



ADOPTED
ANNUAL BUDGET



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

FOR FISCAL YEAR 2021 - 2022
ADOPTED SEPTEMBER 27, 2021

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, 2021

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 2021/2022 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 is requesting \$3,086,249 to fund our operations for the fiscal year ending September 30, 2022. This is a **decrease** of \$79,279 or 2.6%. Our request for Board funding remains unchanged from the June 1 submittal. This is the fifth year in a row that we are requesting a **decrease** in our overall budget with a five-year savings to the citizens of Charlotte County of 8.2%.

The Clerk is the Clerk to the Circuit Court and Ex Officio Clerk to the Board in the Florida Constitution and Statutes. This elected office provides functions for the State of Florida as well as the Board of County Commissioners. One of the varied functions of the Clerk is fulfilled by the Records Division, it's responsibilities are 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 Clerk also performs Court related functions which are supported by court related fine fees and costs. The Court related budget is a revenue-based budget, reviewed by Clerk of Courts Operations Corporation and approved by State Legislature. Any excess monies collected are remitted to the Department of Revenue for deposit into the Clerks of the Court Trust Fund.

The Court Automation Systems (CAS) is a centralized database and a central repository of images 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.

Pursuant to direction of the Board of County Commissioners and in cooperation with Administration, a Records Center fund has been established to provide records management services to selected departments of the Board. The Clerk acts as manager of this operation on behalf of the Board.

The residents of Charlotte County deserve effective and efficient service at the least possible costs, which is reflected in this proposal.

Sincerely,



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
2021-2022 Adopted Budget
October 1, 2021

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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
General Fund & Court Related Allocations
October 1, 2021

Estimated Revenue

General Revenue	Amount
Fees - Recording	\$ 1,257,091
Fees- Recording/ Signing/ Sealing	3,584
Recording - Indexing	12,014
Oth Fees- Record Search Tax Deeds	-
Fees - Copies	9,349
Fees - Records Search	-
Fees - Certifications	6,480
Fees - Plat Copies	-
OGGC Fees - Other	9,000
Fees - Marriage Solomnizing	36,813
Fees - Marriage Ceremony	9,179
Fees - Notary Service	1,184
Fees - Passport	53,928
Fees - Passport Photo Service	5,136
Fees - Doc Stamp Commission	150,760
Fees - Intangible Tax Commission	25,856
Fees - Tax Deed Sales	83,672
Interest Earnings	12,134
Miscellaneous Revenue	35,758
Postage	37,298
Total User Fees and Service Charges	\$ 1,749,236
Transfer In - Court Related Allocations	908,251
Transfer In - Mod Trust Fund-Clerk Tech	470,707
Transfer In - Mod Trust Fund-BCC Tech	535,198
Transfer In - Civil Cases Filing Trust Fund	113,150
Total General Revenue	\$ 3,776,542
State Shared Revenues - CCOC Trust Fund	163,291
State Shared Revenues - Jury Reimbursement	166,909
Court Related Revenues	3,374,115
Board Funding of Court Related Health Insurance	337,107
Transfer In - IV-D Reimbursement Trust Fund	41,100
Total Revenues for Court Operations	\$ 4,082,522
Summary	
Total User Fees and Service Charges	\$ 1,749,236
Total Revenues for Court Operations	4,041,422
Total Transfer In - Revenues	2,068,406
Total Available for Clerk's Office Operations	\$ 7,859,064
Board of County Commissioners Services Request	2,669,863
Total Revenue to support General Fund and Court Related Functions	\$ 10,528,927

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
General Fund
October 1, 2021

Recording

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 453,320	\$ -	\$ 453,320
Employee Benefits	337,227	-	337,227
Contract Services	22,504	-	22,504
Purchased Services	11,250	-	11,250
Materials & Supplies	16,850	-	16,850
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Recording - Punta Gorda	<u>\$ 841,151</u>	<u>\$ -</u>	<u>\$ 841,151</u>

Full Time Equivalent Positions	11.0	-	11.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
General Fund
October 1, 2021

Tax Deeds

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 37,713	\$ -	\$ 37,713
Employee Benefits	9,534	-	9,534
Contract Services	70,000	-	70,000
Purchased Services	57,532	-	57,532
Materials & Supplies	6,000	-	6,000
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Tax Deeds	<u>\$ 180,779</u>	<u>\$ -</u>	<u>\$ 180,779</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
2021-2022 Adopted Budget
General Fund
October 1, 2021

Disaster Recovery Enhancement

Appropriations	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 30,588	\$ -	\$ 30,588
Employee Benefits	33,550	-	33,550
Contract/Professional Services	-	34,135	34,135
Purchased Services	-	25,700	25,700
Materials & Supplies	-	20,940	20,940
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Disaster Recovery Enhancement	\$ <u>64,138</u>	\$ <u>80,775</u>	\$ <u>144,913</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
2021-2022 Adopted Budget
General Fund
October 1, 2021

Administration

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 349,992	\$ 14,862	\$ 364,854
Employee Benefits	217,690	11,403	229,093
Contract/Professional Services	43,200	7,800	51,000
Purchased Services	16,472	5,328	21,800
Materials & Supplies	9,320	2,680	12,000
Capital Outlay	-	-	-
Total Administration	\$ <u>636,674</u>	\$ <u>42,073</u>	\$ <u>678,747</u>

Full Time Equivalent Positions	3.7	0.3	4.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
General Fund
October 1, 2021

Minutes

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ -	\$ 113,182	\$ 113,182
Employee Benefits	-	84,543	84,543
Purchased Services	-	34,150	34,150
Materials & Supplies	-	2,700	2,700
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Commission Minutes	\$ <u>-</u>	\$ <u>234,575</u>	\$ <u>234,575</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
2021-2022 Adopted Budget
General Fund
October 1, 2021

Comptroller

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 259,017	\$ 684,293	\$ 943,310
Employee Benefits	164,808	369,667	534,475
Purchased Services	4,999	49,466	54,465
Materials & Supplies	5,665	16,835	22,500
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Comptroller	\$ <u><u>434,489</u></u>	\$ <u><u>1,120,261</u></u>	\$ <u><u>1,554,750</u></u>

Full Time Equivalent Positions	4.6	12.4	17.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
General Fund
October 1, 2021

Employee Relations

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 81,938	\$ 27,312	\$ 109,250
Employee Benefits	53,920	16,179	70,099
Contract/Professional Services	5,625	1,875	7,500
Purchased Services	10,644	5,630	16,274
Materials & Supplies	2,547	1,353	3,900
Capital Outlay	-	-	-
Total Employee Relations	\$ <u>154,674</u>	\$ <u>52,349</u>	\$ <u>207,023</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
2021-2022 Adopted Budget
General Fund
October 1, 2021

Internal Audit

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 91,719	\$ 151,891	\$ 243,610
Employee Benefits	46,018	71,021	117,039
Purchased Services	2,105	2,495	4,600
Materials & Supplies	4,096	5,304	9,400
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Internal Audit	\$ <u>143,938</u>	\$ <u>230,711</u>	\$ <u>374,649</u>

Full Time Equivalent Positions	1.4	2.6	4.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
General Fund
October 1, 2021

Information Technology

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 40,185	\$ 207,464	\$ 247,649
Employee Benefits	16,667	84,225	100,892
Contract/Professional Services	7,812	17,188	25,000
Purchased Services	122,357	269,188	391,545
Materials & Supplies	24,772	54,503	79,275
Capital Outlay	<u>10,937</u>	<u>24,063</u>	<u>35,000</u>
Total Information Technology	<u>\$ 222,730</u>	<u>\$ 656,631</u>	<u>\$ 879,361</u>

Full Time Equivalent Positions	1.0	2.2	3.2
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
General Fund
October 1, 2021

Court Automation

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 208,378	\$ 219,344	\$ 427,722
Employee Benefits	105,991	111,529	217,520
Contract/Professional Services	12,316	12,684	25,000
Purchased Services	112,788	116,154	228,942
Materials & Supplies	15,469	59,252	74,721
Capital Outlay	<u>15,765</u>	<u>16,235</u>	<u>32,000</u>
Total Court Automation	<u>\$ 470,707</u>	<u>\$ 535,198</u>	<u>\$ 1,005,905</u>

Full Time Equivalent Positions	3.35	3.45	6.80
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
General Fund
October 1, 2021

Records Center

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ -	\$ 86,279	\$ 86,279
Employee Benefits	-	41,575	41,575
Contract/Professional Services	-	4,000	4,000
Purchased Services	-	8,150	8,150
Materials & Supplies	-	9,500	9,500
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Records Center	<u>\$ -</u>	<u>\$ 149,504</u>	<u>\$ 149,504</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
2021-2022 Adopted Budget
General Fund
October 1, 2021

General Services

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 30,537	\$ 6,703	\$ 37,240
Employee Benefits	16,712	3,668	20,380
Contract/Professional Services	-	-	-
Purchased Services	39,011	88,918	127,928
Materials & Supplies	5,805	3,695	9,500
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total General Services	\$ <u>92,065</u>	\$ <u>102,984</u>	\$ <u>195,048</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
2021-2022 Adopted Budget
General Fund
October 1, 2021

General Fund Departmental Recap

Departmental Totals	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Recording & Tax Deeds	\$ 1,021,930	\$ -	\$ 1,021,930
Disaster Recovery Enhancement	64,138	80,775	144,913
Administration	636,674	42,073	678,747
Commission Minutes	-	234,575	234,575
Comptroller	434,489	1,120,261	1,554,750
Employee Relations	154,674	52,349	207,023
Internal Audit	143,938	230,711	374,649
Information Technology	222,730	656,631	879,361
Court Automation	470,707	535,198	1,005,905
Records Center	-	149,504	149,504
General Services	<u>92,065</u>	<u>102,984</u>	<u>195,048</u>
Total General Fund	<u>\$ 3,241,344</u>	<u>\$ 3,205,061</u>	<u>\$ 6,446,405</u>

Full Time Equivalent Positions	29.3	26.7	56.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
General Fund
October 1, 2021

General Fund Summary

Estimated Revenue	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Board of County Commissioners	\$ -	\$ 2,589,088	\$ 2,589,088
User Fees	1,749,236	-	1,749,236
Transfer In	<u>1,492,108</u>	<u>535,198</u>	<u>2,027,306</u>
Total General Fund	<u>\$ 3,241,344</u>	<u>\$ 3,124,286</u>	<u>\$ 6,365,630</u>

Appropriations	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 1,583,387	\$ 1,511,330	\$ 3,094,717
Employee Benefits	1,002,117	793,810	1,795,927
Contract/Professional Services	161,457	77,682	239,139
Purchased Services	377,157	605,179	982,336
Materials & Supplies	90,524	176,762	267,286
Capital Outlay	<u>26,702</u>	<u>40,298</u>	<u>67,000</u>
Total General Fund	<u>\$ 3,241,344</u>	<u>\$ 3,205,061</u>	<u>\$ 6,446,405</u>

Full Time Equivalent Positions	29.3	26.7	56.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
Court Related Expenditures Fund
October 1, 2021

Circuit Court - Criminal

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 162,021	\$ -	\$ 162,021
Employee Benefits	74,331	24,051	98,382
Purchased Services	1,700	-	1,700
Materials & Supplies	7,508	-	7,508
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Circuit Court - Criminal	<u>\$ 245,560</u>	<u>\$ 24,051</u>	<u>\$ 269,611</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
2021-2022 Adopted Budget
Court Related Expenditures Fund
October 1, 2021

Circuit Court - Criminal - Juvenile

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 30,588	\$ -	\$ 30,588
Employee Benefits	14,416	4,746	19,162
Purchased Services	-	-	-
Materials & Supplies	1,200	-	1,200
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Circuit - Criminal - Juvenile	<u>\$ 46,204</u>	<u>\$ 4,746</u>	<u>\$ 50,950</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
2021-2022 Adopted Budget
Court Related Expenditures Fund
October 1, 2021

Circuit Court - Civil

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 296,172	\$ -	\$ 296,172
Employee Benefits	150,991	51,134	202,125
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>\$ 474,013</u>	<u>\$ 51,134</u>	<u>\$ 525,147</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
2021-2022 Adopted Budget
Court Related Expenditures Fund
October 1, 2021

Circuit Court - Civil - Support

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 67,939	\$ -	\$ 67,939
Employee Benefits	30,070	9,493	39,563
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>103,109</u>	\$ <u>9,493</u>	\$ <u>112,602</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
2021-2022 Adopted Budget
Court Related Expenditures Fund
October 1, 2021

