

SARASOTA COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT
AND COUNTY COMPTROLLER

Financial Statements
For the Year Ended
September 30, 2012

**SARASOTA COUNTY, FLORIDA
 CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
 For The Year Ended September 30, 2012**

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Independent Auditors' Report

To the Honorable Karen E. Rushing
Clerk of the Circuit Court and County Comptroller
Sarasota County, Florida

We have audited the accompanying financial statements of each major fund and aggregate remaining fund information of the Sarasota County, Florida, Clerk of the Circuit Court and County Comptroller (the "Clerk"), as of and for the year ended September 30, 2012 which comprise the basic financial statements of the Clerk as listed in the table of contents. These financial statements are the responsibility of the Clerk's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

As discussed in Note 1 to the financial statements, the financial statements referred to above have been prepared for the purpose of complying with, and on the basis of accounting practices specified by, the Rules of the Auditor General, State of Florida, and are not intended to be a complete presentation under Governmental Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statements-and Management's Discussion and Analysis-for State and Local Governments*. Additionally, the financial statements present only the Clerk and are not intended to present fairly the financial position of Sarasota County, Florida, as of September 30, 2012, and the changes in financial position, where applicable, for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each major fund and the aggregate remaining fund information of the Clerk as of September 30, 2012, and the respective changes in financial position thereof, and the respective budgetary comparison for the general fund, public records trust fund, and court related functions fund for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

To the Honorable Karen E. Rushing
Clerk of the Circuit Court and County Comptroller
Sarasota County, Florida

In accordance with *Government Auditing Standards*, we have also issued our report dated December 18, 2012, on our consideration of the Clerk's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial control or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*, and should be considered in assessing the results of our audit.

Our audit was conducted for the purpose of forming opinions on the fund financial statements that collectively comprise the Clerk's basic financial statements. The Combining Statement of Fiduciary Assets and Liabilities – All Agency Funds and the Combining Statement of Changes in Fiduciary Assets and Liabilities – All Agency Funds are presented for the purpose of additional analysis and are not a required part of the fund financial statements. The combining schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements taken as a whole.

This report is intended solely for the information and use of the Clerk, management, the Board of County Commissioners of Sarasota County, Florida, and the Auditor General, State of Florida, and is not intended to be and should not be used by anyone other than these specified parties.



Shinn & Company LLC
Bradenton, Florida



CliftonLarsonAllen LLP
Tampa, Florida

December 18, 2012

Basic Financial Statements

**SARASOTA COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
BALANCE SHEET – GOVERNMENTAL FUNDS
September 30, 2012**

	Major Funds			Total Governmental Funds
	General Fund	Public Records Trust Fund	Court Related Functions Fund	
Assets				
Cash and investments	\$ 1,753,711	\$ 2,847,443	\$ 662,463	\$ 5,263,617
Due from other funds	7,738	-	737	8,475
Due from other county governments	1,523	46	664	2,233
Due from other governments	52,499	-	72,861	125,360
Total assets	\$ 1,815,471	\$ 2,847,489	\$ 736,725	\$ 5,399,685
Liabilities and fund balance				
Liabilities:				
Accounts payable	\$ 619,632	\$ 136,304	\$ 35,573	\$ 791,509
Wages and benefits payable	212,074	7,417	243,127	462,618
Due to other county governments	925,444	-	4,719	930,163
Due to other governments	58,321	-	500	58,821
Deposits	-	-	98,041	98,041
Total liabilities	1,815,471	143,721	381,960	2,341,152
Fund balance:				
Restricted Funds	-	2,703,768	354,765	3,058,533
Total fund balance	-	2,703,768	354,765	3,058,533
Total liabilities and fund balance	\$ 1,815,471	\$ 2,847,489	\$ 736,725	\$ 5,399,685

**SARASOTA COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE – GOVERNMENTAL FUNDS
For the Year Ended September 30, 2012**

	Major Funds			Total Governmental Funds
	General Fund	Public Records Trust Fund	Court Related Functions Fund	
Revenues:				
Board of County Commissioners				
appropriations	\$ 6,215,269	\$ -	\$ -	\$ 6,215,269
State of Florida				
appropriations	-	-	7,848,775	7,848,775
Intergovernmental	361,063	-	-	361,063
Charges for services	2,377,039	990,332	420	3,367,791
Fines and forfeitures	-	348,270	-	348,270
Interest income	2,166	4,742	-	6,908
	<u>8,955,537</u>	<u>1,343,344</u>	<u>7,849,195</u>	<u>18,148,076</u>
Total revenues				
Expenditures:				
Current - general government:				
Personal services	5,246,940	193,074	6,466,052	11,906,066
Operating expenditures	2,452,418	894,324	1,196,645	4,543,387
Capital outlay	339,965	105,406	1,834	447,205
	<u>8,039,323</u>	<u>1,192,804</u>	<u>7,664,531</u>	<u>16,896,658</u>
Total expenditures				
Excess of revenues over expenditures	<u>916,214</u>	<u>150,540</u>	<u>184,664</u>	<u>1,251,418</u>
Other financing sources (uses):				
Distribution of excess revenues:				
Board of County Commissioners	(916,214)	-	-	(916,214)
Department of Revenue	-	-	(141,778)	(141,778)
	<u>(916,214)</u>	<u>-</u>	<u>(141,778)</u>	<u>(1,057,992)</u>
Total other financing sources (uses)				
Net change in fund balance	-	150,540	42,886	193,426
Fund balance, beginning of year	<u>-</u>	<u>2,553,228</u>	<u>311,879</u>	<u>2,865,107</u>
Fund balance, end of year	<u>\$ -</u>	<u>\$ 2,703,768</u>	<u>\$ 354,765</u>	<u>\$ 3,058,533</u>

See notes to the financial statements.

**SARASOTA COUNTY, FLORIDA
 CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE –
 BUDGET AND ACTUAL – GENERAL FUND
 For the Year Ended September 30, 2012**

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Revenues:				
Board of County Commissioners				
appropriations	\$ 5,714,712	\$ 6,215,269	\$ 6,215,269	\$ -
Intergovernmental	385,557	385,557	361,063	(24,494)
Charges for services	2,243,928	2,373,955	2,377,039	3,084
Interest income	720	720	2,166	1,446
	<u>8,344,917</u>	<u>8,975,501</u>	<u>8,955,537</u>	<u>(19,964)</u>
Total revenues				
Expenditures:				
Current - general government				
Personal services	6,115,810	5,466,116	5,246,940	219,176
Operating expenditures	2,147,574	3,106,349	2,452,418	653,931
Capital outlay	81,533	342,397	339,965	2,432
	<u>8,344,917</u>	<u>8,914,862</u>	<u>8,039,323</u>	<u>875,539</u>
Total expenditures				
Excess of revenues over expenditures	<u>-</u>	<u>60,639</u>	<u>916,214</u>	<u>855,575</u>
Other financing sources (uses):				
Distribution of excess revenues:				
Board of County Commissioners	<u>-</u>	<u>(60,639)</u>	<u>(916,214)</u>	<u>(855,575)</u>
Total other financing sources (uses)	<u>-</u>	<u>(60,639)</u>	<u>(916,214)</u>	<u>(855,575)</u>
Net change in fund balance	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund balance, beginning of year	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund balance, end of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

