

# Office of the Mason County Treasurer

## A Report to the Citizens

Fiscal Year 2018



Elisabeth (Lisa) Frazier, Mason County Treasurer

### Special Points of Interest:

- Full Time Employees                      8
- Parcel Count                                55,691
- Operating Budget                        \$    727,704
- Cash & Investments 12/31    \$211,238,788

### Mission Statement:

To efficiently and effectively collect, report and manage all monies and debt for the County and all other junior and special purpose districts. To provide responsive, courteous and knowledgeable service to all our customers.

## About The Treasurer's Office

### What do we do?

- The County Treasurer acts as the "bank" for the county, school districts, fire districts, water districts, and other entities of local government.
- The Treasurer's office receipts, disperses, invests and accounts for the funds of these entities.
- The Treasurer is also charged with the collection of various taxes that benefit a wide range of governmental entities.
- The Treasurer's office makes tax adjustments authorized by the Assessor's Office or courts and issues refunds to the appropriate taxpayers.
- The Treasurer's office collects and distributes the real estate excise tax associated with the sale of real estate.
- Excess monies not currently being used by the county or various other entities of local government are invested with the emphasis of ensuring public monies are safe and secure, available when needed, and achieve the best rate of return after meeting the first two objectives.
- The Treasurer's office is responsible for ensuring the debt payments of the county and other entities of local government.

### Why do we exist?

- The Treasurer is a constitutional officer elected by the people for a four year term. This position is elected to provide independence from the legislative branch of the county (Board of Commissioners) and independence from all other various entities of local governments that have the ability to levy taxes and assessments. This provides separation from the branch of government responsible for levying taxes to the branch charged with collecting tax revenue.

### How do we operate?

- The Treasurer's Office is organized in such a manner as to properly segregate duties for effective internal controls.
- **Tax Collection:** Staff in this area are responsible for the collection of taxes, processing real estate excise tax on the sale of land, and receipting funds from various county department and entities of local government, processing adjustments to the tax rolls, and if required property tax refunds.
- **Accounting:** Staff in this area are responsible for the banking, daily account reconciliation, receipt auditing and posting, investments, redemption of warrants (checks), transfers, remittances and monthly reporting to the county and various entities of local government.

## WHAT A YEAR 2018

Looking back at 2018, the Treasurer was closely monitoring the county's cash flow in the first few months of the year. The county passed both budget and finance policies in 2017 that ended the county's 2018 fiscal year with a strong cash balance position going into 2019. Having a healthy cash balance is necessary for the county to get through January, February and March until property taxes are paid in April.

The 2018 budget process was a nightmare as the County Commissioner's struggled again to balance the costs of doing business and providing services with the reality of our revenues. The Treasurer's Office lost one more (1) FTE in 2018. The loss of that FTE was felt immediately. Impacting the efficiency of the receipting of property tax payments in April and the processing of property tax refunds. Reaching a crisis point with the loss of an additional staff person to FMLA, I requested a supplemental to my 2018 budget adding back the one FTE lost in budget cuts. Thank you to the Mason County Commissioner's for approving the supplemental budget request and adding (1)FTE position back. The Treasurer's Office was back to being fully functional by October.

The Treasurer's Office completed it's first on-line Tax Foreclosure and Tax Title Property Sales with its third party vendor Bid4Assets. Moving to an on-line platform increases the opportunity to sell the parcels to a broader pool of interested buyers.

