CHAIRPERSON
Jeffrey Dontz
VICE-CHAIRPERSON
Brook Shafer

Mark Bergstrom
Karen Goodman
Ken Hilliard
Alan Marshall
Richard Schmidt

Manistee County Board of Commissioners

Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

CLERK
Jill Nowak
(231) 723-3331
CONTROLLER/ADMINISTRATOR
Thomas Kaminski
(231)398-3504

WAYS & MEANS COMMITTEE

Wednesday, June 1, 2016
9:00 a.m.

Manistee County Courthouse & Government Center
Board of Commissioners Meeting Room

MINUTES

Members Present: Mark Bergstrom, Chairperson, Ken Hilliard and Richard Schmidt

Members Absent: None

Others Present: Rachel Nelson, Finance Assistant; Tom Kaminski, County Administrator/Controller; Lisa Sagala, Human Resources Manager, Assistant Administrator; Russ Pomeroy, County Treasurer; Roger Elbers, Equalization Director; Connie Krusniak, Friend of the Court; Ford Stone, County Prosecutor; Pat Heins, Circuit Court Administrator; Jill M. Nowak, Manistee County Clerk.

The meeting was called to Order at 9:00 a.m.

NOTE - Items requiring Board Action are indicated in BOLD

2017-2021 FRIEND OF THE COURT TITLE IV-D COOPERATIVE REIMBURSEMENT PROGRAM CONTRACT APPLICATION

Connie Krusniak, Friend of the Court, appeared before the Committee to request permission to submit the 2017-2021 Friend of the Court Title IV-D Cooperative Reimbursement Program Contract Application. (Appendix A) Ms. Krusniak explained the contract reimburses the Friend

of the Court Office for direct and indirect costs that are expended to collect child support and enforce custody and parenting time orders issued by the Court. Ms. Krusniak explained that the amounts in the application does not match the budgeted amounts because at this time, the request is made for the maximum amount and it is unknown what the actual expenses will be. The contract includes Manistee and Benzie County's expenses to be reimbursed at the 60% and 40% ratio, respectively. Once the Application is submitted, Ms. Krusniak will return to the County Board in the future for approval of the Contract.

Moved by Hilliard, seconded by Schmidt to recommend the permission to submit the 2017-2021 Friend of the Court Title IV-D Cooperative Reimbursement Program Contract Application. Ayes: All. Motion Carried.

2017-2021 PROSECUTING ATTORNEY TITLE IV-D COOPERATIVE REIMBURSEMENT PROGRAM CONTRACT APPLICATION

Ford Stone, County Prosecutor appeared before the Committee to request permission to submit the 2017-2021 Prosecuting Attorney Title IV-D Cooperative Reimbursement Program Contract Application. (Appendix F) Mr. Stone explained that the contract reimburses the Prosecuting Attorney's Office for direct and indirect costs that are expended to begin paternity and support actions that are referred by the Department of Health and Human Services (DHHS). Once the court file is opened and an order is signed by the Court, the Prosecutor's Office has completed its work.

Moved by Schmidt, seconded by Hilliard to recommend the permission to submit the 2017-2021 Prosecuting Attorney Title IV-D Cooperative Reimbursement Program Contract Application. Ayes: All. Motion Carried.

DISTRICT COURT WIRING UPGRADE

Mr. Kaminski addressed the Committee concerning a request from District Court for an appropriation of $4,558 to be transferred from the District Court Contingency Surplus Fund for an upgrade to the wiring and equipment used by the District Court Reporter. District Court currently has a balance in the Contingency Surplus Fund of approximately $30,000, which includes funds previously approved for installation of the filing system from the Sheriff's Department. (Appendix B)

Melanie Doehring, District Court Recorder appeared before the Committee and explained the constant crackling in the microphones. Troubleshooting has been done by Business Information Systems, Inc. (BIS) and it is unable to be eliminated. It was determined that new wiring, a unidirectional microphone and 4 channel mixer is needed. There has been no maintenance done on the system since it was installed and it is imperative that this problem gets corrected.

Moved by Schmidt, seconded by Hilliard to recommend to approve the transfer of $4,558 from the District Court Contingency Surplus Fund to the General Fund for an upgrade to the wiring and BIS equipment used by the District Court Reporter. Ayes: All. Motion Carried.

FINANCE REPORT

Ms. Nelson presented the Committee with Claiming Summaries for May 4, 2016 through June 1, 2016, and a summary of the On-Demand checks for their review and approval. The totals are as follows:

101 General Fund	$264,682.05
201 County Road Fund	0.00
215 Friend of the Court Fund	0.00
216 Department Contingency Fund	0.00
225 Recycling Fund	4,256.20
234 Judicial Technology Fund	0.00
235 District Court Services Fund	0.00
236 Maintenance of Effort Fund	11,667.78
241 AIS Grant Fund	525.00
242 Bear Lake Improvement Fund	0.00
243 Brownfield Redevelopment Authority Fund	0.00
244 Brownfield Redevelopment-Joslin Cove	0.00
245 Public Improvement Fund	0.00
246 Township Improvement Revolving Fund	0.00
251 Capital Improvement Fund	0.00
252 PRE Audit Fund	0.00
253 Remonumentation Fund	0.00
254 Medical Care Depreciation Fund	0.00
255 Brownfield Site Assessment Fund	0.00
256 Register of Deeds Automation Fund	0.00
257 Budget Stabilization Fund	0.00
258 Mounted Search and Rescue	0.00
259 Legal Defense Fund	0.00
260 Health Insurance Fund	146,198.66
261 9-1-1 Service Fund	0.00
262 Dive Equipment Fund	632.60
263 Sheriff's Office Forfeited Assets Fund	0.00
264 Family Counseling Services Fund	0.00
265 Juvenile Drug Court Fund	0.00
266 Law Enforcement Training Fund	255.96
267 Concealed Pistol Licensing Fund	37.48
268 Homeland Security Grant Fund	300.00
269 Law Library Fund	3,452.71

270 Corrections Officer Training Fund 0.00
271 County Library Fund 0.00
272 County Library Trust Fund 0.00
274 OHSP Grant Funds 0.00
275 Dial-A-Ride Fund 0.00
276 Forestry Fund 0.00
277 Air Photo Fund 0.00
278 LEPC Grant Fund 0.00
279 Economic Development - Housing Fund 14,136.00
280 MSHDA Grant Fund 0.00
281 Law Enforcement Technology Fund 0.00
282 Community Wildfire Grant Fund 1,539.18
283 F.I.A. Benzie County 0.00
284 Community Corrections Fund 2,000.00
285 Drunk Driving Case Flow Fund 0.00
286 Juvenile Intervention Fund 0.00
287 JABGN Grant Fund 525.00
290 Department of Human Services Fund 0.00
292 Child Care Fund 9,679.65
293 Soldiers & Sailors Relief Fund 145.00
294 Veterans Trust Fund 0.00
295 Airport Authority Fund 33,455.43
296 Juvenile Justice Fund 0.00
297 Compensated Services Fund 88,429.99
298 County Employee Separation Fund 0.00
299 Unemployment Fund 0.00
356 Fair Board Debt Fund 0.00
360 9-1-1 Expansion Construction Fund 0.00
361 Jail Expansion Construction Fund 0.00
362 Jail Building Bond 0.00
368 Library Loan Fund 0.00
369 Building Authority Debt Fund 1,000.00
370 County Road Building Debt Fund 0.00
461 Building Authority Construction Fund 0.00
462 County Road Construction Fund 0.00
512 Medical Care Facility Fund 0.00
606 Tax Revolving Fund 0.00
609 2009 Tax Revolving Fund 0.00
610 2010 Tax Revolving Fund 0.00
611 2011 Tax Revolving Fund 0.00
612 Delinquent Taxes 0.00
613 2013 Tax Revolving Fund 0.00
614 2014 Tax Revolving Fund 0.00
620 Tax Revolving - State Sales 260.54
701 Trust and Agency 0.00
702 OPEB Trust Fund 0.00

801 Drain Fund	11,121.06
Total:	$594,300.29
On Demand checks total (included in total amount above):	$89,154.04

Moved by Hilliard, seconded by Schmidt to recommend the approval of the on demand checks and bills issued be accepted in the amount of $594,300.29, and that the same be placed on file. No alternative recommendation was proposed. Ayes: All. Motion Carried.

CONTRACT FOR ANNUAL AUDIT SERVICES

Mr. Kaminski presented a proposal from Gabridge & Company, CPA to extend the County's contract for annual audit services for another one, two or three year period. (years ending 9/30/16, 9/30/17, and 9/30/18). (Appendix C) Mr. Kaminski explained that he has been very satisfied with Gabridge & Company in the past and they have also assisted in preparing the Annual F-65 and qualifying statements at no additional costs. The company is offering to reduce the audit cost by $2,500 for 2016. Mr. Kaminski explained the history of Gabridge & Company when they purchased the company from David Wilson, past Audit provider. Mr. Kaminski stated he could advertise for bids and a Request for Qualifications (RFQ) but was confident that the price of other companies would be more expensive.

Moved by Hilliard, seconded by Bergstrom to recommend the approval of a three (3) year contract between Manistee County and Gabridge & Company to perform the County's Annual Audit services for years ending 9/30/16, 9/30/17, and 9/30/18. Ayes: All. Motion Carried.

MISCELLANEOUS INFORMATION/DISCUSSION ITEMS

MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY STATEMENT OF CHANGES

Mr. Kaminski reviewed the Michigan Municipal Management Authority Statement of Changes in Manistee County's Member Retention Fund for the period of January 1, 2016 - March 31, 2016. (Appendix D) Mr. Kaminski said the fund is healthy and he only foresees one (1) possible claim in the near future.

UPDATE ON THE COUNTY BUDGET PROCESS

Mr. Kaminski has received most of the budgets from the various County departments and he will be working almost exclusively on budgets the next few weeks.

HOUSE BILL 5578

Mr. Kaminski reported on House Bill 5578 which creates a fair and equitable solution to the Dark Store Crisis. (Appendix E) The issue is Big Box stores convinced the Michigan Tax Tribunal to deviate from traditional practice in valuing property and rely on the "sales approach". Under this concept of valuation, an operating store's value is built off comparable structures even if they are vacant. This has led to Big Box retailers being assessed a square foot value of about $20, regardless of the size of the store or products sold.

It was a **consensus** to direct Mr. Kaminski to send correspondence on behalf of the Manistee County Board of Commissioners supporting HB 5578 to our legislators as time is of essence.

OTHER ITEMS FROM COMMITTEE MEMBERS

The Library main building renovation project is underway.

The meeting was adjourned at the Call of the Chair at 10:13 a.m.

