



BUDGET COMMITTEE MEETING
May 8, 2024



Stacy M. Butterfield, CPA
POLK COUNTY
EXECUTIVE COUNCIL CHAIR

Tiffany Moore Russell, ESQ.
ORANGE COUNTY
VICE-CHAIR

Laura E. Roth, ESQ.
VOLUSIA COUNTY
SECRETARY/TREASURER

CRYSTAL K. KINZEL
COLLIER COUNTY
SENATE APPOINTEE

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11TH JUDICIAL CIRCUIT JUDGE
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MICHELLE R. MILLER
SAINT LUCIE COUNTY

ROB BRADLEY
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GENERAL COUNSEL

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

BUDGET COMMITTEE MEETING

May 8, 2024

Location: Realtors Association of Citrus County (714 Scarboro Ave., Lecanto, FL 34461)

Meeting: 1:00 – 4:00 PM, Eastern

WebEx Link: <https://flclerks.webex.com/flclerks/j.php?MTID=m45f9102a095197cc3cae14b65656992c>

Meeting Code: 2306 103 9641; **Password:** CCOC

Conference Call: 1-866-469-3239; **Access Code:** 2306 103 9641

- 1) Call to Order and Roll CallHon. Tiffany Moore Russell
- 2) Approve AgendaHon. Tiffany Moore Russell
- 3) Approve Minutes from 3/28/24 MeetingHon. Tiffany Moore Russell
- 4) Revenue and Expenditures UpdateGriffin Kolchakian
- 5) Workgroups UpdateHon. Tiffany Moore Russell
 - a) Jury Management Workgroup
 - b) Needs-Based Budget Workgroup
 - c) Living Wage Analysis Workgroup
 - d) Surplus Revenue Collections Distribution Workgroup

Action Items:

- 6) Approve Funding Issues Request FormsHon. Tiffany Moore Russell
- 7) Approve SFY 2024-25 Jury Reimbursement FormHon. Tiffany Moore Russell
- 8) Approve Additional Current Year Funding AllocationHon. Tiffany Moore Russell
- 9) Operational Budget DiscussionGriffin Kolchakian
- 10) Establish CFY 2024-25 Base BudgetHon. Tiffany Moore Russell
- 11) Funding Allocation DeliberationHon. Tiffany Moore Russell
- 12) Other BusinessHon. Tiffany Moore Russell
 - a) Public Comment

Committee Members: Tiffany Moore Russell, Esq., Chair; Nikki Alvarez-Sowles, Esq.; Tom Bexley; Ken Burke, CPA; Stacy Butterfield, CPA; Pam Childers, CPA; Gary Cooney, Esq.; John Crawford; Nadia K. Daughtrey; Greg Godwin; Tara S. Green; Crystal K. Kinzel; Grant Maloy; Brandon J. Patty; Clayton O. Rooks, III; Rachel M. Sadoff; Cindy Stuart; Carolyn Timmann; and Angela Vick

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Minutes of March 28, 2024, 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 on March 28, 2024. 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**.

Agenda Item 1 – Call to Order and Introduction

Clerk Tiffany Moore Russell, Chair of the Budget Committee, called the meeting to order at 1:30 PM.

Chair Russell introduced Nike Campbell as the new CCOC Budget Manager I.

The meeting was turned over to Griffin Kolchakian, CCOC Budget and Communications Director, to conduct roll call. Mr. Kolchakian called the roll.

Present via WebEx: Clerk Tiffany Moore Russell, Clerk Ken Burke, Clerk Stacy Butterfield, Clerk Pam Childers, Clerk Gary Cooney, Clerk John Crawford, Clerk Nadia Daughtrey, Clerk Tara Green, Clerk Crystal Kinzel, Clerk Grant Maloy, Clerk Clayton Rooks, Clerk Rachel Sadoff, Clerk Cindy Stuart, Clerk Carolyn Timmann, Clerk Angela Vick.

Absent from meeting: Clerk Nikki Alvarez-Sowles, Clerk Tom Bexley, Clerk Greg Godwin, Clerk Brandon Patty.

Agenda Item 2 – Approve Agenda

Chair Russell proposed that, since the State's General Appropriations Act (GAA) had not yet been signed by the Governor, the agenda be amended to remove agenda item #11.

A motion was made to approve the agenda by Clerk Timmann and seconded by Clerk Daughtrey; the motion was adopted with Clerk Kinzel voting nay.

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Agenda Item 3 – Approve Minutes from 10/17/23 Meeting

Chair Russell presented the minutes of the October 17, 2023, meeting to the committee.

A motion was made to adopt the minutes by Clerk Timmann and seconded by Clerk Vick; the motion was adopted without objection.

Agenda Item 4 – Revenue Estimating Conference (REC) Results Update

Chair Russell called on Mr. Kolchakian to provide the REC results update. John Dew and Johnny Petit from the CCOC represented the Clerks at the Revenue Estimating Conference (REC) on December 20, 2023, in Tallahassee. Mr. Kolchakian reported that the REC estimated revenues of \$465.1 million for the current fiscal year, which was \$6.6 million higher than the previous July estimate. The REC also estimated \$467.8 million for CFY 2024-25, which was \$5.4 million higher than the previous July estimate. The continued projected increase is partly due to the great work clerks have done in collection efforts statewide, including Operation Greenlight.

Clerk Burke asked what the current year Cumulative Excess projection is at this time. Mr. Kolchakian answered \$6.6 million. Clerk Burke asked what the clerks' share of the Cumulative Excess available to use in the CFY 2024-25 budget was. Mr. Kolchakian answered \$14.2 million (before reserve funding is taken out).

Clerk Butterfield asked for confirmation that in next year's budget the committee has 50% of the Cumulative Excess available to build into the budget. Mr. Kolchakian confirmed the amount of \$14.2 million (before reserve funding is taken out). Clerk Butterfield reminded the committee that the current REC projection of \$465.1 million does not include the redirects in the clerks' priority bill.

Clerk Kinzel asked for clarification on an earlier revenue projection of \$511 million by the clerks. Mr. Kolchakian responded that the clerks' recent projections were not \$511 million but in the low- to mid- \$400 million range. John Dew confirmed that the \$511 million was the requested budget amount, not the projected revenue.

Chair Russell asked if a revenue estimate analysis has been conducted comparing the clerks' revenue projections, the CCOC revenue projections, and the REC revenue projections. Mr. Kolchakian confirmed that the CCOC has this revenue data available. Chair Russell requested that a revenue forecasting accuracy analysis be conducted for the last three to four years to identify trends and to determine which estimates are closer to the actuals. Mr. Kolchakian stated that the CCOC can work on that.

Agenda Item 5 – Revenue and Expenditures Update

Chair Russell called on Mr. Kolchakian to provide the Revenue and Expenditures update. Mr. Kolchakian stated that, through January, clerks collected \$184.5 million,

which is 1.4% above the REC estimate for the year so far. Through the first four months of the fiscal year, expenditures totaled just over \$143 million.

Clerk Green asked how many years the clerks have come in over projected revenues consecutively. Mr. Kolchakian responded at least the past four years.

Clerk Butterfield asked for confirmation that the target revenue for the current fiscal year is \$458 million. Mr. Kolchakian confirmed.

Agenda Item 6 – CFY 2022-23 Settle-Up Update

Chair Russell called on Mr. Kolchakian to provide the CFY 2022-23 Settle-Up update. Mr. Kolchakian stated that collected revenues totaled \$469.4 million, and the REC set the annual projection at \$441.0 million. This provides \$14.2 million in Cumulative Excess, minus the amount determined to go to the reserve fund, to build the CFY 2024-25 budget. The CFY 2022-23 expenditures totaled \$441.3 million, and the Revenue-Limited Budget for the year was \$453.2 million. This provides just under \$12 million in Unspent Budgeted Funds to build the CFY 2024-25 budget as well.

Mr. Kolchakian stated that Settle-Up payments to the Trust Fund were made and verified by CCOC staff prior to the January 25th deadline. If you are owed funds from the Trust Fund, you will receive a portion of these funds once the budget amendment is processed, which will likely be this month or next. The remainder of the funds will likely be sent out at the beginning of the state fiscal year.

Clerk Kinzel requested that clerks review and consider a more proportional allocation in the future.

Agenda Item 7 – Post Session Legislative Update

Chair Russell called on Clerk Timmann to provide the post session legislative update. Clerk Timmann stated that the clerks' priority bill was passed for a third year in a row by the Legislature. Though the final budget did not include everything originally requested, the bill is projected to provide clerks \$28.8 million annually. It is currently awaiting the Governor's signature. Clerk Timmann stated that the bill includes funding for court-related technology, redirects the s. 318.18(18) administrative fee from General Revenue to the clerks, corrects the revenue "glitch" from last year's bill, establishes a driver license reinstatement pilot program in Miami-Dade, and allows clerks to invest Fine and Forfeiture funds into an interest-bearing account with earnings used for court-related operations. Other funding items include \$8 million of current year funding for the "glitch" fix to make clerks whole this year, continued State funding for jury reimbursement costs although additional funding was not approved, the employer FRS costs increased slightly, the employee FRS costs did not increase, nine new judges (two circuit judges and seven county judges) were approved, and continued State funding for eNotify. Clerk Timmann stated that the clerks' legislative team will continue to build upon these wins and advocate on behalf of all clerks as we plan and prepare for the 2025 Legislative Session.

Agenda Item 8 – Workgroups Update

Chair Russell thanked the workgroup chairs and staff for their work. She reminded the workgroups to submit their final proposals to Mr. Kolchakian by April 22nd in preparation for the May 8th meeting.

Chair Russell stated that items included in the meeting packet include the workgroups update memo sent out last month providing detailed information on each of the four workgroups as well as a summary of the Quarter 2 jury reimbursement shortfall. The clerks' jury funding was not increased during legislative session, so we will continue to face a quarterly reimbursement shortfall moving forward.

Clerk Kinzel asked if covering excess jury costs from CCOC budget dollars was allowable in statute. Chair Russell asked Mr. Kolchakian to take this issue back to legal counsel for review. Chair Russell asked Clerk Vick to have the Jury Management Workgroup review this issue. Clerk Green requested the workgroup to look at when there is a change in venue from one county to another, including the use of staff. Clerk Russell supported this review.

Clerk Burke requested that Mr. Kolchakian provide an update on the Needs-Based Budget Workgroup. Mr. Kolchakian stated that the workgroup is proposing guidelines and recommendations that aim to increase consistency in the budget request process. The proposal will be presented to the committee at the next meeting. Clerk Kinzel stated that there should be a balanced budget every year by June 1st and then address those counties who cannot fund their expenditures with their revenues.

Chair Russell stated that Clerk Alvarez-Sowles was not able to attend today's meeting, but the workgroup has been meeting and plans to provide a final product at the next committee meeting. Clerk Kinzel asked the workgroup to reconsider selecting an average statewide number for a living wage and stated that there should be an actual county by county assessment to address differences in cost of living. Chair Russell asked Mr. Kolchakian to take this recommendation back to Clerk Alvarez-Sowles and the workgroup. Clerk Green asked about the recent federal base salary for exempt employees and if this will be factored into the living wage. Chair Russell asked Mr. Kolchakian to take this issue to Clerk Alvarez-Sowles and the workgroup. Clerk Kinzel stated that she heard it did not pass at the federal level.

Agenda Item 9 – Approve Funding Issues Request Forms

Chair Russell stated that, during the annual budget development process, each clerk submits their detailed budget request to the CCOC for any items they would like funded over the current court-side budget and FTE amounts. This annual submission includes three forms: the Budget Issues Form, the Revenue Projections Form, and the Clerk Certification Letter. Chair Russell stated that all of these forms are included in the meeting packet and are very similar to the forms approved last year. These forms are statutorily due on June 1st.

Clerk Kinzel stated that these forms perpetuate a lack of a balanced budget and should be reconsidered.

Clerk Cooney asked if this spreadsheet was the appropriate place to address potentially using a blended FRS rate like we did last year. Chair Russell stated that this could be addressed at the May committee meeting.

Clerk Green asked if county summons still need to be reported separately under the Chapter 2008-111 section on the Revenue Projections Form once the clerks' bill is signed into law. Mr. Kolchakian stated that this is one of the items that staff will address once the bill is signed and will ensure it is accounted for. Clerk Green asked for clarification on the traffic line as well and for clarification on the timing of the distribution of revenue collected prior to the date the bill goes into effect. Mr. Kolchakian stated that this will also be addressed prior to the forms being finalized. Clerk Butterfield clarified that the law states that it is the distribution in place at the time of collection. Clerk Timmann stated that the bill has not been signed into law yet; therefore, nothing can be finalized yet.

A motion was made to tentatively approve the draft forms and for staff to address the changes required once the clerks' bill becomes law and to bring the forms back for approval by Clerk Timmann and seconded by Clerk Daughtrey; the motion was adopted with Clerk Kinzel voting nay.

The forms will come back to the committee at the next committee meeting.

Agenda Item 10 – Establish Reserve Fund Calculation for CFY 2024-25

Chair Russell stated that, in 2021, the Legislature established the clerks' reserve fund. During the past three years, the committee decided to fund the reserve at the statutory minimum of 10% of the clerks' share of the Cumulative Excess. However, the committee does have the ability to increase this amount if it so chooses. Chair Russell stated that the current balance of the reserve fund is just under \$1.6 million. For the CFY 2024-25 budget, the committee can continue utilizing the 10% statutory minimum to reserve or select an increased amount.

A motion was made to keep the 10% calculation for the reserve fund by Clerk Butterfield and seconded by Clerk Daughtrey; the motion was adopted without objection.

Agenda Item 11 – Approve Additional Current Year Funding Allocation

Chair Russell stated that, since the GAA has not become law yet, the committee will not consider potential funding allocation options for the current year \$8 million. Clerk Kinzel requested to add an additional allocation option to make whole those clerks who have had to receive local subsidies to fully fund their offices. Chair Russell

confirmed that this will be the fifth option and to email Mr. Kolchakian any additional options you may have.

Agenda Item 12 – Other Business

Chair Russell stated that, for the annual Operational Budget submissions, the committee held a vote last year to approve collecting actual expenditure data moving forward. However, we ran out of time to get this approved by the Executive Council and thought it best to bring it back to the committee for additional review. The Operational Budget currently collects the budget projections for the upcoming fiscal year only. The CCOC is working on the proposal to collect the prior year actual budget expenditures as well and to streamline and improve the existing Operational Budget 10-tab spreadsheet. This will be brought before the committee for consideration later this year. Clerk Stuart asked the committee to look into the benefit of reviewing clerks' actual expenditures as part of the budget process.

Chair Russell reminded the committee that, should the clerks' bill and GAA be signed into law prior to the next in-person meeting on May 8th in Citrus County, an emergency meeting will be called.

Meeting adjourned at 2:34 PM.



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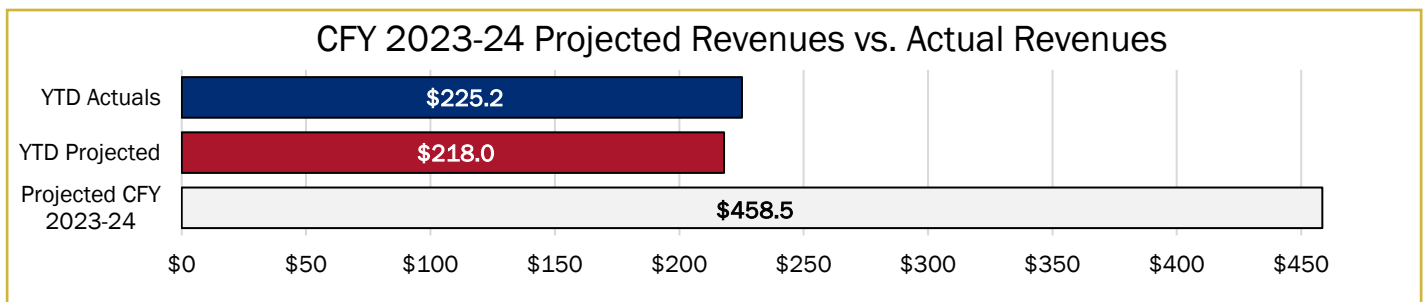
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REVENUE UPDATE – Through February 2024

The July Article V Revenue Estimating Conference (REC) projected the clerks to collect a total statewide revenue of **\$458.5 million** for CFY 2023-24.



