

Henderson County Schools

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<http://www.hendersonschools.net>



July 7, 2011

To: Dr. Thomas L. Richey, Superintendent and School Board Members

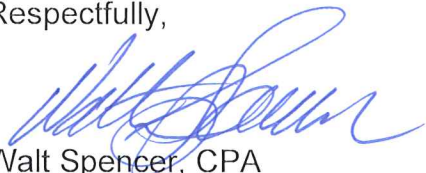
From: Walt Spencer CPA

Re: Capital Funds Request Form Approval

The School Board approved a BG-1 last month to replace floor covering at East Heights Elementary and Jefferson Elementary in the amount of \$76,500. On this BG-1 we requested the use of Capital Outlay Cash as the funding source for this project. The attached Capital Funds request form requesting KDE approval to use these funds for this project. This form requires the district to show the current year's receipts in this fund and the amount of the project and the form shows a remaining Capital Outlay Fund Balance of \$551,186.00. The fund is used to make Bond payments and fund Capital projects using cash as well. In order to use these funds we are confirming that the district will use 80% or less of these funds for debt service payments. In the current year's budget the fund has a contingency balance of \$1,240,345.00 which will more than cover this \$76,500.00 expenditure.

We respectfully request your approval of the Capital Funds Request Form in the amount of \$76,500.00.

Respectfully,



Walt Spencer, CPA
Asst. Superintendent of Finance

cc: James Taylor, Director of Maintenance

att: 1

WS/ALK

Capital Funds Request Form

Guideline questions (Please Mark your answer (Yes or No) with a X:	Yes		No
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- If the answer to **any** of the above is **yes** then you may request to use uncommitted Capital Outlay funds for general operating expenses.*

\$	627,686.00
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[illegible]

Remaining Capital Outlay Fund Balance	\$	551,186.00
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If the answer to **all** of the above is **no** then you may request to use current Capital Outlay funds as well as Building Fund and Construction Funds as needed for general operating expenses.

Please include the current year Building Funds (320) received:

\$ -

List MUNIS Org Code, MUNIS Object Code, MUNIS Project Code, itemized description, expenditure amount and BG-1 number if applicable.

Org Code	Object Code	Project Code	Itemized Description (Attach additional pages if needed)	Requested Amount	Associated BG-1 # (If applicable)
				\$ -	
				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
Remaining Building Fund Balance				\$ -	

Please include the current year Construction Funds (360) received:

\$ -

List MUNIS Org Code, MUNIS Object Code, MUNIS Project Code, itemized description, expenditure amount and BG-1 number if applicable.

Org Code	Object Code	Project Code	Itemized Description (Attach additional pages if needed)	Requested Amount	Associated BG-1 # (If applicable)
				\$ -	
				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
				0.00	
Remaining Construction Fund Balance				\$ -	

I certify that the information submitted on this request form is accurate, has been properly reviewed and is being submitted in accordance with the Capital fund guidelines.

_____ Finance Officer _____ Date
 _____ Superintendent _____ Date
 _____ Board Chairman _____ Date
 Attached Board Approval Minutes dated: _____ (Required if signatures are not included)

TO BE REVIEWED BY: DIVISION OF DISTRICT SUPPORT

Request is Approved ☐ Request is Denied ☐
 Comments: _____ Reviewed by KDE Branch _____
 Date: _____ Date: _____

SCHOOL DISTRICT: Hendeson County Initial: X Revised: _____ BG# _____

II. PROPOSED PLAN TO FINANCE APPLICATION

A. Statement of Probable Costs:

1. Total Construction Cost	<u>\$72,500</u>
2. Architect/Engineer Fee	_____
3. Construction Manager Fee	_____
4. Bond Discount	_____
5. Fiscal Agent Fee	_____
6. Contingencies	<u>\$4,000</u>
7. Site Acquisition	_____
8. Equipment/Furnishings	_____
9. Equipment/Computers	_____
10. Technology Network Sys. (KETS)	_____
11. Other*	_____
12. Other*	_____
13. Other*	_____
14. Other*	_____
15. Other*	_____
16. Other*	_____
Total Estimated Cost	<u>\$76,500</u>

*Define

B. Funds Available:

1. SFCC Cash Requirement	_____
2. SFCC Bond Req.	_____
3. SFCC Bond Sale	_____
4. Local Bond Sale	_____
5. Cash - General Fund	_____
6. Cash - Capital Outlay	<u>\$76,500</u>
7. Cash - Building Fund	_____
8. Cash - Investment Earnings	_____
9. KETS	_____
10. Other	_____
11. Other	_____
12. Other	_____
13. Other	_____
14. Other	_____
15. Other	_____
16. Other	_____
Total Funds Available	<u>\$76,500</u>

THE ABOVE INFORMATION IS A STATEMENT OF PROBABLE COST AND FUNDS AVAILABLE AND IS REQUIRED TO BE REVISED TO CORRESPOND TO ACTUAL BIDS RECEIVED PRIOR TO THE SIGNING OF CONSTRUCTION CONTRACTS.

stated funds are available and designated for this project during this fiscal year.

_____ Superintendent	_____ Date
_____ Finance Officer	_____ Date
_____ Chairman	_____ Date

ORIGINAL SIGNATURES REQUIRED

NOTE: Any district anticipating the financing of this and/or other projects in a combined school revenue Bond should discuss the financing with the Director/Branch Manager, Division of District Operations.

TO BE COMPLETED ON INITIAL APPLICATION:

This building project application is approved by the Division of Facilities Management indicating compliance with current Facility Plan or minor project under 702 KAR 4:180.

Comments: _____

Director/Branch Manager, Facilities Management

Date: _____

TO BE COMPLETED ON INITIAL & REVISED APPLICATION:

Tentative financial approval based upon information provided to this office in support of projected cost.

Comments: _____

Director/Branch Manager, Division of District Operations

Date: _____

TO BE COMPLETED ON INITIAL APPLICATION:

This building project application is hereby approved according to the conditions outlined in the application. Proceed in accordance with the attached submittal checklist.

Comments: _____

Associate Commissioner, District Support Services

Date: _____

LOCAL BOARD ORDER AUTHORIZING PROJECT AND NARRATIVE JUSTIFICATION MUST BE ATTACHED