

# Contra Costa County

Clerk-Recorder-Elections

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**Kristin B. Connelly**



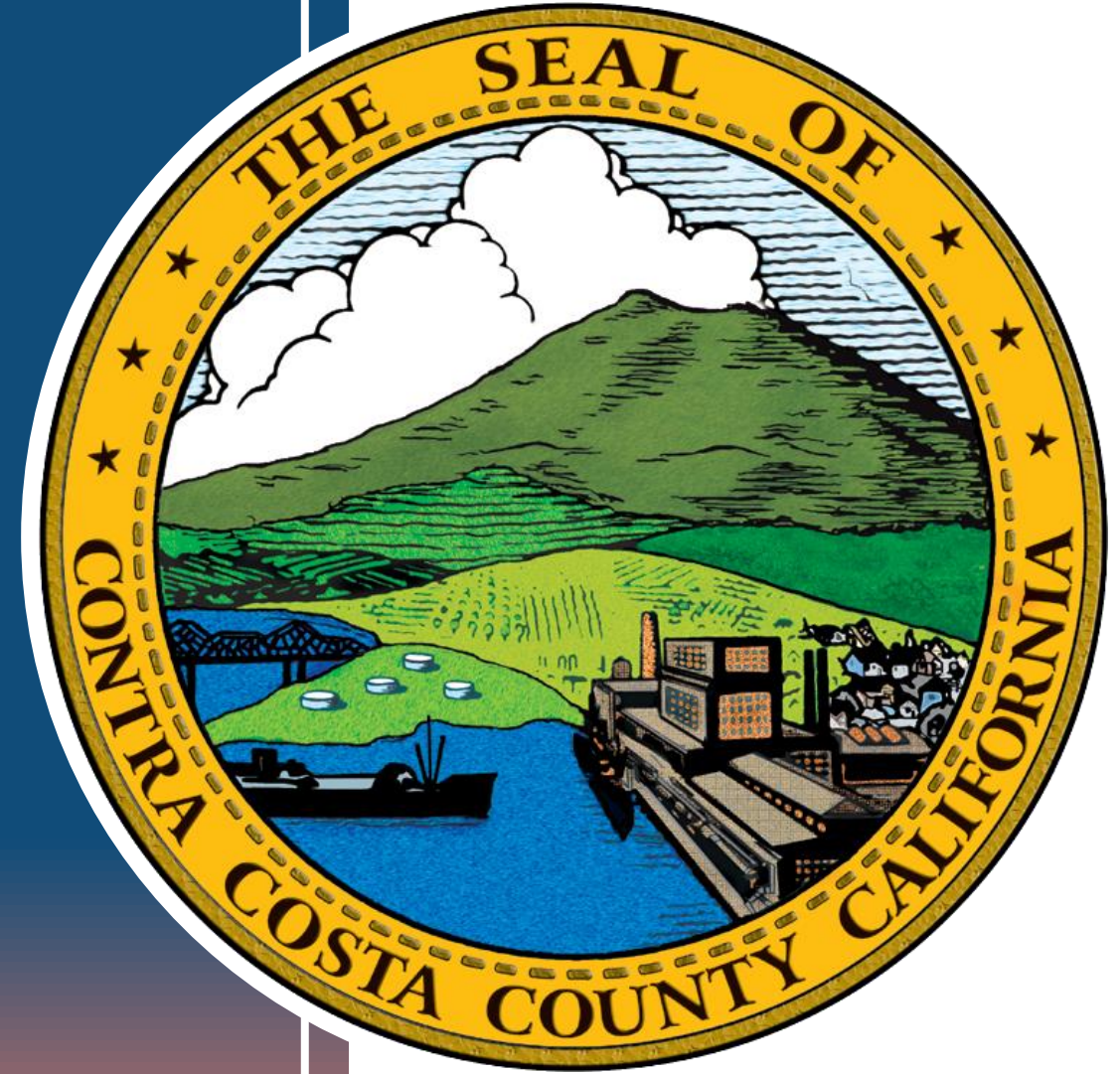
County Clerk-Recorder-Registrar



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# ELECTIONS

## Registrar of Voters



## *Primary Statutory Responsibilities Include:*

- Conduct elections in a fair, efficient, accurate, and timely manner;
- Provide services to maintain a high level of voter registration and to ensure that all eligible citizens can register to vote and are able to exercise their right to vote, according to Federal and State statutory laws and regulations;