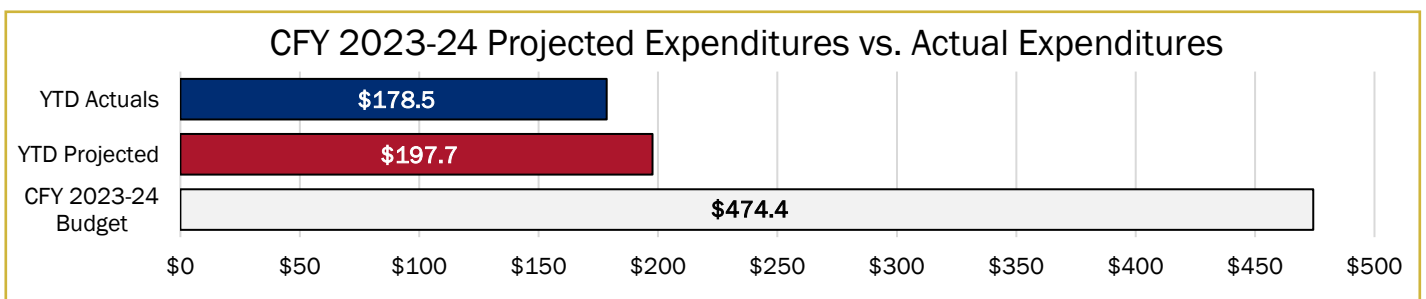
Total revenues reported for February 2024 were **\$40.2 million**, which is about **\$4.2 million, or 11.7 percent, above** the REC monthly projection

Through the first **six** months of the CFY, the REC expected clerks to collect **\$218.0 million**; the actual revenue is **\$225.2 million**, which is **\$7.2 million, or 3.3 percent, above** YTD expectations

- September, November, January, and February actuals came in above the REC monthly estimate
- October and December actuals came in below the REC monthly estimate

EXPENDITURES UPDATE – Through February 2024

The Budget Committee and Executive Council approved the **\$474.4 million** budget for CFY 2023-24.



Through the first **five** months of the fiscal year, the total expenditures reported were **\$178.5 million**

This amount is **\$19.2 million, or 9.7 percent, below** the year-to-date approved budget

* *Note: expenditures may be much higher because some offices report on a cash and not accrual basis as well as some annual contracts are paid later in the fiscal year*

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AGENDA ITEM 5

DATE: May 8, 2024
SUBJECT: Workgroups Update
COMMITTEE ACTION: Vote on the Needs-Based Budget Workgroup's Proposal

OVERVIEW:

Jury Management Workgroup: This ongoing workgroup chaired by Clerk Vick collected jury cost estimates from each clerk for SFY 2023-24; reviewed how to address the projected funding shortfall for SFY 2023-24; will continue to message the projected funding shortfall to help prepare clerks' offices to cover the funding deficit; review jury expenditure data and trends; review the CCOC Jury Management Reimbursement Form annually; and compile notices from counties that anticipate large jury trials. The workgroup also sent out an informational memo on January 25th highlighting jury-related funding information and updates. The SFY Quarter 2 (91% reimbursement) and Quarter 3 (80% reimbursement) calculated shortfalls by county are attached. **Due to insufficient available jury reimbursement funding, each clerk's quarterly reimbursement amount will be proportionately reduced down to the total available budget; please continue to plan accordingly to cover these quarterly funding shortfalls.**

Needs-Based Budget Workgroup: This workgroup chaired by Clerk Burke was tasked with establishing proposed guidelines for the clerks' budget issue requests to promote accurate and consistent Needs-Based Budgets moving forward. This will help establish a statewide budget amount reflecting the true funding needs of the clerks to fully operate their offices. The workgroup met on February 9th and March 5th. The workgroup's proposed guidelines for the annual Budget Issues Request submissions are included in the meeting packet for committee consideration.

Living Wage Analysis Workgroup: This workgroup chaired by Clerk Alvarez-Sowles met on January 25th, February 29th, April 2nd, April 9th, and April 18th to review and develop a proposed funding allocation methodology to address those existing positions statewide that are below an identified living wage, specifically the MIT living wage model. Included in the meeting packet is the workgroup's allocation methodology proposal as well as a proposal to address compression for committee consideration to address the impact of each county's cost of living impact on staff.

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WORKGROUPS UPDATE

Based on the workgroup's proposal, it would take \$29.6 million to bring all positions statewide currently below the identified living wage rate up to that rate. The workgroup also proposes an additional compression option to address the remaining staff already above the identified living wage rate. The workgroup understands that the living wage funding need is greater than the funds available. They created optional models that include an adjusted living wage rate and distribution of a specific dollar amount. These models provide a reduced cost that allows for multi-year implementation of the living wage. However, having the true cost to implement the full living wage is data that can be used as part of a Needs-Based Budget. This proposed funding allocation methodology can be further considered and approved by the committee during Agenda Item #11.

Compliance Investment Program Workgroup: This workgroup chaired by Clerk Patty seeks to create an optional compliance grant-like program that could be implemented in budget allocations each year. The workgroup seeks to establish a budgetary mechanism to support clerks in meeting collection goals and to encourage increased collections efforts to ultimately increase the total statewide revenues collected by the clerks. This increases the total amount of budget available for the Budget Committee to allocate each year.

COMMITTEE ACTION: Vote on the Needs-Based Budget Workgroup's Proposal

LEAD STAFF: Griffin Kolchakian, Budget and Communications Director

ATTACHMENTS:

1. Jury Quarters 2 and 3 Funding Shortfall Summary
2. Proposed added first tab to the Budget Issues Request Form including the guidelines developed by the Needs-Based Budget Workgroup
3. Living Wage Analysis Workgroup Summary PowerPoint
4. Living Wage Analysis Workgroup Proposal Calculation and Compression Calculation

Jury Reimbursement Summary

County	Total Quarter 2 Costs (Oct.-Dec. '23)	Reimbursement due to lack of available funds	Q2 Shortfall	Total Quarter 3 Costs (Jan.-Mar. '24)	Reimbursement due to lack of available funds	Q3 Shortfall	TOTAL Shortfall
Alachua	\$ 58,165.89	\$ 52,610.77	\$ (5,555.12)	\$ 63,162.88	\$ 50,287.19	\$ (12,875.69)	\$ (18,430.81)
Baker	\$ -	\$ -	\$ -	\$ 47,549.19	\$ 37,856.34	\$ (9,692.85)	\$ (9,692.85)
Bay	\$ 47,209.15	\$ 42,700.45	\$ (4,508.70)	\$ 55,631.73	\$ 44,291.26	\$ (11,340.47)	\$ (15,849.17)
Bradford	\$ 14,174.57	\$ 12,820.83	\$ (1,353.74)	\$ 6,841.87	\$ 5,447.16	\$ (1,394.71)	\$ (2,748.45)
Brevard	\$ 120,947.56	\$ 109,396.49	\$ (11,551.07)	\$ 145,341.95	\$ 115,714.15	\$ (29,627.80)	\$ (41,178.87)
Broward	\$ 222,589.41	\$ 201,331.06	\$ (21,258.35)	\$ 255,761.39	\$ 203,624.70	\$ (52,136.69)	\$ (73,395.04)
Calhoun	\$ 1,988.17	\$ 1,798.29	\$ (189.88)	\$ 2,043.22	\$ 1,626.71	\$ (416.51)	\$ (606.39)
Charlotte	\$ 38,946.79	\$ 35,227.19	\$ (3,719.60)	\$ 44,588.97	\$ 35,499.56	\$ (9,089.41)	\$ (12,809.02)
Citrus	\$ 29,142.19	\$ 26,358.97	\$ (2,783.22)	\$ 30,086.20	\$ 23,953.16	\$ (6,133.04)	\$ (8,916.26)
Clay	\$ 16,845.01	\$ 15,236.23	\$ (1,608.78)	\$ 20,664.13	\$ 16,451.77	\$ (4,212.36)	\$ (5,821.14)
Collier	\$ 56,375.40	\$ 50,991.28	\$ (5,384.12)	\$ 69,289.05	\$ 55,164.55	\$ (14,124.50)	\$ (19,508.62)
Columbia	\$ 16,565.94	\$ 14,983.81	\$ (1,582.13)	\$ 13,890.18	\$ 11,058.68	\$ (2,831.50)	\$ (4,413.62)
DeSoto	\$ 16,695.55	\$ 15,101.05	\$ (1,594.50)	\$ 11,159.06	\$ 8,884.30	\$ (2,274.76)	\$ (3,869.27)
Dixie	\$ 8,093.49	\$ 7,320.52	\$ (772.97)	\$ 10,667.81	\$ 8,493.19	\$ (2,174.62)	\$ (2,947.59)
Duval	\$ 149,827.04	\$ 135,517.85	\$ (14,309.19)	\$ 177,769.15	\$ 141,531.10	\$ (36,238.05)	\$ (50,547.25)
Escambia	\$ 81,735.49	\$ 73,929.36	\$ (7,806.13)	\$ 80,483.27	\$ 64,076.84	\$ (16,406.43)	\$ (24,212.56)
Flagler	\$ 25,313.81	\$ 22,896.22	\$ (2,417.59)	\$ 25,189.32	\$ 20,054.50	\$ (5,134.82)	\$ (7,552.41)
Franklin	\$ 4,240.09	\$ 3,835.14	\$ (404.95)	\$ 8,992.41	\$ 7,159.32	\$ (1,833.09)	\$ (2,238.04)
Gadsden	\$ 10,332.50	\$ 9,345.70	\$ (986.80)	\$ 12,633.77	\$ 10,058.39	\$ (2,575.38)	\$ (3,562.18)
Gilchrist	\$ 1,133.81	\$ 1,025.53	\$ (108.28)	\$ 1,332.88	\$ 1,061.17	\$ (271.71)	\$ (379.99)
Glades	\$ 7,106.30	\$ 6,427.61	\$ (678.69)	\$ 9,257.63	\$ 7,370.47	\$ (1,887.16)	\$ (2,565.84)
Gulf	\$ 8,352.72	\$ 7,555.00	\$ (797.72)	\$ 8,865.35	\$ 7,058.16	\$ (1,807.19)	\$ (2,604.92)
Hamilton	\$ 3,968.83	\$ 3,589.79	\$ (379.04)	\$ 3,833.64	\$ 3,052.16	\$ (781.48)	\$ (1,160.53)
Hardee	\$ 11,421.59	\$ 10,330.77	\$ (1,090.82)	\$ 12,430.64	\$ 9,896.67	\$ (2,533.97)	\$ (3,624.79)
Hendry	\$ 12,987.63	\$ 11,747.25	\$ (1,240.38)	\$ 12,895.23	\$ 10,266.55	\$ (2,628.68)	\$ (3,869.06)
Hernando	\$ 30,164.64	\$ 27,283.77	\$ (2,880.87)	\$ 44,769.22	\$ 35,643.06	\$ (9,126.16)	\$ (12,007.02)
Highlands	\$ 23,749.14	\$ 21,480.98	\$ (2,268.16)	\$ 23,013.18	\$ 18,321.97	\$ (4,691.21)	\$ (6,959.37)
Hillsborough	\$ 125,984.34	\$ 113,952.24	\$ (12,032.10)	\$ 153,832.85	\$ 122,474.19	\$ (31,358.66)	\$ (43,390.77)
Holmes	\$ 2,955.81	\$ 2,673.52	\$ (282.29)	\$ 5,557.06	\$ 4,424.26	\$ (1,132.80)	\$ (1,415.09)
Indian River	\$ 35,928.26	\$ 32,496.94	\$ (3,431.32)	\$ 36,234.17	\$ 28,847.87	\$ (7,386.30)	\$ (10,817.62)
Jackson	\$ 6,348.07	\$ 5,741.80	\$ (606.27)	\$ 8,820.73	\$ 7,022.63	\$ (1,798.10)	\$ (2,404.37)
Jefferson	\$ -	\$ -	\$ -	\$ 9,500.00	\$ 7,563.44	\$ (1,936.56)	\$ (1,936.56)
Lafayette	\$ 462.32	\$ 418.17	\$ (44.15)	\$ 714.93	\$ 569.19	\$ (145.74)	\$ (189.89)
Lake	\$ 65,960.42	\$ 59,660.89	\$ (6,299.53)	\$ 59,001.54	\$ 46,974.14	\$ (12,027.40)	\$ (18,326.94)
Lee	\$ 76,985.81	\$ 69,633.30	\$ (7,352.51)	\$ 65,455.49	\$ 52,112.46	\$ (13,343.03)	\$ (20,695.54)
Leon	\$ 71,402.12	\$ 64,582.88	\$ (6,819.24)	\$ 104,774.92	\$ 83,416.66	\$ (21,358.26)	\$ (28,177.50)

Jury Reimbursement Summary

County	Total Quarter 2 Costs (Oct.-Dec. '23)	Reimbursement due to lack of available funds	Q2 Shortfall	Total Quarter 3 Costs (Jan.-Mar. '24)	Reimbursement due to lack of available funds	Q3 Shortfall	TOTAL Shortfall
Levy	\$ 18,631.78	\$ 16,852.36	\$ (1,779.42)	\$ 23,171.56	\$ 18,448.06	\$ (4,723.50)	\$ (6,502.92)
Liberty	\$ 4,685.27	\$ 4,237.80	\$ (447.47)	\$ 4,643.81	\$ 3,697.17	\$ (946.64)	\$ (1,394.10)
Madison	\$ 5,100.01	\$ 4,612.93	\$ (487.08)	\$ 5,575.04	\$ 4,438.57	\$ (1,136.47)	\$ (1,623.54)
Manatee	\$ 35,887.13	\$ 32,459.74	\$ (3,427.39)	\$ 42,829.14	\$ 34,098.47	\$ (8,730.67)	\$ (12,158.07)
Marion	\$ 56,903.99	\$ 51,469.39	\$ (5,434.60)	\$ 58,769.43	\$ 46,789.34	\$ (11,980.09)	\$ (17,414.69)
Martin	\$ 41,969.57	\$ 37,961.28	\$ (4,008.29)	\$ 57,220.65	\$ 45,556.28	\$ (11,664.37)	\$ (15,672.66)
Miami-Dade	\$ 467,272.98	\$ 422,646.19	\$ (44,626.79)	\$ 437,426.74	\$ 348,257.76	\$ (89,168.98)	\$ (133,795.77)
Monroe	\$ 32,866.47	\$ 29,727.57	\$ (3,138.90)	\$ 54,466.00	\$ 43,363.16	\$ (11,102.84)	\$ (14,241.74)
Nassau	\$ 18,660.91	\$ 16,878.70	\$ (1,782.21)	\$ 18,135.60	\$ 14,438.68	\$ (3,696.92)	\$ (5,479.13)
Okaloosa	\$ 43,136.80	\$ 39,017.03	\$ (4,119.77)	\$ 23,044.32	\$ 18,346.76	\$ (4,697.56)	\$ (8,817.33)
Okeechobee	\$ 24,506.76	\$ 22,166.25	\$ (2,340.51)	\$ 25,828.23	\$ 20,563.17	\$ (5,265.06)	\$ (7,605.57)
Orange	\$ 174,017.11	\$ 157,397.65	\$ (16,619.46)	\$ 186,339.50	\$ 148,354.39	\$ (37,985.11)	\$ (54,604.57)
Osceola	\$ 72,029.47	\$ 65,150.31	\$ (6,879.16)	\$ 99,703.96	\$ 79,379.41	\$ (20,324.55)	\$ (27,203.70)
Palm Beach	\$ 212,696.43	\$ 192,382.91	\$ (20,313.52)	\$ 198,947.81	\$ 158,392.51	\$ (40,555.30)	\$ (60,868.82)
Pasco	\$ 94,530.79	\$ 85,502.65	\$ (9,028.14)	\$ 87,796.85	\$ 69,899.56	\$ (17,897.29)	\$ (26,925.43)
Pinellas	\$ 173,126.38	\$ 156,591.99	\$ (16,534.39)	\$ 208,215.59	\$ 165,771.06	\$ (42,444.53)	\$ (58,978.92)
Polk	\$ 130,316.24	\$ 117,870.42	\$ (12,445.82)	\$ 181,772.90	\$ 144,718.69	\$ (37,054.21)	\$ (49,500.03)
Putnam	\$ 28,420.05	\$ 25,705.80	\$ (2,714.25)	\$ 31,137.04	\$ 24,789.79	\$ (6,347.25)	\$ (9,061.50)
Santa Rosa	\$ 58,273.43	\$ 52,708.04	\$ (5,565.39)	\$ 58,652.60	\$ 46,696.33	\$ (11,956.27)	\$ (17,521.66)
Sarasota	\$ 97,686.98	\$ 88,357.41	\$ (9,329.57)	\$ 106,958.50	\$ 85,155.12	\$ (21,803.38)	\$ (31,132.95)
Seminole	\$ 62,777.42	\$ 56,781.88	\$ (5,995.54)	\$ 55,167.64	\$ 43,921.77	\$ (11,245.87)	\$ (17,241.41)
St. Johns	\$ 27,935.97	\$ 25,267.95	\$ (2,668.02)	\$ 26,828.47	\$ 21,359.51	\$ (5,468.96)	\$ (8,136.97)
St. Lucie	\$ 67,429.87	\$ 60,990.00	\$ (6,439.87)	\$ 87,847.43	\$ 69,939.82	\$ (17,907.61)	\$ (24,347.48)
Sumter	\$ 31,040.51	\$ 28,075.99	\$ (2,964.52)	\$ 35,291.44	\$ 28,097.32	\$ (7,194.12)	\$ (10,158.64)
Suwannee	\$ 8,409.25	\$ 7,606.13	\$ (803.12)	\$ 9,462.25	\$ 7,533.38	\$ (1,928.87)	\$ (2,731.99)
Taylor	\$ 2,816.73	\$ 2,547.72	\$ (269.01)	\$ 3,556.46	\$ 2,831.48	\$ (724.98)	\$ (993.99)
Union	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Volusia	\$ 65,170.45	\$ 58,946.36	\$ (6,224.09)	\$ 84,535.96	\$ 67,303.39	\$ (17,232.57)	\$ (23,456.65)
Wakulla	\$ 10,555.96	\$ 9,547.82	\$ (1,008.14)	\$ 9,834.01	\$ 7,829.36	\$ (2,004.65)	\$ (3,012.80)
Walton	\$ 17,322.01	\$ 15,667.68	\$ (1,654.33)	\$ 15,111.47	\$ 12,031.01	\$ (3,080.46)	\$ (4,734.79)
Washington	\$ 10,509.53	\$ 9,505.82	\$ (1,003.71)	\$ 11,863.00	\$ 9,444.74	\$ (2,418.26)	\$ (3,421.97)
Total	\$ 3,498,786.11	\$ 3,164,635.41	\$ (334,150.70)	\$ 3,892,168.41	\$ 3,098,754.00	\$ (793,414.41)	\$ (1,127,565.11)

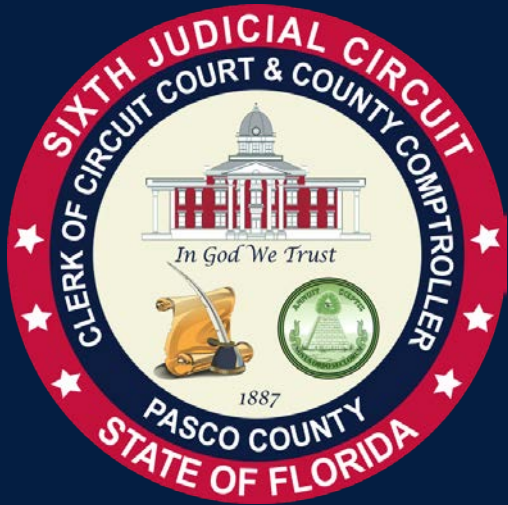
90.45%

79.62%

SUBMISSION GUIDELINES:

As the CCOC Budget Committee and Executive Council play a role in approving the clerks' Needs-Based Budget as well as the Revenue-Limited Budget, budget issue requests should be justified. The justification should include sufficient detail to inform the reader that the request is a reasonable need. A thoughtful review of your office's needs should be conducted prior to requesting a budget issue. For example, please consider and answer the following when submitting your request:

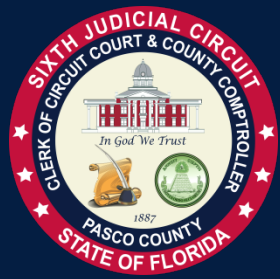
- **Salaries** – If your staff pay is inadequate or behind compared to any of the following factors, you should submit a budget issue request for pay equity:
 - a) Like employees with other constitutionals in your county, BCC employees, and court administration.
 - b) The living wage in your county (see: <https://livingwage.mit.edu/states/12>). Make sure you consider the additional costs due to compression issues when implementing a living wage for your entry-level positions.
- **Health Insurance** – If your employee health insurance coverage is behind compared to any of the following groups, you should submit a budget issue request:
 - a) Like employees with other constitutionals in your county, BCC employees, and court administration.
 - b) State employees (2023 State of Florida employer and employee rates outlined on page 469: https://laws.flrules.org/files/Ch_2023-239.pdf).
- **Florida Retirement System (FRS)** – See the FRS calculation tool with the updated FRS rates for each position class (<https://flccoc.org/clerks-budget/>):
 - a) If the FRS increased costs are provided in the Base Budget, only request additional funding needed over this calculated amount and provide justification for these costs.
- **Resources** – If you do not have adequate resources in any of the following areas, you should submit an issue request:
 - a) Are you properly staffed for your compliance and collection efforts?
 - b) Are you having issues meeting your timeliness standards due to lack of staffing?
 - c) Are you having issues with quality control due to lack of staffing? For example, are you having jail overstays and other related issues? Do you need resources to address an audit finding from DFS or another auditor?
 - d) Does your office have adequate staffing and/or resources to perform all the various statutorily-required duties? Make sure you consider any recent or planned AO, court order, or rule changes.
 - e) Will your office need to add additional resources to support new judges being added?
- **Funding from other sources** – If you are receiving funding from other sources (BCC, recording revenue, grants, etc.) to cover your court-related expenses, you should submit a budget issue request to replace the funding.
- **Allowable expenditures** – See the DFS allowable expenditures document published in 2021 as a reference: flccoc.org/uploads/2021/DFS-allowable-and-unallowable-expenditures.pdf.



Office of Nikki Alvarez-Sowles, Esq. Pasco County Clerk & Comptroller

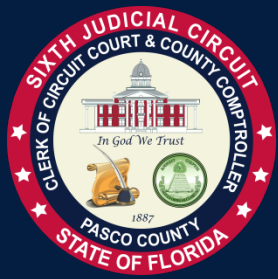
LIVING WAGE WORKGROUP

Nikki Alvarez-Sowles, Esq.
May 8, 2024



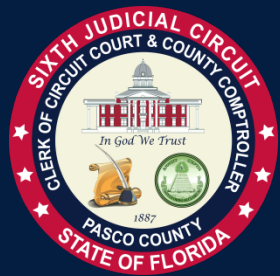
WORKGROUP MEMBERS

- Lead by Clerk Alvarez-Sowles
- CCOC staff support, Griffin Kolchakian
- Workgroup Members
 - 1 Union, Clerk Kellie Rhoades
 - 4 Citrus, Kelly Ferguson
 - 4 Martin, Ana Portilla
 - 5 Collier, Keith Aversa
 - 5 Collier, Michael Netti
 - 6 Pasco, Heather Grimes
 - 7 Volusia, Beverly Ware
 - 8 Miami-Dade, Liza Saboya-Fernandez
 - 8 Orange, Jessica Padilla
 - 8 Palm Beach, Rita Rodriguez



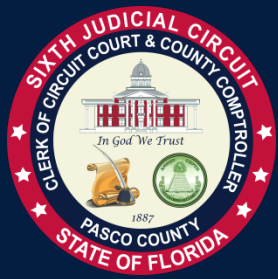
WORKGROUP PURPOSE

- Develop a funding allocation methodology based on the MIT (Massachusetts Institute of Technology) Living Wage model to:
 - Implement a living rate
 - Address compression
- Methodology could be used to distribute additional funding statewide and would be updated annually after MIT publishes their living wage data
- Provide CCOC options for implementation



WORKGROUP PURPOSE

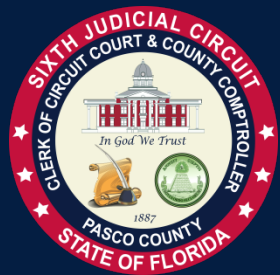
- Looked at the following for each county:
 - MIT Living Wage
 - Pay rate of all positions
 - # of positions above/below MIT Living Wage
 - Anomalies found in operational budgets
- Did not look at office staffing levels, job descriptions, or HR policies and procedures related to hiring or promotion



LIVING WAGE MODEL

- MIT's Living Wage Calculator estimates the living wage that a full-time worker requires to cover or support the costs of their basic needs where they live and not require social services.
- LW Calculator updated annually (~April 1)

Component	Data Date	Source
Childcare	2023; 2020	U.S. Department of Labor, Women's Bureau, National Database of Childcare Prices (2016-2018) ; Child Care Aware, Demanding Change: Repairing Our Childcare System (Appendices)
Food	June 2023	USDA Food Plans: Cost of Food Reports
Health Care	2022	<i>Health Insurance Premiums: Medical Expenditure Panel Survey Health Insurance Component Analytical Tool (MEPSnet/IC)</i>
	2022	<i>Out-of-Pocket Medical Expenses: U.S. Bureau of Labor Statistics Consumer Expenditure Survey, Table 1400 (Drugs; Medical services; and Medical supplies)</i>
Housing	October 2023	U.S. Department of Housing and Urban Development Fair Market Rents (40th Percentile Rents)
Internet & Mobile	2020	BroadbandNow United States County Broadband Statistics for 2020
	2022	U.S. Bureau of Labor Statistics Consumer Expenditure Survey, Table 1400 (Cellular phone service)
Transportation	2022; 2019	U.S. Bureau of Labor Statistics Consumer Expenditure Survey, Table 1400 (Cars and trucks (used); Gasoline and motor oil; Other vehicle expenses; and Public transportation); Center for Neighborhood Technology, H&T Index
Civic Engagement	2022	U.S. Bureau of Labor Statistics Consumer Expenditure Survey, Table 1400 (Entertainment: fees and admissions; Audio and visual equipment and services; Pets; Toys, hobbies, and playground equipment; Entertainment: other supplies, equip., & services; Reading; and Education)
Other Necessities	2022	U.S. Bureau of Labor Statistics Consumer Expenditure Survey, Table 1400 (Apparel and services; Housekeeping supplies; Personal care products and services; Household furnishings and equipment; and Miscellaneous household equipment)
Income and Payroll Taxes	2023	National Bureau of Economic Research, TAXSIM (v35)



LIVING WAGE MODEL

FAMILY BUDGET AND LIVING WAGE CALCULATION

Calculating the actual hourly living wage for each county and each family type is a four step process, summarized in the figure below.

1

Calculate an annual family budget

Sum together the cost of basic needs to arrive at the annual family budget needed to cover typical expenses

(food + childcare + health care + housing + transportation + civic engagement + broadband + other necessities)

= Annual Family Budget

2

Identify the additional cost of income and payroll taxes^①

Using **NBER TAXSIM**, calculate the federal and state income and payroll tax liability, dividing by two to account for just the employee's portion

(Annual Family Budget x (FICA ÷ 2))

= Federal and State Income & Payroll Taxes

3

Divide by the number of working adults

Assume that both adults in a two worker family contribute equally

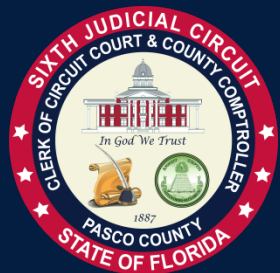
Working Adults

4

Generate an hourly living wage

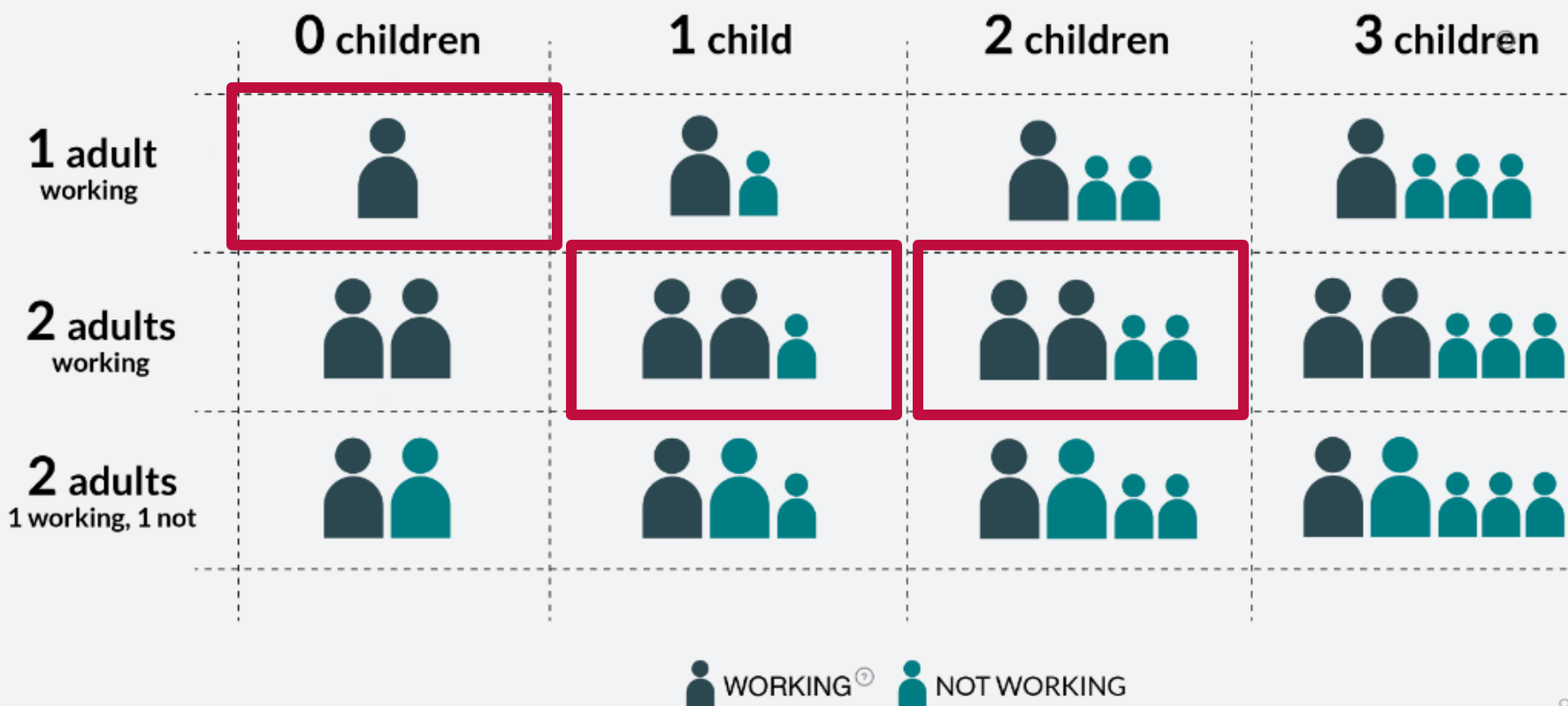
Assume that the worker is full-time at 40 hours per week for 52 weeks per year

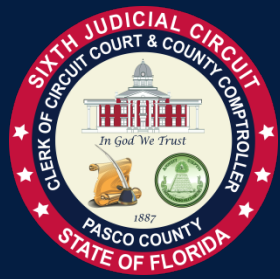
2,080 hours



LIVING WAGE MODEL

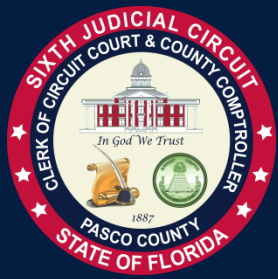
12 Family Types considered in model:





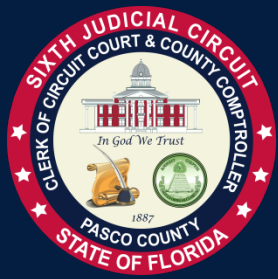
LIVING WAGE MODEL - SAMPLES

County	Peer Group	Living Wage For Single Adult (No Children)	Living Wage For Two Adults + 1 Child	Living Wage For Two Adults + 2 Children
Union	1	\$15.31	\$17.15	\$21.63
Citrus	4	\$15.61	\$18.13	\$22.95
Martin	5	\$17.63	\$19.85	\$25.20
Collier	6	\$18.52	\$21.00	\$26.42
Pasco	6	\$18.08	\$19.88	\$25.02
Volusia	7	\$16.03	\$18.93	\$23.86
Miami-Dade	8	\$18.92	\$20.73	\$25.57
Orange	8	\$18.85	\$20.24	\$25.46
Palm Beach	8	\$18.12	\$21.30	\$27.04



LIVING WAGE MODEL - SAMPLES

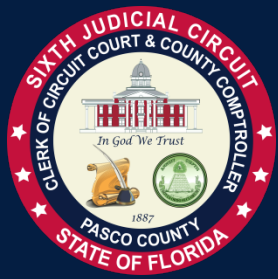
County	Peer Group	Living Wage For Single Adult (No Children)	Living Wage For Two Adults + 1 Child	Living Wage For Two Adults + 2 Children
Union	1	\$17.78	\$16.93	\$20.07
Citrus	4	\$18.53	\$17.69	\$21.58
Martin	4*	\$22.31	\$20.96	\$25.43
Collier	5*	\$23.13	\$22.17	\$26.99
Pasco	6	\$22.40	\$20.54	\$25.03
Volusia	7	\$19.38	\$18.98	\$23.09
Miami-Dade	8	\$24.26	\$21.92	\$25.95
Orange	8	\$24.11	\$21.16	\$25.50
Palm Beach	8	\$23.97	\$22.79	\$27.76
* Reflects new peer group				



LIVING WAGE INSTITUTE PRESENTATION

- **April 10, 2024, presentation by the Living Wage Institute regarding the changes to the 2024 LW rates:**

<https://www.youtube.com/watch?v=C2XxSz074V0>

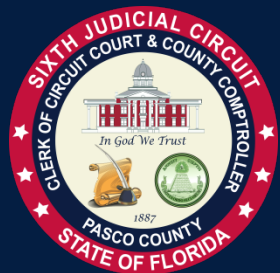


LW RATE – COST TO IMPLEMENT

The statewide cost to bring all FTEs below the LW rate to the LW rate in each Clerks' Office is:

\$29,620,475

See column O in PDF



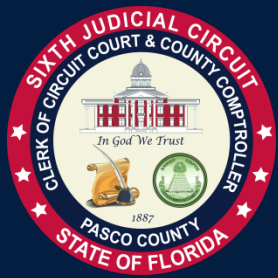
ADJUSTED LW RATE DISTRIBUTION RECOMMENDATIONS

- If not enough funds to fully implement the LW Rate, apply a fixed % of the LW rate for each office
 - Provides consistency across all offices
 - If CCOC prefers to use a flat \$ amount, the % can be adjusted to meet that \$ amount
 - Provides a new starting wage rate for future year

Example: Clerk Office A

LW Rate is \$20.00 @ 90% Adjusted LW is \$18.00

See column T in PDF.

