



BUDGET COMMITTEE MEETING

August 25, 2020

JD Peacock, II
OKALOOSA COUNTY
EXECUTIVE COUNCIL CHAIR

Jeffrey R. Smith, CPA, CGMA
INDIAN RIVER COUNTY
VICE-CHAIR

Tiffany Moore Russell, Esq.
ORANGE COUNTY
SECRETARY/TREASURER



STACY BUTTERFIELD, CPA
POLK COUNTY

JOHN CRAWFORD
NASSAU COUNTY

TODD NEWTON
GILCHRIST COUNTY

LAURA E. ROTH
VOLUSIA COUNTY

HARVEY RUVIN, ESQ.
MIAMI-DADE COUNTY

RON FICARROTTA
13TH JUDICIAL CIRCUIT JUDGE
SUPREME COURT APPOINTEE

ANGELINA "ANGEL"
COLONNESO, ESQ.
MANATEE COUNTY
SENATE APPOINTEE

VACANT
HOUSE APPOINTEE

JOHN DEW
EXECUTIVE DIRECTOR

JOE BOYD
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BUDGET COMMITTEE MEETING

August 25, 2020

Meeting: 9:00 AM – 4:00 PM, Eastern

WebEx Link: <https://flccoc.webex.com/flccoc/j.php?MTID=ma9ac8897b6d055a997872a5c946e5621>

Meeting Code: 160 102 0120, Password: CCOC

Conference Call: 1-415-655-0001; Access Code: 160 102 0120

- 1) Call to Order and Introduction.....Hon. JD Peacock
- 2) Approve AgendaHon. JD Peacock
- 3) Approve Minutes from 7/8/20 and 8/12/20 Meetings.....Marleni Bruner
- 4) CFY 2020-21 Needs-Based Budget DeliberationsHon. JD Peacock
 - a) Review additional budget requests
 - b) Approve final CFY 2020-21 Needs-Based Budget Requests
- 5) CFY 2020-21 Revenue-Limited Budget.....Hon. JD Peacock
 - a) Review component(s) for balancing needs-based budget to available revenue
 - b) Approve CFY 2020-21 Revenue-Limited Budget
- 6) Other business.Hon. JD Peacock
 - a) Next meeting

Committee Members: JD Peacock, Chair; Jeffrey Smith, CPA, Vice-Chair; Tom Bexley; Ken Burke, CPA; Sharon Bock, Esq.; Stacy Butterfield, CPA; Pam Childers, CPA; Kellie Connell, CPA; Gary Cooney, Esq.; John Crawford; Greg Godwin; Tara S. Green; Carla Hand, CPA, CGFO; Tiffany Moore Russell, Esq.; Donald C. Spencer; Carolyn Timmann; and Angela Vick



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Minutes of July 8th CCOC Budget Committee Meeting

Committee Action: Review and approve with amendments as necessary.

The Budget Committee of the Clerks of Court Operation Corporation (CCOC) held a meeting via WebEx and in person on July 8, 2020. An agenda and materials were distributed prior to the meeting and posted on the CCOC website on the Budget Committee page: <https://flccoc.org/committees/budget/>. Provided below is a summary of staff notes from the meeting. These staff notes are designed to document committee action, not to be a full record of committee discussions. All motions adopted by the committee are in **bold** text. All CCOC staff action items based on committee direction are in red and **bold** text.

1. Agenda Item 1 – Call to Order and Introduction

The workshop was called to order by Clerk JD Peacock, Chair of the Budget Committee. Marleni Bruner, CCOC Senior Budget Manager called the roll.

On Call for meeting: Clerk Peacock, Clerk Smith, Clerk Bexley, Clerk Burke, Clerk Butterfield, Clerk Childers, Clerk Cooney, Clerk Crawford, Clerk Godwin, Clerk Green, Clerk Hand, Clerk Kinsaul, Clerk Russell, Clerk Spencer, Clerk Timmann, and Clerk Vick.

Absent from call: Clerk Bock, Clerk Forman and Clerk Connell

2. Agenda Item 2 – Approve Agenda

With no adjustments to the agenda, it was approved without objections.

3. Agenda Item 3 – Approval of Minutes from 2/19/20 and 5/27/20 Meetings

Clerk Peacock reviewed that the February 19th minutes were corrected and are now presented along with the minutes from the May 27th meeting.

Clerk Childers motioned for approval and Clerk Vick seconded the motion. With no debate, the committee adopted the motion unanimously.

4. Agenda Item 4 – CFY 19-20 Update

4a. Trust Fund Status

BUDGET COMMITTEE MEETING MINUTES – JULY 8, 2020

Clerk Peacock opened the floor to Jason Welty to give an update on the Trust Fund. The Trust Fund had \$8.9 M in it to get through the rest of the fiscal year. This will ensure that funds are available in the trust fund for disbursements according to the cash flow spreadsheet.

Clerk Burke questioned the \$8.9 M to be put into perspective; for example, what should the balance be? Jason explained that we started the year with \$40 M in the trust fund; however, \$15.8 M of those funds were budgeted in current year and disbursed to counties, plus another \$5.6 M that was sent to state General Revenue from cumulative excess. The current balance will get us through September 30 with the new reduced budget. Clerk Burke asked where this puts the committee for October as far as cash flow. Jason told the committee the revenue from September will help carry into October. All calculations have not included any September revenues. Clerk Burke then asked how much went to the state general revenue fund last year. Jason told him it was about \$5.6 million was swept in by late January 2020. Clerk Burke would like a figure of how much was collected and sent to state General Revenue over the last 5 or 7 years. Jason explained that we have only sent back money the last 2 years, which is approximately \$20 M (\$5.6 M plus approximately \$14 M).

Clerk Butterfield wanted to be clear about the \$8.9 M in the trust fund and was told by Clerk Peacock that the amount gets us through the end of the year on a \$60 M reduced budget. Clerk Butterfield stated that she took the reduction in her office - laid off and furloughed employees and did not want there to be confusion that the clerks have money.

Clerk Green asked what is needed to keep us fully funded through the year. Jason answered by telling her the amount needed is \$60 million. Clerk Timmann was called on but her question was already asked by Clerk Butterfield and she appreciated the clarification that the \$60 M reduction was taken in the 4th quarter.

Clerk Colonnesso asked if this balance in the trust fund took into account all the reductions that clerks have taken and Clerk Peacock explained that the balance is dollars sitting in the trust fund which fluctuates and the financial situation is better looked at in the Cash Flow update that Jason will provide.

4b. Cash Flow Update

Jason provided a review and explanation of the cash flow spreadsheet. The green columns are the revenues. The tan/yellow columns are expenditures. He also explained that the expected revenue is the amount that the budgets were reduced to, \$387 M. Jason then explained that the expenditures include payments made to the trust fund from depository counties and funds received from the trust fund are included as revenue for funded counties. There are 32 counties that will not have enough dollars locally to get through the end of the year, so the last column (peach) show the payments from the trust fund that will be needed to get them through the end of the year.

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Clerk Butterfield requested a review of the green revenue columns. Jason explained that “TF Revenue” is disbursements from the trust fund as a regular funded county or the special disbursements that have been done. The next column is the amount that was disbursed from the cumulative excess in CFY 2018-19. The next column is a combination of the first two explained and the last column is the addition of the Local revenue column and the two explained columns.

Clerk Peacock also wanted to point out that the cash clerks received from the cumulative excess was a non-recurring amount and that is why it was removed from the Base Budget calculation. It is shown here so that everyone is clear on where the totals came from.

Clerk Smith asked for clarification of why TF Payments was included as expenditures. Jason explained that is the amount that a county has sent to the trust fund from their monthly 1/12th calculation.

Clerk Butterfield pointed out that the locally collected revenue (\$371 M) was a key number to take note of because there would not be any other revenue sources for the clerks in the upcoming year. Clerk Smith asked if the \$371 M was estimates and Jason informed him it was 9 months of actuals and 3 months of estimates.

4d. Trust Fund Disbursement for July

Jason skipped to TF Distribution for July. The disbursement of the remaining funds would be done in 2 distributions instead of three months. The staff recommendation is for the committee to approve the modification of the CFY 2019-20 disbursements for the counties listed in the packet. Late August would be the timing for the second distribution.

Clerk Vick motioned for approval of the TF Distribution for July and Clerk Childers seconded the motion.

Clerk Smith requested clarification on which column is the distribution and Jason explained it is column BO, the amount would be divided by two and disbursed in two months.

Clerk Vick asked for clarification regarding the balance of approximately \$1.9 M in the trust fund after distribution. Jason explained that any remaining balance will but used in the future. Clerk Vick then asked if more was collected, would it be retained and carried over into the next year. Clerk Peacock and Jason told her it is something staff and the Budget Committee will need to review if additional funds become available.

Clerk Kinzel stated that she feels penalized for not pulling from the TF. She felt that depository counties need to be reevaluated and didn't like that there would be any money in reserve. She felt every dollar needed to be spent because some counties have been drastically impacted by the reductions. Clerk Peacock told her the budget

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cuts went directly to the expenditure abilities, then recalculated the funded/depository dynamic. Clerk Butterfield explained that the \$1.9 M of the TF balance does not impact the cut. The reduction is still in place and these are cash dollars that are being used to help counties.

The motion was adopted unanimously.

4c. Funded and Depository Recalculation

Clerk Peacock opened this section by explaining that the following recalculation of Funded/Depository is the mechanics of what have to be done when the budget is reduced. Marleni Bruner, CCOC Senior Budget Manager, explained the spreadsheet provide in the meeting packet. The calculation takes the new budget authority and compares it to the revenue projection. The calculation also took into account any funds that were sent to (expenditure) or from (revenue) the trust fund. The amount shown in Column K, “1/12th threshold (Jul – Sep). Marleni also stated that the packet is incorrect, and the spreadsheet being shared has been corrected. Clerk Peacock also mentioned that if there is any increase or decrease it will have to be recalculated. Staff requested a motion be made to approve the revised funded and depository calculation and edit the Expenditure and Collection (EC) report to reflect the changes. Clerk Peacock recommended to adopt it by consent and asked for any objections.

With no objections the calculation was adopted by unanimous consent.

4e. Juror Management Budget Authority Adjustment

Jason explained that this was an action taken by the budget committee last year to modify jury budget authority to match the needs as they differed from projections at the beginning of the year. Adjustments are needed to the 28 counties by increasing their jury management. Clerk Peacock opened the floor to committee members questions, to which there were none. He then asked Clerk Vick if she had anything further to add as she has been working with Jason on Jury Management. Clerk Vick thanked Jason for his hard work.

Clerk Vick motioned for approval of the Jury Budget Authority changes and Clerk Butterfield seconded the motion. With no debate, the motion was adopted unanimously.

5. Agenda Item 5 – CFY 2020-21 Update

5a. Reduction of New Judge Allocation

Jason explained that Gov. DeSantis vetoed Line Item 3222 – Certification of Additional Judgeships – Circuit Courts as well as Line Item 3238 – Certification of Additional Judgeships – County Courts. The bill authorizing new judges was signed but the Governor but no funding to go with it; therefore, the judiciary will be no new judges for CFY 2020-21. A reduction to the base budget for judges is required.

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Clerk Peacock asked if any committee members had any questions or comments, in which no one did.

With no objection, the reduction of the Base Budget for judged was adopted by consent.

5b. Juror Management Budget Authority Adjustment

Jason explained that this process was similar to what was done last year. The staff recommends modifying the CFY 2020-21 juror management budget authority to the average of actual expenditures for the last two fiscal years (CFY 2017-18 and CFY 2018-19) prorated to the \$11.7 M budget authority from JAC. Current fiscal year data was not included because the year is in progress.

Clerk Vick added if the Governor's directive to limit the amount of release was taken into account when performing this adjustment. Jason explained that it did not impact budget authority because the authority is still there, but it will have to be taken into account when the CCOC submits their quarterly request to JAC. He explained that in the past when there was a hold back on release the full amount ended up being released in the 4th quarter when revenues were sufficient.

Clerk Vick motioned for approval of the Juror Management Budget Authority Adjustment for CFY 2020-21 and Clerk Childers seconded the motion. With no debate, the motion was adopted unanimously.

6. Agenda Item 6 – CFY 20-21 Similarly Situated County Workgroup Report

Clerk Cooney provided a history and update to the committee on the Peer Groups then presented a recommendation. Clerk Cooney presented three options stated that traffic weighted as 3 put too much emphasis on traffic cases in regard to workflow; however, that would be for PIE Committee to decide upon.

Clerk Cooney recommends the use of 1.5 to weigh traffic cases for peer group calculation. His report had three options and the recommendation is to use column titled "Total Weighted Cases with Traffic Cases Weighted 1.5" which resulted in eight peer groups. He also stated that whatever number the PIE Committee determines between the 3 it currently is or anything less than that, it could potentially change his Peer Group groupings but would not change the number of peer groups which is 8. He also noted that Miami-Dad had to be in a peer group to comply with statute but is more than twice the smallest member of its peer group.

Clerk Peacock restates the 1.5 weight for traffic and 8 peer groups. He then asks committee members if they have any questions or concerns.

Clerk Smith asked for clarification of why Clerk Cooney recommends a 1.5 weight. Clerk Cooney stated that this weight makes more sense for accuracy. He wants to send this to the PIE Committee for further discussion and approval.

BUDGET COMMITTEE MEETING MINUTES – JULY 8, 2020

Clerk Butterfield commented that she fully supports the weighted cases recommendation.

Clerk Green agreed that case counts alone do not define the workload and agreed with the 1.5 weight.

Clerk Smith asked if the peer group recommendation had any relation to population. Clerk Cooney stated they don't use only population because that doesn't reflect the workload in each county.

Clerk Peacock asked if anyone had any further questions, to which no one did. Clerk Roth stated that she is willing to investigate it with the PIE Committee.

Clerk Butterfield motioned to approve the recommendation of 8 Peer Groups using Civil Traffic weighted at 1.5 contingent upon the review of the Civil Traffic weight by the PIE Committee and whatever weight they determine is best, will be used in the calculation of the Peer Groups. Clerk Cooney seconded the motion. With no debate, the motion was adopted unanimously.

CCOC staff will setup a PIE Committee meeting to address the request from the Budget Committee.

7. Agenda Item 7 – DFS Audit Summary

Clerk Peacock stated that the information from the DFS Audits were provided for information purposes. Marleni explained that the information that was included in the Budget Committee packet has the complete list of CFY 2018-19 audits which was not complete when the Budget Instructions were complete. Clerk Peacock asked if anyone had comments or questions.

Clerk Cooney added that Lake disagreed with 2 comments from CFY 2016-17. One in particular, related to Title IV-D indirect costs allocation. Lake County was able to prove that they were using the allocation formula in question. **Clerk Peacock asked that Clerk Cooney send the information to Marleni so she could send the information to everyone for review.**

Clerk Smith asked about the printers and copiers. Marleni responded that DFS does not allow for networked printers and copiers per statute.

Clerk Russell also identified that DFS does not allow for software licenses as a court expense that clerks need to speak out against as that is an efficiency issue.

8. Agenda Item 8 – Other Business

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Clerk Peacock stated that a discussion needs to be had about how to apply workload or weighted cases. He wanted to separate the revenue discussion from the expenditure discussion. Clerk Peacock then stated that now is the time for committee members to weigh in. he stated if anyone has anything to add, send an email to John Dew, Jason Welty, Marleni Bruner or himself.

Clerk Butterfield asks about timing for meeting again. Clerk Peacock stated he wants to have at least a monthly meeting.

Clerk Green asked when the next REC meeting will occur. Jason stated the next meeting will occur on July 20th. Clerk Green predicts the July 20 projections will be low. Clerk Peacock responded by stating expenditures need to be separate from revenue.

Clerk Butterfield asked if the committee will entertain coming back to increase budgets. Clerk Peacock stated the moment we get a commitment were all comfortable with, the Budget Committee will look at increasing Budget Authority.

9. Agenda Item – Public Comments

Clerk Kinsaul brought up the need to edit base budgets components. Clerk Peacock stated revenues by county look at revenue as separate component from expenditures.

The meeting was adjourned at 4:22 pm.



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Minutes of August 12th CCOC Budget Committee Meeting

Committee Action: Review and approve with amendments as necessary.

The Budget Committee of the Clerk of Courts Operation Corporation (CCOC) held a meeting via WebEx on August 12th, 2020. An agenda and materials were distributed in advance of the meeting and posted on the CCOC website. Provided below is a summary of staff notes from the meeting. These staff notes are designed to document committee action, not to be a full record of committee discussions. All motions adopted by the committee are in **bold** text. All CCOC staff action items based on committee direction are in red and **bold** text.

1. Agenda Item 1 – Call to Order

The workshop was called to order by Clerk JD Peacock, Chair of the Budget Committee. Marleni Bruner, CCOC Senior Budget Manager called the roll.

Present for meeting conference call: Clerk Peacock (Chair), Clerk Smith (Vice-Chair), Clerk Bexley, Clerk Burke, Clerk Butterfield, Clerk Childers, Clerk Cooney, Clerk Crawford, Clerk Forman, Clerk Green, Clerk Hand, Clerk Kinsaul, Clerk Moore Russell, Clerk Spencer, Clerk Vick

Absent from conference call: Clerk Bock, Clerk Connell, Clerk Godwin, Clerk Timmann

2. Agenda Item 2 – Approve Agenda

Clerk Peacock stated that the minutes from the July 8, 2020 meeting are not ready so that is removed from the agenda. Also, a conversation regarding the latest information on cash flow will be presented first.

A motion was made to approve the revised agenda by Clerk Cooney and seconded by Clerk Vick. Seeing no objections, the motion was adopted.

3. Agenda Item 3 – Approve Minutes from July 8, 2020 Meeting

This item was removed from the agenda.

4. Agenda Item 4 – CFY 2019-20 Cash Flow Analysis

BUDGET COMMITTEE MEETING MINUTES – AUGUST 12, 2020

Jason Welty began the discussion of the Cash Flow Analysis, referencing the revised packet sent by Marleni Bruner the morning of the meeting, specifically referencing the Cash Flow spreadsheet. Mr. Welty stated that a majority of clerks provided their revenue, which revealed a small increase in June and July, compared to the original projections. Because of this increase, Mr. Welty made the decision to increase anticipated revenues for August. Mr. Welty then reviewed his original methodology for the modified August projections.

Clerk Peacock asked if there were any questions of Jason from the committee. Clerk Burke questioned what would happen if clerks brought in more than the budget authority. Mr. Welty responded by referencing budget letters recently sent to the counties and stated that the current budget authority was still \$446.8 M but the CCOC restricted spending authority. He also clarified that any revenue collected over current restricted spending authority will be used for next year, as there is no way clerks will reach the anticipated revenue by the REC. The current statute will require a 50/50 split with CCOC and the state's General Revenue Fund, but there will be no cumulative excess this year, as it relates to revenue.

Clerk Peacock recognized that the approved budget is still the approved budget, even in these circumstances. Clerk Burke asked that this be memorialized at the next Executive Council meeting to minimize confusion. Clerk Peacock stated that despite the lack of revenues the Budget Committee will still approve a needs-based budget request.

Clerk Smith asked if the \$3.9 M referenced in the spreadsheet is going to be shared with the legislature. Clerk Peacock said he does not believe that to be the case. He stated that going into making the spending reduction staff was aware that actuals could come in differently than original calculations. The projection shows an additional \$4 M. Is the spending authority worth amending again? From there, how should that be distributed? If the funds are not disbursed, it has potential to roll into next year's (CFY 2020-21) budget.

Clerk Smith asked if Clerk Peacock has heard anything from the Governor's office regarding the budget for the current fiscal year. Mr. Welty responded letting him know that he is sifting through numbers submitted through the survey that was recently submitted, and once that is polished, it will be sent off briefly. From there, Mr. Welty stated that he has to better understand which counties received financial assistance, making sure furloughed or reduced positions were filled, to be sure numbers are as accurate as can be before sending off to the Governor's office. Clerk Peacock commented that regardless of the Governor's response, from a budget perspective, the timing of the global pandemic will continue to be fluid with budget adjustments.

Clerk Butterfield then commented that this \$3.9 M, with the possibility of assistance in this fiscal year and budget adjustments have the potential to produce unexpected revenue to be carried into next year. Clerk Peacock stated that we know what our

BUDGET COMMITTEE MEETING MINUTES – AUGUST 12, 2020

needs-based expenditure budget needs to be. In regard to funding from the Governor, Clerk Peacock suggested to plan for little to no assistance. Clerk Smith commented that state agencies were asked to cut their budgets by 8%. Clerk Burke stated that they were asked to take a 13-46% budget cut for the 4th quarter, so clerks are ahead in that sense.

Clerk Vick clarified that the \$3.9 M is a restoration of clerks spending limit. Additionally, wanted to clarify that if the Governor does provide assistance, clerks would fill the gap between needs-based spending and the REC estimate. Clerk Vick asked about the next REC meeting; however, Mr. Welty clarified that the REC already met regarding Article V revenues and the upcoming meeting is for another part of the state revenue. Our number is set at \$410 M for CFY 2020-21.

Clerk Butterfield motioned to increase the reduced spending authority, pro rata across all clerks. The motion was seconded by Clerk Moore Russell.

Clerk Peacock opened it up to the committee for questions. Clerk Cooney asked if this money carries to September, and Mr. Welty responds that it does not, it is only excess from original projection from June, July, and August. Clerk Kinsaul agreed with the increase in expenditure adjustment, but against the pro rata distribution. Surplus counties should get to keep a larger share or at least their contribution to the excess.

Clerk Vick motioned to amend the motion to remove clerks who have received financial assistance from their counties. There was no second. The amendment failed.

Clerk Forman asked if CCOC has information available which would reveal which clerks have contributed to the trust fund, beyond their budget. Mr. Welty replied, answering yes, and stated that we also know which counties receive additional funding from their county.

Clerk Vick just didn't know how it was fair to not take into account counties that have received funding from their county to help. Clerk Moore Russell agreed that Clerk Vick brought up a good point. Clerk Russell explained that she asked her board for \$1.5 M to avoid furloughing employees but has to turn around and send CCOC \$6 M. Clerk Spencer spoke up and agreed that counties who get help from their board should not have it held against them. He also stated that if the CCOC continues to get everyone the same and reduce everyone the same then he will stop his collection efforts because there is no incentive to his staff to work so hard just to send it to other counties.

Clerk Butterfield requested clarification, that if it is not distributed pro rata, and the financial assistance allowed clerks to surpass their budget, the money would be split with the state. Clerk Peacock replied explaining that regardless of the budget spending changes made, the REC numbers have remained the same for budget authority. Even if clerks collect more than the reduced spending authority it will not

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be enough to reach the original REC amount. Clerk Butterfield explained that any extra bit helps and will reduce how many people she has on furlough.

Clerk Burke commented explaining that as a deficit county, all he is able to do is collect the money out there. He cannot write citations or assess fines. Clerk Burke questioned if deficit counties would be penalized, when they are unable to collect more. He suggested the demographics of counties to be taken into consideration, and acknowledged that clerks' function as a team, and support one another willingly. In response, Clerk Peacock stated that the consideration of PIE Committee and Budget Committee work should be taken into consideration in the future. He stated that this is an opportune time to clear up this equitable conversation.

Clerk Kinsaul stated that he agrees with Clerk Moore Russell's previous statement. He stated that in his county, to make ends meet, he removed everyone from collections, as collections do not change his county's revenue. Clerk Kinsaul, as a surplus county, stated that more of revenue should remain within surplus counties. Clerk Daughtrey, as a smaller, funded, county, stated her appreciation for clerks' help. Clerk Daughtrey asked that if the expenditure budget can increase, her employees would so greatly appreciate it. Clerk Green acknowledged the discussion as healthy and valid.

Clerk Roth understood that pro rata is the quickest and easiest way to disperse funds but wondered if there is any other indicator that allows for a more equitable distribution and could clerks volunteer to give up extra funding if they have funding from their county. Clerk Peacock suggested that clerks who are willing to forego their additional funding to help other clerks may be able to do so. Clerk Vick asked what the timeline looks like in regard to getting this funding to counties in need.

Clerk Spencer appreciated Clerk Vick's suggestion to allow volunteer funding. He recalled his history of asking for funding and turning his county from a deficit to surplus county. He stated his frustration with this system and that it has created animosity.

Clerk Peacock called for a vote to the motion and it passed unanimously. CCOC staff was directed to gather information from clerks who volunteered to decline the additional spending authority and distribute on a needs-based to remaining counties. Final amounts will be taken to the Executive Council for final approval.

Clerk Peacock suggested that all clerks will continue this discussion in person in 2021 when discussing the operational budget.

5. Agenda Item 5 – September Trust Fund Allocation

Mr. Welty referenced the spreadsheet from the packet and explained that money from the Trust Fund will be dispersed to allow all counties to meet 100% of their spending authority (July 1). Even though the funds would be received in September,

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they are for the current fiscal year and not part of revenues that are held to fund October. In the case that August does not come in with revenue as expected, there will be some cushion with the September distribution. This will take a few weeks to get through the Department of Revenue. Clerk Peacock opened the floor for questions.

Clerk Butterfield made a motion to adopt the proposed September distribution, with staff authority to make adjustments based on actuals. The motion was seconded by Clerk Vick. The motion was adopted unanimously with no questions.

6. Agenda Item 6 – CFY 2020-21 Budget Issue Request

Marleni Bruner provided a brief staff report, reviewing the memo distributed in the packet, provided a copy of each county's submission, as well as a summary spreadsheet. This will be used at the next meeting, and committee will find themes that can be addressed in bulk. A needs-based budget should be built, and separately the delta will be address between needs-based budget and revenue funding, as stated by Clerk Peacock. He asked if there were any questions, to which there were none.

Marleni Bruner will get revisions to Budget Committee Members. Questions requested to be sent to Marleni in preparation for the next meeting.

7. Agenda Item 7 – Revenue Generation Ideas

Doug Isabelle provided revenue ideas, to encourage revenue to be collected amidst current budget crisis. This will take staff to complete, so it may be challenging. His ideas included judgement liens, negotiation, and bond forfeitures. He projects this will go into action come March or April via Operation Green Light, but some actions should be ongoing. Mr. Isabelle shared a webinar taking place on August 19th focusing on how to create an online payment plan.

Clerk Peacock acknowledged collections as a statutory function that all must commit to, as it is best practices. In reply, Clerk Moore Russell wondered if Operation Green Light should be scheduled individually. Clerk Green stated that she has not heard anything yet, and Clerk Timmann additionally stated that nothing precludes virtual Operation Green Light.

Mr. Welty thanked counties who have gone out of their way to collect. Hendry County collected \$200 K, Marion \$150 K, and Hillsborough \$150 K all in bond forfeitures. These number can't be projected by the budgeting team.

8. Agenda Item 8 – Revenue Estimating Conference Results

Jason Welty provided a brief explanation regarding the REC results. The CCOC estimated our revenue to be \$405-406 M for CFY 2020-21. As it relates to filing fees,

BUDGET COMMITTEE MEETING MINUTES – AUGUST 12, 2020

and with the Governor's estimates set revenue to \$410 M for the state fiscal year CFY 2020-2021. This budget authority is just under 8% from the current year. He states that REC, jury, cumulative excess, and unspent budget funds will all allow for CFY 2020-21 estimate.