# CLERK-RECORDER

## *Primary Statutory Responsibilities Include:*

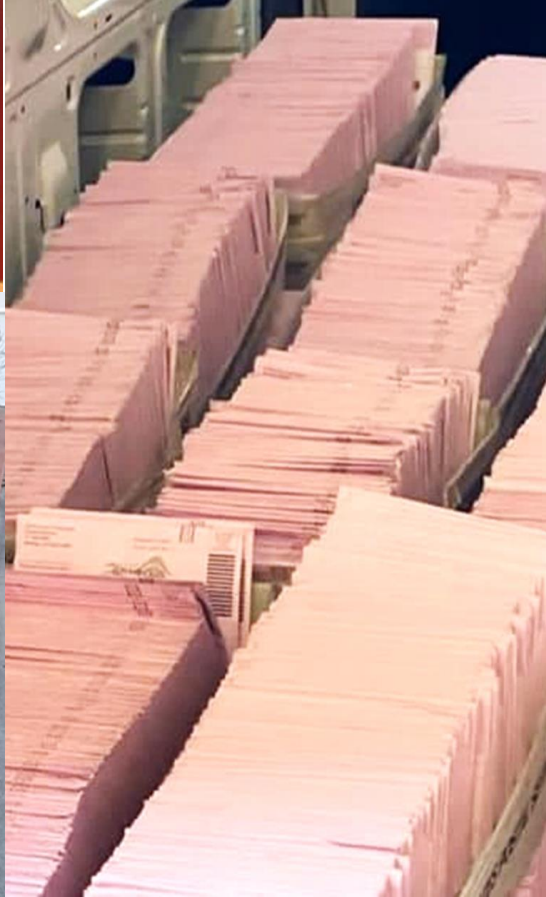


- Accurately maintain, protect, and preserve official records and indices relating to real property and vital records in Contra Costa County and provide the public with easy, convenient, and reliable access to public documents;
- Provide micrographic capability and equipment to digitize, maintain, and archive our public records.

# CLERK-RECORDER-ELECTIONS DEPARTMENT

## Budget Submission for FY 2023-2024

- The proposed budget provides for maintenance of current staffing and service levels in advance of the Presidential Primary on 3/5/2024.
- The Clerk-Recorder-Elections Department, one of the County's most diverse, is respected statewide for our work in both divisions.





## *Election Center*

*Recognizes*

*Contra Costa County, California*

*With The*

# *Democracy Award*

*For the Outstanding Professional Practice of 2022*

*Coalition of Bay Area Election Officials  
Greater Bay Area CA6*

*Presented in Denver, Colorado, August 22, 2022*

Tim Mattice  
Executive Director, Election Center

Grace Wachlarowicz  
Chair, Professional Practices Committee

# CLERK-RECORDER- ELECTIONS DEPARTMENT

## Recognized for Excellence

- The Election Division was selected as just 1 of just 16 jurisdictions nationwide to be a Center for Election Excellence.
  - The award will bring nearly \$2 million in grant revenue over the next two years.
- Contra Costa Elections also received the Democracy Award from the National Association of Election Officials for leading the 11-county Coalition of Bay Area Elections Officials ([bayareavotes.org](http://bayareavotes.org)) for collaborating to fight mis- and dis-information about elections in our shared media market.



# Clerk Recorder Equity in Services

- Published a plan to comply with AB 1466 to locate unlawful language throughout the Official Record and record Restrictive Covenant Modifications to redact this language from the record.
- Updated our wedding ceremony scripts to include all pronouns.
- In compliance with AB 218 created a process for an individual to update their gender on marriages (to provide equity among all vital records).
- Increased our extended hours to accommodate people at different hours so that the public did not have to request time off work to obtain our services.
- Lowered service window in the lobby to accommodate people with disabilities.
- Provide translation services in paper forms as well as video translators.
- Updated the website ensuring each page is ADA compliant.
- Added a QR code for access to complete vital record applications from the ease of your mobile devices.



