

LAURA E. ROTH
CLERK OF THE CIRCUIT COURT - VOLUSIA COUNTY, FLORIDA

ADOPTED BUDGET
FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020

LAURA E. ROTH
CLERK OF THE CIRCUIT COURT - VOLUSIA COUNTY, FLORIDA

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This schedule shows the full time equivalent positions provided for in the budget.

LAURA E. ROTH
CLERK OF THE CIRCUIT COURT
SEVENTH JUDICIAL CIRCUIT – VOLUSIA COUNTY, FLORIDA

September 30, 2019

Dear Members of the County Council:

In accordance with Section 218.35(3) of the Florida Statutes, I am pleased to present the Clerk of the Circuit Court budget for the fiscal year ending September 30, 2020. The activities of the Clerk include a wide range of recordkeeping, financial management, and information management services related to the court system and the public records of Volusia County.

BUDGET PROCESS

The General Fund budget of the Clerk is separated into Court Related and General Government activities. A separate budget is required for Court Related revenues and expenditures which is reviewed by the Florida Clerks of Court Operations Corporation and submitted to the legislature and the Supreme Court each year.

Functions of the Clerk as relates to the Circuit and County Courts

- Maintains custody and control of all court files.
- Attends court sessions.
- Files indictments, pleadings and verdicts.
- Summons jurors, witnesses and defendants.
- Prepares the appellate record.
- Conducts mortgage foreclosure sales.
- Assists victims of abuse in completing the paperwork necessary to seek injunctions for protection.
- Assists plaintiffs in completing the paperwork necessary to file for a simplified divorce.
- Assists plaintiffs in completing the paperwork necessary to file a small claims lawsuit.
- Administers oaths.
- Compiles and reports statistical and financial data.

Clerk of the Circuit Court – Volusia County
Budget for Fiscal Year Ending September 30, 2020

Functions of the Clerk as relates to General Government functions of County Recorder

- Records and indexes deeds, mortgages and real estate transactions.
- Processes tax deed applications and conducts tax deed sales.
- Records public defender liens and all judgments rendered by the court.
- Maintains public land records.
- Processes marriage licenses and passports.
- Performs marriage ceremonies.

Functions of the Clerk as relates to the support of the Criminal Justice Community

- Provide support warrant tracking software and hardware to VCSO.
- Provide support warrant service software and hardware to VCSO and other Volusia County Law Enforcement agencies.
- Provide and support Drug Court with case maintenance and integration software.
- Provide and support Pre-trial Services with case maintenance software.
- Provide and support the judiciary with electronic case file access.
- Support information exchanges with the Sheriff, Jail, State Attorney, and Public Defender.

Special Revenue Funds

The Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally or administratively restricted to expenditures for specified purposes. The Clerk has two Special Revenue Funds which are governed by Chapter 28 of the Florida Statutes. They are the Modernization Trust Fund Court Technology \$1.90, and the Modernization Trust Fund Public Records Modernization \$1.00.

Excess Fees and Unexpended Appropriations

The Clerk is required under Section 218.36 of the Florida Statutes to submit to the County of Volusia, all excess fees from general government operations by October 31st after the close of the fiscal year.

The Clerk is required to remit unexpended appropriations for the Court-Related activities to the State of Florida. The unexpended amount for the fiscal year ending September 30, 2020 must be remitted by January 25, 2021.

The Clerk does not have the opportunity to accumulate net assets in the general fund.

Clerk of the Circuit Court – Volusia County
Budget for Fiscal Year Ending September 30, 2020

REVENUE HIGHLIGHTS

The Court-Related activities are funded by revenues from fines, fees, and service charges. Distributions from the Clerk of Court Trust Fund will be made to fund Clerks with revenues insufficient to meet their approved budget expenditures. The Volusia Clerk is scheduled to receive \$2,541,280 for this purpose. This represents 20.95% of the total court budget.

Various factors were considered in preparing the budget for the 2020 fiscal year. The Clerk expects the recording fee revenues to remain stable for the coming fiscal year with a small increase. The recording fees for 2019 are projected at \$2.265 million. The recording fees expected for the 2020 fiscal year are budgeted at \$2.3 million.

EXPENDITURE HIGHLIGHTS

The General Fund budget expenditures for 2020 are \$17,597,946. The budgeted expenditures for 2019 were \$16,360,512. The \$1,239,434 increase is due to a \$1,122,079 increase in the Court Operations budget and an \$115,355 increase in the General Government budget.

The Clerks of Court Operations Corporation submitted a budget request for all Clerks in the State of Florida to the Legislative Budget Commission on August 31, 2019. The total proposed budget for all Clerks is \$458,512,672. The Volusia Clerk's approved court budget of \$11,929,346 represents 2.6% of this total. All Clerks were given a 3% increase for the 2020 budget cap and an additional amount for increased work load as compared to the 2019 budget cap. Volusia County's increase for additional work load was \$351,687.

The personal services costs for employee wages and benefits represent 85.46% of the total General Fund Budget. The Clerks have borne within their existing budgets the increased costs of health insurance premiums and Florida Retirement System contributions for the past four years. This increase for fiscal year 2020 is much needed and appreciated.

It is a privilege for me to present this budget for your perusal.

Sincerely,



Laura E. Roth
Clerk of the Circuit Court

**LAURA E. ROTH
CLERK OF THE CIRCUIT COURT - VOLUSIA COUNTY, FLORIDA**

**BUDGET SUMMARY - ALL FUNDS
FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020**

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUE FUNDS</u>	<u>TOTALS</u>
Revenues	\$ 17,597,946	\$ 1,463,000	\$ 19,060,946
Carry Forwards	-	3,918,020	3,918,020
TOTALS	<u><u>\$ 17,597,946</u></u>	<u><u>\$ 5,381,020</u></u>	<u><u>\$ 22,978,966</u></u>
Expenditures	\$ 17,597,946	\$ 2,073,035	\$ 19,670,981
Reserves	-	3,307,985	3,307,985
TOTALS	<u><u>\$ 17,597,946</u></u>	<u><u>\$ 5,381,020</u></u>	<u><u>\$ 22,978,966</u></u>

LAURA E. ROTH
CLERK OF THE CIRCUIT COURT - VOLUSIA COUNTY, FLORIDA

GENERAL FUND - BUDGET SUMMARY
FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2019

	<u>COURT</u> <u>OPERATIONS</u>	<u>GENERAL</u> <u>GOVERNMENT</u>	<u>GENERAL FUND</u> <u>TOTALS</u>
Revenues	\$ 12,129,346	\$ 5,468,600	\$ 17,597,946
Expenditures	\$ 12,129,346	\$ 5,358,570	\$ 17,487,916
Reserves	-	110,030	110,030
TOTALS	\$ 12,129,346	\$ 5,468,600	\$ 17,597,946

