WAYS AND MEANS COMMITTEE
AGENDA
TUESDAY, DECEMBER 4, 2012

4:00 P.M.

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

I CALL TO ORDER

II ROLL CALL

1- 4 III MINUTES (10/2/12)

IV PUBLIC INPUT

V PETITIONS AND COMMUNICATIONS

5- 8 A. Bay County Treasurer - Annual Review of the Delinquent Tax Revolving Fund **(Seeking approval of recommendation to transfer $1,150,000 from DTRF for 2013 - proposed resolution attached)**

9-12 B. Court Administrator - Grant Application **(Seeking authorization to make application for Swift and Sure Sanctions Probation Program Grant, authorization for Board Chair to sign all required documents, approval of required budget adjustments - proposed resolution attached)**

13-14 C. Corporation Counsel - Renewal of Liability Insurance **(Seeking approval of renewal of liability insurance for 2013 with MMRMA at a cost of $434,348 (same as 2012) - proposed resolution attached)**

D. Health Director

15-16 1. Amendment #1 t0 2012-13 CPBC Agreement **(Seeking approval of amendment # 1 increasing level of funding by $10,000 - proposed resolution attached)**

17-18 2. MDEQ Agreement **(Seeking approval of Agreement w/MDEQ increasing funding over the 2011-2012 grant award by $7,703 - proposed resolution attached)**

19-20 E. Emergency Management Coordinator - 2013 Household Materials Emergency Preparedness (HMEP) Grant for Local Emergency Planning Committee **(Seeking approval of grant application; authorization for LEPC Chair to sign and submit required grant documents to the State; approval of required budget adjustments - proposed resolution attached)**

21-23 F. BCATS & GIS Coordinator - Digital Information Licensing Agreement **(Seeking approval of Agreement; authorization for Board Chair to sign as sales of Bay County Tax Parcel Layer occur - proposed resolution attached)**

24-25 G. Animal Control Director - Michigan Department of Agriculture Grant **(Seeking authorization to apply for grant funding; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached)**

26-27 H. Interim ISD Director - Firewall Intrusion Detection Monitoring **(Seeking approval of 3 year Agreement for Firewall Intrusion Monitoring and Prevention with Viopoint Inc.; authorization for Board Chair to sign Agreement; approval of required budget adjustments - proposed resolution attached)**

28-30 I. MSU Extension District Coordinator - Annual Plan of Work Agreement **(Seeking approval of Agreement between Bay County and MSU Extension; authorization for Board Chair to sign; approval of required budget adjustments - proposed resolution attached)**

31-32 J. Personnel Director - Time Clocks **(Seeking approval of purchase of 4 times clocks for Mosquito Control, Civic Arena, Golf Course and Community Center; approval of required budget adjustments - proposed resolution attached)**

K. Finance Director

33-40 1. Budget Adjustments **(Approval required)**

41 2. Analysis of General Fund Unreserved/Undesignated Fund Balance 2012 **(Receive)**

42 3. Executive Directive # 2007-11 **(Receive)**

43-87 4. Adoption of 2013 Bay County Budget is scheduled for Tuesday, December 11, 2012 at Board of Commissioners regular meeting **(Updates to Executive's proposed budget attached)**

VI REFERRALS

VII UNFINISHED BUSINESS

VIII NEW BUSINESS

IX CLOSED SESSION (when requested)

X MISCELLANEOUS

XI ANNOUNCEMENTS

XII ADJOURNMENT

PLEASE NOTE: THE COMMITTEE CHAIR HAS REQUESTED THAT ANY ELECTED OFFICIAL, DEPARTMENT/ DIVISION HEAD PLACING AN ITEM ON 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, OCTOBER 2, 2012, IN THE COMMISSIONERS CONFERENCE ROOM, FOURTH FLOOR, BAY COUNTY BUILDING.

CALL TO ORDER BY CHAIR KRYGIER AT 4:00 P.M.

ROLL CALL:

MOTION NO.

COMMISSIONERS PRESENT:		1	2	3	4	5	6	7	8	9	10	11	12
ERNIE KRYGIER, 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	M/Y	Y	M/Y	M/Y	Y	Y	M/Y	Y
MICHAEL J. DURANCZYK	P	Y	S/Y	Y	Y	Y	S/Y	Y	Y	Y	Y	Y	M/Y
BRANDON KRAUSE		E	X	C	U	S	E	D					
VAUGHN J. BEGICK	P	Y	Y	Y	Y	Y	Y	S/Y	S/Y	Y	S/Y	Y	Y
JOE DAVIS	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
TOM RYDER	P	M/Y	Y	Y	Y	Y	M/Y	Y	Y	S/Y	Y	Y	S/Y
CHRISTOPHER RUPP	P	Y	Y	S/Y	Y	S/Y	Y	Y	Y	Y	Y	S/Y	Y
KIM COONAN, EX OFFICIO	P	S/Y	Y	M/Y	S/Y	Y	Y	Y	Y	M/Y	M/Y	Y	Y

MOTION NO.

COMMISSIONERS PRESENT:	13	14	15	16	17	18	19	20	21	22	23	24
ERNIE KRYGIER, CHRMN	Y	Y	Y	Y								
DONALD J. TILLEY, V.CHRMN.	S/Y	Y	M/Y	M/Y								
MICHAEL J. DURANCZYK	Y	Y	Y	Y								
BRANDON KRAUSE	E	E	E	E								
VAUGHN J. BEGICK	Y	Y	Y	Y								
JOE DAVIS	Y	S/Y	Y	Y								
TOM RYDER	Y	Y	Y	Y								
CHRISTOPHER RUPP	M/Y	Y	S/Y	Y								
KIM COONAN , EX OFFICIO	Y	M/Y	Y	S/Y								

MOTION NO.

COMMISSIONERS PRESENT:	25	26	27	28	29	30	31	32	33	34	35	36
ERNIE KRYGIER, CHRMN												
DONALD J. TILLEY, V.CHRMN.												
MICHAEL J. DURANCZYK												
BRANDON KRAUSE												
VAUGHN J. BEGICK												
JOE DAVIS												
TOM RYDER												
CHRISTOPHER RUPP												
KIM COONAN, EX OFFICIO												

OTHERS PRESENT: T.HICKNER, M.FITZHUGH, C.HEBERT, T.QUINN, .McCRARY, K.TIGHE, K.PRIESSNITZ, T.METCALFE, R.BREZINSKI, L.NORMAN, R. REDMOND, BC TIMES, BAY 3 TV, D.BERGER

M-MOVED; S-SUPPORTED; Y-YEA; N-NAY; ABS.-ABSTAIN; E-EXCUSED; A-ABSENT; W-WITHDRAWN

MOTION NO.

NOTE: In addition to these typed minutes, this Committee meeting was also taped by Bay 3 TV and those tapes are available for review in the Administrative Services Department 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 SEPTEMBER 4, 2012 WAYS AND MEANS COMMITTEE MEETING AS PRINTED.

Public input was called. Karen Tighe, Probate Judge, was present to explain a communication recently sent to the Board as an information item outlining Bay County's Jurisdictional Plan. This concurrent plan was requested by the Michigan Supreme Court for submittal to the State Court Administrator's Office as well as a requirement to submit the Plan to the Board of Commissioners. Judge Tighe explained that Bay County has already been operating under most of the provisions contained in the plan but didn't have it down in written form. That has now been done. There is no financial impact with the Jurisdictional Plan. The Courts have always tried to operate within the funds budgeted and to operate as efficiently as possible to meet the needs of court users. This idea for a Jurisdictional Plan came about when a study of all courts in Michigan was done and it was determined that Bay County is over-resourced and will lose one judge when there is a Circuit Court vacancy. The Plan allows for coverage and back-up when required. Judge Tighe sited examples of where this has been occurring, i.e. there is now one jury clerk for all three courts, Friend of the Court attorneys services are utilized by Probate County when needed, District Court Magistrate handles matters in Probate Court. Commissioner Begick noted that at the recent MAC Conference, court funding was discussed and as well as the impact to counties. Judge Tighe is of the opinion that it is not very practical for the state to take over every court. There will be issues with the various unions among others. Judge Tighe advised that the Courts are making every effort to secure grant funding and advised that $300,000 in grant funding has been awarded to the Womens' Center to assist with supervised visits with children on week-ends and evenings. Bay County is the fiduciary agent for these funds. Committee Chair Krygier thanked Judge Tighe for her time in appearing at this meeting to explain the Jurisdictional Plan.

2 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE 2012 COUNTY AT-LARGE DRAIN ASSESSMENTS (DRAIN OFFICE).

The 911 narrow banding and 800 mobile installation project was explained by Leonard Norman, 911 Central Dispatch Director. Due to the high cost no maintenance contract is being purchased. There is no warranty either. Mr. Norman spoke to the impact of narrow banding and the enhanced ability to communicate with first responders. Commissioner Begick questioned if there has been any discussion on consolidating with other counties and Mr. Norman responded

MOTION NO.

affirmatively and actually hosted a forum on this. Everyone is interested in consolidating - while it is expensive, it is worthwhile. It was

3 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE NARROW BANDING AND 800 MOBILE INSTALLATION PROJECT (911 CENTRAL DISPATCH).

4 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE ACQUISITION OF CRITICALL PRE-EMPLOYMENT TESTING (911 CENTRAL DISPATCH).

5 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF AMENDMENT # 2 TO THE EARLY AGREEMENT (HEALTH DEPT.)

6 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE AMENDMENT TO THE MDEQ GREAT LAKES RESTORATION INITIATIVE GRANT PROJECT, BEACH MONITORING AND BEACH MODELING (HEALTH DEPT.).

7 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE NATIONAL ASSOCIATION OF COUNTIES AND CITIES HEALTH OFFICIALS (NACCHO) FOR QUALITY IMPROVEMENT FUNDING (HEALTH DEPT.).

8 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE YOUTH LEADERSHIP TEAMS PROGRAM WITHIN BAY COUNTY PUBLIC SCHOOLS (HEALTH DEPT.).

Board Chair Coonan sponsored the resolution opposing the renewable energy ballot question. The public is asking about this ballot question and Chair Coonan felt this Board should take a stand on the issue. Commissioners Begick, Rupp, Davis and Duranczyk spoke in favor of the resolution. Commissioner Tilley was torn on the issue but agreed this should not be a part of the constitution and, for that reason, would support the resolution. He did note that Consumers has done a great job in upgrading equipment for renewable energy but it is costly. It was

9 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE RESOLUTION IN OPPOSITION OF THE 25/25 NOVEMBER BALLOT QUESTION.

10 MOVED, SUPPORTED AND CARRIED TO RECEIVE THE TUITION REIMBURSEMENT INFORMATION PROVIDED FOR JILL MCKEON (FINANCE DEPT.).

MOTION NO.

11 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE SUBMITTED BUDGET ADJUSTMENTS (FINANCE DEPT.)

12 MOVED, SUPPORTED AND CARRIED TO RECEIVE THE ANALYSIS OF GENERAL FUND UNRESERVED/UNDESIGNATED FUND BALANCE 2012 (FINANCE DEPT.).

13 MOVED, SUPPORTED AND CARRIED TO RECEIVE EXECUTIVE DIRECTIVE #2007-11 (FINANCE DEPT.).

14 MOVED, SUPPORTED AND CARRIED TO HOLD A PUBLIC HEARING ON THE PROPOSED 2013 BAY COUNTY BUDGET AT THE 0/16/12 BOARD MEETING @ 4:30 P.M.

15 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE PAYROLL DIRECT DEPOSIT OR PAYCARD SYSTEM (PERSONNEL DEPT.).

Items touched upon prior to adjournment were the EVID Program and the upcoming Michigan Lions Day (10/7/12).

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

Submitted by:

Deanne Berger

Deanne Berger
Board Coordinator

COUNTY OF BAY

515 Center Avenue, Suite 103 Bay City, MI 48708-5122

RICHARD F. BRZEZINSKI
BAY COUNTY TREASURER

PHONE (989) 895-4285
FAX (989) 895-4082

To: Ernie Krygier, Chair of Ways and Means Committee
Date: November 28,2012
Re: Annual Review of the Delinquent Tax Revolving Fund

Background:
As of July 1, 2012 the Delinquent Tax Revolving fund had $2.6 million on hand. This is after the annual disbursement to the tax units of $6.6 million and before the 2012 budgeted transfer of $1,150,000.00. Transfers to the general fund have been approximately the amount the fund has earned. The fund has not had to borrow since 1998.

Finance/Economics
The amount of delinquent taxes turned over to the County from the local units increased dramatically from $5.7 million in 2007 to $7.1 million in 2008 (23% increase). This resulted in a corresponding significant decrease in cash on hand after the delinquent tax disbursement. This year the new delinquent tax amount decreased 6% from $7.0 million to $6.6 million. Cash on hand after disbursement:

	$ Million
2007	3.1
2008	1.7
2009	1.3
2010	0.9
2011	1.4
2012	2.6

Summary of the Delinquent Tax Revolving Fund Cash Available For Distribution:

	Jun 07	Jun 08	Jun 09	Jun 10	Jun11	Jun12
Cash available	8,882	8,812	8,516	8,060	8,066	9,276
Distribution	5,749	7,096	7,202	7,160	6,565	6,597
Cash after distribution Before Transfer To General Fund	3,133	1,716	1,314	900	1,501	2,679
Coverage Ratio	1.54	1.24	1.18	1.13	1.23	1.41

2010 7,453 gross 7,160 net after refund chargebacks
2011 7,045 gross 6,565 net after refund chargebacks

In addition to the delinquent tax amount increasing dramatically in 2008 and the additional slight increase in 2009 and 2010, the existing delinquent tax payments slowed down through 2010. This is evidenced by total amount of delinquents outstanding as of June 30th 2007 through 2010. Outstandings have declined the last two years.

2007	$4.4 million
2008	5.9 million
2009	6.6 million
2010	7.1 million
2011	6.8 million
2012	6.2 million

On November 4, 2003, the Bay County Board of Commissioners amended the Delinquent Tax Revolving Fund Policy. This amendment included the establishment of a reserve in the fund of 10% of the previous year's distribution. In October 2008, this Board approved increasing the reserve from 10% to 20%.

After 2009's distribution, the reserve decreased to 18% ($126,000 less than the required 20% reserve). The 2010 and 2011 annual distribution from the Delinquent Tax Revolving Fund to the General fund was reduced below earnings to help increase the coverage ratio to 1.20.

The 2011 total county tax roll decreased slightly from $123.1 million to $122.7 million. The total delinquent tax outstanding at June 30, 2012 decreased $646,000.00 from 2011. The cash available for distribution increased $1.2 million and the amount required to distribute decreased $448,000.00. This resulted in the coverage ration improving from 1.23 to 1.41.

Recommendation:

For the year ended December 31, 2011, the Delinquent Tax Revolving fund net income before contribution and transfers was $1,247,676. Past practice before 2008 was to transfer total net earnings to the General fund. Distributions in 2010 and 2011 were reduced to help recover the shortfall below 1.20 coverage. Cash available for distribution at June 30, 2012 was $9,276,000. This resulted in an adequate coverage ratio of 1.41.

Past practice would result in a transfer of $1,247,000. However, the positive improvement in delinquent tax outstandings and an increase in cash available for distribution has only occurred for two years. With the decrease in delinquent taxes outstanding, the amount of interest and fees will also decrease.

I recommend leaving the transfer the same in 2013 as 2012 at $1,150,000. If positive trends continue for another year and the 1.20 coverage ratio is maintained, then returning to the practice of transferring the amount of net earnings would be warranted.

	2003	2004	2005	2006	2007	2008	2009	2010	2011	5yr Ave
Tax Roll	107,044	112,431	113,032	118,212	127,320	127,572	129,930	123,194	122,694	
Change	0.76%	5.03%	0.54%	4.58%	7.71%	0.20%	1.02%	-5.18%	-0.41%	0.67%
Delq. Tax	5,163	5,543	5,568	5,749	7,096	7,202	7,453	7,045	6,597	
%Delq.	4.82%	4.93%	4.93%	4.86%	5.57%	5.65%	5.74%	5.72%	5.38%	5.61%
		(000)'s								
	Jun-03	Jun-04	Jun-05	Jun-06	Jun-07	Jun 08	Jun 09	Jun 10	Jun 11	Jun 12
Cash Available	7,514	8,475	8,484	8,001	8,882	8,812	8,516	8,060	8,066	9,276
Distribution	5,247	5,163	5,543	5,568	5,749	7,096	7,202	7,160 a	6,565 b	6,597
Cash After Distribution Before Transfer To General Fund	2,267	3,312	2,940	2,433	3,133	1,716	1,314	900	1,501	2,679
Coverage Ratio	1.43	1.64	1.53	1.44	1.54	1.24	1.18	1.13	1.23	1.41
Transfer to General Fund	a 2009 7,453 gross 7,160 net after refund chargebacks									
	b 2010 7,045 gross 6,565 net after refund chargebacks									
Transfer to General Fund						962,515	997,375	853,431	772,321	

-7-

No. 2012-

BAY COUNTY BOARD OF COMMISSIONERS

12/11/12

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (12/4/12)

WHEREAS, As of July 1, 2011 the Delinquent Tax Revolving fund had $2.6 million on hand following the annual disbursement to the tax units of $6.6 million and before the 2012 budgeted transfer of $1,150,000.00; and

WHEREAS, Transfers to the general fund have been approximately the amount the fund has earned and the fund has not had to borrow since 1998; and

WHEREAS, Past practice would result in a transfer of $1,247,000, however, the positive improvement in delinquent tax outstanding and an increase in cash available for distribution has only occurred for two years and, with the decrease in delinquent taxes outstanding, the amount of interest and fees will also decrease; and

WHEREAS, The Bay County Treasurer has provided the Ways and Means Committee a detailed annual review of the Delinquent Tax Revolving Fund and makes his recommendation based on that review, i.e. leaving the transfer the same in 2013 as 2012 at $1,150,000 and, if positive trends continue for another year and the 1.20 coverage ratio is maintained, then return to the practice of transferring the amount of net earnings; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners concurs with the recommendation of the Bay County Treasurer and authorizes a transfer from the Delinquent Tax Revolving Fund in 2013 the same as 2012 at $1,150,000.

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Treasurer - DTRF Transfer

MOVED BY COMM._____

SUPPORTED BY COMM._____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:
ROLL CALL: YEAS_____ NAYS_____ EXCUSED_____
VOICE: YEAS_____ NAYS_____ EXCUSED_____

DISPOSITION: ADOPTED_____ DEFEATED_____ WITHDRAWN_____
AMENDED_____ CORRECTED_____ REFERRED_____

18th JUDICIAL CIRCUIT COURT
74th JUDICIAL DISTRICT COURT

1230 Washington Avenue
Bay City, Michigan 48708-0010

KIM B. MEAD
Court Administrator

Phone: (989) 895-4266
Fax: (989) 895-4099
meadk@baycounty.net

November 29, 2012

Ernie Krygier, Chair
Ways and Means Committee
Bay County Commissioners
515 Center Avenue
Bay City, Michigan 48708

Commissioner Krygier:

The Circuit Court has been notified by the State Court Administrator's office of a grant opportunity regarding defendants on probation. The application is currently being reviewed and information gathered. The deadline for submission is Thursday, December 13, 2012.

I ask your consideration for recommendation to the Board of Commissioners to allow submission of this application, and furthermore, to authorize the Board Chair to sign the application once it is completed. Signature of the application only supports the request; it does not commit the County.

Sincerely,

Kim Brian Mead
Administrator

SWIFT AND SURE SANCTIONS PROBATION PROGRAM
FY 2013
INSTRUCTIONS AND ASSURANCES

SWIFT AND SURE SANCTIONS PROBATION PROGRAM

The Swift and Sure Sanctions Probation Program (SSSPP) is an intensive supervision probation program focusing on high-risk felony probationers with a demonstrated history of probation failures due to behavioral noncompliance or three or more probation violations. SSSPP is modeled after Hawaii's Honest Opportunity Probation with Enforcement (HOPE) program. The primary goal of SSSPP is to increase compliance with probation terms by imposing certain, swift, and consistent sanctions for probation violations. Probationers are informed during an initial hearing of the terms of their probation and of the consequences for violating those terms. Thereafter, they are to be closely monitored and sanctioned for every probation violation within 72 hours after the violation is reported to the court.

FUNDING SOURCE

State Court Administrative Office

APPLICATION AND BUDGET REQUEST DUE DATE

Completed applications and budget requests must be submitted via e-mail by **December 13, 2012.**

E-mail Submissions	TCSGrants@courts.mi.gov
Questions	Carol Knudsen, Administrative Assistant State Court Administrative Office knudsenc@courts.mi.gov 517-373-7351

FISCAL YEAR FUNDING PERIOD

The fiscal year 2013 funding period will commence January 1, 2013, and will continue through September 30, 2013.

ELIGIBILITY REQUIREMENTS

COURTS

Any unified trial court having jurisdiction over probationers, or any circuit court that operates a drug treatment court, is eligible to apply for SSSPP grant funding.

