

Clerk of Circuit Court

Lee County, Florida

LeeClerk.ORG

LINDA DOGGETT : CLERK OF COURT

Fiscal Year 2020 Budget

Prepared by:

Finance & Records Department

Lee County Clerk of Courts Fiscal Year 2020 Budget

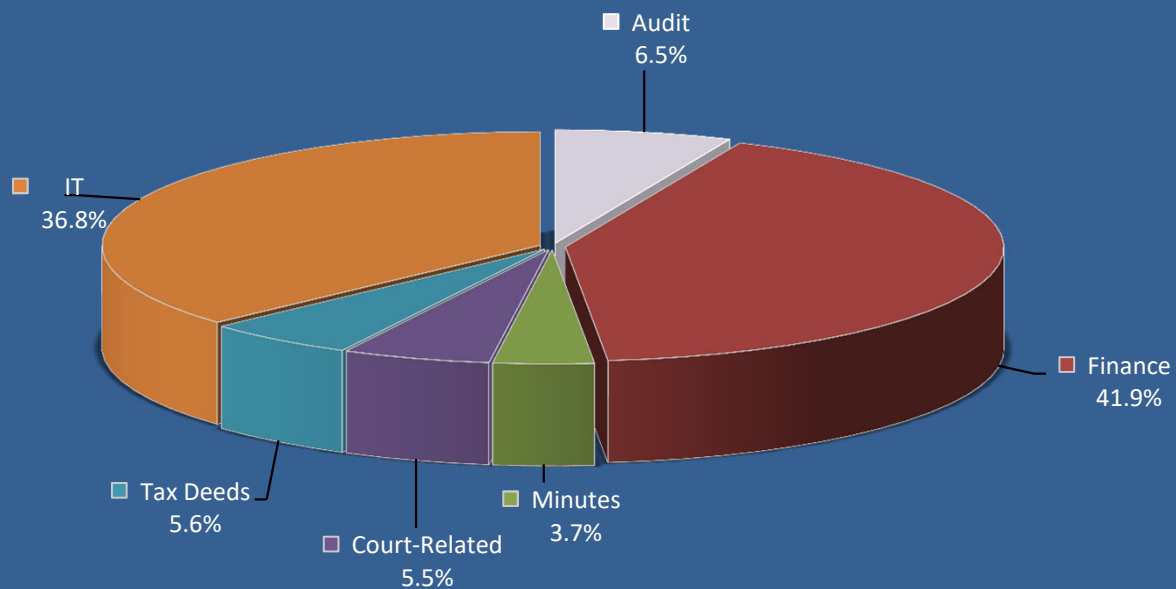
TABLE OF CONTENTS

	PAGE
Total Board Budget Request Summary.....	2
Board Budget Request by Department - Non-Court.....	3
Other Funding Sources.....	4
Clerk Fees Budget by Function - Non-Court.....	5

Lee County Clerk of Courts Fiscal Year 2020 Board Budget Request

Line Item	FY20 Proposed Budget	FY19 Adopted Budget	Variance	Percent Change
Clerk to Board Functions				
Personal Services	\$6,998,813	\$6,716,395	\$282,418	4.20%
Operating Expenses	1,643,685	1,744,919	(101,234)	-5.80%
Capital Outlay & SIP	367,319	277,066	90,253	32.57%
Total Board Functions	\$9,009,817	\$8,738,380	\$271,437	3.11%
State Mandated Article V Court Related Costs & Funding for Local Court Programs				
Article V Court Related Costs	\$178,905	\$192,685	(\$13,780)	-7.15%
Probation Collection	58,369	58,369	0	0.00%
ERC Court	76,788	76,788	0	0.00%
E-First Appearance Weekends	115,553	115,553	0	0.00%
Drug Court	71,712	71,712	0	0.00%
Mental Health Court	17,611	17,611	0	0.00%
Total Court Related	\$518,938	\$532,718	(\$13,780)	-2.59%
Total Operating Board Request	\$9,528,755	\$9,271,098	\$257,657	2.78%
One-time IT & Infrastructure Request				
Core Network Upgrade, Data Center Consolidation, ISYS Replacement, Minutes Office Reconfiguration	\$1,217,500	\$0		
Total Operating & One-time Board Request	\$10,746,255	\$9,271,098		

Lee County Clerk of Courts Fiscal Year 2020 Request Clerk to Board Functions by Department



