

2023 BUDGETARY WORKSHEET

Fund 542 Building Safety Fund
Department

County of Leelanau
Period Ending Date: May 31, 2022

Account Number Account Name	2019 Audited	2020 Audited	2021 Un-Audited	2022 Year-to-Date	2022 Adopted Budget	2022 Amended Budget	2023 Proposed Budget	2023 Department Requests
000000-703.020 Hazard Pay	0.00	4,000.00	0.00	0.00	0.00	0.00	0.00	
000000-706.000 401(a) Pension Plan	800.00	0.00	0.00	0.00	0.00	0.00	0.00	
000000-717.000 Social Security	34,459.63	34,561.48	35,162.31	14,688.48	34,503.00	37,633.00	37,633.00	
000000-718.000 Hospitalization	142,820.00	141,348.00	114,633.00	51,766.00	103,532.00	103,532.00	103,532.00	
000000-719.000 Retirement	37,983.36	28,707.48	33,975.98	13,186.78	34,723.00	36,536.00	36,536.00	
000000-720.000 Life Insurance/Disability	6,724.63	7,349.00	7,423.19	3,301.30	7,762.00	7,762.00	7,762.00	
000000-727.000 Office/Operating Supplies	4,907.28	1,658.67	3,673.85	906.08	3,000.00	3,000.00	3,000.00	
000000-728.000 Postage	2,991.90	3,555.15	3,902.77	1,213.26	3,000.00	3,000.00	3,000.00	
000000-743.000 Gas/Oil	8,988.71	7,043.83	10,757.85	5,909.74	7,200.00	7,200.00	7,200.00	<u>12,000.00</u>
000000-775.000 Repair and Maintenance	2,038.12	3,591.38	7,705.52	2,670.56	4,000.00	4,000.00	4,000.00	
000000-800.000 Attorney Fees	0.00	2,432.00	11,428.46	211.00	2,500.00	2,500.00	2,500.00	<u>1,000.00</u>
000000-801.000 Contractual Services	4,515.33	5,769.54	5,936.63	924.88	6,000.00	6,000.00	6,000.00	
000000-807.000 Membership Dues and Fees	2,897.50	1,241.64	2,922.50	1,795.00	3,000.00	3,000.00	3,000.00	
000000-808.000 Subscriptions	35.00	35.00	35.00	400.00	600.00	600.00	600.00	
000000-823.000 Code Books	219.90	375.00	400.00	554.00	1,000.00	1,000.00	1,000.00	<u>2,000.00</u>
000000-850.000 Telephone	936.00	936.00	936.00	468.00	936.00	936.00	936.00	
000000-850.001 Telephone - Cell phone	3,470.15	4,115.34	2,448.85	1,105.15	4,000.00	4,000.00	4,000.00	
000000-860.000 Travel	670.80	0.00	779.44	100.00	850.00	850.00	850.00	
000000-860.001 Taxable Travel	0.00	49.87	0.00	0.00	0.00	0.00	0.00	
000000-900.000 Printing and Publishing	557.60	153.90	533.52	404.00	500.00	500.00	500.00	<u>1,000.00</u>
000000-941.000 Computer Charges (Rental)	24,443.00	29,211.00	26,860.00	18,657.50	37,315.00	37,315.00	37,315.00	
000000-942.000 Copy Machine Charges (Rental)	839.04	522.36	649.36	199.56	750.00	750.00	750.00	

**2023
CONTRACTUAL SERVICES**

Account Number: 542-000000-801

Title: Contractual Services

Priority: High

List contractual services and dollar amounts:

BS&A Software for online permitting - approximately \$2100. This is billed to our department quarterly and is based on the number of users.

Netlink for copy machines - approximately \$2100. This is billed quarterly for color copies and yearly for black and white copies. Copy counts determine the fee.

Justification:

The online permitting is an upgrade that has allowed contractors and property owners to apply for permits. Since it's implementation in 2019 we have continued to see an increase in usage.

**2023
REQUESTED MEMBERSHIPS**

Account Number: 542-000000-807 Title: Membership Dues and Fees

Priority: High

List each Membership and the dollar amount below:

Mechanical Inspectors Association of Michigan - \$75/year; Northern Michigan Mechanical Plumbing Inspectors Association - \$137.50 for three years and per inspector, 2 inspectors for a total of \$275; Northern Michigan Code Officials Association - \$100/year and per inspector, 5 inspectors for a total of \$500; Plumbing Inspectors Association of Michigan - \$100/year and per inspector, 2 inspectors for a total of \$200; International Code Council - \$145/year; Northern Michigan Electrical Inspectors Association - \$125/year and per inspector, 2 inspectors for a total of \$250; Code Officials Conference of Michigan - \$45/year and per inspector, 3 inspectors for a total of \$135.

Justification:

These memberships provide access to educational classes and conferences, often at no additional cost. These also provide great opportunities for inspectors to network with individuals from different counties.

**2023
REQUESTED SUBSCRIPTIONS**

Account Number: 542-000000-808 Title: Subscriptions

Priority: High - Low

List each Subscription and the dollar amount below:

MADCAD - \$400/year. NOTE: This fee may increase due to low membership. This is an online cloud-based code reference library.

Leelanau Enterprise - \$35/year.

Justification:

MADCAD is a high priority as we are required by the State of Michigan to maintain and update a code library. We are able to access many different code books in one place for one fee. The Leelanau Enterprise is a great tool to see what upcoming projects to look for and see reports from the Soil Conservation District.

**2023
REQUESTED EDUCATION**

Account Number: 542-000000-960

Title: Education

Priority: _____
High

List Classes/Seminars, who will be attending and dollar amount below:

Code Officials Conference of Michigan - this is a conference offered in the Fall and Spring. Typically we attend only the Fall conference. The fee varies each year, but is approximately between \$200 and \$250 per person. The approximate total is between \$600 and \$750 for 3 attendees.

There are also various plumbing and mechanical classes that are offered both online and in person. Approximately \$900, but this varies.

Justification:

Continuing education is required by the State of Michigan for inspectors to complete prior to the renewal of their licenses at the end of every three year cycle. Most of our memberships include educational opportunities at no additional cost. For those that don't it is necessary to participate in online courses or attend additional conferences.

June 27, 2022
10:05AM

REVENUE & EXPENSE REPORT - CURRENT

Fund 542 Building Safety Fund
Department

County of Leelanau
Period Ending Date: May 31, 2022

Account Number Account Name	Month-to-date Actual	Current Year-to-date Actual	Current Year Total Amended Budget	Percentage Spent/Received
Fund 542 Building Safety Fund				
Fiscal Year 2022				
Revenues				
000000-401.000 Fund Balance Forward	0.00	0.00	95,754.00	0.00%
000000-478.000 Building Permits	27,717.00	189,377.00	401,273.00	47.19%
000000-478.001 Electrical Permits	18,982.00	72,982.00	160,000.00	45.61%
000000-478.002 Mechanical Permits	15,525.00	79,650.00	150,000.00	53.10%
000000-478.003 Plumbing Permits	7,374.00	35,499.00	75,000.00	47.33%
000000-478.004 Temporary Occupancy	150.00	1,000.00	1,200.00	83.33%
000000-478.005 Extra Inspection Fees	2,250.00	9,650.00	10,000.00	96.50%
000000-478.009 SEASONAL USE PERMITS	350.00	1,900.00	2,300.00	82.61%
000000-478.010 Pre-Construction Fees	0.00	300.00	800.00	37.50%
000000-478.011 Reinspection Fees	2,050.00	8,250.00	10,000.00	82.50%
000000-628.000 Copy Fees	13.00	63.00	500.00	12.60%
Revenues Total	74,411.00	398,671.00	906,827.00	43.96%
Expenses				
000000-702.000 Overtime	2,704.11	12,074.32	12,000.00	100.62%
000000-703.000 Salaries	35,206.51	173,074.75	454,613.00	38.07%
000000-703.001 Temp Office Assistant	0.00	438.48	3,000.00	14.62%
000000-703.006 Salaries -non-work holiday	0.00	3,798.10	15,520.00	24.47%
000000-717.000 Social Security	2,940.26	14,688.48	37,633.00	39.03%
000000-718.000 Hospitalization	0.00	51,766.00	103,532.00	50.00%
000000-719.000 Retirement	2,975.14	16,161.92	36,536.00	44.24%
000000-720.000 Life Insurance/Disability	669.76	3,301.30	7,762.00	42.53%
000000-727.000 Office/Operating Supplies	109.10	1,015.18	3,000.00	33.84%
000000-728.000 Postage	345.36	1,558.62	3,000.00	51.95%
000000-743.000 Gas/Oil	1,561.09	5,947.73	7,200.00	82.61%
000000-775.000 Repair and Maintenance	0.00	2,670.56	4,000.00	66.76%
000000-800.000 Attorney Fees	0.00	211.00	2,500.00	8.44%
000000-801.000 Contractual Services	724.00	924.88	6,000.00	15.41%
000000-807.000 Membership Dues and Fees	0.00	1,795.00	3,000.00	59.83%

June 27, 2022

10:05AM

REVENUE & EXPENSE REPORT - CURRENT

Fund 542 Building Safety Fund
Department

County of Leelanau
Period Ending Date: May 31, 2022

Account Number Account Name	Month-to-date Actual	Current Year-to-date Actual	Current Year Total Amended Budget	Percentage Spent/Received
000000-808.000 Subscriptions	0.00	400.00	600.00	66.67%
000000-823.000 Code Books	0.00	554.00	1,000.00	55.40%
000000-850.000 Telephone	0.00	468.00	936.00	50.00%
000000-850.001 Telephone - Cell phone	220.75	1,105.15	4,000.00	27.63%
000000-860.000 Travel	0.00	100.00	850.00	11.76%
000000-900.000 Printing and Publishing	0.00	404.00	500.00	80.80%
000000-941.000 Computer Charges (Rental)	0.00	18,657.50	37,315.00	50.00%
000000-942.000 Copy Machine Charges (Rental)	67.68	267.24	750.00	35.63%
000000-943.000 Buildings & Grounds Charges	0.00	10,656.50	21,313.00	50.00%
000000-960.000 Education	0.00	825.00	3,100.00	26.61%
000000-964.000 Refunds	800.00	2,527.00	6,000.00	42.12%
000000-970.000 Capital Outlay	46,546.00	46,546.00	46,546.00	100.00%
000000-970.010 Capital Outlay - under \$5000.00	0.00	0.00	1,000.00	0.00%
000000-999.001 Operating Trans Out - Indirect Cost	0.00	83,621.00	83,621.00	100.00%
Expenses Total	94,869.76	455,557.71	906,827.00	50.24%
	-20,458.76	-56,886.71	0.00	100.00%
Revenues Total	74,411.00	398,671.00	906,827.00	43.96%
Expenses Fund Total	94,869.76	455,557.71	906,827.00	50.24%
Net (Rev/Exp)	-20,458.76	-56,886.71	0.00	
Beginning/Adjusted Balance	1,031,328.06			
	+	YTD Revenues	YTD Expenses	Current Fund Balance
		398,671.00	455,557.71	= 974,441.35

April 8, 2022

3:10 PM

REVENUE & EXPENSE REPORT - CURRENT

Fund 542 Building Safety Fund

County of Leelanau

Department

Period Ending Date: December 31, 2021

Account Number Account Name	Month-to-date Actual	Current Year-to-date Actual	Current Year Total Amended Budget	Percentage Spent/Received
Fund 542 Building Safety Fund				
Fiscal Year 2021				
Revenues				
000000-478.000 Building Permits	54,187.00	517,355.00	515,000.00	100.46%
000000-478.001 Electrical Permits	12,917.00	171,365.00	160,000.00	107.10%
000000-478.002 Mechanical Permits	14,755.00	188,870.00	190,000.00	99.41%
000000-478.003 Plumbing Permits	8,054.00	91,547.00	75,000.00	122.06%
000000-478.004 Temporary Occupancy	50.00	2,700.00	1,200.00	225.00%
000000-478.005 Extra Inspection Fees	1,650.00	22,050.00	8,000.00	275.63%
000000-478.009 SEASONAL USE PERMITS	325.00	4,350.00	2,000.00	217.50%
000000-478.010 Pre-Construction Fees	50.00	1,325.00	700.00	189.29%
000000-478.011 Reinspection Fees	1,400.00	16,900.00	5,000.00	338.00%
000000-628.000 Copy Fees	0.00	114.00	500.00	22.80%
000000-687.000 Refunds & Rebates	227.52	227.52	0.00	100.00%
Revenues Total	93,615.52	1,016,803.52	957,400.00	106.20%
Expenses				
000000-702.000 Overtime	2,940.06	27,291.62	30,000.00	90.97%
000000-703.000 Salaries	45,504.51	412,038.59	469,333.00	87.79%
000000-703.001 Temp Office Assistant	0.00	74.50	3,000.00	2.48%
000000-703.006 Salaries -non-work holiday	6,850.90	17,414.19	20,284.00	85.85%
000000-717.000 Social Security	3,996.62	35,162.31	38,989.00	90.19%
000000-718.000 Hospitalization	4,283.00	114,633.00	114,633.00	100.00%
000000-719.000 Retirement	2,684.45	33,975.98	33,924.00	100.15%
000000-720.000 Life Insurance/Disability	640.81	7,423.19	7,605.00	97.61%
000000-727.000 Office/Operating Supplies	286.10	3,673.85	4,000.00	91.85%
000000-728.000 Postage	704.85	3,902.77	3,500.00	111.51%
000000-743.000 Gas/Oil	917.64	10,757.85	15,000.00	71.72%
000000-775.000 Repair and Maintenance	478.46	7,705.52	11,500.00	67.00%
000000-800.000 Attorney Fees	1,323.60	11,428.46	16,000.00	71.43%
000000-801.000 Contractual Services	2,066.39	5,936.63	5,000.00	118.73%
000000-807.000 Membership Dues and Fees	0.00	2,922.50	3,800.00	76.91%

Un-Audited

April 8, 2022

3:10 PM

REVENUE & EXPENSE REPORT - CURRENT

Fund 542 Building Safety Fund
Department

County of Leelanau
Period Ending Date: December 31, 2021

Account Number Account Name	Month-to-date Actual	Current Year-to-date Actual	Current Year Total Amended Budget	Percentage Spent/Received
000000-808.000 Subscriptions	0.00	35.00	0.00	100.00%
000000-823.000 Code Books	0.00	400.00	2,000.00	20.00%
000000-850.000 Telephone	0.00	936.00	936.00	100.00%
000000-850.001 Telephone - Cell phone	221.40	2,448.85	4,000.00	61.22%
000000-860.000 Travel	99.68	779.44	2,000.00	38.97%
000000-891.000 Contingency	0.00	0.00	10,722.00	0.00%
000000-900.000 Printing and Publishing	0.00	533.52	500.00	106.70%
000000-941.000 Computer Charges (Rental)	0.00	26,860.00	26,860.00	100.00%
000000-942.000 Copy Machine Charges (Rental)	49.60	649.36	750.00	86.58%
000000-943.000 Buildings & Grounds Charges	0.00	21,313.00	21,313.00	100.00%
000000-960.000 Education	393.34	4,811.34	5,000.00	96.23%
000000-964.000 Refunds	344.00	6,034.00	6,500.00	92.83%
000000-970.010 Capital Outlay - under \$5000.00	0.00	0.00	1,000.00	0.00%
000000-999.001 Operating Trans Out - indirect cost	0.00	99,251.00	99,251.00	100.00%
Expenses Total	73,785.41	858,392.47	957,400.00	89.66%
	19,830.11	158,411.05	0.00	100.00%
Revenues Total	93,615.52	1,016,803.52	957,400.00	106.20%
Expenses Fund Total	73,785.41	858,392.47	957,400.00	89.66%
Net (Rev/Exp)	19,830.11	158,411.05	0.00	
Beginning/Adjusted Balance	872,917.01			
	+	YTD Revenues	YTD Expenses	Current Fund Balance
		1,016,803.52	858,392.47	= 1,031,328.06

Un-Audited