

Form For Budget, Cumulative Quarterly Report and Annual Settlement For Calendar Year 2018

Butler County Sheriff

Part One ~ Summary and Reconciliation of All Accounts

Show & Describe All Accounts	Column 1 2018 Fee Account Budget Estimate	Column 2 2018 Fee Account Cumulative Actual	Column 3 Account (NOT FEE ACCOUNT)	Column 4 Account (NOT FEE ACCOUNT)	Column 5 Account (NOT FEE ACCO
1. Receipts YTD	\$598,875.75				
2. Total Disbursements YTD	\$598,875.75				
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 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 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 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 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 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 _12_ day of _December_, 2016.

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

County Judge/Executive _____ Date _____ Signature of County Sheriff _____ Date _____

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
1. Federal Grants							
2. State Grants							
3. State - KLEFP	\$26,219.38						
4. Return Of Fugitives	\$2,500.00						
5. Finance and Administration Cab.	\$29,000.00						
6. Cabinet Human Resources							
7. Circuit Clerk							
8. Sheriff Security Services	\$3,500.00						
9. Fines/Fees Collected	\$3,000.00						
10. Court Ordered Payments	\$0.00						
11. Fiscal Court (includes Election Comm)	\$0.00						
12. Fiscal Court Allowance	\$206,730.34						
13. Butler County Match	\$28,500.00						
14. Training Incentive	\$0.00						
15. Transport Prisoners / Juveniles	\$700.00						
16. Misc. Fiscal Court (includes Election Comm.	\$0.00						
17. County Clerk (Delinquent taxes)	\$13,000.00						
18. Commissions on Taxes Collected	\$146,000.00						
19. Penalties of Taxes Collected	\$13,000.00						
20. Interest Earned on Tax Accounts	\$25.00						
21. Fees Collected for Services							
22. Auto Inspections	\$4,500.00						
23. Accident/Police Reports	\$400.00						
24. Serving Papers	\$17,500.00						
25. CCDW	\$5,500.00						
26. Fingerprinting	\$150.00						
27. Telecommunication Tax Distribution	\$430.00						
28. School Resource Officer's	\$52,121.03						
29. Transports Reimbursements	\$300.00						
30. BC Drug Free Grant	\$15,000.00						
31.							
32.							
33. Total Revenues	\$568,075.75						
34. Petty Cash	\$300.00						
35. Borrowed Money							
36. State Advancement	\$30,000.00						
37. Bank Note							
40. Miscellaneous	\$500.00						
41. Total Receipts (Total lines 22 through 26)	\$598,875.75						

Copy the figures shown on line 27 in the Budget Estimate column to the Summary on page 1, column 1, line 1. Copy the figure shown on line 27 in the Total YTD column to page 1, column 2, line 1. Copy the figure shown on line 27 in 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	Unpaid Obligations 12/31	Se
Official Expenses								
Personal Services								
1. Sheriff's Gross Salary	\$85,085.18							
2. Deputies' Gross Salaries	\$187,167.54							
3. Part Time Gross Salaries	\$36,655.74							
4. Clerks Gross Salaries	\$33,280.00							
5. Overtime Gross/Comp	\$8,678.00							
6. KLEFPF	\$22,000.00							
7. Bailiff / Court Security Gross Salaries	\$28,862.88							
8. School Resource Officer Gross Salaries	\$54,621.03							
9. Capital Outlay (outright purchase of tangible items lasting in nature)								
10. Office Equipment	\$15,065.00							
11. Vehicles								
12. Debt Service (Borrowed money, interest, lease / purchase)	\$30,000.00							
13. State Advancement								
14. Notes								
15. Employee Benefits								
16. Employee Benefits - March	\$29,500.00							
17. Training Fringe Benefit (HBS10)	\$3,941.00							
18. Contracted Services								
19. Advertising								
20. Vehicle maintenance and repairs	\$4,000.00							
21. Payroll Services	\$500.00							
22. Computer Services	\$6,500.00							
23. Transport Services	\$2,500.00							
24. Supplies and Materials (Tangible items with limited lifespan)								
25. Office Materials and supplies	\$3,000.00							
26. Uniforms	\$4,000.00							
27. Gasoline	\$20,000.00							
28. Equipment / Supplies	\$1,500.00							
29. Other Charges (Non-contracted services, nontangible items)								
30. Sheriff's Convention	\$0.00							
31. Dues	\$0.00							
32. Postage	\$4,000.00							
33. Petty Cash	\$300.00							
34. Butler County Treasurer - KLEFPF	\$4,219.38							
35. Butler County Treasurer - SRO	\$12,500.00							
36. Mileage on Personal Vehicles								
37. Vehicle Expense								
38. Bond	\$500.00							
39. K-9	\$500.00							
40. Miscellaneous								
41. Totals for Page	\$598,875.75							