

Stacy Butterfield, CPA
POLK COUNTY
EXECUTIVE COUNCIL CHAIR

Tara S. Green
CLAY COUNTY
VICE-CHAIR

JD Peacock, II
OKALOOSA COUNTY
SECRETARY/TREASURER



JOHN CRAWFORD
NASSAU COUNTY

PAT FRANK
HILLSBOROUGH COUNTY

TODD NEWTON
GILCHRIST COUNTY

PAULA S. O'NEIL, PH.D.
PASCO COUNTY

HARVEY RUVIN, ESQ.
MIAMI-DADE COUNTY

RON FICARROTTA
13TH JUDICIAL CIRCUIT JUDGE
SUPREME COURT APPOINTEE

KYLE HUDSON
HOLMES COUNTY
SENATE APPOINTEE

VACANT
HOUSE APPOINTEE

JOHN DEW
EXECUTIVE DIRECTOR

JOE BOYD
GENERAL COUNSEL

2560-102 BARRINGTON CIRCLE | TALLAHASSEE, FLORIDA 32308 | PHONE 850.386.2223 | FAX 850.386.2224 | WWW.FLCCOC.ORG

CCOC EXECUTIVE COMMITTEE MEETING

August 24, 2018; 4:00 PM

Conference Call: 1-904-512-0115 Code 412463

- 1) Call to Order, Roll Call, and Introduction..... Hon. Stacy Butterfield, CPA
- 2) Approve Agenda..... Hon. Stacy Butterfield, CPA
- 3) Request from Gadsden Clerk for additional funding from CCOC TF..... John Dew, CCOC
- 4) Other Business

Committee Members: Stacy Butterfield, Chair; Tara Green, Vice-Chair; and JD Peacock, Secretary/Treasurer

Our Mission: As a governmental organization created by the Legislature, we evaluate Clerks' court-related budgetary needs, and recommend the fair and equitable allocation of resources needed to sustain court operations.



CCOC

FLORIDA CLERKS OF COURT
OPERATIONS CORPORATION

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AGENDA ITEM 3

DATE: August 24, 2018
SUBJECT: Request from Gadsden Clerk for Additional TF Disbursement
COMMITTEE ACTION: Review recommendation from Budget Committee for Approval

OVERVIEW: On August 20th, staff from the Gadsden Clerk's office notified CCOC staff that the Clerk's office was going to have a cash shortage for the remainder of the county fiscal year due to less revenue being collected locally than originally projected. They asked staff if there were any solutions. CCOC staff brought the issue to the attention of the Budget Committee which met on August 21st and offered a solution. The solution sends \$198,000 less to Broward County from the CCOC Trust Fund in September and \$198,000 more to Gadsden County. This is possible due to Broward County collecting more local revenue than projected. They indicated they are willing to forgo receiving the dollars and instead send the dollars to Gadsden from the TF. This does not increase or decrease the budget authority of either Clerk's office.

The Budget Committee members on August 21st approved the request and recommends the Council do so as well. This is a time sensitive issue where we need to notify the Department of Revenue of the change in the distribution within the next week for the September disbursement. Therefore, we are bringing this to the CCOC Executive Committee for a decision which according to the Plan of Operations has the authority to meet and make decisions that require immediate attention or concern administrative issues.

COMMITTEE ACTION: Approve Budget Committee Recommendation

LEAD STAFF: John Dew

ATTACHMENTS:

1. Clerk Thomas request and revenue shortfall reason letters.
2. Documents from Clerk's office on reasons for local revenue decline.

Nicholas Thomas

Gadsden County, Florida



Clerk of the Circuit Court

Clerk of the County Court

Clerk to the Board of County Commissioners
County Recorder
County Auditor

August 20, 2018

Mr. Ken Burke, Executive Council Chair
Florida Clerks of Court Operations Corporation
2560-102 Barrington Circle
Tallahassee, FL 32308

Honorable Ken Burke:

Our county FY2018 revenue is far less than previously projected creating a "serious cash flow issue".

The Gadsden Clerk of Court is requesting funding assistance from the CCOC Budget Committee to remedy this cash flow situation. Our estimated revenue shortfall for the county fiscal year end is \$198,000.

Your assistance with this matter is greatly appreciated.

Sincerely,

Nicholas Thomas, Clerk

Gadsden Clerk of the Circuit Court

Ph. (850) 875-8601
FAX (850) 875-8612

Website: www.gadsdenclerk.com
Email: clerkofcourt@gadsdenclerk.com

P.O. Box 1649
Quincy, FL 32353-1649

Nicholas Thomas

Gadsden County, Florida



Clerk of the Circuit Court

Clerk of the County Court

Clerk to the Board of County Commissioners
County Recorder
County Auditor

August 22, 2018

Stacey Butterfield, Executive Committee Chair
Florida Clerks of Court Operations Corporation
2560-102 Barrington Circle
Tallahassee, FL 32308

Honorable Stacey Butterfield:

This letter is to explain why revenue in Gadsden is lower than projected creating a \$198,000 "cash flow deficit". CCOC has stated that overall clerk revenue for FY19 will increase for the first time in 10 years, which is not the situation in Gadsden. Our revenue across the board has continued to decline for several years. Contributing factors that are out of our control are court ordered waivers, approved indigent applications (see attached four year comparison) and declining traffic cases. For example, traffic tickets this year alone are 2,000 less than this same time last year. Also, most people in Gadsden filing for divorce fall below the Federal Indigent Guidelines and therefore are exempt from paying filing fees.

In recent years the CCOC re-adjusted revenue projections during the year and then re-adjusted the state allotment if necessary. As reported to CCOC on January 5, 2018 our projected revenue deficit at that time was approximately \$114,000. The re-projection process in the past has basically kept us from having to make a specific request. I've attached that revenue re-projection report.

Thank you for considering this urgent request.

Respectfully submitted,

Nicholas Thomas, Clerk
Gadsden Clerk of the Circuit Court

Ph. (850) 875-8601
FAX (850) 875-8612

Website: www.gadsdenclerk.com
Email: clerkofcourt@gadsdenclerk.com

P.O. Box 1649
Quincy, FL 32353-1649

	FY15	FY16	FY17	FY18 as of July 31
Revenues				
Rev Budget	902,145.00	925,000.00	829,547.00	890,483.00
Actual Collections	839,739.25	876,428.15	748,807.27	695,734.46
	<u>(62,405.75)</u>	<u>(48,571.85)</u>	<u>(80,739.73)</u>	<u>(194,748.54)</u>
State Allotment	<u>356,388.43</u>	<u>231,264.39</u>	<u>259,402.33</u>	<u>130,116.00</u>
Jury Reimbursement		<u>15,310.63</u>	<u>55,001.64</u>	<u>55,199.46</u>
Waived Fees				
Court Ordered	242,448.92	207,174.90	241,034.20	207,009.31
Indigent Fees	73,918.75	61,171.50	53,732.50	48,880.00
Payments made externally	9,381.20	2,654.86	-	3,655.18
	<u>325,748.87</u>	<u>271,001.26</u>	<u>294,766.70</u>	<u>259,544.49</u>

**Revenues are projected using a 30 month average

**10% started being deposited directly to fund 021 in Jul'17

**Rev in 2018 was projected higher because of 10% fines going into fund 021

Revenue Reprojection Survey
County Fiscal Year 2017/2018



County: Gadsden
Contact: Rachel Harris
E-Mail Address: rharris@gadsdenclerk.com

Projections As of Date: 1/5/2018

CCOC Form Version 1
Created 12/15/17

17/18 Fine and Forfeitures Trust Fund Reprojections

	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	YTD Total
Fines, Fees, Svc Chgs, Ct Costs, etc. (Not Including 10% Fines)	\$ 55,411.89	\$ 55,406.47	\$ 56,437.72	\$ 55,195.08	\$ 55,195.08	\$ 55,195.08	\$ 55,195.08	\$ 55,195.08	\$ 55,195.08	\$ 55,195.08	\$ 55,195.08	\$ 55,195.08	\$ 664,011.80
10% Fines	\$ 4,058.98	\$ 4,064.40	\$ 3,033.15	\$ 4,275.79	\$ 4,275.79	\$ 4,275.79	\$ 4,275.79	\$ 4,275.79	\$ 4,275.79	\$ 4,275.79	\$ 4,275.79	\$ 4,275.79	\$ 49,638.64
Total Fine and Forfeitures Trust Fund Dollars:	\$ 59,470.87	\$ 59,470.87	\$ 59,470.87	\$ 59,470.87	\$ 59,470.87	\$ 59,470.87	\$ 59,470.87	\$ 59,470.87	\$ 59,470.87	\$ 59,470.87	\$ 59,470.87	\$ 59,470.87	\$ 713,650.44

Comments/Additional Notes:

Holland and Knight Revenue Projections

	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	YTD Total
Issuance of a Summons (\$10) F.S. 28.241(1)(d)	\$ 1,785.00	\$ 1,210.00	\$ 950.00	\$ 1,351.08	\$ 1,351.08	\$ 1,351.08	\$ 1,351.08	\$ 1,351.08	\$ 1,351.08	\$ 1,351.08	\$ 1,351.08	\$ 1,351.08	\$ 16,104.72
Indigent Civil Defense Trust Fee (10%) F.S. 57.082(1)(d)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Civil Traffic Proof of Compliance Court F.S. 318.14(10)(b)	\$ 48.02	\$ 45.72	\$ 35.56	\$ 48.67	\$ 48.67	\$ 48.67	\$ 48.67	\$ 48.67	\$ 48.67	\$ 48.67	\$ 48.67	\$ 48.67	\$ 567.33
Civil Traffic Court Cost F.S. 318.18(11)(a)	\$ 2,361.24	\$ 2,078.14	\$ 1,732.61	\$ 2,246.15	\$ 2,246.15	\$ 2,246.15	\$ 2,246.15	\$ 2,246.15	\$ 2,246.15	\$ 2,246.15	\$ 2,246.15	\$ 2,246.15	\$ 26,387.34
Civil Traffic Admin Fee (\$12.50) F.S. 318.18(18)	\$ 6,512.42	\$ 5,506.33	\$ 4,445.30	\$ 6,155.27	\$ 6,155.27	\$ 6,155.27	\$ 6,155.27	\$ 6,155.27	\$ 6,155.27	\$ 6,155.27	\$ 6,155.27	\$ 6,155.27	\$ 71,861.48
Total	\$ 10,706.68	\$ 8,840.19	\$ 7,163.47	\$ 9,801.17	\$ 9,801.17	\$ 9,801.17	\$ 9,801.17	\$ 9,801.17	\$ 9,801.17	\$ 9,801.17	\$ 9,801.17	\$ 9,801.17	\$ 114,920.87