

## Budget Resolution

12-13-07-121

### RESOLUTION BY COMMISSIONER MORGAN

WHEREAS, this resolution shall be known as the FY 2008 General Appropriation Act; and

WHEREAS, pursuant to MCLA 141.412 and 141.413, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on November 5, 2007, and a public hearing on the proposed budget was held on November 15, 2007; and

WHEREAS, the Kent County voters authorized millages of 0.7893 mills for correctional facility operations and debt service, and 0.3244 mills for senior services; and

WHEREAS, the Kent County Board will authorize, in May 2008, a general property tax levy on all real and personal property within the County upon the current tax roll for County general operations; and

WHEREAS, the Kent County Finance and Physical Resources Committee has reviewed the Recommended 2008 Budget in detail; and

WHEREAS, estimated total revenues and appropriations for the various funds are recommended as follows:

<u>FUND</u>	<u>REVENUES</u>	<u>APPROPRIATIONS</u>
General Fund	\$164,069,142	\$164,018,488
Special Revenue Funds	83,179,147	96,470,915
Capital Project Funds	6,561,390	5,261,390
Internal Service Fund	25,157,976	24,750,300
Debt Service Funds	10,491,255	10,472,690
Component Unit Funds	59,132,521	59,062,521
Proprietary Funds	45,087,284	46,638,784

NOW THEREFORE BE IT RESOLVED, that the Kent County Board of Commissioners hereby adopts the FY 2008 Appropriation Act as the official budget for FY 2008; and

BE IT FURTHER RESOLVED, that County officials responsible for the appropriations authorized in the act may expend County funds up to, but not to exceed, the total appropriation authorized for each department or activity; and

BE IT FURTHER RESOLVED, that the Kent County Board adopts the FY 2008 budgets for the various governmental funds by department or activity as follows:

**2008 General Appropriations Act  
County of Kent, Michigan**

<b>GENERAL FUND</b>	<b>Appropriation</b>	<b>Memorandum</b>	<b>Total</b>
<b>Estimated Revenues</b>			
Taxes	\$89,313,322	\$ -	\$89,313,322
Licenses & Permits	75,050	-	75,050
Intergovernmental	9,787,728	-	9,787,728
Charges for Services	19,265,496	-	19,265,496
Fines & Forfeitures	244,500	-	244,500
Investment Earnings	3,898,650	-	3,898,650
Reimbursements	8,043,901	-	8,043,901
Other	2,928,957	-	2,928,957
Transfers In	30,511,538	-	30,511,538
<b>Total Estimated Revenues</b>	<b>164,069,142</b>	<b>-</b>	<b>164,069,142</b>
Fund Balance Usage (Deposit)	(50,654)	-	(50,654)
<b>Total Estimated Revenues &amp; Other Sources</b>	<b>\$164,018,488</b>	<b>\$ -</b>	<b>\$164,018,488</b>
<b>Appropriations</b>			
Circuit Court	\$18,269,764	\$ -	\$18,269,764
Clerk's Office	2,224,975	-	2,224,975
District Court	2,906,826	-	2,906,826
Drain Commission	609,666	-	609,666
Facilities Management	12,909,806	-	12,909,806
Fiscal Services	3,798,940	-	3,798,940
Information Technology	5,958,812	-	5,958,812
Policy/Administration	4,469,506	-	4,469,506
Sheriff's Department	60,435,277	-	60,435,277
Treasurer's Office	1,168,439	-	1,168,439
Parks Department	4,486,670	-	4,486,670
Probate Court – Mental & Estate Division	1,315,926	-	1,315,926
Intergovernmental	3,833,169	-	3,833,169
Bureau of Equalization	1,738,776	-	1,738,776
Human Resources	2,193,454	-	2,193,454
Prosecutor's – Criminal/Juvenile	6,150,578	-	6,150,578
Cooperative Extension Service	673,361	-	673,361
Medical Examiner	1,302,771	-	1,302,771
Soldiers & Sailors Relief	204,391	-	204,391
John Ball Zoological Gardens	4,370,229	-	4,370,229
Transfers Out	31,127,152	-	31,127,152
<b>Total Appropriations before Lapse</b>	<b>170,148,488</b>	<b>-</b>	<b>170,148,488</b>
Estimated Appropriation Lapse	(6,130,000)	-	(6,130,000)
<b>Total Appropriations</b>	<b>\$164,018,488</b>	<b>\$ -</b>	<b>\$164,018,488</b>



**2008 General Appropriations Act  
County of Kent, Michigan**

<b>SPECIAL REVENUE FUNDS</b>	<b>Appropriation</b>	<b>Memorandum*</b>	<b>Total Appropriation</b>
<b>Estimated Revenues</b>			
Taxes	\$28,288,653	\$ -	\$28,288,653
Licenses & Permits	8,951,547	2,959,517	1,570,948
Intergovernmental	16,111,946	11,501,558	37,953,619
Charges for Services	2,343,465	512,155	2,855,620
Fines & Forfeitures	289,658	81,754	371,412
Investment Earnings	1,847,510	-	1,847,510
Reimbursements	2,742,463	949,155	3,691,618
Other	433,626	107,820	541,446
Transfers In	22,170,280	7,993,584	30,163,864
<b>Total Estimated Revenues</b>	<b>83,179,147</b>	<b>24,105,543</b>	<b>107,284,690</b>
Fund Balance Usage (Deposit)	13,291,768	1,121	13,292,889
<b>Total Estimated Revenues &amp; Other Sources</b>	<b>\$96,470,915</b>	<b>\$24,106,664</b>	<b>\$120,577,579</b>
<b>Appropriations</b>			
Fire Commission	\$521,608	\$ -	\$521,608
Friend of the Court	6,534,619	2,182,124	8,716,743
Health Department	19,953,381	6,650,460	26,603,841
Lodging Excise Tax	5,776,969	-	5,776,969
Correction & Detention Millage	18,538,265	-	18,538,265
Senior Millage	7,176,801	-	7,176,801
Register of Deeds-Automation Fund	663,373	-	663,373
Community Development	-	2,260,159	2,260,159
Drug Law Enforcement Fund	141,208	-	141,208
Child Care	17,356,262	5,787,921	23,144,183
DHS Child Care	7,590,956	2,530,319	10,121,275
Revenue Sharing Reserve Fund	11,511,538	-	11,511,538
Veteran's Trust	-	66,264	66,264
SP – Agricultural Preservation	37,381	-	37,381
SP – Circuit Court-Com Corrections Admin	-	2,126,637	2,126,637
SP – Circuit Court-Com Corrections Grant	-	229,900	229,900
SP – Circuit Court-Family Counseling	73,000	-	73,000
SP – Circuit Court-Juve Donations/Incentives	-	4,621	4,621
SP – Drain Commission-Special Assessment	70,166	-	70,166
SP – FM Fallasburg Dam	16,374	-	16,374
SP – FOC Access & Visitation Grant	-	17,000	17,000
SP – Parks Kent Trails	21,880	-	21,880
SP – Prosecutor's-Cooperative Reimbursement	-	1,626,291	1,626,291
SP – Remonumentation Program	161,000	-	161,000
SP – Sheriff-Drug Enforcement	-	92,483	92,483
SP – Sheriff-Gifts – Honor Camp	6,000	-	6,000
SP – Sheriff-Gifts – Jail	115,000	-	115,000
SP – Sheriff-Local Correction Officers Train	146,000	-	146,000
SP – Sheriff-Michigan Dispatch Training	14,134	-	14,134
SP – Sheriff-Michigan Justice Training	45,000	-	45,000
SP – Sheriff-Secondary Road Patrol	-	532,485	532,485
<b>Total Appropriations</b>	<b>\$96,470,915</b>	<b>\$24,106,664</b>	<b>\$120,577,579</b>

