

WAYS AND MEANS COMMITTEE

AGENDA

TUESDAY, JUNE 4, 2013

4:00 P.M.

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

- I CALL TO ORDER
- II ROLL CALL
- 1- 7 III MINUTES (5/7/13)
- IV PUBLIC INPUT
- V PETITIONS AND COMMUNICATIONS
 - 8- 9 A. 9-1-1 Director - Wireless Emergency Notification System (BAY Alerts) Service Agreement (**Seeking approval of 1 year Service Agreement; authorization for Board Chair to sign; approval of required budget adjustments - proposed resolution attached**)
 - 10-13 B. Community Corrections Coordinator - Amendment to FY 2013 Community Corrections Comprehensive Plans and Services Budget Resulting from Funding Reduction (**Seeking approval of amendment; approval to reduce Pretrial Specialist from full time to part time status; authorization for Board Chair to sign Amendment; approval of required budget adjustments - proposed resolution attached**)
 - 14-16 C. Civic Arena and Community Center Manager - Rental Price for Concrete Floor at Civic Arena for Small Shows (**Seeking approval of rental rate of \$750/day for rental of concrete floor space for small events at the Bay County Civic Arena - proposed resolution attached**)
 - 17-20 D. Golden Horizons - Grant Request for Region VII Area Agency on Aging (**Seeking support of Golden Horizons grant funding request - proposed resolution attached**)
 - 21-26 E. Personnel Director - Tuition Reimbursement - Jill McKeon, Finance Dept. (**Receive**)
 - F. Finance Officer
 - 27-28 1. Budget Adjustment (**Seeking approval of resolution**)
 - 29 2. Analysis of General Fun Unreserved/Undesignated Fund Balance 2013 (**Receive**)
 - 30-31 3. Executive Directive #2007-11 (**Receive**)
 - 32-33 4. 2014 Budget Schedule/Calendar (**Seeking approval of proposed resolution**)
- 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, MAY 7, 2013, FOURTH FLOOR, BAY COUNTY BUILDING.

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

ROLL CALL:

MOTION NO.

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

MOTION NO.

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

MOTION NO.

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

OTHERS PRESENT: T.HICKNER, M.GRAY, M.FITZHUGH, C.HEBERT, T.QUINN, J.ENGEL, K.PRIESSNITZ, R.BRZEZINSKI, D.WRIGHT, R.PABALIS, J.STRASZ, M.SAMYN (BAY FUTURE), R.METCALFE, C.HOWELL, K.MEAD, R.ANDERSON, L.OGAR, ANAMIKA LADD (EMCOG), T.PAIGE, R.REDMOND, BAY 3 TV, D.BERGER

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

-/-

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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.baycountymi.gov/executive/videos.

- 1 MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE APRIL 2, 2013 WAYS AND MEANS COMMITTEE MEETING AS PRINTED.**

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

Magen Samyn, President & CEO of Bay Future, Inc., provided the Committee with an update on the status of Bay Future, the 2013 statistics, current projects which include attraction projects and expansion projects, and upcoming market research seminar. The Bay Future, Inc. 2012 Annual Report was also provided. Commissioner Begick pointed out that the Monitor DDA will be sunsetting in the not too distant future and questioned if Bay Future, Inc. would be involved in filling the void when it's gone. Ms. Samyn responded that the majority of inquiries fall into the Monitor DDA property and they work closely with them and will continue working on marketing to bring in business. Bay Future, Inc. is not involved in infrastructure. Bay Future has no funds to help with that aspect. County Executive Hickner noted that the Tech Park is one of the 3 primary locations for new business and infrastructure must be in place. Efforts will be underway to resolve this issue through follow-up discussion. Commissioner Tilley spoke to the wonderful job Ms. Samyn and staff is doing at Bay Future, Inc. As regards the DDA, Bay County has always been working to assist in bringing in new business and will continue to work towards that goal.

Anamika Ladd, Program Manager - Transportation, Land Use and GIS, for East Michigan Council of Governments (EMCOG), addressed the Committee as to the role of EMCOG which is a voluntary federal and state designated regional planning and development agency organized as a Council of Governments. EMCOG is comprised of 14 county governments and one

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federal Indian nation and is involved in a cooperative effort to resolve problems, develop and review policies, plan strategies that are common and regional and to improve the economic viability of their respective units. The role of EMCOG in various project was outlined. Sue Fortune, Executive Director, spoke to her responsibility for administration and implementation of all EMCOG programmatic objectives, budget preparation and personnel administration. Several hand-outs were made available to the Committee members. The Committee Chair thanked the EMCOG representatives for their time and presentation.

2 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE TREATMENT COURT GRANT FUNDING (CIRCUIT & DISTRICT COURTS).

3 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE EQUITABLE SHARING AGREEMENT & CERTIFICATION (SHERIFF DEPT.).

4 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE ROSS-SC GRANT (HOUSING DEPARTMENT - CENTER RIDGE ARMS).

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

6 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE FAIR BOARD LEASE 2013 (BUILDINGS AND GROUNDS).

Rick Pabalís, Superintendent of Buildings and Grounds, responded to a question relative to the horse barn at the Fair Grounds, indicating that through a grant, the Fair Board is building a new horse arena. This Fair Board is very interested in and committed to making their use of the Fair Grounds

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work and to repaying the county monies owed - they are very sincere. They are planning several events to include Bustle by the Bay in November and December and the Summer Woodcutters Ball next summer. It was suggested that their schedule of events be provided for approval.

7 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE REVENUE SHARING.

8 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE LEASE WITH DEPARTMENT OF NATURAL RESOURCES - BAY CITY STATE RECREATION AREA (ENVIRONMENTAL AFFAIRS/COMMUNITY DEVELOPMENT).