SARASOTA COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE –
BUDGET AND ACTUAL – PUBLIC RECORDS TRUST FUND
For the Year Ended September 30, 2012

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues:				
Charges for services	\$ 800,716	\$ 800,716	\$ 990,332	\$ 189,616
Fines and forfeitures	404,800	404,800	348,270	(56,530)
Interest income	4,099	4,099	4,742	643
Total revenues	1,209,615	1,209,615	1,343,344	133,729
Expenditures:				
Current - General government				
Personal Services	307,173	428,762	193,074	235,688
Operating expenditures	2,246,185	2,272,729	894,324	1,378,405
Capital outlay	469,560	474,337	105,406	368,931
Total expenditures	3,022,918	3,175,828	1,192,804	1,983,024
Net change in fund balance	(1,813,303)	(1,966,213)	150,540	(1,849,295)
Fund balance, beginning of year	2,553,228	2,553,228	2,553,228	-
Fund balance, end of year	\$ 739,925	\$ 587,015	\$ 2,703,768	\$ (1,849,295)

**SARASOTA COUNTY, FLORIDA
 CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE –
 BUDGET AND ACTUAL – COURT RELATED FUNCTIONS FUND
 For the Year Ended September 30, 2012**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues:				
State of Florida appropriations	\$ 7,854,532	\$ 7,848,775	\$ 7,848,775	\$ -
Charges for services	715	715	420	(295)
Total revenues	7,855,247	7,849,490	7,849,195	(295)
Expenditures:				
Current - General government				
Personal services	7,066,643	6,492,283	6,466,052	26,231
Operating expenditures	788,604	1,213,595	1,196,645	16,950
Capital outlay	-	1,834	1,834	-
Total expenditures	7,855,247	7,707,712	7,664,531	43,181
Excess of revenues over expenditures	-	141,778	184,664	42,886
Other financing sources (uses):				
Distribution of excess revenues:				
State of Florida	-	(141,778)	(141,778)	-
Total other financing sources (uses)	-	(141,778)	(141,778)	-
Net change in fund balance	-	-	42,886	42,886
Fund balance, beginning of year	311,879	311,879	311,879	-
Fund balance, end of year	\$ 311,879	\$ 311,879	\$ 354,765	\$ 42,886

**SARASOTA COUNTY, FLORIDA
 CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
 STATEMENT OF FIDUCIARY ASSETS,
 LIABILITIES AND NET ASSETS
 September 30, 2012**

	Law Library Private-Purpose Trust Fund	Agency Funds
Assets		
Cash and cash equivalents	\$ 258,935	\$ 15,705,665
Due from other county governments	6,762	16,090
Due from other governments	-	80,849
Other receivables	-	1,338
Office furniture and equipment	12,732	-
Less accumulated depreciation	(12,732)	-
	265,697	\$ 15,803,942
Total assets		
Liabilities		
Accounts payable	7,059	\$ 13,202
Accrued payroll	1,896	-
Interest payable	-	27,615
Due to other county governments	3,496	339,393
Due to other governments	-	3,014,462
Deferred revenue	10,399	-
Due to other funds	-	8,475
Compensated absences	4,587	-
Due to individuals	-	126,504
Deposits	-	12,274,291
	27,437	\$ 15,803,942
Total liabilities		
Net assets		
Held in trust for law library	\$ 238,260	

**SARASOTA COUNTY, FLORIDA
 CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
 STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS –
 PRIVATE-PURPOSE TRUST FUND
 For the Year Ended September 30, 2012**

	<u>Law Library Private-Purpose Trust Fund</u>
Additions	
Board of County Commissioners appropriations	\$ 91,504
Taxes	22,050
Interest income	453
Miscellaneous income	<u>24</u>
Total additions	<u>114,031</u>
Deductions	
General government:	
Personal services	48,963
Operating expenditures	<u>43,207</u>
Total deductions	<u>92,170</u>
Change in net assets	21,861
Net assets, beginning of year	<u>216,399</u>
Net assets, end of year	<u><u>\$ 238,260</u></u>

SARASOTA COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
NOTES TO FINANCIAL STATEMENTS
September 30, 2012

Note 1 – Summary of Significant Accounting Policies

The following is a summary of the significant accounting principles and policies used in the preparation of these financial statements.

Reporting Entity – The Sarasota County, Florida Clerk of the Circuit Court and County Comptroller (the “Clerk”) is a separately elected county official established pursuant to the Constitution of the State of Florida and the Home Rule Charter of Sarasota County, Florida (the “County”). As part of the County’s Home Rule Charter, the Clerk’s General Fund budget is submitted to the Sarasota County Board of County Commissioners (the “Board”) for approval. The Board appropriates and distributes to the Clerk, on a monthly basis, funds necessary to operate the Clerk’s office.

The Clerk’s annual Court-Related Functions budget is submitted to the State of Florida for approval and certification. State court system funding is allocated between the state, counties and users of the courts. Funding for the court-related functions of the offices of clerks of the circuit and county courts is provided as an appropriation of the State. Appropriations in excess of costs for performing court-related functions are returned to the Florida Department of Revenue, following the end of the State’s June 30 fiscal year. If appropriations are not adequate to pay all costs related to performing court-related functions, the State may appropriate supplemental funding from state revenues.

For financial reporting purposes, the Clerk is deemed to be a part of the primary government of the County and, therefore, is included as such in the Sarasota County, Florida Comprehensive Annual Financial Report. However, the Clerk’s financial statements do not purport to reflect the financial position or the results of operations of Sarasota County, Florida taken as a whole.

Description of Funds – The accounting records are organized on the basis of funds classified for reporting purposes into two basic fund types:

Governmental Funds:

- *The General Fund* – The General Fund is a governmental fund used to account for all revenues and expenditures applicable to the general operations of the Clerk that are not required either legally or by accounting principles generally accepted in the United States of America to be accounted for in another fund. The activity in this fund includes but is not limited to appropriations from the Board, recording fees, passports and marriage licenses fees as well as IV-D Child Support Grant.
- *Public Records Trust Fund* – The Public Records Trust Fund is a special revenue fund used to account for recording fees for record modernization and court-related technology needs of the Clerk. Additionally, 10 percent of all court-related fines collected by the clerk shall be deposited into the clerk’s Public Records Modernization Trust Fund. These funds are used exclusively for additional clerk court-related operational needs and program enhancements.

