



COUNTY OF SAGINAW

OFFICE OF COUNTY CONTROLLER

111 SOUTH MICHIGAN AVENUE
SAGINAW, MICHIGAN 48602

ROBERT V. BELLEMAN

Controller/Chief Administrative Officer
rbelleman@saginawcounty.com

June 1, 2015

Honorable Chair and Members of the
Saginaw County Board of Commissioners
Saginaw County Courthouse and Governmental Center
111 S. Michigan Avenue
Saginaw, MI 48602

RE: **2016 Fiscal Year Budget**

Dear Chair Hanley, Vice-Chair McInerney and Commissioners:

In accordance with the Uniform Budgeting and Accounting Act, P.A. 2 of 1968 as amended, and the County of Saginaw Board of Commissioners adopted **Budget Calendar**, I hereby present to you the proposed Fiscal Year 2016 (October 1, 2015 through September 30, 2016) budget for all funds. The proposed budget for all funds totals \$154,614,681. This proposed budget is a \$10,188,602 decrease over the current amended FY 2015 budget.

The FY 2016 General Fund Budget, which totals \$44,177,552, does balance. Initially, Department requests exceeded revenues by approximately \$1,160,000. When the Finance Department issued the budget worksheets to all departments, the General Fund had a surplus of over \$200,000. The initial General Fund budget also included a \$500,000 contribution to the Public Improvement Fund as was projected in the multi-year budget forecast model presented to the Board of Commissioners at the Committee of the Whole meeting on February 5, 2015. Additionally, the initial General Fund budget included a \$377,000 contribution to Other Post-Employment Benefits. However, the deficit required those contributions be eliminated in the General Fund budget you are receiving. The deficit, in part, was because of the requests from the following funds for additional General Fund financial support:

- Prosecutor Special Projects – requests for additional \$1,035
- Law Enforcement Fund (Fund 207) – request for additional \$360,320
- Friend of the Court – request for additional General Fund support of \$106,170
- Child Care Fund – request for additional General Fund support of \$174,138
- MSUE – request for additional General Fund contribution of \$6,036
- Planning Department – request for an additional \$5,513 contribution

Furthermore, Michigan Association of Counties (MAC) informed its members in its May 15, 2015 Legislative update, counties would no longer receive the same level of funding under the Tri County Convention Facilities Tax/4% State-wide Liquor Tax as in previous years. In FY 2015 the County of Saginaw is scheduled to receive approximately \$1,735,148 which is equally shared with Mid State Health Network for substance use disorder treatment and prevention programs and services. The FY 2015 budget reflects the County's share as \$830,989. According to MAC, Saginaw County will receive \$445,327 in Fiscal Year 2016, which represents a loss of \$385,662.

Koren Reaman, Finance Director, and I went through each budget line by line to examine department anticipated revenues and proposed expenditures. We made adjustments in line with actual historical trends associated with revenues and expenditures or adjusted revenues and expenditures based on information supplied by the department at the time their budget was requested or through additional information supplied during our review process. Some requests from departments within the General Fund were not honored because of insufficient revenues. The General Fund budget as presented to you does include additional contributions to the Prosecutor Special Project, the Law Enforcement Fund, the Friend of Court, and the Planning Department.

The Child Care fund will use more of its fund balance as opposed to rely on the General Fund for those additional dollars. The MSUE amount was reduced to avoid the use of General Fund fund balance in balancing the FY 2016 budget.

Several of the Board of Commissioners priorities as established at our Strategic Planning Retreat, have been included in the FY 2016 budget. Specifically, there are dollars proposed to commence the County-wide compensation study, to continue investment in technological upgrades, and maintaining the same level investment in Saginaw Future for economic development related activities.

Other Board of Commissioners established priorities are in progress; and as such, I was unable to budget dollars in FY 2016 until more firm costs have been prepared. For example, gga continues to perform under the contract with the County to complete its needs assessment of the Saginaw County Jail. The needs assessment should be finalized within the next thirty to sixty days at which time that information will be presented to the Jail Subcommittee for its review and consideration of a possible recommendation to Courts and Public Safety and ultimately to the Board of Commissioners. Likewise, the Saginaw County Animal Control Advisory Council established a sub-committee to work on identifying support for the renovation and/or expansion of the Saginaw County Animal Care Center. Additionally, the County is finalizing the appointment of a 35 member Retiree Healthcare Taskforce that will examine the cost associated with Retiree Healthcare and make recommendations to the Board of Commissioners on how to address the unfunded, actuarially accrued liability of approximately \$127,000,000 and controlling costs relative to Retiree Healthcare.

Retiree Healthcare allocation methodology was modified in FY 2016 budget to allocate the cost of Retiree Healthcare to all employees at a cost of \$9,200 per employee as opposed to the previous methodology which would have allocated the cost of Retiree Healthcare only to employees who are eligible for Retiree Healthcare. The pool of active employees eligible for Retiree Healthcare is shrinking and as such this methodology would be financially burdensome to departments. In FY 2015 the amount allocated was \$19,900 per active employee eligible for Retiree Healthcare. Absent this change the allocation would have been approximately \$21,800 for FY 2016.

Attached herewith and incorporated into the FY 2016 budget are four (4) resolutions (A-D), which are to be adopted by the Board of Commissioners.

- Resolution A sets forth the annual budget appropriations for all departments and restrictions for use of those appropriations.
- Resolution B sets certain wage schedules not already contained in Board of Commissioners approved labor agreements. The list of Authorized Personnel only represents Controller recommended position additions and deletions.
- Resolution C identifies capital outlay items for approval.
- Resolution D sets fees for all departments.

Budget Highlights

I want to highlight changes in the proposed budget and to draw the Board's attention to these changes so you remain fully cognizant of the annual appropriation you will authorize at the September 15, 2015 meeting.

101-10100 Board of Commissioners

"Hospital Retiree Reserve" - The Board of Commissioners Hospital Retiree Reserve line item increased by \$44,500 and represents the new retiree healthcare cost allocation implemented in FY 2016's budget. The increase is attributed to the allocation of \$9,200 to each Commissioner eligible for retiree healthcare (4) and the three Board of Commissioners' Staff.

101-13100 Circuit Court

The Circuit Court proposed a full time position of "Court Collections Coordinator" at an additional cost of \$81,347 (wages and benefits). Unfortunately, the General Fund budget had insufficient revenues to cover the cost of this new position. As such, the proposed Court Collections Coordinator position is not included in the FY 2016 Budget.

The Circuit Court budget included a part time Jury Coordinator position at a .88 PCN which reflects 70.4 hours. Under the Affordable Care Act, any employee working in excess of 29 hours, on average per week is entitled to healthcare benefits. As such, the FY 2016 General Fund budget reflects an increase appropriation to Circuit Court of \$26,394 for healthcare and other related benefits associated with the Jury Coordinator position and which is afforded to fulltime employees under the applicable Collective Bargaining Agreement.

101-14800 Probate Court

"Court Appointed Attorney" – The Probate Court requested a \$6,000 increase above the FY 2015 Budget to cover a \$92.84 per week increase in attorney pay as the number of hearings have increased.

"Machinery and Equipment" – Probate Court is requesting \$10,000 in FY 2016 for the purchase of a new reader printer (microfilm viewer)

101-14900 Family Division

"Office Equipment" – R&M line item of \$23,000 in FY 2015 was consolidated to Maintenance Agreements with FY 2015 budget of \$3,495 and increased by \$22,915 for FY 2016 to cover all maintenance and licensing agreements.

"Capital Outlay Under \$5,000" – The Family Court is requesting \$12,746 in FY 2016 to implement Phase 2 of the Paperless Project for Juvenile Court. This request will bring the total cost invested to date in Document Imaging to \$105,332. The Document Imaging project, which commenced in April, 2013 is now at a point of being used by Family Court Staff.

101-16800 Jury Commission

"Jury Commission Per Diem" – County Clerk is recommending this budget be reduced from \$1,500 to \$300 by reducing the annual per diem from \$500 to \$100. This Jury Commission previously met five (5) times a year but now only meets once. This adjustment would involve the concurrence of the Chief Judge and the Board of Commissioners.

101-21000 Corporation Counsel

Corporation Counsel FY 2016 budget was increased by \$12,600 for retainer and labor relations related legal service associated with an adjustment in the hourly rate of \$5/hr.

Also, the Corporation Counsel Cost Center reflects a new line item of \$50,000 for Outside Counsel. On occasion, I have requested and authorized with the concurrence of Civil Counsel the use of specialized legal services to assist with ADA issues and defense of uninsured litigation.

101-21500 County Clerk

"Pistol Permits" line item is reduced by \$60,000 to \$0 due to the change in legislation pertaining to Concealed Weapons Licensing (CPL) Fees. Under the new law, the County will create a new fund – Fund 226 Concealed Pistol Licensing Fee. The current Gun Board will cease its role and responsibilities on December 1, 2015. The County Clerk will be responsible for sending out renewal letters and will be able to retain a portion (\$7) of the renewal fee (\$115). Applicants will be able to obtain finger print services at any agency providing these services

(local law enforcement, Sheriff's Department, State Police). The fee for finger printing is \$15. The fee would be credited to the Sheriff's Department if it provides the service. The CPL application fee (\$26) or renewal application fee (\$36) will be deposited in the new CPL Fund and can only be used to cover costs associated with staffing, technology, office supplies, and document storage.

101-22300 Controller

Temporary line item includes \$14,837 for a paid internship. The intern would be paid \$10 an hour and assist the Controller and Personnel Director in various projects throughout the year.

101-22302 Controller – Financial Management

"Supervisory S&W" and related benefit line items were increased by the aggregate-amount of \$14,604 to cover costs associated with a realignment of accounting personnel through the creation of a Senior Accountant Position. The Finance Department experienced the retirement of an accountant in April and believes it was appropriate and beneficial to re-align its staff.

101-22353 Controller – Personnel

"Contractual Services" line item was increased by \$80,000 to cover costs associated with a County-wide Compensation Study. The Board of Commissioners identified a County-wide Compensation Study as one of its top priorities (goals).

101-23000 Prosecutor – Welfare Enforcement

"Prosecutor - Welfare Enforcement Office" will receive a \$212,532 contribution from the General Fund representing a \$30,888 increase from FY 2015.

101-26506 Other County Properties

"Salary and Wages and Benefits" reflects an increase of \$43,333 to cover the cost associated with hiring an additional electrician, Six months prior to the current electrician's retirement. The additional electrician would job shadow the current electrician and become acquainted with County properties and related electrical infrastructure.

101-35100 Sheriff's Department Jail Division

"Permanent Overtime Premium" was increased by \$50,000 from \$150,000 to \$200,000 which is \$90,000 less than Department requested because of insufficient funds in the General Fund to cover the full amount requested. Also, "S&W – Temporary" line item was reduced from \$230,000 to \$180,000 due to insufficient resources in the General Fund and because overall inmate population has been declining.

101-44500 Drain – County at Large

"County's Special Assessment" was increased by \$150,000 from FY 2015 to cover cost associated with several drain project scheduled during 2016. Likewise, "Reimbursement County at Large Drains" increased \$75,823 representing contributions from the Road Commission.

101-60151 Medical Examiner

"S&W Permanent" increased \$41,187 (net increase) representing a full-time Clerk-Typist II position. Currently, the Medical Examiner's Office utilizes a part time Clerk – Typist II. The County has received several complaints about delayed death certificates, inability to reach staff, and backlog on record-keeping. A full time Clerk-Typist will assist in resolving these issues.

101-89950 Contributions – Other Agencies

“CONTR - Veterans’ Conventions” was reduced from \$5,000 to \$0 as we are unaware of any requests for FY 2016.

“CONTR - GIS Authority” was increased \$7,320 or \$0.10 per parcel for FY 2016.

101-96500 Contribution to Other Funds

“CONTR – Law Enforcement” requires an additional contribution from the General Fund of \$360,320. County Policy #224 has the County contributing \$411,208 to the Law Enforcement Fund (Fund 207). However, the Law Enforcement Fund required a total of \$531,026 in addition to Policy require contribution. The Sheriff’s Road Patrol Fund will contribute \$170,706 to the Law Enforcement Fund.

“CONTR – FOC Account 294” reflects an increased contribution of \$95,120 to cover costs associated with reduced State funding because of the County’s change in Retiree Healthcare allocation methodology.

“CONTR – MSU Extension Special Projects” is decreased by \$33,148 from FY 2015. Unfortunately, the County needed to decrease its contribution to MSU Extension because of increased contributions to County Departments. (i.e. FOC, Law Enforcement Fund)

“CONTR – Planning Commission” – The recommended contribution to the Planning Department is increased \$5,513 to balance its budget.

“CONTR – Prosecutor Special Projects” – The contribution to the Prosecutor Special Projects is increased by \$53,117 primarily due to reduction in State grants.

Fund 205 County Road Patrol Millage

The anticipated revenues for Fiscal Year 2016 exceed projected expenditures by \$170,706. This excess revenue will be transferred to Fund 207 Law Enforcement Fund to cover projected shortfalls in that budget.

Fund 207 Law Enforcement Fund

“CONTR – General Fund” will total **\$771,348** or \$360,320 above County Policy #224. County Policy #224 (Sheriff Services Millage) states the County of Saginaw, through annual appropriations of its Board of Commissioners, would **maintain** its financial support of the Sheriff Services millage at the Fiscal Year 2012 level adjusted for changes in Taxable Value. In accordance with Policy #224, the General Fund Contribution to the Sheriff Services Millage/Law Enforcement Fund would be \$411,028. However, the Law Enforcement Fund needs an additional General Fund contribution of \$360,320 to balance.

“CONTR – Road Patrol” – This line item reflects the \$170,706 contribution from Fund 205 (Road Patrol Millage) to Fund 207 (Law Enforcement Fund).

“Reimbursement – Health Department” reflects a reimbursement of \$70,000 from the Health Department to the Law Enforcement Fund for services provided to the Health Department under Treatment and Prevention Substance Abuse. However, the Health Department is uncertain whether Mid State Health Network will continue this funding. Mid State Health Network, the Regional Community Mental Health Entity, is responsible for allocating substance use disorder funds to service providers.

Fund 215 Friend of Court

Friend of Court FY 2016 budget reflects a decrease of \$95,120 in Federal and State Grants and other revenue line items.

Additionally, the State is modifying how it provides technical support to the Friend of Court requiring the complete replacement of all State provided computers in FY 2016. The Saginaw County FOC was required to be "County managed" to use its imaging system and interface with Circuit Court; financials, payroll, etc. As such, FOC will be required to replace 47 computers, and monitors, and 10 printers. The State will assist with this project by covering 66% of the cost or \$83,043 of the \$126,561 total.

Fund 208 Parks and Recreation

The FY 2016 Parks and Recreation budget includes \$80,000 in Special Projects for park development, park maintenance or park programming in the City of Saginaw as will be finalized by the Parks and Recreation Commission. Also, the FY 2016 Parks Budget includes \$80,000 in grants and awards for local match on future Michigan Natural Trust Fund grants or Federal grants. Additionally, the Parks and Recreation revenue for FY 2016 exceed projected expenses by \$277,827 which will go into the Parks and Recreation fund balance.

Fund 221 Health Services

The Health Departments FY 2016 reflects significant loss of grant and other revenues resulting in the need of reduction in force either through attrition and/or layoffs. Specifically, the State of Michigan had, in October 2011, selected Saginaw County as its Regional Laboratory for STD testing. This selection gave the Health Department approximately \$350,000 to \$400,000 in revenue to its laboratory from 17 other counties and the City of Detroit.

The State has experienced a significant decline in STD testing related work, and as such, the State notified the Health Department it no longer would be directing STD testing to the County. Likewise, GLBR Michigan Works! Has notified the Health Department it would not be renewing its lease for office space resulting in the loss of approximately \$50,000 in revenues. Also, the effects of the Affordable Care Act have impacted anticipated revenues. Additionally, the State of Michigan has created the Regional Substance Use Disorder Treatment Agency and as a result all TAPS related funding will be directed to Mid State Health Network.

The Health Department has submitted its proposed FY 2016 budget with the reduction of 10.5 positions, elimination of the Dental Program, increased fees in the laboratory services area and building rent, and \$391,120 use in fund balance.

Koren Reaman, Jennifer Broadfoot and I have met with John McKellar and Kathy Meyer on several occasions to examine the proposed FY 2016 budget, discuss personnel reduction options and review the use of fund balance. For example, the Health Department proposes to use approximately \$93,111 of fund balance for the laboratory. This use of fund balance for the laboratory is unsustainable. A further review of the laboratory costs, its operations and other revenue options should be a priority. Furthermore, the Health Department staff needs to assist the Board of Health in examining current programs and services to determine what role the Health Department has in the post Affordable Care Act environment. Programs provided by the Health Department may be more effectively obtained through private physicians or Central Michigan University College of Medicine.

Fund 228 Solid Waste Management

Solid Waste Management Fund FY 2016 budget includes the use of fund balance in the amount of \$135,220. The budgeted use of fund balance in FY 2015 was \$135,391. The Solid Waste Management fund balance as of September 30, 2014 was \$284,695.50. If approved and used, the Solid Waste Management fund balance will be \$14,084.50 at the end of FY 2016.

Fund 238 Commission on Aging

Commission on Aging FY 2016 budget proposes to use \$44,000 in fund balance for Capital Projects. The Capital Projects include Marie Davis Center cooling unit (\$18,000), Eleanor Frank Center multipurpose room carpet/floor covering replacement and office and stairwell repainting (\$25,000) and Marie Davis Center carpet replacement (\$1,000).

Commission on Aging anticipated Federal and State grants in the amount of \$44,350 for the purchase/replacement of a transportation van. The budget also includes \$3,000 as revenue in the transportation cost center for the sale of the existing van.

I believe COA should pursue a partnership with STARS to address COA's transportation needs. I believe a partnership would improve efficiency and long term sustainability.

Fund 240 Mosquito Abatement Commission

The Mosquito Abatement Commission FY 2016 budget includes \$92,350 in Capital Projects with \$40,000 in main building roof replacement and insulation repairs; and \$52,350 to replace two vehicles and an ATV.

Fund 241 River Preservation Fund

The River Preservation Fund FY 2016 budget includes \$130,000 in State grants and related projects costs associated with the County's local share in the Saginaw River Deepening Feasibility Study. The Michigan Economic Development Corporation awarded Saginaw County \$280,000 in FY 2015 as the County's share in this study

Fund 250 Animal Control

Saginaw County Animal Care Center FY 2016 budget relies on \$57,784 in donated revenues to balance its budget. These donations are being used in the areas specified by the donor; such as routine care, medical/emergency.

Dog License Revenue has decreased over the previous two (2) years. The FY 2016 Animal Control budget reflects this downward trend resulting in the loss of \$10,000 in revenues. A County wide Dog License census may need to be implemented as verification pet owners have secured the proper license. Staff has suggested an amnesty program to encourage pet owners to obtain the license without fear of a penalty.

The FY 2016 Animal Control budget does not reflect an additional Animal Control Officer as was originally proposed.

Fund 280 Sheriff Special Projects

Plus-Home Surveillance Program

Plus-Home Surveillance Program's FY 2016 Budget reflects the increased staffing of a full time Deputy as approved by the Board of Commissioners at its February 2015 meeting. The Plus-Home Surveillance Program budget will require the use of fund balance in the amount of \$191,184. The FY 2015 budget included \$34,660 in use of fund balance. The fund balance for the Plus Fund, as of September 30, 2014, was \$752,843.45. As such, the continuous use of fund balance to operate this program is unsustainable. However, if the court increases its use of the Plus-Home Surveillance Program as an alternate to incarceration then additional funding may become available through the jail budget.

Fund 282 Prosecutor's Special Projects Fund

There are five (5) Prosecutor's Special Projects. The five Special Projects will require General Fund support of \$326,936 in the FY 2016 budget. This General Fund support represents a \$1,035 or .03% increase over FY 2015 Budget. Specific Special Project budgets include:

		<u>Grant</u>	<u>General Fund</u>	<u>Other</u>
282-22902	Prosecutor's Auto Theft	\$ 69,954	\$ 73,319	
282-22904	Prosecutor's Victim's Rights	\$226,231	\$ 0	
282-22905	Prosecutor's Asset Forfeiture	\$ 18,595	\$184,828	
282-22912	Major Crimes Prosecution Grant	\$200,000	\$ 68,789	
282-22915	Prosecutor's Drug Forfeitures	\$ 0	\$ 0	\$20,000
TOTAL		\$514,780	\$326,936	\$20,000

Fund 292 Child Care – Family Division

The Child Care Fund Fiscal Year 2016 budget includes an increase use of fund balance of \$174,138 over FY 2015. The use of fund balance is to maintain the budget at a specific level of funding, especially State Institutions (\$740,000), Int. Clinical Home-based Service (\$322,000), Int. Wraparound Services (\$235,000), and Board and Care General (\$263,860) as these services along with others are shared costs with the State on a 50%/50% basis. In fact, the Child Care Fund budget, once approved by the Board of Commissioners, is submitted to the State of Michigan for its approval and for inclusion of the State's share of its budget.

Fund 661 Motor Pool

Sheriff's Vehicle Pool. The FY 2016 Motor Pool fund budget included a request from the Sheriff's Department to replace nine (9) vehicles at an estimated cost of \$205,000. The nine (9) vehicles included five (5) marked (Patrol) vehicles and four (4) unmarked (Detective and/or Command) vehicles. Unfortunately, there are no resources within the FY 2016 budget to cover costs associated with this request unless the Sheriff's Department reduces expenditures in other funds or the Board of Commissioners appropriate the use of General Fund fund balance.

The Finance Department and I will review the Fiscal Year 2015 budget to determine whether any of the requested vehicle purchases could be achieved in this year's budget.

Fund 698 Employee Benefits

"Health Insurance – BCBS" and "Health Insurance – HealthPlus" combined reflect an increase of 8.6% over FY 2015 budgets. The multi-year budget financial model dated January 29, 2015 assumed an annual health care cost increase of 6 percent.

The FY 2016 maintains the "Hard Cap" approach to the employer – employee cost share as required under Public Act 152.

698-87100 Workers' Compensation

The FY 2016 Budget includes \$250,000 in the Workers' Compensation Fund to cover costs associated with accommodation requests under the Americans with Disabilities Act and/or ergonomics related issues.

Fund 712 Saginaw Children's Zoo Millage

The Fiscal Year 2016 budget, for the first time, includes the recent voter approved millage for the Saginaw Children's Zoo. The voter approved .2 mill levy will generate an estimated \$947,059 in revenues.

Millage – Sheriff Road Patrol and Special Services Millage Schedule to Expire

The Sheriff's Road Patrol Millage is scheduled to expire in December, 2016 and the Sheriff Special Services Millage (Law Enforcement Millage) is scheduled to expire in December, 2015. Part of the multi-year budget forecast model was to project the millage rate the Sheriff's Department would need to properly fund Road Patrol and Law Enforcement activities. The specific millage amount has yet to be determined. One of the key factors in determining the millage levy will be the overall costs of the operation and renovation of the jail. There may be cost savings associated with the jail renovation that could assist in reducing current costs and thus minimizing the size of a millage increase.

Capital Budget

The proposed FY 2016 Capital Budget totals \$1,241,731 which represents an increase of \$163,946 over FY 2015 Capital Budget. Departments were requested to submit not only the proposed FY 2016 Capital Improvement requests but also to update the 5 Year Capital Improvement Plan so the County can continue to monitor the needs of our departments and continue to invest in its properties and buildings.

Use of Fund Balance

The proposed FY 2016 budget reflects certain funds use of reserves to cover operating or capital costs. Attached herewith is a report titled List of Departments Using Fund Balance FY 2016 (Draft #1 Budget) for your review and consideration.

Staffing

The FY 2016 Budget (Resolution B) establishes Authorized Personnel a total of 623.13 positions for a net reduction of 10.10. The 623.13 positions were reflected in the Controller's Approved Budget Amounts.

Sixteen of the County's Collective Bargaining Agreements are scheduled to expire on September 30, 2015 and negotiations have commenced.

Total budget wages for FY 2016 are \$31,010,666
Total budget wages for FY 2015 are \$32,198,062
Total actual wages for FY 2014 were \$31,737,219.

The total budget wages for FY 2016 reflect a \$726,553 (2.29% decrease) over FY 2014 actual wages.

The FY 2015 budget included the 1% wage increase granted to all employees as part of the approved Collective Bargaining Agreements. The FY 2016 budget does not reflect any base wage increase or lump sum payments.

The FY 2016 appropriation was made possible by the dedication of Finance Director, Koren Reaman and her staff. I would like to extend my appreciation to Ms. Reaman for assisting me in balancing the proposed FY 2016 budget. I would like to also thank Cathy Brickel, Management Assistant for preparing this budget letter.

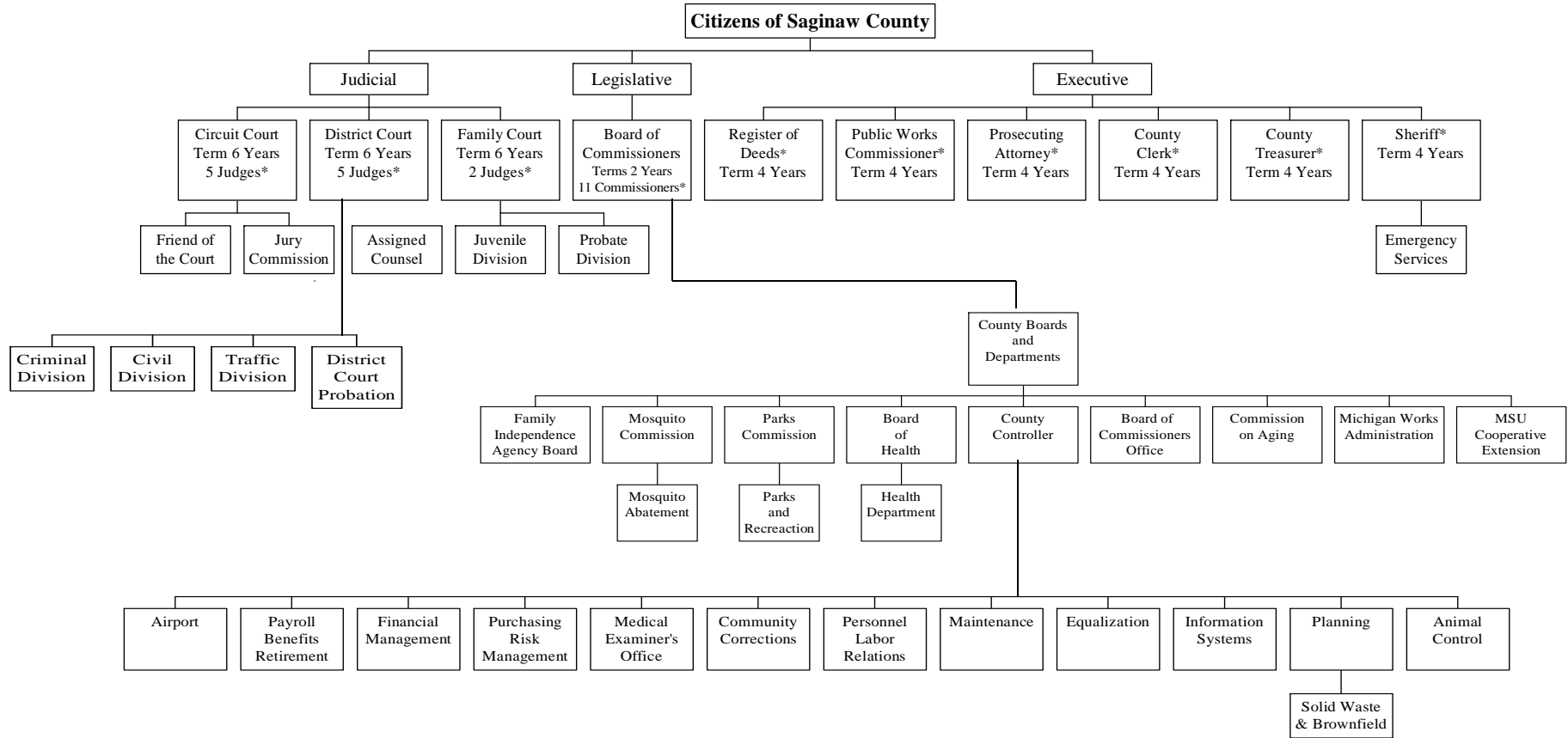
If you have any questions, please feel free to contact me at (989) 790-5578.

Respectfully,

Robert V. Belleman
Controller/CAO

Enclosures

County of Saginaw Organizational Chart 2016



*Elected Officials

County of Saginaw Board of Commissioners 2015

<u>District</u>	<u>Commissioner</u>
District 1	Patrick A. Wurtzel
District 2	Chuck M. Stack
District 3	Kirk W. Kilpatrick
District 4	Susan A. McInerney
District 5	James G. Theisen
District 6	Kathryn A. Kelly
District 7	Cheryl M. Hadsall
District 8	Dennis H. Krafft
District 9	Robert M. Woods, Jr.
District 10	Carl E. Ruth
District 11	Michael J. Hanley

County of Saginaw

Elected Officials

2015

Circuit Court Judge	Hon. Janet M. Boes
Circuit Court Judge	Hon. Frederick L. Borchard
Circuit Court Judge	Hon. James T. Borchard
Circuit Court Judge	Hon. Darnell Jackson
Circuit Court Judge	Hon. Robert L. Kaczmarek
District Court Judge	Hon. Terry L. Clark
District Court Judge	Hon. A.T. Frank
District Court Judge	Hon. M. Randall Jurrens
District Court Judge	Hon. Kyle Higgs-Tarrant
District Court Judge	Hon. M.T. Thompson
Probate Judge Assigned to Family Division	Hon. Barbara E. Meter
Probate Court Judge – Estate	Hon. Patrick J. McGraw
County Treasurer	Timothy M. Novak
Prosecuting Attorney	John A. McColgan
County Clerk	Susan S. Kaltenbach
Sheriff	William L. Federspiel
Public Works Commissioner	Brian J. Wendling
Register of Deeds	Mildred M. Dodak

County of Saginaw Principal Non-Elected Officials 2015 ~ 2016

<u>DEPARTMENT OFFICE PROGRAM</u>	<u>NAME AND TITLE</u>	<u>PHONE NUMBER</u>
Animal Control	Robert. V. Belleman, Acting Director	797-4500
Board of Commissioners	Michael J. Hanley, Chair	790-5267
Board of Commissioners	Sue E. Koeplinger, Board Coordinator	790-5267
Circuit Court	Lance S. Dexter, Administrator	790-5470
Commission on Aging	Karen Courneya, Director	797-6880
9-1-1 Com. Center Authority	Thomas E. McIntyre, Director	790-5504
Community Corrections	Mary M. Amend, Manager	790-5584
Controller/Chief Admin Officer	Robert V. Belleman, Controller/CAO	790-5210
Controller/Event Center	Robert V. Belleman, Controller/CAO	790-5210
County Clerk	Thressa A. Zolton, Chief Deputy	790-5251
District Court	Paula J. McGlown, Administrator	790-5363
Emergency Services	Lt. Mark T. Przybylski, Director	797-6850
Equalization	James T. Totten, Director	790-5260
Facilities Management	Bernard G. Delaney, Jr, Director	790-5235
Financial Services	Koren A. Reaman, Director	790-5218
Friend of the Court	Susan K. Prine, Friend of the Court	790-5300
Geographic Information System	Diane L. Vacik, Manager	790-5506
Harry Browne Airport	Al Kaufman, Manager	758-2459
Health Department	John McKellar, Health Officer	758-3818
Information Systems & Services	Mark K. Angliss, Manager	790-5506
Juvenile Detention Home	Elverna L. Ponder, Director	799-2821
Legal Counsel	André R. Borrello, Attorney	790-5214
Maintenance	Bernard G. Delaney, Jr, Director	790-5235
Mental Health Authority	Sandra Lindsay, Director	797-3400
MSU Extension	Deanna L. East, Director	758-2510
Michigan Works! Administration	Edward M. Oberski, Director	754-1144
Mosquito Abatement Commission	Bill W. Stanuszek, Director	755-5751
Parks & Recreation Commission	Brian W. Lechel, Director	790-5280
Personnel	Jennifer J. Broadfoot, Director	790-5507
Planning	Doug A. Bell, Director	797-6800
Probate Court	Terry K. Beagle, Register of Probate	790-5320
Prosecuting Attorney	Christopher Boyd, Assistant Prosecutor	790-5330
Pros. Attorney Welfare Enf.	Joseph S. Scorsone, Asst. Prosecuting Attn.	790-5315
Public Works Commissioner	Nancy I. Schultz, Chief Deputy	790-5258
Register of Deeds	Penny L. Klein, Chief Deputy	790-5270
Retirement	Amy J. Deford, Retirement Coordinator	790-5211
Sheriff	Phil J Hart, Undersheriff	790-5456
Treasurer	Jana M. Barry, Chief Deputy	790-5232

UNFINISHED BUSINESS

FROM: COMMITTEE ON APPROPRIATIONS -- 4.2

*AMENDED

SEPTEMBER 15, 2015

~~AUGUST 18, 2015~~

Your Budget Audit Subcommittee received Communication No. 6-16-18 dated June 1, 2015 from Robert V. Belleman, Controller/CAO, submitting Draft #1 of the recommended Fiscal Year 2016 Budget. This Draft #1 of the Budget was submitted with all funds in balance. Each committee reviewed the proposed budgets and a Committee of the Whole meeting was held. The Budget was previously distributed to each commissioner and is available for review in the Office of the Board of Commissioners. The Budget Audit Subcommittee of Appropriations reviewed the budget as submitted, considered information presented at the Committee of the Whole meeting and have made amendments to Draft #1 of the 2016 Budget. These amendments have been incorporated herein as Draft #2 of the Fiscal Year 2016 Budget.

Resolution A contains the amended total budget for the County including the General Fund. The amended total County Budget for Fiscal 2016 is \$154,984,165 which is a 6.36% percent decrease from the current amended Fiscal 2015 Budget. The amended General Fund Budget for Fiscal 2016 is \$44,200,536 which represents an increase of \$196,454 or .45 percent over the current amended Fiscal 2015 Budget. The General Fund budget includes the use of \$22,984 in fund balance and will be subject to further expense control to ensure expenditures do not exceed revenues. Resolution A also contains the proposed County millage rates to be levied December 1, 2015 and July 1, 2016, as well as the authorization of the 9-1-1 surcharge to fund operations as set forth in the 2016 Budget.

Resolution B lists salaries for elected/appointed officials including judges and non-union employees. The salaries of elected/appointed officials have been set by the Saginaw County Board of Commissioners and the salaries of judges have been set by the State Officers Compensation Commission.

Resolution C sets forth the prioritized Capital Improvement Budget for Fiscal Year 2016, which totals \$1,536,231, a \$458,446 increase over the current FY 2015 budget.

Resolution D sets fees for all departments controlled by the Saginaw County Board of Commissioners, as amended from year to year.

A public hearing was held at the August 18, 2015 session to allow comment on the proposed FY 2016 Budget, as amended, and on the proposed millages to be levied in December 2015 and July 2016. Notice of the hearing was published in *The Saginaw News* and copies of the budget material will be made available to the public at the meeting.

It is the recommendation of your committee that Draft #2 of the Controller's recommended Fiscal Year 2016 Budget containing Budget Resolutions A, B, C and D be approved.

Respectfully submitted,

COMMITTEE ON APPROPRIATIONS

Michael J. Hanley, Chair

9-15-15 Appro/sek

RESOLUTION A

September 15, 2015

WHEREAS, The Saginaw County Board of Commissioners ("Board") has examined the 2014 annual financial report and budget requests for the 2016 Fiscal Year for the various departments, agencies, offices and activities ("Budgetary Centers"), which it by law or by policy must finance or assist in financing; and

WHEREAS, The Board has taken into consideration the fact that there are certain required functions of county government or operations which must be budgeted at serviceable levels in order to provide statutory and Constitutionally required services and programs; and

WHEREAS, The Uniform Budget and Accounting Act ("UBAA"), MCLA 141.421, et seq., requires that the Board enact a General Appropriation Act designed to appropriate for all County expenditures in the General Fund and all Special Revenue Funds; and

WHEREAS, The Board has the authority to enact a Special Appropriations Act designed to appropriate for all County expenditures in other County funds; and

WHEREAS, The Board has reviewed the Committee On Appropriation's recommended Budget for Fiscal 2016 and believes the same to contain funds sufficient to finance all mandatory County funded services at or beyond a serviceable level;

NOW, THEREFORE, BE IT RESOLVED, That the Fiscal 2016 Saginaw County Budget as summarized below and set forth in the Committee on Appropriation's recommended budget dated September 15, 2015, which is incorporated by reference herein, is hereby adopted on a fund and activity basis for all funds, subject to all County policies regarding the expenditure of funds and the conditions set forth in this Resolution. The Controller shall monitor each fund on an activity and a category basis and also provide appropriate interim financial reports.

SAGINAW COUNTY FISCAL 2016 BUDGET SUMMARY

<u>FUND NAME</u>	<u>2016 BUDGET</u>	<u>GENERAL FUND APPRO.</u>
General Operating	\$ 37,609,096	\$37,609,096
County Road Patrol Millage	1,611,054	-
Law Enforcement	6,738,648	771,348
Parks & Recreation	1,190,397	-
GIS System	194,489	-
Friend of Court	4,517,802	1,088,505
Health Services	10,085,095	1,519,046
Solid Waste Management	487,220	-
Lodging Excise Tax	2,729,000	-
Principal Resident Exemp Denial	24,665	-
Event Center	1,095,426	-
Castle Musm & Historical Society	1,177,445	-
Commission on Aging	4,127,312	-
Mosquito Abatement Commission	3,238,652	-
Dredged Materials Disposal Facility	146,320	-
Planning	790,973	26,687
Brownfield Redevelopment Authority	50,123	-
Economic Development Corp	1,805	-
Public Improvement	1,536,231	-
Courthouse Preservation Technology	180,500	-
Animal Control	1,041,962	-
Land Reutilization Fund	987,279	-
Small Cities Reuse	199,384	-
Register of Deeds Automation Fund	327,844	-
E-911 Telephone Surcharge	6,692,444	-
Mobile Data Maint/Replace	593,553	-
Local Correction Officers Training	115,448	-
Area Records Management System	1,928,429	-
Jail Area Records Management System	225,560	-
Law Library	52,552	46,052
County Library (Board)	67,000	-
MI Works-Service Centers	860,807	-
Michigan Works Administration	15,333,919	-
Remonumentation Grant	104,233	-
Special Projects	1,485,972	151,310
Sheriff Special Projects	1,578,785	-
Prosecutor Special Projects	884,785	326,936
Corrections Special Projects	427,310	-
MSU Extension Special Projects	358,044	204,044
Social Welfare	106,800	98,800
Child Care Probate/Juvenile Home	6,166,299	1,935,452
Child Care Welfare	816,160	408,260
Veterans Relief	15,000	15,000
Veterans Trust	82,000	-
Parking System	110,000	-
Delinquent Property Tax Foreclosure	1,692,088	-
Land Bank Authority	2,562,837	-
Airport	780,276	-
Inmate Services	862,000	-
Retiree Health Savings Plan	264,000	-
Information Systems & Services	2,055,548	-
Equipment Revolving Fund	48,263	-
Soil Erosion	74,000	-
Local Site Remediation Revolving	284,300	-
Mailing Department Fund	178,000	-
Motor Pool	646,550	-
Risk Management	1,460,950	-
Investment Services	51,016	-
Employee Benefits	9,997,779	-
Saginaw Children's Zoo Millage	947,059	-
Library (Penal)	650,300	-
PostEmployment Health Benefits	6,252,936	-
Retirement System	8,082,441	-
TOTAL	<u>\$ 154,984,165</u>	<u>\$44,200,536</u>

BE IT FURTHER RESOLVED #1, That the bound copy of said Budget as presented to each member of the Board be designated as an official copy; and

BE IT FURTHER RESOLVED #2, That the following tax rates are hereby authorized to be levied for the 2015 tax year (Fiscal 2016 budget year) for a total County levy of 8.7805 mills including authorized debt service as summarized below:

2015 AUTHORIZED TAX RATES - FISCAL 2016 BUDGET MILLAGE SUMMARY

<u>Purpose</u>	<u>Millage</u>	<u>Fund</u>
General Govt Operations-July 2016	4.8558 Mill**	General Operating
County Parks	.2942 Mill	Parks & Recreation
Castle Museum	.1997 Mill	Castle Museum & Hist.
Mosquito Control	.6400 Mill	Mosquito Abatement
Senior Citizens	.4300 Mill	Commission on Aging
County Event Center	.2250 Mill	Event Center
Law Enforcement	.3394 Mill	Road Patrol
Animal Control	.1500 Mill	Animal Control
Sheriff Services	1.0000 Mill	Law Enforcement
Saginaw Children's Zoo	<u>.2000 Mill</u>	Children's Zoo
Total, Operating Millages	<u>8.3341 Mill</u>	
Debt-Hospital Bonds	<u>.4464 Mill</u>	Hospital Const. Debt
Total, Debt Millages	<u>.4464 Mill</u>	
GRAND TOTAL	<u>8.7805 Mill</u>	

** July 2016 General Operating levy subject to the provisions of the Headlee Adjustment.

BE IT FURTHER RESOLVED #3, That the Board of Commissioners hereby authorizes a 9-1-1 Emergency Services Funding Assessment in an amount not to exceed \$2.65 per month. This charge shall be placed upon all devices capable

of E 9-1-1 service. This charge may further be subject to the Michigan Public Service Commission modification and approval; and

BE IT FURTHER RESOLVED #4, That the sum of \$154,984,165 as set forth in the Budget adopted by this Board is hereby appropriated for the use of several departments, for the purpose of defraying and paying boards of the County of Saginaw for all costs and expenses of every kind and nature, incident to every County function for the fiscal year beginning October 1, 2015 and ending September 30, 2016; and

BE IT FURTHER RESOLVED #5, That said sum is appropriated to and shall be available for expenditures from several funds in accordance with the law, and no obligation or liability shall be incurred, nor any vouchers drawn in payment thereof by any County department, which shall not be confined to the objects or categories of expenditures but, which shall exceed the amount appropriated therefore, as set forth in the categories of said budget; and

BE IT FURTHER RESOLVED #6, That all County elected officials and County department heads shall abide by the Purchasing Procedures and Personnel Manuals, as adopted and amended by this Board and that the budgeted funds are appropriated contingent upon compliance with said Purchasing Procedures and Personnel Manual; and

BE IT FURTHER RESOLVED #7, That the approved employee positions on the Position Control Number Roster List contained in the Budget, shall limit the number of employees who can be employed and no funds are appropriated for any position or employee not on the Approved Position Control Number Roster. Further, there may be a need to increase or decrease various positions within the Budget and/or impose a hiring freeze and/or impose layoffs due to the unforeseen financial changes; therefore, the Approved Position Control Number Roster List may be changed from time to time by the Board and/or the Board may impose a hiring freeze. The County elected officials and County department heads shall abide by whatever changes are made by the Board, if any, relative

to the approved positions and the number of employees stated in the Position Control Number Roster List; and

BE IT FURTHER RESOLVED #8, That the authorized positions in the Position Control Number Roster List contained in each budget indicates the authorized maximum number of employees in their respective classifications for that budget. Any deviations from said list must be specifically approved by the Board; and

BE IT FURTHER RESOLVED #9, That certain positions contained in the Position Control Number Roster List which are supported in some part by a grant, cost sharing, child care reimbursement, or other source of outside funding, are only approved contingent upon the County receiving the budgeted revenues. In the event outside funding is not received, or the County is notified that it will not be received, then said positions shall be considered unfunded and removed from the Approved Position Control Number Roster List; and

BE IT FURTHER RESOLVED #10, That the Controller is authorized upon request of the respective elected official or department head to transfer persons from certain positions contained in the Position Control Number Roster List, which are supported in some part by grant, cost sharing, child care reimbursement or other source of outside funding, to another grant funded position in order to reduce County cost; and

BE IT FURTHER RESOLVED #11, That revenues received by the County under Public Act 106 and 107, 1985 (Convention Facility Tax revenues) shall not be used to reduce the County's operating millage levy (2016 Budget Year) as defined by Public Act 2, 1986; and

BE IT FURTHER RESOLVED #12, That in accordance with Public Act 106 of 1985 and Public Act 2 of 1986, if 50% or approximately \$445,327 of the estimated \$890,654 Convention Facility Tax revenues not used to reduce the County's operating tax rate, shall be transmitted to the Saginaw County Substance Abuse Coordinating Agency with remaining revenues to be deposited in the County's General Fund; and

BE IT FURTHER RESOLVED #13, That the revenues received by the County under Public Act 264 of 1987 (Health and Safety Fund Act) shall not be used to reduce the County's operating millage levy (2016 Budget Year); and

BE IT FURTHER RESOLVED #14, That in accordance with Public Act 264 of 1987 that 12/17 or approximately \$0 of the estimated \$0 Cigarette Tax revenues, not used to reduce the County's operating tax rate shall be appropriated to the County Health Department Budget, for Public Health prevention programs and services; and

BE IT FURTHER RESOLVED #15, That in accordance with Public Act 264 of 1987 that 5/17 or approximately \$0 of the estimated \$0 Cigarette Tax revenues, not used to reduce the County's operating tax rate shall be used for personnel and operation costs in excess of the Prosecutor's Department, 1988 appropriation levels for Court Operations; and

BE IT FURTHER RESOLVED #16, That the Controller be, and hereby is appointed "Budget Administrator," pursuant to the Uniform Budget and Accounting Act, MCLA 141.421 et seq., with power to administer such duties in connection with said budget; and

BE IT FURTHER RESOLVED #17, That the Budget Administrator be directed to disburse to the various agencies, the approved County appropriation on the basis of need as determined by the cash balances within their respective funds; and

BE IT FURTHER RESOLVED #18, That the County Controller be authorized to transfer monies from one category to another within an activity and between activities within the same fund in an amount up to \$50,000 when it shall be deemed necessary and a quarterly report of all transfers shall be made to the Budget/Audit Committee; and

BE IT FURTHER RESOLVED #19, That the Chairman of the Board, upon recommendation of the County Controller, be authorized to accept grants on behalf of the County in an amount up to \$100,000 with a local match not to exceed 10% (\$10,000), if required, and if available within the requesting department's current budget, and to record the appropriate budget adjustment. A quarterly report of all budget adjustments and grants accepted shall be made to the Budget/Audit Committee; and

BE IT FURTHER RESOLVED #20, That the County Controller is authorized to cause the drafting of contracts where necessary and appropriate within established budgetary limitations and that the Chairman of the Board is authorized to sign said contracts after the appropriate Elected Official/Department Head approves each contract as to lawful expenditure and the Controller approves each contract as to substance and the County Attorney approves each contract as to legal form; and

BE IT FURTHER RESOLVED #21, That the Controller is required and directed to automatically reduce any department each time a reduction is made in Federal, State and local funds. The affected department head shall promptly make the necessary layoffs and advise those affected by the service that those services are being discontinued as a result of Federal, State, or local fund cutbacks; and

BE IT FURTHER RESOLVED #22, That upon approval of the Controller/CAO, appropriations made for the available balances and outstanding encumbrances at fiscal year-end for grants are continued in full force and effect and shall carry over to successive fiscal years until the grants are completed or otherwise terminated; and

BE IT FURTHER RESOLVED #23, That upon approval of the Controller/CAO, appropriations made for the available balances and outstanding encumbrances at fiscal year-end for capital projects are continued in full force and effect and shall carry over to successive fiscal years until the projects are completed or otherwise terminated; and

BE IT FURTHER RESOLVED #24, That upon approval of the Controller/CAO, appropriations made for outstanding purchase orders and contractual encumbrances at fiscal year-end in the operating funds are continued in full force and effect and shall carry over to successive fiscal years until the projects are completed or otherwise terminated; and

BE IT FURTHER RESOLVED #25, That the Sheriff Department be authorized to enter into law enforcement contracts which shall not result in any appropriation from the General Fund and that each separate contract for law enforcement services shall be approved by the Controller, Chairman of the Board, and County Attorney, and further provided that the Sheriff is authorized with the concurrence of the Controller, to add additional staff to perform the work as specified in the contract provided that said contract will generate all funds necessary to support the added position; and

BE IT FURTHER RESOLVED #26, The Board of Commissioners hereby ratified or implemented the following labor agreements: TPOAM Courthouse Employees - expires 2015; POLC-Sheriff Unit II Sergeants - expires 2015; Teamsters Local 214 Health Department and Commission on Aging - expires 2015; Teamsters Local 214 Public Health Nurses - expires 2015; COAM-Sheriff Unit III Captains &

Lieutenants - expires 2015; POAM-Sheriff Unit I (312 eligible) - expires 2015; POAM Detention Youth Care Specialists - expires 2015; POAM-Animal Control Officers - expires 2015; POAM-Family Division Probation Officers - expires 2015; GELC-District Court Probation Officers - expires 2015; POAM-Prosecutors - expires 2015; POAM-Detention Supervisors - expires 2015; UAW Managers - expires 2015; UAW Professionals - expires 2015; UAW Paraprofessionals - expires 2015; POAM-Sheriff Unit I (non 312 eligible and clerical) - expires 2015; and Controller/CAO contract - expires 2016; and

BE IT FURTHER RESOLVED #27, That it is the determination of the Board of Commissioners for the 2016 Fiscal Year that the County is in compliance with Public Act 152 of 2011, and that determination is to stay within the hard dollar caps for employee health insurance as set and adjusted by the Public Act.

Respectfully submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

Michael J. Hanley, Chair

Adopted: September 15, 2015

SAGINAW COUNTY, MICHIGAN
BUDGET SUMMARY FOR 2016

FUND	TOTAL BUDGET				GENERAL FUND APPROPRIATION			
	2015 BUDGET	2016 BUDGET	AMOUNT INCREASE DECREASE	PERCENT INCREASE DECREASE	2015 BUDGET	2016 BUDGET	AMOUNT INCREASE DECREASE	PERCENT INCREASE DECREASE
101 GENERAL OPERATING	37,032,107	37,609,096	576,989	1.55	37,032,107	37,609,096	576,989	1.55
205 COUNTY ROAD PATROL MILLAGE	1,616,985	1,611,054	-5,931	-0.36				
207 LAW ENFORCEMENT	6,692,883	6,738,648	45,765	0.68	825,239	771,348	-53,891	-6.53
208 PARKS & RECREATION	983,927	1,190,397	206,470	20.98				
211 GIS SYSTEM	191,766	194,489	2,723	1.41				
215 FRIEND OF COURT	4,625,123	4,517,802	-107,321	-2.32	993,385	1,088,505	95,120	9.57
221 HEALTH SERVICES	15,596,605	10,085,095	-5,511,510	-35.33	1,485,253	1,519,046	33,793	2.27
228 SOLID WASTE MANAGEMENT	487,391	487,220	-171	-0.03				
229 LODGING EXCISE TAX	2,525,000	2,729,000	204,000	8.07				
230 PRINCIPAL RESIDEN EXEMP DE	23,725	24,665	940	3.96				
232 EVENT CENTER	1,071,371	1,095,426	24,055	2.24				
233 CASTLE MUSM & HISTORICAL A	966,935	1,177,445	210,510	21.77				
238 COMMISSION ON AGING	4,086,277	4,127,312	41,035	1.00				
240 MOSQUITO ABATEMENT COMMISS	3,200,476	3,238,652	38,176	1.19				
241 RIVER PRESERVATION FUND	295,100	146,320	-148,780	-50.41				
242 PLANNING	855,161	790,973	-64,188	-7.50	21,174	26,687	5,513	26.03
243 BROWNFIELD REDEVELOPMENT A	50,123	50,123						
244 ECONOMIC DEVELOPMENT CORP	44,905	1,805	-43,100	-95.98				
245 PUBLIC IMPROVEMENT	1,077,785	1,536,231	458,446	42.53				
247 COURTHOUSE PRESERVATION TE	180,500	180,500						
250 ANIMAL CONTROL	1,106,483	1,041,962	-64,521	-5.83				
252 LAND REUTILIZATION FUND	704,382	987,279	282,897	40.16				
254 SMALL CITIES REUSE	394,232	199,384	-194,848	-49.42				
256 REGISTER OF DEEDS AUTOMATI	680,500	327,844	-352,656	-51.82				
260 E-911 TELEPHONE SURCHARGE	6,193,113	6,692,444	499,331	8.06				
263 MOBILE DATA MAINT/REPLACE	606,471	593,553	-12,918	-2.13				
264 LOCAL CORRECTION OFFICER T	114,421	115,448	1,027	0.89				
267 AREA RECORDS MANAGEMENT SY	3,656,264	1,928,429	-1,727,835	-47.25				
268 JAIL RECORDS MANAGEMENT SY	225,560	225,560						
269 LAW LIBRARY	52,552	52,552			46,052	46,052		
271 COUNTY LIBRARY (BOARD)	57,000	67,000	10,000	17.54				
274 MI WORKS-SERVICE CENTERS	934,012	860,807	-73,205	-7.83				
276 MICHIGAN WORKS ADMINISTRAT	17,946,742	15,333,919	-2,612,823	-14.55				
277 REMONUMENTATION GRANT	104,233	104,233						
278 SPECIAL PROJECTS	1,727,567	1,485,972	-241,595	-13.98	151,310	151,310		
280 SHERIFF-SPECIAL PROJECTS	1,839,119	1,578,785	-260,334	-14.15				
282 PROSECUTOR-SPECIAL PROJECT	866,334	884,785	18,451	2.12	325,901	326,936	1,035	0.31
284 CORRECTIONS-SPECIAL PROJEC	337,581	427,310	89,729	26.57				
286 MSU EXTENSION-SPECIAL PROJ	392,008	358,044	-33,964	-8.66	213,008	204,044	-8,964	-4.20
290 SOCIAL WELFARE	100,800	106,800	6,000	5.95	98,800	98,800		
292 CHILD CARE-PROBATE/JUVENIL	5,915,967	6,166,299	250,332	4.23	1,982,193	1,935,452	-46,741	-2.35
292 CHILD CARE-WELFARE/RECEIV.	816,160	816,160			408,260	408,260		
293 VETERANS RELIEF	15,000	15,000			15,000	15,000		
294 VETERANS TRUST	82,000	82,000						
516 PARKING SYSTEM	117,000	110,000	-7,000	-5.98				
526 DELINQUENT PROP TAX FORECL	1,238,578	1,692,088	453,510	36.61				
536 LAND BANK AUTHORITY	6,000,000	2,562,837	-3,437,163	-57.28				
581 AIRPORT	671,603	780,276	108,673	16.18				
595 INMATE SERVICES	892,000	862,000	-30,000	-3.36				
627 RETIREE HEALTH SAVINGS PLA	264,000	264,000						
631 MERS RETIREMENT FUND	5,327,265	5,232,641	-94,624	-1.77				
636 INFORMATION SYSTEMS & SERV	2,217,804	2,055,548	-162,256	-7.31				
638 EQUIPMENT REVOLVING FUND	50,198	48,263	-1,935	-3.85				
641 SOIL EROSION	60,000	74,000	14,000	23.33				
644 LOCAL SITE REMEDIATION REV	284,300	284,300						
653 MAILING DEPARTMENT FUND	178,000	178,000						
661 MOTOR POOL	725,794	646,550	-79,244	-10.91				
677 RISK MANAGEMENT	1,465,288	1,460,950	-4,338	-0.29				
692 INVESTMENT SERVICES	52,519	51,016	-1,503	-2.86				
698 EMPLOYEE BENEFITS	9,109,258	9,997,779	888,521	9.75				
712 SAGINAW CHILDREN'S ZOO MIL		947,059	947,059	100.00				
721 LIBRARY (PENAL)	650,300	650,300						
728 POSTEMPLOYMENT HEALTH BENE	5,633,700	6,252,936	619,236	10.99	372,607		-372,607	-100.00
731 DC PENSION TRUST FUND	2,960,065	2,849,800	-110,265	-3.72				
750 INDIGENT HEALTH CARE FUND	1,136,000		-1,136,000	-100.00	33,793		-33,793	-100.00
GRAND TOTAL	165,506,318	154,984,165	-10,522,153	-6.35	44,004,082	44,200,536	196,454	0.44

SAGINAW COUNTY, MICHIGAN
GENERAL OPERATING
BUDGETY SUMMARY FOR 2016

	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET	AMOUNT INCREASE -DECREASE	PERCENT INCREASE -DECREASE
<u>REVENUE</u>						
TAXES	22,681,511	23,044,546	22,388,481	22,878,664	490,183	2.18
BUSINESS LICENSES & PERMITS	338,905	321,654	323,325	254,325	-69,000	-21.35
FEDERAL GRANTS	421,584	379,275	386,558	428,797	42,239	10.92
STATE GRANTS	6,200,261	6,349,779	7,330,776	6,909,814	-420,962	-5.75
CHARGES FOR SERVICES-COSTS	1,548,400	1,615,845	1,101,000	1,532,500	431,500	39.19
CHARGES FOR SERVICES-FEES	2,931,074	2,675,954	2,816,580	2,747,880	-68,700	-2.44
CHARGES FOR SERVICES-RENDERED	1,030,548	602,984	519,125	548,700	29,575	5.69
CHARGES FOR SERVICES-SALES	37,080	15,989	13,500	11,600	-1,900	-14.08
CHARGES FOR SERVICES-USER FEES	73	112				
FINES & FORFEITS	855,795	783,816	925,800	771,400	-154,400	-16.68
INTEREST EARNED	60,016	62,570	60,050	60,050		
RENTS & LEASES		1	1	1		
REIMBURSEMENTS	3,828,214	3,449,257	3,688,646	3,592,314	-96,332	-2.62
OTHER REVENUES	2,613	6,331	350	500	150	42.85
TOTAL REVENUE	39,936,073	39,308,115	39,554,192	39,736,545	182,353	0.46
<u>TRANSFERS-IN</u>						
FR OTHER FUNDS		2,383				
100% TAX PAYMENT	1,500,000	1,600,000	1,500,000	1,500,000		
PUBLIC IMPROVEMENT				11,270	11,270	100.00
LAW ENFORCEMENT	2,658,150	2,656,768	2,635,780	2,652,913	17,133	0.65
INMATE SERVICES FUND	275,892	275,892	275,892	276,824	932	0.33
SPECIAL PROJECTS			13,000		-13,000	-100.00
SP COMMUNITY CORRECTIONS	41,304	32,188	25,218		-25,218	-100.00
TOTAL TRANSFERS-IN	4,475,346	4,567,231	4,449,890	4,441,007	-8,883	-0.20
FUND BALANCE				22,984	22,984	100.00
TOTAL REVENUE & TRANSFERS-IN	44,411,419	43,875,346	44,004,082	44,200,536	196,454	0.44

SAGINAW COUNTY, MICHIGAN
GENERAL OPERATING
BUDGETY SUMMARY FOR 2016

	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET	AMOUNT INCREASE -DECREASE	PERCENT INCREASE -DECREASE
<u>EXPENSE</u>						
LEGISLATIVE	582,387	511,358	523,537	563,078	39,541	7.55
JUDICIAL	12,167,666	11,479,539	12,042,043	11,931,613	-110,430	-0.92
GENERAL GOVERNMENT	11,677,870	11,509,192	12,172,963	12,535,899	362,936	2.98
PUBLIC SAFETY	10,094,166	10,197,296	10,230,269	10,333,242	102,973	1.00
PUBLIC WORKS	136,680	163,953	245,000	395,000	150,000	61.22
HEALTH AND WELFARE	455,689	400,230	431,841	461,490	29,649	6.86
OTHER FUNCTIONS	1,388,852	1,390,585	1,386,454	1,388,774	2,320	0.16
OPERATING TRANSFERS	1,444,826	1,299,343				
TOTAL EXPENSE	37,948,135	36,951,495	37,032,107	37,609,096	576,989	1.55
<u>TRANSFERS-OUT</u>						
TO OTHER FUNDS	588,074	589,466	33,793		-33,793	-100.00
LAW ENFORCEMENT	411,840	761,485	825,239	771,348	-53,891	-6.54
FOC-ACT 294	993,627	985,744	993,385	1,088,505	95,120	9.57
CHILD CARE-PROBATE	1,888,443	1,783,687	1,982,193	1,935,452	-46,741	-2.36
CHILD CARE-WELFARE	141,940	225,195	408,260	408,260		
SHERIFF SPECIAL PROJECTS	378					
HEALTH DEPARTMENT	930,972	929,580	1,485,253	1,519,046	33,793	2.27
LAW LIBRARY	45,358	54,651	46,052	46,052		
MSU EXT SPECIAL PROJECT	294,343	300,341	213,008	204,044	-8,964	-4.21
EMERGENCY SERVICES	104,771	173,461	151,310	151,310		
PLANNING COMMISSION	29,169	49,303	21,174	26,687	5,513	26.03
SOCIAL SERVICES	96,863	97,439	98,800	98,800		
SOLDIERS RELIEF	7,229	5,378	15,000	15,000		
POSTEMPLOYMENT HEALTH			372,607		-372,607	-100.00
PROSECUTOR SPECIAL PROJ	205,481	318,450	325,901	326,936	1,035	0.31
RIVER DREDGING PROJECT	2,383					
TOTAL TRANSFERS-OUT	5,740,871	6,274,179	6,971,975	6,591,440	-380,535	-5.46
TOTAL EXPENSE & TRANSFERS OUT	43,689,006	43,225,674	44,004,082	44,200,536	196,454	0.44

SAGINAW COUNTY, MICHIGAN
GENERAL OPERTING
EXPENSE BUDGET BREAKDOWN FOR 2016

	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET	AMOUNT INCREASE -DECREASE	PERCENT INCREASE -DECREASE
<u>LEGISLATIVE</u>						
BOARD OF COMMISSIONERS	582,387	511,358	523,537	563,078	39,541	7.55
LEGISLATIVE	582,387	511,358	523,537	563,078	39,541	7.55
<u>JUDICIAL</u>						
CIRCUIT COURT	2,294,474	2,359,931	2,377,133	2,363,876	-13,257	-0.56
CIRCUIT CT/DUE PROCESS	1,097,103	1,153,598	1,277,500	1,129,500	-148,000	-11.59
PROBATION-CIRCUIT COURT	90,102	93,718	88,381	91,299	2,918	3.30
DISTRICT COURT	3,920,873	3,430,109	3,744,774	3,762,722	17,948	0.47
PROBATION-DISTRICT COURT	1,020,763	810,746	838,487	833,013	-5,474	-0.66
PROBATE COURT	835,284	872,089	941,432	973,350	31,918	3.39
FAMILY DIVISION	2,818,885	2,662,398	2,674,794	2,668,156	-6,638	-0.25
ASSIGNED COUNSEL ADMIN	88,681	95,451	98,042	109,397	11,355	11.58
JURY COMMISSION	1,500	1,500	1,500	300	-1,200	-80.00
JUDICIAL	12,167,666	11,479,539	12,042,043	11,931,613	-110,430	-0.92
<u>GENERAL GOVERNMENT</u>						
ELECTIONS	60,557	48,091	99,400	99,400		
AUDITING	111,085	111,795	115,300	115,300		
CORPORATION COUNSEL	105,431	117,650	119,000	181,600	62,600	52.60
COUNTY CLERK	1,232,767	1,262,994	1,292,502	1,320,531	28,029	2.16
CONTROLLER-ADMINISTRATION	412,651	360,620	357,795	371,904	14,109	3.94
CONTROLLER-FINANCIAL MGMT	462,630	510,618	650,955	611,050	-39,905	-6.14
CONTROLLER-PERSONNEL	267,888	269,268	341,698	423,455	81,757	23.92
EQUALIZATION	468,869	439,268	513,425	547,075	33,650	6.55
PROSECUTING ATTORNEY	3,114,719	3,020,930	3,159,156	3,096,360	-62,796	-1.99
PROSECUTOR-WELFARE ENFORCEMENT	585,658	532,406	534,247	633,094	98,847	18.50
REGISTER OF DEEDS	580,077	503,431	476,581	519,427	42,846	8.99
REGISTER OF DEEDS MICROFILM	110,165					
COUNTY TREASURER	774,723	792,061	894,767	914,896	20,129	2.24
COUNTY OFFICE BLDG & GRDS	294,512	273,954	280,601	274,679	-5,922	-2.12
COURTHOUSE & JAIL BLDG & GROUNDS	1,672,688	1,795,791	1,790,145	1,809,888	19,743	1.10
JUVENILE CTR BLDG & GROUNDS	209,584	223,018	216,237	219,069	2,832	1.30
OTHER COUNTY PROPERTIES	759,221	809,049	850,772	910,721	59,949	7.04
PUBLIC WORKS/DRAIN DIVISION	375,233	351,832	390,382	397,450	7,068	1.81
TELEPHONE-CENTRAL SWITCHBOARD	79,414	86,414	90,000	90,000		
GENERAL GOVERNMENT	11,677,870	11,509,192	12,172,963	12,535,899	362,936	2.98
<u>PUBLIC SAFETY</u>						
SHERIFF'S OFFICE	769,397	740,059	656,116	661,966	5,850	0.89
CORRECTIONS REIMB PROGRAM	88,504	97,805	92,716	102,401	9,685	10.44
MARINE LAW ENFORCEMENT	3,483	3,500	3,555	3,555		
SHERIFF'S DEPT JAIL DIVISION	9,232,781	9,355,734	9,477,282	9,564,720	87,438	0.92
PLAT BOARD		197	600	600		
PUBLIC SAFETY	10,094,166	10,197,296	10,230,269	10,333,242	102,973	1.00

SAGINAW COUNTY, MICHIGAN
GENERAL OPERTING
EXPENSE BUDGET BREAKDOWN FOR 2016

	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET	AMOUNT INCREASE -DECREASE	PERCENT INCREASE -DECREASE
<u>PUBLIC WORKS</u>						
DRAIN-CTY AT LARGE	136,680	163,953	245,000	395,000	150,000	61.22
PUBLIC WORKS	136,680	163,953	245,000	395,000	150,000	61.22
<u>HEALTH AND WELFARE</u>						
MEDICAL EXAMINER	433,789	387,330	408,841	444,090	35,249	8.62
VETERANS BURIAL ALLOWANCE	21,900	12,900	23,000	17,400	-5,600	-24.35
HEALTH AND WELFARE	455,689	400,230	431,841	461,490	29,649	6.86
<u>OPERATING TRANSFERS</u>						
CONTRIBUTIONS TO OTHER FUNDS	1,444,826	1,299,343				
OPERATING TRANSFERS	1,444,826	1,299,343				
<u>OTHER FUNCTIONS</u>						
GRANT-UNDERGROUND RAILROAD	28,500	25,500	25,500	25,500		
SAGINAW AREA STORM WATER AUTH	7,331	8,500	9,000	9,000		
CONTRIB-VETERANS' CONVENTIONS			5,000		-5,000	-100.00
SAGINAW SOIL CONSERVATION DIST	9,500	9,500				
CONTRIBUTION-GIS AUTHORITY	93,218	96,782	96,651	103,971	7,320	7.57
MENTAL HEALTH AUTHORITY	1,050,303	1,050,303	1,050,303	1,050,303		
SAGINAW FUTURE-JOBS	200,000	200,000	200,000	200,000		
OTHER FUNCTIONS	1,388,852	1,390,585	1,386,454	1,388,774	2,320	0.16
TOTAL EXPENSE	37,948,135	36,951,495	37,032,107	37,609,096	576,989	1.55
<u>TRANSFERS-OUT</u>						
TO OTHER FUNDS	588,074	589,466	33,793		-33,793	-100.00
LAW ENFORCEMENT	411,840	761,485	825,239	771,348	-53,891	-6.54
FOC-ACT 294	993,627	985,744	993,385	1,088,505	95,120	9.57
CHILD CARE-PROBATE	1,888,443	1,783,687	1,982,193	1,935,452	-46,741	-2.36
CHILD CARE-WELFARE	141,940	225,195	408,260	408,260		
SHERIFF SPECIAL PROJECTS	378					
HEALTH DEPARTMENT	930,972	929,580	1,485,253	1,519,046	33,793	2.27
LAW LIBRARY	45,358	54,651	46,052	46,052		
MSU EXT SPECIAL PROJECT	294,343	300,341	213,008	204,044	-8,964	-4.21
EMERGENCY SERVICES	104,771	173,461	151,310	151,310		
PLANNING COMMISSION	29,169	49,303	21,174	26,687	5,513	26.03
SOCIAL SERVICES	96,863	97,439	98,800	98,800		
SOLDIERS RELIEF	7,229	5,378	15,000	15,000		
POSTEMPLOYMENT HEALTH			372,607		-372,607	-100.00
PROSECUTOR SPECIAL PROJ	205,481	318,450	325,901	326,936	1,035	0.31
RIVER DREDGING PROJECT	2,383					
TOTAL TRANSFERS-OUT	5,740,871	6,274,179	6,971,975	6,591,440	-380,535	-5.46
TOTAL EXPENSE & TRANSFERS OUT	43,689,006	43,225,674	44,004,082	44,200,536	196,454	0.44

SAGINAW COUNTY, MICHIGAN
BUDGET SUMMARY FOR 2016
AUTHORIZED PERSONNEL

	AUTHORIZED AS OF 06/01/2015	PROPOSED AS OF 10/01/2015	INCREASE -DECREASE- FROM AUTHORIZED
GENERAL OPERATING			
BOARD OF COMMISSIONERS	14.00	14.00	
CIRCUIT COURT	26.73	26.73	
DISTRICT COURT	48.00	48.00	
PROBATION-DISTRICT COURT	9.00	9.00	
PROBATE COURT	9.00	9.00	
FAMILY DIVISION	20.20	20.20	
ASSIGNED COUNSEL ADMIN	1.00	1.00	
COUNTY CLERK	16.00	16.00	
CONTROLLER-ADMINISTRATION	2.40	2.40	
CONTROLLER-FINANCIAL MGMT	6.20	6.20	
CONTROLLER-PERSONNEL	2.00	2.00	
EQUALIZATION	5.20	5.20	
PROSECUTING ATTORNEY	27.00	27.00	
PROSECUTOR-WELFARE ENFORCEMENT	6.00	6.00	
REGISTER OF DEEDS	6.00	6.00	
COUNTY TREASURER	7.53	7.53	
COUNTY OFFICE BLDG & GRDS	1.00	1.00	
COURTHOUSE & JAIL BLDG & GRDS	10.00	10.00	
OTHER COUNTY PROPERTIES	8.00	9.00	1.00
PUBLIC WORKS/DRAIN DIVISION	3.64	3.64	
SHERIFF'S OFFICE	5.00	5.00	
CORRECTIONS REIMB PROGRAM	0.85	0.85	
SHERIFF'S DEPT JAIL DIVISION	63.00	63.00	
MEDICAL EXAMINER	1.60	2.00	0.40
TOTAL-GENERAL OPERATING	299.35	300.75	1.40
COUNTY ROAD PATROL MILLAGE			
COUNTY ROAD PATROL MILLAGE	11.00	11.00	
TOTAL-COUNTY ROAD PATROL MILLAGE	11.00	11.00	
LAW ENFORCEMENT			
SHERIFF-OPERATIONS DIVISION	32.00	32.00	
TOTAL-LAW ENFORCEMENT	32.00	32.00	
PARKS & RECREATION			
PARKS & RECREATION COMMISSION	5.00	5.00	
TOTAL-PARKS & RECREATION	5.00	5.00	
GIS SYSTEM			
GIS SYSTEM	1.80	1.80	
TOTAL-GIS SYSTEM	1.80	1.80	
FRIEND OF COURT			
FOC-ACT 294	43.00	43.00	
TOTAL-FRIEND OF COURT	43.00	43.00	

SAGINAW COUNTY, MICHIGAN
BUDGET SUMMARY FOR 2016
AUTHORIZED PERSONNEL

	AUTHORIZED AS OF 06/01/2015	PROPOSED AS OF 10/01/2015	INCREASE -DECREASE- FROM AUTHORIZED
HEALTH SERVICES			
ADMINISTRATION-HEALTH	7.50	7.00	-0.50
AIDS COUNSELING/TESTING	0.60	0.60	
FAMILY PLANNING	8.00	7.00	-1.00
LABORATORY SERVICES	6.00	4.00	-2.00
NURSING SERVICES	18.00	17.00	-1.00
SEXUALLY TRANSMITTED DISEASE	1.90	1.90	
WOMEN, INFANTS & CHILDREN	9.00	8.50	-0.50
NURSE FAMILY PARTNERSHIP	5.00	5.00	
DENTAL SERVICES	2.00		-2.00
SUBSTANCE ABUSE CA	2.00		-2.00
B.A.S.A.R.A.	1.50		-1.50
ENVIRONMENTAL HEALTH	11.50	11.50	
CSHCS OUTREACH & ADVOCACY	1.50	1.50	
BIOTERRORISM EMERGENCY PREP.	1.00	1.00	
HEALTH EDUCATION	0.50	0.50	
HOME VISITING HUB	1.00	1.00	
HEALTH CENTER BLDG & GRDS	4.00	4.00	
TOTAL-HEALTH SERVICES	81.00	70.50	-10.50
COMMISSION ON AGING			
SENIOR SERVICES	5.75	5.75	
TRANSPORTATION	5.20	5.20	
FOSTER GRANDPARENTS	1.72	1.72	
CAREGIVER SUPPORT PROGRAM	0.95	0.95	
MINORITY OUTREACH	0.72	0.72	
MINORITY STAFFING	0.70	0.70	
SENIOR CENTER STAFFING	2.32	2.32	
NUTRITION III C-1 CONGRE	3.34	3.34	
NUTRITION III C-2 HDM	10.67	10.67	
CASE MGMT-TITLE III-B	4.16	4.16	
IN-HOME SUPPORT SERVICES	1.10	1.10	
CARE MANAGEMENT	2.83	2.83	
TOTAL-COMMISSION ON AGING	39.46	39.46	
MOSQUITO ABATEMENT COMMISSION			
ADMINISTRATION-MOSQUITO CONTRL	3.00	3.00	
ENTOMOLOGY SERVICES	1.00	1.00	
FIELD SERVICES	5.00	5.00	
SOURCE REDUCTION	1.06	1.06	
EDUCATION SERVICES	1.00	1.00	
TOTAL-MOSQUITO ABATEMENT COMMISS	11.06	11.06	
PLANNING			
PLANNING COMMISSION	3.00	3.00	
TOTAL-PLANNING	3.00	3.00	
ANIMAL CONTROL			
ANIMAL CONTROL	7.00	7.00	
TOTAL-ANIMAL CONTROL	7.00	7.00	

SAGINAW COUNTY, MICHIGAN
BUDGET SUMMARY FOR 2016
AUTHORIZED PERSONNEL

	AUTHORIZED AS OF 06/01/2015	PROPOSED AS OF 10/01/2015	INCREASE -DECREASE- FROM AUTHORIZED
MICHIGAN WORKS ADMINISTRATION			
MICHIGAN WORKS ADMINISTRATION	11.95	11.95	
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TOTAL-MICHIGAN WORKS ADMINISTRAT	11.95	11.95	
SPECIAL PROJECTS			
SWIFT & SURE SANCTIONS PROBATI	1.00	1.00	
DIST COURT-ALCOHOL CASEFLOW	1.00	1.00	
DRAIN DIVISION-MAINTENANCE	2.00	2.00	
OFFICE OF EMERGENCY SERVICES	1.34	1.34	
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TOTAL-SPECIAL PROJECTS	5.34	5.34	
SHERIFF-SPECIAL PROJECTS			
SELECTIVE ENFORCEMENT	2.00	2.00	
JAG 2012-2015	1.00		-1.00
JAG 2013-2016		1.00	1.00
MOTOR CARRIER ENFORCEMENT	1.00	1.00	
PLUS-HOME SURVEILLANCE PROGRAM	5.00	4.00	-1.00
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TOTAL-SHERIFF-SPECIAL PROJECTS	9.00	8.00	-1.00
PROSECUTOR-SPECIAL PROJECTS			
PROSECUTOR'S AUTO THEFT DIV.	1.00	1.00	
PROSECUTOR'S VICTIM'S RIGHTS	3.00	3.00	
PROSECUTOR'S ASSET FORFEITURE	2.00	2.00	
MAJOR CRIMES PROSECUTION GRANT	2.00	2.00	
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TOTAL-PROSECUTOR-SPECIAL PROJECT	8.00	8.00	
CORRECTIONS-SPECIAL PROJECTS			
COMMUNITY CORRECTIONS ADMIN	0.50	0.50	
PRETRIAL SERVICES	3.31	3.31	
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TOTAL-CORRECTIONS-SPECIAL PROJEC	3.81	3.81	
CHILD CARE			
CHILD CARE-FAMILY DIVISION	6.95	6.95	
JUVENILE DETENTION HOME	34.34	34.34	
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TOTAL-CHILD CARE	41.29	41.29	
PARKING SYSTEM			
PARKING SYSTEM	1.00	1.00	
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TOTAL-PARKING SYSTEM	1.00	1.00	
DELINQUENT PROP TAX FORECLOSUR			
DELINQUENT FORECLOSURE 2014	2.27		-2.27
DELINQUENT FORECLOSURE 2015		2.27	2.27
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TOTAL-DELINQUENT PROP TAX FORECL	2.27	2.27	

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SAGINAW COUNTY, MICHIGAN
 BUDGET SUMMARY FOR 2016
 AUTHORIZED PERSONNEL

	AUTHORIZED AS OF 06/01/2015	PROPOSED AS OF 10/01/2015	INCREASE -DECREASE- FROM AUTHORIZED
INFORMATION SYSTEMS & SERVICES			
INFORMATION SYSTEMS & SERVICES	14.00	14.00	
TOTAL-INFORMATION SYSTEMS & SERV	14.00	14.00	
EQUIPMENT REVOLVING FUND			
EQUIPMENT REVOLVING FUND	0.20	0.20	
TOTAL-EQUIPMENT REVOLVING FUND	0.20	0.20	
SOIL EROSION			
SOIL EROSION	0.30	0.30	
TOTAL-SOIL EROSION	0.30	0.30	
RISK MANAGEMENT			
RISK MANAGEMENT ADMINISTRATION	0.60	0.60	
TOTAL-RISK MANAGEMENT	0.60	0.60	
INVESTMENT SERVICES			
TREASURER-INVESTMENTS	0.20	0.20	
TOTAL-INVESTMENT SERVICES	0.20	0.20	
EMPLOYEE BENEFITS			
HEALTH INSURANCE-BCBS		0.30	0.30
WORKERS' COMPENSATION	0.60	0.60	
TOTAL-EMPLOYEE BENEFITS	0.60	0.90	0.30
POSTEMPLOYMENT HEALTH BENEFITS			
POSTEMPLOYMENT HEALTH BENEFITS		0.40	0.40
TOTAL-POSTEMPLOYMENT HEALTH BENE		0.40	0.40
DC PENSION TRUST FUND			
RETIREMENT-DC PENSION	1.00	0.30	-0.70
TOTAL-DC PENSION TRUST FUND	1.00	0.30	-0.70
TOTAL	633.23	623.13	-10.10

RESOLUTION B

September 15, 2015

WHEREAS, The Board of Commissioners has established salaries of all officials and employees of Saginaw County, with the exception of unsettled bargaining units of the County; and

WHEREAS, It is the intent of the Board of Commissioners that the salaries established are in lieu of any and all fees, either County or State, collected by any said employee or official; and

WHEREAS, The Board of Commissioners of Saginaw County desires at this time to adopt a salary schedule for the fiscal year beginning October 1, 2015 and ending September 30, 2016;

NOW, THEREFORE, BE IT RESOLVED, That the respective departments be and are hereby restricted to the staffing level as provided in the Departmental Personnel Schedule in the 2016 Budget at rates of compensation set forth in attached Salary Schedules for the fiscal year beginning October 1, 2015 and ending September 30, 2016.

BE IT FURTHER RESOLVED #1, That fees and/or remunerations of any kind received by a County employee or official in the performance of his/her official duties shall be forthwith turned over to the Treasurer of Saginaw County by said employee or official and same shall be credited to the General Fund of Saginaw County. The exceptions would be those fees or remunerations (i.e. per diems) specifically established by law or authorized by the Board of Commissioners, which shall be allowed; and

BE IT FURTHER RESOLVED #2, That the elected officials, appointees, and employees shall be paid for the fiscal year on a bi-weekly basis in the grades and steps as provided in the Departmental Personnel Schedule in said 2016 Budget; and

BE IT FURTHER RESOLVED #3, That all salaries paid to said employees shall be based on length of service with Saginaw County in accordance with the aforementioned Salary Schedules, except as otherwise provided in the Personnel Policy Manual; and

BE IT FURTHER RESOLVED #4, That the proper County officials be authorized and directed to adjust the budgets of the departments staffed by members of bargaining units in accordance with the contracts approved by the Board of Commissioners.

Respectfully submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

Michael J. Hanley, Chair

Adopted: September 15, 2015

September 15, 2015

RESOLUTION B

**COUNTY OF SAGINAW
ELECTED/APPOINTED OFFICIALS COMPENSATION**

NUMBER	TITLE	1/1/2015 AMOUNT	1/1/2016 AMOUNT
1	Chairman, Board of Commissioners	\$ 14,137	\$ 14,137
4	Vice Chair (1), Committee Chair (3), Board of Commissioners	11,689	11,689
6	Member, Board of Commissioners	10,874	10,874
5	Circuit Court Judge	139,919	139,919
5	District Court Judge	139,919	139,919
2	Probate Court Judge	139,919	139,919
1	Clerk	80,709	80,709
1	Register of Deeds	79,333	79,333
1	Treasurer	89,313	89,313
1	Public Works Commissioner	89,171	89,171
1	Sheriff	107,927	107,927
1	Prosecutor	135,136	135,136
3	Veterans Relief Commission	600	600
1	Chairman, Road Commission	6,000	6,000
4	Member, Road Commission	5,000	5,000
3	Member, Department of Human Services Board	4,000	4,000

SAGINAW COUNTY GOVERNMENT
SCHEDULE OF SALARY PROGRESSION
ANNUAL AND BI-WEEKLY EFFECTIVE 10/01/2015

NON UNION	HAY STUDY MGT. CLASSIFICATION								
	SALARY GRADE	HIRE RATE (STEP 1)	6 MONTHS (STEP 2)	1 YEAR (STEP 3)	2 YEARS (STEP 4)	3 YEARS (STEP 5)	4 YEARS (STEP 6)	5 YEARS (STEP 7)	6 YEARS (STEP 8)
H05	28,869.00 1,110.35	29,680.00 1,141.54	30,512.00 1,161.92	31,058.00 1,194.54	31,928.00 1,228.00	32,825.00 1,262.50	33,745.00 1,297.88	34,691.00 1,334.27	35,664.00 1,371.69
H06	31,566.00 1,214.08	32,452.00 1,248.15	33,360.00 1,283.08	34,299.00 1,319.19	35,259.00 1,356.12	36,250.00 1,394.23	37,265.00 1,433.27	38,310.00 1,473.46	39,387.00 1,514.88
H07	34,900.00 1,342.31	35,878.00 1,379.92	36,884.00 1,418.62	37,918.00 1,458.38	38,983.00 1,499.35	40,077.00 1,541.42	41,201.00 1,584.65	42,354.00 1,629.00	43,544.00 1,674.77
H08	38,670.00 1,487.31	39,755.00 1,529.04	40,870.00 1,571.92	42,016.00 1,616.00	43,195.00 1,661.35	44,407.00 1,707.96	45,652.00 1,755.85	46,933.00 1,805.12	48,249.00 1,855.73
H09	43,142.00 1,659.31	44,353.00 1,705.88	45,595.00 1,753.65	46,875.00 1,802.88	48,191.00 1,853.50	49,543.00 1,905.50	50,933.00 1,958.96	52,359.00 2,013.81	53,830.00 2,070.38
H10	48,756.00 1,875.23	50,122.00 1,927.77	51,529.00 1,981.88	52,973.00 2,037.42	54,458.00 2,094.54	55,988.00 2,153.38	57,556.00 2,213.69	59,172.00 2,275.85	60,833.00 2,339.73
H11	55,157.00 2,121.42	56,705.00 2,180.96	58,295.00 2,242.12	59,930.00 2,305.00	61,612.00 2,369.69	63,340.00 2,436.15	65,117.00 2,504.50	66,943.00 2,574.73	68,821.00 2,646.96
H12	63,226.00 2,431.77	64,999.00 2,499.96	66,822.00 2,570.08	68,696.00 2,642.15	70,622.00 2,716.23	72,604.00 2,792.46	74,642.00 2,870.85	76,735.00 2,951.35	78,888.00 3,034.15
H13	72,523.00 2,789.35	74,557.00 2,867.58	76,648.00 2,948.00	78,798.00 3,030.69	81,008.00 3,115.69	83,280.00 3,203.08	85,617.00 3,292.96	88,017.00 3,385.27	90,488.00 3,480.31
H14	83,747.00 3,221.04	86,095.00 3,311.35	88,511.00 3,404.27	90,994.00 3,499.77	93,546.00 3,597.92	96,169.00 3,698.81	98,868.00 3,802.62	101,641.00 3,909.27	104,493.00 4,018.96

SAGINAW COUNTY GOVERNMENT
SCHEDULE OF SALARY PROGRESSION
ANNUAL AND BI-WEEKLY EFFECTIVE 10/01/2015

NON UNION	HAY STUDY PROFESSL. CLASSIFICATION								
	SALARY GRADE	HIRE RATE (STEP 1)	6 MONTHS (STEP 2)	1 YEAR (STEP 3)	2 YEARS (STEP 4)	3 YEARS (STEP 5)	4 YEARS (STEP 6)	5 YEARS (STEP 7)	6 YEARS (STEP 8)
I05	28,583.00 1,099.35	29,386.00 1,130.23	30,210.00 1,161.92	31,058.00 1,194.54	31,928.00 1,228.00	32,825.00 1,262.50	33,745.00 1,297.88	34,691.00 1,334.27	35,664.00 1,371.69
I06	31,566.00 1,214.08	32,452.00 1,248.15	33,360.00 1,283.08	34,299.00 1,319.19	35,259.00 1,356.12	36,250.00 1,394.23	37,265.00 1,433.27	38,310.00 1,473.46	39,387.00 1,514.88
I07	34,900.00 1,342.31	35,878.00 1,379.92	36,884.00 1,418.62	37,918.00 1,458.38	38,983.00 1,499.35	40,077.00 1,541.42	41,201.00 1,584.65	42,354.00 1,629.00	43,544.00 1,674.77
I08	38,670.00 1,487.31	39,755.00 1,529.04	40,870.00 1,571.92	42,016.00 1,616.00	43,195.00 1,661.35	44,407.00 1,707.96	45,652.00 1,755.85	46,933.00 1,805.12	48,249.00 1,855.73
I09	43,142.00 1,659.31	44,353.00 1,705.88	45,595.00 1,753.65	46,875.00 1,802.88	48,191.00 1,853.50	49,543.00 1,905.50	50,933.00 1,958.96	52,359.00 2,013.81	53,830.00 2,070.38
I10	48,756.00 1,875.23	50,122.00 1,927.77	51,529.00 1,981.88	52,973.00 2,037.42	54,458.00 2,094.54	55,988.00 2,153.38	57,556.00 2,213.69	59,172.00 2,275.85	60,833.00 2,339.73
I11	55,157.00 2,121.42	56,705.00 2,180.96	58,295.00 2,242.12	59,930.00 2,305.00	61,612.00 2,369.69	63,340.00 2,436.15	65,117.00 2,504.50	66,943.00 2,574.73	68,821.00 2,646.96
I12	63,226.00 2,431.77	64,999.00 2,499.96	66,822.00 2,570.08	68,696.00 2,642.15	70,622.00 2,716.23	72,604.00 2,792.46	74,642.00 2,870.85	76,735.00 2,951.35	78,888.00 3,034.15

SAGINAW COUNTY GOVERNMENT
 SCHEDULE OF SALARY PROGRESSION
 ANNUAL AND BI-WEEKLY EFFECTIVE 10/01/2015

NON UNION	HAY STUDY/TECHNICAL CLASSIFICATION								
	SALARY GRADE	HIRE RATE (STEP 1)	6 MONTHS (STEP 2)	1 YEAR (STEP 3)	2 YEARS (STEP 4)	3 YEARS (STEP 5)	4 YEARS (STEP 6)	5 YEARS (STEP 7)	6 YEARS (STEP 8)
J01	21,042.00 809.31	21,632.00 832.00	22,239.00 855.35	22,862.00 879.31	23,504.00 904.00	24,162.00 929.31	24,842.00 955.46	25,539.00 982.27	26,255.00 1,009.81
J02	22,446.00 863.31	23,074.00 887.46	23,723.00 912.42	24,386.00 937.92	25,071.00 964.27	25,775.00 991.35	26,497.00 1,019.12	27,241.00 1,047.73	28,004.00 1,077.08
J03	24,025.00 924.04	24,697.00 949.88	25,390.00 976.54	26,103.00 1,003.96	26,835.00 1,032.12	27,586.00 1,061.00	28,361.00 1,090.81	29,158.00 1,121.46	29,974.00 1,152.85
J04	26,128.00 1,004.92	26,861.00 1,033.12	27,615.00 1,062.12	28,388.00 1,091.85	29,187.00 1,122.58	30,004.00 1,154.00	30,844.00 1,186.31	31,710.00 1,219.62	32,601.00 1,253.88
J05	28,583.00 1,099.35	29,386.00 1,130.23	30,210.00 1,161.92	31,058.00 1,194.54	31,928.00 1,228.00	32,825.00 1,262.50	33,745.00 1,297.88	34,691.00 1,334.27	35,664.00 1,371.69
J06	31,566.00 1,214.08	32,452.00 1,248.15	33,360.00 1,283.08	34,299.00 1,319.19	35,259.00 1,356.12	36,250.00 1,394.23	37,265.00 1,433.27	38,310.00 1,473.46	39,387.00 1,514.88
J07	34,900.00 1,342.31	35,878.00 1,379.92	36,884.00 1,418.62	37,918.00 1,458.38	38,983.00 1,499.35	40,077.00 1,541.42	41,201.00 1,584.65	42,354.00 1,629.00	43,544.00 1,674.77

SAGINAW COUNTY GOVERNMENT
SCHEDULE OF SALARY PROGRESSION
ANNUAL AND BI-WEEKLY EFFECTIVE 10/01/2015

NON UNION	MANAGERIAL CLASSIFICATION						
	SALARY GRADE	HIRE RATE (STEP 1)	6 MONTHS (STEP 2)	1 YEAR (STEP 3)	2 YEARS (STEP 4)	3 YEARS (STEP 5)	4 YEARS (STEP 6)
M01	30,218.00 1,162.23	31,358.00 1,206.08	32,495.00 1,249.81	33,714.00 1,296.69	34,930.00 1,343.46	36,066.00 1,387.15	
M02	31,925.00 1,227.88	33,142.00 1,274.69	34,364.00 1,321.69	35,584.00 1,368.62	36,881.00 1,418.50	38,181.00 1,468.50	
M03	33,874.00 1,302.85	35,168.00 1,352.62	36,475.00 1,402.88	37,777.00 1,452.96	39,152.00 1,505.85	40,542.00 1,559.31	
M04	36,066.00 1,387.15	37,449.00 1,440.35	38,832.00 1,493.54	40,295.00 1,549.81	41,755.00 1,605.96	43,220.00 1,662.31	
M05	38,181.00 1,468.50	39,806.00 1,531.00	41,507.00 1,596.42	43,220.00 1,662.31	44,922.00 1,727.77	46,623.00 1,793.19	
M06	40,861.00 1,571.58	42,646.00 1,640.23	44,434.00 1,709.00	46,223.00 1,777.81	48,010.00 1,846.54	49,879.00 1,918.42	
M07	42,811.00 1,646.58	44,903.00 1,727.04	46,992.00 1,807.38	49,089.00 1,888.04	51,261.00 1,971.58	53,436.00 2,055.23	
M08	45,877.00 1,764.50	48,123.00 1,850.88	50,381.00 1,937.73	52,629.00 2,024.19	54,886.00 2,111.00	57,133.00 2,197.42	
M09	48,524.00 1,866.31	51,097.00 1,965.27	53,757.00 2,067.58	56,411.00 2,169.65	59,066.00 2,271.77	61,727.00 2,374.12	
M10	51,904.00 1,996.31	54,721.00 2,104.65	57,539.00 2,213.04	60,357.00 2,321.42	63,148.00 2,428.77	65,996.00 2,538.31	
M11	54,182.00 2,083.92	57,362.00 2,206.23	60,697.00 2,334.50	63,914.00 2,458.23	67,025.00 2,577.88	70,218.00 2,700.69	
M12	57,995.00 2,230.58	61,403.00 2,361.65	64,767.00 2,491.04	68,191.00 2,622.73	71,615.00 2,754.42	75,044.00 2,886.31	
M13	61,468.00 2,364.15	65,034.00 2,501.31	68,656.00 2,640.62	72,284.00 2,780.15	75,913.00 2,919.73	79,542.00 3,059.31	
M14	64,057.00 2,463.73	69,501.00 2,673.12	73,365.00 2,821.73	77,227.00 2,970.27	81,164.00 3,121.69	85,094.00 3,272.85	
M15	70,129.00 2,697.27	74,220.00 2,854.62	78,307.00 3,011.81	82,396.00 3,169.08	86,490.00 3,326.54	90,653.00 3,486.65	
M16	74,917.00 2,881.42	79,308.00 3,050.31	83,707.00 3,219.50	88,107.00 3,388.73	92,505.00 3,557.88	96,983.00 3,730.12	
M17	80,080.00 3,080.00	84,710.00 3,258.08	89,422.00 3,439.31	94,128.00 3,620.31	98,835.00 3,801.35	103,544.00 3,982.46	
M18	85,486.00 3,287.92	89,250.00 3,432.69	95,539.00 3,674.58	100,533.00 3,866.65	105,553.00 4,059.73	110,568.00 4,252.62	
M19	91,255.00 3,509.81	95,271.00 3,664.27	101,986.00 3,922.54	107,311.00 4,127.35	112,663.00 4,333.19	117,992.00 4,538.15	
M20	97,416.00 3,746.77	101,700.00 3,911.54	108,870.00 4,187.31	114,550.00 4,405.77	120,270.00 4,625.77	125,877.00 4,841.42	
M21	98,497.00 3,788.35	102,831.00 3,955.04	110,081.00 4,233.88	115,827.00 4,454.88	121,609.00 4,677.27	127,356.00 4,898.31	
M22	84,462.00 3,248.54						
M23	121,200.00 4,661.54						

SAGINAW COUNTY GOVERNMENT
SCHEDULE OF SALARY PROGRESSION
ANNUAL AND BI-WEEKLY EFFECTIVE 10/01/2015

NON UNION	PROFESSIONAL CLASSIFICATION						
SALARY GRADE	HIRE RATE (STEP 1)	6 MONTHS (STEP 2)	1 YEAR (STEP 3)	2 YEARS (STEP 4)	3 YEARS (STEP 5)	4 YEARS (STEP 6)	5 YEARS (STEP 7)
P01	25,991.00 999.65	27,044.00 1,040.15	28,111.00 1,081.19	29,160.00 1,121.54	30,218.00 1,162.23	31,358.00 1,206.08	
P02	28,111.00 1,081.19	29,242.00 1,124.69	30,386.00 1,168.69	31,516.00 1,212.15	32,653.00 1,255.88	33,874.00 1,302.85	
P03	30,466.00 1,171.77	31,682.00 1,218.54	32,897.00 1,265.27	34,119.00 1,312.27	35,416.00 1,362.15	36,718.00 1,412.23	
P04	32,816.00 1,262.15	34,200.00 1,315.38	35,584.00 1,368.62	36,960.00 1,421.54	38,338.00 1,474.54	39,806.00 1,531.00	
P05	35,332.00 1,358.92	36,881.00 1,418.50	38,418.00 1,477.62	39,964.00 1,537.08	41,507.00 1,596.42	43,136.00 1,659.08	
P06	38,021.00 1,462.35	39,722.00 1,527.77	41,429.00 1,593.42	43,220.00 1,662.31	45,005.00 1,730.96	46,793.00 1,799.73	
P07	40,937.00 1,574.50	42,894.00 1,649.77	44,414.00 1,708.23	46,793.00 1,799.73	48,739.00 1,874.58	50,686.00 1,949.46	
P08	43,701.00 1,680.81	45,792.00 1,761.23	47,961.00 1,844.65	50,138.00 1,928.38	52,309.00 2,011.88	54,478.00 2,095.31	
P09	47,160.00 1,813.85	49,494.00 1,903.62	51,829.00 1,993.42	54,163.00 2,083.19	56,494.00 2,172.85	58,909.00 2,265.73	
P10	51,019.00 1,962.27	53,516.00 2,058.31	56,009.00 2,154.19	58,507.00 2,250.27	61,003.00 2,346.27	63,549.00 2,444.19	
P11	54,105.00 2,080.96	56,962.00 2,190.85	59,823.00 2,300.88	62,666.00 2,410.23	65,466.00 2,517.92	68,191.00 2,622.73	
P12	57,916.00 2,227.54	61,169.00 2,352.65	64,378.00 2,476.08	67,575.00 2,599.04	70,762.00 2,721.62	73,717.00 2,835.27	
P13	61,385.00 2,360.96	64,775.00 2,491.35	68,476.00 2,633.69	71,879.00 2,764.58	75,620.00 2,908.46	78,782.00 3,030.08	

SAGINAW COUNTY GOVERNMENT
SCHEDULE OF SALARY PROGRESSION
ANNUAL AND BI-WEEKLY EFFECTIVE 10/01/2015

NON UNION	T.O.P.S.					CLASSIFICATION		
	SALARY GRADE	HIRE RATE (STEP 1)	6 MONTHS (STEP 2)	1 YEAR (STEP 3)	2 YEARS (STEP 4)	3 YEARS (STEP 5)	4 YEARS (STEP 6)	5 YEARS (STEP 7)
T01	17,955.00 690.58	18,524.00 712.46	19,089.00 734.19	19,743.00 759.35	20,392.00 784.31			
T02	18,679.00 718.42	19,335.00 743.65	19,986.00 768.69	20,716.00 796.77	21,282.00 818.54			
T03	19,494.00 749.77	20,141.00 774.65	20,799.00 799.96	21,447.00 824.88	22,176.00 852.92			
T04	20,226.00 777.92	20,955.00 805.96	21,692.00 834.31	22,420.00 862.31	23,145.00 890.19			
T05	21,040.00 809.23	21,771.00 837.35	22,504.00 865.54	23,431.00 901.19	24,045.00 924.81			
T06	21,854.00 840.54	22,582.00 868.54	23,394.00 899.77	24,203.00 930.88	25,021.00 962.35			
T07	22,910.00 881.15	23,722.00 912.38	24,537.00 943.73	25,430.00 978.08	26,320.00 1,012.31			
T08	24,045.00 924.81	24,940.00 959.23	25,834.00 993.62	26,727.00 1,027.96	27,702.00 1,065.46			
T09	25,269.00 971.88	26,156.00 1,006.00	27,129.00 1,043.42	28,111.00 1,081.19	29,083.00 1,118.58			
T10	26,483.00 1,018.58	27,541.00 1,059.27	28,675.00 1,102.88	29,812.00 1,146.62	30,949.00 1,190.35			
T11	27,862.00 1,071.62	29,083.00 1,118.58	30,301.00 1,165.42	31,516.00 1,212.15	32,741.00 1,259.27			
T12	29,649.00 1,140.35	30,947.00 1,190.27	32,249.00 1,240.35	33,552.00 1,290.46	34,851.00 1,340.42			
T13	31,435.00 1,209.04	32,816.00 1,262.15	34,200.00 1,315.38	35,584.00 1,368.62	36,960.00 1,421.54			
T14	33,305.00 1,280.96	34,763.00 1,337.04	36,231.00 1,393.50	37,694.00 1,449.77	39,152.00 1,505.85			
T15	35,252.00 1,355.85	36,796.00 1,415.23	38,338.00 1,474.54	39,885.00 1,534.04	41,429.00 1,593.42			
T16	37,289.00 1,434.19	38,832.00 1,493.54	40,542.00 1,559.31	42,156.00 1,621.38	43,861.00 1,686.96			

RESOLUTION C

September 15, 2015

WHEREAS, The Saginaw County Board of Commissioners ("Board") has examined the 2016-2020 Capital Improvement Plan for the 2016 Fiscal Year as submitted by the Saginaw County Controller/CAO; and

WHEREAS, The State of Michigan, Public Act 2 of 1968, as amended, known as the Uniform Budget and Accounting Act requires local units of government to develop, update and adopt a plan each year in conjunction with the regular budget process. The Capital Improvement Plan is a five-year outline of recommended projects, estimated costs and proposed means of financing. The intent is to identify needs and plan for expenditures to meet those needs in an orderly, but flexible manner;

NOW, THEREFORE, BE IT RESOLVED, That the County of Saginaw Capital Improvement Plan for the 2016 Fiscal Year is hereby adopted, subject to the availability of funds.

BE IT FURTHER RESOLVED, That the proper County officials be authorized and directed to proceed with the priority A projects, as attached, for the 2016 Fiscal Year.

Respectfully submitted,

SAGINAW COUNTY BOARD OF COMMISSIONERS

Michael J. Hanley, Chair

Adopted: September 15, 2015

RESOLUTION D

September 15, 2015

WHEREAS, The Board of Commissioners has established fees for services for all elected offices and departments of Saginaw County; and

WHEREAS, It is the intent of the Board of Commissioners that the fees for services established are to be approved annually through the budget adoption process; and

WHEREAS, The Board of Commissioners has incorporated as part of the Fiscal 2016 Budget a County Fee Schedule which shall set the various fees of the County for the fiscal year beginning October 1, 2015 and ending September 30, 2016; and

WHEREAS, The fees listed in the County Fee Schedule shall not be changed without full Board of Commissioner approval during the year;

NOW, THEREFORE, BE IT RESOLVED, That the fees to be charged and collected by the various elected offices and departments of Saginaw County are those fees contained with the County Fee Schedule which is made part of the Fiscal 2016 Budget.

Respectfully submitted,

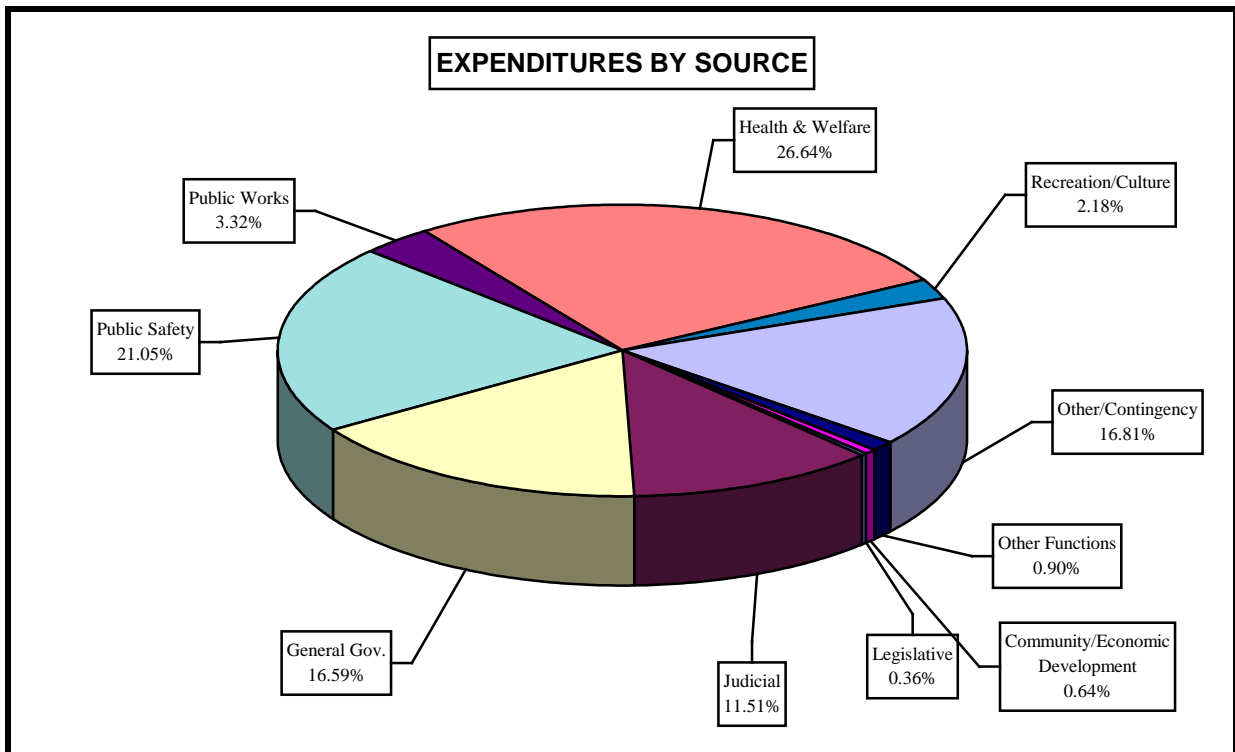
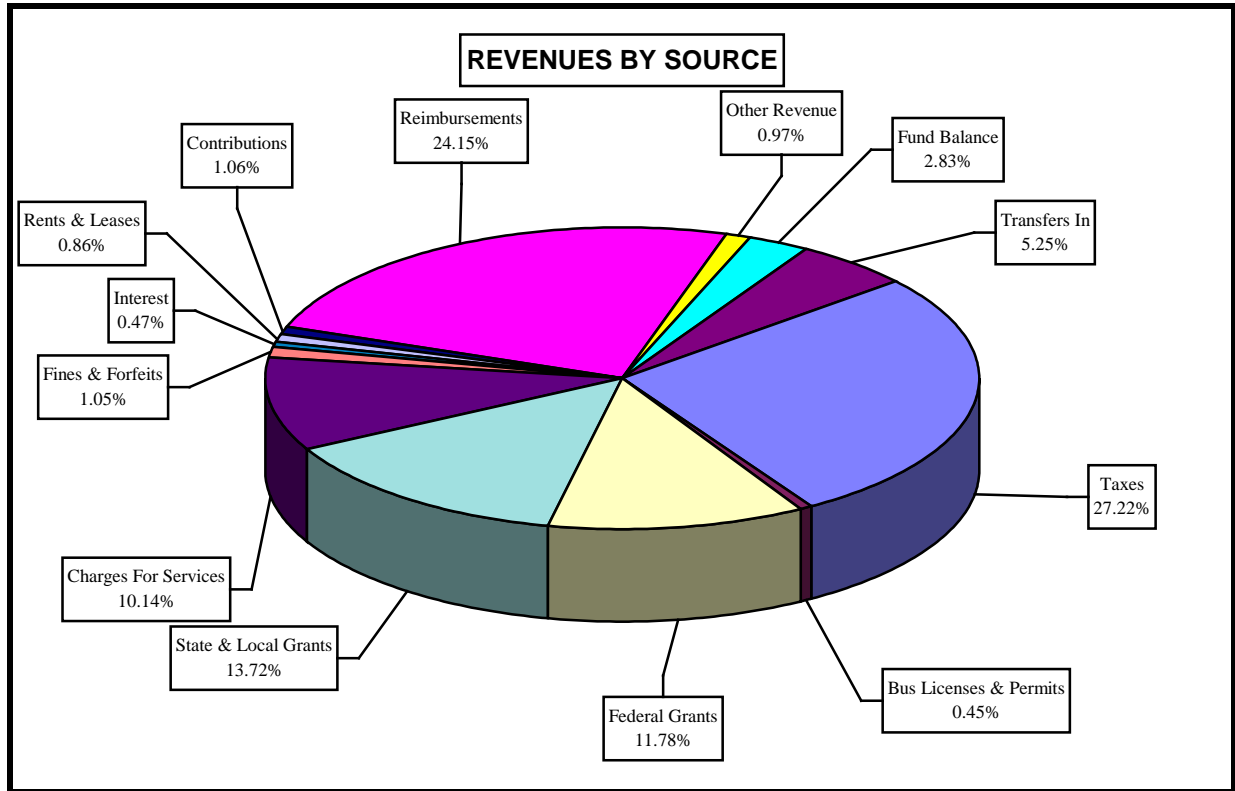
SAGINAW COUNTY BOARD OF COMMISSIONERS

Michael J. Hanley, Chair

Adopted: September 15, 2015

SAGINAW COUNTY 2015 ~ 2016 BUDGET

TOTAL BUDGET SUMMARY \$154,984,165



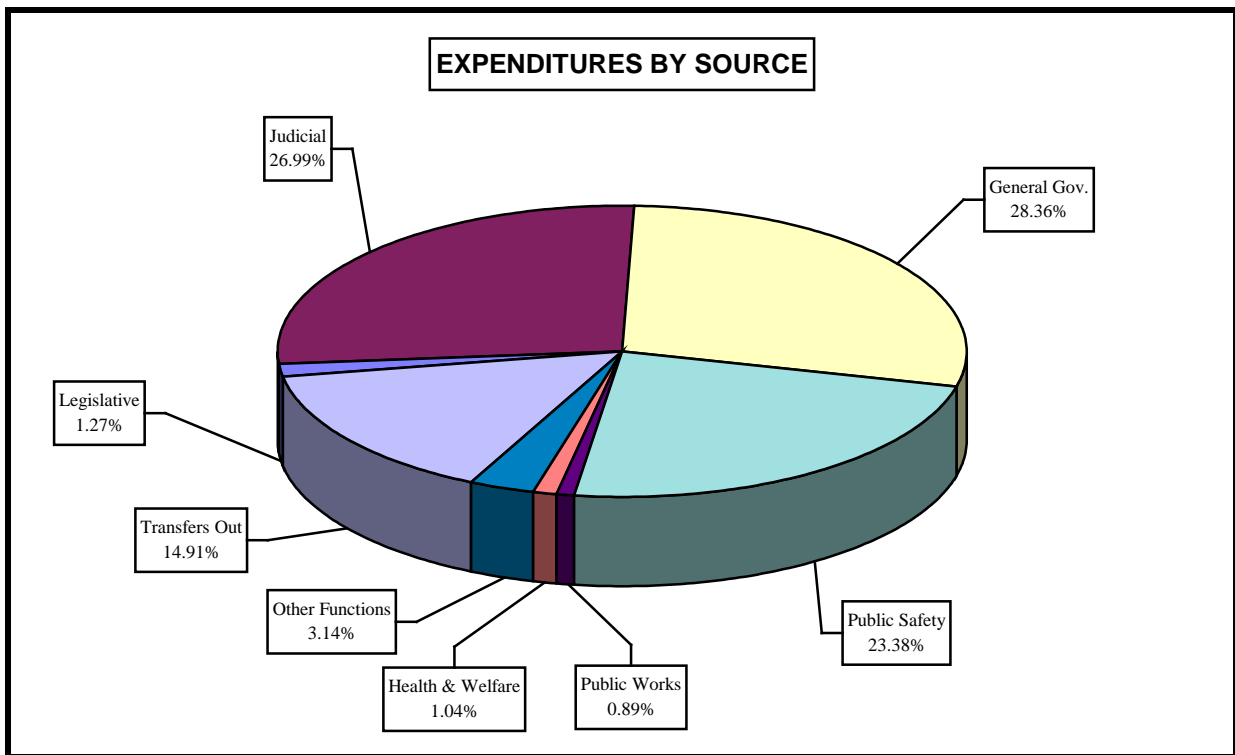
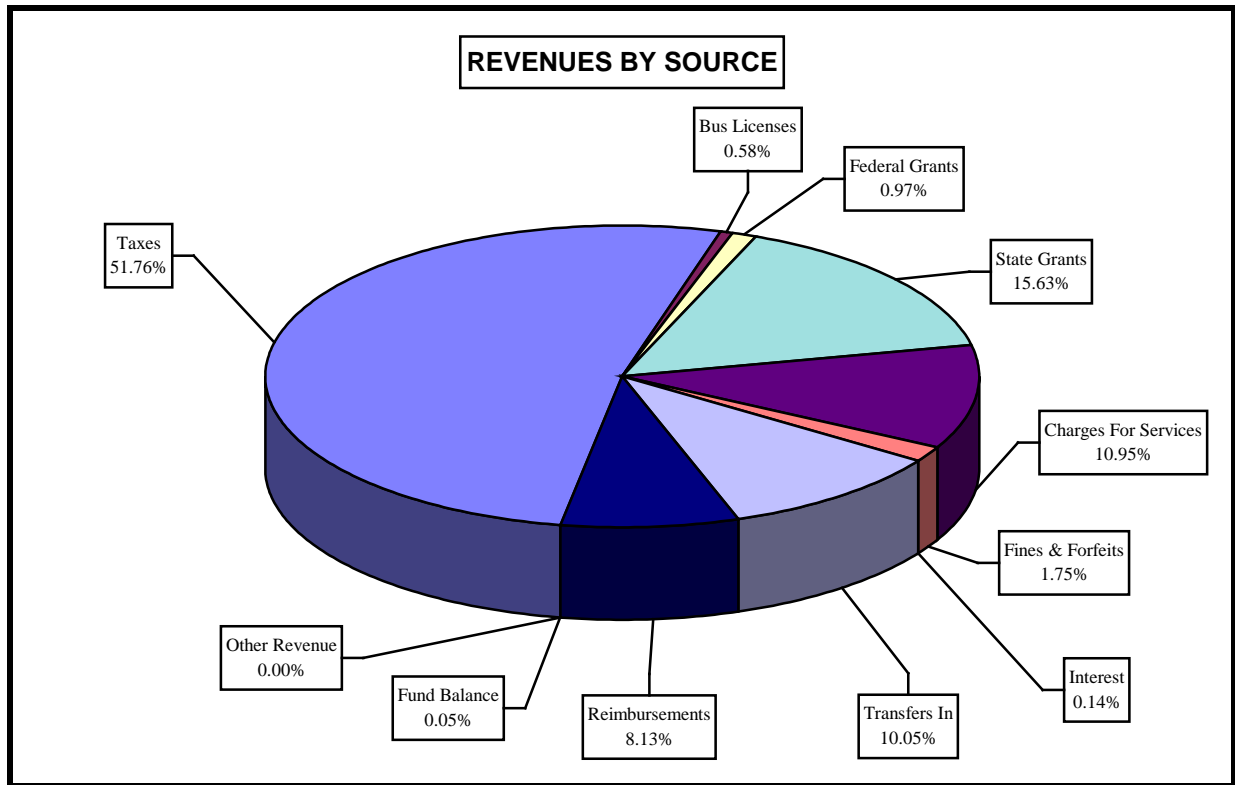
SAGINAW COUNTY 2015 ~ 2016 BUDGET

SUMMARY OF REVENUE AND EXPENDITURES ALL FUNDS

	2014 ~ 2015	2015 ~ 2016
	<u>Budget</u>	<u>Budget</u>
Revenues:		
Taxes	\$ 39,886,591	\$ 42,193,348
Business Licenses & Permits	828,635	741,635
Federal Grants	22,322,007	18,261,761
State Grants	29,419,644	20,825,738
Local Grants	534,293	443,500
Charges for Services – Costs	1,114,000	1,544,500
Charges for Services – Fees	9,439,798	9,756,073
Charges for Services – Rendered	4,528,360	2,929,123
Charges for Services – Sales	976,600	783,700
Charges for Services – Use/Adm	739,650	709,650
Fines & Forfeitures	1,855,041	1,629,724
Interest Earned	432,347	735,226
Rents & Leases	1,401,808	1,339,337
Contrib & Donations – Pub & Priv	1,931,325	1,641,389
Reimbursements	37,077,340	37,425,031
Other Revenue	1,831,161	1,495,915
Fund Balance	3,542,139	4,389,007
Transfers – In	7,645,579	8,139,508
Total	<u>\$ 165,506,318</u>	<u>\$ 154,984,165</u>
Expenditures:		
Legislative	\$ 523,537	\$ 563,078
Judicial	18,187,423	17,839,683
General Government	28,570,594	25,707,907
Public Safety	33,974,521	32,619,624
Public Works	4,540,173	5,139,396
Health & Welfare	50,261,880	41,293,534
Recreation/Culture	2,007,862	3,381,901
Other/Contingency	24,759,576	26,058,106
Other Functions	1,386,454	1,388,774
Community & Economic Development	1,294,298	992,162
Total	<u>\$ 165,506,318</u>	<u>\$ 154,984,165</u>

SAGINAW COUNTY 2015 ~ 2016 BUDGET

GENERAL OPERATING BUDGET SUMMARY \$44,200,536



SAGINAW COUNTY 2015 ~ 2016 BUDGET

SUMMARY OF REVENUE AND EXPENDITURES GENERAL OPERATING

	2014 ~ 2015	2015 ~ 2016
	<u>Budget</u>	<u>Budget</u>
<u>Revenues:</u>		
Taxes	\$ 22,388,481	\$ 22,878,664
Business Licenses & Permits	323,325	254,325
Federal Grants	386,558	428,797
State Grants	7,330,776	6,909,814
Charges for Services – Costs	1,101,000	1,532,500
Charges for Services – Fees	2,816,580	2,747,880
Charges for Services – Rendered	519,125	548,700
Charges for Services – Sales	13,500	11,600
Fines & Forfeitures	925,800	771,400
Interest Earned	60,050	60,050
Reimbursements	3,688,646	3,592,314
Fund Balance	-	22,984
Other Revenue	351	501
Transfers – In	4,449,890	4,441,007
Total	<u>\$ 44,004,082</u>	<u>\$ 44,200,536</u>
<u>Expenditures:</u>		
Legislative	\$ 523,537	\$ 563,078
Judicial	12,042,043	11,931,613
General Government	12,172,963	12,535,899
Public Safety	10,230,269	10,333,242
Public Works	245,000	395,000
Health & Welfare	431,841	461,490
Other Functions	1,386,454	1,388,774
Transfers – Out	6,971,975	6,591,440
Total	<u>\$ 44,004,082</u>	<u>\$ 44,200,536</u>

SAGINAW COUNTY 2015 ~ 2016 BUDGET

THE BUDGET PROCESS

BUDGET PROCESS SUMMARY

Saginaw County's fiscal year begins October 1 and ends September 30. Preparation of Saginaw County's annual budget typically encompasses a period of six months from April to September. Standard policies and procedures have been established by the Board of Commissioners to provide guidelines to the Controller, staff and departments for preparation, presentation and administration of the annual budget. This brief summary sets out how the Board of Commissioners, Controller, and staff work within the policies and procedures to complete the annual budget process.

SAGINAW COUNTY BOARD OF COMMISSIONERS FINANCIAL AND BUDGET POLICY GUIDELINES

At the beginning of the budget process, the Board of Commissioners provides written guidelines to the Controller and administrative staff regarding priorities and goals for the subsequent budget cycle. The Controller and staff implement Board direction by distributing budget instructions to the various departments. The instructions include the following:

- Target dates in the budget cycle
- Program priorities and major objectives
- Submittal requirements for new personnel, capital and/or program requests
- Submittal requirements for outside agencies
- Supplemental and supporting budget information

These guidelines and instructions are similar each year, but allow the Board of Commissioners and staff the opportunity to lay out priorities, as well as request new and different types of information in response to current issues. Guidelines also give staff and departments a view of the Board's expectations for the upcoming budget year.

BUDGET CYCLE

The County adopts its budget in accordance with Public Act 621, the Uniform Budgeting and Accounting Act, which mandates an annual budget process and an annual appropriation act to implement the budget. Under the State of Michigan law, the county must have a balanced budget so that revenues equal expenditures.

The budget cycle involves many people throughout the six month process, including department heads and staff, Financial Services Department, Controller's Office and the Board of Commissioners. Budget instructions are prepared by the Controller and Financial Services Department for each department head in April along with a target budget. The Department Head reviews the budget instructions and prepares any specific budget requests they may have for the upcoming fiscal year. The entire budget is stored on a computer system and each department head must enter the necessary data by the middle of May to complete their departmental budget.

SAGINAW COUNTY 2015 ~ 2016 BUDGET

During June, the Financial Services Department and Controller meet with various department heads to discuss the content of their requests and the revenue/expenditure level in their budget. The Controller submits a proposed budget for each department to their respective Committee in June. Each department head will have the opportunity to meet with their respective Committee if requested. Each Committee then makes a recommendation to the Budget/Audit Subcommittee of Appropriations in August which in turn submits the final recommended budget to the full Board. A public hearing (required by law) is held in August to provide any County resident the opportunity to discuss the budget with the Board of Commissioners. The budget and a budget resolution implementing it are then adopted in September. A summarized version of the budget book is printed for use by the Commissioners. Also, an electronic version of the budget book is then made available to the public and individual departments via the County's website (www.saginawcounty.com). The following page contains a calendar which denotes the typical annual budget process and general time frames for each step in the budget process.

BUDGET DOCUMENTS

The Financial Services Department prints preliminary and final budget documents as follows:

- **Budget Instructions** - Detailed procedures for budget preparation that includes revenue and expenditure forecasts for each department;
- **Recommended or Target Budget** - Includes various information about revenues and expenditures, personnel information, budget resolution and departmental and fund summaries for each Committee during budget hearings;
- **Budget Book** - A full sized electronic version of the budget for the upcoming fiscal year. It contains departmental and fund summaries, personnel information, final budget resolutions and is designed for public distribution.

BUDGET ADJUSTMENTS

Proposed increases or reductions in appropriations or revenue in excess of \$50,000, involving a single or multiple funds, or any amendment resulting in a net change to revenues or expenditures are presented to the Budget/Audit Subcommittee for action. Transfers that are \$50,000 or less, within a single fund, or do not result in a net change to revenues or expenditures may be approved by the County Controller/Chief Administrative Officer. Budget adjustments will not be made after a fund's fiscal year end except where permitted by grant agreements. All budget appropriations lapse at the end of each fiscal year unless specific Board action is taken. The Controller/Chief Administrative Officer may, on a limited basis, approve the carry over of available balances and outstanding encumbrances for grants, capital projects, and outstanding purchase orders upon request of the department.

SAGINAW COUNTY 2015 ~ 2016 BUDGET

BUDGET CALENDAR

A master calendar schedule is used as a guide for setting the budget calendar each year by laying out time frames for stages of the overall budget process, including the capital projects budget. As mentioned previously, the Board of Commissioners sets specific dates for completion of stages within the process. The following shows the general time frame for the budget process:

ANNUAL BUDGET PROCESS CALENDAR

April	May	June	July	August	September
<div style="border: 1px solid black; border-radius: 15px; padding: 5px; text-align: center;"> Financial Services Department Prepares Budget Instructions for Departments </div>	<div style="border: 1px solid black; border-radius: 15px; padding: 5px; text-align: center;"> Departments Prepare Budget And Capital Improvement Requests For New Fiscal Year. They Must Also Enter Information Into The Computer System </div>	<div style="border: 1px solid black; border-radius: 15px; padding: 5px; text-align: center;"> Controller & Financial Services Department Review Budgets & Prepare Schedules For Subcommittees </div>	<div style="border: 1px solid black; border-radius: 15px; padding: 5px; text-align: center;"> Subcommittees Review Budgets/Capital Project Requests and Hold Hearings With Department Heads </div>	<div style="border: 1px solid black; border-radius: 15px; padding: 5px; text-align: center;"> Board Holds A Public Hearing For Taxes And Reviews Budgets, Holds A Public Hearing For Budget, Adopts Budget </div>	

SAGINAW COUNTY 2015 ~ 2016 BUDGET

COUNTY OF SAGINAW BUDGET CALENDAR

OPERATING BUDGET FOR FISCAL YEAR 2016

CAPITAL IMPROVEMENT PLAN FOR FISCAL YEARS 2016 ~ 2020

<u>Target Date</u>	<u>Action To Be Taken</u>
April 22, 2015	Controller's Office distributes information to all departments that outlines the budget process and provides instructions for their electronic entry of the data that is necessary for completion of their respective Operating Budgets for 2016 and Capital Improvement Plans.
May 6, 2015	Departments signify completion of the necessary electronic data entry for their respective Operating Budgets for 2016 and Capital Improvement Plans by signing off.
May 29, 2015	Controller's Office submits the first draft of a recommended Operating Budget for review by the Human Services, County Services, and Courts & Public Safety Committees as well as the Budget/Audit Subcommittee.
Committee Meetings June-August	Human Services, County Services, and Courts & Public Safety Committees as well as the Budget/Audit Subcommittee meet to consider Operating Budget matters. In addition, the Budget/Audit Subcommittee also considers Capital Improvement Plan matters.
August 18, 2015	A recommended Operating Budget and Capital Improvement Plan is sent from the Budget/Audit Committee to the full Board and is laid on the table at the Board session of August 18, 2015 and a Public Hearing is held.
September 15, 2015	An Operating Budget and a Capital Improvement Plan are adopted at the Board session of September 15, 2015.

SAGINAW COUNTY 2015 ~ 2016 BUDGET

SUMMARY OF SIGNIFICANT BUDGET POLICIES

BUDGETS AND BUDGETARY ACCOUNTING

The County follows these procedures in establishing the budgetary data reflected in the budget book:

- Prior to May 31, the County Controller submits to the Board of Commissioners a proposed operating budget.
- Public Hearings are conducted by the Board of Commissioners to obtain taxpayer comments.
- Prior to September 30, the budget is legally enacted through passage of a resolution. The budget is adopted at the fund and activity level for the General Fund and at the fund basis for the rest of the funds. These are the legal levels of control.
- The County Controller is authorized to transfer budgeted amounts between accounts within the same department of any fund upon written request by a department or division head for amounts up to \$50,000. Revisions that alter the total expenditures of any fund or total activity within a fund must be approved by the Board of Commissioners.
- Annual budgets are legally adopted and formal budgetary integration is employed as a management control device during the year for the General Fund and Special Revenue Funds. Annual Informational Budget Summaries are prepared for Enterprise Funds (except the Building Authority Administration Fund) and Internal Service Funds. Additional annual informational summaries for Fiduciary Funds are also included.
- Budgets for General and Special Revenue Funds are prepared on a modified accrual basis, while the Internal Service and Enterprise Fund budgets are prepared using the accrual basis of accounting. Both methods are consistent with Generally Accepted Accounting Principles (GAAP) and consistent with the basis of accounting.
- Budget appropriations lapse at the end of the year. The Controller, upon request from the department, may approve a budget carry forward for available balances and outstanding encumbrances for grants, capital projects and outstanding purchase orders.
- The original budget can be amended during the year in compliance with local and state laws. The budget to actual expenditures in financial statements represent the final budgeted expenditures as amended by the County.
- The County's Policies include a policy that establishes the manner in which a surplus fund balance in the General Fund is distributed among the County funds. The policy (#225), adopted May 19, 2015, establishes that any General Fund budgeted surplus must first be used to bring any reserve balances into compliance with County Policy #221 Fund Balance Policy. Any remaining surplus will then be divided equally among the following and transferred as follows: one-third (1/3) will be distributed to the Public Improvement Fund, one-third (1/3) will be distributed to the Other Post-Employment Benefits (OPEB) Funds, and the remaining one-third (1/3) will be distributed to the General Fund Reserve Fund Balance Accounts.

BUDGETARY CONTROLS

The County maintains budgetary controls to ensure compliance with legal provisions embodied in the annual appropriation resolution. The Financial Management System provides on-line access to account transactions and activity balances. It also conducts budget checks to verify that sufficient funds are available within an approved budget prior to authorizing payments or encumbering budgets.