Department Mission:

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

Mandated Services:

- **Conduct elections in the county**--including federal, state, county, incorporated cities, and special district elections (ORS 246.200)

  The conduct of elections includes:

  - Registering all individuals who properly submit a voter registration card
  - Maintaining the voter register & address library
  - Establishing precincts
  - Preparing ballots
  - Mailing ballots to all qualified electors
  - Receiving and processing voted ballots
  - Certifying election results
  - Accepting and verifying, for statutory and constitutional requirements, candidate nomination and measure petition filings

- **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 a piece of property (ORS 205.130). We also record and provide certified copies of Military Discharge Papers (DD 214s) at no charge.

  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) are entered into the electronic index for future retrieval of the document. All recorded documents are scanned into our electronic system and microfilm is produced for required archival storage.

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

- **Issue Marriage Licenses & Filing Domestic Partnerships** (ORS 106.041 & 106.325)
Self-Imposed Services:

- **Act as a United States Passport Agent**

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

  A report following a September 2010 audit 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.*”  I feel that it is a worthwhile service to continue to provide, as at this time the revenue exceeds the postage and processing costs involved.

- **Notary**

  In 2011 we implemented a fee of $10 per notarization (maximum allowed by statute) and provide notary services for the general public. This is another service that is helpful to the public and has not required any additional FTEs.

- **Perform Wedding Ceremonies**

  I began performing wedding ceremonies in 2011. This is a service for which we charge $100—the amount set in statute. There is completion of paperwork involved, but my staff and I have been able to work it around our other duties.

**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 to increase efficiency and cost-effectiveness. We will continue to watch the development and challenges to e-recording and, when appropriate, implement e-recording in Klamath County.

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. A recent legislative session had over 100 election-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:

### Fiscal Year 7/1/10-6/30/11

<table>
<thead>
<tr>
<th>Number</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>17,406</td>
<td>Real Property Recordings (every document is numbered, scanned and indexed by type of document, parties involved, and legal description)</td>
</tr>
<tr>
<td>52,418</td>
<td>Pages in Recorded Documents</td>
</tr>
<tr>
<td>457</td>
<td>Marriage Licenses &amp; Domestic Partnerships (much time is also spent answering questions from customers at the counter and on the phone about license requirements)</td>
</tr>
<tr>
<td>3,463</td>
<td>Voter Registration Cards Received Updating Information (after updating the information, postcards are mailed to every voter showing the updates)</td>
</tr>
<tr>
<td>1,493</td>
<td>New Voter Registrations (after entering and verifying each new voter, postcards are mailed to the elector)</td>
</tr>
<tr>
<td>1521</td>
<td>Number of Voters Moved to Inactive Status (processing of undeliverable ballots and individual voter notices)</td>
</tr>
<tr>
<td>1300</td>
<td>Number of Voters Moved to Cancelled Status (processing of death notices and notices received from other states)</td>
</tr>
<tr>
<td>7</td>
<td>Property Tax Appeals Hearings (many more were handled and settled prior to the hearing)</td>
</tr>
<tr>
<td>41</td>
<td>Special Districts (we conduct the elections for these districts, for both tax levies and director positions)</td>
</tr>
<tr>
<td>5</td>
<td>Incorporated Cities for which we administer elections</td>
</tr>
<tr>
<td>177</td>
<td>Notarizations Performed</td>
</tr>
<tr>
<td>248</td>
<td>Passports Processed (with no additional FTEs required as noted above)</td>
</tr>
<tr>
<td>7</td>
<td>Number of Entities Provided Daily Digital Images of Recorded Documents (generates revenue of $21,000 annually)</td>
</tr>
</tbody>
</table>
Department: Clerk

FY 2013 Proposed Budget

Budget Overview:

To develop the Clerk’s budget each year, the number of known elections is first determined. Although there are four set election dates every year (March, May, September and 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 by 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 has decreased in the last several years, all related to the economy.

We provide digital images of the recorded documents daily to seven entities, so we are required to index the documents the same day as recording them. Up-to-date information is important to title companies and other interests, so that is the service we provide for the fees collected. The revenue we derive from providing the digital images is $250 per entity/$1,750 per month/$21,000 annually.

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 34,000+ voters—secrecy, outgoing and return), postage costs, and temporary election personnel for processing voted ballots. Election costs are not directly affected by the economy, and must be conducted on timelines set in statute.

Clerk Storage Fund, 9305-162-32191

ORS 205.320 directs that a fund 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” be established in every county. A percentage of the fee on most recorded documents is deposited into this account and can only be spent using the listed criteria.

Clerk Overpayment Fund, 9334-162-32191

In 2000 after conferring with county counsel, other counties, and the county finance director, a fund was established for depositing overpayments received with documents to record. A county policy was established that overpayments of $10 and more are automatically refunded. Overpayments of less than $10 are refunded upon written request of the payee. This allows us to record the documents in a timely manner, and not reject a document for overpayment.
<table>
<thead>
<tr>
<th>Revenue</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Election Reimbursement</strong></td>
<td>Increase in Election Reimbursement – two-year cycle with minimal reimbursement for General &amp; Primary Elections (even years) and more significant reimbursement for Special District Elections (odd years).</td>
<td></td>
</tr>
<tr>
<td></td>
<td>There is no reimbursement from the Federal or State 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.</td>
<td>FY 11-12 $2,500</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenses</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Personnel Services</strong></td>
<td>The Sr. Chief Office Deputy retired, and the position was left unfilled for three months to help balance the FY 11-12 budget. In October, the position was replaced with the lower paid position of Chief Office Deputy.</td>
<td>FY 11-12 $27,538</td>
</tr>
</tbody>
</table>
Department: Clerk FY 2013 Proposed Budget

Significant Changes:

The Clerk’s Office has had up to 7.6 FTEs since 2000. In 2004-05 we cut the number to 5.5. Unfortunately, because of a variety of factors (volume of real property recordings and type/number of elections) the cost of temporary election help that was required to administer the elections that year, off-set any savings realized from reducing FTEs. From 2005-2010, we operated with 6.0 FTEs, and that has been reduced to 5.0 FTEs (including the County Clerk) since 2011, the minimum number 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; however, the special district election in May, 2013, will be reimbursed by the districts.

