

## *Treasurer*

### **What we do:**

The Treasurers office holds a key position of public trust in the financial affairs of local government.

The following are the main services provided:

- Acts as the bank for the county, school districts, fire districts, water districts, port districts and other units of local government. Monies not needed for immediate expenditure are invested by the Treasurer.
- Collects and distributes real and personal property taxes, real estate excise taxes, special assessments and such fees that may be collected together with property taxes.
- Distrains and sells personal property for nonpayment of taxes. Real property is subject to foreclosure for nonpayment of taxes and/or special assessments and is sold at auction.
- Disposes of all property declared surplus by the Board of County Commissioners.

### **What we did in 2002:**

- Completed the conversion to the Land Information System for the collection of property taxes.
- Enhanced the Web Site with more detailed information on property taxes and foreclosure properties.
- 114,000 Tax Accounts accurately billed and collected.
- Distributed all tax collections accurately to County departments and junior taxing districts on a daily basis.
- Issued monthly Treasurers Cash Report to all County departments and junior taxing districts for which we function as ex-officio Treasurer.

### **In 2003-2004 we will help to meet County goals through these objectives:**

- We will contribute to **Effective and Efficient County Services** by maximizing county revenue in three ways. 1) Maximize the value of investing in the Kitsap County Investment Pool. 2) Manage the number of days required to process the mass tax collection for April and October. 3) Decrease tax delinquency at year-end.

### **Measurements to meet department objectives:**

- Maximize the value of investing in the Kitsap County Investment Pool.

<b>Kitsap County Pool returns vs. Washington State Local Government Investment Pool</b>	<b>2001 Actual</b>	<b>2002 Actual</b>	<b>2003-2004 Forecast</b>
Kitsap County	5.38%	4.18%	1% greater than State
Washington State	4.19%	1.79%	
Value to Kitsap County Investment Pool members	\$3,415,042	\$8,197,488	

- Manage number of days required to process mass tax collection for April and October, which allows us to maximize County revenue by investing on a daily basis.

	<b>2001 Actual</b>	<b>2002 Actual</b>	<b>2003-2004 Forecast</b>
Working days used to process tax collection	9	7	8 for 2003 (new system) 6 for 2004

- Decrease tax delinquency at year-end.

	<b>2001 Actual</b>	<b>2002 Actual</b>	<b>2003-2004 Forecast</b>
Actual delinquency rates for Kitsap County (by dollar value of billed taxes owing)	5.86%	5.42%	5.32%

## Department Budget

### Expenditures:

	<b>1999-2000 Actual</b>	<b>2001-2002 Budget</b>	<b>2003-2004 Budget</b>
Salaries	\$999,748	\$1,124,666	\$1,132,779
Benefits	242,553	299,204	316,439
Supplies	36,385	70,419	56,000
Services & Charges	85,411	92,560	93,471
Capital Outlay	8,777	0	0
Interfund Services	135,902	154,503	98,934
<b>TOTAL</b>	<b>\$1,508,776</b>	<b>\$1,741,352</b>	<b>\$1,697,623</b>

### Staffing Level:

	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>
Full Time Equivalents	13.8	13.8	12.8	11.8

### Agency Structure:

