

Clerk-Recorder

Terry Hansen, Clerk-Recorder

101-0200	FY 20/21 Adopted Budget	FY 21/22 CAO Recommended	Change
EXPENDITURES			
Salaries and Benefits	\$713,897	\$744,986	\$31,089
Services and Supplies	\$147,850	\$150,898	\$3,048
Other Charges	\$0	\$0	\$0
Fixed Assets			\$0
TOTAL EXPENDITURES	\$861,747	\$895,884	\$34,137
REVENUE			
Fed/State			\$0
Grant			\$0
Realignment			\$0
Fees/Misc	\$582,388	\$617,491	\$35,103
TOTAL REVENUE	\$582,388	\$617,491	\$35,103
FUND BALANCE	\$0	\$0	\$0
NET COUNTY COST	\$279,359	\$278,393	(\$966)

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 2020-2021

- Maintained services provided to the public during COVID-19 Pandemic.
- Implemented safety procedures to protect staff and the public to include: in-person services by appointment, installing counter barriers, staff teleworking on a rotating basis.
- In response to a significant countywide network incident, Yuba County staff, working with the system vendor, activated disaster recovery services to ensure continuity of clerk and recorder operations. Upon resolution of internal network issues, Clerk/Recorder services were successfully transitioned from the cloud based recovery solution back to local servers. Without the initiative taken by the Department to acquire and implement a disaster planning program the negative impact to the public would have been extreme.

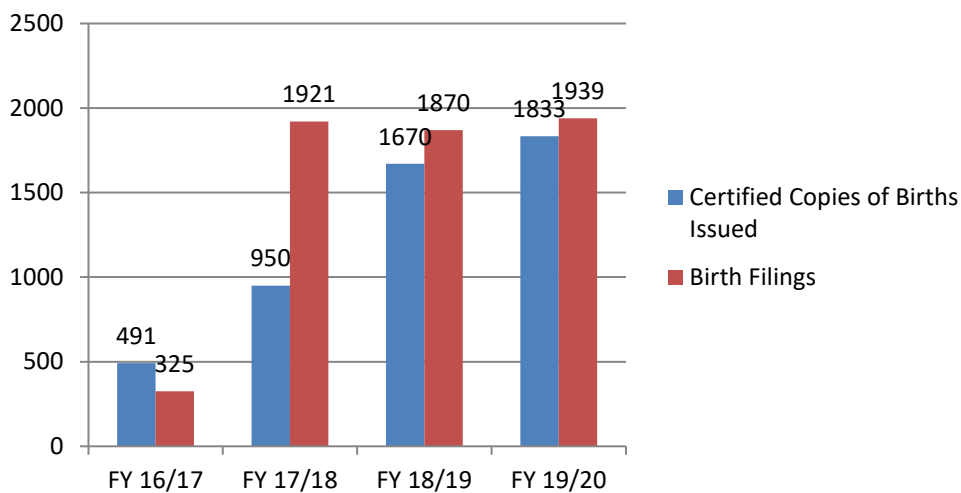
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Performance Measures FY 2020-2021

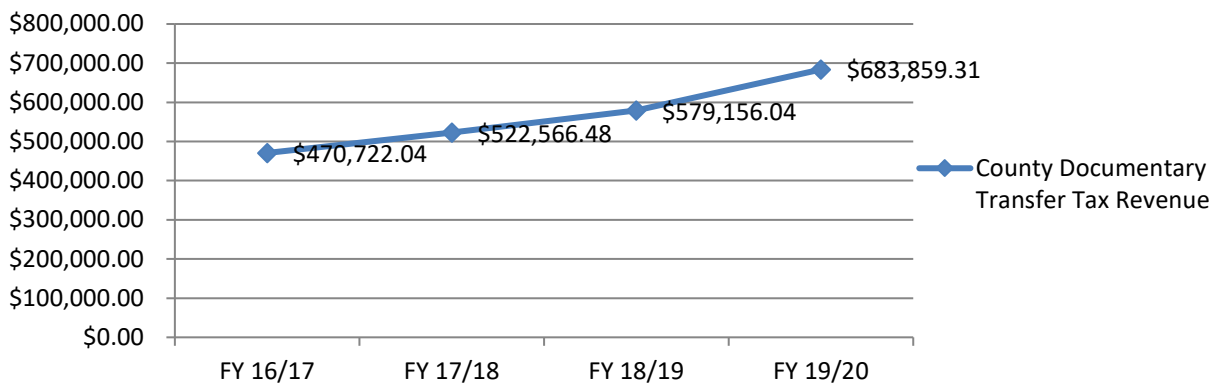
The Clerk-Recorder continues to see a significant increase in the volume of birth filings and certified copies directly related to the new birthing center at Adventist Health-Rideout Hospital.

Between FY 16/17 and FY 19/20 there has been a 496.62% increase in birth filings and a 273.32% increase in birth certificates issued.



Between FY 16/17 and FY 19/20 the Recorder has seen an increase of 45.28% in Documentary Transfer Tax revenue.

County Documentary Transfer Tax Revenue

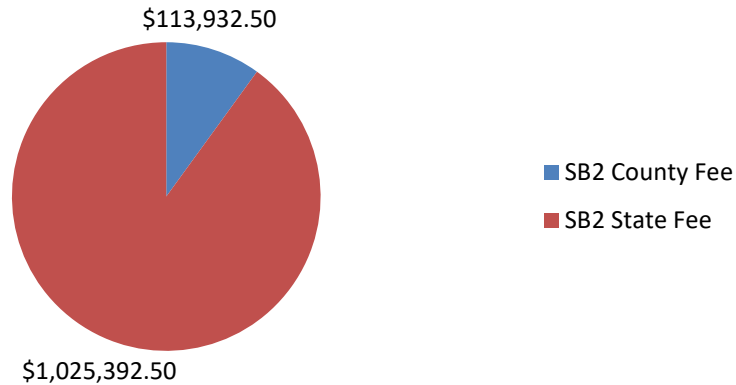


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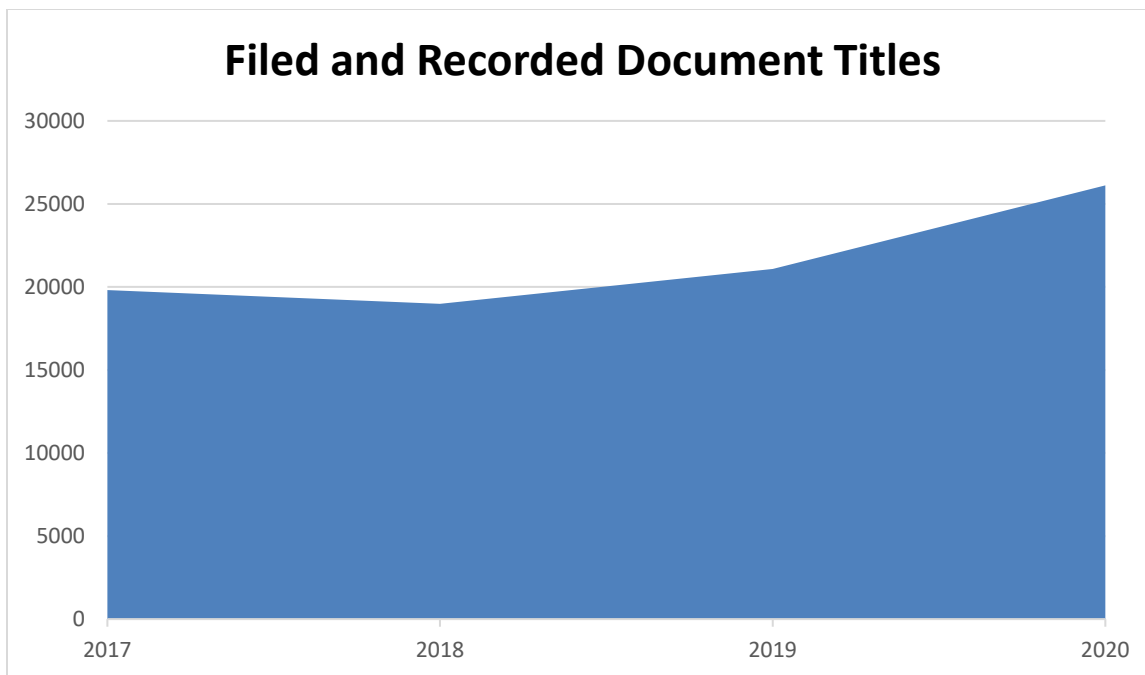
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Senate Bill 2 Affordable Housing and Jobs Act went into effect January 1, 2018 and imposed a \$75 per parcel fee on all eligible recordings. A 10% administration fee is collected on behalf of the County for each \$75 fee.

SB2 Affordable Housing and Jobs Act Fees Collected In 2020



Between 2017 and 2020 there has been a 31.84% increase in document filings and recordings.



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Goals and Objectives

FY 2021-2022

- Add document recording images to existing official records index for 1989
- Continue advance training to broaden staff functions
- Expand opportunities to benefit from electronic recording capabilities
- Complete second phase of Tyler server upgrade by replacing Tyler Web server
- Review implementation of Disaster Recovery Plan to develop best practices

Pending Issues/Policy Considerations

FY 2021-2022

- 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 20/21 Adopted Budget	FY 21/22 CAO Recommended	Change
EXPENDITURES			
Salaries and Benefits	\$455,047	\$531,056	\$76,009
Services and Supplies	\$351,550	\$573,102	\$221,552
Other Charges	\$0	\$0	\$0
Fixed Assets			\$0
TOTAL EXPENDITURES	\$806,597	\$1,104,158	\$297,561
REVENUE			
Fed/State			\$0
Grant			\$0
Realignment			\$0
Fees/Misc	\$93,124	\$210,000	\$116,876
TOTAL REVENUE	\$93,124	\$210,000	\$116,876
FUND BALANCE	\$0	\$0	\$0
NET COUNTY COST	\$713,473	\$894,158	\$180,685

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 2020-2021

November 3, 2020 Presidential General Election

This election, with a record 76% turnout, was conducted under COVID-19 pandemic conditions with significant changes mandated by California Executive Orders and urgency legislation.

