

# 12D - CLERK RECORDER'S SPECIAL REVENUE FUND

## Operational Summary

### Description:

The Clerk-Recorder Special Revenue Fund was established in FY 04/05 to better control specific revenues generated from services provided. The Fund is 100% revenue off-set by fees paid from recordation of real property transactions and from the collection of certified copy requests of birth, death, and marriage records.

At a Glance:	
Total FY 2006-2007 Projected Expend + Encumb:	4,269,041
Total Recommended FY 2007-2008	4,494,358
Percent of County General Fund:	N/A
Total Employees:	0.00

**Enhancement Fund To Clerk-Recorder** - Mandated by Government Code 27361 to maintain/improve the Department's information technology including recovery of all operating costs from Information Systems staffing. Revenue is generated from the recordation of real property transactions.

### Proposed Budget History:

Sources and Uses	FY 2005-2006	FY 2006-2007	FY 2006-2007	FY 2007-2008	Change from FY 2006-2007	
	Actual	Budget	Projected <sup>(1)</sup>	Recommended	Projected	Percent
Total Revenues	5,875,630	5,568,140	4,763,399	4,494,358	(269,041)	-5.65
Total Requirements	5,235,119	5,568,140	4,269,041	4,494,358	225,317	5.28
Balance	640,511	0	494,358	0	(494,358)	-100.00

(1) Requirements include prior year encumbrance and expenditures. Therefore, the above totals may not match FY 2006-07 projected requirements included in "At a Glance" (Which exclude these).

Columns may not total correctly due to rounding.

Detailed budget by expense category and by activity is presented for agency: Clerk Recorder's Special Revenue Fund in the Appendix on page A611

**Health Statistics Fund To Clerk-Recorder** - Mandated by Health and Safety Code 103625(f) requires the Clerk-Recorder to collect fees for the purpose of modernization of vital record operations and improvements in the collection and analysis of health-related birth and death certificate information. Revenue is generated from the collection of certified copy requests of birth, death, and marriage records.

**Micrographics Fund To Clerk-Recorder** - Mandated by Government Code 2736.4 for the Clerk-Recorder to specifically convert document storage system to micrographics. Although no new revenue is being generated due to all conversions having been completed, balance of account will exist in order to maintain/improve recordation of vital information.

## Budget Summary



## 12D - Clerk Recorder's Special Revenue Fund

### Summary of Proposed Budget by Revenue and Expense Category:

Revenues/Appropriations	FY 2005-2006		FY 2006-2007		FY 2007-2008		Change from FY 2006-2007	
	Actual	Budget	Projected <sup>(1)</sup>	Projected	Recommended	Amount	Percent	
Charges For Services	\$ 4,856,495	\$ 4,927,629	\$ 4,022,002		\$ 4,000,000	\$ (22,002)	-0.55%	
Miscellaneous Revenues	132,820	0	100,886		0	(100,886)	-100.00	
Total FBA	886,315	640,511	640,511		494,358	(146,153)	-22.82	
<b>Total Revenues</b>	<b>5,875,630</b>	<b>5,568,140</b>	<b>4,763,399</b>		<b>4,494,358</b>	<b>(269,041)</b>	<b>-5.65</b>	
Services & Supplies	0	886,315	0		798,935	798,935	0.00	
Other Financing Uses	451,619	3,139,751	2,726,967		3,695,423	968,456	35.51	
Reserves	4,783,500	1,542,074	1,542,074		0	(1,542,074)	-100.00	
<b>Total Requirements</b>	<b>5,235,119</b>	<b>5,568,140</b>	<b>4,269,041</b>		<b>4,494,358</b>	<b>225,317</b>	<b>5.28</b>	
<b>Balance</b>	<b>\$ 640,511</b>	<b>\$ 0</b>	<b>\$ 494,358</b>		<b>\$ 0</b>	<b>\$ (494,358)</b>	<b>-100.00%</b>	

(1) Requirements include prior year encumbrance and expenditures. Therefore, the above totals may not match FY 2006-07 projected requirements included in "At a Glance" (Which exclude these).

Columns may not total correctly due to rounding.

### Proposed Budget Summary of Enhancement Fund To Clerk-Recorder:

Revenues/Appropriations	FY 2005-2006		FY 2006-2007		FY 2007-2008		Change from FY 2006-2007	
	Actual	Budget	Projected <sup>(1)</sup>	Projected	Recommended	Amount	Percent	
Charges For Services	\$ 4,562,648	\$ 4,670,629	\$ 3,718,743		\$ 3,760,000	\$ 41,257	1.11%	
Miscellaneous Revenues	79,147	0	38,857		0	(38,857)	-100.00	
Total FBA	886,315	640,511	640,511		494,358	(146,153)	-22.82	
<b>Total Revenues</b>	<b>5,528,110</b>	<b>5,311,140</b>	<b>4,398,111</b>		<b>4,254,358</b>	<b>(143,753)</b>	<b>-3.27</b>	
Services & Supplies	0	886,315	0		798,935	798,935	0.00	
Other Financing Uses	252,535	3,139,751	2,726,967		3,695,423	968,456	35.51	
Reserves	4,783,500	1,542,074	1,542,074		0	(1,542,074)	-100.00	
<b>Total Requirements</b>	<b>5,036,035</b>	<b>5,568,140</b>	<b>4,269,041</b>		<b>4,494,358</b>	<b>225,317</b>	<b>5.28</b>	
<b>Balance</b>	<b>\$ 492,075</b>	<b>\$ (257,000)</b>	<b>\$ 129,070</b>		<b>\$ (240,000)</b>	<b>\$ (369,070)</b>	<b>-285.95%</b>	

### Proposed Budget Summary of Health Statistics Fund To Clerk-Recorder:

Revenues/Appropriations	FY 2005-2006	FY 2006-2007	FY 2006-2007	FY 2007-2008	Change from FY 2006-2007	
	Actual	Budget As of 3/31/07	Projected <sup>(1)</sup> At 6/30/07	Recommended	Projected Amount	Percent
Charges For Services	\$ 293,847	\$ 257,000	\$ 303,259	\$ 240,000	\$ (63,259)	-20.86%
Miscellaneous Revenues	2,686	0	2,168	0	(2,168)	-100.00
<b>Total Revenues</b>	296,533	257,000	305,427	240,000	(65,427)	-21.42
<b>Balance</b>	\$ 296,533	\$ 257,000	\$ 305,427	\$ 240,000	\$ (65,427)	-21.42%

### Proposed Budget Summary of Micrographics Fund To Clerk-Recorder:

Revenues/Appropriations	FY 2005-2006	FY 2006-2007	FY 2006-2007	FY 2007-2008	Change from FY 2006-2007	
	Actual	Budget As of 3/31/07	Projected <sup>(1)</sup> At 6/30/07	Recommended	Projected Amount	Percent
Miscellaneous Revenues	\$ 50,986	\$ 0	\$ 59,861	\$ 0	\$ (59,861)	-100.00%
<b>Total Revenues</b>	50,986	0	59,861	0	(59,861)	-100.00
Other Financing Uses	199,084	0	0	0	0	0.00
<b>Total Requirements</b>	199,084	0	0	0	0	0.00
<b>Balance</b>	\$ (148,098)	\$ 0	\$ 59,861	\$ 0	\$ (59,861)	-100.00%