

**ALLEN COUNTY COUNCIL MEETING AGENDA  
THURSDAY, JULY 26, 2012  
8:30 AM**

**CALL TO ORDER:** . PRESIDENT, LARRY BROWN

**APPROVAL OF MINUTES:** JUNE 21, AND JULY 3, 2012

**FINANCIAL REPORT:** AUDITOR, TERA KLUTZ

<b>UNEMPLOYMENT RATE:</b>		April	May
	Allen County	7.5%	7.7%
	Indiana	7.7%	7.8%
	National	7.7%	7.9%

**TOTAL APPROPRIATIONS REQUESTED IN GENERAL FUND:** \$1,136,220

**TOTAL APPROPRIATIONS REQUESTED IN OTHER FUNDS:** \$3,790,879

**DEPARTMENT 02 - AUDITOR** Brown

**APPROPRIATE IN COUNTY GENERAL FUND:**

100-4010-411.12-20 GROUP INSURANCE - HEALTH \$1,000,000

**APPROPRIATE IN RAINY DAY FUND 736:**

736-4010-411.12-20 GROUP INSURANCE - HEALTH \$2,326,564

**DEPARTMENT 40 - COMMISSIONERS** Brown

**APPROPRIATE IN STATEWIDE 911 FUND 727:**

727-0501-421.39-91 CCP \$1,387,598

**DEPARTMENT 48 - HOMELAND SECURITY** Armstrong

**APPROPRIATE IN COUNTY GENERAL FUND:**

1.	100-4801-429.13-01	DIRECTOR	\$25,000
2.	100-4801-429.21-01	GENERAL SUPPLIES	\$1,550
3.	100-4801-429.21-03	STATIONERY & PRINTING	\$150
4.	100-4801-429.22-01	GASOLINE, LUBE AND OIL	\$3,500
5.	100-4801-429.22-11	GARAGE AND MOTOR	\$3,050
6.	100-4801-429.32-03	TRAVEL	\$400
7.	100-4801-429.32-04	TELEPHONE	\$420
8.	100-4801-429.33-04	ADVERTISING	\$1,400
9.	100-4801-429.34-07	AUTOMOBILE INSURANCE	\$750
			\$36,220

**DEPARTMENT 55 - ACJC**

Harris

Consideration of an amended salary ordinance for a Mental Health Counselor from EXEC to PAT 4/2, salary from \$46,822 to \$42,601.

**DEPARTMENT 285 - DEPARTMENT OF HEALTH:**

Vogt

**APPROPRIATION IN COUNTY HEALTH FUND 285:**

1. 285-7301-441.13-01	HEALTH COMMISSIONER	\$4,473
2. 285-7301-441.13-03	ASST HEALTH COMM/DEPT ADMIN	\$4,851
3. 285-7301-441.13-32	LEAD/HEALTHY HOMES DIV DIR	\$3,743
4. 285-7301-441.13-05	VITAL RECORDS ASST DIRECTOR	\$2,575
5. 285-7301-441.13-90	HIV/STD DISEASE INTERVENTION SP	\$1,435
6. 285-7301-441.13-94	HIV/STD DISEASE INTERVENTION SP	\$1,315
7. 285-7301-441.11-03	EXTRA DEPUTY HIRE	\$4,908
8. 285-7301-441.12-01	FICA	\$1,785
9. 285-7301-441.12-02	PERF	\$1,690
10. 285-7301-441.31-13	CONTRACTUAL	<u>\$21,250</u>
		\$48,025

11. Consideration of a salary ordinance for the Department of Health for an Environmental Health Specialist 1, PAT 3/2, salary \$35,490. (This is from the Onsite Septic System Fund 790)

12. Consideration of a salary ordinance for the Department of Health for an Environmental Health Specialist 1, PAT 3/2, salary \$35,490. (This is from the Health Maintenance Fund 286)

**APPROPRIATION IN HEALTH MAINTENANCE FUND 286:**

13. 286-7301-441.13-41	ENVIRONMENTAL HEALTH SPC 1	\$21,840
14. 286-7301-441.12-01	FICA	\$1,671
15. 286-7301-441.12-02	PERF	\$1,584
16. 286-7301-441.12-20	GROUP HEALTH INSURANCE/STD	\$3,553
17. 286-7301-441.12-21	GROUP LIFE INSURANCE	<u>\$44</u>
		\$28,692

**DISCUSSION AND OTHER BUSINESS TO COME BEFORE COUNCIL:**

Consideration of a resolution allowing Magistrates to contribute the mandatory 3% PERF contribution pre-tax.

Allen County Public Library Bond Refunding.

**RECENT and/or UPCOMING MEETINGS:**

**LIAISON REPORTS:**

**PUBLIC COMMENTS:**

Approval to waive the second reading on any matter approved today for which it may be deemed necessary for the County Council meeting of July 26, 2012.

**The next regular County Council meeting will be held at 8:30 am on Thursday, August 16, 2012 in the Discussion Room.**

Allen County does not discriminate because of disability in the admission to, or treatment or employment in, its programs or activities. The Human Resources Director has been designated to coordinate compliance with nondiscrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided therein, and Allen County's ADA policy is available from the ADA Coordinator. Suggestions on how the County can better meet the needs of persons with disabilities may be submitted to the ADA Coordinator at: Human Resources Department 200 E. Street, Suite 380, Fort Wayne, In. 46802 or by phone at (260)449-7217.

**ALLEN COUNTY  
FINANCIAL REPORT FOR  
COUNTY GENERAL FUND  
June 30, 2012**

July 26, 2012      **Meeting**

**Fund - 100**

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/12	10,633,193		10,633,193
<b>ESTIMATED REVENUES FOR 2012:</b>		<b>ACTUAL REVENUES TO DATE:</b>	
		Percentage of Collections:	
2012 Property Tax	55,974,306		
Less Circuit Breaker Credit	<u>(5,240,930)</u>		
Total Property Taxes charged	50,733,376	54.26%	27,526,492
Less Allowance for Uncollected Property Tax	(1,484,566)		
Miscellaneous	<u>35,119,751</u>	59.24%	<u>20,805,837</u>
	84,368,561	Total Percentage of Collections	57.29%    48,332,329
<b>TOTAL CASH &amp; ESTIMATED REVENUES:</b>	<b>95,001,753</b>	<b>ACTUAL CASH YEAR TO DATE:</b>	<b>58,965,522</b>
<b>ESTIMATED DISBURSEMENTS:</b>		<b>ACTUAL DISBURSEMENTS:</b>	
2012 Adjusted Budget (Includes Approved Budget and Encumbrances)	85,127,807		47,309,308
Additional Appropriations (Excluding Reappropriation of Refunds, etc.)	<u>6,634,333</u>		
<b>TOTAL BUDGETED APPROPRIATION</b>	<b>91,762,140</b>	Percentage of Disbursements	51.56%    47,309,308
Rainy Day Fund Transfer	(1,000,000)	Rainy Day Fund Transfer	(1,000,000)
County Council Allocated Funds 2013 2% Bonus	(1,100,000)	Rainy Day Fund Temporary Loan	7,000,000
<b>AMOUNT LEFT FOR APPROPRIATION</b>	<u><u>1,139,614</u></u>	<b>ACTUAL CASH BALANCE YTD:</b>	<u><u>17,656,214</u></u>
<b>FOR CONSIDERATION TODAY:</b>			
<b>APPROPRIATIONS</b>	<b>1,136,220</b>		

# Allen County General Fund Miscellaneous Revenue

**June 2012**

**% OF YEAR PAST = 50%**

DLGF Account Code		Estimated Revenue 2012	Percent Collected	Total
<b>OTHER TAXES:</b>				
0201	Financial Institutions Tax	213,349	48.63%	103,749
0202	Vehicle License Excise Tax	3,646,069	58.41%	2,129,727
0212	County Option Income Tax	13,650,759	56.82%	7,756,438
0217	Commercial Vehicle Excise Tax	382,578	50.15%	191,852
CO#1	Riverboat Wagering Tax Revenue	441,308	0.00%	0

<b>INTERGOVERNMENTAL REVENUES:</b>				
1120	Indirect Costs - Chld Sprt IV-D	344,000	70.54%	242,666
1121	Emerg Prep/Civil Def-Fed Match	50,000	0.00%	0
1122	Care of Federal Prisoners	1,600,000	46.39%	742,266
1140	Juvenile Justice Center/Trans. Child Care	228,743	62.25%	142,395
1141	Youth Serv/Regular Child Care	340,000	44.25%	150,435
1413	Change of Venue	0	0.00%	0
1501	Liquor Excise Tax Distr. - ABC	16,000	56.68%	9,069
1510	Inheritance Tax-County Share	640,000	49.58%	317,342
1512	Surplus State Dog Fund	0	0.00%	0
2708	Fed Reimbursement For Services	0	0.00%	0
2709	State Reimbursement For Service	0	0.00%	0
CO#7	Public Defender Reimbursement	1,000,000	59.03%	590,285
2718	Examination of Records	30,000	80.34%	24,101
CO#2	Federal Grants	0	0.00%	0
CO#3	State Grants	0	0.00%	0
CO#4	SSI Payments	45,000	39.11%	17,600

<b>LICENSES AND PERMITS:</b>				
2101	Department of Planning	650,000	55.22%	358,933
2102	Building Department	1,500,000	54.59%	818,777
3102	Cable Franchise License Fees	380,000	43.35%	164,734

<b>CHARGES FOR SERVICES:</b>				
<b>Departmental Revenue:</b>				
2106	Treasurer	250,000	23.62%	59,038
2108	Recorder	775,000	62.18%	481,927
2109	Sheriff	1,200,000	56.39%	676,705
2110	Surveyor	60,000	94.16%	56,495
2111	Auditor	6,500	53.26%	3,462
2113	County Services	0	0.00%	0
2115	Data Processing	240,000	153.94%	369,447
2210	Prosecuting Attorney	0	0.00%	0

# Allen County General Fund Miscellaneous Revenue

**June 2012**

**% OF YEAR PAST = 50%**

DLGF Account Code		Estimated Revenue 2012	Percent Collected	Total
2707	Charges for Services - N.I.R.C.C.	597,000	103.86%	620,053
4103	Clerk of Circuit Court	1,950,000	48.10%	937,926

## MISCELLANEOUS REVENUE

CO#5	Child Support Exp Budget Reimb	1,830,000	47.13%	862,417
2105	Election Expense	0	0.00%	0
2711	Reimbursements	40,000	91.94%	36,775
2717	Copy Machine Charges	100	48.72%	49
4105	Telephone Reimbursement	4,000	40.36%	1,614
6100	Interest on Investments	500,000	15.63%	78,125
6200	Rental of County Property	400,000	44.79%	179,159
6500	Co. Misc - Non-identified Rev	639,400	92.23%	589,711
CO#6	General Fund Incentive - IV D	0	0.00%	0

## OTHER FINANCING SOURCES:

5101	Sale of Real & Personal Property	50,000	15.51%	7,757
5400	Repayment of Loans	0	0.00%	0
5600	Refunds	0	0.00%	1,321
5601	Property Tax Refund Reimbursements	200,000	531.77%	1,063,542
0210	Unclaimed Surplus Tax	200,000	0.00%	0
0211	Unclaimed Tax Sale Surplus	0	0.00%	0
<b>TOTAL</b>		<b>34,099,806</b>	<b>58.02%</b>	<b>19,785,892</b>

Rainy Day Fund Transfer	1,019,945			1,019,945
<b>TOTAL</b>	<b>35,119,751</b>	<b>59.24%</b>		<b>20,805,837</b>

# County General Miscellaneous Revenue Explanations

June 2012

50% of Year Elapsed

Revenue Source	Annual Estimate	Percent	Actual	Explanation
<b>OTHER TAXES:</b>				
Financial Institutions Tax	213,349	48.63%	103,749	Two equal installments <b>June</b> and December.
Vehicle License Excise Tax	3,646,069	58.41%	2,129,727	Distributed <b>April, June, October &amp; December</b> Monthly Dist with adjustment after rates received / Addl Dist in <b>April</b> due to State estimate error
County Option Income Tax	13,650,759	56.82%	7,756,438	
Commercial Vehicle Excise Tax	382,578	50.15%	191,852	Two equal installments <b>May</b> and December.
Riverboat Wagering Tax Rev	441,308	0.00%	0	Full year distribution received in August.
<b>INTERGOVERNMENTAL REVENUES:</b>				
Indirect Costs - Child Support	344,000	70.54%	242,666	Received Quarterly-4th Qtr 2011, 1st Qtr 2012
Emerg Prep/Civil Def-Fed Match	50,000	0.00%		Received 1x per yr
Care of Federal Prisoners	1,600,000	46.39%	742,266	Varies monthly depending on prisoners Per Diem fees received monthly, except out-of-county contracts pay full year in first quarter
ACJC/Trans Child Care	228,743	62.25%	142,395	
Youth Serv/Regular Child Care	340,000	44.25%	150,435	Varies monthly depending on youths housed
Change of Venue	0	0.00%		
Liquor Excise Tax Dist-ABC	16,000	56.68%	9,069	Two Distributions per year Received Quarterly-2 Qtrs received to date (4th Qtr 2011, 1st Qtr 2012)
Inheritance Tax-County Share	640,000	49.58%	317,342	
Public Defender Reimbursement	1,000,000	59.03%	590,285	Received Quarterly-3rd Qtr 2011, 4th Qtr 2011
Examination of Records	30,000	80.34%	24,101	Two Distributions per year
SSI Payments	45,000	39.11%	17,600	Receive monthly from Social Security Admin
<b>LICENSES AND PERMITS:</b>				
Department of Planning	650,000	55.22%	358,933	Collections deposited monthly
Building Department	1,500,000	54.59%	818,777	Collections deposited monthly
Cable Franchise License Fees	380,000	43.35%	164,734	Paid Quarterly from Cable Vendors

# County General Miscellaneous Revenue Explanations

June 2012

50% of Year Elapsed

Revenue Source	Annual Estimate	Percent	Actual	Explanation
<b>CHARGES FOR SERVICES:</b>				
Treasurer	250,000	23.62%	59,038	Tax Sale Fees receipted with December Settlement
Recorder	775,000	62.18%	481,927	Collections deposited monthly Made up of different fees, including tax warrants at 6/30 \$44,220.64.
Sheriff	1,200,000	56.39%	676,705	Summer months usually yield higher collections
Surveyor	60,000	94.16%	56,495	Copy, Notary, Payroll Processing fees
Auditor	6,500	53.26%	3,462	Data file fees monthly / final Qtr of year receive "settle up" Data sharing costs from City of Ft Wayne / Joint Permit Brd 50% reimb from City of Ft Wayne
Data Processing	240,000	153.94%	369,447	Reimbursed from Feds as it is spent and invoiced
N.I.R.C.C.	597,000	103.86%	620,053	Collections deposited monthly
Clerk	1,950,000	48.10%	937,926	
<b>MISCELLANEOUS REVENUE:</b>				
Child Support Exp Budget Reimb	1,830,000	47.13%	862,417	Reimbursed from State as it is spent and invoiced
Election Expense Reimburse		0.00%		Miscellaneous Reimbursements, i.e. Commissary part-time salaries
Reimbursements	40,000	91.94%	36,775	All other Departments copy fee charges
Copy Machine Charges	100	49.00%	49	Payphone commissions
Telephone Reimbursement	4,000	40.35%	1,614	Received monthly
Interest	500,000	15.63%	78,125	Received at various times throughout the year.
Rental of County Property	400,000	44.79%	179,159	Miscellaneous one time revenue / 500,000 received from the City for building costs (not part of original estimate)
Co. Misc. - Non-identified Rev	639,400	92.23%	589,711	
<b>OTHER FINANCING SOURCES:</b>				
Sale of Real & Personal Property	50,000	15.51%	7,757	Proceeds from sale of county owned property
Refunds	0	0.00%	1,321	Misc Refunds of overpayment to vendors Unclaimed Surplus is moved to General Fund in December of each year.
Unclaimed Surplus Tax	200,000	0.00%		County is reimbursed from units at Settlement for tax refunds paid throughout the year.
Property Tax Refund Reimb	200,000	531.77%	1,063,542	
<b>TOTAL</b>	<b>34,099,806</b>	<b>58.02%</b>	<b>19,785,892</b>	
Less Property Tax Refunds			(863,542)	Eliminate refunds above the estimated revenue to calculate a more accurate picture of collection rate.
Plus Rainy Day Fund Transfer	1,019,945		1,019,945	Rainy Day funding to supplement Misc. revenue
<b>Total Miscellaneous Collections</b>	<b>35,119,751</b>	<b>56.78%</b>	<b>19,942,295</b>	



**ALLEN COUNTY  
FINANCIAL REPORT  
HIGHWAY FUND  
June 30, 2012**

July 26, 2012 Meeting

Fund - 250

Department - Highway

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/12	5,771,191		5,771,191
<b>ESTIMATED REVENUES FOR 2012:</b>			<b>ACTUAL REVENUES TO DATE:</b>
			Percentage of Collections:
Sur Tax Distribution	1,725,000		55.83% 962,987
Wheel Tax Distribution	329,000		73.16% 240,708
Highway Fees	210,000		78.62% 165,110
MVH State Distribution	5,784,260		52.40% 3,031,056
Miscellaneous/Other	<u>701,550</u>		67.55% <u>473,930</u>
	8,749,810		Total Percentage of Collections 55.70% 4,873,791
<b>TOTAL CASH &amp; ESTIMATED REVENUES:</b>	<b>14,521,001</b>		<b>ACTUAL CASH YEAR TO DATE:</b> 10,644,982
<b>ESTIMATED DISBURSEMENTS:</b>			<b>ACTUAL DISBURSEMENTS:</b>
2012 Budget	8,749,609		4,644,263
2011 Encumbrances	4,755,209		
Additional Appropriations	<u>1,000,000</u>		
<b>TOTAL BUDGETED APPROPRIATION</b>	<b>14,504,818</b>		Percentage of Disbursements 32.02% 4,644,263
<b>AMOUNT LEFT FOR APPROPRIATION</b>	<u><u>16,183</u></u>		<b>REMAINING CASH BALANCE YTD:</b> <u><u>6,000,719</u></u>

FOR CONSIDERATION TODAY:

**APPROPRIATIONS  
UNAPPROPRIATIONS**

ALLEN COUNTY  
FINANCIAL REPORT  
**LOCAL ROAD AND STREET**  
June 30, 2012

July 26, 2012

**Meeting**

**Fund - 255**

**Department - Highway**

	<u>ESTIMATE</u>		<u>ACTUAL</u>	
CASH BALANCE AT 1/1/12	2,451,970			2,451,970
<b>ESTIMATED REVENUES FOR 2012:</b>			<b>ACTUAL REVENUES TO DATE:</b>	
			Percentage of Collections:	
LRS Distributions	1,317,916		55.71%	734,260
Federal Reimb/Misc	650,000		42.59%	276,811
	<u>1,967,916</u>		Total Percentage of Collections	<u>1,011,071</u>
<b>TOTAL ESTIMATED CASH:</b>	<b>4,419,886</b>		<b>ACTUAL CASH YEAR TO DATE:</b>	<b>3,463,041</b>
<b>ESTIMATED DISBURSEMENTS:</b>			<b>ACTUAL DISBURSEMENTS:</b>	
2012 Budget	1,551,200			747,121
2011 Encumbrances	2,868,686			
Additional Appropriations	<u>                    </u>			<u>                    </u>
<b>TOTAL BUDGETED APPROPRIATION</b>	<b>4,419,886</b>		Percentage of Disbursements	16.90% 747,121
<b>AMOUNT LEFT FOR APPROPRIATION</b>	<u><u>0</u></u>		<b>REMAINING CASH BALANCE YTD:</b>	<u><u>2,715,920</u></u>

FOR CONSIDERATION TODAY:

**APPROPRIATIONS**  
**UNAPPROPRIATIONS**

ALLEN COUNTY  
FINANCIAL REPORT FOR  
**REASSESSMENT**  
June 30, 2012

July 26, 2012      **Meeting**

**Fund - 261**

**Department - Co. Assessor**

	<u>ESTIMATE</u>		<u>ACTUAL</u>	
CASH BALANCE AT 1/1/12	642,880			642,880
<b>ESTIMATED REVENUES FOR 2012:</b>				<b>ACTUAL REVENUES TO DATE:</b>
2012 Property Tax	509,668			Percentage of Collections:
Less Circuit Breaker Credit	<u>(47,720)</u>			
Total Property Taxes charged	461,948			54.26%    250,640
Less Allowance for Uncollected Property Tax	(13,858)			
Miscellaneous	<u>41,626</u>			55.04% <u>22,911</u>
	489,716			Total Percentage of Collections
				55.86%    273,551
<b>TOTAL CASH &amp; ESTIMATED REVENUES:</b>	1,132,596			<b>ACTUAL CASH YEAR TO DATE:</b>
				916,431
<b>ESTIMATED DISBURSEMENTS:</b>				<b>ACTUAL DISBURSEMENTS:</b>
2012 Budget	600,483			253,919
2011 Encumbrances	13,954			
Additional Appropriations	<u>                    </u>			
<b>TOTAL BUDGETED APPROPRIATION</b>	614,437			Percentage of Disbursements
				41.33%    253,919
<b>AMOUNT LEFT FOR APPROPRIATION</b>	<u><u>518,159</u></u>			<b>REMAINING CASH BALANCE YTD:</b>
				<u><u>662,512</u></u>

FOR CONSIDERATION TODAY:

**APPROPRIATIONS**  
**UNAPPROPRIATIONS**

ALLEN COUNTY  
FINANCIAL REPORT  
**Cumulative Capital Development**  
June 30, 2012

July 26, 2012

Meeting

Fund - 321

Dept - Commissioners

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/12	3,156,781		3,156,781
<b>ESTIMATED REVENUES FOR 2012:</b>			<b>ACTUAL REVENUES TO DATE:</b>
2012 Property Tax	2,471,891		Percentage of Collections:
Less Circuit Breaker Credit	<u>(231,445)</u>		54.26% 1,215,602
Total Property Taxes charged	2,240,446		81.28% 458,551
Less Allowance for Uncollected Property Tax	(67,213)		Total Percentage of Collections
Miscellaneous	564,132		61.16% 1,674,152
	<u>2,737,365</u>		
<b>TOTAL CASH &amp; ESTIMATED REVENUES:</b>	5,894,146		<b>ACTUAL CASH YEAR TO DATE:</b> 4,830,934
<b>ESTIMATED DISBURSEMENTS:</b>			<b>ACTUAL DISBURSEMENTS:</b>
2012 Budget	2,529,931		2,444,355
2011 Encumbrances	1,932,432		
Additional Appropriations	<u>500,000</u>		
<b>TOTAL BUDGETED APPROPRIATION</b>	4,962,363		Percentage of Disbursements
			49.26% 2,444,355
<b>AMOUNT LEFT FOR APPROPRIATION</b>	<u><u>931,783</u></u>		<b>REMAINING CASH BALANCE YTD:</b> <u><u>2,386,579</u></u>
<b>FOR CONSIDERATION TODAY:</b>			
<b>APPROPRIATIONS</b>			
<b>UNAPPROPRIATIONS</b>			

ALLEN COUNTY  
FINANCIAL REPORT  
**CEDIT**  
June 30, 2012

July 26, 2012 Meeting

Fund - 329

Dept - Commissioners

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/12	9,722,426		9,722,426
<b>ESTIMATED REVENUES FOR 2012:</b>		<b>ACTUAL REVENUES TO DATE:</b>	
		Percentage of Collections:	
CEDIT Tax	6,378,618	54.95%	3,504,906
Federal/State Project Reimbursement	6,378,618		926,007
	6,378,618	Total Percentage of Collections	69.47% 4,430,914
TOTAL CASH & <b>ESTIMATED</b> REVENUES:	16,101,044	<b>ACTUAL CASH YEAR TO DATE:</b>	14,153,340
<b>ESTIMATED DISBURSEMENTS:</b>		<b>ACTUAL DISBURSEMENTS:</b>	
2012 Budget	5,060,618		1,853,341
2011 Encumbrances	6,746,034		
Additional Appropriations	3,994,985		
TOTAL BUDGETED APPROPRIATION	15,801,637	Percentage of Disbursements	11.73% 1,853,341
AMOUNT LEFT FOR APPROPRIATION	299,407	<b>REMAINING CASH BALANCE YTD:</b>	12,299,999

FOR CONSIDERATION TODAY:

APPROPRIATIONS  
UNAPPROPRIATIONS

ALLEN COUNTY  
FINANCIAL REPORT  
**MAJOR BRIDGE FUND**  
June 30, 2012

July 26, 2012 Meeting

Fund - 340

Dept - Highway

ESTIMATE

ACTUAL

CASH BALANCE AT 1/1/12 10,638,461

10,638,461

ESTIMATED REVENUES FOR 2012:

ACTUAL REVENUES TO DATE:

Percentage of Collections:

2012 Property Tax 1,643,680  
Less Circuit Breaker Credit (153,900)  
Total Property Taxes charged 1,489,780  
Less Allowance for Uncollected Property Tax (44,693)  
2011 Outstanding Federal/State Project Reimb 500,000  
Miscellaneous 124,565  
2,069,652

54.26% 808,313  
0.00%  
57.17% 71,220  
Total Percentage of Collections 42.50% 879,532

TOTAL CASH & ESTIMATED REVENUES: 12,708,113

ACTUAL CASH YEAR TO DATE: 11,517,993

ESTIMATED DISBURSEMENTS:

ACTUAL DISBURSEMENTS:

2012 Budget 1,685,497  
2011 Encumbrances 10,424,024  
Additional Appropriations \_\_\_\_\_

2,322,866

TOTAL BUDGETED APPROPRIATION 12,109,521

Percentage of Disbursements 19.18% 2,322,866

AMOUNT LEFT FOR APPROPRIATION 598,592

REMAINING CASH BALANCE YTD: 9,195,127

FOR CONSIDERATION TODAY:

APPROPRIATIONS  
UNAPPROPRIATIONS

ALLEN COUNTY  
FINANCIAL REPORT FOR  
**COUNTY BOND FUND**  
June 30, 2012

July 26, 2012 Meeting

Fund - 401

Department - Auditor

	<u>ESTIMATE</u>		<u>ACTUAL</u>	
CASH BALANCE AT 1/1/12	1,589,423			1,589,423
<b>ESTIMATED REVENUES FOR 2012:</b>		<b>ACTUAL REVENUES TO DATE:</b>		
2012 Property Tax	4,408,630	Percentage of Collections:		
Less Circuit Breaker Credit	<u>(412,784)</u>			
Total Property Taxes charged	3,995,846		54.26%	2,168,032
Less Allowance for Uncollected Property Tax	(119,875)			
Miscellaneous	339,106		56.78%	192,541
	<u>4,215,077</u>	Total Percentage of Collections	56.00%	<u>2,360,573</u>
<b>TOTAL CASH &amp; ESTIMATED REVENUES:</b>	5,804,500	<b>ACTUAL CASH YEAR TO DATE:</b>		3,949,997
<b>ESTIMATED DISBURSEMENTS:</b>		<b>ACTUAL DISBURSEMENTS:</b>		
2012 Budget	4,618,125			2,428,400
2011 Encumbrances	0			
Additional Appropriations	<u>                    </u>			
<b>TOTAL BUDGETED APPROPRIATION</b>	4,618,125	Percentage of Disbursements	52.58%	2,428,400
<b>AMOUNT LEFT FOR APPROPRIATION</b>	<u><u>1,186,375</u></u>	<b>REMAINING CASH BALANCE YTD:</b>		<u><u>1,521,597</u></u>

FOR CONSIDERATION TODAY:

APPROPRIATIONS  
UNAPPROPRIATIONS



## COUNTY COUNCIL

### ADDITIONAL APPROPRIATION REQUEST FROM THE GENERAL FUND:

---

---

DEPARTMENT: Auditor

LINE ITEM NUMBER: Fund 100-4010-411.12-20 / Fund 736-4010-411.12-20

REQUESTED AMOUNT: \$ 1,100,000 (100) / \$2,326,564 (736)

FOR LINE ITEM UNDER CONSIDERATION, YTD EXPENDITURES & ANTICIPATED EXPENDITURES:  
Group Health Insurance Claims to date - \$6.6 million / Anticipated Full Year - \$13.2 million

WAS THIS INCLUDED IN THE ANNUAL BUDGET REQUEST? IF NOT, WHY NOT?  
Yes

HOW WILL THIS APPROPRIATION BE USED?

This funding will go toward funding the expenses to provide employees with health insurance. The County is self-funded and did not anticipate 25% increase from 2010 to 2011 nor the additional 30% increase so far for the first six months of 2011 to 2012.

SPECIFIC COST OF ITEM AND HOW WAS THIS COST DETERMINED?

Total requested of \$3,426,564 was arrived at by taking first six months of expense and estimated full year expense.

HOW DOES THIS FIT INTO THE STRATEGIC PLAN?

WAS THIS A PART OF THE STRATEGIC PLAN? IF NOT, WHY NOT?

IS THIS A RECURRING EXPENSE? Employee health insurance is a recurring expense.

WILL OTHER EXPENDITURES BE NECESSARY?

With the approval of the additional appropriation above, I am hoping that additional appropriations will not be necessary. However, we will be analyzing this account monthly and will provide updates as necessary.

DISCUSSED WITH LIAISON? Yes

LIAISON'S NAME: Larry Brown



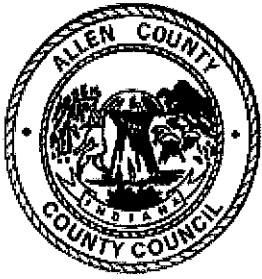
**ALLEN COUNTY  
FINANCIAL REPORT FOR  
Rainy Day Fund  
June 30, 2012**

July 26, 2012      **Meeting**

**Fund - 736**

**Department - Commissioners**

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/12	17,529,702		17,529,702
<b>ESTIMATED REVENUES FOR 2012:</b>			<b>ACTUAL REVENUES TO DATE:</b>
			Percentage of Collections:
General Fund Rollover	1,000,000		1,000,000
Interest/Miscellaneous	50,000		35.42%    17,709
Highway loan repayment			640,000
	1,050,000		Total Percentage of Collections    1,657,709
<b>TOTAL CASH &amp; ESTIMATED REVENUES:</b>	18,579,702		<b>ACTUAL CASH YEAR TO DATE:</b> 19,187,411
<b>ESTIMATED DISBURSEMENTS:</b>			<b>ACTUAL DISBURSEMENTS:</b>
2012 Budget	0		
2011 Encumbrances	1,600,000		1,153,850
Additional Appropriations	1,792,620		
<b>TOTAL BUDGETED APPROPRIATION</b>	3,392,620		Percentage of Disbursements    34.01%    1,153,850
Less amount approved for 2012 Budget	(1,019,945)		Temporary Loan to General Fund    (7,000,000)
<b>AMOUNT LEFT FOR APPROPRIATION</b>	14,167,137		Less amount approved for 2012 Budget    (1,019,945)
			<b>REMAINING CASH BALANCE YTD:</b> <u>10,013,616</u>
<b>FOR CONSIDERATION TODAY:</b>			
<b>APPROPRIATIONS</b>	2,326,564		
<b>UNAPPROPRIATIONS</b>			



## COUNTY COUNCIL

### ADDITIONAL APPROPRIATION REQUEST FROM FUNDS OTHER THAN THE GENERAL FUND:

---

DEPARTMENT: Commissioners

LINE ITEM NUMBER: 727-0501-421.39-91 AMOUNT REQUESTED: \$ 1,387,598

CURRENT FUND BALANCE: approximately \$4.8 million

EXPECTED ANNUAL REVENUE: at least \$2,370,232

IS REVENUE ON PACE TO MEET EXPECTATIONS? Yes-approx \$1.1 million received through June

STATUTORY GUIDELINES: IC 36-8-16.7-38

#### HOW WILL THIS APPROPRIATION BE USED?

To fill the 2012 Budget gap for the CCP. To date we have only given the CCP a portion of the 911 monies and the amount requested today should suffice the 2012 budget expenditures remaining.

#### SPECIFIC COST OF ITEM AND HOW WAS THIS COST DETERMINED?

Through County, City, and CCP calculations of 2012 and expenditure experience to date.

#### HOW DOES THIS FIT INTO THE STRATEGIC PLAN?

The CCP is the result of requirements in state statute regarding PSAP's and it has been an ongoing discussion between County and City governments.

#### WAS THIS A PART OF THE STRATEGIC PLAN? IF NOT, WHY NOT?

n/a

IS THIS A RECURRING EXPENSE? Yes-this is a pass through of 911 monies collected by the County

#### WILL OTHER EXPENDITURES BE NECESSARY?

Yes, to fund the CCP.

DISCUSSED WITH LIAISON? Discussed with all Council at multiple meetings.

LIAISON'S NAME: Larry Brown



**BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEN**

Citizens Square · 200 E. Berry Street, Suite 410 · Fort Wayne, IN 46802

Phone: 260.449.7555      FAX: 260.449.7568

**Linda K. Bloom      Therese M. Brown      Nelson Peters**

July 13, 2012

**RE: Background to 911 “gap” funding**

County Council,

This month there is a request before you to appropriate money out of the E911 fund to fill a CCP budget gap for 2012. As was mentioned in the presentation at last month’s meeting, when the CCP Interlocal was being worked on, certain expenses, mostly on the city side but not exclusively so, were not included when the current 70/30 budget split was created. In addition to these costs, there was an assumption made by the CCP that all E911 revenue (wireless and wired) would go toward the CCP budget, but the Commissioners had only pledged a portion.

The Commissioners have already provided the CCP the standard annual contribution from what used to be the “wireless fund”, but the Commissioners never had the authority to appropriate the “wired fund” money the CCP assumed would be provided. The Commissioners request that you appropriate \$1,387,598 out of the E911 fund to fill the gap for 2012. If this request is granted, there will be an approximate cash balance in E911 of \$2.6M.

The Commissioners and City of Fort Wayne continue to work diligently toward amending the Interlocal so that this issue does not occur again.

Sincerely,

Chris Cloud  
Executive Assistant  
Board of Commissioners

**Consolidated Communications Partnership**  
**2012 CCP Budget Funding**  
**For the period of January 1, 2012 thru December 31, 2012**

as of 05/17/2012 \*\*

**Revenues**

<u>General Fund Contributions</u>			
County	\$	923,139	
City	\$	3,195,130	\$ 4,118,269
<u>911 Fees</u>			
City of Fort Wayne	\$	745,680	
County	\$	301,887	
New Haven	\$	48,400	\$ 1,095,967
Add 911 fees from cash balance	\$		\$ 1,387,598
<b>Total CCP Revenue for 2012</b>		<b>\$</b>	<b>6,601,834</b>

**Expenditures**

**Total CCP Expenses for 2012 \$ 6,601,834**

**SUMMARY**

**2012 Revenue Support for CCP**

	<u>City</u>	<u>County</u>		<u>2012 Total</u>
General Fund	3,195,130	923,139	\$	4,118,269
	78%	22%		
911 Fees	745,680	1,689,485	\$	2,435,165
		911 Fees-New Haven	\$	48,400
			\$	6,601,834

City/County Communications  
 Budget revenues & expenses  
 For the budget year ended December 31, 2011

	<u>2011 Budget</u>		<u>2011 Total</u>
	<u>City</u>	<u>County</u>	
Revenue:			
911 Fees	\$ 745,680	\$ 1,253,611	\$ 1,999,291
Property Tax	\$ 3,679,404	\$ 923,139	\$ 4,602,543
Total Revenue Budget	\$ 4,425,084	\$ 2,176,750	\$ 6,601,834
Expenses:			
5100 - Wages	\$ 4,205,118	\$ 1,247,800	\$ 5,452,918
5200 - Supplies	\$ 7,200	\$ 8,250	\$ 15,450
5300 - Services	\$ 204,766	\$ 837,400	\$ 1,042,166
5400- Capital	\$ 8,000	\$ 83,300	\$ 91,300
Total Expense Budget	\$ 4,425,084	\$ 2,176,750	\$ 6,601,834

Prepared by: Pat Roller

Original Dated: August 16, 2011

Updated: January 5, 2012 per County proposal

Updated: January 17, 2012 after discussion w/Jolie Walker

Updated: January 26, 2012 after email from Jolie Walker

Updated: January 31, 2012 after meeting w/radio group

\*\*Updated: May 17, 2012 per understanding w/County

(Mayor, Comm Brown mtg 5/3/12)

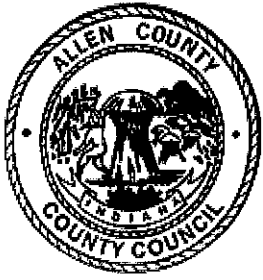
ALLEN COUNTY  
 FINANCIAL REPORT FOR  
**ALLEN COUNTY STATEWIDE 911**  
 June 30, 2012

July 26, 2012 Meeting

Fund - 727

Department - Commissioners

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/12	0		0
<b>ESTIMATED REVENUES FOR 2012:</b>		<b>ACTUAL REVENUES TO DATE:</b>	
Transfer from 911 and 911 Wireless Funds	4,814,166	Percentage of Collections:	4,814,166
911 Fees	971,795		
	5,785,961	Total Percentage of Collections	4,814,166
<b>TOTAL ESTIMATED CASH:</b>	5,785,961	<b>ACTUAL CASH YEAR TO DATE:</b>	4,814,166
<b>ESTIMATED DISBURSEMENTS:</b>		<b>ACTUAL DISBURSEMENTS:</b>	
2012 Budget	0		0
2011 Encumbrances	0		
Additional Appropriations			
<b>TOTAL BUDGETED APPROPRIATION</b>	0	Percentage of Disbursements	0
 <b>AMOUNT LEFT FOR APPROPRIATION</b>	5,785,961	 <b>REMAINING CASH BALANCE YTD:</b>	4,814,166
 <b>FOR CONSIDERATION TODAY:</b>			
<b>APPROPRIATIONS</b>	1,387,598		
<b>UNAPPROPRIATIONS</b>			



## COUNTY COUNCIL

### ADDITIONAL APPROPRIATION REQUEST FROM THE GENERAL FUND:

---

DEPARTMENT: Homeland Security  
LINE ITEM NUMBER: 100-4801-429.various  
REQUESTED AMOUNT: \$ 36,220.00

FOR LINE ITEM UNDER CONSIDERATION, YTD EXPENDITURES & ANTICIPATED EXPENDITURES:

WAS THIS INCLUDED IN THE ANNUAL BUDGET REQUEST? IF NOT, WHY NOT?  
No. City of Fort Wayne paid these costs when the office was combined

HOW WILL THIS APPROPRIATION BE USED?  
Continue operating the office and equipment assigned to it.

SPECIFIC COST OF ITEM AND HOW WAS THIS COST DETERMINED?  
Each line is consistent within its historical norm.

HOW DOES THIS FIT INTO THE STRATEGIC PLAN?  
Helps to ensure accomplishment of our supporting goals and objectives.

WAS THIS A PART OF THE STRATEGIC PLAN? IF NOT, WHY NOT?  
Yes, but these costs were covered by the City of Fort Wayne.

IS THIS A RECURRING EXPENSE? Yes (less the \$4,400 one-time costs)

WILL OTHER EXPENDITURES BE NECESSARY?  
Not at this time

DISCUSSED WITH LIAISON? Yes

LIAISON'S NAME: Councilman Bob Armstrong

Updated 6/12/12

Allen County Emergency Management  
**Additional Appropriations Needed for 2012**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2012 Adjusted Budget	Additional Appropriation Needed	One-Time Appropriation Needed
<b>COUNTY GENERAL FUND</b>				
HOMELAND SECURITY				
100-4801-429.12-01	FICA	*12,674		
100-4801-429.12-02	PERF	*11,997		
100-4801-429.13-01	DIRECTOR	*80,000	25,000	
100-4801-429.13-02	ASSISTANT DIRECTOR I	50,006		
100-4801-429.19-01	PLANNING COORDINATOR	39,938		
* 100 SERIES - SALARIES		*194,615	25,000	
100-4801-429.21-01	GENERAL SUPPLIES	1,650	750	800
100-4801-429.21-03	STATIONARY & PRINTING	250		150
100-4801-429.22-01	GASOLINE, OIL & LUB	4,400	3,500	
100-4801-429.22-11	GARAGE & MOTOR	1,550	1,000	2,050
* 200 SERIES - SUPPLIES		7,850	5,250	3,000
100-4801-429.32-02	POSTAGE	0		
100-4801-429.32-03	TRAVEL	1,400	400	
100-4801-429.32-04	TELEPHONE	1,100	420	
100-4801-429.33-04	Advertising	0		1,400
100-4801-429.34-07	AUTOMOBILE INSURANCE	1,650	750	
100-4801-429.35-99	UTILITIES (AEP)	320		
100-4801-429.36-07	MAINTENANCE AGREEMENT	10,692		
* 300 SERIES - SERVICES		15,162	1,570	1,400
**** COUNTY GENERAL FUND		217,627	31,820	4,400
<b>Total Appropriations Requested:</b>			<b>\$36,220.00</b>	

State reimbursement payment: \$44,654.00\*

Balance Remaining: \$8,434.00

\*estimated reimbursement is for Director's salary only, total reimbursement received in 2012 is \$86,939.00

**AMENDED SALARY ORDINANCE**

**2012**

Consideration of a salary ordinance amending the pay for an employee within the budget of Allen County Juvenile Center 100-5502-421

<b>TITLE</b>	<b>APPROP</b>	<b>CLASSIFICATION FROM/TO</b>	<b>SALARY FROM/TO</b>
Mental Health Counselor	17-12	EXEC PAT 4/2	\$46,822 \$42,601

**WHEREAS:** The Allen County Council is apprised of the need to amend the salary ordinance for the Mental Health Counselor and is in concurrence with this need.

**NOW THEREFORE: BE IT ORDAINED BY THE ALLEN COUNTY COUNCIL:**

**SECTION 1.** The salary, wages and other compensation paid this position within the budget of Allen County Juvenile Center is established as described above.

**THIS ORDINANCE READ, CONSIDERED AND ADOPTED BY THE MEMBERS OF THE ALLEN COUNTY COUNCIL ON THE 26<sup>th</sup> DAY OF JULY, 2012.**

**MEMBERS OF THE ALLEN COUNTY COUNCIL**

**AYE**

**NAY**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**ATTEST:** \_\_\_\_\_  
**TERA K. KLUTZ, ALLEN COUNTY AUDITOR  
SECRETARY, EX-OFFICIO**





# Allen County Job Descriptions

## MENTAL HEALTH COUNSELOR

---

Department: Allen County Juvenile Center-Diagnostics  
Classification/Level: PAT IV

FLSA Status: Non-exempt  
Date Last Reviewed: 6/12

---

Under the direction of the Psychologist, the Mental Health Counselor assesses juveniles who are detained and completes court ordered mental health and substance abuse assessments. This is an employee-at-will.

### **ESSENTIAL FUNCTIONS:**

- Responsible for interviewing and documenting information for individuals who have elevated scores on the MAYSI-2.
- Interviews, tests and documents information for individuals who are court ordered to have a mental health and substance abuse assessments including a diagnostic test.
- Scores and provides interpretation of diagnostic tests.
- Facilitates Mental Health Groups with the individual units. Visits individuals and documents information on those who request to see a counselor.
- Visits and documents the status of individuals on shift leaders list daily.
- Reviews individuals who are on smock and blanket and document information as to if they are to remain on smock and blanket or be removed from smock and blanket.
- Reports abuse to Department of Child Services.
- Enters data and information into the computer.
- Trains and monitors all Bachelor and Master Level interns that come to our facility as part of their education.
- Facilitate admissions to psychiatric facilities if deemed appropriate.
- Schedules and completes court ordered assessments with individuals released home on the Detention Alternative Program (DAP).
- Performs all other duties as assigned.

### **REQUIREMENTS:**

- Masters Degree in Mental Health Counseling, Social Work, Marriage and Family Therapy, Psychology or related field and three years experience working in a clinical practice. Previous experience working in a correctional, detention or residential treatment setting preferred
- Must be 21 years of age
- Knowledge of juvenile justice, juvenile code and the policies and procedures of juvenile residential and detention facilities
- Knowledge and the ability to assess cases of mental illness, chemical dependency, substance abuse, potential suicide, physical abuse, sexual abuse and neglect
- Knowledge of and the ability to make practical application of agency policies and procedures, state licensing requirements, American Corrections Association Standards, universal precautions, CPR and First Aid, PRT, conflict resolution and behavior and crisis management

**REQUIREMENTS (continued):**

- Ability to develop and contribute to effective programming for the juvenile during his/her stay in detention
- Strong written and verbal communication skills
- Ability to work alone with minimum supervision and with others in a team environment
- Ability to multi-task, often under time pressure
- Ability to respond swiftly, rationally and decisively to emergency situations, despite possibility of exposure to violent/irate individuals and situations involving potential physical harm to self and others
- Ability to comply with all employer and department policies and work rules, including, but not limited to attendance, safety, drug-free workplace and personal conduct
- Ability to maintain confidentiality to department information and records according to state requirements
- Strong computer skills including the ability to use Microsoft Office and other job related software
- Ability to occasionally work extended hours and weekends

**DIFFICULTY OF WORK:**

The Mental Health Counselor performs work that is broad in scope and of great intricacy involving many complex variables when assessing and interviewing juveniles. Judgment is needed in complex situations.

**RESPONSIBILITY:**

The Mental Health Counselor provides substantial contribution when facilitating Mental Health Groups and documenting information. Work is reviewed for soundness of judgment and conclusions.

**PERSONAL WORK RELATIONSHIPS:**

The Mental Health Counselor maintains frequent contact with other County employees, interns, juveniles and their families concerning mental health and substance abuse assessments.

**WORKING CONDITIONS:**

The Mental Health Counselor works in a maximum security juvenile detention center with the ability to move around with frequent sitting requiring some lifting up to twenty pounds and some bending and reaching over head and also requiring very frequent typing and proofreading with frequent attention to detail and monitoring of equipment.

**SUPERVISION:**

None

**LICENSING:**

None

**IMMEDIATE SUPERVISOR:**

Psychologist

**HOURS:**

8:00 am – 5:00 pm and as needed including the ability to be on-call and weekends, 40 hours

**EEO CATEGORY:**

1102

**WORKERS'S COMP CODE:**

8833

I agree that the contents of this job description are a fair and accurate representation of the duties of this position being described.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## COUNTY COUNCIL

### ADDITIONAL APPROPRIATION REQUEST FROM FUNDS OTHER THAN THE GENERAL FUND:

---

---

DEPARTMENT: Department of Health

LINE ITEM NUMBER: 285-73-01 AMOUNT REQUESTED: \$ 26,775

CURRENT FUND BALANCE: \$2,222,932

EXPECTED ANNUAL REVENUE: \$1,076,243

IS REVENUE ON PACE TO MEET EXPECTATIONS? Yes

STATUTORY GUIDELINES:

HOW WILL THIS APPROPRIATION BE USED?

\$23,300 Salaries, \$1,785 FICA, \$1,690 PERF (This is to cover the costs associated with the change in classifications for positions as recommended by Human Resources. The entire department was reviewed by HR.)

SPECIFIC COST OF ITEM AND HOW WAS THIS COST DETERMINED?

Exact cost for remainder of 2012

HOW DOES THIS FIT INTO THE STRATEGIC PLAN?

N/A

WAS THIS A PART OF THE STRATEGIC PLAN? IF NOT, WHY NOT?

N/A -- this is part of the county's 3-year classification review project and the timing was not known at budget time in 2012.

IS THIS A RECURRING EXPENSE? yes

WILL OTHER EXPENDITURES BE NECESSARY?

Will be incorporated into the 2013 budget allocation as prioritized.

DISCUSSED WITH LIAISON? YES

LIAISON'S NAME: Darren Vogt

			<b>Salaries</b>	<b>FICA</b>	<b>PERF</b>
Dr. McMahan	285-73-01	441-13-01	\$4,473.00	D.O.H. 285-73-01 441-12-01 \$1,785.00	D.O.H. 285-73-01 441-12-02 \$1,690.00
M. Waldron	285-73-01	441-13-03	\$4,851.00		
A. Hesting	285-73-01	441-13-32	\$3,743.00		
K. Gephart	285-73-01	441-13-05	\$2,575.00		
R. Feldheiser-Keys	285-73-01	441-13-90	\$1,435.00		
P. Budzon	285-73-01	441-13-94	\$1,315.00		
Extra Deputy Hire	285-73-01	441-11-03	\$4,908.00		
<b>Salaries</b>			\$23,300.00	<b>FICA</b>	<b>PERF</b>
				\$1,785.00	\$1,690.00



## COUNTY COUNCIL

### ADDITIONAL APPROPRIATION REQUEST FROM FUNDS OTHER THAN THE GENERAL FUND:

---

DEPARTMENT: Department of Health

LINE ITEM NUMBER: 285-73-01 441-31-13 AMOUNT REQUESTED: \$ 21,250

CURRENT FUND BALANCE: \$2,222,932

EXPECTED ANNUAL REVENUE: \$1,076,243

IS REVENUE ON PACE TO MEET EXPECTATIONS? Yes

STATUTORY GUIDELINES:

HOW WILL THIS APPROPRIATION BE USED?

This is a reimbursement (this is the second one of two for 2012) for complying with the tasks associated with "Meaningful Use" which is a federal requirement for use of Electronic Medical Records and Medicaid/Medicare usage. It will be utilized to cover monthly software and hardware costs as well as other associated IT costs.

SPECIFIC COST OF ITEM AND HOW WAS THIS COST DETERMINED?

The reimbursement amount is a federally set amount per medical provider.

HOW DOES THIS FIT INTO THE STRATEGIC PLAN?

N/A

WAS THIS A PART OF THE STRATEGIC PLAN? IF NOT, WHY NOT?

N/A

IS THIS A RECURRING EXPENSE? Yes

WILL OTHER EXPENDITURES BE NECESSARY?

YES. We hope the reimbursement amounts will cover the required costs to maintain the required system.

DISCUSSED WITH LIAISON? Yes

LIAISON'S NAME: Darren Vogt

**SALARY ORDINANCE**

**2012**

Consideration of a salary ordinance establishing the pay for an employee within the budget of the Department of Health 790-7320-441

<b>TITLE</b>	<b>APPROP</b>	<b>CLASSIFICATION</b>	<b>SALARY</b>
Environmental Health Specialist 1	14-25	PAT 3/2	\$35,490

**WHEREAS:** The Allen County Council is apprised of the need to amend the salary ordinance for the Environmental Health Specialist 1 and is in concurrence with this need.

**NOW THEREFORE: BE IT ORDAINED BY THE ALLEN COUNTY COUNCIL:**

**SECTION 1.** The salary, wages and other compensation paid this position within the budget of the Department of Health is established as described above.

**THIS ORDINANCE READ, CONSIDERED AND ADOPTED BY THE MEMBERS OF THE ALLEN COUNTY COUNCIL ON THE 26<sup>th</sup> DAY OF JULY, 2012.**

**MEMBERS OF THE ALLEN COUNTY COUNCIL**

**AYE**

**NAY**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**ATTEST:** \_\_\_\_\_  
**TERA K. KLUTZ, ALLEN COUNTY AUDITOR**  
**SECRETARY, EX-OFFICIO**

ALLEN COUNTY  
FINANCIAL REPORT FOR  
**Board of Health Fund**  
June 30, 2012

July 26, 2012 Meeting

Fund - 285

Department - Health

ESTIMATE

ACTUAL

CASH BALANCE AT 1/1/12 3,330,306

3,330,306

ESTIMATED REVENUES FOR 2012:

ACTUAL REVENUES TO DATE:

2012 Property Tax 2,255,282  
Less Circuit Breaker Credit (211,164)  
Total Property Taxes charged 2,044,118  
Less Allowance for Uncollected Property Tax (61,324)  
Miscellaneous 1,256,159  
3,238,953

Percentage of Collections:

54.26% 1,109,080

68.82% 864,436

Total Percentage of Collections 60.93% 1,973,516

TOTAL CASH & ESTIMATED REVENUES: 6,569,259

ACTUAL CASH YEAR TO DATE: 5,303,822

ESTIMATED DISBURSEMENTS:

ACTUAL DISBURSEMENTS:

2012 Budget 3,848,891  
2011 Encumbrances 259,981  
Additional Appropriations 236,303  
4,345,175

1,953,605

TOTAL BUDGETED APPROPRIATION 4,345,175

Percentage of Disbursements 44.96% 1,953,605

AMOUNT LEFT FOR APPROPRIATION 2,224,084

REMAINING CASH BALANCE YTD: 3,350,217

FOR CONSIDERATION TODAY:

APPROPRIATIONS 48,025

UNAPPROPRIATIONS



ALLEN COUNTY  
 FINANCIAL REPORT FOR  
**LOCAL HEALTH MAINTENANCE**  
 June 30, 2012

July 26, 2012 Meeting

Fund - 286

Dept - Health

ESTIMATE

ACTUAL

CASH BALANCE AT 1/1/12	373,398			373,398
ESTIMATED REVENUES FOR 2012:		ACTUAL REVENUES TO DATE:		
Miscellaneous	150,000	Percentage of Collections:		
	<u>150,000</u>	52.41%	<u>78,615</u>	
		Total Percentage of Collections	52.41%	78,615
TOTAL ESTIMATED CASH:	523,398	ACTUAL CASH YEAR TO DATE:		452,013
ESTIMATED DISBURSEMENTS:		ACTUAL DISBURSEMENTS:		
2012 Budget	158,400			62,489
2011 Encumbrances	0			
Additional Appropriations	<u>          </u>			<u>          </u>
TOTAL BUDGETED APPROPRIATION	158,400	Percentage of Disbursements	39.45%	62,489
AMOUNT LEFT FOR APPROPRIATION	<u><u>364,998</u></u>	REMAINING CASH BALANCE YTD:		<u><u>389,524</u></u>
FOR CONSIDERATION TODAY:				
APPROPRIATIONS	28,692			
UNAPPROPRIATIONS				

**SALARY ORDINANCE**

**2012**

Consideration of a salary ordinance establishing the pay for an employee within the budget of the Department of Health from 286-7301-441

<b>TITLE</b>	<b>APPROP FROM/TO</b>	<b>CLASSIFICATION</b>	<b>SALARY</b>
Environmental Health Specialist	13-40	PAT 3/2	\$35,490

**WHEREAS:** The Allen County Council is apprised of the need to amend the salary ordinance for the Environmental Health Specialist and is in concurrence with this need.

**NOW THEREFORE: BE IT ORDAINED BY THE ALLEN COUNTY COUNCIL:**

**SECTION 1.** The salary, wages and other compensation paid this position within the budget of the Department of Health is established as described above.

**THIS ORDINANCE READ, CONSIDERED AND ADOPTED BY THE MEMBERS OF THE ALLEN COUNTY COUNCIL ON THE 26<sup>th</sup> DAY OF JULY, 2012.**

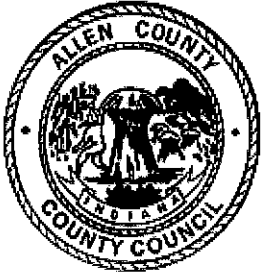
**MEMBERS OF THE ALLEN COUNTY COUNCIL**

**AYE**

**NAY**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**ATTEST:** \_\_\_\_\_  
**TERA K. KLUTZ, ALLEN COUNTY AUDITOR**  
**SECRETARY, EX-OFFICIO**



## COUNTY COUNCIL

### ADDITIONAL APPROPRIATION REQUEST FROM FUNDS OTHER THAN THE GENERAL FUND:

---

DEPARTMENT: Dept. of Health/Local Health Maintenance Fund 286-73-01 **441 1340**

LINE ITEM NUMBER: Salary & Benefit lines AMOUNT REQUESTED: \$ 28,692

CURRENT FUND BALANCE: \$387,348

EXPECTED ANNUAL REVENUE: \$156,647 (\$85,000 Permit fees + \$71,647 LHMF)

IS REVENUE ON PACE TO MEET EXPECTATIONS? Yes

STATUTORY GUIDELINES: N/A

HOW WILL THIS APPROPRIATION BE USED?  
This will be used to fund 1 existing full-time food inspector. We are simply moving the existing position to this fund.

SPECIFIC COST OF ITEM AND HOW WAS THIS COST DETERMINED?  
\$21,840 wages, \$1,671 FICA, \$1,584 PERF, \$3,545 Gr.Hlth., \$44 Gr. Life, \$7.60 STD (This is just salary package.)

HOW DOES THIS FIT INTO THE STRATEGIC PLAN?  
To work within our existing funding, we are moving one position to this fund to allow for the creation of a new Nurse position (already approved by Council in June) -- but doing so within the existing budget vs. needing new appropriations.

WAS THIS A PART OF THE STRATEGIC PLAN? IF NOT, WHY NOT?  
Efficiency in utilization of our resources and meeting the demands of the services needed/required.

IS THIS A RECURRING EXPENSE? Yes, but will be included in the LHMF 2013 budget.

WILL OTHER EXPENDITURES BE NECESSARY?  
Likely not.

DISCUSSED WITH LIAISON? YES

LIAISON'S NAME: Darren Vogt

**Becky Butler**

---

**From:** Krystal Masterson <kmasterson@beersmallers.com>  
**Sent:** Tuesday, July 17, 2012 8:23 AM  
**To:** Becky Butler  
**Cc:** Peter G. Mallers  
**Subject:** Allen County Public Library Bond Refunding

Becky:

Thank you for allowing me an opportunity to present to the Allen County Council the Allen County Public Library's proposal to refinance a portion of the bond financing issued in conjunction with the Library's capital project.

The specific proposal at this time is for the Allen County Public Library Building Corporation, which owns the real estate, to redeem the 2003 first mortgage bonds in the original principal amount of \$12,480,000 in order to effect a savings, which will result in a reduction of lease rental payable by the Library.

Ind. Code § 5-1-5-15 provides that an issuing body and the lessee of property (in both instances the Library) may enter into an amendment of its lease in order to provide for a reduction in the amount of rent. In fact, this is what will occur upon the refunding of the subject first mortgage bonds. However, Ind. Code § 6-1.1-17-20.5 requires that the County Council approve the Library amending its lease in connection with the issuance of the refunding bonds. I will bring with me to the July 26<sup>th</sup> Council meeting the proposed resolution for signature.

Thank you for your attention to this.

Pete

***This message is being sent on behalf of Peter G. Mallers***

***(Please respond to [pgmallers@beersmallers.com](mailto:pgmallers@beersmallers.com))***

**KRYSTAL A. MASTERSON**  
LEGAL ASSISTANT TO PETER G. MALLERS & ADAM M. HENRY

**BEERS MALLERS BACKS & SALIN, LLP**  
ATTORNEYS AT LAW  
110 W. Berry Street, Suite 1100  
Fort Wayne, Indiana 46802  
T: 260.426.9706  
F: 260.420.1314  
Email: [kmasterson@beersmallers.com](mailto:kmasterson@beersmallers.com)

---

**CONFIDENTIALITY NOTICE:** This e-mail transmission and any attachment hereto contains information from the law firm of BEERS MALLERS BACKS & SALIN, LLP that may be an attorney-client communication and/or work product and as such is/are privileged and confidential. The information is intended for the sole use of the individual or entity to which it is addressed. If you are not the intended recipient, or an agent responsible for delivering it to the intended recipient, your use, dissemination, forwarding, printing or copying of this information is prohibited. If you have received this e-mail in error, please notify us immediately by e-mail, and delete the original message.