



Otsego County Board of Commissioners

225 West Main Street • Gaylord, Michigan 49735
989-731-7520 • Fax 989-731-7529

NOTICE OF MEETING

The Otsego County Board of Commissioners will hold a regular meeting on Tuesday, June 23, 2020 beginning at 9:30 a.m., at the Alpine Center at 800 Livingston Blvd, Multipurpose Room, Gaylord, Michigan 49735.

AGENDA

Call to Order

Invocation

Pledge of Allegiance

Roll Call

Consent Agenda

A. Regular Minutes of June 9, 2020, with attachments- Motion to Approve

B. OCR 20-14 NEMCOG/NMCCAB Community Corrections Grant Application for FY2021

Department Head Reports

A. Otsego County Animal Control - Melissa FitzGerald, Director

Committee Reports

A. Budget and Finance Committee

1. Building Permit Fees Consolidation

2. 911 Memorandum of Understanding

3. Budget Amendment- Aircraft Monument Protective Barrier Material

4. Budget Amendment- Completion of Courthouse Windows and Paint Punch List

5. Budget Amendment- Courts COVID-19 Equipment

6. Safety Barriers for Work Spaces

7. Budget Amendment- Year End Transfer for Library Financial Statements,
Revenue Timing

Administrator's Report

City Liaison, Township & Village Representatives

Special Presentations

Correspondence

A. May 2020 Financial Reports

New Business

A. Financials

1. June 16, 2020 Warrant

2. June 23, 2020 Warrant

B. Other Business

Public Comment

Board Remarks, Announcements, and Informal Discussions

Closed Session

Adjournment

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

| | |
|---|---|
| AGENDA ITEM: Regular Minutes of June 9, 2020 | AGENDA DATE: June 23, 2020 |
| AGENDA PLACEMENT: Consent Agenda, Item A. | ACTION REQUESTED: Motion to Approve |
| STAFF CONTACT(S): Rachel Frisch, County Administrator | ATTORNEY REVIEW: No |

BACKGROUND/DISCUSSION:

The County Board places its minutes of the former meeting on the current Consent Agenda. If there is a correction needed, the minutes will be removed from the Consent Agenda for discussion at a later time during the meeting.

RECOMMENDATION:

Staff requests approval of the Regular Minutes of June 9, 2020.

June 9, 2020

The regular meeting of the Otsego County Board of Commissioners was held remotely by Zoom in compliance with Governor Whitmer's Executive Order 2020-75. The meeting was called to order at 9:30 a.m. by Chairman Ken Borton. Invocation by Commissioner Ken Glasser, followed by the Pledge of Allegiance led by Sheriff Matt Nowicki.

Roll Call:

Present: Julie Powers, Henry Mason, Paul Liss, Duane Switalski, Rob Pallarito, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown.

Consent Agenda:

Motion by Commissioner Rob Pallarito, seconded by Commissioner Duane Switalski, to approve the Regular minutes of May 26, 2020 with attachments. Ayes: Unanimous. Motion carried.

Motion by Commissioner Rob Pallarito, seconded by Commissioner Duane Switalski, to approve OCR-20-13 Discharge of Mortgage Jeannette K. Jones.

Roll Call Vote:

Ayes: Julie Powers, Henry Mason, Paul Liss, Duane Switalski, Rob Pallarito, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown.

Nays: None. Motion carried. (see attached)

Motion by Commissioner Rob Pallarito, seconded by Commissioner Duane Switalski, to approve the re-appointment of Steven Rollins to the Otsego County Veterans Affairs Board with the term expiring 12-31-2024. Ayes: Unanimous. Motion carried.

Special Presentations:

Christine Gebhard from North Country Community Mental Health reported on the 2019 annual report; established children's crisis mobile response team; received a 75,000 housing grant to support transitional housing; offers a variety of activities for the May is mental health month; have been providing services by telehealth during COVID pandemic; in office and in person services beginning June 15, 2020.

Lisa McComb reported on the Economic Alliance, thanked the County for contribution and the businesses and private companies; programs in 2019, Accelerate Otsego had 9 small business participants; Initiatives launched were 4:45 Club-held monthly, entrepreneurial networking; Opportunity Zone lunch and learn to be held in 2020; childcare initiative to be launched in 2020.

Department Head Report:

Richard Treusch, Assistant PA, reported on the Prosecutor's office; the prosecutor's office did not have to prosecute anyone violating the Governor's orders during COVID-19; operated on limited capacity, others working remotely; attended court hearings by Zoom; worked on

backlog of cases back to 2012, closed approximately 10,000 cases; going forward pretrial conference and victim interview doing by phone rather than in person.

Committee Reports: None.

Administrator's Report:

Rachel Frisch reported the Airport continuing to host the firefighters; terminal section of the wall taken down, carpet installed; Reported on the City Council meeting, the City Committee has proposed an ordinance to allow chickens in the City it will be presented at the 6-22-20 City meeting; Animal adoptions occurring again, suspended during COVID; DDA district is painting 57 street lights black; electric charging stations starting to go in; household hazardous day held was a success; Land Use Service department was able to meet the needs of the citizens during COVID; Firehouse sub plans have been approved; Library open to curbside service; task force created for water levels in Otsego County held a meeting, Chris Churches created a question and answer for the water levels that is still in the draft period; Downtown trail head, DNR dollars were frozen, starting to release them waiting to move forward with the project; Groen Nature trees at the front entrance, Johannesburg Fire Department contracted to water the trees.

City Liaison, Township & Village Representative: Michelle Noirot reported on the Bagley Township meeting; Pine 45 development update; Dixon Lake representative asked for a no wake ordinance.

Correspondence: None.

New Business:

Motion by Commissioner Bruce Brown, seconded by Commissioner Henry Mason, to approve the June 2, 2020 Warrant in the amount of \$99,156.36. Ayes: Unanimous. Motion carried.

Motion by Commissioner Doug Johnson, seconded by Commissioner Rob Pallarito, to approve the June 9, 2020 Warrant in the amount of \$179,881.57. Ayes: Unanimous. Motion carried.

Chairman Ken Borton opened up the meeting for public comment.

Board Remarks:

Commissioner Rob Pallarito thanked Matt Nowicki and the sheriff's department; Army artillery increasing May 27th through August.

Commissioner Ken Glasser thanked Sheriff's departments and all police departments; attended the Bagley Township meeting, met the 3 candidates running for Township trustee; reported on NEMSCA; Attended Hayes Township meeting, approved the budget and no wake ordinance; attended a library meeting by Zoom.

Commissioner Bruce Brown had no report.

Commissioner Paul Liss had no report.

Commissioner Julie Powers had no report.

Commissioner Duane Switalski attended the Charlton Township meeting, fireworks still scheduled for 7-4-20 with a rain date 7-5-20; thanked Land Use Services for continued services; Johannesburg-Lewiston school district millage proposal on the ballot for the August 4, 2020 election.

Commissioner Henry Mason had no report.

Commissioner Doug Johnson reported on the Parks and Recreation, Tom Pratt hired as the new director; Park open 6-10-20; boat launch has been fixed; fireworks scheduled 7-3-20; gym floor being replaced, finished up end of next week; purchase a new utility trailer at the Groen Nature; work camp crew cleaned out at the Groen Nature Preserve, did a great job.

Commissioner Ken Borton reported the MAC Conference has been cancelled.

Meeting adjourned at 11:35 a.m.

Kenneth C. Borton, Chairman

Susan I. DeFeyter, Otsego County Clerk

The undersigned, being the duly qualified and acting Clerk of the County of Otsego, hereby certifies that the foregoing is a true and complete copy of a resolution duly adopted by the Otsego County Board of Commissioners at its regular meeting held on the 9th day of June, 2020, at which meeting a quorum was present and remained throughout and that an original thereof is on file in the records of the County. I further certify that the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, and of such meeting were kept and will be or have been made available as required thereby.

Susan I. DeFeyter, County Clerk

DATED: _____, 2020



June 23, 2020 Agenda

Agenda Questions

Questions concerning anything on the Board of Commissioners agenda can be directed in advance by calling Rachel Frisch at 989-731-7520 or via email at rfrisch@otsegocountymi.gov, or during the Board meeting.

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

| | |
|--|---|
| AGENDA ITEM: OCR 20-14 NEMCOG/NEMCCAB Community Corrections Grant Application for FY2021 | AGENDA DATE: June 23, 2020 |
| AGENDA PLACEMENT: Consent Agenda, Item 2. | ACTION REQUESTED: Motion to Approve |
| STAFF CONTACT(S): Rachel Frisch, County Administrator | ATTORNEY REVIEW: No |

BACKGROUND/DISCUSSION:

The Northeast Michigan Council of Governments (NEMCOG) serves as the Northeast Michigan Community Corrections Advisory Board's (NEMCCAB) fiscal agent and manager. In order to fund continuation of the Board's Community Corrections programs a grant application has been submitted for \$321,373. As a member of the organization, Otsego County must adopt the resolution giving approval of the grant application as part of the grant process.

RECOMMENDATION:

Staff requests Board adoption of the proposed resolution OCR

Minutes of a regular meeting of the Otsego County Board of Commissioners, held in the Multipurpose Room at the Alpine Center, 800 Livingston Blvd, Gaylord, Michigan on the 23rd, day of June, 2020 beginning at 9:30a.m.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by Commissioner: _____.

OCR 20-14
Approval of FY2021 Community Corrections Grant Application
Of the
Northeast Michigan Council of Governments
OTSEGO COUNTY BOARD OF COMMISSIONERS
June 23, 2020

WHEREAS, the Northeast Michigan Council of Governments (NEMCOG) serves as the Fiscal Agent and Program Manager for the Northeast Michigan Community Corrections Advisory Board (NEMCCAB), and

WHEREAS, Otsego County is a member of the NEMCCAB and strongly desires to continue to participate with Community Correction’s Programs and Services, and

WHEREAS, NEMCOG has worked with the OCC to develop a Community Corrections FY2021 Grant Application for the NEMCCAB, and

WHEREAS, the FY2021 Community Corrections Grant Application has been prepared by NEMCOG in the amount of \$321,373 for Community Correction’s Programs and Services in the counties of: Alcona, Alpena, Cheboygan, Crawford and Otsego, and

WHEREAS, the Northeast Michigan Community Corrections Advisory Board has approved this Grant Application, and recommends its approval by the member counties,

THEREFORE BE IT RESOLVED, that Otsego County hereby approves the Northeast Michigan Community Corrections Advisory Board’s FY2021 Grant Application, prepared by NEMCOG for Community Corrections funding in the annual amount of \$321,373 for Programs and Services.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

YES: _____

NO: _____

ABSTAIN: _____

THE RESOLUTION WAS DECLARED ADOPTED.

Kenneth C. Borton, Chairman

Susan I. DeFeyter, County Clerk

STATE OF MICHIGAN)
§
COUNTY OF OTSEGO)

The undersigned, being the duly qualified and acting Clerk of the County of Otsego, hereby certifies that the foregoing is a true and complete copy of a resolution duly adopted by the Otsego County Board of Commissioners at its regular meeting held on the 23rd day of June, 2020, at which meeting a quorum was present and remained throughout and that an original thereof is on file in the records of the County. I further certify that the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, and of such meeting were kept and will be or have been made available as required thereby.

Susan I. DeFeyter, County Clerk

DATED: _____, 2020



Department Presentation
June 23, 2020
Otsego County Animal Control/Shelter
Missy Fitzgerald, Director



Michigan Department of Agriculture and Rural Development
 Animal Industry Division
 P.O. Box 30017, Lansing, MI 48909
www.michigan.gov/animalshelters
 Email animalshelters@michigan.gov

Animal Shelter Annual Report

In accordance with Act 287, PA 1969 as amended

| Animal Shelter Information | | | |
|---|--------------------------|--|---|
| Full Legal Name of the Animal Shelter Otsego County Animal Control/Shelter | | Shelter Operated By (organization name) County of Otsego | |
| Name of Shelter Manager Melissa FitzGerald | Zip Code 49735 | County Otsego | Email mfitzgerald@otsegoountymi.gov |
| Act 287, Section 9(a) requires that animal shelters maintain written records on the total number of dogs, cats, ferrets and other animals received by the shelter and provide certain annual statistics to the Michigan Department of Agriculture and Rural Development (MDARD) by March 31st, of the year following the year for which the statistics were compiled. | | | |

| Year Reporting Statistics For 2019 (4 digit) | | Main Companion Animals | | | Other Companion Animals | | | | Total Other |
|---|--|--------------------------|--------------------------|-------------------------------------|-------------------------|----------|----------|----------|-------------|
| Type of Companion Animals ¹ | | Dogs | Cats | Ferrets | Rabbits | | | | |
| Check box if shelter did NOT intake last year | | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | | | | | |
| Shelter Intakes | Less than six (6) months of age | 41 | 164 | | | | | | |
| | Six (6) months of age & older | 330 | 197 | | | | | | |
| | Total Intake | 371 | 361 | 0 | 4 | | | | 4 |
| Shelter Adoptions ² | Altered (before adoption) | 128 | 312 | | | | | | |
| | Not Altered (before adoption) | 0 | 0 | | | | | | |
| | Total Adopted To New Owners | 128 | 312 | 0 | 1 | | | | 1 |
| Other Disposition | Total Returned to Owner | 228 | 41 | | 3 | | | | |
| | Total Sold ² for Research | 0 | 0 | | | | | | |
| | Total Transferred³ To Shelters | 14 | 2 | | 0 | 0 | 0 | 0 | 0 |
| Euthanasia | Shelter Animals Euthanized | 1 | 6 | | | | | | |
| | Owner Request Euthanization ⁴ | 0 | 0 | | | | | | |
| | Total Euthanized | 1 | 6 | 0 | 0 | 0 | 0 | 0 | 0 |

Shelter Euthanasia Policy. Please select ONLY one, regarding your shelter:

This shelter does NOT provide euthanasia services to the public.

This shelter provides euthanasia services to the public, and the owner requested euthanized animals ARE included in our intake totals.

This shelter provides euthanasia services to the public, and the owner requested euthanized animals are NOT included in our intake totals.

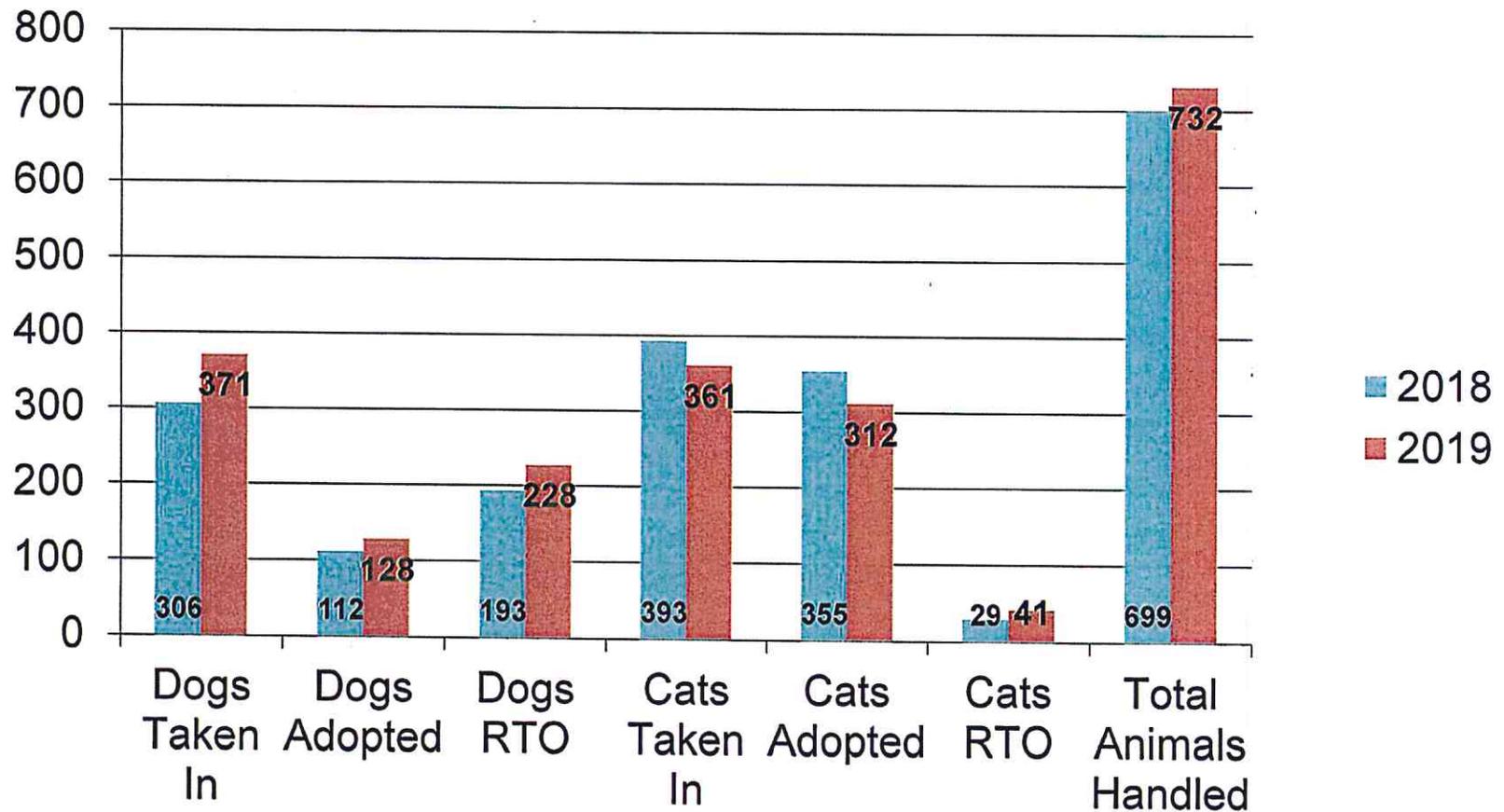
Optional Comments

| | | |
|---|--|---|
| Submitter's Name and Title Melissa FitzGerald, Director | Submitter's Phone (989) 705-7632 | Submitter's Email mfitzgerald@otsegoountymi.gov |
|---|--|---|

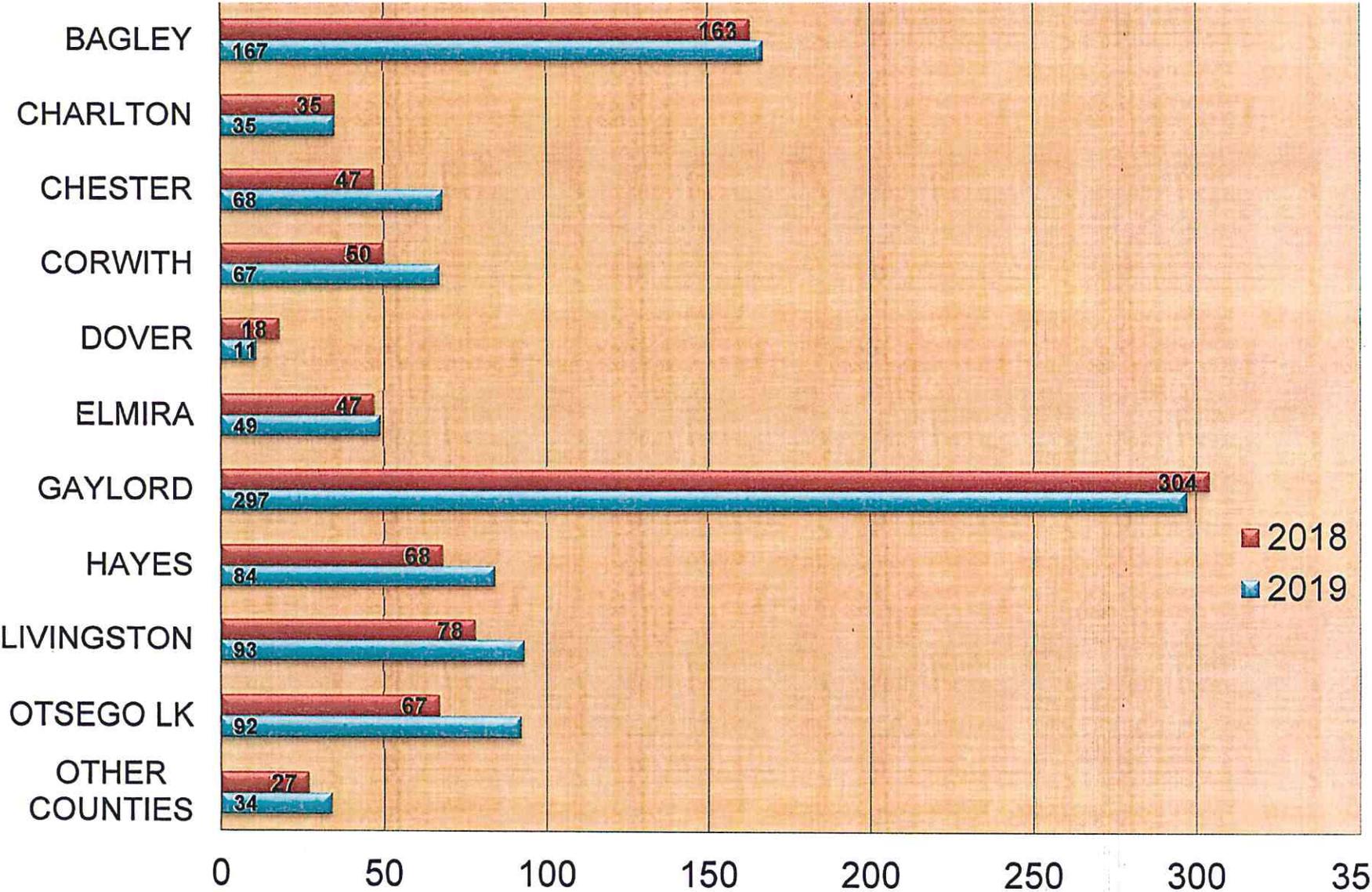
¹ Per MCL 287.331(d), report LIVE "animals"; specifically rodents, mammals except livestock as defined in Act 284 of 1937.
² Per MCL 287.339a, only LIVE animals that are sold get reported in this category. Do NOT include dead animals, carcasses that are sold for research, or road kill.
³ Per MCL 287.338a(7), shelter animals may ONLY be transferred to other REGISTERED SHELTERS, law enforcement agencies, and certain service organizations. All other transactions are ADOPTIONS.
⁴ Per MCL 287.339a shelters must report the number of animals by category they euthanize each year. If you are separately reporting shelter and "owner requested" animals, then you MUST indicate below whether the number of "owner requested" euthanized animals are also included in your intake numbers.

ANIMAL SHELTER

DOGS AND CATS

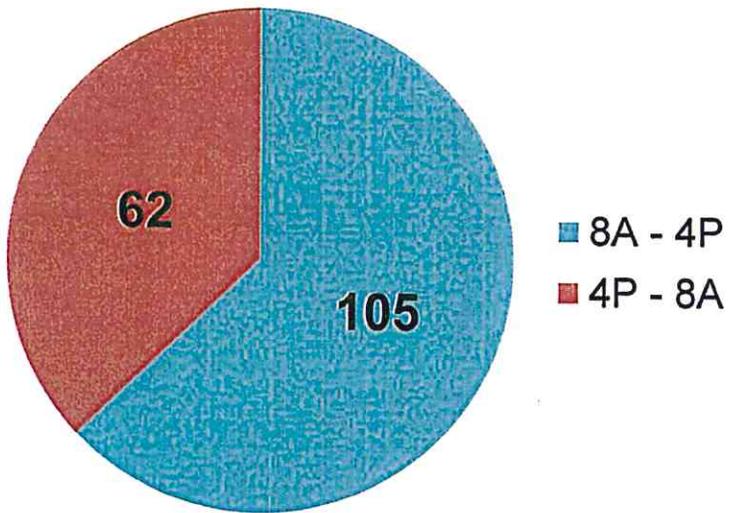


ANIMAL CONTROL COMPLAINTS By Township

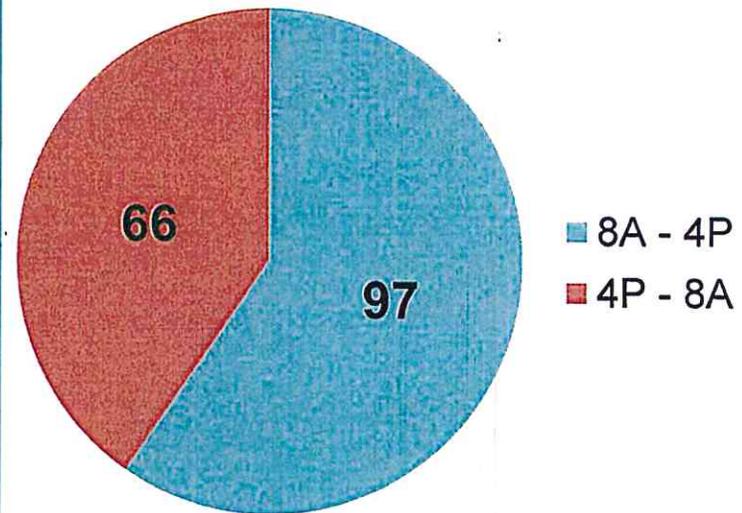


BAGLEY TOWNSHIP

2019 COMPLAINT
TOTALS = 167

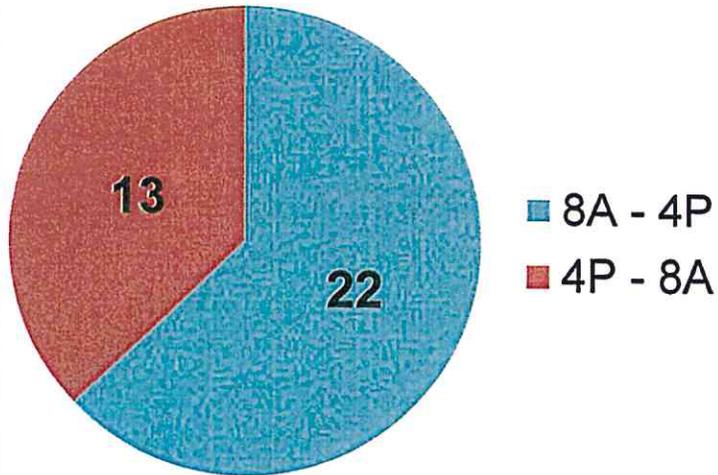


2018 COMPLAINT
TOTALS = 163

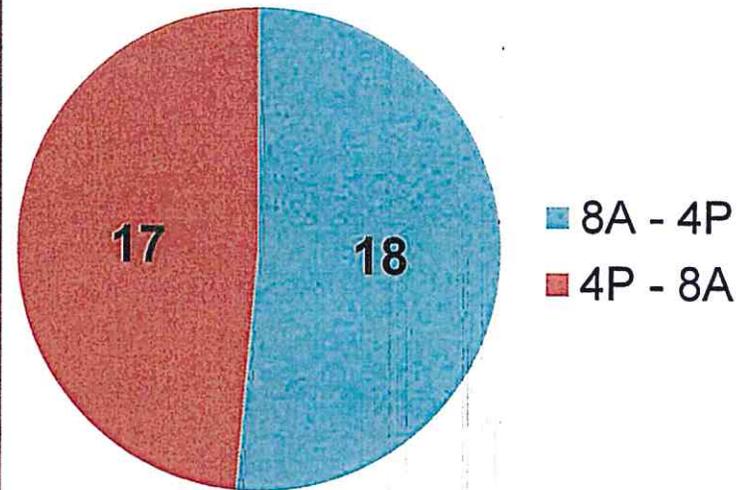


CHARLTON TOWNSHIP

**2019 COMPLAINT
TOTALS = 35**

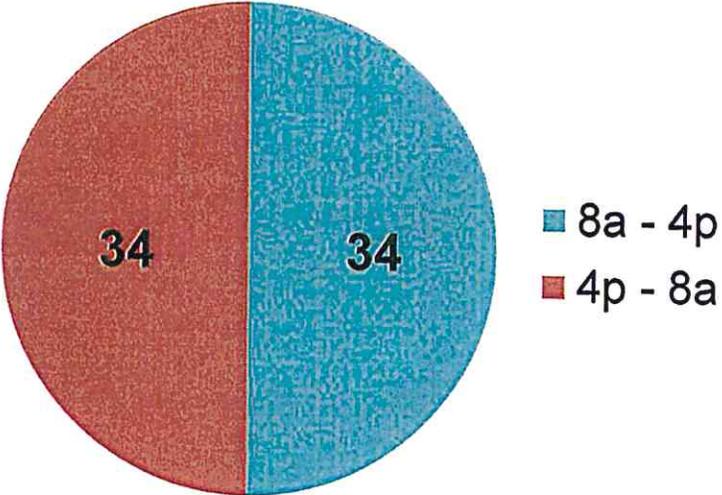


**2018 COMPLAINT
TOTALS = 35**

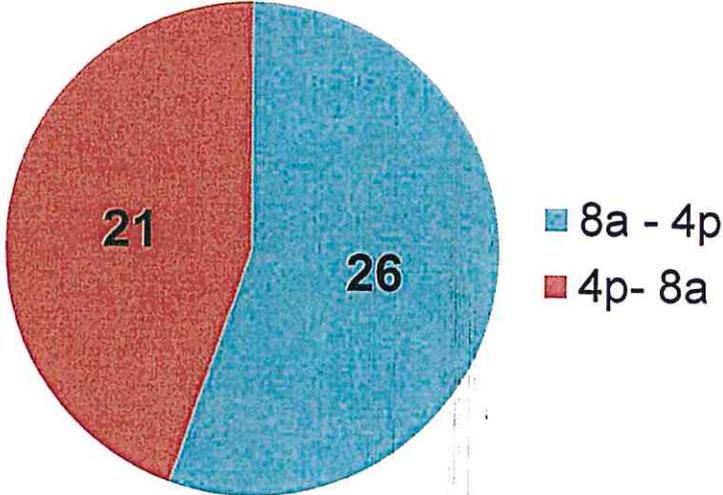


CHESTER TOWNSHIP

2019 COMPLAINT
TOTALS = 68

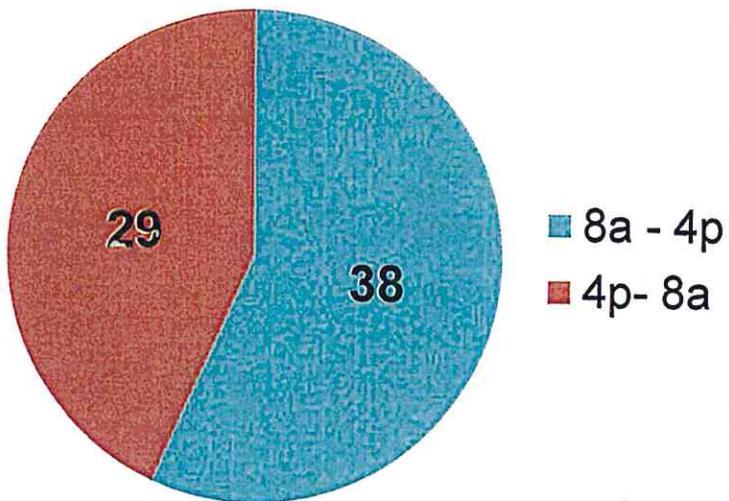


2018 COMPLAINT
TOTALS = 47

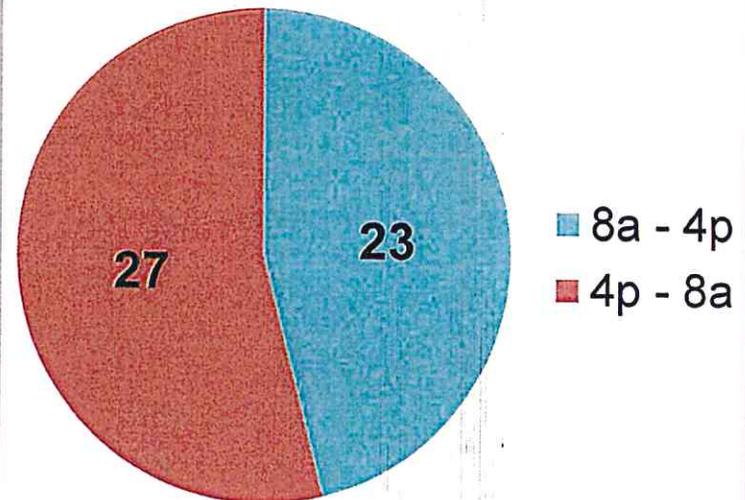


CORWITH TOWNSHIP

**2019 COMPLAINT
TOTALS = 67**

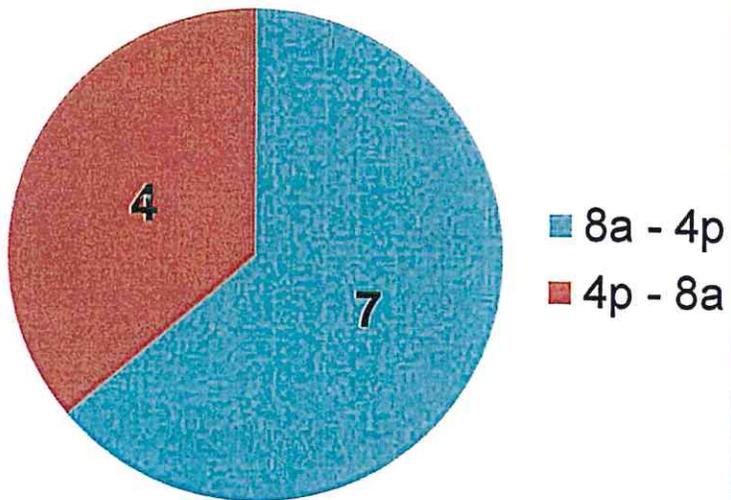


**2018 COMPLAINT
TOTALS = 50**

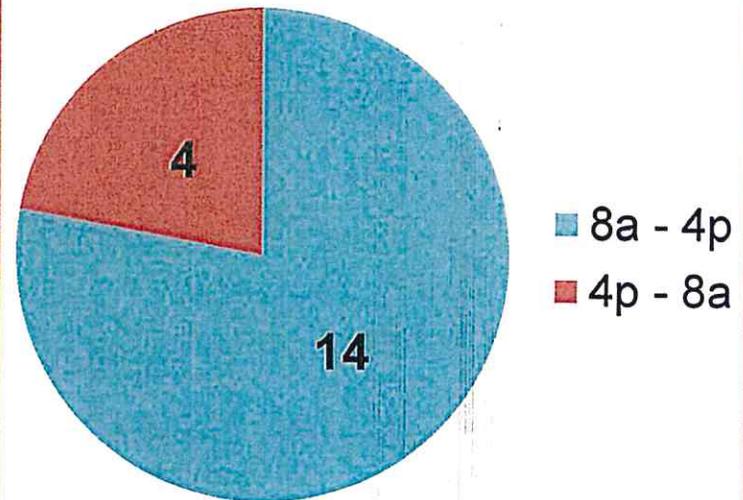


DOVER TOWNSHIP

2019 COMPLAINT
TOTALS = 11

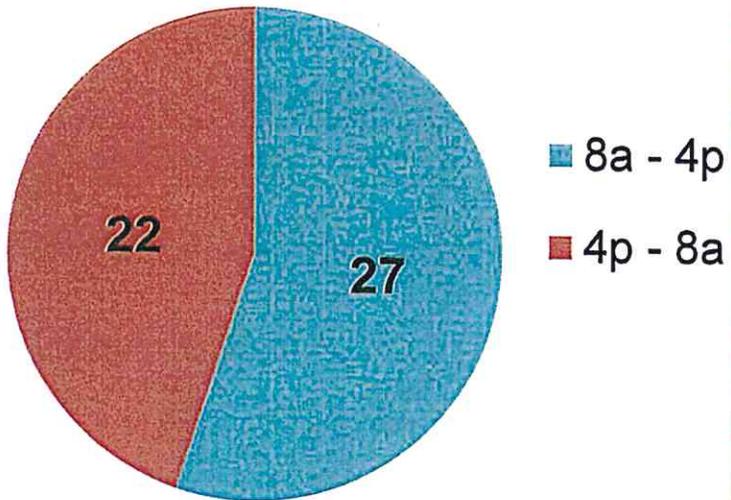


2018 COMPLAINT
TOTALS = 18

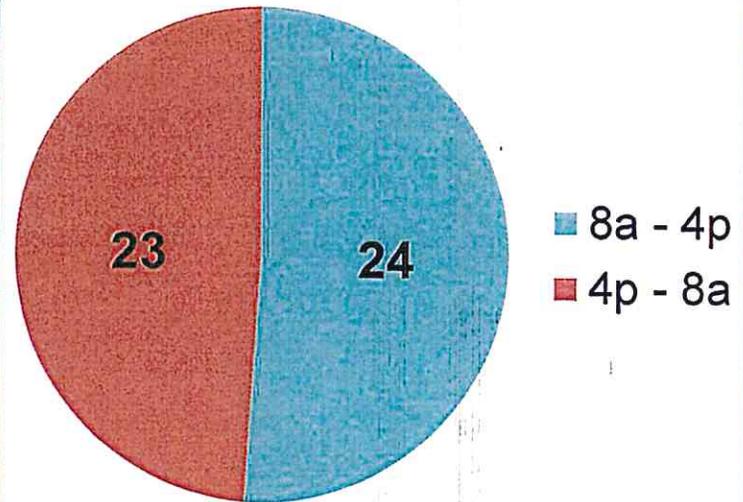


ELMIRA TOWNSHIP

2019 COMPLAINT
TOTALS = 49

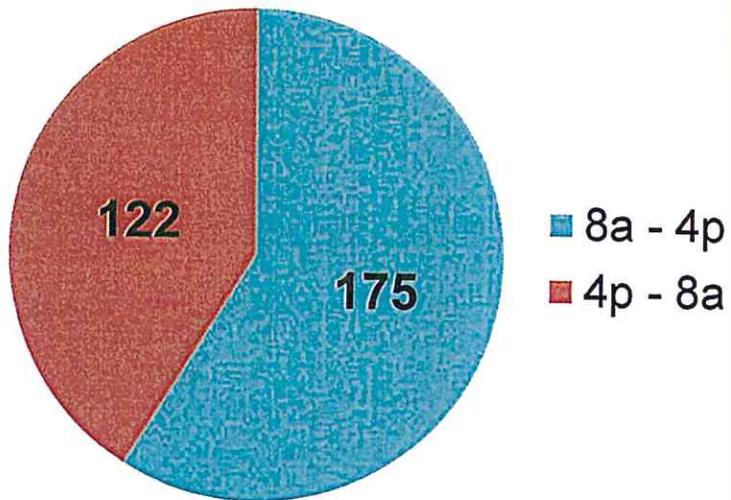


2018 COMPLAINT
TOTALS = 47

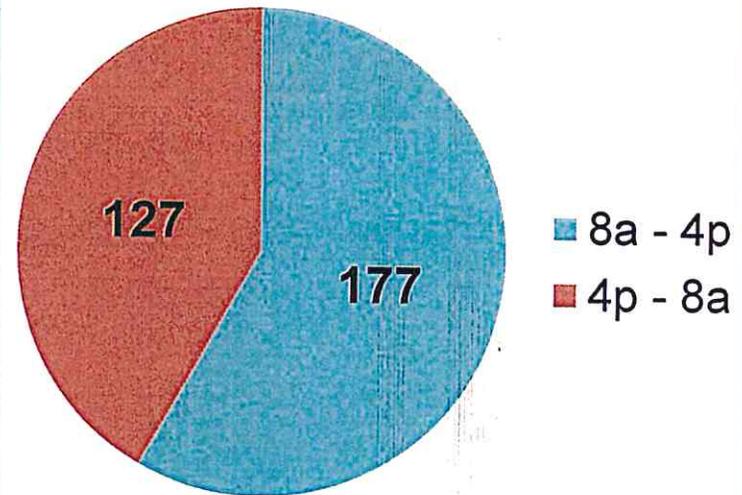


CITY OF GAYLORD

**2019 COMPLAINT
TOTALS = 297**

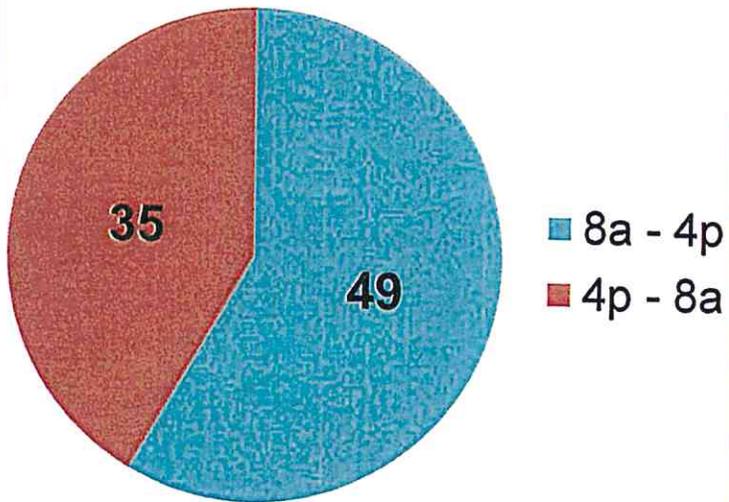


**2018 COMPLAINT
TOTALS = 304**

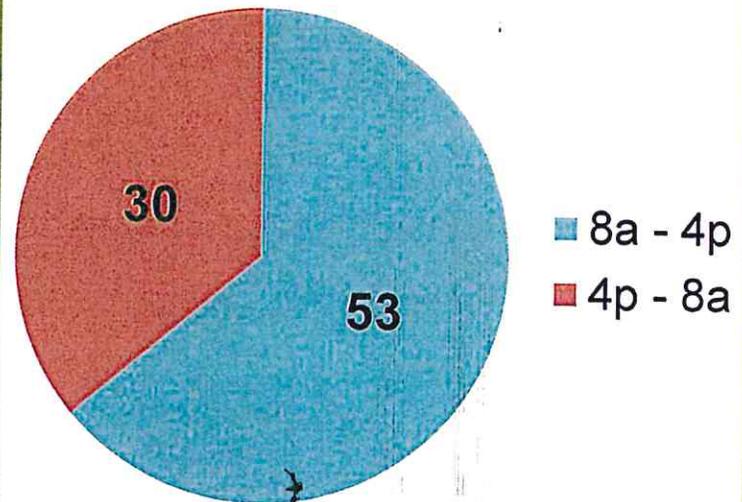


HAYES TOWNSHIP

2019 COMPLAINT
TOTALS = 84

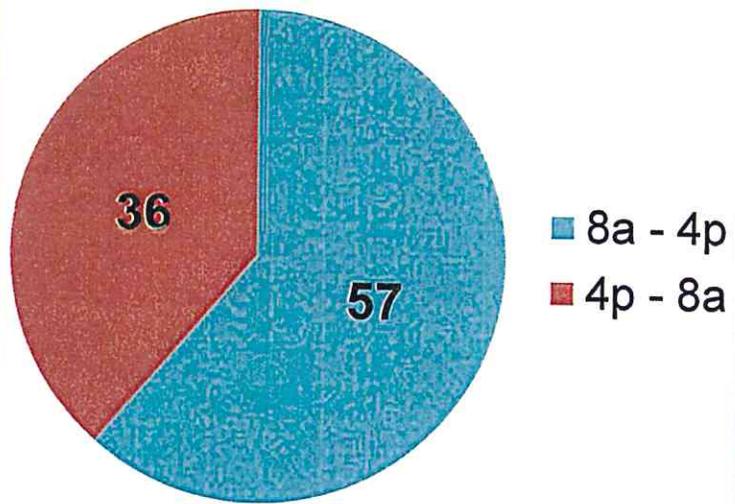


2018 COMPLAINT
TOTALS = 68

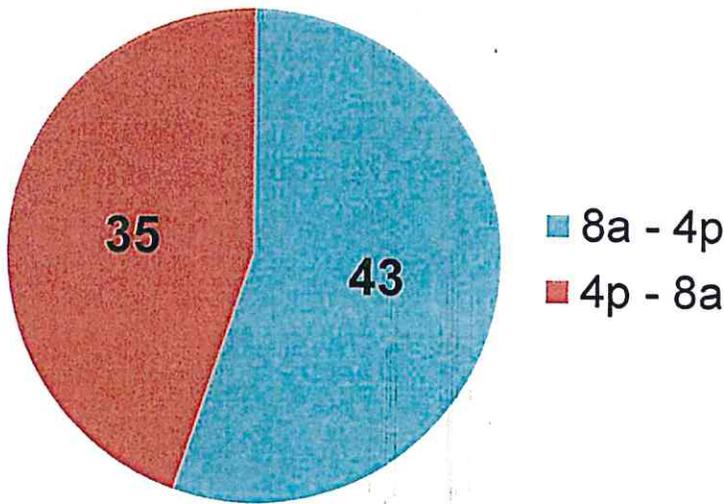


LIVINGSTON TOWNSHIP

**2019 COMPLAINT
TOTALS = 93**

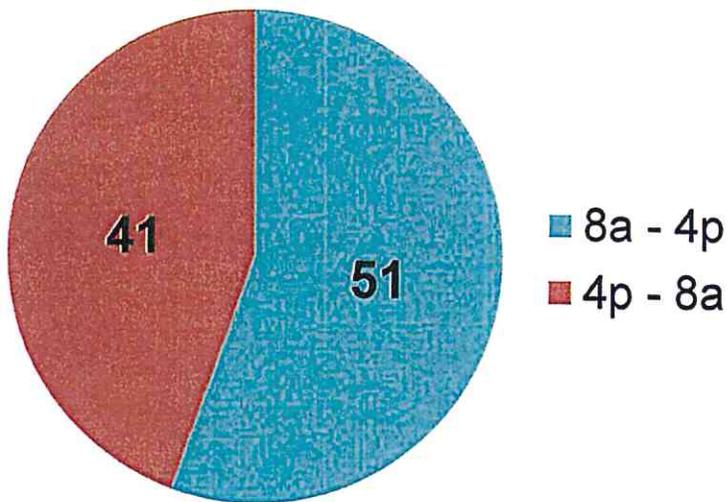


**2018 COMPLAINT
TOTALS = 78**

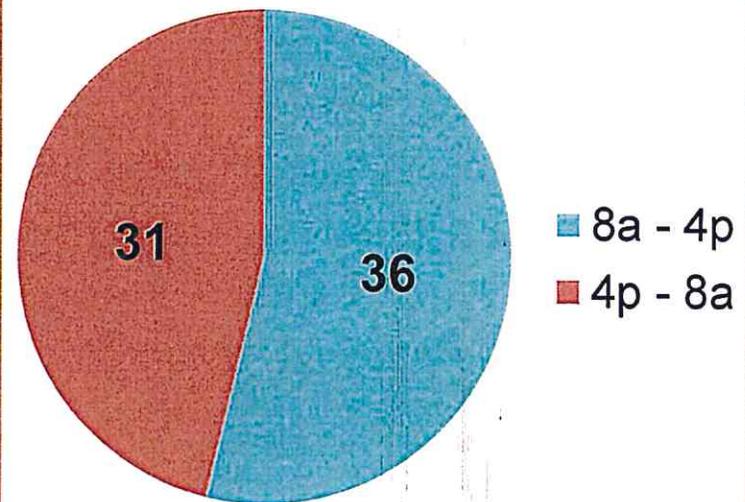


OTSEGO LK TOWNSHIP

**2019 COMPLAINT
TOTALS = 92**

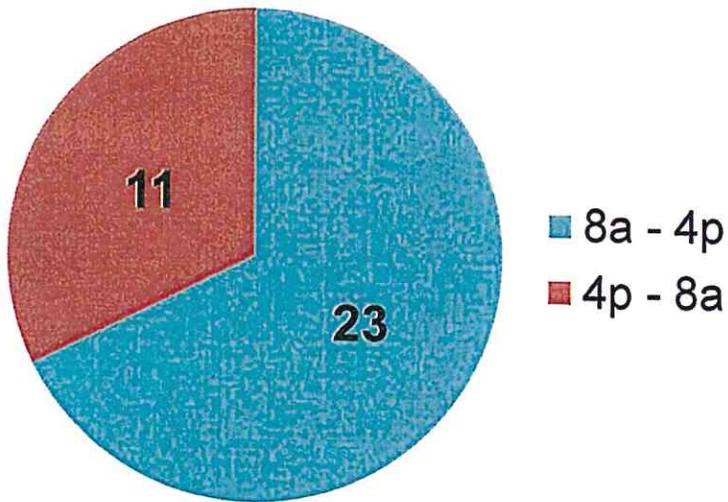


**2018 COMPLAINT
TOTALS = 67**

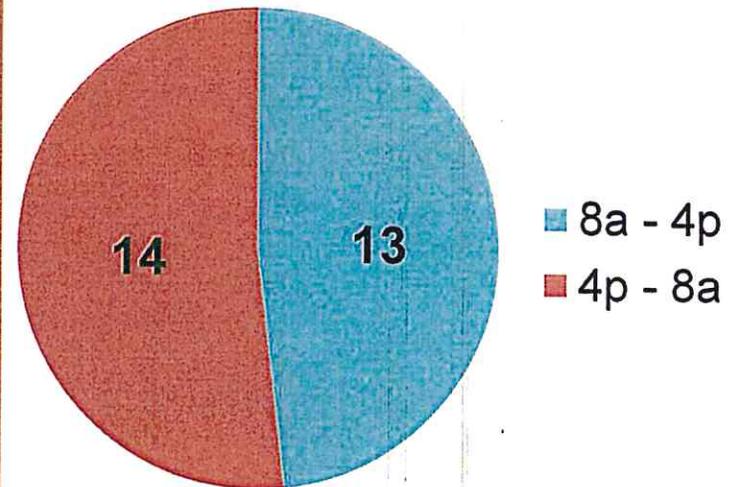


OTHER COUNTIES

2019 COMPLAINT
TOTALS = 34



2018 COMPLAINT
TOTALS = 27



OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

| | |
|--|---|
| AGENDA ITEM: Building Permit Fees Consolidation | AGENDA DATE: June 23, 2020 |
| AGENDA PLACEMENT: Committee Reports Budget & Finance Committee Recommendations, Item 1. | ACTION REQUESTED: Motion to Approve |
| STAFF CONTACT(S): Rachel Frisch, County Administrator Jim Mouch, Land Use Services Director | ATTORNEY REVIEW: No |

BACKGROUND/DISCUSSION:

In an effort to streamline and provide more cost effective and efficient services, Land Use Services Director, Jim Mouch has analyzed and proposed a consolidation of existing permit fees. The new consolidated fees will reduce the existing number of fees at 229 down to 10. This will provide quicker means to determine permit fees on projects.

RECOMMENDATION:

The Budget and Finance Committee requests approval of Land Use Services proposed fee consolidations.

LAND USE SERVICES DEPARTMENT

Building Fees:

Permit Application Fee 35.00

For Building Permits:

REMOVE OLD ~~ICC Fee Schedule and type of construction is used for all permits.~~

Electrical, Mechanical and Plumbing Permits are calculated based upon the itemized permit applications.

Deck .01 times the sq ft of project

Porch .10 times the sq ft of project

Demolition (eliminated \$100 fee) Permit Application Fee of \$35.00

For projects not involving a square footage calculation \$50.00

REMOVE OLD ~~Residential Plan Reviews~~ 15% of Permit Fee

~~Commercial Plan Reviews~~ .0015 times the value of the project

Inspections \$60.00 per inspection

Violation Penalty for Work Performed Without Required Permit \$ 170.00

LAND USE SERVICES DEPARTMENT

Permit Fees

| | | | |
|--|-----------------|---|----------|
| Permit Application Fee | | | \$35.00 |
| Permit Fee (Renewal) | | | \$85.00 |
| Plan Review | Building Fee(s) | x | 15.00% |
| Inspection (each) | | | \$60.00 |
| Violation Penalty | | | \$170.00 |
| (Work Performed Without Required Permit) | | | |

Building Fee(s)

| | | |
|-----------------------|--|--------------|
| Assembly | | \$0.39/sq ft |
| Business | | \$0.37/sq ft |
| Educational | | \$0.40/sq ft |
| Deck | | \$0.10/sqft |
| Demolition | \$0.00/sq ft; application and inspection fees only | |
| Factory | | \$0.17/sq ft |
| High-Hazard | | \$0.17/sq ft |
| Institutional | | \$0.38/sq ft |
| Mercantile | | \$0.35/sq ft |
| Porch | | \$0.10/sq ft |
| Residential | | \$0.38/sq ft |
| Storage | | \$0.22/sq ft |
| Utility/Miscellaneous | | \$0.10/sq ft |

| | | | |
|---------------------------------|--------------|---|-------|
| Building (Alter,Enlarge,Repair) | Project Cost | x | 0.30% |
|---------------------------------|--------------|---|-------|

Electrical, Mechanical/Plumbing Fee(s)

Fee is calculated based upon on each itemized description type selected

Otsego County
Land Use Services
Building Fee Recommendations

It is recommended that the Building Fee current process be simplified so that Building Permits may be effectively available to complete online. In order for this simplified process to occur many current Use and Occupancy Classification Fee Schedules must be consolidated. Recommendations are being made for **1. Use and Occupancy Classification Code Fees, 2. Remodeling (Alter, Enlarge, Repair) Fees and 3. Plan Review Fees.**

Within the past year the Electrical, Mechanical and Plumbing permits have been placed online. These permits have automatically provided the customer a total based on their selected services needed. In having these permits posted online the department has noticed the benefit of reduced phone call volume from customers requesting both pricing and permit information. Please note that these permits can be viewed using the following links: OtsegoCountyMI.gov-Government-Land Use Services-Building-Permits and select the application of choice.

1. Currently the Land Use Department uses 10 Use and Occupancy Classification Codes (UOCC) which are correlated with the International Code Council. Within these current 10 UOCC Codes there are 229 Fee possible calculation possibilities. It is **recommended that these 229 UOCC Code Fees be changed to 10 as follows: Assembly = \$0.39 per sq. ft., Business = \$0.37 per sq. ft., Educational = \$0.40 per sq. ft., Factory \$0.17 per sq. ft., High-Hazard = \$0.17 sq. ft., Institutional = \$0.38 per sq. ft., Mercantile \$0.35 per sq. ft., Residential = \$0.38 per sq. ft., Storage = \$0.22 per sq. ft., Utility/Miscellaneous = \$0.10 per sq. ft...** The recommended UOCC Code Fees that were selected are the lowest within its current corresponding Use and Occupancy Classifications.

When comparing the historical 2019 Building Permit Fees charged with the recommended UOCC Code Fees changes the Land Use Department would have incurred a decrease in revenues in the amount of **\$1,475.02** for the 2019 fiscal year.

2. The Land Use Department has a fee for Remodeling (Alter, Enlarge, Repair) for both Commercial and Residential Projects. There are currently 25 Commercial and 14 Residential Fee possible calculation possibilities. **It is recommended that these 39 Remodeling (Alter, Enlarge, Repair) Fees be changed to 1 as follows: 0.30% of Project Cost.**
3. The Land Use Department has a fee for a Plan Review for both Commercial and Residential Projects. There are currently 10 Commercial and 1 Residential Fee calculation possibilities. **It is recommended that these 11 Plan Review Fees be changed to 1 as follows: 15% of Total Fee calculations.**

Provided below is a list of Surrounding Building Department Permit Fee Comparisons, the following:

| Surrounding Building Department Fee Comparisons (06/11/2020) | | | | | | | | | | |
|--|--|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| | A | B | E | F | H | I | M | R | S | U |
| Alpena, City of | Fee based on value of Project | | | | | | | | | |
| Antrim County | 800 | 857 | 0 | 524 | 497 | 792 | 715 | 814 | 462 | 377 |
| Charlevoix County | 3,416 | 3,041 | 4,060 | 2,593 | 3,153 | 4,553 | 3,153 | 1,154 | 2,453 | 2,033 |
| Cheboygan County | Will provide when time permits | | | | | | | | | |
| Crawford County | 4,203 | 4,990 | 5,344 | 2,985 | 2,797 | 8,315 | 3,780 | 1,083 | 2,765 | 2,086 |
| Emmet county | Fee based on value of Project | | | | | | | | | |
| Grand Traverse County | Communicated that they did not have time to participate in the study | | | | | | | | | |
| Kalkaska County | 6,831 | 5,049 | 5,559 | 2,903 | 2,648 | 5,357 | 3,739 | 701 | 2,610 | 2,091 |
| Montmorency County | 4,335 | 4,155 | 4,375 | 3,073 | 2,970 | 4,279 | 3,524 | 548 | 2,926 | 2,512 |
| Otsego County | 3,285 | 2,285 | 0 | 1,935 | 1,585 | 2,365 | 1,585 | 1,043 | 1,385 | 965 |
| Note: | <i>(Otsego County is representative of Fee Change Request)</i> | | | | | | | | | |
| R | 1600 sq. ft. Residential Structure (decks(s) or garage(s) not included) with 8 Inspections | | | | | | | | | |
| A,B,E,F,H,I,M,S,U | 5000 sq. ft. Commerical within the International Code Council Use Groups | | | | | | | | | |

Please note that during the past 2 ½ years the Land Use Department has recommended and the Board of Commissioners have eliminated the following Land Use Departmental Permits and/or reduced fees as follows: Permit Elimination (Door Installation), Fee Reduction (Deck and Porch Fee reduced from \$65 to \$30), Permit Elimination (Accessory Building <= 200 sq. ft.), Permit Elimination (Roof Maintenance/Repair/Re-roof on existing structures), Permit Elimination (Window and Siding), Permit Fee Reduction (Demolition from Cost of Project to \$135). Previous to these reductions the Board of Commissioners had reduced Permit Fees by 5%.

Thank-you for your consideration in adopting these recommended Building Permit Fee Changes listed in Items 1,2,3.

Thank-you
 James Mouch, Director
 Land Use Services
 Otsego County
 989.731.7400

Land Use Services
Comparable Current vs Recommended Rate Study
2019 (Current) vs 2019 (Recommended)

Attachment 1

| Permits | Category | Use Code | Current | | Recommended | |
|----------------------|-------------------------------|-----------------------------------|------------------|--------------------|--------------------|------------------|
| | | | Fee Rate | Rate | Fee Rate | Fee Difference |
| PB19-0448 | No Transaction- | ADM TO PB17-0217 | 0 Sq Ft | \$ | | |
| PB19-0449 | No Transaction- | ADM TO PB17-0217 | Sq Ft | | | |
| PB19-0182 | Alt,Enlarge,Repair | Commercial A 2 2 B | 1600 Sq Ft | \$ 912.00 | \$ 624.00 | \$ 288.00 |
| PB19-0071 | New | Commercial A 2 5 B | 6286 Sq Ft | \$ 2,452.00 | \$ 2,451.54 | \$ 0.46 |
| PB19-0053 | Alt,Enlarge,Repair | Commercial A 3 5 B | 800 Sq Ft | \$ 288.00 | \$ 288.00 | \$ - |
| PB19-0260 | Alt,Enlarge,Repair | Commercial N/A A 3 5 B | Sq Ft | \$ | | |
| | | | | \$ 3,652.00 | \$ 3,363.54 | \$ 288.46 |

| Permits | Category | Use Code | Current | | Recommended | |
|----------------------|-------------------------------|---------------------------------|------------------|----------------------|---------------|----------------------|
| | | | Fee Rate | Rate | Fee Rate | Fee Difference |
| PB19-0018 | Alt,Enlarge,Repair | Commercial B 2 B | 1990 Sq Ft | \$ 1,134.00 | \$ 736.30 | \$ 397.70 |
| PB19-0209 | Alt,Enlarge,Repair | Commercial N/A B 5 B | Sq Ft | \$ 100.00 | \$ | \$ 100.00 |
| PB19-0011 | Alt,Enlarge,Repair | Commercial B 5 B | 221 Sq Ft | \$ 82.00 | \$ 81.77 | \$ 0.23 |
| PB19-0049 | Alt,Enlarge,Repair | Commercial B 5 B | 2864 Sq Ft | \$ 1,060.00 | \$ 1,059.68 | \$ 0.32 |
| PB19-0055 | Alt,Enlarge,Repair | Commercial B 5 B | 88 Sq Ft | \$ 33.00 | \$ 32.56 | \$ 0.44 |
| PB19-0114 | Alt,Enlarge,Repair | Commercial B 5 B | 2304 Sq Ft | \$ 852.00 | \$ 852.48 | \$ (0.48) |
| PB19-0211 | Alt,Enlarge,Repair | Commercial B 5 B | 960 Sq Ft | \$ 355.00 | \$ 355.20 | \$ (0.20) |
| PB19-0443 | New | Commercial B 5 B | 1965 Sq Ft | \$ 667.00 | \$ 727.05 | \$ (60.05) |
| PB19-0511 | Alt,Enlarge,Repair | Commercial B 5 B | Sq Ft | \$ 41.00 | \$ - | \$ 41.00 |
| PB19-0516 | Alt,Enlarge,Repair | Commercial B 5 B | Sq Ft | \$ 50.00 | \$ - | \$ 50.00 |
| PB19-0295 | Alt,Enlarge,Repair | Commercial B 5 B | 329 Sq Ft | \$ 50.00 | \$ 121.73 | \$ (71.73) |
| PB19-0080 | Alt,Enlarge,Repair | Commercial B 2B | 380000 Cost | \$ 1,596.00 | \$ 1,140.00 | \$ 456.00 |
| PB19-0181 | Alt,Enlarge,Repair | Commercial B 5 B | 1500 Cost | \$ 50.00 | \$ 4.50 | \$ 45.50 |
| PB19-0062 | Alt,Enlarge,Repair | Commercial B 5 B | 2500 Cost | \$ 50.00 | \$ 7.50 | \$ 42.50 |
| PB19-0219 | Alt,Enlarge,Repair | Commercial B 5 B | 100000 Cost | \$ 300.00 | \$ 300.00 | \$ - |
| PB19-0345 | Alt,Enlarge,Repair | Commercial B 5 B | 15000 Cost | \$ 100.00 | \$ 45.00 | \$ 55.00 |
| PB19-0346 | Alt,Enlarge,Repair | Commercial B 5 B | 110000 Cost | \$ 375.00 | \$ 330.00 | \$ 45.00 |
| PB19-0348 | Alt,Enlarge,Repair | Commercial B 5 B | 4600 Cost | \$ 50.00 | \$ 13.80 | \$ 36.20 |
| PB19-0359 | Alt,Enlarge,Repair | Commercial B 5 B | 48000 Cost | \$ 175.00 | \$ 144.00 | \$ 31.00 |
| PB19-0371 | Alt,Enlarge,Repair | Commercial B 5 B | 200000 Cost | \$ 600.00 | \$ 600.00 | \$ - |
| PB19-0393 | Alt,Enlarge,Repair | Commercial B 5 B | 37000 Cost | \$ 160.00 | \$ 111.00 | \$ 49.00 |

| | | | | | | | | | | | | |
|-----------|--------------------|------------|---|---|---|------------|----|----------|----|----------|----|----------|
| PB19-0478 | Alt,Enlarge,Repair | Commercial | B | 5 | B | 35000 Cost | \$ | 750.00 | \$ | 105.00 | \$ | 645.00 |
| PB19-0500 | Alt,Enlarge,Repair | Commercial | B | 5 | B | 40000 Cost | \$ | 160.00 | \$ | 120.00 | \$ | 40.00 |
| | | | | | | | \$ | 8,790.00 | \$ | 6,887.57 | \$ | 1,902.43 |

| Permits | Category | Use Code | Current | | Recommended | | Fee Difference |
|-----------|----------|------------|----------|-------------|-------------|----------------|----------------|
| | | | Fee Rate | Fee Rate | Fee Rate | Fee Difference | |
| PB19-0322 | New | Commercial | E 5 B | 20325 Sq Ft | \$ 8,130.00 | \$ 8,130.00 | \$ - |
| | | | | | | | \$ - |

| Permits | Category | Use Code | Current | | Recommended | | Fee Difference |
|-----------|--------------------|------------|----------|------------|-------------|----------------|----------------|
| | | | Fee Rate | Fee Rate | Fee Rate | Fee Difference | |
| PB19-0045 | Alt,Enlarge,Repair | Commercial | M 2 B | 2640 Sq Ft | \$ 924.00 | \$ 924.00 | \$ - |
| PB19-0079 | Alt,Enlarge,Repair | Commercial | M 2 B | 7540 Sq Ft | \$ 2,639.00 | \$ 2,639.00 | \$ - |
| PB19-0129 | Alt,Enlarge,Repair | Commercial | M 2 B | 8700 Sq Ft | \$ 3,045.00 | \$ 3,045.00 | \$ - |
| PB19-0330 | New | Commercial | M 2 B | 9122 Sq Ft | \$ 3,193.00 | \$ 3,192.70 | \$ 0.30 |
| PB19-0487 | Alt,Enlarge,Repair | Commercial | M 5 B | 80 Sq Ft | \$ 18.00 | \$ 28.00 | \$ (10.00) |
| | | | | | | | \$ (9.70) |

| Permits | Category | Use Code | Current | | Recommended | | Fee Difference |
|-----------|----------|------------|----------|-------------|--------------|----------------|----------------|
| | | | Fee Rate | Fee Rate | Fee Rate | Fee Difference | |
| PB19-0187 | New | Commercial | R 1 5 A | 42634 Sq Ft | \$ 17,054.00 | \$ 16,200.92 | \$ 853.08 |
| | | | | | | | \$ 853.08 |

| Permits | Category | Use Code | Current | | Recommended | | Fee Difference |
|-----------|--------------------|-------------|----------|------------|-------------|----------------|----------------|
| | | | Fee Rate | Fee Rate | Fee Rate | Fee Difference | |
| PB19-0162 | New | Residential | R 2 5 B | 5016 Sq Ft | \$ 1,756.00 | \$ 1,906.08 | \$ (150.08) |
| PB19-0067 | New | Residential | R 3 5 B | 3034 Sq Ft | \$ 1,002.00 | \$ 1,152.92 | \$ (150.92) |
| PB19-0433 | Utility Misc. | Residential | R 3 5 B | 720 Sq Ft | \$ 233.00 | \$ 273.60 | \$ (40.60) |
| PB19-0022 | Alt,Enlarge,Repair | Residential | R 3 5 B | 1590 Sq Ft | \$ 175.00 | \$ 604.20 | \$ (429.20) |
| PB19-0137 | Utility Misc. | Residential | R 3 5 B | 312 Sq Ft | \$ 119.00 | \$ 118.56 | \$ 0.44 |
| PB19-0266 | New | Residential | R 3 5 B | 578 Sq Ft | \$ 220.00 | \$ 219.64 | \$ 0.36 |
| PB19-0402 | New | Residential | R 3 5 B | 578 Sq Ft | \$ 220.00 | \$ 219.64 | \$ 0.36 |
| PB19-0403 | New | Residential | R 3 5 B | 578 Sq Ft | \$ 220.00 | \$ 219.64 | \$ 0.36 |
| PB19-0404 | New | Residential | R 3 5 B | 578 Sq Ft | \$ 220.00 | \$ 219.64 | \$ 0.36 |
| PB19-0004 | Alt,Enlarge,Repair | Residential | R 3 5 B | 775 Sq Ft | \$ 295.00 | \$ 294.50 | \$ 0.50 |
| PB19-0026 | Alt,Enlarge,Repair | Residential | R 3 5 B | 1578 Sq Ft | \$ 530.00 | \$ 599.64 | \$ (69.64) |
| PB19-0044 | Alt,Enlarge,Repair | Residential | R 3 5 B | 560 Sq Ft | \$ 213.00 | \$ 212.80 | \$ 0.20 |
| PB19-0051 | New | Residential | R 3 5 B | 1456 Sq Ft | \$ 553.00 | \$ 553.28 | \$ (0.28) |
| PB19-0054 | Alt,Enlarge,Repair | Residential | R 3 5 B | 607 Sq Ft | \$ 231.00 | \$ 230.66 | \$ 0.34 |

| | | | | | | | |
|-----------|--------------------|-------------|---------|------------|-------------|-------------|-------------|
| PB19-0060 | Alt,Enlarge,Repair | Residential | R 3 5 B | 966 Sq Ft | \$ 311.00 | \$ 367.08 | \$ (56.08) |
| PB19-0074 | Alt,Enlarge,Repair | Residential | R 3 5 B | 3118 Sq Ft | \$ 1,185.00 | \$ 1,184.84 | \$ 0.16 |
| PB19-0076 | Alt,Enlarge,Repair | Residential | R 3 5 B | 294 Sq Ft | \$ 112.00 | \$ 111.72 | \$ 0.28 |
| PB19-0093 | New | Residential | R 3 5 B | 2351 Sq Ft | \$ 894.00 | \$ 893.38 | \$ 0.62 |
| PB19-0098 | Alt,Enlarge,Repair | Residential | R 3 5 B | 562 Sq Ft | \$ 214.00 | \$ 213.56 | \$ 0.44 |
| PB19-0103 | Alt,Enlarge,Repair | Residential | R 3 5 B | 1380 Sq Ft | \$ 524.00 | \$ 524.40 | \$ (0.40) |
| PB19-0104 | New | Residential | R 3 5 B | 1422 Sq Ft | \$ 536.00 | \$ 540.36 | \$ (4.36) |
| PB19-0108 | Alt,Enlarge,Repair | Residential | R 3 5 B | 192 Sq Ft | \$ 73.00 | \$ 72.96 | \$ 0.04 |
| PB19-0111 | New | Residential | R 3 5 B | 3096 Sq Ft | \$ 1,015.00 | \$ 1,176.48 | \$ (161.48) |
| PB19-0112 | New | Residential | R 3 5 B | 3317 Sq Ft | \$ 1,038.00 | \$ 1,260.46 | \$ (222.46) |
| PB19-0122 | Alt,Enlarge,Repair | Residential | R 3 5 B | 720 Sq Ft | \$ 274.00 | \$ 273.60 | \$ 0.40 |
| PB19-0126 | New | Residential | R 3 5 b | 1617 Sq Ft | \$ 612.00 | \$ 614.46 | \$ (2.46) |
| PB19-0132 | Alt,Enlarge,Repair | Residential | R 3 5 B | 240 Sq Ft | \$ 91.00 | \$ 91.20 | \$ (0.20) |
| PB19-0134 | New | Residential | R 3 5 B | 2020 Sq Ft | \$ 700.00 | \$ 767.60 | \$ (67.60) |
| PB19-0136 | New | Residential | R 3 5 B | 1736 Sq Ft | \$ 660.00 | \$ 659.68 | \$ 0.32 |
| PB19-0142 | New | Residential | R 3 5 B | 1232 Sq Ft | \$ 468.00 | \$ 468.16 | \$ (0.16) |
| PB19-0154 | New | Residential | R 3 5 B | 1622 Sq Ft | \$ 585.00 | \$ 616.36 | \$ (31.36) |
| PB19-0155 | Alt,Enlarge,Repair | Residential | R 3 5 B | 5681 Sq Ft | \$ 2,093.00 | \$ 2,158.78 | \$ (65.78) |
| PB19-0179 | New | Residential | R 3 5 B | 1890 Sq Ft | \$ 719.00 | \$ 718.20 | \$ 0.80 |
| PB19-0186 | New | Residential | R 3 5 B | 5072 Sq Ft | \$ 1,926.00 | \$ 1,927.36 | \$ (1.36) |
| PB19-0192 | New | Residential | R 3 5 B | 832 Sq Ft | \$ 294.00 | \$ 316.16 | \$ (22.16) |
| PB19-0195 | Alt,Enlarge,Repair | Residential | R 3 5 B | 528 Sq Ft | \$ 201.00 | \$ 200.64 | \$ 0.36 |
| PB19-0203 | New | Residential | R 3 5 B | 2472 Sq Ft | \$ 879.00 | \$ 939.36 | \$ (60.36) |
| PB19-0213 | Alt,Enlarge,Repair | Residential | R 3 5 B | 280 Sq Ft | \$ 106.00 | \$ 106.40 | \$ (0.40) |
| PB19-0221 | Alt,Enlarge,Repair | Residential | R 3 5 B | 520 Sq Ft | \$ 197.00 | \$ 197.60 | \$ (0.60) |
| PB19-0226 | New | Residential | R 3 5 B | 4157 Sq Ft | \$ 1,387.00 | \$ 1,579.66 | \$ (192.66) |
| PB19-0230 | Porch | Residential | R 3 5 B | 80 Sq Ft | \$ 30.00 | \$ 30.40 | \$ (0.40) |
| PB19-0231 | New | Residential | R 3 5 B | 1800 Sq Ft | \$ 684.00 | \$ 684.00 | \$ - |
| PB19-0232 | Alt,Enlarge,Repair | Residential | R 3 5 B | 240 Sq Ft | \$ 91.00 | \$ 91.20 | \$ (0.20) |
| PB19-0238 | New | Residential | R 3 5 B | 5930 Sq Ft | \$ 1,995.00 | \$ 2,253.40 | \$ (258.40) |
| PB19-0240 | Utility Misc. | Residential | R 3 5 B | 343 Sq Ft | \$ 124.00 | \$ 130.34 | \$ (6.34) |
| PB19-0247 | New | Residential | R 3 5 B | 1530 Sq Ft | \$ 577.00 | \$ 581.40 | \$ (4.40) |
| PB19-0248 | Alt,Enlarge,Repair | Residential | R 3 5 B | 936 Sq Ft | \$ 356.00 | \$ 355.68 | \$ 0.32 |
| PB19-0250 | Alt,Enlarge,Repair | Residential | R 3 5 B | 752 Sq Ft | \$ 286.00 | \$ 285.76 | \$ 0.24 |
| PB19-0255 | New | Residential | R 3 5 B | 1700 Sq Ft | \$ 646.00 | \$ 646.00 | \$ - |
| PB19-0267 | New | Residential | R 3 5 B | 1792 Sq Ft | \$ 681.00 | \$ 680.96 | \$ 0.04 |
| PB19-0274 | New | Residential | R 3 5 B | 2718 Sq Ft | \$ 988.00 | \$ 1,032.84 | \$ (44.84) |
| PB19-0280 | New | Residential | R 3 5 B | 1232 Sq Ft | \$ 468.00 | \$ 468.16 | \$ (0.16) |
| PB19-0291 | Alt,Enlarge,Repair | Residential | R 3 5 B | 1264 Sq Ft | \$ 430.00 | \$ 480.32 | \$ (50.32) |
| PB19-0293 | Alt,Enlarge,Repair | Residential | R 3 5 B | 1262 Sq Ft | \$ 471.00 | \$ 479.56 | \$ (8.56) |
| PB19-0294 | New | Residential | R 3 5 B | 1296 Sq Ft | \$ 452.00 | \$ 492.48 | \$ (40.48) |

| | | | | | | | |
|-----------|--------------------|-------------|---------|------------|-------------|-------------|-------------|
| PB19-0299 | Alt,Enlarge,Repair | Residential | R 3 5 B | 1106 Sq Ft | \$ 420.00 | \$ 420.28 | \$ (0.28) |
| PB19-0304 | Alt,Enlarge,Repair | Residential | R 3 5 B | 512 Sq Ft | \$ 195.00 | \$ 194.56 | \$ 0.44 |
| PB19-0307 | Alt,Enlarge,Repair | Residential | R 3 5 B | 560 Sq Ft | \$ 213.00 | \$ 212.80 | \$ 0.20 |
| PB19-0308 | Alt,Enlarge,Repair | Residential | R 3 5 B | 39 Sq Ft | \$ 15.00 | \$ 14.82 | \$ 0.18 |
| PB19-0323 | New | Residential | R 3 5 B | 2000 Sq Ft | \$ 760.00 | \$ 760.00 | \$ - |
| PB19-0328 | Alt,Enlarge,Repair | Residential | R 3 5 B | 588 Sq Ft | \$ 223.00 | \$ 223.44 | \$ (0.44) |
| PB19-0334 | New | Residential | R 3 5 B | 1980 Sq Ft | \$ 753.00 | \$ 752.40 | \$ 0.60 |
| PB19-0347 | New | Residential | R 3 5 B | 4032 Sq Ft | \$ 1,461.00 | \$ 1,532.16 | \$ (71.16) |
| PB19-0361 | Alt,Enlarge,Repair | Residential | R 3 5 B | 1320 Sq Ft | \$ 502.00 | \$ 501.60 | \$ 0.40 |
| PB19-0372 | Alt,Enlarge,Repair | Residential | R 3 5 B | 144 Sq Ft | \$ 37.00 | \$ 54.72 | \$ (17.72) |
| PB19-0373 | Alt,Enlarge,Repair | Residential | R 3 5 B | 580 Sq Ft | \$ 153.00 | \$ 220.40 | \$ (67.40) |
| PB19-0377 | New | Residential | R 3 5 B | 1140 Sq Ft | \$ 433.00 | \$ 433.20 | \$ (0.20) |
| PB19-0383 | New | Residential | R 3 5 B | 1103 Sq Ft | \$ 419.00 | \$ 419.14 | \$ (0.14) |
| PB19-0386 | Alt,Enlarge,Repair | Residential | R 3 5 B | 1825 Sq Ft | \$ 638.00 | \$ 693.50 | \$ (55.50) |
| PB19-0389 | Alt,Enlarge,Repair | Residential | R 3 5 B | 80 Sq Ft | \$ 30.00 | \$ 30.40 | \$ (0.40) |
| PB19-0390 | New | Residential | R 3 5 B | 2532 Sq Ft | \$ 962.00 | \$ 962.16 | \$ (0.16) |
| PB19-0392 | Alt,Enlarge,Repair | Residential | R 3 5 B | 320 Sq Ft | \$ 122.00 | \$ 121.60 | \$ 0.40 |
| PB19-0397 | New | Residential | R 3 5 B | 1188 Sq Ft | \$ 451.00 | \$ 451.44 | \$ (0.44) |
| PB19-0409 | New | Residential | R 3 5 B | 1216 Sq Ft | \$ 462.00 | \$ 462.08 | \$ (0.08) |
| PB19-0410 | New | Residential | R 3 5 B | 1294 Sq Ft | \$ 487.00 | \$ 491.72 | \$ (4.72) |
| PB19-0413 | New | Residential | R 3 5 B | 1216 Sq Ft | \$ 462.00 | \$ 462.08 | \$ (0.08) |
| PB19-0415 | Alt,Enlarge,Repair | Residential | R 3 5 B | 676 Sq Ft | \$ 257.00 | \$ 256.88 | \$ 0.12 |
| PB19-0424 | Alt,Enlarge,Repair | Residential | R 3 5 B | 296 Sq Ft | \$ 101.00 | \$ 112.48 | \$ (11.48) |
| PB19-0428 | New | Residential | R 3 5 B | 2528 Sq Ft | \$ 757.00 | \$ 960.64 | \$ (203.64) |
| PB19-0434 | New | Residential | R 3 5 B | 3173 Sq Ft | \$ 1,163.00 | \$ 1,205.74 | \$ (42.74) |
| PB19-0441 | New | Residential | R 3 5 B | 2862 Sq Ft | \$ 1,088.00 | \$ 1,087.56 | \$ 0.44 |
| PB19-0445 | Alt,Enlarge,Repair | Residential | R 3 5 B | 1240 Sq Ft | \$ 393.00 | \$ 471.20 | \$ (78.20) |
| PB19-0451 | New | Residential | R 3 5 B | 1444 Sq Ft | \$ 442.00 | \$ 548.72 | \$ (106.72) |
| PB19-0454 | New | Residential | R 3 5 B | 2600 Sq Ft | \$ 936.00 | \$ 988.00 | \$ (52.00) |
| PB19-0456 | Alt,Enlarge,Repair | Residential | R 3 5 B | 800 Sq Ft | \$ 284.00 | \$ 304.00 | \$ (20.00) |
| PB19-0457 | Alt,Enlarge,Repair | Residential | R 3 5 B | 2632 Sq Ft | \$ 1,182.00 | \$ 1,000.16 | \$ 181.84 |
| PB19-0462 | Alt,Enlarge,Repair | Residential | R 3 5 B | 1200 Sq Ft | \$ 295.00 | \$ 456.00 | \$ (161.00) |
| PB19-0464 | New | Residential | R 3 5 B | 2690 Sq Ft | \$ 936.00 | \$ 1,022.20 | \$ (86.20) |
| PB19-0465 | New | Residential | R 3 5 B | 2690 Sq Ft | \$ 936.00 | \$ 1,022.20 | \$ (86.20) |
| PB19-0466 | New | Residential | R 3 5 B | 2690 Sq Ft | \$ 936.00 | \$ 1,022.20 | \$ (86.20) |
| PB19-0467 | Alt,Enlarge,Repair | Residential | R 3 5 B | 160 Sq Ft | \$ 61.00 | \$ 60.80 | \$ 0.20 |
| PB19-0473 | New | Residential | R 3 5 B | 2271 Sq Ft | \$ 604.00 | \$ 862.98 | \$ (258.98) |
| PB19-0477 | New | Residential | R 3 5 B | 3400 Sq Ft | \$ 996.00 | \$ 1,292.00 | \$ (296.00) |
| PB19-0484 | Alt,Enlarge,Repair | Residential | R 3 5 B | 1878 Sq Ft | \$ 580.00 | \$ 713.64 | \$ (133.64) |
| PB19-0485 | New | Residential | R 3 5 B | 2312 Sq Ft | \$ 870.00 | \$ 878.56 | \$ (8.56) |
| PB19-0486 | Alt,Enlarge,Repair | Residential | R 3 5 B | 296 Sq Ft | \$ 113.00 | \$ 112.48 | \$ 0.52 |

| | | | | | | | | |
|-----------|--------------------|-------------|---------|-------------|-----------|-----------|---------------|--|
| PB19-0493 | Alt,Enlarge,Repair | Residential | R 3 5 B | 576 Sq Ft | \$ 219.00 | \$ 218.88 | \$ 0.12 | |
| PB19-0495 | New | Residential | R 3 5 B | 1624 Sq Ft | \$ 617.00 | \$ 617.12 | \$ (0.12) | |
| PB19-0515 | Alt,Enlarge,Repair | Residential | R 3 5 B | Sq Ft | \$ 190.00 | \$ - | \$ 190.00 | |
| PB19-0460 | New | Residential | R 3 5 B | 2619 Sq Ft | \$ 723.00 | \$ 995.22 | \$ (272.22) | |
| PB19-0491 | Alt,Enlarge,Repair | Residential | R 3 5 B | 336 Sq Ft | \$ 141.00 | \$ 127.68 | \$ 13.32 | |
| PB19-0512 | Alt,Enlarge,Repair | Residential | R 3 5 B | Sq Ft | \$ 165.00 | \$ - | \$ 165.00 | |
| PB19-0061 | Alt,Enlarge,Repair | Residential | R 3 5 B | 459 Sq Ft | \$ 50.00 | \$ 174.42 | \$ (124.42) | |
| PB19-0003 | Alt,Enlarge,Repair | Residential | R 3 5 B | 700 Sq Ft | \$ 100.00 | \$ 266.00 | | |
| PB19-0189 | Alt,Enlarge,Repair | Residential | R 5 B | 480 Sq Ft | \$ 48.00 | \$ 182.40 | | |
| PB19-0094 | Alt,Enlarge,Repair | Residential | R 3 5 B | Sq Ft | \$ - | \$ - | \$ - | |
| PB19-0038 | Alt,Enlarge,Repair | Residential | R 3 5 B | 260 Sq Ft | \$ 26.00 | \$ 98.80 | | |
| PB19-0059 | Alt,Enlarge,Repair | Residential | R 3 5 B | 592 Sq Ft | \$ 60.00 | \$ 224.96 | | |
| PB19-0164 | Alt,Enlarge,Repair | Residential | R 3 5 B | Sq Ft | \$ 210.00 | \$ - | \$ 210.00 | |
| PB19-0073 | Alt,Enlarge,Repair | Residential | R 3 5 B | 8000 Sq Ft | \$ 50.00 | \$ 24.00 | \$ 26.00 | |
| PB19-0287 | Alt,Enlarge,Repair | Residential | R 3 5 B | 30000 Sq Ft | \$ 375.00 | \$ 90.00 | \$ 285.00 | |
| PB19-0458 | Alt,Enlarge,Repair | Residential | | 200000 Cost | \$ 600.00 | \$ 600.00 | \$ - | |
| PB19-0278 | Alt,Enlarge,Repair | Residential | R 3 5 B | 16530 Cost | \$ 100.00 | \$ 49.59 | | |
| PB19-0113 | Alt,Enlarge,Repair | Residential | R 3 5 B | 15674 Cost | \$ 100.00 | \$ 47.02 | \$ 52.98 | |
| PB19-0194 | Alt,Enlarge,Repair | Residential | R 3 5 B | 45000 Cost | \$ 175.00 | \$ 135.00 | \$ 40.00 | |
| PB19-0208 | Alt,Enlarge,Repair | Residential | R | 60000 Cost | \$ 210.00 | \$ 180.00 | \$ 30.00 | |
| PB19-0241 | Alt,Enlarge,Repair | Residential | R 3 5 B | 20000 Cost | \$ 100.00 | \$ 60.00 | \$ 40.00 | |
| PB19-0331 | Alt,Enlarge,Repair | Residential | R 3 5 B | 15675 Cost | \$ 100.00 | \$ 47.03 | \$ 52.98 | |
| PB19-0458 | Alt,Enlarge,Repair | Residential | R 3 5 B | 200000 Cost | \$ 600.00 | \$ 600.00 | \$ - | |
| PB19-0370 | Alt,Enlarge,Repair | Residential | R 3 5 B | 15900 Cost | \$ 100.00 | \$ 47.70 | \$ 52.30 | |
| PB19-0375 | Alt,Enlarge,Repair | Residential | R 3 5 B | 15200 Cost | \$ 100.00 | \$ 45.60 | \$ 54.40 | |
| PB19-0376 | Alt,Enlarge,Repair | Residential | R 3 5 B | 6900 Cost | \$ 50.00 | \$ 20.70 | \$ 29.30 | |
| PB19-0492 | Alt,Enlarge,Repair | Residential | | 21300 Cost | \$ 140.00 | \$ 63.90 | \$ 76.10 | |
| | | | | | | | \$ (2,881.97) | |

| Permits | Category | Use Code | Current | | Recommended | | |
|-----------|---------------|-------------|----------|------------|-------------|----------------|-----------|
| | | | Fee Rate | Fee Rate | Fee Rate | Fee Difference | |
| PB19-0202 | Utility Misc. | Residential | U 5 B | 550 Sq Ft | \$ 77.00 | \$ 55.00 | \$ 22.00 |
| PB19-0005 | Utility Misc. | Residential | U 5 B | 1200 Sq Ft | \$ 120.00 | \$ 120.00 | \$ - |
| PB19-0006 | Utility Misc. | Residential | U 5 B | 832 Sq Ft | \$ 83.00 | \$ 83.20 | \$ (0.20) |
| PB19-0012 | Utility Misc. | Residential | U 5 B | 2400 Sq Ft | \$ 240.00 | \$ 240.00 | \$ - |
| PB19-0013 | Utility Misc. | Residential | U 5 B | 1152 Sq Ft | \$ 115.00 | \$ 115.20 | \$ (0.20) |
| PB19-0015 | Utility Misc. | Residential | U 5 B | 960 Sq Ft | \$ 96.00 | \$ 96.00 | \$ - |
| PB19-0025 | Utility Misc. | Residential | U 5 B | 1408 Sq Ft | \$ 141.00 | \$ 140.80 | \$ 0.20 |
| PB19-0028 | Utility Misc. | Residential | U 5 B | 960 Sq Ft | \$ 96.00 | \$ 96.00 | \$ - |
| PB19-0034 | Utility Misc. | Residential | U 5 B | 1810 Sq Ft | \$ 181.00 | \$ 181.00 | \$ - |
| PB19-0037 | Utility Misc. | Residential | U 5 B | 504 Sq Ft | \$ 50.00 | \$ 50.40 | \$ (0.40) |

| | | | | | | | | | | | | |
|-----------|--------------------|-------------|---|---|---|------------|----|--------|----|--------|----|--------|
| PB19-0040 | Com. Utility Misc. | Residential | U | 5 | B | 720 Sq Ft | \$ | 72.00 | \$ | 72.00 | \$ | - |
| PB19-0041 | Com. Utility Misc. | Residential | U | 5 | B | 720 Sq Ft | \$ | 72.00 | \$ | 72.00 | \$ | - |
| PB19-0052 | Utility Misc. | Residential | U | 5 | B | 224 Sq Ft | \$ | 22.00 | \$ | 22.40 | \$ | (0.40) |
| PB19-0077 | Utility Misc. | Residential | U | 5 | B | 1382 Sq Ft | \$ | 138.00 | \$ | 138.20 | \$ | (0.20) |
| PB19-0087 | Utility Misc. | Residential | U | 5 | B | 1440 Sq Ft | \$ | 144.00 | \$ | 144.00 | \$ | - |
| PB19-0092 | Utility Misc. | Residential | U | 5 | B | 1080 Sq Ft | \$ | 108.00 | \$ | 108.00 | \$ | - |
| PB19-0106 | Utility Misc. | Residential | U | 5 | B | 1408 Sq Ft | \$ | 141.00 | \$ | 140.80 | \$ | 0.20 |
| PB19-0125 | Utility Misc. | Residential | U | 5 | B | 576 Sq Ft | \$ | 58.00 | \$ | 57.60 | \$ | 0.40 |
| PB19-0133 | Utility Misc. | Residential | U | 5 | B | 768 Sq Ft | \$ | 77.00 | \$ | 76.80 | \$ | 0.20 |
| PB19-0139 | Utility Misc. | Residential | U | 5 | B | 576 Sq Ft | \$ | 58.00 | \$ | 57.60 | \$ | 0.40 |
| PB19-0140 | Utility Misc. | Residential | U | 5 | B | 720 Sq Ft | \$ | 72.00 | \$ | 72.00 | \$ | - |
| PB19-0141 | Utility Misc. | Residential | U | 5 | B | 2048 Sq Ft | \$ | 205.00 | \$ | 204.80 | \$ | 0.20 |
| PB19-0146 | Utility Misc. | Residential | U | 5 | B | 864 Sq Ft | \$ | 86.00 | \$ | 86.40 | \$ | (0.40) |
| PB19-0148 | Utility Misc. | Residential | U | 5 | B | 1200 Sq Ft | \$ | 120.00 | \$ | 120.00 | \$ | - |
| PB19-0216 | Utility Misc. | Residential | U | 5 | B | 1080 Sq Ft | \$ | 108.00 | \$ | 108.00 | \$ | - |
| PB19-0235 | Utility Misc. | Residential | U | 5 | B | 768 Sq Ft | \$ | 77.00 | \$ | 76.80 | \$ | 0.20 |
| PB19-0239 | Utility Misc. | Residential | U | 5 | B | 896 Sq Ft | \$ | 90.00 | \$ | 89.60 | \$ | 0.40 |
| PB19-0245 | Utility Misc. | Residential | U | 5 | B | 600 Sq Ft | \$ | 60.00 | \$ | 60.00 | \$ | - |
| PB19-0252 | Utility Misc. | Residential | U | 5 | B | 484 Sq Ft | \$ | 48.00 | \$ | 48.40 | \$ | (0.40) |
| PB19-0254 | Utility Misc. | Residential | U | 5 | B | 1200 Sq Ft | \$ | 120.00 | \$ | 120.00 | \$ | - |
| PB19-0256 | Utility Misc. | Residential | U | 5 | B | 1920 Sq Ft | \$ | 192.00 | \$ | 192.00 | \$ | - |
| PB19-0257 | Utility Misc. | Residential | U | 5 | B | 960 Sq Ft | \$ | 96.00 | \$ | 96.00 | \$ | - |
| PB19-0264 | Utility Misc. | Residential | U | 5 | B | 2240 Sq Ft | \$ | 224.00 | \$ | 224.00 | \$ | - |
| PB19-0265 | Utility Misc. | Residential | U | 5 | B | 1600 Sq Ft | \$ | 160.00 | \$ | 160.00 | \$ | - |
| PB19-0272 | Utility Misc. | Residential | U | 5 | B | 768 Sq Ft | \$ | 77.00 | \$ | 76.80 | \$ | 0.20 |
| PB19-0273 | Utility Misc. | Residential | U | 5 | B | 720 Sq Ft | \$ | 72.00 | \$ | 72.00 | \$ | - |
| PB19-0279 | Utility Misc. | Residential | U | 5 | B | 1200 Sq Ft | \$ | 120.00 | \$ | 120.00 | \$ | - |
| PB19-0289 | Utility Misc. | Residential | U | 5 | B | 1600 Sq Ft | \$ | 160.00 | \$ | 160.00 | \$ | - |
| PB19-0290 | Utility Misc. | Residential | U | 5 | B | 448 Sq Ft | \$ | 45.00 | \$ | 44.80 | \$ | 0.20 |
| PB19-0292 | Utility Misc. | Residential | U | 5 | B | 1200 Sq Ft | \$ | 120.00 | \$ | 120.00 | \$ | - |
| PB19-0296 | Utility Misc. | Residential | U | 5 | B | 1024 Sq Ft | \$ | 102.00 | \$ | 102.40 | \$ | (0.40) |
| PB19-0297 | Utility Misc. | Residential | U | 5 | B | 4000 Sq Ft | \$ | 400.00 | \$ | 400.00 | \$ | - |
| PB19-0301 | Utility Misc. | Residential | U | 5 | B | 960 Sq Ft | \$ | 96.00 | \$ | 96.00 | \$ | - |
| PB19-0305 | Utility Misc. | Residential | U | 5 | B | 768 Sq Ft | \$ | 77.00 | \$ | 76.80 | \$ | 0.20 |
| PB19-0306 | Utility Misc. | Residential | U | 5 | B | 3580 Sq Ft | \$ | 358.00 | \$ | 358.00 | \$ | - |
| PB19-0313 | Utility Misc. | Residential | U | 5 | B | 300 Sq Ft | \$ | 30.00 | \$ | 30.00 | \$ | - |
| PB19-0315 | Utility Misc. | Residential | U | 5 | B | 1120 Sq Ft | \$ | 112.00 | \$ | 112.00 | \$ | - |
| PB19-0316 | Utility Misc. | Residential | U | 5 | B | 960 Sq Ft | \$ | 96.00 | \$ | 96.00 | \$ | - |
| PB19-0317 | Utility Misc. | Residential | U | 5 | B | 720 Sq Ft | \$ | 72.00 | \$ | 72.00 | \$ | - |
| PB19-0318 | Utility Misc. | Residential | U | 5 | B | 448 Sq Ft | \$ | 45.00 | \$ | 44.80 | \$ | 0.20 |
| PB19-0326 | Utility Misc. | Residential | U | 5 | B | 1200 Sq Ft | \$ | 120.00 | \$ | 120.00 | \$ | - |

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|-----------|---------------|-------------|---|---|---|------------|----|--------|----|--------|----|--------|
| PB19-0329 | Utility Misc. | Residential | U | 5 | B | 2800 Sq Ft | \$ | 280.00 | \$ | 280.00 | \$ | - |
| PB19-0333 | Utility Misc. | Residential | U | 5 | B | 780 Sq Ft | \$ | 78.00 | \$ | 78.00 | \$ | - |
| PB19-0340 | Utility Misc. | Residential | U | 5 | B | 1800 Sq Ft | \$ | 180.00 | \$ | 180.00 | \$ | - |
| PB19-0349 | Utility Misc. | Residential | U | 5 | B | 576 Sq Ft | \$ | 58.00 | \$ | 57.60 | \$ | 0.40 |
| PB19-0350 | Utility Misc. | Residential | U | 5 | B | 2240 Sq Ft | \$ | 224.00 | \$ | 224.00 | \$ | - |
| PB19-0363 | Utility Misc. | Residential | U | 5 | B | 1200 Sq Ft | \$ | 120.00 | \$ | 120.00 | \$ | - |
| PB19-0367 | Utility Misc. | Residential | U | 5 | B | 480 Sq Ft | \$ | 48.00 | \$ | 48.00 | \$ | - |
| PB19-0369 | Utility Misc. | Residential | U | 5 | B | 1456 Sq Ft | \$ | 146.00 | \$ | 145.60 | \$ | 0.40 |
| PB19-0378 | Utility Misc. | Residential | U | 5 | B | 1445 Sq Ft | \$ | 145.00 | \$ | 144.50 | \$ | 0.50 |
| PB19-0379 | Utility Misc. | Residential | U | 5 | B | 360 Sq Ft | \$ | 36.00 | \$ | 36.00 | \$ | - |
| PB19-0381 | Utility Misc. | Residential | U | 5 | B | 720 Sq Ft | \$ | 72.00 | \$ | 72.00 | \$ | - |
| PB19-0382 | Utility Misc. | Residential | U | 5 | B | 1008 Sq Ft | \$ | 101.00 | \$ | 100.80 | \$ | 0.20 |
| PB19-0385 | Utility Misc. | Residential | U | 5 | B | 672 Sq Ft | \$ | 67.00 | \$ | 67.20 | \$ | (0.20) |
| PB19-0387 | Utility Misc. | Residential | U | 5 | B | 1280 Sq Ft | \$ | 128.00 | \$ | 128.00 | \$ | - |
| PB19-0388 | Utility Misc. | Residential | U | 5 | B | 768 Sq Ft | \$ | 77.00 | \$ | 76.80 | \$ | 0.20 |
| PB19-0391 | Utility Misc. | Residential | U | 5 | B | 576 Sq Ft | \$ | 58.00 | \$ | 57.60 | \$ | 0.40 |
| PB19-0394 | Utility Misc. | Residential | U | 5 | B | 768 Sq Ft | \$ | 77.00 | \$ | 76.80 | \$ | 0.20 |
| PB19-0399 | Utility Misc. | Residential | U | 5 | B | 540 Sq Ft | \$ | 54.00 | \$ | 54.00 | \$ | - |
| PB19-0400 | Utility Misc. | Residential | U | 5 | B | 1600 Sq Ft | \$ | 160.00 | \$ | 160.00 | \$ | - |
| PB19-0401 | Utility Misc. | Residential | U | 5 | B | 1440 Sq Ft | \$ | 144.00 | \$ | 144.00 | \$ | - |
| PB19-0405 | Utility Misc. | Residential | U | 5 | B | 240 Sq Ft | \$ | 24.00 | \$ | 24.00 | \$ | - |
| PB19-0407 | Utility Misc. | Residential | U | 5 | B | 1680 Sq Ft | \$ | 168.00 | \$ | 168.00 | \$ | - |
| PB19-0414 | Utility Misc. | Residential | U | 5 | B | 560 Sq Ft | \$ | 56.00 | \$ | 56.00 | \$ | - |
| PB19-0416 | Utility Misc. | Residential | U | 5 | B | 1440 Sq Ft | \$ | 144.00 | \$ | 144.00 | \$ | - |
| PB19-0418 | Utility Misc. | Residential | U | 5 | B | 900 Sq Ft | \$ | 90.00 | \$ | 90.00 | \$ | - |
| PB19-0419 | Utility Misc. | Residential | U | 5 | B | 1200 Sq Ft | \$ | 120.00 | \$ | 120.00 | \$ | - |
| PB19-0420 | Utility Misc. | Residential | U | 5 | B | 330 Sq Ft | \$ | 33.00 | \$ | 33.00 | \$ | - |
| PB19-0422 | Utility Misc. | Residential | U | 5 | B | 544 Sq Ft | \$ | 54.00 | \$ | 54.40 | \$ | (0.40) |
| PB19-0425 | Utility Misc. | Residential | U | 5 | B | 2760 Sq Ft | \$ | 276.00 | \$ | 276.00 | \$ | - |
| PB19-0429 | Utility Misc. | Residential | U | 5 | B | 1222 Sq Ft | \$ | 122.00 | \$ | 122.20 | \$ | (0.20) |
| PB19-0431 | Utility Misc. | Residential | U | 5 | B | 576 Sq Ft | \$ | 58.00 | \$ | 57.60 | \$ | 0.40 |
| PB19-0432 | Utility Misc. | Residential | U | 5 | B | 336 Sq Ft | \$ | 34.00 | \$ | 33.60 | \$ | 0.40 |
| PB19-0435 | Utility Misc. | Residential | U | 5 | B | 1200 Sq Ft | \$ | 120.00 | \$ | 120.00 | \$ | - |
| PB19-0440 | Utility Misc. | Residential | U | 5 | B | 1200 Sq Ft | \$ | 120.00 | \$ | 120.00 | \$ | - |
| PB19-0446 | Utility Misc. | Residential | U | 5 | B | 600 Sq Ft | \$ | 60.00 | \$ | 60.00 | \$ | - |
| PB19-0453 | Utility Misc. | Residential | U | 5 | B | 936 Sq Ft | \$ | 94.00 | \$ | 93.60 | \$ | 0.40 |
| PB19-0461 | Utility Misc. | Residential | U | 5 | B | 2400 Sq Ft | \$ | 240.00 | \$ | 240.00 | \$ | - |
| PB19-0463 | Utility Misc. | Residential | U | 5 | B | 2328 Sq Ft | \$ | 233.00 | \$ | 232.80 | \$ | 0.20 |
| PB19-0469 | Utility Misc. | Residential | U | 5 | B | 1224 Sq Ft | \$ | 122.00 | \$ | 122.40 | \$ | (0.40) |
| PB19-0471 | Utility Misc. | Residential | U | 5 | B | 720 Sq Ft | \$ | 72.00 | \$ | 72.00 | \$ | - |
| PB19-0474 | Utility Misc. | Residential | U | 5 | B | 3000 Sq Ft | \$ | 300.00 | \$ | 300.00 | \$ | - |

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|-----------|--------------------|-------------|---|---|---|------------|----|--------|----|--------|----|--------|
| PB19-0475 | Utility Misc. | Residential | U | 5 | B | 2080 Sq Ft | \$ | 208.00 | \$ | 208.00 | \$ | - |
| PB19-0476 | Utility Misc. | Residential | U | 5 | B | 280 Sq Ft | \$ | 28.00 | \$ | 28.00 | \$ | - |
| PB19-0505 | Utility Misc. | Residential | U | 5 | B | 1500 Sq Ft | \$ | 150.00 | \$ | 150.00 | \$ | - |
| PB19-0356 | Utility Misc. | Residential | U | 5 | B | 840 Sq Ft | \$ | 84.00 | \$ | 84.00 | \$ | - |
| PB19-0489 | Utility Misc. | Residential | U | 5 | B | 360 Sq Ft | \$ | 36.00 | \$ | 36.00 | \$ | - |
| PB19-0029 | Utility Misc. | Residential | U | 5 | B | 1600 Sq Ft | \$ | 160.00 | \$ | 160.00 | \$ | - |
| PB19-0057 | Utility Misc. | Residential | U | 5 | B | 80 Sq Ft | \$ | 8.00 | \$ | 8.00 | \$ | - |
| PB19-0284 | Utility Misc. | Residential | U | 5 | B | 1600 Sq Ft | \$ | 160.00 | \$ | 160.00 | \$ | - |
| PB19-0070 | Utility Misc. | Residential | U | 5 | B | 2000 Sq Ft | \$ | 200.00 | \$ | 200.00 | \$ | - |
| PB19-0099 | Utility Misc. | Residential | U | 5 | B | 720 Sq Ft | \$ | 72.00 | \$ | 72.00 | \$ | - |
| PB19-0105 | Utility Misc. | Residential | U | 5 | B | 1200 Sq Ft | \$ | 120.00 | \$ | 120.00 | \$ | - |
| PB19-0109 | Utility Misc. | Residential | U | 5 | B | 768 Sq Ft | \$ | 77.00 | \$ | 76.80 | \$ | 0.20 |
| PB19-0150 | Utility Misc. | Residential | U | 5 | B | 1200 Sq Ft | \$ | 120.00 | \$ | 120.00 | \$ | - |
| PB19-0156 | Utility Misc. | Residential | U | 5 | B | 1152 Sq Ft | \$ | 115.00 | \$ | 115.20 | \$ | (0.20) |
| PB19-0157 | Utility Misc. | Residential | U | 5 | B | 630 Sq Ft | \$ | 63.00 | \$ | 63.00 | \$ | - |
| PB19-0159 | Utility Misc. | Residential | U | 5 | B | 840 Sq Ft | \$ | 84.00 | \$ | 84.00 | \$ | - |
| PB19-0169 | Utility Misc. | Residential | U | 5 | B | 1040 Sq Ft | \$ | 104.00 | \$ | 104.00 | \$ | - |
| PB19-0170 | Utility Misc. | Residential | U | 5 | B | 400 Sq Ft | \$ | 40.00 | \$ | 40.00 | \$ | - |
| PB19-0171 | Utility Misc. | Residential | U | 5 | B | 336 Sq Ft | \$ | 34.00 | \$ | 33.60 | \$ | 0.40 |
| PB19-0172 | Utility Misc. | Residential | U | 5 | B | 1200 Sq Ft | \$ | 120.00 | \$ | 120.00 | \$ | - |
| PB19-0178 | Utility Misc. | Residential | U | 5 | B | 2592 Sq Ft | \$ | 259.00 | \$ | 259.20 | \$ | (0.20) |
| PB19-0183 | Utility Misc. | Residential | U | 5 | B | 1152 Sq Ft | \$ | 115.00 | \$ | 115.20 | \$ | (0.20) |
| PB19-0184 | Utility Misc. | Residential | U | 5 | B | 1152 Sq Ft | \$ | 115.00 | \$ | 115.20 | \$ | (0.20) |
| PB19-0185 | Utility Misc. | Residential | U | 5 | B | 1504 Sq Ft | \$ | 150.00 | \$ | 150.40 | \$ | (0.40) |
| PB19-0197 | Utility Misc. | Residential | U | 5 | B | 1140 Sq Ft | \$ | 114.00 | \$ | 114.00 | \$ | - |
| PB19-0198 | Utility Misc. | Residential | U | 5 | B | 624 Sq Ft | \$ | 62.00 | \$ | 62.40 | \$ | (0.40) |
| PB19-0200 | Utility Misc. | Residential | U | 5 | B | 240 Sq Ft | \$ | 24.00 | \$ | 24.00 | \$ | - |
| PB19-0201 | Utility Misc. | Residential | U | 5 | B | 280 Sq Ft | \$ | 28.00 | \$ | 28.00 | \$ | - |
| PB19-0205 | Utility Misc. | Residential | U | 5 | B | 1344 Sq Ft | \$ | 134.00 | \$ | 134.40 | \$ | (0.40) |
| PB19-0206 | Utility Misc. | Residential | U | 5 | B | 768 Sq Ft | \$ | 77.00 | \$ | 76.80 | \$ | 0.20 |
| PB19-0207 | Alt,Enlarge,Repair | Residential | U | 5 | B | 784 Sq Ft | \$ | 78.00 | \$ | 78.40 | \$ | (0.40) |
| PB19-0212 | Utility Misc. | Residential | U | 5 | B | 2560 Sq Ft | \$ | 256.00 | \$ | 256.00 | \$ | - |
| PB19-0217 | Alt,Enlarge,Repair | Residential | U | 5 | B | 720 Sq Ft | \$ | 72.00 | \$ | 72.00 | \$ | - |
| PB19-0220 | Utility Misc. | Residential | U | 5 | B | 1200 Sq Ft | \$ | 120.00 | \$ | 120.00 | \$ | - |
| PB19-0222 | Alt,Enlarge,Repair | Residential | U | 5 | B | 384 Sq Ft | \$ | 38.00 | \$ | 38.40 | \$ | (0.40) |
| PB19-0224 | Utility Misc. | Residential | U | 5 | B | 1792 Sq Ft | \$ | 179.00 | \$ | 179.20 | \$ | (0.20) |
| PB19-0227 | Utility Misc. | Residential | U | 5 | B | 780 Sq Ft | \$ | 78.00 | \$ | 78.00 | \$ | - |
| PB19-0283 | Utility Misc. | Residential | U | 5 | B | 624 Sq Ft | \$ | 62.00 | \$ | 62.40 | \$ | (0.40) |
| PB19-0303 | Alt,Enlarge,Repair | Residential | u | 5 | B | 320 Sq Ft | \$ | 32.00 | \$ | 32.00 | \$ | - |
| PB19-0312 | New | Residential | U | 5 | B | 1960 Sq Ft | \$ | 196.00 | \$ | 196.00 | \$ | - |
| PB19-0417 | Alt,Enlarge,Repair | Residential | U | 5 | B | 864 Sq Ft | \$ | 86.00 | \$ | 86.40 | \$ | (0.40) |

