

**ALLEN COUNTY COUNCIL MEETING AGENDA  
THURSDAY, APRIL 16, 2015  
8:30 AM**

**CALL TO ORDER:** PRESIDENT, TOM HARRIS

**APPROVAL OF MINUTES:** MARCH 19, 2015

**FINANCIAL REPORT:** AUDITOR, TERA KLUTZ

<b>UNEMPLOYMENT RATE:</b>		January	February
	Allen County	6.6%	5.9%
	Indiana	6.7%	6.1%
	Illinois	6.9%	6.5%
	Michigan	6.6%	5.8%
	Ohio	6.1%	5.6%
	National	6.1%	5.8%

**TOTAL APPROPRIATIONS REQUESTED IN OTHER FUNDS:** \$6,457

**DEPARTMENT 05 - SHERIFF** Harris/B Brown

Request permission to apply for the Drug and Alcohol Consortium Grant to purchase in-car cameras.

Request permission to apply for the SCAAP Grant for expenses for housing criminal aliens.

**DEPARTMENT 08 - PROSECUTOR** B Brown

Request permission to apply for the Drug and Alcohol Consortium Grant to purchase equipment for the second OWI testing room.

**DEPARTMENT 16 - WAYNE TWP ASSESSOR** Tucker

**TRANSFER IN COUNTY GENERAL FUND:**

**FROM:**

1.	100-1601-419.13-87	REAL ESTATE APPR DEPUTY	\$3,000
2.	100-1601-419.13-94	REAL ESTATE APPR DEPUTY	\$1,000
			\$4,000

**TO:**

3.	100-1601-419.39-70	SCHOOLS & SEMINARS	\$4,000
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**DEPARTMENT 55 - ACJC**

Buskirk/Tucker

**APPROPRIATION IN SUPPLEMENTAL EDUCATION FUND 848:**

848-5501-421.21-01 SUPPLIES \$4,270

Consideration of an amended salary ordinance changing the Budget Analyst, PAT 5/2, \$49,687 to Director of Budget and Technology, PAT 6/2, \$56,391.

**DEPARTMENT 62 - SUPERIOR COURT**

Benz

Consideration of a salary ordinance establishing the pay for a Extra Deputy Hire with a range of \$10 to \$25 per hour.

Request permission to apply for the Court Interpreter Grant through the Indiana Supreme Court.

**DEPARTMENT 90 - COMMUNITY CORRECTIONS**

Harris

**APPROPRIATION IN ACCC COMMISSARY DEPOSITORY ACCOUNT FUND 832:**

1. 832-9001-423.29-99 OTHER SUPPLIES \$2,187

**TRANSFER IN ACCC COMMISSARY DEPOSITORY ACCOUNT FUND 832:**

**FROM:**

2. 832-9001-423.29-99 OTHER SUPPLIES \$6,317

**TO:**

3. 832-9001-423.37-03 RENT/LEASE \$6,317

**DEPARTMENT 285 - HEALTH DEPARTMENT**

Benz

Consideration of a salary ordinance reclassifying the Environmental Health Specialist 1, PAT 4/2 at \$42,383 to PAT 3/2 at \$37,662.

**DEPARTMENT 37 - DPS**

Buskirk

Consideration of a salary ordinance amending the pay for an Economic Development Specialist, PAT 4/2, \$45,208 to PAT 5/2 at \$49,687.

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

Update on the joint City/County Council Committee discussion regarding vacant building and 20-year personal property tax phase-ins.

Election Board to discuss Electronic Poll Books and Voting Machines

**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 April 16, 2015.

The next County Council regular meeting will be held at 8:30 am Thursday, May 28, 2015 in the Discussion Room of Citizens Square.

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. Berry Street, Suite 380, Fort Wayne, In. 46802 or by phone at (260)449-7217.

ALLEN COUNTY  
FINANCIAL REPORT FOR  
**COUNTY GENERAL FUND**  
March 31, 2015

April 16, 2015      **Meeting**

**Fund - 100**

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/15	10,068,932		10,068,932
<b>ESTIMATED REVENUES FOR 2015:</b>			<b>ACTUAL REVENUES TO DATE:</b>
2015 Property Tax	60,626,758		0.00%
Less Circuit Breaker Credit	<u>(7,147,412)</u>		
Total Property Taxes charged	53,479,346		0.00%
Less Allowance for Uncollected Property Tax	(1,069,587)		
Miscellaneous	<u>19,573,190</u>		24.62% <u>4,818,612</u>
	71,982,949	Total Percentage of Collections	6.69%    4,818,612
TOTAL CASH & <b>ESTIMATED</b> REVENUES:	82,051,881	<b>ACTUAL CASH YEAR TO DATE:</b>	14,887,544
<b>ESTIMATED DISBURSEMENTS:</b>		<b>ACTUAL DISBURSEMENTS:</b>	
2015 Budget	73,276,127		15,813,390
2014 Encumbrances	696,251		
Additional Appropriations	77,426		
	<u>74,049,804</u>	Percentage of Disbursements	21.36%    15,813,390
TOTAL BUDGETED APPROPRIATION	74,049,804		
Replenish Cash Reserve	(3,000,000)		
Capital Expenses	(1,600,000)	Rainy Day Fund Cash Flow Loan	6,500,000
AMOUNT LEFT FOR APPROPRIATION	<u><u>3,402,077</u></u>	<b>ACTUAL CASH BALANCE YTD:</b>	<u><u>5,574,155</u></u>
FOR CONSIDERATION TODAY:			
<b>APPROPRIATIONS</b>			

# County General Miscellaneous Revenue Explanations

March 2015

25% of Year Elapsed

Revenue Source	Annual Estimate	Percent	Actual	Explanation
<b>OTHER TAXES:</b>				
Financial Institutions Tax	252,910	0.00%	0	Two equal installments June and December.
Vehicle License Excise Tax	3,840,709	0.00%	0	Distributed April, June, October & December
Commercial Vehicle Excise Tax	362,183	0.00%	0	Two equal installments June 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	335,000	24.93%	83,524	Received Quarterly
Emerg Prep/Civil Def-Fed Match	90,535	0.00%	0	Received 1x per yr
Care of Federal Prisoners	1,600,000	21.03%	336,428	Varies monthly depending on prisoners
ACJC/Trans Child Care	230,000	21.70%	49,906	Per Diem fees received monthly, except out-of-county contracts pay full year in first quarter
Youth Serv/Regular Child Care	350,000	30.32%	106,132	Varies monthly depending on youths housed
Liquor Excise Tax Dist-ABC	20,000	53.88%	10,775	Two Distributions per year
Inheritance Tax-County Share	0	0.00%	11,347	Received Quarterly-Law repealed effective 1/1/13
Public Defender Reimbursement	1,203,483	23.33%	280,726	Received Quarterly
Examination of Records	30,000	0.00%	0	Two Distributions per year
SSI Payments	45,000	42.67%	19,200	Receive monthly from Social Security Admin
<b>LICENSES AND PERMITS:</b>				
Department of Planning	660,000	27.64%	182,401	Collections deposited monthly
Building Department	1,525,000	33.09%	504,657	Collections deposited monthly
Cable Franchise License Fees	392,700	23.94%	94,018	Paid Quarterly from Cable Vendors
<b>CHARGES FOR SERVICES:</b>				
Treasurer	200,000	1.56%	3,117	Tax Sale Fees receipted with December Settlement
Recorder	900,000	21.56%	194,064	Collections deposited monthly
Sheriff	1,350,000	33.02%	445,704	Made up of different fees, including tax warrants at 3/31 \$28,075.55.
Surveyor	100,000	23.72%	23,721	Summer months usually yield higher collections
Auditor	406,500	272.97%	1,109,635	Copy, Notary, Payroll Processing fees and Ineligible Deductions Fund annual transfer of unused balance in the amount of \$1,108,164.00.

# County General Miscellaneous Revenue Explanations

March 2015

25% of Year Elapsed

Revenue Source	Annual Estimate	Percent	Actual	Explanation
Data Processing	300,000	43.66%	130,965	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
N.I.R.C.C.	700,000	52.04%	364,267	Reimbursed from Feds as it is spent and invoiced
Clerk	1,200,000	31.09%	373,055	Collections deposited monthly
<b>MISCELLANEOUS REVENUE:</b>				
Child Support Exp Budget Reimb	1,456,000	13.47%	196,166	Reimbursed from State as it is spent and invoiced
Election Expense Reimburse	445,712	0.00%	0	
Reimbursements	40,000	91.54%	36,615	Miscellaneous Reimbursements, i.e. Commissary part-time salaries
Copy Machine Charges	150	4.67%	7	All other Departments copy fee charges
Telephone Reimbursement	2,000	24.03%	481	Payphone commissions
Interest	145,000	46.53%	67,473	Received monthly
Rental of County Property	350,000	24.30%	85,038	Received monthly.
Co. Misc. - Non-identified Rev	149,000	71.51%	106,552	Miscellaneous one time revenue
<b>OTHER FINANCING SOURCES:</b>				
Sale of Real & Personal Property	50,000	5.03%	2,517	Proceeds from sale of county owned property
Unclaimed Surplus Tax	200,000	0.06%	124	Unclaimed Surplus is moved to General Fund in December of each year.
Property Tax Refund Reimb	200,000	0.00%	0	County is reimbursed from units at Settlement for tax refunds paid throughout the year.
<b>TOTAL</b>	19,573,190	24.62%	4,818,612	
Less Property Tax Refunds				Eliminate refunds above the estimated revenue to calculate a more accurate picture of collection rate.
<b>Total Miscellaneous Collections</b>	<b>19,573,190</b>	<b>24.62%</b>	<b>4,818,612</b>	