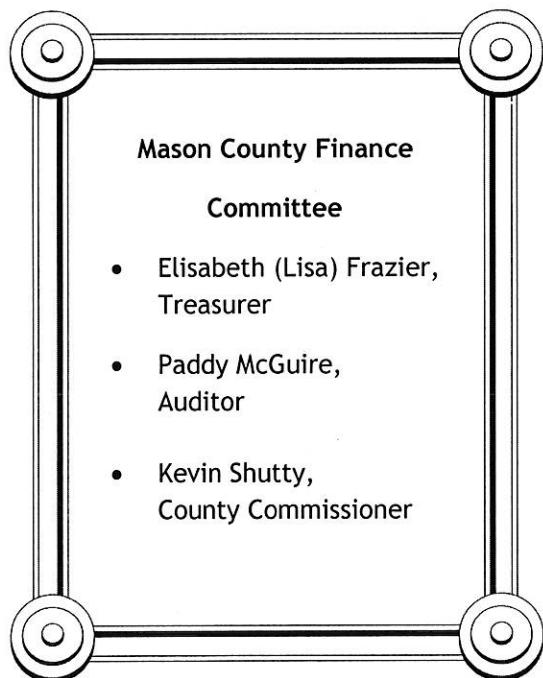
Date	Amount
10/20	\$738.97
10/21	\$26.82
10/22	\$80.53
10/23	\$84.21
10/24	\$88.24
10/27	\$84.42

## WHATS NEXT 2019

Welcome to our new Assessor—Patti McLean and Auditor- Paddy McGuire. The Treasurer's office looks forward to continuing a close working relationship with both offices.

The Treasurer's office is moving forward to implement electronic submission for Real Estate Excise Tax Affidavits using a third party vendor. Currently the Auditor's office can accept electronic documents for recording that do not require a Real Estate Excise Tax Affidavit. With the Treasurer's Office coming on, documents that require the real estate excise affidavit will be routed through the Treasurer's Office for processing and then on to the Auditor's Office for recording. Accepting E-Reet in the Treasurer's Office should be up and running by March 2019.

### What is the Finance Committee?



#### RCW 36.48.070, County Finance Committee

The county treasurer, the county auditor and the chair of the county legislative authority, ex officio, shall constitute the county finance committee. The county treasurer shall act as the chair of the committee and the county auditor as the secretary thereof. The committee shall keep a full and complete record of all its proceedings, and all records shall be kept in the office of the auditor and be open for public inspection. The committee shall approve the county investment policy and a debt policy and shall make appropriate rules and regulations for carrying out the provisions of RCW 36.48.010 - 36.48.060, not inconsistent with law.....

- The Finance Committee meets at a minimum quarterly, or as needed to review county finance or debt related issues.

## “WHEW”, WE WERE BUSY

TRANSACTIONS BY TYPE	# OF TRANSACTIONS	# OF TRANSACTIONS	# OF TRANSACTIONS
	IN 2016	IN 2017	IN 2018
REAL PROPERTY TAX PAYMENTS	88,442	88,633	89,574
PERSONAL PROPERTY TAX PAYMENTS	3,043	2,399	2,518
REAL ESTATE EXCISE TAX PAYMENTS	3,798	4,501	4,551
MISCELLANEOUS REVENUE RECEIPTS	9,972	10,234	11,057
PROPERTY TAX ROLL CORRECTIONS	2,352	1,854	1,032
PROPERTY TAX REFUNDS	375	293	327
DELINQUENT PROPERTY TAX PAYMENT PLANS	50	52	52
CURRENT YEAR PROPERTY TAX PAYMENT PLANS	57	49	49
AUTOMATIC PROPERTY TAX PAYMENT PARCELS	1,030	994	971

### PROPERTY TAX CALENDAR

#### JANUARY

- 1ST All taxable property is valued for taxes due.
- 15TH County Assessor delivers tax roll to county treasurer.

#### FEBRUARY/MARCH

Property taxes can be paid once the Treasurer has provided notification that the tax roll is complete. Property tax statements mailed.

#### APRIL

30TH Property Taxes are due. For payments over \$50 a half payment may be made at this time.

#### MAY

1ST Unpaid property taxes are delinquent, 1% interest is charged monthly until paid.

#### JUNE

1ST 3% Penalty is charged on all current year unpaid property taxes.

#### OCTOBER

31ST 2ND 1/2 property tax payments are due.

