

WAYS AND MEANS COMMITTEE

AGENDA

TUESDAY, JULY 7, 2015

4:00 P.M.

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

- I CALL TO ORDER
- II ROLL CALL
- 1- 5 III MINUTES (6/2/15)
- IV PUBLIC INPUT
- V PETITIONS AND COMMUNICATIONS
- 6- 7 A. Bay County Clerk - Vacancy **(Seeking authorization to post/fill a temporary, full time Clerk Typist - proposed resolution attached)**
- 8-13 B. Drain Commissioner - Kerr-Jammer-Szymanski Drain **(Seeking approval of funding Agreement for referred to Drain Project; authorization for Board Chair to sign Agreement - proposed resolution attached)**
- 14-15 C. Region VII, Area Agency on Aging - FY 2016 Annual Implementation Plan **(Seeking approval of plan - separate attachment; proposed resolution attached)**
- 16-24 D. Requests for Region VII Funding from Golden Horizon and Lakeshore Legal Aid **(Seeking support for funding proposals - proposed resolution attached)**
- 25-39 E. Director of Environmental Affairs/Community Development - Invasive Species Grant **(Seeking authorization to make application for grant funding; seeking approval of CISMA Memorandum of Understanding; authorization for Board Chair to sign grant application documents and MOU - proposed resolution attached)**
- F. Remonumentation Program
- 40-41 1. Leica GS14 MSRN Rover Purchase **(Seeking authorization to purchase GS14 MSRN Rover Purchase utilization Remonumentation Funds; Board Chair authorized to execute documents, if required,; approval of related budget adjustment, if required - proposed resolution attached)**
- 42-43 2. Remonumentation Program Peer Review Group Appointments **(Seeking approval of recommended appointments - proposed resolution attached)**
- 44-46 G. 9-1-1 Director - Inclusion of Iosco County in Great Lakes Bay 9-1-1 Consortium **(Seeking approval of addition of Iosco County to Great Lakes Bay 9-1-1 Consortium - proposed resolution attached)**

- 47-48 H. Emergency Management Coordinator - Bay Alerts Vendor Service Agreement (**Seeking approval of Vendor Service Agreement with RAVE; authorization for Board Chair to sign required documents; approval of related required budget adjustments - proposed resolution attached**)
- 49-50 I. GIS Manager - Joint Bay County & Bay City GIS Web Viewer Service (**Seeking approval of Agreement with Amalgam, LLC for Web Viewer Service; authorization for Board Chair to sign all required documents; approval of related, required budget adjustments - proposed resolution attached**)
- 51-52 J. BCATS Director - Memorandum of Understanding between Bay City Area Transportation (BCATS) and Bay Metropolitan Transportation Authority (BMTA) (**Seeking approval of the MOU between BCATS and the BMTA; authorization for Board Chair to sign; approval of related, required budget adjustments - proposed resolution attached**)
- K. Personnel/Employee Relations
- 53-54 1. ACA Reporting Requirements (**Seeking approval of contractual arrangement with Health Decisions; \$10,000 appropriation from Fund Balance; authorization for Board Chair to sign required documents; approval of budget adjustment - proposed resolution attached**)
- 55-56 2. Cash Out of Accrued Sick & Vacation for Charlene Hogan (**Seeking approval of waiver of Personnel Policy to allow for payment of accrued sick and vacation, monies from Fund Balance - proposed resolution attached**)
- 57-60 L. Director of Administrative Services - Safety & Security Grant Application (**Seeking authorization to apply for RAP Grant funding; approval of \$10,000 for safety & security measures in County Building; authorization for Board Chair to sign all required documents; approval of required budget adjustments - proposed resolution attached**)
- M. Director of Recreation and Facilities
- 61-62 1. Waiver of Fairgrounds Use Fee for McLaren Bay Medical Foundation Fundraiser (**McLaren Bay Medical Foundation is requesting use of facilities at Fairgrounds and waiver the use fee on August 28th proposed resolution attached**)
- 63-64 2. Civic Arena User Fee Increase (**Seeking \$1.00 increase in fees, effective September 1, 2015 - proposed resolution attached**)
- 65-66 N. Health Director - Community Health Assessment funding from the Bay Area Community Foundation (**Seeking acceptance of grant funds and authorization for Board Chair to sign required documents - proposed resolution attached**)

- O. Finance Officer
 - 67 1. Budget Stabilization Fund (**Seeking increase in long-term advance to Budget Stabilization Fund, monies to come from General Fund Unassigned Fund Balance - proposed resolution attached**)
 - 68-71 2. Budget Adjustments: Division on Aging; Sheriff Dept. (**Proposed resolution attached**)
 - 72 3. Analysis of General Fund Equity 2015 (**Receive**)
 - 73 4. Executive Directive # 2007-11 (**Receive**)
 - 74 P. Payables: County; BAYANET; Center Ridge Arms
- VI REFERRALS
 - 75-78 A. Personnel/Human Services (6/16/15)
 - 1. Study of Work Processes/Work Flow in Clerk's Office (**Proposed resolution attached**)
- 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 THE WAYS AND MEANS COMMITTEE 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, JUNE 2, 2015, FOURTH FLOOR, BAY COUNTY BUILDING.

CALL TO ORDER BY CHAIR COONAN AT 4:02 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 P	Y	M/Y	Y	M/Y	Y	MY	Y	M/Y	Y	M/Y	Y	S/Y
MICHAEL J. DURANCZYK P	M/Y	S/Y	S/Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
VAUGHN J. BEGICK P	Y	Y	Y	Y	S/Y	Y	Y	Y	Y	Y	Y	Y
THOMAS M. HEREK P	Y	Y	Y	Y	Y	Y	S/Y	Y	S/Y	S/Y	Y	Y
MICHAEL E. LUTZ P	S/Y	Y	M/Y	S/Y	M/Y	S/Y	Y	S/Y	M/Y	Y	M/Y	Y
ERNIE KRYGIER, EX OFFICIO P	Y	Y	Y	Y	Y	Y	M/Y	Y	Y	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	Y	Y	Y	Y	Y	Y	Y	Y
DONALD J. TILLEY, V. CHRMN	M/Y	M/Y	Y	M/Y	Y	M/Y	Y	Y	S/Y	Y	M/Y	M/Y
MICHAEL J. DURANCZYK	S/Y	Y	S/Y	S/Y	Y	Y	Y	Y	Y	Y	Y	S/Y
VAUGHN J. BEGICK	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
THOMAS M. HEREK	Y	Y	M/Y	Y	Y	S/Y	Y	S/Y	MY	Y	Y	Y
MICHAEL E. LUTZ	Y	S/Y	Y	Y	S/Y	Y	S/Y	MY	Y	S/Y	S/Y	Y
ERNIE KRYGIER, EX OFFICIO	Y	Y	Y	Y	MY	Y	M/Y	Y	Y	M/Y	Y	Y

MOTION NO.

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

OTHERS PRESENT: T.HICKNER, C.GIGNAC, D.RUSSELL, A.DAVIS-JOHNSON, C.HEBERT, T.QUINN, K.PRIESSNITZ, J.REYNOLDS, T.JERRY, R.JIMINEZ, J.DECKERT, T.PUTT, B.KRAUSE, K.ASBURY, J.STRASZ, T.ROEHRS, F.MOORE, C.IZWORSKI, R.REDMOND, BAY 3 TV, D.BERGER

-/-

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MOTION NO.

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.

1 MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE MAY 5, 2015 WAYS AND MEANS COMMITTEE MEETING AS PRINTED.

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

2 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE JUSTICE ASSISTANCE GRANT (SHERIFF DEPT.).

3 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE 2016 CRP IV-D APPLICATION AMENDMENT (PROSECUTOR'S OFFICE).

4 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE 2016 CRP IV-E APPLICATION AMENDMENT (PROSECUTOR'S OFFICE).

5 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE 457 DEFERRED COMPENSATION FIDUCIARY LIABILITY POLICY RENEWAL (PERSONNEL DEPT.).

6 MOVED, SUPPORTED AND CARRIED TO RECEIVE THE WELLNESS INITIATIVES REPORT PROVIDED BY JEANIE DECKERT, WELLNESS COORDINATOR (PERSONNEL DEPT.).

7 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE BAY 3 TV RENEWAL AGREEMENT (ADMINISTRATIVE SERVICES).

8 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PURCHASE OF A NEW MAIL MACHINE (RECREATON AND FACILITIES).

WAYS AND MEANS COMMITTEE

MINUTES

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- 9 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE FUNDING (UP TO \$13,500) TO PURCHASE RADIOS FOR THE JUVENILE HOME.**
- 10 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE RESOLUTION ADDING SANILAC COUNTY TO THE NEXT GENERATION 9-1-1 PHONE SYSTEM INTERGOVERNMENTAL AGREEMENT (911 CENTRAL DISPATCH).**
- 11 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF APPLICATION FOR GRANT FUNDING FOR NALOXONE/NARCAN DISTRIBUTION TO POLICE AND FIRST RESPONDERS (HEALTH DEPT.).**
- 12 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF AMENDMENTS 3 AND 4 TO THE CPBC AGREEMENT (HEALTH DEPT.).**
- 13 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF AMENDMENT 2 TO THE MDEQ AGREEMENT (HEALTH DEPT.).**
- 14 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF ACCEPTANCE OF REGION VII AREA AGENCY ON AGING CARRYOVER FUNDS (DIVISION ON AGING).**
- 15 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PURCHASE OF 10 IN-VEHICLE GPS TRACKING AND LOGISTICS PLATFORMS (MOSQUITO CONTROL).**
- 16 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE FY 2016 COMMUNITY CORRECTIONS GRANT APPLICATION AND CONTRACTUAL AGREEMENTS (COMMUNITY CORRECTIONS).**
- 17 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE GENERAL FUND, BAYANET, AND CENTER RIDGE ARMS PAYABLES.**

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MOTION NO.

- 18 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE SUBMITTED BUDGET ADJUSTMENTS (FINANCE DEPT.)**
- 19 **MOVED, SUPPORTED AND CARRIED TO RECEIVE 2015 ANALYSIS OF GENERAL FUND EQUITY (FINANCE DEPT.).**
- 20 **MOVED, SUPPORTED AND CARRIED TO RECEIVE EXECUTIVE DIRECTIVE #2007-11 (FINANCE DEPT.).**
- 21 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED 2016 BUDGET CALENDAR/SCHEDULE (FINANCE DEPT.).**
- 22 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE REHMANN CHANGE ORDER PERTAINING TO PREPARATION OF CAFR AND IMPLEMENTATION OF GASB 67 (FINANCE DEPT.).**
- 23 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE AMENDMENT # 3 TO THE MSHDA GRANT (HOUSING DEPT.).**
- 24 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE REGIONAL HOUSING STUDY PARTICIPATION (HOUSING DEPT.).**
- 25 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION IN OPPOSITION TO SB 321.**
- 26 **MOVED, SUPPORTED AND CARRIED TO REFER THE FISH AND WILDLIFE GRANT APPLICATION AUTHORIZATION FOR INCLUSION ON THE JUNE 9TH BOARD AGENDA (ENVIRONMENTAL AFFAIRS).**

Commissioners Krygier and Coonan spoke to the events at the upcoming Beach Wellness event schedule for June 20th at the Bay City State Recreational Facility.

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MOTION NO.

Commissioner Duranczyk advised of the upcoming Cheese Town Challenge and Festival in Pinconning slated for June 19 and 20. There will be many festivities for everyone to enjoy.

There being no further business, it was

27 MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:40 P.M.).

Submitted by:

Deanne Berger

**Deanne Berger
Board Coordinator**



Courthouse Erected A.D. 1932

Cynthia A. Luczak
Bay County Clerk

515 Center Ave., Suite 101
Bay City, MI 48708-5941
Phone (989) 895-4280
Fax (989) 895-4284
TDD (989) 895-4049

June 18, 2015

Bay Co. Board of Commissioners
Ernie Krygier, Chairman
515 Center Avenue
Bay City, MI 48708

Personnel & Employee Relations
Tim Quinn
515 Center Avenue
Bay City, MI 48708

Board and Administration:

It is with regret that I must report the temporary absence of Sheila Shaw from the Secretary position of the Bay County Clerk office. On Tuesday, June 17, 2015 she experienced a fall which resulted in the fracture of her left shoulder. It is undetermined at this time, what the actual length of her leave will be.

I have also been verbally informed by retiree Gloria Wheeler, that she no longer wishes to continue her employment arrangement with this office as she will be turning 75 years of age and is experiencing some health issues.

Patti Shorkey and I had discussed her availability as a retiree and she had considered the possibility of a contractual arrangement for elections only.

The current Chief Deputy, Char Hogan, has been on the job for 11 days.

Given the circumstances, I am requesting the posting/advertising/filling of a full time Clerk Typist position for the Clerk office with immediate authorization for the Clerk to proceed. Thank you in advance.

Sincerely,

Cynthia A. Luczak
Bay County Clerk

BAY COUNTY BOARD OF COMMISSIONERS

7/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/7/15)

WHEREAS, Due to an accidental fall, an employee in the Bay County Clerk's office will be off work for an indefinite period of time; and

WHEREAS, The newly appointed Deputy County Clerk has been on the job since June 8, 2015; and

WHEREAS, Given these circumstances, the County Clerk's Office is currently understaffed; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes a full time, non represented, temporary Clerk Typist position at \$13.48/hr., no benefits, in the County Clerk's office during the existing medical leave of absence; Be It Further

RESOLVED That budget adjustments required are approved.

KIM COONAN, CHAIR AND COMMITTEE

County Clerk - Temporary Clerk Typist

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

Table with 12 columns: COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E. Rows include Michael J. Duranczyk, Ernie Krygier, Vaughn J. Begick, Kim J. Coonan, Thomas M. Herek, and Donald J. Tilley.

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

DISPOSITION: ADOPTED DEFEATED WITHDRAWN AMENDED CORRECTED REFERRED

BAY COUNTY DRAIN COMMISSIONER

JOSEPH RIVET
rivetj@baycounty.net

515 CENTER AVENUE, SUITE 601
BAY CITY, MICHIGAN 48708-5127
drainoffice@baycounty.net

PHONE (989) 895-4290
FAX (989) 895-4292
TDD (989) 895-4049
(HEARING IMPAIRED)

MEMORANDUM

TO: Ernie Krygier, Chair, Bay County Board of Commissioners

FROM: Joseph Rivet, Drain Commissioner 

DATE: June 12, 2015

RE: Kerr-Jammer-Szymanski Drain

As you may know, my office has been working to complete an improvement project for the Kerr-Jammer-Szymanski Drain which provides drainage in Kawkawlin Township. We are requesting approval of an agreement to finance the project.

As you recall from the previous projects, working with Treasurer Rick Brzezinski, we have come up with an innovative funding alternative that we believe saves this type of project tens-of-thousands of dollars. As you know, Mr. Brzezinski has significant funds to invest on an ongoing basis. Part of his investment strategy is purchasing municipal investments. He suggested he would like the opportunity to invest in a Bay County municipal offering as opposed to buying other county's debt.

The benefit to the Drainage District is that tens-of-thousands of dollars are saved by avoiding bonding costs or fees. The benefit for the County is the interest rate is a bit higher than other municipal investments. Both parties benefit.

Attached is an agreement prepared for the Ker-Jammer-Szymanski Drain. I have the Authority under the Drain Code to represent the Drain District. Your approval is necessary for Treasurer Brzezinski to provide the funding.

Like all of our projects, I have followed the Drain Code in developing this project. We have created the necessary assessment rolls and notified the impacted governmental units. No appeals have been filed, so the project and the repayment of the funds are secure.

We are requesting \$540,000 in funding. This has been a difficult project to address. We are confident we have done everything possible to make it as affordable as possible yet still address the flooding issues. Please do not hesitate to contact me with any questions.

C: R. Brzezinski
T. Hickner
D. Braigel

AGREEMENT FOR THE KERR-JAMMER-SZYMANSKI DRAIN

THIS AGREEMENT is made and entered into on _____, 2015, by and between the Kerr-Jammer-Szymanski (KJS) Drainage District (“Drainage District”), a public corporation under the supervision of the Bay County Drain Commissioner, 515 Center Avenue, Suite 601, Bay City, Michigan 48708; and

The County of Bay (“Bay County”), a Michigan municipal corporation, whose address is 515 Center Avenue, Suite 103, Bay City, Michigan 48708.

