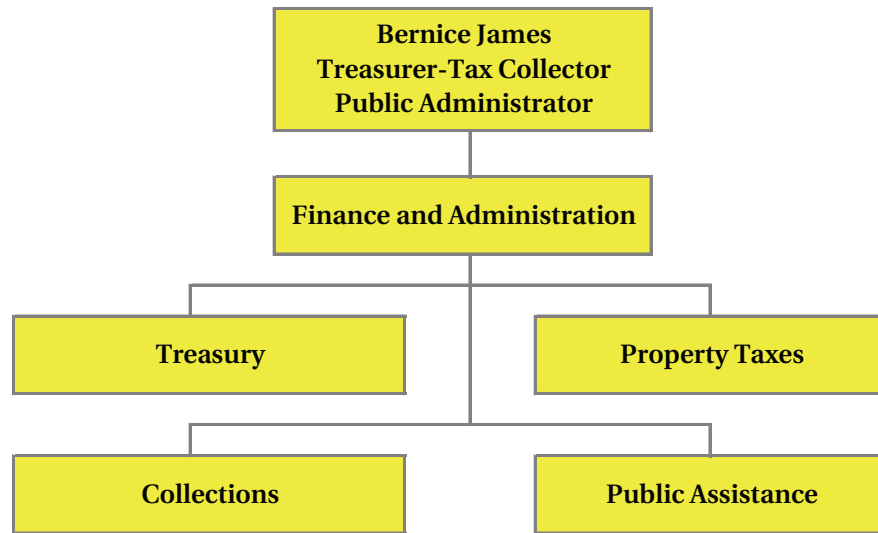
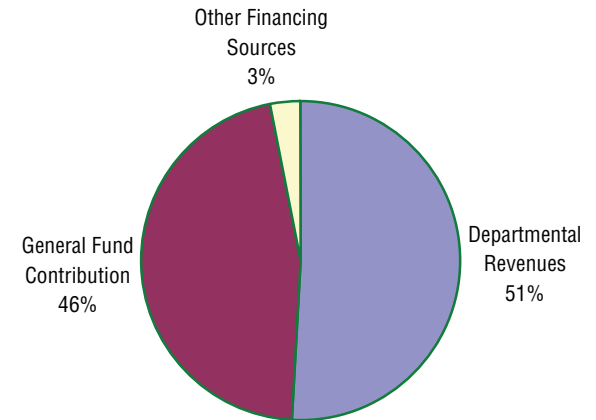


TREASURER-TAX COLLECTOR-PUBLIC ADMINISTRATOR

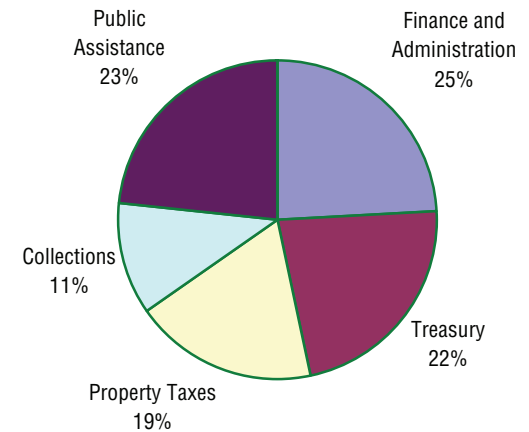
Budget & Positions (FTEs)	
Operating \$	6,136,906
Capital	-
Positions	49.5 FTEs



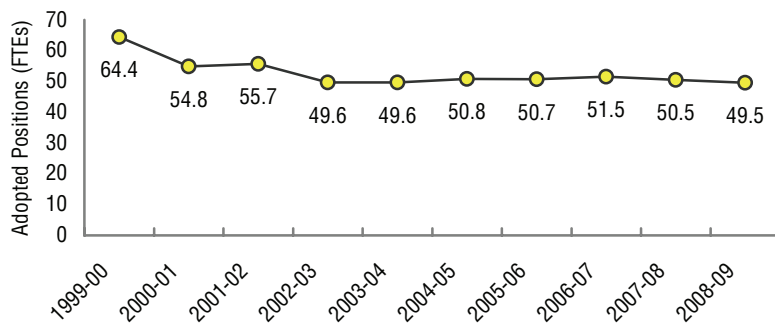
SOURCE OF FUNDS



USE OF FUNDS



STAFFING TREND



TREASURER-TAX COLLECTOR-PUBLIC ADM.

Department Summary

	Actual FY 06-07	Adopted FY 07-08	Est. Actual FY 07-08	Recommended FY 08-09
Use of Funds Summary				
<i>Operating Expenditures</i>				
Finance and Administration	\$ 1,334,320	\$ 1,491,187	\$ 1,537,917	\$ 1,590,612
Treasury	1,293,685	1,523,396	1,404,321	1,474,352
Property Taxes	764,149	853,969	955,164	1,218,642
Collections	601,178	745,483	718,651	752,065
Public Assistance	1,335,810	1,583,093	1,449,493	1,528,118
Operating Sub-Total	5,329,142	6,197,128	6,065,546	6,563,789
Less: Intra-County Revenues	(670,776)	(276,400)	(276,400)	(426,883)
Operating Total	4,658,366	5,920,728	5,789,146	6,136,906
<i>Non-Operating Expenditures</i>				
Capital Assets	--	55,000	55,000	--
Expenditure Total	4,658,366	5,975,728	5,844,146	6,136,906
<i>Other Financing Uses</i>				
Operating Transfers	38,249	7,472	7,472	7,472
Designated for Future Uses	280,000	--	--	--
Department Total	\$ 4,976,615	\$ 5,983,200	\$ 5,851,618	\$ 6,144,378

Character of Expenditures

	Actual FY 06-07	Adopted FY 07-08	Est. Actual FY 07-08	Recommended FY 08-09
<i>Operating Expenditures</i>				
Regular Salaries	\$ 3,008,243	\$ 3,259,232	\$ 3,249,342	\$ 3,446,773
Overtime	2,869	7,000	893	--
Extra Help	3,284	48,000	17,435	640
Benefits	1,009,935	1,264,298	1,161,245	1,445,794
Salaries & Benefits Sub-Total	4,024,331	4,578,530	4,428,915	4,893,207
Services & Supplies	1,304,811	1,618,598	1,636,631	1,670,582
Operating Sub-Total	5,329,142	6,197,128	6,065,546	6,563,789
Less: Intra-County Revenues	(670,776)	(276,400)	(276,400)	(426,883)
Operating Total	4,658,366	5,920,728	5,789,146	6,136,906
<i>Non-Operating Expenditures</i>				
Capital Assets	--	55,000	55,000	--
Expenditure Total	\$ 4,658,366	\$ 5,975,728	\$ 5,844,146	\$ 6,136,906

Source of Funds Summary

	Actual FY 06-07	Adopted FY 07-08	Est. Actual FY 07-08	Recommended FY 08-09
<i>Departmental Revenues</i>				
Federal & State Revenues	\$ 77,838	\$ 45,000	\$ 51,500	\$ 46,500
Other Charges for Services	2,622,903	2,669,550	2,592,577	2,984,561
Miscellaneous Revenue	307,577	235,000	270,212	308,625
Revenue Sub-Total	3,008,318	2,949,550	2,914,289	3,339,686
Less: Intra-County Revenues	(670,776)	(276,400)	(276,400)	(426,883)
Revenue Total	2,337,542	2,673,150	2,637,889	2,912,803
<i>General Fund Contribution</i>				
	2,639,073	3,006,428	2,983,432	3,031,575
<i>Other Financing Sources</i>				
Operating Transfers	--	--	22,197	--
Sale of Property	--	--	1,000	--
Use of Prior Fund Balances	--	303,622	207,100	200,000
Department Total	\$ 4,976,615	\$ 5,983,200	\$ 5,851,618	\$ 6,144,378