| | | | | | | | | | | | | | |
|----------------------|------------------------------------|------------------------|----------------|--------------|--------------|------|------------------|---------------|------------------------|---------------|--------------|---------------|-------------------|
| PB19-0423 | Alt,Enlarge,Repair | Residential | U | 5 | B | 300 | Sq Ft | \$ | 30.00 | \$ | 30.00 | \$ | - |
| PB19-0436 | Utility Misc. | Residential | U | 5 | B | 1200 | Sq Ft | \$ | 120.00 | \$ | 120.00 | \$ | - |
| PB19-0444 | Alt,Enlarge,Repair | Residential | U | 5 | B | 512 | Sq Ft | \$ | 51.00 | \$ | 51.20 | \$ | (0.20) |
| PB19-0472 | Alt,Enlarge,Repair | Residential | U | 5 | B | 240 | Sq Ft | \$ | 24.00 | \$ | 24.00 | \$ | - |
| PB19-0497 | Alt,Enlarge,Repair | Residential | U | 5 | B | 480 | Sq Ft | \$ | 48.00 | \$ | 48.00 | \$ | - |
| PB19-0503 | Utility Misc. | Residential | U | 5 | B | 960 | Sq Ft | \$ | 96.00 | \$ | 96.00 | \$ | - |
| PB19-0115 | Utility Misc. | Residential | U | 5 | B | 1216 | Sq Ft | \$ | 121.00 | \$ | 121.60 | \$ | (0.60) |
| PB19-0047 | Utility Misc. | Commercial | U | 5 | B | 4320 | Sq Ft | \$ | 432.00 | \$ | 432.00 | \$ | - |
| PB19-0058 | Alt,Enlarge,Repair | Commercial | U | 5 | B | 72 | Sq Ft | \$ | 8.00 | \$ | 7.20 | \$ | 0.80 |
| PB19-0149 | Utility Misc. | Commercial | U | 5 | B | 2850 | Sq Ft | \$ | 285.00 | \$ | 285.00 | \$ | - |
| PB19-0285 | Utility Misc. | Commercial | U | 5 | B | 3600 | Sq Ft | \$ | 360.00 | \$ | 360.00 | \$ | - |
| PB19-0298 | Alt,Enlarge,Repair | Commercial | U | 5 | B | 1456 | Sq Ft | \$ | 146.00 | \$ | 145.60 | \$ | 0.40 |
| PB19-0514 | Sign | Commercial | U | 5 | B | | Sq Ft | \$ | 13.00 | \$ | - | \$ | 13.00 |
| PB19-0042 | PB17-0217 includes fees | Commercial | N/A | | | | Sq Ft | \$ | _____ | \$ | - | \$ | - |
| PB19-0043 | PB17-0217 includes fees | Commercial | N/A | | | | Sq Ft | \$ | _____ | \$ | - | \$ | - |
| PB19-0089 | Alt,Enlarge,Repair | Commercial | N/A | | | | Sq Ft | \$ | _____ | \$ | - | \$ | - |
| PB19-0100 | General Req- | Commercial | N/A | | | | Sq Ft | \$ | _____ | \$ | - | \$ | - |
| PB19-0121 | Alt,Enlarge,Repair | Commercial | N/A | | | | Sq Ft | \$ | _____ | \$ | - | \$ | - |
| PB19-0131 | Alt,Enlarge,Repair | Commercial | | | | | Sq Ft | \$ | _____ | \$ | - | \$ | - |
| PB19-0016 | Alt,Enlarge,Repair | Commercial | | | | | Sq Ft | \$ | _____175.00 | \$ | - | \$ | 175.00 |
| PB19-0498 | Alt,Enlarge,Repair | Commercial | U | 5 | B | 7500 | Cost | \$ | 50.00 | \$ | 22.50 | \$ | 27.50 |
| PB19-0502 | Alt,Enlarge,Repair | Commercial | U | 5 | B | 7500 | Cost | \$ | 50.00 | \$ | 22.50 | \$ | 27.50 |
| PB19-0338 | No-Transaction- | Enforcement | U | 5 | B | | Sq Ft | \$ | _____ | \$ | - | \$ | - |
| | | | | | | | | | | \$ | - | | |
| PB19-0047 | Utility Misc. | Commercial | U | 5 | B | 4320 | Sq Ft | \$ | 432.00 | \$ | 432.00 | \$ | - |
| PB19-0058 | Alt,Enlarge,Repair | Commercial | U | 5 | B | 72 | Sq Ft | \$ | 8.00 | \$ | 7.20 | \$ | 0.80 |
| PB19-0149 | Utility Misc. | Commercial | U | 5 | B | 2850 | Sq Ft | \$ | 285.00 | \$ | 285.00 | \$ | - |
| PB19-0285 | Utility Misc. | Commercial | U | 5 | B | 3600 | Sq Ft | \$ | 360.00 | \$ | 360.00 | \$ | - |
| PB19-0298 | Alt,Enlarge,Repair | Commercial | U | 5 | B | 1456 | Sq Ft | \$ | 146.00 | \$ | 145.60 | \$ | 0.40 |
| PB19-0514 | Sign | Commercial | U | 5 | B | | Sq Ft | \$ | 13.00 | \$ | - | \$ | 13.00 |
| PB19-0042 | PB17-0217 includes fees | Commercial | N/A | | | | Sq Ft | \$ | _____ | \$ | - | \$ | - |
| PB19-0043 | PB17-0217 includes fees | Commercial | N/A | | | | Sq Ft | \$ | _____ | \$ | - | \$ | - |
| PB19-0089 | Alt,Enlarge,Repair | Commercial | N/A | | | | Sq Ft | \$ | _____ | \$ | - | \$ | - |
| PB19-0100 | General Req- | Commercial | N/A | | | | Sq Ft | \$ | _____ | \$ | - | \$ | - |
| PB19-0121 | Alt,Enlarge,Repair | Commercial | N/A | | | | Sq Ft | \$ | _____ | \$ | - | \$ | - |
| PB19-0131 | Alt,Enlarge,Repair | Commercial | | | | | Sq Ft | \$ | _____ | \$ | - | \$ | - |
| PB19-0016 | Alt,Enlarge,Repair | Commercial | | | | | Sq Ft | \$ | _____175.00 | \$ | - | \$ | 175.00 |
| PB19-0498 | Alt,Enlarge,Repair | Commercial | U | 5 | B | 7500 | Cost | \$ | 50.00 | \$ | 750.00 | \$ | (700.00) |
| PB19-0502 | Alt,Enlarge,Repair | Commercial | U | 5 | B | 7500 | Cost | \$ | 50.00 | \$ | 750.00 | \$ | (700.00) |

| | | | | | | | | | | | |
|-----------|-----------------|-------------|---|---|---|-------|----|----|---|----|----------|
| PB19-0338 | No Transaction- | Enforcement | U | 5 | B | Sq Ft | \$ | \$ | - | \$ | - |
| | | | | | | | | | | \$ | (945.50) |

| Permits | Category | Use Code | Current | | Recommended | | Fee Difference | | | | |
|----------------------|---------------------|-----------------------|----------------|----------|-------------|------------------|----------------|---------------|---------------|--------------|------|
| | | | Fee Rate | Fee Rate | Fee Rate | Fee Rate | | | | | |
| PB19-0007 | Sign | Commercial | U | 5 | B | 294 Sq Ft | \$ 29.00 | \$ 29.40 | \$ (0.40) | | |
| PB19-0027 | Sign | Commercial | U | 5 | B | 15 Sq Ft | \$ 2.00 | \$ 1.50 | \$ 0.50 | | |
| PB19-0033 | Sign | Commercial | U | 5 | B | 40 Sq Ft | \$ 4.00 | \$ 4.00 | \$ - | | |
| PB19-0081 | Sign | Commercial | U | 5 | B | 42 Sq Ft | \$ 4.00 | \$ 4.20 | \$ (0.20) | | |
| PB19-0119 | Sign | Commercial | U | 5 | B | 15 Sq Ft | \$ 2.00 | \$ 1.50 | \$ 0.50 | | |
| PB19-0188 | Sign | Commercial | U | 5 | B | 122 Sq Ft | \$ 13.00 | \$ 12.20 | \$ 0.80 | | |
| PB19-0243 | Sign | Commercial | U | 5 | B | 16 Sq Ft | \$ 2.00 | \$ 1.60 | \$ 0.40 | | |
| PB19-0244 | Sign | Commercial | U | 5 | B | 40 Sq Ft | \$ 4.00 | \$ 4.00 | \$ - | | |
| PB19-0259 | Sign | Commercial | U | 5 | B | 122 Sq Ft | \$ 13.00 | \$ 12.20 | \$ 0.80 | | |
| PB19-0261 | Sign | Commercial | U | 5 | B | 9 Sq Ft | \$ 1.00 | \$ 0.90 | \$ 0.10 | | |
| PB19-0276 | Sign | Commercial | U | 5 | B | 36 Sq Ft | \$ 4.00 | \$ 3.60 | \$ 0.40 | | |
| PB19-0282 | Sign | Commercial | U | 5 | B | 45 Sq Ft | \$ 5.00 | \$ 4.50 | \$ 0.50 | | |
| PB19-0300 | Sign | Commercial | U | 5 | B | 52 Sq Ft | \$ 5.00 | \$ 5.20 | \$ (0.20) | | |
| PB19-0327 | Sign | Commercial | U | 5 | B | 148 Sq Ft | \$ 15.00 | \$ 14.80 | \$ 0.20 | | |
| PB19-0335 | Sign | Commercial | U | 5 | B | 300 Sq Ft | \$ 30.00 | \$ 30.00 | \$ - | | |
| PB19-0336 | Sign | Commercial | U | 5 | B | 558 Sq Ft | \$ 56.00 | \$ 55.80 | \$ 0.20 | | |
| PB19-0337 | Sign | Commercial | U | 5 | B | 528 Sq Ft | \$ 53.00 | \$ 52.80 | \$ 0.20 | | |
| PB19-0395 | Sign | Commercial | U | 5 | B | 30 Sq Ft | \$ 3.00 | \$ 3.00 | \$ - | | |
| PB19-0421 | Sign | Commercial | U | 5 | B | 186.6 Sq Ft | \$ 19.00 | \$ 18.66 | \$ 0.34 | | |
| PB19-0439 | Sign | Commercial | U | 5 | B | 80 Sq Ft | \$ 8.00 | \$ 8.00 | \$ - | | |
| PB19-0479 | Sign | Commercial | U | 5 | B | 168 Sq Ft | \$ 17.00 | \$ 16.80 | \$ 0.20 | | |
| PB19-0499 | Sign | Commercial | U | 5 | B | 24 Sq Ft | \$ 2.00 | \$ 2.40 | \$ (0.40) | | |
| PB19-0177 | Sign | Commercial | N/A | | | Sq Ft | \$ | \$ | \$ | - | |
| PB19-0251 | Canceled | Commercial | | | | Sq Ft | \$ | \$ | \$ | - | |
| | | | | | | | | | | \$ | 3.94 |

| Permits | Category | Use Code | Current | | Recommended | | Fee Difference | | | |
|-----------|--------------------|------------|----------|----------|-------------|----------|----------------|-------------|-------------|-------------|
| | | | Fee Rate | Fee Rate | Fee Rate | Fee Rate | | | | |
| PB19-0128 | Alt,Enlarge,Repair | Commercial | S | 1 | 2 | B | 8700 Sq Ft | \$ 1,914.00 | \$ 1,914.00 | \$ - |
| PB19-0165 | New | Commercial | S | 1 | 2 | B | 6000 Sq Ft | \$ 1,320.00 | \$ 1,320.00 | \$ - |
| PB19-0288 | Utility Misc. | Commercial | S | 1 | 5 | B | 3600 Sq Ft | \$ 684.00 | \$ 792.00 | \$ (108.00) |
| PB19-0357 | Utility Misc. | Commercial | S | 1 | 5 | B | 3200 Sq Ft | \$ 608.00 | \$ 704.00 | \$ (96.00) |
| PB19-0135 | Alt,Enlarge,Repair | Commercial | S | 1 | 5 | B | 6854 Sq Ft | \$ 1,302.00 | \$ 1,507.88 | \$ (205.88) |
| PB19-0153 | New | Commercial | S | 1 | 5 | B | 7200 Sq Ft | \$ 1,368.00 | \$ 1,584.00 | \$ (216.00) |
| PB19-0242 | Alt,Enlarge,Repair | Commercial | S | 1 | 5 | B | 3036 Sq Ft | \$ 577.00 | \$ 667.92 | \$ (90.92) |

| | | | | | | | | | | |
|-----------|--------------------|------------|---|---|---|------------|-------------|-------------|--------------------|-------------|
| PB19-0211 | Alt,Enlarge,Repair | Commercial | S | 1 | 5 | B | 3238 Sq Ft | \$ 615.00 | \$ 712.36 | \$ (97.36) |
| PB19-0064 | Com. Utility Misc. | Commercial | S | 2 | 2 | B | 7140 Sq Ft | \$ 1,571.00 | \$ 1,570.80 | \$ 0.20 |
| PB19-0354 | Utility Misc. | Commercial | S | 2 | 2 | B | 4800 Sq Ft | \$ 1,056.00 | \$ 1,056.00 | \$ - |
| PB19-0023 | New | Commercial | S | 2 | 2 | B | 4800 Sq Ft | \$ 1,056.00 | \$ 1,056.00 | \$ - |
| PB19-0024 | New | Commercial | S | 2 | 2 | B | 7140 Sq Ft | \$ 1,571.00 | \$ 1,570.80 | \$ 0.20 |
| PB19-0063 | Alt,Enlarge,Repair | Commercial | S | 2 | 2 | B | 4800 Sq Ft | \$ 1,056.00 | \$ 1,056.00 | \$ - |
| PB19-0352 | New | Commercial | S | 2 | 2 | B | 4800 Sq Ft | \$ 1,056.00 | \$ 1,056.00 | \$ - |
| PB19-0353 | Utility Misc. | Commercial | S | 2 | 5 | B | 14400 Sq Ft | \$ 2,736.00 | \$ 3,168.00 | \$ (432.00) |
| PB19-0218 | Alt,Enlarge,Repair | Commercial | S | 2 | 5 | B | 1656 Sq Ft | \$ 315.00 | \$ 364.32 | |
| PB19-0143 | New | Commercial | U | 2 | B | 1600 Sq Ft | \$ 912.00 | \$ 352.00 | \$ 560.00 | |
| | | | | | | | | | \$ (685.76) | |

Total Difference

\$ (1,475.02)

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

| | |
|---|--------------------------|
| AGENDA ITEM: | AGENDA DATE: |
| 911 Memorandum of Understanding | June 23, 2020 |
| AGENDA PLACEMENT: | ACTION REQUESTED: |
| Committee Reports Budget & Finance Committee Recommendations, Item 2. | Motion to Approve |
| STAFF CONTACT(S): | ATTORNEY REVIEW: |
| Rachel Frisch, County Administrator | No |

BACKGROUND/DISCUSSION:

In order to provide the necessary 911 services for Otsego County citizens, the County of Otsego has contracted with the Michigan Department of State Police (the "Department"). The previous agreement expired and is open for renewal. The new agreement will provide services for fiscal years 2020 through 2025. A schedule of fees is outlined in Attachment A of the proposed agreement renewal. The Department will continue to operate the Gaylord Regional Communication Center as the Primary Public Safety Answering Point for the Otsego County E9-1-1 service district.

RECOMMENDATION:

The Budget and Finance Committee requests approval of the proposed Memorandum of Understanding between the Michigan Department of State Police and the County of Otsego.

MEMORANDUM OF UNDERSTANDING
between
The Michigan Department of State Police and
the County of Otsego

I. Purpose

This Memorandum of Understanding is entered into the ____ day of _____, 20__, by and between the County of Otsego, whose address is 225 W. Main Street, Gaylord, Michigan 49735, hereinafter referred to as "COUNTY," and the Michigan Department of State Police, whose address is 7150 Harris Drive, Dimondale, Michigan 48821, hereinafter referred to as "DEPARTMENT." This agreement is entered into for the purpose of establishing and defining the rights and obligations of the above parties with regard to the designation of the Gaylord Regional Communication Center (RCC) as the Primary Public Safety Answering Point (PSAP) for the Otsego County E9-1-1 Service District.

II. Operations

1. Subject to the provisions of this agreement, the DEPARTMENT will operate the Gaylord RCC as the Primary PSAP for the COUNTY in accordance with the provisions of Michigan Public Act 32 of 1986 as amended.
2. The DEPARTMENT agrees to provide dispatching services for the State Police, Sheriff Department, and other public safety agencies within the County E9-1-1 Service District that utilize the Gaylord RCC upon the effective date of this agreement. Any additional public safety agencies within the COUNTY that wish to be added at a later date will be considered, depending on the dispatch method available to those agencies and the compatibility of those dispatch methods to the Gaylord RCC operation.
3. The DEPARTMENT agrees to accept calls initiated by any device capable of accessing, connecting with, or interfacing with a 9-1-1 system exclusively through the numerals 9-1-1, by dialing, initializing, or otherwise activating the 9-1-1 system through the numerals 9-1-1 by means of a local telephone device, cellular telephone device, wireless communications device, or interconnected voice over the internet device.
4. The DEPARTMENT agrees to have at least one device available for receiving calls for service from hearing or speech impaired persons.
5. The COUNTY agrees to maintain the Master Street Address Guide and provide digital maps which shall include, at a minimum, street names, the range of address numbers on each street, the names of each community in the service district, and the emergency service zone of each service user. Updated maps shall be provided at least annually and in a format compatible with the equipment in use by the DEPARTMENT.

III. Staffing

1. Staffing of the Gaylord RCC shall consist of DEPARTMENT personnel, with staffing levels determined by the DEPARTMENT.
2. The DEPARTMENT agrees to staff the Gaylord RCC 24 hours per day, 365 days a year. In the event circumstances require evacuation of the Gaylord RCC, PSAP and dispatch duties shall be transferred to the backup PSAP as pre-designated by the COUNTY.

IV. Funding

1. Except as otherwise provided in this agreement, the COUNTY shall provide the DEPARTMENT funding for those costs attributable to the operation of Gaylord RCC as their Primary PSAP.
2. The DEPARTMENT shall invoice the COUNTY for their portion of operational costs as detailed in Attachment A: Schedule of Dispatch Fees. The fiscal year is identified as October 1st through September 30th. Payments are to be made bi-annually and are due on February 1st and August 1st of each year. This agreement will be effectively backdated to January 1st, 2020 for Gaylord RCC services rendered which have continued without interruption.
3. The DEPARTMENT and the COUNTY may mutually agree to adjustments to the Schedule of Dispatch Fees in the event of a significant change to those costs attributable to the operation of Gaylord Regional Communication Center as their Primary PSAP.
4. The COUNTY shall set aside a minimum of \$5,000 per year in a separate Gaylord RCC Equipment Account that shall be used exclusively for equipment and operational needs pertaining to 9-1-1 dispatching at the Gaylord RCC. Any monies in this account that are unused in a fiscal year shall roll over into the next year and be cumulative with that year's monies. The Equipment Account is in addition to the operational costs paid to the DEPARTMENT and shall not be credited toward that obligation.

Requests for access to funds from the Equipment Account shall be made to the Otsego County 911 Board and shall only be granted upon approval of the board, or by the Board Chairperson in the event of an emergency.

5. The COUNTY understands that 9-1-1 dispatching involves the use of specialized technical equipment and that Federal Communications Commission Regulations and Federal and Michigan law are constantly changing to take into account emerging technologies. If additional specialized equipment is needed at Gaylord RCC to provide 9-1-1 dispatch capabilities and the Equipment Account does not contain adequate funds, the DEPARTMENT may request additional monies. These requests shall be made through the Otsego County 911 Board to the COUNTY. The COUNTY has full discretion to act upon this request, however the DEPARTMENT is not obligated to fund the purchase of any equipment required solely for the purpose to support COUNTY 9-1-1 dispatch operations.
6. It is understood and mutually agreed that the DEPARTMENT shall be the owner of record for all equipment and software purchased entirely or jointly under this agreement. In the event the DEPARTMENT relocates its operations for any reason, the DEPARTMENT shall retain ownership. Equipment purchased entirely by the COUNTY shall remain with the COUNTY.
7. It is understood and mutually agreed that the DEPARTMENT has billed the COUNTY at the rate as outlined in the prior Memo of Understanding for the first six (6) months of calendar year 2020 in the amount of \$246,222 for services provided during those six (6) months. The COUNTY will then be billed at a rate equal to one half of the calendar year 2020 total cost as outlined in attachment A: Schedule of Dispatch Fees in the amount of \$277,465 for the remainder of services provided during calendar year 2020 in accordance with this Memo of Understanding as signed.

V. Term of Agreement

This agreement shall begin on _____, 20__, and commence for a period of six years.

VI. Modification or Termination of Agreement

1. This agreement may be amended by mutual consent of both parties at any time. Amendments to this agreement shall be in writing and signed by both parties or their authorized representatives.
2. This agreement may be terminated with or without cause or justification by either party upon thirty (30) days written notice, or earlier as the parties may agree.
3. If termination of this agreement requires physical relocation of PSAP operations, the date of termination may be extended one hundred twenty (120) days. Such extension shall not be unreasonably denied by either party.
4. Written communication regarding this agreement shall be sent to:

For the COUNTY:

Ms. Rachel Frisch
Otsego County Administrator
225 W. Main Street, Room 203
Gaylord, Michigan 49735

For the DEPARTMENT

Intelligence Operations Division
Michigan State Police
7150 Harris Dr
Dimondale, MI 48821

VII. Execution

County of

Michigan Department of State Police

Ms. Rachel Frisch, Chairperson
Otsego County 9-1-1 Board

Capt. Troy Allen, Commander
Intelligence Operations Division

Dated: _____

Dated: _____

Mr. Ken Borton, Chairperson
Otsego County Board of Commissioners

Dated: _____

Attachment A: Schedule of Dispatch Fees

| | Personnel Costs 5 FTEs | Management and Administrative Services | CAD Maintenance and Licensing¹ | Total Costs |
|------|---------------------------------------|---|--|--------------------|
| FY20 | \$522,730 | \$19,000 | \$13,200 | \$554,930 |
| FY21 | \$535,470 | \$19,000 | \$13,200 | \$567,670 |
| FY22 | \$544,030 | \$19,000 | \$13,200 | \$576,230 |
| FY23 | \$552,760 | \$19,000 | \$13,200 | \$584,960 |
| FY24 | \$563,810 | \$19,000 | \$13,200 | \$596,010 |
| FY25 | \$575,090 | \$19,000 | \$13,200 | \$607,290 |

¹ The COUNTY agrees to reimburse the DEPARTMENT \$13,200, or \$6,600 each, for the licensing and maintenance of two CAD workstations.

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

| | |
|---|---|
| AGENDA ITEM: Budget Amendment: Aircraft Monument Protective Barrier Material | AGENDA DATE: June 23, 2020 |
| AGENDA PLACEMENT: Committee Reports Budget & Finance Committee Recommendations, Item 3. | ACTION REQUESTED: Motion to Approve |
| STAFF CONTACT(S): Rachel Frisch, County Administrator Mel Maier, Finance Director | ATTORNEY REVIEW: No |

BACKGROUND/DISCUSSION:

As part of the Airport's community outreach, a donated aircraft has been placed as a landmark facing Dickerson Road. In an effort to update the protection and align with the monument's aesthetics, a budget amendment in the amount of \$900 within the Airport Special Projects fund is proposed. The proposed budget amendment would pull \$900 from the Airport's Special Events Fund's fund balance and provide the updates for the monument.

RECOMMENDATION:

The Budget and Finance Committee requests approval of the proposed budget amendment within the Airport's Special Events fund.

History: This \$1.8 million dollar jet operated out of Otsego County for many years and has been featured in our airport logo since 2011. The aircraft was fully stripped of its internal parts but has a fuselage salvage value of \$20K+. The aircraft was donated to Otsego County in 2018 as an ornate entry to the airport and the airshow. The aircraft is treated as a piece of county landscape or equipment and has become an iconic directional landmark in the community. Although covered by our insurance like a county vehicle there would be no practical way to replace the aircraft if damaged by a car or vehicle. In 2019 a car jumped the curb and hit the airport fence 35 yards from the aircraft. At present we have a combination of attractive wooden barricade seats and unsightly concrete blocks. This was a quick fix with winter seating in and the risk of out of town snowmobilers and cars on ice roads potentially hitting the aircraft.

Transportation Committee: Voted on 6/11/20 to allocate \$900 of the \$55K still remaining airshow funds to allow us to better and more aesthetically protect the aircraft not only for the above mentioned reasons but to be the cornerstone of a new community outreach project in 2021 and beyond.

Mission: Promote Aviation to new generations and to keep the connection to the community which was hard earned with the airshow.

Objective: Develop the property on the corner of Van Tyle and Dickerson road to work as the site of a future STEM Day, Science, Technology, Engineering & Math event to help promote aviation to new generations!



OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

| | |
|---|---|
| AGENDA ITEM: Budget Amendment: Completion of Courthouse Windows & Paint Punch List | AGENDA DATE: June 23, 2020 |
| AGENDA PLACEMENT: Committee Reports Budget & Finance Committee Recommendations, Item 4. | ACTION REQUESTED: Motion to Approve |
| STAFF CONTACT(S): Rachel Frisch, County Administrator Mel Maier, Finance Director | ATTORNEY REVIEW: No |

BACKGROUND/DISCUSSION:

The Courthouse Restoration project which included new windows and paint was budgeted in the County's 2019 fiscal year. At the end of 2019, a portion of the project was not complete. With the project now complete in the County's 2020 fiscal year, a budget amendment is required to pull the unspent dollars from 2019 from the capital project's fund balance. The total budget amendment is \$6,017.

RECOMMENDATION:

The Budget and Finance Committee requests approval of the proposed Capital Projects Fund budget amendment in the amount of \$6,017.

**OTSEGO COUNTY
Board of Commissioners**



Otsego
COUNTY
M I C H I G A N

EXECUTIVE SUMMARY

| | |
|---|---|
| AGENDA ITEM: Budget Amendment: Courts COVID Equipment | AGENDA DATE: June 23, 2020 |
| AGENDA PLACEMENT: Committee Reports Budget & Finance Committee Recommendations, Item 5. | ACTION REQUESTED: Motion to Approve |
| STAFF CONTACT(S): Rachel Frisch, County Administrator Mel Maier, Finance Director | ATTORNEY REVIEW: No |

BACKGROUND/DISCUSSION:

In direct response to COVID-19, the County Courts need to add protective barriers. The Courts have proposed a budget amendment within the Courthouse Restoration fund to pull \$5,000 from available fund balance for plexiglass and kiosks.

RECOMMENDATION:

The Budget and Finance Committee requests approval of the proposed budget amendment within the Courthouse Restoration fund.



**OTSEGO COUNTY
BUDGET AMENDMENT**

FUND/DEPARTMENT: Courthouse Restoration

As provided for in the Uniform Budget and Accounting Act of 1978, as amended, and consistent with Otsego County Policy, the Administrator and Finance Director are hereby authorized to record the following adjustments to the budget.

Fund Type: General Special Revenue Debt Service Capital Project Business-Type (Enterprise or Internal Svc)

DESCRIPTION COVID safety equipment

REVENUE

| Account Number | Decrease | Increase |
|--|----------|----------|
| 497-030-400.001 Budgeted Use of Fund Balance | \$ | \$ 5,000 |
| | \$ | \$ |
| | \$ | \$ |
| | \$ | \$ |
| Total | \$ | \$ 5,000 |

EXPENDITURE

| Account Number | Increase | Decrease |
|---------------------------------------|----------|----------|
| 497-901-970.300 Property-Improvements | \$ 5,000 | \$ |
| | \$ | \$ |
| | \$ | \$ |
| | \$ | \$ |
| | \$ | \$ |
| | \$ | \$ |
| Total | \$ 5,000 | \$ |

Department Head Signature

Date

Administrator's Signature

Date

| |
|---------------------------|
| Finance Department |
| Entered: |
| By: |

Board Approval Date (if necessary)

Budget Adjustment #

Posting Number

OTSEGO COUNTY
Board of Commissioners



Otsego
COUNTY
M I C H I G A N

EXECUTIVE SUMMARY

| | |
|--|---|
| AGENDA ITEM: Safety Barriers for Work Spaces | AGENDA DATE: June 23, 2020 |
| AGENDA PLACEMENT: Committee Reports Budget & Finance Committee Recommendations, Item 6. | ACTION REQUESTED: Motion to Approve |
| STAFF CONTACT(S): Rachel Frisch, County Administrator Chris Churches, Director of Planning & Zoning, Capital Projects & Grants | ATTORNEY REVIEW: No |

BACKGROUND/DISCUSSION:

In direct response to COVID-19, the County needs to add protective barriers. An analysis of the Clerk, Register of Deeds, Administration, Housing/Veterans, Treasurers and Animal Control Department was done. A combination of permanent and temporary dividers was determined to fit the needs of safety while aligning with County goals. The recommended proposal includes permanent dividers for the Clerk and Register of Deeds Departments and temporary dividers for the Administration, Housing/Veterans, Treasurers and Animal Control Departments. Total estimated cost for the project is \$7,019, which would include the use of vendors Phoenix Cabinets and Tops LLC and Rick Rabideau.

RECOMMENDATION:

The Budget and Finance Committee requests approval of the proposed barriers for the aforementioned departments.