WITNESSETH:

WHEREAS, the Drainage District is a duly established drainage district and corporate body having the power to contract, hold, manage and dispose of real and personal property, and possessing those powers granted it by 1956 PA 40, as amended (“Michigan Drain Code”), and otherwise conferred upon it by law; and

WHEREAS, Bay County is a general law county and a duly established public corporation having the power to contract and to do all other necessary acts in relation to the property and concerns of the county pursuant to MCL 45.1, *et seq.*; and

WHEREAS, in accordance with the provisions of the Michigan Drain Code, the Drainage District has undertaken a project for maintenance and improvement of the KJS Drain (“Drain Project”); and

WHEREAS, the Drain Commissioner has made a Computation of Cost for the Drain Project, and arrived at an estimated total computed cost for the Drain Project of \$585,840; and

WHEREAS, the Drainage District has received prepayments from various assessed parties, thereby reducing the amount necessary to be loaned to \$540,000; and

WHEREAS, MCL 280.434 authorizes the Drainage District to accept the loan of money from a public corporation in connection with any part of a drain project to be reimbursed by the Drainage District, with interest as agreed upon by the parties, when funds are available; and

WHEREAS, subject to the terms and conditions of this Agreement, Bay County is willing to loan an amount not to exceed the total sum of \$540,000 to the Drainage District for purposes of the Drain Project, which sum is to be reimbursed to said County, with interest, from drain assessments made against public corporations at large and lands in the Drainage District, or out of the proceeds of drain orders, notes or bonds issued by the Drainage District, or out of any other available funds, or any combination of them, all pursuant to the provisions of the Michigan Drain Code; and

WHEREAS, the Drainage District pledges its full faith and credit to secure payment of its funding obligations hereunder.

NOW THEREFORE, in consideration of the premises and the covenants of each, the parties agree as follows:

1. **Loan by Bay County.** Bay County hereby agrees to loan funds to the Drainage District for the total cost of the Drain Project, but not to exceed the total amount loaned of \$540,000.
2. **Acceptance by Drainage District with Pledge of Full Faith and Credit.** The Drainage District accepts this loan of funds from Bay County in anticipation of the collection of future special assessments against property and at large assessments against public corporations in Bay County lying within the Drainage District. The Drain Commissioner hereby irrevocably pledges the full faith and credit of the Drainage District for the timely payment of the principal and interest on this loan.
3. **Repayment of Loan by Drainage District.** The Drainage District hereby acknowledges its debt to Bay County, and promises to pay Bay County the amount loaned, not to exceed the sum of \$540,000, and to pay interest thereon from the August 1, 2015, date of said loan until the Drainage District's obligation is paid in full at the rate of three percent (3.0%) per annum. Interest on the unpaid principal amount will be computed on a 360-day per annum basis and shall be payable on August 1, 2016, and annually thereafter. The Drainage District's loan repayment obligation will mature on August 1 of each year as follows:

Year	Interest	Principal	Payment	Ending Balance
2016	\$16,200.00	\$47,104.47	\$63,304.47	\$492,895.53
2017	\$14,786.87	\$48,517.60	\$63,304.47	\$444,377.93
2018	\$13,331.34	\$49,973.13	\$63,304.47	\$394,404.80
2019	\$11,832.14	\$51,472.33	\$63,304.47	\$342,932.47
2020	\$10,287.97	\$53,016.50	\$63,304.47	\$289,915.97
2021	\$8,697.48	\$54,606.99	\$63,304.47	\$235,308.98
2022	\$7,059.27	\$56,245.20	\$63,304.47	\$179,063.78
2023	\$5,371.91	\$57,932.56	\$63,304.47	\$121,131.22
2024	\$3,633.94	\$59,670.53	\$63,304.47	\$61,460.69
2025	\$1,843.82	\$61,460.69	\$63,304.51	\$0.00

The foregoing amounts are subject to appropriate modification to reflect prepayments made by the Drainage District as permitted by this Agreement.

4. **No Prepayment Penalty.** At its option and discretion, the Drainage District may make additional payments of principal at any time before such payments are due and may make full or partial prepayments of its obligations under this Agreement without prepayment charge or penalty.
5. **Agreement Does Not Affect County's Assessment.** Bay County understands and agrees that neither this Agreement nor any loans made pursuant to it shall relieve the County, in whole or in part, from any current or future assessments levied against it by the Drainage District.
6. **Miscellaneous Terms.** This Agreement shall be governed by the laws of the State of Michigan. If any provision is deemed invalid or unenforceable, the remainder of this Agreement shall remain in force to the fullest extent permitted by law. No amendment or modification of this Agreement shall be valid unless set forth in a written document signed by all parties.
7. **Entire Agreement.** This Agreement constitutes the entire agreement and understanding of the parties and is binding upon them, their employees, representatives, agents, and successors in interest.
8. **Execution of Agreement.** This Agreement may be executed in multiple parts at different times by the signatory parties, but it shall not become effective until and unless every party has executed a copy of the same version and all such executed copies have been received by the Drain Commissioner.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day(s) and year(s) set forth below.

COUNTY OF BAY

**KJS DRAIN
DRAINAGE DISTRICT**

By: Ernie Krygier, Jr.
Its: Chairman, Board of Commissioners

By: Joseph Rivet
Bay County Drain Commissioner

As authorized by the Bay County
Board of Commissioners on
_____, 2015.

STATE OF MICHIGAN)

)ss.

COUNTY OF BAY)

The foregoing instrument was acknowledged before me on _____, 2015, by Ernie Krygier, Jr., authorized representative on behalf of the County of Bay.

Notary Public
State of Michigan, County of Bay
My Commission Expires: _____
Acting in the County of Bay

STATE OF MICHIGAN)

)ss.

COUNTY OF _____)

The foregoing instrument was acknowledged before me on _____, 2015, by Joseph Rivet, Bay County Drain Commissioner, authorized representative on behalf of the Kerr-Jammer-Szymanski Drain Drainage District.

Cheryl Myles, Notary Public
State of Michigan, County of Bay
My Commission Expires: 07-08-2017
Acting in the County of Bay

BAY COUNTY BOARD OF COMMISSIONERS

7/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/7/15)
 WHEREAS, The Bay County Drain Office has been working to complete an improvement project for the Kerr-Jammer-Szymanski Drain which provides drainage in Kawkawlin Township; and
 WHEREAS, As with previous project, Bay County (Treasurer) agrees to loan funds to the Drainage District for the total cost of the Drain Project (\$540,000) but not to exceed the total amount loaned and further outlines the terms associated with the loan and repayment of funds in an agreement to finance the project that has been submitted to the Bay County Board of Commissioners for approval; and
 WHEREAS, The benefit to the Drainage District is that tens-of-thousands of dollars are saved by avoiding bonding costs or fees and the benefit for th County is the interest rate is a bit higher than other municipal investments; Therefore, Be It
 RESOLVED That the Bay County Board of Commissioners approves the Agreement for the Kerr-Jammer-Szymanski Drain Project and authorizes the Chairman of the Board to execute said Agreement and all related documents on behalf of Bay County following legal review/approval; Be It Further
 RESOLVED That related required budget adjustments related to this project are approved.

KIM COONAN, CHAIR
 AND COMMITTEE

Drain Office - Kerr-Jammer-Szymanski Drain Project 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 _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
 AMENDED _____ CORRECTED _____ REFERRED _____



REGION VII AREA AGENCY ON AGING

YVONNE CORBAT, CHAIR

ANDREW ORVOSH, EXECUTIVE DIRECTOR

June 9, 2015

Ernie Krygier, Chairperson
Bay County Board of Commissioners
Bay County Building
515 Center Avenue, Suit 405
Bay City, MI 48708-5125

Dear Chairperson Krygier:

Region VII Area Agency on Aging has enclosed a copy of its FY 2016 Annual Implementation Plan for review and approval by your County Board of Commissioners. If you would like to schedule an in person presentation about the plan, please call Region VII Area Agency on Aging at (989) 893-4506 and ask for Annette Jeske, Program Manager.

After reviewing and approving the plan, we are asking that you forward a letter of support, or a resolution for the plan, to Region VII Area Agency on Aging.

Region VII Area Agency on Aging is requesting this response no later than 5:00 p.m. on August 1, 2015. If a response is not received by this date, we will consider the plan to be passively approved by your County Board of Commissioners.

This plan is also available for review online at: www.region7aaa.org.

Sincerely,

Andrew J. Orvosh
Executive Director

AO/aj

Enclosure

MEMBER COUNTIES: BAY ■ CLARE ■ GLADWIN ■ GRATIOT ■ HURON ■ ISABELLA ■ MIDLAND ■ SAGINAW ■ SANILAC ■ TUSCOLA

-14-

BAY COUNTY BOARD OF COMMISSIONERS

7/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/7/15)

WHEREAS, Region VII, Area Agency on Aging, has submitted its proposed Annual Implementation Plan for FY 2016 which outlines how funds benefit older adults within the planning and service area, said plan on file in the Board of Commissioners' Office; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners hereby approves the Region VII Area Agency on Aging Annual Implementation Plan for FY 2016.

KIM COONAN, CHAIR
AND COMMITTEE

Region VII AAA Annual Implementation Plan for FY 2016

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 _____



GOLDEN HORIZONS
Adult Day Care Center

1001 Marsac Street – Bay City, Michigan 48708 – (989) 892-6644

June 15, 2015

Ernie Krygier, Chairman of the Board
Bay County Board of Commissioners
515 Center Avenue
Bay City, Michigan 48708

Dear Mr. Krygier and Fellow Commissioners,

Please find for your review this FY 2016 application narrative and the attached budget for the adult day care and caregiver training services we plan to provide with funding from Region VII Area Agency on Aging. We are requesting a total of \$78,970 (\$65,140 for adult day care and \$13,830 for caregiver training). The FY 2016 funding will provide 6,580 hours of adult day care services to 26 clients and 551 hours of caregiver training to 128 family caregivers. This is a slight funding increase for day care and a slight decrease for training from the previous fiscal year. The program also receives funding from United Way of Bay County, and A&D Home Health Care.

Golden Horizons Adult Day Care Center is the senior component of the Bay County Child & Senior Citizen Centers, Inc., a private, non-profit agency that operates two day care centers. Located in the inter-generational Fremont Center, Golden Horizons has specialized in providing supportive services to individuals with Alzheimer's disease and related dementia disorders and their families for almost twenty-seven years. The program operates from 7:30 a.m. to 5:30 p.m., Monday through Friday. The adult day care program serves an average of 50 families annually with an average daily census of fifteen program participants attending from 6 to 8 hours a day.

The majority of care for the elderly is provided by families, in their homes and with their own financial resources. A person with Alzheimer's disease eventually needs assistance with bathing, dressing, eating, walking, toileting, getting in and out of bed or a chair and they lose the ability to communicate. Besides requiring help for routine tasks they may become uncooperative, restless, combative, belligerent, paranoid, and incontinent of bowel and bladder, wander and require 24 hour supervision for safety.

Using adult day care can help reduce the tremendous physical and emotional distress caregivers experience when caring for a family member with Alzheimer's and other dementia disorders. The caregiver can continue working, perform household tasks, participate in leisure activities, or just have a break from their caretaking responsibilities. The person with Alzheimer's/ dementia benefits from the activities, socialization and nutrition, in a supervised setting during the day and returns to the comfort and familiar surroundings of their home at night.

Golden Horizons provides caregiver training sessions and individual and family counseling for family caregivers. Morning and evening classes are offered monthly to accommodate the schedules of family members. Training benefits include increased knowledge of the disease process, effective communication skills, successful problem behavior management, increased awareness and use of community services, a decrease in stress, guilt and anger, and overall improvement in coping skills.

Caregiving takes its toll on families especially when there is a lack of resources. Research indicates that the availability and utilization of affordable supportive services prolongs the health of the caregiver and their ability to provide care at home. The cost of adult day care is nominal in comparison to the cost of nursing home care. On average most families deplete their finances within eighteen months of paying privately for nursing home care. Cost sharing for adult day care services is based on a sliding fee scale starting at \$1.50 per hour for families above 185% of the federal poverty level. Funding assistance from Region VII AAA enables families to delay the placement of their loved one in a nursing home.

The caregiver training program, information, referral and linkage to services, a caregiver support group, counseling, advocacy, and the Bay County Dementia Information Line and Resource Center, are available at no charge.

Staffing for the program includes a full-time Program Coordinator, a Licensed Master's Clinical Social Worker with 39 years of geriatric experience. The full-time Licensed Practical Nurse is also the Dementia Educator for the caregiver training program. Additional staff include one part-time Office Assistant, four full-time Program Assistants, and one part-time housekeeper.

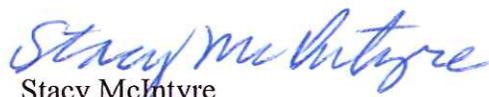
Golden Horizons maintains collaborative relationships with the human service agencies throughout the county, and especially with Bay County Division on Aging and Region VII Area Agency on Aging. We will continue efforts of outreach and marketing to Region VII's target groups; individuals who are low income, minority elders and those in greatest economic and social need.

In closing, your support of our FY 2016 application for Region VII Area Agency on Aging funding would enable us to continue providing these essential services to families in Bay County. Please contact us if you have any questions.

Regards,



Peggy Condon Watson
Executive Director
Bay County Child & Senior Citizen Centers, Inc.



Stacy McIntyre
Program Coordinator
Golden Horizons Adult Day Care Center

REGION VII AREA AGENCY ON AGING

SUPPORT SERVICES BUDGET SUMMARY

FY2016

Agency: Bay County Child & Senior Citizen Centers Budget Period: 10/1/15 to 9/30/16

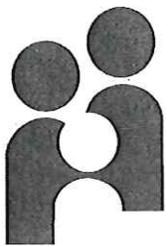
PLANNED EXPENDITURES SERVICE CATEGORIES

LINE ITEMS	1 ADC	2 CGT	3	4	5	6 TOTAL	7 Admin.
Salaries	64,353	13,082				77,435	9,300
Fringe Benefits	6,725	1,348				8,073	1,050
Personal Svc. Contracts	0	0				0	0
Travel/Conferences	325	111				436	125
Supplies	672	350				1,022	548
Equipment	0	0				0	0
Occupancy	7,238	0				7,238	0
Communications	450	326				776	776
Other	615	250				860	660
TOTAL	80,378	15,467				95,845	12,459
Program Income (minus)	8,000	100				8,100	
NET COSTS	72,378	15,367				87,745	12,459
FUNDING SOURCES							
Area Agency Funds (90%)	65,140	13,830				78,970	
Local Match (10%)	7,238	1,537				8,775	
Cash	0	0				0	
In-Kind	7,238	1,537				8,775	
Other Resources	0	0				0	
TOTAL FUNDS	72,378	15,367				87,745	

CERTIFICATION:

Regina Connor Waters
 SIGNATURE OF AGENCY DIRECTOR

6-16-15
 DATE



Lakeshore Legal Aid

William R. Knight, Jr., Executive Director
Administrative Office
21885 Dunham Road, Suite 4
Clinton Township, MI 48036-1030

Main: (586) 469-5185
Direct: (586) 469-5903
E-mail: wknight@lakeshorelegalaid.org

Counsel and Advocacy Law Line
Client Intake: (888) 783-8190

Bay County Board of Commissioners
Bay County Building, Suite 405
515 Center Avenue
Bay City, MI 48708-5125

June 26, 2015

Re: Region VII Area Agency on Aging
Funding Proposal

Greetings:

For more than twenty years Lakeshore Legal Aid has been funded by Region VII, Area Agency on Aging to provide free Legal Assistance and Elder Abuse Prevention services to seniors in a 10-county region which includes Bay County. In addition, since October 1, 2009, Lakeshore Legal Aid has also provided Long Term Care Ombudsman services for the residents in the same ten (10) counties. The ombudsman service has proven to be a logical extension of our senior legal assistance and elder abuse prevention work.

