

Finance Committee Agenda

10/4/2023

1:30 PM

Room 202

Meeting called by:	Ray Steinke	Note taker:	Paul Bullock
---------------------------	-------------	--------------------	--------------

Attendees: Tom O'Neil, Jerrilynn Strong, Mindy Taylor

----- Agenda Topics -----

Call To Order	Chair
Public Comment	
Investment Update	Treasurer
Housing Rehab Program Income	Administrator
Budget Alteration Requests/Various	Finance Officer
Budget Amendment Request Animal Control	Finance Officer
Budget Amendment Request SR 265 Drug Law Enforcement	Finance Officer
Commissioner Per Diem and Travel	
Llsted Bills	
Other Business	
Adjournment	Chair

Finance Committee Minutes

10/4/2023

1:30 PM

Room 202

Meeting called by: Ray Steinke **Note taker:** Paul Bullock

Attendees: Tom O'Neil, Jerrilynn Strong, Mindy Taylor

----- Agenda Topics -----

Call To Order	Chair	1:30 PM
Public Comment		NONE
Investment Update	Treasurer	
Discussion: The Committee reviewed the current investments with the Treasurer. Ms. Earnest will gather additional current information on the investments for review in two weeks.		
Housing Rehab Program Income	Administrator	
Discussion: The Committee reviewed a request from the Administrator to submit the Housing Rehab Program Income Certification for the last fiscal year and submit the amount to be returned to the State of \$86,745.08		
Conclusions: The Committee will recommend to the Board that the Administrator be authorized to submit the Program Income Certification to the State along with the unused amount of \$86,745.08.		
Budget Alteration Requests/Various	Finance Officer	
Discussion: The Committee reviewed Budget Alteration Requests from:		
101 148 Probate Court	101 262 Elections	101 301 Sheriff's Admin and Corrections
SR 258 Dare	SR 261 Township Law Enf.	SR 264 Jail Maintenance
Conclusions: The Committee will recommend to the Board that the Alterations be approved as presented.		
Action items:	Person responsible:	Deadline:
Amend the Budget	Finance Officer	
Budget Amendment Request Animal Control	Finance Officer	
Discussion: The Committee reviewed a Budget Amendment request from 101 430 Animal Control requesting an additional \$4,600 to cover a vacation payoff.		
Conclusions: The Committee will recommend to the Board that the amendment be approved with a transfer from Unreserved Contingency.		
Action items:	Person responsible:	Deadline:
Amend the Budget	Finance Officer	

Budget Amendment Request SR 265 Drug Law Enforcement		Finance Officer
Discussion: The Committee reviewed a Budget Amendment request from SR 265 Drug Enforcement to account for a \$6,000 donation for optical sights and the purchase of the new sights		
Conclusions: The Committee will recommend to the Board that the amendment be approved as requested.		
Action items:	Person responsible:	Deadline:
Amend the Budget	Finance Officer	
Commissioner Per Diem and Travel		
Discussion: The Committee reviewed and approved all Commissioner per diem and travel.		
Listed Bills		
Discussion: Discussion: The Committee reviewed all bills		
Conclusions: The Committee will recommend that all bills be paid.		
Other Business		NONE
Adjournment	Chair	3:02 PM

PROGRAM INCOME CERTIFICATION

FC - 2

Please review the Program Income Policy complete the questions below. For the purposes of this certification all potential CDBG program income generated in the program year should be counted and reported, regardless of the \$35,000 threshold.

Program Income Contact

Unit of General Local Government Name: Mecosta County
 Primary Program Income Contact for UGLG: Paul Bullock, Administrator/Controllerr
 Contact email: pbullock@co.mecosta.mi.us
 Contact phone: 231-796-2505

Program Income Information for Program Year: (fill in years)

July 1, 2022 – June 30, 2023

Program Income (PI) was received for the program year above:

☒ YES ☐ NO

Total UGLG for the program year above, was less than \$35,000:

☒ YES ☐ NO

Amount of PI received for the program year above, was:

\$110.00

☐ UGLG has received receipts for more than \$35,000 for the above program year and will contact the MEDC in order setup the use of PI. The budget for these funds is as follows:

Budget for Program Income received in excess of \$35,000 in PY	
Emergency Repair Project Costs	\$
Administration Costs	\$
TOTAL	\$

☒ UGLG intends to use PI under \$35,000 for non-CDBG eligible activities or without full CDBG compliance and requests confirmation from the MEDC to proceed.

☐ UGLG intends to return all program income receipts for the program year above. The MEDC – CDBG Program accepts return of funds via EFT or check. For questions relating to returning CDBG funds please contact either Louis Vinson at lvinson@michigan.org or Jonathon Lukco at lukcoj1@michigan.org


<u>Pay by Electronic Funds Transfer</u> Send payment to: Routing # 072000326 Account # 878375851 Account Name: Strategic Fund Agency ACH to: JP Morgan Chase Bank, N.A. For credit to: State of Michigan	<u>Pay by Check</u> Payable to: "State of Michigan" Memo: Grant Number if applicable Mail to: MEDC – CDBG Program 300 N. Washington Square Lansing, MI 48913
---	---

Certification: I certify that to the best of my knowledge and belief that the report is true, complete, and accurate. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Date:

9/25/2023

x


 Paul Bullock, Administrator/Controller

PROGRAM INCOME ACCOMPLISHMENT REPORT

- INSTRUCTIONS**
1. Report due on July 31 of each year.
 2. Total Admin cannot exceed 18% of PI Received in PY.
 3. Admin cannot exceed 18% of Emergency Rehab expended per Project Address.
 4. Column E Admin will auto-populate at 18%. If less than 18% admin was used, enter correct amount. An amount greater than 18% for Admin is not allowed.
 5. A negative number in any cell indicates an error and must be corrected prior to submission.

PROGRAM INCOME GRANT INFORMATION			
Date	07/07/22	Program Year (7/1 to 6/30)	2022
UOLG	Meckata County	Amount of PI Received in PY	\$8,095.00
Contact	Paul Bullock, Administrator/Controller	Less Total Emergency Rehab	\$1,144.00
Phone	231-796-2505	Less Total Admin	\$305.92
Email	pbullock@meckatacounty.org	TOTAL TO BE RETURNED TO MEDC (See Return PI Instructions below)	\$6,645.08

MAXIMUM ALLOWED FOR REHAB AND ADMIN BASED ON PI RECEIVED

\$72,337.90 MAX ER
\$15,857.10 MAX ADMIN

- RACE CODES**
- 1 - American Indian/Alaskan Native
 - 2 - American Indian/Alaskan Native AND White
 - 3 - American Indian/Alaskan Native AND Black
 - 4 - Asian
 - 5 - Asian and White
 - 6 - Black/African American
 - 7 - Black/African American AND White
 - 8 - Native Hawaiian/Other Pacific Islander
 - 9 - White
 - 10 - Other Multi-Racial

PROGRAM INCOME EXPENDITURES BY PROJECT										LEAD PAINT REQUIREMENT (select only one and enter "1" in the appropriate cell)				LEAD HAZARD REMEDIATION ACTIONS (select only one and enter "1" in the appropriate cell)				ACCOMPLISHMENTS						
	PROJECT ADDRESS	PROJECT START DATE	EMERGENCY REHAB AMOUNT	ADMIN (not to exceed 18% of Project Rehab Amt)	PROJECT END DATE	Contaminated before 1978	Exempt Contaminated 1978 or later	Exempt: No paint disturbed	Otherwise exempt	Lead Safe Work Practices Hard Costs \$=55,000 - \$15,000	Interior Enclinch Hard Costs \$5,000 - \$15,000	Abatement Hard Costs > \$25,000	HEAD OF HOUSEHOLD (Last, First Name)	ELDERLY HH (62+) (enter "1" for Yes)	FEMALE HH (enter "1" for Yes)	HISPANIC/LATINO HH (enter "1" for Yes)	HH SIZE	HH RACE (above)	HH ANNUAL INCOME	80% AMI INCOME LIMIT FOR HH SIZE	RANGE			
1	22814 207th, Paris, MI 49338	04/14/23	1,144.00	205.92	05/08/23			X		X			Childman, Jimmie	1			1	9	10,992.00	80.00%	0-30% 31-50% 51-60% 61-80% 81-90%			
2				0.00																				
3				0.00																				
4				0.00																				
5				0.00																				
6				0.00																				
7				0.00																				
8				0.00																				
9				0.00																				
10				0.00																				
11				0.00																				
12				0.00																				
13				0.00																				
14				0.00																				
15				0.00																				
16				0.00																				
17				0.00																				
18				0.00																				
19				0.00																				
20				0.00																				
21				0.00																				
22				0.00																				
23				0.00																				
24				0.00																				
25				0.00																				
26				0.00																				
27				0.00																				
28				0.00																				
29				0.00																				
30				0.00																				
Total			1,144.00	205.92																				

RETURN PI INSTRUCTIONS. The MEDC - CDBG Program accepts return of funds via EFT or check. For questions relating to returning CDBG funds please contact either Louis Vinton at lvinton@midmichigan.org or Jonathan Luker at jluker@midmichigan.org

REQUIRED DOCUMENTATION FOR EACH PROJECT TO BE MAINTAINED BY GRANTEE (enter Yes or No)

<input checked="" type="checkbox"/> 15-C, Activity Checklist	<input checked="" type="checkbox"/> Mortgage and Note
<input checked="" type="checkbox"/> Income Verification, HUD Calculator worksheet	<input checked="" type="checkbox"/> Project Expense (Invoices, etc.)
<input checked="" type="checkbox"/> Environmental Review Record	<input checked="" type="checkbox"/> Admin Expense (Time, Invoices, etc.)
	<input checked="" type="checkbox"/> Contractor/Subcontractor (bids, selection, etc.)

Payable to: "State of Michigan"
Memo: Grant Number If applicable
Routing # 077000335
Account # 878375851
ACH to: JP Morgan Chase Bank, N.A.
For credit to: State of Michigan
300N. Washington Square
Lansing, MI 48913

CERTIFICATION

All representations made herein are accurate and true. CDBG Program Income was expended in conformance with the requirements of 24 CFR 370.489 and CDBG Program Income Policy, effective 7/1/2018. Documentation of all federal and CDBG program and compliance requirements are saved at offices of this Local Unit of Government and are available for review and monitoring by HUD and the MEDC/CDBG Staff.