VOLUSIA COUNTY CLERK OF THE CIRCUIT COURT
GENERAL BUDGETED FUND REVENUES
FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET
001-00-3316501	CHILD SUPPORT IV-D GRANT	\$ 200,000
001-00-3358001	COURT BUDGET APPROPRIATION	2,541,280
001-00-3358003	JURY REIMBURSEMENT FROM STATE	276,066
001-00-3690101	COUNTY GRANT INFO TECH COST	2,258,600
INTERGOVERNMENTAL REVENUES		<u>5,275,946</u>
001-00-3411001	RECORDING FEES \$5/\$4	2,295,000
001-00-3411002	EXTRA INDEXING FEES	28,000
001-00-3411004	COPIES & CERTIF - NONCOURT	120,000
001-00-3411005	AFFDAVIT SIGN & SEAL	7,000
001-00-3411007	OATH FEES - NONCOURT	100
001-00-3411009	MISC REVENUE-RECORDING OVERAGE	4,000
001-00-3411010	SEARCHING OF RECORDS	100
001-00-3419001	MARRIAGE LICENSE FEES	125,000
001-00-3419002	MARRIAGE CEREMONY FEES	40,000
001-00-3419003	PASSPORT APPLICATION FEES	95,000
001-00-3419004	DOC STAMP- INTANGIBLE FEES	350,000
001-00-3419005	NOTICE FEES	100
001-00-3419006	NOTICE OF CONTEST OF LIEN	1,000
001-00-3419011	TAX DEED APPL FEES \$60	35,000
001-00-3419012	TAX DEED SURPLUS \$10	2,500
001-00-3419013	TAX DEED FORFEITURE DEPOSITS	4,000
001-00-3419014	TAX DEED TO COUNTY 3%,1.5%	30,000
001-00-3419016	ONLINE TAX DEED DEPOSIT FEE	3,000
001-00-3419017	HOME SOLICITATION FEE	500
001-00-3419018	PASSPORT PHOTO FEES	10,000
001-00-3419080	BAD CHECK FEES - NONCOURT	200
001-00-3419090	MICROGRAPHIC FEES	19,400
001-00-3419091	POSTAGE FEES-NONCOURT	40,000
001-00-3419099	MISCELLANEOUS FEES-NONCOURT	100
GENERAL GOVT NONCOURT REV		<u>3,210,000</u>

VOLUSIA COUNTY CLERK OF THE CIRCUIT COURT
GENERAL BUDGETED FUND REVENUES
FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET
001-00-3481101	COUNTY CRIMINAL FILING FE	30,000
001-00-3481209	COUNTY CRIMINAL SERVICE CHARGE	71,400
001-00-3481301	COUNTY CRIMINAL COURT COSTS	286,400
COUNTY CRIMINAL - MISDEMEANOR		<u>387,800</u>
001-00-3482209	CIRCUIT CRIMINAL SERVICE CHARG	25,300
001-00-3482301	CIRCUIT CRIMINAL COURT COSTS	199,400
CIRCUIT CRIMINAL - FELONY		<u>224,700</u>
001-00-3483101	COUNTY CIVIL FILING FEE	2,807,000
001-00-3483201	COUNTY CIVIL SERVICE CHARGES	89,500
COUNTY COURT CIVIL		<u>2,896,500</u>
001-00-3484101	CIRCUIT CIVIL FILING FEE	1,446,800
001-00-3484201	CIRCUIT CIVIL SERVICE CHARGES	598,200
001-00-3484801	CHILD SUPPORT DEPOSITORY FEES	105,000
CIRCUIT COURT CIVIL		<u>2,150,000</u>
001-00-3485209	TRAFFIC SERVICE CHARGES	317,000
001-00-3485301	TRAFFIC COURT COSTS	1,082,500
TRAFFIC		<u>1,399,500</u>
001-00-3486001	JUVENILE FILING FEES	1,700
001-00-3486002	JUVENILE SERVICE CHARGES	4,200
JUVENILE		<u>5,900</u>
001-00-3487101	PROBATE FILING FEES	525,800
001-00-3487201	PROBATE SERVICE CHARGES	73,800
PROBATE		<u>599,600</u>
001-00-3511001	FINES-COUNTY CRIMINAL	121,100
001-00-3512001	FINES - CIRCUIT CRIMINAL	113,200
001-00-3514001	FINES - CIRCUIT CIVIL	400
001-00-3515005	FINES - TRAFFIC	1,212,300
001-00-3516001	FINES - JUVENILE	1,000
FINES & FORFEITURES		<u>1,448,000</u>
TOTAL GENERAL FUND REVENUES		<u><u>\$ 17,597,946</u></u>

VOLUSIA COUNTY CLERK OF THE CIRCUIT COURT
GENERAL FUND COURT EXPENDITURES BY DEPARTMENT
FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET
Dept 04 - COUNTY CIVIL		
PERSONAL		
001-04-5001201	SALARIES & WAGES	\$ 391,924
001-04-5002101	SOCIAL SECURITY TAXES	24,299
001-04-5002102	MEDICARE TAXES	5,682
001-04-5002200	RETIREMENT CONTRIBUTIONS	47,198
001-04-5002301	HEALTH INSURANCE	90,200
001-04-5002302	LIFE INSURANCE	412
001-04-5002303	DISABILITY INSURANCE	3,135
001-04-5002900	EMPLOYEE ASSISTANCE PROGRAM	220
PERSONAL		<u>563,070</u>
OPERATING		
001-04-5003405	CONTRACT SERVICES	10,000
001-04-5004230	FREIGHT & POSTAGE	12,000
001-04-5004701	PRINTING	300
001-04-5004901	TRAINING	700
001-04-5004920	OTHER MISC. EXPENDITURES	100
001-04-5005201	OPERATING SUPPLIES	100
OPERATING		<u>23,200</u>
Totals for dept 04 - COUNTY CIVIL		<u>586,270</u>
Dept 06 - TRAFFIC		
PERSONAL		
001-06-5001201	SALARIES & WAGES	1,414,616
001-06-5002101	SOCIAL SECURITY TAXES	87,709
001-06-5002102	MEDICARE TAXES	20,510
001-06-5002200	RETIREMENT CONTRIBUTIONS	127,921
001-06-5002301	HEALTH INSURANCE	336,200
001-06-5002302	LIFE INSURANCE	1,330
001-06-5002303	DISABILITY INSURANCE	11,685
001-06-5002900	EMPLOYEE ASSISTANCE PROGRAM	820
PERSONAL		<u>2,000,791</u>
OPERATING		
001-06-5003405	CONTRACT SERVICES	65,000
001-06-5004230	FREIGHT & POSTAGE	12,000
001-06-5004660	OFFICE EQUIPMENT MAINTENANCE	2,200
001-06-5004901	TRAINING	700
001-06-5004920	OTHER MISC. EXPENDITURES	100
001-06-5005201	OPERATING SUPPLIES	100
OPERATING		<u>80,100</u>
Totals for dept 06 - TRAFFIC		<u>2,080,891</u>
Dept 07 - COUNTY CRIMINAL - MISDEMEANOR		
PERSONAL		
001-07-5001201	SALARIES & WAGES	722,709
001-07-5002101	SOCIAL SECURITY TAXES	44,807
001-07-5002102	MEDICARE TAXES	10,479
001-07-5002200	RETIREMENT CONTRIBUTIONS	62,859
001-07-5002301	HEALTH INSURANCE	172,200
001-07-5002302	LIFE INSURANCE	713

