

# EL DORADO COUNTY



# RECORDER-CLERK REGISTRAR OF VOTERS

**William E. Schultz**

**Recorder-Clerk  
Commissioner of Civil Marriages**

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**NORMA GRAY**  
Assistant Registrar of Voters

May 19, 2008

To: Rusty Dupray, Chairman,  
Board of Supervisors

From: William E Schultz  
Recorder-Clerk-Registrar of Voters

CC: Laura Gill, Chief Administrative Officer

RE: Request for Budget Transfer-Contingency Funding  
And Modernization Special Revenue 7728301 per Policy B-1

Dear Chairman Dupray and, Board members:

This budget cycle for 2007-2008 is one of the most difficult I have experienced since coming to work for the county in 1975. The economic downturn is caused by many items of influence, but, mainly the housing and real estate market has drastically impacted the Recorder-Clerk office.

As you know, the Recorder-Clerk office is required to provide many types of services to the public. While some programs such as passport application processing, are not required, we do realize revenue from the program in the amount of \$134,370.00, processing 4,479 passports for 2007. We have provided this service since I was elected in 1995, and a year or so prior to that also. The point is, we provide the service, we are in the office doing required programs and are able to accommodate this service in addition to those required programs. In addition, my office collects and distributes fees and provides services to other offices such as the Treasurer-Tax Collector, Assessor, Fish and Game plus the District Attorney and Department 15.

The Recorder-Clerk office, up until this budget year, has always managed to be a "negative" net county cost office. Even through previous difficult budget years we maintained the negative net county cost for our budget. We have used every resource at our disposal, not the least being the Trust Funds (Special Revenue) such as Micrographics, Modernization, Vital Statistics and Notary Trust (Special Revenue) funds. These funds must be managed according to state statutes and code which sometimes makes it very difficult to determine the best courses of action. For instance, we purchase most of our fixed assets and some supplies from the Micrographics Trust Fund (Special Revenue) every year. From the year 1999 to 2008 we have/will have used our Computer Trust (Modernization Special Revenue) for salaries supplies and programs to the tune of \$4,026,356.00 and the Micrographics Trust in the amount of \$1,009,502.94, for a total amount from those two trusts alone of \$5,035,858.94. This does not include the use of the Notary or Vital Statistics Trust, transfer tax, recording fees, clerk fees or any of the other fees collected on behalf of other departments and the state.

Since 1999 we have collected (not including the two major trusts) \$20,489,741.06 and last year if we had not used our trusts we would have been \$73,133.00 in the red. By the way, the \$20,489,741.06 was funds **over and above all our expenses.** In addition, 2007 was the first year **Property Transfer Tax** was not used to offset any of our expenses **as it was made Department 15 revenue and for the first time** it was not used as revenue by my department.

I am requesting a transfer from our Modernization Special Funds of \$162,000.00 along with \$300,000.00 from contingency in order to comply with the County Policy B-1.

Very truly yours,

William E. Schultz  
Recorder-Clerk-Registrar of Voters