

**LAKE COUNTY BOARD OF COMMISSIONERS**  
**Regular Meeting**  
**December 10, 2014**  
**10:30 a.m.**

Chairman Walls called the meeting to order at 10:30 a.m.

Commissioner Clarke gave the prayer and the Pledge of Allegiance was said.

Deputy Clerk DeWolf called the roll with the following Commissioners present:

Dan Sloan, Barb Stenger, Colleen Carrington-Atkins, Sandy Clarke, John Fairbanks, Bob Myers and Karl Walls.

Commissioner Sloan moved that the agenda be approved with the addition under “Appointments” to add Linda Hough and Iris Hill for appointments to the Economic Development Business Directory Sub-Committee, seconded by Commissioner Fairbanks, and by voice vote carried.

Commissioner Fairbanks moved that the minutes from the November 19, 2014 regular meeting be approved, seconded by Commissioner Sloan, and by voice vote carried.

**BRIEF PUBLIC COMMENT** – *Limited to 5 minutes each, please!*

Chairman Walls asked Michael Applewhite, Emergency Management Director if the phone cost was removed from the 2015 budget or put in the 2015 budget. Mr. Applewhite explained he currently receives \$50.00 per month reimbursement for the use of his personal cell phone and with the mobile access the cost would be an additional \$60.00 per month cost, but if he gets a phone through the County, the cost is \$50.00 plus the additional \$10.00 for mobile data. Clerk/Register/CFO Myers stated it is added in the budget for 2015 for a total of \$720.

**PERSONS SCHEDULED TO ADDRESS THE COMMISSIONERS**

**10:45 a.m.**     **Linda VanGills, District Health Department #10**, was present to discuss the Healthy Community Grant they applied for and received. She reported this will be very beneficial with the Lake County Webber Park and with the County Recreation Plan, which has been updated recently. The grant allotment is \$100,000 which is broken into three parts.

1. Improve signage and improve opportunities for the youth with a volley ball court at the Lake County Webber Park. This will include leisure time activity.
2. Work with Baldwin Family Health Care to encourage people to get out and eat fresh fruits and vegetables.
3. Increase locations where citizens can get out and exercise, not only in Baldwin, but throughout Lake County along with eating healthier.

Discussion followed regarding locations where citizens can go and exercise, especially in the winter months.

The board thanked Linda for her report and looks forward to see the outcome of the Grant.

*Commissioner Stenger left the room at 10:58 a.m.*

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**11:00 a.m.** Patrick Johnson, Lake County Surveyor, was present to update the board on the status of the Remonumentation Grant and all the changes that have occurred over the past few years. Mr. Johnson gave a brief background of when this program started and how the counties are divided into townships.

*Commissioner Stenger returned at 11:01 a.m.*

Mr. Johnson reported on the corners they are working on in 2014 with approximately 1100 corners to post.

*Commissioner Sloan left the room at 11:13 a.m.*

Mr. Johnson explained how it is determined which counties receive grant funds and how much.

*Commissioner Sloan returned at 11:15 a.m.*

Discussion followed regarding the budget process and how it is broken down per corner research-contract services, peer group meetings and the administration fees.

Mr. Johnson explained the State Regulations-State Plane Coordinate Act and he would like the board to approve that he continues to do the minimum requirements necessary to continue with the Remonumentation Grant.

Commissioner Sloan moved that Patrick Johnson, Lake County Surveyor, comply with the minimum State Regulations with the State Remonumentation Grant program, seconded by Commissioner Fairbanks. Mr. Johnson stated when he figures out the grant budget, if it doesn't work, he will come back to the board. Commissioner Sloan asked about the Administration fee and Mr. Johnson stated he figures 10% but the normal amount is 15%. Roll call vote on the above motion is 7 yes.

The board thanked Mr. Johnson for his report.

***The board recessed for lunch at 11:45 a.m.***

***The board reconvened at 1:16 p.m.***

*Commissioner Myers was excused for the rest of the meeting.*

### **COMMITTEE REPORTS**

**FINANCE** – Commissioner Carrington-Atkins moved for approval for the conference and training request for Sgt. Bennett, Sgt. Moore and Deputy Hurrle, Road Patrol, to attend the UD-10 Update and Revisions in Holland MI on January 28, 2015, and to be paid from the 2015 budget, for the total cost of meals of \$30.00, seconded by Commissioner Fairbanks, roll call vote 6 yes and 1 absent and excused Commissioner Myers.

Commissioner Carrington-Atkins moved for approval for the purchase requisition from Lake County Sheriff's Department/Road Patrol to DH Wireless Solutions for the purchase of vehicle equipment for the

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two new vehicles recently purchased for a total amount of \$1,745.26, seconded by Commissioner Fairbanks, roll call vote 6 yes and 1 absent and excused Commissioner Myers.

Commissioner Carrington-Atkins moved for approval for the purchase requisition from Lake County Sheriff's Department/Road Patrol to Kiesler's Police Supply for the purchase of 16 guns and 16 magazines for a total amount of \$11,938.52 and to be paid from their Fund Balance, roll call vote 6 yes and 1 absent and excused Commissioner Myers.

Commissioner Carrington-Atkins moved for approval for the purchase requisition from Emergency Management to RDJ Specialties Inc. for Citizens Community Preparedness Public Information Awareness Booklets, Coloring Books, and Handouts for a total cost of \$271.52 and with a budget amendment forthcoming for this and is 100% reimbursable. Commissioner Sloan stated for the record, he is voting no on this and it's a procedural thing and for the record does support community preparedness public information awareness for Emergency Management. He stated he doesn't think the CFO was aware that a budget amendment was forthcoming for this and it's 100% reimbursable, but stated to get the grant first, and then proceed on since this is not an emergency. CFO Myers asked if this is included with the budget amendment request she has for her report, which it is. Commissioner Sloan withdrew his concerns. Roll call vote on the above motion is 6 yes and 1 absent an excused Commissioner Myers.

Commissioner Carrington-Atkins moved for approval to combine the 4 grants, Snowmobile, Marine, ORV and Rivers & Streams in Road Patrol and create a full time Recreational Officer to work these grants, seconded by Commissioner Sloan. There was discussion if the request for part time recreational officers were included in this motion, which it was not. Commissioner Sloan moved to amend the motion to include part time recreational officers. Commissioner Fairbanks has concerns with the wording putting the grants into road patrol. Commissioner Sloan withdrew his amendment. Chairman Walls stated "in Road Patrol" can be removed.

Commissioner Carrington-Atkins moved to amend her motion to remove "in Road Patrol", seconded by Commissioner Sloan, roll call vote 6 yes and 1 absent and excused Commissioner Myers.

Commissioner Sloan moved for approval to use \$35,000 from Road Patrol Fund Balance to hire part time certified officers to help patrol during peak times of the years, seconded by Commissioner Fairbanks, roll call vote 6 yes and 1 absent and excused Commissioner Myers.

*Commissioner Carrington-Atkins left the room at 1:31 p.m.*

Commissioner Fairbanks moved for payment of bills by fund as follows:

General Fund	\$90,283.02
Road Patrol	14,819.17
E911	590.11
RRP Center	51,256.79
Friend of the Court	319.59
Building Inspection Department	1,793.74
Register of Deeds Automation Fund	849.00
Law Library	616.00
Child Care-Probate	31,682.20
JABG Grant	2,135.46

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Capitol Improvements	20,721.75	
Ambulance	26,882.00	
D.H.S. Building	1,194.10	
Commissary Fund	<u>9,703.49</u>	
<b>GRAND TOTAL</b>		<u>\$252,846.42</u>

*Commissioner Carrington-Atkins returned at 1:34*

Seconded by Commissioner Clarke, roll call vote 6 yes and 1 absent and excused Commissioner Myers.

Clerk/Register/CFO Myers reported since there is only one meeting this month and the next meeting won't be until possibly January 14, 2015, she would like to pay those monthly bills necessary to avoid interest or late charges, on a special check run dated December 29, 2014.

Commissioner Fairbanks moved for approval for Clerk/Register/CFO Myers to be authorized to pay periodical bills during the time between now and the first regular meeting in January 2015, for normal monthly bills, seconded by Commissioner Sloan, roll call vote 6 yes and 1 absent and excused Commissioner Myers.

**PERSONS SCHEDULED TO ADDRESS THE COMMISSIONERS**

**1:35 a.m. Marilyn Burns, Area Agency on Aging**, was present to update the board on Area Agency on Aging and the activity between all agencies involved. She reported Lake County received close to one-half million dollars' worth of services through Area Agency on Aging of West Michigan. Ms. Burns reported if one of the sites had unused monies, they could transfer those funds to other sites for their use.

Ms. Burns reported more frail citizens are utilizing St. Ann's and some homes are difficult to reach for home deliveries. Ms. Shelly Shafer will deliver a months' worth of meals to those homes that are hard to get to. Ms. Burns stated as always, it's a pleasure to serve Lake County.

**COMMITTEE REPORTS cont.**

**PROPERTIES** – Commissioner Fairbanks reported on their recent meeting and the possibility of moving the water was discussed. A lot of research will be needed first. He stated the construction for the Pole Barn will begin in spring of 2015.

**AGENCY REPORTS**

**ECONOMIC DEVELOPMENT** – Commissioner Sloan reported they met yesterday to finalize their plan and make changes. He stated it is not ready to adopt, but will distribute a copy by the end of the year.

**FIVECAP** – Commissioner Stenger reported their yearend was October 31<sup>st</sup> and they served 85,826 meals to children and 16,047 adult meals, which were more volunteers with head start. They are over in their In-Kind Match and are looking to purchase a new bus.

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### MICHIGAN ASSOCIATION OF COUNTIES SUB-COMMITTEES

**TRANSPORTATION** – Commissioner Fairbanks stated everyone needs to contact their legislative representatives and senators and tell them to stop as they are trying to run bills through the house to pass before their break.

**MICHIGAN WORKS!** – Commissioner Sloan reported GED testing will begin end of January, beginning of February.

**PLANNING COMMISSION** – Commissioner Carrington-Atkins reported she is requesting that Mr. Tom Ellis be appointed to replace Joel Poynter. She stated she did contact the State and a member of the County Planning Commission can't serve on a Township Planning Commission Committee.

Commissioner Sloan moved for approval to recess the regular meeting, seconded by Commissioner Carrington-Atkins and by voice vote carried.

Commissioner Fairbanks moved to open the Public Hearing for the purpose of discussing the 2015 Budget, seconded by Commissioner Carrington-Atkins and by voice vote carried.

### **PUBLIC HEARING**

**2:00 p.m.**

2:00 p.m. Clerk/Register/CFO Myers distributed the Budget Transmittal Letter, *See Exhibit "B"*, to the Commissioners.

Commissioner Sloan questioned the overall revenue and proposed expenses in general fund and drawing down from the county savings of \$1,024,688, which \$487,000 is earmarked for the Child Care Fund. There is usually approximately \$180,000 transferred into the Child Care Fund, but with more changes, we may not need entire amount. Funds are not transferred if they are not needed.

*Commissioner Sloan left the room at 2:11 p.m.*

Chairman Walls asked about the general fund savings and Clerk/Register/CFO Myers stated 1 million dollars is budgeted to balance, but of that 1 million, Child Care is close to ½ million dollars.

*Commissioner Sloan returned at 2:13 p.m.*

The floor was opened up for questions from the public. There were a few questions regarding the Department of Human Services (D.H.S.) appropriation and that Lake County is the highest taxed county in the State of Michigan. Commissioner Stenger questioned the Library Millage Admin fee and it's not listed in the agreement, so the county doesn't have the authority to take it. Clerk/Register/CFO Myers stated it's not spelled out, and it is not with Road Patrol, 911, etc. in any agreements.

Discussion followed regarding administrative fees and Chairman Walls asked if this can be discussed after the new-year. Chairman Walls suggested the D.H.S. Board come to a board meeting in 2015. At 2:38 p.m. Commissioner Sloan moved for approval to close the Public Hearing and go back into regular session, seconded by Commissioner Clarke and by voice vote, carried.

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*The board took a recess at 2:39 p.m.*

*The board reconvened at 2:50 p.m.*

**PERSONS SCHEDULED TO ADDRESS THE COMMISSIONERS**

**Larry Lewis, regarding the Lake County Broadband** was present to discuss the need for Broadband in Lake County.

*Commissioner Sloan left the room at 2:51 p.m.*

Mr. Lewis reported there are many areas/businesses that need internet and has teamed with MI Connect to look at the internet issues in Lake County.

*Commissioner Sloan returned at 2:53 p.m.*

Mr. Lewis reported they received 353 responses on a survey and 65% have some kind of internet, 124 asked for the callers to call back if there is something better. There were 198 physical addresses that West Michigan Shoreline Regional Development Commissioner (WMSRDC) put on a 911 map for FCC Rural Broadband to identify the market for those who want internet connection.

Mr. Lewis reported there is a meeting December 16<sup>th</sup> at 1:30 p.m. at MI Works!

The board thanked Mr. Lewis for his update and for all his help in seeing this through and hopefully will be finalized and successful.

**Don Turnwall, Don Arquette, Phil Maiville and Carl Merchant, Lake County Building Authority** were present to give an update on their project and that they received the \$400,000 from the RRP Center to invest. Discussion followed that of the \$400,000, \$100,000 is to be used towards the Road Patrol Project, but the entire \$400,000 will be invested. Discussion followed regarding the investments.

Commissioner Fairbanks stated the Building Authority discussed in length that the road patrol project is not to go over \$400,000.

*Commissioner Sloan left the room at 3:17 p.m.*

Discussion followed regarding the savings on refinancing the three bonds for the courthouse/jail renovation project.

*Commissioner Sloan returned at 3:18 p.m.*

Don Turnwall explained where funds are put and are not in CD's and doesn't put everything in one basket. Discussion followed regarding the savings for the refinancing, which has not been realized yet, but will.

*Commissioner Sloan left the room at 3:22 p.m.*

Discussion followed regarding the RRP and how it affects the County budget.

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*Commissioner Sloan returned at 3:23 p.m.*

The board thanked the Building Authority members for being here to discuss this further.

**CORRESPONDENCE** – *see Exhibit “A”*

Item #6 – Lake County hosting a Blood Drive – At the time, the Commissioners showed no interest on having a Blood Drive at the Courthouse.

**APPOINTMENTS** - Commissioner Sloan asked if two Commissioners are to be appointed to the Lake County Library Board. Clerk/Register/CFO Myers stated she has names of three members that want to serve on the Lake County Library Board, serving five year terms and the agreement states five members with five year terms. Chairman Walls appointed one member from the three library's as follows: Dave Smith, Luther Library, Kathy Oostmeyer, Pathfinder Library and Cathy Kearns, Chase Library to the Lake County Library Board. Discussion followed on when this board will meet. Chairman Walls stated the two additional members will be appointed after the first of the year.

Chairman Walls appointed Linda Hough and Iris Hill to the Economic Development Business Director Sub-Committee per the recommendation from the Economic Development Committee.

*Commissioner Sloan left the room at 3:40 p.m.*

Chairman Walls appointed Tom Ellis, replacing the vacancy by Joel Poynter to the Lake County Planning Commission and to be effective immediately.

*Commissioner Sloan returned at 3:42 p.m.*

Commissioner Fairbanks moved for approval and adoption of the 2015 budget as presented, seconded by Chairman Walls. Chairman Walls stated there are parts of the budget that all have concerns and to borrow money from the savings to balance is an issue. If the board approves and adopts the 2015 budget, then the board can work on areas of concern during the year. Roll call vote on the motion to approve and adopt the 2015 budget, 3 yes, with Commissioner Stenger stating “with reservations”, 3 NO  
Commissioners Carrington-Atkins, Fairbanks, Sloan and 1 absent and excused Commissioner Myers.  
Motion fails.

There was a lengthy discussion regarding what can be done now and Commissioner Fairbanks stated the County has to be more responsible with spending money. Commissioner Sloan stated the board can reconsider the vote if they wish to, but he had issues with increases, etc. and still will not vote yes on the 2015 budget. He stated he had asked to move issues to regular board meetings for roll call votes and the majority of the board voted yes.

Commissioner Fairbanks moved for approval to reconsider to proposed 2015 budget, seconded by Commissioner Clarke.

Commissioner Fairbanks stated for the record, that for the next 2 years, he will be questioning everything that comes through the Board of Commissioners and we need to change our spending habits.

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Roll call vote to reconsider the proposed 2015 budget is, 5 yes, 1 NO Commissioner Sloan and 1 absent and excused Commissioner Myers.

Commissioner Fairbanks moved for approval to adopt the 2015 budget as presented, seconded by Commissioner Clarke, roll call vote 4 yes, 2 NO Commissioners Sloan and Carrington-Atkins and 1 absent and excused Commissioner Myers. Motion passes.

*Commissioner Sloan left the room at 4:02 p.m.*

Discussion followed regarding how and where changes can be made and how the County can bring more money into the County.

*Commissioner Sloan returned at 4:04 p.m.*

**CFO REPORT** – Clerk/Register/CFO Myers was present and reported on the following:

1. Has the Lakeshore Regional Entity Oversight Agreement. Discussion followed regarding the issue with Kent County having 2 additional votes and Clerk/Register/CFO Myers stated she contacted other counties on this board and all signed with the exception of Muskegon County. The board does not approve the agreement as it stands and Clerk/Register/CFO Myers stated she will respond and see who all agreed.
2. Has 3 Budget Amendments #12564, #12602 and #12663 as follows:

Commissioner Sloan moved for approval for Budget Amendments #12564 as follows:

**BA #12564**

Debit	249-000.00-621.000	Credit	249-371.00-802.041	\$5,000.00
Debit	249-000.00-623.000	Credit	249-371.00-802.050	\$1,300.00
Debit	249-000.00-622.000	Credit	249-371.00-802.054	\$3,800.00

Description: to amend to actual for the Building Department Electrical, Plumbing and Mechanical revenue and expenditures for the remainder of 2014.

Seconded by Commissioner Fairbanks, roll call vote 6 yes and 1 absent and excused Commissioner Myers.

Commissioner Fairbanks moved for approval for Budget Amendment #12602 as follows:

**BA #12602**

Debit	101-965.00-999.001	Credit	101-000.00-699.000	\$305,208.00
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Description: to amend for the Child Care Transfer

Seconded by Commissioner Stenger. Commissioner Sloan stated he is in support of this Budget Amendment, but was very surprised when Kim Loop came to the board and asked for additional funds. Roll call vote for Budget Amendment #12602 is 6 yes and 1 absent and excused Commissioner Myers. Commissioner Fairbanks moved for approval for Budget Amendment #12663 as follows:

**BA #12663**

Debit	101-000.00-548.011	Credit	101-426.00-828.002	\$2,800.00
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Description: to amend to actual revenues and expenditures for the Region 6 Homeland Security Grant Seconded by Commissioner Carrington-Atkins, roll call vote 5 yes, 1 NO Commissioner Sloan and 1 absent and excused Commissioner Myers.

3. She asked if anyone would like to be sworn in today and those re-elected all said yes.

Clerk/Register/CFO Myers left to get the Oath Book.

Commissioner Stenger asked if the CIP was completed and is it available on the website and it was stated it is available at the County and eventually will be available on the website. Commissioner Fairbanks asked if any other townships received tax notices for township property and it was stated if the property is not used for public, they will get tax notices. Commissioner Stenger asked how many Commissioners have asked their townships to contribute to the aerial project and all should be discussing this before they do their budgets for 2015-2016.

Clerk/Register/CFO Myers returned and swore in those Commissioners re-elected for the 2015-2016 years.

4. Reported she received an opinion from Michigan Association of Counties that an employee working one position and elected to another position cannot do both jobs.

Commissioner Fairbanks moved to adjourn and go into Executive Session for the purpose of discussion of a written legal opinion from County Council, seconded by Commissioner Stenger, roll call vote 5 yes, 1 NO Chairman Walls and 1 absent and excused Commissioner Myers.

**CLOSED SESSION**  
**4:37 P.M**

The board reconvened into open session at 5:10 p.m.

Commissioner Sloan moved for approval that the County proceed with the County Attorney's recommendation, which were discussed during Executive Session, seconded by Commissioner Fairbanks, roll call vote 5 yes, 1 NO Chairman Walls and 1 absent and excused Commissioner Myers.

### **BRIEF PUBLIC COMMENT** – *Limited to 5 minutes each, please!*

There was no one present who wished to speak.

### **COMMISSIONERS PERSONAL PRIVILEGE**

Commissioner Stenger stated she will miss Commissioners Clarke and Myers and has learned a lot from both.

Commissioner Clarke will miss everyone and it's been a great four years and wish all a Merry Christmas.

Commissioner Fairbanks thanked Commissioner Clarke for all her help.

Commissioner Sloan wished all a Merry Christmas.

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Commissioner Carrington-Atkins wished all a Merry Christmas and a safe Holiday.

There being no further business, the meeting was adjourned at 5:15 p.m.

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Shelly Myers, Clerk of the Board

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Karl Walls, Chairman of the Board

DRAFT

*Exhibit “A”*

**NUMBERED CORRESPONDENCE**

- #1 WMSRDC December 4, 2014**
- #2 MAC Legislative Update December 5, 2014**
- #3 Lake County Permit Summary Report November 2014**
- #4 Open House for Richard Cooper**
- #5 Michigan Blood Handbook**
- #6 Hosting a Blood Drive**
- #7 MAC Legislative Update November 21, 2014**
- #8 Resolution No. 2014-244**
- #9 Resolution No. 2014-245**
- #10 Resolution No. 2014-246**

**EMAILED CORRESPONDENCE**

**12-4-14 WMSRDC Update December 2014**

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*Exhibit “B”*



**LAKE COUNTY  
MICHIGAN**

**LAKE COUNTY  
CLERK / REGISTER / CFO  
Shelly Myers**

December 10, 2014

Lake County Board of Commissioners  
Baldwin MI 49304

**BUDGET TRANSMITTAL LETTER**

Honorable Commissioners:

I am submitting herewith the 2015 proposed budget in compliance with PA 621 of the State of Michigan Uniform Budgeting Manual. The construction of this budget is the product of department requests, Commission actions and Chief Fiscal Officer Recommendations. Proposed figures listed in the “Budget Request” column are for consideration of approval for 2015.

This letter and the policies contained herein shall be an integral part of the 2015 Appropriations Act.

**Policies**

- A. The Lake County Board of Commissioners shall approve all transfers/budget amendments between funds and departments prior to the recording of same.
- B. All departments shall notify the Purchasing Coordinator of anticipated line item expenditures, by the use of a purchase requisition, in order to insure that the expenditure is within authorized budgetary limitations and to facilitate economic centralization of county purchasing. No purchase orders will be issued for items, where the line item account has been exceeded.
- C. The Finance Committee of the Board of Commissioners shall approve all purchase orders over \$1,000.00. All purchases exceeding \$20,000.00 must be advertised and the formal bidding policy followed, or at the minimum, three (3) competitive quotes are obtained, per a previously adopted resolution.

Purchasing  
231-745-2725

800 Tenth Street • Suite 200 • Baldwin, Michigan 49304-7971  
County Clerk / Register of Deeds / Circuit Court / CFO  
231-745-4641 / Fax 231-745-8632 / TTY 231-745-3670

Accounting  
231-745-2725

*Lake County is an equal opportunity provider.*

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- D. Requests for an allotment of appropriated funds for discretionary agencies not within the immediate jurisdiction of the Board of Commissioners are to be made to the Finance Committee through the Chief Fiscal Officer.
  - 1. Amounts requested should not exceed a three-month requirement.
  - 2. A budget covering the period for which the funds are requested is to be submitted with the request.
  - 3. A comparative statement showing the previous months fund balance, actual revenues and expenditures compared with the budget, should be submitted.
  - 4. Allotment requests should be made at least two weeks prior to the beginning date for which the funds are requested.
  - 5. The Finance Committee shall review and make recommendations to the Board of Commissioners for action.
  - 6. All new grants must be presented and reviewed by the Chief Fiscal Officer and then presented to the Finance Committee for approval.
  
- E. Certain "line item" expenses within some control centers are subject to future contract or grant approved by the Board of Commissioners and shall be adjusted accordingly prior to submission to the Board of Commissioners.

**Disclosures**

- A. The following revenue items in the General Fund Budget from State and Federal sources, due to their nature, may not be realized as anticipated:

1.	State Income Tax	\$	-0-
2.	Payment in Lieu/State	\$	60,000.00
3.	Payment in Lieu/Federal	\$	170,000.00
4.	PA 189 – Court Equity Fund	\$	40,000.00

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- B.** The following revenue items in the General Fund Budget, and Friend of the Court Fund\* are State and Federal reimbursement grant and /or contracts and these revenues will only be reimbursed according to the approved grant budget and may not be realized as anticipated if expenditures are not made or work not performed as specified in the approved grant or contract:

1. Cooperative Reimbursement, FOC	\$	114,886.00
2. Cooperative Reimbursement, P.A.	\$	47,131.00
3. Remonumentation Grant	\$	46,610.00
4. Title IV-E	\$	20,000.00

\*Note: Any shortfalls in the Friend of the Court budget will be addressed accordingly by adjustments in the Trial Court/Family Court budget by way of a transfer.

The Secondary Road Fund, as well as some other funds, derives their revenue from State and Federal grants and the revenue anticipated in these funds will only be reimbursed according to the approved grant budget and may not be realized as anticipated if expenditures are not made or work performed as specified in the approved grant. Any decrease in the funding level of the above grants may require decreases in staffing to conform to the revenue received.

- C.** The following revenue items are based on 2014 receipts and projected activity in 2015:

1. Register of Deeds Fees	\$	120,000.00
2. Trial Court Revenues	\$	**336,524.00

\*\*The Trial Court Revenues include full reimbursement for the Probate Judge Salary and FICA, and does not include the I.T. Supplement Court Costs.

Any decrease in the funding level of the above sources may require decreases in departmental and agency appropriations.

- D.** The Road Patrol Fund, Emergency 911 Program, Council on Aging Fund, Ambulance Service, Transportation and Library Fund derive their revenue from extra voted millage, which can only be used to operate these activities, or a portion to operate activities strictly related to such and as approved by law.

There are no General Fund appropriations in any of these funds and their operational expense must be paid from the revenues they generate.

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- E. The RRP Fund revenue is derived from the housing of between 250 - 300 State inmates. This allows for the annual appropriation to the courthouse and jail renovation project loan payment along with the total annual RRP project loan payment and departmental operation.
- F. The Building Department Fund derives its revenues from permit fees collected and General Fund appropriations.
- G. The County Clerk's salary supplement for Fiscal Officer Responsibilities is included in the Commissioner's budget and the County Treasurer's supplement for administration of the Tax Revolving Funds is in the Treasurer's budget. The Treasurer's supplement is \$5,000.00.

It is further understood that the treasurer's supplement of \$2,500.00 is an estimate only and that the total annual supplement will be paid in accordance with the resolution adopted by the Lake County Board of Commissioners in conjunction with the Tax Revolving Funds. Any amounts over and above or under \$2,500.00 as previously established will be calculated after the end of the fiscal year and the difference adjusted on the first payroll in January of the next fiscal year.

It is further understood that an additional Service/Tax Reversion Administration Fee of \$2,500.00 is a total annual fee based on the Chief Fiscal Officer's recommendation to the Lake County Board of Commissioners for contractual services rendered to administer the Tax Reversion Program of Lake County and will be reimbursed to the General Fund by the appropriate Tax Revolving Fund.

- H. The Lake County Board of Commissioners has approved an increase per year per the Social Security approved rates for non-elected exempt employees and continues with the wage scale for the non-union employees.
- I. The Lake County Board of Commissioners will implement the Consumers Mutual Insurance Option for Cofinity Network. All employees will participate in a cost sharing of the premiums over the hard caps, effective December 1, 2104 and ending May 31, 2016. Lake County Commissioners along with recommendations from the Chief Fiscal Officer has implemented the Hard Cap Option of PA152, effective January 1, 2012.



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- J.** No new positions will be created, unless the funding will be 100% reimbursable by grant funding, or by authorization of the Board of Commissioners. Departments will only be able to fill vacant positions if the funds are available in the respective line item. A hiring freeze may be implemented by a vote of the Board of Commissioners.
- K.** All Union Contracts have been ratified and signed by all parties. All Contracts for contractual employee positions including but not limited to, the court appointed Attorney contracts, are currently signed and agreed upon, by all parties.
- L.** The Lake County Board of Commissioners reserves the right to assign the CFO the abilities to utilize the Fund Balance with Board approval throughout the year if not reflected within the Budget.
- M.** The County will continue to assess the 5% admin fees to all Grants and Millages as a means to offset the expenses related to these programs.

Respectfully submitted,



Shelly Myers  
Clerk/Register  
Chief Fiscal Officer

SM: lrd