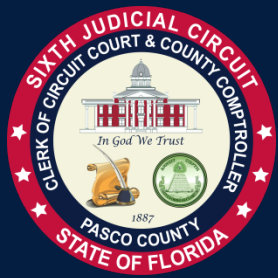


RECOMMENDATION – FUTURE YEARS

Clerk Office A is given funding to increase wages to \$18/hr but only increases wages to \$16/hr. How would CCOC calculate additional funding for Clerk Office A in FY 25-26?

Example Clerk Office A - FY 24/25	Hourly Rates
MIT LW	\$ 20.00
Adjusted LW (90% of MIT LW)	\$ 18.00
Example Clerk Office A - FY 25/26	Hourly Rates
Rate Office decided to increase wages to after funding provided	\$ 16.00
New Adjusted LW	\$ 20.00
Difference between new adjusted LW and prior year adjusted LW	\$ 2.00

Recommendation – Fund the difference between what CCOC funded Clerk Office A in FY24/25 (\$18/hr) and the new funding rate in FY25/26 (\$20/hr).

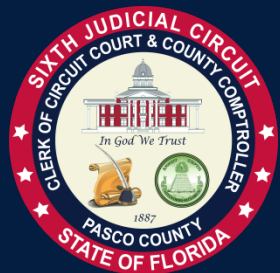


COMPRESSION MODEL RECOMMENDATION

For all positions not affected by the LW calculation, apply a compression hourly rate.

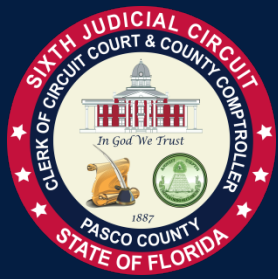
Compression Hourly Rate Steps:

1. For all positions below the (adjusted) living wage in each county, calculate the difference between the average hourly rate and the (adjusted) living wage to get the compression hourly rate. **See column W in PDF.**
2. Discretionary - Apply a determined % to the compression hourly rate to get a reduced rate.
3. Apply the (reduced) compression hourly rate all FTEs above the (adjusted) LW rate. This will provide the Compression Cost. **See column X in PDF.**



COMPRESSION MODEL RECOMMENDATION - EXAMPLE

Example Clerk Office A has 35 positions below the adjusted LW	Hourly Rates
MIT LW	\$ 20.00
Adjusted LW (90% of MIT LW)	\$ 18.00
Lowest Paid Position	\$ 14.00
Average wage of all positions below the adjusted LW	\$ 16.85
Difference between lowest paid position and adjusted LW (total adjusted LW difference)	\$ 4.00
Difference between average wage below the adjusted LW and the adjusted LW (average adjusted LW difference)	\$ 1.15
Example Clerk Office A has 76 positions above the adjusted LW	Hourly Rates
Apply the total adjusted LW difference to all position above the adjusted LW	\$ 632,320.00
Apply the average adjusted LW difference to all positions above the adjusted LW	\$ 181,792.00

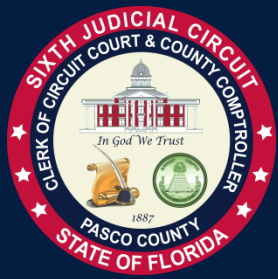


COMPRESSION MODEL RECOMMENDATION

If not enough funds to fully implement Compression, distribute a fixed \$ amount by % of the Statewide Compression Cost.

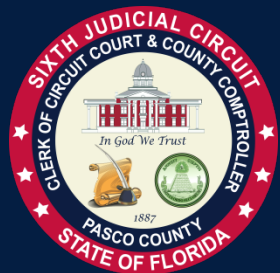
Optional Steps:

4. Add together all Offices' Compression Cost. This gives you the Statewide Compression Cost. **See Cell X6 in PDF.**
5. Calculate each offices % of Statewide Compression Cost.
6. Distribute a determined fixed dollar amount based on each Office's % of Statewide Compression Cost. **See column Y in PDF.**



OUTSIDE OF SCOPE BUT IMPORTANT TO NOTE

1. Improve instructions for fields in the Operational Budget. Define what each field means.
2. Standardize field options to provide easier data analysis.
3. Capture years of service in position and in office.
4. Capture grade level of each position.



REVIEW MODELS



- **LW Rate Model**
- **Adjusted LW Rate Model**
- **Compression Model**

	A	B	D	E	F	G	H	I	J	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	
1																											
3	Living Wage Workgroup Proposal																										
4											Living Wage Impact			Adjusted Living Wage Impact						Compression Impact							
5														INPUT->						80.585%							
6											\$ Impact ->			\$ 29,620,475						\$ 5,000,057							
7											Col. M - H			FTE hourly rates below LW minus LW * annual hours worked						Col. M * Cell T4							
8	County	Peer Group	Total Positions (excl. COC)	Total Court-side FTE	Court-side FTEs below LW	All other Court FTEs	Lowest Hourly Rate	FTEs at lowest hourly rate	Diff. LW vs. Lowest wage	MIT Living Wage - Single, No Child	# of FTE's below MIT LW	Cost to bring to LW	80.585% of MIT Living Wage - Adjusted LW Rate	# of FTE's below the Adjusted LW Rate	Diff. b/w Adjusted LW and Average Hourly Rates of FTE's below the Adjusted LW	Impact to go to 80.585% of the LW Rate by county - Salary only	# of FTEs above the Adjusted Living Wage	Compression Hourly Rate.	Compression Cost	Optional Fixed \$ Amount allocated by % of the statewide compression cost.	Total Proposed Impact w/ Compression	Total Proposed Impact w/ Optional Compression					
9	Calhoun	1	10.00	6.31	1.64	4.66	\$ 16.32	1.00	\$ 2.55	\$ 18.87	1.64	\$ 6,683	\$ 15.21	-	\$ -	\$ -	6.31	-	\$ -	\$ -	\$ -	\$ -					
10	Lafayette	1	5.00	2.91	1.06	1.85	\$ 17.40	0.55	\$ 2.78	\$ 20.18	1.06	\$ 5,738	\$ 16.26	-	\$ -	\$ -	2.91	-	\$ -	\$ -	\$ -	\$ -					
11	Liberty	1	5.00	4.89	1.00	3.89	\$ 18.50	1.00	\$ 0.24	\$ 18.74	1.00	\$ 499	\$ 15.10	-	\$ -	\$ -	4.89	-	\$ -	\$ -	\$ -	\$ -					
12	Union	1	-	-	-	-	\$ -	-	\$ -	\$ 17.78	-	\$ -	\$ 14.33	-	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -					
13	Baker	2	-	-	-	-	\$ -	-	\$ 19.45	\$ 19.45	-	\$ -	\$ 15.67	-	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -					
14	Dixie	2	12.00	7.85	5.50	2.35	\$ 14.00	2.50	\$ 3.69	\$ 17.69	5.50	\$ 34,726	\$ 14.26	2.50	\$ 0.26	\$ 1,352	5.35	0.26	\$ 2,843	\$ 1,251	\$ 4,195	\$ 2,603					
15	Franklin	2	17.00	10.02	2.47	7.56	\$ 13.00	1.00	\$ 4.96	\$ 17.96	2.47	\$ 11,994	\$ 14.47	0.51	\$ 1.47	\$ 1,469	9.51	1.47	\$ 27,324	\$ 12,021	\$ 28,793	\$ 13,490					
16	Gilchrist	2	13.00	9.48	1.98	7.50	\$ 18.00	1.98	\$ 0.56	\$ 18.56	1.98	\$ 2,306	\$ 14.96	-	\$ -	\$ -	9.48	-	\$ -	\$ -	\$ -	\$ -					
17	Glades	2	12.00	7.97	4.15	3.82	\$ 17.00	2.00	\$ 2.20	\$ 19.20	4.15	\$ 17,040	\$ 15.47	-	\$ -	\$ -	7.97	-	\$ -	\$ -	\$ -	\$ -					
18	Gulf	2	17.00	6.80	4.10	2.70	\$ 17.00	-	\$ 3.51	\$ 20.51	4.10	\$ 21,120	\$ 16.53	-	\$ -	\$ -	6.80	-	\$ -	\$ -	\$ -	\$ -					
19	Hamilton	2	9.00	8.50	4.00	4.50	\$ 17.00	1.00	\$ 1.08	\$ 18.08	4.00	\$ 4,701	\$ 14.57	-	\$ -	\$ -	8.50	-	\$ -	\$ -	\$ -	\$ -					
20	Holmes	2	12.00	8.30	5.78	2.51	\$ 13.50	0.70	\$ 5.29	\$ 18.79	5.78	\$ 40,229	\$ 15.14	2.88	\$ 0.85	\$ 5,629	5.42	0.85	\$ 7,462	\$ 3,283	\$ 13,091	\$ 8,912					
21	Jefferson	2	-	-	-	-	\$ -	-	\$ 19.09	\$ 19.09	-	\$ -	\$ 15.38	-	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	\$ -					
22	Taylor	2	10.00	8.60	1.00	7.60	\$ 16.00	1.00	\$ 2.14	\$ 18.14	1.00	\$ 4,451	\$ 14.62	-	\$ -	\$ -	8.60	-	\$ -	\$ -	\$ -	\$ -					
23	Washington	2	16.00	11.00	2.90	8.10	\$ 16.35	0.30	\$ 2.25	\$ 18.60	2.90	\$ 5,095	\$ 14.99	-	\$ -	\$ -	11.00	-	\$ -	\$ -	\$ -	\$ -					
24	Bradford	3	17.00	13.34	3.70	9.64	\$ 15.75	1.95	\$ 2.96	\$ 18.71	3.70	\$ 13,822	\$ 15.08	-	\$ -	\$ -	13.34	-	\$ -	\$ -	\$ -	\$ -					
25	DeSoto	3	14.00	11.49	1.59	9.90	\$ 12.00	0.50	\$ 6.58	\$ 18.58	1.59	\$ 12,614	\$ 14.97	0.91	\$ 2.22	\$ 3,562	10.58	2.22	\$ 48,890	\$ 21,509	\$ 52,453	\$ 25,071					
26	Gadsden	3	30.00	22.76	10.60	12.16	\$ 15.06	1.00	\$ 3.81	\$ 18.87	10.60	\$ 43,267	\$ 15.21	1.00	\$ 0.15	\$ 317	21.76	0.15	\$ 6,730	\$ 2,961	\$ 7,047	\$ 3,278					
27	Hardee	3	14.00	11.65	3.00	8.65	\$ 14.88	1.00	\$ 3.50	\$ 18.38	3.00	\$ 13,458	\$ 14.81	-	\$ -	\$ -	11.65	-	\$ -	\$ -	\$ -	\$ -					
28	Hendry	3	24.00	17.63	10.02	7.61	\$ 15.00	7.64	\$ 3.57	\$ 18.57	10.02	\$ 62,724	\$ 14.96	-	\$ -	\$ -	17.63	-	\$ -	\$ -	\$ -	\$ -					
29	Jackson	3	21.00	19.10	7.90	11.20	\$ 14.86	4.00	\$ 3.26	\$ 18.12	7.90	\$ 39,002	\$ 14.60	-	\$ -	\$ -	19.10	-	\$ -	\$ -	\$ -	\$ -					
30	Levy	3	20.00	13.89	-	13.89	\$ 19.05	2.00	\$ (1.12)	\$ 17.93	-	\$ -	\$ 14.45	-	\$ -	\$ -	13.89	-	\$ -	\$ -	\$ -	\$ -					
31	Madison	3	11.00	9.00	4.90	4.10	\$ 15.60	2.00	\$ 2.89	\$ 18.49	4.90	\$ 26,620	\$ 14.90	-	\$ -	\$ -	9.00	-	\$ -	\$ -	\$ -	\$ -					
32	Okeechobee	3	25.00	22.97	14.06	8.91	\$ 15.00	3.00	\$ 4.02	\$ 19.02	14.06	\$ 55,960	\$ 15.33	3.75	\$ 0.25	\$ 1,884	19.22	0.25	\$ 9,555	\$ 4,204	\$ 11,439	\$ 6,088					
33	Suwannee	3	30.00	21.53	7.03	14.50	\$ 13.25	1.00	\$ 5.55	\$ 18.80	7.03	\$ 43,531	\$ 15.15	2.73	\$ 0.69	\$ 3,198	18.80	0.69	\$ 26,851	\$ 11,813	\$ 30,049	\$ 15,011					
34	Wakulla	3	17.00	10.90	7.11	3.79	\$ 15.75	1.00	\$ 4.67	\$ 20.42	7.11	\$ 42,724	\$ 16.46	3.10	\$ 0.55	\$ 3,568	7.80	0.55	\$ 8,950	\$ 3,938	\$ 12,519	\$ 7,506					
35	Citrus	4	81.00	67.47	27.91	39.56	\$ 15.35	1.00	\$ 3.18	\$ 18.53	27.91	\$ 114,470	\$ 14.93	-	\$ -	\$ -	67.47	-	\$ -	\$ -	\$ -	\$ -					
36	Columbia	4	25.00	23.00	14.50	8.50	\$ 15.50	4.00	\$ 3.23	\$ 18.73	14.50	\$ 64,430	\$ 15.09	-	\$ -	\$ -	23.00	-	\$ -	\$ -	\$ -	\$ -					
37	Flagler	4	39.00	28.35	14.22	14.13	\$ 16.32	1.00	\$ 4.84	\$ 21.16	14.22	\$ 68,166	\$ 17.05	1.00	\$ 0.73	\$ 1,515	27.35	0.73	\$ 41,551	\$ 18,280	\$ 43,066	\$ 19,795					
38	Highlands	4	50.00	32.81	9.50	23.31	\$ 14.00	1.00	\$ 4.02	\$ 18.02	9.50	\$ 28,578	\$ 14.52	1.00	\$ 0.52	\$ 1,082	31.81	0.52	\$ 34,499	\$ 15,178	\$ 35,581	\$ 16,259					
39	Indian River	4	56.00	50.11	20.52	29.60	\$ 12.00	2.00	\$ 7.99	\$ 19.99	20.52	\$ 139,705	\$ 16.11	8.23	\$ 1.67	\$ 16,766	41.89	1.67	\$ 142,200	\$ 62,560	\$ 158,966	\$ 79,326					
40	Martin	4	74.00	47.72	32.65	15.07	\$ 15.00	1.95	\$ 7.31	\$ 22.31	32.65	\$ 335,103	\$ 17.98	24.30	\$ 1.46	\$ 78,102	23.42	1.46	\$ 69,010	\$ 30,360	\$ 147,112	\$ 108,462					

