



County Clerk-General Fund- FY18 Budget Detail

Budget Year 2018

G/L Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Actual Amount	2017 Amended Budget	Amount Change FY17-FY18	2018 Submitted Budget	% Change FY17-FY18
Fund 001 - General Fund									
REVENUE									
Department 190 - County Clerk									
Sub-Department 000 - Revenues									
001.190.000.31010	Marriage Licenses	63,118.00	69,652.00	87,102.00	94,014.00	87,700.00	1,700.00	89,400.00	2
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget Increase is 2% based on historical data. As the county population continues to grow marriage licenses will also grow.									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget Marriage Licenses 1.00 89,400.00 89,400.00									
Submitted Budget Totals \$89,400.00									
001.190.000.31020	Civil Union Licenses	770.00	374.00	539.60	503.60	850.00	(350.00)	500.00	(41)
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget Budgeted figure decreased by 45% based on historically low revenue in this line item.									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget Civil Union Licenses 1.00 500.00 500.00									
Submitted Budget Totals \$500.00									
001.190.000.32270	Help America Vote Act (HAVA) Grant	133,282.59	22,759.00	.00	.00	.00	.00	.00	
001.190.000.34070	Notary Fees	14,501.00	15,370.00	20,876.00	22,330.00	23,300.00	400.00	23,700.00	2
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget Notary fees are strictly an estimate and it is based on historical data for this line item.									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget Notary Fees 1.00 23,700.00 23,700.00									
Submitted Budget Totals \$23,700.00									
001.190.000.34080	Business Fees	3,303.50	3,586.50	6,617.00	6,223.00	7,500.00	500.00	8,000.00	7
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget Business fees revenues have steadily increased at about \$ 500 per year.									



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Fund 001 - General Fund									
REVENUE									
Department 190 - County Clerk									
Sub-Department 000 - Revenues									
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Submitted Budget	Business Fees					1.00	8,000.00	8,000.00	
						Submitted Budget Totals		\$8,000.00	
001.190.000.34090	Passport Fees	38,825.00	38,875.00	42,225.00	72,725.00	65,000.00	7,000.00	72,000.00	11
Comments									
<i>Level</i>	<i>Comment</i>								
Submitted Budget	Passport fee revenue is projected to be 10% higher due to the federal government proposing rule changes that will make it more difficult and expensive to obtain a passport.								
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Submitted Budget	Passport Fees					1.00	72,000.00	72,000.00	
						Submitted Budget Totals		\$72,000.00	
001.190.000.34100	Certified Copy Fees	336,399.00	335,212.00	515,019.80	522,909.80	535,300.00	5,350.00	540,650.00	1
Comments									
<i>Level</i>	<i>Comment</i>								
Submitted Budget	Certified copy fee revenue has increased at approximately \$ 5,000 per year and it is predicted that it will continue that trend.								
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Submitted Budget	Certified Copy Fees					1.00	540,650.00	540,650.00	
						Submitted Budget Totals		\$540,650.00	
001.190.000.34110	Tax Redemption Fees	205,632.00	162,598.00	130,975.20	120,178.80	223,300.00	3,300.00	226,600.00	1
Comments									
<i>Level</i>	<i>Comment</i>								
Submitted Budget	Tax Redemption Fees are expected to increase at a 1.5% rate. This is strictly an estimate.								
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Submitted Budget	Tax Redemption Fees					1.00	226,600.00	226,600.00	
						Submitted Budget Totals		\$226,600.00	



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Fund 001 - General Fund									
REVENUE									
Department 190 - County Clerk									
Sub-Department 000 - Revenues									
001.190.000.34120	Election Fees	57,566.85	134,118.32	162,671.80	36,666.00	56,800.00	57,900.00	114,700.00	102
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget Illinois has started to reimburse part of the election judges cost again. The reimbursement will vary but will be approximately 57,000 for each of the two elections.									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget Election Fees 1.00 114,700.00 114,700.00									
Submitted Budget Totals \$114,700.00									
001.190.000.34130	Tax Extension Fees	52,560.33	50,913.54	39,738.58	31,360.76	62,800.00	1,300.00	64,100.00	2
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget Tax Extension Fees are expected to increase at 2% annually.									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget Tax Extension Fees 1.00 64,100.00 64,100.00									
Submitted Budget Totals \$64,100.00									
001.190.000.35900	Miscellaneous Fees	3,973.13	5,457.12	6,823.81	7,679.86	7,500.00	500.00	8,000.00	7
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget Recent history indicates that Miscellaneous Fees have increased at approximately \$ 500 per year.									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget Miscellaneous Fees 1.00 8,000.00 8,000.00									
Submitted Budget Totals \$8,000.00									
001.190.000.37580	Death Surcharge Reimbursement	14,354.00	14,549.00	13,463.00	.00	13,500.00	1,500.00	15,000.00	11
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget The Death Charge Reimbursement has been approved once again by the State. We receive a set fee for each death certificate issued and have estimated the reimbursement by estimating the number of deaths in the County.									



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Fund 001 - General Fund									
REVENUE									
Department 190 - County Clerk									
Sub-Department 000 - Revenues									
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Submitted Budget	Death Surcharge Reimbursement					1.00	15,000.00	15,000.00	
						Submitted Budget Totals		\$15,000.00	
001.190.000.37900	Miscellaneous Reimbursement	.00	.00	3.00	.00	.00	.00	.00	
001.190.000.38900	Miscellaneous Other	.00	.00	.00	800.00	.00	.00	.00	
Sub-Department 000 - Revenues Totals		\$924,285.40	\$853,464.48	\$1,026,054.79	\$915,390.82	\$1,083,550.00	\$79,100.00	\$1,162,650.00	7%
Department 190 - County Clerk Totals		\$924,285.40	\$853,464.48	\$1,026,054.79	\$915,390.82	\$1,083,550.00	\$79,100.00	\$1,162,650.00	7%
REVENUE TOTALS		\$924,285.40	\$853,464.48	\$1,026,054.79	\$915,390.82	\$1,083,550.00	\$79,100.00	\$1,162,650.00	7%

EXPENSE

Department **190 - County Clerk**

Sub-Department **190 - County Clerk**

001.190.190.40000	Salaries and Wages	575,421.92	623,765.07	642,194.40	631,146.53	683,470.00	7,389.00	690,859.00	1
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Comments

Level

Comment

Submitted Budget

In FY17 Mary Bauer was added to the County Clerk payroll as a permanent part time employee. Last year her expense was recorded as Contractual Services in Automation (A/C 160.190.200.50150). Her total wages including the wage accrual are 19,709.

