



# MELISSA WILK

## ALAMEDA COUNTY

### AUDITOR-CONTROLLER/CLERK-RECORDER

*May 2022 Newsletter*

## *Message from Melissa*

Dear Alameda County,

As I have always said, one of the best things about being the Auditor-Controller/Clerk-Recorder in Alameda County is the opportunity to serve such a rich diversity of communities. That's why I want to take this opportunity to recognize and celebrate Asian American and Pacific Islander Heritage Month.

Out of more than 1.6 million residents in Alameda County, more than a third are people of Asian or Pacific Islander descent, contributing to the distinguished multi-ethnic makeup of our area.



### ***In This Issue***

- Dublin Office Open for Walk-In Service
- Single Audit Report
- Popular Annual Financial Report
- Honoring Supervisor Gail Steele
- Online Services
- Don't Forget to Vote on June 7!
- Free Tax Clinic
- Staff Presentations at the Public Records Industry Association
- Ms. Davida: Raising Leaders
- Staff Appreciation & Public Service Recognition Week
- Out in the Community
- Stay In Touch

### **Closed for Memorial Day**



In honor of all of our brave service members who gave their lives to our country, all County Offices will be closed on **Monday, May 30** in observance of Memorial Day. Our Auditor-Controller/Clerk-Recorder services are always available online. **Click here if you need to order vital documents.**

I also want to remind everyone to please exercise their civic duty to vote. The Statewide Direct Primary Election is coming up on Tuesday, June 7, which is less than two weeks away!

Fortunately, Alameda County has adopted the Voters Choice Act model to make voting more convenient. Under this model, you're not restricted to voting at one specific polling location. Instead, you can drop off your ballot at any of the County's many designated polling sites or at a ballot dropbox. You can also mail in your ballot by June 7.

To locate a polling site or ballot drop box near you, please read the article about the June 7 election below. Web links are also provided to help you learn more about who and what is on the ballot.

Lastly, our newsletter is once again brimming with helpful information. Whether you're looking for free legal help related to your property, news of our updated walk-in service at our Tri-Valley Office in Dublin, or updates about some of our most important annual reports, we have got you covered.

If you have any questions about any of our services and updates, please do not hesitate to reach out.

Best,

*Melissa Wilk*

## Dublin Office Open for Walk-In Service



We are pleased to announce that the Clerk-Recorder Tri-Valley Office in Dublin is now open for walk-in services! You no longer need to schedule an appointment as services will be provided on a first-come, first-serve basis Monday through Friday 8:30 AM to 5:00 PM, except on County holidays. Our Office is closed for lunch from noon to 1:00 PM.

Parking is free and plentiful at our Tri-Valley Office, located at 7600 Dublin Blvd in the City of Dublin. We're also located less than a half-mile from the West Dublin/Pleasanton BART station.

We had originally re-opened our Tri-Valley Office on February 22 by appointment only, in adherence to health and safety guidelines. After two months of successful operation, and with the support of our staff, we fully re-opened for walk-in services on May 2.

Our most popular services – copies of birth, death and marriage certificates; marriage licenses; and recording of documents – are all currently offered at the Tri-Valley Office. Our Office in Oakland can provide the same services as our Tri-Valley Office, as well as meet your needs for marriage ceremonies, filing of CEQA documents, filing of maps, and professional registrations (e.g. process servers, professional photocopyers, legal document assistants and unlawful detainer assistants).

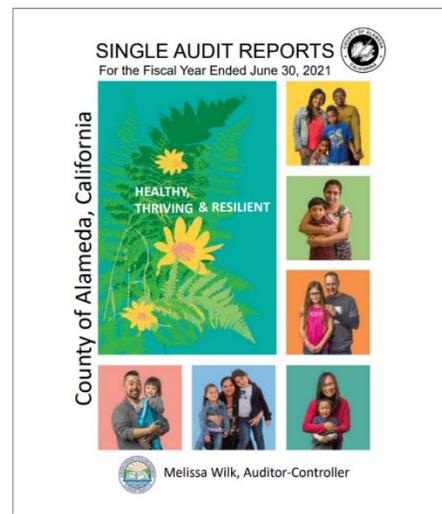
If you have questions or need more information, please call us at 1-888-280-7708 or email us at [CROCustomerService@acgov.org](mailto:CROCustomerService@acgov.org). We are happy to help you!

