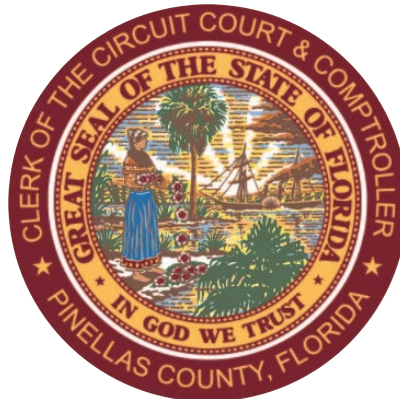


FY 2022-2023 Budget Information Session

Ken Burke, CPA

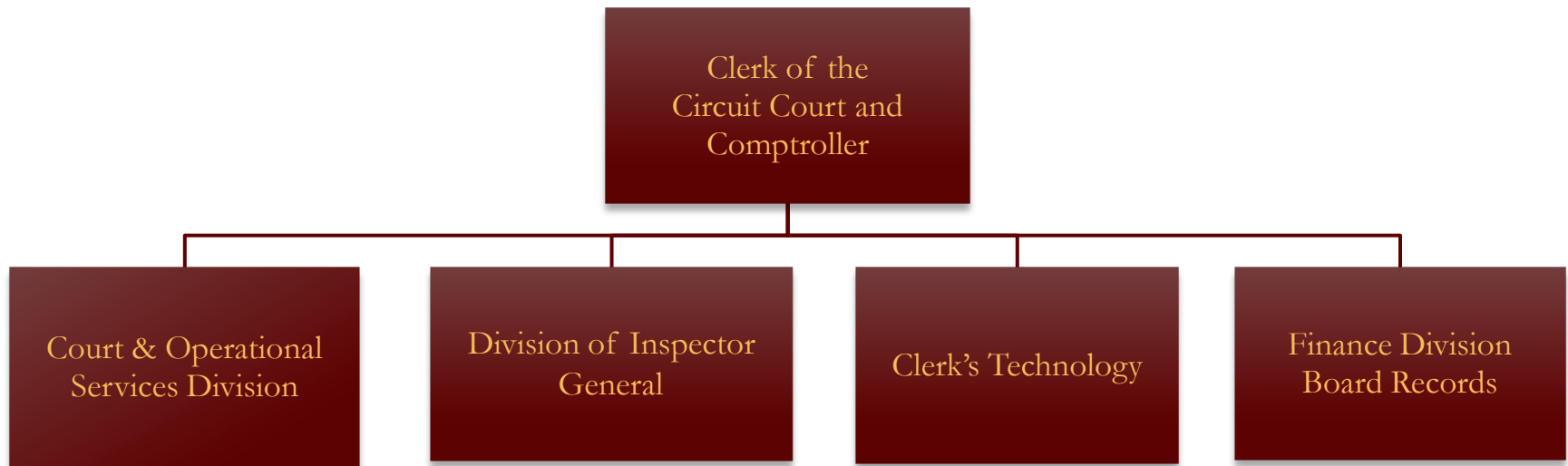
Clerk of the Circuit Court and Comptroller
Pinellas County, Florida



June 24, 2022
1:00 p.m.



Clerk of the Circuit Court and Comptroller Organizational Chart





Clerk of the Circuit Court and Comptroller

Excess Fee Remittance ~ FY17-FY21

FUND	FY17	FY18	FY19	FY20	FY21*
1502	\$102,364.59	\$248,910.08	\$765,641.62	\$800,646.90	\$881,137.33
1503	\$15,380.05	\$12,822.08	\$208,219.25	\$0.00	\$1,494,936.19
Total Excess Fee Remittance	\$117,744.64	\$261,732.16	\$973,860.87	\$800,646.90	\$2,376,073.52

5-Year Total	\$4,530,058.09
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**The County approved a budget resolution in FY22 of nearly \$1.4 million partly based on the Excess Fee Remittance from FY21*

