

# WAYS AND MEANS COMMITTEE

## AGENDA

TUESDAY, NOVEMBER 5, 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 (10/1/13)
  - IV PUBLIC INPUT
  - V PETITIONS AND COMMUNICATIONS
- 5-28 A. Bond Counsel - Water Supply System Revenue Bonds, Series 2013-C (Seeking referral of attached resolution to 11/12/13 Board meeting for approval)
  - 29-32 B. Circuit Court Administrator - Swift and Sure Sanctions Program (Seeking approval to receive grant funds (\$387,150); authorization for Board Chair to sign required documents; approval of related budget adjustments - proposed resolution attached)
  - 33-34 C. Bay County Sheriff - Replacement Patrol Vehicle (Seeking fund balance appropriation from Fund Balance of \$23,297.43 for new patrol car; approval of required budget adjustments - proposed resolution attached)
  - 35-37 D. Financial Analyst - Purchasing Policy Amendments (Seeking approval of proposed amendments to Bay County Purchasing Policy dealing with minute, minimal, small and large purchase value ranges - proposed resolution attached)
  - 38-39 E. Mosquito Control Manager - Scrap Tire Grant (Seeking authorization to make application for \$3,000 grant funding; authorization for Board Chair to sign required documents; approval of related budget adjustments - proposed resolution attached)
  - F. Director, Division on Aging (Seeking approval of the following agreements; authorization for Board Chair to sign; approval of related budget adjustments - proposed resolution attached)
    - 40-41 1. Business Associate Agreement
    - 42-43 2. Purchase of Service Agreement
  - G. Superintendent of Buildings and Grounds
    - 44-45 1. New Welder Purchase (Seeking authorization to purchase 220 volt wire-feed welder, monies from scrap steel sale; approval of required budget adjustments - proposed resolution attached)
    - 46-47 2. Capital Improvement Purchases (Seeking fund balance appropriation of \$48,800 for various outlined purchases; approval of required budget adjustments - proposed resolution attached)

- 48-49 H. Recreation Supervisor - Community Center User Group Fee (**Seeking establishment of new user group fee hourly gym rate for Michigan Fastbreak Program - proposed resolution attached**)
- I. Health Director
- 50-51 1. Michigan Department of Community Health Innovation Grant (**Seeking authorization to make application for referred to grant funding; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached**)
- 52-53 2. National Association of County & City Health Officials (NACCHO) Grant Grant (**Seeking authorization to make application for referred to grant funding; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached**)
- 54-61 J. Wellness Coordinator - Recumbent Cross Trainer (**Seeking fund balance appropriation for purchase of recumbent cross trainer for Community Center weight room; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached**)
- 62-63 K. Personnel Director - Vacancy in Register of Deeds Office (**Seeking authorization to post/fill vacancy - proposed resolution attached**)
- L. Finance Director
- 64-72 1. Budget Adjustments (**Seeking referral of submitted budget adjustments to 11/12/13 Board meeting for approval**)
- 73 2. Analysis of General Fund Unreserved/Undesignated Fund Balance 2013 (**Receive**)
- 74 3. Executive Directive #2007-11 (**Receive**)

- VI REFERRALS
- VII UNFINISHED BUSINESS
- VIII NEW BUSINESS
- IX CLOSED SESSION (when requested)
- X MISCELLANEOUS
- XI ANNOUNCEMENTS
- XII ADJOURNMENT

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

**WAYS AND MEANS COMMITTEE  
MINUTES**

MEETING OF THE BAY COUNTY WAYS AND MEANS COMMITTEE HELD ON TUESDAY, OCTOBER 1, 2013, COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING.

CALL TO ORDER BY CHAIR COONAN AT 4:01 P.M.

**ROLL CALL:**

**MOTION NO.**

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

**MOTION NO.**

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

**MOTION NO.**

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

OTHERS PRESENT: T.HICKNER, M.FITZHUGH, K.PRIESSNITZ, T.QUINN, J.MILLER, R.BRZEZINSKI, C.IZWORSKI, R.MANZ, J.STRASZ, T.ROEHRSS,, M.MARCHLEWICZ, J.TAYLOR, 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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**MOTION NO.**

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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.baycounty-mi.gov/executive/videos](http://www.baycounty-mi.gov/executive/videos).

- 1**            **MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE SEPTEMBER 3, 2013 WAYS AND MEANS COMMITTEE MEETING AS PRINTED.**

Public input was called. Joel Strasz, Health Officer, advised of an upcoming smoke test survey which will be conducted on 10/8/13 in the Kawkawlin-Linwood area. There has been an odor in that area and it is hoped this test will detect any deficiencies (breaks, defects) in the lines. There is no odor connected to the smoke test and the material used is non-toxic.

The 2013-2014 Child Care Fund plan and budget was first on the agenda. Marge Marchlewicz, Probate Court Administrator, advised that there is no state funding cut-back anticipated at this time. While this is a 50/50 grant, consideration is being sought for a 75/25 split on home care funds. It was

- 2**            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE 2013-2014 CHILD CARE FUND PLAN AND BUDGET (PROBATE COURT).**
- 3**            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE 2013 DRAIN ASSESSMENTS (DRAIN OFFICE).**
- 4**            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE DELINQUENT TAX REVOLVING FUND 2014 TRANSFER OF \$1,175,000 (TREASURER).**
- 5**            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE HOUSEHOLD HAZARDOUS WASTE COLLECTION GRANT (HEALTH DEPARTMENT).**
- 6**            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE MICHIGAN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT FOOD SAFETY EDUCATION GRANT (HEALTH DEPARTMENT).**

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**MOTION NO.**

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- 7            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE A & D WAIVER CONTRACT (DIVISION ON AGING).**
- 8            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE FY2014 ELECTRONIC MONITORING CONTRACT (COMMUNITY CORRECTIONS).**
- 9            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) PROGRAM FOR FY2013-2014 (EMERGENCY SERVICES).**
- 10           **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE HOMELAND SECURITY GRANT PROGRAM ALLOCATION AND PASS-THROUGH ACCOUNT (EMERGENCY SERVICES).**
- 11           **MOVED, SUPPORTED AND CARRIED TO RECEIVE THE TUITION REIMBURSEMENT INFORMATION ON NICK PEARCY (ISD) (PERSONNEL DEPT.).**
- 12           **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE SUBMITTED HEALTH DEPARTMENT BUDGET ADJUSTMENT (FINANCE DEPT.).**
- 13           **MOVED, SUPPORTED AND CARRIED TO RECEIVE THE ANALYSIS OF GENERAL FUND UNRESERVED/UNDESIGNATED FUND BALANCE (FINANCE DEPT.).**
- 14           **MOVED, SUPPORTED AND CARRIED TO RECEIVE EXECUTIVE DIRECTIVE 2007-11 (FINANCE DEPT.).**
- 15           **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF REVISED FEE FOR TRAFFIC ACCIDENT REPORTS (SHERIFF DEPT.).**
- 16           **MOVED, SUPPORTED AND CARRIED TO REVISE THE FEE FOR TRAFFIC ACCIDENT REPORTS FROM \$20 TO \$15.50 ON COMPUTER AND \$11.00 AT THE COUNTER (SHERIFF DEPT.).**

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**MOTION NO.**

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- 17            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE 1 YEAR CONTRACT WITH CORRECTIONAL HEALTHCARE COMPANIES (CHC) FOR MEDICAL SERVICES AT THE SHERIFF DEPARTMENT AND THE JUVENILE HOME.**
- 18            **MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:23 P.M.).**

**Submitted by:**

*Deanne Berger*

**Deanne Berger  
Board Coordinator**

**BAY COUNTY BOARD OF COMMISSIONERS**

**11/12/13**

BOND RESOLUTION

Water Supply System Revenue Bonds, Series 2013-C

Minutes of a regular meeting of the Board of Commissioners of the County of Bay, Michigan (the "County"), held on the 12<sup>th</sup> day of November, 2013.

PRESENT: \_\_\_\_\_

\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following Bond Resolution (this "Resolution") was adopted by the Board of Commissioners of the County at a regular meeting duly called and held on Tuesday, November 12, 2013:

WHEREAS, this Board of Commissioners has previously determined that it is necessary to acquire and construct the Bay Area Water Treatment Plant and Raw Water Transmission Mains Project consisting of a 17.4 mgd membrane filtration water treatment plant and approximately two miles of 30-inch raw water transmission mains to connect the new water treatment plant to the Saginaw Midland Municipal Water Supply Corporation raw water supply system (the "Project") as part of the Bay Area Water Treatment Plant and Raw Water Transmission Mains System (the "System"); and

WHEREAS, the cost of acquiring and constructing the Project is estimated to be approximately Seventy-One Million Nine Hundred Ninety-Seven Thousand One Hundred Dollars (\$71,997,100); and

WHEREAS, pursuant to a resolution adopted by the Board of Commissioners of the County on August 20, 2013 (the "Series 2013 Bond Resolution"), the County has issued its Water Supply System Revenue Bonds, Series 2013-A, dated September 17, 2013, in the aggregate principal amount of \$12,000,000 (the "Series 2013-A Bonds") and its Water Supply System Revenue Bonds, Series 2013-B, dated October 2, 2013, in the aggregate principal amount of \$30,000,000 (the "Series 2013-B Bonds") to pay part of the cost of acquiring and constructing the Project; and

WHEREAS, the Series 2013 Bond Resolution authorizes the issuance of additional bonds of equal standing as the Series 2013-A Bonds and the Series 2013-B Bonds for the acquisition and construction of the Project if the County pledges its full faith and credit as additional security for the payment of the principal of and interest on the additional bonds when due; and

WHEREAS, the County desires to issue additional bonds, as authorized by the provisions of Act 342, Public Acts of 1939, as amended ("Act 342"), especially Section 7 thereof, and Act 94, Public Acts of 1933, as amended ("Act 94"), to pay part of the cost of acquiring and constructing the Project; and

WHEREAS, the County is authorized by the terms of Act 342 to enter into a contract with the Charter Township of Bangor, the City of Bay City, the Township of Beaver, the City of Essexville, the Township of Frankenlust, the Township of Fraser, the Charter Township of Hampton, the Township of Kawkawlin, the Township of Merritt, the Charter Township of Monitor, the City of Pinconning, the Charter Township of Portsmouth, and the Charter Township of Williams (collectively, the "Municipalities") for the acquisition and construction of the Project by the County and for payment of the use of the System, including the cost of the Project, by the Municipalities; and

WHEREAS, pursuant to authorization from their respective governing bodies, the County, acting through the Board of County Road Commissioners, and the Municipalities have entered into the Bay Area Water Treatment Plant and Raw Water Transmission Mains Project Contract, dated as of July 1, 2013 (the "Contract"); and

WHEREAS, this Board of Commissioners also has determined to sell the Series 2013-C Bonds in a private negotiated sale to the Michigan Finance Authority (the "Authority") as authorized by Act 227, Public Acts of Michigan, 1985, as amended ("Act 227"), and Executive Order No. 2010-2, in order to enable the Authority to provide assistance with respect to the Project from the proceeds of the State of Michigan Drinking Water Revolving Fund.

THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Bay, Michigan, as follows:

1. DEFINITIONS. Whenever used in this Resolution, except when otherwise indicated by the context:

(a) "Additional Bonds" means any additional bonds issued pursuant to Section 29 of the Series 2013 Bond Resolution and having equal standing with the Series 2013-A Bonds, the Series 2013-B Bonds and the Series 2013-C Bonds.

(b) "Board of Commissioners" means the Board of Commissioners of the County.

(c) "Bonds" means the Series 2013-A Bonds, the Series 2013-B Bonds and the Series 2013-C Bonds, together with any Additional Bonds.

(d) "Revenues" and "Net Revenues" shall be construed as defined in Section 3 of Act 94.

(e) "Series 2013-C Bonds" means the Water Supply System Revenue Bonds, Series 2013-C of the County authorized by this Resolution.

2. NECESSITY; PUBLIC PURPOSE; PROJECT COSTS; PERIOD OF USEFULNESS. It has been determined to be a necessary public purpose of the County to acquire and construct the Project and establish the System. The preliminary plans and specifications for the Project are on file with the County Clerk and have been approved and adopted. The County has adopted the estimate of 40 years as the period of usefulness of the Project and also the estimate of \$71,997,100 as the cost of the Project, both of which estimates are on file with the County Clerk.

3. SERIES 2013-C BONDS AUTHORIZED. To pay part of the cost of the Project, including payment of legal, financial and other expenses incidental thereto and incidental to the issuance and sale of the Series 2013-C Bonds, the County shall borrow the sum of Fifteen Million Dollars (\$15,000,000), and issue the Series 2013-C Bonds therefor pursuant to the provisions of Act 342, Act 94 and other applicable statutory provisions. The remaining cost of Project shall be paid by the County from proceeds of the Series 2013-A Bonds and the Series 2013-B Bonds, the issuance of Additional Bonds, federal or state grants and/or from funds on hand and legally available for such use.

4. SERIES 2013-C BOND DETAILS. The Series 2013-C Bonds shall be designated "Water Supply System Revenue Bonds, Series 2013-C"; shall be dated the date of their delivery thereof; shall be numbered from 1 upward; shall be fully registered; shall be in any denomination not exceeding the aggregate principal amount for each maturity at the option of the bondholder

(provided, however, that so long as the Series 2013-C Bonds are registered in the name of the Authority, the Series 2013-C Bonds may be in the form of a single bond in the denomination of \$15,000,000, with an exhibit attached thereto which identifies the annual maturities for the Series 2013-C Bonds and references herein to the Series 2013-C Bonds shall mean that single bond registered in the name of the Authority); shall bear interest at the rate of 2.50% per annum, or such lower rate as determined by the Chairperson of the Board of Commissioners, from the date of delivery of the various principal installments as hereinafter described, payable on such dates as shall be determined by the Chairperson of the Board of Commissioners; and shall mature on such dates and in such years and principal amounts as shall be determined by the Chairperson of the Board of Commissioners, provided that the final maturity date shall not be later than 30 years after the date on which the Series 2013-C Bonds are delivered to the original purchaser thereof.

The Series 2013-C Bonds are expected to be delivered to the Authority as the initial purchaser thereof in installments equal to the amounts advanced from time to time by the Authority to the County pursuant to the Series 2013-C Purchase Contract and the Supplemental Agreement (each as hereinafter defined).

5. PAYMENT OF PRINCIPAL AND INTEREST. The Series 2013-C Bonds and the interest thereon shall be payable from the Net Revenues, and to secure such payment, there is hereby created a statutory lien, upon the whole of the Net Revenues that shall be a first lien to continue until payment in full of the principal of and interest on all Bonds payable from the Net Revenues, or until sufficient cash or direct obligations of the United States of America or obligations the principal and interest of which are fully guaranteed by the United States of America, not redeemable at the option of the issuer thereof, the principal and interest payments on which, without reinvestment of interest, come due at such times and in such amounts as to be fully sufficient to pay, when due, the principal of and interest on all Bonds payable from the Net Revenues on their stated maturity date or earlier redemption, shall have been deposited in trust

for payment in full of such Bonds to their maturity or, if called for redemption, to the date fixed for redemption. Upon such deposit, the statutory lien herein created shall be terminated with respect to the Series 2013-C Bonds, the holders of such Series 2013-C Bonds shall have no further rights under the Series 2013 Bond Resolution or this Resolution except for payment from the deposited funds, and such Bonds no longer shall be considered to be outstanding under the Series 2013 Bond Resolution or this Resolution.

The principal of, premium, if any, and interest on the Series 2013-C Bonds shall be payable in lawful money of the United States. So long as the Series 2013-C Bonds are registered in the name of the Authority, the Series 2013-C Bonds are payable as to principal, redemption premium, if any, and interest at The Bank of New York Mellon Trust Company, N.A. or at such other place as shall be designated in writing to the County by the Authority (the "Authority's 2013-C Depository"). So long as the Authority is the owner of the Series 2013-C Bonds, the County agrees that it will deposit with the Authority's 2013-C Depository payments of the principal of, premium, if any, and interest on the Series 2013-C Bonds in immediately available funds at least five business days prior to the date on which any such payment is due, whether by maturity, redemption or otherwise. If the Series 2013-C Bonds are not registered in the name of the Authority, the principal of and premium, if any, on the Series 2013-C Bonds are payable upon the surrender thereof at the office of the bond registrar and paying agent and the interest is payable by check or draft mailed by the bond registrar and paying agent to the registered owner of the Series 2013-C Bonds at the address appearing on the registration books of the County kept by the bond registrar and paying agent as of the 15th day of the month preceding the month in which an interest payment is due.

6. PRIOR REDEMPTION. The Series 2013-C Bonds shall be subject to redemption prior to maturity upon the terms and conditions set forth in the form of Series 2013-C Bond set forth in Section 18 hereof.

7. BOND REGISTRAR AND PAYING AGENT. Until a successor is appointed by the Board of Commissioners, the County Treasurer shall be the bond registrar and paying agent for the Series 2013-C Bonds.

8. EXECUTION AND DELIVERY OF THE SERIES 2013-C BONDS. The Series 2013-C Bonds shall be executed in the name of the County by the manual or facsimile signatures of the Chairperson of the Board of Commissioners and the County Clerk and authenticated by the manual signature of the bond registrar and paying agent, and the seal of the County (or a facsimile thereof) shall be impressed or imprinted on the Series 2013-C Bonds. After the Series 2013-C Bonds have been executed and authenticate for delivery to the Authority as the initial purchaser thereof, they shall be delivered by the County Treasurer or the Chairperson of the Board of Commissioners to the purchaser upon receipt of the first principal payment from the purchaser or upon compliance with the terms and conditions of the Series 2013-C Purchase Contract (as hereinafter defined). Additional Series 2013-C Bonds bearing the manual or facsimile signatures of the Chairperson of the Board of Commissioners and the County Clerk, and upon which the seal of the County (or a facsimile thereof) has been impressed or imprinted, may be delivered to the bond registrar and paying agent for authentication and delivery in connection with the exchange or transfer of the Series 2013-C Bonds.

9. EXCHANGE AND TRANSFER OF THE SERIES 2013-C BONDS. Any Series 2013-C Bond, upon surrender thereof to the bond registrar and paying agent with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the registered owner or his duly authorized attorney, at the option of the registered owner thereof, may be exchanged for Series 2013-C Bonds of any other authorized denominations of the same aggregate principal amount and maturity date and bearing the same rate of interest as the surrendered Series 2013-C Bond. Each Series 2013-C Bond shall be transferable only upon the books of the County, which shall be kept for that purpose by the bond registrar and paying agent,

upon surrender of such Series 2013-C Bond together with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the registered owner or his duly authorized attorney.

Upon the exchange or transfer of any Series 2013-C Bond, the bond registrar and paying agent on behalf of the County shall cancel the surrendered Series 2013-C Bond and shall authenticate and deliver to the transferee a new Series 2013-C Bond or Bonds of any authorized denomination of the same aggregate principal amount and maturity date and bearing the same rate of interest as the surrendered Series 2013-C Bond. If, at the time the bond registrar and paying agent authenticates and delivers a new Series 2013-C Bond pursuant to this Section, payment of interest on the Series 2013-C Bonds is in default, the bond registrar and paying agent shall endorse upon the new Series 2013-C Bond the following: "Payment of interest on this bond is in default. The last date to which interest has been paid is \_\_\_\_\_, \_\_\_\_."

The County and the bond registrar and paying agent may deem and treat the person in whose name the Series 2013-C Bonds shall be registered upon the books of the County as the absolute owner of the Series 2013-C Bonds, whether such Series 2013-C Bonds shall be overdue or not, for the purpose of receiving payment of the principal of and interest on such Series 2013-C Bonds and for all other purposes, and all payments made to such registered owner, or upon his order, in accordance with the provisions of the Resolution shall be valid and effectual to satisfy and discharge the liability upon such Series 2013-C Bonds to the extent of the sum or sums so paid, and neither the County nor the bond registrar and paying agent shall be affected by any notice to the contrary. Registration of the Series 2013-C Bonds shall not be transferred less than five (5) days prior to an interest payment date.

For every exchange or transfer of the Series 2013-C Bonds, the County or the bond registrar and paying agent may make a charge sufficient to reimburse it for any tax, fee or other governmental charge required to be paid with respect to such exchange or transfer, which sum or

sums shall be paid by the person requesting such exchange or transfer as a condition precedent to the exercise of the privilege of making such exchange or transfer.

The bond registrar and paying agent shall not be required to transfer or exchange Series 2013-C Bonds or portions of Series 2013-C Bonds which have been selected for redemption.

10. BONDHOLDERS' RIGHTS; RECEIVER. The registered owner or owners of the Bonds representing in the aggregate not less than twenty percent (20%) of the entire principal amount thereof then outstanding may, by suit, action, mandamus or other proceedings, protect and enforce the statutory lien upon the Net Revenues and may, by suit, action, mandamus or other proceedings, enforce and compel performance of all duties of the officers of the County, including the fixing of sufficient rates, the collection of Revenues, the proper segregation of the Revenues of the System and the proper application thereof. The statutory lien upon the Net Revenues, however, shall not be construed as to compel the sale of the System or any part thereof.

If there is a default in the payment of the principal of or interest on the Bonds, any court having jurisdiction in any proper action may appoint a receiver to administer and operate the System on behalf of the County and under the direction of the court, and by and with the approval of the court to perform all of the duties of the officers of the County more particularly set forth herein and in Act 94.

The registered owner or owners of the Bonds shall have all other rights and remedies given by Act 94 for the payment and enforcement of the Bonds and the security therefor.

11. RATES AND CHARGES. The rates and charges for service furnished by and the use of the System and the methods of collection and enforcement of the collection of the rates shall be those in effect on the date of adoption of this Resolution.

12. NO FREE SERVICE OR USE. No free service or use of the System, or service or use of the System at less than cost, shall be furnished by the System to any person, firm or corporation, public or private, or to any public agency or instrumentality.

13. FIXING AND REVISING RATES; RATE COVENANT. Rates shall be fixed and revised from time to time by the County Agency so as to produce amounts that are sufficient to provide for the payment of the expenses of administration and operation and such expenses for maintenance of the System as are necessary to preserve the System in good repair and working order, to pay an amount equal to at least 100% of the principal of and interest on the Bonds as the same become due and payable, and to provide for all other obligations, expenditures and funds for the System required by law, the Series 2013 Bond Resolution and this Resolution. The County covenants and agrees to review such rates at least annually and maintain at all times such rates for service furnished by the System as shall be sufficient to provide for the foregoing.

14. ACCOUNTS; FLOW OF FUNDS. All Revenues of the System shall be set aside as collected and credited to the WATER SUPPLY SYSTEM RECEIVING ACCOUNT (the "Receiving Account") established pursuant to the Series 2013 Bond Resolution. Moneys on hand in the Receiving Account are pledged for the purpose of the accounts and shall be transferred from the Receiving Account periodically in the manner and at the times and in the order of priority as set forth in Section 18 of the Series 2013 Bond Resolution.

15. PRIORITY OF ACCOUNTS. In the event the moneys in the Receiving Account are insufficient to provide for the current requirements of the Operation and Maintenance Account or the Redemption Account, any moneys or securities in other funds of the System, except the proceeds of the sale of the Series 2013-C Bonds, shall be credited or transferred, first, to the Operation and Maintenance Account and second, to the Redemption Account, to the extent of any deficit therein.

16. INVESTMENTS. Except as herein otherwise provided, moneys derived from the proceeds of sale of the Series 2013-C Bonds may be invested by the County in accordance with the County's investment policy adopted by the Board of Commissioners pursuant to Act 20, Public Acts of Michigan, 1943, as amended.

17. SERIES 2013-C BOND PROCEEDS. From the proceeds of the sale of the Series 2013-C Bonds there shall be immediately deposited in the Redemption Account an amount equal to the accrued interest and premium, if any, received on the delivery of the Series 2013-C Bonds. The balance of such proceeds shall be deposited in a construction fund and used solely to pay all or part of the cost of the Project and any engineering, legal and other expenses incident thereto, and shall be paid out only upon authorization of the County Agency; provided that the County Agency shall not authorize the payment of any such moneys for acquisition and construction until there shall have been first filed with it by the consulting engineer in charge of such work, a written statement to the effect that the sum so to be paid is in full or partial payment of a contractual obligation in connection with such improvements and that the County Agency has received the consideration for such payment. The statement of the consulting engineer shall also show the cost of acquisition and construction that has theretofore been approved by it for payment and the amount of the balance that will be required for completion of the Project.

18. SERIES 2013-C BOND FORM. The Series 2013-C Bonds shall be in substantially the following form, with such changes and additions as shall be determined appropriate by the Chairperson of the Board of Commissioners:

UNITED STATES OF AMERICA  
STATE OF MICHIGAN

COUNTY OF BAY  
WATER SUPPLY SYSTEM REVENUE BOND, SERIES 2013-C

INTEREST RATE

MATURITY DATE

DATE OF ORIGINAL ISSUE

\_\_\_\_\_ %

See Exhibit A

Registered Owner: Michigan Finance Authority

Principal Amount:

The County of Bay, State of Michigan (the "County"), acknowledges itself indebted to and for value received hereby promises to pay to the Registered Owner identified above, or registered assigns, the Principal Amount set forth above or so much thereof as shall have been advanced to the County pursuant to a Purchase Contract between the County and the Michigan Finance Authority (the "Authority") and a Supplemental Agreement by and among the County, the Authority and the State of Michigan acting through the Department of Environmental Quality on the maturity dates and in the amounts set forth in Exhibit A attached hereto, unless redeemed prior thereto as hereinafter provided, the final payment to be made upon presentation and surrender of this bond at the office of the County Treasurer, County of Bay, Michigan, the bond registrar and paying agent, or at such successor bond registrar and paying agent as may be designated pursuant to the Series 2013-C Bond Resolution (as hereinafter defined), and to pay to the Registered Owner, as shown on the registration books at the close of business on the 15th day of the calendar month preceding the month in which an interest payment is due, by check or draft drawn upon and mailed by the bond registrar and paying agent by first class mail postage prepaid to the Registered Owner at the registered address, interest at the rate per annum specified above on such Principal Amount, to the extent advanced to the County pursuant to the Purchase Contract and the Supplemental Agreement and not forgiven pursuant to the related Order of Approval issued by the Michigan Department of Environmental Quality, until the County's obligation with respect to the payment of such Principal Amount is discharged. Interest is payable on the first day of \_\_\_\_\_ and \_\_\_\_\_ in each year, commencing on \_\_\_\_\_ 1, 201\_. Principal and interest are payable in lawful money of the United States of America.

In the event of a default in the payment of principal or interest hereon when due, whether at maturity, by redemption or otherwise, the amount of such default shall bear interest (the "additional interest") at a rate equal to the rate of interest which is two percent above the Authority's cost of providing funds (as determined by the Authority) to make payment on the

bonds of the Authority issued to provide funds to purchase this bond but in no event in excess of the maximum rate of interest permitted by law. The additional interest shall continue to accrue until the Authority has been fully reimbursed for all costs incurred by the Authority (as determined by the Authority) as a consequence of the County's default. Such additional interest shall be payable on the interest payment date following demand of the Authority. In the event that (for reasons other than the default in the payment of any municipal obligation purchased by the Authority) the investment of amounts in the reserve account established by the Authority for the bonds of the Authority issued to provide funds to purchase this bond fails to provide sufficient available funds (together with any other funds which may be made available for such purpose) to pay the interest on outstanding bonds of the Authority issued to fund such account, the County shall and hereby agrees to pay on demand only the County's pro rata share (as determined by the Authority) of such deficiency as additional interest on this bond.

During the time funds are being drawn down by the County under this bond, the Authority periodically will provide the County a statement showing the amount of principal that has been advanced and the date of each advance, which statement shall constitute prima facie evidence of the reported information; provided that no failure on the part of the Authority to provide such a statement or to reflect a disbursement or the correct amount of a disbursement shall relieve the County of its obligation to repay the outstanding principal amount actually advanced, all accrued interest thereon, and any other amount payable with respect thereto in accordance with the terms of this bond.

This bond is a single obligation in the principal amount of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_) issued by the County under and pursuant to a resolution duly adopted by the Board of Commissioners of the County on August 20, 2013 (the "Series 2013-A and B Bond Resolution"), and a resolution duly adopted by the Board of Commissioners of the County on November 12, 2013 (the "Series 2013-C Bond Resolution"), and under and in full compliance with the Constitution and statutes of the State of Michigan including specifically Act 342, Public Acts of 1939, as amended, and Act 94, Public Acts of Michigan, 1933, as amended, for the purpose of paying part of the cost of acquiring and constructing the Bay Area Water Treatment Plant and Raw Water Transmission Mains Project as part of the Bay Area Water Treatment Plant and Raw Water Transmission Mains System (the "System").

The County has authorized and pledged the revenues of the System to be used to pay the principal of and interest on this bond, the County's Water Supply System Revenue Bond, Series 2013-A dated September 17, 2013, the County's Water Supply System Revenue Bond, Series 2013-B dated October 2, 2013, and any other bonds payable from such revenues when due. In addition, the County has irrevocably pledged its full faith and credit for the prompt payment of the principal of and interest on this bond as the same become due. The principal of and interest on this bond are payable as a first budget obligation of the County from its general funds. The ability of the County to raise such funds is subject to applicable statutory and constitutional limitations on the taxing power of the County. The amount of taxes necessary to pay the principal of and interest on the bonds, together with the taxes levied for the same year, shall not exceed the limit authorized by law.

For a complete statement of the revenues from which and the conditions under which this bond is payable, a statement of the conditions under which additional bonds of equal standing

may hereafter be issued, the rights and limitations on the owner of this bond and the general covenants and provisions pursuant to which this bond is issued, reference is made to the Series 2013-A and B Bond Resolution and the Series 2013-C Bond Resolution.

The County has covenanted and agreed, and does hereby covenant and agree to fix and maintain at all times while any bonds payable from the revenues of the System shall be outstanding, such rates for service furnished by the System as shall be sufficient to provide for payment of the principal of and interest on this bond and any other bonds payable from such revenues as and when the same shall become due and payable, and to maintain a bond redemption account therefor, to provide for the payment of expenses of administration and operation and such expenses for maintenance of the System as are necessary to preserve the same in good repair and working order, and to provide for such other expenditures and funds for the System as are required by the Series 2013-A and B Bond Resolution and the Series 2013-C Bond Resolution.

This bond is transferable, as provided in the Series 2013-C Bond Resolution, only upon the books of the County kept for that purpose by the bond registrar and paying agent, upon the surrender of this bond together with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the Registered Owner or his attorney duly authorized in writing. Upon the exchange or transfer of this bond a new bond or bonds of any authorized denomination, in the same aggregate principal amount and of the same interest rate and maturity, shall be authenticated and delivered to the transferee in exchange therefor as provided in the Series 2013-C Bond Resolution, and upon payment of the charges, if any, therein provided. Bonds so authenticated and delivered shall be in any increments not exceeding the aggregate principal amount for each maturity.

The bond registrar and paying agent shall not be required to transfer or exchange this bond or any portion of this bond which has been selected for redemption.

This bond is subject to redemption prior to maturity at the option of the County only with the prior written consent of the Authority and upon such terms as may be required by the Authority. That portion of this bond called for redemption shall not bear interest after the date fixed for redemption, provided funds are on hand with the bond registrar and paying agent to redeem the same.

Notwithstanding any other provision of this bond, so long as the Authority is the owner of this bond, (a) this bond is payable as to principal, premium, if any, and interest at The Bank of New York Mellon Trust Company, N.A. or at such other place as shall be designated in writing to the County by the Authority (the "Authority's Depository"); (b) the County agrees that it will deposit with the Authority's Depository payments of the principal of, premium, if any, and interest on this bond in immediately available funds by 12:00 noon at least five business days prior to the date on which any such payment is due whether by maturity, redemption or otherwise; in the event that the Authority's Depository has not received the County's deposit by 12:00 noon on the scheduled day, the County shall immediately pay to the Authority as invoiced by the Authority an amount to recover the Authority's administrative costs and lost investment earnings attributable to that late payment; and (c) written notice of any redemption of this bond shall be given by the County and received by the Authority's Depository at least 40 days prior to the date on which such redemption is to be made.

It is hereby certified, recited and declared that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of this bond existed, have happened and have been performed in due time, form and manner as required by law, and that the total indebtedness of the County, including this bond, does not exceed any constitutional or statutory limitation.

IN WITNESS WHEREOF, the County of Bay, State of Michigan, by its Board of Commissioners, has caused this bond to be executed in its name by manual or facsimile signatures of the Chairperson of the Board of Commissioner and the County Clerk and its corporate seal (or facsimile thereof) to be impressed or imprinted hereon, all as of the Date of Original Issue. This bond shall not be valid unless the Certificate of Authentication has been manually executed by the bond registrar and paying agent.

COUNTY OF BAY

[SEAL]

By: \_\_\_\_\_  
Vice Chairperson, Board of Commissioners

And: \_\_\_\_\_  
County Clerk

Dated: \_\_\_\_\_, 2013

CERTIFICATE OF AUTHENTICATION

This bond is one of the bonds described in the within mentioned Resolution.

---

County Treasurer, County of Bay  
Bond Registrar and Paying Agent

AUTHENTICATION DATE:

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_  
(please print or type name, address and taxpayer identification number of transferee) the within  
bond and all rights thereunder and does hereby irrevocably constitute and appoint  
\_\_\_\_\_  
attorney to transfer the within bond on the books kept for registration thereof, with full power of  
substitution in the premises.

Dated: \_\_\_\_\_

Signature Guaranteed: \_\_\_\_\_

Signatures must be guaranteed by an eligible guarantor institution participating in a Securities Transfer Association recognized signature guarantee program.

EXHIBIT A

Based on the schedule provided below unless revised as provided in this paragraph, repayment of principal of the bond to which this Exhibit A is attached (the "Bond") shall be made until the full amount advanced to the County is repaid. In the event the Order of Approval issued by the Department of Environmental Quality (the "Order") approves a principal amount of assistance less than the amount of the Bond delivered to the Authority, the Authority shall only disburse principal up to the amount stated in the Order. In the event (1) that the payment schedule approved by the County and described below provides for payment of a total principal amount greater than the amount of assistance approved by the Order or (2) that less than the principal amount of assistance approved by the Order is disbursed to the County by the Authority, the Authority shall prepare a new payment schedule which shall be effective upon receipt by the County.

The principal amounts and maturity dates applicable to the bond to which this Exhibit A is attached are as follows:

<u>MATURITY DATE</u>	<u>PRINCIPAL MATURITY</u>
<u>1</u>	

[END OF BOND FORM]

19. SECURITY. It is expected that the principal of and interest on the Series 2013-C Bonds will be paid from revenues of the System, and such revenues are hereby authorized to be used for such purpose. In addition, the full faith and credit of the County are pledged hereby to the payment of the principal and interest on the Series 2013-C Bonds authorized by this Resolution. Each year the County shall include in its budget as a first budget obligation an amount sufficient to pay such principal and interest as the same shall become due. The ability of the County to raise such funds is subject to applicable constitutional, statutory and charter limitations on the taxing power of the County. The amount of taxes necessary to pay the principal of and interest on the Series 2013-C Bonds, together with the taxes levied for the same year, shall not exceed the limit authorized by law. To the extent that the revenues of the System are insufficient to pay the principal of and interest on the Series 2013-C Bonds, the proceeds of such taxes (both current and delinquent) shall be deposited as collected into the bond and interest redemption account established in Section 18B of the Series 2013 Bond Resolution, and until the principal of and the interest on the Series 2013-C Bonds are paid in full, such proceeds shall be used only for payment of such principal and interest.

20. SALE, ISSUANCE, DELIVERY, TRANSFER AND EXCHANGE OF SERIES 2013-C BONDS. The Series 2013-C Bonds shall be sold at private, negotiated sale to the Authority, as authorized by Act 227. It is hereby determined that this method of sale is in the best interests of the County and is calculated to provide the County with the lowest cost of borrowing money.

The sale of the Series 2013-C Bonds shall be made pursuant to the terms and conditions to be set forth in a Purchase Contract (the "Series 2013-C Purchase Contract") and a Supplemental Agreement (the "Supplemental Agreement"). The Chairperson of the Board of Commissioners is authorized to execute and deliver the Supplemental Agreement and the Series 2013-C Purchase Contract in such forms as shall be approved by the Chairperson of the Board of

Commissioners, with such approval to be evidenced by the Chairperson of the Board of Commissioners' signature thereon. Notwithstanding any other provision of this Resolution, the Series 2013-C Bonds shall be initially sold to the Authority as one bond, numbered 1, in the full aggregate principal amount of the Series 2013-C Bonds. The Chairperson of the Board of Commissioners is authorized to execute one or more written orders (i) containing the determinations that the Chairperson of the Board of Commissioners is authorized to make as provided in this Resolution and (ii) making such changes in the provisions of the Series 2013-C Bonds or this Resolution to comply with the requirements of the Authority or otherwise to enable the Series 2013-C Bonds to be sold to the Authority. In addition, the Chairperson of the Board of Commissioners, the County Clerk, the County Treasurer, the County Finance Officer and other County and County Agency employees and officials are authorized to execute and deliver to the Authority the Issuer's Certificate and any such certificates and documents as the Authority or bond counsel shall require and to do all other things necessary to effectuate the sale, issuance, delivery, transfer and exchange of the Series 2013-C Bonds in accordance with the provisions of this Resolution.

21. COVENANTS. The County hereby covenants and agrees with the registered owner, from time to time, of the Series 2013-C Bonds herein proposed to be issued, that it will punctually perform all duties with reference to the System and the Series 2013-C Bonds required by the Constitution and laws of the State of Michigan and by the Series 2013 Bond Resolution and this Resolution; that it will not sell, lease, mortgage or in any manner dispose of the System or any substantial part thereof, until all Bonds shall have been paid in full; and that it will not, to the extent permitted by law, permit any person, firm or corporation to compete with it in the furnishing of water supply services to premises within its corporate limits. The County further covenants and agrees with the registered owner of the Series 2013-C Bonds that it will maintain the System in good condition and operate the same in an efficient manner and at a reasonable cost, so long as the Series 2013-C Bonds are outstanding; that it will maintain insurance on the

System for the benefit of the registered owner of the Series 2013-C Bonds in an amount that usually would be carried by private companies engaged in a similar type of business; that it will prepare, keep and file such records, statements and accounts as may be required by Act 94; and that it will furnish a copy of the foregoing statements and the annual audit of the System prepared by a certified public accountant to the registered owner of the Series 2013-C Bonds upon payment of the actual cost of such copy.

22. TAX COVENANT. The County covenants to comply with all requirements of the Internal Revenue Code of 1986, as amended, necessary to assure that the interest on the Series 2013-C Bonds will be and will remain excludable from gross income for federal income tax purposes. The Chairperson of the Board of Commissioners, the County Clerk, the County Treasurer and the County Finance Officer, and other appropriate employees and officials of the County and the County Agency, are to be authorized to do all things necessary to assure that the interest on the Series 2013-C Bonds will be and will remain excludable from gross income for federal income tax purposes.

23. SALE, ISSUANCE, DELIVERY, TRANSFER AND EXCHANGE OF BONDS. The Chairperson of the Board of Commissioners, the County Clerk, the County Treasurer and the County Finance Officer, and other officers and employees of the County and the County Agency, are authorized to do all things necessary to effectuate the sale, issuance, delivery, transfer and exchange of the Series 2013-C Bonds in accordance with the provisions of this Resolution.

24. APPROVAL OF MICHIGAN DEPARTMENT OF TREASURY. The issuance and sale of the Series 2013-C Bonds is subject to approval being granted therefor by the Department of Treasury of the State of Michigan in accordance with Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"), and the County Treasurer and the Chairperson of the

Board of Commissioners are each authorized to file an application with the Department of Treasury for permission to issue the Series 2013-C Bonds as provided in Act 34.

25. REDUCTION OF PRINCIPAL AMOUNT OF SERIES 2013-C BONDS. In the event that the Chairperson of the Board of Commissioners determines that it is not necessary for the County to issue Series 2013-C Bonds in the aggregate principal amount set forth in Sections 3 and 4 of this Resolution, the Chairperson of the Board of Commissioners is authorized to reduce such amount by executing a written order that sets forth the new aggregate principal amounts of the Series 2013-C Bonds and designates principal maturity amounts. In such case, the form of the Series 2013-C Bonds set forth in this Resolution shall be modified accordingly.

26. SUBSTITUTION OF VICE CHAIRPERSON FOR CHAIRPERSON. In the event of the unavailability of the Chairperson of the Board of Commissioners to take any action authorized by the terms of this Resolution, the Vice Chairperson of the Board of Commissioners is authorized to act for and in his place.

27. REPEAL, SAVINGS CLAUSE. All resolutions and parts thereof in conflict with the provisions of this Resolution are, to the extent of such conflict, repealed.

28. SEVERABILITY; PARAGRAPH HEADINGS; AND CONFLICT. If any paragraph, clause or provision of this Resolution shall be held invalid, the invalidity of such paragraph, clause or provision shall not affect any of the other provisions of this Resolution. The paragraph headings in this Resolution are furnished for convenience of reference only and shall not be considered to be part of this Resolution.

29. PUBLICATION AND RECORDATION. This Resolution shall be published in full once in a newspaper of general circulation in the County promptly after its adoption and shall be recorded in the minutes of the meeting of the Board of Commissioners at which this Resolution was adopted. Such recording shall be authenticated by the signatures of the Chairperson of the Board of Commissioners and the County Clerk.

30. EFFECTIVE DATE. This Resolution shall be effective immediately upon its adoption.

Adopted and signed on the 12<sup>th</sup> day of November, 2013.

COUNTY OF BAY

By: \_\_\_\_\_  
Vice Chairperson, Board of Commissioners

And: \_\_\_\_\_  
County Clerk

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 \_\_\_\_\_

STATE OF MICHIGAN     )  
  )ss  
COUNTY OF BAY         )

I hereby certify that the foregoing constitutes a true and complete copy of a Resolution duly adopted by the Board of Commissioners of the County of Bay, Michigan, at a regular meeting held on the 12<sup>th</sup> day of November, 2013, the original of which resolution is on file in my office and is available to the public. Public notice of said meeting was given in accordance with the provisions of the open meeting act.

---

County Clerk  
County of Bay

BLOOMFIELD 9260-4 1327196v1



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

1230 Washington Avenue  
Bay City, Michigan 48708-0010

**KIM B. MEAD**  
Court Administrator

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

October 4, 2013

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

Commissioner Coonan:

The 18<sup>th</sup> Circuit Court has been selected to receive funding from the State Court Administrator's Office to continue the Swift and Sure Sanctions Program. Bay County was first awarded a grant last year when the Supreme Court expanded the number of courts eligible to operate this newest form of specialty courts.

Bay County has been awarded \$387,150 which requires no local monies or match.

The Court ask for your consideration for recommendation to the Board of Commissioners to allow Bay County to receive these funds, and furthermore, to authorize the Board Chair to sign the contract.

Sincerely,

Kim Brian Mead  
Administrator



## Michigan Supreme Court

State Court Administrative Office  
Michigan Hall of Justice  
P.O. Box 30048  
Lansing, Michigan 48909  
Phone (517) 373-0128

Dawn A. Monk  
Deputy State Court Administrator

September 23, 2013

Honorable Kenneth W. Schmidt, Chief Judge  
18th Circuit Court  
1230 Washington Ave.  
Bay City, MI 48708

Re: FY 2014 Michigan Swift and Sure Sanction Probation Program Grant Award  
Notification  
18th Circuit Court

Dear Chief Judge Schmidt:

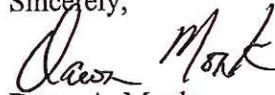
I am pleased to inform you that your court has been awarded a grant in the amount of \$387,150 from the Swift and Sure Sanctions Probation Program (SSSPP) grant administered by the State Court Administrative Office (SCAO). Your court will have financial responsibility for \$318,270 of this award. The remainder of your award (\$68,880) will be accounted for by SCAO. Seven thousand dollars of your award amount will be held in reserve to fund an external statewide evaluation of the SSSPP program. In addition, \$61,880 of your award will be available to the Michigan Department of Corrections to fund a probation agent to support this program. Remember that your county must request reimbursement directly from the Michigan Department of Corrections for any SSSPP participants that qualify for the County Jail Reimbursement Program (CJRP). This award is for the grant period of October 1, 2013, through September 30, 2014.

Your court's FY 2014 contract and instructions for updating the budget based on your court's actual award will be e-mailed to your project director, Mr. Jason Hildebrant. The budget should be updated on WebGrants by October 18, 2013, and the original signed contract should be returned by mail to SCAO by December 6, 2013.

Honorable Kenneth W. Schmidt, Chief Judge  
September 23, 2013  
Page 2

Should you have any questions, please contact Jessica Parks at 517-373-6285, or by e-mail at parksj@courts.mi.gov.

Sincerely,



Dawn A. Monk

cc: Dr. Jessica Parks, Problem-Solving Courts Manager  
Mr. J. Bruce Kilmer, Region III Administrator  
Mr. Kim Brian Mead, Court Administrator  
Mr. Jason Hildebrant, SSSPP Project Director

**BAY COUNTY BOARD OF COMMISSIONERS**

**11/12/13**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (11/5/13)

WHEREAS, The 18<sup>th</sup> Circuit Court has been selected to receive funding from the State Court Administrator's Office to continue the Swift and Sure Sanctions Program which was first awarded to Bay County last year when the number of eligible courts to operated this newest form of speciality courts was expanded; and

WHEREAS, Bay County has been awarded \$387,150 which requires no local monies or match; Therefore, Be It

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

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

Circuit Court - Swift & Sure Sanctions Program 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 \_\_\_\_\_

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

Troy Cunningham  
Undersheriff

Troy A. Stewart  
Jail Administrator



TO: Kim J. Coonan  
Chairman of Ways and Means

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

DATE: October 24, 2013

Ref.: Vehicle Replacement

**Request:** I am requesting the Boards consideration regarding replacement of a patrol vehicle. Due to the total loss of the patrol vehicle involved in a traffic accident, the need for replacement is as soon as possible.

**Finance/Economics:** Needed is \$23,297.43 to be added in the Road Patrol Budget 10131500-98100 to replace this vehicle.

**Recommendations:** I am asking approval from the committee to approve \$23,297.43 and make the necessary budget adjustments for replace of this vehicle.

CC: Robert Redmond, Finance Analysis  
Crystal Hebert, Finance Officer  
Kim Priessnitz, Assistant Finance Officer  
File Copy

Ls/W&M.ReplaceVehicle 10-13

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**BAY COUNTY BOARD OF COMMISSIONERS**

**11/12/13**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (11/5/13)

WHEREAS, As the result of a recent accident, a Sheriff Department patrol vehicle was deemed a total loss and needs to be replaced as soon as possible; and

WHEREAS, Funding in the amount of \$23,297.43 is needed to replace the vehicle and funding is not available within the Sheriff Department 2013 budget; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners appropriates \$23,297.43 from Fund Balance to the Sheriff Department 2013 budget for replacement of a patrol vehicle; Be It Further

RESOLVED That related required budget adjustments are approved.

KIM COONAN, CHAIR  
AND COMMITTEE

Sheriff Dept - New Patrol Vehicle

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 BOARD OF COMMISSIONERS

515 CENTER AVENUE, SUITE 405, BAY CITY, MICHIGAN 48708-5125

(989) 895-4120 FAX (989) 895-4226 TDD (989) 895-4049

e-mail address: [bergerd@baycounty.net](mailto:bergerd@baycounty.net)

[www.baycounty-mi.gov](http://www.baycounty-mi.gov)

Bay County Building 1932

**ERNIE KRYGIER**  
CHAIRMAN  
2<sup>nd</sup> DISTRICT

TO: Kim Coonan, Ways & Means Chairman

**DONALD J. TILLEY**  
VICE CHAIRMAN  
6<sup>th</sup> DISTRICT

FROM: Bob Redmond, Financial Analyst

RE: Purchasing Policy Amendment

**MICHAEL E. LUTZ**  
SERGEANT-AT-ARMS  
7<sup>th</sup> DISTRICT

DATE: October 30, 2013

**REQUEST:**

Approve the attached amendments to the Bay County Purchasing Policy to increase the amounts in the ranges for the various purchasing categories.

**BRANDON KRAUSE**  
1<sup>st</sup> DISTRICT

**BACKGROUND/ECONOMICS:**

**VAUGHN J. BEGICK**  
3<sup>rd</sup> DISTRICT

The ranges for the various purchasing categories have not been increased since December 12, 2000 (RESOLUTION NO. 00-340). The costs of items and services for the County have substantially increased since 2000, thereby increasing the amount of time and effort staff expends to purchase the same or similar items and services. This is due to the increase in the number of Purchase Requisitions, Quotes, Purchase Orders and Request for Proposals that must be processed which delays considerably the delivery of the items or services. The integrity of the Purchasing Policy will not be diminished by this amendment but it will increase the efficiency of all the departments involved in purchasing.

**KIM J. COONAN**  
4<sup>th</sup> DISTRICT

**THOMAS M. HEREK**  
5<sup>th</sup> DISTRICT

**RECOMMENDATION:**

Approve the attached amendments to the Bay County Purchasing Policy to increase the amounts in the ranges for the various purchasing categories. Amendments are to be effective immediately.

**ROBERT J. REDMOND**  
FINANCIAL ANALYST  
(989) 895-4125  
[redmond@baycounty.net](mailto:redmond@baycounty.net)

**DEANNE C. BERGER**  
BOARD COORDINATOR  
(989) 895-4121  
[bergerd@baycounty.net](mailto:bergerd@baycounty.net)

<b>Purchase Order Value Ranges</b>					
<b>Purchases</b>	<b>Amount</b>	<b>Quote Required</b>	<b>PO Required</b>	<b>Requisition Required</b>	<b>Sealed Bid (RFP)</b>
<b>Minute</b>	less than \$500	No	No	No	No
<b>Change to:</b>	<b>less than \$1,000</b>	<b>Same</b>	<b>Same</b>	<b>Same</b>	<b>Same</b>
<b>Minimal</b>	\$500 but less than \$1,000	1 (attach to Requisition. in MUNIS)	Yes	Yes	No
<b>Change to:</b>	<b>\$1,000 but less than \$5,000</b>	<b>Same</b>	<b>Same</b>	<b>Same</b>	<b>Same</b>
<b>Small</b>	\$1,000 but less than \$20,000	3 (attach to Requisition in MUNIS)	Yes	Yes	No
<b>Change to:</b>	<b>\$5,000 but less than \$25,000</b>	<b>Same</b>	<b>Same</b>	<b>Same</b>	<b>Same</b>
<b>Large</b>	\$20,000 or more	na	Yes	Yes	Yes
<b>Change to:</b>	<b>\$25,000 or more</b>	<b>Same</b>	<b>Same</b>	<b>Same</b>	<b>Same</b>

**BAY COUNTY BOARD OF COMMISSIONERS**

**11/12/13**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (11/5/13)

WHEREAS, The ranges for the various purchasing categories have not been increased since December 12, 2000 (Res. No. 00-340); and

WHEREAS, The cost of items and services for the County have substantially increased since 2000 increasing the amount of time and effort staff expends to purchase the same or similar items and services because the number of purchase requisitions, quotes, purchase orders and requests for proposals that must be processed resulting in delays to the delivery of the items or services; and

WHEREAS, It is recommended that the Bay County Purchasing Policy be amended to reflect the increases in the amounts of the ranges for the various purchasing categories as follows:

1. Minute Purchases: less than \$1,000 (from less than \$500)
2. Minimal Purchases: \$1,000 but less than \$5,000 (from \$500 but less than \$1,000)
3. Small Purchases: \$5,000 but less than \$25,000 (from \$1,000 but less than \$20,000)
4. Large Purchases: \$25,000 or more (from \$20,000 or more)

RESOLVED By the Bay County Board of Commissioners that the Bay County Purchasing Policy is hereby amended to reflect the above listed increases in the amount of the ranges for the Minute, Minimal, Small and Large Purchases, effective immediately.

KIM COONAN, CHAIR  
AND COMMITTEE

Finance Dept - Purchasing Policy Amendments - Purchase Order Value Ranges

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 MOSQUITO CONTROL**  
810 Livingston  
Bay City, Michigan 48708



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

**TOM PUTT, MANAGER**  
puttt@baycounty.net  
Phone (989) 894-4555  
Fax (989) 894-0526  
TDD (989) 895-4049  
<http://www.baycounty-mi.gov>

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

**TOM HICKNER**  
County Executive

**MEMORANDUM**

**To:** Commissioner Kim J. Coonan, Chairman  
Ways and Means Committee

**From:** Thomas J. Putt, Manager  
Bay County Mosquito Control 

**Date:** October 2, 2013

**Re:** Placement on Ways and Means Agenda

**BACKGROUND:**

The Michigan Department of Environmental Quality (DEQ) is accepting applications for scrap tire cleanup grants for fiscal year 2013-2014. An entity is eligible for a one-time grant of up to \$3,000 for a cleanup day or resident drop-off day, like the scrap tire drives held by Bay County Mosquito Control. The scrap tire recycling program allows residents to get rid of old tires, which reduces the number of tires as potential breeding ground for mosquitoes as well as aesthetically improving the landscape. An application must be returned to DEQ October 25, 2013.

**FINANCE:**

No matching funds are necessary. No money would be required to apply for the grant.

**RECOMMENDATION:**

Bay County Mosquito Control recommends applying for the DEQ's Scrap Tire Cleanup Grant Program for fiscal year 2013-2014.

cc: Tom Hickner  
Laura Ogar

**BAY COUNTY BOARD OF COMMISSIONERS**

**11/12/13**

**RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (11/5/13)
- WHEREAS, The Michigan Department of Environmental Quality (DEQ) is accepting applications for scrap tire cleanup grants for fiscal year 2013-2014; and
- WHEREAS, An entity is eligible for a one-time grant of up to \$3,000 for a cleanup day or resident drop-off day, like the scrap tires drives held Bay County Mosquito Control; and
- WHEREAS, The scrap tire recycling program allows residents to get rid of old tires which reduces the number of tires as potential breeding ground for mosquitoes as well as aesthetically improving the landscape; and
- WHEREAS, The grant application is due to the DEQ by October 25, 2013 and as there is no match requirement, no funding is required to apply for the grant; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners authorizes the Bay County Mosquito Control Department to make application for the DEQ's Scrap Tire Cleanup Grant Program; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute said grant application and related documents as well as grant award 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

Mosquito Control - Scrap Tire Cleanup Grant Program

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

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

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

VOTE TOTALS:

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

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

Thomas L. Hickner  
Bay County Executive

Tammy Roehrs  
Director



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

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

**To:** Kim Coonan, Chairman, Ways & Means Committee  
**From:** Tammy Roehrs, Division on Aging Director  
**Date:** October 16, 2013  
**CC:** Tom Hickner, Joel Strasz, Marty Fitzhugh  
**RE:** Business Associate Agreement

**BACKGROUND:**

The Business Associate Agreement currently in place between the Region VII Area Aging and the Bay County Division on Aging needs to be updated in compliance with Privacy, Security, Breach Notification and Enforcement Rules (HIPAA) and the Health Information Technology for Economic and Clinical Health (HITECH) Act changes as of September 23, 2013.

**FINANCIAL IMPLICATIONS:**

There is no financial cost to the Division on Aging.

**RECOMMENDATION:**

It is recommended that the Business Associate Agreement between Region VII Area on Aging and the Bay County Division on Aging be approved, subject to Corporation Counsel review. All budget adjustments related to this action are approved.

**BAY COUNTY BOARD OF COMMISSIONERS**

**11/12/13**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (11/5/13)

WHEREAS, The Business Associate Agreement currently in place between Region VII Area Agency on Aging and Bay County (Division on Aging) needs to be updated to comply with Privacy, Security, Breach Notification and Enforcement Rules (HIPPA) and the Health Information Technology for Economic and Clinical Health (HITECH) Act changes as of September 23, 2013; and

WHEREAS, This update has no financial impact; Therefore, Be It  
RESOLVED That the Bay County Board of Commissioners approves the Business Associate Agreement between Region VII Area Agency on Aging and Bay County (Division on Aging) and authorizes the Chairman of the Board to execute said Agreement on behalf of Bay County following legal review/ approval; Be It Further

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

KIM COONAN, CHAIR  
AND COMMITTEE

DOA - Business Associate Agrt with Region VII

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  
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Bay City, MI 48708-5123  
(989) 895-4100  
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Web Site: [www.baycounty-mi.gov/aging](http://www.baycounty-mi.gov/aging)  
E-mail: [divonaging@baycounty.net](mailto:divonaging@baycounty.net)

**To:** Klm Coonan, Chairman, Ways & Means Committee  
**From:** Tammy Roehrs, Division on Aging Director  
**Date:** October 16, 2013  
**CC:** Tom Hickner, Joel Strasz, Marty Fitzhugh  
**RE:** Purchase of Service Agreement

**BACKGROUND:**

The Purchase of Service Agreement currently in place between the Region VII Area Aging and the Bay County Division on Aging needs to be updated. Under this agreement the Bay County Division on Aging is selected to provide Direct Services specified in the Care Management Plan of Care on a per client basis. The Purchase of Service agreement is intended to be on-going unless either party has initiated a 30-day notice of Intent to Terminate.

**FINANCIAL IMPLICATIONS:**

There is no financial cost to the Division on Aging as all costs associated with the Service Agreement are included in the grant.

**RECOMMENDATION:**

It is recommended that the Purchase of Service Agreement between Region VII Area on Aging and the Bay County Division on Aging be approved, subject to Corporation Counsel review. All budget adjustments related to this action are approved.

**BAY COUNTY BOARD OF COMMISSIONERS**

**11/12/13**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (11/5/13)

WHEREAS, The Purchase of Service Agreement currently in place between Region VII Area Agency on Aging and Bay County (Division on Aging) needs to be updated; and

WHEREAS, Under this Agreement the Division on Aging is selected to provide Direct Services specified in the Care Management Plan of Care on a per client basis and the Agreement is intended to be on-going unless either party has initiated a 30-day notice of Intent to Terminate; and

WHEREAS, This update has no financial impact; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Purchase of Service Agreement between Region VII Area Agency on Aging and Bay County (Division on Aging) and authorizes the Chairman of the Board to execute said Agreement on behalf of Bay County following legal review/ approval; Be It Further

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

KIM COONAN, CHAIR  
AND COMMITTEE

DOA - Purchase of Service Agrt with Region VII

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 \_\_\_\_\_



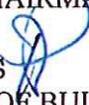
**BAY COUNTY  
BUILDINGS & GROUNDS DIVISION**

**Thomas L. Hickner**  
County Executive

**Richard C. Pabalis**  
Superintendent of Buildings & Grounds  
[pabalistr@baycounty.net](mailto:pabalistr@baycounty.net)

**MEMO**

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

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

**RE:** NEW WELDER PURCHASE

**DATE:** OCTOBER 23, 2013

**REQUEST:**

Approve \$2,360 to purchase a 220 volt wire-feed welder from the sale of scrap steel.

**BACKGROUND:**

Recreation/Maintenance staff are making steel bunk beds for the Jail. The 110 volt wire feed machine does not have the power to weld in a timely fashion and we keep tripping on over load. We are modifying several beds and will be constructing several new beds completely from scratch.

**ECONOMICS:**

We have been depositing all the scrap steel in ORG#10126500 OBJ#67104. We would like to use this fund to purchase the new wire feed welder. The estimated cost is \$2,360. We will be eligible for a \$200 rebate with this purchase.

**RECOMMENDATION:**

Approve \$2,360 to purchase a 220 volt wire feed welder from the sale of scrap steel that we have been accumulating this year.

**CC:** Tim Quinn  
Kim Pressnitz  
Crystal Hebert

-44-

**BAY COUNTY BOARD OF COMMISSIONERS**

**11/12/13**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (11/5/13)

WHEREAS, Recreation/Maintenance staff are modifying current steel bunk beds and making new ones for the Bay County Jail, however, the current 110 volt wire feed machine lacks the power for this job; and

WHEREAS, Funds from depositing scrap steel have been accumulating and could be used for the purchase of a new 220 volt wire feed welder with the estimated cost being \$2,360 plus a \$200 rebate on the purchase; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the purchase of a 220 volt wire feed welder utilizing funds accumulated from the sale of scrap steel; Be It Further

RESOLVED That related required budget adjustments are approved.

KIM COONAN, CHAIR  
AND COMMITTEE

Bldgs & Grnds - 220 Volt Welder

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  
BUILDINGS & GROUNDS DIVISION**

Thomas L. Hickner  
County Executive

Richard C. Pabalis  
Superintendent of Buildings & Grounds  
[pabalistr@baycounty.net](mailto:pabalistr@baycounty.net)

**MEMO**

TO: KIM COONAN  
WAYS & MEANS CHAIRMAN

FROM: RICHARD PABALIS  
SUPERINTENDENT OF BUILDINGS & GROUNDS

RE: CAPITAL IMPROVEMENT PURCHASES

DATE: OCTOBER 29, 2013

**REQUEST:**

Approve \$48,800 for Capital Improvement purchases out of this year's General Fund budget and approve any required budget adjustments.

**BACKGROUND/ECONOMICS:**

A selection of some of the most important Capital Improvements are identified for possible purchases in this year's budget. The project and estimated costs are listed below:

1. Purchase commercial carpet squares and adhesive to re-carpet both 7<sup>th</sup> floor North & South using County staff during the winter months.  
Estimate \$18,600
2. Replace the front-end mower at Pinconning Park. The mower is over 10 years old and is in very poor condition.  
Estimate \$ 9,400
3. At Civic Arena, change out the under floor brine solution that is very corrosive, with a glycol solution. This will also help the pumps and fitting to last longer.  
Estimate \$12,800
4. Replace the fabric on both sides of the Civic Arena sign on Euclid Avenue. The material is in poor condition and should be replaced.  
Estimate \$ 8,000

**RECOMMENDATION:**

Request approval of \$48,800 for Capital Improvement purchases out of this year's General Fund budget and approve any required budget adjustments.

CC: Bob Redmond      Tom Hickner  
Tim Quinn           Brent Goik  
Crystal Hebert      Kim Pressnitz

**BAY COUNTY BOARD OF COMMISSIONERS**

**11/12/13**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (11/5/13)

WHEREAS, The Superintendent of Buildings and Grounds has identified capital improvement purchases to be made in 2013 totaling \$48,800; and

WHEREAS, The capital purchases include:

1. Re-carpeting 7<sup>th</sup> floor (north and south) with commercial carpet squares/adhesive during the winter months utilizing County staff - \$18,600;
2. Replace front-end mower at Pinconning Park - \$9,400;
3. Change out under floor brine solution with glycol solution at Civic Arena - \$12,800
4. Replace fabric on both sides of Civic Arena sign on Euclid Avenue - \$8,000

RESOLVED That the Bay County Board of Commissioners appropriates \$48,800 from fund balance for the capital improvement purchases (1 - 4) listed above; Be It Further

RESOLVED That related required budget adjustments are approved.

KIM COONAN, CHAIR  
AND COMMITTEE

Bldgs & Grnds - 2013 Capital Improvement Purchases

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  
Administrative Services**

**Tim Quinn, Interim Director of  
Recreation & Administrative Services**  
[quinnt@baycounty.net](mailto:quinnt@baycounty.net)

515 Center Avenue, Suite 403  
Bay City, Michigan 48708

Phone (989) 895-4130  
Fax (989) 895-7658  
TDD (989) 895-4049  
[www.baycounty-mi.gov](http://www.baycounty-mi.gov)



**Thomas L. Hickner**  
County Executive

**ANIMAL CONTROL**  
Michael Halstead, Manager  
[halsteadm@baycounty.net](mailto:halsteadm@baycounty.net)

**BUILDINGS & GROUNDS**  
Richard Pabalis, Superintendent  
[pabalistr@baycounty.net](mailto:pabalistr@baycounty.net)

**RECREATION**  
Brent Golk, Recreation & Clubhouse Supervisor  
[goikb@baycounty.net](mailto:goikb@baycounty.net)

TO: Kim Coonan, Chairperson of Ways & Means Committee and Commissioners  
FROM: *BJG* Brent Golk, Recreation Supervisor

RE: Community Center User Group Fee  
DATE: 10-28-13

**REQUEST:**

Add an hourly gym fee to the Community Center's fee schedule for the Michigan Fastbreak youth basketball program.

**BACKGROUND:**

Michigan Fastbreak (formerly Midland Fastbreak) is an elite girls and boys travel basketball program. The program formerly ran out of the Midland Community Center is expanding and we have been approached by Bob Taylor the program's director to bring their training to the Bay County Community Center. The program would utilize hours that the Community Center currently is not consistently renting out.

**ECONOMICS:**

The current rate structure for the Community Center's gyms is:

- small gym = \$41 per hour
- large gym = \$63 per hour

We are asking for a one year trial based fee of \$22.50 per hour utilizing both gyms. This fee was the same fee charged by the Midland Community Center. This program would run for 19 weeks (November-March) and utilize approximately 9.5 hours each week. The times are primarily Monday thru Friday from 4:30 pm to 6:00 pm and Sunday from 3:00 pm to 6:00 pm. This would in turn bring in an additional \$4,000 in revenue to the Community Center.

**RECOMMENDATION:**

Add a one year trial fee of \$22.50 per hour for the use of both gyms at the Community Center for the Michigan Fastbreak program.

BJG

CC: Tom Hickner  
Tim Quinn

Crystal Hebert  
Kim Priessnitz

Robert Redmond

-48-

**BAY COUNTY BOARD OF COMMISSIONERS**

**11/12/13**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (11/5/13)  
 WHEREAS, Michigan Fastbreak (formerly Midland Fastbreak) is an elite girls and boys basketball program that formerly ran out of the Midland Community Center, however, due to the team expansion, Bay County has been approached to utilize the Bay County Community Center for the teams' training; and  
 WHEREAS, The program would utilize hours that the Community Center is currently not consistently renting out; and  
 WHEREAS, It is proposed that the rental fee (for a one year trial basis) be \$22.50 per hour utilizing both gyms, the same rate charged by the Midland Community Center, and Bay County would realize an additional \$4,000 in revenue to the Community Center; and  
 WHEREAS, The Michigan Fastbreak program would run for nineteen (19) weeks, November thru March, Monday thru Friday from 4:30 p.m. to 6:00 p.m. and Sunday from 3:00 p.m. to 6:00 p.m., utilizing approximately 9.5 hours each week; and  
 WHEREAS, Current Community Center gym rental rates are: Small gym - \$41/hr.; Large gym - \$63/hr.; Therefore, Be It  
 RESOLVED That the Bay County Board of Commissioners approves the addition of a new hourly gym (large and small) rental fee of \$22.50 to the Community Center's fee schedule for the Michigan Fastbreak Youth Basketball Program; Be It Further  
 RESOLVED That the new hourly gym rental fee is established on a trial basis to be evaluated in 2014.

KIM COONAN, CHAIR  
 AND COMMITTEE

Comm Ctr - Gym Rental Fee - Michigan Fastbreak Program

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 \_\_\_\_\_

-49-



Thomas L. Hickner  
Bay County Executive

 **BAY COUNTY**  
**Health Department**  
Creating A Healthy Environment For The Community

Joel R. Strasz  
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, Health Director  
**DATE:** October 29, 2013  
**CC:** Tom Hickner, Marty Fitzhugh, Crystal Hebert, Kim Priessnitz,  
**RE:** Request Permission to Apply for MDCH Health Innovation Grant Opportunity

**BACKGROUND:** The Michigan Department of Community Health is looking for projects that demonstrate an innovative approach to improving the efficiency and effectiveness of the delivery of health services, and have the potential for replication within the State. MDCH is allowing more than one grant application to be submitted in this opportunity. Grant applications will be submitted for an integration of a secure, encrypted email system.

**FINANCE AND ECONOMICS:** Each grant can be funded up to \$35,000. There is no financial cost to the Health Department as all costs associated will be included in the grants, if funded. If the grants are successfully implemented, the return on investment could potentially be as much as \$50,000 over a five year period.

**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 these grants.

**BAY COUNTY BOARD OF COMMISSIONERS**

**11/12/13**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (11/5/13)  
 WHEREAS, The Michigan Department of Community Health (MDCH) is looking for projects that demonstrate an innovative approach to improving the efficiency and effectiveness of the delivery of health services and have the potential for replication within the State; and  
 WHEREAS, MDCH is allowing more than one grant application to be submitted in this effort; and  
 WHEREAS, Grant applications will be submitted for an integration of a secure, encrypted email system; and  
 WHEREAS, Each grant can be funded up to \$35,000 with no local match required if funded; and  
 WHEREAS, If the grants are successfully implemented, the return on investment could potentially be as much as \$50,000 over a five-year period; Therefore, Be It  
 RESOLVED That the Chairman of the Board is authorized to execute and submit electronically (if required) the Michigan Department of Community (MDCH) Health Innovation 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 - MDCH Health Innovation 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 \_\_\_\_\_

-51-



Thomas L. Hickner  
Bay County Executive



Joel R. Strasz  
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, Health Director  
**DATE:** October 29, 2013  
**CC:** Tom Hickner, Marty Fitzhugh, Crystal Hebert, Kim Priessnitz,  
**RE:** Request Permission to Apply for Accreditation Support Initiative Grant Opportunity through the National Association of County & City Health Officials (NACCHO)

**BACKGROUND:** The National Association of County & City Health Officials (NACCHO) is providing grant opportunities of up to \$40,000 will be provided to local health departments to engage in activities that will demonstrate a measurable increase in their readiness to achieve Public Health Accreditation Board (PHAB) accreditation. In the past year, the Health Department has developed a strategic plan to prepare for the accreditation and has outlined several objectives through the community health improvement plan and a workforce development initiative. Grant funding would assist in meeting these goals.

**FINANCE AND ECONOMICS:** There is no financial cost to the Health Department as all costs associated will be included in the grants, if funded.

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

-52-

**BAY COUNTY BOARD OF COMMISSIONERS**

**11/12/13**

**RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (11/5/13)
- WHEREAS, The National Association of County & City Health Officials (NACCHO) is providing grant opportunities of up to \$40,000 to local health departments to engage in activities that will demonstrate a measurable increase in their readiness to achieve Public Health Accreditation Board (PHAB) accreditation; and
- WHEREAS, In the past year the Health Department has developed a strategic plan to prepare for the accreditation and has outlined several objectives through the community health improvement plan and a workforce development initiative. The grant funding would assist in meeting these goals; and
- WHEREAS, There is no financial cost to the Health Department as all costs associated will be included in the grants, if funded; Therefore, Be It
- RESOLVED That the Chairman of the Board is authorized to execute and submit electronically (if required) the Accreditation Support Initiative Grant through the National Association of County & City Health Officials (NACCHO) and the Chairman of the Board is authorized to execute the 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 - NACCHO Accreditation Support Initiative 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 \_\_\_\_\_



**BAY COUNTY  
PAYROLL AND BENEFITS**

**Thomas L. Hickner**  
County Executive

**Tim Quinn**  
Personnel Director  
[quinnt@baycounty.net](mailto:quinnt@baycounty.net)

**Tiffany Jerry**  
Payroll and Benefits Supervisor  
[jerryt@baycounty.net](mailto:jerryt@baycounty.net)  
(989) 895-4032

**Becky Smutek**  
Payroll Clerk  
[smutekb@baycounty.net](mailto:smutekb@baycounty.net)  
(989) 895-4044

**DATE:** October 30, 2013  
**TO:** Kim J. Coonan, Chairman  
Ways and Means Committee  
**FROM:** Jeanie Deckert, Wellness Coordinator  
Personnel Department  
**Subject:** Budget Adjustment for the purchase of Equipment

**BACKGROUND:**

At present, the 2013 Wellness Budget (67718590-96730) has \$1,550 available for the purchase of machinery and equipment. These particular budgeted funds have not been utilized since 2010.

**FINANCE / ECONOMICS:**

I am requesting to increase this fund to \$7,000 for the 2013 budget; which would be an adjustment of \$5,450. The equipment that would be purchased with the additional funds will be a NuStep Recumbent Cross Trainer. This equipment will assist people with disabilities who are unable to use traditional workout equipment. In addition to users with all ability levels to obtain a unique cardio and strength workout.

Purchase price on this item ranges from \$3,795 to \$6,195. The company is based out of Ann Arbor, MI so there would be an additional \$341 fee for delivery and installation.

**RECOMMENDATION:**

Request the approval to purchase and authorization for the increase in the Wellness Budget for this particular machine or one of similar nature.

**CC:** Deanne Berger, BOC  
Crystal Hebert, Finance Officer  
Tim Quinn, Personnel Director  
Tom Hickner, County Executive  
Bob Redmond, Financial Analyst

515 Center Avenue, Suite 705, Bay City, MI 48708  
FAX (989) 895-4049 • TDD (Hearing Impaired) (989) 895-4049  
Web: [www.baycounty-mi.gov](http://www.baycounty-mi.gov)

-54-



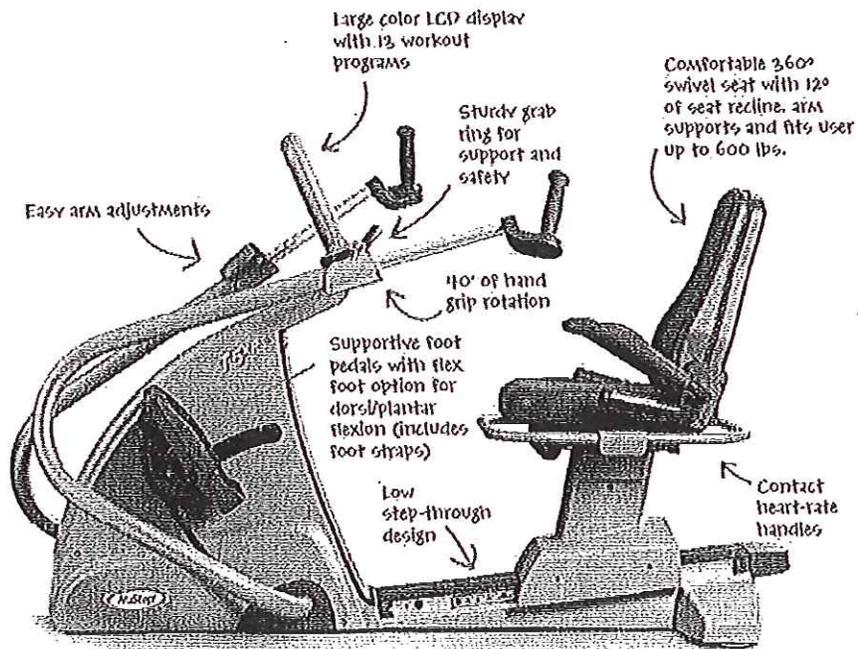
## NuStep T5<sup>XR</sup> Benefits for Health Clubs

10,000 Americans are turning 65 each day<sup>1</sup>.

In 2012, 26.2% of Americans were obese and an additional 36.1% were overweight<sup>1</sup>.

These groups are also the least likely to join a traditional health club or gym.

NuStep can be used by people of virtually all ages, fitness levels and ability levels and can help draw in additional revenue through these growing populations.



- Secure seated position allows the user to feel safe, secure and comfortable while exercising.
- Low step-through design makes it easier to get on and off the unit.
- 12° reclining seat provides comfort for users of all sizes.
- Smooth stepping motion offers low-impact exercise that is easy on the joints.
- Ideal for individuals who cannot safely use conventional fitness equipment (treadmills, cross trainers or exercise bikes) including those with:
  - Balance, flexibility or mobility issues
  - Upper or lower body weakness
- 40° of hand grip rotation provides less stress on the wrist.
- Dorsi/plantar flexion simulates a more natural walking movement and reduces stress on the ankle.
- Adjustable workloads range from easy to challenging, accommodating the physically impaired to the elite athlete.

- Combined upper and lower body workout safely and efficiently elevates the user's heart rate into the target heart rate range.
- Upper body workout strengthens the chest, deltoids, triceps, and forearms and upper and lower back muscles.
- Lower body workout strengthens glutes, quadriceps, hamstrings, vastus medialis oblique, gastrocnemius and soleus muscles.
- Contact heart rate hand grips provide accurate heart rate readout on display.
- Large, easy-to-read LCD display includes 13 workout programs, METS, Watts, steps per minute, calories burned, time elapsed and total steps making it easy to monitor workout and track outcomes.
- Compact unit that can be placed virtually anywhere and requires no electricity.

#### *Proof Points:*

- **Older Adults:** A pilot study using the NuStep examines the effects of exercise in residents of an assisted living community finds that more active residents maintain or improve strength and mobility.

Read More: Effects of Exercise on Strength and Mobility in Residents of Assisted Living Communities: Pilot Study Trends - Texas AHPERD Journal

- **Obese and Overweight:** Feasibility study finds that NuStep recumbent cross trainer can be used safely and reliably to assess cardiorespiratory fitness of morbidly obese patient prior to bariatric surgery.

Read More: Evaluation of Cardiorespiratory Fitness in Morbidly Obese Adults: A Feasibility Study - Medicine & Science in Sports & Exercise

#### *Specification:*

- Unit footprint: 73"L x 29"W x 46"H (185x74x117 cm)
- Unit weight: 295 lbs (134 kg)
- User weight capacity: 600 lbs (272 kg)
- Warranty: 10-year frame, limited 5-year parts, 1-year labor

*<sup>1</sup>Mintel Health and Fitness Clubs US June 2013*

Rev. 8/30/13

NuStep, Inc.  
 5111 Venture Dr.  
 Suite 1  
 Ann Arbor, MI 48108  
 USA



Phone: 800-322-2209  
 Direct Fax: 734-418-1883  
 Corporate Fax: 734-769-8180  
 Email: amcdonald@nustep.com

Transforming Lives®

Customer No. 68208  
 Quote Number: 36674

Quote

Page: 1 of 4

**Bill To:**  
 Bay County Parks and Recreation  
 515 Center Avenue  
 Bay City, MI 48708  
 USA

Phone: 989-895-4100      Fax: 989-895-4094

**Ship To:**  
 Bay County Parks and Recreation  
 515 Center Avenue  
 Bay City MI 48708  
 USA

Expires: 01/28/14

Quote Option: A

Line	Part Number	Rev	Description	Qty	Unit Price	Net Price (USD)
1	05003-HB	D	T5 XR with Oversize Seat- fully assembled shipped in a horizontal box	1.00	6,195.00	6,195.00
Freight T5XR (US-P)						341.00
*Shipping Type Quoted: Full Service						
FOB: Destination, PPD & Add						
<i>*Full Service will transport, place and position the unit(s) in your home / facility, and discard all of the packaging materials (for T4r, includes placing the console in the riding position and securing it using the wrench provided).</i>						

Quote Option: A Total: 6,536.00

To place an order for the items above, please fax or email us an approved purchase order at your earliest convenience. If your facility/company does not use purchase orders, this document can be used as a contract by signing below and returning to us.

Please take a moment to verify the addresses and items above, and review the following terms:

Terms are net 30 from ship date. If payment is more than 15 days past due, a late fee of \$35 and interest in the amount of 1.5% per month will be charged (or the maximum amount allowed under applicable law). Failure to pay will void all product warranties. Non-sufficient funds (NSF) fee is \$35.

Sales tax may be applied at the time of invoicing. If you are tax exempt, please provide a tax exempt certificate with your order.

X \_\_\_\_\_  
 Customer Signature      Print Name      Date

X *Audry McDonald*      Audry McDonald      10/30/2013  
 NuStep, Inc. Active Living Consultant Signature      Name      Date

Thank you for your order!  
 This order is subject to review and acceptance by our Corporate Headquarters in Ann Arbor, Michigan.  
 Please contact us if you do not receive a confirmation.

QuoteForm:001:00

(Continued Next Page)

-57-

NuStep, Inc.  
 5111 Venture Dr.  
 Suite 1  
 Ann Arbor, MI 48108  
 USA



Phone: 800-322-2209  
 Direct Fax: 734-418-1883  
 Corporate Fax: 734-769-8180  
 Email: amcdonald@nustep.com

Transforming Lives®

Customer No. 68208  
 Quote Number: 36674

Quote

Page: 2 of 4

**Bill To:**  
 Bay County Parks and Recreation  
 515 Center Avenue  
 Bay City, MI 48708  
 USA  
  
 Phone: 989-895-4100 Fax: 989-895-4094

**Ship To:**  
 Bay County Parks and Recreation  
 515 Center Avenue  
 Bay City MI 48708  
 USA  
  
 Expires: 01/28/14

Quote Option: B

Line	Part Number	Rev	Description	Qty	Unit Price	Net Price (USD)
2	05002-HB	D	T5 XR - fully assembled shipped in a horizontal box	1.00	5,995.00	5,995.00
Freight T5XR (US-P)						341.00
*Shipping Type Quoted: Full Service						
FOB: Destination, PPD & Add						
<i>*Full Service will transport, place and position the unit(s) in your home / facility, and discard all of the packaging materials (for T4r, includes placing the console in the riding position and securing it using the wrench provided).</i>						

Quote Option: B Total: 6,336.00

To place an order for the items above, please fax or email us an approved purchase order at your earliest convenience. If your facility/company does not use purchase orders, this document can be used as a contract by signing below and returning to us. Please take a moment to verify the addresses and items above, and review the following terms:

Terms are net 30 from ship date. If payment is more than 15 days past due, a late fee of \$35 and interest in the amount of 1.5% per month will be charged (or the maximum amount allowed under applicable law). Failure to pay will void all product warranties. Non-sufficient funds (NSF) fee is \$35.

Sales tax may be applied at the time of invoicing. If you are tax exempt, please provide a tax exempt certificate with your order.

X \_\_\_\_\_  
 Customer Signature Print Name Date  
 X *Audry McDonald* Audry McDonald 10/30/2013  
 NuStep, Inc. Active Living Consultant Signature Name Date

Thank you for your order!  
 This order is subject to review and acceptance by our Corporate Headquarters in Ann Arbor, Michigan.  
 Please contact us if you do not receive a confirmation.

(Continued Next Page)

-58-

NuStep, Inc.  
 5111 Venture Dr.  
 Suite 1  
 Ann Arbor, MI 48108  
 USA



Phone: 800-322-2209  
 Direct Fax: 734-418-1883  
 Corporate Fax: 734-769-8180  
 Email: amcdonald@nustep.com

Transforming Lives®

Customer No. 68208  
 Quote Number: 36674

Quote

Page: 3 of 4

**Bill To:**  
 Bay County Parks and Recreation  
 515 Center Avenue  
 Bay City, MI 48708  
 USA  
  
 Phone: 989-895-4100 Fax: 989-895-4094

**Ship To:**  
 Bay County Parks and Recreation  
 515 Center Avenue  
 Bay City MI 48708  
 USA  
  
 Expires: 01/28/14

Quote Option: C

Line	Part Number	Rev.	Description	Qty	Unit Price	Net Price (USD)
3	05001-HB	C	T5 - fully assembled shipped in a horizontal box	1.00	5,595.00	5,595.00
4	50959	D	T5 Foot Secure System - Set	1.00	75.00	75.00
Freight T5 (US-P)						341.00
*Shipping Type Quoted: Full Service						
FOB: Destination, PPD & Add						
<i>*Full Service... will transport, place and position the unit(s) in your home / facility, and discard all of the packaging materials (for T4r, includes placing the console in the riding position and securing it using the wrench provided).</i>						

Quote Option: C Total: 6,011.00

To place an order for the items above, please fax or email us an approved purchase order at your earliest convenience. If your facility/company does not use purchase orders, this document can be used as a contract by signing below and returning to us.

Please take a moment to verify the addresses and items above, and review the following terms:

Terms are net 30 from ship date. If payment is more than 15 days past due, a late fee of \$35 and interest in the amount of 1.5% per month will be charged (or the maximum amount allowed under applicable law). Failure to pay will void all product warranties. Non-sufficient funds (NSF) fee is \$35.

Sales tax may be applied at the time of invoicing. If you are tax exempt, please provide a tax exempt certificate with your order.

X  
 Customer Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_  
 X *Audry McDonald* \_\_\_\_\_ Audry McDonald 10/30/2013  
 NuStep, Inc. Active Living Consultant Signature \_\_\_\_\_ Name \_\_\_\_\_ Date \_\_\_\_\_

Thank you for your order!  
 This order is subject to review and acceptance by our Corporate Headquarters in Ann Arbor, Michigan.  
 Please contact us if you do not receive a confirmation.

(Continued Next Page)

-59-

NuStep, Inc.  
 5111 Venture Dr.  
 Suite 1  
 Ann Arbor, MI 48108  
 USA



Phone: 800-322-2209  
 Direct Fax: 734-418-1883  
 Corporate Fax: 734-769-8180  
 Email: amcdonald@nustep.com

Transforming Lives®

Customer No. 68208  
 Quote Number: 36674

Quote

Page: 4 of 4

<p><b>Bill To:</b>          Bay County Parks and Recreation          515 Center Avenue          Bay City, MI 48708          USA</p> <p>Phone: 989-895-4100      Fax: 989-895-4094</p>	<p><b>Ship To:</b>          Bay County Parks and Recreation          515 Center Avenue          Bay City MI 48708          USA</p> <p>Expires: 01/28/14</p>
---	---

Quote Option: D

Line	Part Number	Rev	Description	Qty	Unit Price	Net Price (USD)
5	45000	B	T4r Recumbent Cross Trainer, English	1.00	3,795.00	3,795.00
6	45670	A	T4r Foot Secure System - Accessory Installed	1.00	75.00	75.00
Freight T4r (US-P)						341.00
*Shipping Type Quoted: Full Service						
FOB: Destination, PPD & Add						
<i>*Full Service will transport, place and position the unit(s) in your home / facility, and discard all of the packaging materials (for T4r, includes placing the console in the riding position and securing it using the wrench provided).</i>						

Quote Option: D Total: 4,211.00

To place an order for the items above, please fax or email us an approved purchase order at your earliest convenience. If your facility/company does not use purchase orders, this document can be used as a contract by signing below and returning to us.

Please take a moment to verify the addresses and items above, and review the following terms:

Terms are net 30 from ship date. If payment is more than 15 days past due, a late fee of \$35 and interest in the amount of 1.5% per month will be charged (or the maximum amount allowed under applicable law). Failure to pay will void all product warranties. Non-sufficient funds (NSF) fee is \$35.

Sales tax may be applied at the time of invoicing. If you are tax exempt, please provide a tax exempt certificate with your order.

X	Customer Signature	Print Name	Date
X	<i>Audrey McDonald</i>	Audrey McDonald	10/30/2013
	NuStep, Inc. Active Living Consultant Signature	Name	Date

Thank you for your order!  
 This order is subject to review and acceptance by our Corporate Headquarters in Ann Arbor, Michigan.  
 Please contact us if you do not receive a confirmation.

-60-

**BAY COUNTY BOARD OF COMMISSIONERS**

**11/12/13**

**RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (11/5/13)
- WHEREAS, In 2009 the Bay County Community Center weight room was renovated for an initiative of wellness to promote better health offered to the public at an affordable cost and for Bay County employees and retirees; and
- WHEREAS, Included in the renovation of the weight room was the expansion of the room, additional equipment purchased and flat screen televisions hung on the walls; and
- WHEREAS, Not all of the equipment in the weight room can be used by individuals with disabilities and the addition of a recumbent cross trainer to the weight room would assist people with disabilities who are unable to use traditional workout equipment and provide users with all ability levels to obtain a unique cardio and strength workout; and
- WHEREAS, The projected cost of the recumbent cross trainer does not exceed \$7,000 which includes delivery and installation; and
- WHEREAS, Budgeted monies available for this purchase are \$1,550 with an additional \$5,450 required; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners approves the purchase of a recumbent cross trainer at a cost not to exceed \$7,000 to include equipment cost, delivery and installation; Be It
- RESOLVED That the Chairman of the Board is authorized to execute any documents that may be required on behalf of Bay County following legal review/approval; Be It Further
- RESOLVED That a budget adjustment of \$5,450 from Fund Balance is hereby approved.

KIM COONAN, CHAIR  
AND COMMITTEE

Comm Ctr - Recumbent Cross Trainer

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**

**Tim Quinn, Director**  
[quinn@baycounty.net](mailto:quinn@baycounty.net)  
(989) 895-4098 (T)  
(989) 895-2076 (F)

October 31, 2013

**Thomas L. Hickner**  
County Executive

**Tiffany Jerry, Payroll/Benefits Super.**  
[jerry@baycounty.net](mailto:jerry@baycounty.net)  
(989) 895-4032 (T)  
(989) 895-4039 (F)

**Retirement Adm./Acct.**  
(989) 895-4043 (T)  
(989) 895-4113 (F)

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

**Rebecca Smutek, Payroll Clerk**  
[smutekr@baycounty.net](mailto:smutekr@baycounty.net)  
(989) 895-4044 (T)  
(989) 895-4039 (F)

RE: **Agenda Item**

Dear Commissioner Coonan:

Please consider the item listed below for the agenda of the Ways and Means committee.

- Request:** Request to post and fill a Typist Clerk III position in the Register of Deeds Office.
- Background:** Current employee has accepted the Account Clerk III position in the Treasurer's Office.
- Finance/Economics:** This is a full-time position with benefits in the USW Union. \$12.71 per hour entry, progressing to \$15.01 per hour after 2 years (TU06). Funds exist within the current existing budget.
- Recommendation:** Please refer to the full board.

Thank you for your consideration.

Sincerely,

Tim Quinn, Director  
Personnel and Employee Relations

TQ/mr

cc: Tom Hickner  
Marty Fitzhugh  
Crystal Hebert  
Brandon Krause  
Vicki Roupe  
Wanda Behmlander

**BAY COUNTY BOARD OF COMMISSIONERS**

**11/12/13**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (11/5/13)  
 RESOLVED By the Bay County Board of Commissioners that concurrence is given to post/advertise/fill the following full time/part time/temporary/seasonal or co-op positions/vacancies/new positions, monies for said positions to come from the respective departmental budgets:

**VACANCY:**

a. Register of Deeds - Typist Clerk III (ft, \$12.71/hr. entry)

RESOLVED That budget adjustments, if required, are approved.

RESOLVED That it is clearly understood that any positions funded through a grant shall be terminated or hours reduced if grant funding is terminated or reduced.

KIM COONAN, CHAIR  
 AND COMMITTEE

Vacancy - Register of Deeds

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 \_\_\_\_\_

**RESOLUTION**

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

BY:                   WAYS AND MEANS COMMITTEE                   11/05/2013

RESOLVED:           By this Board of Commissioners of Bay County, Michigan, that the following Budget Adjustments are hereby approved on 11/12/2013 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
2013-11-002	HEALTH DEPT - DIST HEALTH FUND IMMUNIZATIONS Total HEALTH DEPT - DIST HEALTH FUND			X
	INCREASE 2013 PRIVATE PAY INSURANCE REVENUE LINE ITEM DUE TO MORE IMMUNIZATIONS BEING DONE.			
2013-11-003	GENERAL FUND BUILDINGS AND GROUNDS Total GENERAL FUND			X
	BUDGET FOR THE PURCHASE OF A \$2,360. HOT WIRE WELDER FOR BUILDING AND GROUNDS.			
2013-11-004	GENERAL FUND COMMUNITY CENTER FAIRGROUNDS PINCONNING PARK Total GENERAL FUND			X
	BUDGET FOR TWO OTHER ROOF REPAIRS SINCE THERE WAS EXTRA FUNDING AVAILABLE AFTER BUILDING & GROUNDS DEPARTMENT COMPLETED THE CANTEEN ROOF AT THE FAIRGROUNDS. THE TWO ROOFING PROJECTS ARE PINCONNING PARK BATH HOUSE FOR \$1,725 AND COMMUNITY CENTER SWIMMING POOL CHEMICAL STORAGE SHED FOR \$1,000.			
2013-11-005	GENERAL FUND BOARD OF COMMISSIONERS EQUALIZATION DEPARTMENT Total GENERAL FUND		\$5,000	
	TO INCREASE PRINTING AND BINDING LINE ITEM-72800 FOR THE EQUALIZATION DEPARTMENT.			
2013-11-006	VETERANS' TRUST FUND VETERANS' TRUST BOARD			

*-64-*

Journal Request Number	Fund Involved Department Involved	Favorable Impact	Unfavorable Impact	No Impact
	Total VETERANS' TRUST FUND			X
	TO REALIGN THE VETERANS TRUST FUND BUDGET. THIS FUND IS OPERATED THROUGH THE STATE OF MICHIGAN.			
2013-11-007	GENERAL FUND SECONDARY ROAD PATROL Total GENERAL FUND			X
	BUDGET FOR THE \$1,000. CONTRIBUTION FROM ENBRIDGE CORPORATION RECEIVED IN AUGUST 2013. SHERIFF DEPARTMENT WANTS TO PURCHASE EQUIPMENT FOR THE ROAD PATROL.			
2013-11-008	GENERAL FUND BOARD OF COMMISSIONERS SECONDARY ROAD PATROL Total GENERAL FUND		\$23,300	

TO PURCHASE A REPLACEMENT ROAD PATROL VEHICLE DUE TO A TRAFFIC ACCIDENT IN WHICH A ROAD PATROL VEHICLE WAS DECLARED A TOTAL LOSS. THIS BUDGET ADJUSTMENT WILL BE ADJUSTED TO REFLECT THE INSURANCE REFUND WHEN THAT INFORMATION BECOME AVAILABLE.

Kim Coonan, Chairman W. & M. and Committee

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-65-

# Budget Adjustment Detail

Journal Request Number **2013-11-002**

Ref: IMMS

Desc: IMMS INC \$

Eff Date: 11/12/2013

Org / Object	Description	I/D	Amount
HEALTH DEPT - DIST HEALTH FUND			
IMMUNIZATIONS			
22161106	68003	BLUE CROSS/OTHER INSURANCE	I 25,000
22161106	74000	OPERATING SUPPLIES	I 25,000
Total HEALTH DEPT - DIST HEALTH FUND			Favorable Unfavorable \$0 \$0

## Explanation

INCREASE 2013 PRIVATE PAY INSURANCE REVENUE LINE ITEM DUE TO MORE IMMUNIZATIONS BEING DONE.

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# Budget Adjustment Detail

Journal Request Number 2013-11-003

Ref: HOT

Desc: HOT WIRE

Eff Date: 11/12/2013

Org / Object	Description	I/D	Amount	
GENERAL FUND				
BUILDINGS AND GROUNDS				
10126500 67104	MISCELLANEOUS REVENUES	I	1,351	
10126500 93500	TELEPHONE REPAIR & MAINTENANCE	D	1,009	
10126500 96730	MACHINERY & EQUIPMENT EXPENSE	I	2,360	
			Favorable	Unfavorable
Total GENERAL FUND			\$0	\$0

## Explanation

BUDGET FOR THE PURCHASE OF A \$2,360. HOT WIRE WELDER FOR BUILDING AND GROUNDS.

## Budget Adjustment Detail

Journal Request Number **2013-11-004**

Ref: ROOF

Desc: ROOF

Eff Date: 11/12/2013

Org / Object	Description	I/D	Amount
GENERAL FUND			
COMMUNITY CENTER			
10175700 96720	BLDGS/BLDG ADD.& IMPROVE EXPEN	I	1,000
FAIRGROUNDS			
10176000 97500	BLDGS, BLDG ADDITIONS & IMPROV	D	2,725
PINCONNING PARK			
10176300 96720	BLDGS/BLDG ADD.& IMPROVE EXPEN	I	1,725
<b>Total GENERAL FUND</b>		Favorable \$0	Unfavorable \$0

**Explanation**

BUDGET FOR TWO OTHER ROOF REPAIRS SINCE THERE WAS EXTRA FUNDING AVAILABLE AFTER BUILDING & GROUNDS DEPARTMENT COMPLETED THE CANTEEN ROOF AT THE FAIRGROUNDS. THE TWO ROOFING PROJECTS ARE PINCONNING PARK BATH HOUSE FOR \$1,725 AND COMMUNITY CENTER SWIMMING POOL CHEMICAL STORAGE SHED FOR \$1,000.

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# Budget Adjustment Detail

Journal Request Number 2013-11-005

Ref: INC.

Desc: INC. PRINT

Eff Date: 11/12/2013

Org / Object	Description	I/D	Amount
GENERAL FUND			
BOARD OF COMMISSIONERS			
10110100 40001	FUND BALANCE	I	5,000
EQUALIZATION DEPARTMENT			
10125700 72800	PRINTING AND BINDING	I	8,000
10125700 93700	HARD/SOFTWARE REPAIR & MAINT	D	3,000
Total GENERAL FUND		Favorable	Unfavorable
		\$0	\$5,000

Explanation

TO INCREASE PRINTING AND BINDING LINE ITEM-72800 FOR THE EQUALIZATION DEPARTMENT.

# Budget Adjustment Detail

Journal Request Number 2013-11-006

Ref: VET

Desc: VETERANS

Eff Date: 11/12/2013

Org / Object	Description	I/D	Amount		
VETERANS' TRUST FUND					
VETERANS' TRUST BOARD					
29468300	70300	SALARIES-ELECTED OR APPOINTED	D	3,000	
29468300	75000	GAS, OIL AND GREASE	D	1,000	
29468300	93000	REPAIR AND MAINTENANCE	I	4,000	
				Favorable	Unfavorable
<b>Total VETERANS' TRUST FUND</b>				\$0	\$0

## Explanation

TO REALIGN THE VETERANS TRUST FUND BUDGET. THIS FUND IS OPERATED THROUGH THE STATE OF MICHIGAN.

## Budget Adjustment Detail

Journal Request Number **2013-11-007**

Ref: CONTRI

Desc: CONTRIBUT

Eff Date: 11/12/2013

Org / Object	Description	I/D	Amount
GENERAL FUND			
SECONDARY ROAD PATROL			
10131500 67500	CONTRIBUTIONS FROM PVT SOURCES	I	1,000
10131500 96730	MACHINERY & EQUIPMENT EXPENSE	I	1,000
			Favorable      Unfavorable
<b>Total GENERAL FUND</b>			<b>\$0                      \$0</b>

**Explanation**

BUDGET FOR THE \$1,000. CONTRIBUTION FROM ENBRIDGE CORPORATION RECEIVED IN AUGUST 2013. SHERIFF DEPARTMENT WANTS TO PURCHASE EQUIPMENT FOR THE ROAD PATROL.

## Budget Adjustment Detail

Journal Request Number **2013-11-008**

Ref: REPLAC

Desc: REPLACE

Eff Date: 11/12/2013

Org / Object	Description	I/D	Amount
GENERAL FUND			
BOARD OF COMMISSIONERS			
10110100 40001	FUND BALANCE	I	23,300
SECONDARY ROAD PATROL			
10131500 98100	VEHICLES	I	23,300
		Favorable	Unfavorable
<b>Total GENERAL FUND</b>		\$0	\$23,300

**Explanation**

TO PURCHASE A REPLACEMENT ROAD PATROL VEHICLE DUE TO A TRAFFIC ACCIDENT IN WHICH A ROAD PATROL VEHICLE WAS DECLARED A TOTAL LOSS. THIS BUDGET ADJUSTMENT WILL BE ADJUSTED TO REFLECT THE INSURANCE REFUND WHEN THAT INFORMATION BECOME AVAILABLE.

Analysis of General Fund Unreserved/Undesignated Fund Balance 2013

Report Date: 10/28/2013

Description	Journal Number	2,013 Fund Balance
Assigned Fund Balance or (Deficit) 12/31/2012		\$7,133,913
Reverse previous years Committed Fund Balance *		\$111,383
		-----
Assigned Fund Balance or (Deficit)		\$7,245,296
		-----
2013 Budgeted Surplus /(Deficit)		\$92,309
BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH OCTOBER 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 & Recreations 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
Reduce Board of Canvassers per diem account 10126201-71000 to zero	13-07-0127	12,050
Secondary Rd Patrol Grant increased \$8,994 used for equipment & personnel	13-07-0005	6,054
Budget for rollover of 2012 PO's @12/31/12	13-08-0297	-111,383
Per Board resolution 2013-131 restore Bd. Of Canvassers 2013 budget plus \$3,100	13-08-0284	-15,150
Probate Court Juvenile Drug Court grant was eliminated	13-08-0008	-45,440
Budget for Sheriff Department gasoline price increases	13-08-0006	-31,100
Budget for roll over of Michigan lake plain regional reference curve grant dollars	13-08-0005	7,083
Budget for Sheriff Department purchase of three vehicles	13-09-0003	-71,675
Budget for upgrade to the security in the Community Center and County Building	13-09-0303	-19,100
		-----
October 28, 2013		-374,077
		-----
Assigned Fund Balance or (Deficit) 10/28/2013		\$6,963,528



**BAY COUNTY**  
**FINANCE DEPARTMENT**

Thomas L. Hickner  
Bay County Executive

**Crystal A. Hebert**  
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**TO:** Kim Coonan, Chairperson  
Ways & Means Committee

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

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

**DATE:** October 30, 2013

**REQUEST:**  
Please place this memo on the November 5, 2013, agenda for your committee's information.

**BACKGROUND:**  
On October 17, 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.

**RECOMMENDATION:**  
To receive.

c: Tom Hickner  
Marty Fitzhugh  
Kim Priessnitz  
Tim Quinn

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