	A	B	D	E	F	G	H	I	J	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB
7									Col. M - H				FTE hourly rates below LW minus LW * annual hours worked		Col. M * Cell T4		Diff. Col. Q less FTE hourly rate average by county		Col. S * annual hours worked * Col. R		Cell X4 * Col. S Hourly rate increase for those above the adjusted living Wage		Cell X4 * Col. S * annual hours worked * # of FTEs above adjusted LW	Sum Col. X, divide each office's compression cost into it, get % of statewide compression cost. Apply each office's % to the flat \$ amount.	Col. T + X	Col. T + Y
8	County	Peer Group	Total Positions (excl. COC)	Total Court-side FTE	Court-side FTEs below LW	All other Court FTEs	Lowest Hourly Rate	FTEs at lowest hourly rate	Diff. LW vs. Lowest wage	MIT Living Wage - Single, No Child	# of FTE's below MIT LW	Cost to bring to LW	80.585% of MIT Living Wage - Adjusted LW Rate	# of FTE's below the Adjusted LW Rate	Diff. b/w Adjusted LW and Average Hourly Rates of FTE's below the Adjusted LW	Impact to go to 80.585% of the LW Rate by county - Salary only	# of FTEs above the Adjusted Living Wage	Compression Hourly Rate.	Compression Cost	Optional Fixed \$ Amount allocated by % of the statewide compression cost.	Total Proposed Impact w/ Compression	Total Proposed Impact w/ Optional Compression				
41	Nassau	4	35.00	27.09	19.17	7.92	\$ 16.22	9.10	\$ 5.38	\$ 21.60	19.17	\$ 165,645	\$ 17.41	13.22	\$ 0.97	\$ 24,678	13.88	0.97	\$ 26,179	\$ 11,517	\$ 50,857	\$ 36,195				
42	Putnam	4	42.00	31.93	9.00	22.93	\$ 15.90	1.00	\$ 1.59	\$ 17.49	9.00	\$ 15,902	\$ 14.09	-	\$ -	\$ -	31.93	-	\$ -	\$ -	\$ -	\$ -				
43	Sumter	4	36.00	34.75	8.75	26.00	\$ 15.00	2.00	\$ 4.38	\$ 19.38	8.75	\$ 49,236	\$ 15.62	2.00	\$ 0.62	\$ 2,579	32.75	0.62	\$ 39,487	\$ 17,372	\$ 42,066	\$ 19,951				
44	Walton	4	28.00	26.10	14.00	12.10	\$ 17.14	5.00	\$ 3.90	\$ 21.04	14.00	\$ 75,723	\$ 16.96	-	\$ 10.56	\$ -	26.10	10.56	\$ 551,060	\$ 242,436	\$ 551,060	\$ 242,436				
45	Alachua	5	84.00	78.94	29.60	49.34	\$ 16.06	3.00	\$ 4.41	\$ 20.47	29.60	\$ 145,549	\$ 16.50	6.10	\$ 0.37	\$ 4,786	72.84	0.37	\$ 55,357	\$ 24,354	\$ 60,144	\$ 29,140				
46	Charlotte	5	61.00	53.56	28.51	25.05	\$ 15.56	7.51	\$ 4.56	\$ 20.12	28.51	\$ 167,044	\$ 16.21	10.51	\$ 0.53	\$ 11,305	43.05	0.53	\$ 47,169	\$ 20,752	\$ 58,474	\$ 32,057				
47	Clay	5	64.00	54.29	27.05	27.24	\$ 16.12	1.00	\$ 6.33	\$ 22.45	27.05	\$ 212,141	\$ 18.09	12.80	\$ 0.78	\$ 20,295	41.49	0.78	\$ 67,502	\$ 29,697	\$ 87,797	\$ 49,992				
48	Collier	5	109.00	91.60	40.40	51.20	\$ 17.69	1.00	\$ 5.44	\$ 23.13	40.40	\$ 114,955	\$ 18.64	1.00	\$ 0.95	\$ 1,971	90.60	0.95	\$ 178,477	\$ 78,520	\$ 180,448	\$ 80,491				
49	Hernando	5	75.00	55.96	29.43	26.54	\$ 15.14	0.60	\$ 6.22	\$ 21.36	29.43	\$ 186,009	\$ 17.21	10.66	\$ 0.85	\$ 15,965	45.30	0.85	\$ 75,679	\$ 33,295	\$ 91,645	\$ 49,260				
50	Monroe	5	57.00	53.16	19.50	33.66	\$ 22.05	10.00	\$ 2.59	\$ 24.64	19.50	\$ 70,086	\$ 19.86	-	\$ -	\$ -	53.16	-	\$ -	\$ -	\$ -	\$ -				
51	Okaloosa	5	74.00	50.12	22.20	27.92	\$ 16.12	2.88	\$ 6.07	\$ 22.19	22.20	\$ 165,983	\$ 17.88	7.68	\$ 1.26	\$ 20,156	42.45	1.26	\$ 111,608	\$ 49,101	\$ 131,764	\$ 69,257				
52	Saint Johns	5	71.00	61.05	41.70	19.35	\$ 15.02	2.00	\$ 9.36	\$ 24.38	41.70	\$ 319,312	\$ 19.65	12.00	\$ 1.24	\$ 32,779	49.05	1.24	\$ 126,611	\$ 55,702	\$ 159,390	\$ 88,481				
53	Santa Rosa	5	65.00	61.51	33.59	27.92	\$ 17.34	8.00	\$ 4.74	\$ 22.08	33.59	\$ 232,884	\$ 17.79	8.00	\$ 0.45	\$ 7,488	53.51	0.45	\$ 50,438	\$ 22,190	\$ 57,926	\$ 29,678				
54	Bay	6	62.00	60.62	47.54	13.08	\$ 14.88	1.00	\$ 7.25	\$ 22.13	47.54	\$ 289,840	\$ 17.83	11.00	\$ 0.80	\$ 18,281	49.62	0.80	\$ 82,818	\$ 36,436	\$ 101,099	\$ 54,716				
55	Brevard	6	210.00	189.36	119.83	69.53	\$ 12.55	9.00	\$ 7.73	\$ 20.28	119.83	\$ 985,531	\$ 16.34	65.96	\$ 1.85	\$ 250,469	123.40	1.85	\$ 474,813	\$ 208,891	\$ 725,282	\$ 459,361				
56	Escambia	6	117.00	110.35	55.02	55.33	\$ 14.00	1.00	\$ 6.00	\$ 20.00	55.02	\$ 274,426	\$ 16.12	6.76	\$ 0.77	\$ 10,975	103.59	0.77	\$ 157,237	\$ 69,175	\$ 168,212	\$ 80,150				
57	Lake	6	120.00	100.32	66.56	33.76	\$ 10.90	0.14	\$ 11.75	\$ 22.65	66.56	\$ 753,755	\$ 18.25	48.56	\$ 2.45	\$ 221,556	51.76	2.45	\$ 263,762	\$ 116,040	\$ 485,318	\$ 337,597				
58	Leon	6	123.00	88.65	59.03	29.62	\$ 16.00	27.15	\$ 4.99	\$ 20.99	59.03	\$ 459,519	\$ 16.91	33.32	\$ 0.72	\$ 50,043	55.33	0.72	\$ 82,444	\$ 36,271	\$ 132,487	\$ 86,314				
59	Manatee	6	103.00	92.77	67.03	25.74	\$ 15.60	6.00	\$ 5.56	\$ 21.16	67.03	\$ 533,519	\$ 17.05	36.50	\$ 0.93	\$ 67,920	56.26	0.93	\$ 108,583	\$ 47,771	\$ 176,503	\$ 115,690				
60	Marion	6	122.00	115.87	87.50	28.37	\$ 15.00	5.00	\$ 4.33	\$ 19.33	87.50	\$ 516,635	\$ 15.58	43.00	\$ 0.31	\$ 28,163	72.87	0.31	\$ 46,113	\$ 20,287	\$ 74,276	\$ 48,450				
61	Osceola	6	145.00	109.68	92.08	17.60	\$ 16.50	5.00	\$ 7.90	\$ 24.40	92.08	\$ 947,596	\$ 19.66	56.28	\$ 1.56	\$ 180,096	53.40	1.56	\$ 173,035	\$ 76,126	\$ 353,132	\$ 256,222				
62	Pasco	6	268.00	193.85	122.14	71.71	\$ 17.00	23.85	\$ 5.40	\$ 22.40	122.14	\$ 864,455	\$ 18.05	55.74	\$ 0.63	\$ 70,662	138.11	0.63	\$ 170,991	\$ 75,226	\$ 241,653	\$ 145,889				
63	Saint Lucie	6	103.00	94.42	63.86	30.57	\$ 15.55	5.00	\$ 6.40	\$ 21.95	63.86	\$ 508,250	\$ 17.69	29.40	\$ 0.79	\$ 49,137	65.02	0.79	\$ 106,274	\$ 46,755	\$ 155,411	\$ 95,891				
64	Sarasota	6	147.00	108.60	51.52	57.08	\$ 18.90	0.94	\$ 3.27	\$ 22.17	51.52	\$ 200,204	\$ 17.87	-	\$ -	\$ -	108.60	-	\$ -	\$ -	\$ -	\$ -				
65	Seminole	6	141.00	121.23	81.51	39.72	\$ 16.00	1.00	\$ 8.05	\$ 24.05	81.51	\$ 803,462	\$ 19.38	41.26	\$ 2.01	\$ 168,904	79.97	2.01	\$ 334,902	\$ 147,338	\$ 503,806	\$ 316,243				
66	Duval	7	257.00	241.40	110.94	130.46	\$ 16.27	2.00	\$ 5.09	\$ 21.36	110.94	\$ 715,228	\$ 17.21	12.79	\$ 0.90	\$ 23,476	228.61	0.90	\$ 428,018	\$ 188,304	\$ 451,494	\$ 211,780				
67	Lee	7	209.00	178.79	67.34	111.45	\$ 16.00	1.00	\$ 6.43	\$ 22.43	67.34	\$ 390,292	\$ 18.08	14.50	\$ 0.84	\$ 24,826	164.29	0.84	\$ 286,777	\$ 126,166	\$ 311,603	\$ 150,992				
68	Pinellas	7	349.00	318.93	192.63	126.30	\$ 18.00	21.65	\$ 4.58	\$ 22.58	192.63	\$ 1,127,692	\$ 18.20	21.65	\$ 0.20	\$ 9,006	297.28	0.20	\$ 121,251	\$ 53,343	\$ 130,257	\$ 62,350				
69	Polk	7	247.00	221.29	135.41	85.88	\$ 13.34	0.93	\$ 6.92	\$ 20.26	135.41	\$ 842,818	\$ 16.33	39.61	\$ 0.46	\$ 32,281	181.68	0.46	\$ 170,407	\$ 74,970	\$ 202,688	\$ 107,251				
70	Volusia	7	178.00	162.64	63.47	99.18	\$ 16.88	4.00	\$ 2.50	\$ 19.38	63.47	\$ 163,694	\$ 15.62	-	\$ -	\$ -	162.64	-	\$ -	\$ -	\$ -	\$ -				
71	Broward	8	592.00	591.00	469.00	122.00	\$ 15.00	2.00	\$ 8.64	\$ 23.64	469.00	\$ 4,658,267	\$ 19.05	251.50	\$ 1.84	\$ 960,558	339.50	1.84	\$ 1,298,344	\$ 571,199	\$ 2,258,902	\$ 1,531,757				
72	Hillsborough	8	464.00	432.41	309.12	123.29	\$ 15.86	15.00	\$ 7.22	\$ 23.08	309.12	\$ 2,771,737	\$ 18.60	144.93	\$ 1.27	\$ 387,271	287.48	1.27	\$ 761,733	\$ 335,120	\$ 1,149,004	\$ 722,391				
73	Miami-Dade	8	887.00	856.72	316.00	540.72	\$ 15.88	1.00	\$ 8.38	\$ 24.26	316.00	\$ 2,602,925	\$ 19.55	112.77	\$ 1.36	\$ 319,444	743.95	1.36	\$ 2,104,211	\$ 925,736	\$ 2,423,655	\$ 1,245,179				
74	Orange	8	376.00	378.50	228.50	150.00	\$ 15.25	40.00	\$ 8.86	\$ 24.11	228.50	\$ 3,068,978	\$ 19.43	177.50	\$ 2.93	\$ 1,079,354	201.00	2.93	\$ 1,223,330	\$ 538,197	\$ 2,302,683	\$ 1,617,550				
75	Palm Beach	8	520.00	417.08	276.75	140.33	\$ 13.50	0.84	\$ 10.47	\$ 23.97	276.75	\$ 2,962,427	\$ 19.32	158.87	\$ 2.35	\$ 787,184	258.21	2.35	\$ 1,214,601	\$ 534,357	\$ 2,001,786	\$ 1,321,541				
76																										
77	Statewide:		7,227.00	6,380.87	3,630.45					\$ 20.50	3,630.45	\$ 29,620,475				\$ 5,000,057			\$ 11,365,076		\$ 16,365,133	\$ 10,000,057				
78										Taxes & FRS Impact -->		\$ 7,405,119				\$ 1,250,014			\$ 2,841,269		\$ 4,091,283	\$ 2,500,014				
79										Statewide:		\$ 37,025,594				\$ 6,250,072			\$ 14,206,345		\$ 20,456,416	\$ 12,500,072				



Stacy M. Butterfield, CPA
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ROB BRADLEY
BRADLEY, GARRISON & KOMANDO, P.A.
GENERAL COUNSEL

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AGENDA ITEM 6

DATE: May 8, 2024
SUBJECT: Approve Updated Funding Issues Request Forms
COMMITTEE ACTION: Approve Budget Request Forms

OVERVIEW:

During the annual budget development process, each clerk's office submits a detailed budget issues request package to the CCOC. These forms for the CFY 2024-25 budget request submission include the Budget Issues Request Form, the Revenue Projections Form, and the Clerk Certification Letter. These forms are very similar to the prior year forms, with the addition of a proposed requested issues total summary tab and budget and revenue totals summary tab added to the Budget Issues Request Form (similar to the totals tab on previous years' submissions). The tabs are still laid out in priority order and are available for any requests over the current CFY 2023-24 court-related budget amounts and FTE counts.

With HB 1077 being signed into law, two of the three forms have been updated slightly. The Certification Letter is updated to include the legislative change allowing for "improving court technology" as an allowable expenditure. The Revenue Projections Form is updated to remove the "Issuance of a Summons" and "Traffic Admin. Fees" Ch. 2008-111 lines.

As a reminder, the Needs-Based Budget Workgroup developed a proposed introductory tab for the Budget Issues Request Form providing guidelines and helpful resources for the budget submissions. If approved by the committee, this narrative will be added to the budget instructions document as well.

COMMITTEE ACTION: Approve Budget Request Forms

LEAD STAFF: Griffin Kolchakian, Budget and Communications Director

ATTACHMENTS:

1. CFY 2024-25 Budget Issues Request Form and proposed summary tabs
2. CFY 2024-25 Revenue Projections Form
3. CFY 2024-25 Clerk Certification Letter

Florida CCOC Budget Issue Form
County Fiscal Year 2024-25



CCOC Form Version DRAFT 2
Created 04/10/2024

County: 0
 Contact: 0
 E-Mail Address: 0

	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
New 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	\$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	\$0	\$0

BUDGET ISSUE REQUEST DETAILS from ADDITIONAL REPORTS SUBMITTED

	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
New FTE										0.00
Personnel										\$0
Operating										\$0
Capital										\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Florida CCOC Budget Issue Form
County Fiscal Year 2024-25



CCOC Form Version DRAFT 3
 Created 04/30/2024

County: 0
 Contact: 0
 E-Mail Address: 0

Budget Impact Summary:

	Prior-Year Revenue-Limited Budget	2024 Calculated FRS Increase	Total of ALL Budget Issue Requests	TOTAL Prior-Year Budget + FRS Increase + Budget Issues
County Total:			\$ -	

Clerk's Projected Annual Revenue (From Cell P12)

Projected Surplus/Deficit to/from Clerks Trust Fund IF FULLY FUNDED
\$ -

Please enter the Amount from cell P12 on your Revenue Projection Form above in cell "111".

FTE Impact Summary:

	Prior-Year Operational Budget FTE	Total FTE for ALL Budget Issue Requests	TOTAL Prior-Year Budget FTE + Budget Issues FTE
County Total:		0.00	

Data from 2023-24 Operational Budgets. Court Allocated FTE excluding Hourly Non-Benefit Eligible OPS positions.

Florida CCOC Revenue Projection
County Fiscal Year 2024-25



County:

Contact:

E-Mail Address:

Projection as of Date:

Version:

CCOC Form Version 1
Created 4/10/2024

CFY 2024-25 Fine and Forfeiture Trust Fund Projection

	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	YTD Total
Fines, Fees, Service Charges, Court Costs, etc. (Not Including Redirected 10% Fines)													\$ -
Redirected 10% Fines													\$ -
TOTAL FINE AND FORFEITURE TRUST FUND PROJECTION:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Fine and Forfeiture Trust Fund Projection
Additional Notes:

CFY 2024-25 Chapter 208-111 Projection

	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	YTD Total
Driving Under the Influence s. 316.193, F.S.													\$ -
All Other Line 47 Additional Revenues All Other													\$ -
TOTAL 2008-111 PROJECTION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Chapter 208-111 Projection
Additional Notes:

**FLORIDA CLERKS OF COURT OPERATIONS CORPORATION
BUDGET ISSUE CERTIFICATION
COUNTY FISCAL YEAR 2024-25**

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

1. Budget Issues requested for October 1, 2024 through September 30, 2025 as herein submitted represent, to the best of my knowledge and belief, pursuant to s. 28.35(3)(a), F.S., the salaries, benefits, and costs for all (the **gross budgeted expenditures**) of the following court-related functions of the office:

- Case maintenance
- Records management (all costs associated with storage, redaction, retrieval and maintenance not included under Chapter 29)
- Court preparation and attendance
- Processing the assignment, reopening, and reassignment of cases
- Processing of appeals
- Collection and distribution of fines, fees, service charges, and court costs
- Processing of bond forfeiture payments
- Payment of jurors and witnesses and all Juror related costs including their payments
- Payment of expenses for meals and lodging provided to jurors
- Data collection and reporting
- Determinations of indigent status
- Improving court technology
- Paying reasonable administrative support costs to enable the Clerk of the Court to carry out the above court-related functions

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

2. Budget Issues submitted, to the best of my knowledge and belief, **do not** include expenditures associated with local requirements deemed the responsibility of the county pursuant to s. 29.008, F.S., nor do the Budget Issues include expenditures for any non-court-related function of the office. Local requirements include the following as defined by applicable statute:

- Facility Expenses (s. 29.008(1)(a), F.S.)
- Construction or Lease Expenses (s. 29.008(1)(b), F.S.)
- Maintenance (s. 29.008(1)(c), F.S.)
- Utilities (s. 29.008(1)(d), F.S.)
- Security (s. 29.008(1)(e), F.S.)
- Communications (s. 29.008(1)(f), F.S.)
- Radio Systems, existing (s. 29.008(1)(g), F.S.)
- Multi-agency criminal justice information systems, existing (s. 29.008(1)(h), F.S.)
- Specialized Programs (s. 29.008(2), F.S.)

3. Revenues used to support court-related operations are included within the Revenue Projections submitted with this Budget Issues request. As per s. 28.35(2)(f)3, F.S., court-related revenues projected in this budget will not be used for non-court related purposes.

DATE

CLERK OF COURT SIGNATURE

COUNTY



Stacy M. Butterfield, CPA
POLK COUNTY
EXECUTIVE COUNCIL CHAIR

Tiffany Moore Russell, ESQ.
ORANGE COUNTY
VICE-CHAIR

Laura E. Roth, ESQ.
VOLUSIA COUNTY
SECRETARY/TREASURER

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SENATE APPOINTEE

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FLAGLER COUNTY
HOUSE APPOINTEE

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NASSAU COUNTY

JOHN DEW
EXECUTIVE DIRECTOR

BERTILA SOTO
11TH JUDICIAL CIRCUIT JUDGE
SUPREME COURT APPOINTEE

MICHELLE R. MILLER
SAINT LUCIE COUNTY

ROB BRADLEY
BRADLEY, GARRISON & KOMANDO, P.A.
GENERAL COUNSEL

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

AGENDA ITEM 7

DATE: May 8, 2024
SUBJECT: Jury Management Reimbursement Form
COMMITTEE ACTION: Approve SFY 2024-25 Jury Management Reimbursement Form

OVERVIEW:

In 2021, the Legislature changed the juror management funding process to a reimbursement model, replacing the previous advance-and-reconciliation process. To identify and track quarterly reimbursement costs, each clerk must submit a request for reimbursement within 10 days after each quarter concludes detailing actual jury-related costs. CCOC reviews the submissions and forwards the total request to the Justice Administrative Commission (JAC). The JAC ensures that funds are available and submits a payment request to the Chief Financial Officer (CFO) who then disburses a payment to the clerk's office directly. The move to a reimbursement process allowed the CCOC to eliminate a quarterly form previously required for submission; clerks no longer use the quarterly Jury Estimate form.

The proposed Jury Management Reimbursement Form is the same form that was used in the previous fiscal year. Once approved, this updated form will be available on the CCOC website. The first quarterly due date for July through September will be October 10, 2024.

For SFY 2024-25, the clerks are appropriated \$11.7 million of State General Revenue dollars for jury costs reimbursement. Since sufficient funding is not available to fully cover the statewide costs each quarter, clerks will continue to receive partial reimbursement for quarterly costs. While 100% of the quarterly costs will be calculated on Line 40, the actual amount of the prior quarter's reimbursement should be reflected on Line 41 to fully capture the funding shortfall.

COMMITTEE ACTION: Approve SFY 2024-25 Jury Management Reimbursement Form

LEAD STAFF: Griffin Kolchakian, Budget and Communications Director
Nike Campbell, Budget Manager

ATTACHMENTS:

1. SFY 2024-25 Jury Management Reimbursement Form

Quarterly Clerk Jury Management Reimbursement Request
State Fiscal Year 2024-25



CCOC Form Version 1
Created 4/18/2024

County:		Reporting Qtr:	
Contact:		Version #:	
E-Mail Address:			

	Jul - Sep SFY Q1 (CFY Q4 PY)	Oct - Dec SFY Q2 (CFY Q1)	Jan - Mar SFY Q3 (CFY Q2)	Apr - Jun SFY Q4 (CFY Q3)	Total Expenditures by Area During State Fiscal Year
Clerk Personnel Cost					
Include Managers/Supervisors, Deputies, and all others in all phases of the jury management process.					\$ -
Clerk Operational Cost					
Include cost of Summons procedures. Postage					\$ -
Do not include costs of Juror Management software or Juror parking. Printing					\$ -
Supplies					\$ -
Other (Include Specific Description on row 45, Below)					\$ -
Operating Cost Total:	\$ -	\$ -	\$ -	\$ -	\$ -
Juror Per Diem					
Petit Juror Payment (per day)					
\$15.00					\$ -
\$30.00					\$ -
Other (Include Specific Description on row 45, Below)					\$ -
Petit Juror Payment Total:	\$ -	\$ -	\$ -	\$ -	\$ -
Grand Juror Payment (per day)					
\$15.00					\$ -
\$30.00					\$ -
Other (Include Specific Description on row 45, Below)					\$ -
Grand Juror Payment Total:	\$ -	\$ -	\$ -	\$ -	\$ -
Juror Meals/Lodging					
Meals					\$ -
Lodging					\$ -
Meals and Lodging Total:	\$ -	\$ -	\$ -	\$ -	\$ -
Juror Cost Total:	\$ -	\$ -	\$ -	\$ -	\$ -
Total Reimbursable Jury Management Cost:	\$ -	\$ -	\$ -	\$ -	\$ -
Jury Funding					
JURY REIMBURSEMENT REQUESTED from JAC:	\$ -	\$ -	\$ -	\$ -	\$ -
JURY REIMBURSEMENT ACTUALLY RECEIVED from JAC: (Amount received for the quarter requested)					\$ -
Amount necessary to cover Jury Management expenditures from CCOC Funds:					\$ -

Specific Descriptions of "OTHER" reported above on rows 15, 22, and/or 27:				
---	--	--	--	--

Please provide **justification, calculations, and/or any applicable information** deemed necessary to support reasonableness of the above expenditure amounts in the area below.

Additional Information	
Jul - Sep SFY Q1 (CFY Q4 PY)	
Oct - Dec SFY Q2 (CFY Q1)	
Jan - Mar SFY Q3 (CFY Q2)	
Apr - Jun SFY Q4 (CFY Q3)	

1. This form should be completed and returned to reports@flccoc.org (in Excel format) by the **10th** of the month following the end of the quarter for which reimbursement is being requested.
2. Pay attention to the amounts entered on row 41. The cell for the quarter for which reimbursement is being requested should be blank. The cells for all prior quarters for which reimbursement has already been received should have the amount of that quarter's reimbursement.



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AGENDA ITEM 8

DATE: May 8, 2024
SUBJECT: Allocation of Additional Current Year Funding
COMMITTEE ACTION: Approve Funding Allocation of \$8 million

OVERVIEW:

As part of the SFY 2024-25 budget passed by the Legislature, \$8 million in current year funding was appropriated in the “Back of the Bill” to the clerks for the projected impact of the “glitch” fix from the clerks’ priority bill last year. Section 131 of the General Appropriation Act (GAA) provides the clerks with \$8 million in nonrecurring State General Revenue funds for 2023-24. As of April 22, this funding is awaiting the Governor’s signature for final approval and should be spent by June 30, 2024, if possible.

Included in the meeting packet are six potential allocation options to distribute this current year funding of \$8 million, including:

- Option #1 – allocate the \$8 million proportionate to the CFY 2023-24 Revenue-Limited Budget for each county
- Option #2 – allocate the \$8 million using the statewide Weighted Workload Measure (WWM) (weighted cases)
- Option #3 – allocate the \$8 million using the WWM by Peer Group (weighted cases)
- Option #4 – allocate the \$8 million to the 25 depository counties based on the proportionate amount remitted to the Trust Fund (CFY 2022-23 Settle-up calculation)
- Option #5 – allocate a portion of the \$8 million to fund the unfunded deficit balance of jury reimbursement funding (Note: we will not know SFY Q4 amounts until late July)
- Option #6 – allocate the \$8 million to the 24 counties who anticipate receiving subsidy funding from the County based on the proportionate amount identified on the CFY 2023-24 Operational Budget

COMMITTEE ACTION: Approve Funding Allocation of \$8 million

LEAD STAFF: Griffin Kolchakian, Budget and Communications Director

ATTACHMENTS:

1. Section 131 of the SFY 2024-25 General Appropriations Act (GAA)
2. Potential Allocation Options of the \$8 million

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.

effective upon becoming a law.

SECTION 123. The unexpended balance of funds provided to the Department of Health in Specific Appropriation 545 of Chapter 2023-239, Laws of Florida, for the Early Steps Administrative System, shall revert and is appropriated to the department for Fiscal Year 2024-25 for the same purpose.

SECTION 124. The unexpended balance of funds provided to the Department of Health in Specific Appropriation 552 of Chapter 2023-239, Laws of Florida, for motor vehicles shall revert and is appropriated to the department for Fiscal Year 2024-25 for the same purpose.

SECTION 125. The unexpended balance of funds provided to the Department of Health in Specific Appropriation 458 of Chapter 2023-239, Laws of Florida, for the Florida Telecare Program (SF 1114), shall revert and is appropriated to the department for the Fiscal Year 2024-2025 Florida Telecare Program (SF 1994).

SECTION 126. The unexpended balance of funds provided to the Department of Veterans' Affairs in Specific Appropriation 595A of Chapter 2023-239, Laws of Florida, for the Regional/National Adaptive Sports Training Center (SF 2875/HF 933), shall revert and is appropriated within the Grants and Aids-Contracted Services category within the department for the Fiscal Year 2024-2025 Regional/National Adaptive Sports Training Center (HF 2887/SF 1406).

SECTION 127. There is hereby appropriated for Fiscal Year 2023-2024, \$8,499,920 in nonrecurring funds from the Federal Grants Trust Fund to the Department of Corrections, in the Transfer to General Revenue appropriation category, for funds received from the State Criminal Alien Assistance Program for Federal Fiscal Years 2022 and 2023 from the Bureau of Justice Assistance. This section shall take effect upon becoming law.

SECTION 128. There is hereby appropriated for Fiscal Year 2023-2024, \$58,300,000 in nonrecurring funds from the General Revenue Fund to the Department of Corrections to address projected deficits in salaries and benefits. This section shall take effect upon becoming law.

SECTION 129. The unexpended balance of funds provided to the Department of Corrections in section 108 of Chapter 2023-239, Laws of Florida, for the modernization of the Offender Based Information System, shall revert and is appropriated to the department and placed in reserve for Fiscal Year 2024-2025 for the same purpose.

SECTION 130. The nonrecurring sum of \$2,600,000 from the Privately Operated Institutions Inmate Welfare Trust Fund is appropriated to the Department of Corrections for Fiscal Year 2023-2024 for Lake City Correctional Facility. This section shall take effect upon becoming a law.

SECTION 131. There is hereby appropriated for Fiscal Year 2023-2024, \$8,000,000 in nonrecurring funds from the General Revenue Fund to the Justice Administrative Commission for distribution to the Clerks of Court for deposit into the Fine and Forfeiture Fund established pursuant to section 142.01, Florida Statutes. This section shall take effect upon becoming law.

SECTION 132. The unexpended balance of funds from the General Revenue Fund appropriated to the Justice Administrative Commission in Specific Appropriations 771, 772, 776, 777, and 778 of Chapter 2023-239, Laws of Florida, for due process costs, shall revert and are appropriated to the commission for Fiscal Year 2024-2025 for the same purpose.

SECTION 133. The unexpended balance of funds provided to the Justice Administrative Commission in Specific Appropriation 768 of Chapter 2023-239, Laws of Florida, for the reimbursement of expenditures related to circuit and county juries required by statute, shall revert and is appropriated to the commission for Fiscal Year 2024-2025 for the same purpose.

SECTION 134. The unexpended balance of funds provided to the Department of Juvenile Justice from the General Revenue Fund in Specific Appropriation 1167 of Chapter 2023-239, Laws of Florida, shall revert and is appropriated to the department for Fiscal Year 2024-2025 for the same purpose.

