

MACOMB COUNTY, MICHIGAN

GENERAL FUND

PROBATE COURT-WILLS & ESTATES

JUDICIAL

101

14801

2

DEPARTMENT PURPOSE:

To provide jurisdiction over the administration of estates for both the deceased and mentally ill.

DEPARTMENT FUNCTIONS:

The Probate Court-Wills & Estates Division serves in many capacities of estates and the mentally disabled, including the following functions:

- administration of estates of all deceased persons; administration of all trusts;
- appointment of guardians and conservators for minors and legally incapacitated persons;
- name changes; certain condemnation proceedings;
- commitment proceedings for mentally ill persons; guardianships for developmentally disabled persons;
- has the responsibility to seek reimbursement from said defendants for fees expended on their behalf.

This Court also has jurisdiction for the issuance of secret marriage licenses.

DEPARTMENT POSITION CLASSIFICATIONS	2007 RANGE		AMENDED	2008
			2007 BUDGET	BUDGET
Probate Court Judge		\$139,919 (1)	1	1
Probate Court Administrator/Register	73,280	91,600	1	1
Chief Attorney/Deputy Probate Register - Wills & Estates Division	65,377	81,722	1	1
Attorney/Deputy Probate Register	63,450	79,313	2	2
Guardianship Supervisor	49,245	61,556	1	1
Court Reporter		58,277	1	1
Guardianship Investigator	38,614	57,329	1	1
Court Analyst	44,279	55,348	2	2
Administrative Secretary	39,138	48,922	1	1
Judicial Secretary	39,138	48,922	1	1
Chief Deputy Register	39,127	48,909	1	1
Data Maintenance Supervisor	36,146	45,183	1	1
Assistant Chief Deputy Register	33,194	41,493	1	1
First Deputy Register	31,773	39,716	1	1
Paralegal	30,935	38,669	1	1
Second Deputy Register	30,137	37,671	1	1
Mediation Clerk IV	30,836	36,277	1	1
Data Maintenance Clerk	30,104	35,417	3	3
Court Officer/Conveyor/Process Server	29,741	34,989	1	1
Account Clerk III	30,549	34,913	1	1
Cashier	30,549	34,913	1	1
Typist Clerk I/II	26,316	31,094	6	6
Typist Clerk I/II (PT)	11.54	15.28 /hr	0.5	0.5
TOTAL			31.5	31.5

(1) The Probate Judge receives an annual salary of \$139,919., which is 85% of the Supreme Court Justice Salary, as authorized by the Board of Commissioners. The County receives as revenue \$94,195. state pay and \$45,724. standardization payment.

MACOMB COUNTY, MICHIGAN

2008 BUDGET SUMMARY

FUND 101 - GENERAL FUND
 ORG 14801 - PROBATE COURT-WILLS & ESTATES DIVISION

ACCOUNT NAME	FUND 101 2006 ACTUAL	2007 CURRENT BUDGET	ACTUAL YTD 12/29/07	2008 BUDGET ADOPTED
TOTAL PERSONNEL EXPENSES	2,343,240	2,569,259	2,330,372	2,369,250
UNIFORMS	0	150	0	150
TRANSCRIPTS	0	100	513	100
NON-SALARY COMPENSATION	0	250	513	250
DATA PROCESSING SUPPLIES	0	666	506	0
OFFICE SUPPLIES	6,467	6,800	6,632	6,700
MICRO-FILM SUPPLIES	145	750	492	750
BOOKS & PUBLICATIONS	16,274	11,250	11,245	6,300
POSTAGE & DELIVERY	13,891	14,300	11,736	13,300
UNIFORMS-PURCHASED	0	250	0	250
OUTSIDE COURT REPORTERS	4,134	6,700	4,386	3,200
EXPERT WITNESS FEES	5,050	7,500	300	2,500
DEFENSE ATTORNEY	87,367	104,000	80,970	86,000
VISITING JUDGES	15,779	25,000	4,636	10,000
MI-BAR DUES REIMBURSEMENT	1,575	3,195	1,575	3,195
UNIFORM CLEANING ALLOW	30	166	22	450
MEMBERSHIP DUES	560	810	740	610
CERTIFICATION EXPENSE	0	90	90	30
LOCAL TRAVEL	9,384	9,020	7,918	8,020
TRAVEL EXPENSE	562	400	116	650
CONFERENCE & SEMINAR EXP	1,676	0	0	0
PRINTING & REPRODUCTION	5,541	13,684	4,132	8,400
EQUIPMENT REPAIR & MAINT	8,032	9,034	8,821	8,750
REFUNDS	0	750	0	750
MISCELLANEOUS	0	40	0	0
CS-PSYCHIATRIC	0	8,000	5,175	0
CS-INTERPETING EXPENSE	0	280	0	280
TOTAL OPERATING EXPENSES	176,467	222,685	149,492	160,135
INSURANCE	13,557	16,206	16,205	21,501
TELEPHONE	23,197	21,738	21,738	27,046
EQUIPMENT RENTAL	2,710	2,711	2,485	2,711
MIS-COMPUTER MAINTENANCE	3,091	2,912	2,912	2,451
MIS-DATA CENTER SERVICES	38,674	36,499	36,498	37,706
TOTAL INTERNAL SVCS COSTS	81,229	80,066	79,837	91,415
TOTAL ORGANIZATION	2,600,937	2,872,260	2,560,213	2,621,050

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<u>ACCOUNT NAME</u>	<u>FUND 101 2006 ACTUAL</u>	<u>2007 CURRENT BUDGET</u>	<u>ACTUAL YTD 12/29/07</u>	<u>2008 BUDGET ADOPTED</u>
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PERFORMANCE MEASUREMENTS

<u>CRITERIA</u>	<u>2005 ACTUAL</u>	<u>2006 ACTUAL</u>	<u>2007 PROJECTED</u>	<u>2008 PROJECTED</u>
CASE LOAD	9,236	9,291	9,800	10,000
TOTAL COLLECTIONS	\$1,167,186	\$1,079,073	\$1,100,000	\$1,200,000