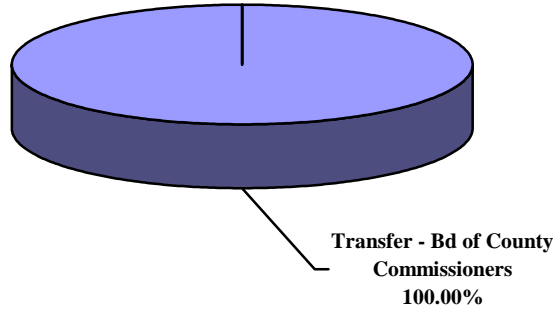
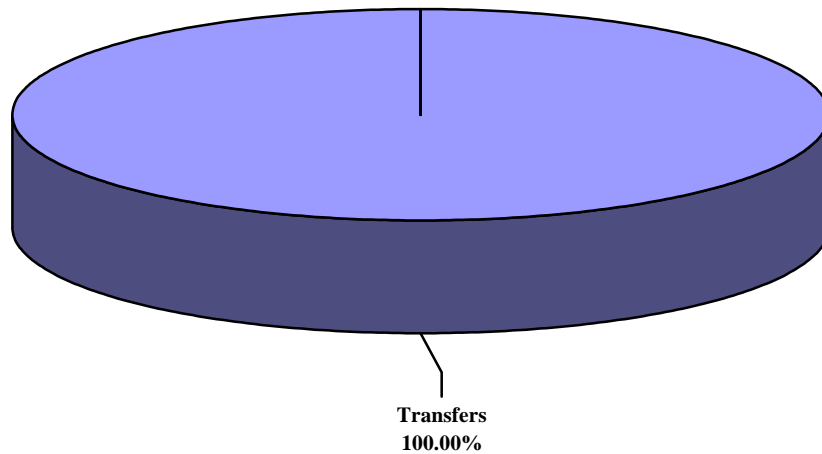


**CLERK OF THE CIRCUIT AND COUNTY COURTS PROGRAMS**

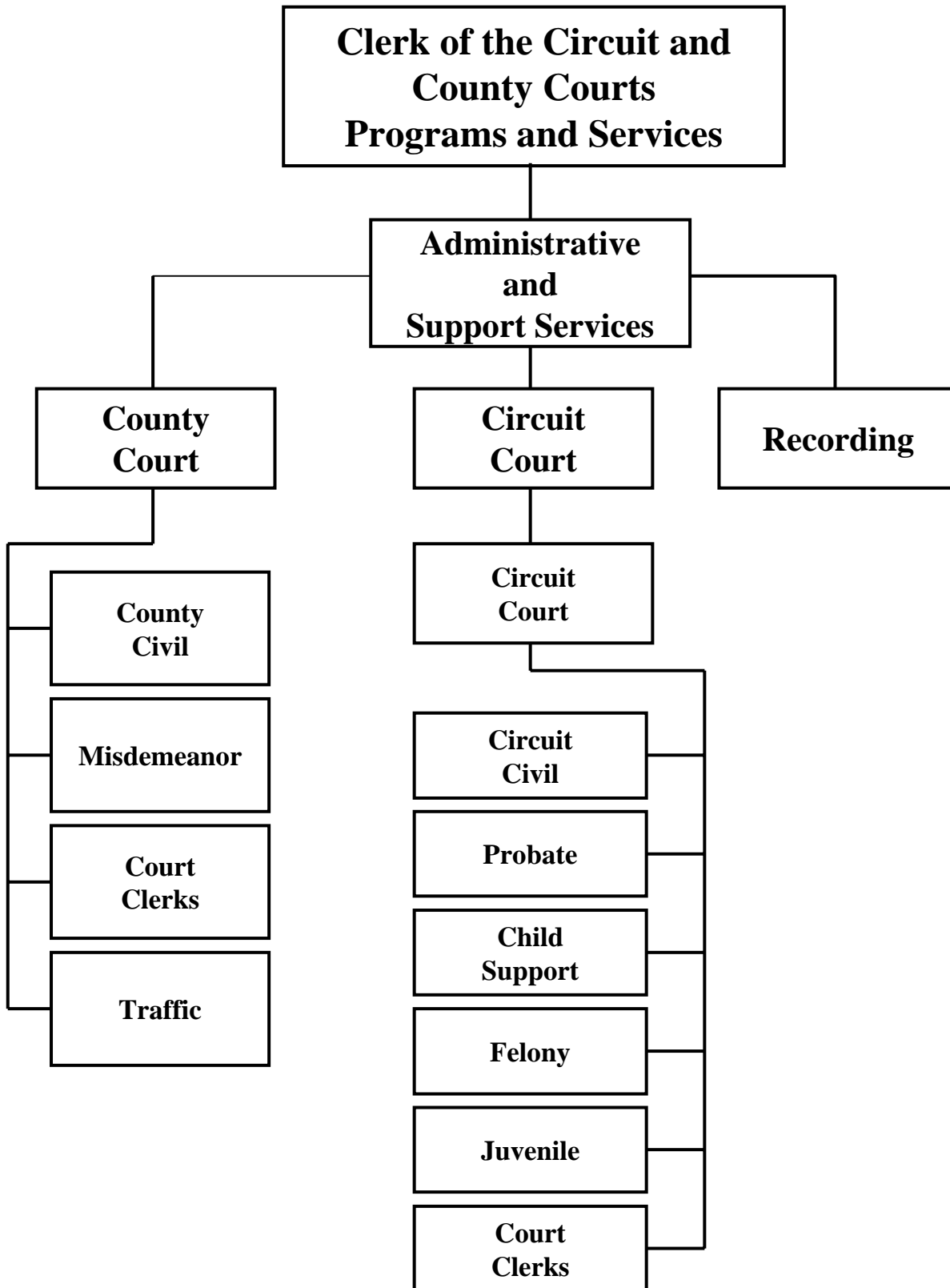
**OPERATING REVENUES (SOURCES) FY 2005-2006  
TOTAL BUDGET \$141,475**