Clerk Peacock asked for questions from the committee. There were none.

9. Agenda Item 9 – Criteria for meeting CFY 2020-21 Revenue-Based Budget

Clerk Peacock spoke about the adjustment of budget for this coming fiscal year. The budget adjustments have already been made, without additional budget requests taken into consideration. From here, he suggested the next Budget Committee meeting to take place in two weeks for one day. In the morning, additional budget requests will be collected for staff to develop a needs-based budget. On that same day, after lunch, the delta between the needs-based budget and revenue spending authority budget should lie around 8%.

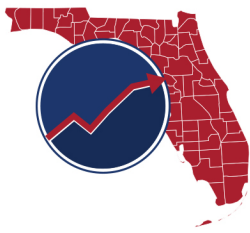
He then discussed his three-component reduction. One-third across the board reduction, one-third statewide case reduction, and one-third Peer Group Benchmark Budget weighted cases. This relies on the work done by Clerk Cooney and the PIE Committee. This method should not cause a dramatic reduction to any single clerk.

Clerk Smith asked if this 8% is off of the spending authority. Clerk Peacock responded with no, the current year budget with reduced spending authority. Clerk Burke wondered when they will know the exact figures. Clerk Peacock let him know that the needs-based budget will be decided using prior years as data sets. Clerk Burke suggested a call with staff to explain their methodology and number as a resource. Clerk Peacock suggested that Jason will have to send out the information by next week. Clerk Peacock reminded all of the August 26th all day meeting for budget working.

10. Agenda Item 10 – Other Business

Clerk Peacock discussed the upcoming meeting to take place in two weeks. A recommendation will be sent to the Executive Council for what the Needs-Based Budget and Revenue Restricted Budget should be. The systems should be updated come October 1 for the new budget years. Clerk Peacock said an emergency meeting will take place if clerks receive unexpected funding. Monthly meetings will be necessary to keep working.

Clerk Peacock adjourned the meeting at 4:14 PM.



AGENDA ITEM 4(a)

DATE: August 25, 2020
SUBJECT: CFY 2020-21 Additional Budget Requests
COMMITTEE ACTION: For review and discussion

OVERVIEW:

The CFY 2020-21 Budget Issue Requests were presented at the Budget Committee meeting held on August 12, 2020. Since that time, CCOC staff has performed technical reviews of the submitted Budget Issue Forms and worked with counties on corrections. Revisions as the result of those technical reviews have been sent to the CCOC and are included in this packet. The total for Budget Issues is now \$11,087,348 and includes funding for 43.92 FTE.

Attachment 1 contains the forms as submitted with any supporting documentation. Dixie County did not submit a request on the prescribed CCOC forms. **Attachment 2** is a summary of the requests.

Items of Note

- Below is a summary of the requests by Issue Category:

Issue Category	FTE	TOTAL
AO/Supreme Court Order	0.00	\$150,000
Audit Finding	1.15	\$55,633
Compliance	9.00	\$450,347
Continuation Budget	16.00	\$1,070,486
Cost Shift from County	0.68	\$1,612,722
Efficiencies	6.31	\$503,898
IT Funded from CCOC	4.28	\$230,390
Legislative Mandate	1.00	\$75,000
Other	1.00	\$339,393
Pay & Benefit Increases	4.00	\$6,521,745
Performance Measures	0.50	\$77,734
	43.92	\$11,087,348

- Pay & Benefit Increases includes items such as statutorily authorized FRS and clerk salary increases, Health Insurance increases, leave payouts, retirement adjustments, additional costs for 3% salary increase in Base Budget, etc.
- Compliance included 5 counties.

AGENDA ITEM 4(a) – CFY 2020-21 ADDITIONAL BUDGET REQUESTS

- Increased jury costs were in several different categories:

County	Recurring Yes / No	Issue Description	Issue Category	FTE	TOTAL
Baker	Yes	Jury Increase	Other	0.00	\$26,620
Escambia	No	Jury Management Software	Efficiencies	0.00	\$93,098
Highlands	Yes	Jury Increase	Continuation Budget	0.00	\$15,007
Osceola	Yes	Jury Increase	Other	0.00	\$195,558
Pasco	Yes	Jury Increase	AO/Supreme Court Order	0.00	\$150,000

- The total by Expenditure Category has been updated due to revisions:

FTE	43.92
Personnel	\$9,895,854
Operating	\$987,880
Capital	\$203,614
	\$11,087,348
TOTAL	\$11,087,348

COMMITTEE ACTION: For review and discussion

LEAD STAFF: Jason L. Welty, Budget and Communications Director

ATTACHMENTS:

- CFY2021 Budget Issue Requests with Supporting Documentation
- CFY2021 Budget Issue Summary

County: Alachua Priority: 1 Issue Type: Funding Issue
Contact: Lois Ann Priscott
E-Mail Address: lab@alachuaclerk.org Recurring: Yes Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	26.88	26.88	8.96	4.48	1.79	1.79	4.48	8.96	5.38	89.60
Personnel	\$19,500	\$19,500	\$6,500	\$3,250	\$1,300	\$1,300	\$3,250	\$6,500	\$3,900	\$65,000
Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$19,500	\$19,500	\$6,500	\$3,250	\$1,300	\$1,300	\$3,250	\$6,500	\$3,900	\$65,000

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Current law requires an annual actuarial valuation of the FRS be provided by the administrator of the Department of Management Services and for the results to be reported to the Legislature by December 31 of each year. Thereafter, the Legislature uses the results of the actuarial valuation to establish uniform employer contribution rates during the next legislative session to ensure the FRS is funded in a sound actuarial manner. Effective July 1, 2020, HB5007 revises the employer contribution rates for the FRS based on the 2019 actuarial valuation. The application of the rates recommended in the 2019 actuarial valuation of the FRS will have a significant fiscal impact to the court budget. Provisions of this bill relating to employer retirement contribution rates will increase amounts courts must pay for employee retirement benefits. If this item is not funded, these costs will have to be absorbed within our existing FY2021 court budget.

County: Alachua
Contact: Lois Ann Priscott
E-Mail Address: lab@alachuaclerk.org

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

CCOC Form Version 1
Created 6/1/20

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	26.88	26.88	8.96	4.48	1.79	1.79	4.48	8.96	5.38	89.60
Personnel	\$9,000	\$9,000	\$3,000	\$1,500	\$600	\$600	\$1,500	\$3,000	\$1,800	\$30,000
Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$9,000	\$9,000	\$3,000	\$1,500	\$600	\$600	\$1,500	\$3,000	\$1,800	\$30,000

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

Alachua County Board of County Commissioners is self-insured. The clerk is a member of the self-insurance plan and the Self Insurance Review Committee (SIRC) approved a motion to recommend a 1% increase to the health insurance premiums based upon current self funded reserves and actuarial data on projected claim experience. If this item is not funded, these costs will have to be absorbed within our existing FY2021 court budget.

County: Alachua
Contact: Lois Ann Priscott
E-Mail Address: lab@alachuaclerk.org

Priority: 3
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200	\$1,200
Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200	\$1,200

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

F.S. § 145.051 (1) states that each clerk of the circuit court and each county comptroller shall receive a salary based upon population. The above is an estimate of the increase to the Clerks annual salary for FY2021 for the court portion based upon the April 2019 population estimate via EDR and an estimate of the certified annual factor and certified cumulative annual factor annually provided by DMS. If this item is not funded, these costs will have to be absorbed within our existing FY2021 court budget.

County: Alachua
Contact: Lois Ann Priscott
E-Mail Address: lab@alachuaclerk.org

Priority: 4
Recurring: No

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

CCOC Form Version 1
Created 6/1/20

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	1.52	1.32	0.45	0.25	0.08	0.08	0.25	1.05	0.00	5.00
Personnel	\$9,424	\$8,184	\$2,790	\$1,550	\$496	\$496	\$1,550	\$6,510	\$0	\$31,000
Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$9,424	\$8,184	\$2,790	\$1,550	\$496	\$496	\$1,550	\$6,510	\$0	\$31,000

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

The above represents lump sum leave payouts for court employees entering and leaving DROP and an estimate of the amount expected to be paid from the FY2021 court budget. Employees entering DROP can elect up to 500 hours to be paid upon entry into the DROP program pursuant to the personnel regulations. If this item is not funded, these costs will have to be absorbed within our existing FY2021 court budget.

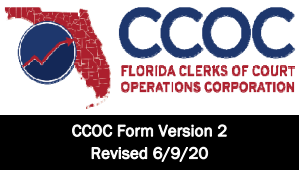
County: Baker Priority: 1 Issue Type: Funding Issue
Contact: Cheryl Rewis
E-Mail Address: cheryl.rewis@bakercountyfl.org Recurring: Yes Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	4,449.00	4,449.00	4,449.00	4,449.00	4,449.00	4,449.00	4,449.00	4,449.00	4,449.00	\$40,041
Operating										\$0
Capital										\$0
TOTAL	\$4,449	\$4,449	\$4,449	\$4,449	\$4,449	\$4,449	\$4,449	\$4,449	\$4,449	\$40,041

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Increase in FRS rates and two more added to DROP which is a higher rate.



County: Baker
 Contact: Cheryl Rewis
 E-Mail Address: cheryl.rewis@bakercountyfl.org

Priority: 2
 Recurring: Yes

Issue Type: Funding Issue
 Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	4,312.00	4,312.00	4,312.00	4,312.00	4,312.00	4,312.00	4,312.00	4,312.00	4,312.00	\$38,808
Operating										\$0
Capital										\$0
TOTAL	\$4,312	\$4,312	\$4,312	\$4,312	\$4,312	\$4,312	\$4,312	\$4,312	\$4,312	\$38,808

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

Employee health insurance rates increased 7%, County is picking up 2%

County: Baker
Contact: Cheryl Rewis
E-Mail Address: cheryl.rewis@bakercountyfl.org

Priority: 3
Recurring: Yes

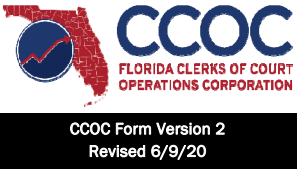
Issue Type: Funding Issue
Issue Category: IT Funded from CCOC

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE						1.00				1.00
Personnel						\$29,200				\$29,200
Operating										\$0
Capital						\$1,700				\$1,700
TOTAL	\$0	\$0	\$0	\$0	\$0	\$30,900	\$0	\$0	\$0	\$30,900

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

The Clerk is in dire need of our Technological issues due to we lose our IT staff last year and the County is consumed with their own IT issues. Capital requests are for a computer since the Clerk was running low on funds we utilized the vacant employee computer as a replacement. We are hoping to find someone at minimum wage and benefits.



County: Baker
Contact: Cheryl Rewis
E-Mail Address: cheryl.rewis@bakercountyfl.org

Priority: 4
Recurring:

Issue Type: Funding Issue
Issue Category: Other

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel								\$26,620		\$26,620
Operating										\$0
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$26,620	\$0	\$26,620

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@fliccoc.org.

Our Jury selections have increased, along with costs of supplies to send the jurors notices and costs of food. We have not received proper State funding for these demands in years.

County: Bradford Priority: 1 Issue Type: Funding Issue
Contact: Jim_Farrell
E-Mail Address: jim_farrell@bradfordcountyfl.gov Recurring: Yes Issue Category: Cost Shift from County

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$71,736									\$71,736
Operating										\$0
Capital										\$0
TOTAL	\$71,736	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$71,736

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

We would like to request a budget increase of \$71,736 to cover the County Funded Expenses for Civil Traffic - Personnel. All of these expenses are court related, and should be funded by the CCOC, not the Board of County Commissioners for Bradford County. If this issue is not funded by the CCOC, we will have to continue to be funded by the County for these expenses. Bradford County is a fiscally constrained county. For fiscal years 2013 -2018 their expenses have exceeded their revenue and they have had to make up the difference by using their fund balance. We don't have the audited financial statements for FY 19, but it appears we may have edged into the black for that year. This may be the result of receiving Hurricane Irma funds and because they passed a \$.05 gas tax bringing in revenue that has not yet been spent. The point is this county has been struggling for a while and should not have to pay for court expenditures in addition to their own expenditures. Any help that CCOC can provide would be greatly appreciated.

Florida CCOC Budget Issue Form
County Fiscal Year 2020-2021

Agenda Item 4a - Attachment 1



CCOC Form Version 2
 Revised 6/9/20

County: Bradford
Contact: Jim_Farrell
E-Mail Address: jim_farrell@bradfordcountyfl.gov

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Other

Child Support Rate Increase

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$4,698									\$4,698
Operating										\$0
Capital										\$0
TOTAL	\$4,698	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,698

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

We would like to request a budget increase of \$4,698 to cover the estimated increase in Child Support expenses due to the cost rate change and changes to personnel. If this issue is not funded by the CCOC, we will have to rely on the County to fund these expenses.

County: Broward A
Contact: Marie W. Elianor
E-Mail Address: welianor@browardclerk.org

Priority: 1
Recurring: No

Issue Type: Funding Issue
Issue Category: Continuation Budget

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	6.00									6.00
Personnel	\$230,915									\$230,915
Operating										\$0
Capital										\$0
TOTAL	\$230,915	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$230,915

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

This request is for continued funding of 6 courtroom clerks in the Felony Division. The courtroom clerks are responsible for updating the electronic case maintenance system (CMS) with the outcome of hearings and trials. The Felony Division has historically experienced high turnover in this position and challenges with recruitment due to the below market pay rates. The Division has had to rely heavily on overtime to maintain the timeliness of updating the official court records. These positions are critical to maintaining the timeliness and accuracy of the criminal justice information that gets entered into the CMS for all other stakeholders to use. Some of the stakeholders that rely on this information are the Broward Sheriff's Office, State Attorney, Public Defender, FDLE, and the Department of Corrections. A recent pay study elevated the position to a higher level and it is expected that recruiting for this integral position will be easier in the future. Filling the positions will also significantly reduce the amount of overtime needed. The local position numbers are 7095, 7239, 7252, 7267, 7272, and 25075.

County: Broward A
Contact: Marie W. Elianor
E-Mail Address: welianor@browardclerk.org

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Continuation Budget

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	3.00									3.00
Personnel	\$109,143									\$109,143
Operating										\$0
Capital										\$0
TOTAL	\$109,143	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$109,143

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

This is a request to continue funding three positions for the Domestic Violence unit. Due to local recruitment challenges including, but not limited to, high turnover rate and low starting pay rates, the positions were vacant longer than expected. Additionally, temporary staffing from a temporary staffing agency are currently being used to perform the work until qualified applicants can be hired. Without these positions, the Clerk would not be able to perform mandatory statutory duties or to maintain CCOC standards. The local position numbers are 25113, 25116, and 25276.

County: Broward A
Contact: Marie W. Elianor
E-Mail Address: welianor@browardclerk.org

Priority: 3
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Continuation Budget

CCOC Form Version 1
Created 6/1/20

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	2.00									2.00
Personnel	\$76,972									\$76,972
Operating										\$0
Capital										\$0
TOTAL	\$76,972	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$76,972

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

This request is to continue funding for two positions for the Felony Division. The role of these two positions is to backscan older paper court files so that the criminal courts can continue to reduce the amount of paper for criminal proceedings. Thousands of older Felony files are still active. It is not productive for the clerks or the courts to try and work from files that are part paper and part electronic. Backscanning has enabled the criminal courts to view all active court files electronically. This reduces clerk workload since the clerk no longer has to pull a file, transport it to the courtroom, and then return it to the fileroom multiple times over the life cycle of a case. The local position numbers are 4604 and 15001.

County: Broward A
Contact: Marie W. Elianor
E-Mail Address: welianor@browardclerk.org

Priority: 4
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Audit Finding

CCOC Form Version 1
 Created 6/1/20

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE		0.50	0.50							1.00
Personnel		\$22,549	\$22,550							\$45,099
Operating										\$0
Capital										\$0
TOTAL	\$0	\$22,549	\$22,550	\$0	\$0	\$0	\$0	\$0	\$0	\$45,099

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

This is a request to continue funding one position for the Finance division.

The purpose of this budget issue request is to address the audit finding/performance measure category item of Performance Measurement of Collection Rates. The Finance Clerk position which has been vacant for 180 days will be repurposed to address the audit finding of 2016 that has persisted the organization. Broward Clerk performance rates are below the CCOC standard rates for certain court types. As noted in response to the Joint Legislative Auditing Committee Repeat Audit Findings, the Finance Clerk position would be tasked with

- ☐ Reviewing internal and external processes for effectiveness and efficiency;
- ☐ Working with the four (4) divisions not compliant with the standards;
- ☐ Implementing quarterly review of standards; and
- ☐ Implementing timely remedial actions.

Additionally, the Finance Clerk, on behalf of the Broward Clerk will actively participate in the CCOC Performance Improvement and Efficiencies Committee and look for best practices from other Clerks to improve collection rates and meet performance measurement standards. The local position number is 8283.

County: Broward A
Contact: Marie W. Elianor
E-Mail Address: welianor@browardclerk.org

Priority: 5
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Continuation Budget

CCOC Form Version 1
Created 6/1/20

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	0.15	0.15	0.15	0.15		0.15	0.15	0.05	0.05	1.00
Personnel	\$9,416	\$9,416	\$9,416	\$9,416		\$9,416	\$9,416	\$3,139	\$3,139	\$62,774
Operating										\$0
Capital										\$0
TOTAL	\$9,416	\$9,416	\$9,416	\$9,416	\$0	\$9,416	\$9,416	\$3,139	\$3,139	\$62,774

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

This request is to continue to fund one Business Analyst (BA) position. The position was left vacant longer than expected but is still needed. The BA position is a technical position that requires extensive knowledge of IT and operational business functions. The position plays a key role in the development of new systems and products that help the organization move toward more electronic business processes. Currently, there are two 2 BAs split between 6 divisions and 3 satellite locations. The satellites need a dedicated BA which is the plan for this position. Some of the projects where this position are needed are as follows:

- ☐ Evidence – Implementation of an inventory tracking system
- ☐ Traffic and Misdemeanor– Conversion from CTS (obsolete system that we must migrate off of) to Odyssey financials, judicial requests, procedural manuals, upgrading website options (online partial payment and online payment plan requests), service requests for system enhancements, upcoming law changes.
- ☐ Jury – Summons and letter modification and online jury selection options. The local position number is 13450.

County: **Broward B** Priority: **6** Issue Type: **Funding Issue**
Contact: **Marie W. Elianor**
E-Mail Address: **welianor@browardclerk.org** Recurring: **Yes** Issue Category: **Continuation Budget**

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	3.00									3.00
Personnel	\$109,143									\$109,143
Operating										\$0
Capital										\$0
TOTAL	\$109,143	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$109,143

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

This is a request to continue funding three positions for the Circuit Civil/Family division. Due to local recruitment challenges including, but not limited to, high turnover rate and low starting pay rates, the positions were vacant longer than expected. Additionally, temporary staffing from a temporary staffing agency are currently being used to perform the work until qualified applicants can be hired. Without these positions, the Clerk would not be able to perform mandatory statutory duties or to maintain CCOC standards. The local position numbers are 4093, 4108, and 25071.

County: Broward B
Contact: Marie W. Elianor
E-Mail Address: welianor@browardclerk.org

Priority: 7
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Continuation Budget

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	1.00									1.00
Personnel	\$47,878									\$47,878
Operating										\$0
Capital										\$0
TOTAL	\$47,878	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$47,878

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

This request is for one Team Lead position in the Felony Division. Due to local recruitment issues and below market pay, this has been a difficult position to keep filled. However, a recent pay study that reclassified some positions, should help with retention in this position. The position serves as a lead to the other front counter staff, provides training, and other mid-management functions. It is a critical position for ensuring the consistency of training and for ensuring that the work processes are being handled accurately and timely. The local position number is 7242.

Florida CCOC Budget Issue Form
County Fiscal Year 2020-2021

Agenda Item 4a - Attachment 1



CCOC Form Version 1
 Created 6/1/20

County: Broward B
Contact: Marie W. Elianor
E-Mail Address: welianor@browardclerk.org

Priority: 8
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel									\$33,351	\$33,351
Operating										\$0
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$33,351	\$33,351

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

This request is for the FRS rates for CFY2021 which was increased effective July 1, 2020. The 2020-2021 Retirement Contribution Rates increase for all court employees which was report by the Department of Management Services Division of Retirement.

County: Calhoun
Contact: Kathy P. Stewart
E-Mail Address: kstewart@calhounclerk.com

Priority: 1
Recurring: No

Issue Type: Funding Issue
Issue Category: Other

COVID-19 - Court Backlog

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$14,799	\$1,096	\$4,111	\$1,096	\$822	\$0	\$822	\$548	\$4,111	\$27,405
Operating										\$0
Capital										\$0
TOTAL	\$14,799	\$1,096	\$4,111	\$1,096	\$822	\$0	\$822	\$548	\$4,111	\$27,405

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Overtime Pay - Additional work hours will be necessary by several experienced deputy clerks to process the backlog of Court activity caused by the COVID-19 pandemic. The Courts have postponed or suspended all out of custody Criminal hearings and trials since March 2020, in custody Criminal hearings have been held during the COVID-19 closure via video conferencing, with an average of seven on each docket, leaving over one hundred fifty cases that will be rescheduled for hearings/trials as in-person court events resume. Since all court proceedings are time sensitive additional time is needed for processing court case documents as resolutions are reached - DOC, probation, jury trials. Each month the volume of eviction inquiries increase with the anticipation of the Governor's statewide moratorium being lifted. Many landlords consistently file eviction cases but concerns and inquiries have grown significantly with tenants not paying rent since the suspension on evictions was granted on April 2, 2020. Circuit Civil is also anticipating a large volume of filings since the Administrative Order has suspended most of those filings. Our office has experienced a steady call volume as to what the next steps will be and when foreclosures, sales, divorces etc. can be processed. Since the majority of court processes is handled electronically there will be filings, motions, new cases and any other court related documentation filed through the Portal 24/7. Once the doors "open" the bottle necked cases will be processed and moved very quickly. The additional overtime will be needed for staff to timely and adequately serve the Court and the citizens.

County: Calhoun
Contact: Kathy P. Stewart
E-Mail Address: kstewart@calhounclerk.com

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

CCOC Form Version 2
Revised 6/9/20

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$1,152	\$85	\$320	\$85	\$64	\$0	\$64	\$43	\$320	\$2,133
Operating										\$0
Capital										\$0
TOTAL	\$1,152	\$85	\$320	\$85	\$64	\$0	\$64	\$43	\$320	\$2,133

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Health Insurance - The Clerk's Office provides health insurance to its employees for single coverage medical insurance, the employee personally pays for any spouse, child or family coverage. The health insurance premium is adjusted effective October 1 of each year. The County's insurance agent has informed the County the rate increase would be approximately 5%. This increase would be \$2,133. Without this funding we are faced with limited options. Option 1 - have the employee pay for the increase in premium. This would put extra burden on the employees and possibly make it harder to retain qualified staff. Option 2 - cut staff hours to fund the health insurance benefit. These are not good options for operating a small and efficient Clerk's Office.

County: Calhoun
Contact: Kathy P. Stewart
E-Mail Address: kstewart@calhounclerk.com

Priority: 3
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

CCOC Form Version 2
Revised 6/9/20

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$3,797	\$281	\$1,055	\$281	\$211	\$0	\$211	\$141	\$1,055	\$7,032
Operating										\$0
Capital										\$0
TOTAL	\$3,797	\$281	\$1,055	\$281	\$211	\$0	\$211	\$141	\$1,055	\$7,032

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flicc.org.

Pay rate increase 3% - A 3% raise is requested to assist in keeping the loyal, hard working, skilled, trained staff (trained for multiple courts and multiple functions) of the Clerk's office. Employees have taken on responsibilities beyond their original scope of work, they have taken the initiative to do more to assist the public in remotely accessing the Court system during this period of COVID-19 and have expanded collection efforts. The raise is also needed for the Clerk's office to compete with the local labor market.

Florida CCOC Budget Issue Form
County Fiscal Year 2020-2021

Agenda Item 4a - Attachment 1



CCOC Form Version 2
 Revised 6/9/20

County: Calhoun
Contact: Kathy P. Stewart
E-Mail Address: kstewart@calhounclerk.com

Priority: 4
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$1,854	\$137	\$515	\$137	\$103	\$0	\$103	\$69	\$515	\$3,433
Operating										\$0
Capital										\$0
TOTAL	\$1,854	\$137	\$515	\$137	\$103	\$0	\$103	\$69	\$515	\$3,433

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Florida Retirement - The Calhoun County Clerk of Court is required by Florida Statute 121 to fund employee retirement based on rates set by the legislature. There were not adequate funds in the base budget to absorb the FRS rate increase.

County: Charlotte Priority: 1 Issue Type: Funding Issue
Contact: Paula Bonfig, Sr. Financial Accountant
E-Mail Address: paula.bonfig@CharlotteClerk.com Recurring: Yes Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$4,326	\$4,326	\$4,326	\$4,326	\$4,326	\$4,326	\$4,326	\$4,326	\$4,325	\$38,933
Operating										\$0
Capital										\$0
TOTAL	\$4,326	\$4,326	\$4,326	\$4,326	\$4,326	\$4,326	\$4,326	\$4,326	\$4,325	\$38,933

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Charlotte County requests an increase of \$ 38,933 for Health Insurance costs. This cost is a 5% increase from our provider. Not funding this request could result in the loss of an FTE

Florida CCOC Budget Issue Form
County Fiscal Year 2020-2021

Agenda Item 4a - Attachment 1



CCOC Form Version 1
 Created 6/1/20

County: Charlotte
Contact: Paula Bonfig, Sr. Financial Accountant
E-Mail Address: paula.bonfig@CharlotteClerk.com

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$3,882	\$3,882	\$3,882	\$3,882	\$3,882	\$3,882	\$3,882	\$3,882	\$3,880	\$34,936
Operating										\$0
Capital										\$0
TOTAL	\$3,882	\$3,882	\$3,882	\$3,882	\$3,882	\$3,882	\$3,882	\$3,882	\$3,880	\$34,936

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@fliccoc.org.

Charlotte County requests an increase of \$ 34,936 for FRS. This increase is mandated by the State. Not funding this request could result in the loss of an FTE.

Florida CCOC Budget Issue Form
County Fiscal Year 2020-2021

Agenda Item 4a - Attachment 1



CCOC Form Version 1
 Created 6/1/20

County: Charlotte
Contact: Paula Bonfig, Sr. Financial Accountant
E-Mail Address: paula.bonfig@CharlotteClerk.com

Priority: 3
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE				0.33		0.33			0.34	1.00
Personnel				\$38,361		\$38,361			\$38,362	\$115,084
Operating										\$0
Capital										\$0
TOTAL	\$0	\$0	\$0	\$38,361	\$0	\$38,361	\$0	\$0	\$38,362	\$115,084

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

Charlotte County requests an increase of 1 FTE to provide Information Technology business support required reporting, records request and support for the Court systems. The cost of this additional FTE is \$115,084.

