



County of El Dorado

OFFICE OF AUDITOR-CONTROLLER

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July 5, 2018

Board of Supervisors
County of El Dorado
330 Fair Lane
Placerville, California 95667

Subject: Relief from Vacation Hour Cap-Property Tax Manager

Agenda Date: July 17, 2018

Dear Board Members:

Recommendation

The Auditor-Controller recommends that the Board of Supervisors authorize his Accounting Division Manager (ADM) overseeing the Property Tax System (PTS) to exceed the vacation cap of 320 hours through June 30, 2019, to facilitate the implementation of the County's new Megabyte Property Tax System. This recommendation has the concurrence of the Assessor and CAO.

Reason for Recommendation

The ADMs in the Auditor-Controller's Office are unrepresented and their benefits are specified in Resolution 039-2018. The Resolution caps the maximum accumulation of vacation time at 320 hours. The ADM in charge of the PTS has expended extra hours and efforts in adjusting certain aspects of our property tax refund process for FENIX and planning the implementation of the Megabyte PTS. This ADM will be "extending" the property tax roll for the first time with the new system which will require extra time and effort. Accordingly, the ADM may be unable to use her vacation hours without a detrimental effect on the Megabyte project.

Fiscal Impact -There may be no fiscal impact. The ADM's leave balance will be at or below 320 hours by June 30, 2019. In the event the ADM leaves County employment prior to June 30, and her vacation leave balance exceeds 320 hours there is a potential cost to the County of approximately \$10,000.

Sincerely,

Joe Harn
Auditor-Controller