

OFFICE OF THE TREASURER - TAX COLLECTOR APPROPRIATION SUMMARY Fiscal Year 2016-17						
ADMINISTERED BY:		TREASURER - TAX COLLECTOR				
Appropriations	FY 2014-15	FY 2015-16	FY 2016-17	FY 2016-17		YOY % Change
	Actuals	Est / Actual	Requested Budget	Recommended Budget	PBB %	
GENERAL FUND						
Billing, Collections, and Controls			\$ 1,967,347	\$ 2,080,578	42%	
Forced Collections			\$ 790,338	\$ 832,608	17%	
Business License Administration			\$ 298,741	\$ 318,642	6%	
Cash Flow			\$ 824,776	\$ 865,727	18%	
Investments			\$ 459,628	\$ 474,475	10%	
Bond Administration			\$ 369,826	\$ 332,817	7%	
Officewide / Overhead			\$ -	\$ -	0%	
Treasurer / Tax Collector	\$ 3,916,797	\$ 4,548,360	\$ 4,710,655	\$ 4,904,846	100%	7.8%
ENTERPRISE FUND						
Placer AB811 mPower			\$ 4,624,573	\$ 4,695,979	100%	
mPOWER* - Fund 235/100	\$ 1,361,838	\$ 2,386,918	\$ 4,624,573	\$ 4,695,979	100%	96.7%
TOTAL ALL FUNDS	\$ 5,278,635	\$ 6,935,278	\$ 9,335,228	\$ 9,600,825		38.4%

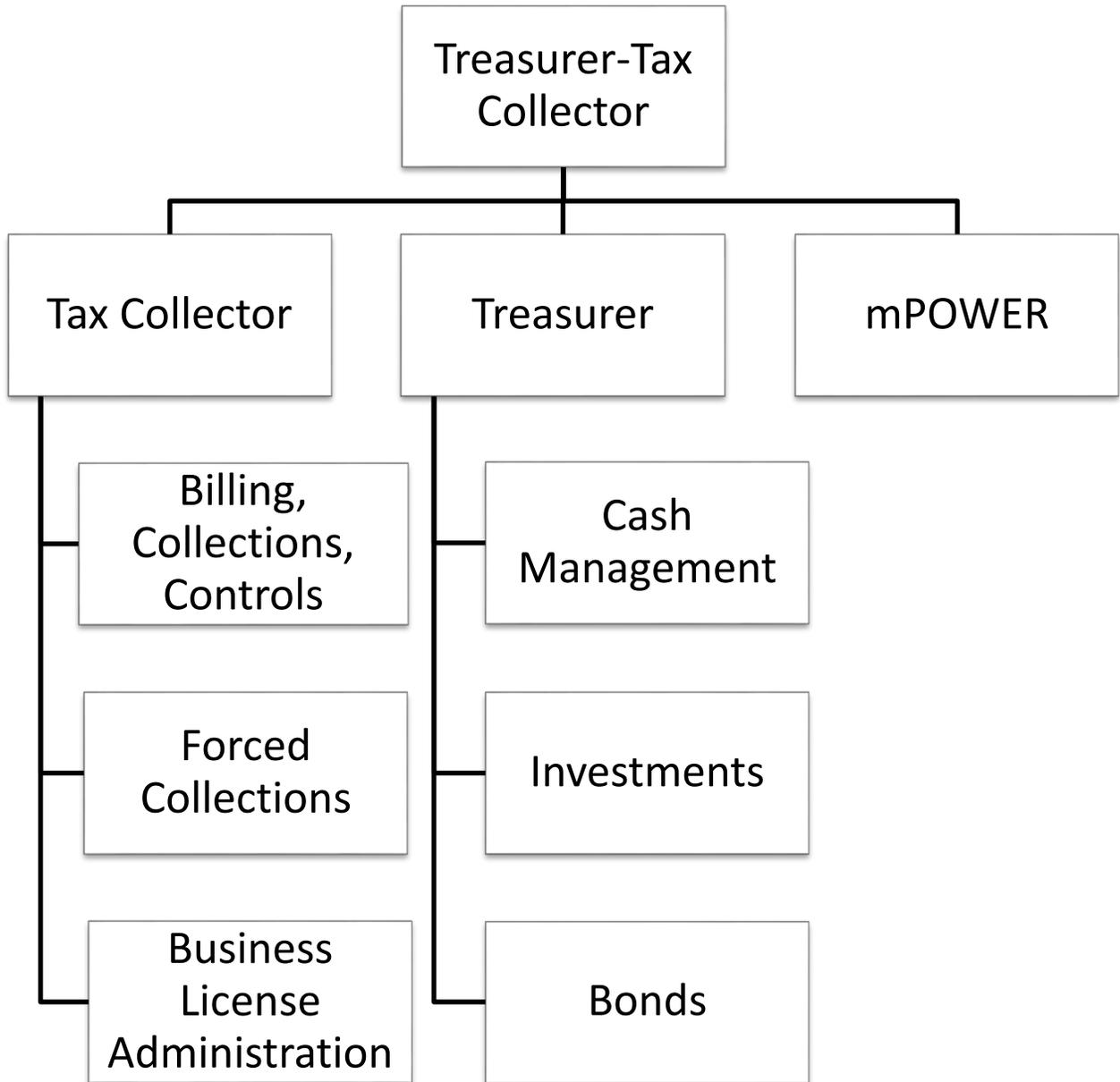
*Budget includes total operating expenses and fixed assets.

