

Clerk-Recorder-Assessor

Joseph E. Holland

County Clerk-Recorder-Assessor and Registrar of Voters

Administration & Support

Elections

Clerk-Recorder

Assessor



FY 2020-21

BUDGET WORKSHOPS

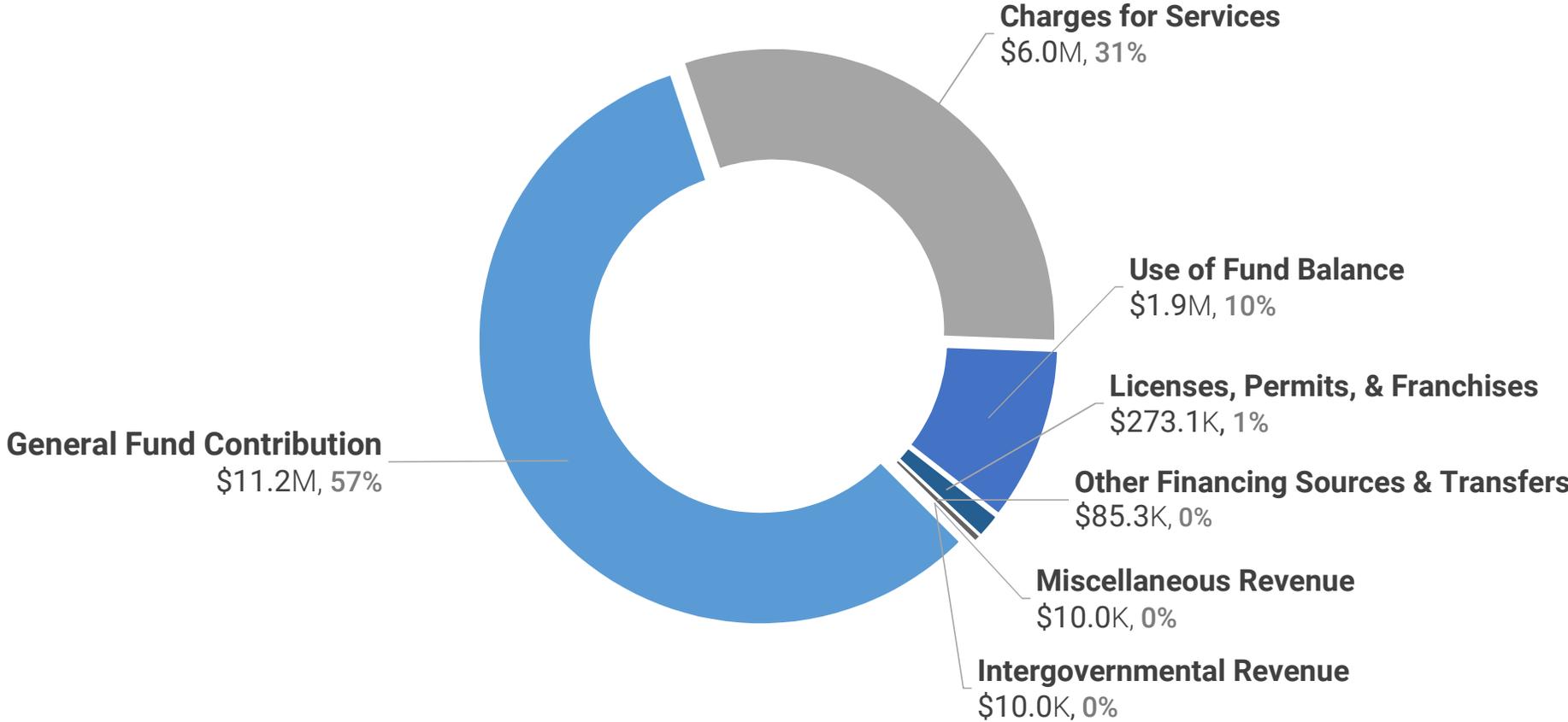
Key Challenges & Emerging Issues

- Staffing challenges in both the Assessor and Elections Divisions
- 2021 Census redistricting
- Legislative changes impacting elections
- Split roll initiative (on November 2020 election ballot)
- Conditional Voter Registration at the polls
- **COVID-19 Key Challenges and Emerging Issues**
 - Elections - Preparing for the possibility of going all Vote-By-Mail for November 3, 2020 Presidential General Election
 - Clerk-Recorder - Short-term revenue increases driven by uptick in recordings due to lower interest rates, but if the housing market turns we expect a decrease in recording revenue and a significant reduction in Documentary Transfer Tax
 - Assessor - Potential for reductions in Property Tax Admin Fee and Supplemental Tax Admin Fee revenues

