

# SANTA BARBARA COUNTY BOARD AGENDA LETTER



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

## Agenda Number:

**Prepared on:** 1/27/05  
**Department:** Clerk-Recorder-Assessor  
**Budget Unit:** 062  
**Agenda Date:** 2/08/05  
**Placement:** Administrative  
**Estimate Time:** NA  
**Continued Item:** NO  
**If Yes, date from:**

**Document File Name:** F:\group\mgmt\contract\PTAP Board Letter 0205.doc

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**TO:** Board of Supervisors

**FROM:** Joseph E. Holland  
Clerk, Recorder and Assessor

**STAFF CONTACT:** Dana R. Bentley, Departmental Analyst  
Extension 2214

**SUBJECT:** Authorization to Participate in the 2004 – 2005 State-County Property Tax Administration Program

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## Recommendation(s):

That the Board of Supervisors:

- a) Authorize the Chairperson of the Board of Supervisors to sign an Agreement for 2004/05 State-County Property Tax Administration Grant Program with the State of California (Attachment 1);
- b) Authorize the Clerk-Recorder-Assessor, and County Administrator, to notify the State Department of Finance of Santa Barbara County's election to begin a new grant contract with the State providing for the State-County Property Tax Administration Grant Program in the amount of \$926,817.

## Alignment with Board Strategic Plan:

*This program is consistent Board Goal Number 1 -- Reanalyze, reform, and respond to the changing nature of County resources and responsibilities.*

## **Executive Summary and Discussion:**

Assembly Bill 818 (Vasconcellos) was signed into law by Governor Wilson on October 21, 1995 and it established the State-County Property Tax Administration Program. AB719 (Torlakson) continued the Property Tax Administration Program through the 99-00 fiscal year, AB1036 added a final year to the loan program. Effective for the 02-03 fiscal year, the program became a grant program under AB589.

Approval of the current contract will provide our County with another \$926,817, for a nine-year funding total of \$9.2 - million.

Adoption of staff's recommendation will mean that the State will provide the County with \$926,817 in funding for one year.

## **Mandates and Service Levels:**

In accordance with the Agreement for State-County Property Tax Administration Program (attached), the Clerk-Recorder-Assessor has agreed to satisfactorily meet performance requirements where the result of the following is equal to or exceeds the grant amount received by the County:

- New Construction Appraisal
- Re-appraisable Transfers
- Assessment Appeals
- Mandatory Business Audits
- Proposition 8 Assessment Reviews
- Supplemental value added (estimated at 50% of the transfer and new construction values)

With the increased staff funding provided by the Property Tax Administration Program, the Clerk-Recorder-Assessor has been able to meet the past goals and will continue to meet the new the agreed upon goals as stated in the attached Agreement.

## **Fiscal and Facilities Impacts:**

There is no increase in net county cost resulting from participation in this program. As all Property Tax Administration positions are currently allocated to the Clerk-Recorder-Assessor, there are no facility impacts.

Approval of the recommendations will provide that the Clerk-Recorder-Assessor property assessment functions receive a maintenance of effort funding level to at least cover the expenses of the maintenance of effort with budgeted FTE's of no less than 67.8 full-time positions (comprising the Department's Assessor Division staff, Assessor, Administrative and Information Systems Divisions). Adoption of maintenance of effort funding and staffing levels is required in order for our County to participate in the Property Tax Administration Program.

**Special Instructions:**

That the Clerk of the Board forward Santa Barbara Property Tax Administration Grant Program contract to Mary Ann McMullin, California State Department of Finance by April 30, 2005. Also, send two copies of the signed Board Letter to Dana Bentley, Departmental Analyst of the Clerk-Recorder-Assessor's office.

**Concurrence:**

County Administrator

Attachments:

Agreement for State-County Property Tax Administration Grant Program  
Estimated Eight Year Loan Allocation - Exhibit A  
02-03 Actual Dollars Spent  
Whole Office Approach – Effective July, 2005  
Whole Office Approach – Forecast for June, 2005  
Auditor Controller Review Letter