SARASOTA COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
NOTES TO FINANCIAL STATEMENTS
September 30, 2012

Note 1 – Summary of Significant Accounting Policies (continued)

- *Court-Related Functions Fund* – The Court-Related Functions Fund is a special revenue fund used to account for court-related charges for services and State appropriations, as well as expenditures for court functions.

Fiduciary Funds:

- *Law Library Fund* – The Law Library Fund is a private-purpose trust fund used to account for resources legally held in trust for the maintenance of a law library for use by individuals, private organizations and other governments. Pursuant to Section 82-32 of Sarasota County Ordinances, the Clerk is the custodian of these funds.
- *Agency Funds* – The Agency Funds are used to account for assets received and held by the Clerk in the capacity of an agent for the County, other governmental agencies, and prevailing parties based on a court's ruling. Agency funds are custodial in nature and do not involve measurement of changes in financial position. The Clerk has numerous agency funds for various purposes.

Basis of Presentation, Accounting and Measurement Focus – The Clerk's financial statements have been prepared for the purpose of complying with Section 218.39(2), Florida Statutes, and Chapter 10.550, *Rules of the Auditor General - Local Government Entity Audits*, which require the Clerk to only present fund financial statements. Accordingly, due to the omission of government-wide financial statements and related disclosures, including management's discussion and analysis, these financial statements do not constitute a complete presentation of financial position of the Clerk as of September 30, 2012 and the changes in its financial position for the year then ended, in conformity with Governmental Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*, but otherwise constitute financial statements prepared in conformity with accounting principles generally accepted in the United States of America.

All governmental and agency funds are accounted for using the modified accrual basis of accounting. Revenues are recognized when measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Clerk considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Certain other miscellaneous revenues are recognized as revenues when received because they are generally not measurable until actually received. Investment revenues are recorded as earned. Generally, expenditures are recorded when a liability is incurred. However, expenditures related to accumulated compensated absences and claims and judgments are recorded only when payments are due.

The Law Library is a private-purpose trust fund and uses the full accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

SARASOTA COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
NOTES TO FINANCIAL STATEMENTS
September 30, 2012

Note 1 – Summary of Significant Accounting Policies (continued)

Fund Balance Reporting and Governmental Fund-Type Definitions – Fund balances are reported in classifications based on whether the amounts are nonspendable or spendable. Spendable amounts are further classified in a hierarchy based on the extent to which the Clerk is bound to honor constraints on the specific purpose for fund balances. The classifications are described as follows:

Nonspendable Fund Balance Description

- *Nonspendable fund balance*—Amounts that are not in a spendable form (such as inventory) or are required to be maintained intact. The Clerk did not designate fund balances as nonspendable as of September 30, 2012.

Spendable Fund Balance Descriptions

- *Restricted fund balance*—Restricted fund balances are amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation. The Clerk had restricted fund balance of \$2,703,768 for record modernization and court-related technology needs and \$354,765 for court operations as of September 30, 2012.
- *Committed fund balance*—Committed fund balances are amounts constrained to specific purposes by the Clerk, using its highest level of decision-making authority. The Clerk had no committed funds as of September 30, 2012.
- *Assigned fund balance*—Assigned fund balances are amounts the Clerk intends to use for a specific purpose; intent can be expressed by the Clerk or by an official or body to which the Clerk delegates the authority. The Clerk had no assigned funds as of September 30, 2012.
- *Unassigned fund balance*—Amounts that are available for any purpose; these amounts are reported only in the general fund. Negative balances in other funds are reported as unassigned in those respective funds. The Clerk had no unassigned funds as of September 30, 2012.

Distribution of “Excess Revenues” – In the basic financial statements of the Clerk, the receipts from the County, recording fees and non-court income are reflected as revenue. The Board requires the excess revenues over the Clerk’s General Fund expenditures be returned to the County at the end of the fiscal year. The excess revenue is recorded as an other financing use.

Similarly, any court-related State appropriations exceeding the Court-Related Functions Fund’s operating expenditures are required to be submitted to the State of Florida each year for the State fiscal year ending June 30. The excess appropriations are recorded as an other financing use.

SARASOTA COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
NOTES TO FINANCIAL STATEMENTS
September 30, 2012

Note 1 – Summary of Significant Accounting Policies (continued)

Budgetary Requirement – On or before June 1 of each year, the Clerk submits a tentative budget for the ensuing fiscal year to the Board for its County-related functions. The budget is adopted in the same manner as the budget of the County.

A budget is legally adopted by the Board only for the County funded appropriations and is on a basis consistent with GAAP. Budgetary control is at the fund level. Budgetary changes within the fund are made at the discretion of the Clerk. The budget for the special revenue funds is subject to a “non-appropriated budget” review and approval process, which is outside the Board’s normal “appropriated budget” process. The Clerk’s recording and other non-court functions did not meet the requirements of GASB 54 for classification as a special revenue fund. Therefore, for reporting purposes the revenues and expenditures of these functions have been included in the general fund.

By October 1 of each year, the Clerk submits a tentative budget for the next State fiscal year to the Clerk of Court Operations Corporation (the “CCOC”) for its court-related functions. The CCOC certifies the budget. The CCOC compares actual unit costs with budgeted unit costs during the State fiscal year. Substantial variances in this comparison may require a return of appropriated funds to the State. Budgetary control is at the fund level. Budgetary changes within the fund are made at the discretion of the Clerk.

Cash and Investments – Balances held in banks earned interest at the rate of .40 percent during the fiscal year. Florida Statute 218.415(16) authorizes the Clerk to invest in the State Board of Administration’s Local Government Surplus Funds Trust Fund Investment Pool, certain obligations of the U.S. Treasury and U.S. Agencies, repurchase agreements, and interest-bearing time deposits and savings accounts held in banks and savings and loans. Investments are stated at fair value in accordance with GASB 31.

Capital Assets - Office furniture and equipment used in the law library activities are recorded at historical cost in the private-purpose trust fund, in accordance with Florida Statute 274.02. The current capitalization threshold is \$1,000. Depreciation has been provided on these assets using the straight-line method over useful lives of five years.

Amounts expended for maintenance and repairs are charged to expenditures as incurred. Upon sale or retirement of capital assets, the cost and related accumulated depreciation is removed from the respective accounts and any resulting gain or loss is included in the results of operations.

Compensated Absences – The Clerk’s policy permits employees to accumulate a limited amount of annual leave, which will be paid to employees upon termination of employment. These include accumulated annual leave, and certain other salary-related costs associated with the payment. Compensated absences are reported in governmental funds only if they have matured (i.e., if unused reimbursable leave is outstanding at fiscal year-end following an employee’s resignation or retirement).

