

# PROPERTY AND TAXATION CONTENTS

ASSESSOR	P
BOARD OF REVIEW	Q
COUNTY CLERK	R
RECORDER OF DEEDS	S
COUNTY TREASURER	T

# SECTION CONTENTS

- Bureau Summary of Appropriations and Positions
- Bureau Distribution By Appropriation Classification
- Department Overview
- Department Budget
  - Distribution By Appropriation Classification
  - Personal Services, Summary of Positions
  - Summary of Positions by Grade

040 - County Assessor

P - 4

579 - Assessor Special Revenue Fund

P - 15

BUREAU SUMMARY  
ASSESSOR

SUMMARY OF APPROPRIATIONS

Department and Title	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Corporate Fund</b>					
040 - County Assessor	19,078,058	24,664,307	24,438,754	24,438,754	(225,553)
Corporate Fund Total	19,078,058	24,664,307	24,438,754	24,438,754	(225,553)
<b>Special Purpose Funds</b>					
579 - Assessor Special Revenue Fund	403,994	750,000	750,000	750,000	
Special Purpose Funds Total	403,994	750,000	750,000	750,000	
Total Appropriations	19,482,052	25,414,307	25,188,754	25,188,754	(225,553)

SUMMARY OF POSITIONS

Department and Title	2014 Approved Positions	Department Request	President's Recommendation	Difference
<b>Corporate Fund</b>				
040 - County Assessor	360.0	337.0	337.0	(23.0)
Corporate Fund Total	360.0	337.0	337.0	(23.0)
Total Positions	360.0	337.0	337.0	(23.0)

DISTRIBUTION BY APPROPRIATION CLASSIFICATION

ASSESSOR

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Personal Services</b>					
110/501010 Salaries and Wages of Regular Employees	15,552,160	21,288,033	20,016,861	20,016,861	(1,271,172)
120/501210 Overtime Compensation	7,777	125,000	125,000	125,000	
170/501510 Mandatory Medicare Costs	129,490	191,923	292,058	292,058	100,135
185/501810 Professional and Technical Membership Fees	2,322	45,000	35,000	35,000	(10,000)
186/501860 Training Programs for Staff Personnel	410	125,000	50,000	50,000	(75,000)
190/501970 Transportation and Other Travel Expenses for Employees	5,995	105,000	100,000	100,000	(5,000)
<b>Personal Services Total</b>	<b>15,698,154</b>	<b>21,879,956</b>	<b>20,618,919</b>	<b>20,618,919</b>	<b>(1,261,037)</b>
<b>Contractual Services</b>					
220/520150 Communication Services	7,089	33,950	44,176	44,176	10,226
225/520260 Postage	900,857	1,067,000	1,200,000	1,200,000	133,000
228/520280 Delivery Services		970	1,000	1,000	30
240/520490 External Graphics and Reproduction Services	464,553	848,750	700,000	700,000	(148,750)
241/520491 Internal Graphics and Reproduction Services	1,268	50,000	40,000	40,000	(10,000)
242/520550 Surveys, Operations and Reports	3,195	24,250	15,000	15,000	(9,250)
245/520610 Advertising For Specific Purposes	688,247	945,750	1,300,000	1,300,000	354,250
246/520650 Imaging of Records		2,425	2,500	2,500	75
260/520830 Professional and Managerial Services	1,508,913	1,649,000	900,000	900,000	(749,000)
<b>Contractual Services Total</b>	<b>3,574,122</b>	<b>4,622,095</b>	<b>4,202,676</b>	<b>4,202,676</b>	<b>(419,419)</b>
<b>Supplies and Materials</b>					
350/530600 Office Supplies	52,800	179,450	116,550	116,550	(62,900)
353/530640 Books, Periodicals, Publications, Archives and Data Services	113,880	175,000	155,409	155,409	(19,591)
388/531650 Computer Operation Supplies	3,827	145,200	130,000	130,000	(15,200)
<b>Supplies and Materials Total</b>	<b>170,507</b>	<b>499,650</b>	<b>401,959</b>	<b>401,959</b>	<b>(97,691)</b>
<b>Operations and Maintenance</b>					
440/540130 Maintenance and Repair of Office Equipment	950	5,000	5,000	5,000	
441/540170 Maintenance and Repair of Data Processing Equipment and Software	34,173	130,000	150,000	150,000	20,000
444/540250 Maintenance and Repair of Automotive Equipment	705	970	1,000	1,000	30
445/540290 Operation of Automotive Equipment	1,920	19,400	20,000	20,000	600
461/540370 Maintenance of Facilities	871	970	1,000	1,000	30
<b>Operations and Maintenance Total</b>	<b>38,619</b>	<b>156,340</b>	<b>177,000</b>	<b>177,000</b>	<b>20,660</b>
<b>Capital Equipment and Improvements</b>					
579/560450 Computer Equipment	8,007	10,000			(10,000)
<b>Capital Equipment and Improvements Total</b>	<b>8,007</b>	<b>10,000</b>			<b>(10,000)</b>
<b>Rental and Leasing</b>					
630/550010 Rental of Office Equipment	110,921	134,771	50,000	50,000	(84,771)
630/550018 County Wide Canon Photocopier Lease			80,549	80,549	80,549
660/550130 Rental of Facilities	500	2,000	2,000	2,000	
<b>Rental and Leasing Total</b>	<b>111,421</b>	<b>136,771</b>	<b>132,549</b>	<b>132,549</b>	<b>(4,222)</b>
<b>Contingency and Special Purposes</b>					
818/580033 Reimbursement to Designated Fund	403,994	750,000	750,000	750,000	
819/580420 Appropriation Transfer for Reimbursement from Designated Fund	(522,772)	(2,640,505)	(1,094,349)	(1,094,349)	1,546,156
<b>Contingency and Special Purposes Total</b>	<b>(118,778)</b>	<b>(1,890,505)</b>	<b>(344,349)</b>	<b>(344,349)</b>	<b>1,546,156</b>
<b>Operating Funds Total</b>	<b>19,482,052</b>	<b>25,414,307</b>	<b>25,188,754</b>	<b>25,188,754</b>	<b>(225,553)</b>

DISTRIBUTION BY APPROPRIATION CLASSIFICATION

ASSESSOR

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>(717) New/Replacement Capital Equipment</b>					
441/540170 Maintenance and Repair of Data Processing Equipment and Software	44,754				
549/560610 Vehicle Purchase			30,000	30,000	30,000
579/560450 Computer Equipment	381,357	750,000	481,767	481,767	(268,233)
	426,112	750,000	511,767	511,767	(238,233)
<b>Total Capital Equipment Request Total</b>	<b>426,112</b>	<b>750,000</b>	<b>511,767</b>	<b>511,767</b>	<b>(238,233)</b>

## DEPARTMENT OVERVIEW

### 040 COUNTY ASSESSOR

#### Mission

The mission of the Cook County Assessor's Office (CCAO) is to serve the public both professionally and responsibly by establishing uniform and accurate property assessments. Assessed values are set on real estate as a basis for levying taxes and determining the distribution of property tax levies among taxpayers.

#### Mandates and Key Activities

- As part of the Valuation and Appeal Process, the County Assessor follows and enforces state and county laws and ordinances:

Classification of Property - 35 ILCS 200/9-150

Classification Ordinance - Cook County Code of Ordinances, Chap. 74, Art. II, Div. 1, Sec.74-31 et seq. and Div. 2, Sec.74-60 et seq.

Assessment by Districts - 35 ILCS 200/9-220

Omitted Property - 35 ILCS 200/9-260, 9-270

Publication of Assessments - 35 ILCS 200/12-20

Assessment Notices of Increases - 35 ILCS 200/12-55

Certificates of Correction - 35 ILCS 200/14-10

Certificates of Error - 35 ILCS 200/14-15

Revision of Assessments - 35 ILCS 200/14-35

Valuation of Particular Types of Property - 35 ILCS 200/10-5 thru 10-620

- The County Assessor provides taxpayer assistance via the review, processing, and administration of Exemptions through the following ordinances and laws\*:

Disabled Veterans - 35 ILCS 200/15-165

Returning Veterans Homestead - 35 ILCS 200/15-167

Disabled Persons Homestead - 35 ILCS 200/15-168

Disabled Veterans Standard Homestead - 35 ILCS 200/15-169

Senior Citizens Homestead - 35 ILCS 200/15-170

Senior Citizens Assessment Freeze - 35 ILCS 200/15-172

General Homestead - 35 ILCS 200/15-175

Alternate General Homestead - 35 ILCS 200/15-176

Long-time Occupant Homestead - 35 ILCS 200/15-177

\*(This role includes significant outreach, communications, and religious exemption programs as well as responding to thousands of taxpayer inquiries and certificates of error.)

- The County Assessor enforces the Erroneous Exemptions legislation (35 ILCS 200/9-275), designed to target property owners who erroneously received property tax exemptions.

#### Discussion of 2014 Activities and 2015 Initiatives

Since taking office on December 6, 2010, Cook County Assessor Joseph Berrios has made marked improvements to the Assessor's office, while maintaining a high level of fiscal responsibility.

The CCAO is committed to completing its yearly assessment cycle as soon as possible in order to provide taxpayers the opportunity to receive their tax bills by the statutorily mandated dates. In the first full year of this administration (tax year 2011) the assessment process was successfully accelerated so that the 2011 second installment tax bills were issued with an August 1st statutory due date for the first time in thirty-four years. The CCAO has successfully issued second installment tax bills in each year since 2012 and are on target to continue to meet the August 1st deadline again in 2015. This consistent effort over the past three

years has resulted in the savings of millions of dollars for taxing bodies and has restored consistency, continuity, and predictability to the annual tax assessment cycle.

During 2014, the CCAO is fully implementing enforcement of the Erroneous Exemption legislation. Effective July 16, 2013, the CCAO championed this legislation through a cooperative effort with the Illinois Bar Association (ILBA), Chicago Bar Association (CBA), Illinois Realtors Association, Taxpayer Federation, Civic Federation, Cook County Township Assessors Association, and the title company industry to redistribute the tax burden fairly. To date, \$5 million have been recovered from erroneous exemptions. The legislation ends abuse of existing erroneous Homestead exemptions; stops future abuse of homestead exemptions; and recoups lost tax district revenue for schools and municipalities.

The CCAO's appeals process has recently seen a high level of reinvigoration.

•397,000 parcels appealed in 2012-the highest rate seen in 12 years, and 332,300 parcels in the North triennial reassessment. 2014 appeals from the South triennial reassessment are expected to exceed the corresponding 2011 totals.

•30-35% of residential filings were on-line in the 2012 and 2013 assessment. On-line filing is increasing for the 2014 assessment.

•There has been a marked increase in the appeals success rate for both residential and commercial property

The CCAO's current administration understands the importance of collaboration with different branches and municipalities in government, educational institutions, civic groups, and non-governmental organizations (NGO's). Since 2011 the CCAO has developed valuation research partnerships with DePaul University, Columbia College, The Illinois Institute of Technology, and the MacArthur Foundation. The CCAO is currently working with IIT in order to provide fellowship experience to participants in the Chinese Student Exchange Program. Policy and information exchange programs with the Pew Charitable Trusts, the cities of New York and Vancouver (Washington), Broward County, Miami-Dade County, and Osceola County Florida, Berrien County, Michigan, and both the Russian Federation and Ontario Provincial Government have been at the forefront of the CCAO's expanded cooperation and partnership initiative. The Assessor believes helping to prepare Cook County's youth for future employment is extremely important. The CCAO has partnered with the Chicago Public Schools (CPS), and its summer debate league program, Youth Outreach Services, Chicago Summer Business Institute and various local high schools to create a summer internship program within the CCAO. The CCAO has also entered into a collaborative working relationship with BOMA, Illinois Realtors Association, ISBA, CBA, and IICLE. In Mid 2013-2014 CCAO launched its new website in collaboration with Columbia College which produced instructional videos. This user friendly tool has been designed to provide taxpayers and property tax professionals with a platform that provides complex data in an easy to understand and maneuver format.

Securing and expanding the affordable housing stock and promoting a logical and functional green building and renovation program in Cook County are of the utmost importance to the CCAO. Working alongside the Community Investment Corporation (CIC), the Center for Neighborhood Technology (CNT), the City of Chicago, DePaul University Institute of Housing Studies, Mercy Homes, and the Illinois Housing Development Authority (IHDA), the CCAO seeks to aid in

DEPARTMENT OVERVIEW

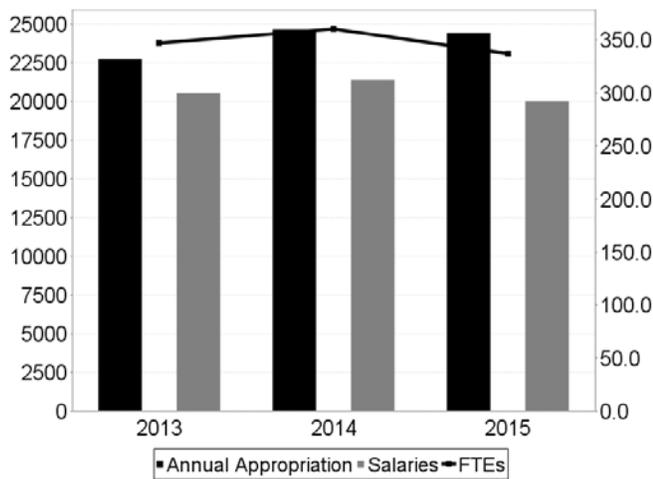
040 COUNTY ASSESSOR

developing wide reaching green and affordable housing programs. The aforementioned partnerships have allowed the CCAO to tap into varied pools of knowledge and extract data, build new valuation tools and models, and trade input on important policy matters.

The CCAO understands that the need for affordable rental housing options are also increasing throughout Cook County. Thus the CCAO is proactively working to create new tools and policies that will aid in the development of more affordable housing countywide. The CCAO is also actively involved in legislative efforts designed to stabilize the value of the Class 9 program (a current CCAO affordable housing incentive) and increase the number of affordable housing units in Cook County.

The Office is also partnering with the Illinois Department of Revenue and the Illinois Department of Veterans Affairs to improve the disabled veteran's exemption program. New legislation should be advanced in the 2014 veto session.

Appropriations (\$ thousands)			
Fund Category	2013 Adopted	2014 Adjusted Appropriation	2015 Recommended
Corporate Fund	22,743.9	24,664.3	24,438.8
FTE Positions	347.0	360.0	337.0



STAR Goals/Key Performance Indicators

- ★ Providing timely assessment: Under the current administration, the CCAO has seen a reduction in the number of days needed to complete the Chicago City triennial assessment cycle, the assessment cycle for 2015. In 2000, the reassessment cycle required 429 days; in 2003, 485 days; in 2006, 507 days, and in 2009 445 days. The current administration completed the Chicago City reassessment cycle for 2012 in 350 days. The goal for 2015 is 365 days.
- ★ Improve quality, service excellence, and cultural competence: At the end of the 2012 appeals cycle 35% of appeals were filed online.

STAR Performance Data			
Performance Indicator	FY 2013	FY 2014 Projected YE	FY 2015 Target
# of days to complete assessment process Data Reflects 2011- Triennial Assessment - South 2012- Triennial Assessment - City 2013- Triennial Assessment - North	350 days	326 days	365 days
Comparison* 2008 South- 456 days 2009 City - 445 days			
% of appeals filed online versus mail/in-person	35%	TBD	TBD
% of parcels whose valuation was appealed	20%	13.02%	TBD

Note: Data table reflects Assessor's Final Numbers

DISTRIBUTION BY APPROPRIATION CLASSIFICATION  
DEPARTMENT 040 - COUNTY ASSESSOR

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<b>Personal Services</b>					
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260/520830 Professional and Managerial Services	1,508,913	1,649,000	900,000	900,000	(749,000)
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<b>Operations and Maintenance</b>					
440/540130 Maintenance and Repair of Office Equipment	950	5,000	5,000	5,000	
441/540170 Maintenance and Repair of Data Processing Equipment and Software	34,173	130,000	150,000	150,000	20,000
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445/540290 Operation of Automotive Equipment	1,920	19,400	20,000	20,000	600
461/540370 Maintenance of Facilities	871	970	1,000	1,000	30
<b>Operations and Maintenance Total</b>	<b>38,619</b>	<b>156,340</b>	<b>177,000</b>	<b>177,000</b>	<b>20,660</b>
<b>Capital Equipment and Improvements</b>					
579/560450 Computer Equipment	8,007	10,000			(10,000)
<b>Capital Equipment and Improvements Total</b>	<b>8,007</b>	<b>10,000</b>			<b>(10,000)</b>
<b>Rental and Leasing</b>					
630/550010 Rental of Office Equipment	110,921	134,771	50,000	50,000	(84,771)
630/550018 County Wide Canon Photocopier Lease			80,549	80,549	80,549
660/550130 Rental of Facilities	500	2,000	2,000	2,000	
<b>Rental and Leasing Total</b>	<b>111,421</b>	<b>136,771</b>	<b>132,549</b>	<b>132,549</b>	<b>(4,222)</b>
<b>Contingency and Special Purposes</b>					
819/580420 Appropriation Transfer for Reimbursement from Designated Fund	(522,772)	(2,640,505)	(1,094,349)	(1,094,349)	1,546,156
<b>Contingency and Special Purposes Total</b>	<b>(522,772)</b>	<b>(2,640,505)</b>	<b>(1,094,349)</b>	<b>(1,094,349)</b>	<b>1,546,156</b>
<b>Operating Funds Total</b>	<b>19,078,058</b>	<b>24,664,307</b>	<b>24,438,754</b>	<b>24,438,754</b>	<b>(225,553)</b>

DISTRIBUTION BY APPROPRIATION CLASSIFICATION  
DEPARTMENT 040 - COUNTY ASSESSOR

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<u>(717) New/Replacement Capital Equipment - 71700040</u>					
441/540170 Maintenance and Repair of Data Processing Equipment and Software	44,754				
549/560610 Vehicle Purchase			30,000	30,000	30,000
579/560450 Computer Equipment	381,357	750,000	481,767	481,767	(268,233)
	426,112	750,000	511,767	511,767	(238,233)
Capital Equipment Request Total	426,112	750,000	511,767	511,767	(238,233)

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE

DEPARTMENT 040 - COUNTY ASSESSOR

Job Code	Title	Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
			FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
03 Assessment Operations								
05 Administration - 0401420								
0004	County Assessor	SEL	1.0	125,000	1.0	125,000	1.0	125,000
0117	Director of Technical Service	23	1.0	70,658		1		1
0337	Technical Coordinator	24	1.0	122,500				
5178	Chief Commercial Hearing Officer - Assessor	24	1.0	107,841	1.0	112,841	1.0	112,841
5179	Chief Deputy Assessor - Assessor	24	1.0	141,337	1.0	141,337	1.0	141,337
5180	Deputy Assessor of Taxpayer Services and Public Outreach - Assessor	24	1.0	107,841	1.0	112,841	1.0	112,841
5181	Deputy Assessor, Chief Legal Counsel - Assessor	24	1.0	126,603	1.0	126,603	1.0	126,603
5182	Deputy Assessor, Chief of Assessment Operations and Administration - Assessor	24	1.0	107,841	1.0	125,000	1.0	125,000
5183	Deputy Assessor, Chief of Information Technology - Assessor	24	1.0	107,841	1.0	112,841	1.0	112,841
5185	Director I/C Valuations - Assessor	24	1.0	100,006	1.0	100,006	1.0	100,006
5186	Director of Communications, Springfield - Assessor	24	2.0	128,000	1.0	61,000	1.0	61,000
5187	Director of Field Operations - Assessor	24	1.0	77,000	1.0	77,000	1.0	77,000
5189	Director of Legal - Assessor	24	1.0	100,006	1.0	107,841	1.0	107,841
5190	Director of Research	24		1		1		1
5191	Director of Residential Valuations - Assessor	24	1.0	107,841	1.0	107,841	1.0	107,841
5192	Director of Special Assessment Programs - Assessor	24	1.0	107,841	1.0	112,841	1.0	112,841
5193	Director of Taxpayer Services - Assessor	24	1.0	100,006	1.0	100,006	1.0	100,006
5184	Deputy Assessor, Chief Operating Officer of Valuations and Assessments	24	1.0	138,869	1.0	138,869	1.0	138,869
5786	Deputy Assessor of Human Resources	24	1.0	107,841	1.0	125,000	1.0	125,000
5787	Deputy of Communications-Assessor	24	1.0	80,000	1.0	80,000	1.0	80,000
0349	Director of Technical Review	24	1.0	97,304	1.0	97,304	1.0	97,304
6371	Director of Communications, Cook County - Assessor	24			1.0	67,000	1.0	67,000
6396	Deputy Assessor of Financial Operations	24			1.0	125,000	1.0	125,000
5166	Manager I/C Valuations - Assessor	23	1.0	73,905	1.0	76,909	1.0	76,909
5168	Manager of Appraisal Review and Education - Assessor	23	1.0	90,636	1.0	92,461	1.0	92,461
5169	Manager of Industrial Commercial Field - Assessor	23	1.0	115,220	1.0	70,658	1.0	70,658
5170	Manager of Legacy Systems - Assessor	23	1.0	115,120	1.0	115,220	1.0	115,220
5171	Manager of Purchasing and Operations - Assessor	23	1.0	74,020	1.0	75,509	1.0	75,509
5172	Manager of Residential Field - Assessor	23	1.0	75,091	1.0	76,601	1.0	76,601
5173	Manager of Residential Valuations - Assessor	23	1.0	62,685	1.0	65,234	1.0	65,234
5174	Manager of Systems and Operations - Assessor	23	1.0	70,658	1.0	70,658	1.0	70,658
5175	Manager of Taxpayer Exemption Processing - Assessor	23	1.0	86,965		1		1
5176	Manager of Technical Projects - Assessor	23	1.0	70,658		1		1
5177	Manager of Technical Review - Assessor	23	1.0	70,658		1		1
5352	Financial Research Analyst	23	1.0	90,393	1.0	92,214	1.0	92,214
6044	Director of Compliance	23	1.0	85,407	1.0	87,128	1.0	87,128
5155	Assistant Manager I/C Valuations - Assessor	22	1.0	103,903	1.0	106,013	1.0	106,013
5156	Assistant Manager of Industrial/Commercial Field - Assessor	22	1.0	109,726	1.0	55,893	1.0	55,893
5157	Assistant Manager of Residential Review - Assessor	22	1.0	67,557		1		1

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE

DEPARTMENT 040 - COUNTY ASSESSOR

Job Code	Title	Grade	2014 Approved & Adopted		Department Request		President's Recommendation		
			FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries	
5158	Assistant Manager of Technical Review - Assessor	22	1.0	110,263	1.0	110,263	1.0	110,263	
5160	Legal Counsel IV - Assessor	22	3.0	214,409	3.0	220,281	3.0	220,281	
5161	Manager of Payroll - Assessor	22	1.0	109,526	1.0	109,526	1.0	109,526	
5162	Manager of Records Management - Assessor	22	1.0	109,626	1.0	109,626	1.0	109,626	
5163	Manager of Taxpayer Advocate - Assessor	22	1.0	67,556					
5164	Manager of Taxpayer Information - Assessor	22	1.0	67,556	1.0	67,557	1.0	67,557	
5165	Special Assistant to the Assessor - Assessor	22	1.0	84,642	1.0	86,346	1.0	86,346	
5583	Special Projects Manager	22	1.0	75,091	1.0	76,601	1.0	76,601	
6314	Chief Residential Field Operations	22				1		1	
0187	Assistant to the Director	21	1.0	61,450		1		1	
5141	Assistant Manager of Exemption Processing - Assessor	21	1.0	75,973	1.0	75,973	1.0	75,973	
5142	Assistant Manager of Residential Processing - Assessor	21	1.0	86,831	1.0	88,601	1.0	88,601	
5143	Executive Assistant - Assessor	21	1.0	83,238	1.0	57,020	1.0	57,020	
5145	Manager of Certificate of Error - Assessor	21	1.0	80,538	1.0	82,160	1.0	82,160	
5147	Manager of Divisions - Assessor	21	1.0	61,450	1.0	61,450	1.0	61,450	
5148	Manager of Specific Properties - Assessor	21	1.0	92,107	1.0	94,023	1.0	94,023	
5149	Permit Department Supervisor - Assessor	21	1.0	82,472	1.0	85,831	1.0	85,831	
5150	Senior Network Administrator III - Assessor	21	3.0	256,027	2.0	195,556	2.0	195,556	
5151	Supervisor of Field - Assessor	21	1.0	88,087	1.0	89,854	1.0	89,854	
5153	Supervisor of TPI Branch Office-Markham - Assessor	21	1.0	91,124	1.0	91,124	1.0	91,124	
5154	Supervisor of TPI Downtown- Assessor	21	1.0	48,172	1.0	49,141	1.0	49,141	
5131	Assistant Manager Records Management - Assessor	20	1.0	67,923	1.0	69,292	1.0	69,292	
5132	Assistant Manager Residential Modeling - Assessor	20	1.0	85,641	1.0	87,366	1.0	87,366	
5133	Assistant Manager Taxpayer Information - Assessor	20	1.0	82,602	2.0	140,422	2.0	140,422	
5134	Executive Assistant V - Assessor	20	4.0	254,573	6.0	370,362	6.0	370,362	
5135	Government Relations Liaison/Executive Assistant V - Assessor	20		1					
5136	Human Resources Generalist - Assessor	20		1					
5137	Manager of Freedom of Information - Assessor	20	1.0	87,366	1.0	89,123	1.0	89,123	
5139	Supervisor of Field Operations Downtown - Assessor	20	1.0	85,443					
5140	Supervisor of TPI Branch Office - Assessor	20	1.0	85,443	1.0	87,165	1.0	87,165	
6049	Community Outreach Representative II	20	1.0	72,837	1.0	74,304	1.0	74,304	
5126	Assistant Manager Divisions	18	1.0	46,476					
5127	Assistant Manager Freedom of Information - Assessor	18	1.0	62,955	1.0	64,222	1.0	64,222	
5128	Assistant Manager Residential Field - Assessor	18	1.0	55,021					
5129	Executive Assistant III - Assessor	18	1.0	46,476					
5130	Network Administrator III - Assessor	18	1.0	64,913	1.0	66,682	1.0	66,682	
5375	Executive Receptionist - Assessor	18	1.0	75,505	1.0	75,505	1.0	75,505	
6048	Community Outreach Representative I	18	1.0	47,594	1.0	48,553	1.0	48,553	
			79.0	\$6,691,687	70.0	\$6,064,606	70.0	\$6,064,606	
06 Assessment Operations & Support - 0401421									
5123	Senior Programmer V - Assessor	23		1		1		1	
5113	Communications Specialist/Spokesperson - Assessor	22	1.0	103,158	1.0	103,158	1.0	103,158	
5115	I/C Valuations Senior Analyst IV - Assessor	22	1.0	110,482	1.0	110,482	1.0	110,482	