Signed and Certified by the Authorized Signer/Highly Elected Official for the Unit of Local Government

 Paul E. Bullock
 Typed Name
 9/25/2023
 Date

QUARTERLY BUDGET AMENDMENT REPORT FOR MECOSTA COUNTY
101-148 Probate Court

Fund 101 - GENERAL OPERATING FUND										ALTERATION		AMENDMENT	
GL NUMBER	DESCRIPTION	ADOPTED BUDGET	AMENDED BUDGET	PLUS	MINUS	FINAL AMENDED BUDGET	YTD ACTUAL	PCT OF BUDGET USED	Request # 2	xxx			
101-148-701.000	ELECTED OFFICIALS SALARY	168,760.00	168,760.00	844.00	0.00	169,604.00	123,324.25	73.08	Ave additional funds required?				
101-148-702.050	PROBATE REGISTER	54,189.00	54,189.00	0.00	0.00	54,189.00	35,125.54	64.82					
101-148-704.010	INSURANCE SUBSTITUTE	0.00	3,597.00	0.00	0.00	3,597.00	2,115.40	58.81	Yes	NO	xxx		
101-148-706.000	REGULAR FULL-TIME WAGES	83,929.00	80,929.00	0.00	0.00	80,929.00	51,807.02	64.02					
101-148-708.000	PART-TIME HOURLY WAGES	13,760.00	13,163.00	0.00	(955.00)	12,208.00	6,383.49	48.50	If YES, what amount?		\$ _____		
101-148-713.000	SOCIAL SECURITY/FICA	20,004.00	20,004.00	0.00	0.00	20,004.00	13,512.61	67.55					
101-148-714.000	MEDICARE/FICA	4,678.00	4,678.00	0.00	0.00	4,678.00	3,160.21	67.55	Funding Source?		_____		
101-148-720.000	UNEMPLOYED SICK LEAVE	13,010.00	13,010.00	0.00	0.00	13,010.00	8,821.55	67.81					
101-148-723.000	VACATION WAGES	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00	EXPLANATION:				
101-148-724.000	SICK TIME WAGES	0.00	0.00	0.00	0.00	0.00	5,236.18	0.00	New employee hired, employee physical needed.				
101-148-728.000	OFFICE SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	2,395.94	23.91					
101-148-773.000	SUPPLIES/MINOR EQUIPMENT	500.00	500.00	0.00	0.00	500.00	239.12	83.35	Conference expenses reallocated based on attendance.				
101-148-802.000	VISITING JUDGES	500.00	500.00	0.00	0.00	500.00	416.73	83.35					
101-148-804.000	APPOINTED ATTORNEY	25,000.00	25,000.00	0.00	(155.00)	24,845.00	11,625.05	46.50	Finance Committee Approved				
101-148-805.000	JURY/WTNESS FEES	1,000.00	1,000.00	0.00	0.00	1,000.00	630.61	63.06					
101-148-806.000	MENTAL EXAMS	750.00	750.00	0.00	0.00	750.00	0.00	0.00	DATE: _____				
101-148-807.000	TRANSCRIPTS/LEGAL	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00					
101-148-808.000	MEMBERSHIP/DUES	842.00	842.00	0.00	0.00	842.00	521.00	61.88					
101-148-809.000	CONFERENCE EXPENSES	1,000.00	1,000.00	88.00	0.00	1,088.00	1,000.08	100.01	Board of Commissioners Approved				
101-148-810.000	TRAVEL/MILEAGE EXPENSE	1,000.00	1,000.00	0.00	0.00	1,000.00	278.03	27.80					
101-148-811.000	TRAINING EXPENSES	250.00	250.00	0.00	(88.00)	162.00	162.00	64.80	DATE: _____				
101-148-812.000	EMPLOYEE PHYSICALS	0.00	111.00	111.00	0.00	222.00	222.00	200.00					
101-148-821.000	POSTAGE	2,500.00	2,500.00	0.00	0.00	2,500.00	1,658.95	66.36					
101-148-822.000	TELEPHONE	400.00	400.00	0.00	0.00	400.00	242.64	60.66					
101-148-826.000	DATA PROCESSING/MICROFILMING	10,459.00	10,659.00	0.00	0.00	10,659.00	7,909.32	74.20					
101-148-828.000	PRINTING/PUBLICATIONS	150.00	150.00	0.00	0.00	150.00	17.17	11.45					
101-148-830.000	BOOKS/PRINTED MATERIAL	1,500.00	1,500.00	0.00	0.00	1,500.00	1,025.54	68.37					
101-148-841.000	GUARDIANSHIP FEES	4,500.00	3,189.00	0.00	0.00	3,189.00	0.00	0.00					
101-148-855.010	SOFTWARE PROGRAMS AND UPDATES	960.00	1,960.00	155.00	0.00	2,115.00	1,515.00	77.30					
TOTAL Expenditures		414,641.00	414,641.00	1,198.00	(1,198.00)	414,641.00	279,345.43	67.37					
TOTAL FOR FUND 101													
REVENUES:		0.00	0.00	0.00	0.00	0.00	0.00	0.00					
EXPENDITURES		414,641.00	414,641.00	1,198.00	(1,198.00)	414,641.00	279,345.43	67.37					
NET OF REVENUES vs. EXPENDITURES		(414,641.00)	(414,641.00)	(1,198.00)	1,198.00	(414,641.00)	(279,345.43)	(67.37)					

QUARTERLY BUDGET AMENDMENT REPORT FOR MECOSTA COUNTY
101-262 Elections

ALTERATION xxx AMENDMENT

Request # 1

GL NUMBER	DESCRIPTION	ADOPTED	AMENDED	PLUS	MINUS	FINAL	YTD	PCT OF	Are additional funds required?	
		BUDGET	BUDGET			AMENDED		BUDGET USED		
Fund 101 - GENERAL OPERATING FUND										
101-262-705.000	PER DIEMS	200.00	200.00	400.00	0.00	600.00	400.00	200.00	Yes	NO
101-262-728.000	OFFICE SUPPLIES	500.00	500.00	0.00	(315.00)	185.00	150.34	30.07	If YES, what amount? \$	
101-262-809.000	CONFERENCE EXPENSES	400.00	400.00	0.00	0.00	400.00	350.00	87.50		
101-262-810.000	TRAVEL/MILEAGE EXPENSE	600.00	600.00	0.00	(500.00)	100.00	94.32	15.72	Funding Source?	
101-262-821.000	POSTAGE	500.00	500.00	0.00	0.00	500.00	129.58	25.92		
101-262-826.000	DATA PROCESSING/MICROFILMING	1,000.00	1,000.00	815.00	0.00	1,815.00	615.00	61.50	EXPLANATION:	
101-262-901.000	MISCELLANEOUS	200.00	200.00	0.00	(200.00)	0.00	0.00	0.00		
101-262-984.000	COMPUTER EQUIPMENT	200.00	200.00	0.00	(200.00)	0.00	0.00	0.00	Finance Committee Approved	
TOTAL Expenditures		3,600.00	3,600.00	1,215.00	(1,215.00)	3,600.00	1,739.24	48.31	DATE: _____	
TOTAL FOR FUND 101										
REVENUES:		0.00	0.00	0.00	0.00	0.00	0.00	0.00	Board of Commissioners Approved	
EXPENDITURES		3,600.00	3,600.00	1,215.00	(1,215.00)	3,600.00	1,739.24	48.31	DATE: _____	
NET OF REVENUES vs. EXPENDITURES		(3,600.00)	(3,600.00)	(1,215.00)	1,215.00	(3,600.00)	(1,739.24)	(48.31)		

GL NUMBER	DESCRIPTION	ADOPTED		FINAL		PLUS	MINUS	FINAL		ACTUAL	PCT OF BUDGET USED	ALTERATION Request # 1	AMENDMENT
		BUDGET	BUDGET	BUDGET	BUDGET			BUDGET	BUDGET				
Fund 101 - GENERAL OPERATING FUND													
101-301-701.000	ELECTED OFFICIALS SALARY	89,116.00	89,116.00	0.00	0.00	0.00	0.00	89,116.00	63,409.49	71.15	Are additional funds required?	xx	
101-301-703.000	OTHER SALARIED	218,197.00	220,651.00	0.00	0.00	0.00	0.00	220,651.00	151,851.49	68.82			
101-301-704.010	INSURANCE SUBSTITUTE	21,001.00	31,078.00	0.00	0.00	0.00	0.00	31,078.00	17,884.79	57.55	Yes	NO	xx
101-301-706.000	REGULAR FULL-TIME WAGES	1,187,913.00	1,137,302.00	0.00	0.00	0.00	0.00	1,137,302.00	749,405.10	65.89			
101-301-709.000	OVERTIME WAGES	69,982.00	69,982.00	0.00	0.00	0.00	0.00	69,982.00	51,460.98	73.53	If YES, what amount?	\$	
101-301-709.010	HOLIDAY PAY	26,000.00	23,834.00	0.00	0.00	0.00	0.00	23,834.00	14,819.76	62.18	Funding Source?		
101-301-709.020	WAGE DIFFERENTIAL	9,250.00	8,480.00	0.00	0.00	0.00	0.00	8,480.00	6,185.64	72.94			
101-301-709.040	UNUSED VAC & COMP TIME	10,447.00	10,447.00	0.00	0.00	0.00	0.00	10,447.00	7,069.43	67.67			
101-301-713.000	SOCIAL SECURITY/FICA	101,550.00	99,007.00	0.00	0.00	0.00	0.00	99,007.00	67,521.31	68.20	EXPLANATION:		
101-301-713.010	MEDICARE/FICA	23,750.00	23,155.00	0.00	0.00	0.00	0.00	23,155.00	15,791.28	68.20			
101-301-714.000	MERS	161,252.00	195,000.00	0.00	0.00	0.00	0.00	195,000.00	147,794.04	75.79			
101-301-720.000	UNUSED SICK LEAVE	6,000.00	6,000.00	0.00	0.00	0.00	0.00	6,000.00	0.00	0.00			
101-301-723.000	VACATION WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	39,112.88	0.00			
101-301-724.000	SICK TIME WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24,513.39	0.00			
101-301-728.000	OFFICE SUPPLIES	4,000.00	4,000.00	0.00	0.00	0.00	0.00	4,000.00	378.76	9.47	Finance Committee Approved		
101-301-730.000	POLICE SUPPLIES	0.00	3,371.00	0.00	0.00	0.00	0.00	3,371.00	1,525.96	45.27			
101-301-732.000	JAIL SUPPLIES	18,000.00	18,000.00	0.00	0.00	0.00	0.00	18,000.00	4,880.82	27.12	DATE:		
101-301-742.000	GAS/FUEL	6,000.00	6,000.00	0.00	0.00	0.00	0.00	7,750.00	5,010.29	83.50			
101-301-750.000	UNIFORMS & SHOES	13,000.00	13,000.00	0.00	0.00	0.00	0.00	17,000.00	16,087.72	123.75			
101-301-808.000	MEMBERSHIP/DUES	1,385.00	1,385.00	0.00	0.00	0.00	0.00	1,385.00	850.00	61.37	Board of Commissioners Approved		
101-301-809.000	TRAINING EXPENSES	1,200.00	1,200.00	0.00	0.00	0.00	0.00	1,200.00	0.00	0.00			
101-301-811.000	CONFERENCE EXPENSES	1,750.00	1,750.00	0.00	0.00	0.00	0.00	1,750.00	925.00	52.86	DATE:		
101-301-812.000	EMPLOYEE PHYSICALS	1,500.00	1,500.00	0.00	0.00	0.00	0.00	1,500.00	333.00	22.20			
101-301-813.000	PROF.&CONTRACT SVCS/NON-EMPLOY	350,000.00	320,653.00	0.00	0.00	0.00	0.00	320,653.00	176,419.25	55.02			
101-301-817.000	MEAL PREP. PURCHASES	228,000.00	228,000.00	0.00	(11,000.00)	0.00	0.00	217,000.00	132,864.16	58.27			
101-301-818.000	PRISONER TRANSFERS	600.00	600.00	0.00	0.00	0.00	0.00	1,350.00	897.44	149.57			
101-301-821.000	POSTAGE	1,500.00	1,500.00	0.00	0.00	0.00	0.00	1,500.00	330.21	22.01			
101-301-822.000	TELEPHONE	3,300.00	3,300.00	0.00	0.00	0.00	0.00	3,850.00	2,742.82	83.12			
101-301-826.000	DATA PROCESSING/MICROFILMING	20,000.00	20,000.00	0.00	0.00	0.00	0.00	20,000.00	16,218.55	81.09			
101-301-848.000	PLANT MAINTENANCE	10,000.00	10,000.00	0.00	0.00	0.00	0.00	10,000.00	5,843.42	58.43			
101-301-850.000	RADIO MAINT. CHARGES	1,100.00	1,100.00	0.00	0.00	0.00	0.00	1,100.00	600.00	54.55			
101-301-854.000	VEHICLE MAINTENANCE	6,000.00	6,000.00	0.00	0.00	0.00	0.00	9,500.00	7,917.63	131.96			
101-301-855.010	SOFTWARE PROGRAMS AND UPDATES	6,000.00	6,000.00	0.00	0.00	0.00	0.00	6,450.00	3,324.27	55.40			
101-301-861.000	LAUNDRY	4,000.00	4,000.00	0.00	0.00	0.00	0.00	4,000.00	2,239.50	55.99			
101-301-901.000	MISCELLANEOUS	500.00	500.00	0.00	0.00	0.00	0.00	500.00	13.96	2.79			
101-301-904.000	EXTRADITIONS	1,000.00	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00			
TOTAL Expenditures		2,603,293.00	2,566,911.00	11,000.00	(11,000.00)	0.00	0.00	2,566,911.00	1,736,222.34	67.64			
TOTAL FOR FUND 101													
REVENUES:		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
EXPENDITURES		2,603,293.00	2,566,911.00	11,000.00	(11,000.00)	0.00	0.00	2,566,911.00	1,736,222.34	67.64			
NET OF REVENUES vs. EXPENDITURES		(2,603,293.00)	(2,566,911.00)	(11,000.00)	11,000.00	0.00	0.00	(2,566,911.00)	(1,736,222.34)	(67.64)			

09/26/2023
Year Ended 12/31/2023

QUARTERLY BUDGET AMENDMENT REPORT FOR MECOSTA COUNTY

Fund 258 - Dare

ALTERATION XX

AMENDMENT

GL NUMBER	DESCRIPTION	FINAL		PLUS	MINUS	FINAL		YTD	PCT OF Request # 1		
		ADOPTED BUDGET	AMENDED BUDGET			AMENDED BUDGET	ACTUAL		BUDGET USED	Are additional funds required?	
Fund 258 - DARE PROGRAM FUND											
258-000-665.000	INTEREST ON INVESTMENTS	125.00	125.00	0.00	0.00	125.00	183.32	146.66	Yes	NO	
258-000-671.000	BUDGET USES OF FUND BALANCE	17,250.00	17,664.00	0.00	0.00	17,664.00	0.00	0.00			
TOTAL Revenues		17,375.00	17,789.00	0.00	0.00	17,789.00	183.32	1.03	If YES, what amount?		\$
Funding Source?											
258-000-773.000	SUPPLIES/MINOR EQUIPMENT	3,000.00	3,000.00	300.00	0.00	3,300.00	3,215.37	107.18			
258-000-828.000	PRINTING/PUBLICATIONS	300.00	300.00	0.00	(300.00)	0.00	0.00	0.00	EXPLANATION:		
TOTAL Expenditures		3,300.00	3,300.00	300.00	(300.00)	3,300.00	3,215.37	97.44			
Finance Committee Approved											
TOTAL FOR FUND 258											
REVENUES:		17,375.00	17,789.00	0.00	0.00	17,789.00	183.32	1.03	DATE:		
EXPENDITURES		3,300.00	3,300.00	300.00	(300.00)	3,300.00	3,215.37	97.44			
NET OF REVENUES vs. EXPENDITURES		14,075.00	14,489.00	(300.00)	300.00	14,489.00	(3,032.05)	(96.41)	Board of Commissioners Approved		

DATE: _____

09/26/2023
Year Ended 12/31/2023

QUARTERLY BUDGET AMENDMENT REPORT FOR MECOSTA COUNTY
Fund 261 - Township Law Enforcement

ALTERATION xxx AMENDMENT

GL NUMBER	DESCRIPTION	ADOPTED BUDGET	AMENDED BUDGET	AMENDMENTS	AMENDMENTS	FINAL AMENDED BUDGET	YTD ACTUAL	PCT OF BUDGET USED	Request # 1	Are additional funds required?	
Fund 261 - TOWNSHIP LAW ENFORCEMENT FUND											
261-000-582.020	CONTRIB. FROM LOCAL UNIT WHEATLA	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00	0.00	Yes	NO	
261-000-671.000	BUDGET USES OF FUND BALANCE	12,298.00	13,675.00	0.00	0.00	13,675.00	0.00	0.00			\$
TOTAL Revenues		15,298.00	16,675.00	0.00	0.00	16,675.00	0.00	0.00	If YES, what amount?		
261-000-709.000	OVERTIME WAGES	2,945.00	2,945.00	0.00	(59.00)	2,886.00	2,472.01	83.94	Funding Source?		
261-000-709.020	WAGE DIFFERENTIAL	30.00	30.00	0.00	0.00	30.00	26.00	86.67			
261-000-713.000	SOCIAL SECURITY/FICA	184.00	184.00	0.00	0.00	184.00	151.06	81.90	EXPLANATION:		
261-000-713.010	MEDICARE/FICA	43.00	43.00	0.00	0.00	43.00	35.33	81.90	Sent an invoice to Wheatland Music Org for \$3000		
261-000-714.000	MERS	300.00	300.00	59.00	0.00	359.00	358.47	119.49			
TOTAL Expenditures		3,502.00	3,502.00	59.00	(59.00)	3,502.00	3,042.87	86.87	Finance Committee Approved		
TOTAL FOR FUND 261											
REVENUES:		15,298.00	16,675.00	0.00	0.00	16,675.00	0.00	0.00	DATE:		
EXPENDITURES		3,503.00	3,502.00	59.00	(59.00)	3,502.00	3,042.87	86.87	Board of Commissioners Approved		
NET OF REVENUES vs. EXPENDITURES		11,795.00	13,173.00	(59.00)	59.00	13,173.00	(3,042.87)	(86.87)	DATE:		

GL NUMBER	DESCRIPTION	ADOPTED BUDGET	AMENDED BUDGET	PLUS	MINUS	FINAL AMENDED BUDGET	YTD ACTUAL	PCT OF ALTERATION BUDGET USED	AMENDMENT
Fund 264 - JAIL MAINTENANCE FUND									
264-000-641.020	TELEPHONE SURCHARGE	85,000.00	77,500.00	0.00	0.00	77,500.00	49,317.78	63.64	
264-000-671.000	BUDGET USES OF FUND BALANCE	48,741.00	64,240.00	0.00	0.00	64,240.00	0.00	0.00	Are additional funds required?
264-000-691.000	REFUNDS&REIMBURSEMENTS	3,500.00	1,000.00	0.00	0.00	1,000.00	2,083.93	208.39	
TOTAL Revenues		137,241.00	142,740.00	0.00	0.00	142,740.00	51,401.71	36.01	Yes
264-000-728.000	OFFICE SUPPLIES	3,000.00	2,299.00	50.00	0.00	2,349.00	2,308.06	100.39	If YES, what amount?
264-000-730.000	POLICE SUPPLIES	1,000.00	1,000.00	50.00	0.00	1,050.00	1,005.40	100.54	
264-000-732.000	JAIL SUPPLIES	22,000.00	22,000.00	0.00	0.00	22,000.00	18,711.70	85.05	Funding Source?
264-000-740.000	BUILDING MAINT. SUPPLIES	1,000.00	1,000.00	0.00	(1,000.00)	0.00	0.00	0.00	
264-000-773.000	SUPPLIES/MINOR EQUIPMENT	3,000.00	4,001.00	100.00	0.00	4,101.00	4,089.23	102.21	EXPLANATION:
264-000-826.000	DATA PROCESSING/MICROFILMING	12,500.00	15,000.00	0.00	0.00	15,000.00	14,976.12	99.84	
264-000-830.000	BOOKS/PRINTED MATERIAL	1,500.00	1,850.00	0.00	0.00	1,850.00	1,478.02	79.89	
264-000-849.000	GROUPS MAINTENANCE	900.00	0.00	0.00	0.00	0.00	0.00	0.00	
264-000-853.000	EQUIPMENT REPAIR	6,000.00	6,000.00	0.00	(600.00)	5,400.00	5,017.09	83.62	
264-000-861.000	LAUNDRY	4,100.00	100.00	0.00	(100.00)	0.00	0.00	0.00	
264-000-868.000	INMATE MEDICAL SERVICES	20,000.00	20,000.00	0.00	0.00	20,000.00	19,935.78	99.68	Finance Committee Approved
264-000-870.000	BUILDING REPAIR/MAINT.	6,000.00	7,750.00	1,400.00	0.00	9,150.00	9,067.05	116.99	
264-000-871.000	ELEVATOR/FIRE SYSTEM INSPECTION	3,500.00	4,500.00	0.00	0.00	4,500.00	3,193.28	70.96	DATE:
264-000-980.000	EQUIPMENT/FURNITURE	1,000.00	1,000.00	0.00	0.00	1,000.00	947.72	94.77	
264-000-984.000	COMPUTER EQUIPMENT	1,500.00	500.00	100.00	0.00	600.00	528.08	105.62	
TOTAL Expenditures		87,000.00	87,000.00	1,700.00	(1,700.00)	87,000.00	81,257.53	93.40	Board of Commissioners Approved
TOTAL FOR FUND 264									
REVENUES:		137,241.00	142,740.00	0.00	0.00	142,740.00	51,401.71	36.01	DATE:
EXPENDITURES		87,000.00	87,000.00	1,700.00	(1,700.00)	87,000.00	81,257.53	93.40	
NET OF REVENUES VS. EXPENDITURES		50,241.00	55,740.00	(1,700.00)	1,700.00	55,740.00	(29,855.82)	(57.39)	

FC - 4

GL NUMBER	DESCRIPTION	ADOPTED BUDGET	AMENDED BUDGET	PLUS	AMENDMENTS	FINAL AMENDED BUDGET	YTD ACTUAL	PCT OF Request # 1 BUDGET USED	Are additional funds required?
Fund 101 - GENERAL OPERATING FUND									
101-430-704.010	INSURANCE SUBSTITUTE	5,501.00	5,501.00	0.00	(500.00)	5,001.00	3,653.89	66.42	
101-430-706.000	REGULAR FULL-TIME WAGES	50,422.00	50,422.00	2,015.00	0.00	52,437.00	37,310.80	74.00	Yes
101-430-708.000	PART-TIME HOURLY WAGES	1,479.00	1,479.00	0.00	0.00	1,479.00	920.95	62.27	
101-430-709.000	OVERTIME WAGES	100.00	100.00	0.00	(100.00)	0.00	0.00	0.00	If YES, what amount? \$ 4,600
101-430-709.040	UNUSED VAC & COMP TIME	970.00	970.00	2,230.00	0.00	3,200.00	0.00	0.00	
101-430-713.000	SOCIAL SECURITY/FICA	3,697.00	3,697.00	80.00	0.00	3,777.00	2,596.93	70.23	Funding Source?
101-430-713.010	MEDICARE/FICA	865.00	865.00	20.00	0.00	885.00	607.33	70.23	
101-430-714.000	MERS	5,408.00	5,408.00	2,121.00	0.00	7,529.00	5,357.48	99.07	EXPLANATION:
101-430-720.000	UNUSED SICK LEAVE	1,165.00	1,165.00	0.00	(1,165.00)	0.00	0.00	0.00	Livermore plans to use 120 hours of Unused Vacation which =
101-430-742.000	GAS/FUEL	3,750.00	3,750.00	0.00	0.00	3,750.00	2,726.58	72.71	roughly \$3200
101-430-773.000	SUPPLIES/MINOR EQUIPMENT	1,000.00	1,000.00	0.00	(301.00)	699.00	254.92	25.49	
101-430-854.000	VEHICLE MAINTENANCE	1,000.00	1,000.00	0.00	0.00	1,000.00	828.18	82.82	Finance Committee Approved
101-430-855.010	SOFTWARE PROGRAMS AND UPDATES	240.00	240.00	0.00	0.00	240.00	120.00	50.00	
101-430-901.000	MISCELLANEOUS	0.00	0.00	200.00	0.00	200.00	200.00	0.00	DATE: _____
TOTAL Expenditures		75,597.00	75,597.00	6,666.00	(2,066.00)	80,197.00	54,577.06	72.19	
TOTAL FOR FUND 101									
REVENUES:		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
EXPENDITURES		75,597.00	75,597.00	6,666.00	(2,066.00)	80,197.00	54,577.06	72.19	DATE: _____
NET OF REVENUES VS. EXPENDITURES		(75,597.00)	(75,597.00)	(6,666.00)	2,066.00	(80,197.00)	(54,577.06)	(72.19)	

Board of Commissioners Approved

GL NUMBER	DESCRIPTION	ADOPTED BUDGET	AMENDED BUDGET	PLUS	MINUS	FINAL AMENDED BUDGET	YTD ACTUAL	PCT OF BUDGET USED	Are additional funds required?
Fund 101 - GENERAL OPERATING FUND									
101-890-700.000	DISBURSEMENTS	200,000.00	98,988.00	0.00	(4,600.00)	94,388.00	0.00	0.00	If YES, what amount?
TOTAL Expenditures		200,000.00	98,988.00	0.00	(4,600.00)	94,388.00	0.00	0.00	
TOTAL FOR FUND 101									
REVENUES:		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
EXPENDITURES		200,000.00	98,988.00	0.00	(4,600.00)	94,388.00	0.00	0.00	
NET OF REVENUES vs. EXPENDITURES		(200,000.00)	(98,988.00)	0.00	4,600.00	(94,388.00)	0.00	0.00	

DATE: _____
Board of Commissioners Approved

DATE: _____

FC - 5

GL NUMBER	DESCRIPTION	ADOPTED BUDGET	AMENDED BUDGET	PLUS	MINUS	FINAL AMENDED BUDGET	YTD ACTUAL	PCT OF BUDGET USED	Request # 2	Are additional funds required?	
Fund 265 - DRUG LAW ENFORCEMENT FUND											
265-000-660.000	DRUG FINES & FORFEITURES	0.00	0.00	0.00	0.00	0.00	696.00	0.00	Yes	xx	NO
265-000-665.000	INTEREST ON INVESTMENTS	121.00	121.00	0.00	0.00	121.00	210.26	173.77			
265-000-671.000	BUDGET USES OF FUND BALANCE	21,129.00	22,225.00	0.00	0.00	22,225.00	0.00	0.00	If YES, what amount?		\$_5,500
265-000-675.000	CONTRIBUTIONS/DONATIONS REVENUE	0.00	0.00	6,000.00	0.00	6,000.00	6,000.00	0.00			
TOTAL Revenues		21,250.00	22,346.00	6,000.00	0.00	28,346.00	6,906.26	30.91	Funding Source?		675- Contributions/Donations
265-000-773.000	SUPPLIES/MINOR EQUIPMENT	1,000.00	190.00	0.00	0.00	190.00	0.00	0.00	EXPLANATION:		
265-000-815.000	IMPREST CASH	300.00	300.00	0.00	0.00	300.00	0.00	0.00	Donation for rifle sights		
265-000-905.000	REFUNDS	1,000.00	1,000.00	0.00	0.00	1,000.00	281.00	28.10			
265-000-980.000	EQUIPMENT/FURNITURE	1,000.00	1,810.00	5,500.00	0.00	7,310.00	6,857.69	378.88	Finance Committee Approved		
TOTAL Expenditures		3,300.00	3,300.00	5,500.00	0.00	8,800.00	7,138.69	216.32			
TOTAL FOR FUND 265									DATE:		
REVENUES:		21,250.00	22,346.00	6,000.00	0.00	28,346.00	6,906.26	30.91	Board of Commissioners Approved		
EXPENDITURES		3,300.00	3,300.00	5,500.00	0.00	8,800.00	7,138.69	216.32			
NET OF REVENUES vs. EXPENDITURES		17,950.00	19,046.00	500.00	0.00	19,546.00	(232.43)	(185.41)	DATE:		

VOUCHER

COUNTY OF MECOSTA

Commissioners

Date 2-Oct-23

Pay to: Jerrilynn Strong

County Commissioner District #21137 17 Mile RoadRemus, Michigan 49340

DATE	ITEMS	AMOUNT
9/19/2023	ROAD COMMISSION	\$50.00
9/19/2023	FINANCE	\$50.00
9/21/2023	EMS/EMGT MGT	\$50.00
9/21/2023	BOC	\$50.00
9/28/2023	MMCAA COMPENSATION COMMITTEE	\$50.00
9/28/2023	MMCAA COMMITTEE MEETING	\$50.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00

TOTAL \$300.00

Charge to: Per Diem
 Account #: 101 101 705.000

Finance Committee Approval _____

RECEIVED
 OCT 02 2023
 BOARD OF
 COMMISSIONERS

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Jerrilynn Strong
 Signed _____

Date: 9/26/2023

Date	From	To	Reason for Travel	Miles Traveled
9/26/2023	Mecosta	B.R.	DHHS Mtg	20 x 2 = 40
Lodging				
Parking/Meals	Event			
			Total Other	
			TOTAL MILES	40
			x	0.655
			MILEAGE TOTAL	
			Meals/Parking Total	
			Total Reimbursement	26.2

RECEIVED
OCT 02 2000
BOARD OF
COMMISSIONERS

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Linda Howard

Signed by Employee

Signed by Dept Head or Deputy if check is for Dept Head

check is for Dept Head

Commissioners

Date **9/27/2023**

Pay to: LINDA HOWARD

DATE	ITEMS	AMOUNT
9/6/2023	Sheriff & Jail	\$50.00
9/7/2023	Co Comm Mtg	\$50.00
9/13/2023	Drain Comm Mtg	\$50.00
9/21/2023	Co Comm Mtg	\$50.00
9/26/2023	DHHS Mtg	\$50.00
9/27/2023	Tri Lakes	\$50.00
	TOTAL	\$300.00

Charge to:	Per Diem
Account #:	101 101 705.000

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Linda Howard

Signed

RECEIVED
OCT 02 2010
BOARD OF
COMMISSIONERS



RECEIVED
SEP 27 2011
BOARD OF
COMMISSIONERS

Date: 9-27-23

Pay to: Randy Vetter

Date	From	To	Reason for Travel	Miles Traveled
9-11-23	Home	GRANT TWP	MTG	10
9-12-23	Home	GREEN TWP	MTG	20
9-20-23	Home	COLFAX TWP	MTG	10
Lodging Parking/Meals	Event		Total Other	Amount

Charge to: Travel Expense
General Ledger 101-101-810.000

Meals & Parking Expense
101-101-809.000

RECEIVED
SEP 27 2011
BOARD OF
COMMISSIONERS

TOTAL MILES	40
x	0.655

MILEAGE TOTAL

Meals/Parking Total	
---------------------	--

Total Reimbursement	\$ 26.20
---------------------	----------

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Signed by Employee

Signed by Dept Head or Deputy if check is for Dept Head

Commissioners

Date 9-27-23

Pay to: Randy Vetter

[illegible]

TOTAL	200.00
-------	--------

Per Diem
101 101 705,000

COPY

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Signed

RECEIVED
SEP 27 2011
BOARD OF
COMMISSIONERS

Commissioners

Date _____

Pay to: Tom O'Neil

DATE	ITEMS	AMOUNT
8-15-23	FINANCE	\$50.00
8-17-23	Building & Zoning	\$50.00
8-17-23	E.M.S.	\$50.00
8-17-23	B.O.C.	\$50.00
8-24-23	Rogers DAM Meeting	\$50.00
8-30-23	PERSONNEL	\$50.00
9-5-23	FINANCE	\$50.00
9-7-23	B.O.C.	\$50.00
9-13-23	DRAIN COMMISSION	\$50.00
9-19-23	FINANCE	\$50.00
9-21-23	Building & Zoning	\$50.00
9-21-23	E.M.S.	\$50.00
9-21-23	B.O.C.	\$50.00

TOTAL \$650.00

Charge to: Per Diem
Account #: 101 101 705.000

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Signed Tom O'Hair

RECEIVED
SEP 22 2011
BOARD OF
COMMISSIONERS



Signed Jerrilyn Strong