



# FY21 Recorders Office GF Budget Detail

Budget Year 2021

| G/L Account   | Account Description        | 2016 Actual Amount | 2017 Actual Amount | 2018 Actual Amount | 2019 Actual Amount | 2020 Amended Budget | Amount Change FY20-FY21 | 2021 First Review Budget | % Change FY20-FY21 |
|---|----------------------------|--------------------|--------------------|--------------------|--------------------|---------------------|-------------------------|--------------------------|--------------------|
| Fund <b>001 - General Fund</b>  |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| REVENUE   |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| Department <b>210 - Recorder</b>  |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| Sub-Department <b>000 - Revenues</b>  |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| 001.210.000.34140   | Financing Statement Fees   | 5,880.00           | 5,745.00           | 7,015.00           | 10,965.00          | 7,000.00            | 4,000.00                | 11,000.00                | 57.14              |
| Comments  |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| <i>Level</i> <i>Comment</i>   |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| Submitted Budget              Expected increase due to increase of homes adding solar panels.                                       |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| Budget Transactions   |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| <i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>                                     |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| First Review Budget              Financing Statement Fees                      1.0000              11,000.00              11,000.00 |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| First Review Budget Totals                      \$11,000.00   |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| 001.210.000.34150   | Recording Fees             | 1,508,115.07       | 1,450,158.56       | 1,340,669.38       | 1,405,096.73       | 1,240,000.00        | 222,500.00              | 1,462,500.00             | 17.94              |
| Comments  |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| <i>Level</i> <i>Comment</i>   |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| Submitted Budget              Expected increase due to additional recordings as a result of lower interest rates.                   |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| Budget Transactions   |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| <i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>                                     |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| First Review Budget              Recording Fees                      1.0000              1,462,500.00              1,462,500.00     |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| First Review Budget Totals                      \$1,462,500.00  |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| 001.210.000.34160   | Certified Record Copy Fees | 35,079.45          | 32,891.82          | 27,332.26          | 18,767.78          | 18,000.00           | (8,000.00)              | 10,000.00                | (44.44)            |
| Comments  |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| <i>Level</i> <i>Comment</i>   |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| Submitted Budget              Expected decrease due to documents being available online and customers not doing in person research. |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| Budget Transactions   |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| <i>Level</i> <i>Transaction</i> <i>Number of Units</i> <i>Cost Per Unit</i> <i>Total Amount</i>                                     |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| First Review Budget              Copy Fees                      1.0000              10,000.00              10,000.00                |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| First Review Budget Totals                      \$10,000.00   |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| 001.210.000.34170   | Revenue Tax Stamp Fees     | 1,466,391.65       | 1,675,362.35       | 1,786,444.91       | 1,748,507.30       | 1,500,000.00        | .00                     | 1,500,000.00             | .00                |
| Comments  |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| <i>Level</i> <i>Comment</i>   |                            |                    |                    |                    |                    |                     |                         |                          |                    |
| Submitted Budget              No change expected due to increased house sales, but prices remaining flat or decreasing.             |                            |                    |                    |                    |                    |                     |                         |                          |                    |



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|-------------|---------------------|--------------------|--------------------|--------------------|--------------------|---------------------|-------------------------|--------------------------|--------------------|
|-------------|---------------------|--------------------|--------------------|--------------------|--------------------|---------------------|-------------------------|--------------------------|--------------------|

Fund **001 - General Fund**

## REVENUE

Department **210 - Recorder**

Sub-Department **000 - Revenues**

| Budget Transactions |                          |  |  |                 |               |                            |                |  |
|---------------------|--------------------------|--|--|-----------------|---------------|----------------------------|----------------|--|
| Level               | Transaction              |  |  | Number of Units | Cost Per Unit | Total Amount               |                |  |
| First Review Budget | Real Estate Transfer Tax |  |  | 1.0000          | 1,500,000.00  | 1,500,000.00               |                |  |
|                     |                          |  |  |                 |               | First Review Budget Totals | \$1,500,000.00 |  |

|                   |                   |        |        |        |       |       |         |       |         |
|-------------------|-------------------|--------|--------|--------|-------|-------|---------|-------|---------|
| 001.210.000.38000 | Investment Income | 201.23 | 132.34 | 128.26 | 97.23 | 85.00 | (35.00) | 50.00 | (41.17) |
|-------------------|-------------------|--------|--------|--------|-------|-------|---------|-------|---------|

| Comments         |   |
|------------------|---|
| Level            | Comment   |
| Submitted Budget | Expected decrease due to lower interest rates and reduced funds being held in account due to e-recording. |

