

WARREN COUNTY CLERK - 2025 MORTGAGE TAX EXPENSE RETENTION JUSTIFICATION

PART I: COUNTY CLERK EXPENSES

A.	AVERAGE HOURLY RATE OF COUNTER MORTGAGE TAX CLERKS		\$ 24.31
	FRINGE BENEFITS (W.Comp, S.Sec, Retirement, Health)		\$ 13.13
	TOTAL HOURLY		\$ 37.44

AN AVERAGE OF 7 EMPLOYEES PER DAY AT 15% = 37 HOURS PER WORK WEEK X 52 WEEKS = 1911 EMPLOYEE HOURS PER YEAR X \$31.24/HOUR			\$ 71,544.90
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		<u>PERCENT ALLOCATED</u>			
B.	COUNTY CLERK	15%	ANNUAL SALARY	\$ 96,081.00	
			FRINGE BENEFITS	\$ 36,404.65	
			TOTAL	\$ 132,485.65	\$ 19,872.85
	PRINCIPAL LEGAL CLERK	70%	ANNUAL SALARY	\$ 63,830.00	
			FRINGE BENEFITS	\$ 35,301.15	
			TOTAL	\$ 99,131.15	\$ 69,391.80
					\$ 89,264.65
				TOTAL (A + B)	\$ 160,809.55

OTHER ASSOCIATED COSTS

C.	33% OF IQS CONTRACT (COMPUTER SOFTWARE/MAINTENANCE) (\$86,400.00)		\$ 28,512.00	
D.	OFFICE SUPPLIES & EQUIPMENT INCLUDING BUT NOT LIMITED TO COMPUTER PRINTER SUPPLIES, PAPER, POSTAGE & TELEPHONE SERVICES. (33%) (\$25,521.08)		\$ 8,421.96	
E.	INDIRECT COSTS (33%) (Based on 2022 Allocation-Audit Office)		\$ -	
			TOTAL (C + D + E)	\$ 36,933.96
			TOTAL ALL COSTS	\$ 197,743.51

2025 PROJECTON @ AN INCREASE:

	<u>MONTHLY</u>	<u>ANNUAL</u>
2024 PROJECTED MONTHLY INCREASE IN 12 MONTH INCREMENTS	\$ 16,478.63	\$ 197,743.51
CURRENT MONTHLY MORTGAGE TAX EXPENSE REVENUE	\$ -	\$ -
INCREASE PROJECTION.....	\$ 16,478.63	\$ 197,743.51

Explanations:

- ① Employee Salaries & Fringe Benefit Calculations worksheet attached. Based on 2024 budgeted salaries.