

**ALLEN COUNTY COUNCIL MEETING AGENDA
THURSDAY, APRIL 18, 2019
8:30 AM**

CALL TO ORDER: PRESIDENT, TOM HARRIS

APPROVAL OF MINUTES: MARCH 21, 2019

FINANCIAL REPORT: AUDITOR, NICK JORDAN

TOTAL APPROPRIATIONS REQUESTED IN THE GENERAL FUND: \$932,384

TOTAL APPROPRIATIONS REQUESTED IN OTHER FUNDS: \$0

PUBLIC COMMENT

DEPARTMENT 05 - SHERIFF Benz

Request permission to apply for the Drug and Alcohol Consortium Grant in the amount of \$19,635 to be used for in-car cameras.

DEPARTMENT 39 - COUNTY SERVICES Kerley

Consideration of a salary ordinance amending the status of the Senior Buyer from exempt to non-exempt.

DEPARTMENT 62 - SUPERIOR COURT Benz

APPROPRIATION REDUCTION IN COUNCIL GENERAL FUND:

100-4201-413.49-10 OTHER CAPITAL -\$6,732

APPROPRIATION IN SUPERIOR COURT GENERAL FUND:

100-6201-412.22-01	GAS, OIL & LUBE	\$1,250
100-6201-412.29-03	COMPUTER SOFTWARE	\$792
100-6201-412.29-13	JURY ROOM SUPPLIES	\$6,050
100-6201-412.31-06	CONSULTING SERVICES	\$385,000
100-6201-412.32-02	POSTAGE	\$16,690
100-6201-412.39-82	PAUPER ATTORNEY	\$315,000
100-6201-412.39-86	PER DIEM PETIT JUROR	\$29,210
100-6201-412.39-87	LODGING/MEALS JURORS	\$171,660
100-6201-412.43-03	OFFICE/COMPUTER EQUIPMENT	\$6,732
		\$932,384

DEPARTMENT 02 - AUDITOR

Harris

TRANSFER IN AUDITOR'S GENERAL FUND:

FROM:

100-0201-415.13-02 CHIEF DEPUTY \$20,000

TO:

100-0201-415.31-13 CONTRACTUAL \$20,000

DISCUSSION AND OTHER BUSINESS TO COME BEFORE COUNCIL:

RECENT and/or UPCOMING MEETINGS:

LIAISON REPORTS:

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 18, 2019.

The next County Council regular meeting will be held at 8:30 am Thursday, May 16, 2019 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, 2019

April 18, 2019

Meeting

Fund - 100

	<u>ESTIMATE</u>		<u>ACTUAL</u>	
CASH BALANCE AT 1/1/19	32,658,179			32,658,179
ESTIMATED REVENUES FOR 2019:			ACTUAL REVENUES TO DATE:	
			Percentage of Collections:	
2019 Property Tax	69,305,274			0.00%
Less Circuit Breaker Credit	<u>(6,358,922)</u>			
Total Property Taxes charged	62,946,352			0.00%
Miscellaneous	<u>40,205,607</u>			24.16% <u>9,715,498</u>
	103,151,959		Total Percentage of Collections	9.42% 9,715,498
TOTAL CASH & ESTIMATED REVENUES:	135,810,138		ACTUAL CASH YEAR TO DATE:	42,373,677
ESTIMATED DISBURSEMENTS:			ACTUAL DISBURSEMENTS:	
2019 Budget	103,068,448			27,888,760
2018 Encumbrances	5,574,807			
Additional Appropriations	<u>165,509</u>			
TOTAL BUDGETED APPROPRIATION	108,808,764		Percentage of Disbursements	25.63% <u>27,888,760</u>
Replenish Cash Reserve	(6,000,000)			
AMOUNT LEFT FOR APPROPRIATION	<u><u>21,001,373</u></u>		ACTUAL CASH BALANCE YTD:	<u><u>14,484,917</u></u>
FOR CONSIDERATION TODAY:				
APPROPRIATIONS	932,384			

