

# **FINANCE COMMITTEE**

11/25/2009

304 E. Grand River Ave., Howell, MI

7:30 AM

## **AGENDA**

- 1. CALL MEETING TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES**
  - A. Minutes of closed meeting dated October 7, 2009 (not attached)
  - B. Minutes of meeting dated October 21, 2009
  - C. Minutes of meeting dated November 12, 2009
- 4. TABLED ITEMS FROM PREVIOUS MEETINGS**

None
- 5. APPROVAL OF AGENDA**
- 6. REPORTS**
- 7. CALL TO THE PUBLIC**
- 8. EMERGENCY MEDICAL SERVICES**
  - A. RESOLUTION AUTHORIZING A BLANKET PURCHASE ORDER FOR UNIFORMS FOR 2010 - EMS / Health & Human Services Committee / Finance Committee
  - B. RESOLUTION AUTHORIZING CAPITAL EXPENDITURE FOR THREE AMBULANCE RECHASIS FOR 2010 - EMS / Health & Human Services Committee / Finance Committee
  - C. RESOLUTION AUTHORIZING THE PURCHASE OF A TRAINING MANNEQUIN - EMS / Health & Human Services Committee / Finance Committee
- 9. OFFICE OF THE TREASURER**
  - A. RESOLUTION AUTHORIZING THE REORGANIZATION OF THE COUNTY TREASURER'S OFFICE – Office of the Treasurer / General Government Committee / Finance Committee
  - B. RESOLUTION TO APPROVE THE JOB RECLASSIFICATION OF THE RECONCILIATION ACCOUNTS CLERK, GRADE LEVEL I TO THE CENTRALIZED ACCOUNTING AND RECORDS COORDINATOR, GRADE LEVEL L - Human Resources / Office of the Treasurer / Personnel Committee / Finance Committee
- 10. MICHIGAN WORKS!**
  - A. RESOLUTION APPROVING THE FISCAL YEAR 2010 FOOD ASSISTANCE EMPLOYMENT AND TRAINING (FAE&T) PLANS FOR SERVICES TO ELIGIBLE PARTICIPANTS FROM LIVINGSTON COUNTY - Michigan Works! / Finance Committee
  - B. RESOLUTION APPROVING THE PROGRAM YEAR 2009 AND 2010 RECOVERY ACT NATIONAL EMERGENCY GRANT PLAN FOR LIVINGSTON COUNTY - Michigan Works! / Finance Committee

C. RESOLUTION APPROVING THE FISCAL YEAR 2010 JOBS, EDUCATION AND TRAINING (JET) PLAN FOR THE DELIVERY OF JOB TRAINING SERVICES TO PUBLIC ASSISTANCE PARTICIPANTS IN LIVINGSTON COUNTY - Michigan Works! / Finance Committee

**11. ADMINISTRATION**

A. RESOLUTION ADOPTING THE 2010 LIVINGSTON COUNTY BUDGET - Board of Commissioners / Finance Committee

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**08A** RESOLUTION AUTHORIZING A BLANKET PURCHASE ORDER FOR UNIFORMS FOR 2010 - EMS / Health & Human Services Committee / Finance Committee

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**08B** RESOLUTION AUTHORIZING CAPITAL EXPENDITURE FOR THREE AMBULANCE RECHASIS FOR 2010 - EMS / Health & Human Services Committee / Finance Committee

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**08C** RESOLUTION AUTHORIZING THE PURCHASE OF A TRAINING MANNEQUIN - EMS / Health & Human Services Committee / Finance Committee

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**09A** RESOLUTION AUTHORIZING THE REORGANIZATION OF THE COUNTY TREASURER'S OFFICE – Office of the Treasurer / General Government Committee / Finance Committee

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**09B** RESOLUTION TO APPROVE THE JOB RECLASSIFICATION OF THE RECONCILIATION ACCOUNTS CLERK, GRADE LEVEL I TO THE CENTRALIZED ACCOUNTING AND RECORDS COORDINATOR, GRADE LEVEL L - Human Resources / Office of the Treasurer / Personnel Committee / Finance Committee

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**10A** RESOLUTION APPROVING THE FISCAL YEAR 2010 FOOD ASSISTANCE EMPLOYMENT AND TRAINING (FAE&T) PLANS FOR SERVICES TO ELIGIBLE PARTICIPANTS FROM LIVINGSTON COUNTY - Michigan Works! / Finance Committee

