



# County of El Dorado

## Chief Administrative Office


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Chief Administrative Officer

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December 19, 2017

TO: Honorable Board of Supervisors

FROM: Don Ashton   
Chief Administrative Officer

SUBJECT: Follow-up to the Request to Review the Special Tax and Benefit Assessments

As you may recall, on April 4, 2017, my office requested the Auditor-Controller to conduct an audit of the special tax for ambulance services in CSA 7 and the benefit assessment for ambulance services in CSA 3. During the course of this review HHSA identified an error relative to the calculation methodology of both the special tax and benefit assessment. In both calculations, the parcel unit of measure amount is incorrect, which results in the final calculation to determine special tax and benefit assessment revenue being inaccurate.

As a result, HHSA is developing a plan to review the parcel unit of measure and determine if there is a material difference in the revenue calculations. HHSA will be reviewing the data used to determine the unit of measure per parcel, following the data through the process of the calculation. To assist with this process, HHSA is working with their contracted vendor to query the data in order to determine how the current count was obtained and the fiscal impact, as well as develop an internal control plan to ensure future parcel counts are accurate.

HHSA anticipates completing a draft report, including the revenue calculation, by the end of January, 2018, at which time the Board will be apprised of the findings.

Please let me know if you have any questions or need additional information at this time.

c: Joe Harn, Auditor-Controller  
Patricia Charles-Heathers, Director HHSA  
Jim Mitrisin, Clerk of the Board