

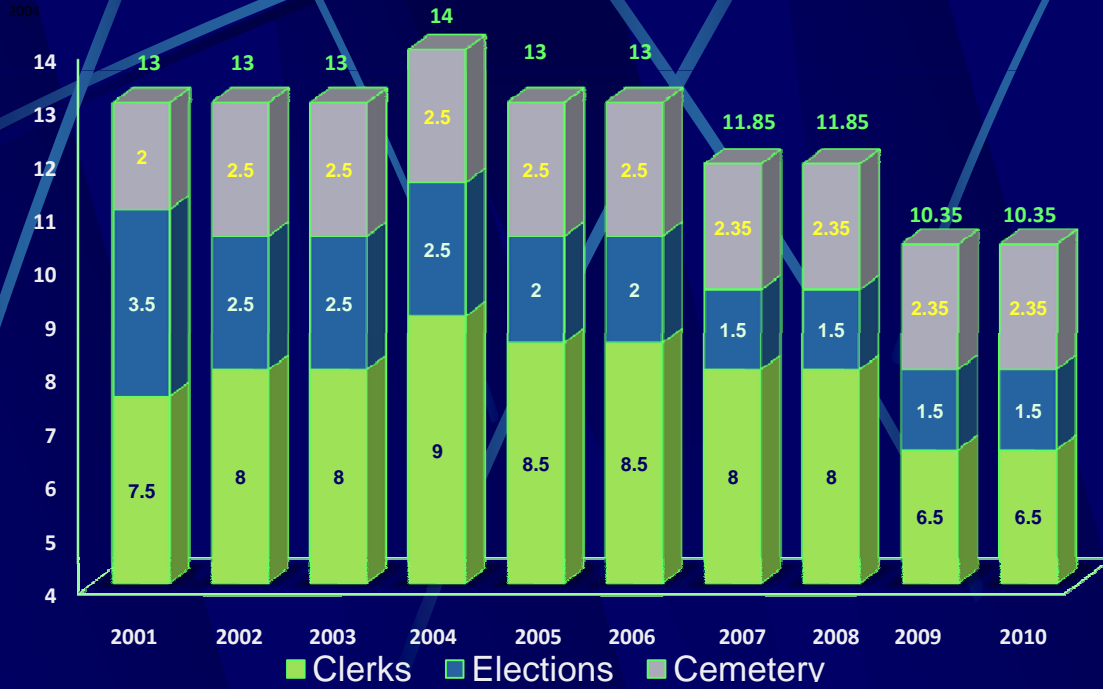
CLERK'S OFFICE

**Elections
Clerk
Cemetery**

Clerk's Office

- **Clerk's Office is responsible for keeping all City records in a safe and secure manner according to federal and state laws as well as the City Charter.**
- **Conduct of voter registration and elections is charged to the Clerk's Office.**
- **Cemetery operations and record keeping are also the responsibility of the Clerk's Office.**

STAFFING LEVELS



28% REDUCTION

Election 191

Reduced:

- **Overtime**
 - \$6,000 per election for work reassigned to Election Workers
- ***Operating Supplies***
 - State pays for ballots and precinct kits in 2010-saves \$15,000,
 - Reduced 11% in 2010

Clerk 215

Reduced:

➤ Professional Services

- Off Site Storage- 8% reduction is due to implementation of the Records Mgt Program
- MIS Interfund Charges-Due to reduced application needs
- Printing & Publishing – 28% reduction due to Council eliminating publication of Synopses

➤ Maint. Equipment

- Postage equip. now under maintenance agreement

VanHoosen Jones-Stoney Creek Cemetery 276

Reduced:

- Inter-fund charges – Facilities based on asset replacement charges