\*These Memorandum Budgets were previously appropriated by the Kent County Board of Commissioners via resolution 05-24-07-55, 08-09-07-82, or 09-27-07-100.

**2008 General Appropriations Act  
County of Kent, Michigan**

<b>CAPITAL PROJECT FUNDS</b>	<b>Appropriation</b>	<b>Memorandum</b>	<b>Total Appropriation</b>
<b>Estimated Revenues</b>			
Taxes	\$4,289,119	\$ -	\$4,289,119
Investment Earnings	1,300,000	-	1,300,000
Intergovernmental	404,271	-	404,271
Other	568,000	-	568,000
<b>Total Estimated Revenues</b>	<b>6,561,390</b>	<b>-</b>	<b>6,561,390</b>
Fund Balance Usage (Deposit)	(1,300,000)	-	(1,300,000)
<b>Total Estimated Revenues &amp; Other Sources</b>	<b>\$5,261,390</b>	<b>\$ -</b>	<b>\$5,261,390</b>
<b>Appropriations</b>			
Capital Improvement Program	5,261,390	\$ -	5,261,390
<b>Total Appropriations</b>	<b>\$5,261,390</b>	<b>\$ -</b>	<b>\$5,261,390</b>
<b>INTERNAL SERVICE FUND</b>	<b>Appropriation</b>	<b>Memorandum</b>	<b>Total Appropriation</b>
<b>Estimated Revenues</b>			
Charges for Services	\$1,865,000	\$ -	\$1,865,000
Investment Earnings	106,500	-	106,500
Reimbursements	23,161,476	-	23,161,476
Other	25,000	-	25,000
<b>Total Estimated Revenues</b>	<b>25,157,976</b>	<b>-</b>	<b>25,157,976</b>
Fund Balance Usage (Deposit)	(407,676)	-	(407,676)
<b>Total Estimated Revenues &amp; Other Sources</b>	<b>\$24,750,300</b>	<b>\$ -</b>	<b>\$24,750,300</b>
<b>Appropriations</b>			
Risk Management	\$24,750,300	\$ -	\$24,750,300
<b>Total Appropriations</b>	<b>\$24,750,300</b>	<b>\$ -</b>	<b>\$24,750,300</b>
<b>DEBT SERVICE FUNDS</b>	<b>Appropriation</b>	<b>Memorandum</b>	<b>Total Appropriation</b>
<b>Estimated Revenues</b>			
Other	\$7,887,332	\$ -	\$7,887,332
Transfers In	2,603,933	-	2,603,933
<b>Total Estimated Revenues</b>	<b>10,491,255</b>	<b>-</b>	<b>10,491,255</b>
Fund Balance Usage (Deposit)	(18,565)	-	(18,565)
<b>Total Estimated Revenues &amp; Other Sources</b>	<b>\$10,472,690</b>	<b>\$ -</b>	<b>\$10,472,690</b>
<b>Appropriations</b>			
Building Authority Debt Service Fund	\$9,058,526	\$ -	\$9,058,526
Debt Service Fund	1,414,164	-	1,414,164
<b>Total Appropriations</b>	<b>\$10,472,690</b>	<b>\$ -</b>	<b>\$10,472,690</b>



**2008 General Appropriations Act  
County of Kent, Michigan**

<b>COMPONENT UNIT FUNDS</b>	<b>Appropriation</b>	<b>Memorandum*</b>	<b>Total Appropriation</b>
<b>Estimated Revenues</b>			
Intergovernmental	\$4,464,992	\$3,491,592	\$7,956,584
Charges for Services	50,593,359	-	50,593,359
Investment Earnings	2,290,200	-	2,290,200
Reimbursements	480,000	-	480,000
Other	1,303,970	-	1,303,970
Transfers In	-	-	-
<b>Total Estimated Revenues</b>	<b>59,132,521</b>	<b>3,491,592</b>	<b>62,624,113</b>
Fund Balance Usage (Deposit)	(70,000)	-	(70,000)
<b>Total Estimated Revenues &amp; Other Sources</b>	<b>\$59,062,521</b>	<b>\$3,491,592</b>	<b>\$62,554,113</b>
<b>Appropriations</b>			
Housing Commission	\$ -	\$3,491,592	\$3,491,592
Social Welfare	3,362,000	-	3,362,000
DPW Act 185 Bond Fund	1,512,992	-	1,512,992
DPW Administration & Finance	793,600	-	793,600
DPW Water & Sewer Division	4,295,000	-	4,295,000
DPW Solid Waste/Landfill Operations	9,004,420	-	9,004,420
DPW Waste-to-Energy Operations	40,094,509	-	40,094,509
<b>Total Appropriations</b>	<b>\$59,062,521</b>	<b>\$3,491,592</b>	<b>\$62,554,113</b>
<b>PROPRIETARY FUNDS</b>	<b>Appropriation</b>	<b>Memorandum</b>	<b>Total Appropriation</b>
<b>Estimated Revenues</b>			
Taxes	\$ 1,685,000	\$ -	\$1,685,000
Intergovernmental	4,200,000	-	4,200,000
Charges for Services	19,686,301	-	19,686,301
Fines & Forfeitures	5,000	-	5,000
Investment Earnings	6,510,500	-	6,510,500
Reimbursements	190,000	-	190,000
Other	12,810,483	-	12,810,483
<b>Total Estimated Revenues</b>	<b>45,087,284</b>	<b>-</b>	<b>45,087,284</b>
Fund Balance Usage (Deposit)	1,551,500	-	1,551,500
<b>Total Estimated Revenues &amp; Other Sources</b>	<b>\$46,638,784</b>	<b>\$ -</b>	<b>\$46,638,784</b>
<b>Appropriations</b>			
Aeronautics	\$40,682,284	\$ -	\$40,682,284
Delinquent Tax Fund	5,956,500	-	5,956,500
<b>Total Appropriations</b>	<b>\$46,638,784</b>	<b>\$ -</b>	<b>\$46,638,784</b>

\*The Housing Commission's Memorandum Budget was previously appropriated by the Kent County Board of Commissioners via the signature approval of the Kent County Board Chair.

