

KEN BURKE

CLERK OF THE CIRCUIT COURT AND COMPTROLLER — PINELLAS COUNTY, FLORIDA

Clerk of the County Court
Recorder of Deeds
Clerk and Accountant of the Board of County Commissioners
Custodian of County Funds
County Auditor
Clerk of the Water and Navigation Control Authority

315 Court Street, Room 400
Clearwater, FL 33756-5165
Telephone: (727) 464-3341
Fax: (727) 453-3589
kburke@mypinellasclerk.org
www.mypinellasclerk.org

October 29, 2021

The Honorable Dave Eggers
Chair, Pinellas County Board of County Commissioners
315 Court Street
Clearwater, FL 33756

RE: FY 21 Excess Fees & FY22 Budget Amendment Request \$1.354 million

Dear Commissioner Eggers,

In accordance with the requirements of S. 218.36 (2), F.S., the Clerk has calculated the excess fees due to the Board totaling \$2,376,073.52. A copy of the check remittance is attached.

While the Clerk's Office has remitted excess fees on an annual basis for more than 10 fiscal years, this remittance is significantly higher than previous years. During FY21, the Clerk experienced a significant increase in recording revenues and subsequently planned to utilize the funds for some long awaited, high priority projects, some of which will span over to FY22.

Consequently, due to project timing, I am requesting a portion of the excess fees be returned to the Clerk's Office through a \$1,354,605 amendment to the Clerk's FY22 Board funded budget. In collaboration with the County's Office of Management and Budget, the amendment will be presented for your approval in November.

The budget amendment will fund the following projects:


1. Budget management software, Clerk instance - \$204,605
2. Functional resources for Oracle implementation/enhancements - \$750,000
3. Real Estate Management (REM) project, renovations at the Swisher Building for additional office and storage space for Clerk Technology - \$400,000

October 29, 2021

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The net of the excess fee remittance and the budget amendment remains substantial at \$1,021,468.52. Thank you for your consideration and continued support of the Clerk's Office. Should you have any questions, feel free to contact me directly.

Sincerely,


Jeanette L. Phillips, CPA, CGFO
Chief Deputy, Clerk Finance Division

Enclosure

CC: The Honorable Charlie Justice, Board of County Commissioners
 The Honorable Janet C. Long, Board of County Commissioners
 The Honorable Pat Gerard, Board of County Commissioners
 The Honorable Karen Williams Seel, Board of County Commissioners
 The Honorable Kathleen Peters, Board of County Commissioners
 The Honorable Rene' Flowers, Board of County Commissioners
 The Honorable Ken Burke, CPA, Clerk of the Circuit Court and
 Comptroller
 Barry Burton, County Administrator
 Chris Rose, Director, Office of Management and Budget

**STATE OF FLORIDA
CONSTITUTIONAL OFFICER FINANCIAL REPORT FOR 2020-2021**

Name of governmental unit

**PINELLAS COUNTY CLERK OF THE CIRCUIT COURT AND
COMPTROLLER**

Address

315 Court Street

City and zip code

Clearwater 33756

Name of chief financial officer

KEN BURKE

Title of chief financial officer

CLERK OF THE CIRCUIT COURT AND COMPTROLLER

Telephone number (727) 464-3341

Person who may be contacted regarding this report.

Name Jeanette Phillips

Telephone number (727) 464-8300

CERTIFICATION

I do solemnly swear that the information reported herein is a true, correct and complete report of the financial position and all revenues and expenditures of my office for the year ending September 30, 2021.

Jeanette L. Phillips
(Signature)

CLERK OF THE CIRCUIT COURT AND COMPTROLLER

Pinellas County, Florida

STATE OF FLORIDA
COUNTY OF PINELLAS

Sworn to and subscribed before me this 31st day

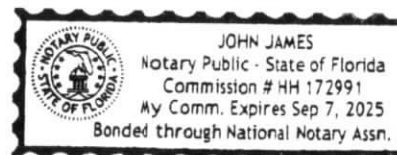
of October, 2021, by Jeanette L. Phillips

John James
Signature of notary public- State of Florida

John James
(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally known or Produced Identification

