

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY  
AND RECORD OF ACTION**

September 13, 2022

**FROM**

**CURT HAGMAN, Chairman and Fourth District Supervisors, Board of Supervisors**

**SUBJECT**

Interview of Candidates for Appointment to the Office of Assessor/Recorder and Appointment of County Clerk

**RECOMMENDATION(S)**

1. Conduct interviews (Attachment A) for the appointment to fill the vacancy for the current unexpired term of Assessor/Recorder.
2. Consider appointment to fill the vacancy for the current unexpired term for the Assessor/Recorder.
3. Appoint selected applicant to the position of County Clerk through 11:59 a.m. on January 2, 2023.

(Presenter: Curt Hagman, Chairman and Fourth District Supervisor, 387-4866)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Improve County Government Operations.**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**FINANCIAL IMPACT**

This item will not result in the use of Discretionary General Funding (Net County Cost).

**BACKGROUND INFORMATION**

San Bernardino County's elected Assessor/Recorder, Bob Dutton, passed away on July 23, 2022, causing two vacancies in the office of Assessor/Recorder, one for the current unexpired term ending January 2, 2023, at 11:59 a.m., and one for the next term beginning at noon on January 2, 2023, and ending January 6, 2025, at 11:59 a.m. On August 9, 2022 (Item No. 64), and in accordance with San Bernardino County Charter, Section 306, and County Code Section 12.0104, the Board of Supervisors (Board) provided direction to fill both vacancies by appointment and outlined the process to fill the current unexpired vacancy. The Board will return at a future date to determine the process to fill the second vacancy.

On August 10, 2022, the Clerk of the Board of Supervisors (COB) posted a Notice of Vacancy setting forth the statutory requirements of holding the office of Assessor/Recorder. The application packet was posted to the COB's website on August 11, 2022, at 8:00 a.m. commencing the application period through August 18, 2022, at 5:00 p.m. No other applications were accepted after the closing date and time. A total of five applications were received by the application deadline of 5:00 p.m. on August 18, 2022. On August 19, 2022, the COB distributed all submitted applications to each Board Member and posted all submitted application materials, in redacted form, to the COB website for public viewing.

**Interview of Candidates for Appointment to the Office of Assessor/Recorder and Appointment of County Clerk  
September 13, 2022**

On August 23, 2022 (Item No. 53), during the open meeting, the Board voted to interview all five of the applicants at 1:30 p.m. during the open session of today's Regular Board meeting. The applicants were notified of today's interview process via United States mail and e-mail on August 24, 2022.

Following interviews, public comment, and Board deliberation, the Board may take action to make an appointment for the current unexpired term of Assessor/Recorder, and the selected appointee will be sworn into office.

In 2010, the County reorganized and consolidated the elected positions of Assessor and Recorder. At the same time, the functions of the County Clerk were combined with the Recorder's Office and the Assessor/Recorder was appointed as the County Clerk. On January 6, 2015 (Item No. 19), Bob Dutton was appointed to the position of County Clerk. Appointing the selected applicant for Assessor/Recorder as County Clerk would be consistent with the previous reorganization actions.

**PROCUREMENT**

Not applicable

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Tom Bunton, County Counsel, 387-5455) on August 11, 2022; County Administrative Office (Pamela Williams, Chief of Administration, 387-4345) on September 1, 2022; Finance (Erika Rodarte, Administrative Analyst, 387-4919) on August 19, 2022; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on August 22, 2022.

**Interview of Candidates for Appointment to the Office of  
Assessor/Recorder and Appointment of County Clerk  
September 13, 2022**

Record of Action of the Board of Supervisors  
San Bernardino County

Public Comment: None

**APPOINTED CHRISTOPHER WILHITE AS ASSESSOR/RECORDER FOR THE UNEXPIRED  
TERM**

Motion/Second: Joe Baca, Jr. /Janice Rutherford

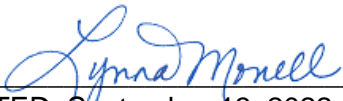
AYE: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca Jr.

**APPROVED RECOMMENDATION NO. 3**

Moved: Joe Baca, Jr. Seconded: Col. Paul Cook (Ret.)

Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: September 13, 2022



cc: File - Assessor w/ attachment

JLL 09/19/2022