



ADOPTED ANNUAL BUDGET



THE HONORABLE ROGER D. EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida

FOR FISCAL YEAR 2020 - 2021
ADOPTED SEPTEMBER 23, 2020

COMPTROLLER DIVISION

350 E. Marion Ave. Punta Gorda, FL 33950 • 941.505.4716 • CharlotteClerk.com



ROGER D. EATON

Clerk of the Circuit Court and County Comptroller

350 E. Marion Ave. Punta Gorda, FL 33950 • 941.505.4716

September 1, 2020

Honorable Chairman
Members of the County Commission
Residents of Charlotte County

Pursuant to Section 218.35 Florida Statutes, presented herewith is the adopted fee officer budget for the Charlotte County Clerk of the Circuit Court and County Comptroller for the 2020/2021 fiscal year. This statute requires the Clerk of the Circuit Court to prepare the budget in two parts: The budget necessary to perform Court Related functions as defined in F.S. 28.36 and the budget relating to the requirements of the Clerk as Clerk to the Board of County Commissioners, County Auditor, and custodian or treasurer of all County funds and other County related duties.

The Clerk's office revenues consist of charges for services and fees generated by the activities of the official records division, court related fines, fees and costs, interest earnings, miscellaneous charges and Board funding for those activities conducted on behalf of the BCC, as outlined in the June 1 budget submittal. Our request for Board funding has changed minimally from the June 1 submittal, and remains at a .2% overall decrease from the Fiscal Year 2020 adopted budget. The decrease is the fourth year in a row that we are requesting a decrease in our overall budget with a four-year savings to the citizens of Charlotte County of 5.6%.

The Records division fulfills the responsibilities outlined in Chapter 28.222 F.S which states "The Clerk of the circuit court shall be the recorder of all instruments that he or she may be required or authorized by law to record in the county where he or she is clerk." It also sets forth a fee schedule for service charges, which are used to support this function.

The 2013 Legislature made revisions to the court related funding of the clerk operations. The clerk retains court related fines fees and costs to perform the court related functions. Any excess monies collected are remitted to the Department of Revenue for deposit into the Clerks of the Court Trust Fund. The Florida Clerks of Court Operations Corporation (CCOC) oversees the budget process, granting budget authority to each of the 67 Counties based upon Florida Statutes budgetary guidelines for Court Operations budgets.

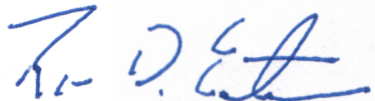
The 2004 session of the Florida legislature established an additional \$4.00 per page recording fee to cover the cost of the Court Automation Systems (CAS). The CAS network is a centralized database and a central repository of images developed to meet the requirements of the agencies involved in the judicial process.

The information technology budget represents Helpdesk, Network, and Software Support activities performed by the Clerk's office in carrying out constitutional responsibilities and functions on behalf of the Board of County Commissioners.

At the direction of the Board of County Commissioners and in cooperation with its administration, a Records Center fund has been established to provide records management services to selected departments of the Board of County Commissioners. The Clerk acts as manager of this operation on behalf of the Board. The proposed budget represents the twenty-fourth year of operation.

The citizens of Charlotte County deserve effective and efficient service at the least possible cost. I believe this philosophy is reflected in this proposal.

Sincerely,

A handwritten signature in blue ink, appearing to read "R. D. Eaton". The signature is fluid and cursive, with the first name "R." and last name "Eaton" clearly visible.

ROGER D EATON
CLERK OF THE CIRCUIT COURT
AND COUNTY COMPTROLLER

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
October 1, 2020

TABLE OF CONTENTS

	<u>Pages</u>
Estimated Revenue General Fund and Court Related	1
General Fund	
Appropriations	2-15
Summary	16
Special Revenue Funds	
Court Related Expenditure Fund	17-33
Jury Management Fund	34
Modernization Trust Fund	35
Civil Cases Filing Fees Trust Fund	36
IV-D Reimbursement Trust Fund	37
Total All Funds	
Grand Total of All Funds	38
Summary Total of All Funds	39
Supplementary Information	
Interfund Transfers	40
Reserves and Balances	41
Budget Comparisons	
2020-2021 Adopted Budget to 2019-2020 Adopted Budget	42

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
General Fund & Court Related Allocations
October 1, 2020

