

# WAYS AND MEANS COMMITTEE

## AGENDA

TUESDAY, APRIL 5, 2016

**4:00 P.M.**

### COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

- I CALL TO ORDER
- II ROLL CALL
- 1-4 III MINUTES (3/1/16)
- IV PUBLIC INPUT
- V PETITIONS AND COMMUNICATIONS
  - A. Sheriff Department
    - 5-6 I. Grant Agreement for 2016 Marine Safety Program **(Seeking authorization to apply for DNR Grant funding; authorization for Board Chair to sign required documents - proposed resolution attached)**
    - 7-8 2. RFP for Inmate Telephone Services at Bay County Jail **(Seeking authorization to initiate RFP process for inmate telephone services - proposed resolution attached)**
  - B. Bay County Prosecutor - Amendment to 2015-2016 VOCA (Victims of Crimes Act) Grant **(Seeking approval of grant amendment; authorization for Board Chair to sign required documents - proposed resolution attached)**
  - 11-12 C. Court Administrator - Treatment Court Grants **(Seeking authorization to make application for available grant funding from a variety of sources; authorization for the Board Chair to sign grant applications and related documents - proposed resolution attached)**
  - 13-14 D. Commissioner Begick - Appropriation for Summer State Convention of Vietnam Veterans of America **(Seeking \$1,000 appropriation from funds earmarked for Veterans Conventions - proposed resolution attached)**
  - 15-19 E. Corporation Counsel - Cormorant Management on Spoils Island **(Seeking authorization for Board Chair to sign Work Initiation Document for Wildlife Damage Management (form 12A) - proposed resolution attached)**
  - 20-21 F. Director, Administrative Services - Soldier's Relief Commission Contractual Part-time Typist Clerk Position **(Seeking authorization to post/fill contractual part time Typist Clerk position (25 hrs.); authorization for Board Chair to sign agreement related to this position - proposed resolution attached)**
  - 22-23 G. Environmental Affairs and Community Development - Recognition of 2015-2016 Michigan Green Schools Recipients **(Seeking 4/12/16 Board recognition of Michigan Green Schools Recipients - proposed resolution attached)**

- H. Director, Recreation and Facilities
- 24-27 1. Boys & Girls Club Summer Program **(Seeking approval of contract with Boys & Girls Club; authorization for Board Chair to sign contract - proposed resolution attached)**
- 28-31 2. Golf Course Outing Fees **(Seeking approval/addition of tiered structure pricing system to Golf Course Fee Schedule for group/outing business during peak time - proposed resolution attached)**
- 32-39 I. Equalization Department - Preliminary 2016 Equalization Report **(Seeking approval of report - proposed resolution attached)**
- J. Supervisor, Buildings and Grounds
- 40-41 1. Gas Transportation **(Seeking approval of seasonal contract with Constellation New Energy; authorization for Board Chair to sign required documents - proposed resolution attached)**
- 42-45 2. Painting Projects **(Update on status of painting projects; request for up to \$41,000 to complete remaining painting projects - proposed resolution attached)**
- 46-47 3. Structural Assessment Contract for Market Columns/Piers **(Seeking approval of \$3,500 appropriation and contract with MacMillian & Associates for additional engineering related to the columns/piers/bases at the County Market - proposed resolution attached)**
- 48-49 K. Director, Division on Aging - Letter of Intent to Region VII Area Agency on Aging for FY 2016-2017 Funding **(Seeking authorization to submit letter of intent, grant application; authorization for Board Chair to sign all required documents - proposed resolution attached)**
- 50 L. Payables: General; Center Ridge Arms **(Proposed resolution attached)**
- M. Finance Department
- 51-55 1. Budget Adjustments **(Proposed resolution attached)**
- 56 2. Analysis of General Fund Equity **(Receive)**
- 57 3. Update re Executive Directive #2008-11 **(Receive)**

VI REFERRALS

VII UNFINISHED BUSINESS

VIII NEW BUSINESS

IX CLOSED SESSION (when requested)

X MISCELLANEOUS

XI ANNOUNCEMENTS

XII ADJOURNMENT

**PLEASE NOTE:**

**THE COMMITTEE CHAIR HAS REQUESTED THAT ANY ELECTED OFFICIAL, DEPARTMENT/DIVISION HEAD PLACING AN ITEM ON THIS AGENDA BE PRESENT OR HAVE A REPRESENTATIVE PRESENT TO SPEAK TO THEIR REQUEST AND/OR ANSWER ANY QUESTIONS POSED BY COMMITTEE MEMBERS.**

**WAYS AND MEANS COMMITTEE  
MINUTES**

MEETING OF THE BAY COUNTY WAYS AND MEANS COMMITTEE HELD ON TUESDAY, MARCH 1, 2016, FOURTH FLOOR, BAY COUNTY BUILDING.

CALL TO ORDER BY CHAIR COONAN AT 4:03 P.M.

**ROLL CALL:**

**MOTION NO.**

COMMISSIONERS PRESENT:		1	2	3	4	5	6	7	8	9	10	11	12
KIM J. COONAN, CHRMN	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
DONALD J. TILLEY, V. CHRMN		E	X	C	U	S	E	D					
MICHAEL J. DURANCZYK	P	M/Y	Y	S/Y	Y	S/Y	S/Y	Y	Y	S/Y	Y	Y	Y
VAUGHN J. BEGICK	P	E	E	E	E	E	E	E	E	E	E	E	E
THOMAS M. HEREK	P	Y	S/Y	Y	Y	M/Y	Y	M/Y	Y	Y	S/Y	M/Y	S/Y
MICHAEL E. LUTZ	P	Y	Y	M/Y	M/Y	Y	Y	SY	S/Y	M/Y	Y	Y	Y
ERNIE KRYGIER, EX OFFICIO	P	S/Y	M/Y	Y	S/Y	Y	M/Y	Y	M/Y	Y	M/Y	S/Y	M/Y

**MOTION NO.**

COMMISSIONERS PRESENT:		13	14	15	16	17	18	19	20	21	22	23	24
KIM J. COONAN, CHRMN		Y	Y	Y	Y								
DONALD J. TILLEY, V. CHRMN		E	E	E	E								
MICHAEL J. DURANCZYK		S/Y	S/Y	S/Y	S/Y								
VAUGHN J. BEGICK		E	E	M/Y	Y								
THOMAS M. HEREK		Y	M/Y	Y	Y								
MICHAEL E. LUTZ		MY	Y	Y	Y								
ERNIE KRYGIER, EX OFFICIO		Y	Y	Y	M/Y								

**MOTION NO.**

COMMISSIONERS PRESENT:		25	26	27	28	29	30	31	32	33	34	35	36
KIM J. COONAN, CHRMN													
DONALD J. TILLEY, V. CHRMN													
MICHAEL J. DURANCZYK													
VAUGHN J. BEGICK													
THOMAS M. HEREK													
MICHAEL E. LUTZ													
ERNIE KRYGIER, EX OFFICIO													

OTHERS PRESENT: C.GIGNAC, D.RUSSELL, S.WALRAVEN, C.HEBERT, M.PICKELL, R.MANZ, L.ROSZATYCKI, J.GWIZDALA, M.REILLY, B.KRAUSE, J.COPPENS, BAY 3 TV, J.HALL, D.BERGER

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**MOTION NO.**

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**NOTE:** In addition to these typed minutes, this Committee meeting was also video taped by Bay 3 TV and those tapes are available for review in the Executive's Office or can be viewed on Bay County's website [www.baycounty-mi.gov/executive/videos](http://www.baycounty-mi.gov/executive/videos).

- 1**            **MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE FEBRUARY 2, 2016 WAYS AND MEANS COMMITTEE MEETING AS PRINTED.**

Public input was called with no one expressing a desire to address the Committee.

Requests from the Bay County Prosecutor were considered, the first being the Crime Victim Rights Grant Agreement. It was

- 2**            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE CRIME VICTIM RIGHTS GRANT AGREEMENT (PROSECUTOR).**

- 3**            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE VICTIMS OF CRIMES ACT (VOCA) GRANT AGREEMENT (PROSECUTOR).**

A request from the Friend of the Court, Elizabeth Roszatycki, to subscribe to West Order Form for CLEAR services was explained by Ms. Roszatycki. This service is an online investigative software package designed to meet the needs of investigative customers and will aid the Friend of the Court's child support enforcement department finding parents who have neglected to pay their support obligations. This is a popular tool that provides more information than currently available publicly on the Internet. The cost is \$476.60 monthly and with the 66% reimbursement from the Cooperative Reimbursement Program, the balance of \$162.04 monthly is available in the Friend of the Court's 215 Fund which has an approximate balance of \$180,000. It was

- 4**            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE WEST ORDER FORM - CLEAR SERVICES (FRIEND OF THE COURT).**

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**MOTION NO.**

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5           **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF AMENDMENT # 2 OF THE COMPREHENSIVE PLANNING, BUDGETING AND CONTRACTING (CPBC) AGREEMENT (HEALTH DEPARTMENT).**

6           **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE TIER II MANAGER SOFTWARE LICENSE AGREEMENT (EMERGENCY MANAGEMENT).**

**Ryan Manz, Emergency Management Coordinator, explained that this is the third and final year of a program to purchase new mobile data computers for the vehicles of Law Enforcement agencies. Twenty-seven units will be purchased and funds (\$97,394) have been allocated for the purchase.**

7           **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE MOBILE DATA COMPUTERS FOR BAY COUNTY LAW ENFORCEMENT AGENCIES (EMERGENCY MANAGEMENT).**

8           **MOVED, SUPPORTED AND CARRIED TO RECEIVE INFORMATION RE TUITION REIMBURSEMENT FOR ANDREW COWAN, CIVIC ARENA MANAGER (PERSONNEL).**

9           **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION AUTHORIZING POSTING/FILLING THE RECREATION MANAGER VACANCY.**

10          **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PAYABLES RESOLUTION (GENERAL/BAYANET/CENTER RIDGE ARMS).**

11          **MOVED, SUPPORTED AND CARRIED TO RECEIVE THE ANALYSIS OF GENERAL FUND EQUITY 2016 (FINANCE DEPT.)**

12          **MOVED, SUPPORTED AND CARRIED TO RECEIVE UPDATE OF EXECUTIVE DIRECTIVE #2007-11 (FINANCE DEPT.).**

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**MOTION NO.**

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13            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE SOFTWARE LICENSE AGREEMENT WITH BMC SOFTWARE, INC. (INFORMATION SYSTEMS).**

14            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE LICENSE AGREEMENT WITH ASK/IBM (INFORMATION SYSTEMS).**

**At this point Commissioner Begick arrived having driven through a snow storm from Lansing to attend this meeting.**

15            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE BUDGET ADJUSTMENTS (FINANCE DEPT.).**

**There being no further business, it was**

16            **MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:13 P.M.).**

**Submitted by:**

*Deanne Berger*

**Deanne Berger  
Board Coordinator**

*John E. Miller*  
*Sheriff Of Bay County*

Troy Cunningham  
Undersheriff

Troy A. Stewart  
Jail Administrator



TO: Kim J. Coonan, Chairman  
Ways and Means Committee

FROM: Undersheriff Troy R. Cunningham *TRC*

DATE: March 8, 2016

RE: Grant Agreement for the 2016 Marine Safety Program

**Background:** Each year the Sheriff's Office participates in the Marine Safety Grant offered through the Department of Natural Resources (DNR). The DNR State Grant provides for equipment and the hiring of seasonal personnel during the boating season. Once again, the DNR has asked the County to participate in the 2016 Marine Safety Program by completing a grant application.

**Finance/Economics:** The State Legislature appropriates comparable DNR funding amounts (75 \$45,241/25 \$11,310.25) to those participating counties each year. State DNR funding request for 2016 is for the amount of \$45,241.00.

**Recommendation:** I am requesting the committee's approval and authorization to apply for the 2016 DNR Marine Safety Program Grant and implementing the DNR Grant Agreement upon DNR approved funding. I am also seeking the Boards approval to make any required budget adjustments during the 2016 Grant Year.

CC: Sheriff John E. Miller  
Deanne Berger, BOC  
Amber Johnson, Corporation Counsel  
Crystal Hebert, Finance Officer  
Kim Priessnitz, Assistant Finance Officer  
File Copy

Ls/W&M.MarineGrantAgreement16

**BAY COUNTY BOARD OF COMMISSIONERS**

**APRIL 12, 2016**

**RESOLUTION**

**BY: WAYS AND MEANS COMMITTEE (4/5/16)**

**WHEREAS, Each year the Bay County Sheriff's Office participates in the Marine Safety Grant Program offered through the Michigan Department of Natural Resources and Environment; and**

**WHEREAS, This grant provides funding for equipment and the hiring of seasonal personnel during the boating season in Bay County; and**

**WHEREAS, The DNR has again requested Bay County to participate in the 2016 Marine Safety Program by completing a grant application; and**

**WHEREAS, The DNR agrees to reimburse Bay County a sum of money equal to 75% of total eligible costs for operation of the Marine Safety Program but not to exceed the grant allocation of (75 - \$45,241/25 - \$11,310.25; and**

**WHEREAS, Funds for the 25% grant match requirement (\$11,310.25) are included in the 2016 Sheriff Department budget; Therefore, Be it**

**RESOLVED That the Bay County Board of Commissioners authorizes participation in the 2016 Marine Safety Program and authorizes the Chairman of the Board to execute all documents required for the Grant Program following legal review/approval; Be It Further**

**RESOLVED That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Further**

**RESOLVED That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County.**

**KIM COONAN, CHAIR  
AND COMMITTEE**

**Sheriff Dept - 2016 Marine Safety Grant Program**

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

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*John E. Miller*  
*Sheriff Of Bay County*

Troy Cunningham  
Undersheriff

Troy A. Stewart  
Jail Administrator



DATE: March 30, 2016

TO: Kim J. Coonan, Chairman  
Ways and Means Committee

FROM: Sheriff John E. Miller *John E. Miller*

REF: Securus Technologies

Background: Securus Technologies currently provides our telephone service for the Bay County Jail inmates. In February 2014, a request to renew the contract with the addendum for video visitation to our contract for four years was denied and was suggested that it go out for bid. Requesting to go out for RFP.

Finance: Request to go out for RFP.

Request: I am requesting the committee's approval and authorizations to proceed, and upon approval(s) to make necessary budget adjustments for going out for bid.

CC: Undersheriff Troy R. Cunningham  
Captain Troy A. Stewart  
Amber Davis, Corporation Council  
Crystal Hebert, Finance Director  
Kim Priessnitz, Assistant Finance Director  
Frances Moore, Purchasing  
File

W&M InmatePhone- RFP-16

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BAY COUNTY BOARD OF COMMISSIONERS

APRIL 12, 2016

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/5/16)

WHEREAS, Securus Technologies is the current provider of telephone service for the Bay County Jail inmates and this company has provided these services since approximately 2005; and

WHEREAS, It was determined that rather than amending the existing agreement with Securus Technologies extending service into 2019, it is more appropriate to seek bids for this service; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes initiation of the bid process for jail inmate telephone service in accordance with the Bay County Purchasing Policy; bid award contract to be brought back for Committee consideration; Be It Further

RESOLVED That any budget adjustments required for the bid process are approved.

KIM COONAN, CHAIR AND COMMITTEE

Sheriff Dept - RFP for Inmate Phone Service

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:  
ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

# BAY COUNTY PROSECUTING ATTORNEY

## KURT C. ASBURY

### Victim's Rights Advocates

Cindy A. Howell  
Wendy D. Hoffard  
Kristin M. Monaghan

### Assistant Prosecuting Attorneys

Nancy E. Borushko  
Chief Assistant

Barbara J. Hayward  
Margaret A. Leaming  
Sylvia L. Linton  
Jordan Case  
Jeffrey D. Stroud  
Bernard J. Coppolino  
Michael A. Huber

TO: KIM COONAN, Ways & Means Committee Chair  
Bay County Board of Commissioners

FROM: Kurt C. Asbury, Prosecuting Attorney

DATE: March 14, 2016

SUBJECT: Request to Amend the 2015-2016 VOCA (Victims of Crime Act) Grant

\*\*\*\*\*: \*\*\*\*\*

Request: To be placed on the agenda for the Ways & Means Committee meeting on April 5, 2016, for approval to amend the 2015-2016 VOCA Grant Agreement.

Background: Since 2000, the Bay County Prosecutor, with Board approval, has received Federal VOCA (Victims of Crime Act) Grant funding.

The original request to apply for the 2015/2016 VOCA grant listed an estimated award amount of \$62,500, with a match of \$15,500. The actual award was increased to \$75,000 with a match of \$18,750.

Due to a new policy change to VOCA Assistance Guidelines regarding the allowability of indirect costs, we are requesting permission to amend the 2015/2016 VOCA grant to move \$16,511 of the match to **indirect cost**. There is no change to the approved grant amount of \$75,000.

Recommendation: Requesting the committee refer to full Board for approval; this would include authorization of Board Chair to sign this agreement amendment and any related documents after Corporation Counsel review, and approval of any required budget adjustments.

BAY COUNTY COURT FACILITY, 1230 WASHINGTON, STE. 768, BAY CITY, MICHIGAN 48708

TELEPHONE: (989) 895-4185 FAX: (989) 895-4167  
TDD [HEARING IMPAIRED]: (989) 895-2059

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BAY COUNTY BOARD OF COMMISSIONERS

APRIL 12, 2016

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/5/16)

- WHEREAS, Since 2000, the Bay County Prosecutor, with Board approval, has received Federal Victims of Crime Act (VOCA) Grant funding; and
- WHEREAS, The original request to apply for the 2015/2016 VOCA grant listed an estimated award amount of \$62,500, with a match of \$15,500, however, the actual award was increased to \$75,000 with a match of \$18,750; and
- WHEREAS, Due to a new policy change to VOCA Assistance Guidelines regarding the allowability of indirect costs, the Bay County Prosecutor seeks approval of the amendment to the 2015/2016 VOCA grant moving \$16,511 of the match to indirect cost; and
- WHEREAS, There is no change to the approved grant amount of \$75,000; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners approves the amendment to the 2015/2016 VOCA Grant Agreement and authorizes the Chairman of the Board to execute said Amended Agreement on behalf of Bay County following legal review/approval; Be It Further
- RESOLVED That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Further
- RESOLVED That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County.

KIM COONAN, CHAIR AND COMMITTEE

Prosecutor - Amendment to 2015-16 VOCA Grant Agreement

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:  
 ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
 VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

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DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
 AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_



**18<sup>th</sup> JUDICIAL CIRCUIT COURT**  
**74<sup>th</sup> JUDICIAL DISTRICT COURT**

1230 Washington Avenue  
Bay City, Michigan 48708-0010

**KIM B. MEAD**  
Court Administrator  
Phone: (989) 895-4266  
Fax: (989) 895-4099  
meadk@baycounty.net

March 11, 2016

Kim J. Coonan, Chair  
Ways and Means Committee  
Bay County Commissioners  
515 Center Avenue  
Bay City, Michigan 48708

Commissioner Coonan:

Grant applications supporting Treatment Court services in Circuit, District and Probate/Juvenile Courts for the grant cycle starting October 2016 will be released soon. The existing grant funded programs are Swift and Sure, Adult Drug, Adult Sobriety, Juvenile Drug and Family Dependency Drug Treatment Courts.

These grants come from a variety of sources such as the Federal Byrne Grant, Bureau of Justice Assistance, Office of Highway and Safety, SAMHSA and the State Court Administrator's Office. Because the timeline between actual release of the application and required submission dates do not coincide with the Board calendar, I ask your consideration for recommendation to the Board of Commissioners to allow submission of these applications, and furthermore, to authorize the Board Chair to sign the applications once they are completed. Signature of the application only supports the request; it does not commit the County. A formal request for funding will be submitted during the County's budget process.

The Court has been a successful recipient of grants for the past several years. In order to continue operation of our Treatment Courts, grant dollars from these sources are very important as they make up the bulk of the funding.

Sincerely,

Kim Brian Mead  
Administrator

**BAY COUNTY BOARD OF COMMISSIONERS**

**APRIL 12, 2016**

**RESOLUTION**

**BY:** WAYS AND MEANS COMMITTEE (4/5/16)

**WHEREAS,** Grant applications supporting Treatment Court services in both the Circuit and District Courts for the grant cycle starting October 2016 will be released soon; and

**WHEREAS,** The existing grant-funded programs are Swift and Sure, Adult Drug, Adult Sobriety, Juvenile Drug and Family Dependency Drug Treatment Courts; and

**WHEREAS,** These grants come from a variety of sources such as the Federal Byrne Grant, Bureau of Justice Assistance, Office of Highway and Safety, SAMHSA and the State Court Administrator's Office and because the time line between actual release of the application and required submission dates do not coincide with the Board of Commissioner's calendar, the Court Administrator requests authorization to submit the grant applications and authorize the Board Chair to sign the applications (signature of the application only supports the request, it does not commit the County); and

**WHEREAS,** A formal request for funding will be submitted during the County's budget process; and

**WHEREAS,** The Court has been a successful recipient of Byrne, OHS, and SCAO grants for the past several years and, in order to continue operation of the Treatment Courts, grant dollars from these sources are very important as they make up the bulk of the funding; Therefore, Be It

**RESOLVED** By the Bay County Board of Commissioners that authorization is grant to submit grant applications for Treatment Court funding; Be It Further

**RESOLVED** That the Chairman of the Board is authorized to execute, and submit electronically (if required), the grant application documents on behalf of Bay County following legal review/approval; Be It Further

**RESOLVED** That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Further

**RESOLVED** That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County.

**KIM COONAN, CHAIR  
AND COMMITTEE**

**Courts - Treatment Court Grant Applications**

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

**VOTE TOTALS:**

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

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**Vietnam Veterans of America**  
**Bay Area Chapter 494**  
PO Box 45  
Bay City, Michigan 48707

March 27, 2016

To: Bay County Board of Commissioners  
From: Vaughn Begick, Vice-President  
Vietnam Veterans of America  
Chapter # 494, Bay City, MI

The Vietnam Veterans of America, Chapter #494, from Bay City, Michigan will be hosting the State Convention of the Vietnam Veterans of America this year.

We are requesting a contribution from the Bay County Board of Commissioners for \$1000 from the budgeted line item for veteran's conventions.

The details have not been finalized yet but the plan is to host the State Convention sometime this summer.

Thank you for the consideration of our request.

Sincerely,

Vaughn Begick

Vice-President of Chapter #494 VVA

BAY COUNTY BOARD OF COMMISSIONERS

APRIL 12, 2016

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/5/16)

WHEREAS, The Vietnam Veterans of America, Chapter #494, from Bay City, Michigan will be hosting the State Convention of the Vietnam Veterans of America this year; and

WHEREAS, The Vietnam Veterans of America, Chapter #494 is requesting a contribution of \$1,000 from funds budgeted for veterans' conventions; and

WHEREAS, While all of the details are not resolved, the State Convention of the Vietnam Veterans of America will be held sometime this summer; and

WHEREAS, State law allows counties to contribute to veteran's groups for conventions and conferences up to \$5,000 per year; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes an appropriation of \$1,000 to the Vietnam Veterans of America, Chapter #494 for the State Convention of the Vietnam Veterans of America to be held in the 2016 in Bay County.

