



Office of Circuit and District Courts

Randolph County, Alabama

September 1, 2021 through March 31, 2025

Filed: August 8, 2025

ALABAMA DEPARTMENT OF
EXAMINERS of Public Accounts

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Honorable Rachel Laurie Riddle
Chief Examiner of Public Accounts
Montgomery, Alabama 36130

Dear Madam:

An examination was conducted on the Office of Circuit and District Courts, Randolph County, Alabama, for the period September 1, 2021 through March 31, 2025. Under the authority of the ***Code of Alabama 1975***, Section 41-5A-19, I hereby swear to and submit this report to you on the results of the examination.

Respectfully submitted,

JaCorey Carter
Examiner of Public Accounts

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Department of
Examiners of Public Accounts

EXAMINER'S SUMMARY

**Office of Circuit and District Courts
Randolph County, Alabama
September 1, 2021 through March 31, 2025**

PURPOSE AND SCOPE OF THE EXAMINATION

This report presents the results of an examination of the Office of Circuit and District Courts (hereinafter referred to as the "Courts") and a review of the Courts' compliance with applicable laws and regulations of the State of Alabama in accordance with the requirements of the Department of Examiners of Public Accounts under the authority of the *Code of Alabama 1975*, Section 41-5A-12.

The Agency Overview contained in this report provides information on the Courts' operating authority. The Courts' financial information for the examination period is contained in Exhibits 1 through 4. Honorable Chris May served as Circuit and District Court Clerk during the examination period.

RESULTS OF THE EXAMINATION

Tests performed during the examination did not disclose any significant instances of noncompliance with applicable state and local laws and regulations.

EXIT CONFERENCE

The Official was invited to and attended an exit conference to discuss the results of the report. Representing the Department of Examiners of Public Accounts were BriAnna Upchurch, Audit Manager and JaCorey Carter, Examiner.



Department of **Examiners of Public Accounts**

AGENCY OVERVIEW

Office of Circuit and District Courts Randolph County, Alabama September 1, 2021 through March 31, 2025

The Office of Circuit and District Courts, Randolph County, Alabama, (hereinafter referred to as the “Courts”) receipts, disburses, and otherwise accounts for court costs, fines, forfeitures, fiduciary funds and other miscellaneous receipts for cases under the Courts’ jurisdiction. The amounts collected are then distributed to various state and local entities as ordered by the Courts and in accordance with state and local laws and regulations. The Circuit Clerk, an elected official, is responsible for overseeing the operations of the Circuit and District Courts. The duties of the Circuit Clerk and District Court Clerk are enumerated in the ***Code of Alabama 1975***, Sections 12-17-93 and 12-17-94. The Circuit Clerk also serves as clerk for the District Court pursuant to the ***Code of Alabama 1975***, Section 12-17-160.

The Circuit and District Court Clerk maintains a special fund known as the Circuit Clerk’s Fund that was created pursuant to the ***Code of Alabama 1975***, Section 12-17-225.4. The Circuit and District Court Clerk receives twenty-five percent (25%) of a thirty percent (30%) collection fee for any delinquent court ordered payments that are 90 days old and have been collected by the District Attorney. This twenty-five percent of the collection fee is deposited in the Circuit Clerk’s Fund and is used for general office operations.

The Circuit and District Court Clerk maintains a special fund known as the Circuit Clerk’s Judicial Administration Fund that was created pursuant to the ***Code of Alabama 1975***, Sections 12-19-310 and 12-19-311. The Circuit and District Court Clerk receives portions of the docket fee and bail bond fee increase provided for by these statutes. This fund is to be used for the support of local court operations and to promote efficient administration of justice.

Financial Information

Summary of Receipts, Disbursements and Balances
September 1, 2021 through March 31, 2025

	Civil Division	Criminal Division	Total
Beginning Cash Balances - September 1, 2021	\$ 38,365.59	\$ 25,051.63	\$ 63,417.22
Receipts	4,318,807.36	2,978,407.99	7,297,215.35
Total Available for Disbursement	4,357,172.95	3,003,459.62	7,360,632.57
Disbursements	4,250,520.30	2,933,040.73	7,183,561.03
Ending Cash Balances - March 31, 2025	\$ 106,652.65	\$ 70,418.89	\$ 177,071.54

Fiduciary Funds on Hand
March 31, 2025

Civil Division	<u>\$ 586,251.22</u>
Total	<u><u>\$ 586,251.22</u></u>

Circuit Clerk's Fund
Summary of Receipts, Disbursements and Balance
September 1, 2021 through March 31, 2025

Receipts

Restitution Recovery Fees	\$	50,374.79
Solicitor's Fees		28,588.12
Bail Bond Fees		128.43
Copy Fees		4,016.07
Sex Offender Registration (SORNA) Fees		133.84
Pre-Trial Diversion Fees		675.00
Total Receipts		<u>83,916.25</u>

Disbursements

Personnel Salary Expenses		48,670.01
Purchased and/or Professional Services		274.00
Office Equipment, Furniture and Supplies		4,786.28
Professional Dues and Fees		3,750.00
Conference Registrations		3,246.00
Conference Travel Expenses		5,639.15
Training/Meal Expenses		7,143.56
COVID Expenses		82.50
Jury Expenses		287.66
Total Disbursements		<u>73,879.16</u>

Excess of Receipts Over/(Under) Disbursements 10,037.09

Balance - September 1, 2021 28,768.36

Balance - March 31, 2025 \$ 38,805.45

***Circuit Clerk's Judicial Administration Fund
Summary of Receipts, Disbursements and Balance
September 1, 2021 through March 31, 2025***

Receipts

Bail Bond Fees	\$	42,638.47
Docket Fees		46,078.42
Municipal Docket Fees		4,378.03
Interest Earned		900.28
Total Receipts		<u>93,995.20</u>

Disbursements

Personnel Salary Expenses		112,977.97
Office Equipment, Furniture and Supplies		28.92
Total Disbursements		<u>113,006.89</u>

Excess of Receipts Over/(Under) Disbursements (19,011.69)

Balance - September 1, 2021 140,811.60

Balance - March 31, 2025 \$ 121,799.91