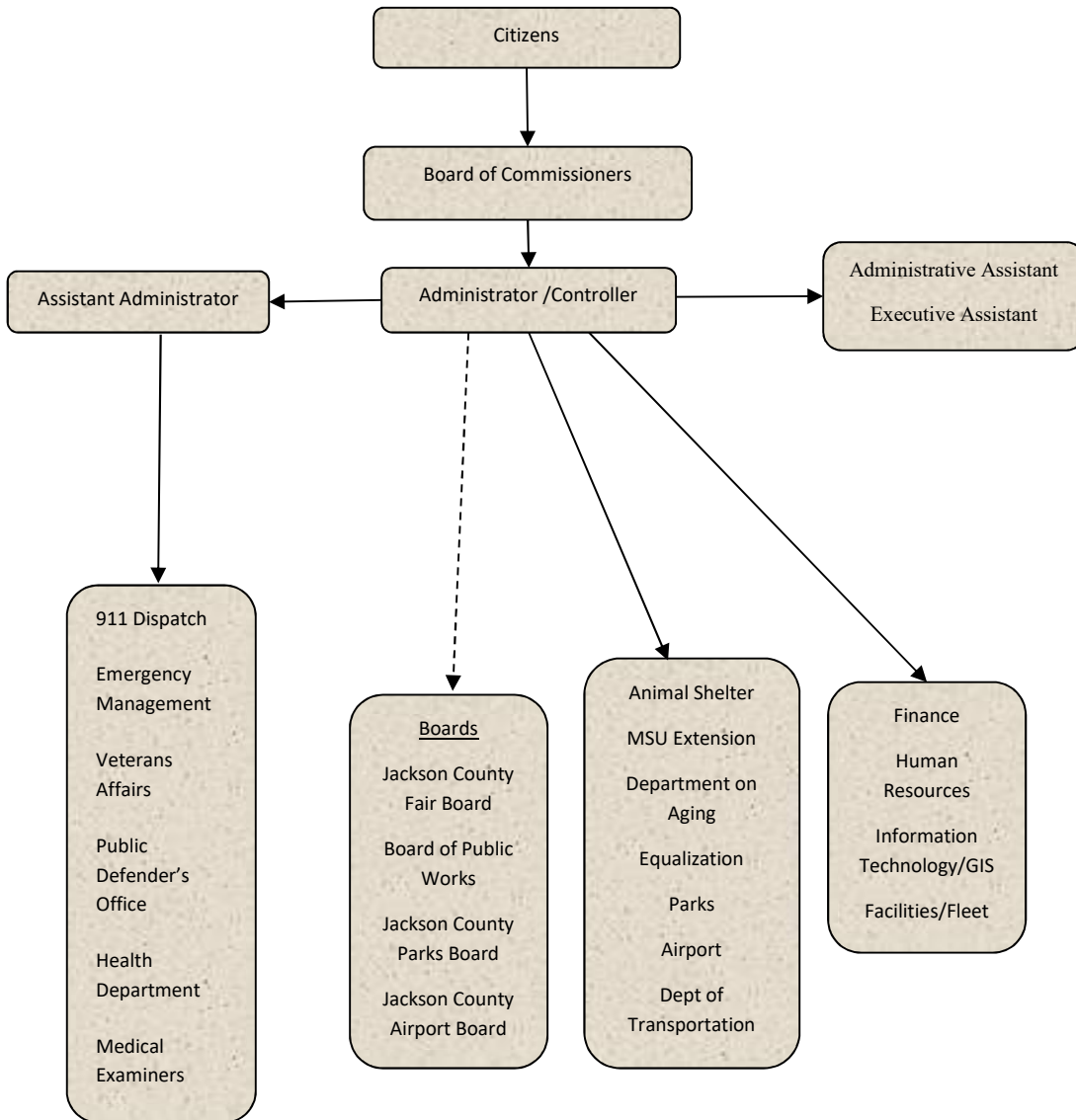


Administrator/Controller



Activities

- Implements policies of the Board of Commissioners
- Prepares the annual county budget
- Responsible for negotiating labor contracts and other human resource functions
- Monitors county finances
- Oversees the management of all county facilities
- Serves as financial advisor to the Board of Commissioners
- Provides assistance to the board on policy matters
- Supervise appointed managers
- Represents the Board of Commissioners at meetings with local governmental and state officials



Mission Statement

The Administrator/Controller's office provides service to the Board of County Commissioners through coordination of the individual departments in fulfilling efficient delivery of County services.