Budget Transactions

Level

Transaction

Number of Units

Cost Per Unit

Total Amount

Submitted Budget

Aponte, Veronica-Vital Records Clerk V

1.00

26,254.00

26,254.00

Submitted Budget

Bauer, Mary-Tax Extension Clerk 1

1.00

18,720.00

18,720.00

Submitted Budget

Becker, Shauna-Supervisor Vital Records

1.00

51,526.00

51,526.00

Submitted Budget

Cunningham, John A.-Kane County Clerk

.50

100,000.00

50,000.00

Submitted Budget

Dorado, Leo-Vital Records Clerk V

1.00

31,519.00

31,519.00

Submitted Budget

Emerson, John-Supervisor Tax Extension Passports

.65

52,136.00

33,888.40

Submitted Budget

Erickson, Tracy-Librarian

.50

35,719.00

17,859.50

Submitted Budget

Ericson, Susan-Ch Dep # Dir of Tax Ext & Vital Rec

.65

99,938.00

64,959.70

Submitted Budget

Everhart, Judy-Vital Records Clerk V

1.00

42,182.00

42,182.00

Submitted Budget

Fakroddin, Zahida-Accountant

1.00

68,541.00

68,541.00

Submitted Budget

Homan, Diane-Tax Extension Clerk VI

1.00

46,752.00

46,752.00

Submitted Budget

Nelson, Matthew-Vital Records V

1.00

34,591.00

34,591.00

Submitted Budget

Payroll Accrual

.00

688,998.10

1,860.29

Submitted Budget

Sandner, Robert-Compliance Coordinator

.50

76,465.00

38,232.50

Submitted Budget

Sargent, Terri-Vital Records Clerk V

1.00

19,656.00

19,656.00

Submitted Budget

Sherwin, Tom-Financial Analyst

.50

50,000.00

25,000.00



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Fund 001 - General Fund									
EXPENSE									
Department 190 - County Clerk									
Sub-Department 190 - County Clerk									
	Submitted Budget					1.00	26,254.00	26,254.00	
	Submitted Budget					1.00	33,482.00	33,482.00	
	Submitted Budget					1.00	30,000.00	30,000.00	
	Submitted Budget					1.00	29,581.00	29,581.00	
								Submitted Budget Totals	\$690,858.39
001.190.190.40040	Lump Sum Distribution	.00	.00	.00	3,450.00	.00	.00	.00	
001.190.190.40200	Overtime Salaries	869.86	750.93	1,024.80	4,728.79	2,007.00	1,002.00	3,009.00	50
Comments									
	Level	Comment							
	Submitted Budget	The Clerk's office will continue to keep the office open on Wednesday nights. We have underestimated this expense in the past.							
Budget Transactions									
	Level	Transaction				Number of Units	Cost Per Unit	Total Amount	
	Submitted Budget	Overtime Salaries				1.00	3,000.00	3,000.00	
	Submitted Budget	Payroll Accrual				.00	3,000.00	8.10	
								Submitted Budget Totals	\$3,008.10
001.190.190.45000	Healthcare Contribution	109,950.82	105,710.93	112,991.60	113,938.56	138,028.00	6,165.00	144,193.00	4
Comments									
	Level	Comment							
	Submitted Budget	Healthcare costs are budgeted by Finance. The budget for FY17 is 138,028 while the budget for FY18 is 144,193, a 4.4% increase. Most of the increase is caused by higher insurance rates.							
Budget Transactions									
	Level	Transaction				Number of Units	Cost Per Unit	Total Amount	
	Submitted Budget	Healthcare Contributions				1.00	144,193.00	144,193.00	
								Submitted Budget Totals	\$144,193.00
001.190.190.45009	Healthcare Subsidy	.00	.00	.00	(5,383.47)	.00	.00	.00	
001.190.190.45010	Dental Contribution	3,916.45	4,515.69	4,215.09	3,904.45	4,770.00	20.00	4,790.00	
Budget Transactions									
	Level	Transaction				Number of Units	Cost Per Unit	Total Amount	
	Submitted Budget	Dental Contributions				1.00	4,790.00	4,790.00	
								Submitted Budget Totals	\$4,790.00
001.190.190.45019	Dental Subsidy	.00	.00	.00	(100.96)	.00	.00	.00	



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Fund 001 - General Fund										
EXPENSE										
Department 190 - County Clerk										
Sub-Department 190 - County Clerk										
001.190.190.50350	Notary Services	70.50	99.00	89.95	96.00	90.00	.00	90.00		
Budget Transactions										
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>		
Submitted Budget		Notary Services		1.00		90.00		90.00		
								Submitted Budget Totals		\$90.00
001.190.190.53060	General Printing	202.79	6,095.92	160.50	247.40	200.00	50.00	250.00	25	
Comments										
<i>Level</i>		<i>Comment</i>								
Submitted Budget		We are currently over the \$ 200 budgeted amount for FY17 and have increased the budgeted amount to \$ 250..								
Budget Transactions										
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>		
Submitted Budget		General Printing		1.00		250.00		250.00		
								Submitted Budget Totals		\$250.00
001.190.190.53070	Legal Printing	1,944.92	6,949.49	3,171.37	454.62	2,000.00	(200.00)	1,800.00	(10)	
Comments										
<i>Level</i>		<i>Comment</i>								
Submitted Budget		We anticipate a slight decrease to Legal Printing due to incurring some expenses earlier than anticipated and not being an expense in FY18.								
Budget Transactions										
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>		
Submitted Budget		Legal Printing		1.00		1,800.00		1,800.00		
								Submitted Budget Totals		\$1,800.00
001.190.190.53100	Conferences and Meetings	4,301.88	6,670.90	7,859.68	6,183.40	6,000.00	600.00	6,600.00	10	
Comments										
<i>Level</i>		<i>Comment</i>								
Submitted Budget		FY18 submitted budget represents a 10% increase due to an extra conference being considered.								
Budget Transactions										
<i>Level</i>		<i>Transaction</i>		<i>Number of Units</i>		<i>Cost Per Unit</i>		<i>Total Amount</i>		
Submitted Budget		Conferences and Meetings		1.00		6,600.00		6,600.00		
								Submitted Budget Totals		\$6,600.00