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 2012-2013 fiscal year, there will be a November Presidential General Election and a May Special District Election.

Key Issues:

Microfilm to Digital Conversion In 2006 the Clerk’s Office partnered with the three local title companies to contract with a vendor to convert our microfilm to digital images. The resulting product was not satisfactory and payments to the original vendor were stopped. We have been working with a new vendor for over two years to correct and complete the project. The vendor has notified us that they expect to complete the project soon.

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 we have been able to restore, through the de-acidification and conservation process, four to ten books a year, 74 books total. As the remaining books continue to age (several hundred books), this will be an ongoing project.
### Requirements by Budgetary Category

<table>
<thead>
<tr>
<th>Category</th>
<th>2009-10 Actual</th>
<th>2010-11 Actual</th>
<th>2011-12 Budget</th>
<th>2012-13 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Personnel Services</strong></td>
<td>311,309</td>
<td>319,838</td>
<td>293,784</td>
<td>324,587</td>
</tr>
<tr>
<td><strong>Materials and Services</strong></td>
<td>236,103</td>
<td>237,317</td>
<td>224,797</td>
<td>230,727</td>
</tr>
<tr>
<td><strong>Debt Service</strong></td>
<td>2,226</td>
<td>743</td>
<td>8,000</td>
<td>4,050</td>
</tr>
<tr>
<td><strong>Interfund Transfers</strong></td>
<td>6,182</td>
<td>6,170</td>
<td>10,552</td>
<td>4,050</td>
</tr>
<tr>
<td><strong>Subtotal Current Expenditures</strong></td>
<td>555,820</td>
<td>564,068</td>
<td>537,133</td>
<td>559,364</td>
</tr>
<tr>
<td><strong>Reserves</strong></td>
<td>-</td>
<td>-</td>
<td>46,723</td>
<td>108,121</td>
</tr>
<tr>
<td><strong>Unappropriated Fund Balance</strong></td>
<td>-</td>
<td>-</td>
<td>46,723</td>
<td>108,121</td>
</tr>
<tr>
<td><strong>Subtotal Noncurrent Expenditures</strong></td>
<td>79,128</td>
<td>90,358</td>
<td>90,114</td>
<td>108,121</td>
</tr>
<tr>
<td><strong>Total Requirements by Budgetary Category</strong></td>
<td>634,948</td>
<td>654,426</td>
<td>627,247</td>
<td>667,485</td>
</tr>
</tbody>
</table>

### Requirements by Fund

<table>
<thead>
<tr>
<th>Fund</th>
<th>2009-10 Actual</th>
<th>2010-11 Actual</th>
<th>2011-12 Budget</th>
<th>2012-13 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund (101)</td>
<td>555,053</td>
<td>563,263</td>
<td>534,633</td>
<td>559,364</td>
</tr>
<tr>
<td>Clerk 5% Storage Fund (9305)</td>
<td>69,849</td>
<td>80,646</td>
<td>83,554</td>
<td>100,761</td>
</tr>
<tr>
<td>Clerk Overpayment Fund (9334)</td>
<td>10,046</td>
<td>10,516</td>
<td>9,060</td>
<td>7,360</td>
</tr>
<tr>
<td><strong>Total Requirements by Fund</strong></td>
<td>634,948</td>
<td>654,426</td>
<td>627,247</td>
<td>667,485</td>
</tr>
</tbody>
</table>

### Resources by Budgetary Category

<table>
<thead>
<tr>
<th>Category</th>
<th>2009-10</th>
<th>2010-11</th>
<th>2011-12</th>
<th>2012-13</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taxes</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Licenses, Fees and Permits</td>
<td>363,320</td>
<td>348,940</td>
<td>342,911</td>
<td>337,351</td>
</tr>
<tr>
<td>Intergovernmental</td>
<td>4,725</td>
<td>3,986</td>
<td>9,622</td>
<td>2,513</td>
</tr>
<tr>
<td>Charges for Services</td>
<td>23,815</td>
<td>52,055</td>
<td>16,500</td>
<td>44,000</td>
</tr>
<tr>
<td>Investment Earnings</td>
<td>700</td>
<td>715</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Interfund Transfers</td>
<td>195,722</td>
<td>169,603</td>
<td>182,971</td>
<td>192,561</td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>46,665</td>
<td>79,128</td>
<td>75,243</td>
<td>91,060</td>
</tr>
<tr>
<td><strong>Total Resources by Budgetary Category</strong></td>
<td>634,948</td>
<td>654,426</td>
<td>627,247</td>
<td>667,485</td>
</tr>
</tbody>
</table>

### Full-Time Employee Equivalents

<table>
<thead>
<tr>
<th>Year</th>
<th>FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2009-10</td>
<td>6.00</td>
</tr>
<tr>
<td>2010-11</td>
<td>5.00</td>
</tr>
<tr>
<td>2011-12</td>
<td>5.00</td>
</tr>
<tr>
<td>2012-13</td>
<td>5.92</td>
</tr>
</tbody>
</table>

### Mandate

<table>
<thead>
<tr>
<th>Category</th>
<th>Total Cost</th>
<th>Personnel Services</th>
<th>FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clerk</td>
<td>667,485</td>
<td>324,587</td>
<td>5.92</td>
</tr>
<tr>
<td><strong>Total Mandates</strong></td>
<td><strong>667,485</strong></td>
<td><strong>324,587</strong></td>
<td><strong>5.92</strong></td>
</tr>
</tbody>
</table>