Estimated Revenue

General Revenue	Amount
Fees - Recording	\$ 1,053,952
Fees- Recording/ Signing/ Sealing	9,500
Recording - Indexing	10,000
Oth Fees- Record Search Tax Deeds	-
Fees - Copies	13,500
Fees - Records Search	-
Fees - Certifications	9,000
Fees - Plat Copies	-
OGGC Fees - Other	11,000
Fees - Marriage Solomnizing	31,000
Fees - Marriage Ceremony	9,100
Fees - Notary Service	1,000
Fees - Passport	43,486
Fees - Passport Photo Service	9,000
Fees - Doc Stamp Commission	106,209
Fees - Intangible Tax Commission	14,855
Fees - Tax Deed Sales	170,739
Interest Earnings	48,000
Miscellaneous Revenue	38,350
Postage	64,000
Total User Fees and Service Charges	\$ 1,642,691
Transfer In - Court Related Allocations	728,365
Transfer In - Mod Trust Fund-Clerk Tech	496,019
Transfer In - Mod Trust Fund-BCC Tech	538,476
Transfer In - Civil Cases Filing Trust Fund	113,624
Total General Revenue	\$ 3,519,175
State Shared Revenues - CCOC Trust Fund	391,195
State Shared Revenues - Jury Reimbursement	146,699
Court Related Revenues	3,160,622
Board Funding of Court Related Health Insurance	289,194
Transfer In - IV-D Reimbursement Trust Fund	40,000
Total Revenues for Court Operations	\$ 4,027,710
Summary	
Total User Fees and Service Charges	\$ 1,642,691
Total Revenues for Court Operations	3,987,710
Total Transfer In - Revenues	1,916,484
Total Available for Clerk's Office Operations	\$ 7,546,885
Board of County Commissioners Services Request	2,797,055
Total Revenue to support General Fund and Court Related Functions	\$ 10,343,940

GENERAL FUND

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
General Fund
October 1, 2020

Recording - Punta Gorda

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 333,263	\$ -	\$ 333,263
Employee Benefits	253,444	-	253,444
Contract Services	15,275	-	15,275
Purchased Services	10,700	-	10,700
Materials & Supplies	10,900	-	10,900
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Recording - Punta Gorda	<u>\$ 623,582</u>	<u>\$ -</u>	<u>\$ 623,582</u>

Full Time Equivalent Positions	8.0	-	8.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
General Fund
October 1, 2020

Recording - Murdock

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 103,299	\$ -	\$ 103,299
Employee Benefits	31,986	-	31,986
Contract Services	5,275	-	5,275
Purchased Services	550	-	550
Materials & Supplies	4,450	-	4,450
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Recording - Murdock	<u>\$ 145,560</u>	<u>\$ -</u>	<u>\$ 145,560</u>

Full Time Equivalent Positions	3.0	-	3.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
General Fund
October 1, 2020

Tax Deeds

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 50,572	\$ -	\$ 50,572
Employee Benefits	22,221	-	22,221
Contract Services	67,000	-	67,000
Purchased Services	57,532	-	57,532
Materials & Supplies	6,000	-	6,000
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Tax Deeds	\$ <u>203,325</u>	\$ <u>-</u>	\$ <u>203,325</u>

Full Time Equivalent Positions	1.0	-	1.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
General Fund
October 1, 2020

Disaster Recovery Enhancement

Appropriations	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 29,571	\$ -	\$ 29,571
Employee Benefits	30,283	-	30,283
Contract/Professional Services	-	19,135	19,135
Purchased Services	-	2,500	2,500
Materials & Supplies	-	5,000	5,000
Capital Outlay	<u>-</u>	<u>13,000</u>	<u>13,000</u>
Total Disaster Recovery Enhancement	<u>\$ 59,854</u>	<u>\$ 39,635</u>	<u>\$ 99,489</u>

Full Time Equivalent Positions	1.0	-	1.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
General Fund
October 1, 2020

Administration

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 178,108	\$ 14,695	\$ 192,803
Employee Benefits	132,312	11,104	143,416
Contract/Professional Services	48,750	2,250	51,000
Purchased Services	17,765	4,035	21,800
Materials & Supplies	10,200	1,800	12,000
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Administration	\$ <u><u>387,135</u></u>	\$ <u><u>33,884</u></u>	\$ <u><u>421,019</u></u>

Full Time Equivalent Positions	1.7	0.3	2.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
General Fund
October 1, 2020

