

ESS

Electronic Services System – Finance Subcommittee Meeting

Agenda

Web Conference

January 11, 2024

9:00 A.M. to 10:00 A.M.

- **Welcome**
- **December 7, 2023 – Summary of Subcommittee Action – Approval**
- **Financial Reports**
 - **Accounts Receivable Update**
 - **January Summary of ESS Payments – Approval**
 - **January Fund 255 Reimbursement Invoice – Approval**
 - **November 2023 Financial Reports – Approval**
- **ESS Financial & Strategic Review – Discussion**
 - **December Metrics and Budget Status Review**
 - **ESS System Changes**
 - **System Cloud Migration**
 - **Office IT Services**
 - **POS System Review**
 - **Recording Fees and Modernization Update**

Next Meeting – February 8, 2024 – 9:00 AM

**ESS Finance Subcommittee
Teleconference Meeting
December 7, 2023**

Members Present: Stacie Herridge, Sheri Jones, Amy Assink, Kelly Spees, GERALYN Greer, Laura McKeever, and Lisa Kent

Other Participants: Nancy Booten, Erin Canfield, Jordyn Hill, Ann Ditsworth, Melissa Bahnsen, Andrew Moats, Phil Dunshee, Census Lo-Liyong, Kay Kelleher and Lisa Long

The meeting was called to order at 9 AM.

Meeting Summary

The Finance Subcommittee reviewed the November 7, 2023, meeting summary. A motion was made by Sheri Jones and seconded by Amy Assink to approve the summary. The motion was approved.

Accounts Receivable Update

The Account Manager updated the Subcommittee on the accounts receivable report. ESS had a delay in payment from Hirsch Law due to the firm being acquired by another company. The second item is related to the Dallas County conversion to a new service provider resulting in a technical delay.

December Summary of ESS Payments

The monthly payment reports were presented. Notable AP report items included the payment to LightEdge to migrate ILR systems to a managed firewall at a cost of \$4,000.00. The report also includes a payment of \$1,661 to Brenda Clark for presenting at the September Deputies Conference. The payment issue relating to the Dallas County conversion was also highlighted. Other transactions represented normal expenses.

Notable credit card expenses included AWS (Amazon Web Services). AWS costs are increasing month-to-month as the volume of back-up storage increases (almost \$900.00 in October). Additional payments covered various expenses, including monthly expenditures for service providers and software such as Adobe Creative Cloud, Mailchimp, Zoom, Microsoft 365, Intuit, and JIRA. The Survey Monkey subscription was also renewed.

A motion was made by Amy Assink and seconded by GERALYN Greer to approve the November summary of ESS payments. The motion was approved.

December Fund 255 Reimbursement Invoice

The Subcommittee reviewed the Fund 255 reimbursement invoice for December 2023, which included two payroll expenses of \$34,278.07 and \$26,336.39 totaling \$60,614.60.

ESS will be seeking a meeting with the State Treasurer's office to review reimbursement procedures, which in the future may be primarily associated with monthly income. Other changes may be discussed, because it has been nearly two decades since the original procedures were established.

Laura McKeever made a motion to approve the November reimbursement invoice, which was seconded by Sheri Jones. The motion was approved.

October Financial Reports

The Project Manager provided an overview of the financial reports for October 2023. The Bankers Trust statement showed a beginning balance of \$1,185,047.29 and an ending balance of \$1,250,223.04. The reconciled reports highlighted several key financial figures, including budgeted income of \$123,572.64 and total income of \$2,816,335.54. On the expense side, budgeted expenses totaled \$107,691.21 and total expenses of \$2,795,900.37. Total net income was \$20,435.17 for the month. Total assets and liabilities were \$2,457,311.02. Total assets include several reserve accounts including a Software Development and Equipment Maintenance

Reserve of \$410,870.52 and a Redaction Reserve of \$53,875.79. A balance of \$1,113,944.76 on October 31, 2023, was maintained for revolving cash flow requirements

The September credit card statement had a beginning balance of \$5,947.78 and an ending balance of \$6,144.91.

Fund 255 had a beginning balance of \$151,077.92. Account receipts were \$42,153.97 and disbursements were \$30,257.61 resulting in an ending balance of \$162,974.28. All accounts were successfully reconciled.

A motion was made by GERALYN GREER to approve the financial reports. AMY ASSINK seconded, and the motion was approved.

ESS Financial and Strategic Review

November Metrics

The Trends report indicates a decline in recording and E-Submission activity during November, with fewer than 25,000 electronically submitted and recorded documents - slightly below the 2022 level. The recent approval of the final budget amendment for 2023 was discussed. The budget amendment report highlights efforts to manage expenses, including reducing staff hours and discontinuing certain discretionary activities to align with the budget. While progress has been made in the past three months, there is still work to be done to meet the budget goals by the end of the year.

Operating Cost Review

The Subcommittee received information about pending reviews of various expenses and options for reducing expenses. This included the review of office space options, office technology support, payment gateway service fees, and redaction services.

System Cloud Migration

ESS introduced a proposal from LightEdge to shift ILR operations to the cloud. The proposal's structure outlines a monthly fee of approximately \$8,000.00 covering equipment, virtual machines, backup storage, and internet bandwidth. The proposal provides a viable alternative to traditional capital-intensive equipment purchases. While the decision is not finalized, this potential transition signifies a substantial shift in the organization's technological approach, aiming to embrace the efficiency, security, and collaborative possibilities offered by cloud services. The Subcommittee was advised that a special meeting of the ESS Coordinating Committee could be convened later in the month to consider the proposal.

IT Services

ESS is actively reviewing IT support services, currently provided by All Covered, with a keen focus on optimizing operational efficiency and service quality. In response to identified areas for improvement and a desire for enhanced customer service, ESS, in collaboration with Enterprise Iowa, has initiated a Request for Qualifications (RFQ) process to explore alternative service providers. Two promising candidates, Iowa Solutions and Dymin, have emerged from the evaluation process, both aligning with budget considerations. The Subcommittee was advised that the ESS Coordinating Committee could be asked to consider a recommendation at any special meeting that may be held later in December.

Office Services

In the ongoing evaluation of office space, the ESS team has undertaken the task of searching for suitable and cost-effective alternative locations. An RFI was circulated to various commercial real estate brokers, outlining specific needs and preferences. The review has been led by Customer Service and Account Manager Lisa Long and Accounting Coordinator Kay Kelleher. Several potential sites were highlighted for the Finance Subcommittee. The decision-making process involves weighing the advantages of staying at the current location against the costs and benefits of relocating. This information will also be provided to the ESS Coordinating Committee for consideration.

Recording Fees and Modernization

The Finance Subcommittee was informed about the Iowa County Recorders Association's recording fee policy discussion. A meeting is planned for December 14, 2023, with the fee policy working group. A charter document which explains the scope and purpose of the project was shared with the Subcommittee.

The meeting was adjourned. The next meeting of the Finance Subcommittee is a web conference scheduled for Thursday, January 11, 2024.

DRAFT

3:43 PM

01/02/24

Electronic Services System
A/R Aging Summary
As of December 31, 2023

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
CLRIS - FUND 255	0.00	60,614.46	0.00	0.00	0.00	60,614.46
Fichter Municipal Services and L...	0.00	64.00	0.00	0.00	0.00	64.00
Simplifile, LC	0.00	0.00	790.40	0.00	0.00	790.40
Sorensen Law Office	0.00	1,123.00	0.00	0.00	0.00	1,123.00
TOTAL	0.00	61,801.46	790.40	0.00	0.00	62,591.86

4:29 PM

01/02/24

Electronic Services System Transaction List by Date December 2023

Type	Date	Num	Name	Memo	Acc...	Clr	Split	Debit	Credit
Dec 23									
Bill	12/01/2023	0431...	Oasis HR	Period Ending 11.25.23	2000...		-SPLIT-		31,594.93
Bill	12/01/2023	211337	Avid Communicat...	Telephone Services - Dec 2...	2000...		60860 · Telephone	209.79	
Bill	12/01/2023	1849	Rafferty Group	Government Relations Servi...	2000...		60520 · Government Rel...	1,000.00	
Bill	12/01/2023	INV0...	Lightedge Solutio...	Hosting Services: 1.1.23 - 1....	2000...		64240 · Data Center & H...	3,052.90	
Bill	12/04/2023	1507	Enterprise Iowa	Project Manager - Novembe...	2000...		Project Manager	12,400.00	
Bill	12/04/2023	1508	Enterprise Iowa	Office space & Internet: Nov...	2000...		-SPLIT-	3,300.00	
Bill	12/09/2023	8156...	Konica Minolta Pr...	Contract #500-50429080: Pr...	2000...		60880 · Printing and Cop...	351.78	
Bill	12/13/2023	Reim...	Kay Kelleher	Parking ISAC Conference R...	2000...		61350 · Conferences & ...	12.00	
Bill	12/15/2023	1864	Rafferty Group	Government Relations Servi...	2000...		60520 · Government Rel...	1,000.00	
Bill	12/17/2023	0432...	Oasis HR	Period Ending 12.09.23	2000...		-SPLIT-	32,102.97	
Bill	12/27/2023	1227...	Corrie Strasser	Reimbursement for Docume...	2000...		60890 · Miscellaneous	50.00	
Bill	12/29/2023	0434...	Oasis HR	Period Ending 12.23.23	2000...		-SPLIT-	28,068.72	
Dec 23									

3:36 PM

01/02/24

Accrual Basis

Electronic Services System Custom Transaction Detail Report

December 2023

Date	Num	Name	Memo	Account	Clr	Debit	Credit
Dec 23							
12/01/20	1086...	Konica Minolta B...	All Covered - IT Support: December	21100 · BT Cred...	X		731.59
12/01/20	4560...	LoopUp	Telephone Conferencing: Novmeber 2023	21100 · BT Cred...			28.07
12/03/20	1516...	Amazon	Amazon Web Services: 11.1.23-11.31.23	21100 · BT Cred...	X		737.02
12/03/20	2620...	Adobe Systems	Creative Cloud Apps: 12.3.23 - 1.2.24	21100 · BT Cred...	X		58.29
12/05/20	1205...	Bankers Trust - v	Credit Card -November 2023	21100 · BT Cred...	X	3,961.22	
12/05/20	2023...	Business Public...	Affidavit of Publication: ESS Finance Subcommittee 11.17.23 M...	21100 · BT Cred...	X		20.83
12/05/20	INV2...	Zoom	Change Name-Cloud Recording, Webinar Annual, Zoom Pro 12...	21100 · BT Cred...	X		849.90
12/11/20	AT-2...	Atlassian	Bitbucket 2019 Standard-6 users: 12.11.23 - 1.11.24	21100 · BT Cred...	X		19.26
12/13/20	E050...	Microsoft	Online Services: 12.08.23 - 01.07.24	21100 · BT Cred...	X		112.50
12/13/20	E050...	Microsoft	Prepay monthly subscription charges: 11.28.23 - 11.27.24	21100 · BT Cred...	X		96.00
12/19/20	1223...	Great Des Moin...	Census Registration to 2024 Opening Night Legislative Reception	21100 · BT Cred...	X		25.00
12/19/20	1108...	DuoSecurity	Monthly Subscription	21100 · BT Cred...	X		30.00
12/19/20	9799...	Gravity Forms	Gravity Forms Elite Annual Subscription	21100 · BT Cred...	X		259.00
12/21/20	P1-9...	Intuit	Quickbooks Enterprise Solutions Hosting	21100 · BT Cred...	X		116.00
12/21/20	2023...	Business Public...	Affidavit of Publication: ESS Finance Subcommittee 11.17.23 M...	21100 · BT Cred...	X		18.59
12/23/20	767-...	Atlassian	Jira, Confluence, software: 12.22.23 - 01.22.23	21100 · BT Cred...	X		21.40
12/23/20	MC1...	Mailchimp	Email Platform	21100 · BT Cred...	X		527.00
12/25/20	INV0...	Right Networks	Intuit Core: 12.25.23 - 1.24.24	21100 · BT Cred...	X		42.00
Dec 23						3,961.22	3,692.45

8711 Windsor Pkwy
Suite 2
IA 50131-2296

Date	Invoice #
1/2/2024	F255 010224

Bill To
CLRIS - FUND 255 c/o Office of the State Treasurer Capitol Building Des Moines, IA 50319

P.O. No.	Terms	Project

ESS Finance Page 8



ELECTRONIC SERVICES SYSTEM (24417)

PD24417

Invoices - 04328281 Report

Report generated on 12/17/2023 at 11:39 AM

Invoice Number: 04328281 Batch Number: 202326

Invoice Date: 12/15/2023 Period Ending: 12/09/2023

DESCRIPTION	AMOUNT
GROSS WAGES	\$24,128.19
EMPLOYMENT TAXES	\$1,890.78
WORKERS COMPENSATION	\$79.64
SERVICE FEES	\$522.42
OASIS HEALTH & WELFARE BENEFITS	\$3,043.34
OASIS RETIREMENT	\$686.79
OTHER: DENTAL INSURANCE DELTA DENTAL	\$66.50
OTHER: PROTECTION PLUS	\$14.80
OTHER: COBRA (OASIS DEG)	\$1,670.51
NOV'23 COBRA MED DEN EMP 1670.51 DK7426 AGARWAL MA	
SUB-TOTAL	\$32,102.97
TOTAL INVOICE	\$32,102.97
PAID - REFERENCE	\$32,102.97
DO NOT REMIT PAYMENT	
PAYMENT RECORD AS OF 12/17/2023 12:31PM	
REF 231212_BOA_01*0000016	



ELECTRONIC SERVICES SYSTEM (24417)

PD24417

Invoices - 04342302 Report

Report generated on 12/29/2023 at 4:34 PM

Invoice Number: 04342302 Batch Number: 202327

Invoice Date: 12/29/2023 Period Ending: 12/23/2023

DESCRIPTION	AMOUNT
GROSS WAGES	\$24,298.21
EMPLOYMENT TAXES	\$1,860.42
WORKERS COMPENSATION	\$80.20
SERVICE FEES	\$522.42
OASIS HEALTH & WELFARE BENEFITS	\$594.00
OASIS RETIREMENT	\$681.17
OTHER: DENTAL INSURANCE DELTA DENTAL	\$17.50
OTHER: PROTECTION PLUS	\$14.80
SUB-TOTAL	\$28,068.72
TOTAL INVOICE	\$28,068.72
PAID - REFERENCEXXXXXXXXXX596	\$28,068.72
DO NOT REMIT PAYMENT	
PAYMENT RECORD AS OF 12/29/2023 05:26PM	
REF 231227_BOA_01*0000013	



Last statement: October 31, 2023
 This statement: November 30, 2023
 Total days in statement period: 30

Page 1 of 19

(0) {0}

ELECTRONIC SERVICES SYSTEM
 8711 WINDSOR PKWY SUITE 2
 JOHNSTON IA 50131-2296

Direct inquiries to:
 515-245-2863

Bankers Trust Company
 453 7TH Street
 Des Moines, IA 50309

Commercial Checking-Analysis

Account number	Beginning balance	\$1,250,223.04
	Total additions	2,665,541.17
	Total subtractions	2,627,781.83
	Ending balance	\$1,287,982.38

DEBITS

Date	Description	Subtractions
11-01	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	82.00
11-01	' ACH Debit POS ESS FUNDS DISB CCD POS ESS	25,849.11
11-01	' ACH Debit IOWA COUNTY RECO FUNDS DISB CCD IOWA COUNTY RECO	161,661.80
11-01	' Electronic Bill Pay CBO1G96A LEAN TECHNIQUES 2082903	600.00
11-01	' Electronic Bill Pay 1BO1G96A BRICK GENTRY PC 2082903	2,250.00
11-01	' Electronic Bill Pay ABO1G96A CSI 2082903	4,558.95
11-02	' ACH Debit BANKCARD MTOT DISC CCD VAN BUREN COUNTY R 528414019716083	26.50
11-02	' ACH Debit BANKCARD MTOT DISC CCD DALLAS COUNTY RECO 528414019714880	173.61
11-02	' ACH Debit BANKCARD MTOT DISC CCD STORY COUNTY RECOR 528414019714898	222.52
11-02	' ACH Debit BANKCARD MTOT DISC CCD ADAMS COUNTY RECOR 528414019717115	14.97

ELECTRONIC SERVICES SYSTEM
November 30, 2023

Page 2 of 19

Date	Description	Subtractions
11-02	' ACH Debit BANKCARD MTOT DISC CCD AUDUBON COUNTY REC 528414019717149	15.28
11-02	' ACH Debit BANKCARD MTOT DISC CCD ADAIR COUNTY RECOR 528414019717107	27.99
11-02	' ACH Debit BANKCARD MTOT DISC CCD CHICKASAW COUNTY R 528414019717180	29.18
11-02	' ACH Debit BANKCARD MTOT DISC CCD ALLAMAKEE COUNTY R 528414019717131	36.23
11-02	' ACH Debit BANKCARD MTOT DISC CCD CHEROKEE COUNTY RE 528414019717198	49.62
11-02	' ACH Debit BANKCARD MTOT DISC CCD BUENA VISTA COUNTY 528414019717123	66.37
11-02	' ACH Debit BANKCARD MTOT DISC CCD BOONE COUNTY RECOR 528414019717172	68.76
11-02	' ACH Debit BANKCARD MTOT DISC CCD BENTON COUNTY RECO 528414019717156	131.75
11-02	' ACH Debit BANKCARD MTOT DISC CCD BLACK HAWK COUNTY 528414019717164	284.14
11-02	' ACH Debit BANKCARD MTOT DISC CCD CASS COUNTY RECORD 528414019717222	17.60
11-02	' ACH Debit BANKCARD MTOT DISC CCD CLARKE COUNTY RECO 528414019717263	19.43
11-02	' ACH Debit BANKCARD MTOT DISC CCD CALHOUN COUNTY REC 528414019717248	23.64
11-02	' ACH Debit BANKCARD MTOT DISC CCD CRAWFORD COUNTY RE 528414019717305	30.47
11-02	' ACH Debit BANKCARD MTOT DISC CCD FRANKLIN COUNTY RE 528414019717354	30.96
11-02	' ACH Debit BANKCARD MTOT DISC CCD CARROLL COUNTY REC 528414019717230	33.74

ELECTRONIC SERVICES SYSTEM
November 30, 2023

Page 3 of 19

Date	Description	Subtractions
11-02	' ACH Debit BANKCARD MTOT DISC CCD BUTLER COUNTY RECO 528414019717255	43.67
11-02	' ACH Debit BANKCARD MTOT DISC CCD CLAYTON COUNTY REC 528414019717289	45.30
11-02	' ACH Debit BANKCARD MTOT DISC CCD DAVIS COUNTY RECOR 528414019717313	50.99
11-02	' ACH Debit BANKCARD MTOT DISC CCD DELAWARE COUNTY RE 528414019717321	52.67
11-02	' ACH Debit BANKCARD MTOT DISC CCD EMMET COUNTY RECOR 528414019717347	57.19
11-02	' ACH Debit BANKCARD MTOT DISC CCD CLINTON COUNTY REC 528414019717297	73.20
11-02	' ACH Debit BANKCARD MTOT DISC CCD CLAY COUNTY RECORD 528414019717271	82.32
11-02	' ACH Debit BANKCARD MTOT DISC CCD CERRO GORDO COUNTY 528414019717206	88.27
11-02	' ACH Debit BANKCARD MTOT DISC CCD DICKINSON COUNTY R 528414019717339	93.43
11-02	' ACH Debit BANKCARD MTOT DISC CCD CEDAR COUNTY RECOR 528414019717214	108.23
11-02	' ACH Debit BANKCARD MTOT DISC CCD HANCOCK COUNTY REC 528414019717388	15.64
11-02	' ACH Debit BANKCARD MTOT DISC CCD GUTHRIE COUNTY REC 528414019717370	24.08
11-02	' ACH Debit BANKCARD MTOT DISC CCD HAMILTON COUNTY RE 528414019717396	31.94
11-02	' ACH Debit BANKCARD MTOT DISC CCD GREENE COUNTY RECO 528414019717362	44.77
11-02	' ACH Debit BANKCARD MTOT DISC CCD HARRISON COUNTY RE 528414019717412	53.61

ELECTRONIC SERVICES SYSTEM
November 30, 2023

Page 4 of 19

Date	Description	Subtractions
11-02	' ACH Debit BANKCARD MTOT DISC CCD DES MOINES COUNTY 528414019717404	68.05
11-02	' ACH Debit BANKCARD MTOT DISC CCD IDA COUNTY RECORDER 528414019717503	16.61
11-02	' ACH Debit BANKCARD MTOT DISC CCD MITCHELL COUNTY RE 528414019717636	26.60
11-02	' ACH Debit BANKCARD MTOT DISC CCD IOWA COUNTY RECORD 528414019717495	29.80
11-02	' ACH Debit BANKCARD MTOT DISC CCD MONTGOMERY COUNTY 528414019717602	30.62
11-02	' ACH Debit BANKCARD MTOT DISC CCD MILLS COUNTY RECORDER 528414019717594	33.28
11-02	' ACH Debit BANKCARD MTOT DISC CCD HUMBOLDT COUNTY RE 528414019717545	33.41
11-02	' ACH Debit BANKCARD MTOT DISC CCD JEFFERSON COUNTY R 528414019717669	33.51
11-02	' ACH Debit BANKCARD MTOT DISC CCD MONROE COUNTY RECO 528414019717628	36.07
11-02	' ACH Debit BANKCARD MTOT DISC CCD MADISON COUNTY REC 528414019717651	38.90
11-02	' ACH Debit BANKCARD MTOT DISC CCD FAYETTE COUNTY REC 528414019717420	42.61
11-02	' ACH Debit BANKCARD MTOT DISC CCD FREMONT COUNTY REC 528414019717461	46.11
11-02	' ACH Debit BANKCARD MTOT DISC CCD FLOYD COUNTY RECORDER 528414019717479	47.80
11-02	' ACH Debit BANKCARD MTOT DISC CCD GRUNDY COUNTY RECO 528414019717438	48.60
11-02	' ACH Debit BANKCARD MTOT DISC CCD HENRY COUNTY RECORDER 528414019717511	49.33