Court receiving grant funding shall:

- Inform SSSPP probationers in person, at an initial warning hearing, of their probation requirements and of the graduated sanctions and remedies that may apply to probation violations;
- Require probationers to initially meet in person with a probation agent or probation officer, and to meet with that officer or agent throughout the probationary term as directed by the court;
- Provide for judicial review of any probation violation as soon as possible, but within 72 hours after the violation is reported to the court, absent good cause for a departure from the 72-hour requirement; and
- Provide for the immediate imposition of sanctions and remedies to effectively address probation violations, including but not limited to temporary incarceration in a jail or other facility authorized by law to hold probation violators, extension of the period of supervision, additional reporting and compliance requirements, drug and/or alcohol testing, counseling and treatment for behavioral or mental health problems including substance abuse, and probation revocation. Continued and/or subsequent violations should result in the imposition of graduated sanctions of increasing severity.

PARTICIPANTS

Felony probationers who have a demonstrated history of probation failures due to behavioral noncompliance or three or more probation violations and who are determined by a risk and needs assessment (for example, COMPAS) to be high risk are eligible for placement into the SSSPP.

MEMORANDUM OF UNDERSTANDING & LOCAL ADMINISTRATIVE ORDER

Applicants are required to have a current Memorandum of Understanding (MOU) and Local Administrative Order (LAO) on file with the State Court Administrative Office (SCAO) before accepting participants into a Swift and Sure Sanctions Probation Program.

DRUG COURT CASE MANAGEMENT INFORMATION SYSTEM

All SSSPP courts will be required to use the Drug Court Case Management Information System (DCCMIS) to manage SSSPP cases and report all data to the SCAO.

ONSITE PROGRAM REVIEWS

The SCAO staff may conduct a review of each SSSPP court during the fiscal year.

No. 2012-

BAY COUNTY BOARD OF COMMISSIONERS

12/11/12

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (12/4/12)

WHEREAS, The Circuit Court has been notified by the State Court Administrator's office of a grant opportunity regarding defendants on probation; and

WHEREAS, The Swift and Sure Sanctions Probation Program (SSSPP) is an intensive supervision probation program focusing on high-risk felony probationers with a demonstrated history of probation failures due to behavioral noncompliance or three or more probation violations; and

WHEREAS, The primary goal of SSSPP is to increase compliance with probation terms by imposing certain, swift and consistent sanctions for probation violations; and

WHEREAS, Probationers are informed during an initial hearing of the terms of their probation and of the consequences for violating those terms and will be closely monitored and sanctioned for every probation violation within 72 hours after the violation is report to the court; and

WHEREAS, The grant application is currently being reviewed and information gathered with a deadline for submission being December 13, 2012; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that the Chairman of the Board is authorized to execute the Swift and Sure Sanctions Probation Program grant documents (application, grant award, all related required documents) on behalf of Bay County following legal review/approval; Be It Further

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

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

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Courts - SSSPP Grant

MOVED BY COMM._____

SUPPORTED BY COMM._____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:
ROLL CALL: YEAS_____ NAYS_____ EXCUSED_____
VOICE: YEAS_____ NAYS_____ EXCUSED_____

DISPOSITION: ADOPTED_____ DEFEATED_____ WITHDRAWN_____
AMENDED_____ CORRECTED____ REFERRED_____

DEPARTMENT OF CORPORATION COUNSEL **BAY COUNTY**

MARTHA P. FITZHUGH
Corporation Counsel/Risk Manager
fitzhughm@baycounty.net

DEBRA A. RUSSELL
Executive/Legal Coordinator/Administrative Assistant
russelld@baycounty.net

THOMAS L. HICKNER
County Executive

MEMORANDUM

TO: ERNIE KRYGIER, CHAIR, WAYS & MEANS COMMITTEE
BAY COUNTY BOARD OF COMMISSIONERS

FROM: MARTY FITZHUGH, CORPORATION COUNSEL MF

RE: RENEWAL OF LIABILITY INSURANCE

DATE: NOVEMBER 28, 2012

BACKGROUND

Property and liability insurance coverage and risk management services have been provided through Bay County's membership in the Michigan Municipal Risk Management Authority (MMRMA) for the past several years. Bay County Corporation Counsel and also other departments in Bay County government have been satisfied with the coverage, value and services provided by MMRMA.

FINANCIAL IMPACT:

Renewal exposure materials for MMRMA have been completed by the Department of Corporation Counsel and submitted to MMRMA for evaluation and computation of Bay County's premium amount for 2013. Due to Bay County's claim and loss history and proactive risk management measures, premium costs for 2013 are anticipated to remain in the area of the 2012 cost of $434,348 (which was reduced from the 2011 amount). We have requested the figures be computed and provided to Corporation Counsel so I may inform the Ways & Means Committee meeting on December 4th.

RECOMMENDATION

It is recommended that the Committee forwards to the full Board this recommendation to renew property and liability insurance for the period 1/1/2013 through 12/31/2013 with Michigan Municipal Risk Management Authority. At that time, the Board is requested to authorize the Board Chair to execute any necessary documentation following Corporation Counsel review.

515 Center Avenue, Suite 402, Bay City, MI 48708-5125 (989) 895-4131
FAX (989) 895-7658 TDD (hearing impaired) (989) 895-4049

No. 2012-

BAY COUNTY BOARD OF COMMISSIONERS

12/11/12

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (12/4/12)

WHEREAS, Risk management property and liability insurance coverage for Bay County has been provided through Bay County's membership in the Michigan Municipal Risk Management Authority (MMRMA) for the past several years; and

WHEREAS, Corporation Counsel and other departments in Bay County government have been satisfied with the coverage, value and services provided by MMRMA; and

WHEREAS, Renewal exposure materials for MMRMA have been completed by the Department of Corporation Counsel and submitted to MMRMA for evaluation and computation of Bay County's premium amount for 2013. Due to Bay County's claim and loss history and proactive risk management measures, premium costs for 2013 are anticipated to remain in the area of the 2012 cost of $434,348 (which was reduced from the 2011 amount); Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves property and liability insurance coverage for 1/1/2013 through 12/31/2014 through MMRMA at a cost of $434,348; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute any and all documents required for the insurance renewals on behalf of Bay County following legal review/approval; Be It Finally

RESOLVED That budget adjustments, if required, are approved.

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Corp Counsel - MMRMA 2013 Renewal

MOVED BY COMM._____

SUPPORTED BY COMM._____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				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 Health Department

Creating A Healthy Environment For The Community

Barbara MacGregor, RN, BSN
Health Director

1200 Washington Avenue
Bay City, Michigan 48708
(989) 895-4006
FAX (989) 895-4014
TDD (989) 895-4049

TO: Ernie Krygier, Chairperson, Ways and Means Committee
FROM: Barbara MacGregor, Health Director
DATE: November 15, 2012
CC: Tom Hickner, Michael Gray, Marty Fitzhugh, Crystal Hebert, Tim Quinn, Kim Priessnitz, Joel Strasz, Kathy Janer, and Melissa Maillette
RE: FY 2012-13 Comprehensive Planning, Budgeting and Contracting Agreement (CPBC) Amendment #1

BACKGROUND:

The enclosed agreement amends the 2012/2013 CPBC Agreement between Bay County and the Michigan Department of Community Health. The Amendment incorporates the Annual Budget, Output Measures, Funding/Reimbursement Matrix, updated program language and revised allocations received since the original agreement was issued.

FINANCIAL CONSIDERATIONS:

This Amendment reflects positive adjustments to funding levels as follows:

PROGRAM ELEMENT	PREVIOUS LEVEL	REVISED LEVEL	CHANGE
Immunization Billing Practice Infrastructure Enhancement	$0	$10,000	$10,000
TOTAL CPBC FUNDING	***$1,182,051***	***$1,192,051***	***$10,000***

RECOMMENDATION

Upon favorable review by Corporation Counsel, the Health Department recommends Amendment #1 be approved and signed by the Board Chair, and seeks Board approval for any necessary budget adjustments relating to this Amendment .

No. 2012-

BAY COUNTY BOARD OF COMMISSIONERS

12/11/12

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (12/4/12)

WHEREAS, The 2012/2013 CPBC Agreement between Bay County and the Michigan Department of Community Health (MDCH) is being amended to incorporate the Annual Budget, Output Measures, Funding/Reimbursement Matrix, updated program language and revised allocations received since the original agreement was issued. This amendment reflects positive changes to funding levels:

PROGRAM ELEMENT	PREVIOUS LEVEL	REVISED LEVEL	CHANGE
Immunization Billing Practice Infrastructure Enhancement	$-0-	$10,000	$10,000
TOTAL CPBC FUNDING	***$1,182,051***	***$1,192,051***	***$10,000***

RESOLVED That the Bay County Board of Commissioners approves amendment # 1 to the 2012-2013 CPBC Contracting Agreement and authorizes the Chairman of the Board to execute all required 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 budget adjustments relating to this amendment are approved.

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Health Dept - Amendment 1 CPBC Agt

MOVED BY COMM._____

SUPPORTED BY COMM._____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				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 Health Department

Creating A Healthy Environment For The Community

Barbara MacGregor, RN, BSN
Health Director

1200 Washington Avenue
Bay City, Michigan 48708
(989) 895-4003
FAX (989) 895-4014
TDD (989) 895-4049

To: Ernie Krygier, Ways and Means Committee Chair

From: Barbara M. MacGregor, Health Director

Date: November 27, 2012

RE: Michigan Department of Environmental Quality (MDEQ) Agreement with the Bay County Health Department

BACKGROUND:

The proposed agreement for FY 2012-13 is a renewal of the current agreement between Bay County, on behalf of the Bay County Health Department (BCHD), and the MDEQ. The agreement engages the BCHD to render certain technical services related to Non-Community Water Supply, Drinking Water Long-Term Monitoring, Great Lakes Beach Monitoring, Public Swimming Pools, Septage, and Campgrounds.

FINANCIAL CONSIDERATIONS:

The agreement specifies that BCHD will receive $16,306 to provide the aforementioned program services. This is an increase of $7,703 over the FY 2011-12 grant award.

RECOMMENDATIONS:

Upon favorable review by Corporation Counsel, the Department recommends this Agreement be approved and signed by the Board Chair, as well as approval of all budget adjustments relating to this Agreement.

CC: Tom Hickner, County Executive
Joel Strasz, Public Health Services Manager
Marty Fitzhugh, Corporation Counsel
Michael Gray, Administrative Services
Crystal Hebert, Finance
Kim Priessnitz, Finance

No. 2012-

BAY COUNTY BOARD OF COMMISSIONERS

12/11/12

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (12/4/12)

WHEREAS, The Michigan Department of Environmental Quality (MDEQ) Renewal Agreement between Bay County (Health Department) and the MDEQ has been submitted; and

WHEREAS, This Agreement for FY 2012-2013 provides $16,306 in funding and engages the Bay County Health Department to provide various technical services. This funding has been increased by $7,703 over the FY 2011/2012 grant award; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that the State of Michigan, Department of Environmental Quality (MDEQ) - Local Health Department (LHD) Contract for FY 2012/2013 for the Environmental Health Division to provide various services (Non-Community Water Supply, Drinking Water Long Term Monitoring, Federal Beach Monitoring, Public Swimming Pools, Septage, and Campgrounds) is approved and the Chairman of the Board authorized to execute said Agreement 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 budget adjustments, if required, are approved.

DONALD J. TILLEY, CHAIR
AND COMMITTEE

Health Dept - 2012-13 MDEQ Agt

MOVED BY COMM._____

SUPPORTED BY COMM._____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				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

Leonard Norman
Director

Thomas L. Hickner
Bay County Executive

Chris Izworski
Emergency Management Coordinator
989-895-4112

To: Chairperson, Ways and Means Committee

From: Chris Izworski, Emergency Management Coordinator

Date: November 20, 2012

Re: 2013 Hazardous Materials Emergency Preparedness (HMEP) Grant for Local Emergency Planning Committee (LEPC)

Background:

The Bay County Local Emergency Planning Committee (LEPC) is charged with developing emergency site plans (also known as SARA Title III, Section 302, off-site response plans) to respond to certain chemical accidents based upon information provided by local farms and businesses as to the chemicals they have on site. For the past several years, the State of Michigan has issued Hazardous Materials Emergency Preparedness (HMEP) grant funds to County LEPCs for the purpose of enhancing hazardous material response planning for the County and to provide support for the ongoing operation of local LEPCs. Reimbursement will be provided this year to the Bay County LEPC on a per plan and/or updated plan basis.

Financial Considerations:

Emergency site plans developed and submitted by the Bay County LEPC will be reimbursed at a rate of **$250.00** for each new site plan completed and **$30.00** for each updated existing site plan.

Recommendation:

Upon favorable review by Corporation Counsel, Emergency Management recommends the Board to authorize the LEPC Chairperson to complete, sign, and submit the necessary paperwork to the State of Michigan for the HMEP grant, and seeks Board approval for any necessary budget adjustments relating to this grant application.

Cc: Leonard Norman
Tom Hickner
Marty Fitzhugh
Michael Gray
Crystal Hebert
Kim Priessnitz

E-mail: Baycounty911@baycounty.net Web: www.co.bay.mi.us
TDD (Hearing Impaired) (989) 895-4049

No. 2012-

BAY COUNTY BOARD OF COMMISSIONERS

12/11/2012

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (12/4/12)

WHEREAS, The Bay County Local Emergency Planning Committee (LEPC) is charged with developing emergency site plans (a/k/a SARA Title III, Section 302, off-site response plans) to respond to certain chemical accidents based upon information provided by local farms businesses as to the chemicals they have on site; and

WHEREAS, For the past several years, the State of Michigan has issued Hazardous Materials Emergency Preparedness (HMEP) grant funds to County LEPCs for the purpose of enhancing hazardous material response planning for the County and to provide support for the ongoing operation of local LEPCs; and

WHEREAS, Reimbursement will be provided this year to LEPC's on a per plan and/or updated plan basis; and

WHEREAS, Emergency site plans developed and submitted by the Bay County LEPC will be reimbursed at a rate of $250 for each new site plan completed and $30 for each updated existing site plan; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that the Chair of the LEPC is authorized to sign the HMEP Planning Grant Application/Agreement and all related documents required by the State of Michigan following County legal review/approval; Be It Further

RESOLVED That budget adjustments required, pertaining to this grant, are approved.

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Emergency Management - 20121-132 HMEP Grant for LEPC

MOVED BY COMM._____

SUPPORTED BY COMM._____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:
ROLL CALL: YEAS_____ NAYS_____ EXCUSED_____
VOICE: YEAS_____ NAYS_____ EXCUSED_____

DISPOSITION: ADOPTED_____ DEFEATED_____ WITHDRAWN_____
AMENDED_____ CORRECTED____ REFERRED_____

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

DAVID ENGELHARDT
GIS COORDINATOR
engelhardtd@baycounty.net

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

LAURA OGAR, DIRECTOR
Environmental Affairs &
Community Development

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

TOM HICKNER
County Executive

MEMORANDUM

DATE: November 29, 2012

TO: Ernie Krygier, Chair
Ways & Means Committee

FROM: David Engelhardt, BCATS Director
Bay County Geographic Information Systems (GIS) Coordinator

RE: **Ways and Means Committee Informational Agenda Item - Bay County GIS data sales (information item only).**

Background:

The Bay County GIS system is comprised of numerous digital data sets, a few of which are created and maintained by Bay County staff. Normal individual GIS data or GIS services sales are generally under $1,000, and on average around $200.

Finance & Economics:

Under the Bay County Enhanced Access Policy this GIS data can be sold provided Bay County creates, maintains and publishes a price list of data for sale. The Bay County GIS price list contains a sales price of $10,000 for the complete Bay County Tax Parcel Layer. There is a request for the purchase of the Bay County Tax Parcel layer. Marty Fitzhugh has drafted an appropriate data sales agreement for this purpose.

Recommendation:

Proceed with sale of Bay County Tax Parcel layer for the price of $10,000.

cc: Laura Ogar
Tom Hickner
Marty Fitzhugh
Mike Gray
Deanne Berger

G:GIS/Ways and Means Agenda Items/12-23-09 GIS data sales informational item

Bay County GIS Price List

For non-governmental agencies

Aerial Photo Copy: (years available: 2005, 1993, 1987, 1978, 1963)

8.5" x 11" = $10 (Labor included)

Speciality Maps:

A minimum cost of $25 for any GIS product from Bay County exists. Any total cost that exceeded $25, then the price will be that of the product. (Minimum charge does not apply to aerial photo copies only.)

8.5" x 11" = $4 (Color), $3 (Black & White)
11" x 17" = $7.25 (Color), $5.50 (Black & White)
24" x 24" = $15.50*
36" x 36" = $20.50**
42" x 42" = $36***

*Printing on 24" roll paper. Minimum charge of $10, for each inch over 24" in length, a charge of $0.25 will be added on.
**Printing on 36" roll paper. Minimum charge of $15, for each inch over 36" in length, a charge of $0.25 will be added on.
***Printing on 42" roll paper. Minimum charge of $20, for each inch over 42" in length, a charge of $0.25 will be added on.

Labor: varies

Data:

*** Tax Parcels (Not available for City of Bay City):**
$0.75 / Parcel
$10,000 county-wide ($27,033.00 if by parcel totals as of 2004)

Street Centerline (With Address Ranges):
$153.75 / Local Unit
$2562.50 County Wide

Subdivision Plats:
$1.25 / Lot (includes all lot lines)

*** Digital Aerial Photography (1993):**
$307.50 / Local Unit
$2050 Entire County

*** 2005 Color Digital Orthophotography (100' scale 6" pixel):**
$30.75 / Tile (Tile is 2500' x 2500')
$25.50 / Tile (4 - 150 Tiles)
$20.50 / Tile (151 - 500 Tiles)
$15.50 / Tile (501 - 1000 Tiles)
$10.25 / Tile (1001 + Tiles)
$3,075 Bay City / Twp Mr. Sid Mosaic
$1,025 city of Auburn, city of Pinconning, city of Essexville Mr. Sid Mosaic

* Digital Tax Parcel and Digital Aerial Photography sales require a data sharing agreement / non disclosure agreement to be signed

Other Data may be available upon request. Prices to be determined.

-- Bay County reserves all rights on map and data distribution and reproduction. Prices may vary with out notice.
– Revised 1/01/2012

No. 2012-

BAY COUNTY BOARD OF COMMISSIONERS

12/11/12

RESOLUTION

BY WAYS AND MEANS COMMITTEE (12/4/12)

WHEREAS, The Bay County GIS system is comprised of numerous digital data sets, a few of which are created and maintained by Bay County staff; and

WHEREAS, Normal individual GIS data or GIS services sales are generally under $1,000 and, on average, around $200; and

WHEREAS, Under the Bay County Enhanced Access Policy this GIS data can be sold provided by Bay County creates, maintains and publishes a price list of data for sale; and

WHEREAS, The Bay County GIS price list contains a sales price of $10,000 for the complete Bay County Tax Parcel Layer and there is a request for the purchase of the Bay County Tax Parcel Layer; and

WHEREAS, It is necessary to execute an appropriate data sales agreement for this purpose; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Digital Information Licensing Agreement, drafted by Corporation Counsel, for sale of the Bay County Tax Parcel Layer for a fee of $10,000; Be It Further

RESOLVED That, as sales occur, Chairman of the Board is authorized to execute said Digital Information Licensing Agreement on behalf of Bay County; Be It Finally

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

ERNIE KRYGIER, CHAIR
AND COMMITTEE

GIS - Digital Information Licensing Agt

MOVED BY COMM._____

SUPPORTED BY COMM._____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:
ROLL CALL: YEAS_____ NAYS_____ EXCUSED_____
VOICE: YEAS_____ NAYS_____ EXCUSED_____

DISPOSITION: ADOPTED_____ DEFEATED_____ WITHDRAWN_____
AMENDED_____ CORRECTED____ REFERRED_____

BAY COUNTY
Administrative Services

Michael K. Gray
Assistant County Executive for
Recreation & Administrative Services
graym@baycounty.net

515 Center Avenue
Bay City, Michigan 48708

Phone (989) 895-4130
Fax (989) 895-7658
TDD (989) 895-4049
www.baycounty-mi.gov

Thomas L. Hickner
County Executive

ANIMAL CONTROL
Michael Halstead, Manager
halsteadm@baycounty.net

BUILDINGS & GROUNDS
Richard Paballs, Superintendent
paballsr@baycounty.net

INFORMATION SYSTEMS
Brandon Short, Interim ISD Manager
shortb@baycounty.net

PURCHASING
Frances Horgan, Purchasing Agent
horganf@baycounty.net

RECREATION
Brent Golk, Recreation & Clubhouse Supervisor
golkb@baycounty.net

MEMO

TO: Ernie Krygier, Chairman, Ways & Means Committee & Commissioners

MFH

FROM: Michael F. Halstead, Manager, Bay County Animal Control

DATE: November 28, 20

SUBJECT: Mich. Department of Agriculture Grant, Up to $10,000

BACKGROUND: To seek funding in the amount of $4,072, to assist Animal Control in the purchase of feline housing in a new and existing housing configuration aimed at reducing upper respiratory illness in that population.

To seek funding in the amount of $4,978, to assist Animal Control with an existing program in which rebates are offered adopters of Shelter animals, subsidizing costs incurred in the sterilization of said animals.

To seek funding in the amount of $950.00, for the enrollment of two Animal Control Officers in the Spring (May) MAACO Conference with program emphasis on the determination of and/or handling of animal cruelty cases.

ECONOMICS: There are no costs associated with this grant application nor matching funds necessary.

REQUEST: That approval be granted to apply for subject grant afforded by the Michigan Department of Agriculture.

No. 2012-

BAY COUNTY BOARD OF COMMISSIONERS

12/11/12

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (12/4/12)

WHEREAS, Grant funding is available through the Michigan Department of Agriculture, up to $10,000, to assist animal control operations and the Animal Control Manager wishes to secure funding to assist in with the following:

- purchase of feline housing in a new and existing housing configuration aimed at reducing upper respiratory illness in that population ($4,072 grant funding);
- assistance with rebates offered adopters of Shelter animals, subsidizing costs incurred in the sterilization of said animals ($4,978 grant funding);
- enrollment for two (2) Animal Control Officers in the Spring (May) MAACO Conference with program emphasis on the determination of and/or handling of animal control cruelty cases ($950 grant funding)

WHEREAS, There is no general fund obligation or local match required; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that authorization is granted to make application to the Michigan Department of Agriculture for up to $10,000 to assist animal control operations as outlined; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute the grant documents (application, grant award, all related required documents) on behalf of Bay County following legal review/approval; Be It Further

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

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

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Animal Control - MDA Grant Funding

MOVED BY COMM._____

SUPPORTED BY COMM._____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:
ROLL CALL: YEAS_____ NAYS_____ EXCUSED_____
VOICE: YEAS_____ NAYS_____ EXCUSED_____

DISPOSITION: ADOPTED_____ DEFEATED_____ WITHDRAWN_____
AMENDED_____ CORRECTED____ REFERRED_____

BAY COUNTY
Administrative Services

Michael K. Gray
Assistant County Executive for Administrative Services
graym@baycounty.net

515 Center Avenue
Bay City, Michigan 48708

Phone (989) 895-4130
Fax (989) 895-7658
TDD (989) 895-4049
http://www.co.bay.mi.us/

Thomas L. Hickner
County Executive

ANIMAL CONTROL
Michael Halstead, Manager
halsteadm@baycounty.net

BUILDINGS & GROUNDS
Richard Paballs, Superintendent
paballsr@baycounty.net

INFORMATION SYSTEMS
Brandon Short, Interim Director
shortb@baycounty.net

PURCHASING/HOUSING REHABILITATION
Frances Horgan, Purchasing Agent
horganf@baycounty.net

RECREATION
Brent Golk, Recreation & Clubhouse Supervisor
golkb@baycounty.net

TO: Ernie Krygler
Chairperson, Ways & Means Committee
Bay County Board of Commissioners

FROM: Brandon Short, Interim ISD Director

DATE: November 27th, 2012

SUBJECT: Firewall Intrusion Detection Monitoring

Request: Authorize the Board Chairman to sign the agreement for Firewall Intrusion Monitoring and Prevention for a period of three years.

Background: The agreements for maintenance and support are a customary way for software companies to provide service and routine upgrades to software. This agreement is to monitor our Main firewall along with some of our most critical servers for monitoring and discovery of intrusions and attempts. This includes our health (HIPPA) server, and Financial servers.

Economics: The total annual cost of this service is $19970. This monitoring service was approved for the 2012 ISD budget.

Recommendation: Authorize the Board Chairman to sign the agreement subject to approval by Corporation Counsel.

cc: Tom Hickner, Michael Gray, Bob Redmond, Frances Horgan, Marty Fitzhugh, Crystal Hebert

No. 2012-

BAY COUNTY BOARD OF COMMISSIONERS

12/11/12

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (12/4/12)

WHEREAS, Agreements for maintenance and support are a customary way for software companies to provide service and routine upgrades to software; and

WHEREAS, An Agreement for Firewall Intrusion Monitoring and Prevention has been submitted by Viopoint Inc. for approval, said agreement covering the monitoring of the Main firewall along with some of the most critical servers for monitoring and discovery of intrusions and attempts including the Health (HIPPA) server and financial servers; and

WHEREAS, The total annual cost for this service is $19,970 and these funds were approved in the 2012 Information Systems Department (ISD) budget; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Agreement for Firewall Intrusion Monitoring and Prevention between Bay County (ISD) and Viopoint Inc. for a period of three (3) years at a total annual cost of $19,970, monies to come from 2012 budgeted ISD funds; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute said Agreement and related documents on behalf of Bay County following legal review/approval; Be It Finally

RESOLVED That related required budget adjustments are approved.

ERNIE KRYGIER, CHAIR
AND COMMITTEE

ISD - Viopoint Inc. Firewall Monitoring Agt

MOVED BY COMM._____

SUPPORTED BY COMM._____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:
ROLL CALL: YEAS_____ NAYS_____ EXCUSED_____
VOICE: YEAS_____ NAYS_____ EXCUSED_____

DISPOSITION: ADOPTED_____ DEFEATED_____ WITHDRAWN_____
AMENDED_____ CORRECTED____ REFERRED_____

MICHIGAN STATE UNIVERSITY | Extension

To: Ernie Krygier, Chair
Ways and Means Committee

From: Deanna East, MSU Extension District Coordinator

Date: November 26, 2012

Subject: Annual Plan of Work agreement between the County of Bay and MSU Extension

Request:

Seeking approval of the Annual Plan of Work agreement between the County of Bay and MSU Extension.

Background:

As part of a total organizational restructuring, MSU Extension has created a standardized Annual Plan of Work between MSU and Michigan counties for delivery of MSU Extension Programs. The Annual Plan of Work specifies access to the full range of Extension's statewide programs offered by the four Extension programming Institutes and set each county's share of the costs of maintaining the network of Extension Educators.

The county assessment is paid to MSU Extension through quarterly payments for the following purposes:

- Operating costs (travel, communications, office expenses) for MSUE funded Educators
- Coordination of 4-H program in the county
- Operating costs for 4-H program in county

The base assessment for Bay County is $63,331. Bay County will receive a $55,000 credit towards this assessment due to the 4-H Program Coordinator being a Bay County staff member and salary/fringe and operating is paid by Bay County. The assessment and the credit are reflected in the MoA, Exhibit A, B.4 ($63,331 county assessment - $55,000 credit = $8,331).

MSU EXTENSION

515 Center Avenue
301
Bay City, MI 48709

989-895-4026
Fax: 989-895-4217
www.msue.msu.edu

MSU is an affirmative-action, equal-opportunity employer.

In addition to the county assessment of $8,331, which covers Extension Educator staff outlined under the MoA, Exhibit A, A.1, the MoA reflects 50% of the Family Consumer Science Extension Educator salary and fringe ($43,500) under the MoA, Exhibit A, A.2.

Recommendation:

I am requesting approval of the Board of Commissioners for the Annual Plan of Work between County of Bay and MSU Extension.

CC: Tom Hickner, Tim Quinn, Marty Fitzhugh, Bob Redmond

Tamara Harris, MSU Extension

No. 2012-

BAY COUNTY BOARD OF COMMISSIONERS

12/11/12

RESOLUTION

BY WAYS AND MEANS COMMITTEE (12/4/12)

WHEREAS, As part of a total organizational structuring, MSU Extension has created a standardized Annual Plan of Work between MSU and Michigan counties for delivery of MSU Extension Programs; and

WHEREAS, The Annual Plan of Work specifies access to the full range of Extension's statewide programs offered by the four Extension Programming Institutes and sets each county's share of the costs of maintaining the network of Extension Educators; and

WHEREAS, The county's assessment is paid to MSU Extension through quarterly payments for the following purposes:

- Operating costs (travel, communications, office expenses) for MSUE funded Educators
- Coordination of 4-H Program in the county
- Operating costs for 4-H Program in county

WHEREAS, The base assessment for Bay County is $63,331 and Bay County will receive a $55,000 credit towards this assessment due to the 4-H Program Coordinator being a Bay County staff member and salary/ fringe and operating is paid by Bay County; and

WHEREAS, The assessment and the credit are reflected in the Memorandum of Agreement and the balance to be paid to MSU Extension is $8,331 which covers Extension Educator staff outlined in the Memorandum of Agreement and 50% of the Family Consumer Science Extension Educator salary and fringe; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Annual Plan of Work between MSU and Bay County and authorizes the Chairman of the Board to execute said MOA and related documents on behalf of Bay County following legal review/approval; Be It Finally

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

ERNIE KRYGIER, CHAIR
AND COMMITTEE

MSU - Annual Plan of Work

MOVED BY COMM._____

SUPPORTED BY COMM._____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:
ROLL CALL: YEAS_____ NAYS_____ EXCUSED_____
VOICE: YEAS_____ NAYS_____ EXCUSED_____

DISPOSITION: ADOPTED_____ DEFEATED_____ WITHDRAWN_____
AMENDED_____ CORRECTED____ REFERRED_____

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) 895-4039 (F)

Danean Wright, Retirement Adm./Acct.
wrightd@baycounty.net
(989) 895-4043 (T)
(989) 895-4113 (F)

Penny Weller, Payroll Clerk
wellerp@baycounty.net
(989) 895-4044 (T)
(989) 895-4039 (F)

To: Ernie Krygier, Chairman, Ways & Means Committee

From: Tim Quinn, Director of Personnel and Employee Relations

Date: November 27, 2012

Subject: Time Clocks

Request: That the Committee and Board authorize the purchase of four time clocks to be used in conjunction with the MUNIS payroll software.

Background: Bay County currently uses handwritten and simple punch time cards at Mosquito Control, Civic Arena, Golf Course and Community Center. The purchases of new time clocks will reduce employee error when calculating time and assist in complying with the upcoming PPACA requirements of tracking part time employees. The time clocks interface with MUNIS and will save time when processing payroll.

Finance/Economics: Funding will be used from the 2012 excess ISD budget not to exceed $11,000.00. No additional General Fund money is required.

Recommendation: That the Committee and the Board authorize the purchase of four time clocks to be used at Mosquito Control, Civic Arena, Golf Course and Community Center. In addition, request the Board to authorize any budget adjustments necessary.

c: Tiffany Jerry
Crystal Hebert
Tom Hickner

No. 2012-

BAY COUNTY BOARD OF COMMISSIONERS

12/11/12

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (12/4/12)

WHEREAS, Bay County currently uses handwritten and simple punch time cards at Mosquito Control, Civic Arena, Golf Course and Community Center; and

WHEREAS, The purchase of new time clocks will reduce employee error when calculating time and assist in complying with the upcoming PPACA requirements of tracking part time employees; and

WHEREAS, The time clocks interface with MUNIS and will save time when processing payroll; and

WHEREAS, The cost of the time clocks (4) will not exceed $11,000 and funding is available in the 2012 Information Systems budget; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes the purchase of four (4) time clocks to be used at Mosquito Control, Civic Arena, Golf Course and Community Center, funds to come from the 2012 Information Systems budget; Be It Further

RESOLVED That related required budget adjustments are approved.

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Personnel/Payroll - Time Clocks

MOVED BY COMM._____

SUPPORTED BY COMM._____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygier				Christopher Rupp			
Vaughn J. Begick				Kim Coonan				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 12/04/2012

RESOLVED: By this Board of Commissioners of Bay County, Michigan, that the following Budget Adjustments are hereby approved on 12/11/2012 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
2012-12-008	**SOLDIERS' RELIEF FUND**			
	VETERANS VAN PROGRAM			
	SOLDIERS AND SAILORS RELIEF			
	Total SOLDIERS' RELIEF FUND		$11,400	
	TO INCREASE VETERANS VAN PROGRAM GASOLINE LINE ITEM FOR 2012.			
2012-12-009	**GENERAL FUND**			
	BOARD OF COMMISSIONERS			
	DRAIN COMMISSIONER			
	Total GENERAL FUND	$5,000		
	GRANT: MDEQ-REGIONAL REFERENCE CURVES BAY COUNTY DRAIN OFFICE WILL PARTICIPATE IN DEVELOPING HYDRAULIC GEOMETRY REGIONAL REFERENCE CURVES FOR THE STREAMS IN THE HURON/ERIE LAKE PLANS FOR THE STATE OF MICHIGAN.			
2012-12-010	**BLDG AUTHORITY DEBT FUND**			
	BLDG AUTH-LIBRARY PROJECT			
	Total BLDG AUTHORITY DEBT FUND			X
	TO ADJUST BUILDING AUTHORITY LIBRARY PROJECT (36927913) DEBT PAYMENTS. THE BUILDING AUTHORITY LIBRARY PROJECT DEBT WAS REFINANCED ON AUGUST 8, 2012.			
2012-12-011	**911 SERVICE FUND**			
	911 CENTRAL DISPATCH			
	Total 911 SERVICE FUND			X
	TO RECLASSIFY THE PURCHASE OF COMPUTER TOUGHBOOKS BUDGETED FY2012 UNDER OBJ 98002, WHICH SHOULD HAVE BEEN 96741.			
2012-12-012	**GENERAL FUND**			
	BOARD OF COMMISSIONERS			
	ANIMAL SHELTER/DOG WARDEN			
	Total GENERAL FUND		$2,000	
	TO INCREASE ANIMAL CONTROL VETERINARY SERVICES FOR 2012 BUDGET.			

Journal Request Number	Fund Involved Department Involved	Favorable Impact	Unfavorable Impact	No Impact
2012-12-013	**GENERAL FUND**			
	TREASURER			
	Total GENERAL FUND			X
	100% TAX PAYMENT FUND (DTR)			
	TREASURER			
	Total 100% TAX PAYMENT FUND (DTR)		$50,000	
	DELQ PROP TAX FORECLOSURE FUND			
	2009 DELQ TAX PROPERTY SALES			
	Total DELQ PROP TAX FORECLOSURE FUND	$50,000		

$50,000 TRANSFER IN TO GENERAL FUND:
RECLASSIFY FUNDING SOURCE FROM 5180
DELINQUENT TAX FORECLOSURE FUND TO THE 5160
100% TAX PAYMENT FUND FY2012 BUDGET

Ernie Krygier, Chairman W. & M. and Committee

Budget Adjustment Detail

Journal Request Number **2012-12-008**

Ref: INCGAS Desc: INCGASEXP Eff Date: 12/04/2012

Org / Object		Description	I/D	Amount
		SOLDIERS' RELIEF FUND		
		VETERANS VAN PROGRAM		
29368401	75000	GAS, OIL AND GREASE	I	11,400
		SOLDIERS AND SAILORS RELIEF		
29368900	40001	FUND BALANCE	I	11,400

	Favorable	Unfavorable
Total SOLDIERS' RELIEF FUND	$0	$11,400

Explanation

TO INCREASE VETERANS VAN PROGRAM GASOLINE LINE ITEM FOR 2012.

Budget Adjustment Detail

Journal Request Number **2012-12-009**

Ref: ADJEXP Desc: MDEQ-RRC Eff Date: 12/04/2012

Org / Object		Description	I/D	Amount
GENERAL FUND				
BOARD OF COMMISSIONERS				
10110100	40001	FUND BALANCE	D	5,000
DRAIN COMMISSIONER				
10127500	53900	STATE GRANTS	I	35,000
10127500	80200	CONTRACTUAL SERVICES	I	30,000

	Favorable	Unfavorable
Total GENERAL FUND	$5,000	$0

Explanation

GRANT: MDEQ-REGIONAL REFERENCE CURVES
BAY COUNTY DRAIN OFFICE WILL PARTICIPATE IN DEVELOPING HYDRAULIC GEOMETRY REGIONAL REFERENCE CURVES FOR THE STREAMS IN THE HURON/ERIE LAKE PLANS FOR THE STATE OF MICHIGAN.

Budget Adjustment Detail

Journal Request Number **2012-12-010**

Ref: BLDG Desc: BLDG. AUTH Eff Date: 12/04/2012

Org / Object		Description	I/D	Amount
BLDG AUTHORITY DEBT FUND				
BLDG AUTH-LIBRARY PROJECT				
36927913	81700	LEGAL FEES	I	14,500
36927913	99100	PRINCIPAL PAYMENTS	I	125,000
36927913	99500	INTEREST PAYMENT	D	139,500

	Favorable	Unfavorable
Total BLDG AUTHORITY DEBT FUND	$0	$0

Explanation

TO ADJUST BUILDING AUTHORITY LIBRARY PROJECT (36927913) DEBT PAYMENTS. THE BUILDING AUTHORITY LIBRARY PROJECT DEBT WAS REFINANCED ON AUGUST 8, 2012.

Budget Adjustment Detail

Journal Request Number **2012-12-011**

Ref: RECLSS Desc: TGHBOOKEXP Eff Date: 12/04/2012

Org / Object		Description	I/D	Amount
911 SERVICE FUND				
911 CENTRAL DISPATCH				
26132500	96741	COMPUTER HARDWARE EXPENSE	I	40,794
26132500	98002	COMPUTER HARDWARE	D	40,794

	Favorable	Unfavorable
Total 911 SERVICE FUND	$0	$0

Explanation

TO RECLASSIFY THE PURCHASE OF COMPUTER TOUGHBOOKS BUDGETED FY2012 UNDER OBJ 98002, WHICH SHOULD HAVE BEEN 96741.

Budget Adjustment Detail

Journal Request Number **2012-12-012**

Ref: INCVET Desc: INCVETSERV Eff Date: 12/04/2012

Org / Object		Description	I/D	Amount
GENERAL FUND				
BOARD OF COMMISSIONERS				
10110100	40001	FUND BALANCE	I	2,000
ANIMAL SHELTER/DOG WARDEN				
10143000	80700	VETERINARIAN SERVICES	I	2,000

	Favorable	Unfavorable
Total GENERAL FUND	$0	$2,000

Explanation

TO INCREASE ANIMAL CONTROL VETERINARY SERVICES FOR 2012 BUDGET.

Budget Adjustment Detail

Journal Request Number **2012-12-013**

Ref: RECLS Desc: RECLSTXFND Eff Date: 12/04/2012

Org / Object		Description	I/D	Amount
GENERAL FUND				
TREASURER				
10125300	69903	TRANSFERS IN FROM 100% TX COLL	I	50,000
10125300	69904	TRSF IN FROM DELQ TX FORECLSRE	D	50,000

	Favorable	Unfavorable
Total GENERAL FUND	$0	$0

100% TAX PAYMENT FUND (DTR)				
TREASURER				
51625300	40002	UNRESTRICTED NET ASSETS	I	50,000
51625300	99900	TRANSFERS OUT TO OTHER FUNDS	I	50,000

	Favorable	Unfavorable
Total 100% TAX PAYMENT FUND (DTR)	$0	$50,000

DELQ PROP TAX FORECLOSURE FUND				
2009 DELQ TAX PROPERTY SALES				
51825409	40002	UNRESTRICTED NET ASSETS	D	50,000
51825409	99900	TRANSFERS OUT TO OTHER FUNDS	D	50,000

	Favorable	Unfavorable
Total DELQ PROP TAX FORECLOSURE FUND	$50,000	$0

Explanation

$50,000 TRANSFER IN TO GENERAL FUND; RECLASSIFY FUNDING SOURCE FROM 5180 DELINQUENT TAX FORECLOSURE FUND TO THE 5160 100% TAX PAYMENT FUND FY2012 BUDGET

Analysis of General Fund Unreserved/Undesignated Fund Balance 2012

Report Date: 11/27/2012

Description	Journal Number	2012 Fund Balance
Assigned Fund Balance or (Deficit)12/31/2011		$5,406,615
Reverse previous years Committed Fund Balance *		$284,865
Assigned Fund Balance or (Deficit)		$5,691,480
2012 Budgeted Surplus /(Deficit)		$111,945
BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH NOVEMBER 2012		
To budget for rollover of 2011 PO's @12/31/11*	12-08-0178	-$284,865
Budget for licensing costs for additional users for employee self serve	12-02-0002	-$5,560
Budget for $1,000 insurance deductible for marine patrol boat repair	12-02-0004	-$1,000
Corr. MSU budget contractual expense s/b $9,043 less offset coord wages	12-02-0005	$4,155
To budget for seasonal help at $8.00 an hour for Pinconning Park grant	12-02-0006	-2,811
To budget for Compressor replacement cost at law Enforcement Center	12-05-0348	-20,900
Cor.personnel budget 70400 object used for Clerk wages rolled over 70300	12-05-0112	43,299
Correct DOA indirect cost /set up General Fund receiving indirect revenue	12-06-0004	6,417
Budget for election ballot purchases & State of MI reimbursements	12-06-0006	-2,000
Increase elections budget for publications costs	12-06-0007	-8,000
Budget for frosred acrylic sheets of plastic & supplies for windows at LEC	12-06-0008	-9,400
Increase the Sheriff Dept budget for costs of emergency elevator repair	12-06-0041	-16,000
Budget for Northeast Michigan 211 referral services one time contribution	12-07-0004	-3,000
Budget for the purchase of two pallets of tar to repair parking lots	12-08-0095	-2,200
Budget for increase gasoline costs for Warrant Officer & Secondary Rd	12-08-0136	-11,800
Increase Mental Health Group Homes budget for repair & maintenance	12-08-0144	-16,000
Incr. Purchasing budget due to number of bids & advertising, copier costs	12-09-0002	-3,594
Budget for GIS expenditure will increase Transportation grant revenue	12-11-0139	-1,633
Increase 2012 budget for Assigned Counsel to handle overflow cases & conflicts	12-11-0062	-63,985
Increase Sheriff Department food line item due to rising costs	12-11-0037	-31,000
Budget the Boys & Girls Club contractual expenditures for the summer program	12-11-0036	-13,000
Budget savings from Dept. of Criminal Defense moved into Dept.of Public Defend.	12-11-0136	47,522
Reduce retiree health ins.budgets due to prescription chg & bgt on individual level	12-11-0066	295,814
Reduce Treasure Office hard/software repair and maintenance line item (93700)	12-11-0046	7,000
NOVEMBER 27, 2012		-92,541
Assigned Fund Balance or (Deficit) 11/27/2012		$5,710,884

THOMAS L. HICKNER
Bay County Executive

FINANCE DEPARTMENT
Bay County Building
515 Center Avenue, Suite 701
Bay City, MI 48708-5128

CRYSTAL A. HEBERT
Finance Officer
hebertc@baycounty.net

KIMBERLY A. PRIESSNITZ
Assistant Finance Officer
priessnitzk@baycounty.net

TO: Ernie Krygier, Chairperson
Ways & Means Committee

FROM: Crystal Hebert CH
Finance Officer

RE: Executive Directive #2007-11

DATE: November 27, 2012

REQUEST:
Please place this memo on the December 4, 2012, agenda for your committee's information.