### 2012-13 Budget Requirements by Category

- **Personnel Services**: 49%
- **Materials and Services**: 34%
- **Interfund Transfers**: 1%
- **Reserves**: 16%

### Graph

- **Pie Chart** showing the distribution of budget requirements by category for 2012-13.
- **Line Graph** showing the trend of budget requirements over the years 2009-10 to 2012-13.
<table>
<thead>
<tr>
<th>Department</th>
<th>Position Title</th>
<th>GL Account</th>
<th>FTE</th>
<th>Grade</th>
<th>Step</th>
<th>Cell Phone</th>
<th>Total Wages</th>
<th>Unemployment</th>
<th>FICA</th>
<th>MEDICARE</th>
<th>KCWC-WCOMP</th>
<th>WC</th>
<th>Medical CAP</th>
<th>STD</th>
<th>Life Insurance</th>
<th>STD</th>
<th>Retirement/PERS</th>
<th>STD</th>
<th>Grand Total w/Benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clerk</td>
<td>Election Specialist 10016260606</td>
<td>1.00</td>
<td>LH14</td>
<td>3.00</td>
<td></td>
<td></td>
<td>34,216.96</td>
<td>786.99</td>
<td>2,121.45</td>
<td>496.15</td>
<td>786.99</td>
<td>786.99</td>
<td>37.44</td>
<td>8,100.00</td>
<td>21.00</td>
<td>20.40</td>
<td>3,763.87</td>
<td>50,351.24</td>
<td></td>
</tr>
<tr>
<td>Clerk</td>
<td>County Clerk 1001626000030</td>
<td>1.00</td>
<td>CL01</td>
<td>1.00</td>
<td>900.00</td>
<td>65,158.00</td>
<td>786.99</td>
<td>4,039.80</td>
<td>944.79</td>
<td>1,498.63</td>
<td>37.44</td>
<td>8,100.00</td>
<td>86.04</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>7,167.38</td>
<td>87,032.08</td>
<td></td>
</tr>
<tr>
<td>Clerk</td>
<td>Chief Deputy Clerk 10016260210</td>
<td>1.00</td>
<td>UF21</td>
<td>3.00</td>
<td></td>
<td></td>
<td>42,390.00</td>
<td>974.97</td>
<td>2,628.18</td>
<td>614.66</td>
<td>974.97</td>
<td>37.44</td>
<td>8,100.00</td>
<td>21.00</td>
<td>20.40</td>
<td>-</td>
<td>4,662.90</td>
<td>60,424.52</td>
<td></td>
</tr>
<tr>
<td>Clerk</td>
<td>Recording Specialist 10016260605</td>
<td>1.00</td>
<td>LH14</td>
<td>7.00</td>
<td></td>
<td></td>
<td>38,937.60</td>
<td>895.56</td>
<td>2,414.13</td>
<td>564.60</td>
<td>895.56</td>
<td>37.44</td>
<td>8,100.00</td>
<td>21.00</td>
<td>20.40</td>
<td>4,283.14</td>
<td>56,169.43</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clerk</td>
<td>Sr. Indexing Specialist 10016260607</td>
<td>1.00</td>
<td>LH12</td>
<td>6.00</td>
<td></td>
<td></td>
<td>35,235.20</td>
<td>810.41</td>
<td>2,184.58</td>
<td>510.91</td>
<td>810.41</td>
<td>37.44</td>
<td>8,100.00</td>
<td>21.00</td>
<td>20.40</td>
<td>3,875.87</td>
<td>51,606.22</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clerk Election Worker</td>
<td>10016263923</td>
<td>1.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>16,896.00</td>
<td>388.61</td>
<td>1,047.55</td>
<td>244.99</td>
<td>388.61</td>
<td>34.56</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>19,000.32</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5.92   900.00  232,833.76 3,856.54 14,435.69 3,376.09 5,355.18 221.76 40,500.00 170.04 81.60 23,753.15 324,583.82
## Budget Worksheet Report

### Revenue

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2010 Actual Amount</th>
<th>2011 Actual Amount</th>
<th>2012 Amended Budget</th>
<th>2013 Proposed Change from 2012 Amended Percentage Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>32140</td>
<td>Licenses - Marriage</td>
<td>$10,400.00</td>
<td>$11,400.00</td>
<td>$10,500.00</td>
<td>$(500.00) -5%</td>
</tr>
<tr>
<td>34040</td>
<td>Fees - Clerk General</td>
<td>$317,443.15</td>
<td>$320,248.06</td>
<td>$315,000.00</td>
<td>$(5,000.00) -2%</td>
</tr>
<tr>
<td>34041</td>
<td>Recording Debit Holding</td>
<td>($268.25)</td>
<td>$3,101.50</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>34231</td>
<td>Fees - NSF Check</td>
<td>$40.00</td>
<td>$40.00</td>
<td>$40.00</td>
<td>$0.00 0%</td>
</tr>
<tr>
<td>36262</td>
<td>Fees - Surveyor</td>
<td>$3,175.35</td>
<td>$2,830.25</td>
<td>$3,000.00</td>
<td>$0.00 0%</td>
</tr>
</tbody>
</table>

#### Total: Licenses, Fees and Permits

<table>
<thead>
<tr>
<th>Description</th>
<th>2010 Actual Amount</th>
<th>2011 Actual Amount</th>
<th>2012 Amended Budget</th>
<th>2013 Proposed Change from 2012 Amended Percentage Change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$330,790.25</td>
<td>$337,619.81</td>
<td>$328,540.00</td>
<td>$(5,500.00) -2%</td>
</tr>
</tbody>
</table>