Lakeshore Legal Aid has been providing free legal services to seniors and low income people for nearly 50 years. Enclosed is a summary of our program and the services we will provide with the AAA funds should we again be awarded the funding. Prior to a funding decision by Region VII Area Agency on Aging, the Board of Commissioners of each county in the 10 county service area is invited to comment on our request. You may submit any comments to Region VII Area Agency on Aging's Board of Directors, 1615 S. Euclid Ave, Bay City, MI, 48706, by July 14, 2015 for consideration.

Last, whether related to this funding request or not, if the Board of Commissioners should ever wish to learn more about the services Lakeshore Legal Aid provides to the citizens of your county, I would be pleased to provide a presentation or additional information to you at your convenience.

Very truly yours,
Lakeshore Legal Aid

William R. Knight, Jr.
Executive Director

enc.

Because justice for some is no justice at all



Funding for Lakeshore Legal Aid is provided in part by:
Area Agency on Aging 1-B, Region VII Area Agency on Aging, United Way,
Michigan State Bar Foundation, and St. Clair County Senior Citizen Millage



United Way

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REGION VII AREA AGENCY ON AGING

SUPPORT SERVICES BUDGET SUMMARY

Agency: Lakeshore Legal Aid Budget Period: October 1, 2015 to September 30, 2016

PLANNED EXPENDITURES SERVICE CATEGORIES

LINE ITEMS	1 - Legal	2 - EAP	3 - LTCO	4	5	6 TOTAL	7 Admin.
Salaries	74654	13900	58256			146810	24398
Fringe Benefits	28369	5282	24107			57758	5958
Personal Svc. Contracts							
Travel/Conferences	6089		9500			15589	
Supplies	900	900	900			2700	
Equipment							
Occupancy	6222	1429	7473			15124	
Communications	1740	900	1905			4545	
Other							
TOTAL	117974	22411	102141			242526	30356
Program Income (minus)	2400	50	50			2500	
NET COSTS	115574	22361	102091			240026	30356
FUNDING SOURCES							
Area Agency Funds (90%)	56000	12993	67933			136926	
Local Match (10%)	6222	1429	7473			15124	
Cash							
In-Kind	6222	1429	7473			15124	
Other Resources	53352	7939	26685			87976	
TOTAL FUNDS	115574	22361	102091			240026	

CERTIFICATION:



SIGNATURE OF AGENCY DIRECTOR

6/26/2015

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SUPPORT SERVICES BUDGET DETAIL

SALARIES

SERVICE CATEGORIES

Position/Title	# of Pos.	Base Hr. Rate	Hrs./Wk.	# of Wks.	FT*	1 Legal	2 EAP	3 LTCO	4	5	6 TOTAL	7 Admin.	8 In-Kind	9 Other Resources
Staff Attorney-C	1	22.84	40	52	X	38007	9500				47507	4751		20000
Superising Attorney	1	26.44	16	52	X	19998	2000				21998			10999
Staff Attorney-P	1	19.23	12	52	X	10800	1200				12000			12000
Ombudsman - FT	1	15.38	40	52	X			31990			31990			4000
Ombudsman - PT	1	17.85	20	52				18564			18564			
Ombudsman Super.	1	15.63	8	52	X			6502			6502	650		
Executive Director	1	46.51	2	52	X	3637	600	600			4837	3000		4837
Comptroller	1	32.81	2	52	X	2212	600	600			3412	3412		3412
Note: Administrative staff have job duties outside the service area/categories as well which are not included. ED produces limited case units across the organization's service area.														
TOTALS														
74654 13900 58256 146810 11813 55248														

FRINGE BENEFITS

\$ Amount for Part-Time	0	0	1970	0	
\$ Amount for Full-Time	28369	5282	22137	48733	4489
TOTALS	28369	5282	24107	50703	4489
TOTALS					20994

*FT --Full time employee, place "X"

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SUPPORT SERVICES BUDGET DETAIL

I. Fringe Benefits	Percent Rate- Full-Time Employees	Percent Rate- Part-Time Employees
FICA	7.65%	7.65%
Retirement	1.00%	
Health Insurance	25.54%	
Life Insurance	0.32%	
Worker's Compensation	0.26%	0.26%
Unemployment Compensation	2.70%	2.70%
Check one: <input type="checkbox"/> Self Insured <input checked="" type="checkbox"/> State Insured		
Note: The maximum allowable reimbursement rate for self-insured Unemployment Compensation is 2.7% (.027)		
Other- Long Term Disability	0.53%	
Other-		
TOTAL PERCENT OF SALARY	38.00%	10.61%

II. Local Cash Match Detail	Source	Dollar Amount
Service		

III. Local In-Kind Match Detail	Service	Source	Dollar Amount
In-kind Space Used for Legal, EAP, Educ.&Train.	Salvation Army, and other outreach places for service.		15124
In addition to the above, the Ombudsman program will utilize volunteers whose service will be in-kind.			

IV. Other Resources Detail	Service	Source	Dollar Amount
Attorney Salaries	IOLTA/Filing Fees		55248
Attorney Fringes	IOLTA/Filing Fees		20994
Supplies	IOLTA/Filing Fees		2700
Communications	IOLTA/Filing Fees		3034
Travel/Conferences	IOLTA/Filing Fees		6000

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BAY COUNTY BOARD OF COMMISSIONERS

7/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/7/15)

WHEREAS, The Bay County Child & Senior Citizen Centers, Inc., and Lakeshore Legal Aid are making application for funding to Region VII Area Agency on Aging; and

WHEREAS, Golden Horizons Adult Day Care is the senior component of the Bay County Child and Senior Citizen Centers, Inc., a private, non-profit agency that operates three day care programs; and

WHEREAS, Lakeshore Legal Aid provides free legal assistance and elder abuse prevention services to seniors in a 10-county region and, since 2009, has provided long term care ombudsman services for the residents in the same ten (10) counties; and

WHEREAS, Region VII, Area Agency on Aging, funding is crucial to both agencies and their ongoing efforts to continually improve services to seniors; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners hereby offers its support for the funding applications submitted by the Bay County Child & Senior Centers, Inc. and Lakeshore Legal Aid for Region VII Area Agency on Aging funding for FY 2016.

KIM COONAN, CHAIR
AND COMMITTEE

Golden Horizons & Lakeshore Legal Aid - FY2016 Region VII Funding

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
DEPARTMENT OF
ENVIRONMENTAL AFFAIRS
& COMMUNITY DEVELOPMENT**

515 Center Avenue, Suite 501
Bay City, Michigan 48708

Phone 989- 895-4135
Fax 989-895-4068
TDD 989- 895-4049
<http://www.baycounty-mi.gov>



THOMAS HICKNER
County Executive

LAURA OGAR, DIRECTOR
ogarl@baycounty.net

Community Initiatives
Geographic Information Systems
Gypsy Moth Suppression Program
Mosquito Control
Saginaw Bay Coastal Initiative (SBCI)
Transportation Planning

Memo

Date: June 29, 2015

To: Kim Coonan, Ways and Means Chair

From: Laura Oggar, Director Environmental Affairs and Community Development

Re: Request for Authorization to 1.) Board Chair to Sign onto a Memorandum of Understanding (MOU) regarding Saginaw Bay Invasive Species Management; and 2.) Request Authorization to Apply for State Invasive Species grant for Phragmites Control along the Saginaw Bay

Background: The Cooperative Invasive Species Management Area (CISMA) for the Saginaw Bay states: "Public, private and tribal landowners across the Saginaw Bay watershed are concerned with invasive species, which are expanding and invading our landscape. ... These infestations reduce the biological, agricultural, recreational, and economic value of the land and water resources, decrease native plant populations, and degrade ecosystems." The CISMA MOU seeks to show a collaborative approach towards combating invasive species by local stakeholders. These CISMA's have been formed regionally and the MOU's are being signed throughout the state by local units, non-governmental organizations, private landowners, Tribes, etc.

The MOU does not commit any specific resource or monetary contribution, but instead describes that where possible, when possible, to the extent possible, a signatory will coordinate and cooperate and share resources as necessary to prevent and control invasive plants and animals on public, private, and tribal lands across ownership boundaries within the Saginaw Bay CISMA. This may mean having regular field staff (such as Gypsy Moth or Mosquito Control) informed of what invasives look like so that they can report any new sightings, being informed on who to report this too, it may entail partnering on grant proposals for treatments, or supporting other agencies work in our area. Much of this is simply good coordination, "working together" and communicating, and sharing what scarce resources are available, and if none, then simply supporting each other's efforts to the best of our abilities. This is simply the most effective way to combat invasives with very limited resources.

This MOU was directed to Corporate Council before it is now being presented to the Board, and it is currently under legal review, However Saginaw Bay CISMA grant proposal participants will need to know Bay County intends to be a signatory to the MOU prior to committing to an arduous grant writing effort. The state Invasive Species grant funds are directed to the regional CISMA's and grant proposals from organizations not participating are unlikely to be funded, as we discovered last year. The Pre-proposals are due July 31, 2015, so if we are to prepare a grant proposal, the MOU must be at least authorized by the Board of Commissioners in order to show commitment, pending legal review and the grant proposal development can be started immediately.

The Director of Environmental Affairs and Community Development requests:

- 1.) The Board Chair to be authorized to sign the Saginaw Bay CISMA MOU, pending Corporate Council approval; and
- 2.) The Director of EA&CD Authorized to apply for the 2nd Annual State Invasive Species grant to DNR/DEQ which are due in pre-proposal stage on July 31, 2015. The state has recently modified the criteria this year (especially for us in the Saginaw Bay) in order to allow for the Hampton Township and Quanicasse (Tuscola) area to be included. It is critical that we sign on to be a partner and signatory to the regional Cooperative Invasive Species Management Area (CISMA) MOA in order to be considered for funding.

Economics: No General Funds are requested. Match will be met through in-kind services and contributions only. For example, last year, the first round of applications, Consumers Energy committed \$40,000 of their own Phragmites control efforts as match towards this broad stakeholder grant proposal. They have verbally committed to do so again this year. A meaningful proposal for the state Invasive grant will include various regional stakeholders, DNR Refuge Managers, Landowners in Pinconning, Fraser, Kawkawlin & Hampton Township, Consumers Energy, and Tuscola Co. and costs will be developed as we identify the extent of the areas needing treatment, in conjunction with and not to exceed available in-kind match.

Cc: Tom Hickner, Robert Redmond, Debbie Russell, Shawna Walraven, Crystal Hebert, Cyndi Gaul,

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BAY COUNTY BOARD OF COMMISSIONERS

7/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/7/15)

WHEREAS, The Cooperative Invasive Species Management Area (CISMA) for the Saginaw Bay states: "Public, private and tribal landowners across the Saginaw Bay watershed are concerned with invasive species, which are expanding and invading our landscape. .. These infestations reduce the biological, agricultural, recreational, and economic value of the land and water resources, decrease native plant populations, and degrade ecosystems." The CISMA MOU seeks to show a collaborative approach towards combating invasive species by local stakeholders. These CISMA's have been formed regionally and the MOU's are being signed throughout the state by local units, non-governmental organizations, private landowners, Tribes, etc.; and

WHEREAS, The MOU does not commit any specific resource or monetary contribution, but instead describes that where possible, when possible, to the extent possible, a signatory will coordinate and cooperate and share resources as necessary to prevent and control invasive plants and animals on public, private, and tribal lands across ownership boundaries within the Saginaw Bay CISMA. This may mean having regular field staff (such as Gypsy Moth or Mosquito Control) informed of what invasives look like so that they can report any new sightings, being informed on who to report this too, it may entail partnering on grant proposals for treatments, or supporting other agencies work in our area. Much of this is simply good coordination, "working together" and communicating, and sharing what scarce resources are available, and if none, then simply supporting each other's efforts to the best of our abilities. This is simply the most effective way to combat invasives with very limited resources; and

WHEREAS, This MOU was directed to Corporate Counsel before it is now being presented to the Board, and it is currently under legal review; and

WHEREAS, Saginaw Bay CISMA grant proposal participants will need to know Bay County intends to be a signatory to the MOU prior to committing to an arduous grant writing effort. The state Invasive Species grant funds are directed to the regional CISMA's and grant proposals from organizations not participating are unlikely to be funded, as we discovered last year. The Pre-proposals are due July 31, 2015, so if we are to prepare a grant proposal, the MOU must be at least authorized by the Board of Commissioners in order to show commitment, pending legal review and the grant proposal development can be started immediately; and

WHEREAS, The Director of Environmental Affairs and Community Development requests:

1.) The Board Chair to be authorized to sign the Saginaw Bay CISMA MOU, pending Corporate Counsel approval; and

2.) The Director of EA&CD Authorized to apply for the 2nd Annual State Invasive Species grant to DNR/DEQ which are due in pre-proposal stage on July 31, 2015.

The state has recently modified the criteria this year (especially for us in the Saginaw Bay) in order to allow for the Hampton Township and Quanicasse (Tuscola) area to be included. It is critical that we sign on to be a partner and signatory to the regional Cooperative Invasive Species Management Area (CISMA) MOA in order to be considered for funding; and

WHEREAS, No General Funds are requested. Match will be met through in-kind services and contributions only. For example, last year, the first round of applications, Consumers Energy committed \$40,000 of their own Phragmites control efforts as match towards this broad stakeholder grant proposal. They have verbally committed to do so again this year. A meaningful proposal for the state Invasive grant will include various regional stakeholders, DNR Refuge Managers, Landowners in Pinconning, Fraser, Kawkawlin & Hampton Township, Consumers Energy, and Tuscola Co. and costs will be developed as we identify the extent of the areas needing treatment, in conjunction with and not to exceed available in-kind match; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that authorization is granted to make application for State Invasive Species grant funding and the Chairman of the Board authorized to sign grant application documents on behalf of Bay County following legal review/approval; Be It Further

RESOLVED That the Bay County Board of Commissioners approves the CISMA Memorandum of Understanding and authorizes the Chairman of the Board to execute the MOU and related documents on behalf of Bay County; 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

Env Affairs - CISMA MOU - Invasive Species Grant
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 _____



SAGINAW BAY COOPERATIVE INVASIVE SPECIES MANAGEMENT AREA

(SB)CISMA

Memorandum of Understanding

Public, private and tribal landowners across the Saginaw Bay Watershed are concerned with invasive plant and animal species, which are currently expanding and invading our landscape and those that may be introduced. These infestations reduce the biological, agricultural, recreational, and economic value of the land and water resources, decrease native plant populations, and degrade ecosystems. For management efforts to be successful, a broad-scale, coordinated and systematically integrated approach to managing these invasive species is necessary.

Taking a landscape-scale view places specific plant and animal treatment sites in context with the geographic distribution of invasive species, susceptible habitats and management feasibility. Invasive species management areas typically focus on finding solutions to invasive weeds and animals across a landscape rather than strictly focusing on specific land ownerships.

Purpose

The purpose of this Memorandum of Understanding (MOU) is to recognize the SB-CISMA and to establish the basis for participants to cooperate, coordinate activities, and share resources necessary for the prevention and control of invasive plants and animals on public, private and tribal lands across ownership boundaries within the SB-CISMA.

By creating a framework to accomplish mutually beneficial projects and activities, the MOU promotes cooperation between participants, also known as stakeholders. Each stakeholder will benefit from shared resources, combined expertise, shared responsibilities, unified strategy, consistency of methods, and collective results. The intention is to facilitate active communication and cooperative effort pertinent to landscape stewardship regarding invasive plants and animals. All stakeholders are accepted as equal partners in this agreement.

The signatory parties, hereafter referred to as Stakeholders, propose to work together, within the scope of their respective authorities, towards achieving sustainable, healthy ecosystems that support protected natural lands, agriculture, recreational lands and wildlife habitat. Additionally, all agencies and organizations will seek to supply the public with relevant knowledge and skills, land stewardship practices, awareness related to invasive plant and animal issues, and adaptive management programs.

Areas of Agreement

Stakeholders of the SB-CISMA are aware of the problems caused by invasive species and recognize that active management is necessary to control or to eradicate existing invasive species within the SB-CISMA boundaries and to prevent the establishment of additional invasive species.

Therefore, We, the Stakeholders, collectively agree to the following actions:

1. To minimize the introduction of invasive plants (weeds) by:
 - Recognizing introduction vectors and monitoring for invasive plant and seed importation;
 - Promoting public awareness through education;
 - Requiring that contracts for work that disturbs or imports soil or fill materials to have an invasive plants control and prevention plan, when relevant and appropriate;
 - Support the enforcement of control efforts.

