



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

	2012 Actual	2013 Actual	6/30/14 Actual
In-house scanning hours	3,861	1,640	738
Contract scanning expenditures	\$0		

Grant Funding Sources

This fund does not receive any grant revenue.

Revenues

	2012 Actual	2013 Actual	6/30/14 Actual	2015 Budget
Beginning Fund Balance	305,422	346,680	393,216	408,401
Taxes	0	0	0	0
Licenses and Permits	0	0	0	0
Intergovernmental Revenues	54,975	68,493	0	62,950
Charges for Goods and Services	38,319	41,604	15,004	32,001
Fines and Forfeits	0	0	0	0
Miscellaneous Revenues	0	0	0	0
Other Financing Sources	0	0	0	0
Transfers In	0	0	0	0

Total	\$398,716	\$456,777	\$408,220	\$503,352
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Expenditures

	2012 Actual	2013 Actual	6/30/14 Actual	2015 Budget
Ending Fund Balance	346,680	393,216	383,350	347,101
Salaries and Wages	9,355	25,768	11,424	51,774
Personnel Benefits	1,659	12,084	5,524	26,863
Supplies	168	236	0	1,000
Other Services and Charges	13,191	13,884	458	14,100
Intergovernmental Services	0	0	0	0
Capital Outlays	0	4,298	0	47,500
Interfund Payments for Services	27,663	7,291	7,464	15,014
Transfers Out	0	0	0	0
Total	\$398,716	\$456,777	\$408,220	\$503,352

Staffing

	2012 Budget	2013 Budget	2014 Budget	2015 Budget
Full Time Equivalents	0.40	1.00	0.94	1.88