  
**Every Second Counts!  
Come Visit Us**  
**Every First and Third Thursday  
for 2023 Winter Extended Hours**  
**Contra Costa County Clerk-Recorder**  
**On the following Thursdays 8:00am-6:30pm:**  
**January 5th and 19th**  
**February 2nd and 16th**  
**March 2nd and 16th**  
We will be providing all Clerk and Recorder Services including Marriage Licenses, Marriage Ceremonies (by appointment only), Vital Records, Document Copies, Professional Filings and Recording of Property Records  
For more information or to book an appointment, visit our website  
[www.contracostacore.us](http://www.contracostacore.us)

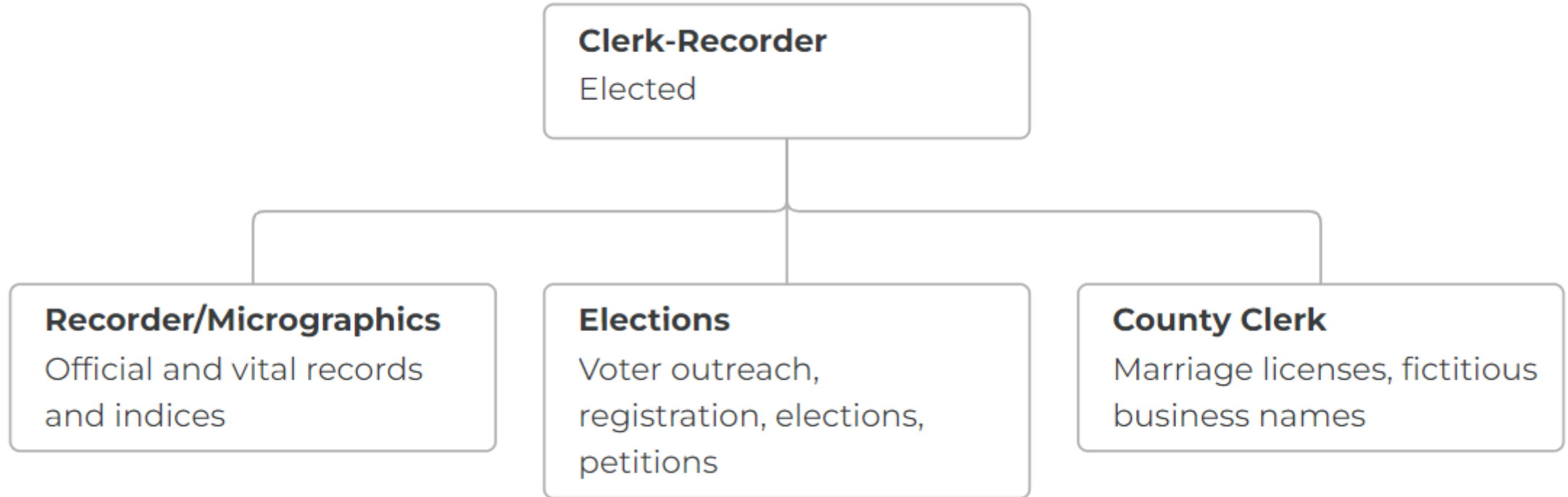
# Elections Equity in Services

- Offer ballots and all election materials in Section 203 mandated languages and a Ballot Translation Guide in 9 additional languages to all voters, not just those identified under EC 14201.
- Conduct regular accessibility surveys of all polling places to ensure ADA compliance and access.
- Updated website ensuring each page is ADA compliant.
- Offer curbside voting for voters who cannot come inside the polling place to vote.
- Added a QR code to our Voter Information Guide for ease in locating polling places or ballot drop boxes.
- Updated Candidate Guide for inclusivity of pronouns.
- Updating Poll worker Guide for inclusivity.
- Increased number of Accessible Ballot Marking Devices at polling places.
- Reworked and reorganized our phone system to provide better service to our Limited English Proficiency voters.
- Our office uses GIS Technology to identify areas of low voter registration and low turnout rates and follows through with targeted voter education and outreach efforts to increase these rates.
- Our office engages with local community-based organizations (CBOs) to amplify our messages and outreach.



