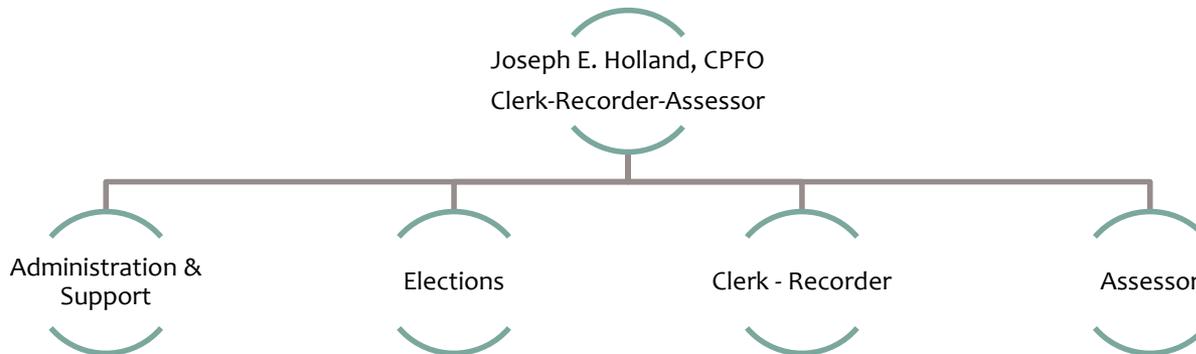


# 2016-2018 BUDGET WORKSHOP

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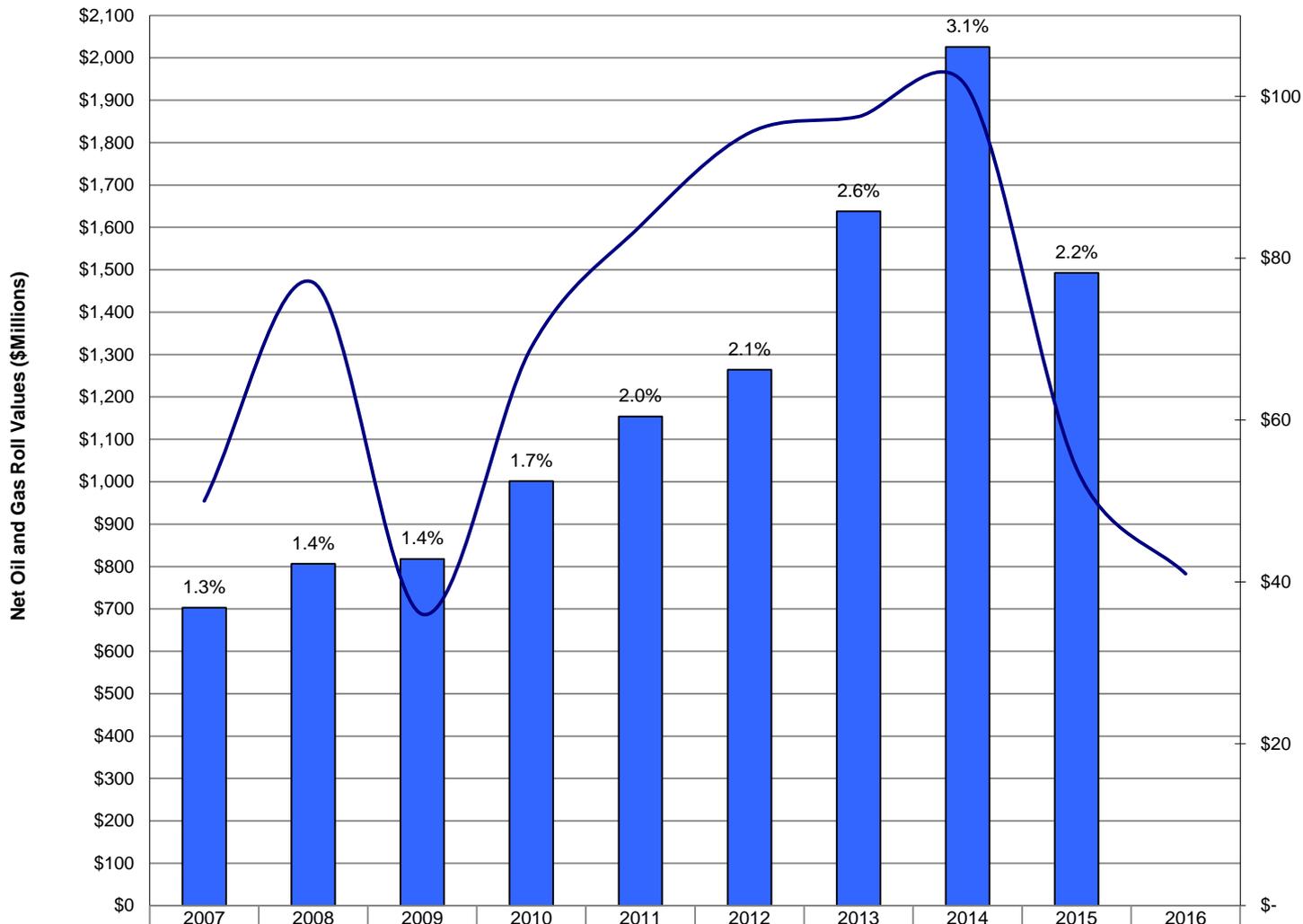
## Clerk-Recorder-Assessor



