

AMENDED* AGENDA

BUDGET/AUDIT COMMITTEE

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

Thursday, October 3, 2024 – 4:00 p.m.

Members: Dennis Krafft – Chair, Jack Tany – Vice-Chair, Tracey Slodowski, Rich Spitzer, Christopher Boyd
Others: Administrator, Finance Director, Treasurer, Civil Counsel, Board Staff, *Media*

- I. Call to Order
- II. Welcome
- III. Correction/Approval of Minutes (***September 5, 2024 - Attached***)
- IV. Public Comment (*Speakers limited to 3 minutes*)
- V. Agenda
 1. **Koren Thurston, Finance Director**, re:
 - **10-15-8** Vendor Transactions Aug. 1 – 31, 2024 \$47,057,849.14
 - **10-15-13*** Vendor Transactions Sept. 1 – 30, 2024 \$17,928,069.42

 - **10-15-9** Approval of a budget adjustment for Saginaw County Criminal Justice Coordinating Committee (SCCJCC) for equipment replacement. The equipment was estimated and budgeted for \$5,200 and the actual cost is \$7,200. The request is to shift the cost on to each individual department due to a structural deficit in the SCCJCC Umbrella Fund resulting in a budget adjustment for FY 2025

 - **10-15-14*** Approval of changes to the Health Department’s FY 2025 Fee Schedule for Laboratory Fees and Immunization Vaccine Fees effective October 1, 2024
 2. **Undersheriff Gomez, Saginaw County Sheriff’s Office**, re:
 - **10-15-10** Approval to accept and increase funds to the 416 Secondary Road Patrol Grant in the amount of \$144,524 for the FY 2025 and to purchase and equip/build two Durango patrol vehicles and spend the remaining on overtime details
 3. **Randy Pfau, Director, Medical Examiner’s Office**, re:
 - **10-15-15*** Approval to add Medical Examiner Office Fees to the FY 2025 Fee Schedule retroactive to October 1, 2024
 4. **Mary Catherine Hannah, County Administrator**, re:
 - **10-15-16*** Discussion of available ARPA funding to *Covenant, Saginaw-Shiawassee Habitat for Humanity for housing and Community Action Committee for housing rehabilitation projects
 5. Any other matters to come before the committee
- VI. Miscellaneous
- VII. Adjournment

MINUTES

BUDGET/AUDIT COMMITTEE

DRAFT

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

Thursday, September 5, 2024 – 4:00 p.m.

Present: Dennis Krafft – Chair, Jack Tany – Vice-Chair, Tracey Slodowski, Rich Spitzer, Christopher Boyd
Others: Mary Catherine Hannah, Koren Thurston, Tim Novak, Dave Gilbert, Darcie Totten, Kelly Suppes, Cathy Hare, Ann Flattery, Latecia Cirilo, Tony DePelsMaeker, Denny Harris, Michael Webster, Lisa Coney, Undersheriff Gomez, Blair Stevenson, Chris Harrington, Jaime Ceja, Suzy Koepplinger, Renee Sharkey and Catherine Hicks

- I. Call to Order---**Krafft at 4:00 p.m.**
- II. Welcome
- III. Correction/Approval of Minutes (**August 8, 2024**)
---**Moved by Tany, seconded by Boyd, to approve. Motion Carried.**
- IV. Public Comment ---**None**
- V. (*Speakers limited to 3 minutes*)
- VI. Agenda

1. **Timothy M. Novak, Treasurer**, re:

- **9-17-3** Requested budget adjustments to various Hotel Tax accounts, as well as Investment and Auditing Services accounts
--- **Tany moved, seconded by Spitzer, to approve. Motion carried. (B/R)**

2. **Kelly Suppes, Purchasing/Risk Manager**, re:

- **9-17-4** Requested an increase to the Circuit Court Probation FY 2024 operating budget in the amount of \$7,000 from the General Fund. Discussion was held about the shortage in funds for office supplies, janitorial, and grounds care.
--- **Boyd moved, seconded by Slodowski, to approve. Motion carried. (B/R)**

