Treasurer

Mission Statement

The mission of the Davis County Treasurer is to collect and distribute property taxes in an efficient and cost-effective manner and to act as the Investment Office for Davis County Government in order to supplement revenues in accordance with the Utah Money Management Act.

Prior Year Inputs/Outputs

FTE (2023): As of 2023, 6.92 FTEs The Treasurer has three part-time postions. One is currently vacant, but we will likely fill the part-time position in the future. There are also five full-time positions. In 2023 one part-time position was changed to full-time in order to process all Assessor personal property tax payments. This is the first year the Treasurer has taken on the responsibility of these collections.

Core Functions & Services

- Function 1. Collect and distribute property taxes and report to the Utah State Tax Commission and the taxing entities in Davis County.
- Function 2. Invest Davis County funds. Davis County Treasurer has entered into a contract with Moreton Asset Management, a Certified Investment Advisor approved by the Utah Money Management Council in accordance with the Utah Money Management Act, to help in the management of an investment portfolio for Davis County.
- Function 3. Receipt Davis County revenues, including all funds received by all offices and departments of Davis County.

Treasurer

Current Year Projected Outcomes

- The Treasurer continues the process of daily reconciliation of the Collector bank account. There have been improvements to the process to reconcile the bank account, the CoreTax Computer system, and the general ledger in Tyler MUNIS. The have been some challenges, but with efforts in working with Information Systems and the Auditor staff we are getting this process where we want it for internal controls.

- On July 5, 2023 the Treasurer implemented the new collection and distribution system (CoreTax) that we have been working with Information Systems and other departments with for several years. We are very pleased with CoreTax. There have been very few issues. Some minor issues have happened but Information Systems staff has been very quick to get any issues resolved quickly. Property tax distribution appears to be working properly. We'll continue to monitor the system as we work with the property tax process, including setting final taxes after the property tax rates are set in the future. We will also be working on property tax notices and working with our contracted printer, The Master's Touch.

- In January of this year, the Treasurer implemented a product called DeskTop Deposit through Wells Fargo Bank. This process deposits checks to the bank through a scanning process. This eliminates having to deliver the checks to the bank. It give credit of the deposited checks the same day, rather than receiving credit for the deposit the following banking day. This is an improved internal control and reduces the potential loss from lost checks in process. There is also a slight cost savings of bank fees, since the bank charged more for deposited paper checks.

Treasurer

Next Year Budget Initiatives

The focus of the 2024 budget will be to continue with the implementation of the new collection and distribution computer system, CoreTax and the continuation of the Treasurer collecting personal property taxes in BusiTax. There are no major budget requests for equipment or office changes for 2024.

One matter of note in the Payroll budget is the Treasurer's office has eliminated one open part-time position. With Jonathan Lee's resignation and other position replacements, there is a reduction of 8.17% in the payroll budget, compared to the 2023 payroll budget.

Also, one other consideration will be ordering new envelopes and some other office supplies in 2024 for a new Treasurer. This is the office supplies account 542240. The overall office supplies has been reduced from $6,750 to $6,200 in spite of the need for envelopes and other supplies for a new Treasurer.

	Account Description	2023 Budget	Proposed Budget	Variance	%	Notes
Revenue	DEPARTMENT FEES	($250.00)	($250.00)	$0.00	0.00%	
	MAY SALE FEES	($7,750.00)	($7,750.00)	$0.00	0.00%	
	RETURNED CHECKS	($100.00)	($100.00)	$0.00	0.00%	
	SALE OF FIXED ASSETS	$0.00	$0.00	$0.00	0.00%	
	Sub Total	**($8,100.00)**	**($8,100.00)**	**$0.00**	**0.00%**	
Personnel	PAYROLL	$513,064.95	$471,142.88	($41,922.07)	-8.17%	Jonathan left
	TRAVEL PAY	$10,206.04	$10,206.04	$0.00	0.00%	
	TAXABLE INCENTIVES	$0.00	$0.00	$0.00	0.00%	
	OVERTIME	$0.00	$0.00	$0.00	0.00%	
	BENEFITS	$54,657.56	$0.00	($54,657.56)	-100.00%	
	PAYROLL TAXES	$37,025.20	$36,951.70	($73.50)	-0.20%	
	WORKERS COMP	$399.26	$471.15	$71.89	18.01%	
	INSURANCE	$89,613.45	$88,725.65	($887.80)	-0.99%	
	RETIREMENT	$86,625.81	$86,242.38	($383.43)	-0.44%	
	COMMUNICATIONS ALLOW	$1,679.86	$1,679.86	$0.00	0.00%	
	Sub Total	**$793,272.13**	**$695,419.66**	**($97,852.47)**	**-12.34%**	
Operations	SUBS & MEMBERSHIPS	$1,225.00	$475.00	($750.00)	-61.22%	Jonathan left
	PUBLIC NOTICES	$26,500.00	$26,500.00	$0.00	0.00%	
	MAY SALE	$7,750.00	$7,750.00	$0.00	0.00%	
	OPERATING SUPPLIES	$100.00	$100.00	$0.00	0.00%	
	FOOD BUSINESS	$150.00	$0.00	($150.00)	-100.00%	
	EMPLOYEE AWARDS	$350.00	$400.00	$50.00	14.29%	
	WRITE OFFS	$250.00	$250.00	$0.00	0.00%	
	COMPUTER EQUIP	$0.00	$4,950.00	$4,950.00	#DIV/0!	
	EXPENSE REDUCTIONS	$0.00	$0.00	$0.00	0.00%	
	OFFICE SUPPLIES	$6,750.00	$6,200.00	($550.00)	-8.15%	
	POSTAGE	$52,500.00	$58,000.00	$5,500.00	10.48%	
	TRAVEL/EDUC& TRNG	$7,125.00	$7,125.00	$0.00	0.00%	
	MILEAGE/LOCAL TRAVEL	$175.00	$175.00	$0.00	0.00%	
	EDUCATION & TRAINING	$250.00	$250.00	$0.00	0.00%	
	SOFTWARE SUBSCRIPTION	$0.00	$0.00	$0.00	0.00%	
	PROF & TECH	$8,500.00	$8,500.00	$0.00	0.00%	
	EQUIP REP/CONTRACTS	$200.00	$200.00	$0.00	0.00%	
	TELEPHONE	$580.00	$580.00	$0.00	0.00%	
	Sub Total	**$112,405.00**	**$121,455.00**	**$9,050.00**	**8.05%**	
Allocations	TELEPHONE ALLOCATION	$3,530.28	$3,639.48	$109.20	3.09%	
	EMAIL ALLOCATION	$1,042.32	$962.88	($79.44)	-7.62%	
	INSURANCE ALLOCATION	$2,678.00	$5,793.00	$3,115.00	116.32%	
	MAINTENANCE ALLOCATION	$19,783.40	$22,764.15	$2,980.75	15.07%	
	BUDGET ADJUSTMENTS	$0.00	$0.00	$0.00	0.00%	
	Sub Total	**$27,034.00**	**$33,159.51**	**$6,125.51**	**22.66%**	
Capital	EQUIPMENT	$0.00	$0.00	$0.00	0.00%	
	COMPUTER EQUIPMENT	$0.00	$7,000.00	$7,000.00	#DIV/0!	
	Sub Total	**$0.00**	**$7,000.00**	**$7,000.00**	**#DIV/0!**	