

Form For Budget, Cumulative Quarterly Report and Annual Settlement For Calendar Year 2019__

POWELL COUNTY CLERK

Part One - Summary and Reconciliation of All Accounts

Show & Describe All Accounts	Column 1 2019 Fee Account Budget Estimate	Column 2 2019 Fee Account Cumulative Actual	Column 3 Account (NOT FEE ACCOUNT)	Column 4 Account (NOT FEE ACCOUNT)	Column 5 Account (NOT FEE ACCOUNT)
1. Receipts YTD	\$2,796,660.00				
2. Total Disbursements YTD	\$2,791,973.75				
3. Book Balance/Excess Fees	\$4,686.25				
4. Bank Statement Balance					
5. Plus Deposits in Transit					
6. Less Outstanding Checks					
7. Other					
8. Reconciled Bank Balance					
9. Accounts Receivable as of 12/31					
10. Unpaid Obligations as of 12/31					
11. Excess Fees					

Instructions: This form is the required format for the budget and the quarterly report. **BUDGET:** After completing the budget estimate columns of Parts One, Two and Three, submit to the fiscal court for approval by January 15th and following approval submit to the state local finance officer. **QUARTERLY REPORT:** The quarterly report is cumulative. Show the status of all funds in the official's charge during calendar year to date in Part One. **Line 1** Show total receipts on a cash basis for the year to date including any beginning balances for all accounts. **Show current year fee account in COLUMN 2 as calculated in Part Two of report.** **Line 2** Show total disbursements on a cash basis for the year to date for all accounts. **Show current year fee account in COLUMN 2 as calculated in Part Three of report.** **Line 3** Show difference between lines 1 and 2 for all accounts. **Line 4** Show bank statement balance(s) at close of quarter. **Line 5** Show total deposits made prior to close of quarter that are not reflected in bank statement(s). **Line 6** Show total amount of checks issued prior to close of quarter that are not reflected in bank statement(s). **Line 7** Show investments. **Line 8** Show line 4 adjusted for lines 5, 6, and 7. Line 8 should equal line 3 for all accounts. **Line 9** Complete for quarter ending 12/31. Show calculation in Part Two of report. **Line 10** Complete for quarter ending 12/31. Show calculation in Part Three of report. **Line 11** Complete for quarter ending 12/31. Show line 8 adjusted for lines 9 and 10. All debt to be shown in Part Four. Report due to: State Local Finance Officer, 1024 Capital Center Drive, Suite 340, Frankfort, KY 40601-8204 by the 30th day following the close of each quarter. Fax # 502-573-3712 / Ph # 502-573-3710.

Approved by the fiscal court on the 8th day of January, 2019.

Garnett Anderson
County Judge/Executive Date 1-8-19

To the best of my knowledge the information reported herein for the budget/quarter ended 2019 is accurate and complete.

Jackie Everman
Signature of County Clerk Date 1-8-19

Part Two Receipts	Budget Estimate	1/1 thru 3/31	4/1 thru 6/30	7/1 thru 9/30	10/1 thru 12/31	Total YTD	Accounts Receivable 12/31	Settlement Total
1. Federal Grants/Reimbursements								
2. State Grants								
3. State Fees For Services								
4. Fiscal Court								
5. Revenue Supplement (< 20,000 pop)	\$66,000.00							
6. Licenses and Taxes								
7. Motor Vehicle:								
8. Licenses and Transfers	\$463,000.00							
9. Usage Tax	\$844,000.00							
10. Tangible Personal Property Tax	\$1,050,000.00							
11. Notary Fees	\$600.00							
12.								
13. Licenses: (describe)								
14. Fish and Game	\$12,000.00							
15. Marriage	\$4,000.00							
16. Occupational								
17. Beer & Liquor								
18.								
19.								
20. Deed Transfer Tax	\$19,000.00							
21. Delinquent Taxes	\$225,000.00							
22. Fees Collected for Services								
23. Recordings:								
24. Deeds, Easements, and Contracts	\$6,500.00							
25. Real Estate Mortgages	\$13,000.00							
26. Chattel Mortgages & Financing Stmtnts	\$44,000.00							
27. Affordable Housing	\$11,000.00							
27. Powers of Attorney	\$1,000.00							
28. All Other Recordings	\$32,000.00							
29. Charges for Other Services:								
30. Copywork								
31. Postage								

Part Two (continued) Receipts	Budget Estimate	1/1 thru 3/31	4/1 thru 6/30	7/1 thru 9/30	10/1 thru 12/31	Total YTD	Accounts Receivable 12/31	Settlement Total
32. Other: (describe)								
33. Candidate Filing Fee	\$500.00							
34. Elections	\$5,000.00							
35. Interest Earned	\$60.00							
36.								
37. Total Revenues	\$2,796,660.00							
38. Petty Cash								
39. Borrowed Money								
40. Total Receipts	\$2,796,660.00							

Copy the figure shown on Line 40 in the Budget Estimate column to the Summary on page 1, column 1, line 1. Copy the figure shown on Line 40 in the Total YTD column to page 1, column 2, line 1. Copy the figure shown on Line 39 in the Receivable column (use for 12/31 report only) to page 1, line 9.

