

# 03 Metropolitan Clerk - Financial

| <b>GSD General Fund</b>                 |                          |                           |                          |                          |                                 |                               |
|---|--------------------------|---------------------------|--------------------------|--------------------------|---------------------------------|-------------------------------|
|   | <b>FY2019<br/>Budget</b> | <b>FY2019<br/>Actuals</b> | <b>FY2020<br/>Budget</b> | <b>FY2021<br/>Budget</b> | <b>FY20-FY21<br/>Difference</b> | <b>FY20-FY21<br/>% Change</b> |
| <b>OPERATING EXPENSES:</b>              |                          |                           |                          |                          |                                 |                               |
| PERSONAL SERVICES                       | 587,500                  | 535,865                   | 609,400                  | 605,500                  | (3,900)                         | -0.64%                        |
| OTHER SERVICES:                         |                          |                           |                          |                          |                                 |                               |
| Utilities                               | 500                      | 478                       | 500                      | 500                      | 0                               | 0.0%                          |
| Professional & Purchased Services       | 25,900                   | 26,462                    | 26,400                   | 26,400                   | 0                               | 0.0%                          |
| Travel, Tuition, and Dues               | 11,400                   | 10,095                    | 12,100                   | 12,100                   | 0                               | 0.0%                          |
| Communications                          | 27,300                   | 17,254                    | 24,600                   | 42,700                   | 18,100                          | 73.58%                        |
| Repairs & Maintenance Services          | 42,500                   | 31,859                    | 42,500                   | 42,500                   | 0                               | 0.0%                          |
| Internal Service Fees                   | 62,000                   | 62,000                    | 54,400                   | 54,400                   | 0                               | 0.0%                          |
| Other Expenses                          | 121,200                  | 93,202                    | 122,700                  | 125,100                  | 2,400                           | 1.96%                         |
| <b>TOTAL OTHER SERVICES</b>             | <b>290,800</b>           | <b>241,350</b>            | <b>283,200</b>           | <b>303,700</b>           | <b>20,500</b>                   | <b>7.24%</b>                  |
| <b>TOTAL OPERATING EXPENSES</b>         | <b>878,300</b>           | <b>777,215</b>            | <b>892,600</b>           | <b>909,200</b>           | <b>16,600</b>                   | <b>1.86%</b>                  |
| <b>TRANSFERS TO OTHER FUNDS/UNITS</b>   | <b>0</b>                 | <b>0</b>                  | <b>0</b>                 | <b>0</b>                 | <b>0</b>                        | <b>0.0%</b>                   |
| <b>TOTAL EXPENSES &amp; TRANSFERS</b>   | <b>878,300</b>           | <b>777,215</b>            | <b>892,600</b>           | <b>909,200</b>           | <b>16,600</b>                   | <b>1.86%</b>                  |
| <b>PROGRAM REVENUE:</b>                 |                          |                           |                          |                          |                                 |                               |
| Charges, Commissions, & Fees            | 11,200                   | 12,769                    | 11,700                   | 11,700                   | 0                               | 0.0%                          |
| Federal (Direct & Pass Through)         | 0                        | 0                         | 0                        | 0                        | 0                               | 0.0%                          |
| State Direct                            | 0                        | 0                         | 0                        | 0                        | 0                               | 0.0%                          |
| Other Government Agencies               | 0                        | 0                         | 0                        | 0                        | 0                               | 0.0%                          |
| Other Program Revenue                   | 0                        | 0                         | 0                        | 0                        | 0                               | 0.0%                          |
| <b>TOTAL PROGRAM REVENUE</b>            | <b>11,200</b>            | <b>11,200</b>             | <b>11,200</b>            | <b>11,200</b>            | <b>11,200</b>                   | <b>11,200</b>                 |
| <b>NON-PROGRAM REVENUE:</b>             |                          |                           |                          |                          |                                 |                               |
| Property Taxes                          | 0                        | 0                         | 0                        | 0                        | 0                               | 0.0%                          |
| Local Option Sales Tax                  | 0                        | 0                         | 0                        | 0                        | 0                               | 0.0%                          |
| Other Tax, Licenses, & Permits          | 2,100                    | 2,580                     | 1,600                    | 1,600                    | 0                               | 0.0%                          |
| Fines, Forfeits, & Penalties            | 0                        | 0                         | 0                        | 0                        | 0                               | 0.0%                          |
| Compensation From Property              | 0                        | 0                         | 0                        | 0                        | 0                               | 0.0%                          |
| <b>TOTAL NON-PROGRAM REVENUE</b>        | <b>2,100</b>             | <b>2,580</b>              | <b>1,600</b>             | <b>1,600</b>             | <b>0</b>                        | <b>0.0%</b>                   |
| <b>TRANSFERS FROM OTHER FUNDS/UNITS</b> | <b>0</b>                 | <b>0</b>                  | <b>0</b>                 | <b>0</b>                 | <b>0</b>                        | <b>0.0%</b>                   |
| <b>TOTAL REVENUE &amp; TRANSFERS</b>    | <b>13,300</b>            | <b>15,349</b>             | <b>13,300</b>            | <b>13,300</b>            | <b>0</b>                        | <b>0.0%</b>                   |
| <b>Expenditures Per Capita</b>          | <b>\$1.27</b>            | <b>\$1.12</b>             | <b>\$1.29</b>            | <b>\$1.31</b>            | <b>\$0.02</b>                   | <b>1.55%</b>                  |

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| <u>Title</u>                      | <u>Grade</u> | <u>Job Class</u> | <u>FY2019 Budgeted</u> |             | <u>FY2020 Budgeted</u> |             | <u>FY2021 Budgeted</u> |             | <u>FY20-FY21 Variance</u> |             |
|-----------------------------------|--------------|------------------|------------------------|-------------|------------------------|-------------|------------------------|-------------|---------------------------|-------------|
|                                   |              |                  | <u>Pos.</u>            | <u>FTE</u>  | <u>Pos.</u>            | <u>FTE</u>  | <u>Pos.</u>            | <u>FTE</u>  | <u>Pos.</u>               | <u>FTE</u>  |
| <b>GSD General 10101</b>          |              |                  |                        |             |                        |             |                        |             |                           |             |
| Admin Svcs Officer 2              | OR01         | 07243            | 1                      | 1.00        | 1                      | 1.00        | 1                      | 1.00        | 0                         | 0.00        |
| Admin Svcs Officer 3              | OR03         | 07244            | 2                      | 1.50        | 3                      | 2.50        | 3                      | 2.50        | 0                         | 0.00        |
| Administrative Services Officer 1 | ST06         | 02660            | 1                      | 1.00        | 0                      | 0.00        | 0                      | 0.00        | 0                         | 0.00        |
| Metropolitan Clerk                | OR09         | 03140            | 1                      | 1.00        | 1                      | 1.00        | 1                      | 1.00        | 0                         | 0.00        |
| Office Support Spec 1             | ST07         | 10123            | 1                      | 1.00        | 1                      | 1.00        | 1                      | 1.00        | 0                         | 0.00        |
| Part-time Wkr 4                   | NS           | 10893            | 1                      | 0.50        | 1                      | 0.50        | 1                      | 0.50        | 0                         | 0.00        |
| Program Mgr 1                     | OR04         | 07376            | 1                      | 1.00        | 1                      | 1.00        | 1                      | 1.00        | 0                         | 0.00        |
| <b>Total Positions &amp; FTEs</b> |              |                  | <b>8</b>               | <b>7.00</b> | <b>8</b>               | <b>7.00</b> | <b>8</b>               | <b>7.00</b> | <b>0</b>                  | <b>0.00</b> |
| <b>Department Totals</b>          |              |                  | <b>8</b>               | <b>7.00</b> | <b>8</b>               | <b>7.00</b> | <b>8</b>               | <b>7.00</b> | <b>0</b>                  | <b>0.00</b> |