

# SALT LAKE COUNTY CLERK

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Contra Account  
Update

# What we've been asked to do in 2024:



My office has two separate budgets, 7900 for Marriage & Passport (M&P) and Council Clerk offices and 7901 for Elections.



**7900- Marriage & Passport,  
Council Clerk, 16 FTEs**

Personnel contra: \$147,607

Operations contra: \$4,486



**7901- Elections, 18.75 FTEs**

Personnel contra: \$79,575

Operations contra: \$95,188

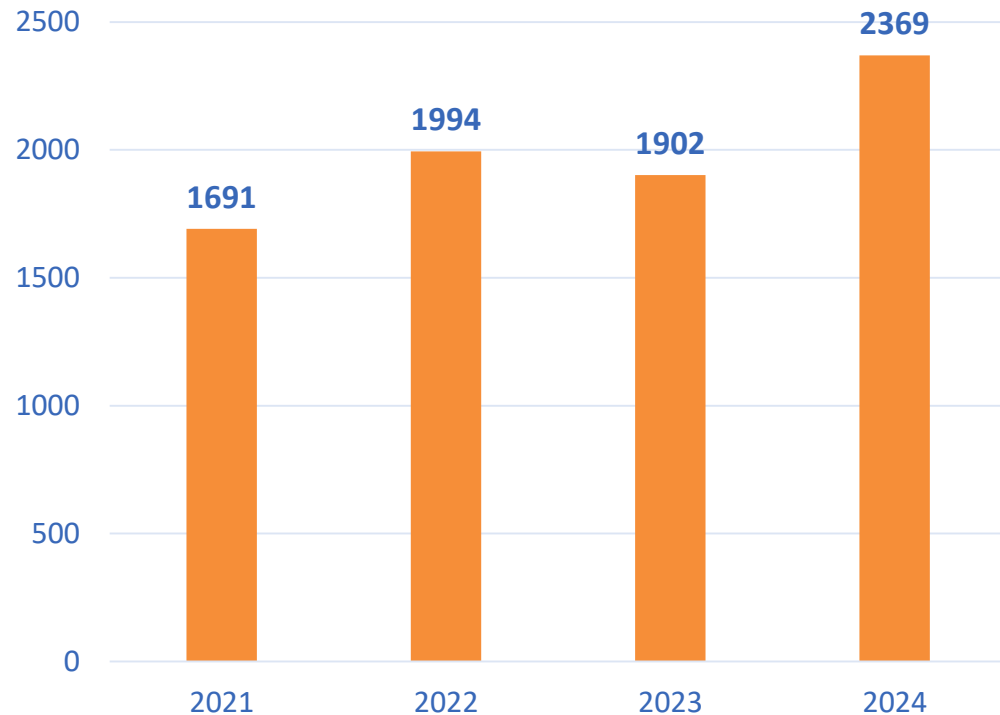
# 7900 M&P, Council Clerk Personnel

- 7900 Personnel Contra is \$147,607
- 16 FTEs
- No current or anticipated vacancies
- High retention rates, rare turnover
  - For example, average years of service in Marriage & Passports is 10 years

# 7900 – Where we're at: Marriage Licenses

- Comparison of January through April of this year compared to same timeframe in previous years