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**10B** RESOLUTION APPROVING THE PROGRAM YEAR 2009 AND 2010 RECOVERY ACT NATIONAL EMERGENCY GRANT PLAN FOR LIVINGSTON COUNTY - Michigan Works! / Finance Committee

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**10C** RESOLUTION APPROVING THE FISCAL YEAR 2010 JOBS, EDUCATION AND TRAINING (JET) PLAN FOR THE DELIVERY OF JOB TRAINING SERVICES TO PUBLIC ASSISTANCE PARTICIPANTS IN LIVINGSTON COUNTY - Michigan Works! / Finance Committee

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**11A** RESOLUTION ADOPTING THE 2010 LIVINGSTON COUNTY BUDGET - Board of Commissioners / Finance Committee

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- 12. MISCELLANEOUS CLAIMS**
- 13. COMPUTER PRINTOUT - attached**
- 14. ADJOURNMENT**

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

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**RESOLUTION AUTHORIZING A BLANKET PURCHASE ORDER WITH METROPOLITAN UNIFORM & EQUIPMENT FOR UNIFORMS – EMS / Health and Human Services / Finance Committee**

**WHEREAS,** Livingston County EMS has a need to provide uniforms for EMS personnel; and

**WHEREAS,** per the Purchasing Policy, a competitive bid process was performed and there is an extendable contract to other County Departments from Metropolitan Uniform; and

**WHEREAS,** the funds exist in the EMS 2010 budget for uniform replacement.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves a Blanket Purchase Order be issued to Metropolitan Uniform & Equipment of Detroit, Michigan for uniforms from January 01, 2010 through August 9, 2010 for an amount not to exceed \$30,000.00 .

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MOVED:

SECONDED:

CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION TO APPROVE THE RE-CHASIS OF THREE TYPE III MARQUE AMBULANCES-  
EMS / Health & Human Services Committee / Finance Committee**

**WHEREAS,** the EMS Department has determined a need to re-chassis 3 Type III Marque ambulances in 2010; and

**WHEREAS,** the ambulances will be re-chassised through Mercy Sales and Service of Saginaw, Michigan, utilizing contract pricing from the Mobile Health Resources Contract, for a purchase price not to exceed \$300,000.00; and

**WHEREAS,** the EMS Department estimates approximately a \$90,000 savings over the purchase of new ambulances; and

**WHEREAS,** all MHR contracts have been awarded by a public competitive process therefore this purchase is in compliance with the County of Livingston purchasing Policy; and

**WHEREAS,** this purchase has been budgeted and approved in the Livingston County EMS 2010 budget; and

**WHEREAS,** this Resolution has been recommended for approval by the Purchasing Department and the Health and Human Services Committee.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves the re-chassis of 3 Type III Marque ambulances in accordance with Livingston County EMS specifications, through the MHR Contract, from Mercy Sales and Service, 515 N. Michigan, Saginaw, Michigan 48605, for a total cost not to exceed \$300,000.00.

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MOVED:

SECONDED:

CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION AUTHORIZING THE PURCHASE OF ALS SIM MAN 3G (training mannequin) - EMS / Health & Human Services Committee / Finance Committee**

**WHEREAS,** the EMS Department is hereby requesting authorization to purchase 1 ALS SIM Man 3G for paramedic training; and

**WHEREAS,** the mannequin will be capable of the full spectrum of patient simulation; and

**WHEREAS,** the mannequin will meet the mandatory training needs within LCEMS and as set forth by the Washtenaw/Livingston Medical Control Authority and will provide the foundation for training center needs in the future; and

**WHEREAS,** the mannequin will be capable of wireless Bluetooth control; and

**WHEREAS,** the equipment will be purchased through Laerdal Medical Corporation the per their quote for \$97,641.53 as the only provider of the equipment; and

**WHEREAS,** funding for same is available in the EMS Budget; and

**WHEREAS,** this Resolution has been recommended for approval by the Purchasing Department .

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves the purchase of 1 ALS SIM Man 3G from Laerdal Medical Corporation, 167 Meyers Road, Wappingers Falls, NY 12590 at a total cost of \$97,641.53.