Polling places, with modifications, were open for voters who chose to vote in person on Election Day. Some of those modifications included increased poll worker staffing to ensure adequate disinfection and implementation of public health guidelines to include social distancing and the use of personal protective equipment.

As mandated by Executive Order and urgency legislation, vote by mail ballots were mailed to every registered voter, with returned ballots comprising 86% of election turnout.

Elections

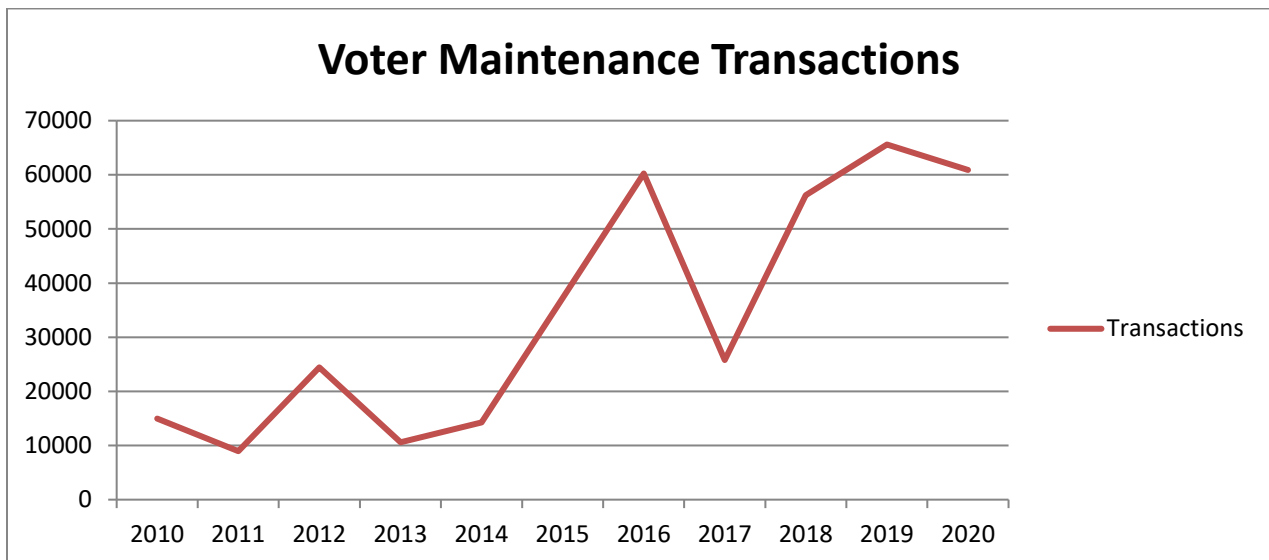
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Election activities were reviewed with Yuba County Grand Jury members by teleconference and in person. On election night Grand Jury members were present for the receipt and processing of ballots at the central tally location.

Performance Measures FY 2020-2021

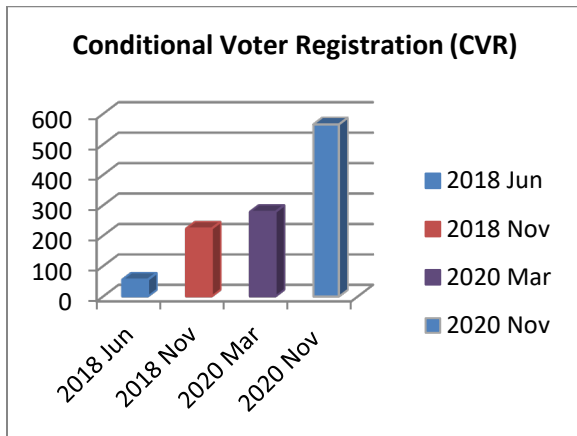
VoteCal, the California statewide voter registration database, was accepted as the system of record in 2016. This acceptance triggered other legislation to become effective, including AB 1461 (California New Motor Voter Program) and AB 1436 (Conditional Voter Registration).

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.



Elections

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Conditional Voter Registration (CVR) doubled between the March 2020 Presidential Primary Election and the November 2020 Presidential General Election. As voter awareness continues to grow, we anticipate this number will continue to rise.

Goals and Objectives

FY 2021-2022

- Conduct possible statewide recall election
- Continue to conduct all election functions while maintaining a safe environment for staff and the public during the continuing pandemic
- Expand participation in Yuba County Voting Accessibility Advisory Committee (VAAC)

Pending Issues/Policy Considerations

FY 2020-2021

- Conditional Voter Registration (CVR) has an impact on staffing and resources available on Election Day. We continue to see an increase in same day registrations; June 2018 there were **55** CVR voters, November 2018 there were **223**, March 2020 there was **278**, and in November 2020 there were **565**.
- Census data analysis deadlines have been extended and have created timeline issues with respect to redistricting and the redrawing of voting precinct boundaries.
- Significant legislative changes are anticipated during the coming year.