| Budget Transactions |                               |  |  |                 |               |                            |         |  |
|---------------------|-------------------------------|--|--|-----------------|---------------|----------------------------|---------|--|
| Level               | Transaction                   |  |  | Number of Units | Cost Per Unit | Total Amount               |         |  |
| First Review Budget | Interest on Checking Accounts |  |  | 1.0000          | 50.00         | 50.00                      |         |  |
|                     |                               |  |  |                 |               | First Review Budget Totals | \$50.00 |  |

|                   |                     |        |     |     |     |     |     |     |     |
|-------------------|---------------------|--------|-----|-----|-----|-----|-----|-----|-----|
| 001.210.000.38900 | Miscellaneous Other | 330.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 |
|-------------------|---------------------|--------|-----|-----|-----|-----|-----|-----|-----|

|   |  |                |                |                |                |                |              |                |       |
|---|--|----------------|----------------|----------------|----------------|----------------|--------------|----------------|-------|
| Sub-Department <b>000 - Revenues Totals</b> |  | \$3,015,997.40 | \$3,164,290.07 | \$3,161,589.81 | \$3,183,434.04 | \$2,765,085.00 | \$218,465.00 | \$2,983,550.00 | 7.90% |
|---|--|----------------|----------------|----------------|----------------|----------------|--------------|----------------|-------|

|   |  |                |                |                |                |                |              |                |       |
|---|--|----------------|----------------|----------------|----------------|----------------|--------------|----------------|-------|
| Department <b>210 - Recorder Totals</b> |  | \$3,015,997.40 | \$3,164,290.07 | \$3,161,589.81 | \$3,183,434.04 | \$2,765,085.00 | \$218,465.00 | \$2,983,550.00 | 7.90% |
|---|--|----------------|----------------|----------------|----------------|----------------|--------------|----------------|-------|

|                       |  |                |                |                |                |                |              |                |       |
|-----------------------|--|----------------|----------------|----------------|----------------|----------------|--------------|----------------|-------|
| <b>REVENUE TOTALS</b> |  | \$3,015,997.40 | \$3,164,290.07 | \$3,161,589.81 | \$3,183,434.04 | \$2,765,085.00 | \$218,465.00 | \$2,983,550.00 | 7.90% |
|-----------------------|--|----------------|----------------|----------------|----------------|----------------|--------------|----------------|-------|

## EXPENSE

Department **210 - Recorder**

Sub-Department **210 - Recorder**

|                   |                    |            |            |            |            |            |     |            |     |
|-------------------|--------------------|------------|------------|------------|------------|------------|-----|------------|-----|
| 001.210.210.40000 | Salaries and Wages | 656,535.99 | 629,121.47 | 628,771.55 | 546,573.60 | 657,747.00 | .00 | 657,747.00 | .00 |
|-------------------|--------------------|------------|------------|------------|------------|------------|-----|------------|-----|

| Comments         |   |
|------------------|---|
| Level            | Comment   |
| Submitted Budget | No change in budgeted amount by reducing allocated salaries for vacant positions. |

| Budget Transactions |  |  |  |                 |               |              |  |  |
|---------------------|--|--|--|-----------------|---------------|--------------|--|--|
| Level               | Transaction                            |  |  | Number of Units | Cost Per Unit | Total Amount |  |  |
| First Review Budget | Colton Lynda, Recording Supervisor     |  |  | 1.0000          | 73,400.60     | 73,400.60    |  |  |
| First Review Budget | Doolittle Shelley, Recording Assistant |  |  | 1.0000          | 53,071.20     | 53,071.20    |  |  |
| First Review Budget | Vacant, Chief Deputy                   |  |  | 1.0000          | 39,204.00     | 39,204.00    |  |  |
| First Review Budget | Hola Maureen, Tract/Research Assistant |  |  | 1.0000          | 50,159.20     | 50,159.20    |  |  |
| First Review Budget | Ibarra Maria, Receptionist             |  |  | 1.0000          | 42,133.00     | 42,133.00    |  |  |
| First Review Budget | King David, Business Manager           |  |  | .5000           | 76,403.60     | 38,201.80    |  |  |
| First Review Budget | 2.0% non-union salary increase         |  |  | 1.0000          | 12,859.70     | 12,859.70    |  |  |
| First Review Budget | Payroll Accrual                        |  |  | .0029           | 655,844.82    | 1,901.95     |  |  |



