



BUDGET COMMITTEE MEETING

April 21, 2022

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

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13TH JUDICIAL CIRCUIT JUDGE
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KEN BURKE, CPA
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EXECUTIVE DIRECTOR

FIRM OF BOYD AND DURANT
GENERAL COUNSEL

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

BUDGET COMMITTEE MEETING

April 21, 2022

Meeting: 1:00 – 5:00 PM, Eastern

Location: Alachua County Criminal Courthouse, Jury Assembly Room
220 South Main Street, Gainesville, Florida, 32601

WebEx Link: <https://flclerks.webex.com/flclerks/j.php?MTID=mfd7dbdf4d87a5165370eaddee09c34722>

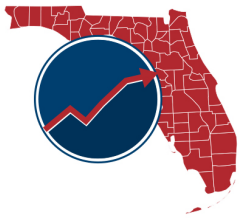
Meeting Code: 2308 519 1224; **Password:** CCOC

Conference Call: 1-866-469-3239; **Access Code:** 2308 519 1224

- 1) Call to Order and IntroductionHon. Tiffany Moore Russell
- 2) Approve AgendaHon. Tiffany Moore Russell
- 3) Approve Minutes from 2/9/22Griffin Kolchakian
- 4) Legislative UpdateHon. Carolyn Timmann
- 5) Indigency UpdateGriffin Kolchakian
- 6) Revenue and Expenditures UpdateGriffin Kolchakian
- 7) Establish CFY 2022-23 Base BudgetHon. Tiffany Moore Russell
- 8) Revenue-Limited Budget Methodology DiscussionHon. Tiffany Moore Russell
- 9) Workgroups UpdateHon. Tiffany Moore Russell
- Other BusinessHon. Tiffany Moore Russell
 - a) Public Comment
 - b) Next Meeting – Potential WebEx in May
 - c) CFY 2021-22 Operational Budgets Update

Committee Members: Tiffany Moore Russell, Esq., Chair; Jeffrey Smith, CPA, Vice-Chair; Joseph Abruzzo; Nikki Alvarez-Sowles, Esq.; Tom Bexley; Ken Burke, CPA; Stacy Butterfield, CPA; Pam Childers, CPA; Gary Cooney, Esq.; John Crawford; Nadia K. Daughtrey; Brenda Forman; Greg Godwin; Tara S. Green; Carla Hand, CPA, CGFO; Bill Kinsaul; Grant Maloy; Brandon J. Patty; Clayton O. Rooks, III; Donald C. Spencer; Cindy Stuart; Carolyn Timmann; and Angela Vick

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



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Minutes of February 9, 2022, Budget Committee Meeting

Committee Action: Review and approve the minutes with amendments, as necessary.

The Budget Committee of the Clerks of Court Operations Corporation (CCOC) held a meeting via WebEx on February 9, 2022. 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 action items based on committee direction are in **red** and **bold** text.

Agenda Item 1 – Call to Order and Introduction

Clerk Tiffany Moore Russell, Chair of the Budget Committee, called the meeting to order at 10:00 AM. The meeting was turned over to Griffin Kolchakian, CCOC Budget and Communications Director, to conduct roll call.

Present via WebEx: Clerk Tiffany Moore Russell, Clerk Jeffrey Smith, Clerk Joseph Abruzzo, Clerk Nikki Alvarez-Sowles, Clerk Tom Bexley, Clerk Ken Burke, Clerk Stacy Butterfield, Clerk Pam Childers, Clerk Gary Cooney, Clerk John Crawford, Clerk Nadia K. Daughtrey, Clerk Brenda Forman, Clerk Tara S. Green, Clerk Bill Kinsaul, Clerk Grant Maloy, Clerk Brandon Patty, Clerk Clayton Rooks, III, Clerk Donald Spencer, Clerk Cindy Stuart, Clerk Carolyn Timmann, Clerk Angela Vick.

Absent from meeting: Clerk Greg Godwin, Clerk Carla Hand.

Agenda Item 2 – Approve Agenda

A motion was made to approve the agenda by Clerk Maloy and seconded by Clerk Childers; the motion was adopted without objection.

Agenda Item 3 – Approve Minutes from 1/20/22 Meeting

Mr. Kolchakian presented the minutes of the January 20, 2022, Budget Committee meeting to committee members. Clerk Alvarez-Sowles stated that she wanted to correct her verbiage in the minutes under agenda item #6. Clerk Alvarez-Sowles wants the minutes to accurately reflect her comments regarding capturing all revenue

sources and to specify that CCOC staff were instructed to follow-up with her. Chair Russell asked Mr. Kolchakian and Mr. Ali to correct the meeting minutes as specified.

A motion was made to approve the minutes with corrections by Clerk Butterfield and seconded by Clerk Maloy; the motion was adopted without objection.

Chair Russell announced that April 21 will be an in-person committee meeting and asked committee members to respond to the email sent out by CCOC staff to confirm whether that time works with their schedules. It is important to determine if a quorum will be present so that we can move forward with securing the venue. Chair Russell thanked Clerk Irby for hosting the upcoming committee meeting. Clerk Spencer asked if attending via WebEx would be counted as present if unable to attend the meeting in person. Chair Russell confirmed.

Agenda Item 4 – Florida Sunshine Law Overview

Chair Russell addressed the Florida Sunshine Law and provided a brief overview reminder to all committee members and guests that the Florida Sunshine Law is recognized and followed by the committee. The law requires all committee meetings and council meetings to be properly noticed and posted, including meetings or discussions that occur outside of committee meetings but between committee members.

Agenda Item 5 – Legislative Update

Chair Russell turned the meeting over to Clerk Timmann to provide the legislative update. Clerk Timmann reported that, in the current Legislative Session, the CCOC continues to advocate for the essential resources necessary for clerks to serve the public and the Judiciary effectively. Clerk Timmann updated the committee on three budget-related issues approved by the CCOC Legislative Committee and the Executive Council, including Pandemic Recovery Plan (PRP) year two, reimbursement for injunctions for protection, and carryforward dollars of unspent jury management funds from the current fiscal year.