Budget Summary

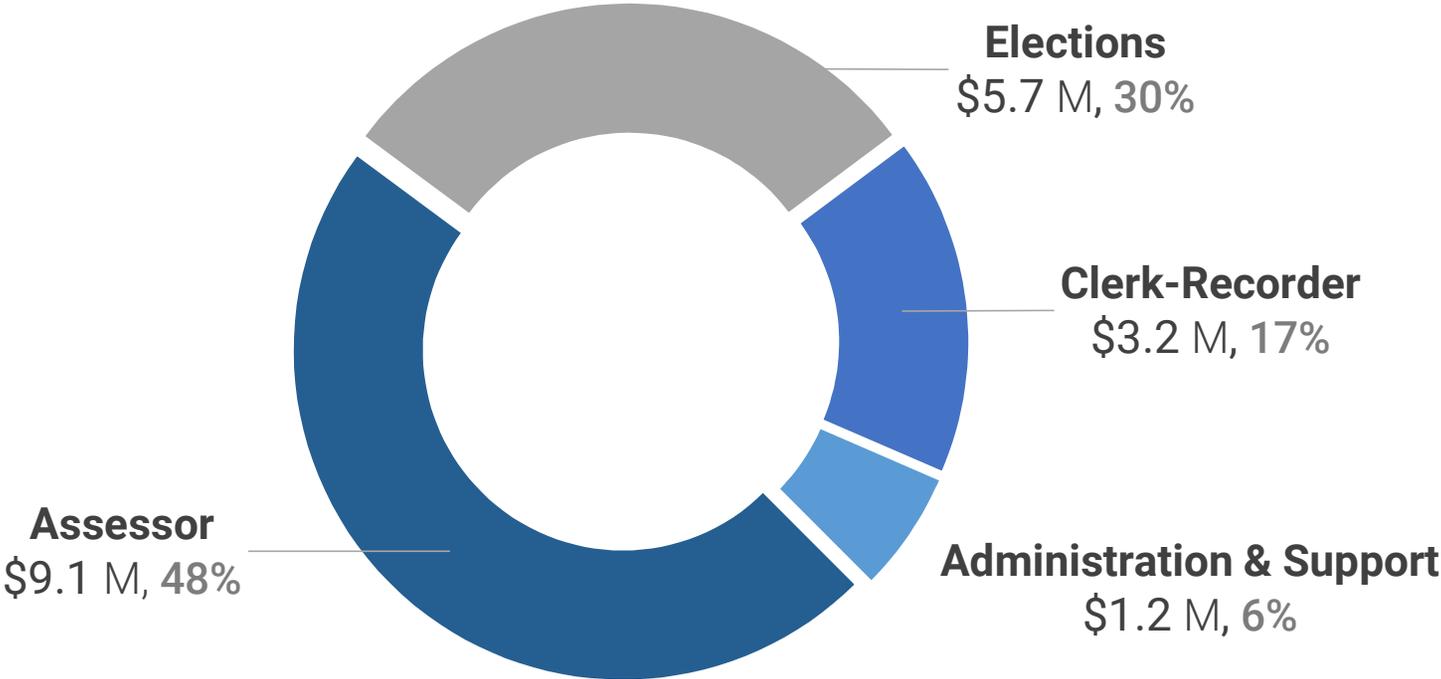
Operating Budget	\$ 19,196,400
Use of One-Time for Ongoing Operations	\$ 114,100
Capital Budget	\$ 125,000
General Fund Contribution	\$ 11,198,300
Full-Time Equivalents	102.5
Service Level Reductions	\$ 0
Restoration Requests	\$ 0
Expansion Requests	\$ 114,100