Minutes

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ -	\$ 130,043	\$ 130,043
Employee Benefits	-	58,277	58,277
Purchased Services	-	29,577	29,577
Materials & Supplies	-	2,650	2,650
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Commission Minutes	<u>\$ -</u>	<u>\$ 220,547</u>	<u>\$ 220,547</u>

Full Time Equivalent Positions	-	3.0	3.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
General Fund
October 1, 2020

Comptroller

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 210,372	\$ 831,301	\$ 1,041,673
Employee Benefits	117,562	458,246	575,808
Purchased Services	2,386	71,963	74,349
Materials & Supplies	4,386	18,764	23,150
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Comptroller	\$ <u><u>334,706</u></u>	\$ <u><u>1,380,274</u></u>	\$ <u><u>1,714,980</u></u>

Full Time Equivalent Positions	3.6	15.4	19.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
General Fund
October 1, 2020

Employee Relations

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 81,239	\$ 27,079	\$ 108,318
Employee Benefits	66,966	20,604	87,570
Contract/Professional Services	5,625	1,875	7,500
Purchased Services	10,393	4,047	14,440
Materials & Supplies	3,645	1,215	4,860
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Employee Relations	\$ <u>167,868</u>	\$ <u>54,820</u>	\$ <u>222,688</u>

Full Time Equivalent Positions	1.5	0.5	2.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
General Fund
October 1, 2020

Internal Audit

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 129,699	\$ 132,257	\$ 261,956
Employee Benefits	58,508	57,095	115,603
Purchased Services	1,916	1,734	3,650
Materials & Supplies	4,796	4,339	9,135
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Internal Audit	\$ <u>194,919</u>	\$ <u>195,425</u>	\$ <u>390,344</u>

Full Time Equivalent Positions	2.1	1.9	4.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
General Fund
October 1, 2020

Information Technology

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 43,810	\$ 233,178	\$ 276,988
Employee Benefits	21,946	115,334	137,280
Contract/Professional Services	7,576	15,424	23,000
Purchased Services	143,643	236,405	380,048
Materials & Supplies	39,554	43,251	82,805
Capital Outlay	<u>18,000</u>	<u>-</u>	<u>18,000</u>
Total Information Technology	<u>\$ 274,529</u>	<u>\$ 643,592</u>	<u>\$ 918,121</u>

Full Time Equivalent Positions	1.1	2.3	3.4
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
General Fund
October 1, 2020

Court Automation

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 221,207	\$ 232,853	\$ 454,060
Employee Benefits	108,024	113,658	221,682
Contract/Professional Services	11,336	11,664	23,000
Purchased Services	109,413	112,585	221,998
Materials & Supplies	30,793	52,028	82,821
Capital Outlay	<u>15,246</u>	<u>15,688</u>	<u>30,934</u>
Total Court Automation	<u>\$ 496,019</u>	<u>\$ 538,476</u>	<u>\$ 1,034,495</u>

Full Time Equivalent Positions	2.76	2.84	5.60
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
General Fund
October 1, 2020

Records Center

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ -	\$ 68,889	\$ 68,889
Employee Benefits	-	37,452	37,452
Contract/Professional Services	-	4,000	4,000
Purchased Services	-	8,150	8,150
Materials & Supplies	-	3,500	3,500
Capital Outlay	<u>-</u>	<u>6,000</u>	<u>6,000</u>
Total Records Center	<u>\$ -</u>	<u>\$ 127,991</u>	<u>\$ 127,991</u>

Full Time Equivalent Positions	-	2.0	2.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
General Fund
October 1, 2020

General Services

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 29,488	\$ 7,372	\$ 36,860
Employee Benefits	15,841	3,960	19,801
Contract/Professional Services	-	-	-
Purchased Services	42,068	85,860	127,928
Materials & Supplies	5,805	3,695	9,500
Capital Outlay	-	-	-
Total General Services	\$ <u>93,202</u>	\$ <u>100,887</u>	\$ <u>194,089</u>

Full Time Equivalent Positions	0.8	0.2	1.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
General Fund
October 1, 2020

