REVISED
AGENDA
FINANCE COMMITTEE
REGULAR MEETING
THURSDAY, JUNE 29, 2023 – 8:00 AM
ADMINISTRATION CENTER - ROOM A-200
121 W. MAIN STREET, PORT WASHINGTON, WI 53074

The public can access the meeting by viewing the live stream at the link which will be opened five minutes before the call to order:

Finance Committee Live Stream

The public can submit comments here: Public Comment Form
Public Comment Policy & Instructions for Submitting Public Comments Online

1. **CALL TO ORDER**
2. **PROPER NOTICE**
3. **PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS**
4. **APPROVAL OF MINUTES**
   a. May 25, 2023
5. **CORPORATION COUNSEL DEPARTMENT REPORT**
   a. Corp. Counsel Finance Report
6. **ACTION ITEMS**
   a. Resolution: Increase of Revenue 2023 - Planning & Parks
   b. Resolution: Supplemental Appropriation 2023 - Human Services (Postponed from May 25, 2023)
   c. Resolution: Repeal and Replace Section 5.01 (6) of the Ozaukee County Policy & Procedure Manual - Write-Off of Accounts Receivable
   d. Transfer of Funds - Change Order for Justice Center Training and Storage Facility
   e. Wire Transfers #3766 - #3788 and May Schedule of Vouchers
7. **DISCUSSION ITEMS**
   a. ARPA Funds Status Update
8. **DEPARTMENT REPORTS**
   a. County Clerk
   b. Finance
   c. Human Resources
   d. Information Technology
   e. Treasurer
9. **NEXT MEETING DATE**
   July 27, 2023
10. **ADJOURNMENT**

A quorum of members of committees or the full County Board of Ozaukee County may be in attendance at this meeting for purposes related to committee or board duties, however, no formal action will be taken by these committees or the board at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the County Clerk's Office at 262-284-8110, twenty-four (24) hours in advance of the meeting.

Finance Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **June 29, 2023**
DEPARTMENT: **County Clerk**
DIRECTOR: **Karen Niemuth**
PREPARER: **Tyler Quaas**

Agenda Summary May 25, 2023

<https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_05252023-3248>

FINANCE COMMITTEE

Finance Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **June 29, 2023**
DEPARTMENT: **Corporation Counsel**
DIRECTOR: **Rhonda Gorden**
PREPARER: **Beth Esselman**

Agenda Summary Corp. Counsel Finance Report

ATTACHMENTS:

- CORP.COUNSEL.June.2023.FinanceReport (PDF)

FINANCE COMMITTEE

Ozaukee County Committee Report

General Fund Corporation Counsel

For the Five Months Ending Wednesday, May 31, 2023

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2023 YTD Actual	2023 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Intergovernmental Revenues	-	($42,207)	$506,150	$548,357	-8.34%
Public Charges for Services	$150	$720	$6,350	$5,630	11.34%
Total Revenues	**$150**	**($41,487)**	**$512,500**	**$553,987**	**-8.10%**
Expenditures					
Salaries	$45,138	$225,321	$562,828	$337,507	40.03%
Fringe Benefits	$18,241	$103,192	$231,837	$128,645	44.51%
Travel/Training	$337	$337	$3,260	$2,923	10.34%
Supplies	$2,346	$3,168	$10,950	$7,782	28.93%
Purchased Services	$289	$4,344	$22,371	$18,027	19.42%
Interdepartment Charges	$3,029	$33,150	$110,330	$77,180	30.05%
Other Expenses	$50	$50	$3,150	$3,100	1.59%
Total Operating Expenditures	**$69,430**	**$369,562**	**$944,726**	**$575,164**	**39.12%**
Capital Outlay					
Total Expenditures	**$69,430**	**$369,562**	**$944,726**	**$575,164**	**39.12%**
Net Increase (Decrease)	**($69,280)**	**($411,049)**	**($432,226)**	**($21,177)**	**95.10%**

Equity:

RESOLUTION NO. (ID # 9439)

INCREASE OF REVENUE 2023 - PLANNING & PARKS

RESOLVED, by the Ozaukee County Board of Supervisors, that budgets be increased in the accounts as follows:

Department / Program

	Account Number	Account Name	AMOUNT	AMOUNT
Planning & Parks				
Expense	222-1-01-51101-000	Regular Salaries and Wages	$200,000	
Expense	222-1-01-52002-000	Travel	1,000	
Expense	222-1-01-52500-000	Conference & Meetings	2,000	
Expense	222-1-01-53410-000	Field Equipment	10,000	
Expense	222-1-01-53601-000	Other Material Supplies	7,000	
Expense	222-1-01-54104-000	Engineering Services	190,000	
Expense	222-1-01-54106-000	Professional Services	10,000	
Expense	222-1-01-54533-000	Contracted Outside Employment	100,000	
Expense	222-1-01-55103-000	Highway - Grounds Maintenance & Construction	455,000	
Revenue	222-1-01-42110-000	Fed Aid - USFWS CTH W		$975,000

Dated at Port Washington, Wisconsin, this 5th day of July 2023.

SUMMARY: US Fish and Wildlife Service (USFWS) Great Lakes Restoration Initiative (GLRI) Fish and Wildlife Management Assistance grant-$975,000

VOTE REQUIRED: Two-Thirds of Members Elect

FINANCE COMMITTEE

Finance Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **June 29, 2023**
DEPARTMENT: **County Clerk**
DIRECTOR: **Karen Niemuth**
PREPARER: **Tyler Quaas**

Agenda Summary Increase of Revenue 2023 - Planning & Parks

ATTACHMENTS:

- INC Rev PP (PDF)

Natural Resources Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **June 8, 2023**
DEPARTMENT: **Planning and Parks**
DIRECTOR: **Andrew Struck**
PREPARER: **Andrew Struck**

Agenda Summary Increase of Revenue Budget Amendment for a U.S. Fish and Wildlife Service Great Lakes Restoration Initiative Fish and Wildlife Management Assistance Grant for Restoring Lands Along County Highway Trunk W and the Milwaukee River in the Village of Saukville for Floodplain and Wetland Restoration as Part of the County Highway Trunk W Road Reconstruction and Restoration Project

BACKGROUND INFORMATION: The Ozaukee County - Planning and Parks Department (Department), in conjunction with the Ozaukee County Highway Department, was awarded a grant from the U.S. Fish and Wildlife Service (USFWS) Great Lakes Restoration Initiative (GLRI) Fish and Wildlife Management Assistance (FWMA) program to support a County-sponsored/owned fish and wildlife habitat improvement project in conjunction with a road reconstruction and improvement project. Specifically, the Department is partnering with the Ozaukee County Highway Department to engineer and design a holistic, long-term solution to improve County Trunk Highway W (CTH W) and alleviate flooding of the active roadway in the Village of Saukville, while improving floodplain connectivity for aquatic organism passage into the riparian floodplains, wetlands and historic Milwaukee River oxbow. Engineering and design are ongoing for a new roadway that allows for floodplain reconnection and functional fish and wildlife habitat connectivity by allowing substantial floodwater to pass under the new roadway, while improving the road infrastructure by decreasing flooding occurrence. Acquisition of property adjacent to the County Trunk Highway W right of way and project area is required for completion of the project plans and for floodplain and wetland mitigation and habitat restoration. Four (4) parcels (ID's 110500502000, 110500510001, 110500506003, 110500504001) containing approximately 67.2 acres and in the floodway of the Milwaukee River have been identified for right of way acquisition and wetland/floodplain mitigation/habitat restoration. These parcels contain approximately 51.1 acres of wetlands, 60.7 acres of regulatory floodway and 67.2 acres (entire area) of 100-year floodplain with a BFE (base flood elevation - studied), thereby, significantly limiting development potential on the parcels (including dry land access to the parcels from CTH W). Secured WDNR Stewardship Local Assistance grant funding would support acquisition of these parcels (or portions of the parcels) and the USFWS GLRI FWMA grant will support restoration activities for implementation of project plans.

ANALYSIS: The USFWS GLRI FWMA grant award is $975,000. The Ozaukee County Natural Resources Committee unanimously approved submittal and acceptance of the USFWS GLRI FWMA grant funds at its February 2, 2023 meeting (Ayes: Holyoke, Jobs, Ross, Matera, Schoessow). Recommended 1:1 leveraged funding will be provided by the secured WisDOT LRIP funding ($1,000,000) for a total project cost of 1,975,000. The original USFWS GLRI FWMA grant submittal requested funds for acquisition of (or portions of) the 4 project parcels, however; after grant submittal, USFWS staff indicated the GLRI FWMA funds needed to be used only for construction and restoration. However, the Department has negotiated with The Conservation Fund, Ducks Unlimited and MMSD for matching grant funding to the WDNR Stewardship Grant for the acquisition.

FISCAL IMPACT:

Balance Current Year: None

Next Year's Estimated Cost: None (Additional Program Revenue of $975,000)

FUNDING SOURCE:

County Levy:

Non-County Levy: X

Indicate source: Secured USFWS GLRI FWMA, WDNR Knowles-Nelson Stewardship Local Assistance, TCF/DU/MMSD and WisDOT LRIP grants.

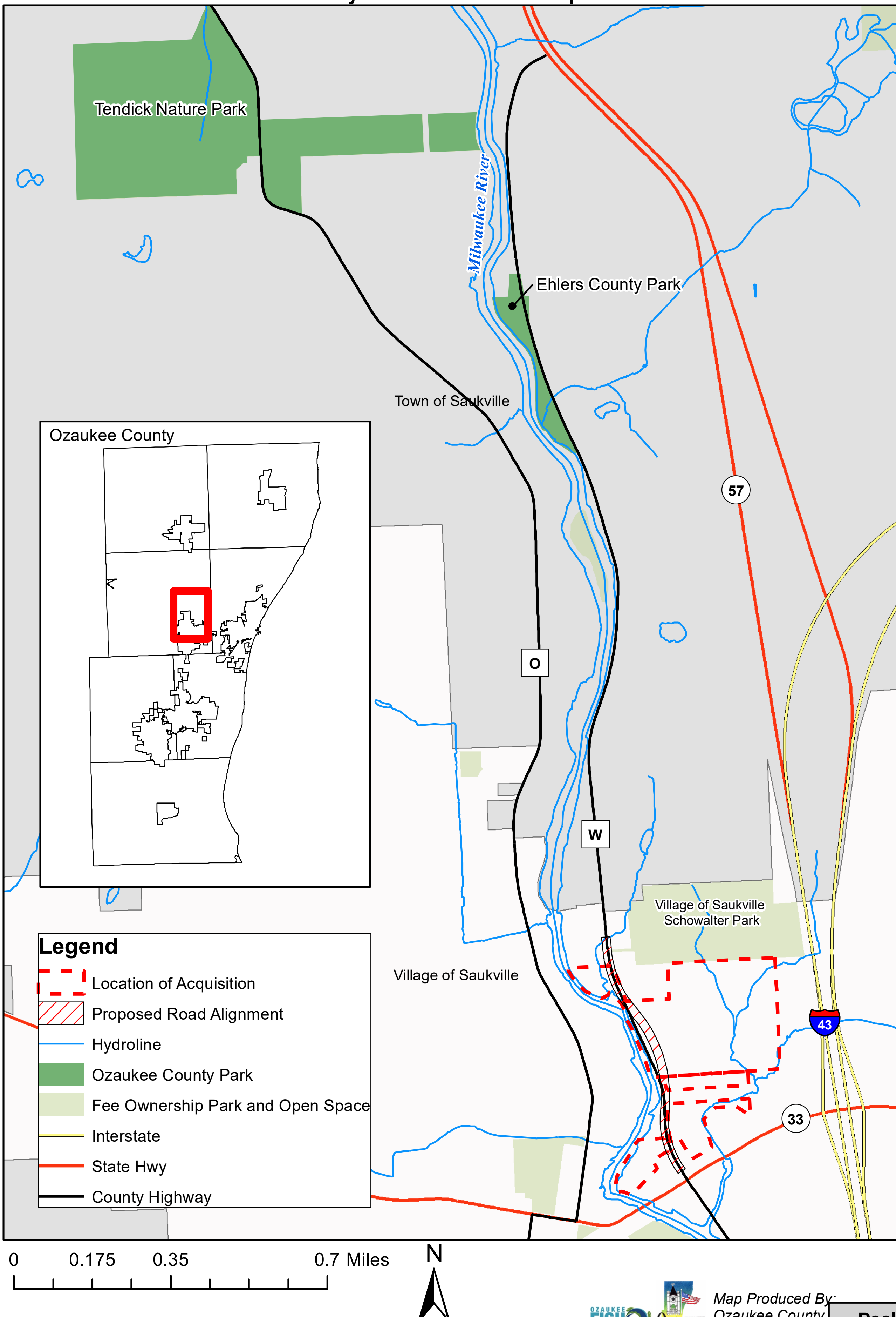
RECOMMENDED MOTION: Approve and recommend to the Ozaukee County Board of Supervisors the budget amendment for the U.S. Fish and Wildlife Service Great Lakes Restoration Initiative Fish and Wildlife Management Assistance grant for restoring up to four parcels in the Village of Saukville for floodplain and wetland mitigation and habitat restoration as part of the CTH W road reconstruction and restoration project in partnership with the Ozaukee County Highway Department and Village of Saukville.

ATTACHMENTS:

- BA_2023_NRC06082023_USFWS_GLRI CTH W Restoration_BA_ATSFinal060123 (XLSX)
- P&P_Dept_CTH W Acquistion_Restoration Map Packet (PDF)

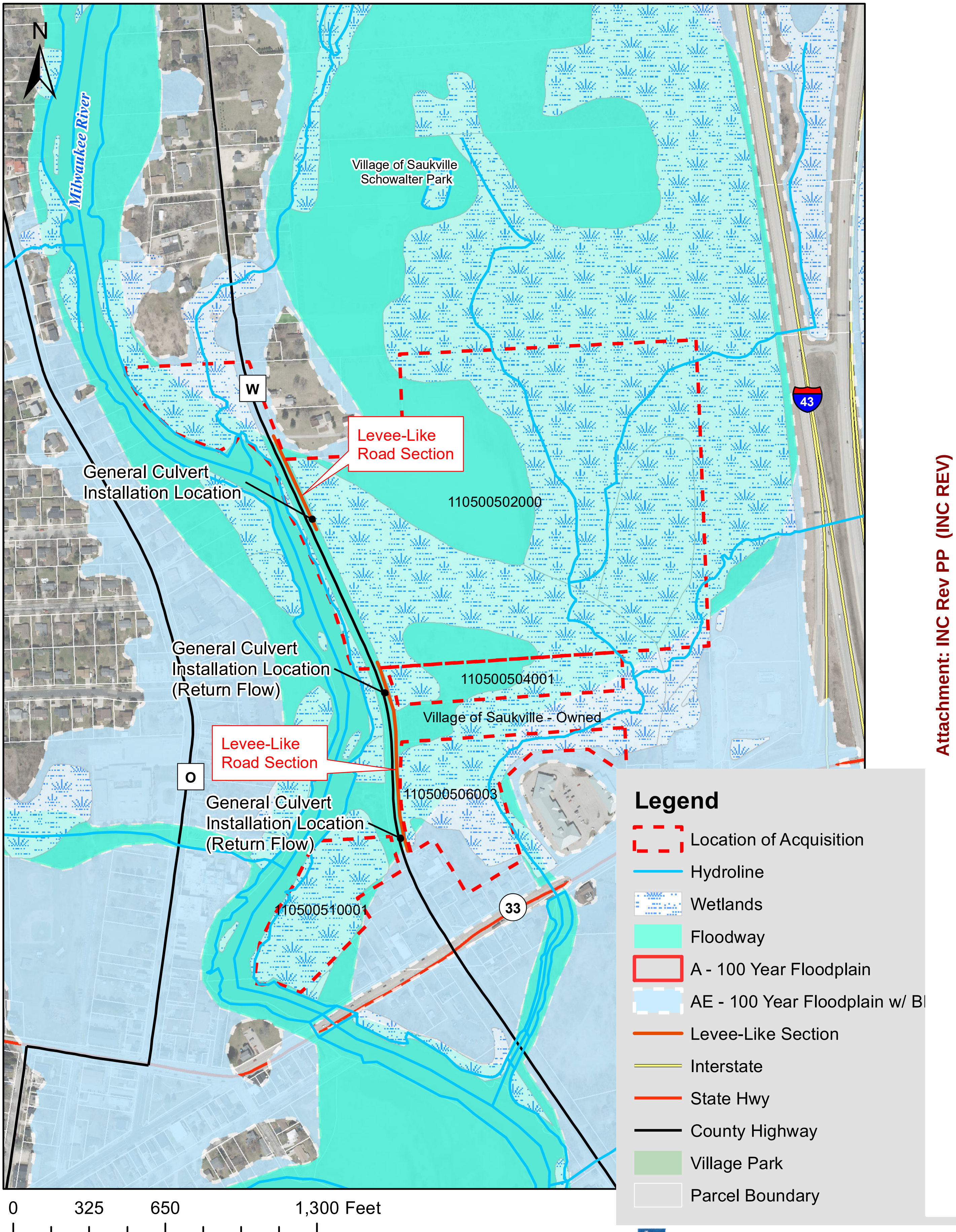
NATURAL RESOURCES COMMITTEE

Reconnecting the Milwaukee River to Historic Oxbow - Village of Saukville, Wisconsin Proposed Acquisition Project Project Location Map



Map Produced By:
Ozaukee County
April, 2022

Reconnecting the Milwaukee River to Historic Oxbow -
Village of Saukville, Wisconsin Proposed Acquisition Project
Project Boundary Map



Map Produced By:
Ozaukee County
February, 2022

Reconnecting the Milwaukee River to Historic Oxbow - Village of Saukville, Wisconsin Proposed Acquisition Project Site Plan Map

Map Produced By:
Ozaukee County
September, 2022

RESOLUTION NO. (ID # 9393)

SUPPLEMENTAL APPROPRIATION 2023 - HUMAN SERVICES

RESOLVED, by the Ozaukee County Board of Supervisors, that funds be committed in the accounts as follows:

Department / Program

	Account Number	Account Name	AMOUNT	AMOUNT
Human Services				
Expense	202-1-01-62512-000	Building Improvements	$31,800	
Revenue	202-0-00-33690-000	Human Services - Committed Budget Adjustment		$31,800

Dated at Port Washington, Wisconsin, this 5th day of July 2023.

SUMMARY: Use of Fund Balance to remodel 3rd floor reception area.

VOTE REQUIRED: Two-Thirds of Members Elect

05/25/23 **Finance Committee POSTPONED**
Next: 06/29/23

RESULT:	**POSTPONED [UNANIMOUS]**	**Next: 6/29/2023 8:00 AM**
MOVER:	E. Stelter, Supervisor District 18	
SECONDER:	J. Hagen, Supervisor District 13	
AYES:	P. Melotik, D. Larson, E. Stelter, J. Hagen	
EXCUSED:	T. Winker	

FINANCE COMMITTEE

Finance Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **June 29, 2023**
DEPARTMENT: **County Clerk**
DIRECTOR: **Julie Winkelhorst**
PREPARER: **Tyler Quaas**

Agenda Summary Supplemental Appropriation 2023 - Human Services

ATTACHMENTS:

- Human Services (PDF)

Health and Human Services Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **May 23, 2023**
DEPARTMENT: **Human Services**
DIRECTOR: **Liza Drake**
PREPARER: **Brad Mueller**

Agenda Summary Supplemental Appropriation Budget Amendment to Remodel 3rd Floor Reception

BACKGROUND INFORMATION: Human Services is requesting use of its fund balance for a secured remodel of the 3rd floor reception area. There are a total of 2 quotes attached. The department is requesting approval to hire JL Business Interiors, Inc. for the job.

ANALYSIS: Proposal from JL Business Interiors will be signed once approved by HHS Committee and County Board.

FISCAL IMPACT:

Balance Current Year: $31,800.00

Next Year's Estimated Cost: $0.00

FUNDING SOURCE:

County Levy:

Non-County Levy: $31,800.00

Indicate source: Fund balance

RECOMMENDED MOTION: The department respectfully requests the approval of the use of its fund balance to better secure the 3rd floor reception area.

ATTACHMENTS:

- Budget Amendment Request - 3rd Floor Reception Area 2023 with quotes (PDF)

HEALTH AND HUMAN SERVICES COMMITTEE
RESULT: **APPROVED [UNANIMOUS]**
MOVER: D. Clark, Vice-Chairperson
SECONDER: S. Rishel, Supervisor District 14
AYES: Irish, Clark, Rishel, Whitworth, Watts

Remit To:
J L BUSINESS INTERIORS, INC.
515 Schoenhaar Drive
P.O. Box 303
West Bend, WI 53095
(262) 338-2221 Fax (262) 338-2269

JL BUSINESS INTERIORS INC.

