



TUSCOLA COUNTY

Board of Commissioners

BOARD MEETING AGENDA

November 13, 2025 - 8:00 AM

**H. H. Purdy Building Board Room
125 W. Lincoln St., Caro, MI 48723**

Public may participate in the meeting electronically:

(US) +1 929-276-1248 PIN:112 203 398#

Join by Hangouts Meet: meet.google.com/mih-jntr-jya

8:00 AM Call to Order - Chairperson Vaughan
Prayer - Commissioner Bardwell
Pledge of Allegiance - Commissioner Koch
Roll Call - Clerk Fetting

Page

Adoption of Agenda

Action on Previous Meeting Minutes

1. Action on Previous Meeting Minutes
[Board of Commissioners - 30 Oct 2025 - Minutes - Pdf](#)

5 - 12

Brief Public Comment Period for Agenda Items Only

Consent Agenda - NONE

New Business

1. Discussion About Hurds Corner Road - Billy Putman
2. Michigan Assigned Counsel Renewal FY26 - Geoffrey Stuart, Managed Assigned Counsel
[Michigan Assigned Counsel Renewal FY26](#)
3. 8:30 AM - Closed Session in Accordance with 1.) Section 8(1)(c) for Strategy Sessions Connected with the Negotiation of a Collective

13 - 20

Bargaining Agreement.

- | | | |
|-----|--|---------|
| 4. | Tuscola County FY2024 Cost Allocation Plan Review - Ellen Gross,
MGT Consultant and Stephanie Farrett, MGT Manager
Tuscola Cost Allocation Review 2024 | 21 - 34 |
| 5. | Fire Suppression Blueprints for Old Storage - Mike Miller,
Building/Grounds and Recycling Director
Tuscola MI - Scanning for Building Codes
Total Fire Protection Quote | 35 - 45 |
| 6. | 2025 - 2026 Contract for Mental Health Services for Jail Inmates -
Shannon DeLorge, Contract Manger for Tuscola Behavioral Health
Systems and Stacey Dudewicz, Chief Financial Officer (CFO)
2025 - 2026 Contract for Mental Health Services for Jail Inmates | 46 - 50 |
| 7. | New Hire Request for Liberty Masker - Robert Baxter, Undersheriff | |
| 8. | New Hire Request for Gabriel Farver - Robert Baxter, Undersheriff | |
| 9. | Boards and Commissions Annual Appointments - Jodi Fetting, County
Clerk | |
| 10. | Use of the Courthouse Lawn Request - Erica Dibble,
Controller/Administrator
Courthouse Lawn Request | 51 |
| 11. | FY26 County Veteran Service Fund Grant Update - Erica Dibble,
Controller/Administrator
FY26 County Veteran Service Fund Grant Update | 52 - 60 |
| 12. | Budget Amendment #3 General Fund - Erica Dibble,
Controller/Administrator
BUDGET AMENDMENT #3
BUDGET AMENDMENT # 3 BACK UP | 61 - 76 |

Old Business

- | | | |
|----|--|---------|
| 1. | Department of Natural Resources (DNR) Easement Application for
Public Road - Thomas Bardwell, Vice-Chairperson
Department of Natural Resources (DNR) Easement application (11-11-25) | 77 - 83 |
| 2. | 2026 Budget Calendar Update - Erica Dibble, Controller/Administrator | |

Correspondence/Resolutions

- | | | |
|----|--|----|
| 1. | Letter to the Board from the Courts
Letter to Board | 84 |
|----|--|----|

Commissioner Liaison Committee Reports

Vaughan

Board of Health
County Planning Commission
Economic Development Corp/Brownfield Redevelopment
MAC Environmental Regulatory
Mid-Michigan Mosquito Control Advisory Committee
NACO-Energy, Environment & Land Use
Parks and Recreation Commission
Tuscola County Fair Board Liaison
Local Units of Government Activity Report

Barrios

County Road Commission Liaison
Great Start Collaborative
Human Services Collaborative Council (HSCC)
MAC Agricultural/Tourism Committee
Parks and Recreation Commission
Saginaw Bay Coastal Initiative
Local Units of Government Activity Report

Bardwell

Behavioral Health Systems Board
Caro DDA/TIFA
Economic Development Corp/Brownfield Redevelopment
MAC 7th District
MAC Workers Comp Board
MAC Finance Committee
NACo Rural Action Caucus (RAC)

Local Units of Government Activity Report

Lutz

Board of Health

Community Corrections Advisory Board

Genesee Shiawassee Thumb Works

Jail Planning Committee

Local Emergency Planning Committee (LEPC)

MAC Judiciary Committee

MEMS All Hazard

Multi-County Recycling Committee

Local Units of Government Activity Report

Human Development Commission Board of Directors Liaison

Koch

Dispatch Authority Board

Genesee Shiawassee Thumb Works

Recycling Advisory

Jail Planning Committee

MI Renewable Energy Coalition (MREC)

Local Units of Government

Other Business as Necessary

Extended Public Comment

Adjournment

Note: If you need accommodations to attend this meeting, please notify the Tuscola County Controller/Administrator's Office (989-672-3700) two (2) days in advance of the meeting.



MINUTES

Board of Commissioners Meeting

8:00 AM - Thursday, October 30, 2025

H.H. Purdy Building Board Room, 125 W. Lincoln Street, Caro, MI 48723

Commissioner Bardwell called the regular meeting of the Board of Commissioners of the County of Tuscola, Michigan, held at the H.H. Purdy Building Board Room, 125 W. Lincoln Street, Caro, MI 48723, on Thursday, October 30, 2025, to order at 8:00 AM local time.

Prayer - Commissioner Koch

Pledge of Allegiance - Commissioner Bardwell

Roll Call - Clerk Fetting

Commissioners Present In-Person: Nancy Barrios, Thomas Bardwell, Bill Lutz, Matt Koch

Commissioners Absent: Kim Vaughan

Others Present In-Person: Clerk Jodi Fetting, Eean Lee, Erica Dibble, Steve Anderson, Mike Miller, Treasurer Ashley Bennett, Geoffrey Stuart, Karly Creguer, Sheriff Ryan Robinson

Also Present Virtual: Tracy Violet, Mary Drier, Angie House, Tricia Sharp, Angie Daniels, Amanda Ertman, Bonnie Fackler, Cindy McKinney-Volz, Cody Horton, Connie Keinath, Debbie Babich, Judy Cockerill, Scienna Nieschulz, Stephanie DuSute, Tom McLane, Dan Lisowski, Toni James, Larry Zapfe, Tanya Pisha, Katie Robinson, Ashley Gaudett, Cindy Hughes, Kristi Phipps, Shannon Beach, Register Marianne Brandt, Tim Green, Matthew Sexton, Estee Bitzer, Barry Lapp, Prosecutor Erica Walle, Stacey Wilcox, Kim Vaughan, Karlee Romain

At 8:09 a.m., there were a total of 23 participants attending the meeting virtually.

Adoption of Agenda

1. Adoption of Agenda -

2025-M-259

Motion by Matt Koch, seconded by Nancy Barrios to adopt the agenda as presented.
Motion Carried.

Action on Previous Meeting Minutes

1. Action on Previous Meeting Minutes -

2025-M-260

Motion by Bill Lutz, seconded by Matt Koch to adopt the meeting minutes from the October 16, 2025 Regular meeting. Motion Carried.

Brief Public Comment Period for Agenda Items Only

None

Consent Agenda

2025-M-261

Motion by Bill Lutz, seconded by Matt Koch that the Consent Agenda Minutes and Consent Agenda Items from the October 27, 2025 Committee of the Whole meeting be adopted. Motion Carried.

CONSENT AGENDA

1. Michigan State University Extension (MSUe) Agreement for Extension Services 2026 -

Move to approve the agreement for extension services with Michigan State University Extension (MSUE) office FY 2026 and authorize all necessary signatures.

New Business

1. Michigan Assigned Counsell Renewal FY26 -

Geoffrey Stuart, Managed Assigned Counsel, reported that the request has been approved by the State but there is a reduction in the budget request from last year's request due to the change in county practices regarding expert witness costs and training. The total amount of the budget is \$2,129,768.24 and the county share portion is \$255,199.23.

Geoffrey Stuart reported that the amount that Tuscola is contributing has remained the same since the onset of the MIDC program.

There was no action taken today. Matter to be placed on the November 13, 2025 Board meeting.

2. Tuscola County Medical Care Community Funds Transfer Request - Erica Dibble, Controller/Administrator, presented the request received.

2025-M-262

Motion by Bill Lutz, seconded by Nancy Barrios to approve the funds transfer request from Cody Rabideau, Chief Executive Officer, for capital projects at the Tuscola County Medical Care Community in the amount of \$25,000.00 for flooring project, \$43,278.67 for replacing aging resident lifts and \$56,572.77 for a downpayment for a phone system upgrade project, totaling \$125,951.44. Motion Carried.

3. Voted Local Bridge Transfer Request from Road Commission - Erica Dibble, Controller/Administrator, presented the request received.

2025-M-263

Motion by Matt Koch, seconded by Nancy Barrios to approve the transfer of \$323,880.00 Voucher # Bridge 2025-2 from the 296 Voted Local Bridge Millage to the 201 Road Commission Fund as per the request by Mike Tuckey, Finance Director of the Tuscola County Road Commission. Motion Carried.

4. Voted Primary Road Transfer Request from Road Commission - Erica Dibble, Controller/Administrator, presented the request received.

2025-M-264

Move to approve the transfer of \$1,886,970.82 Voucher # Road 2025-1 from the 214 Voted Primary Road Fund to the 201 Road Commission Fund as per the request by Mike Tuckey, Finance Director of the Tuscola County Road Commission. Motion Carried.

5. Expungement Fair - Certified Copy Fee Waiver Request - Jodi Fetting, County Clerk, explained the request to waive the certified copy fee for criminal judgments issued during the Tuscola County Expungement Fair.

2025-M-265

Motion by Bill Lutz, seconded by Nancy Barrios to approve to waive the certified copy fee for any certified criminal judgments provided to a Defendant in order to complete the Application to Set Aside Conviction paperwork during the Expungement Fair, which will be held at the Tuscola County Courthouse on November 1, 2025. Additionally, this waiver will apply to all future Expungement Fairs hosted at the Tuscola County Courthouse. Motion Carried.

6. Circuit Court - Family Court Legal Services Contract - Erica Dibble, Controller/Administrator, presented the request received.

2025-M-266

Motion by Bill Lutz, seconded by Nancy Barrios to approve the 2026 Circuit Court-Family Court Legal Services Contract request from Judge Amy Grace Gierhart in the total amount of \$257,500.00 for the 12-month contract period, effective January 1, 2026, contract payments shall be paid in twelve (12) installments for each attorney with the first vendor payment cycle following February 1, 2026. Motion Carried.

7. Contract for Representation for Alleged Developmentally Disabled Individuals in Probate Court - Erica Dibble, Controller/Administrator, presented the request received.

2025-M-267

Motion by Matt Koch, seconded by Nancy Barrios to approve the 2026 Contract for Representation for Alleged Developmentally Disabled Individuals in Tuscola County Probate Court per the request from Judge Amy Grace Gierhart in the total amount of \$6,500.00 to be paid through accounts payable beginning on February 1, 2026 with monthly installments for the 12-month contract period, effective January 1, 2026 through December 31, 2026. Motion Carried.

8. 2026 Fiscal Year Proposed Budget First Draft Review and Calendar Update - Erica Dibble, Controller/Administrator, explained that the first draft of the budget that was presented on Monday is included in the agenda packet for review by other Department Heads. Currently, dates are being looked at to have round table discussions with Department Heads regarding the 2026 budget.

2025-M-268

Motion by Bill Lutz, seconded by Matt Koch to approve the 2026 Budget Development Calendar as presented. Motion Carried.

Old Business

1. 2025 County Apportionment -

2025-M-269

Motion by Matt Koch, seconded by Bill Lutz to approve and place on file the 2025 Tuscola County Apportionment Report as presented by Angie Daniels, Equalization Director. Motion Carried.

2025-M-270

Motion by Nancy Barrios, seconded by Bill Lutz to approve the 2025-13 Tuscola County Apportionment Report Resolution presented by Angie Daniels, Equalization Director.

Yes: Nancy Barrios, Thomas Bardwell, Bill Lutz, and Matt Koch
Absent: Kim Vaughan

Motion Carried.

2. Proposed 2025-14 Performance Resolution for Municipalities for Flock Camera's -

2025-M-271

Motion by Bill Lutz, seconded by Matt Koch to approve Resolution 2025-14 Performance Resolution for Municipalities for the Flock Cameras.

Yes: Nancy Barrios, Thomas Bardwell, Bill Lutz, and Matt Koch
Absent: Kim Vaughan

Motion Carried.

Correspondence/Resolutions

1. Michigan Association of County Clerks (MACC) Resolution

2. Grand Traverse County Resolution 94-2025
3. Leelanau County Resolution #2025-017
4. Bluebird MidWest, LLC, MPSC No. U-21959 - Notice of Hearing and POS

Commissioner Liaison Committee Reports

Barrios

County Road Commission Liaison -

The Road Commission Board is discussing the serious accidents that have recently occurred in Tuscola County.

Great Start Collaborative -

A fundraiser has been planned for November 20, 2025 at the Caro Moose Lodge due to program funding cuts.

1,600 kids receive books from the Imagination Library.

Human Services Collaborative Council (HSCC) -

The Council discussed food insecurities. Many agencies within the Council have set aside funds to help bridge the gap during the government shutdown.

MAC Agricultural/Tourism Committee -

MSU Fit program was discussed at the meeting. Commissioner Barrios provided an explanation on how the program works.

Parks and Recreation Commission -

The Commission currently has vacant seats that need to be filled. Equipment for Vanderbilt Park was discussed at the last meeting. The Commission has recently received two grants.

Saginaw Bay Coastal Initiative

Local Units of Government Activity Report -

The Tuscola County Medical Care Facility has been ranked #2 in the State of Michigan.

Michigan Trails recognized Lonnie Kester as a long-time contributor.

Updates from Elmwood Township, Columbia Township, Akron Township and Unionville Village meetings provided.

Bardwell

Behavioral Health Systems Board -

The impact of PHIP on local consumers was discussed at the last meeting.

Caro DDA/TIFA

Economic Development Corp/Brownfield Redevelopment -
Alisha Proctor has been appointed as the Executive Director. Discussed if the appointment would need to be confirmed by the Commissioners. Provided an update to who will hold roles on the Executive Committee.

MAC 7th District -

Meetings for the District will continue and those in attendance at the last meeting feel it is beneficial.

MAC Workers Comp Board -
Meets next Wednesday.

MAC Finance Committee

NACo Rural Action Caucus (RAC)

Local Units of Government Activity Report

Vaughan

Absent

Board of Health

County Planning Commission

Economic Development Corp/Brownfield Redevelopment

MAC Environmental Regulatory

Mid-Michigan Mosquito Control Advisory Committee

NACO-Energy, Environment & Land Use

Parks and Recreation Commission

Tuscola County Fair Board Liaison

Local Units of Government Activity Report

Lutz

Board of Health

Community Corrections Advisory Board

Genesee Shiawassee Thumb Works

Jail Planning Committee

Local Emergency Planning Committee (LEPC)

MAC Judiciary Committee

MEMS All Hazard

Multi-County Recycling Committee

Human Development Commission Board of Directors Liaison

Local Units of Government Activity Report -
Stemco Kaiser is planning an addition to their plant.

Limited RC held their ribbon cutting. They offer tracks and equipment for RC Car racing.

Aspire is planning to start an urgent care in Millington in 2026.

Koch

No Report

Dispatch Authority Board

Genesee Shiawassee Thumb Works

Recycling Advisory

Jail Planning Committee

MI Renewable Energy Coalition (MREC)

Local Units of Government

Other Business as Necessary

-Board discussed the need for insurance regarding MSUe and EDC sharing a building. MMRMA recommends particular wording that is not currently included in their agreement. The Board also discussed whether the use of millage funds would be allowed for the proposed remodeling. Matters to be brought back to the Board for further discussion.

-Clerk Fetting reviewed the language in the EDC by-laws as the Board of Commissioners appoints the EDC Board of Directors and the EDC Board of Directors appoints the Executive Director.

At 9:43 a.m., there were a total of 29 participants attending the meeting virtually.

Extended Public Comment

-Treasurer Bennett updated the Board that the RFPs to demo the Church on Burnside Street in Caro have been received and the project will be underway soon. The project is grant funded.

Adjournment

2025-M-272

Motion by Matt Koch, seconded by Bill Lutz to adjourn the meeting at 9:45 a.m.
Motion Carried.

Jodi Fetting
Tuscola County Clerk, MCCO

DRAFT

Cost Analysis Detail for Compliance Plan and Cost Analysis Renewal - FY 2026
Agency: Tuscola County
Application: Compliance Plan and Cost Analysis Renewal - FY 2026

10/8/2025

	Line Item	Qty	Rate	Units	UOM	Total	State Grant
DIRECT EXPENSES							
Program Expenses							
1	Personnel						
	Managed Assigned Counsel Administrator	1.0000	56.030	1950.000		109,258.50	109,258.50
	Asst. Public Defender	1.0000	42.310	1950.000		82,504.50	82,504.50
	Notes : This position is currently open and we will have to rely on the roster more than usual. We have some prospects and hope to have it filled soon.						
	Office Manager	1.0000	25.000	1950.000		48,750.00	48,750.00
	Notes : \$48,000 represents a pay increase to \$25.00 an hour for the position of Office Manager.						
Total for Personnel						240,513.00	240,513.00
2	Fringe Benefits						
	Health Insurance	0.0000	1.000	7500000.000		75,000.00	75,000.00
	Unemployment Insurance	0.0000	2.700	328500.000		8,869.50	8,869.50
	Employer FICA	0.0000	1.000	1834053.000		18,340.53	18,340.53
	Retirement	0.0000	100.000	22787.280		22,787.28	22,787.28
	Short Term / Long Term Disability	0.0000	1.000	260000.000		2,600.00	2,600.00
	Life Insurance	0.0000	100.000	81.360		81.36	81.36
	Workmens Compensation	0.0000	100.000	7192.370		7,192.37	7,192.37
Total for Fringe Benefits						134,871.04	134,871.04

Cost Analysis Detail for Compliance Plan and Cost Analysis Renewal - FY 2026
Agency: Tuscola County
Application: Compliance Plan and Cost Analysis Renewal - FY 2026

10/8/2025

	Line Item	Qty	Rate	Units	UOM	Total	State Grant
Total Program Expenses						375,384.04	375,384.04
Contractual							
1	Contracts for Attorneys						
	Assigned Counsel Notes : Felonies	1.0000	145.000	6045.000		876,525.00	876,525.00
	Assigned Counsel Notes : Misdemeanors	1.0000	130.000	4000.000		520,000.00	520,000.00
	Assigned Counsel Notes : Capital Cases	1.0000	155.000	1155.000		179,025.00	179,025.00
	Assigned Counsel Notes : Counsel at First Appearance	1.0000	130.000	61.520		7,997.60	7,997.60
	Appeals	1.0000	130.000	95.000		12,350.00	12,350.00
Total for Contracts for Attorneys						1,595,897.60	1,595,897.60
2	Contracts for Experts and Investigators						
	Experts	1.0000	50000.000	1.000		50,000.00	50,000.00
	Investigators	1.0000	50000.000	1.000		50,000.00	50,000.00
Total for Contracts for Experts and Investigators						100,000.00	100,000.00
3	Contracts for Construction						
4	Contracts Other						
	Lease Notes : Rolka Building for Office Manager and Managed	1.0000	18000.000	1.000		18,000.00	18,000.00

Cost Analysis Detail for Compliance Plan and Cost Analysis Renewal - FY 2026
Agency: Tuscola County
Application: Compliance Plan and Cost Analysis Renewal - FY 2026

10/8/2025

	Line Item	Qty	Rate	Units	UOM	Total	State Grant
	Assigned Counsel Administrator						
Total Contractual						1,713,897.60	1,713,897.60
Other Expenses							
1	Equipment						
2	Training/Travel						
	Training-CLE Training for Roster Attorneys Notes : CLE Training for Roster Attorneys	13.0000	50.000	12.000	HRS	7,800.00	7,800.00
	Registration Fees-Registration Fees-CDAM Trial College	1.0000	2500.000	1.000		2,500.00	2,500.00
	Mileage-Training/Travel Attachment : MIL_3_Tuscola Travel Policy.pdf	13.0000	0.700	176.000		1,601.60	1,601.60
	Meals-Training/Travel Attachment : MEA_4_2025 IRS Mileage Rate.pdf	13.0000	20.000	5.000		1,300.00	1,300.00
	Lodging-Training/Travel	13.0000	210.000	2.000		5,460.00	5,460.00
	Bar Membership-CAPD and MACA	2.0000	415.000	1.000		830.00	830.00
	SADO Membership	13.0000	75.000	1.000		975.00	975.00
	NAPD Membership	13.0000	40.000	1.000		520.00	520.00
Total for Training/Travel						20,986.60	20,986.60
3	Supplies/Services						
	Office Supplies	1.0000	6500.000	0.000		6,500.00	6,500.00
	Interpreters	1.0000	2000.000	0.000		2,000.00	2,000.00
	Transcripts	1.0000	11000.000	0.000		11,000.00	11,000.00

Cost Analysis Detail for Compliance Plan and Cost Analysis Renewal - FY 2026
Agency: Tuscola County
Application: Compliance Plan and Cost Analysis Renewal - FY 2026

10/8/2025

	Line Item	Qty	Rate	Units	UOM	Total	State Grant
	Notes : System has spend \$4,117.75 through FY25Q3. \$4117.75 x 4/3 x 2 (rate increase) = \$10,980.67						
Total for Supplies/Services						19,500.00	19,500.00
Total Other Expenses						40,486.60	40,486.60
TOTAL DIRECT EXPENSES						2,129,768.24	2,129,768.24
INDIRECT EXPENSES							
Indirect Costs							
1	Indirect Costs						
Total Indirect Costs						0.00	0.00
TOTAL INDIRECT EXPENSES						0.00	0.00
TOTAL EXPENDITURES						2,129,768.24	2,129,768.24

Cost Analysis Summary for Compliance Plan and Cost Analysis Renewal - FY 2026
Agency: Tuscola County
Application: Compliance Plan and Cost Analysis Renewal - FY 2026

10/8/2025

	Category	Total	State Grant	Narrative
DIRECT EXPENSES				
Program Expenses				
1	Personnel	240,513.00	240,513.00	The Managed Assigned Counsel Administrator will handle all administrative tasks. Depending on circumstances, he will assign traffic misdemeanors to those on the list or he will take some of the cases himself. The Office Manager will assist him in these tasks as an executive assistant who has been with the Managed Assigned Counsel Office since its inception and has gained such specialized program knowledge and worked beyond her role to such a great degree, that her promotion to Office Manager is essential to retain her on staff long term. The non-traffic misdemeanors, felonies, and capital cases will be assigned to attorneys on the list.
2	Fringe Benefits	134,871.04	134,871.04	These are the standard fringe benefits for Tuscola County, Michigan.
Total Program Expenses		375,384.04	375,384.04	
Contractual				
1	Contracts for Attorneys	1,595,897.60	1,595,897.60	<p>These numbers were projected using prior years financial status reports.</p> <p>Attorneys are paid the following rates for Tuscola County for the fiscal Year 2026. Those rates are:</p> <p>Misdemeanor/CAFA: \$130.00/hour Felony: \$145/hour Capital: \$155/hour</p> <p>Attorneys are paid the same rate through the entire lifecycle of the case. Expenses</p>

Cost Analysis Summary for Compliance Plan and Cost Analysis Renewal - FY 2026
 Agency: Tuscola County
 Application: Compliance Plan and Cost Analysis Renewal - FY 2026

10/8/2025

	Category	Total	State Grant	Narrative
				which are added to the case are billed and recorded separately from the hourly rates which pertain to Standard 8.
2	Contracts for Experts and Investigators	100,000.00	100,000.00	While FY 2025 is not over, we anticipate that we will be over our last years budget for experts and investigators. This is due to a a number of positive things. First, all attorneys on the panel are now aware of the availability of experts and investigators and they are all now engaged in using those services. Second, in FY 2025, Tuscola has located a peer mediator to assist justice involved individuals at a high risk of re-offense due to structural impediments resolve those impediments. Peer remediation can help people locate housing, recovery supports, benefits, and has helped create some drastic turnarounds in the lives of justice involved individuals in Tuscola County.
3	Contracts for Construction	0.00	0.00	
4	Contracts Other	18,000.00	18,000.00	The lease for office space is \$1500 per month.
Total Contractual		1,713,897.60	1,713,897.60	
Other Expenses				
1	Equipment	0.00	0.00	
2	Training/Travel	20,986.60	20,986.60	The training budget for this year largely mimics that for last year. It is important to keep our attorneys well versed in the changes in the law and we offer attorneys the ability to pick how they wish to attend trainings. Many attend CDAM conferences, some will watch CDAM online videos, and some will attend the Blanchard free online trainings. Assuming FY 2026 follows past trends this budget covers what is spent on training attorneys to the MIDC standards.
3	Supplies/Services	19,500.00	19,500.00	Transcript costs are increasing per page.

Cost Analysis Summary for Compliance Plan and Cost Analysis Renewal - FY 2026
 Agency: Tuscola County
 Application: Compliance Plan and Cost Analysis Renewal - FY 2026

10/8/2025

	Category	Total	State Grant	Narrative
	Total Other Expenses	40,486.60	40,486.60	
	TOTAL DIRECT EXPENSES	2,129,768.24	2,129,768.24	
	INDIRECT EXPENSES			
	Indirect Costs			
1	Indirect Costs	0.00	0.00	
	Total Indirect Costs	0.00	0.00	
	TOTAL INDIRECT EXPENSES	0.00	0.00	
	TOTAL EXPENDITURES	2,129,768.24	2,129,768.24	

Source of Funds for Compliance Plan and Cost Analysis Renewal - FY 2026
Agency: Tuscola County
Application: Compliance Plan and Cost Analysis Renewal - FY 2026

10/8/2025

Source of Funds

	Category	Total	State Grant	Local Share	Other Funding Sources	Narrative
1	Source of Funds					
	State Grant Contribution	1,874,569.01	1,874,569.01	0.00	0.00	
	Local Share Contribution	255,199.23	0.00	255,199.23	0.00	
	Program Revenue	0.00	0.00	0.00	0.00	
	Previous Year Unspent Funds	0.00	0.00	0.00	0.00	
	Total Source of Funds	2,129,768.24	1,874,569.01	255,199.23	0.00	
	Totals	2,129,768.24	1,874,569.01	255,199.23	0.00	

Tuscola County, Michigan FY2024 Cost Allocation Plan Review

Page 21 of 84

November 7, 2025

Ellen Gross & Stephanie Farrell

Agenda

1. *Cost Plan Components*
2. *Explanation of Variances*
3. *Title IVD Recoveries*
4. *General Fund Recoveries*
5. *Questions*

What is a Cost Allocation Plan?

An accounting document that identifies Countywide indirect costs and distributes those costs to benefitting departments.

What is a Cost Allocation Plan?

Definitions

Central Service Department – also known as a Contributing Department; these are departments whose activities are for the benefit of other County departments, not directly for the benefit of the public. Examples: Human Resources, IT, Building & Grounds maintenance.

Receiving Department – also known as Benefitting department, or Operating department. These are the departments, funds, and programs of the County that operate for the benefit of the public. Examples: courts, law enforcement, parks and recreation.

Direct Cost – a cost incurred for the benefit of a specific program, project, or task. Examples: wages and fringe benefits, office equipment and supplies.

Indirect Cost – a cost incurred for the benefit of multiple programs, projects, or tasks. Cannot be assigned or identified as specifically related to a single task or program without an effort disproportionate to the results achieved

Incoming Cost – a cost allocated to one central service department from another, and added to that department's costs for further allocation.

Cost Plan Structure

1

Cover & Introduction

Providing information on the fiscal year data included, the adherence to 2 CFR Part 200 guidelines, and certification from a county official that the data presented is true and accurate.

2

Table of Contents

Listing of Central Service departments, functions, & allocation bases.

3

Summary Schedule

Matrix identifying the allocations from Central Service department to the corresponding Receiving departments.

4

Detail Schedules

Each Central Service department has a detailed schedule of (A) direct costs, (B) incoming costs, (C) allocations by function, and (D) summary of allocations.

Reading a Cost Plan

Summary Schedule

Receiving Departments

Summary Schedule

Seq #	Department Name	101-101 Board of Comm	101-104 Special Programs	101-130 Unified Court	101-133 Title IV CPLR Grant	101-147 Jury Commission
1	Building Depreciation	\$1,958	\$0	\$17,455	\$0	\$0
2	Equipment Depreciation	0	0	33,264	0	0
3	101-104 Postage	0	0	1,312	0	2,233
4	101-202 Professional Services	326	224	1,527	16	23
5	101-211 Legal Services	947	27	9,845	14	28
6	101-223 Controller	6,115	4,249	53,549	327	305
7	101-253 Treasurer	2,710	1,857	12,678	134	192
8	101-259 Computer Ops	18,640	0	268,972	0	7
9	101-265 Building & Grounds	4,252	0	153,032	0	20
10	101-266 Human Svcs Bldg Maint	0	0	0	0	0
11	101-303 Security	0	0	96,351	0	0
12	101-865 Insurance	530	3	9,068	1	9
13	101-863 Sick & Vacation Fringes	1,663	0	851	0	34
Total Current Allocations		\$37,142	\$6,360	\$657,902	\$492	\$2,852
Less: Prior Year Allocations		0	0	0	0	0
Carry-Forward		0	0	0	0	0
Current Adjustment		0	0	0	0	0
Proposed Costs		\$37,142	\$6,360	\$657,902	\$492	\$2,852

Contributing
Departments

Reading a Cost Plan

Contributing Department Direct Costs

Department
Costs

Functions

A. Department Costs

Description	Type	Amount	General Admin	Courthouse
Personnel Costs				
Salaries	S1	\$113,361	\$0	\$113,361
Fringe Benefits	S	31,483	0	31,483
Subtotal - Personnel Costs		\$144,844	\$0	\$144,844
Services & Supplies Cost				
727.000 Supplies, Printing & Postage	S	0	0	0
932.000 Equipment Repair & Maint	S	7,106	0	7,106
Laundry	S	46	0	46
Subtotal - Services & Supplies		\$7,151	\$0	\$7,151
Department Cost Total		\$151,995	\$0	\$151,995
Adjustments to Cost				
Subtotal - Adjustments		\$0	\$0	\$0
Total Costs After Adjustments		151,995	0	151,995
General Admin Distribution			0	0
Grand Total		\$151,995	\$0	\$151,995

Reading a Cost Plan

Contributing Department Incoming Costs

B. Incoming Costs (Default Spread Salary)

Seq #	Department/Cost Pool	First Incoming	Second Incoming	Courthouse
2	Courthouse Phone System	\$107	\$0	\$108
2	GASB 96 / SBITA	220	1	221
	Subtotal - Equipment Depreciation	328	1	329
4	Audit GF	300	5	305
4	Cost Plan	723	17	740
	Subtotal - 101-202 Professional Services	1,023	22	1,046
5	Legal	335	4	339
5	Labor	330	4	335
	Subtotal - 101-211 Legal Services	665	9	674
6	Dept. Admin	1,315	126	1,441
6	Accounting	429	40	470
6	Payroll/HR	1,089	104	1,193
	Subtotal - 101-223 Controller	2,833	270	3,103
7	GF Accounting	1,554	980	2,534
	Subtotal - 101-253 Treasurer	1,554	980	2,534
8	Network	1,879	37	1,915
8	KRONOS	236	4	240
	Subtotal - 101-259 Computer Ops	2,114	41	2,155
9	Phone Service	671	0	671
	Subtotal - 101-265 Building & Grounds	671	0	671
12	Liability	0	32	32
12	Public Officials	0	247	247
	Subtotal - 101-865 Insurance	0	280	280
13	Sick / Vacation Fringes	0	1,096	1,096
	Subtotal - 101-863 Sick & Vacation Fringes	0	1,096	1,096
Total Incoming		\$9,189	\$2,699	\$11,887
C. Total Allocated			\$163,883	\$163,883
				100.00%

Reading a Cost Plan

Allocation Summary

Page 29 of 84

Allocation Summary			
Seq #		Department Name	Total
16	101-130 Unified Court	\$96,351	\$96,351
19	101-151 Adult Probation	3,533	3,533
21	101-215 Clerk	14,474	14,474
55	215 FOC	20,715	20,715
78	260 Mngd Assignd Council (MIDC)	1,236	1,236
94	292 Child Care	9,283	9,283
140	Other	18,291	18,291
Direct Bills		\$0	\$0
Total		\$163,883	\$163,883

Receiving
Departments

Function(s)

The **Total** is the
amount
identified on the
Summary
Schedule for
each receiving
department

Explanation of Variances between FY24 and FY23

1. Lease Information & Amortization Adjustments

- *Lease data incorporated this year for more accurate cost plan amounts.*
 - **Dost Building (GASB 87 Amortization):** \$39K
 - **ImageSoft (GASB 96 Amortization):** \$21K
 - **Fund 244 – Capital Improvements:**
 - *Identified **Pure Storage** software subscription (\$300K one-time expense).*
 - *Internal amortization schedule created to depreciate over **5 years** (benefits expected 5–7 years).*
 - *Allocated using **device count**, consistent with ImageSoft.*

2. Computer Operations (101-259)

- **Overall increase in departmental expenditures:**
 - *Higher costs in **965.020 Service Contracts**.*
 - *Additional expenses from **Fund 244**.*
 - *Most costs allocated to **Network cost pool** (based on device count).*
- **Device count changes + higher expenditures led to the following year-over-year impacts:**

3. Buildings & Grounds (101-265)

- **Slight cost decrease this year:**
 - *No Buildings & Grounds–specific charges to **Fund 244**.*
- **Time study variances:**
 - *Increased time → Courthouse, Cooperative Extension, Other Property*
 - *Decreased time → Purdy Building, Adult Probation, Jail*

FOC & PA – IV-D Recoveries

Department		FY2024 Total	FY2023 Total	FY2022 Total	3 Year Average
Friend of the Court		\$192,423	\$179,756	\$182,796	
Prosecuting Attorney		155,404	147,172	130,382	
Total current Allocations	A	347,827	326,928	313,178	
Less Prior Year Allocations	B	313,178	325,825	278,758	
Carry-Forward	C= A - B	36,649	1,103	34,420	
Proposed Costs	A + C	382,477	328,031	347,598	
Recoveries	66%	\$252,435	\$216,501	\$229,415	\$232,784

Using the CAP to Recover Revenue to the General Fund

Just as the costs in the plan are identified and allocated following consistent, equitable, and fair methods, the application of the fees charged to other Funds and Programs should follow these principles as well.

Page 32 of 84

Research

All special revenue funds, millage funds, and other programs have definitions about how funds can be used. In some cases, these exclude indirect costs. Research the terms of all funding before charging indirect costs.

CAP Calculations are not the Only Consideration

The CAP identifies the maximum indirect costs that can be justified, and most programs and funds are not meant to be fully self-funded and are unlikely to have the necessary funding for full recovery.

Consistent, Equitable, and Fair

When determining the policy for charging funds and programs for administrative indirect costs, any determination of capped amounts or discounted fees should be applied equitably to all.

Suggested Paths for Implementation

User Fees

- *Clerk, Registrar, Planning & Building, Animal Shelter, Recycling, community policing, Parks, GIS – these and other funds may need to recalculate the fees charged to the public to include administrative indirect costs as part of the operating expenditures and costs of services.*

Grants and other Funding

- *In addition to the Child Support Enforcement Title IV-D Cooperative Reimbursement program, there are likely other grants the County uses or could use to recover funds. Indirect costs are often allowed as part of these grant and federal program dollars.*

Gradual & Capped Fees

- *Start small and build. Cap the fees at percentage of fund balance or of annual revenue. Be consistent and equitable in policy.*

Estimating Recoveries – Special Revenue Funds

- *Implementing administrative fee charges will bring increased scrutiny from department heads responsible for these budgets.*
- *The MIDC is currently working on clarifying their policy on indirect costs. We hope to get this through their committee as fully allowable, but no final word yet.*
- *Indirect costs charged to the Child Care Fund may already be partially recovered.*

Receiving Dept Name	FY2024 Actuals	FY2023 Actuals	FY2022 Actuals	ESTIMATED FY26 ALLOWABLE RECOVERIES
201 Road Commission	2,189	2,213	2,323	2,189
207 Sheriff	74,572	67,185	55,416	74,572
208 Parks	12,554	12,237	13,222	12,554
218 Dispatch / 911	100,817	93,041	83,066	100,817
221 Health Dept	21,927	30,928	23,543	21,927
224 Regional DWI Court Grant	27,828	20,557	18,621	27,828
230 Recycling	46,492	45,367	50,125	46,492
239 Animal Shelter	86,427	86,861	97,856	86,427
240 Mosquito Control	91,169	79,155	62,179	91,169
260 Managed Assigned Counsel (MIDC)	39,078	30,568	26,344	*
279 Voted MSU	46,468	34,742	29,308	
292 Child Care	81,575	108,293	119,299	*
DHHS Building	61,755	65,227	39,746	61,755
Others	184,140	171,478	185,296	184,140
TOTAL	876,992	847,852	806,346	876,992

Proposal to:

Scan Building Code Maps On-Site

Presented to:

**Tuscola County
Buildings & Grounds Supervisor
125 W. Lincoln St
Caro, MI 48723**

Presented by:

**US Imaging, Inc.
400 S. Franklin Street
Saginaw, MI 48607
www.us-imaging.com**

Troy Price
Northeast Account Manager
tprice@us-imaging.com
(989) 714-0469

Joshua Dosson
Northeast Account Manager
jdosson@us-imaging.com
(989) 992-3890

April 24, 2024



April 24, 2024

Mike Miller
Building & Grounds Supervisor
Tuscola County
125 W. Lincoln St
Caro, MI 48723

US Imaging, Inc. is pleased to present this proposal to scan **Building Code Maps** onsite for Tuscola County. Our team will provide Tuscola County with an unparalleled combination of county expertise, proven processes, and state-of-the-art technology to provide the highest quality images and indexes possible. US Imaging understands the scope of work required, the critical success factors, and the County's goals. US Imaging has become America's premier County Conversion Service for the following reasons:

- **Experience** – We have been in the imaging business for 48 years and have successfully served over 1,000 Counties nationwide. We are the only scanning vendor in America that exclusively serves Counties.
- **3 Stage Process** – Our unique 3 stage process allows us to provide the highest quality at the lowest price while providing the County with complete control over the image quality and project budget.
- **Stage 1: On-Site Scanning** – County Records are irreplaceable and extremely valuable; therefore, we scan all media on-site.
- **State-of-the-Art Scanners** – We are a beta test site for multiple scanner manufacturers and receive new technology several months before our competitors. We are constantly upgrading and operating the latest scanners for Bound books, Photostat books, Rollfilm, Cards, Aperture Cards, and Drawings.
- **ImageXpress** – A software utility that allows Counties to easily access images by book-page #, document #, quickly scroll through an entire book, roll, jacket or aperture card, view both TIFF & JPEG images, adjust JPEG grayscale contrast, crop, deskew, redact, mask, print, save or e-mail images as needed.
- **Stage 2: Double Inspect, Group, Name, & Verify** – 100% of the images are inspected for legibility, grouped together as documents, and named by two separate operators and compared electronically, any mismatches are inspected by a third operator and corrected for 100% accuracy.
- **Poor Quality Reporting** – 100% of the images are inspected two times as 12" x 18" images on 27" portrait monitors for legibility. We will provide a detailed report of Book-Page # or Document-Page # and the reason that it has been reported as poor quality: too light, too dark, blurry, A Page, retake, missing, etc.
- **ImageReview** – A software utility that sorts and filters the images on the poor quality image report and displays the poor quality images. The County can easily uncheck images that are of acceptable quality.
- **Stage 3: Image Enhancement** – US Imaging can adjust the poor contrast of an entire roll, splice, book, jacket, aperture card, document, page, or any specific area on a page to provide the most legible images possible.
- **Image & Index Formatting** – US Imaging has export formats for every County Records Management System on the market.
- **Guaranteed Quality** – If a County is ever unsatisfied with any image or index, we will correct it for free.

We appreciate the opportunity to present our services and look forward to working with you. If you have any questions, please call (989) 992-3890 or e-mail jdosson@us-imaging.com.

Sincerely,

A handwritten signature in cursive script that reads "Josh Dosson".

Joshua Dosson
Northeast Account Manager
US Imaging, Inc.

Tuscola County Requirements:

- **Work Area** - County will provide a 12' x 18' (minimum) space inside the County Building, near the vault with access 24 hours per day, 7 days a week, electricity, lighting, and heat/air to allow on-site scanning.
- **Hardware** – County will allocate sufficient hard drive storage to import TIFF images into the system.
- **Import** – County will work with their software vendor to import images into the Records Management System.
- **Pilot** - County will inspect the first 1,000 images each time that the media changes and approve image quality, naming, formatting, and index accuracy or request changes prior to completing Stage 2 and 3.
- **Poor Quality Image Report** – County will review images on the poor quality image report and approve the enhancement of Poor Quality images.

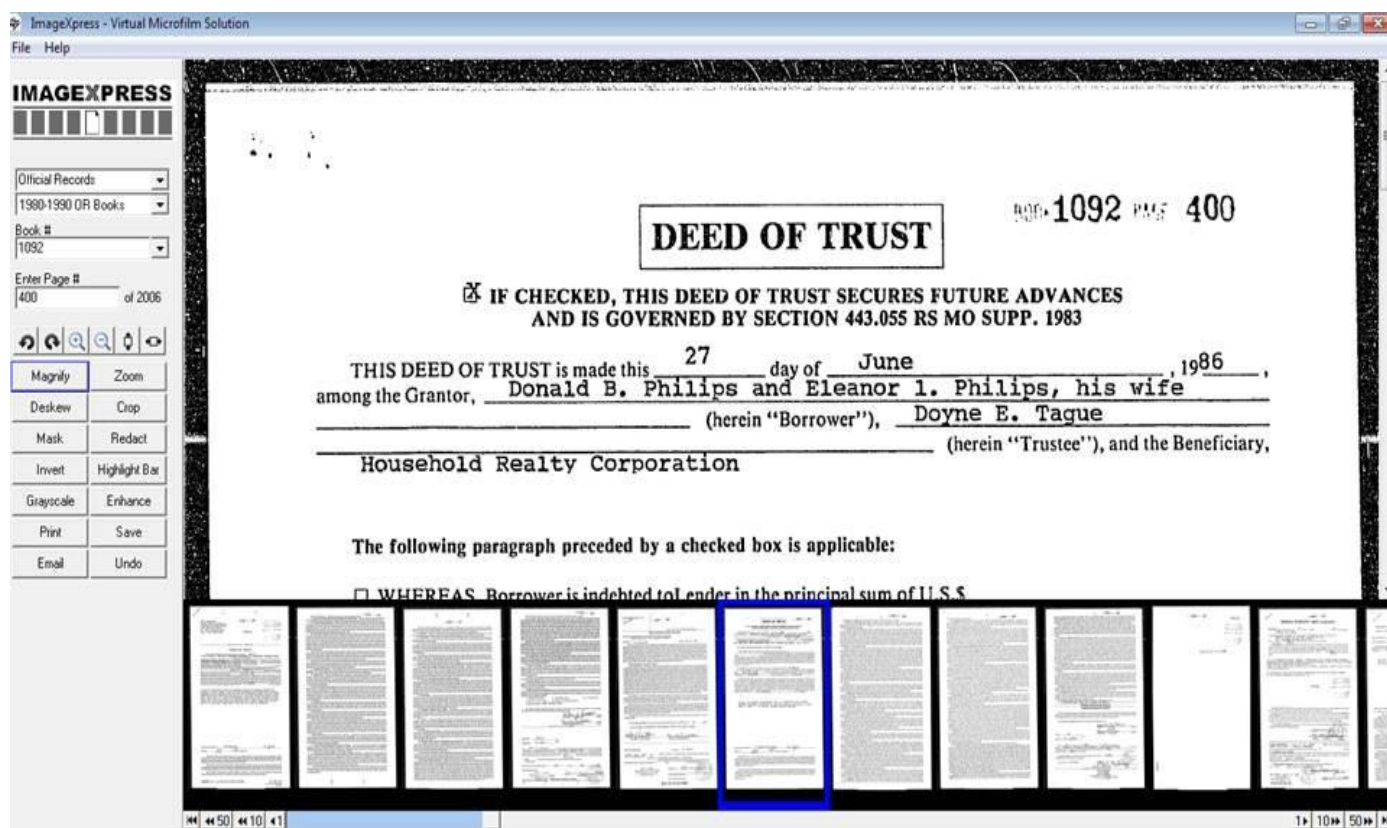
US Imaging Requirements:

Stage 1 – Capture & Pilot

- **On-Site Scanning** – We will provide all necessary hardware, software, staff, and project managers to perform scanning on-site 24 hours per day, 7 days a week. If access to the books is less than 24/7, the time and investment to complete will change according to the days and hours available.
- **Inventory** – US Imaging Staff will create an inventory report of all the media types for the entire range of images that require capture. This on-line report will be utilized to track the progress of the project from start to finish.
- **Book Tracking** – Labels will be applied to the County's shelving units to identify the location where books are to be returned after scanning. Labels will be removed once scanning is completed.
- **Book Inspection** - If books or pages in mechanical binders require sorting or preparation, we can sort or prep them for \$47.50 per hour. If pages are too fragile to handle, we will bring this to the County's attention and recommend a Book Restoration and Binding Company.
- **Book Handling** - Books will be removed from shelves in sequential order. Bound pages will remain in the binder and placed in a custom book cradle during capture to hold two pages (left & right) open, flat, level and in focus. Pages in mechanical binders that are smaller than 12" will be removed from the binders and fed through a document scanner. After scanning, pages will be placed back into mechanical binders and books will be put back onto shelves in order.
- **Bound Book Scanning** – Pages within a bound (sewn or glued) binder will not be cut and the pages and binder will remain intact. Pages will be scanned on a book scanner at 300dpi and are saved as color JPEG images. Our Book Scanners will capture two pages (left & right) per image, utilize book cradles to hold pages level & a glass platen will flatten the pages to minimize spine curvature and allow the scanner to obtain consistent focus and sharpness across both pages.
- **Mechanical Book Scanning** – Handwritten, Typed and Photostat pages are removed from mechanical binders and are scanned in color at 300dpi and are saved as color JPEG images. Pages are fed through an automatic document feeder and capture the front and back of the page simultaneously to create two individual JPEG images. Scanners will be cleaned each time vertical lines appear to minimize file size and eliminate data from being covered up.
- **Plat Inspection/Preparation** – This will include unbinding, unrolling, unfolding documents, mending tears and bent corners, and orientating pages for optimum scanning throughput.
- **Plat Scanning** – Plats will be scanned with a large format Drawing Scanner at 300 dpi Grayscale JPEG images and 300 dpi Black and White TIFF images. Capturing grayscale JPEG images allows US Imaging to enhance black and white TIFF images at any point in the future without having to physically rescan the pages. All JPEG images are sequentially numbered by a zero-filled 8-digit number and stored in folders named by the Document Type and Book #.
- **On-Site Content Inspection** – After scanning, our on-site staff will inspect 100% of the pages as 1"x1.5" thumbnail images to confirm that no pages have been double-fed, cut off, stretched, or contain scanner errors. Any pages with these issues will be rescanned at no charge before the on-site team leaves the premises. If pages are sequentially numbered within each book, our on-site staff will confirm that the quantity of images within each book directory matches the last page number within each book. If there are any mismatches between the number of images and the number of pages, they will be corrected if present or noted in the production report. 100% of the JPEG and TIFF images will be thoroughly inspected for legibility and image quality as 12"x18" full size images in Stage 2.
- **JPEG to TIFF Conversion** – All JPEG images will be converted to 300dpi single page Black & White TIFF images with Group IV compression. TIFF images will be sequentially numbered by a zero-filled 8-digit number and stored in folders named by the Document Type and Book #.
- **Automatic Crop & Deskew** - Each TIFF image will be run through a software program to remove solid black borders and automatically deskew crooked pages to reduce file size by approximately 25%. Despeckle is not performed on

scanned images as it has a tendency to remove punctuation.

- **Automatic Polarity Reversal** – Each TIFF image will be automatically reversed. Black images with white text will be reversed to white images with black text. If Dual Polarity exists, it will be corrected in Stage 3.
- **USB Hard Drives** – All single page JPEG and TIFF images will be copied to two sets of external USB Hard Drives. One set will be shipped to the County for review and on-site backup. One set will be stored at US Imaging for additional processing and off-site backup.
- **ImageXpress Software** – We will provide a web-based software utility called *ImageXpress* to allow the County to retrieve US Imaging-hosted single-page TIFF and JPEG images until final images from Stage 3 are completed and imported into the Records Management System. End users can retrieve digital images in the same manner as they currently do from microfilm and books, only much faster! Digital images can be viewed at Fit to Height, Fit to Width, Zoomed, Deskewed, Cropped, Redacted, Masked, Inverted, and viewed in Black & White or Grayscale. Grayscale images can be adjusted lighter and darker and multiple pages can be selected for printing, saving, or e-mailing as TIFF, JPEG, or PDF. Training will be provided via GoToMeeting at no charge. Annual license and hosting fees will be assessed until the Stage 3 invoice is paid.

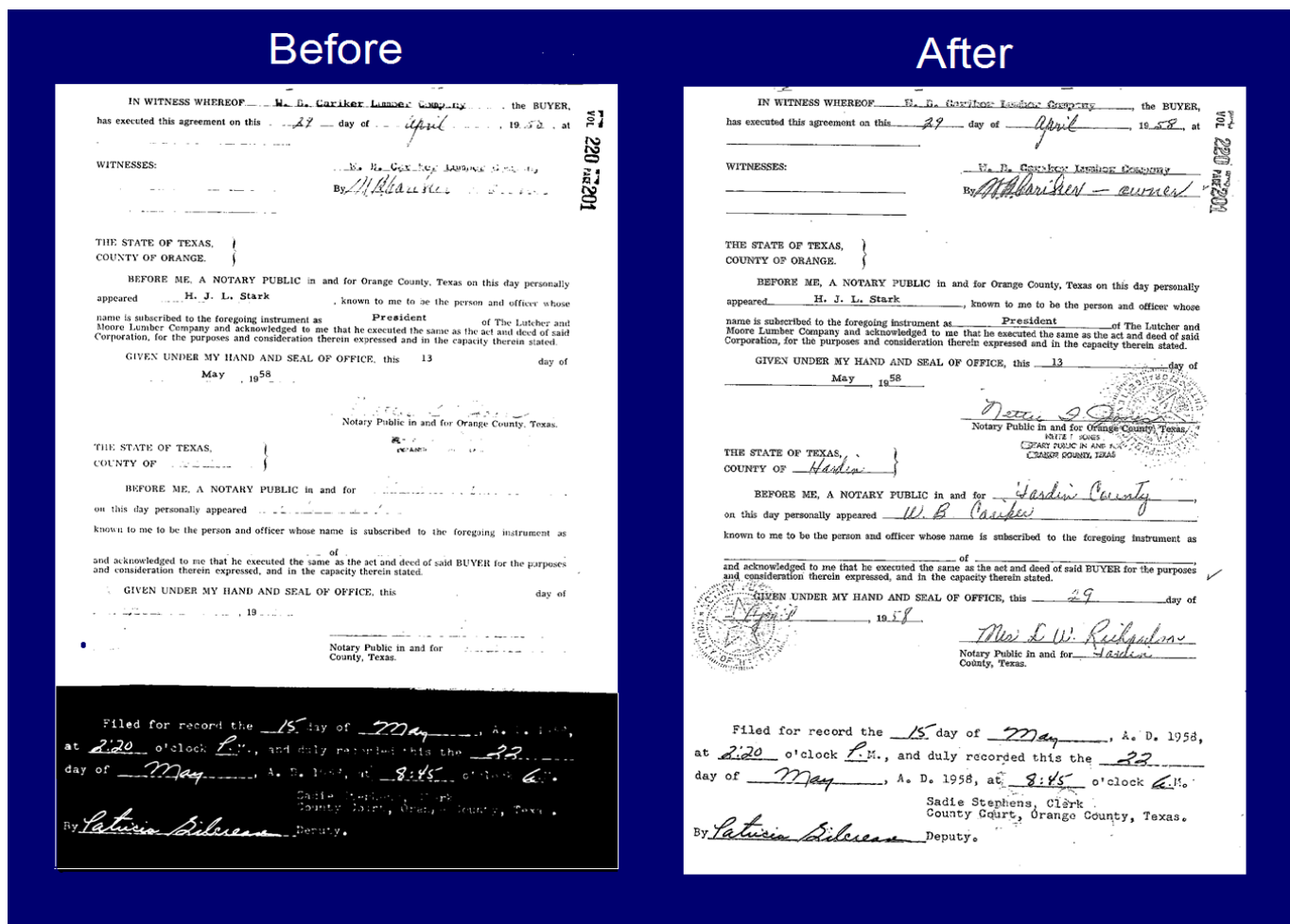


Stage 2 – Crop, Double Inspect, Group, Name, and Verify

- **Excess Border Removal** – Due to certain page sizes the automatic crop included in Stage 1 may leave large white borders, black borders, black lines, and shadows on the images. Manual cropping can be performed to provide a more accurate original page size, fewer bytes per image, and better performance of your system and the overall appearance of every image. No data or marginal notations will be removed from the image during this process.
- **Single Inspect & Report Quality** – Each black and white TIFF image will be visually inspected as a 12" W x 18" H image on 27" Portrait monitors and compared to the color or grayscale JPEG image on a second monitor and TIFF images with missing light data or gray shaded boxes that turn black with be reported as poor quality. Our staff will also check for sequential page order, missing pages, duplicate pages, "A" pages, retakes, and image quality. Particular attention is to be given to the Party Names, Dates, Legal Descriptions, and Signatures during this process. If any part of the image is considered illegible it will be added to the Poor Quality Image Report. The poor quality issues that will be identified in the report are image too dark, image too light, blurry, white spots, black spots, poor original, out of order, missing, duplicate, "A" page & retake.
- **Double Inspect & Verify (Optional)** – Image quality is subjective, and we highly recommend a second opinion. 100% of the images will be inspected and reported a second time by a second inspector. The poor quality images identified by the first inspector and the second inspector will be consolidated into one Poor Quality Image Report to guarantee the highest image quality possible.
- **Page Duplication** – Handwritten Books commonly have multiple documents on a single page. These pages are duplicated so that each document can have its own set of images. A 600-page handwritten book will typically contain 900 documents; thus 300 pages will be duplicated.
- **Double Page Duplication (Optional)** – Duplication of pages is performed a second time and the second set of duplicated images are electronically compared against the first set of duplicated images and any mismatches are corrected by a third set of operators to provide the most accurate duplicating possible.
- **Manually Group & Name** – During scanning, images are captured as single images and stored in folders by each Book #. If Computer Index data is not available, our staff will manually group individual images together as documents and name each document by the Book-Page # of the first page of each new document in a single pass at 98% accuracy.
- **Double Group, Name, & Verify (Optional)** – Manual grouping and naming is prone to human errors, and we highly recommend double grouping and naming to eliminate them. 100% of the images will be grouped and named a second time by a second indexer. The documents and naming identified by the first indexer and the second indexer will be compared electronically and any mismatches will be inspected, verified, and corrected by a third indexer to guarantee the highest grouping and naming accuracy possible.
- **USB Hard Drives** – 100% of the inspected, cropped, grouped, named, and verified TIFF images, will be copied to two sets of external USB Hard Drives. One set will be shipped to the County for review and on-site backup. One set will be copied to the Stage 1 drive and stored at US Imaging for off-site backup.

Stage 3 – Enhance & Format

- **Image Enhancement** – US Imaging will adjust the poor contrast of an entire page or any specific area on a page to provide the most legible images possible. If the County is not satisfied with the legibility of any image, at any time, US Imaging will enhance the TIFF image from the JPEG backup image without having to physically rescan the original media.
- **Masking (Optional)** – Pages with multiple documents on a page can have unwanted documents masked so only one document is visible at a time. Page numbers, page margins, and the overall format of the page will not be changed.
- **Dual Polarity Correction** – The majority of Photostat pages have a black background with white text; however, some pages contain a mix where a portion of the page contains a black background with white text, and another portion contains a white background with black text. US Imaging has the unique ability to correct this issue and adjust the background polarity, so the entire page contains a white background with black writing. This will reduce storage space and will save a huge amount of toner when printing.
- **Marginal Notations** – Photostat Books commonly contain a white border around the black page. Book-Page #, Reference Book-Page #, and Release information are commonly located in this white border and are called Marginal Notations. We have the unique ability to include these notations in the image and make all the background white and all the text and handwriting black.
- **Formatting** – We will format images and indexes for remote importing into the County's Records Management System.
- **USB Hard Drives** – All formatted images will be copied to two sets of external USB Hard Drives. One set will be shipped to the County for import and on-site backup. One set will be copied to the Stage 1 drive and stored at US Imaging for off-site backup.



Phase 1: Estimated Investment to Scan Building Code Maps On-Site

Maps (24" x 36")

456 Rolls	@	81 Images per Roll (Building Plans)	=	36,765 Images
3 Rolls	@	20 Images per Roll (Courthouse Plans)	=	60 Images
7 Rolls	@	40 Images per Roll (County Property)	=	280 Images
37,105 Images	@	20% Poor Quality	=	7,421 Poor Quality
37,105 Images	@	20% Dual Polarity / Marginal Notations	=	7,421 Dual Polarity
37,105 Images	@	150 Plats Prepped per Hour (2 Staff)	=	248 Prep Hrs./ 2 Staf
37,105 Images	@	200 Plats Scanned per Hour (2 WF Scanners)	=	186 On-Site Hours
186 Hours	@	22 Hours per Day with 24 Hour Access	=	9 On-Site Days
37,105 Images	@	200 Images per Gigabyte for Color/Grayscale JPEG Format	=	186 GB for JPEG's
37,105 Images	@	2,000 Images per Gigabyte for B&W TIFF Format	=	19 GB for TIFF's

Stage 1

		\$500.00 Travel & Setup for On-Site Scanning	=	\$500.00
9 Days	@	\$1,250.00 Per Day On-Site with 24 Hour Access	=	\$11,250.00
37,105 Images	@	\$3.65 Per Image to Prep, Scan, & Inspect 300dpi JPEG	=	\$135,433.25
37,105 Images	@	\$0.03 Per Image to Convert JPEG to B&W TIFF	=	\$1,113.15
1 License	@	\$1,000.00 Per <i>ImageXpress</i> Web License, Annual Hosting	=	\$1,000.00
205 GB	@	\$1.00 Per Gigabyte Server Storage, Annual Hosting	=	\$205.00
2 Drives	@	\$150.00 Per USB Hard Drive, Copying & Backup	=	\$300.00
1 Shipment	@	\$35.00 Per USB Hard Drive Shipment	=	<u>\$35.00</u>
				\$149,836.40

Stage 2

36,765 Images	@	\$0.12 Per Image to Remove Excess Borders	=	\$4,411.80
36,765 Images	@	\$0.10 Per TIFF to Single Inspect & Report to 98% Quality	=	\$3,676.50
36,765 Images	@	\$0.10 Per TIFF to Double Inspect & Report to 100% Quality	=	\$3,676.50
36,765 Images	@	\$0.60 Per TIFF to Single Group & Name to 98% Accuracy ¹	=	\$22,059.00
36,765 Images	@	\$0.60 Per TIFF to Double Group & Name to 100% Accuracy¹	=	\$22,059.00
1 Drive	@	\$25.00 Per Small USB Hard Drive, Copying	=	\$25.00
1 Shipment	@	\$35.00 Per USB Hard Drive Shipment	=	<u>\$35.00</u>
				\$55,942.80

Stage 3

7,421 Images	@	\$1.25 Per TIFF to Enhance & Replace Poor Quality	=	\$9,276.25
7,421 Images	@	\$0.12 Per Image to Reverse Dual Polarity	=	\$890.52
7,421 Images	@	\$0.12 Per Image to Reverse Marginal Notations	=	\$890.52
1 Drive	@	\$25.00 Per Small USB Hard Drive, Copying	=	\$25.00
1 Shipment	@	\$35.00 Per USB Hard Drive Shipment	=	<u>\$35.00</u>
				\$11,117.29

Total Investment = \$216,896.49

¹ Name by Address & Site Name

Phase 2: Estimated Investment to Scan Building Codes On-Site

Letter/Legal Files

32 Boxes	@	27 Inches per Box	=	864 Inches	
864 Inches	@	200 Pages per Inch	=	172,800 Pages	
172,800 Pages	@	20% Double Sided Pages	=	34,560 Backsides	
207,360 Images	@	15 Images per File	=	13,824 Files	
207,360 Images	@	18% Poor Quality	=	37,325 Poor Quality	
172,800 Pages	@	1,200 Pages Prepped per Hour (2 Staff)	=	144 Prep Hrs / Staff	
172,800 Pages	@	1,600 Pages Scanned per Hour (2 Scanners)	=	108 On-Site Hours	
252 Hours	@	22 Hours per Day with 24 Hour Access	=	12 On-Site Days	
345,600 Images	@	400 Images per Gigabyte for Color/Grayscale JPEG Format	=	864 GB for JPEG's	
207,360 Images	@	4,000 Images per Gigabyte for B&W TIFF Format	=	52 GB for TIFF's	

Stage 1

		\$300.00 Travel & Setup for On-Site Scanning (Incl. in Phase 1)	=	\$0.00	
12 Days	@	\$1,250.00 Per Day On-Site with 24 Hour Access	=	\$15,000.00	
172,800 Pages	@	\$0.16 Per Page to Scan & Inspect 300dpi JPEG	=	\$27,648.00	
345,600 Images	@	\$0.015 Per Image to Convert JPEG to B&W TIFF	=	\$5,184.00	
1 License	@	\$1,000.00 Per ImageXpress Web License, Annual Hosting (Incl. in Phase 1)	=	\$0.00	
916 GB	@	\$1.00 Per Gigabyte Server Storage, Annual Hosting	=	\$916.00	
2 Drives	@	\$250.00 Per USB Hard Drive, Copying & Backup (Incl. in Phase 1)	=	\$0.00	42%
1 Shipment	@	\$25.00 Per USB Hard Drive Shipment (Incl. in Phase 1)	=	<u>\$0.00</u>	\$48,748.00

Stage 2

138,240 Images	@	\$0.02 Per TIFF to Delete Blank Backsides	=	\$2,764.80	
207,360 Images	@	\$0.05 Per TIFF to Single Inspect & Report to 98% Quality	=	\$10,368.00	
207,360 Images	@	\$0.05 Per TIFF to Double Inspect & Report to 100% Quality	=	<u>\$10,368.00</u>	
13,824 Files	@	\$0.90 Per TIFF to Auto Group & Single Name by to 98% Accuracy ¹	=	\$12,441.60	
13,824 Files	@	\$0.90 Per TIFF to Auto Group & Double Name by to 100% Accuracy ¹	=	<u>\$12,441.60</u>	
1 Drive	@	\$150.00 Per USB Hard Drive, Copying (Incl. in Phase 1)	=	\$0.00	42%
1 Shipment	@	\$25.00 Per USB Hard Drive Shipment (Incl. in Phase 1)	=	<u>\$0.00</u>	\$48,384.00

Stage 3

37,325 Images	@	\$0.50 Per TIFF to Enhance & Replace Poor Quality	=	\$18,662.50	
1 Drive	@	\$150.00 Per USB Hard Drive, Copying (Incl. in Phase 1)	=	\$0.00	16%
1 Shipment	@	\$25.00 Per USB Hard Drive Shipment (Incl. in Phase 1)	=	<u>\$0.00</u>	\$18,662.50

Total Investment = \$115,794.50

¹Name by Plan # and Site Name

ACCEPTANCE AND AUTHORIZATION:

All services and prices are valid for one year from the quote date unless otherwise extended and agreed upon by US Imaging and the County. The proposed quantities above are estimated; invoiced quantities will be actual. Invoices will be issued at the completion of each Stage or Hard Drive shipment.

All hard drives, images, and indexes are the exclusive property of the County. US Imaging will not reproduce or distribute Tuscola County images and/or indexes to any other entity without the County's express permission.

Tuscola County may designate acceptance of this proposal by the signature of a duly authorized officer of the company. Total costs for initial implementation and ongoing costs have been described herein.

During the term of this agreement, US Imaging, Inc. agrees to extend quoted per item prices, terms, and conditions to all Government Agencies that may benefit from Cooperative Purchasing as applicable by their local and state regulations.

In exchange for products and services outlined in this proposal, Tuscola County agrees to pay US Imaging, Inc. the total amount due within 30 days from the date of invoice. Any amounts outstanding will be assessed a finance charge of 1.5% per month on the unpaid balance.

US Imaging also reserves the right to collect monies owed in the event of nonpayment and recover any and all legal fees in addition to the unpaid balance.

Accepted by:

Mike Miller
 Building & Grounds Supervisor
 Tuscola County
 125 W. Lincoln St.
 Caro, MI 48723

Signature: _____

Date: _____

Accepted by:

Joshua Dosson
 Northeast Account Manager
 US Imaging, Inc.
 400 S. Franklin Street
 Saginaw, MI 48607

Signature:  _____

Date: April 24, 2024

Please Check the Approved Stage(s):

_____ Phase 1: Scan Building Code Maps On-Site	=	\$191,160.99
_____ Phase 2: Scan Building Codes On-Site	=	<u>\$92,984.90</u>
Total Estimated Investment	=	<u>\$284,145.89</u>

Optional Services

_____ Stage 2: Double Inspect & Report to 100% Quality	=	\$14,044.50
_____ Stage 2: Double Duplicate, Group & Name to 100% Accuracy	=	<u>\$34,500.60</u>
Total Estimated Investment with All Options	=	<u>\$332,690.99</u>



TOTAL FIRE PROTECTION, INC.

TEL: (616) 735-2300
FAX: (616) 735-2330
WWW.TOTALFIRE.BIZ

5385 PATTERSON AVE SE, SUITE C • GRAND RAPIDS, MICHIGAN 49512

September 19, 2025

Submitted to: Mike Miller, mmiller@tuscolacounty.org, 989-550-8836
Worksite: 222 East Grant St, Caro, MI 48723

Existing Document Storage Fike System Conversion & Tank Sale

This proposed system features a new control panel and smoke detectors, creating a UL-listed and NFPA 2001-compliant clean agent fire suppression system. The current control panel is not listed with the Fike suppression cylinders; this was utilized as a temporary solution for document relocation. This solution will provide a working clean agent fire suppression system that maintains compliance with a control panel upgrade. The cylinders will be sold with this purchase, as they are currently on loan, and any usage would incur an extra cost before this proposal is accepted.

- Sealing improvements– The existing wall to the left as you enter the space has exposed block cores. That ledge will need to be patched and sealed to avoid agent loss. The space around and behind the large I-beam will need to be patched with an airtight seal.
- Automatic door closers and floor sweeps are required, per code, to allow the agent to stay in the space during or after a discharge.

Base Bid: Existing Vault Document Storage FM200 Fike Tank & Panel Conversion

This option suppresses fire by reducing the oxygen level inside the space and actively disrupting the chain reaction that causes fire.

- 1 – Fike 375lb FM-200 Agent Container w/ 380lbs of FM-200 agent
- 1 – Fike 650lb FM-200 Agent Container w/ 440lbs of FM-200 agent
- 2 – Associated tank bracketing, Manifold Components, and Actuators
- 1 – Fike SHP Pro Control Panel
- 24 – Fike Conventional Smoke Detectors with Bases

Total cost (FM-200): **\$14,176.00**

Fourteen Thousand One Hundred Seventy-Six Dollars

Sincerely,
Alex Proos
Total Fire Protection
Special Hazards Department
(616) 930-0048 Cell
(616) 735-2300 Office
E-mail: aproos@totalfire.biz



GENERAL NOTES & CONDITIONS:

- Permits, plan reviews or other AHJ approvals, up to \$400 actual cost per system, are included in this proposal. Any additional costs, plus ten percent, will be billed to the customer and detailed on the invoice.
- Sales tax, if applicable, will be added to the pricing above and reflected on the final invoice.
- A 120VAC dedicated circuit for the control panel, with breaker lock, is to be provided by the owner's electrician.
- One AHJ inspection is included in this proposal. If re-inspections are required due to events outside of TFS's control, additional expenses may be incurred.
- Engineer-stamped drawings are not included in this proposal and will be addressed if required by the AHJ.
- Electrical shutdown connections are not included in this proposal (control voltage and/or line voltage relays may be provided by and connected by other trades).
- Sealing of the protected space, for agent retention, is not included in this proposal.
- Agent discharge tests are not included in this proposal.
- Painting of Pipe is not included in this proposal.
- Rigid conduit and/or explosion-proof devices are not included in this proposal unless specifically listed on the list of materials.
- Tie-in to the building Fire Alarm System is not included in this proposal. (Alarm, Trouble & Supervisory contacts provided at the releasing panel)
- Dampers & HVAC controls for proper agent retention are not included in this proposal. (TFP may provide control voltage relays at the releasing panel)
- Variations in the actual field dimensions of the room will require a re-calculation of the system and the possibility of additional agent and other expenses.
- Rooms are calculated for the protection of the space below the ceiling. Any ducted or above-ceiling plenum spaces are not part of this proposal unless specifically noted. If any extra protected volume is to be included in this system, additional expenses may be incurred.
- The system is designed to suppress a class A or C fire. This system does not protect Class B (liquid fuels) at these agent concentrations.
- TFP recommends 100% Recirculating air handlers in protected spaces. Any outside or "house" air type systems are required to shut down and/or be dampered before or at the beginning of a system discharge to prevent displacing the suppression agent.
- TFP strongly recommends that any ceiling tiles in the space be vinyl-faced gypsum-type tiles, as these aid in agent retention.
- Automatic door closer devices and proper door sweeps are required to be installed on any doors.
- A properly rated extinguisher is required, by code, to be located near the space. TFP can offer #9 Clean Agent Extinguishers as part of an install project for \$545 each.
- All systems are required to be inspected semi-annually.
- Upon completion of installation and AHJ inspections, a proposal for ongoing service may be supplied by TFP service representatives.
- Allowing the removal of sprinkler heads in the space is dictated by the approval of the AHJ and may be completed after the clean agent suppression system is tested, accepted, and operational.
- Payment terms are net 30.

CONTRACT FOR MENTAL HEALTH SERVICES FOR JAIL INMATES

This Agreement is made and entered into by and between **Tuscola Behavioral Health Systems**, (TBHS), whose mailing address is 323 N. State St., Caro, Michigan, 48723, and **Tuscola County**, (COUNTY), whose mailing address is 420 Court St., Caro, MI 48723, for the purchase of inpatient psychiatric hospitalization services.

I. Purpose

The purpose of this Contract is to define the roles and responsibilities of TBHS and COUNTY in providing inpatient psychiatric hospital services to inmates incarcerated in the county jail.

II. Contractual Authority

This contract is entered into under the authority granted by Public Act 258 of the Michigan Public Acts of 1974, as amended, in accordance with the rules, regulations, and standards of the Michigan Department of Health and Human Services (MDHHS).

III. Term

This contract shall be in force for the period of October 1, 2025 through September 30, 2026.

IV. County Responsibilities

Under Michigan Compiled Laws (MCL) 801.4, costs incurred providing mental health services to an inmate incarcerated in a county jail are the responsibility of the county. Accordingly, COUNTY agrees to determine the need for and pay for mental health treatment of inmates under its custody. For inmates covered under this agreement requiring inpatient psychiatric services, if COUNTY is aware that the individual is covered by any health care policy or certificate of insurance, COUNTY shall provide that information to TBHS. COUNTY agrees to pay TBHS for services provided through contract between TBHS and state/community hospitals in accordance with the fee schedule identified in Attachment A.

V. Reimbursement

COUNTY shall reimburse TBHS at the rates identified in Attachment A for services rendered by inpatient psychiatric hospitals and billed through contract to TBHS. Any psychiatric hospitalizations of an inmate will be considered as requested and authorized by the COUNTY.

Per the terms of the inpatient hospital contract TBHS has with the hospital identified in Attachment A, the hospital shall seek recovery from all liable third parties. Third Party Liability refers to any health insurance or carrier, (e.g., individual, group, employer-related, self-insured, or self-funded plan or commercial carrier, automobile insurance and worker's compensation) or program (e.g. Medicare) that has liability for all or part of an individual's covered benefit. It is the responsibility of the COUNTY to provide the hospital any information regarding third party payment sources at the time that services are provided. Failure on the part of the COUNTY to promptly provide third party information to the hospital shall result in the COUNTY being responsible for the full cost of services.

Due to TBHS' contractual agreements with psychiatric inpatient hospitals, TBHS will authorize and reimburse the hospital for inpatient psychiatric hospitalizations that were required based on Severity of Illness (SI) and Intensity of Service (IS) criteria. The COUNTY will then reimburse TBHS for the cost of these services, less any third party

payments received by the hospital. Severity of Illness (SI) refers to the nature and severity of the signs, symptoms, functional impairments and risk potential related to the individual's psychiatric disorders. Intensity of Service (IS) refers to the setting of care, to the types and frequency of needed services and supports, and to the degree of restrictiveness necessary to safely and effectively treat the beneficiary. Payment is expected within 30 days of the date that the COUNTY is billed by TBHS. All monthly billing statements of TBHS shall specify billable services to each inmate.

VI. Continuing Stay Reviews

TBHS will not be involved in the review of inpatient hospitalizations of individuals placed by the COUNTY in an inpatient psychiatric hospital, when TBHS was not involved in the assessment/admission process. Any requests for additional days of service will receive an automatic approval as TBHS is only acting in the capacity of the flow through entity for billing purposes for these individuals.

VII. Records Management and Administration

- A. TBHS shall maintain appropriate records relating to service, client care and financial information as directed by COUNTY. Said records shall be available for review by COUNTY, or by COUNTY'S external audit firm.

TBHS shall keep all records pursuant to this Contract for seven (7) years after the termination of this Contract or as otherwise prescribed by the Department of Health and Human Services.

- B. Confidentiality of Records: All records, reports and confidential communications of an individual served under this Contract shall be subject to the requirements for confidentiality set forth in sections 746 and 748 of the Mental Health Code, in the policies, rules and regulations of the Department of Health and Human Services and COUNTY, and any amendments thereto.

IVIII. Indemnification and Hold Harmless

TBHS shall, at its own expense, protect, defend, indemnify and save harmless COUNTY, its officers, employees and agents, from all damages, costs, and expenses, including but not limited to costs from administrative proceedings, COUNTY costs and attorney fees, that they may incur as a result of any acts, omissions or negligence of TBHS or its officers, employees, or agents or those of any contractor or subcontractor of TBHS that may arise out of this Contract. TBHS' responsibilities as set forth in this section shall not be mitigated by the insurance coverage obtained by TBHS pursuant to the requirements of this Contract.

IX. Independent Contractor Status

- A. In performing its responsibilities under this Contract, TBHS shall at all times be deemed and regarded as an independent contractor. Except as may be otherwise provided herein, no persons employed by TBHS shall be considered employees of COUNTY; nor shall any such persons be covered by COUNTY'S worker's compensation insurance, nor entitled to any fringe benefits offered by COUNTY.
- B. Nothing in this Contract shall be interpreted as authorizing those employed by it to contract on behalf of COUNTY.

X. Conflict of Interest

TBHS affirms that no principal, representative, agent or another acting on behalf of or legally capable of acting on behalf of TBHS is currently a COUNTY member or employee;

nor is any such person related to TBHS currently using or privy to such information regarding COUNTY, which may constitute a conflict of interest.

XI. Non-Discrimination

TBHS prohibits any unlawful discrimination against any employee or applicant with respect to hiring, recruitment, advancement or discharge in the terms, conditions or privileges of employment, or a matter directly or indirectly related to employment solely because of religion, race, color, national origin, age, disability, sex (including sexual orientation), gender identity, height, weight, arrest record, marital status, veteran status, familial status, genetic information or membership in another protected group.

Each of the parties hereto shall not refuse to provide services or discriminate in rendering services on any basis which violates any federal, state or local anti-discrimination law or regulation. Each of the parties hereto shall assure equal access for people with limited English proficiency, as outlined by the Office of Civil Rights Policy Guidance in the Title VI Prohibition Against Discrimination as it Affects Persons with Limited English Proficiency and also in accordance with the ACA Section 1557.

XII. Compliance with the Law

Both parties shall adhere to all applicable local, state and federal laws, ordinances and regulations when rendering services pursuant to this Contract.

XIII. Disregarding Titles

The titles of the sections set forth in this Contract are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this Contract.

XIV. Invalid Provisions

If any provision of this Contract is held to be invalid, the remainder of this Contract shall not be affected thereby, except where the invalidity of the provision would result in the illegality and/or unenforceability of this Contract.

XV. Completeness of This Contract

This Contract contains all of the terms and conditions agreed upon by the parties hereto and no other Contracts, oral or otherwise, regarding the subject matter of this Contract or any part hereof shall have any validity or bind any of the parties hereto.

XVI. Termination

This Contract may be canceled by either party upon a written thirty (30) day notification to the other party. Any changes to this contract require prior written Contract between the parties involved.

XVIII. Certification

The persons signing on behalf of TBHS certify by their signatures that they are authorized to sign this Contract on behalf of TBHS and that this Contract has been authorized by TBHS.

Tuscola County

Tuscola Behavioral Health Systems

By: _____
Authorized Signature

By: _____
Authorized Signature

Printed or Typed Name

Julie Majeske

Printed or Typed Name

Its: _____

Its: Chief Executive Officer

Date: _____

Date: _____

Witnessed By:

Witnessed By:

Date: _____

Date: _____

ATTACHMENT A
Reimbursement Rates

Service	Unit	Rate
Inpatient Hospital Day – BCA Stonecrest	Day	\$880.00
Inpatient Hospital Day – Cedar Creek Hospital	Day	\$1,162.41
Inpatient Hospital Day – Forest View Hospital	Day	\$1,122.00
Inpatient Hospital Day – Harbor Oaks Hospital	Day	\$880.00
Inpatient Hospital Day – Havenwyck Hospital	Day	\$965.33
Inpatient Hospital Day – Health Source	Day	\$1,090.80
Inpatient Hospital Day- Madison Community Hospital DBA Samaritan Behavior Center	Day	\$1,030.00
Inpatient Hospital Day – McLaren Health Care Corporation (All locations – Bay, Flint, Lapeer, Port Huron, Macomb, & Oakland)	Day	\$1043.00
Inpatient Hospital Day – Memorial Healthcare	Day	\$1,150.00
Inpatient Hospital Day – My Michigan Health (All locations – Midland, Alpena & Gratiot) (formerly Mid-Michigan Health)	Day	\$1,110.27
Inpatient Hospital Day – Pine Rest Christian Mental Health Services	Day	\$1,294.00
Caro Center	Day	\$ Local share
Rates are subject to change – TBHS will charge the county the same rate as charged to TBHS for both hospitalization and any psychiatric/physician services as billed to TBHS.		
If a hospital is utilized that is not on this list, COUNTY agrees to pay the applicable daily rates for hospitalization and psychiatric/physician services as billed to TBHS and any other charges incurred		

The above rates may/may not include psychiatric/physician services – these are often a separate billing in addition to the per diem rate. Any additional billings received related to the inpatient stay will be the responsibility of the COUNTY and will be passed through as part of the billing for inpatient services.

Rates charged to the COUNTY will be the current contract rate that TBHS has established with the Community or State hospital. Rates are subject to change. Any other costs incurred by TBHS related to these inpatient services will be added to the hospital daily rate. These costs could include; administrative costs, clinical costs or supports costs as incurred by TBHS.

October 30, 2025

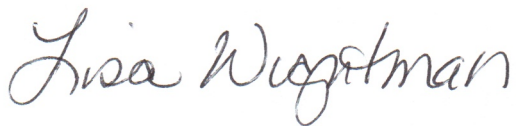
Dear Commissioners,

The Caro Woman's Interfaith Committee for Christmas, once again, request the use of the Courthouse lawn to display their Nativity scene.

It will be displayed Saturday November 29, 2025, thru Saturday January 3, 2026.

Thank You for your attention in this matter.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lisa Wightman".

Lisa Wightman

1902 Pierce Road

Caro MI 48723

(989)673-7079



FY26 COUNTY VETERAN SERVICE FUND GRANT APPLICATION TEMPLATE

This is the only approved template for use in submitting the County Veteran Service Fund (CVSF) grant request.

Definitions to determine the proper individual to list as a contact can be found in the Grant Guidance. The Authorized Official is the person able to accept funds and enter the County into agreements and contracts. This is usually the Chairperson of the Board of Commissioners. The three contacts listed must all be different individuals.

Requested Total Grant Amount is the total of all initiatives/programs/salaries and must balance with the total of all Budget Request Forms and Staff Salary Budget Request Forms.

CONTACT INFORMATION

Applicant County	Tuscola County Veterans Affiars		
Requested Total Grant Amount	\$48,969.24		
SIGMA Vendor Code	CV0048120	SIGMA Address Code	001

Project Director	John W. Boggs		
Mailing Address	1309 Cleaver Rd. Caro, Mi. 48723		
Phone	(989) 673-8148		
E-mail Address	jboggs@tchd.us		

Financial Officer	Ashley Bennett		
Mailing Address	125 W. Lincoln St. Caro, Mi. 48723		
Phone	(989) 672-3890		
E-mail Address	abennett@tuscolacounty.org		

Authorized Official	Kim Vaughan Chairman Tuscola County Board of Commissioners		
Mailing Address	125 W. Lincoln St. Ste 500 Caro, Mi. 48723		
Phone	(989) 2394602		
E-mail Address	kvaughan@tuscolacounty.org		

All assistance, programming, and service initiatives must be submitted with separate Project Narrative, Budget Narrative/Justification, and Budget Request Forms. Duplicate forms as needed for each initiative and attach supporting documentation (quotes, contracts, etc.) as necessary.

PROJECT DETAIL

Identify each “Project Title” and the allowable expenditure category it directly supports: (ie. **payroll and salaries; staff onboarding and training; office space; information technology and equipment**)

Project Title	County Veteran Service Officer
Allowable Expenditure	Payroll and Salaries

PROJECT NARRATIVE

Describe, in detail, the project/initiative and how grant funds will be used to execute. Include how the project/initiative links to the allowable expenditure category.

This initiative directly supports the County Veteran Service Fund Grant’s focus areas by strengthening payroll and staffing capacity, improving service equity and outreach, and enhancing coordination with partner agencies and organizations.

1. Retention of a Second County Veteran Service Officer:

This project will allow the Tuscola County Department of Veterans Affairs to retain a second County Veteran Service Officer (CVSO). The additional CVSO will significantly enhance our ability to assist the county’s 3,200-plus veterans, surviving spouses, widows, and their family members with claims, appeals, and benefit applications. Increasing staff capacity ensures more timely, efficient, and effective service delivery to those who have served our nation.

2. Improving Service Equity, Outreach, and Awareness:

With the added staff capacity, our office will be able to attend and host multiple veteran-focused outreach events throughout the year. These events provide vital opportunities to connect directly with veterans and surviving spouses, raise awareness of available federal, state, and county benefits, and ensure equitable access to services across all communities within Tuscola County — including rural and underserved areas.

3. Coordination with Local Agencies, MVAA, and Regional Nonprofits:

This initiative strengthens collaboration with local government agencies, the Michigan Veterans Affairs Agency (MVAA), and regional nonprofit organizations to establish a seamless referral and support network. Through this enhanced coordination, veterans will gain improved access to essential resources such as housing assistance, employment opportunities, healthcare, mental health support, and other vital services. Together, these partnerships promote holistic care and support for our veteran population.

BUDGET NARRATIVE/JUSTIFICATION

Describe the budget and include an **itemized list** of all allowable expenditures. The items listed below must be included on the Budget Request Form(s) or Staff Salary Budget Request Form(s) and balance with the Requested Total Grant Amount.

The County Veteran Service Fund Grant will be used primarily to cover personnel costs associated with retaining a second County Veteran Service Officer (CVSO). This position is vital to maintaining the high level of service currently provided to Tuscola County veterans while expanding the department's capacity to meet the growing needs of the veteran population. The addition of a second CVSO will ensure timely assistance with benefit claims, outreach, and coordination of veteran resources throughout the county.

Wages and Benefits:

The CVSO position is scheduled to begin on December 6, 2025, and continue through September 30, 2026. The position will work 37.5 hours per week.

- Base Wage: The starting hourly rate is \$26.49, effective December 6, 2025.
- Cost of Living Adjustment (COLA): Effective January 1, 2026, a cost-of-living adjustment will increase the hourly rate to \$27.02.
- Step Increase: On April 6, 2026, a six-month step increase will take effect, raising the hourly rate to \$27.84.
- Health Insurance Incentive: The CVSO has elected not to participate in the agency's health insurance benefit plan and will instead receive an hourly incentive of \$1.03 in lieu of coverage.

The total projected wage expense for the employment period is \$45,489.27, with FICA costs totaling \$3,479.97.

Breakdown:

- Duration: December 6, 2025 – September 30, 2026 (42 weeks total).
- Hours per Week: 37.5 hours.
- Hourly Wage Progression:

\$26.49/hour starting December 6, 2025.

\$27.02/hour effective January 1, 2026 (COLA).

\$27.84/hour effective April 6, 2026 (6-month step increase).

\$1.03/hour additional incentive for opting out of health coverage.

-
- Total Wages: \$45,489.27
- FICA: \$3,479.97
- Total Personnel Request: \$48,969.24
- COLA factor: The proposed cost-of-living adjustment (COLA) is pending approval by the Tuscola County Board of Commissioners. In the event the COLA increase is not approved, the wage calculations will be revised accordingly, and an amendment will be submitted to reflect the adjusted totals.

PROJECT/INITIATIVE JUSTIFICATION

Describe how the requested project/initiative meets the purpose of the grant; to enhance the connection between veterans, eligible dependents, survivors and the federal veteran benefits they may have not accessed previously. Include how each initiative links to the allowable expense category identified in the Project Narrative.

The County Veteran Service Officer (CVSO) funded through this grant will play a vital role in strengthening service delivery, outreach, and coordination for Tuscola County's veteran community. The VSO will schedule appointments with veterans, other county VSOs, and community partners while also directly serving as a front-line representative for veteran assistance.

Primary Responsibilities:

- Submit applications for VA health care, disability compensation, pension, survivor benefits, and other VA programs.
- Coordinate transportation services for veterans to ensure access to medical appointments and essential services.
- Complete and process Soldiers and Sailors Relief Fund applications and Michigan Veterans Trust Fund applications.
- Assist families in filing for county burial benefits and provide compassionate guidance through end-of-life support programs.

Program Impact:

By staffing the office with two accredited County Veteran Service Officers, Tuscola County will significantly enhance its capacity for outreach and community engagement. The expanded staff will allow the department to:

- Attend more community and veteran-focused events throughout the year.
- Host informational town halls to educate veterans and families about benefits and services.
- Engage with large-scale employers, senior living communities, and local organizations to reach veterans who may not otherwise seek assistance.

Our previous outreach efforts have proven effective in connecting veterans with critical benefits and resources. The addition of this position will sustain and expand that success by increasing visibility, accessibility, and responsiveness.

Furthermore, the CVSO will coordinate closely with local agencies, the Michigan Veterans Affairs Agency (MVAA), and regional nonprofit partners to strengthen a comprehensive referral network. Through this collaboration, veterans will gain improved access to housing assistance, employment opportunities, health care, and mental health resources. By fostering these partnerships, Tuscola County Veterans Affairs can ensure that veterans receive holistic support, helping them maintain stable housing, access essential care, and improve their overall quality of life.

**County Veteran Service Fund Grant
Staff Budget Request**

<i>One staff member per page. Make additional sheets for each staff member.</i>					
Applicant County		Grant Number		SIGMA Vendor Code	
Tuscola		FOR MVAA USE ONLY		CV0048120	
I. Project / Initiative Name					
County Veteran Service Officer					
II. Project Total (Salary and / or fringes for this initiative)					
					\$48,969.24
III. Expenditure Details					
Name	Position	Hourly Rate	Hours Per Week	# of weeks	Total
Teresa Bonesteel	VSO	26.49	37.5	3.6	\$3,576.15
Teresa Bonesteel	VSO	27.02	37.5	13.6	\$13,780.20
Teresa Bonesteel	VSO	27.84	37.5	25.4	\$26,517.60
Bonesteel-Insurance Incent	VSO	1.03	37.5	42	\$1,615.32

Fringe Benefits	Hourly Rate	Percentage	Hours Worked	Total
Employer FICA	\$26.49	7.65%	135	\$273.58
Employer FICA	\$27.02	7.65%	510	\$1,054.19
Employer FICA	\$27.84	7.65%	952.5	\$2,028.60
FICA on Insur Incentive	\$1.03	7.65%	1,575.00	\$123.61
Vision Insurance				\$0.00
Unemployment				\$0.00
Workers Compensation				\$0.00
Life Insurance				\$0.00
Insurance Waiver				\$0.00
State Taxes				\$0.00
City Taxes				\$0.00
Health Care Savings				\$0.00
Child Care Savings				\$0.00
Medical				\$0.00
Other				\$0.00
Other				\$0.00
Other				\$0.00
Other				\$0.00

Salary Total	\$45,489.27
Fringe Benefits Total	\$3,479.97
Total Salary	\$48,969.24

Tuscola County Health Department Classification Specification

Classification Title: *VETERANS SERVICE OFFICER*

Tier Number: 1

Reports To: Veteran Affairs Director

OSHA Category: B

Purpose of Classification

Under the supervision of the Veteran Affairs Director provides support and counseling to the Veterans of Tuscola County.

Essential Duties and Responsibilities

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Interviews, counsels and assists in obtaining Federal, State and local benefits for Veterans, dependents, widows and orphans of war or peacetime Veterans. Guides them in choosing the most advantageous option in matters of compensation, pension, etc. Provides information on the phone as well as in person.

Maintains working knowledge of 38 Code of Federal Regulations and the application and interpretation thereof. Monitors changes to ensure the accurate delivery of benefits and services.

Maintains working knowledge of any other Federal or State laws, statutes, roles and regulations as they pertain to Veteran's benefits and the application and interpretation thereof. Monitors changes to ensure accurate delivery of benefits and services.

Assists with various Veteran related programs throughout the County.

Researches and investigates prior claim decisions made by the agency of primary responsibility and reviews the findings and decisions for possible appeal.

Educates Veterans in the County on Federal, State and local benefits, programs and services.

May be called upon to address Veterans advocate groups and the media concerning current rules, regulations, changes and trends in the Veterans' benefits domain.

Assists in rescheduling appointments to accommodate DAV transport schedule and maintaining VA Medical Appointment (drivers) calendar.

Assists in gaining admission of eligible veterans to veteran hospitals, including the process of commitment of veterans who are mentally ill.

Assists clients in the application process of the Veterans Assistance Program. Documenting all required information in the appropriate places, and ensuring accuracy and factual information.

Assists with the administration of the County Burial Allowance and Marker Placement benefits. Assists clients in the application process. Prepare documentation for the Veterans' Committee.

Assists Veterans and dependents in obtaining educational benefits to which they may be entitled.

Assists with the quarterly newsletter for distribution to County Veterans and/or their dependents.

Maintains and fosters relationships within the VA Regional Office, VA Medical Center system, other Michigan County Veterans' departments, other Veterans' Service Organizations, local funeral homes, local hospital billing departments, various other human service organizations and medical professionals.

Attends various meetings as required, including the Tuscola County Veterans' Committee, Quarterly VA Stockholder Meeting, and any other meetings as necessary.

Assists clients in obtaining military records and medals.

Ensures the HIPAA/Privacy Act laws are adhered to with regards to client files, and Vetraspec information.

Participates in continuing education.

Attends required training to achieve and maintain Accredited Service Officer status.

Consults with other professionals to develop and advocate programs, services and legislation for the benefit of Veterans and their families.

Prepares/generates letters, reports, memoranda, and other correspondence; proofs materials for accuracy.

Compiles, maintains, and files client records; maintains files and filing systems.

Helps Veterans or dependents with their request for emergency financial assistance.

Maintains the office supplies as needed, submitting requests to maintain proper inventory for daily operations.

Performs Emergency Response roles as required.

Participates in any Quality Improvement processes as required.

Performs other related essential duties as required.

Minimum Training and Experience Required to Perform Essential Duties and Responsibilities

High school diploma or equivalent and one year or more relevant work experience; or any equivalent combination of education, training and experience which provides the necessary knowledge, skills and abilities.

Above-average layman's knowledge of the human anatomy and diseases, in order to properly handle disability claims.

Knowledge of where and how to obtain certain public documents in this and other states.

Special Requirements

License to operate a vehicle in the State of Michigan.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

Ability to operate a variety of office equipment necessary to perform the job.

Ability to exert physical effort in sedentary to light work involving routine stooping, kneeling, crouching, and reaching; tasks require visual perception and discrimination.

Mathematical Ability

Ability to add, subtract, multiply, and divide.

Language Ability and Interpersonal Communication

Ability to comprehend and correctly use a variety of informational documents, reports, and records.

Ability to comprehend a variety of reference books and manuals including dictionaries, and equipment handbooks.

Ability to prepare reports, business documents, client files/charts, purchase orders, memos, correspondence, and other job-related documents using prescribed format and conforming to rules of punctuation, grammar, and diction.

Ability to accurately record and deliver information, meet deadlines, and maintain strict confidentiality.

Ability to use independent judgment, common sense, and principles of rationale in the performance of tasks.

Ability to work under stressful conditions, to respond immediately to crisis situations, and to balance priorities within and between offices/departments.

Ability to maintain personal composure and tactfully handle difficult situations and interpret questions correctly; ability to behave in a friendly, understanding, helpful, and professional manner with clients, coworkers, supervisors, and the general public.

Ability to explain, demonstrate and clarify to others within well-established policies, procedures and standards, as well as the ability to follow specific instructions and respond to simple requests.

Ability to communicate effectively with supervisors, coworkers, clients, physicians, health professionals, vendors, and the general public verbally and in writing.

Ability to interpret and apply the various laws, regulations, and directives relating to veterans' benefits, and to explain in simple terms to others.

Ability to deal sympathetically and patiently, but positively and objectively, with veterans and their dependents.

Environmental Adaptability

Ability to work effectively in an office environment.

Tuscola County Health Department is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

I, _____, received and reviewed a copy of the Veterans Service Officer Job Description.

Signature

Date

Rev. 08/19/2019



FY26 COUNTY VETERAN SERVICE FUND GRANT PIV Verification Form for Affiliates

By digitally signing this form you are certifying that you currently have an active VA PIV Card and are providing the full date of expiration that is displayed on the lower section of the card. Providing false information relating to a government ID card can result in disciplinary action and removal of the access by the Agency.

Instructions: Forward form to your VA.gov email and open while signed into Citrix. Select certificates (side margin area), fill out the form, then look for "digitally sign" at the top. To sign, highlight the signature block and then "sign" with current PIV credentials. Please return completed form to mvaagrants@michigan.gov on or before September 24, 2026. Thank you.

Tuscola

County

John W. Boggs

Name on PIV Card

08/31/2027

Date of expiration (month, day, and year)

JOHN BOGGS (Affiliate)

Digitally signed by JOHN BOGGS (Affiliate)

Date: 2025.11.06 09:58:16 -05'00'

Signature of Employee (must digitally sign using PIV Card)

BUDGET AMENDMENT

BATCH: 3

GENERAL FUND

		INCREASE	DECREASE
BOARD OF COMMISIONERS			
Expenditures			
101-101-703.020	HEALTH INSURANCE INCENTIVE		1,000.00
101-101-711.000	HEALTH & DENTAL INSURANCE	4,000.00	
101-101-718.000	RETIREMENT	10,000.00	
101-101-718.100	POB IN LIEU OF RETIREMENT	2,000.00	
101-101-802.000	LEGAL	2,200.00	
101-101-809.000	MEMBERSHIPS & SUBSCRIPTIONS		5,000.00
101-101-901.000	ADVERTISING	4,000.00	
ELECTION			
101-191-718.000	RETIREMENT	20.00	
101-191-727.000	SUPPLIES, PRINTING & POSTAGE		20.00
ACCOUNTING SERVICES			
101-202-801.000	BASE ALL FUND AUDIT	10,700.00	
101-202-801.030	OTHER FINANCIAL/ACCT. SVCS.	33,752.00	
CITY OF CARO ASSESMENT CONTRT			
101-227-718.000	RETIREMENT	622.00	
PROSECUTOR			
101-000-676.229	REIMBURSEMENTS PROSECUTOR	1,000.00	
101-000-676.131	REIMBURSE COURT RECORDERS	400.00	
101-000-602.143	COURT COSTS FOC	1,000.00	
101-229-801.000	CONTRACTED SERVICES		500.00
101-229-807.000	WITNESS FEES & TRAVEL		7,000.00
101-229-862.000	TRAVEL - EXTRADITIONS		2,000.00
CO-OP REIMBURSEMENT-PROSECUTOR			
101-230-704.020	HEALTH INSURANCE INCENTIVE	331.00	
101-230-706.000	WAGES OVERTIME	1,500.00	
101-230-957.000	EMPLOYEE TRAINING		500.00
REGISTER OF DEEDS			
101-236-724.000	SUPPLIES, PRINITING & POSTAGE		2,000.00
101-236-861.000	TRAVEL		500.00
COMPUTER OPERATIONS			

101-259-727.000	SUPPLIES, PRINTING & POSTAGE	1,000.00	
101-259-861.000	TRAVEL		1,000.00
101-259-957.000	EMPLOYEE TRAINING		2,000.00
101-259-965.801	COMPUTER CONTRACTUAL SVCS		8,000.00
BUILDING AND GROUNDS			
101-265-776.000	JANITORIAL SUPPLIES	5,000.00	
101-265-851.000	TELEPHONE		8,000.00
101-265-861.000	TRAVEL	56.00	
101-265-931.000	BLDG.REPAIR & MAINTENANCE		10,000.00
101-265-932.000	EQUIPMENT REPAIR & MAINTANCE	22,000.00	
101-265-934.000	OFFICE EQUIP REPAIR & MAINT.	8,000.00	
101-265-936.000	GROUNDS CARE & MAINTENANCE	15,000.00	
DHHS BLDG MAINTENANCE			
101-266-932.000	EQUIPMENT REPAIR & MAINTANCE	5,000.00	
COURTROOM SECURITY			
101-277-704.020	HEALTH INSURANCE INCENTIVE	2,024.00	
101-277-704.030	DISABILITY	419.00	
101-277-705.000	SALARIES PT TEMP		12,000.00
101-277-706.000	SALARIES OVERTIME		700.00
101-277-717.000	LIFE INSURANCE	22.00	
101-277-932.000	EQUIPMENT REPAIR & MAINTANCE		500.00
COURTHOUSE SECURITY			
101-303-704.020	HEALTH INSURANCE INCENTIVE	400.00	
101-303-706.000	SALARIES OVERTIME	9,000.00	
101-303-711.000	HEALTH & DENTAL INSURANCE		15,000.00
101-303-814.000	LAUNDRY - EMPLOYEE		200.00
SHERIFF - JAIL			
101-304-660.000	MMRMA MEMBERSHIP CREDIT	3,498.00	
101-000636.301	CHARGE TO PRISIONERS	8,000.00	
101-304-705.000	SALARIES - PT/TEMP.	15,000.00	
101-304-710.000	WORKERS COMPENSATION	5,000.00	
101-304-715.000	F.I.C.A.	11,500.00	
101-304-718.300	NATIONWIDE EMPLOYER EXPENSE	1,529.00	
101-304-502.000	INMATE HOUSIN/OTHER CO		3,500.00
101-304-937.000	MENTAL HEALTH SERVICES		2,000.00
101-304-931.100	ICS EQUIPMENT		9,000.00
101-304-933.000	VEHICLE REPAIR & MAINTENANCE		5,000.00
WEIGHMASTER ENFORCEMENT			
101-324-660.000	MMRMA MEMBERSHIP CREDIT	1,232.00	
101-324-706.000	SALARIES OVERTIME	1,550.00	
101-324-704.040	UNUSED SICK TIME PAYOUT		500.00
101-324-910.000	INSURANCE & BONDS	182.00	
MARINE SAFETY			
101-331-660.000	MMRMA MEMBERSHIP CREDIT	259.00	

101-331-705.000	SALRIES-PT/TEMP		1,889.00
101-331-710.000	WORKERS COMPENSATION	95.00	
101-331-747.000	GAS, OIL GREAS & ETC.	981.00	
101-331-957.000	EMPLOYEE TRAINING	813.00	
 SECONDARY ROAD PATROL			
101-333-704.000	SALARIES PERMANENT		15,000.00
101-000-545.253	SECONDARY ROAD PATROL	6,500.00	
101-333-660.000	MMRMA MEMBERSHIP CREDIT	1,232.00	
101-333-704.020	HEALTH INSURANCE INCENTIVE	308.00	
101-333-706.000	SALARIES OVERTIME	20,000.00	
101-333-718.000	RETIREMENT	10,000.00	
101-333-978.000	MACHINERY & EQUIPMENT	6,700.00	
 PLANNING COMMISSION			
101-400-718.000	RETIREMENT	9.00	
101-400-718.100	POB IN LIEU OF RETIREMENT	53.00	
 EMERGENCY SERVICES			
101-426-660.000	MMRMA MEMBERSHIP CREDIT	259.00	
101-426-704.010	WAGES SHIFT PREMIUM	20.00	
101-426-718.300	NATIONWIDE EMPLOYER EXPENSE		500.00
101-426-978.000	MACHINERY & EQUIPMENT		700.00
101-865-660.000	MMRMA MEMBERSHIP CREDIT	51,313.00	
101-000-659.136	WARRANT FEES DISTRICT COURT	500.00	
101-631-849.000	SUSBSTANCE ABUSE APPROPRIATION	3,600.00	

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	11/30/2025 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)		
Fund 101 - GENERAL FUND								
Revenues								
Total Dept 333 - SECONDARY ROAD PATROL		0.00	1,231.54		0.00	(1,231.54)		100.00
Dept 426 - EMERGENCY SERVICES								
101-426-660.000 MMRMA MEMBERSHIP CREDIT		0.00	258.68		0.00	(258.68)		100.00
Total Dept 426 - EMERGENCY SERVICES		0.00	258.68		0.00	(258.68)		100.00
Dept 865 - INSURANCE AND BONDS								
101-865-660.000 MMRMA MEMBERSHIP CREDIT		0.00	51,313.36		0.00	(51,313.36)		100.00
Total Dept 865 - INSURANCE AND BONDS		0.00	51,313.36		0.00	(51,313.36)		100.00
TOTAL REVENUES		17,068,797.00	14,264,131.52		276,468.54	2,804,665.48		83.57
Expenditures								
Dept 101 - BOARD OF COMMISSIONERS								
101-101-703.000 SALARIES SUPERVISION		72,524.00	58,035.84		0.00	14,488.16		80.02
101-101-703.020 HEALTH INSURANCE INCENTIVE		4,000.00	1,738.38		0.00	2,261.62		43.46
101-101-707.000 SALARIES - PER DIEM		7,000.00	5,425.00		0.00	1,575.00		77.50
101-101-710.000 WORKERS COMPENSATION		1,480.00	1,236.79		0.00	243.21		83.57
101-101-711.000 HEALTH & DENTAL INSURANCE		41,812.00	43,882.13		0.00	(2,070.13)		104.95
101-101-715.000 F.I.C.A.		5,549.00	4,188.92		0.00	1,360.08		75.49
101-101-717.000 LIFE INSURANCE		135.00	106.16		0.00	28.84		78.64
101-101-718.000 RETIREMENT		20,202.00	27,757.03		0.00	(7,555.03)		137.40
101-101-718.100 POB IN LIEU OF RETIREMENT		10,828.00	10,847.87		0.00	(19.87)		100.18
101-101-727.000 SUPPLIES, PRINTING & POSTAGE		1,000.00	271.07		0.00	728.93		27.11
101-101-802.000 LEGAL		0.00	2,108.66		0.00	(2,108.66)		100.00
101-101-809.000 MEMBERSHIPS & SUBSCRIPTIONS		11,000.00	5,952.58		0.00	5,047.42		54.11
101-101-851.010 CELLULAR PHONE		2,000.00	1,441.60		(111.76)	558.40		72.08
101-101-861.000 TRAVEL		5,000.00	1,505.70		0.00	3,494.30		30.11
101-101-901.000 ADVERTISING		3,000.00	5,964.60		0.00	(2,964.60)		198.82
101-101-957.000 EMPLOYEE TRAINING		2,000.00	1,745.65		0.00	254.35		87.28
Total Dept 101 - BOARD OF COMMISSIONERS		187,530.00	172,207.98		(111.76)	15,322.02		91.83
Dept 104 - SPECIAL PROGRAMS								
101-104-804.100 BANK FEES		2,000.00	1,465.65		0.00	534.35		73.28
101-104-835.000 HEALTH SERVICES		1,500.00	2,220.00		0.00	(720.00)		148.00
101-104-837.000 FSA - ADMIN FEE		3,000.00	2,766.75		0.00	233.25		92.23
101-104-964.000 TAX REFUNDS & REBATES		8,000.00	11,590.19		0.00	(3,590.19)		144.88
101-104-965.000 APPROPRIATIONS		12,000.00	6,704.91		0.00	5,295.09		55.87
101-104-965.050 POSTAGE FOR METER		0.00	8,722.00		5,000.00	(8,722.00)		100.00
101-104-965.060 DEBIT CARD PAYMENTS		0.00	434.95		0.00	(434.95)		100.00
101-104-965.070 SPECIAL PROGRAMS		20,000.00	2,742.07		0.00	17,257.93		13.71
Total Dept 104 - SPECIAL PROGRAMS		46,500.00	36,646.52		5,000.00	9,853.48		78.81
Dept 130 - UNIFIED COURT								
101-130-703.000 SALARIES SUPERVISION		272,190.00	223,442.69		0.00	48,747.31		82.09
101-130-704.000 SALARIES PERMANENT		1,075,457.00	833,447.03		0.00	242,009.97		77.50
101-130-704.020 HEALTH INSURANCE INCENTIVE		2,000.00	1,638.39		0.00	361.61		81.92

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2025 NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	11/30/2025 NORMAL (ABNORMAL)	BALANCE	
Fund 101 - GENERAL FUND							
Expenditures							
101-130-704.030	DISABILITY PLAN	8,656.00	6,498.61	0.00		2,157.39	75.08
101-130-704.040	UNUSED SICKTIME PAYOUT	10,000.00	1,565.60	0.00		8,434.40	15.66
101-130-706.000	SALARIES OVERTIME	3,000.00	8.92	0.00		2,991.08	0.30
101-130-710.000	WORKERS COMPENSATION	27,895.00	22,084.30	0.00		5,810.70	79.17
101-130-711.000	HEALTH & DENTAL INSURANCE	480,839.00	335,988.71	0.00		144,850.29	69.88
101-130-715.000	F.I.C.A.	95,682.00	74,584.35	0.00		21,097.65	77.95
101-130-717.000	LIFE INSURANCE	616.00	474.26	0.00		141.74	76.99
101-130-718.000	RETIREMENT	182,044.00	173,360.02	0.00		8,683.98	95.23
101-130-718.100	POB IN LIEU OF RETIREMENT	56,333.00	44,503.33	0.00		11,829.67	79.00
101-130-719.000	UNEMPLOYMENT	500.00	3,131.04	0.00		(2,631.04)	626.21
101-130-727.000	SUPPLIES, PRINTING & POSTAGE	48,000.00	32,459.03	1,009.75		15,540.97	67.62
101-130-728.000	SCREENING ASSESSMENT	1,500.00	800.00	0.00		700.00	53.33
101-130-729.000	WESTLAW	4,000.00	2,088.00	0.00		1,912.00	52.20
101-130-730.000	STATE TAX LEIN/COLLECTION	2,400.00	2,400.00	0.00		0.00	100.00
101-130-746.000	UNIFORMS & ACCESSORIES	2,000.00	377.80	0.00		1,622.20	18.89
101-130-800.000	CONTRACTUAL - LAW CLERK	28,000.00	20,363.60	0.00		7,636.40	72.73
101-130-801.000	CONTRACTED SERVICES	16,000.00	12,164.69	90.00		3,835.31	76.03
101-130-801.010	COURT APPOINTED COUNSEL	295,500.00	228,640.28	21,458.34		66,859.72	77.37
101-130-801.020	CRT APPT APPEAL OF RIGHT	65,000.00	96,213.37	0.00		(31,213.37)	148.02
101-130-801.023	ADVISORY COUNSEL	10,000.00	962.50	0.00		9,037.50	9.63
101-130-801.030	GAL ATTORNEY FEES	33,000.00	19,955.86	0.00		13,044.14	60.47
101-130-801.040	GUARDIANSHIP SERVICES	1,200.00	1,257.00	0.00		(57.00)	104.75
101-130-801.050	MEDIATION	500.00	0.00	0.00		500.00	0.00
101-130-801.080	COURT APPT DD CONTRACT	7,000.00	5,637.80	541.66		1,362.20	80.54
101-130-802.000	MENTAL HEALTH EVALUATIONS	7,000.00	1,200.00	0.00		5,800.00	17.14
101-130-805.010	STENO TRANSCRIPTS	2,500.00	445.60	0.00		2,054.40	17.82
101-130-805.020	STENO APPEAL TRANSCRIPTS	25,000.00	26,662.91	0.00		(1,662.91)	106.65
101-130-806.000	JURY FEES, MEALS, TRAVEL	75,000.00	45,761.90	505.80		29,238.10	61.02
101-130-809.000	MEMBERSHIP & SUBSCRIPTIONS	6,500.00	2,074.25	0.00		4,425.75	31.91
101-130-820.000	VISITING JUDGE	40,000.00	20,193.79	625.00		19,806.21	50.48
101-130-851.000	TELEPHONE	2,000.00	1,495.73	0.00		504.27	74.79
101-130-851.010	CELLULAR PHONE	2,000.00	1,320.94	0.00		679.06	66.05
101-130-861.000	TRAVEL	8,500.00	5,821.23	0.00		2,678.77	68.49
101-130-934.000	OFFICE EQUIPMENT REPAIR & MAINT	1,000.00	0.00	0.00		1,000.00	0.00
101-130-957.000	EMPLOYEE TRAINING	22,500.00	14,671.36	0.00		7,828.64	65.21
101-130-982.000	BOOKS	1,000.00	0.00	0.00		1,000.00	0.00
101-130-990.000	LEASE PAYMENTS	1,600.00	1,378.86	0.00		221.14	86.18
Total Dept 130 - UNIFIED COURT		2,923,912.00	2,265,073.75	24,230.55		658,838.25	77.47
Dept 133 - TITLE IV CPLR GRANT							
101-133-801.099	TITLE IV-E CPLR GRANT	2,000.00	1,274.43	0.00		725.57	63.72
Total Dept 133 - TITLE IV CPLR GRANT		2,000.00	1,274.43	0.00		725.57	63.72
Dept 147 - JURY COMMISSION							
101-147-707.000	SALARIES - PER DIEM	1,500.00	750.00	0.00		750.00	50.00
101-147-715.000	F.I.C.A.	115.00	57.39	0.00		57.61	49.90
101-147-727.000	SUPPLIES, PRINTING & POSTAGE	8,500.00	7,040.72	0.00		1,459.28	82.83
101-147-861.000	TRAVEL	100.00	0.00	0.00		100.00	0.00
Total Dept 147 - JURY COMMISSION		10,215.00	7,848.11	0.00		2,366.89	76.83

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	11/30/2025 NORMAL (ABNORMAL)	BALANCE	
Fund 101 - GENERAL FUND							
Expenditures							
Dept 151 - ADULT PROBATION							
101-151-727.000	SUPPLIES, PRINTING & POSTAGE	3,000.00	2,333.86	0.00	666.14	77.80	
101-151-920.000	UTILITIES	9,000.00	6,221.34	0.00	2,778.66	69.13	
Total Dept 151 - ADULT PROBATION		12,000.00	8,555.20	0.00	3,444.80	71.29	
Dept 191 - ELECTION							
101-191-703.000	SALARIES SUPERVISION	4,500.00	1,175.00	0.00	3,325.00	26.11	
101-191-705.200	PART TIME ELECTION INSPECTOR	16,800.00	15,077.30	7,308.50	1,722.70	89.75	
101-191-706.000	SALARIES OVERTIME-REIMBURSABLE	4,000.00	1,880.21	0.00	2,119.79	47.01	
101-191-707.000	SALARIES - PER DIEM	1,200.00	400.00	0.00	800.00	33.33	
101-191-710.000	WORKERS COMP	1,000.00	278.01	146.19	721.99	27.80	
101-191-715.000	F.I.C.A.	500.00	738.79	318.95	(238.79)	147.76	
101-191-718.000	RETIREMENT	70.00	89.97	0.00	(19.97)	128.53	
101-191-718.100	POB IN LIEU OF RETIREMENT	30.00	0.00	0.00	30.00	0.00	
101-191-727.000	SUPPLIES, PRINTING & POSTAGE	35,000.00	2,018.69	0.00	32,981.31	5.77	
101-191-727.030	SUPPLIES - REIMB.	40,000.00	11,717.57	0.00	28,282.43	29.29	
101-191-861.000	TRAVEL	2,000.00	626.39	0.00	1,373.61	31.32	
101-191-957.000	TRAINING	2,500.00	716.83	0.00	1,783.17	28.67	
Total Dept 191 - ELECTION		107,600.00	34,718.76	7,773.64	72,881.24	32.27	
Dept 202 - ACCOUNTING SERVICES							
101-202-801.000	BASE ALL FUND AUDIT	55,500.00	66,200.00	0.00	(10,700.00)	119.28	
101-202-801.010	COST ALLOCATION PLAN	9,500.00	0.00	0.00	9,500.00	0.00	
101-202-801.030	OTHER FINANCIAL/ACCT. SVCS.	3,000.00	36,752.00	0.00	(33,752.00)	1,225.07	
Total Dept 202 - ACCOUNTING SERVICES		68,000.00	102,952.00	0.00	(34,952.00)	151.40	
Dept 211 - LEGAL COUNSEL							
101-211-802.000	GENERAL LEGAL	60,000.00	7,190.50	0.00	52,809.50	11.98	
101-211-803.000	LABOR COUNCIL	35,000.00	4,740.50	0.00	30,259.50	13.54	
Total Dept 211 - LEGAL COUNSEL		95,000.00	11,931.00	0.00	83,069.00	12.56	
Dept 215 - CLERK							
101-215-703.000	SALARIES SUPERVISION	73,487.00	60,202.11	0.00	13,284.89	81.92	
101-215-704.000	SALARIES PERMANENT	324,369.00	262,610.74	0.00	61,758.26	80.96	
101-215-704.020	HEALTH INSURANCE INCENTIVE	2,000.00	1,638.40	0.00	361.60	81.92	
101-215-704.030	DISABILITY PLAN	2,683.00	2,170.60	0.00	512.40	80.90	
101-215-706.000	SALARIES OVERTIME	1,500.00	0.00	0.00	1,500.00	0.00	
101-215-710.000	WORKERS COMPENSATION	8,117.00	6,716.58	0.00	1,400.42	82.75	
101-215-711.000	HEALTH & DENTAL INSURANCE	146,343.00	109,560.61	0.00	36,782.39	74.87	
101-215-715.000	F.I.C.A.	30,436.00	22,181.42	0.00	8,254.58	72.88	
101-215-717.000	LIFE INSURANCE	243.00	203.40	0.00	39.60	83.70	
101-215-718.000	RETIREMENT	42,818.00	38,404.88	0.00	4,413.12	89.69	
101-215-718.100	POB IN LIEU OF RETIREMENT	24,363.00	20,194.20	0.00	4,168.80	82.89	
101-215-727.000	SUPPLIES, PRINTING & POSTAGE	25,000.00	4,919.21	0.00	20,080.79	19.68	
101-215-809.000	MEMBERSHIPS & SUBSCRIPTIONS	2,500.00	580.00	0.00	1,920.00	23.20	
101-215-851.010	CELLULAR PHONE	500.00	225.00	0.00	275.00	45.00	
101-215-861.000	TRAVEL	1,200.00	175.00	0.00	1,025.00	14.58	
101-215-957.000	EMPLOYEE TRAINING	3,000.00	1,146.59	0.00	1,853.41	38.22	

Page 66 of 84

User: TCADKEINC

DB: Tuscola County

PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2025 (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-215-965.020	TECHNOLOGY	6,500.00	2,631.07	0.00	3,868.93	40.48
Total Dept 215 - CLERK		695,059.00	533,559.81	0.00	161,499.19	76.76
Dept 223 - CONTROLLER						
101-223-703.000	SALARIES SUPERVISION	111,155.00	25,384.62	0.00	85,770.38	22.84
101-223-704.000	SALARIES PERMANENT	228,596.00	205,804.61	0.00	22,791.39	90.03
101-223-704.030	DISABILITY PLAN	2,648.00	1,500.36	0.00	1,147.64	56.66
101-223-705.000	SALARIES - PT/TEMP.	3,845.00	3,844.48	0.00	0.52	99.99
101-223-710.000	WORKERS COMPENSATION	6,256.00	4,936.58	0.00	1,319.42	78.91
101-223-711.000	HEALTH & DENTAL INSURANCE	104,530.00	67,722.73	0.00	36,807.27	64.79
101-223-715.000	F.I.C.A.	26,286.00	16,962.31	0.00	9,323.69	64.53
101-223-717.000	LIFE INSURANCE	135.00	90.33	0.00	44.67	66.91
101-223-718.000	RETIREMENT	32,601.00	18,553.16	0.00	14,047.84	56.91
101-223-718.100	POB IN LIEU OF RETIREMENT	14,145.00	11,892.14	0.00	2,252.86	84.07
101-223-727.000	SUPPLIES, PRINTING & POSTAGE	7,000.00	4,178.34	0.00	2,821.66	59.69
101-223-809.000	MEMBERSHIPS & SUBSCRIPTIONS	500.00	17.10	0.00	482.90	3.42
101-223-861.000	TRAVEL	500.00	303.42	0.00	196.58	60.68
101-223-901.000	ADVERTISING	200.00	0.00	0.00	200.00	0.00
101-223-957.000	EMPLOYEE TRAINING	3,000.00	1,464.00	0.00	1,536.00	48.80
Total Dept 223 - CONTROLLER		541,397.00	362,654.18	0.00	178,742.82	66.98
Dept 225 - EQUALIZATION						
101-225-703.000	SALARIES SUPERVISION	86,598.00	70,923.32	0.00	15,674.68	81.90
101-225-704.000	SALARIES PERMANENT	93,132.00	77,657.40	0.00	15,474.60	83.38
101-225-704.030	DISABILITY PLAN	1,456.00	1,092.50	0.00	363.50	75.03
101-225-705.000	SALARIES - TEMP	4,400.00	1,080.00	0.00	3,320.00	24.55
101-225-710.000	WORKERS COMPENSATION	3,769.00	3,127.97	0.00	641.03	82.99
101-225-711.000	HEALTH & DENTAL INSURANCE	62,718.00	50,792.60	0.00	11,925.40	80.99
101-225-715.000	F.I.C.A.	14,132.00	10,978.20	0.00	3,153.80	77.68
101-225-717.000	LIFE INSURANCE	81.00	64.50	0.00	16.50	79.63
101-225-718.000	RETIREMENT	17,057.00	13,810.55	0.00	3,246.45	80.97
101-225-718.100	POB IN LIEU OF RETIREMENT	8,121.00	6,399.52	0.00	1,721.48	78.80
101-225-727.000	SUPPLIES, PRINTING & POSTAGE	2,500.00	2,182.87	0.00	317.13	87.31
101-225-809.000	MEMBERSHIPS & SUBSCRIPTIONS	1,800.00	980.00	0.00	820.00	54.44
101-225-861.000	TRAVEL	1,000.00	122.21	0.00	877.79	12.22
101-225-957.000	EMPLOYEE TRAINING	1,600.00	1,545.00	0.00	55.00	96.56
Total Dept 225 - EQUALIZATION		298,364.00	240,756.64	0.00	57,607.36	80.69
Dept 227 - CITY OF CARO ASSESMENT CONTRT						
101-227-704.000	SALARIES PERMANENT	15,000.00	12,288.39	0.00	2,711.61	81.92
101-227-704.030	DISABILITY PLAN	149.00	85.30	0.00	63.70	57.25
101-227-710.000	WORKERS COMPENSATION	300.00	253.88	0.00	46.12	84.63
101-227-715.000	F.I.C.A.	1,148.00	930.80	0.00	217.20	81.08
101-227-717.000	LIFE INSURANCE	4.00	3.30	0.00	0.70	82.50
101-227-718.000	RETIREMENT	1,508.00	1,773.66	0.00	(265.66)	117.62
101-227-718.100	POB IN LIEU OF RETIREMENT	400.00	331.88	0.00	68.12	82.97
101-227-727.000	SUPPLIES, PRINTING & POSTAGE	500.00	46.52	0.00	453.48	9.30
Total Dept 227 - CITY OF CARO ASSESMENT CONTRT		19,009.00	15,713.73	0.00	3,295.27	82.66

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
			11/30/2025 NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	11/30/2025 NORMAL (ABNORMAL)	BALANCE		
Fund 101 - GENERAL FUND								
Expenditures								
Dept 229 - PROSECUTOR								
101-229-703.000	SALARIES SUPERVISION	115,497.00	94,618.65	0.00	20,878.35	81.92		
101-229-704.000	SALARIES PERMANENT	485,074.00	349,271.76	0.00	135,802.24	72.00		
101-229-704.020	HEALTH INSURANCE INCENTIVE	4,000.00	1,638.40	0.00	2,361.60	40.96		
101-229-704.030	DISABILITY PLAN	3,410.00	2,583.07	0.00	826.93	75.75		
101-229-704.040	UNUSED SICK TIME PAYOUT	5,000.00	0.00	0.00	5,000.00	0.00		
101-229-705.000	SALARIES - PART/TIME	28,080.00	18,573.00	0.00	9,507.00	66.14		
101-229-706.000	SALARIES OVERTIME	20,000.00	12,220.92	0.00	7,779.08	61.10		
101-229-710.000	WORKERS COMPENSATION	12,844.00	9,730.66	0.00	3,113.34	75.76		
101-229-711.000	HEALTH & DENTAL INSURANCE	229,966.00	121,867.22	0.00	108,098.78	52.99		
101-229-715.000	F.I.C.A.	48,092.00	36,023.16	0.00	12,068.84	74.90		
101-229-717.000	LIFE INSURANCE	243.00	174.26	0.00	68.74	71.71		
101-229-718.000	RETIREMENT	54,552.00	52,654.87	0.00	1,897.13	96.52		
101-229-718.100	POB IN LIEU OF RETIREMENT	24,363.00	21,363.78	0.00	2,999.22	87.69		
101-229-727.000	SUPPLIES, PRINTING & POSTAGE	9,500.00	5,846.70	0.00	3,653.30	61.54		
101-229-729.000	WESTLAW	9,000.00	6,025.53	0.00	2,974.47	66.95		
101-229-801.000	CONTRACTED SERVICES	2,500.00	464.25	0.00	2,035.75	18.57		
101-229-805.010	STENO TRANSCRIPTS	2,500.00	946.50	0.00	1,553.50	37.86		
101-229-805.020	STENO APPEAL TRANSCRIPTS	750.00	0.00	0.00	750.00	0.00		
101-229-807.000	WITNESS FEES & TRAVEL	10,000.00	513.20	0.00	9,486.80	5.13		
101-229-809.000	MEMBERSHIPS & SUBSCRIPTIONS	11,000.00	9,786.00	0.00	1,214.00	88.96		
101-229-861.000	TRAVEL	1,500.00	845.26	0.00	654.74	56.35		
101-229-862.000	TRAVEL - EXTRADITIONS	5,000.00	0.00	0.00	5,000.00	0.00		
101-229-934.000	OFFICE EQUIP REPAIRS & MAINT.	2,500.00	214.50	0.00	2,285.50	8.58		
101-229-957.000	EMPLOYEE TRAINING	9,500.00	2,467.20	0.00	7,032.80	25.97		
101-229-982.000	BOOKS	5,500.00	3,330.00	0.00	2,170.00	60.55		
Total Dept 229 - PROSECUTOR		1,100,371.00	751,158.89	0.00	349,212.11	68.26		
Dept 230 - CO-OP REIMBURSEMENT-PROSECUTOR								
101-230-704.000	SALARIES PERMANENT	156,719.00	139,886.48	0.00	16,832.52	89.26		
101-230-704.020	HEALTH INSURANCE INCENTIVE	0.00	330.74	0.00	(330.74)	100.00		
101-230-704.030	DISABILITY PLAN	1,290.00	1,003.76	0.00	286.24	77.81		
101-230-706.000	WAGES OVERTIME	500.00	1,349.98	0.00	(849.98)	270.00		
101-230-710.000	WORKERS COMPENSATION	3,198.00	2,956.11	0.00	241.89	92.44		
101-230-711.000	HEALTH & DENTAL INSURANCE	41,814.00	33,861.70	0.00	7,952.30	80.98		
101-230-715.000	F.I.C.A.	11,989.00	10,472.74	0.00	1,516.26	87.35		
101-230-717.000	LIFE INSURANCE	81.00	63.22	0.00	17.78	78.05		
101-230-718.000	RETIREMENT	20,426.00	18,216.74	0.00	2,209.26	89.18		
101-230-718.100	POB IN LIEU OF RETIREMENT	8,121.00	6,239.93	0.00	1,881.07	76.84		
101-230-727.000	SUPPLIES, PRINTING & POSTAGE	1,350.00	665.27	0.00	684.73	49.28		
101-230-801.000	CONTRACTED SERVICES	250.00	0.00	0.00	250.00	0.00		
101-230-957.000	EMPLOYEE TRAINING	500.00	0.00	0.00	500.00	0.00		
Total Dept 230 - CO-OP REIMBURSEMENT-PROSECUTOR		246,238.00	215,046.67	0.00	31,191.33	87.33		
Dept 236 - REGISTER OF DEEDS								
101-236-703.000	SALARIES SUPERVISION	73,487.00	60,202.11	0.00	13,284.89	81.92		
101-236-704.000	SALARIES PERMANENT	129,062.00	104,509.93	0.00	24,552.07	80.98		
101-236-704.030	DISABILITY PLAN	1,064.00	860.30	0.00	203.70	80.86		
101-236-705.000	SALARIES - PT/TEMP	28,273.00	17,742.51	0.00	10,530.49	62.75		
101-236-710.000	WORKERS COMPENSATION	4,738.00	3,769.18	0.00	968.82	79.55		
101-236-711.000	HEALTH & DENTAL INSURANCE	83,625.00	67,723.45	0.00	15,901.55	80.98		
101-236-715.000	F.I.C.A.	17,767.00	13,882.65	0.00	3,884.35	78.14		

Page 68 of 84

User: TCADKEINC
DB: Tuscola County

PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2025 (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-236-717.000	LIFE INSURANCE	108.00	90.40	0.00	17.60	83.70
101-236-718.000	RETIREMENT	20,272.00	18,182.08	0.00	2,089.92	89.69
101-236-718.100	POB IN LIEU OF RETIREMENT	10,828.00	8,975.20	0.00	1,852.80	82.89
101-236-727.000	SUPPLIES, PRINTING & POSTAGE	5,000.00	1,456.78	0.00	3,543.22	29.14
101-236-809.000	MEMBERSHIPS & SUBSCRIPTIONS	450.00	335.34	0.00	114.66	74.52
101-236-861.000	TRAVEL	1,500.00	208.50	0.00	1,291.50	13.90
101-236-957.000	EMPLOYEE TRAINING	1,000.00	400.00	0.00	600.00	40.00
101-236-960.000	ON LINE COMPUTER SVCS	4,800.00	3,600.00	0.00	1,200.00	75.00
Total Dept 236 - REGISTER OF DEEDS		381,974.00	301,938.43	0.00	80,035.57	79.05
Dept 253 - TREASURER						
101-253-703.000	SALARIES SUPERVISION	73,487.00	60,202.11	0.00	13,284.89	81.92
101-253-704.000	SALARIES PERMANENT	17,610.00	23,517.33	0.00	(5,907.33)	133.55
101-253-704.020	HEALTH INSURANCE INCENTIVE	200.00	228.41	0.00	(28.41)	114.21
101-253-704.030	DISABILITY PLAN	146.00	244.04	0.00	(98.04)	167.15
101-253-710.000	WORKERS COMPENSATION	1,859.00	1,749.57	0.00	109.43	94.11
101-253-711.000	HEALTH & DENTAL INSURANCE	27,519.00	20,564.67	0.00	6,954.33	74.73
101-253-715.000	F.I.C.A.	6,969.00	6,219.85	0.00	749.15	89.25
101-253-717.000	LIFE INSURANCE	38.00	42.00	0.00	(4.00)	110.53
101-253-718.000	RETIREMENT	4,516.00	4,284.69	0.00	231.31	94.88
101-253-718.100	POB IN LIEU OF RETIREMENT	3,790.00	3,402.53	0.00	387.47	89.78
101-253-727.000	SUPPLIES, PRINTING & POSTAGE	25,000.00	8,517.39	0.00	16,482.61	34.07
101-253-727.010	TAX ADMIN SYSTEM SUPPLIES	10,000.00	0.00	0.00	10,000.00	0.00
101-253-799.000	LOCAL GOV TAX PROCESS	75,000.00	37,842.79	0.00	37,157.21	50.46
101-253-809.000	MEMBERSHIPS & SUBSCRIPTIONS	3,000.00	295.00	0.00	2,705.00	9.83
101-253-861.000	TRAVEL	2,000.00	66.26	0.00	1,933.74	3.31
101-253-934.000	OFFICE EQUIPT REPAIR & MAINT	2,000.00	1,100.00	0.00	900.00	55.00
101-253-957.000	EMPLOYEES TRAINING	5,000.00	182.50	0.00	4,817.50	3.65
Total Dept 253 - TREASURER		258,134.00	168,459.14	0.00	89,674.86	65.26
Dept 259 - COMPUTER OPERATIONS						
101-259-703.000	SALARIES SUPERVISION	87,859.00	71,955.84	0.00	15,903.16	81.90
101-259-704.000	SALARIES PERMANENT	201,341.00	132,830.70	0.00	68,510.30	65.97
101-259-704.030	DISABILITY PLAN	2,422.00	1,641.69	0.00	780.31	67.78
101-259-706.000	SALARIES OVERTIME	1,300.00	1,100.00	0.00	200.00	84.62
101-259-710.000	WORKERS COMPENSATION	5,886.00	4,347.92	0.00	1,538.08	73.87
101-259-711.000	HEALTH & DENTAL INSURANCE	125,437.00	65,310.34	0.00	60,126.66	52.07
101-259-715.000	F.I.C.A.	22,124.00	15,408.85	0.00	6,715.15	69.65
101-259-717.000	LIFE INSURANCE	135.00	85.88	0.00	49.12	63.61
101-259-718.000	RETIREMENT	16,199.00	10,702.25	0.00	5,496.75	66.07
101-259-718.100	POB IN LIEU OF RETIREMENT	13,535.00	11,219.00	0.00	2,316.00	82.89
101-259-727.000	SUPPLIES, PRINTING & POSTAGE	5,000.00	5,077.30	0.00	(77.30)	101.55
101-259-809.000	MEMBERSHIPS & SUBSCRIPTIONS	600.00	346.98	0.00	253.02	57.83
101-259-851.010	CELLULAR PHONES	2,000.00	1,183.07	0.00	816.93	59.15
101-259-861.000	TRAVEL	3,000.00	648.90	0.00	2,351.10	21.63
101-259-957.000	EMPLOYEE TRAINING	6,000.00	1,936.06	0.00	4,063.94	32.27
101-259-965.020	COMPUTER SERVICE CONTRACTS	671,000.00	447,720.50	0.00	223,279.50	66.72
101-259-965.040	COMPUTER REPAIR & MAINTENANCE	18,500.00	17,055.61	0.00	1,444.39	92.19
101-259-965.801	COMPUTER CONTRACTUAL SVCS	17,000.00	450.00	0.00	16,550.00	2.65
Total Dept 259 - COMPUTER OPERATIONS		1,199,338.00	789,020.89	0.00	410,317.11	65.79

GL NUMBER	DESCRIPTION	2025		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	11/30/2025 (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)		
Fund 101 - GENERAL FUND									
Expenditures									
Dept 265 - BUILDING AND GROUNDS									
101-265-703.000	SALARIES SUPERVISION	46,278.00		39,037.62		0.00		7,240.38	84.35
101-265-704.000	SALARIES PERMANENT	128,170.00		81,287.33		0.00		46,882.67	63.42
101-265-704.020	HEALTH INSURANCE INCENTIVE	2,000.00		1,638.39		0.00		361.61	81.92
101-265-704.030	DISABILITY PLAN	1,461.00		1,117.90		0.00		343.10	76.52
101-265-705.000	SALARIES - PT/TEMP	114,966.00		105,631.23		0.00		9,334.77	91.88
101-265-706.000	SALARIES OVERTIME	7,500.00		5,414.21		0.00		2,085.79	72.19
101-265-710.000	WORKERS COMPENSATION	6,149.00		4,807.53		0.00		1,341.47	78.18
101-265-711.000	HEALTH & DENTAL INSURANCE	64,848.00		36,792.02		0.00		28,055.98	56.74
101-265-715.000	F.I.C.A.	23,059.00		17,360.23		0.00		5,698.77	75.29
101-265-717.000	LIFE INSURANCE	98.00		78.70		0.00		19.30	80.31
101-265-718.000	RETIREMENT	45,796.00		44,466.63		0.00		1,329.37	97.10
101-265-718.100	POB IN LIEU OF RETIREMENT	9,746.00		7,806.46		0.00		1,939.54	80.10
101-265-727.000	SUPPLIES, PRINTING & POSTAGE	12,000.00		7,003.81		0.00		4,996.19	58.37
101-265-746.000	UNIFORMS & ACCESSORIES	1,800.00		332.87		0.00		1,467.13	18.49
101-265-747.000	GAS, OIL, GREASE, & ETC.	8,000.00		5,683.00		314.12		2,317.00	71.04
101-265-776.000	JANITORIAL SUPPLIES	32,000.00		34,839.26		0.00		(2,839.26)	108.87
101-265-851.000	TELEPHONE	35,000.00		14,760.03		379.32		20,239.97	42.17
101-265-861.000	TRAVEL	0.00		55.73		0.00		(55.73)	100.00
101-265-920.000	UTILITIES	290,000.00		228,642.07		0.00		61,357.93	78.84
101-265-931.000	BLDG. REPAIR & MAINTENANCE	55,000.00		30,839.48		0.00		24,160.52	56.07
101-265-932.000	EQUIPMENT REPAIR & MAINTANCE	80,000.00		100,047.83		0.00		(20,047.83)	125.06
101-265-933.000	EQUIPT MAINT SVC CONTRACTS	25,000.00		10,465.97		0.00		14,534.03	41.86
101-265-934.000	OFFICE EQUIP REPAIR & MAINT.	10,449.00		15,915.37		482.65		(5,466.37)	152.31
101-265-936.000	GROUNDS CARE & MAINTENANCE	50,000.00		55,329.09		0.00		(5,329.09)	110.66
101-265-940.000	DOST STORAGE SPACE RENT	44,640.00		40,920.00		3,720.00		3,720.00	91.67
101-265-940.010	PEOPLE'S BLDG LEASE	40,000.00		36,295.38		3,299.58		3,704.62	90.74
101-265-990.000	POSTAGE METER LEASE PITNEY BOWES	6,200.00		3,723.51		0.00		2,476.49	60.06
Total Dept 265 - BUILDING AND GROUNDS		1,140,160.00		930,291.65		8,195.67		209,868.35	81.59
Dept 266 - DHHS BLDG MAINTENANCE									
101-266-705.000	SALARIES - PT/TEMP	27,501.00		21,893.06		0.00		5,607.94	79.61
101-266-710.000	WORKERS COMPENSATION	562.00		451.40		0.00		110.60	80.32
101-266-715.000	F.I.C.A.	2,104.00		1,674.82		0.00		429.18	79.60
101-266-776.000	JANITORIAL SUPPLIES	3,500.00		1,978.67		0.00		1,521.33	56.53
101-266-920.000	UTILITIES	30,000.00		17,570.82		0.00		12,429.18	58.57
101-266-931.000	BUILDING REPAIR & MAINT	2,000.00		1,820.91		0.00		179.09	91.05
101-266-932.000	EQUIPMENT REPAIR & MAINTANCE	5,000.00		8,101.26		0.00		(3,101.26)	162.03
101-266-936.000	GROUNDS CARE & MAINT	1,000.00		251.35		0.00		748.65	25.14
Total Dept 266 - DHHS BLDG MAINTENANCE		71,667.00		53,742.29		0.00		17,924.71	74.99
Dept 275 - DRAIN COMMISSION									
101-275-703.000	SALARIES SUPERVISION	73,487.00		60,202.10		0.00		13,284.90	81.92
101-275-704.000	SALARIES PERMANENT	97,703.00		74,668.88		0.00		23,034.12	76.42
101-275-704.030	DISABILITY PLAN	803.00		532.80		0.00		270.20	66.35
101-275-706.000	SALARIES OVERTIME	4,000.00		0.00		0.00		4,000.00	0.00
101-275-710.000	WORKERS COMPENSATION	3,493.00		2,786.19		0.00		706.81	79.76
101-275-711.000	HEALTH & DENTAL INSURANCE	62,719.00		50,792.60		0.00		11,926.40	80.98
101-275-715.000	F.I.C.A.	13,096.00		10,203.64		0.00		2,892.36	77.91
101-275-717.000	LIFE INSURANCE	81.00		67.70		0.00		13.30	83.58
101-275-718.000	RETIREMENT	32,746.00		15,195.95		0.00		17,550.05	46.41
101-275-718.100	POB IN LIEU OF RETIREMENT	8,121.00		6,731.40		0.00		1,389.60	82.89

User: TCADKEINC

DB: Tuscola County

PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2025 (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-275-727.000	SUPPLIES, PRINTING & POSTAGE	7,500.00	4,158.20	0.00	3,341.80	55.44
101-275-802.000	LEGAL	1,900.00	1,700.00	0.00	200.00	89.47
101-275-809.000	MEMBERSHIP & SUBSCRIPTION	2,000.00	370.09	0.00	1,629.91	18.50
101-275-851.010	CELLULAR PHONE	3,000.00	1,165.61	0.00	1,834.39	38.85
101-275-861.000	TRAVEL	4,500.00	3,280.29	0.00	1,219.71	72.90
101-275-957.000	EMPLOYEE TRAINING	6,600.00	3,192.83	0.00	3,407.17	48.38
Total Dept 275 - DRAIN COMMISSION		321,749.00	235,048.28	0.00	86,700.72	73.05
Dept 277 - COURTROOM SECURITY						
101-277-704.000	SALARIES PERMANENT	104,286.00	85,409.81	0.00	18,876.19	81.90
101-277-704.020	HEALTH INSURANCE INCENTIVE	0.00	1,638.39	0.00	(1,638.39)	100.00
101-277-704.030	DISABILITY	430.00	706.30	0.00	(276.30)	164.26
101-277-705.000	SALARIES PT TEMP	30,000.00	11,750.00	0.00	18,250.00	39.17
101-277-706.000	SALARIES OVERTIME	2,000.00	60.17	0.00	1,939.83	3.01
101-277-710.000	WORKERS COMPENSATION	2,543.00	2,033.28	0.00	509.72	79.96
101-277-711.000	HEALTH & DENTAL INSURANCE	20,970.00	16,930.87	0.00	4,039.13	80.74
101-277-715.000	F.I.C.A.	10,273.00	7,533.45	0.00	2,739.55	73.33
101-277-717.000	LIFE INSURANCE	22.00	36.00	0.00	(14.00)	163.64
101-277-718.000	RETIREMENT	4,954.00	(1,898.10)	0.00	6,852.10	(38.31)
101-277-718.100	POB IN LIEU OF RETIREMENT	5,414.00	4,487.60	0.00	926.40	82.89
101-277-932.000	EQUIPMENT REPAIR & MAINTANCE	2,500.00	896.68	0.00	1,603.32	35.87
101-277-957.000	TRAINING	2,500.00	1,436.23	0.00	1,063.77	57.45
Total Dept 277 - COURTROOM SECURITY		185,892.00	131,020.68	0.00	54,871.32	70.48
Dept 303 - COURTHOUSE SECURITY						
101-303-704.000	SALARIES PERMANENT	204,463.00	84,185.56	0.00	120,277.44	41.17
101-303-704.010	SHIFT PREMIUM	5.00	2.13	0.00	2.87	42.60
101-303-704.020	HEALTH INSURANCE INCENTIVE	800.00	1,099.95	0.00	(299.95)	137.49
101-303-704.030	DISABILITY PLAN	1,531.00	626.06	0.00	904.94	40.89
101-303-705.000	SALARIES - PT/TEMP	6,000.00	5,824.89	0.00	175.11	97.08
101-303-706.000	SALARIES OVERTIME	15,000.00	21,233.04	0.00	(6,233.04)	141.55
101-303-710.000	WORKERS COMPENSATION	4,172.00	2,313.55	0.00	1,858.45	55.45
101-303-711.000	HEALTH & DENTAL INSURANCE	20,907.00	912.05	0.00	19,994.95	4.36
101-303-715.000	F.I.C.A.	15,642.00	8,529.67	0.00	7,112.33	54.53
101-303-717.000	LIFE INSURANCE	87.00	35.25	0.00	51.75	40.52
101-303-718.000	RETIREMENT	9,962.00	6,482.56	0.00	3,479.44	65.07
101-303-718.100	POB IN LIEU OF RETIREMENT	10,828.00	4,255.17	0.00	6,572.83	39.30
101-303-718.300	NATIONWIDE EMPLOYER EXPENSE	150.00	70.88	0.00	79.12	47.25
101-303-814.000	LAUNDRY - EMPLOYEE	200.00	0.00	0.00	200.00	0.00
101-303-932.000	EQUIPMENT REPAIR & MAINTANCE	7,500.00	7,300.00	0.00	200.00	97.33
Total Dept 303 - COURTHOUSE SECURITY		297,247.00	142,870.76	0.00	154,376.24	48.06
Dept 304 - SHERIFF - JAIL						
101-304-703.000	SALARIES SUPERVISION	44,618.00	34,279.06	0.00	10,338.94	76.83
101-304-704.000	SALARIES PERMANENT	975,221.00	860,035.68	16,652.43	115,185.32	88.19
101-304-704.010	SHERIFF JAIL/SHIFT PREMIUM	6,500.00	5,574.41	0.00	925.59	85.76
101-304-704.020	HEALTH INSURANCE INCENTIVE	7,200.00	5,684.40	0.00	1,515.60	78.95
101-304-704.030	DISABILITY PLAN	7,526.00	5,975.74	0.00	1,550.26	79.40
101-304-704.040	UNUSED SICK TIME PAYOUT	40,325.00	0.00	0.00	40,325.00	0.00
101-304-705.000	SALARIES - PT/TEMP.	5,710.00	17,863.33	0.00	(12,153.33)	312.84

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2025 (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-304-706.000	SALARIES OVERTIME	270,000.00	223,426.60	0.00	46,573.40	82.75
101-304-710.000	WORKERS COMPENSATION	20,506.00	23,782.11	333.05	(3,276.11)	115.98
101-304-711.000	HEALTH & DENTAL INSURANCE	507,581.00	254,503.68	0.00	253,077.32	50.14
101-304-715.000	F.I.C.A.	78,018.00	87,063.40	1,273.92	(9,045.40)	111.59
101-304-717.000	LIFE INSURANCE	574.00	458.90	0.00	115.10	79.95
101-304-718.000	RETIREMENT	204,271.00	163,311.19	149.34	40,959.81	79.95
101-304-718.100	POB IN LIEU OF RETIREMENT	48,688.00	48,610.21	0.00	77.79	99.84
101-304-718.300	NATIONWIDE EMPLOYER EXPENSE	6,746.00	7,291.50	160.03	(545.50)	108.09
101-304-719.000	UNEMPLOYMENT INSURANCE	3,340.00	0.00	0.00	3,340.00	0.00
101-304-727.000	SUPPLIES, PRINTING & POSTAGE	5,500.00	5,268.04	0.00	231.96	95.78
101-304-742.000	TIRES/REGISTRATION	700.00	26.00	0.00	674.00	3.71
101-304-743.000	KITCHEN SUPPLIES	1,500.00	1,102.09	0.00	397.91	73.47
101-304-745.000	CLOTHING & BEDDING	9,500.00	3,178.75	0.00	6,321.25	33.46
101-304-746.000	UNIFORMS & ACCESSORIES	16,800.00	12,240.14	0.00	4,559.86	72.86
101-304-747.000	GAS, OIL, GREASE & ETC	8,500.00	6,528.80	682.49	1,971.20	76.81
101-304-748.000	DRUGS & PRESCRIPTIONS	20,000.00	13,647.18	0.00	6,352.82	68.24
101-304-776.000	JANITORIAL SUPPLIES	15,000.00	5,802.29	0.00	9,197.71	38.68
101-304-801.010	CONTRACTUAL INMATE MEDICAL SERVICES	303,850.00	260,444.63	0.00	43,405.37	85.71
101-304-801.020	CANTEEN SERVICES	166,976.00	135,099.83	0.00	31,876.17	80.91
101-304-802.000	INMATE HOUSING/OTHER CO.	3,500.00	0.00	0.00	3,500.00	0.00
101-304-809.000	MEMBERSHIP & SUBSCRIPTIONS	1,000.00	85.21	0.00	914.79	8.52
101-304-814.000	LAUNDRY - EMPLOYEE	3,000.00	1,564.84	0.00	1,435.16	52.16
101-304-835.000	JAIL INMATE HEALTH SERVICES	162,200.00	55,936.31	0.00	106,263.69	34.49
101-304-836.000	DRUG TESTING	500.00	289.00	0.00	211.00	57.80
101-304-851.000	TELEPHONE	7,000.00	6,331.76	0.00	668.24	90.45
101-304-851.010	CELLULAR PHONE	2,672.00	2,156.39	185.07	515.61	80.70
101-304-861.000	TRAVEL	2,000.00	1,422.47	0.00	577.53	71.12
101-304-863.000	INVESTIGATIONS	1,500.00	900.00	0.00	600.00	60.00
101-304-910.000	INSURANCE & BONDS	11,000.00	10,064.38	0.00	935.62	91.49
101-304-931.000	EQUIPMENT	16,500.00	9,047.54	0.00	7,452.46	54.83
101-304-931.100	ICS EQUIPMENT	12,150.00	0.00	0.00	12,150.00	0.00
101-304-932.000	EQUIPMENT REPAIR & MAINTANCE	12,000.00	1,701.02	0.00	10,298.98	14.18
101-304-933.000	VEHICLE REPAIR & MAINTENANCE	1,500.00	355.31	0.00	1,144.69	23.69
101-304-934.000	OFFICE EQUIP REPAIRS & MAINT.	4,280.00	1,850.87	0.00	2,429.13	43.24
101-304-935.000	EQUIPMENT/TETHERS	2,500.00	508.00	0.00	1,992.00	20.32
101-304-942.000	EQUIPMENT RENTAL	6,500.00	5,031.85	0.00	1,468.15	77.41
101-304-957.000	EMPLOYEE TRAINING	8,700.00	2,870.36	0.00	5,829.64	32.99
101-304-975.000	FIREARMS AND AMMO	10,000.00	10,000.01	0.00	(0.01)	100.00
Total Dept 304 - SHERIFF - JAIL		3,043,652.00	2,291,313.28	19,436.33	752,338.72	75.28
Dept 324 - WEIGHMASTER ENFORCEMENT						
101-324-704.000	SALARIES PERMANENT	65,978.00	54,990.23	0.00	10,987.77	83.35
101-324-704.010	SHIFT PREMIUM	2.00	2.25	0.00	(0.25)	112.50
101-324-704.030	DISABILITY PLAN	535.00	420.82	0.00	114.18	78.66
101-324-704.040	UNUSED SICK TIME PAYOUT	900.00	0.00	0.00	900.00	0.00
101-324-706.000	SALARIES OVERTIME	500.00	1,213.29	0.00	(713.29)	242.66
101-324-710.000	WORKERS COMPENSATION	1,346.00	1,176.52	0.00	169.48	87.41
101-324-711.000	HEALTH & DENTAL INSURANCE	20,907.00	15,679.53	0.00	5,227.47	75.00
101-324-715.000	F.I.C.A.	5,048.00	4,299.70	0.00	748.30	85.18
101-324-717.000	LIFE INSURANCE	22.00	17.50	0.00	4.50	79.55
101-324-718.000	RETIREMENT	33,101.00	22,821.80	0.00	10,279.20	68.95
101-324-718.100	POB IN LIEU OF RETIREMENT	2,707.00	1,849.57	0.00	857.43	68.33
101-324-718.300	NATIONWIDE EMPLOYER EXPENSE	990.00	843.10	0.00	146.90	85.16
101-324-746.000	UNIFORMS & ACCESSORIES	300.00	0.00	0.00	300.00	0.00

User: TCADKEINC

DB: Tuscola County

PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2025 (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-324-814.000	LAUNDRY - EMPLOYEE	100.00	0.00	0.00	100.00	0.00
101-324-910.000	INSURANCE & BONDS	3,362.00	3,543.54	0.00	(181.54)	105.40
101-324-931.000	EQUIPMENT	200.00	0.00	0.00	200.00	0.00
101-324-957.000	TRAINING	200.00	200.00	0.00	0.00	100.00
Total Dept 324 - WEIGHMASTER ENFORCEMENT		136,198.00	107,057.85	0.00	29,140.15	78.60
Dept 329 - PATROL BOAT						
101-329-932.000	EQUIPMENT REPAIR & MAINTANCE	0.00	89.68	0.00	(89.68)	100.00
Total Dept 329 - PATROL BOAT		0.00	89.68	0.00	(89.68)	100.00
Dept 331 - MARINE SAFETY						
101-331-705.000	SALARIES - PT/TEMP	8,562.00	5,797.44	0.00	2,764.56	67.71
101-331-710.000	WORKERS COMPENSATION	35.00	115.92	0.00	(80.92)	331.20
101-331-715.000	F.I.C.A.	500.00	443.51	0.00	56.49	88.70
101-331-727.000	SUPPLIES, PRINTING & POSTAGE	3.00	1.25	0.00	1.75	41.67
101-331-747.000	GAS, OIL GREASE & ETC.	420.00	1,616.00	1,277.73	(1,196.00)	384.76
101-331-910.000	INSURANCE & BONDS	745.00	744.33	0.00	0.67	99.91
101-331-932.000	EQUIPMENT REPAIR & MAINTANCE	23.00	22.40	0.00	0.60	97.39
101-331-941.000	BUILDING RENTAL	400.00	400.00	0.00	0.00	100.00
101-331-957.000	EMPLOYEE TRAINING	0.00	812.72	0.00	(812.72)	100.00
Total Dept 331 - MARINE SAFETY		10,688.00	9,953.57	1,277.73	734.43	93.13
Dept 333 - SECONDARY ROAD PATROL						
101-333-704.000	SALARIES PERMANENT	61,200.00	35,405.18	0.00	25,794.82	57.85
101-333-704.010	SEC. RD PATROL/SHIFT PREMIUM	75.00	6.50	0.00	68.50	8.67
101-333-704.020	HEALTH INSURANCE INCENTIVE	0.00	307.68	0.00	(307.68)	100.00
101-333-704.030	DISABILITY PLAN	500.00	289.79	0.00	210.21	57.96
101-333-704.040	UNUSED SICK TIME PAYOUT	1,000.00	0.00	0.00	1,000.00	0.00
101-333-706.000	SALARIES OVERTIME	12,000.00	26,666.07	0.00	(14,666.07)	222.22
101-333-710.000	WORKERS COMPENSATION	2,800.00	1,294.40	0.00	1,505.60	46.23
101-333-711.000	HEALTH & DENTAL INSURANCE	20,907.00	15,541.59	0.00	5,365.41	74.34
101-333-715.000	F.I.C.A.	5,600.00	4,752.39	0.00	847.61	84.86
101-333-717.000	LIFE INSURANCE	22.00	13.99	0.00	8.01	63.59
101-333-718.000	RETIREMENT	8,000.00	13,601.32	0.00	(5,601.32)	170.02
101-333-718.100	POB IN LIEU OF RETIREMENT	2,400.00	2,286.59	0.00	113.41	95.27
101-333-718.300	NATIONWIDE EMPLOYER EXPENSE	2,000.00	1,753.47	0.00	246.53	87.67
101-333-747.000	GAS, OIL, GREASE & ETC.	4,000.00	2,391.69	0.00	1,608.31	59.79
101-333-851.010	CELLULAR PHONE/AIR CARDS	520.00	456.82	38.63	63.18	87.85
101-333-910.000	INSURANCE & BONDS	4,590.00	3,543.54	0.00	1,046.46	77.20
101-333-978.000	MACHINERY & EQUIPMENT	0.00	6,573.05	0.00	(6,573.05)	100.00
101-333-978.010	MACHINERY & EQUIPMENT	18,251.13	18,251.13	0.00	0.00	100.00
Total Dept 333 - SECONDARY ROAD PATROL		143,865.13	133,135.20	38.63	10,729.93	92.54
Dept 346 - THUMB AREA NARCOTICS GROUP						
101-346-705.000	SALARIES - PART-TIME	7,300.00	3,608.00	0.00	3,692.00	49.42
101-346-710.000	WORKERS COMPENSATION	152.00	72.16	0.00	79.84	47.47
101-346-715.000	F.I.C.A.	548.00	276.02	0.00	271.98	50.37

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2025 NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)		
Fund 101 - GENERAL FUND							
Expenditures							
Total Dept 346 - THUMB AREA NARCOTICS GROUP		8,000.00	3,956.18	0.00	4,043.82	49.45	
Dept 400 - PLANNING COMMISSION							
101-400-707.000	SALARIES - PER DIEM	4,500.00	2,725.00	0.00	1,775.00	60.56	
101-400-710.000	WORKERS COMPENSATION	10.00	0.00	0.00	10.00	0.00	
101-400-715.000	F.I.C.A.	230.00	208.03	0.00	21.97	90.45	
101-400-718.000	RETIREMENT	20.00	23.50	0.00	(3.50)	117.50	
101-400-718.100	POB IN LIEU OF RETIREMENT	60.00	92.55	0.00	(32.55)	154.25	
101-400-727.000	SUPPLIES, PRINTING & POSTAGE	20.00	0.00	0.00	20.00	0.00	
101-400-861.000	TRAVEL	1,000.00	835.10	0.00	164.90	83.51	
101-400-957.000	EMPLOYEE TRAINING	800.00	690.00	0.00	110.00	86.25	
Total Dept 400 - PLANNING COMMISSION		6,640.00	4,574.18	0.00	2,065.82	68.89	
Dept 426 - EMERGENCY SERVICES							
101-426-704.000	SALARIES PERMANENT	76,336.00	64,122.46	1,174.40	12,213.54	84.00	
101-426-704.010	WAGES SHIFT PREMIUM	0.00	9.00	0.00	(9.00)	100.00	
101-426-704.030	DISABILITY PLAN	619.00	500.60	0.00	118.40	80.87	
101-426-706.000	WAGES - OVERTIME	2,000.00	1,087.25	0.00	912.75	54.36	
101-426-710.000	WORKERS COMPENSATION	1,558.00	1,377.70	23.49	180.30	88.43	
101-426-711.000	HEALTH & DENTAL INSURANCE	20,907.00	15,541.59	0.00	5,365.41	74.34	
101-426-715.000	F.I.C.A.	5,840.00	4,700.08	89.84	1,139.92	80.48	
101-426-717.000	LIFE INSURANCE	22.00	18.00	0.00	4.00	81.82	
101-426-718.000	RETIREMENT	33,101.00	27,700.22	0.00	5,400.78	83.68	
101-426-718.100	POB IN LIEU OF RETIREMENT	2,707.00	2,243.80	0.00	463.20	82.89	
101-426-718.300	NATIONWIDE EMPLOYER EXPENSE	1,146.00	56.81	0.00	1,089.19	4.96	
101-426-727.000	SUPPLIES, PRINTING & POSTAGE	100.00	26.82	0.00	73.18	26.82	
101-426-727.010	LEPC SUPPLIES	500.00	0.00	0.00	500.00	0.00	
101-426-744.000	OTHER SUPPLIES	200.00	0.00	0.00	200.00	0.00	
101-426-746.000	UNIFORMS & ACCESSORIES	500.00	112.51	0.00	387.49	22.50	
101-426-747.000	GASOLINE	3,500.00	1,837.14	198.19	1,662.86	52.49	
101-426-809.000	MEMBERSHIPS & SUBSCRIPTIONS	50.00	0.00	0.00	50.00	0.00	
101-426-851.010	CELLULAR PHONES	600.00	471.22	38.63	128.78	78.54	
101-426-861.000	TRAVEL	450.00	226.51	0.00	223.49	50.34	
101-426-910.000	INSURANCE & BONDS	760.00	744.33	0.00	15.67	97.94	
101-426-932.000	EQUIPMENT REPAIR & MAINTANCE	2,000.00	1,948.54	0.00	51.46	97.43	
101-426-933.000	VEHICLE REPAIR & MAINT.	1,500.00	9.72	0.00	1,490.28	0.65	
101-426-934.000	OFFICE EQUIP REPAIRS & MAINT.	2,000.00	996.20	0.00	1,003.80	49.81	
101-426-957.000	EMPLOYEE TRAINING	2,000.00	0.00	0.00	2,000.00	0.00	
101-426-978.000	MACHINERY & EQUIPMENT	2,000.00	158.72	0.00	1,841.28	7.94	
Total Dept 426 - EMERGENCY SERVICES		160,396.00	123,889.22	1,524.55	36,506.78	77.24	
Dept 431 - LIVESTOCK CLAIMS							
101-431-958.000	DOG DAMAGES	500.00	0.00	0.00	500.00	0.00	
Total Dept 431 - LIVESTOCK CLAIMS		500.00	0.00	0.00	500.00	0.00	
Dept 445 - DRAINS AT LARGE							
101-445-965.000	APPROPRIATION	454,648.00	454,647.49	0.00	0.51	100.00	

PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 445 - DRAINS AT LARGE		454,648.00	454,647.49	0.00	0.51	100.00
Dept 631 - SUBSTANCE ABUSE						
101-631-849.000	SUBSTANCE ABUSE APPROPRIATION	60,000.00	63,361.21	33,612.01	(3,361.21)	105.60
Total Dept 631 - SUBSTANCE ABUSE		60,000.00	63,361.21	33,612.01	(3,361.21)	105.60
Dept 648 - MEDICAL EXAMINER						
101-648-801.000	CONTRACTUAL	150,000.00	73,800.00	0.00	76,200.00	49.20
Total Dept 648 - MEDICAL EXAMINER		150,000.00	73,800.00	0.00	76,200.00	49.20
Dept 670 - DHHS BOARD						
101-670-703.000	SALARIES SUPERVISION	7,710.00	5,568.42	0.00	2,141.58	72.22
101-670-720.000	DHHS BOARD EXPENSES	600.00	426.14	0.00	173.86	71.02
101-670-809.000	MEMBERSHIPS/SUBSCRIPTIONS	1,634.00	410.37	410.37	1,223.63	25.11
Total Dept 670 - DHHS BOARD		9,944.00	6,404.93	410.37	3,539.07	64.41
Dept 723 - AIRPORT ZONING BRD OF APPEALS						
101-723-707.000	SALARIES - PER DIEM	500.00	150.00	0.00	350.00	30.00
101-723-715.000	F.I.C.A.	40.00	11.49	0.00	28.51	28.73
101-723-861.000	TRAVEL	200.00	51.10	0.00	148.90	25.55
101-723-901.000	ADVERTISING	200.00	0.00	0.00	200.00	0.00
Total Dept 723 - AIRPORT ZONING BRD OF APPEALS		940.00	212.59	0.00	727.41	22.62
Dept 728 - ECONOMIC DEVELOPMENT CORP						
101-728-955.000	EDC APPROPRIATIONS	120,000.00	120,000.00	0.00	0.00	100.00
Total Dept 728 - ECONOMIC DEVELOPMENT CORP		120,000.00	120,000.00	0.00	0.00	100.00
Dept 863 - EMPLOYEE SICK/VACATION BENEFIT						
101-863-704.040	UNUSED SICK/VAC TIME PAYOUT	55,000.00	59,987.69	0.00	(4,987.69)	109.07
101-863-710.000	WORKERS COMPENSATION	150.00	251.98	0.00	(101.98)	167.99
101-863-715.000	F.I.C.A.	2,000.00	4,581.48	0.00	(2,581.48)	229.07
101-863-717.000	LIFE INSURANCE	5.00	0.00	0.00	5.00	0.00
101-863-718.000	RETIREMENT	250.00	271.38	0.00	(21.38)	108.55
101-863-718.300	NATIONWIDE EMPLOYER EXPENSE	50.00	44.39	0.00	5.61	88.78
Total Dept 863 - EMPLOYEE SICK/VACATION BENEFIT		57,455.00	65,136.92	0.00	(7,681.92)	113.37
Dept 865 - INSURANCE AND BONDS						
101-865-910.000	INSURANCE & BONDS	137,821.00	147,879.87	0.00	(10,058.87)	107.30
101-865-920.000	MMRMA RETENTION	25,000.00	28,800.00	0.00	(3,800.00)	115.20
Total Dept 865 - INSURANCE AND BONDS		162,821.00	176,679.87	0.00	(13,858.87)	108.51

Page 7

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	11/30/2025 NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	NORMAL	(ABNORMAL)		
Fund 101 - GENERAL FUND								
Expenditures								
Dept 965 - TRANSFERS OUT								
101-965-999.215	FRIEND OF THE COURT TRANSFERS	432,970.00	432,970.00		0.00	0.00		100.00
101-965-999.221	HEALTH DEPT APPROPRIATION	412,495.00	412,495.00		0.00	0.00		100.00
101-965-999.222	BEHAVIORAL HEALTH	288,243.00	288,243.00		0.00	0.00		100.00
101-965-999.239	TRANS OUT ANIMAL CONTROL	264,000.00	264,000.00		0.00	0.00		100.00
101-965-999.244	EQUIPMENT CAPITAL IMPROVEMENT	130,000.00	130,000.00		0.00	0.00		100.00
101-965-999.258	GIS FUND	80,000.00	80,000.00		0.00	0.00		100.00
101-965-999.260	TRANSFER OUT MIDC	255,945.00	255,945.00		0.00	0.00		100.00
101-965-999.288	CHILD CARE HUMAN SERVICES	150,000.00	150,000.00		0.00	0.00		100.00
101-965-999.292	CHILD CARE (PROB CT & SOC SER)	250,000.00	250,000.00		0.00	0.00		100.00
101-965-999.374	PURDY BUILDING DEBT	75,178.00	75,178.00		0.00	0.00		100.00
101-965-999.483	CAPITAL IMPROVEMENTS FUND	113,000.00	113,000.00		0.00	0.00		100.00
Total Dept 965 - TRANSFERS OUT		2,451,831.00	2,451,831.00		0.00	0.00		100.00
TOTAL EXPENDITURES		17,186,934.13	13,598,532.96		101,387.72	3,588,401.17		79.12
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		17,068,797.00	14,264,131.52		276,468.54	2,804,665.48		83.57
TOTAL EXPENDITURES		17,186,934.13	13,598,532.96		101,387.72	3,588,401.17		79.12
NET OF REVENUES & EXPENDITURES		(118,137.13)	665,598.56		175,080.82	(783,735.69)		563.41

**EASEMENT APPLICATION FOR UTILITY OR PUBLIC ROAD***By authority of Part 21 of Act 451, P.A. 1994, as amended.***DNR Cashier Use Only**☐ Proposed Easement Application☐ Assignment Request

Please Note: Easements for the use of State-owned land will be considered when State-owned land is the **only** alternative for the proposed use. Protection of the natural environment is the primary consideration. The easement cannot conflict with the primary use or purpose for which the state lands were acquired or are being used.

Applications must be complete, accurate and clear. The attached checklist “Completeness, Accuracy and Clarity Checklist” is used by the Department to ensure that complete, accurate and clear applications are sent to staff for review. Incomplete, inaccurate and unclear applications will not be reviewed.

Pre-Application Review Requirement

It is required that the applicant discuss the details of the proposed easement with the DNR's local unit manager prior to submitting the application for formal review and secure the local unit manager's signature on this form.

The DNR's local unit manager is to sign here indicating that they reviewed the proposal and provided comments to the applicant. Review and signature from the DNR's local unit manager does NOT constitute approval of the proposed easement application.

DNR Staff Signature	DNR Staff Name	Date
DNR Staff Comments		

Note - To determine who the local unit manager is, you may contact one of our Operation Service Centers (OSCs), a map of the OSCs is included in this application.

Federal Funding Related Threatened and Endangered Species and Cultural Resources Information Sharing Requirement

Important Required Question: Are the activities involved in this easement request receiving federal funding?

- ☐ No
- ☐ Yes. If yes, provide any surveys or studies that have been completed concerning threatened or endangered species and cultural resources.

LOCATION OF EASEMENT

County	Township, City, or Village Name	Town	Range
--------	---------------------------------	------	-------

List all Section(s) and Quarter-Quarter(s) and Government Lots affected by the easement. Attach additional sheets, if necessary.

Dimensions of easement request crossing State-owned land Width: _____ feet Total Length: _____ feet

PURPOSE OF EASEMENT		
Easement Type (pipeline, electric, telephone, sanitary sewer, highway, etc.):	Number of lines	If pipelines, the diameter
Please explain why alternatives to use of State-owned land are not feasible:		
CONTACT INFORMATION (PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION)		
Legal name of organization to which easement will be issued	LARA Business Entity Search ID	Telephone
Contact Person	E-mail Address	
Mailing Address		
City, State, ZIP		
<i>If agent, please add the following information:</i>		
Name of Agent	Telephone	FAX
Contact Person	E-mail Address	
Mailing Address		
City, State, ZIP		
Applicant's Signature		Date

Applications will NOT be reviewed without payment.

Mail completed application, required documents and check or money order, made payable to the “State of Michigan,” to:

**CASHIER’S OFFICE
MICHIGAN DEPARTMENT OF NATURAL RESOURCES
PO BOX 30451
LANSING MI 48909-7951**

INFORMATION

Easements for the use of State-owned land will be considered when State-owned land is the **only** alternative for the proposed use. ***Protection of the natural environment is the primary consideration.*** The easement cannot conflict with the primary use or purpose for which the state lands were acquired or are being used. Easements are granted to authorize a specific long-term use of State-owned land, such as:

- Rights-of-Way for State Highways
- County Roads
- Electric Utility Lines
- Telecommunications Lines
- Oil and Gas Pipelines
- Sewer Lines
- Similar Uses

REQUIRED DOCUMENTATION OF PROPOSED EASEMENT TO BE SUBMITTED WITH APPLICATION

Confirmation that you have discussed the details of the proposed easement with an the DNR's local unit manager. To determine who the local unit manager is, you may contact one of our Operation Service Centers (OSCs), a map of the OSCs is included in this application

1. A certified survey that meets the minimum requirements of 1970 PA132, 1970 as amended (MCL 54.211-54.213), including the written legal description of the proposed easement area on state-owned land. The survey shall also:
 - show and label all Quarter-Quarter and Government Lot lines,
 - indicate the amount of square footage of proposed easement in each quarter-quarter and government lot, and
 - show existing forest roads, trails, right-of-ways, structures, utility lines, pipelines, waterlines, etc., in the easement area.

While not required, a PDF file of the survey will aid in the review and approval process.

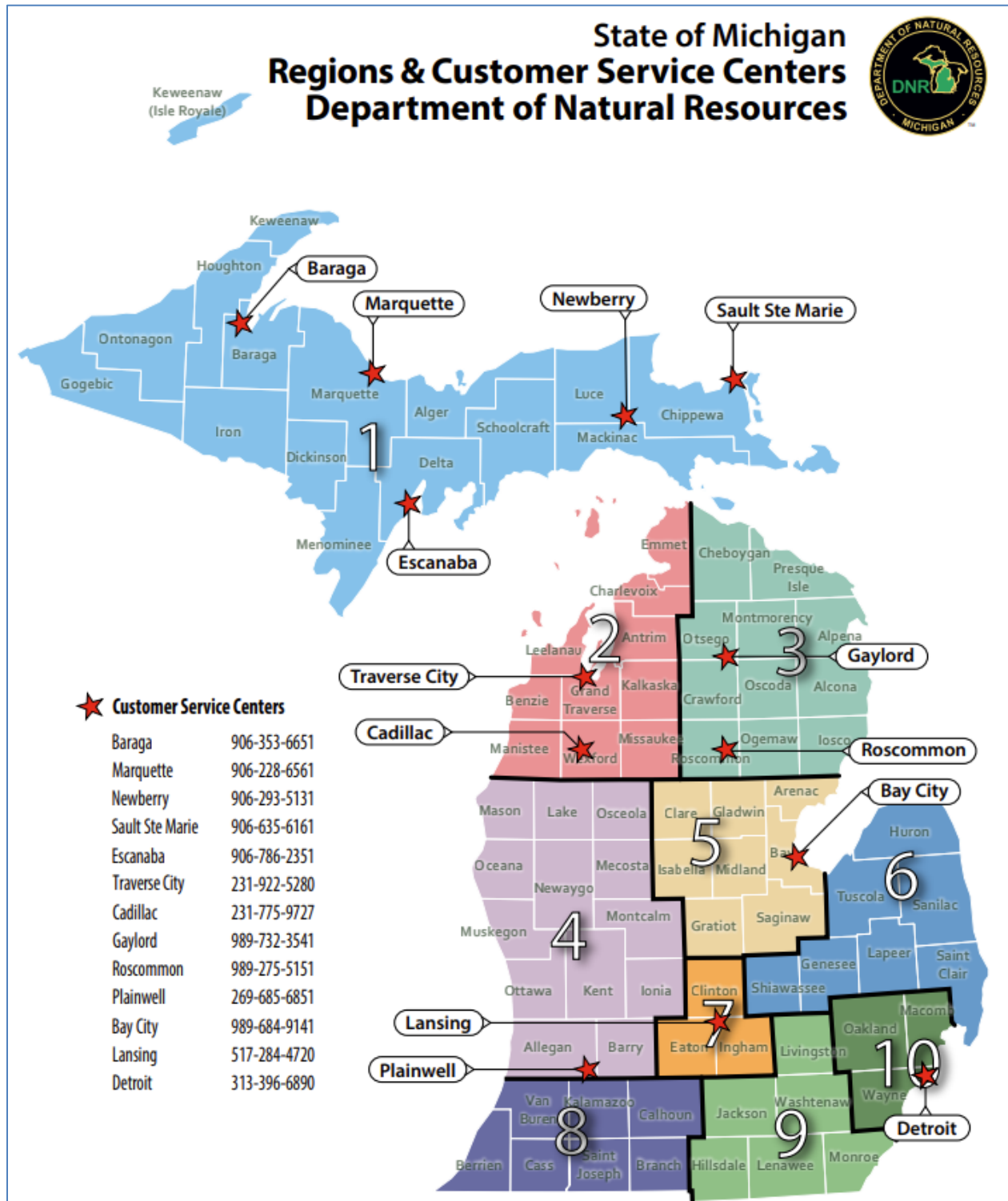
2. *Application Fee:*

- **Proposed Easement** - Linear easements of $\frac{1}{4}$ mile or less require an application and review fee of \$300. For easements longer than $\frac{1}{4}$ mile, add \$150 for each additional mile, or portion thereof.
 - **Easement Assignments** - \$300 for the first easement, add \$150 for each additional easement.
3. A map of the proposed utility installation (KMZ file preferred), a complete project plan, and details about how the proposed utility intersects with state land.

ADDITIONAL REQUIREMENTS OF PROPOSED EASEMENT AFTER REVIEW BY DNR

1. Depending upon the lands to be affected, the Department may require an environmental assessment, biological study, or archaeological study. If an assessment or study is requested, the applicant will complete and submit it prior to the Department making a final decision on the easement application.
2. Some Department-managed lands were acquired with assistance from the Federal Government. Permission from Federal Agencies may be required prior to the Department granting final approval of your request.
3. No easement shall be granted for land in excess of the amount necessary for the approved use. Easements shall only be granted for a price at or above the current fair market value for such easement rights as determined by the Department. Easement rights shall be relinquished when the need ceases.
4. New easements will make joint use of existing utility corridors whenever possible (pipelines, underground cables, etc.).
5. All utility lines in high-use recreation areas and on other State land having high aesthetic, scenic, natural or historic values shall be buried. All telecommunications lines and all electric power lines up to 34.5 K.V. will be buried whenever feasible.
6. Proposed rights-of-way to extend utility service to private landowners shall be located wholly or partially on private property whenever possible. State-land shall only be considered when the use of private property is unavailable.

7. Restoration and maintenance of easement areas and rights-of-way must be performed so the natural environment is protected, and unauthorized right-of-way use is not permitted. Any easement granted by the Department will specify the construction, restoration, and maintenance conditions. No alternative means of construction, restoration or maintenance shall be used without specific written approval of the Department.
8. If the Michigan Department of Natural Resources approves this application, an invoice will be sent for the easement rights, damages, and vegetation consideration fee. The easement will be issued after receipt of payment in full.
9. It is the applicant's obligation to contact third parties holding easements within the approved easement area and coordinate construction and maintenance with those parties.



COMPLETENESS, ACCURACY, AND CLARITY CHECKLIST
APPLICANT COVER PAGE

- ☐ **Does the applicant have a box checked at the top of the application “Proposed Easement Application”?**
 - At the top of the application, you’ll note TWO checkboxes. One is for “Proposed Easement Application”, the other “Assignment Request”.
- ☐ **Pre-Application Review Requirement**
 - Does the application include a signature from a local unit manager?
- ☐ **Federal Funding Related Threatened and Endangered Species and Cultural Resources Information Sharing Requirement**
 - Did the applicant check ‘yes’ or ‘no’?
 - If the applicant checked ‘yes’ did they include the requested information in the application packet?
- ☐ **Did the applicant provide a LARA Business Entity Identification Number?**

LARA Corporations Online Filing System
Department of Licensing and Regulatory Affairs

Business Entity ID Number

ID Number: 800148288 Request certificate Return to Results New search

Summary for: REM-1, INC.

The name of the DOMESTIC PROFIT CORPORATION: REM-1, INC.

LARA Corporations Online Filing System
Department of Licensing and Regulatory Affairs

It may take up to 10 business days for the Corporations Division to review a document submitted with standard service. Expedited service may be requested for an additional fee when completing an online form.;

Search for a business entity [FAQ or Help](#)

☒ Search by Entity Name

Entity name: Search type: Begins With ▼

☐ Search by an Individual Name

Individual name: Search type: Begins With ▼

☐ Search by Identification Number

ID number:

☐ Search by Filing Number

- ☐ **Is Applicant registered with the State of Michigan to do business and in good standing?**
 - Aside from providing LARA’s Business Entity ID number, applicants do not need to provide any information about their registration with State of Michigan. Property Analyst/Specialist can check the LARA Corporations Online Filing System to ensure that proposed Grantee is authorized to do business in Michigan and is in the LARA Business Entity search website at: [Corporations Division - Search for a business entity \(state.mi.us\)](https://cofs.lara.state.mi.us/SearchApi/Search/Search) which is <https://cofs.lara.state.mi.us/SearchApi/Search/Search>

LOCATION OF EASEMENT

- ☐ **Does the applicant provide which “County” that will be affected by the proposed easement?**
 - Application can only cover one County. Additional applications must be submitted for each additional County.
- ☐ **Does the applicant provide which “Township, City, or Village” that will be affected by the proposed easement?**
 - Applicant must include all Townships, Cities, or Villages that the proposed easement will affect. Please note if there is not enough room, applicant may list “multiple” or any kind of verbiage to make it clear there are more than one. Applicant should provide additional information that provides ALL Townships, Cities or Village names. Please see attached examples.
- ☐ **Does the applicant provide which “Town” and “Range” will be affected by the proposed easement?**
 - Town and Range fields must be filled in appropriately. If the proposed easement crosses multiple Town and Ranges, applicant should provide additional information that lists ALL Town and Ranges that are included in the proposed easement.
- ☐ **Does the applicant provide which “Sections”, “Quarter-Quarter(s)” and “Government Lots” that will be affected by the proposed easement?**
 - Applicant must list all Section(s), Quarter-Quarter(s), and Government Lots affected by the proposed easement.
- ☐ **Does the applicant provide the dimensions, “Width” and “Total Length” that will be affected by the proposed easement?**
 - For a variable width or non-linear easement request, these fields may be left blank.
- ☐ **Does the information found in this section match the survey description and drawings provided elsewhere in the application?**

PURPOSE OF THE EASEMENT

- ☐ **Does the applicant accurately provide the “Easement Type” that will be utilized in the proposed easement?**
- ☐ **Does the applicant provide the “Number of Lines” that will be utilized in the proposed easement?**
 - If the easement request is for a public road right of way, this this block may be left blank.
- ☐ **If the request is for a pipeline easement, does the applicant provide the “Diameter” that will be utilized in the proposed easement?**
- ☐ **Does the applicant provide an explanation on why alternatives to the use of State-owned land are not feasible?**
 - The applicant must explain why alternatives for the use of State-owned land are not feasible. Easements for the use of public land that provide for necessary and beneficial public services will be granted when conditions and requirements can be established which will effectively mitigate the impact on the natural environment, and when such uses are not in conflict with the primary use or purpose for which the lands were acquired or are being used. Easements on Public Lands will only be granted when there are no alternative to the use of State-owned land, so applicant needs to clearly explain that there are no alternatives, and why.

CONTACT INFORMATION

- ☐ **Has the applicant completed all fields? If “Agent”, are all fields complete?**

This field will be used to draft the easement document and should contain correct information for the Grantee. This field should contain the name of the entity that will own and manage the utility, and that entity must be registered and authorized to do business in Michigan (which will be verified by checking the LARA Corporations Online Filing System ([Corporations Division - Search for a business entity \(state.mi.us\)](https://cofs.lara.state.mi.us/CorporationsDivision/Search/Search/Search)) <https://cofs.lara.state.mi.us/SearchApi/Search/Search>

- If the application is being submitted by an agent on behalf of the proposed Grantee, all information in the agent fields must be provided.

☐ **Does the applicant provide both their “Signature” and “Date” at the bottom of the proposed easement application?**

REQUIRED DOCUMENTATION OF PROPOSED EASEMENT TO BE SUBMITTED WITH APPLICATION

- ☐ All information has been filled out completely and accurately in both the application and in any additional information sheet that was provided with the application.
- ☐ A certified survey that meets the minimum requirements of 1970 PA132, 1970 as amended ([MCL 54.211-54.213](#))
- ☐ The County that is listed on the application and in any additional information sheet matches what is provided in the legal description and survey map.
- ☐ The Township, City or Village that was listed on the application and in any additional information sheet matches what is provided on the legal description and survey map.
- ☐ The Town & Range that were listed on the application and in any additional information sheet, matches what is provided in the legal description and survey map.
- ☐ The Section(s), Quarter-Quarter(s) and Government Lots provided on the application and in any additional information sheet match what is provided in the legal description and survey map.
- ☐ The dimensions provided on the application and in any additional information sheet match what is provided in the legal description and survey map.
- ☐ The survey must include the total square feet of the proposed easement in each Quarter-Quarter and Government Lot.
- ☐ If a DNR LOTS Parcel ID is provided on the application or in an additional information sheet, it must be verified to ensure it is accurate.
- ☐ The easement type noted on the application and in any additional information sheet must not conflict with what is provided in the legal description/survey map. It is highly preferable that the legal description/survey not identify the easement type.
- ☐ Does the survey provided show all Quarter-Quarter and Government Lot lines?
- ☐ Are the Quarter-Quarter and Government Lot lines labeled on the survey?
- ☐ Does the survey indicate the amount of square footage of easement area in each Quarter-Quarter and Government Lot?
- ☐ Are any existing forest roads, trails, right-of-way, structures, utility lines, pipelines, waterlines, etc., in the proposed easement area shown and labeled?
- ☐ Legal description has been reviewed and contains no errors. All metes and bound call outs match what is shown on the survey map. Note – the legal description should not provide metes and bounds descriptions going one direction through the description and then the drawing goes the other direction.
- ☐ Are the headers and footers of each legal description/survey map page accurate? Do they contain the correct drawings that are noted?

SUMMARY OF PROPOSED EASEMENT APPLICATION

Everything noted above is a quick glance into what an easement application should/must contain. It is critical that the application packet tells the entire story of the request clearly, completely, and accurately to assist Department staff with making an appropriate recommendation regarding approval of the request as quickly as possible.

STATE OF MICHIGAN



71-B DISTRICT COURT

HON. JASON E. BITZER
DISTRICT COURT JUDGE

440 NORTH STATE STREET
CARO, MICHIGAN 48723

(989) 672-3800

November 4, 2025

Tuscola County Board of Commissioners
125 W. Lincoln Street, Suite 500
Caro, MI 48723

Tuscola County Board of Commissioners,

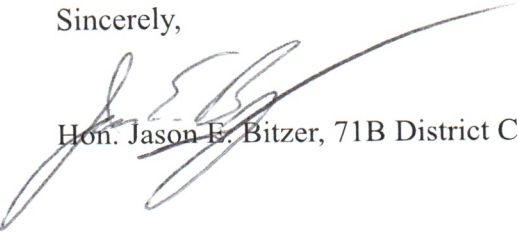
I would like to extend our sincere appreciation to the Board for approving the opening of the Tuscola County Courthouse on Saturday, November 1st, to host an Expungement Fair with the assistance of *Safe & Just Michigan*. The Expungement Fair was a resounding success, as one hundred sixty local citizens sought assistance through this initiative.

The Court's role in this Expungement process is to make sure that the individual seeking this extraordinary relief is deserving of it. This is undoubtedly a complicated and nuanced decision for the Court to ultimately make. Of course, our local Courts are always concerned about the rights of victims and giving credence to all of the pain and suffering criminal acts perpetrated upon them have caused. However, the Court is simultaneously tasked with recognizing that individuals charged with crimes in the past may have radically transformed their life for the better. Your willingness to support this initiative demonstrates a genuine commitment to providing second chances for deserving Tuscola County citizens seeking a fresh start in their lives.

We are also deeply grateful for your support in allowing Tuscola County Clerk Jodi Fetting to waive certain fees associated with expungement applications. This thoughtful action removes an additional financial burden for participants and reflects the County's dedication to equitable access to justice.

Thank you again for your partnership and leadership in making this event possible. Together, we are helping to create brighter futures for Tuscola County residents.

Sincerely,


Hon. Jason E. Bitzer, 71B District Court Judge