General Fund Departmental Recap

Departmental Totals	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Recording & Tax Deeds	972,467	-	972,467
Disaster Recovery Enhancement	59,854	39,635	99,489
Administration	\$ 387,135	\$ 33,884	\$ 421,019
Commission Minutes	-	220,547	220,547
Comptroller	334,706	1,380,274	1,714,980
Employee Relations	167,868	54,820	222,688
Internal Audit	194,919	195,425	390,344
Information Technology	274,529	643,592	918,121
Court Automation	496,019	538,476	1,034,495
Records Center	-	127,991	127,991
General Services	93,202	100,887	194,089
Total General Fund	\$ <u>2,980,699</u>	\$ <u>3,335,531</u>	\$ <u>6,316,230</u>

Full Time Equivalent Positions	26.6	28.4	55.0
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GENERAL FUND SUMMARY

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
General Fund
October 1, 2020

General Fund Summary

Estimated Revenue	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Board of County Commissioners	\$ -	\$ 2,757,420	\$ 2,757,420
User Fees	1,642,691	-	1,642,691
Transfer In	<u>1,338,008</u>	<u>538,476</u>	<u>1,876,484</u>
Total General Fund	<u>\$ 2,980,699</u>	<u>\$ 3,295,896</u>	<u>\$ 6,276,595</u>

Appropriations	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 1,410,628	\$ 1,677,667	\$ 3,088,295
Employee Benefits	859,093	875,730	1,734,823
Contract/Professional Services	160,837	54,348	215,185
Purchased Services	396,366	556,856	953,222
Materials & Supplies	120,529	136,242	256,771
Capital Outlay	<u>33,246</u>	<u>34,688</u>	<u>67,934</u>
Total General Fund	<u>\$ 2,980,699</u>	<u>\$ 3,335,531</u>	<u>\$ 6,316,230</u>

Full Time Equivalent Positions	26.6	28.4	55.0
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COURT RELATED EXPENDITURE FUND

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
Court Related Expenditures Fund
October 1, 2020

Circuit Court - Criminal

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 156,572	\$ -	\$ 156,572
Employee Benefits	74,126	20,888	95,014
Purchased Services	1,700	-	1,700
Materials & Supplies	6,508	-	6,508
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Circuit Court - Criminal	\$ <u><u>238,906</u></u>	\$ <u><u>20,888</u></u>	\$ <u><u>259,794</u></u>

Full Time Equivalent Positions	4.0	-	4.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
Court Related Expenditures Fund
October 1, 2020

Circuit Court - Criminal - Juvenile

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 29,571	\$ -	\$ 29,571
Employee Benefits	14,393	4,121	18,514
Purchased Services	-	-	-
Materials & Supplies	1,200	-	1,200
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Circuit - Criminal - Juvenile	\$ <u><u>45,164</u></u>	\$ <u><u>4,121</u></u>	\$ <u><u>49,285</u></u>

Full Time Equivalent Positions	1.0	-	1.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
Court Related Expenditures Fund
October 1, 2020

Circuit Court - Civil

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 277,303	\$ -	\$ 277,303
Employee Benefits	131,210	28,850	160,060
Purchased Services	12,000	-	12,000
Materials & Supplies	14,850	-	14,850
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Circuit Court - Civil	<u>\$ 435,363</u>	<u>\$ 28,850</u>	<u>\$ 464,213</u>

Full Time Equivalent Positions	7.0	-	7.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
Court Related Expenditures Fund
October 1, 2020

Circuit Court - Civil - Support

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 65,800	\$ -	\$ 65,800
Employee Benefits	29,961	8,243	38,204
Purchased Services	2,600	-	2,600
Materials & Supplies	2,500	-	2,500
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Circuit - Civil - Support	\$ <u><u>100,861</u></u>	\$ <u><u>8,243</u></u>	\$ <u><u>109,104</u></u>

Full Time Equivalent Positions	2.0	-	2.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
Court Related Expenditures Fund
October 1, 2020

Domestic Violence Services

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 64,661	\$ -	\$ 64,661
Employee Benefits	35,628	10,879	46,507
Purchased Services	-	-	-
Materials & Supplies	4,000	-	4,000
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Domestic Violence Services	<u>\$ 104,289</u>	<u>\$ 10,879</u>	<u>\$ 115,168</u>

Full Time Equivalent Positions	2.0	-	2.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
Court Related Expenditures Fund
October 1, 2020

Probate & Guardianship

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 60,029	\$ -	\$ 60,029
Employee Benefits	28,942	8,243	37,185
Purchased Services	400	-	400
Materials & Supplies	2,800	-	2,800
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Probate & Guardianship	<u>\$ 92,171</u>	<u>\$ 8,243</u>	<u>\$ 100,414</u>