VOLUSIA COUNTY CLERK OF THE CIRCUIT COURT
GENERAL FUND COURT EXPENDITURES BY DEPARTMENT
FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET
001-07-5002303	DISABILITY INSURANCE	5,985
001-07-5002900	EMPLOYEE ASSISTANCE PROGRAM	420
PERSONAL		<u>1,020,172</u>
OPERATING		
001-07-5003405	CONTRACT SERVICES	11,000
001-07-5004004	MILEAGE & TRAVEL	100
001-07-5004230	FREIGHT & POSTAGE	12,000
001-07-5004701	PRINTING	5,000
001-07-5004901	TRAINING	700
001-07-5004920	OTHER MISC. EXPENDITURES	100
001-07-5005201	OPERATING SUPPLIES	3,200
OPERATING		<u>32,100</u>
Totals for dept 07 - COUNTY CRIMINAL - MISDEMEANOR		<u>1,052,272</u>
Dept 08 - PROBATE		
PERSONAL		
001-08-5001201	SALARIES & WAGES	490,143
001-08-5002101	SOCIAL SECURITY TAXES	30,389
001-08-5002102	MEDICARE TAXES	7,106
001-08-5002200	RETIREMENT CONTRIBUTIONS	41,515
001-08-5002301	HEALTH INSURANCE	114,800
001-08-5002302	LIFE INSURANCE	479
001-08-5002303	DISABILITY INSURANCE	3,990
001-08-5002900	EMPLOYEE ASSISTANCE PROGRAM	280
PERSONAL		<u>688,702</u>
OPERATING		
001-08-5003405	CONTRACT SERVICES	10,000
001-08-5004230	FREIGHT & POSTAGE	5,000
001-08-5004660	OFFICE EQUIPMENT MAINTENANCE	200
001-08-5004701	PRINTING	400
001-08-5004901	TRAINING	700
001-08-5004920	OTHER MISC. EXPENDITURES	100
001-08-5005201	OPERATING SUPPLIES	700
OPERATING		<u>17,100</u>
Totals for dept 08 - PROBATE		<u>705,802</u>
Dept 09 - FAMILY LAW		
PERSONAL		
001-09-5001201	SALARIES & WAGES	91,502
001-09-5002101	SOCIAL SECURITY TAXES	5,673
001-09-5002102	MEDICARE TAXES	1,326
001-09-5002200	RETIREMENT CONTRIBUTIONS	7,750
001-09-5002301	HEALTH INSURANCE	24,600
001-09-5002302	LIFE INSURANCE	93
001-09-5002303	DISABILITY INSURANCE	855
001-09-5002900	EMPLOYEE ASSISTANCE PROGRAM	60
PERSONAL		<u>131,859</u>
OPERATING		
001-09-5004004	MILEAGE & TRAVEL	100

VOLUSIA COUNTY CLERK OF THE CIRCUIT COURT
GENERAL FUND COURT EXPENDITURES BY DEPARTMENT
FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET
001-09-5004230	FREIGHT & POSTAGE	12,000
001-09-5004901	TRAINING	700
001-09-5004920	OTHER MISC. EXPENDITURES	100
001-09-5005201	OPERATING SUPPLIES	1,900
OPERATING		<u>14,800</u>
Totals for dept 09 - FAMILY LAW		<u>146,659</u>
Dept 10 - CIRCUIT CIVIL		
PERSONAL		
001-10-5001201	SALARIES & WAGES	923,823
001-10-5002101	SOCIAL SECURITY TAXES	57,278
001-10-5002102	MEDICARE TAXES	13,393
001-10-5002200	RETIREMENT CONTRIBUTIONS	85,686
001-10-5002301	HEALTH INSURANCE	196,800
001-10-5002302	LIFE INSURANCE	940
001-10-5002303	DISABILITY INSURANCE	6,840
001-10-5002900	EMPLOYEE ASSISTANCE PROGRAM	480
PERSONAL		<u>1,285,240</u>
OPERATING		
001-10-5003101	LEGAL	10,000
001-10-5004230	FREIGHT & POSTAGE	12,000
001-10-5004660	OFFICE EQUIPMENT MAINTENANCE	100
001-10-5004901	TRAINING	700
001-10-5004920	OTHER MISC. EXPENDITURES	100
001-10-5005201	OPERATING SUPPLIES	6,800
OPERATING		<u>29,700</u>
Totals for dept 10 - CIRCUIT CIVIL		<u>1,314,940</u>
Dept 16 - CIRCUIT CRIMINAL-FELONY		
PERSONAL		
001-16-5001201	SALARIES & WAGES	1,186,030
001-16-5002101	SOCIAL SECURITY TAXES	73,533
001-16-5002102	MEDICARE TAXES	17,195
001-16-5002200	RETIREMENT CONTRIBUTIONS	108,265
001-16-5002301	HEALTH INSURANCE	262,400
001-16-5002302	LIFE INSURANCE	1,188
001-16-5002303	DISABILITY INSURANCE	9,120
001-16-5002900	EMPLOYEE ASSISTANCE PROGRAM	640
PERSONAL		<u>1,658,371</u>
OPERATING		
001-16-5003405	CONTRACT SERVICES	25,000
001-16-5004230	FREIGHT & POSTAGE	12,000
001-16-5004660	OFFICE EQUIPMENT MAINTENANCE	700
001-16-5004701	PRINTING	1,200
001-16-5004901	TRAINING	700
001-16-5004920	OTHER MISC. EXPENDITURES	100
001-16-5005201	OPERATING SUPPLIES	2,300
OPERATING		<u>42,000</u>
Totals for dept 16 - CIRCUIT CRIMINAL-FELONY		<u>1,700,371</u>

VOLUSIA COUNTY CLERK OF THE CIRCUIT COURT
GENERAL FUND COURT EXPENDITURES BY DEPARTMENT
FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET
Dept 17 - CRIMINAL INTAKE		
PERSONAL		
001-17-5001201	SALARIES & WAGES	301,376
001-17-5002101	SOCIAL SECURITY TAXES	18,687
001-17-5002102	MEDICARE TAXES	4,369
001-17-5002200	RETIREMENT CONTRIBUTIONS	24,649
001-17-5002301	HEALTH INSURANCE	73,800
001-17-5002302	LIFE INSURANCE	310
001-17-5002303	DISABILITY INSURANCE	2,565
001-17-5002900	EMPLOYEE ASSISTANCE PROGRAM	180
PERSONAL		<u>425,936</u>
OPERATING		
001-17-5004230	FREIGHT & POSTAGE	2,000
001-17-5004901	TRAINING	700
001-17-5004920	OTHER MISC. EXPENDITURES	100
001-17-5005201	OPERATING SUPPLIES	650
OPERATING		<u>3,450</u>
Totals for dept 17 - CRIMINAL INTAKE		<u>429,386</u>
Dept 19 - JUVENILE		
PERSONAL		
001-19-5001201	SALARIES & WAGES	293,958
001-19-5002101	SOCIAL SECURITY TAXES	18,226
001-19-5002102	MEDICARE TAXES	4,263
001-19-5002200	RETIREMENT CONTRIBUTIONS	24,898
001-19-5002301	HEALTH INSURANCE	65,600
001-19-5002302	LIFE INSURANCE	279
001-19-5002303	DISABILITY INSURANCE	2,280
001-19-5002900	EMPLOYEE ASSISTANCE PROGRAM	160
PERSONAL		<u>409,664</u>
OPERATING		
001-19-5003405	CONTRACT SERVICES	10,000
001-19-5004004	MILEAGE & TRAVEL	100
001-19-5004230	FREIGHT & POSTAGE	1,000
001-19-5004701	PRINTING	4,800
001-19-5004901	TRAINING	700
001-19-5004920	OTHER MISC. EXPENDITURES	100
001-19-5005201	OPERATING SUPPLIES	800
OPERATING		<u>17,500</u>
Totals for dept 19 - JUVENILE		<u>427,164</u>
Dept 21 - JURY MANAGEMENT		
PERSONAL		
001-21-5001201	SALARIES & WAGES	134,778
001-21-5002101	SOCIAL SECURITY TAXES	8,356
001-21-5002102	MEDICARE TAXES	1,954
001-21-5002200	RETIREMENT CONTRIBUTIONS	25,099
001-21-5002301	HEALTH INSURANCE	16,400
001-21-5002302	LIFE INSURANCE	133