### Intergovernmental

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2010 Actual Amount</th>
<th>2011 Actual Amount</th>
<th>2012 Amended Budget</th>
<th>2013 Proposed Change from 2012 Amended Percentage Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>33200</td>
<td>A&amp;T Grant</td>
<td>$4,725.42</td>
<td>$3,985.79</td>
<td>$4,000.00</td>
<td>$(1,487.00) -37%</td>
</tr>
<tr>
<td>33405</td>
<td>Grants</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$5,621.52</td>
<td>$(5,621.52) -100%</td>
</tr>
</tbody>
</table>

#### Total: Intergovernmental

<table>
<thead>
<tr>
<th>Description</th>
<th>2010 Actual Amount</th>
<th>2011 Actual Amount</th>
<th>2012 Amended Budget</th>
<th>2013 Proposed Change from 2012 Amended Percentage Change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$4,725.42</td>
<td>$3,985.79</td>
<td>$9,621.52</td>
<td>$(7,108.52) -74%</td>
</tr>
</tbody>
</table>

### Charges for Service

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2010 Actual Amount</th>
<th>2011 Actual Amount</th>
<th>2012 Amended Budget</th>
<th>2013 Proposed Change from 2012 Amended Percentage Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>32015</td>
<td>Passports</td>
<td>$9,900.00</td>
<td>$6,200.00</td>
<td>$6,000.00</td>
<td>$0.00 0%</td>
</tr>
<tr>
<td>34070</td>
<td>Fees - Tax Office</td>
<td>$4,530.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00 0%</td>
</tr>
<tr>
<td>34500</td>
<td>Fees - Lien Docket</td>
<td>$7,883.00</td>
<td>$10,985.00</td>
<td>$8,000.00</td>
<td>$0.00 0%</td>
</tr>
<tr>
<td>34510</td>
<td>Reimb - Election</td>
<td>$1,501.84</td>
<td>$34,869.91</td>
<td>$2,500.00</td>
<td>$27,500.00 1100%</td>
</tr>
</tbody>
</table>

#### Total: Charges for Service

<table>
<thead>
<tr>
<th>Description</th>
<th>2010 Actual Amount</th>
<th>2011 Actual Amount</th>
<th>2012 Amended Budget</th>
<th>2013 Proposed Change from 2012 Amended Percentage Change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$23,814.84</td>
<td>$52,054.91</td>
<td>$44,000.00</td>
<td>$27,500.00 167%</td>
</tr>
</tbody>
</table>

### Interfund Transfers

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2010 Actual Amount</th>
<th>2011 Actual Amount</th>
<th>2012 Amended Budget</th>
<th>2013 Proposed Change from 2012 Amended Percentage Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>36330</td>
<td>Trans - General Non Dept</td>
<td>$188,744.10</td>
<td>$166,602.87</td>
<td>$179,971.00</td>
<td>$189,811.00 $9,840.00 5%</td>
</tr>
<tr>
<td>36440</td>
<td>Trans - Property WCF</td>
<td>$3,478.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00 0%</td>
</tr>
<tr>
<td>39026</td>
<td>Trans - Surveyor</td>
<td>$3,500.00</td>
<td>$3,000.00</td>
<td>$0.00</td>
<td>$0.00 0%</td>
</tr>
<tr>
<td>39042</td>
<td>Trans - Clerk</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00 0%</td>
</tr>
</tbody>
</table>

#### Total: Interfund Transfers

<table>
<thead>
<tr>
<th>Description</th>
<th>2010 Actual Amount</th>
<th>2011 Actual Amount</th>
<th>2012 Amended Budget</th>
<th>2013 Proposed Change from 2012 Amended Percentage Change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$195,722.10</td>
<td>$169,602.87</td>
<td>$179,971.00</td>
<td>$189,811.00 $9,840.00 5%</td>
</tr>
</tbody>
</table>

#### Department Total: Clerk

<table>
<thead>
<tr>
<th>Description</th>
<th>2010 Actual Amount</th>
<th>2011 Actual Amount</th>
<th>2012 Amended Budget</th>
<th>2013 Proposed Change from 2012 Amended Percentage Change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$555,052.61</td>
<td>$563,263.38</td>
<td>$534,632.52</td>
<td>$559,364.00 $24,731.48 5%</td>
</tr>
</tbody>
</table>

#### Revenue Totals

<table>
<thead>
<tr>
<th>Description</th>
<th>2010 Actual Amount</th>
<th>2011 Actual Amount</th>
<th>2012 Amended Budget</th>
<th>2013 Proposed Change from 2012 Amended Percentage Change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$555,052.61</td>
<td>$563,263.38</td>
<td>$534,632.52</td>
<td>$559,364.00 $24,731.48 5%</td>
</tr>
</tbody>
</table>
### Budget Worksheet Report