Part Three Disbursements	Budget Estimate	1/1 thru 3/31	4/1 thru 6/30	7/1 thru 9/30	10/1 thru 12/31	Total YTD	12/31 Unpaid Obligations	Settlement Total
Required Payments								
1. Payments to State (describe)								
2. Motor Vehicle:								
3. Licenses & Transfers	\$340,000.00							
4. Usage Tax	\$820,000.00							
5. Tangible Personal Prop Tax	\$371,000.00							
6. Licenses: (describe)								
7. Fish & Game	\$12,000.00							
8. Marriage Licenses								
9.								
10. Delinquent Tax	\$25,000.00							
11. Legal Process Tax	\$13,500.00							
12. Affordable Housing	\$11,500.00							
13. Payments to Fiscal Court								
14. Tangible Personal Property Tax	\$89,000.00							
15. Delinquent Tax	\$22,000.00							
16. Deed Transfer Tax	\$17,000.00							
17. Occupational Licenses								
18. Beer & Liquor Licenses								

Part Three (continued) Disbursements		Budget Estimate	1/1 thru 3/31	4/1 thru 6/30	7/1 thru 9/30	10/1 thru 12/31	Total YTD	12/31 Unpaid Obligations	Settlement Total
19.	Fiscal Court/Tax Bill Prep	\$2,700.00							
20.									
21.	Payments to Other Districts (describe)								
22.	Tangible Personal Property Tax	\$470,000.00							
23.	Delinquent Tax	\$108,000.00							
24.									
25.	Payments to Sheriff	\$18,500.00							
26.									
27.	Payments to County Attorney	\$31,000.00							
28.	Total Required Payments	\$2,351,200.00	\$0.00	\$0.00	\$0.00	\$0.00			
	Official Expenses								
29.	Personal Services								
30.	County Clerk's Gross Salary	\$80,673.75							
31.	County Clerk's Expense Allowance	\$3,600.00							
32.	Deputies Gross Salaries	\$145,000.00							
33.	Part Time Gross Salaries	\$14,000.00							
34.	Employee Bonds	\$500.00							
	Unemployment Insurance								
35.	Employee Benefits								
36.	Employer's Share S.S. (7.65%)	\$19,500.00							
37.	Employer's Share Ret.	\$55,000.00							
38.	Employer Paid Health Insurance	\$30,500.00							
39.	Other Payroll Disbursements								
40.	Contracted Services								
41.	Fish & Game								
42.	Advertising	\$5,000.00							
43.	Xerox	\$6,000.00							

Part Three (continued) Disbursements	Budget Estimate	1/1 thru 3/31	4/1 thru 6/30	7/1 thru 9/30	10/1 thru 12/31	Total YTD	12/31 Unpaid Obligations	Settlement Total
44.								
45.								
46. Supplies & Materials (describe)								
47. Office Supplies	\$12,000.00							
48.								
49. Other Charges (describe)								
50. Conventions & Travel	\$5,000.00							
51. Dues	\$1,000.00							
52. Postage	\$5,000.00							
53. Misc	\$27,000.00							
54.								
55. Debt Service (Borrowed money, interest, lease/purchases)								
56. Principal on Note								
57. Interest								
60. Computer Lease								
61. Capital Outlay (Outright purchases on tangible items lasting in nature)								
62. Office Equipment	\$3,000.00							
63. Computer Upgrade	\$4,000.00							
64. Computer Software & Support	\$20,000.00							
65. Office Upgrade	\$4,000.00							
66.								
67.								
67. Total Official Expenses	\$2,791,973.75							
For offices that fee pool, pay fees to county prior to December 31, or counties over 70,000 in population, show payments made on lines 68 and 69.								
68. Payments to County Treasurer								
69. Payments to State Treasurer								
Enter total of lines 28, 67, 68 and 69 on line 70								
70. Total Disbursements	\$2,791,973.75							

Copy the figure shown on Line 70 in the Budget Estimate column to the Summary on page 1, column 1, line 2. Copy the figure shown on Line 70 in the Total YTD column to page 1, column 2, line 2. Copy the figure shown on Line 70 in the Unpaid column (use for 12/31 report only) to page 1, line 10.

**ANNUAL ORDER SETTING MAXIMUM AMOUNT
FOR DEPUTIES AND ASSISTANTS**

Pursuant to KRS 64.530(3), "...The fiscal court shall fix annually the maximum amount, including fringe benefits, which the officer may expend for deputies and assistants...".

The fiscal court of Powell County in compliance with state law hereby sets the maximum amount which the County Clerk (specify county clerk or sheriff) of Powell County may expend from fees during calendar year 2019 at \$ 233,000.00 for deputies, assistants and other employees. The maximum amount as set includes all amounts paid from fees for:

- Full time salaries and wages
- Overtime wages
- Part time salaries and wages
- Vacation and sick leave
- Health insurance
- Insurance other than health
- Employer match SS/Retirement
- Other _____
- Other _____

Motion made by Magistrate Donna Gobbard, second by Magistrate Dennis Combs

Vote 6-0

Signed Cynthia C. Trigg Fiscal Court Clerk
Date 11/8/19