Mark Bergstrom

Richard Schmidt

Ken Hilliard

Title IV-D Cooperative Reimbursement Program - 2017

(APPENDIX A-1)

FOR OFFICE USE ONLY: Version # _____ APP # _____

Program Identification Information

1. **Program Identification Information**
   - a. Program Identification Name: County Of Manistee
   - b. Organizational Unit: Friend of the Court
   - c. Address: 415 Third Street
   - d. Address 2:
   - e. City: Manistee State: Mi Zip: 49660-1606
   - f. Federal ID Number: 23-86005853 Reference No.: 858508823
   - g. Program Identification fiscal year (beginning month and day): October-01
   - h. Agency Type

     (•) Public or Local Government

   Payment Address

   MAIN Mail Code: 1

   # & Street Name: County Treasurer

   P.O.Box: 415 Third St.

   City: Manistee State: MI Zip: 49660

2. **Project Information**
   - a. Project Name: Title IV-D Cooperative Reimbursement Program - 2017
   - b. Is implementing agency same as Program Identification: (•) Yes ( ) No
   - c. Implementing Agency Name:
   - d. Project Start Date: Oct-01-2016 End Date: Sep-30-2021
   - e. Amount of Funds Allocated: $2,472,740.00 Project Cost: $3,746,577.00

Fiscal Year Allocation

Year	Allocated Amount	Amount for Line 10
2017	478,431.00	678,045.00
2018	500,806.00	711,947.00
2019	524,300.00	747,544.00
2020	548,969.00	784,921.00
2021	574,872.00	824,168.00
Totals:	2,627,378.00	3,746,625.00

Type of Application

(•) New ( ) Amendment

Type of Program

(•) Friend of the Court, Circuit Court # [19]

( ) Prosecuting Attorney

( ) Combined PA and FOC, Circuit Court #

IT Support Model

( ) State Managed (•) County Managed

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FOR OFFICE USE ONLY: Version # _____ APP # _____

3. Contacts

a. Project Director

Name	Connie Krusniak				
Title	Friend of the Court				
Mailing Address	415 Third Street				
City	Manistee	State	MI	Zip	49660
Telephone	(231) 398-3580			Fax	(231) 398-2019
E-mail Address	krusniakc@manisteecountymi.gov				

b. Financial Director

Name	Russell Pomeroy				
Title	Financial Officer				
Mailing Address	415 Third Street				
City	Manistee	State	MI	Zip	49660
Telephone	(231) 723-3173			Fax	(231) 398-3526
E-mail Address	rapomeroy@manisteecountymi.gov				

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Section II - Management Plan

FOR OFFICE USE ONLY	Version #_____	APP # _____

A. Organizational Chart

Attachments: Manistee-Benzie Org Chart

B. Position Descriptions

Attachments: Manistee Benzie FOC Job Descriptions

(A-5)

Caseload Documentation

FOR OFFICE USE ONLY: Version # _____ APP # _____

A. **Caseload Documentation**

County	Fiscal Start Month	Number of Active IV-D Cases (a)	Number of Active Non IV-D Cases (b)	Number of Total Active Cases (c)	IV-D Caseload % (a/c)	MiCSES Report
Manistee	10	1,985	119	2,104	94.34	Manistee Benzie Mar 2016_201605 110344.pdf
CASELOAD TOTALS		1,985	119	2,104	94.34	

Budget Summary - FY 2017 for Title IV-D Cooperative Reimbursement Program - 2017 for Fiscal Year : 2017
Agency: County Of Manistee
Application: Title IV-D Cooperative Reimbursement Program - 2017

(A-6)

Budget Categories	Title IV-D	Title IV-E	Non IV-D / IV-E	P.T. & C.
Personnel				
Non-Administrative Staff	362,352.20	0.00	0.00	100,497.19
Contracted Employees	0.00	0.00	0.00	0.00
Administrative Employees	159,215.22	0.00	0.00	19,678.28
Non-Admin / Admin Combined	0.00	0.00	0.00	0.00
Total - Personnel	**521,567.42**	**0.00**	**0.00**	**120,175.47**
Data Processing				
Data Processing	0.00	0.00	0.00	0.00
Central Services (DP)	4,839.78	0.00	0.00	598.17
Depreciation	0.00	0.00	0.00	0.00
Total - Data Processing	**4,839.78**	**0.00**	**0.00**	**598.17**
Other Direct				
Other Direct	49,395.00	0.00	0.00	6,105.00
Depreciation - Other Equipment	0.00	0.00	0.00	0.00
Total - Other Direct	**49,395.00**	**0.00**	**0.00**	**6,105.00**
Central Services				
Central Services	102,235.23	0.00	0.00	12,635.82
Total - Central Services	**102,235.23**	**0.00**	**0.00**	**12,635.82**
Paternity Testing				
Paternity Testing	0.00	0.00	0.00	0.00
Total - Paternity Testing	**0.00**	**0.00**	**0.00**	**0.00**
TOTAL EXPENDITURES	**678,037.43**	**0.00**	**0.00**	**139,514.46**
Fees and Other Income				
Service Fees	0.00	0.00	0.00	0.00
Final Judgment Fees	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00
Total - Fees and Other Income	**0.00**	**0.00**	**0.00**	**0.00**
Federal Incentives	0.00	0.00	0.00	0.00

(A-7)

A. CONTRACT DESCRIPTION

COUNTY : Manistee CONTRACT NO : CSFOC17-51001
PROVIDER : FOC ☑ PA ___ COM ___
FISCAL YEAR : 2017 AMENDMENT ___ LINE ITEM TRANSFER ___

COLUMN I	COLUMN II	COLUMN III	COLUMN IV	COLUMN V
Allocation Factors	Current 2017 IV-D Budget	Adjustment To 2017 IV-D Budget	Revised 2017 IV-D Budget	Provider's Total Eligible Budget
SECTION B				
1. FTE Positions	7.12	0.00	0.00	8.00
2. % of Total FTE	89.00	0.00	0.00	100.00
3. Caseload % (FOC, COM)	94.34	0.00	0.00	100.00
Budget Categories	Current 2017 IV-D Budget	Adjustment To 2017 IV-D Budget	Revised 2017 IV-D Budget	Provider's Total Eligible Budget
SECTION C				
1. Personnel	521,567.42	0.00	0.00	641,742.89
2. Data Processing	4,839.78	0.00	0.00	5,437.95
3. Other Direct	49,395.00	0.00	0.00	55,500.00
4. Central Services	102,235.23	0.00	0.00	114,871.05
5. Paternity Testing	0.00	0.00	0.00	0.00
6. TOTAL EXPENDITURES	**678,037.43**	**0.00**	**0.00**	**817,551.89**
7. Service Fees	0.00	0.00	0.00	0.00
8. Final Judgment Fees	0.00	0.00	0.00	0.00
9. Other Income	0.00	0.00	0.00	0.00
10. SUB TOTAL	**678,037.43**	**0.00**	**0.00**	**817,551.89**
11. Federal Incentives	0.00	0.00	0.00	0.00
12. NET BUDGET	**678,037.43**	**0.00**	**0.00**	**817,551.89**
13. County Share @ 34.00%	230,532.73	0.00	0.00	0.00
14. State Share (IV-D) @ 66.00%	447,504.70	0.00	0.00	0.00
15. STATE GF/GP AMOUNT	30,921.00	0.00	0.00	0.00
TOTAL CONTRACT AMOUNT	**478,425.70**	**0.00**	**0.00**	**0.00**

Budget Summary - FY 2018 for Title IV-D Cooperative Reimbursement Program - 2017 for Fiscal Year : 2018
Agency: County Of Manistee
Application: Title IV-D Cooperative Reimbursement Program - 2017

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Budget Categories	Title IV-D	Title IV-E	Non IV-D / IV-E	P.T. & C.
Personnel				
Non-Administrative Staff	379,586.48	0.00	2,169.23	95,903.68
Contracted Employees	0.00	0.00	0.00	0.00
Administrative Employees	165,420.93	0.00	1,100.37	16,872.20
Non-Admin / Admin Combined	0.00	0.00	0.00	0.00
Total - Personnel	**545,007.41**	**0.00**	**3,269.60**	**112,775.88**
Data Processing				
Data Processing	0.00	0.00	0.00	0.00
Central Services (DP)	5,146.29	0.00	42.25	521.31
Depreciation	0.00	0.00	0.00	0.00
Total - Data Processing	**5,146.29**	**0.00**	**42.25**	**521.31**
Other Direct				
Other Direct	53,073.05	0.00	435.75	5,376.20
Depreciation - Other Equipment	0.00	0.00	0.00	0.00
Total - Other Direct	**53,073.05**	**0.00**	**435.75**	**5,376.20**
Central Services				
Central Services	108,709.94	0.00	892.55	11,012.11
Total - Central Services	**108,709.94**	**0.00**	**892.55**	**11,012.11**
Paternity Testing				
Paternity Testing	0.00	0.00	0.00	0.00
Total - Paternity Testing	**0.00**	**0.00**	**0.00**	**0.00**
TOTAL EXPENDITURES	**711,936.69**	**0.00**	**4,640.15**	**129,685.50**
Fees and Other Income				
Service Fees	0.00	0.00	0.00	0.00
Final Judgment Fees	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00
Total - Fees and Other Income	**0.00**	**0.00**	**0.00**	**0.00**
Federal Incentives	0.00	0.00	0.00	0.00

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A. CONTRACT DESCRIPTION

COUNTY : Manistee CONTRACT NO : CSFOC17-51001

PROVIDER : FOC ☑ PA ___ COM ___

FISCAL YEAR : 2018 AMENDMENT ___ LINE ITEM TRANSFER ___

COLUMN I	COLUMN II	COLUMN III	COLUMN IV	COLUMN V
Allocation Factors	Current 2018 IV-D Budget	Adjustment To 2018 IV-D Budget	Revised 2018 IV-D Budget	Provider's Total Eligible Budget
SECTION B				
1. FTE Positions	7.21	0.00	0.00	8.00
2. % of Total FTE	90.13	0.00	0.00	100.00
3. Caseload % (FOC, COM)	94.34	0.00	0.00	100.00
Budget Categories	Current 2018 IV-D Budget	Adjustment To 2018 IV-D Budget	Revised 2018 IV-D Budget	Provider's Total Eligible Budget
SECTION C				
1. Personnel	545,007.41	0.00	0.00	661,052.89
2. Data Processing	5,146.29	0.00	0.00	5,709.85
3. Other Direct	53,073.05	0.00	0.00	58,885.00
4. Central Services	108,709.94	0.00	0.00	120,614.60
5. Paternity Testing	0.00	0.00	0.00	0.00
6. TOTAL EXPENDITURES	**711,936.69**	**0.00**	**0.00**	**846,262.34**
7. Service Fees	0.00	0.00	0.00	0.00
8. Final Judgment Fees	0.00	0.00	0.00	0.00
9. Other Income	0.00	0.00	0.00	0.00
10. SUB TOTAL	**711,936.69**	**0.00**	**0.00**	**846,262.34**
11. Federal Incentives	0.00	0.00	0.00	0.00
12. NET BUDGET	**711,936.69**	**0.00**	**0.00**	**846,262.34**
13. County Share @ 34.00%	242,058.47	0.00	0.00	0.00
14. State Share (IV-D) @ 66.00%	469,878.22	0.00	0.00	0.00
15. STATE GF/GP AMOUNT	30,921.00	0.00	0.00	0.00
TOTAL CONTRACT AMOUNT	**500,799.22**	**0.00**	**0.00**	**0.00**