Without funding for this FTE, it would result in Charlotte County not being able to fully support Court Operations for timely reporting, resolution of business issues or meeting required unfunded mandates by both the Florida Legislature and the Supreme Court of Florida.

County: Citrus
Contact: Susan Sullivan
E-Mail Address: ssullivan@citrusclerk.org

Priority: 1
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Continuation Budget

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$19,522	\$3,321	\$2,436	\$3,959	\$2,556	\$1,259	\$814	\$507	\$4,591	\$38,965
Operating										\$0
Capital										\$0
TOTAL	\$19,522	\$3,321	\$2,436	\$3,959	\$2,556	\$1,259	\$814	\$507	\$4,591	\$38,965

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

FRS Increases = \$38,965

Florida CCOC Budget Issue Form
County Fiscal Year 2020-2021

Agenda Item 4a - Attachment 1



CCOC Form Version 2
 Revised 6/9/20

County: Citrus
Contact: Susan Sullivan
E-Mail Address: ssullivan@citrusclerk.org

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$38,289	\$9,046	\$5,428	\$6,076	\$3,684	\$1,463	\$3,595	\$1,474	\$5,179	\$74,234
Operating										\$0
Capital										\$0
TOTAL	\$38,289	\$9,046	\$5,428	\$6,076	\$3,684	\$1,463	\$3,595	\$1,474	\$5,179	\$74,234

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

Merit Increases = \$55,242 Level Progressions = \$18,992

County: Citrus
Contact: Susan Sullivan
E-Mail Address: ssullivan@citrusclerk.org

Priority: 3
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Performance Measures

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$7,159		\$1,328		\$1,338		\$2,470			\$12,295
Operating										\$0
Capital										\$0
TOTAL	\$7,159	\$0	\$1,328	\$0	\$1,338	\$0	\$2,470	\$0	\$0	\$12,295

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

Citrus is requesting \$12,295 in overtime in order to meet mandated performance measures. The overtime requested is based on FY 18 and 19 reports. This is comprised of overtime due to court proceedings running over and clerks unable to flex out their time; FMLA cases that employees have to be allotted time off yet we are unable to hire additional personnel; and due to absorption of positions/hiring freezes which means we are short staff in order to meet performance measures.

County: Clay Priority: 1 Issue Type: Funding Issue
Contact: Jeannie Dopson
E-Mail Address: dopsonj@clayclerk.com Recurring: Yes Issue Category: Efficiencies

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE		0.86		0.86						1.72
Personnel		\$43,000		\$43,000						\$86,000
Operating										\$0
Capital										\$0
TOTAL	\$0	\$43,000	\$0	\$43,000	\$0	\$0	\$0	\$0	\$0	\$86,000

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Call Center Clerks: Phone call volume to the Clerk's office has increased. During the 19/20 budget year we created a call center with two employees. Currently the call center is only receiving calls related to Civil Traffic. Because of the current call volume with Civil Traffic, the call center is not able to assist with phone calls for other departments within our office. We would like to request an additional two employees to assist with the phone calls our office receives in order to better service the public. For these two employees only 1.72 FTE will be funded by the State CCOC Budget. The call center will receive calls that are non-court related (e.g. Probation). If this issue is not funded, then our service to citizens in our County will suffer such as longer hold times.

County: Clay
Contact: Jeannie Dopson
E-Mail Address: dopsonj@clayclerk.com

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Efficiencies

CCOC Form Version 2
Revised 6/9/20

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	0.10	0.10		0.10			0.20		0.30	0.80
Personnel	\$6,800	\$6,800		\$6,800			\$13,600		\$20,400	\$54,400
Operating										\$0
Capital										\$0
TOTAL	\$6,800	\$6,800	\$0	\$6,800	\$0	\$0	\$13,600	\$0	\$20,400	\$54,400

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

Assistant Chief Deputy Clerk of Operations: We need an employee to assist in the following areas: Writing SOPs to mitigate errors in all facets of operations. SOP will also streamline workflows for better efficiency and communication among all staff members. Provide overview of monthly and quarterly reports to Chief Deputies and Clerk of Court. Analyze dashboard of information and provide recommendations for areas of improvements. Participation in Clerk committees to provide insight on initiatives being discussed at a statewide level. Provide support to managers in interpreting changes in legislative actions that affect their departments. Review of all data input and data collection by staff to ensure accuracy in mandatory reporting to statewide agencies. This effort is a partnership with the Business Analysts, the Controller and the Department Managers. Provide process and case management system training to new hires.

County: Collier
Contact: Raymond Milum
E-Mail Address: raymond.milum@collierclerk.com

Priority: 1
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Efficiencies

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	0.34	1.84	0.00	0.11	0.00	0.00	0.00	0.00	0.00	2.29
Personnel	\$21,800	\$116,300	\$0	\$7,300	\$0	\$0	\$0	\$0	\$0	\$145,400
Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$21,800	\$116,300	\$0	\$7,300	\$0	\$0	\$0	\$0	\$0	\$145,400

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Collier County is the largest county in Florida by square footage. The Collier Courthouse is located in the extreme southwest corner of the county. We have many remote areas that make it difficult for citizens to gain access to the courthouse or Clerk functions without missing work. The County government is opening new satellite offices in the county. These satellites will have hours beyond the 5 pm normal closing time. Additionally they will be open on some Saturdays to perform Operation Green Light and Passport Days for the citizens. This will provide more opportunities for the citizens to conduct their business with the Clerk's Office. The Clerk is adding 5 FTEs for the FY2021 county fiscal year. Of these 5 FTEs, only 2.29 are being funded by the Article V budget. The remaining portion of the FTEs are funded by the Board of County Commissioners. All of the additional costs are personnel related. The county covers all costs for the facilities. These facilities will enable increased collections for the courts. Without the additional FTEs we will be unable to collect this additional amount.

Collier continues to be a "donor" county as our revenue outpaces our expenditures. The underlying issue is the stability of designated revenue sources. Clerks who are generating/collecting funds should be able to make their budgets whole prior to any distribution to other agencies. Revenues cannot be allocated at 1/12 per month for budgetary purposes and require monthly excesses to be sent to the Trust Fund. Revenues vary from month to month and do not always correlate to monthly expenditures (i.e. months with three payrolls) This is an annual budget and we should only return our excesses after meeting our cash flow needs.

County: DeSoto Priority: 1 Issue Type: Funding Issue
Contact: Nadia K. Daughtrey
E-Mail Address: Nadia.Daughtrey@desotoclerk.com Recurring: Yes Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$36,000
Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$36,000

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Personnel related increases due to the following: 1. The operational base budget includes a 3% cost of living increase which will cause the amount of FRS to increase. 2. From FY 19-20 to FY 20-21 a court employee went into the DROP which caused the percentage to go from 8.47 % to 16.98% to be paid into FRS. 3. FRS increased from 8.47% to 10.00% for all court-related employees beginning July 1, 2020 which will also go into FY 20-21. 4. Elected Clerk FRS increased from 48.82% to 49.18% on July 1, 2020 and will go into FY 20-21. For the reasons stated this will increase the base budget \$36,000.00 for court-related employees only.

County: DeSoto
Contact: Nadia K. Daughtrey
E-Mail Address: Nadia.Daughtrey@desotoclerk.com

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: IT Funded from CCOC

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,100	\$0	\$0	\$15,300
Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,100	\$0	\$0	\$15,300

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

Operating related increase directly affects the court-related function delegated to the Clerk of Court to ensure that the functions are carried out in an efficient manner which includes the case maintenance system that is a major part of the Clerk's daily operations. The maintenance fee is expended on an annual basis and averages about \$15,300.00 a year for the court-related portion. There are yearly increases to this annual fee which will occur in FY 20-21 but the invoice has not yet been received.

Dixie County Supplemental Budget Request

Supplemental Request #1

New FTE Request	salary	fica	FRS	ins	total
Deputy Clerk - Financial processing	\$ 35,000.00	\$ 2,677.50	\$ 3,500.00	\$ 10,600.00	\$ 51,777.50
Deputy Clerk - Mandatory Report Services	\$ 35,000.00	\$ 2,677.50	\$ 3,500.00	\$ 10,600.00	\$ 51,777.50
Deputy Clerk - Court Operations	\$ 35,000.00	\$ 2,677.50	\$ 3,500.00	\$ 10,600.00	\$ 51,777.50
Total	\$ 105,000.00	\$ 8,032.50	\$ 10,500.00	\$ 31,800.00	\$ 155,332.50

Supplemental Request #2

Market Pay Adjustment for staff	\$ 126,650.00	\$ 9,688.73	\$ 12,665.00	N/A	\$ 149,003.73
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Assumptions:

1. Minimum salary for all positions of of \$35,000 and 5% equity adjustment for positions over \$35,000
2. Cost includes FICA/FRS increae

Supplemental Request #3

Equipment for remote hearings

1. The Judiciary is currently holding remote hearings and staff must use equipment from other partners to attend or share equipment with other hearing participants to attend.
2. (4) Laptops - Dell Latitude 7800
Lowest price laptop with necessary video quality
\$ 4,000.00
3. (4) Cameras to allow video from desktop
Logitech Pro with minimum technical specifications
\$ 400.00

Total

\$ 4,400.00

Total Supplemental Requests

\$ 308,736.23

County: Duval Priority: 1 Issue Type: Funding Issue
Contact: Jennifer Spinelli
E-Mail Address: Jennifer.Spinelli@DuvalClerk.com Recurring: Yes Issue Category: Continuation Budget

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$186,968	\$40,693	\$9,898	\$30,795	\$15,398	\$21,996	\$9,898	\$4,399	\$10,999	\$331,044
Operating										\$0
Capital										\$0
TOTAL	\$186,968	\$40,693	\$9,898	\$30,795	\$15,398	\$21,996	\$9,898	\$4,399	\$10,999	\$331,044

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

The Duval County Clerk of the Court employees fall under the county pension, not FRS. The costs for the county pension will be increasing \$331,044 from FY 20 to FY 21. This is a 13% increase from FY 20. It should be noted that FRS contribuuiosn for Regular Class employees is increasing 23%. The increase in pension costs is out of our control and is not related to salary increases. We are requesting funding to offset the increase.

County: Escambia	Priority: 1	Issue Type: Funding Issue
Contact: Laurin Gray		
E-Mail Address: lgray@escambiaclerk.com	Recurring: No	Issue Category: Efficiencies

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel										\$0
Operating										\$0
Capital								\$93,098		\$93,098
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$93,098	\$0	\$93,098

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

We have been using an antiquated, DOS-based jury software program for many years but recently signed a contract with Pioneer Technology Group, Inc. for new jury software. The new jury software was deemed necessary due to the number of jurors we had checking in each week and the time it took to check in jurors and create panels with the outdated system. We are now faced with additional challenges due to Covid. Once jury trials resume, it is likely that we will be summoning more jurors in order to yield the number needed for selection. In addition, it is likely that we will be holding jury selection on multiple days of the week as opposed to just Mondays. With these challenges looming, it is crucial that we have jury software in place that not only allows us to summon, check-in, and process jurors efficiently, but also provides efficient communication with jurors regarding report dates and times. Pioneer's Jurymark software includes an eResponse system that allows us to communicate with jurors via text message and process excusal requests electronically. With the new software, jurors will be able to complete their questionnaires and request excusals online as opposed to waiting in long check-in lines on their report date. Jurors will be ready to go to courtrooms faster, and the overall time jurors are spending in the courthouse on selection days will be significantly reduced. As stated, the contract with Pioneer has been signed, and the process to convert to the new software has begun. The expenditure for the new software totals \$124,131.00. It is not likely, however, that the conversion will be complete by the end of the fiscal year due to Covid-19. We expect to pay 25% of the cost or approximately \$31,032.75 prior to the end of the fiscal year. We request \$93,098.25 as special funding to complete the project. Escambia County was granted special funding in FY19-20 for our JuryMark software, but did not expend all the allotted funds for this project. Due to unforeseen delays related to Covid-19, we were unable to complete the move to the new software in FY19-20. This budget issue is related to a carry-over of those previously awarded funds to finalize the implementation of the new Jury software.

County: Escambia
Contact: Laurin Gray
E-Mail Address: lgray@escambiaclerk.com

Priority: 1
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Legislative Mandate

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel									\$91,312	\$91,312
Operating										\$0
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$91,312	\$91,312

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

The Escambia County State Budget Request form provided by the state and used to calculate the FY20-21 budget pointed to the Florida State Retirement contribution rates from FY18 (i.e. HA Regular Class, 8.26%). This rate is hard coded in the spreadsheet and the agency is unable to change this formula. The contribution rates provided by the Florida Retirement System significantly increased in FY20 (i.e. HA Regular Class, 10%). Therefore we are asking for an increase to cover mandatory retirement contributions for each FTE.

County: Franklin Priority: 1 Issue Type: Funding Issue
Contact: Linda C. Phillips
E-Mail Address: lphillips@franklinclerk.com Recurring: Yes Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel									\$24,968	\$24,968
Operating										\$0
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$24,968	\$24,968

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Franklin County is requesting \$24,968.00 in personnel to fund the net difference in retirement for the Clerk of Court. Marcia Johnson, Franklin County Clerk of Court, is retiring and her current retirement rate is 9.92%. The next elected clerk's retirement rate will be 49.18%. If not funded, we are at risk of having to cut .75 of an FTE making it difficult to provide essential services.

County: Franklin
Contact: Linda C. Phillips
E-Mail Address: lphillips@franklinclerk.com

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$777	\$777	\$777	\$777	\$777	\$777	\$777	\$121	\$773	\$6,333
Operating										\$0
Capital										\$0
TOTAL	\$777	\$777	\$777	\$777	\$777	\$777	\$777	\$121	\$773	\$6,333

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

Franklin County is requesting \$6,333.00 in personnel to fund FY 20/21 retirement rate increase. If not funded, we are at risk of losing experienced employees making it difficult to provide essential services.

County: Franklin
Contact: Linda C. Phillips
E-Mail Address: lphillips@franklinclerk.com

Priority: 3
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$31	\$250	\$2,031
Operating										\$0
Capital										\$0
TOTAL	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$31	\$250	\$2,031

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

Franklin County is requesting \$2,031.00 in personnel to fund a 2% actual rate increase in insurance. If not funded, we are at risk of losing experienced workers making it difficult to provide essential services.

County: Franklin
Contact: Linda C. Phillips
E-Mail Address: lphillips@franklinclerk.com

Priority: 4
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$1,903	\$1,903	\$1,903	\$1,903	\$1,903	\$1,903	\$1,903	\$279	\$1,903	\$15,503
Operating										\$0
Capital										\$0
TOTAL	\$1,903	\$1,903	\$1,903	\$1,903	\$1,903	\$1,903	\$1,903	\$279	\$1,903	\$15,503

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Franklin County is requesting \$15,503.00 in personnel to fund a 3% cost of living increase. I realize a 3% salary increase was included in our base budget but after the reduction of prior year non-recurring special funding it leaves Franklin County in a position to not be able to give a salary increase. If not funded, we take a chance of losing experienced workers to other county offices or government agencies.

County: Gilchrist Priority: 1 Issue Type: Funding Issue
Contact: Kaci McCagh
E-Mail Address: kmccagh@gilchrist.fl.us Recurring: Yes Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	2.65	2.80	0.25	0.95	1.65	0.10	0.88	0.10	0.90	10.28
Personnel	\$10,050	\$10,619	\$948	\$3,603	\$6,258	\$379	\$3,337	\$379	\$3,413	\$38,986
Operating										\$0
Capital										\$0
TOTAL	\$10,050	\$10,619	\$948	\$3,603	\$6,258	\$379	\$3,337	\$379	\$3,413	\$38,986

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

This figure is comprised of the increase from FRS (\$12,152) as provided by the state, FICA(\$3,272), Health Insurance increase of 4.5%(\$4,691), expected payouts due to 3 retirees(\$14,872) and a longevity bonus for 2 employees(\$4,000) based on BOCC policy. These costs are outside the control of this office and the impact to the office from a lack of funding would require a reduction of staff that would cause significant delays to customers and the courts. This would also hinder our collections effort.

County: Glades Priority: 1 Issue Type: Funding Issue
Contact: Anita Sauls
E-Mail Address: anita.sauls@gladesclerk.com Recurring: Yes Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$8,502	\$638	\$1,143	\$420			\$924	\$588	\$2,184	\$14,399
Operating										\$0
Capital										\$0
TOTAL	\$8,502	\$638	\$1,143	\$420	\$0	\$0	\$924	\$588	\$2,184	\$14,399

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Includes FRS and Health Insurance increase. FRS - \$ 5,246 and Health Insurance \$ 9,153 = 14,399.

Florida CCOC Budget Issue Form
County Fiscal Year 2020-2021

Agenda Item 4a - Attachment 1



CCOC Form Version 2
 Revised 6/9/20

County: Glades
Contact: Anita Sauls
E-Mail Address: anita.sauls@gladesclerk.com

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$3,750	\$282	\$504	\$185			\$408	\$259	\$964	\$6,352
Operating										\$0
Capital										\$0
TOTAL	\$3,750	\$282	\$504	\$185	\$0	\$0	\$408	\$259	\$964	\$6,352

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

Includes 3% salary increase.

County: Hamilton Priority: 1 Issue Type: Funding Issue
Contact: Sheri Davis
E-Mail Address: daviss@flicjn.net Recurring: Yes Issue Category: Cost Shift from County

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$10,000	\$8,000		\$6,000				\$500	\$9,575	\$34,075
Operating										\$0
Capital										\$0
TOTAL	\$10,000	\$8,000	\$0	\$6,000	\$0	\$0	\$0	\$500	\$9,575	\$34,075

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

Due to the continual decline in revenue the Board of County Commissioners have been gracious in covering the deficit in the Clerk's budget for several years. Our office was fortunate to have received the budet increase for last fiscal year due to the excess revenues from the Clerk's Trust Fund which lessoned the deficit. The \$34,075 represents the amount that would have to be funded by the Board in the event that the budget is reduced from the requested budget amount of \$556,398.

Florida CCOC Budget Issue Form
County Fiscal Year 2020-2021

Agenda Item 4a - Attachment 1



CCOC Form Version 1
 Created 6/1/20

County: Hamilton
Contact: Sheri Davis
E-Mail Address: daviss@flcjn.net

Priority: 2
Recurring: No

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	3.45	4.00		1.00				0.05	0.50	9.00
Personnel	\$5,177	\$3,096		\$275				\$93	\$320	\$8,961
Operating										\$0
Capital										\$0
TOTAL	\$5,177	\$3,096	\$0	\$275	\$0	\$0	\$0	\$93	\$320	\$8,961

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Due to the increase in the FRS rates our personnel services have increased by 8,961.00.

County: Hendry
Contact: Steve Clark
E-Mail Address: sclark@hendryclerk.org

Priority: 1
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increase

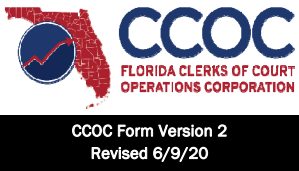
FRS Adjustment

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel									\$26,270	\$26,270
Operating										\$0
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$26,270	\$26,270

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

This will be a recurring issue from the 2019-2020 Original Budget - The previous Clerk was in the DROP Category of FRS and has retired the Ad Interim Clerk is using the FRS Code for Elected Officials. The State side portion of this increase is \$26,250. Previous Budget \$11,000 Current Year Budget \$54,781. Difference of \$43,781 x 60% = \$26,268.



County: Hendry
 Contact: Steve Clark
 E-Mail Address: sclark@hendryclerk.org

Priority: 2
 Recurring: Yes

Issue Type: Funding Issue
 Issue Category: Pay & Benefit Increase

Health Insurance Increase

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$2,000	\$2,000	\$1,000	\$1,000	\$2,000		\$2,000	\$500	\$4,100	\$14,600
Operating										\$0
Capital										\$0
TOTAL	\$2,000	\$2,000	\$1,000	\$1,000	\$2,000	\$0	\$2,000	\$500	\$4,100	\$14,600

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

We have an estimated Health Insurance increase of 6% from previous Budget.

County: Hernando Priority: 1 Issue Type: Funding Issue
Contact: Jeff Gordon
E-Mail Address: lgordon@hernandoclerk.org Recurring: Yes Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$53,270	\$53,270	\$53,270	\$53,270	\$53,270		\$53,270		\$53,275	\$372,895
Operating										\$0
Capital										\$0
TOTAL	\$53,270	\$53,270	\$53,270	\$53,270	\$53,270	\$0	\$53,270	\$0	\$53,275	\$372,895

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

For Salary and Wages we have several factors causing the base budget to be incorrect, the current CCOC base budget is based on May 2019 old data for salary and staffing set up. There is also a low salary increase of \$67,084 currently listed in the base budget from May 2019 Salary data, resulting in \$36,740 more required in order to treat everyone fairly for salary increase over the next year. We have made several changes in our Courts area over the past year as we created a legal General Counsel position to deal with the increase in filed lawsuits against the clerk, along with the increased risk in pandemic case lawsuits. In order to create the new General Counsel position we had to redesign the Courts area into 2 new manager positions in Criminal/Traffic and Civil/Family/SpringHill which resulted in changes to the May 2019 salary structure reported in the current base budget. Based on the above and the fact that increases have been received by all staff since May 2019 the Salary and Wages base budget requires an adjustment of \$157,154. We will also be under budgeted in FRS since the salary changes listed above are not in the base budget currently and increases forced onto us due to changes in the percentages applied to our salary structure have been greatly increased by the State of Florida Legislators of 10% for regular, 27.29% for Senior Managers, 16.98% for those in Drop and 49.18% for the Clerk resulting in an additional amount required of \$26,257. Also not listed in the base budget was the benefit changes we have had since May 2019, for those that have left and those that have been hired during the last year and the changes caused by the onset of the pandemic, there is an additional required amount of \$139,744. Lastly, we will have 3 employees that will payout this year for their service at \$13,000. We have combined these personnel changes in the total amount of \$372,895, which is required to meet payroll for fiscal year 2021 together as the base budget was created on old data from May of 2019, when the 2020 Budget Submission was put together and the October 2020 Operational Budget was created from.

Hernando CFY 2020-21 Budget Issue Request
Priority 1

2021 Personnel Adjustments needed to meet payroll in Budget Year 2021

	Payout	Salaries & Wages	Benefits	FRS/Retirement	Total
2021 Budget	\$ 13,000.00	\$ 2,387,394.00	\$ 894,744.00	\$ 294,757.00	\$ 3,589,895.00
2020 Budget	\$ -	\$ 2,193,500.00	\$ 755,000.00	\$ 268,500.00	\$ 3,217,000.00
2021 Adjustment	\$ 13,000.00	\$ 193,894.00	\$ 139,744.00	\$ 26,257.00	\$ 372,895.00

County: Hernando
Contact: Jeff Gordon
E-Mail Address: jgordon@hernandoclerk.org

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: IT Funded from CCOC

CCOC Form Version 2
Revised 6/9/20

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE						1.00	1.00			2.00
Personnel						\$50,000	\$50,000			\$100,000
Operating										\$0
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$50,000	\$50,000	\$0	\$0	\$100,000

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

We are being asked and required to transmit information electronically to places such as FDLE, OSCA and DOR and find alternatives to in person payments, filings of cases, etc. but not provided staffing to prepare and work on these alternatives. This request is to enable us to prepare for future pandemics and data recording/submission by providing for staffing that will enable this process to reach its goal.

County: Highlands Priority: 1 Issue Type: Funding Issue
Contact: Sally Hood
E-Mail Address: shood@hccclerk.org Recurring: Yes Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$4,678	\$2,370	\$944	\$2,624	\$2,193	\$1	\$3,020	\$646	\$4,013	\$20,489
Operating										\$0
Capital										\$0
TOTAL	\$4,678	\$2,370	\$944	\$2,624	\$2,193	\$1	\$3,020	\$646	\$4,013	\$20,489

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

As of 7/1/2020, the Florida legislature increased FRS contribution rates for employers. This request is to fund the additional FRS expenditures related to current pay rates.

County: Highlands
Contact: Sally Hood
E-Mail Address: shood@hcclerk.org

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: IT Funded from CCOC

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE									1.28	1.28
Personnel	\$19,606	\$10,035	\$2,098	\$10,860	\$9,235	\$14	\$11,749	\$2,544	\$13,649	\$79,790
Operating										\$0
Capital										\$0
TOTAL	\$19,606	\$10,035	\$2,098	\$10,860	\$9,235	\$14	\$11,749	\$2,544	\$13,649	\$79,790

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flicc.org.

Historically, all court-related technology has been funded by the Court Technology Modernization Trust Fund (pursuant to FL Statute 28.24(12)(e)). However, the revenue projected for our technology trust fund in FY 2021 will be unable to fully sustain the expenditures necessary to maintain the court-technology needs of the Clerk. A majority of the operating costs are contractually obligated, therefore, furloughs and/or layoffs will be necessary if this issue is not funded.

County: Highlands
Contact: Sally Hood
E-Mail Address: shood@hcclerk.org

Priority: 3
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Continuation Budget

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel					\$41,902					\$41,902
Operating										\$0
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$41,902	\$0	\$0	\$0	\$0	\$41,902

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

In FY 2020, Highlands County requested to transfer 50% of the funding responsibility for our ProSe services from the Board to the Court based on the court-related functions this department performs. Funding was awarded within the FY 2020 budget process, however, during the CCOC calculation of the FY 2021 base budget, \$41,902 of prior year cumulative excess funding was deducted. This effectively reduced the funding we have available to continue to support our court-related Pro Se services. If this issue is not funded, furloughs and/or layoffs (0.65 FTE's) will be necessary. The Pro Se/Self Help office assists public customers with indigency application preparation, Self Help checklists and information packet sales such as:

- Petition to Disestablish Paternity and/or Terminate Child Support Obligation
- Petition for Name Change (Adult)
- Petition for Name Change (Minor Child(ren))
- Petition for Dissolution of Marriage with Dependent or Minor Child(ren)
- Petition for Dissolution of Marriage with No Property or Dependent or Minor Child(ren)
- Petition for Dissolution of Marriage with Property but No Dependent or Minor Child(ren)
- Petition to Determine Paternity and for Related Relief
- Petition for Simplified Dissolution of Marriage
- Supplemental Petition for Modification of Alimony
- Supplemental Petition for Modification of Child Support
- Supplemental Petition to Modify Parenting Plan/Timesharing Schedule and Other Relief
- Petition for Temporary Custody by Extended Family (OR) Concurrent Custody by Extended Family
- Instructions for Filing a Motion for Civil Contempt/Enforcement

Additional Forms & Instructions provided include:

- Bureau of Vital Statistics Form
- Notice of Limitation of Services Provided
- Generic Motion and Instructions
- Generic Order
- Address Change

County: Highlands
Contact: Sally Hood
E-Mail Address: shood@hcclerk.org

Priority: 4
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Continuation Budget

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel										\$0
Operating								\$15,007		\$15,007
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,007	\$0	\$15,007

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

The COVID-19 pandemic has Florida courts unable to return to jury trials until benchmark criteria (set forth in A0SC20-23) has been met. In addition, Highlands County's sole courthouse was flooded May 29th due to HVAC pipe breakage further restricting our ability to open the courthouse until all repairs are completed (estimated August/September 2020). Therefore, FY 2021 will see a substantial increase in jury trials and related operational expenditures. We are requesting funding to support the influx of jury operations. If we are unable to receive the funding, our collections from jury-trial related case activity will be significantly reduced.