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Fund 001 - General Fund									
EXPENSE									
Department 190 - County Clerk									
Sub-Department 190 - County Clerk									
001.190.190.53110	Employee Training	198.00	127.00	.00	709.57	1,000.00	(250.00)	750.00	(25)
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget Employee Training expenses have decreased and it is anticipated that the trend will continue.									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget Employee Training 1.00 750.00 750.00									
Submitted Budget Totals \$750.00									
001.190.190.53120	Employee Mileage Expense	2,826.25	1,524.10	1,565.97	2,151.54	2,000.00	.00	2,000.00	
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget Employee Mileage Expense 1.00 2,000.00 2,000.00									
Submitted Budget Totals \$2,000.00									
001.190.190.53130	General Association Dues	855.00	820.00	840.00	425.00	850.00	(50.00)	800.00	(6)
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget General Associated Dues has been budgeted too high in the past; it's anticipated we will lower this slowly over the next couple years. (Since the initial budget was submitted we have incurred more expense to the current amount used to-date and we will show about \$ 800 used).									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget General Associatiion Dues 1.00 800.00 800.00									
Submitted Budget Totals \$800.00									
001.190.190.60000	Office Supplies	1,643.34	10,956.85	3,130.81	2,918.86	4,500.00	(700.00)	3,800.00	(16)
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget Office Supplies bounces every year as it's a difficult account to predict. The FY 18 amount is lower by \$ 1,000 based on prior history.									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget Office Supplies 1.00 3,800.00 3,800.00									
Submitted Budget Totals \$3,800.00									



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Fund 001 - General Fund									
EXPENSE									
Department 190 - County Clerk									
Sub-Department 190 - County Clerk									
001.190.190.60010	Operating Supplies	1,832.89	1,822.54	4,329.97	2,564.56	2,000.00	1,500.00	3,500.00	75
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget Operating Supplies is already over the FY17 budget; while it's a difficult account to predict we expect the account to increase in the coming years.									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget Operating Supplies 1.00 3,500.00 3,500.00									
Submitted Budget Totals 3,500.00									
001.190.190.60020	Computer Related Supplies	140.17	389.55	2,344.01	1,695.48	1,000.00	2,500.00	3,500.00	250
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget We have consistently been over the budget in this account as well. We are attempting to get a realistically look at all accounts and make our adjustments based on recent history.									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget Computer Related Supplies 1.00 3,500.00 3,500.00									
Submitted Budget Totals 3,500.00									
001.190.190.60050	Books and Subscriptions	995.58	1,619.26	875.81	340.77	600.00	.00	600.00	
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget Books & Subscriptions 1.00 600.00 600.00									
Submitted Budget Totals 600.00									
Sub-Department 190 - County Clerk Totals		\$705,170.37	\$771,817.23	\$784,793.96	\$769,471.10	\$848,515.00	\$18,026.00	\$866,541.00	2%
Sub-Department 191 - Elections									
001.190.191.40000	Salaries and Wages	531,350.79	537,968.02	535,479.71	546,981.52	635,454.00	579,553.00	1,215,007.00	91
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget Hector Velazquez-Elec. Clerk V was added to Elec. payroll. Additionally, Lauren Behnke-Elec. Worker, Brett Feltes-Warehouse Clerk and Homer Nicholas-Elec. Worker were also added to Elections payroll. Prior to becoming employees their expense was recorded as Contractual Services in the same Department. Their total wages including the wage accrual amount to \$107,433. The line item included in Salaries and Wages for \$510,000 is the estimated amount that used to be included in A/C50100-Election Judges & Workers									



