

Clerk-Recorder

Terry Hansen, Clerk-Recorder

	FY 17/18 Adopted Budget	FY 18/19 CAO Recommended	Change
101-0200			
EXPENDITURES			
Salaries and Benefits	628,838	669,382	40,544
Services and Supplies	130,628	148,175	17,547
Other Charges			0
Fixed Assets			0
TOTAL EXPENDITURES	759,466	817,557	58,091
REVENUE			
Fed/State			0
Grant			0
Realignment			0
Fees/Misc	454,481	557,788	103,307
TOTAL REVENUE	454,481	557,788	103,307
FUND BALANCE	0	0	0
NET COUNTY COST	304,985	259,769	(45,216)

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 Clerk functions of Yuba County for birth, death and marriage records.

Accomplishments FY 2017-2018

- Supported emergency resource center providing support to victims of the Cascade Fire enabling them to quickly replace crucial documents

- Implemented the California Building Homes and Jobs Act.

Goals and Objectives FY 2018-2019

- Implement first phases of e-recording

Pending Issues/Policy Considerations FY 2018-2019

- Finalize disaster recovery plan to provide timely business continuity of service

Elections

Terry Hansen, Clerk-Recorder

	FY 17/18 Adopted Budget	FY 18/19 CAO Recommended	Change
101-0800			
EXPENDITURES			
Salaries and Benefits	378,573	399,546	20,973
Services and Supplies	251,421	399,654	148,233
Other Charges			0
Fixed Assets			0
TOTAL EXPENDITURES	629,994	799,200	169,206
REVENUE			
Fed/State			0
Grant			0
Realignment			0
Fees/Misc	16,710	62,000	45,290
TOTAL REVENUE	16,710	62,000	45,290
FUND BALANCE	0	0	0
NET COUNTY COST	613,284	737,200	123,916

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 2017-2018

- Implemented significant legislative changes to include conditional voter registration and the new motor voter act triggering automatic registration of eligible individuals transacting business with the California Department of Motor Vehicles
- Fully transitioned to statewide voter registration database (VoteCal)

Goals and Objectives

FY 2018-2019

- Evaluate, secure and implement new voting system
- Evaluate implementation of the California Voters Choice Act as implemented in a small number of pilot counties in 2018
- Determine feasibility of implementing this vote center voting model in Yuba County and identify cost and workload impacts

Pending Issues/Policy Considerations

FY 2018-2019

- The current election system is aging and must be evaluated for replacement as new options become available
- Implementation of the Voters Choice Act in pilot counties may generate further legislation

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL EXPENDITURES 2015-2016	ACTUAL EXPENDITURES 2016-2017	BOS APPROVED 2017-2018	DEPARTMENT REQUESTED 2018-2019	CAO RECOMMENDED 2018-2019
CLERK RECORDER						
101-0200-331.16-06	MARRIAGE LICENSES	0	3,613-	3,000-	3,000-	3,100-
101-0200-371.93-03	CLERK RECORDER	0	61,441-	75,000-	115,000-	135,000-
101-0200-371.95-01	RECORDING FEES	0	310,914-	235,000-	235,000-	255,000-
101-0200-371.97-01	CLERK RECORDER	0	0	141,481-	144,016-	0
101-0200-372.99-01	OPERATING TRANSFERS IN	0	114,601-	0	0	164,688-
101-0200-372.99-02	COUNTY CONTRIBUTION	0	291,794-	304,985-	320,541-	259,769-
101-0200-381.92-00	OVERAGE/SHORTAGE	0	463-	0	0	0
* REVENUE		0	782,826-	759,466-	817,557-	817,557-
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**		0	782,826-	759,466-	817,557-	817,557-
Salaries & Benefits						
101-0200-411.01-01	REGULAR	398,951	414,869	419,221	448,075	448,075
101-0200-411.01-04	OVERTIME	0	474	1,000	1,000	1,000
101-0200-411.01-07	VACATION PAY	0	857	0	0	0
101-0200-411.02-01	CO SHARE PERS-UAL	0	0	0	66,090	66,090
101-0200-411.02-02	CO SHARE PERS-NORMAL	66,776	70,975	79,448	28,363	28,363
101-0200-411.02-04	GROUP HEALTH INSURANCE	74,772	98,275	114,670	110,488	110,488
101-0200-411.02-05	MEDICARE	5,557	5,742	6,085	6,512	6,512
101-0200-411.02-06	WORKERS COMP INS	2,144	2,696	2,720	3,047	3,047
101-0200-411.02-07	LIFE INSURANCE	515	553	696	588	588
101-0200-411.02-08	UNEMPLOYMENT INS	1,263	772	259	280	280
101-0200-411.02-09	RETIREE HEALTHCARE INS	2,990	3,714	4,739	4,939	4,939
* EXPENDITURE		552,968	598,927	628,838	669,382	669,382
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** Salaries & Benefits		552,968	598,927	628,838	669,382	669,382
Services & Supplies						
101-0200-411.12-00	COMMUNICATION	988	883	2,000	2,000	2,000
101-0200-411.15-00	INSURANCE	4,153	5,392	6,111	8,311	8,311

