

**WAYS AND MEANS COMMITTEE
AGENDA
TUESDAY, JANUARY 5, 2010**

4:00 P.M.

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

- I CALL TO ORDER
- II ROLL CALL
- 1- 8 III MINUTES (12/1/09)
- IV PUBLIC INPUT
- V PETITIONS AND COMMUNICATIONS
- 9 A. Bay Future, Inc. - 2010 Contractual Services **(Seeking payment of \$50,000. Note: Funds budgeted in Board's 2010 budget)**
- 10 B. Michigan Association of Counties - 2009-2010 Dues **(Seeking payment of balance of dues \$6,262.91. Note: Funds budgeted in Board's 2010 budget)**
- C. Assistant County Executive for Recreation and Administrative Services - Resilient C
- 11-13 1. Operations Analysis - County Clerk **(Note: The Board, on 12/15/09, approved the hours/cost for the operations analysis - motion attached. No further action required other than to receive scope of services.)**
- 14-17 2. Status Report **(Receive)**
- 18-22 D. Corporation Counsel - Draft Amendment of Bay County Employees' Retirement Ordinance **(Seeking referral to the full Board 1/12/10 pursuant to Board Rules)**
- 23-27 E. Michigan State Housing Development Authority - Amendment to Grant #MSC-2008-0757-HOA **(Seeking approval of grant amendment (reduction in funding; change is grant period); authorization for Board Chair to sign - proposed resolution attached)**
- F. Personnel Director - Tuition Reimbursement
- 28-30 1. Jill McKeon - Treasurer's Office **(Receive)**
- 31-33 2. Lt. Kevin Nickel - Sheriff Dept. **(Concur with Sheriff's recommendation to approve)**
- 34-42 G. Recreation Supervisor and Civic Arena Retail Manager - Report on Civic Arena Programs 2008 & 2009 **(Receive)**

- 43-44 H. Director, 911 Central Dispatch - Motorola Service Agreement (**Seeking approval of renewal of services agreement; authorization for Board Chair to sign; approval of any required budget adjustments - proposed resolution attached**)
- 45-47 I. Director of Information Systems - Heiden Consulting and Charter Internet Services (**Seeking approval of agreement w/Heiden Consulting and w/Charter Communications; authorization for Board Chair to sign; approval of required budget adjustments - proposed resolution attached**)
- 48-52 J. Superintendent of Buildings and Grounds - Pinconning Park Campsites (**Seeking Fund Balance funding to create six (6) camp sites at Pinconning Park - proposed resolution attached**)

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

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

WAYS AND MEANS COMMITTEE

MINUTES

MEETING OF THE BAY COUNTY WAYS AND MEANS COMMITTEE HELD ON TUESDAY, DECEMBER 1, 2009, FOURTH FLOOR, BAY COUNTY BUILDING, 515 CENTER AVENUE, BAY CITY, MI 48708.

Call to order @ 4:03 p.m. by Chair Elder.

Roll call:

MOTION NO.

COMMISSIONERS PRESENT:	1	2	3	4	5	6	7	8	9	10	11	12
BRIAN K. ELDER, CHAIR P	Y	Y	Y	Y		Y	Y	Y	Y	Y	Y	Y
DONALD J. TILLEY, VICE CHAIR P	Y	Y	Y	M/Y	S/Y	Y	Y	Y	Y	Y	S/Y	M/Y
MICHAEL J. DURANCZYK P	S/Y	Y	S/Y	S/Y		Y	Y	Y	Y	Y	Y	Y
VAUGHN J. BEGICK P	Y	Y	Y	Y		Y	Y	Y	S/Y	Y	Y	Y
DAWN A. KLIDA P	M/Y	M/Y	Y	Y		S/Y	S/Y	Y	M/Y	Y	Y	Y
ERNIE KRYGIER	E	X	C	U	S	E	D					
KIM COONAN P	Y	Y	Y	Y	M	N	Y	M/Y	Y	M/Y	Y	Y
EUGENE F. GWIZDALA P	Y	S/Y	M/Y	Y		M/Y	M/Y	S/Y	Y	S/Y	M/Y	S/Y
PATRICK H. BESON, EX OFFICIO P	Y	Y	Y	Y		Y	Y	Y	Y	Y	Y	Y

MOTION NO.

COMMISSIONERS PRESENT:	13	14	15	16	17	18	19	20	21	22	23	24
BRIAN K. ELDER, CHAIR	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		
DONALD J. TILLEY, VICE CHAIR	Y	Y	M/Y	S/Y	Y	M/Y	M/Y	Y	S/Y	S/Y		
MICHAEL J. DURANCZYK	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		
VAUGHN J. BEGICK	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		
DAWN A. KLIDA	S/Y	S/Y	Y	Y	M/Y	Y	Y	Y	M/Y	Y		
ERNIE KRYGIER	E	E	E	E	E	E	E	E	E	E		
KIM COONAN	Y	Y	Y	Y	Y	S/Y	S/Y	M/Y	Y	Y		
EUGENE F. GWIZDALA	M/Y	M/Y	S/Y	M/Y	S/Y	Y	Y	S/Y	Y	M/Y		
PATRICK H. BESON, EX OFFICIO	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		

MOTION NO.

COMMISSIONERS PRESENT:	25	26	27	28	29	30	31	32	33	34	35	36
BRIAN K. ELDER, CHAIR												
DONALD J. TILLEY, VICE CHAIR												
MICHAEL J. DURANCZYK												
VAUGHN J. BEGICK												
DAWN A. KLIDA												
ERNIE KRYGIER												
KIM COONAN												
EUGENE F. GWIZDALA												
PATRICK H. BESON, EX OFFICIO												

OTHERS PRESENT: T.HICKNER, M.GRAY, M.FITZHUGH, A.BROWN, T.QUINN, A.RUMMEL, V.ROUPE, R.BRZEZINSKI, C.LUCZAK, K.PRIESSNITZ, WM. DEATON, D.ENGELHARDT, H.WETTERS, J. STRASZ, C.IZWORSKI, F.HORGAN, R.DRYZGA, N.SAMYN, R.SUPER, M.MAILLETTE, S.MURPHY, R.REDMOND, BAY 3 TV, D.BERGER

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**WAYS AND MEANS COMMITTEE
TUESDAY, DECEMBER 1, 2009
PAGE 2**

MOTION NO.

NOTE: In addition to these typed minutes, this Committee meeting was also taped by Bay 3 TV and those tapes are available for review in the Administrative Services Department.

1 MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE NOVEMBER 3, 2009 WAYS AND MEANS COMMITTEE MEETING AS PRINTED.

Public input was called. Rick Dryzga, Retirement Board Chair, spoke to the proposal to amend the Retirement Ordinance to include the Treasurer as a voting member. Mr. Dryzga was present to voice opposition to the proposal. There has been no discussion on the proposed revision with the Retirement Board of Trustees, the governing body of the Retirement System by the Board Chair or the Treasurer as to the intent and reason for this major board revision. This change will take the Board from 7 to 8 members. Mr. Dryzga recalled that when a group of Bay County retirees wished to have a vote on the Retirement Board in past years they were rejected and one of the reasons was that it took the number of trustees to an even number. With the addition of the Treasurer there will not be equal representation as the general group will control four of the 8 seats and this opens the door to requests from other units who will also want to be directly represented, i.e. Behavioral Health, Library, Water and Sewer. Mr. Dryzga felt the proposal leads one to believe that there is an undercurrent of distrust towards the current trustees and the staff of the system. As of 12/31/08 the Retirement Fund was funded at 116% and it is one of the strongest systems in the State of Michigan according to the actuarial study. As there are no problems with our system, Mr. Dryzga was uncertain of the underlying intent of the proposal. It has been brought to the trustees attention that the Executive's proposed 2010 budget included continued funding for consultant to the Board of Trustees currently held by Michael Regulski but that position is now slated to be eliminated according the to Board's amended proposed budget. He was opposed to that. Bay County's Retirement System is transparent to the nth degree in the operation of its system. This is owed to the approx. 2,000 retirees and employees who rely on a dilligent and polittical free governance of the system. The proposal that will be considered is not an example of transparent governance but an example of governance by 'cloak and dagger'. The issue under consideration

may lead to looking at the make-up and structure of the Board of Trustees as it currently exists, however, doing it in a piecemeal reactionary way will only create more problems in the future.

Annette (Annie) Rummel is President of the Saginaw County Convention and Visitors Bureau and serves as acting President of both the Bay City and the Midland County C&V Bureaus since September 2009 as a result of vacancies at both agencies. All three Boards wished to work towards forming a regionalized effort with Saginaw C&V Bureau. Saginaw County has a 5% countywide tax. In Bay and Midland there is a 2% assessment. All counties should, however, be on the same playing field. Mrs. Rummel provided documents that lay out a strategy that are being used as the travel and tourism industry within the 3 counties to try to achieve the goal of Bay City's C&V Bureau and Midland County C&V Bureau to allow each to assess a 5% tax to bring it to the same level as Saginaw County. It is a simple strategy working in Lansing with the Great Lakes Bay Regional caucus (both Democrats and Republicans) and they wish to move forward on a state level to establish legislation that would enable Bay County to establish the 5% tax. When that is accomplished, the Bay County Board of Commissioners would oversee those funds which is not being done under the current assessment situation. Funds would be run through the Treasurer's Office and the Treasurer would retain a collection fee. An incentive program would be added for the hoteliers that a smaller where they would receive a \$750 per quarter credit which they don't receive now. 25% of the revenues would be set aside for economic development in the area of tourism which the County Commissioners would oversee. The remaining balance would be forwarded to the C&V Bureau with this Board's continued oversight. Documents required to achieve that goal were provided. This system, which is in place in Saginaw County, works very well. Mrs. Rummel has worked with the system for almost 25 years and can assist with the process. Bay County would establish this system for Bay County and then an opportunity is available to regionalize. Rick Brzezinski, Treasurer, noted that he spoke with the Saginaw County Treasurer's office and they have been involved in this for some time. Saginaw County takes in approximately \$2.2 million per year and the 5% over \$100,000 stays within the County Treasurer's Office for the administration of that. Mr. Brzezinski did not feel collecting this tax would be a burden for his existing staff. Currently 2% is charged in Bay County but nothing is received by the County because we don't collect it. It is a voluntary assessment. Mrs. Rummel noted that local hotels and motels favor this ordinance. An approximation of monies collected and to possibly be collected was provided. County Executive Tom Hickner spoke in favor of the

hotel tax ordinance and provided past history on the accommodations tax collected years ago in Bay County. Following brief discussion, it was

2 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF A HOTEL TAX ORDINANCE IN BAY COUNTY CONTINGENT UPON ADOPTION OF ENABLING LEGISLATION BY THE STATE OF MICHIGAN.

3 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF ESTABLISHMENT OF A PROCEDURE TO ACCOUNT FOR FEE OVERAGES AS RECOMMENDED BY THE REGISTER OF DEEDS.

4 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE LINE OF CREDIT FOR THE BAY COUNTY LAND BANK AUTHORITY OF UP TO \$25,000 AS RECOMMENDED BY THE BAY COUNTY TREASURER.

The next item on the agenda was a letter from the Board Chair Patrick Beson recommending an amendment to the Retirement Ordinance to include the Bay County Treasurer. It was

5 MOVED, SUPPORTED (NOT VOTE TAKEN) TO RECOMMEND BOARD APPROVAL OF A RESOLUTION TO AMEND THE BAY COUNTY EMPLOYEES' RETIREMENT SYSTEM ORDINANCE TO INCLUDE THE BAY COUNTY TREASURER AS A MEMBER OF THE RETIREMENT BOARD.

Commissioner Gwizdala felt this matter should be referred for another month to allow ample opportunity to review the recommendation and the impact. It was noted that if acted upon, approval of the amendment is a 2 - 3 month process. Commissioner Coonan argued that the referral is not necessary since it will take time to get through the adoption process. County Executive Tom Hickner advised that he was made aware of this issue via a copy of the Board Chair's letter. He did have a meeting with the Treasurer relative to his concerns about the Retirement System and noted that the Treasurer does have a role pursuant to the existing ordinance as Treasurer of the system. The County Executive also has a role but possibly should also be a voting member. Discussion centered on Oakland County's Retirement Board which does include the Treasurer. While the Executive did not feel the proposal was unreasonable, there are other considerations. Commissioner Coonan commented that while including the Treasurer will make the Board an 8 member Board consideration should also be given to including a retiree on

the Board, something long overdue, and this will then make the Board a 9 member body. Commissioner Tilley did not feel a 90 to 120 day wait will make a big difference. We currently have a good Retirement Board and their input should be considered. Board Chair Beson was very pleased with the discussion on this issue which was his hope when he requested the item placed on the agenda. It was

6 MOVED, SUPPORTED AND CARRIED TO REFER THE AMENDMENT TO THE RETIREMENT ORDINANCE ISSUE TO THE NEXT WAYS AND MEANS COMMITTEE MEETING.

7 MOVED, SUPPORTED AND CARRIED TO RECEIVE THE RESILIENT C STATUS REPORT.

8 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION AMENDING RES. NO. 2009-174 RE EECDBG GRANT APPLICATION PREPARATION AND EDC RESERVE FUND.

9 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF PROPOSED RESOLUTION RE SPEEDNET ROOF TOP AGREEMENT.

10 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF PROPOSED RESOLUTION RE COMPUTERS (2) AND LASER PRINTER FOR COUNTY CLERK'S OFFICE.

11 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF PROPOSED RESOLUTION APPROVING AMENDMENT 2 TO THE CPBC AGREEMENT.

12 MOVED, SUPPORTED AND CARRIED TO REFER PROPOSED RESOLUTION RE MITCHELL AND MCCORMICK, INC. SOFTWARE FOR HEALTH DEPARTMENT TO THE FULL BOARD WITHOUT RECOMMENDATION.

13 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF PROPOSED RESOLUTION RE 2009-2010 HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS (HMEP) GRANT FOR LEPC.

- 14 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF PROPOSED RESOLUTION RE CONTRACT WITH HEALTHSPACE, INC.**
- 15 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF PROPOSED RESOLUTION RE 2010 DIGITAL ORTHOPHOTOGRAPHY PROJECT.**
- 16 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE FUND TRANSFER (GENERAL FUND FUND BALANCE TO HEALTH FUND).**
- 17 **MOVED, SUPPORTED AND CARRIED TO RECEIVE EXECUTIVE DIRECTIVE #2007-11.**
- 18 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF SUBMITTED BUDGET ADJUSTMENTS.**

Brief discussion centered on the adjustment for Civic Arena and the lift that was purchased as well as the Bangor DDA's contributions to the Civic Arena.

The recommended 2010 Bay County budget was next for consideration. It was

- 19 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND APPROVAL OF THE PROPOSED 2010 BAY COUNTY BUDGET TO INCLUDE THE ANIMAL CONTROL OFFICER POSITION (NOTE: THIS VOTE WAS TAKEN AFTER DISCUSSION AND AMENDMENTS WHICH FOLLOW IN THE MINUTES.)**

Bob Redmond, the Board's Financial Analyst, explained that the Executive submitted his recommended budget 10/1/09. Things have changed since that time and changes had to be made accordingly. Appendix B reflects those changes. 1.7% in cuts are recommended across the board and departments will have until 3/31/10 to submit their recommended cuts. In 2011 there will be serious problems if the Board doesn't start cutting. There have been no layoffs in the County since 2004. Mr. Redmond explained that he worked very closely with Amanda Brown and Kim Priessnitz and they worked very well together. By adopting the recommendations, it will help make decisions in

the future. Commissioner Coonan complimented Mr. Redmond on his efforts and cautioned about future staffing cuts beyond 2010. One of the recommendations made was to cut a full time Animal Control Officer, however, in discussion with Assistant County Executive Michael Gray, he wishes to retain that position in favor of closing the Community Center Pool. Mr. Gray confirmed his position which would be to close the Community Center Pool which is only used 2 - 3 months of the year and is not cost effective. Animal Control is a public safety issue and it is very important. Funding the third AC Officer position through 12/31/10 allows further research as to what other counties are doing. Closing the AC shelter on Saturdays will save \$5,000, however, daily hours will be extended to 6 p.m. The County Executive interjected that overall he supports Mr. Redmond's recommendations. He pointed out that the County Executive is taking the bulk of the cuts, \$200,000, and there will be variations on where the cuts will come from. As regards the cut in the Retirement Fund by the loss of a part time position, Amanda Brown is still in the learning stages and it is the Executive's plan to have Mrs. Brown start spending a good deal of time with Mr. Regulski to learn that aspect of her job. This should not be beyond March and possibly sooner. There are complexities in the job and transferring responsibilities. Commissioner Gwizdala voiced his strong feelings about retention of the Animal Control Officer position. He noted that the retirement position is not funded by the general fund but by the retirement fund. Commissioner Coonan corrected that the general fund does contribute to the retirement fund. It was his feeling that there has been ample time for training the new Finance Director in the retirement duties and the cut of the part time position in the retirement fund should remain. Commissioner Tilley felt it was sad that there has to be a decision made between animals and people, however, public safety is more important than recreation. He suggested considering part time summer help to pursue dog/cat license census. He questioned numbers on dog bite cases involving licensed dogs, are there statistics on this? Michael Gray advised that dog census had been undertaken but was discontinued because money was lost on this effort. It could be looked at again. As regards closing the pool, it is unfortunate that this must be a consideration, however, the pool use is dismal and radical changes will be pursued in the future, i.e. a splash park. Commissioner Beglick commented on the removal of funding for a new gym floor but did understand the argument. He also touched on the Soldiers and Sailors Relief Fund and loss of funding to that group. Commissioner Coonan stated that he

does not support closing the pool. It's good for the kids to have a place to go in the summer and the "Y" and Delta College may not be feasible financially and logistically. Following further brief discussion, it was

- 20 **MOVED, SUPPORTED AND CARRIED TO AMEND THE RECOMMENDED 2010 BAY COUNTY BUDGET TO ELIMINATE # 15 (REMOVAL OF FULL TIME ANIMAL CONTROL OFFICER).**

Board Chair Beson voiced his support for administration finding the funds for the AC Officer from another area of the budget. Commissioner Klida supported retention of the full time AC Officer but wished to be informed of where the offset in funds will come from. Mr. Gray wished to have additional time to find other options and questioned if he could have until 3/31/10 if possible? It was

- 21 **MOVED, SUPPORTED AND CARRIED TO ALLOW ADMINISTRATION UNTIL 3/31/10 TO DETERMINE WHERE FUNDS WILL COME FROM TO OFFSET RETENTION OF THE FULL TIME ANIMAL CONTROL OFFICER IN THE 2010 BAY COUNTY BUDGET.**

Michael Gray reported that Charter Communication has changed their Bay 3 TV channel from 3 to 99 and this allows northern Bay County access to Bay 3 TV. Efforts will be underway to try to add western Bay County.

Mr. Gray noted that chances look good for the Pinconning Park grant. Out of the top 100, Bay County ranks no. 7 so it looks good for grant funding.

There being no further business, it was

- 22 **MOVED, SUPPORTED AND CARRIED TO ADJOURN. (5:55 P.M.).**

Submitted by:

Deanne Berger

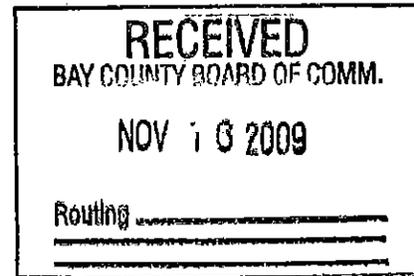
Deanne Berger



721 Washington Avenue
 Suite 309
 Bay City, MI 48708

Date	Invoice #
10/9/2009	536

Bill To
Bay County Attn: Deanne Berger 515 Center Avenue Bay City, Michigan 48708



Terms
Net 60

Description	Amount
2010 Contractual Services	50,000.00

Thank you for your contribution and continued support for Bay Future, Inc.	Total \$50,000.00
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Phone #	Fax #	E-mail	Web Site
(989) 892-1400	(989) 892-1402	info@bayfuture.com	www.bayfuture.com

**BAY COUNTY
Administrative Service**

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

515 Center Avenue
Bay City, Michigan 48708

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



**Thomas L. Hickner
County Executive**

ANIMAL CONTROL
Michael Halstead, Manager
halsteadm@baycounty.net

BUILDINGS & GROUNDS
Richard Pabalis, Superintendent
pabalisr@baycounty.net

INFORMATION SYSTEMS
Robert Super, Director
superr@baycounty.net

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

MEMORANDUM

DATE: December 20, 2009

TO: Mr. Brian Elder, Chairperson
Ways & Means Committee
Bay County Board of Commissioners

FROM: Michael K. Gray, Assistant County Executive for Recreation & Administrative Services

SUBJECT: Resilient-C to analyze operations in Clerk's office

Request: Recommend to the Board of Commissioners the authorization the hiring of Resilient-C for up to 40 hours at \$50.00 per hour for each of the two consultants for the evaluation of business operations in the County Clerk's office.

Background: Resilient-C has been working on re-engineering business process to gain efficiency and cost-savings for Bay County on three scope items: Tyler-Munis, Homeland Security, and assistance on Health Department Software selection. At the December 15, 2009 meeting of the Board of Commissioners they asked that Resilient-C analyze the Clerk's office. Attached is the scope fo work.

Economics: To authorize submission of a purchase order for the consulting services of two Resilient-C consultants to perform 40 hours each at a rate of \$50 per hour, not to exceed \$4000.00.

Recommendation: We recommend that the Ways & Means committee forward this recommendation to the full Board of Commissioners for consideration and approval.

MKG/tec

cc: Tom Hickner
Tim Quinn

Amanda Brown
Mike Ruhland

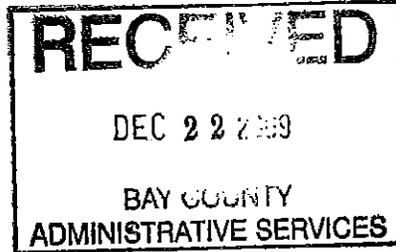
Cindy Luczak
Jane Hoying

Bob Redmond

Resilient-C Corporation

Rapidly maximize profitability with minimum resources

PO Box 213, Bay City, MI 48707-0213 www.resilient-c.org



Dec. 21, 2009

Mr. Michael Gray
Director of Administrative Services
Bay County
Bay County Building
515 Center Avenue
Bay City, MI 48708

Dear Mike,

Thank you for considering Resilient-C for the purpose of analyzing the business processes of the Bay County Clerk's office. We are confident that we can leverage our past 50 years of management and systems design experience to assist Bay County. We will work to identify any potential opportunities that may exist for streamlining business processes and improving resource utilization and efficiency, without negatively impacting the Office's ability to deliver a high level of service to the public.

We understand that the work is to commence immediately, and the total cost for the analysis is not to exceed \$4,000, (80 hours, billed at the rate of \$50 per man hour.) Work is to be completed as soon as is practicable.

At the completion of the analysis, conclusions and recommendations will be submitted to you in a written form, in presentation format.

Thank you for this opportunity to be of service. If you have any questions, please do not hesitate to contact either of us.

Sincerely yours,

Mike Ruhland
CEO

989-233-3582
MR@Resilient-C.org

Jane Hoyng
President

989-233-3580
JH@Resilient-C.org

Resilient-C Corporation Tax ID : TIN 20-8875173

BAY COUNTY BOARD OF COMMISSIONERS

MEETING DATE: DECEMBER 15, 2009

MOTION SPONSORED BY: COMM. TILLEY

MOTION SUPPORTED BY: COMM. KRYGIER

MOTION NO.: 121

TO CONCUR WITH ADMINISTRATION'S RECOMMENDATIONS AS FOLLOWS:

1. THAT AS SOON AS POSSIBLE, THE EMPLOYEES OF RESILIENT-C LLC BE ASSIGNED TO STUDY WORK PROCESSES IN THE OFFICE OF THE COUNTY CLERK AT THE CURRENT RATE OF \$50/HOUR/PERSON;

2. THAT AN EMPLOYEE CURRENTLY ASSIGNED TO THE BOARD OF COMMISSIONERS' OFFICE SHALL BE ASSIGNED TEMPORARILY TO THE CLERK'S OFFICE TWO (2) DAYS A WEEK TO FACILITATE WORK FLOW AND TRAINING FOR A PERIOD OF THREE (3) MONTHS;

FURTHER, AT THE END OF THE EVALUATION PERIOD, RESILIENT-C WILL PROVIDE THE BOARD OF COMMISSIONERS WITH A RECOMMENDATION REGARDING STAFFING AND TECHNOLOGY AND THE RECOMMENDATIONS WILL BE GIVEN SERIOUS CONSIDERATION BY THE BOARD.

IT IS ALSO NOTED THAT NEW TECHNOLOGY IS CURRENTLY BEING PROCURED BY THE CLERK'S OFFICE.

THE BOARD APPROVES UP TO 40 HOURS FOR RESILIENT-C AND A BUDGET ADJUSTMENT OF \$4,000.00 FROM GENERAL FUND BALANCE.

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk	X			Dawn A. Klida	X			Brian K. Elder			X
Patrick H. Beson	X			Ernie Krygler	X			Eugene F. Gwizdala	X		
Vaughn J. Beglck	X			Klm Coonan	X			Donald J. Tilley	X		

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: XX YEAS 8 NAYS 0 EXCUSED 1

DISPOSITION: ADOPTED XX DEFEATED _____ WITHDRAWN _____

AMENDED _____ CORRECTED _____ REFERRED _____

**BAY COUNTY
Administrative Service**

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

515 Center Avenue
Bay City, Michigan 48708

Phone (989) 895-4130
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Thomas L. Hickner
County Executive

ANIMAL CONTROL
Michael Halstead, Manager
halsteadm@baycounty.net

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

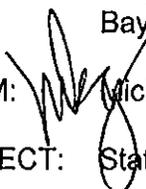
INFORMATION SYSTEMS
Robert Super, Director
superr@baycounty.net

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

MEMORANDUM

DATE: December 20, 2009

TO: Mr. Brian Elder, Chairperson
Ways & Means Committee
Bay County Board of Commissioners

FROM:  Michael K. Gray, Assistant County Executive for Recreation & Administrative Services

SUBJECT: Status report from Resilient-C.

Request: Receive the attached status reports from Resilient-C.

Background: Resilient-C is performing consulting work on re-engineering business process for Bay County on three scope items:

1. Tyler-Munis - continuation of work begun previously.
2. Homeland Security - accounting and purchasing improvements.
3. Assistance on Health Dept. Software selection.

Economics: The Board of Commissioners by Resolution 2009-182 authorized Resilient-C to perform 350 hours of consulting on the scope items discussed above at a rate of \$50 per hour of consulting, not to exceed \$17,500.00.

Purchase Order # PO-90076800 was issued. It calls for a monthly report to be furnished by Resilient-C to my office on the last Monday of each month.

This report will then be forwarded to the Ways & Means Committee each month.

Recommendation: Receive the attached report.

MKG/ec

cc:	Tom Hickner	Tom Plachta
	Amanda Brown	John West
	Barb MacGregor	Pat Bostick
	Bob Redmond	Tim London
	Bob Super	Mike Ruhland
	Rick Brzezinski	Jane Hoying
	Joel Strasz	Tim Quinn

**Resilient-C Summary of Work Completed –
23NO09 through 21DE09**

- **Health Department Software Selection (20%)**
 - Worked with Health Dept. and IT personnel refine proposal and finalize content for Board presentation.

- **MUNIS – Resolve Functionality and Application Issues (10%)**
 - Treasurer’s Office – Worked to resolve multiple open issues.

- **MUNIS Vendor Self-Service Module (70%)**
 - Developed detailed logic to direct vendors from county web page to Vendor Self-service Module.
 - Developed detailed plan for low-cost roll-out and staged implementation.
 - Developed plan for training material to be available on Bay County website.

Total Hours = 46 (Reference breakdown detail by date)

1/41

Resilient-C Hours - Nov. 23 through Dec. 21, 2009

Date	Total Hours	Purpose	Output
11/23/2009	7	MUNIS Self-Service Module: Worked with Tom Plachta to develop detailed logic to direct vendors from county web-page to vendor self-service module. Health Dept. Software: Reviewed board proposal content with affected parties.	
11/24/2009	10	MUNIS Self-Service Module: Reviewed plan with ISD, Frances Horgan and Dawn Kocher. Health Dept. Software: Continued review of board proposal content.	
11/25/2009	5	MUNIS Self-Service Module: Developed and defined detailed plan for low-cost roll-out and staged implementation. Developed plan for training material to be available on Bay County Website.	Content documented in Course of Action steps, attached to Minutes of December 7th MUNIS conference call
12/7/2009	8	Reported status at Mike Gray's MUNIS Project Management Conference Call. Vendor Self-Service - Worked with Tom Plachta to create decision flow chart. Treasurer's Office - Discussed status of existing problem resolution.	Minutes of December 7th MUNIS conference call
12/8/2009	4	Continued with Vendor Self-Service module and MUNIS problem resolution.	
12/9/2009	5	Continued with Vendor Self-Service module and MUNIS problem resolution.	
12/10/2009	3	Continued with Vendor Self-Service module and MUNIS problem resolution.	
12/21/2009	4	Reported status at Mike Gray's MUNIS Project Management Conference Call.	
	46	Total Hours	

DEPARTMENT OF CORPORATION COUNSEL BAY COUNTY

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

THOMAS L. HICKNER
County Executive

**TO: COMMITTEE CHAIR AND THE WAYS AND MEANS
 COMMITTEE**

FROM: MARTY FITZHUGH, CORPORATION COUNSEL *MF*

DATE: DECEMBER 30, 2009

**RE: REQUESTED DRAFT AMENDMENT OF BAY COUNTY
 EMPLOYEES' RETIREMENT ORDINANCE**

Background: As requested by Chair Pat Beson, proposed amendments to the Bay County Employees' Retirement Ordinance are submitted to the Committee today as required by the Board's Rule for Ordinances (Article XIII). The purpose of the amendments is to add the Bay County Treasurer as the eighth Trustee of the Bay County Employees' Retirement Board of Trustees. Based upon review of the Ordinance and *Robert's Rules of Order*, draft amendments are attached for the following Ordinance Sections: 4.008(a); 4.008(a)(vii); 4.010(b); 4.010(c); and 4.012(a).

These changes are shown underlined and in *italics* on the attached excerpted pages. Wording proposed for deletion is ~~stricken~~.

Fiscal: The financial impact of this change would be to add one per diem cost to the Retirement Board's expense.

Recommendation: The attached draft amendments to the Bay County Employees' Retirement Ordinance are submitted with the recommendation that they be sent to the Board of Commissioners in January, 2010 as the County Commission's Rules dictate (See Chart Below).

DATE	MEETING	ACTION
January 5 , 2010	Ways/Means Committee	Refers draft ordinance to the next regular meeting of the Board of Commissioners- (Referral to BOC with or without resolution of support)
February 9, 2010	Board of Commissioners Mtg. (#1)	May reject further consideration or schedule a public hearing at the next meeting which must be 13 or more days thereafter. Stringent notice.
March 9, 2010	Board of Commissioners Mtg. (#2)	Public Hearing to receive input and suggestions of all interested persons, oral and written. Take no final action, but refer input to counsel and committee to consider and evaluate input. Notice final action vote to be taken at next meeting.
April 13, 2010 or later.	Board of Commissioners Mtg. (#3)	Committee Resolution and final Ordinance submitted for approval (roll call if Chair finds that procedures were followed) or if delay beyond 3 consecutive meetings is necessary ,Chair shall state to the public the reason for the delay and the date of the next meeting to which the matter has been referred .
June 2 , 2010	<p data-bbox="646 1262 805 1287">Effective Date</p> <p data-bbox="646 1318 976 1766">An ordinance shall take effect when notice of the adoption is published in a newspaper of general circulation in the county. The clerk of the county board of commissioners shall engross each ordinance or act, and it shall be signed by the chairperson of the county board of commissioners and certified by the clerk of the county board of commissioners. If, within 50 days after the county board of commissioners</p> <p data-bbox="943 1766 967 1791">☐</p>	<p data-bbox="1019 1318 1360 1822">adopts an ordinance or act, a petition signed by not less than 20% of the electors residing in the district to be affected by the ordinance or act is filed with the county clerk asking that the ordinance or act be submitted to electors of the district to be affected by the ordinance or act for approval or rejection, then the ordinance or act shall not take effect until it is approved by a majority of the electors of the district affected voting on that issue at a regular or special election called for that purpose. MCL 46.11(j)</p>

4.008 Board of Trustees--Creation; composition; compensation.

Sec. 8.

- (a) The Bay County Retirement System Board of Trustees is hereby created. The Board shall consist of the following eight (8) ~~seven (7)~~ trustees:
- (i) The chairperson of the Bay County Board of Commissioners ex-officio or his/her designee. Any designee appointed by the Chairman of the Bay County Board of Commissioners must also be a member of the Bay County Board of Commissioners;
 - (ii) The chairperson of the Bay County Road Commission ex-officio or his/her designee. Any designee appointed by the Chairman of the Bay County Road Commission must also be a member of the Bay County Road Commission;
 - (iii) The chairperson of the Ways and Means Committee of the Bay County Board of Commissioners ex officio or his/her designee. Any person appointed by the chairperson of the Ways and Means Committee of the Bay County Board of Commissioners must also be a member of the Bay County Board of Commissioners;
 - (iv) The chairperson of the Bay County Board of Social Services ex officio or his/her designee. Any person appointed by the chairperson of the Bay County Board of Social Services must also be a member of the Bay County Board of Social Services;
 - (v) A member of the Retirement System who is employed by the Bay County Road Commission or the Department of Water and Sewer, as long as the Department of Water and Sewer remains under the jurisdiction of the Bay County Road Commission, and is elected as a trustee as provided in Subsection (b) of this section;
 - (vi) A member of the Retirement System who is employed by the Bay County Medical Care Facility and is elected as a trustee as provided in Subsection (b) of this section;
 - (vii) A member of the Retirement System who is employed by a county department or agency that is not the Bay County Road Commission, the Department of Water and Sewer or the Bay County Medical Care Facility and is elected as a trustee as provided in Subsection (b) of this section;
 - (viii) The Treasurer of Bay County.

- (b) The Board shall establish rules and regulations for trustee elections required by subsections (v), (vi), and (vii).
- (c) The Bay County Board of Commissioners may establish the per diem compensation for trustees. Trustees shall also be reimbursed, as determined by the Board, for actual and necessary expenses incurred, to attend meetings of the Board and to perform services required by the Board.

4.010 Board of Trustees--Meetings; quorum; voting; officers.

Sec. 10.

- (a) The Board shall hold meetings regularly, at least one in each calendar quarter, and shall adopt its own rules of procedure.
- (b) ~~Four~~ Five trustees shall constitute a quorum of the Board.
- (c) Each trustee shall be entitled to one vote on each question before the Board. At least ~~four~~ five concurring votes shall be required for a valid action by the Board.
- (d) At the first Board meeting for each calendar year, the Board shall elect from its membership a chairperson and a vice chairperson. The chairperson and vice chairperson shall take office immediately upon election.
- (e) The Bay County Executive or his/her designee shall serve as the Secretary to the Retirement System.

4.012 Board of Trustees; administrative services.

Sec. 12.

- (a) The Bay County Treasurer shall serve as treasurer and a Trustee of the Retirement System. The Treasurer shall be custodian of the assets of the Retirement System, except those assets that the Board may place with a chosen custodian, which may be a nationally chartered bank, the Federal Reserve System, a clearing corporation, a custodian bank which is a member of the Federal Reserve System or other "financial institution" as defined at Section 20(c) of P.A. 1965, No. 314 being the Public Employee Retirement System Investment Act, as amended from time to time.

- (b) The County Corporation Counsel shall serve as legal advisor to the Board.
- (c) The Medical Director shall serve as medical advisor to the Board. The Board shall appoint as Medical Director a physician who is not eligible to participate in the Retirement System as a member, retired member, or beneficiary.
- (d) The Actuary shall provide actuarial services to the Board. The Board shall designate a certified actuary who is a member of the American Academy of Actuaries. A partnership or corporation may be designated as Actuary if the duties of the Actuary are performed by or under the direct supervision of a person who meets the requirements described in this section.
- (e) The Board is authorized and empowered to employ other professional services that may be required for the proper discharge of its responsibilities. Compensation for services shall be fixed by the Board. The Board may utilize the services of County employees if made available.
(Res. No. 2002-12, adopt. 2-5-02)



STATE OF MICHIGAN

JENNIFER M. GRANHOLM GOVERNOR MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY LANSING

KEITH MOLIN EXECUTIVE DIRECTOR

December 04, 2009

Patrick Beson
Bay County
515 Center Avenue
Bay City, MI 48708-0000

RE: Amendment to Grant #: MSC-2008-0757-HOA

Dear Patrick Beson:

This letter is to advise you that the Michigan State Housing Development Authority (MSHDA) has authorized an amendment to the above-referenced grant. The grant agreement has been amended in accordance with the attached form.

Depending on the type of amendment and the manner in which it was initiated, your agency may be required to sign the amendment form.

- If your signature is required, two original amendment forms will accompany this letter and the grantee's signature line will be blank. Your agency must execute both original forms and return one to our office.
- If the form states "Grantee signature not required" you will receive only one form which you are not required to return.

Once the form is reviewed for accuracy, and executed if necessary, the amendment must be filed with your grant agreement. If you have any questions regarding this matter, please contact your CD Specialist, James Espinoza at (517) 335-3078.

Sincerely,

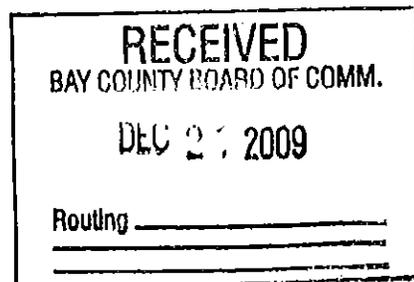
William Parker (handwritten signature)

William Parker, Director of Field Services
Community Development

Enclosure

Cc: Brenda Christian, Laura Ogar

James Espinoza
Jess Sobel



-23-

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
COMMUNITY DEVELOPMENT
Funding Award Amendment

Grantee: Bay County

Amendment #: 1

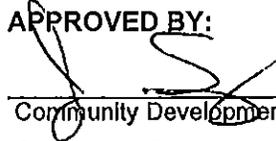
Grant #: MSC-2008-0757-HOA

Effective Date: 12/3/2009

Purpose of Amendment:

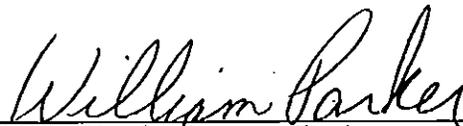
- Change in Budget (See attached revision)
- Change Grant Term from 1/1/2008 - 6/30/2010 to 1/1/2008 - 12/31/2010
- Change Program Description (See attached revision.)
- Change Special Conditions (See attached revision.)
- Change Grant Number

APPROVED BY:

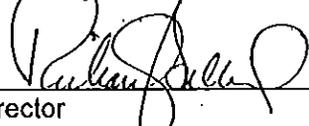


Community Development Specialist
Community Development

Authorized Signatory for Grantee



Director, Housing Resource Fund
Community Development



Director
Community Development

Grantee: Bay County

Amendment #: 1

Grant #: MSC-2008-0757-HOA

Effective Date: 12/3/2009

Previous Budget

COMPONENT- ACTIVITY	Approved Funds	HRF Units	Non-HRF Units	Leveraged Funds
Rental Rehabilitation				
Rehabilitation				
Homeowner Assistance				
Rehabilitation	\$246,000.00	13		\$75,000.00
Emergency Repair				
Neighborhood Preservation				
Demolition Only				
Public Improvements				
Beautification				
Marketing				
Homebuyers Assistance				
Rehabilitation				
New Construction				
Down Payment Assistance				
Administrative Costs				
Administrative Costs	\$54,000.00			
TOTAL	\$300,000.00	13		\$75,000.00

Grantee: Bay County

Amendment #: 1

Grant #: MSC-2008-0757-HOA

Effective Date: 12/3/2009

New Budget

COMPONENT- ACTIVITY	Approved Funds	HRF Units	Non-HRF Units	Leveraged Funds
Rental Rehabilitation				
Rehabilitation				
Homeowner Assistance				
Rehabilitation	\$307,500.00	13		\$75,000.00
Emergency Repair				
Neighborhood Preservation				
Demolition Only				
Public Improvements				
Beautification				
Marketing				
Homebuyer Assistance				
Rehabilitation				
New Construction				
Down Payment Assistance				
Administrative Costs				
Administrative Costs	\$67,500.00			
TOTAL	\$375,000.00	13		\$75,000.00

BAY COUNTY BOARD OF COMMISSIONERS

1/12/10

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (1/5/10)

WHEREAS, The Michigan State Housing Development Authority has submitted an amendment to Grant # MSC-2008-0757-HOA which extends the grant term from 1/1/2008 - 6/30/2008 to 1/1/2008 - 12/31/2010 and which decreases the approved funds from \$375,000 to \$300,000; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes the Chairman of the Board to execute the Amendment to Grant # MSC-2008-0757-HOA and all related documents on behalf of Bay County following legal review/approval; Be It Further

RESOLVED That required budget adjustments relating to this amendment are approved.

BRIAN K. ELDER, CHAIR
AND COMMITTEE

MSHDA - Grant Amendment

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Dawn A. Klida				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglck				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

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



**BAY COUNTY
PERSONNEL DEPARTMENT**

Thomas L. Hickner
County Executive

Tim Quinn
Personnel and Employee Relations Director
quinnnt@baycounty.net

November 25, 2009

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

RE: **Tuition Reimbursement Request**

Dear Commissioner Elder:

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

Tuition Reimbursement Request ~ Jill McKeon, (ACCT 302) Intermediate Accounting II.

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

Financial: Funds are budgeted. Reimbursement approved is \$961 (which is 50% of tuition and books). Note: Ms. McKeon has requested a total of \$2,047, (including tuition, fee and books - the U.S.W. contract not provide reimbursement for fees).

Recommendation: Receive this item concerning a request for tuition reimbursement submitted by Jill McKeon, Account Clerk III/Treasurer's Office.

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

Sincerely,

Tim Quinn, Director
Personnel and Employee Relations

TQ/mr

cc: Tom Hickner; Mike Gray; Marty Fitzhugh; Rick Brzezinski; Jill McKeon; Matt Burley; Tuition file; Personnel file

G:\Board\WAYS&MEA\2009\Tuition Request - Jill McKeon.11.09.wpd

PRE-CLASS APPROVAL FORM: TUITION REIMBURSEMENT

Applicant's Name: Jill McKeon Department: 203 - TREASURER'S Bargaining Unit: U.S.W.A #16157
 School: DAVENPORT UNIVERSITY Program: B.B.A - ACCOUNTING
 Are you on a degree program? YES NO

Course Number	Credit Hours	Tuition Per Hour	Fees	Books	Beginning Date	Ending Date	Class Title
1. <u>ACCT 202</u>	<u>4</u>	<u>\$ 425.00</u>	<u>\$ 125.00</u>	<u>\$ 222.00</u>	<u>1/31</u>	<u>4/21/2009</u>	<u>INTERMEDIATE ACCOUNTING II</u>
2. <u>#20128</u>		<u>\$</u>	<u>\$</u>	<u>\$</u>			
Totals		<u>\$ + 1700.00</u>	<u>\$ + 125.00</u>	<u>\$ 222.00</u>	<u>Total</u>	<u>2017.00</u>	

How is this class(es) job related? USE ACCOUNTING PRACTICES DAILY THROUGH CASH RECEIPTS, S/E'S, CALCULATING INTEREST & FEES, DISTRIBUTION OF DELQ. PERSONAL PROPERTY TAXES.

CFO's and Deputies: _____ Course Number Approved: _____
 Applicant's Signature: Jill McKeon Date: 11/23/09
 Sheriff's Signature: Scott F. Byrnes Date: _____
 Ways and Means Chairperson's Signature: _____ Date: _____
 or Designee's Signature: _____ Date: 11-25-09

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

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

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Davenport University is one of the few private universities focused exclusively on business and technology and the integration of both into health care professions. We regularly assess the relevance of our majors in a rapidly changing global marketplace, where the need continually emerges for new skills and talents. By offering majors and programs that are relevant in today's job market, we help students focus on graduation and on starting in their careers.

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ACCT302

Intermediate Accounting II

This course continues ACCT301 with a comprehensive study of the major categories of the balance sheet, statement of cash flow, and income. In addition, students will be introduced to the accounting, analysis, and reporting of special topics such as pension/retirement, leases, inflation, income taxes, earnings per share and revenue recognition. Students will also be introduced to applicable APB and FASB pronouncements and related topics.

Prerequisite: Completion of ACCT301 with a C grade or above

MBA Programs

Accounting

Finance

Health Care Management

Human Resources Management

Strategic Management



**BAY COUNTY
PERSONNEL DEPARTMENT**

Thomas L. Hickner
County Executive

Tim Quinn
Personnel Director
quinnt@baycounty.net

December 10, 2009

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

RE: Tuition Reimbursement Request

Dear Commissioner Elder:

I have enclosed a request for tuition reimbursement. Accordingly, please consider the request as summarized below at the next meeting of your committee.

Recommendation: Concur with Sheriff Miller's recommendation to approve: MAS 640, Administrative Leadership for Lt. Kevin Nickel.

Background: This request requires the approval of the Sheriff and the Ways and Means committee. Course description is enclosed.

Financial: Use budgeted funds from sheriff's department.

Thank you for your consideration.

Sincerely,

Handwritten signature of Tim Quinn in cursive.

Tim Quinn, Director
Personnel and Employee Relations

TQ/mr
Encl. -

cc: Tom Hickner
Mike Gray
Sheriff Miller
Lt. Kevin Nickel
Personnel/Tuition Files

G:\Board\WAYS&MEA\2009\Tuition Request - Kevin Nickel 12.09.wpd

PRE-CLASS APPROVAL FORM: TUITION REIMBURSEMENT

Applicant's Name: KEVIN NICKEL Department: SHERIFF Bargaining Unit: SUPERVISORY
 School: SALINAS VALLEY STATE UNIVERSITY Are you on a degree program? YES NO NO Program: ADMINISTRATIVE SCIENCE
 Masters Degree

Course Number	Credit Hours	Tuition Per Hour	Fees Per Hour	Books	Beginning Date	Ending Date	Class Title
1. MAS 640	3	\$391.92	\$14.60	\$84.69	1-14-09	4-29-09	ADM. ADMINISTRATIVE LEADERSHIP
2.		\$	\$	\$			
Totals	3	\$1175.72 +	\$43.80 +	\$84.69 =	Total		
							\$1304.19

How is this class(es) job related? THIS COURSE IS INCLUDED IN A MASTERS DEGREE PROGRAM DESIGNED FOR PEOPLE IN THE PUBLIC SERVICE / LAW ENFORCEMENT FIELD, WITH A FOCUS ON LEADERSHIP AND SUPERVISORY POSITIONS. THIS PROGRAM IS ALSO DESIGNED FOR CRIMINAL JUSTICE STUDENTS SERVING AN ADVANCED DEGREE.

Course Number Approved

All Other Units

Applicant's Signature: [Signature] Date: 12-2-09
 Sheriff's Signature: [Signature] Date: 12-3-09

Applicant's Signature _____ Date _____
 Department Head's Signature _____ Date _____
 Human Resource Director's or County Executive's Signature _____ Date _____

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

White: Human Resources
 Yellow: Ways and Means
 Pink: Department Head

PERSONNEL DEPARTMENT 6/95

1
W
N
1

Saginaw Valley State University

Catalog Search

Search Results [\[Modify search options.\]](#)

Courses - Prefix/Code Matches

Results for course prefix "MAS" and/or course code "640"
[MAS 640 - Administrative Leadership](#)

[\[Print Course\]](#)

MAS 640 - Administrative Leadership

This course focuses on theory, practice, and research of administrative leadership. Topics include leadership styles, decision-making, fostering collaboration and cooperative goals, and strategic planning and management.

Credits: 3

Courses - Keyword/Phrase Matches

Results for phrase "MAS 640".
No matches.



Thomas L. Hickner, County Executive

Michael K. Gray, Assistant County Executive
for Recreation & Administrative Services

Brent Goik, Recreation Supervisor
Tara Chaffin, Office Manager
Jack Mitton, Operations Manager
Dave Gill, Retail Manager

4231 Shrestha Drive, Bay City, MI 48706
(989) 671-1000 Fax (989) 671-9726

MEMORANDUM

TO: Brian Elder, Chairperson of Ways and Means Committee

FROM: *B* Brent Goik, Recreation Supervisor
D Dave Gill, Retail Manager

RE: Request from Board of Commissioners for Civic Arena Programs' numbers compared 2008 to 2009

DATE: November 24, 2009

Request: The Board of Commissioners requested an update of the Civic Arena's Programs' numbers comparing 2008 to 2009. The request was asked in conjunction with their approval of the reduced rates of the Under 8 program which was approved in 2008 for 2009.

Background: The following are the numbers for 2008 and 2009 including the Bay County Hockey Association Programs, all current Civic Arena Programs, Civic Arena revenue items, and latest Civic Arena Financials:

HOCKEY ASSOCIATION (House Skaters)

<u>Name of Program:</u>	<u>2008 Teams:</u>	<u>Players:</u>	<u>Cost:</u>	<u>2009 Teams:</u>	<u>Players:</u>	<u>Cost:</u>
• Under 8 Programs:	2 Teams	31	\$153/hr	2 Teams	58	\$37.50/hr
• Squirts (9-10 yrs.):	3 Teams	39	\$196/hr	3 Teams	33	\$201/hr
• Pee Wees (11-12 yrs.):	3 Teams	45	\$196/hr	3 Teams	36	\$201/hr
• Bantams (13-14 yrs.):	2 Teams	35	\$196/hr	3 Teams	41	\$201/hr
• Midgets (15-18 yrs.):	1 Team	18	\$196/hr	2 Teams	30	\$201/hr
TOTALS:	11 Teams	168 Players		13 Teams	198 Players	

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HOCKEY ASSOCIATION (Travel Skaters)

<u>Name of Program:</u>	<u>2008 Teams:</u>	<u>Players:</u>	<u>Cost:</u>	<u>2009 Teams:</u>	<u>Players:</u>	<u>Cost:</u>
• TRAVEL Under 8 Teams	2 Teams	28	\$196/hr	3 Teams	36	\$201/hr
• TRAVEL Squirts	1 Team	16	\$196/hr	0 Teams	0	\$201/hr
• TRAVEL Pee Wees	1 Team	16	\$196/hr	1 Team	17	\$201/hr
• TRAVEL Bantams	2 Teams	38	\$196/hr	1 Team	18	\$201/hr
TOTAL:	6 Teams	98 Players		5 Teams	71 Players	
COMBINED TOTAL:	17 Teams	266 Players		18 Teams	269 Players	

*The huge jump in the U8 program had to do with the reduced cost approved by the Board of Commissioners last year. The current numbers can look deceiving in terms of revenue. With 3 additional players in 2009 compared to 2008 one would expect the revenues to be increased as well. However, with the reduced cost in the U8 program (\$37.50 per hour) the revenues will not increase as one would think. The following is a snapshot of the Under 8 Programs from September to November for 2008 and 2009:

2008 SEPTEMBER – NOVEMBER Programs:

• Mites	23 Ice times @ \$196.00/hr =	\$4508.00
• Mini Mites	18 ice times @ \$76.50/hr =	\$1377.00
• Mini Mites Draft	1 ice time @ \$153.00/hr =	\$ 153.00
TOTAL:	42 Ice times =	\$6038.00

2009 SEPTEMBER - NOVEMBER Programs (combined Mites and Mini Mites)

• Under 8	33 ice times @ \$37.50/hr =	\$1238.00
• Over 15 Skaters	58 skaters -15 = 43 skaters X \$50.00 =	\$2150.00
TOTAL:	58 skaters	\$3388.00

As shown there is a decrease in \$2650 in revenue for the under 8 programs. We knew there would be a decrease in revenue, but with the hopes of bringing more young players into the Arena. Our goal is about progressing them into future Bay County Hockey Association programs, thus future revenue will increase. Note: This is not the complete season. The complete season will end in February which will adjust these numbers respectively. These numbers represented 1 session for the Association.

NOTE: A major loss in the revenue source from the Hockey Association came from a change in their practice schedule. The Bay County Hockey Association changed their format for practices this year to mimic those of USA Hockey and their Developmental Program. In years past if an Association had 3 teams in a division each team

would get a half sheet of ice for their practice. Under the adopted format 3 teams now share one sheet of ice. Their practices now consist of 6 stations on the ice with more skaters in small groups working on skills and drills. Each group works on skills in that station for 8-10 minutes and then rotate to the next station. What that means to the Bay County Civic Arena is the Association is using less ice times. In the past where they would have 2 teams sharing the ice for practice they now have 3 teams (approximately 20 skaters in the past to 38 skaters presently). This reduces their practice ice usage by around 30%.

As shown in the above snapshot the Under 8 programs used 42 ice times in 2008 compared to 33 ice times in 2009. In addition the total number of rented hours from September thru November for the Hockey Association decreased from 187 hours in 2008 to 133 hours in 2009 or roughly 30%. In revenue terms, that is \$34,032.00 in 2008 compared to \$24,761.00 in 2009. After taking out the under 8 program of the \$2650 loss there is still a decrease of \$6621 in revenue from the Association during this time period due to their change in practice.

In an email message from September 22, 2009 Bay County Hockey Association President Joel Kwiatkowski stated:

"As the President of the Bay County Hockey Association I would like to bring you up to date on the our hockey program and its success.

Last season the BCHA started the U-8 hockey program for youth 8 years old and under. The focus of the program is to promote skill development and FUNdamentals without the push for children to win games. Our enrollment last season was 36.

This season we have taken the U-8 program to the next level and implemented USA Hockeys American Development Model (ADM). Helping us with the program is Bob Mancini. Bob is the regional manager for the USA Hockeys ADM. Bob has a background of coaching everything from Tier 1 collegiate hockey, the Saginaw Spirit all the way to the NHL. We are very fortunate to have Bob use the Bay County Civic Arena as his home ice. (Bob lives in Saginaw) Our U-8 program this season has already hit an enrollment of 60 and the need to rent more ice. With the move to this new program and the reduced cost for children 8 and under, we are able to provide a strong association for years to come.

As an association we are very fortunate to have provided to us such a great facility. I have personally received many positive comments regarding the cleanliness and overall condition of our civic arena and the quality of the programs we run. We have hockey players joining our association from Tawas, Bad Axe, Midland, Saginaw, Standish, Pinconning, Omer and other local cities.

With our continued success and the support of Bay County we will provide a successful program for years to come.

On behalf of the BCHA board of directors,"

Thank You

*Joel Kwiatkowski
BCHA President*

BAY COUNTY CIVIC ARENA PROGRAMS:

<u>Name of Program:</u>	<u>2008</u>	<u>2009</u>	<u>Miscellaneous:</u>
• Fall High School	5 teams	7 teams	8 week season
• Women's League	46 skaters	39 skaters	cut 2 hr. block to 1.5 hr. to cover cost
• Adult League	246 skaters	208 skaters	*2 less teams
• Tri City Icehawks	N/A	1 team	\$35,000-\$40,000 ice time per year

*Our adult league is down 2 teams from 2008. 1 of these teams is coming back for the winter season, while our adult learn to play is going to add a team as well for the winter season bringing the numbers comparable to 2008.

<u>Description:</u>	<u>2008</u>	<u>2009</u>	<u>Time Frame:</u>
• Concessions	\$12,295.14	\$12,675.33	August – October numbers
• Pro Shop	\$8,689.14	\$10,880.75	August – October numbers
• Skate Sharpening	\$2,296.00	\$2,301.00	August – October numbers

BAY COUNTY CIVIC ARENA FINANCIALS:

<u>Description:</u>	<u>10 Months Ending October 31, 2009</u>	<u>10 Months Ending October 31, 2008</u>
REVENUE		
• Interest, rents, royalties	\$416,537	\$423,756
• Charges for services	\$158,988	\$184,925
• Reimbursements/Refunds	\$13	\$0
• Other revenues	\$33,005	\$11,399
TOTAL REVENUE:	\$608,543	\$620,080
EXPENDITURES		
• Personnel services	\$273,631	\$278,613
• Supplies	\$67,240	\$67,673
• Other services	\$273,183	\$298,144
• Capital outlay	\$57,754	\$14,169
TOTAL EXPENDITURES:	\$671,808	\$658,599
REVENUES OVER (UNDER) EXP.	(\$63,265)	(\$38,519)

Looking at the Civic Arena's financials for the 10 months ending October 31 2009 compared to 2008 it shows the Arena's decrease in revenue of \$11,537 from 2008. The Hockey Association's decrease in ice usage has cost us \$9271. Other than that loss our revenues are pretty much status quo from 2008 to 2009. Looking at the expenditure line item it show we have increased our expenses by \$13,209. However you must look at the expenditure line item of capital outlay. 2009 shows capital outlay at \$57,754 which is money invested into the building addition to store the dry floor for the Arena. That money will be reimbursed by the Bangor DDA and has not yet hit the Civic Arena's financials. Once the reimbursement revenue is received the overall financials for the Arena will be improved compared to 2008.

Note: Within the past 6 months Midland Civic Arena has seen an hourly increase to their prime ice of \$185 to \$220 per hour. We have attempted to evaluate our numbers to see if the increase in Midland's rates directly affected our numbers, but we could not come up with solid numbers at this time. The report from USA Hockey the governing body over youth hockey will not come out until sometime in February. Youth rosters will be frozen as of January 1 not allowing the addition of any new players. Thus USA Hockey can put together the report for February.

Economics: Looking at the request of the Board's approval of the reduced cost of the Under 8 Program for the Hockey Association, everything went as planned. As shown in the background information the number of kids grew dramatically, while the revenue line item decreased by \$2650. Out of our control was the remainder of the Hockey Association's decrease revenue of \$6621 resulting from the Hockey Association implementation of 3 teams practicing on the ice at one time reducing their number of hours rented.

Looking at the Civic Arena's programs under our current economic recession we are holding our own. The addition of the Tri City Icehawks was a huge help to our revenue line item. In addition the \$35,000-\$40,000 in ice time the chart above indicates the concession and pro shop sales are increasing respectively.

Understanding where the current financials of the Civic Arena are, our numbers are slightly improved over 2008. Evaluating the concessions, pro shop, and skate sharpening our numbers are increasing slightly from 2008. With the addition of our Smyth Point of Sale System we are able to better evaluate these numbers and be pro active in our decision making.

Recommendations: Receive the report.

BJG

DLG

Cc: Tom Hickner
Michael Gray

**BAY COUNTY CIVIC/ICE ARENA
COMPARATIVE STATEMENT OF OPERATING INCOME**

	October 31, 2009	10 Months Ending October 31, 2009	October 31, 2008	10 Months Ending October 31, 2008
REVENUES				
Interest, rents, and royalties	\$ 43,219	\$ 416,537	\$ 6,092	\$ 423,756
Charges for services	15,343	158,988	15,401	184,925
Reimbursements and refunds	-	13	-	-
Other Revenues	838	33,005	82	11,399
TOTAL REVENUES	59,400	608,543	21,578	620,080
EXPENDITURES				
Personnel services	28,679	273,631	28,336	278,613
Supplies	15,751	67,240	5,821	67,673
Other services	23,141	273,183	34,584	298,144
Capital outlay	11,239	57,754	-	14,169
TOTAL EXPENDITURES	76,810	671,808	68,741	658,599
INCOME FROM OPERATIONS *	\$ (17,410)	\$ (63,265)	\$ (47,165)	(38,519)

* Excludes other financing sources / uses

Please note that beginning in February 2008 there was a change in policy regarding revenue recognition; invoices are now created by Finance to capture revenue in the month it was incurred. Previously, revenue was recognized when cash was received.

TOTAL DEBT SERVICE REQUIREMENTS			BUDGETED DEBT SERVICE FUNDING <small>(as of 10/31/09)</small>		
	<u>MAY</u>	<u>OCTOBER</u>	<u>TOTAL</u>		<u>TOTAL</u>
PRINCIPAL	\$ -	\$ 305,000.00	\$ 305,000.00	BAY COUNTY	\$ 444,825.00
INTEREST	69,912.50	69,912.50	139,825.00	CIVIC ARENA OPERATIONS	
				GENERAL FUND	444,825.00
TOTAL	\$ 69,912.50	\$ 374,912.50	\$ 444,825.00	TOTAL	\$ 444,825.00

**BAY COUNTY CIVIC/ICE ARENA
COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES, AND OTHER FINANCING SOURCES (USES)**

	October 31, 2009	10 Months Ending October 31, 2009	October 31, 2008	10 Months Ending October 31, 2008
REVENUES				
Interest, rents, and royalties	\$ 43,219	\$ 416,537	\$ 6,092	\$ 423,756
Charges for services	15,343	158,988	15,401	184,925
Reimbursements and refunds	-	13	-	-
Other Revenues	636	33,005	82	11,399
TOTAL REVENUES	59,400	608,543	21,576	620,080
EXPENDITURES				
Personnel services	26,679	273,631	26,336	278,613
Supplies	15,761	67,240	6,821	67,873
Other services	23,141	273,183	34,584	298,144
Capital outlay	11,239	57,764	-	14,169
TOTAL EXPENDITURES	76,810	671,808	68,741	658,599
REVENUES OVER (UNDER) EXPENDITURES	(17,410)	(63,265)	(47,165)	(38,519)
OTHER FINANCING SOURCES (USES)				
Interest earned	-	-	-	-
Insurance Recovery	-	1,107	-	-
Contributions from Bangor DDA	-	-	-	-
Contributions from Citizens Committee	-	-	-	-
Debt Service Payment	(374,913)	(444,826)	-	(75,813)
Indirect Cost	(11,110)	(111,097)	(9,589)	(85,891)
TOTAL OTHER FINANCING SOURCES (USES)	(386,023)	(554,816)	(9,589)	(171,704)
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	\$ (403,433)	\$ (618,080)	\$ (66,754)	\$ (210,223)

Please note that beginning in February 2008 there was a change in policy regarding revenue recognition; invoices are now created by Finance to capture revenue in the month it was incurred. Previously, revenue was recognized when cash was received.

BAY COUNTY CIVIC/ICE ARENA
STATEMENT OF REVENUES, EXPENDITURES, AND OTHER FINANCING SOURCES (USES)
FOR THE MONTH ENDING OCTOBER 31, 2009

	ADMINISTRATION	ICE/FLOOR RENTAL	CONCESSIONS	PRO SHOP	TOTAL
REVENUES					
Interest, rents, and royalties	\$ -	\$ 43,219	\$ -	\$ -	\$ 43,219
Charges for services	-	3,287	6,092	5,964	15,343
Reimbursements and refunds	-	-	-	-	-
Other revenues	645	26	51	116	838
TOTAL REVENUES	645	46,532	6,143	6,080	59,400
EXPENDITURES					
Personnel services	16,535	6,159	2,829	1,156	26,679
Supplies	3,958	-	4,777	7,016	15,751
Other services	15,712	7,422	-	7	23,141
Capital outlay	11,239	-	-	-	11,239
TOTAL EXPENDITURES	47,444	13,581	7,606	8,179	76,810
REVENUES OVER (UNDER) EXPENDITURES	(46,799)	32,951	(1,463)	(2,099)	(17,410)
OTHER FINANCING SOURCES (USES)					
Interest earned	-	-	-	-	-
Insurance Recovery	-	-	-	-	-
Contributions from Bangor DDA	-	-	-	-	-
Contributions from Citizens Committee	-	-	-	-	-
Debt Service Payment	(374,913)	-	-	-	(374,913)
Indirect Cost	(11,110)	-	-	-	(11,110)
TOTAL OTHER FINANCING SOURCES (USES)	(386,023)	-	-	-	(386,023)
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	\$ (432,822)	\$ 32,951	\$ (1,463)	\$ (2,099)	\$ (403,433)

BAY COUNTY CIVIC/ICE ARENA
STATEMENT OF REVENUES, EXPENDITURES, AND OTHER FINANCING SOURCES (USES)
YEAR TO DATE ENDING OCTOBER 31, 2009

	ADMINISTRATION	ICE/FLOOR RENTAL	CONCESSIONS	PRO SHOP	TOTAL
REVENUES					
Interest, rents, and royalties	\$ 66	\$ 416,471	\$ -	\$ -	\$ 416,537
Charges for services	-	63,859	44,771	50,558	158,988
Reimbursements and refunds	13	-	-	-	13
Other revenues	31,340	(14)	1,699	(20)	33,005
TOTAL REVENUES	31,419	480,116	46,470	50,538	608,543
EXPENDITURES					
Personnel services	185,263	56,709	23,870	7,769	273,631
Supplies	5,663	4,179	26,633	30,765	67,240
Other services	202,941	69,590	347	305	273,183
Capital outlay	57,754	-	-	-	57,754
TOTAL EXPENDITURES	451,621	130,478	50,850	38,859	671,808
REVENUES OVER (UNDER) EXPENDITURES	(420,202)	349,638	(4,380)	11,679	(63,265)
OTHER FINANCING SOURCES (USES)					
Interest earned	-	-	-	-	-
Insurance Recovery	1,107	-	-	-	1,107
Contributions from Bangor DDA	-	-	-	-	-
Contributions from Citizens Committee	-	-	-	-	-
Debt Service Payment	(444,825)	-	-	-	(444,825)
Indirect Cost	(111,097)	-	-	-	(111,097)
TOTAL OTHER FINANCING SOURCES (USES)	(554,815)	-	-	-	(554,815)
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	\$ (976,017)	\$ 349,638	\$ (4,380)	\$ 11,679	\$ (618,080)



BAY COUNTY

(989) 895-4051 • FAX (989) 892-3744

911 Central Dispatch

1228 Washington Ave., Bay City, MI 48708

Leonard Norman
Director

Thomas L. Hickner
County Executive

MEMORANDUM

To: Brian Elder, Chairman, Ways & Means Committee

From: Leonard Norman LN

Date: December 17, 2009

Subject: Motorola Service Agreement

Recommendation:

Request to renew contract for Motorola service agreement on all radio equipment.
(Pending approval from Marty Fitzhugh)

Finance/Economics:

This is a 12 month contract, beginning February 1, 2010 and ending January 31, 2011. The cost will be \$2056.78 per month, with a total of \$24,681.36 for the year. Equipment and pricing has been changed due to the recent radio upgrade at Central Dispatch. The new equipment that was recently installed is under warranty. The new monthly amount of \$2,056.78 is a reduction of the current monthly amount of \$3,154.30 because of the warranty on new equipment. The funds for this have already been budgeted for 2010.

Background:

This is a renewal of our yearly maintenance agreement for all infrastructure radio equipment for 9-1-1 services.

BAY COUNTY BOARD OF COMMISSIONERS
1/12/10

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (1/5/10)

WHEREAS, The existing Agreement between Bay County (9-1-1 Central Dispatch) and Motorola which covers service on all radio equipment expires 12/31/10 and it is necessary to renew said Agreement; and

WHEREAS, The total annual cost is \$24,681.36 (a reduction of \$3,154.30 because of the warranty on new equipment purchased) and these funds are budgeted in the 2010 911 budget; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that the Motorola Service Agreement (renewal) for annual maintenance on all radio equipment located in the 9-1-1 Dispatch center between Bay County (9-1-1 Central Dispatch) and Motorola for the period 2/1/10 thru 1/31/11 is approved and the Chairman of the Board authorized to execute said Agreement on behalf of Bay County following legal review/approval; Be It Further

RESOLVED That any budget adjustments required are approved.

BRIAN K. ELDER, CHAIR
AND COMMITTEE

911 2010 RadioMaint-Motorola

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Dawn A. Kilda				Brian K. Elder			
Patrick H. Beson				Ernie Krygier				Eugene F. Gwizdala			
Vaughn J. Beglck				Klm Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

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

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**DIVISION OF
INFORMATION SYSTEMS**



BAY COUNTY

Robert T. Super II, Director

E-mail: superr@baycounty.net

Thomas L. Hickner

County Executive

515 Center Avenue
Bay City, Michigan 48708

Phone (989) 895-4087
Fax (989) 895-2070
<http://www.co.bay.mi.us>

MEMORANDUM

TO: BRIAN K. ELDER, CHAIRMAN
AND MEMBERS, WAYS AND MEANS COMMITTEE

FROM: ROBERT T. SUPER II, DIRECTOR OF INFORMATION SYSTEMS DIVISION *RIS*

DATE: DECEMBER 17, 2009

RE: WAYS AND MEANS JANUARY 5, 2010 AGENDA REQUESTED ITEMS - INFORMATION SYSTEMS
CHARTER INTERNET SERVICES

BACKGROUND:

With the reliance on the Internet to carry out day to day Counties activities, it has become apparent the need to review redundancy coverage of the access to the Internet. Currently, we rely exclusively on Speednet for our Internet provider and for the most part of the past five plus years, minimal down time has occurred in that the Internet was not available due to equipment malfunction and/or weather conditions. In addition, with the Sheriff department utilizing the NET Arms application via the Internet to Saginaw, it is vital that our access to the Internet remains 100% percent reliable. Therefore, an additional Internet service provider was deemed necessary so that coverage to the Internet will remain active.

We have tracked the usage of the Internet and have an average usage between 6 to 10 mb with the peaking of the low teens. With the solution requested, we will have a total of 15 mb available to the Internet from the County network.

ECONOMICS:

With the renewal of the Speednet LLC roof top agreement, we requested and were granted an additional five mb of bandwidth to handle the additional usage of the Internet to conduct day to day operations. The prior agreement specified two mb. Speednet has agreed to this request. However, in the event Speednet LLC should lose connectivity to the Internet through equipment and/or weather conditions, an additional provider was sought to have this redundancy in place. We reviewed the current providers of Internet services through out the Bay County area and have selected Charter due to the free installation and monthly costs.

The cost for one mb from Charter is \$100.00 a mb. We are requesting a fiber connection which will be ran into the county network at no charge from Charter. In addition, we are requesting 8mb of broadband access. Finally, we will have Helden Consulting assist with connecting the two providers to one pipe line so that if one or the other should potentially lose access, the other connection will automatically handle the Internet traffic. The cost for this consulting assistance will not exceed \$1,050.00 and will be paid from the Internet account within the Information Systems Department. The total cost from Charter will be \$800.00 per month for a 60 month contract.

RECOMMENDATION:

Authorize the Board chairman to sign all legal contracts with Charter and authorize the amount of \$9,600 per year for this additional bandwidth.

-45-

Cc. Thomas Hickner, County Executive
Michael Gray, Assistant County Executive
John Miller, Sheriff
Marty Fitzhugh, Corporate Counsel
Robert Redmond, Board Financial Analyst
Amanda Brown, Finance Officer
Richard Pabalis, Superintendent, Building and Grounds
Frances Horgan, Purchasing Agent

BAY COUNTY BOARD OF COMMISSIONERS

1/12/10

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (1/5/10)

WHEREAS, With the reliance on the internet to carry out day-to-day County activities, it is apparent that it an additional internet service provider is necessary to maintain active internet coverage; and

WHEREAS, While Speednet LLC has granted an additional five mb of bandwidth to handle additional use of the internet, in the event Speednet LLC should lose connectivity to the internet through equipment and/or weather conditions, an additional provider was sought to have redundancy in place and, after review of available providers and based on free installation and their monthly charges, Charter Internet Services is determined to be the provider of choice; and

WHEREAS Based on Bay County's needs, it is necessary to have a consulting firm assist with connecting the two (2) providers to one pipe line so that if one or the other providers loses access, the other connection will automatically handle the internet traffic; and

WHEREAS, The consultant (Heiden Consulting) cost will not exceed \$1,050 and will be paid from the Internet line item within the Information Systems budget; the Charter cost will be \$800/mo. for a 60 month period; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves contracts with both Heiden Consulting (\$1,050) and with Charter (\$800/mo. for 60 months) and authorizes the Board Chair to sign said Agreements on behalf of Bay County following legal review/approval; Be It Further

RESOLVED That budget adjustments, if required, are approved.

BRIAN K. ELDER, CHAIR
AND COMMITTEE

ISD - Heiden Consulting and Charter Agts

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Dawn A. Kilda				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglck				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

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

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THOMAS L. HICKNER
Bay County Executive



Richard C. Pabalis
Superintendent of
Buildings and Grounds
pabalisr@baycounty.net
<http://www.baycounty-mi.gov>

BAY COUNTY BUILDINGS
AND GROUNDS DIVISION
515 Center Avenue, Suite G101
Bay City, Michigan 48708-5121

TEL (989) 895-4097
FAX (989) 895-4222
TDD (989) 895-4049
(HEARING IMPAIRED)

MEMORANDUM

TO: BRIAN ELDER
CHAIRMAN OF WAYS & MEANS

FROM: RICK PABALIS
SUPERINTENDENT OF BUILDINGS & GROUNDS

RE: PINCONNING PARK CAMPSITES

DATE: DECEMBER 21, 2009

REQUEST:

Approve funding to create six more camp sites at Pinconning Park with costs to come from fund balance and construction would be performed by County staff.

BACKGROUND:

We have been working with Spicer Engineering and the DNR on creating six more campsites south of Pinconning Road. The sites would be adjacent to the existing black top parking lot for easy access. These sites would have 50 amp pedestals for big rigs and be available for long term camping. County staff would construct the sites.

ECONOMICS:

I would respectfully request that \$8,850.00 come from fund balance to finance this project. The projected R.O.I. will be 18 months based on current park data and the amount of campers we turn away because we are full.

RECEIVED BAY COUNTY BOARD OF COMM. DEC 21 2009 Routing _____ _____

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RECOMMENDATION:

Approve the construction of additional camping sites at Pinconning Park with funding to come from fund balance and construction by County staff with Corporation Counsel to review any legal documents and Chairman to sign.

cc: Tom Hickner Brent Goik
Mike Gray
Amanda Brown
Steve Humphrey

Enclosures

BrianElder-pinconning park campsites

Handwritten signature or initials, possibly "BJ", in black ink.

PINCONNING PARK ADDITIONAL CAMP SITE COSTS

Camp Site Labor Costs with Fringe

Clearing w/ dozer 1 man	12 hrs. @ \$18.98 =	\$228.00
Sand fill 2 men	16hrs. 8hrs. @ \$20.90 =	\$167.00
	8 hrs. @ \$18.98 =	\$152.00
Stone base 2 men	16hrs. 8hrs. @ \$20.90 =	\$167.00
	8hrs. @ \$18.98 =	\$152.00
Top soil & seed 1 man	8hrs. @ \$18.98 =	<u>\$228.00</u>
SUBTOTAL		\$1,094.00

Camp Site Electrical cost with Fringe

Trenching labor 1 man	4hrs. @ \$18.98 =	\$76.00
Wire burial 1 man	2hrs. @ \$23.11 =	\$46.00
Pedestal installation 1 man	6hrs. @ \$23.11 =	\$139.00
Electrical distribution panel 1 man	8hrs. @ \$23.11 =	<u>\$185.00</u>
SUBTOTAL		\$446.00

Mitigation with fringe in exchange for Camp Site construction

Mowing phragmites 1 man	8hrs. @ \$18.98 =	\$152.00
Chemical treatment of phragmites 1 man	4hrs. @ \$18.98 =	<u>\$76.00</u>
SUBTOTAL		\$228.00

TOTAL \$1,768.00

Chemical Cost \$470.00

Date: December 8, 2009

To: Robert Redmond

From: Steve Humphrey

Subject: Pinconning Park Capital Improvements

Pinconning Park Capital Improvements

Project Title: 6 Modern Campsites.
Project Scope: Construct 6 campsites in a wooded area adjacent to the park office.
Project Elements: Site excavation, sand, fill dirt, stone mix, drain tiles, electric distribution panel, electric supply lines, power pedestals (20/30/50 amp), grass seed, 6 fire rings, 6 picnic tables.
Est. Project Cost: \$8,850.00

Revenue Projections:	Year 1	Revenue Projection	\$3,000
	Year 2	Revenue Projection	\$6,000
	Year 3	Revenue Projection	\$7,500
	Year 4	Revenue Projection	\$8,000
	Year 5	Revenue Projection	\$9,000
	Total 5 year Revenue Projection		\$33,500

Return on Investment: 18 months from project completion, based on current Pinconning Park data.

C.c. Mike Gray; Rick Paballs

BAY COUNTY BOARD OF COMMISSIONERS

1/12/10

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (1/5/10)

WHEREAS, The Buildings and Grounds Department has been working with Spicer Engineering and the DNR on creating six (6) more campsites south of Pinconning Road; and

WHEREAS, These sites would be adjacent to the existing blacktop parking lot for easy access and would have 50 amp pedestals for big rigs and would be available for long term camping; and

WHEREAS, County staff would construct the sites but the anticipated cost for materials would be \$8,850; and

WHEREAS, The projected return on investment is 18 months based on current park data and the number of campers turned away due to lack of sites; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners appropriates up to \$8,850 from Fund Balance for the construction of six (6) campsites at Pinconning Park (south of Pinconning Road).

BRIAN K. ELDER, CHAIR
WAYS AND MEANS COMMITTEE

Pinc Pk - 6 Add Campsites

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Dawn A. Kilda				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
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 _____