2. To promote control of existing weed occurrences by supporting invasive plant management efforts and activities. This support may include:
 - Land access for weed surveys;
 - Sharing scientific and technical expertise;
 - Participation in control efforts;
 - Contribution of work time;
 - Contribution of funds;
 - Sharing of resources when possible, including maps, imagery, reports, surveys and equipment;
 - Serving on committees (minimum 1 every 3 years)
 - In-kind support.

3. The Saginaw Conservation District agrees to:
 - Provide lead staff support for the organization, as funding allows;
 - Provide coordination and leadership for the SB-CISMA;
 - Provide all records and equipment to new SB-CISMA sponsor if they are no longer able to sponsor the program.

Independent Responsibilities

Each stakeholder has a primary responsibility to its own governing body and lands under its jurisdiction. Stakeholders agree to provide resources to each other as legal authorities may permit. All stakeholders are responsible and accountable for their own funds, equipment, and personnel.

This MOU in no way restricts stakeholders from participating in similar activities with other public or private agencies, organizations and individuals.

Stakeholders are encouraged to work together to enhance their resource management capabilities and to generally advance the state of knowledge of invasive species within the SB-CISMA.

Indemnification

To the extent allowed under Federal Tort Claims Law, each Stakeholder shall defend, indemnify, and hold harmless each of the other Stakeholders, their officers, employees and agents from any and all liability, loss, expense (including reasonable attorney's fees) or claims for injury or damages arising out of the performance of this MOU but only in proportion to and to the extent of such liability, loss, expense, attorney's fees or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions by the indemnifying Stakeholders.

Modification and Termination

This agreement will be effective from the date of signature of a Stakeholder and SB-CISMA coordinator.. Any Stakeholder may terminate their involvement in the SB-CISMA by providing written notice to the Board of Directors.

This MOU may be amended as necessary by mutual consent of the Stakeholders by execution of a written amendment signed and dated by all Stakeholders.

This MOU will be reviewed every five (5) years and updated if necessary.

SB-CISMA Contact

The contacts for this agreement are:

Invasive Species Coordinator
Saginaw CD
178 North Graham Rd.
Saginaw MI 486098
jim291893@gmail.com

The list of all signatory stakeholders and each signed MOU will be kept on file with the above contact and made available to all, upon request. In addition, the SB-CISMA 5 year Action Plan and all annual plans will be similarly filed and available.

**Saginaw Bay Cooperative Invasive Species Management Area
(SB-CISMA) Memorandum of Understanding
Signatory Page**

(Name of Stakeholder)

hereby agrees to the terms of the Saginaw Bay Cooperative Invasive Species Management Area Memorandum of Understanding.

Authorizing Signature

Date

Printed Name

Title

Stakeholder Point of Contact for CISMA

Title

Address

City/State/Zip

Phone Number

Fax Number

Email address

Please Return this page to:

**Jim Iaquina
Invasive Species Coordinator
Saginaw Conservation District
178 North Graham Road
Saginaw, MI 48609
jim291893@gmail.com**

MICHIGAN INVASIVE SPECIES GRANT PROGRAM PRE-PROPOSAL TEMPLATE

PRE-PROPOSALS ARE DUE FRIDAY, JULY 31, 2015

Instructions:

1. Pre-proposal length is 3 pages maximum and should follow the format below. **Use this document by saving a copy, deleting the instruction section here and for each category, and entering your proposed project information.**
2. Font should be Arial, 12 point, .5 inch margins on all sides of page.
3. No letters of support should accompany the pre-proposal.
4. Please refer to the 2015 – Michigan Invasive Species Grant Program (MISGP) Handbook (IC5757) for guidance on overall program goals, objectives and priorities.
5. Questions on the application process should be directed to:
 - Joanne Foreman: [517-284-5814](tel:517-284-5814)/foremanj@michigan.gov
 - Kammy Frayre: 517-284-5970/frayrek1@michigan.gov
6. Email an electronic copy of your proposal to: MISGPApplication@michigan.gov by **3:00 p.m. EST, Friday, July 31, 2015**. Late proposals will not be accepted.

Project Title: Use a short, descriptive title that captures the project's purpose or goal (10 words or less).

Applicant Information: Please include the name, organization, phone number and email for the primary applicant. List the name, organization and email of project partners and collaborators. Partners (those receiving funding) must be eligible grant applicants. Collaborators may include others who are participating but not receiving funding.

Focus Area: Please identify the program area of focus for your project (limit 1).

- Regional Cooperative (FA1) Terrestrial Invasive Species (FA3) Phragmites (FA5)
 Integrated/Novel Approaches (FA2) Prevention of New Invaders (FA4) Other Projects (FA6)

Brief Project Summary: Briefly describe the proposed project (50 words or less).

Estimated Project Cost (minimum \$25,000 – maximum \$400,000):

Total Project Cost: _____ MISGP Request: _____

Proposed Local Match (minimum 10% of total project cost): _____

Match Sources: On a separate page, list the sources of the proposed match. Include whether the match is cash or in-kind and the status of matching funds (in-hand, applied for, or plan to seek). The match description page does not count against page limits.

Proposed Project Dates (grant cycle ends October 27, 2017):

Start date: _____ Completion date: _____

In completing the sections below, refer to the scoring criteria in the handbook as they relate to project purpose and scope, project management and likelihood of success and the specific focus area of the project to ensure key components are addressed.

Rationale and Objectives: Explain why this project should be funded and why the proposed work is significant in relation to the overall Michigan Invasive Species Grant Program goals and the specific focus area. Identify the geographic area of the project and how this area was chosen. Identify the primary and secondary target species to be addressed by the project and why those are considered a priority. Describe specific messages regarding invasive species prevention and control to be delivered and pathways (e.g. recreational boating, movement of firewood, etc.) for invasive species introduction or spread to be addressed. Quantify objectives wherever possible (acres, detections, contacts, responses, etc.)

Methods: Provide a concise overview of proposed methods to achieve the project objectives. Details, as relevant, may include: project design, data collection procedures, analytical methods, permits or compliance issues that need to be addressed, plans for pre-and post-project evaluation monitoring reporting and timeframes.

Relevance: Briefly describe how the proposal is consistent with regional, state, or national management plans, such as: [Michigan Aquatic Invasive Species State Management Plan](#), [Great Lakes Restoration Initiative Action Plan](#), [Lakewide Action and Management Plans](#) (LAMPs) for Lakes Erie, Huron, Michigan and Superior, [National Invasive Species Council Invasive Species Management Plan](#), [Michigan Asian Carp Management Plan](#), and [Michigan's Wildlife Action Plan](#).

Deliverables: Provide a description of reports, data/information, acres treated, education and outreach contacts, numbers of early detections and responses and other relevant products (publications, databases, workshops, outreach materials) that will be provided upon completion of the project.

Resume/Qualifications: Include a 1 page resume or curriculum vitae focusing on recent and relevant work for each individual contributing to the project. The collective experience of the group should illustrate the ability to successfully complete the described work. This section is not included in the page limit.

Review: Pre-proposals are due at 3:00 p.m. EST, Friday, July 31, 2015. Applicants will be notified of the outcome of their pre-proposal in early September 2015. Applicants with successful pre-proposals will be invited to submit a full application packet for their project. Please note that an invitation to submit a full application packet does not guarantee that your project will be funded.



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Where	Conservation Districts Involved	Lead	Contact Info	Lead Organization
Central Upper Peninsula CWMA	Alger, Delta, Marquette, and Schoolcraft Counties; Hiawatha National Forest.	Abbie Debiak	cupcwma@gmail.com	Superior Watershed Partnership and Land Trust
Detroit & W. Lake Erie CWMA	Wayne, Monroe, and the eastern portion of Lenawee Counties	Chris May	cmay@tnc.org	The Nature Conservancy
Eastern Upper Peninsula CWMA	Chippewa, Mackinac and Luce Counties; Hiawatha National Forest	Nick Cassel	nick.cassel@macd.org	Chippewa/Luce/Mackinaw Conservation District
Keewenaw CWMA	Houghton, Keewenaw and Baraga Counties; Ottawa National Forest	Meral Jackson	meral.jackson@macd.org	Houghton Keewenaw Conservation District
Northeast Michigan CWMA	Iosco, Alcona, Alpena, Presque Isle, Cheboygan, Otsego, Montmorency, Crawford, Oscoda, Roscommon and Ogemaw Counties	Jennifer Muladore; Tim Engelhardt	jennifer@huronpines.org ; tim@huronpines.org	Huron Pines RC&D
Northwest Michigan Invasive Species Network (ISN)	Benzie, Grand Traverse, Leelanau, and Manistee Counties	Katie Grzesiak	karzesiak@gtod.org	Grand Traverse Conservation District (fiduciary; no true lead organization)
Saginaw Bay CWMA	Arenac, Bay, Clare, Genesee, Gladwin, Gratiot, Huron, Iosco, Isabella, Lapeer, Livingston, Mecosta, Midland, Montcalm, Oakland, Ogemaw, Osceola, Roscommon, Saginaw, Sanilac, Shiawassee and Tuscola	Jim Iaquina	jim291893@gmail.com	Saginaw Conservation District
West Michigan CWMA	Kent, Ottawa, Northern Allegan, Muskegon, Newaygo Counties	Becky Huttenga	becky.huttenga@macd.org	Ottawa Conservation District
Western Peninsula Invasive Cooperative (WPIC)	Gogebic, Iron and Ontonagon Counties; Ottawa National Forest	Jennifer Ricker	ironconservationdistrict@gmail.com	Iron Conservation District
Wild Rivers Invasive Species Coalition	Dickinson and Menominee Counties in Michigan; Florence, Forest and Marinette Counties in Wisconsin; Chequamegon-Nicolet National Forest	Emily Anderson	wildriverscwma@gmail.com	Dickinson Conservation District

SCHEDULE FOR MICHIGAN INVASIVE SPECIES GRANT PROGRAM

Request for Pre-Proposals.....	June 16, 2015
Electronic Submission of Pre-Proposals Due.....	July 31, 2015
Request for Full Proposals.....	September 1, 2015
Electronic Submission of Full Proposals Due.....	October 30, 2015
Award Announcement.....	end of January 2015
Project Period Begins	Upon execution of grant
Project Schedule.....	Follows work plan in "Appendix A" of Project Agreement
Interim Progress Reports Due.....	April 30 and October 30 of Project Period
Project Period Ends	October 27, 2017
Final Project Report Due.....	December 29, 2017

INTRODUCTION

The Michigan Invasive Species Grant Program (MISGP) began October 2014 and will operate each year that the state legislature appropriates funding. In 2014, over \$4 million in grant funds were awarded across the state. A minimum of \$3.6 million will be available for the 2015 grant cycle.

The purpose of the MISGP is to provide funding and technical assistance to prevent, detect, eradicate, and control terrestrial and aquatic invasive species. Administration of MISGP is through the Michigan Department of Natural Resources (DNR) working collaboratively with the departments of Environmental Quality (DEQ) and Agriculture and Rural Development (DARD).

PROGRAM ELIGIBILITY AND REQUIREMENTS

ELIGIBLE GRANT APPLICANTS

Local, federal, or tribal units of government, nonprofit organizations, and universities may apply for a Michigan Invasive Species Grant for work to be conducted in Michigan. Projects that are collaborative in nature will receive higher scoring than projects representing individual agencies or organizations. State agencies may serve as collaborators on project submissions but may not be a direct recipient of grant funds. Applicants receiving prior funding may apply for new projects or activities.

GRANT LIMITS, MATCH REQUIREMENT, AND TIMEFRAME

The minimum grant amount is \$25,000 and the maximum grant amount is \$400,000.

The applicant must commit to provide at least 10 percent of the total project cost in the form of local match. Eligible local match includes: cash; donations of materials, equipment or supplies; and staff or volunteer labor.

Applicants with more than 10% match will receive additional points in the scoring process.

Project duration may be from 1 to 2 years, with significant progress expected during the first year of the grant.

PROGRAM GOALS

This program is designed to address strategic issues of prevention, detection, eradication, and control for both terrestrial and aquatic invasive species in Michigan. The main objectives of the MISGP are to:

- ❖ Prevent new introductions of invasive species through outreach and education.
- ❖ Monitor for new invasive species and expansion of current invasive species.
- ❖ Respond to and conduct eradication efforts for new findings and range expansions.
- ❖ Manage and control key colonized species in a strategic manner.

PROGRAM AREAS OF FOCUS

Six focus areas are outlined below for the 2015 grant program. These areas were determined to be the priorities for statewide strategic investment in invasive species prevention, detection, eradication and control. Focus Area 1 is intended to provide regional capacity to manage invasive species through collaborative approaches while focus areas 2-6 are statewide in nature on a specific topic. It is expected that projects will only be applicable to one focus area, but applicants may submit separate projects under more than one focus area if there is interest. Projects that demonstrate the greatest strategic advantage and technical merit will receive the highest scores. The intent of the program is to fund the proposals that will provide the strongest outcomes for invasive species in the state. As such, a focus area may not be funded if there is a lack of interested applicants or strength in proposals.

Focus Area 1. Regional cooperative prevention, detection, eradication, and control (anticipated number of projects funded: 6)

The project goal for this focus area is to support regional management and control efforts through Cooperative Invasive Species Management Areas (CISMAs) (Appendix A) or similarly coordinated organizations. Priority will be given to proposals that address CISMA development in areas not currently covered by a CISMA and are strategic in scope (e.g. targeting outlying populations, containing large source infestations, working across

jurisdictional boundaries, determining extent of infestations, participating in statewide programs like Clean Boat Clean Waters and Michigan Clean Water Corps Exotic Plant Watch, etc.). Additionally, projects should include a monitoring or detection element, preferably using common or established techniques, to identify new locations of invasive species. Ideal projects will demonstrate how success will be achieved including follow-up treatments and monitoring beyond the grant period and incorporate outreach and education about prevention, detection and control of invasive species.

While all invasive species are considered through this focus area, in certain areas of the state, specific species are prioritized for detection, eradication, and control. Species of specific interest include the following:

- **Southern Lower Peninsula:** develop CISMAs or other collaborative invasive species groups in areas where needed for priority species: invasive phragmites, black and pale swallow-wort, Japanese and giant knotweed, European frogbit, flowering rush, Chinese yam
- **Northern Lower Peninsula:** invasive phragmites, black and pale swallow-wort, Japanese and giant knotweed, baby's breath, flowering rush, European frogbit
- **Eastern Upper Peninsula:** invasive phragmites, European frogbit, Japanese and giant knotweed, garlic mustard
- **Western Upper Peninsula:** invasive phragmites, Japanese and giant knotweed, garlic mustard

Focus Area 2. Integrated and novel approaches for managing aquatic and terrestrial species emphasizing biocontrol (anticipated number of projects funded: 2)

The goal of this focus area is to implement and evaluate strategic approaches towards eradicating or controlling invasive species through integrated management approaches or new biocontrol approaches. Projects must demonstrate the ability to evaluate results and provide for future management and guidance towards strategic effective and efficient management of invasive organisms throughout Michigan. Ideal projects will include multiple locations that span both ecological attributes and risk of invasive species transfer.

Focus Area 3. Implementing high priority projects for terrestrial invasive species (anticipated number of projects funded: 3)

The goal for projects in this area is to work to reduce or eradicate terrestrial invasive species from private or public lands in entire geographic areas (townships, counties, multi-county regions of the state) in conjunction with activities of state and federal landowners. Projects must demonstrate the ability to identify, positively confirm, establish, and monitor efficacy of activities. Priority will be given to (1) outliers (only known infestation in a geographic area), (2) limited infestations in a geographic area that support state or federal control operations on adjacent properties, (3) infestations that threaten high value timber or recreation or areas of ecologic significance that can be eliminated from a geographic area (as described above) by successful treatment of adjacent private, state, and federal property.