**Lee County Clerk of Courts
Fiscal Year 2020 Non-Court Board Budget Request by Department
Clerk to Board Functions**

Line Item	Internal Audit	Finance	Minutes	Tax Deeds	DoIT	Total	
Personal Services							
1210	Regular Salaries FT	\$397,404	\$2,616,701	\$225,009	\$346,483	\$1,151,877	\$4,737,474
1230	Regular Salaries PT	23,812	-	-	-	-	23,812
1310	Non-Permanent Labor	3,120	-	-	-	16,765	19,885
1415	Overtime 1.5	-	7,540	-	2,198	42,250	51,988
1510	Special Pay- No Retirement	-	73,666	2,931	8,990	75,219	160,806
2110	FICA Taxes OASDI	26,116	160,710	13,950	21,481	72,374	294,631
2120	Medicare Taxes	6,107	37,945	3,262	5,025	16,945	69,284
2210	Retirement Contribution Regular	45,747	244,088	19,058	25,045	104,043	437,981
2310	Health Insurance	67,978	680,795	68,360	102,218	215,567	1,134,918
2320	Life Insurance	1,280	8,324	672	1,005	3,239	14,520
2330	Dental Insurance	1,954	18,180	2,220	3,058	5,772	31,184
2350	Disability Insurance	1,908	12,430	1,081	1,662	5,249	22,330
Total Personal Services		\$575,426	\$3,860,379	\$336,543	\$517,165	\$1,709,300	\$6,998,813
Operating Expenses							
3120	Legal Services	6,000	-	-	7,326	7,276	20,602
3190	Other Professional Services	-	18,000	-	-	82,233	100,233
3460	Data Processing/Software Services	-	6,500	-	-	200,832	207,332
3490	Other Contractual Services	8,100	32,901	5,050	-	1,833	47,884
4010	Local Travel Per Diem	780	75	250	-	1,310	2,415
4022	Out of County Travel	10,800	18,348	1,538	896	27,720	59,302
4110	Telecommunications	-	-	-	-	255,742	255,742
4120	Advertising	-	225	-	-	-	225
4211	Freight, Postage & Courier	60	17,404	50	2,198	-	19,712
4315	Television Cable Service	-	186	-	-	-	186
4410	Land, Building & Parking Rental	-	-	-	-	46,621	46,621
4430	Office Equipment Rentals	-	-	-	-	26,556	26,556
4630	Office Equipment Maintenance	-	1,955	250	-	13,823	16,028
4640	Data Processing Equip Maintenance	-	-	-	-	511,064	511,064
4690	Internal Repair & Maintenance	600	240	-	-	36,377	37,217
4710	Print Bind Copy External	1,200	6,050	8,440	733	-	16,423
4970	License, Permit, & Application	1,080	1,295	-	-	-	2,375
5120	General Office Supplies	450	7,119	1,000	366	3,638	12,573
5130	Data Processing Supplies	-	-	-	-	6,042	6,042
5280	Minor Equipment	720	620	-	-	173,217	174,557
5410	Reference Materials	600	1,215	-	-	1,237	3,052
5420	Memberships	6,000	3,705	-	-	4,685	14,390
5430	Education	-	2,000	-	-	-	2,000
5531	Training/Seminars/Business Meetings	10,800	11,640	-	-	38,714	61,154
Total Operating Expenses		\$47,190	\$129,478	\$16,578	\$11,519	\$1,438,920	\$1,643,685
Capital Equipment & Software							
Capital Outlay & SIP		-	5,000	-	-	362,319	367,319
Grand Total		\$622,616	\$3,994,857	\$353,121	\$528,684	\$3,510,539	\$9,009,817

**Lee County Clerk of Courts
Fiscal Year 2020 Other Funding Sources**

Line Item	FY20 Proposed Budget	FY19 Adopted Budget	Variance	Variance Percent Change
Clerk Fees Budget - Non-Court				
Total Personal Services	5,376,283	5,092,730	283,553	5.57%
Total Operating Expenses	788,763	907,173	(118,410)	-13.05%
Capital Outlay	136,031	106,934	29,097	27.21%
Total Fees Budget	\$6,301,077	\$6,106,837	\$194,240	3.18%
Special Revenue Funds				
Total Personal Services	2,699,501	2,311,571	387,930	16.78%
Total Operating Expenses	2,650,441	1,406,397	1,244,044	88.46%
Capital Outlay	1,680,000	960,000	720,000	75.00%
Total Special Revenue Fund Budget	\$7,029,942	\$4,677,968	\$2,351,974	50.28%
Court Budget*				
Total Personal Services	12,100,261	11,255,609	844,652	7.50%
Total Operating Expenses	500,056	437,256	62,800	14.36%
Capital Outlay	9,000	10,500	(1,500)	-14.29%
Total Court Budget	\$12,609,317	\$11,703,365	\$905,952	7.74%

* Pursuant to Sections 28.35 and 28.36, Florida Statutes, a balanced court related budget must be prepared on or before June 1 and submitted to the Clerks of Court Operations Corporation. The Corporation shall complete its review and adjustment to the Clerk's budget request and make recommendations to the Legislature by August 1 each year.

Lee County Clerk of Courts
Fiscal Year 2020 Clerk Fees Budget by Department (Non-Court)

Line Item	Clerk Admin	Internal Audit	TDC	Micrographics	DoIT	Recording	Human Resources	Total
Personal Services								
1110	Elected Official Salaries	\$83,830	-	-	-	-	-	\$83,830
1210	Regular Salaries FT	232,281	\$312,262	\$329,410	\$151,423	\$620,241	\$399,857	3,331,331
1230	Regular Salaries PT	38,883	15,875	40,319	37,776	-	-	132,853
1310	Non-Permanent Labor	-	-	-	-	9,027	-	9,027
1410	Overtime 1.0	-	-	-	4,306	-	-	4,306
1415	Overtime 1.5	-	-	-	-	22,750	8,000	30,750
1510	Special Pay- No Retirement	4,536	2,080	5,400	3,577	40,503	23,896	90,805
2110	FICA Taxes OASDI	20,933	20,345	22,925	11,731	38,970	79,723	217,903
2120	Medicare Taxes	5,148	4,758	5,362	2,744	9,124	18,647	51,581
2210	Retirement Contribution- Regular	35,189	34,507	36,920	16,025	56,023	111,782	350,967
2310	Health Insurance	61,487	58,157	103,578	41,814	116,074	477,033	954,433
2315	Employee Assistance Program	-	-	-	-	-	8,400	8,400
2320	Life Insurance	1,139	973	973	385	1,744	3,475	10,098
2330	Dental Insurance	1,510	1,598	2,664	1,332	3,108	13,098	25,530
2350	Disability Insurance	1,518	1,499	1,580	726	2,826	6,175	16,244
2510	Unemployment Comp	8,000	-	-	-	-	-	8,000
2610	OPEB	50,225	-	-	-	-	-	50,225
Total Personal Services		544,679	452,054	549,131	271,839	920,390	2,027,686	5,376,283
Operating Expenses								
3120	Legal Services	5,000	4,000	2,000.00	-	2,725	5,000	18,725
3190	Other Professional Services	-	-	-	-	30,795	-	30,795
3460	Data Processing/Software Services	-	-	-	-	75,208	-	75,208
3490	Other Contractual Services	10,000	5,400.00	4,500	21,000	687	1,133	63,320
4010	Local Travel Per Diem	100	520	800	200	490	-	2,110
4022	Out of County Travel	4,325	7,200	7,000	2,620	10,380	2,702	39,295
4110	Telecommunications	-	-	-	480	95,770	-	96,250
4120	Advertising	1,000	-	-	-	-	3,500	4,500
4211	Freight, Postage & Courier	-	40	8,000	2,000	-	14,738	25,778
4315	Television Cable Services	-	-	-	-	-	36	36
4410	Land, Building, & Parking Rental	-	-	-	-	17,459	-	17,459
4430	Office Equipment Rental	415	-	-	10,000	9,944	-	20,359
4620	Vehicle Maintenance	-	-	-	2,000	-	-	2,000
4630	Office Equipment Maintenance	-	-	-	6,000	5,177	1,875	13,052
4635	Equipment Repair Parts	-	-	-	2,000	-	-	2,000
4640	Data Processing Equip Maintenance	-	-	-	-	191,382	-	191,382
4690	Internal Repair & Maintenance	-	400	1,000	5,000	13,623	4,400	24,423
4710	Print Bind Copy External	-	800	1,000	-	-	500	2,800
4810	Promotional Advertising	-	-	-	-	-	1,000	1,000
4970	License, Permit & Application	-	720	-	-	-	540	1,260
5120	General Office Supplies	500	300	750	2,500	1,362	1,500	6,912
5130	Data Processing Supplies	-	-	-	-	2,263	1,000	3,263
5210	Oil, Fuel & Lubricants	-	-	-	2,500	-	-	2,500
5240	Chemicals	-	-	-	300	-	-	300
5280	Minor Equipment	4,000	480	1,000	350	64,866	1,700	72,396
5290	Other Supplies	8,500	-	-	7,000.00	-	4,800	20,300
5410	Reference Materials	-	400	1,000	-	463	2,000	3,863
5420	Memberships	700	4,000	1,000	280	1,754	445	9,554
5530	Education Expense	200	-	3,000	-	-	-	3,200
5531	Training/Seminars/Business Meetings	2,055	7,200	3,000	600	14,498	250	34,723
Total Operating Expenses		36,795	31,460	34,050	64,830	538,846	28,319	788,763
Capital Equipment & Software								
Capital Outlay & SIP		-	-	-	-	135,681	350	136,031
Grand Total		\$581,474	\$483,514	\$583,181	\$336,669	\$1,594,917	\$2,056,005	\$6,301,077