OTSEGO COUNTY

Plexiglass Dividers Cost Comparison

| Department | Phoenix Temporary Dividers | | Rabideau Permanent Dividers | |
|--------------------|----------------------------|-----------|-----------------------------|-------------|
| | Dividers | Cost | Dividers | Cost |
| Clerk | 2ea 4' x 3' | \$ 336.00 | 3' x 8' & 42" Window | \$ 2,400.00 |
| ROD | 3' x 5' & 3' x 4' | \$ 378.00 | 5' x 3' & 3' x 4' | \$ 1,925.00 |
| Administration* | 2ea @ 3'x3' | \$ 252.00 | 2ea @ 3'x3' & Windows | \$ 2,700.00 |
| Housing / Veterans | 6' x 3' | \$ 252.00 | 6' x 4' | \$ 1,600.00 |
| Animal Control | 2ea @ 4'x3' | \$ 336.00 | 2ea @ 4'x3' | \$ 1,500.00 |
| Treasurers | 3ea @ 4'x3' | \$ 504.00 | N/A | \$ - |
| | Total: \$ 2,058.00 | | Total: \$ 10,125.00 | |

PHOENIX

- Temporary divider
- More cost effective
- Quick installation

RABIDEAU

- Professional installation and finish
- Better overall protection and coverage, one solid piece of plexiglass
- Permanent - could have upgraded at a later date to have security glass installed

RECOMMENDATION

| Department | Option | Cost |
|--------------------|-----------------------------|--------------------|
| Clerk | Rabideau Permanent Dividers | \$ 2,400.00 |
| ROD | Rabideau Permanent Dividers | \$ 1,925.00 |
| Administration | Phoenix Temporary Dividers | \$ 252.00 |
| Housing / Veterans | Phoenix Temporary Dividers | \$ 252.00 |
| Treasurers* | Phoenix Temporary Dividers | \$ 504.00 |
| Animal Control | Phoenix Temporary Dividers | \$ 336.00 |
| | Subtotal | \$ 5,669.00 |
| | Contingency | \$ 1,000.00 |
| | Shipping Allowance | \$ 350.00 |
| | TOTAL: | \$ 7,019.00 |

*NOTE: At the Treasurers office it is recommended to install a permanent window. Estimated cost of window is between \$5000-7500.00. High cost due to needed engineering verification.

RICK RABIDEAU CONSTRUCTION

2893 KASSUBA ROAD
GAYLORD, MI 49735



(989) 350-3064

Proposal

To: otsego County

| | |
|---------------------------|---------------|
| LICENSE NO. | |
| DATE <u>10-10-2020</u> | JOB PHONE NO. |
| JOB NAME / NO. | |
| JOB LOCATION | |

We hereby submit specifications and estimates for:

> Pricing for Plexiglass enclosers
County Bld

Room 109 - 1-3x8 divider and 42" window 2400⁰⁰
 Room 110 - 1-5x3 divider and 1 3x4 divider 1925⁰⁰
 Room 213 - 1-6x4 divider 1600⁰⁰
 Room 203 - 2-3x3 dividers - 2-3x3 windows 2700⁰⁰

Alpine Center

Courts - 2-4x4 dividers 1900⁰⁰
 MSU - 1-4x4 divider 1150⁰⁰

Room 107 - County Treasure - Need Architect because it is
 Bearing wall -

All Bids with Dark Bronze Supports - Fasteners

> with 1/4" plexiglass ANIMATION = 2 EA 4x3 \$1500.00

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be done only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance.

We propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

_____ dollars (\$ 14,675⁰⁰).
 Payment to be made as follows:

You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. Cancellation must be done in writing.

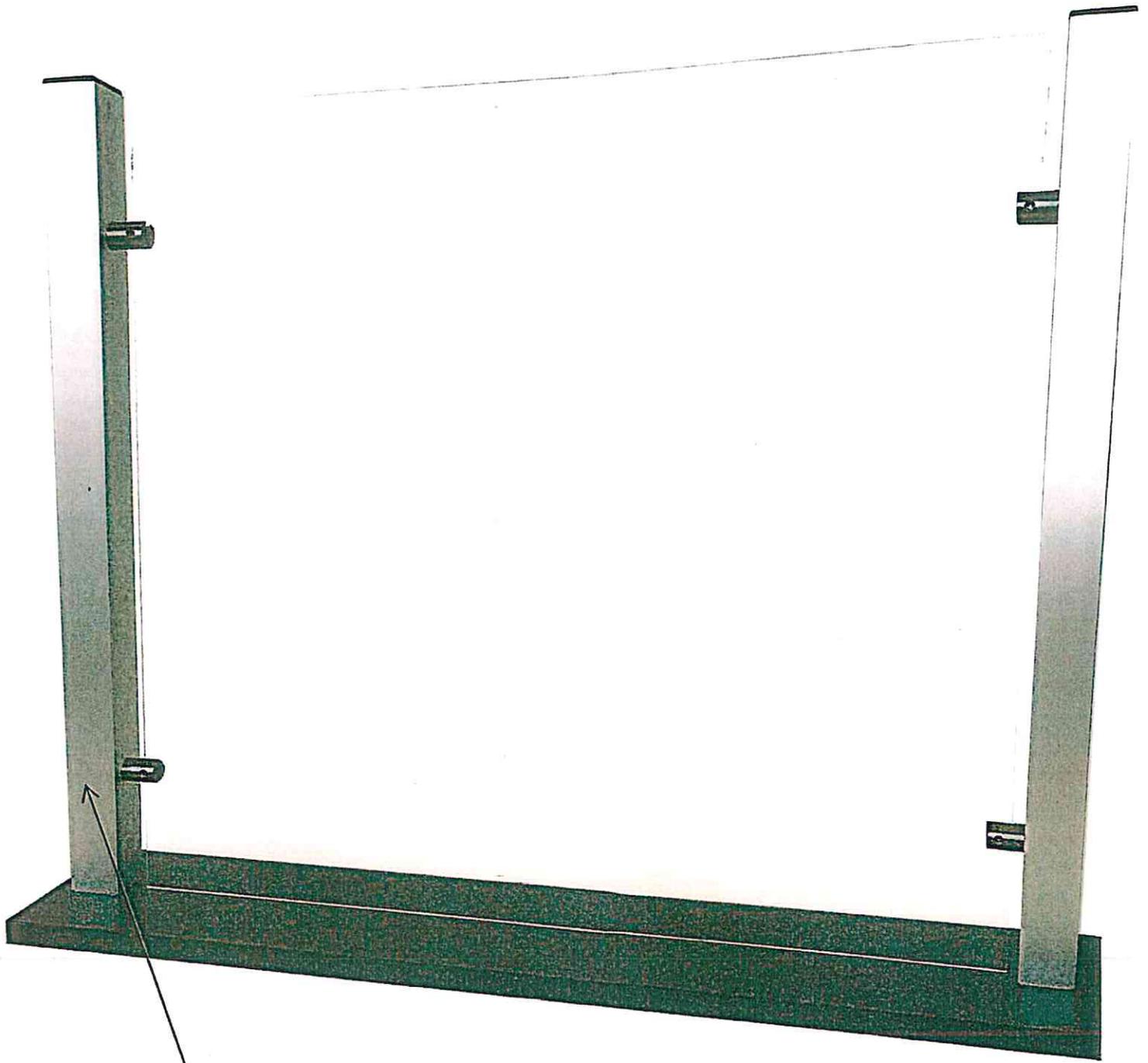
[Signature]
 Authorized Signature

Note: This proposal may be withdrawn by us if not accepted within 60 days.

Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____ Date _____ Signature _____ Date _____

Permanent Divider Design Concept



Rubbed bronze in lieu of silver

PHOENIX CABINETS AND TOPS LLC

Estimate

Sterling Heights, MI 48314
 Sterling Heights, MI 48314

| | |
|-----------|------------|
| Date | Estimate # |
| 6/16/2020 | 1915 |

| |
|------------------------------------|
| Name / Address |
| Otsego County Planning & Zoning |

| |
|----------------|
| Ship To |
| |

| |
|--------------|
| Notes |
| |

| Description | Qty | Cost | Total |
|---|-----|--------------|-------------------|
| Protective Plexiglass Desk Guards Includes 1/4" Clear Freestanding Plexiglass Custom Sizes Includes 5 of 48" W x 35" H Cut Out 21" W x 7" H Total of 5 | 8 | 168.00 | 1,344.00 |
| Shipping Via UPS TBD Need to confirm sizes before shipping cost can be estimated | 1 | 350.00 | 350.00 |
| Protective Plexiglass Desk Guards Includes 1/4" Clear Freestanding Plexiglass Custom Sizes Includes 2 of 35" W x 35" H Cut Out 21" W x 7"H | 2 | 126.00 | 252.00 |
| Protective Plexiglass Desk Guards Includes 1/4" Clear Freestanding Plexiglass Custom Sizes Includes 1 of 60" W x 35" H Cut out 21" W x 7" H | 1 | 210.00 | 210.00 |
| Protective Plexiglass Desk Guards Includes 1/4" Clear Freestanding Plexiglass Custom Sizes Includes 1 of 72" W x 47" H Cut out 21" W x 7" H | 1 | 252.00 | 252.00 |
| All Sales are Considerate Final sales No Returns or Exchanges | | Total | \$2,408.00 |

Customer Signature _____

PHOENIX CABINETS & TOPS

Plexiglass Barriers

PROTECT YOUR EMPLOYEES & PRACTICE SAFE SOCIAL DISTANCING



Protection & Separation

CUSTOM SIZES, DELIVERY & SHIPPING OPTIONS AVAILABLE

Protect your customers and employees while practicing safe social distancing with Plexiglass Barriers and Face Shields. Protection equipment, sneeze guards, splash guards, plastic barriers and counter top protective face shields are essential for

businesses reopen with the new safety standards. Standard sizes are ready to ship or deliver. Delivery or shipping fee may apply.

Standard size is 30" W x 23" H with a 18" W x 7" H. They are freestanding clear ¼" plexiglass. Our standard size is 89.00 plus tax each. Custom orders and sizes available, contact us for more information.

586-254-1450

PLEXIGLASS



Phoenix Cabinets & Tops is now offering 1/4" plexiglass to accommodate your workspace needs.

OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

| | |
|---|---|
| AGENDA ITEM: Budget Amendment: Year End Transfer for Library Financial Statements, Revenue Timing | AGENDA DATE: June 23, 2020 |
| AGENDA PLACEMENT: Committee Reports Budget & Finance Committee Recommendations, Item 7. | ACTION REQUESTED: Motion to Approve |
| STAFF CONTACT(S): Rachel Frisch, County Administrator Mel Maier, Finance Director | ATTORNEY REVIEW: No |

BACKGROUND/DISCUSSION:

The Library Construction project is funded through a specific Library Construction millage. The construction costs have been incurred and paid, but the millage revenue for fiscal years 2021 and 2022 have not yet been collected. As such, there is a timing difference between expenses and revenues that result in a planned temporary deficit within the Construction fund. In order to comply with State statutes, a 2019 year end transfer and budget amendment from the General Fund to the Library Construction in the amount of \$129,500 is needed. The transfer is done at year end and immediately reversed at the beginning of fiscal year 2020.

RECOMMENDATION:

The Budget and Finance Committee requests approval of the proposed budget amendment and transfer between the General Fund and Library Construction fund.

BALANCE SHEET - - BOARD DISCRETIONARY FUNDS - - MAY 31, 2020

| | <u>GENERAL FUND</u> | <u>PUBLIC IMPROVEMENT</u> | <u>BUDGET STABILIZATION</u> | <u>LEGAL DEFENSE</u> | <u>EQUIPMENT FUND</u> |
|---------------------------------------|-------------------------|-------------------------------|---------------------------------|--------------------------|---------------------------|
| ASSETS | | | | | |
| CASH | 281,342.53 | 427,233.51 | 738,766.32 | 25,143.36 | 21,329.65 |
| INVESTMENTS | 1,764,265.66 | 978,656.43 | 764,438.75 | - | - |
| IMPREST CASH | 10,665.00 | - | - | - | - |
| TAXES RECEIVABLE | 462,545.76 | - | - | - | - |
| ACCOUNTS RECEIVABLE | 27,700.92 | 55,191.39 | - | - | - |
| DUE FROM OTHER GOVERNMENTS | - | - | - | - | - |
| DUE FROM STATE | - | - | - | - | - |
| DUE FROM OTHER FUNDS | - | - | - | - | - |
| LONG TERM ADV TO OTHER FDS | - | 9,111.40 | - | - | - |
| LONG TERM ADV TO EMS | - | 376,193.92 | - | - | - |
| POSTAGE INVENTORY | 4,148.43 | - | - | - | - |
| SUPPLIES INVENTORY | 14,565.26 | - | - | - | - |
| PREPAID EXPENSE | - | - | - | - | - |
| TOTAL ASSETS | <u>2,565,233.56</u> | <u>1,846,386.65</u> | <u>1,503,205.07</u> | <u>25,143.36</u> | <u>21,329.65</u> |
| LIABILITIES | | | | | |
| ACCOUNTS PAYABLE | - | - | - | - | - |
| ACCRUED WAGES PAYABLE | - | - | - | - | - |
| DUE TO OTHER FUNDS | - | - | - | - | - |
| DEFERRED REVENUE | 27,859.75 | - | - | - | - |
| TOTAL LIABILITIES | <u>27,859.75</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| FUND BALANCE | | | | | |
| NONSPENDABLE/ASSIGNED/RESTRICTED | 74,021.40 | - | - | - | - |
| UNASSIGNED | 2,463,352.41 | 1,846,386.65 | 1,503,129.40 | 25,143.36 | 21,329.65 |
| TOTAL FUND BALANCE | <u>2,537,373.81</u> | <u>1,846,386.65</u> | <u>1,503,129.40</u> | <u>25,143.36</u> | <u>21,329.65</u> |
| TOTAL LIABS & FUND BALANCE | <u>2,565,233.56</u> | <u>1,846,386.65</u> | <u>1,503,129.40</u> | <u>25,143.36</u> | <u>21,329.65</u> |

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BALANCE SHEET - - BOARD DISCRETIONARY FUNDS - - MAY 31, 2020

| | <u>CAPITAL PROJECTS</u> | <u>DEBT SERVICE</u> | <u>HEALTH CARE</u> |
|---------------------------------------|-----------------------------|-------------------------|------------------------|
| ASSETS | | | |
| CASH | 418,606.99 | - | 96,529.63 |
| RESERVED CASH | 256,832.67 | - | - |
| INVESTMENTS | - | - | 136,698.36 |
| IMPREST CASH | - | - | 2,000.00 |
| TAXES RECEIVABLE | - | - | - |
| ACCOUNTS RECEIVABLE | - | - | 4,883.29 |
| DUE FROM STATE | - | - | - |
| DUE FROM OTHER FUNDS | - | - | - |
| LONG TERM ADV TO OTHER FDS | - | - | - |
| LONG TERM ADV TO EMS | - | - | - |
| POSTAGE INVENTORY | - | - | - |
| SUPPLIES INVENTORY | - | - | - |
| PREPAID EXPENSE | - | - | - |
| TOTAL ASSETS | <u>675,439.66</u> | <u>-</u> | <u>240,111.28</u> |
| LIABILITIES | | | |
| ACCOUNTS PAYABLE | - | - | - |
| ACCRUED WAGES PAYABLE | - | - | - |
| DUE TO OTHER FUNDS | - | - | - |
| DEFERRED REVENUE | - | - | - |
| TOTAL LIABILITIES | <u>-</u> | <u>-</u> | <u>-</u> |
| FUND BALANCE | | | |
| NONSPENDABLE/ASSIGNED/RESTRICTED | - | - | - |
| UNASSIGNED | 675,439.66 | - | 240,111.28 |
| TOTAL FUND BALANCE | <u>675,439.66</u> | <u>-</u> | <u>240,111.28</u> |
| TOTAL LIABS & FUND BALANCE | <u>675,439.66</u> | <u>-</u> | <u>240,111.28</u> |

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**OTSEGO COUNTY - BOARD DISCRETIONARY FUNDS
BUDGET REPORT
YEAR TO DATE THROUGH MAY 31, 2020**

| GL NUMBER | YTD BALANCE 5/31/2019 | 2020 AMENDED BUDGET | YTD BALANCE 5/31/2020 | AVAILABLE BALANCE | % COLLECTED/ SPENT |
|--|--------------------------|---------------------------|--------------------------|----------------------|-----------------------|
| Fund 101 - GENERAL FUND | | | | | |
| Revenues | | | | | |
| 010 - PROPERTY TAXES | 292,674 | 5,479,681 | 337,241 | 5,142,440 | 6.15 |
| 015 - STATE UNRESTRICTED REVENUE | 201,918 | 683,435 | 244,760 | 438,675 | 35.81 |
| 025 - INTEREST EARNINGS | 101,924 | 200,000 | 88,010 | 111,990 | 44.00 |
| 030 - OTHER REVENUE | 2,146 | 295,950 | 36,501 | 259,449 | 12.33 |
| 050 - SPECIAL ITEMS/TRANSFERS | - | - | 129,500 | (129,500) | 100.00 |
| 131 - CIRCUIT COURT | 53,015 | 207,967 | 56,235 | 151,732 | 27.04 |
| 132 - LEIN FEES | 1,765 | 15,500 | 3,781 | 11,719 | 24.40 |
| 133 - DRUG COURT GRANT | 2,179 | 205,114 | 34,784 | 170,331 | 16.96 |
| 134 - RDSS TRANSPORT GRANT | 2,799 | 15,000 | 261 | 14,739 | 1.74 |
| 136 - DISTRICT COURT | 193,050 | 463,855 | 114,589 | 349,266 | 24.70 |
| 145 - JURY COMMISSION | 10,592 | 15,000 | - | 15,000 | - |
| 148 - PROBATE COURT | 50,020 | 189,439 | 71,368 | 118,071 | 37.67 |
| 166 - FAMILY COUNSELING SERVICES | 1,020 | 4,000 | 390 | 3,610 | 9.75 |
| 215 - COUNTY CLERK/ROD | 164,590 | 421,100 | 147,412 | 273,688 | 35.01 |
| 253 - TREASURER | 1,995 | 12,000 | 1,610 | 10,390 | 13.42 |
| 257 - EQUALIZATION | 7,017 | 33,300 | 23,463 | 9,837 | 70.46 |
| 262 - ELECTIONS | - | 15,000 | 113 | 14,887 | 0.75 |
| 267 - PROSECUTOR | 47,467 | 78,000 | 2,845 | 75,155 | 3.65 |
| 268 - CHILD SUPPORT SPECIALIST-PROS ATTY | 16,190 | 60,000 | 10,434 | 49,566 | 17.39 |
| 301 - SHERIFF | 16,662 | 37,294 | 2,561 | 34,733 | 6.87 |
| 302 - SHERIFF - CIVIL DIVISION | 9,854 | 30,000 | 6,811 | 23,189 | 22.70 |
| 303 - SCHOOL RESOURCE OFFICER | 37,420 | 71,130 | 24,173 | 46,957 | 33.98 |
| 304 - ICE GRANT | - | 75,000 | - | 75,000 | - |
| 320 - JUSTICE TRAINING | 792 | 3,000 | 862 | 2,138 | 28.73 |
| 331 - MARINE SAFETY | - | 6,560 | - | 6,560 | - |
| 332 - MOTORCYCLE SAFETY EDUCATION | 5,995 | 66,000 | - | 66,000 | - |
| 333 - SNOWMOBILE GRANT | - | 11,000 | - | 11,000 | - |
| 334 - SECONDARY ROAD PATROL | 42,560 | 40,000 | - | 40,000 | - |
| 336 - OFF-ROAD VEHICLE GRANT | - | 11,000 | - | 11,000 | - |
| 351 - JAIL | 29,863 | 102,500 | 33,367 | 69,133 | 32.55 |
| 427 - EMERGENCY SERVICES | - | 12,493 | - | 12,493 | - |
| 450 - REMONUMENTATION | 17,476 | 40,477 | 16,191 | 24,286 | 40.00 |
| 648 - MEDICAL EXAMINER | 3,000 | 11,760 | 4,900 | 6,860 | 41.67 |
| 682 - VETERANS AFFAIRS | 50,165 | 50,150 | 37,660 | 12,490 | 75.10 |
| 721 - PLANNING / ZONING | 70,138 | 101,935 | 64,149 | 37,786 | 62.93 |
| TOTAL Revenues | 1,434,285 | 9,064,640 | 1,493,971 | 7,570,669 | 16.48 |

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| GL NUMBER | YTD BALANCE 5/31/2019 | 2020 AMENDED BUDGET | YTD BALANCE 5/31/2020 | AVAILABLE BALANCE | % COLLECTED/ SPENT |
|--|--------------------------|---------------------------|--------------------------|----------------------|-----------------------|
| Expenditures | | | | | |
| 101 - COMMISSIONERS | 78,130 | 203,058 | 75,038 | 128,020 | 36.95 |
| 105 - OTHER LEGISLATIVE | 21,410 | 21,429 | 21,410 | 19 | 99.91 |
| 131 - CIRCUIT COURT | 423,323 | 1,305,423 | 407,058 | 898,365 | 31.18 |
| 132 - LEIN FEES | 1,765 | 15,500 | 6,804 | 8,696 | 43.90 |
| 133 - DRUG COURT GRANT | 42,622 | 200,743 | 44,550 | 156,193 | 22.19 |
| 134 - RDSS TRANSPORT GRANT | 3,077 | 15,000 | 234 | 14,766 | 1.56 |
| 136 - DISTRICT COURT | 600 | 5,000 | - | 5,000 | - |
| 145 - JURY COMMISSION | 18,089 | 59,500 | 9,762 | 49,738 | 16.41 |
| 148 - PROBATE COURT | 77,456 | 196,970 | 79,065 | 117,905 | 40.14 |
| 149 - PROBATION/PAROLE | 191 | 1,500 | 177 | 1,323 | 11.77 |
| 166 - FAMILY COUNSELING SERVICES | 484 | 4,000 | 242 | 3,758 | 6.05 |
| 172 - COUNTY ADMINISTRATOR | 35,561 | 142,568 | 71,284 | 71,284 | 50.00 |
| 201 - FINANCE DEPARTMENT | 25,939 | 106,255 | 53,128 | 53,128 | 50.00 |
| 215 - COUNTY CLERK/ROD | 124,979 | 300,691 | 123,105 | 177,586 | 40.94 |
| 223 - EXTERNAL AUDIT | 12,772 | 15,000 | 3,265 | 11,735 | 21.77 |
| 228 - INFORMATION TECHNOLOGY | 43,044 | 105,548 | 41,891 | 63,657 | 39.69 |
| 253 - TREASURER | 63,638 | 118,943 | 46,680 | 72,263 | 39.25 |
| 257 - EQUALIZATION | 87,464 | 215,233 | 72,530 | 142,703 | 33.70 |
| 261 - COOPERATIVE EXTENSION | 29,895 | 62,058 | 29,186 | 32,872 | 47.03 |
| 262 - ELECTIONS | 1,530 | 33,200 | 27,338 | 5,862 | 82.34 |
| 265 - BUILDING AND GROUNDS | 81,250 | 368,522 | 184,261 | 184,261 | 50.00 |
| 267 - PROSECUTOR | 255,772 | 688,764 | 258,206 | 430,558 | 37.49 |
| 268 - CHILD SUPPORT SPECIALIST-PROS ATTY | 24,343 | 65,776 | 12,931 | 52,845 | 19.66 |
| 270 - HUMAN RESOURCES | 22,167 | 86,544 | 43,272 | 43,272 | 50.00 |
| 278 - SURVEYOR | - | 200 | - | 200 | - |
| 280 - OTSEGO CONSERVATION DISTRICT | 4,000 | 4,000 | 4,000 | - | 100.00 |
| 301 - SHERIFF | 423,545 | 1,203,852 | 439,210 | 764,642 | 36.48 |
| 302 - SHERIFF - CIVIL DIVISION | 12,338 | 89,105 | 35,985 | 53,120 | 40.39 |
| 303 - SCHOOL RESOURCE OFFICER | 32,988 | 71,100 | 28,778 | 42,322 | 40.47 |
| 304 - ICE GRANT | - | 75,000 | - | 75,000 | - |
| 306 - SANE | 20,000 | 92,677 | 18,943 | 73,734 | 20.44 |
| 320 - JUSTICE TRAINING | - | 3,000 | - | 3,000 | - |
| 331 - MARINE SAFETY | 2,125 | 8,960 | - | 8,960 | - |
| 332 - MOTORCYCLE SAFETY EDUCATION | 4,686 | 66,000 | 3,005 | 62,995 | 4.55 |
| 333 - SNOWMOBILE GRANT | 4,832 | 10,970 | 9,941 | 1,029 | 90.62 |
| 334 - SECONDARY ROAD PATROL | 36,421 | 102,941 | 39,955 | 62,986 | 38.81 |
| 336 - OFF-ROAD VEHICLE GRANT | 1,508 | 9,470 | - | 9,470 | - |
| 351 - JAIL | 437,614 | 1,113,694 | 466,127 | 647,567 | 41.85 |
| 427 - EMERGENCY SERVICES | 7,500 | 30,000 | 7,500 | 22,500 | 25.00 |

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| GL NUMBER | YTD BALANCE 5/31/2019 | 2020 AMENDED BUDGET | YTD BALANCE 5/31/2020 | AVAILABLE BALANCE | % COLLECTED/ SPENT |
|--|--------------------------|---------------------------|--------------------------|----------------------|-----------------------|
| 445 - DRAINS | 4,390 | 6,000 | - | 6,000 | - |
| 450 - REMONUMENTATION | - | 40,477 | 6,673 | 33,804 | 16.49 |
| 601 - DISTRICT HEALTH | 116,706 | 245,083 | 122,542 | 122,542 | 50.00 |
| 605 - COMMUNICABLE DISEASES | 500 | 500 | 500 | - | 100.00 |
| 631 - SUBSTANCE ABUSE | - | 85,107 | - | 85,107 | - |
| 648 - MEDICAL EXAMINER | 39,637 | 78,194 | 14,674 | 63,520 | 18.77 |
| 649 - MENTAL HEALTH | 23,501 | 108,003 | 47,002 | 61,002 | 43.52 |
| 681 - VETERANS BURIAL | 1,200 | 6,650 | 2,100 | 4,550 | 31.58 |
| 682 - VETERANS AFFAIRS | 33,172 | 144,291 | 55,632 | 88,659 | 38.56 |
| 721 - PLANNING / ZONING | 44,885 | 115,636 | 44,846 | 70,790 | 38.78 |
| 729 - CHAMBER OF COMMERCE | 1,500 | 1,500 | 1,500 | - | 100.00 |
| 731 - ECONOMIC ALLIANCE | 21,838 | 22,000 | 22,000 | - | 100.00 |
| 851 - INSURANCE AND BONDS | (5,721) | 221,755 | (11,511) | 233,266 | (5.19) |
| 853 - HEALTH CARE RETIREES | 23,631 | 113,669 | 23,163 | 90,506 | 20.38 |
| 864 - DISTRIBUTIVE SERVICES | 14,041 | 37,600 | 10,181 | 27,419 | 27.08 |
| 941 - CONTINGENCY | - | 100,000 | - | 100,000 | - |
| 961 - APPROPRIATION - HUMAN SVCS | 9,480 | - | - | - | - |
| 962 - APPROPRIATION - LGL DFS FUND | 10,000 | 30,000 | 15,000 | 15,000 | 50.00 |
| 966 - APPROPRIATION - AIRPORT | 75,000 | 90,000 | 90,000 | - | 100.00 |
| 967 - APPROPRIATION - CHILD CARE | 62,500 | 300,000 | 150,000 | 150,000 | 50.00 |
| 968 - APPROPRIATION - FOC | 27,587 | 38,981 | 19,491 | 19,491 | 50.00 |
| 969 - APPROPRIATION - OTHER FUNDS | - | 50,000 | 50,000 | - | 100.00 |
| 972 - APPROPRIATION - CAP PROJ FUND | 5,000 | 5,000 | 5,000 | - | 100.00 |
| 978 - APPROPRIATION - MAPPING FUND | 6,000 | 6,000 | 6,000 | - | 100.00 |
| TOTAL Expenditures | 2,977,902 | 9,064,642 | 3,339,652 | 5,724,988 | 36.84 |
| NET OF REVENUES & EXPENDITURES | (1,543,616) | | (1,845,681) | 1,845,681 | |
| FUND BALANCE - MAY 1 | 3,735,381 | | 3,735,381 | | |
| NET OF REVENUES/EXPENDITURES - 2019 | | | 589,299 | | |
| FUND BALANCE - MAY 31 | 2,191,765 | | 2,478,999 | | |

