

LASALLE COUNTY CIRCUIT CLERK  
OTTAWA, ILLINOIS  
ANNUAL FINANCIAL REPORT  
NOVEMBER 30, 2015

*Prepared by:*

*Mack & Associates, P.C.  
Certified Public Accountants*

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**LASALLE COUNTY CIRCUIT CLERK  
(AN AGENCY FUND OF LASALLE COUNTY, ILLINOIS)**

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## **INDEPENDENT AUDITORS' REPORT**

## INDEPENDENT AUDITORS' REPORT

Mr. Jim Olson,  
LaSalle County Circuit Clerk  
Ottawa, Illinois

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the fiduciary funds of the LaSalle County Circuit Clerk, Illinois as of and for the year ended November 30, 2015, and the related notes to the financial statements, which collectively comprise the Circuit Clerk's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditors' Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Circuit Clerk's fiduciary funds of LaSalle County, Illinois as of November 30, 2015 and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Emphasis of Matter***

The financial statements present only the fiduciary fund of the Circuit Clerk and does not purport to, and does not, present fairly the financial position of LaSalle County, Illinois as of November 30, 2015 and the changes in its financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

### ***Other Matters***

#### ***Required Supplementary Information***

The LaSalle County Circuit Clerk, Illinois has omitted a management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the financial statements. Such missing information, although not a part of the fund financial statements, is required by the Governmental Accounting Standards Board which considers it to be an essential part of the financial reporting for placing the financial statements in an appropriate operational, economic, or historical context. Our opinion on the fund financial statements is not affected by this missing information.

#### ***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the fiduciary funds of the LaSalle County Circuit Clerk, Illinois' basic financial statements. The information included in the Report J Annual Financial Report attachment is presented for the purpose of additional analysis and is not a required part of the financial statements.

This information is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Report J Annual Financial Report is fairly stated in all material respects in relation to the basic financial statements as a whole.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards* we have also issued a report dated March 1, 2016 on our consideration of the LaSalle County Circuit Clerk, Illinois' internal control over financial reporting of the fiduciary funds and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters which are included within. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

This report is intended solely for the information and use of the County of LaSalle, Illinois, the appropriate local governments within that county, the pass through agencies of the State of Illinois, the Illinois General Assembly, and the Governor of the State of Illinois and is not intended and should not be used by anyone other than these specified parties.

*Mack & Associates, P.C.*  
MACK & ASSOCIATES, P.C.  
Certified Public Accountants

Morris, Illinois  
March 1, 2016

## **COMPLIANCE SECTION**

Independent Accountants' Report on Compliance and  
On Internal Control over Compliance

Mr. Jim Olson,  
LaSalle County Circuit Clerk  
Ottawa, Illinois

Compliance:

We have examined the LaSalle County Circuit Clerk, Illinois' compliance with the requirements listed below during the year ended November 30, 2015. The management of the LaSalle County Circuit Clerk, Illinois is responsible for compliance with these requirements. Our responsibility is to express an opinion on the LaSalle County Circuit Clerk, Illinois' compliance based on our examination.

- A. The Circuit Clerk has properly assessed fines, fees, costs, penalties, and judgments in accordance with the purpose authorized by law.
- B. The Circuit Clerk has properly distributed fines, fees, costs, penalties and judgments in accordance with the purpose authorized by law.
- C. The Circuit Clerk has timely assessed and distributed monies in accordance with the purpose authorized by law.
- D. The Circuit Clerk has complied, in all material respects, with applicable laws and regulations in its financial and fiscal operations.
- E. The Circuit Clerk has properly and legally administered money or negotiable securities or similar assets and the accounting and recordkeeping relating thereto has been proper, accurate, and in accordance with law.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants; the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States; the annual audit requirements included in the Clerks of Courts Act (Act); and the Circuit Clerk Audit Guidelines as noted by the Act; and, accordingly, included examining, on a test basis, evidence about the LaSalle County Circuit Clerk, Illinois' compliance with those requirements listed in the first paragraph of this report and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the LaSalle County Circuit Clerk, Illinois' compliance with specified requirements.

In our opinion, the LaSalle County Circuit Clerk, Illinois complied, in all material respects, with the requirements listed in the first paragraph of this report during the year ended November 30, 2015.

Internal Control:

The management of LaSalle County Circuit Clerk, Illinois is responsible for establishing and maintaining effective internal control over compliance with requirements listed in the first paragraph of this report. In planning and performing our examination, we considered the LaSalle County Circuit Clerk, Illinois' internal control over compliance with the requirements listed in the first paragraph of this report in order to determine our examination procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with Circuit Clerk Audit Guidelines, but not for the purpose of expressing an opinion on the effectiveness of the LaSalle County Circuit Clerk, Illinois' internal control over compliance. Accordingly, we do not express an opinion of the effectiveness of the LaSalle County Circuit Clerk, Illinois' internal control over compliance.

*A deficiency in an entity's internal control over compliance* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct noncompliance with the requirements listed in the first paragraph of this report on a timely basis. *A material weakness over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a requirement listed in the first paragraph of this report will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

This report is intended solely for the information and use of the County of LaSalle, the appropriate local governments within that County, the pass through agencies of the State of Illinois, the Illinois General Assembly, and the Governor of the State of Illinois and is not intended and should not be used by anyone other than these specified parties.

