



City Clerk Department  
FISCAL YEAR  
2017-2018  
Preliminary Budget

# GOALS AND OBJECTIVES

The City Clerk's Department goals and objectives are to provide efficient friendly customer service to the citizens of North Port, efficient administrative support to the City Commission and city Departments and to provide friendly efficient clerical assistance to Advisory Boards that make recommendations to the Commission regarding North Port's vision.



# BUDGETARY COSTS

FY 2017    FY2018

## Budgetary Costs

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Adopted    Proposed

Personnel Expenditures

500,510    539,990

Operating Expenditures

67,390    90,040

Capital Expenditures

21,650    0

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Total Budget

589,550    630,030

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# STAFFING SUMMARY

	FY 17	FY 2018
Staffing Summary	Adopted	Proposed
Authorized Positions	7	7
Total Authorized Positions	7	7

## INCREASES/ DECREASES

ACCOUNT DESCRIPTION	AMOUNT OF INCREASE/DECREASE
OTHER PROFESSIONAL SERVICES	\$1,030
TRAINING AND TRAVEL	\$630
R&M OFFICE EQUIPMENT	\$280
PRINTING & BINDING	\$410
PROMOTIONAL ACTIVITIES	\$3,860
ELECTION COSTS	\$15,000
UNIFORMS	\$500
MINOR OPERATING EQUIPMENT	\$250

# Questions?