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Fund **001 - General Fund**

EXPENSE

Department **190 - County Clerk**

Sub-Department **191 - Elections**

Budget Transactions									
Level	Transaction				Number of Units	Cost Per Unit	Total Amount		
Submitted Budget	Behnke, Lauren-Election Worker				1.00	26,000.00	26,000.00		
Submitted Budget	Cunningham, John A.-Kane County Clerk				.50	100,000.00	50,000.00		
Submitted Budget	Election Judges and Workers				1.00	510,000.00	510,000.00		
Submitted Budget	Erickson, Tracy-Librarian				.50	35,719.00	17,860.00		
Submitted Budget	Esquivel, Raymond-Supervisor Elections				1.00	78,075.00	78,075.00		
Submitted Budget	Feltes, Brett-Warehouse Clerk				1.00	31,200.00	31,200.00		
Submitted Budget	Franco, Fabyan-Elections Clerk VI				1.00	43,050.00	43,050.00		
Submitted Budget	Homer, Nickolas				1.00	15,600.00	15,600.00		
Submitted Budget	McShane, Lynn-Elections Clerk II				1.00	21,853.00	21,853.00		
Submitted Budget	Morefield, Jim-Elections Clerk VI				1.00	45,738.00	45,738.00		
Submitted Budget	Payroll Accrual				.00	703,108.50	1,898.39		
Submitted Budget	Ruchti, Deborah-Elections Clerk V				1.00	42,000.00	42,000.00		
Submitted Budget	Sandner, Robert				.50	76,465.00	38,232.50		
Submitted Budget	Sherwin, Tom-Financial Analyst				.50	50,000.00	25,000.00		
Submitted Budget	Tavizon, Yuri-Elections Clerk V				1.00	30,021.00	30,021.00		
Submitted Budget	Vacant - Director of Elections				1.00	88,253.00	88,253.00		
Submitted Budget	Vacant - Elections Clerk V				1.00	30,000.00	30,000.00		
Submitted Budget	Vacant - Warehouse Supervisor				1.00	34,264.00	34,264.00		
Submitted Budget	Velazquez, Hector-Elections Clerk V				1.00	29,943.00	29,943.00		
Submitted Budget	Weilandt, Celeste-Executive Administrative Assistant				1.00	56,019.00	56,019.00		
Submitted Budget Totals								\$1,215,006.89	

001.190.191.40040	Lump Sum Distribution	.00	.00	.00	2,625.00	.00	.00	.00	
001.190.191.40200	Overtime Salaries	7,013.85	16,309.46	7,046.62	32,024.92	15,053.00	40,096.00	55,149.00	

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Comments	
Level	Comment
Submitted Budget	FY18 submitted budget represents a \$40,000 increase caused by same day registration, early voting and more voters

Budget Transactions									
Level	Transaction				Number of Units	Cost Per Unit	Total Amount		
Submitted Budget	Overtime Salaries				1.00	55,000.00	55,000.00		
Submitted Budget	Payroll Accrual				.00	55,000.00	148.50		
Submitted Budget Totals								\$55,148.50	