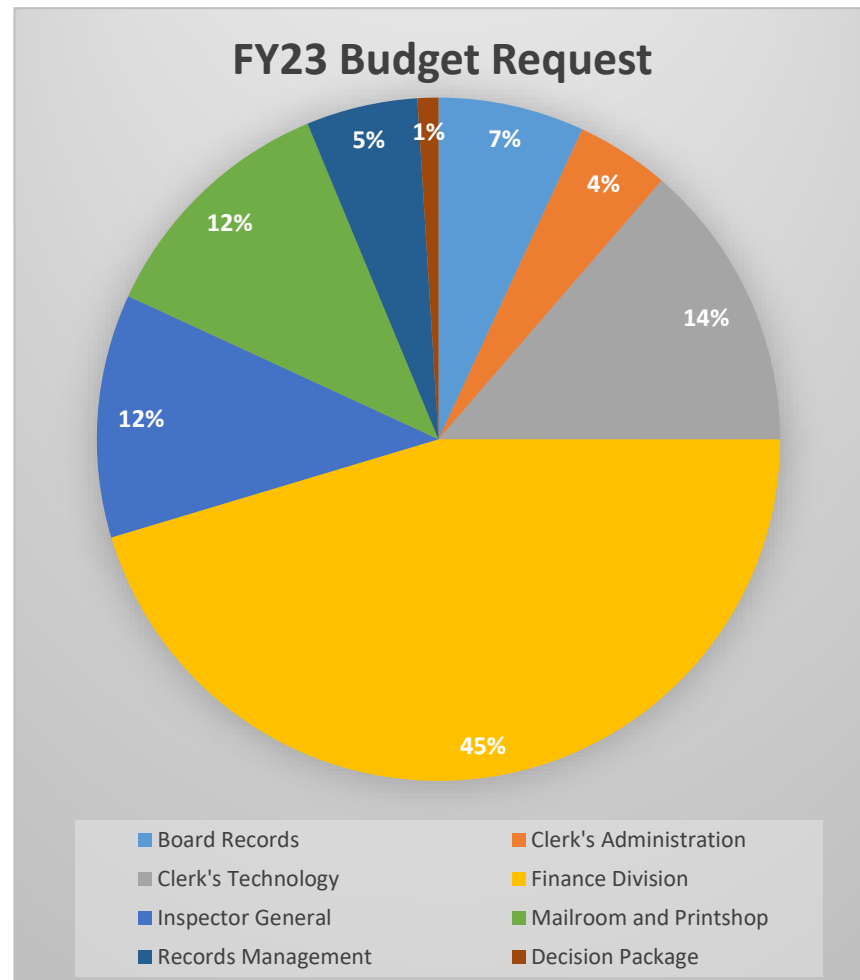


Clerk of the Circuit Court and Comptroller Budget Request ~ FY 2022-2023

FY23 Budget Request **15,382,160.00**

Target **15,230,410.00**

Variance **151,750.00**



Department	FY23 Budget Request
Board Records	1,063,530.00
Clerk's Administration	679,620.00
Clerk's Technology	2,103,280.00
Finance Division	6,976,190.00
Inspector General	1,772,120.00
Mailroom and Printshop	1,824,290.00
Records Management	811,380.00
Decision Package	151,750.00
Grand Total	15,382,160.00



Clerk of the Circuit Court and Comptroller Budget Request ~ FY 2022-2023

FY23 Decision Points

Decision Package: Realignment and Market Correction for Personal Services in Clerk Finance Division

(Estimated Cost: \$151,750.17)

- The County's Human Resources Office is currently in the midst of preparing a market analysis of the positions/wages in the Clerk and Comptroller's Finance Division, a more formal proposed cost will be available end of June 2022.
- Potential adjustments to include: Cost of Living Adjustment, realignment of positions, market driven salaries, career development plans, signing bonus plans, stay bonus plans.



Role of Clerk as Comptroller and Auditor

Clerk as Chief Financial Officer (CFO) is custodian of county funds and responsible for disbursement of all funds for the Board.

Clerk is county auditor and the watchdog for county funds, providing a system of checks and balances through the independent pre-audit and post audit function.

Clerk as CFO is responsible for deposit and investment of all county funds.

Clerk as CFO is responsible for assuring compliance with sound financial policies and recording and reporting financial transactions in accordance with GAAP and applicable laws and regulations.



By the Numbers ~ *just a few* Comptroller/Auditor



Manage \$1.8 Billion

Cash & Investments



Account for 5 issues –
\$139.1 million

Debt Issues



Ensure control of
\$1.62 billion budget

Budgetary Control



Pre-audit and Process
106,000 payments in excess
of \$124 million

Payroll Payments



Pre-audit and Process
77,000 payments valued at
\$1.46 billion

Invoices



Over 17,400 receipts audited
with a value in excess of
\$1.64 billion

Accounts Receivable



Accounts for and report
\$169.53 million in Federal
and State Grants

Grants

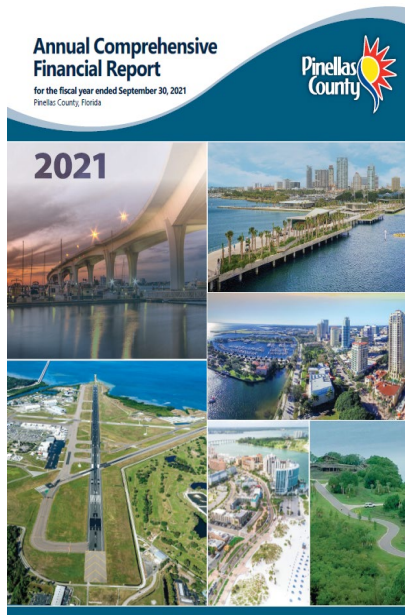


30 Reports with 87
recommendations

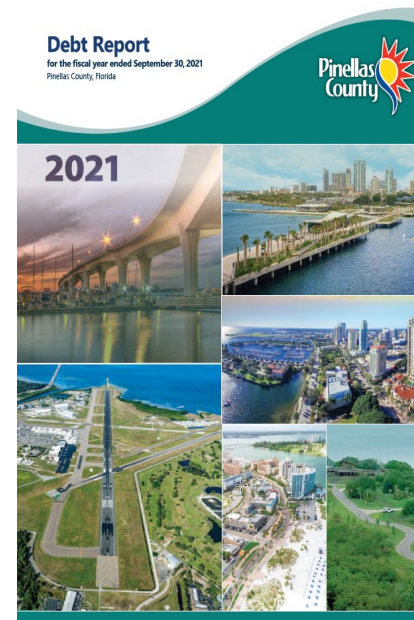
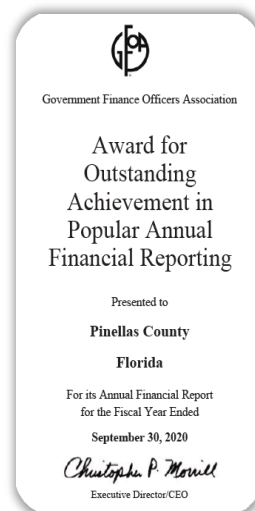
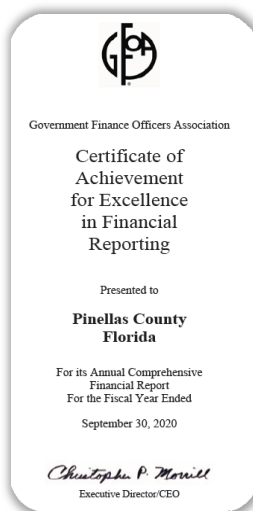
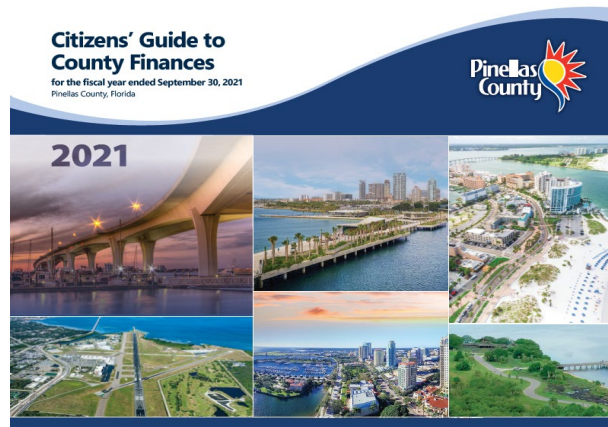
Audits & Investigations



FINANCIAL REPORTING



**Recognition received for
40 consecutive years**



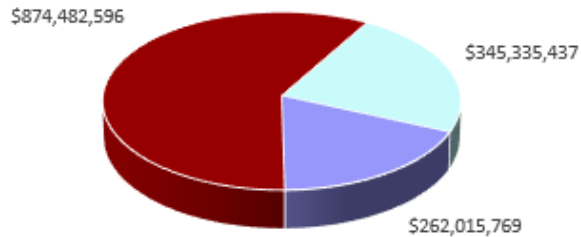
**Recognition received for
15 consecutive years**



Investment Activity

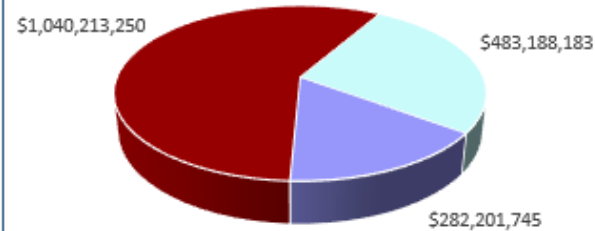
Portfolio Balances

As of March 31, 2021 - \$1,481,833,802



- Cash and Cash Equivalents
- Local Government Investment Pool
- Securities

As of March 31, 2022 - \$1,805,603,178



- Cash and Cash Equivalents
- Local Government Investment Pool
- Securities

Portfolio Quarter-End Statistics	3/2021	6/2021	9/2021	12/2021	3/2022
Total Portfolio - book value	\$1,481,833,802	\$1,420,922,427	\$1,442,647,912	\$1,881,213,961	\$1,805,603,178
Securities weighted average maturity (WAM)	1.49 years	1.45 years	1.46 years	1.44 years	1.27 years
Realized investment income	\$3,120,515	\$2,499,837	\$2,184,152	\$2,007,674	\$2,013,740
Composite Yields (3-month daily average)					
Short Term Portfolio	0.15%	0.14%	0.13%	0.13%	0.12%
Benchmark (3-month T-Bill)	0.05%	0.03%	0.05%	0.05%	0.30%
Long Term Portfolio	1.32%	1.08%	0.95%	0.79%	0.68%
Benchmark (2-year-T-Bill)	0.13%	0.17%	0.23%	0.53%	1.44%
Portfolio Overall	0.84%	0.70%	0.61%	0.52%	0.45%

ASSOCIATION OF PUBLIC TREASURERS
OF THE UNITED STATES AND CANADA

CERTIFICATION OF EXCELLENCE

INVESTMENT POLICY

AWARDED TO

PINELLAS COUNTY
FLORIDA

IN RECOGNITION OF CONFORMANCE
TO THE SPECIFIED STANDARDS OF
INVESTMENT POLICY
AS ESTABLISHED BY THE ASSOCIATION

2020-21

ASSOCIATION OF PUBLIC TREASURERS
OF THE UNITED STATES AND CANADA

CERTIFICATION OF EXCELLENCE
INVEST POLICY

AWARDED TO

PINELLAS COUNTY, FLORIDA
BOARD OF COUNTY COMMISSIONERS
FLORIDA

IN RECOGNITION OF PERFORMANCE
TO THE SPECIFIED STANDARDS OF
INVESTMENT POLICY
AS ESTABLISHED BY THE ASSOCIATION

2018

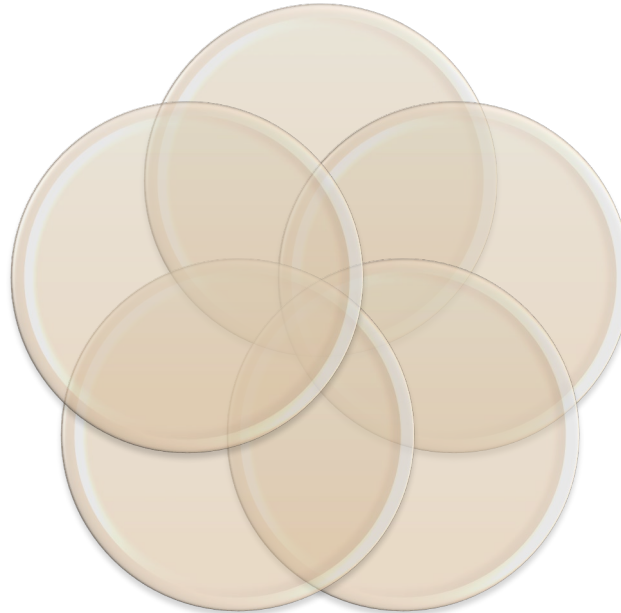


Role of Clerk as Clerk to Board

Clerk to the Board attends all meetings of the Board of County Commissioners and other designated county boards including the Value Adjustment Board

Maintains custody of all county resolutions, ordinances and contracts

Produces, records, indexes and distributes the official minutes of these meetings



Maintains legal custody of the official county seal

Maintains custody of Board of County Commissioners' board meeting minutes



By the Numbers, *just a few* Board Records



Over 21
**Boards & Agencies
Served**



Over 667 Pages
Minutes



76
Advertisements



1,515
VAB Petitions



1,493 Scheduled &
660 Conducted
VAB Hearings



1,304
Permits



By the Numbers, *just a few*

Information Technology - Print-shop & Mailroom - Records Center



Printed over 11,750,000
impressions last fiscal year.

Printing Services



Processed over 830,000 pieces
of outgoing USPS mail last
fiscal year.

Mail Services



Provided ongoing support for an
AppXtender user base of over
1,500.

Information Technology

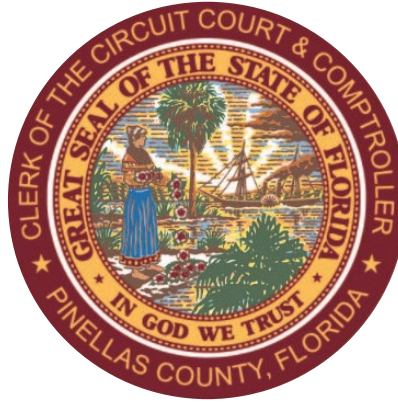


Served 72 BCC Agencies with records
retention and destruction services.

Served 7 BCC Agencies with imaging
nearly 169,000 documents.

Records Management

Committed to Customer Service Excellence



Ken Burke, CPA

Clerk of the Circuit Court and Comptroller
Pinellas County, Florida