

SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



ITEM: 3.15
(ID # 25112)

MEETING DATE:
Tuesday, June 11, 2024

FROM : ASSESSOR-COUNTY-CLERK-RECORDER

SUBJECT: ASSESSOR-COUNTY-CLERK-RECORDER: American Rescue Plan Act Funding for Preservation and Digitization of Official Records, All Districts. [\$1,730,924 - 100% American Rescue Plan Act (ARPA)]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the obligation of \$1,730,924 from the American Rescue Plan Act (ARPA) County Department Response funds for preservation and digitization of Official Records.
2. Approve and direct the Auditor Controller to make the budget adjustment as shown on Schedule A

ACTION: 4/5 Vote Required, Policy

Douglas Cady

Douglas Cady, Assistant Assessor County Clerk Recorder 5/22/2024

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Gutierrez, seconded by Supervisor Jeffries and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington and Gutierrez
Nays: None
Absent: Perez
Date: June 11, 2024
xc: Assessor

Kimberly A. Rector
Clerk of the Board
By: *Naomy Ji*
Deputy

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$1,730,924	\$0	\$1,730,924	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: American Rescue Plan Act ("ARPA") Fund			Budget Adjustment:	Yes
			For Fiscal Year:	23/24

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

On March 11, 2021, President Biden signed the American Rescue Plan Act of 2021 (ARPA) in to law. Riverside County's share of American Rescue Plan funding is estimated to be \$479 million, of which the first installment of \$239,937,299 was received on May 10, 2021.

On October 19, 2021, the Board approved Item 3.5 with preliminary allocations of ARPA into seven broad categories: 1) Infrastructure; 2) Housing and Homelessness; 3) Economic Recovery; 4) County Departments Response; 5) Revenue Backfill; 6) Non-Profit Assistance; and 7) Child-Care Assistance. Specific budget adjustments would come to the Board in separate Form 11s brought forward by individual departments.

This preservation and digitization project will be funded from the County Departments Response category. The application of ARPA funds was deemed eligible for use following the review of the ARPA consultant and is based upon the Final Rule promulgated by the Department of the Treasury. This project is critical to the County Recorder's office as it enables the delivery of official land records to the public in an electronic format. The ability to search these records remotely limits exposure during public health emergencies. Additionally, this project mitigates economic disruption to private businesses and individuals when they are not able to gain access to our facilities in the event of a natural disaster or any other event that may preclude access to ACR facilities. The restoration, preservation, and digitization of these records allows County staff and its residents to safely access and deliver information within these records electronically and preserves their historical integrity for generations and years to come.

Digitization of records will modernize the retention and retrieval of official land records within the County Clerk Recorder system. Staff will have remote access to these records to serve businesses and public citizens better during County office closures. This can expand our initiative to convert official land records into electronic format dating back to 1931 and establish related indices that will enable official records searches remotely. The ability to search these additional records remotely will help avoid economic disruption to private businesses and individuals when they are unable to access the physical documents due to County office closures. County staff telecommuting will be able to serve the public better from remote

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locations by having electronic access to the documents. Also, the public will experience increased accessibility online to search and place orders for documents after normal County operating hours.

Impact on Residences and Businesses

This preservation project will restore, preserve, and protect our records in perpetuity for our county and its constituents. The project will enable the delivery of official land records to the public in an electronic format.

ATTACHMENTS:

Schedule A

SCHEDULE A

Assessor-County Clerk-Recorder

Budget

Fiscal Year 2023/2024

The Assessor-County Clerk-Recorder is requesting a budget to be established for the American Rescue Plan Act (ARPA).

Increase estimated revenues:

763520-21735-1200200000	Fed-American Rescue Plan Act	\$1,730,924
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Increase appropriations:

525440-21735-1200200000	Professional Services	\$1,730,924
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