



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Treasurer-Tax Collector



DATE: August 3, 2011
BOARD MEETING DATE: September 13, 2011
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: Majority

TO: Honorable Board of Supervisors
FROM: Sandie Arnott, Treasurer-Tax Collector
SUBJECT: Acceptance Of Property Tax Payments In South San Francisco

RECOMMENDATION:

Adopt a Resolution authorizing the Treasurer-Tax Collector to allow acceptance of property tax payments in South San Francisco.

BACKGROUND:

Revenue & Taxation Code 2613 states: "All taxes shall be paid at the Tax Collector's office unless the Board of Supervisors, upon recommendation of the Tax Collector, and on or before the day when payment may be made, orders that taxes be collected in any other or additional location in addition to a location within the county."

Currently, the only location authorized to accept property tax payments is the Tax Collector's office located in the County Government Center in Redwood City.

DISCUSSION:

The Revenue Services department, as part of the Treasurer-Tax Collector's department, had a satellite, one-window office, previously located within the South San Francisco Courthouse. In 2010, this office was relocated within the Probation Department Building in South San Francisco, adjacent to the courthouse. This office was designed to accommodate growth opportunities with the intention of accepting property tax payments once the process could be fully supported remotely by the existing tax system. The office includes three cashier windows, including an ADA window. Processes are in place to initially allow acceptance of property tax payments in December, 2011 and April, 2012 including secured, unsecured and supplemental payments, bilingual assistance and a drop box. Expanded service capability will be available no later than November, 2012, including PC availability for online credit card payments and acceptance of redemption payments.

This project is part of the Treasurer-Tax Collector's green effort. Allowing acceptance of property tax payments in a North County location will save North County residents' cost

in gas mileage, wear and tear on their vehicles, parking and help the environment by reducing the carbon footprint.

Approval of this Resolution contributes to the Shared Vision 2025 outcome of a Collaborative Community by allowing North County residents the convenience of paying their property tax in South San Francisco.

County Counsel has reviewed and approved the Resolution as to form and content.

Performance Measure(s):

Measure	FY 2009-10 Actual	FY 2010-11 Projected
Collection Rate Secured	98%	95%

FISCAL IMPACT:

None, initially. Depending on the level of service required, current Redwood City staff may be assigned to this location temporarily or, if necessary, a current vacant position may need to be filled and assigned full-time to that location impacting year-end cost savings of approximately \$75,000.

RESOLUTION NO. _____

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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**RESOLUTION AUTHORIZING THE TREASURER-TAX COLLECTOR TO ALLOW
ACCEPTANCE OF PROPERTY TAX PAYMENTS IN SOUTH SAN FRANCISCO**

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, Revenue and Taxation Code section 2613 allows an additional location to be ordered by the Board of Supervisors, upon the recommendation of the Tax Collector; and

WHEREAS, property tax payments are currently only accepted in the Tax Collector's office located in the County Government Center in Redwood City; and

WHEREAS, The Tax Collector recommends authorizing an additional location to better serve North County taxpayers;

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the Board of Supervisors authorizes an additional location for the acceptance of property tax payments in South San Francisco.

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