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## County of Alameda Single Audit Report

The Single Audit Report for Fiscal Year 2020-2021 was published earlier this month by the Office of the Auditor-Controller. The report showed that Alameda County spent over \$713 million in federal grant funds. This is a substantial increase from the \$455 million spent in Fiscal Year 2019-2020, largely due to the federal funds made available in response to the COVID-19 pandemic.

Oversight of the Single Audit is one of the most significant projects under the purview of the Auditor-Controller's Internal Audit Division. In general terms, it is a County-wide financial statement and federal awards audit. It is facilitated by our Internal Audit Division, in partnership with County departments and completed by a certified public accounting firm. It is a complex, annual process that requires all County departments to report their federal grant expenditures every fiscal year.



In recent years, the Audit Division has focused on streamlining the Single Audit process for other County departments to make it more user-friendly, efficient, and transparent.

[Click here](#) to view the latest Single Audit Report and our most recent Single Audit Reports from previous years.

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## Stay Tuned for our Popular Annual Financial Report



At the Auditor-Controller/Clerk-Recorder Agency, we are committed to making the County's financial information as accessible, transparent, and easy to understand as possible. To achieve this, we will be publishing our first Popular Annual Financial Report (PAFR) in June, providing you with a simple way to learn more about the County's finances and what we do.

The PAFR is a community guide summarizing and explaining the information contained in the 2021 Annual Comprehensive Financial Report (ACFR) which is nearly 200 pages long. The community guide will provide you with financial information from the ACFR, important information about the role of the Auditor-Controller/Clerk-Recorder, budget information from the County Administrator's Office (CAO), and more.

Through a comprehensive analysis of the data contained in the ACFR, we are able to determine the County's financial performance from the prior year and assess its changes. This information allows the County to monitor its net position – the big picture of the County's financial health.

Keep up to date with important information about the Popular Annual Financial Report by following Melissa on [Twitter](#) or visiting our [website](#).

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## Honoring Former Alameda County Board Supervisor Gail Steele





On May 9, Melissa Wilk joined the Alameda County Board of Supervisors to commemorate the life and legacy of Supervisor Gail Steele, where they renamed the Alameda County Social Services Agency Hayward office the Gail Steele Multi-Service Center in her honor. Supervisor Steele passed away in June 2020 at the age of 83.

Supervisor Steele served on the Hayward City Council from 1974 to 1982. In 1976, she founded the Eden Youth Center, where she served as Executive Director before serving on the County Board of Supervisors for 18 years from 1992 to 2010. Throughout her tenure, she championed improved mental health services, juvenile justice reform, and easier access to health care—especially for youth and low-income residents.

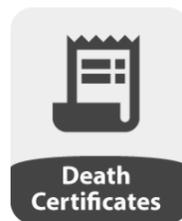
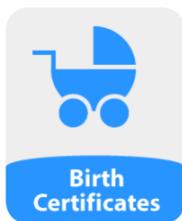
Speakers at the event included Alameda County Supervisor Richard Valle, President of the Board of Supervisors Keith Carson, County Administrator Susan Muranishi, Hayward Mayor Barbara Halliday, former Director of the Social Services Agency Lori Cox, and Supervisor Steele's surviving family members. All of the speakers shared their fond memories of Supervisor Steele's love and commitment to children and animals.

Supervisor Steele will be remembered for her dedication, compassion and advocacy on behalf of those most in need of support and assistance in Alameda County.

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## SAVE TIME AND ORDER ONLINE

Need your birth, marriage, or death certificate? Save yourself time and order online! Select our pick-up option and we can typically turn around your order within a few days. Click below to get started.



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## June 7th Election: Don't Forget to Vote!



The Statewide Direct Primary Election will be held on Tuesday, June 7, 2022. All California constitutional offices (e.g. Governor, Lieutenant Governor, Secretary of State, Controller, Treasurer, Attorney General, Insurance Commissioner, and State Board of Equalization 2nd District) are up for election. Also on the ballot are various federal, state legislative, county-wide, local, and special district offices.

**All registered voters in Alameda County should have received a Vote by Mail ballot.** If you are a registered voter in Alameda County and have not received your ballot, please contact the Alameda County Registrar of Voters at (510) 272-6973.

Voters can return their ballots through the Postal Service, at a [ballot drop box](#), or at [voting locations](#) throughout Alameda County by June 7. Due to Alameda County's adoption of the Voter Choice Act model, registered voters are no longer assigned to a specific polling place. Instead, Alameda County voters may drop off ballots at any of these [voting locations](#).

