



County Treasurer

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[Department Mission/Purpose](#)

The Mission of the Treasurer's office is to actively invest, account for, manage, distribute and safeguard the County's cash assets.

[General Overview](#)

The Clackamas County Treasurer is the Chief Investment Officer for the County. The Treasurer's office has responsibility for all the cash management and investment activities of the County including reconciliation functions for 11 County bank accounts; distribution of tax revenue to over 100 different taxing authorities in Clackamas County; all Clackamas County investment purchases and sales; maintenance of all banking and investment custody agreements; maintenance of approximately 50 County and public trust accounts; County debt service payments and arbitrage calculations. The Treasurer is also the appointed Internal Audit Director, and has responsibility for managing the internal audit function in Clackamas County.

Department: Treasurer		Actual	Actual	Estimated	Projected
Strategic Plan: 18-19		15-16	16-17	17-18	18-19
Countywide Area of Focus:	Provide financial stability and leadership				
Department Goal 1:	Interest earnings consistent with County Investment Policy				
Activity to Further Goal:	Accurate cash flow forecasting so that investments can be appropriately laddered				
Performance Measure:	Compare earnings to Clackamas County Investment Policy benchmark earnings	exceeds	exceeds	exceeds	exceeds
Activity to Further Goal:	Compliance with Investment Policy type, issuer and maturity limitations				
Performance Measure:	Quarterly analysis of investment portfolio with comparison to stated requirements	yes	yes	yes	yes
Department Goal 2:	Accuracy of financial data related to cash balances				
Activity to Further Goal:	Timely monthly bank reconciliations				
Performance Measure:	Bank accounts typically reconciled within 30 days of receipt of the bank statement	yes	yes	yes	yes
Department Goal 3:	Tax distributions that comply with statute				
Activity to Further Goal:	Cooperation with the Assessor's office staff to work out distribution timelines				
Performance Measure:	Compliance with applicable statutes	yes	yes	yes	yes
Department Goal 3:	Develop Internal Audit function in for Clackamas County				
Activity to Further Goal:	Creation of Internal Audit Charter, Internal Audit Oversight Committee, Internal Auditor recruitment and hire				
Performance Measure:	Completion of activities	yes	yes	yes	yes
Activity to Further Goal:	Perform risk based assessment and develop internal audit plan				
Performance Measure:	Presentation to Internal Audit Oversight Committee and Clackamas County Board of Commissioners	n/a	yes	yes	3 yes

Department:

Treasurer

Strategic Plan:

18-19

Actual Actual Estimated Projected
15-16 16-17 17-18 18-19

Activity to Further Goal: Prepare, present and publish internal
audit reports as per the audit plan

Performance Measure: Presentation to Internal Audit
Oversight Committee and Clackamas
County Board of Commissioners

