

WAYS AND MEANS COMMITTEE

AGENDA

TUESDAY, JULY 2, 2013

4:00 P.M.

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

- | PAGE NO. | |
|----------|--|
| | I CALL TO ORDER |
| | II ROLL CALL |
| 1- 4 | III MINUTES (6/4/13) |
| | IV PUBLIC INPUT |
| | V PETITIONS AND COMMUNICATIONS |
| 5-14 | A. Director, Bay County Department of Water & Sewer - Bond Advance Request for Bay Area Water Treatment Plant (Seeking approval of advance of bond proceeds to cover payment for design engineering services - proposed resolution attached) |
| 15-16 | B. Executive Director, Region VII, Area Agency on Aging - Annual and Multi Year Implementation Plan (Seeking approval of Plan (separate attachment) - proposed resolution attached) |
| 17-18 | C. Probate & Juvenile Court Administrator - Family Drug Court and Juvenile Drug Court Programs (Seeking authorization to make application for grant funding; authorization for Board Chair to sign all necessary documents; approval of required budget adjustments - proposed resolution attached) |
| 19-20 | D. Bay County Sheriff - Justice Assistance Grant (Seeking authorization to make application for grant funding; authorization for Board Chair to sign all necessary documents; approval of required budget adjustments - proposed resolution attached) |
| 21-22 | E. Director of Division on Aging - Senior Community Service Employment Program Worksite Agreement (Seeking authorization to enter into agreements w/Region VII for FY 2013-2014; authorization for Board Chair to sign agts.; approval of budget adjustments, if required - proposed resolution attached) |
| | F. Health Department |
| 23-24 | 1. Children's Special Health Care Services (CSHCS) Program Supplemental Grant (Seeking authorization to make application for grant funds; authorization for Board Chair to sign all required documents; approval of required budget adjustments - proposed resolution attached) |

**WAYS AND MEANS COMMITTEE
MINUTES**

MEETING OF THE BAY COUNTY WAYS AND MEANS COMMITTEE HELD ON TUESDAY, JUNE 4, 2013, IN THE COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING.

**CALL TO ORDER BY CHAIR COONAN AT 4:05 P.M.
ROLL CALL:**

MOTION NO.

COMMISSIONERS PRESENT:	1	2	3	4	5	6	7	8	9	10	11	12
KIM J. COONAN, CHRMN P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	
DONALD J. TILLEY, V. CHRMN P	Y	S/Y	Y	M/Y	M/Y	S/Y	M/Y	S/Y	Y	M/Y	Y	
BRANDON KRAUSE P	S/Y	Y	S/Y	Y	Y	Y	Y	Y	Y	M/Y	Y	Y
VAUGHN J. BEGICK P	Y	Y	Y	Y	Y	Y	Y	Y	Y	S/Y	Y	M/Y
THOMAS M. HEREK	E	X	C	U	S	E	D					
MICHAEL E. LUTZ P	Y	Y	Y	S/Y	S/Y	Y	S/Y	Y	Y	S/Y	Y	
ERNIE KRYGIER, EX OFFICIO P	M/Y	M/Y	M/Y	Y	Y	M/Y	Y	M/Y	Y	Y	Y	S/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.FITZHUGH, C.HEBERT, T.QUINN, K.PRIESSNITZ, T.ROEHR, C.IZWORSKI, A.TEEPLES, L.OGAR, J.MILLER, T.STEWART, 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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**WAYS AND MEANS COMMITTEE
MINUTES
TUESDAY, JUNE 4, 2013
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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 MAY 7, 2013 WAYS AND MEANS COMMITTEE MEETING AS PRINTED.**

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

- 2** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE WIRELESS EMERGENCY NOTIFICATION SYSTEM (BAY ALERTS) SERVICE AGREEMENT (911 CENTRAL DISPATCH).**
- 3** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE AMENDMENT TO FY 2013 COMMUNITY CORRECTIONS COMPREHENSIVE PLANS AND SERVICES BUDGET (COMMUNITY CORRECTIONS PROGRAM).**

Board Chair Krygier noted that because of the reduction in grant funding a position has been cut from full time to part time and he questioned if funding is restored, will the position be upgraded to full time and the response was affirmative.

- 4** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE RECOMMENDED NEW RENTAL RATE FOR CONCRETE FLOOR AT THE CIVIC ARENA FOR SMALL SHOWS (CIVIC ARENA).**

Brief discussion centered on use of the Civic Arena in summer months which has been minimal but with the new \$750 rate, there may be more interest in rentals for smaller events. Non-profits receive a 50% discount. Commissioner Krause questioned use of the facility for summer sports, however, Robert Metcalfe, Civic Arena/Community Center Manager, noted that by the time hockey is finished at the Civic Arena, summer sports have usually found locations and most are outdoors. Committee Chair Coonan commented on the Wilder Road sign which was a nice addition that should prove helpful.

WAYS AND MEANS COMMITTEE

MINUTES

TUESDAY, JUNE 4, 2013

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MOTION NO.

- 5 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION IN SUPPORT OF GOLDEN HORIZON'S REQUEST FOR FUNDING FROM REGION VII AREA AGENCY ON AGING.**
- 6 **MOVED, SUPPORTED AND CARRIED TO RECEIVE TUITION REIMBURSEMENT INFORMATION ON JILL MCKEON FROM THE FINANCE DEPARTMENT (PERSONNEL DEPT.).**
- 7 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED BUDGET ADJUSTMENT RESOLUTION (FINANCE DEPT.).**
- 8 **MOVED, SUPPORTED AND CARRIED TO RECEIVE ANALYSIS OF GENERAL FUND UNRESERVED/UNDESIGNATED FUND BALANCE 2013 (FINANCE DEPT.)**
- 9 **MOVED, SUPPORTED AND CARRIED TO RECEIVE EXECUTIVE DIRECTIVE #2007-11 (FINANCE DEPT.).**
- 10 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE 2014 BUDGET SCHEDULE AND CALENDAR (FINANCE DEPT.).**

Board Chair Krygier commented on the upcoming 7th annual Beach Wellness event and associated activities. The YMCA will be involved in the volleyball tournaments which may become a premier future event that may stand on its own. He encouraged the public to participate in the various events to include 5K run/walk, 10K run as well as volleyball.

