

MARION COUNTY CLERK OF THE CIRCUIT COURT



ADOPTED BUDGET FISCAL YEAR 2016-17

PREPARED BY: DAVID R. ELLSPERMANN, CLERK OF THE CIRCUIT COURT AND COMPTROLLER – BUDGET DEPARTMENT

**Marion County Clerk of the Circuit Court and Comptroller
Fiscal Year 2017 Adopted Budget**

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**Marion County Clerk of the Circuit Court and Comptroller
Expenditure Summary
Fiscal Year 2017 Adopted Budget**

Fund	Fund Description	FY 2015 Actual	FY 2016 Adopted	FY 2016 Amended	FY 2017 Adopted
950051	Clerk - Office General Fund	2,201,654	2,178,386	2,178,386	2,250,444
950052	Clerk to BCC Fund	2,588,348	2,711,569	2,716,820	2,895,975
950053	Clerk - Court Related Fund	6,886,468	6,313,350	6,313,350	6,248,539
950054	State Funded	71,459	11,204	11,204	11,204
950151	Clerk - Public Records Modernization TF	244,235	230,215	230,215	234,809
950153	Clerk - Public Records Modern TF - Courts	918,703	1,168,211	1,173,462	1,396,695
	Total Other	<u>12,910,868</u>	<u>12,612,935</u>	<u>12,623,437</u>	<u>13,037,666</u>
	Total Clerk of the Circuit Court Budget	<u>12,910,868</u>	<u>12,612,935</u>	<u>12,623,437</u>	<u>13,037,666</u>



**Marion County Clerk of the Circuit Court and Comptroller
Fiscal Year 2017 Adopted Budget**

Account #	Account Description	FY 2015 Actual	FY 2016 Adopted	FY 2016 Amended	FY 2017 Adopted
950051 Clerk - Office General Fund					
Revenues					
34110010	Fees - Recording	1,144,480	1,142,000	1,142,000	1,202,000
34190015	Planning Amendment Appl	87,946	99,000	99,000	65,000
34190040	Fees - Passports	105,001	105,000	105,000	114,000
34190051	Fees - Code Fine Collections	27,305	25,000	25,000	26,000
34190052	Fees - Comm On Deed Do	64,367	62,000	62,000	64,000
34190055	Fees - Intangible Tax Commission	13,884	13,000	13,000	14,000
34190060	Fees - Filing - Value Adjustment Board	4,769	5,000	5,000	2,100
34190070	Fees - Assessments	0	37,700	37,700	17,000
34193010	Fees - Extra Net Access	23,250	24,900	24,900	18,000
34194110	Fees - Copying - Paper	39,443	42,400	42,400	39,000
34194200	Fees - Marriage Licenses	73,565	77,000	77,000	76,000
34194210	Fees - Copying Media	0	0	0	40
36131010	Interest Earnings - Clerk	4,527	5,000	5,000	5,600
36990020	Cash Adjustment	17	0	0	0
36991020	Postage	465	500	500	300
36992010	Other Miscellaneous Revenue	62,119	65,200	65,200	57,000
37999999	Less 5%	0	-85,185	-85,185	0
38110240	Transfer from Clerk-Court Related Fund	550,793	559,871	559,871	550,404
Revenues Total		2,201,930	2,178,386	2,178,386	2,250,444



**Marion County Clerk of the Circuit Court and Comptroller
Fiscal Year 2017 Adopted Budget**

Account #	Account Description	FY 2015 Actual	FY 2016 Adopted	FY 2016 Amended	FY 2017 Adopted
950051 Clerk - Office General Fund					
Expenditures					
Personnel					
511101	Executive Salaries	122,765	123,044	123,044	123,447
512101	Regular Salaries & Wages	1,302,784	1,225,530	1,225,530	1,327,596
513101	Other Salaries & Wages	0	9,972	9,972	9,972
514101	Overtime	148	0	0	0
521101	FICA Taxes	90,907	102,250	102,250	109,793
522101	Retirement Contributions	114,469	156,940	156,940	185,810
523101	Health Insurance	185,031	258,615	258,615	280,753
523401	Life, AD&D, LTD	5,775	6,324	6,324	6,808
524101	Worker's Compensation	4,205	3,205	3,205	2,796
	Personnel Total	<u>1,826,085</u>	<u>1,885,880</u>	<u>1,885,880</u>	<u>2,046,975</u>
Operating					
531109	Professional Services	173	3,000	3,000	3,060
540101	Travel & Per Diem	5,677	10,600	10,600	10,910
541101	Communications Services	2,891	1,500	1,500	1,530
542201	Postage & Freight	10,013	10,500	10,500	10,710
544101	Rentals & Leases - Equipment	310	0	0	0
545101	Insurance - Premiums	36,963	34,529	34,529	33,484
546312	Repairs/Maint - Computer Equipment	11,509	3,200	3,200	3,250
546401	Repairs/Maint - Office Machines	3,633	4,750	4,750	4,815
547101	Printing & Binding	0	1,000	1,000	1,020
549111	Other Current Charges & Obligations	4,615	1,500	1,500	1,500
549990	Other Current Charges - Misc Expenses	0	130	130	130
551101	Office Supplies	18,294	33,410	33,410	34,114
552101	Gasoline, Oil & Lubricants	1,367	2,000	2,000	2,040
552106	Computer Software	198,625	81,345	81,345	82,845
554101	Books, Publications & Subscriptions	871	1,000	1,000	1,020
554201	Dues & Memberships	2,331	3,489	3,489	3,549
555501	Training & Education	7,537	5,735	5,735	5,850
	Operating Total	<u>304,807</u>	<u>197,688</u>	<u>197,688</u>	<u>199,827</u>
Capital					
564101	Machinery and Equipment	70,762	2,500	2,500	2,550
	Capital Total	<u>70,762</u>	<u>2,500</u>	<u>2,500</u>	<u>2,550</u>
Reserve					
599101	Reserve for Contingencies	0	92,318	92,318	1,092
	Reserve Total	<u>0</u>	<u>92,318</u>	<u>92,318</u>	<u>1,092</u>
	Fund Expenditure Total	<u>2,201,654</u>	<u>2,178,386</u>	<u>2,178,386</u>	<u>2,250,444</u>



**Marion County Clerk of the Circuit Court and Comptroller
Fiscal Year 2017 Adopted Budget**

Account #	Account Description	FY 2015 Actual	FY 2016 Adopted	FY 2016 Amended	FY 2017 Adopted
950052 Clerk to BCC Fund					
Revenues					
38100120	Transfer from BCC - Clerk to Board	2,583,792	2,703,569	2,708,820	2,887,975
38110230	Transfer from BCC - Clerk of County Court	8,000	8,000	8,000	8,000
	Revenues Total	2,591,792	2,711,569	2,716,820	2,895,975



Marion County Clerk of the Circuit Court and Comptroller
Fiscal Year 2017 Adopted Budget

