



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Treasurer-Tax Collector
Department No.: 065
For Agenda Of: October 2, 2018
Placement: Departmental
Estimated Time: 5 minutes
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Harry E. Hagen, CPA, CFIP, CGIP, CPFO, ACPFIM
Director(s) Treasurer-Tax Collector-Public Administrator, 568-2490
Contact Info: Kim Tesoro, CPA, CFIP, CGIP, CPFO
Assistant Treasurer-Tax Collector-Public Administrator, 568-2153

SUBJECT: Approve Extra Help Services and Retirement Waiver for the Treasurer-Tax Collector's Department

County Counsel Concurrence

As to form: Yes

Other Concurrence: Select_Other

As to form: Select_Concurrence

Auditor-Controller Concurrence

As to form: N/A

Recommended Actions:

That the Board of Supervisors:

- a) In accordance with California Government Code Section 7522.56(f)(1), certify that the appointment of retiring County employee Rochelle Anthony is necessary to fill a critical need in the Treasurer-Tax Collector's Department before 180 days have passed from her date of retirement;
- b) Approve and authorize the Treasurer-Tax Collector's Department to appoint retiring employee Rochelle Anthony as an Extra Help employee to provide fiscal support on a part-time basis not to exceed 960 hours of annual service; and
- c) Determine that the above actions are not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15378(b)(4) and 15378(b)(5) because they consist of government administrative or fiscal activities that will not result in direct or indirect physical changes in the environment.

Summary Text:

Rochelle Anthony is retiring as the Treasury Finance Chief for the Treasurer-Tax Collector's Department on October 8th, 2018, after 37 years of service with the County including 8 years with this department. As the Treasury Finance Chief, Ms. Anthony had primary responsibility and oversight of the department's fiscal function which reconciles the County Treasury, including all tax collections, and establishes proper departmental internal controls. To assist in the transition of operations, collection of cannabis tax, and collection of property tax, the Treasurer-Tax Collector requires Ms. Anthony's continued services, on a part-time as needed basis. Her appointment and compensation will conform to all requirements of Government Code Section 7522.56.

Fiscal and Facilities Impacts:

Budgeted: Yes, salary savings from other vacancies will be used to offset the costs of hiring Ms. Anthony as extra-help.

Staffing Impacts: None

Authored by:

Kim Tesoro, Assistant Treasurer-Tax Collector