BOARD OF COMMISSIONERS AGENDA

April 22, 2020
IMMEDIATELY FOLLOWING THE FINANCE COMMITTEE MEETING
Zoom Virtual Meeting Room
Meeting ID: 399-700-0062 / Password: LCBOC
https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRjWkVIZz09
"The mission of Livingston County is to be an effective and efficient steward in delivering quality services within the constraints of sound fiscal policy. Our priority is to provide mandated services which may be enhanced and supplemented to improve the quality of life for all who work, reside and recreate in Livingston County."

## 1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE TO THE FLAG
3. ROLL CALL
4. CALL TO THE PUBLIC
5. APPROVAL OF AGENDA
6. NOMINATIONS FOR APPOINTMENT OF DISTRICT 8 COUNTY COMMISSIONER

## 7. RESOLUTION FOR CONSIDERATION

## $7.1 \quad 2020-04-121$

Resolution Amending Livingston County Budget and Authorizing Implementation of Recommendations Proposed To Reduce Appropriations Including a Moratorium on Hiring and Promotions, and Restrictions on Discretionary Spending as a Direct Result of COVID-19 - County Administration
8. FINANCE COMMITTEE RECOMMENDATION FOR APPROVAL OF CLAIMS

Dated: April 22, 2020
9. FINANCE COMMITTEE RECOMMENDATION FOR APPROVAL OF PAYABLES

Dated: April 3 through April 16, 2020
10. CALL TO THE PUBLIC
11. ADJOURNMENT

## Resolution Amending Livingston County Budget and Authorizing Implementation of Recommendations Proposed To Reduce Appropriations Including a Moratorium on Hiring and Promotions, and Restrictions on Discretionary Spending as a Direct Result of COVID-19 - County Administration

WHEREAS, in response to the Coronavirus pandemic and to mitigate the spread of the virus, a series of significant actions were taken to protect the health and safety of Livingston County employees and Livingston County residents; and

WHEREAS, the response activities undertaken by the State will have unavoidable financial implications and curtail economic activity in Michigan substantially which it is currently and reasonably projected will adversely affect Livingston County and other municipal budgets; and

WHEREAS, it is currently and reasonably projected that County budgeted revenues (including State Share Revenue and reimbursements from the State) will be negatively impacted; demand for federal inmate housing has declined significantly; and charges for service and fees have been reduced because of restricted services imposed by the Stay Home Stay Safe Order; and

WHEREAS, the Michigan Uniform Budgeting and Accounting Act, MCL 141.421 et seq. (hereafter, "the UBAA"), was enacted to provide a uniform budgeting system for local units of government and to prohibit deficit spending by a local unit. Under the UBAA, if it appears that probable revenues are less than the budgeted estimated revenues during a budget year, the:
(t)he chief administrative officer or fiscal officer shall present to the legislative body recommendations which, if adopted, would prevent expenditures from exceeding available revenues for that current fiscal year. The recommendations shall include proposals for reducing appropriations from the fund for budgetary centers in a manner that would cause the total of appropriations to not be greater than the total of revised estimated revenues of the fund, or proposals for measures necessary to provide revenues sufficient to meet expenditures of the fund, or both. ... MCL 141.437(b)

WHEREAS, as required by the UBAA, in preparation for these impacts, Livingston County government must act now to prudently seek to address these projected reductions in the current year budgeted revenue by means of amendment to the County budget and implementation of the proposed recommendations to reduce expenditures including: a freeze on hiring, review all expenditures, and reducing or limiting discretionary spending to seek to address and mitigate the effects of the COVID-19 pandemic on the fiscal health of this County.

THEREFORE BE IT RESOLVED that based on the expected financial and revenue implications to the County, the Livingston County Board of Commissioners authorizes an immediate moratorium on hiring of employees into County positions and promotions. This includes:

- filling existing vacant positions
- creating new positions
- reclassifying positions to a higher grade
- transfer of positions or promotions

BE IT FURTHER RESOLVED that this hiring moratorium does not presently apply to the following classes of vacant positions which are deemed critical in protecting the health, safety, or welfare of the citizens of Livingston County during the COVID-19 emergency:

- 911 Dispatchers
- EMS Paramedics
- Sheriff Deputies and Correction Officers
- Public Health Critical Staff
- Emergency Manager
- IT positions that support the above positions

BE IT FURTHER RESOLVED that exceptions to the hiring moratorium will be considered by the Board of Commissioners, in its discretion, if one or more of the following apply:

- The filling of a vacant position is required by specific legal mandate;
- The reclassification or filling of a position will result in a long term budgetary savings, protect existing state or federal revenue, or secure additional state or federal revenue.

BE IT FURTHER RESOLVED to request an exception to the moratorium and filling a non-critical position, Elected Officials and Department Directors must apply to the Board of Commissioners in writing and provide the Board with sufficient evidentiary justification for such an exception.

BE IT FURTHER RESOLVED that given the severity of the fiscal challenges confronting the County due to the COVID-19 pandemic, the Board of Commissioners directs all Department Heads and Elected Offices in Livingston County government to restrict discretionary spending and aggressively implement cost containment strategies and administrative efficiencies to generate budgetary savings. This includes, but is not limited to eliminating:

- All non-essential purchases
- In-state and out-of-state overnight travel
- Overnight training and/or conferences not required for license, certification, or grant requirement
- Other forms of discretionary expenditure

BE IT FURTHER RESOLVED that essential expenditures in following areas will be exempt:

- Expenditures necessary to respond to COVID-19 that have been coordinated through the Livingston County Emergency Operations Center
- Expenditures necessary to directly protect the health, safety, or welfare of County residents
- Activities necessary to produce budgetary savings, protect existing revenue, or secure additional revenue for Livingston County

BE IT FURTHER RESOLVED that the Board of Commissioners temporarily, and until further notice, rescinds the authority granted in Resolution 2019-11-175 which permitted Departments to enter into contract or purchase items under $\$ 100,000$ if it were included in the line item detail of the approved 2020 Budget. Each item or contract over $\$ 25,000$ must follow the procurement policy, be essential for operations and now come before the Board of Commissioner for authorization through at least the end of the current fiscal year.

BE IT FURTHER RESOLVED that the Board of Commissioners authorizes a budget amendment to General Fund revenue to recognize the decrease in the number of Federal Inmates housed and reduced statutory State Revenue Share from the reduction of sales tax received at the State level because of the Stay Home Stay Safe Executive Order:

| FUND | Approved 2020 <br> budget | Proposed <br> amendment | Amended 2020 <br> budget |
| :---: | :---: | :---: | :---: |
| 101 -General Fund Revenue | $\$(51,513,886)$ | $\$ 600,000$ | $\$(50,913,886)$ |

BE IT FURTHER RESOLVED that the Board of Commissioners authorizes budget amendment reducing general fund expenses for vacant positions as well as for out-of-state and instate travel as follows:

| FUND | Approved 2020 <br> budget | Proposed <br> amendment | Amended 2020 <br> budget |
| :---: | :---: | :---: | :---: |
| 101 - General Fund Expense | $\$ ~ 51,665,100$ | $\$(751,214)$ | $\$ 50,913,886$ |

Department level detail is attached.
BE IT FURTHER RESOLVED that the Board of Commissioners authorizes a decrease in the transfer from General Fund to the Capital Replacement Fund F403 in the amount of $\$ 400,000$ for 2020 and directs that each of the approved Capital Improvement Projects be reviewed and held until future years until the financial impact from the COVID-19 emergency is better known. Capital projects that will continue to move forward must first be authorized by the Board.

BE IT FURTHER RESOLVED Department Heads must make every effort to further reduce overall County spending, including but not limited to implementing limits on the use of procurement cards, discretionary contracts, and employee reimbursements.

BE IT FURTHER RESOLVED Department Directors and Elected Officials must closely and regularly monitor expenditures to ensure compliance and report any issues to the County Administrator and Financial Officer on a monthly basis. The County Administrator or Financial Officer will provide a financial status report no less than every two months to the Board of Commissioners through the end of the year. This Board of Commissioner Resolution and action does not preclude further and additional future budget revisions or cost savings measures as may be deemed prudent based upon further or additional projections.