Accumulated annual leave, and certain other salary-related costs associated with the payment of annual leave, is accrued when earned in the private purpose trust fund financial statements. A liability for these amounts is reported in the private purpose trust fund on a full accrual basis.

**SARASOTA COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
NOTES TO FINANCIAL STATEMENTS
September 30, 2012**

Note 1 – Summary of Significant Accounting Policies (continued)

Encumbrances – Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded as reservations of budget, is employed as an extension of the statutory required budgetary process. Outstanding encumbrances represent material purchase commitments for goods and services which were ordered, budgeted and appropriated but which had not been received or completed at that date. Encumbrances lapse at year-end. No encumbrances were outstanding at September 30, 2012.

Use of Estimates – The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America and with Chapter 10.550, *Rules of the Auditor General – Local Government Entity Audits*, requires management to make estimates and assumptions that affect reported amounts of assets and liabilities and disclosure of contingent assets and liabilities as of the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from these estimates.

Note 2 – Deposits

Custodial Credit Risk

Custodial credit risk is defined as the risk that, in the event of failure of the counterparty, the Clerk will not be able to recover the value of its securities that are in the possession of an outside party. The Clerk's bank balances are comprised of insured deposits under Federal Deposit Insurance Corporation (FDIC) in the amount of \$250,000 for each banking relationship. In accordance with the Clerk's policy, the remaining balances are fully collateralized pursuant to Chapter 280 of the Florida Statutes. The Statutes provide that if a loss to public depositors is not covered by deposit insurance and the proceeds from the sale of securities pledged by the defaulting depository, the difference will be provided by an assessment levied against other qualified public depositories of the same type as the depository in default. At September 30, 2012, the Clerk's book balance was \$10,700 for petty cash and \$21,217,517 for deposits. The bank balance was \$24,487,682.

Note 3 – Interfund Receivables, Payables, and Transfers

The following is a schedule of interfund receivables and payables as of September 30, 2012:

DUE TO/FROM OTHER FUNDS:

Due to General Fund from:

Fiduciary funds	\$ 7,738
Total Due to General Fund	7,738

Due to Court Related Functions Fund from:

Fiduciary funds	737
Total Due to Court Related Functions Fund	737

Total due to/from other funds	\$ 8,475
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All amounts above are expected to be repaid within one year and resulted from amounts owed between elected official/agencies or amounts borrowed to cover cash deficits at year-end.

SARASOTA COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
NOTES TO FINANCIAL STATEMENTS
September 30, 2012

Note 4 – Capital Assets

Tangible personal property used in the Clerk's operations is recorded as expenditures in the governmental funds of the Clerk at the time assets are received and a liability is incurred. Purchased assets are capitalized at historical cost in the government-wide financial statements of the County. Capital assets related to the law library operations are capitalized directly in the private-purpose trust fund. The Clerk maintains custodial responsibility for the capital assets acquired by its office. Detailed information concerning capital assets is recorded and reported in the government-wide financial statements of the County.

The following is a summary of changes in capital assets for which the Clerk is custodian during fiscal year 2012:

<u>Capital Assets</u>	<u>Balance October 1, 2011</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance September 30, 2012</u>
Capital assets being depreciated:				
Equipment	\$5,202,513	\$ 478,396	\$ 191,319	\$ 5,489,590
Software	554,586	-	-	554,586
Total assets depreciated	<u>5,757,099</u>	<u>478,126</u>	<u>191,319</u>	<u>6,044,176</u>
Less accumulated depreciation:				
Equipment	4,321,420	347,964	189,211	4,480,173
Software	166,376	110,917	-	277,293
Total accumulated depreciation	<u>4,487,796</u>	<u>458,881</u>	<u>189,211</u>	<u>4,757,466</u>
Total capital assets, net	<u><u>\$1,269,303</u></u>	<u><u>\$ 19,515</u></u>	<u><u>\$ 2,108</u></u>	<u><u>\$ 1,286,710</u></u>

**SARASOTA COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
NOTES TO FINANCIAL STATEMENTS
September 30, 2012**

Note 5 – Accumulated Compensated Absences

The amount of vested accumulated compensated absences payable (related to governmental fund activities) based upon the Clerk’s paid-time-off (“PTO”) policy, is reported as a liability in the government-wide financial statements of the County. That liability includes earned but unused PTO as well as FICA taxes and retirement contributions related thereto. The accrued compensated absence liability related to the law library operations is recorded directly in the private-purpose trust fund. PTO is accrued based on length of employment up to a maximum of 320 hours. Non-vested amounts are not accrued and are not considered to be significant.

The change in accumulated compensated absences during the year is as follows:

	<u>Governmental Funds</u>	<u>Private-Purpose Trust Fund</u>	<u>Total</u>
Beginning Balance	\$ 687,166	\$ 5,538	\$ 692,704
Additions	1,030,099	4,260	1,034,360
Deductions	<u>(1,044,836)</u>	<u>(5,211)</u>	<u>(1,050,047)</u>
Ending Balance	<u>\$ 672,430</u>	<u>\$ 4,587</u>	<u>\$ 677,017</u>

The current portion of the above liability at September 30, 2012 is \$116,370.

Note 6 – Retirement Plan

Plan Description – All full-time employees and temporary employees who have been working for longer than six months are eligible to participate in the Florida Retirement System (the “FRS”), administered by the State of Florida Department of Administration. Employees elect participation in either the defined benefit plan (the “Pension Plan”), which is a multiple-employer cost-sharing defined benefit retirement plan; or the defined contribution plan (the “Investment Plan”) under the FRS. As a general rule, membership in the FRS is compulsory for all employees working in a regularly established position for a state agency, county government, district school board, state university, community college or a participating city or special district within the State of Florida. The FRS provides retirement and disability benefits, annual cost-of-living adjustments and death benefits to plan members and beneficiaries. Annual cost of living adjustments are based on the participant’s years of service prior to August 1, 2011.

Benefits are established by Chapter 121, Florida Statutes and Chapter 60S, Florida Administrative Code. Amendments to the law can be made only by an act of the Florida Legislature.

SARASOTA COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
NOTES TO FINANCIAL STATEMENTS
September 30, 2012

Note 6 – Retirement Plan (continued)

Benefits are computed on the basis of age, average final compensation and service credit. Regular class employees who retire at or after age 65 with 8 years of credited service (age 62 with 6 years of service enrolled prior to July 1, 2011) or 33 years of service (30 years of service if enrolled prior to July 1, 2011) regardless of age are entitled to a retirement benefit payable monthly for life equal to 1.6% - 1.68%, depending on their service class, of their average final compensation for each year of credited service. Final average compensation is the employee's average of the five highest years of salary earned during credited service (eight highest years of salary if initially enrolled on or after July 1, 2011). Vested employees with less than 33 years of service (30 years of service if enrolled prior to July 1, 2011) may retire before normal retirement age and receive a reduced benefit of 5% for each year prior to normal retirement age or date. A post-employment health insurance subsidy is also provided to eligible retired employees through the FRS in accordance with Florida Statutes.