#### NOVEMBER

1ST Unpaid 2ND 1/2 property taxes are delinquent, 1% interest is charged monthly until paid.

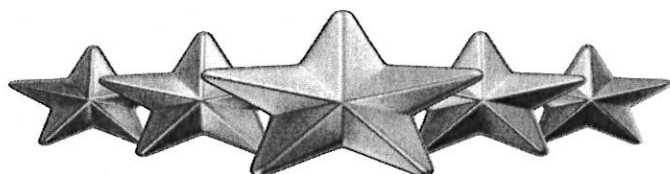
#### DECEMBER

1ST 8% Penalty is charged on all current year unpaid property taxes.

## OUR CUSTOMER'S

### TAXPAYERS

MASON COUNTY GOVERNMENT	33 DEPARTMENTS
STATE OF WASHINGTON	MULTIPLE AGENCIES
CITIES	1
METROPOLITAIN PARK DISTRICTS	1
MACECOM	1
PUD'S	1
LIBRARY DISTRICTS	1
HOSPITAL DISTRICTS	2
WATER DISTRICTS	5
PORT DISTRICTS	6
SCHOOL DISTRICTS	9
FIRE DISTRICTS	15



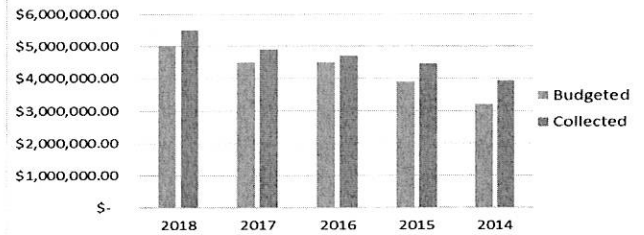
# Your Money

## Mason County Sales Tax Collect (Current Expense Fund)



Year	Budgeted	Collected
2018	\$5,000,000	\$5,487,711
2017	\$4,500,000	\$4,907,329
2016	\$4,500,000	\$4,709,220
2015	\$3,900,000	\$4,446,441
2014	\$3,200,000	\$3,921,615

## Mason County Current Expense Sales Tax Collections

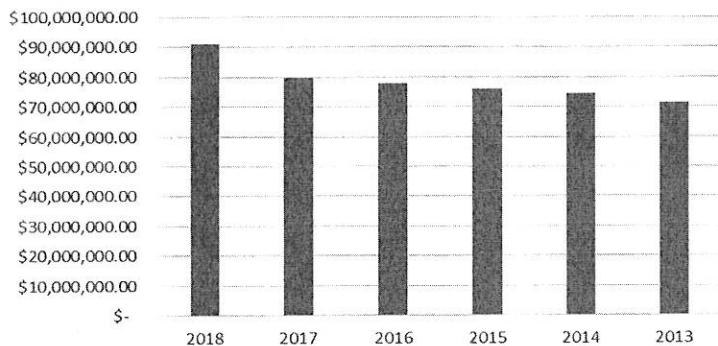


## Mason County Voter Approved Sales Tax Collections

Juvenile Detention 1/10th of 1%	2018	\$783,738
Mental Health 1/10th of 1%	2018	\$786,677

## Mason County Property Tax Collection for 2018

### Current Year Taxes in Dollars Collected



## Mason County Property Tax Collections

2018	Year	\$91,164,197*
2017	Year	\$79,708,706
2016	Year	\$77,956,700
2015	Year	\$76,061,605
2014	Year	\$74,504,057
2013	Year	\$71,301,728

### FUND TYPE

State of Washington
Local School Districts
County Current Expense
County Road District
Mental Heath Fund
Veterans Relief Fund
County Fire Districts
County Hospital Districts
Timberland Regional Library
City of Shelton
County Port Districts
Miscellaneous Assessments
<b>2018 Property Tax Collections</b>