Laura Ogar, Director of Environmental Affairs, provided a synopsis of what has transpired and the end goal.

9 MOVED, SUPPORTED AND WITHDRAWN TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE PURCHASE OF IN-HOUSE BENEFIT CALCULATOR SOFTWARE FOR THE RETIREMENT SYSTEM.

Commissioner Herek questioned why this purchase is the business of this Board when the Retirement Board has already authorized this purchase? No other retirement contracts, etc. come to the Board of Commissioners for approval. The software purchase is coming from retirement funds, not general funds. The Retirement Board runs the Retirement System, not the Board of Commissioners. Corporation Counsel Marty Fitzhugh indicated that she is putting together an opinion on the purchasing and support services for the Retirement System but it is not ready at this time. She's working on it but has other matters taking her time as well. Commissioner Herek stressed that the Trustees of the Retirement System should be the ones making the decisions on behalf of the Retirement System as they do with all other contracts. Can only certain things be approved? Having been involved with

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other Retirement Systems, that is not the case, it's the Trustees of the Retirement System making the final decisions. Commissioner Tilley suggested going through the process of the Board of Commissioners approving the purchase while Corporation Counsel issues her opinion. Commissioner Herek was of the opinion that this issue should not even have been included on this agenda at all since it was approved by the Retirement Board of Trustees. Commissioner Tilley concurred with Commissioner Herek but felt that since it's here, it could be forwarded on to the full Board so as to not delay this acquisition further. Commissioner Begick concurred that since this is not coming from the General Fund but from the Retirement Fund, their approval should have been sufficient. Committee Chair Coonan felt this issue properly belonged on this agenda - as a member of the Retirement Board he voted no because the Retirement System falls under the County's Purchasing Policy and bids should have been taken. A question was raised as to if this software is compatible with other retirement actuary programs and the response from Bob Redmond, the Board's Financial Analyst, was affirmative.

- 10 **MOVED AND SUPPORTED AND CARRIED TO REFER THE RETIREMENT SYSTEM SOFTWARE ACQUISITION TO THE FULL BOARD WITHOUT RECOMMENDATION PENDING RECEIPT OF LEGAL OPINION.**
- 11 **MOVED, AND SUPPORTED (NO VOTE TAKEN) TO RECOMMEND BOARD APPROVAL OF BOARD RESOLUTION TO POST/FILL A FULL TIME FITNESS COORDINATOR/CLERK VACANCY AT THE COMMUNITY CENTER.**

Michael Gray, Assistant County Executive for Recreation and Administrative Services, wished to have this matter referred to the Personnel/Human Services Committee meeting on the 21st of May to allow for further modifications. He requested a Board meeting on the 21st as well to finalize the posting/filling of this key position. Commissioners Krause and Begick spoke to their working relationship with Bob Gonzales, who is retiring from

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this position. Mr. Gonzales did a fabulous job of scheduling the various teams at the Community Center. He did a great job and will be missed.

- 12 MOVED, SUPPORTED AND REFER THE REQUEST TO FILL A FULL TIME FITNESS COORDINATOR/CLERK VACANCY TO THE MAY 21ST PERSONNEL/HUMAN SERVICES COMMITTEE MEETING AND FULL BOARD MEETING 5/21/13.**

- 13 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF PROPOSED VARIOUS BUDGET ADJUSTMENTS.**

- 14 MOVED, SUPPORTED AND CARRIED TO RECEIVE ANALYSIS OF GENERAL FUND UNRESERVED/UNDESIGNATED FUND BALANCE 2013.**

- 15 MOVED, SUPPORTED AND CARRIED TO RECEIVE EXECUTIVE DIRECTIVE 2007-11.**

Kim Mead, Court Administrator, was questioned as to the loss of grant funding for the Sobriety Court. He advised that initially the grant started at \$120,000 and then grew to \$180,000 but since then has been steadily decreasing. \$30,000 in federal funding was cut. The Bay County Courts have made efforts to address the reduction by cutting the coordinator's hours down to 32 and when that employee left, the position was not filled and current staff is picking up the slack. Bay County is living within funding available and seeking other grant funding for this program. Without grant funding, this program will go away.

Under new business, a request from the Director of Division on Aging to submit a letter of intent for grant funding from Region VII Area Agency on Aging was considered and it was

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- 16 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION AUTHORIZING LETTER OF INTENT TO REGION VII AREA AGENCY ON AGING TO PURSUE FY 2013-2014 GRANT FUNDING.**

Commissioner Lutz spoke to a resolution from Ottawa County re tax exempt financing received by our Commissioners and he wished to include a similar resolution on the Board's April agenda. There were no objections.

Commissioner Lutz also wished to submit a resolution in support of the VFW's proposal to provide a free swim day to kids who are willing to say the Pledge of Allegiance prior to using the pool. The VFW would be seeking funding to cover this expense. There were no objections.

There being no further business, it was

- 17 MOVED, SUPPORTED AND CARRIED TO ADJOURN (5:02 P.M.)**

Submitted by:

Deanne Berger

**Deanne Berger
Board Coordinator**



BAY COUNTY
911 Central Dispatch

(989) 895-4051 • FAX (989) 892-3744

1228 Washington Ave., Bay City MI 48708

Chris Izworski
Director

Thomas L. Hickner
Bay County Executive

To: Kim Coonan, Chairman of the Ways and Means Committee

From: Christopher Izworski, 9-1-1 Director

Date: May, 24 2013

Subject: Wireless Emergency Notification System (BAY Alerts) - Service Agreement

Request: That the Committee and Board authorize the renewal of Wireless Emergency Notification System (WENS) Service Agreement. The approval will continue to enhance the ability of 9-1-1 to warn Bay County residents before, during and after emergencies/disasters.