Domestic Violence Services

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 72,455	\$ -	\$ 72,455
Employee Benefits	36,528	12,525	49,053
Purchased Services	-	-	-
Materials & Supplies	4,000	-	4,000
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Domestic Violence Services	<u>\$ 112,983</u>	<u>\$ 12,525</u>	<u>\$ 125,508</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
2021-2022 Adopted Budget
Court Related Expenditures Fund
October 1, 2021

Probate & Guardianship

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 65,901	\$ -	\$ 65,901
Employee Benefits	29,695	9,493	39,188
Purchased Services	400	-	400
Materials & Supplies	2,800	-	2,800
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Probate & Guardianship	\$ <u>98,796</u>	\$ <u>9,493</u>	\$ <u>108,289</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
2021-2022 Adopted Budget
Court Related Expenditures Fund
October 1, 2021

County Court - Criminal

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 174,526	\$ -	\$ 174,526
Employee Benefits	100,186	29,116	129,302
Purchased Services	15,452	-	15,452
Materials & Supplies	11,260	-	11,260
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total County Court - Criminal	<u>\$ 301,424</u>	<u>\$ 29,116</u>	<u>\$ 330,540</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
2021-2022 Adopted Budget
Court Related Expenditures Fund
October 1, 2021

County Court - Civil

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 70,647	\$ -	\$ 70,647
Employee Benefits	38,356	13,689	52,045
Purchased Services	200	-	200
Materials & Supplies	4,500	-	4,500
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total County Court - Civil	\$ <u>113,703</u>	\$ <u>13,689</u>	\$ <u>127,392</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
2021-2022 Adopted Budget
Court Related Expenditures Fund
October 1, 2021

County Court - Traffic

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 173,861	\$ -	\$ 173,861
Employee Benefits	79,530	24,131	103,661
Purchased Services	350	-	350
Materials & Supplies	5,150	-	5,150
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total County Court - Traffic	<u>\$ 258,891</u>	<u>\$ 24,131</u>	<u>\$ 283,022</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
2021-2022 Adopted Budget
Court Related Expenditures Fund
October 1, 2021

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>15,591</u>	<u>-</u>	<u>15,591</u>
Total Jury Management	<u>\$ 22,421</u>	<u>\$ -</u>	<u>\$ 22,421</u>

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
Court Related Expenditures Fund
October 1, 2021

Appeals

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 36,875	\$ -	\$ 36,875
Employee Benefits	15,567	4,746	20,313
Purchased Services	250	-	250
Materials & Supplies	5,500	-	5,500
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Appeals	<u>\$ 58,192</u>	<u>\$ 4,746</u>	<u>\$ 62,938</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
2021-2022 Adopted Budget
Court Related Expenditures Fund
October 1, 2021

Trial Clerks

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 257,197	\$ -	\$ 257,197
Employee Benefits	117,330	37,819	155,149
Purchased Services	50	-	50
Materials & Supplies	1,600	-	1,600
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Trial Clerks	<u>\$ 376,177</u>	<u>\$ 37,819</u>	<u>\$ 413,996</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
2021-2022 Adopted Budget
Court Related Expenditures Fund
October 1, 2021

Court Records

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 266,698	\$ -	\$ 266,698
Employee Benefits	146,080	50,877	196,957
Purchased Services	500	-	500
Materials & Supplies	1,350	-	1,350
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Central Intake Processing	\$ <u><u>414,628</u></u>	\$ <u><u>50,877</u></u>	\$ <u><u>465,505</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
2021-2022 Adopted Budget
Court Related Expenditures Fund
October 1, 2021

Other Court Related Functions

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ -	\$ -	\$ -
Employee Benefits	-	-	-
Postage - Court Related	35,000	-	35,000
Accrued Compensated Absences	15,000	-	15,000
Purchased Services	-	-	-
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>
Total Central Intake Processing	<u>\$ 50,000</u>	<u>\$ -</u>	<u>\$ 50,000</u>

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
Court Related Expenditures Fund
October 1, 2021

Court Related Allocations & Other Operating Expenses

	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Reimburse Administration	\$ 333,050	\$ 15,033	\$ 348,083
Reimburse Comptroller	288,831	27,678	316,509
Reimburse Human Resources	96,032	6,388	102,420
Reimburse General Services	33,991	2,231	36,222
Reimburse Internal Audit	98,906	6,111	105,017
Reserve for Contingency	59,441	-	59,441
Total Allocations & Other Expense	\$ <u>910,251</u>	\$ <u>57,441</u>	\$ <u>967,692</u>

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
Court Related Expenditures Fund
October 1, 2021

Court Related Expenditure Departmental Recap

Department Totals	Clerk	Board	Total
Circuit Court - Criminal	\$ 245,560	\$ 24,051	\$ 269,611
Circuit Court - Criminal - Juvenile	46,204	4,746	50,950
Circuit Court - Civil	474,013	51,134	525,147
Circuit Court - Civil - Support	103,109	9,493	112,602
Domestic Violence Services	112,983	12,525	125,508
Probate & Guardianship	98,796	9,493	108,289
County Court - Criminal	301,424	29,116	330,540
County Court - Civil	113,703	13,689	127,392
County Court - Traffic	258,891	24,131	283,022
Jury Management Non-Reimbursed	22,421	-	22,421
Appeals	58,192	4,746	62,938
Trial Clerks	376,177	37,819	413,996
Court Records	414,628	50,877	465,505
Other Court Related Functions	50,000	-	50,000
Court Related Allocations/ Other	910,251	57,441	967,692
Total Court Expenditures	<u>\$ 3,586,352</u>	<u>\$ 329,261</u>	<u>\$ 3,915,613</u>

Full Time Equivalent Positions	45.0	-	45.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
Court Related Expenditures Fund
October 1, 2021

Court Related Expenditure Fund Summary

Estimated Revenue	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Court Related Funding	\$ 3,537,406	\$ -	\$ 3,537,406
Transfer In	<u>41,100</u>	<u>337,107</u>	<u>378,207</u>
Total General Fund	<u>\$ 3,578,506</u>	<u>\$ 337,107</u>	<u>\$ 3,915,613</u>

Appropriations	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 1,674,880	\$ -	\$ 1,674,880
Employee Benefits	833,080	271,820	1,104,900
Purchased Services	84,652	-	84,652
Materials & Supplies	67,898	-	67,898
Capital Outlay	-	-	-
Transfer Out	15,591	-	15,591
Court Related Allocations/ Other	<u>910,251</u>	<u>57,441</u>	<u>967,692</u>
Total Court Related Expense	<u>\$ 3,586,352</u>	<u>\$ 329,261</u>	<u>\$ 3,915,613</u>

Full Time Equivalent Positions	45.0	-	45.0
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
Jury Management Expenditures Fund
October 1, 2021

Jury Management

Estimated Revenue	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Court Related Funding	\$ 166,909	\$ -	\$ 166,909
Transfer In From Court Related fund	<u>15,591</u>	<u>-</u>	<u>15,591</u>
Total Estimated Revenue	\$ <u><u>182,500</u></u>	\$ <u><u>-</u></u>	\$ <u><u>182,500</u></u>
Appropriations	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 64,731	\$ -	\$ 64,731
Employee Benefits	26,423	7,846	34,269
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>174,654</u></u>	\$ <u><u>7,846</u></u>	\$ <u><u>182,500</u></u>

Full Time Equivalent Positions	1.5	-	1.5
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
October 1, 2021

Modernization Trust Fund

Estimated Revenue	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Fees - Records Trust	\$ 135,000	\$ -	\$ 135,000
Fees - Recording - Technology	398,120	416,200	814,320
Fund Balance - Tech - BCC	-	600,742	600,742
Fund Balance - Tech - Clerk	2,168,756	-	2,168,756
Fund Balance - 10% fines	-	-	-
Fund Balance - Modern	<u>912,718</u>	<u>-</u>	<u>912,718</u>
Total Estimated Revenue	\$ <u>3,614,594</u>	\$ <u>1,016,942</u>	\$ <u>4,631,536</u>
Appropriations	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Purchases Services	\$ 70,714	\$ 35,752	\$ 106,466
Capital Outlay	-	-	-
Transfer Out - Court Auto	470,707	535,198	1,005,905
Transfer Out - Court Oper.	-	-	-
Reserves - Tech - BCC	-	445,992	445,992
Reserves - Tech - Clerk	2,062,205	-	2,062,205
Reserves - 10% fines	-	-	-
Reserves - Records Modern	<u>1,010,968</u>	<u>-</u>	<u>1,010,968</u>
Total Appropriations	\$ <u>3,614,594</u>	\$ <u>1,016,942</u>	\$ <u>4,631,536</u>

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
October 1, 2021

Civil Cases Filing Fee Trust Fund

Estimated Revenue	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Beginning Fund Balance	<u>113,150</u>	<u>-</u>	<u>113,150</u>
Total Estimated Revenue	\$ <u><u>113,150</u></u>	\$ <u><u>-</u></u>	\$ <u><u>113,150</u></u>
Appropriations	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Interfund Transfers	\$ 113,150	\$ -	\$ 113,150
Reserves	<u>-</u>	<u>-</u>	<u>-</u>
Total Appropriations	\$ <u><u>113,150</u></u>	\$ <u><u>-</u></u>	\$ <u><u>113,150</u></u>

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
October 1, 2021

IV-D Reimbursement Trust Fund

Estimated Revenue	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Title IV-D Reimbursement	\$ 41,100	\$ -	\$ 41,100
Beginning Fund Balance	<u>35,275</u>	<u>-</u>	<u>35,275</u>
Total Estimated Revenue	<u>\$ 76,375</u>	<u>\$ -</u>	<u>\$ 76,375</u>
Appropriations	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Transfer Out - Courts	\$ 41,100	\$ -	\$ 41,100
Reserve for Contingencies	<u>35,275</u>	<u>-</u>	<u>35,275</u>
Total Appropriations	<u>\$ 76,375</u>	<u>\$ -</u>	<u>\$ 76,375</u>

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
October 1, 2021

Grand Total of All Funds

Estimated Revenue	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
General Fund	\$ 3,241,344	\$ 3,205,061	\$ 6,446,405
Court Related Fund	3,578,506	337,107	3,915,613
Jury Management Fund	182,500	-	182,500
Modernization Trust Fund	3,614,594	1,016,942	4,631,536
Civil Cases Filing Fees Trust Fund	113,150	-	113,150
IV-D Reimbursement Trust Fund	76,375	-	76,375
Total Available for Appropriation	10,806,469	4,559,110	15,365,579
Less: Interfund Transfers	1,548,799	535,198	2,083,997
Less: Beginning Balances	3,229,899	600,742	3,830,641
Net Estimated Revenue	\$ <u>6,027,771</u>	\$ <u>3,423,170</u>	\$ <u>9,450,941</u>
Appropriations			
General Fund	\$ 3,241,344	\$ 3,205,061	\$ 6,446,405
Court Related Fund	3,586,352	329,261	3,915,613
Jury Management Fund	174,654	7,846	182,500
Modernization Trust Fund	3,614,594	1,016,942	4,631,536
Civil Cases Filing Fees Trust Fund	113,150	-	113,150
IV-D Reimbursement Trust Fund	76,375	-	76,375
Gross Appropriations	10,806,469	4,559,110	15,365,579
Less: Interfund Transfers	1,548,799	535,198	2,083,997
Less: Reserves & Balances	3,108,448	445,992	3,554,440
Net Appropriations	\$ <u>6,149,222</u>	\$ <u>3,577,920</u>	\$ <u>9,727,142</u>
Total Full Time Equivalent Positions			
	75.8	26.7	102.5

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
October 1, 2021

Summary Total of All Funds

Estimated Revenue	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Board of County Commissioners	\$ -	\$ 3,006,970	\$ 3,006,970
Clerk's Office Users' Fees	2,282,356	416,200	2,698,556
State Shared Revenues - Court	3,374,115	-	3,374,115
SSR - Courts - Jury Reimb & CCOC	330,200	-	330,200
Grants	41,100	-	41,100
Interfund Transfers	1,548,799	535,198	2,083,997
Beginning Fund Balances	<u>3,229,899</u>	<u>600,742</u>	<u>3,830,641</u>
Total Available for Appropriation	10,806,469	4,559,110	15,365,579
Less: Interfund Transfers	1,548,799	535,198	2,083,997
Less: Beginning Balances	<u>3,229,899</u>	<u>600,742</u>	<u>3,830,641</u>
Net Estimated Revenue	\$ <u>6,027,771</u>	\$ <u>3,423,170</u>	\$ <u>9,450,941</u>

Appropriations	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
Salaries	\$ 3,322,998	\$ 1,511,330	\$ 4,834,328
Employee Benefits	1,804,179	1,130,917	2,935,096
Contract/Professional Services	161,457	77,682	239,139
Purchased Services	612,023	640,931	1,252,954
Materials & Supplies	162,422	176,762	339,184
Capital Outlay	26,702	40,298	67,000
Courts Reserve for Contingency	59,441	-	59,441
Transfers, Reserves, & Balances	<u>4,657,247</u>	<u>981,190</u>	<u>5,638,437</u>
Gross Appropriations	10,806,469	4,559,110	15,365,579
Less: Interfund Transfers	1,548,799	535,198	2,083,997
Less: Reserves & Balances	<u>3,108,448</u>	<u>445,992</u>	<u>3,554,440</u>
Net Appropriations	\$ <u>6,149,222</u>	\$ <u>3,577,920</u>	\$ <u>9,727,142</u>

Total Full Time Equivalent Positions	75.8	26.7	102.5
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ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
October 1, 2021

Interfund Transfers

Estimated Revenue	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
General Fund	\$ 1,378,958	\$ 535,198	\$ 1,914,156
Court Related Expenditures fund		-	
Jury Court Related Expenditures fund	15,591	-	15,591
Modernization Trust Fund	-	-	-
Civil Cases Filing Fees Trust Fund	113,150	-	113,150
IV-D Reimbursement Trust Fund	<u>41,100</u>	<u>-</u>	<u>41,100</u>
Total Transfers In	<u>\$ 1,548,799</u>	<u>\$ 535,198</u>	<u>\$ 2,083,997</u>

Appropriations			
General Fund	\$ -	\$ -	\$ -
Court Related Expenditures fund	923,841	-	923,841
Modernization Trust Fund	470,707	535,198	1,005,905
Civil Cases Filing Fees Trust Fund	113,150	-	113,150
IV-D Reimbursement Trust Fund	<u>41,100</u>	<u>-</u>	<u>41,100</u>
Total Transfers Out	<u>\$ 1,548,799</u>	<u>\$ 535,198</u>	<u>\$ 2,083,997</u>

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
October 1, 2021

Reserves and Balances

Estimated Beginning Balances	<u>Clerk</u>	<u>Board</u>	<u>Total</u>
General Fund	\$ -	\$ -	\$ -
Modernization Trust Fund	3,081,474	600,742	3,682,216
Civil Cases Filing Fees Trust Fund	113,150	-	113,150
IV-D Reimbursement Trust Fund	<u>35,275</u>	<u>-</u>	<u>35,275</u>
Total Beginning Balances	\$ <u>3,229,899</u>	\$ <u>600,742</u>	\$ <u>3,830,641</u>

Estimated Ending Balances			
Modernization Trust Fund	\$ 3,073,173	445,992	\$ 3,519,165
Civil Cases Filing Fees Trust Fund	-	-	-
IV-D Reimbursement Trust Fund	<u>35,275</u>	<u>-</u>	<u>35,275</u>
Total Reserves/Balances	\$ <u>3,108,448</u>	\$ <u>445,992</u>	\$ <u>3,554,440</u>

ROGER D EATON
Clerk of the Circuit Court and County Comptroller
Charlotte County, Florida
2021-2022 Adopted Budget
Budgetary Comparison
October 1, 2021

2021-2022 Adopted Budget compared to 2020-2021 Adopted Budget

General Fund Request	2021-2022 Adopted Budget	2020-2021 Adopted Budget	Increase/ (Decrease)	Percent
Comptroller, Minutes, Audit	\$ 1,863,728	\$ 2,025,472	\$ (161,744)	-8.0%
Information Technology Division	656,631	643,592	13,039	2.0%
Records Center	<u>149,504</u>	<u>127,991</u>	<u>21,513</u>	<u>16.8%</u>
Total General Revenue Funded	<u>\$ 2,669,863</u>	<u>2,797,055</u>	<u>\$ (127,192)</u>	<u>-4.6%</u>
Courts Health Insurance Supplement	337,107	289,194	47,913	16.6%
Total Board Request	<u><u>\$ 3,006,970</u></u>	<u><u>\$ 3,086,249</u></u>	<u><u>\$ (79,279)</u></u>	<u><u>-2.6%</u></u>