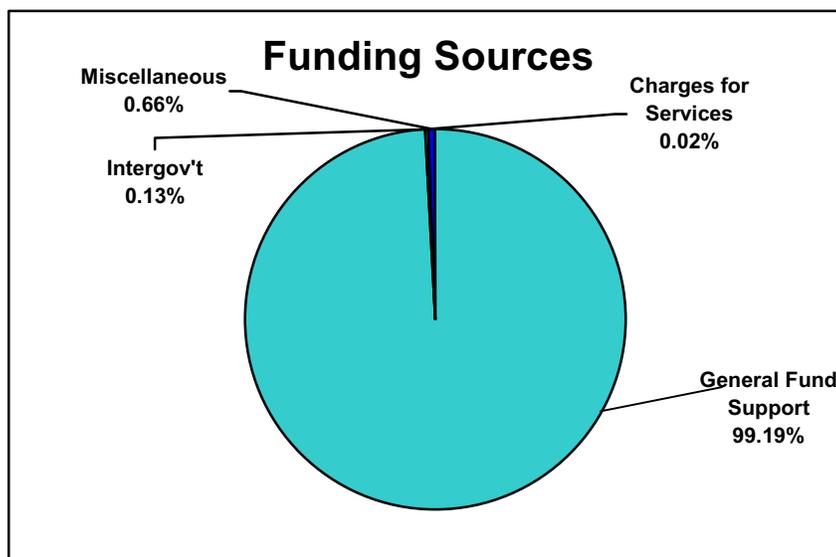
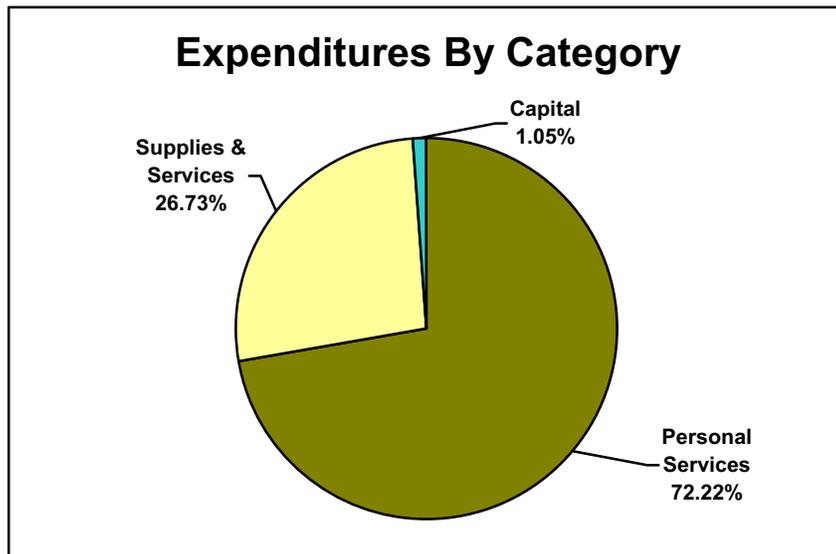


**Pima County FY 2005/06 Recommended Budget**

**Clerk of the Board – General Fund**

Revenue	\$ 10,000	Function Statement: Record and publish all proceedings of the Board of Supervisors. Preserve and file all accounts acted upon by the Board. Provide efficient management, suitable storage, and utilization of Pima County records. Process, preserve, and file all petitions, various licenses and applications. Process subscriptions, publicize amendments, and codify ordinances for inclusion in the Pima County Code. Fulfill requirements of boards, commissions, and committees. Discharge statutory requirements for special taxing districts. Perform all other duties required by law, rule, or order of the Board.
Expenditures	<u>1,230,959</u>	
Fund Impact	\$(1,220,959)	
FTEs	19.0	



