

Board of Commissioners Committee Referral Guidelines

Grants (including related intergovernmental/interlocal agreements, amendments)

- Grant applications up to \$249,999: *Receive and File at Liaison Committees and Finance*
- Grant applications \$250,000-\$999,999: *Liaison Committee → BOC, Receive and File @ Finance*
- Grant applications \$1,000,000 and above: *Liaison Committee to Finance → BOC*
- Grant acceptance/amendments up to \$1,000,000: *Liaison Committee → BOC*
- Grant acceptance/amendments above \$1,000,000: *Liaison Committee → Finance → BOC*

Personnel/HR

- Limited staffing changes paid for by departmental funds, special revenue funds, proprietary revenue or non- departmental funds: *Liaison Committee → BOC*
- Major staffing changes and reorganizations, requiring multi-departmental funds, and/or a significant general fund budget amendment: *Finance Committee → BOC*
- Merit system and employment policy matters: *LAGO → BOC*
- Collective bargaining agreements: *LAGO → Finance → BOC*

Tri-Party/Local Road Improvement Project Resolutions

- Economic Growth/Infrastructure → BOC*

All Law Enforcement Services Contracts/Agreements, Authorize Annual Auction

- Public Safety and Social Justice → BOC*

Gift/Donations of \$10,000-250,000 of fiscal implications

- Liaison Committee → BOC*

Gift/Donations of \$250,000 and above

- Finance Committee → BOC*

Changes to the county fleet

- Liaison Committee*

Brownfields/TIFs

Brownfield issues w/fiscal impact: *initiate in EGI → Report from Finance → BOC*

Brownfield w/o fiscal impact: *EGI → BOC*

Tax Increment Financing Projects: *Review by TIF Review Committee, Initiate at Finance, Report by Economic Growth/Infrastructure*

Fiscal Matters

Information Technology Transfers: *Economic Growth/Infrastructure → BOC*

Board Special Projects up to \$50,000: *LAGO → BOC*

Board Projects in excess of \$50,000: *Finance → BOC* (Liaison committee at the discretion of Chairperson of BOC)

Authorize debt:

Proprietary funding not pledging county full faith and credit of county: *Liaison → BOC*

All pledge of full faith and credit of county: *Liaison → Finance → BOC*

Issues related to proprietary funds only: *Discretion of Chairman of BOC*

Items with significant fiscal impact, related to the expenditure or assignment of Fund Balance (other than BOC Special Projects), committing the county to long term fiscal expenditures and/or impacting county revenues: *Liaison Committee → Finance Committee → BOC*

Intergovernmental/Interlocal Agreements (unless otherwise provided for)

Fiscal impact of \$250,000 or less: *Liaison Committee → BOC*

Fiscal impact in excess of \$250,000: *Liaison Committee → Finance Committee → BOC*

Taxation

Drain and Lake Level Assessments: *Economic Growth/Infrastructure → BOC*

Equalization county/local millage issues: *Finance → BOC*

General County/Multi-departmental Policy Changes

Finance → BOC

Committee Referral Guidelines are meant to be utilized as a standard guideline for determining appropriate committee referrals for business initiated in the Board's standing committees that may be under the jurisdiction of multiple committees. They are subject to interpretation by staff and the Chairperson of the Board. The Chairperson of the Board reserves the right to make the final determination on the referral of any individual resolution based on his or her judgment and the subject matter under consideration.