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MOVED:

SECONDED:

CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION AUTHORIZING THE REORGANIZATION OF THE COUNTY TREASURER'S OFFICE – Office of the Treasurer / General Government Committee / Finance Committee**

**WHEREAS,** the County auditors have recommended per the Management Letter that the County needs additional oversight for the financial reporting of the County; and

**WHEREAS,** the County Treasurer has a qualified individual that could be promoted from within; and

**WHEREAS,** the County Treasurer lost a 40 hour position to retirement and needs to replace with a 20 hour (no benefit person); and

**WHEREAS,** the County Treasurer needs to increase one 30 hour position to a 35 hour position; and

**WHEREAS,** the consulting fees to an outside accounting firm could be lowered enough to cover the additional cost for the internal promotion; and

**WHEREAS,** the cost of the 20 hour (no benefit) position and the additional 5 hours for the 30 hour position would be well under the currently vacant 40 hour with benefit position.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the Livingston County Treasurer to:

- 1) Promote an employee from within to give additional financial oversight and year-end close assistance.
- 2) Replace a 40-hour position vacated through retirement with a 20-hour position with no benefits.
- 3) Increase the hours of a 30-hour clerk to 35 hours.
- 4) Decrease the hours required for year-end close assistance from the outside consulting firm.

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**MOVED:**

**SECONDED:**

**CARRIED:**

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION TO APPROVE THE JOB RECLASSIFICATION OF THE RECONCILIATION ACCOUNTS CLERK, GRADE LEVEL I TO THE CENTRALIZED ACCOUNTING AND RECORDS COORDINATOR, GRADE LEVEL L - Office of the Treasurer / Personnel**

*Subcommittee 11/04/09 / Finance Committee 11/25/09*

**WHEREAS,** Plante Moran has recommended that the Treasurer's Office establish a department position whose primary responsibility would be the oversight of the financial reporting of the County; and

**WHEREAS,** rather than create a new position and hire this full-time position from the outside, the Treasurer's Office intends to promote Jennifer Nash, the current Reconciliation Accounts Clerk; and

**WHEREAS,** the Treasurer's Office estimates that the County will save approximately \$4,500 during 2010 in consulting fees by transferring those duties to the newly created position; and

**WHEREAS,** the Job Reclassification Team has evaluated this position and recommends that this Coordinator position be placed at a Grade L; and

**WHEREAS,** the Personnel sub-committee has reviewed and supports the recommendation.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby establishes the Centralized Accounting and Records Coordinator position at the Grade Level L and that Jennifer Nash be promoted into this newly classified position effective January 1, 2010.

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**MOVED:**

**SECONDED:**

**CARRIED:**



**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION APPROVING THE FISCAL YEAR 2010 FOOD ASSISTANCE EMPLOYMENT AND TRAINING (FAE&T) PLANS FOR SERVICES TO ELIGIBLE PARTICIPANTS FROM LIVINGSTON COUNTY - Michigan Works! / Finance Committee**

WHEREAS, The Jobs, Education and Training (JET) program serves employable public assistance recipients through the federally funded Job Opportunities and Basic Skills program; and

WHEREAS, The Michigan Department of Energy, Labor and Economic Growth announced that funds for the Food Assistance Employment and Training (FAE&T) will be allocated to Michigan Works! Agencies by formula; and

WHEREAS, Livingston County's allocation for this program is \$27,760 for the period of October 1, 2009 to September 30, 2010; and

WHEREAS, The Michigan Department of Energy, Labor and Economic Growth require that we prepare 2 plans for FY 2010 as follows:

- FAE&T Plan for FY 2010 in the amount of \$27,075 which will provide Job Search/Job Search Training, Workfare, Unsubsidized Employment, Work Experience, Educational/Training Programs, and Vocational Training to eligible participants referred by DHS.
- FAE&T Supportive Services for FY 2010 in the amount of \$685, which will provide supportive service funds for individuals participating in the program.

WHEREAS, The Livingston County Food Assistance Employment and Training proposes to serve approximately 8, 18 through 49 year old able-bodied adults without dependents who are in jeopardy of losing their food stamp eligibility due to time limits with services through the JET program; and

WHEREAS, The Michigan Department of Energy, Labor and Economic Growth requires that the Workforce Development Council and the local elected officials jointly approve and submit all job training plans; and

WHEREAS, The Livingston County Workforce Development Council approved these plans at their November 19, 2009 meeting.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves the Food

Assistance Employment & Training Plan for in the amount of \$27,075 and the Food Assistance Employment &

Training Supportive Services Plan in the amount of \$685 for the period of October 1, 2009 to September 30, 2010.

**BE IT FURTHER RESOLVED**, that the Chairperson is authorized to sign said plans for submission to the Michigan Department of

Energy, Labor and Economic Growth.

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**MOVED:  
SECONDED:  
CARRIED:**

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION APPROVING THE PROGRAM YEAR 2009 AND 2010 RECOVERY ACT  
NATIONAL EMERGENCY GRANT PLAN FOR LIVINGSTON COUNTY - Michigan Works! /  
Finance Committee**

WHEREAS, Michigan requested of the USDOL, and received, three Recovery Act NEG's for a total of up to \$38 million, which includes an initial release of an increment of funding in the amount of \$19,016,800; and

WHEREAS, The Recovery Act NEG projects will provide all allowable services to workers who have been dislocated from companies listed on Eligible Dislocation Lists and eligible Workforce Investment Act (WIA) Dislocated Worker program participants from additional companies that are added to the project scope; and

WHEREAS, Participating Michigan Works! Agencies is required to submit a Budget Information Summary (BIS) and approval request; and

WHEREAS, The Livingston County will provide eligible dislocated worker participants employment and training services with an allocation of \$127,707; and

WHEREAS, The Act requires that the Workforce Development Council and the local elected officials jointly approve and submit all job training plans; and

WHEREAS, The Livingston County Workforce Development Council Executive Committee approved this grant at their November 12, 2009 meeting.

**IT IS THEREFORE RESOLVED** that the Livingston County Board of Commissioners hereby approves the PY 2009 and 2010 Recovery Act National Emergency Grant in the amount of \$127,707 for the period of October 1, 2009 to September 30, 2010.

**BE IT FURTHER RESOLVED** that the Chairperson is authorized to sign said grant for submission to the Michigan Department of Energy, Labor and Economic Growth.

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**MOVED:  
SECONDED:  
CARRIED:**

**RESOLUTION**

**NO.:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION APPROVING THE FISCAL YEAR 2010 JOBS, EDUCATION AND TRAINING (JET) PLAN FOR THE DELIVERY OF JOB TRAINING SERVICES TO PUBLIC ASSISTANCE PARTICIPANTS IN LIVINGSTON COUNTY - Michigan Works! / Finance Committee**

- WHEREAS, The JET Program was established as a new way for assisting welfare applicants/recipients and low-wage workers in succeeding in the labor market, and;
- WHEREAS, The shift to a new approach from Work First moves to a strong emphasis on helping welfare applicants/recipients and other at-risk workers stay employed, gain skills, and advance rather than only emphasizing initial placement; and
- WHEREAS, The JET Program is a partnership between the MWAs, Michigan Department of Human Services (DHS), and Michigan Department of Energy, Labor & Economic Growth's (MDELEG) BWP, and Michigan Rehabilitation Services (MRS) to connect Michigan's families with the kind of jobs, education, and training opportunities that will help them achieve self-sufficiency and meet the workforce and skill needs of Michigan's businesses; and
- WHEREAS, The MDELEG requires that MWAs and local MRS and DHS offices jointly develop plans for submission to MDELEG to address JET activities for the period October 1, 2009, through September 30, 2010; and
- WHEREAS, The estimated plan budget amount for Livingston County is \$187,168; and
- WHEREAS, The MDELEG requires that the Workforce Development Council and the local elected officials jointly approve and submit all job training plans; and
- WHEREAS, The Livingston County Workforce Development Council approved this plan at their November 19, 2009 meeting.

**NOW THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves the FY 2010 JET Plan in the amount of \$187,168 for the period of October 1, 2009 to September 30, 2010.

**BE IT FURTHER RESOLVED** that the Chair is hereby authorized to sign said plan for submission to the Michigan Department of Energy, Labor and Economic Growth.

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**MOVED:  
SECONDED::  
CARRIED:**

**RESOLUTION**

**NO.**

**LIVINGSTON COUNTY**

**DATE: December 7, 2009**

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**RESOLUTION ADOPTING THE 2010 LIVINGSTON COUNTY BUDGET - BOARD OF COMMISSIONERS / FINANCE COMMITTEE**

**WHEREAS**, in accordance with the provisions of Public Act 2 of 1968, Public Act 621 of 1978, the Uniform Budgeting and Accounting Act for Local Government, requires that each local unit of government adopt a balanced budget for all required funds; and

**WHEREAS**, the County Administrator submitted a proposed budget as required by statute which implements board policies; and

**WHEREAS**, the Board sub-committees and Finance Committee has requested and reviewed the proposed line-item budget for each County department, including the courts, under the scope of its policy, and recommends adoption of the Proposed 2010 Budget to the Board of Commissioners; and

**WHEREAS**, on the 28th day of May, 2009, the County of Livingston was allocated 5.0 mills by the County Tax Allocation Board and the Livingston County Board of Commissioners approved the Headlee rolled back millage rate of 3.3897 on June 15, 2009, to support the 2010 General Fund Budget; and

**WHEREAS**, it is recommended that the 2010 General Fund Budget be approved for the total of \$42,315,932 and Special Revenue and Enterprise Funds approved as shown in the Proposed 2010 Budget Plan, as well as the informational summary of projected revenues and expenditures for Internal Service Funds; and

**WHEREAS**, the recommended 2010 Budget was filed with the Livingston County Clerk on the 20th day of November, 2009; pursuant to state statute; and

**THEREFORE BE IT RESOLVED** that the 2010 General Fund Budget is approved in the amount of \$42,315,932 and revenues shall be appropriated and expenditures budgeted for the 2010 General Fund Budget, Special Revenue Funds, and Enterprise Funds on a fund and cost center basis in the amounts set forth below.

**BE IT FURTHER RESOLVED**, that the recommendations of the Sub-Committees for:

- Circuit Court: Designate \$15,000 in General Fund contingency for Circuit Court Visiting Judge; and, Reinstate Employee Training / Seminars to \$4,500.00.
- MSU Extension: Reinstate \$6,000 - Revenues - Charges for Services; and, Reinstate \$7,023 in Expenditures.
- Board of Commissioners: Reinstate \$1,500 for Chamber of Commerce Dues;

are incorporated into the Departments' budgets.

<b>PROSECUTING ATTORNEY</b>		
Family Support	General Fund – Division #230	\$233,229
Prosecuting Attorney	General Fund - Division #282	\$2,007,981

<b>PROBATION - CIRCUIT</b>		
Circuit Court Probation	General Fund - Division#151	\$62,583

<b>EQUALIZATION</b>		
Equalization	General Fund - Division #225	\$622,134

<b>VETERANS AFFAIRS</b>		
Veterans Affairs	General Fund - Division #682	\$216,573
Veteran's Relief Fund	Fund #293	\$370,000
Veteran's Trust Fund	Fund #294	\$40,000

<b>MSU EXTENSION</b>		
MSU Cooperative Ext	General Fund - Division #261	\$205,402

<b>PERSONNEL</b>		
Personnel	General Fund - Division #270	\$224,326

<b>COUNTY CLERK</b>		
County Clerk	General Fund - Division #215	\$894,469
County Clerk Circuit Court Div.	General Fund -Division #216	\$679,493
Tax Allocation	General Fund - Division #248	\$1,250
Elections	General Fund - Division #262	\$154,625

<b>DRAIN COMMISSIONER</b>		
Drain Commission	General Fund - Division #275	\$1,787,580
DPW	General Fund - Division #441	\$116,695
Drains Public Benefit	General Fund - Division #445	\$255,147
Landfill Fund	Fund #517 <i>General Fund Appropriation</i>	\$105,615 \$100,000
Septage Receiving Station	Fund #577	\$591,059

<b>REGISTER OF DEEDS</b>		
Register of Deeds	General Fund - Div. #283	\$646,540
Co. Survey Remonumentation	Fund #245	\$209,350
Register of Deeds Automation	Fund #256	\$208,347
Plat Board	General Fund - Div. #249	\$500

<b>TREASURER</b>		
Treasurer	General Fund - Div. #253	\$931,084
Homestead Property Exemption	Fund #255	\$865

<b>ANIMAL CONTROL</b>		
Animal Shelter	General Fund - Division #430	\$234,978
Animal Control	General Fund - Division #431	\$319,503

<b>COUNTY ADMINISTRATION</b>		
Board of Commissioners	General Fund - Division #101	\$500,510
Administration	General Fund - Division #172	\$616,066
Auditing Services	General Fund - Division #224	\$108,878
Data Processing – IT	General Fund - Division #228	\$792,966
Purchasing	General Fund - Division #233	\$224,757
Bldg & Grounds	General Fund - Division #265	\$26,414
Civil Counsel	General Fund - Division #299	\$129,500
Mental Health	General Fund - Division #649	\$600,470
Agency on Aging	General Fund – Division #672	\$134,088
Economic Development	General Fund – Division #728	\$88,722
Community Action Programs	General Fund - Division #747	\$714,995
Insurance – MMRMA	General Fund - Division #851	\$1,000,000
Ins – Unemployment	General Fund - Division #870	\$150,000
Contingencies	General Fund - Division #968	\$677,855
Appropriations	General Fund - Division #966	\$3,317,727
CDBG – OLHSA	Fund #244	\$9,500
Rev Sharing Reserve Fund	Fund #285	\$2,963,681
Benefit Fund	Fund #677	\$7,524,496

<b>AIRPORT</b>		
Airport Fund	Fund #581	\$729,184

<b>AMBULANCE</b>		
Ambulance Fund	Fund #210	\$7,206,700
Medical Examiner	General Fund - Division #648	\$254,201

<b>BUILDING &amp; SAFETY ENGINEERING</b>		
Building Safety	Fund #542	\$852,544

<b>CENTRAL DISPATCH / 911</b>		
Emergency Services	General Fund -Division #426	\$295,300
911 Services	Fund #261	\$4,295,000

<b>SHERIFF</b>		
Sheriff	General Fund - Division #301	\$7,527,697
Court Security Officers	General Fund - Division #305	\$202,799
Secondary Road Patrol	General Fund - Division #315	\$240,021
Sheriff Training	General Fund - Division #320	\$9,000
Jail	General Fund - Division #351	\$6,755,685
Corrections Officers Training	Fund #263	\$49,202
Drug Law Enforcement Fund	Fund #265	\$30,000
Federal Equitable Sharing	Fund #266	\$277,956
OUIL Forfeiture Fund	Fund #267	\$3,000
Criminal Forfeiture Fund	Fund #296	\$5,000

<b>HEALTH DEPARTMENT</b>		
Contagious	General Fund -Division #605	\$4,730
Health Department	General Fund - Division#601	\$421,206
Health Fund	Fund #221 <i>General Fund Appropriation</i>	\$3,988,364 \$316,315

<b>JOB TRAINING SERVICE / MICHIGAN WORKS!</b>		
Administrative Cost Pool	Fund #277	\$4,263,309

<b>PLANNING</b>		
Planning	General Fund - Division #721	\$354,901

<b>COMPREHENSIVE COMMUNITY CORRECTIONS</b>		
Comprehensive	Fund #275	\$320,054
Community Correction	<i>General Fund Appropriation</i>	\$105,313

<b>L.E.T.S</b>		
L.E.T.S.	Fund #588	\$2,965,016

**BE IT FURTHER RESOLVED**, that the Board of Commissioners requested and the Courts presented line-item budget requests and those are authorized in the amounts set forth below:

<b>CIRCUIT COURT</b>		
Circuit Court	General Fund - Division #131	\$1,622,654
Juvenile Court	General Fund - Division #149	\$1,263,719

Appellate Court	General Fund - Division #167	\$52,000
Central Services	General Fund - Division #168	\$1,375,623
Law Library Fund	Fund #269	\$7,000
Child Care Fund	Fund #292	\$2,261,702
	<i>General Fund Appropriation</i>	\$1,319,851

<b>FRIEND OF THE COURT</b>		
Family Counseling Services	Fund #214	\$16,198
Friend of Court	Fund #215	\$2,342,423
	<i>General Fund Appropriation</i>	\$808,748

<b>DISTRICT JUDGE, 53<sup>RD</sup> DISTRICT</b>		
District Court	General Fund - Division #136	\$2,554,856

<b>PROBATE JUDGE</b>		
Probate Court	General Fund - Division #148	\$661,300
Guardianship Services	General Fund - Division #150	\$49,200

**BE IT FURTHER RESOLVED** that the projected revenues and expenditures for Internal Service Funds is also approved; but not as part of the Livingston County Budget for 2010, pursuant to Public Act 2 of 1968, as amended, in the amounts set forth below:

<b>BUILDING SERVICES</b>		
Building Services	Fund #631	\$2,647,690
Lutz County Park	Fund #156	\$23,200
Fillmore Estate Co Park	Fund #157	\$6,651

<b>CAR POOL</b>		
Car Pool Fund	Fund #661	\$1,052,794

<b>INFORMATION TECHNOLOGY</b>		
Information Technology	Fund #636	\$2,961,321

**BE IT FURTHER RESOLVED**, that during these challenging economic times County revenues and expenditures may vary from those which are currently projected and accordingly may be amended from time to time by the Board of Commissioners during the 2010 fiscal year as deemed necessary. It is the responsibility of the Chief Judges, County Elected Officials and County Department Heads to monitor their respective budget quarterly, if projected expenditures exceed the authorized



budget by 3% or projected revenues are less than budget by 3%; then, they shall present a corrective plan of action to the Finance Committee.

**BE IT FURTHER RESOLVED**, that the Chief Administrative Officer is authorized to execute transfers among line items and cost centers within limits of \$10,000 per transfer without the prior approval of the Board of Commissioners. The Chief Administrative Officer will notify the Finance Committee of any such transfers.

**BE IT FURTHER RESOLVED**, that any services funded by State/Federal grants which costs exceed grant funding and which services are not basic to the health and safety, of the residents of Livingston County and/or which are provided by others; shall be discontinued and the grant funding declined.

**BE IT FURTHER RESOLVED**, that any services that lose funding (either charges-for-services, fees, or contractual, etcetera) or which costs exceed the revenue generated and which services are not basic to the health and safety of the residents of Livingston County and/or the services are provided by others; shall be reduced commensurate with funding levels.

**BE IT FURTHER RESOLVED** that all Judges, County Elected Officials and County Department Heads shall abide by the Purchasing Policy, as adopted and amended from time to time by this Board, for all purchases made with funds appropriated by the Board of Commissioners and these budgeted funds shall be appropriated contingent upon compliance with the Purchasing Policy. The County Clerk shall not be authorized to make payment of any claims not in compliance with such Purchasing Policy and monies so budgeted.

**BE IT FURTHER RESOLVED** that all Judges, County Elected Officials and County Department Heads shall abide by the County Cash Policy, as adopted and amended by this Board from time to time.

**BE IT FURTHER RESOLVED** that the mileage reimbursement rate for non-union and elected officials for use of their personal vehicles to travel/perform county business be established at \$.28 per mile.

**BE IT FURTHER RESOLVED** that all County Elected Officials and County Department Heads shall review departmental fees and make a recommendation, with justification, for fee increases to the Board of Commissioners to cover the costs of providing services.

**BE IT FURTHER RESOLVED** that the approved Authorized & Funded Employee List contained in the attached budget shall limit the number of employees who are

authorized to be employed and no funds are appropriated for any position or employees not on the approved Authorized & Funded Employee List.

**BE IT FURTHER RESOLVED** that the hiring freeze enacted by the Board of Commissioners on July 7, 2008 remains in effect. All vacancies that occur during this hiring freeze are hereby declared to be a position reduction on the Authorized & Funded Employee List for each such vacated position and funding shall be removed from the Courts, Elected Officials and Department Heads budget. Said vacated position shall not be filled, except by specific Board authorization, which will consider positions required to maintain mandated functions at serviceable levels.

**BE IT FURTHER RESOLVED** that if the Board of Commissioners authorizes a vacant position shall be filled; then all Judges, County Elected Officials and County Department Heads will hold that position vacancy that occurs during the 2010 fiscal year open for the appropriate duration of time to properly compensate for vacation and/or sick pay-offs and/or any separation payments to insure personnel expenditures don't exceed the 2010 authorized budget provided that mandated functions can be performed at a serviceable levels.

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**MOVED:**

**SECONDED:**

**CARRIED:**