BACKGROUND:
On November 10, 2012, 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 2012 and/or 2013 appear to have no changes.

RECOMMENDATION:
To receive.

c: Tom Hickner
Michael Gray
Marty Fitzhugh
Kim Priessnitz
Tim Quinn

TEL (989) 895-4030 TDD (989) 895-4049 FAX (989) 895-4039
www.baycounty-mi.gov

NO. 2012-

BAY COUNTY BOARD OF COMMISSIONERS

2013

GENERAL APPROPRIATION BUDGET ACT RESOLUTION

BY: BAY COUNTY BOARD OF COMMISSIONERS

WHEREAS, THE PROPOSED 2013 BAY COUNTY BUDGET HAS BEEN SUBMITTED TO THE BAY COUNTY BOARD OF COMMISSIONERS; PURSUANT TO THE PROVISIONS OF ACT 43 OF THE P.A., 1963, AS AMENDED BY P.A. 40 OF 1995, OF THE STATE OF MICHIGAN ON DECEMBER 11, 2012; AND

WHEREAS, THE TOTAL NUMBER OF MILLS TO BE LEVIED IN 2012 FOR 2013 OPERATIONS IS 10.7162. THE PURPOSE FOR WHICH THAT MILLAGE IS TO BE LEVIED IS AS FOLLOWS:

BAY COUNTY GENERAL OPERATING	5.7257
BAY COUNTY LIBRARY	.9953
BAY COUNTY LIBRARY	1.0000
BAY COUNTY MOSQUITO CONTROL	.4500
BAY COUNTY SENIOR CITIZENS.....	.5000
BAY COUNTY SENIOR CITIZENS.....	.3000
BAY COUNTY 911 CENTRAL DISPATCH	.7000
BAY COUNTY MEDICAL CARE FACILITY	.7500
BAY COUNTY HISTORICAL SOCIETY	.0952
BAY COUNTY VETERANS	.1000
BAY COUNTY GYPSY MOTH.....	.1000
TOTAL	10.7162

WHEREAS, IN CONFORMITY WITH ACT 2, MICHIGAN PUBLIC ACT OF 1968, AS AMENDED, IT IS REQUIRED THAT A GENERAL APPROPRIATIONS ACT BE ADOPTED WHICH SETS FORTH THE AMOUNTS APPROPRIATED BY THE BAY COUNTY BOARD OF COMMISSIONERS TO DEFRAY EXPENDITURES AND MEET THE LIABILITIES OF BAY COUNTY FOR THE ENSUING 2013 FISCAL YEAR ENDING DECEMBER 31, AND WHICH ALSO SETS FORTH THE ESTIMATED REVENUES, BY SOURCE IN EACH FUND FOR THE ENSUING YEAR,

WHICH SAID ESTIMATED REVENUES AND EXPENDITURES/ EXPENSES ARE BALANCED AS FOLLOWS:

GENERAL OPERATING FUND	32,526,978
SPECIAL REVENUE FUNDS	24,801,446
DEBT SERVICE FUNDS	2,557,178
CAPITAL PROJECT FUNDS	599,441
ENTERPRISE FUNDS	27,955,137
INTERNAL SERVICE FUNDS	8,378,178
TRUST FUNDS	24,198,202

RESOLVED, BY THIS BOARD OF COMMISSIONERS OF BAY COUNTY, MICHIGAN, THAT THE 2013 BAY COUNTY BUDGET, AS PRESENTED TO THE BAY COUNTY COMMISSIONERS IS ADOPTED ON A FUNCTIONAL LEVEL FOR THE GENERAL FUND AND ALL SPECIAL REVENUE FUNDS, SUBJECT TO ALL COUNTY POLICIES REGARDING THE EXPENDITURE OF FUNDS AND THE CONDITIONS SET FORTH IN THIS RESOLUTION; AND BE IT FURTHER

RESOLVED, THAT THE PROPER ELECTED AND APPOINTED COUNTY OFFICIALS ARE DIRECTED TO IMPLEMENT THIS 2013 COUNTY BUDGET IN CONFORMITY WITH ITS PROVISIONS; BE IT FURTHER

RESOLVED, THAT THE FOLLOWING BUDGET STIPULATIONS ARE ADOPTED IN CONFORMITY WITH THE 2013 BUDGET AND ALL PROPER AND NECESSARY COUNTY OFFICIALS ARE DIRECTED TO FOLLOW THESE STIPULATIONS WHILE IMPLEMENTING THE 2013 BUDGET:

1. THE FOLLOWING ACCOUNTS SHALL HAVE THEIR APPROPRIATIONS DISTRIBUTED QUARTERLY UNLESS OTHERWISE DIRECTED BY THE BAY COUNTY BOARD OF COMMISSIONERS.

   A. SUBSTANCE ABUSE APPROPRIATION
   B. BAY-ARENAC BEHAVIORAL HEALTH AUTHORITY
   C. MID-MICHIGAN DISPUTE RESOLUTION

   THE APPROPRIATION IN FISCAL YEAR 2013 TO THE BAY-ARENAC BEHAVIORAL HEALTH AUTHORITY WILL BE $682,242.

2. STATE AND FEDERAL GRANT REIMBURSEMENTS TO ALL APPLICABLE FUNDS OF THE COUNTY ARE OF EVER INCREASING IMPORTANCE. NOW, THEREFORE, THE FINANCE DEPARTMENT SHALL PREPARE AND IMPLEMENT THE NECESSARY CHARGES AND ACCOUNTING PROCEDURES TO INSURE THESE REIMBURSEMENTS ARE TIMELY AND CORRECT.

3. THE COUNTY EXECUTIVE SHALL COMPLY WITH THE PROVISIONS OF ACT 139 IN MAKING QUARTERLY REPORTS TO THE BAY COUNTY COMMISSIONERS AND THOSE REPORTS WILL INCLUDE AT LEAST THE COUNTY'S RECEIPT OF REVENUES, AND DISBURSEMENT OF EXPENDITURES/ EXPENSES FROM THE VARIOUS DEPARTMENTS ON A LINE ITEM BASIS FOR ALL FUNDS.

4. A MEMBER OF THE BOARD OF COMMISSIONERS, THE COUNTY EXECUTIVE, ANY ELECTED OFFICER, THE FINANCE OFFICER, ANY OTHER ADMINISTRATIVE OFFICER OR EMPLOYEE OF BAY COUNTY SHALL NOT CREATE A DEBT, INCUR A FINANCIAL OBLIGATION ON BEHALF OF THE COUNTY AGAINST AN APPROPRIATION ACCOUNT IN EXCESS OF THE AMOUNT AUTHORIZED, NOR APPLY OR DIVERT MONEY OF THE COUNTY FOR PURPOSES INCONSISTENT WITH THOSE SPECIFIED IN THE GENERAL APPROPRIATIONS MEASURE AS APPROVED AND AMENDED BY THE BOARD OF COMMISSIONERS.

5. ANY VIOLATION OF THE GENERAL APPROPRIATIONS MEASURE BY THE COUNTY EXECUTIVE, ANY ELECTED OFFICER, THE FINANCE OFFICER, ANY ADMINISTRATIVE OFFICER, EMPLOYEE OF BAY COUNTY, OR MEMBER OF THE BOARD OF COMMISSIONERS DETECTED THROUGH APPLICATION OF GENERALLY ACCEPTED ACCOUNTING PRINCIPLES AND/OR AUDITING STANDARDS UTILIZED BY BAY COUNTY OR DISCUSSED IN AN AUDIT OF THE FINANCIAL RECORDS AND ACCOUNTS OF THE COUNTY SHALL BE FILED WITH THE STATE TREASURER AND REPORTED BY THE STATE TREASURER TO THE ATTORNEY GENERAL. PURSUANT TO PUBLIC ACT 621 OF 1978, THE UNIFORM BUDGETING AND ACCOUNTING ACT, THE ATTORNEY GENERAL SHALL REVIEW THE REPORT AND INITIATE APPROPRIATE ACTION AGAINST THE PERSON OR PERSONS IN VIOLATION. FOR USE AND BENEFIT OF THE COUNTY OF BAY, THE ATTORNEY GENERAL OR PROSECUTING ATTORNEY MAY INSTITUTE A CIVIL AND/OR CRIMINAL ACTION IN A COURT OF COMPETENT JURISDICTION FOR THE RECOVERY OF COUNTY FUNDS DISCLOSED BY AN EXAMINATION TO HAVE BEEN ILLEGALLY EXPENDED OR COLLECTED AS A RESULT OF MALFEASANCE, AND FOR THE RECOVERY OF PUBLIC PROPERTY DISCLOSED TO HAVE BEEN CONVERTED OR MISAPPROPRIATED.

6. THE BAY COUNTY EXECUTIVE SHALL PREPARE AS AN EXPLANATION TO THE 2013 BUDGET THE FOLLOWING CHARTS AND DESCRIPTION:

   A. SOURCE AND USE OF MONIES
   B. EXPENDITURE SUMMARIES BY FUNCTION
   C. DEPARTMENT/PROGRAM DESCRIPTION AND NUMBER OF PERSONNEL OF ALL DEPARTMENTS BUDGETED IN THE 2013 BUDGET

7. THE LEVEL OF EXPENDITURES OF THE FOLLOWING FUNDS ARE PREDICATED ON RECEIPT OF ANTICIPATED REVENUES FROM STATE AND/OR FEDERAL AGENCIES:

   A. GENERAL OPERATING FUND
   B. 911 CENTRAL DISPATCH FUND
   C. FRIEND OF THE COURT FUND
   D. HEALTH FUND
   E. GYPSY MOTH SUPPRESSION FUND
   F. MOSQUITO CONTROL FUND
   G. LIBRARY FUND
   H. COMMUNITY CORRECTIONS FUND
   I. DIVISION ON AGING FUND
   J. HOME REHABILITATION FUND
   K. SOCIAL WELFARE FUND
   L. CHILD CARE FUND
   M. CHILD CARE/SOCIAL SERVICES FUND
   N. VETERANS TRUST FUND
   O. MEDICAL CARE FACILITY FUND
   P. HOUSING FUND
   Q. HOMELAND SECURITY FUND

8. THE BAY COUNTY EXECUTIVE IS DIRECTED TO CHARGE ALL FUNDS FOR THE ACTUAL CHARGES FOR FRINGE BENEFITS. IF THE ACTUAL CHARGES EXCEED OR ARE LESS THAN WHAT HAS BEEN BUDGETED AS A RESULT OF RATE CHANGES, ALL APPLICABLE BUDGET ADJUSTMENTS MUST BE APPROVED BY THE BOARD OF COMMISSIONERS AS SOON AS THE NEW RATES ARE IMPLEMENTED OR SHORTLY THEREAFTER.

9. EXCEPT FOR THE COURTS AND THE PERFORMANCE OF STATUTORY DUTIES BY THE PROSECUTING ATTORNEY, NO FUNDS APPROPRIATED IN THE 2013 GENERAL FUND EXPENDITURES BUDGET, WHETHER IN LINE ITEMS LABELED LEGAL OR NOT, MAY BE EXPENDED FOR LITIGATION AGAINST ANOTHER GOVERNMENTAL ENTITY, ELECTED OFFICIAL, OR BODY OR PUBLIC CORPORATION WITHOUT

THE PERMISSION OF THE BAY COUNTY BOARD OF COMMISSIONERS.

10. THE WORKING 2013 BUDGET FOR ALL ACTIVITIES OF ALL FUNDS WILL BE MONITORED ONTO THE FOLLOWING SIX BUDGETARY CATEGORIES, WHICH IS IN ACCORDANCE WITH THE STATE'S LEGAL REQUIREMENT AND IS THE LEVEL OF CLASSIFICATION DETAIL AT WHICH EXPENDITURES MAY NOT LEGALLY EXCEED APPROPRIATIONS:

    A. PERSONAL SERVICES
    B. SUPPLIES
    C. OTHER SERVICES & CHARGES
    D. CAPITAL OUTLAY
    E. DEBT SERVICE
    F. TRANSFERS

    AND SUBJECT TO THE FOLLOWING RESTRICTIONS:

    A. THE ELECTED OFFICIALS AND AUTHORIZED DEPARTMENT/DIVISION HEADS ARE AUTHORIZED TO TRANSFER BUDGETED AMOUNTS BETWEEN LINE ITEMS WITHIN A CATEGORY.

    B. THE ELECTED OFFICIALS AND AUTHORIZED DEPARTMENT/DIVISION HEADS ARE AUTHORIZED TO TRANSFER BUDGETED AMOUNTS BETWEEN CATEGORIES. ANY ADJUSTMENTS THAT ALTER THE TOTAL BUDGET OF ANY CATEGORY BY 10% OR $2,000 (WHICHEVER IS LESS) MUST BE APPROVED BY THE BOARD OF COMMISSIONERS. A LIST OF ALL CATEGORICAL BUDGET ADJUSTMENTS WILL BE PROVIDED MONTHLY TO THE BOARD OF COMMISIONERS.

    C. IF A BUDGET ADJUSTMENT BETWEEN CATEGORIES IS DETERMINED TO BE REQUIRED BECAUSE OF AN ACCOUNTING CHANGE OR ERRORS AND OMISSIONS, AND THE USE OF THE APPROPRIATED FUNDS HAS NOT CHANGED, THE BUDGET ADJUSTMENT ONLY REQUIRES PRIOR APPROVAL OF THE FINANCE OFFICER.

    D. APPROPRIATIONS IN THE PERSONAL SERVICES CATEGORY MAY ONLY BE EXPENDED FOR PERSONAL SERVICES, AND ANY APPROPRIATIONS NOT EXPENDED DUE TO VACANCIES, RESIGNATIONS, ETC., SHALL BE

REMOVED FROM THE 2013 DEPARTMENTAL EXPENDITURE BUDGETS AND PLACED IN FUND BALANCE BY THE FINANCE DEPARTMENT UNLESS OTHERWISE APPROVED BY THE BOARD OF COMMISSIONERS.

E. 2013 CAPITAL EXPENDITURES WILL BE LIMITED TO THOSE APPROVED WITH THIS RESOLUTION. ANY MODIFICATIONS OF A DEPARTMENT'S CAPITAL OUTLAY CATEGORY GREATER THAN $2,000 PER ITEM, MUST FIRST GAIN APPROVAL OF THE BOARD OF COMMISSIONERS.

HOWEVER, THE WORKING 2013 BUDGET FOR ALL ACTIVITIES OF ALL FUNDS WILL BE ACCOUNTED FOR AND REPORTED ON A LINE-ITEM BASIS.

11. AT THE END OF THE 2013 FISCAL YEAR THE VALUE OF ALL ENCUMBRANCES FOR ANY UNLIQUIDATED COMMITMENT OR OBLIGATION (IE. OPEN PURCHASE ORDER OR UNFULFILLED CONTRACT) OF THE COUNTY SHALL BECOME A PART OF DESIGNATED FUND BALANCE. IN 2013 THE FINANCE DEPARTMENT SHALL REAPPROPRIATE FROM DESIGNATED FUND BALANCE TO THE RESPECTIVE BUDGETS THE VALUE OF SUCH COMMITMENTS OR OBLIGATIONS FROM THE FUND BALANCE DESIGNATED FOR ENCUMBRANCES. IN ADDITION IN 2013, THE FINANCE DEPARTMENT SHALL REAPPROPRIATE TO THE RESPECTIVE CAPITAL PROJECT BUDGETS THE VALUE OF UNSPENT/UNENCUMBERED FUNDS APPROPRIATED IN 2012 FOR SUCH PROJECT.

12. THE CHAIRMAN OF THE BOARD OF COMMISSIONERS IS THE AUTHORIZED DEPARTMENT HEAD FOR ALL BOARD OF COMMISSIONERS BUDGET ACTIVITIES.

13. THE COUNTY EXECUTIVE SHALL SUBMIT TO THE BOARD OF COMMISSIONERS AT THEIR ANNUAL ORGANIZATIONAL MEETING, A LIST OF "AUTHORIZED DEPARTMENT HEADS."

14. ALL ELECTED OFFICIALS, EXCLUSIVE OF THE BOARD OF COMMISSIONERS, AND NON-REPRESENTED EMPLOYEES SHALL RECEIVE A PAY INCREASE EQUAL TO THE BOARD APPROVED INCREASE GRANTED TO THE UNITED STEELWORKERS OF AMERICA (U.S.W.A.) - FULL TIME BARGAINING UNIT. THIS METHOD SHALL BE USED FOR ALL FUTURE WAGE INCREASES. ELECTED OFFICIALS

AFFECTED ARE AS FOLLOWS:

EXECUTIVE
SHERIFF
PROSECUTOR
TREASURER
CLERK
REGISTER OF DEEDS
DRAIN COMMISSIONER
ROAD COMMISSIONERS

15. THE BAY COUNTY CIRCUIT COURT EXPENDITURE BUDGET CONSIST OF $2,765,242 PERSONNEL COST AND $624,437 OTHER OPERATING EXPENDITURES, FOR A TOTAL APPROPRIATION OF $3,389,679. THE CIRCUIT COURT BUDGETS INCLUDE: CIRCUIT COURT, FRIEND OF THE COURT, FRIEND OF THE COURT COOPERATIVE REIMBURSEMENT, FRIEND OF THE COURT MICHIGAN WORKS, FRIEND OF THE COURT MEDIATION DUTIES, LAW LIBRARY, JURY/JUDICIAL COUNCIL AND CIRCUIT COURT ADULT PROBATION.

16. THE BAY COUNTY PROBATE COURT EXPENDITURE BUDGET CONSIST OF $1,021,598 PERSONNEL COST AND $289,320 OTHER OPERATING EXPENDITURES, FOR A TOTAL APPROPRIATION OF $1,310,918. TOTAL EXPENDITURES INCLUDE PROBATE COURT, PUBLIC GUARDIAN AND PROBATE FAMILY DEPENDENCY.

17. THE BAY COUNTY DISTRICT COURT EXPENDITURE BUDGET CONSIST OF $1,558,279 PERSONNEL COST AND $354,766 OTHER OPERATING EXPENDITURES, FOR A TOTAL APPROPRIATION OF $1,913,045. TOTAL EXPENDITURES INCLUDE DISTRICT COURT, DISTRICT COURT ADULT PROBATION AND DISTRICT COURT OWI TREATMENT GRANT.

18. ANY NON-COUNTY ENTITY RECEIVING FUNDS FROM THE COUNTY MUST PRESENT THE BOARD OF COMMISSIONERS WITH DETAILED FINANCIAL REPORTS NO LESS THAN ANNUALLY. THESE ENTITIES SHALL BE PROPERLY BONDED AND INSURED TO PROTECT THE COUNTY FROM ANY AND ALL LIABILITY RESULTING FROM THE ENTITY'S ACTIONS. THE BAY COUNTY EXECUTIVE SHALL STOP PAYMENT OF COUNTY FUNDS TO ANY ENTITY THAT FAILS TO COMPLY WITH THESE REQUIREMENTS.

19. COUNTY COMMISSIONERS SERVING ON COUNTY RELATED BOARDS AND COMMISSIONS SHALL BE REIMBURSED $45.00 PER MEETING, EXCEPT THAT PER DIEM PAID TO THE BOARD OF CANVASSERS WILL BE $50.00 PER HALF DAY AND $100.00 PER FULL DAY.

20. THE FEE SCHEDULE MARKED AS APPENDIX A IS MADE A PART HEREOF AND IDENTIFIES CERTAIN DEPARTMENTAL FEES THAT WILL BE INCREASED EFFECTIVE JANUARY 1, 2013, UNLESS OTHERWISE INDICATED.

21. ALL PERSONNEL VACANCIES, REGARDLESS OF FUND, THAT ARE BUDGETED OR OCCUR IN THE 2013 DEPARTMENT EXPENDITURES BUDGET SHALL BE FILLED ONLY AFTER CONCURRENCE BY THE BOARD OF COMMISSIONERS.

22. THE COUNTY TREASURER IS AUTHORIZED, AS PERMITTED BY THE STATUTE, TO ADVANCE THE NECESSARY FUNDS FROM THE BUDGET STABILIZATION FUND TO THE GENERAL FUND FOR CASH FLOW PURPOSES.

DONALD J. TILLEY, CHAIR
AND BOARD

ANIMAL CONTROL DEPARTMENT		2012	2013
ADOPTION-DOGS	Spayed/Neutered	N/A	N/A
	Rabies Vaccine	N/A	N/A
	License	8.00	8.00
	Adoption	17.00	17.00
	Total	25.00	25.00

Prepayment of sterilization and rabies vaccination is required prior to animal release.

ADOPTION-CATS	Spayed/Neutered	N/A	N/A
	Rabies Vaccine	N/A	N/A
	License	8.00	8.00
	Adoption	17.00	17.00
	Total	25.00	25.00

Prepayment of sterilization and rabies vaccination is required prior to animal release.

LICENSE-DOGS	Unaltered	24.00	24.00
	Unaltered-Late	44.00	44.00
	Altered	8.00	8.00
	Altered-Late	28.00	28.00
LICENSE-CATS	Unaltered	24.00	24.00
	Unaltered-Late	44.00	44.00
	Altered	8.00	8.00
	Altered-Late	28.00	28.00
3 YEAR LICENSE Dogs and Cats	Unaltered	60.00	60.00
	Unaltered (Late)	80.00	80.00
	Altered	20.00	20.00
	Altered (Late)	60.00	60.00
LICENSE-KENNEL	1 to 5 dogs	19.00	19.00
	6 to 10 dogs	31.00	32.00
	11 to 15 dogs	50.00	51.00
	Each additional 10 dogs	25.00	26.00
ANIMAL PICK-UP	Owner/Business Request-Daytime	37.00	38.00
	Owner/Business Request-After-Hours	74.00	76.00
IMPOUNDMENT	1st Time	37.00	38.00
	2nd Time	85.00	87.00
	3rd Time	150.00	153.00
	4th Time	285.00	292.00
BOARD & CARE	Small Animals, per day	12.00	12.00
	Large Animals, per day	22.00	23.00
EUTHANASIA	Owner Requested	42.00	43.00
	Disposal	17.00	17.00

CLERK

BIRTH CERTIFICATES	Certified	14.00	14.00
	Non-Certified	8.50	8.50
DEATH CERTIFICATES	Certified	14.00	14.00
	Non-Certified	8.50	8.50
MARRIAGE CERTIFICATES	Certified	14.00	14.00
	Non-Certified	8.50	8.50
CRIMINAL RECORDS SEARCH	Each	11.50	11.50
ADDITIONAL COPIES	Each	3.00	3.00
PHOTOCOPY	Each	1.00	1.00
CERTIFIED		2.00	2.00
MARRIAGE LICENSE		20.00	20.00
MARRIAGE CEREMONY FEE		25.00	25.00
Waive 3 day waiting period for marriage license		15.00	15.00

EQUALIZATION

SUMMER TAX BILLING	Tax bills and receipt	0.18	0.18
	Tax roll per page	0.07	0.07
	Personnel	0.20	0.20
	Envelope	0.04	0.04
WINTER BILL	Tax bill	0.18	0.18
	Tax roll	0.07	0.07
	Maintenance	1.00	1.00
	Personnel	0.20	0.20
	Envelope	0.04	0.04
CHANGE OF ASSEMENT NOTICES			
	Notices	0.10	0.10
	Rolls per page	0.07	0.07
	Envelope	0.04	0.04

In addition to the above charges, will also bill back to the units the cost of postage

GOLF COURSE

TRAIL FEES	Seasonal	104.00	105.00
GREEN FEES-9 HOLES			
May 4 - September 15	Monday-Sunday	14.00	14.00
	Seniors: Before 3pm, Mon-F	10.00	10.00
	Juniors: Before 3pm, Mon-Fri & After 3pm Weekends	8.00	8.00
PROMOTIONAL	9 Holes w/cart noon-3pm Mon-Thur. Sandwich and chips included	17.00	17.00
FOURSOME	18 holes w/cart after 11:00am Fri, Sat. & Sun. Sandwich and chips included	100.00	100.00
CART RENTAL-9 HOLES			
May 4 - September 15	Daily	12.00	12.00
	Before 12pm (noon) Mon-Fr	10.00	10.00
	Pull Cart Fee	3.00	3.00
GREEN FEES W/CART - 9 HOLES	Fri, Sat & holidays after 3pm	17.00	17.00
GREEN FEES - 18 HOLES	Monday - Friday	22.00	23.00
	Weekend	25.00	25.00
	Seniors: Before 3pm Mon-Fi	15.00	15.00
	Juniors: Before 3pm Mon-Fri & After 3pm - weekends	11.00	11.00
CART RENTAL - 18 HOLES	Daily	24.00	24.00
	Before 12pm (noon) Mon-Fr	18.00	18.00
	Pull Cart Fee	3.00	3.00
GREEN FEES W/CART - 18 HOLES	Fri, Sat & holidays after 3pm	29.00	29.00
OUT OF SEASON FEES			
April 1-May 3 and			
September 16 to close	9 Holes Walking	12.00	12.00
	18 Holes Walking	20.00	20.00
	9 Holes w/cart Mon-Sun	16.00	17.00
	18 Holes w/cart Mon-Sun	27.00	29.00
GOLF PACKAGES			
Out of Season	9 hole 5 round pass	75.00	75.00
	9 hold 10 round pass	145.00	145.00
	18 hole 5 round pass	130.00	130.00
	18 hold 10 round pass	250.00	250.00

GOLF COURSE (Cont.)

In Season (May-Sept.)	9 hole 5 round pass	90.00	90.00
	9 hold 10 round pass	175.00	175.00
	18 hole 5 round pass	165.00	165.00
	18 hold 10 round pass	325.00	325.00
DRIVE RANGE	Limited season pass	184.00	N/A
	Small buckets	3.00	3.00
	Large buckets	5.00	5.00
CART STORAGE	Gas Cart	293.00	295.00
	Electric Cart	367.00	375.00
SEASON PASS - 5 DAY	Single	543.00	545.00
	Husband & Wife	724.00	725.00
	Family (each child)	78.00	80.00
SEASON PASS - 7 DAY	Single	739.00	740.00
	Husband & Wife	943.00	950.00
	Family (each child)	104.00	105.00
SENIOR PASS - 5 DAY	Single (age 60 or over)	496.00	495.00
	Husband & Wife (age 60 or over)	646.00	650.00
JUNIOR PASS - 7 DAY	Under age 18 After 3pm weekends	259.00	260.00
COLLEGE PASS - 5 DAY	Age 19 thru 24	376.00	380.00
SEASON CART FEE - 5 DAY	Single	543.00	545.00
	Husband & Wife	724.00	725.00
	Family (each child)	78.00	80.00
SEASON CART FEE - 7 DAY	Single	739.00	740.00
	Husband & Wife	943.00	950.00
	Family (each child)	104.00	105.00
SENIOR CART FEE - 5 DAY	Single (age 60 or over)	496.00	495.00
	Husband & Wife (age 60 or over)	646.00	650.00

JUVENILE HOME

HOUSING OUT-OF-COUNTY & STATE WARD	150.00	150.00

PARKS AND RECREATION

COMMUNITY CENTER

OPEN GYM:	Age 14 and under	2.00	2.00
	Age 15 thru 17	3.25	3.25
	Age 18 and over	4.25	4.25
WEIGHT ROOM:	Age 14 and under	2.00	2.00
	Age 15 thru 17	3.25	3.25
	Age 18 and over	4.25	4.25
LOCKER:		1.00	1.00
GYM/WEIGHT ROOM SEASONAL PASS	Age 18 & Over	113.00	115.00
	Family	256.00	260.00
GYM/WEIGHT ROOM MONTHLY PASS	Age 18 & Over	15.00	15.00
	Family	26.00	26.00
PICKLE BALL COURTS	Per Player/2 hours	N/A	4.00
ROOM RENTALS:	Small meeting room per hour-weekday	26.00	26.00
	Small meeting room per hour-weekend	36.00	36.00
	Large meeting room per hour-weekday	36.00	36.00
	Large meeting room per hour-weekend	46.00	46.00
	Multi-Purpose room per hour-weekday	41.00	41.00
	Multi-Purpose room per hour-weekend	51.25	52.00
	Large gym per hour-weekday	61.50	63.00
	Large gym per hour-weekend	72.00	74.00
	Security Deposit for use of Kitchen	82.00	84.00
SUMMER YOUTH RECREATION PROGRAM		100.00	100.00
BASKETBALL:			
	Women's	22.50	22.50
	Men's	22.50	22.50
	Church	22.50	22.50
VOLLEYBALL:			
	Women's per person per season	13.00	13.00
	Men's and coed per person per season	13.00	13.00
SWIMMING POOL ADMISSION:	Age 17 and under	4.00	4.00
	Age 18 and over	5.00	5.00
SUMMER SWIMMING PASS	Age 17 and under	46.00	46.00
	Age 18 and over	62.00	65.00
FAMILY PASS	Swimming Pool	133.00	135.00
THURSDAY RATE	Children and adults	2.00	2.00
SWIMMING LESSON FEES		31.00	31.00

CIVIC/ICE ARENA

BASE PRIME ICE (hourly rates reserved):		226.00	230.00
LOW VOLUME:	100 - 499 annually	219.00	220.00
HIGH VOLUME:	500+ annually	206.00	206.00
	U-8	38.50	40.00
	Plus $50 per child over 15 children per 20 sessions		
NON-PRIME RATES:	9 a.m. - 3 p.m. Mon.-Fri. non-holidays	192.00	195.00
MORNING ICE:	Mon.-Fri. 6-9 a.m.	151.00	155.00
UNRESERVED ICE:		146.00	150.00
SUMMER ICE - EVENINGS:	4:00 p.m. to close	213.00	220.00
SUMMER ICE - DAYTIME:	7:00 a.m. to 4:00 p.m.	192.00	200.00
DRY FLOOR RENTAL:		1,500.00	1,550.00
BIRTHDAY PARTIES	Regular package-per child	8.00	8.00
	Deluxe package-per child	10.00	10.00
PUBLIC SKATE	Weekdays @ noon-Mon-Fri	3.00	3.00
	Skate rental	2.00	2.00
	Friday morning 2hrs (18 & up only)	5.00	5.00
	Weekend 1hr, 20 mins	4.00	4.00
DROP IN HOCKEY	Wed, Fri, Sun. 1 1/2 hrs	8.00	8.00
	Skate rental	2.00	2.00
WEIGHT ROOM	Daily	3.00	3.00
	Monthly	15.00	15.00
	Yearly	150.00	150.00
	Teams per month	85.00	85.00

FAIRGROUND RENTALS

HOUSE	Monthly	500.00	500.00
MERCHANTS BUILDING:		154.00	158.00
WINTER STORAGE:	Winter storage-Oct. 15-May 1	184.00	200.00
CANTEEN:	4 hr. Rate non-alcoholic day events	300.00	300.00
	alcoholic events	600.00	600.00
PAVILION		45.00	45.00
HORSE STALLS:	Monthly (per horse)	57.00	57.00
GROUNDS & BUILDINGS:	Per weekend	3,650.00	3,650.00
CAMPING RATES	per night	16.00	16.00
	youth groups using tents: $5.00 per night per tent		

PERE MARQUETTE PARKING

PER MONTH:		32.50	32.50
FEDERAL JURY PARKING - PER DAY:		2.50	2.50
BAYSHIRE STUDENTS	PER MONTH	N/A	25.00

PINCONNING PARK

DAY USE PERMITS:	Season - regular	12.00	15.00
	Season - senior	10.00	11.00
	Daily	2.00	3.00
	Daily Boat Launch Permit	4.00	4.00
	Annual Boat Launch Permit	30.00	30.00
RENTALS:	Gazebo (Bldgs.& Grnds.)-per day	37.00	40.00
	Pavilion (Bldgs.& Grnds.)-per day	53.00	56.00

CAMPGROUNDS: Prices below do not include vehicle permit.

Modern Site:		21.00	23.00
	One week	126.00	138.00
	One month	390.00	430.00
	Three months	750.00	825.00
	Five months	1,151.00	1,381.00
	Full year	1,750.00	2,100.00
Cabin	Per day	51.50	53.00
	Three day	118.00	125.00
	Seven day	220.00	250.00
Other	Septic Disposal	4.00	6.00
	1 day trailer storage	2.00	2.00
	1 month trailer storage	25.00	30.00
	Ice	N/A	1.75
	Firewood (Bundle)	N/A	4.75

REGISTER OF DEEDS			
COPY - PLATS OF RECORI	Each	1.00	1.00
MICROFILM IMAGE:	Each	1.00	1.00
CRIMINAL DEFENSE	Police Reports (per page)	0.10	0.10
PUBLIC DEFENDER	Police Reports (per page)	0.10	0.10
PROSECUTOR	Police Reports (per page)	0.50	0.50
	911 tapes	-	5.00
	Videos	-	5.00
	DVDs	-	5.00
PLANNING			
AERIAL PHOTOS:	8.5"x11" (labor included)	10.00	10.00

Years available: 1993, 1987, 1978, 1963

GIS-Prices for non-governmental agencies

SPECIALTY MAPS

A minimum cost of $25 for any GIS product from Bay County exists. Any total cost that exceeded $25, then the price will be that of the product. (Minimum charge does not apply to aerial photo copies only.

8.5"x11" Color	4.00	4.00
8.5"x11" Black & White	3.00	3.00
11"x17" Color	7.25	7.25
11"x17" Black & White	5.50	5.50
24"x24"	15.50+	15.50+
36"x36"	20.50++	20.50++
42"x42"	36.00+++	36.00+++

(+Printing on 24 inch roll paper. Min. charge of $10; for each inch over 24" in length, a charge of $0.25 will be added. ++ Printing on 36" roll paper. Min charge of $20, for each inch over 36" in length, a charge of $0.25 will be added. +++Printing on 42" roll paper. Min charge of $25, for each inch over over 42" in length, a charge of $0.25 will be added on)

LABOR		varies	varies
DATA		varies	varies
***Tax Parcels** (Not			
Parcel		0.75	0.75
County Wide	($27,033 if by parcel totals as	10,000.00	10,000.00
Street Centerline (With			
Local Unit		153.75	153.75
County Wide		2,562.50	2,562.50
Subdivision Plats			
Lot	(Includes all lot lines)	1.25	1.25
***Digital Aerial Photography (1993)**			
Local Unit		307.50	307.50
Entire County		2,050.00	2,050.00

***2005 Color Digital Orthophotography** (100' scale 6" pixel)

Tile (Tile is 2500'x2500')		30.75	30.75
Tile (4-150 Tiles)		25.50	25.50
Tile (151-500 Tiles)		20.50	20.50
Tile (501-1000 Tiles)		15.50	15.50
Tile (1001+ Tiles)		10.25	10.25
Bay City/Twp	Mr. Sid Mosaic	3,075.00	3,075.00
City of Auburn	Mr. Sid Mosaic	1,025.00	1,025.00
City of Pinconning	Mr. Sid Mosaic	1,025.00	1,025.00
City of Essexville	Mr. Sid Mosaic	1,025.00	1,025.00

*Digital Tax Parcel and Digital Aerial Photography sales require a data sharing agreement/non disclosure agreement to be signed

Other data may be available upon request. Prices to be determined.

SHERIFF DEPARTMENT

PBT TEST:	Each	5.50	5.50
DRUG TESTING FEE	Each	10.00	10.00
DRUG TESTING FEE	Contested	15.00	15.00
INCIDENT/ACCIDENT REPORTS:	1ST page	9.50	9.50
	Additional page	1.00	1.00
FINGERPRINTING:		17.00	17.00
PHOTO SALES:		3.00	3.00
EXPLOSIVE PERMIT:		16.00	16.00
CERTIFIED DOCUMENTS:		3.00	3.00
FALSE ALARM:		39.00	39.00
LAMINATING RECORDS:		2.50	2.50
RECORDS CHECK:		16.00	16.00
LINE UPS:	Defense	238.00	238.00
ENTER WARRANTS:	Other agency	12.75	12.75
DIVE WORK:	Per hour	81.00	81.00
HOUSING PRISONERS:	Sentenced Inmate housing per day	20.00	20.00
	Out of County prisoner/individual per day	49.00	49.00
	Federal per day	67.70	67.70
	State per day, 1st 90 days	45.00	45.00
	State per day, 91st day and	38.00	38.00

SOIL EROSION

RESIDENTIAL:			
Plan review	Up to one acre	56.00	59.00
Plan Revisions/Amdendments			
Permit fee	Up to one acre	32.00	32.00
Renewal of lapsed permit			
TRANSPORTATION FACILITIES:			
Railroads, airports, trails			
Plan review	Up to ½ mile	64.00	68.00
Permit fee	Up to ½ mile	218.00	230.00
Permit fee	Each add'l 1/2 mile or fraction thereof	196.00	207.00
UTILITIES:			
Pipelines, water mains, sewers:			
Plan review	Up to ½ mile	65.00	69.00
Permit fee	Up to ½ mile	218.00	230.00
Permit fee	Each add'l ½ mile or fraction thereof	110.00	117.00
Underground cables:			
Plan review	Up to ½ mile	65.00	69.00
Permit fee	Up to ½ mile	218.00	230.00
Permit fee	Each add'l ½ mile or fraction thereof	23.00	25.00
SUBDIVISIONS:			
Plat Development:			
Plan review	Up to 5 acres	65.00	69.00
Permit fee	Up to 5 acres	218.00	230.00
Permit fee	Each add'l acre or fraction thereof	110.00	117.00
Mobile Home Parks, Multiple Housing Units, and Condominiums:			
Plan review	Up to one acre	65.00	69.00
Permit fee	Up to one acre	380.00	401.00
Permit fee	Each add'l acre or fraction thereof	110.00	117.00
SERVICE FACILITIES:			
Schools, Churches			
Plan review	Up to one acre	65.00	69.00
Permit fee	Up to one acre	158.00	167.00
Permit fee	Each add'l acre or fraction thereof	54.00	57.00

COMMERCIAL BUILDINGS:
Restaurants, Gas Stations, Party Stores, Shopping Centers:

Plan review	Up to one acre	65.00	69.00
Permit fee	Up to one acre	380.00	401.00
Permit fee	Each add'l acre or fraction thereof	128.00	135.00

SEA WALLS & BOAT SLIPS:
Sea Walls:

Plan review	Up to 100 linear feet	65.00	69.00
Permit fee	Up to 100 linear feet	54.00	57.00
Permit fee	Each add'l 5 linear feet or fraction thereof	2.00	2.00

Boat Slips:

Plan review	Up to 100 linear feet	65.00	69.00
Permit fee	Up to 100 linear feet	54.00	57.00
Permit fee	Each add'l 5 linear feet or fraction thereof	2.00	2.00

Note: No additional charge for seawall if part of a boat slip–to a maximum of 300 linear feet.

RECREATIONAL FACILITIES:
Parks, Campgrounds, and Golf Courses:

Plan review	Up to one acre	65.00	69.00
Permit fee	Up to one acre	218.00	230.00
Permit fee	Each add'l acre or fraction thereof	110.00	117.00

WATER IMPOUNDMENTS:
Ponds:

Plan review	Up to one acre	65.00	69.00
Permit fee	Up to one acre	218.00	230.00
Permit fee	Each add'l acre or fraction thereof	56.00	59.00

EXCAVATION:
Oil Stripping/Top Soil Removal, Borrow Pits:

Plan review	Up to one acre	65.00	69.00
Permit fee	Up to one acre	273.00	288.00
Permit fee	Each add'l acre or fraction thereof	56.00	59.00

WATERCOURSES:
Ditches/Drains:

Plan review	Up to one mile	65.00	69.00
Permit fee	Up to one mile	196.00	207.00
Permit fee	Each add'l 1/2 mile or fraction thereof	66.00	70.00

TREASURER

NOTICE OF TAXES RTND.DLQ (MCLA 211.57)	5.00	5.00
NSF CHECK RETURN	20.00	20.00

CORPORATION COUNSEL

FOIA	Cost for copies per page	0.20	0.20

Plus cost of hourly wage rate, multiplied by time required, plus postage, with rates adjusted for actual cost of other media requested and available.

FINANCE

Invoices left unpaid after 30 days will incur a $25.00 late fee. A 1 1/2% (18% APR) interest penalty per month on unpaid balances will be charged.

HEALTH DEPARTMENT CLINIC FEES

FAMILY PLANNING

Preventive care, New age 5-11	103.00	100.00
Preventive care, New age 12-17	110.00	110.00
Preventive care, New age 18-39	110.00	110.00
Preventive care, New age 40-64	132.00	132.00
Preventive care, Est. age 5-11	87.00	85.00
Preventive care, Est, age 12-17	93.50	93.50
Preventive care, Est, age 18-39	93.50	93.50
Preventive care, Est, age 40-64	104.50	104.50
Office/Outpatient New Focused	31.00	30.00
Office/Outpatient New Expanded	47.00	45.00
Office/Outpatient New Detailed	62.00	60.00
Office/Outpatient Est. RN Eval	22.00	21.00
Office/Outpatient Est. Focused	32.00	31.00
Office/Outpatient Est. Expanded	42.00	41.00
Pap Smear	20.00	19.00
Hematocrit	9.00	8.00
Wet Mount	20.00	19.00
Doxycycline	9.00	8.00
Trichloracetic Acid	22.00	N/A
Flagyl-7 day supply	22.00	21.00
Condoms (12 per package)	5.00	4.00
Oral Contraceptives	21.00	20.00
Depo-Provera Injection	46.00	44.00
Nuva Ring	49.00	47.00
Ortho Evra Patch	32.00	31.00
Foam/Jelly/Cream	11.00	11.00
Terazol Cream	16.00	16.00
Blood Draw	10.00	9.00
Serum Pregnancy Test	30.00	30.00
Urine Pregnancy Test	16.00	15.50

Per Board Resolution 2010-21 all charges are based on cost plus 10% or the highest allowable reimbursement rate.

HEARING AND VISION PROGRAM

HEARING SCREENING:			16.00	16.00
VISION SCREENING			16.00	16.00

IMMUNIZATION/CONTAGIOUS DISEASE

TB SKIN TEST:			21.50	21.50
VACCINE ADMIN FEE	(includes oral/nasal routes)		14.25	14.25
Comvax			62.00	62.00
DT(Dip/Tet) Child up to 7 yrs.			30.00	30.00
DtaP			36.00	34.75
DtaP-IVP-HepB			N/A	82.00
Dtap-IVP (Kinrix)			80.00	80.00
Hepatitis A		Adult	83.00	83.00
		Child	42.00	42.00
Hepatitis B		Adult	72.00	72.00
		Child	35.00	35.00
Hepatitis A/B (Twinrix)			93.00	93.00
Herpes Simplex Virus			28.00	28.00
Hib			39.00	39.00
HPV			144.00	144.00
Influenza			25.00	25.00
Meningococcal MCV4	Meningitis		99.00	120.00
MMR			55.00	55.00
MMRV			129.00	129.00
Pediatrix			82.00	82.00
Pneumococcal Conjugate	PCV13		N/A	133.00
Pneumococcal PPC23			N/A	53.25
Pneumonia			39.00	39.00
Polio-IVP			37.00	37.00
Prevnar			83.00	83.00
Rotavirus			74.00	78.00
Varicella (Chick Pox)			87.00	95.00
Td			30.00	30.00
Tdap			N/A	38.75
Zostavax (Shingles)			176.00	176.00

NOTE: Per Board Resolution #05-177 all vaccine charges are based on cost plus 10% or the highest allowable reimbursement rate.

LABORATORY

BLOOD DRAW	10.00	10.00
CHLAMYDIA	35.00	35.00
CHOLESTEROL SCREEN	12.00	12.00
GLUCOSE SCREEN	12.00	12.00
GONORRHEA CULTURE	21.00	21.00
GONORRHEA SMEAR	16.00	16.00
HERPES SIMPLEX TYPE 2 TESTING	28.00	28.00
HEMOGLOBIN	9.00	9.00
LEAD TESTING	17.00	17.00
PATERNITY	16.00	16.00
RPR	13.00	13.00
SERUM PREGNANCY	21.00	30.00
URINE PREGNANCY	16.00	16.00
WET PREPS	20.00	20.00
POOL TESTING	19.00	19.00
E COLI TESTING	19.00	19.00
WELL WATERS	19.00	19.00

LAB DRUG TESTING

5 PANEL TEST	13.00	13.00
ALCOHOL	7.00	7.00
CONFIRMATION	31.00	31.00
ECSTASY	7.00	7.00

MEDICAL EXAMINER

AUTOPSY REPORT	40.00	40.00
CREMATION PERMIT	40.00	40.00
DISINTERMENT PERMIT	40.00	40.00

HIV-STD CLINIC

Health Screening Office Call	N/A	55.00

COURT ORDERED TESTING

Office Visit for Male Testing	164.00	191.00
Office Visit for Female Testing	230.00	250.00
Jail Visit for Male Testing	219.00	249.00
Jail Visit for Female Testing	250.00	305.00
DNA Blood Draw & Testing	103.00	103.00

NOTE: Per Board Resolution 2010-21 all charges are based on cost plus 10% or the highest allowable reimbursement rate.

ENVIRONMENTAL HEALTH FEES

INSPECTION-LATE FEES (VARIOUS PROGRAMS)

FOLLOW-UP INSPECTION FEE (VARIOUS PROGRAMS)		N/A	155.00
FOLLOW UP INSPECTION FEE* ENFORCEMENT POLICY		N/A	75.00
LATE FEE	Up to 30 days After License Deadline	50% of original fee	
	30 Days + Past Deadline	100% of original fee	

FOOD SERVICE LICENSE:

Administration Fee	Includes Permit Extension, Refunds, etc.	28.00	30.00
Type 1: Bar, with no food prep or pre-packaged low-hazard food		256.00	260.00
Type 2: Bar, with limited food prep, Kitchen Facilities		259.00	360.00
Type 3: Table Service & Bar with Food Preparation			
0 - 50 Occupancy		307.00	310.00
51 - 100 Occupancy		359.00	380.00
101 - 150 Occupancy		435.00	440.00
151+ Occupancy		527.00	530.00
Fixed Establishment All Occupancy - Not for Profit		149.00	160.00
LATE FEE	Up to 30 days After License Deadline	50% of original fee	
	30 Days + Past Deadline	100% of original fee	
CHANGE OF OWNERSHIP		256.00	260.00
FOLLOW-UP FOOD SERVICE INSPECTION FEE:		57.00	N/A
FOLLOW-UP INSPECTION FEE (VARIOUS PROGRAMS)		N/A	155.00
FOLLOW UP INSPECTION FEE* ENFORCEMENT POLICY		N/A	75.00
MOBILE FOOD SERVICE COMMISSARY LICENSE		185.00	190.00
SPECIAL TRANSITORY FOOD UNIT SERVICE LICENSE		147.00	147.00
TEMPORARY FOOD SERVICE LICENSE			
For Profit	With five days or more notification	57.00	60.00
	With less than five days notification	77.00	80.00
	Issued on Site	103.00	105.00
Not-For-Profit	With five days or more notification	41.00	45.00
	With less than five days notification	52.00	55.00
	Issued on Site	77.00	80.00
	SEASONAL	87.00	95.00
VENDING MACHINE LICENSE: per machine		31.00	40.00
FOOD SERVICE PLAN REVIEW FEE **Equipment Only**		77.00	85.00

FOOD SERVICE PLAN REVIEW FEE

Remodel of Existing, Licensed Facility			
	Type I Restaurant	256.00	260.00
	Type II Restaurant	359.00	360.00
	Type III Restaurant	359.00	360.00
	All Others	256.00	260.00
FOOD SERVICE PLAN REVIEW FEE			
New Construction			
	Type I Restaurant	563.00	565.00
	Type II Restaurant	768.00	775.00
	Type III Restaurant	768.00	775.00
	All Others	563.00	565.00
Resubmission of Plans or Modified Plans **AFTER** Plan		100% of original fee	
Site Inspection Fee (After Second Fee)		154.00	155.00
Fee if remodeling/construction is started before plans		100% of original fee	
SERVSAFE CLASS			
For Profit			
Class, Book and exam		150.00	150.00
Class and exam - has book		115.00	115.00
Exam only - No class time or book needed		50.00	50.00
Not For Profit			
Class, Book and exam		102.00	120.00
Class and exam - has book		85.00	85.00
Exam only - No class time or book needed		50.00	50.00
WATER/SEWAGE PROGRAMS			
CAMPGROUND & SWIMMING POOL INSPECTION:		105.00	110.00
SANITARY CODE BOARD OF APPEALS HEARING FEE		100.00	100.00
DHS FACILITY INSPECTIONS:			
SEWAGE AND/OR WATER	Partial inspection	120.00	125.00
	Full inspection	196.00	200.00
	Plan Review	82.00	95.00
SEWAGE AND WELL			
	Includes Permit Extension, Refunds, Etc.		
	Reinspection Fee	105.00	155.00
	Alternative OSDS Plan Review	210.00	210.00
	Alternative OSDS O & M Annual Fee	109.00	110.00
SITE EVALUATION FEE		132.00	140.00

ON SITE SEWAGE DISPOSAL PERMIT:		278.00	280.00
SEPTIC TANK REPLACEMENT:		184.00	185.00
SEWAGE INSTALLER INSTALLATION FEE		50.00	50.00
TYPE II WATER SUPPLY SAMPLING:		48.00	50.00
TYPE II WATER SUPPLY FOLLOW-UP SAMPLING:		48.00	50.00
WELL PERMITS:	Type III & private	263.00	265.00
	Type I & Type II	367.00	565.00
	Follow-up sampling	48.00	50.00
LOAN EVALUATION:	Sewage or well	210.00	215.00

ORDINANCE ENFORCEMENT

Ordinance #51 Bay County Pawn Broker License Payable Annually	125.00	200.00
Ordinance #52 Secondhand Dealer License Payable Annually	25.00	200.00
Scrap Dealer License Payable Annually	150.00	200.00

TATTOO-BODY ART PROGRAM

Tattoo Parlor Inspection Fee	200.00	210.00
Plan Review	200.00	200.00

THE FOLLOWING REPRESENTS PROPOSED CHANGES TO THE 2013 BUDGET, AS ORIGINALLY RECOMMENDED IN THE EXECUTIVE'S BUDGET ON 10/01/2012.

APPENDIX B

	GENERAL FUND	REVENUE CHANGES POSITIVE (NEGATIVE) IMPACT	EXPENDITURE CHANGES (POSITIVE) NEGATIVE IMPACT
	BOARD OF COMMISSIONERS:		
1	10110100-969.00 Decrease contributions to others expenditures line item		-25,000
	INFORMATION SYSTEMS DIVISION:		
2	10122800-96742 Decrease computer BSA software expense move to 5160 fund expen		-4,600
3	10122800-96742 Decrease computer software expense for Sheriff Dept In time software		-21,000
4	10122800-96742 Decrease computer software expense for Finance Dept Secure email software		-26,500
5	10122800- 93700 Decrease Hard/software repair and maintenance for prepaids expense		-12,383
7	10122800- 93700 Decrease Hard/software repair and maintenance reduce printer contingency		-10,000
8	10122800- 93700 Increase Hard/software repair and maintenance due to Cherrylan Increase		4,375
9	10122800- 96741 Increase contingency computer hardware expense to $5,000.		5,000
10	10122800- 96742 Increase contingency computer software expense to $5,000.		5,000
11	10122800- 96741 Decrease computer hardware expense purchase 25 monitors in 2012		-3,750
12	10122800- 96741 Decrease computer hardware expense purchase electron time clock In 2012		-11,500
13	10122800- 96742 Increase computer software expense for 1 MS Office		350
14	10122800- 96742 Decrease computer software expense for 1 MS Office purchase In 2012		-350
	INFORMATION SYSTEMS TECHNOLOGY:		
15	10122801-82000 Remove membership & dues expenses (Since 2008 no activity)		-1,499
16	10122801-86100 Remove conference expenses (Since 2008 no activity)		-200
17	10122801-86500 Remove state travel expenses (Since 2008 no activity)		-2,000
	CIRCUIT COURT		
18	10113100-96999 Eliminate budget target reduction for Circuit Court		6,500
	INDIGENT ATTORNEY		
19	10127301 815xx Increaser. the contractual Indigent Attorney expenditures (outside Counsel)		63,985
	FRIEND OF THE COURT		
20	10114100-96999 Eliminate budget target reduction for Friend of Court		12,350
	DISTRICT COURT		
21	10113600-75100 Decrease computer supplies expense budget adjustment rolled forward		-2,750
22	10113600-80100 Decrease professional services expense budget adjustment rolled forward		-6,500
23	10113600-85300 Decrease law enforcement information network expense		-4,740
24	10113600-93700 Decrease hardware/software maintenance expense budget adj. rolled forward		-5,891
25	10113600-96999 Eliminate budget target reduction for District Court		11,500
	DISTRICT COURT OWI TREATMENT GRANT		
26	10113701-60100 Decrease Court ordered payments, not collecting as much as budget	-15,000	
	JURY/JUDICIAL COUNCIL		
27	10114100-93700 Decrease hard/software repair & maintenance expense		-1,500
28	10114100-82500 decrease jury fees expense		-21,509
	PROBATE COURT		
29	10114800-72700 Decrease office supplies expense		-3,000
30	10114800-72800 Decrease printing & binding expenses		-1,000
31	10114800-73301 Decrease copy/fx supplies expenses		-700
32	10114800-73400 Decrease court reporter supplies expenses		-800
33	10114800-74100 Decrease licenses expense		-200
34	10114800-74301 Decrease uniforms expenses		-250
35	10114800-75100 Decrease computer supplies expense		-500
36	10114800-76000 Decrease medical supplies expense		-400
37	10114800-80201 Decrease outside psychological services expense		-800
38	10114800-81100 Decrease photo & microfilm/fiche services expense		-1,000
39	10114800-90000 Decrease printing/publishing/advertising expense		-100
40	10114800-96999 Eliminate budget target reduction for Probate Court		9,000

THE FOLLOWING REPRESENTS PROPOSED CHANGES TO THE 2013 BUDGET, AS ORIGINALLY RECOMMENDED IN THE EXECUTIVE'S BUDGET ON 10/01/2012.

APPENDIX B

	GENERAL FUND	REVENUE CHANGES POSITIVE (NEGATIVE) IMPACT	EXPENDITURE CHANGES (POSITIVE) NEGATIVE IMPACT
	RISK MANAGEMENT		
41	10185100 95506 Decrease self insurance retention - claims expense		-100,000
42	10185100 96502 Decrease self insurance retention - expense		-100,000
	TREASURER OFFICE		
43	10125300-93700 Decrease computer hardware & software expense items paid by ISD		-7,000
44	10125300-47800 Increase Dog Lic.revenue for Treasurers Office due to Census Worker	11,300	
45	10125300-69900 Return to General Fund excess Transfers out (Vets receive millage)	26,945	
	PAYROLL, RETIREMENT, INSURANCE		
46	10120200-70600 Reduce overtime expense		-8,000
47	10127000-83500 Decrease health services expense		-10,000
	ACCOUNTING DEPARTMENT		
48	10119100- 70600 Overtime reduce overtime expense		-2,498
	ADMINISTRATIVE SERVICES		
49	10127200- 81900 Reduce consultants expense		-20,000
	EQUALIZATION DEPARTMENT		
50	10125700- 81300 Decrease data process services expense		-10,250
	SHERIFF DEPARTMENT		
51	10131500-98100 Decrease 2013 Vehicles expense, 2012 dollars will rolled into 2013		-72,000
52	10130100-93700 Decrease computer hardware & software expense items paid by 911		-30,414
53	10131500-80200 Decrease Contractual Services rolled over from 2010 budget		-6,110
54	10131500-96751 Decrease vehicle equipment expense rolled over from 2010 budget		-19,295
55	10131902- Eliminate Drive Safely Grant (Net cost to General Fund)		-11
56	10131902- Eliminate Youth Alcohol Grant (Net cost to General Fund)		-81
	MARINE LAW ENFORCEMENT GRANT		
57	10133100-69600 Decrease Insurance recoveries revenue	-2,620	
58	10133100-93100 Decrease equipment repair and maintenance expenses		-3,620
	TRANSPORTATION AND PLANNING		
59	10172181-50100 Increase federal grant revenue	7,367	
60	10172181-80200 Increase contractual services		9,000
	PINCONNING PARK		
61	10176300-96711 Decrease Land Improvement exp. rolled in from 2012 budget adjustm		-10,000
62	10176300-98500 Increase audio / visual expense for security cameras		7,000
63	10176300-67500 Increase Contributions-private sources from MMR for security camera	1,500	
64	10176300-80200 Decrease contractual services expense		-7,000
	FAIRGROUNDS		
65	10176000-85200 Remove pay phones at the Fair Grounds		-1,800
66	10176000-97500 Increase bldg additions & improvements to re-roof canteen		16,000
67	10176000-67502 Increase contribution revenue for match from Fair Bd for canteen's re-	6,000	
	BUILDINGS & GROUNDS:		
68	10126500-96720 Decrease bldg additions & improvement carpet replacement		-13,000
69	10126500-96720 Increase bldg additions & improvement for (1) section of roof at Health Dept		5,000
70	10126500-96720 Increase bldg additions & improvement for preventive maintenance LEC chillers		4,000
71	10126500-96720 Increase bldg additions & improvement for new fire alarm system at Health Dept.		8,000

THE FOLLOWING REPRESENTS PROPOSED CHANGES TO THE 2013 BUDGET, AS ORIGINALLY RECOMMENDED IN THE EXECUTIVE'S BUDGET ON 10/01/2012.

APPENDIX B

	GENERAL FUND	REVENUE CHANGES POSITIVE (NEGATIVE) IMPACT	EXPENDITURE CHANGES (POSITIVE) NEGATIVE IMPACT
	CLERK'S OFFICE		
72	10121500-Payroll expense decreased, Clerk moved to EO12 was EO11		-3,164
73	10121500-Payroll expense decreased, Deputy Clerk moved to ED13 was ED14		-2,398
	PURCHASING DEPARTMENT		
74	10123300-Increase office supply expense		100
	CIVIC/ICE ARENA		
75	10176201-80100 Decrease professional services expenses		-6,000
76	10176200-98500 Increase audio / visual expense for security cameras		13,100
77	10176200-67500 Increase Contributions-private sources from MMR for security camera	2,000	
78	10176201-93100 Decrease equipment repair & maintenance expense rolled over 2011 B.A.		-915
	ANIMAL CONTROL		
79	10143000-93700 Increase software & hardware expenses for use of 4 air cards for MDC		640
	TRANSFERS OUT FROM GENERAL FUND		
80	10160100-99900 Decrease transf. Out to Health Department		-63,897
81	10166203-99900 Decrease transf. Out to Child Care Fund - Juvenile Home		-16,257
82	10167001-99900 Decrease transf. Out to Michigan Dept. Human Services Board		-7,400
83	10167000-99900 Decrease transf. Out to Michigan Dept. Human Services Bay		-8,600
84	10136400-99900 Decrease transf. Out to Community Corrections Fund		-5,735
	TRSF IN-OTHER FUND		
85	10167000-69900 Increase transf. In-Other Fd-Social Welfare Fund		-30,000
86	Decrease 7.5% prescription pay out,new rates after Exec.budget presented for G.Fund		-231,000
87	Decrease payroll health insurance,new rates after Exec.budget presented for G. Fund		-308,817
	SUMMARY:		
	Total Revenue Changes-Positive (Negative)	37,492	
	Total Expenditure Changes-(Positive) Negative		-1,094,784
	Total proposed changes	37,492	-1,094,784
	Revenues and Expenditures in the Executive proposed budget	33,638,094	33,638,094
	Revenue/Expenditure with above changes (except addition to fund balance)	33,675,586	32,543,310
	Unreserved , undesignated Fund Bal. Included in Executive Recom. Budget	1,039,959	
	Increase(decrease) use of Unreserved, undesigned Fund Bal. in Commiss.Budget	-1,132,276	
	Total use of (addition to) General Fund Balance	-92,317	
	OTHER FUNDS:		
	FRIEND OF THE COURT FUND		
	Decrease payroll health insurance,new rates after Exec.budget presented		-3,450
	Decrease 7.5% prescription pay out,new rates after Exec.budget presented		-2,000
	21514300-40003 Decrease use of Fund Balance	5,450	
	HEALTH FUND		
	22160100-69901 Decrease Transf. In from General Fund	-63,897	
	22160100-40003 Increase use of Fund Balance	-156,449	
	Decrease payroll health insurance,new rates after Exec.budget presented		-36,897

THE FOLLOWING REPRESENTS PROPOSED CHANGES TO THE 2013 BUDGET, AS ORIGINALLY RECOMMENDED IN THE EXECUTIVE'S BUDGET ON 10/01/2012.

