

St. Joseph County Council
Additional Appropriation Notification
May 10, 2026

Additional Appropriation - Requested & Approved	(\$16,880.68)
Fund Name	General Fund
Fund Number	1000
Account Number and Name	See attached
Public Hearing Date	May 26, 2026
Public Hearing Time	6:00 PM EST
Public Hearing Location	St. Joseph County Council
	St. Joseph County Building
	4th Floor - County Council Chambers
	227 W. Jefferson Boulevard
	South Bend, IN 46601
County Council & Commissioners Signatures	See ordinance
	
St. Joseph County Auditor	
May 10, 2026	
Date	
jmurphy@sjcindiana.gov	
Email Address	
574-298-0348	
Telephone Number	

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Saint Joseph County, Indiana
Form D - Appropriation/(Budget Reduction)

Department Name - Domestic Relations
Fund Names - General Fund
County Officials Training Fund
DRCB Fees Fund

Reviews:

Department

Auditor

Auditor

Auditor

Committee Approval
(optional)

Katharine Williams 5/1/2026

Signature Date

John Murphy

5/1/2026

Signature Date

Kathryn Bishop

5/1/2026

Signature Date

Abby Doyle

5/1/2026

Signature Date

Signature Date

Fund.Acct.Obj.Loc	Account Name	Amount
General Fund		
	Prorated cost savings in 2026	
1000.11009.00000.0054	Director	17,684.00
1000.11077.00000.0054	Administrative Assistant	(44,129.23)
1000.11375.00000.0054	Family Court Specialist	13,504.62
1000.14800.00000.0054	FICA Taxes	(990.27)
1000.14810.00000.0054	PERF	(1,449.80)
1000.21030.00000.0054	Office Supplies	(1,500.00)
Total General Fund		(16,880.68)
County Officials Training Fund		
1217.32020.00000.0054	Travel & Mileage	(882.00)
1217.32050.00000.0054	Conferences & Training	(7,578.00)
Total County Officials Training Fund		(8,460.00)
DRCB Fees Fund		
4900.21030.00000.0054	Office Supplies	1,500.00
4900.42010.00000.0054	Building & Structures	6,000.00
Total DRCB Fees Fund		7,500.00
Grand Total		(17,840.68)
(Budget Savings)		

See attached Budget Summary for proposed changes to the budget.

Salary Amendment		Annual Salaries	
Position Name	Director	Position Name	Family Court Specialist I - Evaluator
Current Salary	\$65,816.00	Current Salary	\$50,185.00
Proposed Salary	\$63,500.00	Proposed Salary	\$62,500.00
	(Retroactive to first pay date of 2026)		(Effective 6/13/26 - Revised position - New Duties & Education)
Position Name	Administrative Assistant	Position Name	Family Court Specialist II - Case Manager
Current Salary	\$44,720.00	Current Salary	\$50,185.00
Proposed Salary	\$46,000.00	Proposed Salary	\$52,500.00
	(Effective 6/13/26 - Additional Duties)		(Effective 6/13/26 - Revised position)
Position Name	Administrative Assistant	Position Name	Family Court Specialist II - Case Manager
Current Salary	\$44,720.00	Current Salary	\$50,185.00
Proposed Salary	\$0.00	Proposed Salary	\$52,500.00
	(Vacant - Position Eliminated)		(Effective 6/13/26 - Revised position)
Position Name	Family Court Specialist I - Evaluator		
Current Salary	\$50,185.00		
Proposed Salary	\$62,500.00		
	(Effective 6/13/26 - Revised position - New Duties & Education)		

Justification

Domestic Relations has a new department head and leader who wishes to reorganize the office while reducing net costs to St. Joseph County by \$17,840.68 in 2026. The attached Budget Summary provides additional information on the financial impact of the reorganization. The Circuit Court Judge, Honorable John Broden, is in full support of this proposed reorganization.