Budget Summary - FY 2019 for Title IV-D Cooperative Reimbursement Program - 2017 for Fiscal Year : 2019
Agency: County Of Manistee
Application: Title IV-D Cooperative Reimbursement Program - 2017

(A-10)

Budget Categories	Title IV-D	Title IV-E	Non IV-D / IV-E	P.T. & C.
Personnel				
Non-Administrative Staff	396,889.76	0.00	743.07	92,026.56
Contracted Employees	0.00	0.00	0.00	0.00
Administrative Employees	171,109.24	0.00	372.78	14,911.48
Non-Admin / Admin Combined	0.00	0.00	0.00	0.00
Total - Personnel	**567,999.00**	**0.00**	**1,115.85**	**106,938.04**
Data Processing				
Data Processing	0.00	0.00	0.00	0.00
Central Services (DP)	5,508.52	0.00	7.19	479.63
Depreciation	0.00	0.00	0.00	0.00
Total - Data Processing	**5,508.52**	**0.00**	**7.19**	**479.63**
Other Direct				
Other Direct	57,663.89	0.00	75.31	5,020.80
Depreciation - Other Equipment	0.00	0.00	0.00	0.00
Total - Other Direct	**57,663.89**	**0.00**	**75.31**	**5,020.80**
Central Services				
Central Services	116,361.73	0.00	151.97	10,131.63
Total - Central Services	**116,361.73**	**0.00**	**151.97**	**10,131.63**
Paternity Testing				
Paternity Testing	0.00	0.00	0.00	0.00
Total - Paternity Testing	**0.00**	**0.00**	**0.00**	**0.00**
TOTAL EXPENDITURES	**747,533.14**	**0.00**	**1,350.32**	**122,570.10**
Fees and Other Income				
Service Fees	0.00	0.00	0.00	0.00
Final Judgment Fees	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00
Total - Fees and Other Income	**0.00**	**0.00**	**0.00**	**0.00**
Federal Incentives	0.00	0.00	0.00	0.00

Budget Abstract - FY 2019 for Title IV-D Cooperative Reimbursement Program - 2017 for Fiscal Year : 2019
Agency: County Of Manistee
Application: Title IV-D Cooperative Reimbursement Program - 2017

A. CONTRACT DESCRIPTION

COUNTY : Manistee CONTRACT NO : CSFOC17-51001
PROVIDER : FOC ☑ PA ___ COM ___
FISCAL YEAR : 2019 AMENDMENT ___ LINE ITEM TRANSFER ___

(A-11)

COLUMN I	COLUMN II	COLUMN III	COLUMN IV	COLUMN V
Allocation Factors	**Current 2019 IV-D Budget**	**Adjustment To 2019 IV-D Budget**	**Revised 2019 IV-D Budget**	**Provider's Total Eligible Budget**
SECTION B				
1. FTE Positions	7.35	0.00	0.00	8.00
2. % of Total FTE	91.88	0.00	0.00	100.00
3. Caseload % (FOC, COM)	94.34	0.00	0.00	100.00
Budget Categories	**Current 2019 IV-D Budget**	**Adjustment To 2019 IV-D Budget**	**Revised 2019 IV-D Budget**	**Provider's Total Eligible Budget**
SECTION C				
1. Personnel	567,999.00	0.00	0.00	676,052.89
2. Data Processing	5,508.52	0.00	0.00	5,995.34
3. Other Direct	57,663.89	0.00	0.00	62,760.00
4. Central Services	116,361.73	0.00	0.00	126,645.33
5. Paternity Testing	0.00	0.00	0.00	0.00
6. TOTAL EXPENDITURES	**747,533.14**	**0.00**	**0.00**	**871,453.56**
7. Service Fees	0.00	0.00	0.00	0.00
8. Final Judgment Fees	0.00	0.00	0.00	0.00
9. Other Income	0.00	0.00	0.00	0.00
10. SUB TOTAL	**747,533.14**	**0.00**	**0.00**	**871,453.56**
11. Federal Incentives	0.00	0.00	0.00	0.00
12. NET BUDGET	**747,533.14**	**0.00**	**0.00**	**871,453.56**
13. County Share @ 34.00%	254,161.27	0.00	0.00	0.00
14. State Share (IV-D) @ 66.00%	493,371.87	0.00	0.00	0.00
15. STATE GF/GP AMOUNT	30,921.00	0.00	0.00	0.00
TOTAL CONTRACT AMOUNT	**524,292.87**	**0.00**	**0.00**	**0.00**

Budget Summary - FY 2020 for Title IV-D Cooperative Reimbursement Program - 2017 for Fiscal Year : 2020
Agency: County Of Manistee
Application: Title IV-D Cooperative Reimbursement Program - 2017

(A-12)

Budget Categories	Title IV-D	Title IV-E	Non IV-D / IV-E	P.T. & C.
Personnel				
Non-Administrative Staff	415,337.81	0.00	2,289.23	84,032.35
Contracted Employees	0.00	0.00	0.00	0.00
Administrative Employees	179,310.74	0.00	1,154.37	11,928.39
Non-Admin / Admin Combined	0.00	0.00	0.00	0.00
Total - Personnel	**594,648.55**	**0.00**	**3,443.60**	**95,960.74**
Data Processing				
Data Processing	0.00	0.00	0.00	0.00
Central Services (DP)	5,862.64	0.00	46.58	385.89
Depreciation	0.00	0.00	0.00	0.00
Total - Data Processing	**5,862.64**	**0.00**	**46.58**	**385.89**
Other Direct				
Other Direct	60,557.78	0.00	481.19	3,986.03
Depreciation - Other Equipment	0.00	0.00	0.00	0.00
Total - Other Direct	**60,557.78**	**0.00**	**481.19**	**3,986.03**
Central Services				
Central Services	123,842.04	0.00	984.03	8,151.53
Total - Central Services	**123,842.04**	**0.00**	**984.03**	**8,151.53**
Paternity Testing				
Paternity Testing	0.00	0.00	0.00	0.00
Total - Paternity Testing	**0.00**	**0.00**	**0.00**	**0.00**
TOTAL EXPENDITURES	**784,911.01**	**0.00**	**4,955.40**	**108,484.19**
Fees and Other Income				
Service Fees	0.00	0.00	0.00	0.00
Final Judgment Fees	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00
Total - Fees and Other Income	**0.00**	**0.00**	**0.00**	**0.00**
Federal Incentives	0.00	0.00	0.00	0.00

Budget Abstract - FY 2020 for Title IV-D Cooperative Reimbursement Program - 2017 for Fiscal Year : 2020
Agency: County Of Manistee
Application: Title IV-D Cooperative Reimbursement Program - 2017

(A-13)

A. CONTRACT DESCRIPTION

COUNTY : Manistee CONTRACT NO : CSFOC17-51001
PROVIDER : FOC ☑ PA ___ COM ___
FISCAL YEAR : 2020 AMENDMENT ___ LINE ITEM TRANSFER ___

COLUMN I	COLUMN II	COLUMN III	COLUMN IV	COLUMN V
Allocation Factors	Current 2020 IV-D Budget	Adjustment To 2020 IV-D Budget	Revised 2020 IV-D Budget	Provider's Total Eligible Budget
SECTION B				
1. FTE Positions	7.45	0.00	0.00	8.00
2. % of Total FTE	93.13	0.00	0.00	100.00
3. Caseload % (FOC, COM)	94.34	0.00	0.00	100.00
Budget Categories	Current 2020 IV-D Budget	Adjustment To 2020 IV-D Budget	Revised 2020 IV-D Budget	Provider's Total Eligible Budget
SECTION C				
1. Personnel	594,648.55	0.00	0.00	694,052.89
2. Data Processing	5,862.64	0.00	0.00	6,295.11
3. Other Direct	60,557.78	0.00	0.00	65,025.00
4. Central Services	123,842.04	0.00	0.00	132,977.60
5. Paternity Testing	0.00	0.00	0.00	0.00
6. TOTAL EXPENDITURES	**784,911.01**	**0.00**	**0.00**	**898,350.60**
7. Service Fees	0.00	0.00	0.00	0.00
8. Final Judgment Fees	0.00	0.00	0.00	0.00
9. Other Income	0.00	0.00	0.00	0.00
10. SUB TOTAL	**784,911.01**	**0.00**	**0.00**	**898,350.60**
11. Federal Incentives	0.00	0.00	0.00	0.00
12. NET BUDGET	**784,911.01**	**0.00**	**0.00**	**898,350.60**
13. County Share @ 34.00%	266,869.74	0.00	0.00	0.00
14. State Share (IV-D) @ 66.00%	518,041.27	0.00	0.00	0.00
15. STATE GF/GP AMOUNT	30,921.00	0.00	0.00	0.00
TOTAL CONTRACT AMOUNT	**548,962.27**	**0.00**	**0.00**	**0.00**

Budget Summary - FY 2021 for Title IV-D Cooperative Reimbursement Program - 2017 for Fiscal Year : 2021
Agency: County Of Manistee
Application: Title IV-D Cooperative Reimbursement Program - 2017

(A-14)

Budget Categories	Title IV-D	Title IV-E	Non IV-D / IV-E	P.T. & C.
Personnel				
Non-Administrative Staff	434,958.12	0.00	783.07	77,918.20
Contracted Employees	0.00	0.00	0.00	0.00
Administrative Employees	187,048.82	0.00	393.79	9,450.89
Non-Admin / Admin Combined	0.00	0.00	0.00	0.00
Total - Personnel	**622,006.94**	**0.00**	**1,176.86**	**87,369.09**
Data Processing				
Data Processing	0.00	0.00	0.00	0.00
Central Services (DP)	6,279.38	0.00	7.93	322.56
Depreciation	0.00	0.00	0.00	0.00
Total - Data Processing	**6,279.38**	**0.00**	**7.93**	**322.56**
Other Direct				
Other Direct	63,227.25	0.00	79.87	3,247.88
Depreciation - Other Equipment	0.00	0.00	0.00	0.00
Total - Other Direct	**63,227.25**	**0.00**	**79.87**	**3,247.88**
Central Services				
Central Services	132,645.16	0.00	167.55	6,813.77
Total - Central Services	**132,645.16**	**0.00**	**167.55**	**6,813.77**
Paternity Testing				
Paternity Testing	0.00	0.00	0.00	0.00
Total - Paternity Testing	**0.00**	**0.00**	**0.00**	**0.00**
TOTAL EXPENDITURES	**824,158.73**	**0.00**	**1,432.21**	**97,753.30**
Fees and Other Income				
Service Fees	0.00	0.00	0.00	0.00
Final Judgment Fees	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00
Total - Fees and Other Income	**0.00**	**0.00**	**0.00**	**0.00**
Federal Incentives	0.00	0.00	0.00	0.00

Budget Abstract - FY 2021 for Title IV-D Cooperative Reimbursement Program - 2017 for Fiscal Year : 2021
Agency: County Of Manistee
Application: Title IV-D Cooperative Reimbursement Program - 2017

A. CONTRACT DESCRIPTION

COUNTY : Manistee CONTRACT NO : CSFOC17-51001
PROVIDER : FOC ☑ PA ___ COM ___
FISCAL YEAR : 2021 AMENDMENT ___ LINE ITEM TRANSFER ___

(A-15)

COLUMN I	COLUMN II	COLUMN III	COLUMN IV	COLUMN V
Allocation Factors	Current 2021 IV-D Budget	Adjustment To 2021 IV-D Budget	Revised 2021 IV-D Budget	Provider's Total Eligible Budget
SECTION B				
1. FTE Positions	7.60	0.00	0.00	8.00
2. % of Total FTE	95.00	0.00	0.00	100.00
3. Caseload % (FOC, COM)	94.34	0.00	0.00	100.00
Budget Categories	Current 2021 IV-D Budget	Adjustment To 2021 IV-D Budget	Revised 2021 IV-D Budget	Provider's Total Eligible Budget
SECTION C				
1. Personnel	622,006.94	0.00	0.00	710,552.89
2. Data Processing	6,279.38	0.00	0.00	6,609.87
3. Other Direct	63,227.25	0.00	0.00	66,555.00
4. Central Services	132,645.16	0.00	0.00	139,626.48
5. Paternity Testing	0.00	0.00	0.00	0.00
6. TOTAL EXPENDITURES	**824,158.73**	**0.00**	**0.00**	**923,344.24**
7. Service Fees	0.00	0.00	0.00	0.00
8. Final Judgment Fees	0.00	0.00	0.00	0.00
9. Other Income	0.00	0.00	0.00	0.00
10. SUB TOTAL	**824,158.73**	**0.00**	**0.00**	**923,344.24**
11. Federal Incentives	0.00	0.00	0.00	0.00
12. NET BUDGET	**824,158.73**	**0.00**	**0.00**	**923,344.24**
13. County Share @ 34.00%	280,213.97	0.00	0.00	0.00
14. State Share (IV-D) @ 66.00%	543,944.76	0.00	0.00	0.00
15. STATE GF/GP AMOUNT	30,921.00	0.00	0.00	0.00
TOTAL CONTRACT AMOUNT	**574,865.76**	**0.00**	**0.00**	**0.00**

Budget Abstract Summary for Title IV-D Cooperative Reimbursement Program - 2017 for Fiscal Year : 2021
Agency: County Of Manistee
Application: Title IV-D Cooperative Reimbursement Program - 2017

Description	2017	2018	2019	2020	2021	Total
SECTION B						
1. FTE Positions	7.12	7.21	7.35	7.45	7.60	36.73
2. % of Total FTE	89.00	90.13	91.88	93.13	95.00	459.14
3. Caseload % (FOC, COM)	94.34	94.34	94.34	94.34	94.34	471.70
SECTION C						
1. Personnel	521,567.42	545,007.41	567,999.00	594,648.55	622,006.94	2,851,229.32
2. Data Processing	4,839.78	5,146.29	5,508.52	5,862.64	6,279.38	27,636.61
3. Other Direct	49,395.00	53,073.05	57,663.89	60,557.78	63,227.25	283,916.97
4. Central Services	102,235.23	108,709.94	116,361.73	123,842.04	132,645.16	583,794.10
5. Paternity Testing	0.00	0.00	0.00	0.00	0.00	0.00
6. TOTAL EXPENDITURES	**678,037.43**	**711,936.69**	**747,533.14**	**784,911.01**	**824,158.73**	**3,746,577.00**
7. Service Fees	0.00	0.00	0.00	0.00	0.00	0.00
8. Final Judgment Fees	0.00	0.00	0.00	0.00	0.00	0.00
9. Other Income	0.00	0.00	0.00	0.00	0.00	0.00
10. SUB TOTAL	**678,037.43**	**711,936.69**	**747,533.14**	**784,911.01**	**824,158.73**	**3,746,577.00**
11. Federal Incentives	0.00	0.00	0.00	0.00	0.00	0.00
12. NET BUDGET	**678,037.43**	**711,936.69**	**747,533.14**	**784,911.01**	**824,158.73**	**3,746,577.00**
13. County Share @ 34.00%	230,532.73	242,058.47	254,161.27	266,869.74	280,213.97	1,273,836.18
14. State Share (IV-D) @ 66.00%	447,504.70	469,878.22	493,371.87	518,041.27	543,944.76	2,472,740.82
15. STATE GF/GP AMOUNT	30,921.00	30,921.00	30,921.00	30,921.00	30,921.00	154,605.00
TOTAL CONTRACT AMOUNT	**478,425.70**	**500,799.22**	**524,292.87**	**548,962.27**	**574,865.76**	**2,627,345.82**

(APPENDIX B-1)

Honorable Thomas N. Brunner
District Court Judge

Antoinette Gorch
Magistrate

Kathi Lynn
District Court Clerk

State of Michigan
85th District Court
Manistee County Courthouse
Manistee, Michigan 49660
(231) 723-5010

Melanie L. Doehring CER6614
Official Court Recorder
(231) 398-3592

Neil Assante
Probation Officer
(231) 398-3515

May 16, 2016

To: Mr. Tom Kaminski, County Administrator

FROM: Melanie L. Doehring, Court Recorder

RE: District Court BIS maintenance and equipment update

Dear Tom:

Per our conversation of last week regarding the BIS equipment upgrades, I am writing to you for your presentation to the board, the reasons behind our request for use of District Court contingency funds.

There is a constant crackling interference on all channels coming through the system and interfering with the digital record of proceedings. Trouble shooting this issue was first done via telephone and by dial-in by BIS, as well as sending via email a recording for them to listen to on their end. At that time we were unable to resolve the problem. In April, while BIS installers were present in our building and installing the new system in Circuit Court, Alexander came to the District Court courtroom to attempt to trouble shoot the issues in person. We were unable to correct the problem, and in the meantime became aware that the mics are not all functioning at their full capabilities.

Subsequent to the above personal evaluation from BIS, I requested new microphone wire be laid for all mics, a unidirectional condenser boundary mic that can be removed from the jury box, near the polycom for clear audio sound, that can also be disconnected and moved into the Judge's Chambers if necessary. The new microphone line, while they are here, will be ran a few extra feet just inside chambers for use if the occasion arises. Also, at this time, a new mixer will be installed to accommodate the new wiring and unidirectional microphone, and will be tied into the existing amplifier system.

I would like to note, this system was installed in 2010 and works great otherwise, but has not had a bit of maintenance done on it since its installation 6 years ago.

Thank you for your assistance in this matter.

Respectfully Submitted,
Melanie Doehring

Approved By: Antoinette Gorch

cc: Ms. Pat Heins, Circuit Court Administrator

BIS Digital

Integrating Excellence™

(B-2)

Business Information Systems, Inc
1350 NE 56th Street, Suite 300 • Ft. Lauderdale, FL 33334
Phone: (800) 834-7674 • Fax: (877) 858-5611

Date Thursday, April 07, 2016

Quote Number Q-8010385-4.7.2016
DCR

Sales Consultant Andy Spigner
(800) 834-7674 x4044 / andy.spigner@bisdigital.com

Primary Contact Melanie Doehring, Court Reporter/Judicial Secretary
85th District Court
415 Third St.
Manistee, MI 49660
(231) 398-3592
mdoehring@manisteecountymi.gov (Email)

Billing Address 85th District Court (MI) / A-1002999
415 Third St.
Manistee, MI 49660

Shipping Address Same

Users To Train No

Wiring Required Yes

Installation Notes BIS Digital will install and cable a new boundary microphone for the jury rail to capture and record audio of jury verdicts in the District Court courtroom. BIS will provide and install a new 4-channel digital mixer to accommodate the new jury microphone since there are no open inputs on the existing digital mixer. BIS will provide and run new microphone wire for 6 existing boundary microphones in the courtroom in an attempt to eliminate the crackling in the recorded audio.

Item	Code	Qty	Unit Price	Total Price
Unidirectional Condenser Boundary Microphone	BIS-M-P5544	1	$269.00	$269.00
4 Channel Line Mixer (Series 2)	BIS-MX-L4S2	1	$499.00	$499.00
Microphone Wire 16AWG (Plenum) - 1,000ft Roll	BIS-W-MP-16AWG	1	$415.00	$415.00
Travel, Installation and Labor for audio System	SIT-DCR	1	$3,374.96	$3,374.96

BIS Digital

Integrating Excellence™

(B-3)

Business Information Systems, Inc
1350 NE 56th Street, Suite 300 • Ft. Lauderdale, FL 33334
Phone: (800) 834-7674 • Fax: (877) 858-5611

		Sales Tax Rate	0%
		Total (Excluding Sales Tax)	$4,557.96

Equipment Supply

BIS Digital will furnish the equipment as specified herein. Revisions to this contract are made by approved written "Change Order". BIS reserves the right to bill for equipment as stored materials when delivery or installation is not possible. There are no additional implied or expressed operations of the system other than stated within.

Electrical Installation

The customer provided electrical contractor will install all AC power, relay switches & conduit as required for the proposed systems. If required, the customer provided electrician will be responsible for providing and hanging all rigid electrical junction boxes, conduit and installing same. BIS Digital has recommended and asked for Dedicated Electrical Power to be installed at the head-end, controlled end-user equipment or at the same location of final control(s). Dedicated Power shall be the responsibility of the end-user and any external noise or factors creating noise within the systems not exposed by installed electronic equipment shall not be BIS Digital, Inc. responsibility and shall not be reason for any hold-backs whatsoever by any party.

Equipment Installation and Head End Connections

BIS Technicians will install all specified equipment and make all final circuit terminations in the head-end equipment racks. The customer will provide all custom carpentry or custom room preparations as required prior to the installation. The customer will provide scaffold or high reach for all installation work in ceilings over fourteen feet. All network connection(s) are to be provided by the customer. Any changes, alterations or deviations from the Equipment and installation obligations specified herein involving extra cost for labor or material will be executed only on written orders for the same. The cost of any added labor or material will become an extra charge over and above the total specified on the Agreement.

BIS Digital

Integrating Excellence™

(B-4)

Business Information Systems, Inc
1350 NE 56th Street, Suite 300 • Ft. Lauderdale, FL 33334
Phone: (800) 834-7674 • Fax: (877) 858-5611

Order Summary

Date	Thursday, April 07, 2016
Quote Number	Q-8010385-4.7.2016
Account Name	85th District Court (MI)
Total (Excluding Sales Tax)	$4,557.96

Terms and Conditions

Effective Period	This proposal is a firm offer for 30 days from quote date Thursday, April 07, 2016.
Tax Status	Sales tax will be added to invoice unless Tax Exempt Form is on file with BIS Digital.
Payment Terms	**Deposit:** All orders above $5,000 require a 50% deposit. Once the order and deposit is confirmed {received} by BIS Digital, scheduling of the installation / and shipment of goods will occur. **Balance:** The remaining balance is to be paid on the completion of the installation. {delivery of goods at customer site}
Restocking Fee	20% restocking fee will be charged for all cancelled orders
Site Preparation	Customer is required to supply all conduit and cable pulls not listed on this quote. Customer will be responsible for any additional wiring or installation supplies needed during installation.
Training	BIS Digital will provide full training of all system users per agreed training schedule.
Limited Warranty	All BIS supplied new systems (Hardware & Software) are covered for 90 days following date of installation/delivery. Warranty does not cover On-Site Technical Support, Shipping costs, or Software upgrades (See Software Assurance below).
Software Assurance	Annual Software Assurance entitles user to software upgrades throughout the one year term, at the cost of $350 per license/year.

