

# Clerk-Recorder

Donna Hillegass – Clerk-Recorder

Clerk-Recorder 101-0200	FY 21/22 Adopted Budget	FY 22/23 CAO Recommended	Change
<b>EXPENDITURES</b>			
Salaries and Benefits	\$744,986	\$816,876	\$71,890
Services and Supplies	\$150,898	\$199,603	\$48,705
Other Charges	\$0	\$241,207	\$241,207
Fixed Assets			\$0
<b>TOTAL EXPENDITURES</b>	<b>\$895,884</b>	<b>\$1,257,686</b>	<b>\$361,802</b>
<b>REVENUE</b>			
Fed/State			\$0
Grant			\$0
Realignment			\$0
Fees/Misc	\$617,491	\$616,988	(\$503)
<b>TOTAL REVENUE</b>	<b>\$617,491</b>	<b>\$616,988</b>	<b>(\$503)</b>
<b>FUND BALANCE</b>			<b>\$0</b>
<b>NET COUNTY COST</b>	<b>\$278,393</b>	<b>\$640,698</b>	<b>\$362,305</b>

## 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 2021-2022

- Maintained high service levels in response to staffing shortage and recruitment challenges.
- Completed second phase of Tyler server upgrade by replacing Tyler Web server.
- Implemented electronic filing application for mandated Statement of Economic Interest Form 700 filings.
- Provided backup election support for unscheduled statewide election.

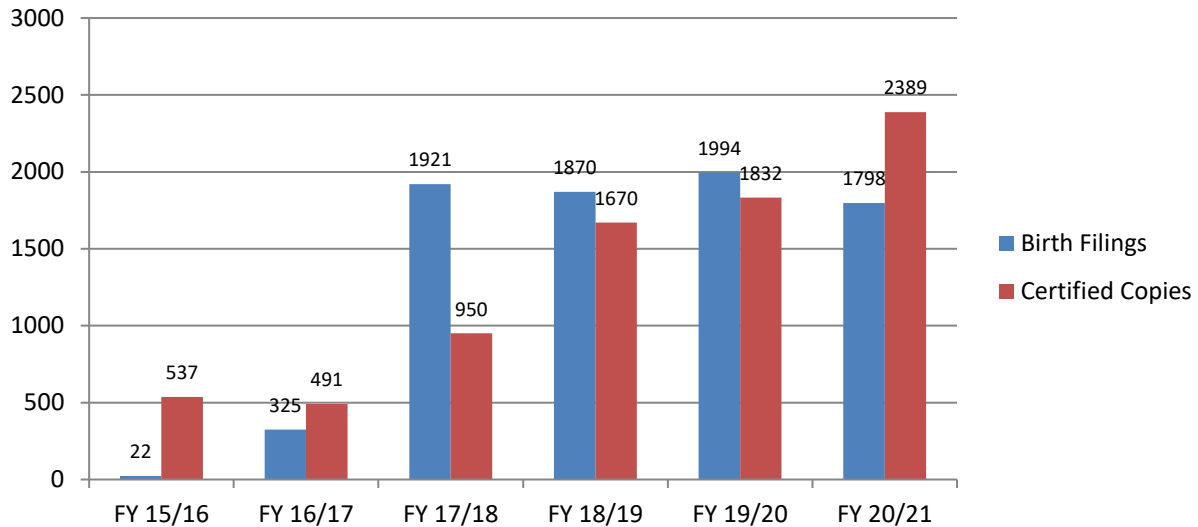
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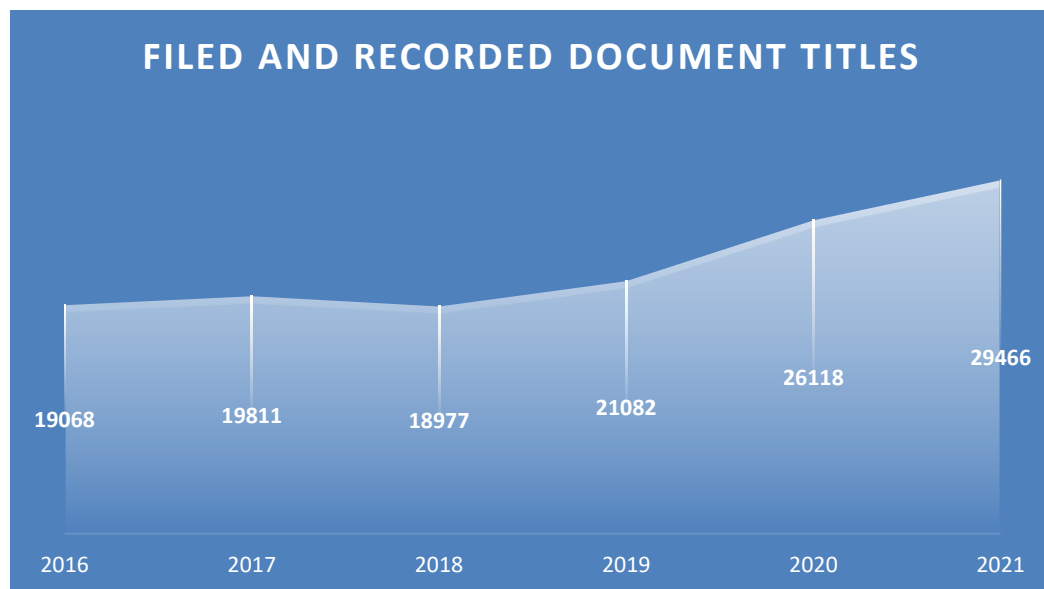
## Performance Measures

