

# Treasurer

## Department Mission

Our mission is to provide the most effective, efficient and accountable administration of all treasury and tax collection activities for the County taxpayers.

## Overview of Expenditures and Revenues

	2017 Actual	2018 Budget	2018 Estimate	2019 Request	2019 Adopted	% Change
<b>Expenditures:</b>						
Personnel	\$ 268,234	\$ 273,315	\$ 279,719	\$ 284,131	\$ 282,732	
Services & Supplies	39,938	49,379	42,975	38,563	38,563	
Equipment						
<b>Total Expenditures</b>	<b>\$ 308,172</b>	<b>\$ 322,694</b>	<b>\$ 322,694</b>	<b>\$ 322,694</b>	<b>\$ 321,295</b>	<b>-0.43%</b>
<b>Revenues:</b>						
Federal/State Grants						
Charges & Fees	\$ 79,862	\$ 78,750	\$ 74,500	\$ 74,500	\$ 74,500	
Interest & Penalties, Prop Tax	566,686	600,000	450,000	457,500	457,500	
Investment Interest	163,505	100,000	380,000	450,000	450,000	
<b>Property Tax Levy</b>	<b>(501,881)</b>	<b>(456,056)</b>	<b>(581,806)</b>	<b>(659,306)</b>	<b>(660,705)</b>	<b>44.87%</b>
<b>Total Revenues</b>	<b>\$ 308,172</b>	<b>\$ 322,694</b>	<b>\$ 322,694</b>	<b>\$ 322,694</b>	<b>\$ 321,295</b>	

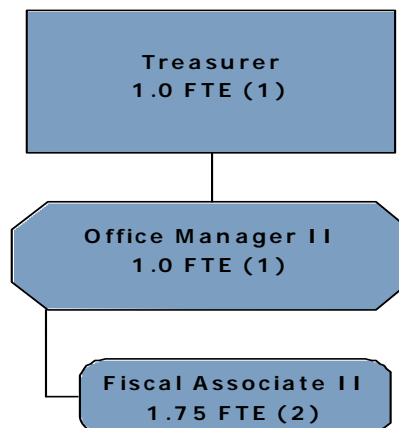
## Strategic Direction and Priority Issues

Software replacement of the ACS program. My department uses it for tax bill preparation and collections.

## Trends and Issues on the Horizon

Improved strategies with investments along with better rates will result in \$350,000 more of investment interest income. While the improved economy results in fewer tax payers being delinquent in property tax payments. I estimate \$150,000 less in property tax interest and penalties for 2019.

## Organizational Chart



Year	2011	2012	2013	2014	2015	2016	2017	2018	2019
FTE	4.00	4.00	4.00	4.00	3.75	3.75	3.75	3.75	3.75

## Program Financials

2019 Adopted Program/Service	Program 1 Treasury Management
<b>Expenditures:</b>	
Personnel	\$ 282,732
Service & Supplies	38,563
Equipment	-
<b>Total Expenditures</b>	<b>\$ 321,295</b>
<b>Revenues:</b>	
Charges & Fees	\$ 74,500
Interest; Interest & Penalties	907,500
<b>Property Tax Levy</b>	<b>(660,705)</b>
<b>Total Revenues</b>	<b>\$ 321,295</b>
Mandated Service? YES	State Stat. 59.25

Totals
\$ 282,732
38,563
-
<b>\$ 321,295</b>
\$ 74,500
907,500
(660,705)
<b>\$ 321,295</b>

2018 Approved Program/Service	Program 1 Treasury Management
<b>Expenditures:</b>	
Personnel	\$ 273,315
Service & Supplies	49,379
Equipment	-
<b>Total Expenditures</b>	<b>\$ 322,694</b>
<b>Revenues:</b>	
Charges & Fees	\$ 78,750
Interest; Interest & Penalties	700,000
<b>Property Tax Levy</b>	<b>(456,056)</b>
<b>Total Revenues</b>	<b>\$ 322,694</b>
Mandated Service? YES	State Stat. 59.25

Totals
\$ 273,315
49,379
-
<b>\$ 322,694</b>
\$ 78,750
700,000
(456,056)
<b>\$ 322,694</b>

<b>#1 Treasury Management</b>		<b>Budget</b> <b>\$322,694</b>	<b>Levy</b> <b>-\$660,705</b>		<b>FTE's</b> <b>3.75</b>
<p>Treasury is responsible for the receipting and balancing of all general funds the County receives. We are responsible for ensuring all of the revenue is allocated into the proper departmental revenue accounts. Tax receipting is done on a daily basis in our office. During our peak times we receipt between 500 and 1500 receipts each day. All year we collect delinquent taxes and advance tax payments. Receipts must be kept up to date, as our records serve as official/legal documents in the buying/selling of properties. Balancing funds vs receipts is always completed daily. Last year we receipted \$250 million dollars in our office.</p> <p>We create and produce the tax rolls for all the County's eighteen municipalities. Calculate mill rates, set up municipal special assessments, county special charges, coordinate and process state tax related materials. Order all forms for tax creation, collection and settlement process. Ensure municipal tax master files reflect first half tax collections for the fifteen municipalities that County does not collect for. Collect the first half for the City of Eau Claire, City of Altoona, and Town of Ludington. This includes twice weekly distribution of collected funds. Calculate January, February, and August Settlements for all taxing jurisdictions. Assume second half collections. Provide municipal treasurers and clerks all the help that they need to accurately process tax information. Process and remit State reports each month. Give taxpayers, realtors, title companies, attorneys and lending institutions the most reliable and efficient service that we can. This office also disburses all county payroll and accounts payable checks.</p>					
<i>(YTD column = Jan-July results)</i>		<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>YTD2018</b>
<b>#1 Treasury Management</b>					
Total # of real estate tax statements produced (during December):		45,648	45,784	45,914	
- # of real estate tax stmts produced for the City of Eau Claire only		21,588	21,650	21,701	
- # of real estate tax stmts produced outside the City of Eau Claire		24,060	24,134	24,213	
# of personal property tax statements produced (during December):		2,984	3,071	3,118	
# of municipalities supported by Treasurer's Office:		18	18	18	18
# of municipalities contracting with Eau Claire Co for tax collection:		3	3	4	3
# of general transactions processed per year:		3,141	3,413	4,146	2,600
Dollar total of general transactions processed per year:		\$97,138,936	\$98,138,785	\$115,758,691	\$93,523,119
# of tax transactions processed during the year:		48,106	46,318	50,017	28,751
Dollar amount of tax transactions collected during the year:		\$115,146,627	\$114,393,134	\$131,461,564	\$75,649,792
Dollar amount of delinquent taxes collected during the year:		\$2,497,488	\$2,467,786	\$2,552,465	\$605,320
# of tax bill statements returned 'undeliverable' requiring follow-up:		65	86	57	
# of Seasonal Employees		5	4	3	2
Year to date total overage (shortage) of daily cash receipts:		\$0	\$45	-\$20.55	\$0.11
Total dollars collected & processed through Treasurer's office:		\$214,783,051	\$214,999,705	\$249,772,720	\$169,778,231
<b>Performance Goal</b>	<b>Outcome Measures</b>	<b>Benchmark</b>	<b>2016</b>	<b>2017</b>	<b>YTD2018</b>
Provide tax statements and rolls per WI Statute 74.03	100% of tax rolls and statements will be provided to the municipal treasurers by December 8, 2018	100%	100%	100%	100%
To give municipal clerks and treasurers all the help that they need to properly process tax information	There will be no fines assessed against Eau Claire Co. due to delay in issuing settlement payments to municipalities, school districts, or the State of WI.	\$0	\$0	\$0	\$0
To ensure that each receipt is written properly for both general receipts and tax pymts	The year-to-date cash balancing shortage or overage will be less than .0005% of the total receipts.	0.00000%	0.00002%	-0.00001%	0.00000%
Timely bank deposits	100% of receipts issued by 4:30 p.m. are deposited in the bank each day. Checks held are deposited next business day.	100%	100%	100%	100%
<b>Totals</b>		<b>Budget</b> <b>\$322,694</b>	<b>Levy</b> <b>-\$660,705</b>		<b>FTE's</b> <b>3.75</b>