KIM COONAN, CHAIR AND COMMITTEE

Comm Begick - Vietnam Veterans of America State Convention

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:  
ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

-14-

United States  
Department of  
Agriculture

March 18, 2016

Animal and  
Plant Health  
Inspection  
Service

Ms. Walraven,

Wildlife Services  
2803 Jolly Road  
Suite 100  
Okemos, MI 48864

We have been working with the Michigan Department of Natural Resources (MDNR) to manage Double-Crested Cormorant populations throughout the State to protect natural resources. Management activities include the use of firearms to remove adult birds, egg oiling, and nest and egg destruction. Operations reducing the cormorant population, have been occurring both on and around Spoils Island since 2013. Previously, we have received permission from the Army Corps of Engineers to conduct cormorant nest counts and shoot cormorants on this island.

It has come to our attention that, even though the Army Corps of Engineers own the spoils which make up the island, the land under the spoils has been deeded to Bay County. We are requesting Bay County to sign an internal work initiation document for wildlife damage (form 12A) thus granting us permission to continue this work for the MDNR. This will ensure that all interested parties are informed of these actions. We hope to begin work (weather dependent) in April and continue through September. If you have any questions or concerns please contact me.

Thank you,

Earl Krom  
USDA Wildlife Services  
2803 Jolly Road, Suite 100  
Okemos, MI 48864  
517-336-1928 office  
517-449-6160 cell  
earl.g.krom@aphis.usda.gov



**APHIS** *Safeguarding American Agriculture*

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An Equal Opportunity Provider and Employer

-15-  
Federal Relay Service  
(Voice/TTY/ASCII/Spanish)  
1-800-877-8339



## Instructions for Completing WS Form 12A Work Initiation Document for Wildlife Damage Management

### Section 1 – Basic Work Initiation Information Item

1. **Work Initiation Document Number** - Record the assigned number for this document.
2. **Date** - Enter the date the form is completed.
3. **Type of Document** - Record the type of Work Initiation Document by marking the appropriate box(es).

**Hint:** A Work Initiation Document may have more than one characteristic.

**Example:** A Work Initiation Document can be a Temporary and Urban Document.

**Assign to Special Groups:** If this Work Initiation Document is to be tracked by special groups which are serviced, list them in this item.

### Section 2 – Items in this Section capture data about the Cooperator

4. Enter name of cooperator as it appears on the cooperative service agreement, cooperative service field agreement, Memorandum of Agreement or Understanding, or as it appears in the cooperator's business references.
5. Enter the cooperator's address and alternate address or location if the primary address is different from the site where the work will be done.
6. Enter the name of the cooperator's business, farm, or ranch, if applicable.
7. Enter the State abbreviation and the ZIP Code.
8. Enter the name of the owner or cooperator's representative if it is different from the cooperator name, the area code, and telephone number of the owner.
9. Enter the Cooperator's telephone number, including the area code.
10. Enter the property owner's address (or property owner's representative's work address if this is a non-private agreement), including the ZIP Code even if it is the same as item 6. **NOTE:** If the cooperator's address in Item 5 is also the address of the owner, you need not complete this item.

### Section 3 – Information about the WS employee conducting activities, the property being worked on, and the species being addressed is captured in this Section

11. **Employee Name, County and State** - In this subsection, record the name of the WS employee, and the State and county for the site where the work is being performed.
12. **Land Class** - Record the land class being worked on, and enter the number of acres for that land class. Record the total acres by summing all entries in the "Acres" column.
13. **Adjoining Property** - If the Work Initiation Document allows you to work on an adjoining property as part of the project, you must have additional Work Initiation Documents signed by those adjoining land owners/managers. The Work Initiation Document numbers for those properties go in this subsection.
14. **Species/Codes** - List the names of the species that will be targeted during the damage management activities. Official MIS abbreviations for the names of the species may be used.
15. **Additional Species** - If more species are targeted than can be entered in this block, mark this box and attach the WS Form 12A Addendum listing them.

### Section 4 – Component Use Information

16. **Components** - List the type of components that will be used in the wildlife damage management activity. If more components are to be used than can be entered in the available space, mark this box in this Section and attach the WS Form 12A Addendum listing them.

### Section 5 – Work Initiation Considerations – WS Responsibilities

17. Allow the cooperator to read this section, or alternately, read it to the cooperator before signatures are affixed.

### Section 6 – Work Initiation Considerations – Cooperator Responsibilities

18. Allow cooperator to read this section, or alternately, read it to the cooperator before signatures are affixed.

### Section 7 – Special Considerations

19. **Special Considerations** - If any special considerations are agreed to for this project, enter them in this Section.

### Section 8 – Signatures/Dates

20. Obtain the signature and address of the landowner, lessee, administrator, or representative of the project land(s). Enter a date when the document was signed.
21. The WS employee completing the form signs and enters the official title, telephone number, address, and date. Provide a copy to the cooperator after signature; keep one copy for your files, provide one copy to the State Office, and provide copies to other WS personnel/offices, as appropriate. The Privacy Act Notice required to be given to the cooperator is on the back of the Cooperator Copy of this form.

## Privacy Act Notice

Title 5, United States Code, Section 552a(e)(3) requires that each agency that maintains a system of records provide each individual from whom the agency solicits information with the following information.

### Authority for Requesting Information

Title 7, United States Code, Section 426-426c, and Title 16 United States Code, Section 667, authorizes officers, agents, and employees of USDA, APHIS, Wildlife Services, to conduct a program of wildlife service's and to enter into agreements with States, local jurisdictions, individuals, and public and private agencies, organizations, and institutions for the purpose of conducting such services.

### Nature of Your Disclosure of Information

Disclosure of information solicited by USDA, APHIS, and Wildlife Services, is voluntary.

### Principal Purpose for Which the Information Is Solicited

Information is solicited from you for the purpose of executing and implementing agreements for control of wildlife damage.

### Routine Uses Which May be Made of the Information

The routine uses which may be made of the information are:

**Routine use 1** permits disclosure to cooperative State government officials, employees, or contractors, as necessary to carry out the program; and other parties engaged to assist in administering the program. Such contractors and other parties will be bound by the nondisclosure provisions of the Privacy Act. This routine use assists the agency in carrying out the program, and thus is compatible with the purpose for which the records are created and maintained;

**Routine use 2** permits disclosure to the appropriate agency, whether Federal, State, local, or foreign, charged with the responsibility of investigating or prosecuting a violation of law or of enforcing, implementing, or complying with a statute, rule, regulation, or order issued pursuant thereto, of any record within this system when information available indicates a violation or potential violation of law, whether civil, criminal, or regulatory in nature, and either arising by general statute or particular program statute, or by rule, regulation, or court order issued pursuant thereto;

**Routine use 3** permits disclosure to the Department of Justice when the agency, or any component thereof, or any employee of the agency in his/her official capacity, or any employee of the agency in his/her individual capacity where the Department of Justice has agreed to represent the employee, or the United States, in litigation, where the agency determines that litigation is likely to affect the agency or any of its components, is a party to litigation or has an interest in such litigation, and the use of such records by the Department of Justice is deemed by the agency to be relevant and necessary to the litigation; provided, however, that in each case, the agency determines that disclosure of the records to the Department of Justice is a use of the information contained in the records that is compatible with the purpose for which the records were collected;

**Routine use 4** permits disclosure for use in a proceeding before a court or adjudicative body before which the agency is authorized to appear, when the agency, or any component thereof, or any employee of the agency in his/her official capacity, or any employee of the agency in his/her individual capacity where the agency has agreed to represent the employee, or the United States, where the agency determines that litigation is likely to affect the agency or any of its components, is a party to litigation or has an interest in such litigation, and the agency determines that use of such records is relevant and necessary to the litigation; provided, however, that in each case, the agency determines that disclosure of the records to the court is a use of the information contained in the records that is compatible with the purpose for which the records were collected;

**Routine use 5** permits disclosure to appropriate agencies, entities, and persons when the agency suspects or has confirmed that the security or confidentiality of information in the system of records has been compromised; the agency has determined that as a result of the suspected or confirmed compromise there is a risk of harm to economic or property interests, a risk of identity theft or fraud, or a risk of harm to the security or integrity of this system or other systems or programs (whether maintained by the agency or another agency or entity) that rely upon the compromised information; and the disclosure made to such agencies, entities, and persons is reasonably necessary to assist in connection with the agency's efforts to respond to the suspected or confirmed compromise and prevent, minimize, or remedy such harm.

**Routine use 6** permits disclosure to USDA employees or contractors, partner agency employees or contractors, or private industry employees to identify patterns, trends, or anomalies indicative of fraud, waste, or abuse.

**Routine use 7** permits disclosure to the National Archives and Records Administration or to the General Services Administration for records management inspections conducted under 44 U.S.C. §§ 2904 and 2906.

### Effects of Failure to Furnish Information

Failure to provide the solicited information will not subject you to penalties or adverse consequences.

**BAY COUNTY BOARD OF COMMISSIONERS**

**APRIL 12, 2016**

**RESOLUTION**

**BY:** WAYS AND MEANS COMMITTEE (4/5/16)  
**WHEREAS,** The **USDA Wildlife Services** has been working with the Michigan Department of Natural Resources (MDNR) to manage Double-Crested Cormorant populations throughout the State to protect natural resources; and  
**WHEREAS,** Management activities include the use of firearms to remove adult birds, egg oiling, and nest and egg destruction; and  
**WHEREAS,** Operations reducing the cormorant population have been occurring both on and around Spoils Island since 2013; and  
**WHEREAS,** Previously, the **USDA Wildlife Services** received permission from the Army Corps of Engineers to conduct cormorant nest counts and shoot cormorants on this island, however, even though the Army Corps of Engineers owns the spoils which make up the island, the land under the spoils has been deeded to Bay County; and  
**WHEREAS,** It is requested that Bay County sign an internal Work Initiation Document for Wildlife Damage Management (form 12A) thus granting the **USDA Wildlife Services** permission to continue this work for the MDNR; and  
**WHEREAS,** It is anticipated that work will begin in April (weather dependent) and continue through September; Therefore, Be It  
**RESOLVED** That the Bay County Board of Commissioners authorizes the Board Chair to execute the Work Initiation Document for Wildlife Damage Management (form 12A) on behalf of Bay County following legal review/approval.

**KIM COONAN, CHAIR  
 AND COMMITTEE**

**USDA Wildlife Services - Cormorant Management on Spoils Island**

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
 AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_



**BAY COUNTY  
ADMINISTRATIVE SERVICES**

**Thomas L. Hickner**  
County Executive

**Debra Russell**  
Director  
russelld@baycounty.net

**MEMORANDUM**

**TO:** KIM COONAN, CHAIR  
WAYS & MEANS COMMITTEE

**FROM:** DEBRA RUSSELL, DIRECTOR *Debra A. Russell*  
ADMINISTRATIVE SERVICES DEPARTMENT

**RE:** SOLDIER'S RELIEF COMMISSION  
CONTRACTUAL PART-TIME CLERICAL POSITION

**DATE:** MARCH 29, 2016

**BACKGROUND:**

A part-time position was requested in the 2016 budget preparation to assist the Soldier's Relief Commission and the Veterans Office in preparation of applications for assistance and receptionist duties. That request was removed from the adopted budget.

Recently, the Michigan Veterans Trust Fund position occupied by a longtime employee was vacated due to unexpected retirement. We have been informed by the State they have no plans to fill this vacancy. Applicants are instructed to call the Lansing office for assistance. The State files remain locked.

Inputting data, supplying information, application processing and contact coordination with service organizations is needed. Requests for financial assistance for emergency relief require immediate attention. If the Veterans Service Officer or the Soldier's Relief Commission representative is not available, that need is not met.

**FINANCIAL IMPACT:**

Sufficient funds exist within the Veterans millage allocation for a contractual part time clerical position at an hourly wage of \$10.00 per hour. Additional expenditures would include a computer and basic office set-up for this position. An estimate was prepared by Information Systems for a computer, printer and software configuration of approximately \$1500.00. No additional telephone or copier will be needed at this time.

