

**El Dorado County Treasurer-Tax Collector
Schedule of Fees**

FEE NAME:		Non Acceptance of Electronic Funds Transfer Fee	Year Fee Adjusted
LEGAL AUTHORITY:		Government Code 54985 Revenue & Taxation Code 2503.2(g)	Jul-15

DESCRIPTION OF SERVICE:		Processing non-acceptance of electronic funds chargebacks, notifying taxpayers, reversing payments, and recovery of funds for the Treasurer-Tax Collector's Office.
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ESTIMATED VOLUME:		Recurrence: occasional	Quantity: 150	Ext Qty 150
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PROCESS STEPS:	Staff	Task	HOURS
	Fiscal Tech	1 Review chargeback advice from bank	0.1
		2 Identify items credited to file	0.08
		3 Reverse entry in tax system, add fee, and calculate adjusted amount due	0.08
		4 Prepare and mail notice of adjusted amount to pay	0.1
		5 Prepare reverse deposit to update general ledger	0.15
		6 Work with taxpayers to resolve issue	0.08
		Total	
		Total Time to Complete	0.59
		Staff Hrly Rate	\$ 39.60
		Total Cost this Position	\$ 23.36

COST TO PERFORM:	COST
Labor to perform task	23.36
Copies/Mailing/Supplies	
Bank Charges	1.50
Copies	0.04
Envelope(s)	0.03
Postage	0.49
Total cost per transaction	25.46

CURRENT FEE:		\$ -
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PROPOSED FEE:		\$ 25.00
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TOTAL ANNUAL PROPOSED FEE:		\$ 3,750.00
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Revised by:		Reviewed by:	Approved by:
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