

SANTA BARBARA COUNTY BOARD AGENDA LETTER



Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Agenda Number:
Prepared on: 3/17/05
Department Name: Clerk-Recorder-Assessor
Department No.: 062
Agenda Date: 4/4/05
Placement: Administrative
Estimate Time: 45 minutes on 5/24/05
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors

FROM: Joseph E. Holland
Clerk, Recorder and Assessor

STAFF CONTACT: Jim McClure
568-2574

SUBJECT: Set Hearing for Clerk, Recorder and Assessor Departmental Operations Presentation

Recommendation(s):

That the Board of Supervisors:
Set a hearing for May 24, 2005 to receive a presentation on Departmental Operations from the Clerk, Recorder and Assessor.

Alignment with Board Strategic Plan:

The recommendation is primarily aligned with Goal No. 1, An Efficient Government Able to Anticipate and Respond Effectively to the Needs of the Community.

Executive Summary and Discussion:

During budget adoption last June, the Board requested that each department make a presentation that provides an overview of its respective operations, budget, process improvements, management metrics (i.e. lost time, spans of control, overtime, etc.), management tools and other operational concerns. This board letter sets the hearing for the Clerk, Recorder and Assessors presentation on May 24, 2005.

Mandates and Service Levels:

No change in program or service levels.

Fiscal and Facilities Impacts:

None with this action.

Special Instructions:

None

Concurrence