

Report on the

Office of Treasurer

Jefferson County, Alabama

October 1, 2011 through September 30, 2013

Filed: February 13, 2015



Department of Examiners of Public Accounts

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Ronald L. Jones, Chief Examiner



Ronald L. Jones
Chief Examiner

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Honorable Ronald L. Jones
Chief Examiner of Public Accounts
Montgomery, Alabama 36130

Dear Sir:

Under the authority of the *Code of Alabama 1975*, Section 41-5-21, I submit this report on the results of the examination of the Office of Treasurer, Jefferson County, Alabama, for the period October 1, 2011 through September 30, 2013.

Sworn to and subscribed before me this
the 28 day of January, 2015.

Sandra E. Shirley
Notary Public

Respectfully submitted,

Cathy M. Cook

Cathy M. Cook
Examiner of Public Accounts

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Department of
Examiners of Public Accounts

SUMMARY

**Office of Treasurer
Jefferson County, Alabama
October 1, 2011 through September 30, 2013**

The Office of Treasurer, Jefferson County, Alabama, (hereinafter referred to as the "Treasurer") acts as custodian for the Jefferson County Commission and acts in a trust or fiduciary capacity for the Probate Courts, Sheriff's Fund, Law Libraries, District Attorney's Funds and others in accordance with the *Code of Alabama 1975*, Section 11-4-23. The Treasurer's duties include, but are not limited to, the payment of all claims presented and maintaining an accurate accounting of all receipts and disbursements.

Honorable Jennifer P. Champion served as Treasurer and Honorable Doris H. Britton served as Deputy Treasurer for the period October 1, 2011 through January 14, 2013. Honorable Michael D. Miles began serving as Treasurer and Honorable Sherry E. McClain began serving as Deputy Treasurer on January 15, 2013.

This report presents the results of an examination of the Treasurer and a review of compliance by the Treasurer 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 41-5-14.

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

The following officials were invited to an exit conference to discuss the results of the examination: Jefferson County Treasurer, Honorable Michael D. Miles; former Jefferson County Treasurer, Honorable Jennifer P. Champion; Deputy Treasurer, Honorable Sherry E. McClain, and former Deputy Treasurer, Honorable Doris H. Britton. The following individuals attended the exit conference held at the Office of Treasurer: Honorable Michael D. Miles, Treasurer and Honorable Sherry E. McClain, Deputy Treasurer; and a representative of the Department of Examiners of Public Accounts: Cathy M. Cook, Examiner of Public Accounts. Exit Conferences were held via telephone with Honorable Jennifer P. Champion, former Treasurer and Honorable Doris H. Britton, former Deputy Treasurer.

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Financial Information

Schedule of Cash Balances
September 30, 2013

Fund/Account	Office	Cash in Bank
<u>Operating Funds</u>		
Operating	Birmingham	\$ 2,165,807.47
Operating Money Market Account	Birmingham	11,460,000.00
Treasurer's Reserve Operating	Birmingham	25,029,536.19
Accounts Payable	Birmingham	2,895,227.06
Payroll	Birmingham	552,170.74
Petty Cash	Birmingham	15,579.92
Transfer Fund	Bessemer	52,775.13
Total Operating Funds		<u>42,171,096.51</u>
<u>Enterprise Funds</u>		
Operating	Birmingham	14,995,126.71
Indigent Care Fund	Birmingham	30.35
Total Enterprise Funds		<u>14,995,157.06</u>
<u>Fiduciary Funds</u>		
New Redemption Fund	Birmingham	3,246,591.58
Redemption Fund	Bessemer	2,318,685.03
Redemption Investment Fund (New)	Birmingham	4,531,592.27
MNP Class Settlement Fund	Birmingham	716,973.90
Winston, Et Al v. Jefferson County	Birmingham	5,191.18
Special Witness Fund	Birmingham	1,311,189.13
Total Fiduciary Funds		<u>12,130,223.09</u>
Sub-Total Forward		\$ 69,296,476.66