Board Chair Krygier wished to have Laura Ogar, Bay County's Director of Environmental Affairs/Community Development, update the Committee on a recent meeting with the DEQ and Ducks Unlimited. Ms. Ogar noted the meeting centered on wetlands. Wetlands in our area are a problem for homeowners. Development of property will be a problem in the future with mitigation requirements. Further discussion on this issue will be required. This meeting was sponsored by the Partnership for Saginaw Bay which is a non profit organization designated by the DEQ to act as an advisory group. Membership was questioned and Ms. Ogar advised that information relative to the group is sketchy, there is no available information on direct contact and they are not easy to find, but advised the members are

WAYS AND MEANS COMMITTEE

MINUTES

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MOTION NO.

appointed by the DEQ and she believed there is a \$25 membership fee. Board Chair Krygier cautioned that everyone must pay attention - this group did not want to discuss water issues, their focus is fish and wildlife habitat. Commissioner Begick concurred that there is too much emphasis by the State on wetlands - there must be balance between wetlands and tourism.

There being no further business, it was

11 MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:25 P.M.).

Submitted by:

Deanne Berger

**Deanne Berger
Board Coordinator**

**BAY COUNTY DEPARTMENT OF WATER AND SEWER
MEMORANDUM**

Date: June 26, 2013

To: Kim Coonan, Chairman, Ways and Means Committee

CC: Crystal Hebert, Ernie Krieger, Tom Hickner, Jim Marter

From: Thomas W. Paige, Director, Bay County Department of Water and Sewer 

RE: Bond Advance Request for Bay Area Water Treatment Plant

Background:

Resolution 2013-108 adopted on June 18, 2013 by the Bay County Board of Commissioners provides authorization for the County to advance a portion of the costs of the Bay Area Water Treatment Plant and Raw Water Transmission Mains System prior to issuance of bonds to finance the project. Advances will be repaid to the County from proceeds of the Bonds upon issuance of said Bonds. It is anticipated that bonds will be issued in September 2013. Bonds will be issued through the Drinking Water Revolving Fund and the Local Government Loan Program. The project has moved into the bid phase with Invitations to Bid advertised on June 5, 2013 and the bid openings scheduled for July 10, 2013.

Finance & Economics:

The Department of Water and Sewer respectfully requests an advance per terms of BOC Resolution 2013-108 for payment of 2 CDM Smith invoices in the total amount of \$1,430,000 for design engineering services for the Bay Area Water Treatment Plant. These invoices represent 55% of the project design cost of \$2,600,000.

Recommendation:

Authorize and approve an advance of bond proceeds per Resolution 2013-108 in the amount of \$1,430,000 to the Bay County Department of Water and Sewer for payment of 2 CDM Smith invoices for design engineering services for the Bay Area Water Treatment Plant and Raw Water Transmission Mains, such advance to be repaid from proceeds of the Bonds upon the issuance thereof.



CDM Smith Michigan Inc.
One Woodward Avenue, Suite 1500
Detroit, Michigan 48226
tel: 313.963.1313
fax: 313.963.3130

April 1, 2013

Mr. Tom Paige, Director
Bay County Department of Water and Sewer
3933 Patterson Road
Bay City, MI 48706

Subject: Bay Area WTP Design
Progress Report for Invoice No. 1

Dear Mr. Paige:

We are pleased to provide you with the Progress Report for services for March, 2013. This report contains project status information. The cost information for this period is provided in this report.

Project Highlights

- Project kickoff meeting completed
- Site and raw water transmission survey and base drawings completed
- Geotechnical borings and draft report completed
- Draft Basis of Design report completed and submitted
- Siemens membrane proposal comments completed and transmitted
- SMMWSC modeling requirements specified
- Bay Area distribution system modeling requirements specified
- Site MDEQ meeting held to discuss wetlands and floodplain requirements
- Project 20% cost estimate prepared

Tasks Performed

This invoice includes work related to the design of the new Bay Area WTP. The following table highlights work on all tasks, and notes those that are complete and included in this invoice:





Mr. Tom Paige
 Bay Area WTP Progress Report No. 1
 April 1, 2013
 Page 2

Tasks 1 – Membrane Procurement	Work Performed
1.1 Review Procurement Documents	Complete
1.2 Administer Supply Process	
1.3 Evaluation Supply Package	
1.4 Evaluate Supplier Submittals	
Task 2 – Basis of Design Report	Work Performed
2.1 Additional Data Collection	Survey and geotechnical borings prepared
2.2 Membrane Treatment Design TM	Draft TM prepared and submitted.
2.3 Plant Hydraulics TM	Draft TM prepared and submitted.
2.4 Civil/Site Design TM	Draft TM prepared and submitted.
2.5 Disinfection Study TM	Draft TM prepared and submitted.
2.6 Geotechnical and Structural Design TM	Draft TM prepared and submitted.
2.7 HVAC/Plumbing/Fire Protection TM	Draft TM prepared and submitted.
2.8 Architectural Design TM	Draft TM prepared and submitted.
2.9 Electrical and Instrumentation Design TM	Draft TM prepared and submitted.
2.10 Prepare Basis of Design Report	Draft Basis of Design provided on March 28, 2013.



Mr. Tom Paige
 Bay Area WTP Progress Report No. 1
 April 1, 2013
 Page 3

Task 3 – Detailed Design		Work Performed
3.1 Detailed Design	Design documents underway	
3.2 Final Design	Task not started	
3.3 Permitting	Preliminary permitting work underway.	
3.4 Bidding and Award Support	Task not started	
Task 4 – Construction Services		Work Performed
All Tasks	Tasks not started.	
Task 5 – Project Management		Work Performed
Meetings	Kickoff and progress meetings performed.	
Reporting	Project reporting and project schedule developed	

Scheduled Personnel

The key CDM staff members remain active in the project are listed below. Other CDM personnel may be used depending on the submittals being reviewed or work being performed.