For employees who elect participation in the Investment Plan rather than the Pension Plan, vesting occurs at one year of service. These participants receive a contribution for self-direction in an investment product with a third party administrator selected by the State Board of Administration.

The Deferred Retirement Option Program (DROP) is a program that provides an alternative method of payment of retirement benefits for a specified and limited period for members of the FRS, effective July 1, 1998. Under this program, the employee may retire and have their benefits accumulate in the Florida Retirement System Trust Fund, earning interest, while continuing to work for an FRS employer. The participation in the program does not change conditions of employment. When the DROP period ends, a maximum of 60 months, employment must be terminated. At the time of termination of employment, the employee will receive payment of the accumulated DROP benefits, and begin receiving their monthly retirement benefit (in the same amount determined at retirement).

The State of Florida issues a publicly available financial report that includes financial statements and required supplementary information for the FRS. The most recent available report is for the plan year ended June 30, 2011. This report may be obtained by writing to the State of Florida Division of Retirement, Department of Management Services, Office of the Secretary, P.O. Box 9000, Tallahassee, FL 32315-9000, by calling (866) 738-2366, or by accessing their Internet site at https://www.rol.frs.state.fl.us/forms/2010-11_Annual_Report.pdf. In addition, the System's financial statements and required supplemental information are included in the comprehensive annual financial report of the State of Florida, which may be obtained by contacting Florida's Chief Financial Officer in Tallahassee, Florida.

Funding Policy – The FRS requires a 3% contribution for members effective July 1, 2011. Governmental employers are required to make contributions to the FRS based upon statewide rates. The FRS establishes contributions by the state fiscal year, which begins July 1. For the period of October 1, 2011 to June 30, 2012, and July 1, 2012 to September 30, 2012, the contribution rates, by job class, were regular employees 4.91% and 5.18%, elected officials 11.14% and 10.23%, senior management 6.27% and 6.30%, and DROP participants 4.42% and 5.44%, respectively.

SARASOTA COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
NOTES TO FINANCIAL STATEMENTS
September 30, 2012

Note 6 – Retirement Plan (continued)

During the year ended September 30, 2012, the Clerk contributed to the plan an amount equal to 5.15% of covered payroll. The Clerk's contributions to the plan for the years ended September 30, 2012, 2011, and 2010 were \$482,180, \$,945,955 and \$1,011,466 respectively, equal to the actuarially determined contribution requirements for each fiscal year.

Note 7 – Deferred Compensation Plan

The Clerk's employees can voluntarily participate in Sarasota County's Deferred Compensation Plan. The County offers a deferred compensation plan created in accordance with the Internal Revenue Code Section 457. The plan, available to all County and elected official employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death or unforeseeable emergency.

Note 8 – Post Employment Benefits (Other than Pensions)

In accordance with Florida Statutes Section 112.0801, the Clerk participates with Sarasota County in offering retiring employees the opportunity to continue participating in the group insurance and self-insurance plans. Retirees who do not choose to continue participation lose eligibility to participate in the future. The participating retirees pay 100% (employer and employee portion) of the premium cost applicable to an active employee. Expenditures for these benefits are recognized as claims and are reported as part of the County's financial statements. Costs for retiree claims are included with active employee participants in calculating premium and claim liability amounts.

In the County's latest actuarial plan dated September 30, 2012, the portion of the Actuarial Accrued Liability (AAL) for the County-wide plan applicable to the Clerk is \$1,098,000, Unfunded Actuarial Accrued Liability (UAAL) is \$330,000, and Annual Required Contribution (ARC) is \$57,000. The Clerk's employer-paid premiums, as paid to the County-wide self-insurance plan, include the portion related to Post Employment Benefits. The details of the plan, methodology and costs are more fully described in the County's Notes to Financial Statements.

Note 9 – Risk Management

The County has established various self-insurance funds, in which the Clerk participates. These funds are accounted for as internal service funds in the financial statements of the County. The County is also self-insured under sovereign immunity up to a maximum of \$200,000 per person, \$300,000 per occurrence for claims against the County involving negligence, including automobile and general liability. Negligence claims in excess of the statutory limits set forth in Section 768.28, Florida Statutes, can only be recovered through an act of the State of Florida Legislature. The County carries specific workers' compensation excess insurance for claims exceeding \$500,000. During the fiscal year ended September 30, 2012, the Clerk paid \$24,605 to the County for workers compensation coverage.

Reserves have been established for both claims that have been reported but not paid, and for employee medical benefits claims incurred but not reported. Employee medical benefits claims exceeding \$400,000 per covered participant are covered with unlimited excess insurance. During the fiscal year ended September 30, 2012, the Clerk paid \$1,207,530 to the County for medical coverage.

SARASOTA COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
NOTES TO FINANCIAL STATEMENTS
September 30, 2012

Note 10 – Litigation

From time to time, the office of the Clerk is involved as a defendant in certain claims, litigation, and various legal proceedings incidental to the ordinary course of its operation. The County is required to fund any claim payments arising from such actions, therefore, this would not materially affect the operations of the Clerk. At September 30, 2012, there is no pending or, to the knowledge of the County, any threatened litigation against the Clerk.

Other Financial Information

**SARASOTA COUNTY, FLORIDA
 CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
 COMBINING STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES –
 ALL AGENCY FUNDS
 September 30, 2012**

	<u>Fines and Forfeitures Fund</u>	<u>Tax Deeds Application Trust Fund</u>	<u>Support Fund</u>	<u>Clerk's Fees Fund</u>	<u>Doc Stamps/ Intangible Tax Fund</u>
Assets					
Cash and investments	\$ 1,140,496	\$ 1,930,737	\$ 1,090	\$ 4,234,787	\$ 1,560,889
Due from other county governments	-	-	-	16,090	-
Due from other governments	-	-	-	79,849	-
Other receivables	-	-	-	-	-
Total assets	<u>\$ 1,140,496</u>	<u>\$ 1,930,737</u>	<u>\$ 1,090</u>	<u>\$ 4,330,726</u>	<u>\$ 1,560,889</u>
Liabilities					
Accounts payable	\$ 13,032	\$ -	\$ -	\$ -	\$ -
Interest payable	-	-	-	-	-
Due to other county governments	259,439	-	-	79,691	-
Due to other governments	821,971	-	-	54,881	1,553,151
Due to other funds	-	-	-	-	7,738
Due to individuals	-	-	-	-	-
Deposits	46,054	1,930,737	1,090	4,196,154	-
Total liabilities	<u>\$ 1,140,496</u>	<u>\$ 1,930,737</u>	<u>\$ 1,090</u>	<u>\$ 4,330,726</u>	<u>\$ 1,560,889</u>

SARASOTA COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
COMBINING STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES –
ALL AGENCY FUNDS - CONTINUED
September 30, 2012

	<u>Court Registry Fund</u>	<u>D.O.T. Registry Fund</u>	<u>Municipalities Registry Fund</u>	<u>Restitution Fund</u>	<u>Cash Bonds Fund</u>
Assets					
Cash and investments	\$ 3,923,112	\$ 549	\$ 106,088	\$ -	\$ 1,054,002
Due from other county governments	-	-	-	-	-
Due from other governments	-	-	-	-	-
Other receivables	-	-	-	1,018	120
Total assets	<u>\$ 3,923,112</u>	<u>\$ 549</u>	<u>\$ 106,088</u>	<u>\$ 1,018</u>	<u>\$ 1,054,122</u>
Liabilities					
Accounts payable	\$ -	\$ -	\$ -	\$ -	\$ 100
Interest payable	27,615	-	-	-	-
Due to other county governments	-	-	263	-	-
Due to other governments	-	7	-	-	-
Due to other funds	-	-	-	737	-
Due to individuals	-	-	-	-	-
Deposits	3,895,497	542	105,825	281	1,054,022
Total liabilities	<u>\$ 3,923,112</u>	<u>\$ 549</u>	<u>\$ 106,088</u>	<u>\$ 1,018</u>	<u>\$ 1,054,122</u>

SARASOTA COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
COMBINING STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES –
ALL AGENCY FUNDS - CONTINUED
September 30, 2012

	<u>State Fines Fees Differential</u>	<u>Unclaimed Funds</u>	<u>County Court Trust Fund</u>	<u>Circuit Court Trust Fund</u>	<u>State Jury Witness Fund</u>
Assets					
Cash and investments	\$ 195,074	\$ 126,374	\$ 144,505	\$ 885,263	\$ 13,321
Due from other county governments	-	-	-	-	-
Due from other governments	-	-	-	-	1,000
Other receivables	-	200	-	-	-
Total assets	<u>\$ 195,074</u>	<u>\$ 126,574</u>	<u>\$ 144,505</u>	<u>\$ 885,263</u>	<u>\$ 14,321</u>
Liabilities					
Accounts payable	\$ -	\$ 70	\$ -	\$ -	\$ -
Interest payable	-	-	-	-	-
Due to other county governments	-	-	-	-	-
Due to other governments	195,074	-	-	-	-
Due to other funds	-	-	-	-	-
Due to individuals	-	126,504	-	-	-
Deposits	-	-	144,505	885,263	14,321
Total liabilities	<u>\$ 195,074</u>	<u>\$ 126,574</u>	<u>\$ 144,505</u>	<u>\$ 885,263</u>	<u>\$ 14,321</u>

**SARASOTA COUNTY, FLORIDA
 CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
 COMBINING STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES –
 ALL AGENCY FUNDS - CONTINUED
 September 30, 2012**

	<u>State Courts Revenue Fund</u>	<u>Total Agency Funds</u>
Assets		
Cash and investments	\$ 389,378	\$ 15,705,665
Due from other county governments	-	16,090
Due from other governments	-	80,849
Other receivables	-	1,338
	<u> </u>	<u> </u>
Total assets	<u>\$ 389,378</u>	<u>\$ 15,803,942</u>
 Liabilities		
Accounts payable	\$ -	\$ 13,202
Interest payable	-	27,615
Due to other county governments	-	339,393
Due to other governments	389,378	3,014,462
Due to other funds	-	8,475
Due to individuals	-	126,504
Deposits	-	12,274,291
	<u> </u>	<u> </u>
Total liabilities	<u>\$ 389,378</u>	<u>\$ 15,803,942</u>

SARASOTA COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES –
ALL AGENCY FUNDS
For the Year Ended September 30, 2012

	<u>Balance October 1, 2011</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance September 30, 2012</u>
Fines and Forfeitures Fund				
Assets:				
Cash and investments	\$ 1,192,484	\$ 13,468,603	\$ 13,520,591	\$ 1,140,496
Total assets	<u>\$ 1,192,484</u>	<u>\$ 13,468,603</u>	<u>\$ 13,520,591</u>	<u>\$ 1,140,496</u>
Liabilities:				
Accounts payable	\$ 14,128	\$ 324,622	\$ 325,718	\$ 13,032
Due to other county governments	295,586	3,908,271	3,944,418	259,439
Due to other governments	840,391	9,174,103	9,192,523	821,971
Deposits	42,379	61,607	57,932	46,054
Total liabilities	<u>\$ 1,192,484</u>	<u>\$ 13,468,603</u>	<u>\$ 13,520,591</u>	<u>\$ 1,140,496</u>
Tax Deed Application Trust Fund				
Assets:				
Cash and investments	\$ 303,214	\$ 2,745,850	\$ 1,118,327	\$ 1,930,737
Total assets	<u>\$ 303,214</u>	<u>\$ 2,745,850</u>	<u>\$ 1,118,327</u>	<u>\$ 1,930,737</u>
Liabilities:				
Accounts payable	\$ 18	\$ -	\$ 18	\$ -
Deposits	303,196	2,745,849	1,118,308	1,930,737
Total liabilities	<u>\$ 303,214</u>	<u>\$ 2,745,849</u>	<u>\$ 1,118,326</u>	<u>\$ 1,930,737</u>
Support Fund				
Assets:				
Cash and investments	\$ 16,799	\$ 201,969	\$ 217,678	\$ 1,090
Total assets	<u>\$ 16,799</u>	<u>\$ 201,969</u>	<u>\$ 217,678</u>	<u>\$ 1,090</u>
Liabilities:				
Deposits	\$ 16,799	\$ 201,969	\$ 217,678	\$ 1,090
Total liabilities	<u>\$ 16,799</u>	<u>\$ 201,969</u>	<u>\$ 217,678</u>	<u>\$ 1,090</u>
Clerk's Fees Fund				
Assets:				
Cash and investments	\$ 2,712,689	\$ 560,772,089	\$ 559,249,991	\$ 4,234,787
Due from other county governments	2,057	16,090	2,057	16,090
Due from other governments	80,858	104,984	105,993	79,849
Total assets	<u>\$ 2,795,604</u>	<u>\$ 560,893,163</u>	<u>\$ 559,358,041</u>	<u>\$ 4,330,726</u>
Liabilities:				
Accounts payable	\$ 14,819	\$ 520,379,395	\$ 520,394,214	\$ -
Due to other county governments	59,654	941,761	921,724	79,691
Due to other governments	66,673	1,498,060	1,509,852	54,881
Deposits	2,654,458	38,073,947	36,532,251	4,196,154
Total liabilities	<u>\$ 2,795,604</u>	<u>\$ 560,893,163</u>	<u>\$ 559,358,041</u>	<u>\$ 4,330,726</u>