**OPERATING EXPENDITURES (USES) FY 2005-2006  
TOTAL BUDGET \$141,475**



Note: Total percentage may not equal 100% due to rounding.



These programs and functions are funded by fees and charges for services

## **CLERK TO THE CIRCUIT AND COUNTY COURTS: SUMMARY**

### **MISSION STATEMENT:**

The Clerk of the Circuit Court is an elected County official mandated by Article V, Section 16, of the Constitution of the State of Florida. The Clerk performs the constitutional and statutory duties of the Circuit and County Courts in maintaining custody of court records and all pleadings filed therein. The Clerk is also the recorder of all instruments such as deeds, mortgages, leases, etc., which may be required or authorized by law to be recorded in the County. The Clerk also acts as ex-officio Clerk of the Board of County Commissioners, recorder and custodian of all County funds.

### **PROGRAMS AND SERVICES:**

#### Circuit Court - Mandated

- Circuit Civil
- Probate
- Support
- Felony
- Juvenile
- Court Clerks

#### County Court - Mandated

- County Civil
- Misdemeanor
- Court Clerks
- Traffic

#### Recording - Mandated

- Customer Service/assistance with recorded documents
- Marriage license and passport applications
- Marriage Ceremonies

### **TRENDS AND ISSUES**

## CLERK OF THE CIRCUIT AND COUNTY COURTS: SUMMARY

DEPARTMENT REVENUES AND EXPENDITURES:					
	Actual FY 2003-2004	Final Budget FY 2003-2004	Final Budget FY 2004-2005	Adopted Budget FY 2005-2006	% Inc (Dec)
<b>REVENUES:</b>					
Taxes	\$0	\$0	\$0	\$0	
Licenses And Permits	\$0	\$0	\$0	\$0	
Intergovernmental	\$0	\$0	\$0	\$0	
Charges For Services	\$0	\$0	\$0	\$0	
Fines and Forfeits	\$0	\$0	\$0	\$0	
Miscellaneous	\$0	\$0	\$0	\$0	
Statutory Reduction	\$0	\$0	\$0	\$0	
<i>Operating Revenues:</i>	\$0	\$0	\$0	\$0	
Balance Forward - Operating	\$0	\$0	\$0	\$0	
Balance Forward - Capital	\$0	\$0	\$0	\$0	
Balance Forward - Restricted	\$0	\$0	\$0	\$0	
Transfers - Board of Co. Comm.	\$67,338	\$67,375	\$186,990	\$141,475	(24.34%)
Transfers - Others	\$0	\$0	\$0	\$0	
Other Finance Sources	\$0	\$0	\$0	\$0	
<i>Non-Operating Revenues:</i>	\$67,338	\$67,375	\$186,990	\$141,475	(24.34%)
<b>TOTAL REVENUES</b>	<b>\$67,338</b>	<b>\$67,375</b>	<b>\$186,990</b>	<b>\$141,475</b>	<b>(24.34%)</b>
<b>EXPENDITURES:</b>					
Compensation And Benefits	\$0	\$0	\$0	\$0	
Operating Expenses	\$0	\$0	\$0	\$0	
Capital Expenditures	\$0	\$0	\$0	\$0	
<i>Operating Expenditures:</i>	\$0	\$0	\$0	\$0	
Debt Service	\$0	\$0	\$0	\$0	
Reserves - Operating	\$0	\$0	\$0	\$0	
Reserves - Capital	\$0	\$0	\$0	\$0	
Reserves - Restricted	\$0	\$0	\$0	\$0	
Transfers	\$67,338	\$67,375	\$186,990	\$141,475	(24.34%)
<i>Non-Operating Expenditures:</i>	\$67,338	\$67,375	\$186,990	\$141,475	(24.34%)
<b>TOTAL EXPENDITURES</b>	<b>\$67,338</b>	<b>\$67,375</b>	<b>\$186,990</b>	<b>\$141,475</b>	<b>(24.34%)</b>

<b>PERSONNEL:</b>					
Full-time Positions	0.00	0.00	0.00	0.00	
Part-time Positions	0.00	0.00	0.00	0.00	
Internal Support Services FTE	0.00	0.00	0.00	0.00	
Full-time Equivalent (FTE)	0.00	0.00	0.00	0.00	
Temporary FTE	0.00	0.00	0.00	0.00	
Seasonal FTE	0.00	0.00	0.00	0.00	

## CLERK OF THE COURT: PROGRAM PROFILE

<b>GOALS:</b>			
To effectively and efficiently serve the court, judicial and law enforcement agencies, and the public.			
<b>OBJECTIVES:</b>			
Process documents and update case data within 24 hours of receipt. Process payments and update case data within 24 hours of receipt. Assign delinquent accounts to collection agency when 90 days past due. Scan and index critical documents within 2 hours and non-critical documents within 24 hours.			
<b>PERFORMANCE MEASUREMENTS:</b>	ACTUAL CY 2003	ESTIMATED CY 2004	PROJECTED CY 2005
<u>Documents Filed</u>			
<b>COUNTY COURT</b>			
<u>Civil</u>			
General	47,130	48,544	50,000
Summary Claims	47,264	48,682	50142
County Ordinance	1,368	1,409	1451
Municipal Ordinance	2,808	2,892	2979
Parking, Boating, Tobacco, and Animal Control	33,494	34,499	35,534
Criminal/Misdemeanor	185,963	191,542	197,288
Criminal/Traffic	188,362	194,013	199,833
Civil/Traffic	188,253	193,901	199,718
<b>CIRCUIT COURT</b>			
<u>Civil</u>			
General	148,646	153,105	157,699
Family	198,287	204,236	210,363
Probate	38,200	39,346	40,526
Guardianship	14,058	14,480	14,914
Mental health	7,138	7,352	7,573
Appeals	1,588	1,636	1,685
Criminal/Felony	235,979	234,058	250350
<u>Juvenile</u>			
Delinquency	70,048	72,149	74314
Dependency	37,009	38,119	39,263
<b>PROGRAM CHANGES:</b>			

## RECORDING: PROGRAM PROFILE

<b>GOALS:</b>			
To promptly record all instruments that may be required or authorized by law to be recorded in the official records of the County.			
<b>OBJECTIVES:</b>			
Improve ability for public to record, view, and access documents within the County's official records.			
<b>PERFORMANCE MEASUREMENTS:</b>			
	ACTUAL FY 2003-2004	PROJECTED FY 2004-2005	PROJECTED FY 2005-2006
Recording, mandated  <ul style="list-style-type: none"> <li>• <i>Output</i> :     Number of documents recorded</li> </ul>	392,360	407,565	419,792
<b>PROGRAM CHANGES:</b>			