



Auditor of Public Accounts
Mike Harmon

FOR IMMEDIATE RELEASE

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Harmon Releases Agreed-Upon Procedures Engagement of Bullitt County Clerk's Fee Account

FRANKFORT, Ky. – State Auditor Mike Harmon today released the 2018 agreed-upon procedures engagement of Bullitt County Clerk Kevin Mooney. State law requires the auditor to conduct annual audits of county clerks and sheriffs.

In 2018 the Kentucky General Assembly, following a recommendation by the State Auditor, passed legislation that allows county sheriffs and clerks that met certain criteria to apply for an Agreed-Upon Procedures (AUP) engagement in lieu of an audit of their fee account. The intent of the change, which became effective in July 2018, was to reduce audit costs for sheriffs and clerks that have a history of clean audits, while still maintaining an appropriate level of accountability.

The Bullitt County Clerk applied for and received approval from the Auditor of Public Accounts (APA) to obtain an AUP engagement for calendar year 2018 in accordance with KRS 43.070(1)(c). AUP reports present the procedures performed and the results of those procedures, called findings. Auditors performed the procedures, which were agreed to by the Bullitt County Clerk, on receipts and disbursements, excess fees, recordkeeping, and leases, contracts, and liabilities for the period January 1, 2018 through December 31, 2018.

The following exceptions were identified during the AUP engagement:

- **The county clerk overspent his total general term order by \$13,537.**

County Clerk's Response: Directions were provided to better account for applying to Capital Outlay -v- other line items. This change should provide for no "overspent" condition occurring in the future.

- **The county clerk reconciled all bank accounts monthly but did not properly include outstanding items for the usage tax account.**

County Clerk's Response: We will begin reconciling usage account to \$0 each end of month rather than at the end of year. This change should allow for corrections to be found quicker and fixed monthly, if need.

- **The statutory maximum salary set by the Department for Local Government, which is required to be paid to the clerk, is \$111,702. The county clerk was paid \$111,798.**

County Clerk's Response: This occurred due to a payroll period addition. The auditor explained how it happened and attention is now in place to not repeat this error. The overage will be shorted from 2019 payroll to correct to 2019 overage. This is per the Auditors direction.

- **The county clerk's agreements and contract payments agreed to cost schedules and the services received were appropriate, for official business, and properly authorized. Liabilities requiring disclosure were not properly reported on the fourth quarter financial statement.**

County Clerk's Response: No Response

The county clerk's responsibilities include collecting certain taxes, issuing licenses, maintaining county records and providing other services. The clerk's office is funded through statutory fees collected in conjunction with these duties.

The agreed-upon procedures report can be found on the [auditor's website](#).

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