



## Wexford County

### FINANCE & APPROPRIATIONS COMMITTEE

*Mike Musta, Chair*

#### **NOTICE OF MEETING**

The Finance and Appropriations Committee of the Wexford County Board of Commissioners will hold a regular meeting on Wednesday, July 24, 2024, beginning at 4:00 p.m. in the Commissioners' Room, third floor of the Historic Courthouse, 437 E. Division St., Cadillac, Michigan.

#### **TENTATIVE AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL
- C. ADDITIONS / DELETIONS TO THE AGENDA
- D. APPROVAL OF THE AGENDA
- E. APPROVAL OF JULY 11, 2024, REGULAR MEETING MINUTES ..... 1
- F. PUBLIC COMMENTS  
*Designated for topics on the agenda only.*
- G. AGENDA ITEMS
  - 1. Approval of the Claims *(Clerk's Office)*
  - 2. Revenue and Expense Reports ..... 2
  - 3. Community Development Block Grant Program for Emergency Repairs..... 5
    - a. Ad for Public Hearing Notice Closeout for 2022 ..... 6
    - b. Ad for Public Hearing Notice Opening for 2023 ..... 7
  - 4. Slagle Township Request for Excess Shelving Discussion
- H. CORRESPONDENCE
- I. ADMINISTRATOR'S COMMENTS
- J. PUBLIC COMMENTS
- K. COMMITTEE COMMENTS
- L. CHAIR COMMENTS
- M. ADJOURN

WEXFORD COUNTY  
**FINANCE & APPROPRIATIONS COMMITTEE MEETING**  
REGULAR MEETING MINUTES  
July 11, 2024

**E.**

The regular meeting was called to order by Chair Michael Musta at 4:00 p.m., in the Commissioners' Room, Third Floor, Historic Courthouse, 437 E. Division St. Cadillac, Michigan.

Members Present: Michael Musta, Brian Potter, Gary Taylor, Julie Theobald  
Members Absent: None  
Also Present: Ashley Hackert, Deputy Clerk; Megan Kujawa, Sr. Exec. Admin Assistant; and Joe Porterfield, County Administrator/Equalization Director

**ADDITIONS OR DELETIONS TO THE AGENDA**

None.

**APPROVAL OF THE AGENDA**

**A motion was made by Comm. Taylor and supported by Comm. Potter to approve the Agenda. A vote was called, all in favor. Motion passed, 4-0.**

**APPROVAL OF THE MINUTES**

**A motion was made by Comm. Theobald and supported by Comm. Taylor to approve the June 26, 2024, regular meeting minutes. A vote was called, all in favor. Motion passed, 4-0.**

**PUBLIC COMMENTS**

None.

**AGENDA ITEMS**

***G.1. Approval of Claims***

**A motion was made by Comm. Potter and supported by Comm. Taylor to approve paying the bills in the amount of \$219,049.91. A vote was called, all in favor. Motion passed, 4-0.**

**CORRESPONDENCE**

None.

**ADMINISTRATOR'S COMMENTS**

Mr. Porterfield informed the Committee that the budget process will be starting and that on August 07 at the Board of Commissioners meeting, Steve Peacock from Rehmann will be presenting the audit.

**PUBLIC COMMENTS**

None

**COMMITTEE COMMENTS**

None.

**CHAIR COMMENTS**

None.

**ADJOURN**

**A motion was made by Comm. Taylor and supported by Comm. Potter to adjourn the meeting at 4:15 p.m. A vote was called, all in favor. Motion passed, 4-0.**

**REVENUE AND EXPENDITURE REPORT FOR WEXFORD COUNTY**  
**PERIOD ENDING 06/30/2024**  
**% Fiscal Year Completed: 49.73**

GL #	DESCRIPTION	2024 AMENDED BUDGET	YTD JUNE 2024 NORM (ABNORM)	ACTIVITY FOR JUNE 2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
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Fund 101 - GENERAL FUND						
Expenditures						
101	COMMISSIONERS	118,669.00	54,893.00	10,384.10	63,776.00	46.26
172	COUNTY ADMINISTRATION	139,057.00	59,930.04	10,060.03	79,126.96	43.10
174	GEN SERVICES ADMINISTRATION	907,856.00	576,570.79	133,623.14	331,285.21	63.51
193	ARPA Direct Payment	0.00	57,159.04	0.00	(57,159.04)	100.00
194	DEPT OF AGRICULTURE	120,000.00	120,416.64	120,416.64	(416.64)	100.35
215	COUNTY CLERK	434,104.00	189,352.84	32,992.89	244,751.16	43.62
245	STATE SURVEY & REMONUMENTATION	49,898.00	14,875.00	3,825.00	35,023.00	29.81
253	COUNTY TREASURER	451,989.00	193,017.79	32,604.22	258,971.21	42.70
257	EQUALIZATION	586,791.00	277,251.72	54,568.37	309,539.28	47.25
262	ELECTIONS	110,150.00	71,395.99	177.31	38,754.01	64.82
265	BUILDING AND GROUNDS	485,267.00	193,984.61	33,583.59	291,282.39	39.97
268	DISTRICT HEALTH DEPARTMENT	102,100.00	47,242.37	6,988.12	54,857.63	46.27
270	HUMAN RESOURCES	90,485.00	76,999.77	(2,649.45)	13,485.23	85.10
271	JAIL - BLDG/GRDS CARMEL ST	5,500.00	9,866.04	401.26	(4,366.04)	179.38
272	MAINT/STORAGE - BLDG/GRDS	8,020.00	3,970.40	375.31	4,049.60	49.51
276	HUMAN SERVICES BLDG	135,100.00	52,967.35	8,399.38	82,132.65	39.21
278	JAIL - BLDG/GRDS	268,700.00	98,205.66	18,298.16	170,494.34	36.55
279	PUBLIC DEFENDER	253,610.00	137,096.34	18,015.28	116,513.66	54.06
283	CIRCUIT COURT	344,369.00	139,564.56	22,825.39	204,804.44	40.53
286	DISTRICT COURT	761,190.00	348,428.30	55,088.70	412,761.70	45.77
289	FRIEND OF THE COURT	1,082,709.00	445,952.38	59,859.22	636,756.62	41.19
293	RAISE THE AGE	285,000.00	52,064.88	14.94	232,935.12	18.27
294	PROBATE COURT	630,257.00	282,775.49	47,979.83	347,481.51	44.87
295	PROBATION AND PAROLE	2,700.00	621.37	235.88	2,078.63	23.01
296	PROSECUTING ATTORNEY	870,439.00	366,029.06	64,341.19	504,409.94	42.05

297	JURY COMMISSION	5,050.00	3,427.50	2,852.52	1,622.50	67.87
298	CIRCUIT COURT FAMILY COUNS.	62,119.00	31,679.89	5,422.72	30,439.11	51.00
299	PROS ATTNY CO-OP REIMB	75,647.00	32,061.96	6,425.41	43,585.04	42.38
301	SHERIFF	3,156,845.00	1,312,895.51	217,613.85	1,843,949.49	41.59
316	SECONDARY ROAD PATROL	144,686.00	26,482.96	1,599.67	118,203.04	18.30
331	MARINE	34,931.00	1,643.43	692.14	33,287.57	4.70
332	SNOWMOBILE	35,381.00	14,609.10	15.41	20,771.90	41.29
333	FEDERAL FOREST	35,081.00	9,850.57	750.17	25,230.43	28.08
334	SNOWMOBILE	4,000.00	652.13	0.00	3,347.87	16.30
351	JAIL	3,595,419.00	1,330,992.19	235,608.29	2,264,426.81	37.02
362	STATE GRANT PA 511	128,543.00	50,772.38	10,937.10	77,770.62	39.50
363	ENHANCEMENT	136,773.00	60,488.54	9,967.67	76,284.46	44.23
426	EMERGENCY MANAGEMENT	116,203.00	46,068.71	7,238.99	70,134.29	39.65
442	DRAIN COMMISSION	81,177.00	20,313.63	3,563.42	60,863.37	25.02
526	SANITARY LANDFILL	57,000.00	17,274.22	1,595.00	39,725.78	30.31
605	CONTAGIOUS DISEASES	500.00	84.96	0.00	415.04	16.99
648	MEDICAL EXAMINER	107,400.00	55,656.28	19,915.68	51,743.72	51.82
681	VETERANS BURIAL	10,000.00	1,800.00	0.00	8,200.00	18.00
710	CO-OP EXTENSION	0.00	180.85	0.00	(180.85)	100.00
711	REGISTER OF DEEDS	332,755.00	155,580.30	25,676.94	177,174.70	46.76
959	APPROPRIATIONS	554,700.00	279,935.09	64,591.75	274,764.91	50.47
995	TRANSFERS	1,174,028.00	764,308.20	308,619.59	409,719.80	65.10
TOTAL EXPENDITURES		18,092,198.00	8,087,389.83	1,655,494.82	10,004,808.17	44.70
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Fund 101 - GENERAL FUND:						
TOTAL REVENUES		18,092,198.00	5,441,606.04	2,222,775.75	12,650,591.96	30.08
TOTAL EXPENDITURES		18,092,198.00	8,087,389.83	1,655,494.82	10,004,808.17	44.70
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**REVENUE AND EXPENDITURE REPORT FOR WEXFORD COUNTY**

**PERIOD ENDING 06/30/2024**

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Fund 225 - ANIMAL CONTROL						
	TOTAL REVENUES	279,221.00	244,618.26	6,474.00	34,602.74	87.61
	TOTAL EXPENDITURES	279,221.00	113,517.71	12,349.91	165,703.29	40.66
Fund 239 - COURT SECURITY FUND:						
	TOTAL REVENUES	164,219.00	82,599.72	14,394.45	81,619.28	50.30
	TOTAL EXPENDITURES	164,219.00	34,306.35	5,777.16	129,912.65	20.89
Fund 249 - BUILDING INSPECTIONS DEPT.:						
	TOTAL REVENUES	274,200.00	159,556.27	25,516.12	114,643.73	58.19
	TOTAL EXPENDITURES	235,713.00	100,576.33	19,452.37	135,136.67	42.67
Fund 260 - PUBLIC DEFENDER:						
	TOTAL REVENUES	1,744,957.00	732,924.97	227.51	1,012,032.03	42.00
	TOTAL EXPENDITURES	1,744,957.00	645,803.49	133,229.68	1,099,153.51	37.01
Fund 261 - 911-WIRELESS:						
	TOTAL REVENUES	1,400,000.00	326,956.28	3,967.44	1,073,043.72	23.35
	TOTAL EXPENDITURES	1,207,558.00	574,778.17	94,265.70	632,779.83	47.60
Fund 292 - CHILD CARE FUND:						
	TOTAL REVENUES	736,286.00	191,189.44	1,107.32	545,096.56	25.97
	TOTAL EXPENDITURES	736,286.00	253,930.22	40,949.03	482,355.78	34.49
	TOTAL REVENUES - ALL FUNDS	4,598,883.00	1,737,844.94	51,686.84	2,861,038.06	37.79
	TOTAL EXPENDITURES - ALL FUNDS	4,367,954.00	1,722,912.27	306,023.85	2,645,041.73	39.44

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**BOARD OF COMMISSIONERS COMMITTEE AGENDA ITEM**

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**TO:** Finance & Appropriations Committee  
**FROM:** Treasurer and Administration Office  
**FOR MEETING DATE:** July 24, 2024  
**SUBJECT:** CBDG Program Year 2022 closeout and CBDG Proposed Program Year 2023 Funding

SUMMARY OF ITEM TO BE PRESENTED:

Public hearing for Proposed Program year 2023 Funding and Closeout of Program Year 2022 and MSC-2015-5831-HO (Michigan State Housing Development Authority) CBDG Grants with MEDC (Michigan Economic Development Corporation) Strategic Fund Agency. Also, Closeout Hearing for the last large grant that was applied for through Michigan State Housing Development Authority (MSHDA). A Public hearing is required for the proposed Program Year 2023 and Closeout of Program Year 2022 and MSC-2015-5831-HOA CBDG Grants with MEDC strategic Fund and Closeout Hearing for the last large grant that was applied for through Michigan State Housing Development Authority (MSHDA).

The ad in the Cadillac News will run on Monday, July 22, 2024, and Saturday July 27, 2024 draft of those public hearing notices are included.

RECOMMENDATION:

The Treasurer and Administration recommends that the Finance Committee forwards a recommendation to the full board to hold a public hearing for the aforementioned purpose at the Board of Commissioners meeting on August 07, 2024, for the closeout of the CBDG Program Year 2022 and for the CBDG Proposed Program Year 2023.



**Wexford County and the Wexford County Home Repair Program  
NOTICE OF 2022 CLOSEOUT PUBLIC HEARING  
FOR MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING  
FOR CDBG PROGRAM INCOME EMERGENCY REPAIR**

Wexford County & the Wexford County Home Repair Program will conduct a closeout public hearing on **August 07, 2024** at **4:00 p.m.** at the **Wexford County Courthouse at 437 E. Division St., Cadillac, MI 49601**. For the purpose of affording citizens an opportunity to submit comments and receive a final report on the completion of the CDBG Program Income Emergency Repair grant that has been fully expended.

The CDBG grant provided funding to assist with Homeowner Rehabilitation-Emergency Repairs only. These Local dollars were used along with some matching funds provided by Northwest Michigan Community Action Agency and others to benefit county residents who were at or below 80% of the Area Median Income. No persons were displaced as a result of the project. Interested parties are invited to comment on the project in person at the public hearing or in writing through **August 02, 2024** and address their comments to Kristi Nottingham at [knottingham@wexfordcounty.org](mailto:knottingham@wexfordcounty.org).



**Wexford County and the Wexford County Home Repair Program  
NOTICE OF PUBLIC HEARING  
FOR MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING  
FOR 2023 CDBG PROGRAM INCOME EMERGENCY REPAIR**

Wexford County & the Wexford County Home Repair Program will conduct a public hearing on **August 07, 2024** at **4:00 p.m.** at the **Wexford County Courthouse at 437 E. Division St., Cadillac, MI 49601** for the purpose of affording citizens an opportunity to inquire and submit comments on the available CDBG Program Income funding.

Wexford County proposes to use **\$50,349.27** in CDBG funds for Homeowner Rehabilitation-Emergency Repairs only and to benefit county residents who are at or below 80% of the Area Median Income. No persons will be displaced as a result of the proposed activities.

Further information, including a copy of Wexford County's CDBG Program Guidelines, is available for review. To inspect the document, please contact Tish Stave at [tstave@nmcaa.net](mailto:tstave@nmcaa.net) or they can be reviewed at the Wexford County Treasurer's office. Comments may be submitted in writing through **August 02, 2024** or made in person at the public hearing. Citizen views and comments on the proposed funding availability are welcome.