Account #	Account Description	FY 2015 Actual	FY 2016 Adopted	FY 2016 Amended	FY 2017 Adopted
950052 Clerk to BCC Fund					
Expenditures					
Personnel					
511101	Executive Salaries	16,741	16,779	16,779	16,834
512101	Regular Salaries & Wages	1,716,259	1,710,006	1,710,006	1,835,397
514101	Overtime	19	0	0	0
521101	FICA Taxes	128,385	130,858	130,858	140,117
522101	Retirement Contributions	185,283	180,884	180,884	197,233
523101	Health Insurance	241,025	312,064	312,064	333,028
523401	Life, AD&D, LTD	7,855	8,106	8,106	8,685
524101	Worker's Compensation	5,428	4,104	4,104	3,657
	Personnel Total	<u>2,300,995</u>	<u>2,362,801</u>	<u>2,362,801</u>	<u>2,534,951</u>
Operating					
531109	Professional Services	40,236	42,135	42,135	42,555
534108	Contract Serv - Wells Fargo	10,624	10,560	10,560	10,800
540101	Travel & Per Diem	10,493	15,100	15,100	17,935
541101	Communications Services	9,403	14,410	14,410	14,560
542201	Postage & Freight	3,081	7,500	7,500	7,520
544101	Rentals & Leases - Equipment	4,016	95	95	100
545101	Insurance - Premiums	7,570	8,098	8,098	7,350
546312	Repairs/Maint - Computer Equipment	1,918	2,000	2,000	2,080
546401	Repairs/Maint - Office Machines	3,730	10,752	10,752	10,872
547101	Printing & Binding	16,470	17,000	17,000	17,060
549111	Other Current Charges & Obligations	10,612	935	935	935
551101	Office Supplies	22,435	31,192	31,192	31,526
552101	Gasoline, Oil & Lubricants	1,988	2,550	2,550	2,758
552106	Computer Software	126,557	155,846	155,846	150,163
552116	Operating Supplies - Computer Hardware	0	1,121	1,121	1,030
554101	Books, Publications & Subscriptions	2,893	2,153	2,153	3,945
554201	Dues & Memberships	3,294	4,305	4,305	4,639
555501	Training & Education	6,446	14,005	14,005	23,925
	Operating Total	<u>281,766</u>	<u>339,757</u>	<u>339,757</u>	<u>349,753</u>
Capital					
564101	Machinery and Equipment	0	0	0	2,260
	Capital Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,260</u>
Transfers					
591153	Budget Transfer to Public Records Modern T	5,588	0	5,251	0
	Transfers Total	<u>5,588</u>	<u>0</u>	<u>5,251</u>	<u>0</u>
Reserve					
599101	Reserve for Contingencies	0	9,011	9,011	9,011
	Reserve Total	<u>0</u>	<u>9,011</u>	<u>9,011</u>	<u>9,011</u>
	Fund Expenditure Total	<u>2,588,348</u>	<u>2,711,569</u>	<u>2,716,820</u>	<u>2,895,975</u>



