

# CITY CLERK

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Report 9S

**CITY OF SPRINGFIELD PROPOSED BUDGET  
FY2024  
Agency Summary by Major Object - Budget Comparison**

	<b>FY2022 FINAL</b>	<b>FY2023 BUDGET</b>	<b>FY2024 REQUEST</b>	<b>Pct Change</b>
<b>CITY CLERK</b>				
<i>PERSONAL SERVICES &amp; FRINGE BENEFITS</i>	<b>\$525,219</b>	<b>\$509,475</b>	<b>\$431,933</b>	
<i>CONTRACTUAL SERVICES</i>	<b>\$84,355</b>	<b>\$93,930</b>	<b>\$95,000</b>	
<i>COMMODITIES</i>	<b>\$11,171</b>	<b>\$9,200</b>	<b>\$16,280</b>	
<i>EQUIPMENT</i>	<b>\$0</b>	<b>\$500</b>	<b>\$100</b>	
<i>ELECTRONIC DATA PROCESSING</i>	<b>\$0</b>	<b>\$6,000</b>	<b>\$1,100</b>	
<i>TELECOMMUNICATIONS</i>	<b>\$1,210</b>	<b>\$2,750</b>	<b>\$400</b>	
<i>TRAVEL</i>	<b>\$0</b>	<b>\$850</b>	<b>\$850</b>	
<b>CITY CLERK</b>	<b>Totals:</b>	<b>\$621,956</b>	<b>\$622,705</b>	<b>\$545,663 (12.37)%</b>

## FY2024 Estimated Cost by Title

Agency	103	City Clerk	# of Positions by Title	Estimated Cost for FY 2024
Organization	CLRK			
Activity	CLRK			
		<i>ADMIN COORDINATOR</i>	1.00	\$66,378
		<i>CITY CLERK</i>	1.00	\$96,603
		<i>DEPUTY REGISTRAR</i>	1.00	\$66,378
		<i>DIVISION MANAGER</i>	1.00	\$66,236
		<b>Total of Activity</b>	<b>4.00</b>	<b>\$295,594</b>
		<b>Total of Organization</b>	<b>4.00</b>	<b>\$295,594</b>
		<b>Total of Agency</b>	<b>4.00</b>	<b>\$295,594</b>



# CITY OF SPRINGFIELD PROPOSED BUDGET FY2024

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			FY2022 Final	FY2023 Budget	FY2023 Est Final	FY2024 Request	Bud vs Bud	Description
<b>103</b>	<b>Agency</b>	<b>CITY CLERK</b>						
<b>001</b>	<b>Fund</b>	<b>CORPORATE FUND</b>						
<b>CLRK</b>	<b>Organization</b>	<b>CITY CLERK</b>						
<b>CLRK</b>	<b>Activity</b>	<b>CITY CLERK</b>						
<b>Exp Object</b>	<b>PERSONAL SERVICES &amp; FRINGE</b>	<b>CITY CLERK</b>						
1101	<i>ELECTED OFFICERS</i>		\$89,846	\$93,556	\$89,340	\$96,603		City Clerk Salary
1102	<i>REGULAR SALARIES</i>		\$257,921	\$240,807	\$238,824	\$198,991		Regular Salaries
1103	<i>TEMPORARY SALARIES</i>		\$2,450	\$0	\$0	\$0		Temporary Salaries
1104	<i>OVERTIME SALARY</i>		\$2,119	\$0	\$2,386	\$0		
1106	<i>UNEMPLOYMENT COMPENSATION</i>		\$300	\$300	\$300	\$225		\$75 per person
1107	<i>RETIREMENT CONTRIBUTIONS</i>		\$51,897	\$44,637	\$44,298	\$28,761		IMRF = 9.73%
1108	<i>FICA EMPLOYER CONTRIBUTIONS</i>		\$25,379	\$25,579	\$24,749	\$22,613		7.65%
1109	<i>EMPLOYEE INSURANCE</i>		\$87,025	\$96,480	\$96,480	\$77,460		\$19,365 per FTE
1119	<i>SICK LEAVE PAYOUT CONTRIBUTION</i>		\$2,354	\$2,408	\$2,408	\$1,990		3.5% Fire; 3.0% Police or 1.0% All Other
1121	<i>WORKERS' COMPENSATION CONTRIBU</i>		\$2,353	\$2,408	\$2,408	\$1,990		1.00% Fringe adjustment experience based
1180	<i>VEHICLE ALLOWANCE</i>		\$3,575	\$3,300	\$3,300	\$3,300		Vehicle Allowance
	<b><u>PERSONAL SERVICES &amp; FRINGE</u></b>	<b>Totals:</b>	<b>\$525,219</b>	<b>\$509,475</b>	<b>\$504,493</b>	<b>\$431,933</b>		
<b>Exp Object</b>	<b>CONTRACTUAL SERVICES</b>	<b>CITY CLERK</b>						
1202	<i>REPAIR AND MNT,FURN,OFF &amp;KT EQ</i>		\$0	\$250	\$275	\$0		General Repair Needs
1206	<i>REPAIR AND MNT,E.D.P. EQUIPMEN</i>		\$0	\$200	\$0	\$0		General Repair Needs
1207	<i>RENTALS, OFFICE &amp; KITCHEN EQT</i>		\$2,291	\$3,000	\$1,500	\$500		Copier rental
1209	<i>RENTALS, REAL PROPERTY</i>		\$0	\$360	\$0	\$0		City Clerk's parking space
1218	<i>PROF AND ARTISTIC,NOT CLASSF.</i>		\$0	\$420	\$300	\$0		Consulting Services, RW Troxell
1223	<i>POSTAGE AND POSTAL CHARGES</i>		\$2,756	\$2,300	\$2,300	\$4,000		Mailing charges
1224	<i>COURT REPTNG FILING SERV.</i>		\$0	\$150	\$0	\$0		Recording fees - Joshua Langfelder
1225	<i>SURETY BOND&amp;PROP INS PREMIUMS</i>		\$0	\$50	\$0	\$0		Insurance
1226	<i>ADVERTISING</i>		\$0	\$200	\$0	\$0		Notices and Public Hearing Notices



# CITY OF SPRINGFIELD PROPOSED BUDGET FY2024

**Report 3F**

		FY2022 Final	FY2023 Budget	FY2023 Est Final	FY2024 Request	Bud vs Bud	Description
1228	ASSOCIATION DUES	\$380	\$500	\$415	\$500		Municipal Clerks of IL
1229	REGISTRATION FEES	\$0	\$1,500	\$200	\$0		State registration fees for seminars
1231	OPERATING TXS,LICENSES,FEES	\$78,928	\$85,000	\$88,000	\$90,000		Fee paid back to the State for each death certificate (\$4 per)
	<b><u>CONTRACTUAL SERVICES</u></b>	<b>Totals:</b>	<b>\$84,355</b>	<b>\$93,930</b>	<b>\$92,990</b>	<b>\$95,000</b>	
<b>Exp Object</b>	<b>COMMODITIES</b>						<b>CITY CLERK</b>
1401	PRINTING	\$6,563	\$4,200	\$6,000	\$8,000		Security paper for birth and death certificates each year
1402	OFFICE AND LIBRARY SUPPLIES	\$4,609	\$5,000	\$8,000	\$8,280		Office supplies
	<b><u>COMMODITIES</u></b>	<b>Totals:</b>	<b>\$11,171</b>	<b>\$9,200</b>	<b>\$14,000</b>	<b>\$16,280</b>	
<b>Exp Object</b>	<b>EQUIPMENT</b>						<b>CITY CLERK</b>
1501	OFFICE AND KITCHEN FURNITURE	\$0	\$500	\$50	\$100		General Repairs for Office
	<b><u>EQUIPMENT</u></b>	<b>Totals:</b>	<b>\$0</b>	<b>\$500</b>	<b>\$50</b>	<b>\$100</b>	
<b>Exp Object</b>	<b>ELECTRONIC DATA PROCESSING</b>						<b>CITY CLERK</b>
1603	EDP SUPPLIES	\$0	\$500	\$0	\$100		EDP Supplies as needed
1604	EDP EQUIPMENT	\$0	\$3,500	\$275	\$500		EDP Equipment as needed
1605	EDP SOFTWARE	\$0	\$2,000	\$0	\$500		Software
	<b><u>ELECTRONIC DATA PROCESSING</u></b>	<b>Totals:</b>	<b>\$0</b>	<b>\$6,000</b>	<b>\$275</b>	<b>\$1,100</b>	
<b>Exp Object</b>	<b>TELECOMMUNICATIONS</b>						<b>CITY CLERK</b>
1701	REPAIR&MNT, TELE,DATA,RADIO EQ	\$0	\$250	\$0	\$100		As Needed
1702	RENTAL, TELEPHONE SERV & EQUIP	\$1,210	\$2,000	\$710	\$200		Phone system within the City Clerk's Office
1706	COMMUNICATION EQUIPMENT	\$0	\$500	\$0	\$100		As Needed
	<b><u>TELECOMMUNICATIONS</u></b>	<b>Totals:</b>	<b>\$1,210</b>	<b>\$2,750</b>	<b>\$710</b>	<b>\$400</b>	



Report 3F

**CITY OF SPRINGFIELD PROPOSED BUDGET  
FY2024**

		FY2022 Final	FY2023 Budget	FY2023 Est Final	FY2024 Request	Bud vs Bud	Description
<b>Exp Object</b>	<b>TRAVEL</b>						
	<b>CITY CLERK</b>						
2602	LODGING	\$0	\$375	\$0	\$375		
2603	TRANSPORTATION	\$0	\$375	\$0	\$375		
2604	PER DIEM	\$0	\$100	\$0	\$100		
	<u>TRAVEL</u>						
	<b>Totals:</b>	<b>\$0</b>	<b>\$850</b>	<b>\$0</b>	<b>\$850</b>		
<b>Activity</b>	<b>CITY CLERK</b>	<b><u>Totals:</u></b>	<b><u>\$621,956</u></b>	<b><u>\$622,705</u></b>	<b><u>\$612,518</u></b>	<b><u>\$545,663</u></b>	
<b>Organization</b>	<b>CITY CLERK</b>	<b><u>Totals:</u></b>	<b><u>\$621,956</u></b>	<b><u>\$622,705</u></b>	<b><u>\$612,518</u></b>	<b><u>\$545,663</u></b>	
Fund	<u>CORPORATE FUND</u>	<u>Totals:</u>	<u>\$621,956</u>	<u>\$622,705</u>	<u>\$612,518</u>	<u>\$545,663</u>	
Agency	<u>CITY CLERK</u>	<u>Totals:</u>	<u>\$621,956</u>	<u>\$622,705</u>	<u>\$612,518</u>	<u>\$545,663</u>	(12.37)%
	<b>Grand Totals:</b>	<b><u>\$621,956</u></b>	<b><u>\$622,705</u></b>	<b><u>\$612,518</u></b>	<b><u>\$545,663</u></b>		