BE IT FURTHER RESOLVED, that appropriations made for the available balances and outstanding encumbrances at fiscal year end for grants are continued in full force and effect and shall carry over to successive fiscal years until the grants are completed or otherwise terminated.

BE IT FURTHER RESOLVED, that appropriations made for the available balances and outstanding encumbrances at fiscal year end for capital projects are continued in full force and effect and shall carry over to successive fiscal years until the projects are completed or otherwise terminated.

BE IT FURTHER RESOLVED, that appropriations made for the outstanding purchase orders and contractual encumbrances at fiscal year end in the operating funds are continued in full force and effect and shall carry over to successive fiscal years until the projects are completed or otherwise terminated.

BE IT FURTHER RESOLVED, that the County Administrator/Controller shall provide the Kent County Finance and Physical Resources Committee, at the end of each fiscal quarter, a report of year to date revenues and expenditures compared to the budgeted amounts in the various funds of the County.

BE IT FURTHER RESOLVED, that whenever it appears to the Kent County Administrator/Controller or the Kent County Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, or when it appears that expenditures will exceed an appropriation, the County Administrator/Controller shall present to the County Board recommendations to prevent expenditures from exceeding available revenues and reserves or appropriations for the budget year. Such recommendations may include proposals for reducing appropriations, increasing revenues or a combination thereof.

Commissioner Morgan moved the resolution be adopted.

Requires Majority Vote of Members Elect

## County Debt

### Constitutional Debt Limitation

Article VII, Section 6 of the State Constitution states "No county shall incur any indebtedness which shall increase its total debt beyond 10%, of its assessed valuation." The Notes are included within this debt limitation.

STATEMENT OF LEGAL DEBT MARGIN - JUNE 30, 2007	
2007 State Equalized Value (SEV)	\$ 24,338,570,446
Legal Debt Limit (10% of SEV)	2,433,857,045
Debt Outstanding	<u>404,204,903</u>
Margin of additional debt that can be legally incurred	<u>\$ 2,029,652,142</u>
Debt Outstanding as a percentage of 2007 SEV	<u>1.7%</u>

**Debt Statement**

The following table reflects a breakdown of the County’s direct and overlapping debt as of June 30, 2007 including the Notes described herein. Direct debt which is shown as self-supporting is paid from sources other than the County’s General Fund. Bonds or Notes designated as L.T.G.O. are limited tax pledge bonds or notes.

Debt Type	Gross	Self-supporting or Portion Paid Directly By Benefited Municipalities	Net	Net Debt	
				Per Capita <sup>(1)</sup>	% of SEV
<b><u>Direct Debt</u></b>					
County Building Authority (L.T.G.O.)	\$ 94,360,000	\$ 455,000	\$ 93,905,000		
General Obligation Limited Tax Notes	73,000,000	73,000,000	-		
Refuse and Solid Waste Bonds (L.T.G.O.)	40,825,000	40,825,000	-		
Airport Bonds (L.T.G.O.)	34,095,000	34,095,000	-		
(Revenue)	48,050,000	48,050,000	-		
Water and Sewer Bonds (L.T.G.O.)	6,475,000	6,475,000	-		
Drain Bonds (L.T.G.O.)	13,556,000	13,556,000	-		
County/City Building Authority Bonds (L.T.G.O.)	84,548,903	4,460,000	80,088,903		
CIP Bonds (L.T.G.O.)	9,295,000	-	9,295,000		
<b>Total Direct Debt</b>	<b>\$ 404,204,903</b>	<b>\$ 220,916,000</b>	<b>183,288,903</b>	<b>\$ 305.72</b>	<b>0.8%</b>
<b><u>Overlapping Debt</u> <sup>(2)</sup></b>					
School Districts			1,207,255,404		
Cities			226,344,000		
Community Colleges			49,768,031		
Townships			27,689,000		
Villages			3,470,000		
Intermediate School Districts			66,554		
<b>Total Overlapping Debt</b>			<b>1,514,592,989</b>	<b>2,526.33</b>	<b>6.2%</b>
<b>Total Direct and Overlapping</b>			<b>\$ 1,697,881,892</b>	<b>\$ 2,832.05</b>	<b>7.0%</b>

(1) Based on 2006 estimated population of 599,524.

(2) Overlapping debt is the portion of other public debt for which a County taxpayer is liable in addition to the Direct Debt of the County.

