



Melody Davis  
Chief Deputy

**ROBYN BOSWELL**  
Muskogee County Court Clerk

Joe Church  
2nd Deputy

July 25, 2022

Board of County Commissioners  
Muskogee County  
400 West Broadway  
Muskogee, OK 74401

RE: Preservation Fund account  
Annual Report

Dear Chairman of the Board:

Please find enclosed the FY '22 Annual Report for the Preservation Fund account.  
Should you have any questions, please don't hesitate to contact me.

Sincerely,

Robyn Boswell  
Muskogee County Court Clerk

/rb



\_\_\_\_ 1 \_\_\_\_ day of Aug 2022  
Chairman [Signature]  
Member [Signature]  
Member [Signature]  
Attest [Signature]  
County Clerk

## Court Clerk Records Management and Preservation Monthly Report

OSAI Form #1727 (2019)  
28 O.S. §§ 31.3 & 152

County: MUSKOGEE  
Reporting Period: June 2021

Finalized/Modified Date: 06/04/2021

<b>Beginning Balance</b>	\$ 68,999.33
<b>Fees Collected</b>	\$ 4,214.66
<b>Cancelled Vouchers</b>	\$ 0.00

**Expenditures:**

Archiving/digitizing services	\$ 0.00
Equipment	\$ 0.00
Equipment maintenance	\$ 0.00
Salaries and benefits	\$ 0.00
Supplies	\$ 0.00
Training	\$ 0.00
Travel	\$ 0.00
Storage	\$ 0.00
Miscellaneous (please itemize)	\$ 0.00

<b>Total Expenditures</b>	\$ 0.00
<b>Ending Balance</b>	\$ 73,213.99

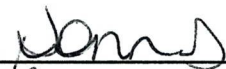
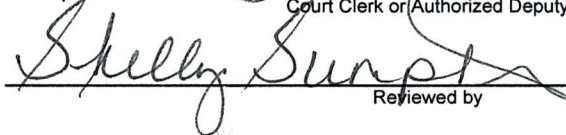
**Balance on Treasurer's Ledger** (Treasurer/Deputy Initials \_\_\_\_\_) \$ 0.00

**Reconciling Items:**


Outstanding Vouchers	\$ 0.00
Minus: Outstanding Deposits	\$ 0.00

**Reconciled Balance** \$ 73,213.99

The above is a true and correct report of all fees collected and expended in accordance with 28 O.S. § 31.3

	6-4-21
Court Clerk or Authorized Deputy	Date
	9.22.21
Reviewed by	Date

Filed with Board of County Commissioners on: \_\_\_\_\_

Signature of BOCC Chairperson:  \_\_\_\_\_

Filed with Administrative Director of the Courts on: \_\_\_\_\_

## Court Clerk Records Management and Preservation Monthly Report

OSAI Form #1727 (2019)  
28 O.S. §§ 31.3 & 152

County: MUSKOGEE  
Reporting Period: July 2021

Finalized/Modified Date: 07/07/2021

<b>Beginning Balance</b>	\$ 73,213.99
<b>Fees Collected</b>	\$ 4,850.13
<b>Cancelled Vouchers</b>	\$ 0.00

**Expenditures:**

Archiving/digitizing services	\$ 0.00
Equipment	\$ 0.00
Equipment maintenance	\$ 0.00
Salaries and benefits	\$ 0.00
Supplies	\$ 0.00
Training	\$ 0.00
Travel	\$ 0.00
Storage	\$ 0.00
Miscellaneous (please itemize)	\$ 0.00

<b>Total Expenditures</b>	\$ 0.00
<b>Ending Balance</b>	\$ 78,064.12

**Balance on Treasurer's Ledger** (Treasurer/Deputy Initials \_\_\_\_\_) \$ 0.00

**Reconciling Items:**

Outstanding Vouchers	\$ 0.00
Minus: Outstanding Deposits	\$ 0.00

**Reconciled Balance** \$ 78,064.12

The above is a true and correct report of all fees collected and expended in accordance with 28 O.S. § 31.3

[Signature] \_\_\_\_\_ 7-7-21  
Court Clerk or Authorized Deputy Date

[Signature] \_\_\_\_\_ 7/7/21  
Reviewed by Date  
Shelly Sumpter \_\_\_\_\_ 9.22.21

Filed with Board of County Commissioners on: \_\_\_\_\_

Signature of BOCC Chairperson: [Signature] \_\_\_\_\_

Filed with Administrative Director of the Courts on: \_\_\_\_\_

## Court Clerk Records Management and Preservation Monthly Report

OSAI Form #1727 (2019)  
28 O.S. §§ 31.3 & 152

County: MUSKOGEE  
Reporting Period: August 2021

Finalized/Modified Date: 08/17/2021

<b>Beginning Balance</b>	\$ 78,064.12
<b>Fees Collected</b>	\$ 3,893.37
<b>Cancelled Vouchers</b>	\$ 0.00

**Expenditures:**

Archiving/digitizing services	\$ 0.00
Equipment	\$ 0.00
Equipment maintenance	\$ 0.00
Salaries and benefits	\$ 0.00
Supplies	\$ 0.00
Training	\$ 0.00
Travel	\$ 0.00
Storage	\$ 0.00
Miscellaneous (please itemize)	\$ 0.00

<b>Total Expenditures</b>	\$ 0.00
<b>Ending Balance</b>	\$ 81,957.49


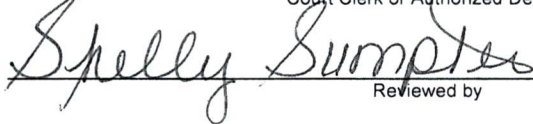
**Balance on Treasurer's Ledger** (Treasurer/Deputy Initials \_\_\_\_\_) \$ 0.00

**Reconciling Items:**


Outstanding Vouchers	\$ 0.00
Minus: Outstanding Deposits	\$ 0.00

**Reconciled Balance** \$ 81,957.49

The above is a true and correct report of all fees collected and expended in accordance with 28 O.S. § 31.3

	8-17-21
Court Clerk or Authorized Deputy	Date
	9.22.21
Reviewed by	Date

Filed with Board of County Commissioners on: \_\_\_\_\_

Signature of BOCC Chairperson:  \_\_\_\_\_

Filed with Administrative Director of the Courts on: \_\_\_\_\_

## Court Clerk Records Management and Preservation Monthly Report

OSAI Form #1727 (2019)  
28 O.S. §§ 31.3 & 152

County: MUSKOGEE  
Reporting Period: September 2021

Finalized/Modified Date: 09/28/2021

<b>Beginning Balance</b>	\$ 81,957.49
<b>Fees Collected</b>	\$ 4,489.01
<b>Cancelled Vouchers</b>	\$ 0.00

**Expenditures:**

Archiving/digitizing services	\$ 0.00
Equipment	\$ 0.00
Equipment maintenance	\$ 0.00
Salaries and benefits	\$ 0.00
Supplies	\$ 0.00
Training	\$ 0.00
Travel	\$ 0.00
Storage	\$ 0.00
Miscellaneous (please itemize)	\$ 0.00

<b>Total Expenditures</b>	\$ 0.00
<b>Ending Balance</b>	\$ 86,446.50

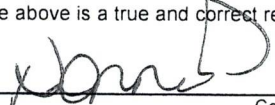
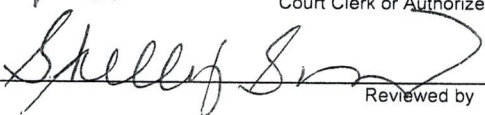
**Balance on Treasurer's Ledger** (Treasurer/Deputy Initials \_\_\_\_\_) \$ 0.00

**Reconciling Items:**

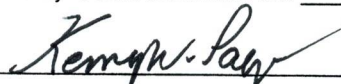
Outstanding Vouchers	\$ 0.00
Minus: Outstanding Deposits	\$ 0.00

**Reconciled Balance** \$ 86,446.50

The above is a true and correct report of all fees collected and expended in accordance with 28 O.S. § 31.3

 Court Clerk or Authorized Deputy	9-28-21 Date
 Reviewed by	12/2/21 Date

Filed with Board of County Commissioners on: \_\_\_\_\_

Signature of BOCC Chairperson:  \_\_\_\_\_

Filed with Administrative Director of the Courts on: \_\_\_\_\_

## Court Clerk Records Management and Preservation Monthly Report

OSAI Form #1727 (2019)  
28 O.S. §§ 31.3 & 152

County: MUSKOGEE  
Reporting Period: October 2021

Finalized/Modified Date: 10/06/2021

<b>Beginning Balance</b>	\$ 86,446.50
<b>Fees Collected</b>	\$ 4,283.32
<b>Cancelled Vouchers</b>	\$ 0.00

**Expenditures:**

Archiving/digitizing services	\$ 0.00
Equipment	\$ 0.00
Equipment maintenance	\$ 0.00
Salaries and benefits	\$ 0.00
Supplies	\$ 0.00
Training	\$ 0.00
Travel	\$ 0.00
Storage	\$ 0.00
Miscellaneous (please itemize)	\$ 0.00

<b>Total Expenditures</b>	\$ 0.00
<b>Ending Balance</b>	\$ 90,729.82


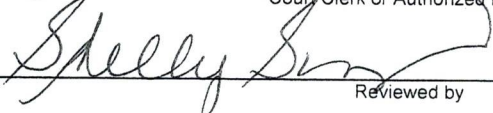
**Balance on Treasurer's Ledger** (Treasurer/Deputy Initials \_\_\_\_\_) \$ 0.00

**Reconciling Items:**

Outstanding Vouchers	\$ 0.00
Minus: Outstanding Deposits	\$ 0.00

**Reconciled Balance** \$ 90,729.82

The above is a true and correct report of all fees collected and expended in accordance with 28 O.S. § 31.3

	10-6-21
Court Clerk or Authorized Deputy	Date
	12/2/21
Reviewed by	Date

Filed with Board of County Commissioners on: \_\_\_\_\_

Signature of BOCC Chairperson:  \_\_\_\_\_

Filed with Administrative Director of the Courts on: \_\_\_\_\_

## Court Clerk Records Management and Preservation Monthly Report

OSAI Form #1727 (2019)  
28 O.S. §§ 31.3 & 152

County: MUSKOGEE  
Reporting Period: November 2021

Finalized/Modified Date: 11/03/2021

Beginning Balance	\$ 90,729.82
Fees Collected	\$ 3,886.29
Cancelled Vouchers	\$ 0.00

**Expenditures:**

Archiving/digitizing services	\$ 0.00
Equipment	\$ 0.00
Equipment maintenance	\$ 0.00
Salaries and benefits	\$ 0.00
Supplies	\$ 0.00
Training	\$ 0.00
Travel	\$ 0.00
Storage	\$ 0.00
Miscellaneous (please itemize)	\$ 0.00

<b>Total Expenditures</b>	\$ 0.00
<b>Ending Balance</b>	\$ 94,616.11

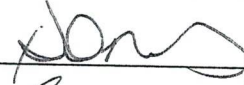
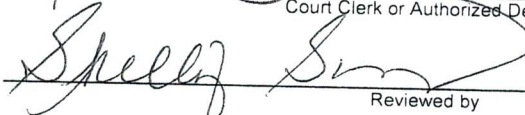
**Balance on Treasurer's Ledger** (Treasurer/Deputy Initials \_\_\_\_\_) \$ 0.00

**Reconciling Items:**

Outstanding Vouchers	\$ 0.00
Minus: Outstanding Deposits	\$ 0.00

**Reconciled Balance** \$ 94,616.11

The above is a true and correct report of all fees collected and expended in accordance with 28 O.S. § 31.3

	11-3-21
Court Clerk or Authorized Deputy	Date
	12/2/21
Reviewed by	Date

Filed with Board of County Commissioners on: \_\_\_\_\_

Signature of BOCC Chairperson:  \_\_\_\_\_

Filed with Administrative Director of the Courts on: \_\_\_\_\_

## Court Clerk Records Management and Preservation Monthly Report

OSAI Form #1727 (2019)  
28 O.S. §§ 31.3 & 152

County: MUSKOGEE  
Reporting Period: December 2021

Finalized/Modified Date: 12/02/2021

<b>Beginning Balance</b>	\$ 94,616.11
<b>Fees Collected</b>	\$ 4,128.98
<b>Interest</b>	\$ 61.86
<b>Refunds</b>	\$ 0.00
<b>Cancelled Vouchers</b>	\$ 0.00

**Expenditures:**

Archiving/digitizing services	\$ 0.00
Equipment	\$ 0.00
Equipment maintenance	\$ 0.00
Salaries and benefits	\$ 0.00
Supplies	\$ 0.00
Training	\$ 0.00
Travel	\$ 0.00
Storage	\$ 0.00
Miscellaneous (please itemize)	\$ 0.00

<b>Total Expenditures</b>	\$ 0.00
<b>Ending Balance</b>	\$ 98,806.95

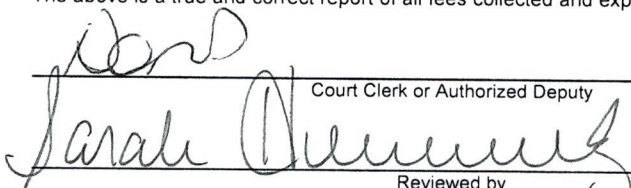
**Balance on Treasurer's Ledger** (Treasurer/Deputy Initials JA) \$ 0.00

**Reconciling Items:**

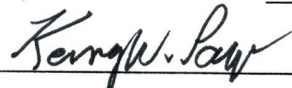
Outstanding Vouchers	\$ 0.00
Minus: Outstanding Deposits	\$ 0.00

**Reconciled Balance** \$ 98,806.95

The above is a true and correct report of all fees collected and expended in accordance with 28 O.S. § 31.3

 Court Clerk or Authorized Deputy	12-2-21 Date
Reviewed by	07/25/22 Date

Filed with Board of County Commissioners on: \_\_\_\_\_

Signature of BOCC Chairperson: 

Filed with Administrative Director of the Courts on: \_\_\_\_\_



## Court Clerk Records Management and Preservation Monthly Report

OSAI Form #1727 (2019)  
28 O.S. §§ 31.3 & 152

County: MUSKOGEE  
Reporting Period: January 2022

Finalized/Modified  
Date: 01/14/2022

Beginning Balance	\$ 98,806.95
Fees Collected	\$ 3,951.12
Interest	\$ 0.00
Refunds	\$ 0.00
Cancelled Vouchers	\$ 0.00

**Expenditures:**

Archiving/digitizing services	\$ 0.00
Equipment	\$ 0.00
Equipment maintenance	\$ 0.00
Salaries and benefits	\$ 0.00
Supplies	\$ 0.00
Training	\$ 0.00
Travel	\$ 0.00
Storage	\$ 0.00
Miscellaneous (please itemize)	\$ 0.00

<b>Total Expenditures</b>	\$ 0.00
<b>Ending Balance</b>	\$ 102,758.07

**Reconciled Balance on Treasurer's Ledger** (Treasurer/Deputy Initials \_\_\_\_\_) \$ 102,758.07

**Reconciling Items:**

Outstanding Vouchers	\$ 0.00
Minus: Outstanding Deposits	\$ 0.00

**Reconciled Balance** \$ 102,758.07

The above is a true and correct report of all fees collected and expended in accordance with 28 O.S. § 31.3

<i>Das</i>	1-14-22
Court Clerk or Authorized Deputy	Date
<i>Shelley Sumpter</i>	3.31.22
Reviewed by	Date

Filed with Board of County Commissioners on: \_\_\_\_\_

Signature of BOCC Chairperson: *Kenneth W. Samp*

Filed with Administrative Director of the Courts on: \_\_\_\_\_

## Court Clerk Records Management and Preservation Monthly Report

OSAI Form #1727 (2019)  
28 O.S. §§ 31.3 & 152

County: MUSKOGEE  
Reporting Period: February 2022

Finalized/Modified  
Date: 02/07/2022

Beginning Balance	\$ 102,758.07
Fees Collected	\$ 3,313.51
Interest	\$ 0.00
Refunds	\$ 0.00
Cancelled Vouchers	\$ 0.00

**Expenditures:**

Archiving/digitizing services	\$ 0.00
Equipment	\$ 0.00
Equipment maintenance	\$ 0.00
Salaries and benefits	\$ 0.00
Supplies	\$ 0.00
Training	\$ 0.00
Travel	\$ 0.00
Storage	\$ 0.00
Miscellaneous (please itemize)	\$ 0.00

<b>Total Expenditures</b>	<b>\$ 0.00</b>
<b>Ending Balance</b>	<b>\$ 106,071.58</b>



**Reconciled Balance on Treasurer's Ledger** (Treasurer/Deputy Initials \_\_\_\_\_) **\$ 106,071.58**

**Reconciling Items:**

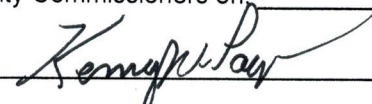
Outstanding Vouchers	\$ 0.00
Minus: Outstanding Deposits	\$ 0.00

**Reconciled Balance** **\$ 106,071.58**

The above is a true and correct report of all fees collected and expended in accordance with 28 O.S. § 31.3

	2-7-22
Court Clerk or Authorized Deputy	Date
	3.31.22
Reviewed by	Date

Filed with Board of County Commissioners on: \_\_\_\_\_

Signature of BOCC Chairperson: 

Filed with Administrative Director of the Courts on: \_\_\_\_\_

## Court Clerk Records Management and Preservation Monthly Report

OSAI Form #1727 (2019)  
28 O.S. §§ 31.3 & 152

County: MUSKOGEE  
Reporting Period: March 2022

Finalized/Modified  
Date: 03/07/2022

Beginning Balance	\$ 106,071.58
Fees Collected	\$ 3,364.73
Interest	\$ 0.00
Refunds	\$ 0.00
Cancelled Vouchers	\$ 0.00

Expenditures:

Archiving/digitizing services	\$ 0.00
Equipment	\$ 0.00
Equipment maintenance	\$ 0.00
Salaries and benefits	\$ 0.00
Supplies	\$ 0.00
Training	\$ 0.00
Travel	\$ 0.00
Storage	\$ 0.00
Miscellaneous (please itemize)	\$ 0.00

Total Expenditures	\$ 0.00
Ending Balance	\$ 109,436.31

Reconciled Balance on Treasurer's Ledger (Treasurer/Deputy Initials \_\_\_\_\_) \$ 109,436.31

Reconciling Items:

Outstanding Vouchers	\$ 0.00
Minus: Outstanding Deposits	\$ 0.00

**Reconciled Balance** \$ 109,436.31

The above is a true and correct report of all fees collected and expended in accordance with 28 O.S. § 31.3

<i>DOP</i>	3-7-22
Court Clerk or Authorized Deputy	Date
<i>Shelly Sumpter</i>	3.31.22
Reviewed by	Date

Filed with Board of County Commissioners on: \_\_\_\_\_

Signature of BOCC Chairperson: *Kenneth Payne*

Filed with Administrative Director of the Courts on: \_\_\_\_\_

## Court Clerk Records Management and Preservation Monthly Report

OSAI Form #1727 (2019)  
28 O.S. §§ 31.3 & 152

County: MUSKOGEE  
Reporting Period: April 2022

Finalized/Modified  
Date: 04/05/2022

<b>Beginning Balance</b>	\$ 109,436.31
<b>Fees Collected</b>	\$ 4,542.52
<b>Interest</b>	\$ 63.46
<b>Refunds</b>	\$ 0.00
<b>Cancelled Vouchers</b>	\$ 0.00

**Expenditures:**

Archiving/digitizing services	\$ 0.00
Equipment	\$ 0.00
Equipment maintenance	\$ 0.00
Salaries and benefits	\$ 0.00
Supplies	\$ 0.00
Training	\$ 0.00
Travel	\$ 0.00
Storage	\$ 0.00
Miscellaneous (please itemize)	\$ 0.00

<b>Total Expenditures</b>	\$ 0.00
<b>Ending Balance</b>	\$ 114,042.29


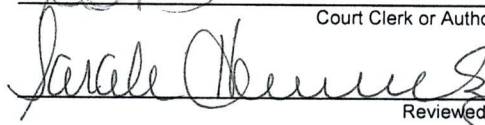
**Reconciled Balance on Treasurer's Ledger** (Treasurer/Deputy Initials     *JK*    ) \$ 114,042.29

**Reconciling Items:**

Outstanding Vouchers	\$ 0.00
Minus: Outstanding Deposits	\$ 0.00

**Reconciled Balance** \$ 114,042.29

The above is a true and correct report of all fees collected and expended in accordance with 28 O.S. § 31.3

	4-5-22
Court Clerk or Authorized Deputy	Date
	04.06.22
Reviewed by	Date

Filed with Board of County Commissioners on: \_\_\_\_\_

Signature of BOCC Chairperson: 

Filed with Administrative Director of the Courts on: \_\_\_\_\_

## Court Clerk Records Management and Preservation Monthly Report

OSAI Form #1727 (2019)  
28 O.S. §§ 31.3 & 152

County: MUSKOGEE  
Reporting Period: May 2022

Finalized/Modified  
Date: 05/12/2022

<b>Beginning Balance</b>	\$ 114,042.29
<b>Fees Collected</b>	\$ 4,149.50
<b>Interest</b>	\$ 12.31
<b>Refunds</b>	\$ 0.00
<b>Cancelled Vouchers</b>	\$ 0.00

**Expenditures:**

Archiving/digitizing services	\$ 0.00
Equipment	\$ 0.00
Equipment maintenance	\$ 0.00
Salaries and benefits	\$ 0.00
Supplies	\$ 0.00
Training	\$ 0.00
Travel	\$ 0.00
Storage	\$ 0.00
Miscellaneous (please itemize)	\$ 0.00

<b>Total Expenditures</b>	\$ 0.00
<b>Ending Balance</b>	\$ 118,204.10

**Reconciled Balance on Treasurer's Ledger** (Treasurer/Deputy Initials     *JK*    ) \$ 118,204.10

**Reconciling Items:**

Outstanding Vouchers	\$ 0.00
Minus: Outstanding Deposits	\$ 0.00

**Reconciled Balance** \$ 118,204.10

The above is a true and correct report of all fees collected and expended in accordance with 28 O.S. § 31.3

<i>JK</i>	6-10-22
Sarah <i>Deveraux</i>	Date
Reviewed by	Date

Filed with Board of County Commissioners on: \_\_\_\_\_

Signature of BOCC Chairperson:     *Kenneth Paul*    

Filed with Administrative Director of the Courts on: \_\_\_\_\_

# Court Clerk Records Management and Preservation Monthly Report

OSAI Form #1727 (2019)  
28 O.S. §§ 31.3 & 152

Finalized/Modified  
Date: 06/17/2022

County: MUSKOGEE  
Reporting Period: June 2022

<b>Beginning Balance</b>	\$ 118,204.10
<b>Fees Collected</b>	\$ 4,004.69
<b>Interest</b>	\$ 48.32
<b>Refunds</b>	\$ 0.00
<b>Cancelled Vouchers</b>	\$ 0.00

**Expenditures:**

Archiving/digitizing services	\$ 0.00
Equipment	\$ 0.00
Equipment maintenance	\$ 0.00
Salaries and benefits	\$ 0.00
Supplies	\$ 0.00
Training	\$ 0.00
Travel	\$ 0.00
Storage	\$ 0.00
Miscellaneous (please itemize)	\$ 0.00

<b>Total Expenditures</b>	\$ 0.00
<b>Ending Balance</b>	\$ 122,257.11


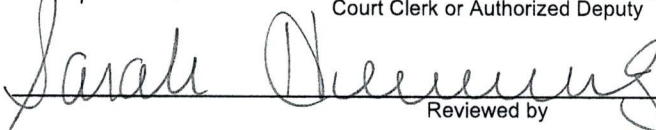
**Reconciled Balance on Treasurer's Ledger** (Treasurer/Deputy Initials     ) \$ 122,257.11

**Reconciling Items:**

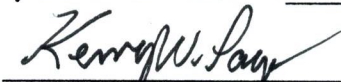
Outstanding Vouchers	\$ 0.00
Minus: Outstanding Deposits	\$ 0.00

**Reconciled Balance** \$ 122,257.11

The above is a true and correct report of all fees collected and expended in accordance with 28 O.S. § 31.3

	7-13-22
Court Clerk or Authorized Deputy	Date
	07/25/22
Reviewed by	Date

Filed with Board of County Commissioners on: \_\_\_\_\_

Signature of BOCC Chairperson: 

Filed with Administrative Director of the Courts on: \_\_\_\_\_

# Court Clerk Records Management and Preservation Monthly Report

OSAI Form #1727 (2019)  
28 O.S. §§ 31.3 & 152

County: MUSKOGEE  
Reporting Period: July 2022

Finalized/Modified  
Date: 07/13/2022

<b>Beginning Balance</b>	\$ 122,257.11
<b>Fees Collected</b>	\$ 5,076.65
<b>Interest</b>	\$ 0.00
<b>Refunds</b>	\$ 0.00
<b>Cancelled Vouchers</b>	\$ 0.00

**Expenditures:**

Archiving/digitizing services	\$ 0.00
Equipment	\$ 0.00
Equipment maintenance	\$ 0.00
Salaries and benefits	\$ 0.00
Supplies	\$ 0.00
Training	\$ 0.00
Travel	\$ 0.00
Storage	\$ 0.00
Miscellaneous (please itemize)	\$ 0.00

<b>Total Expenditures</b>	\$ 0.00
<b>Ending Balance</b>	\$ 127,333.76

**Reconciled Balance on Treasurer's Ledger** (Treasurer/Deputy Initials     *AW*    ) \$ 127,333.76

**Reconciling Items:**

Outstanding Vouchers	\$ 0.00
Minus: Outstanding Deposits	\$ 0.00

**Reconciled Balance** \$ 127,333.76

The above is a true and correct report of all fees collected and expended in accordance with 28 O.S. § 31.3

<i>Wor</i>	7-13-22
Court Clerk or Authorized Deputy	Date
<i>Jarale Dunning</i>	7/25/22
Reviewed by	Date

Filed with Board of County Commissioners on: \_\_\_\_\_

Signature of BOCC Chairperson: *Kerry W. Paup*  
Filed with Administrative Director of the Courts on: \_\_\_\_\_