



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 12/5/2023

To: Board of Supervisors

Department or Agency Name(s): Clerk-Recorder-Assessor

Staff Name and Phone Number: Kim Barrett, 707-565-3471

Vote Requirement: Majority

Supervisorial District(s): Countywide

Title:

ParcelQuest Agreement for Clerk-Recorder-Assessor

Recommended Action:

Authorize the Clerk-Recorder-Assessor to execute an agreement with ParcelQuest to continue to provide certain public records and maps in exchange for a portion of the revenue generated by ParcelQuest for a three-year term ending December 31, 2026.

Executive Summary:

ParcelQuest is engaged in the business of acquiring, compiling, arranging, selecting, formatting and distributing for a fee, land records and other data and maps in electronic form. ParcelQuest sells licensed subscriptions to such data and maps. Under the proposed agreement with ParcelQuest, the County would continue to provide Assessor and Recorder public records and maps to ParcelQuest for a period of three years, commencing January 1, 2024 and continuing to December 31, 2026, in exchange for a portion of the revenue generated by ParcelQuest.

Discussion:

The proposed three-year revenue generating agreement will take effect when the existing agreement between the County and ParcelQuest expires at the end of this year and will allow the Clerk-Recorder-Assessor to continue to provide certain public records and maps from the Assessor's Office and Recorder's Office in exchange for a portion of the revenue generated by ParcelQuest through its sales and licenses to the public. The agreement will reduce the amount of staff time and associated costs dedicated to providing the information to the public directly. The Clerk-Recorder-Assessor will provide records on a monthly basis to ParcelQuest, which are automatically transmitted at no cost, and in return will receive a yearly check from ParcelQuest. The payment will continue to be calculated on 20% of the gross annual revenue generated from the sale and/or licensing of the data and maps for the Sonoma County area.

Strategic Plan:

N/A

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Agenda Date: 12/5/2023

Prior Board Actions:

01/26/2021 Board Item 2020-1304 ParcelQuest Agreement for Clerk-Recorder-Assessor

FISCAL SUMMARY

Expenditures	FY23-24 Adopted	FY24-25 Projected	FY25-26 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	\$15,000	\$15,000	\$15,000
Use of Fund Balance			
General Fund Contingencies			
Total Sources	\$15,000	\$15,000	\$15,000

Narrative Explanation of Fiscal Impacts:

The sales of data and maps to ParcelQuest generates approximately \$15,000 in revenue annually.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

Attachment 1 Database Information Agreement

Related Items "On File" with the Clerk of the Board:

N/A