3. **LaTecia Cirilo, Probate Register**, re:

- **9-17-5** Request to increase in the FY 2024 budget to various accounts in Probate Court in the total amount of \$32,100 ---**No action**

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

- **9-17-6** Submitted FY 2024 Year End Budget Adjustments for approval
--- **Spitzer moved, seconded by Tany, to approve. Motion carried. (B/R)**
- **9-17-7** Submitted amendments to Draft #2 of the proposed FY 2025 GF Budget:
 - (1) Establish an Intern Program in the Prosecutor’s Office (\$46,600 GF);
--- **Slodowski moved, seconded by Tany, to approve. Motion carried.**
 - (2) Reorganization of the Health Department (\$1,112,429 FB);
--- **Tany moved, seconded by Spitzer, to approve. Motion carried.**
 - (3) Establish a preliminary budget for the Opioid Settlement Fund (\$500,000);
--- **Boyd moved, seconded by Spitzer, to approve. Motion carried.**

- (4) Increase Emergency Management budget for replacement of tires (\$1,500 FB);
--- **Boyd moved, seconded by Spitzer, to approve. Motion carried.**
- (5) Increase Drain Maintenance budget to add a Maintenance Engineer position (\$43,923 Drainage Districts);
--- **Tany moved, seconded by Boyd, to approve. Motion carried.**
- (6) Increase Child Care Fund by \$3,845 to eliminate an Intensive Probation Officer position and add a Court Data Analyst (State grant 75% w/25% match from GF);
- (7) Increase Child Care Fund for the Youth Advocacy Prevention Program from \$100,000 to \$400,000 (State grant 75% w/25% match from GF); and
--- **Boyd moved, seconded by Slodowski, to approve items 6 and 7. Motion carried.**
- (8) Remove \$100,000 from the Capital Improvement Plan for county office building repairs (pulled forward from FY 2024 budget)
--- **Tany moved, seconded by Boyd, to approve. Motion carried.**
(Board Report)

VII. Miscellaneous

---**The Opioid Settlement Committee met prior to the Budget/Audit Committee meeting. ---Tany moved, seconded by Boyd, to approve the application for use of opioid settlement funds, settlement process, and review of funding by the Opioid Settlement Ad hoc Committee. (Board Report)**

VIII. Adjournment ---**Moved by Tany, seconded by Boyd, to adjourn; time being 4:52 p.m.**

Respectfully Submitted,
Dennis Krafft, Committee Chair
Suzy Koeplinger, Committee Clerk

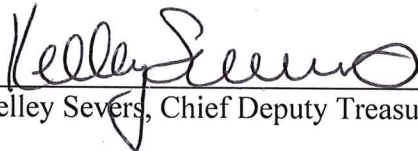
**BUDGET
AUDIT**

COMMUNICATION NO. 10-15-8

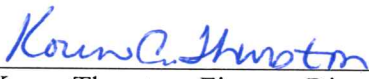
TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

Forwarding for review and approval the attached list of transactions, as compiled by the Treasurer's Office, and by the Administrator's Office, Accounting Division.

Date: 08-01-24 through 08-31-24 Amount: \$47,057,849.14

Signed 
Kelley Severs, Chief Deputy Treasurer

SAGINAW COUNTY BDC
SEP 3 '24 AM 11:20

Signed 
Koren Thurston, Finance Director

BUDGET AUDIT COMMITTEE

Recommending the bills as listed above be approved for payment. Any exceptions are noted below.

Signed _____ Dated _____
Dennis H. Krafft, Chair
Jack Tany, Vice Chair

Certifying approval by the Saginaw County Board of Commissioners at a regular meeting held on _____.

Signed _____
Vanessa Guerra, Saginaw County Clerk

SEAL

**BUDGET
AUDIT**

COMMUNICATION NO. 10-15-13

TO: SAGINAW COUNTY BOARD OF COMMISSIONERS

Forwarding for review and approval the attached list of transactions, as compiled by the Treasurer's Office, and by the Administrator's Office, Accounting Division.

Date: 09-01-24 through 09-30-24 Amount: \$17,928,069.42

Signed Jana Barry
Jana Barry, Deputy Treasurer/Financial Analyst

Signed Koren Thurston
Koren Thurston, Finance Director

BUDGET AUDIT COMMITTEE

Recommending the bills as listed above be approved for payment. Any exceptions are noted below.

Signed _____ Dated _____
Dennis H. Krafft, Chair
Jack Tany, Vice Chair

Certifying approval by the Saginaw County Board of Commissioners at a regular meeting held on _____.

Signed _____
Vanessa Guerra, Saginaw County Clerk

SEAL



COUNTY OF SAGINAW

BUDGET AUDIT

111 SOUTH MICHIGAN AVENUE
SAGINAW, MICHIGAN 48602

SAGINAW COUNTY BOC
SEP 27 '24 PM3:41

Administrator's Office

10-15-9

September 27, 2024

Chairman Boyd
Saginaw County Board of Commissioners
111 S. Michigan Ave.
Saginaw, MI 48602

RE: SCCJCC Fund Budget Increase (Org Code #26632700)

Dear Chairman Boyd:

The SCCJCC (Saginaw County Criminal Justice Coordinating Committee) is meeting on October 1st to discuss the fiscal year 2025 equipment replacement which is accomplished every 5 years. SCCJCC will be replacing the Panasonic mobile data computers, driver's license scanners, docking stations, antennas and modems. The fiscal year 2025 budget included an estimate of \$5,200 in equipment replacement costs for each vehicle. The proposed cost of each replacement is actually \$7,200 per vehicle. The additional budgeted amount is in available in each individual agency's fund balance. In past years, the SCCJCC general fund paid for the modem and antenna replacements. Due to a structural deficit in the SCCJCC Umbrella Fund we are proposing to shift this cost on to each individual department which will result in a budget adjustment for the fiscal year 2025.

I have attached a spreadsheet which outlines the changes in each individual agency budget for 2025.

The approval of this request is contingent upon approval at the SCCJCC meeting on October 1, 2024.

If you should have any questions, please feel free to contact me. I will not be able to attend the Budget Audit meeting on October 3 due to my attendance at the MPPOA conference in Detroit.

Sincerely,

Kelly M. Suppes, Purchasing/Risk Manager

SCCJCC-PROPOSED 2025 BUDGET ADJUSTMENT

Agency	# of Units	GL Org/Object	Original Budget	Revised Budget	Budget Adjustment
Birch Run Village	3	26632701-97050	\$15,600.00	\$21,600.00	\$6,000.00
		26632701-93305	\$0.00	\$1,500.00	\$1,500.00
Bridgeport Twp PD	6	26632702-97050	\$31,200.00	\$43,200.00	\$12,000.00
		26632702-93305	\$0.00	\$3,000.00	\$3,000.00
Carrollton Twp PD	5	26632703-97050	\$20,800.00	\$36,000.00	\$15,200.00
		26632703-93305	\$0.00	\$2,500.00	\$2,500.00
Buena Vista PD	8	26632704-97050	\$41,600.00	\$57,600.00	\$16,000.00
		26632704-93305	\$0.00	\$4,000.00	\$4,000.00
Frankenmuth PD	6	26632705-97050	\$31,200.00	\$43,200.00	\$12,000.00
		26632705-93305	\$0.00	\$3,000.00	\$3,000.00
Oakley PD	1	26632706-97050	\$5,200.00	\$7,200.00	\$2,000.00
		26632706-93305	\$0.00	\$500.00	\$500.00
Richland Twp PD	5	26632707-97050	\$20,800.00	\$36,000.00	\$15,200.00
		26632707-93305	\$0.00	\$2,500.00	\$2,500.00
City of Saginaw PD	25	26632708-97050	\$130,000.00	\$180,000.00	\$50,000.00
		26632708-93305	\$0.00	\$12,500.00	\$12,500.00
Saginaw County Sheriff	28	26632709-97050	\$145,600.00	\$201,600.00	\$56,000.00
		26632709-93306	\$0.00	\$14,000.00	\$14,000.00
Saginaw Township PD	19	26632710-97050	\$98,800.00	\$136,800.00	\$38,000.00
		26632710-93305	\$0.00	\$9,500.00	\$9,500.00
Spaulding Twp PD	1	26632711-97050	\$5,200.00	\$7,200.00	\$2,000.00
		26632710-93305	\$0.00	\$500.00	\$500.00
St. Charles Village PD	2	26632712-97050	\$10,400.00	\$14,400.00	\$4,000.00
		26632712-93305	\$0.00	\$1,000.00	\$1,000.00
SVSU PD	5	26632713-97050	\$26,000.00	\$36,000.00	\$10,000.00
		26632713-93305	\$0.00	\$2,500.00	\$2,500.00
Thomas Twp PD	5	26632714-97050	\$26,000.00	\$36,000.00	\$10,000.00
		26632714-93305	\$0.00	\$2,500.00	\$2,500.00
Tittabawassee Twp PD	5	26632715-97050	\$26,000.00	\$36,000.00	\$10,000.00
		26632715-93305	\$0.00	\$2,500.00	\$2,500.00
Zilwaukee City PD	2	26632716-97050	\$10,400.00	\$14,400.00	\$4,000.00
		26632716-93305	\$0.00	\$1,000.00	\$1,000.00
Village of Chesaning PD	3	26632717-97050	\$15,600.00	\$21,600.00	\$6,000.00
		26632717-93305	\$0.00	\$1,500.00	\$1,500.00
Animal Control	4	26632720-97050	\$20,800.00	\$28,800.00	\$8,000.00
		26632720-93305	\$0.00	\$2,000.00	\$2,000.00
SCCJCC-General		26632700-97050	\$312,600.00	\$75,000.00	(\$237,600.00)

Christina A. Harrington, M.P.H.
Health Officer



Saginaw County
HEALTH DEPARTMENT
Caring experts, advocates & champions.
For health. For everyone.

Delicia J. Pruitt, M.D., M.P.H., F.A.A.F.P.
**BUDGET
AUDIT** 10-15-14
Medical Director

October 2, 2024

Honorable Christopher Boyd, Chairman
Board of Commissioners
County of Saginaw
111 S. Michigan Ave.
Saginaw, MI 48602

RE: REQUEST TO INCREASE HEALTH DEPARTMENT FEES

SAGINAW COUNTY BOC
OCT 3 '24 AM 10:04

Dear Chairman Boyd:

Please permit this letter to serve as my request to meet with the Budget/Audit Committee meeting regarding the following matter:

- **Request to make the following changes to the Department's FY25 Fee Schedule for Laboratory Fees and Immunization Vaccine Fees effective October 1, 2024.**

Fee Description	Authority	FY 2024	FY 2025
		Approved Fee	Recommended Fee
Health Department			
Laboratory Fees			
Water Chemistry			
Partial Chemistry Analysis	County	20.00	22.00
Full Well Water Analysis	County	35.00	40.00
Water Micro			
Pool/Spa Testing	County	33.00	35.00
Coliform Qualitative	County	19.00	22.00
Legionella Testing in Water (Quantitative)	County	85.00	90.00
Clinical			
Paternity Collection	County	38.00	40.00
Drug of Abuse Screening			
Enrollment Fee	County	30.00	35.00
Single Analyte Drug Screen Quantitative	County	21.00	15.00
EtG (ethyl glucuronide)	County	24.00	20.00
Immunization Fees			
HPV-9 Gardasil	County	290.00	305.00
Meningitis (Menactra/MenQuadFi)	County	165.00	175.00
RSV - Abrysvo	County	310.00	330.00
MMR-V (ProQuad)	County	280.00	290.00
Varicella	County	175.00	190.00

These fee changes were inadvertently not included with the 2024 – 2025 Budget Fee Schedule.

Please recommend approval of the Health Department's FY25 fee changes effective October 1, 2024.

Respectfully,

A handwritten signature in cursive script that reads "Christina Harrington".

Christina A. Harrington, MPH
Health Officer



BUDGET AUDIT

SAGINAW COUNTY SHERIFF'S OFFICE

311 S. Harrison Street • Saginaw, MI 48602

PH: 989.790.5400 FAX: 989.790.5429

10-15-10

WILLIAM L. FEDERSPIEL

Sheriff

MIGUEL GOMEZ

Undersheriff

September 26, 2024

Dear Chair, Krafft,

I request to be placed on the Budget Audit Committee agenda to discuss accepting and increasing funds to the 416 secondary road patrol grant in the amount of \$144,524 for the FY 2025. I would like to purchase and equip/build Two Durango patrol vehicles. I would spend the remaining on overtime details.

Undersheriff Miguel Gomez



County of Saginaw

111 South Michigan Avenue
Saginaw, MI 48602

BUDGET AUDIT

Medical Examiner
Russell L. Bush MD, MPH

10-15-15

Commissioner Dennis Krafft, Chair
Budget/Audit Committee
Board of Commissioners
111 S. Michigan Avenue
Saginaw, MI 48602

RE: MEDICAL EXAMINER FEE SCHEDULE

SAGINAW COUNTY BOC
OCT 3 '24 AM 11:56

Dear Chair Krafft,

I request that the Budget/Audit Committee approve the below Medical Examiner Office Fees be added to the Fiscal Year 2025 Fee Schedule. If approved fees will become retroactive to October 1, 2024.

- Autopsy Report \$50.00
- Toxicology Report \$50.00
- Medical Examiner Report \$50.00
- Body Storage p/day \$50.00
- Body Transport (within the County) \$135.00
- Basic Toxicology Screen (family request) \$500.00
- Body Bag \$20.00

I will be at the October 3, 2024 Budget/Audit Committee meeting if you or any other Commissioners have any questions.

Sincerely,

Randy Pfau

Randy Pfau
Director, Medical Examiner

Cc: Koren Thruston, Finance Director
Mary Catherine Hannah, Administrator

 (989) 790-5210

 administratorsoffice@saginawcounty.com



SAGINAW COUNTY ARPA HOUSING PROPOSAL

**BUDGET
AUDIT** SAGINAW COUNTY BOC
OCT 3 '24 AM 10:03
10-15-16

REQUEST \$950,000

\$700,000 TO HABITAT FOR HUMANITY
\$250,000 TO SAGINAW COUNTY COMMUNITY
ACTION COUNCIL

OBJECTIVES 7 NEW RESIDENTIAL HOMES 25 REPAIRED HOMES

PARTNERS



PROPOSAL

In October of 2024 Saginaw-Shiawassee Habitat for Humanity (SSHFH) will apply for grant funding for the purposes of developing infill housing in Saginaw County through the Michigan State Housing Development Authority (MSHDA) MI Neighborhoods Program. MI Neighborhoods acts as a "Last Dollar" funding mechanism, requiring SSHFH to confirm complete funding of the proposed project before MSHDA will fund the proposal.

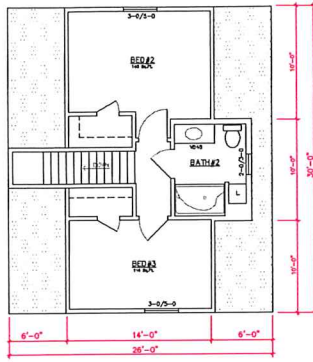
By utilizing the ARPA funds that the Saginaw County Commission previously allocated for housing, SSHFH can make up the current funding gap, leverage the County's investment, and complete the scope of work proposed to MSHDA.

This proposal requests \$700,000 from the County's ARPA Housing appropriation to SSHH to complete the gap between the building costs and MI Neighborhoods application. This will leverage an additional investment by MSDHA for up to \$700,000 to support new housing in our county.

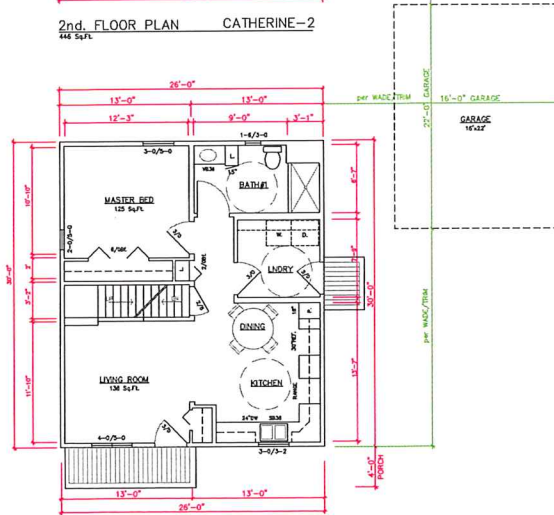
An additional \$250,000 requests will support the Saginaw County Community Action Center to perform critical structural and weatherization repairs throughout Saginaw County. These funds will be leveraged to build 7 new homes that will be financially accessible to working families in Saginaw County and assist up to 25 homeowners with repairs.

IMPACT

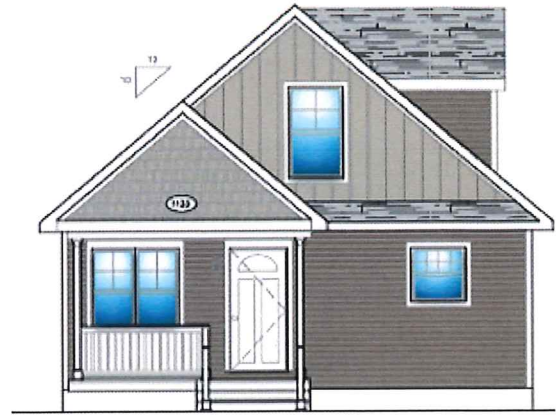
New homes constructed will be sold to households with incomes up to 120% of the area median income, with two units reserved for households under 60% of the area median household income. The homes are projected to add \$840,000 in tax revenues over 30 years.



2nd FLOOR PLAN CATHERINE-2
448 Sq Ft.



1st FLOOR PLAN CATHERINE-2
700 Sq Ft (1st) + 448 Sq Ft (2nd) = 1148 Sq Ft. TOTAL
1407 Fayette St.



COVENANT NEIGHBORHOOD ACTION PLAN

In early 2023, Covenant Healthcare commissioned a Neighborhood Action Plan to revitalize a dormant “Walk-to-Work” program to encourage Covenant employees to move near its main health campus. A key focus of the Action Plan was to identify opportunities to improve the physical condition of properties, add quality housing stock, and engage current residents in neighborhood revitalization.

Although utilizing tools such as the Missing Middle grant program, Neighborhood Enterprise Zones, and community development finance are options, the lack of technical capacity and capital is a key constraint to implementing the Action Plan. Covenant Healthcare has committed \$2.5 million over the next 5 years to contribute to neighborhood revitalization efforts, which will include incentives for Covenant employees to relocate to the neighborhood. Additional funding from the State of Michigan will be used to secure construction phase financing for difficult to appraise projects and also be used strategically as gap funding certain projects.

The Extraordinary Neighborhood Program also recognizes residents who have stuck through the challenges of the past two decades. Home repair and beautification programs will also be offered that will be developed by a Neighborhood Action Committee.