Position Summary

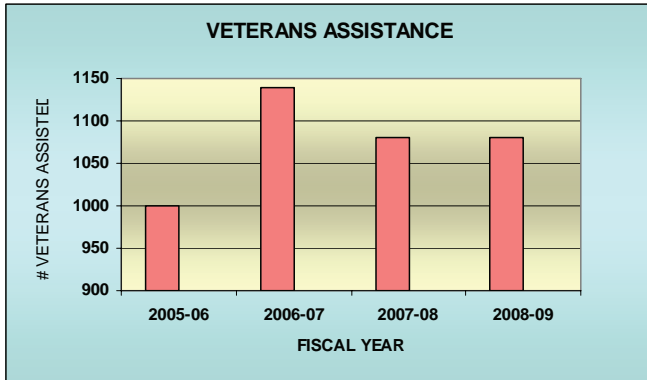
	Actual FY 06-07		Adopted FY 07-08		Est. Actual FY 07-08		Recommended FY 08-09	
	Pos.	FTE	Pos.	FTE	Pos.	FTE	Pos.	FTE
<i>Permanent</i>								
Finance and Administration	9.0	7.9	9.0	8.1	9.0	7.6	7.0	7.4
Treasury	9.0	8.1	11.0	9.6	11.0	6.2	9.0	7.9
Property Taxes	8.0	6.3	5.0	6.8	5.0	9.2	10.0	9.8
Collections	7.0	6.3	7.0	7.8	7.0	8.4	9.0	7.9
Public Assistance	18.0	17.6	19.0	18.3	19.0	18.0	18.0	16.4
Total Permanent	51.0	46.3	51.0	50.5	51.0	49.4	53.0	49.5
<i>Non-Permanent</i>								
Extra Help	--	0.0	--	--	--	0.0	--	--
Total Positions	51.0	46.3	51.0	50.5	51.0	49.4	53.0	49.5

Budget Organization

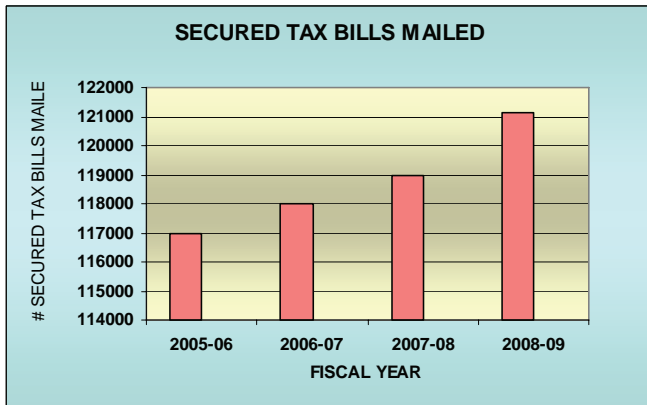
The divisions of the Treasurer-Tax Collector-Public Administrator Department are Finance and Administration, Treasury, Property Taxes, Collections, and Public Assistance. The Treasurer-Tax Collector-Public Administrator Department has 53 positions with operations in Santa Barbara and Santa Maria, as well as satellite Veterans offices at the Calle Real complex and in Lompoc. The staff count equates to 49.5 full time equivalents, net of budgeted salary savings.

The emphasis of the Treasurer-Tax Collector-Public Administrator Department is the continuation and enhancement of the following services: investing public funds with the primary objective of preservation of principal; administering the County's debt program; administering the County's deferred compensation plan; collecting property taxes within the timeframes of the Government Code; collecting and processing payments collected on behalf of County departments, schools, and special districts; administering decedent estates and conservatorships; and administering State and Federal benefits for Veterans' programs. Within each of the basic services provided, the Treasurer-Tax Collector-Public Administrator delivers programs that specifically address the County's Strategic Plan through actions required by law or by routine business necessity.

Activity Indicators

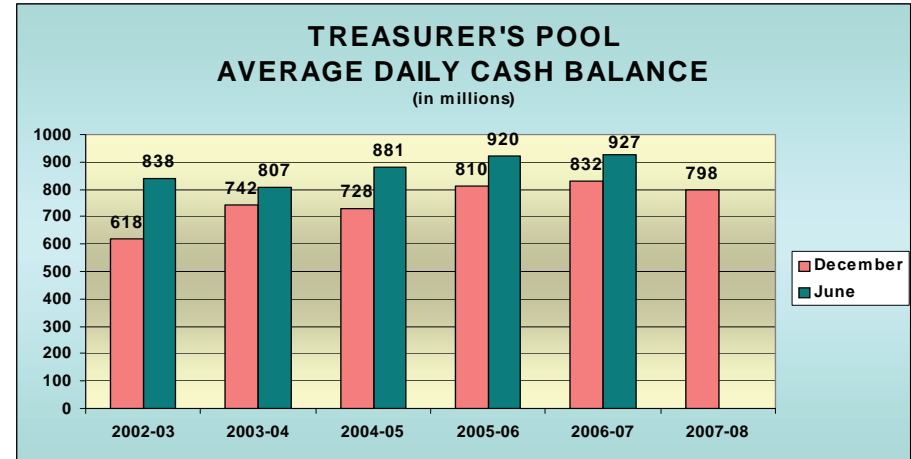


Santa Barbara, Lompoc and Santa Maria Veteran Services Offices assist the County's Veterans



The number of secured tax bills mailed has increased over time due to an increase in the number of homes in the county.

TREASURER-TAX COLLECTOR-PUBLIC ADM.
Department Summary (cont'd)



The average daily cash and investments in the Treasurer's Pool have consistently increased over time due to increased secured and unsecured tax payments and other collection activity. The Dec. 2007-08 decrease is due to the separation of the Courts from the County.

On-Line Property Tax Payment System:

The Santa Barbara County Treasurer-Tax Collector would like to remind you of our on-line payment service. This service is available to individual taxpayers and tax service agencies. All unpaid property tax bills are available on-line for payment and five years of paid bills are available for viewing, with one exception. Secured property tax bills on payment-plans are not available on-line for payment at this time.

How do I pay my taxes on-line?

Visit the website at:

<https://mvtaxes.sbtaxes.org/proptax/>

If you have lost your bill and wish to send in your payment, print the related stub from the search page and send your payment to the Treasurer-Tax Collector's office in Santa Barbara. We also accept property tax payments by telephone. Please refer to the advertisement accompanying your tax bill for more information.

All tax bill installments are due by **5:00PM** on the delinquent date. This is true for on-line, in person or phone payments.

TREASURER-TAX COLLECTOR-PUBLIC ADM.

Department Summary (cont'd)

Significant Changes (FY 2007-08 Adopted to FY 2007-08 Estimated Actual)

The Fiscal Year 2007-08 Estimated Actual operating expenditures decreased \$131,000 to \$6,066,000 from the Fiscal Year 2007-08 Adopted Budget of \$6,197,000. This 2% decrease is primarily the result of:

- +\$100,000 - Expenditure for upgrading the remittance processing system
- -\$150,000 - Reductions in salaries and benefits due to position vacancies and staff utilization in lieu of extra help
- -\$40,000 - Reduction in office expense
- -\$20,000 - Decrease in cost of upgrading public guardian cash management system
- -\$19,000 - Reduction in travel expense
- -\$2,000 - Other miscellaneous expenses

The Fiscal Year 2007-08 Estimated Actual operating revenues decreased \$35,000 to \$2,914,000 from the Fiscal Year 2007-08 Adopted Budget of \$2,949,000. This 1% decrease is the result of:

- +\$60,000 - Estate fees
- +\$50,000 - Supplemental tax admin fee
- +\$45,000 - Increases in tax late payment penalties
- +\$24,000 - Other services
- +\$10,000 - Property tax admin fee
- -\$225,000 - Reimbursement of treasury expenditures

The Fiscal Year 2007-08 Estimated Actual operating revenues use of prior fund balances decreased \$96,522 to \$207,100 from the Fiscal Year 2007-08 Adopted Budget of \$303,622. This 32% decrease is due to:

- -\$96,522 - Reduced expenditures in the current year.

Significant Changes (FY 2007-08 Estimated Actual to FY 2008-09 Recommended)

The Fiscal Year 2008-09 Recommended Budget operating expenditures will increase \$498,000 to \$6,564,000 from the Fiscal Year 2007-08 Estimated Actual of \$6,066,000. This 8% increase is primarily due to:

- +\$464,000 - Increases in salaries and benefits resulting from position vacancies in the prior year
- +\$49,000 - Increase in liability insurance

- +\$20,000 - Office expense
- +\$18,000 - Charge from General Services for utilities
- -\$39,000 - Decrease in banking fees
- -\$14,000 - Decrease in miscellaneous services and supplies

The Fiscal Year 2008-09 Recommended Budget capital asset expenditures decreased \$55,000 to \$0 from the Fiscal Year 2007-08 Estimated Actual of \$55,000. This 100% decrease is the result of:

- -\$55,000 - A one time purchase of a scanner for the Remittance Processing System in the current year.

The Fiscal Year 2008-09 Recommended Budget operating revenues will increase \$425,000 to \$3,340,000 from the Fiscal Year 2007-08 Estimated Actual of \$2,914,000. This 14.6% increase is primarily the result of:

- +\$323,000 - Reimbursement of treasury expenditures
- +\$132,000 - Intrafund transfers for mainframe operations
- +\$38,000 - Increase in tax late penalties
- +\$23,000 - Increased cost allocation charge
- -\$35,000 - Decreases in supplemental tax administration fees
- -\$26,000 - Lower estate fees
- -\$25,000 - Decrease in miscellaneous other services
- -\$5,000 - Decrease in veterans aid

Fiscal Year 2008-09 constraints require the Department to implement certain service level reductions.

- Reduce a Financial Systems Analyst position assigned to designing the new property tax system. Collecting property taxes is a mandated function. Delaying this project has significant risks.
 - The current system is obsolete, on a mainframe platform and is written in an archaic language. All of the mainframe support team are at the end of their professional careers. Much undocumented knowledge that is difficult to replace would leave the County should any of the support team retire prior to shutting down the mainframe environment.
 - A number of the system software products running on the mainframe are no longer supported by their vendor. However, they are used considerably inside the Treasurer-Tax Collector's in-house built applications. Expert knowledge of these products is rapidly disappearing, leaving the Treasurer-Tax Collector department vulnerable should an unplanned emergency occur.

TREASURER-TAX COLLECTOR-PUBLIC ADM.

Department Summary (cont'd)

- Reduce a Public Guardian Investigator. This is a state mandated function. Level of service will be reduced to the elderly and mentally ill requiring conservatorship.
- Reduce an accounting assistant position in the Representative Payee Program. This program assists persons receiving federal entitlements (SSA, SSI and/or VA benefits). These clients receive mental health services from the County. The Social Security Administration has determined these clients are not capable of managing money on their own. Treasurer-Tax Collector staff receive their entitlements and pay their bills. This is a popular program with the community as it keeps the clients from becoming homeless, but it is not mandated. This service is currently provided to 300 clients by two staff. This will reduce the number to approximately 150 clients served.

Departmental Priorities and Their Alignment with County Goals

The County Treasurer-Tax Collector-Public Administrator's strategic actions align primarily with the following Board of Supervisor's adopted Goals:

Goal 1: Efficient and Responsive Government: An Efficient, Professionally Managed Government Able to Anticipate and to Effectively Respond to the Needs of the Community; and

Goal 3: Economic Vitality: A Community that is Economically Vital and Sustainable.

The department's divisions each provide certain core services reflected in the performance measures. The Treasurer-Tax Collector-Public Administrator's management strategy includes projects to improve service delivery, while curtailing costs. This is achieved by concentrating on three main focus areas: Enhancing Finance and Treasury Functions; Improving Property Tax System and Collection System Policies and Procedures; and Administering and Facilitating Public Assistance Programs.

Focus Area: Enhancement of Finance and Treasury Functions

Current Year (FY 07-08) Accomplishments:

- Deferred Compensation – Successfully completed a request for proposal to satisfy due diligence for the County's deferred compensation benefit options.
- Deferred Compensation – Completed the transition to a new provider of the County's deferred compensation resulting from the request for proposal project.
- Developed quarterly newsletter for Treasury Investment Pool participants.

Proposed Strategic Actions:

- Cashiering Operations – Implement Check-21 readiness upgrades on front-counter and back-office collection processing devices. This will allow electronic depositing of check-based collections resulting in a speedier banking recognition of deposits.
- Treasurer's Investment Pool – Establish policies and procedures for a debt issuance program to allow the Treasurer to work more effectively with school districts and other entities issuing General Obligation Bonds, Certificates of Participation, refunded issuances, and any other types of financings.

- Update County Transient Occupancy Tax ordinance.

Focus Area: Improving Property Tax System and Collection System Policies and Procedures

Current Year (FY 07-08) Accomplishments:

- Maintained a high secured tax collection ratio of 97.9% by the end of Fiscal Year 2006-07, a tie of ninth place for tax collection among all California counties. The unsecured tax collection ratio improved to 98.6%, an increase of .1% over Fiscal Year 2005-06.
- Collection System Automation
 - Designed and implemented a new process for the referral of collection accounts into the State Franchise Tax Board Court Ordered Debt (FTB – COD) program.
 - Reduced manual data entry by expanding the usage of automated integration services to incorporate collection information from other County of Santa Barbara departments into the centralized collections system.

Proposed Strategic Actions:

- Property Tax Management System – Achieve targeted milestones for migration of Property Tax System from mainframe environment to new generation system.
- Collection Systems - Establishment of a Collections Data Warehouse for greater collection analysis and reporting for our collection customer departments within the County of Santa Barbara.
- Property tax billing improvement: Continue to make enhancements to billing and mailing of tax bills for greater internal control.

Focus Area: Administering and Facilitating Public Assistance Programs

Current Year (FY 07-08) Accomplishments:

- Developed an implementation plan to use a web-based case and cash management system for the Public Administrator/Guardian functions and Representative Payee program.
- Revised and applied changes to Public Guardian policies and procedures per new legislation implementation, January 2008.
- Prepared approximately 300 additional income tax returns due to the Economic Stimulus Act.

Proposed Strategic Actions:

- Complete customization and implementation of web-based case and cash management system
- Implement cross-training among Public Guardian and Public Administrator staff, redistributing caseloads to fully utilize staff talent and maximize human resources.

TREASURER-TAX COLLECTOR-PUBLIC ADM.