# Overarching Business Trends

- **Elections:**
  - Impact on workload from changes to legislation i.e. VoteCal and Conditional Voter Registration
- **Assessor:**
  - Impact on roll value of lower oil prices
  - Impact on workload and roll value of increased transfers, particularly S. Coast Commercial

# Net Oil and Gas Roll Values vs Oil Price per Barrel (2007-2016)



Net Oil and Gas Roll Values (\$Millions)	\$703	\$807	\$818	\$1,002	\$1,154	\$1,264	\$1,638	\$2,026	\$1,493	
Oil Price per Barrel	\$50.00	\$77.00	\$36.00	\$69.00	\$84.00	\$95.50	\$97.50	\$101.00	\$54.00	\$41.00

% represents Percentage of Total Roll Value

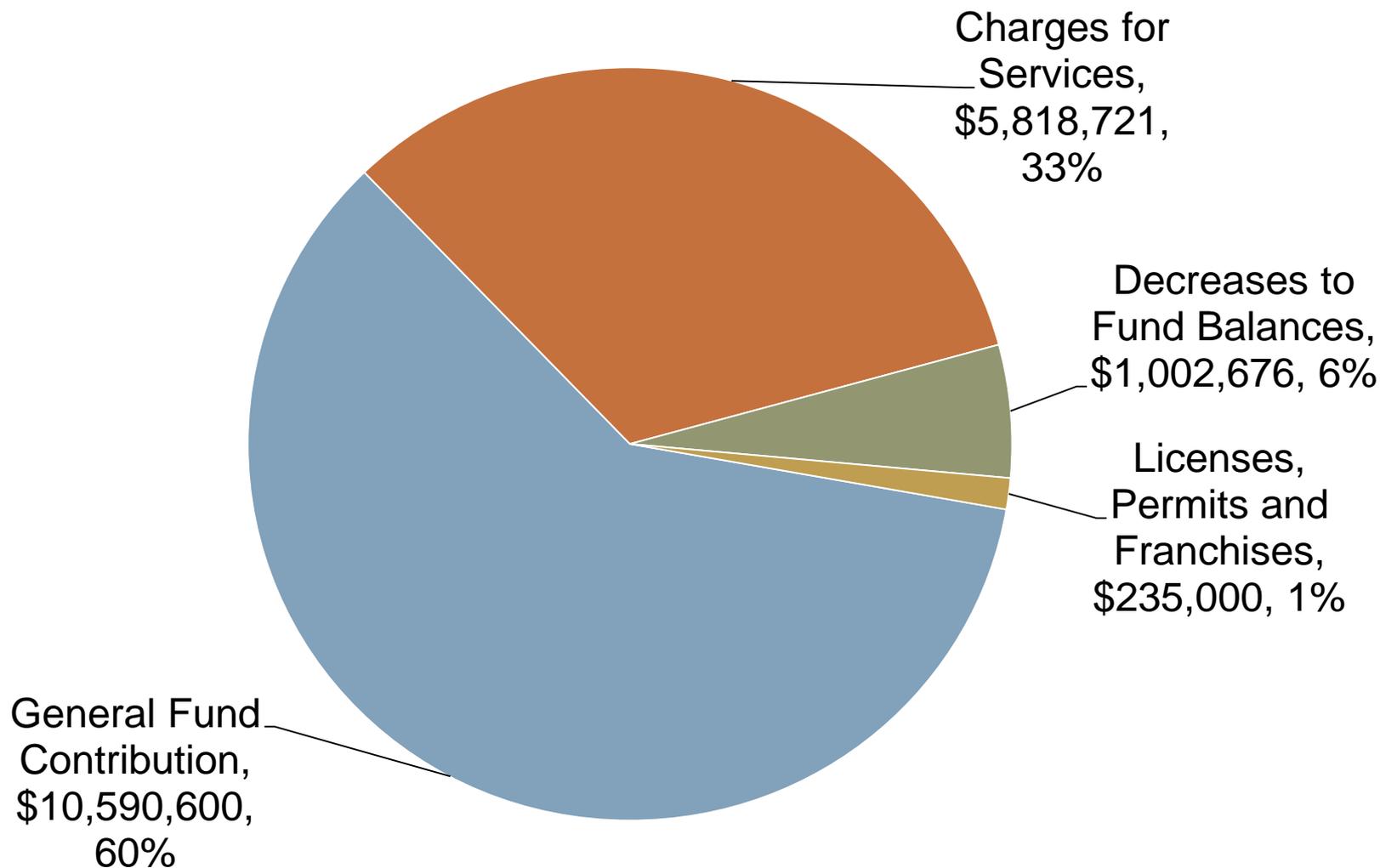
# Summary

- Operating \$16,821,295
- Capital \$125,000
- General Fund \$10,590,600
- FTE's 98.12
- Service Level Reductions \$0
- Expansion Requests:
  - \$120,000 for increase in temporary staffing costs in the Elections Division
  - 3 FTEs - \$287,776