Background: WENS, commonly referred to as BAY Alerts, provides 9-1-1 Central Dispatch a fast and reliable system of communicating with Bay County residents. WENS provides emergency messaging via land line telephone, cell phone, text messaging, pager and email. WENS is fully integrated with NOAA allowing for automatic weather alerts such as flooding, severe thunderstorms, tornados and winter storms. 9-1-1 has also partnered with several other agencies and departments in an effort to increase the number of WENS subscribers. Over the past 12 months, 9-1-1 has sent approximately 1.9 million messages via the WENS system.

Finance/Economics: The WENS Service Agreement has a term of one year (July 5, 2013 – July 4, 2014). The cost of the one year term is \$17,600. The monies are budgeted for and are entirely from 9-1-1 funds.

Recommendation: Upon favorable review by Corporation Counsel, 9-1-1 recommends approval and signature of this Service Agreement by the Board Chair, as well as approval of all budget adjustments related to this Agreement.

Cc: Tom Hickner, Mike Gray, Marty Fitzhugh, Crystal Hebert, Ryan Manz

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BAY COUNTY BOARD OF COMMISSIONERS

6/11/13

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (6/4/13)
WHEREAS, The Wireless Emergency Notification System (BAY Alerts) Service Agreement requires renewal; and
WHEREAS, WENS, commonly referred to as BAY Alerts, provides 9-1-1 Central Dispatch a fast and reliable system of communicating with Bay County residents;
WHEREAS, WENS is fully integrated with NOAA allowing for automatic weather alerts such as flooding, severe thunderstorms, tornados and winder storms; and
WHEREAS, 9-1-1 has also partnered with several other agencies and departments in an effort to increase the number of WENS subscribers and over the past 12 months, 9-1-1 has sent approximately 1.9 messages via the WENS system; and
WHEREAS, The WENS Service Agreement has a term of one year (7/5/2013 - 7/4/2014) and the cost of the one year term is \$17,600 and these 9-1-1 funds are budgeted for this expense; Therefore, Be It
RESOLVED That the Bay County Board of Commissioners approves the Wireless Emergency Notification System (BAY Alerts) Service Agreement and authorizes the Chairman of the Board to execute said Service Agreement on behalf of Bay County following legal review/approval; Be It Further
RESOLVED That related budget adjustments, if required, are approved.

KIM COONAN, CHAIR
AND COMMITTEE

911 - WENS Service Agreement

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

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

VOTE TOTALS:
ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____
DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____



Bay County Community Corrections

503 Third Street

Bay City, Michigan 48708-5994

Ph: (989) 895-4142

Fax: (989) 895-4007

Thomas L. Hickner
County Executive

Juliann R. Reynolds
Director of Juvenile Home
(989) 892-3259
reynoldsj@baycounty.net

Ashley Teeples
Community Corrections Coordinator
(989) 895- 4142
teepleasa@baycounty.net

TO: Kim Coonan, Chairperson, Ways and Means Committee
FROM: Ashley Teeples, Community Corrections Coordinator
DATE: May 21, 2013
CC: Tom Hickner, Tim Quinn, Crystal Hebert, Kim Priessnitz, Juli Reynolds
RE: FY 2013-2015 Comprehensive Plans and Services Budget Amendment

BACKGROUND:

The enclosed agreement amends the FY 2013-2015 CPS Agreement between Bay County and the Michigan Department of Corrections. The amendment incorporates the annual budget and revised allocations received since the original agreement was issued.

FINANCIAL CONSIDERATIONS:

The amendment reflects negative adjustments to funding levels as follows:

Department	Current Award	Amount Reduced	Amended Award
Community Corrections	\$464,460	\$55,410	\$409,050

This budget reduction encompasses a three year period, with a cut of \$18,470 per year.

RECOMMENDATIONS:

Upon favorable review by the Community Corrections committee, Community Corrections recommends the amendment be approved and signed by the Board Chair, and seeks Board approval for any necessary budget adjustments relating to this amendment. Community Corrections also seeks Board approval to reduce the position of Pretrial Specialist to part time status in order to accommodate this budget reduction.



STATE OF MICHIGAN
DEPARTMENT OF CORRECTIONS
LANSING

RICK SNYDER
GOVERNOR

DANIEL H. HEYNS
DIRECTOR

DATE: May 2, 2013

TO: CCAB Managers
Chairs, Community Corrections Advisory Boards

FROM: Kenneth D. Brzozowski, Administrator
Community Alternatives

SUBJECT: FY 2013 Community Corrections Comprehensive Plans and Services Budget

As you are aware, the mid-year budget adjustments were placed on hold pending discussion at the State Community Corrections Board meeting on April 18, 2013.

At the Board meeting the President for the Michigan Association for Community Corrections Advisory Boards, several CCAB Managers and local stakeholders presented information to the Board Members regarding the forthcoming contract amendments.

Due to extenuating circumstances which occurred in some counties in FY 2012, a new budget adjustment option which was approved by Director Heyns was presented to the Board Members. This new option utilized a formula based on a two (2) year average of lapsed funds for each CCAB during FY 2011 and FY 2012. During the Board Meeting, several local stakeholders reported extenuating circumstances that resulted in higher than normal lapsed funds in FY 2012, this new option will likely reduce the negative impact some CCABs would have experienced if the mid-year budget adjustments were based solely on FY 2012 expenditures. In addition, this option will also provide for a more equitable mid-year budget adjustment process as it is based on multi-year expenditures.

As this mid-year budget adjustment option has been approved by the Director, contracts have been amended accordingly. Please find enclosed an amended contract.

We sincerely regret any problem these amendments may cause to your local efforts.

If you have any questions regarding the above information please contact your Community Corrections Coordinator at (517) 373-0415.

