

**ALLEN COUNTY COUNCIL MEETING AGENDA  
THURSDAY, MARCH 21, 2019  
8:30 AM**

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

**APPROVAL OF MINUTES:** FEBRUARY 21, 2019

**FINANCIAL REPORT:** AUDITOR, NICK JORDAN

**TOTAL APPROPRIATIONS REQUESTED IN THE GENERAL FUND:** \$7,502

**TOTAL APPROPRIATIONS REQUESTED IN OTHER FUNDS:** \$0

**PUBLIC COMMENT**

**DEPARTMENT 03 - TREASURER** Kerley

Consideration of a salary ordinance reclassifying the Accounting Manager, PAT 3/4, \$46,404, 37.5 hrs, non-exempt to Finance Manager, PAT 4/4, \$53,338, 37.5 hrs, non-exempt.

**DEPARTMENT 04 - RECORDER** Benz

Consideration of a salary ordinance increasing the percentage of the Chief Deputy's salary to 90% of the Recorder's salary, to \$67,778, 37.5 hrs, exempt.

**DEPARTMENT 08 - PROSECUTOR** Brown

Request permission to apply for a grant from the Drug and Alcohol Consortium for recording equipment.

**DEPARTMENT 31- COOPERATIVE EXTENSION** Fries

**APPROPRIATION IN COOP EXTENSION GENERAL FUND:**

|    |                    |             |         |
|----|--------------------|-------------|---------|
| 1. | 100-3101-463.32-04 | TELEPHONE   | \$1,512 |
| 2. | 100-3101-463.31-13 | CONTRACTUAL | \$5,990 |
|    |                    |             | \$7,502 |

**DEPARTMENT 37 - DEPARTMENT OF PLANNING** Harris

**TRANSFER WITHIN DPS FUND 337:**

**FROM:**

337-3701-419.11-03 EXTRA DEPUTY HIRE \$28,050

**TO:**

337-3701-419.31-13 CONTRACTUAL \$28,050

**DEPARTMENT - 39 COUNTY SERVICES**

Fries

- 1. Consideration of a salary ordinance reclassifying the Administrative Assistant, OSS 3/2, \$32,413, 37.5 hrs, non-exempt to Office Manager, OSS 4/2, \$36,409, 37.5 hrs, non-exempt.
- 2. Consideration of a salary ordinance reclassifying the Senior Buyer, PAT 4/4, \$53,338, 37.5 hrs, non-exempt to PAT 5/4, \$58,671, 37.5 hrs, exempt.
- 3. Consideration of a salary ordinance reclassifying the Mechanic Assistant, LTC 3/4, \$39,792, 37.5 hrs, non-exempt to Mechanic LTC 4/4, \$45,218, 37.5 hrs, non-exempt.

**DEPARTMENT - 49 NIRCC**

Fries

Consideration of a salary ordinance establishing the pay for Principal Planner-Grant Administrator, PAT 5/2, \$53,217, 37.5 hrs, non-exempt.

**DEPARTMENT - 62 - SUPERIOR COURT**

Benz

**APPROPRIATION REDUCTION IN COUNCIL GENERAL FUND:**

- 1. 100-4201-413.49-10 OTHER CAPITAL -\$4,026

**APPROPRIATION IN SUPERIOR COURT GENERAL FUND:**

- 2. 100-6201-412.43-01 FURNITURE & FIXTURES \$1,986
- 3. 100-6201-412.43-03 OFFICE & COMPUTER EQUIPMENT \$2,040
- \$4,026

- 4. Consideration of a salary ordinance establishing the pay for the Protection Order Specialist, OSS 4/2, \$36,409, 37.5 hrs, non-exempt.

**TRANSFER IN SUPERIOR COURT GENERAL FUND:**

**FROM:**

- 5. 100-6201-412.21-01 SUPPLIES \$806

**TO:**

- 6. 100-6201-412.43-01 FURNITURE & FIXTURES \$806

**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 March 21, 2019.

The next County Council regular meeting will be held at 8:30 am Thursday, April 18, 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**  
February 28, 2019

March 20, 2019      **Meeting**

**Fund - 100**

|   | <u>ESTIMATE</u>          |  | <u>ACTUAL</u>                    |                          |
|---|--------------------------|--|----------------------------------|--------------------------|
| CASH BALANCE AT 1/1/19                  | 32,658,179               |  |                                  | 32,658,179               |
| <b>ESTIMATED REVENUES FOR 2019:</b>     |                          |  | <b>ACTUAL REVENUES TO DATE:</b>  |                          |
|   |                          |  | 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>        |  |                                  | 16.77% <u>6,743,877</u>  |
|   | 103,151,959              |  | Total Percentage of Collections  | 6.54%    6,743,877       |
| TOTAL CASH & <b>ESTIMATED</b> REVENUES: | 135,810,138              |  | <b>ACTUAL CASH YEAR TO DATE:</b> | 39,402,056               |
| <b>ESTIMATED DISBURSEMENTS:</b>         |                          |  | <b>ACTUAL DISBURSEMENTS:</b>     |                          |
| 2019 Budget                             | 103,068,448              |  |                                  | 16,833,133               |
| 2018 Encumbrances                       | 5,574,807                |  |                                  |                          |
| Additional Appropriations               | 158,007                  |  |                                  |                          |
|   | <u>108,801,262</u>       |  | Percentage of Disbursements      | 15.47% <u>16,833,133</u> |
| TOTAL BUDGETED APPROPRIATION            | 108,801,262              |  |                                  |                          |
| Replenish Cash Reserve                  | (6,000,000)              |  |                                  |                          |
| AMOUNT LEFT FOR APPROPRIATION           | <u><u>21,008,875</u></u> |  | <b>ACTUAL CASH BALANCE YTD:</b>  | <u><u>22,568,923</u></u> |
| FOR CONSIDERATION TODAY:                |                          |  |                                  |                          |
| <b>APPROPRIATIONS</b>                   | <b>7,502</b>             |  |                                  |                          |

