


**HARDIN COUNTY FISCAL COURT
RESOLUTION NO. 2022-032**

BE IT RESOLVED, to approve an amendment to the Hardin County Clerk's CY 2022 Budget.

ADOPTED, by the Hardin County Fiscal Court in its regular meeting on 22 February 2022.


Harry L. Berry
Hardin County Judge/Executive

ATTEST:


Debbie Donnelly
Hardin County Clerk

AMEND
GENERAL TERM ORDER

County of Hardin Date 2/15/2022

Office of Hardin County Clerk Order Authorizing Expenditures
Calendar Year 2022

Comes Debbie Donnelly, in person and writing filed, in accordance with KRS 64.345, requesting the authorization of expenditures for his/her office for the calendar year 2022

Whereas, the receipts, to the 75% account, of the office of the County Clerk for the calendar year 2020 were \$ 2,207,090.14 and for the calendar year 20 21 were \$ 2,307,864.48 and, whereas, I estimate the receipts for the calendar year 20 22 to be \$ 2,582,492.41.

Estimated Receipts Calendar Year 20 22 \$ 2,582,492.41

Surplus or (Deficit) December 31, 20 20 \$ 0.00

Estimated Funds Available Calendar Year 20 22 \$ 2,582,492.41

It is hereby moved that the Hardin County Clerk be allowed to expend the total sum of \$ 2,582,492.41 for the operation of the office during the calendar year 20 22.

It is hereby further requested that this total sum of \$ 2,582,492.41 be allocated as follows:

Salaries and Employer's Share of F.I.C.A. Retirement & Insurance	\$ <u>2,335,492.41</u>
Regular Office Expenses	\$ <u>147,000.00</u>
Equipment	\$ <u>100,000.00</u>
Total	\$ <u>2,582,492.41</u>

The Hardin County Clerk further requests, that with the amount of \$ 2,335,492.41

requested for salaries, F.I.C.A., Retirement and Insurance that he/she be allowed to employ deputies as listed on Page two of this request with the understanding that all deputies will serve at the pleasure of the said Hardin County Clerk with the Hardin County Clerk having full power of substitution from time to time as he/she may see fit.

Respectfully submitted,

Debbie Donnelly
[Signature]

APPROVED AND ORDERED BY:

AMEND
**Breakdown of
 Request for Salaries, F.I.C.A.
 Retirement and Insurance**

	Each Monthly Salary Not to Exceed	Annual Salary Each Deputy	Retirement Employee	Retirement Employer	Annual Salary Less Employee Retirement	F. I. C. A.	Insurance	Payroll Cost Each Deputy	Total Payroll Cost
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
Elected Official	\$ 11,000.00	\$ 132,000.00	\$ -	\$ 35,574.00	\$ -	\$ 10,098.00	\$ 8,318.63	\$ -	\$185,991.44
2 Deputies	\$ 6,311.70	\$75,740.40		\$20,412.04	\$ -	\$5,794.14	\$12,120.84	\$114,067.42	\$228,134.84
3 Deputies	\$5,680.62	\$ 68,167.44	\$ -	\$ 18,371.13	\$ -	\$ 5,214.81	\$ 8,484.48	\$ 100,237.86	\$ 300,713.58
1 Deputies	\$ 4,545.82	\$ 54,549.84	\$ -	\$ 14,701.18	\$ -	\$ 4,173.06	\$ 14,822.64	\$ -	\$ 88,246.72
3 Deputies	\$ 3,975.00	\$ 47,700.00	\$ -	\$ 12,855.15	\$ -	\$ 3,649.05	\$ 8,484.48	\$ 72,688.68	\$ 218,066.04
3 Deputies	\$ 3,525.56	\$ 42,306.72	\$ -	\$ 11,401.66	\$ -	\$ 3,236.46	\$ 9,183.96	\$ 66,128.80	\$ 198,386.40
4 Deputies	\$ 3,148.46	\$ 37,781.52	\$ -	\$ 10,182.12	\$ -	\$ 2,890.29	\$8,443.08	\$ 59,297.01	\$ 237,188.04
12 Deputies	\$ 2,813.18	\$ 33,758.16		\$9,097.82		\$ 2,582.50	\$ 8,332.20	\$ 53,770.68	\$645,248.16
2 part-time Deputy overtime	\$ 1,500.00	\$ 18,000.00		\$ 8,085.00		\$ 1,377.00		\$ 19,377.00	\$ 38,754.00
1 Deputies	\$ 3,975.00	\$ 39,750.00		\$ 10,712.63		\$ 2,295.00		\$ 40,380.00	\$ 40,380.00
2 Deputies	\$ 2,813.18	\$ 28,131.80		\$ 7,581.52		\$ 3,040.88	\$ 8,484.48	\$ 61,987.99	\$ 61,987.99
						\$ 2,152.08	\$ 8,332.20	\$ 46,197.60	\$ 92,395.20
Hazardous Retirement:		Employee 8%	and Employer	44.33%				Grand Total	\$ 2,335,492.41
NonHazardous Retirement:		Employee 5%	and Employer	26.95%					
FICA:		Employee	and Employer	7.65%					

1. Please use separate line for employees with Hazardous Retirement.
 2. Use asterisk (*) to denote Hazardous Positions.

Form For Budget, Cumulative Quarterly Report and Annual Settlement For Calendar Year 2022

HARDIN County Clerk

Part One - Summary and Reconciliation of All Accounts

Show & Describe All Accounts	Column 1 20 <u>22</u> Fee Account Budget Estimate	Column 2 20__ 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	\$32,955,700.00				
2. Total Disbursements YTD	\$31,215,979.68				
3. Book Balance/Excess Fees	\$1,739,720.32				
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, 100 Airport Road, Third Floor Frankfort, KY 40601 by the 30th day following the close of each quarter. Fax # 502-227-8691 / Ph # 502-892-3487.

Approved by the fiscal court on the 22 day of February, 2022

[Signature] County Judge/Executive
22 Feb 2022 Date

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

 Signature of County Clerk 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	Settlement Total
1. Federal Grants/Reimbursements								
2. State Grants								
3. State Fees For Services								
4. Fiscal Court								
5. Revenue Supplement (< 20,000 pop)								
6. Licenses and Taxes								
7. Motor Vehicle:								
8. Licenses and Transfers	\$3,700,000.00							
9. Usage Tax	\$16,000,000.00							
10. Tangible Personal Property Tax	\$10,000,000.00							
11. Notary Fees	\$60,000.00							
12.								
13. Licenses: (describe)								
14. Fish and Game								
15. Marriage	\$25,000.00							
16. Occupational	\$11,000.00							
17. Beer & Liquor								
18. Document Storage	\$200,000.00							
19.								
20. Deed Transfer Tax	\$500,000.00							
21. Delinquent Taxes	\$1,000,000.00							
22. Fees Collected for Services								
23. Recordings:								
24. Deeds, Easements, and Contracts	\$200,000.00							
25. Real Estate Mortgages	\$300,000.00							
26. Chattel Mortgages & Financing S	\$250,000.00							
27. Powers of Attorney	\$15,000.00							
28. All Other Recordings	\$300,000.00							
29. Charges for Other Services:								
30. Copywork	\$13,000.00							
31. Postage	\$180,000.00							

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: (Miscellaneous	\$30,000.00							
33. Candidate Filing Fee	\$6,000.00							
34. Affordable Housing Trust	\$165,000.00							
35. Interest Earned	\$700.00							
36.								
37. Total Revenues	\$32,955,700.00							
38. Petty Cash								
39. Borrowed Money								
40. Total Receipts	\$32,955,700.00							

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	\$2,900,000.00							
4. Usage Tax	\$15,520,000.00							
5. Tangible Personal Prop Tax	\$3,700,000.00							
6. Licenses: (describe)								
7. Fish & Game								
8. Marriage Licenses								
9. Affordable Housing Trust	\$165,000.00							
10. Delinquent Tax	\$82,000.00							
11. Legal Process Tax	\$100,000.00							
12. Other Services								
13. Payments to Fiscal Court (describe)								
14. Tangible Personal Property Tax	\$750,000.00							
15. Delinquent Tax	\$90,000.00							
16. Deed Transfer Tax	\$475,000.00							
17. Occupational Licenses	\$5,900.00							
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								
20.								
21. Payments to Other Districts (describe)								
22. Tangible Personal Property Tax	\$4,100,000.00							
23. Delinquent Tax	\$495,000.00							
24.								
25. Payments to Sheriff	\$72,000.00							
26.								
27. Payments to County Attorney	\$120,000.00							
28. Total Required Payments	\$28,574,900.00	\$0.00	\$0.00	\$0.00	\$0.00			
Official Expenses								
29. Personal Services								
30. County Clerk's Gross Salary	\$132,000.00							
31. County Clerk's Expense Allowance	\$3,600.00							
32. Deputies Gross Salaries	\$1,409,160.31							
33. Part Time Gross Salaries	\$18,000.00							
34. Overtime Gross	\$30,000.00							
35. Unemployment Insurance								
36. Employee Benefits								
37. Employer's Share S.S. (7.65%)	\$117,105.50							
38. Employer's Share Ret.	\$395,264.55							
39. Employer Paid Health Insurance	\$284,749.32							
40. Other Payroll Disbursements								
41. Training Fringe Benefit (HB 810)	\$4,200.00							
42. Contracted Services								
43. Fish & Game								
44. Advertising								
45. Printing & Binding								

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
46. Office Furniture	\$10,000.00							
47.								
48. Supplies & Materials (describe)								
49. Office Supplies	\$75,000.00							
50.								
51. Other Charges (describe)								
52. Conventions & Travel	\$10,000.00							
53. Dues	\$4,000.00							
54. Postage	\$20,000.00							
55. Misc.	\$28,000.00							
56.								
57. Debt Service (Borrowed money, interest, lease/purchases)								
58. Principal on Note								
59. Interest								
60. Computer Lease								
61. Capital Outlay (Outright purchases on tangible items lasting in nature)								
62. Office Equipment	\$100,000.00							
63. Vehicle								
64.								
65.								
66. Transfer to refund account								
67. Total Official Expenses	\$31,215,979.68							
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	\$31,215,979.68							

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.

Part Four - Liabilities Outstanding

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

~~2020~~ **2022**

Quarter ending _____

Multi-year Issues	Issue	Issue	Totals
Where Budgeted			
Description			
Term (# of Years)			
Current Interest Rate			
Issue Date			
Total Principal Amount			
Total Interest Amount			
Total Issue			
Principal Balance Remaining			
Interest Balance Remaining			
Less Reserve Earnings			
Net Outstanding			
Next Payment Date			
Next Payment Amount			
Final Payment Date			
Short Term Liabilities	Issue	Issue	
Where Budgeted			
Description			
Term			
Current Interest Rate			
Issue Date			
Total Principal Amount			
Total Interest Amount			
Total Issue			
Principal Balance Remaining			
Interest Balance Remaining			
Total Outstanding			
Next Payment Date			
Next Payment Amount			
Final Payment Date			
Total Outstanding Debt	<small>(If no outstanding advancements, loans, leases, or other debt, show "\$0".)</small>		

Comments: