

AGENDA

BUDGET/AUDIT COMMITTEE

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

Thursday, August 8, 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 (***June 6, 2024 - Attached***)
- IV. Public Comment (*Speakers limited to 3 minutes*)
- V. Agenda

1. **William L. Federspiel, Sheriff**, re:

- **8-20-16** Requesting three (3) budget adjustments to: (1) Increase with revenue the Sheriff's Vehicle Pool account by \$52,181 and increasing user departments; (2) Increase the Drug Forfeitures budget with revenue by \$35,500 generated by the sale of a Dodge Durango; and (3) Establish a new budget within the Special Projects Fund 280 to accept fund received by the State of Michigan for FY 2024 to support required annual in-service training standards for licensed law enforcement officers

2. **John A. McColgan, Jr., Prosecutor**, re:

- **8-20-17** Requesting a transfer of \$3,850 to its DHHS Division budget – Capital Outlay for furniture and equipment

3. **Jessica Sargent, Commission on Aging Director**, re:

- **8-20-18** Requesting budget adjustments for its Home Delivered Meals/Congregate Nutrition Program (\$146,000) and Transportation Program (\$15,000)

4. **Rachel Horton, Director of SCACC**, re:

- **8-20-19** Requesting use of General Donations to increase its budget by \$25,000 to construct a room to house the oxygen generator in the Surgical Center

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

- **8-20-20** Vendor Transactions June 1 – 30, 2024 \$7,209,109.34
- **8-20-21** Vendor Transactions July 1 – 31, 2024 \$11,508,170.56
- **8-20-22** Submitting the quarterly budget adjustments and grants accepted on behalf of the County by the Administrator for 4-1-24 to 6-30-24 (*Receive & File*)
- **8-20-23** Submitting amendments to Draft #1 of the proposed FY 2025 Budget General Fund: (1) Increase to the Medical Examiner's budget of \$32,827 due to reclassification of the Office Manager; (2) Increase to the Medical Examiner's budget of \$20,000 to account for contract renewals of the Medical Examiner and Deputy Medical Examiner; (3) To provide funding to MSU Extension of \$150,000;

(4) Increase of \$30,517 to the Prosecutor's Office budget due to reclassification of the Director of Operations and Legal Office Manager; and (5) Increase of Prosecutor's Office High Crime Community Support Grant from the State of Michigan estimated at \$350,000. Additional adjustments affect the Sheriff's Special Projects fund and have no impact on the General Fund

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

- **8-20-24** Requesting the reallocation of American Rescue Plan Act (ARPA) funds to: (1) Reallocate \$500,000 from the County Clerk digitization of files request to the Saginaw County Courts to update JAVS systems; (2) Reallocate unspent funds from COVID Healthcare claims in the amount of \$197,065.03 to zero out Premium Pay (\$6,903.89) and to the HVAC Courthouse Project (\$190,161.14); and (3) Reassign unspent funds allocated for the "Medical Diamond Project" from the City of Saginaw to the Saginaw County Health Department for the pre-development and construction/purchase phases of new facilities (\$4,652,034.76)

7. 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, June 6, 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, Dave Gilbert, Darcie Totten, Dennis Harris,
Mark Piotrowski, Jaime Ceja, Suzy Koeplinger, Renee Sharkey, and Catherine Hicks

- I. Call to Order ---**Krafft at 4:00 p.m.**
- II. Welcome
- III. Correction/Approval of Minutes (**May 9, 2024**)
---**Moved by Tany, seconded by Spitzer, to approve. Motion carried.**
- IV. Public Comment (*Speakers limited to 3 minutes*) ---**None**
- V. Agenda

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

- **6-18-9** Vendor Transactions May 1 – 31, 2024 \$25,117,009.64
---**Moved by Spitzer, seconded by Boyd, to approve. Motion carried.**
(Board Report)
- **6-18-10** Submitted the report of budget adjustments and grants accepted on behalf of
the County by the Administrator for 1-1-24 to 3-31-24
---**Moved by Boyd, seconded by Slodowski, to receive and file. Motion carried.**
(Receive & File)

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

- **6-18-11** Requested approval to move \$750,000 from the Dow Millage Fund and
\$1,785,820 from the Public Improvement Fund to the Memorial Cup project to
cover additional expenditures.
---**Moved by Tany, seconded by Boyd, to approve. (Board Report)**
Motion carried by the following rollcall vote:
Yes: Boyd, Spitzer, Slodowski, Tany, and Krafft
No: None