# County General Miscellaneous Revenue Explanations

February 2019

16.66% of Year Elapsed

| Revenue Source                     | Annual Estimate | Percent | Actual    | Explanation   |
|------------------------------------|-----------------|---------|-----------|---|
| <b>OTHER TAXES:</b>                |                 |         |           |   |
| 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      | 16.67%  | 2,868,648 | 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.  |
| <b>INTERGOVERNMENTAL REVENUES:</b> |                 |         |           |   |
| 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       | 29.81%  | 864,381   | Varies monthly depending on prisoners   |
| ACJC/Trans Child Care              | 210,000         | 32.59%  | 68,430    | Per Diem fees received monthly, except out-of-county contracts pay full year in first quarter   |
| Youth Serv/Regular Child Care      | 550,000         | 29.80%  | 163,907   | 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          | 6.40%   | 3,200     | Receive monthly from Social Security Admin  |
| <b>LICENSES AND PERMITS:</b>       |                 |         |           |   |
| Department of Planning             | 750,000         | 36.16%  | 271,220   | Collections deposited monthly   |
| Building Department                | 1,900,000       | 22.08%  | 419,494   | Collections deposited monthly   |
| Cable Franchise License Fees       | 400,000         | 27.04%  | 108,150   | Paid Quarterly from Cable Vendors   |
| <b>CHARGES FOR SERVICES:</b>       |                 |         |           |   |
| Treasurer                          | 185,000         | 10.53%  | 19,486    | Tax Sale Fees receipted with December Settlement  |
| Recorder                           | 875,000         | 15.29%  | 133,818   | Collections deposited monthly   |
| Sheriff                            | 1,800,000       | 11.91%  | 214,435   | Made up of different fees, including tax warrants at <b>2/28 \$20,582.84</b> .  |
| Surveyor                           | 150,000         | 6.65%   | 9,979     | Summer months usually yield higher collections  |
| Auditor                            | 50,000          | 1.45%   | 723       | 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

February 2019

16.66% of Year Elapsed

| Revenue Source                         | Annual Estimate   | Percent       | Actual           | Explanation  |
|--|-------------------|---------------|------------------|--|
| Data Processing                        | 105,000           | 7.01%         | 7,363            | Data file fees monthly / Joint Permit Brd 50% reimb from City of Ft Wayne                              |
| N.I.R.C.C.                             | 850,000           | 24.67%        | 209,706          | Reimbursed from Feds as it is spent and invoiced   |
| Clerk                                  | 1,150,000         | 11.96%        | 137,582          | Collections deposited monthly  |
| <b>MISCELLANEOUS REVENUE:</b>          |                   |               |                  |  |
| Child Support Exp Budget Reimb         | 1,260,000         | 16.92%        | 213,179          | 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           | 40.07%        | 320,572          | Received monthly   |
| Rental of County Property              | 250,000           | 15.74%        | 39,350           | Received monthly.  |
| Co. Misc. - Non-identified Rev         | 175,000           | 4.83%         | 8,458            | Miscellaneous one time revenue   |
| <b>OTHER FINANCING SOURCES:</b>        |                   |               |                  |  |
| Sale of Real & Personal Property       | 50,000            | 8.56%         | 4,282            | 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.                |
| <b>TOTAL</b>                           | <b>40,205,607</b> | <b>16.77%</b> | <b>6,743,877</b> |  |
| 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>40,205,607</b> | <b>16.77%</b> | <b>6,743,877</b> |  |

ALLEN COUNTY  
 FINANCIAL REPORT FOR  
**LIT Public Safety-County Share**  
 February 28, 2019

March 20, 2019      **Meeting**

**Fund - 120**

|   | <u>ESTIMATE</u>       |                                 | <u>ACTUAL</u>                    |                       |
|---|-----------------------|---------------------------------|----------------------------------|-----------------------|
| CASH BALANCE AT 1/1/19                  | 910,307               |                                 |                                  | 910,307               |
| <b>ESTIMATED REVENUES FOR 2019:</b>     |                       |                                 | <b>ACTUAL REVENUES TO DATE:</b>  |                       |
| COIT Public Safety distributive shares  | 3,380,705             |                                 | Percentage of Collections:       |                       |
|   |                       |                                 | 16.72%                           | 565,367               |
|   | <hr/>                 |                                 |                                  | <hr/>                 |
|   | 3,380,705             | Total Percentage of Collections | 16.72%                           | 565,367               |
| TOTAL CASH & <b>ESTIMATED</b> REVENUES: | 4,291,012             |                                 | <b>ACTUAL CASH YEAR TO DATE:</b> | 1,475,674             |
| <b>ESTIMATED DISBURSEMENTS:</b>         |                       |                                 | <b>ACTUAL DISBURSEMENTS:</b>     |                       |
| 2019 Budget                             | 3,430,705             |                                 |                                  | 619,217               |
| Additional Appropriations               | 0                     |                                 |                                  |                       |
|   | <hr/>                 |                                 |                                  | <hr/>                 |
| TOTAL BUDGETED APPROPRIATION            | 3,430,705             | Percentage of Disbursements     | 18.05%                           | 619,217               |
| <br>                                    |                       |                                 |                                  |                       |
| AMOUNT LEFT FOR APPROPRIATION           | <u><u>860,307</u></u> |                                 | <b>ACTUAL CASH BALANCE YTD:</b>  | <u><u>856,456</u></u> |
| <br>                                    |                       |                                 |                                  |                       |
| FOR CONSIDERATION TODAY:                |                       |                                 |                                  |                       |
| <br>                                    |                       |                                 |                                  |                       |
| <b>APPROPRIATIONS</b>                   |                       |                                 |                                  |                       |

