

## BOCC Postage Machine Summary

Fiscal Year	Vendor	Amount Spent	Description	Notes
2025	General Mailing	\$1,835.40	Machine Lease	Full Balance Remaining
2025	General Mailing	\$1,000.00	Supply Refill - Labels, Ink, Sealing Solution	Full Balance Remaining
2025	USPS/FP	\$8,000.00	Postage Refill Encumbrance	Full Balance Remaining
2025	USPS/FP	\$5,641.08	Postage Refill Encumbrance	
2024	General Mailing	\$1,428.00	Machine Lease	
2024	General Mailing	\$386.66	Supply Refill - Labels, Ink, Sealing Solution	
2024	USPS/FP	\$8,000.00	Postage Refill Encumbrance	
2023	General Mailing	\$1,428.00	Machine Lease	
2023	General Mailing	\$502.13	Supply Refill - Labels, Ink, Sealing Solution	
2023	USPS/FP	\$17,535.00	Postage Refill Encumbrances	
2022	General Mailing	\$1,428.00	Machine Lease	
2022	General Mailing	\$725.21	Supply Refill - Labels, Ink, Sealing Solution	
2022	USPS/FP	\$9,000.00	Postage Refill Encumbrances	
2021	General Mailing	\$1,428.00	Machine Lease	
2021	General Mailing	\$1,000.00	Supply Refill - Labels, Ink, Sealing Solution	
2021	USPS/FP	\$8,000.00	Postage Refill Encumbrance	

Total Supply Refill (FY21 - FY24) - **\$2,614.00**

Total Postage Refill (FY21 - FY24) - **\$42,535**

Postage Refill FY25 YTD - **\$5,641.08**, anticipated total \$13,641.08

**Current Lease Rate: \$152.95/month (\$1,835.40/year)**

**Available Postage as of 10/28/2024: \$4,257.78**

Postage Meter Readings per FY in the following pages were prepared by Kelly Thomas. Printed by M. Fryer 10/28/2024

No modifications have been made to this data

**Postage Meter Reading  
FY2021**

	<b>Pcs.</b>	<b>July</b>	<b>Pcs.</b>	<b>August</b>	<b>Pcs.</b>	<b>September</b>	<b>Qtrly Total</b>	<b>Pcs.</b>	<b>October</b>	<b>Pcs.</b>	<b>November</b>	<b>Pcs.</b>	<b>December</b>	<b>Qtrly Total</b>	
#1- Brd Co Comm													3137	\$ 1,649.45	
#2- Court Services **													165	\$ 89.95	\$ 89.95
#3- Emer Management													1	\$ 0.80	
#4- Metro Parking *													118	\$ 59.00	
#5- Human Resources													29	\$ 120.00	
#6- Engineer													5	\$ 8.90	
#7- Planning **													2034	\$ 1,946.50	\$ 1,946.50
#8- Facilities Manage													1	\$ 1.80	
#9- Benefits													1491	\$ 853.95	
#10- County Clerk**															
	0	\$ -	0	\$ -	0	\$ -	\$ -	0	\$ -	0	\$ -	6981	\$ 4,730.35	\$ 4,730.35	

<i>Available postage</i>	\$ 6,037.15	\$ 6,037.15	\$ 6,037.15	\$ 6,037.15	\$ 6,037.15	\$ 6,037.15	\$ 1,306.80
6,037.15	<b>Starting Postage</b>						

	<b>Pcs.</b>	<b>January</b>	<b>Pcs.</b>	<b>February</b>	<b>Pcs.</b>	<b>March</b>	<b>Qtrly Total</b>	<b>Pcs.</b>	<b>April</b>	<b>Pcs.</b>	<b>May</b>	<b>Pcs.</b>	<b>June</b>	<b>Qtrly Total</b>	<b>Overall Totals</b>
#1- Brd Co Comm													939	\$ 602.33	\$ 2,251.78
#2- Court Services **							\$ -						133	\$ 70.89	\$ 160.84
#3- Emer Management													23	\$ 27.00	\$ 27.80
#4- Metro Parking *													62	\$ 31.43	\$ 90.43
#5- Human Resources													12	\$ 84.98	\$ 204.98
#6- Engineer													1	\$ 0.51	\$ 9.41
#7- Planning **							\$ -						1202	\$ 986.63	\$ 2,933.13
#8- Facilities Manage													1	\$ 1.40	\$ 3.20
#9- Benefits													529	\$ 388.87	\$ 1,242.82
#10- County Clerk**															\$ -
	0	\$ -	0	\$ -	0	\$ -	\$ -	0	\$ -	\$ -	\$ -	2902	\$ 2,194.04	\$ 2,194.04	\$ 6,924.39