County Clerk-General Fund- FY18 Budget Detail

Budget Year 2018

G/L Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Actual Amount	2017 Amended Budget	Amount Change FY17-FY18	2018 Submitted Budget	% Change FY17-FY18
Fund 001 - General Fund									
EXPENSE									
Department 190 - County Clerk									
Sub-Department 191 - Elections									
001.190.191.50110	Election Services	27,283.15	32,716.29	16,867.29	24,304.28	12,000.00	12,000.00	24,000.00	100
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget FY18 submitted budget represents a 100% increase due to FY18 being a two election year									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget Election Services 1.00 24,000.00 24,000.00									
Submitted Budget Totals \$24,000.00									
001.190.191.50150	Contractual/Consulting Services	829.08	.00	.00	.00	.00	.00	.00	
001.190.191.50160	Legal Services	.00	375.00	.00	.00	.00	.00	.00	
001.190.191.50340	Software Licensing Cost	239,225.50	129,398.91	115,180.00	179,625.00	250,000.00	(50,000.00)	200,000.00	(20)
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget FY18 submitted budget represents a \$50,000 decrease due to price reductions									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget Software Licensing Cost 1.00 200,000.00 200,000.00									
Submitted Budget Totals \$200,000.00									
001.190.191.50480	Security Services	.00	12,918.30	10,914.94	21,195.30	12,000.00	16,000.00	28,000.00	133
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget FY18 submitted budget represents a 133% increase due to FY18 being a two election year and an increase in security coverage and costs									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget Security Services 1.00 28,000.00 28,000.00									
Submitted Budget Totals \$28,000.00									
001.190.191.52130	Repairs and Maint- Computers	11,265.76	10,136.28	.00	362.26	6,000.00	(1,000.00)	5,000.00	(17)
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget Expenses for Repairs & Maint., - Computers have been trending lower in recent years. We try to adjust for these trends either way. It's difficult to anticipate when a computer may require a fix.									



County Clerk-General Fund- FY18 Budget Detail

Budget Year 2018

G/L Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Actual Amount	2017 Amended Budget	Amount Change FY17-FY18	2018 Submitted Budget	% Change FY17-FY18
Fund 001 - General Fund									
EXPENSE									
Department 190 - County Clerk									
Sub-Department 191 - Elections									
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Submitted Budget	Repairs and Maint. - Computers					1.00	5,000.00	5,000.00	
						Submitted Budget Totals		\$5,000.00	
001.190.191.52140	Repairs and Maint- Copiers	8,043.99	5,225.01	5,520.24	7,493.73	6,000.00	(1,000.00)	5,000.00	(17)
Comments									
<i>Level</i>	<i>Comment</i>								
Submitted Budget	Repairs & Maint, - Copiers is the same as our explanation for computers. The trend in recent years is that expenses are lower.								
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Submitted Budget	Repairs and Maint. - Copiers					1.00	5,000.00	5,000.00	
						Submitted Budget Totals		\$5,000.00	
001.190.191.52170	Polling Place Rental	47,882.00	16,505.00	8,920.00	17,840.00	11,000.00	9,000.00	20,000.00	82
Comments									
<i>Level</i>	<i>Comment</i>								
Submitted Budget	FY18 submitted budget represents a 82% increase due to FY18 being a two election year								
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Submitted Budget	Polling Place Rental					1.00	20,000.00	20,000.00	
						Submitted Budget Totals		\$20,000.00	
001.190.191.52190	Equipment Rental	16,227.22	20,872.05	13,329.74	31,679.27	15,000.00	10,000.00	25,000.00	67
Comments									
<i>Level</i>	<i>Comment</i>								
Submitted Budget	FY18 submitted budget represents a 67% increase due to FY18 being a two election year								
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Submitted Budget	Equipment Rental					1.00	25,000.00	25,000.00	
						Submitted Budget Totals		\$25,000.00	