[Click here](#) for the list of all the candidates. [Click here](#) for more information on Measure B of the Alameda Unified School District (City of Alameda only). [Click here](#) for more information on Measure C of the Oakland Parcel Tax (City of Oakland only).

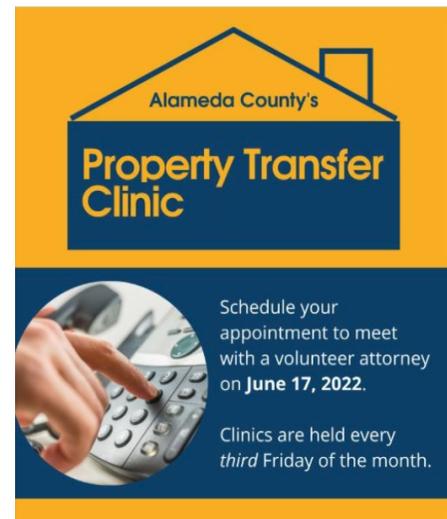
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## News for Alameda County Homeowners

The Property Transfer Clinic was created by the Alameda County Assessor as a way for Alameda County homeowners to access free, one-on-one phone consultations with a volunteer attorney regarding questions for:

- Alameda County assessment process;
- Holding title to property and its tax consequence;
- Transferring property to family members;
- Transferring property to a revocable trust;
- Common exclusions from reassessment; and
- Matters pertaining to Proposition 19.

If you have questions or are interested in learning more, click [here](#) to schedule an appointment for a FREE 30-minute consultation on June 17, 2022. Appointments begin at 12:00 PM PDT.



The Property Transfer Clinic is a partnership between the Alameda County Library, Alameda County Law Library, and Legal Access Alameda. It is funded by the Alameda County Assessor's Office.

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## Clerk-Recorder Staff Present at Property Records Industry Association



Before the pandemic, Alameda County typically hosted an annual, in-person meeting of the Northern California chapter of the **Property Records Industry Association (PRIA)**. PRIA is a national organization that works alongside governments to address issues of common concern in the property transactions industry.

This year's meeting was held virtually on May 11, with Assistant Controller Matt Yankee and Assistant Clerk-Recorder Jocelyn Cole participating as panelists to discuss Alameda County's Restrictive Covenant Program (Assembly Bill 1466) and our updated Recorder operations coming out of the pandemic.

Prompted by the passage of AB 1466, Matt introduced our Clerk-Recorder Office's plan to establish an official program by July 1, 2022, to redact unlawful restrictive covenants from Alameda County property records. During the presentation, Matt described the three essential components of our Agency's implementation plan, which are: technology, manual reviews and community involvement. Matt highlighted how community involvement provided us the opportunity to record our first Restrictive Covenant Modification as authorized by AB 1466 on February 23, 2022.

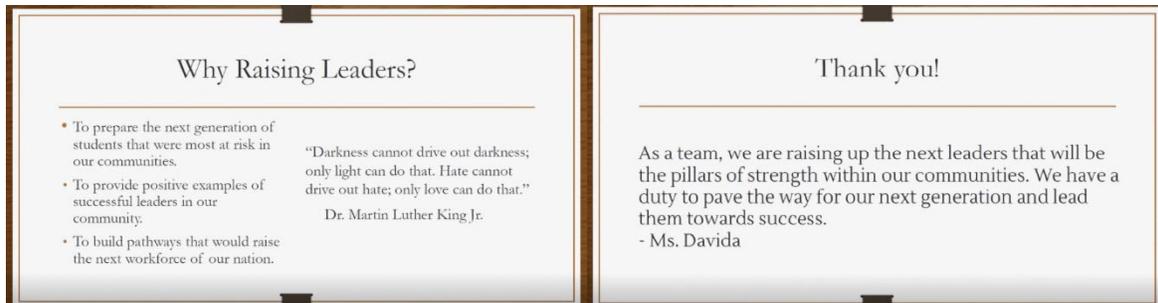
After being asked about our Office's biggest challenges as a result of the pandemic, Jocelyn described the innovative ways we continued offering essential services with limited public contact through the implementation of drop boxes, mail and online orders, as well as the launch of electronic recording services in

April 2020. The transition to e-recording was especially beneficial, as online recordings increased significantly during this time. In addition, Jocelyn commended our staff for being pivotal to our Agency's success.

