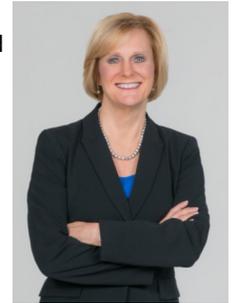


Greetings,

Updated information on the county's financial state is now available in the latest Popular Annual Financial Report, which is prepared by my office each year. The report includes financial information for the Board of County Commissioners and the five local constitutional offices. The report provides citizens with a brief analysis of where county revenues come from and how these dollars are managed.

A few highlights for fiscal year 2014-2015 include: property tax revenues increased by \$10.3 million, or 6 percent; there were record increases in tourist tax revenues in the last two fiscal years—an increase of \$1.3 million, or 16.6 percent this year, and \$0.7 million, or 10.2 percent, in the prior year; governmental activities revenues increased by \$16.6 million, or 3.3 percent; governmental activities expenses decreased by \$15.6 million, or 2.8 percent; and investments made by the Clerk & Comptroller generated \$9.4 million in earnings.

I remain committed to reviewing our county's finances each year and reporting the impacts to the community so that residents know how their tax dollars were managed and spent. I encourage you to view the full report online at [polkcountyclerk.net](http://polkcountyclerk.net). I hope you have a wonderful summer.



- Stacy

## Online Court Record Search Tips

The transition to the new online court record search system, Polk Records Online (PRO), is now complete. As with most new systems, there is a learning curve involved in becoming familiar with the system's navigation and features. I have compiled a chart below with the most frequently asked questions posed by the legal community.

User Questions	PRO Tip
Accessing files before meeting with a potential client	When meeting with a potential client, it may be beneficial to request online access to related files at least two business days prior to the meeting.
Username or password is not recognized	Users now log in with their email address. Many users are trying to log in with old credentials, so make sure you are registered for the PRO system. If the wrong username is not the issue, users can navigate to the My Account tab to have their credentials emailed to them.
Password setup link has expired	If the link has expired, we will need to send another link. This link must be used within 48 hours. Contact <a href="mailto:recordsreg@polk-county.net">recordsreg@polk-county.net</a> to request a new link.
Account disabled	Accounts are disabled when an incorrect password has been entered too many times. Users can reset passwords in the My Account tab.
Wheel keeps spinning when trying to view a document	If a user is unable to load a document, the user needs to confirm his or her system meets the minimum technical requirements needed to use PRO. The requirements are listed on the Help tab.
Document says it has 0 pages and has no icon	If no icon is displayed next to a docket line, this means an image is not available online. For some cases, Judgments and Orders are available through the Official Records online search at <a href="http://polkcountyclerk.net/official-records-search">polkcountyclerk.net/official-records-search</a> . Other documents can be retrieved by visiting the Clerk's office. This service is available at all three office locations – Bartow, Lakeland and Northeast.

## Florida Supreme Court Updates Electronic Records Order

The Florida Supreme Court released AOSC16-14 Access to Electronic Court Records amending the Standards for Access to Electronic Court Records and the Access Security Matrix to supersede those adopted by AOSC15-18. The order also lists the 48 Clerks' offices that have been approved to provide online access to court records. Polk County was included in this list.

The following were approved in the order:  
**Searchable images:** "recommends that the standards be amended to specify that if documents are stored in searchable format they may be provided to the public in that format so long as automated search requests are not supported."

**Public Defender user role:** the order added a new user role to the access security matrix for the public defender's office.

**Florida Rule of Jud. Admin. 2.236:** "establish, periodically review, and update technical standards for technology used and to be used in the judicial branch to receive, manage, maintain, use, secure, and distribute court records by electronic means, consistent with the technology policies."



Stacy M. Butterfield, CPA  
Clerk of Courts & Comptroller  
Polk County, Florida

stacybutterfield@polk-county.net  
(O) 863-534-4000 / (C) 863-661-4055  
[www.polkcountyclerk.net](http://www.polkcountyclerk.net)

