

**FUND  
COST CENTER**

GENERAL FUND - 1001



District No. 2 - 920



**FISCAL YEAR**

2025-2026

## **County Officer's Annual Report**

For Oklahoma County Only

*Please Read Carefully*

This form is designed for use by all INDEPENDENT OFFICES AND AGENCIES including the following

COUNTY COMMISSIONERS - 120

COUNTY ASSESSOR - 130

COUNTY ASSESSOR VISUAL INSPECTION - 140

COUNTY TREASURER - 150

COURT CLERK - 160

COUNTY CLERK - 170

EXCISE & EQUALIZATION BOARD - 180

DISTRICT ATTORNEY STATE - 200

DISTRICT ATTORNEY COUNTY - 210

ELECTION BOARD - 250

COUNTY SHERIFF - 510

SA& I No. 1161 (2000)

4/9/2025, 9:02 AM

Reviewed by the Finance Division, Office of the Oklahoma County Clerk



Office of: Board of County Commissioners

Oklahoma County, Oklahoma  
ANNUAL REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2025  
AND ESTIMATE OF NEEDS FOR THE ENSUING FISCAL YEAR

To The Honorable Board of County Commissioners  
and the County Excise Board

I, Brian Maughan, the duly qualified and acting  
County and State aforesaid, do hereby certify that the following is a true and correct report of expenditures of this office during  
the fiscal year just closed with an estimate of my actual needs for the ensuing fiscal year.

County Commissioner

REPORT OF PRIOR EXPENDITURES AND ESTIMATE OF NEEDS

CLASSIFICATION Items of Expense	Net Amount Appropriations By Excise Board	Warrants Issued	Reserves	Determined Unencumbered By Officer	Estimate of Needs
Salaries and Wages	240,675.00	87,769.97	152,905.03	0.00	255,675.00
Fringe Benefits	46,128.00	15,159.12	30,968.88	0.00	50,240.00
Travel	5,000.00	311.97	4,688.03	0.00	5,000.00
Operating Expense	37,000.00	10,018.62	26,981.38	0.00	122,000.00
Capital Outlay	4,000.00	0.00	4,000.00	0.00	4,000.00
<b>Total</b>	<b>\$332,803.00</b>	<b>\$113,260.00</b>	<b>\$219,543.00</b>	<b>\$0.00</b>	<b>\$436,915.00</b>

SET OUT BELOW ANY DETAIL DEEMED ESSENTIAL TO EXPLAIN ESTIMATE FOR ENSUING YEAR

Personal Services

Statutory Annual Salary of Principal Officer  
Annual Salary of First Deputy  
Annual Salary of Second Deputies at \$ \_\_\_\_\_ Per Month Per Annum  
Annual Salary of Third Deputies at \$ \_\_\_\_\_ Per Month Per Annum  
Annual Salary of Fourth Deputies at \$ \_\_\_\_\_ Per Month Per Annum  
Annual Salary of (Insert Desc.) Deputies at \$ \_\_\_\_\_ Per Month Per Annum  
Total of Principal Officer and Deputies Salaries  
Wages and/or Compensation of Part-time Help  
Travel Expenses as Authorized and/or Defined by Law  
TOTAL FOR ALL PERSONAL SERVICES

0.00
0.00

Maintenance and Operation

Postage, Telephone and Telegraph  
Books, Printed Forms, Ledgers and other Supplies  
Premiums on Surety Bonds of Officers, Deputies and Employees  
Repair and Upkeep of Office Furniture, Machines and Equipment  
TOTAL FOR MAINTENANCE AND OPERATION

0.00

Capital Outlay

Furniture, Machines and Equipment to be replaced  
Additional Furniture, Machines and Equipment Needed  
TOTAL FOR CAPITAL OUTLAY

0.00

Respectfully Submitted,

Official Title

County Commissioner

4/9/2025, 9:02 AM

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# Oklahoma County Budget Request Worksheet