# Organizational Chart

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# Budget Summary

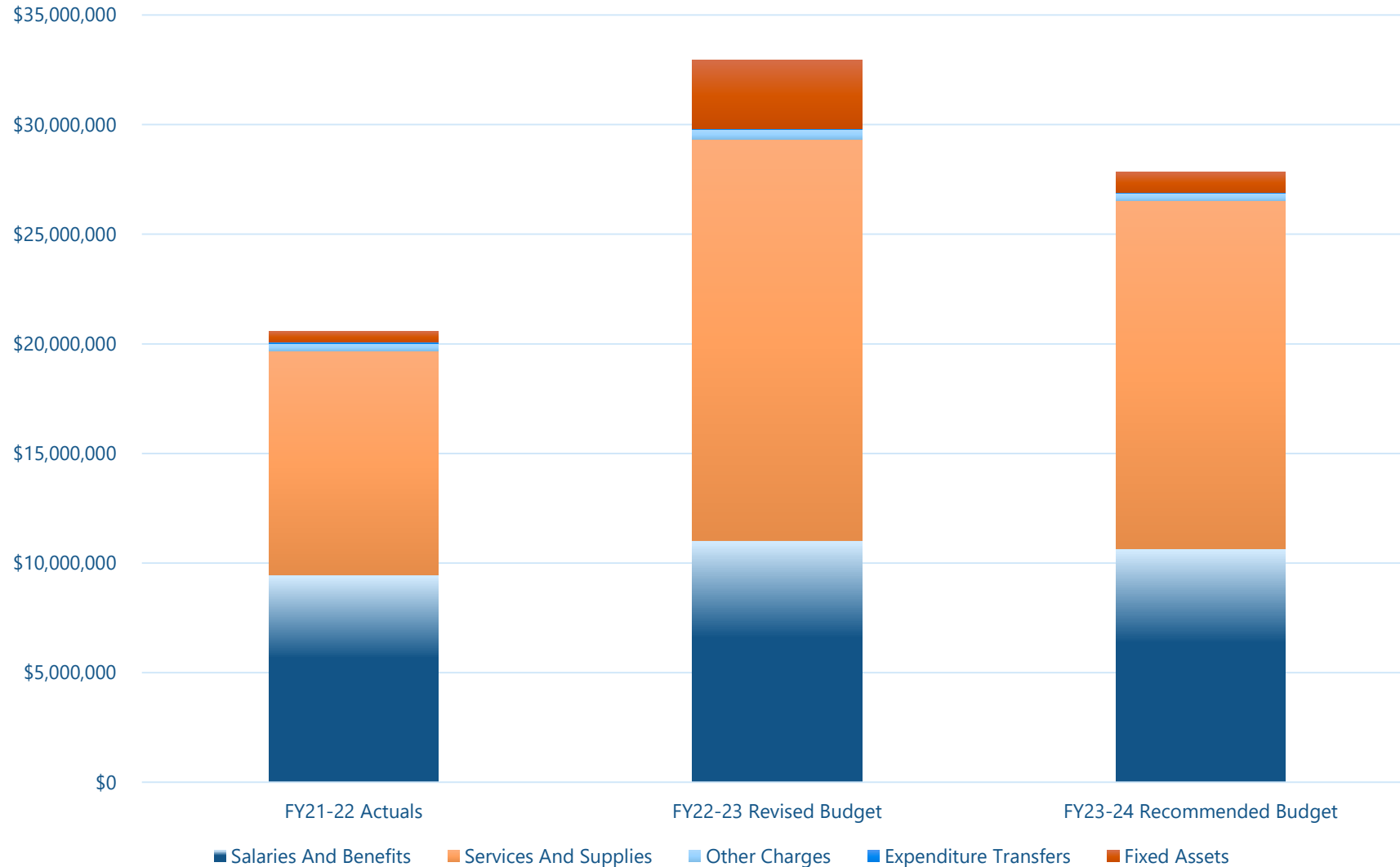
The table below shows amounts budgeted for the General Fund and Micrographic/Modernization Fund Combined.

