

Office of the Mason County Treasurer

A Report to the Citizens

Fiscal Year 2015



Elisabeth (Lisa) Frazier, Mason County Treasurer

Special Points of Interest:

- Full Time Employees 9
- Parcel Count 57,569
- Operating Budget \$ 770,916
- Investments \$ 144,568,954

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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

MUNIS Financial System: In 2014 Mason County went “Live” with the county's new financial system MUNIS. And as expected, the new MUNIS Financial System dominated our resources for first half of 2015. We experienced our first year end roll over process. We continued to learn what reports are required for balancing year end, month end and continued writing the required reports for the County's Annual Financial Statement. We again worked very closely with the Auditor's Office through this process.

Included in the Treasurer's 2015 budget was an additional staff person. Legislation was passed in 2014 that allows for payment plans for delinquent and current year taxes. While not widely advertised, the program has taken off and has added an additional work load in managing those plans. As of December 31, 2015, the Mason County Treasurer's Office is managing 125 payments plans (75 Delinquent Tax Plans and 50 Current Year Tax Plans). For more information on payment plan options, contact the Treasurer's Office.

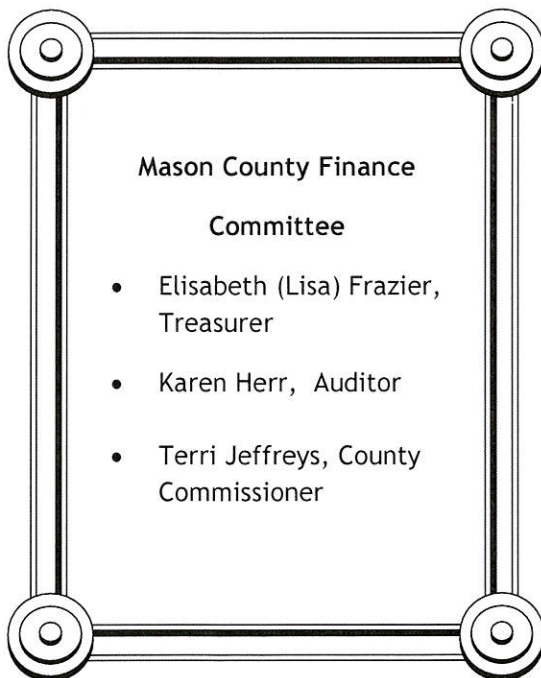
The Treasurer's Office had two long time employees retire. The Treasurer's Office went through a re-organization process, staff shifted into new positions and two new employees were hired. Training for new duties dominated our resources for the second half of 2015.

Date	Amount
10/20	\$738.97
10/21	\$20.82
10/22	\$90.53
10/23	\$24.21
	\$24.42

WHATS NEXT

In November of 2015, the Mason County Treasurer issued an RFP for Banking Services. In January 2016, the Mason County Treasurer selected Columbia Bank to provide banking services for Mason County. The Treasurer's Office is actively working with Columbia Bank to open new accounts and with Bank of America to close accounts. This is a large undertaking and we hope to have the majority of the conversion done by March 31st, 2016, with the balance of accounts clearing out and being closed by the end of 2016.

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.
- Next up for review is the Mason County Debt Policy



Mason County Sales Tax Collect (Current Expense Fund)

Year	Budgeted	Collected
2015	\$3,900,000	\$4,446,441
2014	\$3,200,000	\$3,921,615
2013	\$3,200,000	\$3,463,112
2012	\$3,200,000	\$3,406,047
2011	\$3,200,000	\$3,496,352
2010	\$3,000,000	\$3,355,584