STATE OF MICHIGAN
DEPARTMENT OF CORRECTIONS
OFFICE OF PAROLE AND PROBATION SERVICES
COMMUNITY ALTERNATIVES
P.O. BOX 30003
LANSING, MICHIGAN 48909
CONTRACT CHANGE NOTICE NUMBER 1
TO
GRANT NO. CPS-2013-3-09
between
THE DEPARTMENT OF CORRECTIONS
and

GRANTEE NAME AND ADDRESS: Bay County 503 Third Street Suite 503 Bay City, MI 48708-5997	GRANTEE TELEPHONE: (517) 373-0415			
	GRANTEE FAX: (517) 373-9545			
	STATE-MDOC CONTACT: Kevin J. Weissenborn			
GRANTEE CONTACT: Matt Romeo				
DESCRIPTION OF GRANT: Community Corrections – Provide program services that shall enhance jail utilization, reduce the prison commitment rate, and impact recidivism.				
GRANT PERIOD 3 Year FROM: October 1, 2012 TO: September 30, 2015				
TERMS <p style="text-align: center;">Net</p>				
MISCELLANEOUS INFORMATION: AMENDMENT TO THE AGREEMENT: Funding for Comprehensive Plans and Services is amended as identified below: State Contribution: <table style="margin-left: 400px; border: none;"> <tr><td>FY 13: \$136,350.00</td></tr> <tr><td>FY 14: \$136,350.00</td></tr> <tr><td>FY 15: \$136,350.00</td></tr> </table> Total Comprehensive Plans and Services: \$409,050.00 A decrease of \$55,410.00 All other terms and conditions of the original agreement remain the same.		FY 13: \$136,350.00	FY 14: \$136,350.00	FY 15: \$136,350.00
FY 13: \$136,350.00				
FY 14: \$136,350.00				
FY 15: \$136,350.00				

FOR THE GRANTEE:

Firm Name

Authorized Agent Signature

Authorized Agent (Print or Type)

Date

FOR THE STATE:

Jeri Ann Sherry

Signature

Jeri-Ann Sherry

Name

Deputy Director

Title

5-06-13

Date

-12-

BAY COUNTY BOARD OF COMMISSIONERS

6/11/13

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (6/4/13)

WHEREAS, The Bay County Community Corrections Program has been notified by the Michigan Department of Corrections of a grant funding reduction totaling \$55,410 over a three (3) year period, i.e. \$18,470 per year; and

WHEREAS, As a result of the funding reduction, it is necessary to reduce the position of Pretrial Specialist from full time to part time status; and

WHEREAS, An amended contract reflecting the reduction has been submitted for approval and execution; Therefore, Be It

RESOLVED That the Chairman of the Board is authorized to execute the Contract Change Notice Number 1 to Grant No. CPS-2013-3-09 between the Michigan Department of Corrections and Bay County 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 the position of Pretrial Specialist is reduced from full time to part time status; Be It Further

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

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

KIM COONAN, CHAIR
AND COMMITTEE

Comm Corrections - Grant Funding Reduction - 2012-2015

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

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

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

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

-13-



TO: Michael Gray, Assistant County Executive
Tom Hickner, County Executive
Kim Coonan, Ways and Means Committee Chair

FROM: Bob Metcalfe, Civic Arena and Community Center Manager

DATE: May 29, 2013

SUBJECT: Rental price for concrete floor at Civic Arena for small shows

REQUEST: I would like to create and adopt a new price for renting out space at the Civic Arena to smaller shows during the spring/summer months when we have one rink melted down to a concrete floor.

BACKGROUND: At the Civic Arena we currently have a price to rent out the rink space with our "Dry Floor". The approved price for 2013 is \$1550 per day with an additional \$500 fee to install and remove the dryfloor. This price is designed to cover the cost of lost revenue from ice rental and to maximize income potential during the busy "show" season.

The most common shows/events you find in the summer are: Craft shows, Mom to Mom sales, and other resale shows. This is a great venue to hold shows of this nature, unfortunately the current price is cost-prohibitive of this type of show as these vendors expect booth pricing of \$75 or under depending on the show.

Large scale shows/events would still be held to the standard fee of \$1550 per day without the installation price.

The other consideration is that the arena does not have the same high level of utility costs for this space as we are not running all the equipment to keep the ice frozen.

The final consideration is that we currently are closed on weekends during the summer. If we were having shows/events on a regular basis we would staff the arena and be able to rent ice time and hold public skates on the other rink generating some additional revenue.

ECONOMICS:

If we consider a rental rate of \$750 per day for smaller shows, a three day show would bring \$2250 in revenue. In conjunction with that we would be opening our Concession stand which over the course of a weekend show we could expect to generate upwards of an additional \$1000 in revenue over the course of the show/event. As well as being able to rent additional ice time and hold public skate event also generating additional revenue.

As mentioned earlier we would be opening the building additional times which would result in additional labor expenses. While our staffing for a Friday would not change we would be adding approximately 28 hours in concessions @ \$7.40/hr., 20 hours of Team Leader @ \$8.50/hr., and 16 hours of general labor @ \$7.40/hr. Giving an approximate total of \$495.60 in labor costs for the weekend. These numbers are based on a show running 8am – 7pm on Saturday and 10am – 4pm on Sunday.

RECOMMENDATION:

I recommend creating and adopting a rate of \$750 per day for rental of the concrete floor space to smaller events at the Bay County Civic Arena.