ELECTRONIC SERVICES SYSTEM
November 30, 2023

Page 5 of 19

Date	Description	Subtractions
11-02	' ACH Debit BANKCARD MTOT DISC CCD MARSHALL COUNTY RE 528414019717586	63.70
11-02	' ACH Debit BANKCARD MTOT DISC CCD HARDIN COUNTY RECO 528414019717453	64.88
11-02	' ACH Debit BANKCARD MTOT DISC CCD MUSCATINE COUNTY R 528414019717610	72.30
11-02	' ACH Debit BANKCARD MTOT DISC CCD JASPER COUNTY RECO 528414019717677	76.92
11-02	' ACH Debit BANKCARD MTOT DISC CCD MAHAKSA COUNTY REC 528414019717644	99.78
11-02	' ACH Debit BANKCARD MTOT DISC CCD DUBUQUE COUNTY REC 528414019717446	139.00
11-02	' ACH Debit BANKCARD MTOT DISC CCD KEOKUK COUNTY RECO 528414019717685	30.26
11-02	' ACH Debit BANKCARD MTOT DISC CCD JONES COUNTY RECOR 528414019717693	44.36
11-02	' ACH Debit BANKCARD MTOT DISC CCD POCAHONTAS COUNTY 528414019717834	12.57
11-02	' ACH Debit BANKCARD MTOT DISC CCD WRIGHT COUNTY RECO 528414019717842	22.29
11-02	' ACH Debit BANKCARD MTOT DISC CCD WORTH COUNTY RECOR 528414019717859	24.92
11-02	' ACH Debit BANKCARD MTOT DISC CCD JACKSON COUNTY REC 528414019717776	25.73
11-02	' ACH Debit BANKCARD MTOT DISC CCD PALO ALTO COUNTY R 528414019717818	30.64
11-02	' ACH Debit BANKCARD MTOT DISC CCD LYON COUNTY RECORD 528414019717719	33.77
11-02	' ACH Debit BANKCARD MTOT DISC CCD LOUISA COUNTY RECO 528414019717727	34.94

ELECTRONIC SERVICES SYSTEM
November 30, 2023

Page 6 of 19

Date	Description	Subtractions
11-02	' ACH Debit BANKCARD MTOT DISC CCD LUCAS COUNTY RECOR 528414019717743	41.58
11-02	' ACH Debit BANKCARD MTOT DISC CCD PLYMOUTH COUNTY RE 528414019717826	54.10
11-02	' ACH Debit BANKCARD MTOT DISC CCD KOSSUTH COUNTY REC 528414019717750	60.84
11-02	' ACH Debit BANKCARD MTOT DISC CCD PAGE COUNTY RECORD 528414019717800	70.43
11-02	' ACH Debit BANKCARD MTOT DISC CCD WOODBURY COUNTY RE 528414019717867	77.83
11-02	' ACH Debit BANKCARD MTOT DISC CCD LEE COUNTY RECORDE 528414019717735	78.05
11-02	' ACH Debit BANKCARD MTOT DISC CCD WINNEBAGO COUNTY R 528414019717875	102.57
11-02	' ACH Debit BANKCARD MTOT DISC CCD JOHNSON COUNTY REC 528414019717768	208.03
11-02	' ACH Debit BANKCARD MTOT DISC CCD LINN COUNTY RECORD 528414019717701	504.57
11-02	' ACH Debit BANKCARD MTOT DISC CCD POWESHIEK COUNTY R 528414019717974	20.24
11-02	' ACH Debit BANKCARD MTOT DISC CCD WAYNE COUNTY RECOR 528414019717941	25.93
11-02	' ACH Debit BANKCARD MTOT DISC CCD RINGGOLD COUNTY RE 528414019717958	46.65
11-02	' ACH Debit BANKCARD MTOT DISC CCD WASHINGTON COUNTY 528414019717909	50.93
11-02	' ACH Debit BANKCARD MTOT DISC CCD SAC COUNTY RECORDE 528414019717966	50.98
11-02	' ACH Debit BANKCARD MTOT DISC CCD WEBSTER COUNTY REC 528414019717883	84.40

ELECTRONIC SERVICES SYSTEM
November 30, 2023

Page 7 of 19

Date	Description	Subtractions
11-02	' ACH Debit BANKCARD MTOT DISC CCD WAPELLO COUNTY REC 528414019717933	94.42
11-02	' ACH Debit BANKCARD MTOT DISC CCD WARREN COUNTY RECO 528414019717891	107.33
11-02	' ACH Debit BANKCARD DISCOUNT CCD ELECTRONIC SERVICE 528414019714906	0.12
11-02	' ACH Debit BANKCARD MTOT DISC CCD MONONA COUNTY RECO 528414019718923	23.08
11-02	' ACH Debit BANKCARD MTOT DISC CCD WINNESHIEK COUNTY 528414019718972	30.48
11-02	' ACH Debit BANKCARD MTOT DISC CCD APPANOOSE COUNTY R 528414019735661	35.91
11-02	' ACH Debit BANKCARD MTOT DISC CCD UNION COUNTY RECOR 528414019718022	42.37
11-02	' ACH Debit BANKCARD MTOT DISC CCD SHELBY COUNTY RECO 528414019718006	45.14
11-02	' ACH Debit BANKCARD MTOT DISC CCD HOWARD COUNTY RECO 528414019730571	47.12
11-02	' ACH Debit BANKCARD MTOT DISC CCD ELECTRONIC SERVICE 498895199155706	47.90
11-02	' ACH Debit BANKCARD MTOT DISC CCD TAMA COUNTY RECORD 528414019718030	63.99
11-02	' ACH Debit BANKCARD MTOT DISC CCD SIOUX COUNTY RECOR 528414019718014	88.27
11-02	' ACH Debit BANKCARD MTOT DISC CCD MARION COUNTY RECO 528414019725738	88.59
11-02	' ACH Debit BANKCARD MTOT DISC CCD POTTAWATTAMIE COUN 528414019718048	245.04
11-02	' ACH Debit BANKCARD MTOT DISC CCD SCOTT COUNTY RECOR 528414019718055	541.79

ELECTRONIC SERVICES SYSTEM
November 30, 2023

Page 8 of 19

Date	Description	Subtractions
11-02	' ACH Debit BANKCARD MTOT DISC CCD ELECTRONIC SERVICE 498895199157512	3,903.36
11-02	' ACH Debit Verichex INC PURCHASE CCD 3434 Electronic S 108477076	2,789.81
11-02	' ACH Debit POS ESS FUNDS DISB CCD POS ESS	11,747.94
11-02	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	61.50
11-02	' ACH Debit IOWA COUNTY RECO FUNDS DISB CCD IOWA COUNTY RECO	137,599.40
11-03	' ACH Debit OASISINVBATCH INVOICE CCD ELECTRONIC SERVICE 24417H04295030	26,336.39
11-03	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	102.50
11-03	' ACH Debit POS ESS FUNDS DISB CCD POS ESS	10,091.47
11-03	' ACH Debit IOWA COUNTY RECO FUNDS DISB CCD IOWA COUNTY RECO	135,619.00
11-06	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	20.50
11-06	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	102.50
11-06	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	123.00
11-06	' ACH Debit POS ESS FUNDS DISB CCD POS ESS	21,351.93
11-06	' ACH Debit IOWA COUNTY RECO FUNDS DISB CCD IOWA COUNTY RECO	122,067.60
11-06	' Electronic Bill Pay QBG159FR AVID COMMUNICATION2084537	209.79
11-06	' Electronic Bill Pay JBF1U9KR BRENDA CLARK HAMIL2084537	1,661.79
11-06	' Electronic Bill Pay TBG159FR LIGHTEDGE SOLUTION2084537	7,052.90
11-06	' Electronic Bill Pay SBG159FR PHIL DUNSHEE-ENTER2084537	15,700.00
11-07	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	164.00
11-07	' ACH Debit POS ESS FUNDS DISB CCD POS ESS	11,899.51
11-07	' ACH Debit IOWA COUNTY RECO FUNDS DISB CCD IOWA COUNTY RECO	103,621.20
11-08	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	61.50

ELECTRONIC SERVICES SYSTEM
November 30, 2023

Page 9 of 19

Date	Description	Subtractions
11-08	' ACH Debit IOWA COUNTY RECO FUNDS DISB CCD IOWA COUNTY RECO	93,747.20
11-08	' ACH Debit POS ESS FUNDS DISB CCD POS ESS	8,331.85
11-08	' Electronic Bill Pay UBV1R9CD JONES COUNTY RECOR2085625	12.80
11-09	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	143.50
11-09	' ACH Debit POS ESS FUNDS DISB CCD POS ESS	10,228.74
11-09	' ACH Debit IOWA COUNTY RECO FUNDS DISB CCD IOWA COUNTY RECO	109,538.00
11-10	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	164.00
11-10	' ACH Debit IOWA COUNTY RECO FUNDS DISB CCD IOWA COUNTY RECO	27.00
11-10	' ACH Debit POS ESS FUNDS DISB CCD POS ESS	13,378.92
11-13	' ACH Debit BANKERS TRUST CO CR CD PMT CCD DUNSHEE 438850XXXXX5199	6,144.91
11-13	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	123.00
11-13	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	143.50
11-13	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	61.50
11-13	' ACH Debit POS ESS FUNDS DISB CCD POS ESS	104.00
11-13	' ACH Debit IOWA COUNTY RECO FUNDS DISB CCD IOWA COUNTY RECO	164,743.20
11-13	' Electronic Bill Pay CBC1O9TE MELISSA BAHNSEN 2087255	218.77
11-13	' Electronic Bill Pay 2BC1O9TE NANCY BOOTEN 2087255	270.51
11-13	' Electronic Bill Pay RBC1O9TE JOLYNN GOODCHILD 2087255	292.13
11-13	' Electronic Bill Pay 1BC1O9TE THE RAFFERTY GROUP2087255	1,000.00
11-13	' Electronic Bill Pay 9BC1O9TE LINDSAY LAUFERSWEI2087255	102.57
11-14	' ACH Debit POS ESS FUNDS DISB CCD POS ESS	11,369.33
11-14	' ACH Debit IOWA COUNTY RECO FUNDS DISB CCD IOWA COUNTY RECO	100,299.40
11-14	' Electronic Bill Pay IBN1F9V4 DALLAS COUNTY RECO2087797	791.40

ELECTRONIC SERVICES SYSTEM
November 30, 2023

Page 10 of 19

Date	Description	Subtractions
11-15	' ACH Debit POS ESS FUNDS DISB CCD POS ESS	14,311.61
11-15	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	20.50
11-15	' ACH Debit IOWA COUNTY RECO FUNDS DISB CCD IOWA COUNTY RECO	146,696.00
11-16	' ACH Debit POS ESS FUNDS DISB CCD POS ESS	10,828.02
11-16	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	41.00
11-16	' ACH Debit IOWA COUNTY RECO FUNDS DISB CCD IOWA COUNTY RECO	120,521.60
11-17	' ACH Debit OASISINVBATCH INVOICE CCD ELECTRONIC SERVICE 24417H04308024	34,278.07
11-17	' ACH Debit IOWA COUNTY RECO FUNDS DISB CCD IOWA COUNTY RECO	130,499.80
11-17	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	184.50
11-17	' ACH Debit POS ESS FUNDS DISB CCD POS ESS	9,441.03
11-17	' Analysis Service Fee NET ACCOUNT ANALYSIS FOR 10/23	495.27
11-20	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	41.00
11-20	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	82.00
11-20	' ACH Debit IOWA COUNTY RECO FUNDS DISB CCD IOWA COUNTY RECO	121,099.40
11-20	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	102.50
11-20	' ACH Debit POS ESS FUNDS DISB CCD POS ESS	15,345.29
11-21	' ACH Debit POS ESS FUNDS DISB CCD POS ESS	9,998.72
11-21	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	41.00
11-21	' ACH Debit IOWA COUNTY RECO FUNDS DISB CCD IOWA COUNTY RECO	109,089.40
11-22	' ACH Debit POS ESS FUNDS DISB CCD POS ESS	9,440.15
11-22	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	61.50
11-22	' ACH Debit IOWA COUNTY RECO FUNDS DISB CCD IOWA COUNTY RECO	111,449.80