**LIVE Klamath County LIVE**

**Saturday, April 07, 2012**

#### Expenses

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2010 Actual Amount</th>
<th>2011 Actual Amount</th>
<th>2012 Amended Budget</th>
<th>2013 Proposed</th>
<th>Change from 2012 Amended</th>
<th>Percentage Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>General Fund</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Personnel Services</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>60030</td>
<td>Clerk</td>
<td>$63,938.16</td>
<td>$61,045.15</td>
<td>$64,258.00</td>
<td>$64,258.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td>60071</td>
<td>Sr Chief Office Deputy</td>
<td>$53,651.75</td>
<td>$66,513.53</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td>60210</td>
<td>Chief Office Deputy</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td>60605</td>
<td>Recording Specialist</td>
<td>$34,377.18</td>
<td>$34,232.43</td>
<td>$38,820.00</td>
<td>$38,938.00</td>
<td>$118.00</td>
<td>0%</td>
</tr>
<tr>
<td>60606</td>
<td>Election Specialist</td>
<td>$36,094.02</td>
<td>$35,365.33</td>
<td>$35,200.00</td>
<td>$34,217.00</td>
<td>($983.00)</td>
<td>-3%</td>
</tr>
<tr>
<td>60607</td>
<td>Senior Indexing Specialist</td>
<td>$30,590.36</td>
<td>$30,010.73</td>
<td>$34,029.00</td>
<td>$35,236.00</td>
<td>$1,207.00</td>
<td>4%</td>
</tr>
<tr>
<td>60608</td>
<td>Support Specialist</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td>61610</td>
<td>Office Assistant III</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td>63900</td>
<td>Overtime</td>
<td>$1,394.91</td>
<td>$786.04</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td>63923</td>
<td>Temp Help Election</td>
<td>$8,420.02</td>
<td>$8,721.63</td>
<td>$9,668.00</td>
<td>$16,896.00</td>
<td>$7,228.00</td>
<td>75%</td>
</tr>
<tr>
<td>63930</td>
<td>FICA</td>
<td>$17,029.35</td>
<td>$17,035.64</td>
<td>$17,429.00</td>
<td>$17,811.00</td>
<td>$382.00</td>
<td>2%</td>
</tr>
<tr>
<td>63940</td>
<td>Workmans Compensation Tax</td>
<td>$0.00</td>
<td>$100.82</td>
<td>$164.00</td>
<td>$222.00</td>
<td>$58.00</td>
<td>35%</td>
</tr>
<tr>
<td>63941</td>
<td>Workmans Compensation</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$5,355.00</td>
<td>$5,355.00</td>
<td>0%</td>
</tr>
<tr>
<td>63949</td>
<td>Oregon Premium Tax</td>
<td>$243.36</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td>63950</td>
<td>Medical Insurance</td>
<td>$38,100.00</td>
<td>$39,526.82</td>
<td>$40,500.00</td>
<td>$40,500.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td>63951</td>
<td>Life Insurance</td>
<td>$198.84</td>
<td>$196.89</td>
<td>$199.00</td>
<td>$171.00</td>
<td>($28.00)</td>
<td>-14%</td>
</tr>
<tr>
<td>63952</td>
<td>Short Term Disability</td>
<td>$81.60</td>
<td>$79.98</td>
<td>$82.00</td>
<td>$82.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td>63960</td>
<td>Retirement - General</td>
<td>$21,974.33</td>
<td>$20,831.37</td>
<td>$21,666.00</td>
<td>$23,754.00</td>
<td>$2,088.00</td>
<td>10%</td>
</tr>
<tr>
<td>63980</td>
<td>Unemployment Compensation</td>
<td>$5,095.00</td>
<td>$4,841.70</td>
<td>$3,751.00</td>
<td>$3,857.00</td>
<td>$106.00</td>
<td>3%</td>
</tr>
<tr>
<td>63990</td>
<td>Cell Phone Allowance</td>
<td>$120.00</td>
<td>$550.00</td>
<td>$480.00</td>
<td>$900.00</td>
<td>$420.00</td>
<td>88%</td>
</tr>
<tr>
<td><strong>Total: Personnel Services</strong></td>
<td></td>
<td>$311,308.88</td>
<td>$319,838.06</td>
<td>$293,784.00</td>
<td>$324,587.00</td>
<td>$30,803.00</td>
<td>10%</td>
</tr>
<tr>
<td><strong>Material and Services</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>44010</td>
<td>Mgmt Travel &amp; Training</td>
<td>$4,557.28</td>
<td>$5,188.59</td>
<td>$4,000.00</td>
<td>$4,000.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td>44040</td>
<td>Staff Travel &amp; Training</td>
<td>$1,824.71</td>
<td>$923.88</td>
<td>$1,093.00</td>
<td>$1,500.00</td>
<td>$407.00</td>
<td>37%</td>
</tr>
<tr>
<td>44091</td>
<td>Oper Exp - Board of Equalization</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$50.00</td>
<td>$50.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td>44094</td>
<td>Book Restoration</td>
<td>$10,149.85</td>
<td>$9,052.03</td>
<td>$5,000.00</td>
<td>$9,800.00</td>
<td>$4,800.00</td>
<td>96%</td>
</tr>
</tbody>
</table>
# Budget Worksheet Report

## Account Number  
### Description

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2010 Actual Amount</th>
<th>2011 Actual Amount</th>
<th>2012 Amended Budget</th>
<th>2013 Proposed</th>
<th>Change from 2012 Amended</th>
<th>Percentage Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>44100</td>
<td>Supplies - Office</td>
<td>$2,016.13</td>
<td>$2,959.27</td>
<td>$3,000.00</td>
<td>$3,900.00</td>
<td>$900.00</td>
<td>30%</td>
</tr>
<tr>
<td>44101</td>
<td>Office Sup-Board of Equalization</td>
<td>$0.00</td>
<td>$7.65</td>
<td>$20.00</td>
<td>$20.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td>44110</td>
<td>Supplies - Other</td>
<td>$48,013.38</td>
<td>$49,496.89</td>
<td>$43,393.00</td>
<td>$39,100.00</td>
<td>($4,293.00)</td>
<td>-10%</td>
</tr>
<tr>
<td>44115</td>
<td>Computer Equipment</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$4,228.52</td>
<td>$0.00</td>
<td>($4,228.52)</td>
<td>-100%</td>
</tr>
<tr>
<td>44200</td>
<td>Dues / Fees</td>
<td>$660.00</td>
<td>$360.00</td>
<td>$450.00</td>
<td>$600.00</td>
<td>$150.00</td>
<td>33%</td>
</tr>
<tr>
<td>44570</td>
<td>Fees for Service</td>
<td>$15,793.06</td>
<td>$15,366.56</td>
<td>$10,000.00</td>
<td>$11,000.00</td>
<td>$1,000.00</td>
<td>10%</td>
</tr>
<tr>
<td>44640</td>
<td>Telephone</td>
<td>$2,115.33</td>
<td>$1,951.24</td>
<td>$2,000.00</td>
<td>$2,000.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td>44650</td>
<td>Rent</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td>44700</td>
<td>Postage</td>
<td>$12,295.29</td>
<td>$12,142.30</td>
<td>$11,000.00</td>
<td>$12,000.00</td>
<td>$1,000.00</td>
<td>9%</td>
</tr>
<tr>
<td>44720</td>
<td>Legal Notice Publish</td>
<td>$551.00</td>
<td>$1,846.01</td>
<td>$1,500.00</td>
<td>$1,500.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td>44830</td>
<td>Maintenance Contracts</td>
<td>$30,989.70</td>
<td>$30,847.91</td>
<td>$30,000.00</td>
<td>$32,527.00</td>
<td>$2,527.00</td>
<td>8%</td>
</tr>
<tr>
<td>46160</td>
<td>Microfilm / Microfiche</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$3,400.00</td>
<td>$3,400.00</td>
<td>0%</td>
</tr>
<tr>
<td>99755</td>
<td>Risk Management</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$1,776.00</td>
<td>$1,776.00</td>
<td>0%</td>
</tr>
<tr>
<td>99760</td>
<td>Insurance/Liability</td>
<td>$1,787.00</td>
<td>$1,787.00</td>
<td>$1,787.00</td>
<td>$2,892.00</td>
<td>$1,105.00</td>
<td>62%</td>
</tr>
<tr>
<td>99765</td>
<td>Insurance/Workmans Compensation</td>
<td>$572.00</td>
<td>$572.00</td>
<td>$572.00</td>
<td>$0.00</td>
<td>($572.00)</td>
<td>-100%</td>
</tr>
<tr>
<td>99770</td>
<td>Internal Services</td>
<td>$72,394.00</td>
<td>$72,394.00</td>
<td>$72,394.00</td>
<td>$72,394.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td>99780</td>
<td>Space Rent</td>
<td>$30,429.00</td>
<td>$30,429.00</td>
<td>$30,759.00</td>
<td>$31,218.00</td>
<td>$459.00</td>
<td>1%</td>
</tr>
<tr>
<td>99782</td>
<td>EMail Account Charge</td>
<td>$1,188.00</td>
<td>$1,188.00</td>
<td>$1,050.00</td>
<td>$1,050.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td><strong>Total: Material and Services</strong></td>
<td>$235,335.73</td>
<td>$236,512.33</td>
<td>$222,296.52</td>
<td>$230,727.00</td>
<td>$8,430.48</td>
<td>4%</td>
<td></td>
</tr>
</tbody>
</table>

## Debt Service

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2010 Actual Amount</th>
<th>2011 Actual Amount</th>
<th>2012 Amended Budget</th>
<th>2013 Proposed</th>
<th>Change from 2012 Amended</th>
<th>Percentage Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>99950</td>
<td>Interfund Loan Principal</td>
<td>$5,774.00</td>
<td>$7,269.01</td>
<td>$8,000.00</td>
<td>$0.00</td>
<td>($8,000.00)</td>
<td>-100%</td>
</tr>
<tr>
<td>99960</td>
<td>Interfund Loan Interest</td>
<td>$2,226.00</td>
<td>$742.99</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td>99970</td>
<td>GW Debt Service Adjustment</td>
<td>($5,774.00)</td>
<td>($7,269.01)</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td><strong>Total: Debt Service</strong></td>
<td>$2,226.00</td>
<td>$742.99</td>
<td>$8,000.00</td>
<td>$0.00</td>
<td>($8,000.00)</td>
<td>-100%</td>
<td></td>
</tr>
</tbody>
</table>

## Interfund Transfers

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2010 Actual Amount</th>
<th>2011 Actual Amount</th>
<th>2012 Amended Budget</th>
<th>2013 Proposed</th>
<th>Change from 2012 Amended</th>
<th>Percentage Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>99460</td>
<td>Trans - Equip Rent &amp; Revolving</td>
<td>$6,182.00</td>
<td>$0.00</td>
<td>$6,182.00</td>
<td>$0.00</td>
<td>($6,182.00)</td>
<td>-100%</td>
</tr>
<tr>
<td>99781</td>
<td>Trans - Steering Committee</td>
<td>$0.00</td>
<td>$5,400.00</td>
<td>$3,600.00</td>
<td>$4,050.00</td>
<td>$450.00</td>
<td>13%</td>
</tr>
<tr>
<td>Account Number</td>
<td>Description</td>
<td>2010 Actual Amount</td>
<td>2011 Actual Amount</td>
<td>2012 Amended Budget</td>
<td>2013 Proposed</td>
<td>Change from 2012 Amended</td>
<td>Percentage Change</td>
</tr>
<tr>
<td>----------------</td>
<td>--------------</td>
<td>--------------------</td>
<td>--------------------</td>
<td>---------------------</td>
<td>---------------</td>
<td>--------------------------</td>
<td>------------------</td>
</tr>
<tr>
<td>Fund 100</td>
<td>General Fund</td>
<td>$0.00</td>
<td>$770.00</td>
<td>$770.00</td>
<td>$0.00</td>
<td>($770.00)</td>
<td>-100%</td>
</tr>
<tr>
<td>Department 162</td>
<td>Clerk</td>
<td>$6,182.00</td>
<td>$6,170.00</td>
<td>$10,552.00</td>
<td>$4,050.00</td>
<td>($6,502.00)</td>
<td>-62%</td>
</tr>
<tr>
<td>99783 Trans - Phones</td>
<td>$0.00</td>
<td>$770.00</td>
<td>$770.00</td>
<td>$0.00</td>
<td>($770.00)</td>
<td>-100%</td>
<td></td>
</tr>
<tr>
<td>Total: Interfund Transfers</td>
<td>$6,182.00</td>
<td>$6,170.00</td>
<td>$10,552.00</td>
<td>$4,050.00</td>
<td>($6,502.00)</td>
<td>-62%</td>
<td></td>
</tr>
<tr>
<td>Department Total: Clerk</td>
<td>$555,052.61</td>
<td>$563,263.38</td>
<td>$534,632.52</td>
<td>$559,364.00</td>
<td>$24,731.48</td>
<td>5%</td>
<td></td>
</tr>
<tr>
<td>Revenue Totals:</td>
<td>$555,052.61</td>
<td>$563,263.38</td>
<td>$534,632.52</td>
<td>$559,364.00</td>
<td>$24,731.48</td>
<td>5%</td>
<td></td>
</tr>
<tr>
<td>Expense Totals:</td>
<td>$555,052.61</td>
<td>$563,263.38</td>
<td>$534,632.52</td>
<td>$559,364.00</td>
<td>$24,731.48</td>
<td>5%</td>
<td></td>
</tr>
<tr>
<td>Fund Total: General Fund</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>+++</td>
<td></td>
</tr>
<tr>
<td>Revenue Grand Totals:</td>
<td>$555,052.61</td>
<td>$563,263.38</td>
<td>$534,632.52</td>
<td>$559,364.00</td>
<td>$24,731.48</td>
<td>5%</td>
<td></td>
</tr>
<tr>
<td>Expense Grand Totals:</td>
<td>$555,052.61</td>
<td>$563,263.38</td>
<td>$534,632.52</td>
<td>$559,364.00</td>
<td>$24,731.48</td>
<td>5%</td>
<td></td>
</tr>
<tr>
<td>Net Grand Totals:</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>+++</td>
<td></td>
</tr>
</tbody>
</table>
## Budget Worksheet Report