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|-------------------------------|-------------------------|--------------------|--------------------|--------------------|--------------------|------------------------|----------------------------|--------------------------|--------------------|
| Fund 001 - General Fund       |                         |                    |                    |                    |                    |                        |                            |                          |                    |
| <b>EXPENSE</b>                |                         |                    |                    |                    |                    |                        |                            |                          |                    |
| Department 210 - Recorder     |                         |                    |                    |                    |                    |                        |                            |                          |                    |
| Sub-Department 210 - Recorder |                         |                    |                    |                    |                    |                        |                            |                          |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 85,896.72                  | 85,896.72                |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 51,633.40                  | 51,633.40                |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 42,915.60                  | 42,915.60                |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 89,506.82                  | 89,507.00                |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 42,915.60                  | 42,915.60                |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 33,947.00                  | 33,947.00                |                    |
|                               |                         |                    |                    |                    |                    |                        | First Review Budget Totals | \$657,746.77             |                    |
| 001.210.210.45000             | Healthcare Contribution | 130,914.67         | 119,743.30         | 125,362.82         | 97,242.28          | 141,537.00             | 18,963.00                  | 160,500.00               | 13.39              |
| Budget Transactions           |                         |                    |                    |                    |                    |                        |                            |                          |                    |
|                               | <i>Level</i>            |                    |                    |                    |                    | <i>Number of Units</i> | <i>Cost Per Unit</i>       | <i>Total Amount</i>      |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 30,215.00                  | 30,215.00                |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 12,320.00                  | 12,320.00                |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | (6,997.00)                 | (6,997.00)               |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 12,320.00                  | 12,320.00                |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 6,311.00                   | 6,311.00                 |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 20,730.00                  | 20,730.00                |                    |
|                               | First Review Budget     |                    |                    |                    |                    | .5000                  | 10,482.00                  | 5,241.00                 |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 10,482.00                  | 10,482.00                |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 20,730.00                  | 20,730.00                |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 6,311.00                   | 6,311.00                 |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 30,215.00                  | 30,215.00                |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 6,311.00                   | 6,311.00                 |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 6,311.00                   | 6,311.00                 |                    |
|                               |                         |                    |                    |                    |                    |                        | First Review Budget Totals | \$160,500.00             |                    |
| 001.210.210.45009             | Healthcare Subsidy      | (6,529.25)         | (5,735.96)         | (5,077.32)         | .00                | .00                    | .00                        | .00                      | .00                |
| 001.210.210.45010             | Dental Contribution     | 4,920.36           | 4,992.55           | 5,121.99           | 3,922.66           | 5,942.00               | (538.00)                   | 5,404.00                 | (9.05)             |
| Budget Transactions           |                         |                    |                    |                    |                    |                        |                            |                          |                    |
|                               | <i>Level</i>            |                    |                    |                    |                    | <i>Number of Units</i> | <i>Cost Per Unit</i>       | <i>Total Amount</i>      |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 699.00                     | 699.00                   |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 269.00                     | 269.00                   |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 699.00                     | 699.00                   |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 699.00                     | 699.00                   |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 700.00                     | 700.00                   |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | 700.00                     | 700.00                   |                    |
|                               | First Review Budget     |                    |                    |                    |                    | 1.0000                 | (271.50)                   | (271.50)                 |                    |



