



**ALAMEDA COUNTY  
TREASURER – TAX COLLECTOR  
FISCAL YEAR 2021-2022**

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**Budget Work Session**

**Henry C. Levy**  
Treasurer-Tax Collector  
April 13, 2021

- Provide Alameda County departments and other depositing agencies with a safe, secure and convenient countywide central banking facility and treasury administration services, including the investment of 'idle' funds while awaiting their use for departmental operations;
- Provide timely and accurate real estate and personal property tax billing and collection services;
- Provide efficient business licensing services in Alameda County's unincorporated areas; and
- Provide comprehensive in-house administration of the County's deferred compensation programs.

## Mandated Services

- Section 2602, et seq. of the California Revenue and Taxation Code requires the Treasurer-Tax Collector to bill, collect and process all real estate and personal property taxes.
- Section 2.58.070, Custody of Funds of the Alameda County Charter, requires the Treasurer to receive and secure revenues from all other sources.
- Chapter 3.04, Section 550 of the Alameda County Charter, requires the Tax Collector to administer the issuance and collection of business licenses in the unincorporated areas of the County.

## Non-Mandated Services (Discretionary Services)

- By annual ordinance, the Board of Supervisors delegates its authority to invest "idle" funds in the County treasury to the County Treasurer. Government Code Section 53601, et seq. and the Treasurer's investment policy provides investment guidelines.
- By board resolution, the Board of Supervisors designated the County Treasurer as the Deferred Compensation Plan Officer in charge of the administration of the voluntary employee-contributory tax-deferred savings plans sponsored by the County:
  - a. The 457 (b) plan with after tax Roth feature for all county employees; and
  - b. The 401 (a) plan for certain qualified employee groups.

## **Eliminate Homelessness**

- Continue to work with local financial institutions through our IMPACT deposit program to encourage them to invest in low-income housing projects within Alameda County.

## **Thriving & Resilient Population**

- Implement an income replacement study to better understand specific funds needs as well as financial wellness.
- Initiate a study of income requirements for employees to help them achieve their specific financial goals.

## **Prosperous & Vibrant Economy**

- Continue our efforts to convince County officials to consider simplifying the Alameda County Business License Tax Ordinance and include an update to incorporate taxation of the Cannabis business.
- Continue the use of Treasurer's influence by working with local financial institutions to explore opportunities to provide financial services for housing, small business and non-profit organizations in Alameda County.

## **Collaboration**

- Continue our work with various agencies within the County to increase revenues for our department and the County as a whole.
- Continue our collaborations with Community Development Agency and Public Works Agency to create videos on how to educate new business owners on how to open and maintain businesses in the unincorporated areas of the County.
- We have collaborated with Community Development Agency to reach out to businesses to provide grants during COVID-19.
- Continue our work with Public Health Department to provide new business owners important information on how to open a business with COVID-19 safety precautions.
- Continue our work with Public Works Agency to get business license data from all businesses that come into the unincorporated areas to perform work.

## **Collaboration**

- We have collaborated with Environmental Health to ensure that health permits are obtained by all new businesses. Environmental Health is also informing us of businesses they locate without active business licenses to bring them into compliance.
- Working with the Clerk-Recorder's office, we are getting businesses to file their fictitious business names and maintain them while in business.

## **Sustainability**

- Audit internal processes to work towards a 100% paperless department saving 25 trees every year.
- Explore options for flexible work locations to reduce our carbon footprint.



## **Fiscal Stewardship**

- Using techniques and resources allowed by Revenue & Tax Code 3691, we will continue to sell or attempt to sell any tax-defaulted properties in Alameda County.

## **Innovation**

- Continue to improve the investment pool reports to include data on environmental, social, and governance risks associated with the holdings.
- Continue to track the Tax System Modernization project plan to lead its strategic direction of developing an in-house solution from the County's ITD.

# Accomplishments for FY 2020-2021

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## **Accessible Infrastructure**

- Identifying new businesses has significantly increased the collection of the Certified Access Specialist program (CASp) fee. This fee is used in order to ensure accessibility to businesses and ensure education to CDA staff on measures and requirements for accessibility.

## **Thriving & Resilient Population**

- Reorganized the investment structure of the 457(b) and 401(a) DC plans by exclusively offering institutional mutual funds shares, target date funds, and other alternative low-cost investment options that are projected to improve asset growth within the program.
- Offered free debt-counseling services.
- Provided a transparent fee structure that eliminates paying for plan fees through revenue-sharing and replaced it with a plan expense charge to participants. The plan expense charge is based upon a participant's account balance.

# Accomplishments for FY 2020-2021

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## **Safe & Livable Communities**

- Working with CDA and Supervisor Nate Miley's office, we were an active and essential member of the Group Living Facilities Committee (GLF). We were active in creating the database that is used to assist business owners with group living residences to maintain affordable housing options for the community.

