

DRAFT – Agenda
Tuscola County Board of Commissioners
Committee of the Whole – Wednesday, November 23, 2011
HH Purdy Building – Following Board of Commissioners Meeting
125 W. Lincoln, Caro, MI

Finance

Committee Leaders-Commissioner Peterson and Bardwell

Primary Finance Items

1. **2011 Budget Amendments (See A)**
 - **Blue Cross/Blue Shield Updated Year-End Projections**
 - **New Stop Grant Fund**
 - **Parenting Education**

2. **2012 County Budget Development Loose-Ends**
 - **Potential Combining of County Clerk and Register of Deeds Positions**
 - **Equalization Services Inflationary Cost Adjustment Request**
 - **Probate Court**
 - **Drain-at-Large**
 - **DDA/TIFA**
 - **Medical Care Facility**
 - **Next Steps for Adoption**

Secondary/On-Going Finance Items

1. Circuit Court Collections Plan
2. Development of State Recommended County Financial Information
3. County Hiring Freeze – Reducing Cost Through Attrition
4. 2010 Audit (Comprehensive Annual financial Report) Comments
5. Personal Property Tax
6. Wind Energy Taxation and Revenue Potential

Personnel

Committee Leader-Commissioners Peterson

Primary Personnel Items

Secondary/On-Going Personnel Items

1. New Hire Wage/Fringe Benefits
2. Circuit/Family Court Personnel Policies

Building and Grounds

Committee Leader-Commissioners Kern and Petzold

Primary Building and Grounds Items

Secondary/On-Going Building and Grounds Items

1. Potential Sheriff Department Tower Replacement
2. Off Road Vehicle Ordinance Legal Steps for Final Adoption – Public Hearing
December 15, 2011
3. Vanderbilt Park Access Road Issue

Correspondence/Other Business as Necessary

Public Comment Period

Closed Session – If Necessary

Other Business as Necessary

Statutory Finance Committee

1. Claims Review and Approval

Notes:

Except for the Statutory Finance Committee, committee meetings of the whole are advisory only. Any decision made at an advisory committee is only a recommendation and must be approved by a formal meeting of the Board of Commissioners.

If you need accommodations to attend this meeting please notify the Tuscola County Controller/Administrator's Office (989-672-3700) two days in advance of the meeting.

This is a draft agenda and subject to change. Items may be added the day of the meeting or covered under other business at the meeting.

BUDGET AMENDMENTS FOR NOVEMBER 2011

General Fund

- Amend Health Insurance line items as attached per Mari Young. Offset of \$800.00 charge to contingency 101-890-965-000
- Add appropriation of \$33.51 for the remonumentation fund. The fund is in a deficit position and to finish the year in compliance we must transfer these funds. Offset contingency.
- Increase budget for unemployment Circuit Family Court by \$4,627 with the use of Contingency.
- Increase Jury Commission line items by \$400.00 through the use of contingency to end the year in compliance
- Establish budget for Probate unemployment for \$5,000 through the use of contingency.
- Increase budget for unemployment Clerk by \$940.00 through the use of contingency.
- Increase Adult probation utilities budget by \$2,000 through the use of contingency. Cost are higher then expected.
- Establish budget for Prosecutor unemployment of \$700.00 through the use of contingency.

Special Revenue Funds

- New Grant from HDC...STOP funds of \$25,778.00 to be used for STOP Violence Against Women program and strengthen local criminal justice system responses. Budget new fund 257 for wage/fringe of \$20,559 and equipment of \$5,219. No new staff added utilizing existing part time staff.
- Amend Health Insurance line items as attached per Mari Young through the use of Fund Balance.

2011 Adj.

BUDGETS THAT ARE OVER/UNDER - BLUE CROSS			
BUDGET		CURRENT % OF USAGE	AMOUNT NEEDED TO ADD/SUBTRACT
GENERAL FUND			
101-132	CIRCUIT	76.43%	-\$6,500.00
101-136	DISTRICT	85.84%	\$1,000.00
101-148	PROBATE	63.49%	-\$5,500.00
101-215	CLERK	88.64%	\$3,500.00
101-225	EQUALIZATION	79.64%	-\$2,000.00
101-229	PROSECUTOR	105.28%	\$14,500.00
101-230	PROS.CO-OP	84.85%	-\$1,700.00
101-236	REG.OF DEED	70.76%	-\$7,000.00
101-259	COMPUTER	71.99%	-\$2,500.00
101-265	BLDG.& GRDS	90.53%	\$4,000.00
101-275	DRAIN	90.62%	\$3,000.00
101-303	CH SECURITY	69.21%	-\$2,000.00
101-333	SEC. ROAD	96.52%	\$3,000.00
101-426	EMER.SERV.	75.92%	-\$1,000.00
SUB-TOTAL			\$800.00
SPECIAL REVENUE FUNDS			
207-303	ROAD PATROL	87.41%	\$5,600.00
215-143	FOC	88.67%	\$8,500.00
218-325	DISPATCH	91.68%	\$9,000.00
236-100	VICTIM SERV.	99.65%	\$2,600.00
240-620	MOSQUITO	90.27%	\$2,000.00
254-300	VIOL/WOMEN	87.04%	
255-300	VICTIM CRIME	86.92%	
292-662	CHILD CARE	90.12%	\$4,000.00
532-253	TAX FORE.	109.48%	\$2,000.00
SUB-TOTAL			\$33,700.00
TOTAL UNDERFUNDED			\$34,500.00



CHANGE DEBIT?
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BUDGET STATUS REPORT

Tuscola County

Fund 252 STATE SURVEY GRANT FUND (REMON)
Department 245 GRANT FUND

Period Ending Date: November 30, 2011

Account	2010 Actual		2011		2011 Total		2011 Year-to-date		2011 Budget		Percentage Spent/Received
	Actual	Amended Budget	Appropriated Budget	Amended Budget	Actual	Actual	Actual	Balance	Balance		
Revenues											
245-575-000 STATE GRANT ACT 345	54,028.00		54,165.00	54,165.00	0.00	0.00	54,165.00	0.00	0.00	100.00%	
245-699-101 OPERATING TRANS. IN	26.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
Revenues Total	54,054.00		54,165.00	54,165.00	0.00	0.00	54,165.00	0.00	0.00	100.00%	
Expenses											
245-707-000 PEER GROUP PER DIEMS	1,425.00		1,500.00	1,500.00	0.00	0.00	1,125.00	375.00	375.00	75.00%	
245-715-000 FICA	20.67		25.00	25.00	0.00	0.00	16.32	8.68	8.68	65.28%	
245-727-000 SUPPLIES	3,788.58		2,800.00	2,800.00	0.00	0.00	2,342.50	457.50	457.50	83.66%	
245-801-000 CONTRACTUAL SURVEY	41,360.00		42,525.00	42,525.00	0.00	0.00	42,525.00	0.00	0.00	100.00%	
245-861-000 TRAVEL	275.50		300.00	300.00	0.00	0.00	371.50	-71.50	-71.50	123.83%	
245-955-000 MISC./ADMINISTRATION	7,185.00		7,015.00	7,015.00	0.00	0.00	7,818.22	-803.22	-803.22	111.45%	
Expenses Total	54,054.75		54,165.00	54,165.00	0.00	0.00	54,198.54	-33.54	-33.54	100.06%	
Revenues Total	54,054.00		54,165.00	54,165.00	0.00	0.00	54,165.00	0.00	0.00	100.00%	
Expenses Fund Total	54,054.75		54,165.00	54,165.00	0.00	0.00	54,198.54	-33.54	-33.54	100.06%	
Net (Rev/Exp)	-0.75		0.00	0.00	0.00	0.00	-33.54	33.54	33.54		
Beginning/Adjusted Balance	0.03	+	YTD Revenues	YTD Expenses	Current Fund Balance	=					
			54,165.00	54,198.54	-33.51						
Grand Total for Revenues	54,054.00		54,165.00	54,165.00	0.00	0.00	54,165.00	0.00	0.00	100.00%	
Grand Total for Expenses	54,054.75		54,165.00	54,165.00	0.00	0.00	54,198.54	-33.54	-33.54	100.06%	
Grand Total Net Rev/Exp	-0.75		0.00	0.00	0.00	0.00	-33.54	33.54	33.54		

BUDGET STATUS REPORT

Tuscola County

Period Ending Date: November 30, 2011

Account	2010 Actual	2011 Appropriated Budget	2011 Total Amended Budget	Month-to-date Actual	2011 Year-to-date Actual	2011 Budget Balance	Percentage Spent/Received
CIRCUIT/FAMILY 132							
Expenditure							
132-719-000		9,412.00	9,412.00	0.00	12,139.00	-2,727.00	128.97%
UNEMPLOYMENT		9,412.00	9,412.00	0.00	12,139.00	-2,727.00	
Expenses Total	10,908.00	9,412.00	9,412.00	0.00	12,139.00	-2,727.00	128.97%
DISTRICT COURT 136							
Expenditure							
136-719-000	2,741.76	3,415.00	3,415.00	0.00	0.00	3,415.00	0.00%
UNEMPLOYMENT	2,741.76	3,415.00	3,415.00	0.00	0.00	3,415.00	0.00%
Expenses Total	2,741.76	3,415.00	3,415.00	0.00	0.00	3,415.00	0.00%
PROBATE COURT 148							
Expenditure							
148-719-000	2,422.69	0.00	0.00	0.00	2,617.23	-2,617.23	100.00%
UNEMPLOYMENT	2,422.69	0.00	0.00	0.00	2,617.23	-2,617.23	100.00%
Expenses Total	2,422.69	0.00	0.00	0.00	2,617.23	-2,617.23	100.00%
CLERK 215							
Expenditure							
215-719-000	-204.56	54.00	54.00	0.00	991.17	-937.17	1,835.50%
UNEMPLOYMENT	-204.56	54.00	54.00	0.00	991.17	-937.17	1,835.50%
Expenses Total	-204.56	54.00	54.00	0.00	991.17	-937.17	1,835.50%
CONTROLLER 223							
Expenditure							
223-719-000	4,146.00	4,082.00	4,082.00	0.00	0.00	4,082.00	0.00%
UNEMPLOYMENT	4,146.00	4,082.00	4,082.00	0.00	0.00	4,082.00	0.00%
Expenses Total	4,146.00	4,082.00	4,082.00	0.00	0.00	4,082.00	0.00%
PROSECUTOR 229							
Expenditure							
229-719-000	0.00	0.00	0.00	0.00	362.00	-362.00	100.00%
UNEMPLOYMENT	0.00	0.00	0.00	0.00	362.00	-362.00	100.00%
Expenses Total	0.00	0.00	0.00	0.00	362.00	-362.00	100.00%
REGISTER OF DEEDS 236							
Expenditure							
236-719-000	0.00	6,996.00	6,996.00	0.00	0.00	6,996.00	0.00%
UNEMPLOYMENT	0.00	6,996.00	6,996.00	0.00	0.00	6,996.00	0.00%
Expenses Total	0.00	6,996.00	6,996.00	0.00	0.00	6,996.00	0.00%
MSU EXTENSION 257							
Expenditure							
257-719-000	1,718.11	0.00	0.00	0.00	-850.74	850.74	100.00%
UNEMPLOYMENT	1,718.11	0.00	0.00	0.00	-850.74	850.74	100.00%

BUDGET STATUS REPORT

Tuscola County

Fund 101 GENERAL FUND

Period Ending Date: November 30, 2011

Department 147 JURY COMMISSION

Account	2010 Actual	2011 Appropriated Budget	2011 Total Amended Budget	Month-to-date Actual	2011 Year-to-date Actual	2011 Budget Balance	Percentage Spent/Received
Department 147 JURY COMMISSION							
Expenses							
147-707-000 SALARIES - PER DIEM	950.00	1,200.00	1,200.00	100.00	1,400.00	-200.00	116.67%
147-715-000 F.I.C.A.	13.79	18.00	18.00	1.45	20.31	-2.31	112.83%
147-727-000 SUPPLIES, PRINTING, POSTAGE	2,998.80	3,200.00	3,200.00	0.00	3,341.62	-141.62	104.43%
147-861-000 TRAVEL	199.00	300.00	300.00	26.00	320.75	-20.75	106.92%
Expenses Total	4,161.59	4,718.00	4,718.00	127.45	5,082.68	-364.68	107.73%
JURY COMMISSION Dept Total	4,161.59	4,718.00	4,718.00	127.45	5,082.68	-364.68	107.73%

BUDGET STATUS REPORT

Tuscola County

Period Ending Date: November 30, 2011

Fund 101 GENERAL FUND
Department 151 ADULT PROBATION

Account	2010 Actual	2011 Appropriated Budget	2011 Total Amended Budget	Month-to-date Actual	2011 Year-to-date Actual	2011 Budget Balance	Percentage Spent/Received
Department 151 ADULT PROBATION							
Expenses							
151-727-000 SUPPLIES, PRINTING, POSTAGE	2,291.62	4,500.00	4,500.00	753.60	2,839.77	1,660.23	63.11%
151-920-000 UTILITIES	8,735.53	0.00	6,000.00	102.61	7,703.33	-1,703.33	128.39%
151-990-010 LEASE PAYMENTS	36,300.00	0.00	26,400.00	0.00	25,229.00	1,171.00	95.56%
Expenses Total	47,327.15	4,500.00	36,900.00	856.21	35,772.10	1,127.90	96.94%
ADULT PROBATION Dept Total	47,327.15	4,500.00	36,900.00	856.21	35,772.10	1,127.90	96.94%

