

Department Mission:

The Klamath County Clerk's Office is dedicated to providing accurate information and services in a timely, impartial and professional manner regarding all aspects of elections, real property records, military discharge recordings, passport applications, marriage license applications, domestic partnership filings and property tax appeals.

Mandated Services:

Elections

- **Conduct elections in the county**--including federal, state, county, incorporated cities, and special district elections (ORS 246.200)
 - Register all individuals who properly complete & submit a voter registration
 - Process registrations through the Oregon Motor Voter project
 - Maintain the voter register & address library
 - Establish precincts
 - Prepare ballots
 - Mail ballots to all qualified electors
 - Receive and process voted ballots
 - Certify election results
 - Accept and verify, for statutory and constitutional requirements, candidate nomination filings
 - Accept, verify for statutory and constitutional requirements, approve to circulate, and verify signatures on initiative, referendum, nominating, recall, formation and annexation petitions

Recording

- **Maintain the records of the county governing body**, commonly referred to as Commissioners' Journal (ORS 205.110)
- **Record land records**, including deeds, mortgages, liens and all other documents that affect the title to real property (ORS 205.130). Record and provide certified copies of Military Discharge Papers (DD 214s) at no charge. (ORS 408.420)

When a document is received for recording it is verified for compliance with Oregon statutes. The information (parties' names, type of document and legal description) is entered into the electronic index for future retrieval of the document. All recorded documents are entered into our electronic system (either scanned or submitted electronically) and microfilm is later produced for required archival storage.

- **Process Board of Property Tax Appeals** (ORS 309.020)

There were 54 property tax appeals filed in 2015 that were heard February 25-26, 2016, by the Board of Property Tax Appeals (BOPTA). Hearings were held on any that were not stipulated with the Assessor or withdrawn by the appellant by February 12, 2016, the day the BOPTA board convened. There were 36 appeals filed in 2016, with 18 hearings being heard on March 3, 2017.

The BOPTA clerk handles all scheduling with the Board, correspondence with the appellants, coordination with the Assessor, and final orders to the Department of Revenue.

- **Issue Marriage Licenses & File Domestic Partnerships** (ORS 106.041 & 106.325)
Klamath County is one of three pilot counties partnered with State Vital Records to implement an electronic submission of marriage licenses. The project has been in the planning and implementation stages for over a year, and we are currently in the testing phase. This process will increase efficiency for both the State and the County.

Self-Imposed Services:

- **United States Passport Agent**

Recording and election staffs are able to process passport applications around their other duties, so no additional FTEs are required.

An audit report by the U.S. Department of State, Office of Passport Integrity and Internal Controls, included the following comments: *“Agents were knowledgeable, friendly and helpful and provide an excellent service to the community. The facility is performing at an excellent manner.”*

It is a worthwhile service to continue to provide, as at this time the revenue exceeds the postage and processing costs involved.

- **Notary**

Notary services are provided to customers recording documents, as well as to the general public. A fee of \$10 per notarization (maximum per statute) is charged. This is another service that is helpful to the public and has not required any additional FTEs. As part of the Veteran Recognition Program, we offer free notary services to veterans and spouses.

- **Wedding Ceremonies**

The County Clerk began performing wedding ceremonies in 2011. There is a fee of \$105 set by statute. The required paperwork is completed by staff around other duties.

- **Veteran Recognition Program**

The County Clerk partnered with the Veteran Services Officer to implement the Klamath County Veteran Recognition Program which has become a model for other counties. We

have issued over 1300 cards since the program began in April 2014. We currently have 88 businesses participating, offering free or reduced services/items to veterans.

Department Overview:

All staff members are cross-trained to cover election and recording duties. The long-range goal of the recording section of the Clerk’s Office is to continue to update technologies and processes to increase efficiency and cost-effectiveness. E-recording was implemented in Klamath County in the fall of 2012, and it has been very well received—by both customers and staff. It has increased the efficiency of recording documents, and has saved time for all parties. Documents can be submitted electronically, eliminating the need for handling the paperwork.

The long-range goal of the elections section of the Clerk’s Office is to continue to stay up-to-date on statutes and directives to administer elections efficiently, fairly and accurately, and provide reports in a timely manner. This includes continued training of staff on current laws and directives, and maintaining election equipment. The 2017 legislative session has over 100 election and recording-related proposed bills. Continuing to monitor and testify at the Legislature, when appropriate, are important facets of the County Clerk’s responsibilities.

Successes and Challenges:

| FY 15/16 | FY 14/15 | FY 13/14 | |
|------------------|----------|----------|--|
| Recording | | | |
| 14,606 | 14,231 | 16,763 | Real Property Recordings (every document is numbered, entered into the electronic system and indexed by type of document, parties involved, and legal description) |
| 57,550 | 47,570 | 58,404 | Pages in Recorded Documents (fee is partially based on number of pages) |
| 95 | 102 | 147 | Notarizations Performed |

| FY 15/16 | FY 14/15 | FY 13/14 | |
|-----------------|----------|----------|--|
| Election | | | |
| 10,594 | 2,175 | 4,813 | Voter Registrations Received Updating Information (after updating the information, postcards are mailed to every voter showing the updates as required by statute) |
| 2,400 | 548 | 2,601 | New Voter Registrations (after entering and verifying each new voter, postcards are mailed to the elector) |
| 2,257 | 1,742 | 2,177 | Number of Voters Moved to Inactive Status (processing of undeliverable ballots and individual voter notices, after which required postcards are mailed to the elector) |
| 1,031 | 1,428 | 2,131 | Number of Voters Moved to Cancelled Status (processing of death notices and notices received from voter updates in other states) |
| 60 | 59 | 59 | Special Districts (elections for these districts, for director positions and/or measures) |
| 5 | 5 | 5 | Incorporated Cities for which elections are administered |

| Property Tax Appeals (BOPTA) | | | |
|-------------------------------------|----|-----|---|
| 54 | 23 | 127 | Property Tax Appeals Hearings (many more may be handled and settled prior to the hearing) |

| General | | | |
|----------------|-----|-----|--|
| 387 | 392 | 393 | Marriage Licenses & Domestic Partnerships (much time is also spent answering questions from customers at the counter and on the phone about license requirements) |
| 513 | 533 | 314 | Passports Processed (Execution Fee of \$25 per passport, for revenue of \$12,800 in 2015-16) |
| 6 | 6 | 6 | Number of Entities Provided Daily Digital Images of Recorded Documents (generates revenue of \$18,000 annually) |
| 7 | 2 | N/A | Number of Entities Obtaining Subscription Service to the Clerk's Recorded Documents (this service became available in the fall of 2014 and currently generates \$8,400 annually) |

Budget Overview:

To develop the Clerk's budget each year, the number of known elections is first determined. There are four set election dates every year:

- (a) The second Tuesday in March;
- (b) The third Tuesday in May;
- (c) The third Tuesday in September;
- (d) The first Tuesday after the first Monday in November.

The elections in May and November of even-numbered years (Primary & General Elections) and May of odd-numbered years (Special District Elections) are the only “certain” elections. The other election dates are used when a governing body (county, city or special district) files an election measure, or an individual voter(s) files an initiative or referendum petition.

Recall elections are held on special election dates of their own, and, because of deadlines, are outside the election dates listed above.

Major revenue source for the Clerk’s office is from real property recordings which are directly related to the economic climate. The number of recorded deeds and mortgages have been on a downward trend the last several years, all related to the economy.