County General Miscellaneous Revenue Explanations

March 2019

25% of Year Elapsed

Revenue Source	Annual Estimate	Percent	Actual	Explanation
OTHER TAXES:				
Financial Institutions Tax	278,594	0.00%		Two equal installments June and December.
Vehicle License Excise Tax	4,514,446	0.00%		Distributed April, June, October & December
Local Income Tax	17,211,887	25.00%	4,302,971	Distributed monthly
Commercial Vehicle Excise Tax	355,679	0.00%		Two equal installments May and December.
Riverboat Wagering Tax Rev	441,311	0.00%		Full year distribution received in August.
INTERGOVERNMENTAL REVENUES:				
Indirect Costs - Child Support	350,000	29.41%	102,918	Received Quarterly
Emerg Prep/Civil Def-Fed Match	98,690	0.00%		Received 1x per yr
Care of Federal Prisoners	2,900,000	38.28%	1,110,069	Varies monthly depending on prisoners
ACJC/Trans Child Care	210,000	42.58%	89,416	Per Diem fees received monthly, except out-of-county contracts pay full year in first quarter
Youth Serv/Regular Child Care	550,000	50.64%	278,515	Varies monthly depending on youths housed
Liquor Excise Tax Dist-ABC	20,000	65.84%	13,167	Two Distributions per year
Public Defender/Capital Case	1,500,000	27.11%	406,708	Received Quarterly
Examination of Records	0			Two Distributions per year
SSI Payments	50,000	14.80%	7,400	Receive monthly from Social Security Admin
LICENSES AND PERMITS:				
Department of Planning	750,000	41.55%	311,588	Collections deposited monthly
Building Department	1,900,000	33.22%	631,211	Collections deposited monthly
Cable Franchise License Fees	400,000	27.04%	108,150	Paid Quarterly from Cable Vendors
CHARGES FOR SERVICES:				
Treasurer	185,000	14.47%	26,765	Tax Sale Fees receipted with December Settlement
Recorder	875,000	22.66%	198,245	Collections deposited monthly
Sheriff	1,800,000	27.41%	493,423	Made up of different fees, including tax warrants at 3/31 \$61,697.12
Surveyor	150,000	11.84%	17,753	Summer months usually yield higher collections
Auditor	50,000	2.96%	1,481	Copy, Notary, Payroll Processing fees and Ineligible Deductions Fund annual transfer of unused balance in the amount of \$0 from 2018

County General Miscellaneous Revenue Explanations

March 2019

25% of Year Elapsed

Revenue Source	Annual Estimate	Percent	Actual	Explanation
Data Processing	105,000	10.34%	10,861	Data file fees monthly / Joint Permit Brd 50% reimb from City of Ft Wayne
N.I.R.C.C.	850,000	45.45%	386,296	Reimbursed from Feds as it is spent and invoiced
Clerk	1,150,000	18.15%	208,760	Collections deposited monthly
MISCELLANEOUS REVENUE:				
Child Support Exp Budget Reimb	1,260,000	27.64%	348,202	Reimbursed from State as it is spent and invoiced
Election Expense Reimburse	400,000	0.00%		Reimbursement for cost of running City election
Reimbursements/Refunds	50,000	74.00%	37,000	Miscellaneous Reimbursements, i.e. Commissary part-time salaries
Interest	800,000	56.20%	449,623	Received monthly
Rental of County Property	250,000	22.09%	55,216	Received monthly.
Co. Misc. - Non-identified Rev	175,000	7.73%	13,532	Miscellaneous one time revenue
OTHER FINANCING SOURCES:				
Sale of Real & Personal Property	50,000	17.01%	8,506	Proceeds from sale of county owned property
Unclaimed Surplus Tax	300,000	32.57%	97,721	Unclaimed Surplus is moved to General Fund in December of each year. TS Surplus done in Jan
Property Tax Refund Reimb	225,000	0.00%		County is reimbursed from units at Settlement for tax refunds paid throughout the year.
TOTAL	40,205,607	24.16%	9,715,498	
Less Property Tax Refunds				Eliminate refunds above the estimated revenue to calculate a more accurate picture of collection rate.
Total Miscellaneous Collections	40,205,607	24.16%	9,715,498	

ALLEN COUNTY
 FINANCIAL REPORT FOR
LIT Public Safety-County Share
 March 31, 2019

April 18, 2019

Meeting

Fund - 120

	<u>ESTIMATE</u>		<u>ACTUAL</u>	
CASH BALANCE AT 1/1/19	910,307			910,307
ESTIMATED REVENUES FOR 2019:			ACTUAL REVENUES TO DATE:	
			Percentage of Collections:	
COIT Public Safety distributive shares	3,380,705		25.00%	845,176
Miscellaneous				1,916
	3,380,705		Total Percentage of Collections	25.06%
TOTAL CASH & ESTIMATED REVENUES:	4,291,012			847,092
			ACTUAL CASH YEAR TO DATE:	1,757,399
ESTIMATED DISBURSEMENTS:			ACTUAL DISBURSEMENTS:	
2019 Budget	3,430,705			832,458
Additional Appropriations	0			
	3,430,705		Percentage of Disbursements	24.26%
TOTAL BUDGETED APPROPRIATION	3,430,705			832,458
AMOUNT LEFT FOR APPROPRIATION	860,307		ACTUAL CASH BALANCE YTD:	924,941
FOR CONSIDERATION TODAY:				
APPROPRIATIONS				

ALLEN COUNTY
FINANCIAL REPORT
HIGHWAY FUND

March 31, 2019

April 18, 2019 **Meeting**

Fund - 250

Department - Highway

ESTIMATE

ACTUAL

CASH BALANCE AT 1/1/19 5,745,001

5,745,001

ESTIMATED REVENUES FOR 2019:

ACTUAL REVENUES TO DATE:

Percentage of Collections:

SUR/Wheel Tax Distribution	2,526,977
Highway Fees	440,000
MVH State Distribution	10,637,806
Miscellaneous/Other	340,000
	13,944,783

22.52%	569,041
27.92%	122,833
24.28%	2,582,331
38.61%	131,285
	3,405,490
Total Percentage of Collections	24.42% 3,405,490

TOTAL CASH & **ESTIMATED** REVENUES: 19,689,784

ACTUAL CASH YEAR TO DATE: 9,150,492

ESTIMATED DISBURSEMENTS:

ACTUAL DISBURSEMENTS:

2019 Budget	13,830,865
2018 Encumbrances	5,793,097
Additional Appropriations	
	19,623,962

	2,690,311
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TOTAL BUDGETED APPROPRIATION 19,623,962

Percentage of Disbursements 13.71% 2,690,311

AMOUNT LEFT FOR APPROPRIATION 65,822

REMAINING CASH BALANCE YTD: 6,460,180

FOR CONSIDERATION TODAY:

APPROPRIATIONS

UNAPPROPRIATIONS

ALLEN COUNTY
 FINANCIAL REPORT FOR
Sur/Wheel Tax Bridge Fund
 March 31, 2019

April 18, 2019

Meeting

Fund - 252

Department - Highway

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/19	1,921,998		1,921,998
ESTIMATED REVENUES FOR 2019:			ACTUAL REVENUES TO DATE:
			Percentage of Collections:
Interlocal Agreements	100,000		16.63% 16,628
Miscellaneous	80,000		<u>73,905</u>
	<u>180,000</u>		Total Percentage of Collections 50.30% 90,533
TOTAL ESTIMATED CASH:	2,101,998		ACTUAL CASH YEAR TO DATE: 2,012,531
ESTIMATED DISBURSEMENTS:			ACTUAL DISBURSEMENTS:
2019 Budget	469,624		971,993
2018 Encumbrances	1,632,375		
Additional Appropriations			<u> </u>
TOTAL BUDGETED APPROPRIATION	2,101,998		Percentage of Disbursements 46.24% 971,993
AMOUNT LEFT FOR APPROPRIATION	<u><u>0</u></u>		REMAINING CASH BALANCE YTD: <u><u>1,040,539</u></u>

FOR CONSIDERATION TODAY:

APPROPRIATIONS
UNAPPROPRIATIONS

ALLEN COUNTY
FINANCIAL REPORT
LOCAL ROAD AND STREET
March 31, 2019

April 18, 2019

Meeting

Fund - 255

Department - Highway

	<u>ESTIMATE</u>		<u>ACTUAL</u>	
CASH BALANCE AT 1/1/19	2,526,474			2,526,474
ESTIMATED REVENUES FOR 2019:			ACTUAL REVENUES TO DATE:	
			Percentage of Collections:	
LRS Distributions	2,390,062		26.84%	641,436
Federal Reimb/Misc	250,000		64.44%	161,106
	<u>2,640,062</u>		Total Percentage of Collections	<u>802,541</u>
TOTAL ESTIMATED CASH:	5,166,536		ACTUAL CASH YEAR TO DATE:	3,329,015
ESTIMATED DISBURSEMENTS:			ACTUAL DISBURSEMENTS:	
2019 Budget	2,596,088			869,905
2018 Encumbrances	820,967			
Additional Appropriations	<u> </u>			<u> </u>
TOTAL BUDGETED APPROPRIATION	3,417,055		Percentage of Disbursements	25.46% 869,905
AMOUNT LEFT FOR APPROPRIATION	<u><u>1,749,481</u></u>		REMAINING CASH BALANCE YTD:	<u><u>2,459,110</u></u>

FOR CONSIDERATION TODAY:

APPROPRIATIONS
UNAPPROPRIATIONS

ALLEN COUNTY
FINANCIAL REPORT FOR
REASSESSMENT 2017
March 31, 2019

April 18, 2019

Meeting

Fund - 261

Department - Co. Assessor

	<u>ESTIMATE</u>		<u>ACTUAL</u>	
CASH BALANCE AT 1/1/19	1,025,504			1,025,504
ESTIMATED REVENUES FOR 2019:				ACTUAL REVENUES TO DATE:
2019 Property Tax	592,486			0.00%
Less Circuit Breaker Credit	<u>(53,807)</u>			
Total Property Taxes charged	538,679			0.00%
Miscellaneous	<u>55,017</u>			9.69% <u>5,331</u>
	593,696			Total Percentage of Collections 0.90% <u>5,331</u>
TOTAL CASH & ESTIMATED REVENUES:	1,619,200			ACTUAL CASH YEAR TO DATE: 1,030,836
ESTIMATED DISBURSEMENTS:				ACTUAL DISBURSEMENTS:
2019 Budget	808,493			165,947
2018 Encumbrances	0			
Additional Appropriations	<u> </u>			<u> </u>
TOTAL BUDGETED APPROPRIATION	808,493			Percentage of Disbursements 20.53% 165,947
AMOUNT LEFT FOR APPROPRIATION	<u><u>810,707</u></u>			REMAINING CASH BALANCE YTD: <u><u>864,889</u></u>

FOR CONSIDERATION TODAY:

APPROPRIATIONS
UNAPPROPRIATIONS

ALLEN COUNTY
FINANCIAL REPORT FOR
Board of Health Fund
March 31, 2019

April 18, 2019 **Meeting**

Fund - 285

Department - Health

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/19	2,564,283		2,564,283
ESTIMATED REVENUES FOR 2019:			ACTUAL REVENUES TO DATE:
2019 Property Tax	2,993,614		Percentage of Collections: 0.00%
Less Circuit Breaker Credit	<u>(252,481)</u>		
Total Property Taxes charged	2,741,133		0.00%
Miscellaneous	2,074,397		22.80% 472,890
	<u>4,815,530</u>		Total Percentage of Collections 9.82% 472,890
TOTAL CASH & ESTIMATED REVENUES:	7,379,813		ACTUAL CASH YEAR TO DATE: 3,037,173
ESTIMATED DISBURSEMENTS:			ACTUAL DISBURSEMENTS:
2019 Budget	5,419,019		1,223,771
2018 Encumbrances	4,600		
Additional Appropriations	<u>4,479</u>		
TOTAL BUDGETED APPROPRIATION	5,428,098		Percentage of Disbursements 22.55% 1,223,771
AMOUNT LEFT FOR APPROPRIATION	<u><u>1,951,715</u></u>		REMAINING CASH BALANCE YTD: <u><u>1,813,402</u></u>
FOR CONSIDERATION TODAY:			
APPROPRIATIONS			
UNAPPROPRIATIONS			

ALLEN COUNTY
FINANCIAL REPORT
Cumulative Capital Development
March 31, 2019

April 18, 2019

Meeting

Fund - 321

Dept - Commissioners

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/19	10,478,638		10,478,638
ESTIMATED REVENUES FOR 2019:			ACTUAL REVENUES TO DATE:
			Percentage of Collections:
2019 Property Tax	2,931,247		0.00%
Less Circuit Breaker Credit	<u>(269,037)</u>		
Total Property Taxes charged	2,662,210		0.00%
Miscellaneous	1,247,763		23.69% 295,584
	<u>3,909,973</u>		<u>295,584</u>
TOTAL CASH & ESTIMATED REVENUES:	14,388,611		ACTUAL CASH YEAR TO DATE: 10,774,223
			ACTUAL DISBURSEMENTS:
ESTIMATED DISBURSEMENTS:			
2019 Budget	4,971,569		457,284
2018 Encumbrances	366,007		
Additional Appropriations	<u> </u>		<u> </u>
TOTAL BUDGETED APPROPRIATION	5,337,576		Percentage of Disbursements 8.57% 457,284
AMOUNT LEFT FOR APPROPRIATION	<u><u>9,051,036</u></u>		REMAINING CASH BALANCE YTD: <u><u>10,316,939</u></u>

FOR CONSIDERATION TODAY:

APPROPRIATIONS
UNAPPROPRIATIONS

ALLEN COUNTY
FINANCIAL REPORT
LIT-Economic Development
March 31, 2019

April 18, 2019

Meeting

Fund - 329

Dept - Commissioners

	<u>ESTIMATE</u>		<u>ACTUAL</u>	
CASH BALANCE AT 1/1/19	20,574,535			20,574,535
ESTIMATED REVENUES FOR 2019:	—			ACTUAL REVENUES TO DATE:
				Percentage of Collections:
LIT-Economic Development Tax	10,467,370		25.00%	2,616,843
Miscellaneous (Commissioners)	-			126,359
Federal/State Project Reimb-Highway	3,500,000		8.02%	280,705
	13,967,370			3,023,906
		Total Percentage of Collections	21.65%	3,023,906
TOTAL CASH & ESTIMATED REVENUES:	34,541,905			ACTUAL CASH YEAR TO DATE: 23,598,441
ESTIMATED DISBURSEMENTS:				ACTUAL DISBURSEMENTS:
2018 Budget, Encumbrances and Additional Appropriations:				
Highway (\$5,600,000 Beg Budget, \$5,782,064 PO's)	11,382,064		9.05%	1,030,179
Planning (\$315,163 Beg Budget, \$0 PO's)	315,163		25.06%	78,981
Commissioners (\$18,196,746 Beg Budget, \$4,647,931 PO's)	22,844,677		5.32%	1,215,881
	34,541,904			2,325,040
TOTAL BUDGETED APPROPRIATION	34,541,904		Percentage of Disbursements	6.73%
AMOUNT LEFT FOR APPROPRIATION	0			REMAINING CASH BALANCE YTD: <u>21,273,401</u>
FOR CONSIDERATION TODAY:				
APPROPRIATIONS				
UNAPPROPRIATIONS				

ALLEN COUNTY
FINANCIAL REPORT
MAJOR BRIDGE FUND
March 31, 2019

April 18, 2019

Meeting

Fund - 340

Dept - Highway

ESTIMATE

ACTUAL

CASH BALANCE AT 1/1/19 3,147,017

3,147,017

ESTIMATED REVENUES FOR 2019:

ACTUAL REVENUES TO DATE:

2019 Property Tax 2,011,334
 Less Circuit Breaker Credit (177,978)
 Total Property Taxes charged 1,833,356
 Miscellaneous 149,423
1,982,779

Percentage of Collections:

0.00%

Total Property Taxes charged 1,833,356

0.00%

Miscellaneous 149,423

0.00%

Total Percentage of Collections

0.00%

0

TOTAL CASH & **ESTIMATED** REVENUES: 5,129,796

ACTUAL CASH YEAR TO DATE:

3,147,017

ESTIMATED DISBURSEMENTS:

ACTUAL DISBURSEMENTS:

2019 Budget 1,917,382
 2018 Encumbrances 2,155,974
 Additional Appropriations

50,058

TOTAL BUDGETED APPROPRIATION 4,073,356

Percentage of Disbursements

1.23%

50,058

AMOUNT LEFT FOR APPROPRIATION 1,056,440

REMAINING CASH BALANCE YTD:

3,096,959

FOR CONSIDERATION TODAY:

APPROPRIATIONS

UNAPPROPRIATIONS

ALLEN COUNTY
FINANCIAL REPORT FOR
COUNTY BOND FUND
March 31, 2019

April 18, 2019 Meeting

Fund - 401

Department - Auditor

	<u>ESTIMATE</u>		<u>ACTUAL</u>
CASH BALANCE AT 1/1/19	1,278,777		1,278,777
ESTIMATED REVENUES FOR 2019:		ACTUAL REVENUES TO DATE:	
		Percentage of Collections:	
2019 Property Tax	1,481,215		0.00%
Less Circuit Breaker Credit	-		
Total Property Taxes charged	1,481,215		0.00%
Miscellaneous	137,040		5.51% 7,546
	1,618,255	Total Percentage of Collections	0.47% 7,546
TOTAL CASH & ESTIMATED REVENUES:	2,897,032	ACTUAL CASH YEAR TO DATE:	1,286,324
ESTIMATED DISBURSEMENTS:		ACTUAL DISBURSEMENTS:	
2019 Budget	2,440,000		921,700
2018 Encumbrances	-		
Additional Appropriations			
TOTAL BUDGETED APPROPRIATION	2,440,000	Percentage of Disbursements	37.77% 921,700
AMOUNT LEFT FOR APPROPRIATION	457,032	REMAINING CASH BALANCE YTD:	364,624

FOR CONSIDERATION TODAY:

APPROPRIATIONS
UNAPPROPRIATIONS

ALLEN COUNTY
FINANCIAL REPORT FOR
Rainy Day Fund
March 31, 2019

April 18, 2019

Meeting

Fund - 736

Department - Commissioners

	<u>ESTIMATE</u>		<u>ACTUAL</u>	
CASH BALANCE AT 1/1/19	15,090,658			15,090,658
ESTIMATED REVENUES FOR 2019:			ACTUAL REVENUES TO DATE:	
			Percentage of Collections:	
Interest/Miscellaneous	200,000		41.31%	82,620
Highway loan repayment	340,000		100.00%	340,000
	540,000		Total Percentage of Collections	78.26% 422,620
TOTAL CASH & ESTIMATED REVENUES:	15,630,658		ACTUAL CASH YEAR TO DATE:	15,513,278
ESTIMATED DISBURSEMENTS:			ACTUAL DISBURSEMENTS:	
2019 Budget	-			
2018 Encumbrances	-			
Additional Appropriations	-			-
TOTAL BUDGETED APPROPRIATION	-		Percentage of Disbursements	-
Transfer from General Fund			Transfer from General Fund	
AMOUNT LEFT FOR APPROPRIATION	15,630,658		REMAINING CASH BALANCE YTD:	15,513,278

FOR CONSIDERATION TODAY:

APPROPRIATIONS

UNAPPROPRIATIONS

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? \$19,635.00

What is the grant application deadline? 27-Mar-19

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: 3-27-19

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.

Form approved by County Council 4/17/03. Revised 5/2009.

**SALARY ORDINANCE
2019**

Consideration of a salary ordinance reclassifying the pay for an employee within the budget of the County Services 100-3901-415

TITLE	APPROP	CLASSIFICATION FROM/TO:	SALARY FROM/TO:
Senior Buyer	13-56	PAT 4/4 PAT 5/4	\$53,338 \$58,671

37.5 hrs/non-exempt

WHEREAS: The Allen County Council is apprised of the need to amend the salary ordinance for the Senior Buyer 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 County Services is amended as described above.

SECTION 2. Additional funds are needed for 2019.

THIS ORDINANCE READ, CONSIDERED AND ADOPTED BY THE MEMBERS OF THE ALLEN COUNTY COUNCIL ON THE 18th DAY OF APRIL, 2019.

MEMBERS OF THE ALLEN COUNTY COUNCIL

AYE

NAY

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

ATTEST: _____
**NICK D. JORDAN, ALLEN COUNTY AUDITOR
SECRETARY, EX-OFFICIO**



COUNTY COUNCIL

ADDITIONAL APPROPRIATION REQUEST FROM THE GENERAL FUND:

DEPARTMENT: Allen Superior Court

LINE ITEM NUMBER: 100-62-01-412.

REQUESTED AMOUNT: \$ 932,384.00

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

n/a

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

No. One time expenses for two sequestered jury trials, one a death penalty. Also, capital purchase for three e-filing laptops with Office 2019. The laptops were included in our 2019 capital expense survey.

HOW WILL THIS APPROPRIATION BE USED?

22-01: \$1,250; 29-03: \$792; 29-13: \$6,050; 31-06: \$385,000; 32-02: \$16,690; 39-82: \$315,000; 39-86: \$29,210; 39-87: \$171,660; 43-03: \$6,732

SPECIFIC COST OF ITEM AND HOW WAS THIS COST DETERMINED?

Laptops are \$2,243.87 each, Office 2019 is \$263.72 for each license. Cost for sequestered jury trials based on quotes from vendors. Allen County will be reimbursed for a portion of the trial through the Indiana Public Defender Commission.

IS THIS A RECURRING EXPENSE?

No

WILL OTHER EXPENDITURES BE NECESSARY?

No

DISCUSSED WITH LIAISON? Yes

LIAISON'S NAME: Joel Benz

After saving this form, email it to
Becky Butler in the Auditor's Office



COUNTY COUNCIL

REQUEST FOR TRANSFERS WITHIN FUND BUT BETWEEN SERIES

DEPARTMENT: Auditor's office

NAME OF FUND: General

TOTAL AMOUNT TO BE TRANSFERRED:
\$20k

FROM LINE ITEM:	100-0201-415.13-02	\$	20,000	AMOUNT
		\$		
		\$		
TO LINE ITEM:	100-0201-415.31-13	\$	20,000	
		\$		
		\$		

WHY IS THIS NEEDED?

Purchase of Superior Click2Gov employee self service portal. This portal will allow employees to view/print check stubs as well as view W-2 info from anywhere. It also provides other demographic info as well as a paycheck calculator and some other "tools". Eliminates need for payroll staff to reprint check stubs & possibly some W-2's.

PROJECTED EXPENDITURE FOR TRANSFER-OUT LINE ITEM:

\$0-not hiring chief deputy at this time.

IS THERE SUFFICIENT FUNDING FOR FUTURE NEEDS AFTER TRANSFER?

Yes. Price will drop 50% on annual amount due for Click2Gov. Future budgets can be covered with current allocation.

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

Budgeted 33% of chief deputy salary in the event I chose to hire one in 2019. Have decided not to.

DISCUSSED WITH LIAISON? Emailed

LIAISON'S NAME: Tom Harris

After saving this form, email it to
Becky Butler in the Auditor's Office

Superion, a CentralSquare Company

Add-On Quote

Quote Prepared For:

Ed Steenman, IT Director
 Allen County
 1 East Main Street
 Fort Wayne, IN, 46802
 260-449-7569

Date: 02/19/19

Quote Number: Q-00012413

**Valid Until:
 05/16/19**

Quote Prepared By:

Johnny Rivera, Associate Account Manager - Install
 Superion
 1000 Business Center
 Lake Mary, FL 32746
 Phone: (800) 727-8088 Fax:
jonathan.rivera@centralsquare.com

Thank you for your interest in our company and our software and services solutions. Please review the below quote and feel free to contact Johnny Rivera with any questions.

Cloud/Hosted Fees

Product Name	Quantity	Amount
NaviLine Click2Gov3 Employee Self Service	1	4,260.00
Total		4,260.00

Third-Party Cloud/Hosted Fees

Product Name	Quantity	Amount
NaviLine Click2Gov3 Core-Enterprise	1	5,820.00
NaviLine Click2Gov3 Core-Enterprise - Contract Startup Fee	1	2,000.00
Total		7,820.00

Professional Services Installation & Configuration

Product Name	Amount
NaviLine Internet Installation PA	1,400.00
NaviLine Click2Gov3 Cores-Services	2,800.00
Total	4,200.00

Training

Product Name	Amount
NaviLine Internet Training PA	640.00
NaviLine Click2Gov3 Cores-Services	640.00
Total	1,280.00

Project Management

Product Name	Amount
NaviLine Internet Project Management PA	640.00
NaviLine Click2Gov3 Cores-Services	1,280.00
Total	1,920.00
Total Professional Services	7,400.00

Summary

Product/Service	Amount
Cloud/Hosted Annual Access Fees	4,260.00
Professional Services	7,400.00
Subtotal	11,660.00 USD
Third-Party Cloud/Hosted Access Fees	7,820.00
Subtotal	7,820.00 USD
Total	19,480.00 USD

See Product notes in the Additional Information Section

Payment terms as follows, unless otherwise notated below for Special Payment Terms by Product:

Do not pay from this form. Customer will be invoiced for the fees set forth after execution.

If applicable, annual Access, Subscription and/or Cloud/Hosting Fees will be invoiced annually after the initial term.

Maintenance Service and Support Fees (including third party products) are included with purchase for the initial term and will be invoiced annually after the initial term.

License, Start-up and Third Party software and/or hardware Fees are due at execution.

Training Fees and Travel Expenses are due as incurred. All other Professional Services will be Fixed Fee, due at execution.

Custom Modifications and Third Party Product Implementation Services fees are due 50% on execution of this Quote and 50% due upon invoice, upon completion.

Pricing for professional services provided under this quote is a good faith estimate based on the information available at the time of execution. The total amount may vary based on the actual number of hours of services required to complete the services. If required, additional services can be provided on a time and materials basis at CentralSquare's then-current hourly rates for the services at issue. For training and on-site project management sessions which are cancelled at the request of Customer within fourteen (14) days of the scheduled start date, Customer is responsible for entire price of the training or on-site project management plus incurred expenses.

Additional Terms:

This form constitutes a supplemental order and amendment to the existing Agreement (the "Agreement") by and between CentralSquare and Customer. Unless otherwise stated below, all terms and conditions as stated in the Agreement shall remain in effect.

Applicable taxes are not included, and, if applicable, will be added to the amount in the payment of invoice(s) being sent separately.

Travel expenses shall be governed by the CentralSquare Travel Policy.

Preprinted conditions and any terms stated on purchase orders or other documents submitted hereafter by Customer are of no force or effect, and the terms and conditions of the Contract and Agreement and any amendments thereto shall control unless expressly accepted in writing by both parties.

If applicable, Third party hardware/software maintenance and any applicable warranty provisions will be provided by the third party manufacturer(s). The return and refund policy of each individual third party hardware/software supplier shall apply. In the event that a manufacturer changes any of these respective policies or prices, CentralSquare reserves the right to adjust this proposal to reflect those changes if they occur prior to execution.

Any shipping charges shown are estimated only and actual shipping charges will be due upon invoice, upon delivery. Delivery is defined as either a) electronic delivery, by posting it on CentralSquare's network for downloading, or similar electronic file transfer method, or (b) physical shipment, such as on a disc or other media transfer method. Physical shipment is on FOB- CentralSquare's shipping point, and electronic delivery is deemed effective at the time CentralSquare provides Customer with access to download the CentralSquare Solutions.

Ed Steenman, IT Director
Allen County

Authorized Signature: _____

Printed Name: _____

Date: _____

Additional Information Section
Product Notes: