

# BENZIE COUNTY BOARD OF COMMISSIONERS

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448 COURT PLACE – BEULAH, MI 49617 – (231) 882-9671

[www.benzieco.net](http://www.benzieco.net)

## MEETING AGENDA

**September 12, 2023**

Frank F. Walterhouse Board Room, Governmental Center, Beulah, Michigan

**Join Meeting**

**Please click the link below to join the webinar:**

[www.youtube.com/@BenzieCounty](https://www.youtube.com/@BenzieCounty)

**PLEASE TURN OFF ALL CELL PHONES OR SWITCH THEM TO VIBRATE**

9:00 a.m.      CALL TO ORDER  
ROLL CALL  
INVOCATION AND PLEDGE OF ALLEGIANCE  
APPROVAL OF AGENDA  
APPROVAL OF MINUTES – 8/22/23  
PUBLIC COMMENT  
FINANCE –  
    A) Approval of Bills  
ELECTED OFFICIALS & DEPT HEAD COMMENTS  
ACTION ITEMS –  
    A) Consider approving Phase 1 kennel yard project for Animal Control.  
    B) Approve agreement for scheduling and search services for Recycling.  
    C) Authorize a 3-year extension to the auditing services provided by Maner Costerisan.  
    D) Adopt the 23/24 Fiscal Year Budget and approval of General Appropriation Act and accepting the L-4029.  
    E) Letters of Understanding Collective Bargaining Agreement Re-Opener.  
    F) Consider adopting a resolution establishing Benzie County as a PACE District.  
    G) Consider authorizing MDNR Development Grant application (300K for Railroad point)  
    H) Consider approving a change order for Point Betsie Shoreline Protection Project.  
COMMISSIONER REPORTS –  
COUNTY ADMINISTRATOR'S REPORT – Katie Zeits  
COMMITTEE APPOINTMENTS – Gaylord Jowett for DHHS Board  
UNFINISHED BUSINESS –  
NEW BUSINESS –  
9:30 a.m.      Presentation of the Area Agency on Aging of Northern Michigan 2022 Annual Report  
9:45 a.m.      Brief presentation from Maggie Bacon of Best Benzie regarding in-district tuition  
PRESENTATION OF CORRESPONDENCE  
PUBLIC COMMENT  
ADJOURNMENT

**Times Subject to Change**

## PUBLIC COMMENT

**Purpose:** The Benzie County Board of Commissioners is a public policy setting body and subject to the Open Meetings Act (PA 267 of 1976). The Board also operates under a set of “Benzie County Board Rules (section 7.3)” which provides for public comment during their meetings. It continually strives to receive comment from the residents of the county and reserves two opportunities during the monthly scheduled meeting for you the public to voice opinions, concerns and sharing of any other items of common interest. There are however, in concert with meeting conduct certain rules to follow.

**Speaking Time:** Agenda items may be added or removed by the board but initially at least two times are devoted to Public Comment. Generally, however, attendees wishing to speak will be informed how long they may speak by the chairman. All speakers are asked to give their name, residence and topic they wish to address. This and the statements/comments will be entered into the public record (minutes of the meeting). Should there be a number of speakers wishing to voice similar opinions, an option for a longer presentation may be more appropriate for the group and one or more speakers may talk within that time frame. The Board will not be accepting public comment via zoom/online.

Group Presentations – 15 minutes  
Individual Presentations – 3 minutes

**Board Response:** Generally, as this is an “Comment” option, the board will not comment or respond to presenters. Silence or non-response from the board should not be interpreted as disinterest or disagreement by the board. However, should the board individually or collectively wish to address the comments of the speaker(s) at the approval of the Chair and within a time frame previously established, responses may be made by the board. Additionally, the presenter may be in need of a lengthier understanding of an issue or topic and may be referred to a committee appropriate to address those issues.

Public Comment is very important in public policy settings and is only one means for an interchange of information or dialogue. Each commissioner represents a district within the county, and he/she may be individually contacted should greater depth or understanding of an issue be sought. Personal contact is encouraged and helpful to both residents and the board.

### **Commissioner Contacts:**

District	I – Bob Roelofs (Almira East of Reynolds Road).....	231-645-1187
District	II - Art Jeannot (Almira Twp West of N. Reynolds Road, Platte Twp, Lake Twp East of Sutter Rd, and Inland Twp section 1-6, section 7 lying west of Maple City Hwy, north of US-31) .....	231-920-5028
District	III – Karen Cunningham (Crystal Lake, Frankfort and Lake Twp, at Sutter Road going West) .....	231-822-4067
District	IV – Rhonda Nye (Benzonia Twp, except for sections 31, 36 and 35 East of Case Road).....	231-510-8804
District	V – Tim Markey (Homestead and Benzonia Twp sections 31, 36 and 35 West of Case Road).....	231-822-4066
District	VI - Evan Warsecke (Colfax, Inland except sections 1-6, section 7 lying west of Maple City Hwy and North of US-31).....	231-822-4065
District	VII - Gary Sauer (Blaine, Gilmore, Joyfield, Weldon) .....	231-651-0647

January 3, 2023



**THE BENZIE COUNTY BOARD OF COMMISSIONERS**  
**August 22, 2023**

The Benzie County Board of Commissioners met in a regular session on Tuesday, August 22, 2023, in the Frank Walterhouse Board of Commissioners Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chair Bob Roelofs.

Present were: Commissioners Cunningham, Markey, Nye, Roelofs, Sauer, and Warsecke  
Excused: Commissioner Jeannot

The invocation was given by Commissioner Roelofs and the Pledge of Allegiance was recited.

**Agenda:**

Motion by Sauer, seconded by Warsecke, to approve the agenda as amended, removing Action Item F - Headlee reset resolution. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer, and Warsecke  
Nays: None Exc: Jeannot Motion carried.

**Minutes:**

Motion by Nye, seconded by Cunningham, to approve the regular session minutes of August 8, 2023, as presented. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None  
Exc: Jeannot Motion carried.

9:03 a.m. Public Comment

James Dulzo, Case Road, was here last time when you were talking about PACE Clean Energy. Really what PACE does is help property owners improve their buildings. Some wonder how does this work. The power of energy efficiency is what most of these programs do, by making the buildings in better shape and way more efficient.

9:06 a.m. Public Comment closed.

Cory Ellis, 911 Director provided a written report.

**PUBLIC HEARING - COUNTY'S 23/24 FISCAL YEAR BUDGET:**

9:06 a.m. Public Hearing Open

Josh Stolz, Executive Director of Grow Benzie, stated that in the last 15 years, we have grown to become a Community Development Organization. They are ~~re-formalization~~ reorganizing as a Rural Prosperity Incubator and the future looks good for not only our organization but the organizations we represent. As a Rural Prosperity Incubator, we are the backbone of the organization, by helping with early childcare, youth mental health, substance abuse, and education networks to name a few. Several organizations in this county rely on our backbone services. Do not have a request today but want to stay on your radar.

9:09 a.m. Public Hearing Closed

**FINANCE**

Bills: Motion by Warsecke, seconded by Markey, to approve payment of the bills from August 8, 2023, through August 22, 2023, in the amount of \$602,088.76, as presented. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot  
Motion carried.

## COMMISSIONERS

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August 22, 2023

Michelle Thompson, County Treasurer, stated that the Treasurer foreclosure sale is this Friday, there are 5 properties.

## ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS

Sabra Boyle, Benzie Senior Resources, provided a written report and was present to answer any questions.

Chip Johnson, Executive Director for Centra Wellness was present and provided the Centra Wellness Network 2022 Annual Report and answered any questions.

Undersheriff Greg Hubers spoke regarding the Deputy Social Worker position.

Dan Thornell, Health Officer for Benzie Leelanau Health Department presented their 2022 Annual Report and answered any questions.

9:49 a.m. Presentation from Representative Betsy Coffia 103<sup>rd</sup> District:

Representative Coffia stated that she has been looking forward to coming in and speaking to you today. Spoke regarding the Septic Code, and thanked everyone for their services with local government, schooling busing, emergency tower funding, housing, childcare, and infrastructure dollars. She has a coffee hour on the second Monday of the month at the Red Door Café in Lake Ann.

10:15 a.m. Break

10:25 a.m. Reconvene

## ACTION ITEMS

Consider approving the amended colocation agreement with Merit: Motion by Markey, seconded by Warsecke, that the Amended Colocation Agreement between Merit Network, Inc. and Benzie County for the lease of space for fiber equipment and network access points for a five-year period, be approved, with Merit to pay Benzie County for the leased space according to the schedule outlines in the communications from the County Administrator dated August 17, 2023, and that the Board Chair be authorized to sign such agreement, with one automatic five-year renewal allowed as defined in the terms of Schedule 1 exhibit. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer, and Warsecke Nays: None Exc: Jeannot Motion carried.

Consider approving the accretion of three positions into the POAM Corrections unit: Motion by Sauer, seconded by Nye, to approve the accretion of the Jail Secretary, Detective Secretary, and Maintenance Coordinator positions into the Police Officers Association of Michigan Corrections Unit and authorize the Chair to sign. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer, and Warsecke Nays: None Exc: Jeannot Motion carried.

Consider approving services agreement extension with Benzie Senior Resources: Motion by Markey, seconded by Cunningham, to approve a three-year extension of the Services Agreement with Benzie Senior Resources to provide senior services to the community utilizing county millage dollars, subject to review by legal counsel and authorize the Chair to sign. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer, and Warsecke Nays: None Exc: Jeannot Motion carried.

Consider approving Bomb Swatting Policy: Motion by Warsecke, seconded by Sauer, to adopt the Bomb Swatting Policy and rescind all related policies. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer, and Warsecke Nays: None Exc: Jeannot Motion carried.

## COMMISSIONERS

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August 22, 2023

Establish an Ad Hoc Interview Committee for DHHS Board: Motion by Sauer, seconded by Markey, to establish an ad hoc interview committee to make a recommendation for one term expiring October 31, 2026, on the DHHS Board, and that the Chair, Commissioner Sauer, Commissioner Jeannot, and an Administrator Designee be appointed to such committee. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer, and Warsecke Nays: None Exc: Jeannot Motion carried.

Consider accepting the proposal from Motorola for the Emergency Communication Tower: Rebecca Hubers was present to answer any questions. Motion by Nye, seconded by Markey, to waive the competitive bidding process and accept the proposal from Motorola Solutions dated August 14, 2023, for the installation of an emergency communications tower and the total project cost not to exceed \$2,650,000, with funds available in the capital projects fund. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer, and Warsecke Nays: None Exc: Jeannot Motion carried.

Consider approving road maintenance agreements with Road Commission: Motion by Sauer, seconded by Warsecke, to authorize the Government Center Roads and the Jail Access Road Maintenance and the Betsie Valley Trail Maintenance Agreements, and agrees to the terms, with the Benzie County Road Commission, expiring September 30, 2028, subject to review by legal counsel. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Authorize the County Administrator to balance the budget: Motion by Cunningham, seconded by Nye, to authorize the County Administrator to make budget transfers between department and funds to balance the 2022/2023 budgets for all funds. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer, and Warsecke Nays: None Exc: Jeannot Motion carried.

Consider renewing service contract with Grand Traverse Band of Ottawa and Chippewa Indians for animal control services: Motion by Warsecke, seconded by Cunningham, to authorize the Professional Services Contract with the Grand Traverse Band of Ottawa and Chippewa Indians for animal control services in the total amount of \$300/quarter, expiring September 30, 2025, subject to review by legal counsel. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer, and Warsecke Nays: None Exc: Jeannot Motion carried.

Consider approving a Letter of Support for Grow Benzie: Motion by Cunningham, seconded by Warsecke, to authorize a letter of commitment to Grow Benzie to support their mission as a Rural Prosperity Incubator, fostering projects and initiatives in Benzie County communities and authorizes the Chair to sign. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer, and Warsecke Nays: None Exc: Jeannot Motion carried.

## COMMISSIONER REPORTS

Chair Roelofs attended the Village of Lake Ann meeting.

Comm Jeannot provided a written report.

Comm Cunningham provided a written report.

Comm Nye attended the Village of Beulah, Benzonia Township meeting, Centra Wellness meeting, Benzie School Board meeting, and EDC meeting.

## **COMMISSIONERS**

**Page 4 of 5**

**August 22, 2023**

Comm Markey attended the Centra Wellness Board meeting, Village of Honor meeting, and Benzie Senior Resources meeting.

Comm Warsecke provided a written report.

Comm Sauer provided a written report. He had received a call last week from Scott Harrison, stating Nate Loop resigned from the Maples, and Megan Garza is named interim Director for now. Attended the Village of Elberta meeting. Wanted to give recognition to Karen Korolenko and Friends of Benzie County Republican Party, they bought a pig and beef at the Manistee County Fair, and they are going to give it out to veterans in need.

### **COUNTY ADMINISTRATOR'S REPORT – Katie Zeits**

2023 Michigan Association County Conference is from October 1, 2023, through October 3, 2023 – Early Bird Special is before September 8, 2023. Rose is back and our office is fully staffed. Grand Traverse County has reached out to see if Benzie County wants to be part of an Opioid Task Force. Open Enrollment for benefits starts tomorrow. Has been speaking to Scott Clark, from Mercury to set up a meeting.

**STUDY SESSION-** None

**COMMITTEE APPOINTMENTS** -None

**UNFINISHED BUSINESS** -None

**NEW BUSINESS** - None

### **PRESENTATION OF CORRESPONDENCE**

- Benzie Leelanau Health Department August 23, 2023, Agenda
- Charlevoix County Resolution
- Letter from Livingston County Board of Commissioners

11:10 a.m. Public Comment

Ryan King, Benzonia, gave a public comment regarding Benzie County school districts and Benzie County Sheriff's Department, and Cooley Law School.

Michelle Thompson commented regarding Representative Betsy Coffia and Transportation funding for rural communities.

Mike Ross, Benzonia Township, spoke regarding Action Item F – Headlee, hope it stays on the table as this county needs funding.

11:14 a.m. Public Comment Closed

Motion by Markey, seconded by Cunningham, to adjourn at 11:16 a.m. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

## COMMISSIONERS

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August 22, 2023

### INDEX

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3. Approve payment of the bills from August 8, 2023, through August 22, 2023, in the amount of \$602,088.76, as presented.
4. The Amended Colocation Agreement between Merit Network, Inc and Benzie County for lease of space for fiber equipment and network access points for a five year period, be approved, with Merit to pay Benzie County for the leased space according to the schedule outlines in the communications from the County Administrator dated August 17, 2023 and that the Board Chair be authorized to sign such agreement, with one automatic five-year renewal allowed as defined in the terms of Schedule 1 exhibit.
5. Approve the accretion of the Jail Secretary, Detective Secretary, and Maintenance Coordinator positions into the Police Officers Association of Michigan Corrections Unit and authorize the Chair to sign.
6. Approve a three-year extension of the Services Agreement with Benzie Senior Resources to provide senior services to the community utilizing county millage dollars, subject to review by legal counsel and authorize the Chair to sign.
7. Adopt the Bomb Swatting Policy and rescind all related policies.
8. Establish an ad hoc interview committee to make a recommendation for one term expiring October 31, 2026, on the DHHS Board, and that the Chair, Commissioner Sauer, Commissioner Jeannot, and an Administrator Designee be appointed to such committee.
9. Waive the competitive bidding process and accepts the proposal from Motorola Solutions dated August 14, 2023, for the installation of an emergency communications tower and the total project cost not to exceed \$2,650,000, with funds available in the capital projects fund.
10. Authorize the Government Center Roads and the Jail Access Road Maintenance and the Betsie Valley Trail Maintenance Agreements, and agree to the terms, with the Benzie County Road Commission, expiring September 30, 2028, subject to review by legal counsel.
11. Authorize the County Administrator to make budget transfer between department and funds to balance the 2022/2023 budgets for all funds.
12. Authorize the Professional Services Contract with the Grand Traverse Band of Ottawa and Chippewa Indians for animal control services in the total amount of \$300/quarter, expiring September 30, 2025, subject to review by legal counsel.
13. Authorize a letter of commitment to Grow Benzie to support their mission as a Rural Prosperity Incubator, fostering projects and initiatives in Benzie County communities and authorizes the Chair to sign.

**Art Jeannot  
Commissioner Report  
August 22, 2023**

- **8/10 – Platte Township**
  - Met with Paul Solem (Supervisor) and Alison Michalak (Clerk). Discussed the upcoming Iron Man competition, election day changes and community concerns regarding the management of the zoning and planning. At the community's request, a sound system has been installed at the meeting hall.
- **8/14 – Inland Township**
  - I made a brief presentation.
  - There was discussion about a blight issue. Commissioner Warsecke is working with the undersheriff for assistance.
  - Commissioner Warsecke will give a full report.
- **8/14 – Almira Township**
  - Several items under old and new business were discussed. There is a need to determine placement of absentee voter drop box and camera. The fee for copies under FOIA were increased. Potential buyer for township owned property at Mistwood Greens. A special meeting was set to discuss use of ARPA funds.
- **8/17 – Northern MI Community Action Agency**
  - The "Early Head Start" program at Betsie Valley School has been re-located to Mesick schools. This was a result of Benzie Central Schools canceling or not renewing the contract. I will be working with the agency staff to identify a Benzie County location for school year 2024-2025.
  - Fundraising results has grown in the past 2 years after hiring a professional to manage this effort.
- **8/18 – EDC/BRA**
  - I will share any relevant information at our commissioner meeting.
- **8/21 – Northern MI County Association**
  - I will share any relevant information at our commissioner meeting.
- **Other –**
  - August 10<sup>th</sup>, met with Mitch Shapiro and Dan Barcheski by zoom to discuss an upcoming conversation with Eclipse and Cherry Capital.



Rhonda Nye  
District IV – Benzonia Township  
Commissioner Report  
August 22, 2023

August 8 – Village of Beulah

- Cintas contract discussed; Board approved buying out the contract to remedy frustrating situation.
- Discussion regarding marking parking lot to maximize parking; may require power pole relocation and prudent to wait because of possible sewer line replacement.
- Audit deficiencies discussed and corrective action plan addressed.
- Amended budget per State requirements to be in compliance.
- Several entities were represented for a Non Point Source Grant walk about; effective event to highlight issues and concerns residents have regarding proposed efforts.

August 9 – Benzonia Township

- Board approved transfer of marijuana license from GLNR to OUI'D.
- H. Rose was approved as new candidate/addition to fire department.
- Superintendent reported there were 216 transfers of ownership this year in the township.

August 10 – Centra Wellness Board Retreat

- Mission/Vision/Value Statements reviewed as well as by-laws, strategic plan and goals.
- Red Book Overview – a compilation of court cases and historic events that tie bar into the Mental Health Code and clarify relationship of entities.

August 14 – Benzie School Board

- Bus garage plans are moving forward; proposed square footage under sprinkling requirement. Plan includes three bays, one will allow for bus washing. Intent is to extend RFP in October with selection and approval in November.
- Negotiations for the sale of Crystal Lake Elementary are continuing.
- Verizon rep attended to answer questions regarding proposal to build a 300' high cell tower on 100' x 100' footprint on school property; rental and buyout options discussed.
- Homestead Hills Ribbon Cutting Ceremony August 30<sup>th</sup> at 4:30.
- First day of school September 5<sup>th</sup>.

August 18 – EDC

- Merit is underwriting a pilot program creating task force to build framework for digital equity piece of Robin and BEADS grants, Benzie is participating. This exercise will position Benzie at the forefront of the digital equity requirement.
- Tim Maylone provided an written update on the Benzie 'Internet For All' effort, this can be viewed in the EDC packet online; 785 households will be receiving postcards making them aware that fiber will be an option.
- True North Convenience Store in Honor has received permits to begin underground work. Meeting scheduled to establish timeline of project.
- Discussion regarding draft of Community Coordinator job description.



**22 Aug 23 BoC**

**Commissioner Cunningham, District 3**

**[kcunningham@benzieco.net](mailto:kcunningham@benzieco.net)**

**231.822.4067**

**Attended/Presented**

- 9 Aug Point Betsie Light House Richard Taylor reviewed Shoreline project. Board discussed future events.
- 15 Aug Frankfort City Council, public comment, pickleball has raised 17,000+ to support the sport. Dos Arboles to have a pickleball fundraiser in September. Frankfort dog park will be privately funded. Glider rides have been very successful, to date 270 rides and will continue to offer rides on the weekend throughout the summer. Two Grove Street houses sold to local families/move in date September. Frankfort Land Grant Housing is one of three finalists for TC 100+ Women/ award 100+K. Chief Cederholm, Frankfort Fire Dept is writing a resolution for a firefighter cadet program, he will be approaching the school systems.
- Chris Spence, treasurer/clerk wrote, Protecting MI Pension Grant, the city was awarded \$254,953 from the Michigan State Treasury. The award will be applied to the police 02 division. She will coordinate with MERS regional manager for accurate figures for the 2024/25 budget year.
- 15 Aug Crystal Lake Twp, public comment citizen concerned about the growing "squatter" population in two areas near the airport. He was concerned about safety, theft and property value. He asked who is responsible to enforce safety, county/township? CLTwp meetings may be viewed through the website and will shortly have a YouTube channel.
- 16 Aug Human Services Collaboration Benzie, Sue Campana/Benzie Early Childhood Coordinator outlined position. The position is funded by a one year grant. First strengthen home base childcare in Leelanau/Benzie/Grand Traverse. Purpose to offer quality care and education. She will survey providers (9 home child care known in Benzie). Priority, to connect them, identify and support their needs, offer central communication, help them navigate CDC/state funding. Learned regular Head Start is cancelled in Benzie; reason the school needed the classroom. Childcare class being coordinated with schools, Katie Johnston, Childcare professional is certified to teach. A known need, support with emotional issues of children.

**Community**

- 10 Aug Invited to attend NW Michigan County Fair, manned booth with Grand Traverse.
- 15 Aug Animal Welfare Treasurer, Leslie, would like to serve on the upcoming Ad Hoc committee for EMS/Animal Services. She shared that she is new with Animal Welfare, they recently granted substantial funds to three, local animal support groups.
- 16 Aug Business Accelerator CANCELLED.
- 18 Aug Coffee with local farmer.
- 18Aug plan to attend The Maples Luau.
- 19 Aug plan to attend Frankfort Art Fair.

***Report submitted 16 Aug 23***



## Tammy Bowers

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**From:** Evan Warsecke  
**Sent:** Thursday, August 17, 2023 3:19 PM  
**To:** Tammy Bowers  
**Subject:** district 6 report - E. Warsecke

08-09-2023 - Colfax Twp

The township along with neighbors are having issues with a home on S. Carmean Rd with blight and animal issues. I assisted the citizen with contacting animal control.

08-14-2023 - Inland Twp

Business as usual

08-17-2023 - Conservation District

Native seedling sale begins 08-17-23 - catalog available on line.  
Received a Rotary grant for \$8,500  
Currently working on their budget for the upcoming year.

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## **Tammy Bowers**

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**From:** Gary Sauer  
**Sent:** Wednesday, August 16, 2023 2:48 PM  
**To:** Tammy Bowers  
**Subject:** Commissioner Report District 7

Gilmore Twp. 8-8-2023

Passed Article 9 of the zoning ordinance. Discussed power washing the stairs down to Lake Michigan at the end of Grace Road. They will accept credit card payments for taxes in the future.

Weldon Twp. 8-8-2023

Normal business

Road Commission 8-10-2023

Received grant from state for MERS put them in good shape. Matt Scheels to retire this week will distribute his job among other employees until a replacement is found. Discussed turning over the access to the new elementary school to the school to maintain. Would like input from commissioners on this because we were asked and gave money for this project. They also decided to order 3 trucks this year and next because of the increase in costs. Concerned about the the new emissions standards coming in 2025.

Village of Thompsonville 8-14-2023

Vacancy of village council because of a resignation, they are to reach out to a couple of people that applied the last time to maybe see if still interested.

Will report on any other meetings I have.

Gary Sauer  
Commissioner District 7

Sent from my iPad

# Finance Report

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## **BILLS TO BE APPROVED September 12**

Motion to approve Vouchers in the amount of:

\$	<b>108,093.61</b>	General Fund (101)
\$	<b>24,759.91</b>	Jail Fund (213)
\$	<b>19,300.33</b>	Ambulance Fund & ALS (210)
\$	<b>21,727.87</b>	Funds 105-238
\$	<b>5,609.74</b>	ACO Fund (251)
\$	<b>34,448.00</b>	Building (249)
\$	<b>5,933.01</b>	Dispatch 911 Fund (261)
\$	<b>722,315.34</b>	Funds 239-292
\$	<b>233,038.21</b>	Funds 293-640
\$	<b>41,141.05</b>	701 Fund
\$	<b>1,326.71</b>	Trust and Agency Funds & MSU Trust & Agency Fund (702-771)

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\$	<b>1,217,693.78</b>
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**Payable August 18 to September 7**[illegible]

206-K-9 Fund  
207-Sheriff Reserve's  
208-Dive Team  
209-Resource Officer  
210-Benzie Kids  
211-D.A.R.E. Fund  
215-FOC

230-BVTMC  
232-Planning/Zoning  
235-CBDG  
238-EDC  
245-Remonumentation  
256-Reg of Deeds  
262-911-Training

269-Law Library  
270-Platte River Bridge  
271-Housing Grant  
276-Council on Aging  
285-Pt. Betsie Lighthouse  
292-Child Care Fund  
293-Soldiers Relief Fund

310-Gov't Ctr Addition-Debt  
315-Benzie Leelanau Health  
321-Jail Bond  
371-Jail Bldg Debt Millage  
425-Equipment Replace

09/07/2023 11:22 AM  
User: RLYnn  
DB: Benzie County

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY  
EXP CHECK RUN DATES 08/18/2023 - 09/07/2023  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 1/15

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 101 BOARD OF COMMISSIONERS					
101-101-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH	SEPTEMBER 2023 DENTAL	300.48	90917
101-101-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE INS	GROUP 1039923 SUB 1001 SEPTEMEBR 2023	52.52	91069
101-101-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	20.84	90975
101-101-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONE BILL FOR GOVERNMENT CENTER	43.53	91038
101-101-860.00	TRAVEL	KAREN CUNNINGHAM	TRAVEL FOR COUNTY COMMISSIONERS FOR AUC	55.28	90936
101-101-860.00	TRAVEL	MARKEY, TIM	JUNE AND JULY MILEAGE SHEET	110.70	90940
101-101-860.00	TRAVEL	KAREN CUNNINGHAM	PER DIEM/TRAVEL VOUCHER FOR JULY 2023	25.81	91017
101-101-860.00	TRAVEL	GARY SAUER	AUGUST 2023 PER DIEM/TRAVEL VOUCHER	170.30	91075
101-101-860.00	TRAVEL	JEANNOT, ART	PER DIEM/TRAVEL VOUCHER FOR AUGUST 2023	58.95	91084
101-101-900.00	PRINTING & PUBLISHING	THE PIONEER GROUP	43100200 BUDGET HEARING AND COMMITTEE F	243.00	91128
101-101-955.00	DUES & REGISTRATIONS	MICHIGAN TOWNSHIPS ASSOCI	MICHIGAN TOWNSHIP ASSOCIATION DUES FOR	505.00	91104
Total For Dept 101 BOARD OF COMMISSIONERS				1,586.41	
Dept 111 HISTORY (PAYROLL INS/FRINGE)					
101-111-717.00	MEDICAL/DENTAL/VISION INSURANCE	KOSIBOSKI, JEFFREY	RETIREE HEALTH SUPPLEMENT BENEFIT PER C	175.00	91091
101-111-717.00	MEDICAL/DENTAL/VISION INSURANCE	TUCKER, DAVID	MONTHLY RETIREE HEALTHCARE SUPPLEMNET	175.00	91132
Total For Dept 111 HISTORY (PAYROLL INS/FRINGE)				350.00	
Dept 172 ADMINISTRATOR					
101-172-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH	SEPTEMBER 2023 DENTAL	115.76	90917
101-172-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE INS	GROUP 1039923 SUB 1001 SEPTEMEBR 2023	103.16	91069
101-172-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	109.73	90975
101-172-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	10.50	90975
101-172-900.00	PRINTING & PUBLISHING	MI BENZIE CO RECORD PATRIC	SUBSCRIPTION RENEWAL	65.00	91025
101-172-955.00	DUES & REGISTRATIONS	MPELRA	LATE REGISTRATION FOR ANNUAL TRAINING C	250.00	90948
101-172-970.00	EQUIPMENT	JOHNSON CONTROLS FIRE PRO	LIGHTNING STRIKE FOR JAIL CONTROL SYSTE	2,174.00	91087
Total For Dept 172 ADMINISTRATOR				2,828.15	
Dept 215 COUNTY CLERK					
101-215-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH	SEPTEMBER 2023 DENTAL	204.84	90917
101-215-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE INS	GROUP 1039923 SUB 1001 SEPTEMEBR 2023	33.96	91069
101-215-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	102.72	90975
101-215-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	17.50	90975
101-215-727.00	OFFICE SUPPLIES	BENZIE COUNTY CLERK	NOTARY BOND FEE FOR TAMMY BOWERS	10.00	90906
101-215-727.00	OFFICE SUPPLIES	GOVERNMENTAL PRODUCTS LLC	DOCUMENT FOLDERS WHITE WITH GOLD INK	370.75	91012
101-215-955.00	DUES & REGISTRATIONS	BOWERS, TAMMY	MILEAGE REIMBURSEMENT REQUEST FOR CONFE	176.65	90909
101-215-963.00	COMPUTER SUPPORT	CHERRY LAN SYSTEMS, INC	QUARTERLY AMOUNT MAINTENANCE 10/01/23-1	600.00	91056
Total For Dept 215 COUNTY CLERK				1,516.42	
Dept 228 TECHNOLOGY					
101-228-963.00	COMPUTER SUPPORT	VC3 INC	SHERIFF LIGHTNING FALLOUT CLAIME (QUOTE	8,284.75	90987
101-228-963.00	COMPUTER SUPPORT	VC3 INC	8-1 SERVICE CALL FOR LIGHTNING STRIKE	865.44	90987
101-228-963.00	COMPUTER SUPPORT	VC3 INC	WINDOWS SERVER 2022 REMOTE DESKTOP SERV	906.25	91040
Total For Dept 228 TECHNOLOGY				10,056.44	
Dept 233 CENTRAL SERVICES					
101-233-730.00	POSTAGE	FP FINANCE PROGRAM	ADDED MONEY FOR POSTAGE	1,500.00	36
101-233-800.00	CONTRACTED SERVICES	TELNET WORLDWIDE	BENZIE COUNTY PHONES-ACCT# 61319	226.92	90978
101-233-850.00	TELEPHONE	TELNET WORLDWIDE	BENZIE COUNTY PHONES-ACCT# 61319	1,239.24	90978
101-233-874.00	MEDICAL INSURANCE - RETIREES	DELTA DENTAL PLAN OF MICH	SEPTEMBER 2023 DENTAL	184.23	90917
101-233-874.00	MEDICAL INSURANCE - RETIREES	FIDELITY SECURITY LIFE INS	GROUP 1044145 SUB 1001 SEPTEMBER 2023 F	32.48	91070
101-233-940.20	EQUIPMENT LEASE	FP FINANCE PROGRAM	POSTAGE METER RENTAL	234.00	90923
101-233-940.20	EQUIPMENT LEASE-40032368	TEAM FINANCIAL GROUP, INC.	CUSTOMER #40032368 CONTRACT #40032368-1	375.75	90977

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Fund 101 GENERAL FUND					
Dept 233 CENTRAL SERVICES					
101-233-940.20	EQUIPMENT LEASE	TELNET WORLDWIDE	BENZIE COUNTY PHONES-ACCT# 61319	254.00	90978
101-233-940.20	EQUIPMENT LEASE	WELLS FARGO VENDOR FIN SEF 450-0236145-001	SHARP COPIER BP-50C45	155.51	90983
101-233-940.20	EQUIPMENT LEASE-40029846	TEAM FINANCIAL GROUP, INC.	CUSTOMER #40029846 CONTRACT #40029846-1	189.93	91127
Total For Dept 233 CENTRAL SERVICES				4,392.06	
Dept 253 COUNTY TREASURER					
101-253-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH	SEPTEMBER 2023 DENTAL	175.31	90917
101-253-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE INS	GROUP 1039923 SUB 1001 SEPTEMEBR 2023	29.32	91069
101-253-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	57.34	90975
101-253-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	10.50	90975
101-253-727.00	OFFICE SUPPLIES	GOVERNMENTAL PRODUCTS LLC	OFFICE SUPPLIES-BOOK FLAPS	431.38	91012
Total For Dept 253 COUNTY TREASURER				703.85	
Dept 257 EQUALIZATION DEPARTMENT					
101-257-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH	SEPTEMBER 2023 DENTAL	127.98	90917
101-257-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE INS	GROUP 1039923-1001 JULY 2023-PAST DUE F	18.56	91010
101-257-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE INS	GROUP 1039923 SUB 1001 SEPTEMEBR 2023	18.56	91069
101-257-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	78.24	90975
101-257-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	10.50	90975
101-257-800.00	CONTRACTED SERVICES	W.A.S LLC	EQUALIZATION SERVICES FOR JULY 2023	5,000.00	37
Total For Dept 257 EQUALIZATION DEPARTMENT				5,253.84	
Dept 262 ELECTIONS					
101-262-727.00	OFFICE SUPPLIES - BALLOTS	THE PIONEER GROUP	43100200 BUDGET HEARING AND COMMITTEE F	155.00	91128
Total For Dept 262 ELECTIONS				155.00	
Dept 265 BUILDING & GROUNDS					
101-265-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH	SEPTEMBER 2023 DENTAL	26.72	90917
101-265-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE INS	GROUP 1039923 SUB 1001 SEPTEMEBR 2023	4.64	91069
101-265-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	28.62	90975
101-265-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	3.50	90975
101-265-748.00	GAS, OIL & GREASE-BUILDING & GRO	BENZIE COUNTY ROAD COMMIS	BUILDING AND GROUNDS FUEL FOR AUGUST 20	70.13	91047
101-265-750.00	MAINTENANCE SUPPLIES	HURST MECHANICAL	MATERIALS FOR PM INSPECTIONS	350.12	90927
101-265-750.00	MAINTENANCE SUPPLIES	KSS	KLEENEX	130.40	91019
101-265-750.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARE	ACCOUNT 1444	5.69	91029
101-265-750.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARE	BATTERIES/KEYS	53.93	91029
101-265-750.00	MAINTENANCE SUPPLIES	KSS	CLEANING SUPPLIES-TOWELS AND TP	524.15	91093
101-265-800.00	CONTRACTED SERVICES	KATHY HELINE CLEANING	CAMPUS CLEANING FOR MONTH OF AUGUST 202	5,600.00	91018
101-265-853.00	CELL PHONES	VERIZON WIRELESS	CELL PHONE BILL FOR GOVERNMENT CENTER	43.53	91038
101-265-853.00	CELLULAR PHONES	ZEITS, KATIE	MONTHLY STIPEND PHONE	30.00	91141
101-265-923.00	FUEL/PROPANE-DHS 9100 209 3120	DTE ENERGY	ACCT #9100 209 2920 4 JAIL 07/13/23-08/	178.04	90918
101-265-923.00	FUEL/PROPANE-DHS 9100 209 3120	DTE ENERGY	ACCT #9100 209 3120 0 DHS 07/13/23-08/1	52.82	90919
101-265-930.00	EQUIPMENT REPAIR	HURST MECHANICAL	LABOR AND MATERIAL TO ADD REFRIGERANT 1	858.84	91013
101-265-935.00	BUILDING REPAIRS	KERBY'S BACKHOE SERVICE, I	REPAIRS TO PARKING LOT BY RECYCLE DUMPS	3,693.50	90937
101-265-935.00	BUILDING REPAIRS	HURST MECHANICAL	PREVENTIVE MAINTENANCE INSPECTION	549.26	91013
Total For Dept 265 BUILDING & GROUNDS				12,203.89	
Dept 266 LEGAL & CONTRACTED SERVICES					
101-266-815.10	MGT - COST ALLOCATION PLAN	MGT OF AMERICA, INC.	FY2022 COST ALLOCATION PLAN	7,300.00	90944
Total For Dept 266 LEGAL & CONTRACTED SERVICES				7,300.00	
Dept 283 CIRCUIT COURT					
101-283-802.00	TRANSCRIPTS	LYSTER, CHRISTINE M.	TRANSCRIPTS FOR BENZIE COUNTY CIRCUIT C	444.25	91021

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Fund 101 GENERAL FUND					
Dept 283 CIRCUIT COURT					
101-283-804.00	RECORDING SERVICES	MARCIA TOMKIEWICZ	RECORDING SERVICES 08/23/23	180.00	91097
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT BARE & WESTFALL, P.C.		CT APPT 21-3137-NA & CT APPT 21-3156-NA	562.50	90991
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT MCDONALD, PATRICK		COURT APPOINTED ATTY FOR VARIOUS NA CAS	2,227.56	91023
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT OHEARN LEGAL		COURT APPOINTED ATTY	1,128.75	91030
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT NORTH POINTE LEGAL, PLC		COURT APPOINTED ATTY FOR VARIOUS NA CAS	15.00	91108
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT NORTH POINTE LEGAL, PLC		COURT APPOINTED ATTY FOR VARIOUS NA CAS	37.50	91108
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT NORTH POINTE LEGAL, PLC		COURT APPOINTED ATTY FOR VARIOUS NA CAS	570.00	91108
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT NORTH POINTE LEGAL, PLC		COURT APPOINTED ATTY FOR VARIOUS NA CAS	7.50	91108
101-283-810.00	LEGAL FEES - COURT APPOINTED ATT NORTH POINTE LEGAL, PLC		COURT APPOINTED ATTY FOR VARIOUS NA CAS	232.50	91108
101-283-813.00	PROBATION EXPENSES	WELLS FARGO VENDOR FIN SER	PROBATION COPIER FEE MX-M2630	67.52	91139
101-283-860.00	TRAVEL	QUAGLIA, VINCENT	MILEAGE AND MEALS FOR 08/1/23-08/10/23	193.16	90970
101-283-860.00	TRAVEL	KELLEY, CLAYTON	TRAVEL EXPENSE STATEMENT FOR FOC	75.00	91090
101-283-967.00	PROJECT EXPENSES - DRUG COURT GR	YAGER, WESLEY D	CONTRACTED SERVICES DRUG COURT	1,600.56	91140
Total For Dept 283 CIRCUIT COURT				7,341.80	
Dept 286 DISTRICT COURT					
101-286-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH	SEPTEMBER 2023 DENTAL	395.14	90917
101-286-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE INS	GROUP 1039923 SUB 1001 SEPTEMEBR 2023	64.76	91069
101-286-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN	SEPTEMBER 2023 LIFE & SH/LONG TERM INSI	180.02	90975
101-286-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN	SEPTEMBER 2023 LIFE & SH/LONG TERM INSI	23.28	90975
101-286-727.00	OFFICE SUPPLIES	MCCARDEL WATER CONDITIONIN	BOTTLE WATER WITH DELIVERY FEE	40.00	90943
101-286-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CENTERS	RIBBON. CM CALCULATOR DISPL, BNDR	96.70	91014
101-286-805.10	PROBATE CT APPOINTED ATTORNEY	MARY K. GOLDEN P566850	ATTY FEES	175.00	90941
101-286-805.10	PROBATE CT APPOINTED ATTORNEY	SMITH & JOHNSON	DANIEL CULP SR. ATTY FEES	125.00	90972
101-286-805.10	PROBATE CT APPOINTED ATTORNEY	SMITH & JOHNSON	JERRI ANN JOHNSON, ATTY FEES	175.00	90973
101-286-805.10	PROBATE CT APPOINTED ATTORNEY	SMITH & JOHNSON	PETER VOLAS-ATTY FEES	200.00	90974
101-286-805.10	PROBATE CT APPOINTED ATTORNEY	MARIE WALKER, PLLC	APPELLATE ATTORNEY FEES	255.00	91098
101-286-805.10	PROBATE CT APPOINTED ATTORNEY	OHEARN LEGAL	ATTY FEES-IN THE MATTER OF PETER YOUNG	110.00	91110
101-286-805.10	PROBATE CT APPOINTED ATTORNEY	SMITH & JOHNSON ATTORNEYS,	COURT APPOINTED ATTY	130.00	91119
101-286-811.00	INTERPRETER FEES	FIDELITY LANGUAGE RESOURCE	SPANISH INTERPRETER	120.00	91009
101-286-830.10	SERVICE CONTRACT	CHERRY LAN SYSTEMS, INC	MAINTANCE-ANNUAL AMOUNT MICHIGAN COURT	4,250.00	91056
101-286-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONE BILL FOR GOVERNMENT CENTER	195.09	91038
101-286-955.00	DUES & REGISTRATIONS	MEAD, JOHN D.	TRAVEL TO MANISTEE FOR SCAO MEETING	41.92	91024
101-286-955.00	DUES & REGISTRATIONS	NOWAK, KIM	ROUND TRIP TO MANISTEE FOR SCAO MEETING	41.92	91028
101-286-955.00	DUES & REGISTRATIONS	WALTER ARMSTRONG	SCAO MEETING-ROAD TRIP TO MANISTEE	41.92	91039
Total For Dept 286 DISTRICT COURT				6,660.75	
Dept 289 FRIEND OF THE COURT					
101-289-964.10	REIMBURSEMENT TO MANISTEE	MANISTEE COUNTY FOC	FOC REIMBURSEMENT FOR JULY 2023	10,906.34	91022
Total For Dept 289 FRIEND OF THE COURT				10,906.34	
Dept 296 PROSECUTING ATTORNEY					
101-296-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH	SEPTEMBER 2023 DENTAL	228.75	90917
101-296-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE INS	GROUP 1039923 SUB 1001 SEPTEMEBR 2023	38.60	91069
101-296-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN	SEPTEMBER 2023 LIFE & SH/LONG TERM INSI	128.07	90975
101-296-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN	SEPTEMBER 2023 LIFE & SH/LONG TERM INSI	17.50	90975
101-296-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONE BILL FOR GOVERNMENT CENTER	87.06	91038
101-296-901.00	RESOURCE MATERIALS	RELX INC. DBA LEXISNEXIS	AUGUST 2023	181.00	91115
Total For Dept 296 PROSECUTING ATTORNEY				680.98	
Dept 301 SHERIFF					
101-301-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH	SEPTEMBER 2023 DENTAL	891.05	90917
101-301-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE INS	GROUP 1039923 SUB 1001 SEPTEMEBR 2023	160.32	91069



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Fund 101 GENERAL FUND					
Dept 301 SHERIFF					
101-301-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN\	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	475.17	90975
101-301-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN\	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	52.50	90975
101-301-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, 1	JAIL AND ROAD OFFICE SUPPLIES	57.33	90902
101-301-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, 1	BATTERIES	15.50	90990
101-301-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD COMMISSE	FUEL ROAD/JAIL AUGUST 2023	4,214.63	91047
101-301-749.00	VEHICLE REPAIRS	NAPA AUTO SUPPLY, INC.	20-2 HEADLAMP BULB	13.29	91107
101-301-751.00	UNIFORMS	AMAZON CAPITAL SERVICES, 1	UNIFORMS - DS	58.00	90902
101-301-751.00	UNIFORMS	GALL'S, LLC	SUHY ROAD UNIFORMS	270.66	91074
101-301-751.00	UNIFORMS	NYE UNIFORM COMPANY	COOK CLASS A'S	182.85	91109
101-301-800.00	CONTRACTED SERVICES	MICHIGAN STATE POLICE - C	4TH QUARTER VPN 07/23 TO 09/23	387.00	90945
101-301-850.00	TELEPHONE	CHARTER COMMUNICATIONS	AUG 2023 TELE	22.20	91002
101-301-853.00	CELLULAR PHONES-ROAD PATROL	VERIZON WIRELESS	CELL PHONES - 07132023 TO 08122023	717.24	90981
101-301-855.00	RADIO MAINTENANCE/EQUIPMENT	MOTOROLA SOLUTIONS	3 HAND HELD RADIO CHARGERS - ROAD	419.64	91106
101-301-961.00	TRAINING & SCHOOLS	RIZE, KEVIN	PPCT INSTRUCTOR COURSE - SGT PACKARD	375.00	91116
101-301-970.00	EQUIPMENT	CMP DISTRIBUTORS	MHO VEST PLATE	234.00	91005
Total For Dept 301 SHERIFF				8,546.38	
Dept 333 SECONDARY ROAD PATROL					
101-333-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH1	SEPTEMBER 2023 DENTAL	97.96	90917
101-333-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE INS	GROUP 1039923 SUB 1001 SEPTEMEBR 2023	15.40	91069
101-333-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN\	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	35.08	90975
101-333-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN\	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	3.50	90975
101-333-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD COMMISSE	FUEL ROAD/JAIL AUGUST 2023	340.16	91047
Total For Dept 333 SECONDARY ROAD PATROL				492.10	
Dept 426 EMERGENCY MANAGEMENT					
101-426-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH1	SEPTEMBER 2023 DENTAL	50.63	90917
101-426-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE INS	GROUP 1039923 SUB 1001 SEPTEMEBR 2023	9.28	91069
101-426-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN\	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	36.60	90975
101-426-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN\	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	3.50	90975
Total For Dept 426 EMERGENCY MANAGEMENT				100.01	
Dept 442 DRAIN COMMISSION					
101-442-819.00	CONTRACT SERVICE - LAKE LEVELS	DIXON, CRAIG	MONTHLY CONTRACTED SERVICES FOR DAM WAI	333.33	91064
Total For Dept 442 DRAIN COMMISSION				333.33	
Dept 648 MEDICAL EXAMINER					
101-648-835.60	FORENSIC AUTOPSIES	GOSLINOSKI, LOIS R. DO	AUTOPSY FEES FOR AUGUST 2023	3,600.00	91011
101-648-970.00	EQUIPMENT- MEDICAL EXAMINER	STERICYCLE, INC.	SITE 002: BENZIE COUNTY EMS, STERI-SAFE	1,629.54	91125
101-648-970.00	EQUIPMENT- MEDICAL EXAMINER	TRINITY FLUIDS	SUPPLIES	527.55	91131
Total For Dept 648 MEDICAL EXAMINER				5,757.09	
Dept 649 MENTAL HEALTH					
101-649-836.00	APPROPRIATIONS	CENTRA WELLNESS NETWORK	MONTHLY APROPRIATION SEPT 23	9,534.51	91054
Total For Dept 649 MENTAL HEALTH				9,534.51	
Dept 710 MSU EXTENSION					
101-710-702.00	WAGES	MICHIGAN STATE UNIVERSITY DANA DOBIS	WAGE AND FRINGE PAY 07/1/23-	1,436.05	90946
Total For Dept 710 MSU EXTENSION				1,436.05	
Dept 711 REGISTER OF DEEDS					
101-711-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH1	SEPTEMBER 2023 DENTAL	175.31	90917
101-711-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE INS	GROUP 1039923 SUB 1001 SEPTEMEBR 2023	29.32	91069

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Fund 101 GENERAL FUND					
Dept 711 REGISTER OF DEEDS					
101-711-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN\	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	54.42	90975
101-711-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN\	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	10.50	90975
101-711-957.10	RECORD STORAGE	VC3 INC	GRAPHIC CARD FOR REGISTER OF DEEDS	642.00	91040
Total For Dept 711 REGISTER OF DEEDS				911.55	
Dept 751 PARKS & RECREATION DEPARTMENT					
101-751-721.00	PER DIEM	BARB IKENS	PARKS AND RECREATION MEETING 08/28/23	40.00	91045
101-751-721.00	PER DIEM-PARKS & REC	BEECHRAFT, PAUL	PARKS AND RECREATION COMMITTEE 08/28/23	40.00	91046
101-751-721.00	PER DIEM	DUPERRON, SEAN	PARKS AND RECREATION MEETING 08/28/23	40.00	91066
101-751-721.00	PER DIEM	HOOGETERP, EDWARD	PARKS AND RECREATION MEETING 08/28/23	40.00	91079
101-751-721.00	PER DIEM	JOHNSON, SHAUN	PARKS AND RECREATION MEETING 10/24/22	40.00	91088
101-751-721.00	PER DIEM	KRAUS, CHARLES	PARKS AND RECREATION MEETING 08/28/23	40.00	91092
101-751-721.00	PER DIEM	LEE FERGUSON	PARKS AND RECREATION MEETING 08/28/23	40.00	91094
101-751-721.00	PER DIEM	SKURDALL, BARBARA	PARKS AND RECREATION MEETING 08/28/23	40.00	91118
101-751-800.00	CONTRACTED SERVICES	NETWORKS NORTHWEST	BENZIE COUNTY RECREATION DIRECTOR FEASI	8,650.00	90951
101-751-860.00	TRAVEL	BARB IKENS	PARKS AND RECREATION MEETING 08/28/23	9.83	91045
101-751-860.00	TRAVE-PARKS & REC	BEECHRAFT, PAUL	PARKS AND RECREATION COMMITTEE 08/28/23	20.96	91046
101-751-860.00	TRAVEL	DUPERRON, SEAN	PARKS AND RECREATION MEETING 08/28/23	11.14	91066
101-751-860.00	TRAVEL	HOOGETERP, EDWARD	PARKS AND RECREATION MEETING 08/28/23	1.97	91079
101-751-860.00	TRAVEL	JOHNSON, SHAUN	PARKS AND RECREATION MEETING 10/24/22	3.28	91088
101-751-860.00	TRAVEL	KRAUS, CHARLES	PARKS AND RECREATION MEETING 08/28/23	14.41	91092
101-751-860.00	TRAVEL	LEE FERGUSON	PARKS AND RECREATION MEETING 08/28/23	13.10	91094
101-751-860.00	TRAVEL	SKURDALL, BARBARA	PARKS AND RECREATION MEETING 08/28/23	1.97	91118
Total For Dept 751 PARKS & RECREATION DEPARTMENT				9,046.66	
Total For Fund 101 GENERAL FUND				108,093.61	
Fund 210 AMBULANCE FUND					
Dept 265 BUILDING & GROUNDS					
210-265-750.00	MAINTENANCE SUPPLIES	MI PEST	ST 2 PEST CONTROL	66.00	91026
210-265-750.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARE	3 PLUG ADDAPTER	7.99	91029
210-265-820.00	GROUNDNS MAINTENANCE	CRYSTAL OUTDOOR SERVICES	SEPT LAWN CARE AT ST 2	100.00	91062
210-265-850.00	TELEPHONE	TELNET WORLDWIDE	BENZIE COUNTY PHONES-ACCT# 61319	20.49	90978
210-265-850.01	INTERNET, PHONE, CABLE	BRIGHTSPEED	INTERNET/PHONE CHARGES FOR THE MONTH OF	309.09	91000
210-265-850.01	INTERNET, PHONE, CABLE	CHARTER COMMUNICATIONS	ST 2 SPECTRUM SERVICES INSTALL AND INIT	327.04	91003
210-265-853.00	PHONES/TABLETS	AT & T MOBILITY	CELL PHONES FOR DISPATCH & EMS	298.54	90904
210-265-922.00	WATER & SEWER	MCCARDEL WATER CONDITIONIN	ST 3 WATER FILTERING AND CONDITIONING	61.50	91099
210-265-923.00	FUEL/PROPANE-EMS PARK AVE 9100 2	DTE ENERGY	ACCT #9100 209 2902 2 EMS PARK 07/13/23	15.69	90920
210-265-923.00	FUEL/PROPANE-EMS PINE LN 9100 20	DTE ENERGY	ACCT #9100 209 3107 7 EMS PINE LN 07/13	56.97	90921
210-265-923.00	FUEL/PROPANE-EMS TVILLE 9200 059	DTE ENERGY	ACCT #9200 059 5461 4 EMS TVILLE 07/14/	55.26	90922
Total For Dept 265 BUILDING & GROUNDS				1,318.57	
Dept 651 EMERGENCY MEDICAL TECHNICIANS					
210-651-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH1	SEPTEMBER 2023 DENTAL	124.68	90917
210-651-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE INS	GROUP 1039923 SUB 1001 SEPTEMEBR 2023	20.04	91069
210-651-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN\	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	58.95	90975
210-651-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN\	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	7.00	90975
Total For Dept 651 EMERGENCY MEDICAL TECHNICIANS				210.67	
Dept 655 ADVANCED LIFE SUPPORT (ALS)					
210-655-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH1	SEPTEMBER 2023 DENTAL	992.31	90917
210-655-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE INS	GROUP 1039923 SUB 1001 SEPTEMEBR 2023	163.48	91069
210-655-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN\	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	477.14	90975

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 210 AMBULANCE FUND					
Dept 655 ADVANCED LIFE SUPPORT (ALS)					
210-655-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN\	SEPTEMBER 2023 LIFE & SH/LONG TERM INSI	49.00	90975
210-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, LLC	ACCT# 100911-MEDICAL SUPPLIES FOR EMS	306.62	90908
210-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, LLC	ACCT# 100911 MEDICAL SUPPLIES-EMS	176.99	90908
210-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, LLC	MED SUPPLIES	458.58	90999
210-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, LLC	MED SUPPLIES	2.15	90999
210-655-735.00	MEDICAL SUPPLIES	TELEFLEX LLC	IO NEEDLES	409.50	91035
210-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, LLC	MED SUPPLIES	282.49	91052
210-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, LLC	MED SUPPLIES	172.98	91052
210-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, LLC	MED SUPPLIES	455.98	91052
210-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, LLC	MED SUPPLIES	2.15	91052
210-655-735.00	MEDICAL SUPPLIES	STRYKER SALES, LLC	REPLACEMENT BAGS FOR LIFEPAKCS ***NO	1,315.08	91126
210-655-748.00	GAS, OIL & GREASE	WEX BANK	SHELL FUEL FLEET CARDS	350.09	90984
210-655-748.00	GAS, OIL & GREASE-EMS	BENZIE COUNTY ROAD COMMIS	EMS FUEL FOR AUGUST 2023	3,492.42	91047
210-655-749.00	VEHICLE REPAIRS	QUALITY CAR & TRUCK REPAIR	INSTALL POWER LOAD AND BUMPER UPGRADE C	908.49	91114
210-655-751.00	UNIFORMS	BAY SUPPLY & MARKETING, IN	POLO EMS LOGO	70.00	90993
210-655-751.00	UNIFORMS	TELE-RAD, INC.	SHIRTS FOR STOCK, AND 3 FOR KENT ADAMS	279.93	91034
210-655-800.01	CONTRACTED SERVICES - BILLING	FIRE RECOVERY EMS	AUGUST EMS BILLING	5,441.71	91071
210-655-970.00	EQUIPMENT	BIOMEDICAL SOLUTIONS	ANNUAL PM ON DME	1,900.00	91051
210-655-970.00	EQUIPMENT	DA DESIGNS	GRAPHICS FOR NEW AMBULANCE	64.00	91063
Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)				17,771.09	
Total For Fund 210 AMBULANCE FUND				19,300.33	
Fund 213 JAIL OPERATIONS FUND					
Dept 265 BUILDING & GROUNDS					
213-265-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN\	SEPTEMBER 2023 LIFE & SH/LONG TERM INSI	28.63	90975
213-265-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN\	SEPTEMBER 2023 LIFE & SH/LONG TERM INSI	3.50	90975
213-265-783.00	EQUIP. SERVICES & SUPPLIES	KSS	KLEENEX	319.20	91019
213-265-783.00	EQUIP. SERVICES & SUPPLIES	NUGENT ACE HARDWARE	ACCOUNT 1444	44.91	91029
213-265-850.00	TELEPHONE	TELNET WORLDWIDE	BENZIE COUNTY PHONES-ACCT# 61319	49.22	90978
213-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONES - 07132023 TO 08122023	181.19	90981
213-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	ACCT #9100 209 2920 4 JAIL 07/13/23-08/	435.87	90918
213-265-935.00	JAIL REPAIRS	BENZIE-LEELANAU DIST. HEA	FOOD INSPECTION ON 08/24/23	22.16	90996
213-265-935.00	JAIL REPAIRS	HURST MECHANICAL	PREVENTIVE MAINTENANCE INSPECTION	1,344.61	91013
213-265-935.00	JAIL REPAIRS	NUGENT ACE HARDWARE	ACCOUNT 1444	29.98	91029
Total For Dept 265 BUILDING & GROUNDS				2,459.27	
Dept 351 JAIL - CORRECTIONS					
213-351-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH	SEPTEMBER 2023 DENTAL	991.82	90917
213-351-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE IN	GROUP 1039923 SUB 1001 SEPTEMEBR 2023	143.44	91069
213-351-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN\	SEPTEMBER 2023 LIFE & SH/LONG TERM INSI	451.67	90975
213-351-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN\	SEPTEMBER 2023 LIFE & SH/LONG TERM INSI	47.78	90975
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, 1	JAIL AND ROAD OFFICE SUPPLIES	87.42	90902
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, 1	BATTERIES	15.50	90990
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, 1	WIRED KEYBOARDS - JAIL	69.98	90990
213-351-727.00	OFFICE SUPPLIES	VC3 INC	ADDITIONAL ITEM NEEDED-DISPLAY PORT ADP	28.14	91040
213-351-740.00	FOOD SUPPLIES	CANTEEN SERVICES	JAIL FOOD SUPPLIES	2,496.20	91001
213-351-740.00	FOOD SUPPLIES	CANTEEN SERVICES	FOOD SUPPLIES 08/20/23 TO 08/26/2023	2,504.33	91001
213-351-740.00	FOOD SUPPLIES	CANTEEN SERVICES	FOOD SUPPLIES 08272023 TO 09022023	2,545.95	91053
213-351-742.00	KITCHEN SUPPLIES	AMAZON CAPITAL SERVICES, 1	JAIL KITCHEN PRINTER INK	74.40	90990
213-351-742.00	KITCHEN SUPPLIES	BENZIE-LEELANAU DIST. HEA	FOOD INSPECTION ON 08/24/23	67.84	90996
213-351-748.00	GAS, OIL & GREASE	NAPA AUTO SUPPLY, INC.	JAIL CAR WASH SUPPLIES	17.18	90950
213-351-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD COMMIS	FUEL ROAD/JAIL AUGUST 2023	136.70	91047

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Fund 213 JAIL OPERATIONS FUND					
Dept 351 JAIL - CORRECTIONS					
213-351-834.00	PRISONER MEDICAL	CORRECTIONAL RECOVERY	CR FEE & CLAIMS BALANCE RM DOS 06122023	55.05	90915
213-351-834.00	PRISONER MEDICAL	ALL ACCESS CARE PLLC	AUGUST MEDICAL - GT COUNTY INMATES	1,079.71	91042
213-351-834.00	PRISONER MEDICAL	ALL ACCESS CARE PLLC	JAIL MEDICAL - AUGUST 2023 BENZIE CO 1	11,022.53	91042
213-351-940.20	EQUIPMENT LEASE - COPIER-4003142	TEAM FINANCIAL GROUP, INC.	CUSTOMER 40031429-1 CONTRACT 40031429-	307.00	90977
213-351-980.01	BIO-HAZARDS EQUIPMENT	COMMAND SOURCING, INC.	GLOVES - FENT BARRIER - JAIL	158.00	91058
Total For Dept 351 JAIL - CORRECTIONS				22,300.64	
Total For Fund 213 JAIL OPERATIONS FUND				24,759.91	
Fund 216 SEASONAL ROAD PATROL FUND					
Dept 335 SEASONAL ROAD PATROL					
216-335-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD COMMISSE	FUEL ROAD/JAIL AUGUST 2023	391.45	91047
Total For Dept 335 SEASONAL ROAD PATROL				391.45	
Total For Fund 216 SEASONAL ROAD PATROL FUND				391.45	
Fund 218 MARINE PATROL FUND					
Dept 000					
218-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD COMMISSE	FUEL ROAD/JAIL AUGUST 2023	149.02	91047
218-000-930.00	EQUIPMENT REPAIR	NUGENT ACE HARDWARE	ACCOUNT 1444	15.98	91029
Total For Dept 000				165.00	
Total For Fund 218 MARINE PATROL FUND				165.00	
Fund 228 SOLID WASTE/RECYCLING FUND					
Dept 000					
228-000-702.00	WAGES	CHRISTOPHER COTE	HHW COLLECTION	100.00	90912
228-000-702.00	WAGES	JOHN LAWRENCE	SCRAP TIRE COLLECTION	225.00	90933
228-000-702.00	WAGES	MIKE MACKIN	SCRAP TIRE COLLECTION	100.00	90947
228-000-702.00	WAGES	WOLFE, SAMANTHA	HHW COLLECTION	100.00	90985
228-000-702.00	WAGES	ZYLSTRA, SCOTT	JULY SITE ATTENDANT	1,260.00	90986
228-000-702.00	WAGES	ZYLSTRA, SCOTT	AUGUST BIN CHECK	1,400.00	91142
228-000-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICHIGAN	SEPTEMBER 2023 DENTAL	26.72	90917
228-000-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE INSURANCE GROUP	1039923 SUB 1001 SEPTEMBER 2023	4.64	91069
228-000-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPANY	SEPTEMBER 2023 LIFE & SH/LONG TERM INSURANCE	29.96	90975
228-000-721.00	PER DIEM	ANNIE BROWNING	SWAC PER DIEM	40.00	90903
228-000-721.00	PER DIEM	CHRISTOPHER COTE	SWAC PER DIEM	40.00	90912
228-000-721.00	PER DIEM	SCHAFFER COMPANY LLC	SWAC PER DIEM	40.00	90971
228-000-721.00	PER DIEM	WARREN, TODD	SWAC PER DIEM	40.00	90982
228-000-721.00	PER DIEM	WOLFE, SAMANTHA	SWAC PER DIEM	40.00	90985
228-000-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPANY	SEPTEMBER 2023 LIFE & SH/LONG TERM INSURANCE	3.50	90975
228-000-748.00	GAS, OIL & GREASE- RECYCLING	BENZIE COUNTY ROAD COMMISSE	RECYCLING FUEL FOR AUGUST 2023	106.53	91047
228-000-800.00	CONTRACTED SERVICES-RECYCLING	GFL ENVIRONMENTAL	RECYCLING SERVICES FOR JULY	14,910.58	90924
228-000-850.00	TELEPHONE	TELNET WORLDWIDE	BENZIE COUNTY PHONES-ACCT# 61319	9.99	90978
228-000-850.00	TELEPHONE	VERIZON WIRELESS	CELL PHONE BILL FOR GOVERNMENT CENTER	43.53	91038
228-000-860.00	TRAVEL	SCHAFFER COMPANY LLC	SWAC MILEAGE	3.51	90971
228-000-860.00	TRAVEL	WARREN, TODD	SWAC MILEAGE	8.05	90982
228-000-860.00	TRAVEL	WOLFE, SAMANTHA	SWAC MILEAGE	14.04	90985
228-000-900.00	PUBLIC RELATIONS-PRINTG/PUBLISHING	THE PIONEER GROUP	SCRAP TIRE ADVERTISING	200.00	90979
228-000-934.00	OTHER REPAIRS/ MAINTENANCE - SITE	GFL ENVIRONMENTAL	RECYCLING SERVICES FOR JULY	581.00	90924
Total For Dept 000				19,327.05	
Total For Fund 228 SOLID WASTE/RECYCLING FUND				19,327.05	

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Fund 236 SCHOOL RESOURCE OFFICER					
Dept 000					
236-000-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH	SEPTEMBER 2023 DENTAL	148.59	90917
236-000-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE INS	GROUP 1039923 SUB 1001 SEPTEMEBR 2023	24.68	91069
236-000-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN	SEPTEMBER 2023 LIFE & SH/LONG TERM INSI	68.23	90975
236-000-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN	SEPTEMBER 2023 LIFE & SH/LONG TERM INSI	7.00	90975
236-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD COMMIS	FUEL ROAD/JAIL AUGUST 2023	835.25	91047
236-000-957.00	MISCELLANEOUS	POSITIVE PROMOTIONS, INC	SRO GIVEAWAYS	666.49	90969
236-000-957.00	MISCELLANEOUS	VERIZON WIRELESS	CELL PHONES - 07132023 TO 08122023	94.13	90981
Total For Dept 000				1,844.37	
Total For Fund 236 SCHOOL RESOURCE OFFICER				1,844.37	
Fund 239 LAND BANK AUTHOITY FUND					
Dept 000					
239-000-967.00	PROJECT EXPENSES	FISHBECK	BC LAND BANK SERVICES	2,541.40	91072
239-000-967.00	PROJECT EXPENSES	FISHBECK	BC LAND BANK SERVICES	39.00	91073
239-000-967.00	PROJECT EXPENSES	VILLAGE OF THOMPSONVILLE	2023 VILLAGE TXS 12-501-061-00	13.10	91135
239-000-967.00	PROJECT EXPENSES	VILLAGE OF THOMPSONVILLE	VILLAGE 2023 TXS 12-501-062-00	7.17	91136
239-000-967.00	PROJECT EXPENSES	WELDON TOWNSHIP TREASURER	2023 SUMMER TXS 12-501-061-00	20.41	91137
239-000-967.00	PROJECT EXPENSES	WELDON TOWNSHIP TREASURER	2023 SUMMER TXS 12-501-062-00	11.17	91138
Total For Dept 000				2,632.25	
Total For Fund 239 LAND BANK AUTHOITY FUND				2,632.25	
Fund 249 BUILDING DEPARTMENT FUND					
Dept 371 BUILDING INSPECTOR					
249-371-800.00	BUILDING PERMITS	ASSOCIATED GOVERNMENT SER	PERMIT FEES FOR AUGUST 2023	15,160.00	91044
249-371-963.00	COMPUTER SUPPORT	VC3 INC	FOR PAYMENT OF QUOTE VC3Q25980	935.00	91040
Total For Dept 371 BUILDING INSPECTOR				16,095.00	
Dept 372 PLUMBING INSPECTOR					
249-372-800.00	PLUMBING PERMITS	ASSOCIATED GOVERNMENT SER	PERMIT FEES FOR AUGUST 2023	3,662.00	91044
Total For Dept 372 PLUMBING INSPECTOR				3,662.00	
Dept 373 MECHANICAL INSPECTOR					
249-373-800.00	MECHANICAL PERMITS	ASSOCIATED GOVERNMENT SER	PERMIT FEES FOR AUGUST 2023	6,470.00	91044
Total For Dept 373 MECHANICAL INSPECTOR				6,470.00	
Dept 375 ELECTRICAL INSPECTOR					
249-375-800.00	ELECTRICAL PERMITS	ASSOCIATED GOVERNMENT SER	PERMIT FEES FOR AUGUST 2023	8,221.00	91044
Total For Dept 375 ELECTRICAL INSPECTOR				8,221.00	
Total For Fund 249 BUILDING DEPARTMENT FUND				34,448.00	
Fund 251 ANIMAL CONTROL FUND					
Dept 265 BUILDING & GROUNDS					
251-265-850.00	TELEPHONE	TELNET WORLDWIDE	BENZIE COUNTY PHONES-ACCT# 61319	34.18	90978
251-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	CELL PHONE BILL FOR GOVERNMENT CENTER	88.54	91038
251-265-924.00	ELECTRIC-ANIMAL CONTROL 1000 060	CONSUMERS ENERGY	100006081572 ANIMAL CONTROL	336.42	91059
251-265-924.00	ELECTRIC & HEATING	DTE ENERGY	910020929329 ANIMAL CONTROL	233.36	91065
Total For Dept 265 BUILDING & GROUNDS				692.50	
Dept 430 ANIMAL CONTROL					
251-430-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH	SEPTEMBER 2023 DENTAL	124.68	90917
251-430-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE INS	GROUP 1039923 SUB 1001 SEPTEMEBR 2023	20.04	91069

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Fund 251 ANIMAL CONTROL FUND					
Dept 430 ANIMAL CONTROL					
251-430-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN\	SEPTEMBER 2023 LIFE & SH/LONG TERM INSI	58.93	90975
251-430-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN\	SEPTEMBER 2023 LIFE & SH/LONG TERM INSI	7.00	90975
251-430-748.00	GAS, OIL & GREASE-ANIMAL CONTROL	BENZIE COUNTY ROAD COMMIS\	ANIMAL CONTROL FUEL FOR AUGUST 2023	336.51	91047
251-430-748.00	GAS, OIL & GREASE	EXPRESS LUBE & TIRE SERVI\	OIL CHANGE 23 TAHOE	104.51	91068
251-430-835.20	ANIMAL EXPENSES	PLATTE LAKE VETERINARY	CLJMIBCA-373 MED FOR SICK CAT	65.65	90952
251-430-835.20	ANIMAL EXPENSES	PLATTE LAKE VETERINARY	CLJMIBCA-320 SICK CAT/MIBCA-319 VACCINES/M	254.45	90953
251-430-835.20	ANIMAL EXPENSES	PLATTE LAKE VETERINARY	CLJMIBCA-320 MEDS AND TESTS/MIBCA-350 SPA	381.15	90954
251-430-835.20	ANIMAL EXPENSES	PLATTE LAKE VETERINARY	CLJMIBCA-361 VACCINES	13.57	90955
251-430-835.20	ANIMAL EXPENSES	PLATTE LAKE VETERINARY	CLJEUTHANASIA X2 AGGRESSIVE DOGS	10.00	90956
251-430-835.20	ANIMAL EXPENSES	PLATTE LAKE VETERINARY	CLJMIBCA-365 VACCINES	8.56	90957
251-430-835.20	ANIMAL EXPENSES	PLATTE LAKE VETERINARY	CLJMIBCA-320 SPAY AND VACC/MIBCA-379 VACCI	280.46	90958
251-430-835.20	ANIMAL EXPENSES	PLATTE LAKE VETERINARY	CLJMIBCA-384 VACCINES/ SICK CAT MED	117.97	90959
251-430-835.20	ANIMAL EXPENSES	PLATTE LAKE VETERINARY	CLJMIBCA-366SICK CAT/MIBCA-386 QUILL REMOV	588.79	90960
251-430-835.20	ANIMAL EXPENSES	PLATTE LAKE VETERINARY	CLJMIBCA-373 KITTEN WITH DAMAGED EYE	17.20	90961
251-430-835.20	ANIMAL EXPENSES	PLATTE LAKE VETERINARY	CLJMIBCA-387 SUDATION MEDS	6.58	90962
251-430-835.20	ANIMAL EXPENSES	PLATTE LAKE VETERINARY	CLJMIBCA-386 NEUTER AND VACC/MIBCA-385 MEI	348.75	90963
251-430-835.20	ANIMAL EXPENSES	PLATTE LAKE VETERINARY	CLJMIBCA-387 EUTH	22.28	90964
251-430-835.20	ANIMAL EXPENSES	PLATTE LAKE VETERINARY	CLJMIBCA-395 VACCINES	6.54	90965
251-430-835.20	ANIMAL EXPENSES	PLATTE LAKE VETERINARY	CLJMIBCA-397 DEWOMER	56.50	90966
251-430-835.20	ANIMAL EXPENSES	PLATTE LAKE VETERINARY	CLJMIBCA-397 SPAY	209.98	90967
251-430-835.20	ANIMAL EXPENSES	PLATTE LAKE VETERINARY	CLJMIBCA-364 SPAY AND VACC/MIBCA-400 EUTH/	248.00	90968
251-430-835.20	ANIMAL EXPENSES	BETSIE RIVER VETERINARY	CI INVOICE PAYMENT CORRECTION FROM 2017-2	3,545.49	90997
251-430-835.20	ANIMAL EXPENSES	PLATTE LAKE VETERINARY	CLJMIBCA-407 NEUTER AND VACC/MIBCA-411 SP	226.87	91111
251-430-835.20	ANIMAL EXPENSES	PLATTE LAKE VETERINARY	CLJMIBCA-364 SURGURY/MIBCA- NEUTER AND VAC	619.98	91112
251-430-835.50	DISPOSALS & BURIALS	GFL ENVIRONMENTAL	002129320 ANIMAL CONTROL	23.02	91076
251-430-963.00	COMPUTER SUPPORT	TKS SECURITY	ACO QUARTERLY DOOR CONTROL SERVICE	75.00	91129
Total For Dept 430 ANIMAL CONTROL				7,778.46	
Total For Fund 251 ANIMAL CONTROL FUND				8,470.96	
Fund 254 SOIL EROSION (SESSC) FUND					
Dept 380 SOIL EROSION CONTROL					
254-380-800.00	SOIL EROSION PERMITS	ASSOCIATED GOVERNMENT SER\	PERMIT FEES FOR AUGUST 2023	2,600.00	91044
Total For Dept 380 SOIL EROSION CONTROL				2,600.00	
Total For Fund 254 SOIL EROSION (SESSC) FUND				2,600.00	
Fund 261 911 EMERGENCY SERVICE FUND					
Dept 325 DISPATCH/COMMUNICATION					
261-325-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH\	SEPTEMBER 2023 DENTAL	454.69	90917
261-325-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE INS\	GROUP 1039923 SUB 1001 SEPTEMEBR 2023	66.44	91069
261-325-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN\	SEPTEMBER 2023 LIFE & SH/LONG TERM INSI	279.91	90975
261-325-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN\	SEPTEMBER 2023 LIFE & SH/LONG TERM INSI	31.50	90975
261-325-727.00	OFFICE SUPPLIES	KSS	KLEENEX	7.40	91019
261-325-727.00	OFFICE SUPPLIES	NUGENT ACE HARDWARE	ACCOUNT 1444	10.31	91029
261-325-830.00	911 MAINTENANCE CONTRACT	ID NETWORKS, INC.	ANNUAL SERVICE RENEWAL NON 911 MDT MOBI	2,781.00	90929
261-325-853.00	CELLULAR PHONES	AT & T MOBILITY	CELL PHONES FOR DISPATCH & EMS	1,050.79	90904
261-325-853.00	CELLULAR PHONES	TELNET WORLDWIDE	BENZIE COUNTY PHONES-ACCT# 61319	36.22	90978
261-325-855.00	RADIO MAINTENANCE/EQUIPMENT	AMAZON CAPITAL SERVICES, I	REPLACEMENT HEADSET FOAMS	16.95	90902
261-325-954.10	RENT	DTE ENERGY	ACCT #9100 209 2920 4 JAIL 07/13/23-08/	10.10	90918
261-325-954.10	RENT	HURST MECHANICAL	PREVENTIVE MAINTENANCE INSPECTION	31.13	91013
261-325-970.00	EQUIPMENT	VC3 INC	SHERIFF 2012 SERVER REPLACEMENT	861.00	91040
261-325-970.00	EQUIPMENT	AMAZON CAPITAL SERVICES, I	OFFICE SUPPLIES- KEYBOARD CASE, PENCILS	295.57	91043

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Fund 261 911 EMERGENCY SERVICE FUND					
Dept 325 DISPATCH/COMMUNICATION					
		Total For Dept 325 DISPATCH/COMMUNICATION		5,933.01	
		Total For Fund 261 911 EMERGENCY SERVICE FUND		5,933.01	
Fund 263 CPL CLERK TECHNOLOGY FUND					
Dept 000					
263-000-727.00	OFFICE SUPPLIES	IDENTISYS INC.	CUSTOM PREPRINTED CARDS (500 TRAY)	126.47	90930
		Total For Dept 000		126.47	
		Total For Fund 263 CPL CLERK TECHNOLOGY FUND		126.47	
Fund 265 TNT OFFICER MILLAGE FUND					
Dept 000					
265-000-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH	SEPTEMBER 2023 DENTAL	26.72	90917
265-000-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE INS	GROUP 1039923 SUB 1001 SEPT	4.64	91069
265-000-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN	SEPTEMBER 2023 LIFE & SH/LONG TERM INST	35.08	90975
265-000-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN	SEPTEMBER 2023 LIFE & SH/LONG TERM INST	3.50	90975
265-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD COMMIS	FUEL ROAD/JAIL AUGUST 2023	127.56	91047
265-000-840.00	INTELL/INVESTIGATIONS	TRANSUNION RISK & ALTERNAT	AUGUST 2023 INTELL	75.00	91130
265-000-853.00	CELLULAR PHONES-TNT	VERIZON WIRELESS	CELL PHONES - 07132023 TO 08122023	40.61	90981
		Total For Dept 000		313.11	
		Total For Fund 265 TNT OFFICER MILLAGE FUND		313.11	
Fund 269 LAW LIBRARY FUND					
Dept 000					
269-000-901.00	RESOURCE MATERIALS	MATTHEW BENDER & CO., INC.	MI EVIDENCE COURTRROM 2023	320.23	90942
269-000-901.00	RESOURCE MATERIALS	ICLE	MI APPELLATE HANDBOOK JULY 2023	128.50	91081
		Total For Dept 000		448.73	
		Total For Fund 269 LAW LIBRARY FUND		448.73	
Fund 276 COMMISSION ON AGING MILLAGE FUND					
Dept 000					
276-000-800.00	CONTRACTED SERVICES	BENZIE SENIOR RESOURCES	MONTHLY PAYMENT FOR CONTRACTED SERVICES	111,108.00	91049
		Total For Dept 000		111,108.00	
		Total For Fund 276 COMMISSION ON AGING MILLAGE FUND		111,108.00	
Fund 285 POINT BETSIE LIGHTHOUSE FUND					
Dept 808 5.1 M STATE GRANT					
285-808-800.00	CONTRACTED SERVICES - ENGINEERIN	BARR ENGINEERING CO.	POINT BETSIE SHORELINE PROTECTION SYSTE	1,183.50	90992
		Total For Dept 808 5.1 M STATE GRANT		1,183.50	
		Total For Fund 285 POINT BETSIE LIGHTHOUSE FUND		1,183.50	
Fund 286 AMERICAN RESCUE PLAN ACT (ARPA) GRANT					
Dept 000					
286-000-967.00	PROJECT EXPENSES	HOMESTRETCH NONPROFIT HOU	ARPA FUNDS APPROVED BY BOARD FOR 1290 M	500,000.00	90926
286-000-967.00	PROJECT EXPENSES	CHERRY CAPITAL CONNECTION	BENZIE COUNTY-INTERNET FOR ALL	100,000.00	91055
		Total For Dept 000		600,000.00	
		Total For Fund 286 AMERICAN RESCUE PLAN ACT (ARPA) GR		600,000.00	



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Fund 292 CHILD CARE FUND					
Dept 000					
292-000-840.95	IN HOME CARE MISC.	CARLY BAILEY	TRAVEL EXPENSE STATEMENT	157.34	90910
292-000-840.95	IN HOME CARE MISC.	ROBINSON, KELLIE	AUGUST 2023 TRAVEL EXPENSE STATEMENT	486.72	91117
292-000-850.00	TELEPHONE	ROBINSON, KELLIE	AUGUST 2023 TRAVEL EXPENSE STATEMENT	50.00	91117
292-000-860.00	TRAVEL/GAS CARDS	ROBINSON, KELLIE	AUGUST 2023 TRAVEL EXPENSE STATEMENT	348.00	91117
Total For Dept 000				1,042.06	
Total For Fund 292 CHILD CARE FUND				1,042.06	
Fund 293 VETERAN'S RELIEF FUND					
Dept 000					
293-000-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH	SEPTEMBER 2023 DENTAL	26.72	90917
293-000-717.00	MEDICAL/DENTAL/VISION INSURANCE	FIDELITY SECURITY LIFE INS	GROUP 1039923 SUB 1001 SEPTEMEBR 2023	4.64	91069
293-000-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	34.41	90975
293-000-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN	SEPTEMBER 2023 LIFE & SH/LONG TERM INSU	3.50	90975
293-000-839.10	VETERANS FINANCIAL AID	CHERRYLAND ELECTRIC	ACCT# 8685210	299.72	91004
293-000-839.10	VETERANS FINANCIAL AID	STATE FARM INSURNACE COMP	ACCT #1083-2496-04	153.64	91032
293-000-839.10	VETERANS FINANCIAL AID	PRECISION PLUMING & HEATIN	R1212152022034833-1 VETERANS HALF	2,448.11	91113
293-000-850.00	TELEPHONE	TELNET WORLDWIDE	BENZIE COUNTY PHONES-ACCT# 61319	26.74	90978
293-000-900.00	PRINTING & PUBLISHING	BLACK DIAMOND BROADCASTING	VETERAN'S ADVERTISING	1,568.00	90998
293-000-900.00	PRINTING & PUBLISHING	THE PIONEER GROUP	VETERANS AFFAIRS ADVERTISING	480.00	91036
293-000-900.00	PRINTING & PUBLISHING	EPICENTER GRAPHICS	VETRANS AFFAIRS WRAP	4,000.00	91067
293-000-900.00	PRINTING & PUBLISHING	MIDWESTERN BROADCASTING	VETERANS AFFAIRS BROADCASTING	1,260.00	91105
Total For Dept 000				10,305.48	
Total For Fund 293 VETERAN'S RELIEF FUND				10,305.48	
Fund 296 JUVENILE JUSTICE FUND					
Dept 000					
296-000-800.00	CONTRACTUAL SERVICES	LORI R. WADE	SOCIAL WORK SERVICES TO BENZIE COUNTY I	3,750.00	91095
Total For Dept 000				3,750.00	
Total For Fund 296 JUVENILE JUSTICE FUND				3,750.00	
Fund 401 CAPITAL IMPROVEMENT FUND					
Dept 000					
401-000-967.00	PROJECT EXPENSES	VC3 INC	FOR PAYMENT OF QUOTE VC3Q25980	981.00	91040
401-000-967.00	PROJECT EXPENSES	VC3 INC	SHERIFF 2012 SERVER REPLACEMENT	7,749.00	91040
Total For Dept 000				8,730.00	
Dept 101 BOARD OF COMMISSIONERS					
401-101-967.00	PROJECT EXPENSES (GENERAL FUND)	VC3 INC	2 DELL LAPTOPS	3,320.00	91040
Total For Dept 101 BOARD OF COMMISSIONERS				3,320.00	
Dept 901 911/EOC EXPANSION PROJECT					
401-901-967.00	PROJECT EXPENSES (911/EOC)	GRAND TRAVERSE CONSTRUCTIO	PERIOD OF 07/25-2023-07/31/2023	25,805.03	90925
401-901-967.00	PROJECT EXPENSES (911/EOC)	ENVIRONMENT ARCHITECTS	WORK DONE THRU 8/27/23-CENTRAL DISPATCH	6,800.00	91008
401-901-967.00	PROJECT EXPENSES (911/EOC)	GRAND TRAVERSE CONSTRUCTIO	PAY REQUEST 3 FOR 08/29/23-08/31/23	173,289.85	91077
Total For Dept 901 911/EOC EXPANSION PROJECT				205,894.88	
Total For Fund 401 CAPITAL IMPROVEMENT FUND				217,944.88	
Fund 425 EQUIPMENT REPLACEMENT FUND					
Dept 426 EMERGENCY MANAGEMENT					
425-426-967.02	PROJECT EXPENSES - CERT	AMAZON CAPITAL SERVICES, I	CERT EQUIPMENT GRANT PURCHASE	266.20	90902



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Fund 425 EQUIPMENT REPLACEMENT FUND					
Dept 426 EMERGENCY MANAGEMENT					
425-426-967.02	PROJECT EXPENSES - CERT	AMAZON CAPITAL SERVICES, 1	CERT TEAM PACK EQUIPMENT	91.79	90902
		Total For Dept 426 EMERGENCY MANAGEMENT		357.99	
		Total For Fund 425 EQUIPMENT REPLACEMENT FUND		357.99	
Fund 532 TAX FORECLOSURE FUND					
Dept 253 COUNTY TREASURER					
532-253-957.00	MISCELLANEOUS	BENZONIA TOWNSHIP TREASURER	SUMMER 2023 TXS 02-265-008-00	21.62	91050
532-253-957.00	MISCELLANEOUS	COLFAX TOWNSHIP	SUMMER 2023 TXS 04-503-004-03	9.32	91057
532-253-957.00	MISCELLANEOUS	CRYSTAL LAKE TOWNSHIP	SUMMER 2023 TXS 05-176-009-00	74.98	91061
532-253-957.00	MISCELLANEOUS	INLAND TOWNSHIP TREASURER	2023 SUMMER TXS 08-023-035-00	320.48	91082
532-253-957.00	MISCELLANEOUS	JOYFIELD TOWNSHIP	SUMMER 2023 TXS 09-036-004-30	247.49	91089
532-253-957.00	MISCELLANEOUS	VILLAGE OF THOMPSONVILLE	VILLAGE 2023 TXS 04-503-004-03	5.97	91134
		Total For Dept 253 COUNTY TREASURER		679.86	
		Total For Fund 532 TAX FORECLOSURE FUND		679.86	
Fund 701 GENERAL AGENCY FUND					
Dept 215 COUNTY CLERK					
701-215-228.05	DUE STATE - NOTARY FEES	MICHIGAN DEPARTMENT OF STATE	NOTARY EDUCATION AND TRAINING FUND	4.00	91101
701-215-228.05	DUE STATE - NOTARY FEES	MICHIGAN DEPARTMENT OF STATE	MONTH OF JUNE 2023	4.00	91102
701-215-228.16	DUE STATE - PISTOL PERMITS	STATE OF MICHIGAN (#38-600)	CONCEALED PISTOL LICENSE UNIT	1,066.00	91123
701-215-228.37	DUE STATE - CRIME VICTIM RIGHTS	STATE OF MICHIGAN	MAY FEES FOR CIRCUIT COURT	532.80	91121
701-215-228.37	DUE STATE - CRIME VICTIM RIGHTS	STATE OF MICHIGAN	CIRCUIT FEES FOR JUNE	753.75	91121
701-215-228.37	DUE STATE - CRIME VICTIM RIGHTS	STATE OF MICHIGAN	CIRCUIT COURT FEES	785.86	91122
701-215-228.42	DUE STATE - STATE COURT - MOTION	STATE OF MICHIGAN	MAY FEES FOR CIRCUIT COURT	160.00	91121
701-215-228.42	DUE STATE - STATE COURT - MOTION	STATE OF MICHIGAN	CIRCUIT FEES FOR JUNE	140.00	91121
701-215-228.42	DUE STATE - STATE COURT - MOTION	STATE OF MICHIGAN	CIRCUIT COURT FEES	200.00	91122
701-215-228.47	DUE STATE - OWI REIMBURSEMENT MS	STATE OF MICHIGAN	CIRCUIT FEES FOR JUNE	35.00	91121
701-215-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	MAY FEES FOR CIRCUIT COURT	200.00	91121
701-215-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	CIRCUIT FEES FOR JUNE	225.00	91121
701-215-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	CIRCUIT COURT FEES	325.00	91122
701-215-228.57	DUE STATE - STATE JURY FEES	STATE OF MICHIGAN	MAY FEES FOR CIRCUIT COURT	50.00	91121
701-215-228.57	DUE STATE - STATE JURY FEES	STATE OF MICHIGAN	CIRCUIT FEES FOR JUNE	50.00	91121
701-215-228.58	DUE STATE - CIVIL FILING FEES	STATE OF MICHIGAN	MAY FEES FOR CIRCUIT COURT	952.00	91121
701-215-228.58	DUE STATE - CIVIL FILING FEES	STATE OF MICHIGAN	CIRCUIT FEES FOR JUNE	1,071.00	91121
701-215-228.58	DUE STATE - CIVIL FILING FEES	STATE OF MICHIGAN	CIRCUIT COURT FEES	1,547.00	91122
701-215-228.59	DUE STATE - JUSTICE SYSTEM FUND	STATE OF MICHIGAN	MAY FEES FOR CIRCUIT COURT	284.00	91121
701-215-228.59	DUE STATE - JUSTICE SYSTEM FUND	STATE OF MICHIGAN	CIRCUIT FEES FOR JUNE	502.00	91121
701-215-228.59	DUE STATE - JUSTICE SYSTEM FUND	STATE OF MICHIGAN	CIRCUIT COURT FEES	757.30	91122
701-215-265.00	CASH BONDS PAYABLE	BENZIE COUNTY CLERK	COURT ASSESSMENTS FOR ADAM CHRISTOPHER	500.00	90906
701-215-265.00	CASH BONDS PAYABLE	CHARLES WARD	BOND RETURN RE: ROBERT WARD	4,500.00	90911
701-215-265.00	CASH BONDS PAYABLE	BENZIE COUNTY FRIEND OF THE COURT	BOND MONEY FOR NICOLE BALLARD 19-11240-	48.00	90994
701-215-265.00	CASH BONDS PAYABLE	NICOLE BALLARD	BOND RETURNED 19-11240-DP	202.00	91027
701-215-271.00	RESTITUTIONS PAYABLE	COTTAGE PROS LLC	RESITUTION-CIRCUIT 21-2763FH ADAM WALT	100.00	90916
701-215-271.00	RESTITUTIONS PAYABLE	JANET POMERLEAU	RESTITUTIONLUCAS BRIGHT 11-2233-FH	20.00	90931
701-215-271.00	RESTITUTIONS PAYABLE	JOHN LEONE	RESTITUTION FROM THURSTON KEINNIEN 3	280.50	90934
701-215-271.00	RESTITUTIONS PAYABLE	STEFAN GRAVIS	RESTITUTION FROM BRANDON PIPER 17-2534-	75.00	90976
701-215-271.00	RESTITUTIONS PAYABLE	JANET POMERLEAU	RESTITUTION-CIRCUIT LUCAS BRIGHT 11-2233-	40.00	91015
701-215-271.00	RESTITUTIONS PAYABLE	STEFAN GRAVIS	RESITUTION-CIRCUIT BRANDON PIPER 17-2534-	25.00	91033
701-215-271.00	RESTITUTIONS PAYABLE	CRAIG AND PAULA HARRIS	RESTITUTION 22-3208-DL C VOLAS	20.00	91060
701-215-271.00	RESTITUTIONS PAYABLE	JANET POMERLEAU	RESTITUTION-CIRCUIT LUCAS BRIGHT 11-2233-	20.00	91083
701-215-271.00	RESTITUTIONS PAYABLE	JOHN LEONE	RESTITUTION-CIRCUIT 21-2784-FC-THURSTON	120.00	91086

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Fund 701 GENERAL AGENCY FUND					
Dept 215 COUNTY CLERK					
701-215-271.00	RESTITUTIONS PAYABLE	STEFAN GRAVIS	RESTITUTION-CIRCUIT 17-2534-FH BRANDON	25.00	91124
701-215-271.10	FAMILY DIVISION RESTITUTIONS	DANIEL SIMON	RESTITUTION T BRADFORD 22-3230-DL	200.00	91006
701-215-271.10	FAMILY DIVISION RESTITUTIONS	CRAIG AND PAULA HARRIS	RESTITUTION 22-3208-DL C VOLAS	25.00	91060
701-215-271.10	FAMILY DIVISION RESTITUTIONS	HORNADAY, NEAL	RESTITUTION 22-3208-DL C VOLAS	25.00	91080
701-215-271.10	FAMILY DIVISION RESTITUTIONS	HORNADAY, NEAL	RESITUTION 22-3208-DL C VOLAS	84.78	91080
Total For Dept 215 COUNTY CLERK				15,954.99	
Dept 253 COUNTY TREASURER					
701-253-274.19	APPEALS/CHARGEBACKS/REFUNDS	BENZIE COUNTY TREASURER	PRE ADJS FOR 2022 AND 2021	1,046.59	90907
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	MALLORY, PETER	AMBULANCE REFUND- INSURANCE PAID	1,199.94	90939
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	MURPHY, SARAH	OVERPAID ON DOG LICENSE	5.00	90949
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	UNITED HEALTHCARE	AMBULANCE REFUND-AUTO RELATED	1,400.05	90980
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	TIMM, CRAIG & CHRISTINE	OVERPAID ON DOG LICENSE	5.00	91037
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	HOMESTEAD TOWNSHIP	2023 SUMMER TX CC PMT TO WRONG DEPARTME	1,171.00	91078
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	MEDICARE PLUS BLUE PPO OF	AMBULANCE REFUND-VA RESPONSIBLE	210.97	91100
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	UNITED HEALTHCARE	AMBULANCE REFUND-BILLED IN ERROR	71.73	91133
Total For Dept 253 COUNTY TREASURER				5,110.28	
Dept 286 DISTRICT COURT					
701-286-214.01	DUE TO SHERIFF'S DEPT - OWI REIM	BENZIE COUNTY SHERIFF OFF	AUGUST 2023 OWI REIMBURSEMENT	166.00	91048
701-286-228.20	DUE STATE - DNR JUDGEMENT FEES	STATE OF MICHIGAN	DISTRICT COURT OFFICE FEE TRANSMITTALS	307.50	91120
701-286-228.37	DUE STATE - CRIME VICTIM RIGHTS	STATE OF MICHIGAN	DISTRICT COURT OFFICE FEE TRANSMITTALS	1,336.50	91120
701-286-228.42	DUE STATE - STATE COURT - MOTION	STATE OF MICHIGAN	DISTRICT COURT OFFICE FEE TRANSMITTALS	160.00	91120
701-286-228.47	DUE STATE - OWI REIMBURSEMENT	STATE OF MICHIGAN	DISTRICT COURT OFFICE FEE TRANSMITTALS	325.00	91120
701-286-228.56	DUE STATE - EFILING FEE DIST CO	STATE OF MICHIGAN	DISTRICT COURT OFFICE FEE TRANSMITTALS	355.00	91120
701-286-228.58	DUE STATE - CIVIL FILING FEES	STATE OF MICHIGAN	DISTRICT COURT OFFICE FEE TRANSMITTALS	1,603.00	91120
701-286-228.59	DUE STATE - JUSTICE SYSTEM FUND	STATE OF MICHIGAN	DISTRICT COURT OFFICE FEE TRANSMITTALS	6,551.00	91120
701-286-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	APPLIED TO FINES 21-024-ST-2 20-144-FY-	400.00	90901
701-286-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	APPLIED TO FINES 22-60309-SI-2	150.00	90901
701-286-265.00	CASH BONDS PAYABLE	19TH CIRCUIT COURT - BENZI	23-259-FY-2 BOND FOR DEMARCO JACKSON	250.00	90988
701-286-265.00	CASH BONDS PAYABLE	DOUGLAS PLUMSTEAD	23-227-SD-2 FOR BENJAMIN ARON PLUMSTEAL	1,000.00	91007
701-286-265.00	CASH BONDS PAYABLE	ROXANNE MICHELLE COLLINS	23-233-FY-2 BOND FOR ROANNE COLLINS	250.00	91031
701-286-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	CASE 21-B229530-ST-2 & 23-179-SM-2	200.00	91041
701-286-271.00	RESTITUTIONS PAYABLE	BALLARD, JOHN	RESTITUTION PAYMENT FROM PAUL A DUMAN	6.25	90905
701-286-271.00	RESTITUTIONS PAYABLE	CONDUENT	RESTITUTION PAYMENT FROM TODD COLE	30.00	90914
701-286-271.00	RESTITUTIONS PAYABLE	JEREDITH TIMMER	RESTITUTION PAYMENT FROM BRANDON PIPER	10.00	90932
701-286-271.00	RESTITUTIONS PAYABLE	JOSH BALLARD	RESTITUTION FROM PAUL A DUMAN	6.25	90935
701-286-271.00	RESTITUTIONS PAYABLE	KURT KIDDER	RESTITUTION FROM LORIE PRIEST	65.00	90938
701-286-271.00	RESTITUTIONS PAYABLE	JEREDITH TIMMER	RESITUTION PAYMENT BRANDON PIPER 13-245	10.00	91016
701-286-271.00	RESTITUTIONS PAYABLE	LOTTIE ZAVALA	RESTITUTION PAYMENT 17-139-SM	5.00	91020
701-286-271.00	RESTITUTIONS PAYABLE	JEREDITH TIMMER	53460 & 53480 RESTITUTION PAYMENT	20.00	91085
Total For Dept 286 DISTRICT COURT				13,206.50	
Dept 289 FRIEND OF THE COURT					
701-289-222.04	DUE MANISTEE - STATUTORY FEES	MANISTEE COUNTY TREASURER	FEE COLLECTIONS AUGUST 2023	1,618.87	91096
701-289-222.05	DUE MANISTEE - PROCESSING FEES	MANISTEE COUNTY TREASURER	FEE COLLECTIONS AUGUST 2023	201.59	91096
Total For Dept 289 FRIEND OF THE COURT				1,820.46	
Dept 296 PROSECUTING ATTORNEY					
701-296-248.00	CANINE ADVOCATE FUND	CODY KASTL	K9 ADVOCATE GROOMING	89.31	90913
Total For Dept 296 PROSECUTING ATTORNEY				89.31	
Dept 301 SHERIFF					

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User: RLynn  
DB: Benzie County

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY  
EXP CHECK RUN DATES 08/18/2023 - 09/07/2023  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 14/15

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 701 GENERAL AGENCY FUND					
Dept 301 SHERIFF					
701-301-228.16	DUE STATE - FINGER PRINT FEES	MICHIGAN STATE POLICE - C/	FINGERPRINT - AUGUST 2023	994.75	91103
701-301-228.63	DUE STATE - SEX OFFENDER'S REG.	MICHIGAN STATE POLICE - C/	SEX OFF - AUGUST 2023	210.00	91103
701-301-279.40	SHERIFF DEPT MISC	BENZIE COUNTY SHERIFF OFF	BRIAN SMITH PAYMENT TO JAIL VIA CREDIT	3,404.76	90995
Total For Dept 301 SHERIFF				4,609.51	
Dept 710 MSU EXTENSION					
701-710-235.00	DUE TO MSU	4-H LEADERS ASSOCIATION	TEN PLAT BOOKS SOLD	350.00	90989
Total For Dept 710 MSU EXTENSION				350.00	
Total For Fund 701 GENERAL AGENCY FUND				41,141.05	
Fund 704 PAYROLL CLEARING FUND					
Dept 000					
704-000-231.11	INSURANCE CO-PAY	STANDARD INSURANCE COMPAN\	SEPTEMBER 2023 LIFE & SH/LONG TERM INST	1,326.71	90975
Total For Dept 000				1,326.71	
Total For Fund 704 PAYROLL CLEARING FUND				1,326.71	

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BOTH OPEN AND PAID

Page: 15/15

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 101	GENERAL FUND	108,093.61
Fund 210	AMBULANCE FUND	19,300.33
Fund 213	JAIL OPERATIONS	24,759.91
Fund 216	SEASONAL ROAD I	391.45
Fund 218	MARINE PATROL I	165.00
Fund 228	SOLID WASTE/REC	19,327.05
Fund 236	SCHOOL RESOURCE	1,844.37
Fund 239	LAND BANK AUTHC	2,632.25
Fund 249	BUILDING DEPAR	34,448.00
Fund 251	ANIMAL CONTROL	8,470.96
Fund 254	SOIL EROSION (S	2,600.00
Fund 261	911 EMERGENCY S	5,933.01
Fund 263	CPL CLERK TECH	126.47
Fund 265	TNT OFFICER MII	313.11
Fund 269	LAW LIBRARY FUN	448.73
Fund 276	COMMISSION ON P	111,108.00
Fund 285	POINT BETSIE LI	1,183.50
Fund 286	AMERICAN RESCU	600,000.00
Fund 292	CHILD CARE FUNI	1,042.06
Fund 293	VETERAN'S RELIE	10,305.48
Fund 296	JUVENILE JUSTIC	3,750.00
Fund 401	CAPITAL IMPROVE	217,944.88
Fund 425	EQUIPMENT REPL	357.99
Fund 532	TAX FORECLOSURE	679.86
Fund 701	GENERAL AGENCY	41,141.05
Fund 704	PAYROLL CLEARIN	1,326.71

Total For All Funds:	1,217,693.78
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# Elected Officials And Department Heads

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# ACTION ITEMS

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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: September 7, 2023

Subject: **Acceptance of Proposal for Excavation and project prep for village utility connection at Animal Control**

Director Kyle Maurer has been working to obtain proposals from excavation companies and other contractors to perform a multifaceted project at Animal Control. It is imperative that Animal Control be connected to village utilities because of the failing well. Animal Control also suffers from erosion problems in its kennels, and limited space for the animals. To begin the project before winter starts, we are asking for approval of a proposal from AJ's Excavating for excavation of the area, retaining wall, and readiness for utility connection. AJ's is being recommended because it is the lowest bid of the two received.

There will be other elements coming before the Board of Commissioners for approval for this project as proposals are received.

This project has been planned for with funding set aside of ARPA funding and Capital funding.

## **Recommendation:**

That the Board of Commissioners accepts the proposal from AJ's Excavating in the not to exceed amount of \$51,000 to excavate, build a retaining wall and prep for village utility connection, with funds available from the ARPA funding.

AJ's Excavating  
9777 Honor Hwy  
Honor, MI 49640  
231-882-4655



## Estimate

### ADDRESS

Benzie County Animal Control  
543 S. Michigan Ave  
Beulah, MI 49617

ESTIMATE # 10674

DATE 08/25/2023

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Demo existing fenced in area prepping for new dog runs. Take out and dispose of asphalt driveway. Install a 50' long x 40' wide vera lok retaining wall system 6' high at road side to make level with sidewalk of Animal Control Building. Bring in 200 yards of fill sand to fill in area for dog runs (using any left over material from Benzie Dispatch Job too). Once finished restore parking lot side and Road side with topsoil, seed and straw and service drive side with road gravel. Rake everything out when finished.			47,060.00
	200 yards of fill sand/bi product	200	12.00	2,400.00
	10 yards of Sifted Topsoil	10	28.00	280.00
	10 yards of 22-A Road Gravel	10	28.00	280.00
	10 yards of 31-A Crushed Stone 3/8-1/4"	10	44.00	440.00T
	NOTE: This price does not include the fencing as we did not know the configuration yet or the turf base.			

SUBTOTAL	50,460.00
TAX	26.40
TOTAL	<b>\$50,486.40</b>

Accepted By

Accepted Date



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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: September 7, 2023

Subject: **Scheduling Software for Recycling Events**

Attached you will find a portfolio document which overviews scheduling and informational software to be utilized by our Solid Waste department. This software would assist in scheduling for collection events as well as providing information to the community about the county solid waste services. This software is the industry standard and is utilized by all solid waste groups in our region. This software would be an enhancement to our current process for scheduling events and would serve the community well.

While the total cost does not exceed the department's allowed spending, contractually obligating the County is required to be authorized by the Board.

**Recommendation:**

That the Board of Commissioners accepts the proposal from Routeware, Recollect for a website tool and wizard to enhance scheduling and information output for recycling and waste collection events in Benzie County for a period of three years at a monthly rate of \$203.32 and authorizes the Chair to sign.





## Portfolio

Version: 2023 v01

Copyright 2023  
ReCollect Systems | A Routeware Global Company



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# Base Products

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# Collection Calendar

## SWR-PRD-CAL-STD

### Schedule look-up tool:

- People can search for their collection schedule by entering their address.
- Predictive search allows for various address formats.
- Schedules can shift to account for holidays and can handle any level of complexity.
- Schedules can show multiple configured collection types, such as recycling, yard waste, organics, or Christmas tree collection.
- Schedules can display other events, such as household hazardous waste days.
- Schedules can be address-specific, allowing cities to show different collection schedules or options for residential and multi-family addresses.
- Searched addresses that are in neighboring municipalities can generate a custom message with hyperlink directing those people to the responsible authority.

### Reminders and print calendars:

- People can sign up for collection day reminders via email, Twitter, text message (with Text Messaging add-on), mobile app notification (with the Mobile App add-on), or an automated phone call.
- Schedules can be embedded into Outlook, Apple Calendar, or Google Calendar.
- Reminders can shift to account for holidays.
- Free printer-friendly collection calendars unique for every address.
- Include custom branding on notifications: use your logo, background image, color palette to shape the look and feel and reinforce your brand.

### Campaigns:

- Add educational content to reminders, the Website Tool and Mobile App.
- Let people know about upcoming events, common mistakes or other informative content that can help increase recycling, lower support calls and reduce contamination.
- Educational campaigns can target people in certain collection routes.

### Service alerts:

- Send out notifications about collection delays, or other important announcements.
- Send service alerts to everyone enrolled in reminders, or filter by collection route or a geographic location drawn on a map.

### Proactive calendar updates:

- Optionally, we can provide calendars for each upcoming year for you to approve.
- Unapproved calendars are not visible to people until you decide they are correct.

### Admin console:

- Activity and reporting dashboard - get detailed stats about how people are using ReCollect.
- Easily update the collection schedule anytime with drag and drop interface.
- Add new streams or events.
- Add educational content to reminders at any time - let people know about upcoming events, common mistakes, or other important information.
- Activity reports are emailed to you monthly, and you can check the live dashboards anytime.

### Process during onboarding:

#### You provide:

- Address, route, and schedule data that conforms to the data format in our [Data Guide](#).
- Any other relevant information we may request.

#### We provide:

- An import of your data, setting up your system so people can search for their addresses and find information specific to their location.
- A kickoff call, and meetings throughout the implementation.
- Administrator training.

# Event Calendar

## SWR-PRD-CAL-EVT

- Include a calendar of events occurring at locations, such as household hazardous waste drop-off events.

### Reminders and print calendars:

- People can sign up for collection day reminders via email, Twitter, text message (with Text Messaging add-on), mobile app notification (with Mobile App add-on), or an automated phone call.
- Reminders can shift to account for holidays.
- Include custom branding on notifications: use your logo, background image, color palette to shape the look and feel and reinforce your brand.

### Campaigns:

- Let people know about changes to location hours, common mistakes people make when attending a reuse or recycling drop-off event, or other informative content that can help tie-in with your events.

### Service alerts:

- Send out notifications about last-minute event cancellations, long lines at events, or other important announcements.
- Send service alerts to everyone enrolled in reminders.

- **Process during onboarding:**

- You provide:
  - Event schedules in any format (CSV, PDF, etc.)
  - Any other relevant information we may request.
- We provide:
  - An import of the event schedules so they appear in the Website Tool and Mobile App (if the Mobile App add-on is purchased).
  - A kickoff call, and meetings throughout the implementation.
  - Administrator training.



# Waste Wizard

## SWR-PRD-WIZ-STD

### Waste Wizard material search:

- People easily search for how to dispose of different materials.
- “Fuzzy” search technology, meaning that results are returned regardless of any typos or misspellings.
- Pre-existing database of thousands of items to help you get started.
- You can add, modify, and delete items and their instructions at any time.
- You can create “aliases” for materials that have more than one name (e.g. soda and pop).

### Drop-off guide:

Include drop-off locations and the items that they accept.

Locations can be sorted by actual driving distance from your home (if an address was provided).

Locations are shown on a map with estimated driving times.

Optionally add a tab to the Website Tool which lists all drop-off locations on a single map.

### Admin console:

- Access activity and reporting dashboard - get detailed stats about:
  - Usage,
  - Most searched for items, and
  - Items searched for that are not in the wizard (so they can be added).
- Update the wizard, including:
  - Adding or editing items, setting their stream (trash, recycling, drop-off location, bulk collection, etc.)
  - Set special instructions for each item.
  - The list of drop-off locations, transfer stations, and landfills.
  - Customize content to include a map with location results and hours of opening.
  - Add “synonyms” to items so that local variations in terminology, along with common spelling mistakes and typos will give the correct result.
- Download a monthly activity report, or have it automatically emailed to you.

### Process during onboarding:

- You provide:
  - Details defining the requirements of the Waste Wizard tool, including how materials are disposed of in your area.
  - Any other relevant information we may request.
- We provide:
  - Creation of a waste wizard with specific instructions on how people should dispose of materials in your area.
  - Inputting all locations.
  - Default content and imagery for waste materials.
  - A kickoff call, and meetings throughout the implementation.
  - Administrator training.

# Multi-Community Waste Wizard

## SWR-PRD-WIZ-MUL

### Waste Wizard material search:

- People easily search for how to dispose of different materials.
- “Fuzzy” search technology, meaning that results are returned regardless of any typos or misspellings.
- Pre-existing database of thousands of items to help you get started.
- You can add, modify, and delete items and their instructions at any time.
- You can create “aliases” for materials that have more than one name (e.g. soda and pop).

### Drop-off guide:

- Include drop-off locations and the items that they accept.
- Locations can be sorted by actual driving distance from your home (if an address was provided).
- Locations are shown on a map with estimated driving times.
- Optionally add a tab to the Website Tool which lists all drop-off locations on a single map.

### Multi-community support:

- Provide unique disposal instructions for each community you serve, which may be:
  - Certain cities or towns,
  - Geographic areas, or
  - Different address types (e.g. multi-family vs. residential).
- People select their community by first searching for their address.
  - Predictive search allows for various address formats.
  - An address can be aliased so that old street names or streets with multiple names, will always point to the correct address.
- After we have determined someone’s community:
  - They can search for materials and receive disposal instructions that are specific to their community.
  - The community is stored so they do not need to search for their address next time they use the tool.

### Admin console:

- Access activity and reporting dashboard - get detailed stats about:
  - Usage,
  - Most searched for items, and
  - Items searched for that are not in the wizard (so they can be added).
- Update the wizard, including:
  - Adding or editing items, setting their stream (trash, recycling, drop-off location, bulk collection, etc.)
  - Set special instructions for each item.
  - The list of drop-off locations, transfer stations, and landfills.
  - Customize content to include a map with location results and hours of opening.
  - Add “synonyms” to items so that local variations in terminology, along with common spelling mistakes and typos will give the correct result.
- Download a monthly activity report, or have it automatically emailed to you.

### Process during onboarding:

- You provide:
  - Details defining the requirements of the Waste Wizard tool, including how materials are disposed of in your area.
  - A file containing all supported addresses in a format such as CSV, SHP or KML (if we do not already have this data).
  - The community for each address (this can simply be the town or city).
  - Any other relevant information we may request.
- We provide:
  - Creation of a waste wizard with specific instructions on how people should dispose of materials in your area and any other relevant information we may request.
  - Default content and imagery for waste materials.
  - A kickoff call, and meetings throughout the implementation.
  - Administrator training.
  - Regular address-data updates (optional).
- As long as the format of your data doesn’t change, we can perform regular updates by fetching it regularly from a server or GIS system you manage. Alternatively, you can use the ReCollect admin console to drag-and-drop data files directly into ReCollect.



# Special Collection

## SWR-PRD-COL-STD

Enable people to schedule and pay online for special collections, such as bulky items, household hazardous waste, yard waste, and anything else that is not collected as part of the standard curbside collection.

- This product is intended for use with a single collection program (i.e. all materials are collected on the same address-specific schedule).

Allow people to select their collection date or automatically select one based on a route or geographic location.

Allow people to choose the item(s) from a list of allowed items in your collection program.

Restrict the booking of special collections by:

- The number of collections available per day, month, or year,
- Certain routes or geographies, or
- The number of items per booking.

Collect additional contact information along with the special collection request, such as the name, email, phone number, account number, and address. Optionally, allow or require people making requests to upload up to three photos.

People can make an online credit card payment directly through ReCollect's Special Collection tool, via an optional Stripe payments integration. People will also receive an email confirmation of the order.

People will receive reminders in advance of the day their special collection is scheduled.

Prompt people with an appropriate window of time to cancel so that trucks do not make wasted trips.

Receive a daily dispatch report with all special collections requested for the current or next day, including:

- Contact information,
- The address where the collection should occur,
- The item(s) needing collection, and
- Links to photos that people have added to the request..

Integrate Special Collection with one ticketing system (with the purchase of the Platinum Support package), so that all requests are created as tickets in one ticketing system

Process during onboarding:

- You provide:
  - Details defining the requirements of the Special Collection tool.
  - Your address data, if we don't already have it.
  - Any other relevant information we may request.
  - If payments are enabled:
    - Create a Stripe account and connect it to the ReCollect platform (or link your existing Stripe account to ReCollect).
    - Process any refunds directly through Stripe.
    - Agree to a nominal convenience fee that will be deducted from transactions, in addition to Stripe processing fees.
- We provide:
  - An initial configuration of the Special Collection tool, including rules around when and how requests can be made
  - A kickoff call, and meetings throughout the implementation.
  - Administrator training.

# Appointment Scheduler

## SWR-PRD-APT-STD

Enable people to book appointments at drop-off events, ideal for household hazardous waste and electronics drop-off events.

### Restrict appointments by:

- The number available per timeslot,
- Timeslots and length of window per event,
- The type of client (limit to residential, but not commercial, for example),
- Showing custom messaging for specific or non-residential client types,
- Number of event days per year, or
- Geography.

Reconfigure without limitation (e.g. number of days per year, slots per day, multiple locations etc.) to reflect your program as it evolves.

Set a deadline for canceling appointments.

Print lists of appointments (by name, by time) for a given event.

People can make an online credit card payment directly through ReCollect's Appointment Scheduler tool, via a Stripe payments integration. People will also receive an email confirmation of the order.

People receive reminders in advance of their appointment.

- Appointments can be cancelled (within an appropriate window of time), which helps to ensure optimal utilization.

### Data and Management:

- Export CSV report for utility billing/accounting.
- Capture which addresses are utilizing the service for billing and planning purposes.
- Capture what is being dropped off (optional).
- Use ReCollect to manage your scheduling system - we'll keep track of who has requested an appointment, provide contact info and send lists of appointments for each event, by name and time.
- Your team can also set up new appointments or cancel scheduled ones.

### Process during onboarding:

- You provide:
  - Details defining the requirements for the Appointment Scheduler tool.
  - Any other relevant information we may request.
  - If payments are enabled:
    - Create a Stripe account and connect it to the ReCollect platform (or link your existing Stripe account to ReCollect).
    - Process any refunds directly through Stripe.
    - Agree to a nominal convenience fee that will be deducted from transactions, in addition to Stripe processing fees.
- We provide:
  - An initial configuration of the Appointment Scheduler tool, including rules around when appointments can be booked
  - A kickoff call, and meetings throughout the implementation.
  - Administrator training.

# Curbside Audit Tool

## SWR-PRD-CAT-STD

Allows you to perform curbside audits in the field:

Easily configure what you are trying to measure:

- Participation in certain programs (blue box, green bin, etc.),
- Contamination,
- The number of bags or bins out for collection, or
- Any additional fields you wish to measure.
- Optionally add up to five photos.

Select where you wish to perform the study. This can be:

- Particular routes or zones,
- Certain geographies, or
- A list of addresses.

Your staff log in to your ReCollect-powered mobile app and perform the study in the field, on a mobile device.

- The tool begins by presenting a map that updates as you move with nearby study addresses.
- By tapping on any address, you are presented with a form to record information.
- After clicking “submit”, the data about that particular address is available in the ReCollect Admin Console, avoiding the need to perform data entry.

Mobile devices are not included and must be connected to the internet while using this tool.

Process during onboarding:

- You provide:
  - Details defining the requirements for the Curbside Audit tool.
  - Your address data, if we don’t already have it.
  - Any other relevant information we may request.
  - Geographic coordinates (latitude/longitude) are required for each address you plan on surveying. If coordinates cannot be provided, ReCollect may be able to obtain the data, but accuracy cannot be guaranteed. Only addresses where ReCollect is able to obtain accurate coordinates can be included in the tool.
- We provide:
  - A kickoff call, and meetings throughout the implementation.
  - The full configuration of the Curbside Audit Tool that your staff will use.
  - Administrator training.



# Waste Sorting Game

## SWR-PRD-GAM-STD

The player is presented with a series of materials, each of which must be dragged into the correct stream before proceeding to the next. An incorrect choice requires the player to choose again.

After the completion of the level (six correct choices), the player is rewarded with a choice of items from which to construct their personal, virtual park.

After completing all five levels, the player is presented with the opportunity to create and print a certificate of completion.

**Configuration** - the following aspects of Game can be configured to reflect your organization and your solid waste services:

- Cityscape - your own unique Game background to reflect your skyline/landmarks.
- Collection streams and materials - associate materials with curbside and drop-off services. Configure depot names, cart (or bin) shapes, and colors.
- Name of the game.
- A custom park reward.
- If required, a custom stream or new material illustration.

**Metrics** - The Game aggregates usage data to provide the following metrics to administrators:

- A virtual waste audit - the number of wrong guesses associated with the most frequently wrongly placed materials, and the number of times for each material in each wrongly chosen waste stream.
- Monthly reporting of the number of game plays and top misunderstood items.

### Implementation:

- You will receive:
  - Our Waste Sorting Game Configuration Guide, which walks your team through the process of choosing the name, appearance, and items in the game.
- We provide:
  - Any custom artwork requested above.
  - Up to five stream types (e.g. recycling cart, garbage bag, landfill, yard waste depot, etc).
  - Any number of our standard materials.
  - A kickoff call, and meetings throughout the implementation.
  - Administrator training.

# Online Payments

## SWR-PRD-PAY-STD

ReCollect Online Payments allows people to select items or services from a list, such as bag tags or bags, and pay for them online.

Receive a daily report displaying contact information, address, and the list of items or services that were ordered or requested from the prior day.

People ordering items or services will also receive an email confirmation of the payment.

Ordering is possible on our Website Tool and the Mobile App (if the Mobile App product is purchased).

Process any refunds directly through Stripe.

- Stripe does not refund the original Stripe convenience fee that was charged on the original transaction.

Process during onboarding:

- You provide:
  - Details on what items or services are to be purchased.
  - A Stripe account that can be connected to the ReCollect platform.
    - Sign up for a Stripe account if you don't already have one.
    - Connect it to ReCollect in a few clicks.
  - Any other relevant information we may request.
- We provide:
  - A kickoff call, and meetings throughout the implementation.
  - A full configuration of your online payments.
  - Staff training.

# Product Options

---

# Website Tool

## SWR-OPT-WEB-STD

The Website Tool can be embedded on multiple websites, including your Facebook page and neighborhood or community websites.

It adapts mobile web browsers giving people the best experience for their screen size.

### Need Help:

- People can select from a list of common help topics.
- People can learn how to solve problems by themselves or report them as tickets.
- Tickets can be automatically forwarded by email, or into a 3-1-1 system (with the Platinum Support Package).

### Custom branded:

- We can configure the Website Tool to use your color palette and fonts so that it matches the look and feel of your website.
- We can create multiple themes so that the Website Tool has a different color palette on each website you embed the Website Tool on.

### Configurable languages:

- Display all content within the Website Tool in any of our supported languages:
 

• Spanish	• Japanese
• Korean	• Portuguese
• Khmer	• Punjabi
• Simplified Chinese	• German
• French	• Czech
• Haitian Creole	• Russian
• Hungarian	• Vietnamese
• Japanese	• Welsh

### Accessibility:

- Exceeds WCAG 2.1 Level AA and other regulatory or legal accessibility compliance requirements for people with disabilities, and it is regularly audited by a certified accessibility auditor.

### Compatibility:

- The Website Tool has been successfully embedded into many CMS systems (e.g. CivicPlus, Civica, Drupal, Granicus, WordPress, Google Sites, etc.), and we have never encountered a website that we cannot work with.
- We also provide specialized plugins for WordPress and Google Sites.
- Although unlikely, if any challenges arise with embedding the Website Tool, we will help by working with your CMS or website provider.

### Process during onboarding

- You provide:
  - Details defining the requirements for the Website Tool.
- We provide:
  - A small HTML snippet that you can place on your website.
  - Place the snippet on as many pages and sites as you want, and the Website Tool will appear in its place.
  - The ReCollect Promotion Guide to help you promote your new tools.



# Mobile App

## SWR-OPT-MOB-STD

Mobile apps can be downloaded for free from the Apple App Store and the Google Play Store.

Native iPhone and native Android apps, meaning they look sharp and are intuitive to people.

Custom branding on your mobile app allows you to use your logo, background image, color palette, and messaging to shape the look and feel, and reinforce your brand.

### Need Help:

- People can select from a list of common help topics.
- People can learn how to solve problems by themselves or report them as tickets.
- Tickets can be automatically forwarded by email, or into a 3-1-1 system (with the Platinum Support package).

### Configurable languages:

- Display all content within the Website Tool in any of our supported languages.
  - Spanish
  - Korean
  - Khmer
  - Simplified Chinese
  - Russian
  - Vietnamese
  - French
  - German
  - Czech
  - Haitian Creole
  - Hungarian
  - Japanese
  - Portuguese
  - Punjabi
  - Welsh

### Accessibility:

- Exceeds WCAG 2.1 Level AA, Section 508 compliance, and other regulatory or legal accessibility compliance requirements for people with disabilities.
- ReCollect's mobile apps are regularly audited by a certified accessibility auditor.

### Process during onboarding:

- You provide:
  - Details defining the requirements for the mobile app and any other relevant information we may request.
- We provide:
  - A Promotion Guide to help you promote your new mobile app.
  - Support while you set up your mobile app store accounts.
  - Mobile app artwork (splash screen, app icon, etc.) created by our designer to meet your requirements (alternatively, you can provide us with your own artwork).
  - Alterations to mobile app artwork based on your feedback (hours allocated in Success Package).
  - We will prepare your app for release within one week (after your artwork has been finalized and we have access to your mobile app store accounts).



# Text Messaging (Variable)

## SMS-OPT-PKG-VAR

People can receive reminders and alerts via text messages.

Text messages come from a 5-digit “short code”, which is fast and guaranteed to be delivered, unlike 10-digit numbers.

ReCollect’s text messaging service complies with telecommunication industry anti-spam regulations:

- Signing up for text message reminders requires the confirmation of a phone number, preventing someone from accidentally or maliciously enrolling someone else’s phone number in the service.
- People are regularly informed about how to use the service (e.g. that they can reply HELP for more information, or STOP to end the service).

Pricing allows a maximum of a single weekly reminder and 10 service alerts per year.

ReCollect does not charge subscribers for the use of this feature however, mobile carriers may charge subscribers their standard messaging rates.

# Text Messaging (1,000 Subscribers)

## SMS-OPT-PKG-B1K

People can receive reminders and alerts via text messages.

Text messages come from a 5-digit “short code”, which is fast and guaranteed to be delivered, unlike 10-digit numbers.

ReCollect’s text messaging service complies with telecommunication industry anti-spam regulations:

- Signing up for text message reminders requires the confirmation of a phone number, preventing someone from accidentally or maliciously enrolling someone else’s phone number in the service.
- People are regularly informed about how to use the service (e.g. that they can reply HELP for more information, or STOP to end the service).

Sign-ups are limited to the number of subscribers purchased.

- Additional people are prevented from subscribing when the limit is reached.
- Pricing allows a maximum of a single weekly reminder and 10 service alerts per year.

ReCollect does not charge subscribers for the use of this feature however, mobile carriers may charge subscribers their standard messaging rates.

# Success Packages

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# Essential Success Package

## SCS-PKG-ESS

### Support hours:

- Up to 20 hours per year of dedicated ReCollect staff time, including industry and technical experts.
- Work generally fulfilled within 15 business days.
- Answers to general questions within two business days.

### Includes:

- Onboarding:
  - Consultation to understand your program and goals.
  - Custom branding and styling.
  - Helping you launch your custom branded and configured tools.
- Configuration changes:
  - Changing your collection schedule.
  - Language updates.
  - Campaign alert setup.
- Success strategy:
  - Kickoff with a personalized Communications Plan.
  - Semi-annual check-in calls and training to optimize your evolving goals.
  - Metrics analysis and benchmarking.
- ReCollect Academy:
  - Access our growing library of online training videos, webinars and templates. Maintenance.
- Maintenance:
  - 24/7 uptime and performance monitoring.
  - Email support 6am-5pm PST on business days.
  - Regular annual security audits with a third-party auditor.
  - Accessibility compliance with all relevant privacy laws, including GDPR.
- End-user requests:
  - Generally responded to or forwarded within 2 business days.
  - Certain categories can be immediately forwarded automatically.

# Enhanced Success Package

## SCS-PKG-ENH

### Support hours:

- Up to 60 hours per year of dedicated ReCollect staff time, including industry and technical experts.
- Work generally fulfilled within 15 business days.
- Answers to general questions within two business days.

### Includes:

- Priority access to ReCollect beta programs, as a way to test new features or products ahead of everyone else.
- Onboarding:
  - Consultation to understand your program and goals.
  - Custom branding and styling.
  - Helping you launch your custom branded and configured tools.
- Configuration changes:
  - Changing your collection schedule.
  - Language updates.
  - Campaign alert setup.
- Success strategy:
  - Kickoff with a personalized Communications Plan.
  - Semi-annual check-in calls and training to optimize your evolving goals.
  - Metrics analysis and benchmarking.
- ReCollect Academy:
  - Access our growing library of online training videos, webinars and templates.
- Maintenance:
  - 24/7 uptime and performance monitoring.
  - Email support 6am-5pm PST on business days.
  - Regular annual security audits with a third-party auditor.
  - Accessibility compliance with all relevant privacy laws, including GDPR.
- End-user requests:
  - Generally responded to or forwarded within 2 business days.
  - Certain categories can be immediately forwarded automatically.



# Platinum Success Package

## SCS-PKG-PLA

### Support hours:

- Up to 80 hours per year of dedicated ReCollect staff time, including industry and technical experts.
- Work generally fulfilled within four business days.
- Answers to general questions within one business day.

### Includes:

- Priority access to ReCollect beta programs, as a way to test new features or products ahead of everyone else.
- Onboarding:
  - Consultation to understand your program and goals.
  - Custom branding and styling.
  - Helping you launch your custom branded and configured tools.
- Configuration changes:
  - Changing your collection schedule.
  - Language updates.
  - Campaign alert setup.
- Success strategy
  - Kickoff with a personalized Communications Plan.
  - Semi-annual check-in calls and training to optimize your evolving goals.
  - Metrics analysis and benchmarking.
- ReCollect Academy:
  - Access our growing library of online training videos, webinars and templates.
- Maintenance:
  - 24/7 uptime and performance monitoring.
  - Email support 6am-5pm PST on business days.
  - Regular annual security audits with a third-party auditor.
  - Accessibility compliance with all relevant privacy laws, including GDPR.
- End-user requests:
  - Generally responded to or forwarded within 2 business days.
  - Certain categories can be immediately forwarded automatically.

### Third-party product integrations

- May include:
  - Forwarding requests to a ticketing product.
  - Sending requests created in the Special Collection product to a routing platform.
  - Using an identity provider to control administration access.

Pre-approved integrations listed at <https://recollect.net/success-packages/#platinum>.

### Other integrations are possible with the following requirements:

- An API that ReCollect staff can access with documentation.
- A technical contact at the other vendor.
- A feasibility conversation between a member of ReCollect's technical staff and the vendor's technical contact.

# Language Translations

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## Premium French

### LNG-PRM-FRE

- All public-facing products are automatically translated into French by multi-lingual human translators.
- Up to 2,000 additional words translated per year.

## Premium Spanish

### LNG-PRM-SPA

- All public-facing products are automatically translated into Spanish by multi-lingual human translators.
- Up to 2,000 additional words translated per year.

# Streets

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# Streets Schedule

## STR-PRD-CAL-STD

### Schedule look-up tool:

- People can search for their street sweeping days by entering their address.
- Predictive search allows for various address formats.
- Schedules can shift to account for holidays and can handle any level of complexity.