ELECTRONIC SERVICES SYSTEM
November 30, 2023

Page 11 of 19

Date	Description	Subtractions
11-24	' ACH Debit BANKCARD DISCOUNT CCD ELECTRONIC SERVICE 528414019714906	0.03
11-27	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	20.50
11-27	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	41.00
11-27	' ACH Debit IOWA COUNTY RECO FUNDS DISB CCD IOWA COUNTY RECO	52.00
11-27	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	102.50
11-27	' ACH Debit POS ESS FUNDS DISB CCD POS ESS	14,559.37
11-27	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	287.00
11-27	' ACH Debit IOWA COUNTY RECO FUNDS DISB CCD IOWA COUNTY RECO	99,448.00
11-28	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	225.50
11-28	' ACH Debit POS ESS FUNDS DISB CCD POS ESS	14,087.87
11-28	' ACH Debit IOWA COUNTY RECO FUNDS DISB CCD IOWA COUNTY RECO	100,976.00
11-29	' ACH Debit POS ESS FUNDS DISB CCD POS ESS	15,421.80
11-29	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	41.00
11-29	' ACH Debit IOWA COUNTY RECO FUNDS DISB CCD IOWA COUNTY RECO	97,232.60
11-29	' Electronic Bill Pay RBU1T9CZ KONICA MINOLTA PRE2093208	335.02
11-30	' ACH Debit OD ESS FUNDS DISB CCD OD ESS	225.50
11-30	' ACH Debit POS ESS FUNDS DISB CCD POS ESS	15,886.59
11-30	' ACH Debit IOWA COUNTY RECO FUNDS DISB CCD IOWA COUNTY RECO	89,741.60

CREDITS

Date	Description	Additions
11-01	' ACH Credit VCI Clear Settlement CCD Electronic Service 3434B0324	92,144.60
11-01	' ACH Credit BANKCARD BTOT DEP CCD ELECTRONIC SERVICE 528414019714906	12,513.74

ELECTRONIC SERVICES SYSTEM
November 30, 2023

Page 12 of 19

Date	Description	Additions
11-01	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	4,828.33
11-01	' ACH Credit CSC CSC Credit PPD Iowa Portal RF	2,830.00
11-02	' ACH Credit VCI Clear Settlement CCD Electronic Service 3434B0324	109,268.80
11-02	' ACH Credit BANKCARD BTOT DEP CCD ELECTRONIC SERVICE 528414019714906	12,100.54
11-02	' ACH Credit ST OF IA-E.F.T. E.F.T. PPD IOWA COUNTY RECORD	3,640.20
11-02	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	2,722.64
11-02	' ACH Credit CSC CSC Credit PPD Iowa Portal RF	1,922.00
11-03	' ACH Credit VCI Clear Settlement CCD Electronic Service 3434B0324	113,775.20
11-03	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 528414019714906	10,394.36
11-03	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	3,571.69
11-03	' ACH Credit CSC CSC Credit PPD Iowa Portal RF	2,155.00
11-06	' ACH Credit VCI Clear Settlement CCD Electronic Service 3434B0324	108,265.80
11-06	' ACH Credit BANKCARD BTOT DEP CCD ELECTRONIC SERVICE 528414019714906	17,214.37
11-06	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	12,667.20
11-06	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	6,215.18
11-06	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 528414019714906	4,778.49
11-06	' ACH Credit CSC CSC Credit PPD Iowa Portal RF	2,441.20

ELECTRONIC SERVICES SYSTEM
November 30, 2023

Page 13 of 19

Date	Description	Additions
11-07	' ACH Credit VCI Clear Settlement CCD Electronic Service 3434B0324	159,317.40
11-07	' ACH Credit BANKCARD BTOT DEP CCD ELECTRONIC SERVICE 528414019714906	12,256.74
11-07	' ACH Credit CSC CSC Credit PPD Iowa Portal RF	2,261.60
11-07	Deposit	602.80
11-07	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	21.12
11-08	' ACH Credit VCI Clear Settlement CCD Electronic Service 3434B0324	133,161.60
11-08	' ACH Credit BANKCARD BTOT DEP CCD ELECTRONIC SERVICE 528414019714906	8,581.99
11-08	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	2,826.60
11-08	' ACH Credit CSC CSC Credit PPD Iowa Portal RF	2,075.00
11-09	' ACH Credit VCI Clear Settlement CCD Electronic Service 3434B0324	124,937.60
11-09	' ACH Credit BANKCARD BTOT DEP CCD ELECTRONIC SERVICE 528414019714906	10,535.80
11-09	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	3,692.94
11-09	' ACH Credit CSC CSC Credit PPD Iowa Portal RF	1,034.00
11-10	' ACH Credit VCI Clear Settlement CCD Electronic Service 3434B0324	120,299.60
11-10	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 528414019714906	13,780.48
11-10	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	7,258.10
11-10	' ACH Credit CSC CSC Credit PPD Iowa Portal RF	1,875.00

ELECTRONIC SERVICES SYSTEM
November 30, 2023

Page 14 of 19

Date	Description	Additions
11-13	' ACH Credit VCI Clear Settlement CCD Electronic Service 3434B0324	102,050.00
11-13	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	9,139.21
11-13	' ACH Credit CSC CSC Credit PPD Iowa Portal RF	1,423.20
11-13	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	337.88
11-13	' ACH Credit BANKCARD BTOT DEP CCD ELECTRONIC SERVICE 528414019714906	107.13
11-14	' ACH Credit VCI Clear Settlement CCD Electronic Service 3434B0324	87,882.00
11-14	' ACH Credit BANKCARD BTOT DEP CCD ELECTRONIC SERVICE 528414019714906	11,710.71
11-14	' ACH Credit CSC CSC Credit PPD Iowa Portal RF	1,423.20
11-14	Deposit	905.76
11-14	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	105.59
11-15	' ACH Credit VCI Clear Settlement CCD Electronic Service 3434B0324	102,285.60
11-15	' ACH Credit BANKCARD BTOT DEP CCD ELECTRONIC SERVICE 528414019714906	14,741.18
11-15	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	6,020.71
11-15	' ACH Credit CSC CSC Credit PPD Iowa Portal RF	3,283.00
11-16	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 528414019714906	11,153.04
11-16	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	4,937.21
11-16	' ACH Credit CSC CSC Credit PPD Iowa Portal RF	1,910.00

ELECTRONIC SERVICES SYSTEM
November 30, 2023

Page 15 of 19

Date	Description	Additions
11-16	' ACH Credit VCI Clear Settlement CCD Electronic Service 3434B0324	30.00
11-17	' ACH Credit VCI Clear Settlement CCD Electronic Service 3434B0324	161,143.00
11-17	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	20,960.46
11-17	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 528414019714906	9,724.42
11-17	' ACH Credit CSC CSC Credit PPD Iowa Portal RF	2,315.00
11-20	' ACH Credit VCI Clear Settlement CCD Electronic Service 3434B0324	96,381.00
11-20	' ACH Credit ST OF IA-E.F.T. E.F.T. PPD IOWA COUNTY RECORD	25,921.06
11-20	' ACH Credit BANKCARD BTOT DEP CCD ELECTRONIC SERVICE 528414019714906	15,316.65
11-20	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	6,700.41
11-20	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	5,016.67
11-20	' ACH Credit CSC CSC Credit PPD Iowa Portal RF	2,742.40
11-20	' ACH Credit BANKCARD BTOT DEP CCD ELECTRONIC SERVICE 528414019714906	489.26
11-21	' ACH Credit VCI Clear Settlement CCD Electronic Service 3434B0324	127,125.80
11-21	' ACH Credit BANKCARD BTOT DEP CCD ELECTRONIC SERVICE 528414019714906	10,298.93
11-21	' ACH Credit ST OF IA-E.F.T. E.F.T. PPD IOWA COUNTY RECORD	2,208.00
11-21	' ACH Credit CSC CSC Credit PPD Iowa Portal RF	2,082.00
11-21	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	21.12

ELECTRONIC SERVICES SYSTEM
November 30, 2023

Page 16 of 19

Date	Description	Additions
11-22	' ACH Credit VCI Clear Settlement CCD Electronic Service 3434B0324	116,431.00
11-22	' ACH Credit BANKCARD BTOT DEP CCD ELECTRONIC SERVICE 528414019714906	9,723.57
11-22	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	7,321.29
11-22	' ACH Credit CSC CSC Credit PPD Iowa Portal RF	1,810.00
11-24	' ACH Credit VCI Clear Settlement CCD Electronic Service 3434B0324	125,617.60
11-24	' ACH Credit BANKCARD BTOT DEP CCD ELECTRONIC SERVICE 528414019714906	13,172.25
11-24	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	8,635.81
11-24	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	4,756.69
11-24	' ACH Credit BANKCARD BTOT DEP CCD ELECTRONIC SERVICE 528414019714906	1,824.15
11-24	' ACH Credit CSC CSC Credit PPD Iowa Portal RF	1,600.00
11-27	' ACH Credit VCI Clear Settlement CCD Electronic Service 3434B0324	115,456.60
11-27	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	63.36
11-28	' ACH Credit VCI Clear Settlement CCD Electronic Service 3434B0324	105,770.60
11-28	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 528414019714906	14,510.86
11-28	' ACH Credit CSC CSC Credit PPD Iowa Portal RF	2,430.00
11-28	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	105.58

ELECTRONIC SERVICES SYSTEM
November 30, 2023

Page 17 of 19

Date	Description	Additions
11-29	' ACH Credit VCI Clear Settlement CCD Electronic Service 3434B0324	104,335.00
11-29	' ACH Credit BANKCARD BTOT DEP CCD ELECTRONIC SERVICE 528414019714906	15,884.74
11-29	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	3,267.29
11-29	' ACH Credit CSC CSC Credit PPD Iowa Portal RF	2,215.00
11-30	' ACH Credit BANKCARD BTOT DEP CCD ELECTRONIC SERVICE 528414019714906	16,363.38
11-30	' ACH Credit ST OF IA-E.F.T. E.F.T. PPD IOWA COUNTY RECORD	10,000.00
11-30	' ACH Credit BANKCARD MTOT DEP CCD ELECTRONIC SERVICE 498895199157512	6,162.09
11-30	' ACH Credit CSC CSC Credit PPD Iowa Portal RF	2,170.00
11-30	' ACH Credit VCI Clear Settlement CCD Electronic Service 3434B0324	55.00

DAILY BALANCES

Date	Amount	Date	Amount	Date	Amount
10-31	1,250,223.04	11-10	1,328,825.18	11-22	1,182,270.26
11-01	1,167,537.85	11-13	1,268,678.51	11-24	1,337,876.73
11-02	1,134,585.91	11-14	1,258,245.64	11-27	1,338,886.32
11-03	1,092,332.80	11-15	1,223,548.02	11-28	1,346,413.99
11-06	1,075,625.03	11-16	1,110,187.65	11-29	1,359,085.60
11-07	1,134,399.98	11-17	1,129,431.86	11-30	1,287,982.38
11-08	1,178,891.82	11-20	1,145,329.12		
11-09	1,199,181.92	11-21	1,167,935.85		

Thank you for banking with Bankers Trust Company

2:04 PM

12/05/23

Electronic Services System
Reconciliation Summary
DRAWDOWN, Period Ending 11/30/2023

