County of Los Angeles
CHIEF EXECUTIVE OFFICE
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WILLIAM T FUJIOKA
Chief Executive Officer

Board of Supervisors
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Second District

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Third District

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Fifth District

October 7, 2008

To: Supervisor Yvonne B. Burke, Chair
Supervisor Gloria Molina
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: William T Fujioka
Chief Executive Officer

REPORT ON STUDY FOR THE EXPANSION OF REGISTRAR-RECORDER COUNTY CLERK SATELLITE OFFICES

On May 6, 2008, on the motion of Supervisor Antonovich, the Chief Executive Officer (CEO) was instructed to conduct a feasibility study for expanding Registrar-Recorder/County Clerk (RR/CC) satellite offices, targeting the North County with its growth potential and the underserved East San Gabriel Valley as possible new satellite sites. The CEO was also instructed to present these findings to the Board during the Supplemental Budget.

Our Office worked with RR/CC to identify potential sites for the new offices. RR/CC has provided our office with the estimated cost. The total estimated cost of opening satellite offices in San Gabriel Valley and Santa Clarita Valley is $1,077,000. This includes one-time start up costs of $873,000 and partial year pro-rated on-going costs of $204,000. The full on-going annual cost associated with lease, maintenance and security is $498,000. The study assumes RR/CC would utilize existing staff for the new offices, therefore, no cost is associated with staffing.

Due to the current economic conditions, especially a continuing significant decline in the real estate market, RR/CC does not have sufficient revenue resources to finance the cost of these offices and would require Net County Cost (NCC). With the current economic outlook as well as the impact of the State's budget, we do not recommend the use of NCC to open satellite offices in San Gabriel Valley and Santa Clarita Valley at this time. As the economy improves and the Department's revenue stabilizes, we can reassess the feasibility and can recommend the Board for consideration at that time.

If you have any questions, please contact Ellen Sandt at (213) 974-1186 or your staff may contact James Yun at (213)893-2072.

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