

**OPERATIONAL BUDGET EXPENDITURE CERTIFICATION  
FISCAL YEAR 2018-2019**

I, the undersigned Clerk of Court, do herein attest as to the following:

1. Operational budget for October 1, 2018 through September 30, 2019 as herein submitted represents, to the best of my knowledge and belief, pursuant to s. 28.35(3)(a), F.S., the salaries, benefits, and costs for all (the **gross budgeted expenditures**) of the following court-related functions of the office:
  - Case maintenance
  - Records management (all costs associated with storage, redaction, retrieval and maintenance not included under Chapter 29)
  - Court preparation and attendance
  - Processing the assignment, reopening, and reassignment of cases
  - Processing of appeals
  - Collection and distribution of fines, fees, service charges, and court costs
  - Processing of bond forfeiture payments
  - Payment of jurors and witnesses and all Juror related costs including their payments
  - Payment of expenses for meals and lodging provided to jurors
  - Data collection and reporting
  - Determinations of indigent status
  - Paying reasonable administrative support costs to enable the Clerk of the Court to carry out above court-related functions

(Note: Certification of this provision will allow for compliance with numerous provisions under s. 28.35, F.S., in which these court-related functions are referenced.)

2. Operational budget as herein submitted, to the best of my knowledge and belief, **does not include** budgeted expenditures associated with local requirements deemed the responsibility of the county pursuant to s. 29.008, F.S., nor does the proposed budget include budgeted expenditures for any non-court-related function of the office. Local requirements include the following as defined by applicable statute:
  - Facility Expenses (s. 29.008 (1) (a), F.S.)
  - Construction or Lease Expenses (s. 29.008(1)(b), F.S.)
  - Maintenance (s. 29.008(1)(c) F.S.)
  - Utilities (s. 29.008(1)(d), F.S.)
  - Security (s. 29.008(1)(e), F.S.)
  - Communications (s. 29.008(1)(f), F.S.)
  - Radio Systems, existing (s. 29.008(1)(g), F.S.)
  - Multi-agency criminal justice information systems, existing (s. 29.008(1)(h), F.S.)
  - Specialized Programs (s. 29.008(2), F.S.)
3. Revenues used to support court-related operations are included within the proposed budget (i.e. county funding, Title IV-D reimbursement, and other Clerk revenues received)
4. Proposed budgeted FTE and expenditures have been allocated among the divisions consistent with the workload in those divisions.
5. As per s. 28.35(2)(f) 3, F.S., court related revenues projected in this budget will not be used for non-court related purposes.

DATE: \_\_\_\_\_

\_\_\_\_\_  
CLERK OF COURT SIGNATURE

\_\_\_\_\_  
COUNTY