Strategic Plan Impact

- ✓ Safe Community
- ✓ Economic Development
- ✓ Healthy Community
- ✓ Recreational & Cultural Opportunities
- ✓ Improved Work Environment
- ✓ Intergovernmental Cooperation
- ✓ Education

The county administrator/controller's office is responsible for promulgating the Board of Commissioner's strategic plan. The administrator's office chair's the Strategic Implementation Team (SIT) which coordinates the efforts of all county efforts towards achieving the strategic objective. Furthermore, the administrator's office creates and facilitates the process for making budgetary decisions based on the Board of Commissioners strategic objectives.

Accomplishments

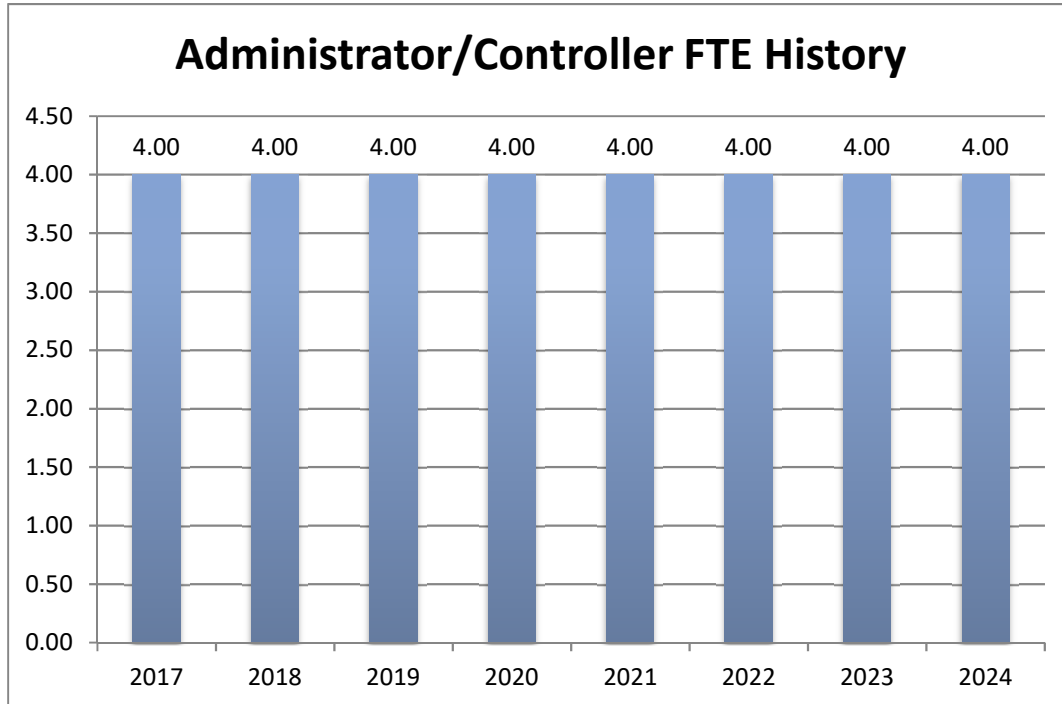
- ✓ Continued partnership with CoPro+ collaborative procurement program, to continue fiscally responsible purchasing.
- ✓ Successful sale of some excess county owned parcels, putting these parcels back onto the tax rolls.
- ✓ Oversight of extensive animal shelter renovation and addition (into 2023 as well).
- ✓ Conservative budgeting continues to serve us well. The five-year financial plan continues to help us manage the financially turbulent economic times, especially throughout the pandemic. The Board will adopt a 2024 budget and a draft 2025 budget.
- ✓ Continued utilization of grant funds to provide expanded services to the residents, to continue offering a high level of services, and fiscally responsible programs. Example – Parks (DNR grants), Airport, and JCDOT (local bridge grants,).
- ✓ Successful update to Jackson County Hazard Mitigation plan.

Administrator/Controller

- ✓ Continued work on Energy Grade audit to evaluate potential energy savings for County.
- ✓ Successful transition to improved defined contribution retirement for staff.
- ✓ Continued forward movement of the Public Defender's Office to serve Jackson County Courts, for compliance of Michigan Indigent Defense Commission mandates.
- ✓ Innovative processes at the Jackson County Department of Transportation to not only improve, but reduce the cost of road repairs and the replacement of roads.

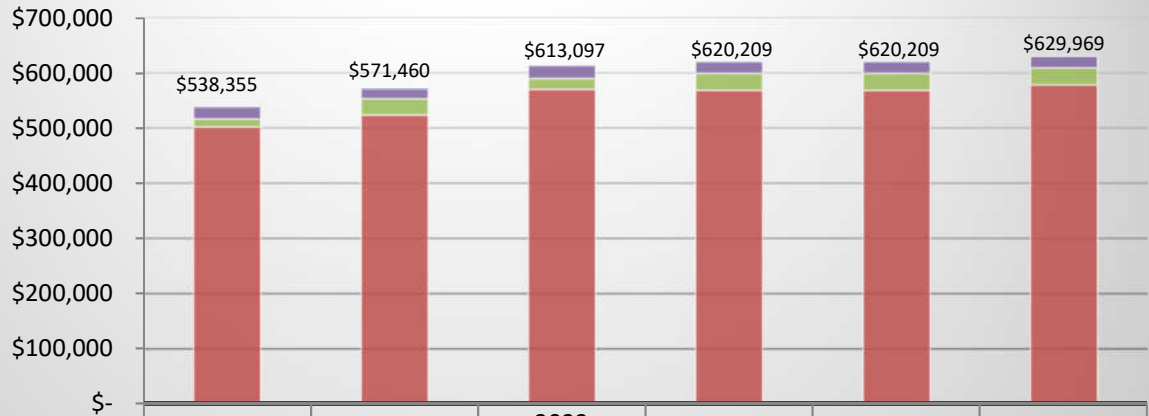
Budget Adjustments

No significant budget adjustments have been recommended in the 2024 budget.



Administrator/Controller

Administrator/Controller Expenditures



	2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDGET	2024 DEPT REQUESTED	2024 BUDGET	Draft 2025 BUDGET
CONTRACTUAL/PROF	\$105	\$75	\$-	\$-	\$-	\$-
OTHER	\$21,469	\$18,193	\$23,044	\$21,044	\$21,044	\$21,044
SUPPLIES & MATERIALS	\$14,865	\$29,726	\$20,230	\$30,980	\$30,980	\$30,980
PERSONNEL SERVICES	\$501,916	\$523,466	\$569,823	\$568,185	\$568,185	\$577,945
TOTAL PROGRAM COSTS	\$538,355	\$571,460	\$613,097	\$620,209	\$620,209	\$629,969

Administrator/Controller

Strategic Outcomes							
Indicator	2011 Actual	2013 Actual	2015 Actual	2017 Actual	2019 Actual	2022 Actual	2024 Actual
Percent of citizens rating the overall quality of life in Jackson County as excellent or good.	55%	51%	49%	51%	49%	52%	
Percent of citizens rating Jackson County as a place to live excellent or good.	60%	59%	59%	54%	56%	57%	
Percent of citizens rating the value of services for the taxes paid as excellent or good.	28%	33%	36%	31%	28%	25%	
Percent of citizens rating the overall impression of Jackson County Employees excellent or good based on their most recent experience.	73%	50%	55%	55%	51%	57%	
Percent of citizens rating the level of coordination between Jackson County and other units of government excellent or good.	35%	24%	25%	32%	24%		

Other Key Indicators							
Indicator	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Target
Board Meetings	24	25	24	25	24	25	25
Resolutions	47	50	58	50	43	50	
Policies Reviewed	6	10	16	10	10	0	12



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