FUNDED POSITIONS						
Treasurer / Tax Collector	25	27	27	27	0%	
mPOWER - Fund 235/100	7	12	14	14	17%	
TOTAL FUNDED POSITIONS	32	39	41	41	5%	
TOTAL ALLOCATED POSITIONS	33	39	44	44	13%	

Mission Statement

To develop and maintain the highest level of public trust in the management and administration of the public's money related to the duties and services of the Treasurer-Tax Collector's Office, acting with the constant recognition that the Treasurer-Tax Collector exists to serve the public.

TREASURER-TAX COLLECTOR



10340 - TREASURER – TAX COLLECTOR

Administration and Financial System

Purpose: Provide banking, investment services, and safekeeping of all moneys belonging to the County, school districts, and certain special districts in a manner that maintains the highest level of public trust. The Treasurer also assists the County, school districts, and certain special districts with the issuance and selling of bonds, provides various debt-management and administration services, as well as other financial advisory and consulting services.

To provide for current and delinquent billing, collection, and accounting of real and personal property taxes for all local taxing agencies in the County and to provide for the issuance of business licenses and snow chain licenses in the unincorporated area of the County consistent with the highest level of responsiveness and accountability to taxpayers of Placer County.

FY 2016-17 Highlights: Workload associated with capital facilities financing and infrastructure and development financing is expected to increase. The level of increased workload could be significant and will depend on actual demand for financing. Additionally there will be increased activity associated with the development of the Community Choice Aggregation project.

Major Budget Adjustment(s):

- Increase of \$359,111 in countywide allocated costs (A87) to the Treasurer-Tax Collector.

PBB PROGRAMS – TREASURER-TAX COLLECTOR

Tax Collector -

Billing, Collections and Controls - To provide billing, collection, processing, accounting and reporting of all current property tax payments, including secured, unsecured, supplemental, and corrected tax bills. To assist taxpayers with the payment process through direct communication over the phone and at tax counter during regular business hours, as well as through electronic mediums 24/7.

Program Attributes: In FY 2014-15: Assisted over 35,000 callers; Processed over 404,000 tax payments totaling over \$807 million dollars; Processed over 3,400 refunds totaling over \$6.8 million.

Program Cost: \$2,080,578

Forced Collections - To provide for the collection of defaulted secured property taxes through tax-defaulted land sales, payment plans and defaulted unsecured taxes through liens, attachment of other assets, and other available means and the pursuit of collections through bankruptcy court in order to maintain low default levels and make ultimate collection of defaulted taxes in a manner that maximizes recovery of Teeter Plan Revenues, maintains low delinquency levels, and minimizes the number of parcels required to be offered for sale.

Program Attributes: In FY 2014-15: Monitored and intervened on approximately 90 active taxpayer bankruptcies; Managed over 725 payment plans for taxpayers.

