

Report on the

Office of Treasurer

Jefferson County, Alabama

October 1, 2013 through September 30, 2016

Filed: November 3, 2017



Department of Examiners of Public Accounts

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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, 2013 through September 30, 2016.

Sworn to and subscribed before me this
the 18th day of October, 20 17.



Notary Public

Respectfully submitted,


Amanda Hensley
Examiner of Public Accounts

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Department of
Examiners of Public Accounts

SUMMARY

**Office of Treasurer
Jefferson County, Alabama
October 1, 2013 through September 30, 2016**

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 records.

Honorable Michael D. Miles served as Treasurer and Honorable Sherry E. McClain served as Deputy Treasurer during the examination period.

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 significant 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; Deputy Treasurer, Honorable Sherry E. McClain. 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 representatives of the Department of Examiners of Public Accounts: Whitney Atchison, Audit Manager; and Amanda Hensley, Examiner.

Schedule of Cash Balances
September 30, 2016

Fund/Account	Office	Cash in Bank
<u>Operating Funds:</u>		
Operating	Birmingham	\$ 611,389.95
Operating Money Market Account	Birmingham	11,679,234.22
Treasurer's Reserve Operating	Birmingham	3,441,119.51
Treasurer's Reserve Money Market Account	Birmingham	14,295,011.83
Treasurer's Money Market Account	Birmingham	16,057,187.05
Treasurer's Reserve Investment	Birmingham	72,758,625.95
Accounts Payable	Birmingham	(5,781,131.30)
Payroll	Birmingham	344,778.78
Petty Cash	Birmingham	8,141.24
Transfer Fund	Bessemer	8,001.03
Operating Credit/Debit Card Account	Birmingham	5,875.00
Sub-Total Operating Funds		<u>113,428,233.26</u>
<u>Enterprise Funds:</u>		
Operating	Birmingham	15,311,639.02
Indigent Care Fund	Birmingham	20,702,532.66
Sub-Total Enterprise Funds		<u>36,014,171.68</u>
<u>Fiduciary Funds:</u>		
MNP Class Settlement Fund	Birmingham	722,372.10
Special Witness Fund	Birmingham	2,527,901.55
Bessemer Redemption Fund	Bessemer	3,231,876.34
Birmingham Redemption Fund	Birmingham	13,441,929.20
Winston Settlement Account	Birmingham	1,034,882.47
Sub-Total Fiduciary Funds		<u>\$ 20,958,961.66</u>

Fund/Account	Office	Cash in Bank
<u>Trust Funds:</u>		
Tax Assessor's Special Fund	Birmingham	\$ 10.98
Assistant Tax Assessor's Special Fund	Bessemer	314.47
Tax Collector's Special Fund	Birmingham	101.40
Sheriff's Special Fund	Birmingham	715,771.86
Sheriff's Service Fund	Birmingham	109,250.39
Sheriff's Bail Bonds Fees Fund	Birmingham	40,630.29
District Attorney's Fund	Birmingham	355,622.28
District Attorney's Fund	Bessemer	334,586.73
District Attorney Bail Bond Fees Fund	Birmingham	79,958.32
Worthless Checks Fund	Bessemer	1.00
Barber Commission	Birmingham	24.85
General Retirement Fund	Birmingham	90,097.77
Law Library Fund	Bessemer	201,797.02
Law Library Fund	Birmingham	641,958.30
Law Library - Money Market Account	Bessemer	7,459.45
Presiding Circuit Judge's Judicial Administration Fund	Birmingham	1,039,532.42
Presiding Circuit Judge's Judicial Administration Fund	Bessemer	210,378.72
Legislative Fund	Birmingham	299,412.52
License and Bond Fund	Birmingham	86,483.52
Investment Trust Sweep Account	Birmingham	5,621,510.18
Sub-Total Trust Funds		<u>9,834,902.47</u>
Total All Funds		<u>\$ 180,236,269.07</u>

Schedule of Cash Balances
September 30, 2015

Fund/Account	Office	Cash in Bank
<u>Operating Funds:</u>		
Operating	Birmingham	\$ 142,367.52
Operating Money Market Account	Birmingham	65,367,735.19
Treasurer's Reserve Operating	Birmingham	29,546,924.53
Treasurer's Reserve Money Market Account	Birmingham	9,009,499.38
Treasurer's Money Market Account	Birmingham	10,024,916.18
Treasurer's Reserve Investment	Birmingham	25,325,807.15
Accounts Payable	Birmingham	(1,820,451.62)
Payroll	Birmingham	3,453,956.89
Petty Cash	Birmingham	28,763.73
Transfer Fund	Bessemer	27,209.53
Sub-Total Operating Funds		<u>141,106,728.48</u>
<u>Enterprise Funds:</u>		
Operating	Birmingham	<u>21,130,778.58</u>
Sub-Total Enterprise Funds		21,130,778.58
<u>Fiduciary Funds:</u>		
MNP Class Settlement Fund	Birmingham	720,567.37
Special Witness Fund	Birmingham	2,201,180.21
Bessemer Redemption Fund	Bessemer	4,900,981.25
Birmingham Redemption Fund	Birmingham	8,932,066.56
Winston Settlement Account	Birmingham	1,946,440.72
Sub-Total Fiduciary Funds		<u>\$ 18,701,236.11</u>

Fund/Account	Office	Cash in Bank
Trust Funds:		
Tax Assessor's Special Fund	Birmingham	\$ 133.98
Assistant Tax Assessor's Special Fund	Bessemer	471.07
Tax Collector's Special Fund	Birmingham	1,706.14
Sheriff's Special Fund	Birmingham	510,528.52
Sheriff's Service Fund	Birmingham	112,763.36
Sheriff's Bail Bonds Fees Fund	Birmingham	48,511.82
District Attorney's Fund	Birmingham	455,274.17
District Attorney's Fund	Bessemer	614,045.77
District Attorney Bail Bond Fees Fund	Birmingham	40,332.48
Worthless Checks Fund	Bessemer	1.00
Barber Commission	Birmingham	3,638.22
General Retirement Fund	Birmingham	91,621.88
Law Library Fund	Bessemer	205,435.63
Law Library Fund	Birmingham	606,378.43
Law Library - Money Market Account	Bessemer	6,858.72
Presiding Circuit Judge's Judicial Administration Fund	Birmingham	957,404.91
Presiding Circuit Judge's Judicial Administration Fund	Bessemer	164,686.32
Legislative Fund	Birmingham	300,954.23
Legislative Delegation Fund	Bessemer	192,254.29
License and Bond Fund	Birmingham	86,483.52
Investment Trust Sweep Account	Birmingham	5,058,946.97
Sub-Total Trust Funds		<u>9,458,431.43</u>
Total All Funds		<u>\$ 190,397,174.60</u>

Schedule of Cash Balances
September 30, 2014

Fund/Account	Office	Cash in Bank
<u>Operating Funds:</u>		
Operating	Birmingham	\$ 115,130.18
Operating Money Market Account	Birmingham	62,708,741.08
Treasurer's Reserve Operating	Birmingham	25,042,053.83
Treasurer's Reserve Money Market Account	Birmingham	5,001,599.30
Treasurer's Money Market Account	Birmingham	5,004,487.87
Treasurer's Reserve Investment	Birmingham	19,987,297.39
Accounts Payable	Birmingham	2,988,446.31
Payroll	Birmingham	784,627.48
Petty Cash	Birmingham	11,712.80
Transfer Fund	Bessemer	47,328.13
Sub-Total Operating Funds		<u>121,691,424.37</u>
<u>Enterprise Funds:</u>		
Operating	Birmingham	17,152,859.77
Sub-Total Enterprise Funds		<u>17,152,859.77</u>
<u>Fiduciary Funds:</u>		
Birmingham New Redemption	Birmingham	3,599.89
Redemption Investment Account	Birmingham	3,404,509.97
MNP Class Settlement Fund	Birmingham	718,768.39
Special Witness Fund	Birmingham	1,839,634.72
Bessemer Redemption Fund	Bessemer	3,649,795.27
Birmingham Redemption Fund	Birmingham	5,206,620.92
Winston Redemption Account	Birmingham	610.00
Sub-Total Fiduciary Funds		<u>\$ 14,823,539.16</u>

Fund/Account	Office	Cash in Bank
Trust Funds:		
Tax Assessor's Special Fund	Birmingham	\$ 673.68
Tax Collector's Special Fund	Birmingham	2,520.92
Sheriff's Special Fund	Birmingham	320,095.68
Sheriff's Service Fund	Birmingham	261,577.75
Sheriff's Bail Bonds Fees Fund	Birmingham	28,109.00
District Attorney's Fund	Birmingham	387,021.63
District Attorney's Fund	Bessemer	747,300.80
District Attorney Bail Bond Fees Fund	Birmingham	542,082.90
Worthless Checks Fund	Bessemer	1.00
Barber Commission	Birmingham	1,227.28
General Retirement Fund	Birmingham	86,336.14
Law Library Fund	Bessemer	195,676.48
Law Library Fund	Birmingham	415,675.95
Law Library - Money Market Account	Bessemer	6,258.06
Presiding Circuit Judge's Judicial Administration Fund	Birmingham	638,475.16
Presiding Circuit Judge's Judicial Administration Fund	Bessemer	114,123.89
Legislative Fund	Birmingham	102,400.52
Legislative Delegation Fund	Bessemer	148,988.50
License and Bond Fund	Birmingham	86,483.52
Investment Trust Sweep Account	Birmingham	5,052,600.26
Sub-Total Trust Funds		<u>9,137,629.12</u>
Total All Funds		<u>\$ 162,805,452.42</u>

Other Information

For the Fiscal Years Ended September 30, 2014, 2015 and 2016

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 Schedules 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.