ALLEN COUNTY  
FINANCIAL REPORT FOR  
**COIT Public Safety**  
March 31, 2015

April 16, 2015      **Meeting**

**Fund - 120**

	<u>ESTIMATE</u>		<u>ACTUAL</u>	
CASH BALANCE AT 1/1/15	546,718			546,718
<b>ESTIMATED REVENUES FOR 2015:</b>			<b>ACTUAL REVENUES TO DATE:</b>	
			Percentage of Collections:	
COIT Public Safety distributive shares	2,898,088		25.01%	724,759
Miscellaneous				
	2,898,088		Total Percentage of Collections	25.01%      724,759
TOTAL CASH & <b>ESTIMATED</b> REVENUES:	3,444,806		<b>ACTUAL CASH YEAR TO DATE:</b>	1,271,476
<b>ESTIMATED DISBURSEMENTS:</b>			<b>ACTUAL DISBURSEMENTS:</b>	
2015 Budget	2,897,147			243,260
Additional Appropriations				
	2,897,147		Percentage of Disbursements	8.40%      243,260
TOTAL BUDGETED APPROPRIATION	2,897,147			
AMOUNT LEFT FOR APPROPRIATION	547,659		<b>ACTUAL CASH BALANCE YTD:</b>	1,028,217
FOR CONSIDERATION TODAY:				
<b>APPROPRIATIONS</b>				

ALLEN COUNTY  
FINANCIAL REPORT FOR  
**COIT DISTRIBUTIVE SHARES**  
March 31, 2015

April 16, 2015      **Meeting**

**Fund - 121**

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/15	646,414		646,414
<b>ESTIMATED REVENUES FOR 2015:</b>		<b>ACTUAL REVENUES TO DATE:</b>	
COIT distributive shares	14,227,196	Percentage of Collections:	
Miscellaneous	223,000	25.00%    3,556,799	3,556,799
	<hr/>	47,745	<hr/>
	14,450,196	Total Percentage of Collections	24.94%    3,604,544
TOTAL CASH & <b>ESTIMATED</b> REVENUES:	15,096,610	<b>ACTUAL CASH YEAR TO DATE:</b>	4,250,958
<b>ESTIMATED DISBURSEMENTS:</b>		<b>ACTUAL DISBURSEMENTS:</b>	
2015 Budget	14,515,195		3,648,486
2014 Encumbrances	9,192		
Additional Appropriations			
	<hr/>		<hr/>
TOTAL BUDGETED APPROPRIATION	14,524,387	Percentage of Disbursements	25.12%    3,648,486
AMOUNT LEFT FOR APPROPRIATION	<u><u>572,223</u></u>	<b>ACTUAL CASH BALANCE YTD:</b>	<u><u>602,472</u></u>
FOR CONSIDERATION TODAY:			
<b>APPROPRIATIONS</b>			



ALLEN COUNTY  
FINANCIAL REPORT  
**HIGHWAY FUND**  
March 31, 2015

April 16, 2015      **Meeting**

**Fund - 250**

**Department - Highway**

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/15	5,577,736		5,577,736
<b>ESTIMATED REVENUES FOR 2015:</b>			<b>ACTUAL REVENUES TO DATE:</b>
			Percentage of Collections:
Sur Tax Distribution	1,982,670		20.76%    411,561
Wheel Tax Distribution	410,570		27.56%    113,155
Highway Fees	441,000		15.87%    69,965
MVH State Distribution	7,744,025		25.70%    1,989,889
Miscellaneous/Other	<u>156,000</u>		66.83% <u>104,258</u>
	10,734,265		Total Percentage of Collections    25.05%    2,688,828
TOTAL CASH & <b>ESTIMATED</b> REVENUES:	16,312,001		<b>ACTUAL CASH YEAR TO DATE:</b> 8,266,564
<b>ESTIMATED DISBURSEMENTS:</b>			<b>ACTUAL DISBURSEMENTS:</b>
2015 Budget	10,773,789		2,797,388
2014 Encumbrances	3,429,354		
Additional Appropriations	<u>1,608,858</u>		<u>                  </u>
TOTAL BUDGETED APPROPRIATION	15,812,001		Percentage of Disbursements    17.69%    2,797,388
AMOUNT LEFT FOR APPROPRIATION	<u><u>500,000</u></u>		REMAINING CASH BALANCE YTD: <u><u>5,469,176</u></u>

FOR CONSIDERATION TODAY:

**APPROPRIATIONS**  
**UNAPPROPRIATIONS**

ALLEN COUNTY  
FINANCIAL REPORT FOR  
**Sur/Wheel Tax Bridge Fund**  
March 31, 2015

April 16, 2015

**Meeting**

**Fund - 252**

**Department - Highway**

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/15	3,748,725		3,748,725
<b>ESTIMATED REVENUES FOR 2015:</b>			<b>ACTUAL REVENUES TO DATE:</b>
			Percentage of Collections:
Interlocal Agreements	1,495,972		16.72% 250,075
Miscellaneous	<u>30,000</u>		125.62% <u>37,685</u>
	1,525,972		Total Percentage of Collections 18.86% 287,760
TOTAL <b>ESTIMATED</b> CASH:	5,274,697		<b>ACTUAL</b> CASH YEAR TO DATE: 4,036,485
<b>ESTIMATED DISBURSEMENTS:</b>			<b>ACTUAL DISBURSEMENTS:</b>
2015 Budget	1,495,972		199,215
2014 Encumbrances	3,768,982		
Additional Appropriations	<u>                    </u>		<u>                    </u>
TOTAL BUDGETED APPROPRIATION	5,264,954		Percentage of Disbursements 3.78% 199,215
AMOUNT LEFT FOR APPROPRIATION	<u><u>9,743</u></u>		<b>REMAINING CASH BALANCE YTD:</b> <u><u>3,837,270</u></u>

FOR CONSIDERATION TODAY:

**APPROPRIATIONS**  
**UNAPPROPRIATIONS**

ALLEN COUNTY  
FINANCIAL REPORT  
**LOCAL ROAD AND STREET**  
March 31, 2015

April 16, 2015      **Meeting**

**Fund - 255**

**Department - Highway**

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/15	2,163,308		2,163,308
<b>ESTIMATED REVENUES FOR 2015:</b>			<b>ACTUAL REVENUES TO DATE:</b>
			Percentage of Collections:
LRS Distributions	1,396,514		27.35%    381,982
Federal Reimb/Misc	<u>100,000</u>		71.72% <u>71,722</u>
	1,496,514		Total Percentage of Collections    30.32%    453,704
<b>TOTAL ESTIMATED CASH:</b>	<b>3,659,822</b>		<b>ACTUAL CASH YEAR TO DATE:</b> 2,617,012
<b>ESTIMATED DISBURSEMENTS:</b>			<b>ACTUAL DISBURSEMENTS:</b>
2015 Budget	1,541,513		266,122
2014 Encumbrances	1,615,281		
Additional Appropriations	<u>                    </u>		<u>                    </u>
<b>TOTAL BUDGETED APPROPRIATION</b>	<b>3,156,794</b>		Percentage of Disbursements    8.43%    266,122
<b>AMOUNT LEFT FOR APPROPRIATION</b>	<b><u><u>503,028</u></u></b>		<b>REMAINING CASH BALANCE YTD:</b> <u><u>2,350,890</u></u>

FOR CONSIDERATION TODAY:

**APPROPRIATIONS**

**UNAPPROPRIATIONS**

ALLEN COUNTY  
FINANCIAL REPORT FOR  
**REASSESSMENT 2017**  
March 31, 2015

April 16, 2015      **Meeting**

**Fund - 261**

**Department - Co. Assessor**

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/15	696,678		696,678
<b>ESTIMATED REVENUES FOR 2015:</b>		<b>ACTUAL REVENUES TO DATE:</b>	
		Percentage of Collections:	
2015 Property Tax	518,518		0.00%
Less Circuit Breaker Credit	<u>(62,532)</u>		
Total Property Taxes charged	455,986		0.00%
Less Allowance for Uncollected Property Tax	(9,120)		
Miscellaneous	<u>40,109</u>		2.29% <u>918</u>
	486,975	Total Percentage of Collections	0.19%      918
TOTAL CASH & <b>ESTIMATED</b> REVENUES:	1,183,654	<b>ACTUAL CASH YEAR TO DATE:</b>	697,596
<b>ESTIMATED DISBURSEMENTS:</b>		<b>ACTUAL DISBURSEMENTS:</b>	
2015 Budget	595,009		79,047
2014 Encumbrances	0		
Additional Appropriations	<u>                    </u>		<u>                    </u>
TOTAL BUDGETED APPROPRIATION	595,009	Percentage of Disbursements	13.28%      79,047
AMOUNT LEFT FOR APPROPRIATION	<u><u>588,645</u></u>	REMAINING CASH BALANCE YTD:	<u><u>618,549</u></u>

FOR CONSIDERATION TODAY:

**APPROPRIATIONS**  
**UNAPPROPRIATIONS**

ALLEN COUNTY  
FINANCIAL REPORT  
**Cumulative Capital Development**  
March 31, 2015

April 16, 2015      **Meeting**

**Fund - 321**

**Dept - Commissioners**

	<u>ESTIMATE</u>		<u>ACTUAL</u>	
CASH BALANCE AT 1/1/15	4,916,287		4,916,287	
<b>ESTIMATED REVENUES FOR 2015:</b>				<b>ACTUAL REVENUES TO DATE:</b>
2015 Property Tax	2,659,068		0.00%	
Less Circuit Breaker Credit	<u>(322,040)</u>			
Total Property Taxes charged	2,337,028		0.00%	
Less Allowance for Uncollected Property Tax	(46,741)			
Miscellaneous	515,430		23.53%	121,282
	<u>2,805,717</u>			
TOTAL CASH & <b>ESTIMATED</b> REVENUES:	7,722,004			<b>ACTUAL</b> CASH YEAR TO DATE: 5,037,568
<b>ESTIMATED DISBURSEMENTS:</b>				<b>ACTUAL DISBURSEMENTS:</b>
2015 Budget	5,000,000		817,121	
2014 Encumbrances	1,172,232			
Additional Appropriations	<u>                    </u>			
TOTAL BUDGETED APPROPRIATION	6,172,232		13.24%	817,121
AMOUNT LEFT FOR APPROPRIATION	<u><u>1,549,773</u></u>			REMAINING CASH BALANCE YTD: <u><u>4,220,447</u></u>

FOR CONSIDERATION TODAY:

**APPROPRIATIONS**  
**UNAPPROPRIATIONS**

ALLEN COUNTY  
FINANCIAL REPORT  
**CEDIT**  
March 31, 2015

April 16, 2015      **Meeting**

**Fund - 329**

**Dept - Commissioners**

	<u>ESTIMATE</u>		<u>ACTUAL</u>	
CASH BALANCE AT 1/1/15	15,458,874			15,458,874
<b>ESTIMATED REVENUES FOR 2015:</b>			<b>ACTUAL REVENUES TO DATE:</b>	
			Percentage of Collections:	
CEDIT Tax	6,764,569		25.00%	1,691,142
Miscellaneous (Commissioners)				237,064
Federal/State Project Reimb-Highway	<u>1,000,000</u>		50.83%	<u>508,305</u>
	7,764,569		Total Percentage of Collections	31.38%    2,436,511
TOTAL CASH & <b>ESTIMATED REVENUES:</b>	23,223,443		<b>ACTUAL CASH YEAR TO DATE:</b>	17,895,384
<b>ESTIMATED DISBURSEMENTS:</b>			<b>ACTUAL DISBURSEMENTS:</b>	
2015 Budget, Encumbrances and Additional Appropriations:				
Highway	12,394,441			280,860
Planning	255,808			42,440
Commissioners	<u>7,472,609</u>			<u>35,000</u>
TOTAL BUDGETED APPROPRIATION	20,122,858		Percentage of Disbursements	1.78%    358,300
AMOUNT LEFT FOR APPROPRIATION	<u><u>3,100,585</u></u>		REMAINING CASH BALANCE YTD:	<u><u>17,537,084</u></u>

FOR CONSIDERATION TODAY:

**APPROPRIATIONS**  
**UNAPPROPRIATIONS**

ALLEN COUNTY  
FINANCIAL REPORT  
**MAJOR BRIDGE FUND**  
March 31, 2015

April 16, 2015      **Meeting**

**Fund - 340**

**Dept - Highway**

	<u>ESTIMATE</u>		<u>ACTUAL</u>	
CASH BALANCE AT 1/1/15	3,467,757			3,467,757
<b>ESTIMATED REVENUES FOR 2015:</b>				
2015 Property Tax	1,715,099			0.00%
Less Circuit Breaker Credit	<u>(201,666)</u>			
Total Property Taxes charged	1,513,433			0.00%
Less Allowance for Uncollected Property Tax	(30,269)			
Miscellaneous	<u>126,053</u>			9.45% <u>11,911</u>
	1,609,217			Total Percentage of Collections    0.74% <u>11,911</u>
<b>TOTAL CASH &amp; ESTIMATED REVENUES:</b>	5,076,974			<b>ACTUAL CASH YEAR TO DATE:</b> 3,479,668
<b>ESTIMATED DISBURSEMENTS:</b>				
2015 Budget	1,646,274			1,341,660
2014 Encumbrances	2,784,039			
Additional Appropriations	<u>                    </u>			<u>                    </u>
<b>TOTAL BUDGETED APPROPRIATION</b>	4,430,313			Percentage of Disbursements    30.28%    1,341,660
<b>AMOUNT LEFT FOR APPROPRIATION</b>	<u><u>646,662</u></u>			<b>REMAINING CASH BALANCE YTD:</b> <u><u>2,138,008</u></u>

FOR CONSIDERATION TODAY:

**APPROPRIATIONS**  
**UNAPPROPRIATIONS**

ALLEN COUNTY  
FINANCIAL REPORT FOR  
**Rainy Day Fund**  
March 31, 2015

April 16, 2015      **Meeting**

**Fund - 736**

**Department - Commissioners**

	<u>ESTIMATE</u>		<u>ACTUAL</u>	
CASH BALANCE AT 1/1/15	13,208,131			13,208,131
<b>ESTIMATED REVENUES FOR 2015:</b>				<b>ACTUAL REVENUES TO DATE:</b>
				Percentage of Collections:
Community Corrections loan repayment				17,852
Interest/Miscellaneous	16,000		75.98%	12,157
Highway loan repayment	320,000		100.00%	320,000
	<u>336,000</u>			<u>350,009</u>
			Total Percentage of Collections	104.17%
TOTAL CASH & <b>ESTIMATED</b> REVENUES:	13,544,131			<b>ACTUAL CASH YEAR TO DATE:</b> 13,558,140
<b>ESTIMATED DISBURSEMENTS:</b>				<b>ACTUAL DISBURSEMENTS:</b>
2015 Budget	0			
2014 Encumbrances				
Additional Appropriations	<u>1,700,000</u>			
TOTAL BUDGETED APPROPRIATION	1,700,000		Percentage of Disbursements	0
Temporary Loan to County General	(6,500,000)			(6,500,000)
AMOUNT LEFT FOR APPROPRIATION	<u><u>5,344,131</u></u>			<b>REMAINING CASH BALANCE YTD:</b> <u><u>7,058,140</u></u>
FOR CONSIDERATION TODAY:				
<b>APPROPRIATIONS</b>				
<b>UNAPPROPRIATIONS</b>				



**COUNTY COUNCIL GRANT APPROVAL CHECKLIST**

What is the Department/Agency applying for grant? Allen County Sheriff's Department

What kind of grant are you applying for? \_\_\_Federal \_\_\_State\_X Other

What is the total amount of funds you are applying for? \$30,330.00

What is the grant application deadline? 26-Mar-15

Is this a direct grant or a pass-through? Direct

If this is a pass-through grant, what County entity is sponsoring the grant? n/a

Is this a reimbursement or "up-front" grant payment? Up-front

What match is required by the applicant? Cash\_\_n/a\_\_In-Kind\_\_n/a\_\_

If cash is required, what funds will be used? Are these funds on hand now? n/a

If in-kind, what will be the in-kind contribution? n/a

Who (if any) are the partners in the project? No partners

Have you discussed your grant application with the Auditor's Office? Yes

Have you discussed your grant application with your liaison? Yes

Are all expenses for the proposed program covered by the grant? If not, please disclose any hidden costs, such as insurance, vehicle use, etc. The Service Center will install the cameras.

Please attach a written report to substantiate your need for grant funds.

Please attach a financial report that demonstrates the cost/benefit of the grant.

At the end of your grant project please return to Council with a brief report about the success of the project.

Submitted by:  Date: 3-30-15

Please return completed copy to Becky Butler by cut-off date for Council agenda requests.  
**Any questions should be directed to: Jackie Scheuman, Budget & Finance Director, 449-7967.**

The Allen County Sheriff's Department is requesting permission to apply for a grant from the Drug and Alcohol Consortium of Allen County from the Justice category of funding for 6 digital in-car video cameras at a cost of \$5,020 each, totaling \$30,120. We have received funds from this agency for several years. There is no match required. The equipment is needed to replace outdated units that are not functioning properly. It is imperative that patrol officers have equipment on which they can depend, especially in the event that evidence is needed for court. These funds would subsidize this necessary equipment without utilizing the limited resources of the Sheriff's Department.