Source: Municipal Advisory Council



**DEBT AMORTIZATION SCHEDULE  
REQUIREMENTS AT JUNE 30, 2007**

Year	Tax Notes	Refuse Disposal Bonds	Airport Revenue LTGO Bonds	Water & Sewer LTGO Bonds	Drain Bonds	City/County		Capital Improvement Bonds	Total	Cumulative Total	Percent Amortized
						Building Authority Bonds	County Building Authority Bonds				
2007	\$ -	\$ 8,960,000	\$ -	\$ 1,265,000	\$ 1,010,000	\$ 3,215,000	\$ -	\$ 590,000	\$ 15,040,000	\$ 15,040,000	5.2%
2008	20,000,000	10,110,000	2,625,000	1,310,000	1,127,000	3,545,000	4,600,000	605,000	43,922,000	58,962,000	14.6%
2009	24,000,000	10,505,000	2,740,000	490,000	1,167,000	3,895,000	4,640,000	620,000	48,057,000	107,019,000	26.5%
2010	29,000,000	11,250,000	2,865,000	510,000	1,227,000	4,260,000	5,685,000	640,000	55,437,000	162,456,000	40.2%
2011	-	-	3,000,000	530,000	1,215,000	4,675,000	3,405,000	665,000	13,490,000	175,946,000	43.5%
2012	-	-	3,135,000	550,000	1,280,000	5,115,000	3,540,000	685,000	14,305,000	190,251,000	47.1%
2013	-	-	3,280,000	580,000	1,350,000	5,585,000	3,710,000	365,000	14,870,000	205,121,000	50.7%
2014	-	-	3,440,000	605,000	1,165,000	6,085,000	3,880,000	375,000	15,550,000	220,671,000	54.6%
2015	-	-	3,595,000	635,000	1,235,000	3,513,370	4,075,000	390,000	13,443,370	234,114,370	57.9%
2016	-	-	3,775,000	-	925,000	3,455,616	4,270,000	405,000	12,830,616	246,944,986	61.1%
2017	-	-	3,955,000	-	980,000	3,399,714	4,435,000	420,000	13,189,714	260,134,700	64.4%
2018	-	-	4,150,000	-	275,000	3,339,653	4,660,000	435,000	12,859,653	272,994,353	67.5%
2019	-	-	4,350,000	-	290,000	3,303,950	4,890,000	455,000	13,288,950	286,283,303	70.8%
2020	-	-	4,565,000	-	310,000	3,270,176	5,135,000	480,000	13,760,176	300,043,479	74.2%
2021	-	-	4,790,000	-	-	3,232,569	5,400,000	500,000	13,922,569	313,966,048	77.7%
2022	-	-	5,040,000	-	-	3,219,531	4,860,000	530,000	13,649,531	327,615,579	81.1%
2023	-	-	5,285,000	-	-	3,201,469	5,005,000	555,000	14,046,469	341,662,048	84.5%
2024	-	-	5,545,000	-	-	2,433,499	5,270,000	580,000	13,828,499	355,490,547	87.9%
2025	-	-	5,825,000	-	-	2,385,378	5,535,000	-	13,745,378	369,235,925	91.3%
2026	-	-	3,230,000	-	-	2,344,096	5,805,000	-	11,379,096	380,615,021	94.2%
2027	-	-	3,395,000	-	-	2,298,194	1,775,000	-	7,468,194	388,083,215	96.0%
2028	-	-	3,560,000	-	-	2,257,832	1,850,000	-	7,667,832	395,751,047	97.9%
2029	-	-	-	-	-	2,211,380	1,935,000	-	4,146,380	399,897,427	98.9%
2030	-	-	-	-	-	2,172,718	-	-	2,172,718	402,070,145	99.5%
2031	-	-	-	-	-	2,134,758	-	-	2,134,758	404,204,903	100.0%
<b>Total</b>	<b>\$ 73,000,000</b>	<b>\$ 40,825,000</b>	<b>\$ 82,145,000</b>	<b>\$ 6,475,000</b>	<b>\$ 13,556,000</b>	<b>\$ 84,548,903</b>	<b>\$ 94,360,000</b>	<b>\$ 9,295,000</b>	<b>\$ 404,204,903</b>	<b>\$ 404,204,903</b>	

**Debt History**

There is no record of default on any obligation of the County.

**Short-Term Financing**

The County does not issue short-term obligations for cash flow purposes. The County has in the years 1974 through 2006 issued short-term notes in order to establish a Delinquent Tax Revolving Fund. Notes issued in each of these years have been in a face amount, which has been less than the actual real property tax delinquency. The primary security for these notes is the collection of the delinquent taxes pledged to the payment of principal of and interest on the notes issued. The County has pledged its full faith and credit and limited taxing power to the payment of the principal and interest on notes issued. The County may or may not issue notes to fund the Fund in future years. The amount of notes issued in 2004 through 2007 and their outstanding balance as of June 30, 2007 are as follows:

OUTSTANDING NOTES			
Tax Year	Year Issued	Notes Issued	Amount Outstanding
2003	2004	\$ 18,300,000	\$ -
2004	2005	20,000,000	20,000,000
2005	2006	24,000,000	24,000,000
2006	2007	29,000,000	29,000,000

Source: County of Kent

**Vacation and Sick Leave Liabilities**

As of December 31, 2006, the County had an unfunded vacation liability of \$3,544,779 and no unfunded sick leave liabilities.

# Retirement System

## Plan Description

The Kent County Employees' Retirement Plan (Plan) is a single-employer, defined benefit pension plan, which covers all employees of Kent County, except employees of the Road Commission and Parks Fund. The Plan was established and may be amended by the Kent County Board of Commissioners and is administered by the Kent County Employees' Retirement Plan Board. The Plan provides retirement, disability and death benefits to plan members and their beneficiaries. At December 31, 2006, the date of the most recent actuarial valuation, membership consisted of 1,130 retirees and beneficiaries currently receiving benefits and terminated employees entitled to benefits but not yet receiving them and 1,821 current active employees.

The Plan issues a publicly available financial report that includes financial statements and required supplementary information for the Plan. The financial report may be obtained by contacting the Fiscal Services Department.

## Summary of Significant Accounting Policies

### I. Basis of Accounting

The Plan's financial statements are prepared using the accrual basis of accounting. Plan member contributions are recognized in the period in which the contributions are due. Employer contributions are recognized when due and the employer has made a formal commitment to provide the contributions. Benefits and refunds are recognized when due and payable in accordance with the terms of the Plan.

### II. Method Used to Value Investments

Plan investments are reported at fair value. Short-term investments are reported at cost, which approximates fair value. Securities traded, on a national or international exchange, are valued at the last reported sales price at current exchange rates. Investments that do not have an established market are reported at estimated fair values.

### III. Funding Policy

The contribution requirements of Plan members are established and may be amended through union agreements. After meeting eligibility requirements, active plan members are required to contribute to the Plan based on their bargaining unit or management group contribution rate. Member rates (2006) are either fixed at 6.5% of total salary or variable based on union contracts in place. The variable rate is 6.5% for 2006. The County is required to contribute at actuarially determined rates expressed as a percentage of covered payroll. The employer normal cost for 2006 is 11.67% of covered payroll; however, due to over-funding the computed employer contribution rate is 8.36% of covered payroll.

### IV. Concentrations

At December 31, 2006, the Plan had no investments whose fair value exceeded 5.0% of the net assets of the Plan.

