

CLARK COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM

Petitioner: Lynn Marie Goya, County Clerk

Recommendation:

Receive a report of the projected expenditures related to the County Clerk Technology Fee of the Office of the County Clerk for Fiscal Year 2025. (For possible action)

FISCAL IMPACT:

Fund #:	2290.937	Fund Name:	County Clerk Technology Fee
Fund Center:	N/A	Funded PGM/Grant:	N/A
Amount:	\$5,127,684		
Description:	N/A		
Additional Comments:	No Impact to the General Fund		

BACKGROUND:

Pursuant to NRS 19.016, the County Clerk receives \$5 for fee for each document filed. Pursuant to NRS 246.180, the County Clerk receives \$3 for filing a certificate of marriage. In addition, the Board of County Commissioners approved the County Clerk to receive \$5 from the passport acceptance fee and any revenue collected from passport photo services. These commissions are all combined and accounted for in the County Clerk Tech Fee Fund, which was created by ordinance.

The money in the account must be used for the acquisition and improvement of technology in the office of the county clerk, and must be used only in the office of the County Clerk, including, without limitation to:—

- 1) Acquire, improve, support, or maintain technology,
- 2) Train employees in the operation of the technology, and,
- 3) Acquire temporary or permanent staff or professional services to implement, support or maintain technology that enhances customer service, improves efficiency, or promotes transparency in government.

The County Clerk now submits this report to the Board of County Commissioners, which contains a general plan for expenditures of the proceeds from the additional commission collected.

FY25 budget of \$5,127,684 includes \$1,543,848 FY25 estimated revenue and interest plus a \$3,583,836 FY24 carryover balance. During FY25, this budget unit may be used as delineated below:

- Modernize workflows, tools and processes through acquisition of any hardware, software, subscriptions, or professional services in support of new or existing systems, programs, records, or services; consulting services and contractors as needed; as well as funding for any technology positions approved through the supplemental process. \$4,132,236
- Improve communication and customer service (to include consulting services, research, project management, hardware, software, and other related product and service fees) \$200,000
- Modernize records management (to include consulting services, project management, digitalization, indexing, storage, software, hardware, and preservation) \$300,000
- Training, conferences, certifications, membership fees/dues. \$30,000
- Travel and lodging. \$20,000
- Salaries and benefits continued for existing positions (100% Manager Departmental Business Technology/K03 and 75% Project Specialist/C28). \$445,448

Total: \$5,127,684

Cleared for Agenda

05/21/2024

File ID#

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