### Reminders and print calendars:

- Residents can sign up for street sweeping reminders via email, Twitter, text message (with Text Messaging add-on), or automated phone call.
- Schedules can be embedded into Outlook, Apple Calendar, or Google Calendar.
- Reminders can shift to account for holidays or weather events.
- Free printer-friendly street sweeping calendars customized for every address.
- Include custom branding on notifications: use your logo, background image, color palette to shape the look and feel and reinforce your brand.

### Service alerts:

- So Send out notifications to notify residents of last minutes changes due to weather, etc.
- Send service alerts to everyone enrolled in reminders, or filter by sweeping route or a geographic location drawn on a map.

### Admin console:

- Activity and reporting dashboard - detailed stats about how people are using ReCollect.
- Update street sweeping schedules days or weeks in advance, ReCollect's tools fit into your team's workflow and let the street sweeping team adjust their schedule on the fly.
- Add custom messages to reminders at any time - tell residents about upcoming issues and events.
- Activity reports are emailed to you monthly, and you can check the live dashboards anytime.

### Process during onboarding:

- You provide:
  - A single CSV, SHP or KML file containing all addresses that you service.
  - A SHP or KML representation of your street sweeping routes or zones, or include routes or zones when you provide us with your list of serviced addresses.
  - Schedules for each of your routes or zones in any format (CSV, PDF, etc.), if schedules exist
  - Any other relevant information we may request.
- We provide:
  - An import of your data, setting up your system so people can search for their addresses and find information specific to their location.
  - A kickoff call, and meetings throughout the implementation.
  - Administrator training.



## Let's Get Started


ReCollect is proud to serve over 400 organizations in North America, ranging from Government Agencies and Private Waste Haulers through to Universities, School Districts and Business Organizations.

We invite you to reach out, and let us partner with you and help you build a path of long-term recycling education success.

### Level Up Your Recycling Programs:

Looking for a better way to truly engage your audience and change recycling behavior? It all starts with a simple call. Click the button below to get the conversation started.

Let's Chat

Visit us our website at  
 [www.recollect.net](http://www.recollect.net)







## Order Form

### Routeware Global

16525 SW 72nd Ave  
Portland, Oregon 97224  
United States

Phone: (503) 906-8500  
Fax: (503) 906-8544  
Email: [info@routeware.com](mailto:info@routeware.com)

**Order #:** Q-05642-1  
**Term:** 36 Months  
**Date:** 8/15/2023  
**Expires On:** 9/14/2023

#### Ship To

Jesse Zylstra  
Benzie County, MI  
448 Court Place  
Beulah, Michigan 49617  
United States  
2318820554  
[jzylstra@benzieco.net](mailto:jzylstra@benzieco.net)

#### Bill To

Benzie County, MI  
448 Court Place  
Beulah, Michigan 49617  
United States

SALESPERSON	PHONE	EMAIL	PAYMENT TERMS
Sean Ostlund		<a href="mailto:sostlund@routeware.com">sostlund@routeware.com</a>	Net 10

#### Statement of Confidentiality & Non-Disclosure

This document contains proprietary and confidential information. All information and data submitted to Benzie County, MI is provided in reliance upon its consent not to use or disclose any information contained herein except in the context of its business dealings with Routeware Global. The recipient of this document agrees to inform present and future employees of Benzie County, MI who view or have access to its content of its confidential nature. The recipient agrees to instruct each employee that they must not disclose any information concerning this document to others except to the extent that such information is generally known to, and is available for use by, the public. The recipient also agrees not to duplicate or distribute or permit others to duplicate or distribute any material contained herein without Routeware Global's express written consent.

Routeware Global retains all title, ownership and intellectual property rights to the material and trademarks contained herein, including all supporting documentation, files, marketing materials, and multi-media.

BY ACCEPTANCE OF THIS DOCUMENT THE RECIPIENT AGREES TO BE BOUND BY THE AFOREMENTIONED STATEMENT

## Support Fees

PRODUCT	UNIT	QTY	UNIT PRICE	EXTENDED
ReCollect Waste Wizard	Per Month	1.00	USD 203.32	USD 203.32
ReCollect Website Tool	Per Month	1.00	USD 0.00	USD 0.00
ReCollect Essential Success Package	Per Month	1.00	USD 0.00	USD 0.00
Support Fees TOTAL:				USD 203.32

### Payment Terms -

Support Fees: Due annually in advance per Support Plan terms and conditions

### Terms & Conditions Information

This Order and all products and services herein are subject to and limited to the terms and conditions located at <https://www.routeware.com/Clients>. Any purchase orders issued in response to this Order, will be deemed acceptance of such terms.

<https://www.routeware.com/Clients>

Password: RWClient1!

Prices are exclusive of any federal, state, or local taxes. The customer is responsible for all federal, state, and local taxes. This system requires a specific server to operate Routeware software, which may need to be purchased separately. This system requires cellular connectivity for each vehicle which may need to be purchased separately. If route sequencing by Routeware is a requirement, additional professional services fees may apply. On-Board Computer software is sold as a perpetual license, allowing the license to be activated on replacement hardware. Any lapse in support voids perpetual license.

**Pricing does not include freight cost or travel expenses, which will be invoiced as they are incurred.**

### Additional Terms -

Services not to exceed nine thousand (9,000) service addresses

Sourcewell ID #: 1299

## **Benzie County, MI**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Name (Print):** \_\_\_\_\_

**Title:** \_\_\_\_\_

## **Routeware Global**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Name (Print):** \_\_\_\_\_

**Title:** \_\_\_\_\_

Please sign and email to Sean Ostlund at [sostlund@routeware.com](mailto:sostlund@routeware.com) or fax to (503) 906-8544

Reviewed By:

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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: September 7, 2023

Subject: **Auditor Services – Maner Costerisan**

Benzie County works with Maner Costerisan for its fiscal year auditing services and has for three years. Before that, Benzie worked with another firm. I have noted that I believe it's prudent for Benzie County to go to bid every five to seven years to ensure we're receiving the best services for the compensation being provided.

Because we've only worked with Maner Costerisan for three years, I recommend exercising a three-year extension with the firm.

Maner Costerisan has been good to work with and I believe they provide a work product that is above and beyond. They're a responsive group and work closely with our staff to provide an accurate audit of our financials.

I have attached the three-year proposal from Maner Costerisan.

## **Recommendation:**

That the Board of Commissioners approves a three-year extension to the Services Agreement with Maner Costerisan to provide fiscal year financial auditing services, subject to review by legal counsel and authorizes the Chair to sign.



2425 E. Grand River Ave.,  
Suite 1, Lansing, MI 48912

☎ 517.323.7500

🖨 517.323.6346

September 1, 2023

Benzie County  
448 Court Place  
Beulah, Michigan 49617

We are pleased to confirm our understanding of the services we are to provide Benzie County for the years ending September 30, 2023, 2024, and 2025.

### **Audit Scope and Objectives**

We will audit the financial statements of the governmental activities, business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of Benzie County as of and for the years ending September 30, 2023, 2024, and 2025. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Benzie County's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Benzie County's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1. Management's discussion and analysis
2. Budgetary comparison schedules for the General Fund and any major Special Revenue Funds
3. Required supplementary pension plan schedules

We have also been engaged to report on supplementary information other than RSI that accompanies Benzie County's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements.

1. Combining General Fund and nonmajor fund financial statements
2. Component unit fund financial statements



In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

#### 1. Municipal securities continuing disclosures

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

#### **Auditor's Responsibilities for the Audit of the Financial Statements**

We will conduct our audit in accordance with GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of accounting records of Benzie County and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We may also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

Management override of controls and revenue recognition.

### **Audit Procedures - Internal Control**

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

### **Audit Procedures - Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free from material misstatement, we will perform tests of Benzie County's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

### **Other Services**

We will also assist in preparing the financial statements and related notes of Benzie County in conformity with accounting principles generally accepted in the United States of America based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

## **Responsibilities of Management for the Financial Statements**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, or contracts or grant agreements that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with accounting principles generally accepted in the United States of America. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Maner Costerisan and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to an oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for the purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Maner Costerisan personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the oversight agency. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Aaron M. Stevens, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Based on our preliminary estimates, the fee should approximate the following:

<u>Year Ending September 30,</u>	<u>Financial Audit</u>	<u>F-65 Report</u>	<u>Total</u>
2023	\$ 30,400	\$ 1,800	\$ 32,200
2024	32,900	1,900	34,800
2025	35,600	2,000	37,600

These estimates are based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant time is necessary, we will discuss it with you. Our invoices for these fees will be rendered as work progresses and are payable on presentation. Past due amounts are subject to a service fee of 1½% per month. In accordance with firm policies, work may be suspended if your account becomes 60 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, you will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination. Third-party confirmation providers for certain financial institutions may invoice us for responding to confirmation requests and we will pass those costs through to you.

This estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant time is necessary, we will discuss it with you. Our invoices for these fees will be rendered as work progresses and are payable on presentation. Past due amounts are subject to a service fee of 1½ percent per month. In accordance with firm policies, work may be suspended if your account becomes 60 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, you will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination. Third-party confirmation providers for certain financial institutions may invoice us for responding to confirmation requests and we will pass those costs through to you.

Our audit engagement ends on delivery of our audit report. Any follow-up services that might be required will be a separate, new engagement letter. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

We will provide copies of our reports to Benzie County, however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

We will schedule the engagement based in part on deadlines, working conditions, and the availability of your key personnel. We will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and preparing confirmations. If, for whatever reason, your personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate.

This estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. We understand we will be provided balanced records for each fund and that all accounts will be reconciled. If additional time is necessary, we will discuss it with you and arrive at a new fee before we incur the additional costs.



Because we are extremely interested in continuing to serve Benzie County and the fact that our audit team members have a great deal of experience working with similar entities, we are proposing a discount to our audit cost estimate. The estimate provided above is a firm price assuming Benzie County records are in reasonable condition and that we are provided reasonable staff assistance. If our team members spend more hours than the projected hours detailed above that are not due to unusual circumstances (i.e., unrecorded accruals, unbalanced records, improperly recorded activities, the state of the records being significantly different than what was stated, inadequate staff assistance, significant changes in auditing standards, etc.) then we will not bill for any amounts over the audit cost estimate. During the audit, we will spend approximately 20% more in fees than what is projected above, however, we will not bill you for that additional time, unless it exceeds the 20% amount which would be caused by circumstances such as those items listed above.

Our proposal is to provide Benzie County with auditing services, rather than accounting services. The estimate provided above assumes that extensive journal entries to adjust the accounting records (i.e., bookkeeping) will not be required as part of the audit process. If auditor-proposed journal entries are required in order for the financial statements to be fairly presented in accordance with generally accepted accounting principles, a per entry fee of \$200 will be charged.

The fees quoted above are based on Benzie County's current levels of client assistance and expertise. Should any of these levels of assistance or expertise change during the period of our engagement, we may need to arrive at a new fee arrangement for the remainder of the agreement.

If Benzie County expends \$750,000 or more of federal awards, an audit performed in accordance with the Uniform Guidance (i.e., a Single Audit) will be required. If an audit performed in accordance with the Uniform Guidance is required, we will provide the County with a revised engagement letter and fee estimate.

In any year that Benzie County would like us to prepare the annual Qualifying Statement, or assistance with the creation of schedules to support general ledger balances, our fees will be based on the services rendered at our standard hourly rates.

If additional procedures are necessary to assist with the implementation of GASB Statement No. 96 or any other new accounting standard, our fees will be based on the services rendered at our standard hourly rates.

During the term of this agreement and for a period of one year thereafter, neither party shall directly or indirectly, solicit for employment or for engagement as an independent contractor, or encourage leaving their employment or engagement, any employee or independent contractor of the other party. For the avoidance of doubt, general advertisements for employment and responses thereto, shall not be deemed a violation of the paragraph. The parties agree that any breach of this paragraph would damage the other party in an amount difficult to ascertain with certainty, and that in the event that either party breaches this provision resulting in the other party losing the services of an employee or independent contractor for any period of time, the breaching party shall pay to the other party an amount equal to the annual rate of compensation (paid by the non-breaching party for the immediate prior calendar year) of the applicable employee or independent contractor.

*Government Auditing Standards* require that we provide you with a copy of our most recent external peer review report and any subsequent peer review reports received during the period of the contract. Our most recent peer review report accompanies this letter.

If reproduction or publication of financial statements audited by us, or any portion thereof, is intended, it is our policy that any master of printer's proofs be submitted to us for review prior to publication.

We will continue to perform our services under the arrangements discussed above from year to year unless for some reason you or we find that some change is necessary. However, the performance of each audit is a separate and severable engagement. Each separate engagement shall be deemed complete and Maner Costerisan will not have a continuing responsibility to perform additional services with respect to that completed engagement when we present to you the final audit report that relates to any given year.

Our audit report on the financial statements to be issued pursuant to this engagement is for your use. If it is your primary intent that our report will benefit or influence a third-party user, we must be informed prior to the beginning of the annual audit engagement.

Considering our current relationship as an independent member of the BDO Alliance USA, the firm may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

In connection with this engagement, we may communicate with you or others via e-mail transmission. As e-mails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that e-mails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure or communication of e-mail transmissions, or for the unauthorized use or failed delivery of e-mails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of e-mail transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of sales or anticipated profits, or disclosure or communication of confidential or proprietary information.

You agree that our maximum liability to you for any negligent errors or omissions committed by us in the performance of the engagement will be limited to the amount of our fees for this engagement, except to the extent determined to result from our gross negligence or willful misconduct.

Because there are inherent difficulties in recalling or preserving information as the period after an engagement increases, you agree that, notwithstanding the statute of limitations of the State of Michigan, any claim based on this engagement must be commenced within 12 months after performance of our service, unless you have previously provided us with a written notice of a specific defect in our services that forms the basis of the claim.

If any dispute arises among the parties hereto, the parties agree first to try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its Commercial Mediation Rules. If the parties are unable to resolve the dispute through mediation within 60 days from the date notice is first given from one party to the other as to the existence of a dispute and the demand to mediate, then they may proceed to resolve the matter by arbitration if this agreement provides that the particular dispute is subject to arbitration, or by whatever other lawful means are available to them if this agreement does not provide for arbitration of the particular dispute. Costs of any mediation proceeding shall be shared equally by all parties.

Benzie County and Maner Costerisan both agree that any dispute over fees charged by Maner Costerisan to the client or any other disputes will be submitted for resolution by arbitration in accordance with the rules of the American Arbitration Association. Such arbitration shall be binding and final. The arbitration shall take place at Lansing, Michigan. Any hearing shall be before one arbitrator in accordance with Rule 17 of the Commercial Arbitration Rules of the American Arbitration Association (the Rules). Any award rendered by the arbitrator pursuant to this agreement may be filed and entered and shall be enforceable in the appropriate court of the county in which arbitration proceeds. In agreeing to arbitration, we both acknowledge that, in the event of a dispute over fees, each of us is giving up the right to have the dispute decided in a court of law before a judge or jury and instead we are accepting the use of arbitration for resolution. The prevailing party shall be entitled to an award of reasonable attorney's fees and costs incurred in connection with the arbitration of the dispute in an amount to be determined by the arbitrator.

## **Reporting**

We will issue a written report upon completion of our audit of Benzie County's financial statements. Our report will be addressed to management and those charged with governance of Benzie County. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that Benzie County is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

We appreciate the opportunity to be of service to Benzie County and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

*Maner Costerisan PC*

RESPONSE:

This letter correctly sets forth the understanding of Benzie County.

By:\_\_\_\_\_

Title:\_\_\_\_\_

Date:\_\_\_\_\_

To: Maner Costerisan

After considering the qualifications of the accounting personnel of Benzie County we believe they have the qualifications and abilities to generate financial statements, including the required footnotes, in accordance with U.S. generally accepted accounting principles. However, for convenience and other issues, we may contract with you to prepare our financial statements.

Signature:\_\_\_\_\_

Title:\_\_\_\_\_

Date:\_\_\_\_\_

## **ADDENDUM TO ENGAGEMENT LETTER**

As part of the audit engagement, you have requested our assistance with the following services. *Government Auditing Standards* considers these services as “non-attest” or “non-audit” services. Management is required to review, approve, and accept responsibility for any non-audit services we may perform.

- Preparation of the financial statements, including the related notes, required and additional supplementary information.
- Assistance with the preparation of the Michigan Department of Treasury F-65 report.
- Assistance with the preparation and submission of audit financial information required by law or regulations.
- Assistance with, or the preparation of, year-end adjusting journal entries and work papers.
- Access to a secure portal for use in exchanging information electronically.





## Report on the Firm's System of Quality Control

July 30, 2020

To the Partners of Maner Costerisan PC and  
the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Maner Costerisan PC (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended March 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

### Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act; audits of employee benefit plans, and an audit of a broker-dealer.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Maner Costerisan PC applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended March 31, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Maner Costerisan PC has received a peer review rating of *pass*.

A handwritten signature in black ink that reads 'Reilly, Penner &amp; Benton LLP'.

Reilly, Penner & Benton LLP

Reilly, Penner & Benton LLP

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[www.rpb.biz](http://www.rpb.biz)

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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: September 6, 2023

Subject: **Adoption of the 2023/2024 Fiscal Year Budget**

Over the last several months, the Board of Commissioners and Administration have been preparing and reviewing the draft budget for 2023/2024. Highlights include presentation of a balanced budget, the aligning of expenditures with the appropriate budget lines, and adjusting revenues and expenditures to reflect activity more accurately. The Board is also realizing no transfer of general fund dollars to support the jail operations fund as well as not budgeting the use of fund balance to balance the general fund.

As a reminder, the capital fund is much different than in years past. We are working to utilize this fund better by including all appropriate expenditures within it. The County is also the recipient of a generous amount of funding from the State of Michigan and our Federal Government. The Board should not expect as large of a capital fund in the future.

During this time, the Parks and Recreation Commission and the Economic Development Committee have recommended the establishment of the Community Coordinator position and department to support the functions of both parks and recreation, and economic development. I concur with these recommendations and too, recommend that the Board of Commissioners authorize \$200,000 of general fund contingency dollars towards a Community Development department within the general fund (recommended 101-700), including a Community Coordinator, an additional part-time support staff and appropriate supplies.

On Tuesday, I look forward to additional discussion.

## **Recommendation:**

That the Board of Commissioners adopts the 2023/2024 General Appropriation Act and 2023/2024 Fiscal Year Budget, including recommendations made in the September 6, 2023 memorandum from the County Administrator, and authorizes the Chair to sign the General Appropriations Act and L-4029.



# **Benzie County Budget 2023-2024 Fiscal Year**

*Adopted September \_\_, 2023*



**Benzie County  
448 Court Place  
231-882-0558  
231-882-7072**

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## **BENZIE COUNTY 2023– 2024 GENERAL APPROPRIATION ACT AND BUDGET**

Pursuant to Act 2 PA 1968, as amended, the County must adopt a general appropriation act and budget for the General Fund and all Special Revenue Funds. This general appropriation act and attached budget is adopted to comply with those provisions.

### **Public Hearing**

Pursuant to MCLA 141.412 and .413, notice of a public hearing to be held on September 12, 2023, on the proposed budget was published in the Benzie County Record Patriot, a newspaper of general circulation on August 16, 2023. The budget was available for the public review at the Benzie County Government Center and the Benzie County website, [www.benzieco.net](http://www.benzieco.net).

### **Chief Administrative Officer**

The County Administrator is designated as the Chief Administrative Officer, as that term is defined in Act 2 PA 1968, as amended. The Chief Administrative Officer, along with the members of the Board of Commissioners, works in partnership with County Elected Officials, and Department Heads when developing the budget. Once the budget is approved, the Administrator works with staff if amendments are needed.

### **Budget Amendments**

In accordance with section 17 of Act 2 PA 1968, as amended, budget amendments shall be presented to the Board of Commissioners at such time as it is determined that there may be expenditures in excess of the appropriation, or revenue shortfalls.

### **Benzie County Millage Rates**

The Benzie County Board of Commissioners, for the purpose of the Truth in Taxation Budgeting Act, does hereby authorize to be levied for the 2023 tax year (FY 2023-24), a total County levy of 7.4483 mills for purposes of operations and authorized debt services, as summarized below:

Benzie County General Operating	3.3378	General government operations
Jail Operation	1.2660	Jail operations and maintenance
Emergency Medical Services	.8000	Advanced life support/ambulances
Veterans Services	.0750	Assistance to veterans
Commission on Aging	.8177	Services to aging citizens
Conservation District	.1222	Conservation District
TNT Officer	.1000	TNT Officer
School & Youth Resource Officer	.0550	School & Youth Resource Officers



Road Commission	To be Voted On Nov. 2023	Road operations, repair & equipment
Medical Care Facility	.3626	Medical Care Facility
Medical Care Debt	.3720	MCF debt levy for expansion project;
Animal Control Operations	.1400	Animal Control Operations

This represents the total number of 7.4483 mills of ad valorem property taxes to be levied and the purpose for which that millage is to be levied. This complies with the “Truth in Budgeting Act.” The general operating levied mills is lower in the previous tax year because it has been reduced due to a Headlee rollback.

The Board of Commissioners further resolves to adopt the FY 2023/2024 General Fund Operating Budget at a total of \$8,587,491 and a FY 2023/2024 Supplemental Fund Budget totaling \$44,793,643, for a total all fund budget of \$53,381,134.

### **Level of Adoption and Control**

The FY 2023/2024 budget has been prepared at the revenue/expense level, by source and line item, by activity (department) and by function. The adopted budget level is on a fund and activity basis for the General Fund and a fund basis for all other funds, subject to all County policies regarding the expenditure of funds, and the conditions set forth in this resolution. The Administrator/Finance Director shall monitor each department within each fund on a line-item basis, with necessary budget amendments (at the activity level) to be submitted to the board as needed.

### **Budget Basis of Accounting**

The FY 2023/2024 Benzie County budgets are hereby adopted on an activity (departmental) basis for the General Fund and on a fund basis for all other funds, as contained in the budget document.

### **Departmental Appropriations to Other Funds**

Departmental appropriations to other funds are to be transferred to those funds on a quarterly basis for the first three quarters of the fiscal year and as needed near the end of the fourth quarter. Additional action by the Board of Commissioners is not required for these transfers.

### **Adherence to County Policies and Procedures**

Funds are appropriated contingent upon compliance with said purchasing procedures and personnel policies adopted by the Board of Commissioners. All County Elected Officials and County Appointed Department Heads shall abide by the purchasing procedures and personnel policies, as adopted and amended by the Board of Commissioners.

### **Approved Position Roster**

The approved employee positions on the Position Roster List contained in the budget shall limit the number of employees who can be employed, and no funds are appropriated for any position or employee not on the Approved Position Roster. Further, there may be a need to increase or

decrease various positions within the budget and/or to impose a hiring freeze and/or impose lay-offs due to unforeseen financial changes. Therefore, the Approved Position Roster may be changed from time to time by the Board. The County Elected Officials and the County Department Heads shall abide by whatever changes are made by the Board, if any, relative to the approved positions and the number of employees stated in the Position Roster.

### **Authorized Positions**

The authorized positions in the Position Roster List contained in each budget by appropriation indicate the authorized maximum number of employees in their respective classifications for that budget. The Board must specifically approve any deviations from this list.

### **Cost Shared Positions**

There are certain positions contained in the Position Roster List that are supported in some part by a grant, cost sharing, childcare reimbursement, or other source of outside funding. These positions are only approved contingent upon the County receiving the budgeted revenues generated by this position. In the event outside funding is not received, or the County is notified that it will not be receiving the expected funding, then said positions shall be considered unfunded and eliminated from the Approved Position Roster List, unless specifically approved by the Board of Commissioners for the position to remain.

### **Appropriations to Non-County Organizations**

Appropriations to Non-County organizations shall be paid in accordance with the provisions of the applicable inter-local agreement or contractual agreement with the organization. Each agreement shall be approved by the Board of Commissioners and be signed by the Board Chairperson. All Non-County organizations that receive appropriations from Benzie County will be subject to the Open Meetings Act and the Freedom of Information Act.

### **Capital Outlay**

Purchases of equipment, furniture, or other fixed assets in excess of \$5,000.00 shall be considered "Capital" and shall be purchased by the Administrator or their designee. Any purchases of this type are to be added to the accounting records in the General Fixed Assets Account Group. Capital must be in compliance with the Benzie County Purchasing Policy.

### **Approval of Payroll**

Payroll is a claim against the County; however, payroll (including all payroll taxes and deductions) may be paid in accordance with collective bargaining agreements. The Board of Commissioners will approve a salary for elected and non-represented employees along with the various bargaining unit agreements. The County's payroll will be processed in accordance with these approvals.

### **Approval of Claims Against the County (Accounts Payable)**

Pursuant to MCL 46.71, all claims (accounts payable) shall be submitted by the County Administrator or their designee on a "List of Claims for Prior Approval" as required by MCL 46.11(q).

The Board of Commissioners shall approve the payments of all financial claims against the County.

### **Payment of Claims Prior to Approval**

In order to take advantage of discounts and avoid finance charges and late fees, or in emergency/time sensitive circumstances or circumstances deemed appropriate, the County Administrator or his/her designee may pay claims prior to the approval of the Board of Commissioners. These payments must be submitted to the Board for approval on a separate "List of Pre-Paid Claims Prior to Approval" by the County Administrator as required by MCL 46.11(q).1.

### **Budget Administrator**

The County Administrator is hereby appointed by the Board of Commissioners as "Budget Administrator" pursuant to the Uniform Budget and Accounting Act, MCLA 141.421 et seq., with power to administer such duties in connection with said budget.

### **Transfer of Monies**

The County Administrator or his/her designee is authorized to transfer monies (make budget adjustments) from one non-personnel related category to another within their own budget as it is deemed necessary.

### **Budget Amendments**

When the Administrator processes budget amendments under the Administrator authorization, the Administrator will submit all budget amendments to the Board of Commissioners at the next regularly scheduled meeting.

### **Specific Fund Balance Policy**

Annually, each Special Revenue Fund should be evaluated to ascertain if the revenue or fund balances have been restricted by State statute, ordinance, resolution, or contract. If the fund balance has been restricted, the specific fund should retain that restricted or earmarked amount. However, if unrestricted, the entire balance may revert to the General Fund or other funds at year-end except for those funds receiving dedicated millage to finance operations.

### **Debt Service Fund**

The general policy for Debt Service Funds is to maintain all cash and investments in the specific fund until the bonds and interest are paid in full. When the bonds are paid in full and residual remains in the fund, such amounts should be transferred to the public improvement fund or to the fund or funding entity from which the primary source of financing for that project originated.

### **Capital Projects Fund**

Construction funds are restricted for a specific purpose, usually, by contract, resolution, or both. If there is any residual in the fund after completion of the construction, it should be either transferred to retire the debt in the corresponding Debt Service Fund, used to expand the scope of the initial project with Board Approval or returned to the funding entity as provided by contract, agreement, or resolution.

**911**

The Benzie County Board of Commissioners hereby authorize a 911 Operating Surcharge be assessed to each 911 service user, a monthly surcharge of up to \$3.00 in a monthly billing of landline, wireless and voice over internet (VOIP) service suppliers within the geographical boundaries of Benzie County to cover the cost of 911 Dispatch Service for FY 2023/2024.

**Recycling/Solid Waste**

The Benzie County Board of Commissioners hereby authorizes a per-household fee of \$25.00 to be charged to each residential parcel for the purposes of providing recycling and solid waste reduction services to residents.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the forgoing resolution and General Appropriations Act. Roll call. Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ .

\_\_\_\_\_  
Bob Roelofs, Chairperson  
Benzie County Board of Commissioners

I, Tammy Bowers, Clerk of the Benzie County Board of Commissioners and Clerk of the County of Benzie, do hereby certify that the above Act was duly adopted by the said Board on \_\_\_\_\_.

\_\_\_\_\_  
Tammy Bowers, Benzie County Clerk

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
101-000-691.00	BUDGETED USE OF FUND BALANCE		300,000		
Totals for dept 000 -			300,000		
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
101-111-676.10	RETIREEES/EMPLOYEE HEALTH INS REIME	31,200	31,200		(100.00)
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)		31,200	31,200		(100.00)
Dept 172 - ADMINISTRATOR					
101-172-620.00	ADMINISTRATION FEES	270,930	270,930	247,634	(8.60)
101-172-623.01	POSTAGE FEES REIMBURSEMENTS			3,500	
101-172-676.00	REIMBURSEMENTS			119,000	
101-172-687.00	REFUNDS/REBATES		9,150	2,500	
Totals for dept 172 - ADMINISTRATOR		270,930	280,080	372,634	37.54
Dept 215 - COUNTY CLERK					
101-215-481.00	MARRIAGES LICENSES	700	700	700	
101-215-481.01	MARRIAGE APPLICATION WAIVER	200	200	200	
101-215-481.02	MARRIAGE CEREMONY				
101-215-602.00	CERTIFIED COPIES	12,500	12,500	14,000	12.00
101-215-604.00	FAX FEES	500	500	700	40.00
101-215-621.00	ASSUMED NAMES (DBA'S)	1,500	1,500	1,500	
101-215-622.00	NOTARY BOND FILING FEES	200	200	250	25.00
101-215-623.01	POSTAGE FEES REIMBURSEMENTS	3,500	3,500		(100.00)
101-215-687.00	REFUND/REBATES	300	300	300	
Totals for dept 215 - COUNTY CLERK		19,400	19,400	17,650	(9.02)
Dept 253 - COUNTY TREASURER					
101-253-402.00	CURRENT REAL PROPERTY TAX	5,165,383	5,165,383	5,483,282	6.15
101-253-412.00	DELINQUENT PERSONAL PROPERTY TAXES	1,000	1,000	1,000	
101-253-423.00	COMMERCIAL FOREST RESERVE	500	500	500	
101-253-423.03	FRANKFORT HOUSING PROJECT PILT	3,500	3,500	5,000	42.86
101-253-425.00	SWAMP LAND TAX	135,000	135,000	136,000	0.74
101-253-426.00	FEDERAL GOVERNMT P.I.L.T.	25,387	25,387	26,000	2.41
101-253-434.00	TRAILER TAX	500	500	500	
101-253-439.00	RECREATIONAL MARIJUANA EXCISE TAX	246,000	246,000	210,000	(14.63)
101-253-445.00	INTEREST ON SUMMER TAXES	5,400	5,400	6,500	20.37
101-253-478.00	DOG LICENSES	8,000	8,000	8,000	
101-253-478.01	DOG LICENSES - NELSON	4,000	4,000	4,000	
101-253-478.03	DOG LICENSES - CERRO	800	800	800	
101-253-478.05	DOG LICENSES - DALY	15,000	15,000	15,000	
101-253-478.06	DOG LICENSES - NORTHWOOD	1,500	1,500	2,000	33.33
101-253-547.00	COURT EQUITY	50,000	50,000	66,000	32.00
101-253-572.00	CONVENTION FACILITY - LIQUOR TAX	105,000	105,000	152,916	45.63
101-253-573.00	LOCAL COMM STABILIZATION TAX SHARE	10,000	10,000	10,000	
101-253-574.00	STATE SHARED REVENUE	362,500	362,500	407,016	12.28
101-253-602.00	RECORD COPYING/CERTS/SPLITS FEES	10,000	10,000	10,000	
101-253-620.00	ADMINISTRATION FEES - GRANTS/TAXES	7,000	7,000	5,000	(28.57)
101-253-625.00	NSF FEES/ORDINANCE FEES	200	200	300	50.00
101-253-642.10	TAX ROLL PRINTING	45,000	45,000	45,000	
101-253-665.00	INTEREST ON DEPOSITS	30,000	30,000	100,000	233.33
101-253-687.00	REFUNDS/REBATES				
101-253-699.02	TRANSFER IN-FUND 516 (DTRF)	80,000	80,000	385,000	381.25
101-253-699.03	TRANSFER IN	20,000	20,000	90,324	351.62
101-253-699.06	TRANSFER IN - FUND 532 (FORECLOSUE	30,000	30,000	35,000	16.67
Totals for dept 253 - COUNTY TREASURER		6,361,670	6,361,670	7,205,138	13.26
Dept 257 - EQUALIZATION DEPARTMENT					
101-257-642.00	PRINTING SALES	2,100	2,100	2,500	19.05
Totals for dept 257 - EQUALIZATION DEPARTMENT		2,100	2,100	2,500	19.05
Dept 262 - ELECTIONS					
101-262-687.00	REFUNDS/REBATES	4,000	4,000		(100.00)
101-262-687.10	REFUND ELECTION EXPENSES			18,300	
Totals for dept 262 - ELECTIONS		4,000	4,000	18,300	357.50
Dept 265 - BUILDING & GROUNDS					
101-265-580.02	GRANT - MMRMA				
101-265-667.00	OTHER RENT REVENUE	31,440	31,440	50,340	60.11
101-265-687.00	REFUNDS/REBATES - CELLPHONES				
Totals for dept 265 - BUILDING & GROUNDS		31,440	31,440	50,340	60.11
Dept 266 - LEGAL & CONTRACTED SERVICES					
101-266-687.00	REFUNDS/REBATES				
Totals for dept 266 - LEGAL & CONTRACTED SERVICES					
Dept 283 - CIRCUIT COURT					
101-283-501.00	CIRCUIT CT-OTHER FEDERAL GRANTS/DC				



GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 283 - CIRCUIT COURT					
101-283-539.00	STATE GRANTS-DRUG COURT (REVENUE)	28,000	28,000	30,000	7.14
101-283-539.07	JUDGES SALARY REFUND	18,920	18,920	18,300	(3.28)
101-283-544.00	DRUNK DRIVING/DRUG CASE FLOW	150	150	150	
101-283-602.00	RECORD COPYING / FAXES			20	
101-283-608.00	CIRCUIT COURT - COURT COSTS	19,000	19,000	21,500	13.16
101-283-609.00	JURY FEES REIMBURSED	1,300	1,300	1,500	15.38
101-283-615.00	BOND COSTS (10%)	800	800	800	
101-283-615.10	BOND FORFEITURE				
101-283-616.00	LAB FEES	100	100	150	50.00
101-283-625.00	ALL COURT FEES	6,025	6,025	6,250	3.73
101-283-626.00	ATTORNEY FEES	1,000	1,000	1,000	
101-283-626.01	FAMILY DIVISION ATTORNEY FEES				
101-283-687.00	REFUNDS CIRCUIT COURT EMER RESPON	1,000	1,000		(100.00)
Totals for dept 283 - CIRCUIT COURT		76,295	76,295	79,670	4.42
Dept 286 - DISTRICT COURT					
101-286-483.00	PROBATION FEES	10,000	10,000	10,000	
101-286-539.07	JUDGES SALARY REFUND	160,000	160,000	178,000	11.25
101-286-544.00	DRUNK DRIVING/DRUG CASE FLOW	5,000	5,000	5,000	
101-286-603.01	DOG FINES	700	700	700	
101-286-608.00	DISTRICT COURT - COURT COSTS	60,000	60,000	65,000	8.33
101-286-609.00	STATE JURY FEE REIMBURSEMENTS	500	500	1,500	200.00
101-286-615.00	BOND COSTS (10%)	5,000	5,000	5,000	
101-286-625.00	ALL COURT FEES	46,500	46,500	46,500	
101-286-626.00	ATTORNEY FEES	4,000	4,000	5,000	25.00
101-286-635.00	BLOOD RESTITUTIONS				
101-286-636.00	SCREENING FEES	1,500	1,500	2,000	33.33
101-286-651.00	FORFEITURE BONDS	2,500	2,500	2,500	
101-286-674.00	CONTRIBUTIONS & DONATIONS				
101-286-687.00	REFUNDS/REBATES		8,564		
Totals for dept 286 - DISTRICT COURT		295,700	304,264	321,200	8.62
Dept 289 - FRIEND OF THE COURT					
101-289-539.00	STATE GRANTS - INCENTIVE PAYMENTS				
101-289-603.00	FINES & COSTS	225	225	350	55.56
101-289-608.00	FRIEND OF COURT - COURT COSTS				
101-289-625.00	MEDIATION FEES	4,000	4,000	5,000	25.00
101-289-626.00	ATTORNEY FEES				
101-289-687.00	REFUND CONVEYING CONVICTS				
101-289-699.00	TRANSFER IN				
Totals for dept 289 - FRIEND OF THE COURT		4,225	4,225	5,350	26.63
Dept 296 - PROSECUTING ATTORNEY					
101-296-501.00	PROS ATTY -OTHER FEDERAL GRANTS/DC				
101-296-539.01	STATE - CO-OP REIMBURSEMENTS	2,500	2,500	2,500	
101-296-539.02	STATE SUPPLEMENT	1,700	1,700	1,671	(1.71)
101-296-539.03	VICTIM ADVOCATE	36,851	36,851	38,771	5.21
101-296-580.02	GRANT - WOMEN'S RESOURCE CENTER				
101-296-602.00	RECORD COPYING				
101-296-604.00	CHARGE FOR SERVICES - PACC				
101-296-632.00	STATE GRANT - TITLE IV-E	5,000	5,000	6,500	30.00
101-296-638.20	OWI FEES PROSECUTORS G/F	7,500	7,500	7,500	
101-296-674.00	CONTRIBUTIONS & DONATIONS CV WEEK				
101-296-687.00	REFUND EXTRADITION FEE			3,000	
Totals for dept 296 - PROSECUTING ATTORNEY		53,551	53,551	59,942	11.93
Dept 301 - SHERIFF					
101-301-439.00	RECREATIONAL MARIJUANA EXCISE TAX				
101-301-501.00	SHERIFF-OTHER FEDERAL GRANT/DOJ				
101-301-572.00	LIQUOR LICENSES	7,100	7,100	7,100	
101-301-602.00	RECORD COPYING - FEES - ACCIDENT I	1,600	1,600	2,500	56.25
101-301-618.00	SEX OFFENDERS REGISTRATION FEE	1,500	1,500	1,500	
101-301-628.00	PHOTOS				
101-301-638.20	OWI FEES	6,500	6,500	7,500	15.38
101-301-687.00	REFUNDS/REBATES	5,000	5,000	7,500	50.00
101-301-687.10	REIMB MENTAL HEALTH OFFICER				
Totals for dept 301 - SHERIFF		21,700	21,700	26,100	20.28
Dept 305 - MMOG MEDICAL MARIJUANA OP/OVERSIGHT GRNT					
101-305-539.00	STATE GRANTS				
Totals for dept 305 - MMOG MEDICAL MARIJUANA OP/OVE					
Dept 333 - SECONDARY ROAD PATROL					
101-333-539.00	STATE GRANTS	21,886	21,886	50,000	128.46
Totals for dept 333 - SECONDARY ROAD PATROL		21,886	21,886	50,000	128.46
Dept 334 - ZERO TOLERANCE, BAILIFF					

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 334 - ZERO TOLERANCE, BAILIFF					
101-334-629.00	SERVICE OF PAPERS	7,500	7,500		(100.00)
101-334-638.10	PRELIMINARY BREATH TEST FEES	4,000	4,000	2,000	(50.00)
	Totals for dept 334 - ZERO TOLERANCE, BAILIFF	11,500	11,500	2,000	(82.61)
Dept 426 - EMERGENCY MANAGEMENT					
101-426-539.00	STATE GRANTS - EMPG	18,500	18,500	18,300	(1.08)
101-426-539.02	STATE GRANTS - HMEP	2,400	2,400	1,650	(31.25)
101-426-539.06	HOMELAND SECURITY GRANT - EQUIP/TE				
101-426-687.00	REFUNDS/REBATES				
	Totals for dept 426 - EMERGENCY MANAGEMENT	20,900	20,900	19,950	(4.55)
Dept 442 - DRAIN COMMISSION					
101-442-674.00	CONTRIBUTIONS & DONATIONS				
	Totals for dept 442 - DRAIN COMMISSION				
Dept 648 - MEDICAL EXAMINER					
101-648-484.00	CREMATION REVIEW FEE	5,000	5,000	7,000	40.00
101-648-687.00	REFUNDS/REBATES				
	Totals for dept 648 - MEDICAL EXAMINER	5,000	5,000	7,000	40.00
Dept 662 - JUVENILE DIVISION					
101-662-539.00	STATE GRANTS - DRUG COURT				
101-662-539.08	YOUTH SERVICES DIRECTOR REFUND	27,317	27,317	27,317	
101-662-603.00	FINES & COSTS	500	500	500	
101-662-625.00	VICTIMS RIGHTS (10%) FEES				
101-662-682.00	REIMBURSEMENT NON CCF	100	100	100	
101-662-683.00	ADOPTIONS				
101-662-687.00	REFUNDS/REBATES				
	Totals for dept 662 - JUVENILE DIVISION	27,917	27,917	27,917	
Dept 710 - MSU EXTENSION					
101-710-630.00	MSU EXTENSION SERVICES				
101-710-687.00	REFUNDS/REBATES				
	Totals for dept 710 - MSU EXTENSION				
Dept 711 - REGISTER OF DEEDS					
101-711-440.00	REAL ESTATE TRANSFER TAX	185,000	185,000	150,000	(18.92)
101-711-602.00	RECORD COPYING	155,000	155,000	115,000	(25.81)
101-711-617.00	REMOTE ACCESS FEES	15,000	15,000	13,000	(13.33)
101-711-617.20	REMOTE ACCESS FEES - LAREDO	40,000	40,000	35,000	(12.50)
101-711-619.00	REMOUNMENTATION FEES	300	300	300	
101-711-623.00	PASSPORT EXECUTION FEES	5,950	5,950	8,500	42.86
	Totals for dept 711 - REGISTER OF DEEDS	401,250	401,250	321,800	(19.80)
Dept 751 - PARKS & RECREATION DEPARTMENT					
101-751-580.00	GRANT - G.T. BAND				
101-751-580.02	GRANT - GTRCF-RRPNA ENDOWMENT				
101-751-687.00	REFUNDS/REBATES		71,890		
	Totals for dept 751 - PARKS & RECREATION DEPARTMENT		71,890		
TOTAL ESTIMATED REVENUES		7,660,664	8,050,268	8,587,491	12.10
APPROPRIATIONS					
Dept 101 - BOARD OF COMMISSIONERS					
101-101-702.00	WAGES	34,488	34,488	42,500	23.23
101-101-716.00	PAYMENT IN LIEU OF MED INSURANCES			6,150	
101-101-717.00	MEDICAL/DENTAL/VISION INSURANCE			75,000	
101-101-717.02	HRA REIMBURSEMENT			8,300	
101-101-719.00	MEDICARE			650	
101-101-721.00	PER DIEM	31,000	31,000	31,000	
101-101-724.00	RETIREMENT - COUNTY SHARE			16,500	
101-101-725.01	F.I.C.A. - SOCIAL SECURITY			2,700	
101-101-725.06	LIFE INSURANCE			300	
101-101-725.07	CONTRACTED SERVICES INSURANCES			200	
101-101-725.08	WORKER'S COMP INSURANCE			1,000	
101-101-727.00	OFFICE SUPPLIES	750	750	750	
101-101-853.00	CELLULAR PHONES		131	550	
101-101-860.00	TRAVEL	7,000	7,000	8,000	14.29
101-101-900.00	PRINTING & PUBLISHING	3,500	3,369	2,000	(42.86)
101-101-955.00	DUES & REGISTRATIONS	17,500	17,500	18,000	2.86
101-101-957.00	MISCELLANEOUS				
	Totals for dept 101 - BOARD OF COMMISSIONERS	94,238	94,238	213,600	126.66
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
101-111-716.00	PAYMENT IN LIEU OF MED INSURANCES	15,000	15,000		(100.00)
101-111-717.00	MEDICAL/DENTAL/VISION INSURANCE	580,345	539,188		(100.00)
101-111-717.01	MEDICAL INSURANCE TO MANISTEE		17,000		

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
APPROPRIATIONS					
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
101-111-717.02	HRA REIMBURSEMENT	95,000	95,000		(100.00)
101-111-718.00	SHORT/LONG TERM DISABILITY	13,816	13,280		(100.00)
101-111-719.00	MEDICARE	39,188	38,324		(100.00)
101-111-724.00	RETIREMENT - COUNTY SHARE	492,535	492,535		(100.00)
101-111-725.01	F.I.C.A. - SOCIAL SECURITY	166,738	163,044		(100.00)
101-111-725.04	UNEMPLOYMENT INS	5,000	5,000		(100.00)
101-111-725.06	LIFE INSURANCE	2,310	2,310		(100.00)
101-111-800.00	CONTRACTED SERVICES		1,780		
101-111-828.00	WORKERS COMP INSURANCE	42,650	38,550		(100.00)
101-111-828.10	LIABILITY & BUILDING INSURANCE	225,000	242,087		(100.00)
101-111-828.30	INSURANCE CLAIMS	2,000	2,000		(100.00)
101-111-874.00	MEDICAL INSURANCE - RETIREES	24,700	24,700		(100.00)
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)		1,704,282	1,689,798		(100.00)
Dept 172 - ADMINISTRATOR					
101-172-702.00	WAGES	195,941	195,941	198,000	1.05
101-172-716.00	PAYMENT IN LIEU OF MED INSURANCES				
101-172-717.00	MEDICAL/DENTAL/VISION INSURANCE			40,000	
101-172-717.02	HRA REIMBURSEMENT			5,000	
101-172-718.00	SHORT/LONG TERM DISABILITY			1,300	
101-172-719.00	MEDICARE			2,900	
101-172-723.00	OVERTIME	1,000	1,000	500	(50.00)
101-172-724.00	RETIREMENT - COUNTY SHARE			9,400	
101-172-725.01	F.I.C.A. - SOCIAL SECURITY			12,350	
101-172-725.04	UNEMPLOYMENT INS			137	
101-172-725.06	LIFE INSURANCE			128	
101-172-725.07	CONTRACTED SERVICES INSURANCES			500	
101-172-725.08	WORKER'S COMP INSURANCE			775	
101-172-727.00	OFFICE SUPPLIES	5,500	6,173	5,500	
101-172-800.00	CONTRACTED SERVICES	5,000	46,604	20,000	300.00
101-172-853.00	CELLULAR PHONES			360	
101-172-860.00	TRAVEL	3,000	3,000	2,000	(33.33)
101-172-900.00	PRINTING & PUBLISHING	2,000	2,000	2,000	
101-172-955.00	DUES & REGISTRATIONS	3,300	3,300	3,500	6.06
101-172-961.00	TRAINING & SCHOOLS	2,000	2,000	2,500	25.00
101-172-963.00	COMPUTER SUPPORT	4,100	4,100		(100.00)
101-172-970.00	EQUIPMENT		2,174		
Totals for dept 172 - ADMINISTRATOR		221,841	266,292	306,850	38.32
Dept 215 - COUNTY CLERK					
101-215-702.00	WAGES	212,277	212,277	235,000	10.70
101-215-716.00	PAYMENT IN LIEU OF MED INSURANCES				
101-215-717.00	MEDICAL/DENTAL/VISION INSURANCE			38,000	
101-215-717.02	HRA REIMBURSEMENT			8,300	
101-215-718.00	SHORT/LONG TERM DISABILITY			1,100	
101-215-719.00	MEDICARE			3,500	
101-215-723.00	OVERTIME	5,000	5,000	6,000	20.00
101-215-724.00	RETIREMENT - COUNTY SHARE			40,000	
101-215-725.01	F.I.C.A. - SOCIAL SECURITY			14,500	
101-215-725.04	UNEMPLOYMENT INS			230	
101-215-725.06	LIFE INSURANCE			380	
101-215-725.07	CONTRACTED SERVICES INSURANCES			275	
101-215-725.08	WORKER'S COMP INSURANCE			950	
101-215-727.00	OFFICE SUPPLIES	5,000	5,000	5,000	
101-215-728.00	JURY SUPPLIES	400	400	400	
101-215-800.00	CONTRACTED SERVICES				
101-215-807.00	JURY BOARD FEES	1,000	1,000	1,000	
101-215-860.00	TRAVEL	2,000	2,000	2,000	
101-215-955.00	DUES & REGISTRATIONS	3,500	3,500	3,500	
101-215-957.00	MISC - APPORTIONMENT EXPENSES				
101-215-961.00	TRAINING & SCHOOLS	1,500	1,500	1,500	
101-215-962.00	JIS RELATED COSTS				
101-215-963.00	COMPUTER SUPPORT	7,400	7,400	7,400	
101-215-970.00	EQUIPMENT	26,000	26,000	26,000	
Totals for dept 215 - COUNTY CLERK		264,077	264,077	395,035	49.59
Dept 222 - INSURANCE AND BONDS					
101-222-828.00	INSURANCE & BONDS				
101-222-828.10	LIABILITY & BUILDING INSURANCE			215,000	
101-222-828.30	INSURANCE CLAIMS			5,000	
Totals for dept 222 - INSURANCE AND BONDS				220,000	
Dept 228 - TECHNOLOGY					
101-228-800.00	CONTRACTED SERVICES	3,000	3,000	2,500	(16.67)
101-228-850.01	INTERNET SERVICE	6,500	6,500	7,000	7.69
101-228-963.00	COMPUTER SUPPORT	35,000	48,272	80,000	128.57
101-228-963.10	WEBSITE SUPPORT	6,500	6,500	4,500	(30.77)

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
APPROPRIATIONS					
Dept 228 - TECHNOLOGY					
101-228-970.00	EQUIPMENT			65,000	
Totals for dept 228 - TECHNOLOGY		51,000	64,272	159,000	211.76
Dept 233 - CENTRAL SERVICES					
101-233-727.10	PAPER SUPPLIES	10,000	9,573	10,000	
101-233-730.00	POSTAGE	45,000	45,000	45,000	
101-233-800.00	CONTRACTED SERVICES	1,000	1,427	1,500	50.00
101-233-850.00	TELEPHONE		3,000	15,000	
101-233-874.00	MEDICAL INSURANCE - RETIREES			30,000	
101-233-930.00	EQUIPMENT REPAIR	9,500	9,500	9,500	
101-233-940.20	EQUIPMENT LEASE	15,000	15,000	20,000	33.33
101-233-961.06	PROFESSIONAL DEVELOPMENT				
Totals for dept 233 - CENTRAL SERVICES		80,500	83,500	131,000	62.73
Dept 253 - COUNTY TREASURER					
101-253-702.00	WAGES	145,827	145,827	162,000	11.09
101-253-716.00	PAYMENT IN LIEU OF MED INSURANCES				
101-253-717.00	MEDICAL/DENTAL/VISION INSURANCE			32,500	
101-253-717.02	HRA REIMBURSEMENT			5,000	
101-253-718.00	SHORT/LONG TERM DISABILITY			650	
101-253-719.00	MEDICARE			2,400	
101-253-723.00	OVERTIME	600	600	1,500	150.00
101-253-724.00	RETIREMENT - COUNTY SHARE			39,000	
101-253-725.01	F.I.C.A. - SOCIAL SECURITY			10,100	
101-253-725.04	UNEMPLOYMENT INS			137	
101-253-725.06	LIFE INSURANCE			230	
101-253-725.07	CONTRACTED SERVICES INSURANCES			350	
101-253-725.08	WORKER'S COMP INSURANCE			640	
101-253-727.00	OFFICE SUPPLIES	3,000	4,000	4,500	50.00
101-253-731.00	TAX ROLLS & NOTICES	12,000	26,800	32,000	166.67
101-253-775.00	DOG LICENSES	1,000	1,000	1,000	
101-253-800.00	CONTRACT SERVICES - AUDITOR	1,000	1,000	1,000	
101-253-800.01	CONTRACTED SERVICES COPIER				
101-253-828.00	INSURANCE & BONDS - CURRENT TAXES		4,100	10,000	
101-253-830.10	SERVICE CONTRACT (AC)	1,500	1,500	1,500	
101-253-831.00	BANK FEES	800	800	800	
101-253-860.00	TRAVEL	2,500	2,500	2,500	
101-253-900.00	PRINTING & PUBLISHING	500	500	500	
101-253-930.00	EQUIPMENT REPAIR	1,000	1,000	1,000	
101-253-955.00	DUES & REGISTRATIONS	3,000	3,000	3,000	
101-253-961.00	TRAINING & SCHOOLS	3,000	1,900	1,900	(36.67)
101-253-963.00	COMPUTER SUPPORT	12,000	11,900		(100.00)
101-253-970.00	EQUIPMENT	1,500	1,500	3,000	100.00
Totals for dept 253 - COUNTY TREASURER		189,227	207,927	317,207	67.63
Dept 257 - EQUALIZATION DEPARTMENT					
101-257-702.00	WAGES	150,153	150,153	141,000	(6.10)
101-257-716.00	PAYMENT IN LIEU OF MED INSURANCES				
101-257-717.00	MEDICAL/DENTAL/VISION INSURANCE			34,500	
101-257-717.02	HRA REIMBURSEMENT			5,000	
101-257-718.00	SHORT/LONG TERM DISABILITY			950	
101-257-719.00	MEDICARE			2,200	
101-257-723.00	OVERTIME	1,600	1,600	600	(62.50)
101-257-724.00	RETIREMENT - COUNTY SHARE			13,300	
101-257-725.01	F.I.C.A. - SOCIAL SECURITY			9,000	
101-257-725.04	UNEMPLOYMENT INS			137	
101-257-725.06	LIFE INSURANCE			130	
101-257-725.07	CONTRACTED SERVICES INSURANCES			150	
101-257-725.08	WORKER'S COMP INSURANCE			775	
101-257-727.00	OFFICE SUPPLIES	635	635	3,035	377.95
101-257-800.00	CONTRACTED SERVICES	250	15,250	33,750	13,400.00
101-257-860.00	TRAVEL	2,200	2,200	4,500	104.55
101-257-900.00	PRINTING & PUBLISHING	550	710	750	36.36
101-257-955.00	DUES & REGISTRATIONS	900	900	910	1.11
101-257-961.00	TRAINING & SCHOOLS	1,100	1,100	1,500	36.36
101-257-963.00	COMPUTER SUPPORT	7,500	7,500	5,000	(33.33)
101-257-967.00	PROJECT EXPENSES - AERIALS	5,000	4,840	1,000	(80.00)
101-257-970.00	EQUIPMENT	1,450	1,450	1,450	
Totals for dept 257 - EQUALIZATION DEPARTMENT		171,338	186,338	259,637	51.53
Dept 262 - ELECTIONS					
101-262-721.00	PER DIEM	900	2,720	3,000	233.33
101-262-727.00	OFFICE SUPPLIES - BALLOTS	11,000	10,804	31,500	186.36
101-262-860.00	TRAVEL	150	900	1,000	566.67
101-262-905.00	PRINTING & PUBLISHING - SUPPLY KIT	2,500	2,696	15,000	500.00
101-262-930.00	EQUIPMENT REPAIR	10,625	10,625	10,625	
101-262-963.00	COMPUTER SUPPORT	10,625	8,055		(100.00)

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
APPROPRIATIONS					
Dept 262 - ELECTIONS					
Totals for dept 262 - ELECTIONS		35,800	35,800	61,125	70.74
Dept 265 - BUILDING & GROUNDS					
101-265-702.00	WAGES	42,390	42,390	46,000	8.52
101-265-716.00	PAYMENT IN LIEU OF MED INSURANCES			6,000	
101-265-717.00	MEDICAL/DENTAL/VISION INSURANCE			1,675	
101-265-717.02	HRA REIMBURSEMENT			300	
101-265-718.00	SHORT/LONG TERM DISABILITY			700	
101-265-719.00	MEDICARE			2,500	
101-265-723.00	OVERTIME	2,500	1,583	51,000	
101-265-724.00	RETIREMENT - COUNTY SHARE			3,000	
101-265-725.01	F.I.C.A. - SOCIAL SECURITY			45	
101-265-725.04	UNEMPLOYMENT INS			45	
101-265-725.06	LIFE INSURANCE			50	
101-265-725.07	CONTRACTED SERVICES INSURANCES			1,800	
101-265-725.08	WORKER'S COMP INSURANCE			1,500	
101-265-748.00	GAS, OIL & GREASE	1,500	1,500	1,500	
101-265-749.00	VEHICLE REPAIRS	1,000	1,000	1,500	50.00
101-265-750.00	MAINTENANCE SUPPLIES	15,000	15,741	15,000	
101-265-751.00	UNIFORMS	150	150	150	
101-265-800.00	CONTRACTED SERVICES	76,000	75,476	76,000	
101-265-820.00	SNOW REMOVAL	4,200	2,200	4,000	(4.76)
101-265-821.00	GARBAGE DISPOSAL	3,100	3,491	3,900	25.81
101-265-850.00	TELEPHONE	6,500	8,541	600	(90.77)
101-265-853.00	CELL PHONES	1,500	1,500	550	(63.33)
101-265-922.00	WATER & SEWER	10,000	6,272	15,000	50.00
101-265-923.00	FUEL - NATURAL GAS	14,800	14,800	15,000	1.35
101-265-924.00	ELECTRIC	75,000	74,700	75,000	
101-265-930.00	EQUIPMENT REPAIR	5,000	6,093	5,000	
101-265-935.00	BUILDING REPAIRS	32,000	35,404	35,000	9.38
101-265-939.00	CAPITAL IMPROVEMENTS				
101-265-970.00	EQUIPMENT	500	300	500	
Totals for dept 265 - BUILDING & GROUNDS		291,140	291,141	361,815	24.28
Dept 266 - LEGAL & CONTRACTED SERVICES					
101-266-800.00	CONTRACTED SERVICES ECONOMIC DEV I	10,000	10,000		(100.00)
101-266-810.00	LEGAL FEES	110,000	110,000	57,000	(48.18)
101-266-815.00	AUDITORS	34,000	34,000	40,000	17.65
101-266-815.10	MGT - COST ALLOCATION PLAN	7,300	7,300	7,800	6.85
101-266-815.20	ADMINISTRATION FEES - MANISTEE	14,050	14,050	14,050	
Totals for dept 266 - LEGAL & CONTRACTED SERVICES		175,350	175,350	118,850	(32.22)
Dept 272 - PLAT BOARD					
101-272-721.00	PER DIEM				
Totals for dept 272 - PLAT BOARD					
Dept 283 - CIRCUIT COURT					
101-283-702.00	WAGES	114,090	114,090	125,000	9.56
101-283-716.00	PAYMENT IN LIEU OF MED INSURANCES				
101-283-717.00	MEDICAL/DENTAL/VISION INSURANCE				
101-283-717.02	HRA REIMBURSEMENT				
101-283-718.00	SHORT/LONG TERM DISABILITY				
101-283-719.00	MEDICARE				
101-283-724.00	RETIREMENT - COUNTY SHARE				
101-283-725.00	COST OF FRINGE BENEFITS - TO MANIS	65,405	65,405	75,000	14.67
101-283-725.01	F.I.C.A. - SOCIAL SECURITY				
101-283-725.04	UNEMPLOYMENT INS				
101-283-725.06	LIFE INSURANCE				
101-283-725.07	CONTRACTED SERVICES INSURANCES				
101-283-725.08	WORKER'S COMP INSURANCE				
101-283-727.00	OFFICE SUPPLIES	1,800	1,800	1,800	
101-283-730.00	POSTAGE	1,000	1,000		(100.00)
101-283-800.00	CONTRACTED SVCS - THINKING MATTERS	4,000	4,000	4,000	
101-283-801.00	CONTRACTED SERVICES-DRUG COURT (E)				
101-283-802.00	TRANSCRIPTS	15,000	15,000	15,000	
101-283-804.00	RECORDING SERVICES	2,500	2,642	2,500	
101-283-807.00	JURY FEES	8,000	8,000	8,000	
101-283-808.00	WITNESS FEES	2,000	1,858	2,000	
101-283-810.00	LEGAL FEES - COURT APPOINTED ATTY'S	83,000	79,423	83,000	
101-283-811.00	INTERPRETER FEES	1,000	1,000	1,000	
101-283-812.00	APPEALS COURT - LEGAL FEES	20,000	20,000	20,000	
101-283-813.00	PROBATION EXPENSES	1,800	1,800	1,800	
101-283-816.00	SPECIAL JUDGE	1,500	1,500	1,500	
101-283-850.00	TELEPHONE/FAX/CELLULAR	200	200	200	
101-283-860.00	TRAVEL	6,000	6,000	6,500	8.33
101-283-865.00	PRISONER TRANSFER	1,500	5,077	5,000	233.33
101-283-930.00	EQUIPMENT REPAIR	500	500	500	

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
APPROPRIATIONS					
Dept 283 - CIRCUIT COURT					
101-283-955.00	CONVENTIONS & DUES	1,500	1,500	1,500	
101-283-962.00	JIS RELATED COSTS	8,097	8,097	8,684	7.25
101-283-963.00	COMPUTER SUPPORT	1,500	1,500	1,500	
101-283-967.00	PROJECT EXPENSES - DRUG COURT GRAM	28,000	28,000	45,000	60.71
101-283-967.02	PROJECT EXPENSES - DOJ GRANT CESF				
101-283-970.00	EQUIPMENT	4,500	4,500	4,500	
Totals for dept 283 - CIRCUIT COURT		372,892	372,892	413,984	11.02
Dept 286 - DISTRICT COURT					
101-286-702.00	WAGES	428,419	428,419	473,000	10.41
101-286-716.00	PAYMENT IN LIEU OF MED INSURANCES			3,700	
101-286-717.00	MEDICAL/DENTAL/VISION INSURANCE			80,000	
101-286-717.02	HRA REIMBURSEMENT			8,300	
101-286-718.00	SHORT/LONG TERM DISABILITY			1,950	
101-286-719.00	MEDICARE			6,900	
101-286-721.00	PER DIEM / SET ASIDE GRANT		8,564	8,564	
101-286-724.00	RETIREMENT - COUNTY SHARE			55,500	
101-286-725.01	F.I.C.A. - SOCIAL SECURITY			30,000	
101-286-725.04	UNEMPLOYMENT INS			320	
101-286-725.06	LIFE INSURANCE			300	
101-286-725.07	CONTRACTED SERVICES INSURANCES			400	
101-286-725.08	WORKER'S COMP INSURANCE			950	
101-286-727.00	OFFICE SUPPLIES	10,000	8,964	10,000	
101-286-800.00	CONTRACTED SERVICES				
101-286-801.00	CONTRACTED SERVICES-SOBRIETY				
101-286-802.00	TRANSCRIPTS	1,500	1,500	1,500	
101-286-804.00	RECORDING SERVICES	500			(100.00)
101-286-805.00	DISTRICT CT APPOINTED ATTORNEY				
101-286-805.10	PROBATE CT APPOINTED ATTORNEY	15,000	15,000	15,000	
101-286-806.00	SCREENING FEES	2,500	2,500	2,500	
101-286-807.00	JURY FEES	12,000	12,000	12,000	
101-286-808.00	WITNESS FEES	200		200	
101-286-809.00	GUARDIAN AD LITEM	200		200	
101-286-811.00	INTERPRETER FEES	1,500	1,500	1,500	
101-286-830.10	SERVICE CONTRACT	6,250	7,286	6,250	
101-286-853.00	CELLULAR PHONES	3,000	3,000	3,000	
101-286-860.00	TRAVEL	1,000	1,680	1,500	50.00
101-286-900.00	PRINTING & PUBLISHING	2,000	2,000	3,000	50.00
101-286-955.00	DUES & REGISTRATIONS	4,000	3,020	4,000	
101-286-956.10	MENTAL EXAMINATIONS	200	200	200	
101-286-956.20	EXAMINATIONS-DEV DISABLED	2,500	4,824	5,000	100.00
101-286-962.10	LIEN SERVICE	1,000	700	1,000	
101-286-962.20	JIS RELATED COSTS	25,000	24,176	25,000	
101-286-963.00	COMPUTER SUPPORT	800	800	800	
101-286-970.00	EQUIPMENT	6,000	6,000	6,000	
Totals for dept 286 - DISTRICT COURT		523,569	532,133	768,534	46.79
Dept 289 - FRIEND OF THE COURT					
101-289-850.00	TELEPHONE	200	200	200	
101-289-964.10	REIMBURSEMENT TO MANISTEE	140,000	140,000	145,000	3.57
Totals for dept 289 - FRIEND OF THE COURT		140,200	140,200	145,200	3.57
Dept 292 - LAW LIBRARY					
101-292-702.00	WAGES				
Totals for dept 292 - LAW LIBRARY					
Dept 296 - PROSECUTING ATTORNEY					
101-296-702.00	WAGES	314,170	314,170	368,000	17.13
101-296-716.00	PAYMENT IN LIEU OF MED INSURANCES				
101-296-717.00	MEDICAL/DENTAL/VISION INSURANCE			56,500	
101-296-717.02	HRA REIMBURSEMENT			8,300	
101-296-718.00	SHORT/LONG TERM DISABILITY			1,375	
101-296-719.00	MEDICARE			5,400	
101-296-723.00	OVERTIME				
101-296-724.00	RETIREMENT - COUNTY SHARE			44,500	
101-296-725.01	F.I.C.A. - SOCIAL SECURITY			23,000	
101-296-725.04	UNEMPLOYMENT INS			275	
101-296-725.06	LIFE INSURANCE			150	
101-296-725.07	CONTRACTED SERVICES INSURANCES			100	
101-296-725.08	WORKER'S COMP INSURANCE			900	
101-296-727.00	OFFICE SUPPLIES	3,500	3,500	5,000	42.86
101-296-800.00	CONTRACTED SERVICES				
101-296-808.00	WITNESS FEES	5,000	5,000	7,500	50.00
101-296-814.00	DIRECT VICTIMS NEEDS - EXPENSES	1,700	1,700	1,700	
101-296-853.00	CELLULAR PHONES	1,680	1,680	1,680	
101-296-860.00	TRAVEL	500	500	500	
101-296-860.01	TRAVEL (VA)	250	250	250	



GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
APPROPRIATIONS					
Dept 296 - PROSECUTING ATTORNEY					
101-296-865.00	PRISONER TRANSFER	1,000	1,000	3,500	250.00
101-296-901.00	RESOURCE MATERIALS	5,000	5,000	5,000	
101-296-955.00	DUES & REGISTRATIONS	6,000	6,000	6,000	
101-296-961.01	TRAINING & CONFERENCES (VA)	350	350		(100.00)
101-296-963.00	COMPUTER SUPPORT				
101-296-970.00	EQUIPMENT			960	
Totals for dept 296 - PROSECUTING ATTORNEY		339,150	339,150	540,590	59.40
Dept 301 - SHERIFF					
101-301-702.00	WAGES	857,440	857,440	991,000	15.58
101-301-716.00	PAYMENT IN LIEU OF MED INSURANCES			7,850	
101-301-717.00	MEDICAL/DENTAL/VISION INSURANCE			214,000	
101-301-717.02	HRA REIMBURSEMENT			25,000	
101-301-718.00	SHORT/LONG TERM DISABILITY			5,700	
101-301-719.00	MEDICARE			15,000	
101-301-723.00	OVERTIME - SCHEDULED	53,901	53,901	60,000	11.32
101-301-724.00	RETIREMENT - COUNTY SHARE			225,000	
101-301-725.01	F.I.C.A. - SOCIAL SECURITY			62,000	
101-301-725.04	UNEMPLOYMENT INS			775	
101-301-725.06	LIFE INSURANCE			720	
101-301-725.07	CONTRACTED SERVICES INSURANCES			1,350	
101-301-725.08	WORKER'S COMP INSURANCE			22,550	
101-301-727.00	OFFICE SUPPLIES	5,300	5,300	5,300	
101-301-729.00	PHOTOS AND SUPPLIES	500	500	500	
101-301-748.00	GAS, OIL & GREASE	86,655	85,014	76,655	(11.54)
101-301-749.00	VEHICLE REPAIRS	25,000	26,350	20,000	(20.00)
101-301-751.00	UNIFORMS	8,400	8,243	6,000	(28.57)
101-301-752.10	DRY CLEANERS	500	658	500	
101-301-800.00	CONTRACTED SERVICES	16,180	16,180	17,000	5.07
101-301-835.10	BLOOD RESTITUTIONS	200	750	1,225	512.50
101-301-850.00	TELEPHONE	240	240	240	
101-301-853.00	CELLULAR PHONES-ROAD PATROL	7,600	7,891	8,604	13.21
101-301-855.00	RADIO MAINTENANCE/EQUIPMENT	2,000	2,000	2,500	25.00
101-301-865.00	PRISONER TRANSFER				
101-301-940.00	LEASED PATROL & SHERIFF VEHICLES				
101-301-955.00	CONVENTIONS & DUES	2,200	2,200	2,200	
101-301-956.00	EMPLOYEE PHYSICALS	1,160	1,370	3,900	236.21
101-301-961.00	TRAINING & SCHOOLS	14,500	14,500	17,500	20.69
101-301-961.02	TRAINING & SCHOOLS - RESERVES				
101-301-962.10	LEAMS				
101-301-963.00	COMPUTER SUPPORT	8,454	11,216	12,000	41.94
101-301-967.02	PROJECT EXPENSES - DOJ GRANT				
101-301-970.00	EQUIPMENT	27,500	26,740	23,835	(13.33)
101-301-970.01	CAPITAL OUTLAY - COPIERS				
101-301-970.08	EQUIPMENT-PHYSICAL TRAINING	1,000	1,000	1,000	
101-301-978.00	RADIO EQUIPMENT - PATROL CARS	1,000	1,000	11,300	1,030.00
101-301-980.00	VEHICLE EQUIPMENT				
Totals for dept 301 - SHERIFF		1,119,730	1,122,493	1,841,204	64.43
Dept 305 - MMOG MEDICAL MARIJUANA OP/OVERSIGHT GRNT					
101-305-970.00	EQUIPMENT				
Totals for dept 305 - MMOG MEDICAL MARIJUANA OP/OVE					
Dept 333 - SECONDARY ROAD PATROL					
101-333-702.00	WAGES	55,840	55,840	60,000	7.45
101-333-716.00	PAYMENT IN LIEU OF MED INSURANCES				
101-333-717.00	MEDICAL/DENTAL/VISION INSURANCE			18,100	
101-333-717.02	HRA REIMBURSEMENT			1,700	
101-333-718.00	SHORT/LONG TERM DISABILITY			400	
101-333-719.00	MEDICARE			900	
101-333-723.00	OVERTIME	4,080	4,080	2,000	(50.98)
101-333-724.00	RETIREMENT - COUNTY SHARE			4,500	
101-333-725.00	FRINGE BENEFITS		27,785		
101-333-725.01	F.I.C.A. - SOCIAL SECURITY			3,800	
101-333-725.04	UNEMPLOYMENT INS			45	
101-333-725.06	LIFE INSURANCE			50	
101-333-725.07	CONTRACTED SERVICES INSURANCES			110	
101-333-725.08	WORKER'S COMP INSURANCE			3,010	
101-333-727.00	OFFICE SUPPLIES	100	100	100	
101-333-748.00	GAS, OIL & GREASE	7,450	7,450	7,450	
101-333-749.00	VEHICLE REPAIRS	500	500	1,500	200.00
101-333-751.00	UNIFORMS	600	366	600	
101-333-961.00	TRAINING & SCHOOLS	500	734	750	50.00
101-333-970.00	EQUIPMENT	600	600	600	
Totals for dept 333 - SECONDARY ROAD PATROL		69,670	97,455	105,615	51.59
Dept 334 - ZERO TOLERANCE, BAILIFF					

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
APPROPRIATIONS					
Dept 334 - ZERO TOLERANCE, BAILIFF					
101-334-702.00	WAGES	48,449	48,449	34,000	(29.82)
101-334-716.00	PAYMENT IN LIEU OF MED INSURANCES				
101-334-717.00	MEDICAL/DENTAL/VISION INSURANCE				
101-334-717.02	HRA REIMBURSEMENT				
101-334-718.00	SHORT/LONG TERM DISABILITY				
101-334-719.00	MEDICARE				
101-334-723.00	OVERTIME	4,538	4,538	500	(88.98)
101-334-724.00	RETIREMENT - COUNTY SHARE				
101-334-725.01	F.I.C.A. - SOCIAL SECURITY				
101-334-725.04	UNEMPLOYMENT INS				
101-334-725.06	LIFE INSURANCE				
101-334-725.07	CONTRACTED SERVICES INSURANCES				
101-334-725.08	WORKER'S COMP INSURANCE				
101-334-727.00	OFFICE SUPPLIES				
101-334-729.10	SUPPLIES - CHEMICAL	500	500	500	
101-334-749.00	VEHICLE REPAIRS				
101-334-751.00	UNIFORMS	600	600	5,000	733.33
101-334-900.00	PRINTING & PUBLISHING			18,000	
101-334-955.00	DUES & REGISTRATIONS				
101-334-961.00	TRAINING & SCHOOLS	500	500	2,000	300.00
Totals for dept 334 - ZERO TOLERANCE, BAILIFF		54,587	54,587	60,000	9.92
Dept 426 - EMERGENCY MANAGEMENT					
101-426-702.00	WAGES	61,065	61,065	65,000	6.44
101-426-716.00	PAYMENT IN LIEU OF MED INSURANCES				
101-426-717.00	MEDICAL/DENTAL/VISION INSURANCE			14,500	
101-426-717.02	HRA REIMBURSEMENT			1,700	
101-426-718.00	SHORT/LONG TERM DISABILITY			500	
101-426-719.00	MEDICARE			950	
101-426-724.00	RETIREMENT - COUNTY SHARE			15,000	
101-426-725.00	FRINGE BENEFITS		19,446		
101-426-725.01	F.I.C.A. - SOCIAL SECURITY			4,000	
101-426-725.04	UNEMPLOYMENT INS			45	
101-426-725.06	LIFE INSURANCE			50	
101-426-725.07	CONTRACTED SERVICES INSURANCES			25	
101-426-725.08	WORKER'S COMP INSURANCE			650	
101-426-727.00	OFFICE SUPPLIES	2,000	1,514	2,000	
101-426-748.00	GAS, OIL & GREASE	400	400	400	
101-426-749.00	VEHICLE REPAIRS	600	600	600	
101-426-838.00	RIGHT TO KNOW	413	413	413	
101-426-850.00	TELEPHONE	440	440	480	9.09
101-426-855.00	RADIO MAINTENANCE/EQUIPMENT	600	600	500	(16.67)
101-426-860.00	TRAVEL	2,000	2,000	2,000	
101-426-957.00	MISCELLANEOUS	1,000	1,000	900	(10.00)
101-426-961.00	TRAINING & SCHOOLS	4,500	4,500	2,000	(55.56)
101-426-963.00	COMPUTER SUPPORT				
101-426-967.00	PROJECT EXPENSES	1,050	1,536	1,050	
101-426-967.01	PROJECT EXPENSES - NAT HAZ MITIG (	11,000	11,000	3,100	(71.82)
101-426-969.00	COUNTY DISASTER	200	200	200	
101-426-970.00	EQUIPMENT	2,000	2,000	2,000	
Totals for dept 426 - EMERGENCY MANAGEMENT		87,268	106,714	118,063	35.29
Dept 442 - DRAIN COMMISSION					
101-442-702.00	WAGES	2,400	2,400	2,400	
101-442-716.00	PAYMENT IN LIEU OF MED INSURANCES				
101-442-717.00	MEDICAL/DENTAL/VISION INSURANCE				
101-442-717.02	HRA REIMBURSEMENT				
101-442-718.00	SHORT/LONG TERM DISABILITY				
101-442-719.00	MEDICARE			40	
101-442-724.00	RETIREMENT - COUNTY SHARE				
101-442-725.01	F.I.C.A. - SOCIAL SECURITY			150	
101-442-725.04	UNEMPLOYMENT INS			45	
101-442-725.06	LIFE INSURANCE				
101-442-725.07	CONTRACTED SERVICES INSURANCES				
101-442-725.08	WORKER'S COMP INSURANCE			50	
101-442-800.00	CONTRACTED SERVICES	3,500	3,500	1,500	(57.14)
101-442-818.00	FILING FEES				
101-442-819.00	CONTRACT SERVICE - LAKE LEVELS	4,000	4,000	3,000	(25.00)
101-442-860.00	TRAVEL	1,000	1,000	500	(50.00)
101-442-900.00	PRINTING & PUBLISHING				
101-442-900.20	PUBLICATIONS				
101-442-935.10	DAM REPAIRS	2,000	2,000	2,000	
101-442-955.00	CONVENTIONS & DUES			500	
101-442-961.00	TRAINING & SCHOOLS	400	400	400	
101-442-970.00	EQUIPMENT				
Totals for dept 442 - DRAIN COMMISSION		13,300	13,300	10,585	(20.41)

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
APPROPRIATIONS					
Dept 601 - HEALTH DEPARTMENT					
101-601-836.00	APPROPRIATIONS	255,248	255,248	255,248	
101-601-885.00	CIGARETTE TAX				
101-601-886.00	CONTAGIOUS DISEASES	1,000	1,000	1,000	
101-601-967.00	PROJECT EXPENSES				
Totals for dept 601 - HEALTH DEPARTMENT		256,248	256,248	256,248	
Dept 648 - MEDICAL EXAMINER					
101-648-800.00	CONTRACTED SERVICES	22,500	22,500	24,000	6.67
101-648-835.00	LAB FEES	11,500	11,500	14,000	21.74
101-648-835.60	FORENSIC AUTOPSIES	17,250	17,250	22,500	30.43
101-648-837.10	INVESTIGATIONS	550	550	550	
101-648-861.00	BURIAL TRANSITS	12,150	12,150	15,000	23.46
101-648-970.00	EQUIPMENT	6,050	13,590	12,000	98.35
Totals for dept 648 - MEDICAL EXAMINER		70,000	77,540	88,050	25.79
Dept 649 - MENTAL HEALTH					
101-649-800.00	CONTRACTED SERVICES	62,224	62,224	62,224	
101-649-836.00	APPROPRIATIONS	114,415	114,415	116,781	2.07
Totals for dept 649 - MENTAL HEALTH		176,639	176,639	179,005	1.34
Dept 662 - JUVENILE DIVISION					
101-662-702.00	WAGES	27,317	27,317	27,317	
101-662-725.00	COST OF FRINGE BENEFITS - TO MANI				
101-662-727.00	OFFICE SUPPLIES	1,300	1,300	1,300	
101-662-800.00	CONTRACTED SERVICES - DRUG COURT				
101-662-802.00	TRANSCRIPTS	300	300	300	
101-662-804.00	RECORDING SERVICES	16,000	16,000	16,000	
101-662-808.00	WITNESS FEES				
101-662-840.20	ADOPTIONS				
101-662-860.00	TRAVEL	4,000	4,000	1,500	(62.50)
101-662-860.04	TRAVEL - TRANSPORTERS				
101-662-900.00	PRINTING & PUBLISHING	400	400	400	
101-662-930.00	EQUIPMENT REPAIR				
101-662-955.00	DUES & REGISTRATIONS			250	
101-662-957.40	NON REIMBURSABLE EXPENSES	8,000	8,000	1,000	(87.50)
101-662-961.00	TRAINING & SCHOOLS			4,000	
101-662-962.00	JIS RELATED COSTS	6,000	6,000	6,000	
101-662-963.00	COMPUTER SUPPORT				
101-662-970.00	EQUIPMENT	500	500	500	
Totals for dept 662 - JUVENILE DIVISION		63,817	63,817	58,567	(8.23)
Dept 670 - DHHS BOARD					
101-670-721.00	PER DIEM - DHHS BOARD	1,600	1,600	1,600	
101-670-780.00	COUNTY ADULT HOSPITALIZATION				
101-670-836.00	HUMAN SERVICES APPROPRIATIONS				
101-670-860.00	TRAVEL - DHHS BOARD	450	450	200	(55.56)
101-670-955.00	DUES & REGISTRATIONS - DHHS BOARD				
101-670-957.00	MISCELLANEOUS				
101-670-961.00	TRAINING & SCHOOLS - DHHS BOARD				
Totals for dept 670 - DHHS BOARD		2,050	2,050	1,800	(12.20)
Dept 684 - INTERGOVERNMENTAL					
101-684-883.00	NETWORKS NORTHWEST	3,125	3,125	3,125	
101-684-885.00	LIQUOR TAX - NO MI REG ENTITY	52,000	52,000	52,000	
Totals for dept 684 - INTERGOVERNMENTAL		55,125	55,125	55,125	
Dept 686 - TAX TRIBUNAL/BOR REFUNDS ORDERED					
101-686-964.00	REFUNDS & REBATES	2,500	2,500	2,500	
Totals for dept 686 - TAX TRIBUNAL/BOR REFUNDS ORDE		2,500	2,500	2,500	
Dept 710 - MSU EXTENSION					
101-710-702.00	WAGES	12,597	12,597		(100.00)
101-710-727.00	OFFICE SUPPLIES	75	75	75	
101-710-730.00	POSTAGE	40	40	40	
101-710-800.00	CONTRACTED SERVICES	44,381	44,381	59,212	33.42
101-710-850.00	TELEPHONE				
101-710-860.00	TRAVEL				
101-710-900.00	PRINTING & PUBLISHING		33	50	
101-710-901.00	RESOURCE MATERIALS				
101-710-955.00	DUES & REGISTRATIONS				
101-710-963.00	COMPUTER SUPPORT				
101-710-970.00	EQUIPMENT				
Totals for dept 710 - MSU EXTENSION		57,093	57,126	59,377	4.00
Dept 711 - REGISTER OF DEEDS					
101-711-702.00	WAGES	143,757	143,757	161,500	12.34
101-711-716.00	PAYMENT IN LIEU OF MED INSURANCES				

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
APPROPRIATIONS					
Dept 711 - REGISTER OF DEEDS					
101-711-717.00	MEDICAL/DENTAL/VISION INSURANCE			33,000	
101-711-717.02	HRA REIMBURSEMENT			5,000	
101-711-718.00	SHORT/LONG TERM DISABILITY			375	
101-711-719.00	MEDICARE			2,400	
101-711-723.00	OVERTIME	500	500	500	
101-711-724.00	RETIREMENT - COUNTY SHARE			30,100	
101-711-725.01	F.I.C.A. - SOCIAL SECURITY			10,000	
101-711-725.04	UNEMPLOYMENT INS			137	
101-711-725.06	LIFE INSURANCE			100	
101-711-725.07	CONTRACTED SERVICES INSURANCES			150	
101-711-725.08	WORKER'S COMP INSURANCE			650	
101-711-727.00	OFFICE SUPPLIES	1,500	1,500	1,500	
101-711-800.00	CONTRACTED SERVICES - LAREDO	17,000	17,000	20,000	17.65
101-711-830.10	SERVICE CONTRACT	560	560	560	
101-711-860.00	TRAVEL	1,000	1,000	1,000	
101-711-900.00	PRINTING & PUBLISHING	500	500	500	
101-711-955.00	DUES & REGISTRATIONS	2,500	2,500	2,500	
101-711-957.10	RECORD STORAGE	2,000	2,000	2,500	25.00
101-711-961.00	TRAINING & SCHOOLS			1,500	
101-711-963.00	COMPUTER SUPPORT				
101-711-970.00	EQUIPMENT				
Totals for dept 711 - REGISTER OF DEEDS		169,317	169,317	273,972	61.81
Dept 713 - SURVEYOR					
101-713-702.00	WAGES	1,200	1,200	1,200	
101-713-719.00	MEDICARE			50	
101-713-725.01	F.I.C.A. - SOCIAL SECURITY			75	
101-713-860.00	TRAVEL	400	400	400	
101-713-955.00	CONVENTIONS & MEETINGS	400	400	400	
Totals for dept 713 - SURVEYOR		2,000	2,000	2,125	6.25
Dept 751 - PARKS & RECREATION DEPARTMENT					
101-751-721.00	PER DIEM	4,000	4,000	4,000	
101-751-727.00	OFFICE SUPPLIES	50	50	50	
101-751-800.00	CONTRACTED SERVICES	10,000	17,300	15,000	50.00
101-751-804.00	RECORDING SERVICES	900	900	900	
101-751-860.00	TRAVEL	800	800	800	
101-751-900.00	PRINTING & PUBLISHING	300	300	150	(50.00)
101-751-955.00	DUES & REGISTRATION	100	100		(100.00)
101-751-957.00	PROJECT EXPENSES - GRANT				
101-751-961.00	TRAINING & SCHOOLS				
101-751-967.00	PROJECT EXP NATURAL AREA ENDOWMENT		71,890		
Totals for dept 751 - PARKS & RECREATION DEPARTMENT		16,150	95,340	20,900	29.41
Dept 966 - TRANSFER OUT					
101-966-995.00	CONTINGENCY	467,074	331,419	517,976	10.90
101-966-995.01	TRANSFER TO 251 (ANIMAL CONTROL)	20,000	20,000		(100.00)
101-966-995.02	TRANSFER TO 425 (AERIALS)				
101-966-995.03	TRANSFER TO 569 (BLDG AUTHORITY)				
101-966-995.04	TRANSFER TO 292 (CHILD CARE)	169,836	169,836	55,276	(67.45)
101-966-995.05	TRANSFER TO 265 (TNT)				
101-966-995.06	TRANSFER TO 244 (EDC)	10,000	10,000		(100.00)
101-966-995.07	TRANSFER TO 269 (LAW LIBRARY)	19,000	19,000	19,000	
101-966-995.08	TRANSFER TO 245 (REMONUMENTATION)				
101-966-995.09	TRANSFER TO 296 (BASIC GRANT)				
101-966-995.10	TRANSFER TO 213 (JAIL OP)				
101-966-995.12	TRANSFER TO 218 (MARINE PATROL)				
101-966-995.13	TRANSFER TO 217 (SNOWMOBILE)				
101-966-995.14	TRANSFER TO 425 (BRYNE GRANT MATCH)				
101-966-995.15	TRANSFER TO 243 (BROWNFIELD)				
101-966-995.16	TRANSFER TO 425 (BODY ARMOR CO MAI)				
101-966-995.17	TRANSFER TO 425 (LAW ENF EXERCISE)			1,000	
101-966-995.20	TRANSFER TO 260 (MIDC)	92,656	92,656	92,656	
101-966-995.21	TRANSFER TO 425 (MASS NOTIFICATION)				
101-966-995.22	TRANSFER TO 230 (BV TRAIL)				
101-966-995.23	TRANSFER TO 401 (CAPITAL IMPROVEME)		300,000	330,000	
101-966-995.24	TRANSFER TO 295 (AIRPORT AUTH)	12,000	12,000	12,000	
101-966-995.25	TRANSFER TO 516 (ANNEX LOAN PMTS)			14,020	
101-966-998.00	earmarked reserve - CONTINGENCY				
Totals for dept 966 - TRANSFER OUT		790,566	954,911	1,041,928	31.80
TOTAL APPROPRIATIONS		7,660,664	8,050,270	8,587,491	12.10
NET OF REVENUES/APPROPRIATIONS - FUND 101			(2)		
BEGINNING FUND BALANCE		2,274,469	2,274,469	2,274,469	
ENDING FUND BALANCE		2,274,469	2,274,467	2,274,469	

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
201-000-539.00	STATE GRANTS	5,000,000	5,000,000	5,000,000	
201-000-604.00	CHARGE FOR SERVICES	2,000,000	2,000,000	2,000,000	
201-000-665.00	INTEREST ON DEPOSITS	5,000	5,000	25,000	400.00
201-000-691.00	BUDGETED USE OF FUND BALANCE				
201-000-699.00	TRANSFER IN - ROAD IMPR MILLAGE	1,300,000	1,300,000	1,642,783	26.37
Totals for dept 000 -		8,305,000	8,305,000	8,667,783	4.37
TOTAL ESTIMATED REVENUES		8,305,000	8,305,000	8,667,783	4.37
APPROPRIATIONS					
Dept 000					
201-000-800.00	CONTRACTED SERVICES	8,305,000	8,305,000	8,667,783	4.37
Totals for dept 000 -		8,305,000	8,305,000	8,667,783	4.37
TOTAL APPROPRIATIONS		8,305,000	8,305,000	8,667,783	4.37
NET OF REVENUES/APPROPRIATIONS - FUND 201					
BEGINNING FUND BALANCE		2,304,550	2,304,550	2,304,550	
ENDING FUND BALANCE		2,304,550	2,304,550	2,304,550	

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BUDGET REPORT FOR BENZIE COUNTY  
Fund: 207 SHERIFF'S RESERVES FUND

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GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
207-000-604.00	CHARGE FOR SERVICES				
207-000-687.00	REFUNDS/REBATES				
207-000-691.00	BUDGETED USE OF FUND BALANCE				
Totals for dept 000 -					
TOTAL ESTIMATED REVENUES					
APPROPRIATIONS					
Dept 000					
207-000-751.00	UNIFORMS				
207-000-957.00	MISCELLANEOUS				
207-000-961.00	TRAINING & SCHOOLS				
207-000-970.00	EQUIPMENT				
Totals for dept 000 -					
TOTAL APPROPRIATIONS					
NET OF REVENUES/APPROPRIATIONS - FUND 207					
BEGINNING FUND BALANCE		12	12	12	
ENDING FUND BALANCE		12	12	12	



GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
213-000-691.00	BUDGETED USE OF FUND BALANCE				
Totals for dept 000 -					
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
213-111-676.10	EMPLOYEE HEALTH INS REIMB	1,943	1,943		(100.00)
213-111-687.00	REFUNDS/REBATES				
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)					
Dept 351 - JAIL - CORRECTIONS					
213-351-402.00	CURRENT REAL PROPERTY TAX	1,921,258	1,921,258	2,079,763	8.25
213-351-412.00	DELINQUENT PERSONAL PROPERTY TAXES	1,000	1,000	1,000	
213-351-423.00	COMMERCIAL FOREST RESERVE	100	100	100	
213-351-423.03	FRANKFORT HOUSING PROJECT PILT	900	900	2,000	122.22
213-351-426.00	FEDERAL GOVERNMT P.I.L.T.	1,600	1,600		(100.00)
213-351-445.00	PENALTIES & INTEREST ON TAXES	80	80	100	25.00
213-351-539.00	STATE GRANTS				
213-351-573.00	LOCAL COMM STABILIZATION TAX SHARE	2,000	2,000	2,000	
213-351-615.12	BAIL/BOND FEES	1,000	1,000	500	(50.00)
213-351-616.00	LAB FEES - DNA SAMPLES	300	300	500	66.67
213-351-632.10	PRISONERS BOARD REIMBURSEMENTS	45,000	118,434	125,000	177.78
213-351-632.20	STATE PRISONERS BOARD REIMBURSEMENT	8,000	8,000	1,000	(87.50)
213-351-632.50	OTHER CONTRACTS - GTB	25,563	32,563	25,563	
213-351-633.00	FINGERPRINT FEES/BACKGROUND CKS	4,000	4,000	5,000	25.00
213-351-687.00	REFUND/REBATES CONVEYING CONVICTS	8,000	65,226		(100.00)
213-351-687.10	REFUND CONVEYING CONVICTS			10,000	
213-351-699.00	TRANSFER IN - GENERAL FUND				
Totals for dept 351 - JAIL - CORRECTIONS					
TOTAL ESTIMATED REVENUES					
APPROPRIATIONS					
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
213-111-716.00	PAYMENT IN LIEU OF MED INSURANCES	3,234	3,234		(100.00)
213-111-717.00	HRA REIMBURSEMENT	181,710	181,710		(100.00)
213-111-718.00	SHORT/LONG TERM DISABILITY	5,400	5,400		(100.00)
213-111-719.00	MEDICARE	14,025	14,025		(100.00)
213-111-724.00	RETIREMENT - COUNTY SHARE	162,095	162,095		(100.00)
213-111-725.01	F.I.C.A. - SOCIAL SECURITY	59,970	59,970		(100.00)
213-111-725.04	UNEMPLOYMENT INS	1,500	1,500		(100.00)
213-111-725.06	LIFE INSURANCE	715	715		(100.00)
213-111-800.00	CONTRACTED SERVICES - CADILLAC INS		500		
213-111-828.00	WORKERS COMP INSURANCE	28,807	28,807		(100.00)
213-111-828.10	LIABILITY & BUILDING INSURANCE	12,500	15,322		(100.00)
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)					
Dept 222 - INSURANCE AND BONDS					
213-222-828.10	LIABILITY & BUILDING INSURANCE			24,000	
213-222-828.30	INSURANCE CLAIMS			2,000	
Totals for dept 222 - INSURANCE AND BONDS					
Dept 265 - BUILDING & GROUNDS					
213-265-702.00	WAGES	40,407	40,407	45,000	11.37
213-265-716.00	PAYMENT IN LIEU OF MED INSURANCES			3,650	
213-265-717.00	MEDICAL/DENTAL/VISION INSURANCE				
213-265-717.02	HRA REIMBURSEMENT				
213-265-718.00	SHORT/LONG TERM DISABILITY			300	
213-265-719.00	MEDICARE			700	
213-265-723.00	OVERTIME	500	500	500	
213-265-724.00	RETIREMENT - COUNTY SHARE			4,500	
213-265-725.01	F.I.C.A. - SOCIAL SECURITY			2,800	
213-265-725.04	UNEMPLOYMENT INS			45	
213-265-725.06	LIFE INSURANCE			50	
213-265-725.07	CONTRACTED SERVICES INSURANCES			125	
213-265-725.08	WORKER'S COMP INSURANCE			1,750	
213-265-751.00	UNIFORMS	600	600	450	(25.00)
213-265-782.00	MAINTENANCE SUPPLIES	3,000	3,000	3,500	16.67
213-265-783.00	EQUIP. SERVICES & SUPPLIES	11,875	12,813	15,000	26.32
213-265-784.00	GARBAGE PICK-UP	1,258	1,258	1,350	7.31
213-265-820.00	SNOW REMOVAL				
213-265-850.00	TELEPHONE		122		
213-265-853.00	CELLULAR PHONES	2,232	2,365	3,200	43.37
213-265-922.00	WATER & SEWER	11,735	8,435	12,375	5.45
213-265-923.00	FUEL - NATURAL GAS	13,691	12,401	15,120	10.44
213-265-924.00	ELECTRIC	28,883	23,998	26,883	(6.92)
213-265-935.00	JAIL REPAIRS	42,000	48,428	42,800	1.90
Totals for dept 265 - BUILDING & GROUNDS					

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
APPROPRIATIONS					
Dept 351 - JAIL - CORRECTIONS					
213-351-702.00	WAGES	791,545	791,545	838,000	5.87
213-351-716.00	PAYMENT IN LIEU OF MED INSURANCES			1,800	
213-351-717.00	MEDICAL/DENTAL/VISION INSURANCE			172,000	
213-351-717.02	HRA REIMBURSEMENT			53,000	
213-351-718.00	SHORT/LONG TERM DISABILITY			5,100	
213-351-719.00	MEDICARE			13,000	
213-351-723.00	OVERTIME	73,000	93,559	75,190	3.00
213-351-723.50	SHIFT PREMIUM	7,000	7,000	6,000	(14.29)
213-351-724.00	RETIREMENT - COUNTY SHARE			118,000	
213-351-725.01	F.I.C.A. - SOCIAL SECURITY			52,500	
213-351-725.04	UNEMPLOYMENT INS			728	
213-351-725.06	LIFE INSURANCE			700	
213-351-725.07	CONTRACTED SERVICES INSURANCES			1,000	
213-351-725.08	WORKER'S COMP INSURANCE			21,500	
213-351-727.00	OFFICE SUPPLIES	6,000	6,000	6,000	
213-351-740.00	FOOD SUPPLIES	102,000	108,268	125,000	22.55
213-351-742.00	KITCHEN SUPPLIES	500	500	500	
213-351-748.00	GAS, OIL & GREASE	5,100	4,832	5,100	
213-351-749.00	VEHICLE REPAIRS	9,000	3,000	7,500	(16.67)
213-351-751.00	UNIFORMS	9,000	8,772	9,000	
213-351-752.00	PRISONERS LAUNDRY	500	500	500	
213-351-752.10	DRY CLEANERS	1,000	1,228	1,000	
213-351-800.00	CONTRACTED SERVICES	23,900	23,900	32,500	35.98
213-351-810.00	LEGAL FEES			15,600	
213-351-818.00	FILING FEES	2,000	2,000	1,000	(50.00)
213-351-828.30	INSURANCE SETTLEMENT CLAIMS	10,000	6,678		(100.00)
213-351-834.00	PRISONER MEDICAL	207,761	205,320	230,000	10.70
213-351-855.00	RADIO EQUIPMENT	2,500	2,500	2,500	
213-351-860.00	TRAVEL	250	250	100	(60.00)
213-351-865.00	PRISONER TRANSFER	750	750	750	
213-351-940.20	EQUIPMENT LEASE - COPIER	5,600	5,600	5,600	
213-351-955.00	DUES & REGISTRATIONS	200	200	200	
213-351-956.00	EMPLOYEE PHYSICALS	5,000	3,000	5,000	
213-351-961.00	TRAINING & SCHOOLS	21,000	23,000	23,000	9.52
213-351-961.04	PRISONERS SCHOOLING	9,000	5,000	10,000	11.11
213-351-963.00	COMPUTER SUPPORT	10,900	10,900	14,400	32.11
213-351-970.00	EQUIPMENT	13,533	138,930	14,000	3.45
213-351-978.02	RADIO MAINTENANCE			500	
213-351-980.01	BIO-HAZARDS EQUIPMENT	9,500	9,500	7,500	(21.05)
Totals for dept 351 - JAIL - CORRECTIONS		1,326,539	1,462,732	1,875,768	41.40
Dept 686 - TAX TRIBUNAL/BOR REFUNDS ORDERED					
213-686-964.00	REFUNDS & REBATES				
Totals for dept 686 - TAX TRIBUNAL/BOR REFUNDS ORDE					
Dept 966 - TRANSFER OUT					
213-966-815.30	ADMINISTRATION FEES	66,881	66,881	60,660	(9.30)
213-966-995.00	CONTINGENCY				
213-966-995.01	TRANSFER TO 401 (CAPITAL IMP)			110,000	
213-966-995.17	TRANSFER TO FUND 595 (COMMISSARY)				
Totals for dept 966 - TRANSFER OUT		66,881	66,881	170,660	155.17
TOTAL APPROPRIATIONS		2,019,557	2,157,218	2,252,526	11.54
NET OF REVENUES/APPROPRIATIONS - FUND 213		1,187	1,186		(100.00)
BEGINNING FUND BALANCE		36,937	36,937	36,937	
ENDING FUND BALANCE		38,124	38,123	36,937	(3.11)

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BUDGET REPORT FOR BENZIE COUNTY  
Fund: 214 BENZIE KIDS

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GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
214-000-674.00	CONTRIBUTIONS & DONATIONS	300	300	500	66.67
214-000-691.00	BUDGETED USE OF FUND BALANCE	1,300	1,300	750	(42.31)
214-000-699.00	TRANSFER IN				
Totals for dept 000 -		1,600	1,600	1,250	(21.88)
TOTAL ESTIMATED REVENUES		1,600	1,600	1,250	(21.88)
APPROPRIATIONS					
Dept 000					
214-000-967.00	PROJECT EXPENSES	1,600	1,600	1,250	(21.88)
Totals for dept 000 -		1,600	1,600	1,250	(21.88)
TOTAL APPROPRIATIONS		1,600	1,600	1,250	(21.88)
NET OF REVENUES/APPROPRIATIONS - FUND 214					
BEGINNING FUND BALANCE		5,582	5,582	5,582	
ENDING FUND BALANCE		5,582	5,582	5,582	

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BUDGET REPORT FOR BENZIE COUNTY  
Fund: 215 FRIEND OF THE COURT FUND

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GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
215-000-617.10	BENCH WARRANT PAYMENTS				
215-000-625.00	JUDGEMENT FEES - NON IVD	3,500	3,500	3,500	
215-000-665.00	INTEREST ON DEPOSITS			50	
215-000-670.00	RETRO INCENTIVE PAYMENTS				
215-000-687.00	REFUNDS/REBATES				
215-000-691.00	BUDGETED USE OF FUND BALANCE				
Totals for dept 000 -		3,500	3,500	3,550	1.43
TOTAL ESTIMATED REVENUES		3,500	3,500	3,550	1.43
APPROPRIATIONS					
Dept 000					
215-000-957.00	MISCELLANEOUS			3,550	
Totals for dept 000 -				3,550	
TOTAL APPROPRIATIONS				3,550	
NET OF REVENUES/APPROPRIATIONS - FUND 215		3,500	3,500		(100.00)
BEGINNING FUND BALANCE		92,678	92,678	92,678	
ENDING FUND BALANCE		96,178	96,178	92,678	(3.64)

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
216-000-691.00	BUDGETED USE OF FUND BALANCE	9,500	9,500	1,671	(82.41)
216-000-699.00	TRANSFER IN				
Totals for dept 000 -		9,500	9,500	1,671	(82.41)
Dept 335 - SEASONAL ROAD PATROL					
216-335-585.00	CONTRACTS	27,293	27,293	28,132	3.07
Totals for dept 335 - SEASONAL ROAD PATROL		27,293	27,293	28,132	3.07
TOTAL ESTIMATED REVENUES		36,793	36,793	29,803	(19.00)
APPROPRIATIONS					
Dept 000					
216-000-751.00	UNIFORMS	600			(100.00)
Totals for dept 000 -		600			(100.00)
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
216-111-719.00	MEDICARE	220	220	125	(43.18)
216-111-724.00	RETIREMENT - COUNTY SHARE				
216-111-725.01	F.I.C.A. - SOCIAL SECURITY	975	975	500	(48.72)
216-111-828.00	INSURANCE & BONDS	800	800		(100.00)
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)		1,995	1,995	625	(68.67)
Dept 335 - SEASONAL ROAD PATROL					
216-335-702.00	WAGES	14,672	14,672	15,963	8.80
216-335-716.00	PAYMENT IN LIEU OF MED INSURANCES				
216-335-717.00	MEDICAL/DENTAL/VISION INSURANCE				
216-335-717.02	HRA REIMBURSEMENT				
216-335-718.00	SHORT/LONG TERM DISABILITY				
216-335-719.00	MEDICARE			250	
216-335-723.00	OVERTIME	1,207	3,932	1,250	3.56
216-335-724.00	RETIREMENT - COUNTY SHARE				
216-335-725.01	F.I.C.A. - SOCIAL SECURITY			1,005	
216-335-725.04	UNEMPLOYMENT INS				
216-335-725.06	LIFE INSURANCE				
216-335-725.07	CONTRACTED SERVICES INSURANCES				
216-335-725.08	WORKER'S COMP INSURANCE			300	
216-335-748.00	GAS, OIL & GREASE	3,500	2,000	3,195	(8.71)
216-335-749.00	VEHICLE REPAIRS	1,125	1,125	1,125	
216-335-751.00	UNIFORMS		600		
216-335-957.00	MISCELLANEOUS	500			(100.00)
216-335-970.00	EQUIPMENT	6,289	5,564	6,090	(3.16)
Totals for dept 335 - SEASONAL ROAD PATROL		27,293	27,893	29,178	6.91
TOTAL APPROPRIATIONS		29,888	29,888	29,803	(0.28)
NET OF REVENUES/APPROPRIATIONS - FUND 216		6,905	6,905		(100.00)
BEGINNING FUND BALANCE		42,221	42,221	42,221	
ENDING FUND BALANCE		49,126	49,126	42,221	(14.06)

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
217-000-539.00	STATE GRANTS				
217-000-691.00	BUDGETED USE OF FUND BALANCE			12,999	
217-000-699.00	TRANSFER IN-FUND 101 (GEN FUND)				
Totals for dept 000 -				12,999	
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
217-111-687.00	REFUNDS/REBATES				
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)					
Dept 332 - SNOWMOBILE LAW ENFORCEMENT					
217-332-413.00	AUCTION PROCEEDS				
217-332-539.00	STATE GRANTS	8,000	8,000	4,000	(50.00)
217-332-585.00	TOWNSHIP CONTRACTS				
217-332-674.00	CONTRIBUTIONS & DONATIONS				
217-332-699.03	TRANSFER IN - GEN FUND GRANT MATCH	2,000	2,000	1,000	(50.00)
Totals for dept 332 - SNOWMOBILE LAW ENFORCEMENT		10,000	10,000	5,000	(50.00)
TOTAL ESTIMATED REVENUES		10,000	10,000	17,999	79.99
APPROPRIATIONS					
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
217-111-717.00	MEDICAL INSURANCE				
217-111-719.00	MEDICARE	75	75		(100.00)
217-111-724.00	RETIREMENT - COUNTY SHARE				
217-111-725.01	F.I.C.A. - SOCIAL SECURITY	320	320		(100.00)
217-111-725.04	UNEMPLOYMENT INS SNOWMOBILE				
217-111-828.00	INSURANCE & BONDS	750	750		(100.00)
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)		1,145	1,145		(100.00)
Dept 332 - SNOWMOBILE LAW ENFORCEMENT					
217-332-702.00	WAGES	5,460	5,460	3,300	(39.56)
217-332-716.00	PAYMENT IN LIEU OF MED INSURANCES				
217-332-717.00	MEDICAL/DENTAL/VISION INSURANCE				
217-332-717.02	HRA REIMBURSEMENT				
217-332-718.00	SHORT/LONG TERM DISABILITY				
217-332-719.00	MEDICARE			75	
217-332-724.00	RETIREMENT - COUNTY SHARE				
217-332-725.01	F.I.C.A. - SOCIAL SECURITY			300	
217-332-725.04	UNEMPLOYMENT INS				
217-332-725.06	LIFE INSURANCE				
217-332-748.00	GAS, OIL & GREASE	1,000	1,000	400	(60.00)
217-332-749.00	VEHICLE REPAIRS	750	854	600	(20.00)
217-332-751.00	UNIFORMS	425	420	400	(5.88)
217-332-940.00	LEASED PATROL & SHERIFF VEHICLES				
217-332-970.00	EQUIPMENT	1,220	1,121	12,924	959.34
Totals for dept 332 - SNOWMOBILE LAW ENFORCEMENT		8,855	8,855	17,999	103.26
Dept 966 - TRANSFER OUT					
217-966-995.00	CONTINGENCY				
Totals for dept 966 - TRANSFER OUT					
TOTAL APPROPRIATIONS		10,000	10,000	17,999	79.99
NET OF REVENUES/APPROPRIATIONS - FUND 217					
BEGINNING FUND BALANCE		12,624	12,624	12,624	
ENDING FUND BALANCE		12,624	12,624	12,624	



GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
218-000-413.00	AUCTION PROCEEDS			10,100	
218-000-501.00	FEDERAL GRANTS				
218-000-539.00	STATE GRANTS - MARINE	9,600	9,600		(100.00)
218-000-585.00	LOCAL MATCH				
218-000-638.01	INSPECTION FEES			20	
218-000-674.00	CONTRIBUTIONS & DONATIONS				
218-000-691.00	BUDGETED USE OF FUND BALANCE			4,301	
218-000-699.03	TRANSFER IN - GEN FUND MATCH	3,300	3,300		(100.00)
Totals for dept 000 -		12,900	12,900	14,421	11.79
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
218-111-687.00	REFUNDS/REBATES				
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)					
TOTAL ESTIMATED REVENUES		12,900	12,900	14,421	11.79
APPROPRIATIONS					
Dept 000					
218-000-702.00	WAGES	6,400	6,400	6,600	3.13
218-000-716.00	PAYMENT IN LIEU OF MED INSURANCES				
218-000-717.00	MEDICAL/DENTAL/VISION INSURANCE				
218-000-717.02	HRA REIMBURSEMENT				
218-000-718.00	SHORT/LONG TERM DISABILITY				
218-000-719.00	MEDICARE				
218-000-723.00	OVERTIME	785	785	125	(84.08)
218-000-724.00	RETIREMENT - COUNTY SHARE				
218-000-725.01	F.I.C.A. - SOCIAL SECURITY			250	
218-000-725.04	UNEMPLOYMENT INS				
218-000-725.06	LIFE INSURANCE				
218-000-725.07	CONTRACTED SERVICES INSURANCES				
218-000-725.08	WORKER'S COMP INSURANCE				
218-000-748.00	GAS, OIL & GREASE	1,500	1,500	1,250	(16.67)
218-000-749.00	VEHICLE REPAIRS				
218-000-751.00	UNIFORMS	350	350	200	(42.86)
218-000-930.00	EQUIPMENT REPAIR	1,000	1,000	4,946	394.60
218-000-954.10	RENT	600	600	550	(8.33)
218-000-961.00	TRAINING & SCHOOLS	1,200	1,200	500	(58.33)
218-000-970.00	EQUIPMENT	500	500		(100.00)
Totals for dept 000 -		12,335	12,335	14,421	16.91
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
218-111-719.00	MEDICARE	135	135		(100.00)
218-111-724.00	RETIREMENT - MERS				
218-111-725.01	F.I.C.A. - SOCIAL SECURITY	430	430		(100.00)
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)		565	565		(100.00)
TOTAL APPROPRIATIONS		12,900	12,900	14,421	11.79
NET OF REVENUES/APPROPRIATIONS - FUND 218					
BEGINNING FUND BALANCE		3,927	3,927	3,927	
ENDING FUND BALANCE		3,927	3,927	3,927	

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BUDGET REPORT FOR BENZIE COUNTY  
Fund: 221 BENZIE-LEELANAU DIST HEALTH DEPT FUN

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GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
221-000-604.00	CHARGE FOR SERVICES	4,000,000	4,000,000	4,500,000	12.50
221-000-665.00	INTEREST ON DEPOSITS	2,000	2,000	7,500	275.00
221-000-691.00	BUDGETED USE OF FUND BALANCE				
Totals for dept 000 -		4,002,000	4,002,000	4,507,500	12.63
TOTAL ESTIMATED REVENUES		4,002,000	4,002,000	4,507,500	12.63
APPROPRIATIONS					
Dept 000					
221-000-800.00	CONTRACTED SERVICES	4,002,000	4,002,000	4,507,500	12.63
Totals for dept 000 -		4,002,000	4,002,000	4,507,500	12.63
TOTAL APPROPRIATIONS		4,002,000	4,002,000	4,507,500	12.63
NET OF REVENUES/APPROPRIATIONS - FUND 221					
BEGINNING FUND BALANCE		1,698,548	1,698,548	1,698,548	
ENDING FUND BALANCE		1,698,548	1,698,548	1,698,548	

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
228-000-412.00	DELINQUENT PPT & INTEREST				
228-000-448.00	RECYCLING SURCHARGE	311,500	311,500	311,800	0.10
228-000-448.01	COMMERCIAL - RECYCLING CHARGE	2,000	2,000	2,000	
228-000-539.00	STATE GRANTS	10,000	10,000	70,000	600.00
228-000-580.01	GRANTS - MISC SPECIAL COLLECTIONS	5,000	5,000	10,000	100.00
228-000-674.00	CONTRIBUTIONS ALL	2,000	2,000		(100.00)
228-000-687.00	REFUNDS/REBATES				
228-000-691.00	BUDGETED USE OF FUND BALANCE	23,772	23,772		(100.00)
228-000-699.00	TRANSFER IN - GENERAL FUND				
Totals for dept 000 -		354,272	354,272	393,800	11.16
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
228-111-676.10	EMPLOYEE HEALTH INS REIMB				
228-111-686.00	REIMBURSE GYM MEMBERSHIP				
228-111-687.00	REFUNDS/REBATES				
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)					
TOTAL ESTIMATED REVENUES		354,272	354,272	393,800	11.16
APPROPRIATIONS					
Dept 000					
228-000-702.00	WAGES	46,308	46,308	47,000	1.49
228-000-716.00	PAYMENT IN LIEU OF MED INSURANCES				
228-000-717.00	MEDICAL/DENTAL/VISION INSURANCE			6,000	
228-000-717.02	HRA REIMBURSEMENT			1,700	
228-000-718.00	SHORT/LONG TERM DISABILITY			310	
228-000-719.00	MEDICARE			700	
228-000-721.00	PER DIEM	1,000	1,000	1,000	
228-000-724.00	RETIREMENT - COUNTY SHARE			11,500	
228-000-725.01	F.I.C.A. - SOCIAL SECURITY			3,000	
228-000-725.04	UNEMPLOYMENT INS			45	
228-000-725.06	LIFE INSURANCE			50	
228-000-725.07	CONTRACTED SERVICES INSURANCES			110	
228-000-725.08	WORKER'S COMP INSURANCE			1,500	
228-000-748.00	GAS, OIL & GREASE	5,000	5,000	5,000	
228-000-800.00	CONTRACTED SERVICES	189,150	189,150	190,000	0.45
228-000-810.00	LEGAL FEES	1,150	1,119	1,000	(13.04)
228-000-821.50	HAZARDOUS WASTE	45,000	43,548	35,000	(22.22)
228-000-850.00	TELEPHONE	1,100	1,100	550	(50.00)
228-000-860.00	TRAVEL	250	250	300	20.00
228-000-900.00	PUBLIC RELATIONS-PRINTG/PUBLISHNG	4,000	4,000	4,000	
228-000-930.00	EQUIPMENT REPAIR	1,000	1,000	1,000	
228-000-934.00	OTHER REPAIRS/ MAINTENANCE - SITE	4,500	4,500	4,500	
228-000-955.00	CONVENTIONS & DUES	1,200	1,200	1,000	(16.67)
228-000-957.00	MISCELLANEOUS	2,000	1,009	1,000	(50.00)
228-000-961.00	TRAINING & SCHOOLS				
228-000-963.00	COMPUTER SUPPORT	403	537	1,100	172.95
228-000-967.00	PROJECT EXPENSES - GRANTS	15,000	15,000	15,000	
228-000-970.00	EQUIPMENT	1,500	1,500	2,000	33.33
Totals for dept 000 -		318,561	316,221	334,365	4.96
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
228-111-715.00	RX UTILIZATION PROGRAM				
228-111-717.00	MEDICAL/DENTAL/VISION INSURANCE	4,965	3,905		(100.00)
228-111-717.02	HRA REIMBURSEMENT	300	300		(100.00)
228-111-718.00	SHORT/LONG TERM DISABILITY	280	280		(100.00)
228-111-719.00	MEDICARE	614	614		(100.00)
228-111-724.00	RETIREMENT - COUNTY SHARE	9,569	9,569		(100.00)
228-111-725.01	F.I.C.A. - SOCIAL SECURITY	2,624	2,624		(100.00)
228-111-725.04	UNEMPLOYMENT INS				
228-111-725.06	LIFE INSURANCE	50	50		(100.00)
228-111-800.00	CONTRACTED SRVS - CADILLAC INS		60		
228-111-824.00	GYM MEMBERSHIP				
228-111-828.00	WORKERS COMP INSURANCE	2,450	2,450		(100.00)
228-111-828.10	LIABILITY & BUILDING INSURANCE		3,340		
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)		20,852	23,192		(100.00)
Dept 222 - INSURANCE AND BONDS					
228-222-828.10	LIABILITY & BUILDING INSURANCE			6,800	
228-222-828.30	INSURANCE CLAIMS				
Totals for dept 222 - INSURANCE AND BONDS				6,800	
Dept 686 - TAX TRIBUNAL/BOR REFUNDS ORDERED					
228-686-964.00	REFUNDS & REBATES				
Totals for dept 686 - TAX TRIBUNAL/BOR REFUNDS ORDE					
Dept 966 - TRANSFER OUT					

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BUDGET REPORT FOR BENZIE COUNTY  
Fund: 228 SOLID WASTE/RECYCLING FUND

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GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
APPROPRIATIONS					
Dept 966 - TRANSFER OUT					
228-966-815.30	ADMINISTRATION FEES	14,859	14,859	15,000	0.95
228-966-995.00	CONTINGENCY			37,635	
Totals for dept 966 - TRANSFER OUT		14,859	14,859	52,635	254.23
TOTAL APPROPRIATIONS		354,272	354,272	393,800	11.16
NET OF REVENUES/APPROPRIATIONS - FUND 228					
BEGINNING FUND BALANCE		236,275	236,275	236,275	
ENDING FUND BALANCE		236,275	236,275	236,275	

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
230-000-539.00	STATE GRANTS	9,000	9,000	10,000	11.11
230-000-585.00	LOCAL MATCH				
230-000-674.00	CONTRIBUTIONS & DONATIONS				
230-000-687.00	REFUNDS/REBATES				
230-000-691.00	BUDGETED USE OF FUND BALANCE				
230-000-699.00	TRANSFER IN-FUND 101 (GEN FUND)				
Totals for dept 000 -		9,000	9,000	10,000	11.11
Dept 754 - RECREATION PASSPORT GRANT					
230-754-539.00	STATE GRANTS				
230-754-585.00	LOCAL MATCH				
Totals for dept 754 - RECREATION PASSPORT GRANT					
Dept 755 - MDNR GRANT					
230-755-539.00	STATE GRANTS				
230-755-585.00	LOCAL MATCH				
Totals for dept 755 - MDNR GRANT					
TOTAL ESTIMATED REVENUES		9,000	9,000	10,000	11.11
APPROPRIATIONS					
Dept 000					
230-000-800.00	CONTRACTED SERVICES				
230-000-801.00	CONTRACTED SERVICES				
230-000-957.00	MISCELLANEOUS				
230-000-957.30	LANDSCAPE/TRAIL MAINTENANCE	9,000	9,000	10,000	11.11
230-000-995.09	TRANSFER TO GENERAL FUND (101)				
Totals for dept 000 -		9,000	9,000	10,000	11.11
Dept 754 - RECREATION PASSPORT GRANT					
230-754-800.00	CONTRACTED SVCS - DESIGN/ENGINEER				
230-754-801.00	CONTRACTED SERVICES - CONSTRUCTION				
Totals for dept 754 - RECREATION PASSPORT GRANT					
Dept 755 - MDNR GRANT					
230-755-800.00	CONTRACTED SERVICES - DESIGN/ENGINEER				
230-755-801.00	CONTRACTED SERVICES - CONSTRUCTION				
Totals for dept 755 - MDNR GRANT					
TOTAL APPROPRIATIONS		9,000	9,000	10,000	11.11
NET OF REVENUES/APPROPRIATIONS - FUND 230					
BEGINNING FUND BALANCE		5,478	5,478	5,478	
ENDING FUND BALANCE		5,478	5,478	5,478	

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BUDGET REPORT FOR BENZIE COUNTY  
Fund: 235 CDBG GRANTS

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GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
235-000-691.00	BUDGETED USE OF FUND BALANCE				
Totals for dept 000 -					
Dept 753 - CRYSTAL MOUNTAIN					
235-753-539.00	STATE GRANTS				
235-753-585.00	LOCAL MATCH				
Totals for dept 753 - CRYSTAL MOUNTAIN					
TOTAL ESTIMATED REVENUES					
APPROPRIATIONS					
Dept 753 - CRYSTAL MOUNTAIN					
235-753-967.00	PROJECT EXPENSES				
Totals for dept 753 - CRYSTAL MOUNTAIN					
TOTAL APPROPRIATIONS					
NET OF REVENUES/APPROPRIATIONS - FUND 235					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					



GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
243-000-404.00	BROWNFIELD TAX CAPTURE	1,600	1,600	2,000	25.00
243-000-691.00	BUDGETED USE OF FUND BALANCE	10,000	10,000		(100.00)
243-000-699.00	TRANSFER IN				
Totals for dept 000 -		11,600	11,600	2,000	(82.76)
Dept 685 - ELBERTA PROJECT					
243-685-539.00	STATE GRANTS			5,000	
243-685-585.00	LOCAL MATCH				
Totals for dept 685 - ELBERTA PROJECT				5,000	
TOTAL ESTIMATED REVENUES		11,600	11,600	7,000	(39.66)
APPROPRIATIONS					
Dept 000					
243-000-730.00	POSTAGE- BROWNFIELD				
243-000-860.00	TRAVEL				
243-000-961.00	TRAINING & SCHOOLS FOR BROWNFIELD				
243-000-967.00	PROJECT EXPENSES	10,000	10,000	7,000	(30.00)
Totals for dept 000 -		10,000	10,000	7,000	(30.00)
Dept 685 - ELBERTA PROJECT					
243-685-967.00	PROJECT EXPENSES				
Totals for dept 685 - ELBERTA PROJECT					
TOTAL APPROPRIATIONS		10,000	10,000	7,000	(30.00)
NET OF REVENUES/APPROPRIATIONS - FUND 243		1,600	1,600		(100.00)
BEGINNING FUND BALANCE		18,011	18,011	18,011	
ENDING FUND BALANCE		19,611	19,611	18,011	(8.16)

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BUDGET REPORT FOR BENZIE COUNTY  
Fund: 244 E.D.C. ENTERPRISE FUND

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GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
244-000-665.00	INTEREST ON DEPOSITS				
244-000-691.00	BUDGETED USE OF FUND BALANCE				
244-000-699.00	TRANSFER IN	10,000	20,000		(100.00)
Totals for dept 000 -		10,000	20,000		(100.00)
TOTAL ESTIMATED REVENUES		10,000	20,000		(100.00)
APPROPRIATIONS					
Dept 000					
244-000-800.00	CONTRACTED SERVICES	5,000	20,000		(100.00)
244-000-815.30	ADMINISTRATION FEES	5,000			(100.00)
244-000-967.00	PROJECT INVESTMENTS				
244-000-995.20	CONTRIB. TO OTHER UNITS/ REGIONAL				
Totals for dept 000 -		10,000	20,000		(100.00)
TOTAL APPROPRIATIONS		10,000	20,000		(100.00)
NET OF REVENUES/APPROPRIATIONS - FUND 244					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
245-000-539.00	STATE GRANTS	28,599	28,599	32,277	12.86
245-000-687.00	REFUNDS/REBATES				
245-000-691.00	BUDGETED USE OF FUND BALANCE				
245-000-699.00	TRANSFER IN				
Totals for dept 000 -		28,599	28,599	32,277	12.86
TOTAL ESTIMATED REVENUES		28,599	28,599	32,277	12.86
APPROPRIATIONS					
Dept 000					
245-000-721.00	PEER GROUP	625	750	2,500	300.00
245-000-727.00	OFFICE SUPPLIES				
245-000-750.30	MONUMENTS				
245-000-750.40	MONUMENT BOXES				
245-000-800.00	CONTRACTED SERVICES	24,974	24,799	26,125	4.61
245-000-800.30	CONTRACT SECRETARY				
245-000-815.30	ADMINISTRATION FEES	3,000	3,000	3,500	16.67
245-000-860.00	TRAVEL				
245-000-955.00	CONVENTIONS & MEETINGS				
245-000-957.00	MISCELLANEOUS		50	152	
245-000-970.00	EQUIPMENT				
Totals for dept 000 -		28,599	28,599	32,277	12.86
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
245-111-719.00	COUNTY SHARE - F.I.C.A.				
245-111-725.01	F.I.C.A. - SOCIAL SECURITY				
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)					
TOTAL APPROPRIATIONS		28,599	28,599	32,277	12.86
NET OF REVENUES/APPROPRIATIONS - FUND 245					
BEGINNING FUND BALANCE		22,963	22,963	22,963	
ENDING FUND BALANCE		22,963	22,963	22,963	

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
246-000-691.00	BUDGETED USE OF FUND BALANCE			9,912	
	Totals for dept 000 -			9,912	
Dept 257 - EQUALIZATION DEPARTMENT					
246-257-604.00	CHARGE FOR SERVICES	500	500		(100.00)
	Totals for dept 257 - EQUALIZATION DEPARTMENT	500	500		(100.00)
TOTAL ESTIMATED REVENUES		500	500	9,912	1,882.40
APPROPRIATIONS					
Dept 257 - EQUALIZATION DEPARTMENT					
246-257-967.00	PROJECT EXPENSES				
	Totals for dept 257 - EQUALIZATION DEPARTMENT				
Dept 966 - TRANSFER OUT					
246-966-995.00	TRANSFER OUT			9,912	
	Totals for dept 966 - TRANSFER OUT			9,912	
TOTAL APPROPRIATIONS				9,912	
NET OF REVENUES/APPROPRIATIONS - FUND 246		500	500		(100.00)
	BEGINNING FUND BALANCE	9,911	9,911	9,911	
	ENDING FUND BALANCE	10,411	10,411	9,911	(4.80)

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
249-000-573.00	LOCAL COMM STABILIZATION TAX SHARE				
249-000-691.00	BUDGETED USE OF FUND BALANCE				
Totals for dept 000 -					
Dept 371 - BUILDING INSPECTOR					
249-371-479.00	PERMIT FEES - PERTAINING TO SALES	154,000	154,000	155,000	0.65
249-371-687.00	REFUNDS/REBATES				
Totals for dept 371 - BUILDING INSPECTOR		154,000	154,000	155,000	0.65
Dept 372 - PLUMBING INSPECTOR					
249-372-479.00	PERMIT FEES - PLUMBING	50,000	50,000	55,000	10.00
Totals for dept 372 - PLUMBING INSPECTOR		50,000	50,000	55,000	10.00
Dept 373 - MECHANICAL INSPECTOR					
249-373-479.00	PERMIT FEES - MECHANICAL	75,000	103,000	103,000	37.33
Totals for dept 373 - MECHANICAL INSPECTOR		75,000	103,000	103,000	37.33
Dept 375 - ELECTRICAL INSPECTOR					
249-375-479.00	PERMIT FEES - ELECTRICAL	80,000	80,000	90,000	12.50
Totals for dept 375 - ELECTRICAL INSPECTOR		80,000	80,000	90,000	12.50
TOTAL ESTIMATED REVENUES		359,000	387,000	403,000	12.26
APPROPRIATIONS					
Dept 000					
249-000-810.00	LEGAL FEES			2,000	
Totals for dept 000 -				2,000	
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
249-111-828.10	LIABILITY & BUILDING INSURANCE	3,200	3,200		(100.00)
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)		3,200	3,200		(100.00)
Dept 222 - INSURANCE AND BONDS					
249-222-828.10	LIABILITY & BUILDING INSURANCE			6,200	
249-222-828.30	INSURANCE CLAIMS				
Totals for dept 222 - INSURANCE AND BONDS				6,200	
Dept 371 - BUILDING INSPECTOR					
249-371-800.00	CONTRACTED SERVICES	123,000	123,000	125,000	1.63
249-371-800.01	CONTRACTED SERVICES				
249-371-900.00	PRINTING & PUBLISHING	1,100	825	500	(54.55)
249-371-955.00	DUES & REGISTRATIONS	145	145	100	(31.03)
249-371-963.00	COMPUTER SUPPORT	5,775	6,050	3,800	(34.20)
Totals for dept 371 - BUILDING INSPECTOR		130,020	130,020	129,400	(0.48)
Dept 372 - PLUMBING INSPECTOR					
249-372-800.00	CONTRACTED SERVICES	45,000	45,000	50,000	11.11
Totals for dept 372 - PLUMBING INSPECTOR		45,000	45,000	50,000	11.11
Dept 373 - MECHANICAL INSPECTOR					
249-373-800.00	CONTRACTED SERVICES	55,000	83,000	85,000	54.55
Totals for dept 373 - MECHANICAL INSPECTOR		55,000	83,000	85,000	54.55
Dept 375 - ELECTRICAL INSPECTOR					
249-375-800.00	CONTRACTED SERVICES	61,000	61,000	85,000	39.34
Totals for dept 375 - ELECTRICAL INSPECTOR		61,000	61,000	85,000	39.34
Dept 966 - TRANSFER OUT					
249-966-815.30	ADMINISTRATION FEES			10,000	
249-966-954.10	RENT	15,000	15,000	20,000	33.33
249-966-995.00	CONTINGENCY			15,400	
Totals for dept 966 - TRANSFER OUT		15,000	15,000	45,400	202.67
TOTAL APPROPRIATIONS		309,220	337,220	403,000	30.33
NET OF REVENUES/APPROPRIATIONS - FUND 249		49,780	49,780		(100.00)
BEGINNING FUND BALANCE		92,810	92,810	92,810	
ENDING FUND BALANCE		142,590	142,590	92,810	(34.91)

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BUDGET REPORT FOR BENZIE COUNTY  
Fund: 256 REG OF DEEDS AUTOMATION FUND

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GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
256-000-617.00	AUTOMATION FEES	35,620	35,620	37,886	6.36
256-000-665.00	INTEREST ON DEPOSITS	300	300	300	
256-000-691.00	BUDGETED USE OF FUND BALANCE				
Totals for dept 000 -		35,920	35,920	38,186	6.31
TOTAL ESTIMATED REVENUES		35,920	35,920	38,186	6.31
APPROPRIATIONS					
Dept 000					
256-000-800.00	RECORD CONVERSIONS	16,000	14,234	16,500	3.13
256-000-860.00	TRAVEL				
256-000-963.00	COMPUTER SUPPORT	19,620	21,386	21,386	9.00
256-000-970.00	EQUIPMENT	300	300	300	
Totals for dept 000 -		35,920	35,920	38,186	6.31
TOTAL APPROPRIATIONS		35,920	35,920	38,186	6.31
NET OF REVENUES/APPROPRIATIONS - FUND 256					
BEGINNING FUND BALANCE		119,516	119,516	119,516	
ENDING FUND BALANCE		119,516	119,516	119,516	

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
258-000-691.00	BUDGETED USE OF FUND BALANCE				
Totals for dept 000 -					
Dept 431 - ARES/RACES					
258-431-674.00	CONTRIBUTIONS & DONATIONS				
258-431-687.00	REFUNDS/REBATES				
Totals for dept 431 - ARES/RACES					
Dept 432 - COMM EMERG RESPONSE TEAM (CERT)					
258-432-539.00	STATE GRANTS				
258-432-674.00	CONTRIBUTIONS & DONATIONS				
Totals for dept 432 - COMM EMERG RESPONSE TEAM (CEF					
TOTAL ESTIMATED REVENUES					
APPROPRIATIONS					
Dept 431 - ARES/RACES					
258-431-967.00	PROJECT EXPENSES - RADIO EQUIP				
Totals for dept 431 - ARES/RACES					
Dept 432 - COMM EMERG RESPONSE TEAM (CERT)					
258-432-727.00	OFFICE SUPPLIES				
258-432-967.00	LEPC PROJECT EXPENSES				
Totals for dept 432 - COMM EMERG RESPONSE TEAM (CEF					
Dept 966 - TRANSFER OUT					
258-966-995.00	CONTINGENCY				
Totals for dept 966 - TRANSFER OUT					
TOTAL APPROPRIATIONS					
NET OF REVENUES/APPROPRIATIONS - FUND 258					
BEGINNING FUND BALANCE		1,630	1,630	1,630	
ENDING FUND BALANCE		1,630	1,630	1,630	



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BUDGET REPORT FOR BENZIE COUNTY  
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GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
259-000-539.00	STATE GRANTS	8,400	8,400	8,400	
259-000-691.00	BUDGETED USE OF FUND BALANCE		430		
Totals for dept 000 -		8,400	8,830	8,400	
TOTAL ESTIMATED REVENUES		8,400	8,830	8,400	
APPROPRIATIONS					
Dept 000					
259-000-860.00	TRAVEL				
259-000-955.00	CONVENTIONS & MEETINGS				
259-000-961.00	TRAINING & SCHOOLS	8,400	8,830	8,400	
Totals for dept 000 -		8,400	8,830	8,400	
TOTAL APPROPRIATIONS		8,400	8,830	8,400	
NET OF REVENUES/APPROPRIATIONS - FUND 259					
BEGINNING FUND BALANCE		16,244	16,244	16,244	
ENDING FUND BALANCE		16,244	16,244	16,244	

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BUDGET REPORT FOR BENZIE COUNTY  
Fund: 260 INDIGENT DEFENSE COUNSEL

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GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
260-000-687.00	REFUNDS/REBATES				
260-000-691.00	BUDGETED USE OF FUND BALANCE				
260-000-699.00	TRANSFER IN	92,656	92,656	92,656	
Totals for dept 000 -		92,656	92,656	92,656	
TOTAL ESTIMATED REVENUES		92,656	92,656	92,656	
APPROPRIATIONS					
Dept 000					
260-000-720.00	COUNTY SHARE TO MANISTEE	92,656	92,656	92,656	
Totals for dept 000 -		92,656	92,656	92,656	
TOTAL APPROPRIATIONS		92,656	92,656	92,656	
NET OF REVENUES/APPROPRIATIONS - FUND 260					
BEGINNING FUND BALANCE		494	494	494	
ENDING FUND BALANCE		494	494	494	

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
261-000-691.00	BUDGETED USE OF FUND BALANCE	198,082	498,082	128,185	(35.29)
261-000-699.00	TRANSFER IN		2,690		
Totals for dept 000 -		198,082	500,772	128,185	(35.29)
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
261-111-676.10	EMPLOYEE HEALTH INS REIMB				
261-111-686.00	REIMBURSE GYM MEMBERSHIP				
261-111-687.00	REFUNDS/REBATES				
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)					
Dept 325 - DISPATCH/COMMUNICATION					
261-325-602.00	RECORD COPYING				
261-325-607.00	LOCAL SURCHARGE	601,000	601,000	601,000	
261-325-607.08	STATE SURCHARGE	142,000	142,000	144,000	1.41
261-325-634.00	DISPATCH SUPPORT - OTHER DEPARTMEN	15,400	15,400	22,009	42.92
261-325-687.00	REFUNDS/REBATES				
Totals for dept 325 - DISPATCH/COMMUNICATION		758,400	758,400	767,009	1.14
TOTAL ESTIMATED REVENUES		956,482	1,259,172	895,194	(6.41)
APPROPRIATIONS					
Dept 000					
261-000-850.00	TELEPHONE				
Totals for dept 000 -					
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
261-111-715.00	RX UTILIZATION PROGRAM				
261-111-716.00	PAYMENT IN LIEU OF MED INSURANCES				
261-111-717.00	MEDICAL/DENTAL/VISION INSURANCE	88,800	88,800		(100.00)
261-111-717.02	HRA REIMBURSEMENT	1,800	1,800		(100.00)
261-111-718.00	SHORT/LONG TERM DISABILITY	2,950	2,950		(100.00)
261-111-719.00	MEDICARE	7,042	7,042		(100.00)
261-111-724.00	RETIREMENT - COUNTY SHARE	59,457	59,457		(100.00)
261-111-725.01	F.I.C.A. - SOCIAL SECURITY	30,123	30,123		(100.00)
261-111-725.04	UNEMPLOYMENT INS	1,000	1,000		(100.00)
261-111-725.06	LIFE INSURANCE	529	529		(100.00)
261-111-800.00	CONTRACTED SERVICES - CADILLAC INS		200		
261-111-824.00	GYM MEMBERSHIP				
261-111-828.00	WORKERS COM INSURANCE	1,328	1,328		(100.00)
261-111-828.10	LIABILITY & BUILDING INSURANCE	4,400	4,400		(100.00)
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)		197,429	197,629		(100.00)
Dept 222 - INSURANCE AND BONDS					
261-222-828.10	LIABILITY & BUILDING INSURANCE			5,500	
261-222-828.30	INSURANCE CLAIMS			1,000	
Totals for dept 222 - INSURANCE AND BONDS				6,500	
Dept 266 - LEGAL & CONTRACTED SERVICES					
261-266-810.00	LEGAL FEES			9,600	
Totals for dept 266 - LEGAL & CONTRACTED SERVICES				9,600	
Dept 325 - DISPATCH/COMMUNICATION					
261-325-702.00	WAGES	455,480	455,480	480,000	5.38
261-325-716.00	PAYMENT IN LIEU OF MED INSURANCES				
261-325-717.00	MEDICAL/DENTAL/VISION INSURANCE			42,000	
261-325-717.02	HRA REIMBURSEMENT			16,800	
261-325-718.00	SHORT/LONG TERM DISABILITY			1,000	
261-325-719.00	MEDICARE			7,700	
261-325-723.00	OVERTIME	30,000	30,000	30,000	
261-325-724.00	RETIREMENT - COUNTY SHARE			60,000	
261-325-725.01	F.I.C.A. - SOCIAL SECURITY			35,000	
261-325-725.04	UNEMPLOYMENT INS			500	
261-325-725.06	LIFE INSURANCE			200	
261-325-725.07	CONTRACTED SERVICES INSURANCES			420	
261-325-725.08	WORKER'S COMP INSURANCE			1,900	
261-325-727.00	OFFICE SUPPLIES	4,000	4,000	4,000	
261-325-751.00	UNIFORMS	1,200	1,200	1,200	
261-325-810.00	LEGAL FEES				
261-325-830.00	911 MAINTENANCE CONTRACT	42,000	51,023	50,000	19.05
261-325-853.00	CELLULAR PHONES	19,000	18,940	17,000	(10.53)
261-325-855.00	RADIO MAINTENANCE/EQUIPMENT	12,000	12,000		(100.00)
261-325-930.00	EQUIPMENT REPAIR	5,000	5,000	17,000	240.00
261-325-954.10	RENT	1,000	1,060	3,000	200.00
261-325-955.00	DUES & REGISTRATIONS	1,000	1,208	1,200	20.00
261-325-956.00	EMPLOYEE PHYSICALS	400	400	400	
261-325-961.00	TRAINING & SCHOOLS	4,800	4,800	8,000	66.67
261-325-963.00	COMPUTER SUPPORT	15,699	20,829	11,800	(24.84)

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BUDGET REPORT FOR BENZIE COUNTY  
 Fund: 261 911 EMERGENCY SERVICE FUND

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GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
APPROPRIATIONS					
Dept 325 - DISPATCH/COMMUNICATION					
261-325-970.00	EQUIPMENT	100,000	106,422	50,000	(50.00)
261-325-978.01	LIEN ACCESS	1,000	1,000	1,000	
Totals for dept 325 - DISPATCH/COMMUNICATION		692,579	713,362	840,120	21.30
Dept 966 - TRANSFER OUT					
261-966-815.30	ADMINISTRATION FEES	38,974	38,974	38,974	
261-966-995.00	CONTINGENCY	20,000	301,706		(100.00)
261-966-995.01	TRANSFER TO 401 (CAPITAL IMP)				
Totals for dept 966 - TRANSFER OUT		58,974	340,680	38,974	(33.91)
TOTAL APPROPRIATIONS		948,982	1,251,671	895,194	(5.67)
NET OF REVENUES/APPROPRIATIONS - FUND 261		7,500	7,501		(100.00)
BEGINNING FUND BALANCE		551,808	551,808	551,808	
ENDING FUND BALANCE		559,308	559,309	551,808	(1.34)

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BUDGET REPORT FOR BENZIE COUNTY  
Fund: 262 SHERIFF'S FORFEITURE FUND

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ESTIMATED REVENUES					
Dept 000					
262-000-413.00	AUCTION PROCEEDS				
262-000-603.10	FORFEITURES	1,000	1,000	1,000	
262-000-691.00	BUDGETED USE OF FUND BALANCE				
Totals for dept 000 -		1,000	1,000	1,000	
TOTAL ESTIMATED REVENUES		1,000	1,000	1,000	
APPROPRIATIONS					
Dept 000					
262-000-967.00	PROJECT EXPENSES	1,000	1,000	1,000	
Totals for dept 000 -		1,000	1,000	1,000	
TOTAL APPROPRIATIONS		1,000	1,000	1,000	
NET OF REVENUES/APPROPRIATIONS - FUND 262					
BEGINNING FUND BALANCE		1	1	1	
ENDING FUND BALANCE		1	1	1	

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
263-000-480.00	PISTOL PERMIT FEES	15,000	15,000	15,000	
263-000-665.00	INTEREST ON DEPOSITS	250	250	500	100.00
263-000-687.00	REFUNDS/REBATES	100	100	100	
263-000-691.00	BUDGETED USE OF FUND BALANCE				
Totals for dept 000 -		15,350	15,350	15,600	1.63
TOTAL ESTIMATED REVENUES		15,350	15,350	15,600	1.63
APPROPRIATIONS					
Dept 000					
263-000-727.00	OFFICE SUPPLIES	1,400	1,400	1,400	
263-000-860.00	TRAVEL-CPL CLERK TECH FUND	200	200	200	
263-000-955.00	CONVENTIONS & MEETINGS	200	200	200	
263-000-970.00	EQUIPMENT	1,000	1,000	1,000	
Totals for dept 000 -		2,800	2,800	2,800	
Dept 966 - TRANSFER OUT					
263-966-995.00	CONTINGENCY			12,800	
Totals for dept 966 - TRANSFER OUT				12,800	
TOTAL APPROPRIATIONS		2,800	2,800	15,600	457.14
NET OF REVENUES/APPROPRIATIONS - FUND 263		12,550	12,550		(100.00)
BEGINNING FUND BALANCE		75,143	75,143	75,143	
ENDING FUND BALANCE		87,693	87,693	75,143	(14.31)

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BUDGET REPORT FOR BENZIE COUNTY  
Fund: 264 LOCAL CORRECTIONS OFFICER TRAINING FUND

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GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 362 - OTHER CORRECTIONS ACTIVITIES					
264-362-613.00	SHERIFF BOOKING FEES	2,000	2,000	3,000	50.00
264-362-687.00	REFUNDS/REBATES				
264-362-691.00	BUDGETED USE OF FUND BALANCE			4,499	
Totals for dept 362 - OTHER CORRECTIONS ACTIVITIES		2,000	2,000	7,499	274.95
TOTAL ESTIMATED REVENUES		2,000	2,000	7,499	274.95
APPROPRIATIONS					
Dept 362 - OTHER CORRECTIONS ACTIVITIES					
264-362-801.00	CONTRACTED SERVICES				
264-362-860.00	TRAVEL				
264-362-957.00	MISCELLANEOUS - REFUND				
264-362-961.00	TRAINING & SCHOOLS	2,000	2,000	7,499	274.95
Totals for dept 362 - OTHER CORRECTIONS ACTIVITIES		2,000	2,000	7,499	274.95
TOTAL APPROPRIATIONS		2,000	2,000	7,499	274.95
NET OF REVENUES/APPROPRIATIONS - FUND 264					
BEGINNING FUND BALANCE		2,500	2,500	2,500	
ENDING FUND BALANCE		2,500	2,500	2,500	



GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
265-000-402.00	CURRENT REAL PROPERTY TAX	151,758	151,758	164,278	8.25
265-000-412.00	DELINQUENT PERSONAL PROPERTY TAXES	150	150		(100.00)
265-000-423.00	COMMERCIAL FOREST RESERVE				
265-000-423.03	FRANKFORT HOUSING PROJECT PILT	100	100		(100.00)
265-000-426.00	FEDERAL GOVERNMT P.I.L.T. TNT OFFI				
265-000-445.00	PENALTIES & INTEREST ON TAXES				
265-000-573.00	LOCAL COMM STABILIZATION TAX SHARE	190	190		(100.00)
265-000-687.00	REFUNDS/REBATES- TNT				
265-000-691.00	BUDGETED USE OF FUND BALANCE				
265-000-699.00	TRANSFER IN FROM 101				
Totals for dept 000 -		152,198	152,198	164,278	7.94
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
265-111-687.00	INSURANCE & BONDS-TNT OFFICER				
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)					
TOTAL ESTIMATED REVENUES		152,198	152,198	164,278	7.94
APPROPRIATIONS					
Dept 000					
265-000-702.00	WAGES	54,786	54,786	57,000	4.04
265-000-716.00	PAYMENT IN LIEU OF MED INSURANCES				
265-000-717.00	MEDICAL/DENTAL/VISION INSURANCE			6,000	
265-000-717.02	HRA REIMBURSEMENT			1,700	
265-000-718.00	SHORT/LONG TERM DISABILITY			500	
265-000-719.00	MEDICARE			1,150	
265-000-723.00	OVERTIME	17,897	17,897	19,000	6.16
265-000-724.00	RETIREMENT - COUNTY SHARE			4,500	
265-000-725.00	FRINGE BENEFITS	16,000	16,000		(100.00)
265-000-725.01	F.I.C.A. - SOCIAL SECURITY			5,000	
265-000-725.04	UNEMPLOYMENT INS			45	
265-000-725.06	LIFE INSURANCE			50	
265-000-725.07	CONTRACTED SERVICES INSURANCES			75	
265-000-725.08	WORKER'S COMP INSURANCE			1,500	
265-000-748.00	GAS, OIL & GREASE	4,677	4,677	4,677	
265-000-749.00	VEHICLE REPAIRS	1,800	1,800	2,800	55.56
265-000-751.00	UNIFORMS	600	600	600	
265-000-810.00	LEGAL FEES			1,000	
265-000-840.00	INTELL/INVESTIGATIONS	13,000	11,006	11,000	(15.38)
265-000-853.00	CELLULAR PHONES-TNT	615	615	615	
265-000-940.00	LEASED VEHICLE				
265-000-961.00	TRAINING & SCHOOLS	4,800	4,800	4,800	
265-000-970.00	EQUIPMENT	2,000	2,000	2,000	
265-000-995.01	TRANSFER TO GEN FUND				
Totals for dept 000 -		116,175	114,181	124,012	6.75
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
265-111-717.00	RX UTILIZATION PROGRAM	2,100	2,100		(100.00)
265-111-719.00	MEDICARE	797	797		(100.00)
265-111-724.00	RETIREMENT - COUNTY SHARE	4,468	4,468		(100.00)
265-111-725.01	F.I.C.A. - SOCIAL SECURITY	3,397	3,397		(100.00)
265-111-828.00	INSURANCE & BONDS	4,000	4,000		(100.00)
265-111-828.10	LIABILITY & BUILDING INS- TNT OFFI	7,200	9,194		(100.00)
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)		21,962	23,956		(100.00)
Dept 222 - INSURANCE AND BONDS					
265-222-828.10	LIABILITY & BUILDING INSURANCE			11,000	
265-222-828.30	INSURANCE CLAIMS				
Totals for dept 222 - INSURANCE AND BONDS				11,000	
Dept 686 - TAX TRIBUNAL/BOR REFUNDS ORDERED					
265-686-964.00	REFUNDS & REBATES - CHARGEBACKS				
Totals for dept 686 - TAX TRIBUNAL/BOR REFUNDS ORDE					
Dept 966 - TRANSFER OUT					
265-966-815.30	ADMINISTRATION FEES	6,396	6,396	6,000	(6.19)
265-966-995.00	CONTINGENCY			23,266	
265-966-995.01	TRANSFER TO 401 (CAPITAL IMP)				
Totals for dept 966 - TRANSFER OUT		6,396	6,396	29,266	357.57
TOTAL APPROPRIATIONS		144,533	144,533	164,278	13.66
NET OF REVENUES/APPROPRIATIONS - FUND 265		7,665	7,665		(100.00)
BEGINNING FUND BALANCE		36,076	36,076	36,076	
ENDING FUND BALANCE		43,741	43,741	36,076	(17.52)

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BUDGET REPORT FOR BENZIE COUNTY  
Fund: 269 LAW LIBRARY FUND

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GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
269-000-603.30	PENAL FINES	5,000	5,000	5,000	
269-000-687.00	REFUNDS/REBATES				
269-000-691.00	BUDGETED USE OF FUND BALANCE				
269-000-699.00	TRANSFER IN	19,000	19,000	19,000	
Totals for dept 000 -		24,000	24,000	24,000	
TOTAL ESTIMATED REVENUES		24,000	24,000	24,000	
APPROPRIATIONS					
Dept 000					
269-000-800.00	CONTRACTED SERVICES	1,500	1,500	1,500	
269-000-901.00	RESOURCE MATERIALS	22,500	22,500	22,500	
Totals for dept 000 -		24,000	24,000	24,000	
TOTAL APPROPRIATIONS		24,000	24,000	24,000	
NET OF REVENUES/APPROPRIATIONS - FUND 269					
BEGINNING FUND BALANCE		4,730	4,730	4,730	
ENDING FUND BALANCE		4,730	4,730	4,730	

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
276-000-402.00	CURRENT REAL PROPERTY TAX	1,240,927	1,240,927	1,342,304	8.17
276-000-412.00	DELINQUENT PERSONAL PROPERTY TAXES				
276-000-423.00	COMMERCIAL FOREST RESERVE				
276-000-423.03	FRANKFORT HOUSING PROJECT PILT				
276-000-426.00	FEDERAL GOVERNMT P.I.L.T.				
276-000-445.00	PENALTIES & INTEREST ON TAXES				
276-000-573.00	LOCAL COMM STABILIZATION TAX SHARE				
276-000-665.00	INTEREST ON DEPOSITS				
276-000-673.00	SALE OF FIXED ASSETS				
276-000-687.00	REFUNDS/REBATES				
276-000-691.00	BUDGETED USE OF FUND BALANCE				
Totals for dept 000 -		1,240,927	1,240,927	1,342,304	8.17
TOTAL ESTIMATED REVENUES		1,240,927	1,240,927	1,342,304	8.17
APPROPRIATIONS					
Dept 000					
276-000-800.00	CONTRACTED SERVICES	1,227,312	1,227,312	1,328,690	8.26
276-000-955.00	DUES & REGISTRATIONS	3,614	3,614	3,614	
276-000-957.00	MISCELLANEOUS				
276-000-964.00	TAX REFUNDS & REBATES				
276-000-995.00	CONTINGENCY			10,000	
Totals for dept 000 -		1,230,926	1,230,926	1,342,304	9.05
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
276-111-725.04	UNEMPLOYMENT INS				
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)					
TOTAL APPROPRIATIONS		1,230,926	1,230,926	1,342,304	9.05
NET OF REVENUES/APPROPRIATIONS - FUND 276		10,001	10,001		(100.00)
BEGINNING FUND BALANCE		191,620	191,620	191,620	
ENDING FUND BALANCE		201,621	201,621	191,620	(4.96)

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
282-000-501.00	OTHER FEDERAL GRANTS-CARES ACT	20,000	20,000		(100.00)
282-000-687.00	REFUNDS/REBATES				
282-000-691.00	BUDGETED USE OF FUND BALANCE		5,000	255,412	
Totals for dept 000 -		20,000	25,000	255,412	1,177.06
TOTAL ESTIMATED REVENUES		20,000	25,000	255,412	1,177.06
APPROPRIATIONS					
Dept 000					
282-000-702.00	WAGES				
Totals for dept 000 -					
Dept 966 - TRANSFER OUT					
282-966-995.00	TRANSFER OUT - GEN FUND 101	20,000	20,000	55,412	177.06
282-966-995.01	TRANSFER OUT - FUND 401		5,000	200,000	
Totals for dept 966 - TRANSFER OUT		20,000	25,000	255,412	1,177.06
TOTAL APPROPRIATIONS		20,000	25,000	255,412	1,177.06
NET OF REVENUES/APPROPRIATIONS - FUND 282					
BEGINNING FUND BALANCE		255,412	255,412	255,412	
ENDING FUND BALANCE		255,412	255,412	255,412	

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
285-000-674.00	CONTRIBUTIONS & DONATIONS	13,000	13,000		(100.00)
285-000-691.00	BUDGETED USE OF FUND BALANCE				
285-000-699.00	TRANSFER IN- FUND 101 (GEN FUND)				
Totals for dept 000 -		13,000	13,000		(100.00)
Dept 806 - 2019 MCZM GRANT					
285-806-539.00	STATE GRANTS				
285-806-585.00	LOCAL MATCH				
Totals for dept 806 - 2019 MCZM GRANT					
Dept 808 - 5.1 M STATE GRANT					
285-808-539.00	STATE GRANTS				
285-808-585.00	LOCAL MATCH	276,000	276,000	350,000	26.81
Totals for dept 808 - 5.1 M STATE GRANT		276,000	276,000	350,000	26.81
TOTAL ESTIMATED REVENUES		289,000	289,000	350,000	21.11
APPROPRIATIONS					
Dept 000					
285-000-967.00	PROJECT EXPENSES	13,000	13,000		(100.00)
285-000-995.09	TRANSFER TO GENERAL FUND (101)				
Totals for dept 000 -		13,000	13,000		(100.00)
Dept 806 - 2019 MCZM GRANT					
285-806-800.00	CONTRACTED SERVICES				
Totals for dept 806 - 2019 MCZM GRANT					
Dept 808 - 5.1 M STATE GRANT					
285-808-800.00	CONTRACTED SERVICES - ENGINEERING	250,000	250,000	250,000	
285-808-967.00	PROJECT EXPENSES	13,000	13,000	100,000	669.23
Totals for dept 808 - 5.1 M STATE GRANT		263,000	263,000	350,000	33.08
TOTAL APPROPRIATIONS		276,000	276,000	350,000	26.81
NET OF REVENUES/APPROPRIATIONS - FUND 285		13,000	13,000		(100.00)
BEGINNING FUND BALANCE		11,039	11,039	11,039	
ENDING FUND BALANCE		24,039	24,039	11,039	(54.08)

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BUDGET REPORT FOR BENZIE COUNTY  
Fund: 286 AMERICAN RESCUE PLAN ACT (ARPA) GRANT

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GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
286-000-501.00	OTHER FEDERAL GRANTS (ARPA)	500,000	500,000		(100.00)
286-000-665.00	INTEREST ON DEPOSITS			20,000	
286-000-691.00	BUDGETED USE OF FUND BALANCE		1,250,000	2,000,000	
Totals for dept 000 -		500,000	1,750,000	2,020,000	304.00
TOTAL ESTIMATED REVENUES		500,000	1,750,000	2,020,000	304.00
APPROPRIATIONS					
Dept 000					
286-000-800.00	CONTRACTED SERVICES				
286-000-967.00	PROJECT EXPENSES	500,000	1,750,000	1,195,000	139.00
286-000-995.00	CONTINGENCY				
286-000-995.01	TRANSFER OUT			825,000	
Totals for dept 000 -		500,000	1,750,000	2,020,000	304.00
TOTAL APPROPRIATIONS		500,000	1,750,000	2,020,000	304.00
NET OF REVENUES/APPROPRIATIONS - FUND 286					
BEGINNING FUND BALANCE		16,882	16,882	16,882	
ENDING FUND BALANCE		16,882	16,882	16,882	

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BUDGET REPORT FOR BENZIE COUNTY  
Fund: 287 FAMILY COURT GRANTS

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GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
287-000-604.00	CHARGE FOR SERVICES			54,913	
287-000-691.00	BUDGETED USE OF FUND BALANCE			54,913	
Totals for dept 000 -				54,913	
TOTAL ESTIMATED REVENUES				54,913	
APPROPRIATIONS					
Dept 000					
287-000-800.00	CONTRACTED SERVICES			54,913	
287-000-995.00	TRANSFER TO 292 FUND				
Totals for dept 000 -				54,913	
TOTAL APPROPRIATIONS				54,913	
NET OF REVENUES/APPROPRIATIONS - FUND 287					
BEGINNING FUND BALANCE		54,913	54,913	54,913	
ENDING FUND BALANCE		54,913	54,913	54,913	



GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
292-000-539.00	STATE GRANTS - 50% REIMBURSEMENT	236,390	236,390	370,950	56.92
292-000-539.01	STATE - CCF 10% ADMIN	47,278	47,278	47,278	
292-000-539.04	STATE CCF REIMBURSEMENT				
292-000-682.00	REIMBURSEMENT NON CCF	21,096	21,096	21,096	
292-000-683.00	ADOPTIONS				
292-000-687.00	REFUND/REBATES - CMH				
292-000-691.00	BUDGETED USE OF FUND BALANCE				
292-000-699.00	TRANSFER IN - CHILD CARE	169,836	169,836	55,276	(67.45)
292-000-699.01	TRANSFER IN- CHARGEBACKS				
Totals for dept 000 -		474,600	474,600	494,600	4.21
TOTAL ESTIMATED REVENUES		474,600	474,600	494,600	4.21
APPROPRIATIONS					
Dept 000					
292-000-702.00	WAGES	134,920	134,920	134,920	
292-000-716.00	PAYMENT IN LIEU OF MED INSURANCES				
292-000-717.00	MEDICAL/DENTAL/VISION INSURANCE				
292-000-717.02	HRA REIMBURSEMENT				
292-000-718.00	SHORT/LONG TERM DISABILITY				
292-000-719.00	MEDICARE				
292-000-724.00	RETIREMENT - COUNTY SHARE				
292-000-725.00	FRINGE BENEFITS - JUVENILE OFFICER	16,320	16,320	16,320	
292-000-725.01	F.I.C.A. - SOCIAL SECURITY				
292-000-725.04	UNEMPLOYMENT INS				
292-000-725.06	FRINGE BENEFITS - CASEWORKER	29,580	29,580	29,580	
292-000-725.07	CONTRACTED SERVICES INSURANCES				
292-000-725.08	WORKER'S COMP INSURANCE				
292-000-817.00	SUBSTANCE ABUSE COUNSELING	7,700	7,700	7,700	
292-000-824.00	CONTRACTED SERVICES	1,200	1,200	1,200	
292-000-825.00	MENTORING/TUTORING	8,000	8,000	8,000	
292-000-826.00	INCENTIVES	6,000	6,000	6,000	
292-000-827.00	MGT CONTRACT				
292-000-840.00	CONTRACTED SVCS - VOL COORDINATOR	27,000	27,000	27,000	
292-000-840.10	STATE WARD CHARGEBACKS	60,000	60,000	60,000	
292-000-840.20	STATE WARD BOARD & CARE				
292-000-840.30	FOSTER CARE - DL	5,000	5,000	5,000	
292-000-840.40	FOSTER CARE-DL/NON-SCHED	1,000	1,000	1,000	
292-000-840.50	FOSTER CARE-NA	20,000	20,000	20,000	
292-000-840.60	FOSTER CARE-NA/NON-SCHED	1,000	1,000	1,000	
292-000-840.70	INSTITUTIONAL ROOM & BOARD	105,500	105,500	131,430	24.58
292-000-840.80	NON-SCH. PMTS INSTITUTIONAL CARE	1,000	1,000	1,000	
292-000-840.90	INDEPENDENT LIVING	8,500	8,500	8,500	
292-000-840.95	IN HOME CARE MISC.	23,550	23,550	23,550	
292-000-850.00	TELEPHONE	2,400	2,400	2,400	
292-000-860.00	TRAVEL/GAS CARDS	15,930	15,930	10,000	(37.23)
292-000-957.40	NON REIMBURSABLE EXPENSES				
292-000-970.00	EQUIPMENT				
Totals for dept 000 -		474,600	474,600	494,600	4.21
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
292-111-719.00	MEDICARE				
292-111-725.01	F.I.C.A. - SOCIAL SECURITY				
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)					
TOTAL APPROPRIATIONS		474,600	474,600	494,600	4.21
NET OF REVENUES/APPROPRIATIONS - FUND 292					
BEGINNING FUND BALANCE		94,165	94,165	94,165	
ENDING FUND BALANCE		94,165	94,165	94,165	

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
293-000-402.00	CURRENT REAL PROPERTY TAX	60,703	60,703	123,208	102.97
293-000-412.00	DELINQUENT PERSONAL PROPERTY TAXES				
293-000-423.00	COMM FOREST/PILT TAX				
293-000-423.01	GRACELAND PAYMENT IN LIEU TAXES				
293-000-423.03	FRANKFORT HOUSING PROJECT PILT				
293-000-445.00	PENALTIES & INTEREST ON TAXES				
293-000-539.00	STATE GRANTS	63,000	113,000	51,080	(18.92)
293-000-573.00	LOCAL COMM STABILIZATION TAX SHARE				
293-000-674.00	CONTRIBUTIONS & DONATIONS				
293-000-687.00	REFUNDS/REBATES				
293-000-691.00	BUDGETED USE OF FUND BALANCE				
Totals for dept 000 -		123,703	173,703	174,288	40.89
TOTAL ESTIMATED REVENUES		123,703	173,703	174,288	40.89
APPROPRIATIONS					
Dept 000					
293-000-702.00	WAGES	38,221	38,221	57,500	50.44
293-000-716.00	PAYMENT IN LIEU OF MED INSURANCES			1,800	
293-000-717.00	MEDICAL/DENTAL/VISION INSURANCE			400	
293-000-717.02	HRA REIMBURSEMENT				
293-000-718.00	SHORT/LONG TERM DISABILITY			400	
293-000-719.00	MEDICARE			845	
293-000-721.00	PER DIEM	2,800	2,800	2,800	
293-000-724.00	RETIREMENT - COUNTY SHARE			1,150	
293-000-725.00	FRINGE BENEFITS	172	172		(100.00)
293-000-725.01	F.I.C.A. - SOCIAL SECURITY			3,600	
293-000-725.04	UNEMPLOYMENT INS			45	
293-000-725.06	LIFE INSURANCE			50	
293-000-725.07	CONTRACTED SERVICES INSURANCES			50	
293-000-725.08	WORKER'S COMP INSURANCE			510	
293-000-727.00	OFFICE SUPPLIES	1,500	1,395	1,500	
293-000-748.00	GAS, OIL & GREASE	500	1,247	1,800	260.00
293-000-749.00	VEHICLE REPAIRS	1,000	1,000	1,000	
293-000-800.00	CONTRACTED SERVICES				
293-000-833.00	VETERANS BURIALS & MARKERS	2,000	2,400	3,000	50.00
293-000-839.10	VETERANS FINANCIAL AID	25,141	25,141	25,000	(0.56)
293-000-839.20	PEACETIME VETERANS ASSISTANCE				
293-000-850.00	TELEPHONE		27		
293-000-860.00	TRAVEL	3,100	3,960	4,000	29.03
293-000-900.00	PRINTING & PUBLISHING	1,000	39,063	51,080	5,008.00
293-000-955.00	CONVENTIONS & MEETINGS	2,500	2,500	1,500	(40.00)
293-000-963.00	COMPUTER SUPPORT	403	537	1,400	247.39
293-000-964.00	TAX REFUNDS & REBATES	100	100		(100.00)
293-000-970.00	EQUIPMENT	10,000	19,874	11,500	15.00
Totals for dept 000 -		88,437	138,437	170,930	93.28
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
293-111-719.00	MEDICARE	555	555		(100.00)
293-111-724.00	RETIREMENT - COUNTY SHARE				
293-111-725.01	F.I.C.A. - SOCIAL SECURITY	2,400	2,400		(100.00)
293-111-828.10	LIABILITY & BUILDING INSURANCE				
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)		2,955	2,955		(100.00)
Dept 966 - TRANSFER OUT					
293-966-815.30	ADMINISTRATION FEES	2,528	2,528	3,000	18.67
293-966-995.00	TRANSFER OUT	1,500	1,500	358	(76.13)
Totals for dept 966 - TRANSFER OUT		4,028	4,028	3,358	(16.63)
TOTAL APPROPRIATIONS		95,420	145,420	174,288	82.65
NET OF REVENUES/APPROPRIATIONS - FUND 293		28,283	28,283		(100.00)
BEGINNING FUND BALANCE		56,505	56,505	56,505	
ENDING FUND BALANCE		84,788	84,788	56,505	(33.36)

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BUDGET REPORT FOR BENZIE COUNTY  
Fund: 295 AIRPORT AUTHORITY FUND

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GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
295-000-585.00	LOCAL GRANTS - OTHER				
295-000-687.00	REFUNDS/REBATES FCCAA ADMIN	55,000	55,000	64,200	16.73
295-000-691.00	BUDGETED USE OF FUND BALANCE				
295-000-699.00					
Totals for dept 000 -		55,000	55,000	64,200	16.73
TOTAL ESTIMATED REVENUES		55,000	55,000	64,200	16.73
APPROPRIATIONS					
Dept 000					
295-000-702.00	WAGES	51,000	51,000	55,000	7.84
295-000-719.00	MEDICARE			800	
295-000-725.01	F.I.C.A. - SOCIAL SECURITY			3,400	
Totals for dept 000 -		51,000	51,000	59,200	16.08
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
295-111-719.00	MEDICARE	900	900	1,000	11.11
295-111-725.01	F.I.C.A. - SOCIAL SECURITY	3,100	3,100	4,000	29.03
295-111-828.00	INSURANCE & BONDS FCCAA				
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)		4,000	4,000	5,000	25.00
Dept 966 - TRANSFER OUT					
295-966-815.30	ADMINISTRATION FEES				
Totals for dept 966 - TRANSFER OUT					
TOTAL APPROPRIATIONS		55,000	55,000	64,200	16.73
NET OF REVENUES/APPROPRIATIONS - FUND 295					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					

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BUDGET REPORT FOR BENZIE COUNTY  
Fund: 296 JUVENILE JUSTICE FUND

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GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
296-000-539.11	BASIC GRANT	15,000	56,520	56,520	276.80
296-000-691.00	BUDGETED USE OF FUND BALANCE				
296-000-699.00	TRANSFER IN - GEN FUND 101				
Totals for dept 000 -		15,000	56,520	56,520	276.80
TOTAL ESTIMATED REVENUES		15,000	56,520	56,520	276.80
APPROPRIATIONS					
Dept 000					
296-000-800.00	CONTRACTUAL SERVICES	15,000	56,520	45,000	200.00
296-000-975.00	MISC EXPENSE - BENEFITS			11,520	
Totals for dept 000 -		15,000	56,520	56,520	276.80
Dept 966 - TRANSFER OUT					
296-966-995.00	CONTINGENCY				
Totals for dept 966 - TRANSFER OUT					
TOTAL APPROPRIATIONS		15,000	56,520	56,520	276.80
NET OF REVENUES/APPROPRIATIONS - FUND 296					
BEGINNING FUND BALANCE		158	158	158	
ENDING FUND BALANCE		158	158	158	

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BUDGET REPORT FOR BENZIE COUNTY  
Fund: 310 GOVERNMENT CENTER ADDITION DEBT FUND

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GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
310-000-665.00	INTEREST ON DEPOSITS				
310-000-667.00	DHS RENT	26,840	26,840		(100.00)
310-000-691.00	BUDGETED USE OF FUND BALANCE			26,840	
Totals for dept 000 -		26,840	26,840	26,840	
TOTAL ESTIMATED REVENUES		26,840	26,840	26,840	
APPROPRIATIONS					
Dept 000					
310-000-831.00	BANK FEES				
310-000-924.10	UTILITIES/RENT				
310-000-991.00	PRINCIPAL ON DEBT				
310-000-993.00	INTEREST ON DEBT				
310-000-995.00	CONTINGENCY/TRANSFER TO 101	26,840	26,840	26,840	
Totals for dept 000 -		26,840	26,840	26,840	
TOTAL APPROPRIATIONS		26,840	26,840	26,840	
NET OF REVENUES/APPROPRIATIONS - FUND 310					
BEGINNING FUND BALANCE		171,371	171,371	171,371	
ENDING FUND BALANCE		171,371	171,371	171,371	

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
401-000-691.00	BUDGETED USE OF FUND BALANCE	100,000	100,000	174,876	74.88
401-000-698.00	BOND PROCEEDS				
401-000-699.00	TRANSFER IN		5,000	160,000	
Totals for dept 000 -		100,000	105,000	334,876	234.88
Dept 101 - BOARD OF COMMISSIONERS					
401-101-687.00	REFUNDS/REBATES		54,337		
401-101-699.00	TRANSFER IN (GENERAL FUND)	240,000	340,000	330,000	37.50
Totals for dept 101 - BOARD OF COMMISSIONERS		240,000	394,337	330,000	37.50
Dept 172 - ADMINISTRATOR					
401-172-667.00	DHHS RENT			20,124	
Totals for dept 172 - ADMINISTRATOR				20,124	
Dept 351 - JAIL - CORRECTIONS					
401-351-687.00	REFUNDS/REBATES				
Totals for dept 351 - JAIL - CORRECTIONS					
Dept 901 - 911/EOC EXPANSION PROJECT					
401-901-699.00	TRANSFER IN (911/EOC)		600,000	1,280,000	
Totals for dept 901 - 911/EOC EXPANSION PROJECT			600,000	1,280,000	
Dept 902 - EMERGENCY RADIO TOWER PROJECT					
401-902-674.00	CONTRIBUTIONS & DONATIONS			2,300,000	
401-902-699.00	TRANSFER IN			350,000	
Totals for dept 902 - EMERGENCY RADIO TOWER PROJECT				2,650,000	
TOTAL ESTIMATED REVENUES		340,000	1,099,337	4,615,000	1,257.35
APPROPRIATIONS					
Dept 000					
401-000-967.00	PROJECT EXPENSES	340,000	399,337	30,000	(91.18)
401-000-970.00	EQUIPMENT (VEHICLES)			136,000	
Totals for dept 000 -		340,000	399,337	166,000	(51.18)
Dept 101 - BOARD OF COMMISSIONERS					
401-101-967.00	PROJECT EXPENSES (GENERAL FUND)		100,000	409,000	
Totals for dept 101 - BOARD OF COMMISSIONERS			100,000	409,000	
Dept 172 - ADMINISTRATOR					
401-172-967.00	DHHS PROJECT EXPENSES				
Totals for dept 172 - ADMINISTRATOR					
Dept 351 - JAIL - CORRECTIONS					
401-351-967.00	PROJECT EXPENSES (JAIL)			110,000	
Totals for dept 351 - JAIL - CORRECTIONS				110,000	
Dept 901 - 911/EOC EXPANSION PROJECT					
401-901-967.00	PROJECT EXPENSES (911/EOC)		600,000	1,280,000	
Totals for dept 901 - 911/EOC EXPANSION PROJECT			600,000	1,280,000	
Dept 902 - EMERGENCY RADIO TOWER PROJECT					
401-902-967.00	PROJECT EXPENSES (TOWER)			2,650,000	
Totals for dept 902 - EMERGENCY RADIO TOWER PROJECT				2,650,000	
TOTAL APPROPRIATIONS		340,000	1,099,337	4,615,000	1,257.35
NET OF REVENUES/APPROPRIATIONS - FUND 401					
BEGINNING FUND BALANCE		349,436	349,436	349,436	
ENDING FUND BALANCE		349,436	349,436	349,436	

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
425-000-691.00	BUDGETED USE OF FUND BALANCE				
Totals for dept 000 -					
Dept 257 - EQUALIZATION DEPARTMENT					
425-257-699.00	PROJECTS - AERIALS/GIS	10,000	10,000	10,000	
Totals for dept 257 - EQUALIZATION DEPARTMENT					
Dept 283 - CIRCUIT COURT					
425-283-539.00	STATE GRANT - COURT EQUITY TECH IN	1,347	1,347	1,347	
Totals for dept 283 - CIRCUIT COURT					
Dept 296 - PROSECUTING ATTORNEY					
425-296-674.00	CONTRIBUTIONS & DONATIONS -GTB	4,177	4,177	4,177	
Totals for dept 296 - PROSECUTING ATTORNEY					
Dept 301 - SHERIFF					
425-301-539.01	COUNTY MATCH - BRYNE GRANT				
425-301-539.02	BCSO VICTIMS SVCS UNIT GRANT	1,130	1,130	1,130	
425-301-580.00	GRANT - BODY ARMOR	3,942	3,942	5,914	50.03
425-301-580.01	GRANT - G.T. BAND	211	211	211	
425-301-580.02	GRANT - CHERRYLAND ELECTRIC - LIFE				
425-301-580.03	GRANT - SCANNER	311	311	310	(0.32)
425-301-580.04	COUNTY MATCH - BODY ARMOR				
425-301-674.00	CONTRIBUTIONS & DONATIONS - GENERAL	3,195	3,195	1,222	(61.75)
425-301-687.00	REFUNDS/REBATES/AUCTION PATROL CA	35,383	35,383	34,483	(2.54)
425-301-699.00	TRANSFER IN	2,884	2,884	3,884	34.67
Totals for dept 301 - SHERIFF					
Dept 331 - MARINE LAW ENFORCEMENT					
425-331-585.00	GTB 2% FOR BOAT REPLACEMENT	92	92		(100.00)
Totals for dept 331 - MARINE LAW ENFORCEMENT					
Dept 351 - JAIL - CORRECTIONS					
425-351-580.00	GRANT - G.T. BAND JAIL MNGMNT SOFT	1,236	1,236	1,236	
425-351-687.00	INMATE TELEPHONE	9,408	9,408	11,315	20.27
425-351-699.00	TRANSFER IN				
Totals for dept 351 - JAIL - CORRECTIONS					
Dept 426 - EMERGENCY MANAGEMENT					
425-426-539.00	HOMELAND SECURITY GRANT EQ/TRN				
425-426-539.04	GT BAND GRANT - FIRE ACCOUNTABILITY			63	
425-426-674.00	CONTRIBUTIONS AND DONATIONS	8,846	14,346	11,428	29.19
425-426-699.00	TRANSFER IN				
Totals for dept 426 - EMERGENCY MANAGEMENT					
Dept 430 - ANIMAL CONTROL					
425-430-674.10	ACO VEHICLE REPLACEMENT	5,538	5,538	5,538	
Totals for dept 430 - ANIMAL CONTROL					
Dept 655 - ADVANCED LIFE SUPPORT (ALS)					
425-655-674.00	DONATIONS - GT. BAND	500	500		(100.00)
Totals for dept 655 - ADVANCED LIFE SUPPORT (ALS)					
TOTAL ESTIMATED REVENUES					
		88,200	93,700	92,258	4.60
APPROPRIATIONS					
Dept 257 - EQUALIZATION DEPARTMENT					
425-257-967.00	PROJECT EXPENSES - AERIALS/GIS	10,000	10,000	10,000	
Totals for dept 257 - EQUALIZATION DEPARTMENT					
Dept 283 - CIRCUIT COURT					
425-283-967.00	PROJECT EXPENSES - TECH IMPRV	1,347	1,347	1,347	
Totals for dept 283 - CIRCUIT COURT					
Dept 296 - PROSECUTING ATTORNEY					
425-296-967.00	PROJECT EXPENSES -GTB	4,178	4,178	4,178	
Totals for dept 296 - PROSECUTING ATTORNEY					
Dept 301 - SHERIFF					
425-301-749.00	PATROL CAR EXPENSES	35,383	35,383	33,122	(6.39)
425-301-967.00	PROJECT EXPENSES - MMRMA GRANT	1,361	1,361	1,361	
425-301-967.01	PROJECT EXPENSES -BODY ARMOR	3,942	3,942	5,914	50.03
425-301-967.02	PROJECT EXPENSES - G.T. BAND	211	211	211	
425-301-967.03	PROJECT EXPENSES - GENERAL	812	812	812	
425-301-967.04	PROJECT EXPENSES - SCANNER	310	310	310	
425-301-967.05	PROJECT EXPENSES - K-9 REPLACEMENT	1,022	1,022	1,222	19.57
425-301-967.06	PROJECT EXPENSES - BRYNE GRANT				

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
APPROPRIATIONS					
Dept 301 - SHERIFF					
425-301-967.07	PROJECT EXPENSES - EXERCISE EQUIP	2,884	2,884	3,884	34.67
425-301-967.08	PROJECT EXP - OHSP ECC GRANT TR-11				
425-301-967.09	PROJECT EXPENSES BCSO VSU GRANT	1,130	1,130	1,130	
Totals for dept 301 - SHERIFF		47,055	47,055	47,966	1.94
Dept 331 - MARINE LAW ENFORCEMENT					
425-331-967.00	PROJECT EXPENSES -MARINE	92	92	92	
Totals for dept 331 - MARINE LAW ENFORCEMENT		92	92	92	
Dept 351 - JAIL - CORRECTIONS					
425-351-957.00	MISCELLANEOUS - INMATE TELEPHONE	9,408	9,408	11,315	20.27
425-351-967.00	PROJECT EXP. G.T. BAND JAIL MNGMNT	1,236	1,236	1,236	
Totals for dept 351 - JAIL - CORRECTIONS		10,644	10,644	12,551	17.92
Dept 426 - EMERGENCY MANAGEMENT					
425-426-967.00	PROJECT EXPENSES - HS GRANT EQ/TRN			63	
425-426-967.01	PROJECT EXPENSES - GTB - RACES	1,768	1,768		(100.00)
425-426-967.02	PROJECT EXPENSES - CERT	5,076	5,076	3,301	(34.97)
425-426-967.03	PROJECT EXPENSES - MASS NOTIFICATI	500	6,000	6,000	1,100.00
425-426-967.04	CERT TRAINING CAMP GRAYLING	1,502	1,502	1,222	(18.64)
Totals for dept 426 - EMERGENCY MANAGEMENT		8,846	14,346	10,586	19.67
Dept 430 - ANIMAL CONTROL					
425-430-967.00	PROJECT EXPENSES	5,538	5,538	5,538	
425-430-967.01	PROJECT EXP. MDA COMPANION ANIMAL				
Totals for dept 430 - ANIMAL CONTROL		5,538	5,538	5,538	
Dept 655 - ADVANCED LIFE SUPPORT (ALS)					
425-655-967.00	PROJECT EXPENSES - AMBULANCES	500	500		(100.00)
Totals for dept 655 - ADVANCED LIFE SUPPORT (ALS)		500	500		(100.00)
Dept 966 - TRANSFER OUT					
425-966-995.00	TRANSFER TO (401) CAPITAL IMPROVEM				
Totals for dept 966 - TRANSFER OUT					
TOTAL APPROPRIATIONS		88,200	93,700	92,258	4.60
NET OF REVENUES/APPROPRIATIONS - FUND 425					
BEGINNING FUND BALANCE		84,904	84,904	84,904	
ENDING FUND BALANCE		84,904	84,904	84,904	



GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
512-000-402.00	CURRENT REAL PROPERTY TAX	522,000	522,000	595,673	14.11
512-000-411.00	DELINQUENT REAL PROPERTY TAXES				
512-000-412.00	DELINQUENT PERSONAL PROPERTY TAXES	600	600	600	
512-000-423.00	COMMERCIAL FOREST RESERVE				
512-000-423.03	FRANKFORT HOUSING PROJECT PILT	500	500	800	60.00
512-000-426.00	FEDERAL GOVERNMT P.I.L.T.				
512-000-445.00	PENALTIES & INTEREST ON TAXES				
512-000-573.00	LOCAL COMM STABILIZATION TAX SHARE	1,000	1,000	1,000	
512-000-604.00	CHARGE FOR SERVICES	11,000,000	11,000,000	12,000,000	9.09
512-000-665.00	INTEREST ON DEPOSITS	20,000	20,000	80,000	300.00
512-000-687.00	REFUNDS/REBATES				
512-000-691.00	BUDGETED USE OF FUND BALANCE				
512-000-699.00	TRANSFER IN			225,000	
Totals for dept 000 -		11,544,100	11,544,100	12,903,073	11.77
TOTAL ESTIMATED REVENUES		11,544,100	11,544,100	12,903,073	11.77
APPROPRIATIONS					
Dept 000					
512-000-800.00	CONTRACTED SERVICES	11,493,600	11,493,600	12,902,573	12.26
512-000-964.00	TAX TRIBUNAL REFUNDS	500	500	500	
512-000-967.00	PROJECT EXPENSES - SCHOLARSHIP FUN				
512-000-995.20	TRANSFER OUT	50,000	50,000		(100.00)
Totals for dept 000 -		11,544,100	11,544,100	12,903,073	11.77
TOTAL APPROPRIATIONS		11,544,100	11,544,100	12,903,073	11.77
NET OF REVENUES/APPROPRIATIONS - FUND 512					
BEGINNING FUND BALANCE		4,347,098	4,347,098	4,347,098	
ENDING FUND BALANCE		4,347,098	4,347,098	4,347,098	

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
516-000-445.00	INTEREST ON TAXES	230,000	230,000	230,000	
516-000-447.00	ADMINISTRATION FEES ON TAXES	80,000	80,000	85,000	6.25
516-000-665.00	INTEREST ON DEPOSITS	50,000	50,000	60,000	20.00
516-000-687.00	REFUNDS/REBATES - ANNEX LOAN	14,020	14,020	14,020	
516-000-689.00	CASH OVER/SHORT	2,000	2,000	2,000	
Totals for dept 000 -		376,020	376,020	391,020	3.99
TOTAL ESTIMATED REVENUES		376,020	376,020	391,020	3.99
APPROPRIATIONS					
Dept 000					
516-000-829.00	BONDING COST/FEES				
516-000-967.00	PROJECT EXPENSES			2,000	
516-000-993.00	INTEREST ON BONDS				
516-000-995.00	CONTINGENCY	56,020	56,020	4,020	(92.82)
516-000-995.01	TRANSFER TO FUND 401 CAPITAL IMPROV	240,000	240,000	300,000	25.00
516-000-995.20	TRANSFER OUT - GENERAL FUND	80,000	80,000	85,000	6.25
Totals for dept 000 -		376,020	376,020	391,020	3.99
TOTAL APPROPRIATIONS		376,020	376,020	391,020	3.99
NET OF REVENUES/APPROPRIATIONS - FUND 516					
BEGINNING FUND BALANCE		5,383,084	5,383,084	5,383,084	
ENDING FUND BALANCE		5,383,084	5,383,084	5,383,084	

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 253 - COUNTY TREASURER					
532-253-413.00	AUCTION PROCEEDS	150,000	150,000	150,000	
532-253-622.02	FORFEITURE RECORDING FEES	8,000	8,000	8,000	
532-253-623.02	REDEMPTION RECORDING FEES	8,000	8,000	8,000	
532-253-629.02	SITE VISITATION FEE	15,000	15,000	10,000	(33.33)
532-253-639.00	TITLE SEARCH FEES	40,000	40,000	40,000	
532-253-640.00	PUBLICATION FEES	5,000	5,000	3,000	(40.00)
532-253-641.00	PROCESSING FEE'S - OCT 1ST	10,000	10,000	10,000	
532-253-665.00	INTEREST ON DEPOSITS	3,000	3,000	20,000	566.67
532-253-687.00	REFUNDS/REBATES				
532-253-691.00	BUDGETED USE OF FUND BALANCE			100,000	
532-253-699.00	TRANSFER IN				
Totals for dept 253 - COUNTY TREASURER		239,000	239,000	349,000	46.03
TOTAL ESTIMATED REVENUES		239,000	239,000	349,000	46.03
APPROPRIATIONS					
Dept 253 - COUNTY TREASURER					
532-253-730.00	POSTAGE	8,000	8,000	8,000	
532-253-800.00	CONTRACTED SERVICES - RECORDING FE	20,000	20,000	15,000	(25.00)
532-253-800.05	OTHER CONTRACTED SERVICES	10,000	10,000	10,000	
532-253-801.00	CONTRACTED SERVICES	20,000	20,000	20,000	
532-253-810.00	LEGAL FEES	20,000	20,000	20,000	
532-253-900.00	PRINTING & PUBLISHING	1,500	1,500	1,500	
532-253-957.00	MISCELLANEOUS	119,500	119,500	234,500	96.23
532-253-995.20	TRANSFER OUT	40,000	40,000	40,000	
Totals for dept 253 - COUNTY TREASURER		239,000	239,000	349,000	46.03
TOTAL APPROPRIATIONS		239,000	239,000	349,000	46.03
NET OF REVENUES/APPROPRIATIONS - FUND 532					
BEGINNING FUND BALANCE		1,056,775	1,056,775	1,056,775	
ENDING FUND BALANCE		1,056,775	1,056,775	1,056,775	

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
535-000-539.00	STATE GRANTS			175	
535-000-665.00	INTEREST ON DEPOSITS	100	100		75.00
535-000-670.00	MORTGAGES PAYMENTS	6,000	6,000	6,000	
535-000-687.00	REFUNDS/REBATES				
535-000-691.00	BUDGETED USE OF FUND BALANCE	53,900	53,900	54,000	0.19
Totals for dept 000 -		60,000	60,000	60,175	0.29
TOTAL ESTIMATED REVENUES		60,000	60,000	60,175	0.29
APPROPRIATIONS					
Dept 000					
535-000-800.00	CONTRACTED SERVICES	54,000	54,000	54,000	
535-000-815.30	ADMINISTRATION FEES	1,000	1,000	1,175	17.50
535-000-815.40	ADMINISTRATION FESS (NMHSA)	5,000	5,000	5,000	
535-000-957.00	MISCELLANEOUS-CDBG HSING GRANT				
Totals for dept 000 -		60,000	60,000	60,175	0.29
Dept 111 - HISTORY (PAYROLL INS/FRINGE)					
535-111-719.00	MEDICARE				
535-111-724.00	RETIREMENT - COUNTY SHARE				
535-111-725.01	F.I.C.A. - SOCIAL SECURITY				
Totals for dept 111 - HISTORY (PAYROLL INS/FRINGE)					
TOTAL APPROPRIATIONS		60,000	60,000	60,175	0.29
NET OF REVENUES/APPROPRIATIONS - FUND 535					
BEGINNING FUND BALANCE		795,156	795,156	795,156	
ENDING FUND BALANCE		795,156	795,156	795,156	

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
569-000-691.00	BUDGETED USE OF FUND BALANCE	1,000	1,000	1,000	
569-000-699.00	TRANSFER IN				
Totals for dept 000 -		1,000	1,000	1,000	
TOTAL ESTIMATED REVENUES		1,000	1,000	1,000	
APPROPRIATIONS					
Dept 000					
569-000-721.00	PER DIEM	400	400	400	
569-000-727.00	OFFICE SUPPLIES	100	100	100	
569-000-800.00	CONTRACTED SERVICES	400	400	400	
569-000-860.00	TRAVEL	100	100	100	
569-000-967.00	PROJECT EXPENSES				
569-000-995.09	TRANSFER TO ANOTHER FUND				
Totals for dept 000 -		1,000	1,000	1,000	
TOTAL APPROPRIATIONS		1,000	1,000	1,000	
NET OF REVENUES/APPROPRIATIONS - FUND 569					
BEGINNING FUND BALANCE		5,144	5,144	5,144	
ENDING FUND BALANCE		5,144	5,144	5,144	

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DB: Benzie

BUDGET REPORT FOR BENZIE COUNTY  
Fund: 595 COMMISSARY/CONCESSION FUND-JAIL

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GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
595-000-604.00	CHARGE FOR SERVICES	8,000	8,000	8,000	
595-000-691.00	BUDGETED USE OF FUND BALANCE				
Totals for dept 000 -		8,000	8,000	8,000	
TOTAL ESTIMATED REVENUES		8,000	8,000	8,000	
APPROPRIATIONS					
Dept 000					
595-000-800.00	CONTRACTED SERVICES	8,000	8,000	8,000	
Totals for dept 000 -		8,000	8,000	8,000	
TOTAL APPROPRIATIONS		8,000	8,000	8,000	
NET OF REVENUES/APPROPRIATIONS - FUND 595					
BEGINNING FUND BALANCE		1,429	1,429	1,429	
ENDING FUND BALANCE		1,429	1,429	1,429	

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BUDGET REPORT FOR BENZIE COUNTY  
Fund: 616 TREASURER'S TAX ADMINISTRATION FUND

Page: 61/62

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
616-000-620.00	ADMINISTRATION FEES				
616-000-691.00	BUDGETED USE OF FUND BALANCE	10,000	10,000	10,000	
616-000-699.00	TRANSFER IN				
Totals for dept 000 -		10,000	10,000	10,000	
TOTAL ESTIMATED REVENUES		10,000	10,000	10,000	
APPROPRIATIONS					
Dept 000					
616-000-967.00	PROJECT EXPENSES	10,000	10,000	10,000	
Totals for dept 000 -		10,000	10,000	10,000	
TOTAL APPROPRIATIONS		10,000	10,000	10,000	
NET OF REVENUES/APPROPRIATIONS - FUND 616					
BEGINNING FUND BALANCE		52,160	52,160	52,160	
ENDING FUND BALANCE		52,160	52,160	52,160	

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 DB: Benzie

BUDGET REPORT FOR BENZIE COUNTY  
 Fund: 721 LIBRARY PENAL FINE FUND

Page: 62/62

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2023-24 APPROVED BUDGET	2023-24 APPROVED % CHANGE
ESTIMATED REVENUES					
Dept 000					
721-000-665.00	INTEREST ON DEPOSITS	250	250	1,100	340.00
721-000-691.00	BUDGETED USE OF FUND BALANCE		500		
	Totals for dept 000 -	250	750	1,100	340.00
TOTAL ESTIMATED REVENUES		250	750	1,100	340.00
APPROPRIATIONS					
Dept 000					
721-000-957.00	MISC - DISBURSE INTEREST	250	750	1,100	340.00
	Totals for dept 000 -	250	750	1,100	340.00
TOTAL APPROPRIATIONS		250	750	1,100	340.00
NET OF REVENUES/APPROPRIATIONS - FUND 721					
	BEGINNING FUND BALANCE	4,186	4,186	4,186	
	ENDING FUND BALANCE	4,186	4,186	4,186	
ESTIMATED REVENUES - ALL FUNDS		39,525,818	42,506,059	49,454,828	
APPROPRIATIONS - ALL FUNDS		39,383,347	42,363,590	49,454,828	
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		142,471	142,469		
BEGINNING FUND BALANCE - ALL FUNDS		20,596,575	20,596,575	20,596,575	
ENDING FUND BALANCE - ALL FUNDS		20,739,046	20,739,044	20,596,575	(0.69)



# BENZIE COUNTY ELECTED/FULL-TIME EMPLOYEE ROSTER 2022/2023

Dept	Employee Name	Title	Group/Union	Pay-Type
101	Robert Roelofs	CHAIR/Commissioner	ELECTED	Salary
101	Rhonda Nye	Vice Chair/Commissioner	ELECTED	Salary
101	Karen Cunningham	Commissioner	ELECTED	Salary
101	Art Jeannot	Commissioner	ELECTED	Salary
101	Evan Warsecke	Commissioner	ELECTED	Salary
101	Gary Sauer	Commissioner	ELECTED	Salary
101	Tim Markey	Commissioner	ELECTED	Salary
286	John D. Mead	85th District Court/ Probate Court Judge	ELECTED	Salary
286	Walter Armstrong	Magistrate/Deputy Court Administrator	NON-UNION	Salary
286	Kimberly D. Nowak	Probate Register/Court Administrator	NON-UNION	Salary
286	Lisa Kenner	Probation Officer/Collections/Clerk	NON-UNION	Salary
286	Amanda O'Brien	Court Reporter/Assistant Magistrate	NON-UNION	Salary
286	Kimberly Long-Miller	Criminal Clerk/Deputy Probate Register	NON-UNION	Hourly
286	VACANT	Probate/District Court Clerk	NON-UNION	Hourly
172	Katie Zeits	County Administrator	CONTRACT	Salary
172	Jackie Palfey	HR Manager	NON-UNION	Salary
172	Rose Roelofs	Executive Assistant	NON-UNION	Hourly
215	Tammy Bowers	County Clerk	ELECTED	Salary
215	Kimberly Childs	Chief Deputy Clerk	NON-UNION	Hourly
215	Allie Baker	Deputy Clerk	NON-UNION	Hourly
215	Lori Cline	Deputy Clerk	NON-UNION	Hourly
215	Ashley Steed	Deputy Clerk	NON-UNION	Hourly
295	Richard Bayer	Airport Authority Administrator	NON-UNION	Salary
228	Jesse Zylstra	Solid Waste/Recycling Coordinator	NON-UNION	Salary
253	Michelle Thompson	Treasurer	ELECTED	Salary
253	Kelly Long	Chief Deputy Treasurer	NON-UNION	Hourly
253	Cara Fries	Deputy Treasurer	NON-UNION	Hourly
257	Brianne Lindsay	Equalization Director	NON-UNION	Salary
257	Patricia Plont	Department Secretary	NON-UNION	Hourly
257	Cheryl Ryan	Department Secretary	NON-UNION	Hourly
265	Ricky Morris	Maintenance Coordinator	POAM	Hourly
265	Kenneth Bos	Maintenance Coordinator (Jail)	POAM	Hourly
296	Sara Swanson	County Prosecutor	ELECTED	Salary
296	Amanda Craig	Chief Assistant Prosecutor	NON-UNION	Salary
296	David Engler	Assistant Prosecutor	NON-UNION	Salary
296	Karen Mallon	Victim Advocate	NON-UNION	Hourly
296	Sonya Potts	Prosecutor Office Secretary	NON-UNION	Hourly
711	Paula Eberhart	Registrar	ELECTED	Salary
711	Isabelle R Kaskinen	Chief Deputy Registrar	NON-UNION	Hourly
711	Ashlee Cline	Department Secretary	NON-UNION	Hourly
442	Edward Hoogterp	Drain Commissioner	ELECTED	Salary
713	John Smendzuik	Surveyor	ELECTED	Salary
Dept	Employee Name	Title	Group/Union	Pay-Type
293	Karen Korolenko	Director of Veterans Affairs	NON-UNION	Salary
301	Kyle Rosa	Sheriff	ELECTED	Salary

301	Gregory Hubers	Undersheriff	NON-UNION	Salary
301	Suzanne Mills	Sheriff's Administrative Assistant	NON-UNION	Hourly
301	Cody Kastl	Road Lieutenant	COAM ROAD COMMAND	Hourly
301	Joseph Send	Road Sergeant	COAM ROAD COMMAND	Hourly
301	Troy Packard	Road Sergeant	COAM ROAD COMMAND	Hourly
301	Kirk Parker	Road Sergeant	COAM ROAD COMMAND	Hourly
301	Marty Makowski	Road Patrol Deputy	FOPLC DEPUTY	Hourly
301	James Kosiboski	Road Patrol Deputy	FOPLC DEPUTY	Hourly
301	Marty Blank	Road Patrol Deputy	FOPLC DEPUTY	Hourly
301	Josh Rubin	Road Patrol Deputy	FOPLC DEPUTY	Hourly
301	Brandon Ismiel	Road Patrol Deputy	FOPLC DEPUTY	Hourly
301	Ryan Dumond	Road Patrol Deputy	FOPLC DEPUTY	Hourly
301	Robert McLatchie	Mental Health Officer	FOPLC DEPUTY	Hourly
301	Morgan Cook	Road Patrol Deputy	FOPLC DEPUTY	Hourly
301	David Suhy	Road Patrol Deputy	FOPLC DEPUTY	Hourly
301	Lisa Cole	Detective Bureau Secretary	POAM	Hourly
265	Stephanie Homan	TNT OFFICER	FOPLC DEPUTY	Hourly
236	Suzanne Maul	School Resource Officer	FOPLC DEPUTY	Hourly
236	Matthew McKinley	School Resource Officer	FOPLC DEPUTY	Hourly
333	Mitchell Smith	Secondary Road Patrol Deputy	FOPLC DEPUTY	Hourly
325	Cory Ellis	911 Central Dispatch Director	NON-UNION	Salary
325	Michael Draeger	Deputy Director/Dispatch Supervisor	NON-UNION	Hourly
325	Christa Ketz	Emergency Communication Specialist	POAM ECS	Hourly
325	Dusti Roush	Emergency Communication Specialist	POAM ECS	Hourly
325	Dayton Pfoost	Emergency Communication Specialist	POAM ECS	Hourly
325	Donna Stevens	Emergency Communication Specialist	POAM ECS	Hourly
325	Janet Engler	Emergency Communication Specialist	POAM ECS	Hourly
325	Elyssa R. Magnan	Emergency Communication Specialist	POAM ECS	Hourly
325	VACANT	Emergency Communication Specialist	POAM ECS	Hourly
325	VACANT	Emergency Communication Specialist	POAM ECS	Hourly
351	Daniel Smith	Jail Administrator/ Lieutenant	COAM CORRECTIONS COMMAND	Hourly
351	Linda Nemeth	Administrative Clerk	POAM	Hourly
351	Kristie Fortine	Sergeant	COAM CORRECTIONS COMMAND	Hourly
351	Carissa Pike	Sergeant	COAM CORRECTIONS COMMAND	Hourly
351	Dalton Cooper	Sergeant	COAM CORRECTIONS COMMAND	Hourly
351	Ella Simmons	Sergeant	COAM CORRECTIONS COMMAND	Hourly
351	Louis Johnson	Corrections Officer	POAM CORRECTIONS	Hourly
351	Shana Skaggs	Corrections Officer	POAM CORRECTIONS	Hourly
351	Trisha Draeger	Corrections Officer	POAM CORRECTIONS	Hourly
351	Chris Codden	Corrections Officer	POAM CORRECTIONS	Hourly
351	Richard Beilfuss	Corrections Officer	POAM CORRECTIONS	Hourly
351	Trinity Gonzalez	Corrections Officer	POAM CORRECTIONS	Hourly
351	Michael Bender	Corrections Officer	POAM CORRECTIONS	Hourly
351	VACANT	Corrections Officer	POAM CORRECTIONS	Hourly
351	VACANT	Corrections Officer	POAM CORRECTIONS	Hourly
351	VACANT	Corrections Officer	POAM CORRECTIONS	Hourly
426	Rebecca Hubers	Emergency Management Director	NON-UNION	Salary
430	Kyle Maurer	Animal Control Director	NON-UNION	Salary
430	Megan Bock	Animal Shelter Attendant	NON-UNION	Hourly

Dept	Employee Name	Title	Group/Union	Pay-Type
655	Thomas King	EMS Director	NON-UNION	Salary
651	Courtney Karafa	Full-Time EMS_ALS	POAM EMS	Hourly
651	Brooke Taylor	Full-Time EMS_ALS	POAM EMS	Hourly
655	Sam Miller	Full-Time EMS_Paramedic	POAM EMS	Hourly
655	Matthew Durand	Full-Time EMS_Paramedic	POAM EMS	Hourly
655	Ryan Leonard	Full-Time EMS_Paramedic	POAM EMS	Hourly
655	Lenny Merrill	Full-Time EMS_Paramedic	POAM EMS	Hourly

655	William Johnson	Full-Time EMS_Paramedic	POAM EMS	Hourly
655	Kent Adams	Full-Time EMS_Paramedic	POAM EMS	Hourly
655	Calvin Dennis	Full-Time EMS_Paramedic	POAM EMS	Hourly
655	Ryan Strom	Full-Time EMS_Paramedic	POAM EMS	Hourly
655	Rose Serzanin	Full-Time EMS_Paramedic	POAM EMS	Hourly
655	Chris Parrish	Full-Time EMS_Paramedic	POAM EMS	Hourly
655	Matthew Delzio	Full-Time EMS_Paramedic	POAM EMS	Hourly
655	Marc Orth	Full-Time EMS_Paramedic	POAM EMS	Hourly
655	Amanda Brown	Full-Time EMS_Paramedic	POAM EMS	Hourly

## APPENDIX “A”

### ELECTED OFFICIALS

#### 2023/2024 FISCAL YEAR SALARIES

A motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to set the salaries of the Benzie County Elected Officials for the Fiscal Year of 2023/2024 (beginning October 1, 2023) as follows:

Commissioners:

Board Chairman	\$ 7,029.00
Vice Chairman	\$ 6,514.00
Board Members	\$ 5,789.00
Probate/District Court Judge	\$ 177,197.40
Prosecuting Attorney	\$ 111,946.56
Sheriff	\$ 69,483.81
Clerk	\$ 67,583.98*
Treasurer	\$ 67,703.98*
Register of Deeds	\$ 67,793.99*
Drain Commissioner	\$ 2,460.00
Surveyor	\$ 1,230.00

I, Tammy Bowers, Benzie County Clerk, Government Center, Beulah, Michigan, do hereby certify that the foregoing is a true and exact copy of the motion adopted by the Benzie County Board of Commissioners, Government Center, Beulah, Michigan on \_\_\_\_\_.