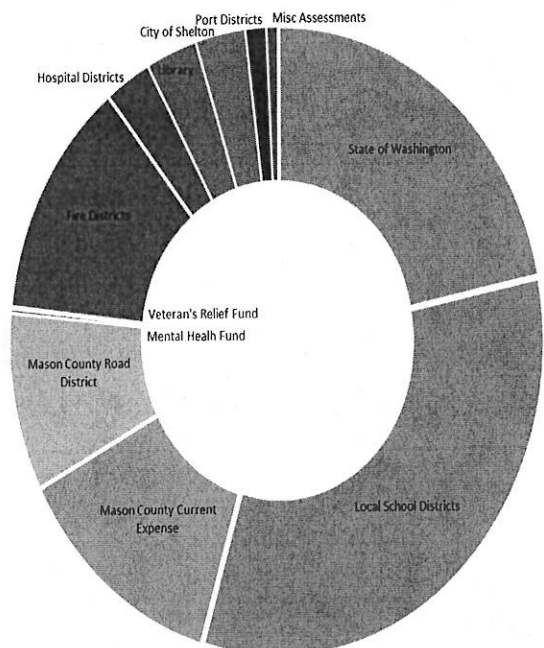
### COLLECTIONS

\$19,899,570
\$29,899,649
\$11,618,396
\$ 8,326,607
\$ 183,702
\$ 82,918
\$11,313,193
\$ 2,554,800
\$ 2,807,956
\$ 2,717,522
\$ 1,147,745
\$ 612,139
<b>\$91,164,197</b>

### % COLLECTED

22%
33%
13%
9%
.00%
.00%
12%
3%
3%
3%
1%
1%
<b>100%</b>

## 2018 Property Tax Collections Grouped by Fund



## WAC 458-61A-100 Real estate excise tax—

### Your Money

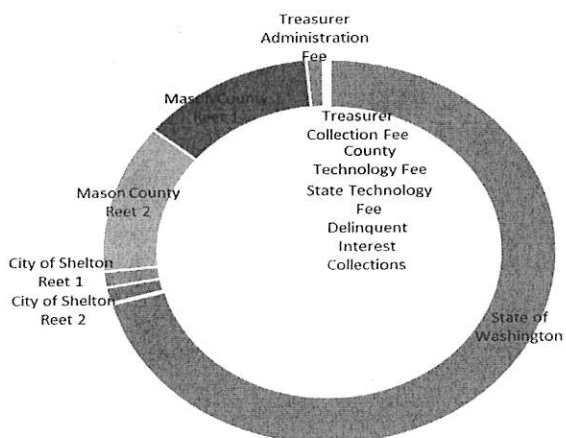
- (1) **Introduction.** Chapter 82.45 RCW imposes an excise tax on every sale of real estate in the state of Washington. All sales of real property in this state are subject to the real estate excise tax unless specifically exempted by chapter 82.45 RCW and these rules.

Mason County Real Estate Excise Tax Collections		Mason County Real Estate Excise Tax Transactions	
2018	\$9586,904	2018	4551
2017	\$8,394,551	2017	4501
2016	\$6,415,601	2016	3798
2015	\$5,174,883	2015	3447
2014	\$4,532,583	2014	3399
2013	\$3,405,025	2013	3273

### 2018 Real Estate Excise Tax Distribution

Fund	Dollars Collected	Percentage
State of Washington	\$ 6,888,065	71%
City of Shelton (.25%)	\$ 130,909	1%
City of Shelton (.25%)	\$ 130,909	1%
Mason County REET 1 (.25%)	\$ 1,218,511	13%
Mason County REET 2 (.25%)	\$ 1,218,511	13%
Treasurer's Administration Fee	\$ 117,985	1%
Treasurer's REET Collection Fee	\$ 9,291	0%
State Technology Fee	\$ 11,357	0%
Local Technology Fee	\$ 11,357	0%
Delinquent Interest Collections	\$ 2,771	0%
<b>2018 Real Estate Excise Tax Collected</b>	<b>\$ 9,739,666</b>	<b>100%</b>