**RECOMMENDATION:**

Request the Board approve filling a contractual part-time clerical position for the Soldier's Relief Commission and the Bay County Veterans Office for not to exceed 25 hours per week at an hourly wage of \$10.00 per hour. Furthermore, request an agreement to be prepared by Bay County Corporation Counsel for this position. Funding for this contractual position will be supplied by the Veterans millage. Supervision of this position will be supplied by the Administrative Services Director in cooperation with the Soldier's Relief Commission and the Bay County Veteran's Council. The Bay County Veterans Council supports this position.

*-20-*

**BAY COUNTY BOARD OF COMMISSIONERS**

**APRIL 12, 2016**

**RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (4/5/16)**
- WHEREAS, A part-time position was requested in the 2016 budget preparation to assist the Soldier's Relief Commission and the Veterans Office in preparation of applications for assistance and receptionist duties, however, that request was eliminated from the adopted budget; and**
- WHEREAS, Recently, the Michigan Veterans Trust Fund position occupied by a longtime employee was vacated due to unexpected retirement and Bay County has been informed by the State that they have no plans to fill this vacancy, veteran applicants are instructed to call the Lansing office for assistance and the State files remain locked; and**
- WHEREAS, The need for the following is not being met: inputting data, supplying information, application processing and contact coordination with service organizations; requests for financial assistance for emergency relief that require immediate attention; and assistance when the Veterans Service Officer or the Soldier's Relief Commission representative is not available; and**
- WHEREAS, Sufficient funds exist within the Veterans millage allocation for a contractual part time Typist Clerk at an hourly wage of \$10.00 per hour and for a computer and basic office set-up for this position estimated at \$1500 by Information Systems (computer, printer, and software). No additional telephone or copier will be needed at this time; and**
- WHEREAS, The Bay County Veterans Council supports this proposal; Therefore, Be It**
- RESOLVED That the Bay County Board of Commissioners approves the posting/filling of a contractual part time Typist Clerk position for the Soldier's Relief Commission and the Bay County Veterans Office for up to 25 hours per week, monies to come from Veterans millage, said position to be supervised by the Administrative Services Director in cooperation with the Soldier's Relief Commission and the Bay County Veteran's Council; Be It Further**
- RESOLVED As this part time Typist Clerk position is contractual, Corporation Counsel is authorized to draft the required contractual agreement governing the part time position and the Chairman of the Board is authorized to execute said agreement on behalf of Bay County; Be It Further**
- RESOLVED That related, required budget adjustments are approved.**

**KIM COONAN, CHAIR  
AND COMMITTEE**

**Adm Serv - Contractual Typist Clerk - Veterans**  
MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM.

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:  
ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

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DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

**BAY COUNTY GYPSY MOTH  
SUPPRESSION PROGRAM**

515 Center Avenue, Suite 503  
Bay City, Michigan 48708

**ALICIA WALLACE, COORDINATOR**  
wallacea@baycounty.net

Phone 989-895-4195  
Fax 989-895-4068  
TDD 989-895-4049  
<http://www.baycounty-mi.gov>



**TOM HICKER**  
County Executive

**LAURA OGAR, DIRECTOR**  
ogarl@baycounty.net

Community Initiatives  
Geographic Information Systems  
Gypsy Moth Suppression Program  
Mosquito Control  
Transportation Planning

**MEMORANDUM**

**DATE:** March 8, 2016

**TO:** Commissioner Kim Coonan, Chair  
Ways & Means Committee

**FROM:** Alicia Wallace  
Environmental Affairs & Community Development

**RE:** **Recognition- 2015-16 Michigan Green Schools Recipients**

**Background:**

In 2010, the Bay County Board of Commissioners approved participation in the Michigan Green School Initiative (Board Resolution 2010-69) which grants "Michigan Green School" designation to any public or private school in Michigan which meet certain criteria. The enabling law is known as the Michigan Green School Law (a bill to amend 1994 PA 451, entitled "Natural Resources and Environmental Protection Act," [MCL 324.101 to 324.90106] by adding section 2511.) In 2012, the Board of Commissioners approved continued participation in this program with Board resolution No. 2012-53 with administration of the program being provided through the Environmental Affairs and Community Development Department.

This year we have received Michigan Green School applications from All Saints Elementary School, Auburn Area Catholic School, Bay-Arenac ISD Career Center and John Glenn High School which meet the requirements outlined in the Act to qualify as Michigan Green Schools. All four schools have once again submitted 20 or more points that meet the requirements so they will be awarded the Evergreen Level Michigan Green Schools Designation.

**Finance & Economics:**

**No general funds required.**

**Recommendation:**

Request that the Bay County Board of Commissioners join the State of Michigan in recognizing the participating schools at their April 12, 2016 meeting in celebration of Earth Day. The Schools to be recognized are: All Saints Central Elementary School, Auburn Area Catholic School, Bay-Arenac ISD Career Center and John Glenn High School all as Evergreen Level Michigan Green Schools for their work to promote sound environmental stewardship and energy conservation.

cc: Tom Hickner, Laura Ogar, Deanne Berger, Crystal Hebert, Amber Davis-Johnson, Bob Redmond, Debbie Russell  
Donald Tilley

**BAY COUNTY BOARD OF COMMISSIONERS**

**APRIL 12, 2016**

**RESOLUTION**

**BY: WAYS AND MEANS COMMITTEE (4/5/16)**

**WHEREAS, In 2010 the Bay County Board of Commissioners approved participation in the Michigan Green School Initiative which grants "Michigan Green School" designation to any public or private school in Michigan that meets certain criteria; and**

**WHEREAS, In 2012 the Board of Commissioners approved continued participation in this program with administration of the program being provided through the Department of Environmental Affairs and Community Development; and**

**WHEREAS, This year Michigan Green School applications have been received from All Saints Catholic Elementary School, the Auburn Area Catholic School, Bay-Arenac ISD Career Center, and John Glenn High School, all meeting the requirements outlined in the Act to qualify as a Michigan Green School; and**

**WHEREAS, All four (4) schools, All Saints Catholic Elementary School, the Auburn Area Catholic School, Bay-Arenac ISD Career Center and John Glenn High School, have each submitted 20 or more points and meet the requirements to be awarded the Evergreen Level MI Green School designation; Therefore, Be It**

**RESOLVED That the Bay County Board of Commissioners and Bay County Executive go on record recognizing the hard work and commitment to promote sound environmental stewardship and energy conservation shown by All Saints Catholic Elementary School, the Auburn Area Catholic School, Bay-Arenac ISD Career Center and John Glenn High School in achieving their Evergreen Level MI Green School designation.**

**KIM COONAN, CHAIR  
AND COMMITTEE**

**Env Affairs - Michigan Green Schools**

**MOVED BY COMM. \_\_\_\_\_**

**SUPPORTED BY COMM. \_\_\_\_\_**

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

**VOTE TOTALS:**

**ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_**

**VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_**

**DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_**

## RECREATION & FACILITIES



## BAY COUNTY

**CRISTEN GIGNAC, DIRECTOR**  
gignacc@baycounty.net

**THOMAS L. HICKNER**  
County Executive

**Jon Morse, Buildings & Grounds Supervisor**  
morsej@baycounty.net

Tel: (989) 895-4132  
Fax: (989) 895-2094  
TDD: (989) 895-4049

**Brent Goik, Recreation Manager**  
goikb@baycounty.net

**Beth Trahan, Recreation Coordinator**  
trahanb@baycounty.net

To: Kim Coonan, Chairman of Ways & Means Committee  
From: Cristen Gignac, Director of Recreation & Facilities  
Date: March 22, 2016  
Subject: Boys & Girls Club Summer Program

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**Request:** Authorize the renewal of our contract with the Boys & Girls Club for the Summer Recreation Program.

**Background:** For several years now The Boys & Girls Club of Bay County has run a summer program for children at their Bay City, Essexville and Pinconning units. This program ensures children of Bay County have a safe and fun learning environment and offers a variety of activities. Bay County has provided necessary funding for this program in previous years, which has contributed to its success.

The Bay City Public Schools has informed me that they will continue to provide food for children at this location as well as other local sites. The Summer Food Service Program will be funded by the USDA meal reimbursement program administered by the Michigan Department of Education.

**Economics:** The contribution of \$13,000 has been budgeted in the 2016 recreation budget.

**Recommendation:** Approve contracting with the Boys & Girls Club of Bay County for their summer recreation program and authorize the Board Chairman to sign this contract on behalf of Bay County upon review and approval as to legal form only by Corporation Counsel.

cc: Tom Hickner                      Crystal Hebert                      Kim Priessnitz  
Tiffany Jerry                      Ginger Drzewicki

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**BOYS & GIRLS CLUBS**  
OF THE GREAT LAKES BAY REGION

**2015 Bay County Summer Recreation Grant**

**The following is a re-cap of our 2015 Summer Program –  
funded by Bay County Recreation Grant**

**Summer Highlights:**

The “free breakfast” program served 5,564 children in Bay County and the “free lunch” program served 10,744 children at your Boys & Girls Clubs during our 10 weeks of summer program

**Average Daily Attendance (ADA)** for the month of June was 313; July ADA was 344 and August ADA was 335.

Each of our 3 Bay County Units were open Monday – Friday from 8:00 am – 4:30 pm for 10 weeks during summer. **We kicked off Monday June 15 through Friday August 21.**

**Outstanding growth in AfterSchool, Educational and summer programs:**

**2015 Registered Membership**

**Organization Wide:** 2,273 which reflect an 18% increase in registered membership. Our three Bay County Units account for 1,380 registered members or 61% served in Bay County

**Bay City:**

664 registered members with 291 Club members with us over 2-years  
263 receive free or reduced lunches during the school year and 557 are from single parent households  
154 on average were with us every day during summer program  
6,325 breakfast and lunch meals provided during summer program at no cost to our children  
1,033 snacks provided during summer program at no cost to our children

**Essexville:**

404 registered members 120 Club members with us over 2-years  
393 receive free or reduced lunches during the school year and 67 are from single parent households  
78 on average were with us every day during summer program  
5,705 breakfast and lunch meals provided during summer program at no cost to our children  
1,237 snacks provided to our children at no cost during summer program to our children

**Pinconning:**

312 registered members with 115 Club members with us over 2-years  
304 receive free or reduced lunches during the school year and 67 are from single parent households  
83 on average were with us every day during summer program  
4,278 breakfast and lunch meals provided during summer program at no cost to our children

**Gardening Club** was new this year for 10 weeks. We had **87 members** participated in preparing, planting, weeding, and harvesting tomatoes, peas and string beans. Various herbs and flowers were also planted. This educational activity allowed many healthy eating habits, living a healthy lifestyle and teambuilding activities.

**“Everybody Birthday Party”** was implemented and celebrated each month for everyone. All members during the summer enjoyed a day together to celebrate their birthdays and be honored by other Club members and staff. This was very successful to acknowledge our members who joined us every day to look forward to this event. An average of **102** kids were served each month.

#### **10 weeks of summer Average Daily Attendance (ADA)**

**June** – Bay City had 138 on average; Essexville served 88 on average and Pinconning 87 on average per day

**July** – Bay City had 157 on average; Essexville 94 on average and Pinconning 93 on average per day

**August** – Bay City had 154 on average; Essexville 106 on average and Pinconning 75 on average per day

**Swimming classes and fun**– Every Tuesday and Thursday our members attended the YMCA for swimming classes who needed lessons on water safety. Advanced members attended the **Community Center** for a great day of swimming, exercising while having fun. All our activities are about having fun with an educational twist. Throughout the summer, **117** kids participated in swimming.

**DNR Field Trip at Bay City State Park** was a great success. Members attended once a week throughout the summer, **448** kids enjoyed the State Park and a variety of activities such Splash pad and playground.

**Educational days at the Heritage House.** **110** members enjoyed time touring and learning about the history of the Heritage House. A tour guide assisted our Club members with facts and knowledge of the house. Our kids were very interested and enjoyed this field trip very much.

