

Clerk-Recorder

Terry Hansen, Clerk-Recorder

101-0200	FY 18/19 Adopted Budget	FY 19/20 CAO Recommended	Change
EXPENDITURES			
Salaries and Benefits	\$669,382	\$711,287	\$41,905
Services and Supplies	\$148,175	\$126,712	(\$21,463)
Other Charges	\$0	\$0	\$0
Fixed Assets	\$0	\$20,000	\$20,000
TOTAL EXPENDITURES	\$817,557	\$857,999	\$40,442
REVENUE			
Fed/State	\$0	\$0	\$0
Grant	\$0	\$0	\$0
Realignment	\$0	\$0	\$0
Fees/Misc	\$557,788	\$518,486	(\$39,302)
TOTAL REVENUE	\$557,788	\$518,486	(\$39,302)
FUND BALANCE	\$0	\$0	\$0
NET COUNTY COST	\$259,769	\$339,513	\$79,744

Program Description

Ensure public land records remain readily available to the public while preserving the records and their integrity through use of technology, performance, and practical policies. Maintain an accurate index of real property documents authorized or required by law for recording.

Provide prompt, professional, and courteous service to those individuals accessing the Recorder and Clerk functions of Yuba County including birth, death, and marriage vital records, Fictitious Business Name Statements, and marriage licenses.

Accomplishments

FY 2018-2019

- Implemented Electronic Recording for both Government to Government (G2G) and Electronic Recording Delivery System (ERDS).
- Implemented Tyler Self Service, allowing the public to quickly and easily search recorded documents and initiate marriage license applications from anywhere with internet access.
- Completed Digital Reel software update, which enhanced search functionality for documents recorded prior to 1989, enabling the public to find records quicker and easier.
- Completed Tyler Eagle Recorder system configuration update to include streamlining processes and improve system performance.
- Upgraded Tyler Application/Database server and Web server.
- Completed staff certification programs for all document examiner staff.

Clerk-Recorder

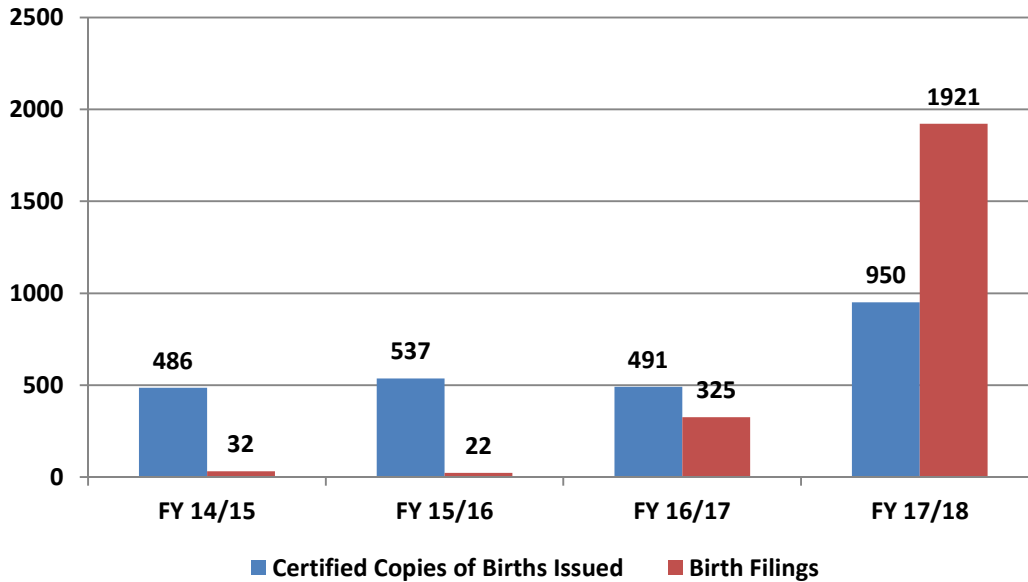
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Performance Measures