### Revenue

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2010 Actual Amount</th>
<th>2011 Actual Amount</th>
<th>2012 Amended Budget</th>
<th>2013 Proposed</th>
<th>Change from 2012 Amended</th>
<th>Percentage Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>32191</td>
<td>Fees - Recording</td>
<td>$32,530.18</td>
<td>$10,085.99</td>
<td>$14,011.00</td>
<td>$14,011.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td></td>
<td>Total: Licenses, Fees and Permits</td>
<td>$32,530.18</td>
<td>$10,085.99</td>
<td>$14,011.00</td>
<td>$14,011.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td>39150</td>
<td>Investments - Interest On</td>
<td>$700.17</td>
<td>$711.10</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>+++</td>
</tr>
<tr>
<td></td>
<td>Total: Interest</td>
<td>$700.17</td>
<td>$711.10</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>+++</td>
</tr>
<tr>
<td>39026</td>
<td>Trans - Surveyor</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$3,000.00</td>
<td>$2,750.00</td>
<td>($250.00)</td>
<td>-8%</td>
</tr>
<tr>
<td></td>
<td>Total: Interfund Transfers</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$3,000.00</td>
<td>$2,750.00</td>
<td>($250.00)</td>
<td>-8%</td>
</tr>
<tr>
<td>31001</td>
<td>Beginning Fund Balance</td>
<td>$36,618.98</td>
<td>$69,849.33</td>
<td>$66,543.00</td>
<td>$84,000.00</td>
<td>$17,457.00</td>
<td>26%</td>
</tr>
<tr>
<td></td>
<td>Total: Fund Balances</td>
<td>$36,618.98</td>
<td>$69,849.33</td>
<td>$66,543.00</td>
<td>$84,000.00</td>
<td>$17,457.00</td>
<td>26%</td>
</tr>
<tr>
<td></td>
<td>Department Total: Clerk</td>
<td>$69,849.33</td>
<td>$80,646.42</td>
<td>$83,554.00</td>
<td>$100,761.00</td>
<td>$17,207.00</td>
<td>21%</td>
</tr>
<tr>
<td></td>
<td>Revenue Totals</td>
<td>$69,849.33</td>
<td>$80,646.42</td>
<td>$83,554.00</td>
<td>$100,761.00</td>
<td>$17,207.00</td>
<td>21%</td>
</tr>
</tbody>
</table>

### Expenses

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2010 Actual Amount</th>
<th>2011 Actual Amount</th>
<th>2012 Amended Budget</th>
<th>2013 Proposed</th>
<th>Change from 2012 Amended</th>
<th>Percentage Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>44100</td>
<td>Supplies - Office</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>+++</td>
</tr>
<tr>
<td></td>
<td>Total: Material and Services</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>+++</td>
</tr>
<tr>
<td>88360</td>
<td>Equipment</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>88760</td>
<td>Computer Equipment</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>88765</td>
<td>Computer Software</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total: Capital Outlay</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>+++</td>
</tr>
<tr>
<td>99012</td>
<td>Trans - Clerk</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>+++</td>
</tr>
<tr>
<td></td>
<td>Total: Interfund Transfers</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>+++</td>
</tr>
</tbody>
</table>
# Budget Worksheet Report

**Account Number** | Description | 2010 Actual Amount | 2011 Actual Amount | 2012 Amended Budget | 2013 Proposed | Change from 2012 Amended | Percentage Change
---|---|---|---|---|---|---|---
99980 | Reserve Future Expenditures | $0.00 | $0.00 | $46,723.00 | $100,761.00 | $54,038.00 | 116%
99981 | Unappropriated Fund Balance | $69,849.33 | $80,646.42 | $36,831.00 | $0.00 | ($36,831.00) | -100%
**Total: Contigencies and Reserves** | | $69,849.33 | $80,646.42 | $83,554.00 | $100,761.00 | $17,207.00 | 21%