VOLUSIA COUNTY CLERK OF THE CIRCUIT COURT
GENERAL FUND COURT EXPENDITURES BY DEPARTMENT
FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET
001-21-5002303	DISABILITY INSURANCE	570
001-21-5002900	EMPLOYEE ASSISTANCE PROGRAM	80
PERSONAL		<u>187,370</u>
OPERATING		
001-21-5003420	JUROR PAYMENTS	86,000
001-21-5004001	LODGING	2,600
001-21-5004002	MEALS	2,000
001-21-5004004	MILEAGE & TRAVEL	250
001-21-5004230	FREIGHT & POSTAGE	14,400
001-21-5004660	OFFICE EQUIPMENT MAINTENANCE	100
001-21-5004901	TRAINING	700
001-21-5004920	OTHER MISC. EXPENDITURES	100
001-21-5005201	OPERATING SUPPLIES	150
OPERATING		<u>106,300</u>
Totals for dept 21 - JURY MANAGEMENT		<u>293,670</u>
Dept 22 - APPEALS		
PERSONAL		
001-22-5001201	SALARIES & WAGES	43,775
001-22-5002101	SOCIAL SECURITY TAXES	2,714
001-22-5002102	MEDICARE TAXES	635
001-22-5002200	RETIREMENT CONTRIBUTIONS	6,391
001-22-5002301	HEALTH INSURANCE	8,200
001-22-5002302	LIFE INSURANCE	31
001-22-5002303	DISABILITY INSURANCE	285
001-22-5002900	EMPLOYEE ASSISTANCE PROGRAM	20
PERSONAL		<u>62,051</u>
OPERATING		
001-22-5004230	FREIGHT & POSTAGE	2,000
001-22-5005201	OPERATING SUPPLIES	100
OPERATING		<u>2,100</u>
Totals for dept 22 - APPEALS		<u>64,151</u>
Dept 26 - UNIFIED FAMILY - NON IV-D		
PERSONAL		
001-26-5001201	SALARIES & WAGES	903,526
001-26-5002101	SOCIAL SECURITY TAXES	56,018
001-26-5002102	MEDICARE TAXES	13,102
001-26-5002200	RETIREMENT CONTRIBUTIONS	91,753
001-26-5002301	HEALTH INSURANCE	205,000
001-26-5002302	LIFE INSURANCE	939
001-26-5002303	DISABILITY INSURANCE	7,125
001-26-5002900	EMPLOYEE ASSISTANCE PROGRAM	500
PERSONAL		<u>1,277,963</u>
OPERATING		
001-26-5003405	CONTRACT SERVICES	16,200
001-26-5004004	MILEAGE & TRAVEL	100
001-26-5004230	FREIGHT & POSTAGE	12,000
001-26-5004901	TRAINING	700

VOLUSIA COUNTY CLERK OF THE CIRCUIT COURT
GENERAL FUND COURT EXPENDITURES BY DEPARTMENT
FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET
001-26-5004920	OTHER MISC. EXPENDITURES	100
001-26-5005201	OPERATING SUPPLIES	200
OPERATING		<u>29,300</u>
Totals for dept 26 - UNIFIED FAMILY - NON IV-D		<u>1,307,263</u>
Dept 30 - CHILD SUPPORT		
PERSONAL		
001-30-5001201	SALARIES & WAGES	252,161
001-30-5002101	SOCIAL SECURITY TAXES	15,634
001-30-5002102	MEDICARE TAXES	3,656
001-30-5002200	RETIREMENT CONTRIBUTIONS	26,177
001-30-5002301	HEALTH INSURANCE	57,400
001-30-5002302	LIFE INSURANCE	248
001-30-5002303	DISABILITY INSURANCE	1,995
001-30-5002900	EMPLOYEE ASSISTANCE PROGRAM	140
PERSONAL		<u>357,411</u>
OPERATING		
001-30-5004230	FREIGHT & POSTAGE	12,000
001-30-5004901	TRAINING	700
001-30-5005201	OPERATING SUPPLIES	359
OPERATING		<u>13,059</u>
Totals for dept 30 - CHILD SUPPORT		<u>370,470</u>
Dept 97 - OH ALLOCATION COURTS		
PERSONAL		
001-97-5001201	SALARIES & WAGES	146,710
001-97-5002101	SOCIAL SECURITY TAXES	9,100
001-97-5002102	MEDICARE TAXES	2,130
001-97-5002200	RETIREMENT CONTRIBUTIONS	31,590
001-97-5002301	HEALTH INSURANCE	16,240
001-97-5002302	LIFE INSURANCE	80
001-97-5002303	DISABILITY INSURANCE	510
001-97-5002900	EMPLOYEE ASSISTANCE PROGRAM	40
001-97-5009102	OH ALLOCATION-PERS SVC	1,027,978
PERSONAL		<u>1,234,378</u>
OPERATING		
001-97-5009103	OH ALLOCATION-OPERATING	415,659
OPERATING		<u>415,659</u>
Totals for dept 97 - OH ALLOCATION COURTS		<u>1,650,037</u>
TOTAL COURT EXPENDITURES		<u><u>\$ 12,129,346</u></u>