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE

DEPARTMENT 040 - COUNTY ASSESSOR

Job Code	Title	Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
			FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
5116	Industrial/Commercial Group Leader/Senior Field Inspector V - Assessor	22	2.0	188,695		2		2
5117	Research Senior Analyst IV - Assessor	22	1.0	109,472	1.0	110,482	1.0	110,482
5119	Senior Systems Analyst IV - Assessor	22		1		1		1
5105	Group Leader of Application Development - Assessor	21	1.0	91,487	1.0	91,487	1.0	91,487
5106	I/C Valuations Group Leader IV - Assessor	21		1		1		1
5107	I/C Valuations Senior Analyst III - Assessor	21		1		1		1
5108	Industrial/Commercial Group Leader/Senior Field Inspector V - Assessor	21	1.0	100,678		2		2
5110	Research Senior Analyst III - Assessor	21	1.0	95,883	1.0	95,883	1.0	95,883
5111	Senior Programmer III - Assessor	21	2.0	201,354	2.0	201,354	2.0	201,354
5081	Second Pass Coordinator and C/E Specialist - Assessor	20	1.0	91,612	1.0	91,612	1.0	91,612
5083	Condominium Valuation Group Leader - Assessor	20	1.0	84,567	1.0	85,538	1.0	85,538
5085	GIS Analyst II - Assessor	20		1		1		1
5087	I/C Valuations Group Leader III - Assessor	20	6.0	506,692	6.0	510,357	6.0	510,357
5089	Industrial Commercial Field Inspector V - Assessor	20	8.0	692,883	7.0	627,946	7.0	627,946
5090	Industrial/Commercial Group Leader/Senior Field Inspector III - Assessor	20	2.0	156,465	2.0	156,465	2.0	156,465
5091	Programmer IV - Assessor	20		2		2		2
5093	Research Analyst V - Assessor	20	1.0	75,036	1.0	78,224	1.0	78,224
5094	Research Senior Analyst II - Assessor	20	1.0	74,917	1.0	64,854	1.0	64,854
5096	Residential Modeling Senior Analyst V - Assessor	20	1.0	87,251	1.0	87,251	1.0	87,251
5097	Residential Senior Analyst V - Assessor	20		1		1		1
5098	Residential Senior Field Inspector V - Assessor	20	2.0	178,267	2.0	177,151	2.0	177,151
5103	Technical Review Industrial and Commercial Analyst V	20	1.0	86,524	1.0	87,250	1.0	87,250
5062	I/C Valuations Analyst IV - Assessor	19		1		1		1
5065	Industrial Commercial Field Inspector IV - Assessor	19	2.0	161,334	2.0	161,334	2.0	161,334
5069	Research Senior Analyst I - Assessor	19	1.0	77,901	1.0	77,901	1.0	77,901
5073	Residential Senior Field Inspector IV - Assessor	19	1.0	79,459	1.0	83,433	1.0	83,433
5076	Special Projects Coordinator - Assessor	19		1		1		1
5040	Division Senior Analyst III - Assessor	18	1.0	71,016	1.0	71,815	1.0	71,815
5043	Industrial Commercial Field Inspector III - Assessor	18	3.0	209,250	2.0	139,646	2.0	139,646
5045	Payroll Coordinator - Assessor	18	1.0	70,210	1.0	71,016	1.0	71,016
5046	Programmer II - Assessor	18	3.0	188,152	3.0	190,841	3.0	190,841
5047	Research Analyst III - Assessor	18	1.0	61,501	1.0	64,113	1.0	64,113
5048	Residential Group Leader III - Assessor	18	4.0	268,140	4.0	275,381	4.0	275,381
5049	Residential Modeling Senior Analyst III - Assessor	18	2.0	148,499	2.0	148,499	2.0	148,499
5051	Residential Senior Field Inspector III - Assessor	18	5.0	358,104	5.0	365,770	5.0	365,770
5052	Specific Properties Senior Analyst III - Assessor	18	1.0	76,060	1.0	76,060	1.0	76,060
5053	Support Staff - Assessor	18	1.0	72,439	1.0	72,439	1.0	72,439
5055	Taxpayer Advocate Analyst IV - Assessor	18	1.0	76,060	1.0	76,060	1.0	76,060
5056	Taxpayer Information Senior Specialist - Assessor	18	1.0	72,439	1.0	72,439	1.0	72,439
5057	Technical Review Industrial and Commercial Analyst III - Assessor	18	1.0	71,835	1.0	74,553	1.0	74,553

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE  
DEPARTMENT 040 - COUNTY ASSESSOR

Job Code	Title	Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
			FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
5058	Technical Review Verification Specialist - Assessor	18	1.0	72,439	1.0	72,439	1.0	72,439
5363	Technical Review Residential Analyst V- Assessor	18	2.0	147,076	2.0	147,076	2.0	147,076
5413	Senior Automation Coordinator	18	2.0	140,788	1.0	69,992	1.0	69,992
5016	I/C Valuations Analyst II - Assessor	17		1		1		1
5024	Residential Analyst IV - Assessor	17		2		2		2
5026	Residential Group Leader II - Assessor	17	1.0	66,298	1.0	66,298	1.0	66,298
5038	Township Assessor Liaison - Assessor	17	1.0	67,625	1.0	67,625	1.0	67,625
4887	Division Senior Analyst I - Assessor	16	1.0	60,125	1.0	60,125	1.0	60,125
4888	Residential Field Inspector III - Assessor	16	5.0	327,510	5.0	308,350	5.0	308,350
4890	Residential Permit Group Leader - Assessor	16		1		1		1
4891	Specific Properties Analyst III - Assessor	16	1.0	66,165	1.0	66,165	1.0	66,165
4892	Taxpayer Advocate Analyst II- Assessor	16	1.0	62,491	1.0	63,014	1.0	63,014
4990	Division Analyst III - Assessor	16	1.0	63,014	1.0	46,840	1.0	46,840
4992	I/C Valuations Analyst I - Assessor	16		6		6		6
4993	I/C Valuations Junior Analyst III - Assessor	16	1.0	66,165				
4994	I/C Valuations Support Staff Group Leader - Assessor	16	1.0	60,751	1.0	60,760	1.0	60,760
5000	Research Analyst III - Assessor	16		1		1		1
5001	Residential Modeling Junior Analyst III - Assessor	16	2.0	124,793	1.0	63,014	1.0	63,014
5006	Specific Properties Senior Analyst I - Assessor	16		1		1		1
5007	Taxpayer Information Senior Specialist/Group Leader IV - Assessor	16		1		1		1
5008	Taxpayer Information Senior Specialist IV - Assessor	16	1.0	66,166	1.0	66,166	1.0	66,166
5010	Technical Review Support Staff Group Leader - Assessor	16	1.0	66,165	1.0	66,165	1.0	66,165
4966	Administrative Assistant III - Assessor	15	1.0	60,727		1		1
4969	Exempt Analyst II - Assessor	15	1.0	57,550	1.0	57,550	1.0	57,550
4970	I/C Valuations Junior Analyst II - Assessor	15	5.0	282,409	7.0	412,057	7.0	412,057
4972	Landmarks Analyst - Assessor	15	1.0	58,702	1.0	58,702	1.0	58,702
4974	Records Management Specialist III - Assessor	15	1.0	61,635	1.0	61,635	1.0	61,635
4976	Residential Field Inspector II - Assessor	15	3.0	180,820	3.0	180,849	3.0	180,849
4977	Residential Junior Analyst III - Assessor	15	7.0	387,064	7.0	407,302	7.0	407,302
4980	Senior Support Staff III - Assessor	15	6.0	342,503	6.0	346,569	6.0	346,569
4981	Specific Properties Analyst II - Assessor	15	1.0	57,550	1.0	57,550	1.0	57,550
4982	Taxpayer Advocate Analyst I - Assessor	15	1.0	58,703	1.0	58,703	1.0	58,703
4983	Taxpayer Information Specialist - Assessor	15	1.0	61,635	1.0	61,635	1.0	61,635
4984	Taxpayer Information Senior Specialist III - Assessor	15	1.0	58,703	1.0	58,703	1.0	58,703
4884	I/C Valuations Junior Analyst I - Assessor	14	4.0	208,939	4.0	198,898	4.0	198,898
4886	Taxpayer Information Senior Specialist II - Assessor	14	4.0	222,494	4.0	222,494	4.0	222,494
4944	Division Analyst I - Assessor	14	1.0	54,073	1.0	56,150	1.0	56,150
4946	Exempt Analyst I - Assessor	14	2.0	105,484	2.0	105,484	2.0	105,484
4948	Industrial Commercial Junior Field Inspector I - Assessor	14	2.0	92,891	2.0	89,494	2.0	89,494
4952	Residential Field Inspector I - Assessor	14	2.0	111,783	2.0	111,783	2.0	111,783
4953	Residential Field Workflow Coordinator - Assessor	14	2.0	114,510	1.0	57,255	1.0	57,255
4954	Residential Junior Analyst	14	4.0	206,310	5.0	249,085	5.0	249,085
4955	Residential Junior Field Inspector II - Assessor	14	2.0	111,994	2.0	111,784	2.0	111,784

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE

DEPARTMENT 040 - COUNTY ASSESSOR

Job Code	Title	Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
			FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
4957	Residential Permit Analyst	14			1.0	40,529	1.0	40,529
4959	Specific Properties Analyst I - Assessor	14	1.0	42,254	1.0	45,147	1.0	45,147
4960	Support Staff VI - Assessor	14	1.0	53,456	1.0	53,997	1.0	53,997
4961	Taxpayer Information Senior Specialist/Group Leader - Assessor	14	1.0	54,528	1.0	54,528	1.0	54,528
4962	Taxpayer Information Specialist IV - Assessor	14	3.0	167,966	2.0	110,711	2.0	110,711
4964	Technical Review Specialist IV - Assessor	14	1.0	57,255	1.0	57,255	1.0	57,255
4923	Division Junior Analyst I - Assessor	13	4.0	201,459	3.0	139,537	3.0	139,537
4925	Freedom of Information Specialist III - Assessor	13	1.0	50,788	1.0	50,788	1.0	50,788
4927	Liaison to Foreign Language Community - Assessor	13	1.0	53,328	1.0	53,328	1.0	53,328
4928	Liaison to Religious Institutions - Assessor	13	1.0	43,539	1.0	45,390	1.0	45,390
4929	Receptionist V - Assessor	13	1.0	49,792	1.0	50,352	1.0	50,352
4931	Residential Field Inspector - Assessor	13		1				
4932	Residential Junior Analyst I - Assessor	13	11.0	510,724	11.0	515,539	11.0	515,539
4933	Residential Junior Field Inspector I - Assessor	13	5.0	242,983	5.0	244,818	5.0	244,818
4934	Residential Permit Analyst III - Assessor	13	1.0	53,328	1.0	53,328	1.0	53,328
4936	Supply Coordinator - Assessor	13	1.0	50,788		1		1
4937	Support Staff V - Assessor	13	6.0	313,213	6.0	314,851	6.0	314,851
4938	Taxpayer Information Senior Specialist I - Assessor	13	7.0	344,559	7.0	348,076	7.0	348,076
4939	Taxpayer Information Specialist III - Assessor	13	4.0	198,830	4.0	198,936	4.0	198,936
4916	Receptionist IV - Assessor	12	1.0	49,794		1		1
4918	Support Staff IV - Assessor	12	1.0	49,794	1.0	49,794	1.0	49,794
4919	Taxpayer Information Junior Specialist IV - Assessor	12	1.0	49,794	1.0	49,794	1.0	49,794
4920	Taxpayer Information Specialist II - Assessor	12	1.0	46,493	1.0	46,493	1.0	46,493
4921	Technical Review Specialist II - Assessor	12	1.0	49,794	1.0	49,794	1.0	49,794
4903	Freedom of Information Junior Specialist III - Assessor	11	1.0	42,251	1.0	42,251	1.0	42,251
4904	Freedom of Information Specialist I - Assessor	11	2.0	86,824	2.0	87,519	2.0	87,519
4906	Residential Junior Analyst - Assessor	11	1.0	44,280	1.0	44,280	1.0	44,280
4907	Residential Permit Analyst I - Assessor	11	3.0	134,185	1.0	46,494	1.0	46,494
4908	Supply Assistant II - Assessor	11	1.0	42,249	1.0	42,383	1.0	42,383
4909	Support Staff III - Assessor	11	22.0	963,524	21.0	904,791	21.0	904,791
4910	Taxpayer Information Junior Specialist	11	9.0	380,242	12.0	478,978	12.0	478,978
4911	Taxpayer Information Specialist I - Assessor	11	5.0	221,643	5.0	222,653	5.0	222,653
4912	Technical Review Specialist I - Assessor	11	1.0	43,412	1.0	43,434	1.0	43,434
4901	Support Staff II - Assessor	10	9.0	316,358	9.0	320,320	9.0	320,320
4902	Taxpayer Information Junior Specialist II - Assessor	10	7.0	268,395	7.0	264,176	7.0	264,176
			253.0	\$14,729,718	243.0	\$13,958,799	243.0	\$13,958,799
08 Exemptions Investigation Unit - 0401423								
6076	Deputy of Exemptions Investigation Unit	24	1.0	107,841	1.0	107,841	1.0	107,841
6077	Director of Exemptions Investigation Unit	23	1.0	90,000	1.0	97,139	1.0	97,139
6078	Manager of Exemptions Investigation Unit	21	1.0	70,000	1.0	71,495	1.0	71,495
6239	Chief Investigator-Assessor	21	1.0	66,000	1.0	67,393	1.0	67,393
0641	Investigator IV	20	14.0	782,474	10.0	561,476	10.0	561,476
5091	Programmer IV - Assessor	20	1.0	55,892	1.0	55,266	1.0	55,266
5134	Executive Assistant V - Assessor	20			1.0	55,892	1.0	55,892
6079	Assistant Manager of Exemptions Investigation Unit	20	1.0	55,892	1.0	55,892	1.0	55,892
0145	Accountant V	19	1.0	50,838	1.0	50,838	1.0	50,838

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE  
DEPARTMENT 040 - COUNTY ASSESSOR

Job Code	Title	Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
			FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
5054	Systems Analyst II - Assessor	18	1.0	53,843	1.0	53,843	1.0	53,843
5129	Executive Assistant III - Assessor	18	1.0	46,476				
4909	Support Staff III - Assessor	11	5.0	141,800				
4901	Support Staff II - Assessor	10			5.0	159,373	5.0	159,373
			28.0	\$1,521,056	24.0	\$1,336,448	24.0	\$1,336,448
<b>Total Salaries and Positions</b>			<b>360.0</b>	<b>\$22,942,461</b>	<b>337.0</b>	<b>\$21,359,853</b>	<b>337.0</b>	<b>\$21,359,853</b>
Turnover Adjustment				(1,559,117)		(1,342,992)		(1,342,992)
<b>Operating Funds Total</b>			<b>360.0</b>	<b>\$21,383,344</b>	<b>337.0</b>	<b>\$20,016,861</b>	<b>337.0</b>	<b>\$20,016,861</b>

PERSONAL SERVICES - SUMMARY OF POSITIONS BY GRADE  
DEPARTMENT 040 - COUNTY ASSESSOR

Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
	FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
SEL	1.0	125,000	1.0	125,000	1.0	125,000
24	20.0	2,074,360	20.0	2,139,013	20.0	2,139,013
23	15.0	1,242,075	11.0	919,736	11.0	919,736
22	18.0	1,631,663	14.0	1,266,233	14.0	1,266,233
21	21.0	1,732,873	18.0	1,498,350	18.0	1,498,350
20	51.0	3,750,306	49.0	3,613,212	49.0	3,613,212
19	5.0	369,534	5.0	373,508	5.0	373,508
18	39.0	2,603,267	33.0	2,296,944	33.0	2,296,944
17	2.0	133,926	2.0	133,926	2.0	133,926
16	15.0	963,355	13.0	800,609	13.0	800,609
15	29.0	1,668,001	30.0	1,761,256	30.0	1,761,256
14	30.0	1,603,937	30.0	1,564,594	30.0	1,564,594
13	43.0	2,113,332	41.0	2,014,944	41.0	2,014,944
12	5.0	245,669	4.0	195,876	4.0	195,876
11	50.0	2,100,410	45.0	1,912,783	45.0	1,912,783
10	16.0	584,753	21.0	743,869	21.0	743,869
<b>Total Salaries and Positions</b>	<b>360.0</b>	<b>\$22,942,461</b>	<b>337.0</b>	<b>\$21,359,853</b>	<b>337.0</b>	<b>\$21,359,853</b>
<b>Turnover Adjustment</b>		<b>(1,559,117)</b>		<b>(1,342,992)</b>		<b>(1,342,992)</b>
<b>Operating Funds Total</b>	<b>360.0</b>	<b>\$21,383,344</b>	<b>337.0</b>	<b>\$20,016,861</b>	<b>337.0</b>	<b>\$20,016,861</b>

DEPARTMENT OVERVIEW

579 ASSESSOR SPECIAL REVENUE FUND

Mission

The intent of this ordinance is to create a special revenue fund from revenues derived by the efforts of the County Assessor to generate revenue from marketing previously unutilized commercial opportunities related to, but not limited to, The Assessor's Website, Assessor Database and Assessment Notices.

Mandates and Key Activities

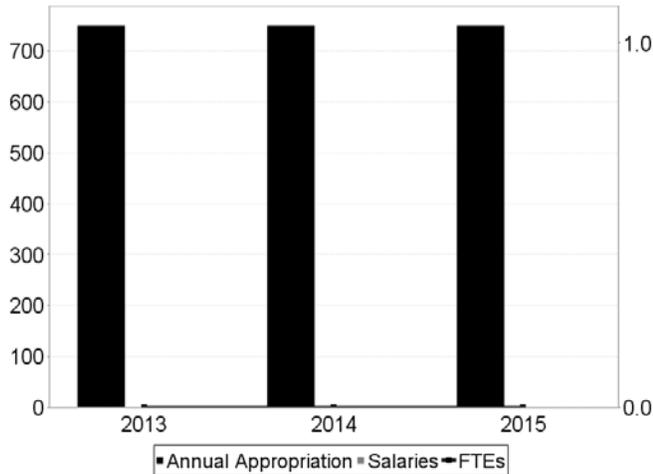
- Sec. 2-317. - Assessor special revenue fund.

Beginning on or before March 1, 2010, the Comptroller shall create a special revenue fund to be entitled the "Assessor Special Revenue Fund." The revenue collected by the Assessor from marketing previously unutilized commercial opportunities related to, but not limited to, the Assessor's Website, Assessor Database, and Assessment Notices shall be placed in such special fund for the Assessor to be held by the Treasurer of the County.

Such revenues collected and placed in such special fund shall only be disbursed by appropriation of the County Board for use by the Assessor.

Discussion of 2014 Activities and 2015 Initiatives

Appropriations (\$ thousands)			
Fund Category	2013 Adopted	2014 Adjusted Appropriation	2015 Recommended
Special Purpose Funds	750.0	750.0	750.0
	Adopted	Adopted	Recommended
FTE Positions	0	0	0



DISTRIBUTION BY APPROPRIATION CLASSIFICATION  
 DEPARTMENT 579 - ASSESSOR SPECIAL REVENUE FUND

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
Contingency and Special Purposes					
818/580033 Reimbursement to Designated Fund	403,994	750,000	750,000	750,000	
Contingency and Special Purposes Total	403,994	750,000	750,000	750,000	
Operating Funds Total	403,994	750,000	750,000	750,000	

# SECTION CONTENTS

- Bureau Summary of Appropriations and Positions
- Bureau Distribution By Appropriation Classification
- Department Overview
- Department Budget
  - Distribution By Appropriation Classification
  - Personal Services, Summary of Positions
  - Summary of Positions by Grade

BUREAU SUMMARY  
 BOARD OF REVIEW

SUMMARY OF APPROPRIATIONS

Department and Title	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Corporate Fund</b>					
050 - Board of Review	6,750,740	8,342,970	8,506,129	8,506,129	163,159
Corporate Fund Total	6,750,740	8,342,970	8,506,129	8,506,129	163,159
Total Appropriations	6,750,740	8,342,970	8,506,129	8,506,129	163,159

SUMMARY OF POSITIONS

Department and Title	2014 Approved Positions	Department Request	President's Recommendation	Difference
<b>Corporate Fund</b>				
050 - Board of Review	125.0	126.0	126.0	1.0
Corporate Fund Total	125.0	126.0	126.0	1.0
Total Positions	125.0	126.0	126.0	1.0

## DEPARTMENT OVERVIEW

### 050 BOARD OF REVIEW

#### Mission

The Cook County Board of Review fairly and impartially reviews the assessments of all property within Cook County to the extent authorized by the Property Tax Code, corrects all assessments which should be corrected, raises, lowers, and/or directs the Cook County Assessor to change, correct, alter, or modify assessments as justice may require. It also uses the authority provided by the Property Tax Code to ensure a full, fair and impartial assessment of property.

#### Mandates and Key Activities

- Gives every party that files a complaint the opportunity to be heard, notifies the Cook County Assessor of any change in the assessment, and maintains all records for five years
- The Property Tax Appeal Board may require the production of records [from the BOR] that may be material evidence
- Upon complaint of any taxpayer or interested taxing district, review the assessment and confirm, revise, correct, alter or modify as it appears to be just
- Provides citizens a forum to appeal assessed value of their real estate
- Reviews evidence submitted to determine a fair and just assessed value
- Reviews evidence submitted from Cook County Assessor's Office to correct prior assessed values through the Certificate of Error process
- Defends its decisions at the Illinois Property Tax Appeal Board
- Makes recommendations to Illinois Department of Revenue regarding applications for property tax exemptions

#### Discussion of 2014 Activities and 2015 Initiatives

The BOR completed its prior session on April 17, 2014, positioning the Cook County Property Tax System to issue second installment bills payable on August 1, repeating its success for the third time in 34 years. This accomplishment benefits local taxing jurisdictions, which avoids spending interest bearing reserves or issuing tax anticipation warrants. The cost to taxing jurisdictions of late bills is estimated to be at minimum \$3 million per month.

The BOR must complete its current session by April 18, 2015 for bills to be due on the statutory deadline. This poses a challenge because year-to-year the number of parcels appealed have grown exponentially. The BOR anticipates the South reassessment triennial to yield in excess of 350,000 parcels for review.

The BOR continues to implement its long-term technology strategy by awarding a contract to Databank LLC to re-engineer and digitally automate the appeals process. The comprehensive project will start to show immediate results and improvements in the 2015 Appeals Session. The term of the contract is three years in which a fully automated appeals process will be implemented.

Other advancements for the BOR during the 2014 Appeals Session include:

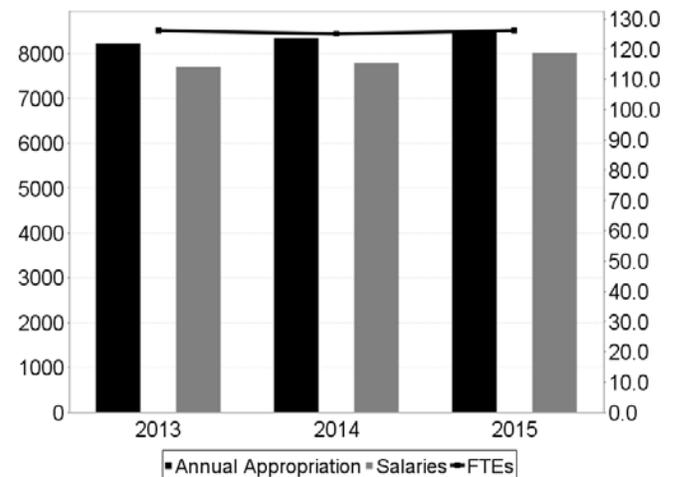
- Online pre-registration of appeals enhancements.
  - Online access to bulk filing for multiple PIN properties enhancements.
  - Digital Docketing Intranet System enhancements.
  - Worked with Bureau of Technology implementing a bar code tracking system to improve handling of current paper complaint system.
- . The BOR Commissioners published an Annual Report

outlining activities for the 2013 session.

. The BOR Commissioners worked with the Illinois Department of Revenue and other groups to provide educational opportunities to staff and employees.

The BOR opened the first group of townships for its current session on August 4, 2014. These adjustments and other changes to BOR procedures implemented last year should increase the likelihood of finishing the session on time.

Appropriations (\$ thousands)			
Fund Category	2013 Adopted	2014 Adjusted Appropriation	2015 Recommended
Corporate Fund	8,227.0	8,343.0	8,506.1
	Adopted	Adopted	Recommended
FTE Positions	126.0	125.0	126.0



#### STAR Goals/Key Performance Indicators

- ★ Timely completion of complaint session: Completed the 2013 complaint session by April 17, 2014 allowing timely issuance of tax bills.
- ★ Improved access to online appeals process: Last session, 86% of complaints were filed online compared to 28% in the 2011 session.
- ★ Increase awareness of the property tax appeal process: BOR presents outreach workshops to bring the appeal process to underserved communities, including citizens lacking internet access or ready transportation, as well as the elderly.
- ★ Encourage technological innovation: Awarded contract to vendor for reengineering and automation of appeals process.

STAR Performance Data			
Performance Indicator	FY 2013	FY 2014 Projected YE	FY 2015 Target
Close Date -Complete complaint session in April	4/19/13	4/17/14	4/18/14
% of parcels filed on-line	86%	86%	50%
Number of residential outreach programs conducted in County	162	164	140

DISTRIBUTION BY APPROPRIATION CLASSIFICATION  
DEPARTMENT 050 - BOARD OF REVIEW

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Personal Services</b>					
110/501010 Salaries and Wages of Regular Employees	6,325,520	7,761,452	8,008,415	8,008,415	246,963
120/501210 Overtime Compensation	108,857	125,000	75,000	75,000	(50,000)
130/501320 Salaries and Wages of Extra Employees	(0)				
170/501510 Mandatory Medicare Costs	56,245	68,619	117,939	117,939	49,320
183/501770 Seminars for Professional Employees			11,800	11,800	11,800
185/501810 Professional and Technical Membership Fees	2,315	2,625	2,450	2,450	(175)
186/501860 Training Programs for Staff Personnel	9,650	10,000	10,000	10,000	
190/501970 Transportation and Other Travel Expenses for Employees	4,676	7,500	7,500	7,500	
<b>Personal Services Total</b>	<b>6,507,261</b>	<b>7,975,196</b>	<b>8,233,104</b>	<b>8,233,104</b>	<b>257,908</b>
<b>Contractual Services</b>					
225/520260 Postage	54,213	83,604	59,875	59,875	(23,729)
240/520490 External Graphics and Reproduction Services	52,867	61,983	31,550	31,550	(30,433)
241/520491 Internal Graphics and Reproduction Services	17,979	36,500	34,600	34,600	(1,900)
242/520550 Surveys, Operations and Reports	1,978	2,718	2,500	2,500	(218)
245/520610 Advertising For Specific Purposes	2,545	5,820	6,000	6,000	180
268/521030 Court Reporting, Stenographic, Transcribing, or Interpreter Services	569	1,067	1,000	1,000	(67)
<b>Contractual Services Total</b>	<b>130,151</b>	<b>191,692</b>	<b>135,525</b>	<b>135,525</b>	<b>(56,167)</b>
<b>Supplies and Materials</b>					
350/530600 Office Supplies	35,900	66,930	43,470	43,470	(23,460)
353/530640 Books, Periodicals, Publications, Archives and Data Services	23,851	25,000	28,200	28,200	3,200
354/530680 Data Services for PTAB	24,416	46,075	30,841	30,841	(15,234)
388/531650 Computer Operation Supplies	8,382	16,005	12,434	12,434	(3,571)
<b>Supplies and Materials Total</b>	<b>92,549</b>	<b>154,010</b>	<b>114,945</b>	<b>114,945</b>	<b>(39,065)</b>
<b>Operations and Maintenance</b>					
440/540130 Maintenance and Repair of Office Equipment	2,787	4,000	4,000	4,000	
<b>Operations and Maintenance Total</b>	<b>2,787</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	
<b>Rental and Leasing</b>					
630/550010 Rental of Office Equipment	17,991	18,072			(18,072)
630/550018 County Wide Canon Photocopier Lease			18,555	18,555	18,555
<b>Rental and Leasing Total</b>	<b>17,991</b>	<b>18,072</b>	<b>18,555</b>	<b>18,555</b>	<b>483</b>
<b>Operating Funds Total</b>	<b>6,750,740</b>	<b>8,342,970</b>	<b>8,506,129</b>	<b>8,506,129</b>	<b>163,159</b>
<b>(717) New/Replacement Capital Equipment - 71700050</b>					
530/560510 Office Furnishings and Equipment	21,072	50,000			(50,000)
579/560450 Computer Equipment	217,530		154,421	154,421	154,421
	238,602	50,000	154,421	154,421	104,421
<b>Capital Equipment Request Total</b>	<b>238,602</b>	<b>50,000</b>	<b>154,421</b>	<b>154,421</b>	<b>104,421</b>