Expected Function	
Mark TenBroek	Client Services Manager.
Grant Gartrell	Project Manager
Randy Rogers	Lead Practitioner
Mark Ryan	Design Manager
Mark White	Membrane Specialist
Mike Taylor	Hydraulic Designer
Erich Klun	Civil Site Designer

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Mr. Tom Paige
Bay Area WTP Progress Report No. 1
April 1, 2013
Page 4

Expected Function	
Dave Tucker	Electrical Designer
Ian Stott	HVAC/MEP
Steve Boden	Constructability
Ed Galindo	Architecture
Wendell Yang	Structural
Janice Skadsen	Permitting

Invoice Amount

The amount that we are invoicing for this period, \$780,000, is 30% of the Lump Sum project total of \$2,600,000.

If you have any questions with regard to the information contained in this progress report feel free to call me at 313.230.5615.

Very truly yours

Mark TenBroek, P.E.
Vice President
CDM Smith Michigan Inc.

cc: Grant Gartrell, CDM Smith
T. Blinn, CDM SMith
File

Invoice #1



CDM Smith Michigan Inc.
One Woodward Avenue, Suite 1500
Detroit, Michigan 48226
tel: 313.963.1313
fax: 313.963.3130

April 30, 2013

Mr. Tom Paige, Director
Bay County Department of Water and Sewer
3933 Patterson Road
Bay City, MI 48706

Subject: Bay Area WTP Design
Progress Report for Invoice No. 2

Dear Mr. Paige:

We are pleased to provide you with the Progress Report for services for April 2013. This report contains project status information. The cost information for this period is provided in this report.

Project Highlights

- Held a pre-permit application meeting with MDEQ on April 3, 2013 the existing Bay City WTP site. This meeting determined that a wetlands permit is not required.
- Project design documents submitted to MDEQ on schedule, April 10, 2012.
- Conducted 60% design workshop at Bay County on April 16 & 17, 2013.
- Met with Bangor Township code officials and township manager on April 17, 2013 to review the project with them, confirm applicable building and fire code requirements pertinent to the design, and to identify the township's permitting requirements.
- Held operations meeting with SMMWSC and design staff on April 17, 2013. Reviewed transmission system flows and pressures, and defined transient analysis required.
- Siemens revised membrane proposal reviewed and final terms being negotiated.
- Project 60% draft opinion of probable cost prepared.





Mr. Tom Paige
 Bay Area WTP Progress Report No. 2
 April 30, 2013
 Page 2

Tasks Performed

This invoice includes work related to the design of the new Bay Area WTP and Raw Water Transmission Mains. The following table highlights work on all tasks, and notes those that are complete and included in this invoice:

Tasks 1 – Membrane Procurement		Work Performed
1.1 Review Procurement Documents	Complete	
1.2 Administer Supply Process	Work underway.	
1.3 Evaluation Supply Package	Work underway.	
1.4 Evaluate Supplier Submittals		
Task 2 – Basis of Design Report		Work Performed
2.1 Additional Data Collection	Geotechnical report prepared and incorporated into the project specifications.	
2.2 Membrane Treatment Design TM	Draft TM prepared and submitted. Finalized with client and internal comments.	
2.3 Plant Hydraulics TM	Draft TM prepared and submitted. Finalized with client and internal comments.	
2.4 Civil/Site Design TM	Draft TM prepared and submitted. Finalized with client and internal comments.	
2.5 Disinfection Study TM	Draft TM prepared and submitted. Finalized with client and internal comments.	
2.6 Geotechnical and Structural Design TM	Draft TM prepared and submitted. Finalized with client and internal comments.	
2.7 HVAC/Plumbing/Fire Protection TM	Draft TM prepared and submitted. Finalized with client and internal comments.	
2.8 Architectural	Draft TM prepared and submitted.	

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Mr. Tom Paige
 Bay Area WTP Progress Report No. 2
 April 30, 2013
 Page 3

Design TM	
2.9 Electrical and Instrumentation Design TM	Draft TM prepared and submitted. Finalized with client and internal comments.
2.10 Prepare Basis of Design Report	Draft Basis of Design provided on March 28, 2013. The Basis of Design has been finalized ..
Task 3 – Detailed Design	Work Performed
3.1 Detailed Design	Design documents underway. The 60% design documents were provided to MDEQ, and reviewed at our April 16 – 17, 2013 design workshop.
3.2 Final Design	Final design underway.
3.3 Permitting	Permit identification completed. Surface discharge permit, building permit, fire protection requirements, stormwater detention and control permit investigated and addressing requirements in design documents.
3.4 Bidding and Award Support	Task not started
Task 4 – Construction Services	Work Performed
All Tasks	Tasks not started.
Task 5 – Project Management	Work Performed
Meetings	Kickoff and weekly progress meetings during design process performed April 16-17, 2013.
Reporting	Project reporting and project schedule developed. Progress report and invoice #1 submitted to Bay County.

Scheduled Personnel

The key CDM staff members remain active in the project are listed below. Other CDM personnel may be used depending on the submittals being reviewed or work being performed.

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Mr. Tom Paige
Bay Area WTP Progress Report No. 2
April 30, 2013
Page 4

Expected Function	
Mark TenBroek	Client Services Manager.
Grant Gartrell	Project Manager
Randy Rogers	Lead Practitioner
Mark Ryan	Design Manager
Mark White	Membrane Specialist
Mike Taylor	Hydraulic Designer
Erich Klun	Civil Site Designer
Dave Tucker	Electrical Designer
Ian Stott	HVAC/MEP
Steve Boden	Constructability
Ed Galindo	Architecture
Wendell Yang	Structural
Janice Skadsen	Permitting



Mr. Tom Paige
Bay Area WTP Progress Report No. 2
April 30, 2013
Page 5

Invoice Amount

The amount that we are invoicing for this period, \$650,000, is 25% of the Lump Sum project total of \$2,600,000. Total billings to date are \$1,430,000, a total of 55% of the project design budget.

If you have any questions with regard to the information contained in this progress report feel free to call me at 313.230.5615.

Very truly yours

A handwritten signature in black ink, appearing to read "Mark TenBroek".

Mark TenBroek, P.E.
Vice President
CDM Smith Michigan Inc.

cc: Grant Gartrell, CDM Smith
T. Blinn, CDM Smith
File

Invoice #2



REGION VII AREA AGENCY ON AGING

YVONNE CORBAT, CHAIR

ANDREW ORVOSH, EXECUTIVE DIRECTOR

Ernie Krygier, Chair
Bay County Building
Suite 405
515 Center Avenue
Bay City, Michigan 48708-5125

June 19, 2013

Dear Commissioner Krygier,

Enclosed for review and adoption by your County Board of Commissioners is a copy of Region VII Area Agency on Aging's proposed Annual and Multi-Year Implementation Plan for Fiscal Years 2014-2016. After review, you are respectfully requested to forward to Region VII Area Agency on Aging a letter of support or resolution for the plan.

Region VII Area Agency on Aging is requesting this response by August 1, 2013 at 5 p.m. If a response is not received by this date, we will consider the plan to be passively approved by your Board.

This plan is also available for review on the agency's website: www.region7aaa.org. If you would like a representative from Region VII AAA to be available to answer questions from your Commissioners, please contact us.

Sincerely,

Andrew J. Orvosh
Executive Director

AO/aj

Enclosure

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

BAY COUNTY BOARD OF COMMISSIONERS
7/9/13

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/2/13)

WHEREAS, Region VII Area Agency on Aging submitted it's proposed Annual and Multi Year Implementation Plan for Fiscal Years 2014-2016 which is on file in the Board of Commissioners Office; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners hereby approves and supports the Region VII Area Agency on Aging Annual and Multi Year Implementation Plan for Fiscal Years 2014-2016.

KIM COONAN, CHAIR
AND COMMITTEE

RegionVIIAAA2014-2016 Annual & Multi Year Implementation Plan

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 _____

June 6, 2013

Commissioner Kim Coonan, Chair
Ways & Means Committee
Board of Commissioners
515 Center Avenue
Bay City, MI 48708

Commissioner Coonan:

The Probate & Juvenile Court wishes to apply for 2 grants through the State Court Administrative Office for a Family Drug Court Program and a Juvenile Drug Court program. The funding would be used to continue our Drug Courts for substance-abusing adults who are involved with the family court due to child abuse and/or neglect issues and for juvenile who are involved with the court and have a substance abuse issue.

These are annual grants that we have sought funding from in previous years and have been granted funding. While there is no local match required, nearly \$100,000 is contributed to the Family Drug Court from area agencies such as Riverhaven Coordinating Agency and the local Department of Human Services as in-kind contributions. The Child Care Fund is also utilized with both programs, helping to defray costs to the county.

We respectfully request that the Ways & Means Committee support our application and recommend that the Board of Commissioners do the same and authorize the Probate & Juvenile Court to file the applications and the Board Chairman to sign any documents in conjunction with the applications and subsequent agreements.

Thank you for your consideration.

Sincerely,

Marge Marchlewicz
Court Administrator
Bay County Probate & Juvenile Courts

BAY COUNTY BOARD OF COMMISSIONERS

4/10/12

RESOLUTION

- BY: WAYS AND MEANS COMMITTEE (4/3/12)
- WHEREAS, The Bay County Probate & Juvenile Court again wishes to make application for grant funding through the State Court Administrative Office for a Family Drug Court Program and a Juvenile Drug Court Program; and
- WHEREAS, The grant funding would be used to continue the Drug Courts for substance-abusing adults who are involved with the family court due to child abuse and/or neglect issues and for juveniles who are involved with the court and have substance abuse issue; and
- WHEREAS, These are annual grants applied for previously and while there is no local match required, nearly \$100,000 is contributed to the Family Drug Court from area agencies such as Riverhaven Coordinating Agency and the local Department of Human Services as in-kind contributions. The Child Care Fund is also utilized with both programs, helping to defray costs to the county; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners authorizes the Bay County Probate & Juvenile Court to file the grant applications to continue the Family Drug Court and the Juvenile Drug Court; 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.

KIM COONAN, CHAIR
AND COMMITTEE

Probate Court - Family & Juvenile Drug Court Program Grants

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 _____

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John E. Miller
Sheriff Of Bay County

Michael T. Janiskee
Undersheriff

Troy A. Stewart
Jail Administrator



DATE: June 26, 2013

TO: Commissioner Kim Coonan
Chairman, Ways and Means Committee
Bay County Board of Commissioners

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

REF: Justice Assistance Grant

BACKGROUND: The Justice Assistance Grant (JAG) Program is a primary provider of federal criminal justice funding to state and local jurisdictions which we have utilized in the past. This year's allocation is \$16,923.00 and once again it will be shared 50/50 with the Bay City Police Department. Funds will be utilized for Law Enforcement Equipment in accordance to grant stipulations.

FINANCE/ECONIMICS: There will be no matching funds required and all funds received will be administered through Bay County.

RECOMMENDATIONS: I am requesting approval for Juli Reynolds to proceed with the JAG Grant application as the designee/contact person. I am further requesting the approval of the Board of Commissioners and the authorization for the Chairman to sign all necessary documents. I would also request that upon receipt of the funding the finance department set up appropriate measures to disperse the funds.