**Marion County Clerk of the Circuit Court and Comptroller
Fiscal Year 2017 Adopted Budget**

Account #	Account Description	FY 2015 Actual	FY 2016 Adopted	FY 2016 Amended	FY 2017 Adopted
950053 Clerk - Court Related Fund					
Revenues					
33169010	Title IV-D Reimbursement	377,044	261,360	261,360	357,138
33580010	Allotment from CCOC	209,304	0	0	0
34811020	Fees - Criminal Filing - County Court Criminal	9,380	10,766	10,766	8,462
34812040	Serv Chrg - Copies - County Court Criminal	92,413	102,833	102,833	94,779
34813010	Court Costs - County Court Criminal	263,198	287,575	287,575	199,953
34822040	Serv Chrg - Copies - Circuit Court Criminal	110,753	119,446	119,446	106,785
34823010	Court Costs - Circuit Court Criminal	439,540	375,952	375,952	453,785
34831014	Fees - Civil Filing - County Court Civil	865,830	842,049	842,049	1,015,569
34831015	County Civil Filing Fee \$80	128,121	122,247	122,247	149,657
34831016	County Civil Reopen Fees	0	0	0	1,875
34832040	Serv Chrg - Copies - County Court Civil	24,857	27,910	27,910	21,224
34841014	Fees - Civil Filing - Circuit Court Civil	526,943	531,192	531,192	291,328
34841015	Circuit Civil Filing Fees \$80	311,474	314,007	314,007	106,261
34841016	Circuit Civil Reopen Fees	0	0	0	31,767
34841020	Family Filing Fees	0	0	0	137,416
34841021	Family Filing Fees \$80	0	0	0	181,497
34841022	Family Reopen Fees	0	0	0	6,995
34842040	Serv Chrg - Copies - Circuit Court Civil	589,535	541,161	541,161	452,129
34842060	Family - Service Charges	0	0	0	68,334
34848010	Fees - Child Support - Circuit Court Civil	48,586	42,139	42,139	48,091
34851014	Traffic Filing Fees - Traffic Court	400	0	0	0
34852040	Serv Chrg - Copies - Traffic Court	236,097	257,542	257,542	207,257
34852041	Traffic/Criminal Service Charge	0	0	0	5,825
34853010	Court Costs - Traffic	688,880	670,105	670,105	619,674
34853011	Traffic/Criminal - Court Costs	0	0	0	49,789
34861014	Juvenile Dependency Filing Fees	0	0	0	2,171
34862040	Serv Chrg - Copies - Juvenile	2,645	2,453	2,453	2,158
34862041	Juvenile Dependency - Service Charge	0	0	0	95
34871015	Fees - Probate Filing \$80	0	0	0	80
34871016	Probate Reopen Fees	0	0	0	2,250
34871024	Fees - Filing - Probate	326,587	302,246	302,246	342,514
34872040	Serv Chrg - Copies - Probate	39,198	43,198	43,198	36,142
35100010	Court - Fines & Forfeitures	643,357	748,824	748,824	0
35100011	County Bond Forfeit	33,730	34,637	34,637	27,045
35100450	Circuit Fines	521,458	618,179	618,179	0
35100451	Circuit Bond Forfeit	71,258	76,462	76,462	55,981
35100470	Traffic Fines	322,983	312,178	312,178	0
35110015	County Criminal Fines	0	0	0	243,313
35120015	Circuit Criminal Fines	0	0	0	312,715
35150015	Criminal Traffic Fines	0	0	0	342,817
35150016	Civil Traffic Fines	0	0	0	263,352
36131010	Interest Earnings - Clerk	1,369	1,169	1,169	2,316
36990020	Cash Adjustment	1,529	0	0	0
37999999	Less 5%	0	-332,280	-332,280	0
	Revenues Total	6,886,468	6,313,350	6,313,350	6,248,539



Marion County Clerk of the Circuit Court and Comptroller
Fiscal Year 2017 Adopted Budget

Account #	Account Description	FY 2015 Actual	FY 2016 Adopted	FY 2016 Amended	FY 2017 Adopted
950053 Clerk - Court Related Fund					
Expenditures					
Personnel					
512101	Regular Salaries & Wages	3,895,017	3,769,611	3,769,611	3,580,972
513101	Other Salaries & Wages	64,326	80,790	80,790	80,790
514101	Overtime	78,501	0	0	0
521101	FICA Taxes	300,477	294,306	294,306	280,002
522101	Retirement Contributions	326,396	306,583	306,583	286,224
523101	Health Insurance	825,864	1,055,056	1,055,056	1,069,520
523401	Life, AD&D, LTD	18,358	17,663	17,663	16,782
524101	Worker's Compensation	12,931	8,856	8,856	7,082
525101	Unemployment Compensation	9,317	0	0	0
	Personnel Total	<u>5,531,186</u>	<u>5,532,865</u>	<u>5,532,865</u>	<u>5,321,372</u>
Operating					
531109	Professional Services	120	0	0	0
534101	Contract Serv - Other - Misc	23,298	20,000	20,000	20,400
540101	Travel & Per Diem	16,343	22,750	22,750	23,970
541203	Postage - Reimbursement	-9,531	0	0	0
542201	Postage & Freight	103,625	1,250	1,250	1,275
544101	Rentals & Leases - Equipment	98	70	70	71
546401	Repairs/Maint - Office Machines	33,370	31,030	31,030	31,651
547101	Printing & Binding	29,523	36,557	36,557	39,474
549111	Other Current Charges & Obligations	4,110	0	0	0
549180	Other Current Charges - Competency Exams	82,275	90,000	90,000	90,000
549990	Other Current Charges - Misc Expenses	200	350	350	357
551101	Office Supplies	56,777	15,277	15,277	15,583
552101	Gasoline, Oil & Lubricants	178	0	0	0
554101	Books, Publications & Subscriptions	2,142	100	100	102
554201	Dues & Memberships	0	1,730	1,730	1,765
555501	Training & Education	1,030	1,500	1,500	2,040
	Operating Total	<u>343,557</u>	<u>220,614</u>	<u>220,614</u>	<u>226,688</u>
Grants & Aid					
581201	Payments to State	460,933	0	0	150,075
	Grants & Aid Total	<u>460,933</u>	<u>0</u>	<u>0</u>	<u>150,075</u>
Transfers					
591051	Budget Transfer to Office General Fund	550,793	559,871	559,871	550,404
	Transfers Total	<u>550,793</u>	<u>559,871</u>	<u>559,871</u>	<u>550,404</u>
	Fund Expenditure Total	<u>6,886,468</u>	<u>6,313,350</u>	<u>6,313,350</u>	<u>6,248,539</u>