### FY 2021-2022

The Clerk/Recorder experienced a 9.8% decrease in birth filings and a 30.4% increase in the issuance of certified copies of birth certificates over the previous fiscal year. This trend is expected to increase with the corresponding increase of births taking place in Yuba County at Adventist Health-Rideout Hospital birthing center.



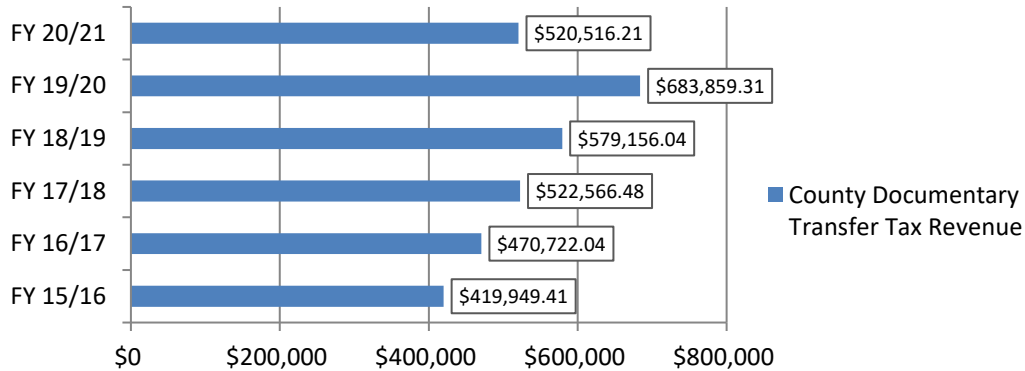
The Clerk/Recorder experienced a 12.8% increase in recorded documents over the previous fiscal year.



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## County Documentary Transfer Tax Revenue



## Goals and Objectives

### FY 2022-2023

- Complete training for new staff to ease workload impacts.
- Implement newly-enacted legislation requiring extensive review of historical records and possible redacting.

## Pending Issues/Policy Considerations

### FY 2022-2023

- 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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<b>Elections</b>	<b>FY 21/22 Adopted</b>	<b>FY 22/23 CAO</b>	
<b>101-0800</b>	<b>Budget</b>	<b>Recommended</b>	<b>Change</b>
<b>EXPENDITURES</b>			
Salaries and Benefits	\$531,056	\$425,666	(\$105,390)
Services and Supplies	\$573,102	\$384,241	(\$188,861)
Other Charges	\$0	\$210,088	\$210,088
Fixed Assets			\$0
<b>TOTAL EXPENDITURES</b>	<b>\$1,104,158</b>	<b>\$1,019,995</b>	<b>(\$84,163)</b>
<b>REVENUE</b>			
Fed/State			\$0
Grant			\$0
Realignment			\$0
Fees/Misc	\$210,000	\$50,000	(\$160,000)
<b>TOTAL REVENUE</b>	<b>\$210,000</b>	<b>\$50,000</b>	<b>(\$160,000)</b>
<b>FUND BALANCE</b>			<b>\$0</b>
<b>NET COUNTY COST</b>	<b>\$894,158</b>	<b>\$969,995</b>	<b>\$75,837</b>

## Program Description

Provide mandated election services for federal, state, county, special and local elections as required by California Elections Coe, 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 2021-2022

- Conducted unscheduled September 14, 2021 Statewide Recall Election.
- Established Voter Accessibility Advisory Committee.
- Implemented state, county, and voting precinct changes following the release of 2020 Census data and the completion of state and county redistricting efforts.
- Implemented electronic filing system for campaign finance statements.
- Initiated implementation of electronic poll books in response to recent legislation requiring a ballot be mailed to any registered voter for all future elections.
- Conduct June 2022 Direct Primary Election.

# Elections

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## Performance Measures FY 2021-2022

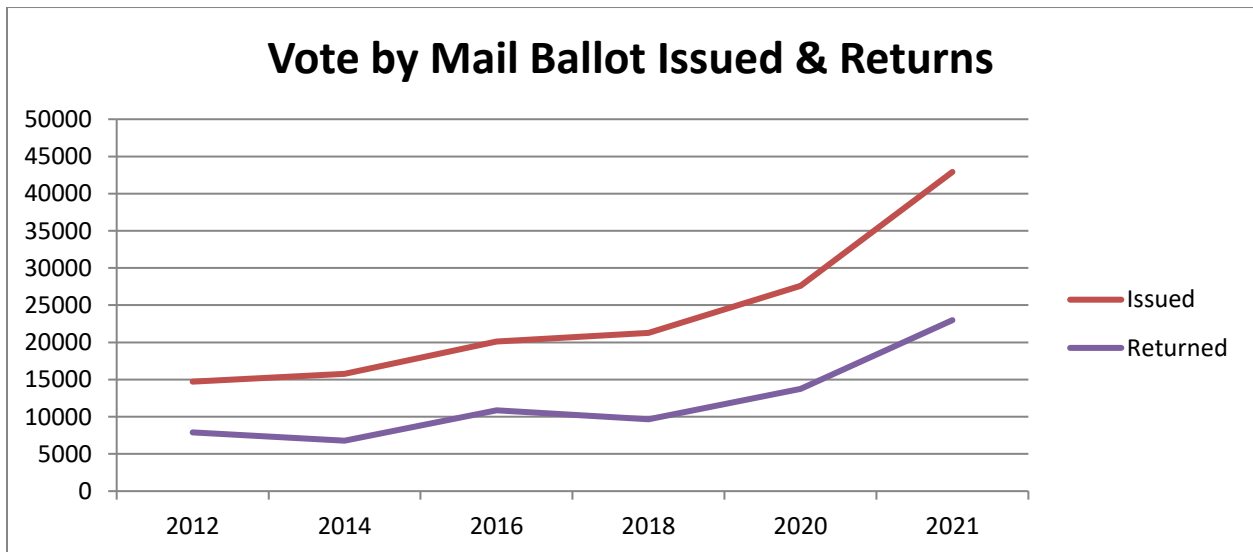
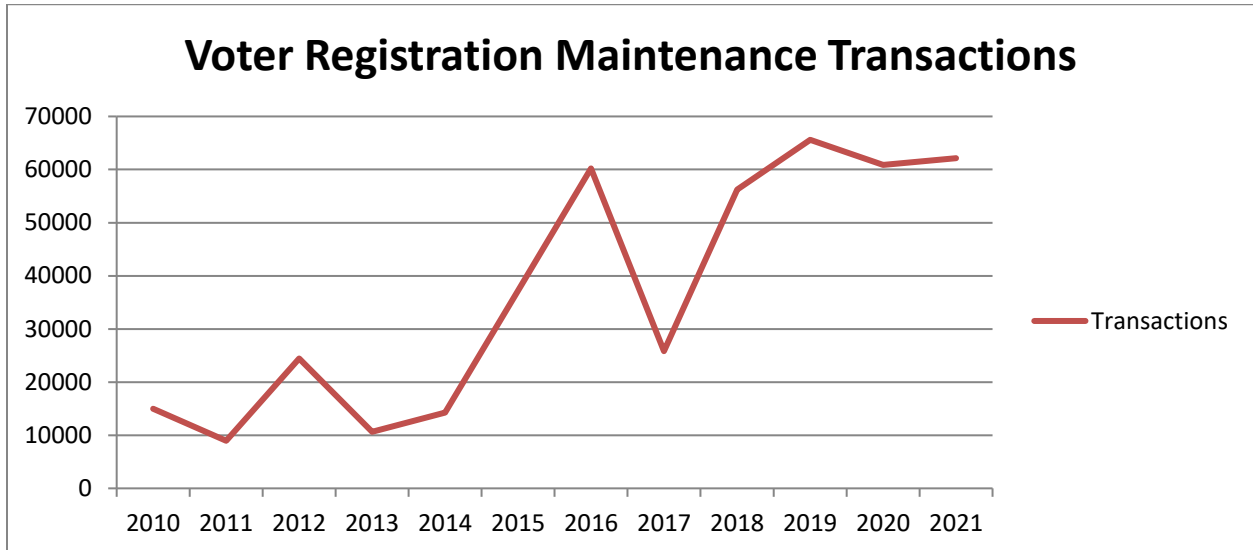


Chart represents total of vote by mail ballots issued and returned during primary elections and the 2021 recall election.

# Elections

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## Goals and Objectives

### FY 2022-2023

- Complete implementation of special district divisional boundary changes following the June Direct Primary Election.
- Conduct the November 2022 General Election.

## Pending Issues/Policy Considerations

### FY 2022-2023

- Due to COVID impacts on the release of 2020 Census data, redistricting efforts for special districts could not be completed to be included with state and county efforts. This will require an additional redistricting effort to be conducted after the June election is certified but before the upcoming General Election.