

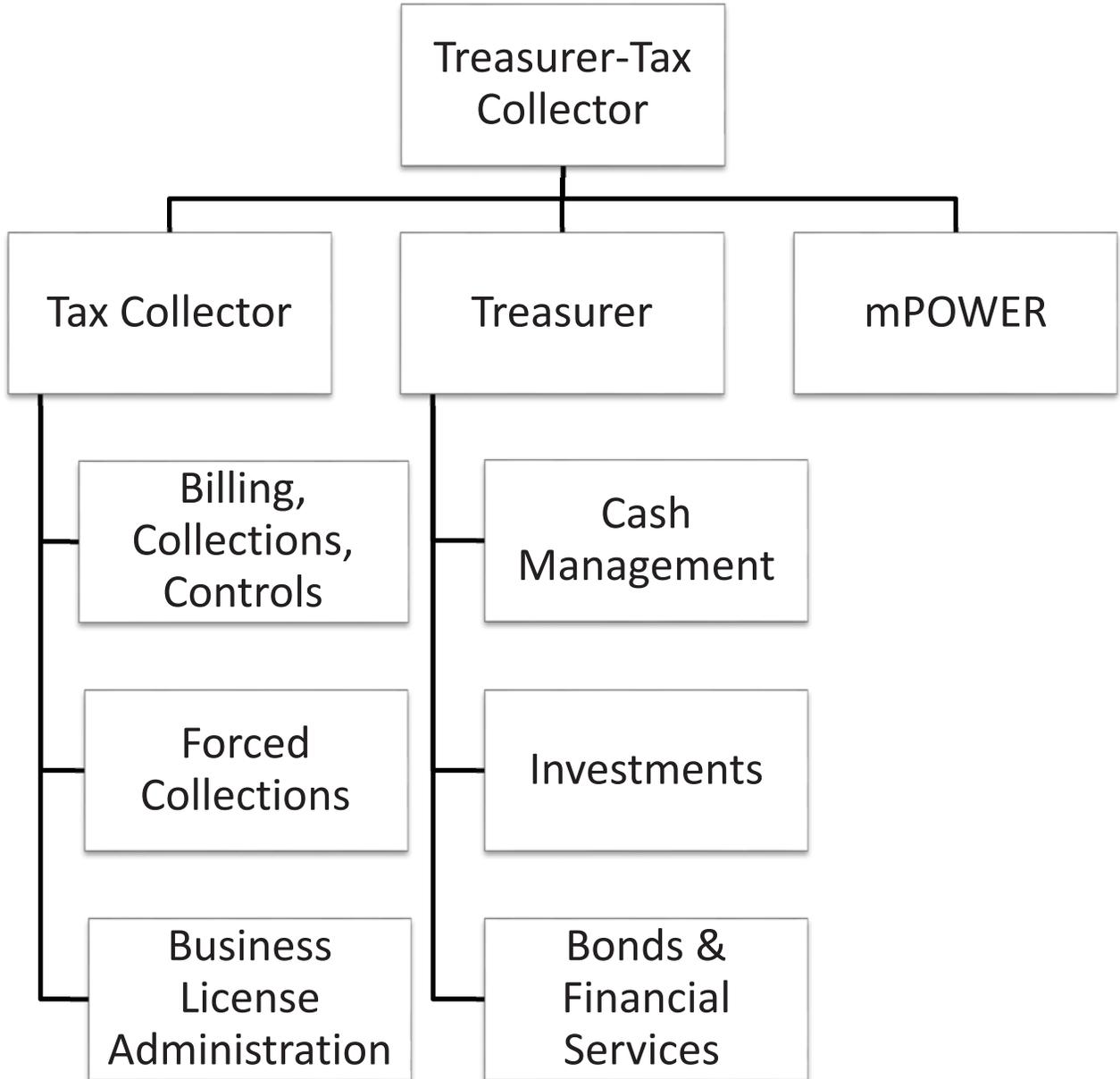
OFFICE OF THE TREASURER - TAX COLLECTOR APPROPRIATION SUMMARY Fiscal Year 2017-18					
ADMINISTERED BY:		TREASURER - TAX COLLECTOR			
Appropriations	FY 2015-16 Actuals	FY 2016-17 Est / Actual	FY 2017-18 Requested Budget	FY 2017-18 Recommended Budget	YOY % Change
GENERAL FUND					
Billing, Collections, and Controls	1,219,441	2,040,686	2,048,055	2,001,785	
Bond Administration	35,707	378,290	491,523	744,142	
Business License Administration	79,520	311,660	417,437	407,401	
Cash Flow	326,715	851,332	981,449	962,377	
Forced Collections	104,387	817,783	704,076	689,499	
Investments	211,205	469,216	522,980	516,013	
Treasurer/Tax Collector Admin/Overhead	2,205,572	95,201	-115,511	0	
10340 Treasurer/Tax Collector	4,182,548	4,964,168	5,050,009	5,321,217	7.19%
INTERNAL SERVICE FUND					
02310 Placer mPower AB811 - Fund 235	3,524,624	4,708,844	5,176,051	5,176,051	9.92%
TOTAL ALL FUNDS	7,707,172	9,673,012	10,226,060	10,497,268	8.52%