\*Includes longevity.

*Note: Salary amounts above do not include meeting per diems, travel mileage, or fringe benefits*

## APPENDIX “B”

### APPOINTED OFFICIALS

2023/2024 FISCAL YEAR WAGES/SALARIES  
(Beginning October 1, 2023)

Probate Register/Court Administrator	\$ 62,087.94**
Magistrate/Deputy Court Administrator	\$ 56,347.52
Criminal Clerk/Deputy Probate Register	\$ 40,480.96
Court Reporter/Assistant Magistrate	\$ 41,703.90
Probation Officer/Collections/Clerk	\$ 48,776.26
District/Probate Court Clerk	\$ 35,940.74
County Administrator	\$ 80,620.00
Human Resources Manager	\$ 65,280.00
Executive Assistant	\$ 23.48/hr
Chief Deputy Clerk	\$ 24.81/hr
Chief Deputy Treasurer	\$ 24.81/hr plus \$800**
Chief Deputy Registrar	\$ 24.81/hr + \$1.00/hr*
Equalization Director	\$ 60,180.00
Chief Assistant Prosecutor	\$ 83,996.81
Assistant Prosecutor	\$ 74,810.00
911 Central Dispatch Director	\$ 60,180.00
Deputy Director/Dispatch Supervisor	\$ 25.82/hr
Undersheriff	\$ 67,360.71
Sheriff's Administrative Assistant	\$ 20.01/hr
Emergency Medical Service Director	\$ 69,639.94
Emergency Management Director	\$ 64,366.98
Solid Waste/Recycling Coordinator	\$ 45,233.90
Animal Control Director	\$ 50,813.15
Veterans Coordinator	\$ 55,120.00
Airport Authority Administrator	\$ 42,000.00

The salaries/wages are compensation for full-time non-union professional and/or managerial responsibilities for the respective positions. Time sheets must be submitted in order to receive a paycheck.

\*\*Longevity amounts are assigned by employees hired on or before July 1, 2011

\* Additional \$1.00 per hour is for processing passports.

*Note: Salary/wage amounts above do not include any overtime, paid-time-off payouts, or fringe benefits*

# APPENDIX “C”

## PER DIEM AND MILEAGE REPORT

2023/2024 FISCAL YEAR

COMMITTEE	PER DIEM	MILEAGE	AUTHORIZED BY STATUTE OR COUNTY BOARD	PAID BY	FUND
Benzie County Economic Development	No	No			
Betsie Valley Trail Mgt. Council	No	No			
Board of Canvassers	Yes	Yes	Statute	County	101
Brownfield Redevelopment Authority	No	Yes	Statute	County	243
Building Authority	Yes	Yes	By-laws	County	101 to 569
Dept. of Health & Human Services	Yes	Yes		County	101
Emergency Planning (LEPC)	No	No			
Jury Board	Yes	Yes	Statute	County	101
Land Bank Authority	No	Yes	Statute	County	241
MAC Workman’s Comp Board	Yes	Yes		MAC	101
Mental Health Board	Yes	Yes	Statute	Mental Health	101
Natural Scenic Rivers	No	No	Statute		
Parks & Recreation Commission	Yes	Yes	County Board	County	101
Plat Board	Yes	Yes	Statute	County	101
Benzie/Leelanau Public Health Board	Yes	Yes	Statute	Public Health	
Public Health Board of Appeals	Yes	Yes	Statute	Public Health	
Veterans Affairs Committee	Yes	Yes	Statute	County	293
Solid Waste Advisory	Yes	Yes		County	228
Veterans Trust Fund, Benzie County	No	Yes			293
Zoning Board of Appeals	Yes	Yes		County	101

Per diem and mileage are authorized for entities set by statute or have independent decision-making capability, if authorized by the Board of Commissioners. ***Per diem and mileage are not authorized for entities that are generally advisory in nature to the Board of Commissioners.***

Effective 1/5/2021 – Per Diem will be set at \$40.00 for each meeting four hours or less, meetings lasting longer than four hours will be considered two meetings (\$80.00) and after eight hours will be considered three meetings (\$125.00).

## 2023 Tax Rate Request (This form must be completed and submitted on or before September 30, 2023)

### MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes <b>Benzie</b>	2023 Taxable Value of ALL Properties in the Unit as of 5-22-2023 <b>1,642,783,250</b>
Local Government Unit Requesting Millage Levy <b>Benzie County - Page 1</b>	For LOCAL School Districts: 2023 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2023 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2022 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2023 Current Year "Headlee" Millage Reduction Fraction	(7) 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Fixed	Operating	08/1982	5.2900	3.3378	1.0000	3.3378	1.0000	3.3378	3.3378		Indefinite
X-Voted	ALS	08/2022	0.8000	0.8000	1.0000	0.8000	1.0000	0.8000		0.8000	12/2024
X-Voted	Anml Op.	08/2022	0.1400	0.1400	1.0000	0.1400	1.0000	0.1400		0.1400	12/2025
X-Voted	Cons Dist	08/2022	0.1222	0.1222	1.0000	0.1222	1.0000	0.1222		0.1222	12/2029
X-Voted	Jail	08/2020	0.9000	0.8749	1.0000	0.8749	1.0000	0.8749		0.0000	12/2023
X-Voted	Jail	08/2022	1.2660	1.2660	1.0000	1.2660	1.0000	1.2660		1.2660	12/2023
X-Voted	MCF	08/2022	0.3626	0.3626	1.0000	0.3626	1.0000	0.3626		0.3626	12/2025
X-Voted	MCF Bond	11/2010	0.6350	0.6350	N/A	N/A	N/A	0.6350		0.3720	12/2029

Prepared by <b>Brianne Lindsay</b>	Telephone Number <b>(231) 882-0015</b>	Title of Preparer <b>Equalization Director</b>	Date <b>08/29/2023</b>
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**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input checked="" type="checkbox"/> Clerk	Signature	Print Name	Date
<input type="checkbox"/> Secretary		<b>Tammy Bowers</b>	
<input checked="" type="checkbox"/> Chairperson	Signature	Print Name	Date
<input type="checkbox"/> President		<b>Bob Roelofs</b>	

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

\*\* **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

**Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2023 for instructions on completing this section.**

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	



## 2023 Tax Rate Request (This form must be completed and submitted on or before September 30, 2023)

### MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

Carefully read the instructions on page 2.

County(ies) Where the Local Government Unit Levies Taxes <b>Benzie</b>	2023 Taxable Value of ALL Properties in the Unit as of 5-22-2023 <b>1,642,783,250</b>
Local Government Unit Requesting Millage Levy <b>Benzie County - Page 2</b>	For LOCAL School Districts: 2023 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2023 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2022 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2023 Current Year "Headlee" Millage Reduction Fraction	(7) 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
X-Voted	TNT Op	08/2022	0.1000	0.1000	1.0000	0.1000	1.0000	0.1000		0.1000	12/2025
X-Voted	COA	08/2020	0.8500	0.8177	1.0000	0.8177	1.0000	0.8177		0.8177	12/2024
X-Voted	Res Officer	08/2022	0.1800	0.1800	1.0000	0.1800	1.0000	0.1800		0.0550	12/2027
Levy	VETS	09/2023	0.1000	0.1000	N/A	N/A	N/A	0.1000		0.0750	12/2023

Prepared by <b>Brianne Lindsay</b>	Telephone Number <b>(231) 882-0015</b>	Title of Preparer <b>Equalization Director</b>	Date <b>08/29/2023</b>
---------------------------------------	-------------------------------------------	---------------------------------------------------	---------------------------

**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input checked="" type="checkbox"/> Clerk	Signature	Print Name	Date
<input type="checkbox"/> Secretary		<b>Tammy Bowers</b>	
<input checked="" type="checkbox"/> Chairperson	Signature	Print Name	Date
<input type="checkbox"/> President		<b>Bob Roelofs</b>	

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**\*\* IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

**Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2023 for instructions on completing this section.**

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

Capital Projects/Expenditures - 5 Year Plan						
***This plan does not constitute project or purchase approval. All projects and purchase need individual approval by the Board of Commissioners.***						
General Fund	FY 23/24	FY 24/25	FY25/26	FY26/27	FY27/28	Total
Security/Emergency:						
Card Door Access System (2 doors/year)	\$ 6,000.00	\$ 6,000.00				\$ 12,000.00
Service Counter Security Glass (Equalization)	\$ -	\$ 13,000.00				\$ 13,000.00
						\$ -
Building/Grounds:						\$ -
Court room upgrades (carpet, seating)	\$ 40,000.00	\$ -				\$ 40,000.00
Multi-stall restroom remodel, including doors	\$ 10,000.00					\$ 10,000.00
Carpeting, court hallway, room 206, hallway to admin	\$ 25,000.00					\$ 25,000.00
Governmental Center roof evaluation	\$ 25,000.00	\$ -				\$ 25,000.00
Ceiling repairs and tile replacement	\$ -	\$ 30,000.00				
Governmental Center sidewalks, stairs, railings, etc, including stairs to Sheriff's Office	\$ 100,000.00					\$ 100,000.00
Governmental Center wood refinishing		\$ 15,000.00				\$ 15,000.00
Parole Office Renovation	\$ 100,000.00	\$ -				\$ 100,000.00
Equalization/Planning Remodel			\$ 30,000.00			\$ 30,000.00
Roof Top Units	\$ 44,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00		\$ 314,000.00
Vault Storage		\$ 20,000.00				
						\$ -
Emergency Mgt:						\$ -
						\$ -
						\$ -
						\$ -
Sheriff's Department:						\$ -
Pole Barn				\$ 75,000.00		\$ 75,000.00
Generator (lesser replaces current function \$63,000, high cost covers entire main level function \$117,000) - cost share with Jail	\$ 43,500.00					
Rear employee entrance door (22/23 needs to be done)	\$ 15,500.00					\$ 15,500.00
Technology:						\$ -
Board of Commissioners technology upgrade, ipads, agenda mgmt	\$ -		\$ 25,000.00			\$ 25,000.00
						\$ -
Total General Fund	\$ 409,000.00	\$ 174,000.00	\$ 145,000.00	\$ 165,000.00	\$ -	
Special Millage Funds	FY 23/24	FY 24/25	FY25/26	FY26/27	FY27/28	Total
Jail:						
Replacement of rooftop units (5)				\$ 40,000.00	\$ 40,000.00	\$ 80,000.00
Exterior Door - Jail Kitchen (C-14C)	\$ 25,500.00					\$ 25,500.00
Generator (lesser replaces current function \$63,000, high cost covers entire main level function \$117,000)	\$ 73,500.00	\$ -				
Replace boiler room pump & motor	\$ -	\$ 14,000.00				\$ 14,000.00
Replace air exhaust system, kitchen	\$ -	\$ 20,000.00				\$ 20,000.00
Replace Interior Pod Doors (E01A & E01B)	\$ 5,000.00	\$ -				\$ 5,000.00
Sallyport Overhead Door	\$ 6,000.00					
Replace Head In Server Room			\$ 10,000.00			
Total Jail	\$ 110,000.00	\$ 34,000.00	\$ -	\$ 40,000.00	\$ 40,000.00	
911:						
Radio Tower Upgrade	\$ 2,900,000.00		.	\$ -		\$ 2,900,000.00
Emergency Medical Dispatch	\$ 33,000.00					
Total 911	\$ 2,900,000.00	\$ -	\$ -	\$ -	\$ -	
EMS:						
Heart Monitors (replace every 7 years)			\$ 150,000.00	\$ -		\$ 150,000.00
Furnace/AC for Station 2	\$ 10,000.00					\$ 10,000.00
Flooring for Station 2	\$ 9,000.00					
New Frankfort EMS station		\$ 250,000.00				\$ 250,000.00
Total EMS	\$ 19,000.00	\$ 250,000.00	\$ 150,000.00	\$ -	\$ -	
Animal Control:						
Update dog living area in shelter		\$ 80,000.00				\$ 80,000.00
Camera Security System		\$ -	\$ 15,000.00			\$ 15,000.00
Front Door Replacement	\$ -	\$ 10,000.00				\$ 10,000.00
Parking Lot Resurfacing			\$ 20,000.00			\$ 20,000.00
Replace backup cat kennels				\$ 20,000.00		\$ 20,000.00
Generator Replacement			\$ 20,000.00			\$ 20,000.00
Vehicle					\$ 75,000.00	\$ 75,000.00
Rear Door Replacement		\$ 10,000.00				\$ 10,000.00
Total Animal Control	\$ -	\$ 100,000.00	\$ 45,000.00	\$ 20,000.00	\$ 75,000.00	\$ 250,000.00
TNT:						
	\$ -					\$ -
Total TNT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Solid Waste/Recycling:						
Total Solid Waste/Recycling	\$ -	\$ -	\$ -	\$ -	\$ -	
SRO:						
Tru-Narc Device (for identifying drugs)	\$ 30,000.00		\$ -			
Total SRO	\$ 30,000.00		\$ -		\$ -	
Snowmobile						
Trailer	\$ 12,000.00		\$ -			
Total Snowmobile	\$ 12,000.00		\$ -		\$ -	
Total for Fiscal Year	\$ 3,468,000.00	\$ 558,000.00	\$ 340,000.00	\$ 225,000.00	\$ 115,000.00	

ARPA Capital Projects/Expenditures - 5 Year Plan						
***This plan does not constitute project or purchase approval. All projects and purchase need individual approval by the Board of Commissioners.***						
All projects	FY 23/24	FY 24/25	FY25/26	FY26/27 (10/1-12/31)	Total	Completed
Security/Emergency:						
Parking Lot Lighting	\$ 10,000.00	\$ -			\$ 10,000.00	
Doors and security swipers	\$ -				\$ 35,000.00	
					\$ -	
Building/Grounds:					\$ -	
Court Room Doors/Foyer	\$ -	\$ -			\$ 35,000.00	2023
Judge's bathroom remodel			\$ 5,000.00		\$ 5,000.00	
Governmental Center Window Replacement		\$ 100,000.00			\$ 100,000.00	
Governmental Center sign replacement		\$ 20,000.00			\$ 20,000.00	
Prosecutor's Office waiting room/work station			\$ 20,000.00		\$ 20,000.00	
Sheriff's Office/EOC/911 Expansion (ARPA, CARES, FB, DTRF)	\$ -				\$ 455,000.00	
Wayfinding and Building Signage			\$ 455,000.00		\$ 455,000.00	
Emergency Mgt:					\$ -	
					\$ -	
					\$ -	
Sheriff's Department:					\$ -	
Resurface Parking Lot	\$ 100,000.00				\$ 100,000.00	
					\$ -	
Technology:					\$ -	
Judicial Software		\$ 30,300.00			\$ 30,300.00	
Digitization	\$ 65,000.00					
Jail:						
		\$ -			\$ -	
911:						
Radio Tower Upgrade	\$ 350,000.00		.	\$ -	\$ 350,000.00	
EMS:						
Animal Control:						
Relocation of outside Kennel Yard	\$ 30,000.00				\$ 30,000.00	
Village Water & Sewer	\$ 30,000.00				\$ 30,000.00	
TNT:						
	\$ -				\$ -	
Total TNT	\$ -	\$ -	\$ -	\$ -	\$ -	
Solid Waste/Recycling:						
Recycling Location lighting and cameras		\$ 25,000.00			\$ 25,000.00	
Recycling Facility					\$ 150,000.00	
SRO:						
			\$ -			
Total for Fiscal Year	\$ 585,000.00	\$ 175,300.00	\$ 480,000.00	\$ -	\$ 1,850,300.00	

Vehicle Replacement Plan - 5 Year Plan									
***This plan does not constitute project or purchase approval. All projects and purchase need individual approval by the Board of Commissioners.***									
General Fund	Year	Mileage as of 7/23	FY 23/24	FY 24/25	FY25/26	FY26/27	FY27/28	FY28/29	Total
Building/Grounds:									\$ -
Dodge Ram 2500 (2272)	2009					\$ 60,000.00			\$ 60,000.00
Emergency Mgt:									
Ford Cutaway Van Command Center (6915)	1999	8,191			\$ 100,000.00				
Sheriff's Department:									\$ -
Ford F150 (1457)	2016	64212							
Dodge Truck (1992)	2017	102,000							
Journey 2 – DB 1152)	2017	86,043							
15-2 Dodge Journey (6725)	2015	89,936							
14-1 Tahoe (3630)	2014	109,135							
16-1 Ford Explorer (2348) - parked	2016	126,655							
17-1 Charger (3863)	2017	104,686	\$ 60,000.00						
18-1 Charger (0255)	2018	111,976	\$ 60,000.00						
18-2 Charger (9574)	2018	96,831							
19-1 Charger (7198)	2019	83,278							
19-4 Charger (0694)	2019	83,843							
20-1 Durango (8060)	2020	51,634							
20-2 Durango (1654)	2020	56,128							
21-1 Charger (6023)	2021	63,123							
21-2 Charger (0869)	2021	28,349							
21-3 Charger (9256)	2021	39,217							
21-4 Durango (4833)	2021	23,216							
22-1 Durango (6324)	2022	11,317							
23-2 Durango (4526)	2023	39							\$ -
23-3 Durango (4527)	2023	43		\$ -					
									\$ -
Total General Fund			\$ 120,000.00	\$ -	\$ 100,000.00	\$ 60,000.00	\$ -		\$ 280,000.00
Special Millage Funds			FY 23/24	FY 24/25	FY25/26	FY26/27	FY27/28		Total
Jail:									
14-6 Grand Caravan (7635)	2014	87,406	\$ -	\$ 60,000.00					
17 Grand Caravan (1875)	2017	56,344	\$ -	\$ -	\$ 60,000.00				\$ 60,000.00
Total Jail			\$ -	\$ -	\$ 60,000.00	\$ -	\$ -		\$ 60,000.00
EMS:									
Ford Ambulance (8270) A-33	2017	239,583	\$ -	\$ -	\$ 228,000.00		\$ -		\$ -
Ford Ambulance (8956) B-21	2017	196,738			\$ -	\$ 228,000.00			
Ford Ambulance (8140) B-32	2013	192,008	\$ 224,000.00						
Ford Ambulance (1276) B-31	2021	159,989					\$ 230,000.00		
Ford Ambulance (8183) B-23	2021	56,137					\$ -	\$ 230,000.00	
Chevrolet Director Echo Unit (6846) R-61	2015	95,506		\$ 80,000.00					\$ -
Total EMS			\$ 224,000.00	\$ 80,000.00	\$ 228,000.00	\$ 228,000.00	\$ 230,000.00	\$ 230,000.00	\$ -
Animal Control:									
Chevrolet Tahoe (4189)	2022	9,380	\$ -	\$ -			\$ 65,000.00		\$ 65,000.00
Total Animal Control			\$ -	\$ -	\$ -	\$ -	\$ 65,000.00		\$ 65,000.00
TNT:									
19-3 Durango (1894)	2019	95,852	\$ 60,000.00	\$ -					\$ 60,000.00
Total TNT			\$ 60,000.00	\$ -	\$ -	\$ -	\$ -		\$ 60,000.00
SRO:									
23-1 Durango (8731)	2023	95			\$ -				
18-3 Durango (5091)	2018	82,845			\$ 65,000.00				

Total SRO			\$ -	\$ -	\$ 65,000.00	\$ -	\$ -	\$ -	
Solid Waste/Recycling:									
Ford F150 (9642)	2016				\$ 60,000.00	\$ -	\$ -		\$ 60,000.00
Total Solid Waste/Recycling			\$ -		\$ 60,000.00	\$ -	\$ -		\$ 60,000.00
Total for Fiscal Year			\$ 404,000.00	\$ 80,000.00	\$ 513,000.00	\$ 288,000.00	\$ 295,000.00	\$ 230,000.00	\$ 525,000.00



## **BENZIE COUNTY 2023– 2024 GENERAL APPROPRIATION ACT AND BUDGET**

Pursuant to Act 2 PA 1968, as amended, the County must adopt a general appropriation act and budget for the General Fund and all Special Revenue Funds. This general appropriation act and attached budget is adopted to comply with those provisions.

### **Public Hearing**

Pursuant to MCLA 141.412 and .413, notice of a public hearing to be held on September 12, 2023, on the proposed budget was published in the Benzie County Record Patriot, a newspaper of general circulation on August 16, 2023. The budget was available for the public review at the Benzie County Government Center and the Benzie County website, [www.benzieco.net](http://www.benzieco.net).

### **Chief Administrative Officer**

The County Administrator is designated as the Chief Administrative Officer, as that term is defined in Act 2 PA 1968, as amended. The Chief Administrative Officer, along with the members of the Board of Commissioners, works in partnership with County Elected Officials, and Department Heads when developing the budget. Once the budget is approved, the Administrator works with staff if amendments are needed.

### **Budget Amendments**

In accordance with section 17 of Act 2 PA 1968, as amended, budget amendments shall be presented to the Board of Commissioners at such time as it is determined that there may be expenditures in excess of the appropriation, or revenue shortfalls.

### **Benzie County Millage Rates**

The Benzie County Board of Commissioners, for the purpose of the Truth in Taxation Budgeting Act, does hereby authorize to be levied for the 2023 tax year (FY 2023-24), a total County levy of 7.4483 mills for purposes of operations and authorized debt services, as summarized below:

Benzie County General Operating	3.3378	General government operations
Jail Operation	1.2660	Jail operations and maintenance
Emergency Medical Services	.8000	Advanced life support/ambulances
Veterans Services	.0750	Assistance to veterans
Commission on Aging	.8177	Services to aging citizens
Conservation District	.1222	Conservation District
TNT Officer	.1000	TNT Officer
School & Youth Resource Officer	.0550	School & Youth Resource Officers



Road Commission	To be Voted On Nov. 2023	Road operations, repair & equipment
Medical Care Facility	.3626	Medical Care Facility
Medical Care Debt	.3720	MCF debt levy for expansion project;
Animal Control Operations	.1400	Animal Control Operations

This represents the total number of 7.4483 mills of ad valorem property taxes to be levied and the purpose for which that millage is to be levied. This complies with the “Truth in Budgeting Act.” The general operating levied mills is lower in the previous tax year because it has been reduced due to a Headlee rollback.

The Board of Commissioners further resolves to adopt the FY 2023/2024 General Fund Operating Budget at a total of \$8,587,491 and a FY 2023/2024 Supplemental Fund Budget totaling \$44,793,643, for a total all fund budget of \$53,381,134.

### **Level of Adoption and Control**

The FY 2023/2024 budget has been prepared at the revenue/expense level, by source and line item, by activity (department) and by function. The adopted budget level is on a fund and activity basis for the General Fund and a fund basis for all other funds, subject to all County policies regarding the expenditure of funds, and the conditions set forth in this resolution. The Administrator/Finance Director shall monitor each department within each fund on a line-item basis, with necessary budget amendments (at the activity level) to be submitted to the board as needed.

### **Budget Basis of Accounting**

The FY 2023/2024 Benzie County budgets are hereby adopted on an activity (departmental) basis for the General Fund and on a fund basis for all other funds, as contained in the budget document.

### **Departmental Appropriations to Other Funds**

Departmental appropriations to other funds are to be transferred to those funds on a quarterly basis for the first three quarters of the fiscal year and as needed near the end of the fourth quarter. Additional action by the Board of Commissioners is not required for these transfers.

### **Adherence to County Policies and Procedures**

Funds are appropriated contingent upon compliance with said purchasing procedures and personnel policies adopted by the Board of Commissioners. All County Elected Officials and County Appointed Department Heads shall abide by the purchasing procedures and personnel policies, as adopted and amended by the Board of Commissioners.

### **Approved Position Roster**

The approved employee positions on the Position Roster List contained in the budget shall limit the number of employees who can be employed, and no funds are appropriated for any position or employee not on the Approved Position Roster. Further, there may be a need to increase or

decrease various positions within the budget and/or to impose a hiring freeze and/or impose lay-offs due to unforeseen financial changes. Therefore, the Approved Position Roster may be changed from time to time by the Board. The County Elected Officials and the County Department Heads shall abide by whatever changes are made by the Board, if any, relative to the approved positions and the number of employees stated in the Position Roster.

### **Authorized Positions**

The authorized positions in the Position Roster List contained in each budget by appropriation indicate the authorized maximum number of employees in their respective classifications for that budget. The Board must specifically approve any deviations from this list.

### **Cost Shared Positions**

There are certain positions contained in the Position Roster List that are supported in some part by a grant, cost sharing, childcare reimbursement, or other source of outside funding. These positions are only approved contingent upon the County receiving the budgeted revenues generated by this position. In the event outside funding is not received, or the County is notified that it will not be receiving the expected funding, then said positions shall be considered unfunded and eliminated from the Approved Position Roster List, unless specifically approved by the Board of Commissioners for the position to remain.

### **Appropriations to Non-County Organizations**

Appropriations to Non-County organizations shall be paid in accordance with the provisions of the applicable inter-local agreement or contractual agreement with the organization. Each agreement shall be approved by the Board of Commissioners and be signed by the Board Chairperson. All Non-County organizations that receive appropriations from Benzie County will be subject to the Open Meetings Act and the Freedom of Information Act.

### **Capital Outlay**

Purchases of equipment, furniture, or other fixed assets in excess of \$5,000.00 shall be considered "Capital" and shall be purchased by the Administrator or their designee. Any purchases of this type are to be added to the accounting records in the General Fixed Assets Account Group. Capital must be in compliance with the Benzie County Purchasing Policy.

### **Approval of Payroll**

Payroll is a claim against the County; however, payroll (including all payroll taxes and deductions) may be paid in accordance with collective bargaining agreements. The Board of Commissioners will approve a salary for elected and non-represented employees along with the various bargaining unit agreements. The County's payroll will be processed in accordance with these approvals.

### **Approval of Claims Against the County (Accounts Payable)**

Pursuant to MCL 46.71, all claims (accounts payable) shall be submitted by the County Administrator or their designee on a "List of Claims for Prior Approval" as required by MCL 46.11(q).



The Board of Commissioners shall approve the payments of all financial claims against the County.

### **Payment of Claims Prior to Approval**

In order to take advantage of discounts and avoid finance charges and late fees, or in emergency/time sensitive circumstances or circumstances deemed appropriate, the County Administrator or his/her designee may pay claims prior to the approval of the Board of Commissioners. These payments must be submitted to the Board for approval on a separate "List of Pre-Paid Claims Prior to Approval" by the County Administrator as required by MCL 46.11(q).1.

### **Budget Administrator**

The County Administrator is hereby appointed by the Board of Commissioners as "Budget Administrator" pursuant to the Uniform Budget and Accounting Act, MCLA 141.421 et seq., with power to administer such duties in connection with said budget.

### **Transfer of Monies**

The County Administrator or his/her designee is authorized to transfer monies (make budget adjustments) from one non-personnel related category to another within their own budget as it is deemed necessary.

### **Budget Amendments**

When the Administrator processes budget amendments under the Administrator authorization, the Administrator will submit all budget amendments to the Board of Commissioners at the next regularly scheduled meeting.

### **Specific Fund Balance Policy**

Annually, each Special Revenue Fund should be evaluated to ascertain if the revenue or fund balances have been restricted by State statute, ordinance, resolution, or contract. If the fund balance has been restricted, the specific fund should retain that restricted or earmarked amount. However, if unrestricted, the entire balance may revert to the General Fund or other funds at year-end except for those funds receiving dedicated millage to finance operations.

### **Debt Service Fund**

The general policy for Debt Service Funds is to maintain all cash and investments in the specific fund until the bonds and interest are paid in full. When the bonds are paid in full and residual remains in the fund, such amounts should be transferred to the public improvement fund or to the fund or funding entity from which the primary source of financing for that project originated.

### **Capital Projects Fund**

Construction funds are restricted for a specific purpose, usually, by contract, resolution, or both. If there is any residual in the fund after completion of the construction, it should be either transferred to retire the debt in the corresponding Debt Service Fund, used to expand the scope of the initial project with Board Approval or returned to the funding entity as provided by contract, agreement, or resolution.

**911**

The Benzie County Board of Commissioners hereby authorize a 911 Operating Surcharge be assessed to each 911 service user, a monthly surcharge of up to \$3.00 in a monthly billing of landline, wireless and voice over internet (VOIP) service suppliers within the geographical boundaries of Benzie County to cover the cost of 911 Dispatch Service for FY 2023/2024.

**Recycling/Solid Waste**

The Benzie County Board of Commissioners hereby authorizes a per-household fee of \$25.00 to be charged to each residential parcel for the purposes of providing recycling and solid waste reduction services to residents.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the forgoing resolution and General Appropriations Act. Roll call. Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ .

\_\_\_\_\_  
Bob Roelofs, Chairperson  
Benzie County Board of Commissioners

I, Tammy Bowers, Clerk of the Benzie County Board of Commissioners and Clerk of the County of Benzie, do hereby certify that the above Act was duly adopted by the said Board on \_\_\_\_\_.

\_\_\_\_\_  
Tammy Bowers, Benzie County Clerk

## APPENDIX “A”

### ELECTED OFFICIALS

#### 2023/2024 FISCAL YEAR SALARIES

A motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to set the salaries of the Benzie County Elected Officials for the Fiscal Year of 2023/2024 (beginning October 1, 2023) as follows:

Commissioners:

Board Chairman	\$ 7,029.00
Vice Chairman	\$ 6,514.00
Board Members	\$ 5,789.00
Probate/District Court Judge	\$ 177,197.40
Prosecuting Attorney	\$ 111,946.56
Sheriff	\$ 69,483.81
Clerk	\$ 67,583.98*
Treasurer	\$ 67,703.98*
Register of Deeds	\$ 67,793.99*
Drain Commissioner	\$ 2,460.00
Surveyor	\$ 1,230.00

I, Tammy Bowers, Benzie County Clerk, Government Center, Beulah, Michigan, do hereby certify that the foregoing is a true and exact copy of the motion adopted by the Benzie County Board of Commissioners, Government Center, Beulah, Michigan on \_\_\_\_\_.

\*Includes longevity.

*Note: Salary amounts above do not include meeting per diems, travel mileage, or fringe benefits*

## APPENDIX “B” APPOINTED OFFICIALS

### 2023/2024 FISCAL YEAR WAGES/SALARIES (Beginning October 1, 2023)

Probate Register/Court Administrator	\$ 62,087.94**
Magistrate/Deputy Court Administrator	\$ 56,347.52
Criminal Clerk/Deputy Probate Register	\$ 40,480.96
Court Reporter/Assistant Magistrate	\$ 41,703.90
Probation Officer/Collections/Clerk	\$ 48,776.26
District/Probate Court Clerk	\$ 35,940.74
County Administrator	\$ 80,620.00
Human Resources Manager	\$ 65,280.00
Executive Assistant	\$ 23.48/hr
Chief Deputy Clerk	\$ 24.81/hr
Chief Deputy Treasurer	\$ 24.81/hr plus \$800**
Chief Deputy Registrar	\$ 24.81/hr + \$1.00/hr*
Equalization Director	\$ 60,180.00
Chief Assistant Prosecutor	\$ 83,996.81
Assistant Prosecutor	\$ 74,810.00
911 Central Dispatch Director	\$ 60,180.00
Deputy Director/Dispatch Supervisor	\$ 25.82/hr
Undersheriff	\$ 67,360.71
Sheriff's Administrative Assistant	\$ 20.01/hr
Emergency Medical Service Director	\$ 69,639.94
Emergency Management Director	\$ 64,366.98
Solid Waste/Recycling Coordinator	\$ 45,233.90
Animal Control Director	\$ 50,813.15
Veterans Coordinator	\$ 55,120.00
Airport Authority Administrator	\$ 42,000.00

The salaries/wages are compensation for full-time non-union professional and/or managerial responsibilities for the respective positions. Time sheets must be submitted in order to receive a paycheck.

\*\*Longevity amounts are assigned by employees hired on or before July 1, 2011

\* Additional \$1.00 per hour is for processing passports.

*Note: Salary/wage amounts above do not include any overtime, paid-time-off payouts, or fringe benefits*

## 2023 Tax Rate Request (This form must be completed and submitted on or before September 30, 2023)

### MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes <b>Benzie</b>	2023 Taxable Value of ALL Properties in the Unit as of 5-22-2023 <b>1,642,783,250</b>
Local Government Unit Requesting Millage Levy <b>Benzie County - Page 1</b>	For LOCAL School Districts: 2023 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2023 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2022 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2023 Current Year "Headlee" Millage Reduction Fraction	(7) 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Fixed	Operating	08/1982	5.2900	3.3378	1.0000	3.3378	1.0000	3.3378	3.3378		Indefinite
X-Voted	ALS	08/2022	0.8000	0.8000	1.0000	0.8000	1.0000	0.8000		0.8000	12/2024
X-Voted	Anml Op.	08/2022	0.1400	0.1400	1.0000	0.1400	1.0000	0.1400		0.1400	12/2025
X-Voted	Cons Dist	08/2022	0.1222	0.1222	1.0000	0.1222	1.0000	0.1222		0.1222	12/2029
X-Voted	Jail	08/2020	0.9000	0.8749	1.0000	0.8749	1.0000	0.8749		0.0000	12/2023
X-Voted	Jail	08/2022	1.2660	1.2660	1.0000	1.2660	1.0000	1.2660		1.2660	12/2023
X-Voted	MCF	08/2022	0.3626	0.3626	1.0000	0.3626	1.0000	0.3626		0.3626	12/2025
X-Voted	MCF Bond	11/2010	0.6350	0.6350	N/A	N/A	N/A	0.6350		0.3720	12/2029

Prepared by <b>Brianne Lindsay</b>	Telephone Number <b>(231) 882-0015</b>	Title of Preparer <b>Equalization Director</b>	Date <b>08/29/2023</b>
---------------------------------------	-------------------------------------------	---------------------------------------------------	---------------------------

**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input checked="" type="checkbox"/> Clerk	Signature	Print Name	Date
<input type="checkbox"/> Secretary		<b>Tammy Bowers</b>	
<input checked="" type="checkbox"/> Chairperson	Signature	Print Name	Date
<input type="checkbox"/> President		<b>Bob Roelofs</b>	

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

\*\* **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

**Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2023 for instructions on completing this section.**

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

## 2023 Tax Rate Request (This form must be completed and submitted on or before September 30, 2023)

### MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

Carefully read the instructions on page 2.

County(ies) Where the Local Government Unit Levies Taxes <b>Benzie</b>	2023 Taxable Value of ALL Properties in the Unit as of 5-22-2023 <b>1,642,783,250</b>
Local Government Unit Requesting Millage Levy <b>Benzie County - Page 2</b>	For LOCAL School Districts: 2023 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2023 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2022 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2023 Current Year "Headlee" Millage Reduction Fraction	(7) 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
X-Voted	TNT Op	08/2022	0.1000	0.1000	1.0000	0.1000	1.0000	0.1000		0.1000	12/2025
X-Voted	COA	08/2020	0.8500	0.8177	1.0000	0.8177	1.0000	0.8177		0.8177	12/2024
X-Voted	Res Officer	08/2022	0.1800	0.1800	1.0000	0.1800	1.0000	0.1800		0.0550	12/2027
Levy	VETS	09/2023	0.1000	0.1000	N/A	N/A	N/A	0.1000		0.0750	12/2023

Prepared by <b>Brianne Lindsay</b>	Telephone Number <b>(231) 882-0015</b>	Title of Preparer <b>Equalization Director</b>	Date <b>08/29/2023</b>
---------------------------------------	-------------------------------------------	---------------------------------------------------	---------------------------

**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input checked="" type="checkbox"/> Clerk	Signature	Print Name <b>Tammy Bowers</b>	Date
<input type="checkbox"/> Secretary			
<input checked="" type="checkbox"/> Chairperson	Signature	Print Name <b>Bob Roelofs</b>	Date
<input type="checkbox"/> President			

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**\*\* IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

**Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2023 for instructions on completing this section.**

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: September 7, 2023

Subject: **Letter of Understanding – Collective Bargaining Agreement Re-Opener**

With the anticipated adoption of the 2023/2024 Fiscal Year Budget, it is appropriate for the Board of Commissioners to also authorize letters of understanding with each Collective Bargaining Unit. Each contract contains a one topic re-opener clause in the final year of the contract. Based on the recent settling of the re-opener wage topic with the Deputies unit, the other units have agreed that they would forgo a formal re-opener of their contract and accept the same terms agreed upon by the Deputies.

If the fiscal year budget is adopted with the recommendations made by Administration, authorizing letters of understanding with each remaining unit closes the re-opener loop and affirms the October 1<sup>st</sup> wage increase.

## **Recommendation:**

That the Board of Commissioners authorizes a Letters of Agreement with the Command Officers Association of Michigan, Corrections Command Unit and Road Command Unit, the Police Officers Association of Michigan, Corrections Unit, Emergency Communication Specialist Unit, and the Emergency Medical Services Unit, which affirms a wage increase for all members beginning October 1, 2023, and authorizes the Chair to sign.



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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: September 6, 2023

Subject: **Resolution to Establish PACE District in Benzie County**

Attached are various documents related to the Michigan Lean and Green (PACE) program which were previously distributed. At the August 8<sup>th</sup> Board of Commissioner meeting, the Board held a public hearing where comments were given in support of this program by community members.

As a reminder, this program is used as a tool in development of properties by providing loaned funding to improve property valuation, reduce energy costs and encourage green development. This program has been established pursuant to Public Act 279 of 2010 and Lean and Green Michigan acts as a partner to Michigan in carrying out this public act's program.

Public Act No. 270 of 2010 authorizes local units of government to adopt Property Assessed Clean Energy (PACE) programs to promote the installation of energy efficiency improvements and renewable energy systems by owners of commercial or industrial property within a district designated by the local unit of government. Act 270 allows private commercial lenders to finance energy projects; authorizes local units of government to issue bonds, notes and other indebtedness; and authorizes the assessment of properties for the cost of the energy projects. Act 270 provides for repayment to the local unit of government or the private lender through a voluntary property assessment. The property assessment remains with the property and has the same priority as other property tax and assessment liens in the event of foreclosure.

I have reached out to Grand Traverse County and asked about their experience with the program. They noted that it's a positive program and beneficial to their community. They also believe the program will be utilized more and more.

The Economic Development Committee has recommended to the Board of Commissioners that Benzie County join this program.

## **Recommendation:**

That the Board of Commissioners adopts Resolution 23-\_\_\_\_, to Establish a Property Assessed Clean Energy Program.



**BENZIE COUNTY, MICHIGAN**

RESOLUTION TO ESTABLISH PROPERTY ASSESSED CLEAN ENERGY PROGRAM

Minutes of a regular meeting of the Board of Commissioners of Benzie County (“Commission”), Michigan, held at 448 Court Place, Beulah, MI 49617, on September 12, 2023 at 9:00 a.m., local time.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by Member \_\_\_\_\_ and supported by Member:

WHEREAS:

1. At its meeting of July 11, 2023, this Commission adopted a resolution of intent to establish and to hold a public hearing concerning the establishment of a property assessed clean energy program (“PACE Program”) and create a PACE district(s) pursuant to 2010 PA 270 (“Act 270”) to promote “energy projects” defined by Act 270 to include “installation or modification of energy efficiency improvements or the acquisition, installation or improvement of renewable energy systems.”
2. The Commission held a public hearing on the proposed PACE Program on August 8, 2023 during which the Commission heard comments on the proposed PACE program from anyone wishing to address the Commission concerning it.
3. Financing energy projects is a valid public purpose.
4. The proposed PACE program as described in the Benzie County PACE Program Report, an updated version of which is attached as Exhibit A, would provide financing for energy projects with property owner-arranged loans from a commercial lender the repayment of which, if approved by the property owner with the consent of any mortgage holder, would be made and secured by assessments against the property benefited by the projects, so that no County moneys, general County taxes or County credit of any kind whatsoever shall be pledged, committed or used in connection with any energy project.
5. The types of energy projects that may be so financed, the administration of the PACE Program, the manner of establishing PACE Districts within the County in which the PACE Program may be used, and other details of the proposed PACE Program, as required by Act 270, are set forth in detail in PACE Program Report.

NOW, THEREFORE, BE IT RESOLVED:

1. The County of Benzie establishes the Benzie County PACE Program and creates a PACE district pursuant to Act No. 270, Public Acts of Michigan, 2010, the terms and conditions of which are set forth in the PACE Program Report attached as Exhibit A and incorporated by reference, which PACE Program Report is approved.
2. All aspects of the Benzie County PACE Program may be amended by approving resolutions of the Board of Commissioners without a new public hearing.
3. The County may join with any other local unit of government, or with any person, or with any number or combination thereof, by contract or otherwise as may be permitted by law, for the implementation of the Benzie County PACE Program, in whole or in part, and the Board Chair or his/her designee is authorized to execute and deliver such documents, agreements or certificates as may be necessary or advisable to permit the cooperative implementation of the PACE Program as provided by Act 270 or other applicable law.
4. The Commission, by adoption of this Resolution, formally states its intention to join Lean & Green Michigan™, and to utilize Lean & Green Michigan, LLC as a PACE Administrator. The Commission reserves the right to appoint other parties to act as a PACE Administrator.
5. All resolutions and parts of resolutions are, to the extent of any conflicts with this resolution, rescinded.

YEAS: \_\_\_\_\_

NAY: \_\_\_\_\_

ABSENT: \_\_\_\_\_

RESOLUTION NO. \_\_\_\_ ADOPTED.

\_\_\_\_\_

The foregoing resolution was adopted at a regular meeting of the Board of Commissioners of Benzie County on \_\_\_\_\_, 2023.

\_\_\_\_\_



**BENZIE COUNTY,  
MICHIGAN**

**PACE PROGRAM**

**2023**

**\*\*\*This Program is being considered by the Board of Commissioners on September**

**12, 2023 \*\*\***

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# **Lean & Green Michigan™ PACE Program**

## **Executive Summary**

Public Act No. 270 of 2010 (“Act 270”) authorizes local units of government to adopt Property Assessed Clean Energy (“PACE”) programs to promote the installation of energy efficiency improvements and renewable energy systems by owners of commercial or industrial property within a district designated by the local unit of government. Act 270 allows private commercial lenders to finance energy projects; authorizes local units of government to issue bonds, notes and other indebtedness; and authorizes the assessment of properties for the cost of the energy projects. Act 270 provides for repayment to the local unit of government or the private lender through a voluntary property assessment. The property assessment remains with the property and has the same priority as other property tax and assessment liens in the event of foreclosure.

Lean & Green Michigan™ (“LAGM”) has developed a collaborative approach to PACE programs for local units of government by standardizing the administrative and legal process under which PACE programs are created and managed. Many local units of government throughout the state joined have or are in the process of joining LAGM utilizing a “shared services” approach to eliminate upfront and ongoing program costs and duplication. Further, this approach creates one efficient statewide market, allowing property owners, lenders and clean energy contractors to utilize a standardized process as they employ PACE financing in multiple jurisdictions throughout the state.

This documentation package includes the report required by Section 9 of Act 270 and provides model forms of documents for the PACE program. As many of the details of a PACE transaction are determined on a project-specific basis, adjustments to the model documents may be required to fit a particular transaction. Additionally, there are several blanks left in the documents that should be filled in when the corresponding information is known.



**BENZIE COUNTY, MICHIGAN**

**PACE PROGRAM REPORT**

This Lean & Green Michigan™ PACE Program Report contains the information required by Section 9 of Act 270. Additional information is available from Benzie County ("Benzie"). The PACE Program and Report were approved by the Board of Commissioners on \_\_\_\_\_, subsequent to a public hearing held on August 8, 2023.

## **INTRODUCTION**

In order to encourage economic development, improve property valuation, increase employment, reduce energy costs, reduce greenhouse gas emissions and contribute to the public health and welfare in the Benzie County, the Board of Commissioners established the Benzie County Property Assessed Clean Energy Program and PACE district pursuant to Public Act No. 270 of 2010 (“Act 270”) by joining Lean & Green Michigan™ (“LAGM,” the “PACE Program” or “Program”). The PACE Program has identified specific sources of commercial funding to finance the implementation of energy efficiency improvements, renewable energy systems and energy projects within the Benzie County PACE district (which is coterminous with the Benzie County jurisdictional boundaries).

The Board of Commissioners passed a Resolution of Intent to create a PACE Program and a PACE district by joining the Lean & Green Michigan statewide PACE program on April 12, 2023. The Board published its first version of this PACE Report thereafter, and held a public hearing on April 26, 2023. The Board passed a Final Resolution adopting this PACE Program and PACE district on May 10, 2023.

The purpose of this PACE Report (hereinafter the “Report”) is to fulfill the requirements of Act 270. Section 9 of Act 270 requires a Report that includes: a form of contract between Benzie and the record owner; identification of an official authorized to enter into program contracts on behalf of Benzie; a maximum aggregate amount for financing provided by Benzie under the program; an application process and eligibility requirements; a method for determining interest rates, repayment periods and the maximum amount of assessment; explanation of how assessments will be made and collected; a plan for raising capital; information regarding reserve funds and fees of the program; a requirement that the term of the assessment not exceed the useful life of the energy project; a requirement of an appropriate ratio of the amount of assessment to the assessed value of the property; requirement of consent from the mortgage holder; provisions for marketing and participant education; provisions for adequate debt service reserve fund; quality assurance and antifraud measures; and a requirement for baseline energy audits, ongoing savings measurements and performance guarantees for projects over \$250,000 in assessments.

### **1. Form of PACE Contract**

A form of model PACE Special Assessment Agreement is attached as **Appendix A**. Individual property owners may negotiate project-specific terms to be included in an actual agreement based upon the specific energy efficiency and renewable energy improvements to be financed through the individual agreement, subject to the limitations set forth herein.

### **2. Authorized Official/PACE Administrator**

The Board Chair or his/her designee, (the “Authorized Official”) is authorized to enter into PACE Program contracts on behalf of Benzie County in consultation with Lean & Green Michigan, LLC (“LAGM”). The Authorized Official is further authorized to sign any agreement, documents or certificates necessary to facilitate the participation of property owners and to facilitate the purposes hereunder.

As part of Lean & Green Michigan™, LAGM will act as PACE administrator and will manage Benzie's PACE Program. LAGM is authorized to negotiate with credit providers and PACE project participants to facilitate the use of the PACE Program and to assist PACE project applicants in obtaining owner-arranged financing.

### **3. Financing Parameters**

In establishing its PACE district, Benzie intends for PACE projects to be funded through owner-arranged private financing. The maximum aggregate annual amount of financing provided by Benzie in 2022 shall be zero dollars. The maximum aggregate dollar amount for financing provided by Benzie may be adjusted and/or amended on an annual basis or more frequently by the Board of Commissioners and will remain at zero dollars unless and until it is changed.

Benzie shall not provide any financing for PACE projects under Benzie's PACE Program. Benzie's PACE Program shall be solely funded through owner-arranged financing from commercial lenders, as allowed under Act 270, Section 9(1)(g)(iii). Owner-arranged financing from commercial lenders is not included under the maximum aggregate annual dollar amount for financing provided by Benzie under the Program. There is no limit on the maximum aggregate annual amount of financing provided by private commercial lenders under the program. The dollar amount for financing of a particular project will be established by the property owner seeking to make the property improvement and the commercial lender seeking to finance the energy improvements, as approved by LAGM and the Authorized Official.

### **4. Application Process/Eligibility Requirements**

#### **Application Process:**

The application process for financing projects under the Program shall be that of LAGM. The current application form is attached as **SAA Appendix F**. This form may be changed or amended as necessary by LAGM.

#### **Eligibility Requirements:**

The eligibility requirements for financing projects under the Program shall be those of LAGM. Eligibility requirements may be changed or amended as necessary by LAGM. The current list of eligibility requirements is attached as **SAA Appendix A**.

### **5. Financing Terms of Assessments**

The interest rate for PACE special assessment installments supplied by commercial lenders shall be negotiated by the parties based on current market conditions.

The maximum allowable repayment period of a PACE special assessment must be included in the PACE Special Assessment Agreement and will be determined on a project-



specific basis and shall not exceed the lesser of the useful life of the energy project paid for by the assessment or 25 years.

The maximum dollar amount of a PACE special assessment shall be negotiated on a project-specific basis between the property owner and the entity providing the financing based upon the specific energy efficiency improvement(s), water efficiency improvement(s) and/or renewable energy system(s) included in the individual PACE Special Assessment Agreement.

## **6. Assessment Collection Process**

Within the parameters set forth herein, the Authorized Official will authorize one or more commercial lenders to provide financing to defray all or part of the cost of the energy improvements by special assessment upon the Special Assessment Parcel, which the Authorized Official will find is especially benefited in proportion to the costs of the energy improvements.

The Special Assessment Roll, attached as **SAA Appendix C**, will be spread by the Authorized Official on behalf of Benzie and without objection by the property owner to allocate one hundred percent (100%) of the PACE special assessment levy created hereby to the Special Assessment Parcel.

The PACE special assessment, as allocated by the Authorized Official on behalf of Benzie without objection by the property owner, will be finally established against the property and the energy projects to be constructed on the Special Assessment Parcel. The PACE special assessment will be effective immediately upon the execution of the PACE Special Assessment Agreement by the property owner. The PACE special assessment may be paid in semi-annual installments pursuant to Section 13(2) of Act 270. The Authorized Official, on behalf of Benzie, will confirm the Special Assessment Roll.

The Benzie County Delinquent Tax Revolving Fund (“DTRF”) shall not be used to advance, satisfy, or pay any delinquent installment of the PACE special assessment, and no County funds will be used to repay any PACE special assessment placed under this program. The commercial lender will waive any claim to be able to seek payment from the County through the DTRF in the PACE Special Assessment Agreement.

## **7. Financing Program**

LAGM has developed and will continue to develop an active roster of financial institutions, institutional investors and other sources of private capital available to finance PACE projects in Michigan. By participating in LAGM, Benzie helps its constituent property owners gain access to private capital made available through the statewide program. Benzie authorizes the use of owner-arranged financing from commercial lenders to finance qualified energy projects under the Program.

## **8. Reserve Fund**

By participating in LAGM, Benzie assists its constituent property owners in taking advantage of any and all appropriate loan loss reserve and gap financing programs of the

Michigan Economic Development Corporation (“MEDC”) and other federal and state entities. Such financing mechanism can be used to finance a reserve fund if deemed necessary and appropriate by Benzie.

## **9. Fee Schedule**

Application, administration and program fees for record owners shall be those of LAGM. Administration and program fees will be determined on a project-specific basis and will depend on the size, nature and complexity of the energy project(s) and financing mechanism(s) involved.

## **10. Useful Life**

The maximum length of time allowable for repayment of a PACE assessment shall not exceed the lesser of the useful life of the energy project paid for by the assessment or 25 years and will be determined on a project-specific basis by LAGM. Projects involving multiple energy efficiency improvements and/or renewable energy systems may aggregate the useful life of each improvement to determine an overall useful life figure for financing purposes. In aggregating the improvements, the property owner must appropriately weigh each improvement’s dollar cost.

## **11. Property Eligibility Parameters**

The ratio of the amount of the assessment to the market value of the property must be appropriate and shall be set forth in the PACE Special Assessment Agreement for each project. Additionally, the overall indebtedness on the property must be appropriate. In calculating the appropriate ratios, the property owner and the lender providing the financing may determine the market value of the property using either: 1) the market value of the property before the PACE project as agreed to by the property owner and the lender providing the financing using a proper measure such as a recent appraisal or two times the State Equalized Value; or 2) the market value of the property upon completion of the PACE project as agreed to by the property owner and the lender providing the financing using a proper measure such as an appraisal of the “as completed” value of the property or the current market value of the property plus 75% of the value of the PACE project.

In calculating the appropriate ratio of the amount of the assessment to the market value of the property, the cost of the energy project (excluding closing costs and interest) shall generally not exceed 25% of the market value of the property.

In calculating the appropriate ratio of total indebtedness on the property, if the property owner and the lender providing financing calculate an appropriate ratio using the market value of the property before the PACE project, prior debt secured by the building plus the PACE loan shall generally not exceed 95% of the market value of the property. If the property owner and the lender providing financing calculate an appropriate ratio using the market value upon completion of the PACE project, prior debt secured by the building plus the PACE loan shall generally not exceed 90% of the market value of the property.

LAGM and the Authorized Official may permit projects that exceed these values for reasonable cause on a case-by-case basis, and in such cases must include a letter of explanation

as an addendum to the Special Assessment Agreement.

## **12. Mortgage Consent Requirement**

If a property is subject to a mortgage the record owner must obtain written consent from the mortgagee to participate in the Program. Proof of lender consent must be submitted before a Special Assessment Agreement may be executed. A form of lender consent to participate in a PACE Program is attached as **SAA Appendix H**.

## **13. Marketing Program**

LAGM has developed an ongoing marketing and participant education program. By joining LAGM, Benzie gains access to this program and agrees to partner with LAGM in educating businesses in Benzie about opportunities to save energy, save money and improve their property value. The County authorizes the use of Benzie's logo by LAGM to be incorporated into the LAGM website and other communication vehicles. More information regarding the Program can be obtained at LAGM's website: [www.leanandgreenmi.com](http://www.leanandgreenmi.com); or at Benzie's website at <https://www.benzieco.net/>

## **14. Quality Assurance and Antifraud Measures**

LAGM includes the following quality assurance and antifraud measures:

- i. Business integrity review on clean energy contractors conducted by Michigan Saves;
- ii. Background check process on clean energy contractors conducted by Michigan Saves; and
- iii. Other general due diligence as may be necessary or required.

## **15. Audit Requirement**

As set forth in the PACE Program Application, a baseline energy audit must be completed before an energy project is undertaken. Each contract will require and provide adequate funding for monitoring and verification of energy savings throughout the life of the special assessment.

## **16. Projects Over \$250,000**

As set forth in the PACE Special Assessment Agreement, energy projects financed with more than \$250,000 require ongoing measurements to establish energy savings and a guarantee from the contractor that the energy project will achieve a savings to investment ratio greater than one.

## **17. Amendments to the Program**

A public hearing shall not be required to amend this Program. LAGM may amend the Benzie PACE program as necessary from time to time, in consultation with Benzie and upon approval of the Benzie Board of Commissioners of any such amendment.