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE

DEPARTMENT 050 - BOARD OF REVIEW

Job Code	Title	Grade	2014 FTE Pos.	Approved & Adopted Salaries	Department Request FTE Pos.	Request Salaries	President's Recommendation FTE Pos.	Recommendation Salaries
<b>01 Executive Division</b>								
<b>01 Hearings - 0501254</b>								
0009	Commissioner	SEL	3.0	300,000	3.0	300,000	3.0	300,000
0376	Chief Deputy Commissioner	24	1.0	137,512	1.0	137,512	1.0	137,512
0377	First Assistant Commissioner	24	2.0	256,056	2.0	256,056	2.0	256,056
0036	Chief of Administrative Services	23	1.0	79,311	1.0	80,945	1.0	80,945
0324	Administrative Assistant to Commissioners II (Board of Appeals)	23	4.0	389,032	4.0	393,728	4.0	393,728
0383	Deputy in Charge-Complaints	23	1.0	98,847	1.0	100,844	1.0	100,844
0065	Administrative Assistant to Commissioner Board of Appeals	22	1.0	67,557	1.0	75,521	1.0	75,521
0051	Administrative Assistant V	20	4.0	255,066	4.0	256,544	4.0	256,544
0366	Appeals Analyst II	19	1.0	51,863	1.0	53,971	1.0	53,971
0365	Appeals Analyst I	18	1.0	63,948	1.0	66,551	1.0	66,551
			19.0	\$1,699,192	19.0	\$1,721,672	19.0	\$1,721,672
<b>02 Real Estate Tax Analytical Section - 0501411</b>								
0295	Administrative Analyst V	23	4.0	358,520	4.0	370,757	4.0	370,757
0324	Administrative Assistant to Commissioners II (Board of Appeals)	23	1.0	72,085	1.0	75,014	1.0	75,014
1114	Systems Analyst V	23	1.0	80,323	1.0	81,938	1.0	81,938
1137	Manager-Systems Development	23	1.0	57,682	1.0	74,900	1.0	74,900
0065	Administrative Assistant to Commissioner Board of Appeals	22	4.0	295,259	4.0	288,395	4.0	288,395
0253	Business Manager III	22	2.0	163,201	2.0	163,005	2.0	163,005
0338	Assessment Analyst IV	22	2.0	147,503	2.0	151,921	2.0	151,921
0342	Assessment Analyst III	21	1.0	63,121	1.0	64,394	1.0	64,394
0051	Administrative Assistant V	20	7.0	482,461	7.0	469,944	7.0	469,944
0145	Accountant V	19	2.0	127,528	2.0	130,097	2.0	130,097
0366	Appeals Analyst II	19	1.0	71,232	1.0	72,670	1.0	72,670
0050	Administrative Assistant IV	18	1.0	47,484	1.0	48,441	1.0	48,441
0365	Appeals Analyst I	18	4.0	217,918	4.0	222,337	4.0	222,337
0389	Deputy Member III	18	3.0	188,305	3.0	192,618	3.0	192,618
			34.0	\$2,372,622	34.0	\$2,406,431	34.0	\$2,406,431
<b>03 Administrative and Clerical - 0501256</b>								
0387	Secretary Board of Appeals	23	1.0	88,879	1.0	95,948	1.0	95,948
0253	Business Manager III	22	1.0	72,444	1.0	85,694	1.0	85,694
0051	Administrative Assistant V	20	1.0	62,173	1.0	63,423	1.0	63,423
1103	Computer Operator III	16	1.0	44,949	1.0	49,002	1.0	49,002
0384	Deputy Member I	14	1.0	50,938	1.0	51,965	1.0	51,965
			5.0	\$319,383	5.0	\$346,032	5.0	\$346,032
<b>04 PTAB Administrative Review Section - 0501257</b>								
0324	Administrative Assistant to Commissioners II (Board of Appeals)	23	1.0	83,383	1.0	88,442	1.0	88,442
0051	Administrative Assistant V	20			1.0	61,696	1.0	61,696
0050	Administrative Assistant IV	18		1		1		1
0365	Appeals Analyst I	18	3.0	154,151	3.0	157,254	3.0	157,254
0048	Administrative Assistant III	16	1.0	48,966	1.0	49,969	1.0	49,969
1103	Computer Operator III	16	1.0	55,613				
			6.0	\$342,114	6.0	\$357,362	6.0	\$357,362
<b>02 Administrative Service Division</b>								
<b>01 Supervisory and Clerical - 0501258</b>								
0382	Chief Clerk Board of Appeals	23	1.0	88,879	1.0	91,020	1.0	91,020
0051	Administrative Assistant V	20	1.0	55,892	1.0	57,640	1.0	57,640

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE

DEPARTMENT 050 - BOARD OF REVIEW

Job Code	Title	Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
			FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
0366	Appeals Analyst II	19	3.0	182,948	3.0	184,860	3.0	184,860
0050	Administrative Assistant IV	18	1.0	48,851	1.0	49,833	1.0	49,833
0365	Appeals Analyst I	18	1.0	72,167	1.0	73,622	1.0	73,622
0144	Accountant IV	17	1.0	61,450	1.0	43,339	1.0	43,339
0048	Administrative Assistant III	16	1.0	41,294	2.0	92,464	2.0	92,464
0388	Deputy Member II	15	1.0	58,889	1.0	60,094	1.0	60,094
0047	Administrative Assistant II	14	1.0	42,976	2.0	88,333	2.0	88,333
0936	Stenographer V	13	1.0	33,272				
0907	Clerk V	11	1.0	43,339				
			13.0	\$729,957	13.0	\$741,205	13.0	\$741,205
02 Property Exemption Section - 0501259								
0324	Administrative Assistant to Commissioners II (Board of Appeals)	23	2.0	199,964	2.0	202,258	2.0	202,258
0051	Administrative Assistant V	20	2.0	117,087	2.0	120,459	2.0	120,459
0050	Administrative Assistant IV	18	1.0	50,635	1.0	51,653	1.0	51,653
1103	Computer Operator III	16	1.0	59,934	1.0	62,372	1.0	62,372
			6.0	\$427,620	6.0	\$436,742	6.0	\$436,742
03 Computer Section - 0501412								
0050	Administrative Assistant IV	18	1.0	71,723	1.0	73,161	1.0	73,161
0365	Appeals Analyst I	18	1.0	47,520	1.0	46,632	1.0	46,632
0046	Administrative Assistant I	12	1.0	44,537	1.0	45,452	1.0	45,452
0907	Clerk V	11	1.0	42,769	1.0	43,628	1.0	43,628
			4.0	\$206,549	4.0	\$208,873	4.0	\$208,873
04 Field Investigation Section - 0501261								
0051	Administrative Assistant V	20	1.0	58,261	1.0	68,841	1.0	68,841
0048	Administrative Assistant III	16	1.0	48,965	1.0	51,179	1.0	51,179
0936	Stenographer V	13	1.0	49,061	1.0	50,049	1.0	50,049
			3.0	\$156,287	3.0	\$170,069	3.0	\$170,069
05 Taxpayer Assistance Section - 0501262								
0051	Administrative Assistant V	20	2.0	114,955	3.0	179,463	3.0	179,463
0145	Accountant V	19	1.0	60,029	1.0	51,008	1.0	51,008
0365	Appeals Analyst I	18	3.0	156,450	2.0	110,941	2.0	110,941
0389	Deputy Member III	18	1.0	50,635	1.0	51,653	1.0	51,653
0048	Administrative Assistant III	16	1.0	40,415	1.0	47,827	1.0	47,827
0384	Deputy Member I	14	1.0	53,380	1.0	54,455	1.0	54,455
1102	Computer Operator II	14	1.0	48,723	1.0	49,705	1.0	49,705
1235	Storekeeper V	14	1.0	51,656	1.0	52,695	1.0	52,695
			11.0	\$576,243	11.0	\$597,747	11.0	\$597,747
06 Pre-Hearing - 0501263								
0295	Administrative Analyst V	23	1.0	73,396	1.0	74,868	1.0	74,868
0389	Deputy Member III	18	1.0	63,779	1.0	65,768	1.0	65,768
0384	Deputy Member I	14	1.0	54,039	1.0	55,129	1.0	55,129
0046	Administrative Assistant I	12	1.0	55,892	1.0	58,167	1.0	58,167
			4.0	\$247,106	4.0	\$253,932	4.0	\$253,932
07 Computer Entry Section - 0501264								
0051	Administrative Assistant V	20	1.0	79,327	1.0	80,919	1.0	80,919
0145	Accountant V	19	1.0	78,974	1.0	80,560	1.0	80,560
0050	Administrative Assistant IV	18	1.0	71,892	1.0	73,345	1.0	73,345
0048	Administrative Assistant III	16	1.0	48,900	1.0	49,883	1.0	49,883
0388	Deputy Member II	15			1.0	41,592	1.0	41,592
0047	Administrative Assistant II	14	2.0	99,614	2.0	101,661	2.0	101,661

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE  
DEPARTMENT 050 - BOARD OF REVIEW

Job Code	Title	Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
			FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
0384	Deputy Member I	14	1.0	54,371	2.0	90,461	2.0	90,461
0936	Stenographer V	13	1.0	53,935	1.0	54,174	1.0	54,174
0907	Clerk V	11	1.0	36,275				
			9.0	\$523,288	10.0	\$572,595	10.0	\$572,595
08 PTAB Clerical Section - 0501413								
0338	Assessment Analyst IV	22	1.0	76,224	1.0	81,148	1.0	81,148
0366	Appeals Analyst II	19	1.0	72,921	1.0	74,434	1.0	74,434
0048	Administrative Assistant III	16	1.0	41,958	1.0	42,802	1.0	42,802
0388	Deputy Member II	15	1.0	57,373	1.0	58,530	1.0	58,530
1102	Computer Operator II	14	2.0	101,795	2.0	103,004	2.0	103,004
			6.0	\$350,271	6.0	\$359,918	6.0	\$359,918
03 Branch Offices								
01 Markham Branch - 0501267								
0047	Administrative Assistant II	14	1.0	54,627	1.0	55,724	1.0	55,724
			1.0	\$54,627	1.0	\$55,724	1.0	\$55,724
02 Bridgeview Branch - 0501268								
0048	Administrative Assistant III	16	1.0	56,791	1.0	57,935	1.0	57,935
			1.0	\$56,791	1.0	\$57,935	1.0	\$57,935
03 Maywood Branch - 0501269								
0384	Deputy Member I	14	1.0	53,790	1.0	54,875	1.0	54,875
			1.0	\$53,790	1.0	\$54,875	1.0	\$54,875
05 Skokie - 0501271								
0907	Clerk V	11	2.0	87,053	2.0	88,800	2.0	88,800
			2.0	\$87,053	2.0	\$88,800	2.0	\$88,800
Total Salaries and Positions			125.0	\$8,202,893	126.0	\$8,429,912	126.0	\$8,429,912
Turnover Adjustment				(410,145)		(421,497)		(421,497)
Operating Funds Total			125.0	\$7,792,748	126.0	\$8,008,415	126.0	\$8,008,415

PERSONAL SERVICES - SUMMARY OF POSITIONS BY GRADE  
DEPARTMENT 050 - BOARD OF REVIEW

Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
	FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
SEL	3.0	300,000	3.0	300,000	3.0	300,000
24	3.0	393,568	3.0	393,568	3.0	393,568
23	19.0	1,670,301	19.0	1,730,662	19.0	1,730,662
22	11.0	822,188	11.0	845,684	11.0	845,684
21	1.0	63,121	1.0	64,394	1.0	64,394
20	19.0	1,225,222	21.0	1,358,929	21.0	1,358,929
19	10.0	645,495	10.0	647,600	10.0	647,600
18	23.0	1,305,459	22.0	1,283,810	22.0	1,283,810
17	1.0	61,450	1.0	43,339	1.0	43,339
16	10.0	487,785	10.0	503,433	10.0	503,433
15	2.0	116,262	3.0	160,216	3.0	160,216
14	13.0	665,909	15.0	758,007	15.0	758,007
13	3.0	136,268	2.0	104,223	2.0	104,223
12	2.0	100,429	2.0	103,619	2.0	103,619
11	5.0	209,436	3.0	132,428	3.0	132,428
<b>Total Salaries and Positions</b>	<b>125.0</b>	<b>\$8,202,893</b>	<b>126.0</b>	<b>\$8,429,912</b>	<b>126.0</b>	<b>\$8,429,912</b>
<b>Turnover Adjustment</b>		<b>(410,145)</b>		<b>(421,497)</b>		<b>(421,497)</b>
<b>Operating Funds Total</b>	<b>125.0</b>	<b>\$7,792,748</b>	<b>126.0</b>	<b>\$8,008,415</b>	<b>126.0</b>	<b>\$8,008,415</b>

# SECTION CONTENTS

- Bureau Summary of Appropriations and Positions
- Bureau Distribution By Appropriation Classification
- Department Overview
- Department Budget
  - Distribution By Appropriation Classification
  - Personal Services, Summary of Positions
  - Summary of Positions by Grade

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110 - County Clerk	R - 5
524 - County Clerk - Elections Division Fund	R - 13
533 - County Clerk - Automation Fund	R - 20

BUREAU SUMMARY  
 COUNTY CLERK

SUMMARY OF APPROPRIATIONS

Department and Title	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Corporate Fund</b>					
110 - County Clerk	5,865,697	7,682,224	7,516,624	7,516,624	(165,600)
Corporate Fund Total	5,865,697	7,682,224	7,516,624	7,516,624	(165,600)
<b>Election Fund</b>					
524 - County Clerk - Elections Division Fund	16,361,492	24,038,039	18,867,847	18,867,847	(5,170,192)
Election Fund Total	16,361,492	24,038,039	18,867,847	18,867,847	(5,170,192)
<b>Special Purpose Funds</b>					
533 - County Clerk - Automation Fund	1,070,344	1,573,300	1,401,860	1,401,860	(171,440)
Special Purpose Funds Total	1,070,344	1,573,300	1,401,860	1,401,860	(171,440)
Special Purpose Fund Total	17,431,836	25,611,339	20,269,707	20,269,707	(5,341,632)
<b>Restricted</b>					
619 - Election Assistance Grant		3,029,073			(3,029,073)
626 - Help America Vote Act - Voters with Disabilities Program		155,529	150,000	150,000	(5,529)
642 - Voters Registration State Grant		600,000	600,000	600,000	
643 - County Clerk Death Certificate Surcharge			181,727	181,727	181,727
Restricted Total		3,784,602	931,727	931,727	(2,852,875)
Total Appropriations	23,297,532	37,078,165	28,718,058	28,718,058	(8,360,107)

SUMMARY OF POSITIONS

Department and Title	2014 Approved Positions	Department Request	President's Recommendation	Difference
<b>Corporate Fund</b>				
110 - County Clerk	135.0	134.0	134.0	(1.0)
Corporate Fund Total	135.0	134.0	134.0	(1.0)
<b>Election Fund</b>				
524 - County Clerk - Elections Division Fund	129.0	130.0	130.0	1.0
Election Fund Total	129.0	130.0	130.0	1.0
<b>Special Purpose Funds</b>				
533 - County Clerk - Automation Fund	14.0	14.0	14.0	
Special Purpose Funds Total	14.0	14.0	14.0	
Special Purpose Fund Total	143.0	144.0	144.0	1.0
Total Positions	278.0	278.0	278.0	

DISTRIBUTION BY APPROPRIATION CLASSIFICATION  
COUNTY CLERK

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Personal Services</b>					
110/501010 Salaries and Wages of Regular Employees	5,699,290	7,375,900	7,299,400	7,299,400	(76,500)
120/501210 Overtime Compensation	26,729	82,000	70,000	70,000	(12,000)
170/501510 Mandatory Medicare Costs	46,368	64,058	106,870	106,870	42,812
185/501810 Professional and Technical Membership Fees	571	571	1,000	1,000	429
186/501860 Training Programs for Staff Personnel	200	200	200	200	
190/501970 Transportation and Other Travel Expenses for Employees	(206)	4,800	5,000	5,000	200
<b>Personal Services Total</b>	<b>5,772,951</b>	<b>7,527,529</b>	<b>7,482,470</b>	<b>7,482,470</b>	<b>(45,059)</b>
<b>Contractual Services</b>					
214/520030 Armored Car Service	12,806	18,915	19,008	19,008	93
220/520150 Communication Services	10,776	26,365	18,109	18,109	(8,256)
225/520260 Postage	50,000	140,650	120,000	120,000	(20,650)
228/520280 Delivery Services	314	582	600	600	18
240/520490 External Graphics and Reproduction Services	39,815	48,500	30,000	30,000	(18,500)
245/520610 Advertising For Specific Purposes	2,478	9,879	7,500	7,500	(2,379)
250/520730 Premiums on Fidelity, Surety Bonds and Public Liability	3,041	3,770	3,770	3,770	
<b>Contractual Services Total</b>	<b>119,230</b>	<b>248,661</b>	<b>198,987</b>	<b>198,987</b>	<b>(49,674)</b>
<b>Supplies and Materials</b>					
350/530600 Office Supplies	67,369	83,420	60,000	60,000	(23,420)
353/530640 Books, Periodicals, Publications, Archives and Data Services	32,313	32,500	10,273	10,273	(22,227)
<b>Supplies and Materials Total</b>	<b>99,682</b>	<b>115,920</b>	<b>70,273</b>	<b>70,273</b>	<b>(45,647)</b>
<b>Operations and Maintenance</b>					
440/540130 Maintenance and Repair of Office Equipment	1,387	5,250	5,000	5,000	(250)
441/540170 Maintenance and Repair of Data Processing Equipment and Software		49,744	10,000	10,000	(39,744)
<b>Operations and Maintenance Total</b>	<b>1,387</b>	<b>54,994</b>	<b>15,000</b>	<b>15,000</b>	<b>(39,994)</b>
<b>Rental and Leasing</b>					
630/550010 Rental of Office Equipment		5,000	5,000	5,000	
<b>Rental and Leasing Total</b>		<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	
<b>Contingency and Special Purposes</b>					
819/580420 Appropriation Transfer for Reimbursement from Designated Fund	(127,553)	(269,880)	(255,106)	(255,106)	14,774
<b>Contingency and Special Purposes Total</b>	<b>(127,553)</b>	<b>(269,880)</b>	<b>(255,106)</b>	<b>(255,106)</b>	<b>14,774</b>
<b>Operating Funds Total</b>	<b>5,865,697</b>	<b>7,682,224</b>	<b>7,516,624</b>	<b>7,516,624</b>	<b>(165,600)</b>
<b>(717) New/Replacement Capital Equipment</b>					
530/560510 Office Furnishings and Equipment		20,000	10,000	10,000	(10,000)
579/560450 Computer Equipment		115,000	11,101	11,101	(103,899)
		135,000	21,101	21,101	(113,899)
<b>Total Capital Equipment Request Total</b>		<b>135,000</b>	<b>21,101</b>	<b>21,101</b>	<b>(113,899)</b>

DISTRIBUTION BY APPROPRIATION CLASSIFICATION  
COUNTY CLERK - SPECIAL PURPOSE FUNDS

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Personal Services</b>					
110/501010 Salaries and Wages of Regular Employees	6,739,556	7,652,823	8,134,483	8,134,483	481,660
120/501210 Overtime Compensation	372,754	732,247	500,000	500,000	(232,247)
124/501250 Employee Health Insurance Allotment	2,800	2,800			(2,800)
129/501300 Salaries and Wages of Seasonal Work Employees	472,408	983,782	700,000	700,000	(283,782)
133/501360 Per Diem Personnel	680,457	1,030,971	600,000	600,000	(430,971)
136/501400 Differential Pay	4,932	6,783			(6,783)
170/501510 Mandatory Medicare Costs	104,983	124,725	144,056	144,056	19,331
174/501570 Pension	40,952	54,602	54,602	54,602	
175/501590 Life Insurance Program	13,346	20,179	20,021	20,021	(158)
176/501610 Health Insurance	1,251,207	1,877,407	1,362,188	1,362,188	(515,219)
177/501640 Dental Insurance Plan	29,449	48,106	44,316	44,316	(3,790)
179/501690 Vision Care Insurance	9,912	16,908	16,370	16,370	(538)
181/501715 Group Pharmacy Insurance			414,365	414,365	414,365
183/501770 Seminars for Professional Employees		1,000	1,000	1,000	
185/501810 Professional and Technical Membership Fees	5,377	10,000	10,000	10,000	
186/501860 Training Programs for Staff Personnel	4,982	25,128	22,000	22,000	(3,128)
190/501970 Transportation and Other Travel Expenses for Employees	30,356	44,072	44,000	44,000	(72)
<b>Personal Services Total</b>	<b>9,763,470</b>	<b>12,631,533</b>	<b>12,067,401</b>	<b>12,067,401</b>	<b>(564,132)</b>
<b>Contractual Services</b>					
220/520150 Communication Services	108,841	231,558	320,473	320,473	88,915
225/520260 Postage	387,734	1,011,799	700,000	700,000	(311,799)
228/520280 Delivery Services	561	1,027	500	500	(527)
232/520350 Boarding and Lodging of Non-Employees	50	50			(50)
240/520490 External Graphics and Reproduction Services	922,717	1,463,536	900,000	900,000	(563,536)
241/520491 Internal Graphics and Reproduction Services	107,170	150,000	150,000	150,000	
245/520610 Advertising For Specific Purposes	292,657	485,000	350,000	350,000	(135,000)
260/520830 Professional and Managerial Services	2,453,494	2,596,254	2,101,111	2,101,111	(495,143)
267/521010 Juror or Election Judge Fees	1,353,398	3,783,000	2,200,000	2,200,000	(1,583,000)
268/521030 Court Reporting, Stenographic, Transcribing, or Interpreter Services	17,641	34,771	35,000	35,000	229
<b>Contractual Services Total</b>	<b>5,644,263</b>	<b>9,756,995</b>	<b>6,757,084</b>	<b>6,757,084</b>	<b>(2,999,911)</b>
<b>Supplies and Materials</b>					
310/530010 Food Supplies	3,442	9,409	7,800	7,800	(1,609)
330/530160 Household, Laundry, Cleaning and Personal Care Supplies	6,158	14,114	14,500	14,500	386
350/530600 Office Supplies	98,139	196,910	158,500	158,500	(38,410)
353/530640 Books, Periodicals, Publications, Archives and Data Services	4,740	27,390	27,390	27,390	
355/530700 Photographic and Reproduction Supplies		14,114	14,000	14,000	(114)
376/531630 Maint. Supplies for Election Equipment	33,664	71,295	73,500	73,500	2,205
388/531650 Computer Operation Supplies	256,658	494,456	410,000	410,000	(84,456)
<b>Supplies and Materials Total</b>	<b>402,800</b>	<b>827,688</b>	<b>705,690</b>	<b>705,690</b>	<b>(121,998)</b>
<b>Operations and Maintenance</b>					
430/540110 Moving Expenses & Minor Remodeling of County Facilities	1,484,980	1,599,530	992,201	992,201	(607,329)
440/540130 Maintenance and Repair of Office Equipment	1,507	10,000	10,000	10,000	
441/540170 Maintenance and Repair of Data Processing Equipment and Software	675	120,000	45,000	45,000	(75,000)
444/540250 Maintenance and Repair of Automotive Equipment		4,122	5,000	5,000	878
445/540290 Operation of Automotive Equipment	6,347	11,291	7,500	7,500	(3,791)
<b>Operations and Maintenance Total</b>	<b>1,493,510</b>	<b>1,744,943</b>	<b>1,059,701</b>	<b>1,059,701</b>	<b>(685,242)</b>

DISTRIBUTION BY APPROPRIATION CLASSIFICATION  
 COUNTY CLERK - SPECIAL PURPOSE FUNDS

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Rental and Leasing</b>					
630/550010 Rental of Office Equipment	74,217	205,651	33,092	33,092	(172,559)
630/550018 County Wide Canon Photocopier Lease			46,265	46,265	46,265
634/550060 Rental of Automotive Equipment	42,162	55,678	57,400	57,400	1,722
660/550130 Rental of Facilities	167,316	375,000	300,000	300,000	(75,000)
<b>Rental and Leasing Total</b>	<b>283,695</b>	<b>636,329</b>	<b>436,757</b>	<b>436,757</b>	<b>(199,572)</b>
<b>Contingency and Special Purposes</b>					
814/580380 Appropriation Adjustments		373,541			(373,541)
819/580420 Appropriation Transfer for Reimbursement from Designated Fund	(238,329)	(469,592)	(876,658)	(876,658)	(407,066)
883/580260 Cook County Administration	82,426	109,902	119,732	119,732	9,830
<b>Contingency and Special Purposes Total</b>	<b>(155,902)</b>	<b>13,851</b>	<b>(756,926)</b>	<b>(756,926)</b>	<b>(770,777)</b>
<b>Operating Funds Total</b>	<b>17,431,836</b>	<b>25,611,339</b>	<b>20,269,707</b>	<b>20,269,707</b>	<b>(5,341,632)</b>
<b>(717) New/Replacement Capital Equipment</b>					
521/560420 Institutional Equipment		175,800			(175,800)
530/560510 Office Furnishings and Equipment			5,000	5,000	5,000
549/560610 Vehicle Purchase	25,872				
579/560450 Computer Equipment	53,183	100,000	1,147,940	1,147,940	1,047,940
	79,055	275,800	1,152,940	1,152,940	877,140
<b>Total Capital Equipment Request Total</b>	<b>79,055</b>	<b>275,800</b>	<b>1,152,940</b>	<b>1,152,940</b>	<b>877,140</b>

## DEPARTMENT OVERVIEW

### 110 COUNTY CLERK

#### Mission

The Cook County Clerk is the chief election officer for Cook County. The Clerk is also responsible for maintaining and providing vital records, various aspects of the real estate tax process, receiving and making available to the public statements of economic interests and lobbyist registration, and serving as Clerk to the County Board of Commissioners.

#### Mandates and Key Activities

- Maintains and provides vital records including birth, marriage, civil union and death certificates dating to 1872. The Vital Records division also administers business registrations, assumed names, notary commissions and an award-winning genealogy website
- Issues property tax rates, permanent real estate numbers and new tax codes, maintains real estate maps and processes redemptions of delinquent property taxes
- Receives, processes and makes available to the public more than 22,000 Statements of Economic Interests filed annually, as well as lobbyist registrations and semi-annual reports
- Prepares agendas, communicates actions taken by the Board through post-board meeting documents, and maintains the Board's legislative records and code of Ordinances
- Administers elections for suburban Cook County's 1.4 million registered voters, which entails voter registration, judge recruitment and training, and polling place identification, mapping and management

#### Discussion of 2014 Activities and 2015 Initiatives

The Clerk's Bureau of Vital Records played a prominent role in the implementation of marriage equality for same-sex couples. While the bill approved by the Illinois legislature and signed by Gov. Quinn called for a June 1, 2014 start date, court rulings specific to Cook County resulted in the Clerk issuing licenses to couples facing terminal illness beginning in December 2013 and to all couples on Feb. 21, 2014. The final step came on June 1, 2014, when the office began converting civil unions to marriages. Through the end of July 2014, the Clerk issued about 3,000 licenses to same-sex couples and 1,000 conversions of civil unions. A new commemorative certificate to signify the occasion has also been created recently.

The Clerk's online store of on-demand genealogy records, CookCountyGenealogy.com, received an infusion of 1.8 million records in the summer of 2014. The new genealogy records – birth, marriage and death records that qualify due to age – were imaged and indexed in partnership with Family Search, Inc. The ongoing partnership will result in routine record additions, increased efficiency and easier access for the public and our staff.

Another function of Vital Records is also moving online – Assumed Business Name Registration. A searchable database of existing registered businesses was added to cookcountyclerk.com in the spring of 2014. An online portal for the registration process is being created so businesses can register or amend their registration from the convenience of their computer. Finally, the Clerk is continually looking for ways to improve customer experience. For example, we will soon add credit card machines to suburban locations. Doing so will give customers expanded payment options while also linking the downtown and suburban databases to provide expedited analysis of services countywide.

In 2014, the Clerk's Real Estate & Tax Services division was again successful in assisting the county in sending out second installment property tax bills with an August 1 due date. The online 20-year tax search, which allows individuals and businesses to search for overdue tax records on any PIN, grew ten-fold from 71,976 total page views in the first six months to 729,901 by its first anniversary. This successful 24/7 online 'self-service' means a marked decrease in telephone and in-person requests, saving staff resources.

Two sunshine initiatives regarding tax increment financing districts were also spearheaded by this division of the Clerk's office in 2014 to place TIF information on tax bills and a new TIF Viewer online mapping tool. The Clerk's office, in conjunction with the Bureau of Technology, worked on the TIF Viewer and created a new self-service computer application for frequent customers (30% of daily orders now derived from these terminals) and to further automate the property tax sale procedure.

The Clerk's office continues to develop and oversee the upgrade of its GIS tax mapping system as part of a county-wide project. The final GIS workflow will reduce production time by up to five percent. This division will continue to work with the Treasurer's Office in the development of electronic warrant books, as well as a project to scan the County's warrant books. Finally, the office will be a strong participant in the County's effort to modernize and reengineer the property tax process throughout the full duration of this initiative.

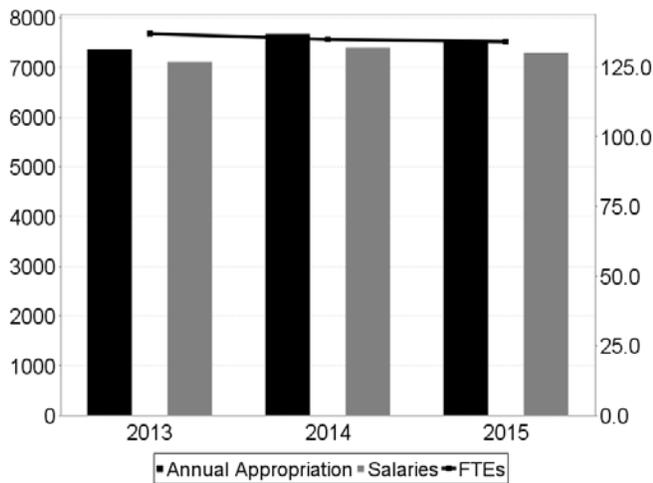
In the last several years, the Ethics division has successfully launched two online filing systems—one for Lobbyist Registrations and the other for Statements of Economic Interests. The SEI system is so user-friendly that five other Illinois counties are now using the Clerk's software and another dozen have requested the software in order to adopt it. Moreover, the Clerk's office have eliminated the vast majority of staff time required to complete inquiries for the public or the press related to Statements of Economic Interest and lobbyist reports. The Ethics team will continue its trend toward emailing users rather than sending instructions through the mail, to further reduce postage and printing costs.

The Clerk of the Board division prepares agendas, communicates actions taken by the Board through post-board meeting documents, and maintains the Board's legislative records and code of Ordinances. We strive to continue to create an efficient and accurate agenda process. To that end, the Clerk's office will collaborate with other departments and elected offices to incorporate best practices for the Automated Board Agenda.