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| G/L Account                   | Account Description        | 2016 Actual Amount | 2017 Actual Amount | 2018 Actual Amount | 2019 Actual Amount | 2020 Amended Budget    | Amount Change FY20-FY21 | 2021 First Review Budget   | % Change FY20-FY21 |
|-------------------------------|----------------------------|--------------------|--------------------|--------------------|--------------------|------------------------|-------------------------|----------------------------|--------------------|
| Fund 001 - General Fund       |                            |                    |                    |                    |                    |                        |                         |                            |                    |
| <b>EXPENSE</b>                |                            |                    |                    |                    |                    |                        |                         |                            |                    |
| Department 210 - Recorder     |                            |                    |                    |                    |                    |                        |                         |                            |                    |
| Sub-Department 210 - Recorder |                            |                    |                    |                    |                    |                        |                         |                            |                    |
|                               | First Review Budget        |                    |                    |                    |                    | 1.0000                 | 269.00                  | 269.00                     |                    |
|                               | First Review Budget        |                    |                    |                    |                    | 1.0000                 | 269.00                  | 269.00                     |                    |
|                               | First Review Budget        |                    |                    |                    |                    | .5000                  | 269.00                  | 134.50                     |                    |
|                               | First Review Budget        |                    |                    |                    |                    | 1.0000                 | 269.00                  | 269.00                     |                    |
|                               | First Review Budget        |                    |                    |                    |                    | 1.0000                 | 699.00                  | 699.00                     |                    |
|                               | First Review Budget        |                    |                    |                    |                    | 1.0000                 | 269.00                  | 269.00                     |                    |
|                               |                            |                    |                    |                    |                    |                        |                         | First Review Budget Totals | \$5,404.00         |
| 001.210.210.45019             | Dental Subsidy             | (126.14)           | (433.77)           | (18.09)            | .00                | .00                    | .00                     | .00                        | .00                |
| 001.210.210.52140             | Repairs and Maint- Copiers | .00                | .00                | 16.61              | .00                | .00                    | .00                     | .00                        | .00                |
| 001.210.210.53120             | Employee Mileage Expense   | 1,003.20           | 363.24             | 374.04             | 384.09             | 1,293.00               | .00                     | 1,293.00                   | .00                |
| Budget Transactions           |                            |                    |                    |                    |                    |                        |                         |                            |                    |
|                               | <i>Level</i>               |                    |                    |                    |                    | <i>Number of Units</i> | <i>Cost Per Unit</i>    | <i>Total Amount</i>        |                    |
|                               | First Review Budget        |                    |                    |                    |                    | 1.0000                 | 1,293.00                | 1,293.00                   |                    |
|                               |                            |                    |                    |                    |                    |                        |                         | First Review Budget Totals | \$1,293.00         |
| 001.210.210.53130             | General Association Dues   | 525.00             | 425.00             | 525.00             | 950.00             | 1,050.00               | .00                     | 1,050.00                   | .00                |
| Budget Transactions           |                            |                    |                    |                    |                    |                        |                         |                            |                    |
|                               | <i>Level</i>               |                    |                    |                    |                    | <i>Number of Units</i> | <i>Cost Per Unit</i>    | <i>Total Amount</i>        |                    |
|                               | First Review Budget        |                    |                    |                    |                    | 1.0000                 | 200.00                  | 200.00                     |                    |
|                               | First Review Budget        |                    |                    |                    |                    | 1.0000                 | 850.00                  | 850.00                     |                    |
|                               |                            |                    |                    |                    |                    |                        |                         | First Review Budget Totals | \$1,050.00         |
| 001.210.210.60000             | Office Supplies            | 1,416.28           | 1,707.28           | 1,966.90           | 1,912.20           | 2,070.00               | .00                     | 2,070.00                   | .00                |
| Budget Transactions           |                            |                    |                    |                    |                    |                        |                         |                            |                    |
|                               | <i>Level</i>               |                    |                    |                    |                    | <i>Number of Units</i> | <i>Cost Per Unit</i>    | <i>Total Amount</i>        |                    |
|                               | First Review Budget        |                    |                    |                    |                    | 1.0000                 | 2,070.00                | 2,070.00                   |                    |
|                               |                            |                    |                    |                    |                    |                        |                         | First Review Budget Totals | \$2,070.00         |
| Sub-Department 210 - Recorder | Totals                     | \$788,660.11       | \$750,183.11       | \$757,043.50       | \$650,984.83       | \$809,639.00           | \$18,425.00             | \$828,064.00               | 2.28%              |
| Department 210 - Recorder     | Totals                     | \$788,660.11       | \$750,183.11       | \$757,043.50       | \$650,984.83       | \$809,639.00           | \$18,425.00             | \$828,064.00               | 2.28%              |
|                               | <b>EXPENSE TOTALS</b>      | \$788,660.11       | \$750,183.11       | \$757,043.50       | \$650,984.83       | \$809,639.00           | \$18,425.00             | \$828,064.00               | 2.28%              |
| Fund 001 - General Fund       | Totals                     |                    |                    |                    |                    |                        |                         |                            |                    |
|                               | <b>REVENUE TOTALS</b>      | \$3,015,997.40     | \$3,164,290.07     | \$3,161,589.81     | \$3,183,434.04     | \$2,765,085.00         | \$218,465.00            | \$2,983,550.00             | 7.90%              |
|                               | <b>EXPENSE TOTALS</b>      | \$788,660.11       | \$750,183.11       | \$757,043.50       | \$650,984.83       | \$809,639.00           | \$18,425.00             | \$828,064.00               | 2.28%              |
| Fund 001 - General Fund       | Totals                     | \$2,227,337.29     | \$2,414,106.96     | \$2,404,546.31     | \$2,532,449.21     | \$1,955,446.00         | \$200,040.00            | \$2,155,486.00             | 10.23%             |



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Budget Year 2021

|                      |                |                |                |                |                |              |                |  |        |
|----------------------|----------------|----------------|----------------|----------------|----------------|--------------|----------------|--|--------|
| Net Grand Totals     |                |                |                |                |                |              |                |  |        |
| REVENUE GRAND TOTALS | \$3,015,997.40 | \$3,164,290.07 | \$3,161,589.81 | \$3,183,434.04 | \$2,765,085.00 | \$218,465.00 | \$2,983,550.00 |  | 7.90%  |
| EXPENSE GRAND TOTALS | \$788,660.11   | \$750,183.11   | \$757,043.50   | \$650,984.83   | \$809,639.00   | \$18,425.00  | \$828,064.00   |  | 2.28%  |
| Net Grand Totals     | \$2,227,337.29 | \$2,414,106.96 | \$2,404,546.31 | \$2,532,449.21 | \$1,955,446.00 | \$200,040.00 | \$2,155,486.00 |  | 10.23% |