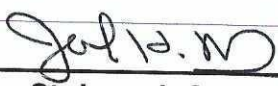


St. Joseph County Council
Additional Appropriation Notification
May 10, 2026

Additional Appropriation - Requested & Approved	(\$8,460.00)
Fund Name	County Officials Training Fund
Fund Number	1217
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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GA
HST

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

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

Committee Approval
(optional)

Signature Date

Fund, Acct, Obj, Loc	Account Name	Amount
General Fund		
	<u>Prorated cost savings in 2026</u>	
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	\$93,500.00	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	\$48,000.00	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

Name	Account No.	2026 Budget	2026 Proposed Changes	2026 Proposed Budget	Notes
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 1/2/28 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	1000.11375.00000.0054	50,185.00	5,683.85	55,868.85	FCS I - Evaluator - Master's Level, proposed \$62,500 salary, prorata effective 6/13/26
Family Court Specialist	1000.11375.00000.0054	50,185.00	5,683.85	55,868.85	FCS I - Evaluator - Master's Level, proposed \$62,500 salary, prorata effective 6/13/26
Family Court Specialist	1000.11375.00000.0054	50,185.00	1,068.46	51,253.46	FCS II - Case Manager - Bachelor's Level - proposed \$52,500 salary, prorata effective 6/13/26
Family Court Specialist	1000.11375.00000.0054	50,185.00	1,068.46	51,253.46	FCS 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	(890.27)	26,344.73	\$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)	1000.14800.00000.0054	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	1000.21000.00000.0054	2,462.10	(1,500.00)	962.10	Will budget \$1,500 in office supplies in Fund 4900.
Fuel Allocation	1000.32343.00000.0054	145.00	-	145.00	Allocation is set for 2026
Fleet Allocation	1000.32343.00000.0054	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	(15,880.68)	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	1217.32050.00000.0054	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 - DRCS Fees					
Office Supplies	4900.21000.00000.0054	1,784.46	1,500.00	3,284.46	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	4900.32050.00000.0054	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	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		11,784.46	7,500.00	19,284.46	
Cash Balance in Fund - \$38,349.86					
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 - \$83,598.20					
Grand Total		\$ 620,830.56	\$ (17,840.68)	\$ 602,989.88	