FUNDED POSITIONS					
100-10340 Treasurer/Tax Collector	27	27	29	29	
235-02310 Placer mPower AB811	12	14	13	13	
TOTAL FUNDED POSITIONS	39	41	42	42	2.44%
TOTAL ALLOCATED POSITIONS	39	44	46	46	4.55%

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 2017-18 Highlights: As predicted in the FY 2016-17 Highlights, workload associated with capital facilities financing and infrastructure and development financing has increased. The level of increased workload has been significant. Therefore, this budget includes a Supplemental Request for two new, funded allocations under Bonds and Financial Services: 1 Treasurer-Tax Manager, 1 Accountant Auditor.

Major Budget Adjustment(s):

- Increase in Salaries and Benefits of \$268,300 for one new treasurer tax manager and one accountant auditor to assist in bond administration and other county finance projects.
- Increase in Investment Services Revenue of \$268,399 for work performed by the two new position allocations.

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 2015-16: Assisted over 33,000 callers; Processed over 408,000 tax payments totaling over \$867 million dollars; Processed over 4,000 refunds totaling over \$8.1 million.

Program Cost: \$2,001,785

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 2015-16: Monitored and intervened on approximately 75 active taxpayer bankruptcies; managed over 850 payment plans for taxpayers. Processed 69 properties identified for tax defaulted land sale in fiscal year 2016/17, resulting in 36 redemptions and 10 properties sold at auction.

Program Cost: \$689,499

Business License Administration - To process applications and coordinate the approval, issuance and renewal 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 2015-16: Processed new business license applications resulting in the issuance of 1,160 new business licenses; Processed renewals for 6,503 business licenses; Processed and issued 53 snow chain installer licenses.

Program Cost: \$407,401

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 2015-16: Received, balanced, and recorded over 15,990 deposit transactions totaling over \$2.101 billion; Processed and transmitted 2,344 electronic transfers through the Treasury.

Program Cost: \$962,377

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 2015-16: Provided portfolio management and market evaluation for portfolio averaging \$1.28 billion; Provided investment analysis and technical support to process approximately 378 investment transactions; Provided investment administration and accounting support to maintain and reconcile approximately 102 investments daily.

Program Cost: \$516,013

Bonds & Financial Services- To provide financial 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 financing alternatives, develop and 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, debt service 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, Municipal Securities Rule Making Board, Governmental Accounting Standards Board, California Debt and Investment Advisory Commission (CDIAC) and other state legal and regulatory requirements.

Program Attributes: The Treasury provides bond administration for over 82 outstanding bond issues for the County, school districts and special districts in accordance with various state and federal regulatory requirements, identified above. 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, CDIAC reporting, GASB investment valuation and financial statement presentation requirements.

Outstanding bond issues administered by the Treasury in FY 2015-16 include:

- 69 bonds for school districts (62 General Obligation Bonds, six Community Facilities District Bonds, and one 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: \$744,142

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.