Type of Identification Produced _____



PINELLAS COUNTY CLERK OF THE CIRCUIT COURT
CLEARWATER, FLORIDA

VENDOR NO.	CHECK DATE	CHECK NO.	CHECK TOTAL
4400	29-Oct-2021	21497	\$2,376,073.52

DATE	INVOICE OR CREDIT MEMO NUMBER	REFERENCE NO. DESCRIPTION	GROSS	DISCOUNT	NET
29-Oct-21	EXCESSFEESFY21	Excess Fees FY21	\$2,376,073.52	\$0.00	\$2,376,073.52

CHECK FRAUD IS A FEDERAL OFFENSE. THIS CHECK IS PHOTOGRAPHICALLY AND CHEMICALLY PROTECTED.



KEN BURKE
 PINELLAS COUNTY CLERK OF THE CIRCUIT COURT
 Clearwater, Florida

WELLS FARGO
 Clerks Operating

Check No. 21497
 DATE 29-Oct-2021

11-24
 1210

AMOUNT \$2,376,073.52

Pay Two Million Three Hundred Seventy-Six Thousand Seventy-Three Dollars And Fifty-Two Cents***** DOLLARS

To the Order of:

Void if not cashed within sixty days

Pinellas County Board of County Commissioners
 315 Court St
 Clearwater FL 33756

CLERK OF THE CIRCUIT COURT

PINELLAS COUNTY CLERK OF THE CIRCUIT COURT AND COMPTROLLER
COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS
September 30, 2021

ASSETS	Acct	General Fund	Court Fund	Public Records Modernization Trust Fund	Totals (memorandum only)
Cash	1010000	\$ 4,165,619	\$ 2,887,812	\$ 11,767,080	\$ 18,820,511
Accounts receivable (net)	1150000	7,723	486	3,634	11,843
Interest receivable	1350000	-	-	-	
Due from other funds	1310000	155,958	132,811	27,569	316,338
Due from State of Florida	1330200				
Due from Board of County Commissioners	1330700	42,320	3,655	-	45,975
Due from other Constitutional Officers	1330700	52,739	-	-	52,739
Due from other governments	1330001	123,226	204	-	123,430
Prepaid items	1550000	696,512	-	256,529	953,041
TOTAL ASSETS		5,244,097	3,024,968	12,054,812	20,323,877
LIABILITIES AND FUND BALANCES					
Accounts payable	2010000	746,242	19,229	84,471	849,942
Accrued wages and fringe benefits	2160000	1,386,590	313,307	14,982	1,714,879
Due to other funds	2070000	-	39,517	-	39,517
Due to Board of County Commissioners	2083110	2,411,148	28,469	11,295	2,450,912
Due to other governments	2080001	3,605	1,375,290	5,635	1,384,530
Deposits	- 2200200	-	738,670	-	738,670
TOTAL LIABILITIES		4,547,585	2,514,482	116,383	7,178,450
EQUITY					
Reserved for Prepays (nonspendable)	2471503	696,512	-	256,529	953,041
Fund balance (Restricted for future operations)	2710300	0	510,486	11,681,900	12,192,386
TOTAL FUND BALANCES		696,512	510,486	11,938,429	13,145,427
TOTAL LIABILITIES AND FUND BALANCES		\$ 5,244,097	\$ 3,024,968	\$ 12,054,812	\$ 20,323,877