Source of Funds

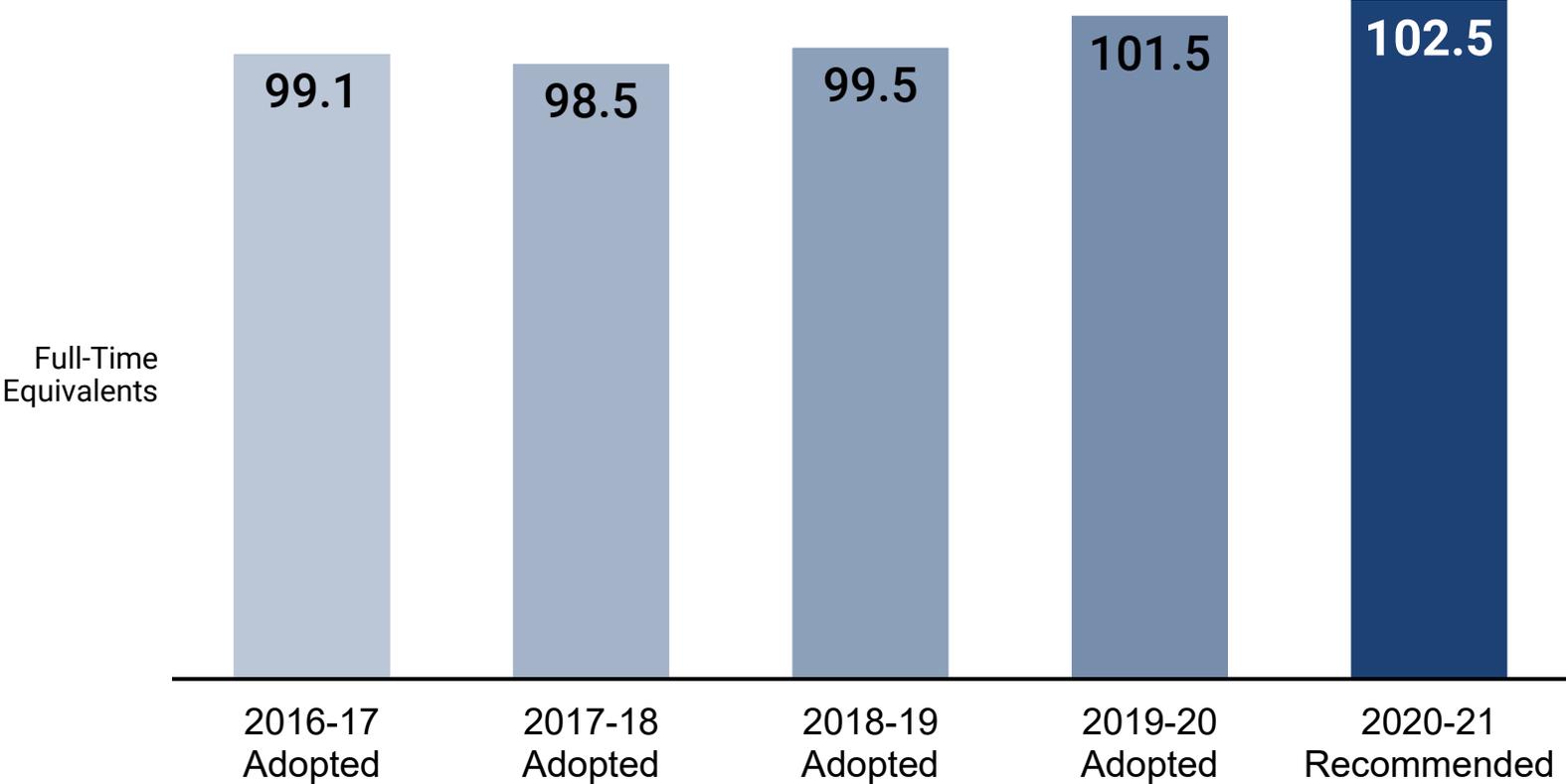


Use of Operating Funds

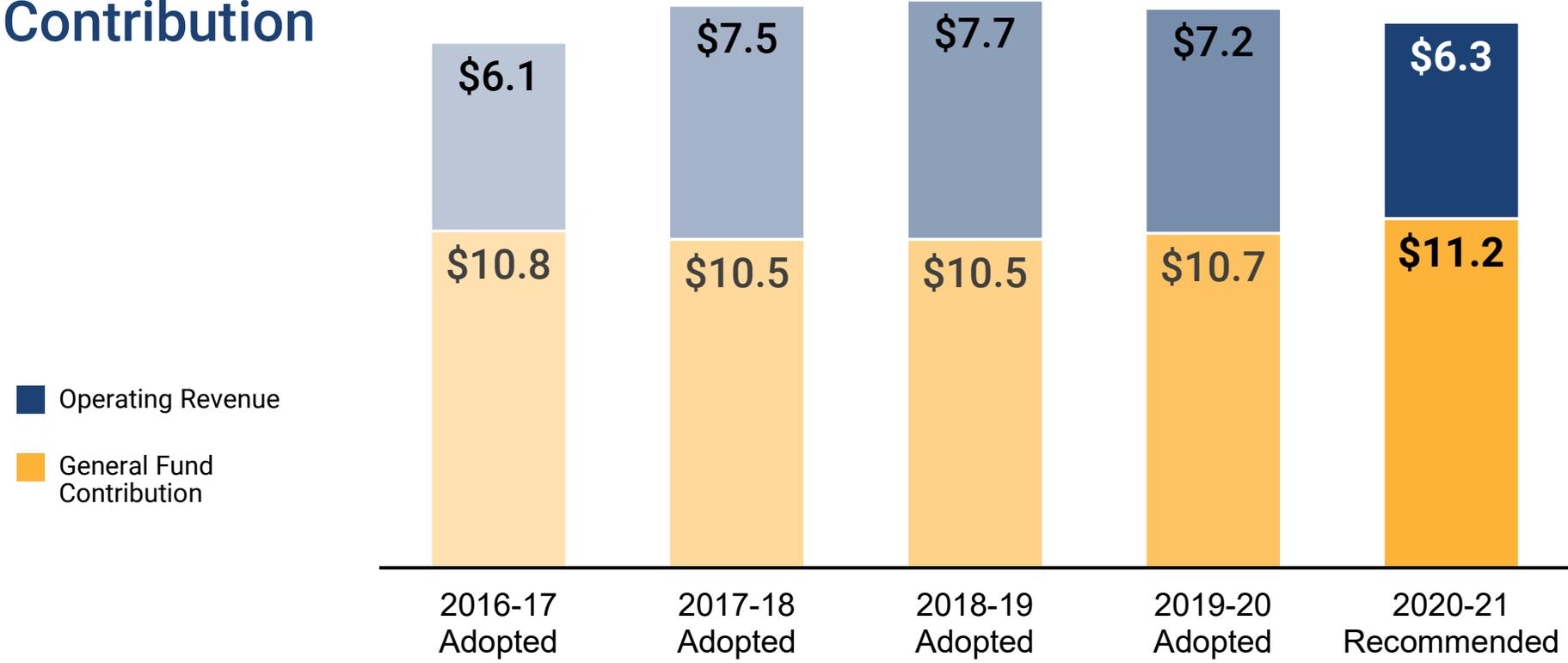
By Budget Program



Staffing Summary



Operating Revenue & General Fund Contribution



FY 2019-20 Anticipated Accomplishments

- Conducted the SBCERS Retirement Board Election and a Special Vacancy Election for the SBCERS Retirement Board, the 2020 Presidential Primary Election, and the San Antonio Basin Water District Formation Election.
- Acquired and implemented a new vote tabulation system. 
- Implemented the new Eagle Recorder recording system which will replace the current recording and cashiering system. 
- Anticipate reviewing roughly 8,700 parcels subject to Proposition 8/Section 51 of the Revenue and Taxation Code, which require property values to be enrolled at the lesser of factored base value or market value as of the January 1st tax lien date, by June 30th as part of the assessment roll.