<i>Available postage</i>	\$ 1,306.80	\$ 1,306.80	\$ 1,306.80	\$ 1,306.80	\$ 1,306.80	\$ 1,306.80	\$ (887.24)
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\*\* Invoice Quarterly

\* Invoice Annually

\* Postage amount off for this month

**Postage Meter Reading  
FY2020**

	Pcs.	July	Pcs.	August	Pcs.	September	Qtrly Total	Pcs.	October	Pcs.	November	Pcs.	December	Qtrly Total
#1- Brd Co Comm	162	\$ 98.75	161	\$ 98.75	141	\$ 80.70		78	\$ 62.70					
#2- Court Services **	74	\$ 41.95	73	\$ 41.95	51	\$ 35.30	\$ 119.20	42	\$ 21.60					\$ 21.60
#3- Emer Management			1											
#4- Metro Parking *	18	\$ 8.75	17	\$ 8.75	11	\$ 5.50		11	\$ 5.50					
#5- Human Resources	11	\$ 24.78	11	\$ 24.77				1	\$ 0.50					
#6- Engineer	29	\$ 14.50	28	\$ 14.50										
#7- Planning **	486	\$ 590.55	485	\$ 590.55	552	\$ 319.60	\$ 1,500.70	172	\$ 90.30					\$ 90.30
#8- Facilities Manage														
#9- Benefits	771	\$ 416.78	770	\$ 416.77	745	\$ 433.50		688	\$ 429.40					
#10- County Clerk**														
	1551	\$ 1,196.06	1546	\$ 1,196.04	1500	\$ 874.60	\$ 3,266.70	992	\$ 610.00	0	\$ -	0	\$ -	\$ 610.00

<i>Available postage</i>	\$ 4,841.09	\$ 3,645.05	\$ 2,770.45	\$ 2,160.45	\$ 2,160.45	\$ 2,160.45
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6,037.15 **Starting Postage**

	Pcs.	January	Pcs.	February	Pcs.	March	Qtrly Total	Pcs.	April	Pcs.	May	Pcs.	June	Qtrly Total	Overall Totals
#1- Brd Co Comm													\$ 2,896.04		\$ 3,236.94
#2- Court Services **							\$ -						\$ 133.05	\$ 133.05	\$ 273.85
#3- Emer Management													\$ -		\$ -
#4- Metro Parking *													\$ 80.50		\$ 109.00
#5- Human Resources													\$ 198.60		\$ 248.65
#6- Engineer													\$ 22.65		\$ 51.65
#7- Planning **							\$ -						\$ 1,556.40	\$ 1,556.40	\$ 3,147.40
#8- Facilities Manage													\$ -		\$ -
#9- Benefits													\$ 542.70		\$ 2,239.15
#10- County Clerk**													\$ -		\$ -
	0	\$ -	0	\$ -	0	\$ -	\$ -	0	\$ -	\$ -	\$ -	0	\$ 5,429.94	\$ 5,429.94	\$ 9,306.64

<i>Available postage</i>	\$ 2,160.45	\$ 2,160.45	\$ 2,160.45	\$ 2,160.45	\$ 2,160.45	\$ (3,269.49)
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\*\* Invoice Quarterly