Focus Area 4. Prevention of new invaders (such as Asian longhorn beetle, hydrilla, bighead or silver carp) through statewide outreach and education (implementing key messages; developing interpretive programming; targeting key pathways and messages; K-12 education modules) (anticipated number of projects funded: 3)

The intended outcome of this focus area is to equip a broad range of targeted audiences (e.g. arborists, gardeners, boaters, landscapers, consulting and municipal foresters, manufacturing, educators, etc.) and the general public with knowledge and skills to prevent the introduction and spread of invasive species through multiple pathways and to detect and report invasive species early before impacts are widespread. Project applicants must demonstrate in-depth knowledge of messaging regarding priority invasive species issues in Michigan. Proposals should provide details on development of communication messages, target audiences, modes of communication, and evaluation of message effectiveness.

Focus Area 5. Invasive phragmites management and site restoration in coastal wetland areas (anticipated number of projects funded: 1-2)

Projects should focus on the development and use of integrative approaches to restoring coastal wetlands through strategic management of invasive phragmites, prioritization of management sites, long-term monitoring and restoration activities, and novel approaches to management and restoration of coastal wetlands. Projects are encouraged to establish a partnership between regional invasive species groups and other experienced planning or management groups for focused strategic planning purposes. Projects submitted in this category should address one of the following:

- Development of a regional or statewide long-term strategic plan for management of invasive phragmites-infested coastal wetlands with a goal of ecosystem restoration, prioritizing specific sites where treatment or management has been implemented in the past, sites adjacent to sites where ongoing management is being successfully conducted on public or private land, and sites which provide unique public benefits (recreational, cultural, economic, etc.). Applicants are encouraged to implement Michigan's "Phragmites Treatment/Management Prioritization Tool," or a similar prioritization method. Projects should also include long-term monitoring, management, and site-specific restoration actions and goals in this plan. Proposed invasive phragmites management techniques should follow the Guide to the Control and Management of Invasive Phragmites, or should provide supporting information for novel approaches to phragmites management and coastal wetland restoration.
- Management of invasive phragmites-infested coastal wetlands through implementation of an existing regional or statewide strategic plan for invasive phragmites management with a long-term goal of ecosystem restoration. Proposals should include information on the existing strategic plan for invasive phragmites management, as well as the method used for prioritization of specific sites ("Phragmites Treatment/Management Prioritization Tool," or a similar prioritization method). On the ground management should follow the Guide to the Control and Management of Invasive Phragmites, or should provide supporting information for novel approaches to invasive phragmites management and coastal wetland restoration. All proposed management should also include long-term monitoring, management, and site-specific restoration actions and goals (including monitoring and restoration goals that may extend beyond this grant period). Applicants are specifically encouraged to focus on the continuation of phragmites management at sites where management has been successfully implemented in the past, sites adjacent to sites where ongoing management is being successfully conducted (public or private), and sites which provide unique public benefits (recreational, cultural, economic, etc.).

Focus Area 6. Other projects of demonstrated urgent need (anticipated number of projects funded: 1-2)

Projects that are not a matter of the topic focus areas but pertain to implementing aspects of other plans such as Michigan's Aquatic Invasive Species State Management Plan (Appendix B) will be considered through this granting program but priority scoring will be given to projects that meet the needs of Focus Areas 1-5. Projects submitted in this category should clearly demonstrate an exceptional need as prioritized through planning efforts. Examples of plans are listed in Appendix B.

ELIGIBLE COSTS

Only those costs directly associated with completing the project and incurred during the project period are eligible for reimbursement. Categories of eligible costs include:

- ❖ Salaries/wages (including fringe benefits) for paid labor
- ❖ Mileage for compensated workers when using personal vehicle for project travel (see current State Travel Rates: http://www.michigan.gov/dtmb/0,5552,7-150-9141_13132---,00.html)
- ❖ Lodging for compensated workers (volunteers not eligible)
- ❖ Meals for compensated workers in travel status (see current State Travel Rates: http://www.michigan.gov/dtmb/0,5552,7-150-9141_13132---,00.html)
- ❖ Donated services/volunteer labor (credited at minimum wage)

- ❖ Onsite group meals for volunteer laborers (see current State Travel Rates: http://www.michigan.gov/dtmb/0,5552,7-150-9141_13132---,00.html)
- ❖ Supplies and Materials (purchased or donated)
- ❖ Contractual services (competitive bid requirements at \$10,000 or more)
- ❖ Engineering and design (no more than 15% of project cost)
- ❖ Equipment (purchased, donated, or rented). Purchased equipment may not exceed \$2,499 per expenditure. If equipment is purchased in pieces and assembled, the total of the pieces used in assembly may not exceed \$2,499.
- ❖ Fuel costs for equipment used during project construction (if MDOT Schedule "C" Rates are not used or cost is not included in rental agreement). Fuel receipts are required.
- ❖ Program recognition signs
- ❖ Permit application fees for permits required for the project.
- ❖ Indirect (administrative/overhead) costs. Indirect costs for the applicant and partners may not exceed more than 10% of the total project cost.

INELIGIBLE COSTS

For all projects, the following items are ineligible for reimbursement with grant funds or as part of the local match contribution:

- ❖ Costs incurred outside of the project period specified in the project agreement or amendment
- ❖ Routine maintenance and operation
- ❖ Salaries/wages not directly related to the project
- ❖ Meals, lodging, salary, conference fees and speaker fees for compensated workers attending conferences
- ❖ Lodging or mileage for volunteer laborers
- ❖ Equipment costing greater than \$2,499 per unit
- ❖ Indirect/overhead greater than 10% of total project cost

BAY COUNTY DRAIN COMMISSIONER

JOSEPH RIVET
rivetj@baycounty.net

515 CENTER AVENUE, SUITE 601
BAY CITY, MICHIGAN 48708-5127
drainoffice@baycounty.net

PHONE (989) 895-4290
FAX (989) 895-4292
TDD (989) 895-4049
(HEARING IMPAIRED)

MEMORANDUM

DATE: July 1, 2015
TO: Kim Coonan, Chairman, Ways & Means
FROM: Mark Basket, Bay County Remonumentation Administrator *MTB*
RE: Remonumentation Program Leica GS14MSRN Rover purchase

Background:

The Bay County Remonumentation Program is in its 24th year. The program is funded from a portion of the recording fees of documents recorded in the register of deeds. In 1991, the Bay County Board of Commissioners passed a resolution that excess funds are to be placed in an account to be used for the remonumentation program. The funds for the local match portion of the remonumentation grant came from this account. In 2015, the State eliminated the local contribution portion of the remonumentation grant application. This leaves a reserve of \$60,941 in the remonumentation account.

With a portion of the reserve money available, I am requesting the purchase of a Leica GS14 MSRN Rover at a cost of \$16,144.00. This price is a MI Deals (State Pricing) quote, therefore eliminating the need for additional bids. The State of Michigan and MDOT use Leica equipment exclusively.

The Leica Rover is a Global Position System that uses satellites to provide highly accurate survey grade information with relative ease. This equipment would be used to obtain State Plane Coordinates on the centers of sections previously remonumented. It could also be used for obtaining survey information for the Drain Office and GIS Department as well as survey work performed for the Buildings and Grounds and Parks and Recreation Departments.

Recommendation:

Purchase the Leica GS14 MSRN Rover at a cost of \$16,144.00, using MI Deals price quote and adjust the Remonumentation Budget, as necessary.

BAY COUNTY BOARD OF COMMISSIONERS

7/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/7/15)
WHEREAS, Bay County is in its 24TH year of the Remonumentation Program and the program is funded from a portion of the recording fees of documents recorded in the Register of Deeds' office; and
WHEREAS, In 1991, the Bay County Board of Commissioners adopted a resolution indicating that excess funds are to be placed in an account to be used for the Remonumentation Program; and
WHEREAS, The funds for the local match portion of the Remonumentation Grant come from this account; and
WHEREAS, In 2015, the State eliminated the local contribution portion of the Remonumentation Grant leaving a reserve of \$60,941 in the Remonumentation budget; and
WHEREAS, The Remonumentation Administrator is recommending the purchase of a Leica GS14 MSRN Rover at a cost of \$16,144, said price being a MI Deals (State Pricing) quote eliminating the need for additional bids; and
WHEREAS, The State of Michigan and MDOT use Leicia equipment exclusively; and
WHEREAS, The Leica Rover is a Global Position System that uses satellites to provide highly accurate survey grad information with relative ease and this equipment would be used to obtain State Plan Coordinates on the centers of sections previously remonumented; and
WHEREAS, In addition, The Leica Rover can also be used for obtaining survey information for the Drain Office and GIS Division as well as survey work performed for Building and Grounds and Parks and Recreation Departments; Therefore, Be It
RESOLVED That the Bay County Board of Commissioners approves the purchase of the Leica GS14 MSRN Rover at a cost of \$16,144, (MI Deals price quote) and authorizes the Chairman of the Board to execute any documentation, if required, on behalf of Bay County following legal review/approval; Be It Further
RESOLVED That Remonumentation Program budget adjustments required for the purchase are approved.

KIM COONAN, CHAIR
AND COMMITTEE

Remonumentation Program - Leica GS14 MSRN Rover Purchase
MOVED BY COMM. _____

SUPPORTED BY COMM. _____

Table with 12 columns: COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E. Rows include Michael J. Duranczyk, Ernie Krygier, Vaughn J. Begick, Kim J. Coonan, Thomas M. Herek, and 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 DRAIN COMMISSIONER

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(HEARING IMPAIRED)

MEMORANDUM

DATE: July 1, 2015
TO: Kim Coonan, Chairman, Ways & Means
FROM: Mark Basket, Bay County Remonumentation Administrator *MJB*
RE: Remonumentation Program Peer Review Group Appointments

Background:

In 2014 the State Survey and Remonumentation Act 345 of 1990 was amended. As part of the amendment, the Peer Review Members are to be appointed on a yearly basis. The members of the peer review group are professional surveyors licensed in the State of Michigan. They review and provide advice on original public land survey corners or protracted public land survey corners presented by the remonument surveyor before the county accepts the original public survey corners or protracted public land survey corners for filing under its county plan. Currently the peer review group consists of 3 professional surveyors. The County contracts with 3 professional surveyors to perform the work. As part of their contract they are required serve as a peer group member. While presenting their contract corners, the surveyor is not part of the peer review group. As the Remonumentation Representative for Bay County, I serve as the third member of the Peer review Group.

The proposed members of the peer review Group for 2015 are:

Mark Basket, PS	
Jeremy Rosenbrock, PS	
Brian Bartlett, PS	Jeff Bartlett, PS alternate
Roger Mahony, PS	Jeff Wood, PS alternate

Recommendation:

Appointment of the above mentioned Professional Surveyors as the 2015 Bay County Remonumentation Peer Review Group.

BAY COUNTY BOARD OF COMMISSIONERS

7/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/7/15)

WHEREAS, In 2014 the State survey and Remonumentation Act 345 of 1990 was amended and, as part of the amendment, the Peer Review Members are to be appointed on a yearly basis; and

WHEREAS, The members of the peer review group are professional surveyors licensed in the State of Michigan and their role is review and provide advice on original public land survey corners or protracted public land survey corners presented by the remonument surveyor before the county accepts the original public survey corners or protracted public land survey corners for filing under its county plan; and

WHEREAS, Currently the peer review group consists of 3 professional surveyors. The County contracts with 3 professional surveyors to perform the work. As part of their contract, they are required to serve as a peer group member and while presenting their contract corners, the surveyor is not part of the peer review group; and

WHEREAS, A the Remonumentation representative for Bay County, Mark Basket serves as the third member of the Peer Review Group; and

WHEREAS, The proposed members of the Peer Review Group for 2015 are: Mark Basket, PS; Jeremy Rosenbrock, PS; Brian Bartlett, PS; Roger Mahony, PS; Jeff Bartlett, PS, alternate; Jeff Wood, PS, alternate; Therefore, Be it

RESOLVED That the Bay County Board of Commissioners hereby appoints Mark Basket, PS; Jeremy Rosenbrock, PS; Brian Bartlett, PS; Roger Mahony, PS; Jeff Bartlett, PS, alternate; Jeff Wood, PS, alternate as the Bay County Remonumentation Peer Review Group for 2015.

KIM COONAN, CHAIR AND COMMITTEE

Remonumentation - Bay County Remonumentation Peer Review Group for 2015

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

Table with 12 columns: COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E. Rows include Michael J. Duranczyk, Ernie Krygier, Vaughn J. Begick, Kim J. Coonan, Thomas M. Herek, and 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

BAY COUNTY
911 Central Dispatch

(989) 895-4051 • FAX (989) 892-3744

1228 Washington Ave., Bay City MI 48708

Christopher Izworski
Director

Ryan Manz
Emergency Management Coordinator
989-895-4112

To: Kim Coonan, Chairperson, Ways & Means Committee

From: Christopher Izworski, 9-1-1 Director

Date: June 15, 2015

Subject: Iosco County - Next Generation 9-1-1 Phone System Intergovernmental Agreement Addition.

Background: Iosco County 9-1-1 has requested membership into the Great Lakes Bay 9-1-1 Consortium per the provisions of the intergovernmental agreement of the consortium. Currently, the Intergovernmental Agreement is between Bay County, Midland County and Tuscola County.

The Next Generation 9-1-1 phone system Bay County 9-1-1 is implementing, offers the increased ability to handle and recover from disasters, obtain accurate caller location information, and enable applications such as text, video, and telematics, which can greatly improve emergency response, meet public expectations and in turn, save lives.

Finance/Economics: Bay County 9-1-1, Midland County 9-1-1, Huron 9-1-1, Tuscola County 9-1-1. Sanilac 9-1-1 and Iosco County 9-1-1 recognize that cost efficiencies can be achieved by common technology purchasing and the coordination of certain technologies among and/or between their respective 9-1-1 operations.

The addition of Iosco County 9-1-1 will not increase the cost of the project for Bay County. The addition of Iosco County has the potential to decrease the cost of future needed phone equipment/software purchases as well as the sharing of phone system maintenance costs.

Recommendation: Upon favorable review by Corporation Counsel, Bay County 9-1-1 recommends the approval and signature of the resolution allowing Iosco County 9-1-1 to join the Great Lakes Bay 9-1-1 Consortium.

Cc: Tom Hickner, Tim Quinn, Crystal Hebert, Amber Johnson, Shawna Walraven

June 15, 2015

BY BAY COUNTY BOARD OF COMMISSIONERS, MIDLAND COUNTY CENTRAL DISPATCH AUTHORITY AND
TUSCOLA COUNTY BOARD OF COMMISSIONERS

RESOLVED, that iosco County Central Dispatch is accepted as full member/collaborator of the Great Lakes Bay Consortium for the purpose of entering into a shared NG911 network, new telephone technologies and virtual backup capabilities for their 911 call answering and emergency service dispatch operations.

Execution

TUSCOLA COUNTY

By: _____ Date: _____, 2015
Thomas Bardwell, Chairperson
Tuscola County Board of Commissioners

Attest: _____
Jodi Fetting, Tuscola County Clerk

BAY COUNTY

By: _____ Date: _____, 2015
Ernie Krygier, Chairperson
Bay County Board of Commissioners

By: _____ Date: _____, 2015
Tom Hickner, Bay County Executive

Attest: _____
Cynthia A. Luczak, Bay County Clerk

MIDLAND COUNTY 911 AUTHORITY

By: _____ Date: _____, 2015
Chairperson of its Administrative Policy Board

Attest: _____
Administrative Assistant to the Board (Clerk)

BAY COUNTY BOARD OF COMMISSIONERS

7/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/7/15)

WHEREAS, Iosco County 9-1-1 has requested membership into the Great Lakes Bay 9-1-1 Consortium per the provisions of the intergovernmental agreement of the consortium; and

WHEREAS, Currently, the Intergovernmental Agreement is between Bay County, Midland County and Tuscola County; and

WHEREAS, The Next Generation 9-1-1 phone system Bay County 9-1-1 is implementing, offers the increased ability to handle and recover from disasters, obtain accurate caller location information, and enable applications such as text, video, and telematics, which can greatly improve emergency response, meet public expectations and in turn, save lives; and

WHEREAS, Bay County 9-1-1, Midland County 9-1-1, Iosco 9-1-1 and Tuscola County 9-1-1 recognize that cost efficiencies can be achieved by common technology purchasing and the coordination of certain technologies among and/or between their respective 9-1-1 operations; and

WHEREAS, The addition of Iosco County 9-1-1 will not increase the cost of the project for Bay County and the addition of Iosco County has the potential to decrease the cost of future needed phone equipment/software purchases as well as the sharing of phone system maintenance costs; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Iosco County Next General 9-1-1 Phone System Intergovernmental Agreement allowing Iosco County 9-1-1 to join the Great Lakes Bay 9-1-1 Consortium and authorizes the Chairman of the Board to execute said Agreement on behalf of Bay County following legal review/approval.