**Marion County Clerk of the Circuit Court and Comptroller
Fiscal Year 2017 Adopted Budget**

Account #	Account Description	FY 2015 Actual	FY 2016 Adopted	FY 2016 Amended	FY 2017 Adopted
950054 State Funded					
Revenues					
33580020	Foreclosure Project - JAC	59,531	0	0	0
36993020	Public Defender - Witness	0	13	13	0
36993030	State Attorney - Witness	10,565	10,598	10,598	9,504
36993040	Traffic - Witness	1,363	1,183	1,183	1,700
37999999	Less 5%	0	-590	-590	0
	Revenues Total	71,459	11,204	11,204	11,204



**Marion County Clerk of the Circuit Court and Comptroller
Fiscal Year 2017 Adopted Budget**

Account #	Account Description	FY 2015 Actual	FY 2016 Adopted	FY 2016 Amended	FY 2017 Adopted
950054 State Funded					
Expenditures					
Personnel					
512101	Regular Salaries & Wages	44,621	0	0	0
521101	FICA Taxes	2,580	0	0	0
522101	Retirement Contributions	2,767	0	0	0
523101	Health Insurance	9,337	0	0	0
523401	Life, AD&D, LTD	168	0	0	0
524101	Worker's Compensation	59	0	0	0
	Personnel Total	59,531	0	0	0
Operating					
540150	Travel - Witness	10,893	9,654	9,654	9,654
549150	Witness Fees - Circuit Court	1,035	1,550	1,550	1,550
	Operating Total	11,928	11,204	11,204	11,204
	Fund Expenditure Total	71,459	11,204	11,204	11,204



**Marion County Clerk of the Circuit Court and Comptroller
Fiscal Year 2017 Adopted Budget**

Account #	Account Description	FY 2015 Actual	FY 2016 Adopted	FY 2016 Amended	FY 2017 Adopted
950151 Clerk - Public Records Modernization TF					
Revenues					
34111010	Recording Fees - Pub Records Mod Trust	168,388	159,000	159,000	175,000
36131010	Interest Earnings - Clerk	554	200	200	500
37999999	Less 5%	0	-7,960	-7,960	0
39999991	Balances Forward - Cash Regular	317,859	78,975	78,975	59,309
	Revenues Total	486,801	230,215	230,215	234,809



Marion County Clerk of the Circuit Court and Comptroller
Fiscal Year 2017 Adopted Budget