 Renew '22
Departmental Initiative

FY 2020-21 Objectives

◆ Renew '22
Departmental Initiative

- Conduct the Presidential General Election (November 3, 2020).
- Conduct cost analysis and time studies for each Clerk-Recorder service to determine if new fees are required due to procedural changes stemming from the implementation of Eagle Recorder.
- Continue updating and modernizing the Assessor Property System by completing Phase 3: Maps Module and identifying any new enhancements or features that would be beneficial to the system and plan for incorporating them should they be deemed feasible and cost effective. ◆

RENEW '22 | Big Picture Goals

RE-DESIGN

- Elections seeking to move all fee services—excluding candidate filing—to an online system
 - Elections provides access to an online voter information self-lookup
 - Clerk-Recorder's move to Eagle Recorder enables applications and other request forms to be made available online
 - Clerk-Recorder is looking to replace paper forms using kiosks or the web
 - Assessor looking to create an online exemption filing process
 - Assessor looking to create an online filing process for annual possessory interest reporting
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RE-BALANCE

- Clerk-Recorder's move to Eagle Recorder will dramatically increase automation functionality resulting in staffing efficiencies within the Division in addition to savings on annual system maintenance costs
 - Assessor is implementing an auto scanning feature integrated with their document management system eliminating manual scanning by staff
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RENEW '22 | Big Picture Goals

RESPOND

- Clerk-Recorder will create customer feedback forms and make them available online as well as at the Santa Barbara and Santa Maria offices

RETAIN

- The Department generally looks to promote from within and utilizes an internal leadership development program
- An Assessor Division Manager is participating in the 2020 Leadership Certificate Program
- The Department offers the opportunity for upward mobility within Divisions as well as transfers between Divisions and throughout the County providing staff with a variety of pathways for career development
- The Assessor and Elections Divisions offer paid continuing education providing staff with resources to enhance and diversify their skillsets

Performance Measures

Description	2017-18 Actual	2018-19 Actual	2019-20 Est. Actual	2020-21 Recommended
Number of voter registration transactions processed in fiscal year	90,942	128,422	120,000	120,000
Total voter registration in the scheduled statewide election	206,110	217,417	226,923	265,000
Percentage and number of permanent Vote-By-Mail voters	66% 135,511 / 206,110	68% 146,871 / 217,417	73% 166,357 / 226,923	70% 185,500 / 265,000
Total turnout in the scheduled statewide election*	45% 92,919 / 206,110	73% 157,697 / 217,417	55% 125,000 / 226,923	83% 219,950 / 265,000
Poll turnout as a percentage of total votes in the scheduled statewide election	25% 22,978 / 92,919	29% 45,035 / 157,697	32% 39,168 / 122,400	40% 87,890 / 219,950

***2015-16 Actual** - 59% (118,974 / 201,865); **2016-17 Actual** - 82% (182,264 / 222,983)

Performance Measures

Description	2017-18 Actual	2018-19 Actual	2019-20 Est. Actual	2020-21 Recommended
Percentage and number of official documents recorded and indexed the same day	100% 71,160	100% 64,024	100% 82,000	100% 83,000
Percentage and number of official documents recorded electronically	34% 24,441	36% 23,045	50% 41,000	60% 50,000
Number of marriage licenses issued	3,673	3,546	3,691	3,800
Total parcels subject to Prop 8/Section 51 of the R&T Code	12,068	9,664	8,700	8,300
Retention rate and retained value of property under appeal	96% \$2.52 Billion	80% \$3.13 Billion	85% \$1.5 Billion	85% Unknown

Service Level Reductions

NONE

Expansion Requests

Description	FTE(s)	GFC Amount	Non-GFC Amount
Information Systems Succession Planning	1.0	\$ 114,100*	\$

* On-going Funding

Summary

- Elections acquired and installed a new vote tabulation system that was used for the March 3, 2020 Presidential Primary Election
- Clerk-Recorder's document recording volume trending higher than anticipated in FY 2019-20 mostly due to the recent series of interest rate cuts
- Staffing and potential voter-driven legislative changes present challenges for the Assessor Division, creating the potential for backlog in property assessments

“ The best way to find yourself is to lose yourself in the service of others.

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Mahatma Gandhi



FY 2020-21
BUDGET WORKSHOPS