\* Invoice Annually

\* Postage amount off for this month

**Postage Meter Reading  
FY2019**

	Pcs.	July	Pcs.	August	Pcs.	September	Qtrly Total	Pcs.	October	Pcs.	November	Pcs.	December	Qtrly Total
#1- Brd Co Comm	49	\$ 61.07	49	\$ 61.55	43	\$ 38.67		43	\$ 38.68	62	\$ 45.30	62	\$ 45.29	
#2- Court Services **	61	\$ 34.98	61	\$ 34.98	59	\$ 31.88	\$ 101.84	59	\$ 31.88	35	\$ 18.05	36	\$ 18.05	\$ 67.98
#3- Emer Management			1	\$ 7.09										
#4- Metro Parking *	12	\$ 5.64	12	\$ 5.64	10	\$ 4.70		10	\$ 4.70	10	\$ 11.55	11	\$ 11.56	
#5- Human Resources	25	\$ 27.55	25	\$ 27.56	22	\$ 30.50		21	\$ 30.49	10	\$ 18.47	10	\$ 18.47	
#6- Engineer					1	\$ 0.47								
#7- Planning **	313	\$ 228.08	314	\$ 228.08	190	\$ 207.69	\$ 663.85	190	\$ 207.70	204	\$ 112.30	204	\$ 112.30	\$ 432.30
#8- Facilities Manage					1	\$ 6.67								
#9- Benefits	188	\$ 111.61	187	\$ 111.61	126	\$ 82.75		126	\$ 82.74	349	\$ 240.26	348	\$ 240.27	
#10- County Clerk**														
	648	\$ 468.93	649	\$ 476.51	452	\$ 403.33	\$ 1,348.77	449	\$ 396.19	670	\$ 445.93	671	\$ 445.94	\$ 1,288.06

Available postage \$ 3,447.62 \$ 2,971.11 \$ 2,567.78 \$ 2,171.59 \$ 1,725.66 \$ 1,279.72

3,916.55 Starting Postage

	Pcs.	January	Pcs.	February	Pcs.	March	Qtrly Total	Pcs.	April	Pcs.	May	Pcs.	June	Qtrly Total	Overall Totals
#1- Brd Co Comm	60	\$ 57.06	60	\$ 57.06	80	\$ 47.55		106	\$ 120.33	106	\$ 120.32	56	\$ 45.40		\$ 738.28
#2- Court Services **	44	\$ 21.74	43	\$ 21.73	56	\$ 29.05	\$ 72.52	44	\$ 23.33	44	\$ 23.32	22	\$ 13.70	\$ 60.35	\$ 302.69
#3- Emer Management	1	\$ 0.50			10	\$ 5.80						1	\$ 0.50		\$ 13.89
#4- Metro Parking *	13	\$ 6.10	12	\$ 6.10	18	\$ 9.00		8	\$ 4.48	9	\$ 4.47	5	\$ 2.50		\$ 76.44
#5- Human Resources	12	\$ 32.11	12	\$ 32.11	19	\$ 36.40		6	\$ 20.70	7	\$ 20.70	10	\$ 25.90		\$ 320.96
#6- Engineer	1	\$ 0.54	2	\$ 1.08				67	\$ 35.18	68	\$ 35.17	2	\$ 8.15		\$ 80.59
#7- Planning **	167	\$ 170.63	167	\$ 170.63	260	\$ 229.20	\$ 570.46	220	\$ 224.55	220	\$ 224.55	552	\$ 565.35	\$ 1,014.45	\$ 2,681.06
#8- Facilities Manage															\$ 6.67
#9- Benefits	98	\$ 65.59	97	\$ 65.59	97	\$ 68.00		128	\$ 64.48	128	\$ 64.47	796	\$ 411.45		\$ 1,608.82
#10- County Clerk**										*	50				\$ 50.00
	396	\$ 354.27	393	\$ 354.30	540	\$ 425.00	\$ 1,133.57	579	\$ 493.05		\$ 543.00	1444	\$ 1,072.95	\$ 2,109.00	\$ 5,829.40

Available postage \$ 925.45 \$ 8,571.15 \$ 8,146.15 \$ 7,653.10 \$ 7,110.10 \$ 6,037.15

\*\* Invoice Quarterly

\* Invoice Annually

\* Postage amount off for this month

**Postage Meter Reading  
FY2018**

	<b>Pcs.</b>	<b>July</b>	<b>Pcs.</b>	<b>August</b>	<b>Pcs.</b>	<b>September</b>	<b>Qtrly Total</b>	<b>Pcs.</b>	<b>October</b>	<b>Pcs.</b>	<b>November</b>	<b>Pcs.</b>	<b>December</b>	<b>Qtrly Total</b>
#1- Brd Co Comm	71	\$ 81.88	267	\$ 287.35	64	\$ 29.44		51	\$ 23.46	49	\$ 35.10	49	\$ 35.10	
#2- Court Services **	47	\$ 21.83	146	\$ 67.16	65	\$ 29.90	\$ 118.89	41	\$ 19.07	30	\$ 14.70	58	\$ 27.25	\$ 61.02
#3- Emer Management														
#4- Metro Parking *	4	\$ 1.84	22	\$ 10.12	7	\$ 3.22		7	\$ 3.22	172	\$ 79.33	172	\$ 79.33	
#5- Human Resources	22	\$ 30.83	27	\$ 38.50	16	\$ 27.65		22	\$ 31.56	21	\$ 29.48	21	\$ 29.48	
#6- Engineer	28	\$ 23.99	2	\$ 0.92				1	\$ 0.46			3	\$ 1.38	
#7- Planning **	460	\$ 232.46	332	\$ 346.71	176	\$ 303.43	\$ 882.60	191	\$ 216.07	200	\$ 98.00	399	\$ 436.11	\$ 750.18
#8- Facilities Manage														
#9- Benefits	12	\$ 9.40	300	\$ 210.40	87	\$ 70.36		54	\$ 39.52	448	\$ 233.33	445	\$ 233.33	
#10- County Clerk**														
	644	\$ 402.23	1096	\$ 961.16	415	\$ 464.00	\$ 1,827.39	367	\$ 333.36	920	\$ 489.94	1147	\$ 841.98	\$ 1,665.28

<i>Available postage</i>	\$ 1,739.34	\$ 778.18	\$ 5,314.18	\$ 4,980.82	\$ 4,490.88	\$ 3,648.90
2,141.57 <b>Starting Postage</b>			\$ 5,000.00			

	<b>Pcs.</b>	<b>January</b>	<b>Pcs.</b>	<b>February</b>	<b>Pcs.</b>	<b>March</b>	<b>Qtrly Total</b>	<b>Pcs.</b>	<b>April</b>	<b>Pcs.</b>	<b>May</b>	<b>Pcs.</b>	<b>June</b>	<b>Qtrly Total</b>	<b>Overall Totals</b>
#1- Brd Co Comm	90	\$ 60.12	58	\$ 43.80	69	\$ 75.41		69	\$ 108.47	38	\$ 27.74	200	\$ 107.04		\$ 914.91
#2- Court Services **	33	\$ 15.39	50	\$ 25.37	62	\$ 33.76	\$ 74.52	71	\$ 35.89	62	\$ 31.30	73	\$ 36.46	\$ 103.65	\$ 358.08
#3- Emer Management	13	\$ 5.98													\$ 5.98
#4- Metro Parking *	27	\$ 12.42	20	\$ 9.30	18	\$ 8.46		12	\$ 5.64	15	\$ 7.05	15	\$ 7.05		\$ 226.98
#5- Human Resources	23	\$ 42.97	20	\$ 17.13	11	\$ 11.37		25	\$ 53.27	27	\$ 53.26	31	\$ 55.13		\$ 420.63
#6- Engineer	24	\$ 11.04	2	\$ 2.13	120	\$ 56.40		2	\$ 7.14	4	\$ 9.44	4	\$ 9.44		\$ 122.34
#7- Planning **	282	\$ 158.63	138	\$ 76.61	151	\$ 78.85	\$ 314.09	178	\$ 94.50	302	\$ 135.94	422	\$ 335.95	\$ 566.39	\$ 2,513.26
#8- Facilities Manage															\$ -
#9- Benefits	126	\$ 96.29	65	\$ 35.90	61	\$ 53.67		79	\$ 53.98	64	\$ 63.33	66	\$ 63.33		\$ 1,162.84
#10- County Clerk**															\$ -
	618	\$ 402.84	353	\$ 210.24	492	\$ 317.92	\$ 931.00	436	\$ 358.89		\$ 328.06	811	\$ 614.40	\$ 1,301.35	\$ 5,725.02

<i>Available postage</i>	\$ 3,246.06	\$ 3,035.82	\$ 2,717.90	\$ 2,359.01	\$ 4,530.95	\$ 3,916.55
					\$ 2,500.00	

\*\* Invoice Quarterly  
\* Invoice Annually