This signature and Purchase Order number states acceptance to the above price, terms and conditions, authorizing BIS Digital, Inc. to order, install and bill for the above equipment:

*** Accepted by:** Antoinette Gord (Name) Magistrate (Title)

(Signature) April 15, 2016 (Date)

*** Accounts Payable Information** *** Required for order to be processed***

A/P Contact: _____ (Name) _____ (Phone Number)

_____ (Email Address) _____ (Fax #)

Is a Purchase Order required for processing? _____ **P.O #**_____

TRIAL BALANCE REPORT FOR MANISTEE COUNTY

PERIOD ENDING 04/30/2016

(B-5)

L NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
16-000-001.000	CASH	366,035.75	
16-000-202.000	ACCOUNTS PAYABLE		
16-000-390.000	FUND BALANCE		19,548.13
16-000-390.001	COMMISSIONERS		17,062.48
16-000-390.002	COUNTY ADMINISTRATOR		14,245.53
16-000-390.003	CIRCUIT COURT		33,146.85
16-000-390.004	DISTRICT COURT		21,653.00
16-000-390.005	FRIEND OF THE COURT		21,551.00
16-000-390.006	PROBATE COURT		44,364.00
16-000-390.007	COUNTY CLERK		4,047.70
16-000-390.008	EQUALIZATION DEPARTMENT		22,942.00
16-000-390.009	PROSECUTING ATTORNEY		12,471.51
16-000-390.010	REGISTER OF DEEDS		4,568.00
16-000-390.011	COUNTY TREASURER		24,187.48
16-000-390.012	BUILDING & GROUNDS		15,075.94
16-000-390.013	SHERIFF DEPARTMENT		5,213.08
16-000-390.014	EMERGENCY SERVICES		15,162.50
16-000-390.015	ANIMAL CONTROL		15,514.00
16-000-390.016	MEDICAL EXAMINER		14,276.78
16-000-390.017	VETERANS TRUST		4,077.00
16-000-390.018	MSU EXTENSION		17,372.60
16-000-390.019	PLANNING DEPARTMENT		755.00
16-000-390.020	DRAIN COMMISSIONER		17,400.17
16-000-390.021	JAIL		18,693.00
16-000-390.022	JUVENILE SERVICES		2,708.00
16-000-390.023	DISTRICT COURT PROBATION		
Total - All Funds:		366,035.75	366,035.75

3980 PENINSULAR DR SE. SUITE 130 / GRAND RAPIDS, MI / 49546-2462 / P 616 538 7100 / F 616 530 2441 / WWW.GABRIDGECO.COM

May 31, 2016

(APPENDIX C-1)

Dear Mr. Tom Kaminski,

We are writing to extend our sincere thanks to Manistee County for the opportunity we have had to be of service as the County's auditors for the past five years. We have enjoyed working with you and your staff. We trust that you feel that the County has benefited from our professional relationship as well.

We are providing proposed fees for the next three fiscal year audit reports. It has been a pleasure working with the County and we would love to have another three years to look forward to with the County. We are willing to reset our fees to the September 30, 2011 through September 30, 2013 levels (for which we were the lowest bidder) to show our commitment to the County!

Following is a schedule showing the proposed fees:

9/30/15 Audit Price was #22,640

Description	9/30/2016	9/30/2017	9/30/2018
Financial Statement and Single Audit	$ 20,120	$ 20,720	$ 21,340
Less: Discount if Single Audit not Required[1]	$ (2,000)	$ (2,000)	$ (2,000)

[1] Under the new OMB Uniform Guidance, single audits will not be required for organizations expending less than $750,000 in federal funds. This change commences with your FYE 9/30/2016.

These fees include assistance in preparing the annual F-65 and qualifying statements at no additional charge.

These fees are based on the presumption that the County's accounting records will be reasonably adjusted and auditable. Any additional services required to assist the County in preparing a reasonably adjusted trial balance will be billed at our standard hourly rate.

The fees quoted for subsequent years may be subject to renegotiation if changes in the scope of the County's operations or new professional requirements make our estimate of hours unrealistic. If any such changes occur, we will discuss the reasons with you, and arrive at a new fee arrangement prior to incurring any charges. However, these fees ***do include*** the implementation of upcoming GASB pronouncements 74 (*Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*), 75 (*Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*), and 77 (*Tax Abatement Disclosures*).

These fees are independent of any special projects for which a separate engagement is contracted. We will, of course, continue to be available throughout the year to answer general business questions, and to assist you or your staff with accounting for specific transactions without charge.

(C-2)

Again, we thank you for the continuing opportunity to be of service to the County, and we look forward to many more years of exceeding your expectations. If you have any questions regarding this extension, or if we can be of assistance to you in any, please do not hesitate to contact us.

Very truly yours,

Gabridge & Company

Gabridge & Company, PLC
Grand Rapids, MI

The above proposal is hereby accepted for an additional 1, 2, or 3 years (indicate one):

_____
Signature

_____
Date

Michigan Municipal Risk Management Authority
Statement of Changes in Member Retention Fund
For 1/1/2016 to 3/31/2016

(APPENDIX D)

MEMBER: 01040-Manistee, County of

Receipts:	
Member Contributions Received - Regular	$37,500.00
Member Contributions Received - Additional	$0.00
Net Asset Distribution Transfer	$0.00
Miscellaneous Revenue Received	$0.00
State Pool Deductible Receipts	$0.00
Interest Income	$3,115.87
Total Receipts	$40,615.87
Claims & Related Payments:	
Claim Losses Paid	($2,475.06)
Net Claims, Adjustment Expenses, Recoveries - 7/1-9/30/12	$0.00
Claim Adjustment Expenses Paid	$0.00
Reinsurance Recoveries	$2,475.06
Stop Loss Recoveries	$0.00
Subrogation Recoveries	$0.00
Net Claims and Claim Adjustment Expenses	$0.00
Other Payments:	
Interest Expense for Negative Balance	$0.00
Special Legal Services	$0.00
Direct Meeting Expenses of Member	$0.00
Member General Fund Contribution Transfer	$0.00
Member Withdrawals	$0.00
Total Other Payments	$0.00
Net Contribution to Retention Fund during Period	$40,615.87
Beginning of Period Member Retention Fund Balance	$403,035.63
End of Period Member Retention Fund Balance	$443,651.50

12/31/15 Member Retent Bal was $403,035.63

Reported Reserves within Member's Self-Insured Retention	$0.00

-- This statement is on a cash basis --

Martin D. Marshall
Lenawee County Administrator
301 N Main St • Adrian MI 49221
517-264-4508 • martin.marshall@lenawee.mi.us
www.lenawee.mi.us

(APPENDIX E-1)

From: Patrick Jordan [mailto:pjordan@wexfordcounty.org]
Sent: Tuesday, May 31, 2016 10:14 AM
To: 'Garwood, Peter'; admin@clinton-county.org; administrator@co.muskegon.mi.us; 'Lawson, Jeffery'; adminnicole@dickinsoncountymi.gov; bbennett@ingham.org; bbousley@menomineeco.com; bergerd@baycounty.net; bgransden@co.midland.mi.us; bkauffman@stclaircounty.org; bnorman@countyofbranch.com; byardt@clareco.net; Cheryl Whipple; chyzer@co.montcalm.mi.us; cjanik@co.leelanau.mi.us; controller@roscommoncounty.net; controller@kalkaskacounty.org; countyexecutive@baycounty.net; csobie@eatoncounty.org; cultrad@vbco.org; daryl.delabbio@kentcountymi.gov; dbenda@grandtraverse.org; elite@ioscocounty.org; eric@houghtoncounty.net; Executive@MacombGov.org; fknizacky@masoncounty.net; grobertson@co.leelanau.mi.us; jbiscoe@lapeercounty.org; jburt@otsegocountymi.gov; jcare@co.genesee.mi.us; jfuentes@eatoncounty.org; jgerman@chippewacountymi.gov; jgiackino@gogebic.org; jhebert@shiawassee.net; jhuff@gratiotmi.com; jmfaul@kalcounty.com; jneilsen@ingham.org; kchurch@chippewacountymi.gov; kdorman@sanilaccounty.net; kdscott@calhouncountymi.gov; kfrancis@co.genesee.mi.us; administration; kvanbeek@miottawa.org; longneck@clinton-county.org; Martin Marshall; mary.swanson@kentcountymi.gov; mbrown@barrycounty.org; mcdaniev@ewashtenaw.org; mhoagland@tuscolacounty.org; michael_bosanac@monroemi.org; mkrupa@emmetcounty.org; mmcavoy@isabellacounty.org; moverton@co.jackson.mi.us; nora@deltacountymi.org; pbullock@co.mecosta.mi.us; pcompo@crawfordco.org; phorner@co.wayne.mi.us; pmbatt@kalcounty.com; rbelleman@saginawcounty.com; reynoldsw@ewashteanw.org; rkempf@stclaircounty.org; rsarro@allegancounty.org; sclisch@ironmi.org; SErbisch@mqtco.org; 'Kevin Shepard'; shurlbut@ioniacounty.org; Sue Johnson; skoepplinger@saginawcounty.com; steve@houghtoncounty.net; tdkaminski@manisteecountymi.gov; tdolehanty@ingham.org; wayman.britt@kentcountymi.gov; yoder@stjosephcountymi.org; 'Alan Vanderberg-Ottawa County'; 'Missaukee County Administrator'; 'Mitch Diesch'; administration
Subject: HB 5578

Hello All. I hope the conference last week was great for everyone and I'm sorry I missed it.
Below is an email our Equalization Director sent to Representative Potvin regarding HB 5578, meant to close the Big Box/Dark Store issue that so many of us are dealing with. I just want to encourage each of you to contact your Representatives and encourage them to vote in favor.