The clerks requested \$6.25 million of non-recurring General Revenue for year two of PRP funding. The Senate picked up this request in budget conference, but the House has yet to include any funding.

For injunctions for protection, neither the House nor the Senate picked up this reimbursement request. Clerk Timmann stated that the Legislative Committee will continue to advocate for this issue. Clerk Timmann noted that there is still some confusion regarding the \$40; the Sheriff's Office is entitled to \$20 for each petition of injunction that they serve. The \$20 will come out of the \$40 if the Sheriff's Department chooses to request it. So, even if this issue is funded, the full \$40 will not necessarily be the amount the clerks end up with. Clerk Maloy raised a concern regarding the injunction forms. Previously, these forms were handwritten and hand-signed. Now that

this process is electronic, it is taking more time for staff to assist people, especially if they are not tech savvy. Clerk Green stated that this reimbursement has been at \$40 for a long time and asked if that is the appropriate amount.

Last year, the Legislature provided clerks with the re-appropriation of unspent jury management funds from the prior year totaling \$2.4 million in non-recurring General Revenue to be used during SFY 2021-22. The clerks are requesting the re-appropriation of these funds again to ensure that the clerks can support the courts to keep the wheels of justice turning. The Senate funded this request, but the House has not yet funded this issue.

Clerk Timmann reported on some additional items, including this year's FRS increase. She stated that the increase in the employer contribution should have a fiscal impact to the clerks of less than \$2 million; however, this number is very preliminary. These increases are less than the last few years.

Clerk Timmann stated that the Legislative Committee continues to monitor bills that have a fiscal impact on clerks and that they work with the FCCC Legislative Team to update fiscal analyses as needed. Clerk Maloy asked a question regarding the effects of inflation and if there is any feedback from law makers on what we can do to address this. Clerk Timmann acknowledged that the discussion of increased costs is something that continues, including the increased costs of things like technology and maintenance fees. Clerk Green also acknowledged that technology cost continues to increase. She referenced a cyber security bill that is currently filed that could potentially have a fiscal impact on the clerks. It may not include clerks specifically, but she believes clerks will experience increased security costs to meet requirements in the legislation. Clerk Green also recommended clerks consider a tiered fee approach with an initial filing fee but includes additional fees that can be added to pay for the additional time it resides in the court system.

Agenda Item 6 – Approve Updated Funding Issues Request Forms

Chair Russell recognized Mr. Kolchakian to explain the updated budget request forms. He stated that, during the annual budget process, each clerk submits a detailed funding request to the CCOC for any items they would like over the current operating budget amount. There are three forms used for this purpose, including the Budget Issue Request Spreadsheet, the Revenue Projection Form, and the signed Clerk Certification Letter. All of these forms are included in the meeting packet. The Budget Issue Request Spreadsheet is very similar to the form used last year. There are just a few slight changes made, including streamlining some of the issue categories for clarification. For example, the three preset issues from last year were removed which were FRS increases, health insurance increases, and the costs associated with new judges. If a county would like to request funding for one of these issues, they still can via any tab on the spreadsheet. The Revenue Projection Form is the same form as last year; however, CCOC staff is looking to potentially streamline this form. The certification letter is also the same as last year. Mr. Kolchakian stated that the forms

are due on June 1, 2022. Clerk Green asked a question regarding the certification letter and if there is an audit or verification process for this form. Mr. Kolchakian stated that the letter is certifying that this is the full request and that you have gone through a detailed review of what is needed and that everything is in line with the statutory requirements. Clerk Green asked if there is a process to verify that it is accurate. Mr. Dew stated that DFS does their own review.

Clerk Alvarez-Sowles stated that, during the last meeting, the committee discussed the certification letter and that it certifies compliance with s. 28.35, F.S., which states that you can only use the court revenue for these specific court-related items, but it does not cover the field we have on our budget documents that identifies other revenues used to cover these court expenses. Clerk Alvarez-Sowles wants to ensure that we accurately identify all revenues used to pay for court-related expenditures. Clerk Peacock stated that he has been trying to identify these expenditures and what sources counties are using to subsidize these costs; however, in the past, the committee has not wanted to dig into this. Clerk Peacock stated that he would support efforts to continue to expand what is reported, especially since some counties are potentially supporting court operations with non-court dollars. He recommended that the committee do an in-depth comparison by peer groups to identify these alternative funding sources. Clerk Burke stated that this is a bigger issue than we think because it is not only how a county is subsidizing a clerk's office, but how they are not billing for certain things. For example, he said years ago we looked at how clerks handle workers comp. He said it turns out that just a few clerks were paying their workers comp premium while other counties were just not billing for that. The county was taking care of it and not cost allocating it to the clerks. Clerk Burke noted that this makes a big difference if one county is paying \$100,000 and another county is paying \$0. Clerk Butterfield stated that this comparison identifies a clerk who is getting subsidized from a county while another clerk is not, and this shows up as a higher cost for total expenditures and weighted cases. She also mentioned domestic violence and if counties have 24-hour/7-days-a-week operations which could potentially lead to higher costs than a county that does not.

Chair Russell stated that there seems to be a lot of debate around the certification letters. Based on this, she asked CCOC staff to explore a potential workgroup to review this process for accuracy and to bring back to this committee for discussion.

A motion was made to approve the budget forms by Clerk Butterfield and seconded by Clerk Maloy; the motion was adopted with objection.

Clerk Alvarez-Sowles voted against this motion based on her concerns with the certification letter. Clerk Butterfield commented that she agrees with Clerk Alvarez-Sowles that we have to capture that information, but she does not think that we have to amend this letter. Instead, she proposes we tackle this with other concepts that were discussed.

Agenda Item 7 - Establish Reserve Fund Calculation for CFY 2022-23

Mr. Kolchakian presented the proposed Reserve Fund Calculation for CFY 2022-23. He began by stating that, last year, the Legislature established the clerks' reserve fund via Senate Bill 838. Last summer, the Reserve Policy Workgroup, led by Vice Chair Smith, drafted the Reserve Fund Policy which was adopted by the Budget Committee. Last year, the committee decided to fund the reserve fund at the statutory minimum of 10% of the cumulative excess for the CFY 2021-22 clerks' budget. For the upcoming CFY 2022-23 budget, the Chair proposes to continue utilizing the 10% statutory minimum to go into the reserve fund. Chair Russell confirmed that she is proposing to continue with the established 10% amount.

A motion was made to continue the 10% of cumulative excess to go into the reserve fund by Clerk Daughtrey and seconded by Clerk Stuart; the motion was adopted without objection.

Agenda Item 8 - Revenue and Expenditures Update

Mr. Kolchakian provided an update on the revenues and expenditures to date. The summary presented is included in the meeting packet and is updated through December 2021. For revenue, there are four months of actuals through December. The Revenue Estimating Conference (REC) year-to-date estimate was \$134.6 million, and we actually collected \$138.9 million. So, for the first four months of the fiscal year, we collected \$4.3 million more than the REC estimate. In December, we collected \$33.5 million which was \$1.7 million over the monthly REC projection. To date, the September, October, and December actuals have come in above the monthly REC estimates. For expenditures, there are three months of actual expenditures data through December. The year-to-date total expenditures were projected at \$111.2 million, and we have actually expended \$100.5 million, which is \$10.7 million below. The next page in the meeting packet is Mike's updated revenue analysis detailing the available funding for this fiscal year, next fiscal year, and the outyears as well as the components that go into these totals. There were no questions or comments.

Agenda Item 9 - CFY 2020-21 Finalized Settle-Up Update

Mr. Kolchakian provided an update on the finalized CFY 2020-21 settle-up numbers, which is included in the meeting packet. Mr. Kolchakian thanked all 67 Clerks and their staff for getting the settle-up numbers submitted by the statutory deadline. All 49 counties that owed funds to the trust fund have submitted settle-up funds. For counties that are owed funds from the trust fund, funds will be received once the budget amendment is processed by DOR which typically occurs in late February or March. Mr. Kolchakian provided a detailed overview of the settle-up summary spreadsheet and the data that each column reflects. At the bottom of the second page, there is a summary total that reflects that there are 17 counties that owe funds to the trust fund totaling \$4.4 million and 49 counties that are owed funds totaling \$18.7 million.

Clerk Green asked if there was a comparison by county on enhanced collection activities to enhance revenue. Mr. Kolchakian stated that Clerk Maloy is chairing the newly established Compliance Workgroup which is currently reviewing this issue. Chair Russell stated that Clerk Maloy can provide an update later in the meeting since it is on the agenda under Other Business.

Agenda Item 10 - Additional Cumulative Excess Budget Discussion

Chair Russell presented the available additional cumulative excess budget from CFY 2020-21. She stated that, as a component to build the current year budget, the committee used a projected cumulative excess estimate established by the REC (since the previous fiscal year was still ongoing). However, at the conclusion of the fiscal year, clerks collected \$1.1 million more than the REC estimate. After 10% of this goes to the reserve fund, this amount is just over \$1 million of additional cumulative excess funds available for the committee to allocate. The committee needs to determine how to utilize these funds. Chair Russell proposes to roll this excess into next fiscal year's budget development total, following the same policy that we did last year. Clerk Alvarez-Sowles asked for clarification on the application of the 10% to reserve. Mr. Kolchakian stated that the 10% applies to the total clerks' share of the cumulative excess (50%) and that this had already been applied to \$11.1 million that the current year budget was built on.

A motion was made to utilize the excess funds to build the CFY 2022-23 budget by Clerk Butterfield and second by Clerk Kinsaul; the motion was adopted without objection.

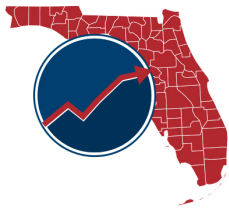
Agenda Item 11 - Other Business

Chair Russell asked Clerk Maloy to give the committee an update on the Compliance Workgroup. Clerk Maloy provided a brief update on the Compliance Workgroup.

Chair Russell announced that the Winter Conference is scheduled for next month on March 9-11. It will be in person in Panama City Beach and will include a CCOC session. Chair Russell provided a reminder that the last day of the Legislative Session is on March 11 while we are at the Winter Conference.

Chair Russell opened the floor for any comments; there were none. Chair Russell reminded committee members that the next Budget Committee meeting will be held on April 21 in Gainesville.

Meeting adjourned at 11:23 AM.



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AGENDA ITEM 4

DATE: April 21, 2022
SUBJECT: Legislative Update
COMMITTEE ACTION: Information Only

OVERVIEW:

The 2022 Legislative Session began on January 11 and concluded on March 14. The Clerks had an extremely successful 2022 Session, building upon the substantial successes of last Legislative Session. During Session, the Legislature approved the State Fiscal Year (SFY) 2022-23 budget.

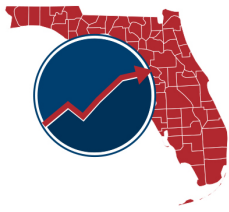
Legislative items of interest to the clerks, and specifically budget-related items, include:

- Year Two of the Clerks' Pandemic Recovery Plan funding was approved as requested
 - \$6.25 million of nonrecurring General Revenue to continue to address the backlog of cases (the same amount as appropriated in the current fiscal year)
 - As with last year, this funding has a connection to the Courts' Pandemic Recovery funding
- Continued State funding for juror management reimbursement expenses
 - No cuts to the recurring \$11.7 million
 - The "Back of the Bill" language to carry forward the unexpended funds from the current SFY into next SFY estimated at \$3.3 million (Legislature provided \$2.4 of additional carryforward funding for SFY 2021-22)
- The Legislature appropriated \$2.4 million in nonrecurring funds to CCOC for the Guardianship Data Transparency project (HB 1349)
- Reimbursement for Injunctions for Protection funding was not approved this year
 - \$3.2 million for approximately 80,000 injunctions for protection (Important Note – the Sheriffs, by law, are entitled to up to half of this total amount for service of the injunctions)
- Employer portion of FRS costs increased via legislation for an impact of approximately \$3.4 million to the clerks