Digital images of the recorded documents are provided daily to six entities, requiring the documents to be indexed the same day as they are recorded. Up-to-date information is important to title companies and other interests, and that is the service provided for the fees collected. The revenue derived from providing the digital images is \$250 per entity/\$1,500 per month/\$18,000 annually.

Seven entities also have a subscription with the County to access a read-only database of recorded documents. This enables them to get up-to-the-minute recording information, as well as access documents recorded over the years. The fee is \$100 per month.

Major expenditures for the Clerk’s office are in the administration of elections. The major costs are printing ballots, programming the tally machines, election envelopes (three required for each of our 40,000+ voters—secrecy, outgoing and return), postage costs, temporary election personnel for processing voted ballots, and amortization of voting equipment. Election costs are not directly affected by the economy, and must be conducted on timelines set in statute.

In 2016 Klamath County purchased new voting technology—Clear Ballot. The prior system used in Klamath County was acquired in 2007 through an agreement with the State. No County funds were used in that acquisition. The machines were over nine years old when replaced. The new system streamlines the workflow for scanner operators and opening boards and ensures that each ballot is touched less frequently, reducing the amount of ballot-tracking and the potential for human error. In addition, the digital adjudication process saves time, reducing operating expenses.

Clerk Storage Fund, 2140

ORS 205.320 directs that a fund be established in every county with the moneys being expended for “acquiring storage and retrieval systems, payment of expenses incurred in collecting the fee or tax and maintaining and restoring records as authorized by the county clerk.”

Clerk Overpayment Fund, 2141

Klamath County has a policy that overpayments of \$10 and more are automatically refunded. Overpayments of less than \$10 are refunded upon written request of the payee. This allows documents to be recorded in a timely manner, and not rejected because of overpayment.

Significant Changes:

| | | |
|---|-----------------|----------------------|
| <u>Revenue</u> | | |
| Decrease in Election Reimbursement – two-year cycle with minimal reimbursement for General & Primary Elections (even years) and more significant reimbursement for Special District Elections (odd years). | | |
| There is no reimbursement from the Federal, State or City governments for the Primary or General Elections held in even-numbered years. The special districts reimburse for their portion of their elections held in May of odd-numbered years. | FY 17-18 -0- | FY 16-17 \$35,000 |
| <u>Expenses</u> | | |
| No significant changes in expenses anticipated. | | |

The Clerk’s Office has had up to 7.6 FTEs. Over the years, that has been reduced to the current 5.0 FTEs (including the County Clerk). This is the minimum number required to complete mandated services.

The County does not get reimbursed for election costs during Primary and General Elections for the Federal’s, State’s or any City’s portion.

As noted above, the elections that will be in a fiscal year are a main factor in the requested amounts in the Clerk’s budget. In the 2017-2018 fiscal year, there will be at the least a May 2018 Primary Election. The Primary Election is one of the most expensive. The election of precinct committeepersons for the major parties and the distinct ballots that must be printed add to the total cost.

Key Issues:

Current law provides voter registration to all **citizens** registering at the Department of Motor Vehicles. That process has increased Klamath County's voter registration numbers from 33,500 voters to the current number of 40,785. This represents over a 20% increase in registered voters, and it is anticipated to increase the costs of elections 10-15%.

Independent Party is now a major party in Oregon. This will increase the cost of every Primary Election, as ballots must be printed and programmed separately.

Historic Book Preservation In 1997 an audit was done of our permanent historic books to begin a restoration maintenance program. The audit revealed 16 books "requiring immediate attention" and seven books "requiring attention soon." The restoration project was started in 2001 and in 2003 another assessment was completed. At that time, 13 additional books were identified that needed immediate attention to ensure that data was not lost. These books are Klamath County's permanent records that date back to 1875.

Since 2001 a total of 90 books have been restored, through the de-acidification and conservation process, four to ten books a year. As the remaining books (several hundred books) continue to age, this will be an ongoing project.

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Klamath County, Oregon
2017-2018 Budget Financial Presentation
1040 Clerk

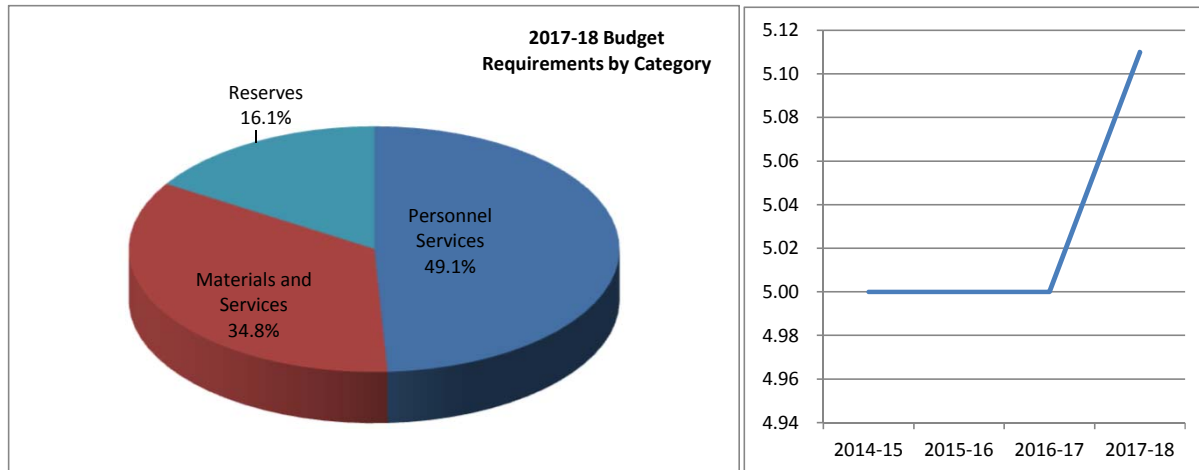
| | 2014-15 Actual | 2015-16 Actual | 2016-17 Budget | 2017-18 Budget |
|---|-------------------|-------------------|-------------------|-------------------|
| Requirements by Budgetary Category | | | | |
| Personnel Services | 339,798 | 341,445 | 372,233 | 387,475 |
| Materials and Services | 235,295 | 335,397 | 224,075 | 274,088 |
| Capital Outlay | - | 15,223 | - | - |
| Subtotal Current Expenditures | 575,093 | 692,065 | 596,308 | 661,563 |
| Interfund Transfers | 164,795 | 259,526 | 19,022 | - |
| Reserves | - | - | 112,634 | 126,934 |
| Unappropriated Fund Balance | 135,461 | 76,861 | - | - |
| Subtotal Noncurrent Expenditures | 300,256 | 336,387 | 131,656 | 126,934 |
| Total Requirements by Budgetary Category | 875,349 | 1,028,452 | 727,964 | 788,497 |

| Requirements by Fund | | | | |
|-----------------------------------|----------------|------------------|----------------|----------------|
| General Fund (1000) | 698,296 | 869,286 | 615,030 | 661,063 |
| Clerk Storage Fund (2140) | 165,035 | 152,098 | 105,308 | 119,308 |
| Clerk Overpayment Fund (2141) | 12,018 | 7,068 | 7,626 | 8,126 |
| Total Requirements by Fund | 875,349 | 1,028,452 | 727,964 | 788,497 |

| Resources by Budgetary Category | | | | |
|--|----------------|------------------|----------------|----------------|
| Licenses, Fees and Permits | 333,594 | 358,458 | 297,687 | 300,000 |
| Intergovernmental | 2,224 | 2,812 | 2,686 | 3,396 |
| Charges for Services | 68,009 | 61,179 | 56,600 | 500 |
| Investment Earnings | 466 | 579 | - | - |
| Interfund Transfers | 316,926 | 469,849 | 272,557 | 371,667 |
| Miscellaneous | 147 | 114 | - | - |
| Beginning Fund Balance | 153,983 | 135,461 | 98,434 | 112,934 |
| Total Resources by Budgetary Category | 875,349 | 1,028,452 | 727,964 | 788,497 |

| | | | | |
|---------------------------------------|------|------|------|------|
| Full-Time Employee Equivalents | 5.00 | 5.00 | 5.00 | 5.11 |
|---------------------------------------|------|------|------|------|

| Mandate | Total Cost | Personnel Services | FTE |
|--------------------------|-------------------|---------------------------|-------------|
| Clerk - Elections | 362,316 | 179,350 | 2.10 |
| Clerk - Recording | 298,747 | 208,125 | 3.01 |
| Clerk - Storage fund | 119,308 | - | - |
| Clerk - Overpayment fund | 8,126 | - | - |
| Total Mandates | 788,497 | 387,475 | 5.11 |



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| Department | Status | Title | FTE | Benefit Group | Union | Current Grade | Current Step | Total Wages w/COLA | Unemployment | FICA/Medicare | KCWC-WCOMP | WC | Medical CAP | HRA/VEBA (Wages) | Life Insurance | STD | Retirement/PERS Amount | Grand Total w/Benefits |
|-----------------|--------|-------------------------|---------------|------------------------|-----------|---------------|--------------|---------------------|-----------------|--------------------|-------------------|-----------------|--------------------|------------------|-----------------|-----------------|------------------------|------------------------|
| | | | | | | | | | 51560 | 51100 | 51570 | 51200 | 51300 | 51310 | 51330 | 51340 | 51400/51410 | |
| Clerk/Elections | Filled | County Clerk | 0.6000 | .6000 Elected Official | Non-Union | CL01 | 1 | \$41,433.35 | \$0.000 | \$3,169.65 | \$725.08 | \$20.592 | \$8,028.00 | \$0.00 | \$34.85 | \$0.00 | \$7,043.67 | \$60,455.20 |
| Clerk/Recording | Filled | County Clerk | 0.4000 | .4000 Elected Official | Non-Union | CL01 | 1 | \$27,622.24 | \$0.000 | \$2,113.10 | \$483.39 | \$13.728 | \$5,352.00 | \$0.00 | \$23.23 | \$0.00 | \$4,695.78 | \$40,303.47 |
| Clerk/Elections | Filled | Chief Deputy Clerk | 0.5000 | .5000 Non-Union | Non-Union | UF25 | 6 | \$30,437.87 | \$152.19 | \$2,328.50 | \$532.66 | \$17.160 | \$6,690.00 | \$0.00 | \$7.14 | \$66.00 | \$5,174.44 | \$45,405.95 |
| Clerk/Recording | Filled | Chief Deputy Clerk | 0.5000 | .5000 Non-Union | Non-Union | UF25 | 6 | \$30,437.87 | \$152.19 | \$2,328.50 | \$532.66 | \$17.160 | \$6,690.00 | \$0.00 | \$7.14 | \$66.00 | \$5,174.44 | \$45,405.95 |
| Clerk/Recording | Filled | Sr. Indexing Specialist | 1.0000 | Full-time Local 121 | Local 121 | LH12 | 7 | \$36,511.90 | \$182.56 | \$2,793.16 | \$638.96 | \$34.320 | \$13,380.00 | \$0.00 | \$14.28 | \$132.00 | \$6,207.02 | \$59,894.21 |
| Clerk/Recording | Filled | Recording Specialist | 1.0000 | Full-time Local 121 | Local 121 | LH14 | 3 | \$34,837.40 | \$174.19 | \$2,665.06 | \$609.65 | \$34.320 | \$13,380.00 | \$0.00 | \$14.28 | \$132.00 | \$5,922.36 | \$57,769.27 |
| Clerk/Elections | Filled | Election Specialist | 1.0000 | Full-time Local 121 | Local 121 | LH14 | 7 | \$40,293.34 | \$201.47 | \$3,082.44 | \$705.13 | \$34.320 | \$13,380.00 | \$0.00 | \$14.28 | \$132.00 | \$6,849.87 | \$64,692.85 |
| Clerk/Recording | Filled | On-call Recording | 0.1120 | Non-Benefit Eligible | Non-Union | UH21 | 1 | \$4,307.43 | \$21.54 | \$329.52 | \$75.38 | \$3.844 | \$0.00 | \$0.00 | \$0.00 | \$14.78 | \$0.00 | \$4,752.49 |
| Clerk/Elections | | Election Worker | 0.0000 | Non-Benefit Eligible | Non-Union | MIN | | \$8,004.00 | \$40.02 | \$612.31 | \$140.07 | \$0.000 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$8,796.40 |
| | | | 5.1120 | | | | | \$253,885.40 | \$924.15 | \$19,422.23 | \$4,442.99 | \$175.44 | \$66,900.00 | \$0.00 | \$115.20 | \$542.78 | \$ 41,067.58 | \$ 387,475.78 |

