



Auditor - Document Preservation

12401.221.

Mission Statement

The Clallam County Auditor's Office is committed to manage and optimize the County's financial affairs and provide professional, knowledgeable, and courteous service to County employees and citizens.

Function

Provide funds to support historic document preservation throughout county government.

Goals

1. Finish scanning historic deed books held in Auditor's vault and send the documents to state archives.
2. Support other funds/departments to preserve their document backlogs and to transfer them to stable media in approved archives.

Workload Indicators

	2011 Actual	2012 Actual	6/30/13 Actual
In-house scanning hours	2,587	3,861	950
Contract scanning expenditures	\$60,261	\$0	\$0

Grant Funding Sources

This fund does not receive any grant revenue.

Revenues

	2011 Actual	2012 Actual	6/30/13 Actual	2014 Budget
Beginning Fund Balance	482,369	305,422	346,680	376,793
Taxes	0			
Licenses and Permits	0			
Intergovernmental Revenues	59,018	54,975		62,950
Charges for Goods and Services	33,988	38,319	21,867	40,500
Fines and Forfeits	0			
Miscellaneous Revenues	0			
Other Financing Sources	0			
Transfers In	0			

Total	\$575,375	\$398,716	\$368,547	\$480,243
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Expenditures

	2011 Actual	2012 Actual	6/30/13 Actual	2014 Budget
Ending Fund Balance	305,422	346,680	342,010	383,768
Salaries and Wages	40,379	9,355	12,684	27,013
Personnel Benefits	13,096	1,659	5,922	13,948
Supplies	1,365	168	237	3,950
Other Services and Charges	72,478	13,191	403	14,100
Intergovernmental Services	0			
Capital Outlays	131,426			30,000
Interfund Payments for Services	11,209	27,663	7,291	7,464
Transfers Out	0			
Total	\$575,375	\$398,716	\$368,547	\$480,243

Staffing

	2011 Budget	2012 Budget	2013 Budget	2014 Budget
Full Time Equivalents	1.14	0.40	1.00	0.94