



Manistee County Board of Commissioners

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

CHAIRPERSON
Allan O'Shea
VICE-CHAIRPERSON
Janice McCraner

Kathy Fenstermacher
Edward Haik
Ervin Kowalski
Glenn Lottie
Carl Rutske

CLERK

Marilyn Kliber
(231) 723-3331

CONTROLLER/ADMINISTRATOR

Thomas Kaminski
(231) 398-3500

WAYS & MEANS COMMITTEE

Tuesday, August 12, 2008
8:30 A.M.

Manistee County Courthouse & Government Center
Board of Commissioners Meeting Room

AGENDA

- 1) 8:30 A.M. - Finance Report - Jeri Lyn Prielipp, Financial Assistant
- 2) 8:45 A.M. - Discussion regarding an outstanding invoice in the amount of \$4,400.00 for new radios purchased from Motorola through a Homeland Security Grant. These radios were purchased by Central Dispatch on behalf of the Health Department. Kenneth Falk, Emergency Management Coordinator, will be present to participate in this discussion. (APPENDIX A)
- 3) 9:00 A.M. - Neil Assante, Community Corrections Director, will appear before the Committee to present the FY 2009 Community Corrections Grant application, which is a renewal of the third year of a three-year contract between the Northwest Michigan Council of Governments and the Office of Community Corrections, which serves the seven-County region. This region includes Manistee County. (APPENDIX B)
- 4) 9:15 A.M. - James Smogoleski, Youth Services Director, will appear before the Committee to present the FY 2008/09 Child Care Fund Budget, which will be submitted to the State of Michigan.
- 5) 9:30 A.M. - Review and discussion of the millage rates being levied for the operation of the Library, Medical Care Facility, 9-1-1/Central Dispatch, Dial-a-Ride, Council on Aging, and County operating for 2007. The Committee will review the financial statements of each of these entities before making a final recommendation on levying these millage rates in December 2008 and/or July 2009. (APPENDIX C)
- 6) 10:00 A.M. - Peggy Falk, Equalization Director, and Chad Collins of Wayward Geographics will appear before the Committee to present a proposal for modifying the road center line data set and the parcel boundary data set on the new orthophoto base maps. (APPENDIX D)
- 7) Miscellaneous Information/Discussion Items.
 - A) Library pay-off of parking lot loan. (APPENDIX E)
 - B) Set meeting dates for 2008/09 budget hearings with departments/Courts/agencies. These meetings usually take place approximately the first week of September and are scheduled over a two-day period, with one meeting in the morning and one scheduled for the afternoon.
- 8) Other Items from Committee Members.
- 9) Adjournment.

(APPENDIX A-1)



MOTOROLA

Communications Enterprise

1307 E. Algonquin Rd Schaumburg, IL 60196
Visit our web site at: www.motorola.com

INVOICE

Page 1 of 1

TOTAL INVOICE AMOUNT: \$4,400.00
MOTOROLA INVOICE NUMBER: 50077603
INVOICE DATE: 03/16/2007
PAYMENT DUE: 04/15/2007
CUSTOMER ACCOUNT NUMBER: 1036317396 0001
PURCHASE ORDER DATE: 08/16/2006
YOUR PURCHASE ORDER NUMBER: NTP

BILL TO MANISTEE COUNTY 911

1527 E PARKDALE AVE
MANISTEE, MI 49660

For questions concerning this Invoice please contact
Motorola at:

00004-00004-00004

Payment Terms: NET 30 INVOICE

Motorola Federal Tax Id: 36-1115800

Invoice Detail

Item	Model Number	Qty	Description	Unit Price	Amount
			THIS INVOICE SUPERCEDES INVOICE 50077580		
2		1	XTS 5000 MODEL III, 800 MHZ	1,695.52	1,695.52
3		1	ASTRO DIGITAL CAI	351.81	351.81
4		1	SMARTZONE SOFTWARE	1,024.69	1,024.69
5		1	NIMH SMART BATTERY	0.00	0.00
6		1	ID DISPLAY OPTION	51.23	51.23
7		1	APCO 25 TRUNKING	204.94	204.94
8		1	OTAR W/MULTIKEY	464.26	464.26
9		1	XTS5000 UMC ENCRYPTION OPTION	99.75	99.75
10		1	XTS5000 LES-KL OPTION	375.80	375.80
11		1	110V SMART RAPID CHARGER	132.00	132.00
PLEASE PAY THIS AMOUNT (PAYMENT DUE: 04/15/2007)					4,400.00

Detach here and return bottom portion with your payment

INVOICE NUMBER	CUSTOMER ACCOUNT NUMBER	PAYMENT DUE
50077603	1036317396 0001	04/15/2007

Payment Coupon

Invoice Total	Amount Paid
\$4,400.00	

Please put your Invoice Number and your Customer Account Number on your check for prompt processing

MANISTEE COUNTY 911

1527 E PARKDALE AVE
MANISTEE, MI 49660



Send Payment To:

MOTOROLA

13108 Collections Center Drive
Chicago, IL 60693

004141

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STATE OF MICHIGAN REMITTANCE ADVICE

INVOICE NUMBER	INVOICE DATE	INVOICE DESCRIPTION	REF. DOC.	CURRENT DOC.	AMOUNT
551 551 MICHIGAN STATE POLICE					
0913061		P451 04 HSOP - CFDA 97.004		W6223047	\$ 21,900.00
FEDERAL PASS-THROUGH FUNDS \$21,900.00					
2004 HOMELAND SECURITY GRANT PROGRAM - CFDA 97.004					
CBRNE INTEROPERABLE COMMUNICATIONS EQUIPMENT REIMBURSEMENT					
RE: KEN HILLIARD					
QUESTIONS PLEASE CONTACT SANDY LONG OF THE MICHIGAN STATE POLICE AT 517-333-4286					

WARRANT AMOUNT \$ 21,900.00

NON-NEGOTIABLE

NON-NEGOTIABLE

NON-NEGOTIABLE

NON-NEGOTIABLE

NON-NEGOTIABLE

NON-NEGOTIABLE

DETACH HERE - RETAIN STUB FOR YOUR RECORDS - DETACH HERE

11/22/2008

Tax rec'd from Ken Falk

A-3

MANISTEE COUNTY TREASURER

Receipt: 000002447 09/27/06

ALAN G VERHEEK
5 THIRD STREET
MANISTEE, MI 49660

Cashier: CAOLEN
Received Of: STATE OF MICHIGAN

231-723-3173

FEDERAL - PASS THROUGH FUNDS / 2004 HOMELAND
SECURITY GRANT PROGRAM - CFDA 97.004
CBRNE INTERPERABLE COMMUNICATIONS EQUIP REIMB

The sum of: \$21,900.00

S_SD6		HOMELAND SECURITY GRANT			
GEN	268-000-001.000			2004 HOMELAND SECURITY GRANT	21,900.00
	268-000-555.000				
				Total	21,900.00
TENDERED:		CHECKS	CK # 230614521	21,900.00	

SEP 28 2006

SIGNED: Mindy Dalko, Dep.

Attn: Ken Hilliard

2004 Communications Grant Confirmation Form

Jurisdiction: Manistee County		231-723-1498		Date Sent: 08-30-06		<input checked="" type="checkbox"/> SHSP <input type="checkbox"/> LETPP	
Discipline Key:							
LE	Law Enforcement	FS	Fire Service	PH	Public Health	HC	Health Care
EMS	Emergency Medical	HZ	HAZMAT	GA	Governmental	PS	Private Security
EMA	Emergency Management	PW	Public Works	PSC	Public Safety Communication	CS	Cyber Security
Detailed Description of Item and Intended Use:							
1 800 motorola 800 radio STX 5000 III with charger, to be used by Manistee County District Health Department for use in communications with other District Health Departments							
Quantity: 1		Unit Cost Each: \$4,400.00		Total Cost: 8,800.00 4,400.00		Equipment Category:	
Discipline (use Discipline Key): PH		End User Agency (Identify by Department Name and Address): Manistee County Health Department for use in communications with other health departments in the district.					
FOR MSP/EMD USE ONLY:							
Date Received by MSP/EMD:		Action: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied		Additional Information Requested: <input type="checkbox"/> YES <input type="checkbox"/> NO		Date Additional Information Requested:	
						Date Additional Information Received by MSP/EMD:	

APPROVED
APPROVED

JL
8-30-06

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FAXED - 8-30-06

2004 Communications Grant Confirmation Form

Jurisdiction: Manistee County		Date Sent: 08-30-06		<input checked="" type="checkbox"/> SHSP <input type="checkbox"/> LETPP			
Discipline Key:							
LE	Law Enforcement	FS	Fire Service	PH	Public Health	HC	Health Care
EMS	Emergency Medical	HZ	HAZMAT	GA	Governmental	PS	Private Security
EMA	Emergency Management	PW	Public Works	PSC	Public Safety Communication	CS	Cyber Security
Detailed Description of Item and Intended Use:							
1 800 motorola 800 radio STX 5000 III with charger, to be used by Manistee County District Health Department for use in communications with other District Health Departments							
Quantity: 1		Unit Cost Each: \$4,400.00		Total Cost: \$4,400.00 4,400.00		Equipment Category:	
Discipline (use Discipline Key): PH		End User Agency (Identify by Department Name and Address): Manistee County Health Department for use in communications with other health departments in the district.					
FOR MSP/EMD USE ONLY:							
Date Received by MSP/EMD:		Action: <input type="checkbox"/> Approved <input type="checkbox"/> Denied		Additional Information Requested: <input type="checkbox"/> YES <input type="checkbox"/> NO		Date Additional Information Requested: Date Additional Information Received by MSP/EMD:	

To: #03##1795#
 07/22/2008 15:22 2317231498
 From: 2317231498
 MCSO
 7/22/2008 3:28:51 PM (Page 4 of 5)
 PAGE 04/05

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June 30, 2008

To: County Clerks
From: Kirt Baab, Project Manager
Re: Annual Board of Commissioners P.A. 511 Grant Application Approval

As you are likely aware, each year as required by state law a representative from the region's P.A. 511 community corrections program presents an overview of the region's Community Corrections Grant Application to the Board of Commissioners. Approval by each county in the region is required prior to approval by the State Office of Community Corrections for FY 2009 funding.

An Executive Summary of the application is enclosed along with a full copy of the application. This application represents a renewal of last year's contract. **As required by law we ask that each Board of Commissioners approve the region's application by resolution.**

SAMPLE RESOLUTION LANGUAGE

Be it resolved that the _____ County Board of Commissioners approves the Northwest Michigan Regional Community Corrections Grant Application for FY 2009 on this date _____.

Please let me know if you have any questions or need additional information. I may be reached at 231-929-5053.

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MICHIGAN DEPARTMENT OF CORRECTIONS

"Expecting Excellence Every Day"

**Planning and Community Development Administration
Office of Community Corrections**

**Comprehensive Community Corrections Plan and Application
Fiscal Year 2009**

CCAB Name:

Email the application to:
and

MDOC-OCC@michigan.gov

Send one copy of the application to:

DEPARTMENT OF CORRECTIONS
Planning and Community Development Administration
Office of Community Corrections
Grandview Plaza Building, 1st Floor
P.O. Box 30003
Lansing, Michigan 48909

Due Date: May 30, 2008

Note: Counties with multi-year contracts are required to complete Section 1, *Introduction*, and a new *Comprehensive Plans and Services Program Description Plan* for any program proposed to be changed.

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SECTION I INTRODUCTION

A. General Information

1. Name of CCAB		Northwest Michigan	
Contact Person	Kirt J. Baab	Title:	Project Manager
Address	P.O. Box 506	Phone Number:	231-929-5000
City	Traverse City	Fax Number:	231-929-5012
State	MI	E-Mail:	kirtbaab@nwm.coq.mi.us
Zip	49684		
2. Fiscal Agent		Northwest Michigan Council of Gc	
Contact Person	Charlene Schleuter	Title:	Assistant Director
Address	2194 Dendrinos Dr	Phone Number:	231-929-5050
City	Traverse City	Fax Number:	231-929-5012
State	MI	E-Mail:	
Zip	49684		
3. Federal I.D. Number		38-2071954	
4. CCAB Chairperson:		Gordon Baas	
Address	P.O. Box 608	Title:	FOA Supervisor
City	Cadillac	Phone Number:	231-779-9486
State	MI	Fax Number:	231-779-9488
Zip	49601	E-Mail:	baasgd@state.mi.us

5. Type of Community Corrections Board:

County	<input type="checkbox"/>
City/County	<input type="checkbox"/>
City	<input type="checkbox"/>
Regional	<input checked="" type="checkbox"/>

6. Units of Government Represented:	Charlevoix, Emmet, Benzie, Manistee, Kalkaska, Missaukee, Wexford
7. Date of Submission:	30-May-08
8. Date Application Approved by CCAB:	15-May-08
9. Date Application Approved by Government Unit:	

B. CCAB Membership

Representing	Name
County Sheriff	William Artress
Chief of Police	Jeff Hawke
Circuit Court Judge	James Batzer-Manistee/Benzie
District Court Judge	Judge Hogg-Wexford/Missaukee
Probate Court Judge	Vacant
County Commissioner	Thomas Kelley, Ed Haik, Shirlene Tripp, Lou Nemeth
Service Areas	Vacant
County Prosecutor	Ford Stone
Criminal Defense	Vacant
Business Community	John Haggard
Communications Media	Vacant
Circuit/District Court Probation Officer	Gordon Baas and Mike Turnbull
General Public	Howard Scarborough
Substance Abuse	Thomas Gilbert
Employment & Training	Jan Warren

C. Summary

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1. Briefly summarize the key points of the Community Corrections Comprehensive Plan and provide an explanation of how the state prison commitment rate will be reduced and/or how the use of the local jail will be improved as a result of the implementation of the plan. Information included shall provide a clear understanding of local issues, long and short term goals, local priorities, and strategies to address local issues and the State Community Corrections Board Priorities.

Tip: Excel maintains a 1200 character limit per cell. Once you have entered 1200 characters "wrap text" will not work. Use "Alt Enter" to create a hard return for your text. Additional Cells have been provided for this question in order to avoid the 1200 character limitation.

I. Performance Goals

- Maintain an overall regional prison commitment rate, excluding prison inmate status commitments, at or below 23%;
 - Reduce prison commitment rates for "straddle cell" felons at or below 39% with particular emphasis on targeting those with PRV scores of 35 or more (jail reimbursement qualifiers);
 - Maintain the prison commitment rate for lock-out felons at 3% or less.
 - Identify, assess and enroll 50 OUIL3rd intermediate cell offenders in local substance abuse, MRT, PRS and jail reimbursement programs.
 - Maintain the region's jail utilization to 90% or below of capacity (excluding boarded-in inmates).
 - Effectively offer and match alternative to incarceration sanctions and services which are consistent with the offenders assessed risk and criminogenic needs.
- Continue to maximize public safety of otherwise incarcerated offenders released into the community and participating in P.A. 511 services

II. Policies and Programs Objectives

- Core services provided in FY2008 will remain in place in FY2009, adjusted as appropriate to reflect cost effective utilization;
- Re-emphasize the region's Felon Screening and Referral Procedures to identify P.A. 511 candidates at the plea or conviction stage for appropriate PSI recommendations;
- Fully implement the region's OUIL3rd lock-out offender diversion grant program;
- The MRT Cognitive program will be utilized for probation and parole technical violations, in most cases, and possibly in conjunction with PRS as an interim response to incarceration;
- CSC probation and parolees have been identified as a priority for sex offender treatment. CSC probation & parolees who do not have the financial resources to participate in sex offender treatment have created a problem for agents regarding technical violations. Limited resources have been earmarked to assist these parolees in enrolling in outpatient treatment regardless of their ability to pay with the objective of minimizing technical violations and the threat of returning to prison;
- Local P.A. 511 offender generated revenues will be utilized, as determined appropriate by the local Project Administrators and corrections committees, to enhance the availability of local treatment programs.

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CCAB Name:

[Empty box for CCAB Name]

Residential Services: Program Description Plan

Target Populations:

List the program target populations. If significant differences exist amongst providers please detail.

Incarcerated felons serving a jail sentence who are determined to be PRS

Eligibility Criteria and Utilization Practices:

Briefly describe the program eligibility criteria including which risk/need assessments or substance abuse assessments are required, when and by whom are they completed. If significant differences exist amongst providers please detail.

PRS eligible felons. No assessment is required. PRS referrals must be in lieu of a portion of their jail term equal to or greater than the amount of time to be served in the PRS program.

Describe policies of the program or CCAB that guide lengths of stay.

The RCCAB has policy and procedure which guides ALL PRS referrals. The eligibility criteria is as follows:

- "Jingle Cell" Felon Offender – up to 90 Day Cap
- "Lock Out" Felon Offender with SGL of 0 to 9 or Greater - up to 30 to 60 days
- Response Range 1 Technical Probation Violator – 45 Day Cap (with SGL of 0 to 6 or greater on original charge)
- Response Range 2 Technical Probation Violator – 60 Day Cap (with SGL of 0 to 6 or greater on original charge)
- Response Range 3 Technical Probation Violator – 90 Day Cap (with SGL of 0 to 6 or greater on original charge)
- Probation SAI Boot Camp Graduate
- Level 3 Parole Violator

Describe local processes followed to ensure only eligible offenders are enrolled into the program and that the County stays within the approved bed allocation.

All referral request forms are completed by the coordinator and forwarded to the Project Manager for approval. The eligibility is checked then the referral is logged and the money for the entire recommended stay (documented on the referral form) is encumbered. When a participant is terminated from the PRS program a copy of the referral with the total actual days billed for PRS is forwarded to the Project manager from the fiscal agent at the COG. The PRS log is then updated with the actual dollars spent versus the encumbered amount and a running total expenditure tracked.

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Residential Services: Program Description Plan

Name of Provider	Substance Abuse Treatment								Not Applicable
	License (Mark with "x")			Accreditation (Mark with "x")					
	Residential	Outpatient	Other	JCAHO	AOA	CARF	NCQA	COA	
Addiction Treatment Services	X								
Harbor Hall	X	X							
Sunrise Center	X								
Great Lakes Recovery Center	X								

Residential Service Funds

Provider	#1	#2	#3	#4	#5
Proposed ADP	1.2	4.5	1.7	1.6	
Enrollments					
Days in Program	70	70	70	70	
Proposed Funding Allocation	\$20,805.00	\$78,018.75	\$29,473.75	\$27,740.00	

Provider	#6	#7	#8	#9	#10
Proposed ADP					
Enrollments					
Days in Program					
Proposed Funding Allocation					

Provider	#11	#12	#13	#14	Totals
Proposed ADP					9
Enrollments					
Days in Program					280
Proposed Funding Allocation					\$156,037.50

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MRP/CTP					
Provider	#1	#2	#3	#4	#5
Proposed ADP	0.5				
Enrollments					
Days in Program					
Proposed Funding Allocation	\$8,668.75				

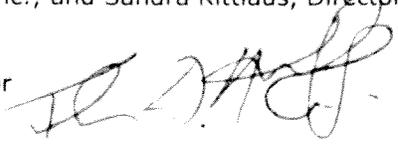
Provider	#6	#7	#8	#9	Totals
Proposed ADP					0.5
Enrollments					
Days in Program					
Proposed Funding Allocation					\$8,668.75

Manistee County



MEMORANDUM

TO: James Espvik, 9-1-1 Director/Central Dispatch; Charles Haemker, Library Administrator; Linda Duchon, Medical Care Facility Administrator; Richard Strevey, General Manager, Manistee County Transportation, Inc.; and Sandra Kittlaus, Director, Council on Aging

FROM: Thomas D. Kaminski, County Controller/Administrator 

DATE: July 17, 2008

RE: Financial Statement Request

=====

For the past several years, the Manistee County Board of Commissioners has combined the adoption of the County budget and the truth in taxation process by holding one Public Hearing. The hearing, which this year will be held during the September meeting, allows the public to comment on the County's tentative budget and the 2008 levy of allocated and special millage. Immediately following this Public Hearing, the Board of Commissioners will adopt a fiscal year 2008/09 County budget and approve the 2008 levy of millage. A copy of the preliminary maximum allowable millage levy for 2008 is enclosed for your review. In an effort to make an informed decision on the 2008 levy of millage, the Ways & Means Committee is requesting that you please provide the following information no later than Friday, August 1, 2008.

- 1) Most recent completed audit.
- 2) Most recent month end balance sheet including fund balance.
- 3) A copy of your fiscal year 2008/09 tentative budget if completed. If not yet completed, an overview in letter form of anticipated revenue and expense projections is acceptable.

This information can be mailed to my attention at the Manistee County Courthouse, 415 Third Street, Manistee, Michigan 49660. It is the Committee's intention to review this financial information at the Ways & Means Committee meeting which is scheduled for Tuesday, August 12, 2008, at 8:30 A.M. in the Board of Commissioners meeting room. If you would like to attend and provide further explanation of your revenue needs and answer questions from the Committee, please contact me and I will schedule you for a specific time on the agenda.

On behalf of the Ways & Means Committee, thank you for your immediate attention to this matter. If you have any questions, please contact me.

Enclosure

cc: Manistee County Board of Commissioners
Peggy Falk, Equalization Director
Russell Pomeroy, County Treasurer
Jeri Lyn Prielipp, Finance Assistant

2008 TAX RATE REQUEST
MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

County MANISTEE	2008 Taxable Value of ALL Properties in the Unit as of 5-27-08 1,067,328,084
Local Government Unit MANISTEE COUNTY	

PLEASE READ THE INSTRUCTIONS ON THE REVERSE SIDE CAREFULLY.

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec. 211.119. The following tax rates have been authorized for levy on the 1998 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Authorized Millage by Election, Charter, etc MCL 211.34d	(5) 2007		(6) 2008		(7) 2008	(8) Sec 211.34 Millage Rollback Fraction	(9) Maximum Allowable Millage Levy*	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec 1	(12) Expiration Date of Millage Authorized
				Millage Rate	Permanently Reduced by Fraction	Millage Rate	Permanently Reduced by MCL 211.34d						
ALLOCATION	OPERATING	08/06/06	5.5000	5.4615	1.0000	5.4615	1.0000	5.4615	5.4615	5.4615	N/A	Dec-2011	
VOTED	LIBRARY	08/05/08	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	Dec-2012	
VOTED	MEDICAL CARE	08/08/06	0.5000	0.4965	1.0000	0.4965	1.0000	0.4965	1.0000	0.4965	0.4965	Dec-2010	
VOTED	911	08/05/08	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	0.7884	Dec-2012	
VOTED	DIAL A RIDE COUNCIL	08/06/06	0.3300	0.3276	1.0000	0.3276	1.0000	0.3276	1.0000	0.3276	0.3276	Dec-2013	
VOTED	ON AGING	08/03/04	0.3000	0.2906	1.0000	0.2906	1.0000	0.2906	1.0000	0.2906	0.2906	Dec-2009	

PRELIMINARY

(C-2)

Truth in Taxation procedure accomplished through annual budget process

Prepared by Peggy A. Falk	Title Equalization Director	Date 2008
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As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary, to comply with the state constitution (Article 9 Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34, and for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, MCL 380.1211(3).

<input checked="" type="checkbox"/> Clerk	Signature	Type Name	Date
<input type="checkbox"/> Secretary		Marilyn Kliber	
<input checked="" type="checkbox"/> Chairperson	Signature	Type Name	Date
<input type="checkbox"/> President		B. Allan O'Shea	

*Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. A public hearing and determination is required for an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**** IMPORTANT:** See instructions on the reverse side for the correct method of calculating the millage rate in column (5).

Manistee County Central Dispatch 911

C-3

Proposed
2008 Budget

Account Number	Revenues	Budget 2007	2007 approx		Proposed 2008
277	\$ 1,027,592,080 x .0007884	10-01-06 / 09-30-07	Income		10-1-07/09-30-08
	Tax Revenues	\$ 757,763.00	\$ 516,693.44	68%	\$ 810,153.00
	Delinquent Taxes	\$ 50,000.00	\$ 63,702.43	127%	\$ 50,000.00
	Interest Income	\$ 6,000.00	\$ 9,759.43	163%	\$ 3,000.00
	Service Fees	\$ 2,500.00		0%	\$ 2,500.00
	Wireless 911	\$ 75,000.00	\$ 84,036.00	112%	\$ 75,000.00
	PILT Payment	\$ 30,000.00		0%	\$ 30,000.00
	Miscellaneous Income	\$ 500.00	\$ 431.25	86%	\$ 10,000.00
	Investment Interest	\$ 7,000.00	\$ 12,812.72	183%	\$ 10,000.00
	Total Anticipated Tax Revenues	\$ 928,763.00		0%	
	Total Budgeted Revenues	\$ 928,763.00	\$ 687,435.27	74%	\$ 990,653.00
	Expenditures		2007 approx		Proposed 2008
	Phones and Towers		expenditures		10-1-07/09-30-08
	Ameritech				
	723-6241 / 1517 / 1581 / 1482	\$ 4,500.00	\$ 3,087.13	69%	\$ 4,600.00
	398-0090 ISDN Line	\$ -	\$ 805.59	0%	\$ 500.00
	398-0966 / 398-2796 computer	\$ 500.00	\$ 477.05	95%	\$ 500.00
	723-0748 911 Cell Line	\$ 400.00	\$ 217.47	54%	\$ 400.00
	723-2843 / 3031 / 4511 office	\$ 2,000.00	\$ 1,304.48	65%	\$ 2,200.00
	906-R06-0045 9 Mile Tower	\$ 24,000.00	\$ 17,428.60	73%	\$ 28,000.00
	AT & T	\$ 5,000.00	\$ 4,845.71	97%	\$ 5,000.00
	Alltel	\$ 600.00	\$ 267.66	45%	\$ 360.00
	Arch Paging Terminal & Pager	\$ 600.00	\$ 238.16	40%	\$ 600.00
			\$ 269.85		
	Total For Phones and Towers	\$ 37,600.00	\$ 28,941.70	77%	\$ 42,160.00
	Utilities				
	Manistee County (Consumers)	\$ 15,000.00	\$ 12,156.00	81%	\$ 15,000.00
	DTE Gas	\$ -	\$ 1,284.12	0%	\$ 2,493.00
	Cherry Land Electric (9 Mile tower)	\$ 1,000.00	\$ 265.95	27%	\$ 1,600.00
			132.72		
	Total Utilities	\$ 16,000.00	\$ 13,838.79	86%	\$ 19,093.00
	Maintenance Agreements				
	Heating and Cooling	\$ 2,000.00	\$ 2,418.31	121%	\$ 2,000.00
	LEIN Access Fee	\$ 6,000.00	\$ 6,450.00	108%	\$ 7,000.00
	SBC Ameritech	\$ 6,000.00	\$ 5,376.00	90%	\$ 6,000.00
	OSSI Cad System	\$ 10,000.00	\$ 10,096.00	101%	\$ 12,000.00
	OSSI Mobile System	\$ 13,000.00	\$ 12,662.97	97%	\$ 15,000.00
	State of Michigan 800 MHZ Fees	\$ 25,000.00	\$ 6,000.00	24%	\$ 30,000.00
	Core Service	\$ 3,700.00		0%	\$ 4,000.00
	Priority Dispatch Card sets	\$ 300.00	\$ 175.00	58%	\$ 300.00
	Total Maintenance Agreements	\$ 66,000.00	\$ 43,178.28	65%	\$ 76,300.00

C-4

Expenditures		Budget 2007 10-01-06 / 09-30-07	2007 approx expenditures		Proposed 2008 10-1-07/09-30-08
	Miscellaneous Expenses	\$ 3,000.00	\$ 181.42	6%	\$ 5,000.00
	Total Miscellaneous Expenses	\$ 3,000.00	\$ 181.42	6%	\$ 5,000.00
	Office Supplies	\$ 8,000.00	\$ 3,749.51	47%	\$ 9,000.00
	Total Office Supplies	\$ 8,000.00	\$ 3,749.51	47%	\$ 9,000.00
	Repairs and Maintenance	\$ 9,300.00	\$ 1,971.13	21%	\$ 10,000.00
	Total Repair & Maintenance	\$ 9,300.00	\$ 1,971.13	21%	\$ 10,000.00
	Equipment Purchases	\$ 6,000.00	\$ -	0%	\$ 7,500.00
	Total Equipment Purchases	\$ 6,000.00	\$ -	0%	\$ 7,500.00
	Payroll				
708	Wages / FICA	\$ 390,000.00	\$ 379,826.81	97%	\$ 404,000.00
710	Overtime	\$ 32,000.00	\$ 35,325.89	110%	\$ 35,000.00
720	Holiday	\$ 17,000.00	\$ 14,730.64	87%	\$ 20,000.00
716	Fringe Benefits	\$ 120,000.00	\$ 147,169.28	123%	\$ 135,000.00
	County Administration Fees 3%	\$ 20,000.00	\$ 17,402.07	87%	\$ 25,000.00
	Total for Payroll	\$ 579,000.00	\$ 594,454.69	103%	\$ 619,000.00
	Uniforms				
	Cleaning Allowance	\$ 2,200.00	\$ 2,200.00	100%	\$ 2,200.00
	New Uniforms	\$ 1,200.00	\$ 523.25	44%	\$ 1,500.00
	Total Uniforms	\$ 3,400.00	\$ 2,723.25	80%	\$ 3,700.00

C-5

Expenditures	Budget 2007 10-01-06 / 09-30-07	2007 approx expenditures		Proposed 2008 10-1-07/09-30-08
Insurance MMRMA	\$ 10,500.00	\$ 10,091.00	96%	\$ 13,000.00
Total Insurance	\$ 10,500.00	\$ 10,091.00	96%	\$ 13,000.00
Training and Travel Expenses	\$ 3,500.00		0%	\$ 6,000.00
Total Training & Travel	\$ 3,500.00	\$ 2,338.35	67%	\$ 6,000.00
Audit	\$ 1,600.00	\$ 1,600.00	100%	\$ 1,700.00
Attorney Fees	\$ 1,800.00	\$ 125.10	7%	\$ 1,500.00
Medical Expenses		\$ 940.40		\$ 500.00
Total Professional Fees	\$ 3,400.00	\$ 2,665.50	78%	\$ 3,700.00
Capital Expenditures	\$ 100,000.00	\$ 61,101.55	61%	\$ 100,000.00
Total to Capital Expenditures	\$ 100,000.00	\$ 61,101.55	61%	\$ 100,000.00
Public Education	\$ 500.00	\$ -	0%	\$ 1,200.00
Total Public Education	\$ 500.00	\$ -	0%	\$ 1,200.00
	\$ -			
Total Lease & Maintenance	\$ -			\$ -
Debt Repayment Payment on Building	\$ 50,000.00	\$ 47,383.25	95%	\$ -
Total For Debt Repayments	\$ 50,000.00	\$ 47,383.25	95%	\$ -
Contingency Fund 3.5% (min)	\$ 32,563.00	\$ 2,609.70	8%	\$ 75,000.00
Total Contingency Fund	\$ 32,563.00	\$ 2,609.70	8%	\$ 75,000.00
Grand Total Expenditures	\$ 928,763.00	\$ 815,228.12	88%	\$ 990,653.00
Income Minus Expenditures	\$			-

**Manistee County
Medical Care Facility**

1505 E. Parkdale Ave., Manistee, MI 49660
Telephone: (231) 723-2543 Fax: (231) 723-1773
Linda Duchon RN, MS, LNHA, Administrator

C-6

RECEIVED
AUG 08 2008

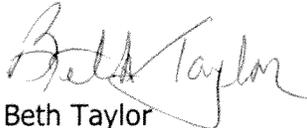
August 7, 2008

Thomas D Kaminski
415 Third Street
Manistee MI 49660

Dear Tom,

Enclosed please find the information requested by the Ways & Means Committee for a decision on the levy of millage. Please accept my apologies for submitting it late, I hope they will still have time to review.

Sincerely,



Beth Taylor
Fiscal Technician

C-7

MANISTEE COUNTY MEDICAL CARE FACILITY
BUDGET 2008 - 2009

REVENUE:

MEDICARE PART A	\$ 1,528,850.00	
MEDICAID	5,208,407.00	
PRIVATE	<u>1,364,289.00</u>	\$ 8,101,546.00
INTERGOVERNMENTAL TRANSFER	-	
OTHER INCOME	<u>\$ 1,684,085.00</u>	\$ 1,684,085.00
TOTAL INCOME:		<u><u>\$ 9,785,631.00</u></u>

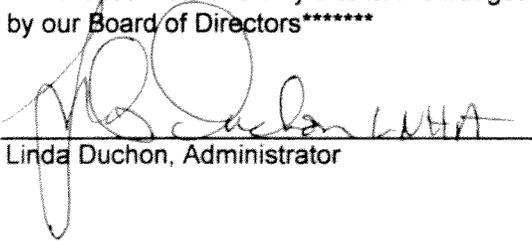
EXPENDITURES:

ADMINISTRATION	\$ 3,209,967.00	
MAINTENANCE	854,474.00	
LAUNDRY	134,079.00	
HOUSEKEEPING	208,935.00	
DIETARY	729,505.00	
PHARMACY	144,061.00	
NURSING	3,685,040.00	
REHAB THERAPY	87,084.00	
C.N.A. TESTING/LICENSE FEES	2,350.00	
DIVERSIONAL THERAPY	258,554.00	
VEHICLES	4,900.00	
PROFESSIONAL SERVICES	250,682.00	
DEPRECIATION EXPENSE	<u>216,000.00</u>	
TOTAL EXPENDITURES:		<u><u>\$ 9,785,631.00</u></u>

NET REVENUE (LOSS)

0.00

*****Please Note this only a tentative budget and has not yet been approved
by our Board of Directors*****


Linda Duchon, Administrator

budget summary

ASSETS**Current Assets****Cash**

Cash - County 291 Operating Fund	\$185,527.88
T.C.D/Depr. Fund County	\$1,013,424.34
Cash - Patient Trust	\$7,995.86
Cash - Petty - Patient Trust	\$200.00
Cash - Diversional Activity Dept.	\$5.00
Cash - Petty - Diversional Dept.	\$40.00
Cash - Petty - Facility	\$150.00
Depr Fund 291.1 / Operations	(\$0.03)
T.C.D. / Operations	\$928,644.27
T.C.D - Funded Sick / Vacation	\$154,362.35
Mileage Fund Cash	\$457,189.56
Cash - Restricted Donations	\$72,283.63
Total Cash	\$2,819,822.86

A/R - Operations

A/R - Private Pay	\$348,622.30
A/R - Medicare A	\$287,635.61
A/R - Medicare B	\$23,688.56
A/R - Medicare A Co-Insurance	\$79,524.85
A/R - Medicare B Co-Insurance	\$2,586.25
A/R - HMO	\$4,921.80
A/R - Blue Cross	\$33,049.94
A/R - Other Insurance	\$137,873.64
A/R - Medicaid	\$394,534.92
A/R - Hospice - Private	\$10,822.70
A/R - Hospice - Medicaid	\$54,530.98
A/R - Prebill Private	(\$182,083.00)
A/R - Prebill Basic	\$6,906.78
Allowance for Doubtful Accounts	(\$79,999.88)
Cost Report Rec/Pay	(\$136.59)
A/R - QAS Receivable	\$81,174.71
Total A/R - Operations	\$1,203,653.57

Prepaid Expenses

Inventory	\$37,497.81
Prepaid Comp. Ins.	\$9,488.03
Prepaid Insurance Fire/Liability	\$9,997.97
Total Prepaid Expenses	\$56,983.81
Total Current Assets	\$4,080,460.24

C-9

Fixed Assets

Property, Plant & Equipment	\$2,018,072.98
Prop. Plant & Equip Improvement	\$176,798.27
Accumulated Depreciation	(\$2,714,126.57)
Prop/Plant/Equip Purchase YTD	\$523,116.12
Current Year Capital Purchases	\$327,890.43
Building Renovation	\$2,161,154.91
Computer Equipment	\$10,178.75
Total Fixed Assets	\$2,503,084.89
Total ASSETS	\$6,583,545.13

LIABILITIES & EQUITY**Current Liabilities**

Accounts Payable	\$0.00
Patient Trust Liability	\$7,995.86
Patient Refund	\$91.00
Accrued Payroll	\$156,726.00
Accrued Vacation/Sick	\$736,805.28
Withholding Liability	\$18.10
State Liability	\$17,845.47
FICA Liability	\$32.20
Medicare W/H Liability	\$38.26
Cu Deduction Liability	\$0.00
Union Dues	\$0.00
Dental Insurance Deduction Service	\$0.00
Dental Ins Deduction Admin	\$0.00
Dental Ins Deduction Prof	\$0.00
Hospital Ins. Deduction-Union	\$0.00
Hospital Ins Deduction Option 2 Plan	\$0.00
Cancer Ins. Deduction	\$0.00
457 PENSION PLAN	\$0.00
United Way of Manistee County	\$0.00
Garnishment Deduction Liability	\$0.00
MERS Deduction Retirement	\$24,040.35
ME Accrued MOE	\$127,649.08
Third Party Settlements	\$195,000.00
QAS - Provider Tax Liability	\$1,776.12
QAS - Payable	\$185,844.03
Total Current Liabilities	\$1,453,861.75

Equity

Fund Balance	\$4,961,388.04
MF Fund Balance	\$224,771.48
Contributions Rest. Donations	\$11,270.02
Profit/Loss YTD	(\$67,746.16)
Total Equity	\$5,129,683.38
Total LIABILITIES & EQUITY	\$6,583,545.13



Manistee County Library
95 Maple Street
Manistee, MI 49660

C-11

July 23, 2008

Mr. Thomas D. Kaminski
County Controller/Administrator
Manistee County Courthouse
415 Third Street
Manistee, MI 49660

RE: Financial Statement Request dated July 17, 2008

Dear Mr. Kaminski:

In response to your request referenced above, I am able to provide the completed audit for 2006--2007 and the June 2008 Balance Sheet accepted by the Board at their July 22, 2008, meeting. As for the 2008--2009 Tentative Budget, there are two factors impacting the creation of this information.

First, without receipt of the 2008--2009 Budget Instructions from your office until four weeks after the initial distribution, the MCL Board was unaware of the County's timeline when they set their budget calendar. The tentative budget is being presented at the August 26, 2008, MCL Board Meeting.

Secondly, with the Library's operational millage on the August Primary Ballot, it does not seem prudent to propose spending tax payers' dollars before they have voted. During the six days between the election and the Ways & Means Committee Meeting, a preliminary 2008--2009 Budget will take shape. I will be able to provide an overview statement at the meeting on August 12, 2008.

Respectfully,

Charles Haemker
Executive Director
Manistee County Library

Enclosures (2)

cc: Ervin Kowalski, Chairman of the Ways & Means Committee
Linda Diesing, President of the Manistee County Library Board

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MANISTEE COUNTY LIBRARY
COMPILED FINANCIAL STATEMENTS
June 30, 2008

**KALCHER
VANDERWAL
TORREY, P.C.**

C-13

DALE L. VANDERWAL, C.P.A.
LEE W. TORREY, C.P.A.
JOHN A. SPRATTO, C.P.A.
DAVID L. RICHARDS, C.P.A., A.B.V.

TRAVERSE CITY
MANISTEE

CERTIFIED PUBLIC ACCOUNTANTS

Of Counsel:
LEONARD R. KALCHER, C.P.A.

July 16, 2008

Board of Trustees
Manistee County Library
Manistee, Michigan 49660

We have compiled the accompanying Balance Sheet of each major fund of the Manistee County Library as of June 30, 2008 and the Statement of Revenues and Expenditures – Budget and Actual for the nine months then ended, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

A compilation is limited to presenting in the form of financial statements information that is the representation of management. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or any other form of assurance on them.

Management has elected to omit substantially all of the disclosures required by generally accepted accounting principles. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Library's financial position and results of operations.

We are not independent with respect to Manistee County Library.

Kalcher, Vanderwal & Torrey, P.C.

Certified Public Accountants

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Manistee County Library
Balance Sheet
As of June 30, 2008

Jun 30, 08

ASSETS	
Current Assets	
Checking/Savings	
1003.00 · Selma Johnson Fund-Nat'l City	37,291.27
1004.00 · Imprest Cash	550.00
1009.00 · Northwestern Checking	198.00
1010.00 · Northwestern - Sweep	343,459.93
1011.00 · CD Maturing 09/22/08 - 90 Day	104,330.84
1012.00 · CD Maturing 07/24/08 - 90 Day	103,339.38
1013.00 · CD Maturing 07/24/08 - 120 Day	100,000.00
1014.00 · CD Maturing 09/10/08 - 120 Day	400,000.00
1015.00 · CD Maturing 09/21/08 - 90 Day	100,000.00
Total Checking/Savings	1,189,169.42
Other Current Assets	
1028.00 · Penal Fines Receivable	21,246.25
Total Other Current Assets	21,246.25
Total Current Assets	1,210,415.67
TOTAL ASSETS	1,210,415.67
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2002.00 · Accounts Payable	26,388.62
Total Accounts Payable	26,388.62
Other Current Liabilities	
2004.00 · Accrued Salaries	19,654.76
2005.00 · AP-Manistee County	44,519.46
2005.50 · Due to Manistee County	100,000.00
2005.55 · Accrued Interest - Man. County	916.68
2005.60 · CD Purchase Due to Man. County	100,000.00
2006.00 · Accrued Sick Leave	5,000.00
2006.50 · Unemployment Liability	61.29
Total Other Current Liabilities	270,152.19
Total Current Liabilities	296,540.81
Total Liabilities	296,540.81
Equity	
3900.00 · Retained Earnings	97,746.99
3905.00 · Designated Fund Balance	
3905.10 · TES Litigation	5,000.00
3905.20 · Sick Leave	16,979.34
3905.30 · Short Term Disability	5,000.00
3905.60 · Emergency Fund	180,000.00
3905.70 · Storm Water Issues	25,000.00
3905.80 · Debt Repayment	100,000.00
Total 3905.00 · Designated Fund Balance	331,979.34
Net Income	484,148.53
Total Equity	913,874.86
TOTAL LIABILITIES & EQUITY	1,210,415.67

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Manistee County Library
Profit & Loss Budget vs. Actual
For the Nine Months Ended June 30, 2008

	Oct '07 - Jun 08	Budget	% of Budget
Income			
Court Income			
655.01 · Penal Fines	193,878.31	260,000.00	74.6%
655.03 · County Law Library	0.00	3,500.00	0.0%
Total Court Income	193,878.31	263,500.00	73.6%
Fees			
651.02 · Extended Use (Overdues)	7,335.90	9,000.00	81.5%
651.03 · Lost/Damaged Materials	1,034.50	1,000.00	103.5%
Total Fees	8,370.40	10,000.00	83.7%
Interest Income			
665.00 · Interest Income	13,458.89	19,000.00	70.8%
665.01 · Interest - Selma Johnson	866.13	1,200.00	72.2%
Total Interest Income	14,325.02	20,200.00	70.9%
Other Income			
669.90 · Grant Revenue	10,000.00	10,000.00	100.0%
675.01 · Funds for Investment	3,035.18	4,000.00	75.9%
675.02 · Designated Gifts	12,797.85	9,000.00	142.2%
690.00 · Selma Johnson Income	35,000.00	35,000.00	100.0%
Total Other Income	60,833.03	58,000.00	104.9%
Sales			
642.02 · Daily Book Sales	-34.50		
642.03 · Sales - Used	30.75	100.00	30.8%
642.04 · Sales - New	37.00	50.00	74.0%
Total Sales	33.25	150.00	22.2%
Services			
626.01 · Photocopy Services	4,055.80	6,200.00	65.4%
626.03 · Extended Searching	1.00		
626.04 · New Library Cards - Patron	299.00	400.00	74.8%
626.05 · Fax Services	1,006.75	1,600.00	62.9%
626.06 · Equipment Rental	3.00	15.00	20.0%
Total Services	5,365.55	8,215.00	65.3%
State Funds			
569.01 · Reimbursable Salary	1,558.62	1,500.00	103.9%
569.02 · State Aid to Libraries	7,421.98	9,000.00	82.5%
Total State Funds	8,980.60	10,500.00	85.5%
Tax Income			
403.00 · Current Property Taxes	880,153.33	976,835.00	90.1%
404.00 · Delinquent Personal Taxes	0.00		
407.00 · Delinquent Real Taxes	83,765.98	70,000.00	119.7%
408.00 · Property Taxes - 2006	65,905.65		
431.00 · Payment in Lieu of Taxes	51,057.88	51,100.00	99.9%
Total Tax Income	1,080,882.84	1,097,935.00	98.4%
Total Income	1,372,669.00	1,468,500.00	93.5%

C-16

Manistee County Library
Profit & Loss Budget vs. Actual
For the Nine Months Ended June 30, 2008

	Oct '07 - Jun 08	Budget	% of Budget
Expense			
A-V Materials			
770.01 · Audio Tapes - Adult	10,902.10	13,000.00	83.9%
770.02 · Audio Tapes - Y	124.40	125.00	99.5%
770.03 · Audio Tapes - J	2,080.40	3,000.00	69.3%
770.04 · Videos - Adult	10,838.87	15,050.00	72.0%
770.06 · Videos - J	2,748.84	2,000.00	137.4%
770.07 · Microfilm	819.69	1,400.00	58.5%
770.08 · CDs - Adult	1,055.90	2,500.00	42.2%
770.10 · CDs - J	402.10	1,000.00	40.2%
770.15 · Realia	0.00	475.00	0.0%
Total A-V Materials	28,972.30	38,550.00	75.2%
Advertising/PR (Inc. Printing)			
901.00 · Advertising/PR	471.25	2,000.00	23.6%
901.02 · Millage	662.63		
901.03 · Other PR	365.09	2,000.00	18.3%
Total Advertising/PR (Inc. Printing)	1,498.97	4,000.00	37.5%
Books			
750.01 · Adult Books	38,645.43	56,000.00	69.0%
750.02 · Juvenile Books	23,738.39	34,000.00	69.8%
750.03 · Young Adult Books	6,310.48	7,000.00	90.1%
750.04 · Reference Books	3,924.93	5,000.00	78.5%
750.05 · Large Print Books	8,206.74	11,000.00	74.6%
750.07 · Professional Collection	300.00	1,000.00	30.0%
Total Books	81,125.97	114,000.00	71.2%
Branches			
740.03 · Branch Mileage	515.52	1,200.00	43.0%
740.05 · Kaleva Utilities	2,824.52	5,000.00	56.5%
740.07 · Arcadia Utilities	1,758.89	2,100.00	83.8%
740.08 · Onekama Utilities	3,388.51	5,000.00	67.8%
740.09 · Bear Lake Utilities	3,455.86	4,800.00	72.0%
740.10 · Wellston Utilities	1,125.88	1,300.00	86.6%
740.11 · Branch Supplies/Miscellaneous	0.00	200.00	0.0%
740.12 · Selma Branch - Kaleva Allocated	2,566.64	5,040.00	50.9%
740.14 · Selma Capital - Bear Lake	2,367.13	3,000.00	78.9%
740.15 · Selma Capital - Wellston	3,304.79	4,000.00	82.6%
740.16 · Selma Capital - Arcadia	5,652.78	7,000.00	80.8%
740.17 · Selma Capital - Onekama	12,039.24	17,000.00	70.8%
740.19 · Selma Books	2,598.67	7,500.00	34.6%
740.20 · Kaleva Expenses	3,023.02	5,740.00	52.7%
740.21 · Arcadia Expenses	3,482.04	5,430.00	64.1%
740.22 · Onekama Expense	2,001.94	3,380.00	59.2%
740.23 · Bear Lake Expenses	2,955.75	5,880.00	50.3%
740.24 · Wellson Expenses	4,526.47	8,060.00	56.2%
Total Branches	57,587.65	91,630.00	62.8%
Building/Grounds			
930.01 · Elevator - Contract	4,869.93	4,950.00	98.4%
930.02 · Elevator - Other	0.00	500.00	0.0%
930.03 · Snow Removal	1,375.00	1,350.00	101.9%
930.04 · Insurance	11,613.27	15,350.00	75.7%
930.05 · Grounds Maintenance/Services	6,952.86	6,500.00	107.0%
930.06 · Custodial/Cleaning Supplies	1,578.88	2,200.00	71.8%
930.07 · Tools	0.00	500.00	0.0%
930.08 · Maintenance Supplies	665.18	1,000.00	66.5%
930.10 · HVAC System	3,151.02	2,000.00	157.6%
Total Building/Grounds	30,206.14	34,350.00	87.9%

Manistee County Library
Profit & Loss Budget vs. Actual
For the Nine Months Ended June 30, 2008

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	Oct '07 - Jun 08	Budget	% of Budget
Capital Outlay			
967.10 · Children's Room	609.39	800.00	76.2%
970.01 · Equipment	2,168.01	4,200.00	51.6%
970.02 · Equipment Repair	0.00	200.00	0.0%
970.06 · Library Computer System	2,527.48	51,675.00	4.9%
970.07 · Front Steps Project	0.00	1,000.00	0.0%
970.08 · Carpet & Vinyl Replacement	0.00	5,000.00	0.0%
970.09 · Upstairs Lobby - Safety Rail	0.00	12,000.00	0.0%
Total Capital Outlay	5,304.88	74,875.00	7.1%
Computers			
790.01 · Software	247.50	1,600.00	15.5%
790.03 · Hardware	15,179.19	14,000.00	108.4%
790.04 · Repairs/Adjustments	0.00	500.00	0.0%
790.05 · Support	2,000.00	2,100.00	95.2%
790.10 · Web Services	273.45	500.00	54.7%
920.05 · Internet Services	1,025.88	1,700.00	60.3%
Total Computers	18,726.02	20,400.00	91.8%
Fees/Services			
800.01 · MMLL	3,710.99	9,000.00	41.2%
800.06 · Professional Fees/Services	2,365.69	7,000.00	33.8%
800.09 · Outsourced Processing	3,404.76	5,500.00	61.9%
800.11 · Memberships	835.00	1,000.00	83.5%
801.00 · Audit Expense	5,500.00	5,500.00	100.0%
801.01 · Accounting Services	11,360.00	15,000.00	75.7%
802.00 · Administrative Fee/County	15,577.90	23,500.00	66.3%
812.00 · Mel Delivery	-1,000.00	1,100.00	-90.9%
813.00 · Copier Maintenance	2,727.11	4,600.00	59.3%
Total Fees/Services	44,481.45	72,200.00	61.6%
Miscellaneous			
814.00 · Bank Charges	198.62	200.00	99.3%
955.01 · Patron/ILL Costs	87.50	125.00	70.0%
955.02 · Grant to Law Library	0.00	3,500.00	0.0%
955.04 · Property Tax Cancelled	0.00	3,100.00	0.0%
955.05 · Miscellaneous Expenses	0.00	775.00	0.0%
Total Miscellaneous	286.12	7,700.00	3.7%
Personnel			
570.02 · Training/Conferences	1,882.82	4,000.00	47.1%
570.09 · Personnel - Miscellaneous	0.00	1,500.00	0.0%
701.00 · Board Per Diem	1,480.00	3,000.00	49.3%
702.00 · Salaries	57,729.36	108,150.00	53.4%
703.00 · Wages / Staff	339,399.74	434,800.00	78.1%
704.00 · Wages - Pages	7,251.39	10,910.00	66.5%
716.00 · FICA - Employers Share	30,451.66	42,670.00	71.4%
716.02 · Health Insurance	73,108.23	129,000.00	56.7%
716.04 · Life Insurance	273.00	365.00	74.8%
716.05 · Short Term Disability	-223.81		
716.08 · Workers' Compensation	1,283.62	1,800.00	71.3%
716.10 · Unemployment	7,596.25	8,000.00	95.0%
716.12 · Retirement	42,034.89	61,150.00	68.7%
860.00 · Meetings and Seminars	309.65	2,000.00	15.5%
Total Personnel	562,576.80	807,345.00	69.7%
Programs (Inc. Printing)			
880.01 · Juvenile Audience	9,216.98	11,000.00	83.8%
880.02 · Young Adult Audience	0.00	300.00	0.0%
880.03 · Adult Audience	136.54	2,000.00	6.8%
880.04 · General Audience	174.07	1,000.00	17.4%
880.05 · School Programs	17.98	300.00	6.0%
Total Programs (Inc. Printing)	9,545.57	14,600.00	65.4%

Manistee County Library
Profit & Loss Budget vs. Actual
For the Nine Months Ended June 30, 2008

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	Oct '07 - Jun 08	Budget	% of Budget
Project 2005 (By Project)			
967.08 · Other 2 - Parking Lot	2,205.74	15,800.00	14.0%
Total Project 2005 (By Project)	2,205.74	15,800.00	14.0%
Reserve Fund			
Outstanding Obligations	0.00	100,000.00	0.0%
Total Reserve Fund	0.00	100,000.00	0.0%
Subscriptions			
760.01 · Adult Magazines	3,196.61	4,500.00	71.0%
760.02 · Juvenile Magazines	230.21	400.00	57.6%
760.03 · Young Adult Magazines	212.65	400.00	53.2%
760.04 · Branch Magazines - Adult	3,294.29	4,000.00	82.4%
760.05 · Branch Magazines - Y	188.80	600.00	31.5%
760.06 · Branch Magazines	446.23	400.00	111.6%
760.07 · Newspapers - Main	1,970.68	2,500.00	78.8%
760.08 · Newspapers - Branch	864.69	1,700.00	50.9%
760.09 · Other Subscriptions	749.18	500.00	149.8%
760.10 · Online Subscriptions	6,088.62	6,500.00	93.7%
Total Subscriptions	17,241.96	21,500.00	80.2%
Supplies			
726.04 · Library Operating	1,544.72	6,000.00	25.7%
727.00 · Office Supplies	1,328.64	3,500.00	38.0%
728.00 · Postage	2,896.66	4,000.00	72.4%
Total Supplies	5,770.02	13,500.00	42.7%
Utilities - Main			
850.00 · Phone Lines	1,871.12	3,000.00	62.4%
850.03 · Computer Phone Lines	0.00	200.00	0.0%
850.05 · Phone Lines/Maintenance	621.32	1,000.00	62.1%
920.01 · Heat/Natural Gas	6,936.18	9,000.00	77.1%
920.02 · Water	346.63	850.00	40.8%
920.03 · Electricity	11,677.37	21,000.00	55.6%
Total Utilities - Main	21,452.62	35,050.00	61.2%
Vehicle			
743.00 · Gasoline	1,331.65	1,500.00	88.8%
860.02 · Vehicle Maintenance	206.61	1,500.00	13.8%
Total Vehicle	1,538.26	3,000.00	51.3%
Total Expense	888,520.47	1,468,500.00	60.5%
Net Income	484,148.53	0.00	100.0%

Manistee County Council on Aging
2008-2009 Proposed Budget
NOT BOARD APPROVED

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2008-2009

Revenue:

Manistee County Millage	\$305,000
Newsletter Income	300
Lease Agreement - NWMHS	7,800
Donations	7,000
Net Trip Income	4,000
Food Bank	4,000
Interest	9,500
Fema	2,000
Homemaker Donations	13,000
Homechore Donations	10,000
Miscellaneous	7,000
Senior Dining	2,500
Fund Balance Transfer	3,940
Revenue Total	<u>\$376,040</u>

Expenses:

NWMHS (Millage)	8,000
Salaries & Wages	213,500
Payroll Expense	18,140
Advertising	1,500
Health Insurance	48,000
Disability/Life Insurance	3,800
Worker's Comp Insurance	5,000
Office Supplies/Postage	4,400
Food Bank	3,000
Supplies	2,200
Fema	2,000
Emergency Fund	1,500
Gas	4,300
Electric	4,600
Water	800
Building & Equipment	14,000
Alltel & AT&T	3,400
Avaya & Charter Internet	1,100
Capital Outlay	2,700
Liability/Property Insurance	1,900
Mileage Expense	9,200
Homechore Equipment	2,900
Truck Expense	3,100
Legal & Accounting (Audit)	3,000
Contract Labor	2,000
Senior Dining	5,000
Miscellaneous	7,000
Expense Total	<u>\$376,040</u>

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MANISTEE COUNTY COUNCIL ON AGING
June 30, 2008

	2007-2008	9MO	Jun-08	Year-to-date
	Total Budget	Budget	Actual	Actual
REVENUE:				
Fund Balance Transfer	10,400	7,800.00		-
Manistee County Millage	310,600	232,950.00	25,412.36	304,827.71
Newsletter Income	300	225.00	46.50	207.55
Lease Agreement - NWMHS	7,800	5,850.00	650.00	5,850.00
Donations	10,000	7,500.00	391.70	6,604.70
Net Trip Income	4,500	3,375.00	814.50	830.50
Food Bank	2,000	1,500.00	86.01	3,619.22
Interest/Memorial Savings Int	13,500	10,125.00	481.27	7,888.56
FEMA	1,800	1,350.00		1,096.00
Homemaker Donations	13,500	10,125.00	1,168.00	9,487.90
Homechore Income	10,000	7,500.00	1,072.80	7,012.50
Miscellaneous	7,800	5,850.00	150.00	14,406.14
Senior Dining	2,500	1,875.00	180.00	1,778.00
TOTAL	394,700	296,025.00	30,453.14	363,608.78

EXPENSES:

NWMHS (Millage)	8,000	6,000.00		4,000.00
Salaries & Wages	216,180	162,135.00	17,765.44	166,569.18
Payroll Tax	19,140	14,355.00	1,424.38	13,774.53
Advertising	1,500	1,125.00	239.55	1,197.72
Health Insurance	47,400	35,550.00	(150.00)	33,434.74
Disability Insurance	3,960	2,970.00	-	2,985.01
Worker's Comp Insurance	5,000	3,750.00	323.00	3,310.50
Office Supplies/Postage	4,200	3,150.00	46.29	4,006.49
Supplies	2,200	1,650.00	255.81	1,355.39
Food Bank	2,000	1,500.00	148.96	2,221.09
FEMA	1,800	1,350.00		150.00
Emergency Fund	1,500	1,125.00		471.20
Gas	4,300	3,225.00	226.43	3,404.90
Electric	4,600	3,450.00	427.01	3,403.71
Water	600	450.00	67.35	726.65
Building Maintenance	15,000	11,250.00	139.80	6,713.51
Telephone - At&t/Alltel	3,400	2,550.00	269.78	2,377.71
Avaya/Charter Internet	1,100	825.00	50.04	737.15
Capital Outlay	2,900	2,175.00		-
Liability/Property Insurance	1,700	1,275.00	1,914.00	1,914.00
Mileage Expense	8,500	6,375.00	1,239.67	7,266.52
Homechore Equipment	3,500	2,625.00	95.45	1,059.73
Truck Expense	19,000	14,250.00	186.99	20,999.68
Legal & Accounting	3,000	2,250.00		3,000.00
Contract Labor	2,200	1,650.00	272.00	512.00
Senior Dining	5,000	3,750.00	468.00	3,092.00
Miscellaneous	7,020	5,265.00	191.04	7,415.99
TOTAL	394,700	296,025.00	25,600.99	296,099.40

Checking Account Balance 350,682.40
Savings Account Balance 18,861.09

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Manistee County Transportation, Inc.
Nonurban County
Regular Service
Annual Budgeted
2009

Revenue Schedule Report

Code	Description	Amount
401 :	Farebox Revenue	
40100	Passenger Fares	\$95,000
40200	Contract Fares	\$250,000
407 :	NonTrans Revenues	
40720	Rental of Bldgs or Other Property	\$6,000
408 :	Local Revenue	
40800	Taxes Levied Directly for/by Transit Agency	\$350,000
411 :	State Formula and Contracts	
41101	State Operating Assistance	\$522,368
413 :	Federal Contracts	
41301	Federal Section 5311 (operating funds only)	\$231,200
414 :	Other Revenue	
41400	Interest Income	\$24,000
Total Revenues: \$1,478,568		

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Manistee County Transportation, Inc.
Nonurban County
Regular Service
Annual Budgeted
2009

Expense Schedule Report

Code	Description	Amount
501	Labor	
50101	Operators Salaries & Wages	\$380,000
50102	Other Salaries & Wages	\$245,000
50103	Dispatchers' Salaries & Wages	\$60,000
502	Fringe Benefits	
50200	Other Fringe Benefits	\$465,000
503	Services	
50302	Advertising Fees	\$5,000
50305	Audit Cost	\$10,000
50399	Other Services (Explain in comment field)	\$20,000
504	Materials and Supplies	
50401	Fuel & Lubricants	\$125,000
50402	Tires & Tubes	\$5,000
50499	Other Materials & Supplies	\$10,000
505	Utilities	
50500	Utilities	\$30,000
506	Insurance	
50603	Liability Insurance	\$80,000
509	Misc Expenses	
50902	Travel, Meetings & Training	\$10,000

Total Expenses: \$1,445,000

Total Ineligible Expenses: \$0

Total Eligible Expenses: \$1,445,000

MANISTEE COUNTY TRANSPORTATION, INC.
REVENUE AND EXPENSE
JUNE, 2008

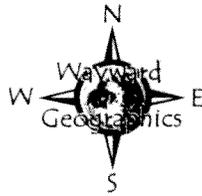
C-23

REVENUE	THIS MONTH	LAST MONTH	THIS YEAR	BUDGET	VARIANCE
PASSENGER FARES	\$ 10,193	9,062	76,400	70,200	8.83 %
CONTRACT FARES	4,331	26,958	226,293	180,000	25.72
ROOM RENTAL	220	150	5,605	4,320	29.75
MISC. INCOME	125	576	16,599	6,750	145.91
INTEREST INCOME	844	738	13,783	19,800	(30.39)
LOCAL ASSISTANCE - ACCRUED	28,948	28,948	260,531	260,531	0.00
STATE ASSISTANCE - ACCRUED	37,057	48,110	385,610	371,981	3.66
FEDERAL ASSISTANCE - ACCRUED	16,397	21,288	170,624	164,594	3.66
TOTAL REVENUE	\$ 98,115	135,830	1,155,445	1,078,176	7.17 %

EXPENSE

VEHICLE OPERATORS WAGES	\$ 21,549	38,967	270,870	274,500	(1.32) %
DISPATCH WAGES	4,216	5,931	41,887	40,950	2.29
MAINTENANCE WAGES	7,874	10,702	74,256	80,280	(7.50)
MANAGEMENT WAGES	10,277	12,846	99,175	99,000	0.18
FRINGE BENEFITS	33,371	37,475	333,271	324,000	2.86
PROFESSIONAL SERVICES	715	669	13,493	9,000	49.92
MAINTENANCE SERVICES	140	0	3,845	3,600	6.81
FUEL AND LUBRICANTS	12,635	14,998	117,520	87,750	33.93
TIRES AND TUBES	0	0	(250)	3,150	(107.94)
VEHICLE MAINTENANCE	1,178	1,016	13,274	13,500	(1.67)
OFFICE SUPPLIES	382	493	4,844	3,375	43.53
OTHER MATERIAL AND SUPPLIES	344	416	2,552	1,800	41.78
UTILITIES	1,409	1,214	17,762	13,500	31.57
PHONE	734	971	5,732	5,400	6.15
CASUALTY AND LIABILITY - ACCRUED	6,421	6,421	57,790	57,790	0.00
DUES AND SUBSCRIPTIONS	0	0	1,897	1,440	31.74
TRAVEL AND MEETINGS	869	364	3,263	4,500	(27.49)
ADVERTISING	296	426	2,716	3,825	(28.99)
MISCELLANEOUS	70	141	2,503	1,350	85.41
TOTAL EXPENSE	\$ 102,480	133,050	1,066,400	1,028,710	3.66 %
NET SURPLUS	\$ (4,365)	2,780	89,045	49,466	80.01 %

BANK BALANCE \$ 747,753 704,901



(APPENDIX D-1)

"Put yourself on the map..."

**Manistee County
415 Third St.
Manistee, MI 49660**

Peggy,

Wayward Geographics is currently working on the final phases of the Manistee County 2008 Orthophotography Project. As we had discussed multiple times in the orthophoto pre-plan meetings, the existing GIS datasets, namely Road Centerlines and Parcel Boundaries, contain inherent errors and will not have a good fit to the new orthophotos when layered together in a map. After comparing samples of the parcel and road centerline data to the new orthophotos, there are inconsistencies in all horizontal positions between the existing datasets and the new orthophotos. The cause of this is two-fold. The first contributor is due to the origin of the data itself (how the data was originally created or drawn and the accuracy of the base map data in which it was derived). By looking at the existing GIS data, it looks as if it was derived from NAIP (National Agriculture Imagery Program) data which has a low accuracy of at best +/- 33' from actual ground location. The second possible contributor may be the history of how the data has been treated/used. It is somewhat unknown if the data has been re-projected multiple times and possibly geo-referenced to other base data which may have contributed to horizontal inconsistencies between datasets of different projections and origin. The previous imagery was geo-referenced to the existing low accuracy parcel data. The maps created from these datasets may appear to look accurate but not in a true geographic sense.

As with anything, comparing an accurate base map (new orthophotos) to a base map of much less quality (existing GIS data), it will expose obvious errors in the data. Manistee County is taking proactive steps by investing in an accurate base of orthophotography and can now forge ahead and develop a more accurate and robust GIS by using the accurate orthophoto base as an easel to correct existing datasets and to create new datasets.

Wayward Geographics can take your existing GIS data and rework it so there will be an acceptable fit to the new orthophoto base. Estimated costs to modify the road centerline dataset and the parcel boundary dataset are as follows:

Road Centerline GIS data adjustment/modification

Estimated 1260 miles of road

Modification Cost: \$5,300

Modification Cost + *E-911 Address Compliant centerlines: \$10,000.00

** address compliancy based on county address range system as seen on the county map*

Parcel Boundary GIS data adjustment/modification

Estimated 24,269 parcels

Modification Cost: \$9,995

*Parcel recreation from Assessment Roll Descriptions: \$49,900.00

**assessment roll descriptions will be drawn out using coordinate geometry (COGO)*

**may also require gps locations of monumented section corners*

**estimate is tentative and is subject to change based upon project scope*

D-2

Wayward Geographics can also create a very pertinent and accurate Address Points Location dataset that can be utilized for E-911, Equalization, Building/Zoning and other possible County Departments. The data would be derived from the Equalization Assessment Roll land descriptions and the existing/modified parcel boundaries dataset. This data will allow for quick lookup of address locations for reference and map creation. This dataset is invaluable to an E-911 dispatch centers that utilize GIS data for their enhanced 911 capabilities. If you are interested in other GIS data modifications (i.e. zoning data, section boundaries, etc...), Wayward Geographics can provide a separate quote per request.

If you have any further questions or concerns, please feel free to contact me. I look forward to a working relationship with Manistee County!

Best Regards,



Chad Collins C.M.S.

Wayward Geographics

7650 Majestic Ave.

Cadillac, MI 49601

Phone: 231-775-1680

Email: maps@waywardgeographics.com

Web: www.waywardgeograhpics.com

MANISTEE COUNTY LIBRARY

95 MAPLE STREET
MANISTEE, MI 49660
231-723-2519

NORTHWESTERN BANK
MANISTEE, MI
74-7166/2724

35842

8/6/2008

PAY TO THE ORDER OF Manistee County

\$**100,963.84

One Hundred Thousand Nine Hundred Sixty-Three and 84/100*****

DOLLARS

Manistee County
415 Third Street
Manistee, MI 49660

2 SIGNATURES REQUIRED

Jinda Herring
Steve Rogers
AUTHORIZED SIGNATURE

MEMO

⑈035842⑈ ⑆272471661⑆ ⑆1021562456⑈

MANISTEE COUNTY LIBRARY

35842

Manistee County

8/6/2008

Date Type Reference
8/6/2008 Bill Pay-off loan

Original Amt.
100,963.84

Balance Due
100,963.84

Discount

Check Amount

Payment
100,963.84
100,963.84

Northwestern Checkin

100,963.84

APPENDIX E-1