VOLUSIA COUNTY CLERK OF THE CIRCUIT COURT
GENERAL FUND GENERAL GOVERNMENT EXPENDITURES BY DEPARTMENT
FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET
Dept 12 - RECORDING		
PERSONAL		
001-12-5001201	SALARIES & WAGES	\$ 769,748
001-12-5001400	OVERTIME WAGES	5,000
001-12-5002101	SOCIAL SECURITY TAXES	47,726
001-12-5002102	MEDICARE TAXES	11,161
001-12-5002200	RETIREMENT CONTRIBUTIONS	76,999
001-12-5002301	HEALTH INSURANCE	164,000
001-12-5002302	LIFE INSURANCE	746
001-12-5002303	DISABILITY INSURANCE	5,760
001-12-5002900	EMPLOYEE ASSISTANCE PROGRAM	420
PERSONAL		<u>1,081,560</u>
OPERATING		
001-12-5003405	CONTRACT SERVICES	15,000
001-12-5004001	LODGING	2,040
001-12-5004002	MEALS	480
001-12-5004230	FREIGHT & POSTAGE	500
001-12-5004420	BUILDING RENTAL	8,000
001-12-5004430	EQUIPMENT RENTAL	500
001-12-5004510	INSURANCE	300,000
001-12-5004660	OFFICE EQUIPMENT MAINTENANCE	35,000
001-12-5004670	OTHER MAINTENANCE - VEHICLES	14,000
001-12-5004701	PRINTING	500
001-12-5004901	TRAINING	16,200
001-12-5004920	OTHER MISC. EXPENDITURES	1,000
001-12-5005102	OFFICE EQUIPMENT < \$1000	12,500
001-12-5005201	OPERATING SUPPLIES	12,000
001-12-5005240	SOFTWARE	24,000
001-12-5005300	SPECIAL EVENTS	3,500
001-12-5005301	EMPLOYEE RECOGNITION	10,100
001-12-5005410	PUBLICATIONS & SUBSCRIPTIONS	350
001-12-5005430	MEMBERSHIPS & DUES	769
OPERATING		<u>456,439</u>
CAPITAL OUTLAY		
001-12-5006410	OFFICE EQUIPMENT	213,000
CAPITAL OUTLAY		<u>213,000</u>
NON-OPERATING		
001-12-5009200	RESERVES	110,030
NON-OPERATING		<u>110,030</u>
Totals for dept 12 - RECORDING		<u><u>1,861,029</u></u>
Dept 20 - MARRIAGE, TAX DEED, PASSPORT		
PERSONAL		
001-20-5001201	SALARIES & WAGES	425,086
001-20-5001400	OVERTIME WAGES	4,000
001-20-5002101	SOCIAL SECURITY TAXES	26,356
001-20-5002102	MEDICARE TAXES	6,165
001-20-5002200	RETIREMENT CONTRIBUTIONS	52,345
001-20-5002301	HEALTH INSURANCE	90,200
001-20-5002302	LIFE INSURANCE	486
001-20-5002303	DISABILITY INSURANCE	3,168

VOLUSIA COUNTY CLERK OF THE CIRCUIT COURT
GENERAL FUND GENERAL GOVERNMENT EXPENDITURES BY DEPARTMENT
FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET
001-20-5002900	EMPLOYEE ASSISTANCE PROGRAM	220
PERSONAL		<u>608,026</u>
OPERATING		
001-20-5003405	CONTRACT SERVICES	16,200
001-20-5004001	LODGING	510
001-20-5004002	MEALS	150
001-20-5004660	OFFICE EQUIPMENT MAINTENANCE	435
001-20-5004901	TRAINING	300
001-20-5005102	OFFICE EQUIPMENT < \$1000	1,000
001-20-5005201	OPERATING SUPPLIES	4,655
001-20-5005300	SPECIAL EVENTS	700
OPERATING		<u>23,950</u>
Totals for dept 20 - MARRIAGE, TAX DEED, PASSPORT		<u>631,976</u>
Dept 23 - SUPPORT SERVICES		
PERSONAL		
001-23-5001201	SALARIES & WAGES	114,317
001-23-5002101	SOCIAL SECURITY TAXES	7,087
001-23-5002102	MEDICARE TAXES	1,657
001-23-5002200	RETIREMENT CONTRIBUTIONS	9,683
001-23-5002301	HEALTH INSURANCE	24,600
001-23-5002302	LIFE INSURANCE	130
001-23-5002303	DISABILITY INSURANCE	864
001-23-5002900	EMPLOYEE ASSISTANCE PROGRAM	60
PERSONAL		<u>158,398</u>
OPERATING		
001-23-5004001	LODGING	200
001-23-5004002	MEALS	50
001-23-5005201	OPERATING SUPPLIES	2,000
OPERATING		<u>2,250</u>
Totals for dept 23 - SUPPORT SERVICES		<u>160,648</u>
Dept 25 - RECORDS RETENTION- NONCOURT		
PERSONAL		
001-25-5001201	SALARIES & WAGES	161,025
001-25-5002101	SOCIAL SECURITY TAXES	9,984
001-25-5002102	MEDICARE TAXES	2,334
001-25-5002200	RETIREMENT CONTRIBUTIONS	13,640
001-25-5002301	HEALTH INSURANCE	41,000
001-25-5002302	LIFE INSURANCE	164
001-25-5002303	DISABILITY INSURANCE	1,440
001-25-5002900	EMPLOYEE ASSISTANCE PROGRAM	100
PERSONAL		<u>229,687</u>
OPERATING		
001-25-5003405	CONTRACT SERVICES	20,000
001-25-5004660	OFFICE EQUIPMENT MAINTENANCE	9,310
OPERATING		<u>29,310</u>
Totals for dept 25 - RECORDS RETENTION- NONCOURT		<u>258,997</u>

VOLUSIA COUNTY CLERK OF THE CIRCUIT COURT
GENERAL FUND GENERAL GOVERNMENT EXPENDITURES BY DEPARTMENT
FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET
Dept 60 - INFORMATION TECHNOLOGY		
PERSONAL		
001-60-5001201	SALARIES & WAGES	1,088,229
001-60-5002101	SOCIAL SECURITY TAXES	67,470
001-60-5002102	MEDICARE TAXES	15,779
001-60-5002200	RETIREMENT CONTRIBUTIONS	111,830
001-60-5002301	HEALTH INSURANCE	157,860
001-60-5002302	LIFE INSURANCE	729
001-60-5002303	DISABILITY INSURANCE	4,964
001-60-5002900	EMPLOYEE ASSISTANCE PROGRAM	360
PERSONAL		<u>1,447,221</u>
OPERATING		
001-60-5003405	CONTRACT SERVICES	12,000
001-60-5004001	LODGING	5,000
001-60-5004002	MEALS	1,100
001-60-5004004	MILEAGE & TRAVEL	6,800
001-60-5004110	TELEPHONE & NETWORK SERVICES	14,000
001-60-5004230	FREIGHT & POSTAGE	1,000
001-60-5004420	BUILDING RENTAL	30,000
001-60-5004660	OFFICE EQUIPMENT MAINTENANCE	10,400
001-60-5004901	TRAINING	15,000
001-60-5004920	OTHER MISC. EXPENDITURES	2,200
001-60-5005102	OFFICE EQUIPMENT < \$1000	10,000
001-60-5005201	OPERATING SUPPLIES	51,379
001-60-5005240	SOFTWARE	248,000
001-60-5005410	PUBLICATIONS & SUBSCRIPTIONS	3,000
001-60-5005430	MEMBERSHIPS & DUES	1,500
OPERATING		<u>411,379</u>
CAPITAL OUTLAY		
001-60-5006410	OFFICE EQUIPMENT	400,000
CAPITAL OUTLAY		<u>400,000</u>
Totals for dept 60 - INFORMATION TECHNOLOGY		<u>2,258,600</u>
Dept 98 - OH ALLOCATION NONCOURTS		
PERSONAL		
001-98-5009102	OH ALLOCATION-PERS SVC	210,550
PERSONAL		<u>210,550</u>
OPERATING		
001-98-5009103	OH ALLOCATION-OPERATING	86,800
OPERATING		<u>86,800</u>
Totals for dept 98 - OH ALLOCATION NONCOURTS		<u>297,350</u>
TOTAL GENERAL GOVERNMENT EXPENDITURES		<u>\$ 5,468,600</u>