Program Cost: \$832,608

Business License Administration - To process applications and coordinate the issuance of business licenses and snow chain permits with various state and county agencies in order to ensure business regulatory compliance and collect and account for business-license fees to offset business license administration costs.

Program Attributes: In FY 2014-15: Processed new business license applications resulting in the issuance of 1,146 new business licenses; Processed renewals for 6,335 business licenses; Processed and issued 50 snow chain installer licenses.

Program Cost: \$318,642

Treasurer -

Cash Management - To monitor, analyze and manage cash flows and timely deposit of money into the Treasury, apportion investment earnings, and to identify funds available for investment by providing centralized banking, independent cash accounting, reporting, safekeeping, and the disbursement of moneys belonging to the County, school districts, and certain special districts in order to ensure availability and accountability of funds.

Program Attributes: In FY 2014-15: Received, balanced, and recorded over 16,803 deposit transactions totaling over \$2.076 billion; Processed and transmitted 2,332 electronic transfers through the Treasury.

Program Cost: \$865,727

Investments - To generate investment income on money on deposit in the Treasury that is not required for immediate use in a manner that ensures the preservation of capital while meeting the cash flow needs of depositors pursuant to investment policies and state laws.

Program Attributes: In FY 2014-15: Provided portfolio management and market evaluation for portfolio averaging \$1.1 billion; Provided investment analysis and technical support to process approximately 326 investment transactions; Provided investment administration and accounting support to maintain and reconcile approximately 105 investments daily.

Program Cost: \$474,475

Bonds - To provide advisory, administrative and management services related to debt and financing needs of the County, school districts and certain special districts. As a member of the County's Finance Committee and the Bond Screening Committee and Treasurer for schools and special districts, analyze financial needs, make recommendations on financial alternatives, review financial proposals and lead the debt-issuance process, including document review and sale of bonds based upon Board approval.

To provide ongoing debt administration for outstanding school, special district and county bond issues, including billing, current and delinquent collection of special assessments and community facility districts, fund accounting, bondholder payments, and responsibilities related to regulatory compliance including arbitrage compliance, continuing disclosure report preparation and distribution and other responsibilities in accordance with Internal Revenue Service, Securities and Exchange Commission and Municipal Securities Rule Making Board requirements.

Program Attributes: The Treasury provides bond administration for over 77 outstanding bond issues for the County, school districts and special districts in accordance with various state and federal regulatory requirements and Governmental Accounting Standards Board. This bond administration includes: Securities and Exchange Commission annual disclosure requirements, Internal Revenue Service annual arbitrage compliance, Municipal Securities Rule Making Board municipal advisory service requirements, GASB investment valuation and financial statement presentation requirements.

Outstanding bond issues administered by the Treasury in FY 2014-15 include:

- 64 bonds for school districts (54 General Obligation Bonds, six Community Facilities District Bonds, and four Tax Revenue Anticipation Notes).
- Six bonds for the County (two 1915 Act Bonds, one Community Facilities District Bond, one Tobacco Securitization, and two Certificates of Participation) .
- Four bonds for special districts/JPAs (one Eastern Regional Landfill Authority Landfill Closure Revenue Bond, three Tahoe Forest Hospital District General Obligation Bond).
- Two Placer County Redevelopment-Successor Agency Bonds.
- One City of Rocklin Successor Agency Revenue Bond.

Program Cost: \$332,817

Special Note: The Treasurer-Tax Collector commenced work on the Community Choice Aggregation project during the 2015-16 fiscal year.

02310 - PLACER MPOWER AB811 (ENTERPRISE FUND)

Administration and Financial System

Purpose: To provide property owners alternative financing for energy, water efficiency, and renewable power generation (such as solar) improvements to their home or business, to increase installations of these improvements thereby supporting job creation, reducing resource consumption, decreasing utility costs (increasing disposable income), and reducing greenhouse gas emissions to help meet regulatory compliance.

FY 2016-17 Highlights: Workload is expected to increase with program expansion and growth.

Major Budget Adjustment(s):

- Increase of \$447,323 in salaries and benefits costs related to the addition of an mPower Program Specialist–Senior position and two mPower Program Specialist I/II positions to support the expansion of the mPower program and meet consumer demands; the cost of the positions will be offset by additional revenue of \$2,237,656 estimated for this program.
- Increase of \$1,420,467 in bond interest expenditures.

PBB PROGRAMS – PLACER MPOWER AB811

Placer AB811 mPower -

Program Attributes: In FY 2014-15: Six commercial projects completed with a total financing amount of \$2.75 million; Accepted over 940 applications totaling over \$28.7 million and disbursed over \$21.85 million; Sold \$10 million mPOWER Bonds to regional bank.

Program Cost: \$4,695,979

Budget Unit **General Fund - 100**
Function General
Activity Treasurer/Tax Collector - 10340

Detail by Revenue Category and Expenditure Object	2014-15 Final Actuals	2015-16 Estimated	2016-17 Recommended	2016-17 Adopted by the Board of Supervisors
1	2	3	4	5
Revenue				
Taxes				
6135 Tax Defaulted Land Sales	\$ 75,448	\$ 40,000	\$ 25,000	\$
Total Taxes	\$ 75,448	\$ 40,000	\$ 25,000	\$
Licenses, Permits & Franchises				
6752 Business Licenses	\$ 155,323	\$ 130,000	\$ 140,000	\$
Total Licenses, Permits & Franchises	\$ 155,323	\$ 130,000	\$ 140,000	\$
Fines, Forfeits & Penalties				
6863 Penalties & Costs-Delinquent Taxes	\$ 166,020	\$ 120,000	\$ 120,000	\$
Total Fines, Forfeits & Penalties	\$ 166,020	\$ 120,000	\$ 120,000	\$
Rev from Use of Money & Property				
6950 Interest	\$ 1,821,508	\$	\$	\$
Total Rev from Use of Money & Property	\$ 1,821,508	\$	\$	\$
Charges for Services				
8095 SB2557-Tax Admin Fee-Districts	\$ 282,594	\$ 282,600	\$ 304,000	\$
8096 SB2557-Tax Admin Fee-Cities	160,102	160,000	167,500	
8100 Assessment/Tax Collection Fees	22,374	30,000	25,000	
8101 Supplemental PropTxs - 5% Admin Fee	87,637	30,000	40,000	
8116 NSF & Misc Fees	159,836	140,000	140,000	
8194 Investment Services	1,565,358	1,386,884	1,447,162	
8212 Other General Reimbursement	8,181	4,000	1,000	
8218 Forms and Photocopies	5,839	6,000	6,000	
8527 Transfer In A-87 Costs	42,937	114,920	114,920	
Total Charges for Services	\$ 2,334,858	\$ 2,154,404	\$ 2,245,582	\$
Miscellaneous Revenues				
8764 Miscellaneous Revenues	\$ 24,619	\$	\$	\$
8766 Cash Overage	2,758	2,500	2,500	
Total Miscellaneous Revenues	\$ 27,377	\$ 2,500	\$ 2,500	\$
Total Revenue	\$ 4,580,534	\$ 2,446,904	\$ 2,533,082	\$
Expenditures / Appropriations				
Salaries & Benefits				
1002 Salaries and Wages	\$ 1,800,733	\$ 2,143,013	\$ 2,170,132	\$
1003 Extra Help	5,784	15,500	15,500	
1005 Overtime & Call Back	5,668	8,000	8,000	
1006 Sick Leave Payoff	2,000			
1010 Cafeteria Plans (Non-PERS)	65,989	79,453	80,805	
1011 Salary Savings		(67,035)	(67,035)	
1300 P.E.R.S.	457,471	593,392	610,049	
1301 F.I.C.A.	130,369	167,921	172,600	
1303 Other Postemployment Benefits (OPEB)	91,656	150,147	145,529	
1304 Other Postemployment Charges (Up Front)	111,720			
1310 Employee Group Ins	262,390	324,525	341,744	
1315 Workers Comp Insurance	4,162	5,352	5,504	
1320 Retired Employee Grp Ins	129,111	143,512	138,560	
1325 401 (k) Employer Match	4,372	6,000	6,000	
Total Salaries & Benefits	\$ 3,071,425	\$ 3,569,780	\$ 3,627,388	\$
Services & Supplies				
2051 Communication Services - Telephone	\$ 49,480	\$ 54,000	\$ 52,500	\$
2052 Communication Services - Mobile Devices	2,553	2,000	2,000	
2130 Insurance		1,500		
2140 Gen Liability Ins	3,028	6,832	7,184	
2290 Maintenance - Equipment	22,092	9,500	9,500	
2292 Maintenance - Software	30,682	25,710	25,000	
2310 Employee Benefits Systems		35,083	35,186	
2404 Maintenance Services			28,760	
2406 Maintenance - Janitorial			21,736	
2415 Campus Services-PCGC	12,011	16,632	17,433	
2439 Membership/Dues	3,270	3,885	4,100	
2461 Dept Cash Shortage	2,468	4,000	4,000	
2481 PC Acquisition	3,693			

County of Placer
 Financing Sources and Uses by Budget Unit by Object
 Governmental Funds
 Fiscal Year 2016-17

Budget Unit **General Fund - 100**
 Function General
 Activity Treasurer/Tax Collector - 10340

Detail by Revenue Category and Expenditure Object	2014-15 Final Actuals	2015-16 Estimated	2016-17 Recommended	2016-17 Adopted by the Board of Supervisors
1	2	3	4	5
2511 Printing	34,314	48,850	55,350	
2522 Other Supplies	6,352	3,000	9,000	
2523 Office Supplies & Exp	34,513	40,550	42,000	
2524 Postage	112,715	142,150	158,130	
2555 Prof/Spec Svcs - Purchased	45,752	49,975	40,885	
2556 Prof/Spec Svcs - County	2,795	3,622	2,797	
2568 MIS - Services		113,115	115,382	
2570 Media / Video Services	90		150	
2701 Publications & Legal Notices	55,361	64,400	65,900	
2709 Countywide System Charges	44,086	18,926	54,649	
2838 Special Dept Expense-1099 Reportable	57,255	61,200	62,180	
2839 Recording Fees	125			
2840 Special Dept Expense	95,480	149,900	150,300	
2844 Training	1,171	1,725	2,025	
2860 Library Materials	516	415	585	
2931 Travel & Transportation	3,156	2,000	3,500	
2932 Mileage	508	2,000	2,000	
2933 Lodging	3,521	3,200	5,700	
2941 County Vehicle Mileage	657	500	800	
2964 Meals/Food Purchases	749	1,000	1,200	
2965 Utilities			39,520	
3542 PCTPA Admin Costs	1,815	1,815	1,815	
Total Services & Supplies	\$ 630,208	\$ 867,485	\$ 1,021,267	\$
Other Charges				
3551 Transfer Out A-87 Costs	\$	\$	\$ 244,191	\$
Total Other Charges	\$	\$	\$ 244,191	\$
Intrafund Transfers Out				
5310 I/T-OUT Employee Benefit Systems	\$ 24,357	\$	\$	\$
5404 I/T-OUT Maintenance - Services	46,284	38,061		
5406 I/T-OUT Maintenance - Janitorial		20,550		
5552 I/T-OUT MIS Services	104,256			
5555 I/T-OUT Prof/Special Services-Purchased	3,861	4,500	6,500	
5556 I/T-OUT Professional Services	6,576	5,500	5,500	
5965 I/T-OUT Utilities	29,830	42,484		
Total Intrafund Transfers Out	\$ 215,164	\$ 111,095	\$ 12,000	\$
Total Expenditures / Appropriations	\$ 3,916,797	\$ 4,548,360	\$ 4,904,846	\$
Net Cost	\$ (663,737)	\$ 2,101,456	\$ 2,371,764	\$

County of Placer
Operation of Enterprise Fund
Fiscal Year 2016-17

Fund	Placer mPower Fund - 235
Subfund	Administrative Expense Fund - mPower - 100
Activity	Placer mPower AB811 - 2310

Operating Detail	2014-15 Actual	2015-16 Estimated	2016-17 Recommended	2016-17 Adopted by the Board of Supervisors
1	2	3	4	5
Operating Revenues				
6970 Investment Income	1,250,732	224,300	830,000	
8100 Assessment/Tax Collection Fees	8,700		32,025	
8103 mPower Assessment Fees	26,079			
8105 Direct Charges	94,976	1,836,168	3,223,849	
8142 Recording Fees	44,277	37,950	62,700	
8790 Program Income	285,528	287,500	475,000	
Total Operating Revenues	\$ 1,710,292	\$ 2,385,918	\$ 4,623,574	\$
Operating Expenses				
1002 Salaries and Wages	257,041	525,663	870,626	
1003 Extra Help	85,881	150,000		
1005 Overtime & Call Back	6,347	13,000	13,000	
1010 Cafeteria Plans (Non-PERS)	14,707	28,135	43,575	
1018 Taxable Meal Reimbursements	15			
1300 P.E.R.S.	58,855	120,788	212,694	
1301 F.I.C.A.	27,929	49,421	68,169	
1303 Other Postemployment Benefits (OPEB)	16,349	44,488	75,460	
1308 PERS Pension Expense	(254)			
1309 OPEB Expense	(195,436)			
1310 Employee Group Ins	20,411	36,680	135,175	
1315 Workers Comp Insurance	2,000	5,100	1,149	
1325 401 (k) Employer Match	159	750	1,500	
2051 Communication Services - Telephone	7,421	8,580	8,580	
2052 Communication Services - Mobile Devices			780	
2140 Gen Liability Ins			1,561	
2310 Employee Benefits Systems		9,780	19,000	
2404 Maintenance Services	8,076			
2439 Membership/Dues	1,965	3,000	11,000	
2481 PC Acquisition	565		3,600	
2508 Collection Charges	7,919	21,300	32,025	
2511 Printing	14,255	30,000	30,000	
2522 Other Supplies	3,102			
2523 Office Supplies & Exp	12,865	10,000	15,000	
2524 Postage	273	500	500	
2555 Prof/Spec Svcs - Purchased	282,151	293,106	397,000	
2556 Prof/Spec Svcs - County	179,070	89,415	224,343	
2568 MIS - Services			52,622	
2701 Publications & Legal Notices	6,046	24,146	50,000	
2709 Countywide System Charges	4,090	7,521	19,835	
2710 Rents & Leases - Equipment	104			
2840 Special Dept Expense	641		2,000	
2844 Training	80	5,000	5,000	
2860 Library Materials	115			
2931 Travel & Transportation	3,296	3,300	5,000	
2932 Mileage	733	1,000	1,000	
2933 Lodging	156			
2941 County Vehicle Mileage	1,794	5,000	5,000	
2964 Meals/Food Purchases	127	250	500	
3551 Transfer Out A-87 Costs	4,171	25,860	93,783	
3706 Intangible Assets Depreciation	13,659			
3826 Bond Interest	250,771	858,035	2,278,502	
Total Operating Expenses	\$ 1,097,449	\$ 2,369,818	\$ 4,677,979	\$
Operating Income (Loss)	\$ 612,843	\$ 16,100	\$ (54,405)	\$
Non-Operating Revenue (Expenses)				
3838 Interest on Other L/T Debt	(16,100)	(17,100)	(18,000)	
6950 Interest	11,575	1,000	1,000	
Total Non-Operating Revenue (Expenses)	\$ (4,525)	\$ (16,100)	\$ (17,000)	\$
Income Before Capital Contributions and Transfers	\$ 608,318	\$	\$ (71,405)	\$

County of Placer
 Operation of Enterprise Fund
 Fiscal Year 2016-17

Fund	Placer mPower Fund - 235
Subfund	Administrative Expense Fund - mPower - 100
Activity	Placer mPower AB811 - 2310

Operating Detail	2014-15 Actual	2015-16 Estimated	2016-17 Recommended	2016-17 Adopted by the Board of Supervisors
1	2	3	4	5
3775 Operating Transfer Out	(52,599)			
8954 Operating Transfers In	52,599			
Change in Net Assets	\$ 608,318	\$	\$ (71,405)	\$
Net Assets - Beginning Balance	(1,453,712)	(864,869)	(864,869)	
Net Assets - Ending Balance	\$ (864,869)	\$ (864,869)	\$ (936,274)	\$

Memo: