



# Mendocino County

## Legislation Details (With Text)

**File #:** 21-0763      **Version:** 1      **Name:**  
**Type:** Approval      **Status:** Consent Agenda  
**File created:** 6/21/2021      **In control:** Assessor/Clerk-Recorder  
**On agenda:** 7/13/2021      **Final action:**  
**Title:** Adoption of Resolution Approving the County of Mendocino to Establish an Electronic Recording Delivery System

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Resolution 21-099, 2. Resolution, 3. CERTNA ERDS Client MOU-Mendocino.pdf, 4. CERTNA G2G MOU - Mendocino.pdf, 5. APPENDIX\_A-Services\_and\_Benefits.pdf, 6. APPENDIX\_B-CeRTNA\_Client\_Tier\_Costs-1-1-2021.pdf, 7. APPENDIX\_C-Workstation\_Requirements.pdf, 8. Bill Text - AB-578 County recorders\_ electronic recording.pdf

Date	Ver.	Action By	Action	Result
7/13/2021	1	Board of Supervisors		

**To: Board of Supervisors**

**From: Assessor/Clerk-Recorder**

**Meeting Date:** July 13, 2021

**Department Contact:** Skylar Gravatt

**Phone:** 707-234-6827

**Department Contact:** Katrina Bartolomie

**Phone:** 707-234-6826

**Item Type:** Consent Agenda

**Time Allocated for Item:** N/A

**Agenda Title:**

Adoption of Resolution Approving the County of Mendocino to Establish an Electronic Recording Delivery System

**Recommended Action/Motion:**

Adopt resolution approving the County of Mendocino Recorder to establish an Electronic Recording Delivery System; and authorize Chair to sign same.

**Previous Board/Board Committee Actions:**

N/A

**Summary of Request:**

The 2004 Electronic Recording Delivery Act authorizes the County Recorder, upon approval by resolution of the Board of Supervisors to establish an electronic recording delivery system to accept and return digital electronic records and specified digitized electronic records. The initial cost of implementation will be paid out

of the Recorder Modernization fund. On-going support costs will be paid by the additional of a \$1.00 fee for recorded documents. Electronic recording will allow for a more efficient recording process as well as reducing the County cost of preparing and mailing documents back to customers.

**Alternative Action/Motion:**

Do not approve the adoption of the resolution. Direct staff on next steps.

**Supervisory District:** All

**vote requirement:** Majority

**Supplemental Information Available Online At:** <http://www.certnportal.com/index.php>

**Fiscal Details:**

**source of funding:** Implementation will be paid out of non-general fund Recorder Modernization fund. Ongoing funding will be secured from an additional \$1.00 fee for recording. **budgeted in current f/y:** No

**current f/y cost:** Estimated \$23,215.70

**annual recurring cost:** \$8000 (estimate based on number of documents recorded, varies)

**budget clarification:** N/A

**if no, please describe:** n/a

**revenue agreement:** No

**Agreement/Resolution/Ordinance Approved by County Counsel:** Yes

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**CEO Liaison:** Steve Dunicliff, Deputy CEO

**CEO Review:** Yes

**CEO Comments:**

**FOR COB USE ONLY**

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Executed By: Atlas Pearson, Deputy Clerk I

Date: July 14, 2021

Final Status: Adopted

Executed Item Type: Resolution Number: 21-099