25 YEARS OF EXCELLENCE

PROPOSAL

DATE	Proposal No.
3/28/2023	29102

BILL TO	SHIP TO
Ozaukee County Finance Department 121 W Main Street PO Box 994 Port Washington WI 53074-0994 Attn: Accounts Payable	Attn: Joe Hicks Ozaukee County Finance Department 121 W Main Street Port Washington WI 53074-0994 jhicks@co.ozaukee.wi.us

CUSTOMER PO	TERMS	REP	PHONE	INSTALL BY
	Net 10 days	RJT	262-483-0061	

LINE	DESCRIPTION	QTY	COST	TOTAL
	Ron, Here Is The Quote That You Requested:			
1.	Administration Building 3rd Floor Panel Project Per Drawing		29,000.00	29,000.00
	** Colors And Finishes To Be Determined			
	Labor To Deliver And Install - Contingent On Normal Business Hours And Normal Conditions		2,800.00	2,800.00
	** Lead Time: TO BE DETERMINED UPON RECEIPT OF SIGNED PROPOSAL & FINISH SELECTIONS **			
	** PRICES NOT SUBJECT TO WISCONSIN SALES TAX **			
	* TERMS - FROM DATE OF INVOICE * LEASING OPTION AVAILABLE * THIS PROPOSAL VALID FOR 30 DAYS - From 03/28/23			
	Quote will be accepted upon a signature and a down payment option.			
	___ 35% DOWN / BAL DUE N10 DAYS FROM DATE OF INVOICE ___ 50% DOWN / BAL DUE N30 DAYS FROM DATE OF INVOICE ___________ DATE PAYMENT WILL BE MADE **PRODUCT WILL NOT BE ORDERED UNTIL DOWN PAYMENT HAS BEEN RECEIVED**			

EFFECTIVE JANUARY 1, 2017:
There will be a 3% processing fee added to invoice for payment using credit card.

TOTAL

Remit To:
J L BUSINESS INTERIORS, INC.
515 Schoenhaar Drive
P.O. Box 303
West Bend, WI 53095
(262) 338-2221 Fax (262) 338-2269

BUSINESS INTERIORS INC.

25 YEARS OF EXCELLENCE

PROPOSAL

DATE	Proposal No.
3/28/2023	29102

BILL TO	SHIP TO
Ozaukee County Finance Department 121 W Main Street PO Box 994 Port Washington WI 53074-0994 Attn: Accounts Payable	Attn: Joe Hicks Ozaukee County Finance Department 121 W Main Street Port Washington WI 53074-0994 jhicks@co.ozaukee.wi.us

CUSTOMER PO	TERMS	REP	PHONE	INSTALL BY
	Net 10 days	RJT	262-483-0061	

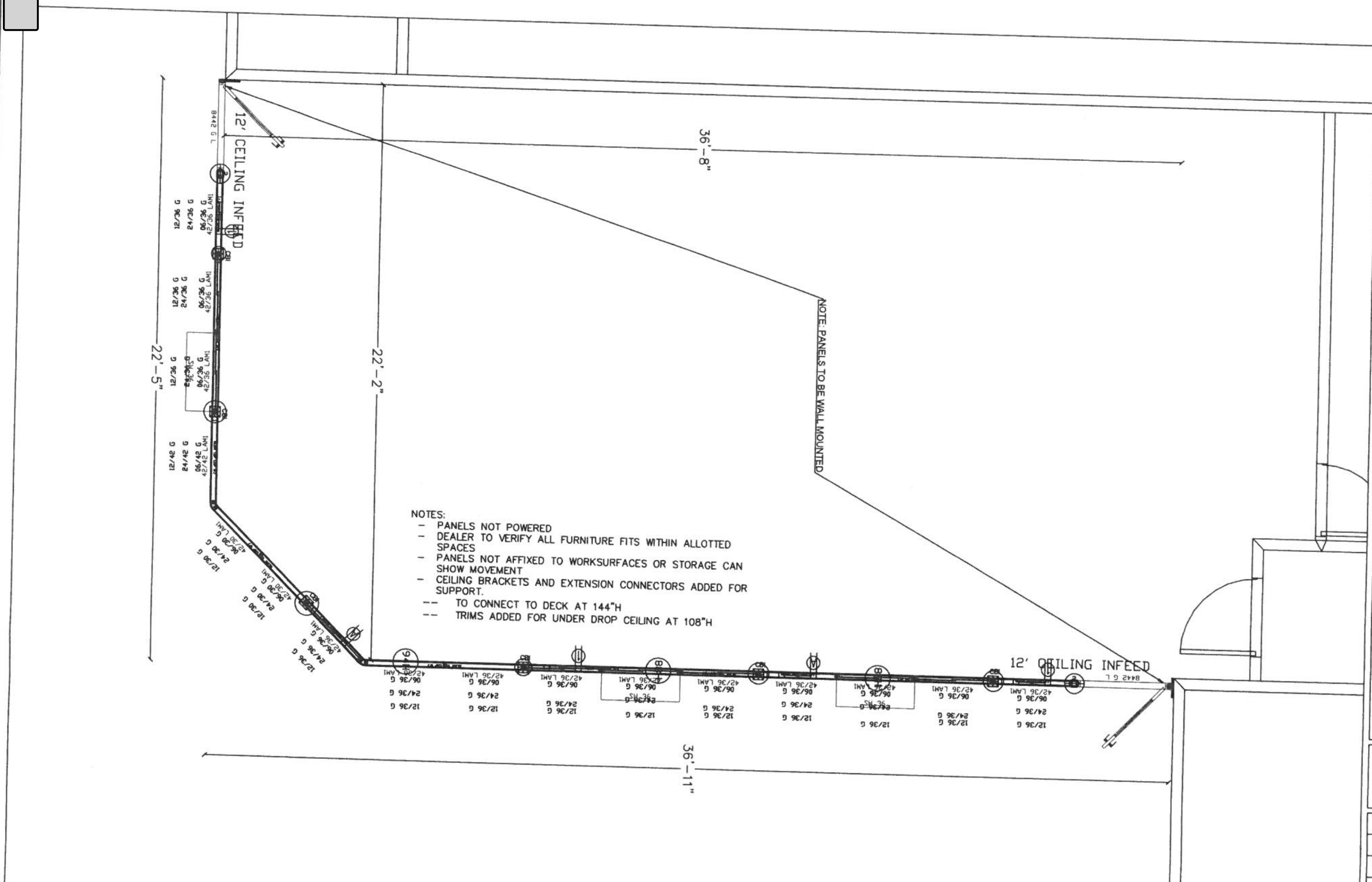
LINE	DESCRIPTION	QTY	COST	TOTAL
	J L Business Interiors would like to thank you for the opportunity to bid this job. If you are purchasing "refurbished" product or "As Is" product, please keep in mind that they are not brand new and may have some slight imperfections. Any new special order items will be subject to a 50% RESTOCKING FEE IF CANCELLED OR RETURNED. To accept this quote, please check one of the payment choice boxes, sign and e-mail to purchasing@jlbusinessinteriors.com or fax it to 262-338-2269. Please feel free to give me a call at 262-338-2221 if you have any questions or if you would like to make any changes. Sincerely, Ron Turk Ron Turk Sales Consultant Quote will be accepted upon a signature. Accepted By__________________________ Date______________			
		TOTAL		$31,800.00

NO REFUNDS OR WARRANTY ON: All Used, Closeout And "As-Is" Product

Subject to a service charge of 1 1/2% per month on all past due amounts. $25.00 charge for NSF check.

EFFECTIVE JANUARY 1, 2017: There will be a 3% processing fee added to invoice for payment using credit card.

Attachment: Human Services (Supplemental Appropriation)



DRAWN TO DEALER PROVIDED SPECIFICATIONS. THE GLOBAL GROUP OF COMPANIES IS NOT RESPONSIBLE FOR THE OVERALL ACCURACY OF ROOM DIMENSIONS, COLUMNS, DOORWAYS, WINDOWS, OBSTRUCTIONS, ETC. THIS RENDERING IS BEING PROVIDED TO YOU IN CONJUNCTION WITH THE PROSPECTIVE RETAIL SALE OF PRODUCTS AND IS FOR INFORMATIONAL PURPOSES ONLY. THE GLOBAL GROUP OF COMPANIES IS NOT A LICENSED INTERIOR DESIGNER OR ARCHITECT.

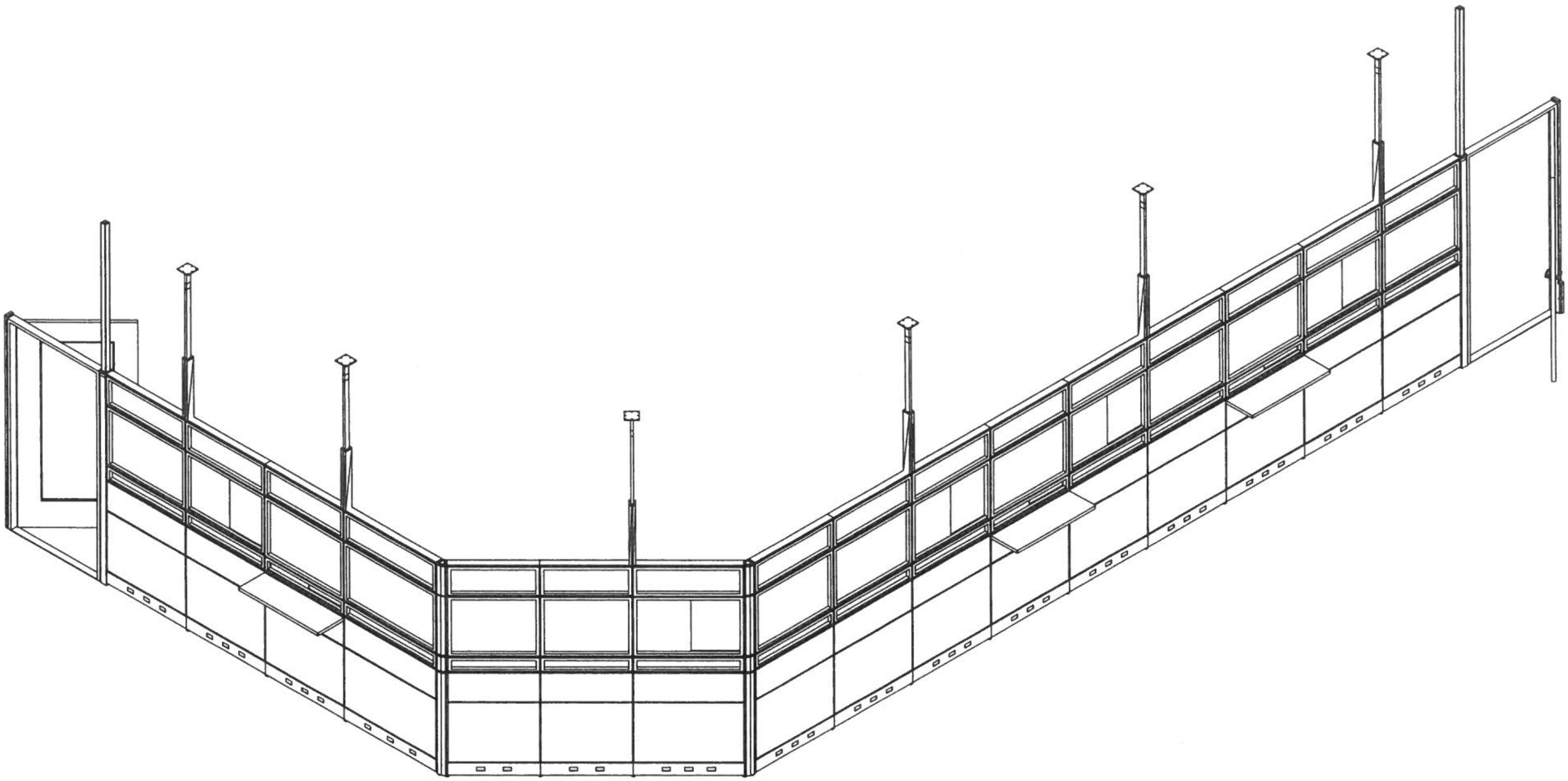
OZAUKEE COUNTY
PLAN

JL BUSINESS INT

SPECIFICATION DEPARTMENT

global furniture group
globalfurnituregroup.com
globalADportfolio.com
evolvefurnituregroup.com

PREPARED BY	CW
DATE	3.16.23
PROJECT NUMBER	S92340
REVISION	1
SHEET	
SCALE = NTS	



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OZAUKEE COUNTY
ISO

JL BUSINESS INT

SPECIFICATION DEPARTMENT

global furniture group
globalfurnituregroup.com
globalADportfolio.com
evolvefurnituregroup.com

PREPARED BY
CW

DATE
3.16.23

PROJECT NUMBER
S92340

REVISION
1

SHEET

SCALE = NTS

rcs COMMERCIAL INTERIORS

7075 W Parkland Ct, Milwaukee WI 53223
1-800-283-7274

Date: 04.20.23
Company: Ozaukee County
Name: Joe Hicks
Address: 121 W. Main St
Port Washington, WI 53074

Manufacturer	Description	Unit Price	Qty.	Total
AIS	Matrix Panel System per Layout with Shatter Proof Glass Laminate Outside Panels / Fabric Inside Panels (Finishes TBD)	$32,574.00	1	$32,574.00
	Removel of Existing Furniture / Delivery / Installation New Furniture	$3,410.00	1	$3,410.00
	***** Use 4ea Existing Desks *****			
	Total			$35,984.00

50% Deposit Due At Time of Order
Sales Tax Additional
Quote Valid for 30 days

Approved by:______________________ Date ____________

Attachment: Human Services (Supplemental Appropriation)

RESOLUTION NO. (ID # 9442)

REPEAL AND REPLACE SECTION 5.01 (6) OF THE OZAUKEE COUNTY POLICY & PROCEDURE MANUAL - WRITE-OFF OF ACCOUNTS RECEIVABLE

RESOLVED, by the Ozaukee County Board of Supervisors, that Section 5.01(6) of the Ozaukee County Policy and Procedure Manual be repealed and replaced to read:

5.01 COUNTY FINANCE

(6) Collection and Write-Off of Accounts Receivable:

(a) Invoices:

1.. Whenever services are provided by an Ozaukee County department, an invoice shall be prepared no later than the 10th business day of the month following the month in which services were provided.

2. If the invoice is not paid, a reminder statement shall be forwarded by the 10th business day of the following month.

3. If the invoice is not paid by the end of the following month, a letter shall be sent offering a payment plan and advising that collection procedures will be initiated at a specified point in time if the debt is not paid and a payment plan is not agreed upon. If the debt is owed to the Department of Human Services, a Notice of Intent to Refer Debt to the Department of Revenue shall be included with the letter sent.

4. The Department of Human Services may exercise discretion not to invoice a client or continue collection efforts if there is a reasonable basis on which to believe that it would be detrimental to the client's mental health.

(b) Collection of Unpaid Invoices:

1. If the debt is not paid and a payment plan is not agreed upon and complied with, the following actions shall be taken:

a. Debts owed to the Department of Human Services.

i. The debt shall be referred to the Department of Revenue for collection through the State Debt Collection Program.

ii. A Collection referral form shall be completed and sent to Corporation Counsel if no payment is received within 12 months of referral to the Department of Revenue and annually thereafter, a referral to the Department of Revenue is not possible or the Department of Revenue has exhausted its collection efforts and removed the debt from its collection program.

iii. The Department of Human Services may exercise discretion not to complete a Collection Referral Form for debts under $150.

b. For debts owed to all other departments, a Collection Referral Form shall be executed and sent to the Corporation Counsel.

2. When the Department of Human Services determines that further collection efforts for a debt should not be undertaken, it shall present the debts proposed for write-off to its Standing Committee for approval.

3. The above procedures are not to be followed when the Statutes dictate a different procedure.

4. Consideration should be given to discontinuation of services for non-payment of charges.

(c) Collection of Unpaid Invoices by Corporation Counsel:

1. The Corporation Counsel shall establish an accounts receivable on its records and attempt to collect all debts referred.

2. The Corporation Counsel shall first send a letter to the individual or entity responsible for the debt requesting that the individual or entity satisfy the debt to avoid further collection actions. A Notice of Intent to Refer Debt to the Department of Revenue may be included with the letter sent.

3. If payment is not made in response to the written request, the Corporation Counsel shall pursue reasonable enforcement options including, but not limited to, certification to the Department of Revenue for collection assistance through the State Debt Collection Program and Tax Refund Interception Program, filing a small claims action or civil action to obtain a judgment or filing a claim against an estate.

4. When Corporation Counsel determines that further collection actions are not reasonable, it shall obtain approval from the Finance Committee to write-off the debts from the County's records.

Dated at Port Washington, Wisconsin, this 5th day of July 2023.

SUMMARY: Repeal and replace Chapter 5.01 (6) - Write-Off of Accounts Receivable of the Ozaukee County Policy and Procedure Manual.

VOTE REQUIRED: Majority

FINANCE COMMITTEE

Finance Committee

AGENDA INFORMATION SHEET

AGENDA DATE:	**June 29, 2023**
DEPARTMENT:	**Corporation Counsel**
DIRECTOR:	**Rhonda Gorden**
PREPARER:	**Tyler Quaas**

Agenda Summary Repeal and Replace Section 5.01 (6) of the Ozaukee County Policy & Procedure Manual - Write-Off of Accounts Receivable

BACKGROUND INFORMATION:

Sub-section 5.01 COUNTY FINANCE (6) sets forth procedures for the collection of debts owed to the County. Corporation Counsel proposes several amendments to the collection procedures due to changes in collection practices over the past several years.

Corporation Counsel began referring debts owed to Ozaukee County to the State Debt Collection Program in 2018. The State Debt Collection Program utilizes a variety of collection methods and has demonstrated substantial success in collecting debts that Corporation Counsel has referred to the program. Attached is a spreadsheet which documents debts collected through the State Debt Collection Program from February 2018 forward. Corporation Counsel proposes an amendment that will make referral to the State Debt Collection Program mandatory.

A substantial majority of debts referred to Corporation Counsel come from the Department of Human Services (DHS). DHS is able to refer debts to the State Debt Collection Program on its own behalf.

Corporation Counsel suggests that it is better practice for DHS to retain control over debt collection to the extent practicable. DHS' staff are in a better position to determine whether it is advisable to pursue, or continuing pursuing, collection of a particular debt based on the known circumstances of the debtor. One of the proposed amendments to the collection procedures would require DHS to first attempt collection of debts through the State Debt Collection Program for a reasonable period of time prior to referring them to Corporation Counsel.

The collection policy currently requires that all unpaid debts of $50 or more be referred to Corporation Counsel for collection. Several years ago, Corporation Counsel began paying statutorily imposed filing fees to the Clerk of Court's office. The filing fees and the cost of serving a summons and complaint are collectively in excess of $100 for each small claims action filed. For this reason, it is no longer an appealing practice to pursue judgments for small debts. The extra costs incurred in a small claims action double or triple small debts for the individuals who owe debts to the County, many who have little or no ability to pay the debt. For this reason, Corporation Counsel proposes to raise from $50 to $150 the threshold for the mandatory referral of unpaid debts by the Department of Human Services to Corporation Counsel. As before, the policy would leave discretion to all departments to refer debts that are less than $150.

Sub-section 5.01 COUNTY FINANCE (6) (b) 4. currently authorizes Corporation Counsel to file a “small claims action” as a collection option. A judgment for debts in excess of $10,000 cannot be obtained through a small claims action, a civil action must be filed. Corporation Counsel has historically protected the interests of the County by filing a civil action for debts in excess of $10,000. Corporation Counsel proposes an amendment that will provide clear authority for Corporation Counsel to file civil actions.

FISCAL IMPACT: None

FUNDING SOURCE: Debt collection is funded by existing County levy. To the extent that the policy changes impose more responsibility for debt collection on the DHS as opposed to Corporation Counsel, the financial burden is merely being transferred from one county department to another.

RECOMMENDED MOTION: Amend Chapter 5 of the Ozaukee County Policy and Procedural Manual by repealing and replacing 5.01 (6)

ATTACHMENTS:

- COLLECTION.REPORT.RKG (PDF)

File #	Referral Date	Referral Amount	Balance	SDC	TI	Pplan	PIF	HOW PIF	W/O? Why	When W/O	JUDGMENT
23-0001-LA	2/23/2023	823.97	823.97	**on hold per RIK**							
23-0002-SSF	2/24/2023	97.00	0.00				3/27/2023	P&P			
23-0003-CP	1/19/2023	50.00	0.00				4/3/2023	P&P			
23-0004-SSF	2/24/2023	150.00	0.00				5/4/2023	SDC			
23-0005-SSF	3/1/20223	150.00	150.00								
23-0006-SSF	3/7/2023	675.00	625.00			$50/mnth					
23-0007-SSF	3/7/2023	150.00	0.00				3/27/2023	CK			
23-0008-SSF	3/7/2023	150.00	150.00	5/11/2023							
23-0009-SSF	3/7/2023	1,200.00	1,200.00	5/11/2023							
23-0010-SSF	4/7/2023	$0.00	0.00	**RETURNED TO DHS; PIF TO THEM 4/2023**							
23-0011-SSF	4/7/2023	$175.00	0.00				4/17/2023	P&P			
23-0012-SSF	4/7/2023	$150.00	0.00				4/24/2023	P&P			
23-0013-SSF	4/7/2023	0.00	0.00	**RETURNED TO DHS; PIF TO THEM 4/2023**							
23-0014-CP	4/26/2023	80.00	80.00	6/1/2023							
23-0015-CP	4/26/2023	110.00	110.00	6/1/2023							
23-0016-CP	4/26/2023	286.93	286.93	6/1/2023							
23-0017-CP	4/26/2023	0.00	0.00	**RETURNED TO DHS**							
23-0018-LA	5/1/2023	32,750.90	32,750.90								
23-0019-CP	5/3/2023	204.41	204.41								
23-0020-SSF	5/9/2023	300.00	300.00								
23-0021-SSF	5/9/2023	0.00	0.00	**RETURNED TO DHS**							
23-0022-SSF	5/10/2023	450.00	450.00								
23-0023-CP	5/22/2023	2,966.36	2,966.36								
23-0024-CP	6/7/2023	685.00	685.00								
23-0025-SSF	6/7/2023	0.00	0.00	**RETURNED TO DHS; PIF TO THEM 6/2023**							
23-0026-SSF	6/7/2023	600.00	600.00								
23-0027-SSF	6/7/2023	200.00	200.00								

TOTAL DEBT:		**42,404.57**	**41,582.57**

File #	Referral Date	Referral Amount	Balance	SDC	TI	Pplan	PIF	HOW PIF	W/O? Why	When W/O	JUDGMENT
2023	27										
28% Pif	6										
16% SDC	1										
83% on own	5										
0% w/o	0										

File #	Referral Date	Referral Amount	Balance	SDC	TI	Pplan	PIF	HOW PIF	W/O? Why	When W/O	JUDGMENT
22-0001-CP	1/7/2022	80.00	0.00	2/22/2022			5/2/2022	SDC			
22-0002-CP	1/7/2022	180.00	0.00	2/22/2022			5/4/2023	SDC			
22-0003-CP	1/7/2022	605.00	0.00	2/22/2022			11/2/2022	SDC			
22-0004-SSF	1/31/2022	0.00	0.00	**RETURNED TO DHS; PIF**							
22-0005-SSF	1/31/2022	250.00	0.00	3/10/2022			5/3/2022	SDC			
22-0006-SSF	2/7/2022	0.00	0.00	**RETURNED TO DHS; PIF**							
22-0007-SSF	1/27/2022	0.00	0.00	**RETURNED TO DHS; PIF**							
22-0008-SSF	2/7/2022	266.79	0.00				3/7/2022	P&P			
22-0009-CP	2/10/2022	491.99	491.99	3/22/2022							
22-0010-CP	2/10/2022	205.00	0.00				3/28/2022	CK			
22-0011-SSF	2/10/2022	300.00	300.00	7/11/2022							
22-0012-CP	3/11/2022	63.00	63.00	removed	**ON HOLD - BANKRUPTCY PROCEEDINGS**						
22-0013-CP	3/11/2022	120.00	0.00				3/28/2022	CK			
22-0014-CP	3/11/2022	85.00	0.00	4/27/2022			5/3/2022	SDC			
22-0015-SSF	3/11/2022	100.00	100.00	4/27/2022							
22-0016-SSF	3/30/2022	75.00	0.00	5/5/2022			5/4/2023	SDC			
22-0017-CP	4/6/2022	365.00	365.00	5/5/2022							
22-0018-CP	4/6/2022	398.62	0.00	5/12/2022			2/6/2023	SDC			
22-0019-CP	5/2/2022	197.00	0.00	6/9/2022			12/6/2022	SDC			
22-0020-CP	5/2/2022	780.97	780.97	6/9/2022							
22-0021-CP	5/2/2022	640.00	189.39	6/9/2022							
22-0022-SSF	5/9/2022	2,430.00	318.50	8/1/2022							
22-0023-SSF	6/7/2022	225.00	0.00	7/12/2022			8/29/2022	P&P			
22-0024-CP	6/7/2022	80.00	0.00	7/12/2022			4/4/2023	SDC			
22-0025-CP	6/7/2022	240.00	0.00	7/12/2022			5/4/2023	SDC			
22-0026-SSF	6/13/2022	97.59	0.00				7/5/2022	SDC			
22-0027-SSF	6/13/2022	75.00	0.00				7/5/2022	CK			
22-0028-SSF	6/13/2022	75.00	0.00				7/5/2022	CK			
22-0029-SSF	6/13/2022	50.00	50.00	8/1/2022							
22-0030-CP	6/29/2022	550.00	0.00			$25/mnth	3/13/2023	CK			
22-0031-SSF	7/25/2022	1,350.00	0.00	10/11/2022			3/2/2023	SDC			
22-0032-CP	8/15/2022	139.36	139.36	removed	**ON HOLD - BANKRUPTCY PROCEEDINGS**						
22-0033-CP	8/15/2022	75.00	0.00	10/11/2022			12/6/2022	SDC			
22-0034-CP	8/15/2022	435.00	435.00	10/11/2022							
22-0035-CP	8/15/2022	1,045.00	1,045.00	10/11/2022							
22-0036-CP	8/15/2022	2,813.18	0.00				11/30/2022	mo			
22-0037-CP	8/31/2022	255.96	0.00				10/27/2022	cash			
22-0038-CP	8/31/2022	1,080.00	1,080.00	11/10/2022							
22-0039-CP	8/31/2022	50.00	0.00				10/4/2022	P&P			
22-0040-SSF	9/8/2022	100.00	0.00				2/6/2023	P&P			22SC573 dismissed
22-0041-SSF	9/8/2022	150.00	0.00	11/10/2022			5/4/2023	SDC			

File #	Referral Date	Referral Amount	Balance	SDC	TI	Pplan	PIF	HOW PIF	W/O? Why	When W/O	JUDGMENT
22-0042-SSF	9/8/2022	100.00	100.00	11/10/2022							
22-0043-SSF	9/8/2022	269.57	0.00				9/19/2022	P&P			
22-0044-CP	9/6/2022	220.00	0.00				10/25/2022	ck			
22-0045-CP	9/6/2022	215.00	0.00	11/10/2022			5/4/2023	SDC			
22-0046-CP	10/18/2022	80.00	0.00	12/13/2022			4/4/2023	SDC			
22-0047-CP	10/18/2022	605.00	605.00	NO SS/DL	**DO NOT PURSUE JUDGMENT PER RKG**						
22-0048-SSF	10/24/2022	1,000.00	0.00				12/6/2022	SDC			
22-0049-CP	11/2/2022	360.00	360.00	12/13/2022							
22-0050-SSF	11/8/2022	362.58	362.58	1/3/2023							
22-0051-SSF	11/8/2022	70.00	0.00	1/5/2023			3/2/2023	SDC			
22-0052-SSF	11/8/2022	100.00	0.00	1/3/2023			4/4/2023	SDC			
22-0053-SSf	11/8/2022	450.00	0.00				12/15/2022	ck	overpaymnt $150 refund		
22-0054-CP	12/1/2022	110.00	0.00	1/19/2023			3/2/2023	SDC			
22-0055-CP	12/1/2022	150.00	0.00	1/19/2023			3/2/2023	SDC			
22-0056-CP	12/1/2022	80.00	80.00	1/19/2023							
22-0057-SSF	12/12/2022	75.00	75.00	1/19/2023							
TOTAL DEBT:		**20,766.61**	**6,940.79**								

2022	57
61% Pif	35
60% SDC	21
40% on own	14
0% w/o	0

Attachment: COLLECTION.REPORT.RKG (P&P Chapter 5 - Write Offs)

File #	Referral Date	Referral Amount	Balance	SDC	TI	Pplan	PIF	HOW PIF	W/O? Why	When W/O	JUDGMENT
21-0001-SSF	1/4/2021	300.00	0.00				3/1/2021	P&P			
21-0002-SSF	1/4/2021	275.00	0.00				9/13/2021	ck			
21-0003-SSF	1/4/2021	140.00	0.00				2/6/2021	ck			
21-0004-CP	1/4/2021	0.00	0.00	**RETURNED TO DHS; DEBTOR PIF THEM DIRECTLY**							
21-0005-SSF	1/4/2021	50.00	0.00				1/25/2021	ck			
21-0006-CP	1/4/2021	390.00	390.00	2/17/2021							
21-0007-CP	1/4/2021	310.00	0.00	2/17/2021			12/1/2021	SDC			
21-0008-SSF	1/4/2021	733.00	0.00				1/25/2021	ck			
21-0009-SSF	1/4/2021	634.50	0.00	4/9/2021			5/3/2022	SDC			21SC145
21-0010-CP	1/11/2021	10,300.00	10,300.00	3/17/2021							
21-0011-SSF	1/11/2021	525.00	0.00	3/17/2021			11/2/2021	SDC			
21-0012-SSF	1/11/2021	850.00	0.00	3/17/2021			12/1/2021	SDC			
21-0013-SSF	1/11/2021	350.00	0.00				2/1/2021	P&P			
21-0014-SSF	1/11/2021	650.00	0.00	3/17/2021			3/2/2022	SDC			
21-0015-CP	1/18/2021	10,825.00	10,825.00	3/17/2021							
21-0016-CP	1/18/2021	105.00	0.00			$25/mnth	7/6/2021	P&P			
21-0017-LA	1/18/2021	495.50	0.00				3/30/2021	CHECK			21SC146
21-0018-LA	2/25/2021	19,126.16	19,126.16						deceased	Jun-22	
21-0019-CP	3/1/2021	3,760.23	0.00	4/11/2021			12/1/2021	SDC			
21-0020-CP	3/8/2021	8,898.00	8,898.00	removed					deceased	2023	
21-0021-SSF	3/8/2021	0.00	0.00	**per DHS, no services rendered**							
21-0022-CP	3/8/2021	800.00	0.00	7/28/2021			5/3/2022	SDC			
21-0023-SSF	3/8/2021	71.50	0.00				3/17/2021	P&P			
21-0024-SSF	3/8/2021	300.00	0.00				3/30/2021	ck			
21-0025-SSF	3/8/2021	150.00	0.00	4/26/2021			6/2/2021	sdc			
21-0026-CP	3/11/2021	80.00	0.00	4/26/2021			6/2/2021	sdc			
21-0027-CP	3/11/2021	140.00	140.00	4/26/2021							
21-0028-SSF	3/18/2021	900.00	900.00	4/26/2021							
21-0029-CP	4/19/2021	6,800.00	6,225.00			$25/mnth					
21-0030-CP	4/19/2021	870.00	870.00	6/1/2021							
21-0031-CP	4/19/2021	3,114.00	2,339.62	9/30/2021							
21-0032-SSF	5/5/2021	50.00	0.00	6/8/2021			10/18/2021	P&P			
21-0033-CP	5/7/2021	105.00	0.00	6/8/2021			1/4/2022	SDC			
21-0034-CP	5/19/2021	70.00	0.00				7/26/2021	P&P			
21-0035-CP	5/19/2021	560.00	560.00	6/21/2021							
21-0036-CP	5/19/2021	70.00	0.00				6/14/2021	ck			
21-0037-CP	5/19/2021	60.00	0.00	6/21/2021			3/2/2022	SDC			
21-0038-SSF	6/1/2021	2,325.00	0.00	7/8/2021			8/2/2022	sdc			

File #	Referral Date	Referral Amount	Balance	SDC	TI	Pplan	PIF	HOW PIF	W/O? Why	When W/O	JUDGMENT
21-0039-CP	6/3/2021	0.00	0.00	**RETURNED TO DHS; PD THROUGH MEDICAID**							
21-0040-CP	6/14/2021	720.00	0.00	7/28/2021			2/6/2023	SDC			
21-0041-CP	6/21/2021	80.00	80.00	7/28/2021							
21-0042-CP	6/21/2021	87.82	0.00	7/28/2021			5/4/2023	SDC			
21-0043-CP	7/7/2021	160.00	0.00	8/12/2021			2/1/2022	SDC			
21-0044-CP	7/7/2021	855.00	0.00			$171/mnth	4/11/2022	P&P			
21-0045-CP	7/7/2021	200.58	200.58	8/12/2021							
21-0046-CP	7/7/2021	12,456.00	0.00	9/28/2021			12/1/2021	SDC			
21-0047-CP	7/7/2021	1,174.15	1,174.15	8/12/2021							
21-0048-CP	7/7/2021	75.00	0.00				10/5/2021	ck			
21-0049-CP	7/26/2021	8,307.35	7,857.35			$25/mnth					
21-0050-CP	7/28/2021	7,785.00	7,765.00	12/13/2022		default					
21-0051-SSF	8/19/2021	225.00	0.00				9/23/2021	ck			
21-0052-SSF	8/19/2021	525.00	0.00				5/3/2022	SDC			
21-0053-CP	8/24/2021	160.00	0.00	9/28/2021			5/2/2022	SDC			
21-0054-CP	8/24/2021	127.32	0.00			$25/mnth	2/16/2022	ck			
21-0055-CP	8/24/2021	400.00	400.00	9/28/2021							
21-0056-CP	8/24/2021	770.00	0.00	10/21/2021			12/1/2021	SDC			
21-0057-CP	9/13/2021	120.00	0.00	10/27/2021			3/2/2022	SDC			
21-0058-CP	9/13/2021	60.00	0.00	10/21/2021			5/4/2023	SDC			
21-0059-CP	9/13/2021	60.00	60.00	10/21/2021							
21-0060-SSF	9/16/2021	300.00	0.00	10/27/2021			9/2/2022	SDC			
21-0061-SSF	9/16/2021	400.00	0.00	10/27/2021			5/3/2022	SDC			
21-0062-SSF	10/13/2021	112.50	0.00	11/16/2021			4/4/2022	SDC			
21-0063-LA	10/20/2021	2,034.45	0.00				2/6/2023	CK			21SC706
21-0064-CP	10/27/2021	137.00	0.00	11/30/2021			3/2/2022	SDC			
21-0065-CP	10/27/2021	3,860.00	2,766.85	11/30/2021							
21-0066-CP	10/27/2021	280.00	0.00	12/1/2022			3/2/2023	SDC			
21-0067-SSF	11/2/2021	50.00	0.00	1/3/2022			5/3/2022	SDC			
21-0068-SSF	11/2/2021	75.00	0.00				11/29/2021	P&P			
21-0069-SSF	11/2/2021	0.00	0.00	**RETURNED TO DHS; DEBTOR PIF THEM DIRECTLY**							
21-0070-SSF	11/2/2021	100.00	0.00				11/23/2021	P&P			
21-0071-SSF	11/2/2021	70.00	0.00				11/17/2021	P&P			
21-0072-CP	11/16/2021	70.00	0.00	1/3/2022			5/3/2022	SDC			
21-0073-SSF	11/18/2021	225.00	0.00				11/30/2021	P&P			

File #	Referral Date	Referral Amount	Balance	SDC	TI	Pplan	PIF	HOW PIF	W/O? Why	When W/O	JUDGMENT
21-0074-SSF	11/18/2021	0.00	0.00	**RETURNED TO DHS; DEBTOR PIF THEM DIRECTLY**							
21-0075-CP	12/9/2021	272.23	0.00	1/12/2022			2/6/2023	SDC			
21-0076-CP	12/9/2021	105.00	0.00	1/12/2022			3/2/2022	SDC			
21-0077-LA	12/16/2021	24.00	0.00				1/19/2022	ck			
21-0078-LA	12/16/2021	70.00	0.00				1/24/2022	ck			
TOTAL DEBT:		**117,716.29**	**80,877.71**								

2021	78
70% paid to date	54
56% SDC	30
44% on own	24
3% w/o	2

Attachment: COLLECTION.REPORT.RKG (P&P Chapter 5 - Write Offs)

2020 COLLECTION REPORT

File #	Referral Date	Referral Amount	Balance	SDC	TI	Pplan	PIF	HOW PIF	W/O? Why	When W/O	JUDGMENT
20-0001-CP	1/7/2020	250.00	250.00						DECEASED	2020	
20-0002-CP	1/7/2020	240.25	0.00	2/10/2020			5/9/2020	SDC			
20-0003-LA	1/16/2020	0.00	0.00	LASATA RECALLED; PIF CASH TO THEM							
20-0004-CP	1/14/2020	508.34	0.00	2/17/2020			5/9/2020	SDC			
20-0005-CP	1/14/2020	150.00	0.00	2/17/2020			3/3/2020	SDC			
20-0006-CP	1/14/2020	152.98	152.98	2/17/2020							
20-0007-LA	1/30/2020	1,065.50	0.00	removed		Yes	4/19/2021	CHECK			Stip&Order
20-0008-CP	2/10/2020	100.00	0.00	3/11/2020			5/9/2020	SDC			
20-0009-SSF	2/10/2020	450.00	0.00	3/11/2020			5/4/2023	SDC			
20-0010-SSF	2/10/2020	250.00	250.00	3/11/2020					DECEASED	2022	
20-0011-CP	2/10/2020	250.00	250.00	removed	Jul-22						
20-0012-CP	2/17/2020	81.70	81.70	5/27/2020							
20-0013-CP	2/17/2020	120.10	0.00				2/1/2021	P&P			
20-0014-CP	2/17/2020	116.67	0.00	5/27/2020			5/4/2023	SDC			
20-0015-CP	2/17/2020	75.00	0.00	5/27/2020			4/1/2021	SDC			
20-0016-CP	2/17/2020	67.20	67.20	6/22/2020							
20-0017-LA	2/24/2020	0.00	0.00	DECEASED; returned to Lasata							
20-0018-LA	6/17/2020	929.00	929.00						DECEASED	2020	
20-0019-LA	7/13/2020	289.50	0.00				9/24/2020	CHECK			dismissed
20-0020-CP	7/13/2020	390.00	0.00	9/5/2020			11/9/2020	P&P			
20-0021-CP	7/13/2020	465.00	320.75	9/5/2020							
20-0022-CP	7/13/2020	100.00	0.00	9/5/2020			6/2/2021	SDC			
20-0023-CP	7/13/2020	100.00	100.00	9/5/2020							
20-0024-CP	7/13/2020	130.00	0.00	9/10/2020			3/3/2021	SDC			
20-0025-CP	7/13/2020	558.78	0.00				11/16/2020	P&P			
20-0026-CP	7/13/2020	2,406.67	665.41	9/5/2020							
20-0027-CP	7/15/2020	815.00	0.00	1/3/2022		default	5/3/2022	SDC			
20-0028-CP	7/15/2020	75.00	0.00				8/19/2020	check			
20-0029-CP	7/15/2020	135.00	0.00				10/3/2020	P&P			
20-0030-CP	7/15/2020	220.00	220.00	removed	Jul-22						
20-0031-CP	7/15/2020	125.00	0.00	9/10/2020			4/1/2021	SDC			
20-0032-CP	7/15/2020	388.25	388.25	9/10/2020							
20-0033-CP	7/15/2020	75.00	0.00				8/29/2020	check			
20-0034-CP	7/15/2020	2,018.00	0.00	9/10/2020			11/2/2022	SDC			
20-0035-SSF	7/15/2020	1,180.00	148.58	3/17/2021							
20-0036-CP	7/15/2020	60.00	0.00	9/10/2020			4/1/2021	SDC			
20-0037-CP	7/15/2020	0.00	0.00	DECEASED 2019; returned to Lasata							
20-0038-CP	7/15/2020	13,502.28	13,002.28						settlement $500 pd pe	2023	
20-0039-SSF	7/15/2020	425.00	0.00	9/28/2020			5/4/2023	SDC			
20-0040-CP	7/15/2020	7,798.80	7,518.50	removed		$10/mnth					
20-0041-CP	7/15/2020	5,932.00	0.00	9/5/2020			6/5/2023	SDC			
20-0042-CP	7/15/2020	5,932.00	5,932.00	9/5/2020							
20-0043-CP	7/15/2020	13,347.00	13,347.00	9/5/2020							
20-0044-CP	7/15/2020	5,652.00	5,032.80	9/5/2020							
20-0045-CP	7/15/2020	32,300.00	0.00	10/17/2020			1/4/2022	SDC			
20-0046-CP	7/15/2020	4,449.00	4,449.00	9/10/2020							
20-0047-CP	7/15/2020	2,317.90	1,780.58	9/10/2020							
20-0048-CP	7/15/2020	2,433.80	2,433.80	9/29/2020							
20-0049-CP	7/15/2020	12,748.45	12,748.45	10/17/2020							
20-0050-SSF	7/15/2020	750.00	0.00	9/5/2020			3/3/2021	SDC			
20-0051-CP	8/27/2020	80.00	0.00	10/17/2020			3/22/2021	P&P			
20-0052-CP	8/27/2020	520.20	0.00	9/28/2021		default	3/2/2022	SDC			
20-0053-CP	8/27/2020	785.00	0.00	5/26/2021		default	7/1/2021	SDC			
20-0054-CP	8/27/2020	205.00	0.00	10/17/2020			6/2/2021	SDC			
20-0055-CP	8/27/2020	355.00	355.00	2/17/2021							

2020 COLLECTION REPORT

File #	Referral Date	Referral Amount	Balance	SDC	TI	Pplan	PIF	HOW PIF	W/O? Why	When W/O	JUDGMENT
20-0056-CP	8/27/2020	$555.00	$555.00	10/17/2020							
20-0057-CP	8/27/2020	$5,100.00	$5,100.00	removed	Jul-22						
20-0058-CP	9/12/2020	$0.00	$0.00	COMBINED WITH 20-0052-CP PER DHS							
20-0059-CP	10/3/2020	$340.00	$0.00				11/9/2020	P&P			
20-0060-CP	11/5/2020	$1,075.00	$917.01	removed					DECEASED	2023	
20-0061-CP	11/5/2020	$89.31	$89.31						DECEASED	2022	
20-0062-LA	12/1/2020	$20,472.36	$0.00	7/28/2021			10/4/2022	CK			20cv385
20-0063-SSF	12/6/2020	$300.00	$0.00	2/9/2021			3/3/2021	SDC			
20-0064-CP	12/13/2020	$160.00	$0.00	2/9/2021			4/1/2021	SDC			
20-0065-CP	12/13/2020	$15,570.00	$0.00	3/17/2021			1/4/2022	SDC			
TOTAL DEBT:		**167,533.04**	**77,084.60**								

2020	65
49% pif	33
67% SDC	22
34% on own	11
9% w/o	6

Attachment: COLLECTION.REPORT.RKG (P&P Chapter 5 - Write Offs)

File #	Referral Date	REFERRAL AMOUNT	Balance	SDC	TI	Pplan	PIF	HOW PIF	W/O? Why	When W/O	JUDGMENT
19-0001-CP	1/8/2019	$100.00	$0.00	2/13/2019			10/2/2019	SDC			
19-0002-CP	1/8/2019	$5,625.95	$5,380.95			$5/mnth					
19-0003-CP	1/8/2019	$7,801.33	$6,401.63			$50mnth					
19-0004-CP	1/8/2019	$445.00	$0.00	2/13/2019			1/7/2020	SDC			
19-0005-CP	1/8/2019	$724.00	$0.00	11/9/2020			3/3/2021	SDC			
19-0006-CP	1/8/2019	$0.00	$0.00	**RETURNED TO DHS; PD THROUGH MEDICAID**							
19-0007-CP	1/8/2019	$257.98	$0.00	2/13/2019			2/19/2019	CK			
19-0008-CP	1/8/2019	$175.00	$0.00	2/13/2019			8/6/2019	SDC			
19-0009-CP	1/8/2019	$0.00	$0.00	**DHS RECALLED; CLOSED**							
19-0010-CP	1/8/2019	$180.00	$180.00	2/13/2019							
19-0011-MISC	1/9/2019	$1,980.00	$0.00	No ss/dl#			2/25/2019	CK			
19-0012-LA	1/16/2019	$302.00	$0.00	2/19/2019			7/5/2022	SDC			10/21/2020
19-0013-CP	1/21/2019	$715.00	$0.00	no ss/dl			12/20/2021	CK			
19-0014-CP	1/21/2019	$6,498.00	$4,559.50	no ss/dl		$25/mnth					
19-0015-CP	1/21/2019	$480.00	$480.00	2/27/2019							
19-0016-CP	1/21/2019	$340.00	$340.00	6/8/2021							
19-0017-CP	1/21/2019	$510.00	$510.00	2/27/2019							
19-0018-CP	1/21/2019	$100.00	$0.00	2/27/2019			5/7/2019	SDC			
19-0019-SSF	2/4/2019	$184.50	$94.50	NO ss/dl		$20/MNTH					Stip&order
19-0020-CP	2/11/2019	$1,841.25	$0.00	3/11/2019			9/4/2019	SDC			
19-0021-CP	2/11/2019	$2,680.00	$0.00	3/11/2019			2/1/2022	SDC			
19-0022-CP	2/11/2019	$5,065.00	$4,589.75	3/11/2019							
19-0023-CP	2/11/2019	$240.00	$0.00	6/28/2019			5/9/2020	SDC			
19-0024-CP	2/11/2019	$960.00	$0.00	3/14/2019			4/7/2020	SDC			
19-0025-CP	3/6/2019	$60.00	$0.00				3/18/2019	CK			
19-0026-CP	3/6/2019	$190.00	$0.00	4/6/2019			4/10/2019	SDC			
19-0027-CP	3/6/2019	$6,526.14	$5,021.14	no ss/dl		$25/mnth					
19-0028-CP	3/6/2019	$3,435.00	$3,435.00	4/10/2019							
19-0029-CP	3/12/2019	$50.00	$50.00	4/22/2019							
19-0030-CP	3/12/2019	$62.50	$0.00	4/22/2019			3/3/2020	SDC			
19-0031-LA	3/21/2019	$3,940.00	$3,940.00						DECEASED	11/3/2020	
19-0032-CP	3/28/2019	$490.00	$490.00	removed	7/1/2022						
19-0033-CP	3/28/2019	$3,400.00	$3,400.00	5/1/2019							
19-0034-CP	3/28/2019	$1,043.00	$0.00	5/1/2019			4/2/2020	SDC			
19-0035-CP	4/10/2019	$80.00	$0.00	5/14/2019			11/6/2019	SDC			
19-0036-CP	4/10/2019	$400.00	$400.00	removed	7/1/2022						
19-0037-CP	4/10/2019	$531.97	$0.00				4/24/2019	CK			
19-0038-CP	4/10/2019	$1,450.00	$0.00	5/14/2019			7/5/2022	SDC			
19-0039-CP	4/18/2019	$2,315.00	$0.00	5/29/2019			12/7/2020	SDC			

File #	Referral Date	EFERRAL AMOU	Balance	SDC	TI	Pplan	PIF	HOW PIF	W/O? Why	When W/O	JUDGMENT
19-0040-CP	4/29/2019	$0.00	$0.00	**DHS RECALLED; CLOSED**							
19-0041-CP	4/29/2019	$177.16	$0.00				5/20/2019	CK			
19-0042-CP	4/29/2019	$1,675.00	$0.00	12/20/2020			8/3/2021	SDC			
19-0043-CP	4/29/2019	$444.26	$0.00	5/29/2019			9/4/2019	SDC			
19-0044-CP	4/29/2019	$394.55	$0.00	6/21/2021			2/1/2022	SDC			
19-0045-CP	4/29/2019	$1,170.00	$1,170.00	6/17/2019							
19-0046-CP	5/13/2019	$180.00	$0.00	6/13/2019			7/2/2019	SDC			
19-0047-CP	5/13/2019	$92.00	$0.00	6/13/2019			11/6/2019	SDC			
19-0048-CP	5/13/2019	$100.00	$0.00				6/14/2019	P&P			
19-0049-CP	5/13/2019	$1,690.00	$9.00	7/11/2019			6/2/2021	SDC	too low for ti/sdc $9	2022	
19-0050-CP	6/3/2019	$90.00	$0.00	7/11/2019			1/7/2020	SDC			
19-0051-CP	6/3/2019	$360.00	$0.00	7/11/2019			4/2/2020	SDC			
19-0052-CP	6/11/2019	$320.00	$320.00	7/11/2019							
19-0053-CP	6/11/2019	$149.00	$0.00	7/25/2019			12/1/2021	SDC			
19-0054-LA	6/24/2019	$120.00	$102.00	7/25/2019							
19-0055-LA	6/24/2019	$160.00	$0.00	7/25/2019			3/3/2020	SDC			
19-0056-LA	6/26/2019	$3,360.00	$0.00	7/30/2019			4/4/2022	SDC			
19-0057-MISC	6/12/2019	$200.00	$0.00				7/25/2019	P&P			
19-0058-CP	6/28/2019	$323.36	$0.00	7/30/2019			3/3/2020	SDC			
19-0059-CP	6/28/2019	$719.10	$0.00	7/30/2019			3/3/2021	SDC			
19-0060-CP	6/28/2019	$5,295.22	$4,935.20			$10/mnth					
19-0061-CP	6/28/2019	$1,255.00	$0.00	7/30/2019			1/4/2021	SDC			
19-0062-CP	7/15/2019	$0.00	**$0.00**	**DHS RECALLED; CLOSED**							
19-0063-SSF	7/15/2019	$480.00	$0.00	8/19/2019			3/3/2020	SDC			
19-0064-CP	7/15/219	$490.00	$0.00	8/19/2019			4/1/2021	SDC			
19-0065-CP	7/15/2019	$280.00	$280.00	8/19/2019							
19-0066-CP	7/15/2019	$75.00	$0.00	8/19/2019			5/9/2020	SDC			
19-0067-CP	7/15/2019	$0.00	$0.00	**DHS RECALLED; CLOSED**							
19-0068-SSF	7/15/2019	$600.00	$0.00	8/19/2019			3/3/2020	SDC			
19-0069-SSF	7/15/2019	$100.00	$0.00	8/19/2019			4/2/2020	SDC			
19-0070-CP	7/15/2019	$266.00	$0.00			Y	6/9/2020	CK			
19-0071-CP	7/15/2019	$930.00	$0.00			Y	11/17/2021	P&P			
19-0072-CP	7/15/2019	$162.08	$0.00	8/19/2019			5/4/2023	SDC			
19-0073-CP	7/15/2019	$670.00	$670.00	8/19/2019							
19-0074-SSF	7/15/2019	$794.50	$794.50	6/17/2021							10/16/2019
19-0075-SSF	7/15/2019	$0.00	$0.00	combined w/ 20-0035-SSF per DHS							

File #	Referral Date	EFERRAL AMOU	Balance	SDC	TI	Pplan	PIF	HOW PIF	W/O? Why	When W/O	JUDGMENT
19-0076-CP	7/25/2019	$325.00	$325.00	8/27/2019							
19-0077-SSF	7/25/2019	$100.00	$100.00	8/27/2019							
19-0078-CP	8/7/2019	$90.00	$0.00	9/11/2019			6/6/2020	SDC			
19-0079-CP	8/7/2019	$315.00	$0.00	9/7/2019			11/6/2019	SDC			
19-0080-CP	8/7/2019	$4,415.90	$4,415.90	No ss/dl#							12/28/2019
19-0081-CP	8/7/2019	$6,953.70	$6,953.70	removed					deceased	2/24/2020	
19-0082-SSF	8/13/2019	$300.00	$300.00	removed					deceased	2022	
19-0083-CP	8/13/2019	$215.00	$0.00				9/10/2019	M.O.			
19-0084-CP	8/13/2019	$165.00	$0.00	9/16/2019			2/4/2020	SDC			
19-0085-CP	8/13/2019	$155.00	$155.00	removed					deceased	5/30/2020	
19-0086-CP	8/26/2019	$104.17	$104.17	removed	7/1/2022						
19-0087-CP	8/26/2019	$175.00	$0.00	10/3/2019			3/2/2022	SDC			
19-0088-CP	8/26/2019	$90.00	$0.00				9/10/2019	CK			
19-0089-CP	9/3/2019	$170.00	$0.00				9/24/2019	P&P			
19-0090-CP	9/3/2019	$100.00	$0.00	10/3/2019			2/4/2020	SDC			
19-0091-CP	9/3/2019	$705.00	$0.00	10/3/2019			1/4/2023	SDC			
19-0092-CP	9/3/2019	$2,090.00	$0.00	11/12/2019			5/3/2022	SDC			
19-0093-CP	10/3/2019	$165.00	$0.00	11/12/2019			12/4/2019	SDC			
19-0094-CP	10/3/2019	$120.00	$0.00	11/12/2019			5/9/2020	SDC			
19-0095-CP	10/3/2019	$295.00	$0.00	11/12/2019			3/3/2020	SDC			
19-0096-SSF	10/3/2019	$600.00	$0.00	11/12/2019			2/4/2020	SDC			
19-0097-LA	10/16/2019	$18,785.86	$18,785.86						deceased	11/3/2020	
19-0098-CP	10/17/2019	$85.00	$0.00	11/18/2019			7/2/2020	SDC			
19-0099-CP	10/17/2019	$375.00	$0.00	11/18/2019			5/4/2021	SDC			
19-0100-CP	10/24/2019	$100.00	$100.00	12/2/2019							
19-0101-CP	10/24/2019	$0.00	$0.00	**DHS RECALLED; CLOSED**							
19-0102-CP	10/31/2019	$550.00	$0.00				11/21/2019	CK			
19-0103-CP	10/31/2019	$132.00	$0.00	12/2/2019			3/3/2021	SDC			
19-0104-CP	12/12/2019	$160.00	$0.00	1/29/2020			2/2/2021	SDC			
19-0105-SSF	12/18/2019	$0.00	$0.00	**DHS RECALLED; CLOSED**							
19-0106-CP	12/19/2019	$80.00	$0.00				1/9/2020	P&P			
TOTAL DEBT:		**122,217.48**	**78,792.80**								

2019	106
61% pif	65
77% SDC	50
14% TRIP	9
23% on own	15
5% w/o	6

2018 COLLECTION REPORT

File #	Referral Date	Referral Amount	Balance	SDC	TI	Pplan	PIF	HOW PIF	W/O? Why	When W/O	JUDGMENT
180001CP	1/8/2018	193.75	0.00	2/10/2018			7/2/2019	SDC			
180002CP	1/8/2018	240.00	25.00	2/10/2018							
180003CP	1/8/2018	1,730.00	0.00	8/5/2018			11/2/2022	sdc			
180004CP	1/8/2018	88.00	0.00	2/10/2018			2/20/2018	TI			
180005CP	1/8/2018	558.34	0.00	3/17/2021			2/1/2022	SDC			
180006CP	1/8/2018	1,105.00	0.00				9/7/2022	CHECK			
180007CP	1/8/2018	1,140.00	0.00		2/10/2018		3/23/2021	TI			
180008HWY	1/9/2018	168.25	0.00	7/31/2018			2/6/2019	SDC			
180010HWY	1/9/2018	192.11	0.00				7/25/2018	CASH			
180011HWY	1/9/2018	502.34	0.00				3/20/2018	INS CHK			
180012HWY	1/9/2018	821.93	0.00	8/1/2018			1/8/2019	SDC			
180013CP	1/30/2018	1,320.00	0.00	8/15/2018			5/3/2022	SDC			
180014CP	2/19/2018	140.00	0.00				3/21/2018	CHECK			
180015CP	2/19/2018	3,055.00	0.00	12/20/2020			2/6/2023	SDC			
180016CP	2/19/2019	254.17	254.17						BANKRUPTCY	2019	
180017CP	2/26/2018	1,660.00	1,660.00						DECEASED	2020	
180018CP	3/5/2018	300.00	0.00	8/15/2018			11/6/2018	SDC			
180019CP	3/14/2018	150.00	0.00				4/2/2018	CHECK			
180020CP	3/14/2018	1,030.00	1,030.00	8/30/2018							
180021CP	3/14/2018	62.40	0.00	11/1/2018			9/4/2019	SDC			
180022CP	4/9/2018	120.00	0.00	9/6/2018			3/5/2019	SDC			
180023CP	4/9/2018	420.00	0.00	8/15/2018			10/2/2018	SDC			
180024CP	4/9/2018	1,250.00	606.50	10/25/2018							
180025CP	4/9/2018	610.00	0.00		5/10/2018		2/12/2020	TI			
180026CP	4/9/2018	70.00	0.00		5/10/2018		4/18/2019	TI			
180027CP	4/10/2018	125.00	0.00		5/10/2018		2/20/2019	TI			
180028CP	4/10/2018	835.00	0.00		5/10/2018		9/15/2021	TI			
180029CP	4/10/2018	150.00	0.00	9/6/2018			11/12/2018	SDC			
180030SSF	5/1/2018	100.00	0.00	9/6/2018			2/6/2019	SDC			
180031CP	5/1/2018	1,140.00	1,140.00	removed	removed				SOL; too many judgm	2023	
180032SSF	5/1/2018	300.00	0.00				2/13/2019	TI			
180033CP	5/9/2018	90.00	0.00		6/14/2018		3/11/2020	TI			
180034CP	5/9/2018	145.00	145.00						DECEASED	2020	
180035CP	5/14/2018	1,331.11	1,331.11	8/1/2018			5/7/2019	SDC			
180036CP	5/14/2018	212.47	0.00				6/5/2018	CHECK			
180037CP	5/14/2018	301.24	0.00	8/8/2018			10/2/2018	SDC			
180038CP	5/31/2018	1,379.67	1,379.67	removed	Jul-22						
180039CP	5/31/2018	300.00	93.87	8/1/2018							
180040CP	5/31/2018	240.00	0.00	8/15/2018			5/7/2019	SDC			
180042CP	6/28/2018	175.00	16.00						removed; too low	2022	
180043CP	6/28/2018	50.00	0.00	7/31/2018			5/7/2019	SDC			
180044CP	6/28/2018	295.00	295.00	removed	Jul-22						
180045CP	6/28/2018	475.00	0.00	7/31/2018			4/2/2020	SDC			
180046CP	6/28/2018	1,178.00	1,018.00	11/9/2020							
180047CP	6/28/2018	295.00	0.00	8/8/2018			3/5/2019	sdc			

Attachment: COLLECTION.REPORT.RKG (P&P Chapter 5 - Write Offs)

2018 COLLECTION REPORT

File #	Referral Date	Referral Amount	Balance	SDC	TI	Pplan	PIF	HOW PIF	W/O? Why	When W/O	JUDGMENT
180048CP	6/28/2018	3,808.53	0.00	7/31/2018			5/3/2020	SDC			
180049CP	6/28/2018	137.49	137.49						DECEASED	2022	
180050CP	6/28/2018	58.00	0.00	7/28/2018			1/3/2019	TI			
180051CP	6/28/2018	1,770.00	0.00	7/31/2018			3/3/2021	sdc			
180052CP	7/3/2018	660.00	0.00	8/30/2018			5/7/2019	sdc			
180053CP	7/24/2018	1,075.00	0.00	8/30/2018			12/4/2019	SDC			
180054CP	7/24/2018	75.00	75.00	8/30/2018							
180055CP	7/24/2018	75.00	0.00	8/30/2018			4/2/2019				
180056CP	7/24/2018	625.00	625.00	8/30/2018							
180057CP	7/24/2018	190.00	0.00	8/30/2018			4/2/2019	SDC			
180058CP	8/20/2018	132.00	0.00	9/20/2018			12/3/2018	SDC			
180059CP	8/20/2018	167.50	0.00	9/20/2018			4/2/2019	SDC			
180060CP	8/20/2018	505.98	505.98	9/20/2018							
180061MISC	8/20/2018	50.00	0.00				8/28/2018	CHECK			
180062CP	9/7/2018	150.00	0.00	10/7/2018			1/7/2020	SDC			
180063CP	9/7/2018	600.00	600.00	6/8/2021	removed						
180064CP	9/7/2018	104.17	0.00				9/27/2018	CHECK			
180065CP	9/7/2018	310.00	0.00	10/7/2018			4/2/2019	SDC			
180066CP	9/7/2018	125.00	125.00	removed	Jul-22						
180067CP	9/7/2018	552.25	0.00	10/7/2018			3/5/2019	SDC			
180068CP	9/7/2018	175.00	0.00				4/24/2019	CHECK			
180069CP	9/7/2018	315.00	0.00				9/6/2022	CHECK			
180070CP	9/4/2018	200.00	200.00						BANKRUPTCY	2019	
180071SSF	9/12/2018	600.00	0.00	10/15/2018			5/9/2020	SDC			
180072CP	9/27/2018	1,775.00	0.00	10/29/2018			6/4/2019	SDC			
180073CP	9/27/2018	64.50	0.00	10/29/2018			3/5/2019	SDC			
180074CP	9/27/2018	200.00	0.00	10/29/2018			3/5/2019	SDC			
180075SSF	10/10/2018	300.00	200.00			$10/MNTH					
180076SSF	10/10/2018	334.50	0.00				6/19/2019	CHECK			DISMISSED
180078CP	10/25/2018	530.00	530.00	11/9/2020							
180079CP	10/25/2018	360.00	360.00						BANKRUPTCY	2019	
180080CP	10/29/2018	200.00	0.00	12/1/2018			4/2/2019	SDC			
180081CP	10/29/2018	180.00	0.00	12/1/2018			5/7/2019	SDC			
180082CP	10/29/2018	229.24	0.00	12/1/2018			5/7/2019	SDC			
180083CP	10/29/2018	90.00	0.00	12/1//2018			4/2/2019	SDC			
180084CP	11/7/2018	289.95	0.00	12/7/2018			5/7/2019	SDC			
180086CP	11/14/2018	400.00	56.00	removed	Jul-22						
180087CP	11/14/2018	2,835.00	1,822.16	12/19/2018							
180088CP	11/14/2018	540.00	0.00	12/19/2018			9/2/2021				
180089CP	11/14/2018	175.00	175.00	12/19/2018							
180090CP	12/4/2018	66.00	66.00	1/9/2019							
180091CP	12/4/2018	75.00	0.00				1/14/2019	CHECK			
180092CP	12/10/2018	180.00	180.00	1/16/2019							
TOTAL DEBT:		**47,583.89**	**14,651.95**								

2018 COLLECTION REPORT

File #	Referral Date	Referral Amount	Balance	SDC	TI	Pplan	PIF	HOW PIF	W/O? Why	When W/O	JUDGMENT

2018	92
67% pif	61
66% SDC	40
15% TRIP	9
20% on own	12
10% w/o	8

File #	Referral Date	Referral Amount	Paid
170001CP	2/7/2017	100.00	100
170002CP	2/7/2017	550.00	550
170003CP	2/7/2017	90.00	90
170004SSF	2/7/2017	325.00	
170005CP	2/7/2017	440.00	440
170006SSF	2/23/2017	300.00	284
170007CP	3/9/2017	235.00	235
170008CP	3/9/2017	1,680.00	1680
170009CP	3/9/2017	1,205.00	1205
170010CP	3/9/2017	829.88	
170011CP	3/9/2017	840.00	
170012CP	3/9/2017	75.00	75
170013CP	4/6/2017	140.00	140
170014CP	4/13/2017	100.00	100
170015CP	4/13/2017	250.00	250
170016CP	4/13/2017	3,145.00	
170017CP	4/13/2017	100.00	100
170018CP	4/13/2017	311.00	
170019CP	4/13/2017	385.00	385
170020CP	4/13/2017	255.00	255
170021CP	5/16/2017	555.00	555
170022CP	5/16/2017	1,220.00	1220
170023MISC	6/5/2017	164.50	
170024CP	6/5/2017	425.00	425
170025CP	6/5/2017	90.00	90
170026CP	6/5/2017	225.00	225
170027CP	6/5/2017	104.17	104.17
170028CP	6/5/2017	240.00	240
170029CP	6/22/2017	175.00	175
170030CP	6/22/2017	247.00	
170031CP	6/22/2017	754.17	
170032CP	6/29/2017	550.00	550
170033CP	6/29/2017	420.00	
170034CP	6/29/2017	835.00	
170035SSF	6/29/2017	325.00	325
170036CP	8/3/2017	175.00	
170037CP	8/3/2017	270.00	270
170038CP	8/3/2017	388.18	388.18
170039CP	8/3/2017	180.00	180
170040CP	8/3/2017	111.00	111
170041CP	8/3/2017	1,215.00	
170042SSF	9/12/2017	150.00	150
170043SSF	9/12/2017	50.00	50
170044CP	9/20/2017	100.00	100
170045CP	9/20/2017	90.00	90
170046CP	9/20/2017	1,195.00	
170047MISC	11/1/2017	74.00	
170048SSF	11/6/2017	1,250.00	
170049SSF	11/8/2017	250.00	250
170050CP	12/4/2017	366.00	366
170051CP	12/4/2017	150.00	150
170052CP	12/4/2017	100.00	100
		23,799.90	12003.35

Attachment: COLLECTION.REPORT.RKG (P&P Chapter 5 - Write Offs)

File #	Referral Date	Referral Amount	Paid
160001CP	1/11/2016	172.54	172.54
160002CP	1/11/2016	70.00	70
160003CP	1/11/2016	4,322.51	
160004SSF	1/11/2016	0.00	
160005CP	1/11/2016	75.00	75
160006CP	1/11/2016	445.00	
160007CP	1/11/2016	80.00	80
160008HWY	1/19/2016	7,483.31	
160009CP	2/1/2016	125.00	
160010CP	2/1/2016	360.00	
160011CP	2/3/2016	54.51	
160012CP	2/3/2016	180.00	
160013CP	2/3/2016	80.00	
160014CP	2/3/2016	475.00	475
160015CP	3/8/2016	290.00	290
160016CP	3/8/2016	90.00	
160017CP	3/10/2016	382.50	382.5
160018CP	3/10/2016	1,161.67	1161.67
160019CP	3/10/2016	854.17	854.17
160020CP	3/10/2016	564.17	564.17
160021CP	3/10/2016	90.00	90
160022CP	3/10/2016	700.00	700
160023CP	3/10/2016	145.00	
160024CP	3/10/2016	1,027.50	1027.5
160025CP	3/10/2016	360.00	360
160026CP	3/10/2016	305.24	305.24
160027CP	3/10/2016	104.17	
160028CP	3/31/2016	610.00	610
160029CP	3/31/2016	56.25	56.25
160030CP	3/31/2016	1,060.00	
160031CP	3/31/2016	167.50	167.5
160032CP	3/31/2016	1,533.34	
160033SSF	4/19/2016	150.00	150
160034CP	6/6/2016	222.00	222
160035CP	6/6/2016	205.00	205
160036CP	6/6/2016	175.00	
160037CP	6/6/2016	270.00	270
160038CP	6/6/2016	0.00	
160039CP	6/6/2016	455.00	455
160040CP	6/6/2016	4,334.37	
160041CP	6/6/2016	75.00	75
160042CP	6/6/2016	450.00	450
160043CP	6/6/2016	1,515.00	1515
160044CP	6/6/2016	2,555.00	2555
160045CP	6/6/2016	93.75	93.75
160046CP	6/6/2016	168.34	168.34
160047CP	6/6/2016	1,060.00	
160048CP	6/6/2016	352.50	352.5
160049CP	6/6/2016	1,422.50	
160050CP	6/23/2016	145.00	145
160051CP	6/23/2016	475.00	475
160052CP	6/23/2016	780.00	
160053HWY	7/12/2016	254.10	
160054CP	7/12/2016	225.00	

160055CP	7/12/2016	250.00	250
160056CP	7/12/2016	202.00	202
160057CP	7/12/2016	426.64	
160058CP	8/30/2016	262.50	262.5
160059CP	8/30/2016	100.00	
160060CP	8/30/2016	1,670.00	
160061CP	8/30/2016	104.17	
160062CP	8/30/2016	100.00	100
160063CP	8/30/2016	472.06	472.06
160064CP	8/30/2016	90.00	90
160065CP	8/30/2016	2,321.18	2321.18
160066CP	8/30/2016	358.35	358.35
160067CP	8/30/2016	354.17	
160068CP	8/30/2016	189.00	189
160069CP	8/30/2016	2,224.17	
160070CP	8/30/2016	755.00	755
160071CP	9/6/2016	915.00	
160072CP	9/6/2016	370.00	370
160073CP	9/6/2016	225.00	225
160074CP	9/6/2016	985.00	985
160075CP	9/6/2016	167.71	167.71
160076CP	9/6/2016	85.00	85
160077CP	9/6/2016	0.00	
160078CP	9/29/2016	255.00	255
160079CP	9/29/2016	965.00	
160080CP	9/29/2016	560.00	560
160081HWY	10/11/2016	179.12	
160082SSF	10/18/2016	325.00	325
160083CP	12/13/2016	106.17	106.17
160084CP	12/13/2016	1,045.00	1045
160085CP	12/13/2016	219.86	
160086CP	12/13/2016	1,620.00	1620
160087CP	12/13/2016	0.00	
160088CP	12/13/2016	0.00	
160089CP	12/13/2016	0.00	
160090CP	12/13/2016	112.00	112
160091CP	12/13/2016	208.34	208.34
160092CP	12/13/2016	335.00	335
160093CP	12/13/2016	73.20	73.2
160094CP	12/13/2016	1,540.00	
160095CP	12/13/2016	256.82	256.82
160096CP	12/13/2016	1,245.84	
160097CP	12/29/2016	100.00	
160098CP	12/29/2016	250.00	
160099CP	12/29/2016	100.00	
160100CP	12/29/2016	452.50	452.5
160101CP	12/29/2016	90.00	
		61,472.74	**26754.96**

Finance Committee

AGENDA INFORMATION SHEET

AGENDA DATE:	**June 29, 2023**
DEPARTMENT:	**Administrator**
DIRECTOR:	**Jason Dzwinel**
PREPARER:	**Jason Dzwinel**

Agenda Summary Transfer of Funds - Change Order for Justice Center Training and Storage Facility

BACKGROUND INFORMATION: The Committee is being asked to consider a transfer of funds of $112,000 from the county's ARPA allocation to fund the expansion of the second floor of the Justice Center Storage and Training Facility. This expansion will allow the facility to accommodate a larger meeting room of up to 50 people. This meeting room was contemplated as part of the original design; however, the expanded space was eliminated initially to attempt to keep the construction costs within the original project budget of $1 million.

DISPATCH PLANNING

This change order to the Justice Center Storage and Training Facility is being requested to allow the Sheriff's Department and County Administration to plan and seek approval of a project to relocate the Sheriff's Dispatch center from his current location on the first floor of the Sheriff's Department to the training room adjacent to the Emergency Management Department on the bottom floor of the Justice Center. Regardless, of the policy decision on the move of the Dispatch center to the ground floor of the Justice Center, this change order is being strongly recommended by the county's architect in charge of the project, the Sheriff, as well as the County Administrator. At just over 5% of the total project cost, it will allow the current construction project to continue on schedule and avoid the exorbitant cost of remodeling the structure if the space is required in the future once construction is completed. Moreover, it does facilitate the relocation of the Dispatch center in 2023 or at any point thereafter.

The City of Cedarburg has indicated that they will turnover dispatching of their police and emergency management services to the county in 2024. The current County Dispatch center includes seven consoles for dispatch. While not every position is in use during all shifts, the number of positions does limit the ability to onboard and train Dispatch staff. The current training for a newly hired Dispatcher is approximately four months. On the job training requires that a newly hired Dispatcher share a Dispatch position with a seasoned Dispatcher. The Dispatcher position in the county has historically been one of high turnover due to the fact that the skill set, and demeanor required to be successful is very unique in the workforce. Since 2021 turnover in the Dispatch Unit is 40% of the total workforce of the unit.

Because of the critical nature of this aspect of public safety operations the ability to onboard and train is very important. Currently about 24 1/2 FTEs are staffed within the Dispatch Unit. The assumption of the City of Cedarburg operations will require 3 to 4 additional staff. The Sheriff's Department will require the ability to onboard train and properly staff the unit in the future. In addition, employee burn out is a consideration as the Unit has worked more than

7,300 overtime hours since 2021. Ideal staffing for the pre-Cedarburg consolidation for the unit would include 9 FTEs on first and second shift and 7 FTEs on third shift.

ANALYSIS: This transfer is a cost effective means to fund a change order that will allow the County Dispatch Center to expand to meet future needs. The cost of remodeling the current training room is approximately 20% of the cost of new construction or relocating the Dispatch Center in the new building. The cost savings are found in the location of the primary network/computing equipment in the Justice Center facility, which are immediately adjacent to the Emergency Management Training Room. This room was initially designed to host the Dispatch Center, however, the decision to locate it within the Sheriff's Department proper was made after the fact.

FISCAL IMPACT: $112,000

FUNDING SOURCE: ARPA Allocation

RECOMMENDED MOTION: The County Sheriff and County Administrator respectfully request that the Committee approve the Transfer of Funds for Change Order Number One in the amount of $111,631.

ATTACHMENTS:

- Budget Amendment Form - Justice Center Storage Building Change Order (PDF)
- Change Order 6-21-23 (PDF)

FINANCE COMMITTEE

Budget Amendment Request Committee Approval Form

Resolution No:

Period Transfer Recorded:

TO: Finance Committee

FROM: Finance Department
Department Name

Date of Request: 6/29/2023

Type of Budget Amendment (check one)

Increase of Revenue:
Fund Transfer: X
Supplemental Appropriations: X

Debit / Expense				Credit / Revenue			
Acct #	219-1-01-81100-405	$	111,631	A/C #	405-1-01-71100-219	$	111,631
	Pre-request Account's Budget	/	Changed To -		Pre-request Account's Budget -	/	Changed To -
Cost Ctr & A/C Desc	Transfer to Fund 405			Cost Ctr & A/C Desc	Transfer from Fund 219		
Acct #		$	-	A/C #		$	-
	Pre-request Account's Budget -	/	Changed To -		Pre-request Account's Budget -	/	Changed To -
Cost Ctr & A/C Desc				Cost Ctr & A/C Desc			
Acct #	405-2-08-62105-000	$	111,631	A/C #		$	-
	Budget Line Adjustment Only / Pre-request Account's Budget	/	Changed To -		Pre-request Account's Budget -	/	Changed To -
Cost Ctr & A/C Desc	Buildings			Cost Ctr & A/C Desc			
Acct #		$	-	A/C #		$	-
	Pre-request Account's Budget -	/	Changed To -		Pre-request Account's Budget -	/	Changed To -
Cost Ctr & A/C Desc				Cost Ctr & A/C Desc			
Acct #		$	-	A/C #		$	-
	Pre-request Account's Budget -	/	Changed To -		Pre-request Account's Budget -	/	Changed To -
Cost Ctr & A/C Desc				Cost Ctr & A/C Desc			
Acct #		$	-	A/C #		$	-
	Pre-request Account's Budget -	/	Changed To -		Pre-request Account's Budget -	/	Changed To -
Cost Ctr & A/C Desc				Cost Ctr & A/C Desc			
	Total Debits:		223,262		Total Credits:		111,631

Reason for Request (Be Specific). Also fill out Support Document for County Board.

Change Order for the Sheriff Storage Building Project under way at the Justice Center. Proposed funding with ARPA funds for the amount of $111,631. The top line shows the Transfer from the ARPA fund to the Capital Projects fund where the cost of the project are expended with a combination of ARPA and debt proceeds. the item on the 3rd line shoes the increase to the budget amount for the project to adjust for the change order.

Department Head Signature

TYPE IN Oversight Committee Chairperson's Name

Oversight Committee Members

Finance Committee Members

Date of Meeting

Date of Meeting

Date Amended:

Budget Amended By:

KUENY ARCHITECTS, L.L.C.

Date: 6/20/2023
To: Camosy
From: Kueny Architects, LLC
Subject: Change Order
Project: Ozaukee County – Justice Center

Dear Kevin

Enclosed find Change Order number One (1) for the approved amount of $ 111,631.00 Dollars for the Justice Center Project.

Please review, sign and forward to Ozaukee County for approval and signature. They will in turn send you and our office a copy of the executed change order.

If there are any questions, please contact our office.

Sincerely,

Jon P. Wallenkamp, AIA, ALA

10505 CORPORATE DRIVE • SUITE 100 • PLEASANT PRAIRIE, WISCONSIN 53158 • PHONE: (262) 857-8101 • FAX: (262) 857-8103 • WEB: kuenyarch.com

KUENY ARCHITECTS

10505 CORPORATE DRIVE SUITE 100 • PLEASANT PRAIRIE, WISCONSIN 53158 • PHONE 262-857-8101 • WEB: kuenyarch.com

CHANGE ORDER

PROJECT: *(Name and Address)*
Justice Center Sheriff
1201 S. Spring Street
Port Washington, WI 53074

CONTRACT INFORMATION
Contract for: General Construction
Date: August 10, 2022

CHANGE ORDER INFORMATION
Change Order Number: 1
Date: 6/20/2023

OWNER: *(Name and Address)*
Ozaukee County
1201 S. Spring Street
Port Washington, WI 53074

ARCHITECT: *(Name and Address)*
Kueny Architects, LLC
10505 Corporate Drive, Suite 100
Pleasant Prairie, WI 53158

CONTRACTOR: *(Name and Address)*
Camosy Construction Co. Inc
12795 120th Ave
Kenosha, WI 53142

THE CONTRACT IS CHANGED AS FOLLOWS:
See Attached Summary sheet for details

The original Contract Sum was	$ 2,418,000.00
Net change by previously authorized Change Orders	$ 0.00
The Contract Sum prior to this Change Order was	$ 2,418,000.00
The Contract Sum will be adjusted by this Change Order amount	$ 111,631.00
The new Contract Sum including this Change Order will be	$ 2,529,631.00

The Contract Time will be unchanged.
The date of Substantial Completion as of the date of this Change Order therefore is N/A

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Kueny Architects, LLC	Camosy Construction Co. Inc	Ozaukee County
ARCHITECT *(Firm name)*	**CONTRACTOR** *(Firm Name)*	**OWNER** *(Firm Name)*
Jon Wallenkamp	[signature]	[signature]
SIGNATURE	SIGNATURE	SIGNATURE
Jon P. Wallenkamp, Principal	Kevin Camosy, PM ~~Todd Peyron, Vice President~~	Ryan Tackes, Superintendent
PRINT NAME & TITLE	PRINT NAME & TITLE	PRINT NAME & TITLE
6/20/2023	6-20-23	6-20-23
DATE	DATE	DATE

Finance Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **June 29, 2023**
DEPARTMENT: **Finance**
DIRECTOR: **Jay McMahon**
PREPARER: **Jay McMahon**

Agenda Summary Wire Transfers #3766 - #3788 and May Schedule of Vouchers

ATTACHMENTS:

- Wire Transfers (PDF)

FINANCE COMMITTEE

WE HEREBY CERTIFY THAT WE HAVE REVIEWED AND APPROVED THE FOLLOWING:

SCHEDULE OF VOUCHERS

For Checks Paid	5/1/2023	To	5/31/2023	Total Amount:	$4,457,333.14

WIRE TRANSFERS

NUMBER RANGE	WT #3766	To	WT #3788	Total Amount:	$3,479,819.94

Total Claims and/or Wire Transfers: $7,937,153.08

Approved this 29th day of June 2023

Paul Melotik
Finance Committee - Chairperson

6/20/202310:05 AMFinance Committee Approval Form and WT JuneList.xls

Finance Committee
June 29,2023

Wire Transfers

WT #	Date	Amount	Paid To	Purpose
WT #3766	5/22/2023	$1,239.67	WI DOR	Sales Tax April 2023/kpm
WT #3767	5/24/2023	$21,223.73	Metlife	June 2023 Dental/kpm
WT #3768	5/24/2023	$565,608.12	US Bank	Credit Card Payment/kpm
WT #3769	5/30/2023	$5,493.77	Metlife	Voluntary Insurances/kpm
WT #3770	5/30/2023	$2,512.79	Metlife	June 2023 Vision/kpm
WT #3771	5/24/2023	$4,704.50	North Shore Bank	Deferred Compensation/kpm
WT #3772	5/24/2023	$25,282.47	Great West Trust Co.	Deferred Compensation/kpm
WT #3773	5/26/2023	$187.50	WI DOR	Wage Attachment/kpm
WT #3774	5/31/2023	$1,734,773.35	WRS	April WRS Contributions/kpm
WT #3775	5/31/2023	$10,271.29	Metlife	Life&LTD/kpm
WT #3776	5/30/2023	$320,742.39	IRS	Federal Payroll Tax/kpm
WT #3777	6/15/2023	$53,403.64	WI DOR	State Payroll Tax/kpm
WT #3778	5/26/2023	$25,843.15	Aegis Corp	Worker's Comp April 2023/kpm
WT #3779	6/5/2023	$9,381.03	Elan Financial Services	Credit Card Payment/kpm
WT #3780	6/9/2023	$16,000.02	Aegis Corporation	Worker's Comp May 2023/kpm
WT #3781	6/15/2023	$245,736.00	WI DOR	RE Transfer Fees May 2023/kpm
WT #3782	6/7/2023	$5,654.50	North Shore Bank	Deferred Compensation/kpm
WT #3783	6/7/2023	$25,303.13	Great West Trust Co	Deferred Compensation/kpm
WT #3784	6/9/2023	$187.50	WI DOR	Wage Attachment/kpm
WT #3785	6/12/2023	$327,679.92	IRS	Federal Payroll Tax/kpm
WT #3786	6/30/2023	$54,524.63	WI DOR	State Payroll Tax/kpm
WT #3787	6/12/2023	$15,450.10	Elan Financial Services	Credit Card Payment/kpm
WT #3788	6/20/2023	$8,616.74	WI DOR	Sales Tax May 2023/kpm
		$3,479,819.94		

Finance Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **June 29, 2023**
DEPARTMENT: **County Clerk**
DIRECTOR: **Karen Niemuth**
PREPARER: **Tyler Quaas**

Agenda Summary County Clerk

ATTACHMENTS:

- County Clerk Financials (PDF)

FINANCE COMMITTEE

Ozaukee County Committee Report

General Fund County Clerk

For the Five Months Ending Wednesday, May 31, 2023

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2023 YTD Actual	2023 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Public Charges for Services	-	-	$45	$45	0.00%
Intergovernmental Charges	$25,093	$48,239	$43,100	($5,139)	111.92%
Interdepartmental Charges	$855	$27,308	$83,000	$55,692	32.90%
Licenses & Permits	$2,665	$6,760	$18,650	$11,890	36.25%
Other Revenue	$1,770	$13,510	$18,000	$4,490	75.06%
Total Revenues	**$30,383**	**$95,817**	**$162,795**	**$66,978**	**58.86%**
Expenditures					
Salaries	$32,281	$168,747	$399,983	$231,236	42.19%
Fringe Benefits	$11,114	$64,249	$142,270	$78,021	45.16%
Travel/Training	$77	$216	$27,750	$27,534	0.78%
Supplies	$8,145	$104,210	$207,200	$102,990	50.29%
Purchased Services	$1,697	$17,819	$48,225	$30,406	36.95%
Interdepartment Charges	$2,817	$13,601	$34,473	$20,872	39.45%
Other Expenses	-	$967	$2,139	$1,172	45.21%
Total Operating Expenditures	**$56,131**	**$369,809**	**$862,040**	**$492,231**	**42.90%**
Capital Outlay					
Total Expenditures	**$56,131**	**$369,809**	**$862,040**	**$492,231**	**42.90%**
Net Increase (Decrease)	**($25,748)**	**($273,992)**	**($699,245)**	**($425,253)**	**39.18%**

Equity:

Attachment: County Clerk Financials (County Clerk Report)

Finance Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **June 29, 2023**
DEPARTMENT: **Finance**
DIRECTOR: **Jay McMahon**
PREPARER: **Jay McMahon**

Agenda Summary Finance

ATTACHMENTS:

- June Directors Report (PDF)
- June Financial Reports (PDF)

FINANCE COMMITTEE

DIRECTOR'S REPORT TO THE FINANCE COMMITTEE
JUNE 2023
TO: THE HONORABLE MEMBERS OF THE OZAUKEE COUNTY FINANCE COMMITTEE

The mission of the Ozaukee County Finance Department is to facilitate effective and efficient fiscal management while maintaining accountability for the financial resources in accordance with generally accepted accounting principles (GAAP).

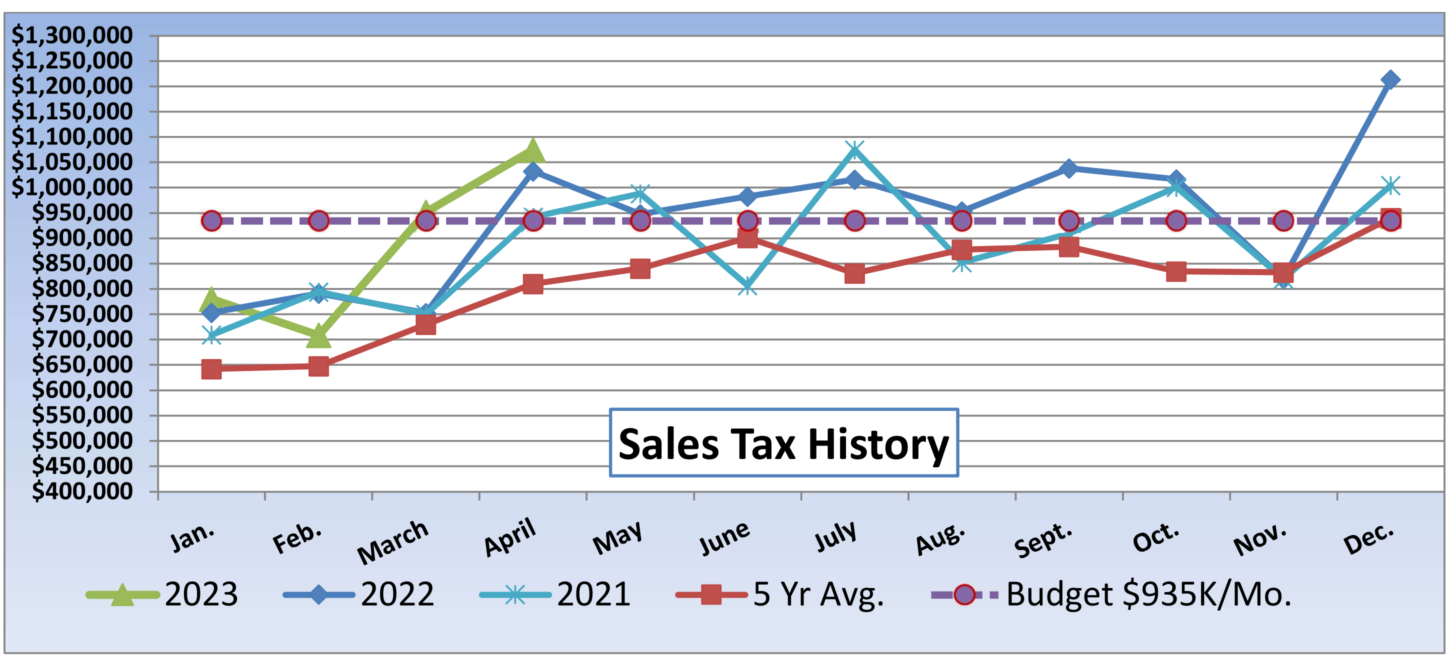
County Finances:
2023 is tracking as expected through May. Revenues are below budget due to a two-month lag in sales tax, grant claims filed close to the end of the year. Interest income is higher this year due to the rise in interest rates that we are receiving from PWSB and the State Pool.

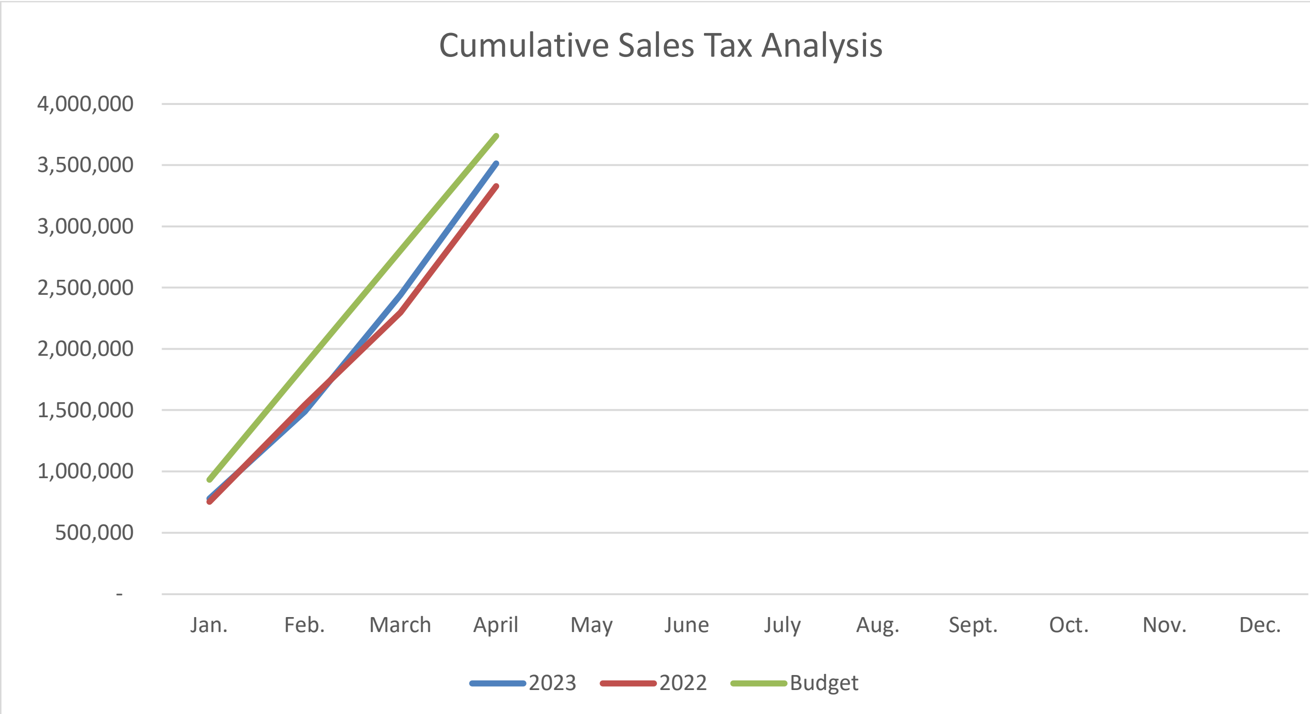
Expenditures are slightly over budget in total and this is due to prepaying health insurance one month in advance and Grants are typically paid in full at the beginning of the year.

Finance Department:
HR and Finance interviewed five candidates for the Payroll Manager Position on June 13th and 15th with the top two candidates coming back for a second interview on June 22nd and 23rd. A follow up to the results will be provided at the meeting.

2022 Audit:
The audit field work is complete and Finance is finishing up the Financial Statements for the Auditors to review and include the audit opinion. The expectation is for the Auditors to present the results to the Finance Committee in July and the Full County Board on August 2nd.

Sales Tax Collections:
Sales tax collections for April were $1,075,074 compared to $1,032,797 in 2022. An increase of $42,277 from 2022 which puts collections $186,166 ahead 2022. Through April collections are under budget by $222,727 which is normal at this time of year since collections are historically low in January, February and March and increase beginning in April.





Month	2023	2022	2021	2020	2019	2018
Jan.	$ 780,367	$ 753,101	$ 709,655	$ 640,248	$ 566,612	$ 541,933
Feb.	708,888	791,175	794,643	676,988	519,868	456,218
March	951,640	752,730	749,818	624,557	796,918	724,709
April	1,075,074	1,032,797	942,045	646,382	685,858	744,247
May		948,041	988,440	836,826	767,577	662,777
June		982,372	807,042	816,972	927,214	970,616
July		1,015,951	1,074,803	817,956	623,068	622,120
Aug.		953,798	852,524	912,479	902,946	767,925
Sept.		1,038,162	909,058	730,504	815,601	925,225
Oct.		1,016,809	1,000,698	936,555	606,837	612,342
Nov.		819,961	819,968	835,958	840,209	847,021
Dec.		1,213,586	1,004,389	837,361	811,096	835,788
Totals	$ 3,515,969	$ 11,318,483	$ 10,653,083	$ 9,312,786	$ 8,863,804	$ 8,710,921

Attachment: June Directors Report (Finance)

Ozaukee County Committee Report

Summary of All Units

For the Five Months Ending Wednesday, May 31, 2023

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2023 YTD Actual	2023 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	$2,721,972	$12,574,995	$33,818,336	$21,243,341	37.18%
Intergovernmental Revenues	$1,146,996	$2,406,735	$17,492,581	$15,085,846	13.76%
Public Charges for Services	$1,830,975	$7,997,268	$24,972,357	$16,975,089	32.02%
Intergovernmental Charges	$509,841	$3,277,978	$7,818,980	$4,541,002	41.92%
Interdepartmental Charges	$253,768	$1,249,143	$4,693,553	$3,444,410	26.61%
Fines/Forfeitures/Penalties	$12,209	$79,228	$226,300	$147,072	35.01%
Licenses & Permits	$163,036	$262,667	$871,790	$609,123	30.13%
Interest Revenue	$168,761	$872,817	$373,050	($499,767)	233.97%
Other Revenue	($48,283)	$510,567	$3,507,878	$2,997,311	14.55%
Total Revenues	**$6,759,275**	**$29,231,398**	**$93,774,825**	**$64,543,427**	**31.17%**
Expenditures					
Salaries	$2,875,947	$14,206,660	$37,741,086	$23,534,426	37.64%
Fringe Benefits	$1,018,667	$5,791,454	$14,257,518	$8,466,064	40.62%
Travel/Training	$33,355	$120,118	$529,496	$409,378	22.69%
Supplies	$615,360	$2,479,016	$9,463,650	$6,984,634	26.20%
Purchased Services	$1,623,945	$6,490,549	$16,256,235	$9,765,686	39.93%
Interdepartment Charges	$504,723	$2,422,853	$4,503,822	$2,080,969	53.80%
Depreciation	-	-	$2,874,741	$2,874,741	0.00%
Debt Service	-	$1,365,744	$1,645,388	$279,644	83.00%
Grants	$79,550	$1,113,381	$6,788,226	$5,674,845	16.40%
Other Expenses	$675,419	$2,633,968	$3,321,615	$687,647	79.30%
Total Operating Expenditures	**$7,426,966**	**$36,623,743**	**$97,381,777**	**$60,758,034**	**37.61%**
Capital Outlay					
Project Fund	$210,255	$389,765	$4,068,696	$3,678,931	9.58%
Equipment & Furniture	($16,436)	$507,905	$2,007,536	$1,499,631	25.30%
Buildings & Land	$343,493	$1,301,665	$2,760,424	$1,458,759	47.15%
Contra	-	-	($550,000)	($550,000)	0.00%
Total Capital Outlay	**$537,312**	**$2,199,335**	**$8,286,656**	**$6,087,321**	**26.54%**
Total Expenditures	**$7,964,278**	**$38,823,078**	**$105,668,433**	**$66,845,355**	**36.74%**
Other Finance (Sources)	($65,292)	($326,462)	($2,099,676)	($1,773,214)	15.55%
Other Finance Uses	$65,292	$326,462	$944,509	$618,047	34.56%
Net Other Financing Sources/Uses	**-**	**-**	**($1,155,167)**	**($1,155,167)**	**0.00%**
Net Increase (Decrease)	**($1,205,003)**	**($9,591,680)**	**($10,738,441)**	**($1,146,761)**	**89.32%**
Equity:					
Governmental Fund Balance	-	-	($33,177)	($33,177)	0.00%

Attachment: June Financial Reports (Finance)

Ozaukee County Committee Report

Summary of All General Fund Units

For the Five Months Ending Wednesday, May 31, 2023

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2023 YTD Actual	2023 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	$1,887,897	$7,146,825	$22,551,637	$15,404,812	31.69%
Intergovernmental Revenues	$438,463	$3,420	$3,475,988	$3,472,568	0.10%
Public Charges for Services	$210,792	$899,856	$2,436,509	$1,536,653	36.93%
Intergovernmental Charges	$32,898	$97,691	$258,100	$160,409	37.85%
Interdepartmental Charges	$12,439	$115,975	$515,414	$399,439	22.50%
Fines/Forfeitures/Penalties	$12,209	$79,228	$220,000	$140,772	36.01%
Licenses & Permits	$24,569	$53,652	$126,650	$72,998	42.36%
Interest Revenue	$97,976	$563,856	$363,050	($200,806)	155.31%
Other Revenue	$47,475	$246,381	$656,131	$409,750	37.55%
Total Revenues	**$2,764,718**	**$9,206,884**	**$30,603,479**	**$21,396,595**	**30.08%**
Expenditures					
Salaries	$1,197,170	$6,046,275	$15,852,060	$9,805,785	38.14%
Fringe Benefits	$450,772	$2,649,176	$6,006,712	$3,357,536	44.10%
Travel/Training	$13,523	$38,437	$212,632	$174,195	18.08%
Supplies	$138,483	$619,337	$1,580,951	$961,614	39.17%
Purchased Services	$370,869	$1,529,771	$3,703,773	$2,174,002	41.30%
Interdepartment Charges	$110,349	$449,595	$1,158,635	$709,040	38.80%
Grants	$52,867	$1,008,277	$1,413,021	$404,744	71.36%
Other Expenses	$262,367	$1,183,007	$937,908	($245,099)	126.13%
Total Operating Expenditures	**$2,596,400**	**$13,523,875**	**$30,865,692**	**$17,341,817**	**43.82%**
Capital Outlay					
Equipment & Furniture	-	-	$386,250	$386,250	0.00%
Total Capital Outlay	**-**	**-**	**$386,250**	**$386,250**	**0.00%**
Total Expenditures	**$2,596,400**	**$13,523,875**	**$31,251,942**	**$17,728,067**	**43.27%**
Other Finance (Sources)	-	-	($472,250)	($472,250)	0.00%
Net Other Financing Sources/Uses	**-**	**-**	**($472,250)**	**($472,250)**	**0.00%**
Net Increase (Decrease)	**$168,318**	**($4,316,991)**	**($176,213)**	**$4,140,778**	**2449.87 %**

Equity:

Attachment: June Financial Reports (Finance)

Ozaukee County Committee Report

General Fund Finance Department

For the Five Months Ending Wednesday, May 31, 2023

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2023 YTD Actual	2023 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Other Revenue	$34,706	$65,261	$120,000	$54,739	54.38%
Total Revenues	**$34,706**	**$65,261**	**$120,000**	**$54,739**	**54.38%**
Expenditures					
Salaries	$60,063	$300,061	$777,351	$477,290	38.60%
Fringe Benefits	$22,112	$124,007	$263,310	$139,303	47.10%
Travel/Training	$85	$2,590	$8,200	$5,610	31.59%
Supplies	$2,292	$6,029	$40,155	$34,126	15.01%
Purchased Services	$145	$34,776	$17,725	($17,051)	196.20%
Interdepartment Charges	$3,014	$15,612	$36,941	$21,329	42.26%
Other Expenses	-	$63	$600	$537	10.50%
Total Operating Expenditures	**$87,711**	**$483,138**	**$1,144,282**	**$661,144**	**42.22%**
Capital Outlay					
Total Expenditures	**$87,711**	**$483,138**	**$1,144,282**	**$661,144**	**42.22%**
Net Increase (Decrease)	**($53,005)**	**($417,877)**	**($1,024,282)**	**($606,405)**	**40.80%**

Equity:

Ozaukee County Committee Report

General Fund County Administrator

For the Five Months Ending Wednesday, May 31, 2023

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2023 YTD Actual	2023 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Expenditures					
Salaries	$9,372	$46,858	$137,223	$90,365	34.15%
Fringe Benefits	$3,770	$21,142	$43,590	$22,448	48.50%
Travel/Training	-	-	$1,425	$1,425	0.00%
Supplies	$8	$1,323	$2,275	$952	58.15%
Purchased Services	$55	$273	$900	$627	30.33%
Interdepartment Charges	$1,270	$6,584	$15,425	$8,841	42.68%
Other Expenses	$2,848	$3,240	$500	($2,740)	648.00%
Total Operating Expenditures	**$17,323**	**$79,420**	**$201,338**	**$121,918**	**39.45%**
Capital Outlay					
Total Expenditures	**$17,323**	**$79,420**	**$201,338**	**$121,918**	**39.45%**
Net Increase (Decrease)	**($17,323)**	**($79,420)**	**($201,338)**	**($121,918)**	**39.45%**

Equity:

Ozaukee County Committee Report

General Fund Budget/Grant/Project Management

For the Five Months Ending Wednesday, May 31, 2023

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2023 YTD Actual	2023 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Expenditures					
Salaries	$17,174	$85,959	$225,094	$139,135	38.19%
Fringe Benefits	$4,899	$27,238	$62,867	$35,629	43.33%
Travel/Training	-	-	$5,000	$5,000	0.00%
Supplies	-	-	$4,675	$4,675	0.00%
Other Expenses	-	-	$1,500	$1,500	0.00%
Total Operating Expenditures	**$22,073**	**$113,197**	**$299,136**	**$185,939**	**37.84%**
Capital Outlay					
Total Expenditures	**$22,073**	**$113,197**	**$299,136**	**$185,939**	**37.84%**
Net Increase (Decrease)	**($22,073)**	**($113,197)**	**($299,136)**	**($185,939)**	**37.84%**

Equity:

Attachment: June Financial Reports (Finance)

Ozaukee County Committee Report

General Fund Non Departmental

For the Five Months Ending Wednesday, May 31, 2023

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2023 YTD Actual	2023 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Interdepartmental Charges	-	-	$270,000	$270,000	0.00%
Interest Revenue	$111	$467	-	($467)	0.00%
Other Revenue	$128	$41,801	$138,886	$97,085	30.10%
Total Revenues	**$239**	**$42,268**	**$408,886**	**$366,618**	**10.34%**
Expenditures					
Salaries	-	$75	($35,000)	($35,075)	-0.21%
Fringe Benefits	-	$162,500	$173,000	$10,500	93.93%
Travel/Training	-	$788	$21,000	$20,212	3.75%
Supplies	-	$14,846	$15,338	$492	96.79%
Purchased Services	$4,469	$22,344	$53,625	$31,281	41.67%
Grants	$40,000	$976,354	$1,139,204	$162,850	85.70%
Other Expenses	$237,663	$1,048,531	$633,828	($414,703)	165.43%
Total Operating Expenditures	**$282,132**	**$2,225,438**	**$2,000,995**	**($224,443)**	**111.22%**
Capital Outlay					
Total Expenditures	**$282,132**	**$2,225,438**	**$2,000,995**	**($224,443)**	**111.22%**
Other Finance (Sources)	-	-	($15,000)	($15,000)	0.00%
Net Other Financing Sources/Uses	**-**	**-**	**($15,000)**	**($15,000)**	**0.00%**
Net Increase (Decrease)	**($281,893)**	**($2,183,170)**	**($1,577,109)**	**$606,061**	**138.43%**

Equity:

Attachment: June Financial Reports (Finance)

Ozaukee County Committee Report

Special Revenue County American Rescue Plan Act

For the Five Months Ending Wednesday, May 31, 2023

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2023 YTD Actual	2023 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Interest Revenue	$44,370	$198,439	-	($198,439)	0.00%
Total Revenues	**$44,370**	**$198,439**	**-**	**($198,439)**	**0.00%**
Expenditures					
Grants	-	-	$4,775,000	$4,775,000	0.00%
Other Expenses	-	-	$225,000	$225,000	0.00%
Total Operating Expenditures	**-**	**-**	**$5,000,000**	**$5,000,000**	**0.00%**
Capital Outlay					
Project Fund	$207,870	$385,334	$4,068,696	$3,683,362	9.47%
Total Capital Outlay	**$207,870**	**$385,334**	**$4,068,696**	**$3,683,362**	**9.47%**
Total Expenditures	**$207,870**	**$385,334**	**$9,068,696**	**$8,683,362**	**4.25%**
Net Increase (Decrease)	**($163,500)**	**($186,895)**	**($9,068,696)**	**($8,881,801)**	**2.06%**

Equity:

Finance Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **June 29, 2023**
DEPARTMENT: **Human Resources**
DIRECTOR: **Chris McDonell**
PREPARER: **Chris McDonell**

Agenda Summary Human Resources

2023 Wellness Program

Health Insurance Premium Reduction

- There were 2 employees who met the insurance premium reduction requirements to have their insurance premiums reduced that started with the June 9, 2023 pay period.
    - The insurance premium reduction plan design changes are listed below:
        - Single Plan: 0 employees
        - Employee + Spouse: 1 employee
        - Employee + Children: 0 employees
        - Family: 1 employee
- There are 119 individuals who met the Wellness Program requirements (Biometric Screening, Preventative Annual Exam and HRA and earned 650 points) to remain at the 12% premium in 2024.

Social Security Webinar

Ozaukee County offered free Social Security Webinars in May and there were 21 individuals who attended. The webinar was presented by a Social Security Representative and reviewed the following items were discussed:

- When are you eligible to receive retirement benefits?
- How does early retirement affect your benefits?
- Do you qualify for disability, survivors, and spouse benefits?
- How do you get the most from your benefit?
- What is the future of Social Security?
- When should you file for Medicare?

MetLife/Lifeworks June Bi-weekly Wellbeing Webinars

Employees were also reminded of the free monthly bi-weekly webinars. In June, Lifeworks is offering the "Green Tips for the Home" and "Clean Living" webinars and their descriptions are listed below:

Green Tips for the Home

This webinar provides an overview of practical actions one can take to reduce our carbon footprint while saving money.

Clean Living

Clean living is all about cleaning out the toxins in our lives. This is a mind/body approach to living a clean and healthy lifestyle.

Wisconsin Deferred Compensation Program (WDC) June and July Webinars

WDC (Empower) will once again be offering the "Your Journey to Retirement" and "Retirement Planning with the WDC" webinars during June and July. Empower will also be offering a new webinar "Maximizing Your Retirement (Retiree) webinar.

Your Journey to Retirement Webinar

Offers employees the opportunity to learn more about the value and the benefits of saving and investing for retirement.

Retirement Planning with the WDC (Pre-retirement)

This webinar reviews the steps that are needed to get ready for and enjoy retirement.

Maximizing Your Retirement (Retiree)

This webinar provides information as to when your money can come from after you retire and if you'll have enough to live the retirement you imagined.

Aurora Health Care Wellness Webinars

Ozaukee County has once again partnered with Aurora Health Care to offer pre-recorded wellness webinars to employees and their families at no cost. The "Sneaky Sweets" is the first webinar we are offering and is available now through June 30, 2023. This webinar is designed to discover hidden sugars, how to read nutrition labels, and how to cut out added sugars that may be blocking your wellness goals.

Additional webinars that will be offered this year as listed below. These webinars that were selected were based upon feedback from Aurora on the biometric screening results.

July: Superpowered Smoothies, Power of Protein, and Variety of Vegetables micro videos

August: Portion Distortion pre-recorded webinar

September: My Plate Proper Portions, Fill Up on Fruits, Simple Recipe Swaps micro videos

October: Meal Planning Made Simple pre-recorded webinar

November: Big Box Meal Prep OR Pantry & Freezer Staples, Delicious Dairy, and Snack Attack micro videos

Live Well Your Weigh Program

Ozaukee County offered the "Live Well Your Weigh Program" by Aurora Wellness Services for our employees and their spouses. This six week program looks at the pillars of successful weight loss. Each session starts with discussion about experiences during the week and closes with establishing next week's goals and solutions. The program will be offered through a live webinar and there is **NO** cost to employees or their spouses. The webinars started on April 19, 2023 and ended on May 31, 2023.

There were 11 individuals who enrolled in the program and 6 participants completed the program.

Ozaukee County Complimentary Golf

Ozaukee County employees (includes full-time, part-time, seasonal, and full-time elected employees) will once again be offered complimentary green fees for any tee time made after 5:00 PM every day, except Fridays at Hawthorne Hills and Mee-Kwon Park golf courses. <https://www.co.ozaukee.wi.us/2052/Golf-Division>.This County benefit is designed to increase physical activity for the entire county staff; therefore, free golf is only available if you walk the course. Evan Hewes will be provided with a list of employees on April 15, June 15 and August 15.

Corporate Challenge

We are excited to share that Ozaukee County is participating in the 2023 Corporate Challenge! This is a new event coordinated by the Kettle Moraine YMCA to engage local businesses/organizations in friendly competition. The other competing organizations are the City of Port Washington, Kohler Credit Union, Grafton School District, Port Washington/Saukville School District, and the YMCA. Five different events will comprise the "Challenge" (5K walk, pickleball, bowling, volleyball, and trivia) and points will be awarded based on results for each event. We are excited for our employees to participate and the first event is June 14, 2023.

ATTACHMENTS:

- HR FINANCIALS (PDF)

FINANCE COMMITTEE

Ozaukee County Committee Report
General Fund Department Human Resources
For the Five Months Ending Wednesday, May 31, 2023
Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2023 YTD Actual	2023 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Expenditures					
Salaries	$19,914	$98,348	$262,871	$164,523	37.41%
Fringe Benefits	$8,353	$48,667	$95,624	$46,957	50.89%
Travel/Training	-	$165	$2,200	$2,035	7.50%
Supplies	$1,803	$6,251	$22,850	$16,599	27.36%
Purchased Services	$4,589	$37,942	$38,900	$958	97.54%
Interdepartment Charges	$1,057	$5,372	$12,774	$7,402	42.05%
Other Expenses	$1,016	$3,821	$2,000	($1,821)	191.05%
Total Operating Expenditures	**$36,732**	**$200,566**	**$437,219**	**$236,653**	**45.87%**
Capital Outlay					
Total Expenditures	**$36,732**	**$200,566**	**$437,219**	**$236,653**	**45.87%**
Net Increase (Decrease)	**($36,732)**	**($200,566)**	**($437,219)**	**($236,653)**	**45.87%**

Equity:

Attachment: HR FINANCIALS (Human Resources)

Finance Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **June 29, 2023**
DEPARTMENT: **Administrator**
DIRECTOR: **Jason Dzwinel**
PREPARER: **Jason Dzwinel**

Agenda Summary Information Technology

ATTACHMENTS:

- 2022-2023 IT Financials June (PDF)

FINANCE COMMITTEE

Radio Services and IT Financials

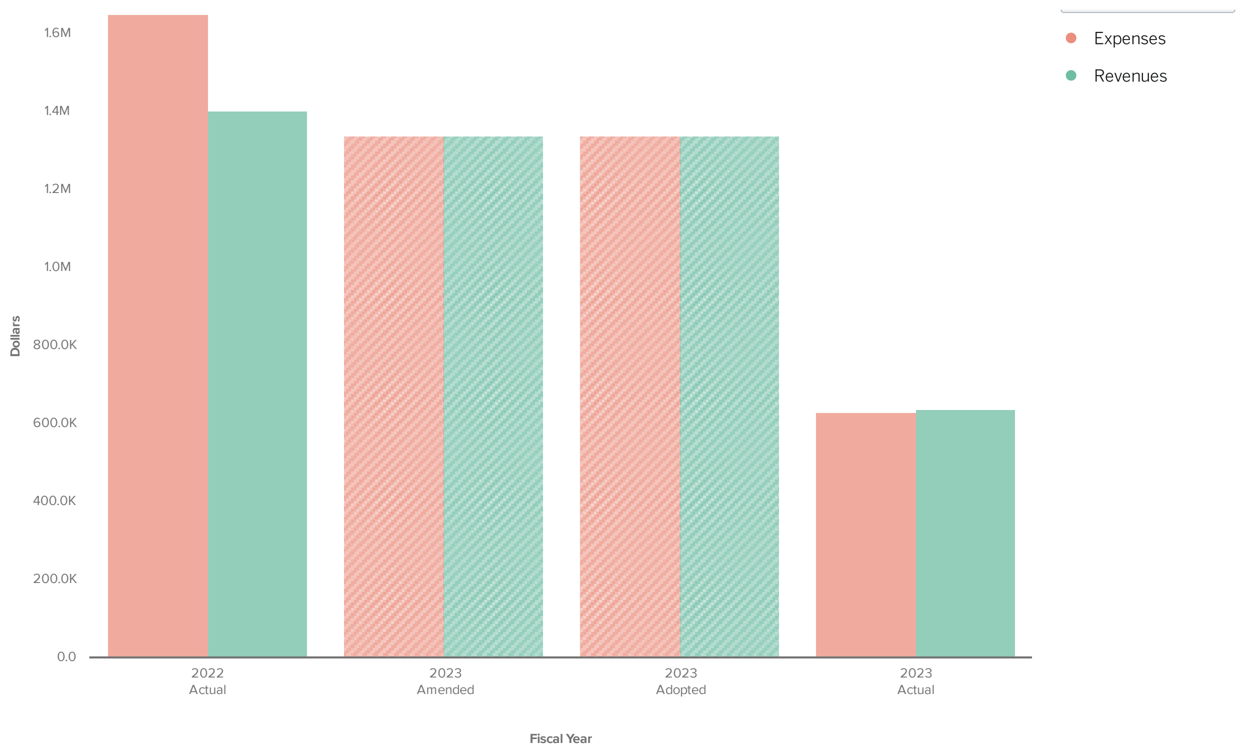
Finance Committee

IT Financials

Expand All	2022 Actual	2023 Amended	2023 Adopted	2023 Actual
Revenues	$ 1,400,809	$ 1,338,623	$ 1,338,623	$ 637,459
Expenses	1,646,805	1,338,621	1,338,621	628,709
Purchased Services	983,353	721,336	721,336	309,957
Purchased Services	983,353	721,336	721,336	309,957
Service Contracts	580,750	430,000	430,000	136,167
Telephone	251,224	175,336	175,336	122,631
Maintenance Contracts	92,596	70,000	70,000	35,142
Consulting Services	58,782	45,000	45,000	16,016
Equipment Repairs and Maintenance	0	1,000	1,000	0
Salaries & Fringe Benefits	684,394	588,936	588,936	315,813
Other	684,394	588,936	588,936	315,813
Regular Salaries & Wages	377,437	370,030	370,030	167,975
Health Insurance	109,583	106,668	106,668	55,100
Overtime	118,990	50,000	50,000	59,940
Retirement	32,437	28,562	28,562	15,492
Social Security Tax	24,863	25,799	25,799	13,492
Medicare Tax	6,803	6,090	6,090	3,155
Accrued Sick Leave Expense	8,831	0	0	0
Accrued Vacation Expense	3,871	0	0	0
Disability Insurance	979	1,166	1,166	408
Life Insurance	602	622	622	251
Supplies under $5,000	28,960	22,700	22,700	2,582
Travel/Mileage/Conference&Meetings	1,294	5,250	5,250	352
Interdepartmental Charges	71	200	200	4
Other Expenses	-51,267	200	200	0
Revenues Less Expenses	$ -245,997	$ 2	$ 2	$ 8,750

Attachment: 2022-2023 IT Financials June (Information Technology)

IT Financials

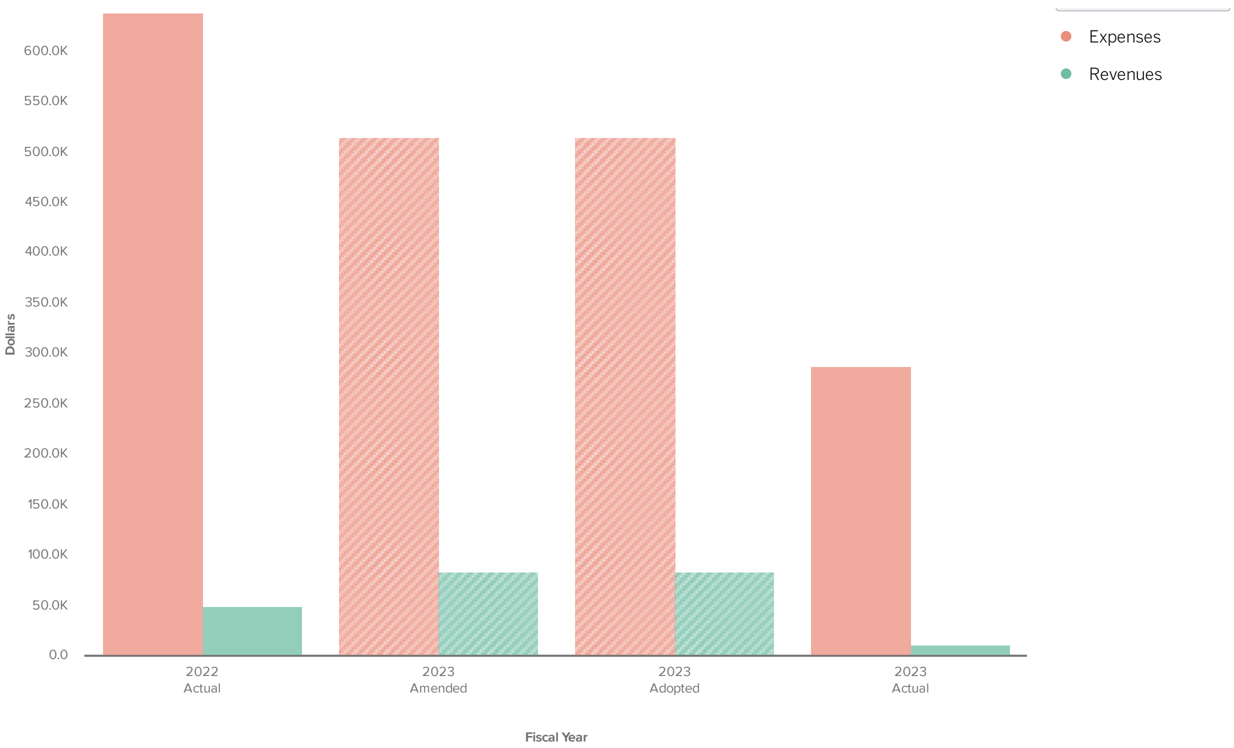


Radio Services Financials

Collapse All	2022 Actual	2023 Amended	2023 Adopted	2023 Actual
▿ Revenues	$ 49,477	$ 83,370	$ 83,370	$ 11,742
▾ Other (Donations/One-time/Misc)	49,477	83,370	83,370	11,742
Rental of County Property	49,440	83,370	83,370	11,742
Discounts Taken	37	0	0	0
▾ Expenses	637,803	514,936	514,936	287,992
▸ Purchased Services	378,593	321,210	321,210	229,305
▸ Salaries & Fringe Benefits	118,288	132,527	132,527	53,550
▸ Supplies under $5,000	92,875	45,100	45,100	671
▸ Interdepartmental Charges	10,217	12,818	12,818	4,466
▸ Equipment & Software	37,048	0	0	0
▸ Travel/Mileage/Conference&Meetings	0	2,500	2,500	0
▸ Other Expenses	782	782	782	0
Revenues Less Expenses	$ -588,326	$ -431,566	$ -431,566	$ -276,250

Attachment: 2022-2023 IT Financials June (Information Technology)

Radio Services Financials



OpenGov

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Finance Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **June 29, 2023**
DEPARTMENT: **Treasurer**
DIRECTOR: **Sandi Tretow**
PREPARER: **Sandi Tretow**

Agenda Summary Treasurer

ATTACHMENTS:

- June Treasurer's Report (PDF)

FINANCE COMMITTEE

OZAUKEE COUNTY TREASURER

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121 WEST MAIN STREET
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PORT WASHINGTON, WI 53074-0994
Website: www.co.ozaukee.wi.us

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Metro (262) 238-8280
Fax: Local (262) 284-8373
Metro (262) 238-8373

FINANCE COMMITTEE
Thursday, June 29, 2023

SUMMARY OF TREASURER'S OFFICE ACTIVITIES

Tasks completed:

- Month-end activities.
- Reconciled bank statements to general ledger
- Mailed delinquent tax statements for 230 parcels.
- Settlement for 3-installment municipalities (Town of Grafton, Village of Grafton. The Village of Bayside is now fully collected!)
- Submitted 2024 Budget for our department.
- Visited City of Mequon and City of Cedarburg's Treasurer Departments.
- Visited Village of Saukville and met their new Finance Director/Treasurer.
- Attended Northern Ozaukee Farm Drainage District meeting on June 19 and prepared financial report.
- Communicated with PWSB about collecting taxes for us during the month of July at all eight of their branches. Prepared ads to place in Ozaukee Press and News Graphic to remind residents about second installment property taxes due.
- Prepared May financial report for this committee
- Approve invoices in Docuware
- Daily tasks in office – verify daily monetary activities (deposits, transfers, wires, etc.)

Future goals/events:

- Fun fact: We have $19,932,647 of 2022 taxes to collect yet compared to previous years:

Tax Year	Amount due as of 5/31
2021	$18,589,782
2020	$18,925,792
2019	$20,502,273

- Preparing for busy tax collection during the month of July.
- Working on cost and time-saving initiative to eliminate direct deposit paystubs (unless a necessary exception) with Administration, Finance and Human Resources.

TREASURER'S REPORT
FINANCE COMMITTEE
JUNE 2023
REPORTING PERIOD: May, 2023

CASH

Cash ending May is down $ **(2,492,320)** from last May:

Cash 2023,	$	**36,590,563**	2022,	$	**39,082,883**	**Decrease of**	$ **(2,492,320.00)**	***-6.38%***

All funds are either collateralized, or guaranteed by the State's Public Deposit (per s. 20.144(1) Wisconsin Statutes, the FDIC or the Federal government.

Variances of cash from month to month and year to year May include the following: bond reimbursements to treasurer cash, spending from fund balances, fund balance used to reduce levy, carryover of funds and timing of spending, number of payrolls within a month, delinquent tax balance, amount of current year taxes collected and timing of payments due to the county, general obligation debt refinancing, and federal and state granting.

REVENUES

Interest and penalty revenues are down from last year through May:

May 2023,	$	**109,753**	2022,	$	**116,219**	**Decrease of**	$ **(6,465.92)**	***-5.56%***
Budget 2023,	$	**285,000**	2022,	$	**285,000**	**Budget/Actual 2023**		***38.51%***

The interest and penalty revenues are from delinquent tax collections.
All delinquent taxes are subject to interest of 1% per month and penalty of .5% per month (fraction of a month counts as a whole month) from February 1st until paid in full.

Interest earnings are up from last year through May:

May 2023,	$	**320,783**	2022,	$	**(330,062)**	**Increase of**	$ **650,844.70**	***-197.19%***
Budget 2023,	$	**280,000**	2022,	$	**280,000**	**Budget/Actual 2023**		***114.57%***

The interest earning revenues are from cash investments.
All of our bank accounts earn interest except our checking, payroll and treasurer's petty cash.

Sales tax revenue is up from last year through March, see page 6:

March 2023	$	**2,440,895**	2022	$	**1,544,276**	**Increase of**	$ **896,619.32**	***58.06%***
Budget 2023,	$	**11,216,085**	2022	$	**10,100,721**	**Budget/Actual 2022**		***21.76%***

The County's sales tax rate is 5.5% which is comprised of the following: 5.0% State and 0.5% County. Of the 0.5% allocated for County sales tax, the County receives 97.75%, the State retains 1.75% and the retailers retain .5%

See pages 7 and 8

DELINQUENT TAXES

Certificate delinquent balance:

2023	$	**496,913**	2022,	$	**445,611**	**Increase of**	$ **51,301.79**	***11.51%***

Number of delinquent parcels:

2023		**412**	2022,		**348**	**Increase of**	**64**	***18.39%***

The certificate balance is all delinquent outstanding real estate taxes.
Tax Certificate reports: see pages 5 and 6:

FORECLOSURES

We had two more parcels removed from our foreclosure list from last month. We are currently at six. Attorney Michael G. Penkwitz has been appointed Guardian Ad Litem to represent the persons remaining on the tax lien list.

REPORT OF THE OZAUKEE COUNTY TREASURER

MAIN CHECKBOOK

Balance May 1, 2023			$	(1,018,150.39)
Receipts:				
Transfers from Money Market #2	$	7,754,108.51		
Void and Stop Payments	$	2,116.58		
Cancellation of Outstanding Orders	$	-		
Total Monthly Receipts			$	7,756,225.09
Total Balance & Receipts			$	6,738,074.70
Disbursements:				
County Orders (545350-545978)	$	(3,054,091.84)		
Wire Transfers (wt# 3756 - 3778)	$	(3,659,843.81)		
ACH Transfers	$	(24,072.73)		
Total Monthly Disbursements			$	(6,738,008.38)
MAIN CHECKBOOK Balance May 31, 2023			**$**	**66.32**
BANK RECONCILIATION:				
PORT WASHINGTON STATE BANK MAIN CHECKBOOK:				
Balance as Per Statement	$	324,735.67		
Outstanding County Checks	$	(324,669.35)		
MAIN CHECKBOOK Balance May 31, 2023			**$**	**66.32**

MONEY MARKET #1 CHECKBOOK

Balance May 1, 2023			$	27,562.01
Receipts:				
Department Direct Deposit Receipts	$	1,292,711.43		
Real Estate Tax Receipts, Electronic	$	67,712.38		
Transfer from Summit MM	$	2,434.35		
Interest Earnings	$	108.91		
Total Monthly Receipts			$	1,362,967.07
Total Balance & Receipts			$	1,390,529.08
Disbursements:				
Transfers to Money Market #2	$	(1,355,590.66)		
Point and Pay Refunds and Fees	$	(28.50)		
NSF & Bank Adjustments	$	(7,366.66)		
Total Monthly Disbursements			$	(1,362,985.82)
MONEY MARKET #1 CHECKBOOK Balance May 31, 2023			**$**	**27,543.26**
BANK RECONCILIATION:				
PORT WASHINGTON STATE BANK MONEY MARKET #1 CHECKBOOK:				
Balance as Per Statement	$	25,108.91		
Deposit in Transit	$	2,434.35		
MONEY MARKET #1 CHECKBOOK Balance May 31, 2023 (5.00%)APY			**$**	**27,543.26**

MONEY MARKET #2 CHECKBOOK

Balance May 1, 2023				5,686,692.91
Receipts:				
Department Receipts	$	3,279,494.44		
Real Estate Tax Receipts	$	386,448.60		
Drainage District Receipts	$	26,010.00		
RLF Payments	$	3,964.05		
Close out GO Bond 2019 money market	$	6,771.94		
Transf from GO Bond 2021	$	561,884.02		
Transfer from ARPA money market	$	865,000.00		
Transfers from PWSB - Parks Reservations	$	5,384.79		
Transfer from CDBG2 Shelter	$	88,273.14		
Transfer from CDBG1 Lasata	$	-		
Transfers from Money Market #1	$	1,323,626.09		
Transfers from Register of Deeds	$	156,674.48		
Interest Earnings	$	30,181.91		
Total Monthly Receipts			$	6,733,713.46
Total Balance & Receipts			$	12,420,406.37
Disbursements:				
Transfers to Main Checkbook	$	(7,754,108.51)		
Transfers to Payroll Checkbook	$	(1,903,044.38)		
Transfer to Petty Cash	$	(1,430.80)		
NSF Check	$	(1,806.75)		
Deposit Correction	$	(165.00)		
Total Monthly Disbursements			$	(9,660,555.44)
MONEY MARKET #2 Balance May 31, 2023			**$**	**2,759,850.93**

BANK RECONCILIATION:
PORT WASHINGTON STATE BANK MONEY MARKET #2 CHECKBOOK:

Balance as Per Statement	$	2,759,850.93		
Deposit in Transit	$	-		
MONEY MARKET #2 CHECKBOOK Balance May 31, 2023 (5.10%)APY			**$**	**2,759,850.93**

PAYROLL CHECKBOOK

Balance May 1, 2023			$	6,687.61
Receipts:				
Transfers from Money Market #2	$	1,903,044.38		
Returned Direct Deposit ACH/Reimburse	$	964.14		
Void and Stop Payments	$	587.37		
Total Monthly Receipts			$	1,904,595.89
Total Balance & Receipts			$	1,911,283.50
Disbursements:				
Salary Orders(#441741-441764)	$	(21,313.46)		
Salary Direct Deposit (#347427-348749)	$	(1,882,318.29)		
Transfer to petty cash	$	(574.64)		
Total Monthly Disbursements			$	(1,904,206.39)
PAYROLL Balance May 31, 2023			**$**	**7,077.11**

BANK RECONCILIATION:
PORT WASHINGTON STATE BANK PAYROLL CHECKBOOK:

Balance as Per Statement	$	5,742.41		
Outstanding Payroll Checks	$	(5,352.91)		
PAYROLL CHECKBOOK Balance May 31, 2023			**$**	**389.50**

REVENUE	2023	2023 ANNUAL BUDGET	
Interest Investments/Marked to Market	320,782.70	$ 280,000	(May)
DANA Change in Fair Market Value	175,823.42		(May)
Curlers Building Maint	2,488.04	-	(May)
Interest Go Bond 2019	71.28	-	(May)
Interest Go Bond 2021	69,468.25	-	(May)
Interest Health Care Trust	467.08	-	(May)
Interest Veteran's Memorial Trust	386.58	50	(May)
Interest Transit Trust Fund	5,356.58	-	(May)
Interest on Delinquent Taxes	72,092.74	190,000	(May)
Penalty on Delinquent Taxes	37,660.34	95,000	(May)
Sales Tax General Fund	2,440,895.46	9,106,921	(March)
Use Value Penalty Tax	597.71	30,000	(May)
	-		

INVESTMENTS	BALANCE	RATES
Summit Credit Union, Savings (General Fund)	149,985.00	4.60% (May) APY
Cornerstone Bank (General Fund)	879,228.73	4.90% (May) APY
DANA, Federal Securities (General Fund)	13,257,888.98	0.11% (May) APY
LGIP, Savings (General Fund)	11,677,040.29	5.01% (May) APY
PWSB, Money Market (Curlers Association Building Maint)	134,150.90	5.00% (May) APY
PWSB Money Market (General Obligation Bond 2019)**	-	4.93% (May) APY
PWSB Money Market (General Obligation Bond 2021)	2,125,484.51	4.98% (May) APY
PWSB, Money Market (Health Care Trust)	25,183.76	5.00% (May) APY
PWSB, Money Market (Veteran's Memorial Trust)	20,849.69	5.00% (May) APY
PWSB, Money Market (Register of Deeds)	302,377.21	5.02% (May) APY
PWSB, Money Market (Tax Collection)	13,624.12	5.00% (May) APY
PWSB, Money Market (Transit Trust Fund)	282,615.46	5.10% (May) APY
PWSB, Treasurer (Petty Cash)	5,000.00	
PWSB, Money Market (Parks and Reservations)	6,595.73	5.00% (May) APY
PWSB, CDBG Lasata	100.00	
PWSB, CDBG Shelter	100.00	
PWSB, ARPA	9,782,441.60	5.10% (May) APY
PWSB, Opioids Settlement	499,624.68	5.00% (May) APY

**PWSB Money Market GO Bond 2019 account closed in May

Respectfully submitted,
Sandra Tretow
County Treasurer

2023 MONTHLY SPECIAL ASSESSMENTS COLLECTED (RED)

MONTH	CERT TOTAL	CERT RECEIPTS	MO END TOTAL
JANUARY	$ 35,210.68	$ 4,131.15	$ 31,079.53
FEBRUARY	$ 31,079.53	$ 1,102.97	$ 29,976.56
MARCH	$ 29,976.56	$ 2,224.29	$ 27,752.27
APRIL	$ 27,752.27	$ 2,857.54	$ 24,894.73
MAY	$ 24,894.73	$ 263.09	$ 24,631.64
JUNE	$ 24,631.64		$ 24,631.64
JULY	$ 24,631.64		$ 24,631.64
AUGUST	$ 24,631.64		$ 24,631.64
TAX SALE	$ 24,631.64		$ 24,631.64
SEPTEMBER	$ 24,631.64		$ 24,631.64
OCTOBER	$ 24,631.64		$ 24,631.64
NOVEMBER	$ 24,631.64		$ 24,631.64
DECEMBER	$ 24,631.64		$ 24,631.64
TOTAL			$ -

2023 MONTHLY REDEMPTION REPORT						TAXES
MONTH		CURR TOTAL		CURR RECEIPTS		NEW TOTAL
JANUARY	$	600,869.92	$	33,975.29	$	566,894.63
FEBRUARY	$	566,894.63	$	41,538.06	$	525,356.57
MARCH	$	525,356.57	$	28,443.78	$	496,912.79
APRIL	$	496,912.79	$	29,216.73	$	467,696.06
MAY	$	467,696.06	$	16,373.50	$	451,322.56
JUNE	$	451,322.56			$	451,322.56
JULY	$	451,322.56			$	451,322.56
AUGUST	$	451,322.56			$	451,322.56
TAX SALE	$	451,322.56			$	451,322.56
SEPTEMBER	$	451,322.56			$	451,322.56
OCTOBER	$	451,322.56			$	451,322.56
NOVEMBER	$	451,322.56			$	451,322.56
DECEMBER	$	451,322.56			$	451,322.56
TOTAL			$	149,547.36		

OZAUKEE COUNTY

TAX CERTIFICATE BALANCES

SALE YEAR	2019	%	#Parcels	2020	%	#Parcels	2021	%	#Parcels	2022	%	#Parcels	2023	%	#Parcels
CO LEVY	21,842,530			22,118,522			21,712,622			21,429,276			22,280,401		
JAN	677,037	3.10%	157	665,015	3.01%	160	652,981	3.01%	160	564,610	2.63%	154	566,895	2.54%	146
FEB	632,703	2.90%	*531	592,846	2.68%	*499	582,329	2.68%	*588	544,510	2.54%	*541	525,357	2.36%	631
MAR	601,824	2.76%	*439	560,118	2.53%	*405	555,446	2.56%	*461	512,296	2.39%	*474	496,913	2.23%	412
APR	538,294	2.46%	*373	542,472	2.45%	*414	504,160	2.32%	*396	445,611	2.08%	*348	467,696	2.10%	344
MAY	497,644	2.28%	*338	492,878	2.23%	*388	493,747	2.27%	*333	423,011	1.97%	*310	451,323	2.03%	314
JUN	456,199	2.09%	*327	450,119	2.04%	*333	437,245	2.01%	*298	410,740	1.92%	*279		0.00%	
JUL	448,987	2.06%	*286	442,269	2.00%	*289	400,444	1.84%	*271	379,925	1.77%	*249		0.00%	
AUG	415,658	1.90%	*332	411,445	1.86%	*356	382,486	1.76%	*307	364,487	1.70%	*301		0.00%	
TAX SALE	784,172	3.82%	317	803,850	3.63%	340	669,498	3.08%	291	621,043	2.90%	287		0.00%	
SEP	1,008,852	4.62%	265	1,039,007	4.70%	282	854,598	3.94%	244	780,481	3.64%	221		0.00%	
OCT	898,119	4.11%	219	901,856	4.08%	232	777,814	3.58%	208	685,065	3.20%	185		0.00%	
NOV	849,484	3.89%	203	839,099	3.79%	207	705,494	3.25%	188	628,481	2.93%	170		0.00%	
DEC	771,905	3.53%	182	768,603	3.47%	179	648,714	2.99%	151	600,870	2.80%	143		0.00%	

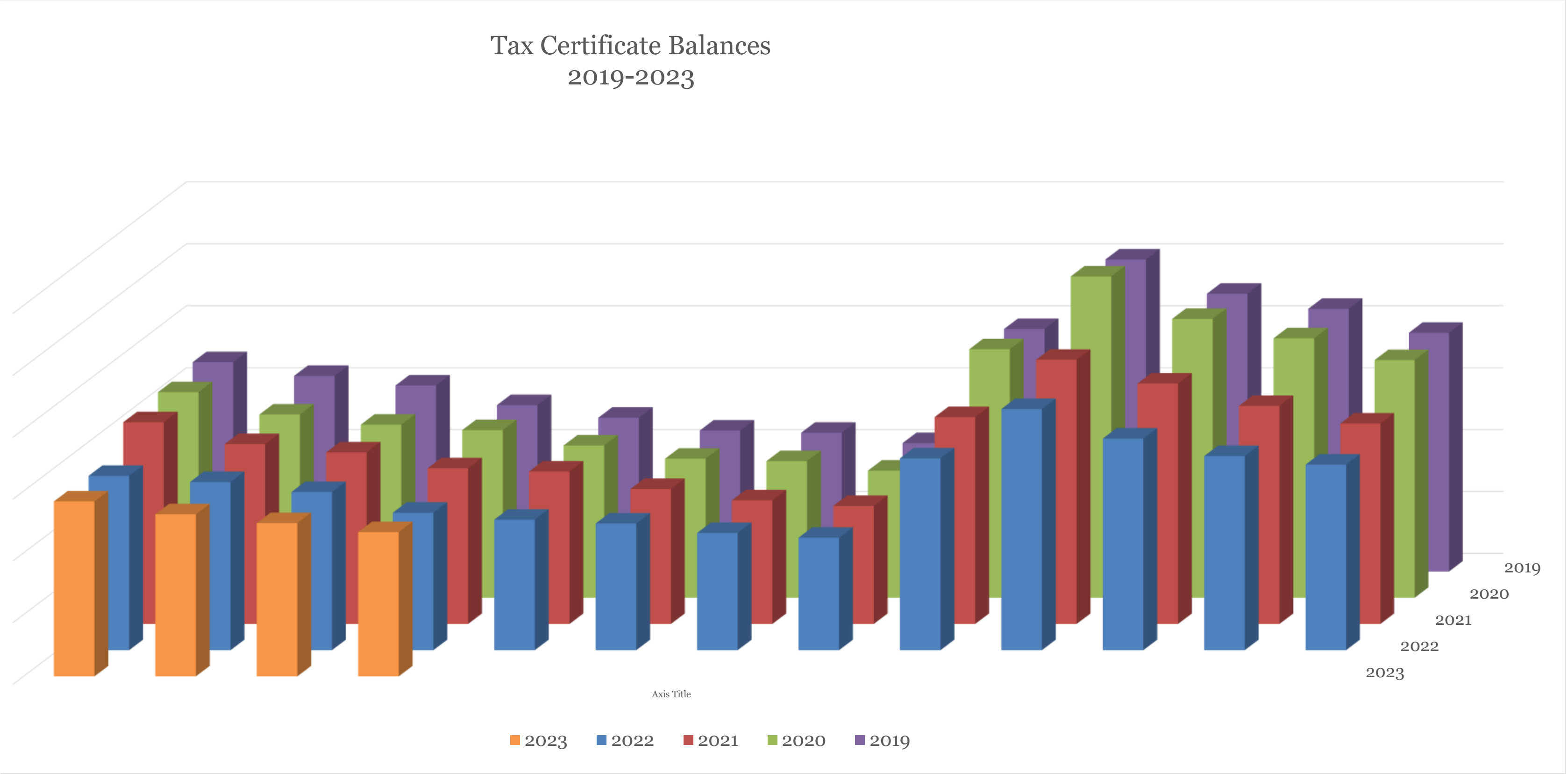
Dollars listed are from the tax certificate roll. Certificates are issued by law on September 1 for delinquent current year taxes and are added to the prior year delinquent taxes due.

% listed is the % of levy uncollected.

The number and dollars listed for September through January are all tax certificates.

*The number of parcels listed for February through August includes both current year delinquent parcels and prior year tax certificates. The dollars do not include current year delinquent taxes.

There are currently 9 parcels with delinquent taxes due that are on a payment plan.

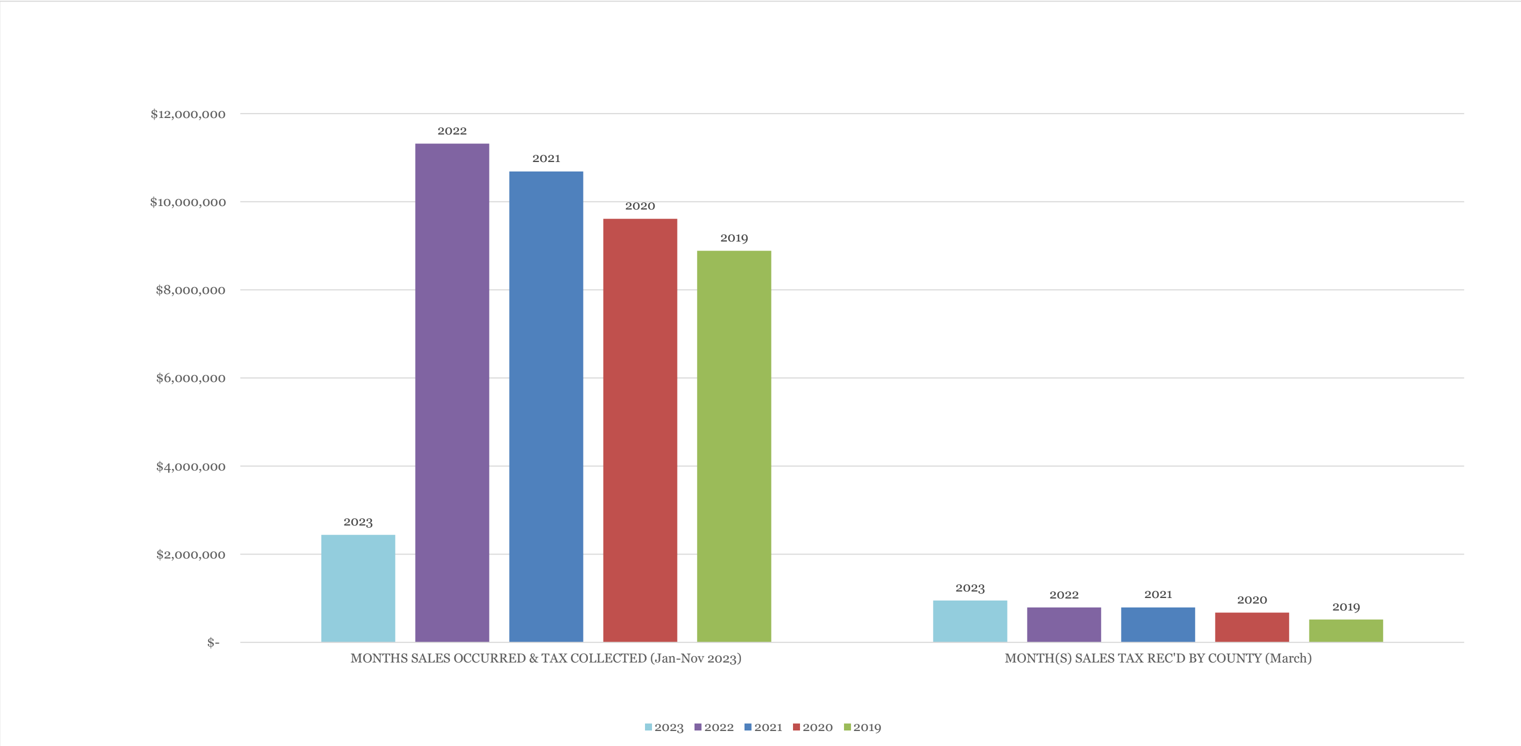

Tax Certificate Balances
2019-2023
2019
2020
2021
2022
2023
Axis Title
2023
2022
2021
2020
2019

MONTH COUNTY RECEIVES SALES TAX MONEY	MONTH SALES OCCURRED AND SALES TAX COLLECTED	2023	2022	2021	2020	2019
January	November	$ 819,961	$ 819,968	$ 838,958	$ 840,209	$ 847,021
February	December	$ 1,213,586	$ 1,004,389	$ 837,361	$ 811,096	$ 835,788
March	January	$ 780,367	$ 753,101	$ 709,655	$ 640,248	$ 566,612
April	February	$ 708,888	$ 791,175	$ 794,643	$ 676,988	$ 519,868
May	March	$ 951,640	$ 752,730	$ 749,818	$ 624,557	$ 796,918
June	April		$ 1,032,797	$ 942,045	$ 646,382	$ 685,858
July	May		$ 948,041	$ 988,440	$ 836,826	$ 767,577
August	June		$ 982,372	$ 807,042	$ 816,972	$ 927,214
September	July		$ 1,015,951	$ 1,074,803	$ 817,956	$ 623,068
October	August		$ 953,798	$ 852,524	$ 1,208,946	$ 902,946
November	September		$ 1,038,162	$ 944,816	$ 730,504	$ 815,601
December	October		$ 1,016,809	$ 1,000,698	$ 936,555	$ 606,837
MONTHS SALES OCCURRED & TAX COLLECTED (Jan-Nov 2023)		$ 2,440,895	$ 11,318,483	$ 10,688,841	$ 9,612,253	$ 8,888,496
MONTH(S) SALES TAX REC'D BY COUNTY (March)		$ 951,640	$ 791,175	$ 794,643	$ 676,988	$ 519,868
BUDGET		$ 11,216,085	$ 10,100,721	$ 9,106,921	$ 8,656,921	$ 8,276,921

County receives	97.75%	of the .5% tax collected
State retains	1.75%	
Retailers retain	0.5%	
	100.00%	

SALES TAX INCOME

	2023	2022	2021	2020	2019	
MONTHS SALES OCCURRED & TAX COLLECTED (Jan-Nov 2023)	$ 2,440,895	$ 11,318,483	$ 10,688,841	$ 9,612,253	$ 8,888,496	<------------
MONTH(S) SALES TAX REC'D BY COUNTY (March)	$ 951,640	$ 791,175	$ 794,643	$ 676,988	$ 519,868	<------------



REVOLVING LOAN FUND UPDATE

	Cash Balance
RLF CASH BALANCE 2023	**$0.00**

RLF LOANS	**Loan Begin Date**	**Loan End Date***	**Principal Due**	**Monthly Payment**	**Paid Through**	**Most Recent Payment Date****
107 W Buntrock LLC	July 1, 2014	June 2024	$16,071.06	$904.54	December 2022	05/08/2023
Cheel LLC	February 1, 2018	December 2024	$14,504.52	$647.01	January 2023	05/08/2023
Oldenburg Metal Properties	April 1, 2014	March 2024	$8,734.99	$678.41	March 2023	06/01/2023
Oldenburg Metal Loan #3	June 1, 2018	June 3, 2023	$57,890.60	$975.10	March 2023	06/01/2023
The Bottle Shop	May 1, 2017	October 1, 2023	$6,986.35	$542.91	March 2023	3/23/2023
The Fermentorium	May 1, 2015	July 2025	$25,886.76	$757.79	September 2022	05/18/2023

**Payment dates updated to most current payment date as of 06/12/2023

Ozaukee County Committee Report
General Fund Treasurer
For the Five Months Ending Wednesday, May 31, 2023
Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Prior YTD Actual	Current Month Actual	2023 YTD Actual	2023 Amended Budget	Budget Balance	% Budget YTD
Revenues						
Taxes	$143,886	$18,448	$116,887	$321,850	$204,963	36.32%
Public Charges for Services	$278	$467	$3,288	$4,000	$712	82.20%
Other Revenue	$2,296	-	-	$23,500	$23,500	0.00%
Total Revenues	**$146,460**	**$18,915**	**$120,175**	**$349,350**	**$229,175**	**34.40%**
Expenditures						
Salaries	$80,700	$16,928	$88,026	$239,213	$151,187	36.80%
Fringe Benefits	$40,417	$6,920	$39,088	$96,246	$57,158	40.61%
Travel/Training	$956	-	$22	$4,950	$4,928	0.44%
Supplies	$33,973	$307	$1,508	$39,250	$37,742	3.84%
Purchased Services	$2,830	$3,263	$3,720	$13,100	$9,380	28.40%
Interdepartment Charges	$14,825	$2,311	$12,744	$34,206	$21,462	37.26%
Other Expenses	$715	$3	$1,574	$8,180	$6,606	19.24%
Total Operating Expenditures	**$174,416**	**$29,732**	**$146,682**	**$435,145**	**$288,463**	**33.71%**
Capital Outlay						
Total Expenditures	**$174,416**	**$29,732**	**$146,682**	**$435,145**	**$288,463**	**33.71%**
Net Increase (Decrease)	**($27,956)**	**($10,817)**	**($26,507)**	**($85,795)**	**($59,288)**	**30.90%**
Equity:						
Due To / Due From	($16,490,488)	($2,675,073)	$749,124	-	($749,124)	0.00%

Attachment: June Treasurer's Report (Treasurer Report June 2023)