Domestic Relations Budget Summary

April 30, 2026

		2026		2026		2026		2026		Notes
		Budget		Proposed Changes		Budget		Proposed Changes		
Name	Account No.									
Fund 1000 General Fund										
Director	1000.11009.00000.0054	\$	65,816.00	\$	17,684.00	\$	83,500.00		Proposed salary is more comparable to other department heads and comparable positions in the area, effective 1/2/26 pay check	
Administrative Assistant	1000.11077.00000.0054		44,720.00		590.77		45,310.77		\$46,000 proposed salary, additional duties, prorata effective 6/13/26	
Administrative Assistant	1000.11077.00000.0054		44,720.00		(44,720.00)		-		Vacant position can be eliminated, duties transferred to current Administrative Assistant	
Family Court Specialist	1000.11376.00000.0054		50,185.00		5,683.85		55,868.85		FCSI - Evaluator - Master's Level, proposed \$62,500 salary, prorata effective 6/13/26	
Family Court Specialist	1000.11376.00000.0054		50,185.00		5,683.85		55,868.85		FCSI - Evaluator - Master's Level, proposed \$62,500 salary, prorata effective 6/13/26	
Family Court Specialist	1000.11376.00000.0054		50,185.00		1,068.46		51,253.46		FCSI II - Case Manager - Bachelor's Level - proposed \$52,500 salary, prorata effective 6/13/26	
Family Court Specialist	1000.11376.00000.0054		50,185.00		1,068.46		51,253.46		FCSI II - Case Manager - Bachelor's Level - proposed \$52,500 salary, prorata effective 6/13/26	
FICA Taxes (7.65% of salaries)	1000.14800.00000.0054		27,235.00		(990.27)		26,244.73		\$343,055.39 salaries x 7.65% = \$26,234.78	
PERF (11.2% of salaries)	1000.14810.00000.0054		39,872.00		(1,449.80)		38,422.20		\$343,055.39 salaries x 11.2% = \$38,422.20	
Health Insurance (\$18,500 x 7)	1000.14840.00000.0054		129,500.00		-		129,500.00		With elimination of one position, savings of \$18,500 will be realized in the 2027 budget.	
Subtotal - Salaries & Fringe Benefits			552,603.00		(15,380.68)		537,222.32			
Office Supplies	1000.21030.00000.0054		2,462.10		(1,500.00)		962.10		Will budget \$1,500 in office supplies in Fund 4900.	
Fuel Allocation	1000.23243.00000.0054		145.00		-		145.00		Allocation is set for 2026	
Fleet Allocation	1000.33243.00000.0054		2,730.00		-		2,730.00		Allocation is set for 2026	
Liability Insurance Allocation	1000.34030.00000.0054		17,616.00		-		17,616.00		Allocation is set for 2026	
Operating Lease Copiers	1000.37400.00000.0054		500.00		-		500.00			
Total Expenditures			576,056.10		(16,880.68)		559,175.42			
Fund 1217 - County Officials Training Fund										
Travel & Mileage	1217.32020.00000.0054		1,632.00		(882.00)		750.00		Reduce training costs by focusing more on local and remote training rather than in-person training	
Conferences & Training	1217.32060.00000.0054		10,578.00		(7,578.00)		3,000.00		Reduce training costs by focusing more on local and remote training rather than in-person training	
Total Expenditures			12,210.00		(8,460.00)		3,750.00			
Cash Balance in Fund - \$221,973.79										
Fund 4900 - DRC8 Fees										
Office Supplies	4900.21030.00000.0054		1,764.46		1,500.00		3,264.46		Increased office supplies budget to offset reduction in Fund 1000	
Other Contractual Services	4900.31070.00000.0054		3,740.00		-		3,740.00			
Travel & Mileage	4900.32020.00000.0054		500.00		-		500.00			
Conferences & Training	4900.32060.00000.0054		1,460.00		-		1,460.00			
Information Technology	4900.39750.00000.0054		500.00		-		500.00			
Building & Structures	4900.42010.00000.0054		-		6,000.00		6,000.00		Improve entrance door for improved security (key fob system)	
Office Equipment	4900.44250.00000.0054		1,000.00		-		1,000.00			
Furniture & Fixtures	4900.44510.00000.0054		2,800.00		-		2,800.00			
Total Expenditures			11,764.46		7,500.00		19,264.46			
Cash Balance in Fund - \$38,349.96										
Fund 4901 - Alternate Dispute Resolution										
Other Contractual Services	4901.31070.00000.0054		20,800.00		-		20,800.00		Used for guardian ad litem (GAL), mediation and other professional services costs.	
Total Expenditures			20,800.00		-		20,800.00			
Cash Balance in Fund - \$83,588.20										
Grand Total			\$ 620,830.56		\$ (17,840.68)		\$ 602,989.88			

BILL NO. 33-26

ORDINANCE NO. _____

AN ORDINANCE AMENDING ORDINANCE 58-25,
THE SAME BEING AN ORDINANCE ESTABLISHING SALARIES
AND FIXING THE NUMBERS OF EMPLOYEES OF
ST. JOSEPH COUNTY FOR THE YEAR 2026
(Dept. 0054 Domestic Relations)

NOW, THEREFORE, BE IT ORDAINED BY THE ST. JOSEPH COUNTY COUNCIL THAT:

Section 1. Ordinance 58-25 is hereby amended as follows:

FUND: 1000 General Fund

DEPT: 0054 Domestic Relations

CURRENT:

1000-11009-00000-0054	Director	\$65,816.00
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TO READ:

1000-11009-00000-0054	Director	\$83,500.00
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(*Retroactive to 1st pay date 2026)

CURRENT:

1000-11077-00000-0054	Administrative Assistant	\$44,720.00
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TO READ:

1000-11077-00000-0054	Administrative Assistant	\$46,000.00
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(*Effective date 6/13/26)

CURRENT:

1000-11077-00000-0054	Administrative Assistant	\$44,720.00
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TO READ:

1000-11077-00000-0054	Administrative Assistant	\$0.00
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(*Position eliminated)

CURRENT:

1000-11375-00000-0054	Family Court Specialist I – Evaluator	\$50,185.00
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TO READ:

1000-11375-00000-0054	Family Court Specialist I – Evaluator	\$62,500.00
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(*Effective 6/13/26 new duties/education)

CURRENT:

1000-11375-00000-0054	Family Court Specialist I – Evaluator	\$50,185.00
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TO READ:

1000-11375-00000-0054	Family Court Specialist I – Evaluator	\$62,500.00
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(*Effective 6/13/26 new duties/education)

CURRENT:

1000-11375-00000-0054	Family Court Specialist II – Case Manager	\$50,185.00
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TO READ:

1000-11375-00000-0054	Family Court Specialist II – Evaluator	\$52,500.00
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(*Effective 6/13/26 revised position)

CURRENT:

1000-11375-00000-0054	Family Court Specialist II – Case Manager	\$50,185.00
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TO READ:

1000-11375-00000-0054	Family Court Specialist II – Evaluator	\$52,500.00
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(*Effective 6/13/26 revised position)

Section 2. This Ordinance shall be effective after passage and approved as required by law

Member, St. Joseph County Council