	<u>Nov 30, 23</u>
Beginning Balance	68,543.60
Cleared Transactions	
Charges and Cash Advances - 1 item	-2,170.00
Payments and Credits - 136 items	<u>2,199.40</u>
Total Cleared Transactions	<u>29.40</u>
Cleared Balance	<u><u>68,514.20</u></u>
Uncleared Transactions	
Charges and Cash Advances - 1 item	<u>-10,000.00</u>
Total Uncleared Transactions	<u>-10,000.00</u>
Register Balance as of 11/30/2023	<u><u>78,514.20</u></u>
New Transactions	
Charges and Cash Advances - 1 item	-2,315.00
Payments and Credits - 103 items	<u>2,215.00</u>
Total New Transactions	<u>-100.00</u>
Ending Balance	<u><u>78,614.20</u></u>

2:19 PM

12/05/23

Electronic Services System
Reconciliation Summary
107000 - BT-Settlement, Period Ending 11/30/2023

	<u>Nov 30, 23</u>
Beginning Balance	1,359,085.60
Cleared Transactions	
Checks and Payments - 3 items	-105,853.69
Deposits and Credits - 584 items	34,750.47
	<u>-71,103.22</u>
Total Cleared Transactions	
Cleared Balance	<u><u>1,287,982.38</u></u>
Uncleared Transactions	
Checks and Payments - 10 items	-26,328.65
Deposits and Credits - 1478 items	403,769.61
	<u>377,440.96</u>
Total Uncleared Transactions	
Register Balance as of 11/30/2023	<u><u>1,665,423.34</u></u>
New Transactions	
Checks and Payments - 10 items	-425,977.65
Deposits and Credits - 1038 items	216,550.48
	<u>-209,427.17</u>
Total New Transactions	
Ending Balance	<u><u>1,455,996.17</u></u>

Electronic Services System

Profit & Loss

November 2023

	Nov 23
Ordinary Income/Expense	
Income	
BudgetedIncome	
42000 · POSSERVICEFEE	7,280.41
42500 · ODSERVICEFEE	107.66
43000 · SERVICEFEE	
43100 · ACH	58,812.00
43200 · CC	7,952.12
43300 · DRAWDOWN	7,587.00
43000 · SERVICEFEE - Other	-23.05
Total 43000 · SERVICEFEE	74,328.07
44000 · MOU Services	
44100 · Policy	826.00
44200 · Communications	34.76
Total 44000 · MOU Services	860.76
47000 · Fund 255 Reimbursement	25,921.06
Total BudgetedIncome	108,497.96
49000 · RevolvingIncome	
49300 · ERECORDING	
49100 · AUDITORFEE	34,980.00
49200 · TRANSFERTAX	1,656,728.00
49300 · ERECORDING - Other	563,253.65
Total 49300 · ERECORDING	2,254,961.65
49600 · POSPAYMENT	242,956.09
49700 · ODPAYMENT	2,870.00
49900 · Misc. Revolving Income	790.40
Total 49000 · RevolvingIncome	2,501,578.14
Total Income	2,610,076.10
Gross Profit	2,610,076.10
Expense	
Budgeted Expenses	
Administration	
Accounting Software-Services	158.00
60300 · Bookkeeping-CPA-990	7,022.68
60500 · Professional Fees	
Project Manager	12,400.00
60510 · Legal	2,250.00
60520 · Government Relations	1,000.00
60530 · Human Resources-Oasis	1,059.06
Total 60500 · Professional Fees	16,709.06
60700 · Ess Meetings	1,129.21
60800 · Office Operations	
60810 · Office Space Lease	3,050.00
60860 · Telephone	209.79
60865 · Internet	250.00
60870 · Office Tech Support	731.59
60880 · Printing and Copying (Color-BW)	335.02
Total 60800 · Office Operations	4,576.40
Total Administration	29,595.35
Payment Expenses	
66100 · Bank Account Analysis Fee	495.27
66300 · Gateway Transaction Fees	
66315 · ProfSolOnlineTransFees	3,903.36

Electronic Services System

Profit & Loss

November 2023

	Nov 23
66310 · Vericheck OnlineTransactionFees	2,789.81
66320 · POSTransactionsFees	6,504.14
Total 66300 · Gateway Transaction Fees	13,197.31
Total Payment Expenses	13,692.58
61000 · Marketing-Communications	
61200 · Administrative/Marketing Coord	5,577.53
61300 · Education and Outreach	
61310 · ILR Annual Conference	1,661.79
61350 · Conferences & Meetings	71.40
61370 · Software & Hosted Services	1,539.29
Total 61300 · Education and Outreach	3,272.48
Total 61000 · Marketing-Communications	8,850.01
62000 · Customer Support	
62100 · Account Manager	8,217.07
62130 · Customer Support Coordinator	2,662.67
Total 62000 · Customer Support	10,879.74
63000 · Policy Coordination	
63100 · Policy Coordinator	5,968.59
Total 63000 · Policy Coordination	5,968.59
64000 · ILR System Operations	
Software License-Maintenance	
64319 · AWS	881.84
64326 · Atlassian	40.66
64327 · ZOOM	10.00
64328 · Microsoft	112.50
Total Software License-Maintenance	1,045.00
64100 · Development Team	
64110 · Technical Lead	11,420.39
64120 · Senior Developer	8,560.20
64130 · Technical Support & Development	10,126.27
Total 64100 · Development Team	30,106.86
64200 · External Development & Services	
64240 · Data Center & Hosting Services	3,052.90
Total 64200 · External Development & Services	3,052.90
Total 64000 · ILR System Operations	34,204.76
Total Budgeted Expenses	103,191.03
Planned Reserve Expenses	4,000.00
70000 · RevolvingExpenses	
ESSPayments	
70100 · COUNTYDISTRIBUTION	2,255,730.00
70200 · POSDISTRIBUTION	253,673.25
70300 · ODDISTRIBUTION	2,870.00
Total ESSPayments	2,512,273.25
Total 70000 · RevolvingExpenses	2,512,273.25
Total Expense	2,619,464.28
Net Ordinary Income	-9,388.18
Net Income	-9,388.18

Electronic Services System

Balance Sheet

As of November 30, 2023

	Nov 30, 23
ASSETS	
Current Assets	
Checking/Savings	
107000 · BT-Settlement	
107100 · Unrestricted Reserve Account	38,399.40
107200 · Software Dev & Equip Maint Rsrv	406,270.52
107300 · Redaction Reserve	53,875.79
107400 · Restricted Operating Reserve	100,000.00
107000 · BT-Settlement - Other	1,067,693.03
Total 107000 · BT-Settlement	1,666,238.74
10800 · BOA-Settlement	-41.32
Total Checking/Savings	1,666,197.42
Accounts Receivable	
12000 · Accounts Receivable	851.46
Total Accounts Receivable	851.46
Other Current Assets	
13000 · Due from State	103,446.16
14000 · Prepaid Expenses	155,817.97
Total Other Current Assets	259,264.13
Total Current Assets	1,926,313.01
Fixed Assets	
Computer Equipment	718,246.95
17001 · Developed Software	633,302.00
17900 · Asset in Process	200,910.01
18000 · Accumulated Depreciation	-1,072,079.02
Total Fixed Assets	480,379.94
TOTAL ASSETS	2,406,692.95
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	-16,909.79
Total Accounts Payable	-16,909.79
Credit Cards	
21100 · BT Credit Card	3,961.22
Total Credit Cards	3,961.22
Other Current Liabilities	
DRAWDOWN	78,514.20
22000 · Accrued Compensation	35,257.21
22500 · Deferred Revenues	138,702.28
Total Other Current Liabilities	252,473.69
Total Current Liabilities	239,525.12
Total Liabilities	239,525.12
Equity	
30000 · Opening Balance Equity	1,697,816.47
Net Income	469,351.36
Total Equity	2,167,167.83
TOTAL LIABILITIES & EQUITY	2,406,692.95



PHIL DUNSHEE
ELECTRONIC SERVICES SYS
Account Number:
Page 1 of 3



Account Summary

Billing Cycle		11/30/2023
Days In Billing Cycle		30
Previous Balance		\$6,144.91
Purchases	+	\$3,961.22
Cash	+	\$0.00
Balance Transfers	+	\$0.00
Special	+	\$0.00
Credits	-	\$0.00
Payments	-	\$6,144.91
Other Charges	+	\$0.00
Finance Charges	+	\$0.00

NEW BALANCE **\$3,961.22**

Credit Summary

Total Credit Line	\$35,000.00
Available Credit Line	\$31,038.78
Available Cash	\$0.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Account Inquiries

Call us at: (800) 221-5920
Lost or Stolen Card: (866) 839-3485

Go to www.ezcardinfo.com

Write us at PO BOX 1991, DES MOINES, IA
50305-1991

Payment Summary

NEW BALANCE **\$3,961.22**

MINIMUM PAYMENT **\$0.00**

PAYMENT DUE DATE **12/26/2023**

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Important Information About Your Account

IT IS NOT NECESSARY TO MAIL YOUR PAYMENT. YOUR ACCOUNT WILL BE AUTOMATICALLY PAID THROUGH A DIRECT DEBIT OF YOUR CHECKING OR SAVINGS ACCOUNT ON 12/10/23 PER YOUR AGREEMENT WITH US. THE DEBIT AMOUNT THIS MONTH IS \$3961.22

Cardholder Account Summary

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
11/01	11/02	PPLN10	24492153305713996839777	LOOPUP 203-617-3173 CA	\$5.32
11/03	11/03	PPLN10	24692163307105357709472	Amazon web services aws.amazon.co WA	\$881.84
11/03	11/05	PPLN10	24492153307743388304146	ADOBE INC. 408-536-6000 CA	\$58.29
11/03	11/05	PPLN10	24801973307872160501400	BUSINESS PUBLICATIONS CO 515-244-9470 IA	\$135.22
11/05	11/06	PPLN10	24011343309000043984821	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	\$10.00
11/06	11/07	PPLN10	24333223310200000604840	ANKENY AREA CHAMBER OF C 515-964-0685 IA	\$36.40
11/08	11/09	PPLN10	24801973312286088400228	PALMERS DELI& MARKET.COM URBANDALE IA	\$230.26
11/09	11/10	PPLN10	24943003314838000368173	DUNKIN #356645 JOHNSTON IA	\$14.97

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

BANKERS TRUST COMPANY
PO BOX 1991
DES MOINES IA 50305-1991



Account Number

Check box to indicate
name/address change
on back of this coupon ☐

AMOUNT OF PAYMENT ENCLOSED

Closing Date

11/30/23

New Balance

\$3,961.22

Total Minimum
Payment Due

\$0.00

Payment Due Date

12/26/23

\$

PHIL DUNSHEE
ELECTRONIC SERVICES SYS
8711 WINDSOR PARKWAY
SUITE 2
JOHNSTON IA 50131

MAKE CHECK PAYABLE TO:



BANKERS TRUST COMPANY
PO BOX 1991
DES MOINES IA 50305-1991

Cardholder Account Summary Continued									
Trans Date	Post Date	Plan Name	Reference Number	Description				Amount	
11/10	11/10		7438891331311111111111	AUTO PMT FROM ACCT 2347313596				\$6,144.91-	
11/11	11/12	PPLN10	24011343315000018891189	ATLASSIAN HTTPSWWW.ATLA.CA				\$19.26	
11/13	11/14	PPLN10	24430993317400810030771	MSFT *EC500PUDTF MSBILL.INFO WA				\$112.50	
11/14	11/16	PPLN10	24228993319017019908880	GREATER DESMOINES PART 515-286-4950 IA				\$35.00	
11/16	11/17	PPLN10	24692163320106334873954	KMBS US COLLECTIONS 201-825-4000 NJ				\$731.59	
11/21	11/22	PPLN10	24692163325100400430562	INTUIT *QuickBooks CLINTUIT.COM CA				\$116.00	
11/22	11/23	PPLN10	24492153326715718421698	LCOPLF LLC 186-692-7008 CA				\$30.17	
11/23	11/23	PPLN10	24011343327000014696006	ATLASSIAN HTTPSWWW.ATLA.CA				\$21.40	
11/23	11/24	PPLN10	24692163327102456450047	MAILCHIMP *MISC MAILCHIMP.CCM GA				\$527.00	
11/26	11/27	PPLN10	24055233330207677901731	RIGHT NETWORKS 603-324-0400 NH				\$42.00	
11/28	11/29	FPLN1C	24906413332188148878095	SMK* SURVEYMONKEY.COM 971-2311154 CA				\$554.00	
Finance Charge Summary / Plan Level Information									
Plan Name	Plan Description	FCM ¹	Average Daily Balance	Periodic Rate *	Corresponding APR	Finance Charges	Effective APR Fees **	Effective APR	Ending Balance
Purchases									
FPLN10 001	PURCHASE	G	\$0.00	1.24166%(M)	14.9000%	\$0.00	\$0.00	0.0000%	\$3,961.22
Cash									
CPLN06 001	CASH	A	\$0.00	1.49166%(M)	17.9000%	\$0.00	\$0.00	0.0000%	\$0.00
* Periodic Rate (M)=Monthly (D)=Daily							Days In Billing Cycle: 30		
** includes cash advance and foreign currency fees							APR = Annual Percentage Rate		
¹ FCM = Finance Charge Method									
(V) = Variable Rate. If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.									

8:49 AM

12/05/23

Electronic Services System
Reconciliation Summary
21100 - BT Credit Card, Period Ending 11/30/2023

	<u>Nov 30, 23</u>
Beginning Balance	6,144.91
Cleared Transactions	
Charges and Cash Advances - 21 items	-3,961.22
Payments and Credits - 1 item	6,144.91
	<u>2,183.69</u>
Total Cleared Transactions	
Cleared Balance	<u>3,961.22</u>
Register Balance as of 11/30/2023	<u>3,961.22</u>
New Transactions	
Charges and Cash Advances - 1 item	-731.59
	<u>-731.59</u>
Total New Transactions	
Ending Balance	<u>4,692.81</u>

Local Government Electronic Transaction Fund (0255)

11/01/2023-11/30/2023

Beginning Balance	\$ 162,974.28
Plus Receipts	\$ 42,868.58
Less Disbursements	\$ (25,921.06)
Ending Balance	<u>\$ 179,921.80</u>

RECEIPTS

Recorder Fees Received	17-Nov	42,228.99
Interest September	20-Nov	<u>639.59</u>

Total Receipts	42,868.58
----------------	-----------

DISBURSEMENTS

	Invoice #	Date Paid	Amt Paid
Iowa County Recorders	Fund255-Nov	11/15/2023	25,921.06

Total Disbursements	<u>(25,921.06)</u>
---------------------	--------------------

4:21 PM

12/08/23

Iowa Land Records - Fund 255
Reconciliation Summary
State Treasurer, Period Ending 11/30/2023

	<u>Nov 30, 23</u>
Beginning Balance	162,974.28
Cleared Transactions	
Checks and Payments - 1 item	-25,921.06
Deposits and Credits - 1 item	42,868.58
	<u>16,947.52</u>
Total Cleared Transactions	
Cleared Balance	<u><u>179,921.80</u></u>
Register Balance as of 11/30/2023	179,921.80
Ending Balance	179,921.80

Iowa Land Records - Fund 255
Profit & Loss
November 2023

	Nov 23
Ordinary Income/Expense	
Income	
E-Recording Fee	42,228.99
Interest	639.59
Total Income	42,868.58
Expense	
ESS Expense Reimbursement	25,921.06
Total Expense	25,921.06
Net Ordinary Income	16,947.52
Net Income	16,947.52

4:30 PM

12/08/23

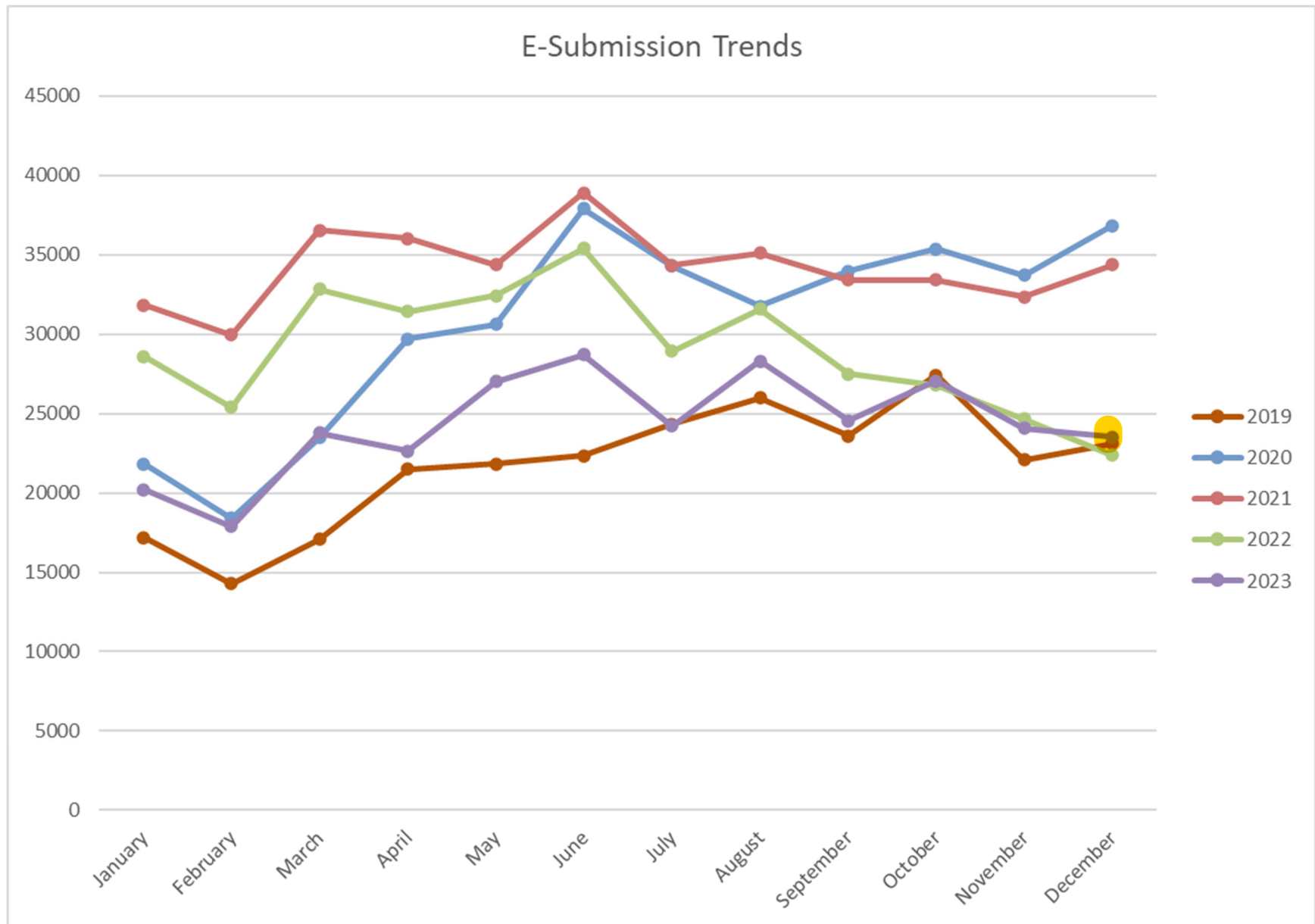
Accrual Basis

Iowa Land Records - Fund 255

Balance Sheet

As of November 30, 2023

	Nov 30, 23
ASSETS	
Current Assets	
Checking/Savings	
State Treasurer	179,921.80
Total Checking/Savings	179,921.80
Total Current Assets	179,921.80
TOTAL ASSETS	179,921.80
LIABILITIES & EQUITY	
Equity	
Retained Earnings	114,806.70
Net Income	65,115.10
Total Equity	179,921.80
TOTAL LIABILITIES & EQUITY	179,921.80



BUDGETED INCOME AND EXPENSES

CY 2023

Preliminary
2023 Final

Income

Bad Payment Fee		50.00
Misc. Income		1249.01
Event Income	ILR Conferences Registration	6800.00
	Sponsorships	0.00
ODSERVICEFEE		690.33
POSSERVICEFEE		113679.69
ERECORDING SERVICEFEE		
	ACH	
	CC	
	DRAWDOWN	
Total SERVICEFEE		917283.60
MOU Services		
	Policy	25723.01
	Communications	2073.08
	Events	0.00
Expense Reimbursement - 255		549919.91
Local Service Provider Maint.	Cost Sharing Credit	-168940.86
	Local Maintenance Share	302319.59
		1750847.36

Expense

Administration

Annual Audits	8350.00
Accounting Software-Services	6115.14
Bookkeeping-CPA-990	89437.23
	Acct Computer Equip. 7173.88
Professional Fees	
	Legal Fees 27000.00
	Government Relations 20000.00
	Human Resources-Oasis 13481.95
	Project Manager 146875.00
Insurance	45802.00
ESS Meetings	4617.47
Office Operations	
	Office Space Lease 36500.00
	Office Supplies 493.88
	Official Publication Expense 458.04
	Postage 22.51
	Teleconference 423.05
	Telephone 3814.38
	Internet 2750.00
	Office Tech Support 10770.50
	Printing and Copying (Color-BW) 4480.63
	Miscellaneous Expenses 248.46

Total Administration

BUDGETED INCOME AND EXPENSES

CY 2023

		Preliminary 2023 Final
Marketing-Communications		
	Marketing Director	76838.69
	Administrative/Marketing Support	0.00
	Computing Equipment	0.00
	Education & Outreach	
	ILR Conferences	5795.13
	Tradeshows/Exhibits/Sponsorship	100.54
	Seminars & Workshops	0.00
	Memberships	825.00
	Conferences and Meetings	5082.45
	Campaigns	62.63
	Software, Equipment and Hosted	9030.67
	Marketing Supplies	0.00
	Promotional Expenses	0.00
Total Marketing-Communications		
Customer Support		
	Account Manager	103714.02
	Coordinator	37795.70
	Computing Equipment	0.00
	Professional Development	0.00
Total Customer Support		
Policy Coordination		
	Policy Coordinator	80862.63
	Computing Equipment	0.00
	Professional Development	0.00
Total Policy Coordination		
ILR System Operations		
	Development Team	
	Technical Lead	158880.92
	Senior Developer	119411.20
	Technical Support & Development	124723.41
	Developer	0.00
	Professional Development	0.00
	External Development & Services	
	FF Redaction Services	51357.78
	BF Redaction Services	0.00
	Software Development Services	0.00
	Technical Consulting	0.00
	Data Center & Hosting Services	36634.80
	Domain Registration	71.90

BUDGETED INCOME AND EXPENSES

CY 2023

		Preliminary 2023 Final
Software-License-Maintenance		
	Accusoft-PRIZM	0.00
	AWS	9607.16
	Browser Stack	372.36
	Certificates - Digicert	297.00
	Cisco URL/Malware	0.00
	City-State-Zip	0.00
	DB2	9484.42
	Duo-Security	30.00
	FTP	1123.12
	GEO-IP	0.00
	JetBrains	1868.00
	JIRA	2029.34
	Nessus	3575.00
	Security Monitoring (formerly Ali€	0.00
	Server Support	0.00
	Slack	851.65
	SmartNet - firewall	0.00
	SUSE	0.00
	VMWare	0.00
	VPN (Anyconnect)	0.00
	Zoom	959.90
	Microsoft	1411.72
	LoopUp	61.51
Computing and Equipment (Cap.)		
	Developer Equipment	0.00
	System Equipment	21965.17
	Local CC Equipment	0.00
Total ILR System Operations		
Local Maint. Expense		297597.29
Payment Expenses		
	Bank Account Analysis Fee	7029.44
	Bank Service Charges	0.00
	Gateway Transaction Fees	
	OnlineTransactionFees - PS	52463.18
	OnlineTransactionFees - Verichecl	31108.65
	POSTransactionsFees	89596.13
	Total Gateway Transaction Fees	
Total Payment Expenses		1771432.63
		-20585.27

LIGHTEGE



SERVICE ORDER

DOCUMENT INFORMATION

Customer Name	Electronic Services System dba Iowa Land Records
Customer ID	42264
SO Number	20534 v4
Quote Expiration	01-05-2024

LIGHTEGE CONTACT

Presented By	Jeff Short
Email Address	jshort@lightedge.com
Address	LightEdge Solutions 909 Locust, Suite 301 Des Moines, IA 50309

CUSTOMER INFORMATION

Contact Name	Phil Dunshee
Contact Title	Project Manager
Contact Phone	(515) 491-8939
Contact Email	phil@clris.com
Address	8711 Windsor Parkway, Suite 2 Johnston, IA 50131

CUSTOMER INFORMATION

Contact Name	Kelly Wallace
Contact Title	Technical Lead
Contact Phone	(515) 491-8939
Contact Email	kwallace@clris.com
Address	8711 Windsor Parkway, Suite 2 Johnston, IA 50131

New Services

QTY	DESCRIPTION	USAGE RATE	MRC(UNIT)	MRC
1435 Northridge Cr NE Altoona, IA 50009				
Internet - (36 Month Term)				Q035542
+250	Burstable Internet Cap - Mb	-	\$0.00	\$0.00
+200	Burstable Internet Monthly - Mb	-	\$6.75	\$1,350.00
	Burstable Internet Usage/Overage	\$13.50	-	-
	Subtotal:			\$1,350.00
1435 Northridge Cr NE Altoona, IA 50009				
Managed Firewalls - (36 Month Term)				Q035541
+6	Standard Account Monthly	-	\$20.00	\$120.00
	LightEdge managed authentication with DUO MFA functionality, per user			
	Standard Account Usage/Overage	\$40.00	-	-
+1	Redundant Data Center Physical Firewall (Extra Small) Monthly	-	\$530.00	\$530.00
	Pair of FortiGate-60F appliances deployed in high availability mode, for compliant data center use cases, supports 0 - 250 megabits of traffic, includes UTM Protection, FortiCloud Analysis, 1 year log retention			
	Subtotal:			\$650.00
1435 Northridge Cr NE Altoona, IA 50009				
Managed Services - (36 Month Term)				Q035514
0	Implementation Services (Migration) Recurring Fee	-	\$0.00	\$0.00
	Subtotal:			\$0.00
1435 Northridge Cr NE Altoona, IA 50009				
Private Cloud Data Protection - (36 Month Term)				Q035445
+40	Backup Client (per protected server) Monthly	-	\$15.00	\$600.00
	Backup Client (per protected server) Overage	\$22.50	-	-
+18750	Backup Storage - Standard (per GB) Monthly - Gb	-	\$0.025	\$468.75
	Base backup storage and extended archival copies of existing base backups, custom daily/weekly/monthly/yearly retention			
	Backup Storage - Standard (per GB) Overage	\$0.0375	-	-
	Subtotal:			\$1,068.75
1435 Northridge Cr NE Altoona, IA 50009				
Virtual Private Cloud (vpc) - (36 Month Term)				Q035444
+330	VMware Standard (per GB) Monthly - Gb	-	\$3.50	\$1,155.00
	Hypervisor licensing & management			
	VMware Standard (per GB) Overage	\$5.25	-	-

LIGHTEDGE

SERVICE ORDER

+18750	Storage - Performance (Flash-based, Virtual SAN) Monthly - Gb	-	\$0.08	\$1,500.00
	Flash-based virtual SAN, best effort performance, per GiB provisioned			
	Storage - Performance (Flash-based, Virtual SAN) Overage	\$0.12	-	-
+330	Compute & Memory (per GB RAM) Monthly - Gb	-	\$4.00	\$1,320.00
	Delivered as resource pool, each 1GB RAM includes 0.25 vCPU			
	Compute & Memory (per GB RAM) Overage	\$6.00	-	-
	Subtotal:			\$3,975.00
7000-B Burleson Road Suite 400 Austin, TX 78744				
Private Cloud Data Protection - (36 Month Term)				Q035446
+18750	Backup Storage - Compliant (per GB) Monthly - Gb	-	\$0.05	\$937.50
	Extended archival copies of existing backups stored on Standard, ransomware protected, custom daily/weekly/monthly/yearly retention			
	Backup Storage - Compliant (per GB) Overage	\$0.075	-	-
	Subtotal:			\$937.50
NEW SERVICES TOTAL				\$7,981.25

One-time Fees

QTY	DESCRIPTION	NRC(UNIT)	NRC
+30	Implementation Services (Migration) One-Time Fee	\$0.00	\$0.00
ONE-TIME TOTAL			\$0.00

TOTALS	NRC	MRC
New Services		\$7,981.25
Total Service Charges	\$0.00	\$7,981.25

LIGHTEDGE



SERVICE ORDER

DOCUMENT INFORMATION

Customer Name	Electronic Services System dba Iowa Land Records
Customer ID	42264
SO Number	20534 v4

LIGHTEDGE CONTACT

Presented By	Jeff Short
Email Address	jshort@lightedge.com

This Quotation is valid for 30 days from the date listed above and is subject to a mutually accepted service agreement. Pricing is not considered in effect or valid until countersigned by LightEdge Solutions management. This Quotation has been customized for your business. It should be held as confidential and not shared with other businesses or competitors.

The present Service Order is subject to, governed by, and forms a part of, (i) the Master Services Agreement entered into between Customer and LightEdge or, if no such agreement has been executed, (ii) the General Terms and Conditions available at: <http://www.lightedge.com/legal> (either of the above, the "Agreement"). Capitalized terms used therein but not defined shall have the meanings set out in the Agreement.

Amendment to the Agreement. The terms "Purchase Agreement", if any, as well as each reference to "Purchase Agreement(s)", if any, in the Agreement are hereby deleted and replaced with "Service Order(s)". Such clerical change is solely limited to the term Purchase Agreement and will not amend all other terms and provisions of the Agreement, which will remain in full force and effect.

ADDITIONAL TERMS and CONDITIONS

True Down. Customer shall have the right, during the first ninety (90) days following the date upon which the Services described above have been made available to Customer, to reduce its Quantity of Services described above by no more than twenty-five percent (25%) of the total MRC of this Service Order, without penalty, by sending an email to terminations@lightedge.com.

Early Termination Without Cause. Customer shall have the right, during the first ninety (90) days following the date upon which the New Services described above have been made available to Customer, to cancel such New Services (up to the quantities described above) without penalty by sending a notice to terminations@lightedge.com ("Cancellation Right"). Customer's Cancellation Right does not apply to NRC(s)/ One-Time Fees, if any.

Upon completion of implementation of the present Service Order, the following services will no longer be available to Customer:

- +2 "Power Circuit – Redundant A +B (120b/20A) Monthly" for an MRC of \$818.90,
- +1 "Port Services – LAN, Cooper GigE- Edge Monthly" for an MRC of \$35.00, and
- +1 "Rack Space – Full Rack (DC1-48U 24 inch width) Monthly" for an MRC of \$850.

Electronic Services System dba Iowa Land Records

DocuSigned by:

470092EE0DEF4F2...

Signature

Phil Dunshee

Name

Project Manager

Title

12/13/2023 | 2:10:14 PM PST

Date

LightEdge Solutions, LLC

DocuSigned by:

B6B76DBD9A67444...

Signature

Jim Masterson

Name

ceo

Title

12/14/2023 | 9:02:27 AM PST

Date

**Proposal For:**

Phil Dunshee
Electronic Services System
8711 Windsor Pkwy
Johnston, IA 50131

Prepared By:

Lauren Sharon
Iowa Solutions, Inc.
1620 NW 114th St
Clive, IA 50325

Service & Support - 2023 v.3

Prepared Thursday, December 14, 2023

One Time Items**1 Switchover Labor**

Price	Qty	Extended
\$165.00	9	\$1,485.00

- Obtain login information to Fortinet
- Obtain both O365 Tenant Global Admin accounts
- Obtain Domain account access for both domains
- Obtain DNS account access for both domains
- Uninstall existing management agents
- Install management agents on PC's, MAC's and cloud consoles
- Complete Site Profile Documentation
- Gather copy of previous invoice with Lumen to update our Site Profile with information

2 Local Travel Charge

\$35.00	2	\$70.00
---------	---	---------

Recurring Items**3 Managed Labor**

\$165.00	1	\$165.00
----------	---	----------

Proposal includes up to 01 hour per month of labor services. Labor can be utilized for any technology service needed or requested locally and remotely, or for assisting with hardware & software procurement during normal business hours. Any onsite visit will include a flat rate travel charge of \$35.

4 Managed Devices - Essentials Package (2023)

\$20.00	6	\$120.00
---------	---	----------

Keep your network safe by ensuring that all devices are protected and up to date.

- PC/MAC Performance Monitoring
- Disk Health Check

- Patching – Windows and Mac
- Patching - Common 3rd Party Applications
- Standard Antivirus
- Hardened Baseline Configuration
- Inventory Reporting
- Best Practices - Human Assessment(s)
- Monitor and Manage Drive Encryption
- NGAV (Next Generation Antivirus)
- Technology Review(s)
- (EDR) Endpoint Detection & Response
- SIEM Log Alerts (PC, Mac, Firewall, and O365)
- 24/7 MDR (Managed Detection & Response)
- Threat Intelligence Hunting

5 **Proofpoint Email Threat Protection Advanced**

\$5.00 9 \$45.00

Includes inbound and outbound email filtering, data loss prevention filters, Attachment Defense Reputation Service, URL Defense, One-Click Message Pull, 30 days of Emergency Inbox and Instant Replay.

o Includes Business Package features and Full Attachment Sandboxing, Email Warning Tags, Email Encryption and Social Media Protection.

Optional - Professional = \$7.00

o Includes Advanced Package features and email archiving (10-Year).

*Any initial seeding or importing of existing archive mail is completed via a ticket with Ingram Micro, free of charge but w/ associated hourly labor charges.

6 **Microsoft 365 Backup**

\$5.00 9 \$45.00

Ensure that no matter where you're storing your data, you always have it backed up.

- Provides backups for Email, Teams, SharePoint and OneDrive (excludes APPs/Add-ons)
- Includes FOREVER incremental backups taken six times per day (7YR Retention)
- Microsoft's responsibility is stated "ensure that the service is operation and data is accessible"
- So, the bottom line is, you are responsible for your organization's data

safety

*Excludes nominal charge from Microsoft for Teams Chat backups via Microsoft Teams Export API. Approximate cost is \$0.00075 per message exported (one-time). Basically \$0.75 per month for every 1000 messages. Teams POSTS are backed up with the above service but as of this writing Microsoft does not allow the backup of individual CHATS. The POSTS are basically chats that occur on Teams channels.

One Time Items: \$1,555.00

Recurring Items: \$375.00

Sales Tax: \$0.00

Total: \$1,930.00

Acceptance: Proposal valid for 30 days. To proceed, please call Lauren at (319) 734-5114, send an email to lauren@iowasolutions.com, or sign below and return. After Saturday, January 13, 2024, please contact us for updated pricing.

Notes: The initial agreement is for a period of 1 year. Thereafter, the agreement will automatically renew on a monthly basis. Invoices are generated monthly and all recurring services are invoiced in advance. All payments are due within 30 days.

Acceptance Signature



Date 12/15/23

AMENDMENT 5 - MEMORANDUM OF UNDERSTANDING

The Memorandum of Understanding ("MOU") adopted on February 1, 2017, as amended on July 1, 2019, November 9, 2021, and November 10, 2022, and November 9, 2023 by Enterprise Iowa Inc. ("EI") and the Electronic Services System ("ESS") is further amended as follows. EI and ESS are collectively referred to as the "Parties."

ADDENDUM – Information Technology Support Services

Amendment Number 4 to the MOU between ESS and Enterprise Iowa referenced several steps that had been completed to assure that ESS would be positioned to operate independently. It was noted that ESS had established a separate service agreement for information technology support services and that the agreement was "month-to-month." This meant that ESS could establish a new support agreement with another vendor at any time.

Additionally, it was noted that the ESS team had issued an RFI for information technology services to identify alternative services to support and maintain ESS computing devices and to support the operation of the ESS Office 365 and SharePoint system. The RFI process is now complete, and a recommendation for ongoing ESS information technology support services has been made. The services would support ESS personal computing devices and the Office 365 software.

In October 2023 the ESS team issued an RFI for office space to several commercial office brokers in the Des Moines area. Responses and information about alternative office space arrangements are currently being reviewed. As currently configured, the firewall and wireless access point in the offices provided by Enterprise Iowa are a part of the office fixtures and maintained by the company. To the extent that any selected IT service provider assists with the maintenance of the firewall and wireless access point, such maintenance should continue to be the responsibility of Enterprise Iowa. For this reason, it is proposed that with respect to the provisions in the MOU relating to Office Transition, the language be modified to clarify this matter. The following revision is proposed.

Office Transition

All steps necessary to facilitate the transition of ESS operations to alternative office facilities have been completed. ESS and Enterprise Iowa mutually agree to provide the other with notice which is not less than 90 days prior to any change in office location or arrangements. Reimbursement for expenses associated with office facilities shall be provided to Enterprise Iowa as provided in the Contract Terms and Conditions between ESS and Enterprise Iowa. Enterprise Iowa will be financially responsible for providing the firewall, switch and wireless access infrastructure and any support services required for that infrastructure.

The Parties hereto have caused this amendment to the MOU to be executed as of the date set forth below.

APPROVED BY: Electronic Services System

By: Nancy Booten
Date: December 12, 2023
Title: ESS Chair

APPROVED BY: Enterprise Iowa

By: Phil Dunshee
Date: December 12, 2023
Title: President

Iowa Recording Fee and Business Process Modernization Project

Project Charter Sponsor: ICRA Executive Board

Project Purpose: To develop recommendations and options for updating recording fees and to consider changes to the recording process that would be of benefit to recorders, customers, and stakeholders. Changes in recording fees would be for the purpose of sustaining recording services in county offices, to provide sustainable resources for the operation of the Iowa Land Records system, and to carry out possible special purpose projects in collaboration with key stakeholders.

Timeframe: Begin planning process following the Thanksgiving holiday and through August 2024. Advance recommendations for consideration to policy makers for consideration in the 2025 legislative session.

State Level Stakeholders: Iowa State Bar Association, Iowa Bankers Association, Community Bankers of Iowa, Iowa Mortgage Association, Iowa Credit Union League, Iowa Realtors Association, Society of Land Surveyors of Iowa, Iowa Land Title Association, Iowa Title Guaranty, IEDA and the State of Iowa, Iowa Journalists and Media, Taxpayer Advocacy Groups and the ESS Coordinating Committee itself.

Local Stakeholders: Recording Customers, Local Affiliates of the State Level Stakeholders, Other Customers, Locally Elected State Policy Makers, Other County Officials

Planning Processes: The planning processes would involve several different committees and workgroups as follows.

Fee Planning Work Group. This group will be comprised of the legislative co-chairs in each of the six ICRA districts plus the ICRA legislative co-chairs and the ICRA representative to the ISAC governing board.

Auditor Transfer Fee Subcommittee. This subcommittee, appointed by the ICRA President, would be tasked with communications with ISAC and the ISAC Auditor's affiliate concerning the Auditor's transfer fee, which may be affected by any modification to recording fees. To be initiated by ICRA President with the Auditor's affiliate President.

ESS Standards Subcommittee and Document Formatting Work Group. These groups, which have been meeting jointly through much of 2023, would continue their work to review document formatting policy and to consider other policies such associated references, parcel identification number indexing and other reforms and best practices. Key stakeholders would be engaged in this process to provide input and recommendations.

Surveyors Working Group. This joint working group, appointed by the ICRA President and the leadership of the Society of Land Surveyors of Iowa, would be charged with reviewing indexing and formatting practices for surveys and plats and related documents, and to develop recommendations for a process and budget to digitize, index and electronically post older survey documents. Likely SLSI participants include members of their governing board.

Large County Advisory Committee. Recorders from the top ten highest population counties would be asked to act as an advisory body to the ICRA Executive Board concerning plans and recommendations that might have a specific effect on counties with higher populations.

As the planning processes unfold, there may be a need or benefit to creating other subcommittees or working groups to address specific topics.

Iowa Recording Fee and Business Process Modernization Project

Estimated Meeting Schedules

Fee Planning Work Group (Suggested/Tentative Schedule)

Thursday, December 14 (2023)

January 17 (Third Wednesday) **Note: this meeting date has been changed to January 25.**

February 21

March 13 (Wednesday – possible special meeting (County Day at the Capitol))

March 20

April 24

May 15

June 19

July 17 (target recommendation date)

August 21 (if needed)

Auditor Transfer Fee Subcommittee

Meeting Schedule TBD

At Least One Scheduled Joint Meeting with the Fee Planning Work Group

ESS Standards Subcommittee and Document Formatting Work Group.

January 23 (Tuesday)*

March 13 (Wednesday – possible special meeting (County Day at the Capitol))

April 23 (Tuesday)*

June (possible special meeting – stakeholder discussions)

July 23 (Tuesday)*

*Regularly Scheduled Meeting

Surveyors Subcommittee

Meeting Schedule TBD (Planning meeting with SLSI leaders held on Nov. 21). Current task – identifying additional subcommittee members.

Other Stakeholder Meetings

Follow Up meetings with Iowa Bar and ILTA pending

Meetings with Iowa Realtors, Iowa Bankers and CBI pending

Communications with Iowa Credit Unions (they have suggested collaborating on a member survey)

August-December 2024 – Presentations to stakeholder groups/governing boards/lobbyists

Large County Advisory Committee

TBD

State Officials (TOS, AOS, SOS, DOR Governor)

December 12 - Meeting with TOS Staff to review payment process and update on activities.

ICRA Executive Board

TBD – meeting with Bill Peterson and staff

February 8 – possible presentation to supervisor's conference

June 25-28 – possible presentation to Auditors summer conference

August 15 - possible joint meeting with ESS Coordinating Committee*

* Regularly Scheduled ESS Meeting

Iowa Recording Fee and Business Process Modernization Project

Activities and Tasks Associated with Committees and Work Groups

Fee Planning Work Group

Review inflation data since 1985
Review service and technology changes since 1985
Discuss “Principles” that should guide recording fee decisions, e.g., to pay 100% of local maintenance fees
Survey recorders for preliminary impressions about recording fees
Survey E-Submission and traditional customers for impressions about recording fees
Update research on state recording fees (Ernst and Black Knight tools)
Calculate average pages per document
Review judicial filing fees and policies
Review and compare recording fee models
Survey recorders about alternative recording fee models
Survey E-Submission and traditional customers about alternative recording fee models
Review research results from 2020
Explore selected updates to 2020 research (costs of providing recording services)
Update flat fee model(s) for estimating recording fees
Run scenarios of flat fee models and estimate impact on counties (including population analysis)
Run scenarios of flat fee models and estimate impact on submitters
Prepare recommendations

Auditor Transfer Fee Subcommittee

Set Up meeting with Auditor Leadership (including ISAC staff)
Survey of Counties To document Income from Auditor Transfer Fees (2023)
Document uses of the Auditor Transfer Fees
Comparison with data from E-Submission (2023)
Develop alternative ideas for providing equivalent income to county auditors
Discuss collaborative opportunities between county auditors and recorders (tasks that can be performed by recorders?)
If there is opportunity, discuss ongoing conversations about eliminating recorders or combining offices

ESS Standards Subcommittee and Document Formatting Work Group.

Survey Submitters for E-Submission enhancements
Survey Searchers for Search enhancements
Survey Stakeholders and their members for suggested policy changes
Conduct user/stakeholder focus groups
Consider document formatting policies
Design projects for normalizing data
Design project to review document type mapping and to normalize document types
Design project to modify Back The Blue
Design project to facilitate associated references between title documents
Study options/benefits/costs to integrate with private registries and blockchain platforms
Design project to integrate ILR with other GIS systems (Beacon, et al)
Implement parcel identification numbers policy
Design project to establish a fraud alert notification system
Design project to begin indexing notary information (numbers/names)
Design project to modernize integration with External Submitters

Iowa Recording Fee and Business Process Modernization Project

Surveyors Working Group

Review existing processes to identify potential improvements (index legend, recording stamp area, multi-office workflow, color management)
Review proposed policy changes for associated references
Design project to add associated references to older surveys
Review procedures for digitizing older surveys
Develop cost estimate for project to digitize older surveys
Review procedures for indexing platted land
Develop indexing method to permit searches to follow a property's survey history

Large County Advisory Committee

Ongoing Communications and Dialogue with large counties concerning all activities
Review all modernization proposals to assess special impacts on large counties

Other Working Groups

To Be Formed based on topic/need

Iowa Recording Fee and Business Process Modernization Project

Activities and Tasks Associated with Advocacy

Monthly Advocacy Challenges (newsletters) and Other Channels

2023

October – Identify Key Local Stakeholders

November – Send Stakeholders a Greeting Card

December - Rate accomplishments, plan a community event, and log stakeholder communications (newsletter)

2024

January – monthly themes to be determined

Build Understanding of the Fee Issues – Multiple Communications Channels (Electronic Newsletter, Blog, Talking Points)

(Series of Articles)

Build Understanding of Modernization Options – Multiple Communications Channels (Electronic Newsletter, Blog, Talking Points)

(Series of Articles)

Advocacy Training – Webinars – Agenda

1. What's Happening Now?
2. What's The Next Step
3. Timely Advocacy Topics

Special Collateral Materials

March 13 (Wednesday – possible special meeting (County Day at the Capitol)) – Talking Points

TBD – meeting with Bill Peterson and staff – Talking Points

February 8 – possible presentation to supervisor's conference – Presentation Prep

June 25-28 – possible presentation to Auditors summer conference – Presentation Prep

August 15 - possible joint meeting with ESS Coordinating Committee – The "Plan"

June/July/August – Leadership/Stakeholder Meetings/Presentations - TBD