FY 2018-2019

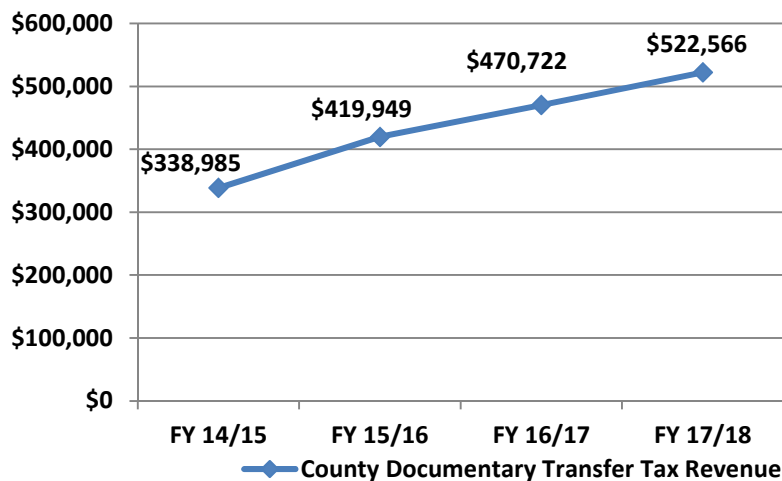
The Clerk-Recorder has seen a significant increase in the volume of birth filings and certified copies which is directly related to the new birthing center at Rideout Regional Medical Center in 2017.

Between FY 14/15 and FY 17/18 there has been a 5903.13% increase in birth filings and an increase of 95.47% in birth certificates issued.



Between FY 14/15 and FY 17/18 the Recorder has seen an increase of 54.16% in Documentary Transfer Tax revenue.

County Documentary Transfer Tax Revenue

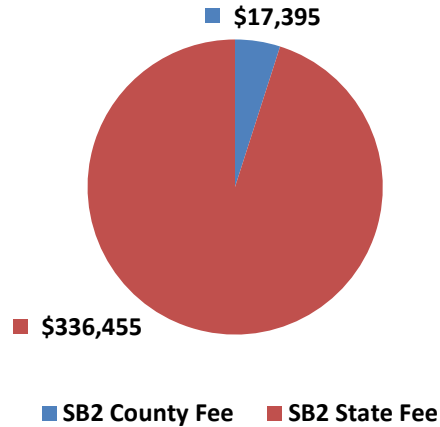


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Senate Bill 2 Affordable Housing and Jobs Act went into effect January 1, 2018 and imposed a \$75 per parcel fee on all eligible recordings. A 10% administration fee is collected on behalf of the County for each \$75 fee.

SB2 Affordable Housing and Jobs Act Fees Collected In 2018



Goals and Objectives

FY 2019-2020

- Purchase a new reader/printer machine to better assist customers with copy needs of filmed records
- Continue advance training to broaden staff functions
- Expand opportunities to benefit from electronic recording capabilities

Pending Issues/Policy Considerations

FY 2019-2020

- Finalize disaster recovery plan to provide timely business continuity of service
- Continue ongoing training to comply with changing legislation to maintain the high level of service and operations to the public

Elections

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101-0800	FY 18/19 Adopted Budget	FY 19/20 CAO Recommended	Change
EXPENDITURES			
Salaries and Benefits	\$399,546	\$430,418	\$30,872
Services and Supplies	\$399,654	\$301,732	(\$97,922)
Other Charges	\$0	\$0	\$0
Fixed Assets	\$0	\$0	\$0
TOTAL EXPENDITURES	\$799,200	\$732,150	(\$67,050)
REVENUE			
Fed/State	\$0	\$0	\$0
Grant	\$0	\$0	\$0
Realignment	\$0	\$0	\$0
Fees/Misc	\$62,000	\$3,500	(\$58,500)
TOTAL REVENUE	\$62,000	\$3,500	(\$58,500)
FUND BALANCE	\$0	\$0	\$0
NET COUNTY COST	\$737,200	\$728,650	(\$8,550)

Program Description

Provide mandated election services for federal, state, county, special, and local elections as required by California Elections Code, California Government Code and the California Constitution. Mandated services include voter registration, voter outreach, candidate services, election services, and vote by mail and petition processing.