Major Budget Adjustment(s):

- None.

PBB PROGRAMS – PLACER MPOWER AB811

Placer AB811 mPOWER -

Program Attributes: In FY 2015-16: Nine commercial projects completed with a total financing amount of \$2.97 million; accepted over 837 applications totaling over \$22.59 million and disbursed over \$23.03 million.

Program Cost: \$5,176,051

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

Detail by Revenue Category and Expenditure Object	2015-16 Final Actuals	2016-17 Estimated	2017-18 Recommended	2017-18 Adopted by the Board of Supervisors
1	2	3	4	5
Revenue				
Taxes				
6135 Tax Defaulted Land Sales	\$ 47,213	\$ 25,000	\$ 25,000	\$
Total Taxes	\$ 47,213	\$ 25,000	\$ 25,000	\$
Licenses, Permits & Franchises				
6752 Business Licenses	\$ 163,564	\$ 140,000	\$ 140,000	\$
Total Licenses, Permits & Franchises	\$ 163,564	\$ 140,000	\$ 140,000	\$
Fines, Forfeits & Penalties				
6863 Penalties & Costs-Delinquent Taxes	\$ 136,241	\$ 120,000	\$ 110,000	\$
Total Fines, Forfeits & Penalties	\$ 136,241	\$ 120,000	\$ 110,000	\$
Rev from Use of Money & Property				
6950 Interest	\$ (470)	\$	\$	\$
Total Rev from Use of Money & Property	\$ (470)	\$	\$	\$
Charges for Services				
8095 SB2557-Tax Admin Fee-Districts	\$ 304,634	\$ 304,000	\$ 282,500	\$
8096 SB2557-Tax Admin Fee-Cities	167,898	167,500	157,000	
8100 Assessment/Tax Collection Fees	19,611	25,000	25,000	
8101 Supplemental PropTxs - 5% Admin Fee	94,298	40,000	60,000	
8116 NSF & Misc Fees	163,072	140,000	140,000	
8194 Investment Services	1,579,019	1,447,162	2,005,952	
8212 Other General Reimbursement	668	1,000		
8218 Forms and Photocopies	7,838	6,000	5,000	
8269 Planning - At Cost Projects Fees	460		500	
8527 Transfer In A-87 Costs	114,920			
Total Charges for Services	\$ 2,452,418	\$ 2,130,662	\$ 2,675,952	\$
Miscellaneous Revenues				
8764 Miscellaneous Revenues	\$ 2,621	\$	\$	\$
8766 Cash Overage	1,942	2,500	2,500	
Total Miscellaneous Revenues	\$ 4,563	\$ 2,500	\$ 2,500	\$
Total Revenue	\$ 2,803,529	\$ 2,418,162	\$ 2,953,452	\$
Expenditures / Appropriations				
Salaries & Benefits				
1001 Employee Paid Sick Leave	\$ 103,464	\$	\$	\$
1002 Salaries and Wages	1,946,099	2,170,132	2,374,156	
1003 Extra Help	3,488	15,500	15,500	
1005 Overtime & Call Back	5,889	8,000	8,000	
1010 Cafeteria Plans (Non-PERS)	69,896	80,805	88,057	
1011 Salary Savings		(67,035)	(67,035)	
1099 Salaries & Wages Undistributed	4			
1300 P.E.R.S.	516,558	610,049	674,707	
1301 F.I.C.A.	141,484	172,600	172,580	
1303 Other Postemployment Benefits (OPEB)	132,888	145,529	156,309	
1310 Employee Group Ins	286,710	339,479	362,543	
1315 Workers Comp Insurance	5,979	5,504	6,917	
1320 Retired Employee Grp Ins	132,171	141,891	149,823	
1325 401 (k) Employer Match	4,240	6,000	6,750	
Total Salaries & Benefits	\$ 3,348,870	\$ 3,628,454	\$ 3,948,307	\$
Services & Supplies				
2051 Communication Services - Telephone	\$ 47,976	\$ 52,500	\$ 52,501	\$
2052 Communication Services - Mobile Devices	1,491	2,000	2,000	
2130 Insurance	1,588			
2140 Gen Liability Ins	5,286	6,339	17,291	
2290 Maintenance - Equipment	6,739	9,500	12,271	
2292 Maintenance - Software	40,778	25,000	26,143	
2310 Employee Benefits Systems	34,987	43,706	40,511	
2404 Maintenance Services		28,760	32,110	
2406 Maintenance - Janitorial		21,736	23,725	
2415 Campus Services-PCGC	15,710	17,433	19,806	
2439 Membership/Dues	3,325	4,100	4,515	
2461 Dept Cash Shortage	2,059	4,000	4,000	

