

# Champaign County Board

May 14, 2013



Office of the Champaign County Circuit Clerk  
Katie M. Blakeman



## Primary Duties and Services

Keeper of all  
Circuit Court  
records

Collection and  
disbursement of all  
court related fees  
and fines

Statistical  
reporting to state  
agencies

Passport Services

Jury Summons

Drainage District  
Elections



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# Circuit Clerk Office Statistics



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## Maintenance of Court Records

Average of 44,000 cases annually

24 different case types

Records kept since the 1830's

Preservation date determined by State

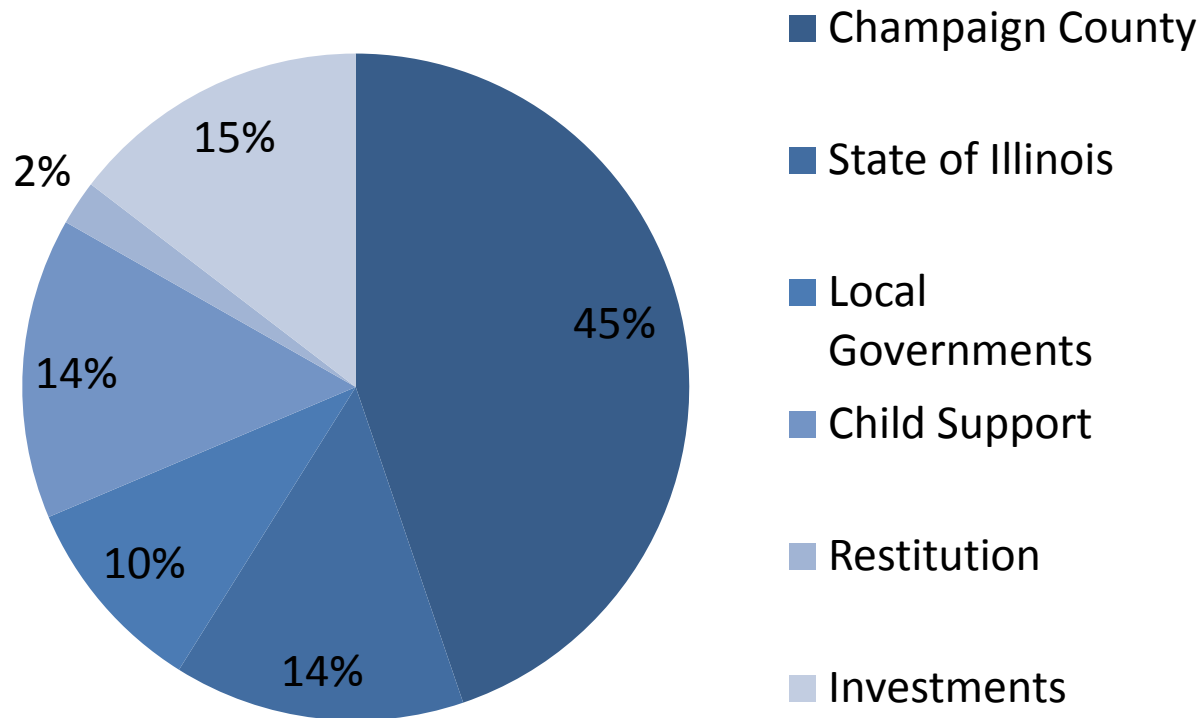
Most cases converted to microfilm before destruction

