

MINUTES

BUDGET/AUDIT COMMITTEE

DRAFT

111 S. Michigan Ave., Room 200, Saginaw, MI 48602

Thursday, January 16, 2025 – 4:00 p.m.

Present: Christopher Boyd – Chair, Tracey Slodowski – Vice-Chair, John Kaczynski, Michael Webster, Jack Tany

Others: Mary Catherine Hannah, Koren Thurston, Dave Gilbert, Vanessa Guerra, Darcie Totten, Jaime Ceja, Renee Sharkey, and Catherine Hicks

I. Call to Order --- **at 4:00 p.m.**

II. Welcome – Welcome to John Kaczynski (1st Committee meeting)

III. Correction/Approval of Minutes (**December 5, 2024**)

---Moved by Tany, seconded by Slodowski. Motion carried.

IV. Public Comment (*Speakers limited to 3 minutes*) ---**None**

V. Agenda

1. **Koren Thurston, Finance Director**, re:

- **1-21-3** Approval of Vendor Transactions, Dec. 1 – 31, 2024 - \$10,499,541.77
---Moved by Webster, seconded by Tany, to approve. Motion carried. (Board Report)
- **1-21-4** Submitting the Monthly Financial Statement for September 2024, including unaudited information for the 2025 fiscal year through September and summarizing revenues and expenditures for the County’s General Fund to provide management with an overview of the preliminary year-end financial status
---Moved by Webster, seconded by Kaczynski, to receive and file. Motion carried. (Receive & File)
- **1-21-5** Submitting the Monthly Financial Statement for December 2024, including unaudited information for the 2025 fiscal year through December and summarizing revenues and expenditures for the County’s General Fund to provide management with an overview of the preliminary year-end financial status
---Moved by Webster, seconded by Kaczynski, to receive and file. Motion carried. (Receive & File)
- **1-21-6** Submitting a report of budget adjustments approved by the County Administrator (or their designee) including grants accepted on behalf of the County for October 1, 2024 through December 31, 2024 and approved budget adjustments carried forward from fiscal 2024 as outlined in Budget Resolution “A”
---Moved by Tany, seconded by Webster, to receive and file. Motion carried. (Receive & File)
- **1-21-7** Submitting proposed changes to County Policy #351 Travel
 - Policy title to include other employee expense reimbursements
 - Clarified expense reimbursement submissions and deadlines
 - Meal reimbursement to be based on **actual** cost incurred up to a \$50 daily maximum
 - Detailed receipts for meals and all expenses incurred are required

***---Moved by Webster, seconded by Tany, to approve as amended. Motion carried.
(Board Report)***

2. **Mary Catherine Hannah, County Administrator**, re:

- **1-21-8** Requesting an amendment to the approved FY 2024-2025 budget (no impact on the General Fund) by allocating \$80,000 from the Public Improvement Fund balance of \$1,250,744 to the parking and wayfinding study approved by the Board of Commissioners

***---Moved by Slodowski, seconded by Webster, to approve. Motion carried.
(Board Report)***

3. Any other matters to come before the committee ***---None***

VI. Miscellaneous ***---None***

VII. Adjournment ***---Moved by Tany, seconded by Webster, to adjourn; time being 4:55 p.m.***

Respectfully Submitted,
Christopher Boyd, Committee Chair
Vanessa Guerra, Committee Clerk