*Mack & Associates, P.C.*  
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Certified Public Accountants

Morris, Illinois  
March 1, 2016



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Independent Auditors' Report On Internal Control Over  
Financial Reporting And On Compliance And Other Matters  
Based On An Audit Of Financial Statements  
Performed In Accordance With Government Auditing Standards

Mr. Jim Olson,  
LaSalle County Circuit Clerk  
Ottawa, Illinois

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the fiduciary funds of the LaSalle County Circuit Clerk, Illinois, as of November 30, 2015, and the related notes to the financial statements, and have issued our report thereon dated March 1, 2016.

#### **Internal Control Over Financial Reporting**

Management of the LaSalle County Circuit Clerk, Illinois, is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered the LaSalle County Circuit Clerk, Illinois' internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the LaSalle County Circuit Clerk, Illinois' internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the LaSalle County Circuit Clerk, Illinois' internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings described as item 2015-1 that we consider to be a significant deficiency.

## Compliance and Other Matters

As part of obtaining reasonable assurance about whether the LaSalle County Circuit Clerk, Illinois' financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## Purpose of this Report

The purpose of this report is solely to describe the scope of our testing in internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the LaSalle County Circuit Clerk's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the LaSalle County Circuit Clerk's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Mack & Associates, P.C.*  
MACK & ASSOCIATES, P.C.  
Certified Public Accountants

Morris, Illinois  
March 1, 2016

## **BASIC FINANCIAL STATEMENTS**

LASALLE COUNTY CIRCUIT CLERK  
(A Department of LaSalle County)

Statement of Fiduciary Net Position  
November 30, 2015

Assets

Cash	\$ 1,563,987
Certificate of Deposit	<u>25,648</u>
 Total Assets	 <u>\$ 1,589,635</u>

Liabilities

Agency Funds Due to Others	\$ 1,589,635
 Total Liabilities	 <u>\$ 1,589,635</u>

LASALLE COUNTY CIRCUIT CLERK  
(A Department of LaSalle County)

Statement of Changes in Fiduciary Assets & Liabilities  
November 30, 2015

	November 30, 2014	Receipts	Disbursements	November 30, 2015
<b>Assets</b>				
Cash	\$ 1,039,609	6,820,361	6,295,983	1,563,987
Certificate of Deposit	25,580	68	-	25,648
<b>Total Assets</b>	<b>\$ 1,065,189</b>	<b>6,820,429</b>	<b>6,295,983</b>	<b>1,589,635</b>
<b>Liabilities</b>				
Agency Funds Due to Others	\$ 1,065,189	6,820,429	6,295,983	1,589,635
<b>Total Liabilities</b>	<b>\$ 1,065,189</b>	<b>6,820,429</b>	<b>6,295,983</b>	<b>1,589,635</b>

## **NOTES TO BASIC FINANCIAL STATEMENTS**

**LASALLE COUNTY CIRCUIT CLERK  
(A DEPARTMENT OF LASALLE COUNTY, ILLINOIS)**

**NOTES TO BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED NOVEMBER 30, 2015**

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**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. Reporting Entity**

The LaSalle County Circuit Clerk, Illinois (Circuit Clerk) is an agency fund of LaSalle County, Illinois, which is governed by a twenty-nine member board. These statements only represent the Trust and Agency accounts of the Circuit Clerk of LaSalle County. The Circuit Clerk collects fees, fines and penalties and remits these amounts to the proper agencies or individuals.

The accounting policies of LaSalle County Circuit Clerk, Illinois conform to generally accepted accounting principles as applicable to governmental units. The following is a summary of the more significant of such policies.

**B. Basis of Presentation - Fund Accounting**

The accounts of LaSalle County, Illinois (County) are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance and retained earnings, revenues and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The accompanying financial statements presents only the Agency Fund of the LaSalle County Circuit Clerk, Illinois and is not intended to present fairly the financial position and changes in financial position of LaSalle County, Illinois in conformity with generally accepted accounting principles.

Agency funds are used to account for assets held by the Circuit Clerk in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The Circuit Clerk collects fees, fines and penalties and remits these amounts to the proper agencies or individuals.

**C. Basis of Accounting**

The financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America. Increases in assets are recognized when they become measurable and available as net current position.

**D. Investments**

Investments consist of certificates of deposit stated at cost, which approximates fair value.

**LASALLE COUNTY CIRCUIT CLERK  
(A DEPARTMENT OF LASALLE COUNTY, ILLINOIS)**

**NOTES TO BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED NOVEMBER 30, 2015**

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**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

**E. Cash and Investments**

The investment and deposits of the LaSalle County Circuit Clerk, Illinois monies is governed by the provisions of the Illinois Compiled Statutes. In accordance with these provisions, all monies must be invested in one or more of the following:

1. Interest-bearing savings accounts, interest-bearing certificates of deposit or interest-bearing time deposits constituting direct obligations of any bank as shall have been selected and designated under the terms of the Illinois Compiled Statutes and as shall have complied with the requirements thereof;
2. Shares or other forms of securities legally issuable by savings and loan associations incorporated under the laws of this state or any other state or under the laws of the United States, provided such shares or securities are insured by the Federal Deposit Insurance Corporation;
3. Bonds, notes, certificates of indebtedness, treasury bills, or other securities now or hereafter issued, which are guaranteed by the full faith and credit of the United States of America as to principal and interest;
4. Short-term discount obligations of the Federal National Mortgage Association.

**Custodial Credit Risk – Deposits**

Custodial credit risk is the risk that in the event of a bank failure, the Circuit Clerk's deposits may not be returned to it. The Circuit Clerk does not have a deposit policy for custodial credit risk.

As of November 30, 2015, the carrying amount of the deposits was \$1,563,635 while the bank balances totaled \$1,758,675. All uninsured deposits are fully collateralized with securities held by the pledging or financial institution's trust department or agent.