Majority of case information is available to the public



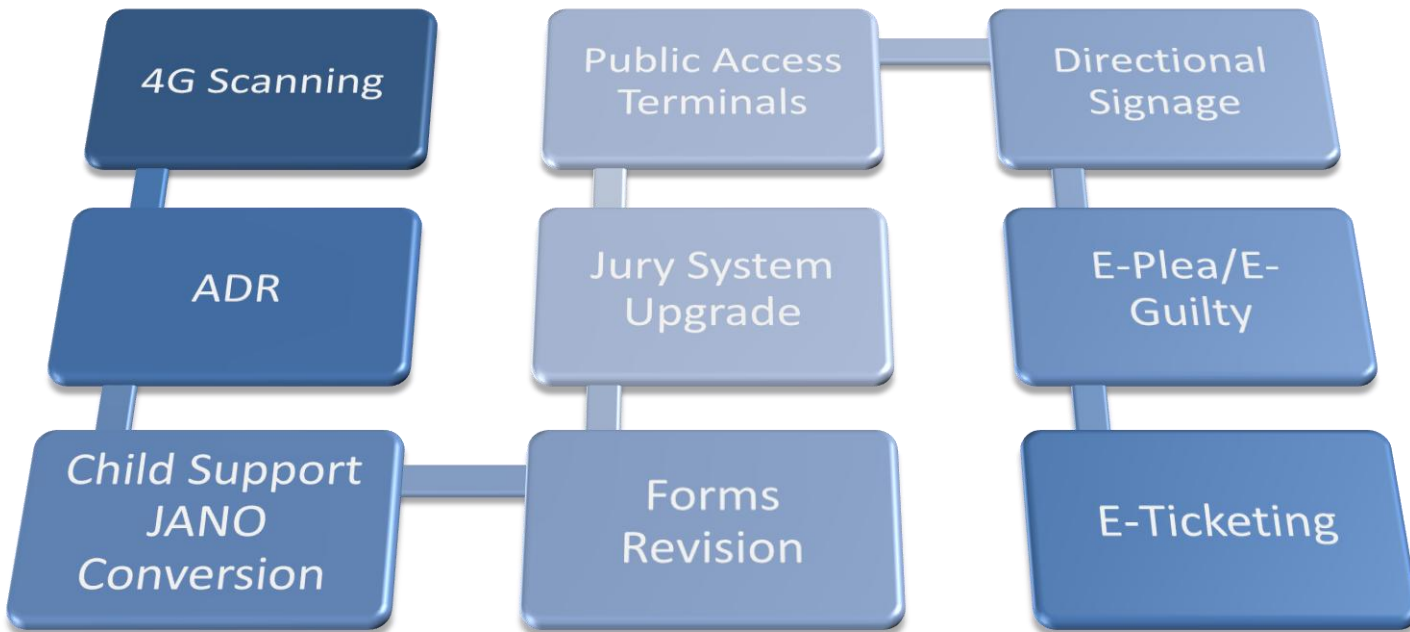
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# Revenue by Distribution



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# Current Projects



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## 4G Scanning

<b>Total Document Types</b>	<b>46</b>
<b>Total # of Documents</b>	<b>3,788</b>
<b>Total # of Pages Saved</b>	<b>6,494</b>
<b>Total Reams of Paper Saved</b>	<b>13</b>
<b>Total # of Hours Saved</b>	<b>126</b>
<b>Total Cost Savings</b>	<b>\$2,338</b>
<b>Projected Annual Savings</b>	<b>\$12,251</b>



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## Court Automation Fund

<b>Current Fee Level</b>	\$10
<b>Minimum/Maximum</b>	\$5/\$15
<b>Case Types</b>	Civil + CF, TR, CM, OV, Conservation
<b>Authority Set By</b>	Statute, County Board
<b>Purpose</b>	To defray the cost of automated record keeping systems
<b>Annual Expenditures</b>	\$356,533
<b>Annual Revenue</b>	\$242,600
<b>Current Fund Balance</b>	\$24,106



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## Document Storage Fund

<b>Current Fee Level</b>	\$5
<b>Minimum/Maximum</b>	\$5/\$15
<b>Case Types</b>	Civil + CF, TR, CM, OV, Conservation
<b>Authority Set By</b>	Statute, County Board
<b>Purpose</b>	To defray the cost of establishing and maintaining a document storage system; converting to microfilm
<b>Annual Expenditures</b>	\$228,375
<b>Annual Revenue</b>	\$126,525
<b>Current Fund Balance</b>	\$247,963



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## Child Support Service Fund

<b>Current Fee Level</b>	\$36
<b>Case Types</b>	Child Support
<b>Authority Set By</b>	Statute, County Board
<b>Purpose</b>	For maintaining child support records and the processing of support orders
<b>Annual Expenditures</b>	\$104,973
<b>Annual Revenue</b>	\$650
<b>Current Fund Balance</b>	\$411,355



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## Electronic Citation Fund

<b>Current Fee Level</b>	\$5
<b>Case Types</b>	Traffic, CM, OV, Conservation
<b>Authority Set By</b>	Statute
<b>Purpose</b>	To defray the cost of establishing and maintaining electronic citations
<b>Annual Expenditures</b>	\$0
<b>Annual Revenue</b>	\$20,000
<b>Current Fund Balance</b>	\$41,259



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## Operation and Administrative Fund

<b>Current Fee Level</b>	N/A
<b>Case Types</b>	Various (Often % of State Fees)
<b>Authority Set By</b>	Statute
<b>Purpose</b>	For expenses related to the cost of collection for and disbursement to entities of State and local government
<b>Annual Expenditures</b>	\$120,000
<b>Annual Revenue</b>	\$155,125
<b>Current Fund Balance</b>	\$189,013



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