



Board Agenda Item 21

DATE: October 23, 2018

TO: Board of Supervisors

SUBMITTED BY: Paul Dictos, CPA, Assessor-Recorder

SUBJECT: State Supplementation for County Assessors' Program (SSCAP) Grant Acceptance

RECOMMENDED ACTION(S):

1. **Adopt Budget Resolution increasing FY 2018-19 appropriations and estimated revenues SSCAP Grant Fund 0035, Subclass 17059, Org 1049 in the amount of \$750,000 (4/5 vote); and**
2. **Adopt Budget Resolution increasing FY 2018-19 appropriations and estimated revenues for the Assessor-Recorder Org 04200100 in the amount of \$750,000 (4/5 vote).**

On September 25, 2018, your Board authorized the retroactive grant submission to the California State Department of Finance for the State Supplementation for County Assessors' Program (SSCAP) for the period of July 1, 2018 through June 30, 2021. The program is designed to enhance the local property assessment effort by assisting the County Assessor in the improvement of the quality and timeliness of assessments and other assessor duties. The Recommended Actions will allocate SSCAP funds to augment Assessor staffing needs and enhancements to the new Megabyte Property Tax System (PTS) in order to achieve program goals. This item is countywide.

ALTERNATIVE ACTION(S):

If the recommended actions are not approved, the grant funds will not be made available to the Assessor and the Department's ability to meet the goals of SSCAP will be stalled.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended actions. The required matching funds are already included in the Assessor's FY 2018-19 Property Tax Administration Program (PTAP) Org 1040 Budget. Matching funds will also be included in the Assessor's FY 2019-20 and FY 2020-21 requested PTAP budgets.

Recommended Action 1 will increase FY 2018-19 appropriations and estimated revenues for the SSCAP Grant Org 1049 in the amount of \$750,000. These appropriations will allow for an Operating Transfer Out to the Assessor General Fund Org 04200100. Recommended Action 2 will increase FY 2018-19 appropriations in Salaries by \$650,000, Services, and Supplies by \$100,000 and estimated revenues for the Assessor Org 04200100 in the amount of \$750,000. FY 2019-20 and FY 2020-21 SSCAP appropriations and estimated revenues will be included in those annual budget requests.

DISCUSSION:

On September 25, 2018, your Board authorized the Assessor-Recorder to retroactively apply for the new iteration of the County Assessor Grant Program, SSCAP. The competitive application was submitted

August 30, 2018 and on October 3, 2018, the California Department of Finance (DOF) noticed the department that the County Assessor had been selected to participate in the program. A grant award letter was also issued.

The SSCAP funds are available to participating Assessors to supplement, and not supplant, existing funding and staffing levels. The Assessor applied for the maximum of \$750,000 annually SSCAP funding for FY 2018-19 to fund eight (8) FTE positions to be used exclusively for overtime and Extra-Help for the duration of the program, with no additional permanent staffing, as well as pay for enhancements to the Megabyte PTS.

REFERENCE MATERIAL:

BAI #26 September 25, 2018

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Budget Resolution (Org 1049)

On file with Clerk - Budget Resolution (Org 04200100)

CAO ANALYST:

Juan Lopez