



## Treasurer - REET Electronic Technology 12231.231.

### Mission Statement

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The mission of the Clallam County Treasurer's Office is to administer its duties in a manner that assures public confidence in its accuracy, productivity, and fairness.

### Function

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According to RCW 82.45.180 at 3(c): "When received by the county treasurer, the funds shall be placed in a special real estate excise tax electronic technology fund held by the county treasurer to be used exclusively for the development, implementation, and maintenance of an electronic processing and reporting system for real estate excise tax affidavits. Funds may be expended to make the system compatible with the automated real estate excise tax system developed by the department and compatible with the processes used in the offices of the county assessor and county auditor. Any funds held in the account that are not expended by the earlier of: July 1, 2015, or at such time that the county treasurer is utilizing an electronic processing and reporting system for real estate excise tax affidavits compatible with the department and compatible with the processes used in the offices of the county assessor and county auditor, revert to the special real estate and property tax administration assistance account in accordance with subsection (5)(c) of this section."

### Trends/Events

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#### Trends

- Continued need to expand our electronic recording options to be able to reach our partners who have gone paperless. We would like to continue to expand these services in order to meet our green-standard goals.
- Property sales have been declining and transactions slowing compared to 2022. Through the recording period, sales in 2023 are only 82% of what was processed during the same time frame in 2022.
- Market prices have begun to drop with interest rates. We expect to see the market pick up by 1Q 2024.

#### Events

- **2023 Budget Goals Achieved:**
- Electronic REET has been implemented and affidavits are electronically imported into PACS (tax software), allowing our office to balance our workload and improve our time management. We continue to serve the public by receiving walk-through documents from private parties, attorney's, and title companies by appointment.
- We have and will continue to work closely with our IT department to minimize down time. The
- *All goals for this reporting period were met and/or exceeded.*

- **Additional Events Occurring in 2023:**
- Updated procedures regarding the processing of electronic REET.
- Cross-trained staff and identified a new lead REET specialist.

## Goals

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1. Expand our software abilities to include addition ERecording sources to help reduce mail and offer submission options to those not using our current system.
2. Continued collaboration with IT to enhance the computer system, reducing downtime.

## Workload Indicators

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|                                       | 2021 Actual | 2022 Actual | 6/30/23 Actual |
|---------------------------------------|-------------|-------------|----------------|
| Number of excise affidavits processed | 4,175       | 3,253       | 1,392          |
| Number of E-REET processed            | 2,584       | 2,460       | 994            |
| Number of manual REET processed       | 1,591       | 793         | 398            |

## Grant Funding Sources

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This fund does not receive any grant revenue.

## Revenues

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|                                | 2021 Actual | 2022 Actual | 6/30/23 Actual | 2024 Budget |
|--------------------------------|-------------|-------------|----------------|-------------|
| Beginning Fund Balance         | 137,930     | 65,663      | 76,796         | 84,103      |
| Taxes                          | 0           | 0           | 0              | 0           |
| Licenses and Permits           | 0           | 0           | 0              | 0           |
| Intergovernmental Revenues     | 14,485      | 11,694      | 4,193          | 4,800       |
| Charges for Goods and Services | 10,485      | 8,133       | 3,480          | 7,000       |
| Fines and Forfeits             | 0           | 0           | 0              | 0           |
| Miscellaneous Revenues         | 0           | 0           | 0              | 0           |
| Other Financing Sources        | 0           | 0           | 0              | 0           |
| Transfers In                   | 0           | 0           | 0              | 0           |
| Total                          | 162,900     | 85,490      | 84,469         | 95,903      |

## Expenditures

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|                            | 2021 Actual | 2022 Actual | 6/30/23 Actual | 2024 Budget |
|----------------------------|-------------|-------------|----------------|-------------|
| Ending Fund Balance        | 65,663      | 76,796      | 76,440         | 89,812      |
| Salaries and Wages         | 0           | 0           | 0              | 0           |
| Personnel Benefits         | 0           | 0           | 0              | 0           |
| Supplies                   | 0           | 0           | 0              | 0           |
| Other Services and Charges | 92,740      | 0           | 0              | 10          |
| Intergovernmental Services | 0           | 0           | 0              | 0           |
| Capital Outlays            | 0           | 0           | 0              | 0           |

|                                 |         |        |        |        |
|---------------------------------|---------|--------|--------|--------|
| Interfund Payments for Services | 4,497   | 8,694  | 8,029  | 6,081  |
| Transfers Out                   | 0       | 0      | 0      | 0      |
| Total                           | 162,900 | 85,490 | 84,469 | 95,903 |

**Staffing**

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|                       | 2021 Budget | 2022 Budget | 2023 Budget | 2024 Budget |
|-----------------------|-------------|-------------|-------------|-------------|
| Full Time Equivalents | 0.00        | 0.00        | 0.00        | 0           |