Accomplishments

FY 2018-2019

- Conducted the November 2018 Statewide General Election.
- Implemented Conditional Voter Registration (CVR) allowing eligible individuals to register and vote up to and including Election Day.
- Secured federal grant funding to implement a Remote Accessibility Vote by Mail system and to make cyber security improvements related to the VoteCal system at the county level.
- Secured state matching funds to purchase a new voting system.

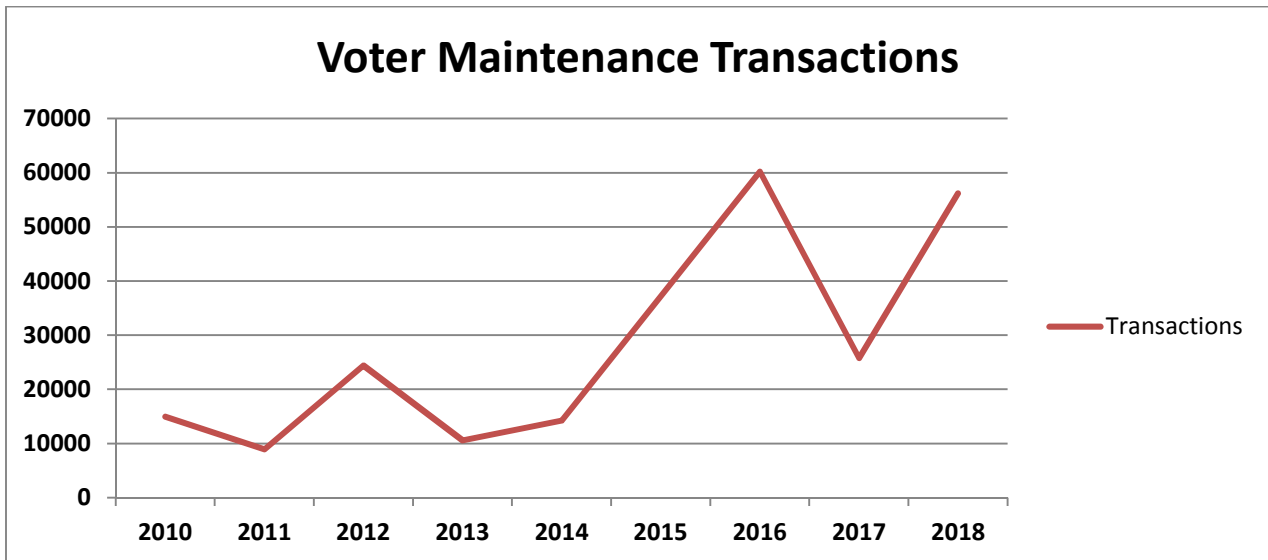
Elections

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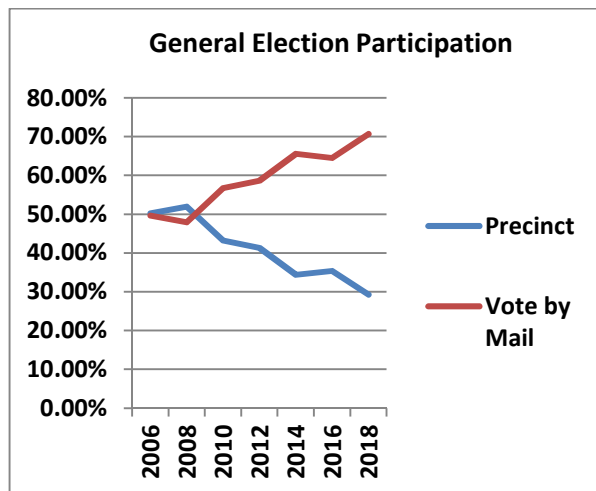
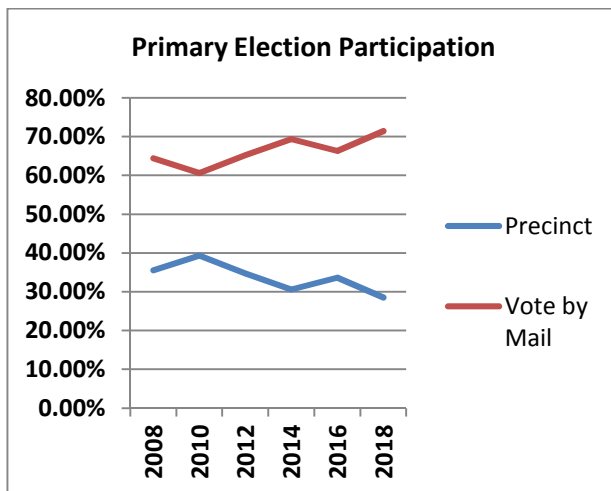
Performance Measures FY 2018-2019