County Clerk-General Fund- FY18 Budget Detail

Budget Year 2018

G/L Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Actual Amount	2017 Amended Budget	Amount Change FY17-FY18	2018 Submitted Budget	% Change FY17-FY18
Fund 001 - General Fund									
EXPENSE									
Department 190 - County Clerk									
Sub-Department 191 - Elections									
001.190.191.52230	Repairs and Maint- Vehicles	1,256.43	3,444.01	5,224.88	3,455.19	7,000.00	(3,500.00)	3,500.00	(50)
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget Repairs and Maint. - Vehicles is largely dependent upon the condition of the "votemobile". Large repairs have been experienced in recent years but with one election and the repairs that have already been made expenses are expected to be lower.									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget Repairs and Maint. - Vehicles 1.00 3,500.00 3,500.00									
Submitted Budget Totals \$3,500.00									
001.190.191.53040	General Advertising	.00	1,446.96	921.60	6,562.60	2,000.00	1,000.00	3,000.00	50
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget General Advertising expense will increase due to FY18 being a two election year.									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget General Advertising 1.00 3,000.00 3,000.00									
Submitted Budget Totals \$3,000.00									
001.190.191.53060	General Printing	34,701.86	32,635.35	20,777.68	11,313.99	18,000.00	7,000.00	25,000.00	39
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget FY18 submitted budget represents a 39% increase due to FY18 being a two election year									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget General Printing 1.00 25,000.00 25,000.00									
Submitted Budget Totals \$25,000.00									
001.190.191.53070	Legal Printing	20,247.93	32,964.02	15,400.43	19,242.54	18,000.00	12,000.00	30,000.00	67
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget FY18 submitted budget represents a 67% increase due to FY18 being a two election year.									



County Clerk-General Fund- FY18 Budget Detail

Budget Year 2018

G/L Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Actual Amount	2017 Amended Budget	Amount Change FY17-FY18	2018 Submitted Budget	% Change FY17-FY18
Fund 001 - General Fund									
EXPENSE									
Department 190 - County Clerk									
Sub-Department 191 - Elections									
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Submitted Budget	Legal Printing					1.00	30,000.00	30,000.00	
								Submitted Budget Totals	\$30,000.00
001.190.191.53100	Conferences and Meetings	2,936.59	3,029.01	4,719.92	6,287.06	5,000.00	.00	5,000.00	
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Submitted Budget	Conferences and Meetings					1.00	5,000.00	5,000.00	
								Submitted Budget Totals	\$5,000.00
001.190.191.53110	Employee Training	.00	.00	.00	150.00	.00	.00	.00	
001.190.191.53120	Employee Mileage Expense	4,169.73	6,738.04	3,896.09	11,322.29	8,000.00	4,000.00	12,000.00	50
Comments									
<i>Level</i>	<i>Comment</i>								
Submitted Budget	FY18 submitted budget represents a 50% increase due to FY18 being a two election year								
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Submitted Budget	Employee Mileage Expense					1.00	12,000.00	12,000.00	
								Submitted Budget Totals	\$12,000.00
001.190.191.53130	General Association Dues	535.00	.00	495.00	575.00	650.00	(50.00)	600.00	(8)
Comments									
<i>Level</i>	<i>Comment</i>								
Submitted Budget	We anticipate a decrease in General Association Dues expense based on historical trends.								
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Submitted Budget	General Association Dues					1.00	600.00	600.00	
								Submitted Budget Totals	\$600.00
001.190.191.55000	Miscellaneous Contractual Exp	4,842.97	2,794.09	4,761.56	5,133.00	10,000.00	(10,000.00)	.00	(100)
Comments									
<i>Level</i>	<i>Comment</i>								
Submitted Budget	Miscellaneous Contractual Expense will disappear as an account. All workers formerly paid as contractors are now paid wages per IRS directives.								