In May 2015 – we kicked off our **“Healthy Michigan Today”** program and partnered with United Way of Bay County and SVSU - NFL Play 60. During this day of staying active **313** members at the Bay City Unit participated in 60 minutes of football, baseball, soccer, obstacle courses to promote Healthy Habits / Triple Play activities.

As part of the “Healthy Michigan Today” the **Health Mobile Unit** attended our Bay City and Pinconning Units to go through a “free” health screening. We provided **210** of our kids with free eye exams and health screenings.

**Dress-Up Week** to wind down summer programs were held for a week long “dress-up” competition where members were excited to walk the runway showcasing their “future job attire” their infamous “hippie attire”, “camo attire” “favorite movie character” and then finding someone in their Club to be their “twin” for twin day. This new activity helped our members with creativity, building friendships, and most of all a place where they know they “fit” in and are accepted.

Your Boys & Girls Clubs is growing, serving more children every day, increasing average daily attendance, recruiting mentors, retired teachers and Interns to help support us to support the number of kids we serve throughout 10 weeks of summer program.

**BAY COUNTY BOARD OF COMMISSIONERS**

**APRIL 12, 2016**

**RESOLUTION**

**BY:** WAYS AND MEANS COMMITTEE (4/5/16)

**WHEREAS,** With approval of the Bay County Board of Commissioners, for several years the Boys and Girls Club of Bay County and Pinconning have run a summer Recreation Program for children throughout Bay County; and

**WHEREAS,** The program ensures children of Bay County a safe and fun learning environment, offering a variety of activities; and

**WHEREAS,** The Bay County Board of Commissioners has always been supportive of summer programs for the youth of Bay County and has provided funding necessary for this successful program; and

**WHEREAS,** The Bay City Public Schools has advised that they will continue to provide food for children at the local sites and the Summer Food Service Program will be funded by the USDA meal reimbursement program administered by the Michigan Department of Education; and

**WHEREAS,** The funding required (\$13,000) is included in the 2016 Recreation Department budget; Therefore, Be It

**RESOLVED** That the Bay County Board of Commissioners approves the Boys and Girls Summer Recreation Program, monies budgeted in the adopted 2016 Recreation Department budget; Be It Further

**RESOLVED** That the Chairman of the Board is authorized to execute any documentation required for the Summer Recreation Program on behalf of Bay County following legal review/approval; Be It Finally

**RESOLVED** That related budget adjustments, if required, are approved.

**KIM COONAN, CHAIR  
AND COMMITTEE**

**Recreation&Facilities - Summer Recreation Program - Boys and Girls Club**

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

## RECREATION & FACILITIES

**CRISTEN GIGNAC, DIRECTOR**

[gignacc@baycounty.net](mailto:gignacc@baycounty.net)

**Jon Morse, Buildings & Grounds Supervisor**

[morsej@baycounty.net](mailto:morsej@baycounty.net)

**Beth Trahan, Recreation Coordinator**

[trahanb@baycounty.net](mailto:trahanb@baycounty.net)



## BAY COUNTY

**THOMAS L. HICKNER**

County Executive

Tel: (989) 895-4132  
Fax: (989) 895-2094  
TDD: (989) 895-4049

TO: Kim Coonan, Chairman of the Ways & Means Committee and Commissioners

FROM: Cristen Gignac

DATE: March 30, 2016

RE: Golf Course Outing Fees

---

**REQUEST:** To add a tiered structure pricing system to the golf course fee schedule for group/outing business during peak time.

**BACKGROUND:** Golf outings are a source of income for many golf courses and the Bay County Golf Course is no exception. Golf outings are guaranteed tee times. A major benefit is their commitment to play. Our golf course can schedule golf outings in the morning and afternoon, as available, throughout the golfing season. On any given day when the weather is favorable tee times can be booked by transient or open play; however when the weather is non-favorable the transient golfer will likely stay home and not play. Outings will play unless the golf course becomes unplayable. In addition, it is more beneficial to fill a group of tee times rather than try and fill them one by one, thus guaranteeing those times.

The Bay County Golf Course has limited amenities to host a golf outing, as compared to other golf courses. Our course offers golf and cart. Many facilities have a full service food and beverage, a driving range, or a banquet center to offer the outing. We are initially at a disadvantage respective to amenities. Our goal is to increase outing revenue. In order to accomplish this, we must maintain our current outing business, help current business grow, and attract new outings to our course. This is why we are proposing a tiered pricing structure for golf outings that fits directly into our current fee schedule.

**ECONOMICS:** A tiered structure pricing system will keep us competitive in the market, allow us to maintain our current customers, encourage current customers grow their outings, and the possibility of attracting new outings to our facility.

-28-

The following is the breakdown of the proposed tier pricing schedule for outings for **peak time outings only**:

18 Holes with a Cart for Outings

- 39 or less players \$35.00 (current weekday peak rate)
- 40 – 70 players \$31.00
- 71 – and more players \$27.00 (Current Senior rate)

9 Holes with a Cart for Outings

- 39 or less players \$20.00 (current peak rate)
- 40 – and more players \$17.00 (current twilight rate)

All Senior Weekday Outing

- 39+ Player \$24.00

**RECOMMENDATION:** To add the proposed tier pricing structure for golf outings to the golf course fee schedule.

CC:  
Tom Hickner  
Crystal Hebert  
Bob Redmond

-29-

BAY COUNTY BOARD OF COMMISSIONERS

APRIL 12, 2016

RESOLUTION

- BY: WAYS AND MEANS COMMITTEE (4/5/16)
- WHEREAS, Golf outings are a source of income for many golf courses and the Bay County Golf Course is no exception; and
- WHEREAS, There are many benefits to golf outings, i.e.. golf outings are guaranteed tee times and a major benefit is their commitment to play; the golf course can schedule golf outings in the morning and afternoon, as available, throughout the golfing season; on any given day, when the weather is favorable, tee times can be booked by transient or open play; however when the weather is non-favorable the transient golfer will likely stay home and not play, however, outings will play unless the golf course becomes unplayable. In addition, it is more beneficial to fill a group of tee times rather than try and fill them one by one, thus guaranteeing those times; and
- WHEREAS, As the Bay County Golf Course has limited amenities to host a golf outing, as compared to other golf courses that have full service food and beverage, a driving range, or a banquet center to offer the outing, the Bay County Golf Course is at a disadvantage respective to amenities; and
- WHEREAS, The Bay County Golf Course offers golf and cart and the goal is to increase outing revenue, however, to accomplish this, Bay County must maintain its current outing business, help current business grow, and attract new outings to the Bay County course; and
- WHEREAS, To this end, it is proposed that a tiered pricing structure for golf outings be established that fits directly into the current Bay County Golf Course fee schedule; and
- WHEREAS, A tiered structure pricing system will keep the golf course competitive in the market, maintain current customers, encourage current customers to grow their outings, and ensure the possibility of attracting new outings to the County facility.
- WHEREAS, The following is the breakdown of the proposed tier pricing schedule for outings for peak time outings only:

18 Holes with a Cart for Outings

- 39 or less players \$35.00 (current weekday peak rate)
- 40 – 70 players \$31.00
- 71 – and more players \$27.00 (Current Senior rate)

9 Holes with a Cart for Outings

- 39 or less players \$20.00 (current peak rate)
- 40 – and more players \$17.00 (current twilight rate)

All Senior Weekday Outing

- 39+ Player \$24.00

RESOLVED That the Bay County Board of Commissioners approves the addition of the above outlined tier pricing structure for golf outings at the Bay County Golf Course and directs that the tier pricing for golf outings be added to the Bay County Golf Course Fee Schedule.

KIM COONAN, CHAIR  
AND COMMITTEE

-30-

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
 AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

## Deanne Berger

---

**From:** Kelly Rifenkark  
**Sent:** Monday, March 21, 2016 12:46 PM  
**To:** Deanne Berger  
**Cc:** Tom Hickner; Amber Johnson; Robert Redmond; Shawna Walraven; Crystal Hebert; Tiffany Jerry; Debra Russell  
**Subject:** Equalization

Deanne,

Please include the 2016 Equalization Reports on the Ways and Means April Agenda. I will have the report to you (preliminary) by March 30th at noon.



**BAY COUNTY BOARD OF COMMISSIONERS**

**APRIL 12, 2016**

**RESOLUTION**

**BY: WAYS AND MEANS COMMITTEE (4/5/16)**

**RESOLVED** By the Bay County Board of Commissioners that the Bay County Equalization Report for 2016, as presented, is approved and the Chairman of the Board is authorized to execute required documents related to the 2016 Bay County Equalization Report on behalf of Bay County.

**KIM COONAN, CHAIR  
AND COMMITTEE**

**2016 EQUALIZATION**

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

**VOTE TOTALS:**

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

**2016  
Equalization Report**



**BAY  
COUNTY**

**MICHIGAN • 1857**

**Preliminary**

# 2016 Equalization Report

	2015 <u>Equalized</u>	2016 <u>Equalized</u>	Percent of <u>Change</u>	2015 <u>Taxable</u>	2016 <u>Taxable</u>	Percent of <u>Change</u>
REAL	2,923,238,806	2,993,791,846	2.41%	2,561,288,052	2,541,683,786	-0.77%
PERSONAL	294,062,350	255,137,850	-13.24%	285,746,871	256,308,164	-10.30%
TOTAL	3,217,301,156	3,248,929,696	0.98%	2,847,034,923	2,797,991,950	-1.72%