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General Ledger

Budget Analysis

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 Fiscal Year: 2018



| 2015 Actual | 2016 Actual | 2017 Adopted | 2017 Estimated | Account | Description | FTE | 2018 Requested | 2018 Proposed | 2018 Approved | 2018 Adopted |
|----------------|----------------|-----------------|-------------------|---------------------------------------|---|------|-------------------|------------------|------------------|-----------------|
| 0.00 | 0.00 | 0.00 | 0.00 | 1000 1040 R20 1041-1000-4100 | General Fund Clerk Licenses, Fees and Permits Fees, Licenses and Permits | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | | Licenses, Fees and Permits Totals: | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | R30 1041-1000-4300 | Charges for Service Charges for Service | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 970.00 | 1,050.00 | 500.00 | 0.00 | 1041-1000-4314 | Fees - Filing | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 39,669.18 | 33,796.83 | 35,000.00 | 0.00 | 1041-1000-4314 | Reimb - Election | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 156.38 | 235.04 | 100.00 | 0.00 | 1041-1000-4314 | Election Reports | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40,795.56 | 35,081.87 | 35,600.00 | 0.00 | | Charges for Service Totals: | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | R40 1041-1000-4400 | Other Local Revenue Miscellaneous | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | | Other Local Revenue Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 203,130.79 | 180,246.53 | 253,535.00 | 0.00 | R70 1041-1000-4900 | Interfund Transfers Trans - General Non Dept | 0.00 | 361,316.00 | 361,316.00 | 0.00 | 0.00 |
| 0.00 | 30,076.00 | 0.00 | 0.00 | 1041-1000-4902 | Trans - Equipment Reserve | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 72,794.95 | 177,526.25 | 19,022.00 | 0.00 | 1041-1000-4914 | Trans - Clerk | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 275,925.74 | 387,848.78 | 272,557.00 | 0.00 | | Interfund Transfers Totals: | 0.00 | 361,316.00 | 361,316.00 | 0.00 | 0.00 |
| 316,721.30 | 422,930.65 | 308,157.00 | 0.00 | | REVENUES TOTALS: | 0.00 | 362,316.00 | 362,316.00 | 0.00 | 0.00 |
| 72,893.09 | 70,858.73 | 76,900.00 | 0.00 | E10 1041-1000-5000 | Personnel Services Salaries and Wages | 1.50 | 78,735.00 | 78,735.00 | 0.00 | 0.00 |
| 39,229.81 | 41,212.57 | 41,459.00 | 0.00 | 1041-1000-5001 | Elected Official Compensation | 0.60 | 41,433.00 | 41,433.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1041-1000-5011 | Overtime | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| 2015 Actual | 2016 Actual | 2017 Adopted | 2017 Estimated | Account | Description | FTE | 2018 Requested | 2018 Proposed | 2018 Approved | 2018 Adopted |
|----------------|----------------|-----------------|-------------------|----------------|-----------------------------------|------|-------------------|------------------|------------------|-----------------|
| 8,272.90 | 8,131.87 | 9,054.00 | 0.00 | 1041-1000-5110 | FICA | 0.00 | 9,193.00 | 9,193.00 | 0.00 | 0.00 |
| 77.45 | 72.24 | 72.00 | 0.00 | 1041-1000-5120 | Workmans Compensation Tax | 0.00 | 72.00 | 72.00 | 0.00 | 0.00 |
| 11,550.74 | 12,209.70 | 25,326.00 | 0.00 | 1041-1000-5130 | Medical Insurance | 0.00 | 28,098.00 | 28,098.00 | 0.00 | 0.00 |
| 3,500.00 | 4,500.00 | 0.00 | 0.00 | 1041-1000-5131 | VEBA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80.75 | 55.66 | 56.00 | 0.00 | 1041-1000-5133 | Life Insurance | 0.00 | 56.00 | 56.00 | 0.00 | 0.00 |
| 55.12 | 274.45 | 275.00 | 0.00 | 1041-1000-5134 | Short Term Disability | 0.00 | 198.00 | 198.00 | 0.00 | 0.00 |
| 17,409.63 | 18,343.35 | 18,760.00 | 0.00 | 1041-1000-5140 | Retirement - General | 0.00 | 19,068.00 | 19,068.00 | 0.00 | 0.00 |
| 153,069.49 | 155,658.57 | 171,902.00 | 0.00 | | Personnel Services Totals: | 2.10 | 176,853.00 | 176,853.00 | 0.00 | 0.00 |
| | | | | E11 | Interdepartmental Charges | | | | | |
| 1,275.52 | 1,238.40 | 1,153.00 | 0.00 | 1041-1000-5156 | Unemployment Compensation | 0.00 | 394.00 | 394.00 | 0.00 | 0.00 |
| 2,108.01 | 2,201.50 | 2,367.00 | 0.00 | 1041-1000-5157 | Workmans Compensation | 0.00 | 2,103.00 | 2,103.00 | 0.00 | 0.00 |
| 3,383.53 | 3,439.90 | 3,520.00 | 0.00 | | Interdepartmental Charges Totals: | 0.00 | 2,497.00 | 2,497.00 | 0.00 | 0.00 |
| | | | | E20 | Material and Services | | | | | |
| 0.00 | 0.00 | 0.00 | 0.00 | 1041-1000-6200 | Contract Services | 0.00 | 7,000.00 | 7,000.00 | 0.00 | 0.00 |
| 13,643.69 | 10,748.81 | 0.00 | 0.00 | 1041-1000-6201 | Fees for Service | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1,373.76 | 2,096.75 | 1,000.00 | 0.00 | 1041-1000-6203 | Legal Notice Publish | 0.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1041-1000-6204 | Maintenance Contracts | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 456.00 | 333.00 | 300.00 | 0.00 | 1041-1000-6205 | Shredding Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 40.00 | 26,406.00 | 0.00 | 1041-1000-6232 | Software Support | 0.00 | 28,000.00 | 28,000.00 | 0.00 | 0.00 |
| 15,425.66 | 29,948.76 | 0.00 | 0.00 | 1041-1000-6232 | Hardware Maintenance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 425.00 | 625.00 | 700.00 | 0.00 | 1041-1000-6310 | Dues | 0.00 | 700.00 | 700.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1041-1000-6310 | Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2,042.05 | 74,800.00 | 0.00 | 0.00 | 1041-1000-6331 | Computer Software | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 11,500.81 | 0.00 | 0.00 | 1041-1000-6332 | Computer Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1,699.00 | 0.00 | 0.00 | 0.00 | 1041-1000-6517 | Refunds | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 24.00 | 0.00 | 0.00 | 0.00 | 1041-1000-6531 | Equipment Rent | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 143.04 | 2,331.90 | 792.00 | 0.00 | 1041-1000-6600 | Supplies - Office | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 39,991.60 | 41,590.60 | 25,000.00 | 0.00 | 1041-1000-6601 | Supplies - Other | 0.00 | 50,000.00 | 50,000.00 | 0.00 | 0.00 |
| 355.13 | 388.77 | 200.00 | 0.00 | 1041-1000-6602 | Copier Maint & Supplies | 0.00 | 250.00 | 250.00 | 0.00 | 0.00 |
| 14,197.90 | 10,784.66 | 15,000.00 | 0.00 | 1041-1000-6603 | Postage | 0.00 | 10,000.00 | 10,000.00 | 0.00 | 0.00 |
| 0.00 | 811.12 | 0.00 | 0.00 | 1041-1000-6605 | Printing | 0.00 | 20,000.00 | 20,000.00 | 0.00 | 0.00 |
| 0.00 | 7,555.40 | 3,500.00 | 0.00 | 1041-1000-6700 | Travel & Training | 0.00 | 3,500.00 | 3,500.00 | 0.00 | 0.00 |