Finance and Administration

	Actual FY 06-07	Adopted FY 07-08	Est. Actual FY 07-08	Recommended FY 08-09
Use of Funds Summary				
<i>Operating Expenditures</i>				
Finance and Administration	\$ 1,334,320	\$ 1,491,187	\$ 1,537,917	\$ 1,590,612
Operating Sub-Total	1,334,320	1,491,187	1,537,917	1,590,612
Less: Intra-County Revenues	(31,718)	(24,265)	(24,265)	(10,969)
Expenditure Total	1,302,602	1,466,922	1,513,652	1,579,643
<i>Other Financing Uses</i>				
Designated for Future Uses	255,000	--	--	--
Division Total	\$ 1,557,602	\$ 1,466,922	\$ 1,513,652	\$ 1,579,643

Character of Expenditures

<i>Operating Expenditures</i>				
Regular Salaries	871,996	825,477	833,965	811,791
Overtime	(436)	3,000	--	--
Extra Help	1,955	--	306	--
Benefits	359,243	400,103	373,335	393,988
Salaries & Benefits Sub-Total	1,232,758	1,228,580	1,207,606	1,205,779
Services & Supplies	101,562	262,607	330,311	384,833
Operating Sub-Total	1,334,320	1,491,187	1,537,917	1,590,612
Less: Intra-County Revenues	(31,718)	(24,265)	(24,265)	(10,969)
Expenditure Total	\$ 1,302,602	\$ 1,466,922	\$ 1,513,652	\$ 1,579,643

Source of Funds Summary

<i>Departmental Revenues</i>				
Other Charges for Services	\$ 31,720	\$ 23,073	\$ 23,073	\$ 8,750
Miscellaneous Revenue	8,475	--	--	--
Revenue Sub-Total	40,195	23,073	23,073	8,750
Less: Intra-County Revenues	(31,718)	(24,265)	(24,265)	(10,969)
Revenue Total	8,477	(1,192)	(1,192)	(2,219)
<i>General Fund Contribution</i>	1,549,125	1,219,492	1,400,375	1,381,862
<i>Other Financing Sources</i>				
Operating Transfers	--	--	9,469	--
Use of Prior Fund Balances	--	248,622	105,000	200,000
Division Total	\$ 1,557,602	\$ 1,466,922	\$ 1,513,652	\$ 1,579,643

Actual FY 06-07		Adopted FY 07-08		Est. Actual FY 07-08		Recommended FY 08-09		
Pos.	FTE	Pos.	FTE	Pos.	FTE	Pos.	FTE	
Position Summary								
<i>Permanent</i>								
Finance and Administration	9.0	7.9	9.0	8.1	9.0	7.6	7.0	7.4
Total Positions	9.0	7.9	9.0	8.1	9.0	7.6	7.0	7.4

Significant Changes (FY 2007-08 Adopted to FY 2007-08 Estimated Actual)

The Fiscal Year 2007-08 Estimated Actual operating expenditures will increase \$47,000 to \$1,538,000 from the Fiscal Year 2007-08 Adopted Budget of \$1,491,000. This 3.13% increase is the result of:

- +\$53,000 - Increase in data processing services
- +\$6,000 - Charges from General Services for utilities
- +\$4,200 - Increase in reprographic and telephone services
- +\$2,600 - Increase Motor Pool Charges
- -\$21,000 - Decrease in overall salaries and overtime
- -\$2,200 - Increase in miscellaneous supplies

Significant Changes (FY 2007-08 Estimated Actual to FY 2008-09 Recommended)

The Fiscal Year 2008-09 Recommended Budget operating expenditures will increase \$53,000 to \$1,591,000 from the Fiscal Year 2007-08 Estimated Actual of \$1,538,000. This 3.43% increase is due to:

- +\$49,000 - Increase of liability insurance
- +\$4,000 - Higher expenditures for miscellaneous services and supplies

The Fiscal Year 2008-09 Recommended Budget operating revenues will decrease \$14,000 to \$9,000 from the Fiscal Year 2007-08 Estimated actual of \$23,000. This 62% decrease is due to:

- -\$14,000 - Decrease in cost allocation revenue

SERVICE DESCRIPTION

Provide budgetary and administrative activities, general accounting, debt administration, deferred compensation plan administration, and automation. Plan, coordinate and implement all information system applications (both hardware and software) for all divisions. Administer bonded indebtedness issued by the County or districts for the purpose of funding or refunding needed revenue, temporary borrowing, and special improvement/assessment bonds.

	Actual FY 06-07	Adopted FY 07-08	Est. Actual FY 07-08	Recommended FY 08-09
Recurring Performance Measures				
Finance and Administration				
To ensure an efficient and responsive government, the County will maintain the rate of General Liability claims filed at no more than 90 - 100% of the previous year's actual claims filed.	66%	100%	100%	100%
	2	2	2	2
	3	2	2	2
As an efficient and responsive government, the County will maintain the cost of workers' compensation incident claims to \$1.17 per \$100 payroll (salaries and overtime).	\$0.54	\$0.46	\$0.39	\$0.37
	16,180	16,180	12,973	12,973
	29,618	34,619	32,715	34,474
To improve workers' safety, the County will conduct its operations in order to maintain the rate of Workers' Compensation incident claims to 12 or less per 100 FTE employees Countywide.	4.16	4.00	4.08	4.00
	2	2	2	2
	.48	.50	.49	.50
As an efficient and responsive government, the County will maintain the rate of Workers' Compensation claims filed between 90 - 100% of the previous year's actual claims filed.	100%	100%	100%	100%
	2	2	2	2
	2	2	2	2
As an efficient and responsive government, the County will maintain a productive workforce through a countywide Lost Time Rate of 5.9% or less.	5.3%	5.3%	4.7%	4.7%
	5,059	5,059	4,567	4,567
	95,640	95,640	96,823	96,823
As an efficient and responsive government, the County will maintain a quality workforce through completing 95% -100% of departmental Employee Performance Reviews (EPRs) by the Anniversary Due Date.	100%	100%	96%	100%
	47	51	48	50
	47	51	50	50

TREASURER-TAX COLLECTOR-PUBLIC ADM.

Finance and Administration (cont'd)

	Actual FY 06-07	Adopted FY 07-08	Est. Actual FY 07-08	Recommended FY 08-09
Recurring Performance Measures				
To promote the financial stability of the County, annually conduct 11 transient occupancy tax audits	9	11	11	11

	Actual FY 06-07 Pos.	Adopted FY 07-08 Pos.	Est. Actual FY 07-08 Pos.	Recommended FY 08-09 Pos.
Position Detail				
Finance and Administration				
Treas/Tax Col/Pub Admin	1.0	1.0	1.0	1.0
Assistant Treas/Tax Coll/Pub Adm	1.0	1.0	1.0	1.0
Treasury Finance Chief	1.0	1.0	1.0	1.0
Business Manager	1.0	1.0	1.0	1.0
DP Manager Dept	1.0	1.0	1.0	1.0
Financial Systems Analyst	1.0	1.0	1.0	--
Systems & Programming Analyst	1.0	1.0	1.0	--
Computer Systems Specialist	1.0	1.0	1.0	1.0
Executive Secretary	1.0	1.0	1.0	1.0
Sub-Division Total	9.0	9.0	9.0	7.0
Division Total	9.0	9.0	9.0	7.0

TREASURER-TAX COLLECTOR-PUBLIC ADM.