Fund 245 - PUBLIC IMPROVEMENT FUND

| | | | | | |
|--|------------------|--------------|------------------|--------------|---------------|
| 025 - INTEREST EARNINGS | 437 | 5,000 | - | 5,000 | - |
| 090 - COURT FEES AND COSTS | 50,000 | - | - | - | - |
| TOTAL Revenues | 50,437 | 5,000 | - | 5,000 | - |
| Expenditures | | | | | |
| 901 - CAPITAL OUTLAY | - | - | (214) | 214 | 100.00 |
| 941 - CONTINGENCY | - | 5,000 | - | 5,000 | - |
| TOTAL Expenditures | - | 5,000 | (214) | 5,000 | (4.28) |
| NET OF REVENUES & EXPENDITURES | 50,437 | | 214 | - | 100.00 |
| FUND BALANCE - MAY 1 | 1,845,938 | | 1,845,938 | | |
| NET OF REVENUES/EXPENDITURES - 2019 | | | 235 | | |
| FUND BALANCE - MAY 31 | 1,896,375 | | 1,846,387 | | |

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| GL NUMBER | YTD BALANCE 5/31/2019 | 2020 AMENDED BUDGET | YTD BALANCE 5/31/2020 | AVAILABLE BALANCE | % COLLECTED/ SPENT |
|--|--------------------------|---------------------------|--------------------------|----------------------|-----------------------|
| Fund 257 - BUDGET STABILIZATION | | | | | |
| Revenues | | | | | |
| 025 - INTEREST EARNINGS | 974 | 2,000 | - | 2,000 | - |
| TOTAL Revenues | 974 | 2,000 | - | 2,000 | - |
| Expenditures | | | | | |
| 941 - CONTINGENCY | (137) | 2,000 | (128) | 2,128 | (6.42) |
| TOTAL Expenditures | (137) | 5,000 | (128) | 2,128 | (2.57) |
| NET OF REVENUES & EXPENDITURES | 1,111 | - | 128 | (128) | 100.00 |
| FUND BALANCE - MAY 1 | 1,491,239 | | 1,498,141 | | |
| NET OF REVENUES/EXPENDITURES - 2019 | | | 4,936 | | |
| FUND BALANCE - MAY 31 | 1,492,350 | | 1,503,205 | | |

Fund 280 - LEGAL DEFENSE FUND

| | | | | | |
|--|---------------|---------------|----------------|----------------|---------------|
| Revenues | | | | | |
| 025 - INTEREST EARNINGS | 33 | - | 51 | (51) | 100.00 |
| 050 - SPECIAL ITEMS/TRANSFERS | 10,000 | 30,000 | 15,000 | 15,000 | 50.00 |
| TOTAL Revenues | 10,033 | 30,000 | 15,051 | 14,949 | 50.17 |
| Expenditures | | | | | |
| 270 - HUMAN RESOURCES | 10,503 | 30,000 | 10,148 | 19,852 | 33.83 |
| TOTAL Expenditures | 10,503 | 30,000 | 10,148 | 19,852 | 33.83 |
| NET OF REVENUES & EXPENDITURES | (470) | - | 4,903 | (4,903) | 100.00 |
| FUND BALANCE - MAY 1 | 29,458 | | 29,458 | | |
| NET OF REVENUES/EXPENDITURES - 2019 | | | (2,319) | | |
| FUND BALANCE - MAY 31 | 28,988 | | 32,042 | | |

Fund 266 - EQUIPMENT FUND

| Revenues | | | | | |
|--|-----------------|----------------|-----------------|----------------|---------------|
| 030 - OTHER REVENUE | 2,100 | - | 27 | (27) | 100.00 |
| 050 - SPECIAL ITEMS/TRANSFERS | 35,869 | 155,273 | 28,818 | 126,455 | 18.56 |
| TOTAL REVENUES | 37,969 | 155,273 | 28,845 | 126,428 | 18.58 |
| Expenditures | | | | | |
| 901 - CAPITAL OUTLAY | 120,732 | 155,273 | 82,388 | 72,885 | 53.06 |
| TOTAL Expenditures | 120,732 | 155,273 | 82,388 | 72,885 | 53.06 |
| NET OF REVENUES & EXPENDITURES | (82,763) | - | (53,543) | 53,543 | 100.00 |
| FUND BALANCE - MAY 1 | 155,791 | | 155,791 | | |
| NET OF REVENUES/EXPENDITURES - 2019 | | | (80,918) | | |
| FUND BALANCE - MAY 31 | 73,027 | | 21,330 | | |

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| GL NUMBER | YTD BALANCE 5/31/2019 | 2020 | | YTD BALANCE 5/31/2020 | AVAILABLE BALANCE | % COLLECTED/ SPENT |
|--|--------------------------|-------------------|--|--------------------------|----------------------|-----------------------|
| | | AMENDED BUDGET | | | | |
| Fund 499 - CAPITAL PROJECTS FUND | | | | | | |
| Revenues | | | | | | |
| 025 - INTEREST EARNINGS | (1) | - | | - | - | - |
| 050 - SPECIAL ITEMS/TRANSFERS | 97,111 | 183,500 | | 25,875 | 157,625 | 14.10 |
| TOTAL Revenues | 97,111 | 450,000 | | 25,875 | 157,625 | - |
| Expenditures | | | | | | |
| 901 - CAPITAL OUTLAY | 50,694 | 183,500 | | - | 183,500 | - |
| TOTAL Expenditures | 50,694 | 183,500 | | - | 183,500 | - |
| NET OF REVENUES & EXPENDITURES | 46,417 | - | | 25,875 | (25,875) | - |
| FUND BALANCE - MAY 1 | 624,354 | | | 624,354 | | |
| NET OF REVENUES/EXPENDITURES - 2019 | | | | 25,210 | | |
| FUND BALANCE - MAY 31 | 670,771 | | | 675,439 | | |

Fund 569 - DEBT SERVICE

| Revenues | | | | | |
|---|----------------|----------------|----------------|----------------|--------------|
| 050 - SPECIAL ITEMS/TRANSFERS | 914,750 | 655,525 | 255,925 | 399,600 | 39.04 |
| TOTAL Revenues | 914,750 | 655,525 | 255,925 | 399,600 | 39.04 |
| Expenditures | | | | | |
| 906 - DEBT SERVICE | 914,750 | 655,525 | 255,925 | 399,600 | 39.04 |
| TOTAL Expenditures | 914,750 | 655,525 | 255,925 | 399,600 | 39.04 |
| NET OF REVENUES & EXPENDITURES | - | - | - | - | - |
| FUND BALANCE - MAY 1 | | | | | |
| FUND BALANCE - MAY 31 | | | | | |

Fund 647 - HEALTH CARE FUND

| Revenues | | | | | |
|---|------------------|------------------|-----------------|----------------|---------------|
| 025 - INTEREST EARNINGS | 416 | - | 560 | (560) | 100.00 |
| 485 - HEALTH CARE CONTRIBUTIONS | 462,733 | 1,307,339 | 517,555 | 789,784 | 39.59 |
| TOTAL Revenues | 463,149 | 1,385,000 | 518,115 | 789,224 | 37.41 |
| Expenditures | | | | | |
| 851 - INSURANCE AND BONDS | 589,929 | 1,307,339 | 561,592 | 745,747 | 42.96 |
| TOTAL Expenditures | 589,929 | 1,307,339 | 561,592 | 745,747 | 42.96 |
| NET OF REVENUES & EXPENDITURES | (126,780) | 77,661 | (43,477) | 43,477 | 100.00 |
| FUND BALANCE - MAY 1 | 342,093 | | 342,094 | | |
| NET OF REVENUES/EXPENDITURES - 2019 | | | (58,506) | | |
| FUND BALANCE - MAY 31 | 215,313 | | 240,111 | | |

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OTSEGO COUNTY
Board of Commissioners



EXECUTIVE SUMMARY

| | |
|--|---|
| AGENDA ITEM: June 16, 2020 Warrant | AGENDA DATE: June 23, 2020 |
| AGENDA PLACEMENT: New Business, A. Financials, Item 1 | ACTION REQUESTED: Motion to Approve |
| STAFF CONTACT(S): Mel Maier, Finance Director | ATTORNEY REVIEW: No |

BACKGROUND/DISCUSSION:

The County issues a check disbursement report (Warrant) every week for County payables as well as occasional unavoidable supplemental warrants. The following warrant will be on the agenda.

The June 16, 2020 warrant is in the amount of \$129,196.78. Major expenditures in the warrant include:

- \$71,438.60 – BCBS July premium

RECOMMENDATION:

Staff requests approval of the warrant detailed above with a total amount of \$129,196.78 and 22 void checks.

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 06/16/2020 - 06/16/2020

| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|-------------------------------------|--|-----------------|----------|
| 06/16/2020 | AP | 81583 | DEERE & COMPANY | JOHN DEERE GATOR TX MODEL 2020 | 208-901-970.435 | 7,915.44 |
| 06/16/2020 | AP | 81584 | DEKETO LLC | MAY DOCUMENTS | 101-215-920.410 | 263.33 |
| | | 81584 | | THERMAL LABELS | 256-215-726.000 | 134.00 |
| | | 81584 | | MAY DOCUMENTS | 256-215-920.410 | 526.67 |
| | | | | | | 924.00 |
| 06/16/2020 | AP | 81585 | DENNIS WILLOVER | REFUND | 208-440-652.030 | 108.16 |
| 06/16/2020 | AP | 81586 | DUNNS | DUN-5253 - MAY 2020 COURT COPY FEE & MAINTENANCE AGREEMENT | 101-131-920.520 | 42.35 |
| | | 81586 | | 2020 0605 DUNNS MAY COPY CONT | 101-257-726.000 | 9.14 |
| | | 81586 | | DUN-5252 - MAY 2020 FOC COPY FEE & MAINTENANCE AGREEMENT | 215-141-920.520 | 42.35 |
| | | 81586 | | 33AR453157;33AR456248;33AR458553;33AR459953;33AR467667 | 256-215-726.000 | 376.30 |
| | | | | | | 470.14 |
| 06/16/2020 | AP | 81587 | EXTREME POWER SPORTS | REPAIRS | 209-751-726.050 | 467.36 |
| 06/16/2020 | AP | 81588 | FAMILY FARM AND HOME | 002105/G SPLICING SLEEVE, TOW SPREADER | 209-751-726.000 | 263.96 |
| 06/16/2020 | AP | 81589 | FIDELITY SECURITY LIFE INSURANCE CO | JUNE 2020 VISION | 647-851-704.110 | 1,486.32 |
| 06/16/2020 | AP | 81590 | GAYLORD CITY TREASURER | 211D MAY 2020 DISTRICT COURT MONTH END TRANSMITTAL | 701-000-221.000 | 204.60 |
| 06/16/2020 | AP | 81591 | GILL ROYS HARDWARE | SUPPLIES | 208-751-726.000 | 91.72 |
| | | 81591 | | SUPPLIES | 209-751-726.000 | 173.68 |
| | | | | | | 265.40 |
| 06/16/2020 | AP | 81592 | GREAT LAKES ENERGY | ELECTRIC BILLS | 209-751-930.620 | 357.94 |
| 06/16/2020 | AP | 81593 | HOME DEPOT CREDIT SERVICES | OC ANIMAL CONTROL2493 2174 | 212-430-726.000 | 44.91 |
| 06/16/2020 | AP | 81594 | JAMIE ROCHELEAU | REFUND | 208-440-652.030 | 243.36 |
| 06/16/2020 | AP | 81595 | JENNIFER MARIE CURTIS | RESTITUTION PAYMENT BY BRIAN FERGUSON 19-37004-SM-3 | 701-000-271.130 | 107.50 |
| 06/16/2020 | AP | 81596 | JIM CRAWFIS | REFUND | 208-440-652.030 | 137.28 |
| 06/16/2020 | AP | 81597 | JOHNSON OIL COMPANY | 4996 LOOSE WHEEL ON TRACTOR | 208-751-726.050 | 25.85 |
| 06/16/2020 | AP | 81598 | JUDITH JARECKI | PER DIEM MAY MEETING, PER DIEM, TRAVEL JUNE | 208-752-703.040 | 100.00 |
| | | 81598 | | PER DIEM MAY MEETING, PER DIEM, TRAVEL JUNE | 208-752-930.500 | 16.00 |
| | | | | | | 116.00 |
| 06/16/2020 | AP | 81599 | JUSTIN WING | PER DIEM, TRAVEL JUNE MEETING | 208-752-703.040 | 50.00 |
| | | 81599 | | PER DIEM, TRAVEL JUNE MEETING | 208-752-930.500 | 8.55 |
| | | | | | | 58.55 |

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 06/16/2020 - 06/16/2020

| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|-----------------------------------|--|----------------------------|----------|
| 06/16/2020 | AP | 81600 | KAREN WILLIAMS | REFUND | 208-440-652.030 | 135.20 |
| 06/16/2020 | AP | 81601 | KEITH REID | PAVILION REFUND | 208-440-651.060 | 67.60 |
| 06/16/2020 | AP | 81602 | KELLI LAJENUESSE | REFUND | 208-440-652.030 | 189.28 |
| 06/16/2020 | AP | 81603 | KOHL'S CORPORATE LOSS PREVENTION | RESTITUTION PAYMENT BY VERONICA WALTER 17-34919-SM-3 | 701-000-271.130 | 25.00 |
| 06/16/2020 | AP | 81604 | MARVAC | MARO92093317 ONLINE AD | 208-751-930.300 | 60.00 |
| 06/16/2020 | AP | 81605 | MCARTHUR, DONALD | REFUND FOR PRE REINSTATED 091-340-001-271-00 & 091-340-001-271-00-225.000-PRE0000000 | | 2,016.93 |
| | | 81605 | | REFUND FOR PRE REINSTATED 091-340-001-271-00 & 091-340-001-271-00-226.030 | | 458.86 |
| | | | | | | 2,475.79 |
| 06/16/2020 | AP | 81606 | NORTH CENTRAL EXCAVATING INC. | 98897 BOAT LAUNCH PAD REPAIRS | 208-751-726.000 | 1,800.00 |
| 06/16/2020 | AP | 81607 | NORTHERN MICHIGAN REVIEW | 181577-53120 ADS | 208-751-930.300 | 475.00 |
| 06/16/2020 | AP | 81608 | OCNET | CONNECTIVITY JUNE 2000010567 | 205-301-930.240 | 16.00 |
| | | 81608 | | 10569 JUNE CONNECTIVITY | 208-752-726.000 | 59.95 |
| | | 81608 | | 20000010511 | 212-430-920.410 | 400.00 |
| | | | | | | 475.95 |
| 06/16/2020 | AP | 81609 | ODS THE DOOR SPECIALIST | 19049 INSTALL NEW STORM DOOR | 208-751-726.050 | 430.00 |
| 06/16/2020 | AP | 81610 | OTSEGO COUNTY BUS SYSTEM | MAY 2020 DRUG COURT BUS | 101-133-930.500 | 16.00 |
| 06/16/2020 | AP | 81611 | OTSEGO COUNTY JUDICIAL SYSTEM | 5/28/20 HRA REIMBURSEMENT CHECK REGISTER | 215-141-704.110 | 24.30 |
| 06/16/2020 | AP | 81612 | OTSEGO COUNTY TREASURER | WORK CAMP | 208-751-940.010-WK RL00000 | 400.00 |
| | | 81612 | | WORK CAMP | 209-751-940.010 | 100.00 |
| | | | | | | 500.00 |
| 06/16/2020 | AP | 81613 | PATRICIA BONELL | REFUND | 208-440-652.030 | 189.28 |
| 06/16/2020 | AP | 81614 | PATRICK DANES | REFUND | 208-440-652.030 | 290.16 |
| 06/16/2020 | AP | 81615 | QUALITY PLUMBING & MECHANICAL INC | SERVICES | 208-751-726.050 | 1,075.50 |
| | | 81615 | | SERVICES | 208-752-726.050 | 388.50 |
| | | | | | | 1,464.00 |
| 06/16/2020 | AP | 81616 | RANDY STULTS | PER DIEM, TRAVEL JUNE MEETING | 208-752-703.040 | 50.00 |
| | | 81616 | | PER DIEM, TRAVEL JUNE MEETING | 208-752-930.500 | 10.60 |
| | | | | | | 60.60 |
| 06/16/2020 | AP | 81617 | RYAN CZYKOSKI | RESTITUTION PAYMENT BY VERONICA WALTER 16-32971-SD-3 | 701-000-271.130 | 34.00 |

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 06/16/2020 - 06/16/2020

| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|----------------------------------|---|----------------------------|----------|
| 06/16/2020 | AP | 81618 | SCOTT COURTERIER | PER DIEM, TRAVEL JUNE MEETING, PER DIEM MAY MEETING | 208-752-703.040 | 100.00 |
| | | 81618 | | PER DIEM, TRAVEL JUNE MEETING, PER DIEM MAY MEETING | 208-752-930.500 | 8.50 |
| | | | | | | 108.50 |
| 06/16/2020 | AP | 81619 | STAPLES BUSINESS CREDIT | ORDER#73077548901 | 256-215-726.000 | 106.02 |
| 06/16/2020 | AP | 81620 | STATE OF MICHIGAN | MAY RENEWAL CPL | 701-000-228.016 | 79.00 |
| 06/16/2020 | AP | 81621 | STATE OF MICHIGAN | 211D MAY 2020 DISTRICT COURT MONTH END TRANSMITTAL | 701-000-228.030 | 150.00 |
| | | 81621 | | 211D MAY 2020 DISTRICT COURT MONTH END TRANSMITTAL | 701-000-228.037 | 238.50 |
| | | 81621 | | 211D MAY 2020 DISTRICT COURT MONTH END TRANSMITTAL | 701-000-228.042 | 80.00 |
| | | 81621 | | 211D MAY 2020 DISTRICT COURT MONTH END TRANSMITTAL | 701-000-228.057 | 150.00 |
| | | 81621 | | 211D MAY 2020 DISTRICT COURT MONTH END TRANSMITTAL | 701-000-228.058 | 665.00 |
| | | 81621 | | 211D MAY 2020 DISTRICT COURT MONTH END TRANSMITTAL | 701-000-228.059 | 3,809.00 |
| | | 81621 | | 211D MAY 2020 DISTRICT COURT MONTH END TRANSMITTAL | 701-000-228.560 | 120.00 |
| | | | | | | 5,212.50 |
| 06/16/2020 | AP | 81622 | STATE OF MICHIGAN | MAY 2020 MONTH END | 701-000-228.037 | 513.68 |
| | | 81622 | | MAY 2020 MONTH END | 701-000-228.042 | 60.00 |
| | | 81622 | | MAY 2020 MONTH END | 701-000-228.057 | 75.00 |
| | | 81622 | | MAY 2020 MONTH END | 701-000-228.058 | 1,190.00 |
| | | 81622 | | MAY 2020 MONTH END | 701-000-228.059 | 374.75 |
| | | 81622 | | MAY 2020 MONTH END | 701-000-228.560 | 250.00 |
| | | | | | | 2,463.43 |
| 06/16/2020 | AP | 81623 | STATE OF MICHIGAN | MAY 2020 MONTH END | 701-000-228.005 | 2.00 |
| 06/16/2020 | AP | 81624 | TERESA KAPPELLER | RESTITUTION PAYMENT BY VERONICA WALTER 16-32971-SD-3 | 701-000-271.130 | 66.00 |
| 06/16/2020 | AP | 81625 | TITLE CHECK LLC | MAY INSTALLMENT 2018 TAX FORFEITURE CYCLE INV # 2005-38 | 516-253-920.410 | 1,760.64 |
| 06/16/2020 | AP | 81626 | UPS | SHIPPING COURT FILES | 101-215-930.450 | 4.01 |
| 06/16/2020 | AP | 81627 | VERIZON CONNECT NWF INC | OSV000002126537 | 212-430-920.410 | 32.90 |
| 06/16/2020 | AP | 81628 | VERIZON WIRELESS | INV 9854539616; ACCT 842184815-00001; APR 13-MAY 12 | 101-267-930.230 | 51.44 |
| 06/16/2020 | AP | 81629 | VERIZON WIRELESS | 283104123-00001 - MAY 2020 SERVICE & HOT SPOT PURCHASE | 101-131-726.000-COVID-19__ | 99.99 |
| | | 81629 | | 283104123-00001 - MAY 2020 SERVICE & HOT SPOT PURCHASE | 101-131-930.210 | 49.12 |
| | | 81629 | | 283104123-00001 - MAY 2020 SERVICE & HOT SPOT PURCHASE | 101-131-930.210-COVID-19__ | 60.02 |
| | | | | | | 209.13 |
| 06/16/2020 | AP | 81630 | WAL-MART STORES ASSET PROTECTION | RESTITUTION PAYMENT BY JUSTIN PAXTON 18-36395-SM-3 | 701-000-271.130 | 157.50 |

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK DATE FROM 06/16/2020 - 06/16/2020

| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|------------------------------|-------------------------------|-----------------|--------------|
| 06/16/2020 | AP | 81631 | WILBER AUTOMOTIVE SUPPLY INC | 185955 ADAPTER, COUPLER | 208-751-726.050 | 77.07 |
| | | 81631 | | 185955 ADAPTER, COUPLER | 209-751-726.000 | 44.90 |
| | | | | | | <hr/> 121.97 |
| 06/16/2020 | AP | 81632 | WILLIAM HOLEWINSKI | PER DIEM, TRAVEL JUNE MEETING | 208-752-703.040 | 50.00 |
| | | 81632 | | PER DIEM, TRAVEL JUNE MEETING | 208-752-930.500 | 6.00 |
| | | | | | | <hr/> 56.00 |
| | | | TOTAL - ALL FUNDS | TOTAL OF 71 CHECKS | | 129,196.78 |

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK NUMBER 80045

| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|-------------------|--------------------------------------|------|--------------|
| 01/28/2020 | AP | 80045 | BRITTNEY HALL | TO CORRECT MILEAGE FOR PRELIM 8-2-19 | | ** VOIDED ** |
| | | | TOTAL - ALL FUNDS | TOTAL OF 1 CHECKS (1 voided) | | 0.00 |

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK NUMBER 78635

| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|-----------------------|--|------|--------------|
| 10/08/2019 | AP | 78635 | JENNIFER RENE WADDELL | 1/2 WITN FEE + MILEAGE, MORGAN BENCH TRL | | ** VOIDED ** |
| | | | TOTAL - ALL FUNDS | TOTAL OF 1 CHECKS (1 voided) | | 0.00 |

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK NUMBER 78611

| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|-------------------|---|------|--------------|
| 10/08/2019 | AP | 78611 | ED MALINOWSKI | 1/2 WITN FEE + MILEAGE, CHOSS BENCH TRL | | ** VOIDED ** |
| | | | TOTAL - ALL FUNDS | TOTAL OF 1 CHECKS (1 voided) | | 0.00 |

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
CHECK NUMBER 78600

| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|---------------------|--------------------------------------|------|--------------|
| 10/08/2019 | AP | 78600 | CADEN JAMES WADDELL | 1/2 DAY WITN FEE, MORGAN BENCH TRIAL | | ** VOIDED ** |
| | | | TOTAL - ALL FUNDS | TOTAL OF 1 CHECKS (1 voided) | | 0.00 |

**OTSEGO COUNTY
Board of Commissioners**



EXECUTIVE SUMMARY

| | |
|--|---|
| AGENDA ITEM: June 23, 2020 Warrant | AGENDA DATE: June 23, 2020 |
| AGENDA PLACEMENT: New Business, A. Financials, Item 2 | ACTION REQUESTED: Motion to Approve |
| STAFF CONTACT(S): Mel Maier, Finance Director | ATTORNEY REVIEW: No |

BACKGROUND/DISCUSSION:

The County issues a check disbursement report (Warrant) every week for County payables as well as occasional unavoidable supplemental warrants. The following warrant will be on the agenda.

The June 23, 2020 warrant is in the amount of \$254,280.84. Major expenditures in the warrant include:

- \$60,963.70 - Gaylord ARFF – 3rd Qtr & Call Out Fees
- \$33,037.27 – Cruisers – Sheriff Tahoe Equipment

RECOMMENDATION:

Staff requests approval of the warrant detailed above with a total amount of \$254,280.84 and 7 void checks.