| 2015 Actual | 2016 Actual | 2017 Adopted | 2017 Estimated | Account | Description | FTE | 2018 Requested | 2018 Proposed | 2018 Approved | 2018 Adopted |
|----------------|----------------|-----------------|-------------------|----------------|-----------------------------------|--------|-------------------|------------------|------------------|-----------------|
| 1,680.64 | 0.00 | 0.00 | 0.00 | 1041-1000-6701 | Mgmt Travel & Training | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1041-1000-6702 | Staff Travel & Training | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1,263.91 | 1,371.67 | 1,000.00 | 0.00 | 1041-1000-6755 | Telephone | 0.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| 92,721.38 | 194,927.25 | 73,898.00 | 0.00 | | Material and Services Totals: | 0.00 | 121,450.00 | 121,450.00 | 0.00 | 0.00 |
| | | | | E21 | Interdepartmental Charges | | | | | |
| 29,687.00 | 26,809.00 | 30,870.00 | 0.00 | 1041-1000-6990 | Internal Services | 0.00 | 33,641.00 | 33,641.00 | 0.00 | 0.00 |
| 16,963.00 | 16,761.00 | 16,830.00 | 0.00 | 1041-1000-6991 | Facility Services | 0.00 | 16,843.00 | 16,843.00 | 0.00 | 0.00 |
| 2,244.00 | 2,310.00 | 4,654.00 | 0.00 | 1041-1000-6992 | Tech Maint Hardware Chg | 0.00 | 4,125.00 | 4,125.00 | 0.00 | 0.00 |
| 1,359.00 | 1,187.00 | 1,250.00 | 0.00 | 1041-1000-6993 | Tech Maint User Chg | 0.00 | 1,162.00 | 1,162.00 | 0.00 | 0.00 |
| 950.00 | 908.00 | 367.00 | 0.00 | 1041-1000-6994 | Risk Management | 0.00 | 753.00 | 753.00 | 0.00 | 0.00 |
| 1,778.00 | 1,784.00 | 1,666.00 | 0.00 | 1041-1000-6995 | Insurance Liability | 0.00 | 1,492.00 | 1,492.00 | 0.00 | 0.00 |
| 482.58 | 377.24 | 200.00 | 0.00 | 1041-1000-6999 | Office Supplies - Internal | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 4,013.32 | 3,545.77 | 3,000.00 | 0.00 | 1041-1000-6999 | Postage - Internal | 0.00 | 3,000.00 | 3,000.00 | 0.00 | 0.00 |
| 70.00 | 0.00 | 0.00 | 0.00 | 1041-1000-6999 | Tech Supplies - Internal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 57,546.90 | 53,682.01 | 58,837.00 | 0.00 | | Interdepartmental Charges Totals: | 0.00 | 61,516.00 | 61,516.00 | 0.00 | 0.00 |
| | | | | E30 | Capital Outlay | | | | | |
| 0.00 | 15,222.92 | 0.00 | 0.00 | 1041-1000-7003 | Computer Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 15,222.92 | 0.00 | 0.00 | | Capital Outlay Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | E70 | Interfund Transfers | | | | | |
| 10,000.00 | 0.00 | 0.00 | 0.00 | 1041-1000-9003 | Trans - Equipment Reserve | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10,000.00 | 0.00 | 0.00 | 0.00 | | Interfund Transfers Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 316,721.30 | 422,930.65 | 308,157.00 | 0.00 | | EXPENDITURES TOTALS: | 2.10 | 362,316.00 | 362,316.00 | 0.00 | 0.00 |
| 316,721.30 | 422,930.65 | 308,157.00 | 0.00 | | DEPARTMENT REVENUES | 0.00 | 362,316.00 | 362,316.00 | 0.00 | 0.00 |
| 316,721.30 | 422,930.65 | 308,157.00 | 0.00 | | DEPARTMENT EXPENSES | 2.10 | 362,316.00 | 362,316.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | | Clerk Totals: | (2.10) | 0.00 | 0.00 | 0.00 | 0.00 |
| 316,721.30 | 422,930.65 | 308,157.00 | 0.00 | | FUND REVENUES | 0.00 | 362,316.00 | 362,316.00 | 0.00 | 0.00 |

| 2015 Actual | 2016 Actual | 2017 Adopted | 2017 Estimated | Account | Description | FTE | 2018 Requested | 2018 Proposed | 2018 Approved | 2018 Adopted |
|----------------|----------------|-----------------|-------------------|---------|----------------------|--------|-------------------|------------------|------------------|-----------------|
| 316,721.30 | 422,930.65 | 308,157.00 | 0.00 | | FUND EXPENSES | 2.10 | 362,316.00 | 362,316.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | | General Fund Totals: | (2.10) | 0.00 | 0.00 | 0.00 | 0.00 |
| 316,721.30 | 422,930.65 | 308,157.00 | 0.00 | | REPORT REVENUES | 0.00 | 362,316.00 | 362,316.00 | 0.00 | 0.00 |
| 316,721.30 | 422,930.65 | 308,157.00 | 0.00 | | REPORT EXPENSES | 2.10 | 362,316.00 | 362,316.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | | REPORT TOTALS: | (2.10) | 0.00 | 0.00 | 0.00 | 0.00 |

General Ledger

Budget Analysis

User: vnoel
 Printed: 03/17/2017 - 11:08AM
 Fiscal Year: 2018



| 2015 Actual | 2016 Actual | 2017 Adopted | 2017 Estimated | Account | Description | FTE | 2018 Requested | 2018 Proposed | 2018 Approved | 2018 Adopted |
|----------------|----------------|-----------------|-------------------|----------------|------------------------------------|------|-------------------|------------------|------------------|-----------------|
| | | | | 1000 | General Fund | | | | | |
| | | | | 1040 | Clerk | | | | | |
| | | | | R20 | Licenses, Fees and Permits | | | | | |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-4100 | Fees, Licenses and Permits | 0.00 | 275,000.00 | 275,000.00 | 0.00 | 0.00 |
| 454.00 | 70.00 | 40.00 | 0.00 | 1042-1000-4101 | Fees - NSF Check | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-4113 | Fees - Recording | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 9,740.00 | 9,500.00 | 10,000.00 | 0.00 | 1042-1000-4114 | Licenses - Marriage | 0.00 | 10,000.00 | 10,000.00 | 0.00 | 0.00 |
| 301,468.97 | 329,481.41 | 273,147.00 | 0.00 | 1042-1000-4114 | Fees - Clerk General | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| (65.75) | (2,905.31) | 0.00 | 0.00 | 1042-1000-4114 | Recording Debit Holding | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-4116 | Fees - Surveyor | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 311,597.22 | 336,146.10 | 283,187.00 | 0.00 | | Licenses, Fees and Permits Totals: | 0.00 | 285,000.00 | 285,000.00 | 0.00 | 0.00 |
| | | | | R30 | Charges for Service | | | | | |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-4300 | Charges for Service | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-4313 | Fees - Tax Office | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 12,515.25 | 11,062.75 | 10,000.00 | 0.00 | 1042-1000-4314 | Fees - Lien Docket | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 13,000.00 | 12,725.00 | 10,000.00 | 0.00 | 1042-1000-4314 | Passports | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-4314 | Reimb - Election | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 25,515.25 | 23,787.75 | 20,000.00 | 0.00 | | Charges for Service Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | R31 | Interdepartmental Charges | | | | | |
| 1,239.00 | 1,609.50 | 1,000.00 | 0.00 | 1042-1000-4398 | Fees - Internal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1,239.00 | 1,609.50 | 1,000.00 | 0.00 | | Interdepartmental Charges Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | R40 | Other Local Revenue | | | | | |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-4400 | Miscellaneous | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | | Other Local Revenue Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | R51 | State of Oregon | | | | | |

