

Lane County - Service Option Sheet - FY14-15 Proposed Budget

REVISED

SOS 5 Recording, Research, Marriage Licenses

Service Category: General Government

Dept: CAO Operations - County Clerk's Office

Mandate: None Related **SHALL**

Contact: Cheryl Betschart 682-4328

Leverage: None Some **HIGH**

Executive Summary

The County Clerk is responsible for the filing, recording and indexing of deeds and mortgages of real property, contracts, abstracts of judgments, notices of pendency, powers of attorney, liens, and other interests provided by law affecting the title of real property and in regard to the entry of satisfaction and discharge of the same, together with other documents authorized by law to be recorded. The permanent indexing of real property records provides a permanent record for determining the accurate chain of title for real property. Citizens and businesses rely daily on this information in the buying and selling of property. Court cases, property taxes, title insurance, etc. also rely on access to timely and accurate real property transactions. The County Clerks issue marriage licenses according to state law; the licenses are indexed as a permanent public record. County Clerks also register and index Certificates of Registered Domestic Partnerships. Marriages may be solemnized within the county by the county clerk or the clerk's deputies.

Service Level Descriptions (Read from bottom up. Level 1 = minimum viable service level.)

	Other Funds	Expense Total	General Fund	FTE
Proposed Budget Total	\$1,483,250	\$552,796	(\$930,454)	3.65
Service Reduction (Eliminates Level 2 request)	\$0	(\$48,142)	(\$48,142)	-1.00

Elimination of 1.0 FTE due to reduction in recording revenue & documents. Note: This position was an ADD during the FY 13-14 proposed budget process.

Level 2:	\$0	\$48,142	\$48,142	1.00
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Failing to approve this service level will result in the following operational impacts: 1) Increased wait time for customers in line (to record a document, obtain a marriage license, or purchase Stevens-Ness legal forms). 2) Increased difficulty for customers to find indexed documents as the verification of documents to insure accuracy would not be timely. 3) Jeopardize the integrity of key election tasks where full time staff are required to insure work is completed according to laws and exact procedures (statewide November 2014 general election and countywide May 2015 district election). Key election tasks include ballot reception, signature verification, ballot opening/pre-inspection, and running the high-speed ballot sorter machine. 4) Delay in processing voter registration leading to electors not receiving their ballot with sufficient lead time to meet statutory timelines.

Level 1: Threshold - reductions to this level result in elimination of service	\$1,483,250	\$552,796	(\$930,454)	3.65
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Program provides recording and indexing of real property recordings within Lane County. Provides a marriage license or declaration of domestic partnership.

State/Federal Mandate

The County Clerk shall perform all the duties in regard to the recording and indexing of all documents required or permitted to be recorded that affect the title of real property. Failure to meet those requirements would result in litigation as Lane County Clerk has the sole responsibility to perform this function on behalf of its citizens. All transfers of real property shall become a permanent record. ORS 205.130. All persons wishing to enter into a marriage contract shall obtain a marriage license from the county clerk ORS 106.041. The county clerk shall maintain records relating to marriages licensed in the county ORS 106.100. The county clerk shall register Declaration of Domestic Partnerships in a domestic partnership registry within the county ORS Chapter 106, effective January 1, 2008.

Leverage Details

The General Fund portion of this program leverages the following:

\$930,454	back to the Discretionary General Fund
\$0	into other non discretionary County Funds
\$0	directly to community members via service provided

For the purpose of this comparison, only include leveraged funds that are dependent on General Fund revenue. Do not include funds that would still be leveraged if the General Fund portion of the service were decreased or eliminated.

Additional Detail