

Clerk-Recorder-Assessor

The mission of the County Clerk- Recorder-Assessor is to honor the public's trust by assuring honest and open elections; recording, maintaining and preserving official and vital records; setting fair and impartial values for assessment purposes; and providing courteous and professional services at a reasonable cost.

The Clerk- Recorder-Assessor's goal is to accomplish the department's mission by continuously improving its business functions, complying with law, and blending automation solutions through process improvements and program redesign. The Clerk-Recorder-Assessor focuses on obtaining its goals efficiently and effectively through continuous monitoring of its business processes and department needs.

The Capital Improvement Program identifies the projects necessary at this time to carry out the goal of the Clerk-Recorder- Assessor in support of the department's mission. The proposed purchase of new optical scan voting machines would replace the outdated current fleet of optical scan voting machines with new generation optical scans. The new generation system has greater operating efficiencies, security enhancements, and is capable of integration with the County's ADA compliant voting system (the AutoMarks). The proposed purchase of the high speed central count system will also create greater operating efficiencies in processing the high number of absentee ballots voted in each election. Federal and State grant monies are available for these systems, however they must first pass federal and state testing and be certified by the Secretary of State in California before the systems can be purchased and implemented.

All of the proposed capital projects seek solutions that are cost effective to the County, and thus to the citizens of our county.

For more information about the department you may access our website at www.sbcassessor.com

Clerk-Recorder Climate Controlled Storage

Function: Support Services

Department: Clerk-Recorder-Assessor

StartDate: 12/1/2007

EndDate: 7/31/2009

This project is managed by General Services.

Description

This project is to upgrade an existing 2,400 metal storage building and build a new 6,000 steel building at the same site. The purpose of this project is to create temperature controlled storage area for the preservation of historical official records in the custody of the Clerk-Recorder-Assessor. Currently, these historical records are temporarily stored in an un-insulated storage building, with risk of damage from long-term environmental exposure.



Status

The project has gone through environmental review and is currently in the bid process. Construction is expected to be completed by the end of Fiscal Year 2008-09.

Net Impact on Operating Budget

Construction of a county owned building will create an asset for the County with no general fund contribution except for the annual on-going utility and maintenance costs. Construction of this building avoids the need to rent expensive lease space to accommodate our storage needs.

Estimated Project Costs

Construction Costs		Annual O & M Costs	
Preliminary	0	Utilities	39
Design	0	Maintenance	38
Acquisition	0	Personnel	0
Construction	1,111	Other	0
Other	0		
Total Cost	1,111	Total Cost	77

Source of Funds	Fund	Prior Year(s) Expense	Est Act 2008-09	Proposed 2009-10			Projected Requirements					Five Year Total	Future Years	Project Total
				Carry Forward	New Funding	Year 1 Total	Year 2 2010-11	Year 3 2011-12	Year 4 2012-13	Year 5 2013-14				
Designated - Recorder Automation/Micro	0001	197	914											1,111
Totals		197	914											1,111

Operating & Maintenance Costs for Fund 0001	Year 1 Impact:	71	71	77	77	77	77	77	379
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Absentee High Speed Central Count System

Function: Support Services

Department: Clerk-Recorder-Assessor

StartDate: 7/1/2006

EndDate: 6/30/2010

Description

This project is for the acquisition of an absentee ballot high speed central count system. Under the Voting Modernization Act of 2002 there is funding available from Proposition 41 funds for the purchase of specified voting equipment and components. The high speed central count system qualifies under the terms of funding. With the increasing numbers of absentee voters, this central count system will improve the processing efficiency of absentee votes.

The funding requires a county match of 25%.



Estimated Project Costs

Construction Costs		Annual O & M Costs	
Preliminary	0	Utilities	0
Design	0	Maintenance	0
Acquisition	150	Personnel	0
Construction	0	Other	0
Other	0		
Total Cost	150	Total Cost	0

Status

Currently, this system is in Federal testing and has not been certified by the Secretary of State in California. Purchase and implementation of the equipment is pending State certification.

Net Impact on Operating Budget

Buying this new voting system component will require a one-time 25% general fund county match. On-going operating costs are expected to decrease from efficiencies created by this system. These cost savings are expected to offset the growing costs of conducting elections.

Source of Funds	Fund	Prior Year(s) Expense	Est Act 2008-09	Proposed 2009-10			Projected Requirements					Five Year Total	Future Years	Project Total
				Carry Forward	New Funding	Year 1 Total	Year 2 2010-11	Year 3 2011-12	Year 4 2012-13	Year 5 2013-14				
General Fund	0001				38	38						38		38
Proposition 41 State Funding	0001				112	112						112		112
Totals					150	150						150		150

Operating & Maintenance Costs for Fund 0001	Year 1 Impact:						
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Integrated HAVA Compliant Voting System

Function: Support Services

Department: Clerk-Recorder-Assessor

StartDate: 3/1/2009

EndDate: 12/31/2010

Description

The precinct level optical scan voting equipment for Santa Barbara County was purchased in 1999 with an average life span of seven years. These machines are past their average life expectancy and as such are beginning to experience a higher rate of malfunctions that require higher levels of maintenance. In addition, the current system requires that additional procedures be in place in order for the current system to meet the State certification requirements. A new generation of optical scan equipment has been developed with greater operating and security enhancements. The new generation of optical scan equipment also allows for integration with our ADA compliant voting systems (AutoMarks), creating greater efficiencies in the maintenance and operation of the two systems.



Status

Currently, the new voting system is pending certification by the State. Purchase and implementation of this new system is expected to be delayed until sometime in Fiscal Year 2009-10. Federal funding is available until December 2010.

Net Impact on Operating Budget

There will be no impact on the operating budget as this one-time expenditure will be purchased with grant funds. On-going operating costs are not expected to increase as it is expected that this system will create greater operating efficiencies.

Estimated Project Costs

Construction Costs		Annual O & M Costs	
Preliminary	0	Utilities	0
Design	0	Maintenance	0
Acquisition	1,954	Personnel	0
Construction	0	Other	0
Other	0		
Total Cost	1,954	Total Cost	0

Source of Funds	Fund	Prior Year(s) Expense	Est Act 2008-09	Proposed 2009-10			Projected Requirements					Five Year Total	Future Years	Project Total
				Carry Forward	New Funding	Year 1 Total	Year 2 2010-11	Year 3 2011-12	Year 4 2012-13	Year 5 2013-14				
HAVA Federal Funding	0001				1,954	1,954						1,954		1,954
Totals					1,954	1,954						1,954		1,954

Operating & Maintenance Costs for Fund 0001	Year 1 Impact:								
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