Fund

GENERAL FUND - 1001



Cost Center

District No. 2 - 920

Exp Acct	Description	FY 25-26 Proposed Budget	FY 24-25 Amended Budget	Difference
<b>51000</b>	<b>Salaries and Wages</b>			
51010	FT Salaries and Wages	\$ 255,675.00	\$ 214,101.00	\$ 41,574.00
51020	PT Salaries and Wages	-	26,574.00	(26,574.00)
51030	Overtime Salaries			
51090	Temporary Services			
	Other Salaries & Wages			
<b>51000</b>	<b>Total Salary &amp; Wages</b>	<b>\$ 255,675.00</b>	<b>\$ 240,675.00</b>	<b>\$ 15,000.00</b>
			\$ 240,675.00	\$ -
<b>52000</b>	<b>Fringe Benefits</b>			
52010	FICA and Medicare--7.65%	\$ 19,559.14	\$ 19,384.88	\$ 174.26
52032	Retirement-Dept. Defined Contrib	30,681.00	26,743.12	3,937.88
52040	Unemployment			-
52045	Dept-Health, Dental & Life Ins.	35,652.00	48,074.22	(12,422.22)
	Employee Benefit Supplement Transfer	(35,652.00)	(48,074.22)	12,422.22
<b>52000</b>	<b>Total Fringe Benefits</b>	<b>\$ 50,240.00</b>	<b>\$ 46,128.00</b>	<b>\$ 4,112.00</b>
			\$ 46,128.00	\$ -
<b>53000</b>	<b>Travel</b>			
53010	Monthly Mileage			\$ -
53030	Lodging			-
53040	Meals			-
53060	Registration Fees	5,000.00	5,000.00	-
53080	Incidentals/In State			-
53150	Airfare			-
53170	Mileage Allowance			-
<b>53000</b>	<b>Total Travel</b>	<b>\$ 5,000.00</b>	<b>\$ 5,000.00</b>	<b>\$ -</b>
			\$ 5,000.00	\$ -

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# Oklahoma County Budget Request Worksheet

Fund

GENERAL FUND - 1001 ▼

Cost Center

District No. 2 - 920 ▼

Exp Acct	Description	FY 25-26 Proposed Budget	FY 24-25 Amended Budget	Difference
<b>54000</b>	<b>Maintenance &amp; Operation</b>			
54012	Printing & Binding	\$ 1,000.00	\$ 1,000.00	\$ -
54030	Subscriptions	1,000.00	1,000.00	-
54045	Parking	6,300.00	6,300.00	-
54046	Cellular Telephone-Stipend	2,000.00	2,000.00	-
54104	Equiment-Maint			-
54352	Office supplies	7,000.00	7,000.00	-
54456	Services Other	3,000.00	3,000.00	-
54459	Copier Charges	1,700.00	1,700.00	-
	Special Project	100,000.00		100,000.00
	Variance Due to Interfund Trasfer from Salary to M&O 2025-0455		15,000.00	(15,000.00)
		<b>\$ 122,000.00</b>	<b>\$ 37,000.00</b>	<b>\$ 85,000.00</b>
			\$ 37,000.00	\$ -
<b>55000</b>	<b>Capital Outlay</b>			
55080	Computer Equipment-Purchase	\$ 2,000.00	\$ 2,000.00	\$ -
55390	Copier-Lease	2,000.00	2,000.00	-
	<b>Total Capital</b>	<b>\$ 4,000.00</b>	<b>\$ 4,000.00</b>	<b>\$ -</b>
			\$ 4,000.00	\$ -
	<b>Grand Total Budget</b>	<b>\$ 436,915.00</b>	<b>\$ 332,803.00</b>	<b>\$ 104,112.00</b>
	Approved Budget		\$ 332,803.00	
	Over (Short)		\$ -	should be zero

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Department:	County Clerk
Fund:	1001- General Fund
Fiscal Year:	FY 2025-2026