County: Highlands
Contact: Sally Hood
E-Mail Address: shood@hcclerk.org

Priority: 5
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$2,437	\$1,248	\$250	\$1,302	\$1,148	\$0	\$1,407	\$313	\$1,282	\$9,387
Operating										\$0
Capital										\$0
TOTAL	\$2,437	\$1,248	\$250	\$1,302	\$1,148	\$0	\$1,407	\$313	\$1,282	\$9,387

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

Within the FY 2021 base budget calculation, the CCOC included a 3% increase for salaries (\$46,195). This increase does not fully cover the cost of a 3% Cost of Living Adjustment (COLA), including FICA, FRS, and Worker's Comp, for Highlands County's court-related personnel. The additional funding needed to cover a 3% court-related COLA is \$9,387. This increase is necessary in order to retain valuable staff members remaining after 2020's furloughs and layoffs.

County: Hillsborough Priority: 1 Issue Type: Funding Issue
Contact: Rick VanArsdall
E-Mail Address: vanarsda@hillsclerk.com Recurring: Yes Issue Category: Legislative Mandate

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$174,619	\$71,463	\$8,078	\$9,321	\$18,332	\$0	\$2,796	\$2,175	\$23,925	\$310,709
Operating										\$0
Capital										\$0
TOTAL	\$174,619	\$71,463	\$8,078	\$9,321	\$18,332	\$0	\$2,796	\$2,175	\$23,925	\$310,709

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

FRS Rate Increase

During the 2020 session of the Florida Legislature, Florida Retirement System Rates were drastically increased for most classes that affect our employees:

Regular Class: 18.1% Increase From: 8.47% to 10.00%
DROP: 16.3% Increase From: 14.60% to 16.98%
Senior Mgmt: 7.4% Increase From: 25.41% to 27.29%

The total cost increase for all Court funded employees is \$310,709. Since these rates are mandatory payments as a percentage of salaries for all of our employees, we have no option to avoid the increased costs.

County: Hillsborough
Contact: Rick VanArsdall
E-Mail Address: vanarsda@hillsclerk.com

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Continuation Budget

CCOC Form Version 1
Created 6/1/20

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$207,123	\$84,808	\$9,587	\$11,062	\$21,755	\$0	\$3,319	\$2,684	\$28,392	\$368,730
Operating										\$0
Capital										\$0
TOTAL	\$207,123	\$84,808	\$9,587	\$11,062	\$21,755	\$0	\$3,319	\$2,684	\$28,392	\$368,730

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

Employee Health Insurance Rate Increase - Employer Portion

We participate in the Hillsborough County Employee Group Health Insurance Plan. Based on recommendations from the Plan's rate consultant and the County's Executive Management, employer premiums will increase an average of 9.62% per employee for FY 2021. The total cost increase for all Court funded employees is \$368,730.

Employee Group Health Insurance is a vital part of our benefits package and without it, employee hiring and retention would be more difficult than it already is.

Florida CCOC Budget Issue Form
County Fiscal Year 2020-2021

Agenda Item 4a - Attachment 1



CCOC Form Version 1
 Created 6/1/20

County: Hillsborough
Contact: Rick VanArsdall
E-Mail Address: vanarsda@hillsclerk.com

Priority: 4
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Continuation Budget

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel										\$0
Operating	\$15,096	\$9,280	\$1,049	\$1,210	\$2,381	\$0	\$363	\$7,863	\$3,107	\$40,349
Capital										\$0
TOTAL	\$15,096	\$9,280	\$1,049	\$1,210	\$2,381	\$0	\$363	\$7,863	\$3,107	\$40,349

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

Operating Costs Increase

Over the last few years, our office has worked diligently to curtail our operating expenditures. However, prices for office supplies, printing, mailing, insurance, etc. do increase most years. This request includes the total operating cost increase for FY 2021 in the amount of \$40,349. However, three-fourths of the increase is related to two line items. Our general liability insurance assessment from Hillsborough County's self-insurance plan increased by \$25,487, or 31%. In addition, postage costs are expected to increase by \$5,326.

Florida CCOC Budget Issue Form
County Fiscal Year 2020-2021

Agenda Item 4a - Attachment 1



CCOC Form Version 1
 Created 6/1/20

County: Hillsborough
Contact: Rick VanArsdall
E-Mail Address: vanarsda@hillsclerk.com

Priority: 3
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$73,406	\$30,042	\$3,396	\$3,919	\$7,706	\$0	\$1,176	\$914	\$10,058	\$130,617
Operating										\$0
Capital										\$0
TOTAL	\$73,406	\$30,042	\$3,396	\$3,919	\$7,706	\$0	\$1,176	\$914	\$10,058	\$130,617

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

FICA and FRS cost increase related to Salary increases

The base budget calculation for our office included funding for a 3% salary increase for our employees. However, it did not include funding for FICA taxes and FRS contributions related to those increases. While the rates will vary depending on which FRS Class the employee is in, the most predominate is Regular Class and the total combined rate is 17.65%. The total cost for all Court funded employees is \$130,617.

County: Holmes
Contact: Jennifer Ellenburg
E-Mail Address: jellenburg@holmesclerk.com

Priority: 1
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$2,180	\$651	\$835	\$168	\$67	\$0	\$939	\$223	\$1,244	\$6,307
Operating										\$0
Capital										\$0
TOTAL	\$2,180	\$651	\$835	\$168	\$67	\$0	\$939	\$223	\$1,244	\$6,307

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

This extra funding will be used to cover the Retirement increase.

With the base budget not including the retirement's projected increase there will be a shortfall in available funds to properly fund the mandatory retirement for employees.

County: Jackson Priority: 1 Issue Type: Funding Issue
Contact: Krystal Graham
E-Mail Address: klgraham@jacksonclerk.com Recurring: Yes Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$3,831	\$2,681	\$1,065	\$1,149	\$798	\$0	\$370	\$133	\$1,413	\$11,440
Operating										\$0
Capital										\$0
TOTAL	\$3,831	\$2,681	\$1,065	\$1,149	\$798	\$0	\$370	\$133	\$1,413	\$11,440

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Contribution rates for retirement increased by the State of Florida.

County: Jefferson Priority: 1 Issue Type: Funding Issue
Contact: Charles Culp
E-Mail Address: cculp@jeffersonclerk.com Recurring: Yes Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$562	\$562	\$562	\$562	\$562	\$562	\$562	\$562	\$562	\$5,058
Operating										\$0
Capital										\$0
TOTAL	\$562	\$562	\$562	\$562	\$562	\$562	\$562	\$562	\$562	\$5,058

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

The Jefferson County Clerk of Courts Office issue # 1 is requesting additional budget authority to pay for our staff's Legislatively mandated FRS increases as well as the increase to our employees health insurance plans. The FRS mandated increase can be broken out as follows: Clerk had a \$88 a year increase, Chief Deputy had a \$171 annual increase and the remaining FTE's had a combined \$381 annual increase. The health insurance premiums increased by 7.5 % annually, therefore the total cost for the Clerk's court-related employees was \$4,418. Total recurring cost is \$5,058 annually. CCOC Budget instructions asked us to determine what we would do if requested issues are not funded, we would ask the Jefferson County Board of Commission to pay for the increases to the State's court-related employees.

County: Lake Priority: 1 Issue Type: Funding Issue
Contact: Denise Bell
E-Mail Address: dbell@lakecountyclerk.org Recurring: Yes Issue Category: Legislative Mandate

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	0.00									0.00
Personnel	\$43,945	\$5,859	\$7,324	\$2,930	\$1,465	\$4,394	\$1,465	\$2,197	\$3,662	\$73,241
Operating										\$0
Capital										\$0
TOTAL	\$43,945	\$5,859	\$7,324	\$2,930	\$1,465	\$4,394	\$1,465	\$2,197	\$3,662	\$73,241

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Increases to the employer's FRS Contribution Rate were approved by the Governor on June 29, effective July 1. The amount requested is the resulting impact on the Courts Budget. A copy of Ch. 2020-116, Laws of Florida, has been provided.

County: Lake
Contact: Denise Bell
E-Mail Address: dbell@lakecountyclerk.org

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	0.00									0.00
Personnel	\$98,783	\$13,171	\$16,464	\$6,586	\$3,293	\$9,878	\$3,293	\$4,939	\$8,232	\$164,639
Operating										\$0
Capital										\$0
TOTAL	\$98,783	\$13,171	\$16,464	\$6,586	\$3,293	\$9,878	\$3,293	\$4,939	\$8,232	\$164,639

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

The Lake County Clerk's Office participated in a joint Salary Study in conjunction with the Citrus, Hardee, Osceola, and St. Lucie County Clerks. Clerks' offices from Alachua, Brevard, Charlotte, Citrus, Hardee, Hernando, Hillsborough, Lee, Marion, Orange, Osceola, Pinellas, Polk, Sarasota, St. Lucie, Seminole, and Volusia Counties responded to the consultant's survey. The results of the survey indicated that, overall, Lake's current salary grade minimums were 13.6% low when compared with the ranges from the responding Clerks' Offices. Understanding that increasing our ranges by this amount would be impossible to absorb in a single fiscal year, and after further discussions, the consultant's final recommendation is to increase our range minimums by 4% across the board. The consultant's Report on Findings and Recommendations is attached.

PARILLA & ASSOCIATES
P.O. Box 15670
Plantation, FL 33318
(954) 587-7431 • (954) 587-3844 Fax
RMParillaJr@Aol.com

**Report on Findings and Recommendations
From the 2020 Compensation Study
For the Lake County Clerk of the Court**

Methodology

This report will address the findings and the recommendations from the 2020 compensation study conducted by Parilla & Associates for the Lake County Clerk of the Circuit Court and Comptroller.

Salary Survey

The salary survey was conducted as a joint effort sponsored by the Lake County Clerk of the Court, Citrus County Clerk of the Court, Hardee County Clerk of the Court, Osceola County Clerk of the Court, and St. Lucie County Clerk of the Court.

Including the Lake County Clerk's Office, 18 Central Florida Clerks' of the Court Offices participated in the survey. The organizations that responded were:

Alachua County Clerk of the Circuit Court	Brevard County Clerk of the Circuit Court
Charlotte County Clerk of the Circuit Court	Citrus County Clerk of the Circuit Court
Hardee County Clerk of the Circuit Court	Hernando County Clerk of the Circuit Court
Hillsborough County Clerk of the Circuit Court	Lee County Clerk of the Circuit Court
Marion County Clerk of the Circuit Court	Orange County Clerk of the Circuit Court
Osceola County Clerk of the Circuit Court	Pinellas County Clerk of the Circuit Court
Polk County Clerk of the Circuit Court	Sarasota County Clerk of the Circuit Court
Saint Lucie County Clerk of the Circuit Court	Seminole County Clerk of the Circuit Court
Volusia County Clerk of the Circuit Court	

Parilla & Associates then compiled all survey responses for each of the positions in the survey. The data was arrayed to include the following: number of organizations reporting, salary range minimums and salary range maximums. For the range minimums and maximums, the consultant reported on the simple average, highest reported, and lowest reported. Once all of the data was compiled, the consultant prepared a final report and sent a copy to all participating organizations.

The consultant contrasted the Lake County Clerk's salary data to the survey information and analyzed how the Clerk's data compared to the labor market.

Recommendations

Overall, the current salary grade minimums were found to be low when compared to the survey data. The salary grade minimums were 13.6% low, the salary grade maximums were 2.5% high when compared with the maximums from the other Clerks' Offices.

1. I recommend that the salary ranges be increased by 4% at the salary range minimums and 2% at the salary range maximums. A revised salary schedule is attached to this report.

On a personal note, I would like to thank Malysa Goldsmith and her HR Associates for their assistance and cooperation in getting this project completed. It is always a pleasure working with them.

Sincerely,

Ralph M. Parilla Jr.
Parilla & Associates

County: Lake
Contact: Denise Bell
E-Mail Address: dbell@lakecountyclerk.org

Priority: 3
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Compliance

CCOC Form Version 2
Revised 6/9/20

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	0.50	1.30	0.20							2.00
Personnel	\$19,096	\$49,650	\$7,638	\$0	\$0	\$0	\$0	\$0	\$0	\$76,384
Operating										\$0
Capital										\$0
TOTAL	\$19,096	\$49,650	\$7,638	\$0	\$0	\$0	\$0	\$0	\$0	\$76,384

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Consistent with our ongoing efforts to increase collections, in this instance by making it as convenient as possible for the customer to make their payments, we propose adding one FTE to each of our two branch locations. We currently have no court staff at our branches. The primary job duties for the new positions would be collections and compliance, supplemented by case processing work as time allows.

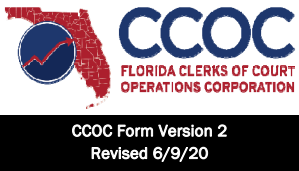
County: Lee Priority: 1 Issue Type: Funding Issue
Contact: Kevin Karnes
E-Mail Address: Kkarnes@leeclerk.org Recurring: Yes Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel									\$335,887	\$335,887
Operating		\$0								\$0
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$335,887	\$335,887

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

1. Health insurance premiums increase by \$200 per month per employee effective 01/01/2021. 2. FRS regular retirement rate will increase 18% on 07/01/2020 . 3. FRS drop rate increased 16.4% effective Clerk will raise 16.4% on 07/01/2020.



County: Lee
 Contact: Kevin Karnes
 E-Mail Address: Kkarnes@leeclerk.org

Priority: 2
 Recurring: Yes

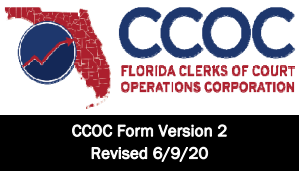
Issue Type: Funding Issue
 Issue Category: Efficiencies

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE					0.50					0.50
Personnel	\$0				\$50,000					\$50,000
Operating										\$0
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

1. The Court has asked the Clerk to collect/enter case party email addresses and phone numbers into the CMS.



County: Lee
 Contact: Kevin Karnes
 E-Mail Address: Kkarnes@leeclerk.org

Priority: 3
 Recurring: Yes

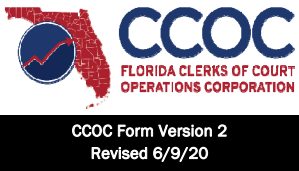
Issue Type: Funding Issue
 Issue Category: Compliance

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel										\$0
Operating		\$15,000								\$15,000
Capital										\$0
TOTAL	\$0	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,000

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Clerk will begin sending balance due postcards on Civil Traffic cases.



County: Lee
 Contact: Kevin Karnes
 E-Mail Address: Kkarnes@leeclerk.org

Priority: 4
 Recurring: Yes

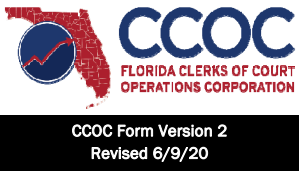
Issue Type: Funding Issue
 Issue Category: Efficiencies

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE			1.00							1.00
Personnel			\$75,000							\$75,000
Operating										\$0
Capital										\$0
TOTAL	\$0	\$0	\$75,000	\$0	\$0	\$0	\$0	\$0	\$0	\$75,000

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

The courts have asked that restitution payments be aborbed from the County Probation Department.



County:	Lee	Priority:	5	Issue Type:	Funding Issue
Contact:	Kevin Karnes				
E-Mail Address:	Kkarnes@leeclerk.org	Recurring:	Yes	Issue Category:	Legislative Mandate

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	1.00									1.00
Personnel	\$75,000									\$75,000
Operating										\$0
Capital										\$0
TOTAL	\$75,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75,000

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

The Clerk will have an increased workload preparing appeal records as a result of SB1392 with appellate jurisdiction shifting from circuit court to the district court of appeal.

County: Leon Priority: Issue Type: Funding Issue
Contact: Kim Wilder
E-Mail Address: kmwilder@leoncountyfl.gov Recurring: Yes Issue Category: Audit Finding

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE			0.15							0.15
Personnel			\$10,534							\$10,534
Operating										\$0
Capital										\$0
TOTAL	\$0	\$0	\$10,534	\$0	\$0	\$0	\$0	\$0	\$0	\$10,534

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

The Board of County Commissioner's received an audit finding related to the Clerk to the Board financial reporting/year end closing process function which suggests that key personnel be hired in an effort to meet all year end closing process deadlines and strengthen year end closing process procedures. (Will send Audit management letter to ccocreports email). As a result, Clerk Finance is requesting one additional Accountant I position for the 20/21 fiscal year of which the CCOC funds 15.04% or .15 FTE, the Board funds 72.42% and General Revenues fund 12.54%.

Management Letter

The Honorable Board of County Commissioners
Leon County, Florida

Report on the Financial Statements

We have audited the special-purpose financial statements of the Board of County Commissioners of Leon County, Florida (the Board), as of and for the fiscal year ended September 30, 2019, and have issued our report thereon dated March 20, 2020.

Auditors' Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and Chapter 10.550, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Report of Independent Auditors on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of the Special-Purpose Financial Statements Performed in Accordance with *Government Auditing Standards* and Reports of Independent Accountants on an examination conducted in accordance with AICPA Professional Standards, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports and schedule, which are dated March 20, 2020, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. Corrective actions regarding the recommendations made in the preceding financial report are described below.

2018-001 and 2017-001 Closing Process

Corrective action for this recommendation is in progress. This corrective action includes hiring qualified personnel in key financial reporting positions and reviewing and updating the applicable policies and procedures. This corrective action is ongoing as of March 20, 2020, and as a result, this is the third consecutive year this specific recommendation is reported. See current year recommendation 2019-001.

Page Two

2018-002 Capitalization of Fixed Assets in Accordance with GASB 34

Corrective action for this recommendation is in progress. This corrective action includes hiring qualified personnel in key financial reporting position and reviewing and updating the applicable policies and procedures. This corrective action is ongoing as of March 20, 2020, and as a result, this is the second consecutive year this specific recommendation is reported. See current year recommendation 2019-002.

2018-003 and 2017-002 Solid Waste Cash Receipts.

Management has analyzed the issues and improved the process regarding the timing of submitting supporting details. This corrective action was resolved.

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. The name or official title and legal authority for the primary government and each component unit of the reporting entity are disclosed in Note 1 of the Notes to the Special-Purpose Financial Statements.

Financial Management

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. The following recommendations were made.

2019-001 Closing Process

Criteria: The Committee for Sponsoring Organizations (COSO) defines internal controls as, “a process effected by an entity’s board, management, and other personnel, designed to provide reasonable assurance of the achievement of objectives relating to operations, reporting, and compliance.”

In addition, accurate accounting, tracking, and reporting of Federal and State funds is imperative to ensure compliance with Federal and State laws, regulations, and provisions of grant agreements.

Condition: The preliminary financial reports for fiscal year 2019 included significant errors and omitted information. The errors were discovered during the audit process and were properly investigated and corrected by management.

Cause: The cause relates to significant turnover in management within the finance department and deficiencies in the design of internal controls for financial reporting.

Page Three

The controls regarding the achievement of objectives for financial reporting are not properly designed and/or implemented. The components of internal control believed to be inadequate are the *Control Activities*, including incomplete policies and procedures and *Risk Assessment* of significant management turnover.

Effect: The impact of not having properly designed policies and procedures for the closing of the general ledger activity and review of information for accuracy and completeness have led to errors in the amounts reported prior to audit adjustment.

Additionally, these financial statement misstatements can lead to incomplete and inaccurate information to those charged with governance, other constitutional officers and other County departments.

Recommendation: Management has started the process of hiring experienced and qualified staff after the unexpected turnover. Management should review its policies and procedures for significant transaction cycles, document the process for closing the books for its monthly and annual financial reporting, and set a timeline for the monthly and annual reconciliation of account balances and schedules.

Management should continue to evaluate the structure and staff responsibilities of the finance department to ensure an appropriate number of properly qualified employees are assigned financial reporting responsibilities.

Management's response:

The Clerk Finance Department has filled several vital positions within various areas of the Finance Department and will continue to recruit additional General Accounting staff in the upcoming fiscal year. Management has begun the process of performing sequenced reviews of the end of year closing process and implementing the beginning phases of the design, implementation, and monitoring of and the creation of new written policy and procedures to include specific year end timelines and transaction deadlines as well as an adequate written year end review/monitoring process.

2019-002 Capitalization of Fixed Assets in Accordance with GASB

Criteria: The Board of County Commissions (BOCC) sets the policies and procedures regarding the capitalization of fixed assets for financial reporting. These financial reporting policies and procedures are necessary for financial reporting in accordance with the Government Accounting Standards Board (GASB). Expenditures for assets meeting the capitalization requirements outlined in the capitalization policy should be included in the BOCC Sage Fixed Asset Listing.

Page Four

Condition: We noted multiple expenditures for the purchase of capital assets or improvements meeting the definition of capital assets under GASB and the capitalization policy of the Board, that were not being properly reported or included in the fixed asset management system.

Cause: The cause relates to significant turnover in management within the finance department and deficiencies in the design of internal controls for financial reporting. The procedures in place during the audit period did not provide adequate direction to achieve the objectives for reporting fixed assets.

Effect: Management's risk of material misstatement over fixed assets reported on the government wide financial statements and the BOCC special-purpose financial statements is increased. Errors were discovered during the audit process and were investigated and corrected by management.

Recommendation: Management should provide additional training for employees responsible for updating the Sage capital asset reports and determining if capital outlay items meet the requirements to be added to the fixed asset schedule for GASB reporting.

Additionally, management should update its policies and procedures to include additional communication, review and approval of capital outlay items meeting the threshold for GASB reporting. Those responsible for financial reporting should retain documentation supporting its review, approval, and final determination for capital outlay items.

Management's response:

Since the previous audit, Management has evaluated the Fixed Asset Capitalization process and has taken a strong initiative towards strengthening internal controls in this area by developing a new Capital Asset Policy which was presented and approved by the Board of County Commissioners, establishing monthly meetings with Board OMB and various Departmental staff regarding the proper accounting treatment of capital and fixed assets, implementing Fixed asset staff training and initiating the beginning phase of reconciliation between the General Ledger and the Sage Fixed Asset System. Management will continue to enhance this process in the upcoming year to bring all capital asset transactions into compliance.

2019-003 Manual Journal Entries

Criteria: The Committee for Sponsoring Organizations (COSO) defines internal controls as, "a process effected by an entity's board, management, and other personnel, designed to provide reasonable assurance of the achievement of objectives relating to operations, reporting, and compliance."

Condition: Several instances were noted of manual journal entries that were posted, reviewed, and approved with inadequate support, for incorrect amounts, and/or posted to incorrect funds and/or accounts.

Page Five

Cause: The controls regarding the achievement of objectives for financial reporting are not properly designed and/or implemented. The components of internal control believed to be inadequate are *Monitoring and Control Activities*, including incomplete policies and procedures.

Effect: Incomplete financial policies and procedures lead to errors in the amounts reported in the trial balance throughout the year. These errors result in additional burden on the finance department to discover, investigate, and correct errors throughout the year. These errors increase the risk of financial misstatement.

Recommendation: Management should review its internal policies and procedures and ensure the policies are properly designed and the controls are performed as designed. Management should provide additional training for staff responsible for posting and approving manual journal entries.

Management's response:

Management has begun the process of performing sequenced reviews of the end of year closing process to include the journal entry approval process. Now that key accounting vacancies have been filled, a proper written journal entry processing policy will be drafted and implemented in the upcoming year to ensure that all manual journal entries are scrutinized for adequate support, justification, and adherence to any applicable current legislation and are reviewed and approved at the appropriate levels.

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of County Commissioners of Leon County, Florida and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

Thomas Howell Ferguson P.A.

Thomas Howell Ferguson P.A.
Tallahassee, Florida
March 20, 2020

Law, Redd, Crona & Munroe P.A.

Law, Redd, Crona & Munroe, P.A.
Tallahassee, Florida

County: Levy Priority: 1 Issue Type: Funding Issue
Contact: Faith Southard
E-Mail Address: southard-faith@levyclerk.com Recurring: Yes Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$9,348	\$630	\$5,602	\$3,420	\$435	\$570	\$630	\$685	\$1,680	\$23,000
Operating										\$0
Capital										\$0
TOTAL	\$9,348	\$630	\$5,602	\$3,420	\$435	\$570	\$630	\$685	\$1,680	\$23,000

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Due to the increase in FRS rates and Insurance rates for CFY2021, we are asking for an increase of \$23,000.

County: Liberty Priority: 1 Issue Type: Funding Issue
Contact: Stacey Roddenberry
E-Mail Address: srodzenberry@libertyclerk.com Recurring: No Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel									\$8,349	\$8,349
Operating										\$0
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,349	\$8,349

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Liberty County is requesting \$8,349.00 as separation payout for the Clerk's Finance Position. The employee is entitled to separation payout per the personnel policy of the Clerk's Office. Personnel Rules and Regulations: Section 6(4) - A Career Service employee with 12 or more months of creditable county service who separates from county government shall be paid for unused annual leave up to a maximum of 240 hours. Section 7(E) - Employees who retire from the Clerk's Office will receive pay for one fourth of all unused sick leave not to exceed 480 hours. Budget Issues 1-4 total \$18,665.00, if these state and local requirements are not funded we would need to cut 0.50 FTE of our 5.00 FTE's to be able to fund them. This would have an impact on performance measures, customer service, reporting, essentially every function of our court operations.

Florida CCOC Budget Issue Form
County Fiscal Year 2020-2021

Agenda Item 4a - Attachment 1



CCOC Form Version 2
 Revised 6/9/20

County: Liberty
Contact: Stacey Roddenberry
E-Mail Address: sroddenberry@libertyclerk.com

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$458	\$458	\$458	\$458	\$458	\$90	\$458	\$55	\$401	\$3,294
Operating										\$0
Capital										\$0
TOTAL	\$458	\$458	\$458	\$458	\$458	\$90	\$458	\$55	\$401	\$3,294

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Liberty County is requesting \$3,294.00 to fund the increase in FRS Contribution Rates effective 07/01/2020. Budget Issues 1-4 total \$18,665.00, if these state and local requirements are not funded we would need to cut 0.50 FTE of our 5.00 FTE's to be able to fund them. This would have an impact on performance measures, customer service, reporting, essentially every function of our court operations.

County: Liberty
Contact: Stacey Roddenberry
E-Mail Address: sroddenberry@libertyclerk.com

Priority: 3
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel									\$3,582	\$3,582
Operating										\$0
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,582	\$3,582

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

Liberty County is requesting \$3,582.00 to fund an FRS class change for our Clerk Finance Position from DROP to SMSC. The employee in the DROP class will retire on 01/31/2021. Budget Issues 1-4 total \$18,665.00, if these state and local requirements are not funded we would need to cut 0.50 FTE of our 5.00 FTE's to be able to fund them. This would have an impact on performance measures, customer service, reporting, essentially every function of our court operations.