## **OTHER INFORMATION**

**LASALLE COUNTY CIRCUIT CLERK  
(A DEPARTMENT OF LASALLE COUNTY, ILLINOIS)**

**Schedule of Findings – Significant Deficiencies  
For the Year Ended November 30, 2015**

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**Finding 2015-1: Incomplete Financial Reporting**

*Condition:*

Deposits held by the Circuit Clerk's office do not reconcile to the Circuit Clerk's report of outstanding liabilities.

*Criteria or Specific Requirement:*

Amounts held by the Circuit Clerk's office are owed to various entities (the County, other municipalities, individuals, etc). Deposits held by the Circuit Clerk should reconcile to a trial balance of liabilities owed to the various entities.

*Effect:*

There is a difference between the liabilities reported by the Circuit Clerk's software and the cash balance. The liability is likely overstated by an amount approximately equal to this difference. However, without calculating a monthly trial balance which is reconciled to the cash balance, it is difficult to identify what the actual liabilities are.

*Cause:*

The Circuit Clerk does not prepare a trial balance of liabilities which is reconciled to the deposits held on a monthly basis.

*Recommendation:*

The Circuit Clerk should prepare a monthly trial balance of liabilities, and reconcile the trial balance to the deposits held each month.

*Management's Response:*

The Circuit Clerk is aware of this issue and has devoted resources to identifying the cause of the discrepancy and taking steps to create a process by which a trial balance is created and reconciled on a regular basis.

## **REPORT J**

REPORT J  
ANNUAL FINANCIAL REPORT

CLERK OF THE CIRCUIT COURT  
JUDICIAL CIRCUIT, COUNTY  
FISCAL YEAR ENDING NOVEMBER, 2015

**PART I - REVENUE OF CLERK'S OFFICE**

<b>A. CLERK'S FEES AND COSTS RECEIVED</b> (Include the various fees in the Clerks of Courts Act Section 27.1a through 27.2a. Other clerk's fees not allocated to a specific fund are also reported in this total; they include the administrative fees for the Surcharge, Crime Lab fund, Sexual Assault fine, Trauma Center fund, Credit Card payment, Domestic Battery, and clerk's costs for Bail Bonds and Passports.)	<b>SECTION A TOTAL</b>	<b>\$750,410.32</b>
<b>B. COURT AUTOMATION FUND</b>	<b>SECTION B TOTAL</b>	<b>\$195,837.62</b>
<b>C. SEPARATE MAINTENANCE AND CHILD SUPPORT COLLECTION FUND</b>	<b>SECTION C TOTAL</b>	<b>\$22,605.98</b>
<b>D. COURT DOCUMENT STORAGE FUND</b>	<b>SECTION D TOTAL</b>	<b>\$196,122.68</b>
<b>E. CIRCUIT COURT CLERK OPERATION AND ADMINISTRATIVE FUND</b>	<b>SECTION E TOTAL</b>	<b>\$28,968.50</b>
<b>F. CIRCUIT COURT CLERK ELECTRONIC CITATION FUND</b>	<b>SECTION F TOTAL</b>	<b>\$0.00</b>
<b>G. OTHER REVENUE OF CLERK'S OFFICE (SPECIFY)</b>		
(1) INTEREST PAID ON ACCOUNTS	\$55.33	
(2) DHFS IV-D CONTRACTUAL AND INCENTIVE	\$21,017.00	
(3) OTHER	\$0.00	
	<b>SECTION G (1,2,3) TOTAL</b>	<b>\$21,072.33</b>

**PART I - REVENUE OF THE CLERK'S OFFICE (SECTIONS A,B,C,D,E,F,G) TOTAL (\$1,215,017.43)**

## PART II - COST OF OPERATING CLERK'S OFFICE

## A. GROSS SALARIES

(1) CIRCUIT CLERK (PAID BY COUNTY)		\$65,260.95
(2) DEPUTY AND ALL OTHER CLERK'S OFFICE PERSONNEL		\$1,617,415.38
(3) NUMBER OF STAFF POSITIONS:	(i) FULL-TIME: 30	
	(ii) PART TIME: 4	

NOTE: DO NOT INCLUDE SALARIES REPORTED IN B THROUGH F BELOW.

SECTION A (1,2) TOTAL \$1,682,676.34

## B. AUTOMATION EXPENSES

(INCLUDE ALL HARDWARE, SOFTWARE, MAINTENANCE, TRAINING, PERSONNEL AND OTHER EXPENSES RELATED TO AUTOMATION EXCEPT THOSE INCLUDED IN C THROUGH F BELOW.)

(1) PAID FROM COURT AUTOMATION FUND		\$137,211.43
(2) PAID FROM COUNTY GENERAL FUND		\$0.00
	SECTION B (1,2) TOTAL	\$137,211.43

## C. MAINTENANCE AND CHILD SUPPORT EXPENSES

(INCLUDE ALL PERSONNEL, EQUIPMENT, AND AUTOMATION EXPENSES DEDICATED EXCLUSIVELY TO MAINTENANCE AND CHILD SUPPORT.)

(1) PAID FROM MAINTENANCE AND CHILD SUPPORT COLLECTION FUND		\$91,600.08
(2) PAID FROM COUNTY GENERAL FUND		\$0.00
	SECTION C (1,2) TOTAL	\$91,600.08

## D. COURT DOCUMENT STORAGE EXPENSES

(INCLUDE ALL PERSONNEL, EQUIPMENT, AND AUTOMATION EXPENSES DEDICATED EXCLUSIVELY TO DOCUMENT STORAGE.)

(1) PAID FROM DOCUMENT STORAGE FUND		\$221,952.80
(2) PAID FROM COUNTY GENERAL FUND		\$0.00
	SECTION D (1,2) TOTAL	\$221,952.80

## E. CIRCUIT COURT CLERK OPERATION AND ADMINISTRATIVE FUND

(INCLUDE OFFICE SUPPLIES, EQUIPMENT, PRINTING, TELECOMMUNICATIONS, TRAVEL, ETC.)

SECTION E TOTAL \$16,306.00

## F. CIRCUIT COURT CLERK ELECTRONIC CITATION FUND

(INCLUDES EXPENSES TO PERFORM THE DUTIES OF THE OFFICE IN ESTABLISHING AND MAINTAINING ELECTRONIC CITATIONS.)

SECTION F TOTAL \$0.00

## G. ALL OTHER CLERK'S OFFICE EXPENSES

(INCLUDE OFFICE SUPPLIES, EQUIPMENT, PRINTING, TELECOMMUNICATIONS, TRAVEL, ETC. IF AVAILABLE, PROVIDE A LINE ITEM BREAKDOWN SHOWING DOLLAR AMOUNTS ON ATTACHMENT A.)

NOTE: DO NOT INCLUDE ANY EXPENSES REPORTED IN B,C,D,E OR F ABOVE

SECTION G TOTAL \$6,911.35

PART II - COST OF OPERATING A CLERK'S OFFICE (SECTION A,B,C,D,E,F,G) TOTAL \$2,155,658.00

**PART III - DISTRIBUTION OF FUNDS HELD IN TRUST OR  
AGENCY CAPACITY and OF COLLECTIONS MADE FOR OTHERS**

**A. MAINTENANCE AND CHILD SUPPORT**

1) CLERKS OFFICE (Include payments deposited and disbursed and personal checks endorsed without recourse and forwarded to obligee or public office.)	\$64,866.00	
2) STATE DISBURSEMENT UNIT (Insert the total amount reported by the State Disbursement Unit)	\$14,598,033.44	SECTION A TOTAL THIS AMOUNT FORWARDED TO PAGE 7

**B. FINES, PENALTIES, ASSESSMENTS, CHARGES AND FORFEITURES**

*SEE ATTACHMENT B (MUNICIPALITIES, DRUG TASK FORCE, AND TOWNSHIP AND DISTRICTS)*

**1) MUNICIPALITIES (CITIES, VILLAGES, TOWNS, AND PARK DISTRICTS)**

a. ALL EXCEPT DRUG FINES	\$333,672.81	
b. DRUG FINES	\$14,134.58	
c. CRIME LABORATORY FUND	\$0.00	
d. CRIME LABORATORY DUI FUND	\$0.00	
e. OTHER	\$98,811.15	
	SUBTOTAL 1-a,b,c,d,e	\$446,618.64

1.1) DRUG TASK FORCE \$1,921.66

**2) TOWNSHIPS AND DISTRICTS (INCLUDING ROAD DISTRICTS, SPECIAL DISTRICTS, ETC.)**

a. ALL EXCEPT DRUG FINES	\$5,103.62	
b. DRUG FINES	\$0.00	
c. OTHER	\$950.00	
	SUBTOTAL 2-a,b,c	\$6,053.62

TOTAL \$454,693.82

*(THE TOTAL OF ABOVE THREE AMOUNTS SHOULD BE TOTAL OF AMOUNT ATTACHMNT B)*

**3) COUNTY**

a. CRIMINAL FINES	\$157,546.93	
b. TRAFFIC FINES	\$255,710.08	
c. DRUG FINES	\$1,549.07	
d. CRIME LABORATORY FUND	\$0.00	
e. CRIME LABORATORY DUI FUND	\$0.00	
f. COUNTY BOATING FUND	\$0.00	
g. OTHER (INCLUDES PERCENTAGE DISBURSEMENT TO COUNTY GENERAL CORPORATE FUND)	\$484,379.45	
	SUBTOTAL 3-a,b,c,d,e,f,g	\$899,185.63

\* "OTHER" DESCRIPTION AND ITEMIZED LISTING ON ATTACHMENT C

SUBTOTAL SECTION B (1,1.1,2,3) \$1,353,779.36  
THIS AMOUNT FORWARDED TO THE TOP OF PAGE 5

## 4) STATE (8 funds 1-45)

1. DNR FUNDS TOTAL	\$59,193.23
2. ROAD FUND (OVERWIGHTS)	\$17,018.74
3. STATE TOLL HIGHWAY AUTHORITY FUND	\$0.00
4. DRUG TRAFFIC PREVENTION FUND	\$31,780.92
5. STATE CRIML LABORATORY FUND	\$4,770.00
6. STATE POLICE DUI FUND	\$13,759.98
7. VIOLENT CRIME VICTIMS ASSISTANCE FUND	\$65,909.54
8. TRAFFIC AND CRIMINAL CONVICTION SURCHARGE	\$203.99
9. DRIVERS EDUCATION FUND	\$24,221.95
10. DOMESTIC VIOLENCE SHELTER AND SERVICE FUND	\$10,002.00
11. DRUG TREATMENT FUND	\$22,893.00
12. CHILD ABUSE PREVENTION FUND	\$0.00
13. SEXUAL ASSAULT SERVICES FUND	\$0.00
14. TRAUMA CENTER FUND	\$30,061.11
15. PFRCENTAGE DISTRIBUTION: UNDER \$55 FUND	\$0.00
16. PERCENTAGE DISTRIBUTION: \$55 AND OVER FUND	\$220,572.65
17. GLNERAL RLVENUE FUND	\$175,892.20
18. EMS ASSISTANCE FUND	\$0.00
19. YOUTH DRUG ABUSE PRF-VFTN FUND	\$20,555.16
20. SECRETARY OF STATE EVIDENCE FUND	\$0.00
21. ILLINOIS CHARITY BUREAU FUND	\$0.00
22. TRANSPORTATION REGULATORY FUND	\$0.00
23. PROFESSIONAL REGULATION EVIDENCE FUND	\$0.00
24. GENFRAL PROFFSSIONS DEDICATED FUND	\$0.00
25. LOBBYIST REGISTRATION ADMINISTRATION FUND	\$0.00
26. DESIGN PROFESSIONAL ADMIN. AND INVESTIGATION FUND	\$0.00
27. REAL ESTATE RECOVERY FUND	\$0.00
28. AGGRGATL OPLRATIONS RLGLATORY FUND	\$0.00
29. EDUCATION ASSISTANCE FUND	\$0.00
30. DEPARTMENT OF PUBLIC HEALTH	\$0.00
31. USED TIRE MANAGEMENT FUND	\$0.00
32. EMERGENCY PLANNING AND TRAINING FUND	\$0.00
33. FEED CONTROL FUND	\$0.00
34. PLSTICIDL CONTROL FUND	\$0.00
35. SPINAL CORD INJURY PARALYSIS CURE RESEARCH TRUST FUND	\$3,859.00
36. FIRE PREVENTION FUND	\$12,269.00
37. WIC PROGRAM	\$0.00
38. SEX OFFENDER REGISTRATION FUND	\$0.00
39. SECURITIIS AUDIT AND ENFORCEMENT FUND	\$0.00
40. SPECIAL ADMINISTRATIVE FUND	\$0.00
41. LEADS MAINTENANCE FUND	\$3,483.00
42. STATE OFFENDER DNA IDENTIFICATION SYSTEM FUND	\$39,988.01
43. DOMESTIC VIOLENCE ABUSER SERVICES FUND	\$0.00
44. ABANDONED RESIDENTIAL PROPERTY MUNICIPALITY RELIEF FUND	\$86,989.00
45. LUMP SUM SURCHARGE*	\$103,740.00

SUBTOTAL 4 (1-45) \$ 946,739.48

THIS AMOUNT FORWARDED TO PAGE 5

\*Contains Traffic & Criminal Surcharge Fund, Law Enforcement Camera Grant Fund, and LEADS Fund as of 7/1/05.

**SUBTOTAL SECTION B{1,1.1, 2, 3} \$1,353,779.35**  
**AMOUNT FORWARDED FROM THE BOTTOM OF PAGE 3**

4) STATE (Funds 46-999) SUBTOTAL 4 (1-45) \$946,739.48

46. ADDITIONAL CHILD PORNOGRAPHY FINE (STATE POLICE)	\$0.00
47. ARSONIST REGISTRATION FUND	\$0.00
48. CAPITAL PROJECTS FUND	\$0.00
49. MURDERER & VIOLENT OFF. AGAINST YOUTH RFG. FUND	\$0.00
50. CORPORATE CRIME FUND	\$0.00
51. DIESEL EMISSIONS TESTING FUND	\$0.00
52. ER RESTITUTION (STATE)	\$0.00
53. FIRE TRUCK REVOLVING LOAN FUND	\$12,329.00
54. FORECLOSURE PREVENTION PROGRAM FUND	\$11,450.00
55. FORECLOSURE PREVENTION "GRADUATED" FUND	\$24,356.92
56. ILLINOIS ANIMAL ABUSE FUND	\$0.00
57. IDOC PAROLE DIVISION OFFENDER SUPERVISION FUND	\$0.00
58. ILLINOIS RACING BOARD	\$0.00
59. LEAD POISON SCREENING, PREVENTION AND ABATEMENT FUND	\$0.00
60. METHAMPHETAMINE LAW ENFORCEMENT FUND	\$0.00
61. MILITARY FAMILY RELIEF FUND	\$0.00
62. PRISONER REVIEW BOARD VEHICLE & EQUIPMENT FUND	\$1,168.61
63. ROADSIDE MEMORIAL FUND	\$0.00
64. SFALING FEE (STATE POLICE)	\$0.00
65. SECRETARY OF STATE POLICE DUI FUND	\$0.00
66. SECRETARY OF STATE POLICE SERVICES FUND	\$0.00
67. SECRETARY OF STATE POLICE VEHICLE FUND	\$0.00
68. SEX OFFENDER INVESTIGATION FUND	\$0.00
69. STATE ASSET FORFEITURE FUND	\$0.00
70. STATE POLICE OPERATIONS ASSISTANCE FUND	\$110,821.40
71. STATE POLICE STREETGANG-RELATED CRIME FUND	\$0.00
72. STATE POLICE VEHICLE FUND	\$10,284.10
73. TRANSPORTATION SAFETY HIGHWAY HIRE-BACK FUND	\$375.00
74. VEHICLE INSPECTION FUND	\$0.00
75. CONSERVATION POLICE OPERATIONS ASSISTANCE FUND	\$6,959.00
76. PRESCRIPTION PILL AND DRUG DISPOSAL FUND	\$1,200.00
77. CRIMINAL JUSTICE INFORMATION PROJECTS FUND	\$0.00
78. STATE POLICE SERVICES FUND	\$9,243.00
79. STATE POLICE MERIT BOARD PUBLIC SAFETY FUND	\$39,517.00
80. GUARDIANSHIP AND ADVOCACY FUND	\$23,000.00
81. SPECIALIZED SERVICES FOR SURVIVORS OF HUMAN TRAFFICKING FUND	\$0.00
82. ACCESS TO JUSTICE FUND	\$1,528.00
99. OTHER (ITEMIZE ON ATTACHMENT D)	\$256.77
<b>SUBTOTAL 4 (46-999)</b>	<b>\$252,488.80</b>

