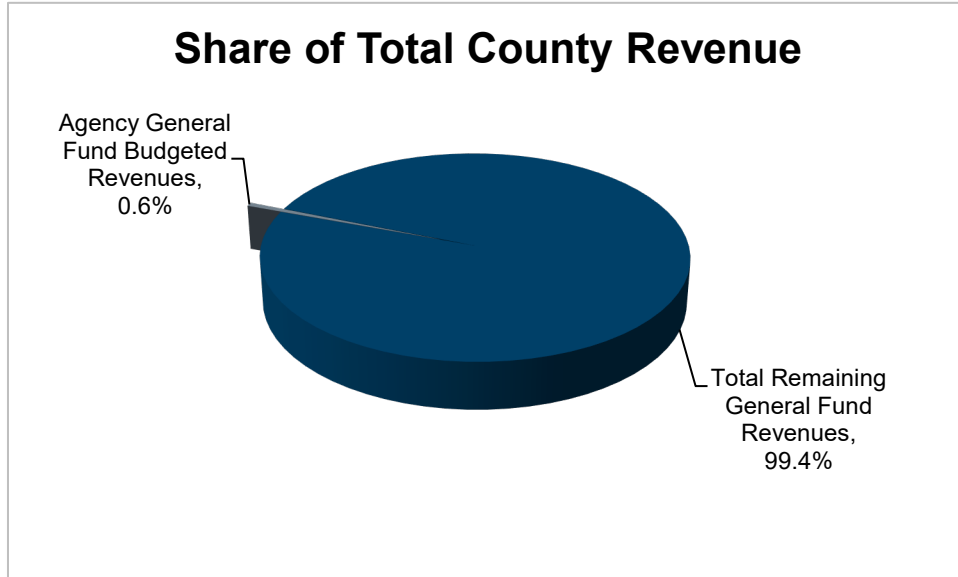
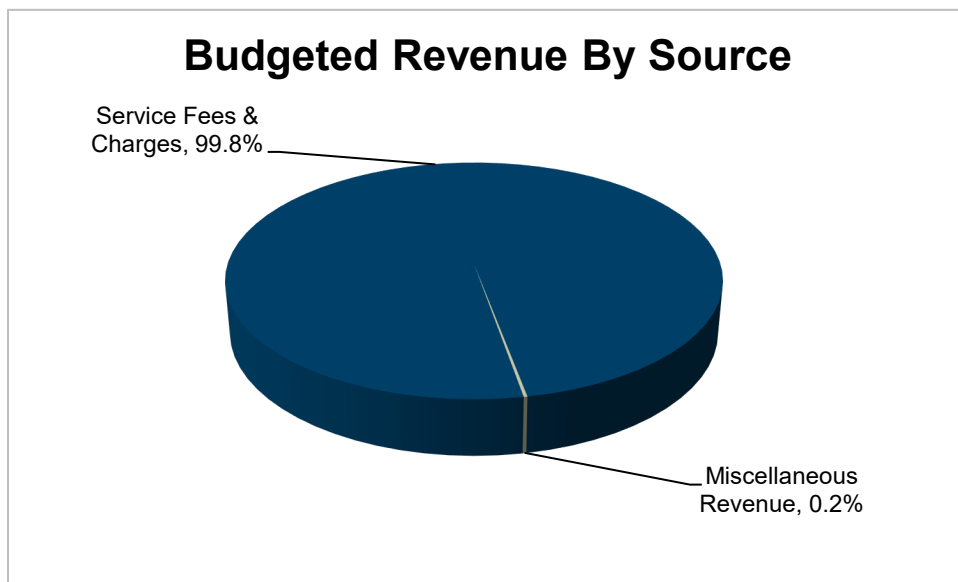


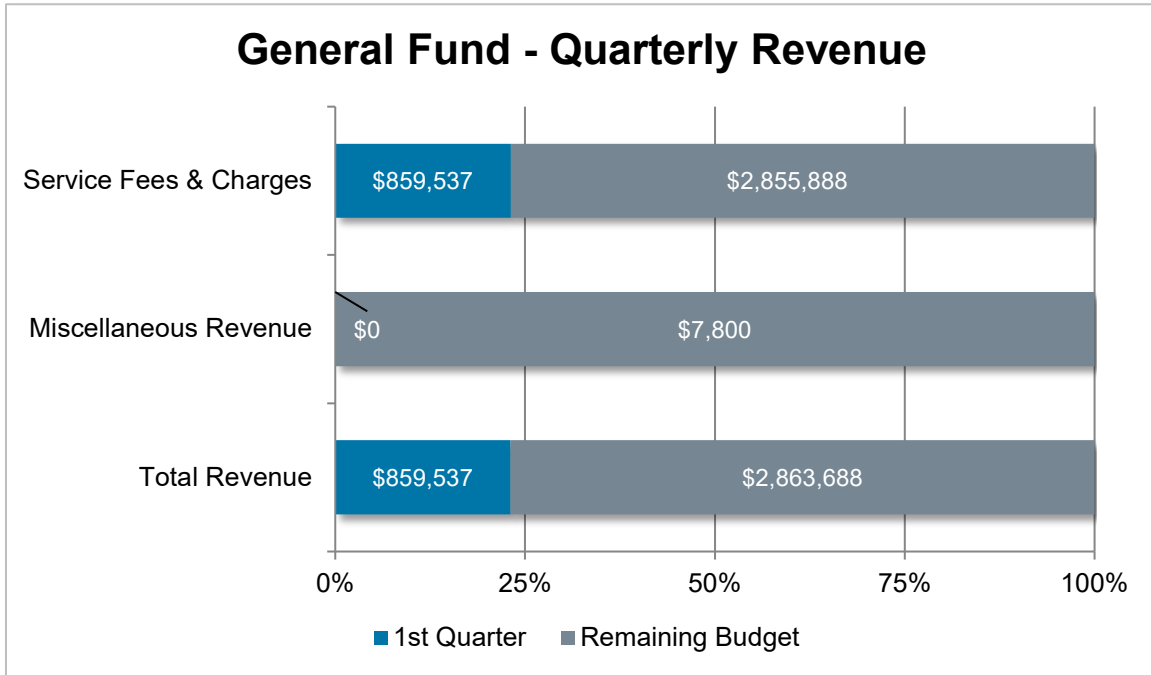
General Fund – Revenue Analysis



- The General Fund revenue for the Recorder's Office is estimated to be **\$3,723,225** for 2024, which is **0.6%** 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 the filings of mortgages and deeds.



Actuals	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	YTD	Total*
Prior Year	\$875,609	\$984,045	\$1,045,912	\$951,937	\$875,609	\$3,857,503
Current Year	\$859,537				\$859,537	\$3,723,225

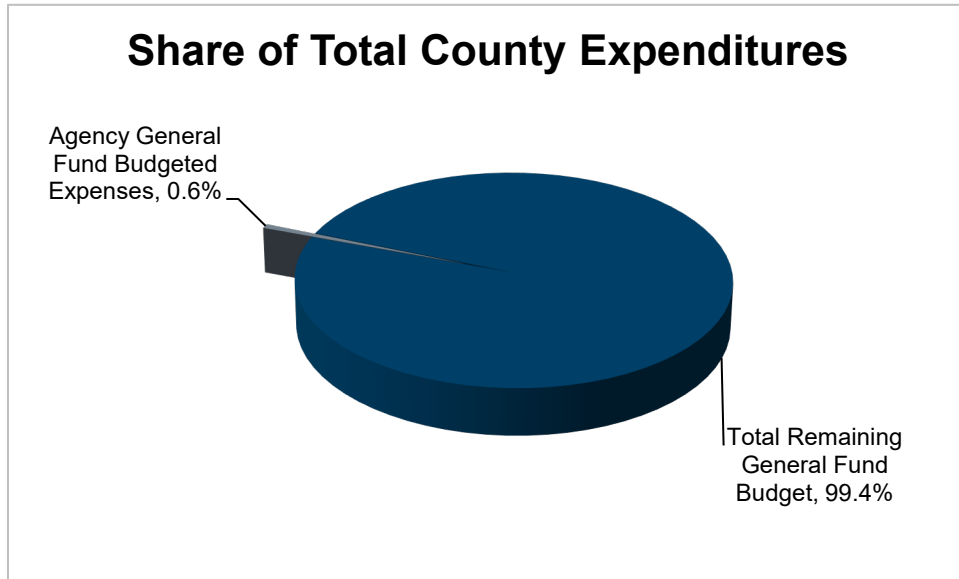
*\*Current year total represents revised budget.*

- YTD revenue of **\$859,537** represents **23.1%** of the budgeted amount for the year. The change from the prior year is primarily due to a continuing decrease in the filings of refinanced mortgages associated with the increase in interest rates.

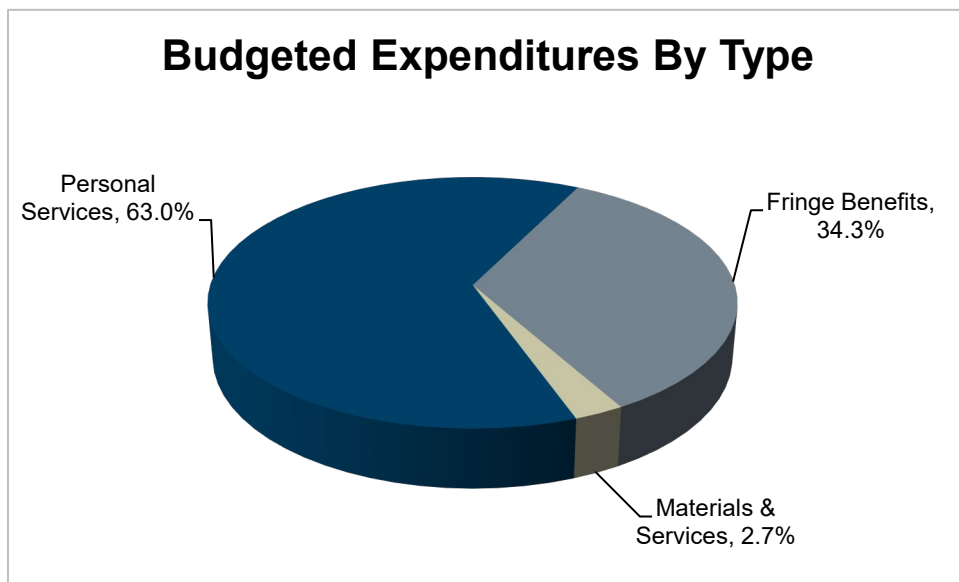
### General Fund – Significant Revenue Sources

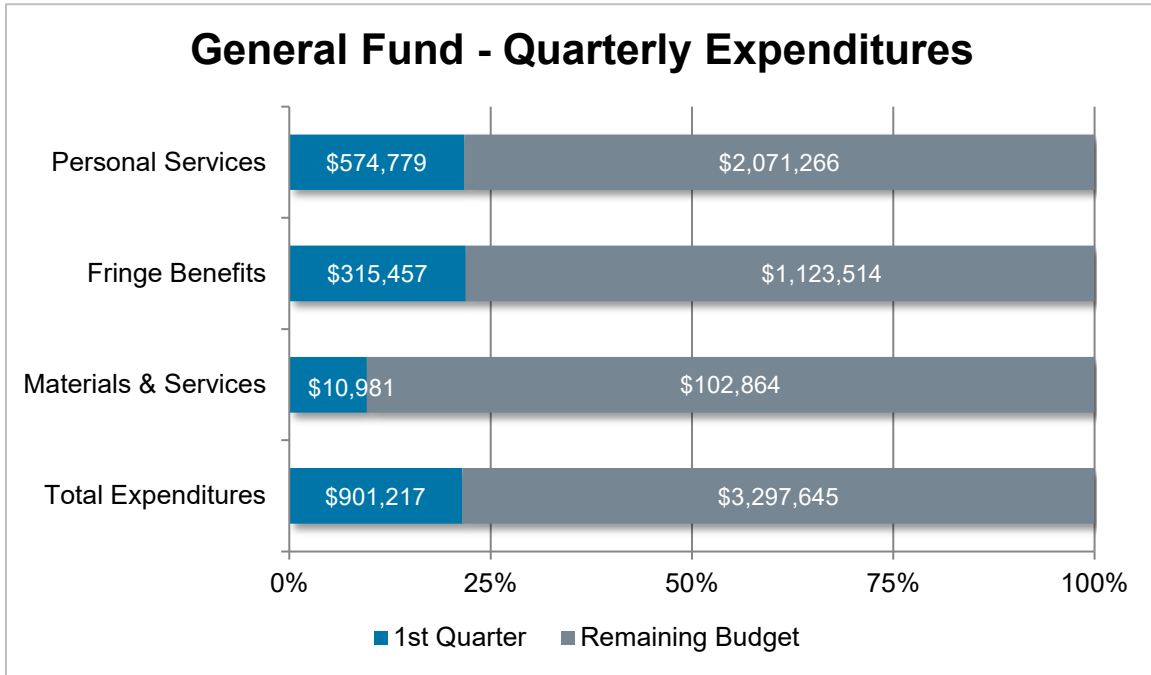
Description	Budget Category	YTD Amount	% of YTD Revenue
Fees - General	Service Fees & Charges	\$848,165	98.7%
Housing Trust Admin Fees	Service Fees & Charges	\$10,443	1.2%
Postage Fees	Service Fees & Charges	\$709	1.2%
Card Fees	Service Fees & Charges	\$220	0.7%

General Fund – Expenditure Analysis



- The General Fund expenditures for the Recorder's Office are estimated to be **\$4,198,861** for 2024, which is **0.6%** of the total budgeted expenditures for the General Fund.





Actuals	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	YTD	Total*
Prior Year	\$840,152	\$935,939	\$874,056	\$1,051,902	\$840,152	\$3,702,049
Current Year	\$901,216				\$901,216	\$4,198,861

\*Current year total represents revised budget.

- YTD expenditures of **\$901,216** represent **21.5%** of the budgeted amount for the year. The change from the prior year is primarily due to decreased vacancies from the 1<sup>st</sup> quarter of 2023. Material & Services expenditures were below the 25% threshold primarily due to the timing of professional services, travel and training, and the purchase of office supplies.

### General Fund – Significant Non-Payroll Expenditures

Description	Budget Category	YTD Amount	% of YTD Expenditures
Storage Facilities Rent/Lease	Materials & Services	\$4,574	0.5%
Vehicle Storage & Parking	Materials & Services	\$2,700	0.3%
Registration Fee – In County	Materials & Services	\$1,372	0.2%
Office Materials & Supplies	Materials & Services	\$1,183	0.1%
Bank Account Mgmt./ Credit Bureau	Materials & Services	\$982	0.1%

General Fund – Personal Services Analysis

Quarter	Agency Budget	Actual Expenditures	% of Budget
1 <sup>st</sup> Quarter	\$610,626	\$574,779	94.1%
2 <sup>nd</sup> Quarter	\$712,397		
3 <sup>rd</sup> Quarter	\$610,626		
4 <sup>th</sup> Quarter	\$712,397		
<b>Total</b>	<b>\$2,646,045</b>	<b>\$574,779</b>	<b>21.7%</b>

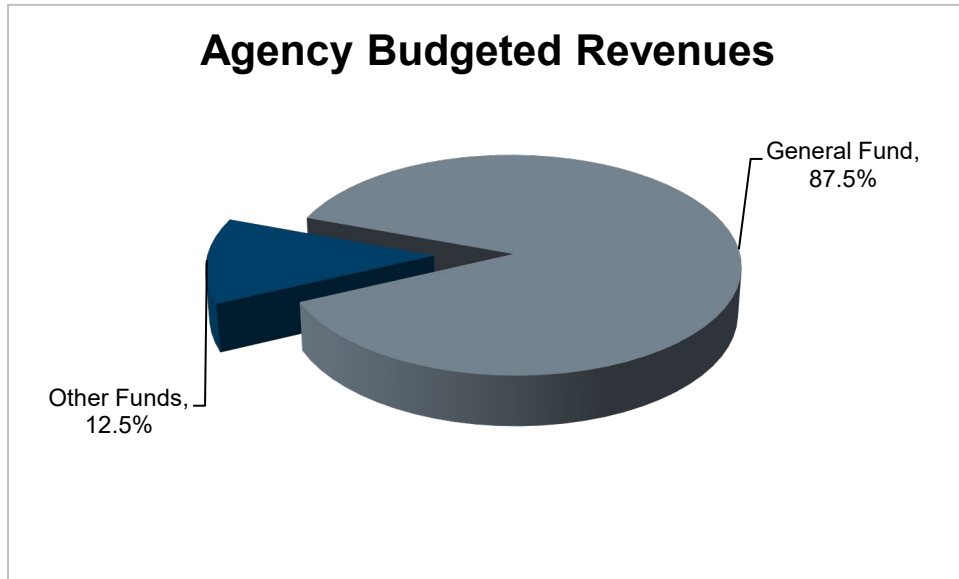
- There were six pay periods through the end of the 1<sup>st</sup> quarter, which would equate to 23.1% of the budgeted amount. The variance is due to higher than anticipated vacancies in the 1<sup>st</sup> quarter.

Description	Actual Expenditures	% of Personal Services
Salaries & Wages	\$573,250	99.7%
Termination Payouts	\$1,529	0.3%
Overtime	\$0	0.0%
Other Personal Services	\$0	0.0%

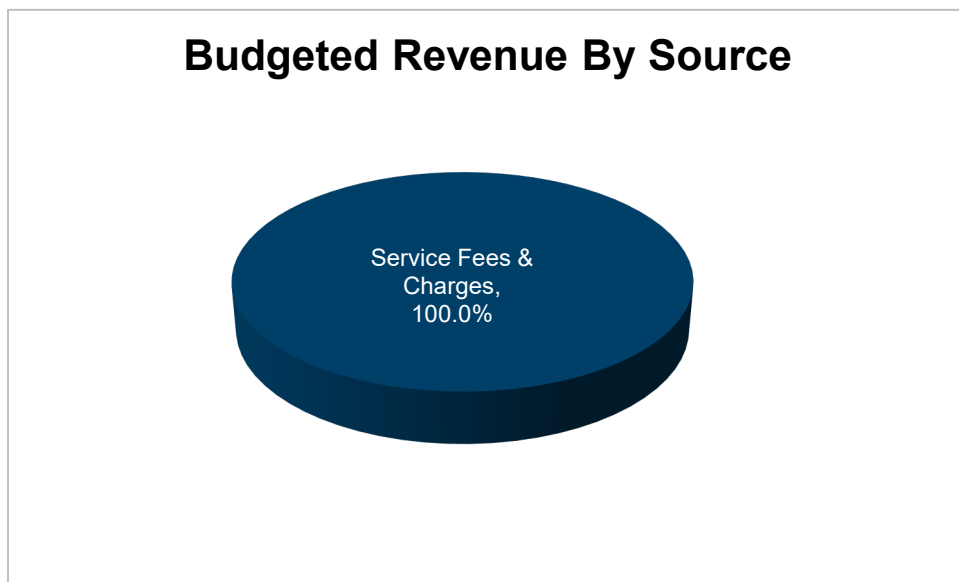
General Fund – Budget Corrective Items - Approved

Resolution No.	Amount	Type	Explanation
0029-24	\$119,142	Supplemental	Non-Bargaining Increase

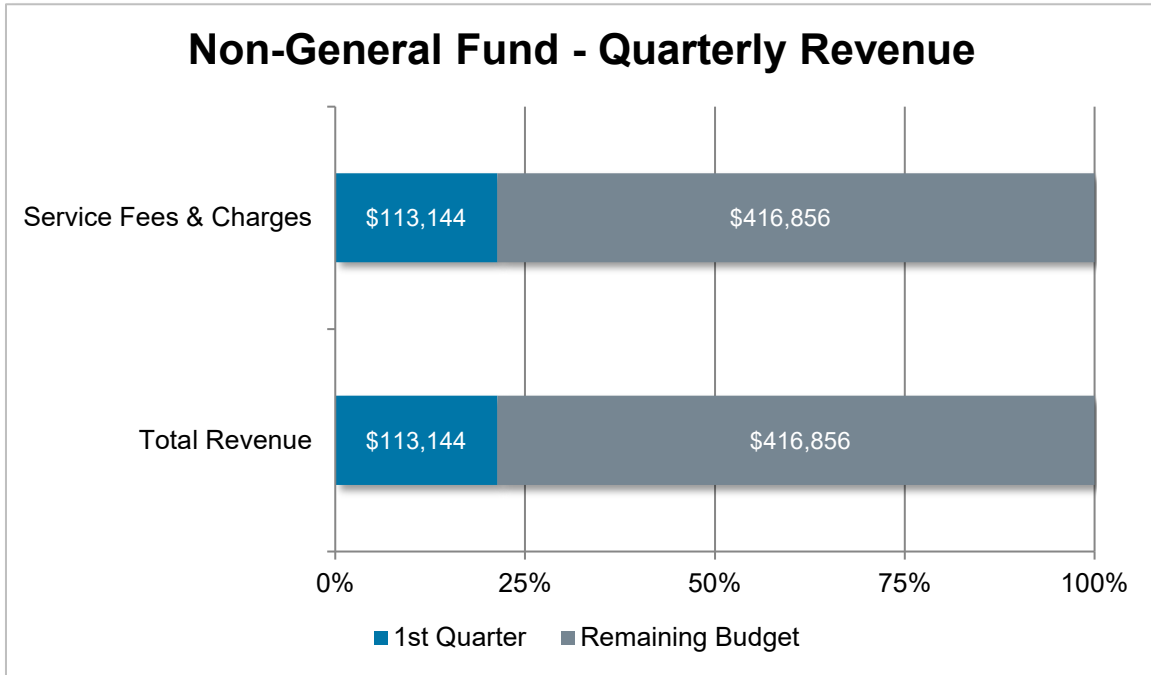
Non-General Fund – Revenue Analysis



- The non-general fund revenue for the Recorder's Office is estimated to be **\$530,000** for 2024, which is **12.5%** of the total budgeted revenue for the Recorder's Office.



- The main source of non-general fund revenue for the Recorder's Office is a \$4.00 fee that is collected for every document filed and deposited into the Recorder's Technology Fund.



Actuals	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	YTD	Total*
Prior Year	\$113,608	\$128,640	\$136,072	\$121,448	\$113,608	\$499,768
Current Year	\$113,144				\$113,144	\$530,000

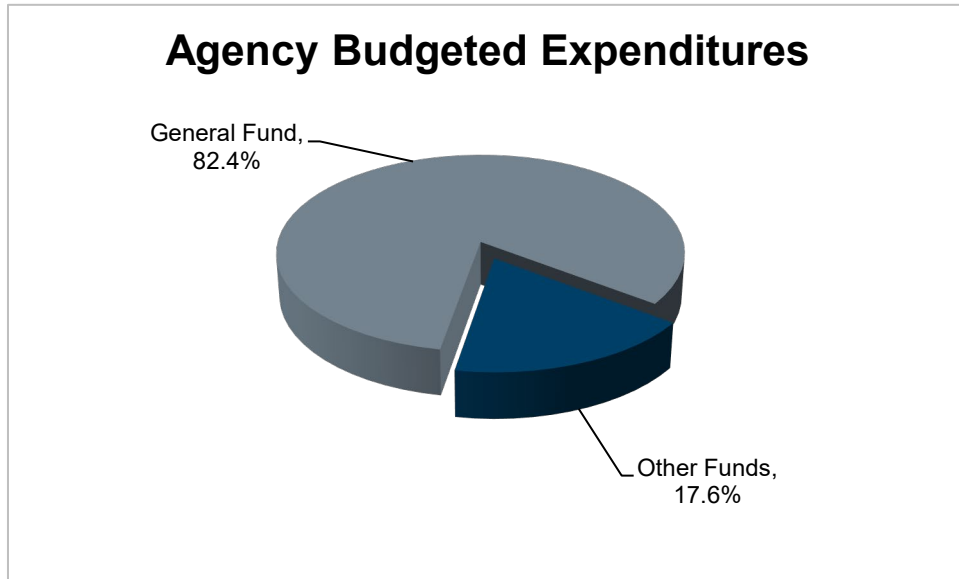
\*Current year total represents revised budget.

- YTD revenue of **\$113,144** represents **21.4%** of the budgeted amount for the year. There is no significant change from the prior year.

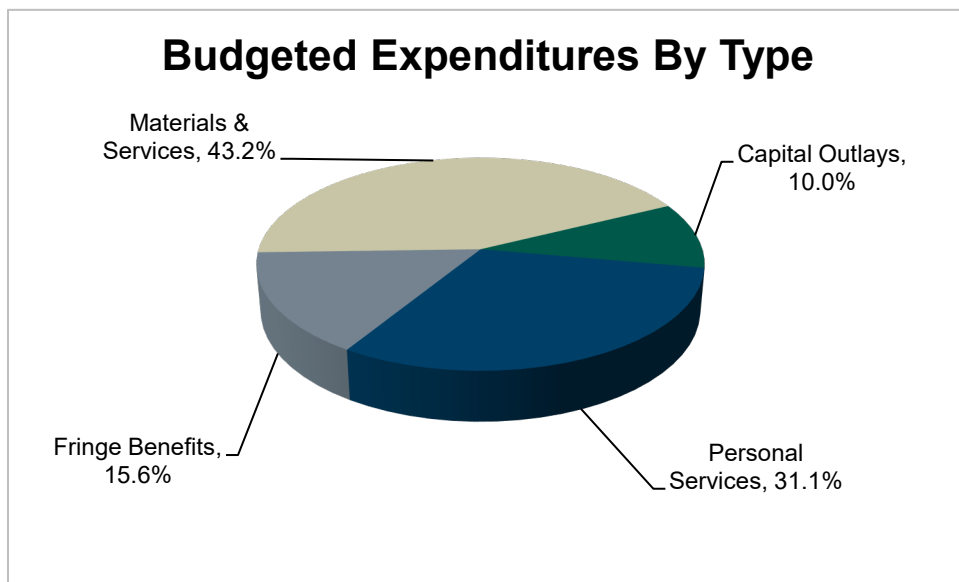
### Non-General Fund – Significant Revenue Sources

Description	Budget Category	YTD Amount	% of YTD Revenue
Fees – General	Service Fees & Charges	\$113,144	100.0%

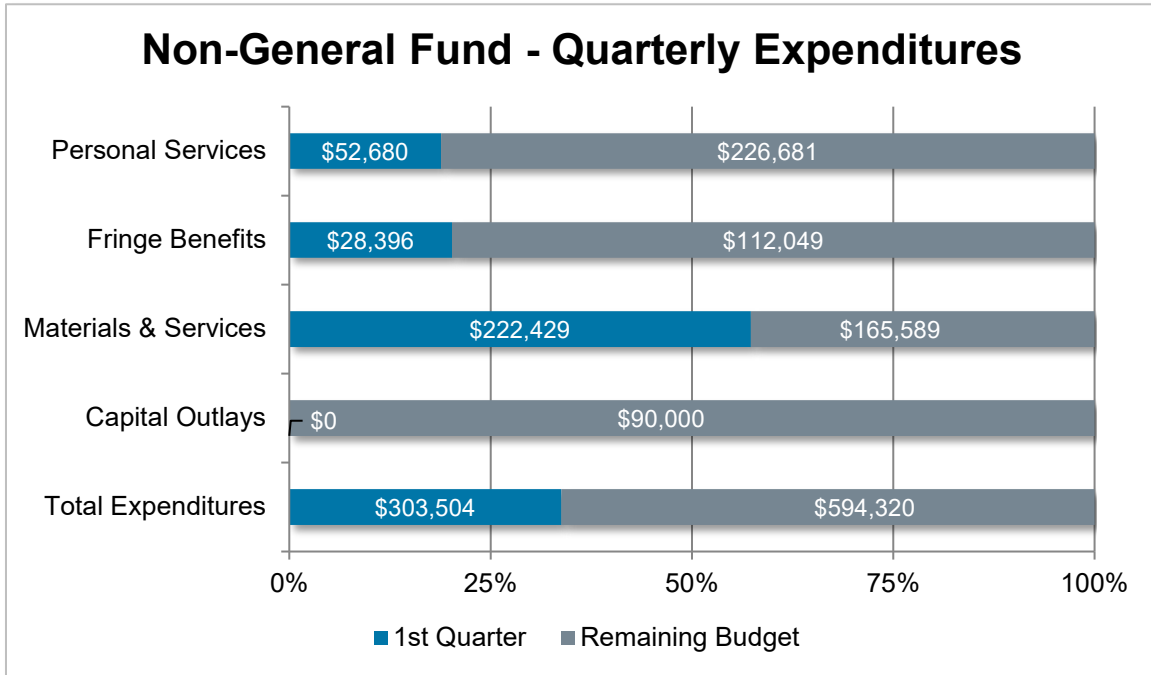
Non-General Fund – Expenditure Analysis



- The non-general fund expenditures for the Recorder's Office are estimated to be **\$897,824** for 2024, which is **17.6%** of the total budgeted expenditures for the Recorder's Office.







Actuals	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	YTD	Total*
Prior Year	\$280,513	\$111,914	\$146,661	\$199,684	\$280,513	\$738,772
Current Year	\$303,504				\$303,504	\$897,824

*\*Current year total represents revised budget.*

- YTD expenditures of **\$303,504** represent **33.8%** of the budgeted amount for the year. The change from the prior year is primarily due to increased purchases of Photographic supplies and equipment. In the current year, the variance above the 25% threshold is primarily due to the timing of expenditures related to IT Maintenance & Repair agreements.

### Non-General Fund – Significant Non-Payroll Expenditures

Description	Budget Category	YTD Amount	% of YTD Expenditures
IT Maintenance & Repair Agreements	Materials & Services	\$143,824	47.4%
IT Microsoft Licenses	Materials & Services	\$33,858	11.2%
Photographic Supplies	Materials & Services	\$32,194	10.6%
IT Software Subscription & Maintenance	Materials & Services	\$7,096	2.3%
Memberships	Materials & Services	\$3,878	1.3%

Non-General Fund – Personal Services Analysis

Quarter	Agency Budget	Actual Expenditures	% of Budget
1 <sup>st</sup> Quarter	\$64,468	\$52,680	81.7%
2 <sup>nd</sup> Quarter	\$75,213		
3 <sup>rd</sup> Quarter	\$64,468		
4 <sup>th</sup> Quarter	\$75,213		
<b>Total</b>	<b>\$279,361</b>	<b>\$52,680</b>	<b>18.9%</b>

- There were six pay periods through the end of the 1<sup>st</sup> quarter, which would equate to 23.1% of the budgeted amount. The variance is due to higher than anticipated vacancies in the Technology Fund in the 1<sup>st</sup> quarter.

Description	Actual Expenditures	% of Personal Services
Salaries & Wages	\$52,680	100.0%
Termination Payouts	\$0	0.0%
Overtime	\$0	0.0%
Other Personal Services	\$0	0.0%

Non-General Fund – Budget Corrective Items - Approved

Resolution No.	Amount	Type	Explanation
0029-24	\$13,401	Supplemental	Non-Bargaining Increase