BAY COUNTY BOARD OF COMMISSIONERS

6/11/13

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (6/4/13)

WHEREAS, The Civic Arena currently has a rental rate for "dry floor" rink space and the approved 2013 rate is \$1,550 per day with an additional \$500 fee to install and remove the dry floor, said rate designed to cover the cost of lost revenue from ice rental and to maximize income potential during the busy "show" season; and

WHEREAS, The most common shows/events in the summer months are craft shows, Mom to Mom sales, and other resale shows and, while the Civic Arena is a great venue for shows of this nature, the current rental rate is cost prohibitive since the vendors' booth pricing is \$75 or under depending on the show/event; and

WHEREAS, In the continuing effort to increase revenue, Civic Arena administration wishes to adopt a new price for renting out space at the Civic Arena to accommodate small shows/events during the spring/summer months when one ice rink is down to a concrete floor and the utility costs are lower; and

WHEREAS, Another consideration is that the Civic Arena is closed on weekends during the summer and if shows/events were scheduled on a regular basis, the Civic Arena could be staffed to allow for ice rental time and public skates on the other rink generating additional revenue; additional staffing costs would be incurred at an approximate total of \$495.60 for the week-end; and

WHEREAS, A rental rate of \$750 per day for smaller shows is proposed bringing in \$2,250 in revenue for a three day show and opening the Concession stand for these shows/events would also generate upwards of \$1,000 in revenue over the course of the show/event; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves a \$750 per day fee for rental of the concrete floor space for smaller events at the Bay County Civic Arena.

KIM COONAN, CHAIR
AND COMMITTEE

Civic Arena - Concrete Floor Space Rental Fee - \$750

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

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

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

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



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

May 17, 2013

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

Dear Mr. Krygier,

Please find enclosed for your review our FY 2014 application narrative and the attached budget for adult day care and caregiver training services we plan to provide with funding from Region VII Area Agency on Aging. We are requesting a total of \$65,467.

Golden Horizons Adult Day Care Center is the senior component of the Bay County Child & Senior Citizen Centers, Inc., a private, non-profit agency that operates three day care programs. Located in the inter-generational Fremont Center, Golden Horizons has provided an array of supportive services to individuals with Alzheimer's disease and other related dementia disorders and their families for almost twenty-five years.

The FY 2014 funding will provide 5,166 hours of adult day care services and 571 hours of training to family caregivers. Unfortunately due to the use of the 2010 census information and a decline in Bay County's population, the formula used by the Office of Services to the Aging which allocates state dollars, resulted in a substantial loss of funding for FY 2014. Adult day care funding was drastically reduced by \$15,432 from the previous year thus reducing the amount of service we will provide to families in our community. Additionally, there is a \$1,750 reduction in caregiver training funds, while less devastating, will reduce those services as well.

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

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

Golden Horizons provides group training sessions and individual and family counseling for family caregivers. When caregivers learn how to take care of themselves they become more effective in managing their daily responsibilities. Additional benefits of training include increased knowledge of

the disease process, effective communication skills, successful problem behavior management, increased awareness and use of community services, a decrease in stress, guilt and anger, and overall improvement in coping skills.

Caregiving takes its toll on families especially when there is a lack of resources. Research indicates that the availability and utilization of affordable supportive services prolongs the health of the caregiver and their ability to provide care at home. The cost of adult day care and caregiver training programs is nominal in comparison to the cost of nursing home care. On average most families deplete their finances within eighteen months of paying privately for nursing home care. Cost sharing for adult day care services is based on a sliding fee scale starting at \$1.00 per hour for families above 185% of the federal poverty level. Those below the poverty level and participating in caregiver training are encouraged to make a contribution. Funding assistance from Region VII AAA enables families to delay the placement of their loved one in a nursing home.

Staffing for the program includes a full-time Program Coordinator, a Licensed Master's Clinical Social Worker with 37 years of geriatric experience. The full-time Assistant Coordinator, a Registered Nurse with a Bachelor's in Social Work, is also the trainer for the caregiver training program. Additional staff include one part-time Office Assistant and three full-time adult day care Program Assistants. One part-time position (20 hours) is funded through Region VII Area Agency on Aging's Title V Senior Employment Program. Currently 30 families are being served with a daily average of fifteen program participants attending from 6 to 8 hours a day.

We also offer information, referral and linkage to services, a caregiver support group, counseling, advocacy, and operate the Bay County Dementia Information Line and Resource Center.

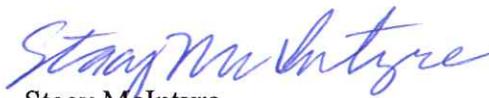
Golden Horizons maintains collaborative relationships with the human service agencies throughout the tri-county area, and especially with Bay County Division on Aging. We will continue efforts of outreach and marketing to Region VII AAA's target groups; individuals who are low income, minority elders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

In closing, your support of our FY 2014 application for Region VII Area Agency on Aging funding would enable us to continue providing these essential services to families in Bay County. Please contact us if you have any questions.

Regards,



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



Stacy McIntyre
Program Coordinator
Golden Horizons Adult Day Care Center

REGION VII AREA AGENCY ON AGING

SUPPORT SERVICES BUDGET SUMMARY

FY 2014

Page 1 of 4

Agency: Bay County Child & Senior Citizen Centers Budget Period: 10/1/13 to 9/30/14

PLANNED EXPENDITURES SERVICE CATEGORIES

LINE ITEMS	1 ADC	2 CGT	3	4	5	6 TOTAL	7 Admin.
Salaries	42,211	11,778				53,989	8,500
Fringe Benefits	12,853	2,317				15,170	1,971
Personal Svc. Contracts	0	0				0	0
Travel/Conferences	300	336				636	350
Supplies	200	500				700	500
Equipment	0	0				0	0
Occupancy	5,682	400				6,082	0
Communications	381	259				640	640
Other	695	429				1,124	919
TOTAL	62,322	16,091				78,341	12,880
Program Income (minus)	5,500	100				5,600	
NET COSTS	56,822	15,919				72,741	12,880
FUNDING SOURCES							
Area Agency Funds (90%)	51,140	14,327				65,467	
Local Match (10%)	5,682	1,592				7,274	
Cash	0	0				0	
In-Kind	5,682	1,592				7,274	
Other Resources	0	0				0	
TOTAL FUNDS	56,822	15,919				72,741	