VOLUSIA COUNTY CLERK OF THE CIRCUIT COURT
GENERAL FUND OVERHEAD ALLOCATIONS BY DEPARTMENT
FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET
Dept 01 - CLERKS ADMINISTRATIVE		
PERSONAL		
001-01-5001101	CLERK'S SALARY	\$ 154,690
001-01-5001201	SALARIES & WAGES	89,180
001-01-5002101	SOCIAL SECURITY TAXES	13,770
001-01-5002102	MEDICARE TAXES	3,540
001-01-5002200	RETIREMENT CONTRIBUTIONS	98,180
001-01-5002301	HEALTH INSURANCE	20,000
001-01-5002302	LIFE INSURANCE	200
001-01-5002303	DISABILITY INSURANCE	800
001-01-5002900	EMPLOYEE ASSISTANCE PROGRAM	40
001-01-5009102	OH ALLOCATION-PERS SVC	<u>(380,400)</u>
PERSONAL		-
OPERATING		
001-01-5003101	LEGAL	5,000
001-01-5003405	CONTRACT SERVICES	30,000
001-01-5004001	LODGING	7,000
001-01-5004002	MEALS	1,500
001-01-5004004	MILEAGE & TRAVEL	2,000
001-01-5004701	PRINTING	1,100
001-01-5004901	TRAINING	5,000
001-01-5004920	OTHER MISC. EXPENDITURES	500
001-01-5005102	OFFICE EQUIPMENT < \$1000	500
001-01-5005201	OPERATING SUPPLIES	500
001-01-5005300	SPECIAL EVENTS	4,700
001-01-5005301	EMPLOYEE RECOGNITION	7,000
001-01-5005410	PUBLICATIONS & SUBSCRIPTIONS	2,600
001-01-5005430	MEMBERSHIPS & DUES	2,600
001-01-5009103	OH ALLOCATION-OPERATING	<u>(70,000)</u>
OPERATING		-
Totals for dept 01 - CLERKS ADMINISTRATIVE		<u>-</u>
Dept 03 - HUMAN RESOURCES		
PERSONAL		
001-03-5001201	SALARIES & WAGES	234,340
001-03-5002101	SOCIAL SECURITY TAXES	14,530
001-03-5002102	MEDICARE TAXES	3,400
001-03-5002200	RETIREMENT CONTRIBUTIONS	39,500
001-03-5002301	HEALTH INSURANCE	32,800
001-03-5002302	LIFE INSURANCE	250
001-03-5002303	DISABILITY INSURANCE	1,340
001-03-5002900	EMPLOYEE ASSISTANCE PROGRAM	80
001-03-5009102	OH ALLOCATION-PERS SVC	<u>(326,240)</u>
PERSONAL		-
OPERATING		
001-03-5003405	CONTRACT SERVICES	5,000
001-03-5004001	LODGING	1,800
001-03-5004002	MEALS	500
001-03-5004004	MILEAGE & TRAVEL	200
001-03-5004701	PRINTING	100
001-03-5004901	TRAINING	1,600

VOLUSIA COUNTY CLERK OF THE CIRCUIT COURT
GENERAL FUND OVERHEAD ALLOCATIONS BY DEPARTMENT
FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET
001-03-5004920	OTHER MISC. EXPENDITURES	200
001-03-5005201	OPERATING SUPPLIES	2,900
001-03-5005210	UNIFORMS	800
001-03-5005300	SPECIAL EVENTS	5,300
001-03-5005301	EMPLOYEE RECOGNITION	9,000
001-03-5005410	PUBLICATIONS & SUBSCRIPTIONS	300
001-03-5005430	MEMBERSHIPS & DUES	1,200
001-03-5009103	OH ALLOCATION-OPERATING	(28,900)
OPERATING		-
Totals for dept 03 - HUMAN RESOURCES		-
Dept 11 - RECORDS MGMT - ADMINISTRATIVE		
OPERATING		
001-11-5004001	LODGING	300
001-11-5004002	MEALS	510
001-11-5004701	PRINTING	300
001-11-5004901	TRAINING	2,095
001-11-5005102	OFFICE EQUIPMENT < \$1000	1,000
001-11-5005201	OPERATING SUPPLIES	3,000
001-11-5005430	MEMBERSHIPS & DUES	625
001-11-5009103	OH ALLOCATION-OPERATING	(7,830)
OPERATING		-
Totals for dept 11 - RECORDS MGMT - ADMINISTRATIVE		-
Dept 18 - PUCHASING		
OPERATING		
001-18-5004230	FREIGHT & POSTAGE	160,000
001-18-5004430	EQUIPMENT RENTAL	2,680
001-18-5004660	OFFICE EQUIPMENT MAINTENANCE	7,740
001-18-5004701	PRINTING	35,000
001-18-5005102	OFFICE EQUIPMENT < \$1000	2,000
001-18-5005201	OPERATING SUPPLIES	25,000
001-18-5005210	UNIFORMS	1,000
001-18-5009103	OH ALLOCATION-OPERATING	(233,420)
OPERATING		-
Totals for dept 18 - PUCHASING		-
Dept 29 - ACCOUNTING		
PERSONAL		
001-29-5001201	SALARIES & WAGES	381,530
001-29-5002101	SOCIAL SECURITY TAXES	23,656
001-29-5002102	MEDICARE TAXES	5,531
001-29-5002200	RETIREMENT CONTRIBUTIONS	54,128
001-29-5002301	HEALTH INSURANCE	64,400
001-29-5002302	LIFE INSURANCE	368
001-29-5002303	DISABILITY INSURANCE	2,135
001-29-5002900	EMPLOYEE ASSISTANCE PROGRAM	140
001-29-5009102	OH ALLOCATION-PERS SVC	(531,888)
PERSONAL		-
OPERATING		