SUBTOTAL 4 (46-999) \$252,488.80

**SUBTOTAL 4 (1-999)**

**\$1,199,228.28**

SUBTOTAL SECTION B (1,1.1,2,3,4) TOTAL \$ 2,663,007.63  
THIS AMOUNT FORWARDED TO PAGE 7

## C. FEES OF OTHERS

1. STATE'S ATTORNEY		
(a) FEES	\$60,290.63	
(b) RECORDS AUTOMATION FUND	\$8,308.77	
SUBTOTAL (1-a,b)		\$68,599.40
2. SHERIFF		
(a) FEES (e.g. SERVICE OF PROCESS*)	\$50,368.80	
(b) COUNTY GENERAL FUND FOR COURT SECURITY	\$182,442.05	
SUBTOTAL (2-a,b)		\$232,810.85
3. COUNTY LAW LIBRARY FUND		\$61,581.00
4. MARRIAGE FUND OF THE CIRCUIT COURT		\$0.00
5. COUNTY FUND TO FINANCE THE COURT SYSTEM		\$46,663.00
6. COURT-APPOINTED COUNSEL:		
(a) DEFENSE COUNSEL	\$0.00	
(b) JUVENILE REPRESENTATION	\$0.00	
SUBTOTAL (6 -a,b)		\$0.00
7. COURT-APPOINTED COUNSEL: STATE APPELLATE DEFENDER		\$0.00
8. MUNICIPAL ATTORNEY PROSECUTION FEE		\$10,591.00
9. PROBATION AND COURT SERVICES FUND		\$203,498.41
10. DISPUTE RESOLUTION FUND		\$0.00
11. MANDATORY ARBITRATION FUND		
(a) ARBITRATION FEE	\$0.00	
(b) REJECTION OF AWARD	\$0.00	
SUBTOTAL (11-a,b)		\$0.00
12. DRUG/ALCOHOL TESTING & ELECTRONIC MONITORING FEE		\$90.00
13. ELECTRONIC MONITORING DEVICE FEE		
(a) SUBSTANCE ABUSE SERVICES FUND	\$0.00	
(b) WORKING CASH FUND	\$0.00	
SUBTOTAL (13-a,b)		\$0.00
14. COUNTY GENERAL FUND TO FINANCE EDUCATION PROGRAMS (DUI)		\$0.00
15. COUNTY HEALTH FUND		\$0.00
16. TRAFFIC SAFETY PROGRAM SCHOOL		\$21,855.00
17. COUNTY JAIL MEDICAL COSTS FUND		\$19,219.91
18. SEXUALLY TRANSMITTED DISEASE TEST FUND		\$0.00
19. DOMESTIC RELATIONS LEGAL FUND		\$0.00
20. CHILDREN'S WAITING ROOM FUND		\$0.00
21. NEUTRAL SITE CUSTODY EXCHANGE FUND		\$0.00
22. MORTGAGE FORECLOSURE MEDIATION PROGRAM FEES		\$34,650.00
23. CHILDREN'S ADVOCACY CENTER		\$30,599.61
24. COURT APPOINTED SPECIAL ADVOCATE (CASA)		\$10,758.36
25. DRUG COURT		\$0.00
26. JUDICIAL FACILITIES FEE		\$0.00
27. MENTAL HEALTH/DRUG/VETERANS AND SERVICE MEMBERS COURT		\$0.00
28. YOUTH DIVERSION PROGRAM		\$0.00
29. PUBLIC DEFENDER RECORDS AUTOMATION FUND		\$0.00
99. OTHER (ITEMIZE ON ATTACHMENT E)		\$0.00

SECTION C TOTAL \$740,916.57  
THIS AMOUNT FORWARDED TO PAGE 7

\*Contains the FTA Warrant Fee and e-Citation Fee)

## D. MISCELLANEOUS DISBURSEMENTS

1. RESTITUTION TO VICTIMS OF CRIME (INCLUDES JUVENILE)	\$525,410.82
2. "WORK RELEASE" / GAINFULLY EMPLOYED OFFENDER	
a. TOTAL PAID TO COUNTY FOR ROOM AND BOARD	\$22,151.55
b. TOTAL PAID TO OTHER INDIVIDUALS AND AGENCIES	\$0.00
SUBTOTAL (2-a,b)	\$22,151.55
3. EXPENSES NECESSARY FOR MINOR'S NEEDS UNDER THE JUVENILE ACT	\$0.00
4. ABANDONED (UNCLAIMED) BAIL TO COUNTY	\$51,189.55
5. ABANDONED (UNCLAIMED) PROPERTY TO STATE	\$13,243.58
6. DEPOSITS WITH CLERK DISBURSED DURING THE YEAR:	
a. FROM JUDICIAL SALES	\$640,192.13
b. FROM ALL OTHER CASE CATEGORIES	\$0.00
SUBTOTAL (6-a,b)	\$640,192.13
7. REIMBURSEMENTS/CONTRIBUTIONS TO A "LOCAL ANTI-CRIME PROGRAM"	\$0.00
8. REFUND AND RETURNS	
a. BAIL	\$450,335.61
b. OTHER	\$0.00
SUBTOTAL (8-a,b)	\$450,335.61
9. OTHER (DESCRIPTION AND ITEMIZED LISTING ON ATTACHMENT F. THIS INCLUDES SUCH ITEMS AS WITNESS FEES, PASSPORT FEES DISBURSED TO THE FEDERAL GOVERNMENT, OUT OF COUNTY BONDS, TRANSFER OF BAIL TO ANOTHER COUNTY, COLLECTION FEES OR OTHER VENDOR CONVENIENCE FEES, ETC.)	\$174,616.90
SECTION D TOTAL	\$1,877,140.14
THIS AMOUNT FORWARDED TO SECTION D BELOW	
SECTION A TOTAL (FROM PAGE 3)	\$14,662,889.44
SECTION B TOTAL (FROM PAGE 5)	\$2,553,007.63
SECTION C TOTAL (FROM PAGE 6)	\$740,916.57
SECTION D TOTAL (FROM PAGE 7)	\$1,877,140.14
PART III DISTRIBUTION (SECTIONS A,B,C,D) TOTAL	\$19,833,963.78