CERTIFICATION:

Peppy Condon Watson

SIGNATURE OF AGENCY DIRECTOR

DATE

5-22-13

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BAY COUNTY BOARD OF COMMISSIONERS

6/11/13

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (6/4/13)

WHEREAS, The Bay County Child & Senior Citizen Centers, Inc., is making application for funding to Region VII Area Agency on Aging for \$65,467 for Adult Day Care and Caregiver Training Services; and

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

WHEREAS, In addition to adult day care, Golden Horizons offers education and training, referral and linkage to services, support groups, counseling, advocacy and also operates the Bay County Dementia Information Line and Resource Center; and

WHEREAS, As a non-profit organization, this funding is crucial to Golden Horizon's on-going efforts to continually improve services; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners hereby offers its support for the funding application submitted by the Bay County Child & Senior Centers, Inc. for Region VII Area Agency on Aging funding for FY 2014.

KIM COONAN, CHAIR
AND COMMITTEE

Golden Horizons FY2014 Funding

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

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

VOTE TOTALS:

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

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



**BAY COUNTY
PERSONNEL DEPARTMENT**

Thomas L. Hickner
County Executive

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

May 6, 2013

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)

Rebecca Smutek, Payroll Clerk
smutekr@baycounty.net
(989) 895-4044 (T)
(989) 895-4039 (F)

Kim Coonan, Chairman
Ways and Means Committee
Bay County Board of Commissioners
515 Center Avenue, Suite 401
Bay City, MI 48708-5125

RE: Tuition Reimbursement Request

Dear Commissioner Coonan:

Please consider the item listed below for the agenda of your committee.

Request: Tuition reimbursement request received from Jill McKeon, Account Clerk IV/ Finance Department (USW employee). Accounting Information Systems (ACCT 350) at Davenport University.

Background: The collective bargaining agreement with the USW full-time unit provides for the Bay County Executive to approve or deny requests for tuition reimbursement, but the committee prefers to review tuition requests prior to payment.

Financial: Funds are budgeted. Tuition reimbursement is \$1,012.37. Note: This is 50% of Ms. McKeon's requested amount.

Recommendation: Receive this item concerning a request for tuition reimbursement submitted by Jill McKeon, Account Clerk IV/Finance Department.

Thank you for considering this item for the agenda of your committee.

Sincerely,

Tim Quinn, Director
Personnel and Employee Relations

cc: Tom Hickner
Mike Gray
Marty Fitzhugh
Crystal Hebert
Wanda Behmlander
Personnel file

G:\Board\WAYS&MEA\2013\Jill McKeon Tuition - May.vpd

- 21 -

PRE-CLASS APPROVAL FORM: TUITION REIMBURSEMENT

Applicant's Name: Jill McKee Department: FINANCE Bargaining Unit: U.S.W.A. #15151

School: DANFORD UNIVERSITY Program: BBA-ACCOUNTING

Are you on a degree program? YES NO

Course Number	Credit Hours	Tuition Per Hour	Fees	Books	Beginning Date	Ending Date	Class Title
1. 30913	3	\$532.00	\$215.00		5/19/13	8/15/13	ACCT. 300 ACCOUNTING INFORMATION SYSTEMS
2.		\$	\$				
Totals		\$1596.00 +	\$215.00 =	\$213.75			
					Total		
					\$2024.75		

How is this class(es) job related? USE OF ACCOUNTING PRACTICES USED DAILY

CFO's and Deputies

Applicant's Signature _____ Date _____

Sheriff's Signature _____ Date _____

Ways and Means Chairperson's or Designee's Signature _____ Date _____

Course Number Approved

All Other Units

Applicant's Signature: Jill McKee Date: 4/30/13

Department Head's Signature: Crystal Helbert Date: 5/1/2013

Human Resource Director's or County Executive's Signature: [Signature] Date: 5-2-13

NOTE: Proof of successful completion of the course is mandatory. Proof of payment of tuition, fees, and books is also mandatory. Contractual language is controlling. Check your contract first for specifics before turning in this form!

White: Personnel
 Yellow: Ways and Means
 Pink: Department Head

RECEIVED
 MAY - 1 2013

PERSONNEL DEPARTMENT

1 22 1



Davenport University
 www.davenport.edu
 (800) 632-9569
 6191 Kraft Ave
 Grand Rapids, MI 49512

Student ID: 518272368
Due Date: 05-MAY-2013
Statement Date: 29-MAR-2013
Student Name: Mrs. Jill M. McKeon
Term: 201330

Student Schedule/Bill

CRN	SUBJ	CRSE	CMP	COURSE TITLE	CREDS	LV	DAYS	START/STOP	BUILD	ROOM
30973	ACCT	350	117	Accounting Info	3.00	UG	W	0600-0940pm	MIACA	124
				Course Credits:	3.00					

CHARGES		CREDITS/ANTICIPATED CREDITS	
Total Charges:	\$1,811.00	Total Credits/Anticipated Credits:	\$0.00

EFFECTIVE JAN. 7, 2013, A 2.75% CONVENIENCE FEE WILL BE ADDED TO ALL CREDIT CARD PAYMENTS
 Note: The balance due may include ESTIMATED FINANCIAL AID and if for any reason aid is not approved, you will be responsible for the resulting charges on your Davenport student account.
 REMEMBER TO COMPLETE THE PAYMENT PROCESS at www.davenport.edu

Previous Balance:	\$0.00
Current Term Balance:	\$1,811.00
Amount Due:	\$1,811.00
Future Balance:	\$0.00

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[Back to Home Tab](#)

Account Summary by Term

518272368 Jill M. McKeon
Apr 19, 2013 12:42 pm

Anticipated third party contract payments, financial aid, and memos are NOT included in this summary.