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 06/23/2020 - 06/23/2020

| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|---|-----------------|-------------------------------|---|----------------------------|-----------|
| 06/23/2020 | AP | 2909(E) | AMERICAN WASTE | GARBAGE PICK UP AT PARK | 208-751-920.200 | 922.66 |
| | | 2909(E) | | 3700355 CENTER GARBAGE BILL | 208-752-920.200 | 82.40 |
| | | 2909(E) | | RECYCLING SERVICES MAY 2020 | 226-528-940.010-PROG000000 | 11,738.25 |
| | | | | | | 12,743.31 |
| 06/23/2020 | AP | 2910(E) | CENTURY LINK | ELMIRA TOWNSHIP FIRE DEPT | 261-427-930.210 | 65.05 |
| 06/23/2020 | AP | 2911(E) | CHARTER COMMUNICATIONS | INTERNET TV PHONES | 281-537-920.410 | 372.42 |
| | | 2911(E) | | INMATE TV | 595-351-726.000 | 233.00 |
| | | | | | | 605.42 |
| 06/23/2020 | AP | 2912(E) | CONSUMERS ENERGY | ELECTRIC BILLS | 208-751-930.620 | 515.60 |
| | | 2912(E) | | ELECTRIC BILLS | 208-752-930.620 | 164.82 |
| | | 2912(E) | | JUNE 2020 ENERGY | 226-528-940.010-PROG000000 | 26.98 |
| | | 2912(E) | | MULTIPLE INVOICES | 281-537-930.620 | 2,885.65 |
| | | 2912(E) | | JUNE 2020 ENERGY | 637-265-930.620-ALPCT00000 | 3,988.58 |
| | | 2912(E) | | JUNE 2020 ENERGY BILL | 637-265-930.620-CRTHS00000 | 3,595.32 |
| | | 2912(E) | | JUNE 2020 ENERGY | 637-265-930.620-LNDUS00000 | 491.29 |
| | | | | | | 11,668.24 |
| 06/23/2020 | AP | 2913(E) | DE LAGE LANDEN PUBLIC FINANCE | INVOICE 68260286 | 101-257-726.000 | 187.03 |
| 06/23/2020 | AP | 2914(E) | DTE ENERGY | JUNE 2020 ENERGY | 637-265-930.610-ALPCT00000 | 2,086.75 |
| 06/23/2020 | AP | 2915(E) | FIRST BANKCARD | STATEMENT ENDING 6-10-2020 | 101-000-106.000 | (196.22) |
| | | 2915(E) | | STATEMENT ENDING 6-10-2020 | 101-101-726.000 | 60.46 |
| | | 2915(E) | | TREASURER'S CC ACTIVITY 5/10/2020-6/10/2020 | 101-101-726.000-COVID-19__ | 106.00 |
| | | 2915(E) | | TREASURER'S CC ACTIVITY 5/10/2020-6/10/2020 | 101-131-970.450 | 16.95 |
| | | 2915(E) | | TREASURER'S CC ACTIVITY 5/10/2020-6/10/2020 | 101-133-726.000-COVID-19__ | 158.89 |
| | | 2915(E) | | TREASURER'S CC ACTIVITY 5/10/2020-6/10/2020 | 101-253-726.000 | 39.03 |
| | | 2915(E) | | TREASURER'S CC ACTIVITY 5/10/2020-6/10/2020 | 101-267-726.000 | 23.99 |
| | | 2915(E) | | STATEMENT ENDING 6-10-2020 | 101-267-801.020 | 10.00 |
| | | 2915(E) | | STATEMENT ENDING 6-10-2020 | 208-751-726.050 | 236.66 |
| | | 2915(E) | | STATEMENT ENDING 6-10-2020 | 208-751-940.010 | 14.95 |
| | | 2915(E) | | TREASURER'S CC ACTIVITY 5/10/2020-6/10/2020 | 208-752-726.000 | 859.14 |
| | | 2915(E) | | STATEMENT ENDING 6-10-2020 | 226-528-930.620-PROG000000 | 31.76 |
| | | 2915(E) | | TREASURER'S CC ACTIVITY 5/10/2020-6/10/2020 | 249-901-970.440 | 832.32 |
| | | 2915(E) | | TREASURER'S CC ACTIVITY 5/10/2020-6/10/2020 | 516-253-704.400 | 157.41 |
| | | 2915(E) | | TREASURER'S CC ACTIVITY 5/10/2020-6/10/2020 | 516-253-726.000 | 39.03 |
| 2915(E) | TREASURER'S CC ACTIVITY 5/10/2020-6/10/2020 | 617-253-726.000 | 39.03 | | | |
| | | | | | | 2,429.40 |

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 06/23/2020 - 06/23/2020

| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|----------------------------|---|-----------------|-----------|
| 06/23/2020 | AP | 2916(E) | FRONTIER | JUNE 2020 PHONE | 261-427-930.210 | 106.90 |
| 06/23/2020 | AP | 2917(E) | GORDON FOOD SERVICES - EFT | JAIL-INMATE ROOM AND BOARD | 101-351-726.025 | 295.87 |
| | | 2917(E) | | JAIL/KITCHEN/WORK CAMP/ INMATE ROOM AND BOARD | 101-351-726.030 | 17.60 |
| | | 2917(E) | | JAIL-INMATE ROOM AND BOARD | 101-351-930.700 | 2,592.02 |
| | | 2917(E) | | JAIL/KITCHEN/WORK CAMP/ INMATE ROOM AND BOARD | 205-301-726.000 | 7.98 |
| | | | | | | 2,913.47 |
| 06/23/2020 | AP | 2918(E) | LINCOLN FINANCIAL-EFT | JULY 2020 LIFE/DISABILITY | 704-000-231.870 | 2,432.05 |
| 06/23/2020 | AP | 2919(E) | PITNEY BOWES | POSTAGE | 249-371-930.450 | 1,041.98 |
| 06/23/2020 | AP | 2920(E) | PITNEY BOWES | LEASE INV 3311307667; ACCT 0011149009 | 101-267-930.450 | 151.72 |
| | | 2920(E) | | LEASE INV 3311307667; ACCT 0011149009 | 101-267-930.983 | 151.72 |
| | | 2920(E) | | LEASE INV 3311307667; ACCT 0011149009 | 101-268-930.450 | 151.72 |
| | | 2920(E) | | LEASE INVOICE 3311321772 | 101-864-920.410 | 455.16 |
| | | | | | | 910.32 |
| 06/23/2020 | AP | 2921(E) | STATE OF MICHIGAN | JUNE 2020 RADIO ACTIVATION | 261-901-970.435 | 250.00 |
| 06/23/2020 | AP | 2922(E) | SYSCO - EFT | KITCHEN-INMATE ROOM AND BOARD | 101-351-726.030 | 109.82 |
| | | 2922(E) | | KITCHEN-INMATE ROOM AND BOARD | 101-351-930.700 | 995.97 |
| | | | | | | 1,105.79 |
| 06/23/2020 | AP | 2923(E) | WEST PAYMENT CENTER | 1003657961 - MAY 2020 FOC SKIP TRACING | 215-141-940.010 | 138.23 |
| 06/23/2020 | AP | 2924(E) | WEST PAYMENT CENTER | 1000562306 - MAY 2020 COURT SKIP TRACING FEE | 101-131-940.010 | 127.59 |
| 06/23/2020 | AP | 2925(A) | GAYLORD ARFF INC | AFTER HOURS FEES | 281-537-940.010 | 1,537.50 |
| | | 2925(A) | | 3RD QTR JUL, AUG, SEPT 2020 | 637-265-940.010 | 59,426.20 |
| | | | | | | 60,963.70 |
| 06/23/2020 | AP | 2926(A) | MARVIN CARLSON | MAY 2020 MEI | 101-648-801.020 | 806.00 |
| | | 2926(A) | | MAY 2020 MEI | 101-648-930.500 | 11.50 |
| | | | | | | 817.50 |
| 06/23/2020 | AP | 2927(A) | MCWCF | Q3 2020 WORKERS COMP INVOICE 220-736 | 704-000-231.270 | 24,624.79 |
| 06/23/2020 | AP | 2928(A) | MCWCF | MEMBER 760 - 3RD QUARTER 2020 | 101-131-704.600 | 941.02 |
| | | 2928(A) | | MEMBER 760 - 3RD QUARTER 2020 | 101-133-704.600 | 134.88 |
| | | 2928(A) | | MEMBER 760 - 3RD QUARTER 2020 | 215-141-704.600 | 510.16 |
| | | 2928(A) | | MEMBER 760 - 3RD QUARTER 2020 | 292-662-704.600 | 617.70 |
| | | | | | | 2,203.76 |

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 06/23/2020 - 06/23/2020

| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|----------------------------------|--|-----------------|-----------------|
| 06/23/2020 | AP | 81633 | ADVANCED CORRECTIONAL HEALTHCARE | INMATE MEDICAL SERVICE FOR JULY 2020 #97046 | 101-351-930.470 | 3,790.40 |
| 06/23/2020 | AP | 81634 | ALPINE ANIMAL HOSPITAL | APRIL AND MAY 2020 | 212-430-930.471 | 390.59 |
| | | 81634 | | APRIL AND MAY 2020 | 212-430-930.980 | 95.25 |
| | | | | | | <hr/> 485.84 |
| 06/23/2020 | AP | 81635 | ANDERSON, TACKMAN & CO. PLC | AUDIT SERVICES | 101-223-801.020 | 20,342.50 |
| 06/23/2020 | AP | 81636 | ASHLEY ROESK | REFUND | 208-440-652.030 | 94.00 |
| 06/23/2020 | AP | 81637 | AUTOMATED BUSINESS EQUIPMENT | SERVICE CONTRACR ON AMROTEC X-1000 8/15/2020-8/15/2021 | 101-253-920.410 | 450.00 |
| 06/23/2020 | AP | 81638 | B & B CONSTRUCTION | CORRECTION-PERMIT PB19-0457 PLAN REVIEW | 249-260-451.012 | 309.00 |
| 06/23/2020 | AP | 81639 | BANSKI SERVICES | WORK CAMP | 205-301-726.000 | 126.44 |
| 06/23/2020 | AP | 81640 | BENISTAR HARTFORD - 6795 | JULY 2020 RETIREE HEALTHCARE | 647-851-704.110 | 7,585.94 |
| 06/23/2020 | AP | 81641 | BILL MARSH FORD GAYLORD | 925-068/192/097 | 101-301-726.050 | 2,774.48 |
| | | 81641 | | 924706 | 205-301-920.400 | 1,485.20 |
| | | | | | | <hr/> 4,259.68 |
| 06/23/2020 | AP | 81642 | BOB BARKER COMPANY INC | INMATE RAZORS #NC1001549094 | 595-351-726.000 | 144.57 |
| 06/23/2020 | AP | 81643 | BRADY'S BUSINESS SYSTEMS | COPIER MAINTENANCE | 101-149-726.000 | 10.67 |
| 06/23/2020 | AP | 81644 | BRITTNEY HALL | MILEAGE + WITN FEE, HENDY PRELIM 11--7-2019 | 101-267-930.940 | 15.14 |
| 06/23/2020 | AP | 81645 | CAROLYN ARLT | REFUND | 208-440-652.030 | 300.00 |
| 06/23/2020 | AP | 81646 | CENTURYLINK | MAY 2020 TELEPHONE | 261-427-930.210 | 143.13 |
| 06/23/2020 | AP | 81647 | CHARLES L. CLAPP | DEFERRAL MEETING ON 5/13/2020 | 101-131-801.022 | 82.50 |
| 06/23/2020 | AP | 81648 | CMP DISTRIBUTORS | 63058 | 101-301-726.046 | 3,234.86 |
| | | 81648 | | 63058 | 101-351-726.046 | 2,426.14 |
| | | | | | | <hr/> 5,661.00 |
| 06/23/2020 | AP | 81649 | CORECOMM | 115039078 - JUNE 2020 COURT INTERNET | 101-131-930.210 | 21.95 |
| 06/23/2020 | AP | 81650 | CRUISERS | 41657 | 101-336-726.050 | 31.07 |
| | | 81650 | | SHERIFF TAHOE EQUIPMENT | 266-901-970.420 | 33,006.20 |
| | | | | | | <hr/> 33,037.27 |
| 06/23/2020 | AP | 81651 | CUMMINS BRIDGEWAY | YEAR 2 GENERATOR MAINTENANCE | 261-427-940.010 | 310.41 |
| 06/23/2020 | AP | 81652 | CURTISS REPORTING CORP | 19-5739-FH - PEOPLE V JAMIE LEE MOORE | 101-131-801.030 | 291.45 |

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 06/23/2020 - 06/23/2020

| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|----------------------------|--|-----------------|----------|
| 06/23/2020 | AP | 81653 | DANIEL PHILLIPS | MAY 2020 MEI | 101-648-801.020 | 860.50 |
| | | 81653 | | MAY 2020 MEI | 101-648-930.500 | 23.00 |
| | | | | | | 883.50 |
| 06/23/2020 | AP | 81654 | DUNNS | ACCT DUN-406; INV 33AR487194, 33AR483751 | 101-267-726.000 | 373.86 |
| | | 81654 | | 33AR489255 | 101-351-726.000 | 50.99 |
| | | 81654 | | 33AR481654 | 205-301-726.000 | 24.62 |
| | | 81654 | | 33AR486651 | 212-430-726.000 | 526.02 |
| | | 81654 | | SUPPLIES INVOICE 33AR489182/33AR489183 | 249-371-726.000 | 267.08 |
| | | | | | | 1,242.57 |
| 06/23/2020 | AP | 81655 | ED MALINOWSKI | WITN FEE + MILEAGE RE: CHOSS HRG 19-37540 SM | 101-267-930.940 | 8.00 |
| 06/23/2020 | AP | 81656 | ELLSWORTH FARMERS EXCHANGE | 527028 SEEDS FOR FOOD PLOTS | 209-751-726.000 | 1,739.73 |
| 06/23/2020 | AP | 81657 | EXTREME POWER SPORTS | 94864580 | 101-336-726.000 | 68.59 |
| 06/23/2020 | AP | 81658 | FEENY | INV R/O # 6255640/1 | 281-537-920.400 | 71.00 |
| 06/23/2020 | AP | 81659 | GARCIA CLINICAL LABORATORY | INMATE MEDICAL SERVICE #52679 | 101-351-930.470 | 5.00 |
| 06/23/2020 | AP | 81660 | GASLIGHT MEDIA | JULY 2020 CONNECTIVITY | 101-228-930.240 | 110.00 |
| | | 81660 | | JULY 2020 CONNECTIVITY | 594-228-930.240 | 2,900.00 |
| | | | | | | 3,010.00 |
| 06/23/2020 | AP | 81661 | GAYLORD DRY CLEANERS | APRIL DRY CLEANING | 101-301-920.410 | 40.00 |
| | | 81661 | | APRIL DRY CLEANING | 101-302-920.410 | 40.00 |
| | | 81661 | | APRIL DRY CLEANING | 205-301-920.410 | 20.00 |
| | | | | | | 100.00 |
| 06/23/2020 | AP | 81662 | GILL ROYS HARDWARE | 2006704674 | 101-336-726.000 | 2.96 |
| | | 81662 | | 2005-992951-999425 | 205-301-726.000 | 58.34 |
| | | 81662 | | 2006-675610 | 212-430-726.000 | 199.99 |
| | | | | | | 261.29 |
| 06/23/2020 | AP | 81663 | GIVE 'EM A BRAKE SAFETY | 4-23-20 TO 5-22-20 TRAFFIC CONTROL RENTAL | 617-901-970.300 | 250.00 |
| 06/23/2020 | AP | 81664 | GORDON FOOD SERVICES | INV # 788252239 | 281-537-726.000 | 21.62 |
| 06/23/2020 | AP | 81665 | HALL VETERINARY CLINIC | 113445 113588 113615 113741 113814 | 212-430-930.471 | 186.00 |
| | | 81665 | | 113445 113588 113615 113741 113814 | 212-430-930.980 | 215.55 |
| | | | | | | 401.55 |

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
 CHECK DATE FROM 06/23/2020 - 06/23/2020

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|------------|------|---------|-------------------------------------|--|-----------------|----------------|
| 06/23/2020 | AP | 81666 | HYDRO-CHEM SYSTEMS INC | INV4239 POWERWASH | 588-698-726.025 | 80.52 |
| 06/23/2020 | AP | 81667 | IDENTISYS | CPL CARDS | 263-215-726.000 | 125.07 |
| 06/23/2020 | AP | 81668 | IMAGE FACTORY INC | INV45725 | 101-301-726.000 | 250.00 |
| 06/23/2020 | AP | 81669 | IMPREST CASH, OTSEGO COUNTY BUS SYS | 1168 FIRST AID; 1171 DOORBELL | 588-697-726.000 | 14.83 |
| | | 81669 | | 1168 FIRST AID; 1171 DOORBELL | 588-698-726.025 | 5.85 |
| | | | | | | <hr/> 20.68 |
| 06/23/2020 | AP | 81670 | IMPREST CASH-ANIMAL CONTROL | STAMPS | 212-430-930.450 | 99.00 |
| 06/23/2020 | AP | 81671 | INSTITUTE OF CONTINUING LEGAL EDUCA | 91014 - MI FAMILY LAW 2020 UPDATE - FOC | 215-141-726.200 | 158.50 |
| 06/23/2020 | AP | 81672 | INTERSTATE BATTERY SYSTEM OF CM | 792031 STOCK | 588-699-726.050 | 143.90 |
| 06/23/2020 | AP | 81673 | JASON MCKINNEY | REFUND | 208-440-652.030 | 50.00 |
| 06/23/2020 | AP | 81674 | JENNIFER BOYER | 20-5822-FH - PEOPLE V KRISTOHER ALLEN CARRILLO | 101-131-801.030 | 189.21 |
| 06/23/2020 | AP | 81675 | JIM WERNIG INC | 169881 | 101-301-726.050 | 4,902.13 |
| 06/23/2020 | AP | 81676 | JIM'S ALPINE AUTOMOTIVE | 1792715 | 101-336-726.000 | 11.99 |
| | | 81676 | | 1792095 | 205-301-726.000 | 10.48 |
| | | | | | | <hr/> 22.47 |
| 06/23/2020 | AP | 81677 | JOANNE CUCK | REFUND | 208-440-652.030 | 189.28 |
| 06/23/2020 | AP | 81678 | JOHN THOMAS | REFUND | 208-440-652.030 | 83.00 |
| 06/23/2020 | AP | 81679 | JOHNSON OIL COMPANY | 411972 | 101-301-726.050 | 51.75 |
| | | 81679 | | 5067 | 101-301-920.400 | 187.68 |
| | | 81679 | | 5300 DODGE TIRES | 212-430-726.050 | 80.00 |
| | | 81679 | | CL42232 FUEL | 588-699-930.660 | 1,204.36 |
| | | | | | | <hr/> 1,523.79 |
| 06/23/2020 | AP | 81680 | JON KENNY | REFUND | 208-440-652.030 | 126.00 |
| 06/23/2020 | AP | 81681 | JUSTIN HOLZSCHU | MAY 2020 MEI | 101-648-801.020 | 604.00 |
| | | 81681 | | MAY 2020 MEI | 101-648-930.500 | 2.88 |
| | | | | | | <hr/> 606.88 |
| 06/23/2020 | AP | 81682 | LAPPANS OF GAYLORD INC | 01-307848 B SHOP TRACTOR #JD GT235 | 588-698-726.025 | 51.13 |
| 06/23/2020 | AP | 81683 | LARRY KENT | SERVICES 06/10/2020 THRU 06/16/2020 | 249-371-801.024 | 860.00 |
| 06/23/2020 | AP | 81684 | LIFELOC TECHNOLOGIES INC | 338289 | 205-301-726.000 | 105.00 |

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
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| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|-------------------------------------|---|----------------------------|-----------|
| 06/23/2020 | AP | 81685 | LISTVAN PLUMBING & HEATING | 117435 PLUMBING CERTIFICATION | 588-698-940.010 | 300.00 |
| 06/23/2020 | AP | 81686 | LUCAS MIDDLETON ATTORNEY AT LAW | TRS TAX ATTORNEY SERVICES | 516-253-920.410 | 250.00 |
| 06/23/2020 | AP | 81687 | LYNDA GOW | REFUND | 208-440-652.030 | 172.00 |
| 06/23/2020 | AP | 81688 | MACAO-MI ASSOC OF COUNTIES | 2020-21 DUES | 645-000-123.000 | 380.00 |
| 06/23/2020 | AP | 81689 | MAKE IT MINE DESIGN | HATS 6979 | 101-301-726.046 | 1,144.00 |
| | | 81689 | | 6976 | 101-351-726.046 | 320.00 |
| | | | | | | 1,464.00 |
| 06/23/2020 | AP | 81690 | MCCARDEL CULLIGAN | COOLER RENTAL JUNE 2020 | 647-851-704.112 | 8.00 |
| 06/23/2020 | AP | 81691 | MEGA POWER SPORTS LLC | 28274 | 205-301-726.000 | 27.90 |
| 06/23/2020 | AP | 81692 | MEYER ACE | 28226 | 205-301-726.050 | 293.98 |
| | | 81692 | | 28216 BUSESSES (VINYL) | 588-698-726.025-COVID-19__ | 18.98 |
| | | | | | | 312.96 |
| 06/23/2020 | AP | 81693 | MGT OF AMERICA CONSULTING, INC | INV37947; CRP BILLING SERV; APR MAY JUN '20 | 101-267-920.410 | 1,100.00 |
| 06/23/2020 | AP | 81694 | MICHAEL LAMBLE | DEFERRAL MEETING ON 5/18/2020 | 101-131-801.022 | 75.00 |
| 06/23/2020 | AP | 81695 | MICHAEL STAAKE | COMMITMENT/DEFERRAL HEARING ON 3/10/2020 | 101-131-801.022 | 75.00 |
| 06/23/2020 | AP | 81696 | MSUE BUSINESS OFFICE | 3RD QTR WORK PLAN PAYMENT | 101-261-940.010 | 11,140.75 |
| 06/23/2020 | AP | 81697 | MUNSON HEALTHCARE OMH MEDICAL | PRE-EMPLOYMENT PHYSICALS | 208-751-940.010 | 325.00 |
| | | 81697 | | PRE-EMPLOYMENT PHYSICALS | 249-371-940.010 | 65.00 |
| | | | | | | 390.00 |
| 06/23/2020 | AP | 81698 | NEW CENTURY SIGNS | 50713 3 #21 REFLECTIVE NUMBERS | 588-697-940.010 | 45.00 |
| 06/23/2020 | AP | 81699 | NORTHERN MICHIGAN REVIEW | 789850-782664 PRIME TIMES, SEO BOOST, IMPRESSIONS | 588-697-930.300 | 153.00 |
| 06/23/2020 | AP | 81700 | NYE UNIFORM COMPANY | 733681 | 101-301-726.046 | 164.50 |
| 06/23/2020 | AP | 81701 | OTSEGO COUNTY BUS SYSTEM | 2000010658 | 101-301-726.050 | 45.00 |
| 06/23/2020 | AP | 81702 | OTSEGO COUNTY EMS | NEW AED FOR CAMPGROUND | 208-751-726.000 | 1,493.58 |
| 06/23/2020 | AP | 81703 | OTSEGO COUNTY TREASURER | POSTAGE | 516-253-930.450 | 79.80 |
| 06/23/2020 | AP | 81704 | PAY THE BILLS, LLC | FIREWOOD 78105,78109 | 208-751-726.000 | 360.00 |
| 06/23/2020 | AP | 81705 | PRESQUE ISLE ELECTRIC AND GAS CO-OP | GAS BILL | 209-751-930.610 | 115.43 |

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|------------|------|---------|-------------------------------|---|----------------------------|----------|
| 06/23/2020 | AP | 81706 | RANDOLPH KLASSEN | REFUND | 208-440-652.030 | 172.00 |
| 06/23/2020 | AP | 81707 | ROGER FAGERLIE JR | SERVICES 6-10-20 THRU 6-17-20 | 249-371-801.024 | 1,080.00 |
| 06/23/2020 | AP | 81708 | RONS WRECKER | 142256 | 101-301-726.050 | 260.00 |
| 06/23/2020 | AP | 81709 | SAGASSER & ASSOCIATES INC | ENVIRONMENTAL SERVICES | 617-901-970.300 | 702.50 |
| 06/23/2020 | AP | 81710 | SARA SCHMIDT | FLASH DRIVES, DVDS | 101-267-726.000 | 49.14 |
| 06/23/2020 | AP | 81711 | SHERI KASPER | AIRFARE FOR WITN = KASPER PRELIM | 101-267-930.983 | 247.00 |
| 06/23/2020 | AP | 81712 | SHERRY S HUFF | APR AND MAY 2020 BOARD MEETING | 290-670-703.040 | 100.00 |
| 06/23/2020 | AP | 81713 | SHERWIN WILLIAMS | INV # 0518-8 TRI CORN BLACK 100 LL | 281-537-726.050 | 58.57 |
| 06/23/2020 | AP | 81714 | STAPLES BUSINESS CREDIT | 2020 0612 STAPLES PAPER TONER | 101-257-726.000 | 242.73 |
| | | 81714 | | 403654 - TONER | 215-141-726.000 | 584.82 |
| | | | | | | 827.55 |
| 06/23/2020 | AP | 81715 | SUBURBAN PROPANE | GENERATOR INSTALL | 637-265-930.610-LNDUS00000 | 380.00 |
| 06/23/2020 | AP | 81716 | SWANSON SERVICES GROUP | INMATE COMMISSARY PURCHASE APRIL 2020 | 595-351-726.000 | 1,520.89 |
| 06/23/2020 | AP | 81717 | SYSCO - GRAND RAPIDS | 268662463 ICE CREAM SANITIZER, DISPENSERS | 208-751-726.000 | 532.95 |
| | | 81717 | | 268662463 ICE CREAM SANITIZER, DISPENSERS | 208-751-726.025 | 216.24 |
| | | | | | | 749.19 |
| 06/23/2020 | AP | 81718 | TELE-RAD | STATION 2 INSTALL | 261-901-970.435 | 4,180.16 |
| 06/23/2020 | AP | 81719 | TELEPHONE SUPPORT SYSTEMS INC | 43208 CHANGE GREETING & TIMES ON RECORDING | 588-697-940.010 | 97.20 |
| 06/23/2020 | AP | 81720 | THOMAS OWEN MAMMOSER | APR AND MAY 2020 BOARD MEETING | 290-670-703.040 | 100.00 |
| 06/23/2020 | AP | 81721 | THOMSON WEST | ACCT 1000715367; INV 842504153, 842504152 | 101-267-726.200 | 493.93 |
| | | 81721 | | INV 842405681; ACCT 1000242483; CLEAR CHGS | 101-268-726.200 | 204.99 |
| | | | | | | 698.92 |
| 06/23/2020 | AP | 81722 | TIAA COMMERCIAL FINANCE INC | CONTRACT #20365488 | 101-864-726.000 | 229.43 |
| 06/23/2020 | AP | 81723 | TITLE CHECK LLC | JUNE INSTALLMENT 2018 TAX FORFEITURE CYCLE #2006-49 | 516-253-920.410 | 1,760.64 |
| 06/23/2020 | AP | 81724 | TYM MORRISON | REFUND | 208-440-652.030 | 94.00 |
| 06/23/2020 | AP | 81725 | UP RENTAL | RESTITUTION PAYMENT BY KODY PADGETT 01-175-DL | 701-000-271.148 | 150.00 |
| 06/23/2020 | AP | 81726 | VERIZON CONNECT NWF INC | MONTHLY SERVICE-MAY | 101-301-920.410 | 65.80 |

CHECK DISBURSEMENT REPORT FOR COUNTY OF OTSEGO
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| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|--------------------------|----------------------|-----------------|------------|
| | | 81726 | | MONTHLY SERVICE-MAY | 101-302-920.410 | 16.45 |
| | | 81726 | | MONTHLY SERVICE-MAY | 101-334-920.410 | 16.45 |
| | | 81726 | | MONTHLY SERVICE-MAY | 101-351-920.410 | 16.45 |
| | | | | | | 115.15 |
| 06/23/2020 | AP | 81727 | WASH N GO MANAGEMENT INC | CAR WASH INVOICE MAY | 101-301-920.400 | 6.00 |
| | | 81727 | | CAR WASH INVOICE MAY | 101-302-920.400 | 6.00 |
| | | 81727 | | 11928 MAY 2020 | 212-430-920.410 | 12.00 |
| | | | | | | 24.00 |
| | | | TOTAL - ALL FUNDS | TOTAL OF 115 CHECKS | | 254,280.84 |

06/18/2020 11:40 AM
 User: dlandrie
 DB: Otsego Co

JOURNALS POSTING REPORT
 POSTING REPORT

| Post Date GL Number | Journal | Summ/Det | Ref # Description | | DR Amount | CR Amount |
|--|---------|----------|--|-----------------------------------|---------------------|---------------------|
| 06/18/2020 516-000-214.000 516-000-202.000 | AP | D | 259145 12/12/2019 DUE TO OTHER FUNDS ACCOUNTS PAYABLE | Void Invoice 12/12/2019 REFUNDTAX | 11.01 | 11.01 |
| | | | | | <u>11.01</u> | <u>11.01</u> |
| 06/18/2020 516-000-001.001 516-000-202.000 | CD | D | 259146 79656 AP EQUITY IN POOLED CASH-TAX REVOLVING ACCOUNTS PAYABLE | VOID AP 79656 to REFUNDTAX | 11.01 | 11.01 |
| | | | | | <u>11.01</u> | <u>11.01</u> |
| | | | | | <u><u>22.02</u></u> | <u><u>22.02</u></u> |

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DB: Otsego Co

JOURNALS POSTING REPORT
POSTING REPORT

| Post Date GL Number | Journal | Summ/Det | Ref # Description | | DR Amount | CR Amount |
|----------------------------|---------|----------|---------------------------|---------------------------------|------------------------|------------------------|
| 06/18/2020 | AP | D | 259143 20191381 | Void Invoice 20191381 REFUNDTAX | | |
| 701-000-226.030 | | | DUE TO OTHERS | | | 364.26 |
| 701-000-228.001-PRE0000000 | | | STATE EDUCATION TAX | | | 1,311.76 |
| 701-000-202.000 | | | ACCOUNTS PAYABLE | | 1,676.02 | |
| | | | | | <u>1,676.02</u> | <u>1,676.02</u> |
| 06/18/2020 | CD | D | 259144 79409 AP | VOID AP 79409 to REFUNDTAX | | |
| 701-000-001.001 | | | EQUITY IN POOLED CASH-T&A | | 1,676.02 | |
| 701-000-202.000 | | | ACCOUNTS PAYABLE | | | 1,676.02 |
| | | | | | <u>1,676.02</u> | <u>1,676.02</u> |
| | | | | | <u><u>3,352.04</u></u> | <u><u>3,352.04</u></u> |

| Post Date | Journal | Summ/Det | Ref # | Description | DR Amount | CR Amount |
|-----------------------------------|---------|----------|--------|-------------------------------------|-----------|-----------|
| 06/18/2020 | AP | D | 259141 | 19-0190930 | | |
| 516-030-694.000 | | | | OTHER INCOME - OVER AND SHORT | 957.50 | 957.50 |
| 516-000-202.000 | | | | ACCOUNTS PAYABLE | 957.50 | 957.50 |
| VOID Invoice 19-0190930 REFUNDTAX | | | | | | |
| 06/18/2020 | CD | D | 259142 | 78826 AP | | |
| 516-000-001.001 | | | | EQUITY IN POOLED CASH-TAX REVOLVING | 957.50 | 957.50 |
| 516-000-202.000 | | | | ACCOUNTS PAYABLE | 957.50 | 957.50 |
| VOID AP 78826 to REFUNDTAX | | | | | | |
| | | | | | 1,915.00 | 1,915.00 |