| 2015 Actual | 2016 Actual | 2017 Adopted | 2017 Estimated | Account | Description | FTE | 2018 Requested | 2018 Proposed | 2018 Approved | 2018 Adopted |
|----------------|----------------|-----------------|-------------------|----------------|-----------------------------------|------|-------------------|------------------|------------------|-----------------|
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-4500 | Grants - State | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2,223.68 | 2,812.12 | 2,686.00 | 0.00 | 1042-1000-4501 | A&T Grant | 0.00 | 0.00 | 3,396.00 | 0.00 | 0.00 |
| 2,223.68 | 2,812.12 | 2,686.00 | 0.00 | | State of Oregon Totals: | 0.00 | 0.00 | 3,396.00 | 0.00 | 0.00 |
| | | | | R70 | Interfund Transfers | | | | | |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-4900 | Trans - General Non Dept | 0.00 | 13,747.00 | 10,351.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-4913 | Trans - Property Sales | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 41,000.00 | 82,000.00 | 0.00 | 0.00 | 1042-1000-4914 | Trans - Clerk | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-4916 | Trans - Surveyor | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 41,000.00 | 82,000.00 | 0.00 | 0.00 | | Interfund Transfers Totals: | 0.00 | 13,747.00 | 10,351.00 | 0.00 | 0.00 |
| 381,575.15 | 446,355.47 | 306,873.00 | 0.00 | | REVENUES TOTALS: | 0.00 | 298,747.00 | 298,747.00 | 0.00 | 0.00 |
| | | | | E10 | Personnel Services | | | | | |
| 98,882.66 | 95,409.84 | 98,489.00 | 0.00 | 1042-1000-5000 | Salaries and Wages | 2.61 | 106,095.00 | 106,095.00 | 0.00 | 0.00 |
| 26,153.27 | 27,474.15 | 27,640.00 | 0.00 | 1042-1000-5001 | Elected Official Compensation | 0.40 | 27,622.00 | 27,622.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-5011 | Overtime | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 9,102.02 | 9,026.79 | 9,649.00 | 0.00 | 1042-1000-5110 | FICA | 0.00 | 10,229.00 | 10,229.00 | 0.00 | 0.00 |
| 91.24 | 91.52 | 100.00 | 0.00 | 1042-1000-5120 | Workmans Compensation Tax | 0.00 | 103.00 | 103.00 | 0.00 | 0.00 |
| 19,928.88 | 20,173.12 | 34,974.00 | 0.00 | 1042-1000-5130 | Medical Insurance | 0.00 | 38,802.00 | 38,802.00 | 0.00 | 0.00 |
| 3,520.84 | 4,687.50 | 0.00 | 0.00 | 1042-1000-5131 | VEBA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80.80 | 59.54 | 59.00 | 0.00 | 1042-1000-5133 | Life Insurance | 0.00 | 59.00 | 59.00 | 0.00 | 0.00 |
| 87.78 | 457.55 | 457.00 | 0.00 | 1042-1000-5134 | Short Term Disability | 0.00 | 345.00 | 345.00 | 0.00 | 0.00 |
| 20,639.29 | 20,868.37 | 21,442.00 | 0.00 | 1042-1000-5140 | Retirement - General | 0.00 | 22,000.00 | 22,000.00 | 0.00 | 0.00 |
| 178,486.78 | 178,248.38 | 192,810.00 | 0.00 | | Personnel Services Totals: | 3.01 | 205,255.00 | 205,255.00 | 0.00 | 0.00 |
| | | | | E11 | Interdepartmental Charges | | | | | |
| 1,730.57 | 1,669.17 | 1,478.00 | 0.00 | 1042-1000-5156 | Unemployment Compensation | 0.00 | 530.00 | 530.00 | 0.00 | 0.00 |
| 2,536.08 | 2,428.96 | 2,523.00 | 0.00 | 1042-1000-5157 | Workmans Compensation | 0.00 | 2,340.00 | 2,340.00 | 0.00 | 0.00 |
| 4,266.65 | 4,098.13 | 4,001.00 | 0.00 | | Interdepartmental Charges Totals: | 0.00 | 2,870.00 | 2,870.00 | 0.00 | 0.00 |
| | | | | E20 | Material and Services | | | | | |
| 0.00 | 90.80 | 0.00 | 0.00 | 1042-1000-6120 | Committee Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-6200 | Contract Services | 0.00 | 5,000.00 | 5,000.00 | 0.00 | 0.00 |
| 0.00 | 51.30 | 4,000.00 | 0.00 | 1042-1000-6201 | Fees for Service | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 102.33 | 0.00 | 0.00 | 0.00 | 1042-1000-6203 | Legal Notice Publish | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| 2015 Actual | 2016 Actual | 2017 Adopted | 2017 Estimated | Account | Description | FTE | 2018 Requested | 2018 Proposed | 2018 Approved | 2018 Adopted |
|----------------|----------------|-----------------|-------------------|----------------|-------------------------------|------|-------------------|------------------|------------------|-----------------|
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-6204 | Maintenance Contracts | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 4,426.00 | 5,742.00 | 5,000.00 | 0.00 | 1042-1000-6222 | Book Restoration | 0.00 | 5,000.00 | 5,000.00 | 0.00 | 0.00 |
| 1,724.81 | 2,679.97 | 3,000.00 | 0.00 | 1042-1000-6222 | Microfilm or Microfiche | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 13,440.00 | 14,112.00 | 15,000.00 | 0.00 | 1042-1000-6232 | Software Support | 0.00 | 15,000.00 | 15,000.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-6232 | Hardware Maintenance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 292.50 | 235.00 | 900.00 | 0.00 | 1042-1000-6310 | Dues | 0.00 | 900.00 | 900.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-6310 | Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-6331 | Computer Software | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 131.27 | 0.00 | 500.00 | 0.00 | 1042-1000-6332 | Computer Equipment | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 154.70 | 0.00 | 100.00 | 0.00 | 1042-1000-6410 | Board of Equalization | 0.00 | 200.00 | 200.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-6530 | Rent | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 64.00 | 96.00 | 0.00 | 0.00 | 1042-1000-6531 | Equipment Rent | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 303.05 | 1,252.95 | 1,002.00 | 0.00 | 1042-1000-6600 | Supplies - Office | 0.00 | 100.00 | 100.00 | 0.00 | 0.00 |
| 0.00 | 163.35 | 0.00 | 0.00 | 1042-1000-6601 | Supplies - Other | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 355.09 | 388.78 | 400.00 | 0.00 | 1042-1000-6602 | Copier Maint & Supplies | 0.00 | 400.00 | 400.00 | 0.00 | 0.00 |
| 0.00 | 925.00 | 1,000.00 | 0.00 | 1042-1000-6603 | Postage | 0.00 | 50.00 | 50.00 | 0.00 | 0.00 |
| 0.00 | 1,590.57 | 1,500.00 | 0.00 | 1042-1000-6700 | Travel & Training | 0.00 | 2,500.00 | 2,500.00 | 0.00 | 0.00 |
| 1,013.59 | 0.00 | 0.00 | 0.00 | 1042-1000-6701 | Mgmt Travel & Training | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 308.75 | 0.00 | 0.00 | 0.00 | 1042-1000-6702 | Staff Travel & Training | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1,263.87 | 1,371.63 | 1,000.00 | 0.00 | 1042-1000-6755 | Telephone | 0.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| 23,579.96 | 28,699.35 | 33,402.00 | 0.00 | | Material and Services Totals: | 0.00 | 30,650.00 | 30,650.00 | 0.00 | 0.00 |
| | | | | E21 | Interdepartmental Charges | | | | | |
| 29,687.00 | 26,809.00 | 30,871.00 | 0.00 | 1042-1000-6990 | Internal Services | 0.00 | 33,641.00 | 33,641.00 | 0.00 | 0.00 |
| 16,964.00 | 16,761.00 | 16,830.00 | 0.00 | 1042-1000-6991 | Facility Services | 0.00 | 16,843.00 | 16,843.00 | 0.00 | 0.00 |
| 6,904.00 | 6,928.00 | 4,654.00 | 0.00 | 1042-1000-6992 | Tech Maint Hardware Chg | 0.00 | 3,000.00 | 3,000.00 | 0.00 | 0.00 |
| 1,359.00 | 1,188.00 | 1,250.00 | 0.00 | 1042-1000-6993 | Tech Maint User Chg | 0.00 | 1,743.00 | 1,743.00 | 0.00 | 0.00 |
| 950.00 | 908.00 | 367.00 | 0.00 | 1042-1000-6994 | Risk Management | 0.00 | 753.00 | 753.00 | 0.00 | 0.00 |
| 1,778.00 | 1,784.00 | 1,666.00 | 0.00 | 1042-1000-6995 | Insurance Liability | 0.00 | 1,492.00 | 1,492.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-6997 | Insurance Work Comp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1,291.09 | 1,449.87 | 1,000.00 | 0.00 | 1042-1000-6999 | Office Supplies - Internal | 0.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| 2,513.72 | 1,955.49 | 1,000.00 | 0.00 | 1042-1000-6999 | Postage - Internal | 0.00 | 1,500.00 | 1,500.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-6999 | Tech Supplies - Internal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| 2015 Actual | 2016 Actual | 2017 Adopted | 2017 Estimated | Account | Description | FTE | 2018 Requested | 2018 Proposed | 2018 Approved | 2018 Adopted |
|----------------|----------------|-----------------|-------------------|----------------|-----------------------------------|--------|-------------------|------------------|------------------|-----------------|
| 61,446.81 | 57,783.36 | 57,638.00 | 0.00 | | Interdepartmental Charges Totals: | 0.00 | 59,972.00 | 59,972.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | E41 | Interdepartmental Charges | | | | | |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-8801 | Interfund Loan Principal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | 1042-1000-8802 | Interfund Loan Interest | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | | Interdepartmental Charges Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 41,000.00 | 0.00 | 0.00 | 0.00 | E70 | Interfund Transfers | | | | | |
| 72,794.95 | 177,526.25 | 19,022.00 | 0.00 | 1042-1000-9003 | Trans - Equipment Reserve | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | 1042-1000-9014 | Trans - Clerk | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 113,794.95 | 177,526.25 | 19,022.00 | 0.00 | | Interfund Transfers Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 381,575.15 | 446,355.47 | 306,873.00 | 0.00 | | EXPENDITURES TOTALS: | 3.01 | 298,747.00 | 298,747.00 | 0.00 | 0.00 |
| 381,575.15 | 446,355.47 | 306,873.00 | 0.00 | | DEPARTMENT REVENUES | 0.00 | 298,747.00 | 298,747.00 | 0.00 | 0.00 |
| 381,575.15 | 446,355.47 | 306,873.00 | 0.00 | | DEPARTMENT EXPENSES | 3.01 | 298,747.00 | 298,747.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | | Clerk Totals: | (3.01) | 0.00 | 0.00 | 0.00 | 0.00 |
| 381,575.15 | 446,355.47 | 306,873.00 | 0.00 | | FUND REVENUES | 0.00 | 298,747.00 | 298,747.00 | 0.00 | 0.00 |
| 381,575.15 | 446,355.47 | 306,873.00 | 0.00 | | FUND EXPENSES | 3.01 | 298,747.00 | 298,747.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | | General Fund Totals: | (3.01) | 0.00 | 0.00 | 0.00 | 0.00 |
| 381,575.15 | 446,355.47 | 306,873.00 | 0.00 | | REPORT REVENUES | 0.00 | 298,747.00 | 298,747.00 | 0.00 | 0.00 |
| | | | | | | | | | | |
| | | | | | | | | | | |
| 381,575.15 | 446,355.47 | 306,873.00 | 0.00 | | REPORT EXPENSES | 3.01 | 298,747.00 | 298,747.00 | 0.00 | 0.00 |
| | | | | | | | | | | |
| | | | | | | | | | | |
| 0.00 | 0.00 | 0.00 | 0.00 | | REPORT TOTALS: | (3.01) | 0.00 | 0.00 | 0.00 | 0.00 |

