

Form For Budget, Cumulative Quarterly Report and Annual Settlement For Calendar Year 2016

Butler County Sheriff

Part One - Summary and Reconciliation of All Accounts

| Show & Describe All Accounts | Column 1 | Column 2 | Column 3 | Column 4 | Column 5 |
|------------------------------------|-------------------------------------|---------------------------------------|------------------------------|------------------------------|------------------------------|
| | 2016 Fee Account Budget Estimate | 2016 Fee Account Cumulative Actual | Account (NOT FEE ACCOUNT) | Account (NOT FEE ACCOUNT) | Account (NOT FEE ACCOUNT) |
| 1. Receipts YTD | \$537,367.36 | | | | |
| 2. Total Disbursements YTD | \$537,367.36 | | | | |
| 3. Book Balance/Excess Fees | | | | | |
| 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 _____ day of _____, 20____.

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

County Judge/Executive _____ Date _____

Signature of County Sheriff _____ Date _____

| Part Three Disbursements | Budget Estimate | 1/1 thru 3/31 |
|---|--------------------|------------------|
| Official Expenses | | |
| 1. Personal Services | | |
| 2. Sheriff's Gross Salary | \$82,752.12 | |
| 3. Deputies' Gross Salaries | \$178,655.00 | |
| 4. Part Time Gross Salaries | \$33,354.40 | |
| 5. Clerks Gross Salaries | \$31,824.00 | |
| 6. Overtime Gross/Comp | \$5,000.00 | |
| 7. KLEFPF | \$21,772.80 | |
| 8. Bailiff / Court Security Gross Salaries | \$18,720.00 | |
| 0. School Resource Officer Gross Salaries | \$36,402.56 | |
| 1. Capital Outlay (outright purchase of tangible items lasting in nature) | | |
| 2. Office Equipment | | |
| 3. Vehicles | \$7,832.52 | |
| 4. Debt Service (Borrowed money, interest, lease / purchase) | | |
| 5. State Advancement | \$30,000.00 | |
| 6. Notes | | |
| 7. Employee Benefits | | |
| 8. Employee Benefits - Match | \$28,000.00 | |
| 9. Training Fringe Benefit (HB810) | \$3,941.00 | |
| 0. Contracted Services | | |
| 1. Advertising | | |
| 2. Vehicle maintenance and repairs | \$4,000.00 | |
| 3. Payroll Services | \$600.00 | |
| 4. Computer Services | \$8,000.00 | |
| 5. Transport Services | \$1,000.00 | |
| 6. Supplies and Materials (Tangible items with limited lifespan) | | |
| 7. Office Materials and supplies | \$2,500.00 | |
| 8. Uniforms | \$4,000.00 | |
| 9. Gasoline | \$22,000.00 | |
| 0. Equipment / Supplies | \$2,288.96 | |
| 1. | | |
| 2. Other Charges (Non-contracted services, nontangible items) | | |
| 3. Sheriff's Convention | \$0.00 | |
| 4. Dues | \$0.00 | |
| 5. Postage | \$4,000.00 | |
| 6. Petty Cash | \$300.00 | |
| 8. Butler County Treasurer - SRO | \$9,424.00 | |
| 9. Mileage on Personal Vehicles | | |
| 0. Vehicle Expense | | |
| 1. Bond | | |
| 2. K-9 | \$500.00 | |
| 3. Miscellaneous | \$500.00 | |
| 4. Totals for Page | \$537,367.36 | |

| Part Two Receipts | Budget Estimate | 1/1 thru 3/31 |
|---|--------------------|------------------|
| 1. Federal Grants | | |
| 2. State Grants | | |
| 3. State - KLEFPF | \$21,772.80 | |
| 4. Return Of Fugitives | \$850.00 | |
| 5. Finance and Adminstration Cab. | \$14,000.00 | |
| 6. Cabinet Human Resources | | |
| 7. Circuit Clerk | | |
| 8. Sheriff Security Services | \$2,700.00 | |
| 9. Fines/Fees Collected | \$2,300.00 | |
| 10. Court Ordered Payments | \$0.00 | |
| 11. Fiscal Court (includes Election Comm.) | \$500.00 | |
| 12. Fiscal Court Allowance | \$195,630.00 | |
| 13. Butler County Match | \$28,000.00 | |
| 14. Training Incentive | \$0.00 | |
| 15. Transport Prisoners / Juveniles | \$1,000.00 | |
| 16. Misc. Fiscal Court (includes Election Comm. | \$0.00 | |
| 17. County Clerk (Delinquent taxes) | \$13,758.00 | |
| 18. Commissions on Taxes Collected | \$134,500.00 | |
| 19. Penalties of Taxes Collected | \$10,000.00 | |
| 20. Interest Earned on Tax Accounts | \$100.00 | |
| 21. Fees Collected for Services | | |
| 22. Auto Inspections | \$4,500.00 | |
| 23. Accident/Police Reports | \$300.00 | |
| 24. Serving Papers | \$25,000.00 | |
| 25. Duplicate Tax Bill Fee | \$300.00 | |
| 26. CCDW | \$4,500.00 | |
| 27. Fingerprinting | \$100.00 | |
| 28. Telecommunication Tax Distribution | \$430.00 | |
| 29. School Resource Officer | \$45,826.56 | |
| 30. Transports Reimbursements | \$500.00 | |
| 32. | | |
| 33. | | |
| 34. | | |
| 35. Total Revenues | \$506,567.36 | |
| 36. Petty Cash | \$300.00 | |
| 37. Borrowed Money | | |
| 38. State Advancement | \$30,000.00 | |
| 39. Bank Note | | |
| 40. Miscellaneous | \$500.00 | |
| 41. Total Receipts (Total lines 22 through 26) | \$537,367.36 | |

Copy the figures shown on line 27 in the Budget Estimate column