Fund Category	Appropriations (\$ thousands)		
	2013 Adopted	2014 Adjusted Appropriation	2015 Recommended
Corporate Fund	7,371.5	7,682.2	7,516.6
	Adopted	Adopted	Recommended
FTE Positions	137.0	135.0	134.0

DEPARTMENT OVERVIEW

110 COUNTY CLERK



STAR Goals/Key Performance Indicators

- ★ Update vital record voice system: Review, redesign and implement upgraded Interactive Voice System (IVR).
- ★ Modernize vital records information: Update internal customer financial and reporting activity in conjunction with office GP upgrade.
- ★ Increase communications and outreach: Increase educational and public informational material on social networking sites.
- ★ Streamline real estate and tax services information: Provide highly accessible and timely information to taxpayers.

Ethics

In the last two years, the Ethics division has successfully launched two online filing systems for lobbyist registrations and statements of economic interests filers. The Ethics team will continue its trend toward emailing users rather than sending instructions through the mail, to further reduce postage and printing costs.

Clerk to the County Board of Commissioners

The Clerk of the Board division prepares agendas, communicates actions taken by the Board through post-board meeting documents, and maintains the Board's legislative records and code of Ordinances. We strive to continue to create an efficient and accurate agenda process. To that end, we will collaborate with the Secretary to the Board's office to incorporate best practices for the Legistar agenda system.

Real Estate and Tax Services

Similarly, maintaining excellent customer service in our Real Estate and Tax Services division is an ongoing goal. As detailed in our three-year strategic plan, the Tax Services team intends to launch a pilot project aimed at speeding up processing for our frequent customers.

STAR Performance Data			
Performance Indicator	FY 2013	FY 2014 Projected YE	FY 2015 Target
Bond Analysis	N/A	N/A	300 per quarter
# of Cook County Geographical Information System (GIS) maps verified in preparation of county software and database system upgrade scheduled for 2013- 2014 - 3,000	N/A	N/A	3,000
Number of new educational and promotional videos	N/A	9	12
Meet August 1 Deadline- Clerk's Office Tax Extension Acceleration - Cook County Taxing District's Bond Review and Analysis will be accelerated in an effort to retain August 1 as the second installment due date.	N/A	8/1/2013	8/1/2014
Frequent Customer Form	N/A	1933	11,500

Programs

Vital Records

Customer service is the number one priority in our six Vital Records offices, where we serve more than 500,000 customers each year. As we continue to offer new products like Civil Union licenses and Commemorative Certificates, we will strive to keep wait times down and customer satisfaction up.

DISTRIBUTION BY APPROPRIATION CLASSIFICATION  
DEPARTMENT 110 - COUNTY CLERK

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Personal Services</b>					
110/501010 Salaries and Wages of Regular Employees	5,699,290	7,375,900	7,299,400	7,299,400	(76,500)
120/501210 Overtime Compensation	26,729	82,000	70,000	70,000	(12,000)
170/501510 Mandatory Medicare Costs	46,368	64,058	106,870	106,870	42,812
185/501810 Professional and Technical Membership Fees	571	571	1,000	1,000	429
186/501860 Training Programs for Staff Personnel	200	200	200	200	
190/501970 Transportation and Other Travel Expenses for Employees	(206)	4,800	5,000	5,000	200
<b>Personal Services Total</b>	<b>5,772,951</b>	<b>7,527,529</b>	<b>7,482,470</b>	<b>7,482,470</b>	<b>(45,059)</b>
<b>Contractual Services</b>					
214/520030 Armored Car Service	12,806	18,915	19,008	19,008	93
220/520150 Communication Services	10,776	26,365	18,109	18,109	(8,256)
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228/520280 Delivery Services	314	582	600	600	18
240/520490 External Graphics and Reproduction Services	39,815	48,500	30,000	30,000	(18,500)
245/520610 Advertising For Specific Purposes	2,478	9,879	7,500	7,500	(2,379)
250/520730 Premiums on Fidelity, Surety Bonds and Public Liability	3,041	3,770	3,770	3,770	
<b>Contractual Services Total</b>	<b>119,230</b>	<b>248,661</b>	<b>198,987</b>	<b>198,987</b>	<b>(49,674)</b>
<b>Supplies and Materials</b>					
350/530600 Office Supplies	67,369	83,420	60,000	60,000	(23,420)
353/530640 Books, Periodicals, Publications, Archives and Data Services	32,313	32,500	10,273	10,273	(22,227)
<b>Supplies and Materials Total</b>	<b>99,682</b>	<b>115,920</b>	<b>70,273</b>	<b>70,273</b>	<b>(45,647)</b>
<b>Operations and Maintenance</b>					
440/540130 Maintenance and Repair of Office Equipment	1,387	5,250	5,000	5,000	(250)
441/540170 Maintenance and Repair of Data Processing Equipment and Software		49,744	10,000	10,000	(39,744)
<b>Operations and Maintenance Total</b>	<b>1,387</b>	<b>54,994</b>	<b>15,000</b>	<b>15,000</b>	<b>(39,994)</b>
<b>Rental and Leasing</b>					
630/550010 Rental of Office Equipment		5,000	5,000	5,000	
<b>Rental and Leasing Total</b>		<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	
<b>Contingency and Special Purposes</b>					
819/580420 Appropriation Transfer for Reimbursement from Designated Fund	(127,553)	(269,880)	(255,106)	(255,106)	14,774
<b>Contingency and Special Purposes Total</b>	<b>(127,553)</b>	<b>(269,880)</b>	<b>(255,106)</b>	<b>(255,106)</b>	<b>14,774</b>
<b>Operating Funds Total</b>	<b>5,865,697</b>	<b>7,682,224</b>	<b>7,516,624</b>	<b>7,516,624</b>	<b>(165,600)</b>
<b>(717) New/Replacement Capital Equipment - 71700110</b>					
530/560510 Office Furnishings and Equipment		20,000	10,000	10,000	(10,000)
579/560450 Computer Equipment		115,000	11,101	11,101	(103,899)
		135,000	21,101	21,101	(113,899)
<b>Capital Equipment Request Total</b>		<b>135,000</b>	<b>21,101</b>	<b>21,101</b>	<b>(113,899)</b>

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE

DEPARTMENT 110 - COUNTY CLERK

Job Code	Title	Grade	2014 FTE Pos.	Approved & Adopted Salaries	Department FTE Pos.	Request Salaries	President's Recommendation FTE Pos.	Recommendation Salaries
<b>01 Administration</b>								
<b>01 Administrative Division - 1101195</b>								
0005	County Clerk	SEL	1.0	105,000	1.0	105,000	1.0	105,000
0037	Deputy County Clerk	24	1.0	132,286	1.0	132,286	1.0	132,286
0051	Administrative Assistant V	20	1.0	79,922		1		1
0050	Administrative Assistant IV	18	1.0	68,054	1.0	68,162	1.0	68,162
			4.0	\$385,262	3.0	\$305,449	3.0	\$305,449
<b>02 Human Resources/payroll - 1101196</b>								
0051	Administrative Assistant V	20	1.0	87,163	1.0	64,502	1.0	64,502
			1.0	\$87,163	1.0	\$64,502	1.0	\$64,502
<b>02 Tax Redemption Division</b>								
<b>01 Supervisory - 1101198</b>								
0043	Administrative Assistant to County Clerk	24	1.0	117,600	1.0	117,600	1.0	117,600
0067	Executive Assistant to the Director	23	1.0	102,296	1.0	104,350	1.0	104,350
0371	Tax Redemption Supervisor	22	1.0	98,205	1.0	100,184	1.0	100,184
0048	Administrative Assistant III	16	1.0	62,696	1.0	62,696	1.0	62,696
			4.0	\$380,797	4.0	\$384,830	4.0	\$384,830
<b>02 Public Service - 1101199</b>								
0369	Tax Examiner IV	13	3.0	149,510	3.0	149,586	3.0	149,586
4842	Clerk V-County Clerk	13	2.0	79,761	2.0	84,555	2.0	84,555
4849	Tax Examiner III-County Clerk	13	1.0	49,317	1.0	49,317	1.0	49,317
0364	Tax Examiner III	11	2.0	93,503	2.0	94,015	2.0	94,015
0907	Clerk V	11	1.0	40,004	1.0	42,011	1.0	42,011
			9.0	\$412,095	9.0	\$419,484	9.0	\$419,484
<b>03 Tax Searches - 1101402</b>								
0050	Administrative Assistant IV	18	1.0	68,268	1.0	69,546	1.0	69,546
4848	Stenographer V	15	1.0	56,965	1.0	56,965	1.0	56,965
4850	Tax Examiner IV-County Clerk	15	1.0	58,665	1.0	58,665	1.0	58,665
0369	Tax Examiner IV	13	1.0	50,809	1.0	50,809	1.0	50,809
4842	Clerk V-County Clerk	13	1.0	43,633	1.0	45,662	1.0	45,662
0907	Clerk V	11	1.0	47,335	1.0	40,389	1.0	40,389
			6.0	\$325,675	6.0	\$322,036	6.0	\$322,036
<b>04 Posting and Payouts - 1101201</b>								
0050	Administrative Assistant IV	18	1.0	72,274	1.0	72,274	1.0	72,274
0370	Tax Examiner V	15	1.0	58,665	1.0	58,665	1.0	58,665
0936	Stenographer V	13	2.0	99,656	2.0	99,825	2.0	99,825
4842	Clerk V-County Clerk	13	1.0	49,317	1.0	49,317	1.0	49,317
4849	Tax Examiner III-County Clerk	13	1.0	48,847	1.0	48,847	1.0	48,847
0364	Tax Examiner III	11	1.0	45,194	1.0	45,611	1.0	45,611
0907	Clerk V	11	2.0	92,891	2.0	93,285	2.0	93,285
			9.0	\$466,844	9.0	\$467,824	9.0	\$467,824
<b>05 Tax Sales - 1101202</b>								
0050	Administrative Assistant IV	18	1.0	70,103	1.0	70,103	1.0	70,103
0369	Tax Examiner IV	13	2.0	98,164	2.0	98,164	2.0	98,164
0907	Clerk V	11	1.0	45,612	1.0	46,536	1.0	46,536
			4.0	\$213,879	4.0	\$214,803	4.0	\$214,803

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE

DEPARTMENT 110 - COUNTY CLERK

Job Code	Title	Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
			FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
03 Tax Extension Division								
01 Tax Extension Section - 1101203								
0067	Executive Assistant to the Director	23	1.0	70,658	1.0	98,884	1.0	98,884
0048	Administrative Assistant III	16	1.0	59,058	1.0	59,058	1.0	59,058
4851	Tax Examiner V-County Clerk	16	2.0	113,438	2.0	112,139	2.0	112,139
			4.0	\$243,154	4.0	\$270,081	4.0	\$270,081
04 Clerk Of The Board								
01 Clerk of the Board - 1101204								
0050	Administrative Assistant IV	18	1.0	68,054	1.0	68,798	1.0	68,798
0048	Administrative Assistant III	16	3.0	181,994	3.0	183,378	3.0	183,378
0047	Administrative Assistant II	14	1.0	52,968	1.0	52,968	1.0	52,968
4847	Stenographer V-County Clerk	14	1.0	52,968	1.0	52,968	1.0	52,968
0936	Stenographer V	13	1.0	50,809	1.0	37,750	1.0	37,750
4842	Clerk V-County Clerk	13	1.0	50,809	1.0	50,809	1.0	50,809
			8.0	\$457,602	8.0	\$446,671	8.0	\$446,671
06 Map Division								
01 Map Section - 1101206								
0076	Administrative Assistant to County Clerk II	22	1.0	93,024	1.0	67,557	1.0	67,557
0051	Administrative Assistant V	20	1.0	77,737	1.0	79,310	1.0	79,310
0050	Administrative Assistant IV	18	1.0	62,100	1.0	64,853	1.0	64,853
0048	Administrative Assistant III	16	1.0	60,275	1.0	60,275	1.0	60,275
0370	Tax Examiner V	15	1.0	56,965	1.0	56,965	1.0	56,965
0047	Administrative Assistant II	14	1.0	52,787	1.0	52,968	1.0	52,968
0936	Stenographer V	13	1.0	49,317	1.0	49,317	1.0	49,317
4844	Draftsman II-County Clerk	13	1.0	37,750				
0907	Clerk V	11			1.0	32,912	1.0	32,912
			8.0	\$489,955	8.0	\$464,157	8.0	\$464,157
07 Accounting Division								
01 Accounting Section - 1101207								
0050	Administrative Assistant IV	18	1.0	72,031	1.0	75,822	1.0	75,822
0370	Tax Examiner V	15	2.0	107,013	2.0	109,415	2.0	109,415
0047	Administrative Assistant II	14	1.0	52,968	1.0	52,968	1.0	52,968
4842	Clerk V-County Clerk	13	1.0	45,611	1.0	47,887	1.0	47,887
			5.0	\$277,623	5.0	\$286,092	5.0	\$286,092
02 Tax Redemption Cashier - 1101208								
0142	Accountant II	13	1.0	48,847	1.0	49,100	1.0	49,100
0364	Tax Examiner III	11	1.0	48,552	1.0	47,199	1.0	47,199
			2.0	\$97,399	2.0	\$96,299	2.0	\$96,299
03 Tax Order Redemption Cashier - 1101209								
0142	Accountant II	13	5.0	251,061	5.0	239,494	5.0	239,494
			5.0	\$251,061	5.0	\$239,494	5.0	\$239,494
05 Data Processing - 1101403								
0142	Accountant II	13	1.0	50,809	1.0	50,809	1.0	50,809
			1.0	\$50,809	1.0	\$50,809	1.0	\$50,809
08 Bureau of Vital Records								
01 Supervisory - 1101211								
0043	Administrative Assistant to County Clerk	24	2.0	181,843	2.0	181,843	2.0	181,843
0067	Executive Assistant to the Director	23	1.0	94,038	1.0	87,532	1.0	87,532
0050	Administrative Assistant IV	18	2.0	144,548	2.0	144,548	2.0	144,548
5194	Vital Records Supervisor I	18	2.0	134,005	2.0	137,333	2.0	137,333

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE

DEPARTMENT 110 - COUNTY CLERK

Job Code	Title	Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
			FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
0048	Administrative Assistant III	16	1.0	62,696	1.0	62,696	1.0	62,696
0936	Stenographer V	13	2.0	98,164	2.0	83,206	2.0	83,206
0364	Tax Examiner III	11	1.0	43,861	1.0	45,611	1.0	45,611
0907	Clerk V	11	2.0	91,222	2.0	94,805	2.0	94,805
			13.0	\$850,377	13.0	\$837,574	13.0	\$837,574
02 Document Processing - 1101212								
0274	Vital Statistics Section Coordinator	16	1.0	60,859	1.0	60,859	1.0	60,859
0907	Clerk V	11	1.0	47,503	1.0	48,750	1.0	48,750
			2.0	\$108,362	2.0	\$109,609	2.0	\$109,609
03 Correspondence - 1101213								
3145	Vital Records Clerk V	15	1.0	56,389	1.0	56,965	1.0	56,965
0936	Stenographer V	13	2.0	101,618	2.0	101,618	2.0	101,618
4842	Clerk V-County Clerk	13	1.0	49,288	1.0	49,317	1.0	49,317
0907	Clerk V	11	5.0	219,716	5.0	228,412	5.0	228,412
			9.0	\$427,011	9.0	\$436,312	9.0	\$436,312
04 Public Service - 1101214								
5194	Vital Records Supervisor I	18	2.0	144,548	2.0	144,548	2.0	144,548
4837	Administrative Assistant II - County Clerk	16	1.0	60,859	1.0	61,152	1.0	61,152
0936	Stenographer V	13	8.0	386,079	8.0	392,718	8.0	392,718
4842	Clerk V-County Clerk	13	2.0	86,778	2.0	87,640	2.0	87,640
0907	Clerk V	11	5.0	226,077	5.0	218,564	5.0	218,564
			18.0	\$904,341	18.0	\$904,622	18.0	\$904,622
05 Notary Public - 1101404								
5194	Vital Records Supervisor I	18	1.0	72,274	1.0	72,274	1.0	72,274
			1.0	\$72,274	1.0	\$72,274	1.0	\$72,274
06 Assumed Names - 1101216								
3145	Vital Records Clerk V	15	1.0	52,789	1.0	55,266	1.0	55,266
4842	Clerk V-County Clerk	13	1.0	47,892	1.0	48,481	1.0	48,481
			2.0	\$100,681	2.0	\$103,747	2.0	\$103,747
07 Marriage Licenses - 1101217								
3145	Vital Records Clerk V	15	1.0	58,665	1.0	58,665	1.0	58,665
0936	Stenographer V	13	1.0	49,317	1.0	49,317	1.0	49,317
4842	Clerk V-County Clerk	13	1.0	48,847	1.0	33,893	1.0	33,893
			3.0	\$156,829	3.0	\$141,875	3.0	\$141,875
08 Vital Statistics Cashiers - 1101218								
3145	Vital Records Clerk V	15	1.0	56,965	1.0	57,171	1.0	57,171
4838	Bookkeeper IV-County Clerk	15	1.0	58,665	1.0	58,665	1.0	58,665
0907	Clerk V	11	2.0	93,503	2.0	80,442	2.0	80,442
			4.0	\$209,133	4.0	\$196,278	4.0	\$196,278
09 Maywood Office								
01 Maywood Operations - 1101219								
4842	Clerk V-County Clerk	13	1.0	45,611	1.0	47,887	1.0	47,887
0907	Clerk V	11	2.0	93,210	2.0	94,385	2.0	94,385
			3.0	\$138,821	3.0	\$142,272	3.0	\$142,272
10 Markham Office								
01 Markham Operations - 1101405								
5194	Vital Records Supervisor I	18	1.0	68,481	1.0	69,647	1.0	69,647
4842	Clerk V-County Clerk	13	1.0	45,611	1.0	47,887	1.0	47,887
0907	Clerk V	11	1.0	47,503	1.0	48,750	1.0	48,750
			3.0	\$161,595	3.0	\$166,284	3.0	\$166,284

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE

DEPARTMENT 110 - COUNTY CLERK

Job Code	Title	Grade	2014 FTE Pos.	Approved & Adopted Salaries	Department Request FTE Pos.	Request Salaries	President's Recommendation FTE Pos.	Recommendation Salaries
11 Skokie Office								
01 Skokie Operations - 1101221								
5194	Vital Records Supervisor I	18	1.0	63,749	1.0	64,853	1.0	64,853
0046	Administrative Assistant I	12	1.0	47,892	1.0	35,246	1.0	35,246
0907	Clerk V	11	1.0	45,611	1.0	45,611	1.0	45,611
			3.0	\$157,252	3.0	\$145,710	3.0	\$145,710
12 Rolling Meadows Office								
01 Rolling Meadows Operations - 1101222								
5194	Vital Records Supervisor I	18	1.0	64,853	1.0	67,371	1.0	67,371
4842	Clerk V-County Clerk	13	1.0	50,809	1.0	50,809	1.0	50,809
0907	Clerk V	11	1.0	43,861	1.0	45,611	1.0	45,611
			3.0	\$159,523	3.0	\$163,791	3.0	\$163,791
13 Bridgeview Office								
01 Bridgeview Operations - 1101223								
5194	Vital Records Supervisor I	18	1.0	72,274	1.0	72,274	1.0	72,274
			1.0	\$72,274	1.0	\$72,274	1.0	\$72,274
<b>Total Salaries and Positions</b>			<b>135.0</b>	<b>\$7,657,791</b>	<b>134.0</b>	<b>\$7,525,153</b>	<b>134.0</b>	<b>\$7,525,153</b>
<b>Turnover Adjustment</b>				<b>(253,977)</b>		<b>(225,753)</b>		<b>(225,753)</b>
<b>Operating Funds Total</b>			<b>135.0</b>	<b>\$7,403,814</b>	<b>134.0</b>	<b>\$7,299,400</b>	<b>134.0</b>	<b>\$7,299,400</b>

PERSONAL SERVICES - SUMMARY OF POSITIONS BY GRADE  
DEPARTMENT 110 - COUNTY CLERK

Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
	FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
SEL	1.0	105,000	1.0	105,000	1.0	105,000
24	4.0	431,729	4.0	431,729	4.0	431,729
23	3.0	266,992	3.0	290,766	3.0	290,766
22	2.0	191,229	2.0	167,741	2.0	167,741
20	3.0	244,822	2.0	143,813	2.0	143,813
18	18.0	1,245,616	18.0	1,262,406	18.0	1,262,406
16	11.0	661,875	11.0	662,253	11.0	662,253
15	11.0	621,746	11.0	627,407	11.0	627,407
14	4.0	211,691	4.0	211,872	4.0	211,872
13	47.0	2,264,041	46.0	2,194,021	46.0	2,194,021
12	1.0	47,892	1.0	35,246	1.0	35,246
11	30.0	1,365,158	31.0	1,392,899	31.0	1,392,899
<b>Total Salaries and Positions</b>	<b>135.0</b>	<b>\$7,657,791</b>	<b>134.0</b>	<b>\$7,525,153</b>	<b>134.0</b>	<b>\$7,525,153</b>
<b>Turnover Adjustment</b>		<b>(253,977)</b>		<b>(225,753)</b>		<b>(225,753)</b>
<b>Operating Funds Total</b>	<b>135.0</b>	<b>\$7,403,814</b>	<b>134.0</b>	<b>\$7,299,400</b>	<b>134.0</b>	<b>\$7,299,400</b>

## DEPARTMENT OVERVIEW

### 524 COUNTY CLERK - ELECTIONS DIVISION FUND

#### Mission

The Cook County Clerk's office is committed to providing quality service to the public in a timely and efficient manner. The Elections Division strives to ensure that all eligible suburban residents are able to exercise their rights in the electoral process; that all candidates have fair, open, and equal access to all stages of the process; and that the public is fully and promptly informed of all vital and necessary election-related information.

#### Mandates and Key Activities

- Administers elections for suburban Cook County's 1.4 million registered voters, which entails voter registration, judge recruitment and training, and polling place identification, mapping and management
- Directs activities related to preparation, programming, layout, testing and deployment of ballots, memory packs/result cartridges and equipment for Early Voting and Election Day voting, as well as Election Night vote tabulation
- Recruits, assigns, trains and manages nearly 12,000 election judges and equipment managers
- Heads pre-Election Day voting programs, including Early Voting, grace period registration and voting, mail absentee voting military/overseas absentee voting and nursing home voting
- Operates, maintains, stores, repairs, and pre-LAT(pre-election logic accuracy tests) all election equipment, including touch screen machines, optical scanners, HAATs (Hybrid Activator, Accumulator and Transmitters) voting supply carriers, voting booths, and ancillary parts
- Spearheads public policy initiatives at the state and local levels to improve elections administration

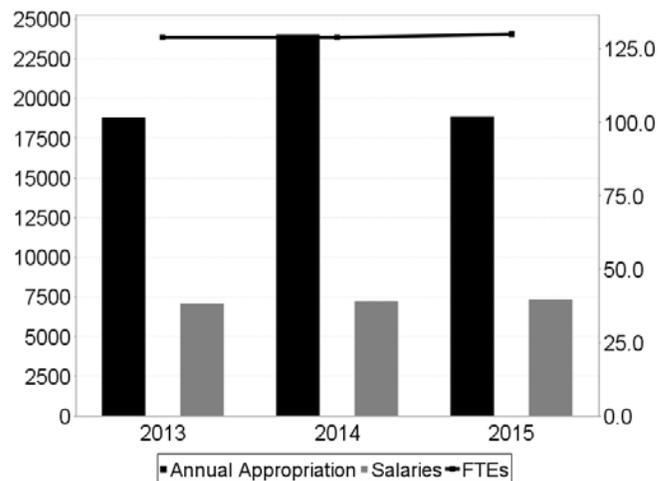
#### Discussion of 2014 Activities and 2015 Initiatives

For the March 18, 2014 Primary Election, the Clerk's Elections division successfully launched a new online mail ballot application, engaged in extensive high school outreach to register 17-year-olds for the first time, and expanded the electronic pollbook (Epollbook) system to 430 precincts. The Nov. 4, 2014 General Election brings more innovation and initiatives, including the continued phased implementation of Epollbooks, the inaugural season of online voter registrations, and the enactment of Public Act 98-0691, which expands early voting and requires a pilot of election day voter registration at limited sites.

In 2015, the Clerk will finalize the roll-out of its Epollbook system and start developing a new, mobile-friendly website. The office will also begin building a new voter registration system, with a goal of migrating nearly 1.5 million records and being fully operational by 2017. Simultaneously, the Clerk is working to measure what counts to achieve significant performance increases.

For example, it set a goal of reducing the number of mail ballots returned without a signature, introduced a new notice in the mail ballot package and reduced unsigned ballots from 4 percent to less than 1 percent. Future projects include measuring election judge performance and outcome-driven training.