County: Liberty
Contact: Stacey Roddenberry
E-Mail Address: sroddenberry@libertyclerk.com

Priority: 4
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

CCOC Form Version 2
Revised 6/9/20

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$553	\$553	\$553	\$553	\$553	\$0	\$553	\$122	\$0	\$3,440
Operating										\$0
Capital										\$0
TOTAL	\$553	\$553	\$553	\$553	\$553	\$0	\$553	\$122	\$0	\$3,440

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flicc.org.

Liberty County is requesting \$3,440.00 to fund a 6% increase in health insurance premiums, the rate change is effective 09/01/2020. Budget Issues 1-4 total \$18,665.00, if these state and local requirements are not funded we would need to cut 0.50 FTE of our 5.00 FTE's to be able to fund them. This would have an impact on performance measures, customer service, reporting, essentially every function of our court operations.

County: Liberty
Contact: Stacey Roddenberry
E-Mail Address: sroddenberry@libertyclerk.com

Priority: 5
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$943	\$943	\$943	\$943	\$943	\$205	\$943	\$118	\$940	\$6,921
Operating										\$0
Capital										\$0
TOTAL	\$943	\$943	\$943	\$943	\$943	\$205	\$943	\$118	\$940	\$6,921

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flicc.org.

While we realize the CFY 20/21 Base Budget Spreadsheet included a 3% salary increase, the reduction of the Prior Year Cumulative Excess leaves us in a position where we are not able to give our employees the salary increase. Liberty County is requesting \$6,921.00 to fund a 3% COLA for our employees. The salary increase would allow our office to stay competitive with other county governments in the surrounding area. With each of our court staff having 5 - 12 years of service with our office, not funding this request puts us at risk of losing experienced court staff to higher paying jobs in nearby counties.

County: Madison	Priority: 1	Issue Type: Funding Issue
Contact: Billy Washington		
E-Mail Address: bwashington@madisonclerk.com	Recurring: No	Issue Category: Other

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	0.90			0.05			0.05			1.00
Personnel	\$36,531			\$2,030			\$2,029			\$40,590
Operating										\$0
Capital										\$0
TOTAL	\$36,531	\$0	\$0	\$2,030	\$0	\$0	\$2,029	\$0	\$0	\$40,590

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

During this FY, I will have a 35 year employee retiring. She is the main felony clerk for this office. I will be hiring to replace the loss of an employee. I anticipate that the new hire's employment will overlap with this retiring deputy clerk. This will allow for cross training to have another deputy clerk step in to fill this position as seamlessly as possible. If I am not able to have this period of overlap, this will result in delays in processing, reporting and record keeping in my felony court division. The amount above represents a new hire at \$13.00/hour, plus FRS, health insurance and employment taxes.

County: Madison
Contact: Billy Washington
E-Mail Address: bwashington@madisonclerk.com

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Compliance

CCOC Form Version 2
Revised 6/9/20

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE		0.70	0.10				0.10	0.10		1.00
Personnel		\$28,413	\$4,059				\$4,059	\$4,059		\$40,590
Operating										\$0
Capital										\$0
TOTAL	\$0	\$28,413	\$4,059	\$0	\$0	\$0	\$4,059	\$4,059	\$0	\$40,590

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Currently I devote everything that I can to compliance and collections, which isn't much. I'm certain that I could be collecting more if I had staff more fully devoted to collections. This would allow me to have that staff member and allow for me to shift some of the jury management responsibilities (which I currently do myself). If this position is not funded, I will continue to operate as I currently do. However, funding this position will allow my office to work with individuals more on compliance. This will, hopefully, result in less driver license suspensions. The above represents a new hire at \$13.00/hr plus FRS, health insurance and employment taxes.

County: Madison
Contact: Billy Washington
E-Mail Address: bwashington@madisonclerk.com

Priority: 3
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel									\$4,910	\$4,910
Operating										\$0
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,910	\$4,910

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@fliccoc.org.

I have not taken any statutory raise since taking office, with the exception of \$2000 for certified clerk. I understand that I have placed myself in this position of trying to claw back to the amount allowed statutorily. The above represents the salary, FRS and employment taxes required. This is not only the last of my priorities, but also the least of my priorities. Like most, I would much rather keep people employed than take an increase.

County: Manatee
Contact: Kathy Cremaschi
E-Mail Address: kathy.cremaschi@manateeclerk.com

Priority: 1
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$38,306	\$1,739	\$5,457	\$1,755	\$0	\$0	\$0	\$412	\$11,138	\$58,807
Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$38,306	\$1,739	\$5,457	\$1,755	\$0	\$0	\$0	\$412	\$11,138	\$58,807

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Annual FRS Rate Increase based on Florida Statute

County: Manatee
Contact: Kathy Cremaschi
E-Mail Address: kathy.cremaschi@manateeclerk.com

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

CCOC Form Version 2
Revised 6/9/20

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$33,923	\$1,276	\$4,786	\$2,291	\$0	\$0	\$0	\$514	\$7,569	\$50,359
Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$33,923	\$1,276	\$4,786	\$2,291	\$0	\$0	\$0	\$514	\$7,569	\$50,359

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

The Manatee County Board of County Commissioners is proposing 4% increases to annual Health Insurance premiums for both employers and employees for FY21. Manatee County is self-insured and the is the provider of the Clerk's health insurance plan.

County: Marion Priority: 1 Issue Type: Funding Issue
Contact: Staci Winston
E-Mail Address: Staci@marioncountyclerk.org Recurring: Yes Issue Category: Continuation Budget

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel										\$0
Operating									\$5,359	\$5,359
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,359	\$5,359

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

\$5,359 difference between FY2021 base budget and FY1920 budget. \$5,191 of this difference is insurance premium increases for shared cost FTE's
(Base budget calculation \$6,836,861 FY1920 approved budget \$6,842,220)

County: Marion
Contact: Staci Winston
E-Mail Address: Staci@marioncountyclerk.org

Priority: 1
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

CCOC Form Version 2
Revised 6/9/20

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$123,785	\$123,785	\$6,252	\$16,146	\$14,800	\$0	\$15,178	\$5,160	\$32,542	\$337,648
Operating										\$0
Capital										\$0
TOTAL	\$123,785	\$123,785	\$6,252	\$16,146	\$14,800	\$0	\$15,178	\$5,160	\$32,542	\$337,648

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

The budget issues included here are due to FRS adjustments, health insurance adjustments and 3% COLA, as outlined below

FRS Adjustment - \$64,066

Court Employees - \$59,004 + Shared Cost Employees - \$5,062

There was an 18.1% rate increase for regular employees and a 7.4% increase for senior management

Health Insurance Adjustment: \$115,908

Court Employees - \$110,740 + Shared Cost Employees - \$5,168

Health increase is \$980 per FTE

3% COLA (including increased FRS & Health rates): \$157,674

Court Employees - \$145,956 + Shared Cost Employees - \$11,718

County: Monroe Priority: 1 Issue Type: Funding Issue
Contact: Christee Mattingly
E-Mail Address: Cmattingly@Monroe-Clerk.com Recurring: Yes Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$625,000									\$625,000
Operating										\$0
Capital										\$0
TOTAL	\$625,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$625,000

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Monroe County is requesting \$625,000 recurring personnel budget for court-related staffing. This amount represents the amount of the court-related personnel salaries and fringe benefits that the Monroe County Board has subsidized for the past number of years.

To address the struggles the Monroe County Clerk faces in attracting and retaining qualified staff, the Clerk has needed to keep entry-level salaries and benefits in pace with the entry-level salaries of his counterparts in the County. When compared to staff employed by the other Monroe County Constitutional Officers as well as Monroe County Board staff, the Clerk's staff are the lowest paid. Throughout the years when the CCOC was not able to provide the needed base funding for the Monroe County Clerk to maintain the needed entry-level salaries and related fringe benefits, the Board stepped up to fill the budget hole so the Clerk's Office would not fall too far behind.

In addition, the staffing needs at the Monroe County Clerk's office is higher than comparable office's to having to maintain three locations throughout the Florida Keys: Key West, Marathon, and Plantation Key. Further, the Clerk's Office must maintain sufficient staffing at its Plantation Key location to cover three physical locations. Fortunately, the county is in the process of building a courthouse in Plantation Key that will consolidate all the Clerk's Upper Keys' operations into a single location. Once consolidated, it is the Clerk's goal to reduce staffing at this location accordingly. The new courthouse is currently scheduled for completion in 2022.

County: Nassau Priority: 1 Issue Type: Funding Issue
Contact: Rob Crawford
E-Mail Address: rcrawford@nassauclerk.com Recurring: Yes Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$85,187		\$153						(\$1,890)	\$83,450
Operating	(\$6,629)		(\$51)						\$409	(\$6,271)
Capital										\$0
TOTAL	\$78,558	\$0	\$102	\$0	\$0	\$0	\$0	\$0	(\$1,481)	\$77,179

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Nassau County included COLA increases totaling \$22,864 as well as increases in Performance Payments of \$913. The total increase in Life, Health & Worker's Comp Insurance is \$46,912 which is due to a 25% increase in Health Insurance. Retirement increased by \$22,306 due to pay increases and an increase in the contribution rates. Social Security and Medicare increased by \$1,820 due to pay increases. We had decreases in both Unemployment (\$11,365) and Operating expenses (\$6,271). The total budget request for Nassau County is \$1,707,783 which consists of a Base Budget of \$1,630,604 and increases of \$77,179.

County: Okaloosa
Contact: JD Peacock
E-Mail Address: jdpeacock@okaloosaclerk.com

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel									\$2,654	\$2,654
Operating										\$0
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,654	\$2,654

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

Employee Health Insurance Premium net increase.

Florida CCOC Budget Issue Form
County Fiscal Year 2020-2021

Agenda Item 4a - Attachment 1



CCOC Form Version 2
 Revised 6/9/20

County: Okaloosa
Contact: JD Peacock
E-Mail Address: jdpeacock@okaloosaclerk.com

Priority: 1
Recurring: No

Issue Type: Funding Issue
Issue Category: Cost Shift from County

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel									\$239,000	\$239,000
Operating										\$0
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$239,000	\$239,000

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

Should no funding assistance come to stabilize a \$490,581 FY 19-20 mid-year budget cut, we will have approximately \$239,000 in debt liability on the county side to subsidize our court related expenditures.

County: Orange
Contact: mike murphy
E-Mail Address: mmurphy@myorangeclerk.com

Priority: 1
Recurring: No

Issue Type: Funding Issue
Issue Category: Other

Markeith Loyd Trial

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel										\$0
Operating								\$71,927		\$71,927
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$71,927	\$0	\$71,927

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

In FY19-20, Orange was approved for \$120k of non-recurring funds for the two Markeith Loyd trials. Due to the Florida Supreme Court and 9th Judicial Circuit Administrative Orders suspending jury trials, only one of these trials was able to be held. \$48,073 was expended on the first trial. We are asking for the remaining funds (\$120,000 - \$48,073) to be included in our FY21 budget to cover the costs for the second trial. This will eliminate the need to use the state \$11.7m funds, which can be better allocated to all counties.

County: Orange
Contact: mike murphy
E-Mail Address: mmurphy@myorangeclerk.com

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$72,100	\$12,186	\$2,031	\$4,062	\$3,046	\$1,015	\$1,015	\$0	\$6,093	\$101,548
Operating										\$0
Capital										\$0
TOTAL	\$72,100	\$12,186	\$2,031	\$4,062	\$3,046	\$1,015	\$1,015	\$0	\$6,093	\$101,548

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

The CCOC Base Budget provided for 3% salary increases. However, there were no funds provided for FICA/SS and FRS costs associated with this increase. This request provides funding for these items. CCOC calculated 3% Wages = \$575,340 FICA = \$575,340 x 7.65% = \$44,014 FRS = \$575,340 x 10% = \$57,534. Total request = \$101,548 recurring personnel costs. We used regular rate for FRS rather than adjusting across all employees for simplification of request. Allocation of dollars across Service areas is based on Orange County's Court Services Framework analysis completed in FY19 for PIE committee work.

County: Orange
Contact: mike murphy
E-Mail Address: mmurphy@myorangeclerk.com

Priority: 3
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$280,451	\$47,401	\$7,900	\$15,800	\$11,848	\$3,950	\$3,950	\$0	\$23,700	\$395,000
Operating										\$0
Capital										\$0
TOTAL	\$280,451	\$47,401	\$7,900	\$15,800	\$11,848	\$3,950	\$3,950	\$0	\$23,700	\$395,000

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

The CCOC Base Budget provided no funds for Health Insurance increases. This request provides funding for these items. Our County benefits department has notified us that we will have a 10% increase in employer costs related to employee health insurance in the upcoming fiscal year. For simplification, we have taken our FY20 operational budget Health Insurance amount of \$3,951,881 (Tab B) and increased it by 10% for our FY21 budget submission. $\$3,951,881 \times 10\% = \$395,000$. Allocation of dollars across Service areas is based on Orange County's Court Services Framework analysis completed in FY19 for PIE committee work.

County: Osceola
Contact: Gladymir Ortega
E-Mail Address: gladymir.ortega@osceolaclerk.org

Priority: 1
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Other

Jury (JAC)

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel										\$0
Operating							\$195,558			\$195,558
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$195,558	\$0	\$0	\$195,558

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

FY1920 (\$250,860)
FY1920 (\$ 22,782)
FY2021 \$276,000
FY2021 \$ 31,200
FY2021 \$162,000
Total \$195,558

Jury staff is included thru an interlocal agreement with the County. The total amount FY1920 was budgeted \$250,860 which was under budget. FY2021 budget request is \$276,000 (interlocal agreement payable to County) for staff and \$31,200 for Summons preparation. Additionally, travel per diem FY1920 was budgeted \$22,782 again under budget and FY2021 budget request is \$162,000.

County: Osceola
Contact: Gladymir Ortega
E-Mail Address: gladymir.ortega@osceolaclerk.org

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Compliance

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE		3.00	1.00							4.00
Personnel		\$160,000	\$55,000							\$215,000
Operating		\$10,000	\$1,000							\$11,000
Capital										\$0
TOTAL	\$0	\$170,000	\$56,000	\$0	\$0	\$0	\$0	\$0	\$0	\$226,000

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

Osceola had to eliminate Collection and Compliance department three years ago due to funding issue an budget cuts. The purpose of the Collection and Compliance department is to recoup debt and to assist court funds as a means to increase revenues for our office and as a donor Clerk office. The request includes two FTE's and a Manager. Additional FTE Finance staff (Junior Auditor) will be assisting in the reporting and analysis of Collection and Compliance efforts and maintain regulations as deemed per Article V Audit. Revenue estimate FY2021 \$8,352,568

County: Osceola
Contact: Gladymir Ortega
E-Mail Address: gladymir.ortega@osceolaclerk.org

Priority: 3
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

CCOC Form Version 2
Revised 6/9/20

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel									\$150,000	\$150,000
Operating										\$0
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$150,000	\$150,000

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

Insurance premiums continue to rise and Osceola is expecting an estimated increase of 10% on benefits. Due to serious health ailments our insurance premium will be increasing substantially. In an effort to reduce cost Osceola has gone to the market to review other companies. Revenue estimate FY2021 \$8,352,568

County: Palm Beach
Contact: Rita Rodriguez
E-Mail Address: RMRodriguez@mypalmbeachclerk.com

Priority: 1
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$189,710	\$20,889	\$9,914	\$29,387	\$12,006	\$2,189	\$6,920	\$10,493	\$40,361	\$321,869
Operating										\$0
Capital										\$0
TOTAL	\$189,710	\$20,889	\$9,914	\$29,387	\$12,006	\$2,189	\$6,920	\$10,493	\$40,361	\$321,869

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

With the FY20 Legislation's approval of SB7044/HB5007 in reference to increases in FRS rates, the impact to our office is an increase of \$321,869 (+16.2%). The proposed FY21 base budget for Palm Beach County of \$28,353,295 is a reduction of \$80,217 vs the FY2020 approved budget, although the FY21 base budget includes a 3% merit increase (\$605,353), it excludes the taxes & benefit impact of the merit increases as well as the FRS mandated increases. The current proposed FY21 base budget would allow us to cover the mandated FRS increase, however, it would not allow us to cover the full impact of a merit increase. By providing the additional budget authority to cover the FRS increases, Palm Beach will be able to cover both the mandated FRS increases as well as provide our employees a well needed/deserved merit/COLA increase. Throughout the last several years Palm Beach has been fiscally responsible in ensuring that we manage our expenditures while continuing to provide "top-notch" service to our citizens, made possible through automation, efficiencies and headcount reductions.

County: Pasco	Priority: 1	Issue Type: Funding Issue
Contact: Chris Mettler		
E-Mail Address: cmettler@pascoclerk.com	Recurring: Yes	Issue Category: Cost Shift from County

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$700,890									\$700,890
Operating	\$621,651									\$621,651
Capital	\$104,416									\$104,416
TOTAL	\$1,426,957	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,426,957

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Underfunded group health insurance: The County has been helping to cover court-related costs for over ten years, mostly in the categories of group health insurance and technology. This request is not a request for technology dollars; the previous sentence is simply a statement about how our County has absorbed costs related to supporting the court-related side of the Office. Revenue streams have decreased, but workloads and labor-related operational costs have not. A full needs-based budget to cover all court costs and eliminate cost shifting from our county will require \$1,426,957 in FY 20-21.

Additional consideration: Pasco is one of the highest funded counties, due mostly to traffic infractions being disproportionately low for its size. Pasco does not have the needed amount of infractions to support its court system. Our Office is not aligned with many others its size or larger, even within its own peer group.

In FY18-19:

- Only 6.98% of Pasco's outputs were Criminal Traffic cases, while Brevard and Volusia, the other two highly funded offices within Peer Group 10, came in at 9.72% and 8.96%, respectively.
- Similarly, 35.86% of Pasco's total outputs were Civil Traffic cases, while Brevard and Volusia were 42.54% and 40.12%, respectively. Within this category, Civil Traffic within Peer Group 10 averages 44.77% of totals.

Within Peer Group 10:

- Pasco had the highest rate of Circuit Criminal and County Criminal cases, which yield little revenue.
- Pasco had the highest percentages of Probate and Family cases, which are expensive to process.

The established funding model negatively affects our Office. Additional funding is needed to meet the operational costs and demands of our Office. Pasco revenue shortfalls are a clear example of the challenges with the current funding model, which does not support the expenses of the Clerk of Court mandated functions.

County: Pasco
Contact: Chris Mettler
E-Mail Address: cmettler@pascoclerk.com

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: AO/Supreme Court Order

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel								\$150,000		\$150,000
Operating										\$0
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$150,000	\$0	\$150,000

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

Jury Management and Operations:
Historically, in Pasco, jurors were summoned to report on Mondays and the court would pick their jurors for that week's trials. Going forward, the court has indicated they will likely have jury trials five days a week. This will help ensure the number of jurors within the jury assembly rooms are able to maintain social distancing. To manage the backlog of jury trials, the court is also considering having jurors summoned twice daily, having jurors report in the morning and the afternoon. To meet the needs of the court, our Office will need to realign FTE resources by 40% to cover the increased juror activities. The juror yield will be impacted by the COVID-19 pandemic as outlined in Supreme Court Order AOSC 20-23 Amendment 4. Therefore, to meet the needs of the court, our Office anticipates the number of prospective jurors summoned to increase by 100%. In Pasco, eligible jurors are compensated on the day of service. On average 58.2% of reporting jurors are eligible for compensation. With Pasco's current unemployment rate of 13.9% (pre-COVID-19, 3.4%), we anticipate the number of jurors who will be eligible for compensation will increase to roughly 75%. With the increases to the number of days jurors will be reporting, number of jurors summoned, FTE allocations to jury management, and the juror compensation costs, we anticipate an additional \$150,000 of jury funding is needed.

County: Polk Priority: 1 Issue Type: Funding Issue
Contact: Dan Bowden
E-Mail Address: danielbowden@polk-county.net Recurring: Yes Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$135,611	\$22,602	\$11,301	\$11,301	\$11,301	\$11,301	\$11,301	\$4,520	\$6,780	\$226,018
Operating										\$0
Capital										\$0
TOTAL	\$135,611	\$22,602	\$11,301	\$11,301	\$11,301	\$11,301	\$11,301	\$4,520	\$6,780	\$226,018

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Health Insurance - We are part of our County's health plan and they have told us to expect a 10% increase to the employer portion of the premiums for fiscal year 20/21. If this is not funded we will have to make other cuts impacting our ability to keep the office running and meet performance standards in order to cover the increased premiums.

County: Polk
Contact: Dan Bowden
E-Mail Address: danielbowden@polk-county.net

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$113,201	\$18,867	\$9,433	\$9,433	\$9,433	\$9,433	\$9,433	\$3,773	\$5,662	\$188,668
Operating										\$0
Capital										\$0
TOTAL	\$113,201	\$18,867	\$9,433	\$9,433	\$9,433	\$9,433	\$9,433	\$3,773	\$5,662	\$188,668

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

FRS rate increases - This for the expected increase in FRS rates per HB5007. If this is not funded we will have to make other cuts impacting our ability to keep the office running and meet performance standards in order to cover the increased contributions.

County: Putnam Priority: 1 Issue Type: Funding Issue
Contact: Sherry Mehl
E-Mail Address: sherrymehl@putnam-fl.com Recurring: Yes Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel									\$40,000	\$40,000
Operating									\$0	\$0
Capital									\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000	\$40,000

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Additional funds requested to cover FRS increases mandated by the Legislature.

Florida CCOC Budget Issue Form
County Fiscal Year 2020-2021

Agenda Item 4a - Attachment 1



CCOC Form Version 1
 Created 6/1/20

County: Putnam
Contact: Sherry Mehl
E-Mail Address: sherrymehl@putnam-fl.com

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel									\$62,837	\$62,837
Operating									\$0	\$0
Capital									\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$62,837	\$62,837

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Funds requested for 3% pay increase for employees (51,655), related payroll taxes (3,951) and average FRS at 14% (7,231).

County: Saint Lucie Priority: 1 Issue Type: Funding Issue
Contact: Shai Francis
E-Mail Address: franciss@stlucieclerk.com Recurring: Yes Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$39,107	\$3,563	\$1,974				\$5,277	\$1,483	\$6,887	\$58,291
Operating										\$0
Capital										\$0
TOTAL	\$39,107	\$3,563	\$1,974	\$0	\$0	\$0	\$5,277	\$1,483	\$6,887	\$58,291

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

The amounts reflect the retirement increases taking effect on July 1, 2020, for the Florida Retirement System. The baseline budget is based on the FY 2019-20 rates.

County: Sarasota Priority: 1 Issue Type: Funding Issue
Contact: Pete Ramsden
E-Mail Address: pramsden@sarasotaclerkandcomptroller.com Recurring: Yes Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$60,909	\$6,091	\$9,136	\$5,076	\$2,030	\$6,091	\$2,030	\$5,076	\$5,076	\$101,515
Operating										\$0
Capital										\$0
TOTAL	\$60,909	\$6,091	\$9,136	\$5,076	\$2,030	\$6,091	\$2,030	\$5,076	\$5,076	\$101,515

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

Due to the increased retirement rates, our projected expenditure for FRS increased by \$101,515.

County: Seminole
Contact: Mary Moschler
E-Mail Address: mmoschler@seminoleclerk.org

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$176,830	\$11,225	\$1,917	\$2,442			\$339	\$5,946		\$198,699
Operating										\$0
Capital										\$0
TOTAL	\$176,830	\$11,225	\$1,917	\$2,442	\$0	\$0	\$339	\$5,946	\$0	\$198,699

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

The Seminole Clerk's Office did a salary study in 2017 to find how our jobs compared to other Clerks' Offices, other governmental entities, and the local job market. Although we have implemented one of the suggestions by the consultant to increase the base pay of our supervisors, we have not been able to implement another key suggestion, which was to create a Clerk II position to protect us from losing some of our best trained employees. This request is for funding to create a Clerk II designation for clerks that have a measureable level of additional knowledge and skill compared to the Clerk I position based on the job descriptions for the two positions. The funding will address the need to remain competitive with the local job market. As with many other Clerks' Offices, we have lost several of our best employees to jobs where the employee was offered \$5,000 to \$10,000 more than what we pay. This proposal will reclassify 59 positions to Clerk II from Clerk I and give them an average increase of \$3,368 (i.e., 10%). We will still lose some employees, but we feel this will be significant enough to prevent the loss of many of our best employees.

County: Suwannee Priority: 2 Issue Type: Funding Issue
Contact: Keith Gentry
E-Mail Address: keithg@suwgov.org Recurring: Yes Issue Category: Performance Measures

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$3,500									\$3,500
Operating										\$0
Capital										\$0
TOTAL	\$3,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,500

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

We have not been requesting additional revenue for Injunction Call Outs. We have been trying to absorb this cost but we have around 20 - 25 call outs a year and it can take anywhere from 1 - 3 hours per call out. If we could please receive some additional funding to help offset these personnel costs that would be greatly appreciated.

Florida CCOC Budget Issue Form
County Fiscal Year 2020-2021

Agenda Item 4a - Attachment 1



CCOC Form Version 2
 Revised 6/9/20

County: Suwannee
Contact: Keith Gentry
E-Mail Address: keithg@suwgov.org

Priority: 1
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$11,196		\$2,001	\$599				\$690	\$515	\$15,001
Operating										\$0
Capital										\$0
TOTAL	\$11,196	\$0	\$2,001	\$599	\$0	\$0	\$0	\$690	\$515	\$15,001

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

To offset the increase in FRS rates for employees and Clerk.

County: Taylor Priority: 1 Issue Type: Funding Issue
Contact: Gary Knowles
E-Mail Address: gknowles@taylorclerk.com Recurring: Yes Issue Category: Cost Shift from County

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE	0.50									0.50
Personnel	\$21,000									\$21,000
Operating										\$0
Capital										\$0
TOTAL	\$21,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$21,000

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

50% of a traffic division employee is funded by the County. This employee processess traffic tickets, receipts payments, answers traffic phone calls and provide over the counter support for traffic. We would like to shift the funding from the County to the Court budget

County: Taylor
Contact: Gary Knowles
E-Mail Address: gknowles@taylorclerk.com

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Cost Shift from County

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE									0.18	0.18
Personnel									\$31,300	\$31,300
Operating										\$0
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$31,300	\$31,300

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

85% of the Clerk personnel costs is being funded by the County. 18% shifted to the Court budget would increase the Court portion to 33% for administration.

County: Volusia Priority: 1 Issue Type: Funding Issue
Contact: Jolie Kelly
E-Mail Address: jkelly@clerk.org Recurring: Yes Issue Category: Pay & Benefit Increases

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel	\$88,425	\$28,188	\$3,848	\$1,283	\$6,413	\$0	\$1,283	\$2,565	\$2,995	\$135,000
Operating										\$0
Capital										\$0
TOTAL	\$88,425	\$28,188	\$3,848	\$1,283	\$6,413	\$0	\$1,283	\$2,565	\$2,995	\$135,000

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

As you are aware each July 1st the State issues new employer rates for the Florida Retirement System, and in most years the rates increase. For many years now Clerk's offices have received no additional funding to cover these increases. We are requesting additional funding to cover the increase for our budgeted FTEs.

County: Volusia
Contact: Jolie Kelly
E-Mail Address: jkelly@clerk.org

Priority: 2
Recurring: Yes

Issue Type: Funding Issue
Issue Category: Pay & Benefit Increases

CCOC Form Version 2
Revised 6/9/20

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel										\$0
Operating										\$0
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@ficcoc.org.

The Volusia County Clerk's office works tirelessly to keep health care costs down. We do everything we can and still most years we have an increase in the rates. In some years we have passed these increases on to our employees through increasing their payroll deduction. For many years now Clerk's offices have received no additional funding to cover increases in health care costs. In fiscal 2021 we realize that our employees will be struggling to recover financially from the COVID-19 crisis just like everyone else, and we cannot pass additional health care costs on to them. We are requesting additional funding to cover the increase to budgeted FTEs.

UPDATE: We have just learned from our

health insurance carrier that they are not going to raise our rates. Therefore, we retract this request for additional funding.

County: Walton
Contact: Fran Pflugradt
E-Mail Address: franp@waltonclerk.com

Priority: 1
Recurring: Yes

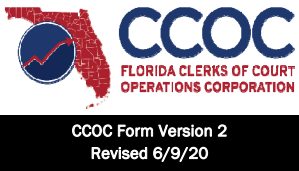
Issue Type: Funding Issue
Issue Category: Compliance

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE		0.68	0.66		0.66					2.00
Personnel		\$30,387	\$29,493		\$29,493					\$89,373
Operating		\$1,000	\$1,000		\$1,000					\$3,000
Capital										\$0
TOTAL	\$0	\$31,387	\$30,493	\$0	\$30,493	\$0	\$0	\$0	\$0	\$92,373

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

We are in need of a collections department, which we do not currently have. To accomplish this function we will need two FTE's. We anticipate this assiting us in increasing revenues for our office.



County: Walton
 Contact: Fran Pflugradt
 E-Mail Address: franp@waltonclerk.com

Priority: 2
 Recurring: Yes

Issue Type: Funding Issue
 Issue Category: Cost Shift from County

	Case Processing	Revenue Collection and Distribution	Financial Processing	Requests for Records and	Provide Ministerial Pro Se Assistance	Technology Services for External Users	Mandated Reporting Services	Jury Management	Administration	TOTAL
FTE										0.00
Personnel										\$0
Operating									\$25,000	\$25,000
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000	\$25,000

ISSUE REQUEST DETAIL

Please provide a detailed description of the budget issue including the amounts that are related to Personnel, Operating, or Capital costs, and any FTE impact. Be sure to **thoroughly** explain the item and provide supporting documents as needed. Description should include the impact to the clerk's office if issue is not funded and impact if reduction is taken. Additional supporting documentation can be submitted with form to reports@flccoc.org.

To carry out court functions and training.

County	Priority	Recurring Yes / No	Issue Description	Issue Category	FTE	TOTAL
Alachua	1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$65,000
Alachua	2	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$30,000
Alachua	3	Yes	Clerk Salary Increase	Pay & Benefit Increases	0.00	\$1,200
Alachua	4	No	Leave Payouts	Pay & Benefit Increases	0.00	\$31,000
Alachua			GRAND TOTAL		0.00	\$127,200
Baker	1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$40,041
Baker	2	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$38,808
Baker	3	Yes	Clerk IT FTE	IT Funded from CCOC	1.00	\$30,900
Baker	4	Yes	Jury Increase	Other	0.00	\$26,620
Baker			GRAND TOTAL		1.00	\$136,369
Bradford	1	Yes	Cost Shift from County	Cost Shift from County	0.00	\$71,736
Bradford	2	Yes	Child Support Costs	Other	0.00	\$4,698
Bradford			GRAND TOTAL		0.00	\$76,434
Broward	1	Yes	Felony - Clerks	Continuation Budget	6.00	\$230,915
Broward	2	Yes	Domestic Violence Unit	Continuation Budget	3.00	\$109,143
Broward	3	Yes	Felony - Case Management	Continuation Budget	2.00	\$76,972
Broward	4	Yes	Finance Division	Audit Finding	1.00	\$45,099
Broward	5	Yes	Budget Analyst	Continuation Budget	1.00	\$62,774
Broward	6	Yes	Circuit Civil/Family Division	Continuation Budget	3.00	\$109,143
Broward	7	Yes	Felony - Front Counter	Continuation Budget	1.00	\$47,878
Broward	8	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$33,351
Broward			GRAND TOTAL		17.00	\$715,275
Calhoun	1	No	Overtime	Pay & Benefit Increases	0.00	\$27,405
Calhoun	2	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$2,133
Calhoun	3	Yes	3% COLA Increase	Pay & Benefit Increases	0.00	\$7,032
Calhoun	4	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$3,433
Calhoun			GRAND TOTAL		0.00	\$40,003
Charlotte	1	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$38,933
Charlotte	2	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$34,936
Charlotte	3	Yes	Clerk Technology	Pay & Benefit Increases	1.00	\$115,084
Charlotte			GRAND TOTAL		1.00	\$188,953
Citrus	1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$38,965
Citrus	2	Yes	Merit Increases	Pay & Benefit Increases	0.00	\$12,295
Citrus	3	Yes	Overtime	Performance Measures	0.00	\$74,234
Citrus			GRAND TOTAL		0.00	\$125,494
Clay	1	Yes	Call Center	Efficiencies	1.72	\$86,000
Clay	2	Yes	New FTE - Asst. Chief Deputy	Efficiencies	0.80	\$54,400
Clay			GRAND TOTAL		2.52	\$140,400
Collier	1	Yes	Branch Location - Staffing	Efficiencies	2.29	\$145,400
Collier			GRAND TOTAL		2.29	\$145,400
DeSoto	1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$36,000
DeSoto	2	Yes	CMS Increase	IT Funded from CCOC	0.00	\$15,300
DeSoto			GRAND TOTAL		0.00	\$51,300



County	Priority	Recurring Yes / No	Issue Description	Issue Category	FTE	TOTAL
Dixie	1	Yes	New FTE	Pay & Benefit Increases	3.00	\$155,333
Dixie	2	Yes	Pay Equity	Pay & Benefit Increases	0.00	\$149,004
Dixie	3	No	Technology	IT Funded from CCOC	0.00	\$4,400
Dixie				GRAND TOTAL	3.00	\$308,737
Duval	1	Yes	Pension	Continuation Budget	0.00	\$331,044
Duval				GRAND TOTAL	0.00	\$331,044
Escambia	1	No	Jury Management Software	Efficiencies	0.00	\$93,098
Escambia	2	Yes	FRS	Pay & Benefit Increases	0.00	\$91,312
Escambia				GRAND TOTAL	0.00	\$184,410
Franklin	1	Yes	Clerk Retirement	Pay & Benefit Increases	0.00	\$24,968
Franklin	2	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$6,333
Franklin	3	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$2,031
Franklin	4	Yes	3% COLA Increase	Pay & Benefit Increases	0.00	\$15,503
Franklin				GRAND TOTAL	0.00	\$48,835
Gilchrist	1	Yes	Pay & Benefit Increases	Pay & Benefit Increases	0.00	\$38,986
Gilchrist				GRAND TOTAL	0.00	\$38,986
Glades	1	Yes	FRS and Health Increase	Pay & Benefit Increases	0.00	\$14,399
Glades	2	Yes	3% COLA Increase	Pay & Benefit Increases	0.00	\$6,352
Glades				GRAND TOTAL	0.00	\$20,751
Hamilton	1	Yes	Cost Shift from County	Cost Shift from County	0.00	\$34,075
Hamilton	2	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$8,961
Hamilton				GRAND TOTAL	0.00	\$43,036
Hendry	1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$26,270
Hendry	2	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$14,600
Hendry				GRAND TOTAL	0.00	\$40,870
Hernando	1	Yes	Pay & Benefit Increases	Pay & Benefit Increases	0.00	\$372,895
Hernando	2	Yes	New FTE - Reporting	IT Funded from CCOC	2.00	\$100,000
Hernando				GRAND TOTAL	2.00	\$472,895
Highlands	1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$20,489
Highlands	2	Yes	Court Technology - Personnel	IT Funded from CCOC	1.28	\$79,790
Highlands	3	Yes	Pro Se Department	Continuation Budget	0.00	\$41,902
Highlands	4	Yes	Jury Increase	Continuation Budget	0.00	\$15,007
Highlands	5	Yes	3% COLA Increase	Pay & Benefit Increases	0.00	\$9,387
Highlands				GRAND TOTAL	1.28	\$166,575
Hillsborough	1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$310,709
Hillsborough	2	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$368,730
Hillsborough	3	Yes	3% COLA Increase	Pay & Benefit Increases	0.00	\$130,617
Hillsborough	4	Yes	Operating Costs	Continuation Budget	0.00	\$40,349
Hillsborough				GRAND TOTAL	0.00	\$850,405
Holmes	1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$6,307
Holmes				GRAND TOTAL	0.00	\$6,307
Jackson	1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$11,440
Jackson				GRAND TOTAL	0.00	\$11,440
Jefferson	1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$5,058
Jefferson				GRAND TOTAL	0.00	\$5,058



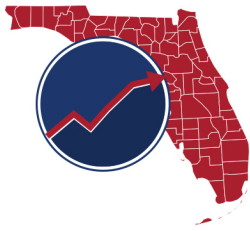
County	Priority	Recurring Yes / No	Issue Description	Issue Category	FTE	TOTAL
Lake	1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$73,241
Lake	2	Yes	Increase Salary Minimums	Pay & Benefit Increases	0.00	\$164,639
Lake	3	Yes	Branch Location - Staffing	Compliance	2.00	\$76,384
Lake				GRAND TOTAL	2.00	\$314,264
Lee	1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$335,887
Lee	2	Yes	Pro Se Department	Efficiencies	0.50	\$50,000
Lee	3	Yes	Collections	Compliance	0.00	\$15,000
Lee	4	Yes	Finance Division	Efficiencies	1.00	\$75,000
Lee	5	Yes	Appeals - SB 1392	Legislative Mandate	1.00	\$75,000
Lee				GRAND TOTAL	2.50	\$550,887
Leon	1	Yes	Finance Division	Audit Finding	0.15	\$10,534
Leon				GRAND TOTAL	0.15	\$10,534
Levy	1	No	Pay & Benefit Increases	Pay & Benefit Increases	0.00	\$23,000
Levy				GRAND TOTAL	0.00	\$23,000
Liberty	1	No	Leave Payouts	Pay & Benefit Increases	0.00	\$8,349
Liberty	2	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$3,294
Liberty	3	Yes	Clerk Retirement	Pay & Benefit Increases	0.00	\$3,582
Liberty	4	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$3,440
Liberty	5	Yes	3% COLA Increase	Pay & Benefit Increases	0.00	\$6,921
Liberty				GRAND TOTAL	0.00	\$25,586
Madison	1	No	Felony Clerk Overlap	Other	1.00	\$40,590
Madison	2	Yes	Collections	Compliance	1.00	\$40,590
Madison	3	Yes	Clerk Salary Increase	Pay & Benefit Increases	0.00	\$4,910
Madison				GRAND TOTAL	2.00	\$86,090
Manatee	1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$58,807
Manatee	2	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$50,359
Manatee				GRAND TOTAL	0.00	\$109,166
Marion	1	Yes	Continuation Budget	Continuation Budget	0.00	\$5,359
Marion	2	Yes	Pay & Benefit Increases	Pay & Benefit Increases	0.00	\$337,648
Marion				GRAND TOTAL	0.00	\$343,007
Monroe	1	Yes	Pay Equity	Pay & Benefit Increases	0.00	\$625,000
Monroe				GRAND TOTAL	0.00	\$625,000
Nassau	1	Yes	Pay & Benefit Increases	Pay & Benefit Increases	0.00	\$77,179
Nassau				GRAND TOTAL	0.00	\$77,179
Okaloosa	1	No	County Support	Cost Shift from County	0.00	\$2,654
Okaloosa	2	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$239,000
Okaloosa				GRAND TOTAL	0.00	\$241,654
Orange	1	No	Markeith Loyd Trials	Other	0.00	\$71,927
Orange	2	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$101,548
Orange	3	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$395,000
Orange				GRAND TOTAL	0.00	\$568,475
Osceola	1	Yes	Jury Increase	Other	0.00	\$195,558
Osceola	2	Yes	Collections	Compliance	4.00	\$226,000
Osceola	3	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$150,000
Osceola				GRAND TOTAL	4.00	\$571,558



County	Priority	Recurring Yes / No	Issue Description	Issue Category	FTE	TOTAL
Palm Beach	1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$321,869
Palm Beach				GRAND TOTAL	0.00	\$321,869
Pasco	1	Yes	Group Health	Cost Shift from County	0.00	\$1,426,957
Pasco	2	Yes	Jury Increase	AO/Supreme Court Order	0.00	\$150,000
Pasco				GRAND TOTAL	0.00	\$1,576,957
Polk	1	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$226,018
Polk	2	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$188,668
Polk				GRAND TOTAL	0.00	\$414,686
Putnam	1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$40,000
Putnam	2	Yes	3% COLA Increase	Pay & Benefit Increases	0.00	\$62,837
Putnam				GRAND TOTAL	0.00	\$102,837
Saint Lucie	1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$58,291
Saint Lucie				GRAND TOTAL	0.00	\$58,291
Sarasota	1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$101,515
Sarasota				GRAND TOTAL	0.00	\$101,515
Seminole	1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$102,743
Seminole	2	Yes	Pay Equity	Pay & Benefit Increases	0.00	\$198,699
Seminole				GRAND TOTAL	0.00	\$301,442
Suwannee	1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$15,001
Suwannee	2	Yes	Injunctions	Performance Measures	0.50	\$3,500
Suwannee				GRAND TOTAL	0.50	\$18,501
Taylor	1	Yes	Traffic Division	Cost Shift from County	0.50	\$21,000
Taylor	2	Yes	Clerk Court Percentage	Cost Shift from County	0.18	\$31,300
Taylor				GRAND TOTAL	0.68	\$52,300
Volusia	1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$135,000
Volusia	2	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$64,000
Volusia				GRAND TOTAL	0.00	\$199,000
Walton	1	Yes	Collections	Compliance	2.00	\$92,373
Walton	2	Yes	Court Functions/Training	Cost Shift from County	0.00	\$25,000
Walton				GRAND TOTAL	2.00	\$117,373

GRAND TOTAL	43.92	\$11,087,348
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CCOC

FLORIDA CLERKS OF COURT
OPERATIONS CORPORATION

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HARVEY RUVIN, ESQ.
MIAMI-DADE COUNTY

RON FICARROTTA
13TH JUDICIAL CIRCUIT JUDGE
SUPREME COURT APPOINTEE

ANGELINA "ANGEL"
COLONNESO, ESQ.
MANATEE COUNTY
SENATE APPOINTEE

VACANT
HOUSE APPOINTEE

JOHN DEW
EXECUTIVE DIRECTOR

JOE BOYD
GENERAL COUNSEL

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AGENDA ITEM 4(b)

DATE: August 25, 2020
SUBJECT: CFY 2020-21 Needs-Based Budget
COMMITTEE ACTION: For review and approval

OVERVIEW:

The CFY 2020-21 Budget Issue Requests are compiled with each county's previously calculated Base Budget. This spreadsheet (**Attachment 1**) includes all counties, even those who did not request any additional funding over Base Budget. CCOC staff has a spreadsheet that can be adjusted during deliberations for up-to-date totals.

COMMITTEE ACTION: Review and approve of a CFY 2020-21 Needs-Based Budget Request

LEAD STAFF: Jason L. Welty, Budget and Communications Director

ATTACHMENTS:

1. CFY2021 Budget Issue Requests with Base Budget

County	Base Budget	Priority	Recurring Yes / No	Issue Description	Issue Category	Requested FTE	REQUEST TOTAL	GRAND TOTAL
Alachua	\$6,041,506							
Alachua		1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$65,000	
Alachua		2	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$30,000	
Alachua		3	Yes	Clerk Salary Increase	Pay & Benefit Increases	0.00	\$1,200	
Alachua		4	No	Leave Payouts	Pay & Benefit Increases	0.00	\$31,000	
Alachua					REQUEST TOTAL	0.00	\$127,200	
Alachua					GRAND TOTAL			\$6,168,706
Baker	\$690,798							
Baker		1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$40,041	
Baker		2	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$38,808	
Baker		3	Yes	Clerk Technology	IT Funded from CCOC	1.00	\$30,900	
Baker		4	Yes	Jury Increase	Other	0.00	\$26,620	
Baker					REQUEST TOTAL	1.00	\$136,369	
Baker					GRAND TOTAL			\$827,167
Bay	\$3,821,505							
Bay					REQUEST TOTAL	0.00	\$0	
Bay					GRAND TOTAL			\$3,821,505
Bradford	\$714,062							
Bradford		1	Yes	Cost Shift from County	Cost Shift from County	0.00	\$71,736	
Bradford		2	Yes	Child Support Costs	Other	0.00	\$4,698	
Bradford					REQUEST TOTAL	0.00	\$76,434	
Bradford					GRAND TOTAL			\$790,496
Brevard	\$11,900,129							
Brevard					REQUEST TOTAL	0.00	\$0	
Brevard					GRAND TOTAL			\$11,900,129
Broward	\$39,801,023							
Broward		1	Yes	Felony - Clerks	Continuation Budget	6.00	\$230,915	
Broward		2	Yes	Domestic Violence Unit	Continuation Budget	3.00	\$109,143	
Broward		3	Yes	Felony - Case Management	Continuation Budget	2.00	\$76,972	
Broward		4	Yes	Finance Division	Audit Finding	1.00	\$45,099	
Broward		5	Yes	Budget Analyst	Continuation Budget	1.00	\$62,774	
Broward		6	Yes	Circuit Civil/Family Division	Continuation Budget	3.00	\$109,143	
Broward		7	Yes	Felony - Front Counter	Continuation Budget	1.00	\$47,878	
Broward		8	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$33,351	
Broward					REQUEST TOTAL	17.00	\$715,275	
Broward					GRAND TOTAL			\$40,516,298
Calhoun	\$437,097							
Calhoun		1	No	Overtime	Pay & Benefit Increases	0.00	\$27,405	
Calhoun		2	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$2,133	
Calhoun		3	Yes	3% COLA Increase	Pay & Benefit Increases	0.00	\$7,032	
Calhoun		4	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$3,433	
Calhoun					REQUEST TOTAL	0.00	\$40,003	
Calhoun					GRAND TOTAL			\$477,100
Charlotte	\$3,698,515							
Charlotte		1	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$38,933	
Charlotte		2	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$34,936	
Charlotte		3	Yes	Clerk Technology	Pay & Benefit Increases	1.00	\$115,084	
Charlotte					REQUEST TOTAL	1.00	\$188,953	
Charlotte					GRAND TOTAL			\$3,887,468
Citrus	\$3,050,132							
Citrus		1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$38,965	
Citrus		2	Yes	Merit Increases	Pay & Benefit Increases	0.00	\$12,295	
Citrus		3	Yes	Overtime	Performance Measures	0.00	\$74,234	
Citrus					REQUEST TOTAL	0.00	\$125,494	
Citrus					GRAND TOTAL			\$3,175,626
Clay	\$3,738,882							
Clay		1	Yes	Call Center	Efficiencies	1.72	\$86,000	
Clay		2	Yes	New FTE - Asst. Chief Deputy	Efficiencies	0.80	\$54,400	
Clay					REQUEST TOTAL	2.52	\$140,400	
Clay					GRAND TOTAL			\$3,879,282



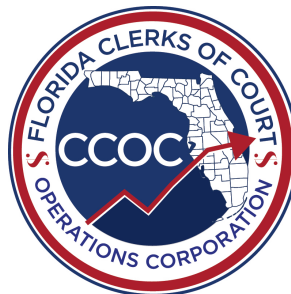
County	Base Budget	Priority	Recurring Yes / No	Issue Description	Issue Category	Requested FTE	REQUEST TOTAL	GRAND TOTAL
Collier	\$6,734,123							
Collier		1	Yes	Branch Location - Staffing	Efficiencies	2.29	\$145,400	
Collier					REQUEST TOTAL	2.29	\$145,400	
Collier					GRAND TOTAL			\$6,879,523
Columbia	\$1,494,415							
Columbia					REQUEST TOTAL	0.00	\$0	
Columbia					GRAND TOTAL			\$1,494,415
DeSoto	\$790,049							
DeSoto		1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$36,000	
DeSoto		2	Yes	CMS Increase	IT Funded from CCOC	0.00	\$15,300	
DeSoto					REQUEST TOTAL	0.00	\$51,300	
DeSoto					GRAND TOTAL			\$841,349
Dixie	\$475,872							
Dixie		1	Yes	New FTE	Pay & Benefit Increases	3.00	\$155,333	
Dixie		2	Yes	Pay Equity	Pay & Benefit Increases	0.00	\$149,004	
Dixie		3	No	Technology	IT Funded from CCOC	0.00	\$4,400	
Dixie					REQUEST TOTAL	3.00	\$308,737	
Dixie					GRAND TOTAL			\$784,609
Duval	\$19,697,051							
Duval		1	Yes	Pension	Continuation Budget	0.00	\$331,044	
Duval					REQUEST TOTAL	0.00	\$331,044	
Duval					GRAND TOTAL			\$20,028,095
Escambia	\$7,199,743							
Escambia		1	No	Jury Management Software	Efficiencies	0.00	\$93,098	
Escambia		2	Yes	FRS	Pay & Benefit Increases	0.00	\$91,312	
Escambia					REQUEST TOTAL	0.00	\$184,410	
Escambia					GRAND TOTAL			\$7,384,153
Flagler	\$1,884,851							
Flagler					REQUEST TOTAL	0.00	\$0	
Flagler					GRAND TOTAL			\$1,884,851
Franklin	\$637,126							
Franklin		1	Yes	Clerk Retirement	Pay & Benefit Increases	0.00	\$24,968	
Franklin		2	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$6,333	
Franklin		3	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$2,031	
Franklin		4	Yes	3% COLA Increase	Pay & Benefit Increases	0.00	\$15,503	
Franklin					REQUEST TOTAL	0.00	\$48,835	
Franklin					GRAND TOTAL			\$685,961
Gadsden	\$1,300,318							
Gadsden					REQUEST TOTAL	0.00	\$0	
Gadsden					GRAND TOTAL			\$1,300,318
Gilchrist	\$521,426							
Gilchrist		1	Yes	Pay & Benefit Increases	Pay & Benefit Increases	0.00	\$38,986	
Gilchrist					REQUEST TOTAL	0.00	\$38,986	
Gilchrist					GRAND TOTAL			\$560,412
Glades	\$522,673							
Glades		1	Yes	FRS and Health Increase	Pay & Benefit Increases	0.00	\$14,399	
Glades		2	Yes	3% COLA Increase	Pay & Benefit Increases	0.00	\$6,352	
Glades					REQUEST TOTAL	0.00	\$20,751	
Glades					GRAND TOTAL			\$543,424
Gulf	\$491,582							
Gulf					REQUEST TOTAL	0.00	\$0	
Gulf					GRAND TOTAL			\$491,582
Hamilton	\$513,362							
Hamilton		1	Yes	Cost Shift from County	Cost Shift from County	0.00	\$34,075	
Hamilton		2	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$8,961	
Hamilton					REQUEST TOTAL	0.00	\$43,036	
Hamilton					GRAND TOTAL			\$556,398
Hardee	\$891,286							
Hardee					REQUEST TOTAL	0.00	\$0	



County	Base Budget	Priority	Recurring Yes / No	Issue Description	Issue Category	Requested FTE	REQUEST TOTAL	GRAND TOTAL
Hardee					GRAND TOTAL			\$891,286
Hendry	\$1,247,852							
Hendry		1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$26,270	
Hendry		2	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$14,600	
Hendry					REQUEST TOTAL	0.00	\$40,870	
Hendry					GRAND TOTAL			\$1,288,722
Hernando	\$3,558,984							
Hernando		1	Yes	Pay & Benefit Increases	Pay & Benefit Increases	0.00	\$372,895	
Hernando		2	Yes	New FTE - Reporting	IT Funded from CCOC	2.00	\$100,000	
Hernando					REQUEST TOTAL	2.00	\$472,895	
Hernando					GRAND TOTAL			\$4,031,879
Highlands	\$1,933,042							
Highlands		1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$20,489	
Highlands		2	Yes	Court Technology - Personnel	IT Funded from CCOC	1.28	\$79,790	
Highlands		3	Yes	Pro Se Department	Continuation Budget	0.00	\$41,902	
Highlands		4	Yes	Jury Increase	Continuation Budget	0.00	\$15,007	
Highlands		5	Yes	3% COLA Increase	Pay & Benefit Increases	0.00	\$9,387	
Highlands					REQUEST TOTAL	1.28	\$166,575	
Highlands					GRAND TOTAL			\$2,099,617
Hillsborough	\$30,277,675							
Hillsborough		1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$310,709	
Hillsborough		2	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$368,730	
Hillsborough		3	Yes	3% COLA Increase	Pay & Benefit Increases	0.00	\$130,617	
Hillsborough		4	Yes	Operating Costs	Continuation Budget	0.00	\$40,349	
Hillsborough					REQUEST TOTAL	0.00	\$850,405	
Hillsborough					GRAND TOTAL			\$31,128,080
Holmes	\$573,996							
Holmes		1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$6,307	
Holmes					REQUEST TOTAL	0.00	\$6,307	
Holmes					GRAND TOTAL			\$580,303
Indian River	\$3,178,001							
Indian River					REQUEST TOTAL	0.00	\$0	
Indian River					GRAND TOTAL			\$3,178,001
Jackson	\$1,076,999							
Jackson		1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$11,440	
Jackson					REQUEST TOTAL	0.00	\$11,440	
Jackson					GRAND TOTAL			\$1,088,439
Jefferson	\$507,087							
Jefferson		1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$5,058	
Jefferson					REQUEST TOTAL	0.00	\$5,058	
Jefferson					GRAND TOTAL			\$512,145
Lafayette	\$302,280							
Lafayette					REQUEST TOTAL	0.00	\$0	
Lafayette					GRAND TOTAL			\$302,280
Lake	\$6,389,295							
Lake		1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$73,241	
Lake		2	Yes	Increase Salary Minimums	Pay & Benefit Increases	0.00	\$164,639	
Lake		3	Yes	Branch Location - Staffing	Compliance	2.00	\$76,384	
Lake					REQUEST TOTAL	2.00	\$314,264	
Lake					GRAND TOTAL			\$6,703,559
Lee	\$11,828,688							
Lee		1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$335,887	
Lee		2	Yes	Pro Se Department	Efficiencies	0.50	\$50,000	
Lee		3	Yes	Collections	Compliance	0.00	\$15,000	
Lee		4	Yes	Finance Division	Efficiencies	1.00	\$75,000	
Lee		5	Yes	Appeals - SB 1392	Legislative Mandate	1.00	\$75,000	
Lee					REQUEST TOTAL	2.50	\$550,887	
Lee					GRAND TOTAL			\$12,379,575



