AGENDA
OZAUKEE COUNTY BOARD
REGULAR MEETING
WEDNESDAY, JULY 5, 2023 – 9:00 AM
ADMINISTRATION CENTER - ROOM A-204
121 W. MAIN STREET, PORT WASHINGTON, WI 53074

THE FOLLOWING BUSINESS WILL BE BEFORE THE COUNTY BOARD FOR INITIATION, DISCUSSION, CONSIDERATION, DELIBERATION AND POSSIBLE FORMAL ACTION:

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:

County Board 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. **PLEDGE OF ALLEGIANCE TO THE FLAG**
3. **APPROVAL OF MINUTES**
   a. June 7, 2023 Minutes
4. **PUBLIC COMMENT**
   Legislative Update
   Chairperson's Proclamation
5. **COMMUNICATIONS**
6. **CLAIMS**
7. **REPORT OF COUNTY ADMINISTRATOR**
   County Administrator's Report July 2023
   2023 Budget
   Assembly Bill 245 – Local Government Revenue Legislation
   Lasata CBRF Update
   Strategic Plan Updates
   EMS Grants
   Dispatch Center Upgrade
8. **RESOLUTIONS**
   RES.23-10: Increase of Revenue 2023 - Planning & Parks
   RES.23-11: Supplemental Appropriation 2023 - Human Services
   RES.23-12: Transfer of Funds 2023 - Change Order for Justice Center Training and Storage Facility
   RES.23-13: Repeal and Replace Section 5.01 (6) of the Ozaukee County Policy & Procedure Manual - Write-Off of Accounts Receivable
9. **COMMITTEE APPOINTMENTS/REAPPOINTMENTS**
10. **COMMITTEE REPORTS AND SUPERVISOR ANNOUNCEMENTS**
11. **ADJOURNMENT**

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.

Ozaukee County Board

AGENDA INFORMATION SHEET

AGENDA DATE: **July 5, 2023**
DEPARTMENT: **County Clerk**
DIRECTOR: **Karen Niemuth**
PREPARER: **Tyler Quaas**

Agenda Summary June 7, 2023 Minutes

<https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_06072023-3253>

OZAUKEE COUNTY BOARD

Ozaukee County Board

AGENDA INFORMATION SHEET

AGENDA DATE: **July 5, 2023**
DEPARTMENT: **Administrator**
DIRECTOR: **Jason Dzwinel**
PREPARER: **Jason Dzwinel**

Agenda Summary County Administrator's Report July 2023

ATTACHMENTS:

- County Administrator's Report July 2023 (PDF)

OZAUKEE COUNTY BOARD

County Administrator's Report

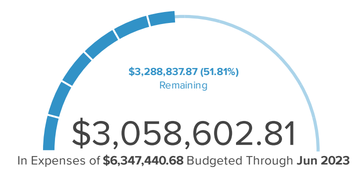
July 5, 2023

FINANCE

- Committee update on ARPA projects. $5.2 million to be allocated. Of $12.1 million allocated $8.6 million unspent.
- Auditors to present the results onf 2022 Audit to the Finance Committee in July and County Board August 2.

Finance Committee

Data Updated Jun 25, 2023, 3:12 PM | Prorated Budget

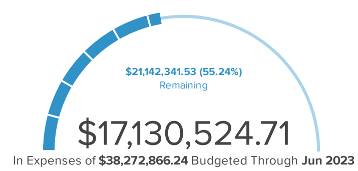


HUMAN SERVICES

- Security improvements approved for Human Services waiting area
- Lasata passes State Survey with only low level cites

Human Services

Data Updated Jun 25, 2023, 3:12 PM | Prorated Budget

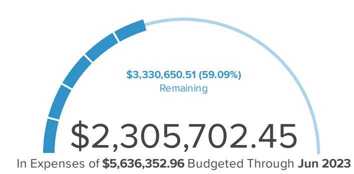


NATURAL RESOURCES

- 4-H Educator recruitment continues
- The airseeder was the first implement to be used, with a total of 248 acres seeded