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101-0200-411.17-00	MAINTENANCE/EQUIPMENT	3,360	5,009	4,836	6,300	6,300
101-0200-411.20-00	MEMBERSHIPS	1,200	1,250	1,350	1,350	1,350
101-0200-411.22-00	OFFICE EXPENSE	19,170	15,562	17,000	17,000	17,000
101-0200-411.22-82	MICRO GRAPHIC	4,516	4,566	10,000	10,000	10,000
101-0200-411.22-83	TRUNCATION	2,825	1,260	2,000	2,000	2,000
101-0200-411.22-84	MODERNIZATION	33,817	34,110	50,000	70,000	70,000
101-0200-411.22-85	CLERK US TRUST	1,025	0	0	0	0
101-0200-411.23-00	PROFESSIONAL SERVICES	500	796	500	500	500
101-0200-411.25-00	RENTS & LEASES/EQUIPMENT	0	2,451	2,790	2,790	2,790
101-0200-411.26-00	RENTS & LEASES/BLDG & IMP	3,663	3,566	3,500	4,500	4,500
101-0200-411.28-00	SPECIAL DPMT EXPENSE	278	121	500	500	500
101-0200-411.29-00	TRAVEL	1,551	1,253	3,850	3,850	3,850
101-0200-411.30-00	UTILITIES	0	0	26,191	19,074	19,074
* EXPENDITURE		77,046	76,219	130,628	148,175	148,175
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** Services & Supplies		77,046	76,219	130,628	148,175	148,175
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*** CLERK RECORDER		630,014	107,680-	0	0	0
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL EXPENDITURES 2015-2016	ACTUAL EXPENDITURES 2016-2017	BOS APPROVED 2017-2018	DEPARTMENT REQUESTED 2018-2019	CAO RECOMMENDED 2018-2019
ELECTIONS						
101-0800-371.88-01	ELECTION SERVICES	0	247,642-	16,710-	42,000-	62,000-
101-0800-371.98-99	MISCELLANEOUS	0	145-	0	0	0
101-0800-372.99-02	COUNTY CONTRIBUTION	0	523,120-	613,284-	757,200-	737,200-
* REVENUE		0	770,907-	629,994-	799,200-	799,200-
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**		0	770,907-	629,994-	799,200-	799,200-
Salaries & Benefits						
101-0800-415.01-01	REGULAR	184,275	190,025	242,343	270,067	270,067
101-0800-415.01-03	EXTRA HELP	11,077	26,883	10,000	10,000	10,000
101-0800-415.01-04	OVERTIME	2,615	4,025	5,000	5,000	5,000
101-0800-415.02-01	CO SHARE PERS-UAL	0	0	0	39,364	39,364
101-0800-415.02-02	CO SHARE PERS-NORMAL	30,837	32,502	45,887	16,892	16,892
101-0800-415.02-03	PARS	332	806	300	300	300
101-0800-415.02-04	GROUP HEALTH INSURANCE	41,129	43,967	67,432	49,776	49,776
101-0800-415.02-05	MEDICARE	2,684	2,995	3,731	4,133	4,133
101-0800-415.02-06	WORKERS COMP INS	1,225	1,541	1,700	1,741	1,741
101-0800-415.02-07	LIFE INSURANCE	257	257	348	348	348
101-0800-415.02-08	UNEMPLOYMENT INS	914	663	243	270	270
101-0800-415.02-09	RETIREE HEALTHCARE INS	1,510	1,546	1,589	1,655	1,655
* EXPENDITURE		276,855	305,210	378,573	399,546	399,546
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** Salaries & Benefits		276,855	305,210	378,573	399,546	399,546
Services & Supplies						
101-0800-415.12-00	COMMUNICATION	844	735	1,500	1,500	1,500
101-0800-415.17-00	MAINTENANCE/EQUIPMENT	16,920	19,377	19,339	22,965	22,965
101-0800-415.20-00	MEMBERSHIPS	350	350	400	400	400
101-0800-415.22-00	OFFICE EXPENSE	14,167	12,160	13,000	14,000	14,000
101-0800-415.23-00	PROFESSIONAL SERVICES	30,969	32,889	35,332	44,534	44,534

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101-0800-415.24-00	PUBLICATIONS	2,403	3,683	3,650	3,650	3,650
101-0800-415.26-00	RENTS & LEASES/BLDG & IMP	3,360	4,540	5,700	6,340	6,340
101-0800-415.28-00	SPECIAL DPMT EXPENSE	178,554	202,930	170,000	302,765	302,765
101-0800-415.29-00	TRAVEL	754	2,767	2,500	3,500	3,500
*	EXPENDITURE	248,321	279,431	251,421	399,654	399,654
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**	Services & Supplies	248,321	279,431	251,421	399,654	399,654
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***	ELECTIONS	525,176	186,266-	0	0	0
****	ELECTIONS	525,176	186,266-	0	0	0