ALLEN COUNTY  
FINANCIAL REPORT  
**HIGHWAY FUND**  
February 28, 2019

March 20, 2019      **Meeting**

**Fund - 250**

**Department - Highway**

|   | <u>ESTIMATE</u> |  | <u>ACTUAL</u>  |
|---|-----------------|--|--|
| CASH BALANCE AT 1/1/19                  | 5,745,001       |  | 5,745,001  |
| <b>ESTIMATED REVENUES FOR 2019:</b>     |                 |  | <b>ACTUAL REVENUES TO DATE:</b>                        |
|   |                 |  | Percentage of Collections:                             |
| SUR/Wheel Tax Distribution              | 2,526,977       |  | 10.49%    265,028                                      |
| Highway Fees                            | 440,000         |  | 21.44%    94,336                                       |
| MVH State Distribution                  | 10,637,806      |  | 15.77%    1,677,161                                    |
| Miscellaneous/Other                     | 340,000         |  | 17.67%    60,070                                       |
|   | 13,944,783      |  | Total Percentage of Collections    15.03%    2,096,595 |
| TOTAL CASH & <b>ESTIMATED</b> REVENUES: | 19,689,784      |  | <b>ACTUAL CASH YEAR TO DATE:</b> 7,841,597             |
| <b>ESTIMATED DISBURSEMENTS:</b>         |                 |  | <b>ACTUAL DISBURSEMENTS:</b>                           |
| 2019 Budget                             | 13,830,865      |  | 1,428,579  |
| 2018 Encumbrances                       | 5,793,097       |  |  |
| Additional Appropriations               |                 |  |  |
| TOTAL BUDGETED APPROPRIATION            | 19,623,962      |  | Percentage of Disbursements    7.28%    1,428,579      |
| AMOUNT LEFT FOR APPROPRIATION           | 65,822          |  | <b>REMAINING CASH BALANCE YTD:</b> <u>6,413,018</u>    |

FOR CONSIDERATION TODAY:

**APPROPRIATIONS**  
**UNAPPROPRIATIONS**



ALLEN COUNTY  
 FINANCIAL REPORT FOR  
**Sur/Wheel Tax Bridge Fund**  
 February 28, 2019

March 20, 2019      **Meeting**

**Fund - 252**

**Department - Highway**

|                                     | <u>ESTIMATE</u> |  | <u>ACTUAL</u>                      |                   |
|-------------------------------------|-----------------|--|------------------------------------|-------------------|
| CASH BALANCE AT 1/1/19              | 1,921,998       |  |                                    | 1,921,998         |
| <b>ESTIMATED REVENUES FOR 2019:</b> |                 |  | <b>ACTUAL REVENUES TO DATE:</b>    |                   |
|                                     |                 |  | Percentage of Collections:         |                   |
| Interlocal Agreements               | 100,000         |  | 11.09%                             | 11,086            |
| Miscellaneous                       | 80,000          |  |                                    | 50,340            |
|                                     | 180,000         |  | Total Percentage of Collections    | 61,425            |
|                                     |                 |  | 34.13%                             |                   |
| TOTAL ESTIMATED CASH:               | 2,101,998       |  | <b>ACTUAL CASH YEAR TO DATE:</b>   | 1,983,424         |
| <b>ESTIMATED DISBURSEMENTS:</b>     |                 |  | <b>ACTUAL DISBURSEMENTS:</b>       |                   |
| 2019 Budget                         | 469,624         |  |                                    | 943,001           |
| 2018 Encumbrances                   | 1,632,375       |  |                                    |                   |
| Additional Appropriations           |                 |  |                                    |                   |
| TOTAL BUDGETED APPROPRIATION        | 2,101,998       |  | Percentage of Disbursements        | 44.86%    943,001 |
| AMOUNT LEFT FOR APPROPRIATION       | 0               |  | <b>REMAINING CASH BALANCE YTD:</b> | 1,040,423         |

FOR CONSIDERATION TODAY:

**APPROPRIATIONS**  
**UNAPPROPRIATIONS**

ALLEN COUNTY  
FINANCIAL REPORT  
**LOCAL ROAD AND STREET**  
February 28, 2019

March 20, 2019

**Meeting**

**Fund - 255**

**Department - Highway**

|                                     | <u>ESTIMATE</u>             |  | <u>ACTUAL</u>                      |                             |
|-------------------------------------|-----------------------------|--|------------------------------------|-----------------------------|
| CASH BALANCE AT 1/1/19              | 2,526,474                   |  |                                    | 2,526,474                   |
| <b>ESTIMATED REVENUES FOR 2019:</b> |                             |  | <b>ACTUAL REVENUES TO DATE:</b>    |                             |
|                                     |                             |  | Percentage of Collections:         |                             |
| LRS Distributions                   | 2,390,062                   |  | 17.93%                             | 428,493                     |
| Federal Reimb/Misc                  | 250,000                     |  | 64.44%                             | 161,106                     |
|                                     | <u>2,640,062</u>            |  | Total Percentage of Collections    | <u>589,599</u>              |
| TOTAL ESTIMATED CASH:               | 5,166,536                   |  | <b>ACTUAL CASH YEAR TO DATE:</b>   | 3,116,073                   |
| <b>ESTIMATED DISBURSEMENTS:</b>     |                             |  | <b>ACTUAL DISBURSEMENTS:</b>       |                             |
| 2019 Budget                         | 2,596,088                   |  |                                    | 583,897                     |
| 2018 Encumbrances                   | 820,967                     |  |                                    |                             |
| Additional Appropriations           | <u>                    </u> |  |                                    | <u>                    </u> |
| TOTAL BUDGETED APPROPRIATION        | 3,417,055                   |  | Percentage of Disbursements        | 17.09% 583,897              |
| AMOUNT LEFT FOR APPROPRIATION       | <u><u>1,749,481</u></u>     |  | <b>REMAINING CASH BALANCE YTD:</b> | <u><u>2,532,176</u></u>     |

FOR CONSIDERATION TODAY:

**APPROPRIATIONS**  
**UNAPPROPRIATIONS**

ALLEN COUNTY  
FINANCIAL REPORT FOR  
**REASSESSMENT 2017**  
February 28, 2019

March 20, 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  |
| <b>ESTIMATED REVENUES FOR 2019:</b>         |                             |  |               |  |
| 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>               |  |               | 6.93% <u>3,811</u>                                       |
|   | 593,696                     |  |               | Total Percentage of Collections    0.64%    3,811        |
| <b>TOTAL CASH &amp; ESTIMATED REVENUES:</b> | 1,619,200                   |  |               | <b>ACTUAL CASH YEAR TO DATE:</b> 1,029,316               |
| <b>ESTIMATED DISBURSEMENTS:</b>             |                             |  |               |  |
| 2019 Budget                                 | 808,493                     |  |               | 85,198   |
| 2018 Encumbrances                           | 0                           |  |               |  |
| Additional Appropriations                   | <u>                    </u> |  |               | <u>                    </u>                              |
| <b>TOTAL BUDGETED APPROPRIATION</b>         | 808,493                     |  |               | Percentage of Disbursements    10.54%    85,198          |
| <b>AMOUNT LEFT FOR APPROPRIATION</b>        | <u><u>810,707</u></u>       |  |               | <b>REMAINING CASH BALANCE YTD:</b> <u><u>944,117</u></u> |

FOR CONSIDERATION TODAY:

**APPROPRIATIONS**  
**UNAPPROPRIATIONS**

ALLEN COUNTY  
FINANCIAL REPORT FOR  
**Board of Health Fund**  
February 28, 2019

March 20, 2019      **Meeting**

**Fund - 285**

**Department - Health**

|   | <u>ESTIMATE</u>         |  | <u>ACTUAL</u> |                                  |
|---|-------------------------|--|---------------|----------------------------------|
| CASH BALANCE AT 1/1/19                  | 2,564,283               |  | 2,564,283     |                                  |
| <b>ESTIMATED REVENUES FOR 2019:</b>     |                         |  |               | <b>ACTUAL REVENUES TO DATE:</b>  |
|   |                         |  |               | Percentage of Collections:       |
| 2019 Property Tax                       | 2,993,614               |  |               | 0.00%                            |
| Less Circuit Breaker Credit             | <u>(252,481)</u>        |  |               |                                  |
| Total Property Taxes charged            | 2,741,133               |  |               | 0.00%                            |
| Miscellaneous                           | 2,074,397               |  | 15.24%        | <u>316,143</u>                   |
|   | <u>4,815,530</u>        |  |               | Total Percentage of Collections  |
|   |                         |  | 6.57%         | <u>316,143</u>                   |
| TOTAL CASH & <b>ESTIMATED</b> REVENUES: | 7,379,813               |  |               | <b>ACTUAL CASH YEAR TO DATE:</b> |
|   |                         |  |               | 2,880,426                        |
| <b>ESTIMATED DISBURSEMENTS:</b>         |                         |  |               | <b>ACTUAL DISBURSEMENTS:</b>     |
|   |                         |  |               |                                  |
| 2019 Budget                             | 5,419,019               |  |               | 714,315                          |
| 2018 Encumbrances                       | 4,600                   |  |               |                                  |
| Additional Appropriations               | <u>4,479</u>            |  |               |                                  |
| TOTAL BUDGETED APPROPRIATION            | 5,428,098               |  |               | Percentage of Disbursements      |
|   |                         |  | 13.16%        | 714,315                          |
| AMOUNT LEFT FOR APPROPRIATION           | <u><u>1,951,715</u></u> |  |               | REMAINING CASH BALANCE YTD:      |
|   |                         |  |               | <u><u>2,166,111</u></u>          |
| FOR CONSIDERATION TODAY:                |                         |  |               |                                  |
| <b>APPROPRIATIONS</b>                   |                         |  |               |                                  |
| <b>UNAPPROPRIATIONS</b>                 |                         |  |               |                                  |

ALLEN COUNTY  
FINANCIAL REPORT  
**Cumulative Capital Development**  
February 28, 2019

March 20, 2019 Meeting

Fund - 321

Dept - Commissioners

|   | <u>ESTIMATE</u>             |  | <u>ACTUAL</u>  |
|---|-----------------------------|--|--|
| CASH BALANCE AT 1/1/19                  | 10,478,638                  |  | 10,478,638   |
| <b>ESTIMATED REVENUES FOR 2019:</b>     |                             |  | <b>ACTUAL REVENUES TO DATE:</b>                      |
| 2019 Property Tax                       | 2,931,247                   |  | Percentage of Collections: 0.00%                     |
| Less Circuit Breaker Credit             | <u>(269,037)</u>            |  |  |
| Total Property Taxes charged            | 2,662,210                   |  | 0.00%  |
| Miscellaneous                           | 1,247,763                   |  | 11.69% 145,925                                       |
|   | <u>3,909,973</u>            |  | <u>145,925</u>                                       |
| TOTAL CASH & <b>ESTIMATED</b> REVENUES: | 14,388,611                  |  | Total Percentage of Collections 3.73% 145,925        |
|   |                             |  | <b>ACTUAL CASH YEAR TO DATE:</b> 10,624,564          |
| <b>ESTIMATED DISBURSEMENTS:</b>         |                             |  | <b>ACTUAL DISBURSEMENTS:</b>                         |
| 2019 Budget                             | 4,971,569                   |  | 292,765  |
| 2018 Encumbrances                       | 366,007                     |  |  |
| Additional Appropriations               | <u>                    </u> |  | <u>                    </u>                          |
| TOTAL BUDGETED APPROPRIATION            | 5,337,576                   |  | Percentage of Disbursements 5.48% 292,765            |
| AMOUNT LEFT FOR APPROPRIATION           | <u><u>9,051,036</u></u>     |  | REMAINING CASH BALANCE YTD: <u><u>10,331,799</u></u> |
| FOR CONSIDERATION TODAY:                |                             |  |  |
| <b>APPROPRIATIONS</b>                   |                             |  |  |
| <b>UNAPPROPRIATIONS</b>                 |                             |  |  |

ALLEN COUNTY  
FINANCIAL REPORT  
**LIT-Economic Development**  
February 28, 2019

March 20, 2019

**Meeting**

**Fund - 329**

**Dept - Commissioners**

|   | <u>ESTIMATE</u> |  | <u>ACTUAL</u> |  |
|---|-----------------|--|---------------|--|
| CASH BALANCE AT 1/1/19                                    | 20,574,535      |  |               | 20,574,535   |
| <b>ESTIMATED REVENUES FOR 2019:</b>                       | —               |  |               |  |
| LIT-Economic Development Tax                              | 10,467,370      |  |               |  |
| Miscellaneous (Commissioners)                             | -               |  |               | 126,359  |
| Federal/State Project Reimb-Highway                       | 3,500,000       |  |               | 6.46% 226,117  |
|   | 13,967,370      |  |               | Total Percentage of Collections 15.01% 2,097,038     |
| TOTAL CASH & <b>ESTIMATED</b> REVENUES:                   | 34,541,905      |  |               | <b>ACTUAL</b> CASH YEAR TO DATE: 22,671,573          |
| <b>ESTIMATED DISBURSEMENTS:</b>                           |                 |  |               |  |
| 2018 Budget, Encumbrances and Additional Appropriations:  |                 |  |               |  |
| Highway (\$5,600,000 Beg Budget, \$5,782,064 PO's)        | 11,382,064      |  |               | 7.78% 885,876  |
| Planning (\$315,163 Beg Budget, \$0 PO's)                 | 315,163         |  |               | 14.53% 45,786  |
| Commissioners (\$18,196,746 Beg Budget, \$4,647,931 PO's) | 22,844,677      |  |               | 4.84% 1,104,987                                      |
|   | 34,541,904      |  |               | Percentage of Disbursements 5.90% 2,036,649          |
| TOTAL BUDGETED APPROPRIATION                              | 34,541,904      |  |               |  |
| AMOUNT LEFT FOR APPROPRIATION                             | 0               |  |               | <b>REMAINING CASH BALANCE YTD:</b> <u>20,634,924</u> |
| FOR CONSIDERATION TODAY:                                  |                 |  |               |  |
| <b>APPROPRIATIONS</b>                                     |                 |  |               |  |
| <b>UNAPPROPRIATIONS</b>                                   |                 |  |               |  |

ALLEN COUNTY  
FINANCIAL REPORT  
**MAJOR BRIDGE FUND**  
February 28, 2019

March 20, 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%  
  
 0.00%  
 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                     

47,448

TOTAL BUDGETED APPROPRIATION 4,073,356

Percentage of Disbursements 1.16% 47,448

AMOUNT LEFT FOR APPROPRIATION 1,056,440

REMAINING CASH BALANCE YTD: 3,099,569

FOR CONSIDERATION TODAY:

**APPROPRIATIONS**  
**UNAPPROPRIATIONS**

ALLEN COUNTY  
FINANCIAL REPORT FOR  
**COUNTY BOND FUND**  
February 28, 2019

March 20, 2019 Meeting

Fund - 401

Department - Auditor

|   | <u>ESTIMATE</u>             |  | <u>ACTUAL</u>                                       |
|---|-----------------------------|--|---|
| CASH BALANCE AT 1/1/19                  | 1,278,777                   |  | 1,278,777   |
| <b>ESTIMATED REVENUES FOR 2019:</b>     |                             |  | <b>ACTUAL REVENUES TO DATE:</b>                     |
|   |                             |  | Percentage of Collections:                          |
| 2019 Property Tax                       | 1,481,215                   |  | 0.00%   |
| Less Circuit Breaker Credit             | -                           |  |   |
| Total Property Taxes charged            | <u>1,481,215</u>            |  | 0.00%   |
| Miscellaneous                           | 137,040                     |  | 4.05%      5,549                                    |
|   | <u>1,618,255</u>            |  | <u>0.34%      5,549</u>                             |
| TOTAL CASH & <b>ESTIMATED</b> REVENUES: | 2,897,032                   |  | <b>ACTUAL CASH YEAR TO DATE:</b> 1,284,327          |
| <b>ESTIMATED DISBURSEMENTS:</b>         |                             |  | <b>ACTUAL DISBURSEMENTS:</b>                        |
| 2019 Budget                             | 2,440,000                   |  |   |
| 2018 Encumbrances                       | -                           |  |   |
| Additional Appropriations               | <u>                    </u> |  | <u>                    </u>                         |
| TOTAL BUDGETED APPROPRIATION            | 2,440,000                   |  | Percentage of Disbursements      0.00%      0       |
| AMOUNT LEFT FOR APPROPRIATION           | <u><u>457,032</u></u>       |  | REMAINING CASH BALANCE YTD: <u><u>1,284,327</u></u> |

FOR CONSIDERATION TODAY:

**APPROPRIATIONS**  
**UNAPPROPRIATIONS**



ALLEN COUNTY  
FINANCIAL REPORT FOR  
**Rainy Day Fund**  
February 28, 2019

March 20, 2019      **Meeting**

**Fund - 736**

**Department - Commissioners**

|   | <u>ESTIMATE</u> |  | <u>ACTUAL</u>                    |                     |
|---|-----------------|--|----------------------------------|---------------------|
| CASH BALANCE AT 1/1/19                  | 15,090,658      |  |                                  | 15,090,658          |
| <b>ESTIMATED REVENUES FOR 2019:</b>     |                 |  | <b>ACTUAL REVENUES TO DATE:</b>  |                     |
|   |                 |  | Percentage of Collections:       |                     |
| Interest/Miscellaneous                  | 200,000         |  | 29.27%                           | 58,534              |
| Highway loan repayment                  | 340,000         |  | 100.00%                          | 340,000             |
|   | 540,000         |  | Total Percentage of Collections  | 73.80%      398,534 |
| TOTAL CASH & <b>ESTIMATED</b> REVENUES: | 15,630,658      |  | <b>ACTUAL CASH YEAR TO DATE:</b> | 15,489,192          |
| <b>ESTIMATED DISBURSEMENTS:</b>         |                 |  | <b>ACTUAL DISBURSEMENTS:</b>     |                     |
| 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:      | 15,489,192          |

FOR CONSIDERATION TODAY:

**APPROPRIATIONS**  
**UNAPPROPRIATIONS**

**SALARY ORDINANCE  
2019**

Consideration of a salary ordinance reclassifying the pay for an employee within the budget of the Treasurer 100-0301-415

| <b>TITLE<br/>FROM/TO</b>            | <b>APPROP</b> | <b>CLASSIFICATION<br/>FROM/TO:</b> | <b>SALARY<br/>FROM/TO:</b> |
|-------------------------------------|---------------|------------------------------------|----------------------------|
| Accounting Mgr -<br>Finance Manager | 13-38         | PAT 3/4<br>PAT 4/4                 | \$46,404<br>\$53,338       |
|                                     |               |                                    | 37.5 hrs/non-non-exempt    |

**WHEREAS:** The Allen County Council is apprised of the need to amend the salary ordinance for the Finance Manager 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 Treasurer is amended as described above.

**THIS ORDINANCE READ, CONSIDERED AND ADOPTED BY THE MEMBERS OF THE ALLEN COUNTY COUNCIL ON THE 21<sup>ST</sup> DAY OF MARCH, 2019.**

**MEMBERS OF THE ALLEN COUNTY COUNCIL**

**AYE**

**NAY**

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

**SALARY ORDINANCE  
2019**

Consideration of a salary ordinance reclassifying the pay for an employee within the budget of the Recorder 245-0401-415

| <b>TITLE</b> | <b>APPROP</b> | <b>CLASSIFICATION</b> | <b>SALARY</b>   |
|--------------|---------------|-----------------------|-----------------|
| Chief Deputy | 13-67         | EXEC                  | \$67,778        |
|              |               |                       | 37.5 hrs/exempt |

**WHEREAS:** The Allen County Council is apprised of the need to amend the salary ordinance for the Chief Deputy 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 Recorder is amended as described above.

**THIS ORDINANCE READ, CONSIDERED AND ADOPTED BY THE MEMBERS OF THE ALLEN COUNTY COUNCIL ON THE 21<sup>ST</sup> DAY OF MARCH, 2019.**

**MEMBERS OF THE ALLEN COUNTY COUNCIL**

**AYE**

**NAY**

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



## 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

February 18, 2019

Allen 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 a grant through the Drug and Alcohol Consortium for equipment purchases. As you know, we have previously applied for this grant in order to fund recording equipment for an OWI testing room at the Allen County Jail.

The Fort Wayne Police Department is updating the IRecord system that was installed in 2012, which runs 16 interview rooms, 2 of which are funded by this office. The total estimated cost for our rooms is \$13,128.58.

The Drug and Alcohol Consortium's grant cycle usually begins in March. We respectfully request permission to apply for grant money so that we may use the funds to upgrade the IRecord system in our two rooms at the Allen County Jail.

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

Sincerely,

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

cc: Nick Jordan, 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? \$13,128.58

What is the grant application deadline? Unknown

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: February 18, 2019

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



## COUNTY COUNCIL

### ADDITIONAL APPROPRIATION REQUEST FROM THE GENERAL FUND:

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DEPARTMENT: Purdue Cooperative Extension Service - Allen County Office

LINE ITEM NUMBER: 100-3101-463.32-04

REQUESTED AMOUNT: \$ 1512.00

FOR LINE ITEM UNDER CONSIDERATION, YTD EXPENDITURES & ANTICIPATED EXPENDITURES:  
\$3350.00

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

Yes

HOW WILL THIS APPROPRIATION BE USED?

Cover increased telephone line cost

SPECIFIC COST OF ITEM AND HOW WAS THIS COST DETERMINED?

\$9.00 per line per month by PFW which is \$126.00 per month = \$1512.00 annually

HOW DOES THIS FIT INTO THE STRATEGIC PLAN?

Communication link to the residents of Allen County, Purdue University, and the resources to provide quality education.

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

Yes

IS THIS A RECURRING EXPENSE? Annual request

WILL OTHER EXPENDITURES BE NECESSARY?

Not for telephone

DISCUSSED WITH LIAISON? Yes

LIAISON'S NAME: Ken Fries



## COUNTY COUNCIL

### ADDITIONAL APPROPRIATION REQUEST FROM THE GENERAL FUND:

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DEPARTMENT: Purdue Cooperative Extension Service - Allen County Office

LINE ITEM NUMBER: 100-3101-463.31-13

REQUESTED AMOUNT: \$ 5990.00

FOR LINE ITEM UNDER CONSIDERATION, YTD EXPENDITURES & ANTICIPATED EXPENDITURES:  
\$ 154,035.00

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

Yes

HOW WILL THIS APPROPRIATION BE USED?

Salary increases for Purdue Extension educators

SPECIFIC COST OF ITEM AND HOW WAS THIS COST DETERMINED?

Requested by Dr. Jason Henderson, County Extension Director

HOW DOES THIS FIT INTO THE STRATEGIC PLAN?

Compensation for quality work performed by Purdue Extension Educators in providing education and resources to improve the lives and livelihoods of Allen County residents.

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

Yes

IS THIS A RECURRING EXPENSE?

Annual request

WILL OTHER EXPENDITURES BE NECESSARY?

Not for contractual services

DISCUSSED WITH LIAISON? Yes

LIAISON'S NAME: Ken Fries



# COUNTY COUNCIL

## REQUEST FOR TRANSFERS WITHIN FUND BUT BETWEEN SERIES

DEPARTMENT: Department of Planning Services

NAME OF FUND: Fund 337 - DPS Fund

TOTAL AMOUNT TO BE TRANSFERRED:  
\$28,050

|                 |                    |    |       |        |
|-----------------|--------------------|----|-------|--------|
| FROM LINE ITEM: | 337-3701-419.11-03 | \$ | 28050 | AMOUNT |
|                 |                    | \$ |       |        |
|                 |                    | \$ |       |        |
| TO LINE ITEM:   | 337-3701-419.31-13 | \$ | 28050 |        |
|                 |                    | \$ |       |        |
|                 |                    | \$ |       |        |

### WHY IS THIS NEEDED?

As part of the Quality of Work Life Survey, DPS staff identified the need for additional training. The money transferred will be used this year for staff training and development. I have a proposal from a consultant who will provide the training topics identified by DPS staff.

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

\$0 - At this time I do not have any part-time staff

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

Yes

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

At budget time last year I had a part-time individual. She left her position in October to take a full-time job with benefits.

DISCUSSED WITH LIAISON? Yes I will

LIAISON'S NAME: Tom Harris

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



**SALARY ORDINANCE  
2019**

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

| <b>TITLE</b>                   | <b>APPROP</b> | <b>CLASSIFICATION<br/>FROM/TO:</b> | <b>SALARY<br/>FROM/TO:</b> |
|--------------------------------|---------------|------------------------------------|----------------------------|
| Admin Asst -<br>Office Manager | 13-51         | OSS 3/2<br>OSS 4/2                 | \$32,413<br>\$36,409       |
|                                |               |                                    | 37.5 hrs/non- exempt       |

**WHEREAS:** The Allen County Council is apprised of the need to amend the salary ordinance for the Office Manager 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 21<sup>st</sup> DAY OF MARCH, 2019.**

**MEMBERS OF THE ALLEN COUNTY COUNCIL**

**AYE**

**NAY**

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

**SALARY ORDINANCE  
2019**

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

| <b>TITLE</b> | <b>APPROP</b> | <b>CLASSIFICATION<br/>FROM/TO:</b> | <b>SALARY<br/>FROM/TO:</b> |
|--------------|---------------|------------------------------------|----------------------------|
| Senior Buyer | 13-56         | PAT 4/4<br>PAT 5/4                 | \$53,338<br>\$58,671       |
|              |               |                                    | 37.5 hrs/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 21<sup>st</sup> DAY OF MARCH, 2019.**

**MEMBERS OF THE ALLEN COUNTY COUNCIL**

**AYE**

**NAY**

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

**SALARY ORDINANCE  
2019**

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

| <b>TITLE<br/>FROM/TO</b>   | <b>APPROP</b> | <b>CLASSIFICATION<br/>FROM/TO:</b> | <b>SALARY<br/>FROM/TO:</b> |
|----------------------------|---------------|------------------------------------|----------------------------|
| Mechanic Asst/<br>Mechanic | 13-40         | LTC 3/4<br>LTC 4/4                 | \$39,792<br>\$45,218       |

37.5 hrs/non- exempt

**WHEREAS:** The Allen County Council is apprised of the need to amend the salary ordinance for the Mechanic Assistant 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 21<sup>ST</sup> DAY OF MARCH, 2019.**

**MEMBERS OF THE ALLEN COUNTY COUNCIL**

**AYE**

**NAY**

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

**SALARY ORDINANCE  
2019**

Consideration of a salary ordinance establishing the pay for an employee within the budget of the NIRCC 100-4901-419

| <b>TITLE</b>                             | <b>APPROP</b> | <b>CLASSIFICATION</b> | <b>SALARY</b>       |
|--|---------------|-----------------------|---------------------|
| Principal Planner<br>Grant Administrator | 14-71         | PAT 5/2               | \$53,217            |
|  |               |                       | 37.5 hrs/non-exempt |

**WHEREAS:** The Allen County Council is apprised of the need to establish the salary ordinance for the Principal Planner – Grant Administrator 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 NIRCC is established as described above.

**THIS ORDINANCE READ, CONSIDERED AND ADOPTED BY THE MEMBERS OF THE ALLEN COUNTY COUNCIL ON THE 21<sup>st</sup> DAY OF MARCH, 2019.**

**MEMBERS OF THE ALLEN COUNTY COUNCIL**

**AYE**

**NAY**

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



## COUNTY COUNCIL

### ADDITIONAL APPROPRIATION REQUEST FROM THE GENERAL FUND:

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DEPARTMENT:

Allen Superior Court

LINE ITEM NUMBER:

100-62-01-412.43-01 and 100-62-01-412.43-03

REQUESTED AMOUNT:

\$ 4026. (\$1986:43-01; \$2040:43-03)

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

YTD: 43-01: \$3521; 43-03: \$440 (as of 2/28/19) Anticipated: 43-01: \$6385; 43-03: \$3330.

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

No, we were told to come back for capital funds

HOW WILL THIS APPROPRIATION BE USED?

To set up office for new Protection Order Specialist

SPECIFIC COST OF ITEM AND HOW WAS THIS COST DETERMINED?

Desk and chairs \$1,986; PC: \$580; Monitors: \$240; Scanner: \$880; Printer: \$340  
Through ATOs and Purchasing

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

**SALARY ORDINANCE  
2019**

Consideration of a salary ordinance establishing the pay for an employee within the budget of the Superior Court 100-6201-412

| <b>TITLE</b>                | <b>APPROP</b> | <b>CLASSIFICATION</b> | <b>SALARY</b>       |
|-----------------------------|---------------|-----------------------|---------------------|
| Protection Order Specialist | 17-61         | OSS 4/2               | \$36,409            |
|                             |               |                       | 37.5 hrs/non-exempt |

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

**THIS ORDINANCE READ, CONSIDERED AND ADOPTED BY THE MEMBERS OF THE ALLEN COUNTY COUNCIL ON THE 21<sup>st</sup> DAY OF MARCH, 2019.**

**MEMBERS OF THE ALLEN COUNTY COUNCIL**

**AYE**

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



# COUNTY COUNCIL

## REQUEST FOR TRANSFERS WITHIN FUND BUT BETWEEN SERIES

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DEPARTMENT: Allen Superior Court

NAME OF FUND: County General (100-62-01)

TOTAL AMOUNT TO BE TRANSFERRED:  
\$806.00

|                 |                     |    |        |        |
|-----------------|---------------------|----|--------|--------|
| FROM LINE ITEM: | 100-62-01-412.21-01 | \$ | 806.00 | AMOUNT |
|                 |                     | \$ |        |        |
|                 |                     | \$ |        |        |
| TO LINE ITEM:   | 100-62-01-412.43-01 | \$ | 806.00 |        |
|                 |                     | \$ |        |        |
|                 |                     | \$ |        |        |

WHY IS THIS NEEDED?  
To purchase chairs for magistrate's office.

PROJECTED EXPENDITURE FOR TRANSFER-OUT LINE ITEM:  
\$35,200.

IS THERE SUFFICIENT FUNDING FOR FUTURE NEEDS AFTER TRANSFER?  
yes

WHY IS THERE EXTRA MONEY IN THE TRANSFER-OUT LINE ITEM?  
In the past have purchased chairs from general supplies, but can no longer do that.

DISCUSSED WITH LIAISON? Yes

LIAISON'S NAME: Joel Benz

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