SARASOTA COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES –
ALL AGENCY FUNDS - CONTINUED
For the Year Ended September 30, 2012

	Balance October 1, 2011	Additions	Deductions	Balance September 30, 2012
State Tax - Doc Stamps/Intangible Tax Fund				
Assets:				
Cash and investments	\$ 1,108,890	\$ 42,718,210	\$ 42,266,211	\$ 1,560,889
Total assets	<u>\$ 1,108,890</u>	<u>\$ 42,718,210</u>	<u>\$ 42,266,211</u>	<u>\$ 1,560,889</u>
Liabilities:				
Due to other governments	\$ 1,094,673	\$ 42,710,472	\$ 42,251,994	\$ 1,553,151
Due to other funds	-	7,738	-	7,738
Deposits	14,217	-	14,217	-
Total liabilities	<u>\$ 1,108,890</u>	<u>\$ 42,718,210</u>	<u>\$ 42,266,211</u>	<u>\$ 1,560,889</u>
Court Registry Fund				
Assets:				
Cash and investments	\$ 3,859,214	\$ 36,806,860	\$ 36,742,962	\$ 3,923,112
Due from other governmental agencies	4,052	43,499	47,551	-
Total assets	<u>\$ 3,863,266</u>	<u>\$ 36,850,359</u>	<u>\$ 36,790,513</u>	<u>\$ 3,923,112</u>
Liabilities:				
Accounts payable	\$ 600	\$ -	\$ 600	\$ -
Interest payable	318,900	7,946	299,231	27,615
Deposits	3,543,766	36,842,413	36,490,682	3,895,497
Total liabilities	<u>\$ 3,863,266</u>	<u>\$ 36,850,359</u>	<u>\$ 36,790,513</u>	<u>\$ 3,923,112</u>
D.O.T. Registry Fund				
Assets:				
Cash and investments	\$ 448	\$ 101	\$ -	\$ 549
Total assets	<u>\$ 448</u>	<u>\$ 101</u>	<u>\$ -</u>	<u>\$ 549</u>
Liabilities:				
Due to other governments	\$ 6	\$ 1	\$ -	\$ 7
Deposits	442	100	-	542
Total liabilities	<u>\$ 448</u>	<u>\$ 101</u>	<u>\$ -</u>	<u>\$ 549</u>
Municipalities Registry Fund				
Assets:				
Cash and investments	\$ 156,662	\$ 903,371	\$ 953,945	\$ 106,088
Total assets	<u>\$ 156,662</u>	<u>\$ 903,371</u>	<u>\$ 953,945</u>	<u>\$ 106,088</u>
Liabilities:				
Due to other county governments	\$ 3,517	\$ 263	\$ 3,517	\$ 263
Deposits	153,145	903,108	950,428	105,825
Total liabilities	<u>\$ 156,662</u>	<u>\$ 903,371</u>	<u>\$ 953,945</u>	<u>\$ 106,088</u>

SARASOTA COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES –
ALL AGENCY FUNDS - CONTINUED
For the Year Ended September 30, 2012

	Balance October 1, 2011	Additions	Deductions	Balance September 30, 2012
Restitution Fund				
Assets:				
Cash and investments	\$ 954	\$ 60,198	\$ 61,152	\$ -
Other receivables	943	75	-	1,018
Total assets	<u>\$ 1,897</u>	<u>\$ 60,273</u>	<u>\$ 61,152</u>	<u>\$ 1,018</u>
Liabilities:				
Due to other funds	\$ -	\$ 737	\$ -	\$ 737
Deposits	1,897	59,536	61,152	281
Total liabilities	<u>\$ 1,897</u>	<u>\$ 60,273</u>	<u>\$ 61,152</u>	<u>\$ 1,018</u>
Cash Bonds Fund				
Assets:				
Cash and investments	\$ 857,977	\$ 1,226,934	\$ 1,030,909	\$ 1,054,002
Other receivables	120	-	-	120
Total assets	<u>\$ 858,097</u>	<u>\$ 1,226,934</u>	<u>\$ 1,030,909</u>	<u>\$ 1,054,122</u>
Liabilities:				
Accounts payable	\$ 100	\$ -	\$ -	\$ 100
Deposits	857,997	1,226,934	1,030,909	1,054,022
Total liabilities	<u>\$ 858,097</u>	<u>\$ 1,226,934</u>	<u>\$ 1,030,909</u>	<u>\$ 1,054,122</u>
State Fines Differential Fund				
Assets:				
Cash and investments	\$ 216,401	\$ 2,584,729	\$ 2,606,056	\$ 195,074
Total assets	<u>\$ 216,401</u>	<u>\$ 2,584,729</u>	<u>\$ 2,606,056</u>	<u>\$ 195,074</u>
Liabilities:				
Due to other governments	\$ 216,401	\$ 2,584,729	\$ 2,606,056	\$ 195,074
Total liabilities	<u>\$ 216,401</u>	<u>\$ 2,584,729</u>	<u>\$ 2,606,056</u>	<u>\$ 195,074</u>
Unclaimed Funds				
Assets:				
Cash and investments	\$ 86,879	\$ 95,847	\$ 56,352	\$ 126,374
Other receivables	-	200	-	200
Total assets	<u>\$ 86,879</u>	<u>\$ 96,047</u>	<u>\$ 56,352</u>	<u>\$ 126,574</u>
Liabilities:				
Accounts payable	\$ -	\$ 11,929	\$ 11,859	\$ 70
Due to individuals	86,879	84,118	44,493	126,504
Total liabilities	<u>\$ 86,879</u>	<u>\$ 96,047</u>	<u>\$ 56,352</u>	<u>\$ 126,574</u>

SARASOTA COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES –
ALL AGENCY FUNDS - CONTINUED
For the Year Ended September 30, 2012

