

CLERK OF COURT

Each county of South Carolina has a popularly elected Clerk of Court who serves a four-year term. The Clerk of Court serves both the Circuit and Family Court as they operate in each county. The Clerk of Court is charged with docket management; receiving fees, fines, and cost; maintaining all court records; and handling reporting requirements. In the Circuit Court, their duties encompass both civil and criminal areas: receiving criminal trial lists; handling jury-related matters; and performing courtroom duties. In the Family Courts, the clerks of court are responsible for receiving and disbursing support payments paid through the Clerk of Court; and issuing Rules to Show Cause to bring non-paying obligors before the Family Court.

All funding of Clerk of Court staff, office space, and equipment is a county responsibility, with the exception of a limited state salary and support personnel supplement.

DEPT NUMBER: 1-9250	CLERK OF COURT					
FUNDING SOURCE(S)	FY 2004/05 ACTUAL	FY 2005/06 ACTUAL	FY 2006/07 ACTUAL	FY 2007/08 BUDGET	FY 2008/09 BUDGET	INC/DEC FY 09 - 08
General Fund	1,921,986	1,939,618	2,064,436	2,292,260	2,521,919	229,659
EXPENDITURES						
Personnel Services Expenditures	1,548,512	1,625,037	1,720,900	1,889,660	2,082,739	193,079
Operating Expenditures	359,839	291,130	305,745	383,100	404,100	21,000
Capital Outlay	13,635	23,451	37,791	19,500	35,080	15,580
Other Expenditures	0	0	0	0	0	0
EXPENDITURE TOTAL	\$1,921,986	\$1,939,618	\$2,064,436	\$2,292,260	\$2,521,919	\$229,659
AUTHORIZED PERSONNEL	52	53	53	53	59	6

FY 2008/09 Budget Highlights & Initiatives

- A new Criminal Docket Division will be established in FY 2008/09 in the Office of the Clerk of Court as a result of reorganization efforts. Total costs for four (4) new positions including a Senior Administrative Assistant, Administrative Assistant, Deputy Clerk and Senior Court Clerk, related operating expenses and renovation costs are approximately \$186,000.

Ongoing Initiatives

- Provide civil and criminal internet records.
- Implement the statewide court case management computer system for the Circuit and Summary Courts. This system will allow information to be shared electronically between various courts and police agencies. The county will be responsible for annual support costs to cover call center support, enhancements, and legislative changes for process statutes as well as fines and fees.