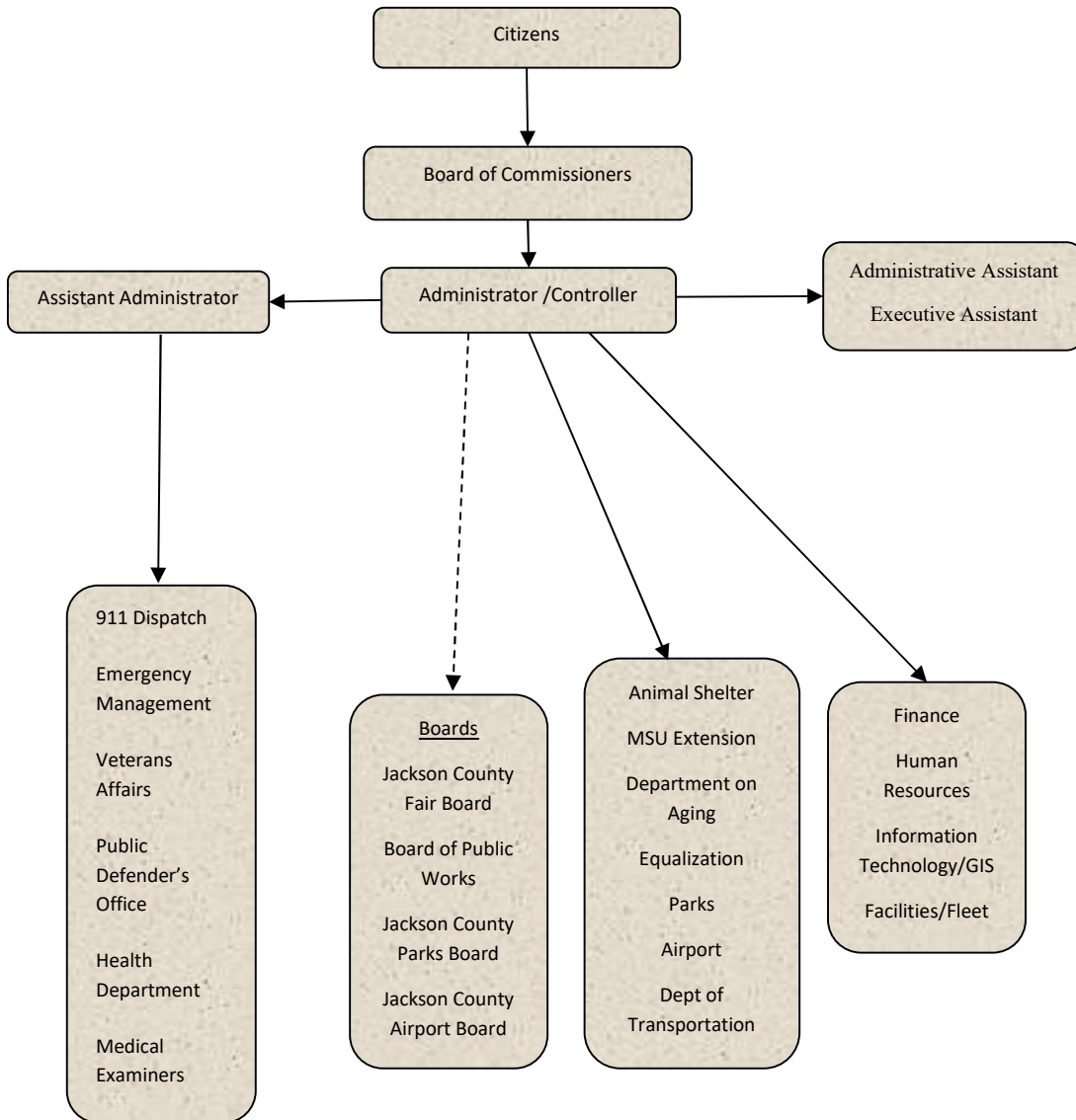


Administrator/Controller



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

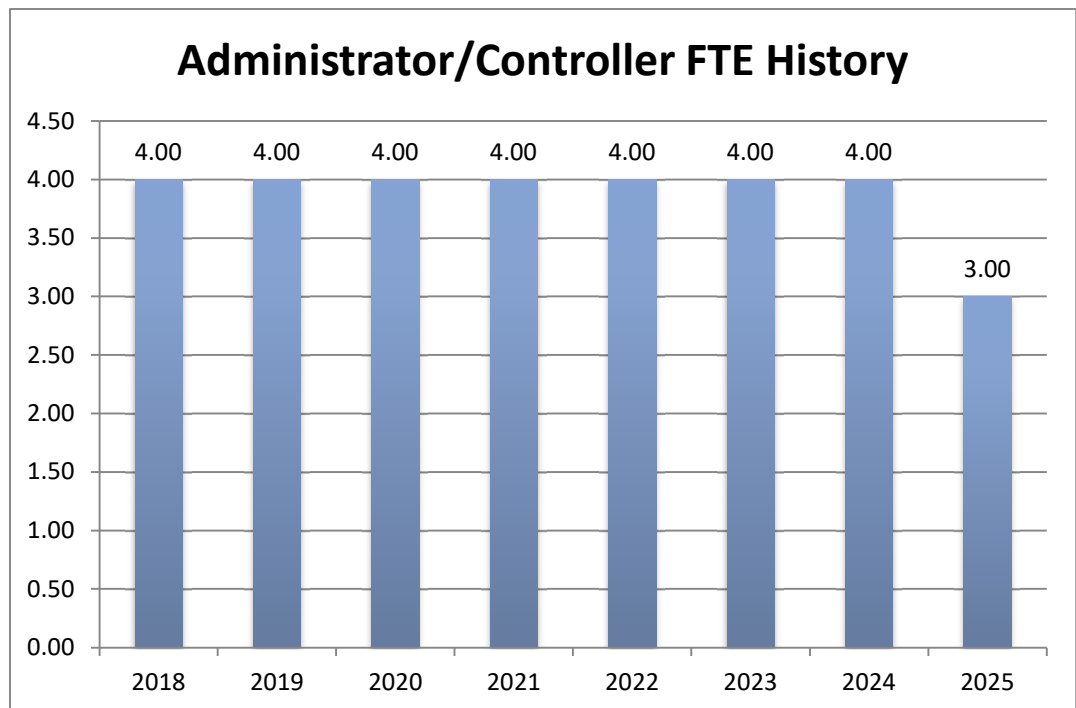
- ✓ Continued partnership with CoPro+ collaborative procurement program, to continue fiscally responsible purchasing.
- ✓ Planning and consulting stages of Veregy energy project.
- ✓ Completion of renovations at animal shelter.
- ✓ Conservative budgeting continues to serve us well. The five-year financial plan continues to help us manage the financially turbulent economic times. The Board will adopt a 2025 budget and a draft 2026 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,).
- ✓ Utilization of ARPA funds to improve customer and employee experience in many county buildings, including the Airport, Human Service Building and the County Tower Building.

Administrator/Controller

- ✓ Planning and initial stages of utilization of Opioid Settlement funds, with approval of the Board of Commissioners, to provide prevention and education services to Jackson County, and improve access to narcan.
- ✓ Continued forward movement, and compliance of MIDC standards, within the Public Defender’s Office to serve Jackson County Courts and indigent criminal defendants.
- ✓ 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 2025 budget.



Administrator/Controller

Administrator/Controller Expenditures



	2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDGET	2025 DEPT REQUESTED	2025 BUDGET	Draft 2026 BUDGET
CONTRACTUAL/PROF	\$75	\$60	\$-	\$-	\$-	\$-
OTHER	\$18,193	\$17,488	\$21,044	\$21,044	\$21,044	\$21,044
SUPPLIES & MATERIALS	\$29,726	\$31,696	\$30,980	\$40,950	\$40,950	\$39,980
PERSONNEL SERVICES	\$523,466	\$521,248	\$568,185	\$557,910	\$509,500	\$525,623
TOTAL PROGRAM COSTS	\$571,460	\$570,492	\$620,209	\$619,904	\$571,494	\$586,647

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	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Target
Board Meetings	25	24	25	24	25	25	25
Resolutions	50	58	50	43	50	42	
Policies Reviewed	10	16	10	10	0	7	



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