COUNTY CLERK

2022 Budget Presentation

2021 ACCOMPLISHMENTS
COUNTY CLERK

- Largest revenue generation in history of the office at $75 million, $14.6 of which was deposited into the County General Fund;
- Increase in volume for e-filing recordings to 72,400 submissions;
- Archiving of mortgage and deed books & removal from Record Room (in house project);
- Notary Public Seminar held with 40 attendees;
- Inaugurated an on-line appointment system for passports, notaries and business services;
- Implemented Early Voting in County, informational videos created;
- New voter friendly Vote-by-Mail ballot envelope designed and used;
- Designed and distributed election calendar.

2022 INITIATIVES

- Advocate for additional e-filing submitters for e-filing;
- Major renovation to accommodate a new passport office for greater customer access and new bathroom facilities for staff;
- Conduct Notary Seminars for prospective and current notaries;
- Design of Primary Ballot to include County Committee;
- Update and publicizing election App;
- Archiving and preservation of mortgage and deed books to continue in-house;
- Back scanning of documents in-house project will continue to add more images for on-line viewing at the Clerk's Property website;
- Continued outreach to seniors, veterans and homeowners re: services;

County Clerk				
Description	**2021 Adopted Budget**	**2021 Modified Budget**	**2021 Expenditures**	**2022 Budget Request**
Salaries & Wages	2,331,347	2,331,347	2,265,480.48	2,411,624
Overtime	60,000	60,000	38,475.15	50,000
Seasonal	20,000	20,000	-	20,000
Other Expenses	161,000	161,000	130,849.32	191,000
Total	**2,572,347**	**2,572,347**	**2,434,804.95**	**2,672,624**

County Clerk-Elections				
Description	**2021 Adopted Budget**	**2021 Modified Budget**	**2021 Expenditures**	**2022 Budget Request**
Salaries & Wages	165,497	165,497	164,226.37	172,013
Overtime	60,000	60,000	51,664.48	50,000
Seasonal	60,000	60,000	20,423.00	60,000
Other Expenses	1,000,000	1,020,000	1,013,056.92	1,158,100
Total	**1,285,497**	**1,305,497**	**1,249,370.77**	**1,440,113**

Office of the County Clerk - Grand Total				
Divisions	**2021 Adopted Budget**	**2021 Modified Budget**	**2021 Expenditures**	**2022 Budget Request**
County Clerk	2,572,347	2,572,347	2,434,804.95	2,672,624
Cty Clerk - Elec.	1,285,497	1,305,497	1,249,370.77	1,440,113
Total	**3,857,844**	**3,877,844**	**3,684,175.72**	**4,112,737**
Departmental Salary & Wages Total	2,696,844	2,696,844	2,540,269.48	2,763,637
Departmental Other Expenses Total	1,161,000	1,181,000	1,143,906.24	1,349,100
Total	**3,857,844**	**3,877,844**	**3,684,175.72**	**4,112,737**