APPENDIX B

GENERAL FUND	REVENUE CHANGES POSITIVE (NEGATIVE) IMPACT	EXPENDITURE CHANGES (POSITIVE) NEGATIVE IMPACT
Decrease 7.5% prescription pay out,new rates after Exec.budget presented		-27,000
Munis payroll errors in Executive budget and Departments' corrections	13,445	-169,894
GYPSY MOTH FUND		
Decrease payroll health insurance,new rates after Exec.budget presented		-1,103
Decrease 7.5% prescription pay out,new rates after Exec.budget presented		-1,000
23828600-40003 Decrease use of Fund Balance	2,103	
MOSQUITO CONTROL FUND		
Decrease payroll health insurance,new rates after Exec.budget presented		-5,898
Decrease 7.5% prescription pay out,new rates after Exec.budget presented		-6,000
24062000-40003 Decrease use of Fund Balance	11,898	
CENTRAL DISPATCH FUND		
Decrease payroll health insurance,new rates after Exec.budget presented		-25,465
Decrease 7.5% prescription pay out,new rates after Exec.budget presented		-21,000
26132500-96720 Increase bldg additions & improvements revamp controls on Aaon unit		8,025
26132500-40003 Decrease use of Fund Balance	38,440	
HOMELAND SECURITY GRANT FUND		
Homeland Security budgets rolled over in Executive budget incorrectly	-3,502,613	3,502,613
28241015-Payroll decrease due to grant end 4/2013, elimimate FT Solution Planner PB04		-40,104
28241015-Payroll decrease due to grant end 4/2013, elimimate PT Typist Clerk II position		-9,056
28241015-Payroll decrease due to grant end 4/2013, elimimate PT Staff Acct BT06	(see 2013 Personnel Changes)	
Munis payroll error in Executive budget		1,385
28241015-Decrease grant revenue Exec.budgeted at full amt.(Dollars spend in 2012)	-47,775	
SOLDIERS & SAILORS RELIEF FUND		
29368401-75000 Increase gasoline expense for Veterans van program		11,400
29368900-84500 Increase emergency relief expense for Soldiers & Sailors program		18,450
29368401-98100 Decrease vehicle expense amount rolled over from 2012		-35,000
29368900-99900 Return to General Fund excess Transfers In (Vets receive millage)		26,945
29368900- 40003 Increase use of fund balance	-21,795	
DIVISION ON AGING FUND		
Decrease payroll health insurance,new rates after Exec.budget presented		-17,678
Decrease 7.5% prescription pay out,new rates after Exec.budget presented		-16,000
27667200-Increase DOA revenues & expenses (.30 millage levy) - upgrade Senior Ctr.	841,423	-841,423
27667200-40003 Decrease use of Fund Balance	33,678	
HOME REHABILITATION FUND		
Decrease payroll health insurance,new rates after Exec.budget presented		-138
27769000-70400 Decrease wages FT rolled over in Exec budget		-3,458
27769000-72800 Decrease printing & binding expense		-69
27769000-72900 Decrease postage expense		-50
27769000-85200 Decrease telephone expense		-70
27769000-86100 Decrease conference fees expense		-299
27769000-86500 Decrease state travel mileage expense		-150
27769000-86600 Decrease local mileage expense		-250
27769000-90000 Decrease printing/publishing/advertising expense		-390
27769000-94601 Decrease equipment rental - copy machine expense		-128
27769000-95800 Decrease licenses & permits expense		-80
27769000-96000 Decrease education & training expense		-500
27769000-Payroll decrease due to grant funding, elimimate PT Typist Clerk II position		-2,809
27769000-40003 Decrease use of fund balance	8,391	
27769001-80100 Decrease professional services expenses		-10,731
27769001-40003 Decrease use of fund balance	10,731	

THE FOLLOWING REPRESENTS PROPOSED CHANGES TO THE 2013 BUDGET, AS ORIGINALLY RECOMMENDED IN THE EXECUTIVE'S BUDGET ON 10/01/2012.

APPENDIX B

GENERAL FUND	REVENUE CHANGES POSITIVE (NEGATIVE) IMPACT	EXPENDITURE CHANGES (POSITIVE) NEGATIVE IMPACT
SOCIAL WELFARE FUND		
29067001-69901 Decrease Transfers in from General Fd. For Social Welfare Fund		7,400
29067001-40003 Increase use of Fund Balance	-7,400	
CHILD CARE/SOCIAL SERVICES		
29216700-69901 Decrease Transfers in from General Fd. For Child Care Social Serv.Fd.		8,600
29216700-40003 Increase use of Fund Balance	-8,600	
Decrease payroll health insurance,new rates after Exec.budget presented		-18,514
Decrease 7.5% prescription pay out,new rates after Exec.budget presented		-14,000
29266203-68300 Increase reimbursement from countys revenue	-16,257	
29266203-69901 Decrease Transfers in from General Fd. For Child Care	-16,257	
GOLF COURSE FUND		
50975601- Decrease payroll Snack Shop-Pooled positions		-2,745
50975602- Decrease payroll Club House-Pooled positions		-1,647
50975602- Decrease payroll Starter Rangers-Pooled positions		-3,844
50975600- Decrease payroll Equipment Operator-Pooled positions		-3,791
50975602- Decrease payroll eliminate rolled over position		-1,002
Decrease payroll health insurance,new rates after Exec.budget presented		-3,474
Decrease 7.5% prescription pay out,new rates after Exec.budget presented		-3,000
50975600-98500 Increase audio / visual expense for security cameras		13,100
50975600-67500 Increase Contributions-private sources from MMR - security cameras	2,000	
50975600-40002 Decrease use of Unrestricted net assets	8,403	
MEDICAL CARE FACILITY		
Increase in property taxes revenue due to millage increase from .50 to .75		700,667
51267100-95504 Increase other operating expenses	700,667	
100% TAX PAYMENT FUND		
Decrease payroll health insurance,new rates after Exec.budget presented		-2,210
51625301-96742 Increase computer software expenses for BSA software		4,600
51625300-40002 Increase use of Unrestricted net assets	-2,390	
HOUSING FUND		
Decrease payroll health insurance,new rates after Exec.budget presented		-4,835
Decrease 7.5% prescription pay out,new rates after Exec.budget presented		-3,000
53502806-40002 Decrease use of Unrestricted net assets	7,835	
COMMUNITY CORRECTIONS FUND		
27436400-69901 Decrease transfer in from General Fund		5,735
27436400-40003 Increase use of fund balance	-3,010	
Decrease payroll health insurance,new rates after Exec.budget presented		-1,725
Decrease 7.5% prescription pay out,new rates after Exec.budget presented		-1,000
SELF INSURANCE FUND-WORKERS COMPENSATION		
67787200-40004 Decrease use of net assets reserves	345	
Decrease payroll health insurance,new rates after Exec.budget presented		-345
RETIREMENT SYSTEM FUND		
73127400-40004 Increase use of net assets reserves	-14,620	
73127400-98001 Increase computer software expense purchase data collection software		16,000
Decrease payroll health insurance,new rates after Exec.budget presented		-1,380

FY 2013 BUDGET REQUESTS - CAPITAL ITEMS

NUMERIC BY DEPARTMENT ORG NUMBER

GENERAL FUND

ORG	OBJ	DESCRIPTION	DEPARTMENT	FINANCE	EXECUTIVE	COMMISSION	NARRATIVE
PROBATE COURT							
10114800	72702	BOOK SUPPLIES		3,000	3,000	3,000	Moved from 96770 (Old object code)
10114800	96770	BOOKS EXPENSE	3,000				Law book updates to Books:72702
INFORMATION SYSTEMS							
10122800	96720	BLDGS/BLDG ADD & IMPROVE	4,000	4,000	4,000	4,000	Add'l air conditioner unit
10122800	96741	COMPUTER HARDWARE EXPENSE	244,600	161,100	168,100	157,850	+See ISD attachment for detail
10122800	96742	COMPUTER SOFTWARE EXP	88,610	88,610	88,610	41,510	+See ISD attachment for detail
10122800	98100	VEHICLES	14,000	14,000	14,000	14,000	Replace vehicle with used van
BUILDINGS AND GROUNDS							
10126500	96720	BLDGS/BLDG ADD & IMPROVE EXF	-	20,000	20,000	7,000	Carpet replacement
10126500	96720	BLDGS/BLDG ADD & IMPROVE EXF	-	-	-	5,000	Replace (1) sect Health roof ea yr
10126500	96720	BLDGS/BLDG ADD & IMPROVE EXF	-	-	-	4,000	Preventative LEC chiller maint
10126500	96720	BLDGS/BLDG ADD & IMPROVE EXF	-	-	-	8,000	Replace fire alarm sys Health Dept
BLDG AUTH-MH GRP HOME, PARKER							
10127903	96720	BLDGS/BLDG ADD & IMPROVE EXF	1,000	1,000	1,000	1,000	All AFCH budgets s/b same
BLDG AUTH-MH GRP HOME, ZIELINSKI							
10127909	97500	BLDGS, BLDG ADD & IMPROV	1,000	1,000	1,000	1,000	All AFCH budgets s/b same
BLDG AUTH-MH GRP HOME, BANGOR							
10127910	97101	LAND IMPROVEMENTS	1,000	1,000	1,000	1,000	All AFCH budgets s/b same
BLDG AUTH-MH GRP HOME, FISHER							
10127911	96720	BLDGS/BLDG ADD & IMPROVE EXF	1,000	1,000	1,000	1,000	All AFCH budgets s/b same
BLDG AUTH-MH GRP HOME, HICKORY							
10127912	96720	BLDGS/BLDG ADD & IMPROVE EXF	1,000	1,000	1,000	1,000	All AFCH budgets s/b same
BLDG AUTH-MH GRP HOME, ALMONT 2							
10127922	96720	BLDGS/BLDG ADD & IMPROVE EXF	1,000	1,000	1,000	1,000	All AFCH budgets s/b same
SHERIFF DEPARTMENT							
10130100	72702	BOOK SUPPLIES		408	408	408	Moved from 96770 (Old object code)
10130100	93300	BLDG REPAIR & MAINTENANCE	-	-	35,000	35,000	Maintain due to age of bldg & equipment
10130100	96730	MACHINERY & EQUIPMENT EXPEN	14,845	14,845	14,845	14,845	Maint repairs due to age of equipment
10130100	96740	OFFICE EQUIP.& FURN. EXPENSE	1,292	1,292	1,292	1,292	Replace 24/7 chairs, blg&tall x 4 @ $323 ea.
10130100	96751	VEHICLE EQUIPMENT EXPENSE	450	450	450	450	Maint equipment repairs of transport vehicles
10130100	96760	AUDIO / VISUAL EXPENSE	3,000	3,000	3,000	3,000	Maintain (2) cameras & light domes
10130100	96770	BOOKS EXPENSE	408				LE & Polk directory:S/B to Books:72702
10130100	97500	BLDGS, BLDG ADDITIONS & IMPRC	35,000	35,000	-	-	Moved to 93300-
SECONDARY ROAD PATROL							
10131500	72702	BOOK SUPPLIES		408	408	408	Moved from 96770 (Old object code)
10131500	96730	MACHINERY & EQUIPMENT EXPEN	1,500	1,500	1,500	1,500	Maintain for lettering/logo on vehicles
10131500	96751	VEHICLE EQUIPMENT EXPENSE	30,055	30,055	30,055	10,760	Maint strip/install new equip to new vehicles
10131500	96770	BOOKS EXPENSE	408				LE & Polk directory:S/B to Books:72702
10131500	98100	VEHICLES	72,000	72,000	72,000	-	State bid: x3 patrol vehicles @$24M

ORG	OBJ	DESCRIPTION	DEPARTMENT	FINANCE	EXECUTIVE	COMMISSION	NARRATIVE
2ND RD PATROL-BANGOR TWP.							
10131503	96730	MACHINERY & EQUIPMENT EXPEN	400	400	400	400	Maintain equipment - stop sticks @ $250 x 2
SECONDARY ROAD PATROL GRANT							
10131600	96730	MACHINERY & EQUIPMENT EXPEN	600	600	600	600	Maint strip/install equip to new vehicles
10131600	96751	VEHICLE EQUIPMENT EXPENSE	2,000	2,000	2,000	2,000	Maint strip/install new equip to new vehicles
10131600	98100	VEHICLES	24,000	24,000	24,000	24,000	Inc amount per State vehicle bid
ROAD PATROL GRANT OCT-DEC							
10131681	96751	VEHICLE EQUIPMENT EXPENSE	3,050	3,050	3,050	3,050	Maint strip/install new equip to new vehicles
FAIRGROUNDS							
10176200	98500	AUDIO/VISUAL	-	-	-	16,000	Security camera system
CIVIC/ICE ARENA							
10176200	96720	BLDGS/BLDG ADD & IMPROVE EXP	-	4,500	4,500	4,500	Electronic time clocks
10176200	98500	AUDIO/VISUAL	-	-	-	13,100	Security camera system
PINCONNING PARK							
10176300	96711	LAND IMPROVEMENT EXPENSE	10,000	10,000	10,000	-	No narrative
10176300	96720	BLDGS/BLDG ADD & IMPROVE EXP	2,000	2,000	2,000	2,000	Install privacy wall(s)
10176300	97101	LAND IMPROVEMENTS	200,730	125,000	125,000	125,000	Grant - Improvements
10176300	98500	AUDIO/VISUAL	-	-	-	7,000	Security camera system
		SUB-TOTAL GEN FUND	761,948	627,218	634,218	515,673	
Various Depts		Less 72702-Book Supplies		(3,816)	(3,816)	(3,816)	
Sheriff OBJrelass		Less 93300-Bldg Repair & Maint			(35,000)	(35,000)	
		GRAND TOTAL	761,948	623,402	595,402	476,857	

FY 2013 BUDGET REQUESTS - CAPITAL ITEMS

SPECIAL REVENUE FUNDS

ORG	OBJ	DESCRIPTION	DEPARTMENT	FINANCE	EXECUTIVE	COMMISSION	NARRATIVE
HEALTH DEPT.-ADMINISTRATION							
22160100	96740	OFFICE EQUIP.& FURN. EXPENSE	3,500	3,500	3,500	-	No narrative provided
22160100	96741	COMPUTER HARDWARE EXPENSE	450	3,200	3,200	3,200	See ISD attachment for detail
22160100	96742	COMPUTER SOFTWARE EXPENSE	-	520	520	520	See ISD attachment for detail
22160100	97500	BLDG ADD/IMPROVE	-	-	-	5,000	Access door realignment/construction
CSHC-CHILD SPECIAL HEALTH CARE							
22160300	96742	COMPUTER SOFTWARE EXP	200	-	-	-	No narrative provided
CSHC-CHILD SPECIAL HLTH OCT-DEC							
22160381	96741	COMPUTER HARDWARE EXPENSE	-	1,400	1,400	1,400	See ISD attachment for detail
22160381	96742	COMPUTER SOFTWARE EXP	350	260	260	260	See ISD attachment for detail
CONTAGIOUS DISEASE							
22160500	96741	COMPUTER HARDWARE EXP	500	500	500	500	No narrative provided
BIOTERRORISM PREPAREDNESS							
22160501	96741	COMPUTER HARDWARE EXPENSE	100	-	-	-	No narrative provided
MATERNAL/INFANT SUPPORT SERVICE							
22161103	96742	COMPUTER SOFTWARE EXPENSE	350	350	350	350	No narrative provided
IMMUNIZATIONS							
22161106	96741	COMPUTER HARDWARE EXPENSE	300	3,400	3,400	2,800	+See ISD attachment for detail
22161106	96742	COMPUTER SOFTWARE EXPENSE	-	520	520	520	+See ISD attachment for detail
22161106	98000	OFFICE EQUIP/FURNITURE	-	-	-	8,500	Reconfigure patient intake area
LABORATORY							
22161400	96741	COMPUTER HARDWARE EXPENSE	-	900	900	900	See ISD attachment for detail
22161400	67742	COMPUTER SOFTWARE EXPENSE	-	260	260	260	See ISD attachment for detail
ENVIRONMENTAL HEALTH							
22161500	96741	COMPUTER HARDWARE EXPENSE	-	5,500	5,500	5,500	See ISD attachment for detail
22161500	96742	COMPUTER SOFTWARE EXP	825	260	260	260	See ISD attachment for detail
HEALTH BEACH MODELING GRANT							
22161503	96741	COMPUTER HARDWARE EXPENSE	2	2	2	-	No narrative provided
22161503	96742	COMPUTER SOFTWARE EXP	37	37	37	-	No narrative provided
22161503	97900	MACHINERY AND EQUIPMENT	31,564	31,564	31,564	-	No narrative provided
GREAT LAKES RESTORATION GT CY2							
22161505	96741	COMPUTER HARDWARE EXPENSE	2,250	2,250	2,250	-	No narrative provided
22161505	96742	COMPUTER SOFTWARE EXP	375	375	375	-	No narrative provided
22161505	97900	MACHINERY AND EQUIPMENT	3,598	3,598	3,598	-	No narrative provided
GLRI PREDICTIVE MODEL GRANT							
22161506	96741	COMPUTER HARDWARE EXPENSE	3,500	3,500	3,500	-	No narrative provided
22161506	96742	COMPUTER SOFTWARE EXP	1,500	1,500	1,500	-	No narrative provided
22161506	97900	MACHINERY AND EQUIPMENT	2,224	2,224	2,224	-	No narrative provided
FAMILY PLANNING - OCT-DEC							
22161681	96741	COMPUTER HARDWARE EXPENSE	300	1,400	1,400	1,400	See ISD attachment for detail
22161681	96742	COMPUTER SOFTWARE EXPENSE	-	260	260	260	See ISD attachment for detail

ORG	OBJ	DESCRIPTION	DEPARTMENT	FINANCE	EXECUTIVE	COMMISSION	NARRATIVE
WOMEN, INFANTS, & CHILDREN							
22161800	96740	OFFICE EQUIPMENT & FURNITURE	7,000	7,000	7,000	-	No narrative provided
22161800	96742	COMPUTER SOFTWARE EXP	1,000	-	-	-	No narrative provided
WOMEN, INFANTS, & CHILDREN OCT-DEC							
22161883	96740	OFFICE EQUIPMENT & FURNITURE	7,000	7,000	7,000	3,825	Client Ed workstations, chairs
22161883	96741	COMPUTER HARDWARE EXPENSE	-	1,400	1,400	1,400	+See ISD attachment for detail
22161883	96742	COMPUTER SOFTWARE EXP	1,000	260	260	260	+See ISD attachment for detail
MOSQUITO CONTROL							
24062000	96741	COMPUTER HARDWARE EXPENSE	4,500	-	-	-	See ISD attachment for detail:Time clocks
24062000	96761	RADIO EQUIPMENT EXPENSE	45,000	-	-	-	Mandatory FCC narrowbanding requirements: updating repeater and radios
REGISTER OF DEEDS							
25626800	96740	OFFICE EQUIP & FURNITURE	1,200	1,200	1,200	1,200	No narrative provided
911 CENTRAL DISPATCH							
26132500	96720	BLDGS/BLDG ADD & IMPROVE EXP	-	-	-	8,025	Revamp obsolete Aaon unit controls
26132500	96740	OFFICE EQUIP.& FURN. EXPENSE	4,900	49,000	49,000	49,000	No narrative provided
26132500	96741	COMPUTER HARDWARE EXPENSE	113,000	201,000	201,000	201,000	MDT's PC and Toughbook rotation. See ISD attachment for $88,000 Increase detail.
26132500	96742	COMPUTER SOFTWARE EXP	13,000	13,000	13,000	13,000	Quality Assurance program-MS Sharepoint
26132500	96761	RADIO EQUIPMENT EXPENSE	25,000	25,000	25,000	25,000	Inc radio cache of 800MHZ portables
26132500	97500	BLDGS, BLDG ADD & IMPROV	69,800	69,800	69,800	69,800	Replace HPL, VDT, existing floor panels
26132500	97900	MACHINERY AND EQUIPMENT	50,000	50,000	50,000	50,000	No narrative provided
26132500	98001	COMPUTER SOFTWARE	25,000	25,000	25,000	25,000	No narrative provided
26132500	98002	COMPUTER HARDWARE	40,794	40,794	40,794	40,794	No narrative provided
26132500	98500	AUDIO/VISUAL	46,000	46,000	46,000	46,000	Two radios to complete ongoing project
26132500	98501	RADIO EQUIPMENT	75,000	75,000	75,000	75,000	No narrative provided
B.A.Y.A.N.E.T.							
26513120	96730	MACHINERY & EQUIPMENT EXPEN	20,000	3,000	3,000	3,000	No narrative provided
26513120	96740	OFFICE EQUIPMENT & FURNITURE	10,000	-	-	-	No narrative provided
DIV. ON AGING - PERSONAL CARE - PRIVATE PAY							
27661700	72702	BOOK SUPPLIES		50	50	50	Moved from 96770 (Old object code)
27661700	96770	BOOKS EXPENSE	50				S/B moved to Books:72702
DIV. ON AGING - ADMINISTRATION							
27667200	96740	OFFICE EQUIP.& FURN. EXPENSE	500	500	500	500	No narrative provided
27667200	96741	COMPUTER HARDWARE EXPENSE	4,500	4,500	4,500	4,500	See ISD attachment provided
27667200	96742	COMPUTER SOFTWARE EXP	700	635	635	635	See ISD attachment provided
27667200	98100	VEHICLES	-	-	-	20,000	New meal delivery truck purchase
DIV. ON AGING - FED C1-CONGREGATE OCT-DEC							
27667236	96730	MACHINERY & EQUIPMENT	-	-	-	4,000	New dining center equipment
DIV. ON AGING - HOME DELIVERED MEALS OCT-DEC							
27667238	96730	MACHINERY & EQUIPMENT	-	-	-	6,000	New dining center equipment
DIV. ON AGING - 2013 SPECIAL PROJECT							
27667250	97500	BLDGS, BLDG ADD/IMPROVEMENT	-	-	-	505,939	New dining center construction
INSTIT. CARE - DET. FAC (JUV HOME)							
29266203	96730	MACHINERY & EQUIPMENT	379	379	379	379	Resident misc. equipment

ORG	OBJ	DESCRIPTION	DEPARTMENT	FINANCE	EXECUTIVE	COMMISSION	NARRATIVE
SOLDIERS' RELIEF FUND - VETERANS VAN PROGRAM							
29368401	98100	VEHICLES	-	35,000	35,000	-	Van purchased in 2012
		SUB-TOTAL SPECIAL REV	617,248	722,798	722,798	1,185,937	
DOA - Reclass		Less 72702-Book Supplies		(50)	(50)	(50)	
		GRAND TOTAL	617,248	722,748	722,748	1,185,887	