Summary

Account Balance: \$1,851.00

Spring/Summer 2013

Detail Code	Description	Charge	Payment	Balance
ACH	ACH Fee	\$40.00		\$40.00
RG17	Registration Fee - Midland	\$125.00		\$125.00
SA17	Student Activity Fee-Midland	\$25.00		\$25.00
TF17	Technology Fee - Midland	\$65.00		\$65.00
TS17	Tuition-Spring-Midland	\$1,596.00		\$1,596.00
Term Charges:		\$1,851.00		
Term Credits and Payments:			\$0.00	
Term Balance:				\$1,851.00

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Confirming Your Textbook Order - 024330243 / 0368370

Monday, April 29, 2013 7:30 PM

From: "Do Not Reply" <VB@news.mbsbooks.com>

To: jllmckn@yahoo.com

We acknowledge your order, dated 04/29/13 for:

Course	ISBN	Title	Condition	Price
ACCT350	0-912503-38-6	Systems Understanding Aid (New Only)	New	\$61.00
ACCT350	0-07-802533-8	Accounting Information Systems	New	\$152.75
			SubTotal:	\$213.75
			Shipping:	\$0.00
			Tax:	\$0.00
			Total Order:	\$213.75

Payment Method: Discover

Your order will be shipped via Free Ground Shipping to:

JILL MCKEON

691 E NEUMAN RD

PINCONNING MI 48650-9425

You may owe sales tax in your state. [Learn more.](#)

Thank you for your order.

MBS Direct - Textbook Distribution Partner with DAVENPORT UNIVERSITY

If you have any concerns or questions, please contact our Customer Contact Center at vb@mbsbooks.com.

NRZZORDACK:VBHDR:VBORDACK:024330243

-25-

ACCT201	Accounting Foundations I	4 cr.
ACCT202	Accounting Foundations II	4 cr.
ACCT220	Accounting Information Technology	3 cr.
BITS211	Microcomputer Applications: Spreadsheet	3 cr.
BUSN120	Introduction to Business	3 cr.
BUSN210	Professional Ethics	3 cr.
FINC211	Corporate Finance	3 cr.
LEGL210	Business Law Foundations	3 cr.
MGMT211	Management Foundations	3 cr.
MKTG211	Marketing Foundations	3 cr.

<p>ACCT380 - Accounting Information Systems - 3 cr.</p> <p>This course examines the information flow through accounting systems including documentation, the recording process, and financial statements. The use of internal controls in the accounting system is emphasized. Case studies will be used to analyze and evaluate accounting systems.</p> <p>Prerequisite(s): ACCT220 and ACCT301</p> <p>Close</p>	<p>42 cr.</p> <p>3 cr.</p> <p>4 cr.</p> <p>4 cr.</p> <p>3 cr.</p> <p>3 cr.</p>
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ACCT320	Auditing and Assurance Services	3 cr.
ACCT327	Accounting Information Systems	3 cr.
ACCT420	Government and Not-For-Profit Accounting	3 cr.
ACCT495	Accounting Issues and Research	4 cr.
BUSN488T	BBA Major Field Test	0 cr.

<p>Choose 12 credit hours of Accounting electives from list below or choose a specialty. Accounting Electives: [A]</p>	<p>12 cr.</p>
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RESOLUTION

NO. _____

BY: WAYS AND MEANS COMMITTEE 06/04/2013

RESOLVED: By this Board of Commissioners of Bay County, Michigan, that the following Budget Adjustments are hereby approved on 06/11/2013 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
2013-06-002	GENERAL FUND BOARD OF COMMISSIONERS PERSONNEL & EMPLOYEE RELATIONS Total GENERAL FUND		\$35,065	
	BUDGET FOR HEALTH EDUCATOR / ANALYST EMPLOYEE (PB06).			

Kim Coonan, Chairman W. & M. and Committee

Budget Adjustment Detail

Journal Request Number **2013-06-002**

Ref: HEALTH

Desc: HEALTH EDU

Eff Date: 06/11/2013

Org / Object	Description	I/D	Amount
GENERAL FUND			
BOARD OF COMMISSIONERS			
10110100 40001	FUND BALANCE	I	35,065
PERSONNEL & EMPLOYEE RELATIONS			
10127000 70300	SALARIES-ELECTED OR APPOINTED	I	24,093
10127000 71500	SOCIAL SECURITY	I	1,843
10127000 71600	HEALTH INSURANCE	I	6,417
10127000 71700	LIFE INSURANCE	I	43
10127000 71800	RETIREMENT	I	1,987
10127000 72001	SIF ADMINISTRATION	I	41
10127000 72100	WORKERS' COMPENSATION	I	352
10127000 72200	SICK AND ACCIDENT INSURANCE	I	159
10127000 72500	UNEMPLOYMENT COMPENSATION	I	130
Total GENERAL FUND			
			Favorable
			Unfavorable
			\$0
			\$35,065

Explanation

BUDGET FOR HEALTH EDUCATOR / ANALYST EMPLOYEE (PB06).