	2021-22 Actuals	2022-23 Adopted*	2022-23 Adjusted**	2023-24 Recommended*	2023-24 Rec vs. 2022-23 Adopted
Total Expenditures	20,587,124	32,952,324	32,952,324	27,874,547	(5,077,777)
Revenues	<u>15,881,600</u>	<u>27,352,324</u>	<u>24,534,934</u>	<u>17,569,547</u>	<u>(9,782,777)</u>
General Fund Contribution	4,705,524	5,600,000	8,417,390	10,305,000	4,705,000
FTE	82.5	82.5	85.5	85.5	3.0

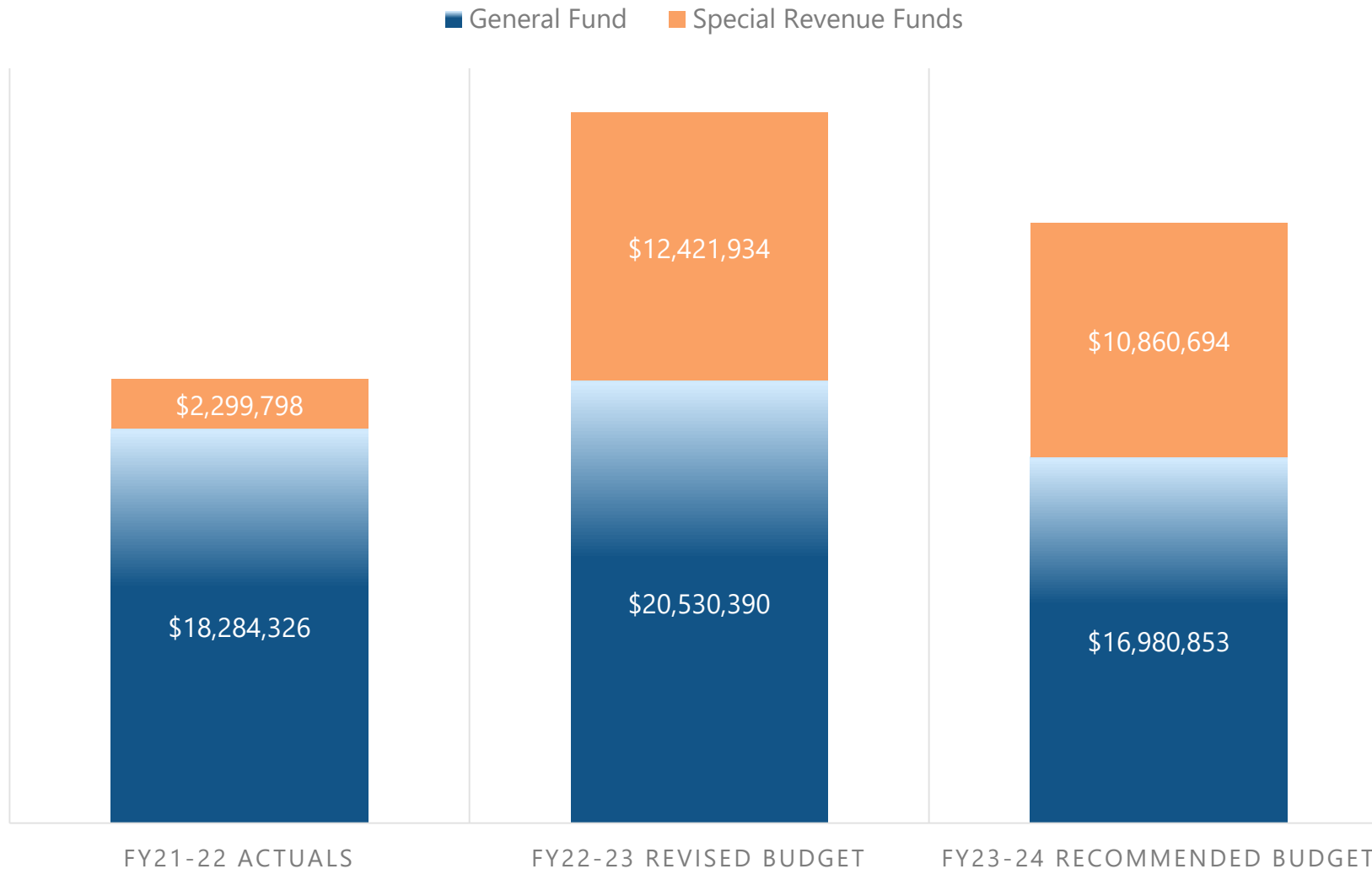
\* Excludes one-time carry-forwards for capital expenses