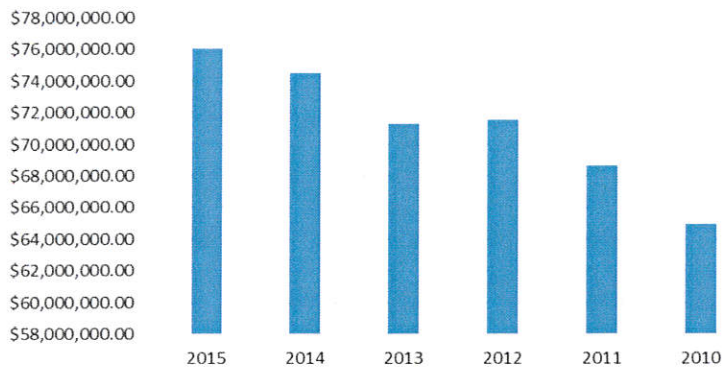
Your Money

Mason County Current Expense Sales Tax Collections



Mason County Property Tax Collection for 2015

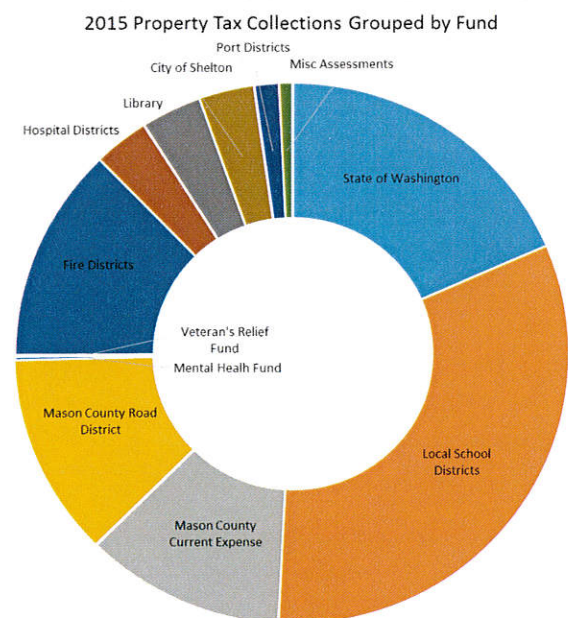
Current Year Taxes in Dollars Collected



Mason County Property Tax Collections:

2015	Year	\$76,061,605
2014	Year	\$74,504,057
2013	Year	\$71,301,728
2012	Year	\$71,543,106
2011	Year	\$68,620,862
2010	Year	\$64,948,328

FUND TYPE	COLLECTIONS	% COLLECTED
State of Washington	\$14,063,091	18%
Local School Districts	\$24,609,098	32%
County Current Expense	\$ 8,896,757	12%
County Road District	\$ 9,199,480	12%
Mental Health Fund	\$ 164,922	.05%
Veterans Relief Fund	\$ 74,215	.05%
County Fire Districts	\$ 9,733,271	13%
County Hospital Districts	\$ 2,472,314	3%
Timberland Regional Library	\$ 2,708,143	4%
City of Shelton	\$ 2,457,098	3%
County Port Districts	\$ 1,083,394	1%
Miscellaneous Assessments	\$ 599,822	1%
2015 Property Tax Collections	\$76,061,605	100%



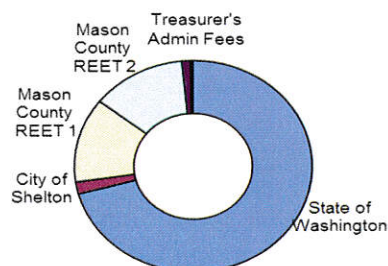
WAC 458-61A-100 Real estate excise tax—**Your Money**

(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	
2015	\$5,174,883	2015	3455
2014	\$4,532,583	2014	3394
2013	\$3,405,025	2013	3273
2012	\$3,233,334	2012	2715
2011	\$2,475,408	2011	2752
2010	\$3,064,894	2010	2867

2015 Real Estate Excise Tax Distribution

Fund	Dollars Collected	Percentage
State of Washington	\$ 3,664,173	71%
City of Shelton (.25%)	\$ 95,346	2%
Mason County REET 1 (.25%)	\$ 667,994	13%
Mason County REET 1 (.25%)	\$ 667,994	13%
Treasurer's Administration Fee	\$ 62,574	1%
Treasurer's REET Collection Fee	\$ 8,081	0%
Local Technology Fee	\$ 8,635	0%
Delinquent Interest Collections	\$ 85	0%
2015 Real Estate Excise Tax Collected	\$ 5,174,883	100%

2015 Real Estate Excise Tax Collections

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

8:30 a.m. – 4:30 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](http://property.co.mason.wa.us/Taxsifter/Search/Results.aspx)

Or

www.co.mason.wa.us/Treasurer

On Line Services

Property/Parcel Information