**APPENDIX A  
SPECIAL ASSESSMENT AGREEMENT**

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SPACE ABOVE FOR RECORDING PURPOSES

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**PACE SPECIAL ASSESSMENT AGREEMENT  
(OWNER-ARRANGED FINANCING)**

*by and among*

**BENZIE COUNTY, MICHIGAN**

*and*

**PROPERTY OWNER**

*and*

**PACE LENDER**

**Dated:** \_\_\_\_\_

# Benzie County PACE Special Assessment Agreement

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## APPENDIX:

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APPENDIX B:	SPECIAL ASSESSMENT PARCEL DESCRIPTION
APPENDIX C:	SPECIAL ASSESSMENT ROLL
APPENDIX D:	PAYMENT SCHEDULE
APPENDIX E:	DESCRIPTION OF IMPROVEMENTS
APPENDIX F:	LEAN & GREEN MICHIGAN PACE PROGRAM APPLICATION
APPENDIX G:	FORM OF CERTIFICATE OF ASSIGNMENT
APPENDIX H:	FORM OF LENDER CONSENT

## **Benzie County PACE Special Assessment Agreement**

### **PACE SPECIAL ASSESSMENT AGREEMENT** **(OWNER-ARRANGED FINANCING)**

**THIS PACE SPECIAL ASSESSMENT AGREEMENT** (this “Agreement”) is made this [INSERT DATE] among Benzie County, a Michigan county corporation (the “County”), whose address is 448 Court Place, Beulah, MI 49617, PROPERTY OWNER, a Michigan limited liability company (the “Property Owner”), whose address is INSERT ADDRESS, and PACE LENDER, a Michigan limited liability company (the “Lender”), whose address is INSERT ADDRESS.

#### **RECITALS:**

A. Pursuant to Act 270 and a resolution adopted by the Benzie County Board of Commissioners on [INSERT DATE], Benzie has established the PACE Program as described in the PACE Program Report and has created the Special Assessment District under the PACE Program for the purpose, *inter alia*, of assisting a record owner of property within the Special Assessment District in obtaining Owner-Arranged Financing from a commercial lender to defray the costs of one or more Energy Projects on the property.

B. Under Act 270, Benzie County is authorized, pursuant to an agreement with the record owner of property within the Special Assessment District, to impose a special assessment on the property to be benefitted by the Energy Projects in order to secure and provide for the repayment of the Owner-Arranged Financing.

C. The Property Owner desires to undertake certain Energy Projects on commercial property of the Property Owner located within the Special Assessment District, as described herein, and has obtained a commitment from the Lender to make the Loan to the Property Owner to defray its cost.

D. In order to induce the Lender to make the Loan to the Property Owner, the Property Owner has requested that Benzie County enter into this Agreement to impose a special assessment on the property to be benefitted by the Energy Projects, in accordance with Act 270, which special assessment will secure and provide for repayment of the Loan from the Lender.

E. Pursuant to Act 270 and the PACE Program, Benzie County is authorized to enter into this Agreement.

In consideration of the foregoing and the mutual covenants contained in this Agreement, the County, the Property Owner and the Lender agree that:

# Benzie County PACE Special Assessment Agreement

## ARTICLE I DEFINITIONS

**Section 1.01 Definitions.** Capitalized terms used in this Agreement and Recitals shall have the meanings stated in Act 270 and as stated immediately below, except to the extent the context in which they are used requires otherwise:

(a) “**Act 270**” means Act 270 of the Michigan Public Acts of 2010, commonly referred to as the Property Assessed Clean Energy Act, MCL 460.931 et seq.

(b) “**Agreement**” means this PACE Special Assessment Agreement as same may be amended and/or restated.

(c) “**Applicable Interest Rate**” means the per annum rate of interest specified in the Loan Documents at which the Special Assessment Roll bears interest as calculated by the Lender in accordance with the provisions of Section 4.01 of this Agreement.

(d) “**Authorized Official**” means the [NAME], or his/her designee, who is authorized to exercise the authority of an Authorized Official under the terms of the PACE Program Report.

(e) “**Default Rate**” means the rates dictated for counties by the Michigan General Property Tax Act of 1893 as amended (MCL 211.78a and 211.78g).

(f) “**Energy Efficiency Improvement**” means equipment, devices, or materials intended to decrease energy consumption, including, but not limited to, all of the following: insulation in walls, roofs, floors, foundations, or heating and cooling distribution systems; storm windows and doors; multi-glazed windows and doors; heat-absorbing or heat-reflective glazed and coated window and door systems; and additional glazing, reductions in glass area, and other window and door system modifications that reduce energy consumption; automated energy control systems; heating, ventilating, or air-conditioning and distribution system modifications or replacements; caulking, weather-stripping, and air sealing; replacement or modification of lighting fixtures to reduce the energy use of the lighting system; energy recovery systems; day lighting systems; installation or upgrade of electrical wiring or outlets to charge a motor vehicle that is fully or partially powered by electricity; measures to reduce the usage of water or increase the efficiency of water usage; and any other installation or modification of equipment, devices, or materials approved as a utility cost-savings measure by the Benzie County Board of Commissioners.

(g) “**Energy Project**” means the installation or modification of an Energy Efficiency Improvement or the acquisition, installation, or improvement of a Renewable Energy Improvement.

(h) “**Event of Default**” has the meaning set forth in Section 7.01 hereof.



## Benzie County PACE Special Assessment Agreement

(i) **“Force Majeure”** means unforeseeable events beyond a party’s reasonable control and without such party’s failure or negligence including, but not limited to, acts of God, acts of public or national enemy, acts of the federal government, fire, flood, epidemic, quarantine restrictions, strikes and embargoes, labor disturbances, the unavailability of raw materials, and delays of contractors due to such causes, but only if the party seeking to claim Force Majeure takes reasonable actions necessary to avoid delays caused thereby.

(j) **“General Property Tax Act”** means the General Property Tax Act, Act 206, Public Acts of Michigan, 1893, as amended.

(k) **“Improvements”** means the Energy Efficiency Improvements and the Renewable Energy Improvements being undertaken by the Property Owner on the Special Assessment Parcel as described in **Appendix E** attached hereto.

(l) **“LAGM”** shall mean Lean & Green Michigan, LLC, a Michigan limited liability company.

(m) **“Lean & Green Michigan™”** means a statewide property assessed clean energy program open to all local units of government operated as a public-private partnership by LAGM in order to facilitate property assessed clean energy program-financed transactions.

(n) **“Lender”** has the meaning set forth in the preamble.

(o) **“Loan”** means the loan obtained by the Property Owner from the Lender pursuant to Owner-Arranged Financing to defray a portion of the cost of the Improvements under the terms of the Loan Documents.

(p) **“Loan Documents”** means the Loan Agreement, dated as of [INSERT DATE], between the Property Owner and the Lender and any and all exhibits or attachments thereto, including any documents amending, restating, replacing, extending or otherwise modifying the Loan Agreement and all documents provided to the Lender from time to time by the Property Owner to evidence or secure the Loan as required pursuant to the terms of the Loan Agreement.

(q) **“Owner-Arranged Financing”** means the process by which a property owner secures financing for improvements to its property that does not involve bonds or any other form of funding provided by the County.

(r) **“PACE Program”** shall mean the property assessed clean energy program implemented by the County pursuant to Act 270 and the PACE Program Report to stimulate energy efficiency and renewable energy projects in conformity with Act 270.

(s) **“PACE Program Report”** means the Lean & Green Michigan™ PACE Program Report approved by the Benzie County Board of Commissioners on [INSERT DATE], including any amendments or changes thereto made before the date of this Agreement.

(t) **“Payment Schedule”** has the meaning set forth in Section 4.01 hereof.

## Benzie County PACE Special Assessment Agreement

(u) “**Property Owner**” has the meaning set forth in the preamble.

(v) “**Renewable Energy Improvement**” means a fixture, product, device, or interacting group of fixtures, products, or devices on the customer’s side of the meter that use one (1) or more renewable energy resources to generate electricity, gas, or other power. Renewable Energy Improvement includes a biomass stove but does not include an incinerator or digester.

(w) “**Special Assessment**” means the money obligation created pursuant to this Agreement with respect to the Special Assessment Parcel used to defray the cost of the Improvements and which shall, together with all interest, charges and penalties which may accrue thereon, be a lien upon the Special Assessment Parcel of the same priority and status as other property tax liens and other assessment liens as provided in Act 270 until such amounts have been paid in full.

(x) “**Special Assessment District**” means the Special Assessment District established as part of the PACE Program pursuant to Act 270.

(y) “**Special Assessment Parcel**” means the property located in the Special Assessment District to which one hundred percent (100%) of the Special Assessment has been spread by the County and which is more particularly described on the attached **Appendix B**.

(z) “**Special Assessment Roll**” has the meaning set forth in Section 4.01 hereof.

### ARTICLE II DESCRIPTION OF IMPROVEMENTS

**Section 2.01 Description of Improvements.** The Improvements to be acquired, constructed, installed and financed by the Property Owner under the PACE Program are described in **Appendix E** attached hereto. If after project approval, the Property Owner seeks to undertake additional Improvements, **Appendix E** may be amended or supplemented from time to time. Such additional Improvements must meet all the eligibility criteria of the PACE Program and the PACE Program Report and may be added to the original application as a modification, or submitted as a new project, at the discretion of LAGM and the Authorized Official.

### ARTICLE III COVENANTS OF THE PROPERTY OWNER

#### **Section 3.01 Acquisition, Construction and Installation of Improvements.**

(a) The Property Owner covenants and agrees to acquire, construct and install the Improvements as described in **Appendix E** on the Special Assessment Parcel described on **Appendix B** in full conformity with all applicable laws and regulations and in compliance with the PACE Program eligibility requirements set forth in **Appendix A**. If the proceeds of the Loan are not sufficient to pay the costs of the Improvements as aforesaid, the Property Owner agrees

## Benzie County PACE Special Assessment Agreement

to complete the Improvements and to pay that portion of the costs of the Improvements in excess of the amount of the Loan. The Property Owner acknowledges and agrees that the County makes no representation, either express or implied, that the proceeds of the Loan will be sufficient to pay the total costs of the Improvements, and the Property Owner agrees that if, after exhaustion of the proceeds of the Loan, the Property Owner shall be required to pay any portion of the costs of the Improvements from its own funds, the Property Owner shall not be entitled to any reimbursement therefor from County or from the Lender, nor shall the Property Owner be entitled to any abatement or diminution of the amount of the Special Assessment created by this Agreement or of any interest, charges or penalties which may accrue thereon.

(b) To provide for monitoring and verification of the Energy Project, the Property Owner has created an Energy Star Portfolio Manager account and has linked this account to the LAGM Energy Star Portfolio Manager account. The Property Owner has entered all electricity bills for the Special Assessment Parcel for the year (12 consecutive months) immediately preceding the installation of the Energy Project. The Property Owner further agrees to enter its electricity bills for the duration of the Agreement on an annual basis. Annual electricity bills for the Special Assessment Parcel will be entered into the Property Owner's Energy Star Portfolio Manager account by January 31 of each year after the year for which the electricity bills are to be entered.

### ARTICLE IV PACE SPECIAL ASSESSMENT

#### **Section 4.01 PACE Special Assessment Created.**

(a) At the request of the Property Owner, the County hereby determines to assist the Property Owner in obtaining the Loan to defray a portion of the cost of the Improvements on the Special Assessment Parcel by the levy of the Special Assessment upon the Special Assessment Parcel, which the Authorized Official on behalf of the County finds is especially benefited in proportion to the cost of the Improvements. The Special Assessment created hereby has been spread by the Authorized Official on behalf of the County on the Special Assessment Roll attached hereto as **Appendix C** (the "Special Assessment Roll"), with the consent of the Property Owner, to allocate one hundred percent (100%) of the Special Assessment to the Special Assessment Parcel.

(b) The Special Assessment, as allocated by the Authorized Official with the consent of the Property Owner, is hereby finally established and levied against the Special Assessment Parcel as described on the attached **Appendix B** in the principal amount of [INSERT LOAN AMOUNT] as stated on the Special Assessment Roll. The Special Assessment is effective immediately upon the execution and delivery of this Agreement by the Property Owner. The Special Assessment shall be paid by the Property Owner in [NUMBER] semi-annual installments on the dates and in the amounts set forth in the payment schedule attached hereto as **Appendix D** (the "Payment Schedule"). The Special Assessment Roll and the Payment Schedule are hereby confirmed by the Authorized Official on behalf of the County. The unpaid amount of the Special Assessment Roll shall bear interest from the date of execution and

## **Benzie County PACE Special Assessment Agreement**

delivery of this Agreement at the Applicable Interest Rate, as calculated by the Lender in accordance with the terms of the Loan Documents, payable by the Property Owner semi-annually on each date on which any installment of the Special Assessment is due in accordance with the Payment Schedule. Notwithstanding the foregoing, (i) if any installment of the Special Assessment or any interest due and payable on the Special Assessment Roll is not paid by the Property Owner when and as the same shall become due and payable in accordance with the provisions of this Section 4.01 or (ii) any "event of default" under the Loan Documents has occurred and is continuing, the unpaid amount of the Special Assessment Roll shall bear interest at the Default Rate as calculated by the Lender in accordance with the terms of the Loan Documents, for as long as such amounts remain unpaid or for so long as such "event of default" under the Loan Documents exists and is continuing. The Count, the Property Owner and the Lender agree that the Lender shall be solely responsible for the determination from time to time of the Applicable Interest Rate and the Default Rate and the amount of interest due and payable by the Property Owner on the Special Assessment Roll on each day on which interest thereon is due and payable as provided in this Agreement, and the Lender's determination thereof shall be binding on the Property Owner absent manifest error. The Property Owner and the Lender agree that the Count shall under no circumstance have any obligation to determine the Applicable Interest Rate or the Default Rate or to calculate the amount of any interest payment due on the Special Assessment Roll as provided in this Agreement, and the Count may conclusively rely upon the Lender's determinations thereof for the purpose of exercising and discharging all of the County's rights and obligations under this Agreement. The Lender agrees to provide, or cause to be provided, notice to the Property Owner and the Count of the determinations of the Applicable Interest Rate and the Default Rate, as applicable, pursuant to this Section 4.01(b) at such times, and from time to time, as the Property Owner or the County may request.

**Section 4.02 Assignment of Special Assessment Payments to Lender.** At the request of the Property Owner and the Lender, and pursuant to Section 9(g)(iii) of Act 270, the County hereby irrevocably assigns to the Lender its right to receive all installments of the Special Assessment required to be paid by the Property Owner pursuant to this Agreement, whether in accordance with the Payment Schedule or upon prepayment of the Special Assessment in whole or in part in accordance with Section 4.06 of this Agreement, together with all payments of interest due and payable on the Special Assessment Roll at the Applicable Interest Rate or the Default Rate, as the case may be, as provided in Section 4.01(b) of this Agreement. In pursuance of the foregoing, the County, the Property Owner and the Lender agree that, except as provided in Section 4.05 of this Agreement, (i) all installments of the Special Assessment, whether payable in accordance with the Payment Schedule or upon prepayment of the Special Assessment in whole or in part in accordance with Section 4.06 of this Agreement, together with all payments of interest due and payable upon the Special Assessment Roll at the Applicable Interest Rate or the Default Rate, as the case may be, shall be paid by the Property Owner directly to the Lender when due at such address in the United States as may be designated by the Lender in writing to the Property Owner and the County; (ii) the County shall have no obligation or duty to include any installments of the Special Assessment on any tax bill issued by the County or to bill, collect or remit to the Lender any installments of the Special Assessment or any interest due and payable upon the Special Assessment Roll; and (iii) absent receipt by the County of written notice from the Lender of a payment default in accordance with Section 4.05 hereof, the County shall be entitled to conclusively presume that all installments of the Special

## **Benzie County PACE Special Assessment Agreement**

Assessment and all payments of interest due and payable on the Special Assessment Roll have been made by the Property Owner to the Lender when due as required by the terms of this Agreement.

### **Section 4.03 Property Owner's Consent to Special Assessment; Waiver.**

(a) The Property Owner hereby irrevocably consents to and confirms the creation of the Special Assessment Roll and the levy of the Special Assessment established pursuant to this Agreement and EXPRESSLY WAIVES ANY AND ALL CLAIMS CHALLENGING AND DEFENSES TO, THE LEGALITY, VALIDITY, ENFORCEABILITY OR COLLECTABILITY OF THE SPECIAL ASSESSMENT, including, but not limited to, claims arising from, relating to or otherwise based upon any theory of procedural defect concerning the approval of the Improvements, the establishment of the Special Assessment District, confirmation of the Special Assessment Roll and the Payment Schedule, the County's right to place the Special Assessment lien on the Special Assessment Parcel, the collectability and due dates of the Special Assessment installments and interest due and payable on the Special Assessment Roll, or any other theory or claim. The Property Owner further waives notice of hearing and the right to file objections if and to the extent such rights exist under any special assessment ordinance of the County.

(b) Following the signing of this Agreement, no suit or action of any kind shall be instituted or maintained for the purpose of contesting or enjoining the collection of the Special Assessment, and the Property Owner, for itself and its successors in interest, lessees, purchasers, and assigns with respect to all or any part of the Special Assessment Parcel, hereby irrevocably waives its rights to contest the Special Assessment with any adjudicative body having jurisdiction over the subject matter, including, but not limited to, the Michigan Tax Tribunal.

(c) In addition to any conditions, covenants, warranties and representations specified in the Loan Documents, the Property Owner shall not sell, transfer, alienate or convey any of its interest in the Special Assessment Parcel without first having given written notice of the Special Assessment to any successors in interest, lessees, purchasers or assigns and having made a copy of this Agreement part of any purchase contract, sale contract, lease agreement, deed or any other conveyancing instrument by which the Property Owner purports to assign all or any part of its interest in the Special Assessment Parcel to any successors in interest, lessees, purchasers, transferees, licensees and assigns. This Agreement shall be recorded against the real property constituting the Special Assessment Parcel by the PACE lender with the Register of Deeds of Benzie County, State of Michigan.

(d) The Property Owner agrees that it, its successors and assigns shall, during the term of this Agreement and the Special Assessment, pay all ad valorem real property taxes and assessments levied against the Special Assessment Parcel when due and the Property Owner specifically waives, irrevocably for itself, its successors and assigns as to any and all portions of the Special Assessment Parcel, the right to pay ad valorem real property taxes and assessments on any other installment method which may be available to property owners in the County.

(e) The County agrees that following (i) payment by the Property Owner in full of the Special Assessment, together with all accrued interest on the Special Assessment Roll, and all

## **Benzie County PACE Special Assessment Agreement**

other interest, charges and penalties which may accrue thereon, and (ii) receipt by the County of written acknowledgment from the Lender that the Special Assessment, together with all accrued interest on the Special Assessment Roll, has been paid to the Lender in full, it will promptly execute and deliver documentation discharging the lien of the Special Assessment on the Special Assessment Parcel. Until the Special Assessment liability has been fully satisfied and the lien discharged, each purchaser of all or any part of the Special Assessment Parcel, as a condition of closing on such purchase, shall execute and deliver to the County a written notice: (i) acknowledging the principal amount unpaid and outstanding on the Special Assessment; (ii) agreeing to the assumption of the liability to pay the Special Assessment, and any interest thereon, on a timely basis, when due, until the remaining balance and interest on said Special Assessment has been paid in full; (iii) acknowledging that the title insurance policy will state that the Special Assessment has not been paid at time of closing thereon; and (iv) agreeing to pay to the Lender at or prior to the close of the purchase all past due installments of the Special Assessment and all past due payments of interest on the Special Assessment Roll. The representations set forth in such written notice shall be enforceable at law and in equity, including without limitation, by way of specific performance.

**Section 4.04 Lien.** The Special Assessment is an obligation with respect to the Special Assessment Parcel, and shall, until paid, be a lien upon the Special Assessment Parcel for the amount of the Special Assessment and all interest, charges and penalties that may accrue thereon. Such lien shall be of the same character and effect as liens created pursuant to the ordinances of the County for County taxes and shall be treated as such with respect to procedures for collection as set forth in the General Property Tax Act and the ordinances of the County, including accrued interest, charges and penalties. The Special Assessment confirmed hereby is a debt to the County from the Property Owner and its successors in interest, lessees, purchasers and assigns. The right of the County to receive all installments of the Special Assessment required to be paid by the Property Owner pursuant to this Agreement, together with all payments of interest due and payable on the Special Assessment Roll at the Applicable Interest Rate or the Default Rate, as the case may be, as provided in Section 4.01, has been irrevocably assigned by the County to the Lender in accordance with the provisions of Section 4.02 of this Agreement. No judgment or decree shall destroy or impair any lien of the County upon the premises assessed for such amount of the Special Assessment as may have been equitably or lawfully charged and assessed thereon. Failure of the Property Owner or any subsequent property owner to receive any notice required to be sent under the provisions of the ordinances of the County or this Agreement shall not invalidate the Special Assessment or the Special Assessment Roll and shall not be a jurisdictional requirement.

### **Section 4.05 Payment Default.**

(a) If any installment of the Special Assessment or interest due on the Special Assessment Roll shall not have been paid by the Property Owner to the Lender, as assignee of the County, at the time and in the amount required by Section 4.01 hereof (a “Payment Default”), the Lender shall, within thirty (30) days following the date such sums were due and payable (the “Payment Default Date”), deliver written notice to the County stating all of the following: (i) that a Payment Default has occurred under this Agreement; (ii) the Payment Default Date; (iii) the amount of the Special Assessment that was due and payable as of the Payment Default Date and

## **Benzie County PACE Special Assessment Agreement**

which remains unpaid and the amount of interest on the Special Assessment Roll that was due and payable as of the Payment Default Date and which remains unpaid (collectively, the “Payment Default Amount”); and (iv) an attestation by an authorized officer of the Lender that the statements contained in the foregoing notice are true, correct and complete as of the date of such notice. Upon receipt of such notice from the Lender, the County shall take such actions as may be required to cause the Payment Default Amount to be certified for collection on the summer or winter tax bill next succeeding the Payment Default Date, and such Payment Default Amount shall be collected at the same time and in the same manner as is prescribed for the collection of the County taxes under the General Property Tax Act and the ordinances of the County. The County may assess a fee for delinquent taxes, interest, penalties, and fees as provided under General Property Tax Act Section 211.78. Notwithstanding the foregoing provisions of this Section 4.05(a), if the County shall determine that the notice of the Lender described in this Section 4.05(a) was not received by the County in sufficient time to permit the Payment Default Amount to be placed for collection on the summer or winter tax bill next succeeding the Payment Default Date, such Payment Default Amount shall be certified for collection on the next summer or winter tax bill issued thereafter. The County shall be entitled to conclusively rely upon any notice of the Lender delivered pursuant to this Section 4.05(a) as to the existence of a Payment Default and as to the Payment Default Amount, and shall not be liable to the Property Owner or to any other person for any action taken by the County pursuant to the terms of this Agreement or otherwise in reliance upon the information contained in such notice. Absent receipt by the County of written notice from the Lender of a Payment Default in accordance with this Section 4.05(a), the County shall be entitled to presume conclusively that all installments of the Special Assessment and all payments of interest due and payable on the Special Assessment Roll have been made by the Property Owner to the Lender when due as required by the terms of this Agreement, and the County shall have no obligation or duty to include any installments of the Special Assessment on any tax bill issued by the County or to bill, collect or remit to the Lender any installments of the Special Assessment or any interest due and payable upon the Special Assessment Roll.

(b) The County hereby agrees that, pursuant to the assignment set forth in Section 4.04, it will cause to be paid over to the Lender all amounts received by the County from the Benzie County Treasurer as collections of any Payment Default Amount within forty-five (45) days of the date such sums are received by the County from the Benzie County Treasurer. The parties hereto expressly acknowledge and agree that in no event shall the County advance to the Lender the amount of any unpaid Payment Default Amount, and the County shall be obligated to pay over to the Lender only such sums as are actually received by the Benzie County Treasurer as collections of any Payment Default Amount.

(c) In the event that any interest, penalties, fees or other charges shall be imposed upon the Special Assessment Parcel or against the Special Assessment Roll or the amount of any unpaid Special Assessment pursuant to the ordinances of the County or the General Property Tax Act, by Benzie County, Michigan, for the administration, billing, collection or enforcement of the Special Assessment created hereby, such amounts shall remain a debt of the Property Owner to Benzie County, Michigan, as their interests may appear, and shall not be deemed to have been assigned to the Lender pursuant to the terms of this Agreement or otherwise.

## **Benzie County PACE Special Assessment Agreement**

(d) The Lender hereby agrees and acknowledges that it shall have no right, and if such right were to be found to exist, hereby waives such right, to seek payment of any delinquent installment of the Special Assessment, and any interest, penalties, fees, or other charges, through the Benzie County Delinquent Tax Revolving Fund ("DTRF"), or any subsequent County fund which may replace the DTRF, or any other County funds.

**Section 4.06 Prepayment of Special Assessment.** Subject to the provisions of the Loan Documents, including, without limitation, prepayment penalties, if any, the Property Owner may, upon sixty (60) days' written notice to the Lender and the County, prepay any installment of the Special Assessment specified in the Payment Schedule by causing to be paid to the Lender the amount of the installment to be prepaid, together with accrued interest thereon to the date of prepayment. If such prepayment of any installment is not received by the Lender on the date specified for prepayment, the Lender shall promptly deliver written notice to the County that such prepayment was not received by the Lender.

**Section 4.07 Invalidity; Cure.** In the event of any invalidity of the Special Assessment, the Authorized Official, at the request of the Lender, and if the County shall have received indemnity satisfactory to the Authorized Official for its costs and expenses (including reasonable attorneys' fees), shall cause a new Special Assessment to be made for all or any part of the Improvements in accordance with Act 270 and the PACE Program as reasonably determined by the Authorized Official. The Property Owner, on behalf of itself and its successors in interest, lessees, purchasers, and assigns, hereby waives any objections to and agrees to the imposition of such new Special Assessment; *provided, however*, that the amount of the new Special Assessment shall not exceed the unpaid principal amount of the Loan at the time the new Special Assessment shall be established.

**Section 4.08 Benzie County or Benzie County Treasurer Becoming Owner of the Special Assessment Parcel.** In the event that the County Treasurer takes ownership of the Special Assessment Parcel by operation of law, the County Treasurer and the Lender agree that while the lien on the Special Assessment Parcel will remain in full force and effect, and all principal, interest, penalties, fees, and other charges, either based on Michigan Compiled Laws or the Loan Documents will continue to accrue during the period of time that the County Treasurer owns the Special Assessment Parcel. No loan or special assessment payments, including interest, penalties, fees or other charges, are required to be paid or will be accrued by the County Treasurer to the Lender. Any and all principal, interest, penalties, fees, and other charges which accrue during the period by which the County Treasurer own the Special Assessment Parcel will, in the sole and unlimited discretion of the Lender, either be: (1) considered immediately due and payable by any person or entity who purchases the Special Assessment Parcel from the County Treasurer, and no sale or transfer of the Special Assessment Parcel is valid unless and until all principal, interest, penalties, fees, and other charges have been paid by the subsequent owner of the Special Assessment Parcel; or (2) capitalized into the outstanding principal balance of the Special Assessment, causing the Lender to provide a revised Payment Schedule in an amount necessary to amortize the new outstanding principal balance of the Special Assessment over the remaining number of payments. The lien created by the Special Assessment shall not be extinguished or released until all necessary principal and interest



## **Benzie County PACE Special Assessment Agreement**

payments, as well as all penalties, fees, and other charges, as determined solely by Lender, have been paid and received by Lender.

### **ARTICLE V CONDITIONS PRECEDENT**

#### **Section 5.01 Conditions Precedent to the County's Obligations.**

The obligations of the Count under this Agreement shall be subject to the satisfaction of the following conditions precedent on or prior to the date of execution and delivery of this Agreement by the County, unless waived in writing by the County:

(a) The County, the Property Owner and the Lender shall have authorized, executed and delivered this Agreement and all approvals required hereby shall have been secured.

(b) No action, suit, proceeding or investigation shall be pending before any court, public board or body to which the Property Owner or the County is a party, or shall be threatened in writing against the Property Owner or the County, contesting the validity or binding effect of this Agreement, the Special Assessment or the Owner-Arranged Financing contemplated hereby, or which, if adversely decided, could have a material adverse effect upon the ability of the Property Owner to pay or the County to levy the Special Assessment or to assign to the Lender the right to receive payments of the Special Assessment, or which could have a material adverse effect on the ability of the Property Owner or the County to comply with any of the obligations and terms of this Agreement.

(c) There shall be no ongoing breach of any of the covenants and agreements of the Property Owner required to have been observed or performed by the Property Owner under the terms of this Agreement and no Event of Default by the Property Owner, and no event which, with the passage of time or the giving of notice or both could become an Event of Default by the Property Owner under this Agreement, shall have occurred.

(d) All documents, schedules, materials, maps, plans, descriptions and related matters which are contemplated to be made Appendices to this Agreement shall have been fully completed by the Property Owner to the County's reasonable satisfaction and such Appendices shall be true, accurate and complete.

(e) The Property Owner shall meet all eligibility requirements as set forth in **Appendix A.**

(f) The Property Owner and the Lender shall have authorized, executed and delivered the Loan Documents, and the Lender shall have funded the Loan in accordance with the terms of the Loan Documents.

(g) The Property Owner shall not have filed for bankruptcy or sought the protections of any state or federal insolvency law providing protections to debtors.

## **Benzie County PACE Special Assessment Agreement**

(h) The Property Owner shall have obtained consent from each holder of a mortgage interest or lien upon the Special Assessment Parcel prior to the execution and delivery of this Agreement in substantially the form set forth in the PACE Program Report.

### **ARTICLE VI REPRESENTATIONS AND WARRANTIES**

#### **Section 6.01 Representations and Warranties of the County.**

The County represents and warrants to the Property Owner that, as of the date of this Agreement:

(a) The execution and delivery of this Agreement has been duly authorized by the County, and this Agreement complies with Act 270 and constitutes a valid and binding agreement of the County, enforceable against the County in accordance with its terms, except as enforceability may be limited by bankruptcy, insolvency, fraudulent conveyance or other laws affecting creditors' rights generally, now existing or hereafter enacted, and by the application of general principals of equity, including those relating to equitable subordination.

(b) Neither the execution and delivery of this Agreement nor the consummation of the transaction contemplated herein is in violation of any provision of any existing law, ordinance, rule, resolution or regulation to which the County is subject, or any agreement to which the County is a party or by which the County is bound, or any order or decree of any court or governmental entity by which the County is subject.

(c) There are no delinquent taxes, special assessments, or water or sewer charges on the Special Assessment Parcel that will be assessed under this Agreement; and there are no delinquent assessments on the Special Assessment Parcel under a PACE program.

#### **Section 6.02 Representations and Warranties of the Property Owner.**

The Property Owner represents and warrants to the County and the Lender that:

(a) The Property Owner is duly organized and validly existing as a limited liability company in good standing under the laws of the State of Michigan, with power under the laws of the State of Michigan to carry on its business as now being conducted, and is duly qualified to do business in the State of Michigan; and the Property Owner has the power and authority to own the Special Assessment Parcel and to carry out its obligation to complete the Improvements.

(b) The execution and delivery of this Agreement will not result in a violation or default by the Property Owner of any provision of its Articles of Organization or Operating Agreement, or under any indenture, contract, mortgage, lien, agreement, lease, loan agreement, note, order, judgment, decree or other instrument of any kind or character to which it is a party and by which it is bound, or to which it or any of its assets are subject.

## **Benzie County PACE Special Assessment Agreement**

(c) The Property Owner is the sole and exclusive legal and equitable title owner of fee simple title to the Special Assessment Parcel and the Improvements located, or to be located, thereon and has full legal power and authority to consent to the finalization and levying of the Special Assessment as provided herein.

(d) The execution and delivery of this Agreement and the consummation of the transactions contemplated hereby have been duly authorized by all requisite action, and this Agreement has been duly executed and delivered by the Property Owner and constitutes a valid and binding agreement enforceable against the Property Owner in accordance with its terms, except as enforceability may be limited by bankruptcy, insolvency, fraudulent conveyance or other laws affecting creditors' rights generally, now existing or hereafter enacted, and by the application of general principles of equity, including those relating to equitable subordination.

(e) Property Owner warrants and agrees that any contractual, legal or other disputes between it and the Lender--other than matters specifically related to enforcement of property tax obligations--or the contractor involved in the Improvements, do not involve the County, and Property Owner agrees to hold the County and its agents, including but not limited to LAGM, harmless from any such disputes or causes of action.

(f) The Property Owner, the Special Assessment Parcel and the Improvements satisfy all of the PACE Program eligibility and program requirements set forth in **Appendix A**.

### **Section 6.03 Representations and Warranties of the Lender.**

The Lender represents and warrants to the County that:

(a) The Lender has experience in the market for property assessed clean energy programs and assessments and is capable of evaluating the merits and risks of its participation in the Owner-Arranged Financing contemplated by this Agreement.

(b) The Lender has made its own independent investigation of the Property Owner, the terms of this Agreement, the nature of the Special Assessment created hereby and the procedures for the collection and enforcement of the Special Assessment under this Agreement and the laws of the State of Michigan, and is not relying on the County, its agents, attorneys or employees for any of such information or with respect to the sufficiency and scope of such investigation. The Lender has not received, and is not relying on, any representations of the County with respect to the Property Owner.

(c) Lender warrants and agrees that any contractual, legal or other disputes between it and Property Owner--other than matters specifically related to enforcement of property tax obligations--do not involve the County, and Lender agrees to hold the County and its agents, including but not limited to LAGM, harmless from any such disputes or causes of action.

## **Benzie County PACE Special Assessment Agreement**

### **ARTICLE VII DEFAULT**

**Section 7.01 Property Owner Event of Default.** If the Property Owner shall default in the performance of any covenant or agreement on its part contained in this Agreement and such default shall continue for a period of ten (10) days after written notice thereof has been given to the Property Owner by the County, an “Event of Default” shall be deemed to have occurred under this Agreement.

**Section 7.02 Remedies for Property Owner Event of Default.** Upon the occurrence of an Event of Default as provided in Section 7.01 hereof, the County, after giving written notice as required, without further notice of any kind, and in addition to all other rights and remedies provided at law or in equity, shall be entitled to seek and obtain a decree of specific performance of this Agreement from a court of competent jurisdiction; or the right to recover from the Property Owner any damages incurred by the County and any costs incurred by the County in enforcing or attempting to enforce this Agreement or the Special Assessment, including attorneys’ fees and expenses; or to foreclose on the Special Assessment Parcel and to sell all or any part of the Special Assessment Parcel to the extent necessary to recover any damages and costs; or any combination of the foregoing. Notwithstanding the foregoing, the parties hereto acknowledge and agree that the County shall not be obligated to institute any of the actions or proceedings or to exercise any of the remedies authorized by this Section 7.02 upon the occurrence of an Event of Default hereunder, and that its obligations with respect to the billing, collection and enforcement of the Special Assessment or any installment thereon shall be limited to those obligations set forth in Article IV of this Agreement. The Lender acknowledges that neither the Special Assessment nor any installment thereon can be accelerated.

**Section 7.03 The County Default.** If the County shall default in the performance of any covenant or agreement on its part contained in this Agreement and shall fail to proceed in good faith to cure such default within sixty (60) days after written notice thereof has been received by the County from the Property Owner or the Lender, a “County Default” shall be deemed to have occurred under this Agreement.

**Section 7.04 Remedy for County Default.** Upon the occurrence of a County Default as provided in Section 7.03 hereof, and if the Property Owner or the Lender, as the case may be, shall have otherwise fully performed all of its obligations hereunder, the Property Owner or the Lender, after giving written notice as required, without further notice or demand, shall be entitled to seek and obtain a decree of specific performance from a court of competent jurisdiction; but neither the Property Owner nor the Lender shall have the right to seek to recover money damages against the County, including any costs or fees (including attorneys’ fees) incurred by the Property Owner or the Lender in enforcing or attempting to enforce this Agreement. Neither the occurrence of a County Default nor the institution of any proceeding or the exercise of any remedy upon the occurrence of a County Default shall negate or diminish the obligations of the Property Owner hereunder to pay the installments of the Special Assessment and interest accrued on the Special Assessment Roll and all other costs hereunder when the same shall become due and payable.

## Benzie County PACE Special Assessment Agreement

**Section 7.05 Waiver.** Failure of any party hereunder to act upon discovery of a default or to act upon the existence of an Event of Default shall not constitute a waiver of the right to pursue the remedies provided herein.

### ARTICLE VIII MISCELLANEOUS

**Section 8.01 Term.** Except as otherwise provided in this Agreement, the terms of this Agreement shall commence on the date first written above and shall terminate at such time as the Special Assessment liability shall have been fully satisfied as provided in Section 4.03(e) hereof.

**Section 8.02 Assignment.**

(a) Except as otherwise provided herein and as provided in Section 8.02(b) hereof, no party to this Agreement may transfer, assign or delegate to any other person or entity all or any part of its rights or obligations arising under this Agreement without the prior written consent of the other parties hereto excepting as otherwise expressly provided herein.

(b) The Lender and its successors and assigns may assign its rights and obligations under this Agreement and its rights in the Special Assessment, in whole but not in part; *provided, however,* that any such assignment shall be made only in accordance with applicable law; *and provided further, however,* that no such assignment shall be effective unless the County shall have first received (i) notice of the assignment disclosing the name and the address of the assignee, which shall be an address in the United States and (ii) a Certificate of Assignment executed by the assignee in the form attached to this Agreement as **Appendix G**. From and after the date of satisfaction of the conditions for the assignment of this Agreement as provided in this Section 8.02(b), the assignee of the Lender shall be a party hereto and shall have the rights and obligations of the Lender specified hereunder, and such assignee shall be deemed to be the “Lender” for all purposes of this Agreement.

**Section 8.03 Notices.** All notices, certificates or communications required by this Agreement to be given shall be in writing and shall be sufficiently given and shall be deemed delivered when personally served, or when received if mailed by registered or certified mail, postage prepaid, return receipt requested, addressed to the respective parties as follows, or to such other address as such party may specify by written notice to the other parties hereto:

## Benzie County PACE Special Assessment Agreement

If to the County:	Benzie County 448 Court Place Beulah, MI 49617 Attn:
With a copy to:	Benzie County PACE Administrator Lean & Green Michigan 500 Temple Street, Suite 6270 Detroit, MI 48201
If to the Property Owner:	PROPERTY OWNER ADDRESS
With a copy to:	The Lender
With a copy to:	Benzie County PACE Administrator Lean & Green Michigan 500 Temple Street, Suite 6270 Detroit, MI 48201
If to the Lender:	PACE LENDER ADDRESS
With a copy to:	ADDRESS

**Section 8.04 Amendment and Waiver** No amendment or modification to or of this Agreement shall be binding upon any party hereto until such amendment or modification is reduced to writing and executed by each party hereto. No waiver of any term of this Agreement shall be binding upon any party until such waiver is reduced to writing, executed by the party to be charged with such waiver, and delivered to the other parties hereto.

**Section 8.05 Entire Agreement**. This Agreement constitutes the entire agreement between the County, on the one hand, and the Lender and the Property Owner, on the other hand. There are no other representations, warranties, promises, agreements or understandings, oral, written or implied, between the County, on the one hand, and the Lender or the Property Owner, on the other hand.

**Section 8.06 Execution in Counterparts**. This Agreement may be executed in counterparts, each of which shall be an original and all of which shall constitute the same instrument.

**Section 8.07 Captions**. The captions and headings in this Agreement are for convenience only and in no way limit, define or describe the scope or intent of any provision of this Agreement.

## **Benzie County PACE Special Assessment Agreement**

**Section 8.08 Applicable Law.** This Agreement shall be governed in all respects, whether as to validity, construction, performance and otherwise, by the laws of the State of Michigan.

**Section 8.09 Mutual Cooperation.** Each party to this Agreement shall take all actions required of it by the terms of this Agreement as expeditiously as possible and shall cooperate to the fullest extent possible with the other parties to this Agreement. Each party to this Agreement shall exercise reasonable diligence in reviewing, approving, executing and delivering all documents necessary to accomplish the purposes and intent of this Agreement. Each party to this Agreement also shall use its best efforts to assist the other parties to this Agreement in the discharge of its obligations hereunder and to assure that all conditions precedent to the financing arrangements are satisfied.

**Section 8.10 Binding Effect; No Third-Party Beneficiary.** This Agreement shall be binding upon the parties hereto and upon their respective successors and assigns. In no event shall the provisions of this Agreement be deemed to inure to the benefit of or be enforceable by any third party, except for permitted assigns.

**Section 8.11 Force Majeure.** No party hereto shall be liable for the failure to perform its obligations hereunder if said failure to perform is due to Force Majeure. Said failure to perform shall be excused only for the period during which the event giving rise to said failure to perform exists; *provided, however*, that the party seeking to take advantage of this Section shall notify the other party in writing, setting forth the event giving rise to said failure to perform, within ten (10) business days after the occurrence of said event.

[SIGNATURES ON THE FOLLOWING PAGE]

## Benzie County PACE Special Assessment Agreement

**IN WITNESS WHEREOF**, Benzie County, [PROPERTY OWNER], and [LENDER] have caused this PACE Special Assessment Agreement to be duly executed and delivered as of the date first written above.

**PROPERTY OWNER**

\_\_\_\_\_

By:

Its:

State of Michigan     )  
                                  ) ss  
County of Wayne     )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2023, by \_\_\_\_\_ the Authorized Signatory of [PROPERTY OWNER] on behalf of [PROPERTY OWNER].

\_\_\_\_\_  
Notary Public

\_\_\_\_\_County, Michigan

My commission expires \_\_\_\_\_



# Benzie County PACE Special Assessment Agreement

**IN WITNESS WHEREOF**, Benzie County, [PROPERTY OWNER], and [LENDER] have caused this PACE Special Assessment Agreement to be duly executed and delivered as of the date first written above.

**LENDER**

---

By:

Its:

State of \_\_\_\_\_ )  
 ) ss  
County of \_\_\_\_\_ )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2023, by \_\_\_\_\_ the Authorized Signatory of [LENDER], on behalf of [LENDER].

Notary Public  
\_\_\_\_ County, \_\_\_\_\_  
My commission expires \_\_\_\_\_

**Benzie County PACE Special Assessment Agreement**

**IN WITNESS WHEREOF**, Benzie County, [PROPERTY OWNER], and [LENDER] have caused this PACE Special Assessment Agreement to be duly executed and delivered as of the date first written above.

**Benzie County**

\_\_\_\_\_

By:

Its:

State of Michigan     )  
                                  ) ss  
County of Benzie     )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2023, by \_\_\_\_\_ of Benzie County on behalf of Benzie County.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_County, Michigan

My commission expires \_\_\_\_\_

## **Benzie County PACE Special Assessment Agreement**

### **APPENDIX A**

#### **PROGRAM ELIGIBILITY CHECKLIST**

Property is privately owned commercial or industrial real property within Benzie County's jurisdictional boundaries, which may be owned by any individual or private entity, whether for-profit or non-profit. MCL 460.933(g). Multi-family residential property is included in the definition of commercial property.

There are no delinquent taxes, special assessments, or water or sewer charges on the property. The Authorized Official at his discretion may disqualify properties that although not currently delinquent, have been delinquent within six months of the application's submission. MCL 460.941(2)(a).

There are no delinquent assessments on the property under a PACE program. MCL 460.941(2)(b).

The term of assessment shall not exceed the lesser of the useful life of the energy project paid for by the assessment or 25 years. Projects that consist of multiple energy efficiency improvements or renewable energy systems with varying lengths of useful life may blend the lengths to determine an overall assessment term that does not exceed the useful life of the improvements in aggregate. MCL 460.939(i).

An appropriate ratio must be determined for the amount of assessment in relation to the assessed value of the property. MCL 460.939(j).

Written consent from the mortgage holder must be obtained if the property is subject to a mortgage. MCL 460.939(k).

A baseline energy audit must be conducted for the property that is approved by LAGM. Such approval may be granted retroactively if the audit meets the standards of LAGM. MCL 460.939(o).

For projects financed for more than \$250,000, a performance guarantee must be provided by the contractor(s) to guarantee a savings to investment ratio greater than one (1). MCL 460.939(p). The performance guarantee must meet the standards set by LAGM.

For projects financed for more than \$250,000, financial and logistical arrangements for ongoing measurement and verification of energy savings that meet standards set by LAGM. MCL 460.939(p).

**Benzie County PACE Special Assessment Agreement**

**APPENDIX B**

**SPECIAL ASSESSMENT PARCEL DESCRIPTION**

**Parcel Number:**

**Address:**

**LEGAL DESCRIPTION:**

**Benzie County PACE Special Assessment Agreement**

**APPENDIX C**

**SPECIAL ASSESSMENT ROLL**

PACE Special Assessment

**Parcel Number:**

**Address:**

**City:**

**Owner:**

**Assessment:** \$

**Percent:** 100%

I certify that the above is the Special Assessment Roll created for the PACE project referenced in this Agreement in the applicable county, township, city, village, or applicable entity, in the State of Michigan, subject to payment of Special Assessment as outlined in Appendix D of this Agreement.

---

By:  
Title:

---

Dated

**Benzie County PACE Special Assessment Agreement**

**APPENDIX D**

**PAYMENT SCHEDULE**

**Benzie County PACE Special Assessment Agreement**

**APPENDIX E**

**DESCRIPTION OF IMPROVEMENTS**

**APPENDIX F**  
**PACE Application**



## Benzie County PACE Special Assessment Agreement

### **APPENDIX G** **FORM OF CERTIFICATE OF ASSIGNMENT**

This Certificate of Assignment of the PACE Special Assessment Agreement ("**Assignment**"), dated effective as of \_\_\_\_\_ (the "**Effective Date**"), is made by Twain Community Partners II LLC ("**Assignor**") to \_\_\_\_\_ ("**Assignee**"). Assignor and Assignee are referred to at times, each individually as a "**Party**," and collectively as the "**Parties**."

#### Agreement

1. For good and valuable consideration<sup>1</sup> and the payment of Ten Dollars and No Cents (\$10.00), the receipt and sufficiency of which is hereby acknowledged, confessed, stipulated and agreed upon by Assignor, Assignor ASSIGNS, BARGAINS, GIVES, SETS OVER, CONVEYS, TRANSFERS and DELIVERS to Assignee all of Assignor's rights, title, interest, obligations, and duties under the PACE Special Assessment Agreement (Parcel #\_\_\_\_\_, as described in **Exhibit A**, attached hereto) entered into by Assignor, [PROPERTY OWNER], a Michigan limited liability company, and Benzie County, and the related [LOAN DOCUMENTS] (the "**Transferred Interest**"), together with all of Assignor's rights to receive payments from [PROPERTY OWNER] and/or [SERVICER] attributable to the Transferred Interest arising on and after the date of this Assignment.

2. Assignor warrants that: (i) it is authorized to execute this document; (ii) it is conveying good, indefeasible title to the Transferred Interest; (iii) the Transferred Interest is free and clear of all liens and encumbrances, and no party has any rights in or to acquire, or hold as security, or otherwise, the Transferred Interest; and (iv) it has provided Benzie County with a notice of this Assignment, a copy of which is attached hereto as **Exhibit B**.

3. Assignor hereby agrees to make, execute and deliver to Assignee any and all further instruments of conveyance, assignment or transfer, and any and all other instruments, as may be necessary or proper to carry out the purpose and intent of this Assignment and/or to fully vest Assignee in all rights, titles, interests obligations, and duties of Assignor in and to the Transferred Interest, which instruments shall be delivered to Assignee as soon as possible without any condition or delay on the part of Assignor.

4. Assignee hereby accepts all of Assignor's rights, title, interest, obligations, and duties under the PACE Special Assessment Agreement and agrees to be bound by its terms. From and after the date of this Assignment and satisfaction of the conditions contained in Section 8.02(b) of the PACE Special Assessment Agreement, Assignee shall be a party to the PACE Special Assessment Agreement and shall have the rights and obligations of the Assignor specified thereunder, and Assignee shall be deemed to be the "Lender" for all purposes of the PACE Special Assessment Agreement.

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<sup>1</sup> State exemption: MCL 207.526(d); County exemption: MCL 207.505(d)

## Benzie County PACE Special Assessment Agreement

5. All notices, certificates or communications provided pursuant to the PACE Special Assessment Agreement to Assignee shall be delivered as provided in the PACE Special Assessment Agreement to:

Assignee:

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Attention)

With a copy to:

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Attention)

IN WITNESS WHEREOF, Assignor and Assignee hereby agree to be bound by the terms of this Assignment and each has executed this Assignment to be effective as of the Effective Date.

ASSIGNOR:

\_\_\_\_\_  
[LENDER]

By: \_\_\_\_\_

Its: \_\_\_\_\_

ASSIGNEE:

\_\_\_\_\_  
Name: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

# Benzie County PACE Special Assessment Agreement

## APPENDIX H

### FORM OF LENDER CONSENT

#### Lender Consent and Acknowledgement of Owner Participation in Benzie County, Michigan, PACE Program

This acknowledgement is granted \_\_\_\_\_, 20\_\_, by NAME OF MORTGAGE HOLDER (the “Lender”), and for the benefit of \_\_\_\_\_ (the “Property Owner”), and Benzie County in the State of Michigan.

#### Recitals

A. Pursuant to Public Act No. 270 of 2010, Benzie established the Benzie County Property Assessed Clean Energy (“PACE”) Program on \_\_\_\_\_, 20\_\_, by resolution, to promote installation of energy efficiency improvements and/or renewable energy systems.

B. The Property Owner has applied to the Program to finance the amount of \$ AMOUNT OF FINANCING, to be paid back as an assessment on Property Owner’s real property, described in **Appendix D** attached hereto (the “Property”), over a period of twenty years.

C. Owner has previously executed a mortgage, deed of trust, dated \_\_\_\_\_, 20\_\_, to the Lender, covering the Property, to secure a promissory note in the sum of \$ AMOUNT OF LOAN, and recorded on \_\_\_\_\_, 20\_\_ at Liber \_\_, Page \_\_, Benzie County Register of Deeds.

D. Repayment by the Property Owner under the PACE Special Assessment Agreement will be a statutory assessment levied against the Property notice of which shall be recorded against the Property in the Office of the County Clerk/Register of Deeds for Benzie County, and which assessment, together with interest and any penalties, shall constitute a lien (the “Lien”) on the Property, and shall be collected subject to the terms agreed to between the parties and as contained in the PACE Special Assessment Agreement.

#### Consent and Acknowledgement

Lender acknowledges that it has been informed of the Property Owner’s participation in the Benzie PACE Program and agrees that Property Owner’s execution of the PACE Special Assessment Agreement will not constitute a default under Lender’s Deed of Trust.

Execution of this Consent and Acknowledgement by Lender’s representative shall constitute full and complete consent to the Property Owner’s participation in the Benzie PACE Program.

**Benzie County PACE Special Assessment Agreement**

Name of Lender: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

STATE OF MICHIGAN                    )  
                                                          ) ss  
COUNTY OF \_\_\_\_\_ )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by  
\_\_\_\_\_, on behalf of \_\_\_\_\_.

\_\_\_\_\_  
\_\_\_\_\_, Notary Public  
\_\_\_\_\_County, State of \_\_\_\_\_  
Acting in \_\_\_\_\_ County  
My Commission Expires:

**BENZIE COUNTY, MICHIGAN**  
**2023-012**

**RESOLUTION TO ESTABLISH PROPERTY ASSESSED CLEAN ENERGY PROGRAM**

Minutes of a regular meeting of the Board of Commissioners of Benzie County (“Commission”), Michigan, held at 448 Court Place, Beulah, MI 49617, on September 12, 2023 at 9:00 a.m., local time.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by Member \_\_\_\_\_ and supported by Member:

**WHEREAS:**

1. At its meeting of July 11, 2023, this Commission adopted a resolution of intent to establish and to hold a public hearing concerning the establishment of a property assessed clean energy program (“PACE Program”) and create a PACE district(s) pursuant to 2010 PA 270 (“Act 270”) to promote “energy projects” defined by Act 270 to include “installation or modification of energy efficiency improvements or the acquisition, installation or improvement of renewable energy systems.”
2. The Commission held a public hearing on the proposed PACE Program on August 8, 2023 during which the Commission heard comments on the proposed PACE program from anyone wishing to address the Commission concerning it.
3. Financing energy projects is a valid public purpose.
4. The proposed PACE program as described in the Benzie County PACE Program Report, an updated version of which is attached as Exhibit A, would provide financing for energy projects with property owner-arranged loans from a commercial lender the repayment of which, if approved by the property owner with the consent of any mortgage holder, would be made and secured by assessments against the property benefited by the projects, so that no County moneys, general County taxes or County credit of any kind whatsoever shall be pledged, committed or used in connection with any energy project.
5. The types of energy projects that may be so financed, the administration of the PACE Program, the manner of establishing PACE Districts within the County in which the PACE Program may be used, and other details of the proposed PACE Program, as required by Act 270, are set forth in detail in PACE Program Report.

**NOW, THEREFORE, BE IT RESOLVED:**

1. The County of Benzie establishes the Benzie County PACE Program and creates a PACE district pursuant to Act No. 270, Public Acts of Michigan, 2010, the terms and conditions of which are set forth in the PACE Program Report attached as Exhibit A and incorporated by reference, which PACE Program Report is approved.
2. All aspects of the Benzie County PACE Program may be amended by approving resolutions of the Board of Commissioners without a new public hearing.
3. The County may join with any other local unit of government, or with any person, or with any number or combination thereof, by contract or otherwise as may be permitted by law, for the implementation of the Benzie County PACE Program, in whole or in part, and the Board Chair or his/her designee is authorized to execute and deliver such documents, agreements or certificates as may be necessary or advisable to permit the cooperative implementation of the PACE Program as provided by Act 270 or other applicable law.
4. The Commission, by adoption of this Resolution, formally states its intention to join Lean & Green Michigan™, and to utilize Lean & Green Michigan, LLC as a PACE Administrator. The Commission reserves the right to appoint other parties to act as a PACE Administrator.
5. All resolutions and parts of resolutions are, to the extent of any conflicts with this resolution, rescinded.

YEAS: \_\_\_\_\_

NAY: \_\_\_\_\_

ABSENT: \_\_\_\_\_

RESOLUTION NO. 2023-012 ADOPTED.

\_\_\_\_\_

The foregoing resolution was adopted at a regular meeting of the Board of Commissioners of Benzie County on \_\_\_\_\_, 2023.

\_\_\_\_\_

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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: September 7, 2023

Subject: **Michigan DNR Trust Fund Grant Acceptance – Railroad Point**

Benzie County is the recipient of a \$300,000 grant from the Michigan Department of Natural Resources Trust Fund, specifically for Railroad Point Water Access. Attached you will find a project agreement to be signed in order to receive this funding. It should be noted as well that this grant contains a 50% match. The match for this grant would come from the Grand Traverse Regional Land Conservancy.

**Recommendation:**

That the Board of Commissioners accepts the \$300,000 grant award from the State of Michigan Department of Natural Resources Trust Fund for Railroad Point Water Access and authorizes the Chair to sign the Development Project Agreement.





1. This Agreement shall be administered on behalf of the DEPARTMENT by the Grants Management Section within the Finance and Operations Division. All notices, reports, documents, requests, actions or other communications required between the DEPARTMENT and the GRANTEE shall be submitted through the department's online grant management system, MiGrants, which is accessed through [www.michigan.gov/dnr-grants](http://www.michigan.gov/dnr-grants), unless otherwise instructed by the DEPARTMENT. Primary points of contact pertaining to this agreement shall be:

### GRANTEE CONTACT

---

Name/Title

---

Organization

---

Address

---

Address

---

Telephone Number

---

E-mail Address

### DEPARTMENT CONTACT

---

MNRTF Grant Program Manager

---

Name/Title

---

Grants Management/DNR Finance & Operations

---

Organization

---

525 W. Allegan Street, Lansing, MI 48933

---

Address

---

P.O. Box 30425, Lansing, MI 48909

---

Address

---

517-284-7268

---

Telephone Number

---

DNR-Grants@michigan.gov

---

E-mail Address

2. The legal description of the project area, boundary map of the project area, and the development grant application bearing the number **TF22-0129** uploaded to MiGrants are by this reference made part of this Agreement. The Agreement together with the referenced documents in MiGrants constitute the entire Agreement between the parties and may be modified only in writing and executed in the same manner as the Agreement is executed.
3. The time period allowed for project completion is from **08/07/2023** through **08/31/2025**, hereinafter referred to as the "project period." Requests by the GRANTEE to extend the project period shall be submitted in MiGrants before the expiration of the project period. Extensions to the project period are at the discretion of the DEPARTMENT and may only be extended by an amendment to this Agreement.
4. The words "project area" shall mean the land and area described in the uploaded legal description and shown on the uploaded boundary map.
5. The words "project facilities" shall mean the following individual components, as further described in the application.

Access Pathway 6' wide or more  
Beach Access Mat  
Bench(es)  
Bike Rack(s)  
Boardwalk  
Canoe/Kayak Launch or Ramp  
Crushed Stone Parking Lot  
Entrance Drive  
Fishing Pier or Dock  
Landscaping  
Overlook or Observation Deck  
Paved ADA Parking Space(s)  
Picnic Table(s)

Recycle Bin(s)  
Seawall or Shoreline Stabilization  
Signage  
Trail 5' - 8' wide  
Trash Bin(s)

6. The DEPARTMENT will:

- a. grant to the GRANTEE a sum of money equal to **Fifty percent (50%)** of **Six Hundred Thousand dollars (\$600,000.00)**, which is the total eligible cost of construction of the project facilities including engineering costs, but in any event not to exceed **Three Hundred Thousand dollars (\$300,000.00)**.
- b. grant these funds in the form of reimbursements to the GRANTEE for eligible costs and expenses incurred as follows:
  - i. Payments will be made on a reimbursement basis at **Fifty percent (50%)** of the eligible expenses incurred by the GRANTEE up to 90% of the maximum reimbursement allowable under the grant.
  - ii. Reimbursement will be made only upon DEPARTMENT review and approval of a complete reimbursement request submitted by the GRANTEE through the MiGrants website, including but not limited to copies of invoices, cancelled checks, EFTs, list of volunteer and/or force account time and attendance records.
  - iii. The DEPARTMENT shall conduct an audit of the project's financial records upon approval of the final reimbursement request by DEPARTMENT staff. The DEPARTMENT may issue an audit report with no deductions or may find some costs ineligible for reimbursement.
  - iv. The final 10% of the grant amount will be released upon completion of a satisfactory audit by the DEPARTMENT and documentation that the GRANTEE has erected an MNRTF sign in compliance with Section 7(j) of this Agreement.

7. The GRANTEE will:

- a. immediately make available all funds needed to incur all necessary costs required to complete the project and to provide **Three Hundred Thousand dollars (\$300,000.00)** in local match. This sum represents **Fifty percent (50%)** of the total eligible cost of construction including engineering costs. Any cost overruns incurred to complete the project facilities called for by this Agreement shall be the sole responsibility of the GRANTEE .
- b. with the exception of engineering costs as provided for in Section 8, incur no costs toward completion of the project facilities before execution of this Agreement and before DEPARTMENT approval of plans , specifications and bid documents.
- c. complete construction of the project facilities to the satisfaction of the DEPARTMENT and to comply with the development project procedures set forth by the DEPARTMENT in completion of the project , including but not limited to the following:
  - i. Retain the services of a professional architect, landscape architect, or engineer, registered in the State of Michigan to serve as the GRANTEE'S Prime Professional. The Prime Professional shall prepare the plans, specifications and bid documents for the project and oversee project construction.
  - ii. **Within 180 days** following execution of this Agreement by the GRANTEE and the DEPARTMENT and before soliciting bids or quotes or incurring costs other than costs associated with the development of plans, specifications, or bid documents, provide the DEPARTMENT with plans, specifications, and bid documents for the project facilities, sealed by the GRANTEE'S Prime Professional.
  - iii. Upon DEPARTMENT approval of plans, specifications and bid documents, openly advertise and seek written bids for contracts for purchases or services with a value equal to or greater than \$50,000 and accept the lowest qualified bid as determined by the GRANTEE'S Prime Professional.
  - iv. Upon DEPARTMENT approval of plans, specifications and bid documents, solicit three (3) written quotes for contracts for purchases or services between \$5,000 and \$50,000 and accept the lowest qualified bid as determined by the GRANTEE'S Prime Professional.
  - v. Maintain detailed written records of the contracting processes used and submit these records to the DEPARTMENT upon request.
  - vi. Complete construction to all applicable local, state and federal codes, as amended; including but not limited to the federal Americans with Disabilities Act (ADA) of 2010, as amended; the Persons with Disabilities Civil Rights Act, Act 220 of 1976, as amended; the Playground Equipment Safety Act, P.A. 16 of 1997, as amended; the Utilization of Public Facilities by Physically Limited Act, P.A. 1 of 1966, as

amended; the Elliott-Larsen Civil Rights Act, Act 453 of 1976, as amended; and the 2013 Access Board's Final Guidelines for Outdoor Developed Areas.

vii. Bury all new utilities within the project area.

viii. Correct any deficiencies discovered at the final inspection within 90 days of written notification by the DEPARTMENT. These corrections shall be made at the GRANTEE'S expense and are eligible for reimbursement at the discretion of the DEPARTMENT and only to the degree that the GRANTEE'S prior expenditures made toward completion of the project are less than the grant amount allowed under this Agreement.

- d. operate the project facilities for a minimum of their useful life as determined by the DEPARTMENT, to regulate the use thereof to the satisfaction of the DEPARTMENT, and to appropriate such monies and/or provide such services as shall be necessary to provide such adequate maintenance.
  - e. provide to the DEPARTMENT for approval, a complete tariff schedule containing all charges to be assessed against the public utilizing the project area and/or any of the facilities constructed thereon, and to provide to the DEPARTMENT for approval, all amendments thereto before the effective date of such amendments. Preferential membership or annual permit systems are prohibited on grant-assisted sites, except to the extent that differences in admission and other fees may be instituted on the basis of residence. Nonresident fees shall not exceed twice that charged residents. If no resident fees are charged, nonresident fees may not exceed the rate charged residents at other comparable state and local public recreation facilities.
  - f. adopt such ordinances and/or resolutions necessary to effectuate the provisions of this Agreement; certified copies of all such ordinances and/or resolutions adopted for such purposes shall be forwarded to the DEPARTMENT before the effective date thereof.
  - g. separately account for any revenues received from the project area which exceed the demonstrated operating costs and to reserve such surplus revenues for the future maintenance and/or expansion of the GRANTEE'S park and outdoor recreation program.
  - h. furnish the DEPARTMENT, upon request, detailed statements covering the annual operation of the project area and/or project facilities, including income and expenses and such other information the DEPARTMENT might reasonably require.
  - i. maintain the premises in such condition as to comply with all federal, state, and local laws which may be applicable, and to make any and all payments required for all taxes, fees, or assessments legally imposed against the project area.
  - j. erect and maintain a sign on the property which designates this project as one having been constructed with the assistance of the MNRTF. The size, color and design of this sign shall be in accordance with DEPARTMENT specifications.
  - k. conduct a dedication/ribbon-cutting ceremony as soon as possible after the project is completed and the MNRTF sign is erected within the project area. At least 30 days prior to the dedication/ribbon-cutting ceremony, the DEPARTMENT must be notified in writing of the date, time, and location of the dedication/ribbon-cutting ceremony. GRANTEE shall provide notice of ceremony in the local media. Use of the grant program logo and a brief description of the program are strongly encouraged in public recreation brochures produced by the GRANTEE. At the discretion of the DEPARTMENT, the requirement to conduct a dedication/ribbon-cutting ceremony may be waived.
8. Only eligible costs and expenses incurred toward completion of the project facilities after execution of the Project Agreement shall be considered for reimbursement under the terms of this Agreement. Eligible engineering costs incurred toward completion of the project facilities beginning **January 1, 2023** and throughout the project period are also eligible for reimbursement. Any costs and expenses incurred after the project period shall be the sole responsibility of the GRANTEE.
9. To be eligible for reimbursement, the GRANTEE shall comply with DEPARTMENT requirements. At a minimum, the GRANTEE shall:
- a. Submit a progress report every 180 days during the project period.
  - b. Submit complete requests for partial reimbursement when the GRANTEE is eligible to request at least 25 percent of the grant amount and construction contracts have been executed or construction by force account labor has begun.
  - c. Submit a complete request for final reimbursement **within 90 days of project completion and no later than 11/30/2025**. If the GRANTEE fails to submit a complete final request for reimbursement by **11/30/2025**, the DEPARTMENT may audit the project costs and expenses and make final payment based on documentation on file as of that date or may terminate this Agreement and require full repayment of grant funds by the GRANTEE.
10. During the project period, the GRANTEE shall obtain prior written authorization from the DEPARTMENT before adding,

deleting or making a significant change to any of the project facilities as proposed. Approval of changes is solely at the discretion of the DEPARTMENT. Furthermore, following project completion, the GRANTEE shall obtain prior written authorization from the DEPARTMENT before implementing a change that significantly alters the project facilities as constructed and/or the project area, including but not limited to discontinuing use of a project facility or making a significant change in the recreational use of the project area. Changes approved by the DEPARTMENT pursuant to this Section may also require prior approval of the BOARD, as determined by the DEPARTMENT.

