

**ALLEN COUNTY COUNCIL MEETING AGENDA
THURSDAY, MARCH 13, 2014
8:30 AM**

CALL TO ORDER: PRESIDENT, DARREN VOGT

APPROVAL OF MINUTES: FEBRUARY 20, 2014

FINANCIAL REPORT: AUDITOR, TERA KLUTZ

UNEMPLOYMENT RATE:		November	December
	Allen County	6.9%	6.0%
	Indiana	7.2%	6.3%
	Illinois	8.3%	8.6%
	Michigan	7.8%	7.7%
	Ohio	7.1%	6.6%
	National	6.6%	6.5%

TOTAL APPROPRIATIONS REQUESTED IN THE GENERAL FUND: \$292,449

TOTAL APPROPRIATIONS REQUESTED IN OTHER FUNDS: \$0

PERSONNEL COMMITTEE RECAP

DEPARTMENT 05 - SHERIFF Harris

Consideration of a salary ordinance for a new employee,
Confinement Officer, POLE 3/2, with an annual salary of
\$35,192

DEPARTMENT 07- CORONER Howell

TRANSFER IN COUNTY GENERAL FUND:

FROM:

100-0701-442.21-01 SUPPLIES \$1,050

TO:

100-0701-442.36-07 MAINTENANCE AGREEMENTS \$1,050

DEPARTMENT 43 - HUMAN RESOURCES Vogt

APPROPRIATION IN COUNTY GENERAL FUND:

100-4301-411.13-85 HR GENERALIST/RECRUITER \$9,995

DEPARTMENT 62 - SUPERIOR COURT

Harris

Consideration of a salary ordinance amending the pay for the Director of Criminal Division Services from EXEC at \$76,496 to EXEC with a range up to \$76,496. Retroactive to 3/3/14.

DEPARTMENT 40 - JOINT OVERSIGHT PERMITTING BD

Buskirk &
L Brown

APPROPRIATION IN COUNTY GENERAL FUND:

100-4005-411.31-13 CONTRACTUAL \$282,454

DISCUSSION AND OTHER BUSINESS TO COME BEFORE COUNCIL:

Merit Pay for Employees

RECENT and/or UPCOMING MEETINGS:

LIAISON REPORTS:

PUBLIC COMMENTS:

Approval to waive the second reading on any matter approved today for which it may be deemed necessary for the County Council meeting of March 13, 2014.

The next County Council regular meeting will be held at 8:30 am Thursday, April 17, 2014 in the Discussion Room of Citizens Square.

Allen County does not discriminate because of disability in the admission to, or treatment or employment in, its programs or activities. The Human Resources Director has been designated to coordinate compliance with nondiscrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided therein, and Allen County's ADA policy is available from the ADA Coordinator. Suggestions on how the County can better meet the needs of persons with disabilities may be submitted to the ADA Coordinator at: Human Resources Department 200 E. Berry Street, Suite 380, Fort Wayne, In. 46802 or by phone at (260)449-7217.

ALLEN COUNTY
 FINANCIAL REPORT FOR
COUNTY GENERAL FUND
 February 28, 2014

March 13, 2014 **Meeting**

Fund - 100

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/14	6,162,779		6,162,779
ESTIMATED REVENUES FOR 2014:		ACTUAL REVENUES TO DATE:	
		Percentage of Collections:	
2014 Property Tax	59,039,435		
Less Circuit Breaker Credit	(7,085,857)		
Total Property Taxes charged	51,953,578	0.00%	
Less Allowance for Uncollected Property Tax	(1,558,607)		
Miscellaneous	19,639,087	12.47%	2,449,208
	70,034,058	Total Percentage of Collections	3.50% 2,449,208
TOTAL CASH & ESTIMATED REVENUES:	76,196,837	ACTUAL CASH YEAR TO DATE:	8,611,988
ESTIMATED DISBURSEMENTS:		ACTUAL DISBURSEMENTS:	
2014 Budget	72,439,642		10,901,780
2013 Encumbrances	1,979,764		
Additional Appropriations	98,500		
	74,517,906	Percentage of Disbursements	14.63% 10,901,780
TOTAL BUDGETED APPROPRIATION	74,517,906		
		Rainy Day Temporary Loan	10,500,000
AMOUNT LEFT FOR APPROPRIATION	1,678,931	ACTUAL CASH BALANCE YTD:	8,210,207
FOR CONSIDERATION TODAY:			
APPROPRIATIONS	292,449		

Allen County General Fund Miscellaneous Revenue

February 2014

% OF YEAR PAST = 16.67%

DLGF Account Code		Estimated Revenue 2014	Percent Collected	Total
OTHER TAXES:				
R112	Financial Institutions Tax	263,215	0.00%	0
R114	Vehicle License Excise Tax	3,949,969	0.00%	0
R135	Commercial Vehicle Excise Tax	384,895	0.00%	0
R110	Riverboat Wagering Tax Revenue	441,308	0.00%	0

INTERGOVERNMENTAL REVENUES:				
R132 A	Indirect Costs - Chld Sprt IV-D	375,000	20.47%	76,764
R133 A	Emerg Prep/Civil Def-Fed Match	80,000	0.00%	0
R133 B	Care of Federal Prisoners	1,600,000	12.54%	200,663
R423 A	Juvenile Justice Center/Trans. Child Care	230,000	13.99%	32,185
R423 B	Youth Serv/Regular Child Care	330,000	16.22%	53,526
R109	Liquor Excise Tax Distr. - ABC	20,000	0.00%	0
R128	Inheritance Tax-County Share	0	0.00%	4,575
R133 C	Public Defender Reimbursement	1,025,000	26.26%	269,165
R414 A	Examination of Records	30,000	0.00%	0
R414 B	SSI Payments	45,000	17.33%	7,800

LICENSES AND PERMITS:				
R203 A	Department of Planning	650,000	21.37%	138,934
R203 B	Building Department	1,500,000	22.29%	334,288
R210	Cable Franchise License Fees	385,000	26.05%	100,289

CHARGES FOR SERVICES:				
Departmental Revenue:				
R404	Treasurer	200,000	2.52%	5,040
R402	Recorder	900,000	15.37%	138,340
R403	Sheriff	1,350,000	14.17%	191,230
R424	Surveyor	85,000	20.53%	17,453
R401	Auditor	6,500	8226.89%	534,748
R409	Data Processing	280,000	11.89%	33,299
R414 C	Charges for Services - N.I.R.C.C.	700,000	0.00%	0
R502	Clerk of Circuit Court	1,875,000	9.99%	187,279

MISCELLANEOUS REVENUE				
R132 B	Child Support Exp Budget Reimb	1,770,000	0.00%	0
R414 D	Election Expense	0	0.00%	0
R913 A	Reimbursements/Refunds	40,000	92.05%	36,819
R913 B	Copy Machine Charges	200	0.80%	2
R913 C	Telephone Reimbursement	4,000	4.84%	194
R902	Interest on Investments	100,000	21.58%	21,583
R413	Rental of County Property	395,000	7.22%	28,503

Allen County General Fund Miscellaneous Revenue

February 2014

% OF YEAR PAST = 16.67%

DLGF Account Code		Estimated Revenue 2014	Percent Collected	Total
R913 D	Co. Misc - Non-identified Rev	149,000	19.71%	29,374
OTHER FINANCING SOURCES:				
R905	Sale of Real & Personal Property	50,000	14.31%	7,155
R906 A	Property Tax Refund Reimbursements	200,000	0.00%	0
R906 B	Unclaimed Surplus Tax	225,000	0.00%	0
TOTAL		19,639,087	12.47%	2,449,208

County General Miscellaneous Revenue Explanations

February 2014

16.67% of Year Elapsed

Revenue Source	Annual Estimate	Percent	Actual	Explanation
OTHER TAXES:				
Financial Institutions Tax	263,215	0.00%	0	Two equal installments June and December.
Vehicle License Excise Tax	3,949,969	0.00%	0	Distributed April, June, October & December
Commercial Vehicle Excise Tax	384,895	0.00%	0	Two equal installments June and December.
Riverboat Wagering Tax Rev	441,308	0.00%	0	Full year distribution received in August.
INTERGOVERNMENTAL REVENUES:				
Indirect Costs - Child Support	375,000	20.47%	76,764	Received Quarterly-4th Qtr 2013
Emerg Prep/Civil Def-Fed Match	80,000	0.00%	0	Received 1x per yr
Care of Federal Prisoners	1,600,000	12.54%	200,663	Varies monthly depending on prisoners
ACJC/Trans Child Care	230,000	13.99%	32,185	Per Diem fees received monthly, except out-of-county contracts pay full year in first quarter
Youth Serv/Regular Child Care	330,000	16.22%	53,526	Varies monthly depending on youths housed
Liquor Excise Tax Dist-ABC	20,000	0.00%	0	Two Distributions per year
Inheritance Tax-County Share	0	0.00%	4,575	Received Quarterly-Law repealed effective 1/1/13
Public Defender Reimbursement	1,025,000	26.26%	269,165	Received Quarterly
Examination of Records	30,000	0.00%	0	Two Distributions per year
SSI Payments	45,000	17.33%	7,800	Receive monthly from Social Security Admin
LICENSES AND PERMITS:				
Department of Planning	650,000	21.37%	138,934	Collections deposited monthly
Building Department	1,500,000	22.29%	334,288	Collections deposited monthly
Cable Franchise License Fees	385,000	26.05%	100,289	Paid Quarterly from Cable Vendors
CHARGES FOR SERVICES:				
Treasurer	200,000	2.52%	5,040	Tax Sale Fees receipted with December Settlement
Recorder	900,000	15.37%	138,340	Collections deposited monthly
Sheriff	1,350,000	14.17%	191,230	Made up of different fees, including tax warrants at 2/28 \$18,441.03.
Surveyor	85,000	20.53%	17,453	Summer months usually yield higher collections
Auditor	6,500	8226.89%	534,748	Copy, Notary, Payroll Processing fees and Ineligible deductions fund transfer of unused balance \$533,995.
Data Processing	280,000	11.89%	33,299	Data file fees monthly / final Qtr of year receive "settle up" Data sharing costs from City of Ft Wayne / Joint Permit Brd 50% reimb from City of Ft Wayne

County General Miscellaneous Revenue Explanations

February 2014

16.67% of Year Elapsed

Revenue Source	Annual Estimate	Percent	Actual	Explanation
N.I.R.C.C.	700,000	0.00%	0	Reimbursed from Feds as it is spent and invoiced
Clerk	1,875,000	9.99%	187,279	Collections deposited monthly
MISCELLANEOUS REVENUE:				
Child Support Exp Budget Reimb	1,770,000	0.00%	0	Reimbursed from State as it is spent and invoiced
Election Expense Reimburse		0.00%	0	
Reimbursements	40,000	92.05%	36,819	Miscellaneous Reimbursements, i.e. Commissary part-time salaries
Copy Machine Charges	200	0.00%	2	All other Departments copy fee charges
Telephone Reimbursement	4,000	4.85%	194	Payphone commissions
Interest	100,000	21.58%	21,583	Received monthly
Rental of County Property	395,000	7.22%	28,503	Received monthly.
Co. Misc. - Non-identified Rev	149,000	19.71%	29,374	Miscellaneous one time revenue
OTHER FINANCING SOURCES:				
Sale of Real & Personal Property	50,000	14.31%	7,155	Proceeds from sale of county owned property
Unclaimed Surplus Tax	200,000	0.00%	0	Unclaimed Surplus is moved to General Fund in December of each year.
Property Tax Refund Reimb	225,000	0.00%	0	County is reimbursed from units at Settlement for tax refunds paid throughout the year.
TOTAL	19,639,087	12.47%	2,449,208	
Less Property Tax Refunds				Eliminate refunds above the estimated revenue to calculate a more accurate picture of collection rate.
Total Miscellaneous Collections	19,639,087	12.47%	2,449,208	

ALLEN COUNTY
 FINANCIAL REPORT FOR
COIT Public Safety
 February 28, 2014

March 13, 2014 **Meeting**

Fund - 120

	<u>ESTIMATE</u>		<u>ACTUAL</u>	
CASH BALANCE AT 1/1/14	-		-	
ESTIMATED REVENUES FOR 2014:				ACTUAL REVENUES TO DATE:
COIT distributive shares	3,081,061		16.67%	513,510
	<hr/>			<hr/>
	3,081,061	Total Percentage of Collections	16.67%	513,510
TOTAL CASH & ESTIMATED REVENUES:	3,081,061	ACTUAL CASH YEAR TO DATE:		513,510
ESTIMATED DISBURSEMENTS:		ACTUAL DISBURSEMENTS:		
2014 Budget	3,081,061			22,197
Additional Appropriations				
	<hr/>			<hr/>
TOTAL BUDGETED APPROPRIATION	3,081,061	Percentage of Disbursements	0.72%	22,197
AMOUNT LEFT FOR APPROPRIATION	<u><u>0</u></u>	ACTUAL CASH BALANCE YTD:		<u><u>491,313</u></u>
FOR CONSIDERATION TODAY:				
APPROPRIATIONS				

ALLEN COUNTY
 FINANCIAL REPORT FOR
COIT DISTRIBUTIVE SHARES
 February 28, 2014

March 13, 2014 **Meeting**

Fund - 121

	<u>ESTIMATE</u>		<u>ACTUAL</u>	
CASH BALANCE AT 1/1/14	56,544			56,544
ESTIMATED REVENUES FOR 2014:			ACTUAL REVENUES TO DATE:	
COIT distributive shares	15,082,000		Percentage of Collections:	
	<u>15,082,000</u>		16.28% 2,454,672	<u>2,454,672</u>
	15,082,000	Total Percentage of Collections	16.28%	2,454,672
TOTAL CASH & ESTIMATED REVENUES:	15,138,544	ACTUAL CASH YEAR TO DATE:		2,511,215
ESTIMATED DISBURSEMENTS:		ACTUAL DISBURSEMENTS:		
2014 Budget	15,082,000			2,376,543
Additional Appropriations				
	<u>15,082,000</u>	Percentage of Disbursements	15.76%	<u>2,376,543</u>
TOTAL BUDGETED APPROPRIATION	15,082,000			
AMOUNT LEFT FOR APPROPRIATION	<u><u>56,544</u></u>	ACTUAL CASH BALANCE YTD:		<u><u>134,672</u></u>
FOR CONSIDERATION TODAY:				
APPROPRIATIONS				

ALLEN COUNTY
FINANCIAL REPORT
HIGHWAY FUND
February 28, 2014

March 13, 2014 **Meeting**

Fund - 250

Department - Highway

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/14	5,822,241		5,822,241
ESTIMATED REVENUES FOR 2014:			ACTUAL REVENUES TO DATE:
			Percentage of Collections:
Sur Tax Distribution	1,885,800		11.69% 220,518
Wheel Tax Distribution	332,911		14.20% 47,278
Highway Fees	400,841		3.89% 15,600
MVH State Distribution	7,646,186		15.63% 1,195,119
Miscellaneous/Other	<u>127,368</u>		60.28% 76,776
	10,393,106		Total Percentage of Collections 14.96% 1,555,291
TOTAL CASH & ESTIMATED REVENUES:	16,215,347		ACTUAL CASH YEAR TO DATE: 7,377,532
ESTIMATED DISBURSEMENTS:			ACTUAL DISBURSEMENTS:
2014 Budget	10,289,229		2,437,477
2013 Encumbrances	4,045,945		
Additional Appropriations	<u> </u>		<u> </u>
TOTAL BUDGETED APPROPRIATION	14,335,174		Percentage of Disbursements 17.00% 2,437,477
AMOUNT LEFT FOR APPROPRIATION	<u><u>1,880,173</u></u>		REMAINING CASH BALANCE YTD: <u><u>4,940,055</u></u>

FOR CONSIDERATION TODAY:

APPROPRIATIONS
UNAPPROPRIATIONS

ALLEN COUNTY
FINANCIAL REPORT
LOCAL ROAD AND STREET
February 28, 2014

March 13, 2014 **Meeting**

Fund - 255

Department - Highway

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/14	2,191,074		2,191,074
ESTIMATED REVENUES FOR 2014:			ACTUAL REVENUES TO DATE:
			Percentage of Collections:
LRS Distributions	1,381,122		18.01% 248,783
Federal Reimb/Misc	186,000		108.36% <u>201,555</u>
	1,567,122		Total Percentage of Collections 28.74% 450,338
TOTAL ESTIMATED CASH:	3,758,196		ACTUAL CASH YEAR TO DATE: 2,641,412
ESTIMATED DISBURSEMENTS:			ACTUAL DISBURSEMENTS:
2014 Budget	1,567,121		278,466
2013 Encumbrances	1,967,619		
Additional Appropriations			
TOTAL BUDGETED APPROPRIATION	3,534,740		Percentage of Disbursements 7.88% 278,466
AMOUNT LEFT FOR APPROPRIATION	223,456		REMAINING CASH BALANCE YTD: <u><u>2,362,947</u></u>

FOR CONSIDERATION TODAY:

APPROPRIATIONS
UNAPPROPRIATIONS

ALLEN COUNTY
FINANCIAL REPORT FOR
REASSESSMENT 2017
February 28, 2014

March 13, 2014 **Meeting**

Fund - 261

Department - Co. Assessor

<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/14	702,587	702,587
ESTIMATED REVENUES FOR 2014:		ACTUAL REVENUES TO DATE:
2014 Property Tax	516,530	Percentage of Collections:
Less Circuit Breaker Credit	<u>(62,943)</u>	
Total Property Taxes charged	453,587	0.00%
Less Allowance for Uncollected Property Tax	(13,608)	
Miscellaneous	<u>41,228</u>	0.92% <u>381</u>
	481,207	Total Percentage of Collections 0.08% 381
TOTAL CASH & ESTIMATED REVENUES:	1,183,795	ACTUAL CASH YEAR TO DATE: 702,968
ESTIMATED DISBURSEMENTS:		ACTUAL DISBURSEMENTS:
2014 Budget	611,110	51,358
2013 Encumbrances	737	
Additional Appropriations	<u> </u>	<u> </u>
TOTAL BUDGETED APPROPRIATION	611,847	Percentage of Disbursements 8.39% 51,358
AMOUNT LEFT FOR APPROPRIATION	<u><u>571,947</u></u>	REMAINING CASH BALANCE YTD: <u><u>651,610</u></u>

FOR CONSIDERATION TODAY:

APPROPRIATIONS
UNAPPROPRIATIONS

ALLEN COUNTY
FINANCIAL REPORT FOR
Board of Health Fund
February 28, 2014

March 13, 2014 **Meeting**

Fund - 285

Department - Health

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/14	2,999,988		2,999,988
ESTIMATED REVENUES FOR 2014:			ACTUAL REVENUES TO DATE:
2014 Property Tax	2,363,127		Percentage of Collections:
Less Circuit Breaker Credit	<u>(284,819)</u>		
Total Property Taxes charged	2,078,308		0.00%
Less Allowance for Uncollected Property Tax	(62,349)		
Miscellaneous	1,590,045		14.56% 231,435
	<u>3,606,004</u>		Total Percentage of Collections 6.42% 231,435
TOTAL CASH & ESTIMATED REVENUES:	6,605,992		ACTUAL CASH YEAR TO DATE: 3,231,423
ESTIMATED DISBURSEMENTS:			ACTUAL DISBURSEMENTS:
2014 Budget	4,455,221		606,218
2013 Encumbrances	1,479		
Additional Appropriations	<u> </u>		<u> </u>
TOTAL BUDGETED APPROPRIATION	4,456,700		Percentage of Disbursements 13.60% 606,218
AMOUNT LEFT FOR APPROPRIATION	<u><u>2,149,292</u></u>		REMAINING CASH BALANCE YTD: <u><u>2,625,205</u></u>
FOR CONSIDERATION TODAY:			
APPROPRIATIONS			
UNAPPROPRIATIONS			

ALLEN COUNTY
FINANCIAL REPORT
Cumulative Capital Development
February 28, 2014

March 13, 2014 **Meeting**

Fund - 321

Dept - Commissioners

	<u>ESTIMATE</u>		<u>ACTUAL</u>	
CASH BALANCE AT 1/1/14	3,251,200			3,251,200
ESTIMATED REVENUES FOR 2014:		ACTUAL REVENUES TO DATE:		
2014 Property Tax	2,660,132	Percentage of Collections:		
Less Circuit Breaker Credit	<u>(325,237)</u>			
Total Property Taxes charged	2,334,895			0.00%
Less Allowance for Uncollected Property Tax	(70,047)			
Miscellaneous	522,175			20.32% 106,093
	<u>2,787,023</u>	Total Percentage of Collections		<u>3.81% 106,093</u>
TOTAL CASH & ESTIMATED REVENUES:	6,038,223	ACTUAL CASH YEAR TO DATE:		3,357,293
ESTIMATED DISBURSEMENTS:		ACTUAL DISBURSEMENTS:		
2014 Budget	2,810,600			265,549
2013 Encumbrances	1,197,892			
Additional Appropriations	<u> </u>			<u> </u>
TOTAL BUDGETED APPROPRIATION	4,008,492	Percentage of Disbursements		6.62% 265,549
AMOUNT LEFT FOR APPROPRIATION	<u><u>2,029,731</u></u>	REMAINING CASH BALANCE YTD:		<u><u>3,091,744</u></u>
FOR CONSIDERATION TODAY:				
APPROPRIATIONS				
UNAPPROPRIATIONS				

ALLEN COUNTY
FINANCIAL REPORT
CEDIT
February 28, 2014

March 13, 2014 **Meeting**

Fund - 329

Dept - Commissioners

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/14	10,414,920		10,414,920
ESTIMATED REVENUES FOR 2014:			ACTUAL REVENUES TO DATE:
CEDIT Tax	6,873,000		Percentage of Collections: 22.31% 1,533,123
Federal/State Project Reimbursement	0		
	6,873,000		Total Percentage of Collections 22.31% 1,533,123
TOTAL CASH & ESTIMATED REVENUES:	17,287,920		ACTUAL CASH YEAR TO DATE: 11,948,044
ESTIMATED DISBURSEMENTS:			ACTUAL DISBURSEMENTS:
2014 Budget	6,873,001		516,530
2013 Encumbrances	7,755,434		
Additional Appropriations			
TOTAL BUDGETED APPROPRIATION	14,628,435		Percentage of Disbursements 3.53% 516,530
AMOUNT LEFT FOR APPROPRIATION	2,659,486		REMAINING CASH BALANCE YTD: <u>11,431,514</u>

FOR CONSIDERATION TODAY:

APPROPRIATIONS
UNAPPROPRIATIONS

ALLEN COUNTY
FINANCIAL REPORT
MAJOR BRIDGE FUND
February 28, 2014

March 13, 2014 Meeting

Fund - 340

Dept - Highway

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/14	5,050,970		5,050,970
ESTIMATED REVENUES FOR 2014:		ACTUAL REVENUES TO DATE:	
2014 Property Tax	1,665,811	Percentage of Collections:	
Less Circuit Breaker Credit	<u>(202,684)</u>		
Total Property Taxes charged	1,463,127		0.00%
Less Allowance for Uncollected Property Tax	(43,894)		
Miscellaneous	<u>129,736</u>		0.00%
	1,548,969	Total Percentage of Collections	<u>0.00%</u> 0
TOTAL CASH & ESTIMATED REVENUES:	6,599,939	ACTUAL CASH YEAR TO DATE:	5,050,970
ESTIMATED DISBURSEMENTS:		ACTUAL DISBURSEMENTS:	
2014 Budget	1,530,035		228,401
2013 Encumbrances	4,654,535		
Additional Appropriations	<u> </u>		<u> </u>
TOTAL BUDGETED APPROPRIATION	6,184,570	Percentage of Disbursements	3.69% 228,401
AMOUNT LEFT FOR APPROPRIATION	<u><u>415,369</u></u>	REMAINING CASH BALANCE YTD:	<u><u>4,822,569</u></u>

FOR CONSIDERATION TODAY:

APPROPRIATIONS
UNAPPROPRIATIONS

ALLEN COUNTY
 FINANCIAL REPORT FOR
COUNTY BOND FUND
 February 28, 2014

March 13, 2014 Meeting

Fund - 401

Department - Auditor

	<u>ESTIMATE</u>		<u>ACTUAL</u>	
CASH BALANCE AT 1/1/14	1,277,316			1,277,316
ESTIMATED REVENUES FOR 2014:			ACTUAL REVENUES TO DATE:	
2014 Property Tax	4,480,902		Percentage of Collections:	
Less Circuit Breaker Credit	-			
Total Property Taxes charged	<u>4,480,902</u>			0.00%
Less Allowance for Uncollected Property Tax	(134,427)			
Miscellaneous	351,379			0.19% 650
	<u>4,697,854</u>		Total Percentage of Collections	<u>0.01% 650</u>
TOTAL CASH & ESTIMATED REVENUES:	5,975,170		ACTUAL CASH YEAR TO DATE:	1,277,966
ESTIMATED DISBURSEMENTS:			ACTUAL DISBURSEMENTS:	
2014 Budget	4,385,825			
2013 Encumbrances	0			
Additional Appropriations	<u> </u>			
TOTAL BUDGETED APPROPRIATION	4,385,825		Percentage of Disbursements	0.00% 0
AMOUNT LEFT FOR APPROPRIATION	<u><u>1,589,345</u></u>		REMAINING CASH BALANCE YTD:	<u><u>1,277,966</u></u>

FOR CONSIDERATION TODAY:

APPROPRIATIONS
UNAPPROPRIATIONS

ALLEN COUNTY
FINANCIAL REPORT FOR
Rainy Day Fund
February 28, 2014

March 13, 2014 **Meeting**

Fund - 736

Department - Commissioners

<u>ESTIMATE</u>		<u>ACTUAL</u>	
CASH BALANCE AT 1/1/14	13,048,447		13,048,447
ESTIMATED REVENUES FOR 2014:		ACTUAL REVENUES TO DATE:	
		Percentage of Collections:	
Community Corrections loan repayment	68,521	0.00%	
Interest/Miscellaneous	15,000	25.90%	3,885
Highway loan repayment	320,000	100.00%	320,000
	403,521	Total Percentage of Collections	80.26% 323,885
TOTAL CASH & ESTIMATED REVENUES:	13,451,968	ACTUAL CASH YEAR TO DATE:	13,372,332
ESTIMATED DISBURSEMENTS:		ACTUAL DISBURSEMENTS:	
2014 Budget approved for General Fund	0		
2013 Encumbrances	177,292		52,377
Additional Appropriations			
TOTAL BUDGETED APPROPRIATION	177,292	Percentage of Disbursements	52,377
		Temporary Loan to County General	(10,500,000)
AMOUNT LEFT FOR APPROPRIATION	13,274,676	REMAINING CASH BALANCE YTD:	2,819,955
FOR CONSIDERATION TODAY:			
APPROPRIATIONS			
UNAPPROPRIATIONS			

PERSONNEL COMMITTEE OF THE ALLEN COUNTY COUNCIL

TIME: **9:00 AM**

DATE: Thursday, February 27, 2014

LOCATION: *Citizens Square*
HR Training Room, Room 375

MEMBERS: Councilman Roy Buskirk
Councilman Darren Vogt
Councilman Larry Brown

AGENDA:

Sheriff's Department

1.) New Position (40 hours/week)

Confinement Officer – Jail POLE 3/2 \$35,192 (\$16.92/hr)

Approved 3-0 and a representative will be present at the March 13, 2014 County Council Meeting

Appropriation Line Number: New Number

Requested Effective: 3/13/2014

Other Business:

As needed

Allen County does not discriminate because of disability in the admission to, treatment or employment in, its programs or activities. The Human Resources Director has been designated to coordinate compliance with nondiscrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereafter, and Allen County's ADA Policy, are available from the ADA Coordinator. Requests for assistance or suggestions on how the County can better meet the needs of those persons with disabilities may be submitted to the ADA Coordinator at: Human Resources Department, Suite 380, 200 East Berry Street, Fort Wayne, Indiana 46802, or by telephone at 260-449-7217, TDD 260-449-3392.

**SALARY ORDINANCE
2014**

Consideration of a salary ordinance establishing the pay for an employee within the budget of the Sheriff's Department 100-5201-421

TITLE	APPROP	CLASSIFICATION	SALARY
Confinement Officer	15-39	POLE 3/2	\$35,192

WHEREAS: The Allen County Council is apprised of the need to set the salary ordinance for the Confinement Officer and is in concurrence with this need.

NOW THEREFORE: BE IT ORDAINED BY THE ALLEN COUNTY COUNCIL:

SECTION 1. The salary, wages and other compensation paid this position within the budget of the Allen County Sheriff's Department is established as described above.

SECTION 2. No additional funds are needed.

THIS ORDINANCE READ, CONSIDERED AND ADOPTED BY THE MEMBERS OF THE ALLEN COUNTY COUNCIL ON THE 13th DAY OF MARCH, 2014.

MEMBERS OF THE ALLEN COUNTY COUNCIL

AYE

NAY

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ATTEST: _____
**TERA K. KLUTZ, ALLEN COUNTY AUDITOR
SECRETARY, EX-OFFICIO**



COUNTY COUNCIL

REQUEST FOR TRANSFERS WITHIN FUND BUT BETWEEN SERIES

DEPARTMENT: Allen County Coroner's Office

NAME OF FUND: General Supplies

TOTAL AMOUNT TO BE TRANSFERRED:
\$1050.00

FROM LINE ITEM:	100-0701-442.21-01	\$ 1050.00	AMOUNT
		\$	
		\$	
TO LINE ITEM:	100-0701-442.36.07	\$ 1050.00	
		\$	
		\$	

WHY IS THIS NEEDED?
Maintenance agreement for Veri-Pic photo storage and management program.

PROJECTED EXPENDITURE FOR TRANSFER-OUT LINE ITEM:

IS THERE SUFFICIENT FUNDING FOR FUTURE NEEDS AFTER TRANSFER?
Yes

WHY IS THERE EXTRA MONEY IN THE TRANSFER-OUT LINE ITEM?

DISCUSSED WITH LIAISON? No

LIAISON'S NAME:



COUNTY COUNCIL

ADDITIONAL APPROPRIATION REQUEST FROM THE GENERAL FUND:

DEPARTMENT: HUMAN RESOURCES

LINE ITEM NUMBER: 100-4301-41.13-85

REQUESTED AMOUNT: \$ 9995.00

FOR LINE ITEM UNDER CONSIDERATION, YTD EXPENDITURES & ANTICIPATED EXPENDITURES:

YTD is \$5772.18 with \$35,779.82 still in line item. Need a total of \$51,547.00 to pay employee for all of 2014.

WAS THIS INCLUDED IN THE ANNUAL BUDGET REQUEST? IF NOT, WHY NOT?

I was in the process of recruiting for this position @ budget time & did not anticipate that I would be hiring an internal candidate

HOW WILL THIS APPROPRIATION BE USED?

To compensate the employee who is in this line item (John Gonzales) for the entire year (2014).

SPECIFIC COST OF ITEM AND HOW WAS THIS COST DETERMINED?

Employee is a Step 6. Requires additional \$8474. Difference bet. Step 6 & Step 2 plus FICA, \$650 & PERF, \$871.

HOW DOES THIS FIT INTO THE STRATEGIC PLAN?

Yes. The position is a Human Resources Generalist/Recruiter and is a job position necessary to the HR function. It is included in my strategic plan.

WAS THIS A PART OF THE STRATEGIC PLAN? IF NOT, WHY NOT?

Yes.

IS THIS A RECURRING EXPENSE? Yes. While this employee is in this line item.

WILL OTHER EXPENDITURES BE NECESSARY?

No.

DISCUSSED WITH LIAISON? Yes. Sent e-mail to Vogt, Brown and Buskirk. Larry on vacation. Heard from Darren

LIAISON'S NAME: D. Vogt

AMENDED SALARY ORDINANCE

2014

Consideration of a salary ordinance amending the pay for an employee within the budget of Allen County Superior Court 100-6201-412

TITLE	APPROP	CLASSIFICATION	SALARY FROM/TO
Dir. Criminal Division Services	15-56	EXEC	\$76,496/ Up To \$76,496

RETROACTIVE TO 3/3/2014

WHEREAS: The Allen County Council is apprised of the need to amend the salary ordinance for the Dir. Criminal Div. Services and is in concurrence with this need.

NOW THEREFORE: BE IT ORDAINED BY THE ALLEN COUNTY COUNCIL:

SECTION 1. The salary, wages and other compensation paid this position within the budget of Allen County Superior Court is amended as described above.

THIS ORDINANCE READ, CONSIDERED AND ADOPTED BY THE MEMBERS OF THE ALLEN COUNTY COUNCIL ON THE 13th DAY OF MARCH, 2014.

MEMBERS OF THE ALLEN COUNTY COUNCIL

AYE

NAY

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ATTEST: _____

**TERA K. KLUTZ, ALLEN COUNTY AUDITOR
SECRETARY, EX-OFFICIO**



COUNTY COUNCIL

ADDITIONAL APPROPRIATION REQUEST FROM THE GENERAL FUND:

DEPARTMENT: Auditor on behalf of the JOPB

LINE ITEM NUMBER: 100-4005-411.31-13

REQUESTED AMOUNT: \$ 282,454

FOR LINE ITEM UNDER CONSIDERATION, YTD EXPENDITURES & ANTICIPATED EXPENDITURES:
\$18,000 YTD and \$337,000 maximum

WAS THIS INCLUDED IN THE ANNUAL BUDGET REQUEST? IF NOT, WHY NOT?

NO. It was unknown what expenses would be incurred for the JOPB project this year.

HOW WILL THIS APPROPRIATION BE USED?

This appropriation is the amount left from the originally approved \$1.4 million. This will be used to fund current budgeted expenditures which are in excess of this request. We will receive 50% of this back from the City which will be deposited in the General Fund.

SPECIFIC COST OF ITEM AND HOW WAS THIS COST DETERMINED?

\$1.4 million project approval with \$1,117,546 spent or encumbered to date.

HOW DOES THIS FIT INTO THE STRATEGIC PLAN?

Streamline permitting processes. Part of the JOPB

WAS THIS A PART OF THE STRATEGIC PLAN? IF NOT, WHY NOT?

Part of JOPB

IS THIS A RECURRING EXPENSE? NO

WILL OTHER EXPENDITURES BE NECESSARY?

If current budget estimates hold true, then future expenditures will be necessary. However, future funds will need approval from County and City council as the original 50/50 cost-splitting was only for \$1.4 million

DISCUSSED WITH LIAISON? Emailed Darren, Roy, & Larry

LIAISON'S NAME: Darren

JOPB Appropriation Request

Contractor	Expenses as of 2/21/14	City 50% Reimb. to County As of 2/21/14
1) Brilljant	281,870.66	140,935.32
2) Clarion	243,127.95	119,043.52
3) Abonmarche	6,555.76	3,277.88
5) Colonial Development	15,056.25	7,228.12
6) Robert Olmstead Enterprises	45,280.89	22,640.44
7) ATOS and IT Software	99,977.63	48,216.71
8) Ruiz Projects LLC	37,450.00	14,135.00
9) DPS	981.77	-
10) MoeLan Consulting LLC	-	-
Totals	730,300.91	355,476.99

Overall JOPB Financial Overview	
Initial amount approved for project	1,400,000.00
-Less Expenditures to date:	
Accela Enterprise License	350,000.00
All other Combined Expenses	730,300.91
-Less Current Funds appropriated	37,244.65
Total Funds remaining	282,454.44

Amount requested for appropriation	282,454
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This appropriation is the amount remaining from the \$1.4 million originally approved for the project and is necessary at this time as we currently have budgeted expenditures in excess of this amount. As this money is actually spent, we will seek the 50% reimbursement from the City which will be deposited back into the General Fund.

Any additional appropriations going forward would require consent from both County and City Councils as they would be for expenditures in excess of the \$1.4 million that was originally agreed upon.