Treasury

	Actual FY 06-07	Adopted FY 07-08	Est. Actual FY 07-08	Recommended FY 08-09
Use of Funds Summary				
<i>Operating Expenditures</i>				
Operations	\$ 1,127,999	\$ 1,312,638	\$ 1,209,140	\$ 1,246,611
Investments	165,686	210,758	195,181	227,741
Operating Sub-Total	1,293,685	1,523,396	1,404,321	1,474,352
Less: Intra-County Revenues	(229,217)	(134,883)	(134,883)	(27,151)
Operating Total	1,064,468	1,388,513	1,269,438	1,447,201
<i>Non-Operating Expenditures</i>				
Capital Assets	--	55,000	55,000	--
Expenditure Total	1,064,468	1,443,513	1,324,438	1,447,201
<i>Other Financing Uses</i>				
Operating Transfers	16,017	1,716	1,716	1,716
Division Total	\$ 1,080,485	\$ 1,445,229	\$ 1,326,154	\$ 1,448,917

Character of Expenditures

<i>Operating Expenditures</i>				
Regular Salaries	462,831	586,256	452,306	566,100
Overtime	2,076	3,000	547	--
Benefits	138,609	205,998	140,492	221,093
Salaries & Benefits Sub-Total	603,516	795,254	593,345	787,193
Services & Supplies	690,169	728,142	810,976	687,159
Operating Sub-Total	1,293,685	1,523,396	1,404,321	1,474,352
Less: Intra-County Revenues	(229,217)	(134,883)	(134,883)	(27,151)
Operating Total	1,064,468	1,388,513	1,269,438	1,447,201
<i>Non-Operating Expenditures</i>				
Capital Assets	--	55,000	55,000	--
Expenditure Total	\$ 1,064,468	\$ 1,443,513	\$ 1,324,438	\$ 1,447,201

Source of Funds Summary

	Actual FY 06-07	Adopted FY 07-08	Est. Actual FY 07-08	Recommended FY 08-09
<i>Departmental Revenues</i>				
Other Charges for Services	\$ 1,663,674	\$ 2,037,369	\$ 1,812,220	\$ 1,956,507
Revenue Sub-Total	1,663,674	2,037,369	1,812,220	1,956,507
Less: Intra-County Revenues	(229,217)	(134,883)	(134,883)	(27,151)
Revenue Total	1,434,457	1,902,486	1,677,337	1,929,356
<i>General Fund Contribution</i>	(353,972)	(512,257)	(406,183)	(480,439)
<i>Other Financing Sources</i>				
Use of Prior Fund Balances	--	55,000	55,000	--
Division Total	\$ 1,080,485	\$ 1,445,229	\$ 1,326,154	\$ 1,448,917

	Actual FY 06-07		Adopted FY 07-08		Est. Actual FY 07-08		Recommended FY 08-09	
	Pos.	FTE	Pos.	FTE	Pos.	FTE	Pos.	FTE
Position Summary								
<i>Permanent</i>								
Operations	8.0	7.4	10.0	8.6	10.0	5.5	8.0	6.9
Investments	1.0	0.8	1.0	1.0	1.0	0.8	1.0	1.0
Total Positions	9.0	8.1	11.0	9.6	11.0	6.3	9.0	7.9

SERVICE DESCRIPTION

Receive and steward, apply and pay out all monies belonging to the County, Schools and Special Districts, and all other monies as directed by law. Invest County, schools and special district funds not required for immediate expenditure. The investment of public funds must comply with State statutes and other legal constraints, with goals of preservation of public agency funds, protection of capital, maintenance of sufficient cash flow to meet daily warrant demands, and earning a market rate of return at minimum risk.

Significant Changes (FY 2007-08 Adopted to FY 2007-08 Estimated Actual)

The Fiscal Year 2007-08 Estimated Actual operating expenditures will decrease \$119,000 to \$1,404,000 from the Fiscal Year 2007-08 Adopted Budget of \$1,523,000. This 7.8% decrease is primarily due to:

- +\$100,000 - Expenditures for upgrading the remittance processing system
- -\$202,000 - Decreased salaries and employee benefits
- -\$17,000 - Decrease in miscellaneous services and supplies

The Fiscal Year 2007-08 Estimated Actual operating revenues will decrease \$225,000 to \$1,812,000 from the Fiscal Year 2007-08 Adopted Budget of \$2,037,000. This 11% decrease is due to:

- -\$225,000 - Lowered administrative fee reimbursements as a result of decreased expenditures for the Treasury and Investment operations.

Significant Changes (FY 2007-08 Estimated Actual to FY 2008-09 Recommended)

The Fiscal Year 2008-09 Recommended Budget operating expenditures will increase \$70,000 to \$1,474,000 from the Fiscal Year 2007-08 Estimated Actual of \$1,404,000. This 5% increase is due to:

- +\$194,000 - Increased salaries and employee benefits due to the allocation of resources from other divisions as well as increased retirement costs
- -\$100,000 - Decrease due to system upgrades in the prior year
- -\$24,000 - Decrease in miscellaneous services and supplies

The Fiscal Year 2008-09 Recommended Budget operating revenues will increase \$144,000 to \$1,956,000 from the Fiscal Year 2007-08 Estimated Actual of \$1,812,000. This 8% increase is due to:

- +\$247,000 - Increase in administration fees
- -\$103,000 - Decreased cost allocation charge

TREASURER-TAX COLLECTOR-PUBLIC ADM.

Treasury (cont'd)

	Actual FY 06-07	Adopted FY 07-08	Est. Actual FY 07-08	Recommended FY 08-09
Recurring Performance Measures				
Investments				
To ensure the financial stability of the County and secure public agency funds, stay within compliance 100% of the time with the Government Code and the Treasurer's Investment Policy.	Yes	Yes	Yes	Yes
To ensure the financial stability of the County, achieve an investment pool yield equal to, or greater than LAIF's (Local Agency Investment Fund), on a five year moving average. (Quarterly Deviation)	N/A	0	0	0
To ensure the financial stability of the County, monitor and project liquidity requirements as evidenced by zero securities sold at a loss to meet cash flow needs of pool participants. (Monthly #)	0	0	0	0

	Actual FY 06-07 Pos.	Adopted FY 07-08 Pos.	Est. Actual FY 07-08 Pos.	Recommended FY 08-09 Pos.
Position Detail				
Operations				
Treas/Tax Coll Operations Mgr	--	1.0	1.0	1.0
TTC Ops Supervisor	1.0	1.0	1.0	1.0
Accountant	1.0	1.0	1.0	1.0
TTC Ops Specialist, Sr	2.0	2.0	2.0	2.0
TTC Ops Specialist	4.0	5.0	5.0	3.0
Sub-Division Total	8.0	10.0	10.0	8.0
Investments				
Assistant Treas/Tax Coll/Pub Adm	1.0	--	--	--
Investment Manager	--	1.0	1.0	1.0
Sub-Division Total	1.0	1.0	1.0	1.0
Division Total	9.0	11.0	11.0	9.0

TREASURER-TAX COLLECTOR-PUBLIC ADM.

Property Taxes

	Actual FY 06-07	Adopted FY 07-08	Est. Actual FY 07-08	Recommended FY 08-09
Use of Funds Summary				
<i>Operating Expenditures</i>				
Secured	\$ 413,608	\$ 459,267	\$ 569,355	\$ 810,358
Unsecured	173,469	157,622	192,763	221,788
Supplemental	154,491	205,822	155,428	148,579
Bankruptcy	22,581	31,258	37,618	37,917
Operating Sub-Total	764,149	853,969	955,164	1,218,642
Less: Intra-County Revenues	--	--	--	(131,500)
Division Total	<u>\$ 764,149</u>	<u>\$ 853,969</u>	<u>\$ 955,164</u>	<u>\$ 1,087,142</u>

Character of Expenditures

	Actual FY 06-07	Adopted FY 07-08	Est. Actual FY 07-08	Recommended FY 08-09
<i>Operating Expenditures</i>				
Regular Salaries	390,904	425,617	579,350	672,628
Overtime	--	1,000	346	--
Benefits	119,141	146,228	183,855	261,551
Salaries & Benefits Sub-Total	510,045	572,845	763,551	934,179
Services & Supplies	254,104	281,124	191,613	284,463
Operating Sub-Total	764,149	853,969	955,164	1,218,642
Less: Intra-County Revenues	--	--	--	(131,500)
Expenditure Total	<u>\$ 764,149</u>	<u>\$ 853,969</u>	<u>\$ 955,164</u>	<u>\$ 1,087,142</u>

Source of Funds Summary

	Actual FY 06-07	Adopted FY 07-08	Est. Actual FY 07-08	Recommended FY 08-09
<i>Departmental Revenues</i>				
Federal & State Revenues	\$ 9,487	\$ --	\$ --	\$ --
Other Charges for Services	341,186	310,000	397,776	469,276
Miscellaneous Revenue	209,951	150,000	195,000	233,625
Revenue Sub-Total	560,624	460,000	592,776	702,901
Less: Intra-County Revenues	--	--	--	(131,500)
Revenue Total	560,624	460,000	592,776	571,401
<i>General Fund Contribution</i>	203,525	393,969	349,660	515,741
<i>Other Financing Sources</i>				
Operating Transfers	--	--	12,728	--
Division Total	<u>\$ 764,149</u>	<u>\$ 853,969</u>	<u>\$ 955,164</u>	<u>\$ 1,087,142</u>

Actual FY 06-07		Adopted FY 07-08		Est. Actual FY 07-08		Recommended FY 08-09		
Pos.	FTE	Pos.	FTE	Pos.	FTE	Pos.	FTE	
Position Summary								
<i>Permanent</i>								
Secured	2.0	2.5	2.0	2.6	2.0	4.8	7.0	5.3
Unsecured	2.0	2.1	2.0	1.9	2.0	2.5	2.0	2.4
Supplemental	3.0	1.5	--	2.0	--	1.6	--	1.7
Bankruptcy	1.0	0.3	1.0	0.3	1.0	0.4	1.0	0.4
Total Positions	<u>8.0</u>	<u>6.3</u>	<u>5.0</u>	<u>6.8</u>	<u>5.0</u>	<u>9.2</u>	<u>10.0</u>	<u>9.8</u>

Significant Changes (FY 2007-08 Adopted to FY 2007-08 Estimated Actual)

The Fiscal Year 2007-08 Estimated Actual operating expenditures increased \$101,000 to \$955,000 from the Fiscal Year 2007-08 Adopted Budget of \$854,000. This 11.9% increase is primarily due to:

- +\$191,000 - Increased salaries and employee benefits due to the allocation of resources from other divisions as well as increased retirement costs
- -\$52,000 - Decrease in data processing services cost
- -\$28,500 - Decrease in miscellaneous service and supply expenditures
- -\$9,500 - Decrease in legal notice expense

The Fiscal Year 2007-08 Estimated Actual operating revenues increased \$133,000 to \$593,000 from the Fiscal Year 2007-08 Adopted Budget of \$460,000. This 28.9% increase is the result of:

- +\$63,000 - Increase in property tax admin fee
- +\$45,000 - Increase in tax late payment fees
- +\$25,000 - Increase in other services

Significant Changes (FY 2007-08 Estimated Actual to FY 2008-09 Recommended)

The Fiscal Year 2008-09 Recommended Budget operating expenditures will increase \$263,000 to \$1,218,000 from Fiscal Year 2007-08 Estimated Actual of \$955,000. This 27.6% increase is due to:

- +\$171,000 - Increases in salaries due to filling an EDP Systems Programmer for the mainframe as well as increased retirement benefits
- +\$110,000 - Increase due to mainframe operations being transferred to the Treasurer's budget beginning in FY 08-09
- +\$19,500 - Higher expenditures for miscellaneous services and supplies

SERVICE DESCRIPTION

Provide billing, collection, and maintenance of accounting records for all secured, supplemental, and unsecured property taxes levied by the taxing agencies within the County, and the collection and redemption of prior year secured delinquent taxes. Mail notices of delinquent taxes, publish Notice of Impending Default, sell delinquent property after five years at a public auction, and process tax roll corrections, cancellations and refunds. Provide assistance and response to taxpayer inquiries.

- -\$37,500 - Decrease in intrafund transfers to Auditor-Controller due to mainframe operations being transferred to the Treasurer's budget beginning in FY 08-09.

The Fiscal Year 2008-09 Recommended Budget operating revenues will increase \$110,000 to \$703,000 from the Fiscal Year 2007-08 Estimated Actual of \$593,000. This 18.6% increase is due to:

- +\$131,500 - Intrafund transfers increasing due to mainframe operations being transferred to the Treasurer's budget beginning in FY 08-09
- +\$39,000 - Projected increase in tax late payment fees
- -\$35,000 - Decrease in administration services fee related to supplemental property taxes
- -\$25,000 - Decrease of microfiche data sales

	<u>Actual FY 06-07</u>	<u>Adopted FY 07-08</u>	<u>Est. Actual FY 07-08</u>	<u>Recommended FY 08-09</u>
Recurring Performance Measures				
Unsecured				
To ensure the financial stability of the County, each of three collector II shall prepare a minimum of 250 legal documents per fiscal year to effect payment of unsecured taxes. (Annual #)	N/A	750	1,400	750
To ensure the financial stability of the County, each of three collector II shall prepare a minimum of 90 field contacts (a contact will be defined as driving or walking to the debtor's address or the asset location to effect payment) each fiscal year. (Annual #)	N/A	270	318	270
Supplemental				
To promote an efficient and responsive government, respond to 95% of all supplemental inquiries from taxpayers (email or letter) received within 3 working days of receipt.	N/A	100%	100%	100%
	-	40	36	40

TREASURER-TAX COLLECTOR-PUBLIC ADM.

Property Taxes (cont'd)

	<u>Actual FY 06-07</u>	<u>Adopted FY 07-08</u>	<u>Est. Actual FY 07-08</u>	<u>Recommended FY 08-09</u>
Recurring Performance Measures				
Bankruptcy				
To ensure the financial stability of the County, annually complete 100% of proof of claim forms prior to the federal bankruptcy court's due date (Applies to approximately 50 proof of claim forms)	100% 48	100% 50	100% 50	100% 50
	<u>Actual FY 06-07</u>	<u>Adopted FY 07-08</u>	<u>Est. Actual FY 07-08</u>	<u>Recommended FY 08-09</u>
	<u>Pos.</u>	<u>Pos.</u>	<u>Pos.</u>	<u>Pos.</u>
Position Detail				
Secured				
EDP Sys Programmer III	--	--	--	1.0
Financial Systems Analyst	1.0	1.0	1.0	2.0
Systems & Programming Analyst	--	--	--	1.0
Accountant	1.0	1.0	1.0	1.0
TTC Ops Specialist	--	--	--	2.0
Sub-Division Total	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>7.0</u>
Unsecured				
Collections Officer	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>
Sub-Division Total	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>
Supplemental				
Treas/Tax Coll Operations Mgr	1.0	--	--	--
Collections Officer	1.0	--	--	--
TTC Ops Specialist	<u>1.0</u>	--	--	--
Sub-Division Total	<u>3.0</u>	--	--	--
Bankruptcy				
Accountant	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
Sub-Division Total	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
Division Total	<u>8.0</u>	<u>5.0</u>	<u>5.0</u>	<u>10.0</u>

TREASURER-TAX COLLECTOR-PUBLIC ADM.

Collections

	Actual FY 06-07	Adopted FY 07-08	Est. Actual FY 07-08	Recommended FY 08-09
Use of Funds Summary				
<i>Operating Expenditures</i>				
Business Licenses	\$ 42,512	\$ 29,213	\$ 50,661	\$ 63,619
General Collections	558,666	716,270	667,990	688,446
Operating Sub-Total	601,178	745,483	718,651	752,065
Less: Intra-County Revenues	(316,091)	(117,252)	(117,252)	(257,263)
Division Total	<u>\$ 285,087</u>	<u>\$ 628,231</u>	<u>\$ 601,399</u>	<u>\$ 494,802</u>

Character of Expenditures

	Actual FY 06-07	Adopted FY 07-08	Est. Actual FY 07-08	Recommended FY 08-09
<i>Operating Expenditures</i>				
Regular Salaries	382,560	432,257	457,190	445,283
Extra Help	915	48,000	16,281	--
Benefits	111,678	153,383	152,307	181,537
Salaries & Benefits Sub-Total	495,153	633,640	625,778	626,820
Services & Supplies	106,025	111,843	92,873	125,245
Operating Sub-Total	601,178	745,483	718,651	752,065
Less: Intra-County Revenues	(316,091)	(117,252)	(117,252)	(257,263)
Expenditure Total	<u>\$ 285,087</u>	<u>\$ 628,231</u>	<u>\$ 601,399</u>	<u>\$ 494,802</u>

Source of Funds Summary

	Actual FY 06-07	Adopted FY 07-08	Est. Actual FY 07-08	Recommended FY 08-09
<i>Departmental Revenues</i>				
Other Charges for Services	\$ 321,330	\$ 119,108	\$ 119,508	\$ 259,721
Miscellaneous Revenue	89,151	85,000	72,000	75,000
Revenue Sub-Total	410,481	204,108	191,508	334,721
Less: Intra-County Revenues	(316,091)	(117,252)	(117,252)	(257,263)
Revenue Total	94,390	86,856	74,256	77,458
<i>General Fund Contribution</i>	190,697	541,375	527,143	417,344
Division Total	<u>\$ 285,087</u>	<u>\$ 628,231</u>	<u>\$ 601,399</u>	<u>\$ 494,802</u>

Actual FY 06-07		Adopted FY 07-08		Est. Actual FY 07-08		Recommended FY 08-09	
Pos.	FTE	Pos.	FTE	Pos.	FTE	Pos.	FTE
Position Summary							
<i>Permanent</i>							
Business Licenses	--	0.6	1.0	0.3	1.0	0.7	1.0
General Collections	7.0	5.8	6.0	7.4	6.0	7.7	8.0
Total Positions	<u>7.0</u>	<u>6.3</u>	<u>7.0</u>	<u>7.8</u>	<u>7.0</u>	<u>8.3</u>	<u>7.9</u>

Significant Changes (FY 2007-08 Adopted to FY 2007-08 Estimated Actual)

The Fiscal Year 2007-08 Estimated Actual operating expenditures decreased \$27,000 to \$719,000 from the Fiscal Year 2007-08 Adopted Budget of \$746,000. This 4% decrease is the result of:

- -\$19,000 - Decrease in travel and miscellaneous services and supplies
- -\$8,000 - Reduction in salaries and benefits due to staff utilization in lieu of extra help.

Significant Changes (FY 2007-08 Estimated Actual to FY 2008-09 Recommended)

The Fiscal Year 2008-09 Recommended Budget operating expenditures will increase \$33,000 to \$752,000 from Fiscal Year 2007-08 Estimated Actual of \$719,000. This 5% increase is due to:

- +\$15,000 - Increase in technical support for collection system and other computer upgrades
- +\$9,000 - Increase in miscellaneous services and supplies
- +\$9,000 - Increase in travel and training expenses

The Fiscal Year 2008-09 Recommended Budget operating revenues will increase \$143,000 to \$335,000 from the Fiscal Year 2007-08 Estimated Actual of \$192,000. This 74.8% increase is due to:

- +\$140,000 - Increased cost allocation revenues
- +\$3,000 - Increase in business license revenue

SERVICE DESCRIPTION

Provide for the collection of unsecured and delinquent unsecured tax payments, Public Health Department patient accounts, Probation/Court fines and restitution payments, Public Defender Legal Services accounts, Department of Social Services accounts, franchise fees, transient occupancy taxes, and miscellaneous accounts.

	Actual FY 06-07	Adopted FY 07-08	Est. Actual FY 07-08	Recommended FY 08-09
Recurring Performance Measures				
General Collections				
To promote the financial stability of the County, each Collector II shall collect a minimum of \$420,000 each fiscal year, in addition to their unsecured tax collection and other related duties (adjusted for length of service during the fiscal year). (Unsecured and other duties represent 50% of duties) (Annual % collected of appropriate minimum)	N/A	100%	149%	100%
	-	1,260,000	1,880,000	1,260,000
	-	1,260,000	1,260,000	1,260,000
To promote the financial stability of the County, each Collector I (probationary) shall collect a minimum of \$420,000 by the end of the probationary period (1 yr) to ensure timely and accurate collection of tax payment. (Annual % collected of appropriate minimum)	N/A	100%	97%	N/A
	-	910,000	920,000	0
	-	910,000	945,000	0
To promote the financial stability of the County, each Collector I (non-probationary) shall collect a minimum of \$600,000 per fiscal year (adjusted for length of service during the fiscal year to ensure timely and accurate collection of tax payments). (Annual % collected of minimum \$600,000 per collector)	N/A	100%	97%	100%
	-	500,000	435,000	1,800,000
	-	500,000	450,000	1,800,000

TREASURER-TAX COLLECTOR-PUBLIC ADM.

Collections (cont'd)

	Actual FY 06-07	Adopted FY 07-08	Est. Actual FY 07-08	Recommended FY 08-09
Recurring Performance Measures				
Business Licenses				
To promote an efficient and responsive government, issue 100% of requested business license within 3 working days of satisfactory completion of the application process. (Annual %)	100%	100%	100%	100%
	928	1,000	1,000	1,000
In order to promote efficient and responsive government and to increase efficiency and revenue of collections, monthly prepare and mail 100% of license applications at least 30 days prior to the renewal date. (Applies to approximately 1,000 license applications annually)	100%	100%	100%	100%
	1,276	1,000	1,000	1,000

	Actual FY 06-07 Pos.	Adopted FY 07-08 Pos.	Est. Actual FY 07-08 Pos.	Recommended FY 08-09 Pos.
Position Detail				
Business Licenses				
TTC Ops Specialist	--	1.0	1.0	1.0
Sub-Division Total	--	1.0	1.0	1.0
General Collections				
Financial Systems Analyst	--	--	--	1.0
TTC Ops Supervisor	1.0	1.0	1.0	1.0
Accountant	--	--	--	1.0
TTC Ops Specialist, Sr	1.0	1.0	1.0	1.0
Collections Officer	3.0	4.0	4.0	4.0
TTC Ops Specialist	2.0	--	--	--
Sub-Division Total	7.0	6.0	6.0	8.0
Division Total	7.0	7.0	7.0	9.0

TREASURER-TAX COLLECTOR-PUBLIC ADM.