.35-

# 2016 Equalization Report

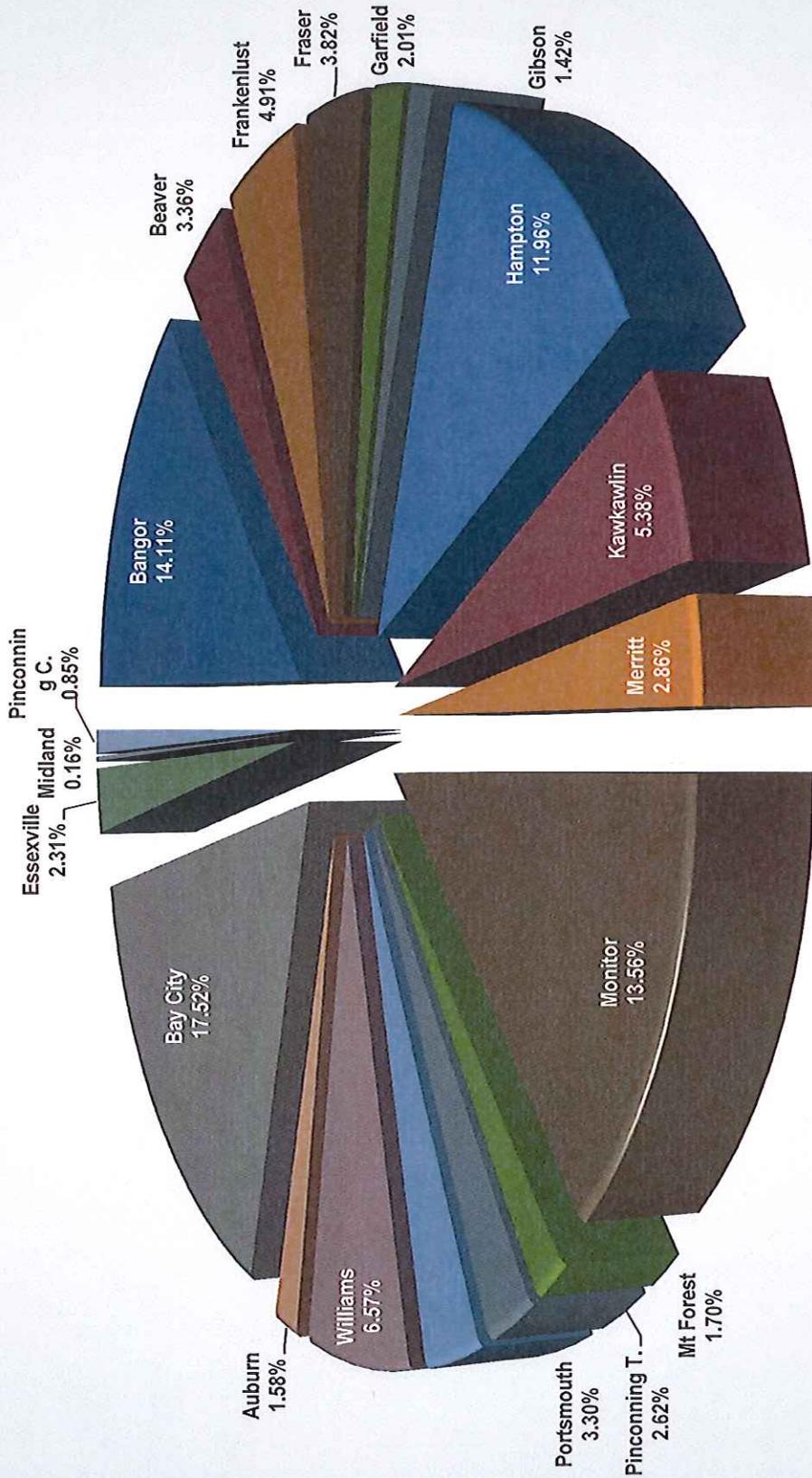
## Percent of County Total by Unit

Assessing Unit	2016	Percent of	2016	Percent of
	<u>Equalized</u>	<u>County Total</u>	<u>Taxable</u>	<u>County Total</u>
Bangor	458,450,450	14.11%	415,199,877	14.84%
Beaver	109,054,221	3.36%	79,090,789	2.83%
Frankenlust	159,500,500	4.91%	131,406,170	4.70%
Fraser	124,141,075	3.82%	93,603,979	3.35%
Garfield	65,309,950	2.01%	43,599,113	1.56%
Gibson	46,157,750	1.42%	27,838,182	0.99%
Hampton	388,493,300	11.96%	364,101,378	13.01%
Kawkawlin	174,682,950	5.38%	140,503,868	5.02%
Merritt	92,980,650	2.86%	61,703,553	2.21%
Monitor	440,710,100	13.56%	389,058,655	13.90%
Mt Forest	55,314,050	1.70%	38,577,107	1.38%
Pinconning T.	85,197,850	2.62%	65,742,647	2.35%
Portsmouth	107,076,300	3.30%	89,028,419	3.18%
Williams	213,412,750	6.57%	179,122,527	6.40%
Auburn	51,398,700	1.58%	50,718,589	1.81%
Bay City	569,122,550	17.52%	525,220,150	18.77%
Essexville	75,160,200	2.31%	72,421,938	2.59%
Midland	5,277,100	0.16%	4,641,959	0.17%
Pinconning C.	27,489,250	0.85%	26,413,050	0.94%
Totals	3,248,929,696	100.00%	2,797,991,950	100.00%

-36-

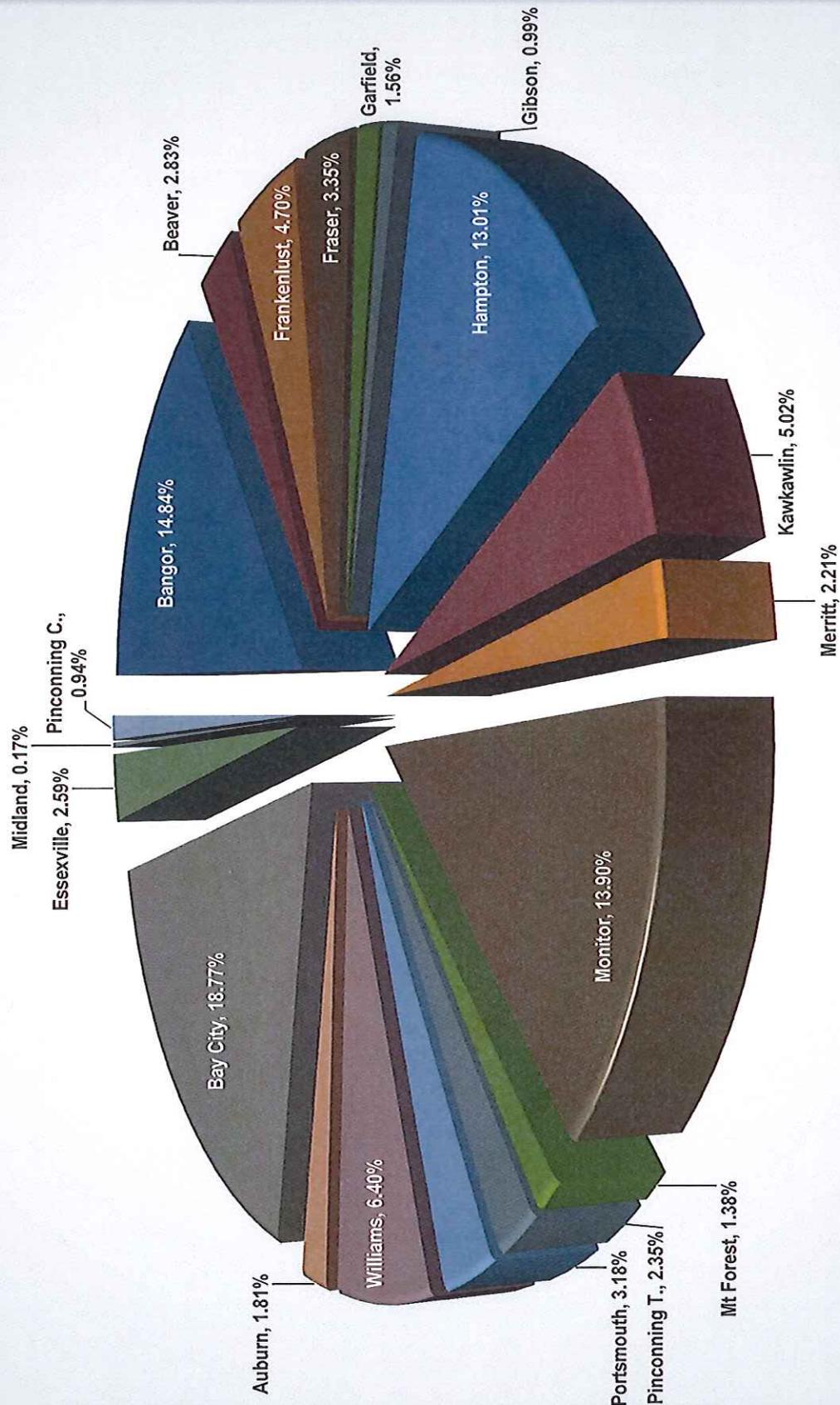
# 2016 Equalization Report

## State Equalized Value by Unit



# 2016 Equalization Report

## Taxable Value by Unit



Real & Personal Property

Assessing Unit	2015 <u>Equalized</u>	2016 <u>Equalized</u>	Percent <u>Change</u>	2015 <u>Taxable</u>	2016 <u>Taxable</u>	Percent <u>Change</u>
Bangor	445,647,900	458,450,450	2.87%	419,466,602	415,199,877	-1.02%
Beaver	98,830,232	109,054,221	10.35%	79,198,460	79,090,789	-0.14%
Frankenlust	150,532,750	159,500,500	5.96%	130,479,358	131,406,170	0.71%
Fraser	115,560,594	124,141,075	7.43%	93,611,155	93,603,979	-0.01%
Garfield	62,352,730	65,309,950	4.74%	42,981,478	43,599,113	1.44%
Gibson	42,374,900	46,157,750	8.93%	27,401,589	27,838,182	1.59%
Hampton	405,626,500	388,493,300	-4.22%	388,759,369	364,101,378	-6.34%
Kawkawlin	167,535,410	174,682,950	4.27%	141,523,410	140,503,868	-0.72%
Merritt	93,702,100	92,980,650	-0.77%	61,114,643	61,703,553	0.96%
Monitor	438,991,800	440,710,100	0.39%	379,276,157	389,058,655	2.58%
Mt Forest	53,081,150	55,314,050	4.21%	37,313,083	38,577,107	3.39%
Pinconning T.	83,628,550	85,197,850	1.88%	66,026,474	65,742,647	-0.43%
Portsmouth	102,679,400	107,076,300	4.28%	88,603,364	89,028,419	0.48%
Williams	219,610,000	213,412,750	-2.82%	191,891,858	179,122,527	-6.65%
Auburn	52,151,100	51,398,700	-1.44%	51,124,500	50,718,589	-0.79%
Bay City	576,703,190	569,122,550	-1.31%	543,757,184	525,220,150	-3.41%
Essexville	75,270,500	75,160,200	-0.15%	73,096,648	72,421,938	-0.92%
Midland	5,401,100	5,277,100	-2.30%	4,341,904	4,641,959	6.91%
Pinconning C.	27,621,250	27,489,250	-0.48%	27,067,687	26,413,050	-2.42%
Totals	3,217,301,156	3,248,929,696	0.98%	2,847,034,923	2,797,991,950	-1.72%



**BAY COUNTY  
BUILDINGS & GROUNDS DIVISION**

Thomas L. Hickner  
County Executive

---

JON M. MORSE  
*Supervisor of Buildings & Grounds*  
[morsej@baycounty.net](mailto:morsej@baycounty.net)

TO: KIM COONAN  
CHAIRMAN OF WAYS & MEANS

FROM: JON MORSE *JM*  
SUPERVISOR OF BUILDINGS & GROUNDS

RE: GAS TRANSPORTATION

DATE: MARCH 23, 2016

**BACKGROUND:**

Constellation New Energy is our current Gas Transportation provider who have been for several years due to their pricing. We are at the end of our three year period so we need to secure a current gas rate. I have talked to Javier Munoz, our representative at Constellation, and have discussed our history and the latest market trends. The current gas prices are at a 17 year low with the possibility of a price rebound. It would be in our best interest to take advantage of the current market price. Over the last three years (2013-2015) we saved \$58,178.00 on all our accounts combined when compared to Consumers Energy average rate.

**RECOMMENDATION:**

We respectfully request permission to pursue a seasonal contract with Constellation New Energy over the next three years with Corporation Counsel concurrence and Board Chairman to sign for price variances and all related documents during that time frame.

cc: Cristen Gignac  
Amber Johnson  
Shawna Walraven

BAY COUNTY BOARD OF COMMISSIONERS

APRIL 12, 2016

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/5/16)

WHEREAS, For the past several years, Bay County’s gas transportation provider has been Constellation New Energy based on their pricing, however, it is the end of a three-year period so there is a need to secure a current gas rate; and

WHEREAS, In discussions with a representative of Constellation New Energy about the County’s past history and the latest market trends with the current gas prices at a 17-year low, with the possibility of a rebound, it would be in the best interest of Bay County to take advantage of the current market price; and

WHEREAS, For the period 2013 to 2015, Bay County has saved \$58,178 on all accounts combined when compared with the Consumers Energy average rate; Therefore, Be it

RESOLVED That the Bay County Board of Commissioners approves a seasonal contract with Constellation New Energy for a three-year period (2016 - 2018) and authorizes the Chairman of the Board to execute said contract, price variances, and all related documents on behalf of Bay County following legal review/approval; Be It Further

RESOLVED That related budget adjustments, if required, are approved.

KIM COONAN, CHAIR AND COMMITTEE

Bldgs & Grnds - Gas Transportation

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_



**BAY COUNTY  
BUILDINGS & GROUNDS DIVISION**

Thomas L. Hickner  
County Executive

JON M. MORSE  
Supervisor of Buildings & Grounds  
[morsej@baycounty.net](mailto:morsej@baycounty.net)

TO: KIM COONAN  
WAYS & MEANS CHAIR

FROM: JON MORSE *JM*  
BUILDINGS & GROUNDS SUPERVISOR

DATE: MARCH 28, 2016

RE: COMPLETED PAINTING PROJECTS TO DATE

The painters have completed numerous projects listed as follows:

- County Building:
  1. First floor – entire Treasurer’s office.
  2. Second floor – Lobby area & Veteran’s offices.
  3. Third floor – North lobby & offices, including Great Program, exercise & break rooms.
  4. Fourth floor – North lobby, conference rooms, break room & Corporate Counsel office.
  5. Fifth floor – entire floor plus back entrance vestibule & radiators.
  6. Sixth floor – lobby & Drain offices & file rooms.
  7. Seventh floor completed.
  8. Eighth floor – lobby, ISD Directors office, staff offices, conference room & war room.
  9. Both North & South entire stairwells from top to bottom were repaired & painted. This specific project took longer due to the number of floors & ceiling height.
- Juvenile Home: Approximately 75% of the building is completed which included:
  1. Entire second floor – three offices, classroom, restroom & lobby area.
  2. Gymnasium, classrooms and North Pod areas.
  3. Stairwells front & back are completed.
  4. All residents rooms on both East & West wings.
  5. Exterior doors & trim work completed.
- Fairgrounds:
  1. Both bathrooms & showers painted inside & outside.
  2. Storage barns used by Fair Board.
  3. All outside bleacher in the Grandstand area completed by work release inmates.
- Courts & Health Department facilities:

1. Marquee signs on Washington Avenue.
  2. All exterior doors & trim.
  3. Judge Keuvelaar's Chambers & his secretary's office.
  4. Hallway in Probate & Juvenile Courts.
  5. Prosecutor's Victims waiting room.
  6. Prosecutor's conference room.
- Pinconning Park:
    1. Staining of the bath house (completed by Park staff).
    2. Gazebo is presently being stained by Park staff.

Presently, 3 of the painters are working at the Civic Arena while the other 1 painter is working at the Juvenile Home kitchen.

Also to date, the balance remaining of the approved \$75,000 for wages is \$3,060.71.  
The remaining 2016 budget of the approved \$15,200 for supplies is \$11,373.16.

Although we have been able to tackle a big portion of our list, we still have several areas that are in need of painting. After carefully calculating the cost in wages to complete the below list, the total amount requested is \$41,000, although any additional funding would be greatly appreciated.

PAINTING PROJECTS NOT COMPLETED: (not in any specific order)

- County Building:
  1. Ground floor -- MSU Extension offices.
  2. Ground floor public restrooms and mailroom.
  3. Basement -- Boiler/Generator rooms.
  4. Second floor -- Veteran's offices
  5. ADDED: Register of Deeds and Clerk's offices
  6. Board Chambers..
- Juvenile Home: 25% remaining not completed areas:
  1. North end of building.
  2. Employee Break room & 2 adjoining restrooms.
  3. Library, including Activity rooms.
  4. Entire kitchen.
- Health Department:
  1. WIC offices.
  2. Emergency Prep & Health Ed rooms.
  3. Immunization Clinic.
  4. Old RISO room.

- Community Center:
  1. Men/Women's Locker rooms.
  2. Guard Shack-Pool area.
  3. Light poles on pool deck.
  
- Civic Arena:
  1. Inside all 9 locker rooms.
  2. Shower areas/floors.
  3. Concession stand inside area.
  4. ALL offices.
  5. Rink area walls.
  
- Central Dispatch / 911:
  1. Entire kitchen.
  2. Emergency Manager's office.
  3. Director's office.
  4. Men/Women's restrooms.
  
- Animal Control:
  1. Lobby & entrance walls.
  2. Main office.
  
- Fairgrounds:
  1. Outside restrooms – 2.
  2. Canteen building – inside & outside.
  
- Courts:
  1. Probate, Juvenile & Hearing rooms.
  2. Main and Rear hallways.
  3. District Court-Clerk's office.
  4. District Court- Probation office.
  5. Circuit Court – Main floor Administration offices.
  6. Court Facility doors-inside & outside.
  7. Gas piping-roof of Court Facility.
  8. Circuit / Probate Courts Breakroom.
  9. Judges Chambers – 5

\*DOES NOT INCLUDE THE COUNTY MARKET\*\*

Updated 3/29/16

BAY COUNTY BOARD OF COMMISSIONERS

APRIL 12, 2016

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (4/5/16)

WHEREAS, The Bay County Board of Commissioners previously appropriated \$75,000 (wages) and \$15,200 (supplies) in the 2016 budget for various painting projects at County facilities; and

WHEREAS, \$3,060.71 remains for wages and \$11,373.16 remains for supplies, however, even though a large portion of the painting project list has been completed, several areas in need remain unpainted; and

WHEREAS, After calculating the cost in wages to complete the remaining projects, \$41,000 is needed; and

WHEREAS, Currently three painters are working at the Civic Arena and one is working in the Juvenile Home kitchen; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners appropriates up to \$41,000 from Fund Balance to fund the remaining County painting projects; required budget adjustment is approved.

KIM COONAN, CHAIR AND COMMITTEE

Bldgs & Grnds - Painting Appropriation \$41,000

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_



**BAY COUNTY  
BUILDINGS & GROUNDS DIVISION**

Thomas L. Hickner  
County Executive

**JON M. MORSE**  
*Supervisor of Buildings & Grounds*  
[morsej@baycounty.net](mailto:morsej@baycounty.net)

**TO:** KIM COONAN  
WAYS & MEANS CHAIR

**FROM:** JON MORSE *JM*  
SUPERVISOR BUILDINGS & GROUNDS

**DATE:** MARCH 29, 2016

**RE:** STRUCTURAL ASSESSMENT CONTRACT FOR MARKET COLUMNS/PIERS

**REQUEST:**

Approve contract for additional engineering between MacMillian & Associates and Bay County for the repair detail and engineering on the bases for the columns/piers at the County Market located at Columbus Ave., Bay City, MI 48708.

**BACKGROUND:**

City officials have requested a review of the County Market concrete piers and bases for safety and Structural integrity. More engineering is required for specific detail design and drawings to address the bases at the County Market.

**ECONOMICS:**

Originally MacMillian & Associates was the low bidder when we started to address the Notice & Order from the City of Bay City. Funds do not exist within the Recreation and Facilities budget. We respectfully request \$3,500 from the General Fund for their services.

**RECOMMENDATION:**

Approve the contract with MacMillian & Associates in the amount of \$3,500 for the engineering, repair details and field services to the columns, piers and bases at the County Market. Requesting the committee's approval and authorize the Board Chair to sign any and all necessary documents with approval as to form by Corporation Counsel and to make any necessary budget adjustments.

Cc: Cristen Gignac                      Amber Johnson  
Shawna Walraven                      Crystal Hebert

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**BAY COUNTY BOARD OF COMMISSIONERS**

**APRIL 12, 2016**

**RESOLUTION**

**BY: WAYS AND MEANS COMMITTEE (4/5/16)**

**WHEREAS,** City officials have requested a review of the County Market concrete piers and bases for safety and structural integrity and MacMillian & Associates was the low bidder on this project; and

**WHEREAS,** More engineering is required for specific detail design and drawings to address the bases/piers at the County Market and MacMillian & Associates can provide these services at an additional cost of \$3,500; and

**WHEREAS,** As funds do not exist within the Recreation and Facilities budget to cover this additional expense, the Supervisor of Buildings and Grounds is requesting an appropriation of \$3,500 from the General Fund as well as approval of a contract with MacMillian and Associates for the engineering, repair details and field services for the columns, piers and bases at the County Market; Therefore, Be It

**RESOLVED** That the Bay County Board of Commissioners appropriates \$3,500 from Fund Balance for additional engineering services required for the columns/piers/bases at the Bay County Market; Be It Further

**RESOLVED** That the Chairman of the Board is authorized to execute a contract (and related documents) with MacMillian and Associates, on behalf of Bay County, for the engineering, repair details and field services for the columns, piers and bases at the County Market following legal review/approval; Be It Finally

**RESOLVED** That the required budget adjustments are approved.

**KIM COONAN, CHAIR  
AND COMMITTEE**

**Bldgs & Grnds - Appropriation & Structural Assessment Contract - County Market**

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

Thomas L. Hickner  
Bay County Executive

Tammy Roehrs  
Director



Bay County Building 2nd Floor, Suite 202  
515 Center Avenue  
Bay City, MI 48708-5123  
(989) 895-4100  
Toll Free (877) 229-9960

FAX (989) 895-4094  
TDD (989) 895-4049  
Web Site: [www.baycounty-mi.gov/aging](http://www.baycounty-mi.gov/aging)  
E-mail: [divonaging@baycounty.net](mailto:divonaging@baycounty.net)

To: Kim Coonan, Chairman, Ways & Means Committee  
From: Tammy Roehrs, Division on Aging Director  
Date: March 29, 2016  
Cc: Joel Strasz, Tom Hickner, Amber Johnson, Crystal Hebert, Robert Redmond  
RE: Request Permission to submit letter of intent to Region VII Area Agency on Aging to apply for funding for fiscal year 2016-2017.

**BACKGROUND:**

In the past, Region VII Area Agency on Aging will release for review and comment the proposed allocation chart for funding for the fiscal year beginning October 1, 2016. Once the chart has been approved for distribution, all interested service providers will be mailed a copy, along with a letter of intent form. The letter of intent must be submitted before the specified deadline for an organization to apply for funding.

**FINANCE AND ECONOMICS:**

The Division on Aging is expected to meet the deadline for submission of the letter of intent and the subsequent due date for the complete grant proposal in order to be considered for future grant funding. Because there is a short turnaround time, I am requesting authorization to proceed with meeting these deadlines for the new fiscal year. There would be hardship for area seniors if these funds were not available to provide financial support for services in the new year.

**RECOMMENDATION:**

Upon favorable review by Corporation Counsel, the Division on Aging recommends submitting to Region VII Area Agency on Aging the letter of intent to apply for funding for fiscal year 2016-2017 and that the Division on Aging be authorized to prepare and submit the grant application for funding for the same fiscal year. All budget revisions resulting from this application are considered approved.

**BAY COUNTY BOARD OF COMMISSIONERS**

**APRIL 12, 2016**

**RESOLUTION**

- BY:** **WAYS AND MEANS COMMITTEE (4/5/16)**
- WHEREAS,** Soon, as in the past, Region VII Area Agency on Aging will release for review and comment, the proposed allocation chart for funding for the fiscal year beginning October 1, 2016 and, once the chart has been approved for distribution, all interested service providers will be mailed a copy, along with a letter of intent form; and
- WHEREAS,** The letter of intent must be submitted before the specified deadline for an organization to apply for funding; and
- WHEREAS,** The Division on Aging is expected to meet the deadline for submission of the letter of intent and the subsequent due date for the complete grant proposal in order to be considered for future grant funding; and
- WHEREAS,** Due to the short turnaround time, the Director of Division on Aging is requesting authorization to submit the required documents and meet the deadlines for the new fiscal year to avoid any hardship for area seniors if these funds are not available to provide financial support for services in the new year; Therefore, Be It
- RESOLVED** By the Bay County Board of Commissioners that the Director of Division on Aging is authorized to submit to Region VII Area Agency on Aging the Letter of Intent to apply for funding for FY 2016-2017; Be It Further
- RESOLVED** That the Director of Division on Aging is authorized to prepare and submit the grant application for funding for the same fiscal year; Be It Further
- RESOLVED** That the Chairman of the Board is authorized to execute the grant documents (application, grant award, all related required documents) on behalf of Bay County following legal review/approval; Be It Further
- RESOLVED** That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Further
- RESOLVED** That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County.

**KIM COONAN, CHAIR  
AND COMMITTEE**

**DOA - Letter of Intent - Region VII**

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

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**BAY COUNTY BOARD OF COMMISSIONERS**

**APRIL 12, 2016**

**RESOLUTION**

**BY: WAYS AND MEANS COMMITTEE (4/5/16)**

**RESOLVED** That the Bay County Board of Commissioners hereby approves the claims against the County as follows:

**ACCOUNTS PAYABLE:**

03/09/16	\$ 344,429.06
03/16/16	\$ 683,794.00
03/23/16	\$ 378,883.36

**BAYANET:**

**HOUSING (Center Ridge Arms):**

03/09/16	\$ 39,384.67
----------	--------------

**KIM COONAN, CHAIR  
AND COMMITTEE**

**Payables-April**

MOVED BY COMM. \_\_\_\_\_

**SUPPORTED BY COMM.**

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				DONALD J. TILLEY							

**VOTE TOTALS:**

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
 VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
 AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_

**RESOLUTION**

NO. \_\_\_\_\_

BY:                   WAYS AND MEANS COMMITTEE                   04/05/2016

RESOLVED:           By this Board of Commissioners of Bay County, Michigan, that the following Budget Adjustments are hereby approved on 04/12/2016 and, if required, the Chairman of the Board is hereby authorized to execute any documentation necessary for said Budget Adjustments on behalf of Bay County:

Journal Request Number	Fund Involved Department Involved	Favorable Impact	Unfavorable Impact	No Impact
2016-04-002	<b>GENERAL FUND</b> BOARD OF COMMISSIONERS CRIME VICTIMS RIGHTS-VOCA GRNT Total GENERAL FUND	\$6,477		
	ADJUST 2015-2016 BUDGET FOR VICTIMS OF CRIME ACT GRANT. THE ACTUAL GRANT AWARD WAS INCREASED TO \$75,000.			
2016-04-003	<b>HEALTH DEPT - DIST HEALTH FUND</b> CSHC-CHILD SPECIAL HEALTH CARE CSHC-CHILD SPEC HLTH OCT-DEC Total HEALTH DEPT - DIST HEALTH FUND			X
	BUDGET FOR FULL TIME CHILDRENS SPECIAL HEALTH CARE SERVICES PROGRAM NURSE, CSHCS. THE FUNDING SOURCE FOR THIS POSITION IS THROUGH THE STATE OF MICHIGAN REIMBURSEMENTS AND MEDICAID REVENUE. NO GENERAL FUND DOLLARS ARE REQUIRED.			
2016-04-004	<b>SOLDIERS' RELIEF FUND</b> VETERANS COUNSELOR SERVICES SOLDIERS AND SAILORS RELIEF Total SOLDIERS' RELIEF FUND		\$14,500	
	TO BUDGET FOR A PART TIME CONTRACTUAL CLERICAL POSITION FOR SOLDIERS RELIEF FUND. HOURLY RATE OF PAY IS \$10.00 AND NOT TO EXCEED 25 HOURS PER WEEK. PLUS BUDGET FOR A COMPUTER AND COMPUTER SOFTWARE AT A COST OF \$1,500.			
2016-04-005	<b>GENERAL FUND</b> ENVIRONMENTAL AFFAIRS Total GENERAL FUND			X
	TO BUDGET THE PARTNERSHIP FOR SAGINAW BAY WATERSHED GRANT IN THE AMOUNT OF \$12,500. BOARD OF COMMISSIONERS APPROVED THIS GRANT BY BOARD RESOLUTION 2015-224.			

Kim Coonan, Chairman W. & M. and Committee

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## Budget Adjustment Detail

Journal Request Number **2016-04-002**

Ref: VOCA

Desc: VOCA GRANT

Eff Date: 04/12/2016

Org / Object	Description	I/D	Amount
<b>GENERAL FUND</b>			
<b>BOARD OF COMMISSIONERS</b>			
10110100 40001	FUND BALANCE	D	6,477
<b>CRIME VICTIMS RIGHTS-VOCA GRNT</b>			
10126703 50100	FEDERAL GRANTS	I	13,691
10126703 71900	OTHER FRINGE BENEFITS (DETAIL)	I	1,539
10126703 72700	OFFICE SUPPLIES	I	75
10126703 72800	PRINTING AND BINDING	I	2,000
10126703 72900	POSTAGE	I	500
10126703 75100	COMPUTER SUPPLIES	I	500
10126703 86100	CONFERENCE FEES & EXPENSES	I	300
10126703 86500	STATE TRAVEL MILEAGE	I	800
10126703 96741	COMPUTER HARDWARE EXPENSE	I	1,500
<b>Total GENERAL FUND</b>		Favorable	Unfavorable
		\$6,477	\$0

**Explanation**

ADJUST 2015-2016 BUDGET FOR VICTIMS OF CRIME ACT GRANT. THE ACTUAL GRANT AWARD WAS INCREASED TO \$75,000.

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# Budget Adjustment Detail

Journal Request Number **2016-04-003**

Ref: HEALTH

Desc: H. NURSE

Eff Date: 04/12/2016

Org / Object	Description	I/D	Amount
<b>HEALTH DEPT - DIST HEALTH FUND</b>			
<b>CSHC-CHILD SPECIAL HEALTH CARE</b>			
22160300	68002	MEDICAID	I 2,529
22160300	68300	REIMBURSEMENTS-STATE	I 52,500
22160300	70400	WAGES-CLERICAL-OTHER FULL TIME	I 37,226
22160300	71500	SOCIAL SECURITY	I 2,848
22160300	71600	HEALTH INSURANCE	I 10,896
22160300	71700	LIFE INSURANCE	I 41
22160300	71800	RETIREMENT	I 2,978
22160300	72100	WORKERS' COMPENSATION	I 56
22160300	72200	SICK AND ACCIDENT INSURANCE	I 428
22160300	72301	UNIFORM ALLOWANCE	I 500
22160300	72500	UNEMPLOYMENT COMPENSATION	I 56
<b>CSHC-CHILD SPEC HLTH OCT-DEC</b>			
22160381	68002	MEDICAID	I 677
22160381	68300	REIMBURSEMENTS-STATE	I 17,500
22160381	70400	WAGES-CLERICAL-OTHER FULL TIME	I 12,409
22160381	71500	SOCIAL SECURITY	I 949
22160381	71600	HEALTH INSURANCE	I 3,632
22160381	71700	LIFE INSURANCE	I 13
22160381	71800	RETIREMENT	I 993
22160381	72100	WORKERS' COMPENSATION	I 19
22160381	72200	SICK AND ACCIDENT INSURANCE	I 143
22160381	72500	UNEMPLOYMENT COMPENSATION	I 19
			Favorable      Unfavorable
<b>Total HEALTH DEPT - DIST HEALTH FUND</b>			<b>\$0                      \$0</b>

**Explanation**

BUDGET FOR FULL TIME CHILDRENS SPECIAL HEALTH CARE SERVICES PROGRAM NURSE, CSHCS. THE FUNDING SOURCE FOR THIS POSITION IS THROUGH THE STATE OF MICHIGAN REIMBURSEMENTS AND MEDICAID REVENUE. NO GENERAL FUND DOLLARS ARE REQUIRED.

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## Budget Adjustment Detail

Journal Request Number **2016-04-004**

Ref: S. REL

Desc: S.RELIEF

Eff Date: 04/12/2016

Org / Object	Description	I/D	Amount
<b>SOLDIERS' RELIEF FUND</b>			
<b>VETERANS COUNSELOR SERVICES</b>			
29368400 80200	CONTRACTUAL SERVICES	I	13,000
29368400 96741	COMPUTER HARDWARE EXPENSE	I	1,200
29368400 96742	COMPUTER SOFTWARE EXPENSE	I	300
<b>SOLDIERS AND SAILORS RELIEF</b>			
29368900 40001	FUND BALANCE	I	14,500
		Favorable	Unfavorable
<b>Total SOLDIERS' RELIEF FUND</b>		<b>\$0</b>	<b>\$14,500</b>

**Explanation**

TO BUDGET FOR A PART TIME CONTRACTUAL CLERICAL POSITION FOR SOLDIERS RELIEF FUND. HOURLY RATE OF PAY IS \$10.00 AND NOT TO EXCEED 25 HOURS PER WEEK. PLUS BUDGET FOR A COMPUTER AND COMPUTER SOFTWARE AT A COST OF \$1,500.

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# Budget Adjustment Detail

Journal Request Number **2016-04-005**

Ref: S.BAYW

Desc: S.BAYWATER

Eff Date: 04/12/2016

Org / Object	Description	I/D	Amount
GENERAL FUND			
ENVIRONMENTAL AFFAIRS			
10128700 53900	STATE GRANTS	I	12,500
10128700 80200	CONTRACTUAL SERVICES	I	12,500
<b>Total GENERAL FUND</b>		Favorable	Unfavorable
		\$0	\$0

## Explanation

TO BUDGET THE PARTNERSHIP FOR SAGINAW BAY WATERSHED GRANT IN THE AMOUNT OF \$12,500. BOARD OF COMMISSIONERS APPROVED THIS GRANT BY BOARD RESOLUTION 2015-224.

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Description	Journal Number	2016 Fund Balance
Estimated Unaudited Unassigned Fund Balance or (Deficit) 12/31/2015		\$5,047,170
Previous years Assigned Fund Balance for P.O.'s *		\$0
Previous years Assigned Fund Balance for designation to balance 2016 Budget		\$253,258
		-----
Unassigned & Assigned Fund Balance or (Deficit) at 12/31/2015		\$5,300,428
		-----
2016 Budgeted Surplus /(Deficit)		-\$253,258
 BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH MARCH 2016		
-----		
Increase Community Center budget for purchase of exercise equipment	16-01-0454	-\$12,500
Incr.budget to purchase equipment for cardio drumming class at Community Center	16-01-0453	-\$300
Increase Corporation Counsel budget for internet expenses	16-02-0003	-\$5,670
Budget for cable expenditures for Civic Arena,CommunityCenter and Golf Course	16-02-0004	-\$2,900
Increase Secondary Road Patrol budget due to increased vehicle costs	16-02-0006	-1,160
Increase budget to repair the farmers market canopy	16-02-0313	-3,000
Increase temporary seasonal help for May through October the year 2016	16-03-0002	-5,250
Budget for outside consultants to develop procedures and loss preventions	16-03-0003	-5,000
		-----
March 30, 2016		-35,780
		-----
Unassigned Fund Balance or (Deficit) 3/30/2016		<u>\$5,011,390</u>



**BAY COUNTY  
FINANCE/INFORMATION SYSTEMS**

**Thomas L. Hickner**  
County Executive

**Crystal A. Hebert**  
Finance Officer  
[heberte@baycounty.net](mailto:heberte@baycounty.net)

**Kimberly A. Priessnitz**  
Assistant Finance Officer  
[priessnitzk@baycounty.net](mailto:priessnitzk@baycounty.net)

**Frances A. Moore**  
Purchasing/Housing Rehab  
[mooref@baycounty.net](mailto:mooref@baycounty.net)

**Julie A. Coppens**  
Information Systems Manager  
[coppensj@baycounty.net](mailto:coppensj@baycounty.net)

**TO:** Kim Coonan, Chairperson  
Ways & Means Committee

**FROM:** Crystal Hebert *CH*  
Finance Officer

**RE:** Executive Directive #2007-11

**DATE:** March 30, 2016

**REQUEST:**

Please place this memo on the April 5, 2016, agenda for your committee's information.

**BACKGROUND:**

On March 15, 2016 an e-mail was sent requesting departments to contact their grantor agencies to confirm their level of grant funding for the current year. As stated previously, the Finance Department would request monthly updates from these departments regarding their grant funding status and then provide a status update to your committee at your monthly meeting.

**ECONOMICS:**

As of the date of this missive, the following are the updates to the previous correspondence:

1. The state grantor agencies that have responded to department's requests indicate that funding levels for the state grants with regard to fiscal year 2015 and/or 2016 appear to have no changes, except what is noted below:
  - A. The Prosecutor Office received notice that the (VOCA) Victims of Crime Act grant (10126703) was increased to \$75,000.00 for the 2015-2016 fiscal year.

**RECOMMENDATION:**

To receive.

**c:** Tom Hickner  
Kim Priessnitz  
Tiffany Jerry