**PINELLAS COUNTY CLERK OF THE CIRCUIT COURT AND COMPTROLLER
FUND
REVENUES**

For the year ended September 30, 2021

FUND : _____ **Court** _____

**REVENUES AND OTHER CREDITS
(311.XXX THROUGH 389.9XX)**

Account #	Description	Amount
334.800	Article V Trust Fund	\$ 2,428,968
341.900	Other General Gov't Charges and Fees	5,703
348.110	Filing fees-County Court Criminal-Court Related Revenues	81,134
348.120	Service Charges-County Court Criminal-Court Related Revenues	301,162
348.130	Court Costs-County Court Criminal-Court Related Revenues	50,294
348.220	Service Charges-Circuit Court Criminal-Court Related Revenues	1,962,942
348.230	Court Costs-Circuit Court Criminal-Court Related Revenues	2,036,623
348.310	Filing fees-County Court Civil-Court Related Revenues	3,308,603
348.320	Service Charges-County Court Civil-Court Related Revenues	1,226,033
348.330	Court Costs-County Court Civil-Court Related Revenues	1,440
348.410	Filing fees-Circuit Court Civil-Court Related Revenues	1,002,453
348.420	Service Charges-Circuit Court Civil-Court Related Revenues	472,447
348.480	Child Support-Circuit Court Civil-Court Related Revenues	196,901
348.510	Filing Fees-Traffic Court (Criminal&Civil)-Court Related Revenues	144,823
348.520	Service Charges-Traffic Court (Criminal&Civil)-Court Related Revenues	3,279,696
348.530	Court Costs-Traffic Court (Criminal&Civil)-Court Related Revenues	467,777
348.610	Juvenile Court Filing Fees	3,414
348.620	Juvenile Court Service Charges	411,694
348.710	Filing Fees Probate-Court related revenues	348,959
348.720	Probate - Service Charges	1,992,400
351.100	Judgements and fines County Crt Crim	2,059,106
351.200	Judgements and fines Circuit Crt Crim	-
351.500	Judgements and fines Traffic Crt	-
351.600	Judgements and fines Juvenile Crt	-
351.800	J/F-10% Program Clerk Rev SB 2506	-
351.900	Court Revenue-Judgments and Fines - Other	-
359.000	Other fines and forfeitures	-
361.100	Interest	618
369.900	Other Revenue	-
		\$ 21,783,191

TOTAL REVENUES AND OTHER CREDITS

**PINELLAS COUNTY CLERK OF THE CIRCUIT COURT AND COMPTROLLER
REVENUES
BUDGET AND ACTUAL
For the year ended September 30, 2021**

FUND:

Court

**REVENUES AND OTHER CREDITS
(311.XXX THROUGH 389.9XX)**

Account #	Description	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	VARIANCE
334.800	Article V Trust Fund	\$ 2,398,018	\$ 2,398,018	2,428,968	\$ 30,950
341.900	Other General Gov't Charges and Fees			5,703	5,703
348.010	Court Revenue-Filing Fees	6,212,901	6,212,901		(6,212,901)
348.020	Court Revenue-Service Charge	2,133,429	2,133,429		(2,133,429)
348.030	Court Revenue-Court Costs	2,492,631	2,492,631		(2,492,631)
348.110	Filing fees-County Court Criminal-Court Related Revenues		-	81,134	81,134
348.120	Service Charges-County Court Criminal-Court Related Revenues			301,162	301,162
348.130	Court Costs-County Court Criminal-Court Related Revenues			50,294	50,294
348.220	Service Charges-Circuit Court Criminal-Court Related Revenues			1,962,943	1,962,943
348.230	Court Costs-Circuit Court Criminal-Court Related Revenues			2,036,623	2,036,623
348.310	Filing fees-County Court Civil-Court Related Revenues			3,308,603	3,308,603
348.320	Service Charges-County Court Civil-Court Related Revenues			1,226,033	1,226,033
348.330	Court Costs-County Court Civil-Court Related Revenues			1,440	1,440
348.410	Filing fees-Circuit Court Civil-Court Related Revenues			1,002,453	1,002,453
348.420	Service Charges-Circuit Court Civil-Court Related Revenues			472,447	472,447
348.480	Child Support-Circuit Court Civil-Court Related Revenues			196,901	196,901
348.510	Filing Fees-Traffic Court (Criminal&Civil)-Court Related Revenues			144,823	144,823
348.520	Service Charges-Traffic Court (Criminal&Civil)-Court Related Revenues			3,279,696	3,279,696
348.530	Court Costs-Traffic Court (Criminal&Civil)-Court Related Revenues			467,777	467,777
348.610	Juvenile Court Filing Fees			3,414	3,414
348.620	Juvenile Court Service Charges			411,694	411,694
348.710	Filing Fees Probate-Court related revenues			348,959	348,959
348.720	Probate - Service Charges			1,992,400	1,992,400
351.010	Judgements and Fines-Court Revenue-Fines	4,487,501	4,487,501		(4,487,501)
351.100	Judgements and fines County Crt Crim			2,059,106	2,059,106
351.200	Judgements and fines Circuit Crt Crim			-	-
351.500	Judgements and fines Traffic Crt			-	-
351.600	Judgements and fines Juvenile Crt			-	-
351.800	J/F-10% Program Clerk Rev SB 25	806,537	806,537	-	(806,537)
351.900	Court Revenue-Judgments and Fines - Other	3,104,518	3,104,518	-	(3,104,518)
359.000	Other fines and forfeitures			-	-
361.100	Interest		-	618	618
281.000	Fund Balance	510,486	510,486	-	(510,486)
TOTAL REVENUES AND OTHER CREDITS		<u>\$22,146,021</u>	<u>\$ 22,146,021</u>	<u>21,783,191</u>	<u>\$ (362,830)</u>

