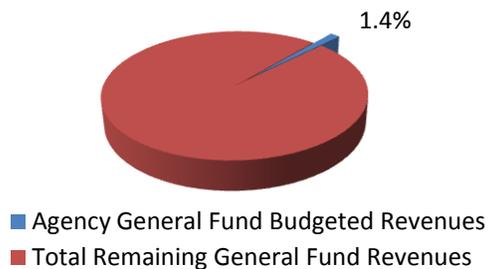
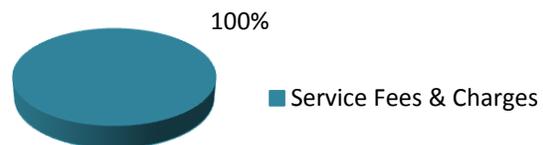


## General Fund Analysis

**Share of Total County Revenue**

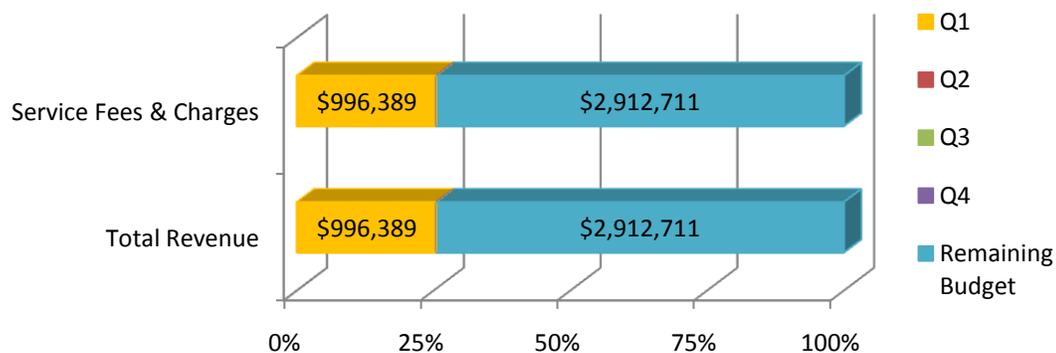


**Agency Budgeted Revenue By Source**



- The General Fund revenue for the Recorder is estimated to be **\$3,909,100** for 2011, which is **1.4%** of the total budgeted revenue for the General Fund.
- The main sources of General Fund revenue for the Recorder are: fees based on document filings, document searches, and generation of copies from electronic image, microfiche, microfilm, or paper copy. Most of this revenue is derived from the filing of mortgage documents.

## General Fund - Revenue



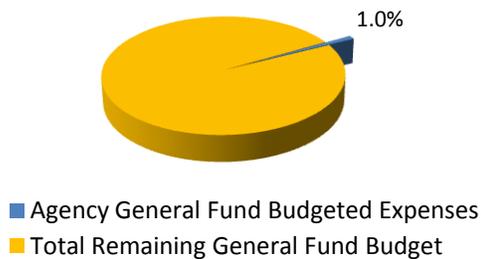
	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	YTD	Total*
Prior Year Actuals	\$908,481	\$1,029,736	\$1,137,610	\$1,236,986	\$908,481	\$4,312,813
Current Year Actuals	\$996,389				\$996,389	\$3,909,100

\* Current year total represents revised budget.

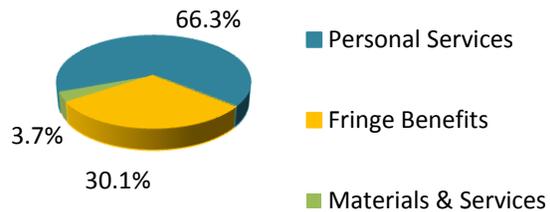
- First quarter revenue of **\$996,389** represents **25.5%** of the budgeted amount for the year.
- General Fees collected during the 1<sup>st</sup> quarter were \$994,327, 25.8% of the amount budgeted for the year (\$32,327 above the 25% level). When compared to 2010, \$100,483 more was collected in the 1<sup>st</sup> quarter of 2011.

## General Fund Analysis

**Share of Total County Expenses**

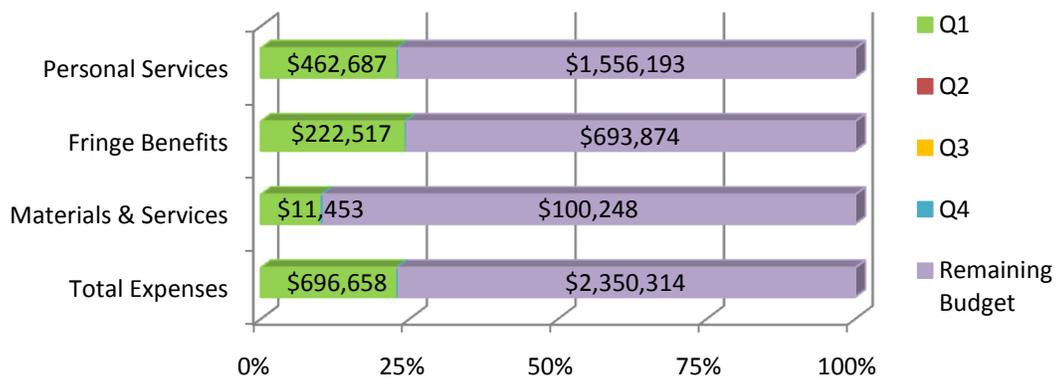


**Agency Budgeted Expenses By Type**



- The General Fund expenditures for the Recorder are estimated to be **\$3,046,972** for 2011, which is **1.0%** of the total budgeted expenditures for the General Fund.

## General Fund - Expenses



	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	YTD	Total*
Prior Year Actuals	\$690,412	\$724,525	\$841,067	\$804,558	\$690,412	\$3,060,562
Current Year Actuals	\$696,658				\$696,658	\$3,046,972

\* Current year total represents revised budget.

- First quarter expenditures of **\$696,658** represent **22.9%** of the budgeted amount for the year.
- Expenditures for personal services in the 1<sup>st</sup> quarter were \$462,687, which represents 22.9% of the amount budgeted for the year. Six pay periods occurred in the 1<sup>st</sup> quarter, which represents 23.08% of the total pay periods in 2011.
- Expenditures for materials and services in the 1<sup>st</sup> quarter were \$11,453, which represents 10.3% of the amount budgeted for the year. Stocking up on supplies in the 4<sup>th</sup> quarter of 2010 accounts for several items having low expenditures in the 1<sup>st</sup> quarter of 2011. Maintenance and repair agreements are due later in the year for the majority of equipment.

## General Fund Analysis

### Personal Services

<u>Quarter</u>	<u>Agency Budget</u>	<u>Actual Expenditures</u>	<u>% of Budget Expended</u>
1st Quarter	\$465,895	\$462,687	99.3%
2nd Quarter	\$465,895		
3rd Quarter	\$543,545		
4th Quarter	\$543,545		
<b>Total</b>	<b>\$2,018,880</b>	<b>\$462,687</b>	<b>22.9%</b>

- There were no significant variances in Personal Service expenditures during this quarter.

### Budget Corrective Items

#### Approved

- Resolution No. 0040-11 authorized a transfer of General Fund appropriations from the Commissioners Reserves in the amount of \$1,263,329 and Non-General Fund supplemental appropriations in the amount of \$713,255 to various agencies. These appropriations were to be used to provide a 1.5% salary and wage increase to non-bargaining employees.

#### Pending

- There are no requests currently pending that may impact the budget.

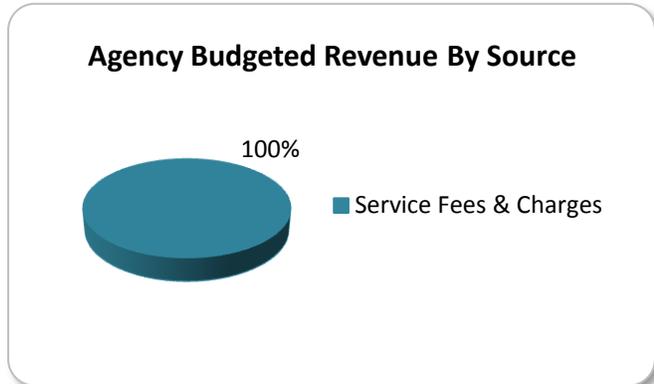
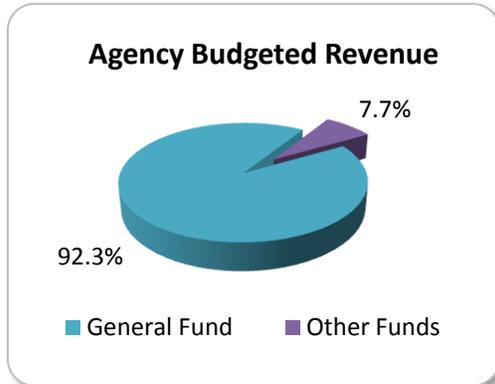
#### Not Recommended

- There have been no requests for budget adjustments not approved to date.

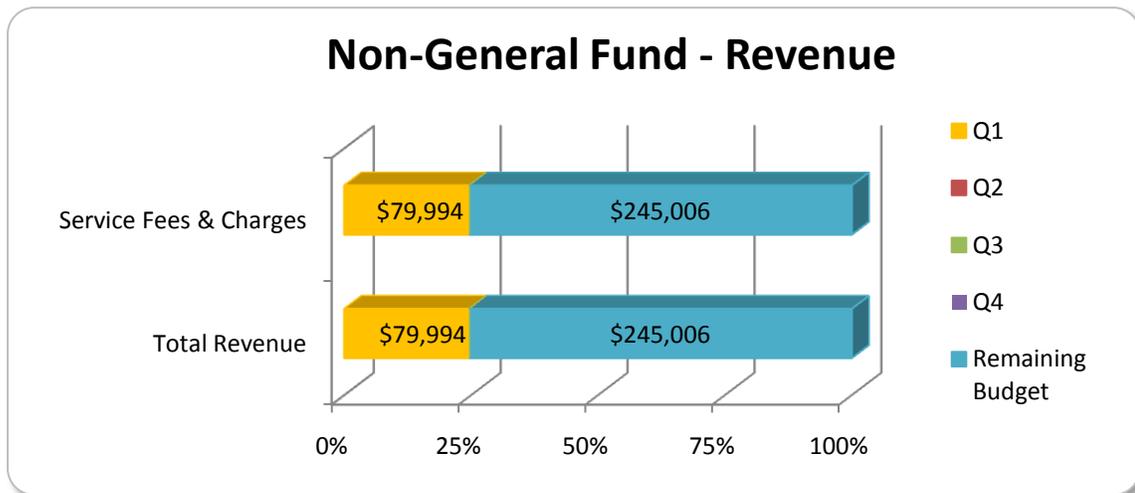
### Additional Budget Analysis and Budget Recommendations

- Based upon the 1<sup>st</sup> quarter analysis, there are no recommendations for budget savings or organizational performance improvements at this time.

## Non-General Fund Analysis



- The non-general fund revenue for the Recorder is estimated to be **\$325,000** for 2011, which is **7.7%** of the total budgeted revenue (**\$4,234,100**) for the Recorder.
- The main source of non-general fund revenue for the Recorder is a \$2.00 fee that is collected for every document filed, and deposited into the Recorder’s Equipment Fund.

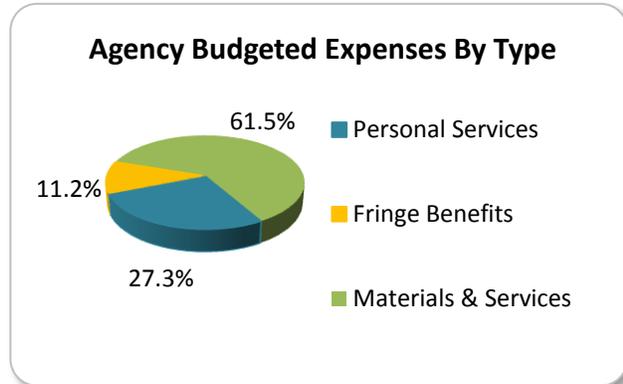
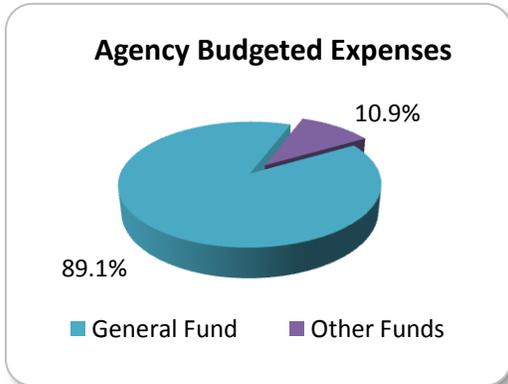


	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	YTD	Total*
Prior Year Actuals	\$72,634	\$80,934	\$87,712	\$91,166	\$241,280	\$332,446
Current Year Actuals	\$79,994				\$79,994	\$325,000

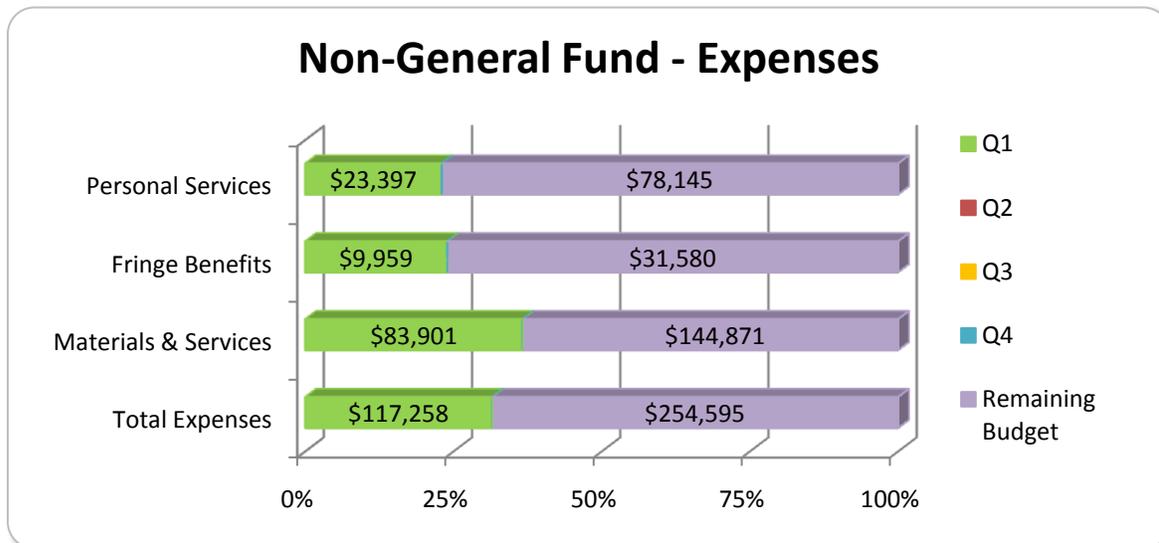
\* Current year total represents revised budget.

- First quarter revenue of **\$79,994** represents **24.6%** of the budgeted amount for the year.

## Non-General Fund Analysis



- The non-general fund expenditure budget for the Recorder is estimated to be **\$371,853** for 2011, which is **10.9%** of the total budgeted expenditures (**\$3,418,825**) for the Recorder.



	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	YTD	Total*
Prior Year Actuals	\$114,887	\$72,658	\$101,375	\$58,824	\$114,887	\$347,744
Current Year Actuals	\$117,258				\$117,258	\$371,853

\* Current year total represents revised budget.

- First quarter expenditures of **\$117,258** represent **31.5%** of the budgeted amount for the year.
- The Materials and Services category includes expenditures in the Equipment Fund for maintenance and repair agreements and software licenses. These expenditures are made on a yearly basis.

## Non-General Fund Analysis

### Personal Services

<u>Quarter</u>	<u>Agency Budget</u>	<u>Actual Expenditures</u>	<u>% of Budget Expended</u>
1st Quarter	\$23,433	\$23,397	99.8%
2nd Quarter	\$23,433		
3rd Quarter	\$27,338		
4th Quarter	\$27,338		
<b>Total</b>	<b>\$101,542</b>	<b>\$23,397</b>	<b>23.0%</b>

- There were no significant variances in Personal Service expenditures during this quarter.

### Budget Corrective Items

#### Approved

- Resolution No. 0040-11 authorized a transfer of General Fund appropriations from the Commissioners Reserves in the amount of \$1,263,329 and Non-General Fund supplemental appropriations in the amount of \$713,255 to various agencies. These appropriations were to be used to provide a 1.5% salary and wage increase to non-bargaining employees.

#### Pending

- There are no requests currently pending that may impact the budget.

#### Not Recommended

- There have been no requests for budget adjustments not approved to date.

### Additional Budget Analysis and Budget Recommendations

- Based upon the 1<sup>st</sup> quarter analysis, there are no recommendations for budget savings or organizational performance improvements at this time.