Public Assistance

	Actual FY 06-07	Adopted FY 07-08	Est. Actual FY 07-08	Recommended FY 08-09
Use of Funds Summary				
<i>Operating Expenditures</i>				
Veterans' Programs	\$ 253,343	\$ 280,435	\$ 283,036	\$ 307,359
Public Administrator	343,054	392,190	381,046	395,756
Public Guardian	739,413	910,468	785,411	825,003
Operating Sub-Total	1,335,810	1,583,093	1,449,493	1,528,118
Less: Intra-County Revenues	(93,750)	--	--	--
Expenditure Total	1,242,060	1,583,093	1,449,493	1,528,118
<i>Other Financing Uses</i>				
Operating Transfers	22,232	5,756	5,756	5,756
Designated for Future Uses	25,000	--	--	--
Division Total	\$ 1,289,292	\$ 1,588,849	\$ 1,455,249	\$ 1,533,874
Character of Expenditures				
<i>Operating Expenditures</i>				
Regular Salaries	899,952	989,625	930,032	950,971
Overtime	1,229	--	--	--
Extra Help	414	--	848	640
Benefits	281,264	358,586	307,755	387,625
Salaries & Benefits Sub-Total	1,182,859	1,348,211	1,238,635	1,339,236
Services & Supplies	152,951	234,882	210,858	188,882
Operating Sub-Total	1,335,810	1,583,093	1,449,493	1,528,118
Less: Intra-County Revenues	(93,750)	--	--	--
Expenditure Total	\$ 1,242,060	\$ 1,583,093	\$ 1,449,493	\$ 1,528,118
Source of Funds Summary				
<i>Departmental Revenues</i>				
Federal & State Revenues	\$ 68,351	\$ 45,000	\$ 51,500	\$ 46,500
Other Charges for Services	264,993	180,000	240,000	290,307
Miscellaneous Revenue	--	--	3,212	--
Revenue Sub-Total	333,344	225,000	294,712	336,807
Less: Intra-County Revenues	(93,750)	--	--	--
Revenue Total	239,594	225,000	294,712	336,807
<i>General Fund Contribution</i>	1,049,698	1,363,849	1,159,537	1,197,067
<i>Other Financing Sources</i>				
Sale of Property	--	--	1,000	--
Division Total	\$ 1,289,292	\$ 1,588,849	\$ 1,455,249	\$ 1,533,874

	Actual FY 06-07		Adopted FY 07-08		Est. Actual FY 07-08		Recommended FY 08-09	
	Pos.	FTE	Pos.	FTE	Pos.	FTE	Pos.	FTE
Position Summary								
<i>Permanent</i>								
Veterans' Programs	3.0	3.2	3.0	3.3	3.0	3.3	3.0	3.3
Public Administrator	3.0	3.9	4.0	3.9	4.0	4.0	3.0	3.9
Public Guardian	12.0	10.5	12.0	11.1	12.0	10.8	12.0	9.3
Total Permanent	18.0	17.6	19.0	18.3	19.0	18.0	18.0	16.4
<i>Non-Permanent</i>								
Extra Help	--	0.0	--	--	--	0.0	--	--
Total Positions	18.0	17.6	19.0	18.3	19.0	18.0	18.0	16.4

Significant Changes (FY 2007-08 Adopted to FY 2007-08 Estimated Actual)

The Fiscal Year 2007-08 Estimated Actual operating expenditures decreased \$134,000 to \$1,449,000 from the Fiscal Year 2007-08 Adopted Budget of \$1,583,000. This 8.4% decrease is primarily due to:

- -\$109,000 - Salary savings due to staff vacancies for much of the fiscal year
- -\$20,000 - Decrease in the cost of upgrading to a new cash management system
- -\$5,000 - Decrease in miscellaneous services and supplies

The Fiscal Year 2007-08 Estimated Actual operating revenues increased \$70,000 to \$295,000 from the Fiscal Year 2007-08 Adopted Budget of \$225,000. This 31% increase is the result of:

- +\$60,000 - Higher than anticipated estate fee revenues received for administration of decedent estates
- +\$10,000 - Increased state aid for veterans' affairs

Significant Changes (FY 2007-08 Estimated Actual to FY 2008-09 Recommended)

The Fiscal Year 2008-09 Recommended Budget operating expenditures will increase \$79,000 to \$1,528,000 from the Fiscal Year 2007-08 Estimated Actual of \$1,449,000. This 5.4% increase is primarily due to:

- +\$101,000 - Increase in salary and benefits mainly due to retirement rate increases
- +\$8,000 - Increase in miscellaneous services and supplies
- -\$30,000 - Decrease due to cash management system upgrade prior year

SERVICE DESCRIPTION

Provide administration of State and local veterans' programs and assist veterans and their dependents in filing claims for Veterans' Administration and other federal benefits. Act as administrator/executor of a decedent's estate, as required by Court appointment, provide services for the cremation of deceased indigents, and provide case management of conservatorships as appointed by the Courts for those physically or mentally unable to provide for their own personal needs of physical health, food, clothing, or shelter, or substantially unable to manage their own financial resources, resist fraud or undue influence.

The Fiscal Year 2008-09 Recommended Budget operating revenues will increase \$42,000 to \$337,000 from the Fiscal Year 2007-08 Estimated Actual of \$295,000. This 14.3% increase is the result of:

- +\$75,000 - Increase in public guardian administration monies
- -\$25,000 - Decreased estate fee revenue for administration of decedent estates
- -\$5,000 - Less estimated state aid for veterans
- -\$3,000 - Less miscellaneous revenue

	Actual FY 06-07	Adopted FY 07-08	Est. Actual FY 07-08	Recommended FY 08-09
Recurring Performance Measures				
Veterans' Programs				
To support an accessible, open and citizen friendly government, assist 100% of Santa Barbara County veterans seeking Veteran's benefits per quarter. (Applies to approximately 90 veterans per each of the three regional offices)	100% 1,139	100% 1,080	100% 1,080	100% 1,080
Public Administrator				
To promote efficient and responsive government, process and close all summary estates within one year, 100% of the time.	N/A -	100% 50	100% 56	100% 50
Public Guardian				
To promote efficient and responsive government and to provide efficient public administration services, conduct, complete and file Lanterman-Petris-Short (LPS) investigation report prior to the 30 day court hearing.	Yes	Yes	Yes	Yes

TREASURER-TAX COLLECTOR-PUBLIC ADM.

Public Assistance (cont'd)

	Actual FY 06-07	Adopted FY 07-08	Est. Actual FY 07-08	Recommended FY 08-09
Recurring Performance Measures				
In order to ensure a high quality of life for all residents, visit 100% of probate conservatees, including those out of the county, at their respective facilities every three months. (Applies to an average of 59 conservatees per year)	N/A -	100% 236	100% 236	100% 236
To promote an efficient and responsive government, open a probate investigation 100% of the time within 2 working days of each referral received.	N/A -	100% 10	100% 10	100% 10

	Actual FY 06-07 Pos.	Adopted FY 07-08 Pos.	Est. Actual FY 07-08 Pos.	Recommended FY 08-09 Pos.
Position Detail				
Veterans' Programs				
Veterans Services Rep.	3.0	3.0	3.0	3.0
Sub-Division Total	3.0	3.0	3.0	3.0
Public Administrator				
Public Adm/Cons/Vets Supervisor	1.0	1.0	1.0	1.0
Public Adm/Cons Rep.	2.0	2.0	2.0	2.0
Deputy Public Admin. Cons. Aide	--	1.0	1.0	--
Sub-Division Total	3.0	4.0	4.0	3.0
Public Guardian				
Public Adm/Cons/Vets Manager	1.0	1.0	1.0	1.0
Public Adm/Cons/Vets Supervisor	1.0	1.0	1.0	1.0
Accountant	--	1.0	1.0	--
Public Adm/Cons Rep.	6.0	6.0	6.0	6.0
Account Technician	1.0	1.0	1.0	1.0
Deputy Public Admin. Cons. Aide	1.0	--	--	1.0
Accounting Assistant, Sr	2.0	2.0	2.0	2.0
Sub-Division Total	12.0	12.0	12.0	12.0
Division Total	18.0	19.0	19.0	18.0

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