Appropriations (\$ thousands)			
Fund Category	2013 Adopted	2014 Adjusted Appropriation	2015 Recommended
Election Fund	18,804.4	24,038.0	18,867.8
FTE Positions	129.0	129.0	130.0



DISTRIBUTION BY APPROPRIATION CLASSIFICATION  
DEPARTMENT 524 - COUNTY CLERK - ELECTIONS DIVISION FUND

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Personal Services</b>					
110/501010 Salaries and Wages of Regular Employees	6,127,051	6,859,740	7,355,201	7,355,201	495,461
120/501210 Overtime Compensation	371,604	731,096	500,000	500,000	(231,096)
124/501250 Employee Health Insurance Allotment	2,000	2,000			(2,000)
129/501300 Salaries and Wages of Seasonal Work Employees	472,408	983,782	700,000	700,000	(283,782)
133/501360 Per Diem Personnel	680,457	1,030,971	600,000	600,000	(430,971)
136/501400 Differential Pay	4,068	5,918			(5,918)
170/501510 Mandatory Medicare Costs	96,595	112,674	132,756	132,756	20,082
175/501590 Life Insurance Program	12,148	18,239	18,210	18,210	(29)
176/501610 Health Insurance	1,151,075	1,701,684	1,253,934	1,253,934	(447,750)
177/501640 Dental Insurance Plan	27,090	43,935	41,065	41,065	(2,870)
179/501690 Vision Care Insurance	9,090	15,294	14,892	14,892	(402)
181/501715 Group Pharmacy Insurance			375,611	375,611	375,611
183/501770 Seminars for Professional Employees		1,000	1,000	1,000	
185/501810 Professional and Technical Membership Fees	5,377	10,000	10,000	10,000	
186/501860 Training Programs for Staff Personnel	4,982	12,628	12,000	12,000	(628)
190/501970 Transportation and Other Travel Expenses for Employees	30,356	44,072	44,000	44,000	(72)
<b>Personal Services Total</b>	<b>8,994,300</b>	<b>11,573,033</b>	<b>11,058,669</b>	<b>11,058,669</b>	<b>(514,364)</b>
<b>Contractual Services</b>					
220/520150 Communication Services	108,841	231,558	320,473	320,473	88,915
225/520260 Postage	387,734	1,011,799	700,000	700,000	(311,799)
228/520280 Delivery Services	561	1,027	500	500	(527)
232/520350 Boarding and Lodging of Non-Employees	50	50			(50)
240/520490 External Graphics and Reproduction Services	902,467	1,358,000	850,000	850,000	(508,000)
241/520491 Internal Graphics and Reproduction Services	107,170	150,000	150,000	150,000	
245/520610 Advertising For Specific Purposes	292,657	485,000	350,000	350,000	(135,000)
260/520830 Professional and Managerial Services	2,188,093	2,329,504	1,801,111	1,801,111	(528,393)
267/521010 Juror or Election Judge Fees	1,353,398	3,783,000	2,200,000	2,200,000	(1,583,000)
268/521030 Court Reporting, Stenographic, Transcribing, or Interpreter Services	17,641	34,771	35,000	35,000	229
<b>Contractual Services Total</b>	<b>5,358,612</b>	<b>9,384,709</b>	<b>6,407,084</b>	<b>6,407,084</b>	<b>(2,977,625)</b>
<b>Supplies and Materials</b>					
310/530010 Food Supplies	3,442	9,409	7,800	7,800	(1,609)
330/530160 Household, Laundry, Cleaning and Personal Care Supplies	6,158	14,114	14,500	14,500	386
350/530600 Office Supplies	94,944	188,180	150,000	150,000	(38,180)
353/530640 Books, Periodicals, Publications, Archives and Data Services	2,884	25,290	25,290	25,290	
355/530700 Photographic and Reproduction Supplies		14,114	14,000	14,000	(114)
376/531630 Maint. Supplies for Election Equipment	33,664	71,295	73,500	73,500	2,205
388/531650 Computer Operation Supplies	256,658	449,729	385,000	385,000	(64,729)
<b>Supplies and Materials Total</b>	<b>397,749</b>	<b>772,131</b>	<b>670,090</b>	<b>670,090</b>	<b>(102,041)</b>
<b>Operations and Maintenance</b>					
430/540110 Moving Expenses & Minor Remodeling of County Facilities	1,484,980	1,599,530	992,201	992,201	(607,329)
440/540130 Maintenance and Repair of Office Equipment	1,507	10,000	10,000	10,000	
441/540170 Maintenance and Repair of Data Processing Equipment and Software	675	20,000	20,000	20,000	
444/540250 Maintenance and Repair of Automotive Equipment		4,122	5,000	5,000	878
445/540290 Operation of Automotive Equipment	6,347	11,291	7,500	7,500	(3,791)
<b>Operations and Maintenance Total</b>	<b>1,493,510</b>	<b>1,644,943</b>	<b>1,034,701</b>	<b>1,034,701</b>	<b>(610,242)</b>

DISTRIBUTION BY APPROPRIATION CLASSIFICATION  
DEPARTMENT 524 - COUNTY CLERK - ELECTIONS DIVISION FUND

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Rental and Leasing</b>					
630/550010 Rental of Office Equipment	49,922	150,356			(150,356)
630/550018 County Wide Canon Photocopier Lease			24,062	24,062	24,062
634/550060 Rental of Automotive Equipment	42,162	55,678	57,400	57,400	1,722
660/550130 Rental of Facilities	167,316	375,000	300,000	300,000	(75,000)
<b>Rental and Leasing Total</b>	<b>259,400</b>	<b>581,034</b>	<b>381,462</b>	<b>381,462</b>	<b>(199,572)</b>
<b>Contingency and Special Purposes</b>					
814/580380 Appropriation Adjustments		360,374			(360,374)
819/580420 Appropriation Transfer for Reimbursement from Designated Fund	(142,080)	(278,185)	(684,159)	(684,159)	(405,974)
<b>Contingency and Special Purposes Total</b>	<b>(142,080)</b>	<b>82,189</b>	<b>(684,159)</b>	<b>(684,159)</b>	<b>(766,348)</b>
<b>Operating Funds Total</b>	<b>16,361,492</b>	<b>24,038,039</b>	<b>18,867,847</b>	<b>18,867,847</b>	<b>(5,170,192)</b>
<b>(717) New/Replacement Capital Equipment - 71700524</b>					
521/560420 Institutional Equipment		175,800			(175,800)
530/560510 Office Furnishings and Equipment			5,000	5,000	5,000
549/560610 Vehicle Purchase	25,872				
579/560450 Computer Equipment	53,183	100,000	1,147,940	1,147,940	1,047,940
	79,055	275,800	1,152,940	1,152,940	877,140
<b>Capital Equipment Request Total</b>	<b>79,055</b>	<b>275,800</b>	<b>1,152,940</b>	<b>1,152,940</b>	<b>877,140</b>

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE

DEPARTMENT 524 - COUNTY CLERK - ELECTIONS DIVISION FUND

Job Code	Title	Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
			FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
<b>01 Administration</b>								
<b>01 Supervisory and Support - 5240583</b>								
0654	Election Division Supervisor II	24	1.0	87,810	1.0	91,000	1.0	91,000
0655	Election Division Supervisor III	24	1.0	130,226	1.0	130,226	1.0	130,226
0043	Administrative Assistant to County Clerk	24	6.0	699,625	6.0	703,858	6.0	703,858
0067	Executive Assistant to the Director	23	4.0	372,765	4.0	385,466	4.0	385,466
0076	Administrative Assistant to County Clerk II	22	4.0	299,545	4.0	287,965	4.0	287,965
0075	Administrative Assistant to County Clerk I	21	1.0	75,776	1.0	77,300	1.0	77,300
0051	Administrative Assistant V	20	2.0	112,832	2.0	113,818	2.0	113,818
0658	Election Judges Supervisor	20	1.0	55,892	1.0	69,493	1.0	69,493
0050	Administrative Assistant IV	18	5.0	324,294	5.0	332,069	5.0	332,069
0653	Election Division Supervisor I	18	2.0	119,301	2.0	122,227	2.0	122,227
0048	Administrative Assistant III	16	2.0	116,718	2.0	105,032	2.0	105,032
0047	Administrative Assistant II	14	1.0	52,917	1.0	52,968	1.0	52,968
0936	Stenographer V	13	3.0	132,689	3.0	131,603	3.0	131,603
4840	Clerk IV- County Clerk/Sheriff	12	1.0	45,611	1.0	46,830	1.0	46,830
0907	Clerk V	11	1.0	45,611	1.0	46,587	1.0	46,587
4839	Clerk IV - County Clerk/Recorder of Deeds/Sheriff	11	1.0	44,544	1.0	45,611	1.0	45,611
			36.0	\$2,716,156	36.0	\$2,742,053	36.0	\$2,742,053
<b>02 Voting Device Maintenance/Warehouse - 5240584</b>								
0067	Executive Assistant to the Director	23	2.0	207,450	2.0	207,602	2.0	207,602
1108	Programmer IV	22	1.0	75,083	1.0	76,592	1.0	76,592
0653	Election Division Supervisor I	18	1.0	68,054	1.0	68,375	1.0	68,375
0048	Administrative Assistant III	16	1.0	62,696	1.0	62,696	1.0	62,696
4837	Administrative Assistant II - County Clerk	16	1.0	59,198	1.0	59,708	1.0	59,708
4834	Administrative Assistant I - County Clerk	15	1.0	55,401	1.0	56,456	1.0	56,456
4848	Stenographer V	15	1.0	58,073	1.0	52,382	1.0	52,382
0047	Administrative Assistant II	14	1.0	51,047	1.0	43,525	1.0	43,525
4835	Administrative Assistant I - County Clerk/Sheriff	14	1.0	52,303	1.0	52,448	1.0	52,448
4843	Clerk V-County Clerk/Sheriff	14	1.0	51,385	1.0	39,613	1.0	39,613
0936	Stenographer V	13	1.0	48,259	2.0	90,308	2.0	90,308
4833	Administrative Assistant I-County Clerk	13	1.0	45,874	1.0	48,165	1.0	48,165
4842	Clerk V-County Clerk	13	5.0	226,725	5.0	223,180	5.0	223,180
0046	Administrative Assistant I	12	2.0	93,503	2.0	93,503	2.0	93,503
4841	Clerk V-County Clerk/Recorder of Deeds/Sheriff	12	2.0	98,124	2.0	83,248	2.0	83,248
0907	Clerk V	11	4.0	143,659	3.0	120,147	3.0	120,147
4839	Clerk IV - County Clerk/Recorder of Deeds/Sheriff	11	1.0	44,013	1.0	45,611	1.0	45,611
0906	Clerk IV	09	1.0	35,857	1.0	35,184	1.0	35,184
			28.0	\$1,476,704	28.0	\$1,458,743	28.0	\$1,458,743
<b>03 Voter Registration - 5240103</b>								
0654	Election Division Supervisor II	24	1.0	101,673	1.0	101,673	1.0	101,673
0291	Administrative Analyst I	17	1.0	66,708	1.0	68,052	1.0	68,052
			2.0	\$168,381	2.0	\$169,725	2.0	\$169,725
<b>02 Conduct of Elections</b>								
<b>01 Election and Registration Sites - 5240201</b>								
0048	Administrative Assistant III	16	1.0	38,570	1.0	39,362	1.0	39,362
3144	Election Support Clerk V	15	2.0	105,578	2.0	111,652	2.0	111,652
4842	Clerk V-County Clerk	13	2.0	90,671	2.0	87,697	2.0	87,697

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE

DEPARTMENT 524 - COUNTY CLERK - ELECTIONS DIVISION FUND

Job Code	Title	Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
			FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
4845	Election Field Coordinator II	13	3.0	150,827	3.0	150,935	3.0	150,935
0907	Clerk V	11	1.0	45,682	1.0	45,686	1.0	45,686
			9.0	\$431,328	9.0	\$435,332	9.0	\$435,332
02 Election Judges - 5240202								
4848	Stenographer V	15	1.0	58,665	1.0	51,427	1.0	51,427
0047	Administrative Assistant II	14	1.0	44,661	1.0	46,926	1.0	46,926
4843	Clerk V-County Clerk/Sheriff	14	1.0	51,385	1.0	51,834	1.0	51,834
0936	Stenographer V	13	2.0	98,164	2.0	98,164	2.0	98,164
4842	Clerk V-County Clerk	13	2.0	94,458	2.0	96,734	2.0	96,734
0907	Clerk V	11	2.0	80,858	2.0	82,232	2.0	82,232
			9.0	\$428,191	9.0	\$427,317	9.0	\$427,317
03 Absentee Voting - 5240203								
0653	Election Division Supervisor I	18	1.0	69,496	1.0	72,269	1.0	72,269
3144	Election Support Clerk V	15	1.0	58,665	1.0	58,665	1.0	58,665
0047	Administrative Assistant II	14	1.0	42,616	1.0	46,834	1.0	46,834
4842	Clerk V-County Clerk	13	1.0	49,334	1.0	50,805	1.0	50,805
0907	Clerk V	11	2.0	80,858	2.0	80,108	2.0	80,108
			6.0	\$300,969	6.0	\$308,681	6.0	\$308,681
03 Registration of Voters								
01 Registration of Voters - 5240301								
0067	Executive Assistant to the Director	23	1.0	108,004	1.0	107,410	1.0	107,410
0048	Administrative Assistant III	16	1.0	56,443	1.0	57,002	1.0	57,002
0936	Stenographer V	13	2.0	86,056	2.0	90,422	2.0	90,422
4842	Clerk V-County Clerk	13	2.0	90,942	2.0	90,153	2.0	90,153
			6.0	\$341,445	6.0	\$344,987	6.0	\$344,987
02 Changes in Registration of Voters - 5240302								
0047	Administrative Assistant II	14	1.0	51,385	1.0	51,487	1.0	51,487
4842	Clerk V-County Clerk	13	1.0	49,317	1.0	49,317	1.0	49,317
			2.0	\$100,702	2.0	\$100,804	2.0	\$100,804
04 Record Processing								
01 Ballot Consolidation - 5240401								
0051	Administrative Assistant V	20	1.0	82,122	1.0	66,836	1.0	66,836
			1.0	\$82,122	1.0	\$66,836	1.0	\$66,836
02 Support Services - 5240402								
0043	Administrative Assistant to County Clerk	24	1.0	104,253	1.0	106,360	1.0	106,360
0067	Executive Assistant to the Director	23	1.0	70,658	1.0	95,965	1.0	95,965
0076	Administrative Assistant to County Clerk II	22	2.0	138,924	2.0	141,819	2.0	141,819
0075	Administrative Assistant to County Clerk I	21	1.0	90,358	1.0	92,176	1.0	92,176
0050	Administrative Assistant IV	18	1.0	69,445	1.0	69,445	1.0	69,445
0653	Election Division Supervisor I	18	1.0	64,955	1.0	64,955	1.0	64,955
0048	Administrative Assistant III	16	3.0	169,973	3.0	185,436	3.0	185,436
3144	Election Support Clerk V	15	1.0	58,665	1.0	50,259	1.0	50,259
4836	Administrative Assistant II - County Clerk/Recorder of Deeds/Sheriff	15	1.0	56,389	1.0	56,558	1.0	56,558
0936	Stenographer V	13	1.0	50,809	1.0	50,809	1.0	50,809
0907	Clerk V	11		1	1.0	33,776	1.0	33,776
4839	Clerk IV - County Clerk/Recorder of Deeds/Sheriff	11	1.0	45,611	1.0	39,030	1.0	39,030
			14.0	\$920,041	15.0	\$986,588	15.0	\$986,588
03 Data Entry and Voter Verification - 5240403								
0653	Election Division Supervisor I	18	1.0	80,691	1.0	82,317	1.0	82,317

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE  
DEPARTMENT 524 - COUNTY CLERK - ELECTIONS DIVISION FUND

Job Code	Title	Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
			FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
3144	Election Support Clerk V	15	1.0	56,932	1.0	56,965	1.0	56,965
0047	Administrative Assistant II	14	1.0	52,968	1.0	52,968	1.0	52,968
4847	Stenographer V-County Clerk	14	1.0	43,677	1.0	45,810	1.0	45,810
0936	Stenographer V	13	2.0	100,126	2.0	100,126	2.0	100,126
4842	Clerk V-County Clerk	13	2.0	92,434	2.0	96,415	2.0	96,415
4844	Draftsman II-County Clerk	13			1.0	39,465	1.0	39,465
0907	Clerk V	11	8.0	357,631	7.0	309,550	7.0	309,550
			16.0	\$784,459	16.0	\$783,616	16.0	\$783,616
<b>Total Salaries and Positions</b>			<b>129.0</b>	<b>\$7,750,498</b>	<b>130.0</b>	<b>\$7,824,682</b>	<b>130.0</b>	<b>\$7,824,682</b>
<b>Turnover Adjustment</b>				<b>(538,758)</b>		<b>(469,481)</b>		<b>(469,481)</b>
<b>Operating Funds Total</b>			<b>129.0</b>	<b>\$7,211,740</b>	<b>130.0</b>	<b>\$7,355,201</b>	<b>130.0</b>	<b>\$7,355,201</b>

PERSONAL SERVICES - SUMMARY OF POSITIONS BY GRADE  
DEPARTMENT 524 - COUNTY CLERK - ELECTIONS DIVISION FUND

Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
	FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
24	10.0	1,123,587	10.0	1,133,117	10.0	1,133,117
23	8.0	758,877	8.0	796,443	8.0	796,443
22	7.0	513,552	7.0	506,376	7.0	506,376
21	2.0	166,134	2.0	169,476	2.0	169,476
20	4.0	250,846	4.0	250,147	4.0	250,147
18	12.0	796,236	12.0	811,657	12.0	811,657
17	1.0	66,708	1.0	68,052	1.0	68,052
16	9.0	503,598	9.0	509,236	9.0	509,236
15	9.0	508,368	9.0	494,364	9.0	494,364
14	10.0	494,344	10.0	484,413	10.0	484,413
13	30.0	1,406,685	32.0	1,494,298	32.0	1,494,298
12	5.0	237,238	5.0	223,581	5.0	223,581
11	21.0	888,468	20.0	848,338	20.0	848,338
09	1.0	35,857	1.0	35,184	1.0	35,184
<b>Total Salaries and Positions</b>	<b>129.0</b>	<b>\$7,750,498</b>	<b>130.0</b>	<b>\$7,824,682</b>	<b>130.0</b>	<b>\$7,824,682</b>
<b>Turnover Adjustment</b>		<b>(538,758)</b>		<b>(469,481)</b>		<b>(469,481)</b>
<b>Operating Funds Total</b>	<b>129.0</b>	<b>\$7,211,740</b>	<b>130.0</b>	<b>\$7,355,201</b>	<b>130.0</b>	<b>\$7,355,201</b>

DEPARTMENT OVERVIEW

533 COUNTY CLERK - AUTOMATION FUND

Mission

The County Clerk Automation Fund provides funding to develop, upgrade and maintain automated services in Tax Services, Vital Records, Clerk of the Board and Ethics to reduce costs, improve services and increase productivity. Revenues are derived from fees and license charges for record retrieving and interest earned on investments.

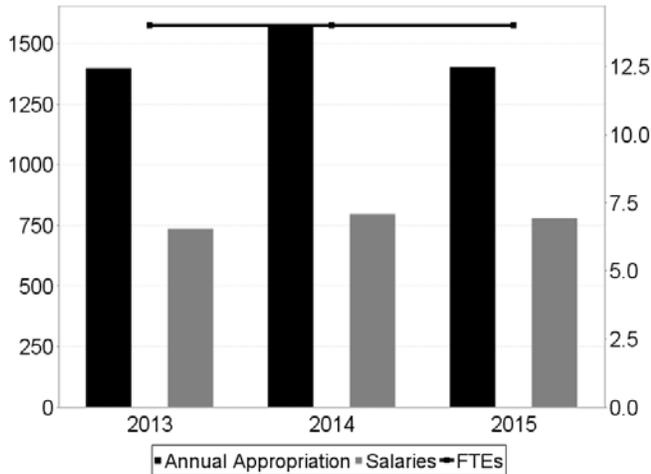
Mandates and Key Activities

- Sec.2-173. Cook County Automation Fee.

Cook County Clerk Vital Records automation fee. The fees in Section 2-174 Vital records fees for County Clerk include an automation fee as set out in Section 32-1, which shall be remitted monthly by the Clerk to the County Treasurer, to be retained in a special fund designated as the Clerk's Automation Fund. Upon request of the County Clerk, the Board shall make expenditure from the fund to pay costs related to the automation of functions performed by the Clerk including hardware, software, research and development costs and personnel related thereto.

Discussion of 2014 Activities and 2015 Initiatives

Appropriations (\$ thousands)			
Fund Category	2013 Adopted	2014 Adjusted Appropriation	2015 Recommended
Special Purpose Funds	1,398.1	1,573.3	1,401.9
	Adopted	Adopted	Recommended
FTE Positions	14.0	14.0	14.0



DISTRIBUTION BY APPROPRIATION CLASSIFICATION  
DEPARTMENT 533 - COUNTY CLERK - AUTOMATION FUND

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Personal Services</b>					
110/501010 Salaries and Wages of Regular Employees	612,505	793,083	779,282	779,282	(13,801)
120/501210 Overtime Compensation	1,150	1,151			(1,151)
124/501250 Employee Health Insurance Allotment	800	800			(800)
136/501400 Differential Pay	864	865			(865)
170/501510 Mandatory Medicare Costs	8,388	12,051	11,300	11,300	(751)
174/501570 Pension	40,952	54,602	54,602	54,602	
175/501590 Life Insurance Program	1,198	1,940	1,811	1,811	(129)
176/501610 Health Insurance	100,132	175,723	108,254	108,254	(67,469)
177/501640 Dental Insurance Plan	2,359	4,171	3,251	3,251	(920)
179/501690 Vision Care Insurance	822	1,614	1,478	1,478	(136)
181/501715 Group Pharmacy Insurance			38,754	38,754	38,754
186/501860 Training Programs for Staff Personnel		12,500	10,000	10,000	(2,500)
<b>Personal Services Total</b>	<b>769,170</b>	<b>1,058,500</b>	<b>1,008,732</b>	<b>1,008,732</b>	<b>(49,768)</b>
<b>Contractual Services</b>					
240/520490 External Graphics and Reproduction Services	20,250	105,536	50,000	50,000	(55,536)
260/520830 Professional and Managerial Services	265,401	266,750	300,000	300,000	33,250
<b>Contractual Services Total</b>	<b>285,651</b>	<b>372,286</b>	<b>350,000</b>	<b>350,000</b>	<b>(22,286)</b>
<b>Supplies and Materials</b>					
350/530600 Office Supplies	3,195	8,730	8,500	8,500	(230)
353/530640 Books, Periodicals, Publications, Archives and Data Services	1,856	2,100	2,100	2,100	
388/531650 Computer Operation Supplies		44,727	25,000	25,000	(19,727)
<b>Supplies and Materials Total</b>	<b>5,051</b>	<b>55,557</b>	<b>35,600</b>	<b>35,600</b>	<b>(19,957)</b>
<b>Operations and Maintenance</b>					
441/540170 Maintenance and Repair of Data Processing Equipment and Software		100,000	25,000	25,000	(75,000)
<b>Operations and Maintenance Total</b>		<b>100,000</b>	<b>25,000</b>	<b>25,000</b>	<b>(75,000)</b>
<b>Rental and Leasing</b>					
630/550010 Rental of Office Equipment	24,295	55,295	33,092	33,092	(22,203)
630/550018 County Wide Canon Photocopier Lease			22,203	22,203	22,203
<b>Rental and Leasing Total</b>	<b>24,295</b>	<b>55,295</b>	<b>55,295</b>	<b>55,295</b>	
<b>Contingency and Special Purposes</b>					
814/580380 Appropriation Adjustments		13,167			(13,167)
819/580420 Appropriation Transfer for Reimbursement from Designated Fund	(96,249)	(191,407)	(192,499)	(192,499)	(1,092)
883/580260 Cook County Administration	82,426	109,902	119,732	119,732	9,830
<b>Contingency and Special Purposes Total</b>	<b>(13,823)</b>	<b>(68,338)</b>	<b>(72,767)</b>	<b>(72,767)</b>	<b>(4,429)</b>
<b>Operating Funds Total</b>	<b>1,070,344</b>	<b>1,573,300</b>	<b>1,401,860</b>	<b>1,401,860</b>	<b>(171,440)</b>

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE  
 DEPARTMENT 533 - COUNTY CLERK - AUTOMATION FUND

Job Code	Title	Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
			FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
01 Administration								
01 Administration and Clerical - 5331454								
0067	Executive Assistant to the Director	23	1.0	75,446	1.0	75,451	1.0	75,451
0050	Administrative Assistant IV	18	5.0	339,035	5.0	326,999	5.0	326,999
0048	Administrative Assistant III	16	1.0	62,696	1.0	62,696	1.0	62,696
4851	Tax Examiner V-County Clerk	16	1.0	50,266	1.0	52,665	1.0	52,665
0047	Administrative Assistant II	14	1.0	52,154	1.0	52,946	1.0	52,946
0936	Stenographer V	13	1.0	37,750	1.0	39,618	1.0	39,618
4842	Clerk V-County Clerk	13	1.0	47,712	1.0	33,764	1.0	33,764
0907	Clerk V	11	1.0	39,618	1.0	40,619	1.0	40,619
			12.0	\$704,677	12.0	\$684,758	12.0	\$684,758
02 Vital Statistics								
01 Suburban Offices - 5331457								
4842	Clerk V-County Clerk	13	1.0	45,611	1.0	47,887	1.0	47,887
0907	Clerk V	11	1.0	45,611	1.0	46,637	1.0	46,637
			2.0	\$91,222	2.0	\$94,524	2.0	\$94,524
Total Salaries and Positions			14.0	\$795,899	14.0	\$779,282	14.0	\$779,282

PERSONAL SERVICES - SUMMARY OF POSITIONS BY GRADE  
DEPARTMENT 533 - COUNTY CLERK - AUTOMATION FUND

Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
	FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
23	1.0	75,446	1.0	75,451	1.0	75,451
18	5.0	339,035	5.0	326,999	5.0	326,999
16	2.0	112,962	2.0	115,361	2.0	115,361
14	1.0	52,154	1.0	52,946	1.0	52,946
13	3.0	131,073	3.0	121,269	3.0	121,269
11	2.0	85,229	2.0	87,256	2.0	87,256
<b>Total Salaries and Positions</b>	<b>14.0</b>	<b>\$795,899</b>	<b>14.0</b>	<b>\$779,282</b>	<b>14.0</b>	<b>\$779,282</b>

# SECTION CONTENTS

- Bureau Summary of Appropriations and Positions
- Bureau Distribution By Appropriation Classification
- Department Overview
- Department Budget
  - Distribution By Appropriation Classification
  - Personal Services, Summary of Positions
  - Summary of Positions by Grade

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130 - Recorder of Deeds	S - 5
527 - County Recorder Document Storage System Fund	S - 11
570 - GIS Fee Fund	S - 15
571 - Rental Housing Support Fee Fund	S - 19

BUREAU SUMMARY  
 RECORDER OF DEEDS

SUMMARY OF APPROPRIATIONS

Department and Title	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Corporate Fund</b>					
130 - Recorder of Deeds	4,314,071	5,722,375	5,484,174	5,484,174	(238,201)
Corporate Fund Total	4,314,071	5,722,375	5,484,174	5,484,174	(238,201)
<b>Special Purpose Funds</b>					
527 - County Recorder Document Storage System Fund	3,132,040	4,771,195	5,723,112	5,723,112	951,917
570 - GIS Fee Fund	2,583,257	3,599,488	2,496,691	2,496,691	(1,102,797)
571 - Rental Housing Support Fee Fund	126,466	576,867	286,000	286,000	(290,867)
Special Purpose Funds Total	5,841,763	8,947,550	8,505,803	8,505,803	(441,747)
Total Appropriations	10,155,834	14,669,925	13,989,977	13,989,977	(679,948)

SUMMARY OF POSITIONS

Department and Title	2014 Approved Positions	Department Request	President's Recommendation	Difference
<b>Corporate Fund</b>				
130 - Recorder of Deeds	108.0	99.0	99.0	(9.0)
Corporate Fund Total	108.0	99.0	99.0	(9.0)
<b>Special Purpose Funds</b>				
527 - County Recorder Document Storage System Fund	44.0	57.0	57.0	13.0
570 - GIS Fee Fund	38.0	25.0	25.0	(13.0)
Special Purpose Funds Total	82.0	82.0	82.0	
Total Positions	190.0	181.0	181.0	(9.0)

DISTRIBUTION BY APPROPRIATION CLASSIFICATION  
 RECORDER OF DEEDS

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Personal Services</b>					
110/501010 Salaries and Wages of Regular Employees	4,244,448	5,742,871	5,190,782	5,190,782	(552,089)
169/501490 Reclassification of Position Adjustments		10,000			(10,000)
170/501510 Mandatory Medicare Costs	34,808	50,246	75,492	75,492	25,246
182/501750 Employee Tuition Refund		15,000	10,000	10,000	(5,000)
183/501770 Seminars for Professional Employees	4,693	5,000	5,000	5,000	
185/501810 Professional and Technical Membership Fees	2,467	2,500	2,500	2,500	
186/501860 Training Programs for Staff Personnel	10,173	15,000	10,000	10,000	(5,000)
190/501970 Transportation and Other Travel Expenses for Employees	15,803	20,000	12,000	12,000	(8,000)
<b>Personal Services Total</b>	<b>4,312,392</b>	<b>5,860,617</b>	<b>5,305,774</b>	<b>5,305,774</b>	<b>(554,843)</b>
<b>Contractual Services</b>					
214/520030 Armored Car Service		19,400	20,000	20,000	600
220/520150 Communication Services	8,035	6,790	6,790	6,790	
225/520260 Postage	110	40,258	45,300	45,300	5,042
240/520490 External Graphics and Reproduction Services	5,601	14,550	10,000	10,000	(4,550)
245/520610 Advertising For Specific Purposes	8,622	9,700	10,000	10,000	300
250/520730 Premiums on Fidelity, Surety Bonds and Public Liability	1,576	3,000	3,000	3,000	
260/520830 Professional and Managerial Services	9,814	194,000	200,000	200,000	6,000
261/520890 Legal Fees Regarding Labor Matters	2,106	4,850	5,000	5,000	150
263/520930 Legal Fees	60,000	87,300	90,000	90,000	2,700
<b>Contractual Services Total</b>	<b>95,862</b>	<b>379,848</b>	<b>390,090</b>	<b>390,090</b>	<b>10,242</b>
<b>Supplies and Materials</b>					
350/530600 Office Supplies	22,901	35,260	31,851	31,851	(3,409)
353/530640 Books, Periodicals, Publications, Archives and Data Services	520	2,634	1,000	1,000	(1,634)
353/530675 County Wide Lexis-Nexis Contract			273	273	273
355/530700 Photographic and Reproduction Supplies	1,036	3,880	3,880	3,880	
388/531650 Computer Operation Supplies	11,649	12,513	10,000	10,000	(2,513)
<b>Supplies and Materials Total</b>	<b>36,106</b>	<b>54,287</b>	<b>47,004</b>	<b>47,004</b>	<b>(7,283)</b>
<b>Operations and Maintenance</b>					
440/540130 Maintenance and Repair of Office Equipment	36,285	75,000	79,000	79,000	4,000
441/540170 Maintenance and Repair of Data Processing Equipment and Software		1,000	1,000	1,000	
444/540250 Maintenance and Repair of Automotive Equipment	993	3,880	4,000	4,000	120
<b>Operations and Maintenance Total</b>	<b>37,278</b>	<b>79,880</b>	<b>84,000</b>	<b>84,000</b>	<b>4,120</b>
<b>Rental and Leasing</b>					
630/550010 Rental of Office Equipment	18,276	43,359	43,359	43,359	
630/550018 County Wide Canon Photocopier Lease			18,696	18,696	18,696
<b>Rental and Leasing Total</b>	<b>18,276</b>	<b>43,359</b>	<b>62,055</b>	<b>62,055</b>	<b>18,696</b>
<b>Contingency and Special Purposes</b>					
819/580420 Appropriation Transfer for Reimbursement from Designated Fund	(185,842)	(695,616)	(404,749)	(404,749)	290,867
<b>Contingency and Special Purposes Total</b>	<b>(185,842)</b>	<b>(695,616)</b>	<b>(404,749)</b>	<b>(404,749)</b>	<b>290,867</b>
<b>Operating Funds Total</b>	<b>4,314,071</b>	<b>5,722,375</b>	<b>5,484,174</b>	<b>5,484,174</b>	<b>(238,201)</b>
<b>(717) New/Replacement Capital Equipment</b>					
549/560610 Vehicle Purchase	26,804	28,000			(28,000)
	26,804	28,000			(28,000)
<b>Total Capital Equipment Request Total</b>	<b>26,804</b>	<b>28,000</b>			<b>(28,000)</b>

