

Treasurer-Tax Collector-Revenue Services Newsletter

At A Glance ~ March 2017

Treasurer

Sandie Arnott, Treasurer-Tax Collector

- Our department budget meeting with the County Manager will be held on Tuesday, March 7th. Priorities to be discussed include purchasing a new property tax system, implementation of an interim IVR system until a new tax system is implemented and department-wide security features. Performance measures including employee engagement and revenue goals will also be discussed.
- The 2017 County Investment Policy was approved by the Board of Supervisors on 2/28/17 as well as approval of Delegation of Authority to the Treasurer to invest the pooled funds.

Coffee with Sandie



I have had the opportunity to meet with several of you for coffee and have thoroughly enjoyed getting to know you outside of the workplace. I hope you have found our time together enjoyable as well. If you have not already signed up for a coffee chat with me, please do so. I am extending an open invitation to each of you. Please see Gina Luiz to set up an appointment.

Revenue Services

Laura Williams, Revenue Services Division Manager

•Upcoming Meetings

- Court unit staff meeting: March 9
- Hospital unit staff meeting: March 14

- Renee Lam will be out of the office until April.
- Krystal Gates will be out of the office possibly until August.
- The 2015-17 Statewide Amnesty Program ends March 31, 2017. This was a program that allowed a 50% or 80% discount on old unpaid vehicle code and non-vehicle code infractions and reinstatement of their driver's license. I would like to extend my deepest gratitude to the collectors, cashiers and fiscal staff for their hard work and patience during the Amnesty Program time period.

Investments

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

- The current par value of the pool is \$4.935 billion and the estimated gross earnings for the month ending in February 28 are 1.125%

Learning & Development

Casual Coaching course on Thursday, March 30, 2017 @ 12:00pm
Location: 264 Harbor Blvd #A, Jupiter Room in Belmont

Casual coaching is confidential and informal peer to peer coaching. The typical Casual Coaching session is a two-hour networking event that is centered on a stated topic, usually with simple and brief presentation and/or activity.

To register for this session with supervisor approval, please visit LMS.

Human Resources & Wellness

Tiffany Htwe, Management Analyst

•**Payroll Reminder:** Please turn in your white slips on time. It is imperative for me to know you are coding your time card accurately in ATKS and the white slip is the confirmation. Please keep in mind that the process to correct the timecode error will take approximately one to two pay periods (up to 4 weeks).

•**Wellness Updates:** We received a \$1,305.00 Wellness Grant for FY2016-17. Please let me know if you have ideas on how we should spend the grant money. The use of funds must align with the County policies.

Here are the items that some of you suggested and we are working on implementing:

Filtered Water: The unit will be installed before the end of March 2017.

Digital Blood Pressure Machine: We are looking into purchasing one and the ETA is April 2017.

Vacuum Cleaner: Before we purchase the vacuum cleaner, we are communicating with Public Works to making sure we receive their services per our Service Level Agreement.

•**HR Update:** We lost two of our Revenue Collectors; one from Tax and one from Revenue Services. Francis Wambu's last day with us was January 27th. His family decided to move back to Southern California. Wes Mercado's last day with us was February 24th. He has accepted a position in the Department of Planning and Building. We will open the departmental-only recruitment for the two Revenue Collector II positions in early March.



We will miss Wes, but wish him success in his next endeavor!

Tax Collector

Robin Elliott, Assistant Tax Collector

•Secured name/address change bills will be going in the mail by March 10th.

•Robin Elliott has worked with our programming team to develop a payment reminder notice to be sent to all Secured tax e-billing subscribers on 12/1 and 4/1 each year. The reminder is generic, and will be sent to all participants regardless of payment status. The first reminder will be sent on April 1, 2017.

•Robin will be out of the office March 8-March 17th.

She will wave to you from Ireland! 😊