General Ledger

Budget Analysis

User: vnoel
 Printed: 03/17/2017 - 11:08AM
 Fiscal Year: 2018



| 2015 Actual | 2016 Actual | 2017 Adopted | 2017 Estimated | Account | Description | FTE | 2018 Requested | 2018 Proposed | 2018 Approved | 2018 Adopted |
|----------------|----------------|-----------------|-------------------|----------------|------------------------------------|------|-------------------|------------------|------------------|-----------------|
| | | | | 2140 | Clerk - Storage | | | | | |
| | | | | 1040 | Clerk | | | | | |
| | | | | R20 | Licenses, Fees and Permits | | | | | |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-4100 | Fees, Licenses and Permits | 0.00 | 14,000.00 | 14,000.00 | 0.00 | 0.00 |
| 21,361.19 | 21,688.00 | 14,000.00 | 0.00 | 1042-1000-4113 | Fees - Recording | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 21,361.19 | 21,688.00 | 14,000.00 | 0.00 | | Licenses, Fees and Permits Totals: | 0.00 | 14,000.00 | 14,000.00 | 0.00 | 0.00 |
| | | | | R31 | Interdepartmental Charges | | | | | |
| 458.81 | 700.25 | 0.00 | 0.00 | 1042-1000-4398 | Fees - Internal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 458.81 | 700.25 | 0.00 | 0.00 | | Interdepartmental Charges Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | R40 | Other Local Revenue | | | | | |
| 147.00 | 114.00 | 0.00 | 0.00 | 1042-1000-4400 | Miscellaneous | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 147.00 | 114.00 | 0.00 | 0.00 | | Other Local Revenue Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | R41 | Interest | | | | | |
| 432.44 | 561.15 | 0.00 | 0.00 | 1042-1000-4495 | Investments - Interest On | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 432.44 | 561.15 | 0.00 | 0.00 | | Interest Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | R70 | Interfund Transfers | | | | | |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-4916 | Trans - Surveyor | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | | Interfund Transfers Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | R90 | Fund Balances | | | | | |
| 142,635.42 | 129,034.86 | 91,308.00 | 0.00 | 1042-1000-4995 | Beginning Fund Balance | 0.00 | 105,308.00 | 105,308.00 | 0.00 | 0.00 |
| 142,635.42 | 129,034.86 | 91,308.00 | 0.00 | | Fund Balances Totals: | 0.00 | 105,308.00 | 105,308.00 | 0.00 | 0.00 |
| 165,034.86 | 152,098.26 | 105,308.00 | 0.00 | | REVENUES TOTALS: | 0.00 | 119,308.00 | 119,308.00 | 0.00 | 0.00 |
| | | | | E20 | Material and Services | | | | | |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-6330 | Office Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| 2015 Actual | 2016 Actual | 2017 Adopted | 2017 Estimated | Account | Description | FTE | 2018 Requested | 2018 Proposed | 2018 Approved | 2018 Adopted |
|----------------|----------------|-----------------|-------------------|----------------|-----------------------------------|------|-------------------|------------------|------------------|-----------------|
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-6332 | Computer Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-6600 | Supplies - Office | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | | Material and Services Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | E30 | Capital Outlay | | | | | |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-7000 | Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-7003 | Computer Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-7004 | Computer Software | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | | Capital Outlay Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 36,000.00 | 77,000.00 | 0.00 | 0.00 | E70 | Interfund Transfers | | | | | |
| | | | | 1042-1000-9014 | Trans - Clerk | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 36,000.00 | 77,000.00 | 0.00 | 0.00 | | Interfund Transfers Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 105,308.00 | 0.00 | E81 | Fund Balance & Reserves | | | | | |
| | | | | 1042-1000-9900 | Reserve Future Expenditures | 0.00 | 119,308.00 | 119,308.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 105,308.00 | 0.00 | | Fund Balance & Reserves Totals: | 0.00 | 119,308.00 | 119,308.00 | 0.00 | 0.00 |
| 129,034.86 | 75,098.26 | 0.00 | 0.00 | E90 | Unappropriated Fund Balance | | | | | |
| | | | | 1042-1000-9990 | Unappropriated Fund Balance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 129,034.86 | 75,098.26 | 0.00 | 0.00 | | Unappropriated Fund Balance Total | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 165,034.86 | 152,098.26 | 105,308.00 | 0.00 | | EXPENDITURES TOTALS: | 0.00 | 119,308.00 | 119,308.00 | 0.00 | 0.00 |
| 165,034.86 | 152,098.26 | 105,308.00 | 0.00 | | DEPARTMENT REVENUES | 0.00 | 119,308.00 | 119,308.00 | 0.00 | 0.00 |
| 165,034.86 | 152,098.26 | 105,308.00 | 0.00 | | DEPARTMENT EXPENSES | 0.00 | 119,308.00 | 119,308.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | | Clerk Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 165,034.86 | 152,098.26 | 105,308.00 | 0.00 | | FUND REVENUES | 0.00 | 119,308.00 | 119,308.00 | 0.00 | 0.00 |
| 165,034.86 | 152,098.26 | 105,308.00 | 0.00 | | FUND EXPENSES | 0.00 | 119,308.00 | 119,308.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | | Clerk - Storage Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| 2015 Actual | 2016 Actual | 2017 Adopted | 2017 Estimated | Account | Description | FTE | 2018 Requested | 2018 Proposed | 2018 Approved | 2018 Adopted |
|----------------|----------------|-----------------|-------------------|---------|-----------------|------|-------------------|------------------|------------------|-----------------|
| 165,034.86 | 152,098.26 | 105,308.00 | 0.00 | | REPORT REVENUES | 0.00 | 119,308.00 | 119,308.00 | 0.00 | 0.00 |
| 165,034.86 | 152,098.26 | 105,308.00 | 0.00 | | REPORT EXPENSES | 0.00 | 119,308.00 | 119,308.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | | REPORT TOTALS: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