Actual 15-16	Actual 16-17	Estimated 17-18	Projected 18-19
n/a	yes	yes	yes

**Clackamas County, OR.
Revenue and Expense Report**

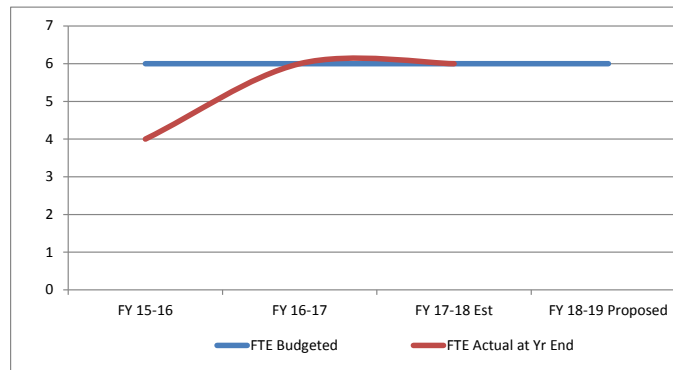
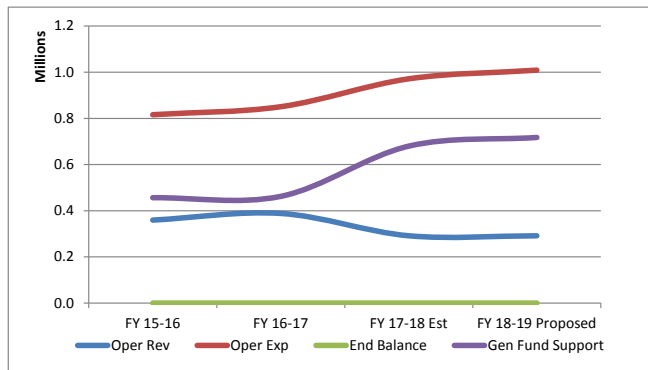
	2015-16 Actual	2016-17 Actual	2017-18 Amended Budget	2017-18 Projected Year End	2018-19 Requested Budget	2018-19 Proposed Budget	Change from Prior Year Budget	Pct. Change from Prior Year Budget
Treasurer								
0109 Treasurer								
100 General Fund								
341813 Internal Investment Fees	342,286	380,308	285,000	285,000	285,000	285,000	0	0.00
341824 Internal VISA Equip Fee	10,535	5,865	6,500	6,500	6,500	6,500	0	0.00
360001 Miscellaneous Revenue	6,616	2,110	0	0	0	0	0	0.00
Total Revenue	359,438	388,283	291,500	291,500	291,500	291,500	0	0.00
411100 Regular Full Time Employees	435,285	458,096	479,914	479,914	488,092	488,092	8,178	1.70
413000 Temporary Workers	5,617	0	0	0	0	0	0	0.00
414050 Vacation Sell-Back	2,026	2,066	2,500	2,500	2,500	2,500	0	0.00
415000 Fringe Benefits	231,804	255,337	288,704	288,704	325,440	325,440	36,736	12.72
415020 Worker Compensation	1,228	2,198	336	336	389	389	53	15.77
415030 Unemployment	595	434	833	833	394	394	(439)	(52.70)
421100 General Office Supplies	6,926	11,006	9,000	9,000	9,000	9,000	0	0.00
421200 Computer Supplies	3,995	4,584	0	0	0	0	0	0.00
421210 Computer Non-Capital	4,169	0	0	0	0	0	0	0.00
422403 Serving Supplies	0	0	0	71	0	0	0	0.00
422910 Miscellaneous Meeting Expense	0	177	250	170	250	250	0	0.00
431120 Safekeeping Services	6,015	5,010	5,500	5,500	5,500	5,500	0	0.00
431612 Armored Car Charges	8,038	8,907	8,500	8,500	8,500	8,500	0	0.00
432100 Telephone	4,567	4,288	4,500	4,500	4,500	4,500	0	0.00
433100 Travel and Per Diem (no mileage)	2,683	1,193	4,000	4,000	4,000	4,000	0	0.00
433110 Mileage Reimbursement	339	597	600	600	600	600	0	0.00
435180 Casualty Insurance	5,629	5,301	9,875	9,875	7,500	7,500	(2,375)	(24.05)
435210 Public Officials Bonds	2,500	2,500	3,000	3,000	3,000	3,000	0	0.00
437210 Office Equipment Repair & Maint	0	13	0	0	0	0	0	0.00
437231 Software Maintenance	5,499	7,870	8,000	8,000	7,780	7,780	(220)	(2.75)
437290 Other Equipment Repairs & Maint	12,527	3,051	5,000	5,000	5,000	5,000	0	0.00
438110 Office Rental	12,611	12,906	35,601	35,601	36,451	36,451	850	2.39
439100 Dues & Memberships	2,128	1,818	3,500	3,500	3,500	3,500	0	0.00
439200 Training & Staff Development	5,205	2,411	5,500	5,500	5,500	5,500	0	0.00
439340 Investigative Expense	3,297	3,825	13,500	13,500	13,500	13,500	0	0.00
439400 Publications & Subscriptions	392	0	0	0	0	0	0	0.00
478101 Finance Alloc Cost	3,861	3,949	4,762	4,762	4,643	4,643	(119)	(2.50)
478102 Tech Svc Alloc Cost	19,416	19,614	19,526	19,526	19,281	19,281	(245)	(1.25)
478103 Building Maint Alloc Cost	10,365	12,643	31,194	31,194	29,271	29,271	(1,923)	(6.16)
478104 PGA Alloc Cost	2,816	3,879	3,956	3,956	1,619	1,619	(2,337)	(59.07)