KIM COONAN, CHAIR
AND COMMITTEE

911 - Iosco County - Addition to Next Generation 911 Phone System

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

911 Central Dispatch

(989) 895-4051 • FAX (989) 892-3744

1228 Washington Ave., Bay City MI 48708

Christopher Izvorski
Director

Thomas L. Hickner
Bay County Executive

Ryan Manz
Emergency Management Coordinator
989-895-4112

To: Kim Coonan, Chairman, Ways & Means Committee

From: Ryan Manz, Emergency Management Coordinator

Date: June 30, 2015

Subject: Bay Alerts Vendor Service Agreement

Background: BAY Alerts provides 9-1-1 Central Dispatch a fast and reliable system of communicating with Bay County residents. Bay Alerts provides emergency messaging via land line telephone, cell phone, text messaging, pager and email. Bay Alerts is fully integrated with NOAA allowing for automatic weather alerts such as flooding, severe thunderstorms, tornados and winter storms. 9-1-1 has also partnered with several other agencies and departments in an effort to increase the number of Bay Alerts subscribers. Over the past 12 months, 9-1-1 has sent approximately 2.8 million messages with Bay Alerts.

We have outgrown the current vendor that delivers the Bay Alerts service. As such, we would like to move Bay Alerts to a new vendor called RAVE. The Bay Alerts branding will stay in place. This new vendor will be capable of putting out alerts more reliably, and with easier functionality for the system administrators. It will also integrate with the federal IPAWS system, which is something our current vendor cannot do. RAVE is also the company that offers Smart 911, which will allow us to implement that system much more seamless should we go that way in the future.

Finance/Economics: While the cost is slightly more than what we were paying our other vendor, RAVE's price is \$8,550 less than the new price from our current vendor. Funds currently exist within the current 911 budget to cover the service agreement.

Recommendation: Upon favorable review by Corporation Counsel, Emergency Management recommends approval and signature of this Service Agreement by the Board Chair.

Cc: Tom Hickner, Tim Quinn, Crystal Hebert, Amber Johnson, Christopher Izvorski, Debra Russell, Bob Redmond

BAY COUNTY BOARD OF COMMISSIONERS

7/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/7/15)
WHEREAS, Bay Alerts provides 9-1-1 Central Dispatch a fast and reliable system of communicating with Bay County residents, providing emergency messaging via land line telephone, cell phone, text messaging, pager and email; and
WHEREAS, Bay Alerts is full integrated with NOAA allowing for automatic weather alerts such as flooding, severe thunderstorms, tornados and winter storms; and
WHEREAS, 9-1-1 has also partnered with several other agencies and departments in an effort to increase the number of Bay Alerts subscribers and over the past 12 months, 9-1-1 has sent approximately 2.8 million messages with Bay Alerts; and
WHEREAS, 9-1-1 Central Dispatch has outgrown the current vendor that delivers the Bay Alerts services and wishes to move Bay Alerts to a new vendor called RAVE with the Bay Alerts branding to remain in place; and
WHEREAS, The new vendor will be capable of putting out alerts more reliably and with easier functionality for the system administrators; and
WHEREAS, RAVE will also integrate with the federal IPAWS system, which is something the current vendor cannot do; and
WHEREAS, RAVE also offers Smart 911 which will allow Bay County to implement that system more seamlessly if that is pursued in the future; and
WHEREAS, While the cost is slightly more than is being paid to the current vendor, RAVE's price is \$8,550 less than the new price from the current vendor and funds exist in the 911 budget to cover the service agreement; Therefore, Be It
RESOLVED That the Bay County Board of Commissioners approves the Bay Alerts Vendor Service Agreement with RAVE and authorizes the Chairman of the Board to execute said Service Agreement and related documents on behalf of Bay County following legal review/approval; Be It Further
RESOLVED That funds to cover the Service Agreement shall come from 911 funds and budget adjustments, if required and related to this Service Agreement, are approved.

KIM COONAN, CHAIR
AND COMMITTEE

Emergency Services - Bay Alerts - RAVE Service Agreement
MOVED BY COMM. _____

SUPPORTED BY COMM. _____

Table with 12 columns: COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E. Rows include Michael J. Duranczyk, Ernie Krygier, Vaughn J. Begick, Kim J. Coonan, Thomas M. Herek, and Donald J. Tilley.

VOTE TOTALS:
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DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

-4/8-

BAY COUNTY
GEOGRAPHIC INFORMATION SYSTEMS
515 Center Avenue, Suite 505
Bay City, Michigan 48708

JAY ANDERSON
GIS Manager
andersonj@baycounty.net

Phone (989) 895-4064
Fax (989) 895-4068
TDD (989) 895-4049
<http://www.baycounty-mi.gov>



TOM HICKNER
County Executive

LAURA OGAR, DIRECTOR
Environmental Affairs &
Community Development
ogarl@baycounty.net

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

MEMORANDUM

DATE: June 25, 2015

TO: Commissioner Kim Coonan, Chair
Ways & Means Committee

FROM: Jay Anderson, GIS Manager
Environmental Affairs & Community Development Department

RE: Joint Bay County & Bay City GIS Web Viewer Service

Background:

Consistent with the Bay County GIS program work plan, it is our intent to upgrade our existing GIS Web Viewer. The software that Bay County's current GIS Web Viewer runs on is no longer supported by the vendor. This upgraded GIS Web Viewer will also allow us to combine our other online GIS viewers into a single application.

The Bay County GIS program as well as the City of Bay City's GIS program has begun an effort to coordinate GIS projects and improve the sharing of data and resources. Both GIS programs have recommended the purchase of a joint GIS Web Viewer service from Amalgam, LLC.

This online resource will be a valuable tool to provide better GIS services to the citizens of Bay County and Bay City as well as coordination with outside agencies like the Bay County Road Commission. Many local businesses and government agencies rely on our GIS web viewers.

Summary:

It is the intent of the Bay County GIS program to acquire the GIS Web Viewer from Amalgam, LLC. No additional General Fund money will be requested at this time.

Finance & Economics:

The anticipated project startup and annual maintenance cost for the GIS Web Viewer is \$5,000. The cost will be split between the GIS programs of Bay County (70% or \$3,500) and Bay City (30% or \$1,500) based on the number of parcels in the two jurisdictions.

Recommendation:

Favorable recommendation to the Board of Commissioners to approve moving forward on securing the GIS Web Viewer service and the signing of all documents and any required budget adjustments.

Enclosures

cc: Tom Hickner, Laura Ogar, Amber Johnson, Deanne Berger, Bob Redmond, Kim Pressnitz, Crystal Hebert, Shawna Walraven

-49-

BAY COUNTY BOARD OF COMMISSIONERS

7/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/7/15)
WHEREAS, Consistent with the Bay County GIS Program work plan, an upgrade to the existing GIS Web Viewer is required since the software that the current GIS Web Viewer runs on is no longer supported by the vendor; and
WHEREAS, The upgraded GIS Web Viewer will also permit combining the other online GIS viewers into a single application; and
WHEREAS, The Bay County GIS Program as well as the City of Bay City's GIS program have begin efforts to coordinate GIS projects and improve the sharing of data and resources and both GIS programs have recommended the purchase of a joint GIS Web Viewer service from Amalgam, LLC; and
WHEREAS, As many local business and government agencies rely on Bay County GIS web viewers, this online resource will provide better GIS services to the citizens of Bay County and Bay City as well as coordination with outside agencies, i.e. Road Commission; and
WHEREAS, The anticipated project startup and annual maintenance cost for the GIS Web Viewer is \$5,000 and this cost will be split between the GIS programs of Bay County (70% or \$3,500) and Bay City (30% or \$1,500) based on the number of parcels in the two jurisdictions; and
WHEREAS, No General Fund monies are required at this time; Therefore, Be It
RESOLVED That the Bay County Board of Commissioners authorizes acquisition of the GIS Web Viewer service from Amalgam, LLC at a cost of \$5,000 (\$3,500 Bay County; \$1,500 Bay City) and the Chairman of the Board is authorized to execute the contract with Amalgam, LLC, and all documents related, on behalf of Bay County following legal review/approval; Be It Further
RESOLVED That related required budget adjustments are approved.

KIM COONAN, CHAIR
AND COMMITTEE

Environment Affairs - GIS Web View Service - Amalgam, LLC

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

Table with 12 columns: COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E. Rows include Michael J. Duranczyk, Ernie Krygier, Vaughn J. Begick, Kim J. Coonan, Thomas M. Herek, and Donald J. Tilley.

VOTE TOTALS:
ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

BAY COUNTY TRANSPORTATION PLANNING

515 Center Avenue, Suite 504
Bay City, Michigan 48708

JAY ANDERSON
BCATS Director
Bay City Area Transportation Study
andersonj@baycounty.net

Phone (989) 895-4064
Fax (989) 895-4068
TDD (989) 895-4049
<http://www.baycounty-mi.gov>



TOM HICKNER
County Executive

LAURA OGAR, DIRECTOR
Environmental Affairs &
Community Development

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

MEMORANDUM

DATE: June 25, 2015

TO: Commissioner Kim Coonan, Chair
Ways & Means Committee

FROM: Jay Anderson, BCATS Director
Bay County Transportation Planning

RE: **Ways and Means Committee Agenda Item – Memorandum of Understanding (MOU) between the Bay City Area Transportation Study (BCATS) and the Bay Metropolitan Transportation Authority (BMTA)**

Background:

On June 10, 2014 the Bay County Board of Commissioners approved the Master Agreement and associated Memorandum of Understanding (MOU) between the Michigan Department of Transportation (MDOT) and the Bay City Area Transportation Study (BCATS) (Resolution No. 2014-94). The Master Agreement details the activities, roles, and responsibilities of the Bay County Transportation Planning Division which acts as the Metropolitan Planning Organization known as BCATS. BCATS is required to maintain a certified planning program according to federal regulations in order to utilize federal funds for road construction projects in the Bay City Urbanized Area. The MOU with Bay Metropolitan Transportation Authority (BMTA) details the activities, roles, and responsibilities between BCATS and BMTA.

Finance & Economics:

The Master Agreement outlines the roles and responsibilities of MDOT, BCATS, and BMTA during each Fiscal Year. Additionally, each Fiscal Year requires an annual work program description (Unified Work Program) which further details the work items that will be produced during that Fiscal year and also requires specific annual authorization forms which detail the amount of funding being allocated to such work activities. The specific annual authorization forms are brought before the Ways & Means Committee separately for approval each year.

Recommendation:

Upon favorable review by Corporation Counsel, authorize signature by appropriate person(s) of the BMTA MOU and or any other required documents in order to fully implement the BCATS program.

cc: Tom Hickner Laura Ogar Amber Johnson Deanne Berger Debbie Russell

**BAY COUNTY BOARD OF COMMISSIONERS
7/14/2015
RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (7/7/15)

WHEREAS, On June 10, 2014 (Res. No. 2014-94), the Bay County Board of Commissioners approved the Master Agreement and associated Memorandum of Understanding (MOU) between the Michigan Department of Transportation (MDOT) and the Bay City Area Transportation Study (BCATS); and

WHEREAS, The Master Agreement details the activities, roles and responsibilities of the Bay County Transportation Planning Division which acts as the Metropolitan Planning Organization known as the Bay City Area Transportation Study (BCATS); and

WHEREAS, BCATS is required to maintain a certified planning program according to federal regulations in order to utilize federal funds for road construction projects in the Bay City Urbanized Area. The BMTA MOU details the activities, roles and responsibilities between BCATS and the Bay Metropolitan Transit Authority (BMTA); and

WHEREAS, The Master Agreement outlines the roles and responsibilities of MDOT, BCATS, and BMTA during each fiscal year and each fiscal year requires an annual work program description (Unified Work Program) which further details the work items that will be produced during that fiscal year and also requires specific annual authorization forms which detail the amount of funding being allocated to such work activities (specific annual authorization forms are brought before the Ways & Means Committee separately for approval each year). Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Memorandum of Understanding (MOU) between Bay City Area Transportation Study (BCATS) as well as the Memorandum of Understanding (MOU) between BCATS and the Bay Metropolitan Transit Authority (BMTA); Be Further

RESOLVED That the Chairman of the Board is authorized to sign the above referred documents and all documents required to fully implement the BCATS Program on behalf of Bay County following legal review/ approval; Be It Finally

RESOLVED That related, required budget adjustments are approved.

KIM COONAN, CHAIR
AND COMMITTEE

Transportation Planning - Memorandum of Understanding - BCATS; BMTA
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 _____
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DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
 AMENDED _____ CORRECTED _____ REFERRED _____



**BAY COUNTY
PERSONNEL DEPARTMENT**

Thomas L. Hickner
County Executive

Tim Quinn, Director
quinn@baycounty.net
(989) 895-4098 (T)
(989) 895-2076 (F)

Tiffany Jerry, Payroll/Benefits Supervisor
jerryt@baycounty.net
(989) 895-4032 (T)
(989) 895-2076 (F)

Rebecca Marsters, Retirement Administrator/Accountant
marstersr@baycounty.net
(989) 895-4043 (T)
(989) 895-2076 (F)

DATE: May 18, 2015

TO: Tim Quinn
Director of Personnel

Jeanie Deckert, Wellness Coordinator
deckertj@baycounty.net
(989) 895-4087 (T)
(989) 895-2076 (F)

FROM: Tiffany Jerry, Payroll & Benefits Supervisor

Becky Smutek, Payroll Clerk
smutekb@baycounty.net
(989) 895-4044 (T)
(989) 895-2076 (F)

SUBJECT: Budget Adjustment for ACA reporting requirements

BACKGROUND:

Effective in 2015, The Patient Protection and Affordable Care ACT (ACA) requires IRS 1094/1095 reporting to be completed in January of 2016 for calendar year 2015. The reporting requires the employer to report annually, broken down by month, which employees are offered coverage, whether they elected coverage and what months each employee and covered dependent received coverage. Employees and dependents must be reported separately. Each eligible employee will be provided the form for their tax purposes and the information is filed with the IRS (similar to a W2). The reporting requires coordination between BCBS, BCN, EHIM and Bay County however it is an employer responsibility to report timely to prevent penalties. We have located a vendor that is capable of the coordination and reporting to meet the ACA requirements. We expect the cost of the set up and reporting to be between \$6,000-\$8,000. However, this being the first year, we are requesting a budget adjustment not to exceed \$10,000 for 2015. As a point of information, this reporting is currently required to be done each year in January so this will be an annual reoccurring expense.

FINANCE/ECONOMICS:

There will be an additional cost to Bay County up to \$10,000 which includes set up and reporting for calendar year 2015. Funds do not currently exist in the health insurance fund budget therefore I am requesting approval of any required budget adjustment.

RECOMMENDATION:

I am requesting approval and authorization for the increased contractual services dollars for the payroll department and upon approval to make necessary budget adjustments.

CC: Tom Hickner, County Executive
Crystal Hebert, Finance Officer
Kim Priessnitz, Assistant Finance Officer

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BAY COUNTY BOARD OF COMMISSIONERS

7/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/7/15)
 WHEREAS, Effective in 2015, the Patient Protection and Affordable Care Act (ACA) requires IRS 1094/1095 reporting to be completed in January of 2016 for calendar year and the reporting requires the employer to report annually, broken down month by month, which employees are offered coverage, whether they elected coverage and what months each employee and covered dependent received coverage; and
 WHEREAS, Employees and dependents must be reported separately and each eligible employee will be provided the form for their tax purposes and the information is filed with the IRS (similar to a W-2); and
 WHEREAS, The reporting requires coordination between BCBS, BCN, EIHM and Bay County, however, it is an employer responsibility to report timely to prevent penalties; and
 WHEREAS, County Administration has located a vendor (Health Decisions) that is capable of the coordination and reporting to meet the ACA requirements and the anticipated cost for set-up and reporting is estimated to be between \$6,000 and \$8,000, however, since it is the initial set up a budget adjustment not to exceed \$10,000 is requested; and
 WHEREAS, This reporting is currently required to be done annually and will be an annual expense; and
 WHEREAS, Funds to cover this expense do not exist in the health insurance fund budget; Therefore, Be It
 RESOLVED That the Bay County Board of Commissioners authorizes entering into a contractual arrangement with Health Decisions for provision of ACA reporting requirements and authorizes the Chairman of the Board to execute said contract on behalf of Bay County following legal review/approval; Be It Further
 RESOLVED That a budget adjustment not to exceed \$10,000 for the ACA reporting is approved, monies to come from Fund Balance.

KIM COONAN, CHAIR
 AND COMMITTEE

Personnel - Health Decisions - ACA Reporting Requirements
 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 _____
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DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
 AMENDED _____ CORRECTED _____ REFERRED _____

-54-



**BAY COUNTY
PERSONNEL DEPARTMENT**

Tim Quinn, Director
quinnt@baycounty.net
(989) 895-4098 (T)
(989) 895-2076 (F)

Thomas L. Hickner
County Executive

Tiffany Jerry, Payroll/Benefits Super.
jerryt@baycounty.net
(989) 895-4032 (T)
(989) 895-2076 (F)

Jeanie Deckert, Wellness Coordinator
deckertj@baycounty.net
(989) 895-4087 (T)
(989) 895-2076 (F)

Becky Smutek, Payroll Clerk
smutekb@baycounty.net
(989) 895-4044 (T)
(989) 895-2076 (F)

TO: Tim Quinn, Personnel Director
FROM: Tiffany Jerry, Payroll/Benefits Supervisor
DATE: May 29, 2015
RE: Charlene Hogan – Cash out of Accrued Sick & Vacation

Effective June 5, 2015, Charlene Hogan is being appointed to the position of Bay County Deputy County Clerk. As Deputy Clerk, Ms. Hogan will no longer accrue sick and vacation and benefits. As of May 29, 2015 Ms. Hogan has sick and vacation balances of 275.35 hours and 623.50 hours, respectively. Both of these balances are contingent upon Ms. Hogan not taking any leave time between now and June 5, 2015. If she does take leave time, the balances will be adjusted accordingly. Payment of unused leave time will require action by the Board of Commissioners to waive rules 8.7 and 9.7 of the Bay County Personnel Policy, as this was the way it was handled when Cindy Luczak was appointed Bay County Clerk in 2004. Both rules require separation from service as a prerequisite to payment for accrued benefits.

I have enclosed a copy of Resolution number 2004-184, in which the payment of Ms. Luczak's benefits was authorized.

If you have any questions, please let me know.

Sincerely,

A handwritten signature in cursive script that reads "Tiffany Jerry".

Tiffany Jerry
Payroll/Benefits Supervisor

cc: Charlene Hogan, Deputy County Clerk

enc. Res. No. 2004-184

BAY COUNTY BOARD OF COMMISSIONERS

7/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/7/15)

WHEREAS, Charlene Hogan has requested a pay-out of her accrued sick (275.35 hours) and vacation (623.50 hours) time at the time she transferred from Probate Court Office Manager to Deputy County Clerk on June 5, 2015; and

WHEREAS, Bay County's Personnel Policy allows pay-out of unused sick and/or vacation time to chief deputies to elected officials upon "termination of employment" or upon "separation from county service"; and

WHEREAS, The Bay County Personnel Policy has been waived in the past for Linda Tober, Jeanette Neitzel and Cynthia A. Luczak under similar circumstances; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that, in this instance, the Rule 8.7 of the Bay County Personnel Policy is hereby waived and, in accordance with past practice, authorization is granted to pay Charlene Hogan for accrued vacation leave (623.50 hours) and accrued sick leave (275.35), funds to come from fund balance.

KIM COONAN, CHAIR
AND COMMITTEE

CHogan-Sick&VacPayOut

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



DEBRA RUSSELL
Director, Administrative Services Department
russelld@baycounty.net

MEMORANDUM

TO: KIM COONAN, CHAIRMAN
WAYS & MEANS COMMITTEE

FROM: SAFETY & SECURITY WORKGROUP

RE: SAFETY & SECURITY GRANT APPLICATION

DATE: JULY 1, 2015

BACKGROUND:

We have recently taken efforts to evaluate and assess measures aimed to improve the safety of our facilities and also of the employees and visitors to our buildings. We have called upon experts in security to conduct an on-site assessment and to make recommendations as to areas in which we could benefit from improvements.

A Safety & Security Workgroup was formed to explore areas needing improvement and to formulate an action plan. The first location identified was the County Building. We sought the support of Elected Officials and Union leadership have offices in that facility. (See attached letter and list of Workgroup members).

RECOMMENDATION:

Since many of the items identified in our Action Plan will need to be implemented over time, we have targeted certain measures which can be completed with minimal effort but having positive results. These items have been determine to be an essential first step. As such, we request permission to submit a grant application to MMRMA for RAP (Risk Avoidance Program) grant funding to defray the costs of these initial improvements at a cost not to exceed \$10,000.00.

FINANCIAL IMPACT:

If our grant request is approved, MMRMA will reimburse Bay County for one-half of the expenses for these measures. Since these security expenses were not budgeted, we further request that funds be taken from the General Fund and that any necessary budget adjustment be approved for an amount not to exceed \$10,000. The deadline for submission of our grant application is July 17, 2015.

515 Center Avenue, Suite 402, Bay City, MI 48708-5125 (989) 895-4130
FAX (989) 895-7658 TDD (hearing impaired) (989) 895-4049 www.baycounty-mi.gov

COUNTY OF BAY



June 3, 2015

Bay County Employees
Bay County Building
515 Center Avenue
Bay City, Michigan 48708

**RE: SAFETY & SECURITY FOR EMPLOYEES
WORKING IN THE BAY COUNTY BUILDING**

Dear Bay County Employee:

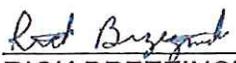
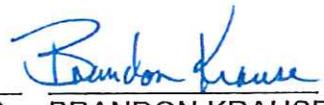
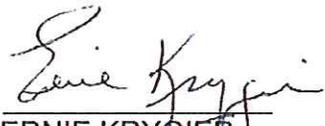
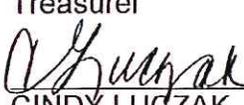
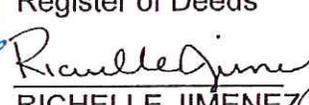
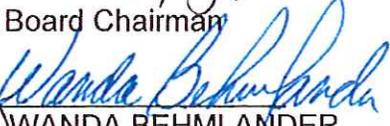
The safety and welfare of our employees and visitors to all Bay County facilities are very important to each of us.

Recently, a Safety & Security Workgroup has been formed to identify areas needing improvement, measures we can all take to increase our awareness, and to formulate an action plan to accomplish our common goal.

The first focus area identified by the group was the Bay County Building. As elected officials and union leadership of employees working in this building, we offer our support to the Workgroup as they carry out their plan for employee training, safety materials, building enhancements, etc. All efforts will be made to keep everyone informed.

Many of these measures will happen over time but employee cooperation is necessary for success. It is important to remember we have a shared goal: the safety and welfare of our employees and visitors. If you have any questions, please feel free to contact any member of the Workgroup.

Sincerely,

 RICK BRZEZINSKI Treasurer	 TOM HICKNER Executive	 BRANDON KRAUSE Register of Deeds	 ERNIE KRYGIER Board Chairman
 CINDY LUCZAK Clerk	 JOSEPH RIVET Drain Comm.	 RICHELLE JIMENEZ Pres., BCAMPS	 WANDA BEHMLANDER Pres., USWA

515 Center Avenue, Bay City, MI 48708 - www.baycounty-mi.gov

2015 SAFETY & SECURITY WORKGROUP

Brandon Krause
Register of Deeds

Cristen Gignac
Director, Recreation & Facilities

Tim Quinn
Director, Personnel & Employee Relations

Troy Cunningham
Undersheriff

Chris Izworski
Director, 911

Crystal Hebert
Director, Finance Department

Debra Russell
Director, Administrative Services

Ryan Manz
Emergency Services Manager

Jon Morse
Building & Grounds Superintendent

Frances Moore
Purchasing Agent

Julie Coppens
Information Systems Manager

Nicole LaDouce
Adm. Assistant, Finance Department

BAY COUNTY BOARD OF COMMISSIONERS

7/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/7/15)
WHEREAS, Efforts have been ongoing to evaluate and assess measures aimed to improve the safety of County facilities as well as the employees and visitors to County facilities; and
WHEREAS, Experts in security have been consulted to conduct an on-site assessment and to make recommendations as to areas which could benefit from improvement; and
WHEREAS, A Safety & Security Workgroup was formed to explore areas needing improvement and to formulate an action plan and, since the County Building was the first location identified, support from Elected Officials and Union leadership with offices in that facility was sought; and
WHEREAS, Since many of the items identified in the Action Plan will need to be implemented over time, certain measures have been targeted which can be completed with minimal effort but which will have positive results; and
WHEREAS, Authorization is being sought to make application for RAP (Risk Avoidance Program) grant funds (\$10,000) through MMRMA, the grant application deadline being July 17, 2015; and
WHEREAS, If approved, MMRMA will reimburse Bay County for one-half of the expenses for the security measures, however, since these security expenses were not budgeted, it is requested that an amount not to exceed \$10,000 be appropriated from General Fund Fund Balance; Therefore, Be it
RESOLVED That the Bay County Board of Commissioners hereby appropriates up to \$10,000 for the safety and security measures for the County Building, monies to come from Fund Balance, related budget adjustments are approved; Be It Further
RESOLVED That the Chairman of the Board is authorized to execute the RAP Grant application and all related 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

Administrative Services - RAP Grant - Security Measures
MOVED BY COMM. _____

SUPPORTED BY COMM.

Table with 12 columns: COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E. Rows include Michael J. Duranczyk, Ernie Krygier, Vaughn J. Begick, Kim J. Coonan, Thomas M. Herek, and Donald J. Tilley.

VOTE TOTALS:
ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____

BAY COUNTY
Recreation & Facilities

Cristen M. Gignac
Director of Recreation & Facilities
gignacc@baycounty.net

515 Center Avenue
Bay City, Michigan 48708

Phone (989) 895-4130
Fax (989) 895-2094
TDD (989) 895-4049
www.baycounty-mi.gov



Thomas L. Hickner
County Executive

BUILDINGS & GROUNDS
Jon Morse, Supervisor
morsej@baycounty.net

RECREATION
Brent Goik, Recreation & Clubhouse Supervisor
goikb@baycounty.net

To: Ernie Krygier, Chairman of the Bay County Board of Commission
From: Cristen Gignac, Director of Recreation and Facilities
Date: June 3, 2015
Subject: Authorization to Waive Fee for McLaren Bay Medical Foundation Fundraiser

Request: McLaren Bay Medical Foundation would like to host a barn dance entitled "Hoe Down for Mental Health" on Friday, August 28th from 3:00 PM until 11:00 PM. This event will take place at the Bay County Fairgrounds in the Canteen, Merchants Building and grounds to the North. I am requesting a waiver of the fee for this event.

Background: All proceeds from this fundraiser will go to remodeling of the Behavioral Health Unit at McLaren which is needed to provide a safe, secure, esthetically soothing environment for the patients of the unit. Bay County supports the Bay Arenac Behavioral Health Authority annually.

Economics: Waiver of fees for the use of the Fairgrounds for the "Hoe Down for Mental Health" event on August 28, 2015. The merchant's building rents for \$163.00 a day. The Canteen is \$300.00 per day. If alcohol is going to be present at the event, McLaren Bay Medical Foundation would be required to pay the costs of the security personnel.

Recommendation: It is recommended that the User Fee for use of the Fairgrounds to be waived for McLaren Bay Medical Foundation's event on August 28, 2015.

cc: Tom Hickner
Crystal Hebert
Robert Redmond

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BAY COUNTY BOARD OF COMMISSIONERS

7/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/7/15)

WHEREAS, McLaren Bay Medical Foundation wishes to host a barn dance entitled "Hoe Down for Mental Health" on Friday, August 28th from 3:00 PM until 11:00 PM, the event to take place at the Bay County Fairgrounds in the Canteen, Merchants Building and grounds to the North and a waiver of the County's fee for this event is requested; and

WHEREAS, All proceeds from this fundraiser will go to remodeling The Behavioral Health Unit at McLaren Bay Regional which is needed to provide a safe, secure, esthetically soothing environment for the patients of the unit; and

WHEREAS, Bay County supports the Bay Arenac Behavioral Health Authority annually; and

WHEREAS, The merchant's building rents for \$163.00 a day. The Canteen is \$300.00 per day, however, if alcohol is going to be present at the event, McLaren Bay Medical Foundation would be required to pay the costs of the security personnel; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners waives the Use Fee for the Canteen, the Merchants Building and the grounds to the North for the "Hoe Down for Mental Health" event sponsored by McLaren Bay Medical Foundation to be held on Friday, August 28, 2015 from 3:00 p.m. to 11:00 p.m.

KIM COONAN, CHAIR
AND COMMITTEE

Recreation & Facilities - Waiver of Use Fee - McLaren Bay Medical Foundation

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 _____

-62-

BAY COUNTY
Recreation & Facilities

Cristen M. Gignac
Director of Recreation & Facilities
gignacc@baycounty.net

515 Center Avenue
Bay City, Michigan 48708

Phone (989) 895-4130
Fax (989) 895-2094
TDD (989) 895-4049
www.baycounty-mi.gov



Thomas L. Hickner
County Executive

BUILDINGS & GROUNDS
Jon Morse, Supervisor
morsej@baycounty.net

RECREATION
Brent Goik, Recreation & Clubhouse Supervisor
goikb@baycounty.net

To: Kim Coonan, Chairman of Ways & Means Committee
From: Cristen Gignac, Director of Recreation and Facilities
Date: July 1, 2015
Subject: Fee Schedule Changes

Request: I would like to update the following fees on the 2015 fee schedule.

Background: At the Civic Arena, the yearly calendar for hockey runs from September to August (as opposed to the calendar year). Therefore, I would like to request the following fee changes to be effective September 1, 2015 in order for the fees to stay consistent through the whole hockey season.

Economics: Increase the following user fees (each is being increased by \$1.00):

- Public Skate - \$5.00
- Noon Skate - \$4.00
- Stick & Puck:
 - Afternoon - \$4.00
 - Evening - \$5.00
- Skate Rental - \$3.00

Recommendation: To approve the change in the fee schedule effective September 1, 2015

cc: Tom Hickner
Crystal Hebert
Robert Redmond
Brent Goik

BAY COUNTY BOARD OF COMMISSIONERS

7/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/7/15)

WHEREAS, At the Civic Arena, the yearly calendar for hockey runs from September to August (as opposed to the calendar year), and, as a result, the Director of Recreation and Facilities is requesting the following fee changes to be effective September 1, 2015 in order for the fees to stay consistent through the whole hockey season; and

WHEREAS, The following user fees are being increased by \$1.00, as follows:

- 1. Public Skate - \$5.00
2. Noon Skate - \$4.00
3. Stick & Puck:
a. Afternoon - \$4.00
b. Evening - \$5.00
4. Skate Rental - \$3.00

RESOLVED By the Bay County Board of Commissioners that, effective September 1, 2015, the above outlined Civic Arena fees shall be implemented and included in the County's Fee Schedule.

KIM COONAN, CHAIR AND COMMITTEE

Civic Arena - User Fees

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

Table with 12 columns: COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E. Rows include Michael J. Duranczyk, Kim J. Coonan, Michael E. Lutz, Ernie Krygier, Thomas M. Herek, Vaughn J. Begick, and 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



Joel R. Strasz
Public Health Director

1200 Washington Avenue
Bay City, Michigan 48708

(989) 895-4003

FAX (989) 895-4014

TDD (989) 895-4049

www.baycounty-mi.gov/Health

To: Kim Coonan, Chairman
Ways and Means Committee

From: Joel Strasz
Health Director

Date: July 1, 2015

RE: Community Health Assessment Funding from the Bay Area Community Foundation

BACKGROUND: Previously this year, the Bay County Health Department, submitted a grant proposal to the Bay Area Community Foundation to assist in funding the latest round of Community Health Assessment in Bay County. The Community Foundation granted the Health Department \$5,000 to assist in these activities. Pursuant to language in Resolution 2015-51, "the Chairman of the Board is authorized to execute the grant application documents only on behalf of Bay County following Finance Department and legal review/approval with all grant award documents to be brought back to the Ways and Means Committee for review."

FINANCE AND ECONOMICS: The \$5,000 will be utilized in the community health assessment process, to assist with the funding of the Health Educator and in implementing a community based survey. There is no match. No General funds will be utilized in the Community Health Assessment project and there is no additional financial cost to the Health Department as all costs associated for the project are to be included in the grant(s). The Health Department is also seeking collaborative funding from McLaren Bay Region, Bay Health Plan and other potential community based partners.

RECOMMENDATION: The Health Department recommends approval to any and all agreements and budget adjustments related to this and other related grants regarding community health assessment.

CC: Thomas Hickner, County Executive
Crystal Hebert, Finance
Joel Strasz, Health Director
Amber Johnson, Corporation Counsel

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BAY COUNTY BOARD OF COMMISSIONERS

7/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/7/15)
WHEREAS, Previously this year, the Bay County Health Department, submitted a grant proposal to the Bay Area Community Foundation to assist in funding the latest round of Community Health Assessment in Bay County and the Community Foundation granted the Health Department \$5,000 to assist in these activities; and
WHEREAS, Pursuant to language in Resolution 2015-51, "the Chairman of the Board is authorized to execute the grant application documents only on behalf of Bay County following Finance Department and legal review/approval with all grant award documents to be brought back to the Ways and Means Committee for review."; and
WHEREAS, The \$5,000 will be utilized in the community health assessment process, to assist with the funding of the Health Educator and in implementing a community-based survey and there is no match; and
WHEREAS, No General funds will be utilized in the Community Health Assessment project and there is no additional financial cost to the Health Department as all costs associated for the project are to be included in the grant(s); and
WHEREAS, The Health Department is also seeking collaborative funding from McLaren Bay Region, Bay Health Plan and other potential community-based partners; Therefore, Be It
RESOLVED That the Bay County Board of Commissioners accepts the Bay Area Community Foundation Grant and authorizes the Chairman of the Board to execute the Grant Agreement and all related documents on behalf of Bay County following legal review/approval; Be It Further
RESOLVED That budget adjustments related to the Community Foundation grant award are approved; 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

Health Dept - Bay Area Community Foundation Grant - Community Health Assessment
MOVED BY COMM. _____

SUPPORTED BY COMM.

Table with 12 columns: COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E. Rows include Michael J. Duranczyk, Kim J. Coonan, Michael E. Lutz, Ernie Krygier, Thomas M. Herek, Vaughn J. Begick, and 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

7/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/7/14)

WHEREAS, Bay County Ordinance No. 28 created a Budget Stabilization Fund which states that the Fund shall not exceed 15% of the County's most recent General Fund budget as originally adopted; and

WHEREAS, Bay County's General Financial Policy was amended on September 1, 2009 (Res. No. 2009-179) to increase the maximum reserve for a long-term advance to the Budget Stabilization fund to 15%; and

WHEREAS, The current balance of \$4,942,968.60 in the reserve for a long-term advance to the Budget Stabilization Fund is equivalent to fourteen and forty hundredths percent (14.40%) of the 2015 General Fund adopted budget of \$34,320,851; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that the reserve for a long-term advance to the Budget Stabilization Fund be increased by \$205,159.05 to \$5,148,127.65 which is equivalent to fifteen percent (15%) of the 2015 General Fund adopted budget of \$34,320,851; Be It Further

RESOLVED That monies to fund the increase are to come from the General Fund Unassigned Fund Balance.

KIM COONAN, CHAIR AND COMMITTEE

Finance - Budget Stabilization Fund

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 07/07/2015

RESOLVED: By this Board of Commissioners of Bay County, Michigan, that the following Budget Adjustments are hereby approved on 07/14/2015 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
2015-07-004	DIVISION ON AGING FUND HEALTH PROMOTION OCT-DEC Total DIVISION ON AGING FUND			X
	TO INCREASE DIVISION ON AGING EXERCISE PROGRAM BUDGET DUE TO INCREASE IN PARTICIPATION AND REQUEST FOR MORE EXERCISE PROGRAMS.			
2015-07-017	DRUG LAW ENFORCEMENT FUND SHERIFF DEPARTMENT Total DRUG LAW ENFORCEMENT FUND		\$1,000	
	TO BUDGET FOR THE PURCHASE OF EQUIPMENT FROM THE DRUG ENFORCEMENT FUND. THE SHERIFF DEPARTMENT HAS \$4,559 BALANCE IN THIS FUND TO BE USED FOR DRUG ENFORCEMENT ACTIVITIES.			

Kim Coonan, Chairman W. & M. and Committee

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Budget Adjustment Detail

Journal Request Number 2015-07-004

Ref: DOA

Desc: DOA EXERCI

Eff Date: 07/14/2015

Org / Object	Description	I/D	Amount		
DIVISION ON AGING FUND					
HEALTH PROMOTION OCT-DEC					
27667232	62500	MISC. SERVICES / FEES	I	2,500	
27667232	80200	CONTRACTUAL SERVICES	I	2,500	
Total DIVISION ON AGING FUND				Favorable	Unfavorable
				\$0	\$0

Explanation

TO INCREASE DIVISION ON AGING EXERCISE PROGRAM BUDGET DUE TO INCREASE IN PARTICIPATION AND REQUEST FOR MORE EXERCISE PROGRAMS.

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Budget Adjustment Detail

Journal Request Number **2015-07-017**

Ref: DRUG

Desc: DRUG ENF

Eff Date: 07/07/2015

Org / Object	Description	I/D	Amount
DRUG LAW ENFORCEMENT FUND			
SHERIFF DEPARTMENT			
26530100 40001	FUND BALANCE	I	1,500
26530100 74500	ROAD/MARINE PATROL SUPPLIES	I	1,500
Total DRUG LAW ENFORCEMENT FUND			
		Favorable	Unfavorable
		\$0	\$1,500

Explanation

TO BUDGET FOR THE PURCHASE OF EQUIPMENT FROM THE DRUG ENFORCEMENT FUND. THE SHERIFF DEPARTMENT HAS \$4,559 BALANCE IN THIS FUND TO BE USED FOR DRUG ENFORCEMENT ACTIVITIES.

John E. Miller
Sheriff Of Bay County

Troy Cunningham
Undersheriff

Troy A. Stewart
Jail Administrator



Date: July 1, 2015
To: Kim J. Coonan
Chairman, Ways & Means Committee
From: Sheriff John E. Miller *John E. Miller*
REF: Drug Forfeiture Fund Purchase

I am requesting to move available fund monies from the Drug Forfeiture Funds into the org expense to purchase equipment.

I am requesting the committee's approval(s) and authorization to proceed with the purchase of equipment. Upon approval(s) to make necessary budget adjustments for the purchase.

CC: Undersheriff Troy Cunningham
Deanne Burger, BOC
Crystal Hebert, Finance Director
Kim Priessnitz, Assistant Finance Director
File

W&M-DrugForfeitureFundPurchase

Phone: (989) 895-4050

Public Safety Depends On You!
503 Third Street, Bay City, Michigan 48708

-71-
Fax: (989) 895-4058

Description	Journal Number	2015 Fund Balance
Audited Unassigned Fund Balance or (Deficit) 12/31/2014		\$5,683,497
Reverse previous years Assigned Fund Balance *		\$0

Assigned Fund Balance or (Deficit)		\$5,683,497
2015 Budgeted Surplus /(Deficit)		-\$445,055

BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH JUNE 2015

Purchase a bed liner for the 2006 Sterling dump truck	15-02-0253	-\$1,600
To purchase a 2006 Sterling dump truck	15-02-0068	-\$48,500
Increase Corp. Counsel budget for reorganization to Dept head and pay grade PN12	15-02-0004	-\$7,698
Increase Corp. Counsel budget to fund the Assistant Corp. Counsel position	15-02-0003	-\$53,928
Civic Arena's purchase of skates & helmets funding source Bay Foundation	15-02-0002	-26,072
Budget for the repair of the southside elevator in County building	15-03-0026	-22,000
Increase GIS budget for enhanced LiDAR data Aerial Photography project	15-03-0002	-42,750
Correct GIS budget error revenue was entered a debit for 100. should be 200. credit	15-04-0049	300
Correct budget error health contribution under wrong activity	15-04-0011	2,152
Increase Sheriff budget for a replacement vehicle due to an accident	15-04-0365	-16,400
Increase budget for special audit	15-04-0312	-20,000
Increase Community Center budget for replacement of gym floor	15-04-0097	-30,000
Incr. Animal Control budget from rolled over 2014 money for remaining radios costs	15-04-0012	-1,918
Increase Community Center budget for purchase of drinking water fountain	15-06-0002	-164
Increase Civic Arena budget for new seals for the ice rink	15-06-0050	-17,205

June 30, 2015		-285,783
Assigned Fund Balance or (Deficit) 6/30/2015		\$4,952,659



BAY COUNTY
FINANCE/INFORMATION SYSTEMS

Thomas L. Hickner
Bay County Executive

Crystal A. Hebert
Finance Officer
hebertc@baycounty.net

Kimberly A. Priessnitz
Assistant Finance Officer
priessnitzk@baycounty.net

Frances A. Moore
Purchasing/Housing Rehab
mooref@baycounty.net

Julie A. Coppens
Information Systems Manager
coppensi@baycounty.net

TO: Kim Coonan, Chairperson
Ways & Means Committee

FROM: Crystal Hebert *CH*
Finance Officer

RE: Executive Directive #2007-11

DATE: July 1, 2015

REQUEST:

Please place this memo on the July 7, 2015, agenda for your committee's information.

BACKGROUND:

On June 24, 2015 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 2014 and/or 2015 appear to have no changes.

RECOMMENDATION:

To receive.

c: Tom Hickner
Kim Priessnitz
Tim Quinn

BAY COUNTY BOARD OF COMMISSIONERS

7/14/2015

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/7/15)

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

ACCOUNTS PAYABLE:

6/10/15	\$ 383,703.28
6/12/15	\$ 2,431.00
6/17/15	\$ 352,674.12
6/24/15	\$5,051,275.84
7/01/15	\$ 291,926.60

BAYANET:

April 2015	
1. Payables	\$ 17,322.10
2. Payroll	\$ 8,467.09
May 2015	
1. Payables	\$ 25,064.27
2. Payroll	\$ 8,631.86

HOUSING (Center Ridge Arms):

6/3/15	\$ 71,568.96
6/19/15	\$ 42,811.51

**KIM COONAN, CHAIR
AND COMMITTEE**

Payables-July

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 _____

-74-

MEMORANDUM

TO: Michael Lutz, Chairman,
Bay County Personnel and Human Services Committee

From: Amber L. Davis-Johnson,
Bay County Corporation Counsel

Re: Request by County Clerk to Retain Outside Legal Counsel

Date: June 16, 2015

Background:

This Board passed Resolution 2014-113 on June 17, 2014 which adopted the County's current Civil Counsel Guidelines. Those guidelines provide that only Corporation Counsel may enter into contracts for outside legal services, and sets forth a procedure for elected officials to request retention of such outside counsel. The County Clerk has, in conformance with those Guidelines, submitted a written request to retain outside counsel for potential litigation on behalf of the Clerk which may assert that the Bay County Board of Commissioners has failed to provide a serviceable level of funding to allow the Clerk's office to fulfill statutorily mandated functions. Corporation Counsel has an obligation to review the request and make a determination if such a request is necessary and appropriate and, in cases where a conflict of interest between County entities has arisen, may obtain the legal opinion of an independent attorney to determine if any potential cause of action is frivolous or has merit.

An independent analysis/evaluation by Resilient-C was commissioned by the Board of Commissioners in 2009 to analyze the operations in the Clerk's Office which determined that there was sufficient staffing in the office to provide the statutorily mandated services. There have been significant changes in the Clerk's Office since that time, including loss of a full time employee, changes in statutorily mandated responsibilities, and utilization of on-line services and availability of credit card payments through that on-line service. An up-to-date independent analysis of the work flow in the Clerk's Office would greatly assist Corporation Counsel in evaluating the Clerk's request to obtain outside counsel.

Financial Impact on the County:

The financial impact on the County would be the cost of the study itself. The prior resolution passed in 2009 approved a budget adjustment of up to \$4,000 for the work processes study. An increase in the amount not to exceed \$6,000 would seem appropriate for services at this date. The results of the survey may either cost the County additional funds for the retention of additional staffing in the Clerk's office, or may save costs for the retention of outside counsel if it is determined that the Clerk's office is sufficiently staffed. It is impossible to predict that economic impact at this time.

Recommendation:

That the Board Approve the request: (1) to retain an independent firm to study the work processes and work flow of the Clerk's office (at the cost of no more than \$6,000); and (2) for such firm to provide to the Board of Commissioners a recommendation regarding staffing and technology necessary for the Clerk's office to fulfill the statutorily mandated responsibilities at a serviceable level. This, along with consultation with the Clerk's office and other County entities with pertinent information, will allow Corporation Counsel (or an independent attorney) to better determine if the Clerk's request to retain outside counsel is necessary and appropriate and/or if the potential cause of action is frivolous or has merit, necessitating the retention of outside counsel.

BAY COUNTY BOARD OF COMMISSIONERS

7/14/2015

RESOLUTION

- BY: WAYS AND MEANS COMMITTEE (7/7/15)
- WHEREAS, The Bay County Board of Commissioners adopted Resolution 2014-113 on June 17, 2014 approving the County's current Civil Counsel Guidelines; and
- WHEREAS, Those guidelines provide that only Corporation Counsel may enter into contracts for outside legal services, and sets forth a procedure for elected officials to request retention of such outside counsel; and
- WHEREAS, The Bay County Clerk has, in conformance with those Guidelines, submitted a written request to retain outside counsel for potential litigation on behalf of the Clerk which may assert that the Bay County Board of Commissioners has failed to provide a serviceable level of funding to allow the Clerk's office to fulfill statutorily mandated functions; and
- WHEREAS Corporation Counsel has an obligation to review the request and make a determination if such a request is necessary and appropriate and, in cases where a conflict of interest between County entities has arisen, may obtain the legal opinion of an independent attorney to determine if any potential cause of action is frivolous or has merit; and
- WHEREAS, An independent analysis/evaluation by Resilient-C was commissioned by the Board of Commissioners in 2009 to analyze the operations in the Clerk's Office which determined that there was sufficient staffing in the office to provide the statutorily mandated services; and
- WHEREAS, There have been significant changes in the Clerk's Office since that time, including loss of a full time employee, changes in statutorily mandated responsibilities, and utilization of on-line services and availability of credit card payments through that on-line service; and
- WHEREAS, An up-to-date independent analysis of the work flow in the Clerk's Office would greatly assist Corporation Counsel in evaluating the Clerk's request to obtain outside counsel; and
- WHEREAS, The financial impact on the County would be the cost of the study itself. The prior resolution passed in 2009 approved a budget adjustment of up to \$4,000 for the work processes study. An increase in the amount not to exceed \$6,000 would seem appropriate for services at this date; and
- WHEREAS, The results of the survey may either cost the County additional funds for the retention of additional staffing in the Clerk's office, or may save costs for the retention of outside counsel if it is determined that the Clerk's office is sufficiently staffed. It is impossible to predict that economic impact at this time; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the following requests: (1) to retain an independent firm to study the work processes and work flow of the Clerk's office (at the cost of no more than \$6,000); and (2) for such firm to provide to the Board of Commissioners a recommendation regarding staffing and technology necessary for the Clerk's office to fulfill the statutorily mandated responsibilities at a serviceable level; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute a contract with the independent firm on behalf of Bay County following legal review/approval; Be It Finally

RESOLVED That budget adjustments related to this work processes/work flow study are approved.

KIM COONAN, CHAIR
AND COMMITTEE

Favorably recommended by Personnel/Human Services Committee 6/16/15.

Corporation Counsel - Work Study for County Clerk's Office

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 _____