VoteCal, the California statewide voter registration database, was accepted as the system of record in 2016. This acceptance triggered other legislation to become effective, including the California New Motor Voter Program (AB 1461) and Conditional Voter Registration (AB 1436).

The California New Motor Voter Program requires DMV, under certain conditions, to automatically register eligible voters appearing in their office, resulting in significantly higher registration numbers and increased costs for election staffing, supplies, and services.

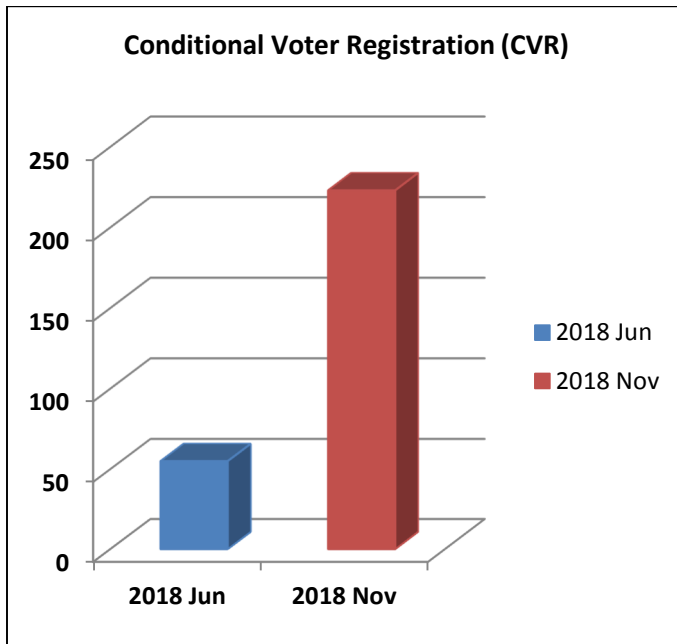


The trend of increased mail ballot voter participation is expected to continue with both staffing and service/supply impacts. New litigation requires counties to pay for return postage on all vote by mail ballots.



Elections

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Conditional Voter Registration (CVR) increased 305.5% during the November 2018 Statewide General Election. As voter awareness grows, we anticipate this number will continue to rise.

Goals and Objectives

FY 2019-2020

- Implement a new voting system; complete all implementation testing, create written procedures, preform mock election, community outreach and training. Develop and produce new accessibility and training videos for poll workers.
- Implement a Remote Accessibility Vote by Mail system.
- Dispose of old voting system in compliance with applicable state and federal law.
- Conduct the March 3, 2020 Presidential Primary Election.

Pending Issues/Policy Considerations

FY 2019-2020

- Conditional Voter Registration (CVR) has an impact on staffing and resources available on Election Day. We have seen a vast increase in same day registrations; June 2018 there were **55** CVR voters and in November 2018 there were **223**.
- New litigation requires the county to pay the return postage on all vote by mail ballots.
- Develop procedure and conduct a Risk Limiting Audit for the Presidential Primary Election in lieu of the traditional 1% tally during canvass.