COMMITTEE ACTION: Information Only

LEAD STAFF: Jason L. Welty, Deputy Executive Director

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AGENDA ITEM 5

DATE: April 21, 2022
SUBJECT: Indigency Update
COMMITTEE ACTION: Information Only

OVERVIEW:

At the February 9 Budget Committee meeting, Clerk Burke requested that a full year's report of the amount of civil and probate filing fees that were waived by indigency be added to the April Budget Committee meeting agenda. Included in the meeting packet is a spreadsheet detailing the approved indigency cases that were reported by county to the CCOC via the monthly Civil Indigence Tracking Report for CFY 2018-19 (the most recent fiscal year not affected by the pandemic). This report includes the number of indigence applications as well as the number of these applications that were approved each month. The total approved cases were then multiplied by the cost of civil filings (\$400) to calculate the total cost of cases that were waived due to indigency by county, which totaled \$22.4 million. The total approved cases were also multiplied by the clerks' portion of the cost of civil filings (\$195) to calculate the clerk's impact of the total cost of cases that were waived due to indigency by county, which totaled \$10.9 million.

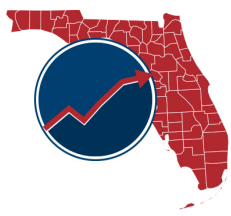
COMMITTEE ACTION: Information Only

LEAD STAFF: Jason L. Welty, Deputy Executive Director

ATTACHMENTS:

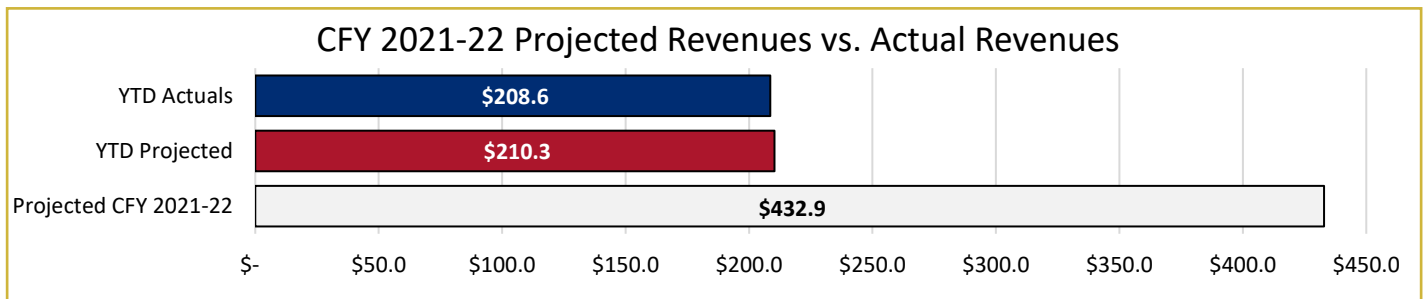
1. CFY 2018-19 Civil Indigent Cases and Revenue Lost