Full Time Equivalent Positions	2.0	-	2.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
Court Related Expenditures Fund
October 1, 2020

County Court - Criminal

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 171,463	\$ -	\$ 171,463
Employee Benefits	111,594	28,938	140,532
Purchased Services	15,452	-	15,452
Materials & Supplies	10,760	-	10,760
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total County Court - Criminal	\$ <u><u>309,269</u></u>	\$ <u><u>28,938</u></u>	\$ <u><u>338,207</u></u>

Full Time Equivalent Positions	4.0	-	4.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
Court Related Expenditures Fund
October 1, 2020

County Court - Civil

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 112,842	\$ -	\$ 112,842
Employee Benefits	65,357	20,415	85,772
Purchased Services	200	-	200
Materials & Supplies	4,500	-	4,500
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total County Court - Civil	<u>\$ 182,899</u>	<u>\$ 20,415</u>	<u>\$ 203,314</u>

Full Time Equivalent Positions	3.0	-	3.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
Court Related Expenditures Fund
October 1, 2020

County Court - Traffic

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 163,439	\$ -	\$ 163,439
Employee Benefits	78,377	20,959	99,336
Purchased Services	350	-	350
Materials & Supplies	4,750	-	4,750
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total County Court - Traffic	\$ <u><u>246,916</u></u>	\$ <u><u>20,959</u></u>	\$ <u><u>267,875</u></u>

Full Time Equivalent Positions	5.0	-	5.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
Court Related Expenditures Fund
October 1, 2020

Jury Management Non-Reimbursed

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ -	\$ -	\$ -
Employee Benefits	-	-	-
Purchased Services	1,150	-	1,150
Materials & Supplies	5,680	-	5,680
Transfer Out	<u>43,008</u>	<u>-</u>	<u>43,008</u>
Total Jury Management	<u>\$ 49,838</u>	<u>\$ -</u>	<u>\$ 49,838</u>

Full Time Equivalent Positions	-	-	-
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
Court Related Expenditures Fund
October 1, 2020

Appeals

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 32,020	\$ -	\$ 32,020
Employee Benefits	14,826	4,121	18,947
Purchased Services	250	-	250
Materials & Supplies	5,500	-	5,500
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Appeals	\$ <u><u>52,596</u></u>	\$ <u><u>4,121</u></u>	\$ <u><u>56,717</u></u>

Full Time Equivalent Positions	1.0	-	1.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
Court Related Expenditures Fund
October 1, 2020

Trial Clerks

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 259,197	\$ -	\$ 259,197
Employee Benefits	127,880	36,901	164,781
Purchased Services	50	-	50
Materials & Supplies	1,600	-	1,600
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Trial Clerks	\$ <u><u>388,727</u></u>	\$ <u><u>36,901</u></u>	\$ <u><u>425,628</u></u>

Full Time Equivalent Positions	7.0	-	7.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
Court Related Expenditures Fund
October 1, 2020

Central Intake Processing

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 312,888	\$ -	\$ 312,888
Employee Benefits	167,231	49,072	216,303
Purchased Services	500	-	500
Materials & Supplies	1,000	-	1,000
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Central Intake Processing	\$ <u><u>481,619</u></u>	\$ <u><u>49,072</u></u>	\$ <u><u>530,691</u></u>

Full Time Equivalent Positions	8.0	-	8.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
Court Related Expenditures Fund
October 1, 2020

Other Court Related Functions

	Clerk	Board	Total
Salaries	\$ -	\$ -	\$ -
Employee Benefits	-	-	-
Postage - Court Related	\$ 35,000	\$ -	\$ 35,000
Accrued Compensated Absences	\$ 15,000	\$ -	\$ 15,000
Purchased Services	65,994	-	65,994
Capital Outlay	-	-	-
Total Central Intake Processing	\$ 115,994	\$ -	\$ 115,994
Full Time Equivalent Positions	-	-	-

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
Court Related Expenditures Fund
October 1, 2020

Court Related Allocations & Other Operating Expenses

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Reimburse Administration	208,790	8,249	217,038
Reimburse Comptroller	229,100	16,155	245,255
Reimburse Human Resources	104,870	8,413	113,283
Reimburse General Services	16,434	798	17,232
Reimburse Internal Audit	128,428	7,130	135,557
Reserve for Contingency	73,234	-	73,234
Total Allocations & Other Expense	\$ <u><u>760,855</u></u>	\$ <u><u>40,744</u></u>	\$ <u><u>801,599</u></u>