Natural Resources

Data Updated Jun 25, 2023, 3:12 PM | Prorated Budget

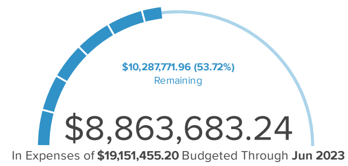


PUBLIC SAFETY -

- Discussed change order for Justice Center Training and Storage Building
- Discussed need to upgrade cubicles in Clerk of Courts Office

Public Safety

Data Updated Jun 25, 2023, 3:12 PM | Prorated Budget

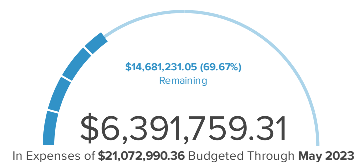


PUBLIC WORKS

- Approved Salt Brine Building Architectural Contract
- RIdership for Express Bus remains historically low

Public Works

Data Updated Jun 04, 2023, 3:20 PM | Prorated Budget



RESOLUTION NO. 23-10

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

06/29/23 **Finance Committee APPROVED**

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	J. Hagen, Supervisor District 13
SECONDER:	D. Larson, Vice-Chairperson
AYES:	Melotik, Larson, Winker, Stelter, Hagen

FINANCE COMMITTEE

Finance Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **July 5, 2023**
DEPARTMENT: **County Clerk**
DIRECTOR: **Karen Niemuth**
PREPARER: **Tyler Quaas**

Agenda Summary Increase of Revenue 2023 - Planning & Parks

ATTACHMENTS:

- INC Rev PP (PDF)
- INC REV SUP DOC (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.

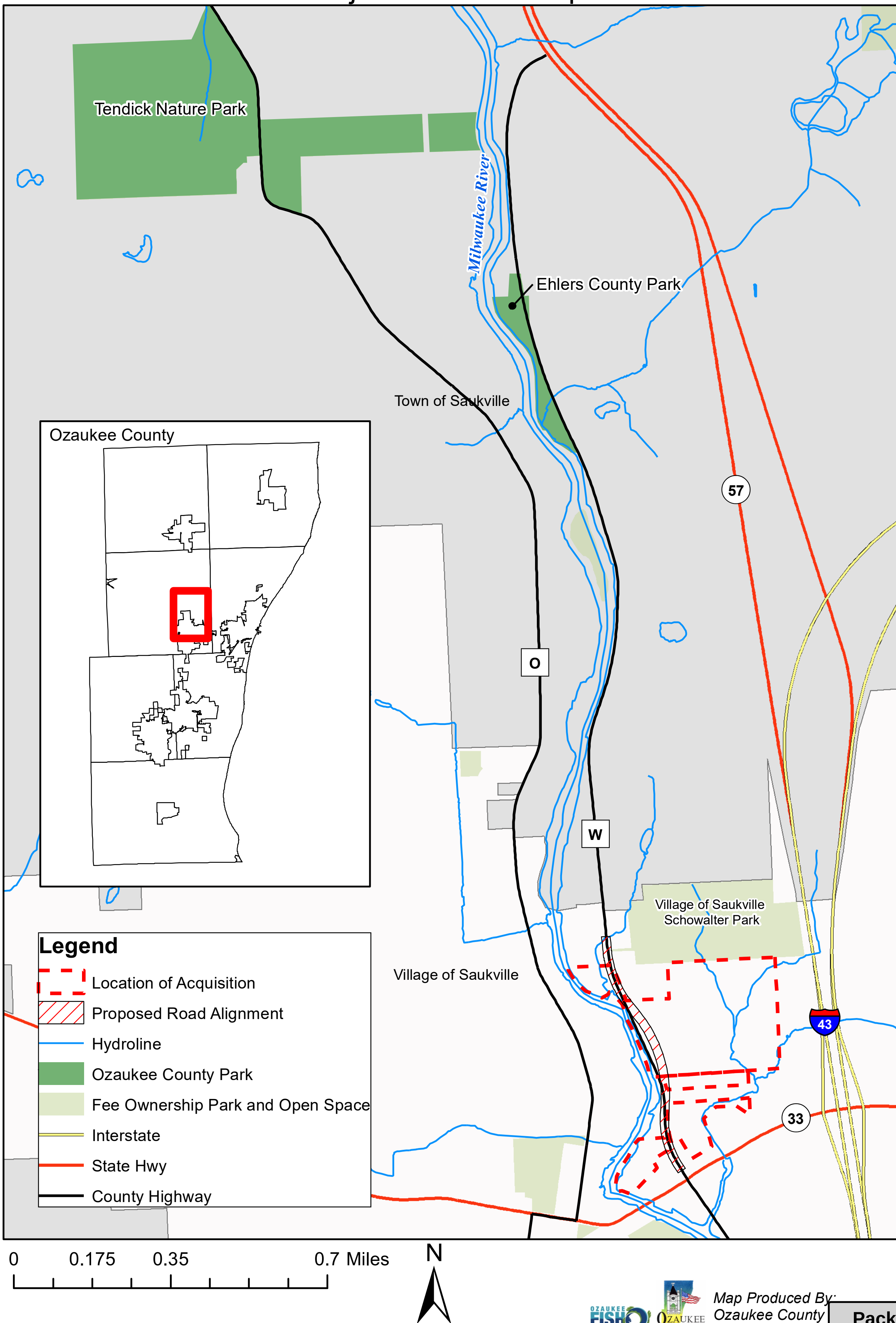
RECOMMENDED MOTION: Approve and recommend to the Ozaukee County Board of Supervisors the budget amendment for the U.S. Fish and Wildlife Service Great Lakes Restoration Initiative Fish and Wildlife Management Assistance grant for restoring up to four parcels in the Village of Saukville for floodplain 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)

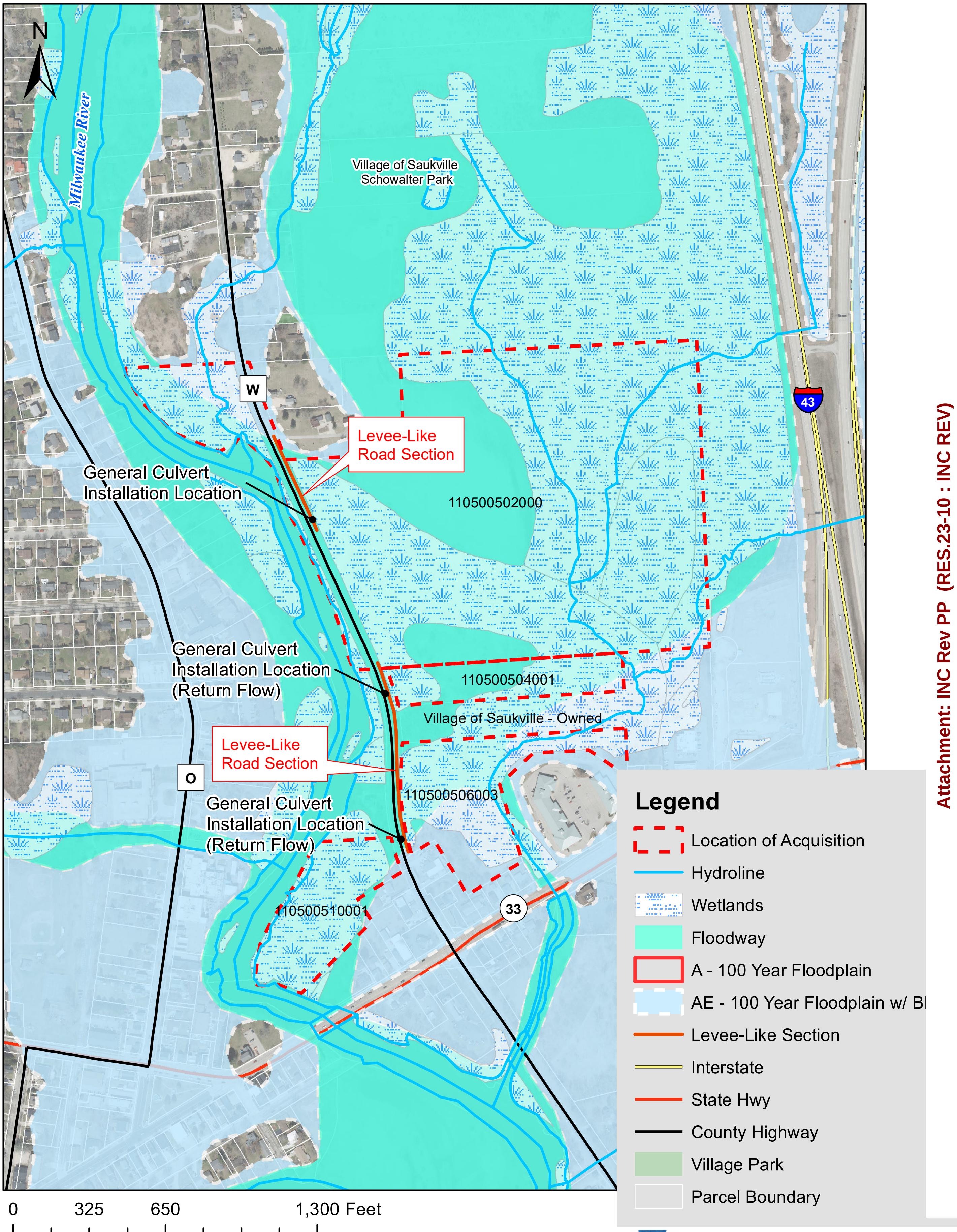
NATURAL RESOURCES COMMITTEE

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. 23-11

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	

06/29/23 **Finance Committee APPROVED**

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	J. Hagen, Supervisor District 13
SECONDER:	E. Stelter, Supervisor District 18
AYES:	Melotik, Larson, Winker, Stelter, Hagen

FINANCE COMMITTEE

Finance Committee

AGENDA INFORMATION SHEET

AGENDA DATE: **July 5, 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

Attachment: Human Services (RES.23-11 : Supplemental Appropriation)

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.

YEARS OF EXCELLENCE 25

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

PROPOSAL

DATE	Proposal No.
3/28/2023	29102

BILL TO
Ozaukee County Finance Department 121 W Main Street PO Box 994 Port Washington WI 53074-0994 Attn: Accounts Payable

SHIP TO
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

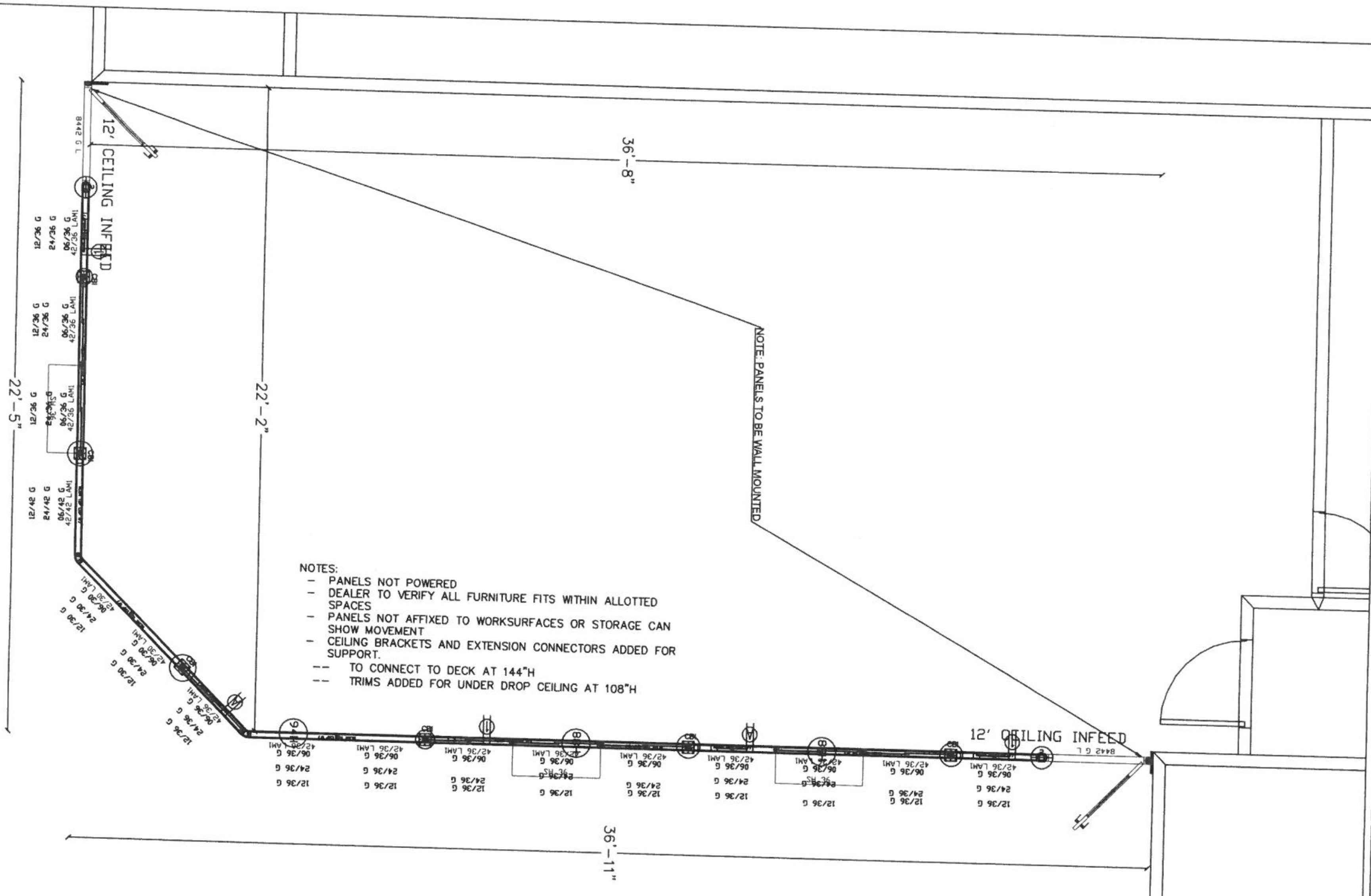
NO REFUNDS OR WARRANTY ON: All Used, Closeout And "As-Is" Product

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 (RES.23-11 : Supplemental Appropriation)

Attachment: Human Services (RES.23-11 : Supplemental Appropriation)

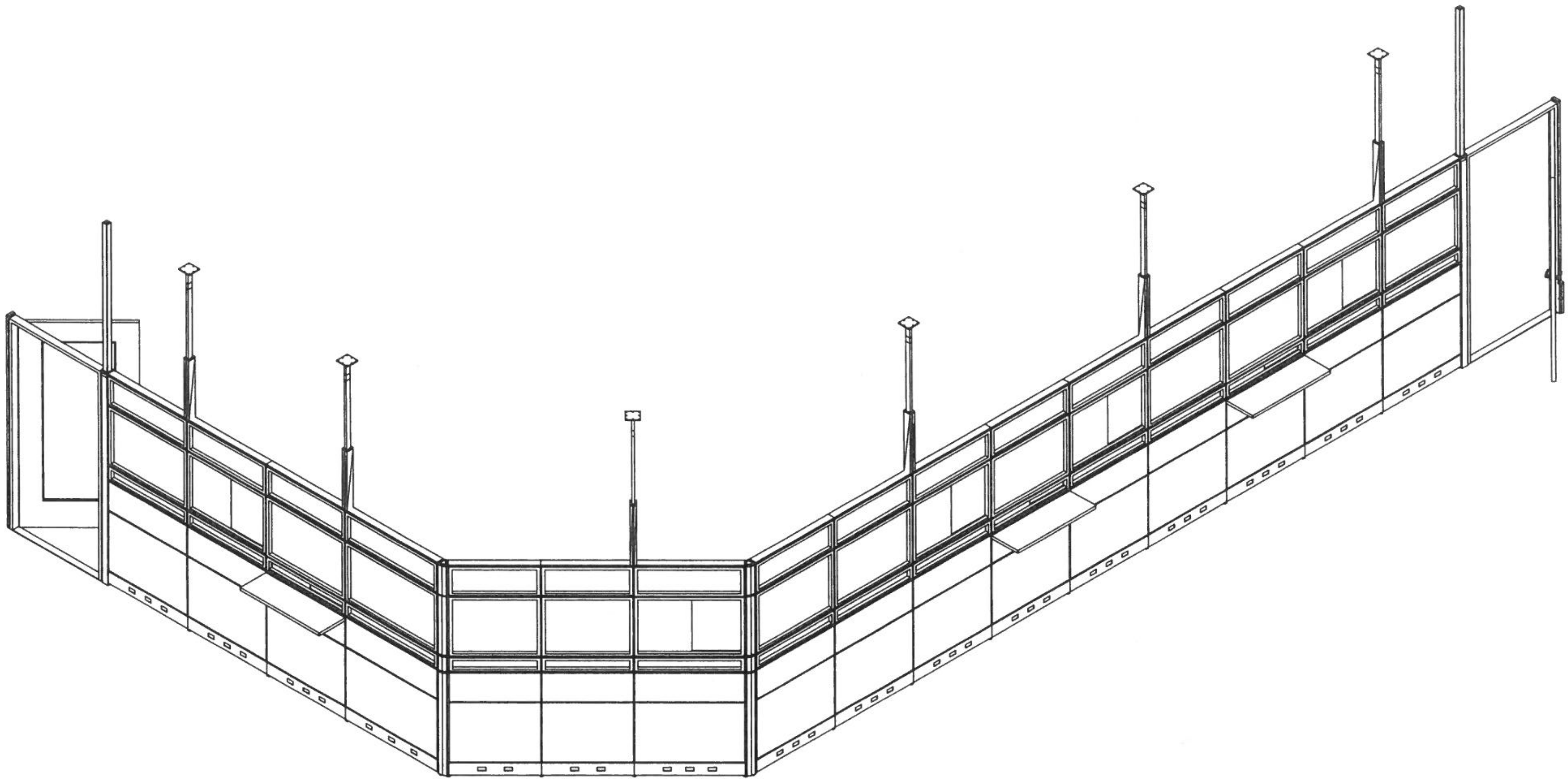


NOTES:
- PANELS NOT POWERED
- DEALER TO VERIFY ALL FURNITURE FITS WITHIN ALLOTTED SPACES
- PANELS NOT AFFIXED TO WORKSURFACES OR STORAGE CAN SHOW MOVEMENT
- CEILING BRACKETS AND EXTENSION CONNECTORS ADDED FOR SUPPORT.
-- TO CONNECT TO DECK AT 144"H
-- TRIMS ADDED FOR UNDER DROP CEILING AT 108"H

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



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
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 ____________

RESOLUTION NO. 23-12

TRANSFER OF FUNDS 2023 - CHANGE ORDER FOR JUSTICE CENTER TRAINING AND STORAGE FACILITY

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
Finance Department				
Expense	219-1-01-81100-405	Operating Transfer to Capital Projects	$111,631	
Revenue	405-1-01-71100-219	Operating Transfer from ARPA Fund		$111,631
Sheriff's Department				
Expense	405-2-08-62105-000	Buildings	$111,631	

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

SUMMARY: Transfer of funds of $111,631 from the county's ARPA allocation to fund the expansion of the second floor of the Justice Center Storage and Training Facility.

VOTE REQUIRED: Two-Thirds of Members Elect

PUBLIC SAFETY COMMITTEE

Public Safety Committee

AGENDA INFORMATION SHEET

AGENDA DATE:	**July 5, 2023**
DEPARTMENT:	**County Clerk**
DIRECTOR:	**Karen Niemuth**
PREPARER:	**Tyler Quaas**

Agenda Summary Transfer of Funds 2023 - Change Order for Justice Center Training and Storage Facility

ATTACHMENTS:

- Transfer of Funds Sup Doc (PDF)

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

OZAUKEE COUNTY

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

Date of Meeting

Finance Committee Members

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	K. Camosy	Ryan Tackes
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

Attachment: Transfer of Funds Sup Doc (RES.23-12 : Transfer of Funds)

RESOLUTION NO. 23-13

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

06/29/23 Finance Committee APPROVED

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	T. Winker, Supervisor District 1
SECONDER:	E. Stelter, Supervisor District 18
AYES:	Melotik, Larson, Winker, Stelter, Hagen

FINANCE COMMITTEE

Finance Committee

AGENDA INFORMATION SHEET

AGENDA DATE:	**July 5, 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)

<u>ATTACHMENTS:</u>

- 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 (RES.23-13 : 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

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							

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

File #	Referral Date	EFERRAL AMOU	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 (RES.23-13 : 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 (RES.23-13 : 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**