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General Ledger

Budget Analysis

User: vnoel
 Printed: 03/17/2017 - 11:08AM
 Fiscal Year: 2018



| 2015 Actual | 2016 Actual | 2017 Adopted | 2017 Estimated | Account | Description | FTE | 2018 Requested | 2018 Proposed | 2018 Approved | 2018 Adopted |
|----------------|----------------|-----------------|-------------------|----------------|------------------------------------|------|-------------------|------------------|------------------|-----------------|
| | | | | 2141 | Clerk - Overpay Refunds | | | | | |
| | | | | 1040 | Clerk | | | | | |
| | | | | R20 | Licenses, Fees and Permits | | | | | |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-4100 | Fees, Licenses and Permits | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 637.25 | 623.50 | 500.00 | 0.00 | 1042-1000-4113 | Fees - Recording | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 637.25 | 623.50 | 500.00 | 0.00 | | Licenses, Fees and Permits Totals: | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| | | | | R40 | Other Local Revenue | | | | | |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-4400 | Miscellaneous | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | | Other Local Revenue Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | R41 | Interest | | | | | |
| 32.18 | 18.49 | 0.00 | 0.00 | 1042-1000-4495 | Investments - Interest On | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 32.18 | 18.49 | 0.00 | 0.00 | | Interest Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | R90 | Fund Balances | | | | | |
| 11,348.49 | 6,425.92 | 7,126.00 | 0.00 | 1042-1000-4995 | Beginning Fund Balance | 0.00 | 7,626.00 | 7,626.00 | 0.00 | 0.00 |
| 11,348.49 | 6,425.92 | 7,126.00 | 0.00 | | Fund Balances Totals: | 0.00 | 7,626.00 | 7,626.00 | 0.00 | 0.00 |
| 12,017.92 | 7,067.91 | 7,626.00 | 0.00 | | REVENUES TOTALS: | 0.00 | 8,126.00 | 8,126.00 | 0.00 | 0.00 |
| | | | | E20 | Material and Services | | | | | |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-6501 | Operating Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 592.00 | 305.00 | 300.00 | 0.00 | 1042-1000-6517 | Refunds | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-6600 | Supplies - Office | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 592.00 | 305.00 | 300.00 | 0.00 | | Material and Services Totals: | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| | | | | E30 | Capital Outlay | | | | | |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-7000 | Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-7003 | Computer Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| 2015 Actual | 2016 Actual | 2017 Adopted | 2017 Estimated | Account | Description | FTE | 2018 Requested | 2018 Proposed | 2018 Approved | 2018 Adopted |
|----------------|----------------|-----------------|-------------------|----------------|-----------------------------------|------|-------------------|------------------|------------------|-----------------|
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-7004 | Computer Software | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | | Capital Outlay Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 5,000.00 | 5,000.00 | 0.00 | 0.00 | E70 | Interfund Transfers | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | 1042-1000-9014 | Trans - Clerk | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 5,000.00 | 5,000.00 | 0.00 | 0.00 | | Interfund Transfers Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 7,326.00 | 0.00 | E81 | Fund Balance & Reserves | 0.00 | 7,626.00 | 7,626.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-9900 | Reserve Future Expenditures | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | 1042-1000-9910 | Reserve Capital Outlay | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 7,326.00 | 0.00 | | Fund Balance & Reserves Totals: | 0.00 | 7,626.00 | 7,626.00 | 0.00 | 0.00 |
| 6,425.92 | 1,762.91 | 0.00 | 0.00 | E90 | Unappropriated Fund Balance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | 1042-1000-9990 | Unappropriated Fund Balance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 6,425.92 | 1,762.91 | 0.00 | 0.00 | | Unappropriated Fund Balance Total | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 12,017.92 | 7,067.91 | 7,626.00 | 0.00 | | EXPENDITURES TOTALS: | 0.00 | 8,126.00 | 8,126.00 | 0.00 | 0.00 |
| 12,017.92 | 7,067.91 | 7,626.00 | 0.00 | | DEPARTMENT REVENUES | 0.00 | 8,126.00 | 8,126.00 | 0.00 | 0.00 |
| 12,017.92 | 7,067.91 | 7,626.00 | 0.00 | | DEPARTMENT EXPENSES | 0.00 | 8,126.00 | 8,126.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | | Clerk Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 12,017.92 | 7,067.91 | 7,626.00 | 0.00 | | FUND REVENUES | 0.00 | 8,126.00 | 8,126.00 | 0.00 | 0.00 |
| 12,017.92 | 7,067.91 | 7,626.00 | 0.00 | | FUND EXPENSES | 0.00 | 8,126.00 | 8,126.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | | Clerk - Overpay Refunds Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| 2015 Actual | 2016 Actual | 2017 Adopted | 2017 Estimated | Account | Description | FTE | 2018 Requested | 2018 Proposed | 2018 Approved | 2018 Adopted |
|----------------|----------------|-----------------|-------------------|---------|-----------------|------|-------------------|------------------|------------------|-----------------|
| 12,017.92 | 7,067.91 | 7,626.00 | 0.00 | | REPORT REVENUES | 0.00 | 8,126.00 | 8,126.00 | 0.00 | 0.00 |
| 12,017.92 | 7,067.91 | 7,626.00 | 0.00 | | REPORT EXPENSES | 0.00 | 8,126.00 | 8,126.00 | 0.00 | 0.00 |
| 0.00 | 0.00 | 0.00 | 0.00 | | REPORT TOTALS: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

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