VOLUSIA COUNTY CLERK OF THE CIRCUIT COURT
GENERAL FUND OVERHEAD ALLOCATIONS BY DEPARTMENT
FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET
001-29-5003201	ACCOUNTING & AUDITING	24,000
001-29-5003405	CONTRACT SERVICES	5,000
001-29-5004001	LODGING	2,500
001-29-5004002	MEALS	300
001-29-5004004	MILEAGE & TRAVEL	1,500
001-29-5004660	OFFICE EQUIPMENT MAINTENANCE	500
001-29-5004901	TRAINING	1,500
001-29-5004910	ADVERTISING	2,300
001-29-5004920	OTHER MISC. EXPENDITURES	200
001-29-5005102	OFFICE EQUIPMENT < \$1000	1,000
001-29-5005201	OPERATING SUPPLIES	2,600
001-29-5005240	SOFTWARE	600
001-29-5005430	MEMBERSHIPS & DUES	1,500
001-29-5009103	OH ALLOCATION-OPERATING	(43,500)
OPERATING		-
Totals for dept 29 - ACCOUNTING		-
Dept 97 - OH ALLOCATION COURTS		
PERSONAL		
001-97-5001201	SALARIES & WAGES	146,710
001-97-5002101	SOCIAL SECURITY TAXES	9,100
001-97-5002102	MEDICARE TAXES	2,130
001-97-5002200	RETIREMENT CONTRIBUTIONS	31,590
001-97-5002301	HEALTH INSURANCE	16,240
001-97-5002302	LIFE INSURANCE	80
001-97-5002303	DISABILITY INSURANCE	510
001-97-5002900	EMPLOYEE ASSISTANCE PROGRAM	40
001-97-5009102	OH ALLOCATION-PERS SVC	1,027,978
PERSONAL		1,234,378
OPERATING		
001-97-5009103	OH ALLOCATION-OPERATING	415,659
OPERATING		415,659
Totals for dept 97 - OH ALLOCATION COURTS		1,650,037
Dept 98 - OH ALLOCATION NONCOURTS		
PERSONAL		
001-98-5009102	OH ALLOCATION-PERS SVC	210,550
PERSONAL		210,550
OPERATING		
001-98-5009103	OH ALLOCATION-OPERATING	86,800
OPERATING		86,800
Totals for dept 98 - OH ALLOCATION NONCOURTS		297,350
TOTAL OVERHEAD ALLOCATIONS		\$ 1,947,387

VOLUSIA COUNTY CLERK OF THE CIRCUIT COURT
SPECIAL REVENUE FUNDS BUDGET SUMMARY
FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET
COURT MODERNIZATION TRUST FUND		
ESTIMATED REVENUES		
168-00-3410101	MTF RECORDING FEE \$1/.50	\$ 2,000
168-00-3410103	MTF FEE COURT TECH \$1.90	1,100,000
168-00-3611140	INTEREST INCOME - MTF \$1.90	35,000
168-00-3890010	CARRY FORWARD	3,436,700
TOTAL ESTIMATED REVENUES		<u>4,573,700</u>
APPROPRIATIONS		
168-00-5001201	SALARIES & WAGES	247,477
168-00-5002101	SOCIAL SECURITY TAXES	15,344
168-00-5002102	MEDICARE TAXES	3,588
168-00-5002200	RETIREMENT CONTRIBUTIONS	20,813
168-00-5002301	HEALTH INSURANCE	26,310
168-00-5002302	LIFE INSURANCE	178
168-00-5002303	DISABILITY INSURANCE	325
168-00-5003405	CONTRACT SERVICES	600,000
168-00-5004660	OFFICE EQUIPMENT MAINTENANCE	75,000
168-00-5005102	OFFICE EQUIPMENT < \$1000	31,000
168-00-5005240	SOFTWARE	350,000
168-00-5005410	PUBLICATIONS & SUBSCRIPTIONS	10,000
168-00-5005420	SUBSCRIPTIONS	5,000
168-00-5006410	OFFICE EQUIPMENT	180,000
168-00-5009200	RESERVES	3,008,665
TOTAL APPROPRIATIONS		<u>4,573,700</u>
NET OF REVENUES/APPROPRIATIONS - FUND 168		<u>\$ -</u>
RECORDS MODERNIZATION TRUST FUND		
ESTIMATED REVENUES		
169-00-3410101	MTF RECORDING FEE \$1/.50	\$ 326,000
169-00-3890010	CARRY FORWARD	481,320
TOTAL ESTIMATED REVENUES		<u>807,320</u>
APPROPRIATIONS		
169-00-5003405	CONTRACT SERVICES	300,000
169-00-5004660	OFFICE EQUIPMENT MAINTENANCE	15,000
169-00-5005102	OFFICE EQUIPMENT < \$1000	10,000
169-00-5005240	SOFTWARE	140,000
169-00-5005420	SUBSCRIPTIONS	8,000
169-00-5006410	OFFICE EQUIPMENT	35,000
169-00-5009200	RESERVES	299,320
TOTAL APPROPRIATIONS		<u>807,320</u>
NET OF REVENUES/APPROPRIATIONS - FUND 169		<u>\$ -</u>
ESTIMATED REVENUES - ALL FUNDS		\$ 5,381,020
APPROPRIATIONS - ALL FUNDS		5,381,020
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		<u>\$ -</u>

LAURA E. ROTH
CLERK OF THE CIRCUIT COURT - VOLUSIA COUNTY, FLORIDA
Budget Overview - Fiscal Year Ending September 30, 2020

BACKGROUND INFORMATION

The County of Volusia, Florida (the “County”), implemented a County Home Rule Charter on January 1, 1971, as provided by Section 125.60 of the Laws of Florida. The County operates under an elected County Council and provides services to its more than 500,000 residents. Section 503 of the Charter specifically excludes the office of the Clerk of the Circuit Court (the “Clerk”) and its related activities, as it is a separate governmental unit governed by the Constitution and Laws of Florida. The Clerk’s annual budget does not include the budget of the County Council Charter government (the “County of Volusia, Florida”) representing the County Council, Supervisor of Elections, Sheriff and Property Appraiser.

FUNDS REPORTED IN THIS BUDGET DOCUMENT

General Fund – The General Fund is the general operating fund of the Clerk. It is used to account for all financial resources, except those required to be accounted for in another fund.

Special Revenue Funds – The special revenue funds are used to account for the proceeds of specific revenue sources that are legally or administratively restricted to expenditures for specified purposes. The Clerk has two Special Revenue Funds: Modernization Trust Fund - Public Records Modernization and Modernization Trust Fund - Court Technology.

FUNDS NOT REPORTED IN THIS BUDGET DOCUMENT - FIDUCIARY FUNDS

Agency Funds – Agency funds are used to account for assets held by the Clerk in a trustee capacity or as an agent for individuals, private organizations, other governments and/or funds. The Clerk has six agency funds. They are excluded from this budget because they are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The Clerk’s agency funds are: Court Registry, Documentary Stamps and Intangible Tax, Fine and Forfeiture, Miscellaneous Deposits, Juror and Witness Payments, Tax Deed Sales.

BUDGETARY POLICIES

The Clerk follows these procedures in establishing the budgetary data:

- (1) Section 218.35 of the Florida Statutes requires the Clerk, as a fee officer, to establish an annual budget reflecting resources available and function for which funds are to be expended.

- (2) The proposed budget is to be filed with the clerk of the County Council by September 1st preceding the fiscal year of the budget.
- (3) The Clerk was required to submit a budget for Court Related revenues and expenditures (for functions elaborated in Section 28.36 of the Florida Statutes) for the fiscal year ending September 30, 2020 by May 1, 2019. The budget was submitted to the Florida Clerks of Court Operations Corporation in accordance with Section 28.36 of the Florida Statutes. The corporation reviewed the budget request approved the final budget on September 30, 2019.
- (4) The Clerk can amend the General Government budget (Non-court General Revenue Fund) and special revenue budgets as deemed necessary during the year. Budgetary control is at the total revenue and expenditure level.
- (5) The Clerk must request approval from the Florida Clerks of Court Operations Corporation in order to amend the Court related budget. Budgetary control is at the total revenue and expenditure level.
- (6) The Clerk must remit to the General Fund of the County of Volusia, Florida, any excess revenues over expenditures for general government operations in the Clerk's General Fund. This must be done by October 31st after the close of the fiscal year, in accordance with Section 218.36 of the Florida Statutes.
- (7) The Clerk must remit to the State of Florida General Revenue Fund the unexpended revenues for the period October 1, 2018 to September 30, 2019 by January 25, 2020.
- (8) Formal budgetary integration is employed as a management control device during the year for the Clerk's General Fund and Special Revenue Funds. Appropriations lapse at the close of the fiscal year.
- (9) The budgets for the Clerk's General and Special Revenue Funds are adopted on a basis consistent with generally accepted accounting principles.

EXPLANATION OF BUDGET FUNDING SOURCES

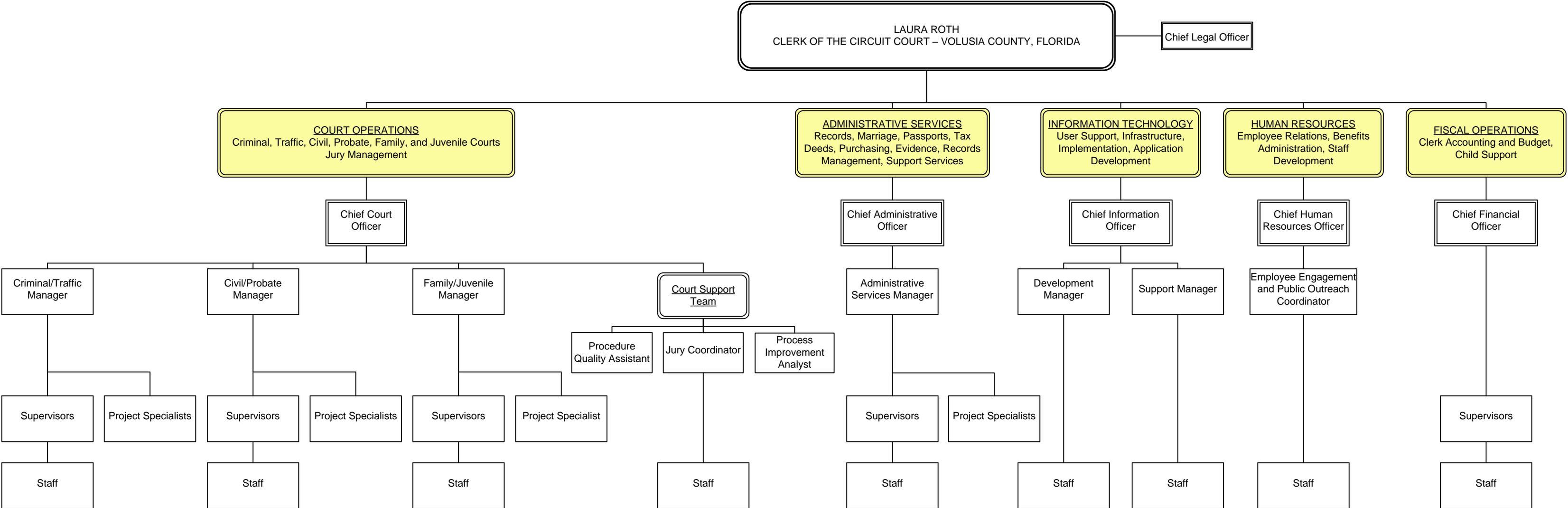
Court Operations: The Florida Legislature is responsible for funding any shortfall in the Clerk's Court related budget. The court revenues are fees and service charges for court users. The County of Volusia retains the responsibility for funding some Court related costs including facilities, communications, and shared technology. The Legislature created the Clerks of Court Operations Corporation (CCOC) to assist the Clerks in the development of their budget and to approve those budgets within statutory guidelines.

General Government: The Clerk collects recording fees as well as tax deed and marriage fees that fund non-court operations. In addition to the recording of official records, centralized administrative functions including human resources, purchasing, mail and general management are provided by Clerk's Administration. The Clerk receives transfers from the County to provide funding for the Clerk's Information Technology department. Unspent non-court revenues are returned to the County as excess fees. The Clerk has approval authority for the non-court budget.

Title IV-D Grant Reimbursement: Clerks are responsible for assisting in collecting Court ordered child support payments. The Clerk has entered into a contract whereby the Federal government reimburses the Clerk for the cost incurred in providing this service. These services are provided by employees in the Child Support Department and Family Law Departments and their time is captured and expenses are not included in our court related budget. Grant revenues are classified as non-court. The 2020 budget revenue from this grant is \$200,000.

EXPENDITURE INFORMATION

Indirect administrative expenses benefit Court Related and General Government operations and are allocated according to the method used for State court budget reporting. The allocation percentages for the fiscal year ending September 30, 2020 are 83% to Court Related and 17% to General Government.



CLERK OF THE CIRCUIT COURT - VOLUSIA COUNTY, FLORIDA
 BUDGETED FTE SCHEDULE
 FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020

Code	DEPARTMENT	2020 FTE'S	2019 FTE's	2018 FTE'S	2017 FTE'S
04	COUNTY CIVIL	11.0	14.0	15.0	17.0
06	TRAFFIC	42.0	40.0	39.0	41.0
07	COUNTY CRIMINAL	21.0	19.0	21.0	22.0
08	PROBATE	14.0	13.0	12.5	15.0
09	FAMILY LAW	3.0	17.0	20.0	16.0
10	CIRCUIT CIVIL	24.0	26.0	25.0	25.0
16	CIRCUIT CRIMINAL	32.0	33.0	30.0	31.0
17	CRIMINAL INTAKE	9.0	8.0	8.5	8.0
19	JUVENILE	8.0	9.0	10.0	11.0
21	JURY MANAGEMENT	3.0	2.0	3.0	3.5
22	APPEALS	1.0	1.0	1.0	4.5
26	UNIFIED FAMILY	25.0	12.0	5.0	8.0
30	CHILD SUPPORT	7.0	8.0	8.5	9.5
12	RECORDING	20.7	21.5	20.0	21.0
20	MARRIAGE, TAX DEED	11.0	10.0	11.0	9.0
23	SUPPORT SERVICES - COURIER	3.0	3.0	3.0	3.0
25	RECORDS RETENTION	5.0	4.0	9.0	5.0
01	CLERK ADMINISTRATION	2.8	2.0	2.0	3.0
03	HUMAN RESOURCES	4.0	3.0	3.0	2.0
29	ACCOUNTING	8.0	6.0	7.0	6.0
60	INFORMATION TECHNOLOGY	16.4	19.0	15.0	17.0
168	COURT MODERNIZATION TRUST	2.6	-	-	-
	TOTALS	273.5	270.5	268.5	277.5