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# Budgeted and Historical Expenditures by Major Account



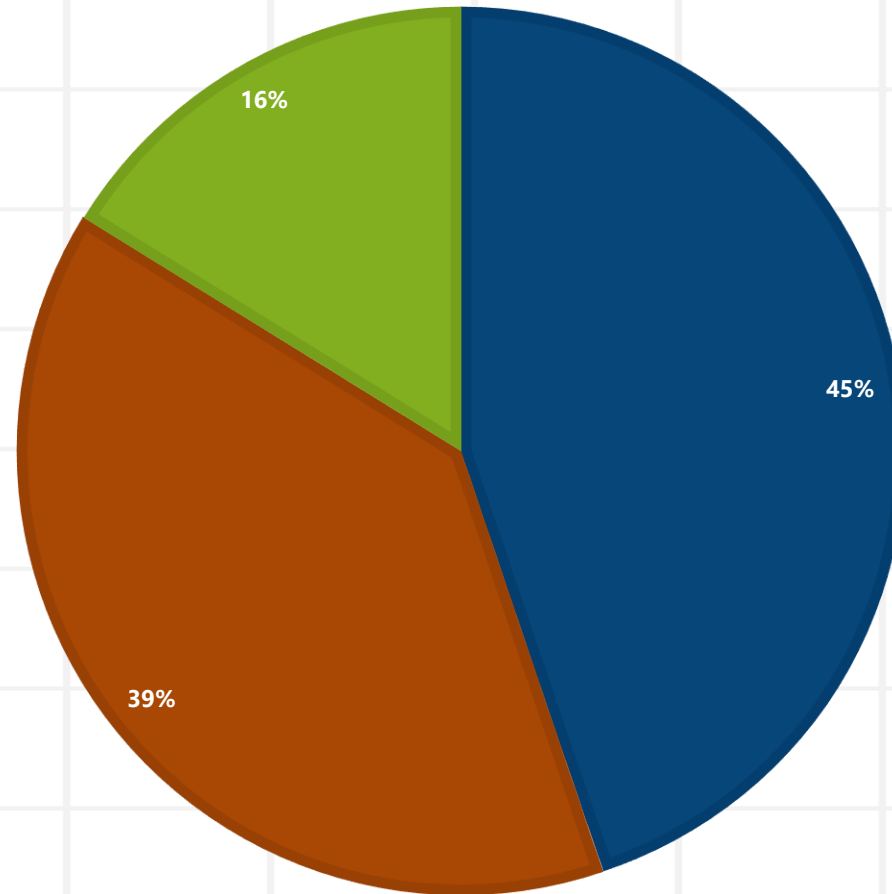
# Budgeted and Historical Expenditures by Fund