DISTRIBUTION BY APPROPRIATION CLASSIFICATION  
 RECORDER OF DEEDS - SPECIAL PURPOSE FUNDS

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Personal Services</b>					
110/501010 Salaries and Wages of Regular Employees	2,930,887	4,105,469	4,274,653	4,274,653	169,184
124/501250 Employee Health Insurance Allotment	1,600	1,600			(1,600)
170/501510 Mandatory Medicare Costs	39,321	44,472	61,984	61,984	17,512
174/501570 Pension	416,175	554,900	554,900	554,900	
175/501590 Life Insurance Program	5,930	7,156	10,096	10,096	2,940
176/501610 Health Insurance	574,349	911,502	950,021	738,367	(173,135)
177/501640 Dental Insurance Plan	10,035	21,306	24,641	24,641	3,335
179/501690 Vision Care Insurance	4,222	8,641	9,701	9,701	1,060
181/501715 Group Pharmacy Insurance				211,654	211,654
183/501770 Seminars for Professional Employees	8,422	10,000	10,000	10,000	
185/501810 Professional and Technical Membership Fees	1,405	1,500	1,500	1,500	
186/501860 Training Programs for Staff Personnel	447	15,000	10,000	10,000	(5,000)
190/501970 Transportation and Other Travel Expenses for Employees	8,892	13,000	8,000	8,000	(5,000)
<b>Personal Services Total</b>	<b>4,001,685</b>	<b>5,694,546</b>	<b>5,915,496</b>	<b>5,915,496</b>	<b>220,950</b>
<b>Contractual Services</b>					
225/520260 Postage	1,031	1,455	1,500	1,500	45
240/520490 External Graphics and Reproduction Services	579	10,670	9,000	9,000	(1,670)
241/520491 Internal Graphics and Reproduction Services	5,249	20,000	10,000	10,000	(10,000)
245/520610 Advertising For Specific Purposes	3,227	3,395	3,500	3,500	105
246/520650 Imaging of Records		19,400	15,000	15,000	(4,400)
260/520830 Professional and Managerial Services	834,435	1,309,500	925,000	925,000	(384,500)
<b>Contractual Services Total</b>	<b>844,520</b>	<b>1,364,420</b>	<b>964,000</b>	<b>964,000</b>	<b>(400,420)</b>
<b>Supplies and Materials</b>					
320/530100 Wearing Apparel	5,049	14,550	10,000	10,000	(4,550)
350/530600 Office Supplies	7,661	12,610	8,190	8,190	(4,420)
388/531650 Computer Operation Supplies	31,204	48,500	45,000	45,000	(3,500)
<b>Supplies and Materials Total</b>	<b>43,914</b>	<b>75,660</b>	<b>63,190</b>	<b>63,190</b>	<b>(12,470)</b>
<b>Operations and Maintenance</b>					
445/540290 Operation of Automotive Equipment	3,424	9,700	10,000	10,000	300
<b>Operations and Maintenance Total</b>	<b>3,424</b>	<b>9,700</b>	<b>10,000</b>	<b>10,000</b>	<b>300</b>
<b>Capital Equipment and Improvements</b>					
510/560410 Fixed Plant Equipment			3,000	3,000	3,000
521/560420 Institutional Equipment			175,000	175,000	175,000
530/560510 Office Furnishings and Equipment			7,500	7,500	7,500
579/560450 Computer Equipment		59,655			(59,655)
<b>Capital Equipment and Improvements Total</b>		<b>59,655</b>	<b>185,500</b>	<b>185,500</b>	<b>125,845</b>
<b>Rental and Leasing</b>					
630/550010 Rental of Office Equipment		5,000	5,000	5,000	
<b>Rental and Leasing Total</b>		<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	
<b>Contingency and Special Purposes</b>					
814/580380 Appropriation Adjustments		46,065			(46,065)
818/580033 Reimbursement to Designated Fund	185,842	695,616	404,749	404,749	(290,867)
819/580420 Appropriation Transfer for Reimbursement from Designated Fund	(41,744)	(75,275)	(83,488)	(83,488)	(8,213)
883/580260 Cook County Administration	804,122	1,072,163	1,041,356	1,041,356	(30,807)
<b>Contingency and Special Purposes Total</b>	<b>948,220</b>	<b>1,738,569</b>	<b>1,362,617</b>	<b>1,362,617</b>	<b>(375,952)</b>
<b>Operating Funds Total</b>	<b>5,841,763</b>	<b>8,947,550</b>	<b>8,505,803</b>	<b>8,505,803</b>	<b>(441,747)</b>

DISTRIBUTION BY APPROPRIATION CLASSIFICATION  
 RECORDER OF DEEDS - SPECIAL PURPOSE FUNDS

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<u>(717) New/Replacement Capital Equipment</u>					
510/560410 Fixed Plant Equipment		400,000			(400,000)
		400,000			(400,000)
Total Capital Equipment Request Total		400,000			(400,000)

DEPARTMENT OVERVIEW  
130 RECORDER OF DEEDS

Mission

The Office of the Cook County Recorder of Deeds (CCRD) accurately records, stores and maintains land records and other official documents in perpetuity for public and private use, facilitating home ownership and mortgage lending. The Recorder's staff works to provide access to this information in an accurate, efficient and courteous manner, both in our physical offices and online.

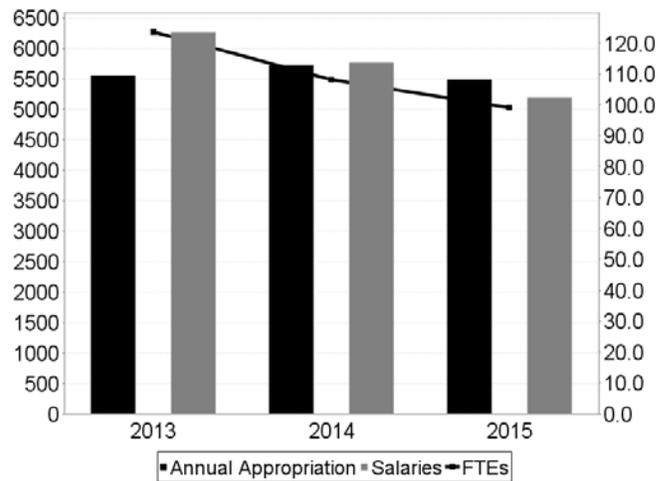
Mandates and Key Activities

- Operates pursuant to Illinois State Statue 55ILCS 5/3-5001
- Records documents, collects fees, creates a property index database with a historical perspective, and implements new legislation
- Images every document and maintains it in an electronic format and makes them available, at an authorized cost, to public and private entities
- Works with law enforcement and victims of property fraud pursuant to Public Act 98-99
- Mails postcard notifications to property owners when a "Quitclaim Deed" affecting ownership of property is recorded.
- Safeguards DD-214 military discharge records and protects them from public view
- Operates satellite offices across Cook County for customer convenience
- Collects Transfer Stamp fees and remits to the County and State accordingly
- Extracts relevant data from recorded documents for a computer-searchable property index database that makes public records easy to find and use
- Converts older records from unstable microfilm to digitized images for preservation
- Ensures network access to the Recorder's database for county departments requesting private access
- Maintains an online records database that allows remote access and purchasing
- Offers a free Property Fraud Alert program to allow property owners to register their property to receive a phone call or email alert whenever a document is recorded reflecting property activity. This will help prevent property fraud and identity theft.
- Maintains a Veterans Service Office (VSO) as a statutorily sanctioned repository for DD-214 discharge records. Veterans can record this document for free and receive a free certified copy. The VSO ensures they receive dedicated and attentive service when visiting the Downtown Office. In addition, CCRD in conjunction with the Department of Veterans Affairs, will implement a Veterans' and Military Discount card program which can be utilized at various Cook County merchants and retailers for goods and services, or other appropriate savings promotions at their discretion.

Discussion of 2014 Activities and 2015 Initiatives

The CCRD Administration is focused on accuracy, efficiency and advocacy. As one of the largest revenue generators for the County, the Office is continuously focused on operational efficiency, technological advancements, and paper reduction. Over the past year the Recorder has updated outdated equipment, improved workflows for greater efficiencies, and revamped its website to become more user friendly. In 2015, the Recorder has great expectations that its "e-Recordings" will increase as a result of Springfield legislation which will allow e-Recordings for more document types.

Appropriations (\$ thousands)			
Fund Category	2013 Adopted	2014 Adjusted Appropriation	2015 Recommended
Corporate Fund	5,555.6	5,722.4	5,484.2
	Adopted	Adopted	Recommended
FTE Positions	123.5	108.0	99.0



STAR Goals/Key Performance Indicators

- ★ Ensure all recordation is efficient and accurate: The indexing lag from recordation to public availability has been reduced from two days to 1.5. Our goal is for 1 day turn-around.
- ★ Increase the availability of electronically recorded data: e-Recordings are averaging approximately 29% of the Recorder's overall recordings.
- ★ Expand reach of informing homeowners of Property Fraud and our alert system: The Recorder has enrolled 15,636 subscribers and has issued 2,273 Alert Notifications. CCRD has prepared 9 cases for the Administrative Legal Judge (ALJ) in which two cases received a notice of judgment. In addition, CCRD received 31 walk-in complaints. As a result of our office efforts, five arrest have been made concerning fraud.

STAR Performance Data			
Performance Indicator	FY 2013	FY 2014 Projected YE	FY 2015 Target
Average number of days to index recorded documents	3	2	1.5
Number of e-Recordings	220,347	170,807	213,509
Property Fraud Alert Sign Ups	8,753	26,805	34,846

DISTRIBUTION BY APPROPRIATION CLASSIFICATION  
DEPARTMENT 130 - RECORDER OF DEEDS

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Personal Services</b>					
110/501010 Salaries and Wages of Regular Employees	4,244,448	5,742,871	5,190,782	5,190,782	(552,089)
169/501490 Reclassification of Position Adjustments		10,000			(10,000)
170/501510 Mandatory Medicare Costs	34,808	50,246	75,492	75,492	25,246
182/501750 Employee Tuition Refund		15,000	10,000	10,000	(5,000)
183/501770 Seminars for Professional Employees	4,693	5,000	5,000	5,000	
185/501810 Professional and Technical Membership Fees	2,467	2,500	2,500	2,500	
186/501860 Training Programs for Staff Personnel	10,173	15,000	10,000	10,000	(5,000)
190/501970 Transportation and Other Travel Expenses for Employees	15,803	20,000	12,000	12,000	(8,000)
<b>Personal Services Total</b>	<b>4,312,392</b>	<b>5,860,617</b>	<b>5,305,774</b>	<b>5,305,774</b>	<b>(554,843)</b>
<b>Contractual Services</b>					
214/520030 Armored Car Service		19,400	20,000	20,000	600
220/520150 Communication Services	8,035	6,790	6,790	6,790	
225/520260 Postage	110	40,258	45,300	45,300	5,042
240/520490 External Graphics and Reproduction Services	5,601	14,550	10,000	10,000	(4,550)
245/520610 Advertising For Specific Purposes	8,622	9,700	10,000	10,000	300
250/520730 Premiums on Fidelity, Surety Bonds and Public Liability	1,576	3,000	3,000	3,000	
260/520830 Professional and Managerial Services	9,814	194,000	200,000	200,000	6,000
261/520890 Legal Fees Regarding Labor Matters	2,106	4,850	5,000	5,000	150
263/520930 Legal Fees	60,000	87,300	90,000	90,000	2,700
<b>Contractual Services Total</b>	<b>95,862</b>	<b>379,848</b>	<b>390,090</b>	<b>390,090</b>	<b>10,242</b>
<b>Supplies and Materials</b>					
350/530600 Office Supplies	22,901	35,260	31,851	31,851	(3,409)
353/530640 Books, Periodicals, Publications, Archives and Data Services	520	2,634	1,000	1,000	(1,634)
353/530675 County Wide Lexis-Nexis Contract			273	273	273
355/530700 Photographic and Reproduction Supplies	1,036	3,880	3,880	3,880	
388/531650 Computer Operation Supplies	11,649	12,513	10,000	10,000	(2,513)
<b>Supplies and Materials Total</b>	<b>36,106</b>	<b>54,287</b>	<b>47,004</b>	<b>47,004</b>	<b>(7,283)</b>
<b>Operations and Maintenance</b>					
440/540130 Maintenance and Repair of Office Equipment	36,285	75,000	79,000	79,000	4,000
441/540170 Maintenance and Repair of Data Processing Equipment and Software		1,000	1,000	1,000	
444/540250 Maintenance and Repair of Automotive Equipment	993	3,880	4,000	4,000	120
<b>Operations and Maintenance Total</b>	<b>37,278</b>	<b>79,880</b>	<b>84,000</b>	<b>84,000</b>	<b>4,120</b>
<b>Rental and Leasing</b>					
630/550010 Rental of Office Equipment	18,276	43,359	43,359	43,359	
630/550018 County Wide Canon Photocopier Lease			18,696	18,696	18,696
<b>Rental and Leasing Total</b>	<b>18,276</b>	<b>43,359</b>	<b>62,055</b>	<b>62,055</b>	<b>18,696</b>
<b>Contingency and Special Purposes</b>					
819/580420 Appropriation Transfer for Reimbursement from Designated Fund	(185,842)	(695,616)	(404,749)	(404,749)	290,867
<b>Contingency and Special Purposes Total</b>	<b>(185,842)</b>	<b>(695,616)</b>	<b>(404,749)</b>	<b>(404,749)</b>	<b>290,867</b>
<b>Operating Funds Total</b>	<b>4,314,071</b>	<b>5,722,375</b>	<b>5,484,174</b>	<b>5,484,174</b>	<b>(238,201)</b>
<b>(717) New/Replacement Capital Equipment - 71700130</b>					
549/560610 Vehicle Purchase	26,804	28,000			(28,000)
	26,804	28,000			(28,000)
<b>Capital Equipment Request Total</b>	<b>26,804</b>	<b>28,000</b>			<b>(28,000)</b>

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE

DEPARTMENT 130 - RECORDER OF DEEDS

Job Code	Title	Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
			FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
01 Administrative Division								
01 Executive - 1301154								
0014	Recorder	SEL	1.0	105,000	1.0	105,000	1.0	105,000
0401	Deputy Recorder	24	1.0	116,349				
0406	Chief Deputy Recorder	24	1.0	130,493	1.0	135,132	1.0	135,132
0042	Administrative Assistant to County Recorder	23	3.0	310,601	3.0	305,234	3.0	305,234
5936	Compliance Officer (ROD)	23	1.0	84,136	1.0	70,658	1.0	70,658
0051	Administrative Assistant V	20	3.0	185,059	2.0	131,797	2.0	131,797
1112	Systems Analyst III	20	1.0	85,213	1.0	86,931	1.0	86,931
6374	Assistant Human Resources Director	20			1.0	74,927	1.0	74,927
0292	Administrative Analyst II	19	1.0	83,455				
0050	Administrative Assistant IV	18	2.0	93,419	2.0	95,785	2.0	95,785
0048	Administrative Assistant III	16	1.0	62,696	1.0	62,696	1.0	62,696
0703	Personnel Analyst II	15		1				
0047	Administrative Assistant II	14	1.0	51,385	1.0	51,467	1.0	51,467
			16.0	\$1,307,807	14.0	\$1,119,627	14.0	\$1,119,627
02 Clerical - 1301155								
0047	Administrative Assistant II	14	1.0	51,793	1.0	52,448	1.0	52,448
0238	Cashier III (Recorder)	13		1				
			1.0	\$51,794	1.0	\$52,448	1.0	\$52,448
03 Accounting - 1301156								
0042	Administrative Assistant to County Recorder	23	1.0	115,120	1.0	115,120	1.0	115,120
0110	Director of Financial Control I	20	1.0	86,765	1.0	88,509	1.0	88,509
0144	Accountant IV	17	3.0	162,957	3.0	164,033	3.0	164,033
			5.0	\$364,842	5.0	\$367,662	5.0	\$367,662
04 Purchasing - 1301157								
0042	Administrative Assistant to County Recorder	23	1.0	115,120	1.0	115,120	1.0	115,120
0047	Administrative Assistant II	14	1.0	54,567	1.0	54,567	1.0	54,567
4841	Clerk V-County Clerk/Recorder of Deeds/Sheriff	12	1.0	45,461	1.0	45,461	1.0	45,461
6097	Inventory Control Coordinator	10	1.0	38,668	1.0	37,566	1.0	37,566
			4.0	\$253,816	4.0	\$252,714	4.0	\$252,714
06 Legal - 1301159								
0398	Chief Legal Advisor-Recorder	24	1.0	115,195	1.0	115,195	1.0	115,195
0403	Examiner of Titles I	20	1.0	92,218	1.0	92,218	1.0	92,218
0047	Administrative Assistant II	14		1		1		1
			2.0	\$207,414	2.0	\$207,414	2.0	\$207,414
02 Customer Service Division								
01 Special Services - 1301160								
0050	Administrative Assistant IV	18	1.0	71,723	1.0	47,952	1.0	47,952
4854	Cashier III (Recorder)	14	1.0	54,567	1.0	54,567	1.0	54,567
0238	Cashier III (Recorder)	13	1.0	50,809	1.0	50,809	1.0	50,809
4858	Real Estate Indexer I	12	1.0	44,589	1.0	45,461	1.0	45,461
0907	Clerk V	11	1.0	38,037	1.0	39,618	1.0	39,618
4839	Clerk IV - County Clerk/Recorder of Deeds/Sheriff	11	1.0	42,460	1.0	42,460	1.0	42,460
4855	Clerk IV-Recorder of Deeds	10	3.0	118,218	3.0	118,218	3.0	118,218
			9.0	\$420,403	9.0	\$399,085	9.0	\$399,085
03 Security - 1301161								
0800	Safety Inspector II	15	1.0	58,665	1.0	58,665	1.0	58,665
0047	Administrative Assistant II	14	1.0	51,915	1.0	52,708	1.0	52,708

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE

DEPARTMENT 130 - RECORDER OF DEEDS

Job Code	Title	Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
			FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
4859	Security Officer I(Recorder)	10	5.0	164,717	5.0	170,231	5.0	170,231
			7.0	\$275,297	7.0	\$281,604	7.0	\$281,604
03 Recording Operations Division								
01 Document Maintenance - 1301162								
4855	Clerk IV-Recorder of Deeds	10	1.0	39,822	1.0	39,822	1.0	39,822
			1.0	\$39,822	1.0	\$39,822	1.0	\$39,822
03 Cashiers - 1301164								
0237	Cashier II (Recorder)	12	1.0	45,461	1.0	45,865	1.0	45,865
			1.0	\$45,461	1.0	\$45,865	1.0	\$45,865
04 Mail - 1301165								
6020	Director of Security	20	1.0	64,853	1.0	62,019	1.0	62,019
0048	Administrative Assistant III	16	2.0	125,392	1.0	62,696	1.0	62,696
4841	Clerk V-County Clerk/Recorder of Deeds/Sheriff	12	1.0	35,246				
0907	Clerk V	11	4.0	175,349	4.0	175,508	4.0	175,508
4839	Clerk IV - County Clerk/Recorder of Deeds/Sheriff	11	1.0	42,460	1.0	42,460	1.0	42,460
4855	Clerk IV-Recorder of Deeds	10	3.0	118,635	3.0	118,634	3.0	118,634
			12.0	\$561,935	10.0	\$461,317	10.0	\$461,317
06 Public Information/UCC - 1301166								
0048	Administrative Assistant III	16		1		1		1
0907	Clerk V	11	1.0	44,165	1.0	44,165	1.0	44,165
4839	Clerk IV - County Clerk/Recorder of Deeds/Sheriff	11	1.0	42,460	1.0	42,460	1.0	42,460
4855	Clerk IV-Recorder of Deeds	10	2.0	78,813	2.0	79,220	2.0	79,220
			4.0	\$165,439	4.0	\$165,846	4.0	\$165,846
09 Declaration & Revenue Stamp Review - 1301169								
0050	Administrative Assistant IV	18	1.0	72,274	1.0	72,274	1.0	72,274
0907	Clerk V	11	4.0	177,145	4.0	177,097	4.0	177,097
4857	Microfilm Operator III (Recorder)	11	1.0	42,460	1.0	42,547	1.0	42,547
4860	Microfilm Operator II-Recorder	11	1.0	42,460	1.0	42,460	1.0	42,460
4855	Clerk IV-Recorder of Deeds	10	4.0	159,633	4.0	159,807	4.0	159,807
			11.0	\$493,972	11.0	\$494,185	11.0	\$494,185
10 Mapping - 1301170								
0907	Clerk V	11	1.0	44,165	1.0	44,165	1.0	44,165
			1.0	\$44,165	1.0	\$44,165	1.0	\$44,165
04 Information Retrieval Division								
01 Tract - 1301172								
0048	Administrative Assistant III	16	1.0	62,696	1.0	62,696	1.0	62,696
4839	Clerk IV - County Clerk/Recorder of Deeds/Sheriff	11	2.0	84,085	2.0	84,206	2.0	84,206
4855	Clerk IV-Recorder of Deeds	10	4.0	158,040	4.0	158,040	4.0	158,040
			7.0	\$304,821	7.0	\$304,942	7.0	\$304,942
02 Document Processing - 1301173								
0048	Administrative Assistant III	16	1.0	60,477				
4839	Clerk IV - County Clerk/Recorder of Deeds/Sheriff	11	2.0	84,085	1.0	42,461	1.0	42,461
4855	Clerk IV-Recorder of Deeds	10	1.0	39,406	1.0	39,406	1.0	39,406
			4.0	\$183,968	2.0	\$81,867	2.0	\$81,867
03 Microfilm Reproduction - 1301174								
4839	Clerk IV - County Clerk/Recorder of Deeds/Sheriff	11	1.0	42,460	1.0	42,460	1.0	42,460

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE

DEPARTMENT 130 - RECORDER OF DEEDS

Job Code	Title	Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
			FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
4855	Clerk IV-Recorder of Deeds	10	1.0	39,406	1.0	39,656	1.0	39,656
			2.0	\$81,866	2.0	\$82,116	2.0	\$82,116
04 Microfilm Library/Retrieval - 1301175								
0048	Administrative Assistant III	16	1.0	58,665	1.0	58,665	1.0	58,665
0047	Administrative Assistant II	14	1.0	52,968	1.0	52,968	1.0	52,968
4855	Clerk IV-Recorder of Deeds	10	1.0	39,406	1.0	39,406	1.0	39,406
			3.0	\$151,039	3.0	\$151,039	3.0	\$151,039
05 Satellite Division								
01 Rolling Meadows - 1301176								
0145	Accountant V	19		1		1		1
0048	Administrative Assistant III	16	1.0	60,657	1.0	61,423	1.0	61,423
0237	Cashier II (Recorder)	12	1.0	45,461				
			2.0	\$106,119	1.0	\$61,424	1.0	\$61,424
02 Markham - 1301177								
0050	Administrative Assistant IV	18	1.0	64,853	1.0	66,511	1.0	66,511
4854	Cashier III (Recorder)	14	1.0	54,567	1.0	54,567	1.0	54,567
0237	Cashier II (Recorder)	12		1		1		1
			2.0	\$119,421	2.0	\$121,079	2.0	\$121,079
03 Bridgeview - 1301178								
0050	Administrative Assistant IV	18	1.0	72,274	1.0	72,274	1.0	72,274
4854	Cashier III (Recorder)	14	1.0	54,567	1.0	54,567	1.0	54,567
0237	Cashier II (Recorder)	12	1.0	45,914	1.0	46,125	1.0	46,125
			3.0	\$172,755	3.0	\$172,966	3.0	\$172,966
04 Skokie - 1301179								
0050	Administrative Assistant IV	18	1.0	72,274	1.0	72,274	1.0	72,274
0237	Cashier II (Recorder)	12	1.0	41,730	1.0	42,616	1.0	42,616
			2.0	\$114,004	2.0	\$114,890	2.0	\$114,890
05 Maywood - 1301180								
0291	Administrative Analyst I	17	1.0	64,955	1.0	65,565	1.0	65,565
0237	Cashier II (Recorder)	12	2.0	91,375	2.0	91,375	2.0	91,375
			3.0	\$156,330	3.0	\$156,940	3.0	\$156,940
15 Special Purpose Fund								
01 Rental Housing Support Fee Fund - 1301571								
6114	Director of Communications	23	1.0	90,218				
6393	Deputy Recorder - Communications	23			1.0	104,260	1.0	104,260
0294	Administrative Analyst IV	22		1		1		1
0051	Administrative Assistant V	20	2.0	142,607	1.0	82,792	1.0	82,792
6404	Director of Public Information	20			1.0	70,309	1.0	70,309
1111	Systems Analyst II	18	2.0	108,328				
3639	Investigator II	16	1.0	42,978	1.0	43,842	1.0	43,842
			6.0	\$384,132	4.0	\$301,204	4.0	\$301,204
<b>Total Salaries and Positions</b>			<b>108.0</b>	<b>\$6,006,622</b>	<b>99.0</b>	<b>\$5,480,221</b>	<b>99.0</b>	<b>\$5,480,221</b>
<b>Turnover Adjustment</b>				<b>(239,728)</b>		<b>(289,439)</b>		<b>(289,439)</b>
<b>Operating Funds Total</b>			<b>108.0</b>	<b>\$5,766,894</b>	<b>99.0</b>	<b>\$5,190,782</b>	<b>99.0</b>	<b>\$5,190,782</b>

PERSONAL SERVICES - SUMMARY OF POSITIONS BY GRADE  
DEPARTMENT 130 - RECORDER OF DEEDS

Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
	FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
SEL	1.0	105,000	1.0	105,000	1.0	105,000
24	3.0	362,037	2.0	250,327	2.0	250,327
23	7.0	715,195	7.0	710,392	7.0	710,392
22		1		1		1
20	9.0	656,715	9.0	689,502	9.0	689,502
19	1.0	83,456		1		1
18	9.0	555,145	7.0	427,070	7.0	427,070
17	4.0	227,912	4.0	229,598	4.0	229,598
16	8.0	473,562	6.0	352,019	6.0	352,019
15	1.0	58,666	1.0	58,665	1.0	58,665
14	8.0	426,330	8.0	427,860	8.0	427,860
13	1.0	50,810	1.0	50,809	1.0	50,809
12	9.0	395,238	7.0	316,904	7.0	316,904
11	21.0	901,791	20.0	862,067	20.0	862,067
10	26.0	994,764	26.0	1,000,006	26.0	1,000,006
<b>Total Salaries and Positions</b>	<b>108.0</b>	<b>\$6,006,622</b>	<b>99.0</b>	<b>\$5,480,221</b>	<b>99.0</b>	<b>\$5,480,221</b>
<b>Turnover Adjustment</b>		<b>(239,728)</b>		<b>(289,439)</b>		<b>(289,439)</b>
<b>Operating Funds Total</b>	<b>108.0</b>	<b>\$5,766,894</b>	<b>99.0</b>	<b>\$5,190,782</b>	<b>99.0</b>	<b>\$5,190,782</b>

## DEPARTMENT OVERVIEW

### 527 COUNTY RECORDER DOCUMENT STORAGE SYSTEM FUND

#### Mission

The Document Storage Fund was created to assist the Recorder of Deeds Office in its efforts to establish, promote, and maintain various technology initiatives that allow the Office to gather data and make it available for public review and corporate consumption.

#### Mandates and Key Activities

- Sec.2-213. Filing Fee

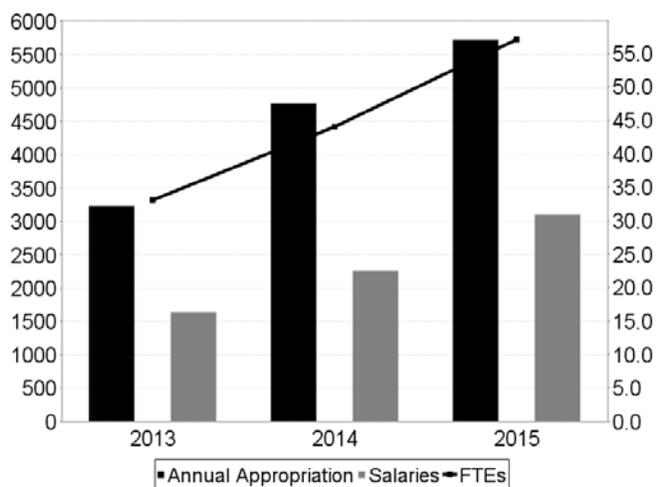
The County Recorder shall in addition to the fees provided therein charge an additional fee as set out in Section 32-1 for the filing of every instrument, paper or notice for record

Each such fee collected shall be placed in a special fund to be held by the Treasurer of the County.

Such monies collected and placed in such special fund shall be used by the Recorder to defray the cost of converting the document storage system of the Recorder to computer digitized images and such monies shall be used solely for a document storage system to provide the equipment, material and necessary expense and costs incurred in the implementing and maintaining of such a document records system.

#### Discussion of 2014 Activities and 2015 Initiatives

Appropriations (\$ thousands)			
Fund Category	2013 Adopted	2014 Adjusted Appropriation	2015 Recommended
Special Purpose Funds	3,234.1	4,771.2	5,723.1
	Adopted	Adopted	Recommended
FTE Positions	33.0	44.0	57.0



DISTRIBUTION BY APPROPRIATION CLASSIFICATION

DEPARTMENT 527 - COUNTY RECORDER DOCUMENT STORAGE SYSTEM FUND

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Personal Services</b>					
110/501010 Salaries and Wages of Regular Employees	1,645,132	2,254,208	3,102,570	3,102,570	848,362
124/501250 Employee Health Insurance Allotment	800	800			(800)
170/501510 Mandatory Medicare Costs	22,225	17,793	44,988	44,988	27,195
174/501570 Pension	228,725	304,967	304,967	304,967	
175/501590 Life Insurance Program	3,251	2,832	7,297	7,297	4,465
176/501610 Health Insurance	328,836	514,029	653,577	534,335	20,306
177/501640 Dental Insurance Plan	4,792	12,815	18,330	18,330	5,515
179/501690 Vision Care Insurance	2,301	4,821	6,872	6,872	2,051
181/501715 Group Pharmacy Insurance				119,242	119,242
183/501770 Seminars for Professional Employees	3,422	5,000	5,000	5,000	
186/501860 Training Programs for Staff Personnel	447	15,000	10,000	10,000	(5,000)
190/501970 Transportation and Other Travel Expenses for Employees	6,303	10,000	5,000	5,000	(5,000)
<b>Personal Services Total</b>	<b>2,246,235</b>	<b>3,142,265</b>	<b>4,158,601</b>	<b>4,158,601</b>	<b>1,016,336</b>
<b>Contractual Services</b>					
240/520490 External Graphics and Reproduction Services	118	5,820	6,000	6,000	180
241/520491 Internal Graphics and Reproduction Services	5,249	20,000	10,000	10,000	(10,000)
246/520650 Imaging of Records		19,400	15,000	15,000	(4,400)
260/520830 Professional and Managerial Services	459,435	921,500	650,000	650,000	(271,500)
<b>Contractual Services Total</b>	<b>464,801</b>	<b>966,720</b>	<b>681,000</b>	<b>681,000</b>	<b>(285,720)</b>
<b>Supplies and Materials</b>					
320/530100 Wearing Apparel	5,049	14,550	10,000	10,000	(4,550)
350/530600 Office Supplies	5,945	7,760	5,040	5,040	(2,720)
388/531650 Computer Operation Supplies	18,584	24,250	25,000	25,000	750
<b>Supplies and Materials Total</b>	<b>29,579</b>	<b>46,560</b>	<b>40,040</b>	<b>40,040</b>	<b>(6,520)</b>
<b>Capital Equipment and Improvements</b>					
510/560410 Fixed Plant Equipment			3,000	3,000	3,000
521/560420 Institutional Equipment			175,000	175,000	175,000
530/560510 Office Furnishings and Equipment			7,500	7,500	7,500
579/560450 Computer Equipment		59,655			(59,655)
<b>Capital Equipment and Improvements Total</b>		<b>59,655</b>	<b>185,500</b>	<b>185,500</b>	<b>125,845</b>
<b>Rental and Leasing</b>					
630/550010 Rental of Office Equipment		5,000	5,000	5,000	
<b>Rental and Leasing Total</b>		<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	
<b>Contingency and Special Purposes</b>					
814/580380 Appropriation Adjustments		32,565			(32,565)
818/580033 Reimbursement to Designated Fund	32,438	64,873	64,873	64,873	
819/580420 Appropriation Transfer for Reimbursement from Designated Fund	(37,637)	(75,275)	(75,275)	(75,275)	
883/580260 Cook County Administration	396,624	528,832	663,373	663,373	134,541
<b>Contingency and Special Purposes Total</b>	<b>391,425</b>	<b>550,995</b>	<b>652,971</b>	<b>652,971</b>	<b>101,976</b>
<b>Operating Funds Total</b>	<b>3,132,040</b>	<b>4,771,195</b>	<b>5,723,112</b>	<b>5,723,112</b>	<b>951,917</b>
<b>(717) New/Replacement Capital Equipment - 71700527</b>					
510/560410 Fixed Plant Equipment		400,000			(400,000)
					(400,000)
<b>Capital Equipment Request Total</b>		<b>400,000</b>			<b>(400,000)</b>

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE  
DEPARTMENT 527 - COUNTY RECORDER DOCUMENT STORAGE SYSTEM FUND

Job Code	Title	Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
			FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
01 Technical Services Division								
01 Computer Administration - 5270582								
1140	Director Of Management Information	24	1.0	120,487	1.0	120,487	1.0	120,487
0401	Deputy Recorder	24	1.0	116,349	2.0	232,698	2.0	232,698
1114	Systems Analyst V	23			1.0	95,420	1.0	95,420
0415	Recording Division Supervisor	22		1		1		1
1135	Project Leader- Data Systems	22			1.0	105,809	1.0	105,809
5937	Director of Satellite Offices	22	1.0	76,580	1.0	77,240	1.0	77,240
0051	Administrative Assistant V	20	1.0	65,794	1.0	67,120	1.0	67,120
1112	Systems Analyst III	20			1.0	86,931	1.0	86,931
6223	Director of Information Retrieval	20	1.0	72,805	1.0	73,867	1.0	73,867
0292	Administrative Analyst II	19			1.0	62,235	1.0	62,235
0050	Administrative Assistant IV	18	1.0	53,479	2.0	126,647	2.0	126,647
1111	Systems Analyst II	18			2.0	109,574	2.0	109,574
0048	Administrative Assistant III	16	1.0	62,696	2.0	119,139	2.0	119,139
0047	Administrative Assistant II	14	2.0	107,535	2.0	107,535	2.0	107,535
0046	Administrative Assistant I	12	1.0	45,462	1.0	45,461	1.0	45,461
0237	Cashier II (Recorder)	12	2.0	87,921	2.0	87,921	2.0	87,921
0907	Clerk V	11	2.0	84,608	2.0	85,313	2.0	85,313
0227	Cashier II	10	1.0	38,668	1.0	38,668	1.0	38,668
4855	Clerk IV-Recorder of Deeds	10	3.0	118,218	3.0	118,524	3.0	118,524
4856	Microfilm Operator II(Recorder)	10	1.0	36,941	1.0	37,244	1.0	37,244
			19.0	\$1,087,544	28.0	\$1,797,834	28.0	\$1,797,834
02 Title Express - 5271164								
0050	Administrative Assistant IV	18	1.0	72,274	1.0	72,274	1.0	72,274
3639	Investigator II	16			1.0	40,415	1.0	40,415
4854	Cashier III (Recorder)	14	4.0	215,821	4.0	215,845	4.0	215,845
0238	Cashier III (Recorder)	13	2.0	98,517	2.0	100,126	2.0	100,126
0936	Stenographer V	13	1.0	49,317	1.0	49,317	1.0	49,317
0237	Cashier II (Recorder)	12	3.0	136,065	3.0	137,281	3.0	137,281
4858	Real Estate Indexer I	12			1.0	45,914	1.0	45,914
0236	Cashier I (Recorder)	11	2.0	69,986	2.0	70,117	2.0	70,117
4860	Microfilm Operator II-Recorder	11			1.0	42,460	1.0	42,460
4855	Clerk IV-Recorder of Deeds	10	1.0	39,406	1.0	39,822	1.0	39,822
4856	Microfilm Operator II(Recorder)	10			1.0	39,822	1.0	39,822
			14.0	\$681,386	18.0	\$853,393	18.0	\$853,393
03 Cashiers - 5271168								
0999	Title Express Supervisor	18	1.0	69,622	1.0	71,477	1.0	71,477
4836	Administrative Assistant II - County Clerk/Recorder of Deeds/Sheriff	15	1.0	58,665	1.0	58,665	1.0	58,665
5436	Cashier V (Recorder of Deeds)	15	1.0	56,544	1.0	56,965	1.0	56,965
4854	Cashier III (Recorder)	14	4.0	216,429	4.0	203,526	4.0	203,526
0238	Cashier III (Recorder)	13	1.0	50,809	1.0	50,810	1.0	50,810
0237	Cashier II (Recorder)	12		1		1		1
4857	Microfilm Operator III (Recorder)	11	1.0	42,460	1.0	42,464	1.0	42,464
0227	Cashier II	10	1.0	35,637	1.0	36,941	1.0	36,941
4859	Security Officer I(Recorder)	10	1.0	30,678	1.0	26,450	1.0	26,450
			11.0	\$560,845	11.0	\$547,299	11.0	\$547,299
<b>Total Salaries and Positions</b>			<b>44.0</b>	<b>\$2,329,775</b>	<b>57.0</b>	<b>\$3,198,526</b>	<b>57.0</b>	<b>\$3,198,526</b>
<b>Turnover Adjustment</b>				<b>(69,893)</b>		<b>(95,956)</b>		<b>(95,956)</b>
<b>Operating Funds Total</b>			<b>44.0</b>	<b>\$2,259,882</b>	<b>57.0</b>	<b>\$3,102,570</b>	<b>57.0</b>	<b>\$3,102,570</b>

PERSONAL SERVICES - SUMMARY OF POSITIONS BY GRADE  
DEPARTMENT 527 - COUNTY RECORDER DOCUMENT STORAGE SYSTEM FUND

Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
	FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
24	2.0	236,836	3.0	353,185	3.0	353,185
23			1.0	95,420	1.0	95,420
22	1.0	76,581	2.0	183,050	2.0	183,050
20	2.0	138,599	3.0	227,918	3.0	227,918
19			1.0	62,235	1.0	62,235
18	3.0	195,375	6.0	379,972	6.0	379,972
16	1.0	62,696	3.0	159,554	3.0	159,554
15	2.0	115,209	2.0	115,630	2.0	115,630
14	10.0	539,785	10.0	526,906	10.0	526,906
13	4.0	198,643	4.0	200,253	4.0	200,253
12	6.0	269,449	7.0	316,578	7.0	316,578
11	5.0	197,054	6.0	240,354	6.0	240,354
10	8.0	299,548	9.0	337,471	9.0	337,471
<b>Total Salaries and Positions</b>	<b>44.0</b>	<b>\$2,329,775</b>	<b>57.0</b>	<b>\$3,198,526</b>	<b>57.0</b>	<b>\$3,198,526</b>
<b>Turnover Adjustment</b>		<b>(69,893)</b>		<b>(95,956)</b>		<b>(95,956)</b>
<b>Operating Funds Total</b>	<b>44.0</b>	<b>\$2,259,882</b>	<b>57.0</b>	<b>\$3,102,570</b>	<b>57.0</b>	<b>\$3,102,570</b>

## DEPARTMENT OVERVIEW

### 570 GIS FEE FUND

#### Mission

The GIS Fee Fund was established to fund the Recorder of Deeds Mortgage Fraud Prevention Program to assist property owners with maintaining ownership of their properties by offering early warning notification to property owners whenever documents are filed that may affect ownership.

#### Mandates and Key Activities

- Sec.2-214. GIS Fee

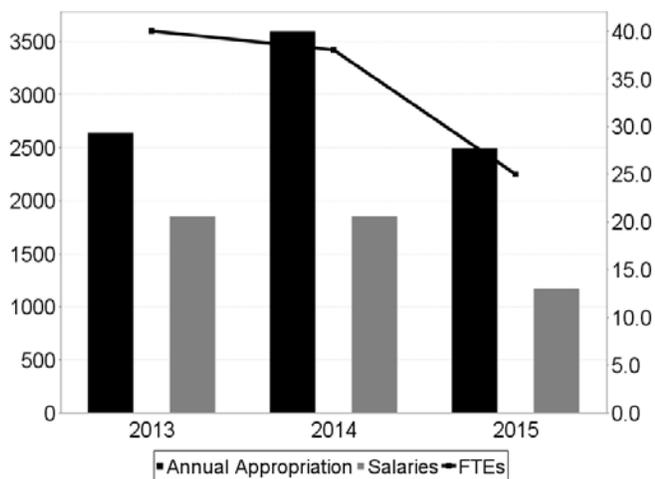
Additional charge is a charge as set out in Section 32-1, which is added to the existing fees imposed by the Cook County Board of Commissioners for the filing of every instrument, paper, or notice of record.

Countywide map is a parcel based map of the County which includes all the supporting Geographic Information System.

Geographic Information System is an organized collection of computer hardware, software, and geographic data designed to efficiently capture, store, update, manipulate, and display all forms of geographically referenced information.

#### Discussion of 2014 Activities and 2015 Initiatives

Appropriations (\$ thousands)			
Fund Category	2013 Adopted	2014 Adjusted Appropriation	2015 Recommended
Special Purpose Funds	2,638.4	3,599.5	2,496.7
	Adopted	Adopted	Recommended
FTE Positions	40.0	38.0	25.0



DISTRIBUTION BY APPROPRIATION CLASSIFICATION  
DEPARTMENT 570 - GIS FEE FUND

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Personal Services</b>					
110/501010 Salaries and Wages of Regular Employees	1,285,755	1,851,261	1,172,083	1,172,083	(679,178)
124/501250 Employee Health Insurance Allotment	800	800			(800)
170/501510 Mandatory Medicare Costs	17,096	26,679	16,996	16,996	(9,683)
174/501570 Pension	187,450	249,933	249,933	249,933	
175/501590 Life Insurance Program	2,678	4,324	2,799	2,799	(1,525)
176/501610 Health Insurance	245,513	397,473	296,444	204,032	(193,441)
177/501640 Dental Insurance Plan	5,242	8,491	6,311	6,311	(2,180)
179/501690 Vision Care Insurance	1,921	3,820	2,829	2,829	(991)
181/501715 Group Pharmacy Insurance				92,412	92,412
183/501770 Seminars for Professional Employees	5,000	5,000	5,000	5,000	
185/501810 Professional and Technical Membership Fees	1,405	1,500	1,500	1,500	
190/501970 Transportation and Other Travel Expenses for Employees	2,589	3,000	3,000	3,000	
<b>Personal Services Total</b>	<b>1,755,450</b>	<b>2,552,281</b>	<b>1,756,895</b>	<b>1,756,895</b>	<b>(795,386)</b>
<b>Contractual Services</b>					
225/520260 Postage	1,031	1,455	1,500	1,500	45
240/520490 External Graphics and Reproduction Services	461	4,850	3,000	3,000	(1,850)
245/520610 Advertising For Specific Purposes	3,227	3,395	3,500	3,500	105
260/520830 Professional and Managerial Services	375,000	388,000	275,000	275,000	(113,000)
<b>Contractual Services Total</b>	<b>379,719</b>	<b>397,700</b>	<b>283,000</b>	<b>283,000</b>	<b>(114,700)</b>
<b>Supplies and Materials</b>					
350/530600 Office Supplies	1,716	4,850	3,150	3,150	(1,700)
388/531650 Computer Operation Supplies	12,620	24,250	20,000	20,000	(4,250)
<b>Supplies and Materials Total</b>	<b>14,336</b>	<b>29,100</b>	<b>23,150</b>	<b>23,150</b>	<b>(5,950)</b>
<b>Operations and Maintenance</b>					
445/540290 Operation of Automotive Equipment	3,424	9,700	10,000	10,000	300
<b>Operations and Maintenance Total</b>	<b>3,424</b>	<b>9,700</b>	<b>10,000</b>	<b>10,000</b>	<b>300</b>
<b>Contingency and Special Purposes</b>					
814/580380 Appropriation Adjustments		13,500			(13,500)
818/580033 Reimbursement to Designated Fund	26,938	53,876	53,876	53,876	
819/580420 Appropriation Transfer for Reimbursement from Designated Fund	(4,107)		(8,213)	(8,213)	(8,213)
883/580260 Cook County Administration	407,498	543,331	377,983	377,983	(165,348)
<b>Contingency and Special Purposes Total</b>	<b>430,330</b>	<b>610,707</b>	<b>423,646</b>	<b>423,646</b>	<b>(187,061)</b>
<b>Operating Funds Total</b>	<b>2,583,257</b>	<b>3,599,488</b>	<b>2,496,691</b>	<b>2,496,691</b>	<b>(1,102,797)</b>

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE  
 DEPARTMENT 570 - GIS FEE FUND

Job Code	Title	Grade	2014 FTE Pos.	Approved & Adopted Salaries	Department FTE Pos.	Request Salaries	President's FTE Pos.	Recommendation Salaries
01 GIS Fee Fund								
01 GIS Fee Fund - 5700801								
1114	Systems Analyst V	23	1.0	93,534				
1135	Project Leader- Data Systems	22	1.0	101,692				
2276	Technical Service Supervisor	21	1.0	70,309	1.0	61,450	1.0	61,450
1112	Systems Analyst III	20	1.0	85,213				
0050	Administrative Assistant IV	18	1.0	69,445				
6067	Storekeeper	17	1.0	66,325	1.0	67,666	1.0	67,666
0048	Administrative Assistant III	16	1.0	55,838				
3639	Investigator II	16	1.0	40,415				
0143	Accountant III	15	1.0	58,665	1.0	58,665	1.0	58,665
0047	Administrative Assistant II	14	2.0	115,448	2.0	117,258	2.0	117,258
0561	Real Estate Indexer III	14	1.0	54,567	1.0	54,567	1.0	54,567
0238	Cashier III (Recorder)	13	1.0	50,809	1.0	50,809	1.0	50,809
0562	Real Estate Indexer II	13	3.0	152,427	3.0	152,427	3.0	152,427
4858	Real Estate Indexer I	12	6.0	274,532	5.0	228,664	5.0	228,664
0563	Real Estate Indexer I	11	11.0	429,420	8.0	334,672	8.0	334,672
0907	Clerk V	11	1.0	37,599	1.0	39,444	1.0	39,444
4839	Clerk IV - County Clerk/Recorder of Deeds/Sheriff	11	2.0	70,821	1.0	42,711	1.0	42,711
4860	Microfilm Operator II-Recorder	11	1.0	42,460				
4856	Microfilm Operator II(Recorder)	10	1.0	39,822				
			38.0	\$1,909,341	25.0	\$1,208,333	25.0	\$1,208,333
<b>Total Salaries and Positions</b>			38.0	\$1,909,341	25.0	\$1,208,333	25.0	\$1,208,333
<b>Turnover Adjustment</b>				(57,280)		(36,250)		(36,250)
<b>Operating Funds Total</b>			38.0	\$1,852,061	25.0	\$1,172,083	25.0	\$1,172,083

PERSONAL SERVICES - SUMMARY OF POSITIONS BY GRADE  
DEPARTMENT 570 - GIS FEE FUND

Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
	FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
23	1.0	93,534				
22	1.0	101,692				
21	1.0	70,309	1.0	61,450	1.0	61,450
20	1.0	85,213				
18	1.0	69,445				
17	1.0	66,325	1.0	67,666	1.0	67,666
16	2.0	96,253				
15	1.0	58,665	1.0	58,665	1.0	58,665
14	3.0	170,015	3.0	171,825	3.0	171,825
13	4.0	203,236	4.0	203,236	4.0	203,236
12	6.0	274,532	5.0	228,664	5.0	228,664
11	15.0	580,300	10.0	416,827	10.0	416,827
10	1.0	39,822				
<b>Total Salaries and Positions</b>	<b>38.0</b>	<b>\$1,909,341</b>	<b>25.0</b>	<b>\$1,208,333</b>	<b>25.0</b>	<b>\$1,208,333</b>
<b>Turnover Adjustment</b>		<b>(57,280)</b>		<b>(36,250)</b>		<b>(36,250)</b>
<b>Operating Funds Total</b>	<b>38.0</b>	<b>\$1,852,061</b>	<b>25.0</b>	<b>\$1,172,083</b>	<b>25.0</b>	<b>\$1,172,083</b>

## DEPARTMENT OVERVIEW

### 571 RENTAL HOUSING SUPPORT FEE FUND

#### Mission

The Rental Housing Support Fee Fund was established to assist property owners with maintaining ownership of their properties by offering early warning notification to property owners whenever documents are filed that may affect ownership.

#### Mandates and Key Activities

- 55 ILCS 5/4-12002 (from Ch.34, par. 4-12002)

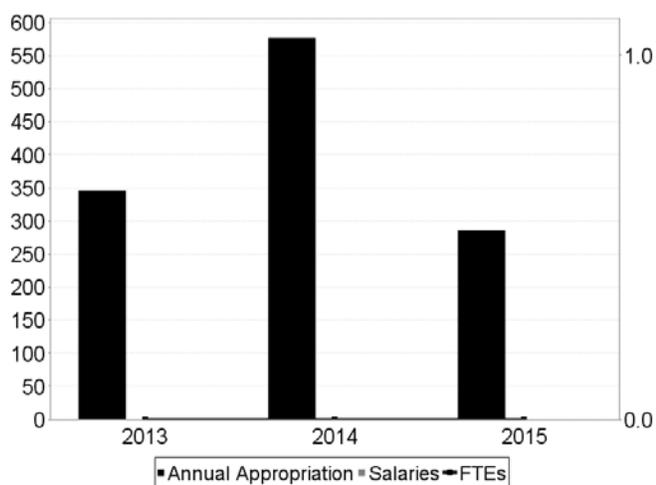
The recorder shall collect a fee, the Rental Housing Support Program State surcharge for the recordation of any real estate-related document. Payment of the Rental Housing Support Program State surcharge shall be evidenced by a receipt that shall be marked upon or otherwise affixed to the real estate-related document by the recorder. The form of this receipt shall be prescribed by the Department of Revenue and the receipts shall be issued by the Department of Revenue to each county recorder.

The recorder shall not collect the Rental Housing Support Program State surcharge from any State agency, any unit of local government or any school district.

A portion of the fee (\$1.00) is retained by the county in which it was collected to offset expenditures.

#### Discussion of 2014 Activities and 2015 Initiatives

Appropriations (\$ thousands)			
Fund Category	2013 Adopted	2014 Adjusted Appropriation	2015 Recommended
Special Purpose Funds	346.5	576.9	286.0
	Adopted	Adopted	Recommended
FTE Positions	0	0	0



DISTRIBUTION BY APPROPRIATION CLASSIFICATION  
DEPARTMENT 571 - RENTAL HOUSING SUPPORT FEE FUND

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
Contingency and Special Purposes					
818/580033 Reimbursement to Designated Fund	126,466	576,867	286,000	286,000	(290,867)
Contingency and Special Purposes Total	126,466	576,867	286,000	286,000	(290,867)
Operating Funds Total	126,466	576,867	286,000	286,000	(290,867)

# SECTION CONTENTS

- Bureau Summary of Appropriations and Positions
- Bureau Distribution By Appropriation Classification
- Department Overview
- Department Budget
  - Distribution By Appropriation Classification
  - Personal Services, Summary of Positions
  - Summary of Positions by Grade

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060 - County Treasurer	T - 4
534 - County Treasurer - Tax Sales Automation Fund	T - 8

BUREAU SUMMARY  
 COUNTY TREASURER

SUMMARY OF APPROPRIATIONS

Department and Title	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Corporate Fund</b>					
060 - County Treasurer	1,438,811	1,967,061	1,305,389	1,305,389	(661,672)
Corporate Fund Total	1,438,811	1,967,061	1,305,389	1,305,389	(661,672)
<b>Special Purpose Funds</b>					
534 - County Treasurer - Tax Sales Automation Fund	6,293,392	9,605,533	10,483,791	10,483,791	878,258
Special Purpose Funds Total	6,293,392	9,605,533	10,483,791	10,483,791	878,258
Total Appropriations	7,732,203	11,572,594	11,789,180	11,789,180	216,586

SUMMARY OF POSITIONS

Department and Title	2014 Approved Positions	Department Request	President's Recommendation	Difference
<b>Corporate Fund</b>				
060 - County Treasurer	26.0	17.0	17.0	(9.0)
Corporate Fund Total	26.0	17.0	17.0	(9.0)
<b>Special Purpose Funds</b>				
534 - County Treasurer - Tax Sales Automation Fund	66.0	72.0	72.0	6.0
Special Purpose Funds Total	66.0	72.0	72.0	6.0
Total Positions	92.0	89.0	89.0	(3.0)

DISTRIBUTION BY APPROPRIATION CLASSIFICATION  
COUNTY TREASURER

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Personal Services</b>					
110/501010 Salaries and Wages of Regular Employees	1,286,161	1,728,151	1,155,124	1,155,124	(573,027)
129/501300 Salaries and Wages of Seasonal Work Employees		2,000			(2,000)
170/501510 Mandatory Medicare Costs	11,212	14,984	16,752	16,752	1,768
185/501810 Professional and Technical Membership Fees	2,595	2,750	2,800	2,800	50
186/501860 Training Programs for Staff Personnel		1,500	1,500	1,500	
190/501970 Transportation and Other Travel Expenses for Employees		100			(100)
<b>Personal Services Total</b>	<b>1,299,968</b>	<b>1,749,485</b>	<b>1,176,176</b>	<b>1,176,176</b>	<b>(573,309)</b>
<b>Contractual Services</b>					
214/520030 Armored Car Service	3,418	3,500	3,500	3,500	
217/520100 Transportation for Specific Activities and Purposes		97	100	100	3
220/520150 Communication Services	15,036	22,864	23,197	23,197	333
241/520491 Internal Graphics and Reproduction Services	2,065	2,065			(2,065)
242/520550 Surveys, Operations and Reports	4,991	7,500	10,000	10,000	2,500
245/520610 Advertising For Specific Purposes	1,278	1,500			(1,500)
246/520650 Imaging of Records		97			(97)
250/520730 Premiums on Fidelity, Surety Bonds and Public Liability	11,678	30,500	12,500	12,500	(18,000)
261/520890 Legal Fees Regarding Labor Matters		27,935	30,000	30,000	2,065
<b>Contractual Services Total</b>	<b>38,466</b>	<b>96,058</b>	<b>79,297</b>	<b>79,297</b>	<b>(16,761)</b>
<b>Supplies and Materials</b>					
320/530100 Wearing Apparel	1,754	2,700	2,500	2,500	(200)
350/530600 Office Supplies	14,165	15,000	10,000	10,000	(5,000)
353/530640 Books, Periodicals, Publications, Archives and Data Services	2,560	4,931	3,600	3,600	(1,331)
353/530675 County Wide Lexis-Nexis Contract			1,331	1,331	1,331
355/530700 Photographic and Reproduction Supplies		291	300	300	9
388/531650 Computer Operation Supplies	100	485	500	500	15
<b>Supplies and Materials Total</b>	<b>18,579</b>	<b>23,407</b>	<b>18,231</b>	<b>18,231</b>	<b>(5,176)</b>
<b>Operations and Maintenance</b>					
440/540130 Maintenance and Repair of Office Equipment	3,805	9,800	9,800	9,800	
441/540170 Maintenance and Repair of Data Processing Equipment and Software		7,560	7,560	7,560	
445/540290 Operation of Automotive Equipment	8,669	10,908	7,300	7,300	(3,608)
<b>Operations and Maintenance Total</b>	<b>12,474</b>	<b>28,268</b>	<b>24,660</b>	<b>24,660</b>	<b>(3,608)</b>
<b>Rental and Leasing</b>					
630/550010 Rental of Office Equipment	69,323	69,843			(69,843)
630/550018 County Wide Canon Photocopier Lease			7,025	7,025	7,025
<b>Rental and Leasing Total</b>	<b>69,323</b>	<b>69,843</b>	<b>7,025</b>	<b>7,025</b>	<b>(62,818)</b>
<b>Operating Funds Total</b>	<b>1,438,811</b>	<b>1,967,061</b>	<b>1,305,389</b>	<b>1,305,389</b>	<b>(661,672)</b>

DISTRIBUTION BY APPROPRIATION CLASSIFICATION  
COUNTY TREASURER - SPECIAL PURPOSE FUNDS

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Personal Services</b>					
110/501010 Salaries and Wages of Regular Employees	3,725,073	5,075,834	5,363,794	5,363,794	287,960
120/501210 Overtime Compensation		10,000	10,000	10,000	
129/501300 Salaries and Wages of Seasonal Work Employees	93,179	229,200	187,200	187,200	(42,000)
170/501510 Mandatory Medicare Costs	53,116	79,829	80,635	80,635	806
174/501570 Pension	529,184	705,579	746,937	746,937	41,358
175/501590 Life Insurance Program	7,357	12,837	13,305	13,305	468
176/501610 Health Insurance	470,450	868,875	799,361	799,361	(69,514)
177/501640 Dental Insurance Plan	18,685	30,375	32,596	32,596	2,221
179/501690 Vision Care Insurance	4,649	7,591	8,250	8,250	659
181/501715 Group Pharmacy Insurance			137,128	137,128	137,128
183/501770 Seminars for Professional Employees		2,000	2,000	2,000	
185/501810 Professional and Technical Membership Fees	265	3,215	3,730	3,730	515
186/501860 Training Programs for Staff Personnel	33,092	35,000	22,500	22,500	(12,500)
190/501970 Transportation and Other Travel Expenses for Employees		100	100	100	
<b>Personal Services Total</b>	<b>4,935,049</b>	<b>7,060,435</b>	<b>7,407,536</b>	<b>7,407,536</b>	<b>347,101</b>
<b>Contractual Services</b>					
240/520490 External Graphics and Reproduction Services	2,721	514,100	530,000	530,000	15,900
245/520610 Advertising For Specific Purposes		3,395	3,500	3,500	105
260/520830 Professional and Managerial Services	539,623	761,450	1,235,000	1,235,000	473,550
<b>Contractual Services Total</b>	<b>542,344</b>	<b>1,278,945</b>	<b>1,768,500</b>	<b>1,768,500</b>	<b>489,555</b>
<b>Supplies and Materials</b>					
350/530600 Office Supplies	5,461	20,370	21,000	21,000	630
353/530640 Books, Periodicals, Publications, Archives and Data Services	185	5,000	5,700	5,700	700
388/531650 Computer Operation Supplies	26,778	145,015	150,700	150,700	5,685
<b>Supplies and Materials Total</b>	<b>32,425</b>	<b>170,385</b>	<b>177,400</b>	<b>177,400</b>	<b>7,015</b>
<b>Operations and Maintenance</b>					
441/540170 Maintenance and Repair of Data Processing Equipment and Software	341,109	488,538	463,538	463,538	(25,000)
441/540172 County Wide Contract for Maintenance of Data Processing Equipment			25,000	25,000	25,000
<b>Operations and Maintenance Total</b>	<b>341,109</b>	<b>488,538</b>	<b>488,538</b>	<b>488,538</b>	
<b>Capital Equipment and Improvements</b>					
530/560510 Office Furnishings and Equipment		9,700	9,000	9,000	(700)
570/560440 Telecommunications Equipment		15,714			(15,714)
579/560450 Computer Equipment	243,604	265,246	294,250	294,250	29,004
<b>Capital Equipment and Improvements Total</b>	<b>243,604</b>	<b>290,660</b>	<b>303,250</b>	<b>303,250</b>	<b>12,590</b>
<b>Rental and Leasing</b>					
630/550010 Rental of Office Equipment	6,812	6,843	75,000	75,000	68,157
630/550018 County Wide Canon Photocopier Lease			7,500	7,500	7,500
<b>Rental and Leasing Total</b>	<b>6,812</b>	<b>6,843</b>	<b>82,500</b>	<b>82,500</b>	<b>75,657</b>
<b>Contingency and Special Purposes</b>					
814/580380 Appropriation Adjustments		53,660			(53,660)
818/580033 Reimbursement to Designated Fund			1,009,890	1,009,890	1,009,890
819/580420 Appropriation Transfer for Reimbursement from Designated Fund			(1,009,890)	(1,009,890)	(1,009,890)
883/580260 Cook County Administration	192,050	256,067	256,067	256,067	
<b>Contingency and Special Purposes Total</b>	<b>192,050</b>	<b>309,727</b>	<b>256,067</b>	<b>256,067</b>	<b>(53,660)</b>
<b>Operating Funds Total</b>	<b>6,293,392</b>	<b>9,605,533</b>	<b>10,483,791</b>	<b>10,483,791</b>	<b>878,258</b>

DEPARTMENT OVERVIEW  
060 COUNTY TREASURER

Mission

The County Treasurer's Office collects, safeguards, invests and disburses property tax funds.

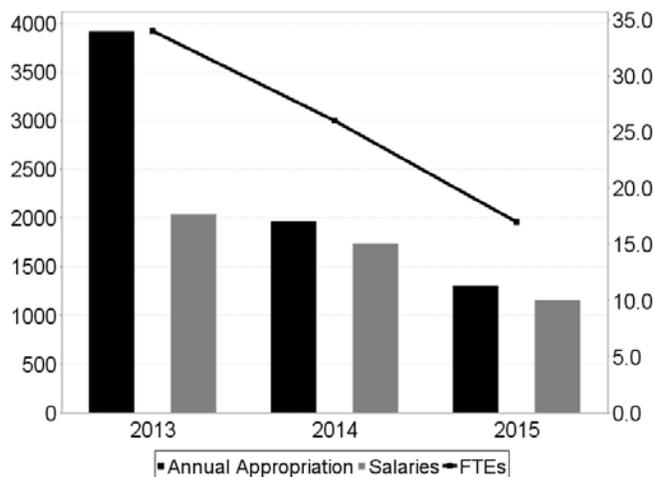
Mandates and Key Activities

- Prints and mails Property Tax Bills (Current & Prior)
- Collects Property Tax payments (Current & Prior)
- Distributes Property Taxes to approximately 2,200 Taxing Bodies
- Collects and safeguard court ordered deposits
- Conducts tax sale for delinquent taxes (Annual & Scavenger)
- Collects delinquent special assessments
- Refunds duplicate/overpayments on Property Taxes
- Processes court ordered refunds
- Discloses taxing district debts

Discussion of 2014 Activities and 2015 Initiatives

The Treasurer's office is currently creating electronic warrant books to replace physical books. To encourage transparency and efficiency it is also working to scan documents to enable staff to access electronically and reduce paper. Additionally, it is upgrading existing server environment on a new platform and creating an internal Central Repository for all PIN related information.

Appropriations (\$ thousands)			
Fund Category	2013 Adopted	2014 Adjusted Appropriation	2015 Recommended
Corporate Fund	3,917.5	1,967.1	1,305.4
	Adopted	Adopted	Recommended
FTE Positions	34.0	26.0	17.0



STAR Goals/Key Performance Indicators

★Decreasing headcount: In FY 2013 the Treasurer's Office decreased the number of full time equivalent (FTE) employees from 250 in 1998 to 106 a decrease of 58%. To continue cost-savings measures, the Treasurer's office will

decrease the FTE count to 92 in FY 2014 as savings of 63%.

- ★Decreasing the number of duplicate and overpayments due to STOPS: STOPS was designed to prevent duplicates and overpayments by ensuring that only the legally responsible party submits payment. To date the measure prevented approximately 41,000 payments from being double paid, normally resulting in refunds. STOPS will ultimately educate the taxpayer and we will see a reduction in the quantity of STOPS, and double-paid property taxes.
- ★Increase taxpayer convenience: By providing taxpayers with the option to pay online, at nearby Chase Bank, or at participating Community Bank locations, they no longer have to mail in payments, or come to our location and make a payment.

STAR Performance Data			
Performance Indicator	FY 2013	FY 2014 Projected YE	FY 2015 Target
Decrease Headcount	109	106	92
Duplicate payments intercepted before they were accepted as a result of STOPS	6,941	18,500	16,000
Online Taxpayer Payments	312,863	400,000	405,000

Programs

Taxpayer Convenience – Payments

- Nearly 400 Chase Branches
- Online Payments
- Community Banking Program – 194 Community bank branches

Taxpayer Convenience – Information

- Web site – [cookcountytreasurer.com](http://cookcountytreasurer.com): Check Payment Status, Search for a Refund, Search Taxing Districts' Financial Statements and Disclosures, and check 3-year exemption history.
- Automated Phone System – English • Spanish • Polish – 312.443.5100: Check Payment Status, Search for a Refund, and get General Information.
- E-Mail System – Customer Relationship Management System: Email Responses to Taxpayer Inquiries.

DISTRIBUTION BY APPROPRIATION CLASSIFICATION  
DEPARTMENT 060 - COUNTY TREASURER

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Personal Services</b>					
110/501010 Salaries and Wages of Regular Employees	1,286,161	1,728,151	1,155,124	1,155,124	(573,027)
129/501300 Salaries and Wages of Seasonal Work Employees		2,000			(2,000)
170/501510 Mandatory Medicare Costs	11,212	14,984	16,752	16,752	1,768
185/501810 Professional and Technical Membership Fees	2,595	2,750	2,800	2,800	50
186/501860 Training Programs for Staff Personnel		1,500	1,500	1,500	
190/501970 Transportation and Other Travel Expenses for Employees		100			(100)
<b>Personal Services Total</b>	<b>1,299,968</b>	<b>1,749,485</b>	<b>1,176,176</b>	<b>1,176,176</b>	<b>(573,309)</b>
<b>Contractual Services</b>					
214/520030 Armored Car Service	3,418	3,500	3,500	3,500	
217/520100 Transportation for Specific Activities and Purposes		97	100	100	3
220/520150 Communication Services	15,036	22,864	23,197	23,197	333
241/520491 Internal Graphics and Reproduction Services	2,065	2,065			(2,065)
242/520550 Surveys, Operations and Reports	4,991	7,500	10,000	10,000	2,500
245/520610 Advertising For Specific Purposes	1,278	1,500			(1,500)
246/520650 Imaging of Records		97			(97)
250/520730 Premiums on Fidelity, Surety Bonds and Public Liability	11,678	30,500	12,500	12,500	(18,000)
261/520890 Legal Fees Regarding Labor Matters		27,935	30,000	30,000	2,065
<b>Contractual Services Total</b>	<b>38,466</b>	<b>96,058</b>	<b>79,297</b>	<b>79,297</b>	<b>(16,761)</b>
<b>Supplies and Materials</b>					
320/530100 Wearing Apparel	1,754	2,700	2,500	2,500	(200)
350/530600 Office Supplies	14,165	15,000	10,000	10,000	(5,000)
353/530640 Books, Periodicals, Publications, Archives and Data Services	2,560	4,931	3,600	3,600	(1,331)
353/530675 County Wide Lexis-Nexis Contract			1,331	1,331	1,331
355/530700 Photographic and Reproduction Supplies		291	300	300	9
388/531650 Computer Operation Supplies	100	485	500	500	15
<b>Supplies and Materials Total</b>	<b>18,579</b>	<b>23,407</b>	<b>18,231</b>	<b>18,231</b>	<b>(5,176)</b>
<b>Operations and Maintenance</b>					
440/540130 Maintenance and Repair of Office Equipment	3,805	9,800	9,800	9,800	
441/540170 Maintenance and Repair of Data Processing Equipment and Software		7,560	7,560	7,560	
445/540290 Operation of Automotive Equipment	8,669	10,908	7,300	7,300	(3,608)
<b>Operations and Maintenance Total</b>	<b>12,474</b>	<b>28,268</b>	<b>24,660</b>	<b>24,660</b>	<b>(3,608)</b>
<b>Rental and Leasing</b>					
630/550010 Rental of Office Equipment	69,323	69,843			(69,843)
630/550018 County Wide Canon Photocopier Lease			7,025	7,025	7,025
<b>Rental and Leasing Total</b>	<b>69,323</b>	<b>69,843</b>	<b>7,025</b>	<b>7,025</b>	<b>(62,818)</b>
<b>Operating Funds Total</b>	<b>1,438,811</b>	<b>1,967,061</b>	<b>1,305,389</b>	<b>1,305,389</b>	<b>(661,672)</b>

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE  
DEPARTMENT 060 - COUNTY TREASURER

Job Code	Title	Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
			FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
01 Executive Division								
01 Executive - 0601228								
0008	County Treasurer	SEL	1.0	105,000	1.0	105,000	1.0	105,000
			1.0	\$105,000	1.0	\$105,000	1.0	\$105,000
02 Finance Division								
01 Administration - 0601231								
0108	Deputy County Treasurer	24	1.0	151,131	1.0	151,131	1.0	151,131
0292	Administrative Analyst II	19	1.0	72,364	1.0	73,822	1.0	73,822
			2.0	\$223,495	2.0	\$224,953	2.0	\$224,953
04 General Office Supplies - 0601234								
0291	Administrative Analyst I	17	2.0	134,635	2.0	137,554	2.0	137,554
4803	File Manager II	15	1.0	55,272	1.0	55,658	1.0	55,658
			3.0	\$189,907	3.0	\$193,212	3.0	\$193,212
03 Collection Division								
03 Budget and Purchasing - 0601241								
0202	Budget Analyst II	17	1.0	62,208	1.0	63,457	1.0	63,457
			1.0	\$62,208	1.0	\$63,457	1.0	\$63,457
05 Office Services Division								
02 Taxpayer Assistance - 0601251								
0291	Administrative Analyst I	17	1.0	65,893				
0048	Administrative Assistant III	16	4.0	241,671	4.0	241,671	4.0	241,671
0852	Information Supervisor	16	1.0	60,836				
4692	Tax Information Representative III	15	1.0	58,665	1.0	58,665	1.0	58,665
4694	Tax Services Supervisor II	15	1.0	47,381				
			8.0	\$474,446	5.0	\$300,336	5.0	\$300,336
04 Refunds - 0601253								
0048	Administrative Assistant III	16	4.0	257,068	2.0	111,755	2.0	111,755
4694	Tax Services Supervisor II	15	2.0	112,237	1.0	56,456	1.0	56,456
			6.0	\$369,305	3.0	\$168,211	3.0	\$168,211
06 Legal Division								
01 Administration - 0600616								
0057	Director of Communications	24	1.0	119,000				
			1.0	\$119,000				
03 Legal Department - 0600618								
0050	Administrative Assistant IV	18	1.0	71,727	1.0	75,405	1.0	75,405
0048	Administrative Assistant III	16	1.0	60,275	1.0	60,275	1.0	60,275
			2.0	\$132,002	2.0	\$135,680	2.0	\$135,680
07 Outreach Program and Services (TOPS)								
02 Ethnic Affairs/Senior Citizens Outreach Program - 0600702								
0852	Information Supervisor	16	1.0	62,762				
			1.0	\$62,762				
03 Community Programs - 0600703								
4692	Tax Information Representative III	15	1.0	53,175				
			1.0	\$53,175				
<b>Total Salaries and Positions</b>			<b>26.0</b>	<b>\$1,791,300</b>	<b>17.0</b>	<b>\$1,190,849</b>	<b>17.0</b>	<b>\$1,190,849</b>
<b>Turnover Adjustment</b>				<b>(53,738)</b>		<b>(35,725)</b>		<b>(35,725)</b>
<b>Operating Funds Total</b>			<b>26.0</b>	<b>\$1,737,562</b>	<b>17.0</b>	<b>\$1,155,124</b>	<b>17.0</b>	<b>\$1,155,124</b>

PERSONAL SERVICES - SUMMARY OF POSITIONS BY GRADE  
DEPARTMENT 060 - COUNTY TREASURER

Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
	FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
SEL	1.0	105,000	1.0	105,000	1.0	105,000
24	2.0	270,131	1.0	151,131	1.0	151,131
19	1.0	72,364	1.0	73,822	1.0	73,822
18	1.0	71,727	1.0	75,405	1.0	75,405
17	4.0	262,736	3.0	201,011	3.0	201,011
16	11.0	682,612	7.0	413,701	7.0	413,701
15	6.0	326,730	3.0	170,779	3.0	170,779
<b>Total Salaries and Positions</b>	<b>26.0</b>	<b>\$1,791,300</b>	<b>17.0</b>	<b>\$1,190,849</b>	<b>17.0</b>	<b>\$1,190,849</b>
Turnover Adjustment		(53,738)		(35,725)		(35,725)
<b>Operating Funds Total</b>	<b>26.0</b>	<b>\$1,737,562</b>	<b>17.0</b>	<b>\$1,155,124</b>	<b>17.0</b>	<b>\$1,155,124</b>

DEPARTMENT OVERVIEW

534 COUNTY TREASURER - TAX SALES AUTOMATION FUND

Mission

The Treasurer’s Office collects, safeguards, invests and disburses property tax funds.

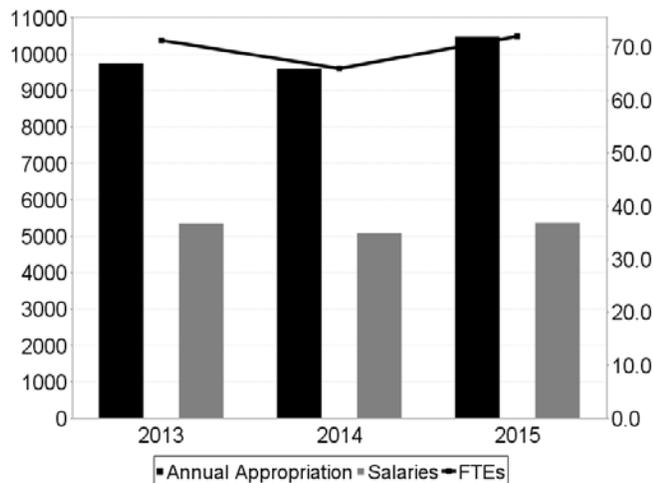
Mandates and Key Activities

- Prints and mails property tax bills (Current & Prior)
- Collects property tax payments (Current & Prior)
- Distributes property taxes to approximately 2,200 taxing bodies
- Collects and safeguards court ordered deposits
- Conducts tax sale for delinquent taxes (Annual & Scavenger)
- Collects delinquent special assessments
- Refunds duplicate/overpayments on property taxes
- Processes court ordered refunds
- Discloses taxing district debts

Discussion of 2014 Activities and 2015 Initiatives

The Treasurer is creating electronic warrant books to replace physical books, scanning documents to enable staff to access electronically and reduce paper, upgrading existing server environment on a new platform and creating an internal Central Repository for all PIN related information.

Appropriations (\$ thousands)			
Fund Category	2013 Adopted	2014 Adjusted Appropriation	2015 Recommended
Special Purpose Funds	9,750.0	9,605.5	10,483.8
	Adopted	Adopted	Recommended
FTE Positions	71.2	66.0	72.0



STAR Goals/Key Performance Indicators

★Decrease Headcount: In FY13 the Treasurer’s Office decreased the number of full time equivalent (FTE) employees from 250 in 1998 to 106, a decrease of 58%. To continue cost-savings measures, the Treasurer’s office will decrease the FTE count to 92 in FY2014, a savings of 63%.

- ★Decrease the number of duplicate and overpayments due to STOPS: STOPS was designed to prevent duplicate and overpayments by ensuring that only the legally responsible party submits payment. To date the measure prevented approximately 41,000 payments from being double paid, normally resulting in refunds. STOPS will ultimately educate the taxpayer and we will see a reduction in the quantity of STOPS, and double-paid property taxes.
- ★Increase Taxpayer Convenience: By providing taxpayers with the option to pay online, at nearby Chase Bank, or at participating Community Bank locations, they no longer have to mail in payments, or come to our location and make a payment.

STAR Performance Data			
Performance Indicator	FY 2013	FY 2014 Projected YE	FY 2015 Target
Decrease Headcount	109	106	92
Duplicate payments intercepted before they were accepted as a result of STOPS	6,941	18,500	16,000
Online Taxpayer Payments	312,863	400,000	405,000

Programs

Taxpayer Convenience – Payments

- Nearly 400 Chase Branches
- Online Payments
- Community Banking Program – 194 Community bank branches

Taxpayer Convenience – Information

- Web site – cookcountytreasurer.com: Check Payment Status, Search for a Refund, Search Taxing Districts’ Financial Statements and Disclosures, and check 3-year exemption history.
- Automated Phone System – English • Spanish • Polish – 312.443.5100: Check Payment Status, Search for a Refund, and get General Information.
- E-Mail System – Customer Relationship Management System: Email Responses to Taxpayer Inquiries.

DISTRIBUTION BY APPROPRIATION CLASSIFICATION

DEPARTMENT 534 - COUNTY TREASURER - TAX SALES AUTOMATION FUND

Account	2014 Expend. As Of 09-30-14	2014 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Personal Services</b>					
110/501010 Salaries and Wages of Regular Employees	3,725,073	5,075,834	5,363,794	5,363,794	287,960
120/501210 Overtime Compensation		10,000	10,000	10,000	
129/501300 Salaries and Wages of Seasonal Work Employees	93,179	229,200	187,200	187,200	(42,000)
170/501510 Mandatory Medicare Costs	53,116	79,829	80,635	80,635	806
174/501570 Pension	529,184	705,579	746,937	746,937	41,358
175/501590 Life Insurance Program	7,357	12,837	13,305	13,305	468
176/501610 Health Insurance	470,450	868,875	799,361	799,361	(69,514)
177/501640 Dental Insurance Plan	18,685	30,375	32,596	32,596	2,221
179/501690 Vision Care Insurance	4,649	7,591	8,250	8,250	659
181/501715 Group Pharmacy Insurance			137,128	137,128	137,128
183/501770 Seminars for Professional Employees		2,000	2,000	2,000	
185/501810 Professional and Technical Membership Fees	265	3,215	3,730	3,730	515
186/501860 Training Programs for Staff Personnel	33,092	35,000	22,500	22,500	(12,500)
190/501970 Transportation and Other Travel Expenses for Employees		100	100	100	
<b>Personal Services Total</b>	<b>4,935,049</b>	<b>7,060,435</b>	<b>7,407,536</b>	<b>7,407,536</b>	<b>347,101</b>
<b>Contractual Services</b>					
240/520490 External Graphics and Reproduction Services	2,721	514,100	530,000	530,000	15,900
245/520610 Advertising For Specific Purposes		3,395	3,500	3,500	105
260/520830 Professional and Managerial Services	539,623	761,450	1,235,000	1,235,000	473,550
<b>Contractual Services Total</b>	<b>542,344</b>	<b>1,278,945</b>	<b>1,768,500</b>	<b>1,768,500</b>	<b>489,555</b>
<b>Supplies and Materials</b>					
350/530600 Office Supplies	5,461	20,370	21,000	21,000	630
353/530640 Books, Periodicals, Publications, Archives and Data Services	185	5,000	5,700	5,700	700
388/531650 Computer Operation Supplies	26,778	145,015	150,700	150,700	5,685
<b>Supplies and Materials Total</b>	<b>32,425</b>	<b>170,385</b>	<b>177,400</b>	<b>177,400</b>	<b>7,015</b>
<b>Operations and Maintenance</b>					
441/540170 Maintenance and Repair of Data Processing Equipment and Software	341,109	488,538	463,538	463,538	(25,000)
441/540172 County Wide Contract for Maintenance of Data Processing Equipment			25,000	25,000	25,000
<b>Operations and Maintenance Total</b>	<b>341,109</b>	<b>488,538</b>	<b>488,538</b>	<b>488,538</b>	
<b>Capital Equipment and Improvements</b>					
530/560510 Office Furnishings and Equipment		9,700	9,000	9,000	(700)
570/560440 Telecommunications Equipment		15,714			(15,714)
579/560450 Computer Equipment	243,604	265,246	294,250	294,250	29,004
<b>Capital Equipment and Improvements Total</b>	<b>243,604</b>	<b>290,660</b>	<b>303,250</b>	<b>303,250</b>	<b>12,590</b>
<b>Rental and Leasing</b>					
630/550010 Rental of Office Equipment	6,812	6,843	75,000	75,000	68,157
630/550018 County Wide Canon Photocopier Lease			7,500	7,500	7,500
<b>Rental and Leasing Total</b>	<b>6,812</b>	<b>6,843</b>	<b>82,500</b>	<b>82,500</b>	<b>75,657</b>
<b>Contingency and Special Purposes</b>					
814/580380 Appropriation Adjustments		53,660			(53,660)
818/580033 Reimbursement to Designated Fund			1,009,890	1,009,890	1,009,890
819/580420 Appropriation Transfer for Reimbursement from Designated Fund			(1,009,890)	(1,009,890)	(1,009,890)
883/580260 Cook County Administration	192,050	256,067	256,067	256,067	
<b>Contingency and Special Purposes Total</b>	<b>192,050</b>	<b>309,727</b>	<b>256,067</b>	<b>256,067</b>	<b>(53,660)</b>
<b>Operating Funds Total</b>	<b>6,293,392</b>	<b>9,605,533</b>	<b>10,483,791</b>	<b>10,483,791</b>	<b>878,258</b>

PERSONAL SERVICES - SUMMARY OF POSITIONS BY BUSINESS UNIT AND JOB CODE  
DEPARTMENT 534 - COUNTY TREASURER - TAX SALES AUTOMATION FUND

Job Code	Title	Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
			FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
01 Information and Technology Division								
01 Administration - 5341897								
1133	Chief Information Officer	24	1.0	151,130	1.0	151,130	1.0	151,130
0107	First Deputy Treasurer	24	1.0	116,242	1.0	116,242	1.0	116,242
0108	Deputy County Treasurer	24	1.0	151,130	1.0	151,130	1.0	151,130
0120	Chief Financial Officer	24	1.0	145,083	1.0	145,083	1.0	145,083
0186	Cash Management Director	24	1.0	145,083	1.0	145,083	1.0	145,083
0193	Data Services Administrator	24	1.0	125,000	1.0	135,000	1.0	135,000
0745	Chief General Counsel	24	1.0	151,130	1.0	151,130	1.0	151,130
1035	Deputy Chief Legal Counsel - Treasurer	24	1.0	130,000	1.0	130,000	1.0	130,000
1134	Manager-Computer Software Programming	24			1.0	115,689	1.0	115,689
0813	Project Leader-Midrange Systems	23	4.0	340,664	3.0	290,263	3.0	290,263
0113	Director Financial Control IV	24	1.0	133,000	1.0	133,000	1.0	133,000
0112	Director of Financial Control III	23	1.0	96,265	1.0	85,407	1.0	85,407
1114	Systems Analyst V	23	9.0	823,169	8.0	757,088	8.0	757,088
1137	Manager-Systems Development	23	1.0	114,341	1.0	114,342	1.0	114,342
4696	Special Assistant to Department Head - Attorney	23	1.0	103,743	1.0	93,424	1.0	93,424
1108	Programmer IV	22	1.0	69,453	1.0	70,852	1.0	70,852
1135	Project Leader- Data Systems	22	1.0	90,670	1.0	92,489	1.0	92,489
0293	Administrative Analyst III	21	2.0	178,760	2.0	182,351	2.0	182,351
1113	Systems Analyst IV	21	2.0	182,624	2.0	160,962	2.0	160,962
0051	Administrative Assistant V	20	1.0	78,512	1.0	71,829	1.0	71,829
0110	Director of Financial Control I	20	1.0	58,170	1.0	55,892	1.0	55,892
1112	Systems Analyst III	20	1.0	81,344	1.0	82,884	1.0	82,884
0145	Accountant V	19	2.0	122,695	2.0	125,163	2.0	125,163
0292	Administrative Analyst II	19	2.0	124,773	3.0	217,354	3.0	217,354
1115	System Software Programmer II	19	2.0	155,826	1.0	50,837	1.0	50,837
0050	Administrative Assistant IV	18	2.0	138,315	2.0	144,856	2.0	144,856
0144	Accountant IV	17	1.0	61,221	1.0	62,449	1.0	62,449
0291	Administrative Analyst I	17	5.0	316,316	10.0	566,632	10.0	566,632
0380	Divisions Supervisor II	17	1.0	68,595	1.0	69,974	1.0	69,974
0705	Personnel Analyst III	17	1.0	64,991	1.0	66,301	1.0	66,301
0048	Administrative Assistant III	16	8.0	454,131	8.0	447,545	8.0	447,545
0231	Cashier Division Supervisor II	16	1.0	63,632	1.0	40,415	1.0	40,415
0361	Tax Collection Supervisor III	16	1.0	46,840				
0852	Information Supervisor	16			2.0	127,339	2.0	127,339
0143	Accountant III	15	4.0	207,670	4.0	207,504	4.0	207,504
0370	Tax Examiner V	15	2.0	109,305	2.0	94,278	2.0	94,278
4692	Tax Information Representative III	15			1.0	54,247	1.0	54,247
			66.0	\$5,399,823	72.0	\$5,706,164	72.0	\$5,706,164
<b>Total Salaries and Positions</b>			66.0	\$5,399,823	72.0	\$5,706,164	72.0	\$5,706,164
<b>Turnover Adjustment</b>				(323,989)		(342,370)		(342,370)
<b>Operating Funds Total</b>			66.0	\$5,075,834	72.0	\$5,363,794	72.0	\$5,363,794

PERSONAL SERVICES - SUMMARY OF POSITIONS BY GRADE  
DEPARTMENT 534 - COUNTY TREASURER - TAX SALES AUTOMATION FUND

Grade	2014 Approved & Adopted		Department Request		President's Recommendation	
	FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
24	9.0	1,247,798	10.0	1,373,487	10.0	1,373,487
23	16.0	1,478,182	14.0	1,340,524	14.0	1,340,524
22	2.0	160,123	2.0	163,341	2.0	163,341
21	4.0	361,384	4.0	343,313	4.0	343,313
20	3.0	218,026	3.0	210,605	3.0	210,605
19	6.0	403,294	6.0	393,354	6.0	393,354
18	2.0	138,315	2.0	144,856	2.0	144,856
17	8.0	511,123	13.0	765,356	13.0	765,356
16	10.0	564,603	11.0	615,299	11.0	615,299
15	6.0	316,975	7.0	356,029	7.0	356,029
<b>Total Salaries and Positions</b>	<b>66.0</b>	<b>\$5,399,823</b>	<b>72.0</b>	<b>\$5,706,164</b>	<b>72.0</b>	<b>\$5,706,164</b>
Turnover Adjustment		(323,989)		(342,370)		(342,370)
<b>Operating Funds Total</b>	<b>66.0</b>	<b>\$5,075,834</b>	<b>72.0</b>	<b>\$5,363,794</b>	<b>72.0</b>	<b>\$5,363,794</b>