### V. Annual Pension Cost and Net Pension Obligation

The annual required contribution (ARC) for the current year was determined as part of the December 31, 2006 actuarial valuation using the entry age normal cost method. The actuarial assumptions included (a) a rate of return on investments of 7% per year, and (b) projected salary increases of 4% - 9% per year, including inflation of 4%, attributable to seniority or merit. The actuarial value of assets was determined using techniques that smooth the effects of short-term volatility in the market value of investments over a four-year period. The unfunded actuarial accrued liability was amortized as a level percentage of projected payroll on an open basis, with a remaining amortization period of 15 years.



THREE-YEAR TREND INFORMATION		
Year ended December 31,	Annual Pension Cost (APC)	Percentage of APC contributed
2004	4,101,992	100%
2005	6,681,671	100%
2006	7,888,534	100%

The plan has had no net pension obligation.

SCHEDULE OF FUNDING PROGRESS (IN MILLIONS)						
Actuarial Valuation Date	Actuarial value of assets (a)	Actuarial accrued liability (AAL) entry age (b)	Unfunded AAL (b) - (a)	Funded ratio (a)/(b)	Active member covered payroll (c)	Funding excess as a percentage of active member covered payroll ((b-a)/c)
December 31, 2004	\$ 471.8	\$ 442.8	\$ (29.0)	106.5%	\$ 85.0	(34.1%)
December 31, 2005	\$ 493.1	\$ 469.4	\$ (23.7)	105.0%	\$ 87.2	(27.2%)
December 31, 2006*	\$ 542.4	\$ 496.8	\$ (45.6)	109.2%	\$ 90.8	(50.2%)

\* Revised Actuarial Assumptions

Source: Kent County Comprehensive Annual Financial Report

The information presented in the required supplementary schedule was determined as part of the actuarial valuations at the dates indicated. Additional information as of the latest actuarial valuation follows:

Valuation Date:	December 31, 2006
Actuarial Cost Method:	Individual entry age
Amortization Method:	Level percent, open over 15 years
Asset Valuation Method:	Four-year smoothed market
Actuarial Assumptions:	
Investment rate of return <sup>(1)</sup>	7.0%
Projected salary increases <sup>(1)</sup>	4.0% - 9.0%

(1) Includes inflation of 4.0%

### Other Postemployment Benefits

In June 2004, the Governmental Accounting Standards Board ("GASB") issued its Statement 45 - "Accounting and Financial Reporting by Employers for Post Employment Benefits Other than Pensions". Other post employment benefits ("OPEB") include post employment healthcare insurance as well as other forms of post employment benefits (for example, life insurance) when provided separately from a pension plan. GASB Statement 45 ("GASB") establishes standards for the measurement, recognition and display of OPEB expense/ expenditures and related liabilities (assets), note disclosures and, if applicable, required supplementary information in the financial reports of state and local governmental employers.

The County currently provides a post employment healthcare insurance subsidy for the life of the retiree. The monthly subsidy ranges from a low of \$200 to a high of \$350 per month based on the respective employee bargaining unit contract. In order to receive the full benefit, the employee must have attained 25 years of service. The subsidy is prorated if the retiree has less than twenty-five years of service at the time of retirement. Similar to other governmental units, the County has funded its OPEB program on a pay-as-you-go basis, but began funding OPEB on an actuarial basis in its Fiscal Year beginning January 1, 2007.

The County completed its first actuarial valuation of Other Post Employment Benefits as of December 31, 2005. The unfunded actuarial accrued liability attributable to service accrued by plan members as of December 31, 2005 was \$48,808,992. As of December 31, 2005, there were no valuation assets available to offset the liabilities of the plan. The December 31, 2005 actuarial study resulted in the determination of a Fiscal Year 2007 (Year beginning January 1, 2007) employer contribution requirement of \$2,253,843 to a trust in order to meet the Annual Required Contribution and avoid any net OPEB obligation. The required County contribution equates to 3.1% of active employee payroll costs.

**Fiscal Policy - Debt**

**I. POLICY**

1. **Policy:** Kent County shall endeavor to maintain the highest possible credit rating so borrowing costs are minimized and access to credit is preserved.
2. **Financial Planning and Overview:** Kent County shall demonstrate to rating agencies, investment bankers, creditors, and taxpayers that a prescribed financial plan is being followed. As part of this commitment, the Fiscal Services Department will annually prepare an overview of the County’s General Fund financial condition for distribution to rating agencies and other interested parties.
3. **Operational Guidelines – General:** Short-term borrowing to finance operating needs will not be used. Interim financing in anticipation of a definite, fixed source of revenue, such as property taxes; an authorized but unsold bond issue; or an awarded grant, is acceptable. Such tax, bond, or grant application note must mature within three years and may not be rolled over for a period greater than one year.

**II. PRINCIPLES**

1. **Statutory References:** The Kent County Board of Commissioners may establish rules and regulations in reference to managing the interests and business of the County under of Public Act 156 of 1851 [MCLA 46.11(m)].
  - 1.a. **Financing:** Various statutes, including but not limited to Public Act 34 of 2001, (The Revised Municipal Finance Act) [MCLA 141.2101 to 141.2821], as amended, Public Act 327 of 1945 (The Aeronautics Code) [MCLA 259 et seq.], as amended, and Public Act 94 of 1933 (The Revenue Bond Act) [MCLA 141.101-138], as amended, and PA 185 of 1957 [MCLA 123.731-786], as amended, enable the County to issue bonds, notes, and other certificates of indebtedness for specific purposes.
  - 1.b. **Debt Limit: Section 6 of Article 7 of the Michigan Constitution of 1963 states** “No County shall incur any indebtedness which shall increase its total debt beyond 10 percent of its assessed value.”
  - 1.c. **Disclosures:** Effective July 3, 1995, the Securities and Exchange Commission (SEC) enacted amendments to Rule 15c2-12 requiring underwriters of municipal bonds to obtain certain representations from municipal bond issuers regarding disclosure of information after the issuance of bonds. The Rule also contains requirements for immediate disclosure of certain events by borrowers.

