

## **Administrator/Controller Update**

### **2014 Budget Process**

The Board of Commissioners Budget Committee and county administration held budget hearings with representatives from our judiciary and elected offices on October 11 and 14. The Committee is chaired by Commissioner Kale and includes Commissioners Frisbie and Haadsma. We have sent follow up communication to those areas whose expenditure requests were significantly higher than the targeted amounts sent to them, and will continue to work on budget balancing steps at the next Committee meeting on Monday, October 28. County Administrator/Controller Kelli Scott will present her ***recommended budget for 2014 on November 21*** at the regularly scheduled Board of Commissioners meeting at 7 p.m., when we will also hold a ***public hearing*** to seek comments on the proposed budget. The Board expects to adopt on December 5 a balanced budget for 2014 that will maintain our current level of reserves in the General Fund.

### **Battle Creek DDA Meeting 10/14:**

Administrator/Controller Scott attended as the County's advisory member the October 14 meeting of the Battle Creek Downtown Development Authority (BCDDA) Board of Directors. The Board authorized the refinancing of up to \$4.25 million in Downtown Development Bonds in order to better match the City's annual debt service costs to the substantially reduced estimated annual Tax Increment Revenues. The DDA Board also approved a Pass Through Agreement with the Battle Creek Brownfield Redevelopment Authority (BCBRA) to benefit the Heritage Tower rehabilitation project at 17 and 25 W. Michigan Ave., and approved prior year budget adjustments necessary to cover for shortfalls in property tax revenues and available funding for maintenance of the city's Central Business District.

### **Monthly Elected Officials, Department Head and Judicial Administrators Meeting 10/15:**

Key county officials continue to meet monthly, with Administrator/Controller Kelli Scott and County Administration facilitating valuable exchanges of information. At the most recent meeting on October 15, the following were some of the items highlighted:

- **Circuit Court** Administrator Jeff Albaugh reported that all ***Calhoun County courts will be conducting a Public Satisfaction Survey on Monday and Tuesday, October 28 and 29, 2013***, in the Hall of Justice. A new annual requirement of all Michigan courts by the Michigan Supreme Court/State Court Administrative Office, the survey will allow court users to rate the court's accessibility and its treatment of customers in terms of fairness, equality, and respect. Questionnaires/surveys will be distributed in courtrooms, hearing rooms, and at public windows/counters. Surveys will be collected by volunteers near the entrance/exit to the building, and will be sent to Lansing where the results will be compiled and evaluated.
- **District Court** Administrator Michelle Hill announced that District Court has begun testing their new ***electronic docket display boards***, which will save staff time and cost previously spent on printing and posting daily court schedules, as well as provide for a higher quality information service to the public.
- **Clerk/Register** Anne Norlander reported a continued ***high volume of concealed pistol licenses*** being issued by her office, with nearly 2,000 permits issued so far this year. She also informed the group of new initiatives being considered for next year, including the ***electronic filing of land records***.
- **Equalization** Director Judy Nelson presented an ***overhauled equalization apportionment report*** that was reformatted to be more useful for county departments, local government, school districts, real estate and title offices and others to understand all of the various 2013 property tax millage rates. The new report, approved by the Board of Commissioners on October 17, will be available on the County's website, where there will also be a property tax estimator tool for the public to use.
- **Planning** Consultant Jen Bomba reported that the three ***County parks***, Kimball Pines, Historic Bridge Park, and the Ott Biological Preserve, will undergo their formal ***winterization process*** at

the end of October. Kimball Pines park remains closed to the public until further notice due to extensive storm damage in 2011. While Bridge Park and the Ott Preserve are accessible throughout the entire year, the restroom facilities will not be open during the winter season.

- **Senior Services** Manager Carl Gibson noted that *Medicare enrollment* is now underway for 2014, and that those who are on Medicare should not be impacted by the Patient Protection and Affordable Care Act.

### **Board of Public Health Meeting 10/21**

Administrator/Controller Kelli Scott attended the monthly meeting of the County's Public Health Board on October 21. The main agenda item was the Michigan Public Health Institute's presentation of a Health Department Staff Survey conducted as part of the Department's ongoing Strategic Planning project.

Health Officer Jim Rutherford briefed the Board on a recently released Public Health Assessment Report by the Michigan Department of Community Health (MDCH). The report summarizes their evaluation of the potential public health impacts of the oil spill within the Kalamazoo River and Morrow Lake, and concludes two things: one, that chemical levels found in the water are not expected to cause long-term harm to people's health; and two, that oil-related chemical levels found in fish from the River and Lake will not harm people's health. The report does recommend, however, that people avoid direct contact with oil sheen if possible, and limit the amount of certain Kalamazoo River and Morrow Lake fish they eat because of chemicals found in the fish that MDCH reports to be unrelated to the oil spill.

The Board of Health is continuing their process to select two new Board members to fill current and upcoming vacancies. Commissioner Kathy-Sue Dunn is participating on the interviewing committee, which is expected to make recommendations to the Board of Health and ultimately the County Board of Commissioners in November or December.

### **Local Jail Population Management Committee Meeting 10/23**

The County's Local Jail Population Management Committee met on October 23, with County Commissioners Derek King and Steve Frisbie among appointed members, along with county administration, our corporation counsel and representatives from several Offices responsible collectively for ensuring public safety and justice. These include the offices of the Sheriff, Prosecutor, Circuit Court and District Court. The committee discussed jail population statistics and trends, and the importance of working together to actively manage the mix of local and boarded inmate populations, with the safety of our citizens of utmost importance, balanced with the awareness of the fiscal impact on the county's budget when we experience higher than expected jail costs. Commissioner Frisbie was elected Chair of the Committee, and our next meeting will be scheduled for sometime before the end of this year to evaluate the success of several follow up items that came from this meeting.

### **Road Department Transition Updates**

- The Road Department will hold its next monthly *Township Supervisors Meeting* on Thursday, October 24 at 9:00 a.m. at the Road Department Offices in Marshall.
- Managing Director Jerry Peterson is happy to report the addition of a *new mechanic* hired this month, and the upcoming hiring of up to six *temporary road workers* to assist with snow plowing county-wide.
- Summer operations are wrapping up now, as the snow season approaches. The Road Department completed its sixth and final round of paver patching for this year, which was a strategy employed to address some of the worst stretches of roads in Calhoun County where hand patching was not a viable option. We also partnered with Jackson County on several seal coating projects within both Calhoun and Jackson Counties, with equipment and employees from both counties working together in accordance with our Interlocal Agreement and reimbursement process. There will still be pothole patching activities ongoing, as well as mowing, berm removal and tree trimming as needed.

- Road Department employees will attend an all-day ***safety training*** and winter preparedness session on October 30.

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