

# Treasurer-Tax Collector-Revenue Services Newsletter

*At A Glance ~ April 2017*

## Treasurer

*Sandie Arnott, Treasurer-Tax Collector*

- As we gear up for peak tax collection we have the following in place: The Half Moon Bay office will be open April 4<sup>th</sup>-10<sup>th</sup> and the mobile mailbox will be in place April 4<sup>th</sup>-10<sup>th</sup>. As you know, South San Francisco is manned year-round.
- My legislative platform bill, SB7, will be heard in front of the Senate Education Committee on Wednesday, April 5<sup>th</sup> at 9:00 a.m.. This bill requires more transparency in bond measures presented to voters. I will be in Sacramento testifying in support along with Senator John Moorlach. Wish me luck!
- I will be attending the Progress Seminar in Monterey April 21<sup>st</sup>-23<sup>rd</sup>. This is a great opportunity to learn about and discuss regional issues, especially those which could impact San Mateo County and network with our County, City and State partners.
- **Coming Soon:** Blood Pressure Station in the workout room.
- Thanks for all you do – you are appreciated!



The Treasurer-Tax Collector-Revenue Services staff celebrated St. Patrick's Day on March 17<sup>th</sup> (left to right): Jorge Gutierrez, Scott Poteet, Nicole Myers, Telly Kintanar, Kathy Schwarzbeck, Sandie Arnott, Terry Morales, Mary Barulich, Mike Cassacia, Kathy Ailand, Joe Demee, Tiffany Htwe, and Gina Luiz.

## Tax Collector

*Robin Elliott, Assistant Tax Collector*

- The second installment of secured property taxes are due by April 10<sup>th</sup> and the Tax Collector staff have come off their 9/80 schedule in anticipation of peak collection.
- Robin Elliott is working with ATI to update the Tax Collector's IVR system. The updated system is a cloud based solution, and will offer expanded services such as Spanish language options. We anticipate implementation of the updated system to begin over the summer. In the meantime, Patrick Peterson is working with ATI to troubleshoot the issues we have been experiencing with taking credit card payments over our current IVR system.
- Programming for the e-bill subscriber due date reminder notice has been completed, and the first reminder will be sent in April. Reminder notices of secured tax due dates will be sent to all e-billing subscribers on December 1<sup>st</sup> and April 1<sup>st</sup> each year.
- Scott Poteet has accepted the position of Revenue Collector II in the Tax Office. His start date will be April 10<sup>th</sup>. Congratulations Scott!

## Human Resources & Wellness

*Tiffany Htwe, Management Analyst*

- **HR Update:** Gerimar "JJ" Tabbay accepted an Accountant II position in the Controller's Office. His last day was March 24<sup>th</sup>. We would like to wish him success in his future career.
- The new Investment Services Specialist will tentatively be onboard by May 8<sup>th</sup>.
- **Employee Retreat:** We would like to include a Wellness class at the Department Retreat on October 4<sup>th</sup>. Attached, please find a list of classes for your review. You may email Tiffany Htwe your top three choices and we will select the most popular class.
- **Wellness:** We encourage you to schedule your annual wellness screening. Also, remember to complete the health assessment online afterwards. Next year's wellness dividend will depend upon our participation in this year's wellness screening.
- **Way to Go!** The last day to submit a Way to Go! is April 7<sup>th</sup>.

Take a moment to recognize your co-workers who have displayed excellent performance in providing service, supporting our staff, or going that extra mile to help or implementing innovative ideas.



Please be sure to bring your tennis shoes on Tuesday, April 18<sup>th</sup> at 10:00 a.m. for our department walk. We will meet on the front steps of 555 County Center. We have extended an invitation to staff of the Assessor's office who expressed an interest in joining us. All participants will be included in a Sandie's Bag o' Stuff raffle!

## Revenue Services

*Laura Williams, Revenue Services Division Manager*

### Upcoming Meetings

- Court unit staff meeting April 13<sup>th</sup>
- Hospital unit staff meeting April 11<sup>th</sup>

- I'm very pleased to announce that James Cheng will be joining our division as the Senior Accountant on April 10<sup>th</sup>. James will be working in the Fiscal/Administration Unit and will report to Laura Williams. Please give James a warm welcome as a new member of our team.
- I want to thank Dimas Meneses, Carol Poon, Sherry Kong and Beverley Evans for their hard work these past months while the unit has been short staffed. No matter what the task you all find a way to get it done. I know that it has been crazy lately but you are all doing a great job and I appreciate all that you do.

## Investments

*Charles Tovstein, Chief Investment Officer & Joe Demee, Financial Services Manager II*

- The Treasury Oversight Committee will meet on Monday, April 17<sup>th</sup> at 12:00 p.m. in the Treasurer-Tax Collector Conference Room.
- The market value of the pool is approximately \$4.965 billion for the month and quarter ending on March 31<sup>st</sup>.