BE IT FURTHER RESOLVED all Elected Officials and Appointed Directors must cooperate fully in this effort.

BE IT FURTHER RESOLVED that the Chief Judges shall be provided a copy of this Resolution and the Board's recommendation and request that the Livingston County Courts also agree to implement these budget reduction measures as to Court operations. In the alternative, the Livingston County Courts budget shall be amended and reduced by the commensurate share of the projected shortfall and the Chief Judges shall undertake such
measures the Courts deem necessary to comport with the Board of Commissioners' "amendments of existing appropriations."

BE IT FURTHER RESOLVED this will be effective immediately upon approval and will remain in effect until further notice.
\#
\#
\#

MOVED:
SECONDED:
CARRIED:

|  | 2020 Amended |  | Department Vacancies |  | In-State Travel |  | Out of State Travel |  | Reduce Transfer from Capital |  | Adjust to Contingency |  | +/- |  | Proposed Amended |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 10100001 GF TAXES |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 10110100 GF BOARD OF COMMISSIO | \$ | 638,681 |  |  | \$ | $(1,838)$ |  |  |  |  |  |  | \$ | $(1,838)$ | \$ | 636,843 |
| 10113100 GF CIRCUIT COURT | \$ | 1,089,109 |  |  | \$ | $(2,213)$ |  |  |  |  |  |  | \$ | $(2,213)$ | \$ | 1,086,896 |
| 10113600 GF DISTRICT COURT | \$ | 2,118,093 |  |  | \$ | $(3,394)$ |  |  |  |  |  |  | \$ | $(3,394)$ | \$ | 2,114,699 |
| 10114800 GF PROBATE COURT | \$ | 800,660 |  |  | \$ | $(1,125)$ |  |  |  |  |  |  | \$ | $(1,125)$ | \$ | 799,535 |
| 10114900 GF JUVENILE COURT | \$ | 838,310 | \$ | $(35,135)$ | \$ | (813) |  |  |  |  |  |  | \$ | $(35,948)$ | \$ | 802,362 |
| 10115000 GF GUARDIANSHIP | \$ | 8,714 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 8,714 |
| 10115100 GF PROBATION | \$ | 73,514 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 73,514 |
| 10116700 GF APPELLATE COURT | \$ | 67,210 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 67,210 |
| 10116800 GF CENTRAL SERVICE JUDICIAL | \$ | 2,587,872 | \$ | $(33,338)$ | \$ | (266) | \$ | $(1,300)$ |  |  |  |  | \$ | $(34,904)$ | \$ | 2,552,968 |
| 10117200 GF COUNTY ADMINISTRAT | \$ | 447,481 |  |  | \$ | (375) |  |  |  |  |  |  | \$ | (375) | \$ | 447,106 |
| 10119200 GF ERP PROJECT | \$ | - |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | - |
| 10121200 FISCAL SERVICES | \$ | 500,923 |  |  | \$ | $(1,125)$ | \$ | $(1,965)$ |  |  |  |  | \$ | $(3,090)$ | \$ | 497,833 |
| 10121500 GF COUNTY CLERK | \$ | 408,539 |  |  | \$ | (375) |  |  |  |  |  |  | \$ | (375) | \$ | 408,164 |
| 10121599 GF COUNTY CLERK CIRCU | \$ | 937,417 | \$ | $(54,146)$ | \$ | (188) |  |  |  |  |  |  | \$ | $(54,334)$ | \$ | 883,083 |
| 10122300 GF INTERNAL / EXTERNA | \$ | 127,800 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 127,800 |
| 10124800 GF TAX ALLOCATION BOA | \$ | 1,495 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 1,495 |
| 10124900 GF PLAT BOARD | \$ | 500 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 500 |
| 10125300 GF COUNTY TREASURER | \$ | 1,045,873 |  |  | \$ | (806) | \$ | $(1,416)$ |  |  |  |  | \$ | $(2,222)$ | \$ | 1,043,651 |
| 10125700 GF EQUALIZATION | \$ | 543,488 | \$ | $(23,522)$ | \$ | (900) |  |  |  |  |  |  | \$ | $(24,422)$ | \$ | 519,066 |
| 10126100 GF COOPERATIVE EXTENS | \$ | 241,022 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 241,022 |
| 10126200 GF ELECTIONS | \$ | 344,484 |  |  | \$ | (361) | \$ | $(2,500)$ |  |  |  |  | \$ | $(2,861)$ | \$ | 341,623 |
| 10126500 GF FACILITIES SERVICE | \$ | 259,158 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 259,158 |
| 10126700 GF PROSECUTING ATTORN | \$ | 2,375,482 |  |  | \$ | $(3,460)$ | \$ | $(2,000)$ |  |  |  |  | \$ | $(5,460)$ | \$ | 2,370,022 |
| 10126717 GF PROS. ATTY FAMILY | \$ | 103,885 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 103,885 |
| 10126800 GF REGISTER OF DEEDS | \$ | 718,181 | \$ | $(16,822)$ | \$ | (608) |  |  |  |  |  |  | \$ | $(17,430)$ | \$ | 700,751 |
| 10126900 GF CIVIL COUNSEL | \$ | 239,680 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 239,680 |
| 10127000 GF HUMAN RESOURCES | \$ | 713,417 |  |  |  |  | \$ | $(1,600)$ |  |  |  |  | \$ | $(1,600)$ | \$ | 711,817 |
| 10127500 GF DRAIN COMMISSIONER | \$ | 2,439,961 |  |  | \$ | $(1,846)$ |  |  |  |  |  |  | \$ | $(1,846)$ | \$ | 2,438,115 |
| 10130100 GF SHERIFF | \$ | 8,660,947 | \$ | $(14,557)$ | \$ | $(10,179)$ | \$ | $(25,613)$ |  |  |  |  | \$ | $(50,349)$ | \$ | 8,610,598 |
| 10130106 GF SHERIFF - TRAFFIC | \$ | 44,726 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 44,726 |
| 10130143 GF SHERIFF - ANIMAL CNTRL | \$ | 202,816 |  |  | \$ | $(1,140)$ |  |  |  |  |  |  | \$ | $(1,140)$ | \$ | 201,676 |
| 10130500 GF COURT SECURITY | \$ | 293,813 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 293,813 |
| 10135100 GF JAIL | \$ | 12,262,738 | \$ | $(47,185)$ | \$ | $(4,594)$ | \$ | $(16,526)$ |  |  |  |  | \$ | $(68,305)$ | \$ | 12,194,433 |
| 10142600 GF EMERGENCY MNGMT | \$ | 153,784 |  |  | \$ | $(1,772)$ | \$ | $(1,000)$ |  |  |  |  | \$ | $(2,772)$ | \$ | 151,012 |
| 10143000 GF ANIMAL SERVICES | \$ | 643,201 | \$ | $(28,021)$ |  |  | \$ | $(1,200)$ |  |  |  |  | \$ | $(29,221)$ | \$ | 613,980 |
| 10144100 GF DEPT OF PUBL WORKS | \$ | 205,343 |  |  | \$ | (375) |  |  |  |  |  |  | \$ | (375) | \$ | 204,968 |
| 10144500 GF - DRAINS PUBLIC BE | \$ | 235,000 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 235,000 |
| 10160100 GF HEALTH DEPARTMENT | \$ | 170,000 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 170,000 |
| 10160500 GF CONTAGIOUS DISEASE |  | 5,000 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 5,000 |
| 10164800 GF MEDICAL EXAMINER | \$ | 445,953 |  |  | \$ | (378) |  |  |  |  |  |  | \$ | (378) | \$ | 445,575 |
| 10164900 GF MENTAL HEALTH | \$ | 600,470 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 600,470 |
| 10167200 GF AGENCY ON AGING | \$ | 159,986 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 159,986 |
| 10172100 GF PLANNING | \$ | 417,666 |  |  | \$ | (881) | \$ | $(1,646)$ |  |  |  |  | \$ | $(2,527)$ | \$ | 415,139 |
| 10172800 GF ECONOMIC DEVELOPME | \$ | 175,000 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 175,000 |
| 10174700 GF COMMUNITY ACTION P | \$ | 609,842 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 609,842 |
| 10185100 GF INSURANCE POLICIES | \$ | 1,000,000 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 1,000,000 |
| 10186100 GF RETIREMENT COUNTY | \$ | 500,000 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 500,000 |
| 10187000 GF UNEMPLOYMENT INSUR | \$ | 25,000 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 25,000 |
| 10189900 GF CHARGEBACKS | \$ | 1,000 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 1,000 |
| 10196600 GF APPROPRIATIONS | \$ | 890,000 |  |  |  |  |  |  | \$ | $(400,000)$ |  |  | \$ | $(400,000)$ | \$ | 490,000 |
| 10196610 GF APPROPRIATIONS - Court | S | 2,458,277 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 2,458,277 |
| 10196631 GF APPROPRIATIONS - Other | \$ | 936,856 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 936,856 |
| 10196650 GF APPROPRIATIONS - Health | \$ | 430,000 |  |  |  |  |  |  |  |  |  |  | \$ | - | \$ | 430,000 |
| 10196800 GF CONTINGENCIES | \$ | 466,734 |  |  |  |  |  |  |  |  | \$ | $(2,710)$ | \$ | $(2,710)$ | \$ | 464,024 |
| General Fund Total | \$ | 51,665,100 | \$ | $(252,726)$ | \$ | $(39,012)$ | \$ | $(56,766)$ | \$ | $(400,000)$ | \$ | $(2,710)$ | \$ | $(751,214)$ | \$ | 50,913,886 |


| 2020 Amended |  | Reduced Federal Inmates - Jail | REVENUES |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  | Reduced Constitutional Revenue Share+ |  | +/- |  | Proposed <br> Amended |
| \$ | $(38,257,255)$ |  |  | \$ | 250,000 | \$ | 250,000 | \$ | (38,007,255) |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | $(138,672)$ |  |  |  | \$ | - | \$ | $(138,672)$ |
| \$ | $(2,534,195)$ |  |  |  | \$ | - | \$ | $(2,534,195)$ |
| \$ | $(218,537)$ |  |  |  | \$ | - | \$ | $(218,537)$ |
| \$ | $(239,264)$ |  |  |  | \$ | - | \$ | $(239,264)$ |
| \$ | $(11,709)$ |  |  |  | \$ | - | \$ | $(11,709)$ |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | $(587,600)$ |  |  |  | \$ | - | \$ | $(587,600)$ |
| \$ | (1) |  |  |  | \$ | - | \$ | ) |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | $(212,000)$ |  |  |  | \$ | - | \$ | $(212,000)$ |
| \$ | $(434,450)$ |  |  |  | \$ | - | \$ | $(434,450)$ |
| \$ | $(5,000)$ |  |  |  | \$ | - | \$ | $(5,000)$ |
| \$ |  |  |  |  | \$ | - | \$ |  |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | $(91,917)$ |  |  |  | \$ | - | \$ | $(91,917)$ |
| \$ | $(30,000)$ |  |  |  | \$ | - | \$ | $(30,000)$ |
| \$ | , |  |  |  | \$ | - | \$ | - |
| \$ | $(170,900)$ |  |  |  | \$ | - | \$ | $(170,900)$ |
| \$ | $(354,161)$ |  |  |  | \$ | - | \$ | $(354,161)$ |
| \$ | (354, |  |  |  | \$ | - | \$ | (354,161) |
| \$ |  |  |  |  | \$ | - | \$ |  |
| \$ | $(2,231,215)$ |  |  |  | \$ | - | \$ | $(2,231,215)$ |
| \$ | (2,231,215) |  |  |  | \$ | - | \$ | (2,231,215) |
| \$ |  |  |  |  | \$ | - | \$ |  |
| \$ | $(1,319,055)$ |  |  |  | \$ | - | \$ | $(1,319,055)$ |
| \$ | $(428,881)$ |  |  |  | \$ | - | \$ | $(428,881)$ |
| \$ | - |  |  |  | \$ | - | \$ |  |
| \$ | - |  |  |  | \$ | - | \$ |  |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | $(3,766,456)$ | \$ 350,000 |  |  | \$ | 350,000 | \$ | $(3,416,456)$ |
| \$ | $(34,019)$ |  |  |  | \$ |  | \$ | $(34,019)$ |
| \$ | $(180,600)$ |  |  |  | \$ | - | \$ | $(180,600)$ |
| \$ | $(19,200)$ |  |  |  | \$ | - | \$ | $(19,200)$ |
| \$ | (19,200) |  |  |  | \$ | - | \$ | (19,200) |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | $(8,800)$ |  |  |  | \$ | - | \$ | $(8,800)$ |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | $(240,000)$ |  |  |  | \$ | - | \$ | $(240,000)$ |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | - |  |  |  | \$ | - | \$ | - |
| \$ | $(51,513,886)$ | \$ 350,000 | \$ | 250,000 | \$ | 600,000 | \$ | (50,913,886) |



Budget Amendment for non General Funded Positions not done at this time

|  |  |  |  |  |  |
| :--- | :--- | :--- | :--- | ---: | ---: |
| 860000 | 21065100 | IN-STATE TRAVEL | $\$$ | $2,000.00$ | 0.00 |
| 860000 | 21514100 | IN-STATE TRAVEL | $\$$ | $2,368.00$ | 5.30 |
| 860000 | 22160100 | IN-STATE TRAVEL | $\$$ | $9,251.00$ | 0.50 |
| 860000 | 23826717 | IN-STATE TRAVEL | $\$$ | $1,300.00$ | 0.00 |
| 860000 | 23842600 | IN-STATE TRAVEL | $\$$ | $3,905.00$ | 0.00 |
| 860000 | 23926718 | IN-STATE TRAVEL | $\$$ | 500.00 | 0.00 |
| 860000 | 24527800 | IN-STATE TRAVEL | $\$$ | 250.00 | 0.00 |
| 860000 | 25626801 | IN-STATE TRAVEL | $\$$ | $2,500.00$ | 0.00 |
| 860000 | 26017200 | IN-STATE TRAVEL | $\$$ | $2,388.00$ | 0.50 |
| 860000 | 26132500 | IN-STATE TRAVEL | $\$$ | $9,555.30$ | 4.40 |
| 860000 | 26132526 | IN-STATE TRAVEL | $\$$ | $6,272.47$ | 3.50 |
| 860000 | 29568900 | IN-STATE TRAVEL | $\$$ | $2,988.00$ | 0.40 |
| 860000 | 54237100 | IN-STATE TRAVEL | $\$$ | $3,966.55$ | 0.80 |
| 860000 | 58105400 | IN-STATE TRAVEL | $\$$ | $1,225.22$ | 61.30 |
| 860000 | 58853800 | IN-STATE TRAVEL | $\$$ | $1,104.00$ | 1.90 |
| 860000 | 63126500 | IN-STATE TRAVEL | $\$$ | 200.00 | 0.00 |
| 860000 | 63622800 | IN-STATE TRAVEL | $\$$ | $2,380.00$ | 0.00 |
| 860000 |  | Total 860000 IN-STATE TR, | $\$$ | $104,166.98$ | 8.10 |
|  |  | Revenue Total | $\$$ | - | 0.00 |
|  |  | Expense Total | $\$$ | $104,166.98$ | 8.10 |
|  |  | Grand Total | $\$$ | $104,166.98$ | 8.10 |


| OBJECT | ORG | ACCOUNT DESCRIPTION | AVAILABLE BUDGET | \% USED |
| :--- | :--- | :--- | ---: | ---: |
| 860500 | 10116800 | OUT OF STATE TRAVEL | 1,300 | 0.00 |
| 860500 | 10121200 | OUT OF STATE TRAVEL | 1,965 | 15.90 |
| 860500 | 10125300 | OUT OF STATE TRAVEL | 1,416 | 16.70 |
| 860500 | 10126200 | OUT OF STATE TRAVEL | 2,500 | 0.00 |
| 860500 | 10126700 | OUT OF STATE TRAVEL | 2,000 | 0.00 |
| 860500 | 10127000 | OUT OF STATE TRAVEL | 1,600 | 0.00 |
| 860500 | 10130100 | OUT OF STATE TRAVEL | 20,073 | 8.40 |
| 860500 | 10130100 | OUT OF STATE TRAVEL | 3,000 | 0.00 |
| 860500 | 10130100 | OUT OF STATE TRAVEL | 2,540 | 15.30 |
| 860500 | 10135100 | OUT OF STATE TRAVEL | 16,526 | 17.40 |
| 860500 | 10142600 | OUT OF STATE TRAVEL | 1,000 | 0.00 |
| 860500 | 10143000 | OUT OF STATE TRAVEL | 1,200 | 0.00 |
| 860500 | 10172100 | OUT OF STATE TRAVEL | 1,646 | 13.40 |

\$ 56,766.92

| Budget Amendment for non-General Fund positions not done at this time |  |  |  |  |  |
| :--- | :--- | :--- | ---: | ---: | :---: |
|  |  |  |  |  |  |
| 860500 | 21065100 | OUT OF STATE TRAVEL |  |  |  |
| 860500 | 21514100 | OUT OF STATE TRAVEL | 4,994 | 0.10 |  |
| 860500 | 22160100 | OUT OF STATE TRAVEL | 1,500 | 0.00 |  |
| 860500 | 23816800 | OUT OF STATE TRAVEL | 2,100 | 15.70 |  |
| 860500 | 23842600 | OUT OF STATE TRAVEL | 2,215 | 83.00 |  |
| 860500 | 23916800 | OUT OF STATE TRAVEL | 1,000 | 0.00 |  |
| 860500 | 26132500 | OUT OF STATE TRAVEL | 4,880 | 0.00 |  |
| 860500 | 29568900 | OUT OF STATE TRAVEL | 19,277 | 8.20 |  |
| 860500 | 54237100 | OUT OF STATE TRAVEL | 3,639 | 19.10 |  |
| 860500 | 58853800 | OUT OF STATE TRAVEL | 10,000 | 0.00 |  |
| 860500 | 59535100 | OUT OF STATE TRAVEL | 2,439 | 2.40 |  |
| 860500 | 63622800 | OUT OF STATE TRAVEL | 1,500 | 0.00 |  |
| 860500 |  | Total 860500 OUT OF STATE TRAVEL | 16,986 | 0.00 |  |
|  |  | Revenue Total | 127,297 | 13.90 |  |
|  |  | Expense Total | 0 | 0.00 |  |
|  | Grand Total | 127,297 | 13.90 |  |  |
|  |  | 127,297 | 13.90 |  |  |


| Position \# | Description | Group/BU | Location | Org | Object | CY FTE \|Annual Salary |  | Annual for FTE | 9 months |  | benefits@ 20\% |  | BAR |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 14900206 | DEP JUV REG/CRT REC | CTS | 1490 | 10114900 | 704000 | 1.000 | 39039 | \$ 39,039.00 | \$ | 29,279 | \$ | 5,856 |  | \$ 35,135 |
| 16800120 | ACCOUNT CLERK | CTS | 1680 | 10116800 | 704000 | 1.000 | 37042 | \$ 37,042.00 | \$ | 27,782 | \$ | 5,556 |  | \$ 33,338 |
| 21599107 | DEPUTY CIRC CRT CLK | NU | 2159 | 10121599 | 704000 | 1.000 | 34774 | \$ 34,774.00 | \$ | 26,081 | \$ | 5,216 |  | \$ 31,297 |
| 21599111 | DEPUTY CIRC CRT CLK | NU | 2159 | 10121599 | 706000 | 0.730 | 34774 | \$ 25,385.02 | \$ | 19,039 | \$ | 3,808 |  | \$ 22,847 |
| 25700106 | SR APPRAISER | NU | 2570 | 10125700 | 706001 | 0.500 | 52272 | \$ 26,136.00 | \$ | 19,602 | \$ | 3,920 |  | \$ 23,522 |
| 26800105 | SR DEPUTY REG OF DEE | NU | 2680 | 10126800 | 706001 | 0.500 | 37382 | \$ 18,691.00 | \$ | 14,018 | \$ | 2,804 |  | \$ 16,822 |
| 30100113 | OFFICE ASSISTANT | NU | 3010 | 10130100 | 706001 | 0.500 | 32348 | \$ 16,174.00 | \$ | 12,131 | \$ | 2,426 |  | \$ 14,557 |
| 35100106 | JAIL INTAKE SPECIALI | NU | 3510 | 10135100 | 704000 | 1.000 | 37382 | \$ 37,382.00 | \$ | 28,037 | \$ | 5,607 |  | \$ 33,644 |
| 35100109 | SWAP OFFICER | NU | 3510 | 10135100 | 706001 | 0.500 | 30091 | \$ 15,045.50 | \$ | 11,284 | \$ | 2,257 |  | \$ 13,541 |
| 43000117 | ADMINISTRATIVE AIDE | NU | 4300 | 10143000 | 706001 | 0.480 | 34774 | \$ 16,691.52 | \$ | 12,519 | \$ | 2,504 |  | \$ 15,022 |
| 43000112 | KENNEL ASSISTANT | NU | 4300 | 10143000 | 706001 | 0.480 | 30091 | \$ 14,443.68 | \$ | 10,833 | \$ | 2,167 |  | \$ 12,999 |
|  |  |  |  |  |  |  |  |  | \$ | 210,603 | \$ | 42,121 |  | \$ 252,723 |
| Budget Am | dment on non-Genera | nd Positio | not done | at this time |  |  |  |  |  |  |  |  |  |  |
| 60100129 | ENVIRON SANITARI II | NU | 6010 | 22160100 | 704000 | 1.000 | 57499 | \$ 57,499.00 | \$ | 43,124 | \$ | 8,625 |  | \$ 51,749 |
| 60100139 | HEARING/VISION TECH |  | 6010 | 22160100 | 706001 | 0.500 | 34774 | \$ 17,387.00 | \$ | 13,040 | \$ | 2,608 |  | \$ 15,648 |
| 60100145 | COMM HEALTH WORKER | RU | 6010 | 22160100 | 706001 | 0.250 | 34774 | \$ 8,693.50 | \$ | 6,520 | \$ | 1,304 |  | \$ 7,824 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  | \$ 75,222 |
| 32500108 | OPERATIONS SUPERVISO | NU | 3250 | 26132500 | 704000 | 1.000 | 57499 | \$ 57,499.00 | \$ | 43,124 | \$ | 8,625 |  | \$ 51,749 |
| 14900202 | PROBATION OFFICER | CTS | 1490 | 29266200 | 704000 | 1.000 | 49626 | \$ 49,626.00 | \$ | 37,220 | \$ | 7,444 |  | \$ 44,663 |
| 68200108 | VETERAN COUNSELOR | NU | 6820 | 29568900 | 704000 | 1.000 | 43200 | \$ 43,200.00 | \$ | 32,400 | \$ | 6,480 |  | \$ 38,880 |
| 37100127 | BUILD INSPEC PLANRVR |  | 3710 | 54237100 | 704000 | 1.000 | 57499 | \$ 57,499.00 | \$ | 43,124 | \$ | 8,625 |  | \$ 51,749 |
| 37100128 | BUILDING INSPECTOR / R | R NU | 3710 | 54237100 | 704000 | 1.000 | 57499 | \$ 57,499.00 | \$ | 43,124 | \$ | 8,625 |  | \$ 51,749 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  | \$ 103,498 |
| 26500134 | DEPUTY FACILITY DIRECT | NU | 2650 | 63126500 | 704000 | 1.000 | 61811 | \$ 61,811.00 | \$ | 46,358 | \$ | 9,272 |  | \$ 55,630 |
| 26500135 | MAINTENANCE MECHAN | NU | 2650 | 63126500 | 704000 | 1.000 | 37382 | \$ 37,382.00 | \$ | 28,037 | \$ | 5,607 |  | \$ 33,644 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  | \$ 89,274 |