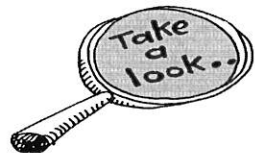
**2018 Excise Tax Collection**





# Your Money

## Senior Citizen/Disability Exemption



If you are a senior citizen or if you are disabled, Washington State has a program that may help you to pay your property taxes and/or special assessments. The household income and age or disability of the applicant determines eligibility for the program. Applicants must be at least 61 years of age, or unable to work because of a physical disability. Proof of disability is required by submittal of a doctor's statement with the application. Combined Disposable Household Income must not exceed \$40,000.

For more information go to [http://www.dor.wa.gov/docs/pubs/prop\\_tax/seniorexempt.pdf](http://www.dor.wa.gov/docs/pubs/prop_tax/seniorexempt.pdf) or contact the Mason County Assessor's Office at 360-427-9670, Ext.491

Mason County				
Income Level	\$30,000 or Less	\$30,001 - \$35,000	\$35,001 - \$40,000	Total
Number of Participants	2,098	416	244	2,758
Tax Savings of Participants	\$696,328	\$131,561	\$62,178	\$890,067

### Who Determines the amount of my property tax bill?

Two things determine the amount of a property tax bill: the property's assessed value and the tax rates of the taxing jurisdictions in which the property is located. The tax rate is determined by the amount of tax levy to be raised from all, or part, of a taxing district and the district's taxable assessed value. The assessment is determined by the assessor and is based on the market value of the property less any applicable property tax exemptions.

Each year after the total assessed value is set, the assessor calculates tax rates based on taxing districts budget requests which are regulated by statutory limits. Each taxing district in the county sends its approved budget to the assessor. The assessor uses the budget request and the total value of all taxable properties in the district to calculate a tax rate.

The rate is expressed in dollars per each thousand dollars of property value. The tax rate of each district is combined with the rates of other districts to get the total rate. From this the treasurer can easily determine the total tax you owe for support of schools, special service districts, and local governments.

### What If I disagree with my taxes?

The assessor's office values thousands of properties each year. A **Change of Value Notice** is sent to you when the assessed value of your property changes. Taking into account that those values are the basis for a tax, it is not uncommon for questions to arise. If you disagree with the county assessor's valuation of your property, you have the right to appeal.

Contact the assessor's office and speak with an appraiser to review the valuation of your property at any time. Property owners can often settle disagreements at this level without filing a formal appeal. You can contact the Mason County Assessor's Office at 360-427-9670, Ext 491.

If you are still not satisfied, you may file a written appeal with the Mason County Board of Equalization. The Board of Equalization (BOE) is a separate entity, independent of the assessor's office.

For more information on appealing your taxes go to <http://www.co.mason.wa.us/equalization/useful-form-instructions.php> or contact the Mason County Board of Equalization at 360-427-9670, Ext. 397.

## We Value Your Feedback/Contact Us

Did you find this report informative?

Would you like to see other information included in this report?

Please let us know by contacting the Mason County Treasurer's Office:

### Mason County Treasurer's Office

411 N 5th St, Bldg 1

PO Box 429

Shelton, WA 98584-0429

Shelton 360-427-9670, 475

Belfair 360-275-4467, 475

Elma 360-482-5269, 475

Fax 360-427-7267



### Treasurer's Office Business Hours

Monday–Friday

9:00 a.m. to 4:00 p.m.



Did you know you can look up property taxes and parcel information and pay your property taxes on line?

*"payments made on line are subject to a convenience fee"*

Visit us on the web at:

<http://property.co.mason.wa.us/Taxsifter/Search/Results.aspx>

Or

[www.co.mason.wa.us/Treasurer](http://www.co.mason.wa.us/Treasurer)

On Line Services

Property/Parcel Information