County	Number of Civil Indigence Applications					Number of Applications Approved					Estimated Lost TOTAL Revenue from Indigency	Estimated Lost CLERK Revenue from Indigency
	Circuit Civil	County Civil	Probate	Family	Total	Circuit Civil	County Civil	Probate	Family	Total		
Alachua	71	170	92	830	1,163	39	145	42	684	910	\$ 364,000	\$ 177,450
Baker	0	0	1	54	55	0	0	1	54	55	\$ 22,000	\$ 10,725
Bay	35	63	27	433	558	13	54	0	412	479	\$ 191,600	\$ 93,405
Bradford	16	21	6	133	176	9	21	6	128	164	\$ 65,600	\$ 31,980
Brevard	24	53	135	678	890	24	38	126	531	719	\$ 287,600	\$ 140,205
Broward	353	330	255	4,919	5,857	319	295	242	4,774	5,630	\$ 2,252,000	\$ 1,097,850
Calhoun	7	19	4	85	115	7	19	4	83	113	\$ 45,200	\$ 22,035
Charlotte	17	18	3	260	298	14	15	1	218	248	\$ 99,200	\$ 48,360
Citrus	16	37	15	245	313	16	34	10	162	222	\$ 88,800	\$ 43,290
Clay	14	36	62	365	477	14	35	62	326	437	\$ 174,800	\$ 85,215
Collier	19	63	47	675	804	19	61	47	632	759	\$ 303,600	\$ 148,005
Columbia	10	20	7	398	435	7	19	1	346	373	\$ 149,200	\$ 72,735
DeSoto	4	2	4	59	69	3	2	3	55	63	\$ 25,200	\$ 12,285
Dixie	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -
Duval	85	161	309	3,434	3,989	64	157	291	3,415	3,927	\$ 1,570,800	\$ 765,765
Escambia	33	61	31	791	916	32	49	26	761	868	\$ 347,200	\$ 169,260
Flagler	3	18	3	184	208	1	16	2	167	186	\$ 74,400	\$ 36,270
Franklin	1	20	3	93	117	1	20	3	93	117	\$ 46,800	\$ 22,815
Gadsden	9	0	4	157	170	8	0	4	141	153	\$ 61,200	\$ 29,835
Gilchrist	21	25	0	175	221	21	25	0	175	221	\$ 88,400	\$ 43,095
Glades	0	1	1	12	14	0	1	1	12	14	\$ 5,600	\$ 2,730
Gulf	5	1	1	17	24	3	0	1	16	20	\$ 8,000	\$ 3,900
Hamilton	0	4	0	64	68	0	4	0	59	63	\$ 25,200	\$ 12,285
Hardee	1	2	3	76	82	1	2	3	72	78	\$ 31,200	\$ 15,210
Hendry	1	40	14	148	203	1	37	13	142	193	\$ 77,200	\$ 37,635
Hernando	17	91	8	579	695	17	90	7	554	668	\$ 267,200	\$ 130,260
Highlands	8	21	5	211	245	8	20	5	193	226	\$ 90,400	\$ 44,070
Hillsborough	338	640	396	5,048	6,422	268	602	266	4,410	5,546	\$ 2,218,400	\$ 1,081,470
Holmes	1	1	1	23	26	1	1	1	23	26	\$ 10,400	\$ 5,070
Indian River	4	11	27	116	158	2	6	22	83	113	\$ 45,200	\$ 22,035
Jackson	19	1	11	63	94	18	1	11	60	90	\$ 36,000	\$ 17,550
Jefferson	4	6	0	8	18	4	6	0	8	18	\$ 7,200	\$ 3,510
Lafayette	3	0	0	38	41	3	0	0	36	39	\$ 15,600	\$ 7,605
Lake	17	41	4	958	1,020	15	36	4	673	728	\$ 291,200	\$ 141,960
Lee	68	263	127	3,222	3,680	31	213	58	2,118	2,420	\$ 968,000	\$ 471,900
Leon	54	302	86	1,205	1,647	52	297	77	1,167	1,593	\$ 637,200	\$ 310,635
Levy	14	20	18	216	268	15	20	18	211	264	\$ 105,600	\$ 51,480
Liberty	1	7	0	46	54	1	5	0	43	49	\$ 19,600	\$ 9,555
Madison	4	4	5	72	85	4	3	0	50	57	\$ 22,800	\$ 11,115
Manatee	20	89	62	725	896	16	86	60	635	797	\$ 318,800	\$ 155,415
Marion	24	90	57	1,288	1,459	19	84	45	1,077	1,225	\$ 490,000	\$ 238,875
Martin	32	13	19	101	165	29	13	18	94	154	\$ 61,600	\$ 30,030
Miami-Dade	288	447	553	3,010	4,298	284	423	547	2,620	3,874	\$ 1,549,600	\$ 755,430
Monroe	31	8	5	65	109	30	8	3	56	97	\$ 38,800	\$ 18,915
Nassau	3	9	28	189	229	3	9	18	154	184	\$ 73,600	\$ 35,880
Okaloosa	11	22	4	308	345	17	34	4	364	419	\$ 167,600	\$ 81,705
Okeechobee	4	12	4	97	117	4	12	4	90	110	\$ 44,000	\$ 21,450
Orange	278	309	256	4,823	5,666	102	192	206	3,592	4,092	\$ 1,636,800	\$ 797,940
Osceola	13	10	49	937	1,009	7	6	48	553	614	\$ 245,600	\$ 119,730
Palm Beach	210	457	468	3,559	4,694	171	406	301	3,280	4,158	\$ 1,663,200	\$ 810,810
Pasco	42	174	72	1,305	1,593	34	149	71	1,223	1,477	\$ 590,800	\$ 288,015
Pinellas	75	211	363	1,282	1,931	63	187	271	1,154	1,675	\$ 670,000	\$ 326,625
Polk	24	212	193	2,394	2,823	24	206	161	2,274	2,665	\$ 1,066,000	\$ 519,675
Putnam	1	8	2	239	250	1	8	2	235	246	\$ 98,400	\$ 47,970
Saint Johns	5	41	12	269	327	5	38	12	248	303	\$ 121,200	\$ 59,085
Saint Lucie	48	144	51	744	987	42	136	40	680	898	\$ 359,200	\$ 175,110
Santa Rosa	10	10	1	299	320	3	13	0	198	214	\$ 85,600	\$ 41,730
Sarasota	41	102	128	639	910	31	91	101	546	769	\$ 307,600	\$ 149,955
Seminole	23	69	117	803	1,012	19	65	106	633	823	\$ 329,200	\$ 160,485
Sumter	4	6	8	149	167	4	6	8	143	161	\$ 64,400	\$ 31,395
Suwannee	11	16	9	177	213	7	14	6	144	171	\$ 68,400	\$ 33,345
Taylor	2	2	1	79	84	0	1	2	46	49	\$ 19,600	\$ 9,555
Union	8	1	1	31	41	6	1	2	29	38	\$ 15,200	\$ 7,410
Volusia	74	180	57	2,191	2,502	69	165	54	2,121	2,409	\$ 963,600	\$ 469,755
Wakulla	16	8	8	190	222	16	8	8	190	222	\$ 88,800	\$ 43,290
Walton	9	19	4	165	197	4	20	4	154	182	\$ 72,800	\$ 35,490
Washington	1	0	3	16	20	1	0	3	14	18	\$ 7,200	\$ 3,510
Total	2,605	5,242	4,250	52,164	64,261	2,066	4,730	3,463	45,634	55,893	\$ 22,357,200	\$ 10,899,135
% of total	4%	8%	7%	81%		4%	8%	6%	82%			



REVENUE UPDATE – Through February 2022

The July Article V Revenue Estimating Conference (REC) projected the clerks to collect a total statewide revenue of **\$432.9 million** for CFY 2021-22.