FY 2013 BUDGET REQUESTS - CAPITAL ITEMS

ENTERPRISE/INTERNAL SERVICE/TRUST FUNDS

ORG	OBJ	DESCRIPTION	DEPARTMENT	FINANCE	EXECUTIVE	COMMISSION	NARRATIVE
GOLF COURSE							
50975600	96730	MACHINER & EQUIPMENT EXPENS	2,450	2,450	2,450	2,450	No narrative provided
50975600	98500	AUDIO/VISUAL	-	-	-	13,100	Security camera system
TAX COLLECT. ADMIN.							
51625301	69742	COMPUTER HARDWARE EXP	-	-	-	4,600	See ISD attachment provided
HOUSING FUND							
53504190	96730	MACHINER & EQUIPMENT EXPENS	1,000	1,000	1,000	1,000	No narrative provided
53504190	96741	COMPUTER HARDWARE EXPENSE	100	1,800	1,800	1,800	See ISD attachment provided
53504430	96711	LAND IMPROVEMENT EXPENSE	10,000	10,000	10,000	10,000	No narrative provided
53504430	96730	MACHINER & EQUIPMENT EXPENS	5,000	5,000	5,000	5,000	No narrative provided
67718590 SELF INSURANCE WELLNESS PROGRAM							
67718590	96730	MACHINERY & EQUIPMENT	1,550	1,550	1,550	1,550	Misc program support equipment
RETIREMENT BOARD							
73127400	98001	COMPUTER SOFTWARE EXP	-	-	-	16,000	Data collection software
		GRAND TOTAL ENT/INT SERV/TRUSTS	20,100	21,800	21,800	55,500	

2013 ISD Computer Hardware/Software/Maintenance
Budget Prep Detail

Line Item	Description	Proposed Budget	Comments:
93700	**Software/Hardware Repair and Maintenance**		
	Annual maintenance contracts	263,340	
	Total line item 96720	**$ 263,340**	**See breakout detail for software & hardware - Page 2
96741	**Computer Hardware Expense**		
	ISD Recommendations: New PCs	95,400	106 total
	Contingency	5,000	
	Department Requests	57,450	See detail: ISD General Fund - Department Request
	Sub-total:General Fund	$ 157,850	
	Millage Funds	$ 224,500	See detail: ISD Millage/Grants - Department Request
	Total line item 96741	**$ 382,350**	
96742	**Computer Software Expense**		
	MS Office Standard	27,560	$260 ea, for replacement PCs
	Contingency	5,000	
	Department Requests	8,950	See detail: ISD General Fund - Department Request
	Sub-total:General Fund	$ 41,510	
	Millage Funds	$ 36,575	See detail: ISD Millage/Grants - Department Request
	Total line item 96742	**$ 78,085**	
98001	**Computer Software**	-	
	Total line item 98001	**$ -**	
98002	**Computer Hardware**	-	
	Total line item 98002	**$ -**	
	Total 93700-98002 Computer Exp	**$ 723,775**	

2013 ISD Computer Hardware/Software/Maintenance
Budget Prep Detail

93700 **Software/Hardware Repair and Maintenance detail:

Software Vendor	Yearly/Quarter:	2012	2013	Comments
Time Clock Plus Web		-	1,050	Per request from Mosq. Ctrl & other depts.
iyetek e-ticketing		6,000	8,025	Per Kim Mead (not sure what part for)
MDM		-	600	License $20 per device per year
iSeries Software maintenance		4,380	4,900	10% increase
iSeries HMC Software maintenance		371	410	10% increase
~~Novell Groupwise~~		-	-	Paid in full - Sept 30,2012 expires
Symantec Backup/Replacing with VEEAM		2,000	2,000	Replacing with VEEAM- 3 year renewal totals $6,000. ($2,000 each year. Same amounts proposed FY14 & FY15 budgets-pre paids)
Symantec Anti Virus		3,900	6,500	1 year renewal + 85 new licenses = total 535
ASK		2,400	2,400	Yearly fee for the iSeries DR box
Disaster Recovery		5,700	5,700	NetSource One
BS&A Assessing System		4,180	4,260	Equalization .Net Systems
BS&A Delinquent Tax System		4,530	4,650	Treasurer .Net Systems
BS&A Animal Licensing		-	850	
BS&A Tax System		3,765	3,835	Treasurer .Net Systems
BS&A PRE Audit		-	-	for .net:Treasurer pays for this service
BS&A Internet Services		-	-	Treasurer pays for this service
NIGP Nat. Institute prior Purchasing Dept		580	640	10% increase
Nuance PDF Converter		1,773	-	Expired 2010
VMWare		5,000	2,284	Pd $6852 4/2011 Exp 04/2014 - 3 yr
What's Up Gold		670	700	Increase for potential 10% of $635
Survey Monkey			225	Annual invoice
Telemate		-	1,250	Expires 12/26/12
Apex Software - Department responsibility		-	-	Equalization $645
Fujitsu Copier - Department responsibility		-	-	
CareVantage - Department responsibility		-	-	
Sword Solutions -Department responsibility		-	-	
Cherry Lan-Probate Module		3,500	4,375	
Cherry Lan-Prosecutor Module		3,400	4,250	
CherryLan-Filer		10,600	13,250	
Fortinet-Fortigate 500A		4,970	5,333	Current for all firewalls. Three (3) year renewal total cost $16,000, starts FY2013 with per year cost $5,333 (Same amounts proposed FY14 & FY15 budgets-pre paids)
Track IT Help Desk Software		-	5,500	Expires 11/27/13, 2010 thru 2013
MUNIS/TYLER - Financials		86,353	93,179	5% increase from 2012 pricing
MUNIS/TYLER - OS/DBA Contract		21,588	23,295	5% increase from 2012 pricing
MUNIS/TYLER - Site License		4,600	4,830	5% increase from 2012 pricing
VMWare View - Desktop virtualization main.		825	-	Exp 12/16/14 - 20 licenses
M & M - Health Department main. - VHN		18,533	19,733	6% increase over base
M & M - Health Department - Interface.		5,275	5,591	6% increase over base
Software Expense Sub-total		**$ 204,894**	**$ 229,615**	

Hardware Vendor	Yearly/Quarter:	2012	2013	Comments
Service Express – AS/400 Printers		2,000	2,000	Bank of hours due to less usage
9-1-1 Generator - 1/2 the total cost		900	900	9-1-1 still uses iSeries
Iseries County		5,028	5,028	911 still uses-split this with leonard
Iseries – Spare/redundant		2,640	2,640	All General Fund
Small Peripherals – Desktops and printers		15,000	5,000	Reduced at Board of Commissioners level

2013 ISD Computer Hardware/Software/Maintenance
Budget Prep Detail

UPS County - APC	7,107	-	Maintenance inspection and yearly
CISCO Network switches/backbone	9,800	10,000	Exp 8/26/12 - one yr - NS1
Fortigate-Offsite VPN Firewall(Cost in Software above)	-	-	All renewals are co-term under Software
UPS 911	1,439	1,439	Eaton UPS Switch - Central Dispatch
Verizon – ISD Laptop/On-call	456	460	Wireless AirCard/Verizon
Dell View Servers	9,738	6,258	Orig, Servers - will use for VM View
Hardware Expense Sub-total	**$ 54,108**	**$ 33,725**	
Total Software/Hardware Exp 93700	**$ 259,002**	**$ 263,340**	

Last Updated 11/29/2012

INFORMATION SYSTEMS
2013 BUDGET PREPARATION SUPPORT DOCUMENT
GENERAL FUND - DEPARTMENT REQUEST

DEPARTMENT/DIVISION	SOFTWARE	HARDWARE	COMMENTS
ADMINISTRATIVE SERVICES			
No Reply Received			
ANIMAL CONTROL			
MDC		4,000	4th MDC
Mounting Bracket (includes installation)		2,200	
Printer		500	
Sub Total		**$6,700**	
BOARD OF COMMISSIONERS			
Reply received - no items requested			
BUDGET			
No Reply Received			
BUILDINGS & GROUNDS			
No Reply Received			
CIRCUIT COURT			
No Reply Received			
CIVIC ARENA			
No Reply Received			
CORPORATION COUNSEL			
1 Replacement PC (Nick Wilcox)			included in ISD request
Desktop scanner		600	DR2010C
Color printer replacement		2,000	HP CP4525DN 2 Trays plus manual feed
3 MS Office upgrades (Debbie & Marty)	520		1 included in ISD request,
Sub Total	**$520**	**$2,600**	
COUNTY CLERK			
No Reply Received			
COUNTY EXECUTIVE			
Reply received - no items requested			
DISTRICT COURT			
5 Tablets		3,750	
1 Replacement Printer (Judge Janer's office)		2,000	HP CP4525DN w/envelope feeder
Replacement PCs (entire staff & ct rooms)			Included in ISD request ? Shawn Identifing Doner's and send list to shirley for okay afterwards
Sub Total		**$5,750**	
DISTRICT COURT PROBATION			6 included in ISD request ? Shawn Identifing Doner's and send list to shirley for okay afterwards
No Reply Received			
DRAIN OFFICE			
No Reply Received			
DRAIN OFFICE - SOIL EROSION			
No Reply Received			
EMERGENCY SERVICES			
Reply Received - no items requested			

Last Updated 11/29/2012

INFORMATION SYSTEMS
2013 BUDGET PREPARATION SUPPORT DOCUMENT
GENERAL FUND - DEPARTMENT REQUEST

DEPARTMENT/DIVISION	SOFTWARE	HARDWARE	COMMENTS
ENVIRONMENTAL AFFAIRS			
Reply received - no items requested			
EQUALIZATION			
No Reply received			
FINANCE			
Secure Email	26,500		Also important for HIPPA,911? 3yr cost,then recurring
	-26,500		Removed at Board of Commissioners level 11/16/12
Sub Total	**$0**		
FRIEND OF THE COURT			
No Reply received			Printers?
GIS			Double check software- Nick
2 Replacement PCs (Dave & Dirk)		5,800	
2 MS Office Pro upg (Dave & Dirk)	750		
Sub Total	**$750**	**$5,800**	
HEALTH-MEDICAL EXAMINER			
1 PC (Dr Herrick)		900	
1 MS Office 2010 Std (Dr Hurt)	260		
Sub Total	**$260**	**$900**	
INFORMATION SYSTEMS			
Monitors		3,750	25-replace older LCD monitors that have been failing
		-3,750	To be purchased in 2012. Removed at BOC level.
Server Memory Upgrades		4,000	Ram Upg hot site, move 12dimms to production
Laptop Upgrades		2,800	Tom and Deb
Server Rack		3,800	
Rack UPS		1,500	APC 3000
MDM software	3,000		
Time clocks		11,500	Mosquito Control
		-11,500	To be purchased in 2012. Removed at BOC level.
Sub Total	**$3,000**	**$12,100**	
JUVENILE HOME			
1 Scanner (Staff)		600	Canon DR 2010C
Sub Total		**$600**	
LEPC			
No Reply Received			
MSU EXTENSION			
No Reply Received			
MSU TRAINING LAB			
No Reply Received			
OFFICE OF ASSIGNED COUNSEL			
No Reply Received			
MSU TRAINING LAB			
No Reply Received			

Last Updated 11/29/2012

INFORMATION SYSTEMS
2013 BUDGET PREPARATION SUPPORT DOCUMENT
GENERAL FUND - DEPARTMENT REQUEST

DEPARTMENT/DIVISION	SOFTWARE	HARDWARE	COMMENTS
PARKS & RECREATION			
No Reply Received			
PAYROLL & BENEFITS			
No Reply Received			
PERSONNEL			
Projector and screen		1,150	
Sub Total		**$1,150**	
PROBATE COURT			
6 Replacement Printers		1,800	Marchlewicz,Hugo,Nelson,LaRoche,Rasmer,Szczypka-HP OfficeJet 8000
16 Replacement PCs (entire staff & ct room)		14,400	3-Nelson, Morse, Wittkopp included in ISD request-19 all together
16 MS Office upg	4,160		3-Nelson, Morse, Wittkopp included in ISD request
Sub Total	**$4,160**	**$16,200**	
PROSECUTOR			
No Reply received			
PUBLIC DEFENDER			
No Reply Received			
PURCHASING			
No Reply received			
REMONUMENTATION			
No Reply received			
SHERIFF			
MDC replacements		88,000	split 50/50 w/911, 88K also in their bgt
Moved out of Gen fund to 911-Central Disp		-88,000	See Increase to 911-Central Dispatch ORG/OBJ
1 Replacement PC (Jim Chlebowski)		900	move old one to Records for Labtud
1 MS Office upg (Jim Chlebowski)	260		
Air Card Adapters and Antennas			
InTime Speedshift (scheduling software)	21000		Support is ending for current software
	-21000		Removed at Board of Commissioners level 11/16/12
5 PCs		4,500	for new Jail mgmt program under consideration
Fax Machine		250	
Sub Total	**$260**	**$5,650**	
SOIL EROSION			
No Reply Received			
TRANSPORTATION & PLANNING			
Reply received - no items requested			
TREASURER			
BSA Trea.net	4,600		
	-4,600		Moved to Millage Fund 51600 at BOC level Nov 2012
Sub Total	**$0**		
GRAND TOTAL	**$8,950**	**$57,450**	
GF 96741 (Hardware) 96742 (Software) Tot	**$66,400**		

Last Updated 11/29/2012

INFORMATION SYSTEMS
2013 BUDGET PREPARATION SUPPORT DOCUMENT
MILLAGE/GRANTS/SPECIAL FUNDS - DEPARTMENT REQUEST

DEPARTMENT/DIVISION	SOFTWARE	HARDWARE	COMMENTS
911-CENTRAL DISPATCH			
No cost share from Sheriff Dept FY2013		88,000	MDC replacements
Microsoft Sharepoint & 911 Call Talking Software	13,000	88,000	MDC replacements
Replacement PCs		25,000	Computer updates/rotation
Sub Total	**$13,000**	**$201,000**	
DIVISION ON AGING			
MS Office (for Laptop)	375		
Laptop (Tammy Roehrs)		1,400	
Wireless Backhaul		1,100	Increase Bandwidth, careAdvantage
Map Point	260		
Printer		$2,000	HP CP4525DN 2 Trays + manual feed
Sub Total	**$635**	**$4,500**	
GOLF COURSE			
No Reply Received			
GYPSY MOTH			
No Reply Received			
HEALTH - ADMIN			
1 Replacement Laptop (Maternal/Child Health Mgr)		1,400	
1 Replacement PC (Bay Health Plan Intake, per Agrmt)		900	
2 MS Office 2010 upg (Laptop & PC)	520		
1 Scanner (Maternal/Child Health Mgr)		600	Canon DR2010c
1 Replacement Printer(Maternal/Child Health Mgr)		300	HP Office Pro 8000
Sub Total	**$520**	**$3,200**	
HEALTH-BIO TERRORRISM PANDEMIC FLU			
Reply received - no items requested			
HEALTH-CHILDREN'S SPECIAL HEALTH CARE			
1 Monitor (Sandy Graff)		0	Will be purchased in 2012 ($150 org req)
1 MS Office 2010 (Sandy Graff)	260		
1 Laptop (Sandy Graff)		1,400	
Sub Total	**$260**	**$1,400**	
HEALTH-HEARING AND VISION			
Reply received - no items requested			
HEALTH-ENVIRONMENTAL HEALTH			
1 replacement PC (EH Secretary)		900	
1 MS Office 2010 upg (EH Secretary)	260		
4 Vehicle GPS Trackers (EH Sanitarians)		4,000	
2 Replacement Mobile Printers (Sanitarians)		600	
Sub Total	**$260**	**$5,500**	
HEALTH-FAMILY PLANNING			
1 Replacement Laptop (K Trepkowski)		1,400	
1 MS Office upg (K Trepkowski)	260		
Sub Total	**$260**	**$1,400**	

Last Updated 11/29/2012

INFORMATION SYSTEMS
2013 BUDGET PREPARATION SUPPORT DOCUMENT
MILLAGE/GRANTS/SPECIAL FUNDS - DEPARTMENT REQUEST

DEPARTMENT/DIVISION	SOFTWARE	HARDWARE	COMMENTS
HEALTH-FISCAL			
Reply received - no items requested			
HEALTH-IMMUNIZATION			
2 Replacement Laptops (L.Condon, A.Mathis)		2,800	replacing PCs
2 MS Office upg (L.Condon,A.Mathis)	520		
1 Scanner (Staff)		600	Canon DR2010c
Sub Total	**$520**	**$3,400**	
HEALTH-LABORATORY			
1 Replacement PC (or Thin client)		900	
1 MS Office upg	260		
Sub Total	**$260**	**$900**	
HEALTH-MATERNAL/INFANT SUPPORT			
Reply received - no items requested			
HEALTH-HEALTH SCREENING			
Reply received - no items requested			
HEALTH-WIC/PINCONNING CLINIC			
1 Laptop		1,400	replacing PC
1 MS Office upg	260		
Sub Total	**$260**	**$1,400**	
HOUSING			
2 Replacement PCs (Residents lab)		1,800	
Sub Total		**$1,800**	
MOSQUITO CONTROL			
Time Clock Plus Web Edition		0	Moved to General Fund
Sub Total		**$0**	
REGISTER OF DEEDS-TECH FUND			
No Reply Received			
RETIREMENT			
Dalta Collaction Software	$16,000		
Sub Total	**$16,000**		
TREASURER - BSA Treas.net			
BSA Treas.net	$4,600		
Sub Total	**$4,600**		
GRAND TOTAL	**$36,575**	**$224,500**	
Millage/Grants/SF 96741 & 96742 Total	**$261,075**		

ANALYSIS AND HIGHLIGHTS OF REQUESTS FOR
PERSONNEL CHANGES FOR 2013 BUDGET

Department	Description	Amount of Request With Fringe Bene.	Amount In Exec. Budget w/Benefits	Updated Amt. Comm. Budget With New Fringe Rate
General Fund:				
Budget Department:	Increase Temporary Help, AP Cerk $2,000.before fringe, 10121200-70500	2,198	2,198	2,198
Payroll Department	Decrease Payroll over time	-8,000	0	-8,000
Animal Control:	Incr.Temporary Help, Census workers,10,240.before fringe, 10143000-71900	11,300	11,300	11,300
Accounting Department:	Incr. due to transfer in from Homeland, part time Staff Acct., BT06, $20.87 per hr.,10119100-70300, effective after 4/30/13	25,189	25,189	25,189
Accounting Department:	Decrease Accounting Department over time	-2,498	0	-2,498
Personnel Department:	Incr.Personnel Director wages from MN15 $37.94 per hr. annual salary $79,221. to PN12 ,2yr. $40.18, annual salary $83,898. for 2012, 10127000-70300	5,554	5,554	5,554
Clerk Office:	Clerk position moved from EO12 to EO11, 10121500-70300	-3,164	0	-3,164
Clerk Office:	Deputy Clerk position moved from ED14 to ED13, 10121500-70300	-2,398	0	-2,398
Corporation Counsel:	Decrease Staff Attorney payroll allocation was 40% to 30%	-8,384	0	-8,384
Dept. of Public Defender:	Increase Staff Attorney payroll allocation was 60% to 70%	8,384	0	8,384
	SUBTOTAL GENERAL FUND	28,181	44,241	28,181
Health Department Fund:	Incr.Health Dept.Director wages from MN14 $35.21 per hr. annual salary $73,236. to MN15 ,3yr. $36.48, annual salary $76,173. for 2012, 22160100-70300	3,150	3,150	3,150
Health Department Fund:	Increase Health Dept. Administration activity, part time Typist Clerk III, TS06, $12.53 per hour, 22160100-70501	22,444	22,444	22,444
Division on Aging:	Increase Division on Aging,On Call Drivers, part time positions, which is part of the new millage levy, to resume Friday meal delivery.	31,450	0	31,450
Division on Aging:	Increase Division on Aging, part time Cooks positions, which is part of the new millage levy, to resume Friday cooking/ meal delivery.	31,291	0	31,291
Home Rehabilitation Fund	Home Rehab., Typist Clerk II PT position eliminated, (27790000-70501) TS05, effective after 04-30-2013	-2,809	0	-2,809
Homeland Security Fund:	Homeland Security, F.T.Solution Planner position eliminated, due to grant ending, 28241015-70300, PB04, effective after 04-30-2013	-40,104	0	-40,104
Homeland Security Fund:	Home Security, Typist Clerk II PT position eliminated, due to grant ending, 28241015-70501, TS05, effective after 04-30-2013	-9,056	0	-9,056
Homeland Security Fund:	Home Security, Staff Accountant PT position eliminated, due to grant ending, 28241015-70300, BT06, effective after 04-30-2013	-25,189	-25,189	-25,189
Public Golf Course Fund:	Decrease Snack Shop-Pooled positions, $2,500 before fringe, 50975601	-2,745	0	-2,745
Public Golf Course Fund:	Decrease Club House-Pooled positions, $1,500 before fringe, 50975602	-1,647	0	-1,647
Public Golf Course Fund:	Decrease Starter Rangers-Pooled positions, $3500 before fringe, 50975602	-3,844	0	-3,844
Public Golf Course Fund:	Decrease Equipment Operator-Pooled positions, $3,452 before fringe, 50975600	-3,791	0	-3,791
	SUBTOTAL OTHER FUNDS	-850	405	-850

11/29/20121:41 PM