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
Court Related Expenditures Fund
October 1, 2020

Court Related Expenditure Departmental Recap

Department Totals	Clerk	Board	Total
Circuit Court - Criminal	\$ 238,906	\$ 20,888	\$ 259,794
Circuit Court - Criminal - Juvenile	45,164	4,121	49,285
Circuit Court - Civil	435,363	28,850	464,213
Circuit Court - Civil - Support	100,861	8,243	109,104
Domestic Violence Services	104,289	10,879	115,168
Probate & Guardianship	92,171	8,243	100,414
County Court - Criminal	309,269	28,938	338,207
County Court - Civil	182,899	20,415	203,314
County Court - Traffic	246,916	20,959	267,875
Jury Management Non-Reimbursed	49,838	-	49,838
Appeals	52,596	4,121	56,717
Trial Clerks	388,727	36,901	425,628
Central Intake Processing	481,619	49,072	530,691
Other Court Related Functions	115,994	-	115,994
Court Related Allocations/ Other	760,855	40,744	801,599
Total Court Expenditures	<u>\$ 3,605,467</u>	<u>\$ 282,374</u>	<u>\$ 3,887,841</u>

Full Time Equivalent Positions	46.0	-	46.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
Court Related Expenditures Fund
October 1, 2020

Court Related Expenditure Fund Summary

Estimated Revenue	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Court Related Funding	\$ 3,551,817	\$ -	\$ 3,551,817
Transfer In	<u>40,000</u>	<u>289,194</u>	<u>329,194</u>
Total General Fund	<u>\$ 3,591,817</u>	<u>\$ 289,194</u>	<u>\$ 3,881,011</u>

Appropriations	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 1,705,785	\$ -	\$ 1,705,785
Employee Benefits	879,525	241,630	1,121,155
Purchased Services	150,646	-	150,646
Materials & Supplies	65,648	-	65,648
Capital Outlay	-	-	-
Transfer Out	43,008	-	43,008
Court Related Allocations/ Other	<u>760,855</u>	<u>40,744</u>	<u>801,599</u>
Total Court Related Expense	<u>\$ 3,605,467</u>	<u>\$ 282,374</u>	<u>\$ 3,887,841</u>

Full Time Equivalent Positions	46.0	-	46.0
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JURY MANAGEMENT FUND

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
Jury Management Expenditures Fund
October 1, 2020

Jury Management

Estimated Revenue	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Court Related Funding	\$ 146,699	\$ -	\$ 146,699
Transfer In From Court Related fund	<u>43,008</u>	<u>-</u>	<u>43,008</u>
Total Estimated Revenue	\$ <u><u>189,707</u></u>	\$ <u><u>-</u></u>	\$ <u><u>189,707</u></u>
Appropriations	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 65,768	\$ -	\$ 65,768
Employee Benefits	26,789	6,820	33,609
Purchased Services	79,500	-	79,500
Materials & Supplies	4,000	-	4,000
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Jury Management	\$ <u><u>176,057</u></u>	\$ <u><u>6,820</u></u>	\$ <u><u>182,877</u></u>

Full Time Equivalent Positions	1.5	-	1.5
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MODERNIZATION TRUST FUND

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
October 1, 2020

Modernization Trust Fund

Estimated Revenue	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Fees - Records Trust	\$ 125,000	\$ -	\$ 125,000
Fees - Recording - Technology	343,120	361,200	704,320
Fund Balance - Tech - BCC	-	455,973	455,973
Fund Balance - Tech - Clerk	1,643,422	-	1,643,422
Fund Balance - 10% fines	-	-	-
Fund Balance - Modern	<u>724,849</u>	<u>-</u>	<u>724,849</u>
Total Estimated Revenue	\$ <u>2,836,391</u>	\$ <u>817,173</u>	\$ <u>3,653,564</u>
Appropriations	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Purchases Services	\$ 75,842	\$ 30,624	\$ 106,466
Capital Outlay	12,000	-	12,000
Transfer Out - Court Auto	496,019	538,476	1,034,495
Transfer Out - Court Oper.	-	-	-
Reserves - Tech - BCC	-	248,073	248,073
Reserves - Tech - Clerk	1,451,431	-	1,451,431
Reserves - 10% fines	-	-	-
Reserves - Records Modern	<u>801,099</u>	<u>-</u>	<u>801,099</u>
Total Appropriations	\$ <u>2,836,391</u>	\$ <u>817,173</u>	\$ <u>3,653,564</u>