## **Crime Free County**

- Constructed a security barrier at the tax-collection customer service counters to provide a secure working environment.

# Accomplishments for FY 2020-2021

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## **Prosperous & Vibrant Economy**

- Increased business license tax collection in unincorporated areas by identifying and enrolling unregistered businesses. Also, actively audited business accounts to determine correct reporting of business revenues that are subject to business license taxes.

## **Innovation**

- Updated procedures for our collection enforcement unit to aid the collections staff which resulted in stronger collections.
- Implemented a countywide email hub to centralize and provide better control of wire transfer requests from various County departments.

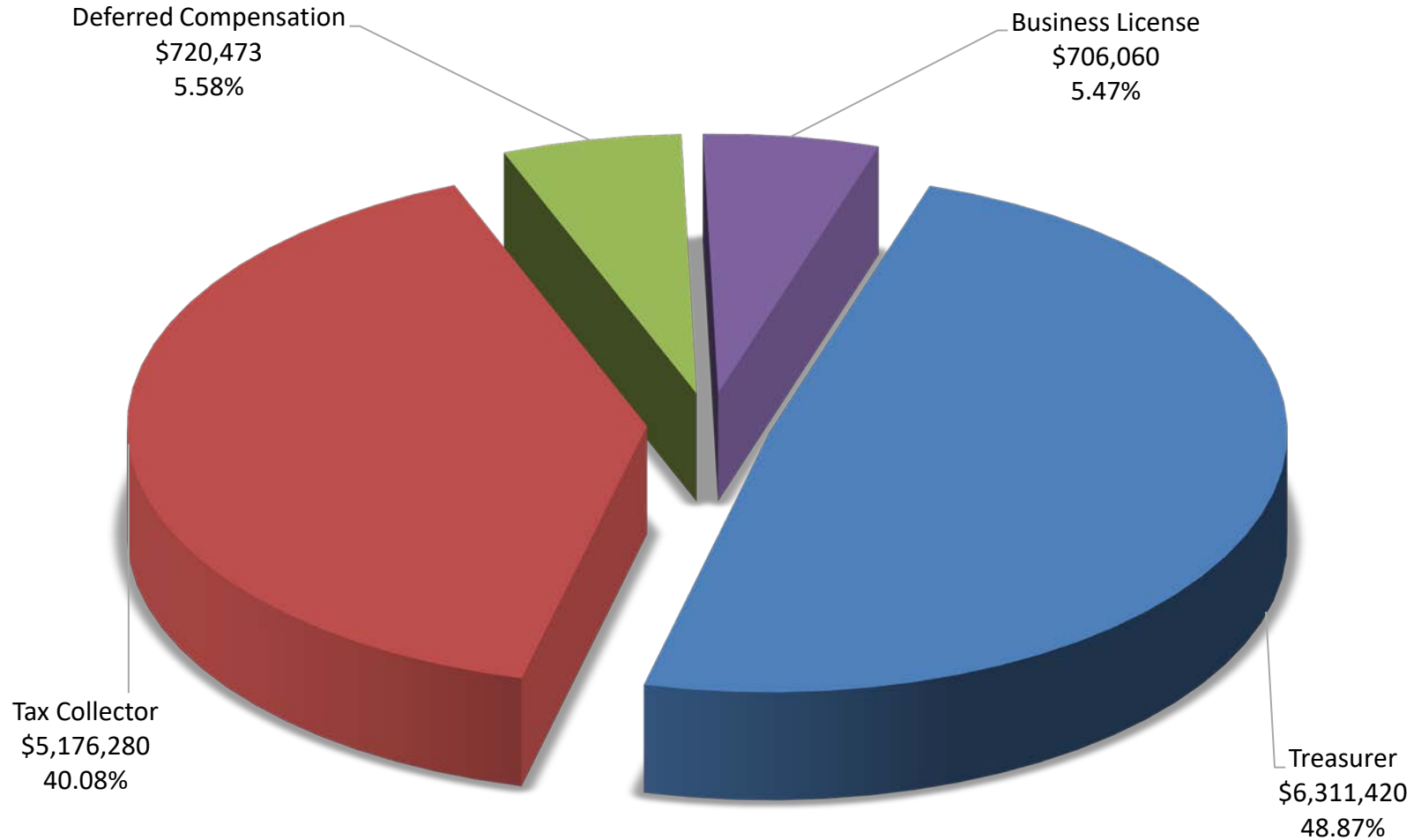
| TREASURER-TAX COLLECTOR | FY 2020-2021    | FY 2021-2022 | Change from 2020-2021 Budget |         |
|-------------------------|-----------------|--------------|------------------------------|---------|
|                         | Approved Budget | MOE Budget   | Amount                       | Percent |
| Appropriations          | 13,018,080      | 12,914,233   | -103,847                     | -0.80%  |
| Revenue                 | 10,252,153      | 10,075,008   | -177,145                     | -1.73%  |
| Net County Cost         | 2,765,927       | 2,839,225    | 73,298                       | 2.65%   |
|                         |                 |              |                              |         |
| FTE - Mgmt              | 20.33           | 20.33        | 0.00                         | 0.00%   |
| FTE - Non Mgmt          | 34.14           | 34.14        | 0.00                         | 0.00%   |
| Total FTE               | 54.47           | 54.47        | 0.00                         | 0.00%   |