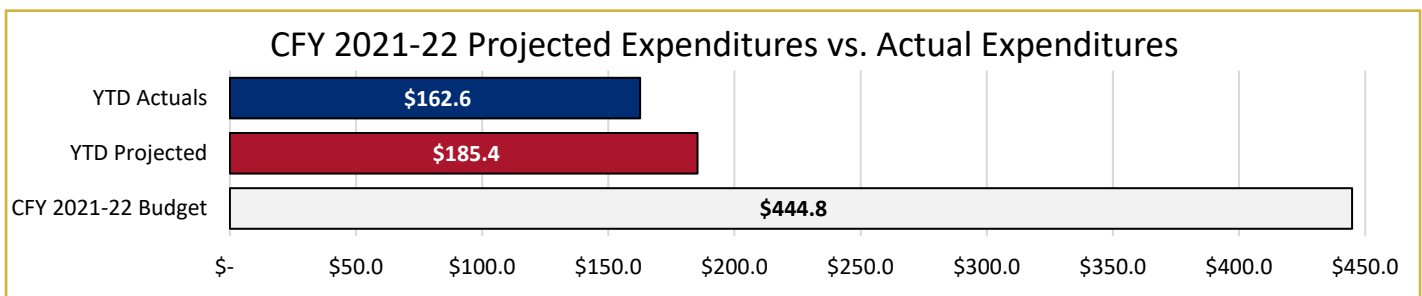


Total revenues reported for February 2022 were **\$34,210,372**

- This amount is about **\$3.7 million, or 9.8 percent, below** the July REC projection for February
- Through the first six months of the CFY, the REC expected clerks to collect approximately **\$210.3 million**; the actual revenue is **\$208.6 million** which is **\$1.7 million, or 0.8 percent, below** YTD expectations
 - September, October, and December actuals came in above the REC monthly estimate
 - November, January, and February actuals came in below the REC monthly estimate

EXPENDITURES UPDATE – Through February 2022

The Budget Committee and Executive Council approved the **\$444.8 million** budget for CFY 2021-22.



Total expenditures reported for February 2022 were **\$27,051,907**

- This amount is about **\$10.0 million, or 27.0 percent, below** the monthly average projection
- The actual YTD expenditures are **\$162.6 million, or 12.3 percent, below** the five-month projected average of YTD expenditures

FY21 to FY25 Analysis - CCOC Budget (**Excludes Jury**)

CCOC Budget Authority

Dollar Change Year over Year

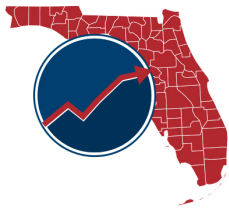
Percentage Change Year over Year

FY21	FY22	FY23	FY24	FY25
410.00	444.78	449.74	438.70	437.30
	34.78	4.97	(11.04)	(1.40)
	8.48%	1.12%	-2.46%	-0.32%

December 2021 REC Estimate	REC \$M	Statutory Increase (Decrease)			
REC FY21 Original Estimate	410.00				
REC FY21 Revised (90% of 50%)	432.10	9.945			
REC FY21 Final True-Up (90% of 50%)	434.37		1.02		
REC FY22 for Approved Budget	432.86	22.86			
REC FY22 Based on Latest Meeting	434.80		0.87		
REC FY23	438.10		5.24		
REC FY24	436.70			(1.40)	
REC FY25	435.30				(1.40)
FY22 Budget Comm Fisc Constr Backout		(0.077)			
Unspent from FY20,21,22,23 (Hist. Est.)		2.05	9.75	2.00	2.00
Total Increase (Decrease) from PY REC		34.78	16.89	0.60	0.60

Additional Funding Sources Outside of CCOC Base

Jury, subject to annual reappropriation	11.70	11.70	11.70	11.70	11.70
Carry forward of prior year Jury		2.40	3.30		
Pandemic Relief Funds (July to June)		6.25	6.25		
Total Clerk budget	421.70	465.13	470.99	450.40	449.00
		10.30%	1.26%	-4.37%	-0.31%
			Estimate		



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AGENDA ITEM 7

DATE: April 21, 2022
SUBJECT: CFY 2022-23 Base Budget
COMMITTEE ACTION: Approve the CFY 2022-23 Base Budget

OVERVIEW:

Last year, to build the CFY 2021-22 Revenue-Limited Budget, the Budget Committee used the prior year approved operational budget of \$410 million as the CFY 2021-22 Base Budget. Utilizing the current year operational budget as a starting place to build the following year's budget provided a true budget total for where each county was actually at to begin that fiscal year. The total available revenue for CFY 2021-22 was just under \$445 million. This gave the committee almost \$35 million of additional funding to allocate on top of the \$410 million Base Budget.

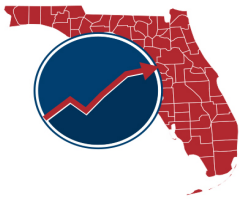
Based on current REC revenue projections, the total available funding to build the clerks' CFY 2022-23 budget is \$449.7 million, a slight increase over the current operational budget total of \$444.8 million. Based on these numbers, the Chair proposes to use the current operational budget of \$444.8 million as the CFY 2022-23 Base Budget.

COMMITTEE ACTION: Approve the CFY 2022-23 Base Budget

LEAD STAFF: Griffin Kolchakian, Budget and Communications Director
Rafael Ali-Lozano, Budget Manager I

ATTACHMENTS:

1. CFY 2022-23 Projected Available Revenue Summary
2. Proposed CFY 2022-23 Base Budget Calculation



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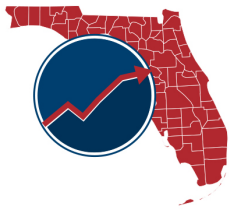
New Revenue Summary (CFY 2022-23)

REC Revenue Estimate (CFY 2022-23) [Dec. REC]	\$	438,100,000
Cumulative Excess Estimate (CFY 2021-22) [Dec. REC]	\$	950,000
Statutorily Required Amount to Reserve (10%)	\$	(95,000)
Additional Cumulative Excess (CFY 2020-21)	\$	1,019,573
Unspent Budgeted Funds (CFY 2020-21)	\$	9,750,224
	\$	449,724,797
Total Budget Authority (CFY 2021-22)	\$	444,778,204
Net Budget Increase	\$	4,946,593

County	Peer Group	CFY 2021-22 Revenue-Limited Budget	CFY 2022-23 Proposed Base Budget	Difference
Calhoun	1	\$ 448,334	\$ 448,334	\$ -
Lafayette	1	\$ 307,140	\$ 307,140	\$ -
Liberty	1	\$ 312,333	\$ 312,333	\$ -
Union	1	\$ 485,497	\$ 485,497	\$ -
Baker	2	\$ 707,152	\$ 707,152	\$ -
Dixie	2	\$ 489,054	\$ 489,054	\$ -
Franklin	2	\$ 658,287	\$ 658,287	\$ -
Gilchrist	2	\$ 545,457	\$ 545,457	\$ -
Glades	2	\$ 566,489	\$ 566,489	\$ -
Gulf	2	\$ 490,361	\$ 490,361	\$ -
Hamilton	2	\$ 596,303	\$ 596,303	\$ -
Holmes	2	\$ 589,080	\$ 589,080	\$ -
Jefferson	2	\$ 501,826	\$ 501,826	\$ -
Taylor	2	\$ 562,835	\$ 562,835	\$ -
Washington	2	\$ 786,795	\$ 786,795	\$ -
Bradford	3	\$ 854,135	\$ 854,135	\$ -
DeSoto	3	\$ 805,964	\$ 805,964	\$ -
Gadsden	3	\$ 1,334,828	\$ 1,334,828	\$ -
Hardee	3	\$ 906,252	\$ 906,252	\$ -
Hendry	3	\$ 1,281,071	\$ 1,281,071	\$ -
Jackson	3	\$ 1,104,348	\$ 1,104,348	\$ -
Levy	3	\$ 1,122,633	\$ 1,122,633	\$ -
Madison	3	\$ 556,502	\$ 556,502	\$ -
Okeechobee	3	\$ 1,273,503	\$ 1,273,503	\$ -
Suwannee	3	\$ 1,172,095	\$ 1,172,095	\$ -
Wakulla	3	\$ 688,701	\$ 688,701	\$ -
Citrus	4	\$ 2,995,549	\$ 2,995,549	\$ -
Columbia	4	\$ 1,527,140	\$ 1,527,140	\$ -
Flagler	4	\$ 1,818,120	\$ 1,818,120	\$ -
Highlands	4	\$ 1,963,861	\$ 1,963,861	\$ -
Indian River	4	\$ 2,968,481	\$ 2,968,481	\$ -
Nassau	4	\$ 1,563,243	\$ 1,563,243	\$ -
Putnam	4	\$ 2,147,549	\$ 2,147,549	\$ -
Sumter	4	\$ 1,897,084	\$ 1,897,084	\$ -
Walton	4	\$ 1,649,782	\$ 1,649,782	\$ -
Alachua	5	\$ 5,812,319	\$ 5,812,319	\$ -
Charlotte	5	\$ 3,537,405	\$ 3,537,405	\$ -
Clay	5	\$ 3,656,087	\$ 3,656,087	\$ -
Hernando	5	\$ 3,417,201	\$ 3,417,201	\$ -
Martin	5	\$ 3,504,902	\$ 3,504,902	\$ -
Monroe	5	\$ 3,508,532	\$ 3,508,532	\$ -
Okaloosa	5	\$ 3,639,385	\$ 3,639,385	\$ -
Saint Johns	5	\$ 3,582,299	\$ 3,582,299	\$ -
Santa Rosa	5	\$ 3,178,098	\$ 3,178,098	\$ -
Bay	6	\$ 3,866,025	\$ 3,866,025	\$ -
Brevard	6	\$ 11,310,285	\$ 11,310,285	\$ -
Collier	6	\$ 6,428,666	\$ 6,428,666	\$ -
Escambia	6	\$ 6,977,883	\$ 6,977,883	\$ -
Lake	6	\$ 6,136,866	\$ 6,136,866	\$ -
Leon	6	\$ 5,905,602	\$ 5,905,602	\$ -
Manatee	6	\$ 5,938,958	\$ 5,938,958	\$ -

County	Peer Group	CFY 2021-22 Revenue-Limited Budget	CFY 2022-23 Proposed Base Budget	Difference
Marion	6	\$ 6,558,206	\$ 6,558,206	\$ -
Osceola	6	\$ 7,748,730	\$ 7,748,730	\$ -
Pasco	6	\$ 11,604,036	\$ 11,604,036	\$ -
Saint Lucie	6	\$ 6,684,411	\$ 6,684,411	\$ -
Sarasota	6	\$ 8,122,696	\$ 8,122,696	\$ -
Seminole	6	\$ 8,861,209	\$ 8,861,209	\$ -
Duval	7	\$ 19,581,816	\$ 19,581,816	\$ -
Lee	7	\$ 11,689,883	\$ 11,689,883	\$ -
Pinellas	7	\$ 22,646,675	\$ 22,646,675	\$ -
Polk	7	\$ 12,397,921	\$ 12,397,921	\$ -
Volusia	7	\$ 11,626,073	\$ 11,626,073	\$ -
Broward	8	\$ 38,928,487	\$ 38,928,487	\$ -
Hillsborough	8	\$ 30,288,553	\$ 30,288,553	\$ -
Miami-Dade	8	\$ 70,739,517	\$ 70,739,517	\$ -
Orange	8	\$ 28,984,523	\$ 28,984,523	\$ -
Palm Beach	8	\$ 30,237,171	\$ 30,237,171	\$ -

STATEWIDE TOTAL	\$	444,778,204	\$	444,778,204	\$	-
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AGENDA ITEM 8

DATE: April 21, 2022
SUBJECT: Revenue-Limited Budget Methodology
COMMITTEE ACTION: Discussion

OVERVIEW:

To develop the CFY 2022-23 clerks' court-related budget, each clerk has the opportunity to submit a budget request for any issues above the current year's operating budget amounts and FTE totals via the approved budget issue forms, which are due by June 1, 2022. Clerks are encouraged to identify any additional resources needed to perform statutorily-required court-related functions. Once all forms are submitted, CCOC staff will compile the data for the committee's review.

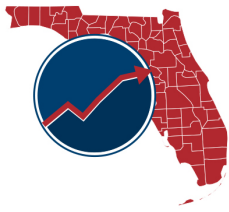
Currently, the REC is projecting a slight increase in available revenue for CFY 2022-23 above the current operating budget; however, this could change at the summer REC meeting. This agenda item is intended to initiate committee discussion on how to proceed once budget issues are submitted and how the projected additional available funding should be allocated.

2022 TENTATIVE TIMELINE:

- | | |
|---------|--|
| April | <ul style="list-style-type: none">• Establish the CFY 2022-23 Base Budget• CCOC will distribute forms and instructions with a deadline of June 1 |
| May | <ul style="list-style-type: none">• Establish Pandemic Recovery Plan Year Two funding allocation |
| June | <ul style="list-style-type: none">• Each clerk submits budget issue requests by June 1• CCOC staff compiles and reviews funding requests |
| July | <ul style="list-style-type: none">• REC Article V Meeting to establish official available revenue for CFY 2022-23• Apply REC revenue estimate to establish total available budget• Clerks have the opportunity to present requests to the committee (<i>optional</i>)• Deliberate and approve issue requests to build the balanced budget |
| August | <ul style="list-style-type: none">• Adopt CFY 2022-23 Revenue-Limited Budget• CCOC Executive Council adopt CFY 2022-23 Revenue-Limited Budget |
| October | <ul style="list-style-type: none">• CFY 2022-23 Revenue-Limited Budget is implemented on October 1 |

LEAD STAFF: Griffin Kolchakian, Budget and Communications Director
Rafael Ali-Lozano, Budget Manager I

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



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AGENDA ITEM 9

DATE: April 21, 2022
SUBJECT: Workgroups Update
COMMITTEE ACTION: Information Only

OVERVIEW:

This year, the Budget Committee established three new workgroups to address identified issues that have come up year after year and determine if these issues can be settled: the Cost of Living Component Workgroup chaired by Clerk Godwin, the Compliance Workgroup chaired by Clerk Maloy, and the New Judges Funding Workgroup chaired by Clerk Abruzzo.

Cost of Living Component Workgroup: This workgroup is tasked with determining if a cost of living component should be incorporated into the budget development process and, if so, determining what measures would be used, how this would be applied, etc. The workgroup met on March 14 and plans to meet again in the near future. This workgroup continues to tackle this complex issue.

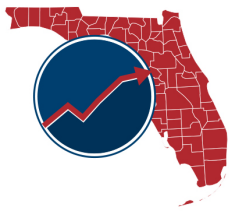
Compliance Workgroup: This workgroup is tasked with determining if a compliance component should be incorporated into the budget development process and, if so, determining how this would be quantified and verified. The workgroup met on January 24, February 9, and plans to meet again in the near future. Chair Maloy presented a draft best practices checklist to the CCOC PIE Committee on February 28 to collect recommendations. The workgroup plans to finalize the compliance checklist and, if approved by the committee, send it out statewide to compile related data. This is the first step in addressing this issue.

New Judges Funding Workgroup: This workgroup is tasked with establishing a recurring allocation formula for new judges approved by the Legislature as well as for judges that are transferred between counties. The workgroup met on February 1, February 24, and plans to meet again in the near future. During the 2022 legislative session, HB 397 was passed which, if signed into law, will require the CCOC to 'develop a formula to estimate the total cost associated with clerk support for new circuit and county judges.' The workgroup is already addressing this issue and actively working towards a proposed calculation.

COMMITTEE ACTION: Information Only

LEAD STAFF: Griffin Kolchakian, Budget and Communications Director
Rafael Ali-Lozano, Budget Manager I

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Budget Committee Proposed Schedule

January:

- **Legislative Session Begins (January 11th)**
- **Budget Committee Meeting (January 20th) – WebEx Meeting**
 - December 14th REC Results Update
 - Establish 2022 Budget Committee Workgroups

February:

- **Budget Committee Meeting (February 9th) – WebEx Meeting**
 - Sunshine Law Overview
 - Legislative Update (during Session)
 - Approve Updated Funding Issues Request Forms
 - Establish Reserve Fund Calculation for CFY 2022-23
 - CFY 2020-21 Finalized Settle-Up Made Available
 - Decide How to Use Additional Cumulative Excess Budget
 - Other Items:
 - Prepare Anything Needed for Winter Conference
 - Workgroup Updates, if applicable

March:

- **CCOC Executive Council Meeting (March 8th)**
- **Winter Conference in Panama City Beach (March 9th-11th)**
- **Legislative Session Ends (March 14th)**
- **No need for Budget Committee Meeting in March**

April:

- **Budget Committee Meeting (April 21st) – In-Person Meeting (*Gainesville*)**
 - Legislative Update – Post-Session Wrap-up
 - Establish CFY 2022-23 Base Budget
 - CFY 2022-23 Revenue-Limited Budget Calculation Methodology Discussion
 - Workgroups Update
 - CFY 2021-22 Operational Budgets Update
 - Indigency Data Update (as requested)



2022 BUDGET COMMITTEE WORKPLAN AND CALENDAR

May:

- **Budget Committee Meeting (late-May?) – WebEx Meeting**
 - Establish SFY 2022-23 Pandemic Recovery Plan Distribution
 - Approve SFY 2022-23 Jury Management Reimbursement Form
 - Follow-Up on any other Budget Calculation Issues
 - Other Items:
 - Prepare Anything Needed for Summer Conference (Budget Training?)

June:

- **Budget Issue Requests are due to the CCOC (June 1st)**
 - CCOC staff will compile and review these requests for the Committee
- **CCOC Executive Council Meeting (June 6th)**
- **Summer Conference in Orlando (June 7th-9th)**
- *No need for Budget Committee Meeting in June*

July:

- **Budget Committee Meeting (early July?) – In-Person Meeting (Tampa area)**
 - Budget Presentations by Counties, if applicable
 - Budget Deliberations after Presentations

August:

- **Budget Committee Meeting (mid-August?) – In-Person Meeting (*Location TBD*)**
 - July REC Results Update (*Date has not yet been set*)
 - Approve CFY 2022-23 Revenue-Limited Budget

September:

- *No need for Budget Committee Meeting in September*
-