

# CLERK OF THE CIRCUIT & COUNTY COURT

Alachua County Courthouse  
201 East University Ave  
Gainesville, Florida 32601

J. K. "Jess" Irby, Esq. – Clerk


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## MEMORANDUM

May 1, 2024

To: Alachua County Board of County Commissioners

CC: Tommy Crosby, Assistant County Manager  
Budget & Fiscal Services

From: J. K. "Jess" Irby, Esq. - Clerk   
Clerk of the Circuit Court

Re: FY 2025 Budget

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Pursuant to statute, I hereby submit my FY 2025 budget request for the Clerk's Finance and Accounting Office and the Chapter 29 requirements. As directed by the Office of Management & Budget (OMB), I have adjusted the budget request for Personal Services to include the following adjustments:

- 1) 6% COLA pay adjustment.
- 2) 4% increase for health insurance, plus the cost to change employee/employer premium splits.
- 3) Updated FRS rates.

I am not requesting any increases in the operating budget.

**Clerk Finance and Accounting (F&A):** Presented below is F&A's budget request for FY2025, including the new costs discussed above.

Personal Services	\$3,513,140
Operating	\$199,979
<u>Capital Outlay</u>	<u>\$0</u>
Total	\$3,713,119

Note: F&A's budget request can be reduced by \$22,000 if the county does not approve the change in employee/employer health insurance premium splits and only approves a rate increase of 4% to the employer's contribution.

**Chapter 29 requirements:** Article V related funding is mandated. The budget request includes the Personal Services adjustments provided by OMB, which are as follows:

- 1) 6% COLA pay adjustment.
- 2) 4% increase for health insurance, plus the cost to change employee/employer premium splits.
- 3) Updated FRS rates.

The operating budget is a continuation budget with no requested changes.

Personal Services	\$174,343
<u>Operating</u>	<u>\$278,566</u>
Total	\$452,909

Note: the CH 29 budget request can be reduced by \$1,230 if the county does not approve the change in employee/employer health insurance premium splits and only approves a rate increase of 4% to the employer's contribution.

**Clerk of the Circuit Court:** Request the Clerk's Office retain excess fees from Official Records to help offset the health insurance increase to the Clerk's Court related budget and Official Records budget.

Please note that Florida Statutes set the Clerk's service charges.

If you need any additional information, please contact Todd Hutchison at 374-3605.