# Major Components of Net County Cost Change

| Component  | NCC Change   |
|--|--------------|
| Salary and Employee Benefits <sup>1</sup>            | \$ 6,322     |
| Discretionary Services and Supplies                  | \$ 0         |
| Non-Discretionary Services and Supplies <sup>2</sup> | - \$ 110,169 |
| Revenue Accounts (decrease) <sup>3</sup>             | \$ 177,145   |
| Total NCC Change                                     | \$ 73,298    |

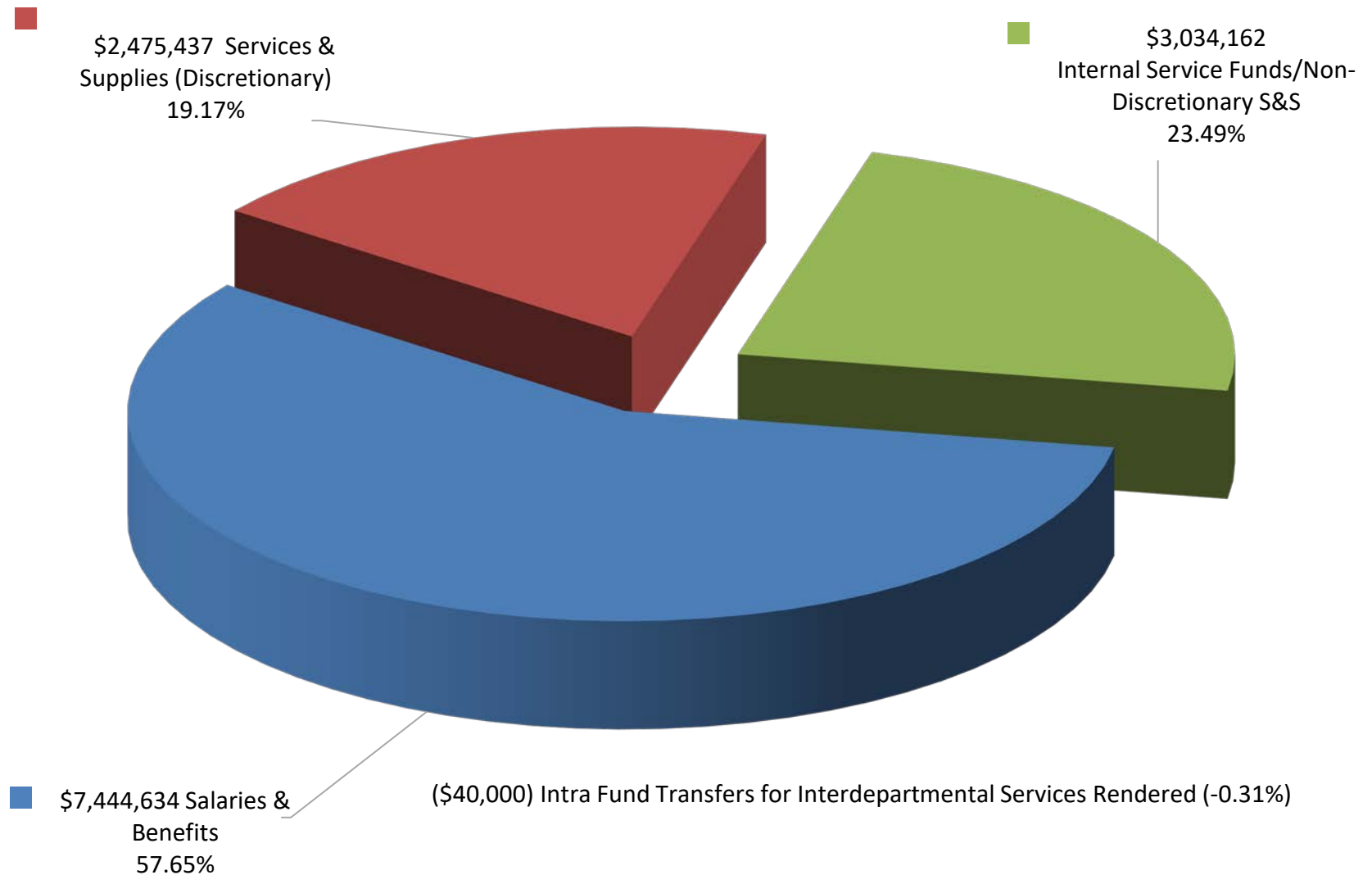
1. Increase in S&EB is due to the net effect of salary adjustments from step increases and cost of living adjustments.
2. Decrease in Non-DS&S related to decreased ITD costs and other ISF funds.
3. Decrease in revenues relates to the decrease in Charges for Current Services.

