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 (2024):
As of 2024, 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.

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 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

- We continue to improve our collection and distribution software system, CoreTax, which went live on July 5, 2023. We are very pleased with CoreTax. The system is quicker, cleaner, more transparent, and user friendly. Information Systems is quick to help us resolve issues that arise. Property tax distribution appears to function well, although we recently discovered a programming error related to motor vehicle revenue. We look forward to having a full calendar year of implementation to review—reflecting a complete property tax process from start to finish.
- The implementation of electronic DeskTop Deposit through Wells Fargo Bank has greatly enhanced the depositing of checks. This program deposits checks through a scanning process, eliminating the need to deliver physical checks to the bank. Deposited checks are credited to our account same day, rather than receiving credit 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.
- The Treasurer continues to improve the process of daily reconciliation of our Collector accounts (Wells Fargo and two PTIF accounts) and CoreTax. Treasurer staff is working with Auditor staff and Information Systems to reconcile the monthly distribution process.

Next Year Budget Initiatives

The focus of the 2025 budget will be to fine tune CoreTax, review and update contracts per GDPA requirements, and to document policy and procedure related to reconciliation and year-end closing of tax year. Another consideration will be ordering new envelopes and other office supplies for the incoming Treasurer.

There are no major budget requests for equipment or office changes for 2025.

	Account Description	2024 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)	$0.00	$100.00	-100.00%	Return check fees are recorded in Dept. Fees.
	SALE OF FIXED ASSETS	$0.00	$0.00	$0.00	0.00%	
	Sub Total	**($8,100.00)**	**($8,000.00)**	**$100.00**	**-1.23%**	
Personnel	PAYROLL	$457,178.21	$503,124.17	$45,945.96	10.05%	
	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	$0.00	$0.00	$0.00	0.00%	
	PAYROLL TAXES	$35,901.58	$39,343.20	$3,441.62	9.59%	
	WORKERS COMP	$457.18	$1,900.94	$1,443.76	315.80%	
	INSURANCE	$88,756.41	$88,230.28	($526.13)	-0.59%	
	RETIREMENT	$87,967.24	$84,540.85	($3,426.39)	-3.90%	
	COMMUNICATIONS ALLOW	$1,679.86	$959.92	($719.94)	-42.86%	
	Sub Total	**$682,146.52**	**$728,305.40**	**$46,158.88**	**6.77%**	
Operations	SUBS & MEMBERSHIPS	$475.00	$475.00	$0.00	0.00%	
	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	$0.00	$100.00	$100.00	100.00%	
	EMPLOYEE AWARDS	$400.00	$400.00	$0.00	0.00%	
	WRITE OFFS	$250.00	$250.00	$0.00	0.00%	
	COMPUTER EQUIP	$8,950.00	$0.00	($8,950.00)	-100.00%	PC needs are reflected in I.S. budget.
	EXPENSE REDUCTIONS	$0.00	$0.00	$0.00	0.00%	
	OFFICE SUPPLIES	$3,000.00	$4,300.00	$1,300.00	43.33%	Envelopes, etc., needed for incoming Treasurer.
	POSTAGE	$60,000.00	$62,000.00	$2,000.00	3.33%	Anticipating cost increase due to inflation.
	TRAVEL/EDUC& TRNG	$5,125.00	$5,000.00	($125.00)	-2.44%	
	MILEAGE/LOCAL TRAVEL	$175.00	$100.00	($75.00)	-42.86%	Reduced travel.
	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	$0.00	($8,500.00)	-100.00%	Terminated contract with Loomis for Treasurer.
	EQUIP REP/CONTRACTS	$200.00	$300.00	$100.00	50.00%	Need to replace document shredder.
	TELEPHONE	$580.00	$600.00	$20.00	3.45%	
	Sub Total	**$122,255.00**	**$108,125.00**	**($14,130.00)**	**-11.56%**	
Allocations	TELEPHONE ALLOCATION	$3,639.48	$3,700.00	$60.52	1.66%	
	EMAIL ALLOCATION	$952.88	$945.00	($7.88)	-0.83%	
	INSURANCE ALLOCATION	$5,793.00	$4,153.00	($1,640.00)	-28.31%	
	MAINTENANCE ALLOCATION	$22,764.15	$22,764.15	$0.00	0.00%	
	BUDGET ADJUSTMENTS	$0.00	$0.00	$0.00	0.00%	
	Sub Total	**$33,149.51**	**$31,562.15**	**($1,587.36)**	**-4.79%**	
Capital	EQUIPMENT	$0.00	$0.00	$0.00	0.00%	
	COMPUTER EQUIPMENT	$0.00	$0.00	$0.00	0.00%	
	Sub Total	**$0.00**	**$0.00**	**$0.00**	**0.00%**	