Analysis of General Fund Unreserved/Undesignated Fund Balance 2013

Report Date: 5/24/2013

Description	Journal Number	2,013 Fund Balance
Estimated Assigned Fund Balance or (Deficit)12/31/2012		\$5,406,615
Reverse previous years Committed Fund Balance *		\$0
		\$5,406,615
Assigned Fund Balance or (Deficit)		\$5,406,615
2013 Budgeted Surplus /(Deficit)		\$92,309
BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH MAY 2013		
Budget for Pinconning Park grant	13-01-0005	\$10,000
Budget for Prosecutor & Courts document management, workflow analysis	13-02-0133	-\$30,000
Budget for 5 year Recreation Plan	13-04-0237	-\$8,000
To budget for time clocks at the Juvenile Home	13-04-0004	-\$1,532
Adjust 2013 Civic Arena Proshop merchandise sales budget	13-05-0008	8,800
Update the District Court owi grant budget all under 10113731 org.	13-05-0012	-15,121
Budget adjustment closes out District Court 10113701 org all goes to 10113731	13-05-0011	-20,614
Increase Parks & Receptions Maintenance budget for Temporary Help	13-05-0009	-4,884
		-61,351
MAY 29, 2013		-61,351
Assigned Fund Balance or (Deficit) 5/29/2013		\$5,437,573



BAY COUNTY
FINANCE DEPARTMENT

Thomas L. Hickner
Bay County Executive

Crystal A. Hebert
Finance Officer
hebertc@baycounty.net

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

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

TO: Kim Coonan, Chairperson
Ways & Means Committee

FROM: Crystal Hebert *CH*
Finance Officer

RE: Executive Directive #2007-11

DATE: May 29, 2013

REQUEST:

Please place this memo on the June 4, 2013, agenda for your committee's information.

BACKGROUND:

On May 13, 2013, 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 2013 and/or 2014 appear to have no changes, except what is noted below:
 - A. The Bay County Community Corrections has received notice that the State of Michigan Department of Corrections Office of Parole and Probation Services Community Alternatives Grant beginning October 1, 2012, thru September 30, 2015, has been reduced to the following:

Grant for Bay County Community Corrections
27436481-53900
27436400-53900

Original Fiscal Year 10-01-2012 thru 9-30-15 Grant Award \$464,460
Revised Fiscal Year 10-01-2012 thru 9-30-15 Grant Award \$409,050
Amount of Grant Decrease \$ 55,410

Please note this budget reduction encompasses a three year time frame, which equals a cut of \$18,470 per year.

- B. The Division on Aging has received notice from Region VII Area on Aging that beginning fiscal year October 1, 2013 through September 30, 2014, a net total of \$24,163 will be reduced from the following grant programs:

Congregate Meals	(27667206)	(\$4,000)
Home Delivered Meals	(27667208)	(\$6,000)
Homemaking	(27667201)	(\$5,913)
Personal Care	(27661701)	+\$1,500
Health Promotion (exercise)	(27667232)	(\$4,000)
Caregiver Training	(27667204)	(\$1,750)
Case Coordination	(27667203)	<u>(\$4,000)</u>
		<u>(\$24,163)</u>

The Division on Aging Department Head has been working on a plan of action to address the anticipated reduction in funding in the 2014 budget.

A representative from Community Corrections and the Division on Aging will attend the Ways & Means Meeting.

RECOMMENDATION:

To receive.

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

BAY COUNTY BOARD OF COMMISSIONERS

6/11/13

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (6/4/13)

RESOLVED By the Bay County Board of Commissioners that the attached 2014 Budget

Schedule and Calendar is approved.

KIM COONAN, CHAIR
AND COMMITTEE

Finance Dept - 2014 Budget Schedule/Calendar

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

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

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____

AMENDED _____ CORRECTED _____ REFERRED _____

BAY COUNTY, MICHIGAN
2014 BUDGET SCHEDULE AND CALENDAR

Tuesday 4-Jun-13	WAYS AND MEANS COMMITTEE MEMBERS REVIEW AND APPROVE BUDGET SCHEDULE AND CALENDAR.
Tuesday 11-Jun-13	BOARD OF COMMISSIONERS REVIEW AND APPROVE BUDGET SCHEDULE AND CALENDAR.
Monday 24-Jun-13	DISTRIBUTE 2014 BUDGET PACKAGE AND FORMS TO DEPARTMENTS.
Tuesday 16-Jul-13	DEPARTMENTS TO SUBMIT COMPLETED 2014 BUDGET REQUEST ON LINE TO BUDGET DEPARTMENT FOR SUMMARIZATION.
Monday 12-Aug-13	BUDGET PREPARATION REPORT AVAILABLE FOR REVIEW.
Friday 13-Sep-13	PUBLISH AND POST NOTICE OF PUBLIC HEARING FOR THE 2014 BUDGET AND FOR THE PROPERTY TAX MILLAGE RATE PROPOSED TO BE LEVIED TO SUPPORT THE PROPOSED BUDGET.
Tuesday 1-Oct-13	COUNTY EXECUTIVE SUBMITS 2014 BUDGET TO THE BOARD OF COMMISSIONERS.
Tuesday 1-Oct-13	COUNTY EXECUTIVE SUBMITS 2014 BUDGET TO DEPARTMENT/DIVISION HEADS AND OTHER ELECTED OFFICIALS.
Tuesday 1-Oct-13	WAYS AND MEANS COMMITTEE REVIEWS BUDGET; ANNOUNCES PUBLIC HEARING FOR 2014 BUDGET TO BE HELD ON OCTOBER 8, 2013.
Tuesday 8-Oct-13	PUBLIC HEARING ON 2014 PROPOSED BUDGET AND FOR THE PROPERTY TAX MILLAGE RATE PROPOSED TO BE LEVIED TO SUPPORT THE PROPOSED BUDGET.
Tuesday 12-Nov-13	TENTATIVE ADOPTION OF THE 2014 BUDGET BY THE BAY COUNTY BOARD OF COMMISSIONERS.