2. **County Legislative or Historical References:** Resolution 6-26-97-89, adopted by the Board of Commissioners on June 26, 1997, established rules and guidelines for managing the financial interests of the County. Such a resolution has been adopted annually since 1987.
  - 2.a. **Conflicts:** This document restates, clarifies, expands or alters the rules set forth in the Resolution 6-26-97-89. This Policy and the procedures promulgated under it supersede all previous regulations regarding County debt practices.
3. **Operational Guidelines - General:** Short-term borrowing to finance operating needs will not be used. Interim financing in anticipation of a definite, fixed source of revenue, such as property taxes, an authorized but unsold bond issue, or an awarded grant, is acceptable. Such tax, bond, or grant anticipation notes should not have maturities greater than three years and/or be rolled over for a period greater than one year.
4. **Operational Guidelines - Additional:** The County Administrator/Controller shall evaluate each proposed financing package and its impact on the County's credit worthiness, and report the evaluation to the Finance and Physical Resources Committee.
  - 4.a. **Evaluation Requirements:** As part of the review process, the Finance and Physical Resources Committee shall review all aspects of the project and recommend to the Board of Commissioners the most appropriate structure of the debt. Options available include notes, installment contracts, industrial development bonds, general obligation bonds, limited tax general obligation bonds, and revenue bonds.
5. **Exceptions:** The Board of Commissioners, upon recommendation of the Finance and Physical Resources Committee, may consider requests to waive any requirement or guideline contained in this policy.
6. **Implementation Authority:** Upon adoption of this Statement of Policy and Principles, the Kent County Board of Commissioners authorizes the County Administrator/Controller to establish any standards and procedures which may be necessary for implementation.
7. **Periodic Review:** The County Administrator/Controller shall review this policy at least every two years and make any recommendations for changes to the Finance and Physical Resources Committee.

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# Glossary

## A

**AAAWM:** Area Agency on Aging of West Michigan

**ACSET:** Area Community Services & Employment Training

**Accrual Basis:** The recording of the financial effects on a government of transactions and other events and circumstances that have cash consequences for the government in the periods in which those transactions, events and circumstances occur, rather than only in the periods in which cash is received or paid by the government.

**Aeronautics Fund:** A fund to account for the operation and maintenance of the Kent County Airport. Financing is provided primarily by user charges.

**Agency Fund:** A fund to account for money held by the County in trust for other local units of government and their political subdivisions as well as some receipts that are not initially allocated to individual funds. As required by accounting principles generally accepted in the United States of America (U. S. GAAP), all monies that accrue to the benefit of the County have been allocated to the appropriate funds within the financial statements. Any balance remaining in the Agency Fund is held in trust for other local units of government including any political subdivisions.

**Amortization:** To gradually write-off the cost or value.

**Appropriation:** An authorization by the Board of Commissioners which permits the County to incur obligations and to make expenditures of resources.

**Audit:** A comprehensive review of the financial operations of the County for that calendar year. The purpose of an audit is to express an opinion on the presentation of the financial statements. In addition, the internal controls over the safekeeping of the assets is tested and recommendations are made for improvements. The audit is performed by certified public accountants (CPA).

**Assessed Value:** The value placed on real and other property as a basis for levying taxes.

## B

**Balanced Budget:** A budget in which expenditures will not exceed estimated revenues and/or available reserves.

**BFI:** Breastfeeding Initiative

**Bond:** A written promise to pay a specified sum of money, called the face value or principal, at specified dates, called maturity dates, together with periodic interest at a specified rate. The County incurs bonded debt to pay for the costs of capital improvements.

**Bond Capital Improvement Fund:** A fund to account for construction projects funded by bonds which currently includes various building and land acquisitions within Kent County.

**Budget:** A plan of financial activity for a specified period of time (fiscal year or biennium) indicating all planned revenues and expenses for the budget period; a spending plan that balances revenues and expenditures over a fixed time period - usually a year - and that includes, at least by implication, a work plan.

**Budget Adjustment:** A procedure to revise a budget appropriation either by Board approval through the adoption of a supplemental appropriation resolution or by the Fiscal Services department's authorization to adjust appropriations within a departmental budget.

**Budget Center:** A grouping of departments' budgets that are combined to create a cost center for the reporting of revenues and expenses.

**Budget Message:** A written statement and financial overview of the County presented by the County Administrator.

**Building Authority Construction Fund:** A fund to account for construction projects of the Building Authority. Financing is provided by bonds, a dedicated millage and the general fund.

**Building Authority Debt Service Fund:** A fund to account for the retirement of debt related to projects of the Kent County Building Authority which currently includes the correctional facility, sheriff's administration building, courthouse and senior citizens building. Financing for the correctional

facility is provided by a dedicated tax millage paid by County property owners. Financing for the senior citizens building is through a lease with the Area Agency on Aging.

## C

**CAFR:** Comprehensive Annual Financial Report

**Capital Expenditure:** An outlay for the construction or purchase of a facility that is expected to provide services over a considerable period of time.

**Capital Improvements Program (CIP) Budget:** A detailed list of capital spending appropriations to be made or incurred in accordance with the Capital Improvement Program from funds subject to the control of the Board of Commissioners; a plan for capital outlays to be incurred over the next six years to meet the capital needs of the County. The lists includes each contemplated project or outlay and specifies the resources or funding estimated to be available to finance them.

**Capital Improvement Fund:** A fund created to account for all resources to be used for the construction or acquisition of designated fixed assets by a governmental unit except those financed by special assessment, proprietary, or fiduciary funds.

**Capital Project Funds:** These funds were established to account for construction projects and general public improvements. Financing is provided by bond proceeds, interest income, and transfers from other funds.

**CCAB:** Community Corrections Advisory Board

**CDBG:** Community Development Block Grant

**Child Care Funds:** Funds to account for the care of neglected, abused and delinquent juveniles. Revenues are provided through state reimbursements and General Fund appropriations.

**CIP:** Capital Improvement Program; see Capital Improvements Program Budget.

**CIPRC:** Capital Improvement Program Review Committee

**Community Development Fund:** A fund to account for the improvement, rehabilitation and preservation of public facilities in target areas as well as the issuance and repayment of rehabilitation loans.

Financing is provided by Community Development Block Grants and program income.

**Component Unit Fund:** A legally separate governmental unit for whom Kent County remains financially accountable or the nature of the relationship is such that exclusion from the budget would render the document misleading or incomplete.

**Contingency:** A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

**Correction & Detention Facilities Fund:** A fund to account for the proceeds of a dedicated millage levied to pay for operations and debt service related to the expansion of the correction and detention facilities.

## D

**Debt Service Fund:** A fund used to finance and account for the payment of interest and principal on all general long-term debt.

**Deficit:** The excess of the liabilities of a fund over its assets; the excess of expenditures over revenues during an accounting period or, in the case of proprietary funds, the excess of expenses over revenues during an accounting period.

**Delinquent Tax Revolving Fund:** A fund to account for money advanced by the County to other local taxing units and various county funds to pay for their delinquent taxes. Revenues are generated by the collection of the delinquent taxes.

**Depreciation:** Expiration in the service life of fixed assets, other than wasting assets, attributable to wear and tear, deterioration, action of the physical elements, inadequacy and obsolescence; the portion of the cost of a fixed asset, other than a wasting asset, charged as an expense during a particular period.

**DHS:** Department of Human Services, formerly known as Family Independence Agency (FIA)

**DPW:** Department of Public Works

**Drug Law Enforcement Fund:** A fund to account for the receipt and expenditures of monies generated through application of various drug forfeiture laws.

**DTAN:** Delinquent Tax Anticipation Note

## E

**Encumbrance:** Any commitment of funds against an appropriation. It may be in the form of a purchase order or contract. Encumbrance accounting is formally integrated into the accounting system for expenditure control purposes. Until the goods or services are received and become a liability, the commitment is referred to as an encumbrance.

**Enterprise Fund:** A fund established to account for operations financed and operated in a manner similar to private business enterprises (e.g., water, gas and electric utilities; airports; parking garages, or transit systems). In this case the governing body intends that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; a fund established because the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriated for capital maintenance, public policy, management control, accountability, or other purposes.

**Expenditure:** A decrease in net financial resources; the payment of cash on the transfer of property or services for the purpose of acquiring an asset, service, or settling a loss. The expenditure categories include Personnel, Commodities, Contractual Services, Capital Outlay, Other, CIP and Transfers Out.

**ERS:** Electronic Reporting System

## F

**FEMA:** Federal Emergency Management Agency

**Fiduciary Fund:** The trust and agency funds used to account for assets held by a government unit in a trustee capacity or as an agent for individuals, private organizations, other government units and/or other funds.

**FIA:** Family Independence Agency - currently Department of Human Services (DHS)

**Fire Prevention Fund:** A fund to account for the acquisition of fire trucks for participating local units of government. Financing is provided by participating units and General Fund appropriations.

**Fiscal Year:** A twelve month period to which the Operating Budget applies and at the end of which the County determines its financial position and

results of operation. Kent County's fiscal year is the calendar year.

**Fixed Asset:** Long-lived tangible asset obtained or controlled as a result of past transactions, events, or circumstances. Fixed assets include buildings, equipment, improvements other than buildings and land.

**FOC:** Friend of the Court

**Friend of the Court Fund:** A fund to account for revenues and expenditures of the Friend of the Court office required in the 1982 Public Acts 294, 295, 296, 297, and 298.

**FTE:** Full-time Equivalent position. A full or part-time position converted to a decimal equivalent of a full-time position based on 2,080 hours per year (40 hours per week).

**Fund:** A fiscal entity with revenues and expenses which are segregated for the purpose of carrying out a specific purpose or activity.

**Fund Balance:** The excess of the assets of a fund over its liabilities, reserves and carryover.

**Fund Financial Statements:** A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The County, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the County can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

## G

**GAAP:** Generally Accepted Accounting Principals. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principals.

**GASB:** Governmental Accounting Standards Board. The authoritative accounting and financial reporting entity that also interprets the financial transactions of governments.

**General Fixed Assets Group:** A self-balancing group of accounts established to account for fixed assets of a government not accounted for through specific proprietary funds or trust funds.

**General Fund:** The fund used to account for all financial resources, except those required to be accounted for in another fund.

**GFIA:** Gerald R. Ford International Airport

**GFOA:** Government Finance Officers Association

**GIS:** Geographic Information System

**Government-wide Financial Statements:** The government-wide financial statements are designed to provide readers with a broad overview of the County's finances, in a manner similar to a private-sector business. They distinguish functions of the County that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the County include general government, public safety, health and welfare, cultural and recreational, and judicial. The business-type activities of the County include the Gerald R. Ford International Airport and the Delinquent Tax Revolving Fund. In addition, they include not only the County itself (known as primary government), but also legally separate entities such as the Department of Human Services, Department of Public Works, Road Commission, Drainage Districts, and Mental Health Authority, for which the County is financially accountable. Financial information for these component units is reported separately from the financial information presented for the primary government itself.

**Governmental Funds:** Funds used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, government fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the year. Such information may be useful in evaluating a government's near-term financing requirements.

**Grants:** A contribution by a government or other organization to support a particular function. Grants may be classified as either operational or capital, depending on the grantee.

## H

**Headlee Amendment:** A 1978 Amendment to the Michigan State Constitution limiting property tax rate increases without voter approval. Headlee requires that tax rates be "rolled back" if the increase in a taxing unit's equalized valuation (excluding changes from new construction, improvements and losses) is greater than the rate of inflation. Headlee also requires the State to appropriate necessary funds to local units for any new state-required services and prohibits the State from reducing the State share of existing required services.

**Health Fund:** A fund to account for special revenue set aside for the purpose of providing health protection for the citizens of Kent County. Revenues are provided through state and federal grants and General Fund appropriations.

**HMO:** Health Maintenance Organization

**Housing Commission Fund:** A fund to account for the development of viable urban and rural communities by providing decent housing, a suitable living environment, and expanding economic opportunities principally for persons of low and moderate income. Funding is provided by the federal government, the state, and the Community Development Block Grant (CDBG).

**HUD:** Housing and Urban Development

## I

**Indirect Cost:** A cost necessary for the functioning of the organization as a whole, but which cannot be directly assigned to one service.

**Interfund Transfers:** The movement of monies between funds of the same governmental entity.

**Intergovernmental Revenue:** Funds received from federal, state, and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

**Internal Service Fund:** A fund used to account for the financing of goods and services provided by one department or agency to other departments or agencies for a government, or to other governments, on a cost-reimbursement basis.

**ISS:** Infant Support Services



**IT:** Information Technology

## J

**JABG:** Juvenile Accountability Block Grant

**JBZG:** John Ball Zoological Garden

**JNET:** Justice Network

## L

**Lodging Excise Tax Fund:** A fund to account for expenditures incurred in promoting Kent County and maintaining, acquiring or constructing its public convention and entertainment facilities. Revenues are provided by the excise tax on transient room rentals.

**Long-term Debt:** Debt with a maturity of more than one year after the date of issue.

**LTGO:** Long-Term General Obligation

## M

**MCIR:** Michigan Childhood Immunization Registry

**MCL:** Michigan Compiled Law

**MCLA:** Michigan Compiled Law Annotated

**MIHP:** The Maternal Infant Health Program provides nursing, nutrition, and social work intervention to Medicaid eligible pregnant women, infants and children considered at risk. Program services are home based and include: comprehensive psycho social and nutritional assessment; care coordination; professional intervention by a multi-disciplinary team; transportation arrangement; and referrals to community services. These families are also eligible to receive childbirth education and/or parenting education classes.