Patrick Jordan
Wexford County Administrator
Courthouse
437 E. Division St.
Cadillac, MI 49601
231-779-9453

From: Joe Porterfield
Sent: Tuesday, May 31, 2016 9:55 AM
To: 'pjpotvin@gmail.com' <pjpotvin@gmail.com>
Subject: HB 5578

Phil I wanted to take a minute to talk to you about HB 5578, The passage of this bill is imperative to fixing the problems we are facing with the Big Box store rulings coming out of the tribunal over the last couple years. As you are aware no

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bill is perfect. However this bill will go a long way toward fixing this problem and will save the counties, townships and inevitably the remaining taxpayers of Michigan an enormous amount of money. I am not sure how close you have been following this situation, but over the last few years the Big box stores (Menards, Walmart, Meijer Etc) have been challenging the value placed on their buildings by the local assessors in the Michigan Tax Tribunal. The problem being, in many cases they are arguing the new buildings they spend millions of dollars to build, are worth less when they are finished then they paid for the original vacant land to begin with, and they are winning in the tribunal. They are winning by arguing the only approach to properly value these buildings, is the direct sales comparison approach to value, the problem being the sales they are using as comparables are usually vacant buildings that other big box stores have left empty, when they have gone on to build bigger stores in the community. In most cases these properties have deed restrictions on them that will not allow retail operations in them that will compete with these newly built stores. These restrictions reduce the marketability of these buildings simply by reducing the potential use of the building thereby bringing down the sale prices. The Michigan Tax Tribunal has failed to take into consideration the effect the deed restrictions have on the sale prices and are allowing the appellate appraisers to use them with no adjustments what so ever. This is just wrong, Michigan statutes require that all properties in be valued according to their highest and best use(ie. highest rate of return). The Tribunal seems to be ignoring this and by doing so it is creating an unfair burden to the remainder of the taxpayers in these jurisdictions. As you are aware I believe we all need to watch our pennies and should only use taxation as a last result to cover the cost of services that promote the better good of all of our citizens. That being said there is a certain level of service the taxpayers in our state expect, and when one group of taxpayer can use the system put in place to significantly reduce their contribution to those costs, the remaining taxpayers then will see an unfair increase passed on to them. It is my opinion this bill will help bring an end to this practice and bring a fairness back into our system that I believe has been lost. I look forward to talking with you personally about this issue.
Sincerely
Joe

Joe Porterfield
Wexford County Equalization Director
Assessor City of Cadillac, City of Manton and Slagle Township
(231)779-9474
(231)779-9529 Fax

(E-3)

Tom Kaminski

From: Martin Marshall <Martin.Marshall@lenawee.mi.us>
Sent: Tuesday, May 31, 2016 11:13 AM
To: Patrick Jordan; 'Garwood, Peter'; admin@clinton-county.org; administrator@co.muskegon.mi.us; 'Lawson, Jeffery'; adminnicole@dickinsoncountymi.gov; bbennett@ingham.org; bbousley@menomineeco.com; bergerd@baycounty.net; bgransden@co.midland.mi.us; bkauffman@stclaircounty.org; bnorman@countyofbranch.com; byardt@clareco.net; Cheryl Whipple; chyzer@co.montcalm.mi.us; cjanik@co.leelanau.mi.us; controller@roscommoncounty.net; controller@kalkaskacounty.org; countyexecutive@baycounty.net; csobie@eatoncounty.org; cultrad@vbco.org; daryl.delabbio@kentcountymi.gov; dbenda@grandtraverse.org; elite@ioscocounty.org; eric@houghtoncounty.net; Executive@MacombGov.org; fknizacky@masoncounty.net; grobertson@co.leelanau.mi.us; jbiscoe@lapeercounty.org; jburt@otsegocountymi.gov; jcare@co.genesee.mi.us; jfuentes@eatoncounty.org; jgerman@chippewacountymi.gov; jgiackino@gogebic.org; jhebert@shiawassee.net; jhuff@gratiotmi.com; jmfaul@kalcounty.com; jneilsen@ingham.org; kchurch@chippewacountymi.gov; kdorman@sanilaccounty.net; kdscott@calhouncountymi.gov; kfrancis@co.genesee.mi.us; administration; kvanbeek@miottawa.org; longneck@clinton-county.org; mary.swanson@kentcountymi.gov; mbrown@barrycounty.org; mcdaniev@ewashtenaw.org; mhoagland@tuscolacounty.org; michael_bosanac@monroemi.org; mkrupa@emmetcounty.org; mmcavoy@isabellacounty.org; moverton@co.jackson.mi.us; nora@deltacountymi.org; pbullock@co.mecosta.mi.us; pcompo@crawfordco.org; phomer@co.wayne.mi.us; pmbatt@kalcounty.com; rbelleman@saginawcounty.com; reynoldsw@ewashteanw.org; rkempf@stclaircounty.org; rsarro@allegancounty.org; sclisch@ironmi.org; SErbisch@mqtco.org; 'Kevin Shepard'; shurlbut@ioniacounty.org; Sue Johnson; skoepplinger@saginawcounty.com; steve@houghtoncounty.net; Tom Kaminski; tdolehanty@ingham.org; wayman.britt@kentcountymi.gov; yoder@stjosephcountymi.org; 'Alan Vanderberg-Ottawa County'; 'Missaukee County Administrator'; 'Mitch Diesch'; administration
Subject: RE: HB 5578

Thank you Patrick,

In addition to the very detailed and accurate explanation provided by Mr. Porterfield, I would point out that HB 5578 was reported out of the House Tax Policy Committee on an 11-2 bipartisan vote. All that needs to happen for this bill to pass and move over to the Senate is for Speaker Cotter to put it on the agenda to be voted on. The State Chamber is opposing the bill and would like to keep it from moving out of the House until after the House recesses for the summer. If the House and Senate recess before acting on this bill it is unlikely that there will be time to move it through the process later in the year.

I certainly support contacting your state representatives, especially those of you who are in Mr. Cotter's district, and I would encourage you to ask your commissioners to do the same.

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MAC ISSUE SUMMARY

House Bill 5578 creates fair, equitable solution to Dark Stores crisis

Starting in about 2013, "Big Box" retailers (Meijer, Home Depot, Target, etc.) convinced the Michigan Tax Tribunal to deviate from traditional practice in valuing property and rely on the "sales approach," a shift that has become known as the "Dark Stores" theory.

Under this theory of valuation, an operating store's value is built off comparable structures – even if said structures are vacant. Dark Stores appeals have distorted Michigan's property tax system, with Big Box retailers in our state enjoying per square foot values of about $20, regardless of the size of the store or the type of products being sold.

HB 5578 by Rep. David Maturen (R-Kalamazoo County) would block the Dark Stores technique.

- **By requiring the Tax Tribunal to consider all methods of assessing property, HB 5578 sets up a fair and equitable system of property review.**
- **HB 5578 enforces current law by clarifying that Tax Tribunal members must independently evaluate the parties' stipulation as to any valuation method or issue.**
- **The bill limits the use of deed restrictions to prevent the Dark Stores technique of using vacant, restricted properties for the sole purpose of artificially lowering value.**
- **The bill details in law the four-part tests that appraisers use to determine the highest and best use of property.**
- **HB 5578 is consistent with state law defining a property's "true cash value."**
- **The bill does not impose any new requirements on assessors or appraisers.**

MAC
MICHIGAN ASSOCIATION OF COUNTIES

Supports House Bill 5578

APPENDIX F

Title IV-D Cooperative Reimbursement Program - 2017

FOR OFFICE USE ONLY: Version #_____ APP #_____

Program Identification Information

1. **Program Identification Information**
   - a. Program Identification Name: County Of Manistee
   - b. Organizational Unit: Prosecuting Attorney
   - c. Address: 415 Third Street
   - d. Address 2: Courthouse
   - e. City: Manistee State Mi Zip 49660-1624
   - f. Federal ID Number: 23-86005853 Reference No. 858508823
   - g. Program Identification fiscal year (beginning month and day): October-01
   - h. Agency Type

     (•) Public or Local Government

     Payment Address

     MAIN Mail Code: 1

     # & Street Name: County Treasurer

     P.O.Box: 415 Third St.

     City: Manistee State MI Zip 49660

2. **Project Information**
   - a. Project Name: Title IV-D Cooperative Reimbursement Program - 2017
   - b. Is implementing agency same as Program Identification (•) Yes ( ) No
   - c. Implementing Agency Name
   - d. Project Start Date: Oct-01-2016 End Date: Sep-30-2021
   - e. Amount of Funds Allocated: $224,924.00 Project Cost: $340,793.00

Fiscal Year Allocation

Year	Allocated Amount	Amount for Line 10
2017	40,803.00	61,823.00
2018	42,727.00	64,738.00
2019	44,863.00	67,974.00
2020	47,106.00	71,373.00
2021	49,462.00	74,942.00
Totals:	224,961.00	340,850.00

Type of Application

(•) New ( ) Amendment

Type of Program

( ) Friend of the Court, Circuit Court #

(•) Prosecuting Attorney

( ) Combined PA and FOC, Circuit Court #

IT Support Model

( ) State Managed (•) County Managed

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FOR OFFICE USE ONLY: Version # _____ APP # _____

3. **Contacts**

a. Project Director

Name	FORD K. STONE				
Title	Director				
Mailing Address	415 THIRD STREET				
City	MANISTEE	State	MI	Zip	49660
Telephone	(231) 723-7518			Fax	(231) 723-1727
E-mail Address	fkstone@manisteecountymi.gov				

b. Financial Director

Name	Russell Pomeroy				
Title	Financial Officer				
Mailing Address	415 Third Street				
City	Manistee	State	MI	Zip	49660
Telephone	(231) 723-3173			Fax	(231) 398-3526
E-mail Address	rapomeroy@manisteecountymi.gov				

Section II - Management Plan

FOR OFFICE USE ONLY	Version # _____	APP # _____

A. Organizational Chart

Attachments: Manistee PA Org Chart

B. Position Descriptions

Attachments: Job Descriptions-PA and Paralegal

Caseload Documentation

FOR OFFICE USE ONLY: Version # _____ APP # _____

A. Caseload Documentation

County	Fiscal Start Month	Number of Active IV-D Cases (a)	Number of Active Non IV-D Cases (b)	Number of Total Active Cases (c)	IV-D Caseload % (a/c)	MiCSES Report
CASELOAD TOTALS						

Budget Summary - FY 2017 for Title IV-D Cooperative Reimbursement Program - 2017 for Fiscal Year : 2017
Agency: County Of Manistee
Application: Title IV-D Cooperative Reimbursement Program - 2017

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Budget Categories	Title IV-D	Title IV-E	Non IV-D / IV-E	P.T. & C.
Personnel				
Non-Administrative Staff	44,542.53	0.00	333,018.74	0.00
Contracted Employees	0.00	0.00	0.00	0.00
Administrative Employees	0.00	0.00	0.00	0.00
Non-Admin / Admin Combined	0.00	0.00	0.00	0.00
Total - Personnel	**44,542.53**	**0.00**	**333,018.74**	**0.00**
Data Processing				
Data Processing	0.00	0.00	0.00	0.00
Central Services (DP)	966.69	0.00	7,211.76	0.00
Depreciation	0.00	0.00	0.00	0.00
Total - Data Processing	**966.69**	**0.00**	**7,211.76**	**0.00**
Other Direct				
Other Direct	8,553.25	0.00	12,124.75	0.00
Depreciation - Other Equipment	0.00	0.00	0.00	0.00
Total - Other Direct	**8,553.25**	**0.00**	**12,124.75**	**0.00**
Central Services				
Central Services	7,654.24	0.00	57,102.41	0.00
Total - Central Services	**7,654.24**	**0.00**	**57,102.41**	**0.00**
Paternity Testing				
Paternity Testing	100.00	0.00	0.00	0.00
Total - Paternity Testing	**100.00**	**0.00**	**0.00**	**0.00**
TOTAL EXPENDITURES	**61,816.71**	**0.00**	**409,457.66**	**0.00**
Fees and Other Income				
Service Fees	0.00	0.00	0.00	0.00
Final Judgment Fees	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00
Total - Fees and Other Income	**0.00**	**0.00**	**0.00**	**0.00**
Federal Incentives	0.00	0.00	0.00	0.00

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A. CONTRACT DESCRIPTION

COUNTY : Manistee CONTRACT NO : CSPA17-51002
PROVIDER : FOC ___ PA ☑ COM ___
FISCAL YEAR : 2017 AMENDMENT ___ LINE ITEM TRANSFER ___

COLUMN I	COLUMN II	COLUMN III	COLUMN IV	COLUMN V
Allocation Factors	Current 2017 IV-D Budget	Adjustment To 2017 IV-D Budget	Revised 2017 IV-D Budget	Provider's Total Eligible Budget
SECTION B				
1. FTE Positions	0.65	0.00	0.00	5.50
2. % of Total FTE	11.82	0.00	0.00	100.00
3. Caseload % (FOC, COM)	100.00	0.00	0.00	100.00
Budget Categories	Current 2017 IV-D Budget	Adjustment To 2017 IV-D Budget	Revised 2017 IV-D Budget	Provider's Total Eligible Budget
SECTION C				
1. Personnel	44,542.53	0.00	0.00	377,561.27
2. Data Processing	966.69	0.00	0.00	8,178.45
3. Other Direct	8,553.25	0.00	0.00	20,678.00
4. Central Services	7,654.24	0.00	0.00	64,756.65
5. Paternity Testing	100.00	0.00	0.00	100.00
6. TOTAL EXPENDITURES	**61,816.71**	**0.00**	**0.00**	**471,274.37**
7. Service Fees	0.00	0.00	0.00	0.00
8. Final Judgment Fees	0.00	0.00	0.00	0.00
9. Other Income	0.00	0.00	0.00	0.00
10. SUB TOTAL	**61,816.71**	**0.00**	**0.00**	**471,274.37**
11. Federal Incentives	0.00	0.00	0.00	0.00
12. NET BUDGET	**61,816.71**	**0.00**	**0.00**	**471,274.37**
13. County Share @ 34.00%	21,017.68	0.00	0.00	0.00
14. State Share (IV-D) @ 66.00%	40,799.03	0.00	0.00	0.00
15. STATE GF/GP AMOUNT	0.00	0.00	0.00	0.00
TOTAL CONTRACT AMOUNT	**40,799.03**	**0.00**	**0.00**	**0.00**

Budget Summary - FY 2018 for Title IV-D Cooperative Reimbursement Program - 2017 for Fiscal Year : 2018
Agency: County Of Manistee
Application: Title IV-D Cooperative Reimbursement Program - 2017

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Budget Categories	Title IV-D	Title IV-E	Non IV-D / IV-E	P.T. & C.
Personnel				
Non-Administrative Staff	46,473.60	0.00	337,087.67	0.00
Contracted Employees	0.00	0.00	0.00	0.00
Administrative Employees	0.00	0.00	0.00	0.00
Non-Admin / Admin Combined	0.00	0.00	0.00	0.00
Total - Personnel	**46,473.60**	**0.00**	**337,087.67**	**0.00**
Data Processing				
Data Processing	0.00	0.00	0.00	0.00
Central Services (DP)	1,018.22	0.00	7,466.92	0.00
Depreciation	0.00	0.00	0.00	0.00
Total - Data Processing	**1,018.22**	**0.00**	**7,466.92**	**0.00**
Other Direct				
Other Direct	9,073.00	0.00	12,100.00	0.00
Depreciation - Other Equipment	0.00	0.00	0.00	0.00
Total - Other Direct	**9,073.00**	**0.00**	**12,100.00**	**0.00**
Central Services				
Central Services	8,062.20	0.00	59,122.83	0.00
Total - Central Services	**8,062.20**	**0.00**	**59,122.83**	**0.00**
Paternity Testing				
Paternity Testing	100.00	0.00	0.00	0.00
Total - Paternity Testing	**100.00**	**0.00**	**0.00**	**0.00**
TOTAL EXPENDITURES	**64,727.02**	**0.00**	**415,777.42**	**0.00**
Fees and Other Income				
Service Fees	0.00	0.00	0.00	0.00
Final Judgment Fees	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00
Total - Fees and Other Income	**0.00**	**0.00**	**0.00**	**0.00**
Federal Incentives	0.00	0.00	0.00	0.00

Budget Abstract - FY 2018 for Title IV-D Cooperative Reimbursement Program - 2017 for Fiscal Year : 2018
Agency: County Of Manistee
Application: Title IV-D Cooperative Reimbursement Program - 2017

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A. CONTRACT DESCRIPTION

COUNTY : Manistee CONTRACT NO : CSPA17-51002
PROVIDER : FOC ___ PA ☑ COM ___
FISCAL YEAR : 2018 AMENDMENT ___ LINE ITEM TRANSFER ___

COLUMN I	COLUMN II	COLUMN III	COLUMN IV	COLUMN V
Allocation Factors	Current 2018 IV-D Budget	Adjustment To 2018 IV-D Budget	Revised 2018 IV-D Budget	Provider's Total Eligible Budget
SECTION B				
1. FTE Positions	0.66	0.00	0.00	5.50
2. % of Total FTE	12.00	0.00	0.00	100.00
3. Caseload % (FOC, COM)	100.00	0.00	0.00	100.00
Budget Categories	Current 2018 IV-D Budget	Adjustment To 2018 IV-D Budget	Revised 2018 IV-D Budget	Provider's Total Eligible Budget
SECTION C				
1. Personnel	46,473.60	0.00	0.00	383,561.27
2. Data Processing	1,018.22	0.00	0.00	8,485.14
3. Other Direct	9,073.00	0.00	0.00	21,173.00
4. Central Services	8,062.20	0.00	0.00	67,185.03
5. Paternity Testing	100.00	0.00	0.00	100.00
6. TOTAL EXPENDITURES	**64,727.02**	**0.00**	**0.00**	**480,504.44**
7. Service Fees	0.00	0.00	0.00	0.00
8. Final Judgment Fees	0.00	0.00	0.00	0.00
9. Other Income	0.00	0.00	0.00	0.00
10. SUB TOTAL	**64,727.02**	**0.00**	**0.00**	**480,504.44**
11. Federal Incentives	0.00	0.00	0.00	0.00
12. NET BUDGET	**64,727.02**	**0.00**	**0.00**	**480,504.44**
13. County Share @ 34.00%	22,007.19	0.00	0.00	0.00
14. State Share (IV-D) @ 66.00%	42,719.83	0.00	0.00	0.00
15. STATE GF/GP AMOUNT	0.00	0.00	0.00	0.00
TOTAL CONTRACT AMOUNT	**42,719.83**	**0.00**	**0.00**	**0.00**

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Budget Summary - FY 2019 for Title IV-D Cooperative Reimbursement Program - 2017 for Fiscal Year : 2019
Agency: County Of Manistee
Application: Title IV-D Cooperative Reimbursement Program - 2017

Budget Categories	Title IV-D	Title IV-E	Non IV-D / IV-E	P.T. & C.
Personnel				
Non-Administrative Staff	47,793.60	0.00	345,767.67	0.00
Contracted Employees	0.00	0.00	0.00	0.00
Administrative Employees	0.00	0.00	0.00	0.00
Non-Admin / Admin Combined	0.00	0.00	0.00	0.00
Total - Personnel	**47,793.60**	**0.00**	**345,767.67**	**0.00**
Data Processing				
Data Processing	0.00	0.00	0.00	0.00
Central Services (DP)	1,056.40	0.00	7,746.94	0.00
Depreciation	0.00	0.00	0.00	0.00
Total - Data Processing	**1,056.40**	**0.00**	**7,746.94**	**0.00**
Other Direct				
Other Direct	10,653.80	0.00	23,672.00	0.00
Depreciation - Other Equipment	0.00	0.00	0.00	0.00
Total - Other Direct	**10,653.80**	**0.00**	**23,672.00**	**0.00**
Central Services				
Central Services	8,364.54	0.00	61,339.93	0.00
Total - Central Services	**8,364.54**	**0.00**	**61,339.93**	**0.00**
Paternity Testing				
Paternity Testing	100.00	0.00	0.00	0.00
Total - Paternity Testing	**100.00**	**0.00**	**0.00**	**0.00**
TOTAL EXPENDITURES	**67,968.34**	**0.00**	**438,526.54**	**0.00**
Fees and Other Income				
Service Fees	0.00	0.00	0.00	0.00
Final Judgment Fees	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00
Total - Fees and Other Income	**0.00**	**0.00**	**0.00**	**0.00**
Federal Incentives	0.00	0.00	0.00	0.00

F-11

A. CONTRACT DESCRIPTION

COUNTY : Manistee CONTRACT NO : CSPA17-51002
PROVIDER : FOC ___ PA ☑ COM ___
FISCAL YEAR : 2019 AMENDMENT ___ LINE ITEM TRANSFER ___

COLUMN I	COLUMN II	COLUMN III	COLUMN IV	COLUMN V
Allocation Factors	Current 2019 IV-D Budget	Adjustment To 2019 IV-D Budget	Revised 2019 IV-D Budget	Provider's Total Eligible Budget
SECTION B				
1. FTE Positions	0.66	0.00	0.00	5.50
2. % of Total FTE	12.00	0.00	0.00	100.00
3. Caseload % (FOC, COM)	100.00	0.00	0.00	100.00
Budget Categories	Current 2019 IV-D Budget	Adjustment To 2019 IV-D Budget	Revised 2019 IV-D Budget	Provider's Total Eligible Budget
SECTION C				
1. Personnel	47,793.60	0.00	0.00	393,561.27
2. Data Processing	1,056.40	0.00	0.00	8,803.34
3. Other Direct	10,653.80	0.00	0.00	34,325.80
4. Central Services	8,364.54	0.00	0.00	69,704.47
5. Paternity Testing	100.00	0.00	0.00	100.00
6. TOTAL EXPENDITURES	**67,968.34**	**0.00**	**0.00**	**506,494.88**
7. Service Fees	0.00	0.00	0.00	0.00
8. Final Judgment Fees	0.00	0.00	0.00	0.00
9. Other Income	0.00	0.00	0.00	0.00
10. SUB TOTAL	**67,968.34**	**0.00**	**0.00**	**506,494.88**
11. Federal Incentives	0.00	0.00	0.00	0.00
12. NET BUDGET	**67,968.34**	**0.00**	**0.00**	**506,494.88**
13. County Share @ 34.00%	23,109.24	0.00	0.00	0.00
14. State Share (IV-D) @ 66.00%	44,859.10	0.00	0.00	0.00
15. STATE GF/GP AMOUNT	0.00	0.00	0.00	0.00
TOTAL CONTRACT AMOUNT	**44,859.10**	**0.00**	**0.00**	**0.00**

Budget Summary - FY 2020 for Title IV-D Cooperative Reimbursement Program - 2017 for Fiscal Year : 2020
Agency: County Of Manistee
Application: Title IV-D Cooperative Reimbursement Program - 2017

F-12

Budget Categories	Title IV-D	Title IV-E	Non IV-D / IV-E	P.T. & C.
Personnel				
Non-Administrative Staff	50,284.67	0.00	353,276.60	0.00
Contracted Employees	0.00	0.00	0.00	0.00
Administrative Employees	0.00	0.00	0.00	0.00
Non-Admin / Admin Combined	0.00	0.00	0.00	0.00
Total - Personnel	**50,284.67**	**0.00**	**353,276.60**	**0.00**
Data Processing				
Data Processing	0.00	0.00	0.00	0.00
Central Services (DP)	1,112.46	0.00	8,021.01	0.00
Depreciation	0.00	0.00	0.00	0.00
Total - Data Processing	**1,112.46**	**0.00**	**8,021.01**	**0.00**
Other Direct				
Other Direct	11,050.80	0.00	25,467.80	0.00
Depreciation - Other Equipment	0.00	0.00	0.00	0.00
Total - Other Direct	**11,050.80**	**0.00**	**25,467.80**	**0.00**
Central Services				
Central Services	8,808.38	0.00	63,510.00	0.00
Total - Central Services	**8,808.38**	**0.00**	**63,510.00**	**0.00**
Paternity Testing				
Paternity Testing	100.00	0.00	0.00	0.00
Total - Paternity Testing	**100.00**	**0.00**	**0.00**	**0.00**
TOTAL EXPENDITURES	**71,356.31**	**0.00**	**450,275.41**	**0.00**
Fees and Other Income				
Service Fees	0.00	0.00	0.00	0.00
Final Judgment Fees	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00
Total - Fees and Other Income	**0.00**	**0.00**	**0.00**	**0.00**
Federal Incentives	0.00	0.00	0.00	0.00

Budget Abstract - FY 2020 for Title IV-D Cooperative Reimbursement Program - 2017 for Fiscal Year : 2020
Agency: County Of Manistee
Application: Title IV-D Cooperative Reimbursement Program - 2017

F-13

A. CONTRACT DESCRIPTION

COUNTY : Manistee CONTRACT NO : CSPA17-51002
PROVIDER : FOC ___ PA ☑ COM ___
FISCAL YEAR : 2020 AMENDMENT ___ LINE ITEM TRANSFER ___

COLUMN I	COLUMN II	COLUMN III	COLUMN IV	COLUMN V
Allocation Factors	Current 2020 IV-D Budget	Adjustment To 2020 IV-D Budget	Revised 2020 IV-D Budget	Provider's Total Eligible Budget
SECTION B				
1. FTE Positions	0.67	0.00	0.00	5.50
2. % of Total FTE	12.18	0.00	0.00	100.00
3. Caseload % (FOC, COM)	100.00	0.00	0.00	100.00
Budget Categories	Current 2020 IV-D Budget	Adjustment To 2020 IV-D Budget	Revised 2020 IV-D Budget	Provider's Total Eligible Budget
SECTION C				
1. Personnel	50,284.67	0.00	0.00	403,561.27
2. Data Processing	1,112.46	0.00	0.00	9,133.47
3. Other Direct	11,050.80	0.00	0.00	36,518.60
4. Central Services	8,808.38	0.00	0.00	72,318.38
5. Paternity Testing	100.00	0.00	0.00	100.00
6. TOTAL EXPENDITURES	**71,356.31**	**0.00**	**0.00**	**521,631.72**
7. Service Fees	0.00	0.00	0.00	0.00
8. Final Judgment Fees	0.00	0.00	0.00	0.00
9. Other Income	0.00	0.00	0.00	0.00
10. SUB TOTAL	**71,356.31**	**0.00**	**0.00**	**521,631.72**
11. Federal Incentives	0.00	0.00	0.00	0.00
12. NET BUDGET	**71,356.31**	**0.00**	**0.00**	**521,631.72**
13. County Share @ 34.00%	24,261.15	0.00	0.00	0.00
14. State Share (IV-D) @ 66.00%	47,095.16	0.00	0.00	0.00
15. STATE GF/GP AMOUNT	0.00	0.00	0.00	0.00
TOTAL CONTRACT AMOUNT	**47,095.16**	**0.00**	**0.00**	**0.00**

F-14

Budget Summary - FY 2021 for Title IV-D Cooperative Reimbursement Program - 2017 for Fiscal Year : 2021
Agency: County Of Manistee
Application: Title IV-D Cooperative Reimbursement Program - 2017

Budget Categories	Title IV-D	Title IV-E	Non IV-D / IV-E	P.T. & C.
Personnel				
Non-Administrative Staff	52,815.75	0.00	360,745.52	0.00
Contracted Employees	0.00	0.00	0.00	0.00
Administrative Employees	0.00	0.00	0.00	0.00
Non-Admin / Admin Combined	0.00	0.00	0.00	0.00
Total - Personnel	**52,815.75**	**0.00**	**360,745.52**	**0.00**
Data Processing				
Data Processing	0.00	0.00	0.00	0.00
Central Services (DP)	1,171.23	0.00	8,304.75	0.00
Depreciation	0.00	0.00	0.00	0.00
Total - Data Processing	**1,171.23**	**0.00**	**8,304.75**	**0.00**
Other Direct				
Other Direct	11,564.36	0.00	25,941.44	0.00
Depreciation - Other Equipment	0.00	0.00	0.00	0.00
Total - Other Direct	**11,564.36**	**0.00**	**25,941.44**	**0.00**
Central Services				
Central Services	9,273.75	0.00	65,756.57	0.00
Total - Central Services	**9,273.75**	**0.00**	**65,756.57**	**0.00**
Paternity Testing				
Paternity Testing	100.00	0.00	0.00	0.00
Total - Paternity Testing	**100.00**	**0.00**	**0.00**	**0.00**
TOTAL EXPENDITURES	**74,925.09**	**0.00**	**460,748.28**	**0.00**
Fees and Other Income				
Service Fees	0.00	0.00	0.00	0.00
Final Judgment Fees	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00
Total - Fees and Other Income	**0.00**	**0.00**	**0.00**	**0.00**
Federal Incentives	0.00	0.00	0.00	0.00

Budget Abstract - FY 2021 for Title IV-D Cooperative Reimbursement Program - 2017 for Fiscal Year : 2021
Agency: County Of Manistee
Application: Title IV-D Cooperative Reimbursement Program - 2017

F-15

A. CONTRACT DESCRIPTION

COUNTY : Manistee CONTRACT NO : CSPA17-51002
PROVIDER : FOC ___ PA ☑ COM ___
FISCAL YEAR : 2021 AMENDMENT ___ LINE ITEM TRANSFER ___

COLUMN I	COLUMN II	COLUMN III	COLUMN IV	COLUMN V
Allocation Factors	Current 2021 IV-D Budget	Adjustment To 2021 IV-D Budget	Revised 2021 IV-D Budget	Provider's Total Eligible Budget
SECTION B				
1. FTE Positions	0.68	0.00	0.00	5.50
2. % of Total FTE	12.36	0.00	0.00	100.00
3. Caseload % (FOC, COM)	100.00	0.00	0.00	100.00
Budget Categories	Current 2021 IV-D Budget	Adjustment To 2021 IV-D Budget	Revised 2021 IV-D Budget	Provider's Total Eligible Budget
SECTION C				
1. Personnel	52,815.75	0.00	0.00	413,561.27
2. Data Processing	1,171.23	0.00	0.00	9,475.98
3. Other Direct	11,564.36	0.00	0.00	37,505.80
4. Central Services	9,273.75	0.00	0.00	75,030.32
5. Paternity Testing	100.00	0.00	0.00	100.00
6. TOTAL EXPENDITURES	**74,925.09**	**0.00**	**0.00**	**535,673.37**
7. Service Fees	0.00	0.00	0.00	0.00
8. Final Judgment Fees	0.00	0.00	0.00	0.00
9. Other Income	0.00	0.00	0.00	0.00
10. SUB TOTAL	**74,925.09**	**0.00**	**0.00**	**535,673.37**
11. Federal Incentives	0.00	0.00	0.00	0.00
12. NET BUDGET	**74,925.09**	**0.00**	**0.00**	**535,673.37**
13. County Share @ 34.00%	25,474.53	0.00	0.00	0.00
14. State Share (IV-D) @ 66.00%	49,450.56	0.00	0.00	0.00
15. STATE GF/GP AMOUNT	0.00	0.00	0.00	0.00
TOTAL CONTRACT AMOUNT	**49,450.56**	**0.00**	**0.00**	**0.00**

F-16

5/31/2016

Budget Abstract Summary for Title IV-D Cooperative Reimbursement Program - 2017 for Fiscal Year : 2021
Agency: County Of Manistee
Application: Title IV-D Cooperative Reimbursement Program - 2017

Description	2017	2018	2019	2020	2021	Total
SECTION B						
1. FTE Positions	0.65	0.66	0.66	0.67	0.68	3.32
2. % of Total FTE	11.82	12.00	12.00	12.18	12.36	60.36
3. Caseload % (FOC, COM)	100.00	100.00	100.00	100.00	100.00	500.00
SECTION C						
1. Personnel	44,542.53	46,473.60	47,783.60	50,284.67	52,815.75	241,910.15
2. Data Processing	986.69	1,018.22	1,056.40	1,112.46	1,171.23	5,325.00
3. Other Direct	8,553.25	8,073.00	10,653.60	11,050.80	11,564.36	50,895.21
4. Central Services	7,654.24	8,062.20	8,364.54	8,808.38	9,273.75	42,163.11
5. Paternity Testing	100.00	100.00	100.00	100.00	100.00	500.00
6. TOTAL EXPENDITURES	**61,816.71**	**64,727.02**	**67,958.34**	**71,356.31**	**74,925.09**	**340,793.47**
7. Service Fees	0.00	0.00	0.00	0.00	0.00	0.00
8. Final Judgment Fees	0.00	0.00	0.00	0.00	0.00	0.00
9. Other Income	0.00	0.00	0.00	0.00	0.00	0.00
10. SUB TOTAL	**61,816.71**	**64,727.02**	**67,958.34**	**71,356.31**	**74,925.09**	**340,793.47**
11. Federal Incentives	0.00	0.00	0.00	0.00	0.00	0.00
12. NET BUDGET	**61,816.71**	**64,727.02**	**67,958.34**	**71,356.31**	**74,925.09**	**340,793.47**
13. County Share @ 34.00%	21,017.68	22,007.19	23,109.24	24,261.15	25,474.53	115,869.79
14. State Share (IV-D) @ 66.00%	40,799.03	42,719.83	44,859.10	47,095.16	49,450.56	224,923.68
15. STATE GF/GP AMOUNT	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACT AMOUNT	**40,799.03**	**42,719.83**	**44,859.10**	**47,095.16**	**49,450.56**	**224,923.68**