

Summary

All Assessor-Recorder Budgets

Steve J. Bestolarides, Assessor-Recorder-County Clerk

	2017-2018 Actual	2018-2019 Adjusted	2019-2020 Requested	2019-2020 Recommended	Increase/ (Decrease)
Expenditures					
Salaries & Benefits	\$9,852,291	\$10,906,999	\$11,751,173	\$11,751,173	\$844,174
Services & Supplies	1,220,077	2,506,273	2,596,547	2,596,547	90,274
Centrally-Budgeted Expenses	1,409,237	1,351,731	2,625,869	2,625,869	1,274,138
Other Charges & Uses	10,437	10,437	10,437	10,437	0
Fixed Assets	0	112,000	0	0	(112,000)
Operating Transfers Out	499,068	914,000	1,268,500	1,268,500	354,500
Total Expenditures	\$12,991,110	\$15,801,440	\$18,252,526	\$18,252,526	\$2,451,086
Expenditure Reimbursements	(288,850)	(261,750)	(261,750)	(261,750)	0
Total Appropriations	\$12,702,260	\$15,539,690	\$17,990,776	\$17,990,776	\$2,451,086
Earned Revenues By Source					
Licenses/Permits/Franchises	\$2,723	\$4,000	\$4,000	\$4,000	\$0
Interest/Rents	63,939	20,000	75,000	75,000	55,000
Charges For Services	6,400,449	6,210,410	6,092,910	6,092,910	(117,500)
Miscellaneous Revenues	9,883	9,000	9,000	9,000	0
Operating Transfers In	914,199	2,568,823	2,974,400	2,974,400	405,577
Total Revenues	\$7,391,193	\$8,812,233	\$9,155,310	\$9,155,310	\$343,077
Net County Cost	\$5,311,067	\$6,727,457	\$8,835,466	\$8,835,466	\$2,108,009
Staffing					
Allocated Positions	104.0	105.0	109.0	109.0	4.0
Temporary (Full-Time Equivalent)	1.3	1.3	1.6	1.6	0.3
Total Staffing	105.3	106.3	110.6	110.6	4.3

This is a summary of the budgets administered by the Assessor-Recorder-County Clerk. These include:

- 1011000000 Assessor
- 2025900000 Recorder-County Clerk
- 2025901000 Recorder-Equipment/Automation

Board Strategic Priorities 2019-2020 through 2021-2022

The 2019-2020 recommended budget for the Assessor-Recorder-County Clerk focuses on the implementation of the Board Strategic Priorities as adopted by the Board on April 9, 2019. The Board Strategic Priorities for fiscal years 2019-

2020 through 2021-2022 are a continuation of the Board's original five key priorities established in 2015. The Board has updated and augmented the goals associated with these strategic priorities to reflect the Board's direction related to water issues, health, collaboration, and homelessness.

Ensure Fiscal Responsibility

The Assessor-Recorder-County Clerk's vision is to be a leader in service and innovation, where the public and employees are valued. Consistent with the vision statement, the Department has taken on several technology-related projects to improve efficiencies throughout the Department while diligently monitoring all revenues and expenditures throughout the year to maintain a structurally-balanced budget. The Department will continue to explore innovative opportunities and make improvements in the delivery of services.

Summary

General Government

Promote Good Governance and Increase Organizational Capabilities

During 2019-2020, the Department will implement a Succession Plan, including training of the workforce. Numerous retirements and the loss of institutional knowledge have created huge gaps in the leadership and workforce pipelines. The Department has prioritized staff development utilizing available State Board of Equalization training for entry-level staff and leadership development training for managers. In addition, the conversion of an existing storage room into a multi-purpose room that facilitates hands on computer training for up to 16 employees has enabled the Department to reduce training costs by having the capability to train on-site. The Department has begun to utilize production and efficiency metrics for its valuation model.

The Department will develop and install technologies that broaden public access to County services and information timely and efficiently. During 2017-2018, the Assessor-Recorder-County Clerk replaced its outdated property tax system with the Megabyte Property Tax System. The Department worked collaboratively with Megabyte, the County's Information Systems Division, Auditor-Controller, and Treasurer-Tax Collector to install an integrated system enhancing the delivery of services. The Department continues to develop and improve the functionality of the system.

Improve Public Safety and Enhance Overall Criminal Justice System

The Department will continue to maximize new technology that advances public accountability and employee safety

through continued collaborative efforts with the District Attorney's Office by providing the necessary information to aggressively pursue the prosecution of real estate fraud. For employee safety, in the Recorder-County Clerk's Office, a glass barrier was installed.

The recommended budget continues to fund Public Health Services with \$60,000 from the Recorder's Vital and Health Statistics Fund to support efforts to maintain and update its vital record database.

Promote Economic Development

The Department provides vital services to all the cities, special districts, and school districts; and strives to enhance transparency through greater public access through new website development. The Department is in discussion with numerous counties regarding a collaborative project to enhance desktop workflow procedures for the Megabyte Property Tax System for a pooling of resources to achieve mutually beneficial outcomes.

Stay Informed and Proactive in Dealing with Water Issues

It is vital to preserve all pertinent maps and recordings of water use since the formation of San Joaquin County. During 2019-2020, the Department will develop a plan to digitize and index all historical recorded maps and documents. The preservation of these documents is necessary as they are currently held in original form and their safety may be at risk.