County Clerk-General Fund- FY18 Budget Detail

Budget Year 2018

G/L Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Actual Amount	2017 Amended Budget	Amount Change FY17-FY18	2018 Submitted Budget	% Change FY17-FY18
Fund 001 - General Fund									
EXPENSE									
Department 190 - County Clerk									
Sub-Department 191 - Elections									
001.190.191.60000	Office Supplies	.00	3,274.80	5,090.17	10,350.50	7,200.00	(2,200.00)	5,000.00	(31)
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget Office Supplies expense has trended lower in recent years. We are decreasing the budgeted amount by \$ 1,200.									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget Office Supplies 1.00 5,000.00 5,000.00									
Submitted Budget Totals \$5,000.00									
001.190.191.60010	Operating Supplies	10,925.57	43,683.22	26,429.80	26,903.92	25,000.00	10,000.00	35,000.00	40
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget FY18 submitted budget represents a \$10,000 increase due general increases in office supplies needed									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget Operating Supplies 1.00 35,000.00 35,000.00									
Submitted Budget Totals \$35,000.00									
001.190.191.60020	Computer Related Supplies	469.54	2,025.00	6,449.23	4,968.53	4,500.00	(1,000.00)	3,500.00	(22)
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget This is the same explanation as Office Supplies. The expense trend is lower.									
Budget Transactions									
<i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>									
Submitted Budget Computer Related Supplies 1.00 3,500.00 3,500.00									
Submitted Budget Totals \$3,500.00									
001.190.191.60050	Books and Subscriptions	254.00	776.00	350.85	2,154.48	500.00	500.00	1,000.00	100
Comments									
<i>Level</i> <i>Comment</i>									
Submitted Budget Expenses have been higher in Books and Subscriptions and we are increasing the budget to \$ 1,000 as that is the actual figure we now show in FY17.									



County Clerk-General Fund- FY18 Budget Detail

Budget Year 2018

G/L Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Actual Amount	2017 Amended Budget	Amount Change FY17-FY18	2018 Submitted Budget	% Change FY17-FY18
Fund 001 - General Fund									
EXPENSE									
Department 190 - County Clerk									
Sub-Department 192 - Alternate Language Coordination									
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Submitted Budget	Healthcare Contribution					1.00	7,069.00	7,069.00	
						Submitted Budget Totals		\$7,069.00	
001.190.192.45010	Dental Contribution	242.40	.00	.00	.00	560.00	(311.00)	249.00	(56)
Comments									
<i>Level</i>	<i>Comment</i>								
Submitted Budget	This account has decreased as the FY17 amount was shown as vacant.								
Budget Transactions									
<i>Level</i>	<i>Transaction</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>	
Submitted Budget	Dental Contribution					1.00	249.00	249.00	
						Submitted Budget Totals		\$249.00	
Sub-Department 192 - Alternate Language Coordination		\$24,058.99	\$0.00	\$0.00	\$0.00	\$62,295.00	\$23,234.00	\$85,529.00	37%
Totals									
Department 190 - County Clerk	Totals	\$2,189,984.58	\$2,465,849.69	\$2,411,657.20	\$2,709,034.91	\$2,604,569.00	\$521,195.00	\$3,125,764.00	20%
	EXPENSE TOTALS	\$2,189,984.58	\$2,465,849.69	\$2,411,657.20	\$2,709,034.91	\$2,604,569.00	\$521,195.00	\$3,125,764.00	20%
Fund 001 - General Fund	Totals	\$924,285.40	\$853,464.48	\$1,026,054.79	\$915,390.82	\$1,083,550.00	\$79,100.00	\$1,162,650.00	7%
	REVENUE TOTALS	\$924,285.40	\$853,464.48	\$1,026,054.79	\$915,390.82	\$1,083,550.00	\$79,100.00	\$1,162,650.00	7%
	EXPENSE TOTALS	\$2,189,984.58	\$2,465,849.69	\$2,411,657.20	\$2,709,034.91	\$2,604,569.00	\$521,195.00	\$3,125,764.00	20%
Fund 001 - General Fund	Totals	(\$1,265,699.18)	(\$1,612,385.21)	(\$1,385,602.41)	(\$1,793,644.09)	(\$1,521,019.00)	(\$442,095.00)	(\$1,963,114.00)	29%
Net Grand Totals									
	REVENUE GRAND TOTALS	\$924,285.40	\$853,464.48	\$1,026,054.79	\$915,390.82	\$1,083,550.00	\$79,100.00	\$1,162,650.00	7%
	EXPENSE GRAND TOTALS	\$2,189,984.58	\$2,465,849.69	\$2,411,657.20	\$2,709,034.91	\$2,604,569.00	\$521,195.00	\$3,125,764.00	20%
	Net Grand Totals	(\$1,265,699.18)	(\$1,612,385.21)	(\$1,385,602.41)	(\$1,793,644.09)	(\$1,521,019.00)	(\$442,095.00)	(\$1,963,114.00)	29%