CIVIL CASES FILING FEE FUND

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
October 1, 2020

Civil Cases Filing Fee Trust Fund

Estimated Revenue	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Beginning Fund Balance	<u>113,624</u>	<u>-</u>	<u>113,624</u>
Total Estimated Revenue	\$ <u><u>113,624</u></u>	\$ <u><u>-</u></u>	\$ <u><u>113,624</u></u>
Appropriations	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Interfund Transfers	\$ <u>113,624</u>	\$ <u>-</u>	\$ <u>113,624</u>
Reserves	<u>-</u>	<u>-</u>	<u>-</u>
Total Appropriations	\$ <u><u>113,624</u></u>	\$ <u><u>-</u></u>	\$ <u><u>113,624</u></u>

IV-D REIMBURSEMENT TRUST FUND

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
October 1, 2020

IV-D Reimbursement Trust Fund

Estimated Revenue	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Title IV-D Reimbursement	\$ 40,000	\$ -	\$ 40,000
Beginning Fund Balance	<u>159,788</u>	<u>-</u>	<u>159,788</u>
Total Estimated Revenue	\$ <u><u>199,788</u></u>	\$ <u><u>-</u></u>	\$ <u><u>199,788</u></u>
Appropriations	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Transfer Out - Courts	\$ 40,000	\$ -	\$ 40,000
Reserve for Contingencies	<u>159,788</u>	<u>-</u>	<u>159,788</u>
Total Appropriations	\$ <u><u>199,788</u></u>	\$ <u><u>-</u></u>	\$ <u><u>199,788</u></u>

TOTAL ALL FUNDS

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
October 1, 2020

Grand Total of All Funds

Estimated Revenue	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
General Fund	\$ 2,980,699	\$ 3,335,531	\$ 6,316,230
Court Related Fund	3,591,817	289,194	3,881,011
Jury Management Fund	189,707	-	189,707
Modernization Trust Fund	2,836,391	817,173	3,653,564
Civil Cases Filing Fees Trust Fund	113,624	-	113,624
IV-D Reimbursement Trust Fund	199,788	-	199,788
Total Available for Appropriation	9,912,026	4,441,898	14,353,924
Less: Interfund Transfers	1,421,016	538,476	1,959,492
Less: Beginning Balances	2,641,683	455,973	3,097,656
Net Estimated Revenue	\$ <u>5,849,327</u>	\$ <u>3,447,449</u>	\$ <u>9,296,776</u>
Appropriations			
General Fund	\$ 2,980,699	\$ 3,335,531	\$ 6,316,230
Court Related Fund	3,605,467	282,374	3,887,841
Jury Management Fund	176,057	6,820	182,877
Modernization Trust Fund	2,836,391	817,173	3,653,564
Civil Cases Filing Fees Trust Fund	113,624	-	113,624
IV-D Reimbursement Trust Fund	199,788	-	199,788
Gross Appropriations	9,912,026	4,441,898	14,353,924
Less: Interfund Transfers	1,421,016	538,476	1,959,492
Less: Reserves & Balances	2,412,318	248,073	2,660,391
Net Appropriations	\$ <u>6,078,692</u>	\$ <u>3,655,349</u>	\$ <u>9,734,041</u>

Total Full Time Equivalent Positions	74.1	28.4	102.5
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
October 1, 2020

Summary Total of All Funds

Estimated Revenue	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Board of County Commissioners	\$ -	\$ 3,086,249	\$ 3,086,249
Clerk's Office Users' Fees	2,110,811	361,200	2,472,011
State Shared Revenues - Court	3,160,622	-	3,160,622
SSR - Courts - Jury Reimb & CCOC	537,894	-	537,894
Grants	40,000	-	40,000
Interfund Transfers	1,421,016	538,476	1,959,492
Beginning Fund Balances	<u>2,641,683</u>	<u>455,973</u>	<u>3,097,656</u>
Total Available for Appropriation	9,912,026	4,441,898	14,353,924
Less: Interfund Transfers	1,421,016	538,476	1,959,492
Less: Beginning Balances	<u>2,641,683</u>	<u>455,973</u>	<u>3,097,656</u>
Net Estimated Revenue	\$ <u>5,849,327</u>	\$ <u>3,447,449</u>	\$ <u>9,296,776</u>

