county of ventura

LAWRENCE L. MATHENEY
TREASURER
TAX COLLECTOR

Don R. Hansen
Assistant Treasurer-Tax Collector

December 15, 2009

Ventura County Board of Supervisors
County Government Center
800 South Victoria Avenue
Ventura, CA 93009

SUBJECT: Approval of and Authorization to Increase Appropriations for Relocating the Ventura County Treasury into Area Vacated by the Office of Public Administrator and Public Guardian (PAPG). Requires 4/5ths Vote.

RECOMMENDATION:
Approve and authorize the Auditor-Controller's Office to increase appropriations and unanticipated revenue for the relocation of the Ventura County Treasury to the location vacated by the Public Administrator/Public Guardian as follows:

Treasury Division - Org 1903

INCREASE	Treasury Administrative Service Fees	$73,184.00
INCREASE	Services and Supplies	$73,184.00

FISCAL/MANDATES IMPACT:

Mandatory:	No
Source of Funding:	Treasury Investment Fees
Funding Match Required:	No
Impact on Other Departments:	None

Summary of Revenues and Total Costs	FY 2009-10	FY 2010-11
Revenue:	$73,184.00	$0
Costs:		
Direct	$73,184.00	$0
Indirect-Dept.	$0	$0
Indirect-County Cap	$0	$0
Total Costs	$73,184.00	$0
Net Costs	$0	$0
Recovered Indirect Costs	$0	

CURRENT FISCAL YEAR BUDGET PROJECTIONS AT SEPTEMBER 30, 2009

Current FY 2009-10 Budget Projection for Treasurer-Tax Collector Org 1900				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated (Savings/Deficit)
Appropriations	4,800,606	4,820,447	4,820,447	0
Revenue	3,935,000	3,935,000	(1) 3,935,000	0
Net Cost	865,606	885,447	885,447	0

(1) The Projected Budget Revenue of $3,935,000 does not include the funds that are proposed by this letter.

DISCUSSION:

Your Board adopted Ordinance 4399, separating the Office of Public Administrator and Public Guardian (PAPG) from the Office of Treasurer-Tax Collector, effective March 26, 2009. Subsequently, PAPG has continued to occupy the same work area in the Treasurer-Tax Collector's section at the Hall of Administration. This work area is situated between the Tax Collector side of operations and the Treasury side of operations. It is expected that in December 2009, PAPG will complete their relocation to another building. At that time, the space that they are vacating will be available for reassignment to another agency.

The Treasury provides a service for County agencies and qualifying government entities to deposit cash and checks from their daily operations for investment purposes. To maintain controls over the safeguarding of these assets, it is recommended that the Treasury move into the area vacated by PAPG. This area is in proximity to the vault located in the Tax Collector's side of operations which will enable staff to handle deposits within a single secured perimeter and with less exposure to risks. This move will also make available valuable stand-alone Main Plaza space of approximately 1184 square feet for use by another County operation.

In accordance with Government Code 27013, the actual administrative cost of the Treasury operations is reimbursable from the treasury pool of investments effectively spreading that cost among all of the participating public agencies. The requested appropriations will be recovered through the normal reimbursement process.

This letter has been reviewed and approved as to form by the CEO, the Auditor-Controller and County Counsel.

If you have any questions regarding this item, please call me at 654-3726.

LAWRENCE L. MATHENEY
Treasurer-Tax Collector