**Department Total: Clerk** | | $69,849.33 | $80,646.42 | $83,554.00 | $100,761.00 | $17,207.00 | 21%

**Revenue Totals:** | | $69,849.33 | $80,646.42 | $83,554.00 | $100,761.00 | $17,207.00 | 21%

**Expense Totals:** | | $69,849.33 | $80,646.42 | $83,554.00 | $100,761.00 | $17,207.00 | 21%

**Fund Total: A&T - Clerk 5% Storage** | | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++

**Revenue Grand Totals:** | | $69,849.33 | $80,646.42 | $83,554.00 | $100,761.00 | $17,207.00 | 21%

**Expense Grand Totals:** | | $69,849.33 | $80,646.42 | $83,554.00 | $100,761.00 | $17,207.00 | 21%

**Net Grand Totals:** | | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++
### Budget Worksheet Report

**LIVE Klamath County LIVE**

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>2010 Actual Amount</th>
<th>2011 Actual Amount</th>
<th>2012 Amended Budget</th>
<th>2013 Proposed Budget</th>
<th>Change from 2012 Amended</th>
<th>Percentage Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>9334</td>
<td>Clerk Overpay (Refunds)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>162</td>
<td>Clerk</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Licenses, Fees and Permits</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>32191</td>
<td>Fees - Recording</td>
<td>$0.00</td>
<td>$1,233.95</td>
<td>$360.00</td>
<td>$300.00</td>
<td>($60.00)</td>
<td>-17%</td>
</tr>
<tr>
<td></td>
<td>Total: Licenses, Fees and Permits</td>
<td>$0.00</td>
<td>$1,233.95</td>
<td>$360.00</td>
<td>$300.00</td>
<td>($60.00)</td>
<td>-17%</td>
</tr>
<tr>
<td></td>
<td>Interest</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>39150</td>
<td>Investments - Interest On</td>
<td>$0.00</td>
<td>$4.24</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total: Interest</td>
<td>$0.00</td>
<td>$4.24</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>+++</td>
</tr>
<tr>
<td></td>
<td>Fund Balances</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>31001</td>
<td>Beginning Fund Balance</td>
<td>$10,045.97</td>
<td>$9,278.22</td>
<td>$8,700.00</td>
<td>$7,060.00</td>
<td>($1,640.00)</td>
<td>-19%</td>
</tr>
<tr>
<td></td>
<td>Total: Fund Balances</td>
<td>$10,045.97</td>
<td>$9,278.22</td>
<td>$8,700.00</td>
<td>$7,060.00</td>
<td>($1,640.00)</td>
<td>-19%</td>
</tr>
<tr>
<td></td>
<td><strong>Department Total: Clerk</strong></td>
<td>$10,045.97</td>
<td>$10,516.41</td>
<td>$9,060.00</td>
<td>$7,360.00</td>
<td>($1,700.00)</td>
<td>-19%</td>
</tr>
<tr>
<td></td>
<td>Revenue Totals</td>
<td>$10,045.97</td>
<td>$10,516.41</td>
<td>$9,060.00</td>
<td>$7,360.00</td>
<td>($1,700.00)</td>
<td>-19%</td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>162</td>
<td>Clerk</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Material and Services</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>44100</td>
<td>Supplies - Office</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>44104</td>
<td>Miscellaneous</td>
<td>$767.75</td>
<td>$805.00</td>
<td>$2,500.00</td>
<td>$0.00</td>
<td>($2,500.00)</td>
<td>-100%</td>
</tr>
<tr>
<td></td>
<td>Total: Material and Services</td>
<td>$767.75</td>
<td>$805.00</td>
<td>$2,500.00</td>
<td>$0.00</td>
<td>($2,500.00)</td>
<td>-100%</td>
</tr>
<tr>
<td></td>
<td>Capital Outlay</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>88360</td>
<td>Equipment</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>88760</td>
<td>Computer Equipment</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td>88765</td>
<td>Computer Software</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total: Capital Outlay</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>++</td>
</tr>
<tr>
<td></td>
<td>Interfund Transfers</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>99012</td>
<td>Trans - Clerk</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total: Interfund Transfers</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>++</td>
</tr>
<tr>
<td></td>
<td>Contigencies and Reserves</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>99811</td>
<td>Reserve Capital Outlay</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td></td>
</tr>
</tbody>
</table>
# Budget Worksheet Report

**Account Number** | **Description** | **2010 Actual Amount** | **2011 Actual Amount** | **2012 Amended Budget** | **2013 Proposed** | **Change from 2012 Amended** | **Percentage Change**
--- | --- | --- | --- | --- | --- | --- | ---
9334 | Clerk Overpay (Refunds) |  |  |  |  |  | 
162 | Clerk |  |  |  |  |  | 
99980 | Reserve Future Expenditures | $0.00 | $0.00 | $0.00 | $7,360.00 | $7,360.00 |  
99981 | Unappropriated Fund Balance | $9,278.22 | $9,711.41 | $6,560.00 | $0.00 | ($6,560.00) | -100%

**Total: Contingencies and Reserves** | $9,278.22 | $9,711.41 | $6,560.00 | $7,360.00 | $800.00 | 12%

**Department Total: Clerk** | $10,045.97 | $10,516.41 | $9,060.00 | $7,360.00 | ($1,700.00) | -19%

**Revenue Totals:** | $10,045.97 | $10,516.41 | $9,060.00 | $7,360.00 | ($1,700.00) | -19%

**Expense Totals:** | $10,045.97 | $10,516.41 | $9,060.00 | $7,360.00 | ($1,700.00) | -19%

**Fund Total: Clerk Overpay (Refunds)** | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++

**Revenue Grand Totals:** | $10,045.97 | $10,516.41 | $9,060.00 | $7,360.00 | ($1,700.00) | -19%

**Expense Grand Totals:** | $10,045.97 | $10,516.41 | $9,060.00 | $7,360.00 | ($1,700.00) | -19%

**Net Grand Totals:** | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++

*user: Vickie Noel*  |  |  |  |  |  |  |
--- | --- | --- | --- | --- | --- | ---

*Pages 2 of 2*  |  |  |  |  |  |  |
--- | --- | --- | --- | --- | --- | ---

*Saturday, April 07, 2012*  |  |  |  |  |  |  |