# Appropriation by Departmental Function



**Appropriations: \$12,914,233**

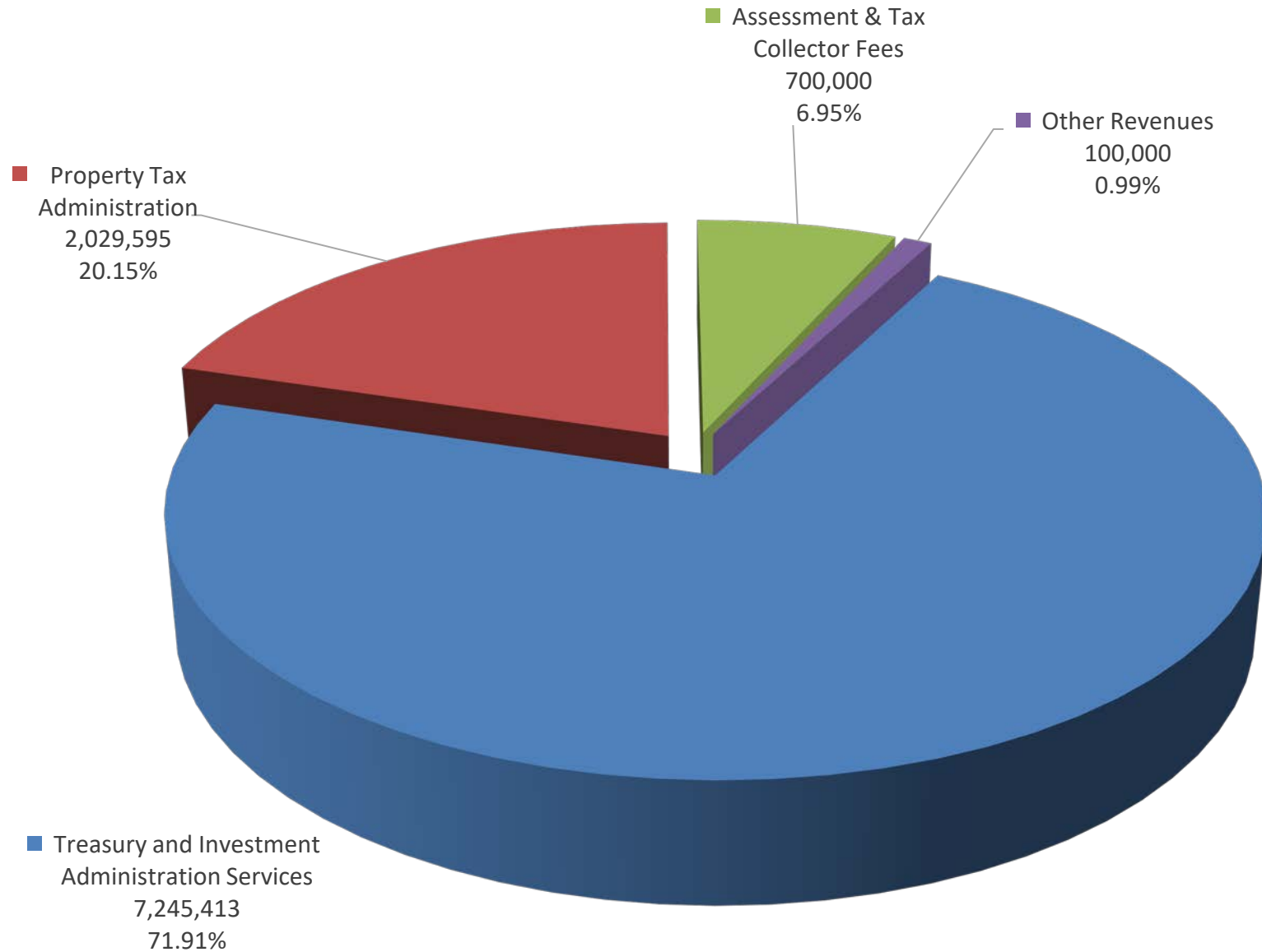
# Appropriation by Major Objects



**Appropriations: \$12,914,233**



# Total Revenue by Source



**Revenue: \$10,075,008**

**Questions?**

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