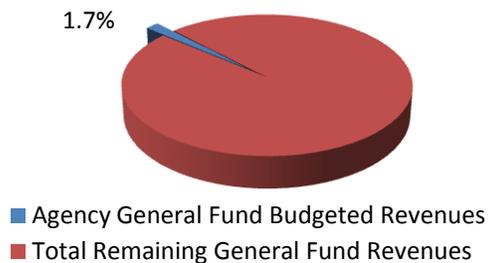


General Fund Analysis

Share of Total County Revenue

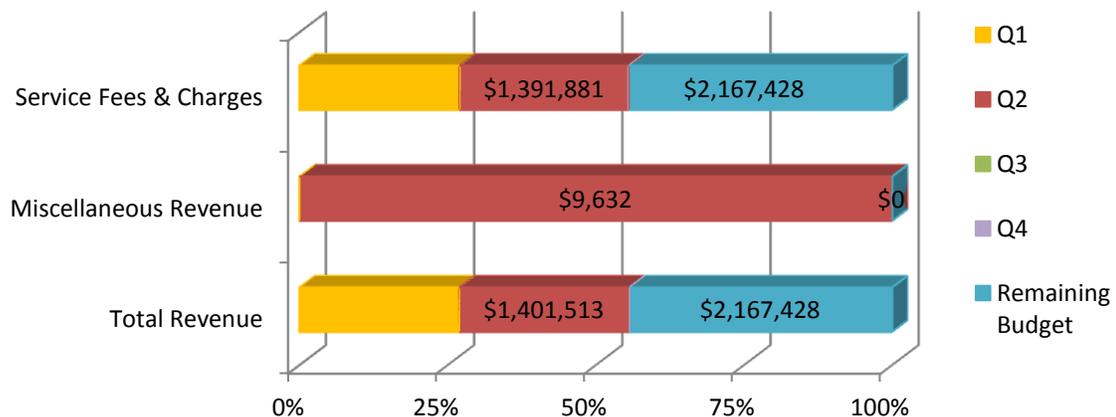


Agency Budgeted Revenues By Source



- The General Fund revenue for the Recorder's Office is estimated to be **\$4,877,110** for 2013, which is 1.7% of the total budgeted revenue for the General Fund.
- The main sources of General Fund revenue for the Recorder's Office 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

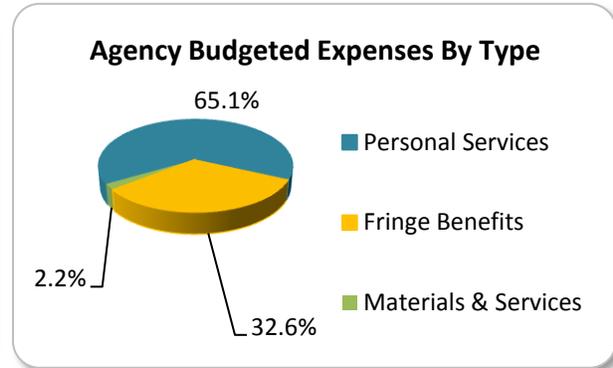
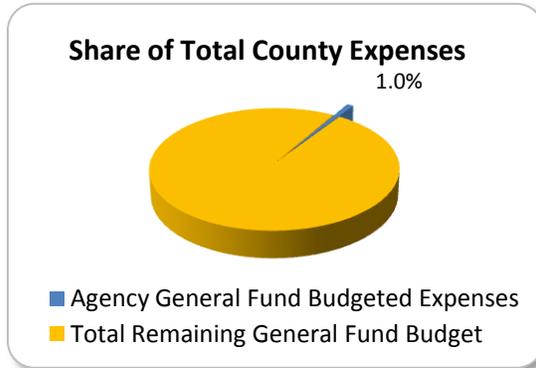


	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	YTD	Total*
Prior Year Actuals	\$1,025,720	\$1,194,581	\$1,262,488	\$1,352,412	\$2,220,301	\$4,835,201
Current Year Actuals	\$1,317,801	\$1,401,513			\$2,719,314	\$4,877,110

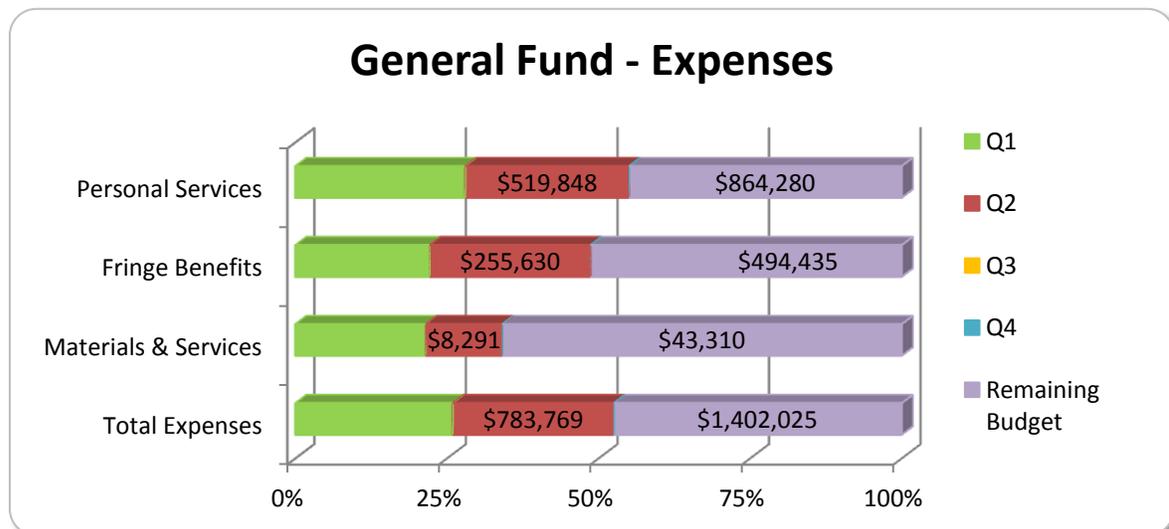
* Current year total represents revised budget.

- Second quarter revenue of **\$1,401,513** represents 28.7% of the budgeted amount for the year. YTD revenue of **\$2,719,314** represents 55.8% of the budgeted amount for the year.
- General Fees collected during the 2nd quarter were \$1,368,227 which is 28.6% of the amount budgeted for the year. This amount represents an increase of \$201,846 or 17.3% over the amount that was collected in the 2nd quarter of 2012. The overall revenue variance is related to increases for both mortgage refinancings and home sales.

General Fund Analysis



- The General Fund expenditures for the Recorder’s Office are estimated to be **\$2,951,852** for 2013, which is **1.0%** of the total budgeted expenditures for the General Fund.



	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	YTD	Total*
Prior Year Actuals	\$620,788	\$724,111	\$613,561	\$669,788	\$1,344,899	\$2,628,248
Current Year Actuals	\$766,058	\$783,769			\$1,549,827	\$2,951,852

* Current year total represents revised budget.

- Second quarter expenditures of **\$783,769** represent **26.6%** of the budgeted amount for the year. YTD expenditures of **\$1,549,827** represent **52.5%** of the budgeted amount for the year.
- There are no significant variances in the current quarter versus budget.

General Fund Analysis

Personal Services

<u>Quarter</u>	<u>Agency Budget</u>	<u>Actual Expenditures</u>	<u>% of Budget Expended</u>
1st Quarter	\$443,664	\$538,416	121.4%
2nd Quarter	\$517,608	\$519,848	100.4%
3rd Quarter	\$443,664		
4th Quarter	\$517,608		
Total	\$1,922,544	\$1,058,264	55.0%

- There were 13 pay periods through the end of the 2nd quarter, which would equate to 50.0% of budget.
- Personal Services expenditures for the Recorder's Office exceeded the amount budgeted for the 1st quarter due to termination payouts of vacation and sick leave in the amount of \$101,178. Excluding these termination payouts, Personal Services expenditures would have been 98.6% of the budgeted amount.
- Personal Services expenditures for the Recorder's Office also exceeded the amount budgeted for the 2nd quarter due to termination payouts of vacation and sick leave in the amount of \$2,246. Excluding these termination payouts, Personal Services expenditures would have been 99.9% of the budgeted amount. OMB will continue to monitor these expenses and appropriations will be realigned through the Omnibus Termination and Wellness Resolution at the end of the year to accommodate these non-recurring costs for the Recorder's Office.

Budget Corrective Items

Approved

- Resolution No. 0031-13 authorized a General Fund transfer of appropriations from the Commissioners' Reserves in the amount of \$1,219,297 to various County offices for a 1.5% salary and wage increase for non-bargaining employees. The total amount transferred to Personal Services and Fringe Benefits for the Recorder's Office was \$35,688.
- A revenue adjustment of \$419,310 was certified in the 2nd quarter to reflect the increase in the number of filings for both mortgage refinancings and home sales.

Pending

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

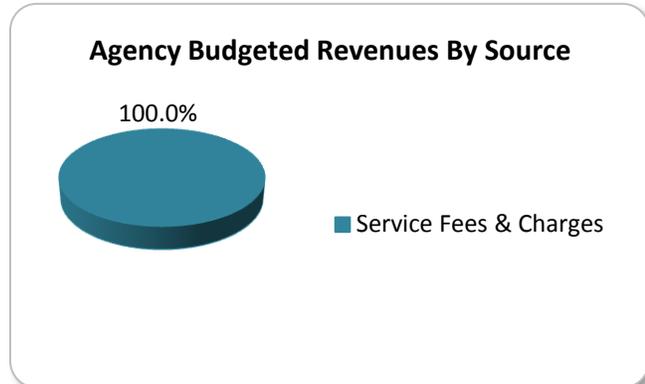
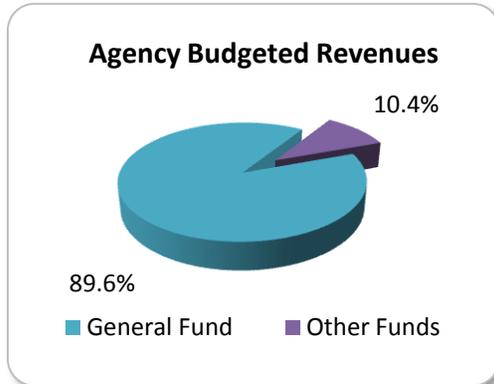
Not Recommended

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

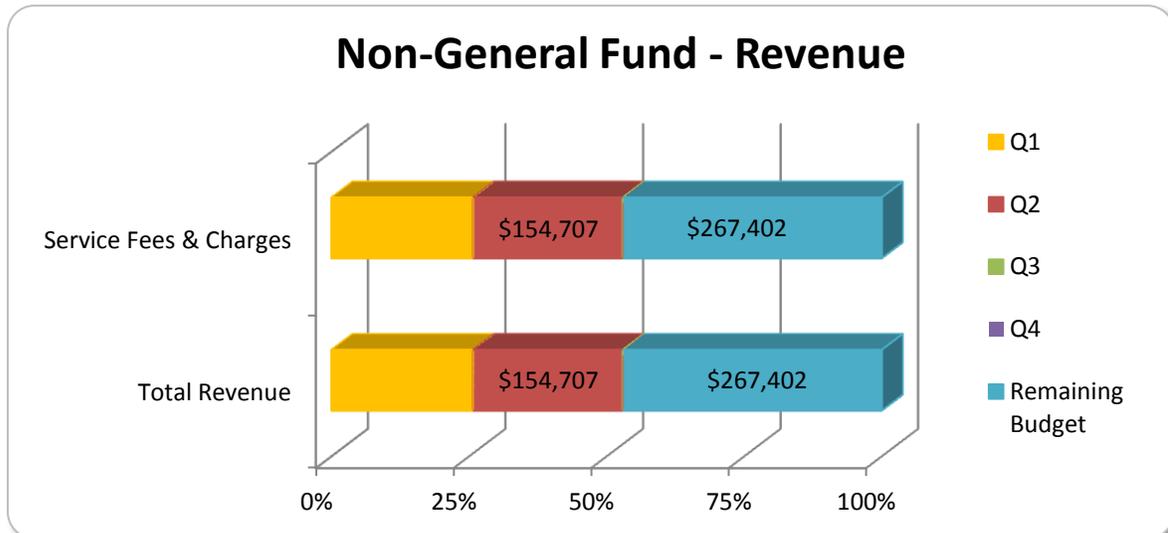
Additional Budget Analysis and Budget Recommendations

- Based upon this analysis there are no recommendations for budget savings or organizational performance improvement at this time.

Non-General Fund Analysis



- The non-general fund revenue for the Recorder’s Office is estimated to be **\$568,345** for 2013, which is **10.4%** of the total budgeted revenue (**\$5,445,455**) for the Recorder’s Office.
- The main source of non-general fund revenue for the Recorder’s Office is a \$3.00 fee that is collected for every document filed, and deposited into the Recorder’s Equipment Fund (Fund 1616).

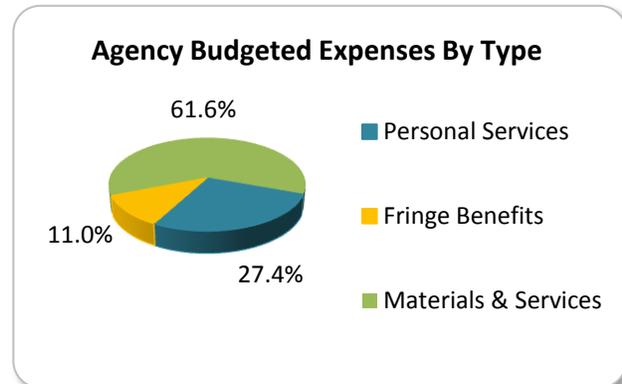
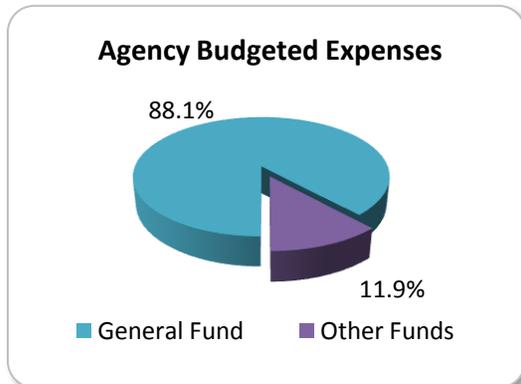


	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	YTD	Total*
Prior Year Actuals	\$118,502	\$136,042	\$138,727	\$152,803	\$254,544	\$546,074
Current Year Actuals	\$146,236	\$154,707			\$300,943	\$568,345

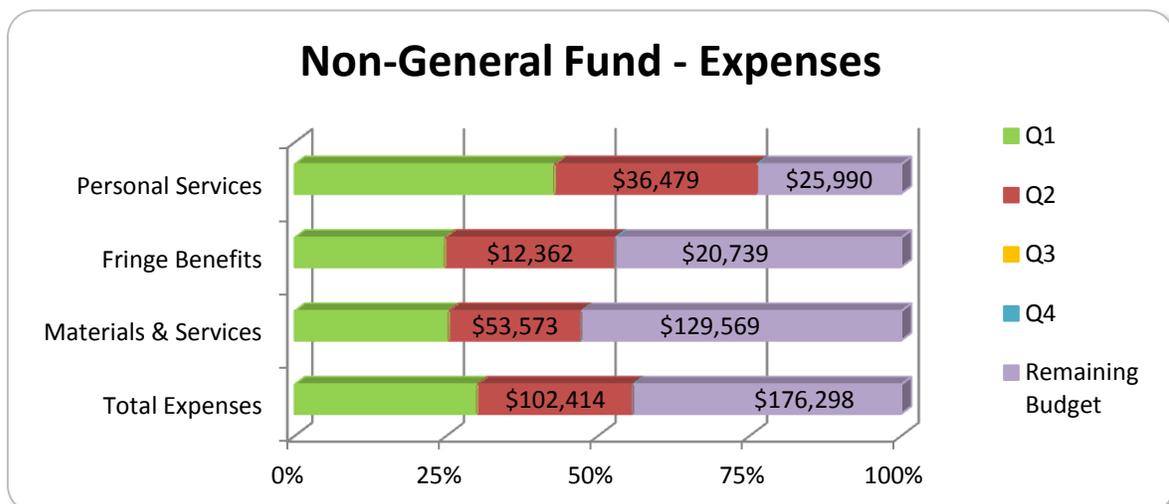
* Current year total represents revised budget.

- Second quarter revenue of **\$154,707** represents **27.2%** of the budgeted amount for the year. YTD revenue of **\$300,943** represents **53.0%** of the budgeted amount for the year.
- The increase in Service Fees and Charges represents an increase of \$18,665 or 13.7% over the amount that was collected in the 2nd quarter of 2012. The overall revenue variance is related to increases for both mortgage refinancing and home sales.

Non-General Fund Analysis



- The non-general fund expenditure budget for the Recorder's Office is estimated to be **\$398,880** for 2013, which is 11.9% of the total budgeted expenditures for the Recorder's Office.



	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	YTD	Total*
Prior Year Actuals	\$128,911	\$76,810	\$91,771	\$127,911	\$205,721	\$425,403
Current Year Actuals	\$120,168	\$102,414			\$222,582	\$398,880

* Current year total represents revised budget.

- Second quarter expenditures of **\$102,414** represent **25.7%** of the budgeted amount for the year. YTD expenditures of **\$222,582** represent **55.8%** of the budgeted amount for the year.
- The Materials and Services budget category includes one-time expenditures in the Equipment Fund for maintenance/repair agreements, photographic supplies as well as software licensure

Non-General Fund Analysis

Personal Services

<u>Quarter</u>	<u>Agency Budget</u>	<u>Actual Expenditures</u>	<u>% of Budget Expended</u>
1st Quarter	\$25,224	\$46,834	185.7%
2nd Quarter	\$29,428	\$36,479	124.0%
3rd Quarter	\$25,224		
4th Quarter	\$29,428		
Total	\$109,303	\$83,313	76.2%

- There were 13 pay periods through the end of the 2nd quarter, which would equate to 50.0% of budget.
- Personal Services expenditures for the Recorder's Office exceeded the amount budgeted for the 1st quarter due to termination payouts of vacation and sick leave in the amount of \$19,950. Excluding these termination payouts, Personal Services expenditures would have been 106.6% of the budgeted amount.
- Personal Services expenditures for the Recorder's Office also exceeded the amount budgeted for the 2nd quarter due to termination payouts of vacation and sick leave in the amount of \$10,334. Excluding these termination payouts, Personal Services expenditures would have been 88.8% of the budgeted amount. OMB will continue to monitor these expenses and appropriations will be realigned through the Omnibus Termination and Wellness Resolution at the end of the year to accommodate these non-recurring costs for the Recorder's Office

Budget Corrective Items

Approved

- Resolution No. 0031-13 authorized non-general fund supplemental appropriations in the amount of \$727,419 to various County offices for a 1.5% salary and wage increase for non-bargaining employees. The total amount of supplemental appropriations in Personal Services and Fringe Benefits for the Recorder's Office in the Recorder's Equipment Fund (Fund 2016) was \$1,879.
- A revenue increase of \$40,545 was certified by the Budget Commission in the 2nd quarter to reflect the increase in the number of filings for both mortgage refinancings and home sales.

Pending

- The Recorder's Office has noted that a pending proposal will be submitted to OMB to request an increase of \$2.00 for the per page fee set that is deposited to the Recorder's Equipment Fund. The estimated decrease in General Fund revenue for the 2014 fiscal year through the potential implementation of such a fee increase is estimated to be \$391,208. OMB will work with the Recorder's Office to ensure that any change to the set aside will not have a negative impact on the cash balance to the General Fund.

Not Recommended

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

Additional Budget Analysis and Budget Recommendations

- As enacted in the State of Ohio 2014-2015 Biennial Budget (HB 59), Section 317.321 of the ORC was amended to require any fee set aside for the Recorder's Equipment Fund to remain in effect until January 1, 2019, regardless of the number of years that the fee was originally approved by the Board of Commissioners. As a result, the current \$3.00 fee that was set to expire on December 31, 2013 will continue into effect until January 1, 2019.