County of Placer
 Financing Sources and Uses by Budget Unit by Object
 Governmental Funds
 Fiscal Year 2017-18

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

Detail by Revenue Category and Expenditure Object	2015-16 Final Actuals	2016-17 Estimated	2017-18 Recommended	2017-18 Adopted by the Board of Supervisors
1	2	3	4	5
2481 PC Acquisition	503		49,000	
2511 Printing	33,265	55,350	55,300	
2522 Other Supplies	22,976	9,000	9,000	
2523 Office Supplies & Exp	33,054	42,000	42,000	
2524 Postage	118,664	158,130	160,000	
2555 Prof/Spec Svcs - Purchased	42,190	90,885	48,000	
2556 Prof/Spec Svcs - County	2,641	2,797	2,471	
2568 MIS - Services	107,058	115,382	115,651	
2570 Media / Video Services	68	150	200	
2701 Publications & Legal Notices	41,928	65,900	65,900	
2709 Countywide System Charges	18,927	54,649	55,794	
2727 Rents & Leases - Bldgs & Impr			930	
2838 Special Dept Expense-1099 Reportable	58,909	62,180	65,180	
2839 Recording Fees	55			
2840 Special Dept Expense	82,694	150,300	150,300	
2844 Training	501	2,025	3,500	
2860 Library Materials	516	585	865	
2931 Travel & Transportation	4,662	3,500	3,500	
2932 Mileage	1,475	2,000	2,000	
2933 Lodging	6,518	5,700	5,700	
2941 County Vehicle Mileage	1,147	800	800	
2964 Meals/Food Purchases	752	1,200	1,200	
2965 Utilities		39,520	35,574	
3542 PCTPA Admin Costs		1,815	1,815	
Total Services & Supplies	\$ 738,442	\$ 1,078,942	\$ 1,109,553	\$
Other Charges				
3551 Transfer Out A-87 Costs	\$	\$ 244,772	\$ 250,857	\$
Total Other Charges	\$	\$ 244,772	\$ 250,857	\$
Intrafund Transfers Out				
5404 I/T-OUT Maintenance - Services	\$ 31,811	\$	\$	\$
5406 I/T-OUT Maintenance - Janitorial	20,312			
5555 I/T-OUT Prof/Special Services-Purchased	5,662	6,500	7,000	
5556 I/T-OUT Professional Services	5,150	5,500	5,500	
5965 I/T-OUT Utilities	31,769			
Total Intrafund Transfers Out	\$ 94,704	\$ 12,000	\$ 12,500	\$
Total Expenditures / Appropriations	\$ 4,182,016	\$ 4,964,168	\$ 5,321,217	\$
Net Cost	\$ 1,378,487	\$ 2,546,006	\$ 2,367,765	\$

