

**CLARK COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM**

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**Petitioner:** Lynn Marie Goya, Clark County Clerk

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**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 2024. Approve and authorize the creation of one (1) full-time limited-perm Departmental Systems Administrator (C31) position to be funded by the County Clerk Technology Fee. (For possible action)**

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**FISCAL IMPACT:**

Fund #:	2290.937	Fund Name:	County Clerk Technology Fee
Fund Center:	1070606000	Funded PGM/Grant:	N/A
Amount:	\$4,357,730		
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. In addition, pursuant to NRS 246.180, the County Clerk receives \$3 for filing a certificate of marriage. These commissions are being combined in FY23 and accounted for jointly in the CC 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.

In addition, money from this account will be used to create and fund one (1) full-time limited-perm Departmental Systems Administrator (C31) position to provide applications support, systems design, and the programming needs of the Clerk's Office.

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.

FY24 budget of \$4,357,730 includes \$1,522,033 FY24 estimated revenue and interest plus a \$2,835,697 FY23 carryover balance. During FY24, this budget unit may be used as delineated below:

• Acquisition of any hardware, software, subscriptions, or professional services in support of new or existing systems, programs, records, or services.	\$3,894,497
• Training, conferences, certifications, membership fees/dues, and all related travel expenses.	\$50,000
• Salaries and benefits continued for existing positions (100% Manager Departmental Business Technology/K03 and 75% Project Specialist/C28).	\$293,233
• New Departmental Systems Administrator (C31) (100% funding per approved FY24 supplemental request)	\$120,000
Total	\$4,357,730

Cleared for Agenda

**05/02/2023**

File ID#

**23-596**