### Marriage Licenses



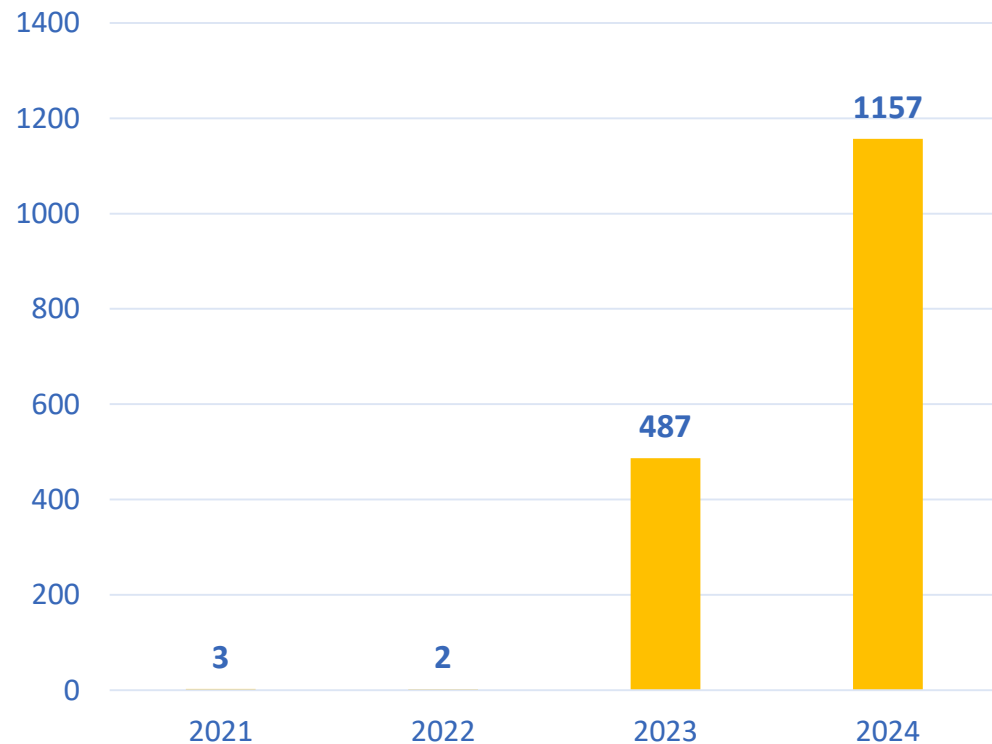
### Marriage License Fees



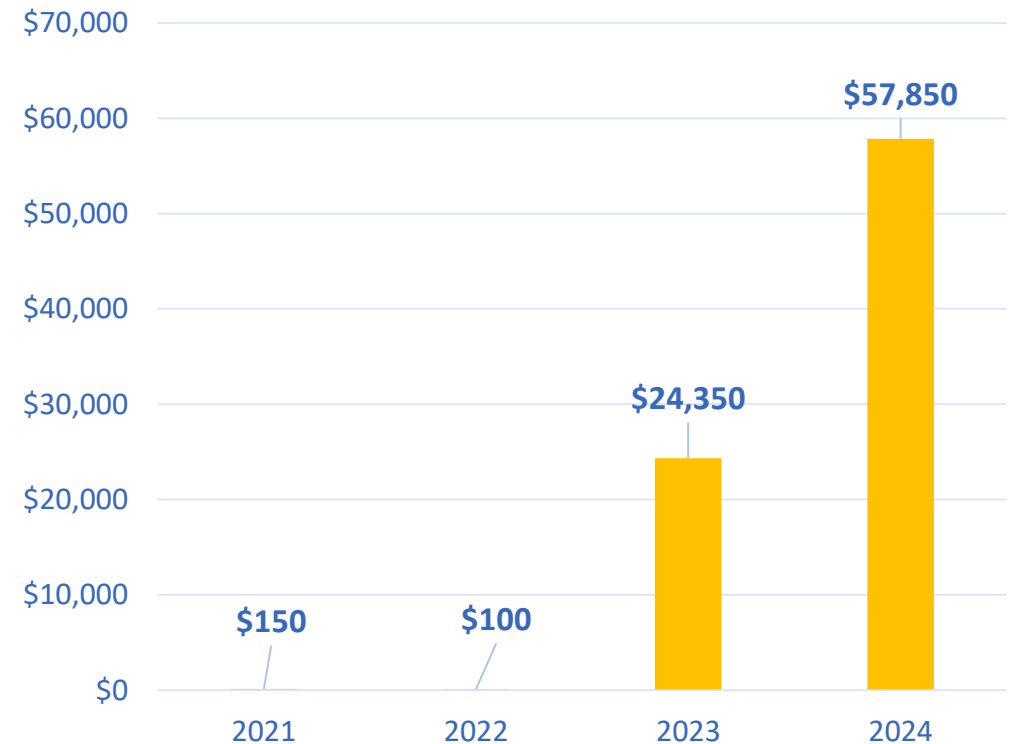
# 7900 – Where we're at: Marriage Ceremonies

- Comparison of January through April of this year compared to same timeframe in previous years

### Marriage Ceremonies



### Marriage Ceremony Fees



7900

## Personnel Contra

- \$147,607 is 8% of our personnel budget
- Total Clerk Personnel Budget (7900) is \$1,809,219
- 3% would have been \$54,276
  - With no vacancies, still very difficult to meet
- Not on track to meet contra

# 7900 M&P, Council Clerk Operations

- Contra is \$4,486
- Total Budget is \$222,840
- \$151,200 (68%) tied to rent, postage (mailing certified copies of licenses to newly weds and passport applications to the Department of State), and software maintenance/licensing
- Cost saving measures

# 7900 Elections

## 2024 Elections and Costs

- Three Elections this year:
  - Presidential Primary
  - June Primary
  - November General Election
- Most expenses will hit our budget in the last quarter
- Current personnel budget heavily influenced by the one-time decision package for the 2024 election cycle, particularly 601065 Overtime and 601050 Temps
  - These funds will not be required/part of our 2025 budget
  - 2024 Election Decision Package: \$4.3 million



# 7900 Elections Personnel - Vacancies

Position	2024 Approx Annual Salary & Benefits	Pay Periods Vacant	Estimated Savings Through May 31
Communications Coordinator	\$71,142.56	10.5	\$28,632.33
Data Analyst	\$85,566.51	4	\$13,119.03
Election Coordinator	\$64,089.39	1	\$2,456.54

# 7901 Elections Operations

- Contra is \$95,188
- Total Operations Budget is \$4,668,697
- \$3,240,000 tied to printing, postage, rent and software maintenance/licensing for the 2024 election decision package

Questions?

Thank you!