Appropriations	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 3,182,181	\$ 1,677,667	\$ 4,859,848
Employee Benefits	1,724,663	1,164,924	2,889,587
Contract/Professional Services	160,837	54,348	215,185
Purchased Services	702,354	587,480	1,289,834
Materials & Supplies	190,177	136,242	326,419
Capital Outlay	45,246	34,688	79,934
Courts Reserve for Contingency	73,234	-	73,234
Transfers, Reserves, & Balances	<u>3,833,334</u>	<u>786,549</u>	<u>4,619,883</u>
Gross Appropriations	9,912,026	4,441,898	14,353,924
Less: Interfund Transfers	1,421,016	538,476	1,959,492
Less: Reserves & Balances	<u>2,412,318</u>	<u>248,073</u>	<u>2,660,391</u>
Net Appropriations	\$ <u>6,078,692</u>	\$ <u>3,655,349</u>	\$ <u>9,734,041</u>

Total Full Time Equivalent Positions	74.1	28.4	102.5
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
October 1, 2020

Interfund Transfers

Estimated Revenue	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
General Fund	\$ 1,224,384	\$ 538,476	\$ 1,762,860
Court Related Expenditures fund	40,000	-	40,000
Jury Court Related Expenditures fund	43,008	-	43,008
Modernization Trust Fund	-	-	-
Civil Cases Filing Fees Trust Fund	113,624	-	113,624
IV-D Reimbursement Trust Fund	-	-	-
Total Transfers In	\$ <u>1,421,016</u>	\$ <u>538,476</u>	\$ <u>1,959,492</u>

Appropriations			
General Fund	\$ -	\$ -	\$ -
Court Related Expenditures fund	771,372	-	771,372
Modernization Trust Fund	496,019	538,476	1,034,495
Civil Cases Filing Fees Trust Fund	113,624	-	113,624
IV-D Reimbursement Trust Fund	40,000	-	40,000
Total Transfers Out	\$ <u>1,421,016</u>	\$ <u>538,476</u>	\$ <u>1,959,492</u>

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
October 1, 2020

Reserves and Balances

Estimated Beginning Balances	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
General Fund	\$ -	\$ -	\$ -
Modernization Trust Fund	2,368,271	455,973	2,824,244
Civil Cases Filing Fees Trust Fund	113,624	-	113,624
IV-D Reimbursement Trust Fund	<u>159,788</u>	<u>-</u>	<u>159,788</u>
Total Beginning Balances	\$ <u>2,641,683</u>	\$ <u>455,973</u>	\$ <u>3,097,656</u>

Estimated Ending Balances			
Modernization Trust Fund	\$ 2,252,530	248,073	\$ 2,500,603
Civil Cases Filing Fees Trust Fund	-	-	-
IV-D Reimbursement Trust Fund	<u>159,788</u>	<u>-</u>	<u>159,788</u>
Total Reserves/Balances	\$ <u>2,412,318</u>	\$ <u>248,073</u>	\$ <u>2,660,391</u>

BUDGETARY COMPARISON

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2020-2021 Adopted Budget
Budgetary Comparison
October 1, 2020

2020- 2021 Adopted Budget compared to 2019-2020 Adopted Budget

General Fund Request	2020-2021 Proposed Submittal	2019-2020 Adopted Budget	Increase/ (Decrease)	Percent
Comptroller, Minutes, Audit	\$ 2,025,472	\$ 1,993,021	\$ 32,451	1.6%
Information Technology Division	643,592	603,451	40,141	6.7%
Records Center	<u>127,991</u>	<u>209,769</u>	<u>(81,778)</u>	<u>-39.0%</u>
Total General Revenue Funded	\$ <u>2,797,055</u>	<u>2,806,241</u>	\$ <u>(9,186)</u>	<u>-0.3%</u>
Courts Health Insurance Supplement	289,194	284,655	4,539	1.6%
Total Board Request	\$ <u><u>3,086,249</u></u>	\$ <u><u>3,090,896</u></u>	\$ <u><u>(4,647)</u></u>	<u><u>-0.2%</u></u>