



CLERK-RECORDER

<u>Clerk-Recorder</u>	Budget	Requested	Recommend	Change
<u>Budget Category</u>	<u>2006/07</u>	<u>2007/08</u>	<u>2007/08</u>	<u>(Col 3-Col 1)</u>
APPROPRIATIONS				
Salaries & Benefits	\$383,462	\$481,912	\$481,912	\$98,450
Svs & Supplies	\$68,572	\$72,302	\$72,302	\$3,730
Other Charges	\$0	\$0	\$0	\$0
Fixed Assets	\$0	\$36,500	\$36,500	\$36,500
Cap/Imp Other Finance	\$0	\$0	\$0	\$0
Cost Reimbursements	\$0	\$0	\$0	\$0
A-87 Charges	\$0	\$0	\$0	\$0
Total Appropriations	\$452,034	\$590,714	\$590,714	\$138,680

REVENUES

Fed/State Revenue	\$0	\$0	\$0	\$0
Grant Revenue	\$0	\$0	\$0	\$0
Realignment Revenue	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$275,500	\$381,051	\$381,051	\$105,551
Fund Balance	\$0	\$0	\$0	\$0
General Fund	\$176,534	\$209,663	\$209,663	\$33,129
Total Revenues	\$452,034	\$590,714	\$590,714	\$138,680

ELECTIONS

<u>Elections</u>	Budget	Requested	Recommend	Change
<u>Budget Category</u>	<u>2006/07</u>	<u>2007/08</u>	<u>2007/08</u>	<u>(Col 3-Col 1)</u>
APPROPRIATIONS				
Salaries & Benefits	\$165,215	\$241,493	\$241,493	\$76,278
Svs & Supplies	\$256,250	\$526,400	\$526,400	\$270,150
Other Charges	\$0	\$0	\$0	\$0
Fixed Assets	\$0	\$63,000	\$63,000	\$63,000
Cap/Imp Other Finance	\$0	\$0	\$0	\$0
Cost Reimbursements	\$0	\$0	\$0	\$0
A-87 Charges	\$0	\$0	\$0	\$0
Total Appropriations	\$421,465	\$830,893	\$830,893	\$409,248

REVENUES

Fed/State Revenue	\$0	\$0	\$0	\$0
Grant Revenue	\$0	\$0	\$0	\$0
Realignment Revenue	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$30,000	\$1,000	\$1,000	-\$29,000
Fund Balance	\$0	\$0	\$0	\$0
General Fund	\$391,465	\$829,893	\$829,893	\$438,428
Total Revenues	\$421,465	\$830,893	\$830,893	\$409,248

Major Accomplishment FY 2006/07

General Office

- ✓ Completed ethical review and training.

Elections Division

- ✓ Received Grand Jury commendation for implementation of HAVA compliant voting system.
- ✓ Converted Mail Ballot Precincts (Camptonville and Smartsville) to physical polling sites.
- ✓ Reorganized staff duties and classifications to better serve office operation.
- ✓ Staff attendance at conferences to better understand changing laws and resulting implications to Yuba County.
- ✓ Additional training with ARC Explorer (mapping) and County GIS capabilities.
- ✓ Successful Special Statewide Election November 2006.
- ✓ Successful Special District Election June 2007.

Clerk Division

- ✓ Back scanned Birth/Death/Marriage vital records for greater accessibility.
- ✓ Implement online and office debit card processing for vital records.

Recorder Division

- ✓ Implemented second phase of digital reel program to provide greater public access.
- ✓ Created procedures to expedite special recordings for title companies.
- ✓ Reorganized staff duties and classifications to better serve office operation.
- ✓ Staff attendance at conferences to better understand changing laws and resulting implications to Yuba County.

Major Goals and Objectives FY 2007/08

Election Division

- ✓ Complete first phase of California Public Election Administrators Certification program for remaining staff.
- ✓ Review and update all procedural documents and manuals.
- ✓ Implement ongoing mandated and legislative changes to election procedures.
- ✓ Successfully hold two statewide elections (February and June) while preparing for November Presidential General Election.

Clerk Division

- ✓ Complete scan of vital records through 1960.
- ✓ Expand accessibility for public.

Recorder Division

- ✓ Certification of staff as Recordable Document Examiner pursuant to County Recorder's Association of California requirements for promotional opportunities.
- ✓ Implement imaging of filed maps for archival purposes.
- ✓ Provide digital map images for public use.
- ✓ Refurbish old official record books.
- ✓ Implement debit card payment method for recordings .
- ✓ Update department website with FAQ, forms, and additional useful links.

Workload Indicators

Election Division

- ✓ A recently announced top to bottom review of all certified voting systems by the Secretary of State has the potential to severely impact staffing and resources, particularly in light of the recent legislative move of the Presidential Primary to February. Potential to require significant changes to voting equipment without providing funding source.
- ✓ Proposed federal legislation, HR 811, if implemented, would have severe impact to staffing and

resources. Requires implementation of voting system components currently not available with known technology.

- ✓ Possible UDEL election in November 2007 and confirmed three statewide elections in 2008. Significant in terms of staffing and cost.
- ✓ Significant population growth necessitates increase in number of voting precincts requiring additional equipment, staffing, etc.
- ✓ Any federal preclearance requests pursuant to Section 5 of the Voting Rights Act requires significant research and documentation.

Clerk Division

- ✓ Increased restrictions on international travel have resulted in significant increases in passport application and requests for birth certificates. Additional travel restrictions expected to be forthcoming. Significant staff impact.

Recorder Division

- ✓ To prevent fraudulent use of personal information, 14 proposed pieces of state legislation address redaction of all social security numbers and/or addresses, and other personal information on past and future recorded documents. Severe impact to staffing, technology requirements, and expense.
- ✓ Proposed legislation related to stillborn birth certificates .
- ✓ Promotional opportunities require additional training for state certification.
- ✓ Scanning all maps for greater public availability and secured storage will impact staffing and may necessitate extra help staffing.
- ✓ Merger of digital reel imaging with existing system may necessitate extra help staffing.

Allocated Positions

- ✓ One (1) vacant Office Specialist position (recruitment in process).