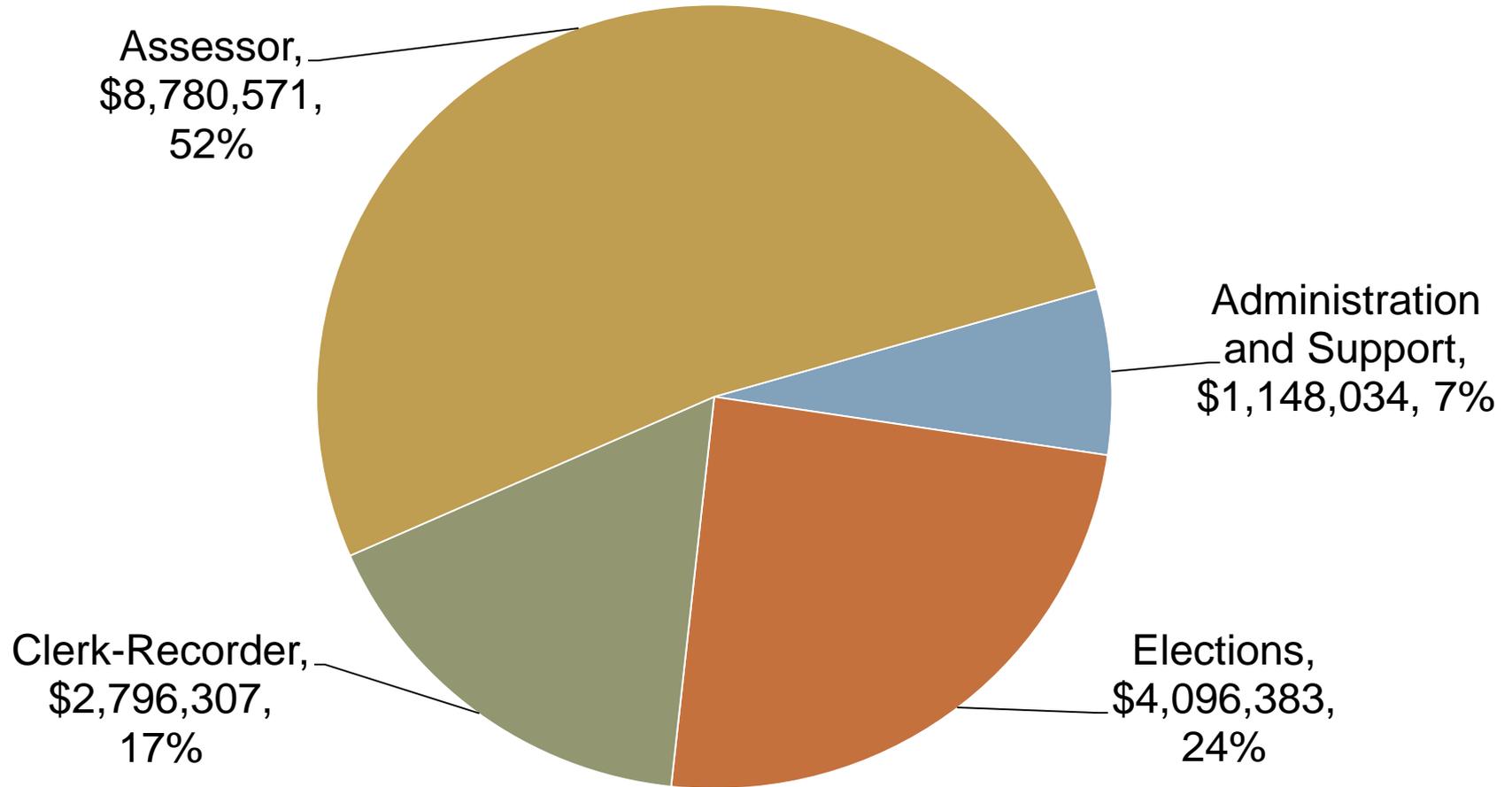
# Summary

- Major Capital Projects
- Modernization of the existing Assessor Property System (APS) which maintains and tracks all secured properties valued at \$68 billion. The incremental funding source required for the project is estimated to be \$1.5 million over the development period, which is expected to run through FY 2020-21. The Assessor currently has sufficient committed and restricted fund balances to fund the project, provided these fund balances are not utilized for other purposes.