Fund/Account	Office	Cash in Bank
Sub-Total Brought Forward		\$ 69,296,476.66
Trust Funds		
Tax Assessor's Special Fund	Birmingham	773.21
Assistant Tax Assessor's Special Fund	Bessemer	35.74
Tax Collector's Special Fund	Birmingham	2,349.54
Assistant Tax Collector's Special Fund	Bessemer	9.32
Sheriff's Special Fund	Birmingham	83,601.05
Sheriff's Service Fund	Birmingham	281,004.94
Sheriff's Bail Bonds Fees Fund	Birmingham	16,082.64
District Attorney's Fund	Birmingham	828,391.78
District Attorney's Fund	Bessemer	823,106.22
District Attorney Bail Bond Fees Fund	Birmingham	299,860.02
Worthless Checks Fund	Bessemer	1.00
Barber Commission	Birmingham	12,607.10
General Retirement Fund	Birmingham	82,142.55
Law Library Fund	Bessemer	188,767.96
Law Library Fund	Birmingham	295,227.48
Law Library - Money Market Account	Bessemer	5,841.18
Presiding Circuit Judge's Judicial Administration Fund	Birmingham	367,417.44
Presiding Circuit Judge's Judicial Administration Fund	Bessemer	61,431.78
Legislative Fund	Birmingham	275,405.74
Legislative Delegation Fund	Bessemer	63,957.18
License and Bond Fund	Birmingham	85,483.52
Investment Trust Sweep Account	Birmingham	12,618,447.44
Total Trust Funds		<u>16,391,944.83</u>
Total All Funds		<u>\$ 85,688,421.49</u>

Schedule of Cash Balances
September 30, 2012

Fund/Account	Office	Cash in Bank
<u>Operating Funds</u>		
Operating	Birmingham	\$ 4,019,243.52
Operating - Money Market Account	Birmingham	18,780,000.00
Treasurer's Operating Reserve	Birmingham	25,373,964.19
Treasurer's Reserve Operating Account	Birmingham	25,005,822.20
Accounts Payable	Birmingham	1,193,704.70
Payroll	Birmingham	568,364.21
Petty Cash	Birmingham	17,844.55
Transfer Fund	Bessemer	31,134.44
Total Operating Funds		<u>74,990,077.81</u>
<u>Enterprise Funds</u>		
Cooper Green Hospital Operating Account	Birmingham	51,391.76
Indigent Care Fund	Birmingham	85,033.09
Total Enterprise Funds		<u>136,424.85</u>
<u>Fiduciary Funds</u>		
Redemption Fund	Bessemer	2,654,066.29
Redemption Investment Fund	Birmingham	7,158,923.65
Redemption Investment Fund (New)	Birmingham	5,370,357.64
MNP Class Settlement Fund (New)	Birmingham	716,473.23
Winston, Et Al vs. Jefferson County	Birmingham	44,798.97
Special Witness Fund	Birmingham	2,359.51
Total Fiduciary Funds		<u>15,946,979.29</u>
Sub-Total Forward		\$ 91,073,481.95

Fund/Account	Office	Cash in Bank
Sub-Total Brought Forward		\$ 91,073,481.95
Trust Funds		
Tax Assessor Special Fund	Birmingham	187.94
Assistant Tax Assessor Special Fund	Bessemer	128.61
Tax Collector Special Fund	Birmingham	4,433.83
Assistant Tax Collector Special Fund	Bessemer	9.32
Sheriff's Special Fund	Birmingham	39,728.65
Sheriff's Service Fund	Birmingham	295,583.64
District Attorney Fund	Birmingham	655,952.13
District Attorney Fund	Bessemer	776,502.47
District Attorney Bail Bond Fees Fund	Birmingham	(245.29)
Worthless Check Fund	Bessemer	1.00
Probate Court	Birmingham	524,137.05
Probate Court	Bessemer	538,227.66
Barber Commission	Birmingham	8,455.39
General Retirement Fund	Birmingham	88,365.56
Law Library	Bessemer	166,152.51
Law Library	Birmingham	274,399.88
Law Library - Money Market	Bessemer	5,385.81
Presiding Judge's Judicial Administration Fund	Birmingham	44,669.24
Presiding Judge's Judicial Administration Fund	Bessemer	8,206.33
Legislative Fund	Birmingham	200,468.01
Legislative Delegation Fund	Bessemer	35,906.00
License and Bond Fund	Birmingham	80,783.52
Investment Trust Sweep Account	Birmingham	13,566,383.09
Total Trust Funds		<u>17,313,822.35</u>
Total All Funds		<u>\$ 108,387,304.30</u>

Other Information
For the Years Ended September 30, 2012 and 2013

A. Legal Authority

The Treasurer, Jefferson County, Alabama, operates under the authority of the ***Code of Alabama 1975***, Section 11-4-23. The Treasurer is the custodian of funds for the Jefferson County Commission and acts in a trust or fiduciary capacity for the Probate Courts, Sheriff's Fund, Law Libraries, District Attorney's Funds and others, as shown on the Summary of Cash Balances.

B. Deposits

The Treasurer's deposits at year-end were entirely deposited in Qualified Public Depositories under the Security for Alabama Funds Enhancement Act.