PINELLAS COUNTY CLERK OF THE CIRCUIT COURT AND COMPTROLLER
EXPENDITURES
BUDGET AND ACTUAL

For the year ended September 30, 2021

FUND:

General

EXPENDITURES AND OTHER DEBITS
(511.XX THROUGH 599.XX)

Account #	Obj	Description	TOTAL FUNDS ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	VARIANCE
513	10	General Gov't- Financial & Admin-Personal services	\$ 9,677,788	\$ 9,036,664	\$ 8,877,219	\$ 159,445
513	30	General Gov't- Financial & Admin-Operating expenses	745,782	2,718,285	1,626,710	1,091,575
513	60	General Gov't- Financial & Admin-Capital outlay	20,110	13,934	11,063	2,871
516	10	Non-Court Information Systems-Personal services	549,449	300,449	277,941	22,508
516	30	Non-Court Information Systems-Operating expenses	299,731	330,845	108,205	222,640
516	60	Non-Court Information Systems-Capital outlay	55,500	88,991	88,991	-
519	10	General Gov't- Other-Personal services	6,955,425	6,941,377	6,867,878	73,499
519	30	General Gov't- Other-Operating expenses	1,415,771	1,292,352	854,482	437,870
519	60	General Gov't- Other-Capital outlay	-	526,888	100,888	426,000
713	10	Court rel- Gen Oper-Info Sys -Personal Services	916,622	813,622	811,040	2,582
713	30	Court rel- Gen Oper-Info Sys -Operating expenses	224,238	317,009	257,167	59,842
713	60	Court rel- Gen Oper-Info Sys -Capital outlay	52,500	52,500	36,612	15,888
654	10	Court rel - Cir Ct Civil-Personal Services	720,000	720,000	502,597	217,403
654	30	Court rel - Cir Ct Civil-Operating Expenses	163,000	163,000	138,116	24,884
654	60	Court rel - Cir Ct Civil-Capital Outlay	-	-	-	-
		EXPENDITURES BEFORE TRANSFERS	21,795,916	23,315,916	20,558,909	2,757,007
586	91	Transfers to Board of County Commissioners	-	-	2,376,073	(2,376,073)
		TOTAL EXPENDITURES AND OTHER DEBITS	\$ 21,795,916	\$ 23,315,916	\$ 22,934,982	\$ 380,934

**PINELLAS COUNTY CLERK OF THE CIRCUIT COURT AND COMPTROLLER
EXPENDITURES**

For the year ended September 30, 2021

FUND : _____ **Court** _____

**EXPENDITURES AND OTHER DEBITS
(511.XX THROUGH 599.XX)**

<u>Account No.</u>	<u>Object</u>	<u>Description</u>	<u>Amount</u>
604	10	Court rel- Gen Admin- Clerk Admin- Personal service	\$ 2,359,741
604	30	Court rel- Gen Admin- Clerk Admin-Operating expenses	74,048
604	60	Court rel- Gen Admin- Clerk Admin-Capital outlay	-
608	10	Court rel- Gen Admin-Jury mgt - Personal Services	322,326
608	30	Court rel- Gen Admin-Jury mgt- Operating expenses	130,951
608	60	Court rel- Gen Admin-Jury mgt - Capital outlay	-
614	10	Court rel- Cir Ct Crim-Clerk - Personal Services	3,518,648
614	30	Court rel- Cir Crt Crim-Clerk - Operating expenses	61,809
614	60	Court rel- Cir Crt Crim-Clerk - Capital outlay	-
634	10	Court rel- Cir Crt Civ-Clerk - Personal Services	2,807,715
634	30	Court rel- Cir Crt Civ-Clerk - Operating expenses	-
634	60	Court rel- Cir Crt Civ-Clerk - Capital outlay	-
654	10	Court rel- Cir Crt Fam-Clerk - Personal Services	1,533,573
654	30	Court rel- Cir Crt Fam-Clerk - Operating expenses	1,502
654	60	Court rel- Cir Crt Fam-Clerk - Capital outlay	-
674	10	Court rel- Cir Crt Juv-Clerk - Personal Services	1,428,685
674	30	Court rel- Cir Crt Juv-Clerk - Operating expenses	20,339
674	60	Court rel- Cir Crt Juv-Clerk - Capital Outlay	-
694	10	Court rel- Cir Crt Prob-Clerk - Personal Service	1,395,748
694	30	Court rel- Cir Crt Prob-Clerk - Operating expens	9,102
694	60	Court rel- Cir Crt Prob-Clerk - Capital outlay	-
713	30	Court rel- Gen Oper-Info Sys -Operating expenses	-
724	10	Court rel- Cty Ct Crim-Clerk - Personal Services	3,006,382
724	30	Court rel- Cty Crt Crim-Clerk - Operating expenses	42,911
724	60	Court rel- Cty Crt Crim-Clerk - Capital outlay	-
744	10	Court rel- Cty Ct Civ-Clerk - Personal Services	1,753,059
744	30	Court rel- Cty Crt Civ-Clerk - Operating expenses	-
744	60	Court rel- Cty Crt Civ-Clerk - Capital outlay	-
764	10	Court rel- Cty Ct Traf-Clerk - Personal Services	2,974,663
764	30	Court rel- Cty Crt Traf-Clerk - Operating expenses	51,582
764	60	Court rel- Cty Crt Traf-Clerk - Capital outlay	-
		EXPENDITURES BEFORE TRANSFERS	21,492,784
587	000	Clerk of Court Excess Remittance	290,407
		TOTAL EXPENDITURES AND OTHER DEBITS	\$ 21,783,191

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**PINELLAS COUNTY CLERK OF THE CIRCUIT COURT AND COMPTROLLER
EXPENDITURES
BUDGET AND ACTUAL**

For the year ended September 30, 2021

FUND:

Court

**EXPENDITURES AND OTHER DEBITS
(511.XX THROUGH 599.XX)**

Account#	Obj	Description	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	VARIANCE
604	10	Court rel- Gen Admin- Clerk Admin- Personal service	\$ 1,476,815	\$ 2,359,741	\$ 2,359,741	\$ -
604	30	Court rel- Gen Admin- Clerk Admin-Operating expenses	156,790	74,048	74,048	-
604	90	Court rel- Gen Admin- Clerk Admin-Other Uses	510,486	510,486	-	510,486
608	10	Court rel- Gen Admin-Jury mgt - Personal Services	307,989	327,689	322,326	5,363
608	30	Court rel- Gen Admin-Jury mgt- Operating expenses	288,040	268,340	130,951	137,389
614	10	Court rel- Cir Ct Crim-Clerk - Personal Services	3,695,363	3,518,648	3,518,648	-
614	30	Court rel- Cir Ct Crim-Clerk - Operating expenses	81,517	61,809	61,809	-
634	10	Court rel- Cir Ct Civ-Clerk - Personal Services	2,873,007	2,807,715	2,807,715	-
634	30	Court rel- Cir Ct Civ-Clerk - Operating expenses	19,342	-	-	-
654	10	Court rel- Cir Ct Fam-Clerk - Personal Services	1,573,697	1,533,573	1,533,573	-
654	30	Court rel- Cir Ct Fam-Clerk - Operating expenses	12,276	1,502	1,502	-
674	10	Court rel- Cir Ct Juv-Clerk - Personal Services	1,483,114	1,428,685	1,428,685	-
674	30	Court rel- Cir Ct Juv-Clerk - Operating expenses	26,384	20,339	20,339	-
694	10	Court rel- Cir Ct Prob-Clerk - Personal Services	1,389,369	1,395,748	1,395,748	-
694	30	Court rel- Cir Ct Prob-Clerk - Operating expenses	25,391	9,102	9,102	-
713	30	Court rel- Gen Oper-Info Sys -Operating expenses	-	-	-	-
724	10	Court rel- Cty Ct Crim-Clerk - Personal Services	3,136,048	3,006,382	3,006,382	-
724	30	Court rel- Cty Ct Crim-Clerk - Operating expenses	56,696	42,910	42,910	-
744	10	Court rel- Cty Ct Civ-Clerk - Personal Services	1,784,656	1,753,059	1,753,059	-
744	30	Court rel- Cty Ct Civ-Clerk - Operating expenses	11,432	-	-	-
764	10	Court rel- Cty Ct Traf-Clerk - Personal Services	3,165,838	2,974,663	2,974,663	-
764	30	Court rel- Cty Ct Traf-Clerk - Operating expenses	71,771	51,582	51,583	-
		EXPENDITURES BEFORE TRANSFERS	22,146,021	22,146,021	21,492,784	653,237
587	000	Clerk of Court Excess Remittance			290,407	(290,407)
TOTAL EXPENDITURES AND OTHER DEBITS			\$ 22,146,021	\$ 22,146,021	\$ 21,783,191	\$ 362,830

**PINELLAS COUNTY CLERK OF THE CIRCUIT COURT AND COMPTROLLER
EXPENDITURES**

For the year ended September 30, 2021

FUND : Public Records Modernization Trust Fund

**EXPENDITURES AND OTHER DEBITS
(511.XX THROUGH 599.XX)**

<u>Account No.</u>	<u>Object</u>	<u>Description</u>	<u>Amount</u>
513	30	General Gov't- Financial & Admin-Operating exper	\$ 24,876
513	60	General Gov't- Financial & Admin-Capital outlay	24,883
519	10	General Gov't- Other-Personal services	-
519	30	General Gov't- Other-Operating expenses	42,570
519	60	General Gov't- Other-Capital outlay	42,581
713	10	Clerk Technology -Personal Services	62,590
713	30	Clerk Technology-Operating expenses	916,022
713	60	Court Technology -Capital outlay	163,442
716	10	Court rel- Technology -Personal Services	-
716	30	Court rel- Technology-Operating expenses	63,619
716	60	Court rel- Technology -Capital outlay	63,636
TOTAL EXPENDITURES AND OTHER DEBITS			\$ 1,404,219

**PINELLAS COUNTY CLERK OF THE CIRCUIT COURT AND COMPTROLLER
EXPENDITURES
BUDGET AND ACTUAL**

For the year ended September 30, 2021

FUND: Public Records Modernization Trust Fund

**EXPENDITURES AND OTHER DEBITS
(511.XX THROUGH 599.XX)**

Account#	Obj	Description	TOTAL FUNDS			
			ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	VARIANCE
513	30	General Gov't- Financial & Admin-Operating expenses	\$ 317,286	\$ 317,286	\$ 24,876	\$ 292,410
513	60	General Gov't- Financial & Admin-Capital outlay	60,736	60,736	24,883	35,853
519	30	General Gov't- Other-Operating expenses	542,964	542,964	42,570	500,394
519	60	General Gov't- Other-Capital outlay	103,936	103,936	42,581	61,355
713	10	Clerk Technology -Personal Services	1,391,296	1,391,296	62,590	1,328,706
713	30	Clerk Technology-Operating expenses	775,100	1,518,215	916,022	602,193
713	60	Court Technology -Capital outlay	200,000	282,500	163,442	119,058
716	30	Court rel- Technology-Operating expenses	811,437	811,437	63,619	747,818
716	60	Court rel- Technology -Capital outlay	155,328	155,328	63,636	91,692
EXPENDITURES BEFORE RESERVES			4,358,083	5,183,698	1,404,219	3,779,479
590	00	Reserves	8,451,009	8,059,312		8,059,312
TOTAL EXPENDITURES AND OTHER DEBITS			\$ 12,809,092	\$ 13,243,010	\$ 1,404,219	\$ 11,838,791