**Clackamas County, OR.
Revenue and Expense Report**

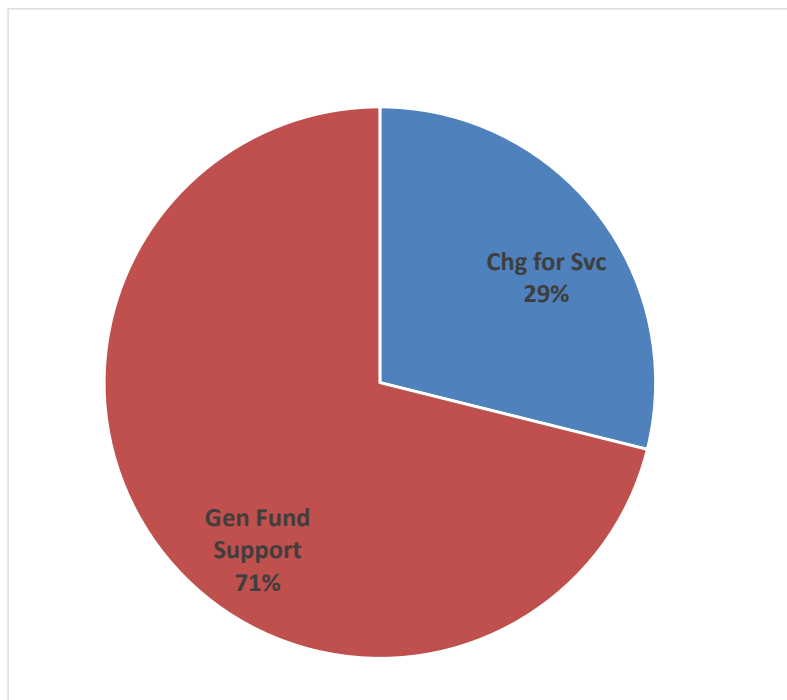
	2015-16	2016-17	2017-18	2017-18	2018-19	2018-19	Change	Pct. Change
	Actual	Actual	Amended	Projected	Requested	Proposed	from Prior	from Prior
Treasurer			Budget	Year End	Budget	Budget	Year Budget	Year Budget
0109 Treasurer								
100 General Fund								
478105 Records Mgt Alloc Cost	496	1,138	1,284	1,284	576	576	(708)	(55.14)
478106 Purchasing Alloc Cost	2,536	552	645	645	822	822	177	27.44
478107 Courier Alloc Cost	2,145	2,148	3,290	3,290	2,692	2,692	(598)	(18.18)
478111 Personnel Admin Alloc Cost	6,461	7,517	8,491	8,491	9,014	9,014	523	6.16
478112 County Admin Alloc Cost	2,157	2,980	3,150	3,150	3,038	3,038	(112)	(3.56)
478117 Mailroom Overhead Allocation	336	503	893	893	571	571	(322)	(36.06)
478201 Electric Utility Alloc	1,401	1,319	3,593	3,593	3,771	3,771	178	4.95
478202 Natural Gas Utility Alloc	183	52	150	150	361	361	211	140.67
478203 Water Utility Alloc	469	456	1,375	1,375	1,308	1,308	(67)	(4.87)
478204 Trash Removal Alloc	153	159	444	444	482	482	38	8.56
Total Expense	815,869	850,497	971,366	971,357	1,008,845	1,008,845	37,479	3.86
Total General Fund	(456,431)	(462,214)	(679,866)	(679,857)	(717,345)	(717,345)	(37,479)	5.51
Total Treasurer	(456,431)	(462,214)	(679,866)	(679,857)	(717,345)	(717,345)	(37,479)	5.51
Grand Total	(456,431)	(462,214)	(679,866)	(679,857)	(717,345)	(717,345)	(37,479)	5.51

**Treasurer - General Fund
Summary of Revenue and Expense**

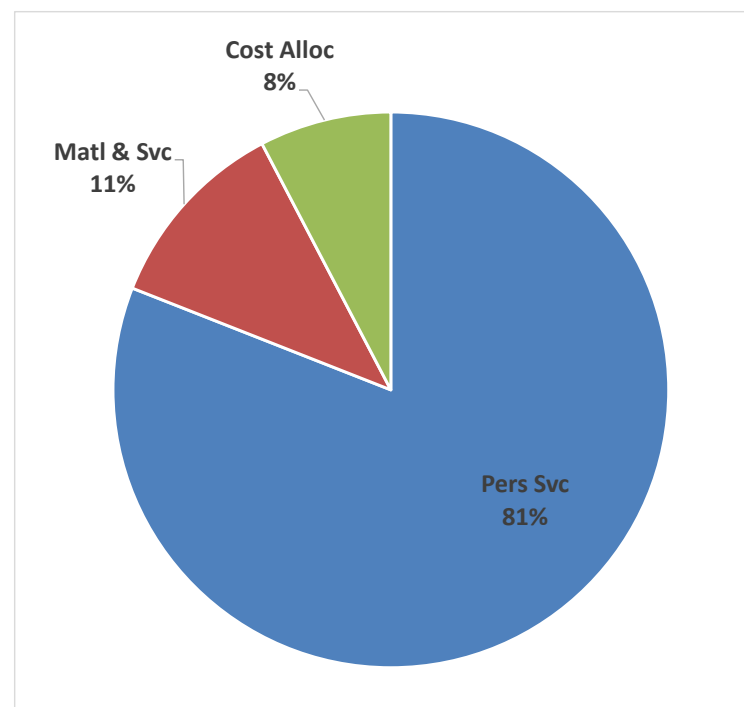
	FY 15-16	FY 16-17	FY 17-18 Amended Budgeted	FY 17-18 Projected Year End	FY 18-19 Proposed Budget	Chg from Prior Yr Budget	% Chg from Prior Yr Budget
Beginning Balance	0	0	0	0	0	0	0%
Prior Year Revenue	0	0	0	0	0	0	0%
Taxes	0	0	0	0	0	0	0%
Licenses & Permits	0	0	0	0	0	0	0%
Federal Grants & Revenues	0	0	0	0	0	0	0%
State Grants & Revenues	0	0	0	0	0	0	0%
Local Grants & Revenues	0	0	0	0	0	0	0%
Charges for Service	352,821	386,173	291,500	291,500	291,500	0	0%
Fines & Penalties	0	0	0	0	0	0	0%
Other Revenues	6,616	2,110	0	0	0	0	0%
Interfund Transfers	0	0	0	0	0	0	0%
Operating Revenue	359,437	388,283	291,500	291,500	291,500	0	0%
% Change	NA	8.0%	-24.9%	-24.9%	0.0%		
Personnel Services	676,555	718,132	772,287	772,287	816,815	44,528	5.8%
Materials & Services	86,518	75,456	116,326	116,317	114,581	-1,745	-1.5%
Cost Allocation Charges	52,795	56,909	82,753	82,753	77,449	-5,304	-6.4%
Debt Service	0	0	0	0	0	0	0%
Interfund Transfers	0	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0	0%
Operating Expenditure	815,868	850,497	971,366	971,357	1,008,845	37,479	3.9%
% Change	NA	4.2%	14.2%	14.2%	3.9%		
Reserve for Future Expenditures	0	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0	0%
Total Expenditure	815,868	850,497	971,366	971,357	1,008,845	37,479	3.9%
Ending Balance (if applicable) (includes Reserve & Contingency)	0	0	0	0	0	0	0%
General Fund Support (if applicable)	456,431	462,214	679,866	679,857	717,345	37,479	5.5%
Full Time Equiv Positions (FTE) Budgeted	6.0	6.0	6.0		6.0	0.0	0%
Full Time Equiv Positions (FTE) Filled at Yr End	4.0	6.0		6.0			
Full Time Equiv Positions (FTE) Vacant at Yr End	2.0	0.0		0.0			



**Treasurer - General Fund
FY 18-19 Proposed Budget**



Resources



Requirements