**COUNTY COUNCIL GRANT APPROVAL CHECKLIST**

What is the Department/Agency applying for grant? Allen County Sheriff's Department

What kind of grant are you applying for?  Federal  State  Other

What is the total amount of funds you are applying for? Undetermined at this time - please see attached sheet

What is the grant application deadline? 20-Apr-15

Is this a direct grant or a pass-through? Direct

If this is a pass-through grant, what County entity is sponsoring the grant? n/a

Is this a reimbursement or "up-front" grant payment? Reimbursement

What match is required by the applicant? Cash  n/a  In-Kind  n/a

If cash is required, what funds will be used? Are these funds on hand now? n/a

If in-kind, what will be the in-kind contribution? n/a

Who (if any) are the partners in the project? No partners

Have you discussed your grant application with the Auditor's Office? Yes

Have you discussed your grant application with your liaison? Yes

Are all expenses for the proposed program covered by the grant? If not, please disclose any hidden costs, such as insurance, vehicle use, etc. Expenses for housing the offenders have already occurred.

Please attach a written report to substantiate your need for grant funds.

Please attach a financial report that demonstrates the cost/benefit of the grant.

At the end of your grant project please return to Council with a brief report about the success of the project.

Submitted by:  Date: 3-30-15

*Please return completed copy to Becky Butler by cut-off date for Council agenda requests.*  
**Any questions should be directed to: Jackie Scheuman, Budget & Finance Director, 449-7967.**

The State Criminal Alien Assistance Program (SCAAP) provides federal payments to states and localities that incurred correctional officer salary costs for incarcerating undocumented criminal aliens who had at least one felony or two misdemeanor convictions for violations of state or local law, and who were incarcerated for at least four consecutive days during the reporting period of July 1, 2013 to June 30, 2014.

The award amount will be determined once the data from all applicants has been reviewed. Amounts received by our Department in previous fiscal years are as follows:

FY 2005: \$4,437  
FY 2006: \$27,818  
FY 2007: \$29,836  
FY 2008: \$22,220  
FY 2009: \$38,592  
FY 2010: \$21,158  
FY 2011: \$25,306  
FY 2012: \$20,678  
FY 2013: \$18,051  
FY 2014: \$13,654

Awarded funds must to be used for correctional purposes. Because it is a reimbursement, we feel that it is in the county's best interest to apply to recoup some of the monies spent on housing these offenders.



## Office of the Prosecuting Attorney

Karen E. Richards  
*Prosecuting Attorney*

Third Floor Keystone Building  
602 South Calhoun Street  
Fort Wayne, IN 46802-1700

Phone (260) 449-7641  
Fax (260) 449-8699

March 23, 2015

County Council  
Rousseau Building  
Fort Wayne, IN 46802

Dear Council President and Council Members:

The Prosecutor's Office is asking for permission to apply for renewal of the Drug and Alcohol Consortium grant for equipment purchases. As you know, we have applied for grant money for the past several years in order to fund recording equipment for a second OWI testing room at the Allen County Jail.

We are pleased to inform you that we are using the grant funds that were awarded to us in 2014 and are currently in the process of equipping the second OWI testing room. We expect that this room will be operational within the next couple weeks.

If we are given permission to apply for renewal of this grant, we would like to begin the process of transitioning the New Haven Police Department and/or the Indiana State Post to the same video equipment acquired for the room at the Allen County Jail.

Please contact me at 449-7185 if you have any questions.

Sincerely,

Michael McAlexander  
Chief Deputy Prosecuting Attorney  
38<sup>th</sup> Judicial Circuit  
State of Indiana

Cc: Tera Klutz, Auditor  
Jackie Scheuman, Budget Director

## COUNTY COUNCIL GRANT APPROVAL CHECKLIST

What is the Department/Agency applying for grant? Prosecutor

Name of the grant program? Drug and Alcohol Consortium (DAC)

What kind of grant are you applying for?  Federal  State  Other

What is the total amount of funds you are applying for? \$14,930.00

What is the grant application deadline? March 26, 2015

Is this a direct grant or pass-through? Direct

If this is a pass-through grant, what County entity is sponsoring the grant? NA

Is this a reimbursement or "up-front" payment grant? Up front

What match is required by the applicant?  cash  in-kind NA

If cash is required, what funds will be used? Are these funds on hand now? NA

If in-kind, what will be the in-kind contribution? NA

Who (if any) are the partners in the project? None

Have you discussed your grant application with the Grant Administrator/Writer? NA

Have you discussed your grant application with your liaison? Yes

Are all expenses for the proposed program covered by the grant? If not, please disclose any hidden costs, such as insurance, vehicle use, etc. Yes

Please attach a written report to substantiate your need for the grant funds.

Please attach a justification that demonstrates the cost/benefit of the grant.

At the end of your grant project please return to Council with a brief report about the success of the project.

Submitted by: Michael McAlexander, Chief Deputy Date: March 23, 2015

Any questions should be directed to: Robyn Niedzwiecki, 449-7017

**Summary of Grant Request  
Allen County Prosecuting Attorney's Office  
OWI Testing Room Equipment**

Currently, Allen County, one of the largest counties in the State, has four Operating While Intoxicated (OWI) testing rooms at three locations: the New Haven Police Department, the Indiana State Police and (two rooms) at the Allen County Jail.

The Allen County Prosecuting Attorney's Office equips these testing rooms to ensure evidence for successful prosecution is properly obtained. We are finalizing the process of upgrading our two rooms at the Allen County Jail to the iRecord system. This is an updated/more modern platform from our previous installations of ForTheRecord. ForTheRecord is still currently in use at the New Haven Police Department and the Indiana State Police Post. These rooms were originally equipped in 2006 with DAC grant funds.

Our request to DAC is to provide funding for the audio/video equipment, accessories and specialty software that will be required in the two remaining ForTheRecord testing rooms at the New Haven Police Department and the Indiana State Police Post. These rooms will be independent of the current testing rooms at the Allen County Jail, but will utilize the same iRecord platform. They each will require the installation of cameras, microphones, cabling, power supplies, etc. which will record interviews with OWI suspects. The Word Systems, Inc. (iRecord) quote for this portion of the project is \$14,930.00 (\$7,465.00 per room) and a copy of their quote is attached.

A blood draw protocol was implemented effective August 31, 2012. This protocol was developed by the Allen County Prosecuting Attorney's Office, the Allen County Sheriff's Department, the Fort Wayne Police Department, the New Haven Police Department, and the Indiana State Police, so that we may decrease the number of drivers in Allen County who refuse to take chemical tests offered by law enforcement officers on suspicion of drunken or drug impaired driving.

The goal is to provide an economical and efficient alternative for drivers who may not trust a breath test, and to effectively deal with those drivers who refuse to submit to a chemical test for intoxication, after having been given their implied consent warnings. This protocol provides for the acquisition of search warrants to compel a blood draw on drivers who refuse to take the standard breath and other performance tests. It is hoped that this will eventually eliminate or significantly reduce the number of refusals that are seen in Allen County and promote better prosecutions.

These blood draws, as well as the tests themselves are currently recorded on DVD and through a computer network.

Total grant funding requested is \$14,930.00.



# COUNTY COUNCIL

## REQUEST FOR TRANSFERS WITHIN FUND BUT BETWEEN SERIES

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DEPARTMENT: Wayne Township Assessor's Office

NAME OF FUND: 100-1601-419 General Fund

TOTAL AMOUNT TO BE TRANSFERRED:  
\$4,000.00

FROM LINE ITEM:	100-1601-419.13-87	\$ 3,000.00	AMOUNT
	100-1601-419.13-94	\$ 1,000.00	
		\$	
TO LINE ITEM:	100-1601-419.39-70	\$ 4,000.00	
		\$	
		\$	

WHY IS THIS NEEDED?  
To fund 4 employee's to attend the IAAO Conference in Indianapolis in September, 2015.

PROJECTED EXPENDITURE FOR TRANSFER-OUT LINE ITEM:  
13-87 (\$34,586), 13-94 (\$34,144)

IS THERE SUFFICIENT FUNDING FOR FUTURE NEEDS AFTER TRANSFER?  
This will be a one time transfer need as the IAAO Conference will not be held in Indiana again for many years.

WHY IS THERE EXTRA MONEY IN THE TRANSFER-OUT LINE ITEM?  
Former employee's left office after original budget set.

DISCUSSED WITH LIAISON? Not yet

LIAISON'S NAME: Sharon Tucker





## COUNTY COUNCIL

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

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DEPARTMENT: ALLEN COUNTY JUVENILE CENTER

LINE ITEM NUMBER: 848-5501-421-2101 AMOUNT REQUESTED: \$ 4270

CURRENT FUND BALANCE: \$4270

EXPECTED ANNUAL REVENUE: \$4270

IS REVENUE ON PACE TO MEET EXPECTATIONS? YES

STATUTORY GUIDELINES: ORDINANCE # 02-06-15-01

HOW WILL THIS APPROPRIATION BE USED?  
TO PURCHASE BOOKS FOR READING PROGRAMS TARGETING YOUTH IN SECURE DETENTION.

SPECIFIC COST OF ITEM AND HOW WAS THIS COST DETERMINED?  
ACJC WILL SOLICIT MULTIPLE QUOTES FOR NEW BOOKS AND EXPLORE THE USED BOOK MARKET.

HOW DOES THIS FIT INTO THE STRATEGIC PLAN?  
ACJC PROVIDES EDUCATIONAL PROGRAMMING AND WORKS CLOSELY WITH AREA SCHOOL DISTRICTS TO KEEP JUVENILES FROM DROPPING OUT OF SCHOOL. THESE BOOKS WILL BE USED IN READING PROGRAMS THAT ARE DESIGNED TO IMPROVE INDIVIDUAL LITERACY.

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

IS THIS A RECURRING EXPENSE? NO. HOWEVER OUR LIBRARY IS UPDATED PERIODICALLY.

WILL OTHER EXPENDITURES BE NECESSARY?  
NO.

DISCUSSED WITH LIAISON? YES.

LIAISON'S NAME: ROY BUSKIRK.

ALLEN COUNTY  
FINANCIAL REPORT FOR  
**Supplemental Education Fund**  
March 31, 2015

April 16, 2015      **Meeting**

**Fund - 848**

**Department - ACJC**

	<u>ESTIMATE</u>			<u>ACTUAL</u>	
CASH BALANCE AT 1/1/15	0				0
<b>ESTIMATED REVENUES FOR 2015:</b>				<b>ACTUAL REVENUES TO DATE:</b>	
Grant	4,270			Percentage of Collections:	
	<u>4,270</u>			100.00%	<u>4,270</u>
				Total Percentage of Collections	100.00% <u>4,270</u>
TOTAL <b>ESTIMATED</b> CASH:	4,270			<b>ACTUAL CASH YEAR TO DATE:</b>	4,270
<b>ESTIMATED DISBURSEMENTS:</b>				<b>ACTUAL DISBURSEMENTS:</b>	
2015 Budget	0				
2014 Encumbrances	0				
Additional Appropriations	<u>          </u>				
TOTAL BUDGETED APPROPRIATION	0			Percentage of Disbursements	0
AMOUNT LEFT FOR APPROPRIATION	<u><u>4,270</u></u>			REMAINING CASH BALANCE YTD:	<u><u>4,270</u></u>
FOR CONSIDERATION TODAY:					
<b>APPROPRIATIONS</b>	<b>4,270</b>				
<b>UNAPPROPRIATIONS</b>					

**AMENDED SALARY ORDINANCE**

**2015**

Consideration of a salary ordinance amending the pay for an employee within the budget of Allen County Juvenile Center 100-5501-421

<b>TITLE FROM/TO</b>	<b>APPROP</b>	<b>CLASSIFICATION FROM/TO</b>	<b>SALARY FROM/TO</b>
Budget Analyst	19-51	PAT 5/2	\$49,687
Director of Budget & Technology		PAT 6/2	\$56,391

**WHEREAS:** The Allen County Council is apprised of the need to amend the salary ordinance for the Director of Budget and Technology 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.

**SECTION 2.** No additional funds are needed.

**THIS ORDINANCE READ, CONSIDERED AND ADOPTED BY THE MEMBERS OF THE ALLEN COUNTY COUNCIL ON THE 16<sup>th</sup> DAY OF APRIL, 2015.**

**MEMBERS OF THE ALLEN COUNTY COUNCIL**

**AYE**

**NAY**

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

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

**SALARY ORDINANCE  
2015**

Consideration of a salary ordinance establishing the pay for an employee within the budget of the Allen County Superior Court 850-6201-412

<b>TITLE</b>	<b>APPROP</b>	<b>CLASSIFICATION</b>	<b>SALARY</b>
Extra Deputy Hire	11-03	PART-TIME	\$10-\$25

**WHEREAS:** The Allen County Council is apprised of the need to establish the salary ordinance for the Extra Deputy Hire 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 Superior Court is established as described above.

**SECTION 2.** No additional funds are needed.

**THIS ORDINANCE READ, CONSIDERED AND ADOPTED BY THE MEMBERS OF THE ALLEN COUNTY COUNCIL ON THE 16<sup>th</sup> DAY OF APRIL, 2015.**

**MEMBERS OF THE ALLEN COUNTY COUNCIL**  
**AYE** **NAY**

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

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



**SUPREME COURT OF INDIANA**  
INDIANA CONFERENCE FOR LEGAL EDUCATION OPPORTUNITY

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TO: Chief Justice Loretta H. Rush and  
Members of the ICLEO Advisory Committee

FROM: Jasmine T. Parson, Esq.

RE: 2015 Indiana CLEO Applicant Materials

DATE: March 10, 2015

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Please find enclosed your assigned ICLEO Fellowship applications. A roster is enclosed so that you may consult with your teammate as necessary. **Please read this memo carefully as it attempts to preemptively answer questions about the process.** If you need further clarification, please contact me.

Selection Teams

Team 1: Chief Justice Loretta H. Rush and Jasmine Parson, Esq.  
Team 2: Carlos Carrillo, Esq. and Kelly Rota-Autry, Esq.  
Team 3: Hon. Rudolph R. Pyle III and Prof. Lahny Silva  
Team 4: Cristal Brisco, Esq. and Prof. Mark McKenna  
Team 5: Anne Ricchiuto, Esq. and Hon. Wendy Davis

Enclosures

Your package should contain the following items and reports:

- Fellowship Applications
- Advisory Committee Roster
- Race/Ethnicity of all applicants
- State of Residency of all applicants

Selection Meeting

**Monday, March 30, 2015**

9:45 AM – 2:00 PM

Indiana Statehouse, 3<sup>rd</sup> Floor (North)

200 West Washington Street, #200

Indianapolis, Indiana 46240

**Supreme Court Conference Room, Room 319**

*Please enter the Statehouse through the public entrance on Capitol Ave and Market St.*

There are parking garages located directly across from the Capitol Avenue entrance to the Statehouse and parking garages on Market Street.

9:45 a.m. Light Refreshments Available  
10:00 a.m. Application Review  
12:00 p.m. Working Lunch  
1:00 p.m. Application Review

## Applications

Each application contains a simplified coversheet that highlights demographic, eligibility, and educational information about the applicant including the Indiana law schools to which they applied (as listed on the application) and admission status. **Please bring these coversheets and all of your application files to the meeting so that we may destroy them in accordance with our retention policy.**

## Eligibility Based on Income

I will conduct a separate income evaluation on all applicants, particularly those qualifying based on the “low-income” eligibility standard. I will have this information at the meeting, but due to the complex nature of the FAFSA Student Aid Reports, this review is best handled in the office to allow for more efficient use of your time reviewing the substance of each application.

## Admission Status

Admission status is listed as reported by each law school admissions office on **March 10, 2015**. We will do a final admissions review in early April following the selection meeting and prior to sending invitation letters to selected students. This will account for any student who may have been “In Review” or “Waitlisted” at a law school during the selection process.

**Please note: IU McKinney and IU Maurer did not report admission status for their applicants before this mailing.**

## Letters of Recommendation

While the application requested recommendation letters specifically for Indiana CLEO, most applicants chose to have their letters of recommendation provided from their LSAC report through an Indiana law school.

**Please note: IU McKinney did not provide LORs in time for this mailing. As those come in I will find a way to get them to you.**

## Selection Recommendations

As you consider making recommendations, please keep in mind the core purposes of the program: to provide opportunity to **minority, low-income, and educationally disadvantaged** applicants. The program is best suited and purposed for those applicants who have **historically and traditionally been underrepresented or shut-out** of legal education and the legal profession and are underrepresented in number in the Indiana legal community. While it is important to consider academic factors that will indicate likelihood of success in law school and on the bar exam, this process is designed to go a step further and connect with the hidden layers of potential in each student. Those students who are Indiana residents, graduates of an Indiana college or university, or whose applications indicate significant ties to Indiana are the priority target group. **There may be applicants whose qualifications shine as a student who will do well in law school, but do not fit the core purposes of this program.**

Please contact me if you have any questions about the review process. I am available by phone at 317-234-1376, but best reached by e-mail at [jasmine.parson@courts.in.gov](mailto:jasmine.parson@courts.in.gov).

Thank you for your dedication and commitment to curating the 2015 ICLEO Fellowship class.



INDIANA SUPREME COURT  
Indiana Conference for Legal Education Opportunity  
Advisory Committee

*Chief Justice Loretta H. Rush, Chair*  
Supreme Court of Indiana

**Practicing Attorney Members**

**Anne K. Ricchiuto, Esq.**  
Faegre Baker Daniels LLP  
300 N. Meridian St., Ste. 2700  
Indianapolis, Indiana 46204  
Office: 317-237-0300  
anne.ricchiuto@faegrebd.com  
**Term Ends:** August 2016 (2nd)

**Cristal C. Brisco, Esq.**  
Legal Department  
City of South Bend  
227 W. Jefferson Blvd., Ste. 1200  
South Bend, Indiana 46601  
Office: 547-235-9241  
cbrisco@southbendin.gov  
**Term Ends:** August 2016 (2nd)

**Judicial Members**

**Hon. Rudolph R. Pyle III**  
Court of Appeals of Indiana  
115 West Washington Street  
South Tower, Suite 1080  
Indianapolis, Indiana 46204  
Office: 317-234-4859  
rudolph.pyle@courts.in.gov  
**Term Ends:** August 2016 (1st)

**Hon. Wendy Davis**  
Allen Superior Court  
715 S. Calhoun St., #305  
Fort Wayne, Indiana 46802  
Office: 260-449-7580  
Wendy.davis@allensuperiorcourt.us  
**Term Ends:** August 2016 (1st)

**Community Group Members**

**Carlos I. Carrillo**  
The Law office of Carlos I. Carrillo  
322 Ferry Street  
Lafayette, Indiana 47901  
Office: 765-420-8056  
carlos@ccarrillolaw.com  
**Term Ends:** August 2016 (1st)

**Kelly Rota-Autry**  
US District Court Southern District IN  
Indianapolis, Indiana 46204  
Office:  
krotaautry1265@gmail.com  
**Term Ends:** August 1, 2016 (1st)



**INDIANA SUPREME COURT**  
**Indiana Conference for Legal Education Opportunity**  
Advisory Committee

**Law School Members**

**Associate Dean Mark P. McKenna**  
University of Notre Dame Law School  
3120 Eck Hall of Law  
Notre Dame, Indiana 46556  
Office: 574-631-9258  
markmckenna@nd.edu  
**Term Ends:** August 2016 (1st)

**Professor Lahny Silva**  
IU Robert H. McKinney School of Law  
Lawrence W. Inlow Hall, Room 324  
530 W. New York St.  
Indianapolis, Indiana 46202  
Office: 317-278-6712  
lrsilva@iupui.edu  
**Term Ends:** August 2016 (1st)

**Supreme Court Staff**  
Indiana Supreme Court  
Division of State Court Administration  
30 South Meridian Street, Suite 500  
Indianapolis, Indiana 46204  
Office: 317-232-2542

**Jasmine Parson, Staff Attorney**  
**ICLEO Program Director**  
jasmine.parson@courts.in.gov

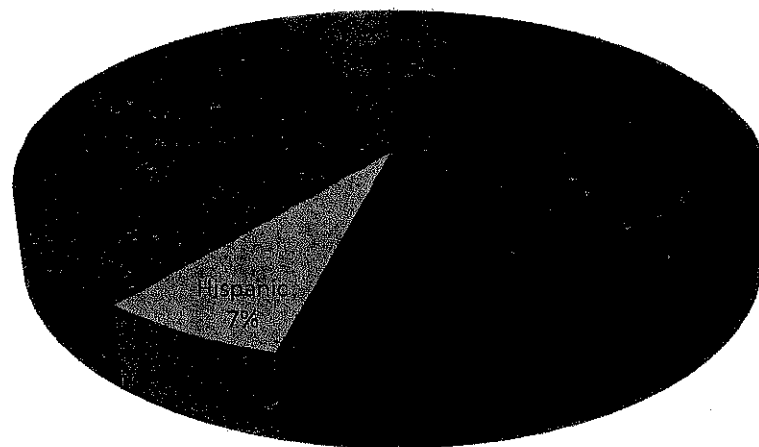


# ICLEO Fellowship 2015

## Applicant Report

### Total

Row Labels	Count of Race
Asian	4
Black or African American	35
Hispanic	5
White (Non-Hispanic)	24
Other	4
<b>Grand Total</b>	<b>72</b>

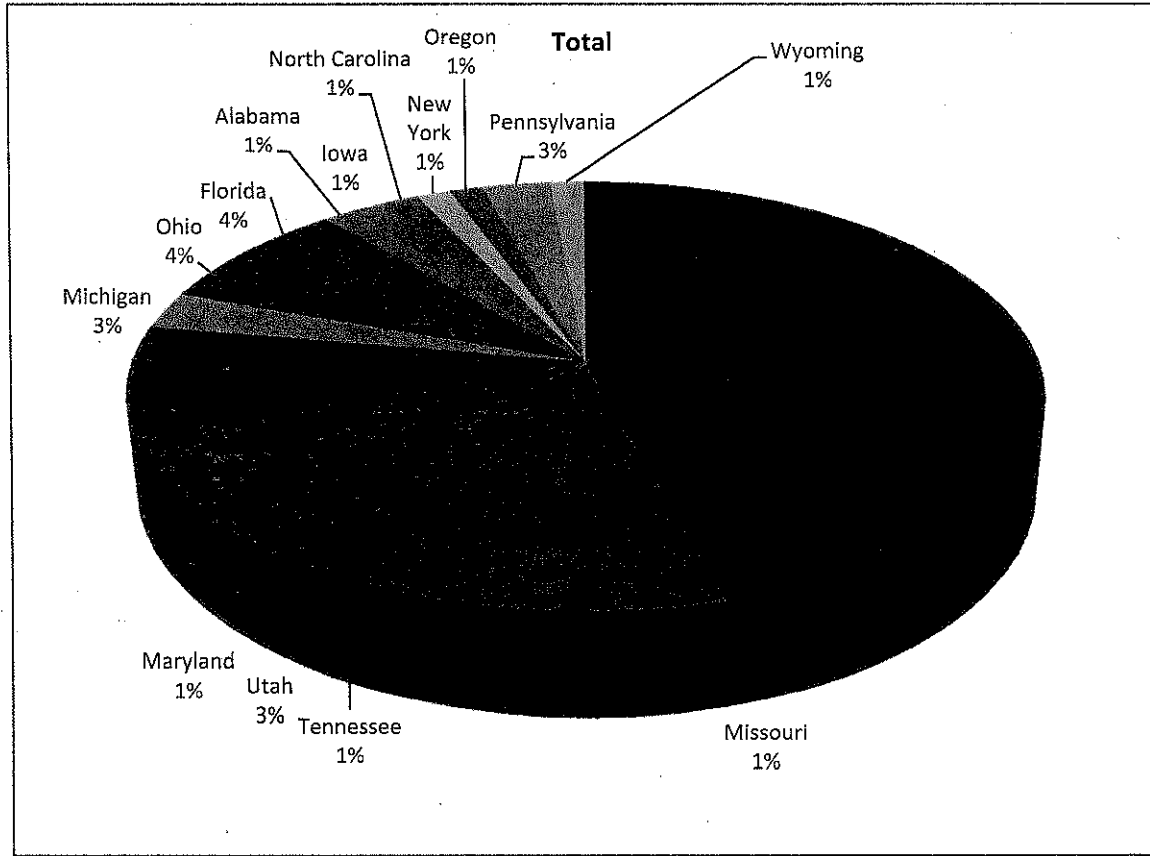


**State of Residency - ALL APPLICANTS**

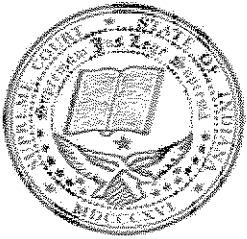
**ICLEO Fellowship 2015**

Applicant Report

State of Residency	Count of State of Residency
Indiana	32
Missouri	1
Illinois	8
Tennessee	1
Utah	2
Maryland	1
Texas	5
California	6
Michigan	2
Ohio	3
Florida	3
Alabama	1
Iowa	1
North Carolina	1
New York	1
Oregon	1
Pennsylvania	2
Wyoming	1
<b>Grand Total</b>	<b>72</b>



44% Indiana Residents



**Indiana Supreme Court**  
**Division of State Court Administration**  
**APPLICATION FOR COURT INTERPRETER GRANT**  
*Please complete and return this application to the Division of State Court Administration no later than April 6, 2015*  
*Forward inquiries to [angela.joseph@courts.in.gov](mailto:angela.joseph@courts.in.gov), or 317.234.3935*

County: Allen  
Court(s): Allen Circuit and Allen Superior Court  
Judge(s): Thomas J. Felts, David J. Avery, Craig J. Bobay, Nancy Eschoff Boyer, Wendy W. Davis, Francis C. Gull, Daniel G. Heath, Stanley A. Levine, Charles F. Pratt, John F. Surbeck, Jr.

Contact person: John D. McGauley (name)  
260.449.7587 (phone number)  
[John.mcgauley@allensuperiorcourt.us](mailto:John.mcgauley@allensuperiorcourt.us) (email)

(Please note that there should be only one application and one designated contact person from each county)

Please briefly describe your county's financial need for foreign language court interpreter services and how this grant will improve the delivery of services. Please include the following information:

1. Number of hours of foreign language interpreter services in 2014 paid for by previous grant awards:  
**Allen Circuit Court: 30 hours**  
**Allen Superior Court: 642 hours**  
**TOTAL HOURS: 672 hours**
  
2. Number of hours of foreign language interpreter services in 2014 paid for by county funds:  
**Allen Circuit Court: 80.5 hours**  
**Allen Superior Court: 2940 hours (\*includes Family Court cases)**  
**TOTAL HOURS: 3120.5 hours**
  
3. Total number of cases in which foreign language interpreter services were provided to litigants.  
**Allen Circuit Court: 79 cases**  
**Allen Superior Court: 1695 cases**  
**TOTAL HOURS: 1774 cases**
  
4. Average hourly rate paid to foreign language interpreters for services in 2014:  
**Allen Circuit Court: \$50.00/Hour**  
**Allen Superior Court: \$50.00/Hour**

5. Average hourly rate paid to ASL interpreters for services in 2014:  
**Allen Circuit Court: \$45.00/Hour**  
**Allen Superior Court: \$45.00/Hour**

6. Types of civil cases in which foreign language interpreter services were provided in 2014:

**JC, JD, JS, JP, RS, PO, DR, SC, MI, GU**

7. Number of foreign language interpreter hours provided by the court in civil cases in 2014:

**Allen Circuit Court: 0 hours**  
**Allen Superior Court: 845 hours**  
**TOTAL HOURS: 845 hours**

8. Number of ASL interpreter hours provided in civil cases in 2014:

**Allen Circuit Court: 9.5 hours**  
**Allen Superior Court: 10 hours**  
**TOTAL HOURS: 19.5 hours**

9. Types of criminal cases in which foreign language court interpreter services were provided in 2014:

**FA, FB, FC, FD, F1, F2, F3, F4, F5, F6, CM, MC, OV, IF**

10. Number of foreign language interpreter hours provided in criminal cases in 2014:

**Allen Circuit Court: 110.5 hours**  
**Allen Superior Court: 2095 hours**  
**TOTAL HOURS: 2205.5 hours**

11. Number of ASL interpreter hours provided in criminal cases in 2014:

**Allen Circuit Court: 9.5 hours**  
**Allen Superior Court: 41 hours**  
**TOTAL HOURS: 50.5 hours**

12. List by name any and all interpreters used in 2014 and indicate their qualifications;

Language	Name	Attended Cert. Program?		Certified/Qualified?*	
		Yes	No	Yes	No
Spanish	Gema Aparicio	Yes		Yes	
	Samuel Melo	Yes		Yes	
	Diana Vegas	Yes		Yes	
	Rosa Covey	Yes		Yes	
	Lourdes Williams	Yes			No
	Maria Dominguez-Brita	Yes			No
	Ana Tamayo-Tascon	No			No

	Ana Herman	No		No
	James Hernandez	No		No
	Irma Moeller	No		No
	Gonzalo Vivas	No		No
Burmese	Ahr Yu		No	No
	Kristine Myahla		No	No
	Grace Lazum		No	No
	Hau Thang		No	No
	Win Kyaw		No	No
	New Tun		No	No
	Pau Thang		No	No
	Hla Kyaing		No	No
	Ei Cho THae		No	No
	Htwe Bender		No	No
	Myint Than		No	No
	Htoo Doh		No	No
	James Shwe		No	No
	Wut Yi Winn		No	No
	Nyein Winn		No	No
Burmese Karen	New Tun		No	No
	Pah Psoe		No	No
	Myint Than		No	No
	Saw Lincoln		No	No
	Khin Zaw		No	No
	Daffodil Aye		No	No
	Win Kyaw		No	No
Burmese Mon	Pong Simon		No	No
	New Tun		No	No
	Win Kyaw		No	No
	Kaw Compton		No	No
Burmese Chin	Van Mawi Cung		No	No
Amharic	Yordnos Teffera		No	No
Arabic	Ramzi Saadeh		No	No
	Daoud Tchari		No	No
Bosnian	Jasmina Tucovic		No	No
	Sanja Hadzic		No	No
Serbo Croatia	Jasmina Tucovic		No	No
Chinese Mandarin	Yinghui Fitzgerald		No	No
Creole	Marie Amazan		No	No
French	Naweza Zihahirwa		No	No
	Joseph Plaise		No	No
	Marie Amazan		No	No
Gujarati	Language Line		N/A	N/A
Korean	Hae Jin Barkey		No	No
Laotian	Pim Fanger		No	No

	Bounthan Savath		No		No
Mai Mai	Yahya Morburuck		No		No
Punjabi	Tehzeeb Jafri		No		No
Romanian	Joseph Secu		No		No
Russian/Bulgarian	Anna Voelker		No		No
Somalian	Yahya Moburuk		No		No
Urdu	Tehzeeb Jafri		No		No
Vietnamese	Trang Tran		No		No
	Phuong Ngo		No		No
American Sign	Garth Sponseller		Yes		Yes
	Marsha Kunasch		Yes		Yes

13. List the different foreign languages for which your court used court interpreters in 2014:

**Amharic, Arabic, Bosnian/Serbo-Croatian, Burmese, Burmese Karen, Burmese Chin, Burmese Mon, Chinese Mandarin, Creole, French, Gujarti, Korean, Laotian, Mai Mai, Punjabi, Romanian, Russian/Bulgarian, Somalian, Spanish, Urdu, Vietnamese**

14. Indicate the amount of money allocated or requested from the county to provide interpreters in the county courts in 2014:

**Allen Circuit Court:           \$ 8,872.00**  
**Allen Superior Court:       \$117,767.00**  
**TOTAL AMOUNT:               \$126,639.00**

15. Indicate any methods used in 2014 to streamline the costs associated with court interpreters (i.e. scheduling all foreign language defendants on the same day, grouping cases with a need for foreign language services at the beginning of a session, etc.);

**The courts in Allen County have continued to use Language Line services when necessary in 2014.**

**The Circuit and Superior Courts continue to strive to discern the need for interpreters and group cases to make most efficient use of interpreter services. This also includes grouping cases requiring interpreters at the beginning of calendar sessions to minimize interpreter hours.**

**The Misdemeanor/Traffic Division of the Allen Superior Court uses Spanish interpreters every business day beginning at 9:00 A.M. and continuing until all Spanish-speaking individuals have been processed.**

**Although paid for by user fees, interpreter needs for the Alcohol Countermeasures Program/Drug Court Assessments, admissions, and**

supervision of clients are also streamlined and consolidated through scheduling.

**Adult Probation strives to schedule appointments requiring interpretation on designated days to more efficiently use interpreter resources. Adult Probation also employs a full-time Spanish speaking probation officer. This probation officer manages a high-risk Spanish-speaking caseload, assists with interpreting for other office appointments, and conducts all Spanish-speaking Pre-sentence Investigations.**

16. Indicate the sources of funds used to pay for foreign language court interpreters besides the Indiana Supreme Court grant in 2014 in 2014 (i.e. litigants, county general fund, grants);

**In-court interpreter costs in 2014 were paid through the county General Fund, Adult Probation User Fees and grants from the Indiana Supreme Court/Division of State Court Administration**

17. Estimate the number of cases in which you anticipate a need for county paid foreign language court interpreters in 2015;

**It is difficult to estimate the number of cases requiring county-paid interpreters in 2015. Allen County is home for a significant Spanish-speaking population. Additionally, Fort Wayne/Allen County is a resettlement community for many Burmese, Somali and other non-English speaking refugees. The demand and complexity of Burmese foreign-language interpreting increases as there are at least four different dialects of the local Burmese population. The courts in Allen County expect to see a growing foreign language caseload in 2015 and beyond.**

18. If applicable, please describe any unexpected or extraordinary costs associated with your court's foreign language needs in 2014, or anticipated in the upcoming year;

**A substantial foreign language interpretation expense to Allen Circuit and Superior Courts stems from the number of Burmese immigrants who settle here. Indiana is home to the largest population of Burmese (Myanmar) immigrants in the United States and more than half of those live in Fort Wayne. As the political situation in Myanmar continues to be of questionable stability, the rate of immigration to our community is hard to predict. In 2014, the United Nations estimated that 6,500 refugees from Myanmar wish to immigrate to the United States.**

19. Describe any and all efforts in 2014 demonstrating a commitment to the long-term goal of using only Certified or Qualified interpreters in all court proceedings.

**The Courts in Allen County continue to use available certified interpreters whenever possible, and virtually *always* for criminal cases involving the Spanish language. The court strongly encourages all interpreters working in the court environment to seek and obtain certification from the Indiana Supreme Court. The court also provides the Supreme Court's web address to many individuals expressing an interest in providing interpreter services.**

**With the assistance of our certified interpreters, we have translated defendant rights on DVD. The Courts also consulted with certified interpreters for the translation of forms and video rights. The Misdemeanor/Traffic Division also utilizes rights forms that have been translated into the Burmese language.**


Other comments:

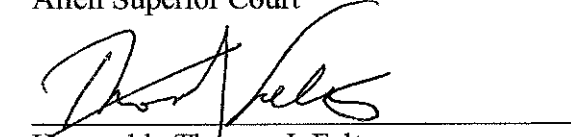
**Due to its low housing cost, low crime rate, employment attainable by non-English speaking populations and other positive attributes, Allen County is an appealing destination for a number of immigrant demographics. We are continuously looking for ways to utilize interpreter resources to improve access to justice for our community's immigrant population.**



For Districts that have certified interpreters:

I hereby certify that if ALLEN COUNTY/DISTRICT 7 is awarded any grant funds, the court will use at least 60% of the funding to employ certified interpreters.

  
Honorable Wendy W. Davis, Chief Judge  
Allen Superior Court

  
Honorable Thomas J. Felts  
Allen Circuit Court

For Districts that do not currently have any certified interpreters:

I hereby certify that if \_\_\_\_\_ is awarded any  
(grant applicant court)  
grant funds, the court(s) will use the next most qualified interpreter available as there are no certified interpreters in this District. The court(s) plan to use the services of the following interpreters: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Judge

Please scan or mail completed application by April 6, 2015, to:

angela.joseph@courts.in.gov OR:

Angela Joseph  
Indiana Supreme Court  
Division of State Court Administration  
30 South Meridian Street, Suite 500  
Indianapolis, Indiana 46260  
T: 317-234-3935



## COUNTY COUNCIL

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

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DEPARTMENT: Allen County Community Corrections

LINE ITEM NUMBER: 832-9001-423.2999 AMOUNT REQUESTED: \$ 2,186.53

CURRENT FUND BALANCE: \$6,316.75

EXPECTED ANNUAL REVENUE: 0.00

IS REVENUE ON PACE TO MEET EXPECTATIONS? na

STATUTORY GUIDELINES: appropriation required

#### HOW WILL THIS APPROPRIATION BE USED?

For the benefit of Allen County Community Corrections.

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

various

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

For the benefit of Allen County Community Corrections

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

Yes

IS THIS A RECURRING EXPENSE? No

#### WILL OTHER EXPENDITURES BE NECESSARY?

No

DISCUSSED WITH LIAISON? Yes

LIAISON'S NAME: Mr. Thomas Harris



# COUNTY COUNCIL

## REQUEST FOR TRANSFERS WITHIN FUND BUT BETWEEN SERIES

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DEPARTMENT: Allen County Community Corrections

NAME OF FUND: Allen County Community Corrections Commissary Depository Account

TOTAL AMOUNT TO BE TRANSFERRED:  
\$6,316.75

FROM LINE ITEM:	832-9001-423.2999	\$ 6,316.75	AMOUNT
		\$	
		\$	
TO LINE ITEM:	832-9001-423.3703	\$ 6,316.75	
		\$	
		\$	

### WHY IS THIS NEEDED?

This amount is the remaining cash balance in the Commissary Depository Account Fund. We have already refunded unspent monies to the Kelley House residents per their personal commissary account balances.

### PROJECTED EXPENDITURE FOR TRANSFER-OUT LINE ITEM:

For the benefit of Allen County Community Corrections.

### IS THERE SUFFICIENT FUNDING FOR FUTURE NEEDS AFTER TRANSFER?

na... This fund should be closed after the transfer and spending has occurred.

### WHY IS THERE EXTRA MONEY IN THE TRANSFER-OUT LINE ITEM?

These are monies resulting from the sale of Commissary items to the residents of the Kelley House over the past 4+ years.

DISCUSSED WITH LIAISON? Yes

LIAISON'S NAME: Mr Thomas Harris

**BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEN**  
**ORDINANCE DATED October 15, 2010**  
**ORDINANCE NUMBER 10-15-10-12**

WHEREAS, Allen County Community Corrections is operating a new program at the Kelley House which will house offenders who may have a need to buy personal or snack items

and

WHEREAS, the Commissioners have determined that establishing an independent fund for that purpose would be the most advantageous to the County

NOW, THEREFORE, be it ordained that

Section 1. A new article shall be added to Title 12 to read as follows:

**ALLEN COUNTY CODE TITLE 12**  
**FINANCIAL**

**ARTICLE 185**  
**ALLEN COUNTY COMMUNITY CORRECTIONS**  
**COMMISSARY DEPOSITORY ACCOUNT**

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**12-185-1 Chapter 1: Creation of Fund**

**12-185-1-1**

There is hereby created a Depository Account to be known as the Allen County Community Corrections Commissary Depository Account. Said Depository Account shall be funded by receipt of revenue collected at Allen County Community Corrections from the sale of Commissary items.

**12-185-2 Chapter 2: Purpose**

**12-185-2-1**

The purpose of these funds shall be to replenish the Commissary sales items and for the benefit of the Allen County Community Corrections program.

**12-185-3 Chapter 3: Administration of Funds**

**12-185-3-1**

The funds shall be administered by Allen County Community Corrections. Said fund shall be appropriated and spent in accordance with the general rules to which other funds of the County are subject.

## 12-185-4 Chapter 4: Investment and Non-Reversion

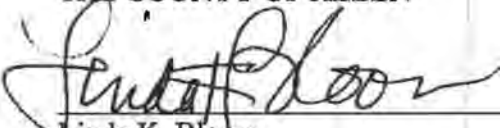
### 12-185-4-1

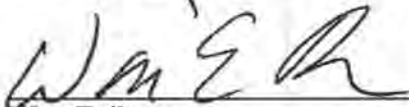
All amounts placed in the Fund shall be invested and reinvested pursuant to the standard procedures followed by the County and interest earned shall be credited to the account. Said fund shall not revert to the County's general fund at the end of the year.

Section 2. This Ordinance shall become effective as of the date of passage.

Passed this 15<sup>th</sup> day of October, 2010.

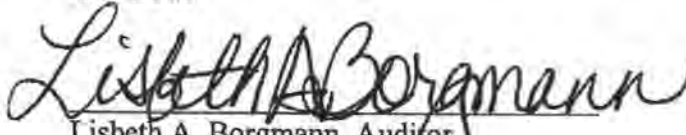
THE BOARD OF COMMISSIONERS OF  
THE COUNTY OF ALLEN

  
Linda K. Bloom

  
Wm. E. Brown

  
F. Nelson Peters

ATTEST:

  
Lisbeth A. Borgmann, Auditor

ALLEN COUNTY  
FINANCIAL REPORT  
**Community Corrections Commissary Depository Acct**  
March 31, 2015

April 16, 2015 Meeting

Fund - 832

Dept - ACCC

ESTIMATE		ACTUAL	
CASH BALANCE AT 1/1/15	6,263		6,263
<b>ESTIMATED REVENUES FOR 2015:</b>		<b>ACTUAL REVENUES TO DATE:</b>	
		Percentage of Collections:	
Estimated Revenue	161	99.77%	161
	161	Total Percentage of Collections	161
TOTAL <b>ESTIMATED</b> CASH:	6,424	<b>ACTUAL CASH YEAR TO DATE:</b>	6,424
<b>ESTIMATED DISBURSEMENTS:</b>		<b>ACTUAL DISBURSEMENTS:</b>	
2015 Budget	4,237		107
2014 Encumbrances	0		
Additional Appropriations			
TOTAL BUDGETED APPROPRIATION	4,237	Percentage of Disbursements	107
AMOUNT LEFT FOR APPROPRIATION	2,187	REMAINING CASH BALANCE YTD:	6,317
FOR CONSIDERATION TODAY:			
<b>APPROPRIATIONS</b>	<b>2,187</b>		
<b>UNAPPROPRIATIONS</b>			

**AMENDED SALARY ORDINANCE  
2015**

Consideration of a salary ordinance amending the pay for an employee within the budget of the Allen County Board of Health 285-7302-441

<b>TITLE</b>	<b>APPROP</b>	<b>CLASSIFICATION FROM/TO</b>	<b>SALARY FROM/TO</b>
Environmental Health Specialist I	13-54	PAT 4/2 PAT 3/2	\$42,383 \$37,662

**EFFECTIVE 4/20/15**

**WHEREAS:** The Allen County Council is apprised of the need to amend the salary ordinance for the Environmental Health Specialist I 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 Allen County Board of Health is established as described above.

**SECTION 2.** No additional funds are needed.

**THIS ORDINANCE READ, CONSIDERED AND ADOPTED BY THE MEMBERS OF THE ALLEN COUNTY COUNCIL ON THE 16<sup>th</sup> DAY OF APRIL, 2015.**

**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**  
March 31, 2015

April 16, 2015      **Meeting**

**Fund - 285**

**Department - Health**

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/15	2,830,513		2,830,513
<b>ESTIMATED REVENUES FOR 2015:</b>			<b>ACTUAL REVENUES TO DATE:</b>
2015 Property Tax	2,419,752		0.00%
Less Circuit Breaker Credit	<u>(286,084)</u>		
Total Property Taxes charged	2,133,668		0.00%
Less Allowance for Uncollected Property Tax	(42,673)		
Miscellaneous	1,570,216		26.89%    422,265
	<u>3,661,211</u>		<u>422,265</u>
TOTAL CASH & <b>ESTIMATED REVENUES:</b>	6,491,724		<b>ACTUAL CASH YEAR TO DATE:</b> 3,252,778
<b>ESTIMATED DISBURSEMENTS:</b>			<b>ACTUAL DISBURSEMENTS:</b>
2015 Budget	4,602,342		939,232
2014 Encumbrances	20,559		
Additional Appropriations	<u>                    </u>		<u>                    </u>
TOTAL BUDGETED APPROPRIATION	4,622,901		Percentage of Disbursements    20.32%    939,232
AMOUNT LEFT FOR APPROPRIATION	<u><u>1,868,823</u></u>		<b>REMAINING CASH BALANCE YTD:</b> <u><u>2,313,546</u></u>
FOR CONSIDERATION TODAY:			
<b>APPROPRIATIONS</b>			
<b>UNAPPROPRIATIONS</b>			



**AMENDED SALARY ORDINANCE  
2015**

Consideration of a salary ordinance amending the pay for an employee within the budget of the Allen County Department of Planning Services 329-3701-419

<b>TITLE</b>	<b>APPROP</b>	<b>CLASSIFICATION FROM/TO</b>	<b>SALARY FROM/TO</b>
Economic Development Specialist	14-15	PAT 4/2 PAT 5/2	\$45,208 \$49,687

**WHEREAS:** The Allen County Council is apprised of the need to amend the salary ordinance for the Economic Development 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 Allen County Department of Planning Services is established as described above.

**SECTION 2.** No additional funds are needed.

**THIS ORDINANCE READ, CONSIDERED AND ADOPTED BY THE MEMBERS OF THE ALLEN COUNTY COUNCIL ON THE 16<sup>th</sup> DAY OF APRIL, 2015.**

**MEMBERS OF THE ALLEN COUNTY COUNCIL  
AYE NAY**

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

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