County of Placer
 Operation of Enterprise Fund
 Fiscal Year 2017-18

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

Operating Detail	2015-16 Actual	2016-17 Estimated	2017-18 Recommended	2017-18 Adopted by the Board of Supervisors
1	2	3	4	5
Operating Revenues				
6970 Investment Income		914,270	340,636	
8100 Assessment/Tax Collection Fees	22,013	32,025	43,300	
8103 mPower Assessment Fees	(25,417)			
8105 Direct Charges	1,413,284	3,223,849	3,693,979	
8142 Recording Fees	49,590	62,700	29,700	
8764 Miscellaneous Revenues			823,436	
8790 Program Income	909,108	475,000	225,000	
Total Operating Revenues	\$ 2,368,578	\$ 4,707,844	\$ 5,156,051	\$
Operating Expenses				
1001 Employee Paid Sick Leave	14,166			
1002 Salaries and Wages	518,471	870,626	990,334	
1003 Extra Help	62,241			
1004 Accr Compensated Leave	51,199			
1005 Overtime & Call Back	10,744	13,000		
1010 Cafeteria Plans (Non-PERS)	26,845	43,575	55,002	
1099 Salaries & Wages Undistributed	(4)			
1300 P.E.R.S.	121,449	212,694	248,415	
1301 F.I.C.A.	46,626	68,169	75,761	
1303 Other Postemployment Benefits (OPEB)	41,769	75,460	70,070	
1308 PERS Pension Expense	(16,731)			
1309 OPEB Expense	(34,383)			
1310 Employee Group Ins	56,727	135,175	162,487	
1315 Workers Comp Insurance	835	1,149	1,064	
1325 401 (k) Employer Match	1,241	1,500	750	
2051 Communication Services - Telephone	9,155	8,580	8,280	
2052 Communication Services - Mobile Devices	736	780	780	
2140 Gen Liability Ins	669	1,377	3,687	
2310 Employee Benefits Systems	9,689	30,311	25,294	
2404 Maintenance Services	80			
2439 Membership/Dues	2,324	11,000	4,500	
2481 PC Acquisition	2,786	3,600	16,000	
2508 Collection Charges	26,810	32,025	50,000	
2511 Printing	18,096	30,000	30,000	
2522 Other Supplies	1,243			
2523 Office Supplies & Exp	13,780	15,000	24,000	
2524 Postage	5,798	500	500	
2555 Prof/Spec Svcs - Purchased	510,572	397,000	687,960	
2556 Prof/Spec Svcs - County	47,735	224,343	50,000	
2568 MIS - Services	44,899	52,622	47,373	
2701 Publications & Legal Notices	2,249	50,000	30,000	
2709 Countywide System Charges	7,521	19,835	30,169	
2710 Rents & Leases - Equipment			125,950	
2840 Special Dept Expense	3,682	2,000	2,000	
2844 Training	1,494	5,000	5,000	
2931 Travel & Transportation	5,879	5,000	5,000	
2932 Mileage	1,135	1,000	1,000	
2933 Lodging	296			
2941 County Vehicle Mileage	2,747	5,000	5,000	
2964 Meals/Food Purchases	533	500	500	
3706 Intangible Assets Depreciation	13,659			
3826 Bond Interest		2,278,502	2,324,055	
Total Operating Expenses	\$ 1,634,762	\$ 4,595,323	\$ 5,080,931	\$
Operating Income (Loss)	\$ 733,816	\$ 112,521	\$ 75,120	\$
Non-Operating Revenue (Expenses)				
3551 Transfer Out A-87 Costs	(25,860)	(95,521)	(95,120)	
3826 Bond Interest	(1,895,218)			
3838 Interest on Other L/T Debt	(5,657)	(18,000)		
3851 Interest	36,873			
6950 Interest	23,621	1,000	20,000	

County of Placer
 Operation of Enterprise Fund
 Fiscal Year 2017-18

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

Operating Detail	2015-16 Actual	2016-17 Estimated	2017-18 Recommended	2017-18 Adopted by the Board of Supervisors
1	2	3	4	5
6970 Investment Income	983,380			
Total Non-Operating Revenue (Expenses)	\$ (882,861)	\$ (112,521)	\$ (75,120)	\$
Income Before Capital Contributions and Transfers	\$ (149,045)	\$	\$	\$
Change in Net Assets	\$ (149,045)	\$	\$	\$
Net Assets - Beginning Balance	(864,869)	(1,013,913)	(1,013,913)	
Net Assets - Ending Balance	\$ (1,013,913)	\$ (1,013,913)	\$ (1,013,913)	\$

Memo: