

**PORTER COUNTY COUNCIL  
Budget Meeting – First Reading  
September 18, 2018**

The Porter County Council met on Tuesday, September 18, 2018 at 5:30 p.m. in the County Administration Center, 155 Indiana-Suite 205, Valparaiso, Indiana.

Mr. Rivas called the meeting to order with the Pledge of Allegiance.

Members present were Council Member Jeremy Rivas, Council Member Karen Conover, Council Member Sylvia Graham, Council Member Mike Jessen and Council Member Jeff Larson. Also present was Auditor Vicki Urbanik, Auditor Chief Deputy Toni Downing, Auditor Deputy Tiffany Johnson and Council Administrative Assistant Joy Blakely. Not present Council Member Andy Bozak and Council Member Dan Whitten.

Auditor Vicki Urbanik, So we have five present.

Mr. Rivas, Alright So here we go with the 2019 Budget Hearing. The first order of business is the public hearing. So we will get into the public hearing, I will read a quick statement. The purpose of the meeting is to receive public input on the 2019 Budget. Every person appearing before the Council shall abide by the order at the direction of the President. Those who would like to speak will be allowed a maximum of three minutes. Discourteous conduct shall be regarded as a breach of privilege and shall be dealt with at the discretion of the presiding officer. So do we have a few people that want to speak? Are these...

Mr. Larson, Hey Jeremy do we need to do first reading first?

Mr. Rivas, Do we need to do first reading first and then public hearing?

Administrative Assistant Joy Blakely, No, I don't think so I looked at the minutes and this is how we did it before.

Auditor Vicki Urbanik, From last year?

Administrative Assistant Joy Blakely, Yes.

Mr. Larson, Alright.

Auditor Vicki Urbanik, Ok.

Mr. Rivas, Alright if you guys want to...did you sign in and do you really want to speak? Or did you just sign in like...

Member of Audience, No I just thought I was supposed to sign in.

Mr. Rivas, Sign in like school?

Member of Audience, Yeah.

Mr. Rivas, I see you are here.

(Laughter)

Mr. Rivas, Alright Kelly Cauldwell?

Kelley Cauldwell, I am here too.

Mr. Rivas, You're here too you are present so you guys are here and you get credit for class today.

(Laughter)

Mr. Rivas, Alright is there anybody else here that wants to speak at the Public Hearing? Anybody?

Ms. Conover, Going once...

Mr. Rivas, Doug? No, alright Public Hearing is closed on the 2019 Budget Hearing. So then we will move into First Reading

Auditor Vicki Urbanik, Ok First Reading and before I read this long list I just want to note these are not the budgets as they were submitted that are proposed because we're advertising them high and that's only because we always advertise high because if you decide to increase a budget we can't go higher than what was advertised. And keep in mind none of submitted have new positions or raises, although there are requests for new positions and raises. Ok First Reading Fund name

**First Reading**

<b><u>Fund Name</u></b>	<b><u>Budget Estimate</u></b>
0101-GENERAL	\$46,016,634
0113-NONREVERTING	\$217,399
0124-2015 REASSESSMENT	\$645,421
<b><u>Fund Name</u></b>	<b><u>Budget Estimate</u></b>
0254-LOCAL INCOME TAX	\$6,277,672
0342-POLICE PENSION	\$253,000
0615-ANIMAL SHELTER	\$103,500
0616-CONVENTION & VISITORS BUREAU	\$2,153,525
0702-HIGHWAY	\$7,256,199
0706-LOCAL ROAD & STREET	\$2,257,500
0790-CUMULATIVE BRIDGE	\$4,974,749
0801-HEALTH	\$2,207,420
1001-CIVIC CENTER (EXPO CENTER)	\$552,219
1151-CONTINUING EDUCATION	\$35,650
1156-EMERGENCY TELEPHONE SYSTEM	\$2,640,440
1185-JAIL LEASE RENTAL	\$2,948,000
1303-PARK	\$303,165
2142-PARKING GARAGE	\$16,675
2243-PLAN COMMISSION	\$886,814
2391-CUMULATIVE CAPITAL DEVELOPMENT (CCD)	\$2,656,710
9500-COUNTY CORRECTIONS	\$142,600
9501-PROSECUTOR COUNTY USER FEE	\$581,754
9502-HEALTH MAINTENANCE	\$123,407
9503-FOUNDATION BUDGET FUND	\$6,750,000
9504-LEPC	\$20,700
9505-RECORDER PERPETUATION	\$235,355
9506-ANTABUSE	\$180,320
9507-GIS	\$36,800
9508-PROSECUTOR PRETRIAL DIVERSION	\$115,358
9509-JUVENILE PROBATION USER FEES	\$109,990

<b><u>Fund Name</u></b>	<b><u>Budget Estimate</u></b>
9510-ADULT PROBATION USER FEES	\$482,551
9511-SURVEYOR PERPETUATION	\$177,692
9512-FIREARMS	\$97,750
9513-EXTRADITION	\$5,750
9514-HAZARDOUS SUBSTANCE	\$46,345
9515-VEHICLE INSPECTION	\$5,750
9516-ACCIDENTS	\$5,750
9517-DOMESTIC VIOLENCE GRANT	\$195,713
9518-CABLE TV FRANCHISE	\$1,276,606
9519-COUNTY IV-D INCENTIVE	\$17,476
9520-PROSECUTOR STOP GRANT	\$35,776
9521-MEMORIAL OPERA HOUSE	\$542,419
9522-PUBLIC SAFETY DATA TECH	\$302,335
9523-JURY FEES	\$80,500
9524-ADULT PROBATION PRETRIAL SERVICES	\$80,500
9525-CLERK IV-D	\$91,658
9526-PROSECUTOR IV-D INCENTIVE FUND	\$204,111
9528-PHOTO DUPLICATES	\$12,650
9529-EMERGENCY MEDICAL SERVICES	\$294,400
9530-CLERK PERPETUATION	\$85,439
9531-STATE CRIMINAL ALIEN ASSIST	\$9,200
9532-HEALTH DEPARTMENT TRUST ACCT(TOBACCO)	\$95,029
9533-CIRCUIT COURT-FAMILY COURT	\$12,380
9534-STORM WATER MANAGEMENT	\$4,721,784
9535-INMATE PROCESSING	\$124,300
9536-ADULT PROBATION ADMIN FEES	\$186,378
9537-JUVENILE PROBATION ADMIN FEES	\$23,637
9538-CIRCUIT COURT-DCS	\$18,570
9539-HOSPITAL TRAILING LIABILITY	\$402,500
9540-SHERIFF-RIVERBOAT	\$287,500
9541-CIRCUIT COURT-ADR	\$8,885
9542-HOSPITAL INTEREST	\$632,500
9543-JUVENILE DETENTION-CODES	\$58,517
9544-PROSECUTOR CHECK DEFERRAL	\$5,750
9546-COUNTY USER FEES	\$298,996
9547-SEX & VIOLENT OFFENDER ADMIN	\$26,640
9548-HOSPITAL SALES PROCEEDS	\$764,750
9549-DRUG TASK FORCE	\$146,023
9550-PUBLIC DEFENDER SUPPLEMENTAL	\$125,350
9551-PROSECUTOR IV-D PCA FUND	\$8,395
9552-MEDICAL CARE FOR INMATES	\$26,565
9553-PROSECUTOR STATE & LOCAL GRANT	\$23,966
9554-DEA PROCEEDS	\$212,750
9559-SHERIFF-OVERWEIGHT VEHICLE	\$31,821
9560-HIGHWAY-OVERWEIGHT VEHICLE	\$57,500

<b><u>Fund Name</u></b>	<b><u>Budget Estimate</u></b>
9561-SHERIFF-DONATIONS	\$51,250
9562-SHERIFF-ADULT COMMUNITY CORRECTIONS	\$266,875
9563-PUBLIC DEFENDER-COURT COMMUNITY CORRECTIONS	\$65,058
9564-ADULT PROBATION-COMMUNITY CORRECTIONS	\$275,591
9565-ZONA DONATIONS	\$57,500
9566-SHERIFF-VIDEO TAPE FEES	\$12,500
9568-UNSAFE BUILDING	\$157,500
9570-DITCH FUND	\$1,760,557
9571-ANIMAL CONTROL FEES-CONTROL	\$69,443
9572-ANIMAL SHELTER FEES-SHELTER	\$104,650
9573-HIGHWAY-COMMUNITY CROSSINGS	\$1,150,000
9574-COURT INTERPRETER GRANT	\$9,570
9575- EMA DISTRICT 1 TASK FORCE FUND	\$33,000
9576-COUNTY REVENUE BOND PROJECT FUND	\$32,166,087
9577-STORMWATER BOND CONSTRUCTION FUND	\$19,658,046

<b><u>Fund Name</u></b>	<b><u>Budget Estimate</u></b>
8101-SPECIAL AIRPORT GENERAL	\$1,385,350
8190-SPECIAL AIRPORT CUMULATIVE BLDG	\$238,555

<b><u>Fund Name</u></b>	<b><u>Budget Estimate</u></b>
8210-SPECIAL SOLID WASTE MANAGEMENT	\$1,480,000
9500-NON-REVERTING CAPITAL FUND – SOLID WASTE	\$46,000

<b><u>Fund Name</u></b>	<b><u>Budget Estimate</u></b>
8601-SPECIAL FIRE SERVICE GENERAL	\$126,096
8691-SPECIAL CUMULATIVE FIRE	\$73,650

And that concludes first reading of the County budgets.

Mr. Rivas, Alright did everyone get that did anyone want here to do it again?

(Laughter)

Mr. Rivas, Do we need to vote to approve first reading Vicki?

Auditor Vicki Urbanik, I believe we've always taken a roll call.

Ms. Graham, Moved to approve.

Ms. Conover, Second.

Mr. Rivas, Motion and a second to approve First Reading, any discussion?

Ms. Conover, Vicki?

Auditor Vicki Urbanik, Yes.

Ms. Conover, Ok with what's been submitted and what we can realistically cut and approve what kind of money are we talking about?

Auditor Vicki Urbanik, For just the General Fund?

Ms. Conover, Yes.

Auditor Vicki Urbanik, Ok so the General Fund budgets have been submitted...the real ones have been submitted at round up at \$41.4 million and that's an increase of about \$1.9 million.

Mr. Jessen, Now Vicki is that submitted to you?

Auditor Vicki Urbanik, Yes.

Mr. Jessen, Or what was advertised?

Auditor Vicki Urbanik, No, no what was submitted by the departments. That does not include any raises or new positions. And our budget forecast called for us to go no more than between \$40.5 million and \$40.6 million. In other words maximum increase should be about \$1.2 million dollars and the proposals right now are \$1.9 million dollars. So we are already \$700,000 over.

Mr. Larson, Excluding raises?

Auditor Vicki Urbanik, And per your directive no proposed budgets included new positions or raises.

Mr. Larson, Ok.

Auditor Vicki Urbanik, Except for the mandatory raises for the Probation Officers.

Ms. Conover, But they have submitted salary increases and new positions through-out this budget book?

Auditor Vicki Urbanik, Through the budget book they have submitted letters to you explaining what they want...

Ms. Conover, Yes.

Auditor Vicki Urbanik, And in your budget book at the beginning we have a packet of auditor information. We have non-salary big ticket items requested for the General Fund and Non-General Fund. Then we have the special raises requests that were requested per department. And then we have other raises and wage issues and those were the new positions, moving from part-time to full-time and increasing hourly rates.

Mr. Larson, Do you have an idea what they are looking at wage wise? Do we have a total of that?

Auditor Vicki Urbanik, In the General Fund, \$615,000 total in the General Fund on just the special raises.

Mr. Larson, Ok.

Auditor Vicki Urbanik, We are not talking about any across the board raises.

Mr. Larson, So we're...currently we're about \$2.5 million above what we added the wages and the General Fund additional?

Auditor Vicki Urbanik, Yes.

Mr. Larson, Ok so we've got some cutting to do.

Auditor Vicki Urbanik, Yes if you gave everything.

Ms. Graham, Big cutting.

Mr. Larson, You said you wanted to stay around \$1.2 so like \$1.3 above?

Auditor Vicki Urbanik, Well I'd like us to be a little bit lower than \$1.2 but...

Mr. Larson, Right.

Auditor Vicki Urbanik, Our budget projections showed that we should be able to survive state scrutiny if we...

Mr. Larson, At \$1.2 million?

Auditor Vicki Urbanik, Yes, preferably \$1.1 million.

Mr. Larson, So we got about \$1.3 million dollars of fat that we have to find somewhere?

Auditor Vicki Urbanik, Yes that includes the special raises.

Mr. Larson, Right including the raises...ok. Anything else Karen?

Ms. Conover, No we have to really sharpen our pencils and that's our job.

Mr. Rivas, Sylvia anything just on...

Ms. Graham, Well, it's pretty obvious by what was just said...like Karen said we are going to have to sharpen our pencils and quite truthfully it is what it is and we just have to be diligent in setting priorities I feel. I feel one of the priorities might be the Election Board with the new equipment. I think it would behoove us to think about having a trial run with new equipment prior to going into a Presidential Election coming down the pike here so I think that's one of the main priorities we probably need to look at.

Ms. Conover, It is and they had looked into leased purchasing the equipment for a three year period and got some really good bank quotes. Because next year is just Cities and Towns...

Ms. Graham, Yes.

Ms. Conover, And we have to give this a soft run before we get hit the Presidential.

Ms. Graham, I think that's something that we need to keep our eye on.

Ms. Conover, It was explained to us last year ad-nauseam...

Ms. Graham, Yes.

Ms. Conover, What the problems are and for many circumstances we couldn't do it from last year to this year and now we're ready and they're ready.

Ms. Graham, Right.

Mr. Bozak, Mike anything?

Mr. Jessen, The only question that I have and I appreciate the presentation and the information that we have to sort through and make some tuff decisions on including the Salary and Wage information which is always one of the big topics. From a procedural standpoint as we look at the presented information. We look at 2018 adopted budget and then we have the 2019 requested so we are comparing what

the budget was for 2018 as compared to the budget for 2019. And I know as we go through this process we'll talk about the 2018 budget and where the departments are relative to that budget and kind of saying it looks as if they are on track or on the right track to fulfill their budgeted amount or spend their budgeted amount. One thing that and I don't know how easy and this would be a question for Vicki is that would it be that complex or difficult and I'd think it would be helpful if we had this information it would be helpful for me...but if looked at for 2017 if we saw what the budget was and then the final what they spent for 2017?

Auditor Vicki Urbanik, Yes.

Mr. Jessen, Is that easy?

Auditor Vicki Urbanik, Well let's see how easy it is. We can add whatever...well not whatever, but we can add various fields here and so we can design this to have you see what you want. Now we can't really tell you how much was spent in 2018 because 2018 is not over yet.

Mr. Jessen, It is not over yet and I understand that.

Auditor Vicki Urbanik, But we can in fact look at the adoptive budget for 2017. Can we show how much was spent in 2017 so we can see...

Mr. Jessen, That's exactly what I am looking for.

Auditor Vicki Urbanik, 2017 adopted and expended.

Mr. Jessen, Because at that point we can look at the variances between what was budgeted and what was actually spent.

Auditor Vicki Urbanik, Yes.

Mr. Jessen, Versus when we are talking about 2018 we're talking about projections for the remainder of the year.

Auditor Vicki Urbanik, Right and I know that one of the Councilmembers or more wanted additional appropriations and we can add that as well. This was 2018...it's a matter of how we want it. So if you can kind of scroll down...yes let's just pick somebody who is that? Oh Auditor...no we don't want to look at that...

Mr. Rivas, Yes.

(Laughter)

Auditor Vicki Urbanik, That was not an additional that was an encumbrance from last year. It related to our new financial software and that's one thing that column shows additional as well as adjustments like encumbrances.

Mr. Jessen, So to take it a step further Vicki and I appreciate how quick we are able to have that and I think that would be helpful for the Councilmembers...I assume that would be helpful.

Mr. Larson, If we had access to that.

Ms. Conover, That would be great.

Ms. Graham, Yes

Mr. Jessen, Now and I just want to make sure that I understand this, so as we look at 2017 is it as simple as saying that the budget amount for 2017 was \$38,200,000 dollars?

Auditor Vicki Urbanik, Yes.

Mr. Jessen, Versus the spend of actually \$43,000,000 million?

Auditor Vicki Urbanik, Yes.

Mr. Jessen, So it's clear that plenty of the departments spent a heck of a lot more than what was budgeted?

Auditor Vicki Urbanik, Right we did have additional appropriations but that expenditure total also includes items that weren't necessarily in the budget including like tax refunds, so we could filter that out.

Mr. Jessen, Ok.

Auditor Vicki Urbanik, To give you a truer...

Mr. Jessen, A true spend versus what the actual budget was?

Auditor Vicki Urbanik, Yes.

Mr. Jessen, I think that would be helpful.

Mr. Larson, Yeah, because right now it looks terrible.

Ms. Graham, I think there was...Vicki you pointed out there was like three really outstanding big ticket items?

Auditor Vicki Urbanik, Yes.

Ms. Graham, Of data processing...

Mr. Rivas, It's in the book she put in the Auditors information in the front so you can see.

Ms. Graham, Ok.

Mr. Rivas, Like the third page or so you can see some big ticket items.

Mr. Larson, I think that even in that year we had some big expenditures.

Auditor Vicki Urbanik, Right, in 2017 I can tell you how the additional appropriations totaled.

Mr. Larson, Yeah that would be helpful.

Auditor Vicki Urbanik, Yeah in 2017 additional appropriations in just the General Fund was about \$830,862 dollars. So again that we'll have to filter out the items that...

Mr. Larson, Right, that would be super helpful.

Auditor Vicki Urbanik, Ok.

Mr. Rivas, So where are we at this year? Do you know?

Auditor Vicki Urbanik, So far this year \$632,683 dollars in additional appropriations in the General Fund.

Mr. Larson, Ok, so we are just right over \$40 million then over our adopted budget at \$600,000 dollars?

Auditor Vicki Urbanik, Oh yes...when you add in the additional yes.

Mr. Larson, Right.



Mr. Rivas, Now when you are doing this is this going to be for every budget or just...?

Auditor Vicki Urbanik, Yes.

Mr. Rivas, Per budget?

Auditor Vicki Urbanik, Yes. We are just in the General Fund at the very top, this is on a per fund basis. Now the General Fund is large because we have so many different budgets within the General Fund. But then if we go to a different fund it won't look that long.

Mr. Rivas, Anybody got any other questions?

Mr. Jessen, So Vicki you'll provide that for the Council Members and that's for the General Fund and Non-General Fund for 2017

Auditor Vicki Urbanik, Ok, would you like that in a paper format? Or just looking at it on the screen when we get through budget hearings?

Mr. Jessen, For me paper would be best.

Auditor Vicki Urbanik, Ok

Mr. Jessen, And the sooner that we have the better.

Mr. Larson, If we don't have access to the program, then paper would be the way to go because then we could refer to it all the time.

Mr. Jessen, Right.

Auditor Vicki Urbanik, So what we can do with this is we can get it formatted the way that you want it and then basically we or Joy...Joy has complete access to this. We'll just export it and put it in a PDF or just print it out that way.

Mr. Jessen, Perfect.

Mr. Rivas, Jeff are we good?

Mr. Larson, Yeah, I was just looking at last year's with the appropriations already we're at \$40,089,758 dollars and I was thinking at \$41.4 million dollars are request isn't that much different than what we have already spent this year. And so even through all the processes that we went through last year we are still spending above our budgeted amount which is kind of frightening. Because I look...

Ms. Graham, Yes it is.

Mr. Larson, I was thinking we...the reason we re-adjusted was so that we could kind of hold the line on those. The fact that we're already almost \$700,000 dollars above that budgeted amount and we still have three to four months left in the year to go, that kind of alarms me a little bit.

Ms. Conover, And we have \$1,900,000 some thousand in additional requests.

Mr. Larson, Right...Right that would be nice if we could say that number was it for the entire year and there would be no issues.

Auditor Vicki Urbanik, Yes it would be...

Mr. Larson, But it's just not.

Auditor Vicki Urbanik, Yes it would be.

Mr. Larson, But it just doesn't seem to work out that way. It's just frightening to me.

Ms. Conover, It's not how we run our household budgets.

Mr. Larson, I hope not, if it is I'm in trouble.

Ms. Conover, Yeah.

Mr. Larson, I don't have any extra income.

Mr. Rivas, Roll call.

Auditor Vicki Urbanik, Now wait, I will to credit to you the County Council, you have done a better job with additional appropriations. For example in 2015 additionals totaled almost \$1.4 million dollars, so then it dropped down to \$678,000 thousand dollars in 2016 and then in 2017 it was \$830,000 thousand dollars. So you have brought it down under that million dollar mark so you have done well. That has helped stabilize our general fund dramatically.

Ms. Graham, Thank you.

Mr. Rivas, Alright is everybody good?

Auditor Vicki Urbanik, But still you should say no more to additionals.

Mr. Rivas, Let's get a roll call real fast on the first reading.

Auditor Vicki Urbanik, Ok

Motion carried on the following roll call vote:

Mr. Rivas	-	Yes
Ms. Conover	-	Yes
Ms. Graham	-	Yes
Mr. Jessen	-	Yes
Mr. Larson	-	Yes

Auditor Vicki Urbanik, 5-0

Mr. Rivas, What if we would have voted that down?

Mr. Larson, Then she would have to read it all over again.

Mr. Rivas, Alright anybody with anything else? I was wondering...I've got called out of town in October the 7<sup>th</sup> through the 10<sup>th</sup>. The 7<sup>th</sup> doesn't matter, I was wondering if you guys and we can wait and talk about it with the other guys Thursday. But if we can push Thursday the...

Ms. Conover, Wednesday.

Mr. Rivas, No it would be Wednesday the 10<sup>th</sup>, if we could move everything? Wednesday the 10<sup>th</sup> the final second reading could go to Thursday? And then Raises and Wages would go to the Tuesday the 16<sup>th</sup>? And then final reading would be the 18<sup>th</sup>?

Mr. Larson, We would put everything a day behind?

Mr. Rivas, Yeah just push is over basically...yeah.

Ms. Conover, Auditor do you have a problem with that?

Mr. Rivas, I know that you mention that you would have to resubmit.

Auditor Vicki Urbanik, We'd have to re-advertise the public hearing, because we have already advertised the final adoption.

Mr. Rivas, The final adoption, but there is time it gives you over a month?

Auditor Vicki Urbanik, Yes we do have time to do it, yes.

Mr. Jessen, Jeremy would you restate what you are suggesting?

Mr. Rivas, So October 10<sup>th</sup> we would move to the 11<sup>th</sup> the final second reading. Then the 11<sup>th</sup> we would move to the 16<sup>th</sup> which is raise/wages. Then final reading which was scheduled on the 15<sup>th</sup> we would just move to the 18<sup>th</sup> so that basically it.

Ms. Graham, Ok.

Mr. Rivas, If you need a couple of days we could talk about it?

Mr. Jessen, Actually that works for me. So it's the 11<sup>th</sup>, the 16<sup>th</sup> and the 18<sup>th</sup>?

Ms. Conover, Yes.

Mr. Rivas, Yes.

Mr. Jessen, Ok I am good with that.

Ms. Graham, That's fine.

Auditor Vicki Urbanik, What day is the 16<sup>th</sup>?

Mr. Rivas, That day is a Tuesday.

Mr. Larson, Tuesday

Auditor Vicki Urbanik, We can do it. We can get all the raises and all the wages factored in by the 18<sup>th</sup>. We can do it.

Ms. Graham, For those members that aren't here Joy make sure that they get notified.

Auditor Vicki Urbanik, We can...we'll do it.

Mr. Rivas, Jeff are you ok with that or is that...

Mr. Larson, Yes, I haven't missed one yet.

Mr. Rivas, Joy do you have that?

Administrative Assistant Joy Blakely, I do.

Mr. Rivas, So you would have to notify everybody on the 10<sup>th</sup>...Joy?

Administrative Assistant Joy Blakely, Yes I will. So we are moving them to the 11<sup>th</sup>?

Mr. Rivas, Yeah that would be the biggest move.

Administrative Assistant Joy Blakely, That would be the Commissioners.

Mr. Rivas, Yes. Does anybody have anything else? No then I will entertain a motion to adjourn.

Mr. Larson, Motion.

Mr. Jessen, Second.

Mr. Rivas, Motion and second to adjourn, any discussion? All in favor?  
Opposed? See everybody Thursday.

Motion approved by unanimous voice vote.

There being no further business, meeting was adjourned.

**PORTER COUNTY COUNCIL  
PORTER COUNTY, INDIANA**

---

Mike Jessen

---

Dan Whitten

---

Karen Conover

---

Sylvia Graham

---

Jeff Larson

---

Andy Bozak

---

Jeremy Rivas

Attest: \_\_\_\_\_  
Vicki Urbanik, Auditor