County	Base Budget	Priority	Recurring Yes / No	Issue Description	Issue Category	Requested FTE	REQUEST TOTAL	GRAND TOTAL
Leon	\$6,176,165							
Leon		1	Yes	Finance Division	Audit Finding	0.15	\$10,534	
Leon					REQUEST TOTAL	0.15	\$10,534	
Leon					GRAND TOTAL			\$6,186,699
Levy	\$1,096,073							
Levy		1	Yes	Pay & Benefit Increases	Pay & Benefit Increases	0.00	\$23,000	
Levy					REQUEST TOTAL	0.00	\$23,000	
Levy					GRAND TOTAL			\$1,119,073
Liberty	\$299,037							
Liberty		1	No	Leave Payouts	Pay & Benefit Increases	0.00	\$8,349	
Liberty		2	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$3,294	
Liberty		3	Yes	Clerk Retirement	Pay & Benefit Increases	0.00	\$3,582	
Liberty		4	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$3,440	
Liberty		5	Yes	3% COLA Increase	Pay & Benefit Increases	0.00	\$6,921	
Liberty					REQUEST TOTAL	0.00	\$25,586	
Liberty					GRAND TOTAL			\$324,623
Madison	\$548,606							
Madison		1	No	Felony Clerk Overlap	Other	1.00	\$40,590	
Madison		2	Yes	Collections	Compliance	1.00	\$40,590	
Madison		3	Yes	Clerk Salary Increase	Pay & Benefit Increases	0.00	\$4,910	
Madison					REQUEST TOTAL	2.00	\$86,090	
Madison					GRAND TOTAL			\$634,696
Manatee	\$6,114,363							
Manatee		1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$58,807	
Manatee		2	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$50,359	
Manatee					REQUEST TOTAL	0.00	\$109,166	
Manatee					GRAND TOTAL			\$6,223,529
Marion	\$6,836,861							
Marion		1	Yes	Continuation Budget	Continuation Budget	0.00	\$5,359	
Marion		2	Yes	Pay & Benefit Increases	Pay & Benefit Increases	0.00	\$337,648	
Marion					REQUEST TOTAL	0.00	\$343,007	
Marion					GRAND TOTAL			\$7,179,868
Martin	\$3,732,680							
Martin					REQUEST TOTAL	0.00	\$0	
Martin					GRAND TOTAL			\$3,732,680
Miami-Dade	\$72,392,179							
Miami-Dade					REQUEST TOTAL	0.00	\$0	
Miami-Dade					GRAND TOTAL			\$72,392,179
Monroe	\$3,654,667							
Monroe		1	Yes	Pay Equity	Pay & Benefit Increases	0.00	\$625,000	
Monroe					REQUEST TOTAL	0.00	\$625,000	
Monroe					GRAND TOTAL			\$4,279,667
Nassau	\$1,630,604							
Nassau		1	Yes	Pay & Benefit Increases	Pay & Benefit Increases	0.00	\$77,179	
Nassau					REQUEST TOTAL	0.00	\$77,179	
Nassau					GRAND TOTAL			\$1,707,783
Okaloosa	\$3,770,971							
Okaloosa		1	No	County Support	Cost Shift from County	0.00	\$2,654	
Okaloosa		2	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$239,000	
Okaloosa					REQUEST TOTAL	0.00	\$241,654	
Okaloosa					GRAND TOTAL			\$4,012,625
Okeechobee	\$1,281,702							
Okeechobee					REQUEST TOTAL	0.00	\$0	
Okeechobee					GRAND TOTAL			\$1,281,702
Orange	\$29,549,045							
Orange		1	No	Markeith Loyd Trials	Other	0.00	\$71,927	
Orange		2	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$101,548	
Orange		3	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$395,000	
Orange					REQUEST TOTAL	0.00	\$568,475	

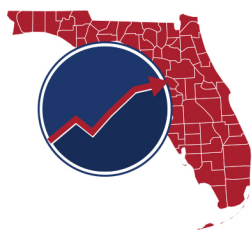


County	Base Budget	Priority	Recurring Yes / No	Issue Description	Issue Category	Requested FTE	REQUEST TOTAL	GRAND TOTAL
Orange					GRAND TOTAL			\$30,117,520
Osceola	\$7,591,647							
Osceola		1	Yes	Jury Increase	Other	0.00	\$195,558	
Osceola		2	Yes	Collections	Compliance	4.00	\$226,000	
Osceola		3	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$150,000	
Osceola					REQUEST TOTAL	4.00	\$571,558	
Osceola					GRAND TOTAL			\$8,163,205
Palm Beach	\$31,353,295							
Palm Beach		1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$321,869	
Palm Beach					REQUEST TOTAL	0.00	\$321,869	
Palm Beach					GRAND TOTAL			\$31,675,164
Pasco	\$11,961,364							
Pasco		1	Yes	Group Health	Cost Shift from County	0.00	\$1,426,957	
Pasco		2	Yes	Jury Increase	AO/Supreme Court Order	0.00	\$150,000	
Pasco					REQUEST TOTAL	0.00	\$1,576,957	
Pasco					GRAND TOTAL			\$13,538,321
Pinellas	\$23,685,559							
Pinellas					REQUEST TOTAL	0.00	\$0	
Pinellas					GRAND TOTAL			\$23,685,559
Polk	\$12,658,542							
Polk		1	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$226,018	
Polk		2	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$188,668	
Polk					REQUEST TOTAL	0.00	\$414,686	
Polk					GRAND TOTAL			\$13,073,228
Putnam	\$2,102,724							
Putnam		1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$40,000	
Putnam		2	Yes	3% COLA Increase	Pay & Benefit Increases	0.00	\$62,837	
Putnam					REQUEST TOTAL	0.00	\$102,837	
Putnam					GRAND TOTAL			\$2,205,561
Saint Johns	\$3,634,092							
Saint Johns					REQUEST TOTAL	0.00	\$0	
Saint Johns					GRAND TOTAL			\$3,634,092
Saint Lucie	\$7,058,273							
Saint Lucie		1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$58,291	
Saint Lucie					REQUEST TOTAL	0.00	\$58,291	
Saint Lucie					GRAND TOTAL			\$7,116,564
Santa Rosa	\$3,330,295							
Santa Rosa					REQUEST TOTAL	0.00	\$0	
Santa Rosa					GRAND TOTAL			\$3,330,295
Sarasota	\$8,570,120							
Sarasota		1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$101,515	
Sarasota					REQUEST TOTAL	0.00	\$101,515	
Sarasota					GRAND TOTAL			\$8,671,635
Seminole	\$9,085,051							
Seminole		1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$102,743	
Seminole		2	Yes	Pay Equity	Pay & Benefit Increases	0.00	\$198,699	
Seminole					REQUEST TOTAL	0.00	\$301,442	
Seminole					GRAND TOTAL			\$9,386,493
Sumter	\$1,948,715							
Sumter					REQUEST TOTAL	0.00	\$0	
Sumter					GRAND TOTAL			\$1,948,715
Suwannee	\$1,125,769							
Suwannee		1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$15,001	
Suwannee		2	Yes	Injunctions	Performance Measures	0.50	\$3,500	
Suwannee					REQUEST TOTAL	0.50	\$18,501	
Suwannee					GRAND TOTAL			\$1,144,270
Taylor	\$536,678							
Taylor		1	Yes	Traffic Division	Cost Shift from County	0.50	\$21,000	
Taylor		2	Yes	Clerk Court Percentage	Cost Shift from County	0.18	\$31,300	



Agenda Item 4b - Attachment 1

County	Base Budget	Priority	Recurring Yes / No	Issue Description	Issue Category	Requested FTE	REQUEST TOTAL	GRAND TOTAL			
Taylor					REQUEST TOTAL	0.68	\$52,300				
Taylor					GRAND TOTAL			\$588,978			
Union	\$471,033										
Union					REQUEST TOTAL	0.00	\$0				
Union					GRAND TOTAL			\$471,033			
Volusia	\$11,903,112										
Volusia		1	Yes	FRS Increase	Pay & Benefit Increases	0.00	\$135,000				
Volusia		2	Yes	Health Insurance Increase	Pay & Benefit Increases	0.00	\$64,000				
Volusia					REQUEST TOTAL	0.00	\$199,000				
Volusia					GRAND TOTAL			\$12,102,112			
Wakulla	\$677,149										
Wakulla					REQUEST TOTAL	0.00	\$0				
Wakulla					GRAND TOTAL			\$677,149			
Walton	\$1,695,872										
Walton		1	Yes	Collections	Pay & Benefit Increases	2.00	\$92,373				
Walton		2	Yes	Court Functions/Training	Pay & Benefit Increases	0.00	\$25,000				
Walton					REQUEST TOTAL	2.00	\$117,373				
Walton					GRAND TOTAL			\$1,813,245			
Washington	\$793,660										
Washington					REQUEST TOTAL	0.00	\$0				
Washington					GRAND TOTAL			\$793,660			
\$455,187,328		STATEWIDE TOTAL							43.92	\$11,087,348	\$466,274,676



CCOC

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OPERATIONS CORPORATION

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MEMO

DATE: August 19, 2020
TO: Clerks of Court
FROM: JD Peacock, Chair, Budget Committee
SUBJECT: CFY 2020-21 Budget

Budget Committee members,

You will see attached to this communication the agenda and materials for next Tuesday's budget meeting. Please review the calculation models that potentially will be used to balance our needs-based budget to the spendable revenues.

As was described during our last meeting, the agenda will be for us to discuss each clerk's additional budget requests during our morning session. Those requests were provided during our previous meeting, and there have been minor technical adjustments made and are attached. We will take up those requests either in groups of similar requests or individually. So that we may use our time more efficiently, please ponder the idea of grouping things like health care increases and similar requests together for a decision. We have approximately \$11.2 million in additional requests to consider.

Once the additional requests have been decided, we will take a break, and Jason will update our revenue balancing tools utilizing our final needs-based budget. You will see the spending reduction recommendations attached. These draft recommendations use our base budget to-date along with all additional requests added in. We know that the actual needs-based budget will be slightly lower than this based on our request decisions. The draft balancing recommendations will be adjusted based on the morning's choices.

We have worked through three recommended balancing ideas for the roughly 9% spending reduction we will need to apply. The first is an across the board component of approximately 3%. Number two is a reduction based on statewide weighed case distributions (like one of the adjustments made last year). And number three is a reduction based on peer-group benchmark budgets. Jason has provided a memo explaining the steps included in the calculations. Our goal is to apply these adjustments fairly and equitably. Additionally, the purpose of the peer group benchmark component is to work towards bringing similarly situated offices closer to the benchmark in an incremental manner, and not unduly to burden any office with a draconian adjustment. The use of, and/or allocation size of each component is up to the committee.

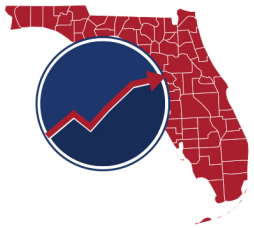
CFY 2020-21 BUDGET

The underling effort to appropriately weight cases has been done by the significant work of our PIE committee. Additionally, Clerk Cooney and his team did the work to adjust the similarly situated peer groups. The work done to get us to the point has been significant and has been reviewed by the appropriate committees and by clerks and their teams.

I request that you and your staff review the proposed balancing ideas as we prepare for next week's meeting. Please direct any clarifying questions related to the proposed components to Jason Welty directly. He will provide a Q&A email to everybody for all questions. Now is not the time to indicate your like or dislike of the proposed balancing ideas, nor is it time to give your approval/disapproval to the components. The time for that will be during the properly noticed sunshine meeting next week. Clarifying questions only please. And as always, should you have another balancing idea, please send that directly to Jason.

While it is my hope that we will be able to come to a final recommendation by the end of our time Tuesday, that will be up to the committee. I plan to use our time wisely, and we will stick to the rules of order.

Thank you all for your dedication to this important effort, JD



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BUDGET COMMITTEE CALCULATIONS EXPLANATION

DATE: August 19, 2020
TO: Clerks of Court
FROM: Jason L. Welty, Budget and Communications Director
SUBJECT: Explanation of Adjustments

Across the Board Reduction – Columns P & Q of CFY 2020-21 Budget tab

As the name suggests, this calculation is an across the board reduction of 3.19 percent of the current budget request. The statewide 3.19 percent reduction is \$14,636,726, and when applied to each county, the total reduction is slightly different due to rounding and becomes \$14,636,724.

Weighted Cases Distributions –Weighted Cases Calculation tab

Step 1: Calculate an Across the Board Reduction

On the Weighted Cases Calculation tab, Column C is the CFY 2020-21 total budget request. This analysis uses this column to calculate an across the board reduction. This reduction is 6.39 percent and totals \$29,796,312 (Column E).

Step 2: Calculate Weighted Workload Measures

The weighted workload measure is a product of the number of cases multiplied by the subcase weight. For this exercise, CCOC used the last year of audited case data (CFY 2017-18) and multiplied each subcase type by the corresponding weight. The last step is to add each subcase together to produce the weighted workload measure.

Step 3: Calculate the Percent of Total Weighted Workload Measure

This step takes each county's total weighted workload measure and divides it by the total cases. Column G is each county's percent of the statewide cases.

Step 4: Add Back a Distribution Based on the Weighted Workload Distribution

Column H distributes \$14,898,161 back to each county based on each county's percentage of the total weighted workload measure.

Step 5: Calculate the Total Weighted Workload Reduction

Column I adds Columns E and H, which produces a total reduction of \$14,898,151. Column J provides the overall percent reduction for each county.

BUDGET COMMITTEE CALCULATIONS EXPLANATION

Weighted Cases Distributions – Columns R & S of CFY 2020-21 Budget tab

Columns I and J from the Weighted Cases Calculation tab become Columns R and S in the CFY 2020-21 Budget tab.

Peer Group Cost Per Case Average – Peer Group Weighted Workload tab

Step 1: Input the CFY 2020-21 Budget Request

Each county's budget request is the starting point for calculating the cost per weighted workload measure.

Step 2: Calculate Weighted Workload Measures

The weighted workload measure is a product of the number of cases multiplied by the subcase weight.

Step 3: Calculate the Cost per Weighted Case

To produce an average cost per weighted case, divide the CFY 2020-21 Budget Request (Column C) by the CFY 2017-18 Weighted Workload Measure (Column D).

Step 4: Calculate the Variance Between County Cost per Case and PG Cost per Case

This step compares the peer group cost per case average to the individual county's cost per case average and develops a percentage that is over or under for each county. If a county's average cost per case is less than the peer group average, the percentage will be negative; if the average is greater than the peer group average, the percentage will be a positive value.

Step 5: Calculate a Reduction to Apply to the Peer Groups

This step applies a pro-rata reduction of 3.151 percent to each county's CFY 2020-21 Budget Request to meet the target reduction.

Step 6: Apply the County Variance to the Pro-Rata Reduction

This step applies each county's cost per case variance to the pro-rata reduction. If a county's cost per case is less than the peer group average, the weighted workload adjustment will be positive. If the county's cost per case is higher than the peer group average, the adjustment will be negative.

Step 7: Calculate the Total Peer Group Weighted Workload Reduction

Column I adds Columns G and H, which produces a total reduction of \$14,899,245. Column J represents the total percent reduction for each county.

Weighted Cases Distributions – Columns T & U of CFY 2020-21 Budget tab

Columns I and J from the Weighted Cases Calculation tab become Columns T and U in the CFY 2020-21 Budget tab.

						CFY2021 Revenue Limited Budget Authority								
STATEWIDE TOTALS		\$455,187,328	\$11,207,168	\$466,394,496	2.46%	-\$14,898,165	-3.19%	-\$14,898,165	-3.19%	-\$14,898,165	-3.19%	\$421,700,001		
County	Peer Group	TOTAL CFY2021 Base Budget Calculation	ADD Additional Funding Requests	CFY 2021 Total Budget Request	Budget Request Increase	DEDUCT Across the Board 3.14 percent	Reduction percentage	DEDUCT Weighted Cases Distribution	Reduction percentage	DEDUCT Peer Group Cost Per Case Average	Reduction percentage	TOTAL CFY2021 Revenue-Based Budget Calculation	Total Percent change from CFY 2020-21 Budget Request	Total Percent change from CFY 2019-20 Approved Budget
Calhoun	1	\$437,097	\$40,003	\$477,100	9.15%	(\$15,240)	-3.19%	(\$21,043)	-4.41%	(\$12,471)	-2.61%	\$428,346	-10.22%	-2.18%
Lafayette	1	\$302,280	\$0	\$302,280	0.00%	(\$9,656)	-3.19%	(\$15,182)	-5.02%	(\$11,442)	-3.79%	\$266,000	-12.00%	-12.42%
Liberty	1	\$299,037	\$25,586	\$324,623	8.56%	(\$10,370)	-3.19%	(\$15,551)	-4.79%	(\$10,503)	-3.24%	\$288,199	-11.22%	-3.49%
Union	1	\$471,033	\$0	\$471,033	0.00%	(\$15,046)	-3.19%	(\$23,001)	-4.88%	(\$16,175)	-3.43%	\$416,811	-11.51%	-12.67%
Baker	2	\$690,798	\$136,369	\$827,167	19.74%	(\$26,422)	-3.19%	(\$34,127)	-4.13%	(\$23,118)	-2.79%	\$743,500	-10.11%	7.76%
Dixie	2	\$475,872	\$308,737	\$784,609	64.88%	(\$25,063)	-3.19%	(\$39,876)	-5.08%	(\$37,983)	-4.84%	\$681,687	-13.12%	42.82%
Franklin	2	\$637,126	\$48,835	\$685,961	7.66%	(\$21,912)	-3.19%	(\$33,576)	-4.89%	(\$29,040)	-4.23%	\$601,433	-12.32%	-5.43%
Gilchrist	2	\$521,426	\$38,986	\$560,412	7.48%	(\$17,901)	-3.19%	(\$27,727)	-4.95%	(\$24,598)	-4.39%	\$490,186	-12.53%	-6.02%
Glades	2	\$522,673	\$20,751	\$543,424	3.97%	(\$17,359)	-3.19%	(\$23,573)	-4.34%	(\$16,759)	-3.08%	\$485,733	-10.62%	-7.39%
Gulf	2	\$491,582	\$0	\$491,582	0.00%	(\$15,703)	-3.19%	(\$23,485)	-4.78%	(\$19,299)	-3.93%	\$433,095	-11.90%	-11.77%
Hamilton	2	\$513,362	\$43,036	\$556,398	8.38%	(\$17,773)	-3.19%	(\$19,862)	-3.57%	(\$12,483)	-2.24%	\$506,280	-9.01%	-1.43%
Holmes	2	\$573,996	\$6,307	\$580,303	1.10%	(\$18,537)	-3.19%	(\$21,444)	-3.70%	(\$13,628)	-2.35%	\$526,694	-9.24%	-8.52%
Jefferson	2	\$507,087	\$5,058	\$512,145	1.00%	(\$16,360)	-3.19%	(\$23,257)	-4.54%	(\$17,532)	-3.42%	\$454,996	-11.16%	-10.11%
Taylor	2	\$536,678	\$52,300	\$588,978	9.75%	(\$18,814)	-3.19%	(\$21,588)	-3.67%	(\$13,677)	-2.32%	\$534,899	-9.18%	-0.59%
Washington	2	\$793,660	\$0	\$793,660	0.00%	(\$25,352)	-3.19%	(\$34,886)	-4.40%	(\$25,186)	-3.17%	\$708,236	-10.76%	-10.86%
Bradford	3	\$714,062	\$76,434	\$790,496	10.70%	(\$25,251)	-3.19%	(\$21,274)	-2.69%	(\$17,565)	-2.22%	\$726,406	-8.11%	2.21%
DeSoto	3	\$790,049	\$51,300	\$841,349	6.49%	(\$26,875)	-3.19%	(\$33,660)	-4.00%	(\$28,939)	-3.44%	\$751,875	-10.63%	-5.11%
Gadsden	3	\$1,300,318	\$0	\$1,300,318	0.00%	(\$41,536)	-3.19%	(\$51,940)	-3.99%	(\$44,609)	-3.43%	\$1,162,233	-10.62%	-10.56%
Hardee	3	\$891,286	\$0	\$891,286	0.00%	(\$28,471)	-3.19%	(\$37,411)	-4.20%	(\$33,414)	-3.75%	\$791,990	-11.14%	-11.49%
Hendry	3	\$1,247,852	\$40,870	\$1,288,722	3.28%	(\$41,166)	-3.19%	(\$55,208)	-4.28%	(\$50,302)	-3.90%	\$1,142,046	-11.38%	-8.75%
Jackson	3	\$1,076,999	\$11,440	\$1,088,439	1.06%	(\$34,768)	-3.19%	(\$33,942)	-3.12%	(\$27,335)	-2.51%	\$992,394	-8.82%	-7.96%
Levy	3	\$1,096,073	\$23,000	\$1,119,073	2.10%	(\$35,747)	-3.19%	(\$39,924)	-3.57%	(\$32,586)	-2.91%	\$1,010,816	-9.67%	-7.87%
Madison	3	\$548,606	\$86,180	\$634,786	15.71%	(\$20,277)	-3.19%	(\$21,157)	-3.33%	(\$17,067)	-2.69%	\$576,285	-9.22%	4.94%
Okeechobee	3	\$1,281,702	\$0	\$1,281,702	0.00%	(\$40,942)	-3.19%	(\$52,977)	-4.13%	(\$46,678)	-3.64%	\$1,141,105	-10.97%	-13.97%
Suwannee	3	\$1,125,769	\$18,501	\$1,144,270	1.64%	(\$36,552)	-3.19%	(\$45,514)	-3.98%	(\$38,980)	-3.41%	\$1,023,224	-10.58%	-8.97%
Wakulla	3	\$677,149	\$0	\$677,149	0.00%	(\$21,630)	-3.19%	(\$25,164)	-3.72%	(\$20,816)	-3.07%	\$609,539	-9.98%	-10.15%
Citrus	4	\$3,050,132	\$125,224	\$3,175,356	4.11%	(\$101,431)	-3.19%	(\$131,417)	-4.14%	(\$120,767)	-3.80%	\$2,821,741	-11.14%	-7.49%
Columbia	4	\$1,494,415	\$0	\$1,494,415	0.00%	(\$47,737)	-3.19%	(\$47,686)	-3.19%	(\$39,985)	-2.68%	\$1,359,007	-9.06%	-13.23%
Flagler	4	\$1,884,851	\$0	\$1,884,851	0.00%	(\$60,208)	-3.19%	(\$57,152)	-3.03%	(\$48,053)	-2.55%	\$1,719,438	-8.78%	-8.83%
Highlands	4	\$1,933,042	\$166,575	\$2,099,617	8.62%	(\$67,069)	-3.19%	(\$80,590)	-3.84%	(\$70,459)	-3.36%	\$1,881,499	-10.39%	-4.07%
Indian River	4	\$3,178,001	\$0	\$3,178,001	0.00%	(\$101,516)	-3.19%	(\$120,186)	-3.78%	(\$104,326)	-3.28%	\$2,851,973	-10.26%	-10.36%
Nassau	4	\$1,630,604	\$77,179	\$1,707,783	4.73%	(\$54,552)	-3.19%	(\$57,575)	-3.37%	(\$48,438)	-2.84%	\$1,547,218	-9.40%	-5.15%
Putnam	4	\$2,102,724	\$102,837	\$2,205,561	4.89%	(\$70,453)	-3.19%	(\$85,479)	-3.88%	(\$75,095)	-3.40%	\$1,974,534	-10.47%	-5.78%
Sumter	4	\$1,948,715	\$0	\$1,948,715	0.00%	(\$62,248)	-3.19%	(\$65,493)	-3.36%	(\$55,068)	-2.83%	\$1,765,906	-9.38%	-9.00%
Walton	4	\$1,695,872	\$117,373	\$1,813,245	6.92%	(\$57,921)	-3.19%	(\$70,923)	-3.91%	(\$62,626)	-3.45%	\$1,621,775	-10.56%	-4.09%
Alachua	5	\$6,041,506	\$127,200	\$6,168,706	2.11%	(\$197,049)	-3.19%	(\$232,550)	-3.77%	(\$209,230)	-3.39%	\$5,529,877	-10.36%	-12.08%
Charlotte	5	\$3,698,515	\$188,953	\$3,887,468	5.11%	(\$124,178)	-3.19%	(\$127,695)	-3.28%	(\$111,268)	-2.86%	\$3,524,327	-9.34%	-5.05%
Clay	5	\$3,738,882	\$140,400	\$3,879,282	3.76%	(\$123,917)	-3.19%	(\$140,578)	-3.62%	(\$124,645)	-3.21%	\$3,490,142	-10.03%	-6.61%
Hernando	5	\$3,558,984	\$472,895	\$4,031,879	13.29%	(\$128,791)	-3.19%	(\$134,517)	-3.34%	(\$117,367)	-2.91%	\$3,651,204	-9.44%	2.32%
Martin	5	\$3,732,680	\$0	\$3,732,680	0.00%	(\$119,234)	-3.19%	(\$147,438)	-3.95%	(\$135,983)	-3.64%	\$3,330,025	-10.79%	-11.11%
Monroe	5	\$3,654,667	\$625,000	\$4,279,667	17.10%	(\$136,707)	-3.19%	(\$186,316)	-4.35%	(\$186,823)	-4.37%	\$3,769,821	-11.91%	-1.19%
Okaloosa	5	\$3,770,971	\$241,654	\$4,012,625	6.41%	(\$128,176)	-3.19%	(\$119,708)	-2.98%	(\$104,682)	-2.61%	\$3,660,059	-8.79%	-3.17%
Saint Johns	5	\$3,634,092	\$0	\$3,634,092	0.00%	(\$116,085)	-3.19%	(\$119,619)	-3.29%	(\$104,252)	-2.87%	\$3,294,136	-9.35%	-9.60%
Santa Rosa	5	\$3,330,295	\$0	\$3,330,295	0.00%	(\$106,381)	-3.19%	(\$110,674)	-3.32%	(\$96,511)	-2.90%	\$3,016,729	-9.42%	-9.45%
Bay	6	\$3,821,505	\$0	\$3,821,505	0.00%	(\$122,071)	-3.19%	(\$51,379)	-1.34%	(\$69,621)	-1.82%	\$3,578,434	-6.36%	-6.46%
Brevard	6	\$11,900,129	\$0	\$11,900,129	0.00%	(\$380,129)	-3.19%	(\$414,120)	-3.48%	(\$375,997)	-3.16%	\$10,729,883	-9.83%	-9.94%

						CFY2021 Revenue Limited Budget Authority								
STATEWIDE TOTALS		\$455,187,328	\$11,207,168	\$466,394,496	2.46%	-\$14,898,165	-3.19%	-\$14,898,165	-3.19%	-\$14,898,165	-3.19%	\$421,700,001		
Collier	6	\$6,734,123	\$145,400	\$6,879,523	2.16%	(\$219,754)	-3.19%	(\$264,033)	-3.84%	(\$247,889)	-3.60%	\$6,147,847	-10.64%	-9.00%
Escambia	6	\$7,199,743	\$184,410	\$7,384,153	2.56%	(\$235,874)	-3.19%	(\$209,983)	-2.84%	(\$191,447)	-2.59%	\$6,746,849	-8.63%	-6.48%
Lake	6	\$6,389,295	\$314,264	\$6,703,559	4.92%	(\$214,134)	-3.19%	(\$245,244)	-3.66%	(\$225,701)	-3.37%	\$6,018,480	-10.22%	-5.87%
Leon	6	\$6,176,165	\$10,534	\$6,186,699	0.17%	(\$197,623)	-3.19%	(\$203,623)	-3.29%	(\$183,622)	-2.97%	\$5,601,831	-9.45%	-9.41%
Manatee	6	\$6,114,363	\$109,166	\$6,223,529	1.79%	(\$198,800)	-3.19%	(\$204,753)	-3.29%	(\$184,575)	-2.97%	\$5,635,401	-9.45%	-8.04%
Marion	6	\$6,836,861	\$343,007	\$7,179,868	5.02%	(\$229,348)	-3.19%	(\$257,568)	-3.59%	(\$235,544)	-3.28%	\$6,457,408	-10.06%	-5.62%
Osceola	6	\$7,591,647	\$571,558	\$8,163,205	7.53%	(\$260,759)	-3.19%	(\$282,147)	-3.46%	(\$255,913)	-3.13%	\$7,364,386	-9.79%	-3.12%
Pasco	6	\$11,961,364	\$1,576,957	\$13,538,321	13.18%	(\$432,458)	-3.19%	(\$552,624)	-4.08%	(\$539,398)	-3.98%	\$12,013,841	-11.26%	0.26%
Saint Lucie	6	\$7,058,273	\$178,291	\$7,236,564	2.53%	(\$231,160)	-3.19%	(\$278,176)	-3.84%	(\$261,403)	-3.61%	\$6,465,825	-10.65%	-8.86%
Sarasota	6	\$8,570,120	\$101,515	\$8,671,635	1.18%	(\$277,000)	-3.19%	(\$294,773)	-3.40%	(\$266,605)	-3.07%	\$7,833,257	-9.67%	-8.68%
Seminole	6	\$9,085,051	\$301,442	\$9,386,493	3.32%	(\$299,835)	-3.19%	(\$327,007)	-3.48%	(\$296,996)	-3.16%	\$8,462,655	-9.84%	-7.14%
Duval	7	\$19,697,051	\$331,044	\$20,028,095	1.68%	(\$639,763)	-3.19%	(\$483,552)	-2.41%	(\$561,156)	-2.80%	\$18,343,624	-8.41%	-7.98%
Lee	7	\$11,828,688	\$550,887	\$12,379,575	4.66%	(\$395,444)	-3.19%	(\$338,439)	-2.73%	(\$377,273)	-3.05%	\$11,268,419	-8.98%	-6.90%
Pinellas	7	\$23,685,559	\$0	\$23,685,559	0.00%	(\$756,594)	-3.19%	(\$850,314)	-3.59%	(\$942,397)	-3.98%	\$21,136,254	-10.76%	-11.11%
Polk	7	\$12,658,542	\$414,686	\$13,073,228	3.28%	(\$417,602)	-3.19%	(\$322,049)	-2.46%	(\$370,905)	-2.84%	\$11,962,672	-8.49%	-5.71%
Volusia	7	\$11,903,112	\$199,000	\$12,102,112	1.67%	(\$386,581)	-3.19%	(\$325,515)	-2.69%	(\$364,382)	-3.01%	\$11,025,634	-8.89%	-7.58%
Broward	8	\$39,801,023	\$715,275	\$40,516,298	1.80%	(\$1,294,223)	-3.19%	(\$1,207,796)	-2.98%	(\$1,271,919)	-3.14%	\$36,742,360	-9.31%	-10.58%
Hillsborough	8	\$30,277,675	\$850,405	\$31,128,080	2.81%	(\$994,333)	-3.19%	(\$899,626)	-2.89%	(\$952,026)	-3.06%	\$28,282,095	-9.14%	-6.88%
Miami-Dade	8	\$72,392,179	\$0	\$72,392,179	0.00%	(\$2,312,443)	-3.19%	(\$2,178,882)	-3.01%	(\$2,292,419)	-3.17%	\$65,608,435	-9.37%	-9.63%
Orange	8	\$29,549,045	\$568,475	\$30,117,520	1.92%	(\$962,052)	-3.19%	(\$867,441)	-2.88%	(\$918,369)	-3.05%	\$27,369,658	-9.12%	-7.98%
Palm Beach	8	\$31,353,295	\$321,869	\$31,675,164	1.03%	(\$1,011,808)	-3.19%	(\$1,007,162)	-3.18%	(\$1,055,925)	-3.33%	\$28,600,269	-9.71%	-9.01%
STATEWIDE TOTAL		\$455,187,328	\$11,207,168	\$466,394,496	2.46%	(\$14,898,164)	-3.19%	(\$14,898,151)	-3.19%	(\$14,899,245)	-3.19%	\$421,698,936	-9.58%	-8.03%

County	Peer Group	CFY 2021 Total Budget Request	Percent of Total Budget	DEDUCT Total Budget deduction (6.39 Percent Across the Board)	Total Weighted Workload Measure	Percent of Total Weighted Measure	Add Weighted Workload Distribution (3.2 percent Add)	Weighted Workload Reduction	Percent Reduction
Calhoun	1	\$477,100	0.10%	-\$30,480	11,504.0	0.06%	\$9,437	-\$21,043	-4.41%
Lafayette	1	\$302,280	0.06%	-\$19,312	5,034.0	0.03%	\$4,130	-\$15,182	-5.02%
Liberty	1	\$324,623	0.07%	-\$20,739	6,324.0	0.03%	\$5,188	-\$15,551	-4.79%
Union	1	\$471,033	0.10%	-\$30,093	8,645.5	0.05%	\$7,092	-\$23,001	-4.88%
Baker	2	\$827,167	0.18%	-\$52,845	22,817.0	0.13%	\$18,718	-\$34,127	-4.13%
Dixie	2	\$784,609	0.17%	-\$50,126	12,495.5	0.07%	\$10,250	-\$39,876	-5.08%
Franklin	2	\$685,961	0.15%	-\$43,824	12,493.0	0.07%	\$10,248	-\$33,576	-4.89%
Gilchrist	2	\$560,412	0.12%	-\$35,803	9,844.5	0.05%	\$8,076	-\$27,727	-4.95%
Glades	2	\$543,424	0.12%	-\$34,717	13,584.5	0.07%	\$11,144	-\$23,573	-4.34%
Gulf	2	\$491,582	0.11%	-\$31,405	9,654.5	0.05%	\$7,920	-\$23,485	-4.78%
Hamilton	2	\$556,398	0.12%	-\$35,546	19,119.0	0.11%	\$15,684	-\$19,862	-3.57%
Holmes	2	\$580,303	0.12%	-\$37,074	19,053.5	0.10%	\$15,630	-\$21,444	-3.70%
Jefferson	2	\$512,145	0.11%	-\$32,719	11,534.5	0.06%	\$9,462	-\$23,257	-4.54%
Taylor	2	\$588,978	0.13%	-\$37,628	19,552.5	0.11%	\$16,040	-\$21,588	-3.67%
Washington	2	\$793,660	0.17%	-\$50,704	19,283.0	0.11%	\$15,818	-\$34,886	-4.40%
Bradford	3	\$790,496	0.17%	-\$50,502	35,629.0	0.20%	\$29,228	-\$21,274	-2.69%
DeSoto	3	\$841,349	0.18%	-\$53,751	24,491.0	0.13%	\$20,091	-\$33,660	-4.00%
Gadsden	3	\$1,300,318	0.28%	-\$83,073	37,952.0	0.21%	\$31,133	-\$51,940	-3.99%
Hardee	3	\$891,286	0.19%	-\$56,941	23,807.5	0.13%	\$19,530	-\$37,411	-4.20%
Hendry	3	\$1,288,722	0.28%	-\$82,332	33,064.5	0.18%	\$27,124	-\$55,208	-4.28%
Jackson	3	\$1,088,439	0.23%	-\$69,537	43,391.0	0.24%	\$35,595	-\$33,942	-3.12%
Levy	3	\$1,119,073	0.24%	-\$71,494	38,484.5	0.21%	\$31,570	-\$39,924	-3.57%
Madison	3	\$634,786	0.14%	-\$40,554	23,645.0	0.13%	\$19,397	-\$21,157	-3.33%
Okeechobee	3	\$1,281,702	0.28%	-\$81,883	35,237.0	0.19%	\$28,906	-\$52,977	-4.13%
Suwannee	3	\$1,144,270	0.25%	-\$73,103	33,632.0	0.19%	\$27,589	-\$45,514	-3.98%
Wakulla	3	\$677,149	0.15%	-\$43,261	22,060.5	0.12%	\$18,097	-\$25,164	-3.72%
Citrus	4	\$3,175,356	0.68%	-\$202,862	87,092.5	0.48%	\$71,445	-\$131,417	-4.14%
Columbia	4	\$1,494,415	0.32%	-\$95,473	58,253.5	0.32%	\$47,787	-\$47,686	-3.19%
Flagler	4	\$1,884,851	0.40%	-\$120,417	77,121.0	0.42%	\$63,265	-\$57,152	-3.03%

County	Peer Group	CFY 2021 Total Budget Request	Percent of Total Budget	DEDUCT Total Budget deduction (6.39 Percent Across the Board)	Total Weighted Workload Measure	Percent of Total Weighted Measure	Add Weighted Workload Distribution (3.2 percent Add)	Weighted Workload Reduction	Percent Reduction
Highlands	4	\$2,099,617	0.45%	-\$134,137	65,275.0	0.36%	\$53,547	-\$80,590	-3.84%
Indian River	4	\$3,178,001	0.68%	-\$203,031	100,990.0	0.56%	\$82,845	-\$120,186	-3.78%
Nassau	4	\$1,707,783	0.37%	-\$109,104	62,815.0	0.35%	\$51,529	-\$57,575	-3.37%
Putnam	4	\$2,205,561	0.47%	-\$140,906	67,566.0	0.37%	\$55,427	-\$85,479	-3.88%
Sumter	4	\$1,948,715	0.42%	-\$124,497	71,926.5	0.40%	\$59,004	-\$65,493	-3.36%
Walton	4	\$1,813,245	0.39%	-\$115,842	54,757.5	0.30%	\$44,919	-\$70,923	-3.91%
Alachua	5	\$6,168,706	1.32%	-\$394,097	196,928.5	1.08%	\$161,547	-\$232,550	-3.77%
Charlotte	5	\$3,887,468	0.83%	-\$248,357	147,088.5	0.81%	\$120,662	-\$127,695	-3.28%
Clay	5	\$3,879,282	0.83%	-\$247,834	130,747.0	0.72%	\$107,256	-\$140,578	-3.62%
Hernando	5	\$4,031,879	0.87%	-\$257,583	150,019.5	0.83%	\$123,066	-\$134,517	-3.34%
Martin	5	\$3,732,680	0.80%	-\$238,468	110,967.5	0.61%	\$91,030	-\$147,438	-3.95%
Monroe	5	\$4,279,667	0.92%	-\$273,413	106,173.0	0.58%	\$87,097	-\$186,316	-4.35%
Okaloosa	5	\$4,012,625	0.86%	-\$256,353	166,573.0	0.92%	\$136,645	-\$119,708	-2.98%
Saint Johns	5	\$3,634,092	0.78%	-\$232,169	137,200.0	0.76%	\$112,550	-\$119,619	-3.29%
Santa Rosa	5	\$3,330,295	0.72%	-\$212,761	124,446.0	0.69%	\$102,087	-\$110,674	-3.32%
Bay	6	\$3,821,505	0.82%	-\$244,143	234,983.0	1.29%	\$192,764	-\$51,379	-1.34%
Brevard	6	\$11,900,129	2.56%	-\$760,257	421,947.0	2.32%	\$346,137	-\$414,120	-3.48%
Collier	6	\$6,879,523	1.48%	-\$439,509	213,907.5	1.18%	\$175,476	-\$264,033	-3.84%
Escambia	6	\$7,384,153	1.59%	-\$471,748	319,096.0	1.76%	\$261,765	-\$209,983	-2.84%
Lake	6	\$6,703,559	1.44%	-\$428,267	223,107.5	1.23%	\$183,023	-\$245,244	-3.66%
Leon	6	\$6,186,699	1.33%	-\$395,246	233,591.5	1.29%	\$191,623	-\$203,623	-3.29%
Manatee	6	\$6,223,529	1.34%	-\$397,599	235,082.0	1.29%	\$192,846	-\$204,753	-3.29%
Marion	6	\$7,179,868	1.54%	-\$458,697	245,179.5	1.35%	\$201,129	-\$257,568	-3.59%
Osceola	6	\$8,163,205	1.75%	-\$521,519	291,798.5	1.61%	\$239,372	-\$282,147	-3.46%
Pasco	6	\$13,538,321	2.91%	-\$864,916	380,689.0	2.10%	\$312,292	-\$552,624	-4.08%
Saint Lucie	6	\$7,236,564	1.55%	-\$462,319	224,473.0	1.24%	\$184,143	-\$278,176	-3.84%
Sarasota	6	\$8,671,635	1.86%	-\$554,000	316,002.5	1.74%	\$259,227	-\$294,773	-3.40%
Seminole	6	\$9,386,493	2.02%	-\$599,670	332,381.0	1.83%	\$272,663	-\$327,007	-3.48%
Duval	7	\$20,028,095	4.30%	-\$1,279,525	970,304.5	5.34%	\$795,973	-\$483,552	-2.41%

County	Peer Group	CFY 2021 Total Budget Request	Percent of Total Budget	DEDUCT Total Budget deduction (6.39 Percent Across the Board)	Total Weighted Workload Measure	Percent of Total Weighted Measure	Add Weighted Workload Distribution (3.2 percent Add)	Weighted Workload Reduction	Percent Reduction
Lee	7	\$12,379,575	2.66%	-\$790,888	551,542.5	3.04%	\$452,449	-\$338,439	-2.73%
Pinellas	7	\$23,685,559	5.09%	-\$1,513,187	808,053.5	4.45%	\$662,873	-\$850,314	-3.59%
Polk	7	\$13,073,228	2.81%	-\$835,203	625,543.0	3.44%	\$513,154	-\$322,049	-2.46%
Volusia	7	\$12,102,112	2.60%	-\$773,161	545,688.0	3.00%	\$447,646	-\$325,515	-2.69%
Broward	8	\$40,516,298	8.70%	-\$2,588,444	1,683,032.0	9.27%	\$1,380,648	-\$1,207,796	-2.98%
Hillsborough	8	\$31,128,080	6.69%	-\$1,988,664	1,327,555.0	7.31%	\$1,089,038	-\$899,626	-2.89%
Miami-Dade	8	\$72,392,179	15.55%	-\$4,624,882	2,981,713.5	16.42%	\$2,446,000	-\$2,178,882	-3.01%
Orange	8	\$30,117,520	6.47%	-\$1,924,103	1,288,088.5	7.09%	\$1,056,662	-\$867,441	-2.88%
Palm Beach	8	\$31,675,164	6.80%	-\$2,023,615	1,239,073.0	6.82%	\$1,016,453	-\$1,007,162	-3.18%
		\$466,394,496	100%	-\$29,796,312	18,161,104.5		\$14,898,161	-\$14,898,151	-3.19%

County	Peer Groups	CFY 2020-21 Budget Request	CFY 2017-18 Weighted Workload Measure	Cost Per Weighted Case	Percent Above or Below PG Average	Pro-Rata Reduction Share (3.151% Factor)	Weighted Workload Adjustment	Weighted Workload Reduction Share	Percent of WW Reduction
Calhoun	1	\$477,100	11,504	\$41.47	-17.04%	(\$15,033)	\$2,562	-\$12,471	-2.61%
Lafayette	1	\$302,280	5,034	\$60.05	20.13%	(\$9,525)	(\$1,917)	-\$11,442	-3.79%
Liberty	1	\$324,623	6,324	\$51.33	2.68%	(\$10,229)	(\$274)	-\$10,503	-3.24%
Union	1	\$471,033	8,646	\$54.48	8.98%	(\$14,842)	(\$1,333)	-\$16,175	-3.43%
	1 Total	\$1,575,036	31,508	\$49.99				-\$50,591	-3.21%
Baker	2	\$827,167	22,817	\$36.25	-11.30%	(\$26,064)	\$2,946	-\$23,118	-2.80%
Dixie	2	\$784,609	12,496	\$62.79	53.63%	(\$24,723)	(\$13,260)	-\$37,983	-4.84%
Franklin	2	\$685,961	12,493	\$54.91	34.35%	(\$21,615)	(\$7,425)	-\$29,040	-4.23%
Gilchrist	2	\$560,412	9,845	\$56.93	39.30%	(\$17,659)	(\$6,939)	-\$24,598	-4.39%
Glades	2	\$543,424	13,585	\$40.00	-2.13%	(\$17,123)	\$364	-\$16,759	-3.08%
Gulf	2	\$491,582	9,655	\$50.92	24.59%	(\$15,490)	(\$3,809)	-\$19,299	-3.93%
Hamilton	2	\$556,398	19,119	\$29.10	-28.80%	(\$17,532)	\$5,049	-\$12,483	-2.24%
Holmes	2	\$580,303	19,054	\$30.46	-25.47%	(\$18,285)	\$4,657	-\$13,628	-2.35%
Jefferson	2	\$512,145	11,535	\$44.40	8.64%	(\$16,138)	(\$1,394)	-\$17,532	-3.42%
Taylor	2	\$588,978	19,553	\$30.12	-26.30%	(\$18,559)	\$4,882	-\$13,677	-2.32%
Washington	2	\$793,660	19,283	\$41.16	0.71%	(\$25,008)	(\$178)	-\$25,186	-3.17%
	2 Total	\$6,924,639	169,432	\$40.87				-\$233,303	-3.37%
Bradford	3	\$790,496	35,629	\$22.19	-29.48%	(\$24,909)	\$7,344	-\$17,565	-2.22%
DeSoto	3	\$841,349	24,491	\$34.35	9.16%	(\$26,511)	(\$2,428)	-\$28,939	-3.44%
Gadsden	3	\$1,300,318	37,952	\$34.26	8.87%	(\$40,973)	(\$3,636)	-\$44,609	-3.43%
Hardee	3	\$891,286	23,808	\$37.44	18.98%	(\$28,084)	(\$5,330)	-\$33,414	-3.75%
Hendry	3	\$1,288,722	33,065	\$38.98	23.87%	(\$40,608)	(\$9,694)	-\$50,302	-3.90%
Jackson	3	\$1,088,439	43,391	\$25.08	-20.30%	(\$34,297)	\$6,962	-\$27,335	-2.51%
Levy	3	\$1,119,073	38,485	\$29.08	-7.59%	(\$35,262)	\$2,676	-\$32,586	-2.91%
Madison	3	\$634,786	23,645	\$26.85	-14.67%	(\$20,002)	\$2,935	-\$17,067	-2.69%
Okeechobee	3	\$1,281,702	35,237	\$36.37	15.58%	(\$40,386)	(\$6,292)	-\$46,678	-3.64%
Suwannee	3	\$1,144,270	33,632	\$34.02	8.11%	(\$36,056)	(\$2,924)	-\$38,980	-3.41%
Wakulla	3	\$677,149	22,061	\$30.70	-2.44%	(\$21,337)	\$521	-\$20,816	-3.07%
	3 Total	\$11,057,590	351,394	\$31.47				-\$358,291	-3.24%

County	Peer Groups	CFY 2020-21 Budget Request	CFY 2017-18 Weighted Workload Measure	Cost Per Weighted Case	Percent Above or Below PG Average	Pro-Rata Reduction Share (3.151% Factor)	Weighted Workload Adjustment	Weighted Workload Reduction Share	Percent of WW Reduction
Citrus	4	\$3,175,356	87,093	\$36.46	20.70%	(\$100,055)	(\$20,712)	-\$120,767	-3.80%
Columbia	4	\$1,494,415	58,254	\$25.65	-15.09%	(\$47,089)	\$7,104	-\$39,985	-2.68%
Flagler	4	\$1,884,851	77,121	\$24.44	-19.09%	(\$59,392)	\$11,339	-\$48,053	-2.55%
Highlands	4	\$2,099,617	65,275	\$32.17	6.50%	(\$66,159)	(\$4,300)	-\$70,459	-3.36%
Indian River	4	\$3,178,001	100,990	\$31.47	4.18%	(\$100,139)	(\$4,187)	-\$104,326	-3.28%
Nassau	4	\$1,707,783	62,815	\$27.19	-9.99%	(\$53,812)	\$5,374	-\$48,438	-2.84%
Putnam	4	\$2,205,561	67,566	\$32.64	8.05%	(\$69,497)	(\$5,598)	-\$75,095	-3.41%
Sumter	4	\$1,948,715	71,927	\$27.09	-10.32%	(\$61,404)	\$6,336	-\$55,068	-2.83%
Walton	4	\$1,813,245	54,758	\$33.11	9.61%	(\$57,135)	(\$5,491)	-\$62,626	-3.45%
	4 Total	\$19,507,544	645,797	\$30.21				-\$624,817	-3.20%
Alachua	5	\$6,168,706	196,929	\$31.32	7.64%	(\$194,376)	(\$14,854)	-\$209,230	-3.39%
Charlotte	5	\$3,887,468	147,089	\$26.43	-9.16%	(\$122,494)	\$11,226	-\$111,268	-2.86%
Clay	5	\$3,879,282	130,747	\$29.67	1.97%	(\$122,236)	(\$2,409)	-\$124,645	-3.21%
Hernando	5	\$4,031,879	150,020	\$26.88	-7.62%	(\$127,045)	\$9,678	-\$117,367	-2.91%
Martin	5	\$3,732,680	110,968	\$33.64	15.62%	(\$117,617)	(\$18,366)	-\$135,983	-3.64%
Monroe	5	\$4,279,667	106,173	\$40.31	38.54%	(\$134,852)	(\$51,971)	-\$186,823	-4.37%
Okaloosa	5	\$4,012,625	166,573	\$24.09	-17.21%	(\$126,438)	\$21,756	-\$104,682	-2.61%
Saint Johns	5	\$3,634,092	137,200	\$26.49	-8.96%	(\$114,510)	\$10,258	-\$104,252	-2.87%
Santa Rosa	5	\$3,330,295	124,446	\$26.76	-8.03%	(\$104,938)	\$8,427	-\$96,511	-2.90%
	5 Total	\$36,956,694	1,270,143	\$29.10				-\$1,190,761	-3.22%

County	Peer Groups	CFY 2020-21 Budget Request	CFY 2017-18 Weighted Workload Measure	Cost Per Weighted Case	Percent Above or Below PG Average	Pro-Rata Reduction Share (3.151% Factor)	Weighted Workload Adjustment	Weighted Workload Reduction Share	Percent of WW Reduction
Bay	6	\$3,821,505	234,983	\$16.26	-42.18%	(\$120,416)	\$50,795	-\$69,621	-1.82%
Brevard	6	\$11,900,129	421,947	\$28.20	0.27%	(\$374,973)	(\$1,024)	-\$375,997	-3.16%
Collier	6	\$6,879,523	213,908	\$32.16	14.35%	(\$216,774)	(\$31,115)	-\$247,889	-3.60%
Escambia	6	\$7,384,153	319,096	\$23.14	-17.72%	(\$232,675)	\$41,228	-\$191,447	-2.59%
Lake	6	\$6,703,559	223,108	\$30.05	6.85%	(\$211,229)	(\$14,472)	-\$225,701	-3.37%
Leon	6	\$6,186,699	233,592	\$26.49	-5.81%	(\$194,943)	\$11,321	-\$183,622	-2.97%
Manatee	6	\$6,223,529	235,082	\$26.47	-5.88%	(\$196,103)	\$11,528	-\$184,575	-2.97%
Marion	6	\$7,179,868	245,180	\$29.28	4.11%	(\$226,238)	(\$9,306)	-\$235,544	-3.28%
Osceola	6	\$8,163,205	291,799	\$27.98	-0.51%	(\$257,223)	\$1,310	-\$255,913	-3.14%
Pasco	6	\$13,538,321	380,689	\$35.56	26.44%	(\$426,592)	(\$112,806)	-\$539,398	-3.98%
Saint Lucie	6	\$7,236,564	224,473	\$32.24	14.64%	(\$228,024)	(\$33,379)	-\$261,403	-3.61%
Sarasota	6	\$8,671,635	316,003	\$27.44	-2.43%	(\$273,243)	\$6,638	-\$266,605	-3.07%
Seminole	6	\$9,386,493	332,381	\$28.24	0.42%	(\$295,768)	(\$1,228)	-\$296,996	-3.16%
	6 Total	\$103,275,183	3,672,238	\$28.12				-\$3,334,711	-3.23%
Duval	7	\$20,028,095	970,305	\$20.64	-11.08%	(\$631,085)	\$69,929	-\$561,156	-2.80%
Lee	7	\$12,379,575	551,543	\$22.45	-3.28%	(\$390,080)	\$12,807	-\$377,273	-3.05%
Pinellas	7	\$23,685,559	808,054	\$29.31	26.27%	(\$746,332)	(\$196,065)	-\$942,397	-3.98%
Polk	7	\$13,073,228	625,543	\$20.90	-9.96%	(\$411,937)	\$41,032	-\$370,905	-2.84%
Volusia	7	\$12,102,112	545,688	\$22.18	-4.45%	(\$381,338)	\$16,956	-\$364,382	-3.01%
	7 Total	\$81,268,569	3,501,132	\$23.21				-\$2,616,113	-3.22%
Broward	8	\$40,516,298	1,683,032	\$24.07	-0.37%	(\$1,276,669)	\$4,750	-\$1,271,919	-3.14%
Hillsborough	8	\$31,128,080	1,327,555	\$23.45	-2.94%	(\$980,846)	\$28,820	-\$952,026	-3.06%
Miami-Dade	8	\$72,392,179	2,981,714	\$24.28	0.50%	(\$2,281,078)	(\$11,341)	-\$2,292,419	-3.17%
Orange	8	\$30,117,520	1,288,089	\$23.38	-3.23%	(\$949,003)	\$30,634	-\$918,369	-3.05%
Palm Beach	8	\$31,675,164	1,239,073	\$25.56	5.80%	(\$998,084)	(\$57,841)	-\$1,055,925	-3.33%
	8 Total	\$205,829,241	8,519,462	\$24.16				-\$6,490,658	-3.00%

Grand Total	\$466,394,496	18,161,105	\$25.68		\$	(14,696,091)	\$	(203,154)	-\$14,899,245	-3.20%
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Reduction Target	(\$14,898,165)
Over Target	\$1,080