Please indicate if you are a percentage distribution county  
pursuant to 27.5 and 27.6 of the Clerks of Courts Act

YES  NO

Please indicate the Month your fiscal year ends.

MONTH:

**ATTACHMENT A**

**LINE ITEM BREAKDOWN OF PART II. G.: ALL OTHER CLERK'S OFFICE EXPENSES**

THIS TOTAL SHOULD MATCH PART II - SECTION G TOTAL ON PAGE 2.  
IF YOU NEED ADDITIONAL LINE ITEM DETAIL FOR THIS ATTACHMENT,  
SIMPLY INSERT ROWS TO THE SPREADSHEET AS REQUIRED.

**ATTACHMENT B**

**LINE ITEM BREAKDOWN OF PART III. B. (1), (1.1) AND (2) FINES, PENALTIES,  
ASSESSMENTS, CHARGES AND FORFEITURES PAID TO  
MUNICIPALITIES, DRUG TASK FORCE AND TOWNSHIPS**

NAME OF MUNICIPALITY, TOWNSHIP, OR DRUG TASK FORCE	ALL EXCEPT DRUG		CRIME LAB			CRIME LAB DUI	OTHER	TOTALS
	DRUG	DRUG	CRIME LAB	DUI	OTHER			
City of Earville	\$5,254.10	\$375.36	\$0.00	\$0.00	\$2,530.06	\$8,159.52		
City of LaSalle	\$47,355.09	\$3,259.51	\$0.00	\$0.00	\$16,084.44	\$66,699.04		
City of Marseilles	\$18,328.04	\$1,257.57	\$0.00	\$0.00	\$6,045.06	\$25,630.67		
City of Mendota	\$31,938.17	\$1,206.05	\$0.00	\$0.00	\$10,458.86	\$43,603.08		
City of Oglesby	\$11,485.93	\$671.05	\$0.00	\$0.00	\$2,253.28	\$14,410.26		
City of Ottawa	\$97,308.24	\$3,236.63	\$0.00	\$0.00	\$26,572.13	\$127,217.00		
City of Peru	\$38,395.33	\$1,678.02	\$0.00	\$0.00	\$15,213.22	\$55,286.57		
City of Sandwich	\$829.39	\$3.00	\$0.00	\$0.00	\$127.82	\$960.21		
City of Seneca	\$6,416.69	\$136.13	\$0.00	\$0.00	\$897.76	\$7,449.48		
City of Streator	\$36,378.34	\$1,392.28	\$0.00	\$0.00	\$14,088.57	\$51,859.29		
Naplate Police Dept.	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00	\$20.00		
Village of Cedar Point	\$525.50	\$0.00	\$0.00	\$0.00	\$60.00	\$585.50		
Village of Dalzell	\$519.27	\$0.00	\$0.00	\$0.00	\$60.00	\$579.27		
Village of Grand Ridge	\$8,148.39	\$0.00	\$0.00	\$0.00	\$1,080.00	\$9,228.39		
Village of Leland	\$420.38	\$0.00	\$0.00	\$0.00	\$69.85	\$490.23		
Village of Leonore	\$2,915.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,915.00		
Village of Lostant	\$15,150.06	\$737.48	\$0.00	\$0.00	\$780.00	\$16,667.54		
Village of Naplate	\$120.58	\$0.00	\$0.00	\$0.00	\$0.00	\$120.58		
Village of Rutland	\$1,275.25	\$0.00	\$0.00	\$0.00	\$120.00	\$1,395.25		
Village of Sheridan	\$5,363.21	\$181.50	\$0.00	\$0.00	\$1,170.00	\$6,714.71		
Village of Somonauk	\$4,182.32	\$0.00	\$0.00	\$0.00	\$680.00	\$4,862.32		
Village of Tonica	\$525.06	\$0.00	\$0.00	\$0.00	\$170.00	\$695.06		
Village of Utica	\$839.56	\$0.00	\$0.00	\$0.00	\$90.00	\$929.56		
Wenona Police Dept.	\$0.00	\$0.00	\$0.00	\$0.00	\$140.00	\$140.00		
Crime Reduction Team	\$117.91	\$0.00	\$0.00	\$0.00	\$0.00	\$117.91		
Trident	\$106.80	\$1,656.95	\$0.00	\$0.00	\$40.00	\$1,803.75		
Adams Township	\$413.40	\$0.00	\$0.00	\$0.00	\$0.00	\$413.40		
Brookfield Township	\$137.06	\$0.00	\$0.00	\$0.00	\$0.00	\$137.06		
Dayton Township	\$46.72	\$0.00	\$0.00	\$0.00	\$0.00	\$46.72		
Dimmick Township	\$46.72	\$0.00	\$0.00	\$0.00	\$0.00	\$46.72		
Earl Township	\$432.09	\$0.00	\$0.00	\$0.00	\$0.00	\$432.09		
Eden Township	\$350.43	\$0.00	\$0.00	\$0.00	\$0.00	\$350.43		
Grand Rapids Township	\$203.81	\$0.00	\$0.00	\$0.00	\$0.00	\$203.81		
Hope Township	\$33.37	\$0.00	\$0.00	\$0.00	\$0.00	\$33.37		
Manlius Township	\$526.23	\$0.00	\$0.00	\$0.00	\$0.00	\$526.23		
Mondota Township	\$1,254.46	\$0.00	\$0.00	\$0.00	\$0.00	\$1,254.46		
Meriden Township	\$119.25	\$0.00	\$0.00	\$0.00	\$0.00	\$119.25		
Mission Township	\$25.81	\$0.00	\$0.00	\$0.00	\$0.00	\$25.81		
Northville Township	\$420.53	\$0.00	\$0.00	\$0.00	\$0.00	\$420.53		
Ophir Township	\$85.89	\$0.00	\$0.00	\$0.00	\$0.00	\$85.89		
Ottawa Township	\$389.75	\$0.00	\$0.00	\$0.00	\$0.00	\$389.75		
Otter Creek Township	\$394.27	\$0.00	\$0.00	\$0.00	\$0.00	\$394.27		
Richland Township	\$46.72	\$0.00	\$0.00	\$0.00	\$0.00	\$46.72		
Serena Township	\$25.81	\$0.00	\$0.00	\$0.00	\$0.00	\$25.81		
Utica Township	\$78.32	\$0.00	\$0.00	\$0.00	\$0.00	\$78.32		
Waltham Township	\$72.98	\$0.00	\$0.00	\$0.00	\$0.00	\$72.98		
School District 500	\$0.00	\$0.00	\$0.00	\$0.00	\$950.00	\$950.00		

