

Social Security Number Truncation

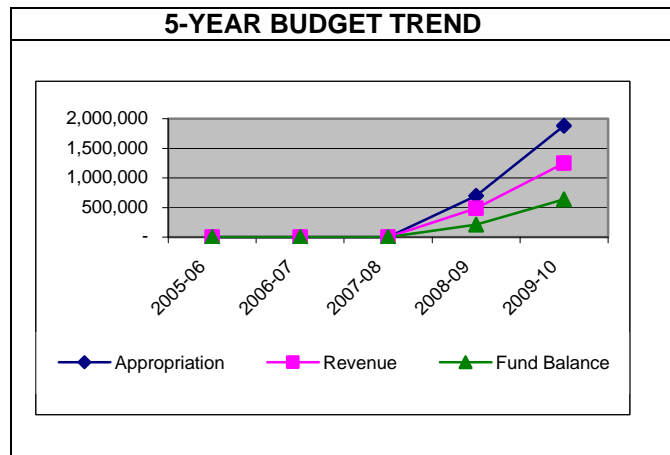
DESCRIPTION OF MAJOR SERVICES

This budget unit was established in February, 2008 to defray the cost of implementing Government Code Section 27301 which requires local governments to truncate the first five digits of social security numbers (SSN) that appear in records that may be disclosed to the public. The law requires the Recorder to implement the SSN truncation program for all records back to 1980.

The primary service provided by this budget unit is the review of all recorded documents, flagging of high-value personal information, truncation of the first five digits of the SSN, and the creation of a separate index and images for public view. Phase 1 began with all documents recorded since January, 2009. Phase 2 will require a professional services contract for the documents from 1980 – 2008. The index and images of the original recorded documents will be maintained in its entirety. Revenue includes fees collected pursuant to Government Code Section 27301.

There is no staffing associated with this budget unit.

BUDGET HISTORY



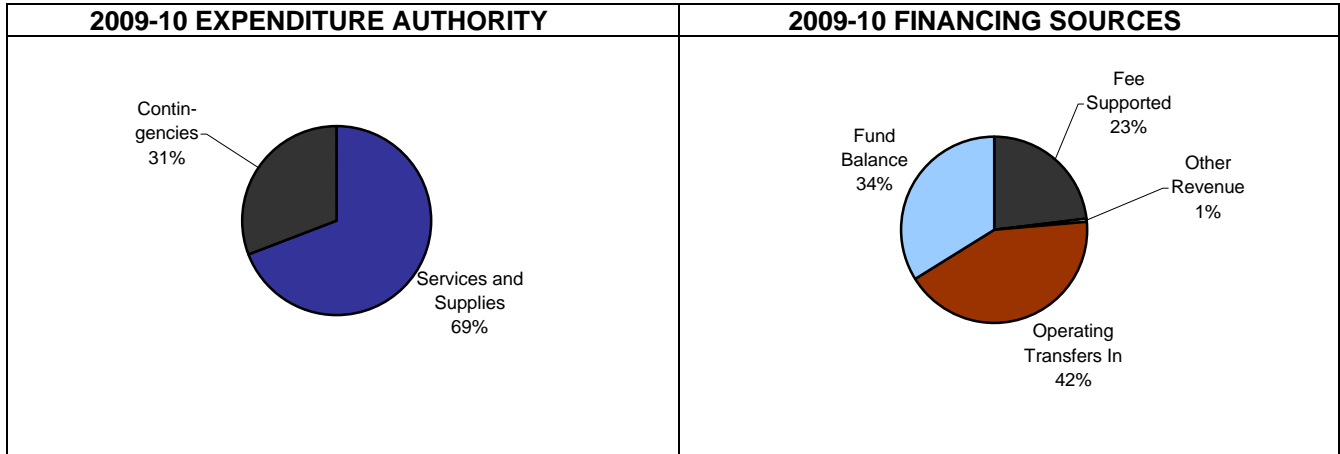
PERFORMANCE HISTORY

	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Modified Budget	2008-09 Estimate
Appropriation	-	-	-	695,792	42,606
Departmental Revenue	-	-	210,792	485,000	467,702
Fund Balance				210,792	

In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, estimated appropriation in this budget unit is typically less than budget. The amount not expended is carried over to the subsequent year's budget.



ANALYSIS OF PROPOSED BUDGET



GROUP: Fiscal
DEPARTMENT: Auditor/Controller-Recorder
FUND: Social Security Number Truncation

BUDGET UNIT: SST REC
FUNCTION: Public Protection
ACTIVITY: Other Protection

	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Estimate		2008-09 Final Budget	2009-10 Proposed Budget	Change From 2008-09 Final Budget
Appropriation								
Services and Supplies	-	-	-	42,606		650,000	1,300,000	650,000
Contingencies	-	-	-	-		45,792	582,853	537,061
Total Appropriation	-	-	-	42,606		695,792	1,882,853	1,187,061
Departmental Revenue								
Use Of Money and Prop	-	-	738	8,279		-	10,500	10,500
Current Services	-	-	210,054	459,437		485,000	436,465	(48,535)
Other Financing Sources	-	-	-	(14)		-	-	-
Total Revenue	-	-	210,792	467,702		485,000	446,965	(38,035)
Operating Transfers In	-	-	-	-		-	800,000	800,000
Total Financing Sources	-	-	210,792	467,702		485,000	1,246,965	761,965
				Fund Balance		210,792	635,888	425,096

Services and supplies of \$1,300,000 reflects an increase of \$650,000 for a professional service contract to truncate the records as required by law. The Recorder estimates that a contract to complete the truncation of the numbers and other services back through 1980 will exceed the budgeted amount and will require multi-year encumbrances.

Contingencies of \$582,853 are increasing from the prior year by \$537,061 primarily due to receipt of an \$800,000 loan in the 2009-10 budget year from the ACR Systems Development budget unit. Repayment to the ACR Systems Development budget unit is expected within five years.

Departmental revenue of \$446,965 shows a decrease of \$38,035 from the prior year due to fewer recorded documents.

Operating transfers in of \$800,000 presents the loan from the ACR Systems Development budget unit.