11. All project facilities constructed or purchased by the GRANTEE under this Agreement shall be placed and used at the project area and solely for the purposes specified in the application and this Agreement.
12. The project area and all facilities provided thereon, as well as the land and water access ways to them, shall be open to the general public at all times on equal and reasonable terms. No individual shall be denied ingress or egress thereto or the use thereof because of sex, race, color, religion, national origin, residence, age, height, weight, familial status, marital status, or disability.
13. Unless an exemption has been authorized by the DEPARTMENT pursuant to this Section, the GRANTEE hereby represents that it possesses fee simple title, free of all liens and encumbrances, to the project area. The fee simple title shall not be subject to: 1) any possibility of reversion or right of entry for condition broken or any other executory limitation which may result in defeasance of title or 2) to any reservation or prior conveyance of coal, oil, gas, sand, gravel or other mineral interests. For any portion of the project area that the GRANTEE does not possess in fee simple title, the GRANTEE hereby represents that it has:
  - a. Received an exemption from the DEPARTMENT before the execution of this Agreement, and
  - b. Received prior approval from the DEPARTMENT of a lease and/or easement for any portion of the property not held in fee simple title as indicated in written correspondence from the DEPARTMENT dated \_\_\_\_\_, and
  - c. Supplied the DEPARTMENT with an executed copy of the approved lease or easement, and
  - d. Confirmed through appropriate legal review that the terms of the lease or easement are consistent with GRANTEE'S obligations under this Agreement and will not hinder the GRANTEE'S ability to comply with all requirements of this Agreement. In no case shall the lease or easement tenure be less than 20 years from the date of execution of this Agreement.
14. The GRANTEE shall not allow any encumbrance, lien, security interest, mortgage or any evidence of indebtedness to attach to or be perfected against the project area or project facilities included in this Agreement.
15. None of the project area, nor any of the project facilities constructed under this Agreement, shall be wholly or partially conveyed in perpetuity, either in fee, easement or otherwise, or leased for a term of years or for any other period, nor shall there be any whole or partial transfer of the lease title, ownership, or right of maintenance or control by the GRANTEE except with the written approval and consent of the DEPARTMENT. The GRANTEE shall regulate the use of the project area to the satisfaction of the DEPARTMENT.
16. The assistance provided to the GRANTEE as a result of this Agreement is intended to have a lasting effect on the supply of outdoor recreation, scenic beauty sites, and recreation facilities beyond the financial contribution alone and permanently commits the project area to Michigan's outdoor recreation estate, therefore:
  - a. The GRANTEE agrees that lands in the project area are being acquired with MNRTF assistance and shall be maintained in public outdoor recreation use in perpetuity. No portion of the project area shall be converted to other than public outdoor recreation use without the approval of the DEPARTMENT. The DEPARTMENT shall approve such conversion only upon such conditions as it deems necessary to assure the substitution by GRANTEE of other outdoor recreation properties of equal or greater market value and of reasonably equivalent usefulness and location. Such substituted land shall become part of the project area and will be subject to all the provisions of this Agreement.
  - b. Approval of a conversion shall be at the sole discretion of the DEPARTMENT.
  - c. Before completion of the project, the GRANTEE and the DEPARTMENT may mutually agree to alter the project area through an amendment to this Agreement to provide the most satisfactory public outdoor recreation area.

17. Should title to the lands in the project area or any portion thereof be acquired from the GRANTEE by any other entity through exercise of the power of eminent domain, the GRANTEE agrees that the proceeds awarded to the GRANTEE shall be used

to replace the lands and project facilities affected with outdoor recreation lands and project facilities of equal or greater market value, and of equal or greater usefulness and location. The DEPARTMENT and BOARD shall approve such replacement only upon such conditions as it deems necessary to assure the replacement by GRANTEE of other outdoor recreation properties and project facilities of equal or greater market value and of equal or greater usefulness and location. Such replacement land shall be subject to all the provisions of this Agreement.

**18. The GRANTEE acknowledges that:**

- a. The GRANTEE has examined the project area and has found the property safe for public use or actions will be taken by the GRANTEE before beginning the project to assure safe use of the property by the public, and
- b. The GRANTEE is solely responsible for development, operation, and maintenance of the project area and project facilities, and that responsibility for actions taken to develop, operate, or maintain the property is solely that of the GRANTEE, and
- c. The DEPARTMENT'S involvement in the premises is limited solely to the making of a grant to assist the GRANTEE in developing the project site.

**19. The GRANTEE assures the DEPARTMENT that the proposed State-assisted action will not have a negative effect on the environment and, therefore, an Environmental Impact Statement is not required.**

**20. The GRANTEE hereby acknowledges that this Agreement does not require the State of Michigan to issue any permit required by law to construct the outdoor recreational project that is the subject of this Agreement. Such permits include, but are not limited to, permits to fill or otherwise occupy a floodplain, and permits required under Parts 301 and 303 of the Natural Resources and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended. It is the sole responsibility of the GRANTEE to determine what permits are required for the project, secure the needed permits and remain in compliance with such permits.**

**21. Before the DEPARTMENT will approve plans, specifications, or bid documents; or give approval to the GRANTEE to advertise, seek quotes, or incur costs for this project, the GRANTEE must provide documentation to the DEPARTMENT that indicates either:**

- a. It is reasonable for the GRANTEE to conclude, based on the advice of an environmental consultant, as appropriate, that no portion of the project area is a facility as defined in Part 201 of the Michigan Natural Resources and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended;
- or
- b. If any portion of the project area is a facility, documentation that Department of Environment, Great Lakes and Energy-approved response actions have been or will be taken to make the site safe for its intended use within the project period, and that implementation and long-term maintenance of response actions will not hinder public outdoor recreation use and/or the resource protection values of the project area.

**22. If the DEPARTMENT determines that, based on contamination, the project area will not be made safe for the planned recreation use within the project period, or another date established by the DEPARTMENT in writing, or if the DEPARTMENT determines that the presence of contamination will reduce the overall usefulness of the property for public recreation and resource protection, the grant may be cancelled by the DEPARTMENT with no reimbursement made to the GRANTEE.**

**23. The GRANTEE shall acquire and maintain insurance which will protect the GRANTEE from claims which may arise out of or result from the GRANTEE'S operations under this Agreement, whether performed by the GRANTEE, a subcontractor or anyone directly or indirectly employed by the GRANTEE, or anyone for whose acts may hold them liable. Such insurance shall be with companies authorized to do business in the State of Michigan in such amounts and against such risks as are ordinarily carried by similar entities, including but not limited to public liability insurance, worker's compensation insurance or a program of self-insurance complying with the requirements of Michigan law. The GRANTEE shall provide evidence of such insurance to the DEPARTMENT at its request.**

**24. Nothing in this Agreement shall be construed to impose any obligation upon the DEPARTMENT to operate, maintain or provide funding for the operation and/or maintenance of any recreational facilities in the project area.**

**25. The GRANTEE hereby represents that it will defend any suit brought against either party which involves title, ownership, or any other rights, whether specific or general rights, including appurtenant riparian rights, to and in the project area of any lands connected with or affected by this project.**

26. The GRANTEE is responsible for the use and occupancy of the premises, the project area and the facilities thereon. The GRANTEE is responsible for the safety of all individuals who are invitees or licensees of the premises. The GRANTEE will defend all claims resulting from the use and occupancy of the premises, the project area and the facilities thereon. The DEPARTMENT is not responsible for the use and occupancy of the premises, the project area and the facilities thereon.
27. Failure by the GRANTEE to comply with any of the provisions of this Agreement shall constitute a material breach of this Agreement.
28. Upon breach of the Agreement by the GRANTEE, the DEPARTMENT, in addition to any other remedy provided by law, may:
- Terminate this Agreement; and/or
  - Withhold and/or cancel future payments to the GRANTEE on any or all current recreation grant projects until the violation is resolved to the satisfaction of the DEPARTMENT; and/or
  - Withhold action on all pending and future grant applications submitted by the GRANTEE under the Michigan Natural Resources Trust Fund, Land and Water Conservation Fund and Recreation Passport Grant Program; and/or
  - Require repayment of grant funds already paid to GRANTEE; and/or
  - Require specific performance of the Agreement.
29. This Agreement may be canceled by the DEPARTMENT, upon 30 days written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the GRANTEE, or upon mutual agreement by the DEPARTMENT and GRANTEE. The DEPARTMENT may honor requests for just and equitable compensation to the GRANTEE for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the DEPARTMENT and the DEPARTMENT will no longer be liable to pay the GRANTEE for any further charges to the grant.
30. The GRANTEE agrees that the benefit to be derived by the State of Michigan from the full compliance by the GRANTEE with the terms of this Agreement is the preservation, protection and net increase in the quality of public outdoor recreation facilities and resources which are available to the people of the State and of the United States and such benefit exceeds to an immeasurable and unascertainable extent the amount of money furnished by the State of Michigan by way of assistance under the terms of this Agreement. The GRANTEE agrees that after final reimbursement has been made to the GRANTEE, repayment by the GRANTEE of grant funds received would be inadequate compensation to the State for any breach of this Agreement. The GRANTEE further agrees therefore, that the appropriate remedy in the event of a breach by the GRANTEE of this Agreement after final reimbursement has been made shall be the specific performance of this Agreement.
31. The GRANTEE shall return all grant money if the project area or project facilities are not constructed, operated or used in accordance with this Agreement.
32. The GRANTEE agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of religion, race, color, national origin, age, sex, sexual orientation, height, weight, marital status, partisan considerations, or a disability or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position. The GRANTEE further agrees that any subcontract shall contain non-discrimination provisions which are not less stringent than this provision and binding upon any and all subcontractors. A breach of this covenant shall be regarded as a material breach of this Agreement.
33. The DEPARTMENT shall terminate this Agreement and recover grant funds paid if the GRANTEE or any subcontractor, manufacturer, or supplier of the GRANTEE appears in the register compiled by the Michigan Department of Licensing and Regulatory Affairs pursuant to Public Act No. 278 of 1980.



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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: September 6, 2023

Subject: **Change Order – Point Betsie Shoreline Protection Project**

When the Pointe Betsie Shoreline Protection project was approved in October 2021, the County entered into an agreement with Barr Engineering Company for the completion of final engineering and specifications for the shoreline project. The action taken by the Board allowed for administrative approval of change orders up to \$5,000, however Barr Engineering has recently submitted a fourth change order in the amount of \$48,500.

This change order has been approved by the Friends of Pointe Betsie for payment and now needs the Board's authorization.

Ed Hoogterp will be in attendance on Tuesday to answer any additional questions.

## Recommendation:

That the Board of Commissioners approves Change Order #4 to the Point Betsie Shoreline Protect Project agreement with Barr Engineering in the amount of \$48,500 and that the Board Chair be authorized to sign and that the related budget amendment in the amount of \$48,500 for the project to allow for reimbursement revenues from the Friends of Point Betsie and payment of invoices by the County, be approved.



August 16, 2023

Katelyn Zeits  
County Administrator  
Benzie County  
c/o Administration  
448 Court Place  
Beulah, MI 49617

**Re: Change Order #4 to Agreement for Point Betsie Shoreline Protection System Design**

Dear Ms. Zeits:

This letter sets forth changes to the Agreement dated November 1, 2021, between Benzie County and Barr Engineering Co. (Barr) regarding the Point Betsie Shoreline Protection System (SPS) Design Work Order No. 01.

The scope of professional consulting services we will provide is modified as follows:

**1) Permitting Support changes to scope**

Support for the project during permitting has incurred costs beyond those estimated in the development of Work Order No. 03 due to changes in the project scope and schedule. These permit support efforts are relevant to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) and the U.S. Army Corps of Engineers Joint Permit Application. Specific items resulting in additional permitting support costs included the following:

- During permit application review by EGLE, Barr performed drawing edits and developed additional figures for existing and proposed slope conditions to address information requests from EGLE
- At the request of the SPS Committee, Barr assisted EGLE in drafting the public notice language for the permit (public notice issued by EGLE for public comment)
- At the request of the SPS Committee, Barr reviewed public comments provided by EGLE from the project neighbors and prepared written responses
- Barr has received additional information requests and suggestions for project modifications from EGLE; at the request of the SPS Committee Barr will prepare written responses and modify the project drawings where possible to address EGLE comments.

**2) Bidding assistance changes to scope**

Bidding assistance has incurred costs beyond those estimated in the development of Work Order No. 03 due to changes in the project scope. Specific items resulting in additional bidding support costs included the following:

- Attendance of Barr's project manager at an additional on-site pre-bid meeting
- Preparation of printed copies of the project manual for Client reference
- Performing additional structural and civil design computations and drawing modifications to support bid document preparation to resolve conflicts in the sheet pile anchor system design caused by the adjustment of wall elevations made during the permitting process, including design adjustments to the sheet pile anchors, concrete walls, and stone splash pad elevations
- Development of addenda and responses to contractor requests for information, including evaluation of armor stone sourcing, sheet pile alignment, and material testing questions
- Attendance of Barr's project manager at an in-person meeting with the SPS Committee to review bidding results and plan next steps for the project

### 3) Structure pre-condition inspection

This is a new task to establish pre-construction condition for comparison to resolve any real or perceived damage to adjacent structures during or after construction activities. This consists of the following work:

- Conducting a pre-condition inspection of the lighthouse, keeper's quarters, fog signal building, and adjacent structures (interior and exterior structure components visible from the ground) by a Barr structural engineer
- Preparation of a brief summary report table
- Preparation of a photo log documenting current conditions

The authorized cost for the revised scope of services is increased by \$48,500.00, see table below.

Item	Amount
Original Project Budget	\$228,310.00
Change Order #1 (3/25/2022)	\$15,187.00
Change Order #2 (8/12/2022)	\$82,500.00
Change Order #3 (1/20/2023)	\$62,000.00
Previously Authorized Budget	\$387,997.00
<b>Requested Change Order #4 Items</b>	--
1) Added Permitting Support costs	\$10,000.00
2) Added Bidding Assistance costs	\$30,000.00
3) Structure pre-condition inspection	\$8,500.00
<b>Total Additional this Change Order</b>	<b>\$48,500.00</b>
Revised Project Budget including Contract Amendment	\$436,497.00

At this time, the Issued for Bidding design is complete and Permitting Support activities are coming to completion with the referenced responses to EGLE information requests. With the acceptance of this Change Order, Barr's authorized budget and scope will be nearly complete. Additional work following the

receipt of permit authorization and coordination to prepare for re-bidding the project in spring 2024 will be covered under a separate authorization.

If this Change Order to our Agreement is satisfactory, please sign the enclosed copy in the space provided, and return it to us.

Sincerely,

BARR ENGINEERING CO.

By William J. Forsmark  
Its Vice President

Accepted this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

BENZIE COUNTY

By \_\_\_\_\_

Its \_\_\_\_\_

# Commissioner Reports

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**Art Jeannot  
Commissioner Report  
September 12, 2023**

- **9/1 – Interview Committee**
  - Met with Commissioner Roelofs and Sauer. The only applicant was a request for re-appointment by Gaylord Jowett.
- **9/7 – Platte Township**
  - Met with Paul Solem (Supervisor). Discussed the upcoming Iron Man competition, election day changes and community concerns regarding the management of the zoning and planning. At the community's request, a sound system has been installed at the meeting hall.
- **9/7 – Lake Township**
  - The Township is looking for an enforcement officer for their zoning.
  - A short-term rental ordinance was approved at this meeting.
  - The planning committee will hold a meeting to get public input on the impact local zoning has on lakes and rivers.
  - The canoe and kayak landing at Platte River Point is scheduled to be re-built for the 2024 tourism season.
- **9/11 – Almira Township**
  - Fire Department has applied for a \$20k grant from the SOM to purchase additional equipment.
  - The Parks and Recreational Committee has proposed a dog park.
  - Discussed concerns regarding early voting.
  - It has been decided to use ARPA funds for infrastructure needs.
- **Other –**
  - September 8<sup>th</sup> Commissioner Warsecke and I met with 2 members of the Transportation Authority board to discuss their proposed 2023-2024 budget. This was at their request.



- 12 Sept 23 Commissioner Cunningham
- 24 Aug Airport, rescue drone demonstration. Dave Beaton of Beulah presented community radio information/non-profit, FCC low power FM station. Dave described the station as an “eye witness for the community”, suggested he talk to Grow Benzie.
- 25 Aug Communicated with Reps Roth, Coffia and Skaggs about septic bill. Recommend MI 83 Podcast by Rep Skaggs, on Septic issues facts.
- 7 Sep Lake Twp, Wilfred Swiecki Platte Lake Improvement Assoc presentation, requested compliance (monthly) report from zoning, mission to protect water quality. Chris DeGood-Becket & Raeder, upgrades to Township Park, non-motorized launch. Shared PACE hearing presentation/Mr.Todd Williams. Gov Whitmer four highlights, summary from MAC: Gov.Whitmer announced her plan to empower Michigan Public Service Commission (MPSC) to regulate solar and wind and pre-empt local control. Sited concerns for election security and emphasized expansion of voting rights (MAC is seeking clarity on the potential impact on counties.) Gov supports paid family leave for small businesses. Gov Whitmer advocated for more streamlined permitting- MAC understands this to mean at the state level- with little or no impact on locals. Encouraged people to voice their opinions to Commissioners Jeannot and Cunningham. Shared BoC to offer a letter of commitment for Grow Benzie, recognizing it as a rural incubator. Chief Cederholm shared that the cadet program is ready to be implemented, 2-3 are interested in the program.

### **Community**

- 23 Aug BACN, Rotary Networking event.
- 5 Sep Kinship cancelled
- 5 Sep PBLH (Point Betsy) Donor Thank-you dinner

Rhonda Nye  
District IV – Benzonia Township  
Commissioner Report  
September 12, 2023

August 23 – Benzie Leelanau District Health Department

- Health Officer, Dan Thorell, discussed handout from the Office of the Governor which updated the changes in Emergency Powers to protect the public's health.
- Bids received (3) for Leelanau County space needs renovation, much more reasonable than original bid; health department intends to cover half the cost.
- Workforce Development Survey completed and reviewed.

August 22 – Benzie County and Manistee County Public Defender Committee

- Discussion regarding Chief Public Defender, Jared Henry, resignation and consideration of an Interim Chief Public Defender.
- Jared Henry appointed as Probate Judge by the Governor and will also be an 85<sup>th</sup> Circuit Judge.
- Committee approved recommendation of Jane Johnson as Interim.

September 6 – Land Bank

- Reviewed Land Bank inventory .
- Judge granted quiet title to a trailer in Thompsonville owned by the Land Bank. Essentially a precedent setting determination that the trailer was affixed to the property. Ruling allows the Land Bank to move forward with demolition.
- MALB Leadership Summit September 20-22 in Flint marks the 20<sup>th</sup> anniversary of land banking in MI.
- Blight Elimination Grant rounds updated; Lions Club in Frankfort will be coming down as soon as Consumers Energy disconnects their lines.

September 11 – Village of Benzonia

- Consideration of Benzie County Road Commission Contract 2023-2028; Board requested more information regarding rates charged should services be needed.
- Approved a proposal from Fleis & VandenBrink for a Capital Improvement Plan; discussed application for RRC grant to offset cost up to 10K.
- Discussed USDA recommendation to pay down a loan at 4.5% interest which led into discussion about moving funds to banks paying higher interest rates.
- Village made aware that Figura Law Office is closing and will merge with Mika Meyers. An RFP will be posted for village attorney representation.

Attended the Homestead Hills ribbon cutting ceremony.

Attended the Salute to Veterans event at the Benzie v Frankfort football game.

## Tammy Bowers

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**From:** Evan Warsecke  
**Sent:** Wednesday, September 6, 2023 4:51 AM  
**To:** Tammy Bowers  
**Subject:** District 6 report

District 6 report - Warsecke

August 28 2023 - Parks and Recreation

- Only 1 bid was received for the Point Betsie Shoreline protection project. After the permitting process is completed, it will be put back out for bid.

- Hoogterp gave an update on the parks director proposal to the group.

- Friends of the Betsie Vallet Rail are fund raisng to purchase a John Deere Gator.

- There is ongoing collaboration between Benzie, Manistee, Wexford and Lake counties for all our trails to link up.

September 11 2023 - Inland Twp.

- Report submitted prior to the meeting, an update will be given at the BOC

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## Tammy Bowers

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**From:** Gary Sauer  
**Sent:** Sunday, September 3, 2023 2:03 PM  
**To:** Tammy Bowers  
**Subject:** Commissioner Report District 7

### Joint Court 8-22-23

Jared Henry resigned his position as Chief Public Defender, temporarily filled by Jane Johnson as process moves forward. Jared was appointed to fill Probate Judge position in Manistee County by the governor.

### Health Department 8-23-23

Space needs working on project in Leelanau county for environmental health, bids came back much closer than expected, good news. Also working on lease agreement with Leelanau County.

### Road Commission 8-24-23

Interviews for manager 2 applicants to be interviewed before next meeting. Currently the job is handled by the staff.

### Maples DHHS board 8-24-23

Trim on windows needs to be replaced water destroying the current trim. 74 beds full currently mainly Benzie County residents. Covid restrictions done on 9-20-23, back to 78 beds none to be held for Covid patients, also not required to be vaccinated to be employed should help with filling positions. Drug screening by state does not include marijuana they test for 9 substances. Mers 92% funded in 2021 and 90% in 2022.

Swearing in ceremony for Jared Henry 8-25-23 Impressed by ceremony court room full and overflow in another room. Congratulations to Jared, he will make a fine judge. Ceremony was performed by Judge Bruner who Jared is replacing.

### Homestead Elementary 8-30-23

Ribbon cutting ceremony extremely well attended. Senator Jon Bumstead was present we as a community should be proud of his attendance. Great looking school, proud to be in attendance

Will report on any other meetings.

Gary Sauer  
Commissioner District 7  
Sent from my iPad

# County Administrator Report

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# Committee Appointments

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# Memorandum

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To: Board of Commissioners

From: Rose Roelofs, Executive Assistant *Rose Roelofs*

Date: September 1, 2023

Subject: **Reappointment to the DHHS Board**

There is one term on the Department of Health and Human Services Board (The Maples) that will expire at the end of October, seat currently held by Gaylord Jowett. Gaylord has submitted his letter of interest to be reappointed to this Board to our office. We have advertised for this expiring term on our website and in the local paper, and we have received no additional applicants.

An open meeting for the DHHS ad hoc committee was held, who recommend reappointing Gaylord Jowett to a 3-year term, expiring October 31, 2026.

I have attached the applicant's letter of interest for reappointment.

Appointments are for 3-year terms expiring on October 31, 2026.

**Recommendation:**

That the Board of Commissioners reappoint Gaylord Jowett to a 3-year term expiring October 31, 2026, on the Department of Health and Human Services Board, seat previously held by Gaylord Jowett, as recommended by the ad hoc interview committee.

August 23, 2023

Bob Roelofs, Chair  
Benzie County Board of Commissioners  
448 Court Place  
Beulah, MI 49617

Dear Chair,

I have enjoyed my time serving on the DHHS Board as Benzie County's representative. With that, I would like to be reappointed to the DHHS Board because I believe I have more to contribute to the mission of this organization.

Sincerely,

A handwritten signature in black ink, consisting of several fluid, connected strokes. The signature is positioned to the right of the name 'Gaylord Jowett'.

Gaylord Jowett



# Annual Report - FY 2022

October 1, 2021 - September 30, 2022



Area Agency on Aging  
of Northwest Michigan

Dignity. Independence. Choice.



Prepared by:  
Heidi Gustine  
Executive Director

Our mission is to serve and advocate for older persons, adults with disabilities and caregivers by supporting their independence, dignity, and quality of life.

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A decorative graphic consisting of a semi-circle of thin green lines, with another semi-circle of similar lines below it, creating a stylized, sunburst-like effect.

**Dignity. Independence. Choice.**



## Executive Director Message



**Heidi Gustine, MPA**

There are decades where nothing happens; and there are weeks where decades happen," has been a way of life these past several years. After more than two years of living in pandemic conditions, not to mention wild news cycles, I've come to realize that 2022 was the year we started to find a new normal as an Agency.

We would not have accomplished this without the leadership of our Board Executive Committee, Pam Niebrzydowski (Board Chairperson), Rebecca Barr (Vice Chairperson), and David White (Treasurer). They led through the pandemic, through organizational trials and tribulations, and everything in between. I recently spoke with each of them about their experiences on the Executive Committee over the last few years.

Niebrzydowski has been involved with AAANM for over fifteen years, beginning on the Board of Advisors and then serving on the Board of Directors. When asked about the last two and a half years as Board Chairperson, Pam remarked, "We now earmark time with before and after the pandemic. We always found a way forward to make it work. The staff have had a willingness to do whatever was needed to get the job done, even when treading water sometimes. Don't ever lose sight of what your mission is, and you'll never go wrong."

Barr also has been with AAANM for over fifteen years, beginning on the Board of Advisors and then joining the Board of Directors. The pandemic and moving to virtual meetings were hard changes for her. She finds great satisfaction in building relationships with other Board members and seeing the staff. Reflecting upon the last few years, Rebecca said that she has enjoyed the Executive Committee and being a sounding board as the Agency navigated changes and issues.

White joined the AAANM board in 2019, shortly before the pandemic began. In describing the Executive Committee, White said, "Of the three of us, I was the least experienced. Pam and Becca had more history with the Agency and more medical experience. But as a former city manager, I had more administrative and financial experience. We listened to each other and deferred to each other. We knew each other's strengths. The organization continued to serve the seniors in our area. That has always been our number one goal – to serve people. It's not about us. It's about them."

And so, with great admiration, I want to extend my deep gratitude to Pam Niebrzydowski, Rebecca Barr, and David White for their above and beyond leadership and service during these unprecedented times. Please join me in celebrating them.



## About Area Agency on Aging of Northwest Michigan



AAANM is a private, nonprofit agency designated as an Area Agency on Aging in 1974 by the Bureau on Aging, Community Living and Supports (ACLS). Operating under the framework of the Federal Older Americans Act and the State Older Michiganians Act, AAANM is responsible for developing, managing and funding a comprehensive system of services for older adults.

As one of more than 670 Area Agencies on Aging nationwide, and one of 16 AAAs in Michigan, AAANM serves ten counties located in northwest lower Michigan including: Antrim, Benzie, Charlevoix, Emmet, Grand Traverse, Kalkaska, Leelanau, Manistee, Missaukee, and Wexford.

## FY 2022 Audited Financial Summary

Revenues	Dollars	Expenses	Dollars
MI Choice Medicaid Waiver	\$12,873,119	MI Choice Medicaid Waiver	\$13,288,851
Federal Support	\$4,308,984	Community Services	\$2,246,046
State Support	\$1,920,619	Home Delivered Meals	\$1,852,203
Local Cash	\$139,685	Congregate Meals	\$505,905
In-kind Contributions	\$11,612	Care Management	\$800,075
Program Income	\$905	Admin/Support/Planning	\$445,205
Interest Income	(\$78,178)	Other (In-House Programs)	\$368,892
Other	\$0	Program Development	\$58,318
<b>TOTAL</b>	<b>\$19,176,746</b>	<b>TOTAL</b>	<b>\$19,565,495</b>

Program Participant - "I am able to stay in my own home (with help) and that is the most important thing to me."

## Services and Support Summary

Direct Services	Units	Participants
• Elder Abuse Prevention (hours)	101	n/a
• Gap Filling	n/a	202
• Information and Assistance (contacts)	3,249	n/a
• Long Term Care Ombudsman*	n/a	n/a
28 cases / 55 complaints		
• Medicare/Medicaid Assistance Program (contacts)	4,439	n/a
• Options Counseling		67

\*Activities include 48 facility visits, 128 information and assistance to facility staff/individuals, 1 participation in facility surveys, participation in 6 resident council meetings and 49 trainings attended.

Contracted Services	Units	Participants
• Adult Day Health (hours)	1,728	10
• Kinship Caregiver Supplemental Services	n/a	17
• Congregate Meals (meals)	89,846	5,103
Carry-out (meals)	57,741	n/a
• Home Delivered Meals (meals)	409,214	2,586
• Legal Assistance (hours)	946	238

AAANM contracts Federal Older Americans Act and State Older Michiganians Act funding to organizations serving Region 10. The following organizations received contracted funding in FY 2022.

Antrim County Commission on Aging  
 Benzie Senior Resources  
 Charlevoix County Commission on Aging  
 Child & Family Services of Northwestern Michigan  
 Friendship Centers of Emmet County  
 Kalkaska County Commission on Aging  
 Legal Services of Northern Michigan  
 Manistee County Council on Aging  
 Northwest Michigan Community Action Agency  
 Wexford County Council on Aging



Thank you to our community partners for helping our team serve Northwest Michigan.

# Care Connections Summary

Care Connections refers to a group of programs that offers individuals the support they need to remain living in the community. Supports Coordinators (nurses and social workers) help individuals understand and access the care options available.

## Care Management Program

Empowers individuals to live at home rather than a nursing facility. Must be 60 years of age or older, have difficulties performing Activities of Daily Living (ADLs), and need assistance coordinating community resources. Experienced nurses and social workers help individuals identify personal needs and develop a plan of care.

## Community Transition Services

Assists individuals 18 or older with moving from a nursing facility back into a home setting. Must be eligible to have Medicaid pay for long term care services.

## MI Choice Medicaid Waiver Program

Provides individuals with care and services to live in the community rather than a nursing facility. Must be 18 years or older, eligible for nursing home admission and qualify for Medicaid to pay for long term care.



## Caregiver Respite

Provides relief for primary caregiver/s by caring for and supporting eligible participants with companionship and assistance with ADLs.

Program	Participants
Care Management	273
Case Coordination & Support	38
Caregiver Respite	3
MI Choice Medicaid Waiver	492
Community Transition Services*	63
Veterans Services	1

\*unduplicated initiated referrals



Program Participant - "I was barely existing and secluded. I have no family & AAA makes me feel someone cares. It's wonderful to have support and I appreciate all that is done for me. I feel confident and happier with your help and actually managing my life now."

## Care Connections Summary

### Purchased Services

Adult Day Health (hours/participants)  
 Chore (participants)  
 Friendly Reassurance (hours/participants)  
 Homemaking (hours/participants)  
 Nutrition Supplements (participants)  
 Personal Care (hours/participants)  
 Personal Emergency Response Systems (participants)  
 Private Duty Nursing/Medication Management (hours/participants)  
 Respite Care (hours/participants)  
 Specialized Medical Equipment and Supplies (participants)  
 Transportation (participants)

### Care Management

753/2  
 2  
 918/12  
 111,367/106  
 15  
 15,144/88  
 117  
 1,155/68  
 2,010/27  
 29  
 61



### Purchased Services

Adult Day Health (hours/participants)  
 Chore (participants)  
 Community Living Supports (hours/participants)  
 Environmental Accessibility Adaptions (participants)  
 Home Delivered Meals (meals/participants)  
 Nutrition Supplements (participants)  
 Personal Emergency Response Systems (participants)  
 Private Duty Nursing/Medication Management (hours/participants)  
 Respite Care (hours/participants)  
 Specialized Medical Equipment and Supplies (participants)  
 Transportation (participants)

### MI Choice Medicaid Waiver

45/3  
 44  
 466,232/451  
 3  
 15,689/82  
 88  
 137  
 21,021/56  
 344/6  
 86  
 157



Program Participant - "This is my lifeline and without the help I receive from my extremely dedicated supports coordinator and her patience I really wouldn't have survived and won't continue to survive."

## Area Agency on Aging of Northwest Michigan



The Area Agency on Aging of Northwest Michigan receives funding through the Bureau of Aging, Community Living, and Supports, county units of government and donations from participants, caregivers and the general public. Services through the MI Choice Medicaid Waiver and Community Transitions Programs are paid for by the Michigan Department of Health and Human Services and the Centers for Medicare and Medicaid Services.



“My face carries all my memories. Why would I erase them?”

Diane Von Furstenberg,  
from “The Woman I  
Wanted to Be,” 2014



1-800-442-1713 or 1-231-947-8920



1609 Park Drive  
Traverse City, Michigan 49686



[info@aaanm.org](mailto:info@aaanm.org)



[aaanm.org](http://aaanm.org)



[facebook.com/AAANMregion10](https://facebook.com/AAANMregion10)

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# Correspondence



**CLP PROGRAM REPORT**

DATE July 25, 2023

<input checked="" type="checkbox"/> Use this section for REGIONALIZED FUNDS		<input type="checkbox"/> Use this section for LOCAL FUNDS	
To	Katelyn Zeits, Benzie County	To	Shawne Haddad, MSF
From	Laura Galbraith, Venture North Funding	From	Name, UGLG Name
cc	Shawne Haddad, MSF		

Pursuant to the Agreement between the UGLG and RLFA or MSF, Section I, Paragraph A. 12) (b) reporting results of the Regional Fund program to the UGLG with a copy provided to the MSF.

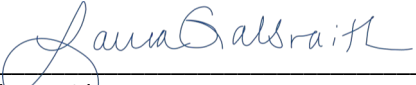
Complete one form for each Community for projects worked on, in progress or in the pipeline during report period.  
Email to UGLG and cc Shawne Haddad.

<b>Community Name</b>		Benzie County					
<b>Report Period</b> DUE Jan 30th and Jul 30th		<input checked="" type="checkbox"/> Jan 1 – Jun 30 2023 <input type="checkbox"/> Jul 1 – Dec 31					
Project Name	Amount	Loan Closed	Met Continuing Activity for Program Year (7/1-6/30)	Progress Report	Job Creation Summary Report	Met National Objective	Comments
Ex: The Brewery	150,000	08/12/15	2015-16	Final 04/15/16	Final 07/15/16	3 FTEs	Need MEDC closeout
Ex: The Foundry	60,000	10/13/16	2016-17	Due 04/15/17	Done 01/15/17		
Ex: The Wheelhouse	TBD						Very interested in EQ loan
Ex: The Restaurant	250,000						Need title search
Sleeping Bear I	205,000	2/1/16	2016-17	Final 10/15/16	Final 1/15/17	6 FTE's	Closed Out & Repaid.
Sleeping Bear II	70,000	7/12/17	2017-18	Final 1/15/18	Final 1/15/18	3 FTE's	Closed Out & Repaid.
Xpert Fulfillment	330,000	12/21/17	2017-18	Final 8/31/19	Final 8/31/19	10 FTE's	Closed Out & Repaid.
Stormcloud Brew	70,000	12/12/18	2018-19	Final 7/15/19	Final 7/15/19	2 FTE's	Closed Out & Repaid.
Eclipse Comm. 1	70,000	3/26/21	2020-2021	Final 7/30/21	Final 7/30/21	2 FTE's	Closed Out.In Repayment
Eclipse Comm. 2	50,000	2/1/22	2021-2022	Final 12/31/22	Final 12/31/22	2 FTE's	Closed Out.In Repayment

Administrative fees expended from UGLG funds totaled **\$4,455.52**  
 Loan repayments (including principal and interest) totaled **\$13,096.08**

**Comments:**

Venture North continues to promote the CDBG RLF funds to prospective borrowers in the County. Continuing activity for this program year has been met. In the first half of 2023, we have provided 40 hours of business development services to 20 Benzie County business owners and entrepreneurs.

  
 Laura Galbraith, President

July 25, 2023

Date

# LITTLE PLATTE LAKE ELEVATION

LEGAL LEVEL 586.7

B.M. 4 IRON NE ABUTMENT ELEV. 589.44

NAME	DATE	DISTANCE TO WATER	ELEVATION	HIGH + LOW -	COMMENT
CD	4-1-23	2.75	586.69	- .01	
CD	4-6-23	2.53	586.91	+ .21	
CD	4-13-23	2.9	586.54	- .16	
CD	4-19-23	2.97	586.47	- .23	
CD	4-21-23	-	-	-	put board in
CD	4-21-23	-	-	-	put another board in
CD	4-27-23	2.93	586.51	- .19	
CD	4-29-23	-	-	-	put one board in
CD	5-4-23	2.45	586.99	+ .29	
CD	5-8-23	-	-	-	pull one board
CD	5-11-23	2.47	586.97	+ .27	
CD	5-18-23	2.7	586.74	+ .04	
CD	5-24-23	-	-	-	put one board in
CD	5-25-23	2.65	586.79	+ .09	
CD	6-1-23	2.6	586.84	+ .14	
CD	6-8-23	2.64	586.80	+ .10	
CD	6-15-23	2.57	586.87	+ .17	
CD	6-22-23	2.56	586.88	+ .18	
CD	6-29-23	2.53	586.91	+ .21	
CD	7-6-23	2.55	586.89	+ .19	
CD	7-13-23	2.58	586.86	+ .16	
CD	7-20-23	2.56	586.88	+ .18	
CD	7-27-23	2.5	586.94	+ .24	
CD	8-3-23	2.55	586.89	+ .19	pull one board
CD	8-10-23	2.78	586.66	- .24	
CD	8-17-23	2.9	586.54	- .16	

RECEIVED

SEP 05 2023

TAMMY BOWERS  
BENZIE COUNTY CLERK  
BEULAH, MI 49617



# LITTLE PLATTE LAKE ELEVATION

LEGAL LEVEL 586.7

B.M. 2 IRON NE ABUTMENT ELEV. 589.44

[illegible]

RECEIVED

SEP 05 2023

TAMMY BOWERS  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

# CRYSTAL LAKE ELEVATION

LEGAL LEVELS JAN. 1 - APR. 30 & NOV. 1 - DEC. 31 599.75  
MAY 1 - OCT. 31 600.25  
B.M. N. SIDE BOAT RAMP ELEV. 601.87

NAME	DATE	DISTANCE TO WATER	ELEVATION	HIGH + LOW -	COMMENT
CD	4-1-23	1.65	600.22	+1.47	measured to ice
					still ice on lake
CD	4-6-23	-	-	-	to rough - ice gone
CD	4-13-23	1.66	600.21	+1.46	
CD	4-19-23	1.8	600.07	+1.22	
CD	4-27-23	1.67	600.20	+1.45	
CD	4-30-23	-	-	-	drop 3 boards
CD	5-4-23	1.64	600.23	-.02	
CD	5-11-23	1.55	600.32	+1.07	
CD	5-18-23	1.52	600.35	+1.10	
CD	5-25-23	1.53	600.34	+1.09	
CD	6-1-23	1.57	600.30	+1.05	
CD	6-8-23	1.55	600.32	+1.07	
CD	6-15-23	1.55	600.32	+1.07	
CD	6-22-23	1.57	600.30	+1.05	
CD	6-29-23	1.66	600.21	-.04	
CD	7-6-23	-	-	-	to rough
CD	7-13-23	1.75	600.12	-.13	
CD	7-20-23	-	-	-	to rough
CD	7-27-23	1.72	600.15	-.10	
CD	8-3-23	1.76	600.11	-.14	
CD	8-10-23	1.75	600.12	-.13	
CD	8-17-23	-	-	-	to rough
CD	8-24-23	1.73	600.14	-.11	
CD	8-31-23	1.85	600.02	-.23	
					RECEIVED
					SEP 05 2023
TAMMY BOWERS BENZIE COUNTY CLERK BEULAH, MI 49617					

# Betsie Valley Trailway Management Council

Minutes from Tuesday, August 1, 2023

4:30 p.m.

Room 121, Benzie County Government Center, 448 Court Place, Beulah, MI 49617

Members Present: ` Gary Sauer – Chairman  
Doug Barry – Vice Chair and DNR Representative  
Avace Wildie – Secretary and FBVT Board rep  
Jon Ottinger –Village of Elberta  
Jeff Bowlby – Member at large  
John Wheeler - Crystal Lake Property Owners Assoc.  
Sean Duperron – Bennzie County Parks & Recreation  
Charlie Gregory – FBVT Trail Care Coordinator  
Phil Downs – Village of Beulah  
Fran Griffin – Village of Thompsonville

Members Absent: Frank Ikens, Treasurer

## Call to Order

Chair Gary Sauer called the meeting to order at 4:30 p.m. with a quorum present

## I. Approval of the Agenda

- Doug Barry moved, Sean Duperron 2<sup>nd</sup> approving agenda. All approved.

## II. Approval of the Minutes of July 5, 2023

- It was moved and 2<sup>nd</sup> to approve the July 5, 2023 minutes. All approved.

## III. Public Input

- No public input at this time.

## IV. Reports

### 1. Treasurer – Gary Sauer standing in for Frank Ikens

No new checks or financial info to report.

### 2. Chairman – Gary Sauer

- Doug and Gary had an opportunity to tour the area which will be involved in the new EGLE drainage project to observe how our trail may be impacted.
- Doug Barry reported on a previous concern the board had regarding using heavy equipment on the trail with drains located under the trail. He was assured that heavy vibrating or compacting equipment over the “dome” shaped drains should cause no problems.

### 3. Trail Care Coordinator –Charlie Gregory

- Blinker lights at M115 should be up and running this week.
- New dog signs installed and greeted with positive comments by trail users.
- Presented \$1417.41 bill in trail expenses.
- Charlie requested permission to go back to AJs quote of \$8626.18 for drainage repair and a grate system at 6511 Crystal Avenue. After reaching out to 3 other contractors and getting no response, it was obvious that other contractors are too busy to respond to request for quotes or too busy to take on the repair project. At the same time, the continued wash out areas have become a danger to trail users.

- Phil Downs moved to fund project at 6511 Crystal Avenue and give Charlie permission to work with AJ's to get an updated quote. Doug Barry 2<sup>nd</sup> All approved.

## V. Old Business

1. Frank Wheeler noted that the Crystal Lake Homeowners Association had a meeting recently. Discussed speed and other violations on trail. He noted that CLPRA voted to offer \$1000 to the trail to have an officer patrol the trail. Doug Barry suggested notifying the DNR first. Charlie suggested that we try a "courtesy campaign" first with portable signage suggesting various trail courtesies.
2. DNR Application  
Doug Barry followed up on finding the DNR Application which allows for property owners to request emergency or other access to cross trail with vehicles necessary to take care of utility or other structures. Jeff Bowlby moved to approve the DNR application, Phil Downs 2<sup>nd</sup>. All approved.

## VI New Business

1. Approval of Meeting Times
  - Doug moved to continue meeting on the first Tuesday of the month at 4:30pm. Frank Wheeler 2<sup>nd</sup>. All approved.
2. Chris Bailey – June 2024 Manistee Endurance Run manager and coordinator
  - Chris introduced himself as the general manager of the 100 mile 32 hour ultra marathon event which is hoping to use our trail June 29, 2024. He provided a detailed analysis of the work that is going into this event and the multiple jurisdictions that are involved. They hope to be crossing the finish line at the Frankfort beach on June 29, 2024 at 6:00 am. Chris is located in Grand Rapids, but traveled to our meeting to present information on this endurance run in person.
  - An application has been submitted. Insurance details still being worked out, but will be provided soon. Our council is eager to work with Chris and will approve the application once the insurance information is submitted.
  - Chris asked if our council could provide a letter of support that they could use in working with Consumers Energy and other entities within the race region. Gary Sauer moved to write a letter of support. Avace Wildie 2<sup>nd</sup>. All approved. Avace will write letter.
3. MUNGRA GRIT - 24 Hour biking event
  - An application has been received from a group in Traverse City for a biking event on September 9 and 10, 2023. The insurance info was received, but no application provided. Doug Barry noted that much detail was provided to the DNR on its app regarding this event.. With that in mind, Jeff moved to approved this event, Phil Downs 2<sup>nd</sup>. All approved.
4. North Mitten Running Event - September 23, 2023
  - All required apps and info provided. Event approved.

## VII. Public Comment

No public comment at this time.

## VIII. Adjournment -

- Gary adjourned the meeting at 6:00pm. All approved.
- Next meeting: Tuesday September 5, 2023 at 4:30 pm.

Respectfully Submitted,  
Avace Wildie, Secretary

## Benzie Transportation Authority - July 2023 Income Statement

	July 2023		July	Oct - July 2023		YTD 2023	2023	July 2022		Oct - July 2022	
	Actual	Budget	Act/Budget Variance	Actual	Budget	Variance	Annual Budget	Actual	Budget	Actual	Budget
<b>Income</b>											
40100 - Passenger	15,038.84	10,000.00	5,038.84	113,883.36	95,900.00	17,983.36	118,900.00	9,836.34	9,500.00	82,309.07	71,000.00
40200 - Contract Fares	6,141.38	5,500.00	641.38	52,503.46	49,000.00	3,503.46	60,200.00	3,078.50	1,900.00	32,753.20	20,800.00
40615 - Advertising Income	1,593.75	2,385.00	-791.25	12,228.53	19,085.00	-6,856.47	20,160.00	1,487.50	537.50	18,025.00	8,975.00
40710 - Sale of Maintenance Services	0.00	0.00	0.00	240.93	0.00	240.93	0.00	0.00	1,250.00	1,276.98	12,500.00
40760 - Gains from Sale Capital Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40800 - Taxes Levied Directly for/by TA	58.74	0.00	58.74	724,148.48	723,279.40	869.08	723,279.40	8,223.12	0.00	688,395.99	686,836.21
41101 - State Operating Assistance	66,718.00	66,718.00	0.00	667,180.00	667,180.00	0.00	800,615.88	55,255.00	55,255.00	552,550.00	552,550.00
41301 - Section 5311	0.00	0.00	0.00	312,514.50	312,514.50	0.00	416,687.00	0.00	0.00	274,372.00	284,287.50
41361 - CRRSA Act	0.00	0.00	0.00	312,514.50	312,514.50	0.00	416,687.00	0.00	0.00	274,372.00	284,287.50
41398 - RTAP	374.50	1,000.00	-625.50	10,419.75	4,000.00	6,419.75	5,500.00	0.00	1,600.00	8,788.45	4,350.00
41400 - Interest Income/Other Revenue	5,437.15	583.00	4,854.15	49,770.67	5,834.00	43,936.67	7,000.00	1,413.75	83.34	3,593.05	833.32
<b>Total Income</b>	<b>95,362.36</b>	<b>86,186.00</b>	<b>10.65%</b>	<b>2,255,404.18</b>	<b>2,189,307.40</b>	<b>3.02%</b>	<b>2,569,029.28</b>	<b>79,294.21</b>	<b>70,125.84</b>	<b>1,936,435.74</b>	<b>1,926,419.53</b>
<b>Expense</b>											
50101 - Operators Wage	69,156.18	97,212.00	-28,055.82	718,696.67	712,884.00	5,812.67	842,500.00	99,342.03	65,000.00	564,710.42	477,000.00
50102 - Salary and Other Wage	27,848.99	46,027.00	-18,178.01	318,431.67	337,530.00	-19,098.33	398,900.00	40,006.73	40,000.00	289,257.14	309,900.00
50103 - Dispatchers Wage	18,468.58	19,304.00	-835.42	192,879.68	141,560.00	51,319.68	167,300.00	27,208.20	17,000.00	163,370.67	119,000.00
50209 - 457 Co-Match	1,680.00	2,640.00	-960.00	20,220.00	19,360.00	860.00	22,880.00	5,040.00	5,040.00	37,800.00	36,960.00
50200 - Fringe Benefits	28,654.03	28,441.00	213.03	326,533.80	287,498.00	39,035.80	347,651.00	29,280.11	31,957.27	278,161.39	280,731.32
50310 - Board Compensation	280.00	560.00	-280.00	2,720.00	3,080.00	-360.00	3,920.00	364.68	1,250.00	8,823.47	12,500.00
50302 - Marketing Expense	633.95	1,250.00	-616.05	9,716.36	12,500.00	-2,783.64	15,000.00	600.00	0.00	4,560.00	2,480.00
50399 - Service Expense	28,854.49	36,805.00	-7,950.51	124,005.84	87,467.00	36,538.84	96,650.00	3,623.47	4,514.36	61,023.73	63,906.28
50401 - Fuel - Propane, Diesel, Unleaded	18,317.38	20,334.00	-2,016.62	171,814.96	203,332.00	-31,517.04	244,000.00	19,559.49	10,000.00	139,520.10	100,000.00
50402 - Tires and Tubes	0.00	5,500.00	-5,500.00	7,946.09	12,500.00	-4,553.91	12,500.00	35.00	0.00	1,539.61	8,000.00
50404 - Major Purchase	0.00	0.00	0.00	0.00	2,625.00	-2,625.00	3,500.00	0.00	0.00	0.00	1,750.00
50405 - Office Supplies	599.21	500.00	99.21	5,838.77	5,900.00	-61.23	7,200.00	73.94	716.66	4,732.24	7,166.68
50406 - Parts Revenue Vehicles	3,078.83	2,083.00	995.83	26,203.31	20,830.00	5,373.31	25,000.00	1,046.74	2,083.33	19,424.53	20,833.30
50407 - Parts for Non Revenue Vehicles	0.00	83.00	-83.00	68.47	830.00	-761.53	1,000.00	0.00	83.33	45.49	833.30
50499 - Materials and Supplies	1,767.71	1,874.00	-106.29	15,715.81	18,740.00	-3,024.19	22,500.00	1,466.62	1,874.98	18,484.34	18,749.80
50500 - Utilities	2,919.59	3,241.00	-321.41	37,921.76	39,050.00	-1,128.24	45,228.00	2,963.26	3,718.00	39,794.04	43,251.00
50603 - Insurance	0.00	0.00	0.00	55,400.00	51,800.00	3,600.00	51,800.00	0.00	0.00	53,149.00	51,800.00
50700 - Taxes and Fees	0.00	170.00	-170.00	2,695.98	1,530.00	1,165.98	1,900.00	0.00	180.00	4,420.11	1,540.00
50902 - Travel, Meetings & Training	1,201.25	417.00	784.25	4,733.99	4,170.00	563.99	5,000.00	5,537.46	833.33	9,493.07	8,333.30
50903 - Association Dues and Subscript	47.88	200.00	-152.12	8,022.66	5,600.00	2,422.66	6,000.00	5.00	100.00	4,595.80	5,700.00
57402 - Ineligible RTAP	1,251.45	1,000.00	251.45	12,193.56	4,000.00	8,193.56	-5,500.00	0.00	1,600.00	9,453.95	4,350.00
<b>Total Expense</b>	<b>204,759.52</b>	<b>267,641.00</b>	<b>-62,881.48</b>	<b>2,061,759.38</b>	<b>1,972,786.00</b>	<b>88,973.38</b>	<b>2,314,929.00</b>	<b>236,152.73</b>	<b>185,951.26</b>	<b>1,712,359.10</b>	<b>1,574,784.98</b>
<b>Net Profit or Loss</b>	<b>-109,397.16</b>	<b>-181,455.00</b>	<b>72,057.84</b>	<b>193,644.80</b>	<b>216,521.40</b>	<b>-22,876.60</b>	<b>254,100.28</b>	<b>-156,858.52</b>	<b>-115,825.42</b>	<b>224,076.64</b>	<b>351,634.55</b>

Reconciled balances as of July 31, 2023

Honor Bank - Certificate of Deposit	\$250,000.00
Honor Bank Checking	\$11,958.17
Honor Bank - Money Mkt.	\$542,281.56
MichiganClass-liquid asset security	\$632,760.72
<b>Total</b>	<b>\$1,437,000.45</b>





STATE OF MICHIGAN

GRETCHEN WHITMER  
GOVERNOR

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
LANSING

ELIZABETH HERTEL  
DIRECTOR

September 1, 2023

Dear Family Court Judges, Family Court Administrators and County Treasurers:

The Youth Rehabilitation Services Act, MCL 803.301 et seq., requires that the department "prescribe the liability of counties for the cost of services for state wards." **The department has determined that the attached rates will be effective for calendar year 2024, effective January 1, 2024.** These rates shall remain in effect until the next scheduled revision in 2025.

Each county will continue to be charged one-half of the appropriate per diem costs for care provided to a state ward. There is no chargeback for Title IV-E funded youth placements.

The department is making every effort to contain the cost of care for youth placed in State facilities while ensuring the provision of quality care. Medical costs incurred for individual youth that are over and above routine medical care will continue to be billed directly and are not included in the per diem cost. Routine medical care consists of services such as routine physical exams, dental exams, first aid and over the counter medications for common ailments. Any non-routine medical costs for an individual youth will be billed to the county court with jurisdiction over the youth's commitment to Michigan Department of Health and Human Services under the Youth Rehabilitation Services Act. This practice is consistent with MCL 803.305(1), which requires that "the county from which the public ward is committed is liable to the state for 50 percent of the cost of his or her care". Attributing non-routine medical costs to the county of commitment will help lower the daily cost for all youth and assign additional medical costs only to the youth in need of such services.

If you have any questions regarding the chargeback rates, please contact Derrick McCree, Director, at (517) 335-3489.

Sincerely,

Derrick McCree, Director, Division of Juvenile Justice  
Children's Services Administration

Attachment

cc: MDHHS Local Office Directors

235 SOUTH GRAND AVENUE • PO BOX 30037 • LANSING, MICHIGAN 48909  
[www.michigan.gov/mdhhs](http://www.michigan.gov/mdhhs) • 517-241-3740

RECEIVED

SEP 05 2023

TAMMY BOWERS  
BENZIE COUNTY CLERK  
BEULAH, MI 49617

STATE WARD CHARGEBACK RATE  
Calendar Year 2024

PROGRAM	COST PER CHILD PER DAY	CHARGEBACK RATE NON-TITLE IVE
Shawono	\$367.55	\$183.77
Bay Pines	\$409.44	\$204.72
Foster Family Homes		\$16.63

# TUSCOLA COUNTY BOARD OF COMMISSIONERS

125 W. Lincoln Street  
Suite 500  
Caro, MI 48723

Telephone: 989-672-3700  
Fax: 989-672-4011

At a regular meeting of the Board of Commissioners for the County of Tuscola, State of Michigan, on the 31<sup>st</sup> day of August 2023, with the meeting called to order at 8:00 a.m.

Commissioners Present: *Thomas Young, Thomas Bardwell, Kim Vaughan, Bill Huty*

Commissioners Absent: *Matt Koch*

The following resolution was offered by Commissioner *Huty*,  
seconded by Commissioner *Young*,

## Resolution 2023-19 State of Michigan Sanitary Code Resolution

**Whereas**, there are currently pending in the Michigan Legislature certain bills, SB299, SB300, HB4479 and HB4480, which would impose statewide regulations for the implementation of and maintenance of septic systems; and

**Whereas**, these bills as presently drafted, would require inspection of all systems every five years and would impose much greater expenses and work hours on local public health departments; and

**Whereas**, the bills would dramatically increase the requirements for septic inspectors and make it much more difficult to find, hire and retain qualified personnel; and

**Whereas**, the current legislation does not provide a permanent, secure funding mechanism to cover these increased costs, which will invariably be shifted to our local health departments; and

**Whereas**, the Tuscola County Board of Commissioners recognizes the critical importance of protecting Michigan's water resources, including groundwater, lakes and streams, and other surface waters, but concludes that the bills do not provide a sustainable or financially feasible solution in areas that do not have the benefit of municipal sanitary systems; and

**Whereas**, soil types vary considerably throughout Michigan making it difficult to establish generalized "one size fits all" rules for septic systems.



**Therefore, Be It Resolved,** that the Tuscola County Board of Commissioners opposes SB299, SB300, HB4479 and HB4480 as introduced and urges the Michigan Legislature to consider the costs to local health departments before adopting changes to the septic provisions of the Michigan Public Health Code.

**Therefore, Be It Further Resolved,** that this resolution be forwarded to all Michigan counties, Michigan Association of Counties, members of the Michigan Legislature and to other stakeholders.

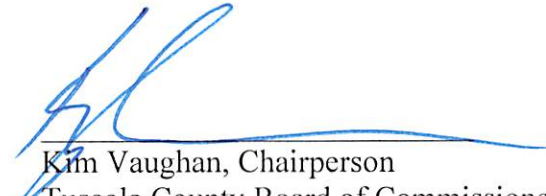
ADOPTED: Yeas: Young, Bardwell, Vaughan, Ruby

Nays: none

Absent: Koch

Resolution 2023-19 declared adopted this 31<sup>st</sup> day of August, 2023.

Date 8.31-2023

  
Kim Vaughan, Chairperson  
Tuscola County Board of Commissioners

I, Jodi Fetting, Tuscola County Clerk, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Tuscola County Board of Commissioners at its meeting on August 31, 2023.

Date August 31, 2023

  
Jodi Fetting, Tuscola County Clerk

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT  
BOARD OF HEALTH MEETING  
Wednesday, July 26, 2023 2:00 p.m.  
Benzie Resource Center – Ingemar Johansson Conference Room  
6051 Frankfort Hwy. Ste. 101  
Benzonia, MI 49616**

Chairperson Sauer called the meeting to order at 2:00 pm.

**Members Present:**

Gary Sauer - Benzie County Board of Commissioners  
Ty Wessell – Leelanau County Board of Commissioners  
Dr. Barbara Conley – Leelanau County Member at Large  
Rhonda Nye – Benzie County Board of Commissioners  
Dr. Mark Kuiper – Benzie County Member at Large  
Gwenne Allgaier – Leelanau County Board of Commissioners

**Members Absent:** None

**Members Excused:** None

**Staff Present:**

Dodie Putney – Director of Administrative Services  
Eric Johnston – Director of Environmental Health  
Michelle Klein - Director of Personal Health  
Dan Thorell – Health Officer  
Dr. Joshua Meyerson – Medical Director

**Staff Excused:** None

**Pledge of Allegiance**

**Approval of Minutes:**

**Motion By:** Wessell to approve the June 28, 2023 BOH meeting minutes.

**Seconded By:** Allgaier

**Voice Vote:** 6 yeas 0 nay 0 excused **Motion carried**

**Approval of the Agenda:**

**Motion By:** Conley to approve the agenda as presented.

**Seconded By:** Wessell

**Voice Vote:** 6 yeas 0 nay 0 excused **Motion carried**

**Public Comment –** None

**Health Officer Update –** Dan Thorell

A report was distributed prior to the meeting. Please refer to it for details. The State of Michigan increased the amount of funding that will be distributed to local health departments. This increase will bring the amount of funding to approximately 50% of the funding needed to administer the mandated public health services. This is the first time that this has happened in years. The State is also releasing \$80 million for infrastructure needs for local health departments. The ratio of how the money is to be divided among the health departments is being worked on now. There is a bill at the House Committee to make oral assessments a mandatory pre-kindergarten assessment.

Currently it is voluntary. In the past year approximately 40% of the incoming kindergarteners for Benzie and Leelanau Counties had an oral assessment performed.

It was brought up that a revision for the contract between HDNW and BLDHD should begin. Thorell had shared with the Personnel and Finance Committee what the cost of funding a Health Officer and Medical Director would be if the BLDHD decided not to contract with HDNW. It was also mentioned that there should be some succession planning as various employees get closer to retirement age. There is a workshop that is being offered for entities to use for succession planning. Workforce Development money could be used for this service.

#### **Accounts Payable**

**Motion By:** Conley to approve accounts payable and pay the bills in the amount of \$139,331.89.

**Seconded By:** Wessell

**Roll Call Vote:** Sauer- yea, Nye- yea, Conley- yea, Wessell- yea, Kuiper – yea, Allgaier- yea

**6 yeas 0 nay 0 excused Motion carried**

#### **June 2023 Financial Statements**

**Motion By:** Conley to accept the financial statements as presented.

**Seconded By:** Nye

**Roll Call Vote:** Sauer-yea, Conley- yea, Wessell- yea, Kuiper – yea, Allgaier – yea, Nye - yea

**6 yeas 0 nay 0 excused Motion carried**

**Discussion:** It was asked why the electric bill for the Leelanau office was so expensive. It was explained that it was for the second quarter of 2023, which means it covered three months. For that time period BLDHD was obligated to pay 50% of the utilities for the Leelanau Montessori building. With the new lease that began on July 1, 2023, BLDHD will be responsible for 40% of the utilities. The purchase of the sensory light wall was questioned, it was explained that BLDHD had been awarded some grant money to refresh the clinic rooms. The board is to be used to help distract children as they receive their services.

#### **Staff Reports:**

##### **Medical Director – Dr. Joshua Meyerson**

A report was distributed prior to the meeting. Please refer to it for details. Air quality issues are something new for our area. It was noticed that ER visits for respiratory issues were higher on days that the air quality were low due to smoke from the Canadian wildfires. A new vaccine for adults sixty-five years or older for RSV was approved by the FDA. BLDHD generally stocks most vaccines that the ACIP recommends.

##### **Personal Health – Michelle Klein**

A report was distributed prior to the meeting. Please refer to it for details. A Permah Wellbeing Survey had been given to staff members. The results showed that overall BLDHD staff are generally happy. The Leelanau Early Childhood program hosted their July Street Fair. It was a success with approximately 276 people attending it. Starting on August 9, 2023, WIC appointments must be in person. Telehealth visits are no longer allowable, unless there is a big barrier preventing a family from coming into the office.

##### **Environmental Health – Eric Johnston**

A report was distributed prior to the meeting. Please refer to it for details. The number of Land Use Program permits and evaluations performed is up 4% for the area. PFA testing is not the norm for a water sample due to the cost of the test. The test generally costs \$500. All public wells are tested for PFAs, it is part of the Type II program. If PFAs are found the well will be tested quarterly to ensure that the levels are within a safe range.

The bids for the remodel of the Leelanau County Government building were reopened with the

redesign of the area. The bids close on July 31, 2023. The State of Michigan granted Michigan Saves the contract to work with EGLE on administering and funding the failing septic loan project. The second draft of the statewide sanitary code was reintroduced to the House Committee. The items that changed with the revision are more definitions were added to what constitutes a failed septic and clarified what the penalties would be if the rules were not followed. The language of having every septic inspected every five years was still in the document.

**Administrative – Dodie Putney**

A report was distributed prior to the meeting. Please refer to it for details. The RFP for the annual audit was sent out. The responses are due on July 31, 2023. The State of Michigan updated their safety codes for elevators. The Benzie Resource Center will need to upgrade the elevator. This upgrade could cost up to \$20,000. An Employee Picnic will be held after business hours on August 16, 2023 at the Almira Township park.

**Public Comment – None**

**Board Comments – None**

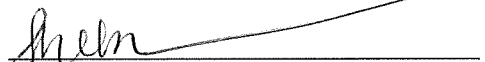
**Adjourn:**

**Motion By:** Sauer to adjourn the BOH meeting at 3:34 p.m.

**Voice Vote:** 6 yeas 0 nay 0 excused **Motion carried**



Gary Sauer, Chair



Shelley Jablon, Recording Secretary