CC: Ernie Krygier, Chairman Bay County Board of Commissioners
Juli Reynolds, Director Juvenile Home/Community Services
Troy R. Cunningham, Undersheriff
Crystal Hebert, Finance Officer
Kim Priessnitz, Assistant Finance Officer
File Copy

ls/W&M.JAG Grant-13

Phone: (989) 895-4050

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

Fax: (989) 895-4058



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BAY COUNTY BOARD OF COMMISSIONERS

7/9/13

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/2/13)

WHEREAS, The Justice Assistance Grant (JAG) Program is the primary provider of federal criminal justice funding to state and local jurisdictions which has been utilized by the Bay County Sheriff Department in the past; and

WHEREAS, This year's allocation is \$16,923 and this funding will be shared 50/50 with the Bay City Police Department and the funds will be utilized for law enforcement equipment in accordance with grant stipulations; and

WHEREAS, There are no matching funds required and the grant funds will be administered through Bay County; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes Juli Reynolds to proceed with the JAG Grant application as the designee/contact person; 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.

KIM COONAN, CHAIR
AND COMMITTEE

Sheriff - 2013 JAG Grant

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 _____

Thomas L. Hickner
Bay County Executive

Tammy Roehrs
Director



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

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

To: Kim Coonan, Chairman, Ways and Means Committee

From: Tammy Roehrs, Division on Aging Director

Date: June 18, 2013

RE: Request Permission to renew the Senior Community Service Employment Program
Worksite Agreement (Title V) for fiscal year July 1, 2013 through June 30, 2014.

BACKGROUND:

Region VII Area Agency on Aging has a grant for senior employment, known as the Senior Community Services Employment Program. The grant provides funding for part-time workers age 55+, employed by Region VII. The County of Bay has provided work settings for these individuals in a variety of Departments, including the Division on Aging, Health Dept., Building and Grounds, and the Civic Arena.

FINANCE AND ECONOMICS:

There is a matching requirement of host agencies, but Region VII accepts an in-kind match for this program.

RECOMMENDATION:

Upon favorable review by Corporation Counsel, the Division on Aging recommends entering into these agreements with Region VII Area Agency on Aging for fiscal year July 1, 2013 through June 30, 2014 for all of our SCSEP sites. All budget revisions resulting from this application are considered approved.

Cc: Joel Strasz
Tom Hickner
Marty Fitzhugh
Rick Pabalis

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BAY COUNTY BOARD OF COMMISSIONERS

07/9/13

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/2/13)

WHEREAS, Region VII Area Agency on Aging has a grant for senior employment, known as the Senior Community Services Employment Program; and

WHEREAS, This grant provides funding for part-time workers age 55+, employed by Region VII; and

WHEREAS, The County of Bay has provided and wishes to continue to provide work settings for these individuals in a variety of Departments including the Bay County Division on Aging, Health Department, Civic Arena, Building and Grounds; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Agreements with Region VII Area Agency on Aging for fiscal year July 1, 2013 through June 30, 2014 for all the SCSEP sites and authorizes the Board Chairman to sign the Title V Agreements for FY 2013-2014 on behalf of Bay County, subject to legal review/approval; Be It Further

RESOLVED That all budget adjustments related to these agreements are approved.

KIM COONAN, CHAIR AND COMMITTEE

DOA - Title V Agreements

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 _____

- 23 -



Thomas L. Hickner
Bay County Executive



Joel Strasz, MA
Health Director

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

To: Kim Coonan, Chairman, Ways and Means Committee

From: Tracy Metcalfe, Community Health Educator/Analyst

Date: June 19, 2013

RE: Request Permission to Apply to the Children's Special Health Care Services (CSHCS) Program Supplemental Grant to Expand Outreach Efforts for Bay County's Local CSHCS Program.

BACKGROUND: The Bay County Health Department provides services to families that have child/children with special health care needs. At this time, there are over 300 families in Bay County that are eligible to receive this service, yet many are not aware of it and those that are do not know about all the services they can receive. The purpose of this mini grant is to increase outreach efforts to families in the local community as well as to increase feedback to local Health Departments regarding their local CSHCS program.

FINANCE AND ECONOMICS:

There are no financial considerations, as all costs associated with the project are included in the grant application.

RECOMMENDATION:

The Health Department recommends approval to seek funding from the Michigan Department of Community Health for this purpose, as well as approval of any and all agreements and budget adjustments related to this grant.

CC: Joel Strasz, Interim Health Director
Thomas Hickner, County Executive
Martha Fitzhugh, Corporation Counsel
Crystal Hebert, Finance
Kim Priessnitz, Finance

BAY COUNTY BOARD OF COMMISSIONERS

7/9/13

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/2/13)

WHEREAS, The Bay County Health Department provides services to families that have child/children with special health care needs and, at this time, there are over 300 families in Bay County that are eligible to receive this service but many families that are unaware of the services available to them; and

WHEREAS, Grant funding is available through the Children’s Special Health Care Services (CSHCS) Program Supplemental Grant to expand outreach efforts for Bay County’s local CSHCS Program and to increase feedback to local Health Departments regarding their local CSHCS Program; and

WHEREAS, There is no local cash match required as all costs associated with the project are included in the grant application; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes the Bay County Health Department make application to the Michigan Department of Community Health for a Children’s Special Health Care Services (CAHCA) Program Supplemental Grant; Be It Further

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

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

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

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

KIM COONAN, CHAIR
AND COMMITTEE

Health Dept. - CSHCS Program Supplemental Grant

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 _____

-24-



Thomas L. Hickner
Bay County Executive



Joel R. Strasz
Interim Health Director

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

TO: Kim Coonan, Chairperson, Ways and Means Committee
FROM: Joel R. Strasz, Interim Health Director
DATE: June 24, 2013
CC: Tom Hickner, Michael Gray, Marty Fitzhugh, Crystal Hebert, Kim Priessnitz,
RE: Request Permission to Apply for 2013 Local County Health Rankings Grant Opportunity

BACKGROUND:

The Michigan Association for Local Public Health (MALPH) has recently announced a small grant opportunity (\$1,000) to local Health Departments to use the 2013 County Health Rankings to generate action to improve health within local communities. Grant funding will be used to host an event with the local business partners to educate them about the County Health Rankings, the Bay County Community Health Assessment, the Bay County Community Health Improvement Plan, and encourage consideration of a health-in-all-policies approach when considering new policy decisions.

FINANCIAL CONSIDERATIONS:

There are no financial considerations, as all costs associated with the project are included in the grant application.

RECOMMENDATION:

The Health Department recommends approval to seek funding from MALPH for this purpose, as well as approval of any and all agreements and budget adjustments related to this grant.

BAY COUNTY BOARD OF COMMISSIONERS

7/9/13

RESOLUTION

- BY: WAYS AND MEANS COMMITTEE (7/2/13)
- WHEREAS, The Michigan Association for Local Public Health (MALPH) has recently announced a small grant opportunity (\$1,000) to local Health Departments to use the 2013 County Health Rankings to generate action to improve health within local communities; and
- WHEREAS, Grant funding will be used to host an event with the local business partners to educate them about the County Health Rankings, the Bay County Community Health Assessment, the Bay County Community Health Improvement Plan, and to encourage consideration of a health-in-all-policies approach when considering new policy decisions; and
- WHEREAS, There is no local match requirement as all costs association with the project are included in the grant application; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners authorizes the Bay County Health Department to make application for a 2013 Local County Health Rankings Grant; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute the grant documents (application, grant award, all related required documents) on behalf of Bay County following legal review/approval; Be It Further
- RESOLVED That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Further
- RESOLVED That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County; Be It Finally
- RESOLVED That related budget adjustments, if required, are approved.

KIM COONAN, CHAIR
AND COMMITTEE

Health Dept. - Health Rankings Grant

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 _____

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**BAY COUNTY
BUILDINGS & GROUNDS DIVISION**

Thomas L. Hickner
County Executive

Richard C. Pabalis
Superintendent of Buildings & Grounds
pabalisc@baycounty.net

TO: KIM COONAN
WAYS AND MEANS CHAIRMAN

FROM: RICHARD PABALIS *RP*
SUPERINTENDENT OF BUILDINGS & GROUNDS

DATE: JUNE 25, 2013

RE: AAON ROOF TOP UNITS @ COURT FACILITY & 9-1-1

REQUEST:

Approve funding to replace all four control systems for the Court Facility AAON HVAC units. One unit is for 911-Central Dispatch which has their own funding source. The other three (3) units are for the Court Facility. Estimated cost for the three (3) units at the Court Facility is \$30,000 requested to come from the General Fund.

BACKGROUND:

The control boards in all four roof top units are not functioning properly. We have been keeping them going for the past several years, but parts are no longer made or available. The idea of doing one a year is not feasible. We are going to have a break down because of a non-replaceable circuit board and the air conditioning or heating system is not going to function.

The new temperature control system will control gas burners, staged DX, duct and space static pressure, supply air temperature reset, mix air temperature controls, safety circuitry, outdoor air economizer functionality and damper control. The new controls will be tied into our desk computer and network for remote monitoring.

ECONOMICS:

The first unit for control replacement is 9-1-1, funding already approved in their 2013 budget. Funding for the remaining three (3) units will need to come from the General Fund Balance.

RECCOMENDATION:

Approve approximately \$30,000 from the General Fund Balance to repair the outdated and unreliable controls for the Court Facility and 9-1-1 roof top HVAC units. Bay County 9-1-1 currently has funding set aside for control replacement.

Cc: Michael Gray
Crystal Hebert

BAY COUNTY BOARD OF COMMISSIONERS

7/9/13

RESOLUTION

BY: WAYS AND MEANS COMMITTEE 97/2/13)

WHEREAS, The control boards in all four AAON HVAC roof top units at the Court Facility and 9-1-1 are not functioning properly and, due to their age, parts are no longer being made or are available and there will be a breakdown of the system in the not too distant future; and

WHEREAS, Funding has been budgeted in the 2013 9-1-1 budget, however, funding for the remaining three (3) units at the Court Facility has not been budgeted and is required in the amount of \$30,000; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes replacement of four control boards for the AAON HVAC roof top units at the Court Facility and 911 and hereby appropriates \$30,000 from Fund Balance to replace three (3) control systems for the Court Facility AAON HVAC roof top units (funds for the 9-1-1 unit have been budgeted for 2013); Be It Further

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

RESOLVED That related required budget adjustments are approved.

KIM COONAN, CHAIR
AND COMMITTEE

Bldgs & Grounds - AAON Roof Top Units @ Court Facility & 911

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
Personnel Director
quinnt@baycounty.net

TO: Kim Coonan, Chair
Bay County Ways and Means

FROM: Tim Quinn, Director of Personnel and Employee Relations 

DATE: June 26, 2013

SUBJECT: Contract Award

REQUEST:

To allow Bay County to enter into a five (5) year, five (5) month contract, with an optional five (5) year extension, for the Workers' Compensation/Employers Liability Third Party Administration (TPA) and Loss Control Services

BACKGROUND:

Upon expiration of the current contract for TPA services, RFQ/P was released, as permitted under Bay County's Purchasing Policy in May, 2013. Proposals from CMI, a York Risk Services Company and Underwriters Safety and Claims were opened in June, 2013.

Letters of Intent to Award have been released, but due to the time period set forth for appeals in the Purchasing policy, we will have further award details for the full board meeting on July 9, 2013. The current contract expires at the end of July, 2013,

RECOMMENDATION:

Authorize the County to enter into a five (5) year five (5) month contract, with an optional five (5) year extension, and authorize the Board Chair to sign any and all necessary documents subject to Corporation Counsel review and approval.

c: Tom Hickner, County Executive
Crystal Hebert, Finance Officer
Michael Gray, Assistant County Executive
Ernie Krygier, Chair, Board of Commissioners
Robert Redmond, Financial Analyst
Kimberly Priessnitz, Assistant Finance Officer
Marty Fitzhugh, Corporation Counsel

510 Corporation Counsel, 102, Bay City, MI 48708-5121
(989) 895-4098 • FAX (989) 895-2076 • TDD (Hearing Impaired) (989) 895-4049
Web: www.baycounty-mi.gov

RESOLUTION

NO. _____

BY: WAYS AND MEANS COMMITTEE 07/02/2013

RESOLVED: By this Board of Commissioners of Bay County, Michigan, that the following Budget Adjustments are hereby approved on 07/09/2013 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
2013-07-002	VETERANS' TRUST FUND VETERANS' TRUST BOARD Total VETERANS' TRUST FUND			X
	TO ADJUST VETERANS' TRUST FUND BUDGET. RECLASSIFY \$10,000. FROM THE FOOD EXPENDITURE LINE ITEM TO THE PUBLIC UTILITIES FOR VETERANS' ASSISTANCE.			
2013-07-003	GENERAL FUND BLDG AUTH-MH GRP HOME,ZIELINSK BLDG AUTH-MH GRP HOME,BANGOR Total GENERAL FUND			X
	TO BUDGET FOR A NEW ROOF AT BANGOR MENTAL HEALTH GROUP HOME.			
2013-07-004	GENERAL FUND PINCONNING PARK Total GENERAL FUND			X
	INCREASE PINCONNING PARK BUDGET \$985 FOR A CONTRIBUTION RECEIVED ON MAY 7TH, 2013 FROM BAY AREA COMMUNITY FOUNDATION. THE CONTRIBUTION IS TO BE USED FOR SAGINAW BAY FRONT BEAUTIFICATION.			
2013-07-005	GENERAL FUND BOARD OF COMMISSIONERS ROAD PATROL GRANT OCT-DEC Total GENERAL FUND	\$6,054		
	SECONDARY ROAD PATROL GRANT INCREASED \$8,994. THIS INCREASE WILL BE USED TO PURCHASE TWO EMERGENCY WARNING LIGHTS FOR THE SRP VEHICLES FOR \$2,940. THE REMAINDER OF THE FUNDS WILL BE APPLIED TO PERSONNEL COSTS.			
2013-07-006	GENERAL FUND ROAD PATROL GRANT OCT-DEC Total GENERAL FUND			X
	INCREASE THE SECONDARY ROAD PATROL (10113681) BUDGET \$4,220. FOR INSURANCE PROCEEDS RECEIVED FROM MICHIGAN MUNICIPAL			

Journal Request Number	Fund Involved Department Involved	Favorable Impact	Unfavorable Impact	No Impact
	RISK MANAGEMENT (MMRM) FOR DAMAGES TO A 2012 DODGE CHARGER.			

Kim Coonan, Chairman W. & M. and Committee

Budget Adjustment Detail

Journal Request Number **2013-07-002**

Ref: RECLAS

Desc: RECLASSIFY

Eff Date: 07/09/2013

Org / Object	Description	I/D	Amount
VETERANS' TRUST FUND VETERANS' TRUST BOARD			
29468300 74200	FOOD SUPPLIES	D	10,000
29468300 92000	PUBLIC UTILITIES	I	10,000
			Favorable Unfavorable
Total VETERANS' TRUST FUND			\$0 \$0

Explanation

TO ADJUST VETERANS' TRUST FUND BUDGET. RECLASSIFY \$10,000. FROM THE FOOD EXPENDITURE LINE ITEM TO THE PUBLIC UTILITIES FOR VETERANS' ASSISTANCE.

Budget Adjustment Detail

Journal Request Number **2013-07-003**

Ref: ROOF

Desc: BANGOR RF

Eff Date: 07/09/2013

Org / Object	Description	I/D	Amount
GENERAL FUND			
BLDG AUTH-MH GRP HOME,ZIELINSK			
10127909 93300	BLDG. REPAIR AND MAINTENANCE	D	2,000
BLDG AUTH-MH GRP HOME,BANGOR			
10127910 93300	BLDG. REPAIR AND MAINTENANCE	D	2,500
10127910 96720	BLDGS/BLDG ADD.& IMPROVE EXPEN	I	4,500
			Favorable
Total GENERAL FUND			\$0
			Unfavorable
			\$0

Explanation

TO BUDGET FOR A NEW ROOF AT BANGOR MENTAL HEALTH GROUP HOME.

Budget Adjustment Detail

Journal Request Number **2013-07-004**

Ref: PINCON

Desc: PINCONNING

Eff Date: 07/09/2013

Org / Object	Description	I/D	Amount
GENERAL FUND			
PINCONNING PARK			
10176300 67500	CONTRIBUTIONS FROM PVT SOURCES	I	985
10176300 93100	EQUIPMENT REPAIR & MAINTENANCE	I	885
10176300 96730	MACHINERY & EQUIPMENT EXPENSE	I	100
			Favorable
			Unfavorable
Total GENERAL FUND			\$0
			\$0

Explanation

INCREASE PINCONNING PARK BUDGET \$985 FOR A CONTRIBUTION RECEIVED ON MAY 7TH, 2013 FROM BAY AREA COMMUNITY FOUNDATION. THE CONTRIBUTION IS TO BE USED FOR SAGINAW BAY FRONT BEAUTIFICATION.

Budget Adjustment Detail

Journal Request Number **2013-07-005**

Ref: SECOND

Desc: SECONDARY

Eff Date: 07/09/2013

Org / Object	Description	I/D	Amount
GENERAL FUND			
BOARD OF COMMISSIONERS			
10110100 40001	FUND BALANCE	D	6,054
ROAD PATROL GRANT OCT-DEC			
10131681 53900	STATE GRANTS	I	8,994
10131681 98751	VEHICLE EQUIPMENT EXPENSE	I	2,940
Total GENERAL FUND		Favorable	Unfavorable
		\$6,054	\$0

Explanation

SECONDARY ROAD PATROL GRANT INCREASED \$8,994. THIS INCREASE WILL BE USED TO PURCHASE TWO EMERGENCY WARNING LIGHTS FOR THE SRP VEHICLES FOR \$2,940. THE REMAINDER OF THE FUNDS WILL BE APPLIED TO PERSONNEL COSTS.