SUBTOTALS \$339,001.14 \$15,791.53 \$0.00 \$0.00 \$99,801.15  
(ADD SUBTOTALS ABOVE) ATTACHMENT B TOTALS \$454,593.82

THIS TOTAL SHOULD MATCH PART III - SECTION B (1), (1.1), AND (2) TOTAL ON PAGE 3. IF YOU NEED ADDITIONAL LINE ITEM DETAIL FOR THIS ATTACHMENT, SIMPLY INSERT ROWS TO THIS SPREADSHEET AS REQUIRED.

**ATTACHMENT C**

LINE ITEM BREAKDOWN OF PART III. B. (3) (g): "OTHER"

THIS TOTAL SHOULD MATCH PART III - SECTION B (3) (g) (OTHER) TOTAL ON PAGE 3.  
IF YOU NEED ADDITIONAL LINE ITEM DETAIL FOR THIS ATTACHMENT, SIMPLY  
INSERT ROWS TO THE SPREADSHEET AS REQUIRED.

**ATTACHMENT D**

LINE ITEM BREAKDOWN OF PART III, B. (4) 999: "OTHER"

THIS TOTAL SHOULD MATCH PART III - SECTION B (4) 999. (OTHER) TOTAL ON PAGE 5.

**ATTACHMENT E**

LINE ITEM BREAKDOWN OF PART III. C. (99): "OTHER"

THIS TOTAL SHOULD MATCH PART III - SECTION C. (99) (Other) TOTAL ON PAGE 6.  
IF YOU NEED ADDITIONAL LINE ITEM DETAIL FOR THIS ATTACHMENT, SIMPLY  
INSERT ROWS TO THE SPREADSHEET AS REQUIRED.

**ATTACHMENT F**

**LINE ITEM BREAKDOWN OF PART III. D. (9): "OTHER"**

THIS TOTAL SHOULD MATCH PART III - SECTION D. (9) (Other) TOTAL ON PAGE 7.  
IF YOU NEED ADDITIONAL LINE ITEM DETAIL FOR THIS ATTACHMENT, SIMPLY  
INSERT ROWS TO THE SPREADSHEET AS REQUIRED.



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CHRIS CHRISTENSEN  
STEPHANIE HEISNER

March 1, 2016

To the Chairman and Members  
of the County Board  
LaSalle County Circuit Clerk, Illinois

We have audited the financial statements of the fiduciary funds of the LaSalle County Circuit Clerk for the year ended November 30, 2015. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated November 13, 2015. Professional standards also require that we communicate to you the following information related to our audit.

#### Significant Audit Findings

##### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the LaSalle County Circuit Clerk are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2015. We noted no transactions entered into by the LaSalle County Circuit Clerk during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The Circuit Clerk has no sensitive estimates affecting the financial statements.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The Circuit Clerk has no sensitive disclosures affecting the financial statements.

The financial statement disclosures are neutral, consistent, and clear.

##### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

##### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

##### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations*

We have requested certain representations from management that are included in the management representation letter dated March 1, 2016.

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Circuit Clerk's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the County's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We were not engaged to report on the Report J Annual Financial Report, which accompanies the financial statements but is not RSI. We did not audit or perform other procedures on this information and we do not express an opinion or provide any assurance on it.

Restriction on Use

This information is intended solely for the use of the County Board and management of the County of LaSalle Circuit Clerk, Illinois, and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

*Mack & Associates, P.C.*

Mack & Associates, P.C.  
Certified Public Accountants