**Recommended Budget Summary - General Fund**

	<b>Total Expenditures</b>	<b>Total Revenues</b>	<b>Operating Transfers</b>	<b>Net General Fund Impact</b>
<b>FY 2004/05 Adopted</b>	1,206,741	10,000	0	(1,196,741)
Annualize FY 2004/05 Salary Adjustment	11,868			(11,868)
Benefits Adjustment	12,350			(12,350)
 <b>Supplemental Requests</b>				
None Submitted				0
<b>Total Recommended Budget</b>	<u>1,230,959</u>	<u>10,000</u>	<u>0</u>	<u>(1,220,959)</u>
<b>Full Time Equivalents (FTEs)</b>	<u>19.0</u>			

**Comments/Issues**

Due to the availability of County documents online, department revenues are not projected to increase.

Recommended General Fund revenue sources:

Liquor Licenses	1,600
Miscellaneous Copy Fees	300
Code Subscriptions	<u>8,100</u>
	10,000

The Recommended Budget includes General Fund capital expenditures of \$12,879 for a replacement copier.

The department submitted no requests for supplemental funding.

**Five Year History of Expenditures and Revenues - General Fund**

	<b>FY 2001/02 Actual</b>	<b>FY 2002/03 Actual</b>	<b>FY 2003/04 Actual</b>	<b>FY 2004/05 Projected</b>	<b>FY 2005/06 Recommended</b>
<b>Expenditures</b>	1,073,082	1,071,132	1,112,300	1,191,596	1,230,959
<b>Revenues</b>	13,311	12,984	10,318	11,593	10,000

**Funding Summary By Department - General Fund**

	<b>FY 2004/05 Adopted</b>	<b>FY 2005/06 Department Base Request</b>	<b>FY 2005/06 Department Supplementals</b>	<b>FY 2005/06 Department Total Request</b>	<b>FY 2005/06 Administrator Recommended</b>
<b>Expenditures</b>					
Personal Services	875,841	889,007	0	889,007	889,007
Supplies & Services	330,900	329,073	0	329,073	329,073
Capital	0	12,879	0	12,879	12,879
<b>Total Expenditures</b>	<b>1,206,741</b>	<b>1,230,959</b>	<b>0</b>	<b>1,230,959</b>	<b>1,230,959</b>
<b>Revenues</b>					
Intergovernmental	1,600	1,600	0	1,600	1,600
Charges For Services	300	300	0	300	300
Miscellaneous	8,100	8,100	0	8,100	8,100
<b>Total Revenues</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>
General Fund Support	1,196,741	1,220,959	0	1,220,959	1,220,959
<b>Total Funding</b>	<b>1,206,741</b>	<b>1,230,959</b>	<b>0</b>	<b>1,230,959</b>	<b>1,230,959</b>

### SUMMARY BY ACCOUNT

Department Name: CLERK OF THE BOARD

ACCOUNT NAME	2003/04	2004/05		2005/06	
	ACTUAL	ADOPTED	YTD THRU FEB 28, 2005	DEPARTMENT REQUESTED	RECOMMENDED
<b>EXPENDITURE ACCOUNTS -</b>					
SALARIES & WAGES	649,087	711,581	445,871	711,022	711,022
BUDGETED BENEFITS	145,025	164,260	103,732	177,985	177,985
<b>** OBJECT TOTALS FOR:</b>					
PERSONAL SERVICES	794,112	875,841	549,603	889,007	889,007
OFFICE SUPPLIES	4,816	7,525	6,180	7,525	7,525
BOOKS/SUBSCRIPTIONS/VIDEO	4,083	4,208	2,436	4,091	4,091
SOFTWARE / SOFTWARE LICENSES <\$1,000	7,458	1,500	0	1,500	1,500
FOOD SUPPLIES	1,281	1,200	977	1,200	1,200
FOOD PREPARATION SUPPLIES	54	250	6	250	250
FUEL, OIL, LUBRICANTS	5	0	0	0	0
HOUSEHOLD/INDUSTRIAL SUPPLIES	203	250	41	250	250
FILM, MAPS, BLUEPRINTS	11,044	9,500	2,746	9,500	9,500
OTHER OPERATING SUPPLIES	16	0	10	0	0
REPAIR & MAINTENANCE SUPPLIES	412	350	0	350	350
SMALL TOOLS & OFFICE EQUIP < \$1,000	928	1,050	687	1,240	1,240
NON MEDICAL PROFESSIONAL SERVICES	30,680	39,000	16,220	37,000	37,000
SECURITY	581	450	210	450	450
TELEPHONE/VOICE/DATA TELECOMMUNICATION	8,333	9,190	5,363	9,100	9,100
POSTAGE & FREIGHT	3,081	5,542	2,204	5,177	5,177
MILEAGE REIMBURSEMENT	1,371	1,700	739	1,700	1,700
IN-STATE TRAVEL	1,109	2,900	1,141	2,900	2,900
IN-STATE TRAINING	920	200	310	250	250
OUT-OF-STATE TRAVEL/TRAINING	228	1,500	0	1,500	1,500
MOTOR POOL	9,942	8,950	3,258	8,950	8,950
ADVERTISING	186,733	163,495	78,009	164,000	164,000
PRINTING AND MICROFILMING	19,413	31,100	18,809	30,100	30,100
OTHER INSURANCE	93	125	186	125	125
ELECTRICITY	20,578	25,000	11,623	25,000	25,000
WATER & SEWER	2,319	2,500	1,300	2,500	2,500
REFUSE/SEWAGE DISPOSAL/RECYCLING	1,028	1,350	366	1,350	1,350
SUPPLIES & SERVICES REDUCTION	(27,950)	(21,000)	(15,448)	(21,000)	(21,000)
R&M MACHINERY & EQUIPMENT	26,726	30,400	12,801	30,400	30,400
R&M RENEWAL SOFTWARE AGREEMENTS	0	0	480	1,000	1,000
R&M BUILDINGS & GROUNDS	1,004	500	442	500	500
DUES AND MEMBERSHIPS	565	565	640	565	565
LAUNDRY & LINEN SERVICES	1,103	1,600	568	1,600	1,600
OTHER MISCELLANEOUS CHARGES	31	0	363	0	0

### SUMMARY BY ACCOUNT

Department Name: CLERK OF THE BOARD

ACCOUNT NAME	2003/04	2004/05	YTD THRU FEB 28, 2005	2005/06	
	ACTUAL	ADOPTED		DEPARTMENT REQUESTED	RECOMMENDED
<b>** OBJECT TOTALS FOR:</b>					
SUPPLIES & SERVICES	318,188	330,900	152,667	329,073	329,073
SOFTWARE/OFF MACH (\$5,000 OR MORE)	0	0	0	12,879	12,879
<b>** OBJECT TOTALS FOR:</b>					
CAPITAL OUTLAY	0	0	0	12,879	12,879
<b>*** TOTAL: EXPENDITURE ACCOUNTS -</b>	<b>1,112,300</b>	<b>1,206,741</b>	<b>702,270</b>	<b>1,230,959</b>	<b>1,230,959</b>
<b>REVENUE</b>					
ALCOHOLIC BEVERAGES	1,527	1,600	1,675	1,600	1,600
<b>** OBJECT TOTALS FOR:</b>					
INTERGOVERNMENTAL	1,527	1,600	1,675	1,600	1,600
GENERAL GOVERNMENT FEES	455	300	216	300	300
<b>** OBJECT TOTALS FOR:</b>					
CHARGES FOR SERVICES	455	300	216	300	300
MISCELLANEOUS COLLECTIONS	6,828	8,100	5,105	8,100	8,100
OTHER MISCELLANEOUS REVENUE	1,508	0	1,593	0	0
<b>** OBJECT TOTALS FOR:</b>					
MISCELLANEOUS	8,336	8,100	6,698	8,100	8,100
<b>*** TOTAL: REVENUE</b>	<b>10,318</b>	<b>10,000</b>	<b>8,589</b>	<b>10,000</b>	<b>10,000</b>

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