If you would like more information about these topics, please email us at [ACCR.info@acgov.org](mailto:ACCR.info@acgov.org).

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## Leadership and Empowerment with Community Leader Davida Scott



The Auditor-Controller/Clerk-Recorder Agency is dedicated to providing our staff with resources to develop and enhance their professional, personal and leadership skills. On May 23, as part of our Keynote Speakers Series, our Agency was proud and excited to host Ms. Davida Scott, an accomplished educator and community leader who created the highly successful Raising Leaders Program.

Ms. Davida recounted her own journey as a teenager within the Hayward Unified School District and expressed how her experiences encouraged her to create the Raising Leaders Program for youth who have encountered similar challenges. She created the Raising Leaders Program in 2017 to provide at-promise youth and young adults with the opportunity to gain their diplomas and receive hands-on experience for careers in government.

"I wanted to provide a preventative model," said Ms. Davida. "If we don't invest our time and our lives to creating change and raising up the next generation of workforce within our community, nothing will change."

Through her hard work and dedication, Ms. Davida has successfully increased funding and community partnerships year-after-year for the Raising Leaders Program. Known for her ability to empower and convey passion through her hard work, Ms. Davida has been applauded for her activism as a recipient of numerous awards, such as the Heart of Hayward Supervisor Award, and has received recognition by the California Teachers Association (CTA) and the Alameda County Board of Supervisors.

We are proud to say that the Auditor-Controller/Clerk-Recorder Agency has hosted interns from the Raising Leaders program for the past two years, and are extremely grateful to be able to continue to partner with Raising Leaders and their exceptional Raising Leaders graduates.

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## Celebrating our Staff & Public Service Recognition Week



Public Service Recognition Week has been celebrated the first week of May since 1985 to honor the dedicated employees and volunteers across the nation who connect government to the people it serves.

To commemorate this year's event, our Agency held a staff appreciation luncheon on May 3 to celebrate everyone's outstanding service, hard work, and commitment. Our celebration included fun COVID-safe activities such as raffles, a bake walk, bingo, and more.

During the week, Melissa also presented awards to those who have reached significant employment milestones in 2022. This year, our Agency recognized 26 service award recipients who have been with Alameda County for 380 collective years – with 30 years of service being the highest!

"We are so privileged to have such hard-working staff who are dedicated to providing excellent service to the community," said Melissa.

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## Out in the Community: *Rotary Club of Livermore*



The Auditor-Controller/Clerk-Recorder Agency offers many public resources, and we have been reaching out to various communities throughout Alameda County to let them know how we serve and support them. On May 18, Melissa presented to the Rotary Club of Livermore.

In addition to providing information about our updated services, the presentation outlined the different programs that our Agency offers and the various ways in which they provide support to the public. Melissa highlighted our Volunteer Deputy Marriage Program, the full re-opening of our Tri-Valley Office, our Restrictive Covenant Redaction Project, the County Arts Commission, and the County's American Rescue Plan Act Cash Aid Grants.

After the presentation, Melissa answered questions from Rotary Club members who needed help with recording services and correcting their vital documents. She, in turn, enjoyed learning about the many valuable contributions that the Rotary Club makes to our community. For example, the Rotary Club is partnering with the Alameda County Deputy Sheriffs' Activities League to provide donated clothes for veterans released from Santa Rita Jail.

Founded in February 1947, members of the Rotary Club of Livermore comprise a cross-section of civic, educational, business, and political leaders who work in committees to organize projects, charities, and major fundraising efforts to meet community needs.

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## QUESTIONS FOR OUR AGENCY?

Are there upcoming community events that you would like us to attend? Do you have a specific question you would like to ask? Is your community or organization interested in a presentation about the services provided by the County and the Auditor-Controller/Clerk-Recorder Agency?

**Email** Melissa Wilk at [ACCR.info@acgov.org](mailto:ACCR.info@acgov.org) or follow her on [Twitter](#) to let her know what questions we can answer and how we can support your efforts.



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## STAY IN TOUCH

To get breaking updates on Auditor-Controller/Clerk-Recorder Agency services, announcements, and hours of operation, follow Melissa on Twitter [@MelissaWilkACCR](https://twitter.com/MelissaWilkACCR).

If this email was forwarded to you, subscribe to our newsletter by emailing us at [ACCR.info@acgov.org](mailto:ACCR.info@acgov.org).



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