# FY 16-17 Source of Funds

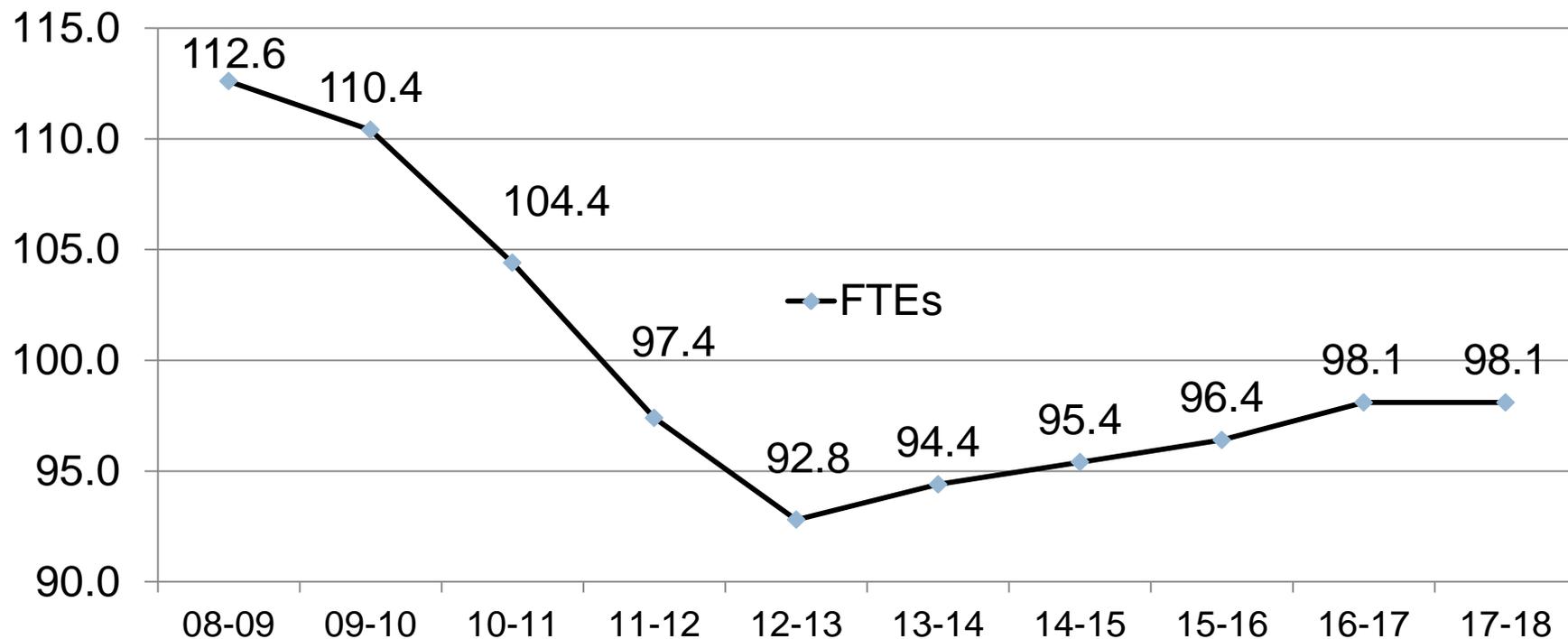


# FY 16-17 Use of Operating Funds

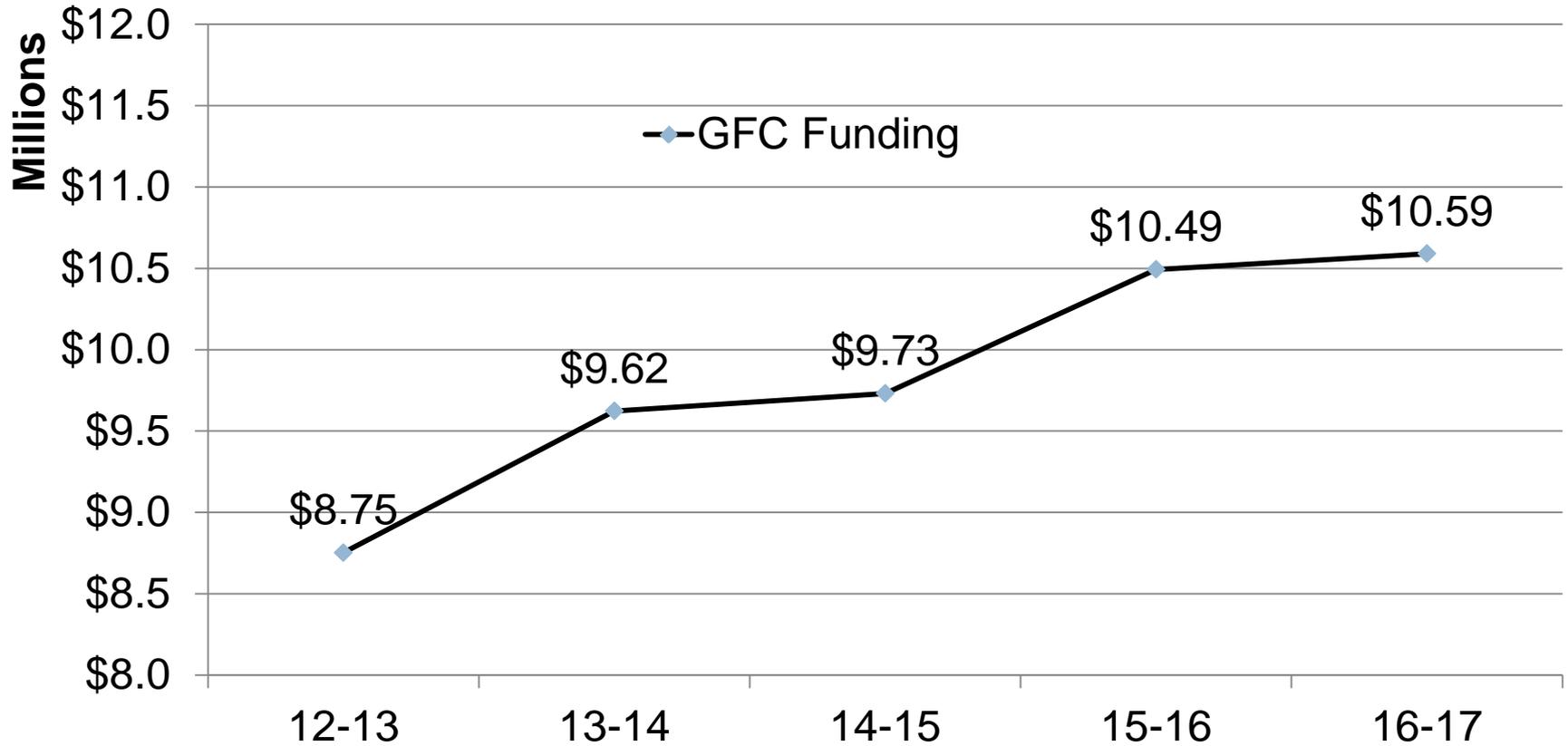


# Staffing Summary

- # FTE FY 15-16 Adopted
- # FTE FY 16-17 Recommended; FY 17-18 Proposed



# GFC 5 Year Summary



# FY 2015-16 Anticipated Accomplishments

- **Elections Program**

- Will conduct the Presidential Primary Election to be held on June 7, 2016.
- Implemented VoteCal, a statewide voter registration database, two months earlier than anticipated.

- **Assessor Program**

- Will complete 97% of all secured and unsecured assessment work items by close of the annual tax roll (July 1) to create the assessment roll, which becomes the base upon which local property taxes are levied, collected and distributed to the cities, County and special districts to fund government services.

- **Clerk-Recorder Program**

- Will record approximately 77,500 official documents and index 100% of the documents the same day.
- Began to index additional trustor names on Substitution of Trustee documents to provide better customer service and more transparency for the records.

# FY 2016-18 Objectives

## Elections

- **Elections:** Conduct the 2016 Presidential General Election, 2018 Direct Primary Election and any local elections requested by local agencies.
- **Conditional Voter Registration:** Establish efficient processes and procedures for the implementation of Conditional Voter Registration.
- **Vote Tabulation System:** Continue to research a new vote tabulation system with a goal to acquire and implement by 2017.

# FY 2016-18 Objectives

## Clerk-Recorder

- **Recording:** Record and index all documents the same business day.
- **Indexing:** Standardize Indexing practices with other counties, create a new training manual, and provide training for the staff.
- **Automation:** Continue converting birth certificates that currently reside on microfilm and paper books to electronic documents, which will decrease the wait time for customers requesting birth records from the 1960's.
- **Redaction:** Complete the mandated redaction of all Social Security Numbers in official records recorded back to 1980.

# FY 2016-18 Objectives

## Assessor

- **Roll Close:** Complete 97% of all secured and unsecured assessment work items by close of the annual tax roll (July 1).
- **Assessment Appeals:** Perform timely resolution of assessment appeals within the statutory timeframe while adequately defending the disputed roll value at risk.
- **New APS System:** Continue analyzing the requirements to modernize the Assessor Property System.

# Performance Measures

## Elections

Description	2013-14 Actual	2014-15 Actual	2015-16 Est.Act.	2016-17 Rec.	2017-18 Prop.
Number of voter registration transactions (adds, deletes, and changes) processed for the Fiscal Year	93,773	101,697	98,000	150,000	95,000
Number of Federal, State and Local Elections conducted in the Fiscal Year	2	3	2	2	1
Percentage and number of Permanent Vote By Mail Voters	57% 110,990	58% 113,449	60% 116,000	57% 118,000	60% 118,000
Percentage and number of registered voters that voted in statewide elections for the Fiscal Year	38% 73,136	58% 114,106	50% 98,520	80% 163,200	38% 73,000

# Performance Measures (Cont.)

## Clerk-Recorder

Description	2013-14 Actual	2014-15 Actual	2015-16 Est.Act.	2016-17 Rec.	2017-18 Prop.
Percentage and number of official documents recorded and indexed the same business day	100% 78,793	100% 78,339	100% 77,500	100% 75,000	100% 75,000
Percent and number of documents recorded electronically (E-Recorded)	28% 22,494	30% 23,399	30% 23,000	30% 23,000	30% 23,000
Number of marriage licenses issued	3,942	3,777	3,800	3,800	3,800

# Performance Measures (Cont.)

## Assessor

Description	2013-14 Actual	2014-15 Actual	2015-16 Est.Act.	2016-17 Rec.	2017-18 Prop.
Percentage and number of required property tax assessments completed by July 1 <sup>st</sup> each year to provide basis for tax distribution to all property tax receiving entities	96%	98%	97%	97%	97%
Retention rate and retained value of property under appeal	83% \$2.2B	88% \$1.9B	95% \$1.0B	94% Unknown	90% Unknown

# Service Level Reductions

NONE

# Key Challenges and Emerging Issues

- Funding for Systems/Equipment Upgrades and Replacements (APS/Voting Equipment) – impacted by availability of reserves and/or grants
  - Acquisition of a new Elections Vote Tabulation System - \$2,500,000 in FY 2017-18 partially funded with reserves
  - Other election systems acquisitions to support VoteCal & Conditional Voter Registration– \$285,000 in FY 2017-18 fully funded with reserves
- Staffing Challenges particularly in the Assessor and Elections Divisions

# Budget Enhancement Requests

- \$120,000 in on-going appropriations to fund the increase in the number of temporary staff positions needed to support the increase in voter registration activity associated with VoteCal.
- 3 FTEs - \$287,776
  - 2 Appraisers (\$177,804) within Assessor Program: Will assist with property appraisals and timely development of the County's annual property tax roll.
  - 1 Mapping/GIS Analyst (\$109,972) within Assessor & Elections Programs: Will support mapping/GIS functions to support increased workload and create better service delivery.

# Summary

- Technological Changes – The need to keep up with current technology (APS/Election Systems Upgrade)
- Impact on workload from changes to legislation i.e. VoteCal and Conditional Voter Registration