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Budget Adjustment Detail

Journal Request Number **2013-07-006**

Ref: INSURA

Desc: INSURANCE

Eff Date: 07/09/2013

Org / Object	Description	I/D	Amount
GENERAL FUND			
ROAD PATROL GRANT OCT-DEC			
10131681 69600	INSURANCE RECOVERIES/PROCEEDS	I	4,220
10131681 93200	VEHICLE REPAIR & MAINTENANCE	I	4,220
			Favorable Unfavorable
Total GENERAL FUND			\$0 \$0

Explanation

INCREASE THE SECONDARY ROAD PATROL (10113681) BUDGET \$4,220. FOR INSURANCE PROCEEDS RECEIVED FROM MICHIGAN MUNICIPAL RISK MANAGEMENT (MMRM) FOR DAMAGES TO A 2012 DODGE CHARGER.

Analysis of General Fund Unreserved/Undesignated Fund Balance 2013

Report Date: 6/25/2013

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
		\$92,309
BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH JUNE 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
Budget for Health Educator/Analyst position under Personnel Department	13-06-0002	-35,065
Increase Risk Management budget for settlement of a claim	13-06-0056	-9,000
		-105,416
June 26, 2013		\$5,393,508
Assigned Fund Balance or (Deficit) 6/26/2013		\$5,393,508



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: June 26, 2013

REQUEST:

Please place this memo on the July 2, 2013, agenda for your committee's information.

BACKGROUND:

On June 11, 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 Sheriff has received notice that the 2013 Marine Safety Grant Agreement beginning January 1, 2013, thru December 31, 2013, has been reduced to the following:

2013 Marine Safety Grant
10133100-54300

2012 Marine Safety Grant
2013 Marine Safety Grant
Amount of Grant Decrease

\$ 22,000
\$ 17,493
\$ 4,507

- B. The Bay County Sheriff Department received notice that the Secondary Road Patrol and Accident Prevention Program Fund increased Bay County's portion an additional \$8,994. The revised total for fiscal year October 1, 2012, thru September 30, 2013, is \$134,910.

A representative from the Sheriff's Department will attend the Ways & Means Meeting.

RECOMMENDATION:

To receive.

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



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, Chairman
Ways and Means Committee

FROM: Crystal Hebert *CH*
Finance Officer

DATE: June 25, 2013

RE: Permission to sign Change Order for additional service efforts by Rehmann, not anticipated in the original agreement.

BACKGROUND: Due to the necessary implementation of GASB No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position* and GASB No. 65, *Items Previously Reported as Assets and Liabilities*, as well as adopting the provisions of the recently issued Clarity Standards, additional time for the 2012 Bay County audit was required by Rehmann, auditors for Bay County.

Due to the additional time required, a change order has been submitted for these services that were not within the scope of the original agreement.

FINANCE AND ECONOMICS: No request for General Fund dollars is necessary as funds exist within the budget to cover the estimated additional fees of up to \$4,500. The Finance Department has performed additional responsibilities relating to the audit in house, which resulted in savings on the original agreement.

RECOMMENDATION: The Finance Department recommends that the Board of Commissioners approve/sign the attached Change Order.

c: Tom Hickner, County Executive
Michael Gray, Assistant County Executive
Marty Fitzhugh, Corporation Counsel
Robert Redmond, Financial Analyst
Kim Priessnitz, Assistant Finance Officer

Attachment

515 Center Avenue, Suite 701, Bay City, MI 48708-5128
TEL (989) 895-4030 TDD (989) 895-4049 FAX (989) 895-4039
www.baycounty-mi.gov

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CHANGE ORDER

Client: Bay County

Date: May 15, 2013

Project Description:

Additional time that will be necessary to implement GASB No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position* and GASB No. 65, *Items Previously Reported as Assets and Liabilities*, as well as adopting the provisions of the recently issued Clarity Standards.

Potential additional time that may be necessary to implement the new group / component auditor requirements (where Rehmann is the *group auditor*) under the recently issued Clarity Standards.

Estimated Additional Fees: \$2,500 to \$4,500

We believe it is our responsibility to exceed the County's expectations. This Change Order is being prepared because performance by us of the above project and/or additional service efforts was not anticipated in our original proposal. The estimated fees for the above project have been mutually agreed upon by the County and Rehmann. It is our goal to ensure that the County is not surprised by the price for any Rehmann service, therefore, we have adopted the Change Order Policy. The estimated additional amount above is due and payable upon completion of the project described.

If management agrees with the above project description and the estimated fee amount, please authorize and date below. Thank you for letting us serve Bay County.

Agreed to and accepted by:

Authorized Signature

Printed Name

Title

Date

-41-

BAY COUNTY BOARD OF COMMISSIONERS

7/9/13

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (7/2/13)

WHEREAS, Due to the necessary implementation of GASB No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, and GASB No. 65, *Items Previously Reported as Assets and Liabilities*, as well as adopting the provisions of the recently issued Clarity Standards, additional time for the 2013 Bay County audit was required by Rehmann, auditors for Bay County; and

WHEREAS, Due to the additional time required, a change order has been submitted for these services that were not within the scope of the original agreement; and

WHEREAS, Due to the Finance Department assuming additional responsibilities in-house relating to the audit resulting in savings on the original agreement, no additional funds are requested as funds exist within the budget to cover the estimated additional fees of up to \$4,500; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Change Order for additional service efforts by Rehmann not anticipated in the original agreement and authorizes the Chairman of the Board to execute said Change Order on behalf of Bay County following legal review/approval; Be It Further

RESOLVED That related required budget adjustments are approved.

KIM COONAN, CHAIR
AND COMMITTEE

Finance - Rehmann Change Order

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 _____

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