# Budgeted Expenditures By Division

## FY23-24 RECOMMENDED BUDGET

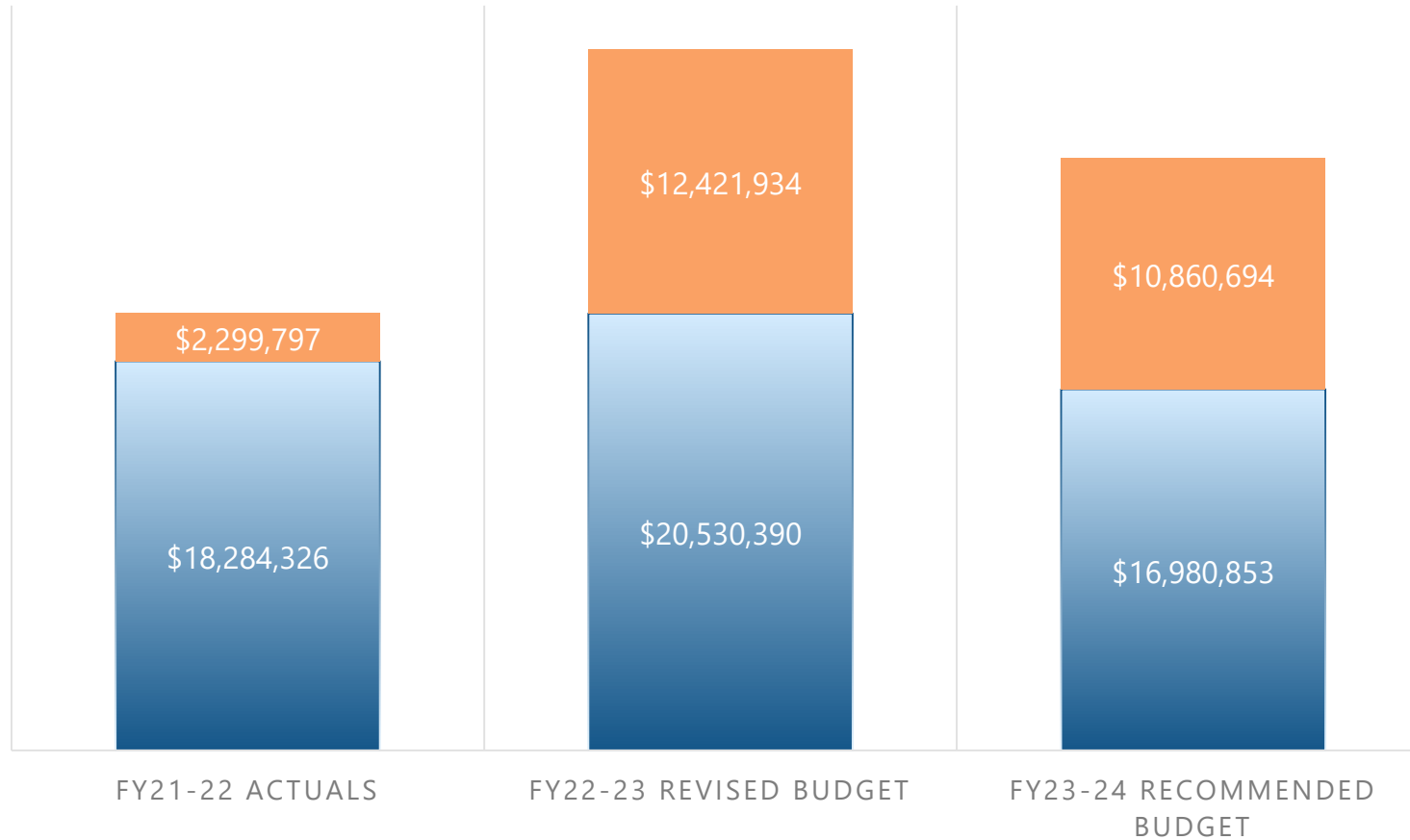
■ Elections ■ Recorder Micro/Mod ■ Recorder



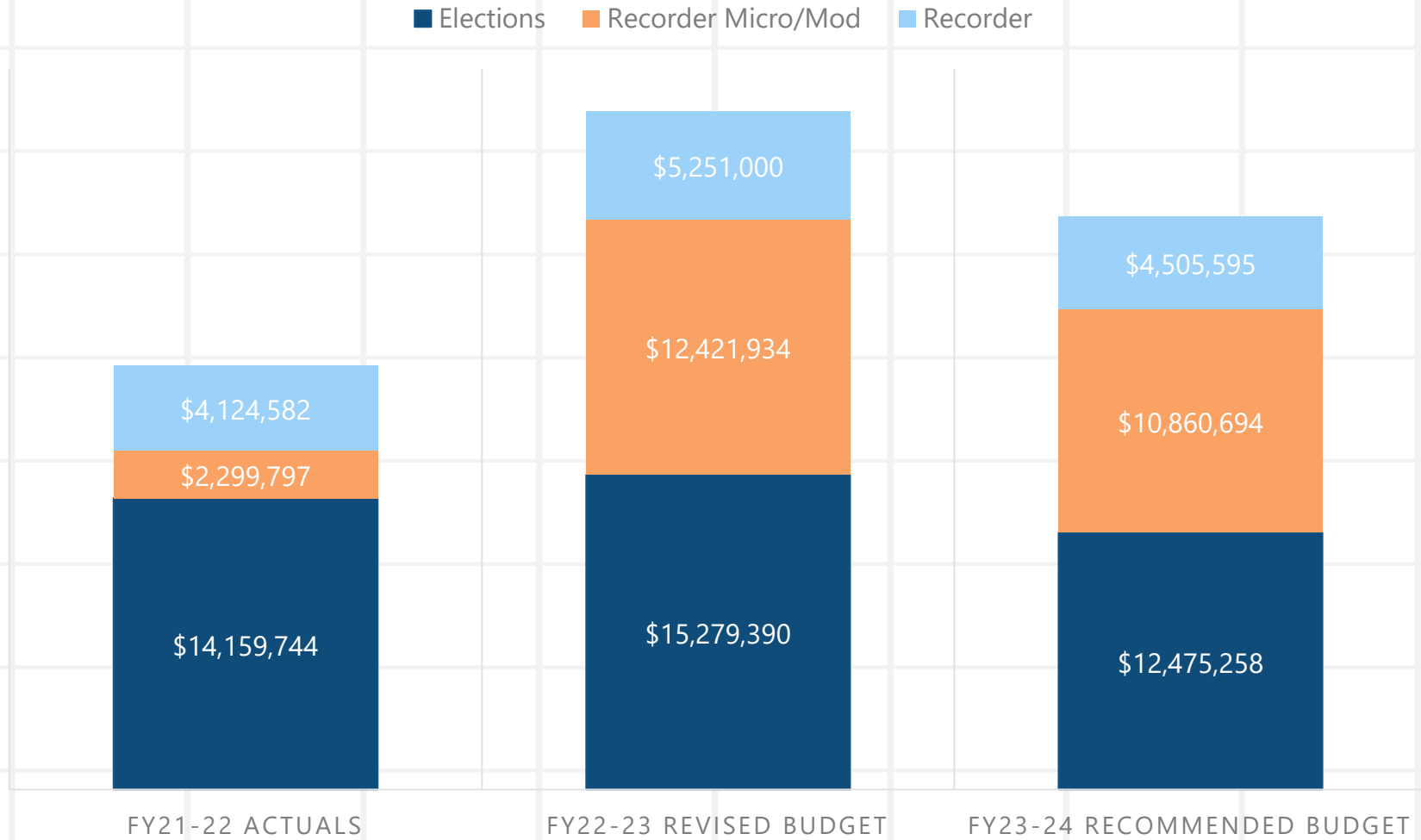
# Budgeted and Historical Revenue by Fund

## REVENUE BY FUND

■ General Fund   ■ Recorder Modernization Fund



# Budgeted and Historical Revenue by Division



# What is not included:

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## *Critical Infrastructure Needs*

### **Building Security**

- The Department must address building security and employ measures to strengthen its posture for personnel safety and security of Election and Clerk-Recorder operations

### **Election Operation Center**

- The Department must evaluate the needs of the Election Operations Center for the increased level of processing Vote By Mail Ballots and storage/deployment of precinct supplies and voting equipment to polling places.