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

- VI. Miscellaneous ---**Chair Krafft asked the Administrator for an update on the FY 2025 Budget. She responded that there is an overall less than 2% increase and binders will be available June 10, 2024.**
- VII. Adjournment---**Moved by Tany, seconded by Boyd, to adjourn. Motion carried; time being 4:52 p.m.**

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



SAGINAW COUNTY SHERIFF'S OFFICE

311 S. Harrison Street • Saginaw, MI 48602

PH: 989.790.5400 FAX: 989.790.5429

BUDGET AUDIT

WILLIAM L. FEDERSPIEL
Sheriff

MIGUEL GOMEZ
Undersheriff

8-20-16

July 23, 2024

Dear Chair Krafft,

I request to be placed on the agenda for the August Budget/Audit committee meeting. I would like to discuss 3 requests amending the current budget.

1. Increase the expenses within the Sheriff's Vehicle Pool account 66119401 by \$52,181 with the offset to revenue within the 66119401. This will also require an increase to the user departments (Law Enforcement 20731500, Jail 10135100, Selective Enforcement Grant 28030102, and Emergency Services 27842600) by the same amount. These requests are to cover a shortfall in gas (\$21,000), vehicle repairs (\$25,000) and public liability insurance (\$6,181).
2. Increase our current Sheriff Drug Forfeitures budget 28030105 to accept revenue generated by the sale of a Dodge Durango (\$35,500) with the proceeds to cover vehicle expenses incurred by the new sheriff vehicle recently purchased.
3. Establish a new budget within the Sheriff Special Projects Fund 280 to accept fund received by the State to be used to support required annual in-service training standards (Continuing Professional Education or CPE) for licensed law enforcement officers. The amount received for FY 2024 is \$28,500.

William L. Federspiel
Sheriff Saginaw County

SAGINAW COUNTY BOC
JUL 31 '24 AM 10:23



John A. McColgan, Jr.
Saginaw County Prosecuting Attorney

COURT HOUSE
111 SOUTH MICHIGAN AVENUE
SAGINAW, MICHIGAN 48602

**BUDGET
AUDIT**

Blair N. Stevenson
Chief Assistant Prosecuting Attorney

8-20-17

SAGINAW COUNTY BOC
JUL 31 '24 AM 11:06

TO: Honorable Chairman Boyd and Commissioner Krafft
Budget /Audit Committee

FROM: Prosecutor John McColgan, Jr.

SUBJECT: Prosecutor DHHS Division Budget Request

DATE: July 31, 2024

Dear Commissioners,

We would like to request to meet with the Budget/Audit Committee on August 8, 2024. We come before you regarding our DHHS Division budget. The DHHS contract with the State allows for a total of \$12,350.00 for furniture and equipment in the grant budget for FY 2024. The contract had not yet been finalized at the time the Munis budget was due and entered. Therefore, only \$8,500.00 for capital outlay was entered into the Munis system. We are requesting approval for the remaining balance of \$3,850.00, to be transferred to our capital outlay in the contract for FY 2024 to the Munis budget system so that we may purchase office furniture.

Sincerely,


John A. McColgan Jr.
Saginaw County Prosecutor



BUDGET AUDIT

SAGINAW COUNTY COMMISSION ON AGING

...Providing Services, Programs and Opportunities for Older Adults...

8-2018

July 31, 2024

SAGINAW COUNTY BOC
JUL 31 '24 PM 1:54

Commissioner Christopher S. Boyd, Chairman
Board of Commissioners
111 S. Michigan Avenue
Saginaw, MI 48602

RE: BUDGET ADJUSTMENT REQUEST

Dear Chairman Boyd:

Please find attached two (2) budget adjustments for the Home Delivered Meals/Congregate Nutrition Program and Transportation program.

The cost of raw food and food supplies for the nutrition program is higher than projected. Additionally, due to ongoing vacancies in County Kitchen Assistant positions, it is necessary to shift funds to cover costs associated with staff hired through temporary staffing agencies. The budget adjustment reflects additional ARPA revenue under Older American Act Programs in the amount of \$21,758 and use of Fund Balance in the amount of \$24,242. Transportation vehicle repair and maintenance costs require additional funding to support repairs and regular maintenance through the remainder of the fiscal year. It is necessary to utilize fund balance, in the amount of \$15,000, which is reflected in the budget adjustment. The Commission on Aging has sufficient funding to support these requests.

(see attached spreadsheets)

I am recommending the Board of Commissioners approve the budget adjustments for Home Delivered Meals/Congregate Nutrition Program and Transportation Program.

I will be present at the August Budget/Audit committee to answer any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Jessica Sargent', with a long horizontal flourish extending to the right.

Jessica Sargent
Commission on Aging Director

Saginaw County Commission on Aging
 Budget Adjustment Entries
 FY 2024

Description	Org Code	Object Code	Debit	Credit
Home Delivered Meals/Congregate				
Transfer Funds to cover cost of Temp hired through Agencies and increase food costs				
Food	23867211	73930	\$ 55,000	
Temp Agency	23867211	80137	\$ 49,000	
S&W-Perm PT	23867211	70400		\$ 50,000
S&W-FT	23867211	70300		\$ 40,000
Federal Funds-ARPA	23867211	50100		\$ 13,055
Fund Balance	23867211	69000		\$ 945
Food	23867210	73930	\$ 19,000	
Temp Agency	23867210	80137	\$ 23,000	
S&W-FT	23867210	70300		\$ 10,000
Federal Funds-ARPA	23867210	50100		\$ 8,703
Fund Balance	23867210	69000		\$ 23,297
			\$ 146,000	\$ 146,000

Saginaw County Commission on Aging
 Budget Adjustment Entries
 FY 2024

Description	Org Code	Object Code	Debit	Credit
Transportation				
Increase the budget for Vehicle Repairs because of Unforeseen repair expenses				
Vehicle R & M	23867201	93200	\$ 15,000	
Other Revenue/Fund Balance	23867200	69000		\$ 15,000
			\$ 15,000	\$ 15,000



Saginaw County
Animal Care & Control
5615 Bay Rd. Saginaw, MI 48604
scacc@saginawcounty.com

Ph: (989)797-4500

Fax: (989)797-4509

**BUDGET
AUDIT**

July 31, 2024

8-20-19

Request for Action from:

Budget and Audit Committee,

Background Information: Saginaw County Animal Care & Control wishes to use funds allocated from our donations for the purpose of constructing a room to house our oxygen generator in the surgical center. Once we have this generator housed, we can move forward with making our surgical center operational for in-house as well as public use. This is not a cost to the general fund.

Motion: Increase Saginaw County Animal Care & Control, Donation revenue and expense lines to the amount of \$25,000 to construct housing for the oxygen generator.

General Donations Line: 213-43099-67463

Requested by: Rachel Horton, Director of SCACC

SAGINAW COUNTY BOC
JUL 31 '24 PM4:56

**BUDGET
AUDIT**

COMMUNICATION NO. 8-20-20

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: 06-01-24 through 06-30-24 Amount: \$7,209,109.34

Signed Jana Barry
Jana Barry, Deputy Treasurer/Financial Analyst

Signed Koren Thurston
Koren Thurston, Finance Director

RECEIVED
SAGINAW COUNTY
BOARD OF COMMISSIONERS
2024 JUL - 2 A 4: 22

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. 8-20-21

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: 07-01-24 through 07-31-24 Amount: \$11,508,170.56

Signed 
Jana Barry, Deputy Treasurer/Financial Analyst

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



County of Saginaw

111 South Michigan Avenue
Saginaw, MI 48602

**BUDGET
AUDIT**

Mary Catherine Hannah
County Administrator

July 31, 2024

8-20-22

Christopher Boyd, Chair
Saginaw County Board of Commissioners
111 S. Michigan Avenue
Saginaw, MI 48602

SAGINAW COUNTY BOC
AUG 1 '24 AM 11:00

Dear Chairman Boyd:

The Budget Resolution states that a report of budget adjustments approved by the County Administrator (or their designee) as well as grants accepted on behalf of the County be submitted to the Budget/Audit Committee for informational purposes. In compliance, enclosed are those budget adjustments for April 1, 2024 through June 30, 2024.

Also included on this listing are any budget adjustments approved by the County Administrator (or their designee) for the purposes of carrying forward budget from fiscal 2023 to fiscal 2024 as outlined in Budget Resolution A.

If you or any of the other Commissioners have any questions, please feel free to contact me.

Sincerely,

Koren A. Thurston

Koren A. Thurston, CPA
Finance Director

Cc: Mary Catherine Hannah, County Administrator



(989) 790-5210



administratorsoffice@saginawcounty.com

County of Saginaw
 County Administrator's Office Approved Budget Adjustments
 FY 2024 - 4/1/2024 thru 6/30/2024

YEAR	PER	JOURNAL	LINE	EFF DATE	REF1	REF2	REF4	ORG	ORG DESCRIPTION	OBJECT	OBJECT DESCRIPTION	COMMENT	DR/CR	AMOUNT
2024	7	72	1	04/03/2024	Sherif	KT 4/3	JAG 2021	28030117	JAG 2021-2024	80100	Professional Services	adjust JAG 2021 grant expenses	D	15,188.00
2024	7	72	2	04/03/2024	Sherif	KT 4/3	JAG 2021	28030117	JAG 2021-2024	93320	Software Licensing Fees	adjust JAG 2021 grant expenses	D	8,096.00
2024	7	72	3	04/03/2024	Sherif	KT 4/3	JAG 2021	28030117	JAG 2021-2024	97050	Capital Outlay Under \$5000	adjust JAG 2021 grant expenses	C	23,284.00
2024	7	204	1	04/08/2024	Prosec	MCH 4/9	Ofc Furn	10129600	Prosecuting Attorney	70300	S & W-Full Time	To purchase Office Furniture	C	19,681.00
2024	7	204	2	04/08/2024	Prosec	MCH 4/9	Ofc Furn	10129600	Prosecuting Attorney	97050	Capital Outlay Under \$5000	To purchase Office Furniture	D	19,681.00
2024	7	1581	1	04/01/2024	Health	MCH 4/17	IT/CELL PH	22160110	Nurse Family Partnership	97050	Capital Outlay Under \$5000	COMPUTER FOR NURSE PREV VACANT	D	1,500.00
2024	7	1581	2	04/01/2024	Health	MCH 4/17	IT/CELL PH	22160110	Nurse Family Partnership	71100	Hospitalization Insurance	COMPUTER FOR NURSE PREV VACANT	C	1,500.00
2024	7	1581	3	04/01/2024	Health	MCH 4/17	IT/CELL PH	22160110	Nurse Family Partnership	97050	Capital Outlay Under \$5000	PHONE FOR NURSE PREV VACANT	D	50.00
2024	7	1581	4	04/01/2024	Health	MCH 4/17	IT/CELL PH	22160110	Nurse Family Partnership	97050	Capital Outlay Under \$5000	PHONE FOR NURSE INOPERABLE	D	50.00
2024	7	1581	5	04/01/2024	Health	MCH 4/17	IT/CELL PH	22160110	Nurse Family Partnership	71100	Hospitalization Insurance	2 PHONES NFP	C	100.00
2024	7	1581	6	04/01/2024	Health	MCH 4/17	IT/CELL PH	22160106	Nursing Services	97050	Capital Outlay Under \$5000	2 PHONES NURSING DIR&SUPERVIS	D	100.00
2024	7	1581	7	04/01/2024	Health	MCH 4/17	IT/CELL PH	22160106	Nursing Services	71100	Hospitalization Insurance	2 PHONES NURSING DIR&SUPERVIS	C	100.00
2024	7	1581	8	04/01/2024	Health	MCH 4/17	IT/CELL PH	22160133	ELC Contact Tracing/Wraparound	97050	Capital Outlay Under \$5000	IT EQUIP - EPIC EHR SWITCHOVER	D	5,000.00
2024	7	1581	9	04/01/2024	Health	MCH 4/17	IT/CELL PH	22160133	ELC Contact Tracing/Wraparound	80150	Contractual Services	IT EQUIP - EPIC EHR SWITCHOVER	C	5,000.00
2024	7	1757	1	04/22/2024	COA	MCH 4/22	Min Staff	23867207	Minority Staffing	80137	Temp Agency Services	Adjustment to Cover Temp Emplo	D	1,000.00
2024	7	1757	2	04/22/2024	COA	MCH 4/22	Min Staff	23867207	Minority Staffing	70400	S & W-Permanent-Part Time	Adjustment to Cover Temp Emplo	C	1,000.00
2024	7	2587	1	04/29/2024	BOC	MCH 4/16	transfer	10110100	Board of Commissioners	97050	Capital Outlay Under \$5000	laptop Asst Board Coordinator	D	1,345.00
2024	7	2587	2	04/29/2024	BOC	MCH 4/16	transfer	10110100	Board of Commissioners	91000	Professional Development	laptop Asst Board Coordinator	C	1,345.00
2024	7	2590	1	04/29/2024	Prosec	MCH 4/29	Printer	10129600	Prosecuting Attorney	97050	Capital Outlay Under \$5000	For Color Printers	D	1,520.00
2024	7	2590	2	04/29/2024	Prosec	MCH 4/29	Printer	10129600	Prosecuting Attorney	70300	S & W-Full Time	For Color Printers	C	1,520.00
2024	7	2729	1	04/30/2024	Sherif	MCH 4/29	transfer	20731500	Sheriff-Operations Division	93340	Area Records Mgmt User Fee	FY2022 police records mgmt inv	D	10,600.00
2024	7	2729	2	04/30/2024	Sherif	MCH 4/29	transfer	20731500	Sheriff-Operations Division	72610	Other Operating Supplies	FY2022 police records mgmt inv	C	10,600.00
2024	8	49	1	05/02/2024	VBRD	MOU w/crts	transfer	27828307	Virtual Backlog Response Grant	73000	Office Supplies	adjust line items within budge	D	1,000.00
2024	8	49	2	05/02/2024	VBRD	MOU w/crts	transfer	27828307	Virtual Backlog Response Grant	81200	Visiting Judge (Fees Etc)	adjust line items within budge	D	107,615.00
2024	8	49	3	05/02/2024	VBRD	MOU w/crts	transfer	27828307	Virtual Backlog Response Grant	83800	Pre-Employment Physicals	adjust line items within budge	C	108,615.00
2024	8	265	1	05/07/2024	Circui	MOU w/Crts	JAVS equip	10128300	Circuit Court	97000	Capital Outlay	JAVS video for Judge Galkay	D	39,000.00
2024	8	265	2	05/07/2024	Circui	MOU w/Crts	JAVS equip	10128300	Circuit Court	80200	Consultant Services	JAVS video for Judge Galkay	C	39,000.00
2024	8	268	1	05/07/2024	Mainte	MCH 5/7	EFIS repai	44590100	General Improvements	97507	Renovations-Co. Off. Bldg.	EFIS repairs Annex and COB	D	40,000.00
2024	8	268	2	05/07/2024	Mainte	MCH 5/7	EFIS repai	44590100	General Improvements	98521	Courthouse-Repair/Replacements	EFIS repairs Annex and COB	C	40,000.00
2024	8	352	1	05/07/2024	MedExa	MCH 5/7	transfer	10164800	Medical Examiner	80100	Professional Services	to cover payments to Dr. Bush	D	71,300.00
2024	8	352	2	05/07/2024	MedExa	MCH 5/7	transfer	10164800	Medical Examiner	80150	Contractual Services	to cover payments to Dr. Bush	C	71,300.00
2024	8	468	1	05/08/2024	SoilEr	MCH 5/7	transfer	64156800	Soil Erosion	90000	Printing & Publishings	publish Ordinance #114 & SESC	D	1,625.00
2024	8	468	2	05/08/2024	SoilEr	MCH 5/7	transfer	64156800	Soil Erosion	97050	Capital Outlay Under \$5000	publish Ordinance #114 & SESC	C	1,625.00
2024	8	1471	1	05/17/2024	Admini	MCH 5/2	move budge	10119100	Financial Management	90000	Printing & Publishings	move budget for printing forms	D	2,500.00
2024	8	1471	2	05/17/2024	Admini	MCH 5/2	move budge	10122300	Auditing	90000	Printing & Publishings	move budget for printing forms	C	2,500.00

County of Saginaw
 County Administrator's Office Approved Budget Adjustments
 FY 2024 - 4/1/2024 thru 6/30/2024

YEAR	PER	JOURNAL	LINE	EFF DATE	REF1	REF2	REF4	ORG	ORG DESCRIPTION	OBJECT	OBJECT DESCRIPTION	COMMENT	DR/CR	AMOUNT
2024	8	1525	1	05/17/2024	Admini	MCH 5/17	transfer	10117200	County Administration	86100	Transportation-Mileage Reimb	transfer to cover mileage reim	D	500.00
2024	8	1525	2	05/17/2024	Admini	MCH 5/17	transfer	10117200	County Administration	91000	Professional Development	transfer to cover mileage reim	C	500.00
2024	8	2346	1	05/29/2024	Sherif	MCH 5/29	transfer	28030102	Selective Enforcement	97050	Capital Outlay Under \$5000	2 ballistic shields for traffi	D	5,610.00
2024	8	2346	2	05/29/2024	Sherif	MCH 5/29	transfer	28030102	Selective Enforcement	70700	S & W-Overtime	2 ballistic shields for traffi	C	5,610.00
2024	8	2623	1	05/30/2024	IT	MCH 5/30	adjustment	63622800	Information Technology	94000	Rents & Leases	transfer to service chgs/fees	C	5,385.00
2024	8	2623	2	05/30/2024	IT	MCH 5/30	adjustment	63622800	Information Technology	96113	Service Charges & Fees	transfer from rents & leases	D	5,385.00
2024	8	2667	1	05/30/2024	IT	MCH 5/30	xfer budge	63622800	Information Technology	94000	Rents & Leases	CE pole fees	C	5,385.00
2024	8	2667	2	05/30/2024	IT	MCH 5/30	xfer budge	63622800	Information Technology	96113	Service Charges & Fees	CE pole fees	D	5,385.00
2024	9	36	1	06/03/2024	DistCt	MOU w/Crts	Transfer	10128600	District Court	80150	Contractual Services	Transfer to Interpreter	C	19,750.00
2024	9	36	2	06/03/2024	DistCt	MOU w/Crts	Transfer	10128600	District Court	82300	Interpreter/Translation Fees	Transfer from Consultant	D	19,750.00
2024	9	649	1	06/11/2024	MDCG	MOU w/Crts	transfer	27828303	MI Drug Ct Grant Prog-Circuit	80150	Contractual Services	to match grant award	C	170.00
2024	9	649	2	06/11/2024	MDCG	MOU w/Crts	transfer	27828303	MI Drug Ct Grant Prog-Circuit	73000	Office Supplies	to match grant award	D	60.00
2024	9	649	3	06/11/2024	MDCG	MOU w/Crts	transfer	27828303	MI Drug Ct Grant Prog-Circuit	86100	Transportation-Mileage Reimb	to match grant award	D	110.00
2024	9	650	1	06/11/2024	Byrne	MOU w/Crts	transfer	27828306	Byrne JAG Grant-Circuit Court	72610	Other Operating Supplies	adjust to match grant award	C	110.00
2024	9	650	2	06/11/2024	Byrne	MOU w/Crts	transfer	27828306	Byrne JAG Grant-Circuit Court	86100	Transportation-Mileage Reimb	adjust to match grant award	D	110.00
2024	9	737	1	06/12/2024	Sherif	JAG grant	add budget	28030119	JAG 2022-2025	50530	Fed Grants-DOJ	create budget for JAG2022-2025	C	70,667.00
2024	9	737	2	06/12/2024	Sherif	JAG grant	add budget	28030119	JAG 2022-2025	95903	Reimb-City of Saginaw	create budget for JAG2022-2025	D	35,334.00
2024	9	737	3	06/12/2024	Sherif	JAG grant	add budget	28030119	JAG 2022-2025	98100	Vehicles	create budget for JAG2022-2025	D	35,333.00
2024	9	737	4	06/12/2024	Sherif	JAG grant	add budget	28030120	JAG 2023-2026	50530	Fed Grants-DOJ	create budget for JAG2023-2026	C	83,342.00
2024	9	737	5	06/12/2024	Sherif	JAG grant	add budget	28030120	JAG 2023-2026	95903	Reimb-City of Saginaw	create budget for JAG2023-2026	D	41,671.00
2024	9	737	6	06/12/2024	Sherif	JAG grant	add budget	28030120	JAG 2023-2026	97050	Capital Outlay Under \$5000	create budget for JAG2023-2026	D	41,671.00
2024	9	898	1	06/13/2024	MDCG	MOU w/Crts	transfer	27828303	MI Drug Ct Grant Prog-Circuit	72610	Other Operating Supplies	adjust to match grant amounts	D	1,680.00
2024	9	898	2	06/13/2024	MDCG	MOU w/Crts	transfer	27828303	MI Drug Ct Grant Prog-Circuit	80150	Contractual Services	adjust to match grant amounts	C	1,680.00
2024	9	1411	1	06/21/2024	Distri	MOU w/Crts	Transfer	10128600	District Court	73700	Uniforms & Accessories	Transfer to 97050 (vests)	C	2,000.00
2024	9	1411	2	06/21/2024	Distri	MOU w/Crts	Transfer	10128600	District Court	97050	Capital Outlay Under \$5000	Transfer from Uniforms	D	2,000.00
2024	9	1411	3	06/21/2024	Distri	MOU w/Crts	Transfer	10128600	District Court	80200	Consultant Services	Transfer to 97050 (vests)	C	2,435.00
2024	9	1411	4	06/21/2024	Distri	MOU w/Crts	Transfer	10128600	District Court	97050	Capital Outlay Under \$5000	Transfer from Consultant	D	2,435.00
2024	9	2063	1	06/28/2024	Sherif	MCH 6/28	transfer	28030102	Selective Enforcement	97050	Capital Outlay Under \$5000	2 LIDAR speed measurement devi	D	4,370.00
2024	9	2063	2	06/28/2024	Sherif	MCH 6/28	transfer	28030102	Selective Enforcement	70700	S & W-Overtime	2 LIDAR speed measurement devi	C	4,370.00
2024	9	2437	1	06/21/2024	Health	MCH 6/20	HEARINGEQU	22160113	Hearing, Vision and KOHA	59000	Local Grants	WICKSON-LINK FOUND FOR HEAR EQ	C	3,500.00
2024	9	2437	2	06/21/2024	Health	MCH 6/20	HEARINGEQU	22160113	Hearing, Vision and KOHA	59000	Local Grants	NICKLESS MEM FOUND FOR HEAR EQ	C	3,500.00
2024	9	2437	3	06/21/2024	Health	MCH 6/20	HEARINGEQU	22160113	Hearing, Vision and KOHA	97050	Capital Outlay Under \$5000	NICKLESS MEM FOUND FOR HEAR EQ	D	3,500.00
2024	9	2437	4	06/21/2024	Health	MCH 6/20	HEARINGEQU	22160113	Hearing, Vision and KOHA	97050	Capital Outlay Under \$5000	WICKSON-LINK FOUND FOR HEAR EQ	D	3,500.00

County of Saginaw
 County Administrator's Office Approved Budget Adjustments
 FY 2024 - 4/1/2024 thru 6/30/2024

YEAR	PER	JOURNAL	LINE	EFF DATE	REF1	REF2	REF4	ORG	ORG DESCRIPTION	OBJECT	OBJECT DESCRIPTION	COMMENT	DR/CR	AMOUNT
2024	9	2445	1	06/21/2024	HEALTH	CB 6/21	H&V EGRAMS	22160113	Hearing, Vision and KOHA	55530	State Grants-Cost Sharing	EGRAMS ADDTL FUNDING HEAR EQU	C	6,000.00
2024	9	2445	2	06/21/2024	HEALTH	CB 6/21	H&V EGRAMS	22160113	Hearing, Vision and KOHA	97000	Capital Outlay	EGRAMS ADDTL FUNDING HEAR EQU	D	6,000.00
2024	9	2445	3	06/21/2024	HEALTH	CB 6/21	H&V EGRAMS	22160113	Hearing, Vision and KOHA	55530	State Grants-Cost Sharing	EGRAMS ADDTL FUNDS VISION EQU	C	6,000.00
2024	9	2445	4	06/21/2024	HEALTH	CB 6/21	H&V EGRAMS	22160113	Hearing, Vision and KOHA	97000	Capital Outlay	EGRAMS ADDTL FUNDS VISION EQU	D	6,000.00



County of Saginaw

111 South Michigan Avenue
Saginaw, MI 48602

BUDGET AUDIT

Mary Catherine Hannah
County Administrator

July 31, 2024

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

8-20-23

SAGINAW COUNTY BOC
AUG 1 '24 AM 11:00

RE: Amendments to Draft #1 of the Proposed Fiscal Year 2025 Budget

Dear Chairman Boyd,

I am hereby requesting the following amendments to Draft #1 of the proposed Fiscal Year 2025 budget be approved.

Within the General Fund, there are a total of five (5) requests. The first request is due to a reclassification of the Office Manager position in the Medical Examiner's budget at an increased cost of \$32,827. The second request is also within the Medical Examiner's budget, with an increase to Professional Services of \$20,000 to account for contract renewals with the Medical Examiner and the Deputy Medical Examiner.

The third request is to provide funding to MSU Extension at an estimate of \$150,000.

The fourth request is due to a reclassification of two (2) positions within the Prosecutor's Office of Director of Operations and Legal Office Manager at an increased total cost of \$30,517. The fifth request is to account for a portion of the Prosecutor's Office High Crime Community Support Grant from the State of Michigan at an estimate of \$350,000 in revenues.

The remaining two (2) adjustments affect the Sheriff's Special Projects fund. In FY 2024, the Sheriff's department sold a vehicle and are requesting the remaining unspent proceeds to be budgeted in the FY 2025 budget to continue to be used towards vehicle maintenance of the Sheriff's vehicle (\$25,000). The second adjustment is to create a budget for Continuing Professional Education funds received by the State of Michigan for Law Enforcement officers in an amount of \$57,000. There is no General Fund impact with either of these two requests.

Draft #1 of the 2025 Budget included the use of \$985,595 in General Fund reserves to balance budgeted revenues with budgeted expenses. If the proposed changes outlined above are approved, the net effect on the General Fund would be a decrease in the budgeted use of reserves by \$116,656, bringing this amount down to \$868,939.



(989) 790-5210



administratorsoffice@saginawcounty.com

I will be in attendance at the August 8, 2024 Budget/Audit Committee meeting to answer any questions you may have regarding these requests to amend Draft #1 of the FY 2025 budget. I have also extended an invitation to the affected departments.

Sincerely,

Koren Thurston

Koren Thurston, CPA
Finance Director

Attachment

c: Mary Catherine Hannah, County Administrator
Randy Pfau, Office manager
John McColgan, Prosecutor
Blair Stevenson, Chief Assistant Prosecutor
Sheriff Federspiel
Undersheriff Gomez

County of Saginaw
 Amendments to FY 2025 Budget Draft #1
 Budget Audit Committee Meeting
 Thursday, August 8, 2024

	<u>Expense Adjustments</u>	<u>Revenue Adjustments</u>	<u>Fund Balance</u>
General Fund Draft #1 - June 10, 2024 - Use of Fund Balance			\$985,595
1) Adjustment to account for reclassification of Medical Examiner Office Manager from B14 to B19: Wages/Fringes	\$32,827		
2) Adjustment to Medical Examiner's Office to due contract renewals for Medical Examiner and Deputy Medical Examiner: Professional Services	\$20,000		
3) Adjustment to fund MSU Extension for FY 2025: Contribution to MSU Extension	\$150,000		
4) Adjustment to account for reclassification of Prosecutor's Office Director of Operations from B20 to a B21 and Legal Office Manager from B17 to B19: Wages/Fringes	\$30,517		
5) Adjustment to account for Prosecutor's Office High Crime Community Support Grant from the State of Michigan: State Grants		\$350,000	
Use of Fund Balance		(\$116,656)	
Total Adjustments	\$233,344	\$233,344	
General Fund Draft #2 - August 8, 2024 - Use of Fund Balance			\$868,939
<hr/>			
Sheriff Special Projects Fund Draft #1 - June 10, 2024 - Use of Fund Balance			\$25,309
1) Adjustment to create budget for remaining proceeds from sale of vehicle in FY 2024 to be used specifically for vehicle maintenance of Sheriff's vehicle: Gas, Grease & Oil	\$10,000		
Vehicle R & M	\$15,000		
Other Revenue/Fund Balance		\$25,000	
2) Adjustment to create budget for Continuing Professional Education funds received from the State of Michigan for Law Enforcement officers: Professional Development	\$57,000		
State Grants		\$57,000	
Total Adjustments	\$82,000	\$82,000	
Sheriff Special Projects Fund Draft #2 - August 8, 2024 - Use of Fund Balance			\$25,309



County of Saginaw

111 South Michigan Avenue
Saginaw, MI 48602

**BUDGET
AUDIT**

Mary Catherine Hannah
County Administrator

July 31, 2024

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

8-20-24

SAGINAW COUNTY BDC
JUL 31 '24 PM4:20

RE: RE-ALLOCATION OF ARPA FUNDS IN THE AMOUNT OF \$500,000

Dear Chair Krafft,

Based on changes in circumstances and needs, I am requesting the following amendments to the ARPA fund allocations:

- 1.) In June 2022 the Board of Commissioners approved the County Clerks request for \$1,000,000 for the digitization of files. In September of 2023 an RFP was completed and the job was awarded to Bluepoint International with a bid of \$106,560, an amount considerably less than the requested \$1,000,000. This job is in progress and to date \$45,700 has been spent. I am requesting \$500,000 from the ARPA allocation to the Clerk's Office be re-allocated for the Saginaw County Courts to update their JAVS system in Circuit, District, Probate and Juvenile Courts.
- 2.) I am also requesting to allocate unspent funds from COVID Healthcare claims in the amount of \$197,065.03 to first zero out the Premium Pay allocation (\$6,903.89) and the balance of \$190,161.14 allocated to the HVAC Courthouse Project.
- 3.) Lastly, I am requesting to reassign unspent funds allocated for the transformational economic development project (now known as the "Medical Diamond Project") from the City of Saginaw to the Saginaw County Health Department for the purpose of pre-development and construction/purchase of new facilities within the project area. (\$4,652,034.76.)

I will attend the August 8, 2024 Budget/Audit Committee meeting if you or other Commissioners have any questions.

 (989) 790-5210

 administratorsoffice@saginawcounty.com



County of Saginaw

111 South Michigan Avenue
Saginaw, MI 48602

Mary Catherine Hannah
County Administrator

Sincerely,

Mary Catherine Hannah
County Administrator

cc: Koren Thurston, Finance Director



(989) 790-5210



administratorsoffice@saginawcounty.com