SECTION 135. The unexpended balance of funds provided to the Department

County	PG	CFY 2023-24 Revenue-Limited Budget	Option #1		Option #2		Option #3		Option #4				Option #5				Option #6			
			Allocation Proportionate to 23-24 Rev.-Lim. Budget	Proposed \$8m Allocation + Revenue-Limited Budget	Weighted Workload Measure Statewide (CFY 2021-22)	Allocation Using Statewide WWM	Proposed \$8m Allocation + Revenue-Limited Budget	Allocation Using WWM by Peer Group	Proposed \$8m Allocation + Revenue-Limited Budget	CFY 2022-23 Revenue-Limited Budget	CCOC Revenues (Sep 22-Aug 23) (EC Report)	Depository Amount Sent to TF	Allocation Using 22-23 Depository Counties	Proposed \$8m Allocation + Revenue-Limited Budget	SFY Q2 Jury Funding Shortfall	SFY Q3 Jury Funding Shortfall	SFY Q4 Jury Funding Shortfall	TOTAL Make counties whole for Jury Funding Shortfall	County Funding Reported on Operational Budget (CFY 2023-24)	Allocation for County Funding
Gulf	1	520,062	8,769	528,831	11,107.0	5,009	525,071	10,252	530,314	502,570	254,300			520,062	797.72	1,807.19		2,604.92		520,062
Lafayette	1	324,489	5,472	329,961	4,538.0	2,047	326,536	3,917	328,406	315,037	111,159			324,489	44.15	145.74		189.89	20,840	337,444
Liberty	1	335,293	5,654	340,947	7,148.5	3,224	338,517	6,602	341,895	322,497	155,926			335,293	447.47	946.64		1,394.10	155,435	431,918
Union	1	513,694	8,662	522,356	7,861.5	3,546	517,240	7,180	520,874	498,165	155,041			513,694	-	-		-		513,694
Baker	2	756,419	12,755	769,174	19,595.5	8,836	765,255	13,930	770,349	725,439	440,235			756,419	-	9,692.85		9,692.85		756,419
Calhoun	2	477,087	8,045	485,132	13,234.0	5,968	483,055	9,284	486,371	459,015	301,846			477,087	189.88	416.51		606.39		477,087
Dixie	2	520,945	8,784	529,729	12,763.5	5,755	526,700	9,121	530,066	501,540	306,459			520,945	772.97	2,174.62		2,947.59		520,945
Franklin	2	696,031	11,737	707,768	12,254.0	5,526	701,557	7,635	703,666	674,135	235,504			696,031	404.95	1,833.09		2,238.04	97,861	756,866
Gilchrist	2	577,120	9,731	586,851	12,406.5	5,594	582,714	8,757	585,877	557,818	275,088			577,120	108.28	271.71		379.99		577,120
Glades	2	597,059	10,068	607,127	11,559.5	5,213	602,272	7,807	604,866	579,028	448,200			597,059	678.69	1,887.16		2,565.84		597,059
Hamilton	2	630,879	10,638	641,517	15,370.5	6,931	637,810	10,989	641,868	609,839	433,097			630,879	379.04	781.48		1,160.53		630,879
Hardee	2	953,613	16,080	969,693	20,386.0	9,193	962,806	14,370	967,983	924,370	612,272			953,613	1,090.82	2,533.97		3,624.79		953,613
Holmes	2	628,002	10,589	638,591	16,678.5	7,521	635,523	11,810	639,812	604,124	507,321			628,002	282.29	1,132.80		1,415.09		628,002
Jefferson	2	530,898	8,952	539,850	12,499.0	5,636	536,534	8,934	539,832	513,902	343,256			530,898	-	1,936.56		1,936.56		530,898
Taylor	2	598,530	10,092	608,622	19,523.0	8,803	607,333	12,967	611,497	574,286	416,192			598,530	269.01	724.98		993.99		598,530
Washington	2	836,178	14,100	850,278	20,364.0	9,183	845,361	14,557	850,735	805,838	472,800			836,178	1,003.71	2,418.26		3,421.97		836,178
Bradford	3	913,622	15,406	929,028	30,987.0	13,973	927,595	18,248	931,870	873,912	802,255			913,622	1,353.74	1,394.71		2,748.45	9,378	919,452
DeSoto	3	857,813	14,465	872,278	26,500.5	11,950	869,763	15,935	873,748	823,615	720,909			857,813	1,594.50	2,274.76		3,869.27	125,053	935,551
Gadsden	3	1,419,926	23,943	1,443,869	35,454.5	15,987	1,435,913	21,111	1,441,037	1,365,042	726,355			1,419,926	986.80	2,575.38		3,562.18		1,419,926
Hendry	3	1,346,679	22,708	1,369,387	28,223.5	12,727	1,359,406	15,041	1,361,720	1,306,755	1,045,125			1,346,679	1,240.38	2,628.68		3,869.06		1,346,679
Jackson	3	1,173,541	19,788	1,193,329	32,334.0	14,580	1,188,121	19,579	1,193,120	1,128,978	794,493			1,173,541	606.27	1,798.10		2,404.37	20,278	1,186,146
Levy	3	1,199,087	20,219	1,219,306	39,743.5	17,921	1,217,008	23,549	1,222,636	1,148,148	977,812			1,199,087	1,779.42	4,723.50		6,502.92		1,199,087
Madison	3	596,369	10,056	606,425	24,042.0	10,841	607,210	13,256	609,625	568,909	562,384			596,369	487.08	1,136.47		1,623.54		596,369
Okeechobee	3	1,346,684	22,708	1,369,392	34,476.0	15,546	1,362,230	20,666	1,367,350	1,298,780	1,102,043			1,346,684	2,340.51	5,265.06		7,605.57	72,648	1,391,845
Suwannee	3	1,247,899	21,042	1,268,941	30,781.0	13,890	1,261,779	18,259	1,266,158	1,199,403	1,137,145			1,247,899	803.12	1,928.87		2,731.99	181,408	1,360,670
Wakulla	3	735,015	12,394	747,409	23,389.5	10,547	745,562	13,988	749,003	704,724	684,230			735,015	1,008.14	2,004.65		3,012.80	107,330	801,736
Citrus	4	3,208,689	54,105	3,262,794	102,654.5	46,289	3,254,978	55,047	3,263,736	3,063,819	3,363,059	299,240	59,167	3,267,856	2,783.22	6,133.04		8,916.26	1,288,951	4,009,955
Columbia	4	1,634,421	27,560	1,661,981	65,278.0	29,435	1,663,856	33,584	1,668,005	1,557,902	1,425,037			1,634,421	1,582.13	2,831.50		4,413.62		1,634,421
Flagler	4	1,946,668	32,825	1,979,493	71,591.0	32,282	1,978,950	37,718	1,984,386	1,857,621	1,797,754			1,946,668	2,417.59	5,134.82		7,552.41	274,193	1,717,118
Highlands	4	2,098,910	35,392	2,134,302	61,752.5	27,846	2,126,756	32,883	2,131,793	2,009,733	1,810,753			2,098,910	2,268.16	4,691.21		6,959.37		2,098,910
Indian River	4	3,153,394	53,173	3,206,567	87,914.5	39,643	3,193,037	46,168	3,199,562	3,029,670	3,148,076	118,406	23,412	3,176,806	3,431.32	7,386.30		10,817.62	168,892	3,258,384
Martin	4	3,707,306	62,513	3,769,819	104,015.0	46,903	3,754,209	54,744	3,762,050	3,572,365	3,515,941			3,707,306	4,008.29	11,664.37		15,672.66		3,707,306
Nassau	4	1,663,309	28,047	1,691,356	53,930.0	24,318	1,687,627	28,917	1,692,226	1,593,029	1,415,895			1,663,309	1,782.21	3,696.92		5,479.13		1,663,309
Putnam	4	2,282,612	38,490	2,321,102	59,943.5	27,030	2,309,642	30,668	2,313,280	2,193,536	1,291,433			2,282,612	2,714.25	6,347.25		9,061.50		2,282,612
Sumter	4	2,037,216	34,352	2,071,568	72,197.5	32,556	2,069,772	38,328	2,075,544	1,941,030	2,381,925	440,895	87,176	2,124,392	2,964.52	7,194.12		10,158.64	398,780	2,285,114
Walton	4	1,773,887	29,912	1,803,799	70,373.5	31,733	1,805,620	36,287	1,810,174	1,687,871	1,768,387	80,516	15,920	1,789,807	1,654.33	3,080.46		4,734.79		1,773,887
Alachua	5	6,171,388	104,063	6,275,451	185,378.0	83,592	6,254,980	87,040	6,258,428	5,924,259	4,571,762			6,171,388	5,555.12	12,875.69		18,430.81		6,171,388
Bay	5	4,163,012	70,197	4,233,209	194,563.0	87,733	4,250,745	88,605	4,251,617	3,941,758	4,722,798	781,040	154,431	4,317,442	4,508.70	11,340.47		15,849.17		4,163,012
Charlotte	5	3,774,623	63,648	3,838,271	140,392.5	63,306	3,837,929	67,825	3,842,448	3,607,349	4,276,369	669,020	132,282	3,906,905	3,719.60	9,089.41		12,809.02	371,844	4,005,777
Clay	5	3,921,856	66,131	3,987,987	142,202.0	64,122	3,985,978	68,836	3,990,692	3,737,553	4,103,886	366,333	72,433	3,994,289	1,608.78	4,212.36		5,821.14	663,285	4,334,182
Collier	5	6,853,711	115,568	6,969,279	230,847.5	104,095	6,957,806	111,563	6,965,274	6,549,607	7,819,056	1,269,449	251,001	7,104,712	5,384.12	14,124.50		19,508.62	1,435,000	7,745,767
Hernando	5	3,649,303	61,535	3,710,838	128,656.5	58,014	3,707,317	62,333	3,711,636	3,487,927	4,316,178	828,251	163,766	3,813,069	2,880.87	9,126.16		12,007.02		3,649,303
Lake	5	6,602,454	111,331	6,713,785	230,984.0	104,156	6,706,610	111,898	6,714,352	6,312,466	6,255,992	343,526	67,924	6,670,378	6,299.53	12,027.40		18,326.94	465,130	6,891,599
Leon	5	6,281,452	105,919	6,387,371	205,593.0	92,707	6,374,159	98,985	6,380,437	6,023,069	4,964,311			6,281,452	6,819.24	21,358.26		28,177.50		6,281,452
Marion	5	6,978,601	117,674	7,096,275	239,539.5	108,014	7,086,615	115,956	7,094,557	6,684,670	7,332,819	648,149	128,155	7,106,756	5,434.60	11,980.09		17,414.69		6,978,601
Monroe	5	3,742,987	63,115	3,806,102	121,354.5	54,722	3,797,709	58,328	3,801,315	3,577,729	3,040,318			3,742,987	3,138.90	11,102.84		14,241.74	726,363	4,194,524
Okaloosa	5	3,905,634	65,857	3,971,491	154,122.5	69,498	3,975,132	73,835	3,979,469	3,716,895	4,087,127	370,232	73,204	3,978,838	4,119.77	4,697.56		8,817.33	224,187	4,044,998
Saint Johns	5	3,849,915	64,918	3,914,833	160,469.0	72,359	3,922,274	75,920	3,925,835	3,655,585	5,045,114	1,389,529	274,744	4,124,659	2,668.02	11,956.27		14,624.29	550,000	4,191,818
Saint Lucie	5	7,079,178	119,370	7,198,548	230,593.5	103,980	7,183,158	110,915	7,190,093	6,804,946	7,410,547	605,601	119,742	7,198,920	6,439.87	21,803.38		28,243.25		7,079,178
Santa Rosa	5	3,399,223	57,318	3,456,541	119,938.5	54,083	3,453,306	58,102	3,457,325	3,243,589	4,006,976	763,387	150,940	3,550,163	5,565.39	11,245.87		16,811.25	919,491	3,970,817
Brevard	6	12,007,147	202,466	12,209,613	388,680.0	175,265	12,182,412	201,958	12,209,105	11,517,992	9,401,628			12,007,147	11,551.07	29,627.80		41,178.87		12,007,147
Escambia	6	7,404,024	124,848	7,528,872	246,362.5	111,091	7,515,115	1												

County	PG	CFY 2023-24 Revenue-Limited Budget	Option #1		Option #2		Option #3		Option #4				Option #5			Option #6				
			Allocation Proportionate to 23-24 Rev.-Lim. Budget	Proposed \$8m Allocation + Revenue-Limited Budget	Weighted Workload Measure Statewide (CFY 2021-22)	Allocation Using Statewide WWM	Proposed \$8m Allocation + Revenue-Limited Budget	Allocation Using WWM by Peer Group	Proposed \$8m Allocation + Revenue-Limited Budget	CFY 2022-23 Revenue-Limited Budget	CCOC Revenues (Sep 22-Aug 23) (EC Report)	Depository Amount Sent to TF	Allocation Using 22-23 Depository Counties	Proposed \$8m Allocation + Revenue-Limited Budget	SFY Q2 Jury Funding Shortfall	SFY Q3 Jury Funding Shortfall	SFY Q4 Jury Funding Shortfall	TOTAL Make counties whole for Jury Funding Shortfall	County Funding Reported on Operational Budget (CFY 2023-24)	Allocation for County Funding
Osceola	6	8,245,248	139,032	8,384,280	291,815.5	131,587	8,376,835	150,889	8,396,137	7,898,791	9,586,437	1,687,646	333,689	8,578,937	6,879.16	20,324.55		27,203.70		8,245,248
Pasco	6	12,307,689	207,534	12,515,223	333,213.0	150,254	12,457,943	165,103	12,472,792	11,837,845	9,450,444			12,307,689	9,028.14	17,897.29		26,925.43		12,307,689
Sarasota	6	8,647,310	145,812	8,793,122	304,616.0	137,359	8,784,669	157,615	8,804,925	8,275,601	8,524,249	248,648	49,164	8,696,474	9,329.57	5,468.96		14,798.53		8,647,310
Seminole	6	9,412,788	158,720	9,571,508	313,164.0	141,213	9,554,001	162,720	9,575,508	9,024,814	8,580,250			9,412,788	5,995.54	17,907.61		23,903.15		9,412,788
Lee	7	12,492,314	210,647	12,702,961	483,019.5	217,805	12,710,119	221,527	12,713,841	11,903,367	15,365,493	3,462,126	684,547	13,176,862	7,352.51	13,343.03		20,695.54	2,463,602	14,023,793
Pinellas	7	23,958,734	403,995	24,362,729	725,922.0	327,336	24,286,070	315,889	24,274,623	23,037,307	19,159,468			23,958,734	16,534.39	42,444.53		58,978.92	890,303	24,512,183
Polk	7	13,278,182	223,898	13,502,080	571,055.0	257,503	13,535,685	257,538	13,535,720	12,626,653	15,227,575	2,600,922	514,266	13,792,448	12,445.82	37,054.21		49,500.03	1,238,893	14,048,330
Volusia	7	12,454,523	210,010	12,664,533	536,057.5	241,722	12,696,245	241,721	12,696,244	11,847,283	12,000,030	152,747	30,202	12,484,724	6,224.09	17,232.57		23,456.65		12,454,523
Broward	8	41,479,454	699,431	42,178,885	1,513,921.5	682,665	42,162,119	624,466	42,103,920	39,664,380	38,085,677			41,479,454	21,258.35	52,136.69		73,395.04		41,479,454
Duval	8	21,034,726	354,690	21,389,416	1,012,593.0	456,603	21,491,329	414,150	21,448,876	19,939,648	20,655,850	716,202	141,611	21,176,337	14,309.19	36,238.05		50,547.25		21,034,726
Hillsborough	8	32,409,825	546,498	32,956,323	1,420,920.0	640,728	33,050,553	591,901	33,001,726	30,825,591	33,532,507	2,706,916	535,224	32,945,049	12,032.10	31,358.66		43,390.77		32,409,825
Miami-Dade	8	75,608,322	1,274,916	76,883,238	3,160,436.0	1,425,119	77,033,441	1,322,177	76,930,499	71,990,695	80,385,966	8,395,271	1,659,951	77,268,273	44,626.79	89,168.98		133,795.77		75,608,322
Orange	8	31,053,783	523,633	31,577,416	1,357,461.0	612,113	31,665,896	565,616	31,619,399	29,521,041	40,236,093	10,715,052	2,118,629	33,172,412	16,619.46	37,985.11		54,604.57		31,053,783
Palm Beach	8	32,093,204	541,160	32,634,364	1,084,405.5	488,985	32,582,189	433,809	32,527,013	30,780,285	27,432,564			32,093,204	20,313.52	40,555.30		60,868.82		32,093,204

STATEWIDE TOTAL	474,436,049	8,000,000	482,436,049	17,741,316.5	8,000,000	482,436,049	8,000,000	482,436,049	453,209,797	469,401,286	40,460,326	8,000,000	482,436,049	334,150.70	793,414.41	-	1,127,565.11	12,868,145	8,000,000	482,436,049
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weighted cases

25

25

won't know amounts until late July

24



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BRADLEY, GARRISON & KOMANDO, P.A.
GENERAL COUNSEL

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AGENDA ITEM 9

DATE: May 8, 2024
SUBJECT: Operational Budget Discussion
COMMITTEE ACTION: Approve to move forward with the concept of capturing prior year actuals as part of the annual Operational Budget submission

OVERVIEW:

Annually, the clerks complete the Operational Budget submission for the current fiscal year. The Operational Budget currently collects budgetary projections data for the current fiscal year only, including personnel costs, FTE, operating costs, and capital costs.

Last year, the Budget Committee held a virtual vote approving collecting actual expenditure data in the Operational Budget submissions moving forward. However, we ran out of time to get this approved by the Executive Council and thought it best to bring it back to the committee for additional review.

The CCOC is working on the proposal to:

1. Collect the prior year actual budget expenditures data rolled up into category totals in addition to the current year projections; this could be annual summary totals instead of detailed information like the 10-tab spreadsheet
2. Streamline and improve the existing Operational Budget 10-tab spreadsheet which collects the current year projections

Collecting prior year actuals would provide the committee and the CCOC with data on how funds are spent each year. This valuable data will allow for true cost analysis and year-over-year comparison data and allow the clerks' true budget story to be told using actual, validated data.

COMMITTEE ACTION: Approve to move forward with the concept of capturing prior year actuals as part of the annual Operational Budget submission

LEAD STAFF: Griffin Kolchakian, Budget and Communications Director
Nike Campbell, Budget Manager



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AGENDA ITEM 10

DATE: May 8, 2024
SUBJECT: CFY 2024-25 Base Budget
COMMITTEE ACTION: Approve the CFY 2024-25 Base Budget

OVERVIEW:

For the last two fiscal years, to build the Revenue-Limited Budget, the Budget Committee used the prior year approved Revenue-Limited Budget and added the calculated FRS increase to establish the Base Budget. Utilizing each county's current budget amount as a baseline provides a starting place based on the funding level each county is currently operating at.

Based on this, the Chair proposes to use the current year Revenue-Limited Budget of \$474.4 million as the CFY 2024-25 Base Budget, the starting place for the committee to build the CFY 2024-25 Revenue-Limited Budget.

COMMITTEE ACTION: Approve the CFY 2024-25 Base Budget

LEAD STAFF: Griffin Kolchakian, Budget and Communications Director
Nike Campbell, Budget Manager

ATTACHMENTS:

1. Proposed CFY 2024-25 Base Budget Calculation

PROPOSED CFY 2024-25 BASE BUDGET

County	Peer Group	CFY 2023-24 Revenue-Limited Budget	CFY 2024-25 Proposed Base Budget
Gulf	1	\$ 520,062	\$ 520,062
Lafayette	1	\$ 324,489	\$ 324,489
Liberty	1	\$ 335,293	\$ 335,293
Union	1	\$ 513,694	\$ 513,694
Baker	2	\$ 756,419	\$ 756,419
Calhoun	2	\$ 477,087	\$ 477,087
Dixie	2	\$ 520,945	\$ 520,945
Franklin	2	\$ 696,031	\$ 696,031
Gilchrist	2	\$ 577,120	\$ 577,120
Glades	2	\$ 597,059	\$ 597,059
Hamilton	2	\$ 630,879	\$ 630,879
Hardee	2	\$ 953,613	\$ 953,613
Holmes	2	\$ 628,002	\$ 628,002
Jefferson	2	\$ 530,898	\$ 530,898
Taylor	2	\$ 598,530	\$ 598,530
Washington	2	\$ 836,178	\$ 836,178
Bradford	3	\$ 913,622	\$ 913,622
DeSoto	3	\$ 857,813	\$ 857,813
Gadsden	3	\$ 1,419,926	\$ 1,419,926
Hendry	3	\$ 1,346,679	\$ 1,346,679
Jackson	3	\$ 1,173,541	\$ 1,173,541
Levy	3	\$ 1,199,087	\$ 1,199,087
Madison	3	\$ 596,369	\$ 596,369
Okeechobee	3	\$ 1,346,684	\$ 1,346,684
Suwannee	3	\$ 1,247,899	\$ 1,247,899
Wakulla	3	\$ 735,015	\$ 735,015
Citrus	4	\$ 3,208,689	\$ 3,208,689
Columbia	4	\$ 1,634,421	\$ 1,634,421
Flagler	4	\$ 1,946,668	\$ 1,946,668
Highlands	4	\$ 2,098,910	\$ 2,098,910
Indian River	4	\$ 3,153,394	\$ 3,153,394
Martin	4	\$ 3,707,306	\$ 3,707,306
Nassau	4	\$ 1,663,309	\$ 1,663,309
Putnam	4	\$ 2,282,612	\$ 2,282,612
Sumter	4	\$ 2,037,216	\$ 2,037,216
Walton	4	\$ 1,773,887	\$ 1,773,887
Alachua	5	\$ 6,171,388	\$ 6,171,388
Bay	5	\$ 4,163,012	\$ 4,163,012
Charlotte	5	\$ 3,774,623	\$ 3,774,623
Clay	5	\$ 3,921,856	\$ 3,921,856
Collier	5	\$ 6,853,711	\$ 6,853,711
Hernando	5	\$ 3,649,303	\$ 3,649,303
Lake	5	\$ 6,602,454	\$ 6,602,454
Leon	5	\$ 6,281,452	\$ 6,281,452
Marion	5	\$ 6,978,601	\$ 6,978,601

County	Peer Group	CFY 2023-24 Revenue-Limited Budget	CFY 2024-25 Proposed Base Budget
Monroe	5	\$ 3,742,987	\$ 3,742,987
Okaloosa	5	\$ 3,905,634	\$ 3,905,634
Saint Johns	5	\$ 3,849,915	\$ 3,849,915
Saint Lucie	5	\$ 7,079,178	\$ 7,079,178
Santa Rosa	5	\$ 3,399,223	\$ 3,399,223
Brevard	6	\$ 12,007,147	\$ 12,007,147
Escambia	6	\$ 7,404,024	\$ 7,404,024
Manatee	6	\$ 6,336,095	\$ 6,336,095
Osceola	6	\$ 8,245,248	\$ 8,245,248
Pasco	6	\$ 12,307,689	\$ 12,307,689
Sarasota	6	\$ 8,647,310	\$ 8,647,310
Seminole	6	\$ 9,412,788	\$ 9,412,788
Lee	7	\$ 12,492,314	\$ 12,492,314
Pinellas	7	\$ 23,958,734	\$ 23,958,734
Polk	7	\$ 13,278,182	\$ 13,278,182
Volusia	7	\$ 12,454,523	\$ 12,454,523
Broward	8	\$ 41,479,454	\$ 41,479,454
Duval	8	\$ 21,034,726	\$ 21,034,726
Hillsborough	8	\$ 32,409,825	\$ 32,409,825
Miami-Dade	8	\$ 75,608,322	\$ 75,608,322
Orange	8	\$ 31,053,783	\$ 31,053,783
Palm Beach	8	\$ 32,093,204	\$ 32,093,204
STATEWIDE TOTAL		\$ 474,436,051	\$ 474,436,051



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AGENDA ITEM 11

DATE: May 8, 2024
SUBJECT: Funding Allocation Deliberation
COMMITTEE ACTION: Committee Deliberation

OVERVIEW:

After the March Budget Committee meeting, Chair Russell sent out a memo to committee members requesting detailed information for any proposed potential funding allocation methodologies be sent in by April 22. Included in the meeting packet are the funding allocation options received for committee deliberation, including:

- Chair Russell proposes to utilize weighted cases as the allocation methodology, including:
 - Weighted Workload Measure (WWM) (statewide) applied to 100% of available funding
 - WWM (by Peer Group) applied to 100% of available funding
 - Allocate 100% of the available funding to the calculated 'under-funded' clerks using WWM (statewide) applied to 100% of the current year budget
 - Allocate 100% of the available funding to the calculated 'under-funded' clerks using WWM (by Peer Group) applied to 100% of the current year budget
- Clerk Stuart proposes to proportionately apply each county's BEBR population data to 100% of available funding.
- Clerk Kinzel proposes to fully reimburse depository counties who receive local County funding subsidies. With any remaining funds, allocate to depository counties without local subsidy.
- Clerk Kinzel proposes to allocate 100% of available funds to depository clerks (counties who brought in more revenues than their budget amount) to equal the amount of deposited funds to the Trust Fund.
- Clerk Alvarez-Sowles, on behalf of the Living Wage Analysis Workgroup, proposes to utilize MIT living wage data as an allocation methodology to fund those existing positions statewide that are making below the identified living wage for that particular county and bring each position up to that living wage. A second component of this proposal provides funding for compression to the positions already making more than the living wage.
- Clerk Alvarez-Sowles proposes to fund each clerk for their actual prior year indigency/no fee cases (multiply the filing fee (\$195) by the number of cases).
- Clerk Alvarez-Sowles proposes to fund the calculated jury funding shortfall amount for each clerk based on prior year costs not reimbursed by State General Revenue funding.

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.

FUNDING ALLOCATION DELIBERATION

- Clerk Burke proposes to proportionately apply each county's share of the CFY 2023-24 Revenue-Limited Budget to 100% of available funding (across-the-board methodology).
- Historically, the committee has provided counties that receive a new judge from the Legislature with one FTE (using the statewide cost average for an FTE, excluding the elected clerk). The amount per FTE would be \$73,087 based on the CFY 2023-24 Operational Budget.

The Revenue Estimating Conference (REC) will meet in July or August to set the official amount of available revenue for the committee to build the clerks' CFY 2024-25 Revenue-Limited Budget. The Budget Committee plans to meet again to establish the Revenue-Limited Budget which will then go before the CCOC Executive Council for final approval.

COMMITTEE ACTION: Committee Deliberation

LEAD STAFF: Griffin Kolchakian, Budget and Communications Director
Nike Campbell, Budget Manager

ATTACHMENTS:

1. Proposed Allocation Methodology – BEBR Population (Clerk Stuart)
2. Proposed Allocation Methodologies – Two Options (Clerk Kinzel)
3. Proposed Allocation Methodologies – Two Options (Clerk Alvarez-Sowles)
4. Proposed Allocation Methodology – Across-the-Board (Clerk Burke)
5. Proposed Allocation Methodology – New Judges Staffing



Cindy Stuart

CLERK OF COURT & COMPTROLLER
HILLSBOROUGH COUNTY

MEMORANDUM

Date: April 19, 2024

To: Griffin Kolchakian
Budget and Communications Director
Florida Clerks of Court Operations Corporation

From: Cindy Stuart
Clerk of Court & Comptroller
Hillsborough County



Re: **Proposed Allocation Methodology**

Proposed Methodology: Population – Apply the statewide County Population figures published by the University of Florida, Bureau of Business and Economic Research, to 100% of available funding.

Detailed Description: Population figures allow the committee to make budgeting decisions using the same method the State uses for distributing other revenues to Counties (see County Revenue Sharing, Half-Cent Sales Tax). The data is readily available and has already been verified. In addition, it is a reasonable proxy for clerks' workload, not the inputs of how clerks manage their individual offices and staff. This allows elected clerks, instead of the committee, to determine how to structure and fund their offices with the funding provided.

Proposed Calculation: To allocate the available funding, apply the statewide Population figures calculation to 100% of the available funds. In this methodology, if County A accounts for 2.0% of statewide population, County A would therefore be allocated 2.0% of the available funds.

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P.O. Box 1110, Tampa, FL 33601-1110

Budget Methodology Proposals from Collier County Clerk Crystal Kinzel

Proposed Methodology 1: Surplus funds and reserves need to be allocated first to the donor counties with balanced budgets requiring local governments to subsidize court operations.

Detailed Description: First, make the donor counties that have had budget reductions, revenues distributed to other counties, and local subsidies whole to their balanced budget. Remaining funds should be allocated to counties whose budgets were cut and were still donors with excess revenues at settle-up but did not require local subsidy. Any remaining funds can then be carried over in the trust fund. The method of allocating money based on averages or methodologies with flawed reasoning is not a sufficient way to distribute funds.

Proposed Calculation: 100% of the funds being discussed first need to be used to make donor counties with local subsidies whole. If there any remaining funds available after that distribution the money can be used to distribute first to all donor counties whose budgets were cut without having a local subsidy.

=====

Proposed Methodology 2: Allocate the money to donor counties who submitted a balanced budget and whose costs were reduced to create surplus for other recipient counties.

Detailed Description: By June 1st of any year, each Clerk shall submit a balanced budget according to Statute 28.36. Counties who submitted a balanced budget by June 1, 2023, and had their budget cut to create a surplus for other counties should be made whole first. Counties such as Collier generate sufficient revenues to cover needed expenditures and routinely earn revenues that exceed the balanced budget. Those remaining revenues exceeding the balanced budget could be sent to the trust fund.

Proposed Calculation: 100% of the allocated funds should be used to make counties with balanced budgets whole. If there are additional funds remaining, they can be distributed after further analysis of remaining counties.

Budget Methodology Proposals from Pasco County Clerk Nikki Alvarez-Sowles

Proposed Methodology: Reimbursement for Indigent/No Fee Cases

Description: Indigent / No Fee cases that are not reimbursed cause additional strain on Clerk budgets. This methodology would provide Clerks with relief for the labor cost associated with processing Indigent / No Fee cases for our constituents.

Proposed Calculations:

Each Fiscal Year, Clerk's offices are reimbursed the filing fee (\$195) of actual indigent/no fee cases during the prior fiscal year. To estimate the amount to allocate to this factor during the FY25 budget process, calculate the total # of indigency/no fee cases for FY23 (or the prior 4 quarters) across all counties multiplied by \$195.

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Proposed Methodology: Reimbursement for Jury Funding shortfall

Description: Providing jury in multiple locations and the number of days jurors are summoned for each week vary from county to county. State funding does not cover the full cost of jury. This methodology would provide relief by funding the cost of jury that is not covered by legislative appropriations.

Proposed Calculations:

Each Fiscal Year, allocate funding to reimburse Clerk's offices jury expenditures that were not reimbursed in the prior Fiscal Year. To estimate the amount to allocate to this factor during the FY25 budget process, total the requests for jury reimbursement for FY23 (or the prior 4 quarters) received from all counties.

Pinellas County Clerk of Court and Comptroller Ken Burke
Proposed Methodology for Distribution of Available Funds
For FY 2024/2025

Proposed Methodology: Apply available funds using each Clerk’s percentage of the FY 2023/2024 Revenue-Limited Budget.

Detailed Description: Until Clerks are fully funded by the State for statutorily required duties, Pinellas proposes distributing any and all available FY 2024/2025 budget allocations by calculating the percentage of FY 2023/2024 Revenue Limited Budget of each Clerk compared to the Statewide Revenue Limited Budget for the current year.

Proposed Calculation: To allocate the available funding, apply the percentage of FY 2023/2024 each Clerk received by dividing each Clerk’s Revenue Limited Budget by the total available funds allocating in FY 2023/2024.

Clerks' New Judges Budget Calculation

Circuit	County	Approved New Judges	Proposed FTE	Total Cost
1	Escambia	0.25	0.25	\$ 18,272
1	Okaloosa	0.25	0.25	\$ 18,272
1	Santa Rosa	1.25	1.25	\$ 91,358
1	Walton	0.25	0.25	\$ 18,272
3	Columbia	1	1.00	\$ 73,087
9	Orange	3	3.00	\$ 219,260
13	Hillsborough	2	2.00	\$ 146,173
20	Lee	1	1.00	\$ 73,087
		9	9.00	\$ 657,779

Cost per FTE [CFY 23-24 Operational Budget data]: \$ 73,087



2024 Proposed Budget Committee Schedule

October:

- **Budget Committee Meeting (October 17th) – WebEx Meeting**
 - 2024 Budget Committee Workplan and Calendar
 - Establish 2024 Budget Committee Workgroups:
 - Jury Management Workgroup – Jury Funding Discussion
 - Surplus Revenue Collections Distribution Workgroup
 - Needs-Based Budget Workgroup
 - Living Wage Analysis Workgroup

November:

- *No need for Budget Committee Meeting in November*

December:

- **REC Meeting (December 20th)**
- *No need for Budget Committee Meeting in December*

January:

- **Legislative Session Begins (January 9th)**
- *No need for Budget Committee Meeting in January*

February:

- Workgroups Status Update (via email) – memo sent out February 27th
- *No need for Budget Committee Meeting in February*

March:

- **Legislative Session Ends (March 8th)**
- **CCOC Executive Council Meeting (March 18th)**
- **Winter Conference in Jacksonville (March 19th-21st)**
- **Budget Committee Meeting (March 28th) – WebEx Meeting**
 - Post-Session Legislative Update
 - REC Results Update

- Workgroups Update
- CFY 2022-23 Finalized Settle-Up Calculation Update
- Approve Updated Funding Issues Request Forms
- Establish Reserve Fund Calculation for CFY 2024-25

April:

- *No need for Budget Committee Meeting in April*

May:

- **Budget Committee Meeting (May 8th) – In-Person Meeting (Citrus County)**
 - Workgroups Update
 - Approve Updated Funding Issues Request Forms
 - Approve Jury Management Reimbursement Form for SFY 2024-25
 - Approve Additional Current Year Funding Allocation
 - Operational Budget Discussion
 - Establish CFY 2024-25 Base Budget
 - Funding Allocation Deliberation

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 18th)**
- **Summer Conference in Orlando (June 19th-21st)**
- *No need for Budget Committee Meeting in June*

July:

- *No need for Budget Committee Meeting in July*
- **REC Meeting**

August:

- **Budget Committee Meeting (early August) – In-Person Meeting (Orange County Courthouse)**
 - REC Results Update
 - Budget Presentations by Counties
 - Budget Deliberations / Approve CFY 2024-25 Revenue-Limited Budget
 - Approve CFY 2024-25 Needs-Based Budget
 - PIE Committee Update on Performance Measures

September:

- **CCOC Executive Council Meeting (September 8th)**
- **Fall Conference in Miami (September 9th-11th)**
- *No need for Budget Committee Meeting in September*