Account #	Account Description	FY 2015 Actual	FY 2016 Adopted	FY 2016 Amended	FY 2017 Adopted
950151 Clerk - Public Records Modernization TF					
Expenditures					
Operating					
531109	Professional Services	2,184	10,000	10,000	10,200
544101	Rentals & Leases - Equipment	20,988	25,000	25,000	25,500
546312	Repairs/Maint - Computer Equipment	25,853	25,000	25,000	25,500
549111	Other Current Charges & Obligations	15,890	500	500	500
551101	Office Supplies	1,745	0	0	0
552106	Computer Software	160,795	150,000	150,000	153,000
552116	Operating Supplies - Computer Hardware	0	19,715	19,715	20,109
	Operating Total	<u>227,455</u>	<u>230,215</u>	<u>230,215</u>	<u>234,809</u>
Capital					
564101	Machinery and Equipment	16,780	0	0	0
	Capital Total	<u>16,780</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Fund Expenditure Total	<u><u>244,235</u></u>	<u><u>230,215</u></u>	<u><u>230,215</u></u>	<u><u>234,809</u></u>



**Marion County Clerk of the Circuit Court and Comptroller
Fiscal Year 2017 Adopted Budget**

Account #	Account Description	FY 2015 Actual	FY 2016 Adopted	FY 2016 Amended	FY 2017 Adopted
950153 Clerk - Public Records Modern TF - Courts					
Revenues					
34111010	Recording Fees - Pub Records Mod Trust	502,002	500,000	500,000	500,000
35180010	Traffic Fines 10%	192,419	180,000	180,000	182,000
35180020	Incarceration - County Criminal Fines	92,168	96,000	96,000	95,000
35180030	Incarceration - Circuit Criminal Fines	105,840	74,000	74,000	131,000
36131010	Interest Earnings - Clerk	619	260	260	600
37999999	Less 5%	0	-42,513	-42,513	0
38100052	Transfer From the Clerk to BCC Fund	5,588	0	5,251	0
39999991	Balances Forward - Cash Regular	508,165	360,464	360,464	488,095
	Revenues Total	1,406,800	1,168,211	1,173,462	1,396,695



Marion County Clerk of the Circuit Court and Comptroller
Fiscal Year 2017 Adopted Budget

Account #	Account Description	FY 2015 Actual	FY 2016 Adopted	FY 2016 Amended	FY 2017 Adopted
950153 Clerk - Public Records Modern TF - Courts					
Expenditures					
Personnel					
512101	Regular Salaries & Wages	235,788	230,618	230,618	245,211
514101	Overtime	218	0	0	0
521101	FICA Taxes	16,913	17,642	17,642	18,757
522101	Retirement Contributions	18,936	16,743	16,743	18,440
523101	Health Insurance	31,815	34,681	34,681	40,846
523401	Life, AD&D, LTD	1,081	1,081	1,081	1,147
524101	Worker's Compensation	739	548	548	484
	Personnel Total	<u>305,490</u>	<u>301,313</u>	<u>301,313</u>	<u>324,885</u>
Operating					
546312	Repairs/Maint - Computer Equipment	22,107	5,225	5,225	5,329
546401	Repairs/Maint - Office Machines	0	2,300	2,300	2,346
551101	Office Supplies	44,614	25,000	25,000	25,500
552105	Computer Software - Technical Assistance	5,400	265,731	265,731	271,046
552106	Computer Software	439,689	515,295	515,295	664,101
	Operating Total	<u>511,810</u>	<u>813,551</u>	<u>813,551</u>	<u>968,322</u>
Capital					
564101	Machinery and Equipment	101,404	15,000	20,251	15,300
	Capital Total	<u>101,404</u>	<u>15,000</u>	<u>20,251</u>	<u>15,300</u>
Reserve					
599101	Reserve for Contingencies	0	38,347	38,347	88,188
	Reserve Total	<u>0</u>	<u>38,347</u>	<u>38,347</u>	<u>88,188</u>
	Fund Expenditure Total	<u>918,703</u>	<u>1,168,211</u>	<u>1,173,462</u>	<u>1,396,695</u>