	<u>Balance October 1, 2011</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance September 30, 2012</u>
County Court Trust Fund				
Assets:				
Cash and investments	\$ 137,826	\$ 22,479	\$ 15,800	\$ 144,505
Total assets	<u>\$ 137,826</u>	<u>\$ 22,479</u>	<u>\$ 15,800</u>	<u>\$ 144,505</u>
Liabilities:				
Deposits	\$ 137,826	\$ 22,479	\$ 15,800	\$ 144,505
Total liabilities	<u>\$ 137,826</u>	<u>\$ 22,479</u>	<u>\$ 15,800</u>	<u>\$ 144,505</u>
Circuit Court Trust Fund				
Assets:				
Cash and investments	\$ 888,176	\$ 502,426	\$ 505,339	\$ 885,263
Due from other county governments	1,597	-	1,597	-
Total assets	<u>\$ 889,773</u>	<u>\$ 502,426</u>	<u>\$ 506,936</u>	<u>\$ 885,263</u>
Liabilities:				
Accounts payable	\$ -	\$ 1,522	\$ 1,522	\$ -
Deposits	889,773	500,904	505,414	885,263
Total liabilities	<u>\$ 889,773</u>	<u>\$ 502,426</u>	<u>\$ 506,936</u>	<u>\$ 885,263</u>
State Jury Witness Fund				
Assets:				
Cash and investments	\$ 11,497	\$ 23,476	\$ 21,652	\$ 13,321
Due from other governments	-	1,000	-	1,000
Total assets	<u>\$ 11,497</u>	<u>\$ 24,476</u>	<u>\$ 21,652</u>	<u>\$ 14,321</u>
Liabilities:				
Deposits	\$ 11,497	\$ 24,476	\$ 21,652	\$ 14,321
Total liabilities	<u>\$ 11,497</u>	<u>\$ 24,476</u>	<u>\$ 21,652</u>	<u>\$ 14,321</u>
State Courts Revenue Fund				
Assets:				
Cash and investments	\$ 330,571	\$ 5,056,508	\$ 4,997,701	\$ 389,378
Total assets	<u>\$ 330,571</u>	<u>\$ 5,056,508</u>	<u>\$ 4,997,701</u>	<u>\$ 389,378</u>
Liabilities:				
Due to other governments	\$ 330,571	\$ 5,056,508	\$ 4,997,701	\$ 389,378
Total liabilities	<u>\$ 330,571</u>	<u>\$ 5,056,508</u>	<u>\$ 4,997,701</u>	<u>\$ 389,378</u>

**SARASOTA COUNTY, FLORIDA
 CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER
 COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES –
 ALL AGENCY FUNDS - CONTINUED
 For the Year Ended September 30, 2012**

	<u>Balance October 1, 2011</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance September 30, 2012</u>
Total All Agency Funds				
Assets:				
Cash and investments	\$ 11,880,681	\$ 667,189,650	\$ 663,364,666	\$ 15,705,665
Due from other county governments	3,654	16,090	3,654	16,090
Due from other governments	84,910	149,483	153,544	80,849
Other receivables	1,063	275	-	1,338
Total assets	<u>\$ 11,970,308</u>	<u>\$ 667,355,498</u>	<u>\$ 663,521,864</u>	<u>\$ 15,803,942</u>
Liabilities:				
Accounts payable	\$ 29,665	\$ 520,717,468	\$ 520,733,931	\$ 13,202
Interest payable	318,900	7,946	299,231	27,615
Due to other county governments	358,757	4,850,295	4,869,659	339,393
Due to other governments	2,548,715	61,023,873	60,558,126	3,014,462
Due to other funds	-	8,475	-	8,475
Due to individuals	86,879	84,118	44,493	126,504
Deposits	8,627,392	80,663,323	77,016,424	12,274,291
Total liabilities	<u>\$ 11,970,308</u>	<u>\$ 667,355,498</u>	<u>\$ 663,521,864</u>	<u>\$ 15,803,942</u>

Supplementary Independent Auditors' Reports

Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards

To the Honorable Karen E. Rushing
Clerk of the Circuit Court and County Comptroller
Sarasota County, Florida

We have audited the financial statements of each major fund and the aggregate remaining fund information of Sarasota County, Florida, Clerk of the Circuit Court and County Comptroller (the "Clerk") as of and for the year ended September 30, 2012, and have issued our report thereon dated December 18, 2012. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Clerk's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Clerk's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Clerk's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses as defined above.

To the Honorable Karen E. Rushing
Clerk of the Circuit Court and County Comptroller
Sarasota County, Florida


Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Clerk's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of the Clerk, management, the Board of County Commissioners of Sarasota County, Florida, and the Auditor General of the State of Florida, and is not intended to be and should not be used by anyone other than these specified parties.



Shinn & Company LLC
Bradenton, Florida



CliftonLarsonAllen LLP
Tampa, Florida

December 18, 2012

Management Letter

To the Honorable Karen E. Rushing
Clerk of the Circuit Court and County Comptroller
Sarasota County, Florida

We have audited the financial statements of the Clerk of the Circuit Court and County Comptroller, Sarasota County, Florida (the "Clerk"), as of and for the fiscal year ended September 30, 2012, and have issued our report thereon dated December 18, 2012.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. We have issued our Report on Internal Control over Financial Reporting and Compliance and Other Matters. Disclosures in that report, dated December 18, 2012, should be considered in conjunction with this management letter.

Additionally, our audit was conducted in accordance with the Chapter 10.550, Rules of the Auditor General, which govern the conduct of local governmental entity audits performed in the State of Florida. This letter includes the following information, which is not included in the aforementioned auditor's reports:

- Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no such findings reported in the preceding annual financial audit report.
- Section 10.554(1)(i)2., Rules of the Auditor General, requires our audit to include a review of the provisions of Section 218.415, Florida Statutes, regarding the investment of public funds. In connection with our audit, we determined that the Clerk complied with Section 218.415, Florida Statutes.
- Section 10.554(1)(i)3., Rules of the Auditor General, requires that we address in the management letter any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.
- Section 10.554(1)(i)4., Rules of the Auditor General, requires that we address violations of provisions of contracts or grant agreements, fraud, illegal acts, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but more than inconsequential. In connection with our audit, we did not have any such findings.

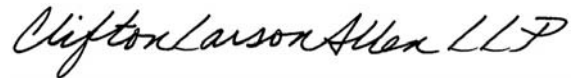
To the Honorable Karen E. Rushing
Clerk of the Circuit Court and County Comptroller
Sarasota County, Florida

- Section 10.554(1)(i)5., Rules of the Auditor General, provides that the auditor may, based on professional judgment, report the following matters that have an inconsequential effect on financial statements, considering both quantitative and qualitative factors: (1) violations of provisions of contracts or grant agreements, fraud, illegal acts, or abuse, and (2) deficiencies in internal control that are not significant deficiencies. In connection with our audit, we did not have any such findings.
- Section 10.554(1)(i)6., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. This information has been included in the notes to the financial statements.
- Section 10.554(1)(i)8., Rules of the Auditor General, requires a statement as to whether or not the Clerk of the Courts complied with the requirements of Sections 28.35 and 28.36, Florida Statutes. In connection with our audit, we determined that the Clerk complied with such requirements.

Pursuant to Chapter 119, Florida Statutes, this management letter is a public record and its distribution is not limited. Auditing standards generally accepted in the United States of America requires us to indicate that this letter is intended solely for the information and use of the Clerk, management, the Board of County Commissioners of Sarasota County, Florida, and the Florida Auditor General, and is not intended to be and should not be used by anyone other than these specified parties.



Shinn & Company LLC
Bradenton, Florida



CliftonLarsonAllen LLP
Tampa, Florida

December 18, 2012