

BUDGET REVIEW CHECKLIST FY 2022 - 2023

County Name: _____ Date Received: _____

4. REVIEW OF MANDATED APPROPRIATIONS _____

Received By (circle one): Mail Hand-Delivered E-Mail Internet

1. INITIAL REVIEW OF PROPOSED BUDGET _____

	YES	NO
Notification of adopted property tax rates	<input type="checkbox"/>	<input type="checkbox"/>
Copy of tax rates to _____	<input type="checkbox"/>	<input type="checkbox"/>
Current quarterly report on file	<input type="checkbox"/>	<input type="checkbox"/>
Proposed budget signed & dated by judge/executive	<input type="checkbox"/>	<input type="checkbox"/>
Proposed budget includes Liabilities Section	<input type="checkbox"/>	<input type="checkbox"/>
Standing orders included	<input type="checkbox"/>	<input type="checkbox"/>
County Fee Budgets Submitted	<input type="checkbox"/>	<input type="checkbox"/>
2021-2022 Budget & Amendments on file	<input type="checkbox"/>	<input type="checkbox"/>

If any of the foregoing are marked "NO", contact county.
Do not proceed until items received.

County contacted by (initial) _____ on (date) _____ (time) _____
Name and Title of Person Contacted _____
Phone number _____ Notes: _____

Date ALL Item #1 Materials Received: _____

Field Person (circle one):
 Lisa Dale Will Summersett Tom Dobson Jaarad Taylor

2. MATH CHECK

	CHECKED	DOUBLE CHECKED	YES	NO
Receipts Total	<input type="checkbox"/>	<input type="checkbox"/>		
Transfers Balance	<input type="checkbox"/>	<input type="checkbox"/>		
Appropriations Total	<input type="checkbox"/>	<input type="checkbox"/>		
Appropriations = Receipts	<input type="checkbox"/>	<input type="checkbox"/>		
Summary Totals	<input type="checkbox"/>	<input type="checkbox"/>		

3. REVIEW OF ESTIMATED RECEIPTS _____

Receipts estimates	Surplus estimates	Notes
General Fund <input type="checkbox"/> OKAY	General Fund <input type="checkbox"/> OKAY	_____
Road Fund <input type="checkbox"/>	Road Fund <input type="checkbox"/>	_____
Jail Fund <input type="checkbox"/>	Jail Fund <input type="checkbox"/>	_____
LGEA Fund <input type="checkbox"/>	LGEA Fund <input type="checkbox"/>	_____
Other Fund(s) <input type="checkbox"/>	Other Fund(s) <input type="checkbox"/>	_____
CDBG \$ <input type="checkbox"/>		_____
Real & Personal rates separated <input type="checkbox"/>		_____
Tele. Commissions in Jail Fund <input type="checkbox"/>		_____

COMPLIANCE

	COMPLIANCE	Notes
Elected officials salaries 101	<input type="checkbox"/>	_____
Clerk/Sheriff salaries fully funded	<input type="checkbox"/>	_____
Training Fringe Benefit funded	<input type="checkbox"/>	_____
Bond premiums 531	<input type="checkbox"/>	_____
PVA Contribution 5030-367	<input type="checkbox"/>	_____
Law Librarian (\$600-\$1200) 5060-101	<input type="checkbox"/>	_____
County Attorney Secretary 5005-165	<input type="checkbox"/>	_____
Election Expenses 5065	<input type="checkbox"/>	_____
Treasurer 5040-102	<input type="checkbox"/>	_____
Public Defender (\$.125) 5175-903	<input type="checkbox"/>	_____
Dog Warden 5205-102	<input type="checkbox"/>	_____
Borrowed Money Repayment 7500-603	<input type="checkbox"/>	_____
Debt Service	<input type="checkbox"/>	_____
Unemployment Insurance 9400-208	<input type="checkbox"/>	_____
Worker's Compensation 9400-209	<input type="checkbox"/>	_____
Social Security 7.65% 9400-201	<input type="checkbox"/>	_____
Retirement 26.79%, 49.59% 9400-202	<input type="checkbox"/>	_____
Road Cost Allocations documented	<input type="checkbox"/>	_____
Road Costs Allocated < \$223,214.00	<input type="checkbox"/>	_____
Road Supervisor 6103-102	<input type="checkbox"/>	_____
National Forestry Receipts 02-9500-902	<input type="checkbox"/>	_____
Juvenile Costs 5102	<input type="checkbox"/>	_____
LGEA Budgeted	<input type="checkbox"/>	_____
Bank Charges coded 9100-503	<input type="checkbox"/>	_____
FC Pymt to Fee Ofc/Fee Budget	<input type="checkbox"/>	_____
499 & 599 categories <\$1,000 per function code	<input type="checkbox"/>	_____

5. REVIEW OF ACCOUNT CODES

UNIFORM	
Salaries 101-199	<input type="checkbox"/>
Fringes 9400	<input type="checkbox"/>

6. TOTAL BUDGET

Notes _____

7. SLFO APPROVAL

Date submitted to SLFO for signature _____
 Date signed _____ Date Ltr. signed _____
 Date Mailed to county _____