**Mill:** The property tax rate which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of assessed property value.

**Mental Health Fund:** A fund to account for special revenue set aside for the purpose of providing mental health services to the citizens of Kent County. Revenues are provided through state and federal

grants, charges for services and General Fund appropriations. A separate authority was created in April of 2003 and all assets were transferred to this independent agency.

**Modified Accrual Basis:** The accrual basis of accounting adapted to the governmental fund-type measurement focus. Under it, revenues and other financial resource increments (e.g., bond issue proceeds) are recognized when they become susceptible to accrual, that is when they become both "measurable" and "available to finance expenditures of the current period." "Available" means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Generally, expenditures are recognized when the fund liability is incurred. All governmental funds, expendable trust funds and agency funds are accounted for using the modified accrual basis of accounting.

**Moratorium:** A waiting period set by an authority or a suspension of activity as in the case of the County's moratorium on adding new positions that require a General Fund appropriation.

**MSS:** Maternal Support Services

**MSU:** Michigan State University

## N

**NFP:** The Nurse Family Partnership is a home-visiting national program to address infant mortality.

**NPDES:** National Pollutant Discharge Elimination System

## O

**Obligations:** Amounts which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

**OBRC:** Operating Budget Review Committee

**Operating Revenue:** Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

**Operating Expenses:** The cost for personnel,

materials and equipment required for a department to function.

## P

**PA:** Public Act

**Parks Fund:** A fund to account for the operation, maintenance, and capital acquisition/improvement at the County parks and golf-course system. In 2006 and beyond, the Parks operation and maintenance will be accounted for in the General Fund.

**PBX:** Private Branch Exchange

**Performance Measure:** Data collected to determine how effective or efficient a program is in achieving its objectives.

**Performance Measurement Review Team:** A six-member team made up of individuals from the Administrator's Office, the Budget Department and at least one other County department. The purpose of the team is to meet with departments to review their Performance Measurement program, brainstorm ideas and improvements, and make recommendations to the Finance and Physical Resources Committee. Widely known in Kent County as PMRT.

**Personnel Services:** Expenditures for salaries, wages, and fringe benefits of a government's employees.

**PPO:** Preferred Provider Organization

**PRC:** Personnel Review Committee

**Program:** A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the governmental unit is responsible.

**Proprietary Fund:** Sometimes referred to as income determination or commercial-type funds, the classification used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector (i.e., enterprise and internal service funds). All assets, liabilities, equities, revenues, expenses and transfers relating to the government's business and quasi-business activities are accounted for through proprietary funds. The GAAP used are generally those applicable to similar businesses in the private sector and the measurement focus is on determination of net income, financial position and changes in financial position. However, where the GASB has issued pronouncements applicable to

those entities and activities, they should be guided by these pronouncements.

**Public Works Fund:** A fund to account for the operation and maintenance of the Kent County Public Works. Financing is provided primarily by charges for services.

## R

**Register of Deeds Automation Fund:** A fund to account for the levying of a fee that is specifically earmarked for upgrading technology in the Register of Deeds office. State statute requires that until December 31, 2006, the Register of Deeds shall deposit \$5 for each document recorded into the automation fund, which must be a separate fund and subject to a Board appropriation.

**Remonumentation Program:** This program is responsible for determining the location of, and reestablishing markers on, the government corners located within the County.

**Reserve:** An account used either to set aside budgeted revenues that are not required for expenditure in the current budget year or to earmark revenues for a specific future purpose.

**Reserved Fund Balance:** Those portions of fund balance that are not appropriable for expenditure or that are legally segregated for a specific future use.

**Resolution:** A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

**Resources:** Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

**Revenue:** Sources of income financing the operations of government.

**Revenue Sharing Reserve Fund:** A fund created in accordance with Public Act 357 of 2004 to serve as a substitute for State revenue sharing payments to counties. Revenues are to be provided by a set-aside of certain local general property taxes levied in 2004 through 2006 inclusive.

**Risk Management and Benefits Fund:** A fund to account for claims related to public liability, workers' compensation, dental benefits and other County insurance programs. The County is self-insured

and finances its insurance payments by billing other funds for their respective share.

## S

**S & P:** Standard & Poor's

**SCAO:** State Court Administrator's Office

**SEV:** State Equalized Value

**Self-insurance:** A term used to describe the retention by an entity of a risk of loss arising out of the ownership of property or from some other cause, instead of transferring that risk to an independent third party through the purchase of an insurance policy. It is sometimes accompanied by the setting aside of assets to fund any related losses. Because no insurance is involved, the term self-insurance is a misnomer.

**Senior Millage Fund:** A fund to account for the proceeds of a dedicated millage levied to plan, coordinate, and provide services to persons 60 years of age or older.

**Social Welfare Fund:** A fund to account for the administration of various human service programs. County statute requires that the County Treasurer serve as the custodian of all funds provided for the use of the Family Independence Agency (FIA). In this case, the County simply serves as a pass-through with respect to state and federal funds for FIA operations, maintaining the funds and records as required by the State. The County also appropriates, at its discretion, funding to maintain and administer various welfare services within the County, including hospitalization, community-based organization funding and client support programs.

**Special Project Funds:** A fund to account for the expenditures and revenues of the various activities financed primarily by restricted grants, funded by the state and federal government. Project lengths vary from one year to annually renewable.

**Special Revenue Fund:** A fund used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditure for specified purposes. GAAP only requires the use of special revenue funds when legally mandated.

**SHSG:** State Homeland Security Grant

**STV:** State Taxable Value

## T

**Taxes:** Compulsory charges levied by a government for the purpose of financing the services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments.

**TB:** Tuberculosis

**Title IV-D Grant:** Funding provided to the Friend of the Court, by the Michigan Family Independence Agency, to operate a Cooperative Reimbursement Program designed to establish paternity as well as to secure and enforce support orders.

**Transfers:** Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

**Trust and Agency Fund:** A special fund, administered by the County as trustee, consisting of resources to be expended or invested under the terms and conditions of the trust.

## U

**Unreserved Fund Balance:** The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

**USDA:** United States Department of Agriculture

**Use of Fund Balance:** This is the use of fund equity that is available for appropriation to balance the budget.

## V

**VA:** Veteran's Association

**Veterans' Trust Fund:** A fund to account for state grants received for the purpose of financially assisting qualified veterans.

## W

**WIC:** Women, Infants and Children



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