Section 1: Full Time & Part-Time

FY 24-25					FY 25-26					
Full Time Positions/ Position Title	# of Budgeted Positions	Budget			Total Requested Salary FY 25-26	Salary Adjustments	Salary Increase (Decrease)	# of Requested Positions	Notes	
		Adopted Budget Salary FY 24-25	Amendments (Merit 2.5%)	Total Budgeted Salary 24-25						
Chief Deputy	1	\$ 65,005.11	\$ 1,750.13	\$ 66,755.24	6,994.76	\$ 73,750.00	\$ 6,994.76	1		
2nd Deputy	1	49,616.14	\$ 1,365.40	50,981.54	6,929.70	57,911.24	\$ 6,929.70	1		
Field Representative	1	54,119.38	\$ 1,352.98	55,472.36	5,541.64	61,014.00	\$ 5,541.64	1		
Special Projects Coord	1	45,179.72	\$ 1,129.49	46,309.21	16,690.79	63,000.00	\$ 16,690.79	1		
BoCC Administrator				-		-	\$ -			
September Supplement Salary Transfer			6,976.00	6,976.00		-	\$ -			
2.5% Merit September Supplement				-		-	\$ -			
Leftover 2.5% Merit		2,606.85		2,606.85		-	\$ -			
Transfer - Salaries to M&O 2024-0455		(15,000.00)	-	(15,000.00)		-	\$ -			
Total Full Time Positions	4	\$ 201,527.00	\$ 12,574.00	\$ 214,101.00	\$ 36,157.00	\$ 255,675.00	\$ 36,157.00	4		
Part-Time:										
PIO		25,925.71	\$ 648.00	\$ 26,573.71	(26,573.71)	-	(26,573.71)			
Total Part-Time Positions	0	\$ 25,926.00	\$ 648.00	\$ 26,574.00	\$ (26,574.00)	\$ -	\$ (26,574.00)	0		
New Positions:										
Total New Positions	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0		
Total	4	\$ 227,453.00	\$ 13,222.00	\$ 240,675.00	\$ 9,583.00	\$ 255,675.00	\$ 9,583.00	4		
Budget YTD					Fringe Benefits Costs					Finance Notes: Budget
\$ 240,675.00					\$ 26,735.06					
\$ - over/short										

Section 2 Health Premiums

Total Budgeted Premiums				Total Requested Premiums				Notes
FY 24-25 Rates	No. of Employees		FY 24-25	No. of Employees	FY 25-26 Rates		FY 25-26	
Single \$ 900.00	1		\$ 900.00	Single 1	\$ 900.00		\$ 900.00	
Family \$ 2,071.00	3		\$ 6,213.00	Family	\$ 2,071.00		\$ -	
				Single	\$ 900.00		\$ -	
	4		\$ 85,356.00	Family 2	\$ 2,071.00		\$ 24,852.00	
							\$ 35,652.00	
Total				3				

**OFFICER'S ANNUAL REPORT OF EARNINGS, EXPENDITURES,  
ESTIMATED INCOME AND NEEDS**

*To The Honorable Board of County Commissioners  
and County Excise Board*

Oklahoma County, State of Oklahoma

GENTLEMEN: In pursuance of requirements of Okl. St. Ann. 68 Section 3004, and other statutes, there is set forth on the reverse side hereof an itemized statement of the accrued earnings and the cost of maintenance of the office of  , County of Oklahoma, Oklahoma, covering the fiscal year ending  , including an itemized statement of the estimated income and approximate needs of said office for the ensuing fiscal year.

I further certify that the several items of probable needs are indispensable for the proper administration of the affairs of said office for the ensuing fiscal year. You will please include the same in the published County Estimate and Budget filed with the County Excise Board as provided by Okl. St. Ann.68 Section 3002..

Dated at Oklahoma City, Oklahoma, this      day of      ,

▼

\_\_\_\_\_  
Official or Director's Signature

▼

Official Title

<b>ANNUAL REPORT</b> of the <input type="text" value="District No. 2 - 920"/> ▼ of <b>Earnings and Expenditures</b> for FISCAL YEAR ENDING <input type="text" value="June 30, 2025"/> ▼ and <b>Estimated Income</b> <b>and Needs</b>  FOR ENSUING FISCAL YEAR
Filed this ____ day of ____ ,  County Clerk's Office  S.A.&I No. 1161 for Oklahoma County Only

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4/9/2025, 9:02 AM

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