

**WAYS AND MEANS COMMITTEE
AGENDA
TUESDAY, SEPTEMBER 1, 2009**

4:00 P.M.

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

- I CALL TO ORDER
- II ROLL CALL
- 1- 5 III MINUTES (8/4/09)
- IV PUBLIC INPUT
- V PETITIONS AND COMMUNICATIONS
- 6- 7 A. Bay County Sheriff - PA 416 Grant (**Seeking approval of 416 grant application and related documents; authorization for Board Chair to sign; approval of required budget adjustments - proposed resolution attached**)
- 8-16 B. Bay County Prosecutor - Travel Request (**Seeking approval of travel request for J. Dee Brooks to attend NCDA's Prosecuting Drug Cases conference in San Diego CA, funds to come from PACC scholarship and Forfeiture Funds - proposed resolution attached**)***
- 17-42 C. Bay County Treasurer - Bay County Land Bank Authority Intergovernmental Agreement (**Seeking approval of attached agreement - proposed resolution attached**)
- D. Assistant County Executive for Recreation and Administrative Services -
- 43-50 1. Radio Tower on Roof of County Building (**Seeking authorization to proceed with location of radio tower on roof of County Building, Motorola being the vendor - proposed resolution attached**)***
- 51-57 2. Consulting by Resilient-C (**Seeking approval of a contractual arrangement w/Resilient-C for up to 350 hours at \$50 per consultant per hour for the specific scope; authorization for Board Chair to sign agreement; approval of any required budget adjustments - proposed resolution attached**)
- 58-59 E. Emergency Preparedness & Management Div. Manager/EPC - Memoranda of Understanding/Letters of Agreement for H1N1 Vaccinations (**Seeking approval to pursue necessary MOU and Letters of Agreement with partnering providers to assist in administration of H1N1 vaccine; approval of required budget adjustments - proposed resolution attached**)***

- 60-64 F. Director of Environmental Affairs - Increased Funding Level for Preparation of EECDBG Grant Program **(Seeking increase of \$7,000 funding for grant application preparation from EDC Reserve Fund; approval of contractual services for grant application preparation; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached)*****
- G. Personnel Director - Tuition Reimbursement
- 65-68 1. Lt. Kevin Nickel - Sheriff Department **(Seeking concurrence with Sheriff's recommendation to approve)**
- 69-72 2. Jill McKeon - Treasurer's Office **(Receive)**
- 73-74 H. Director of Division on Aging - Renewal of Agreement w/A&D Home Health Care **(Seeking authorization for Board Chair to sign all documents related to extension of Agt. with A&D Home Health Care; approval of required budget adjustments - proposed resolution attached)**
- I. Financial Analyst
- 75-76 1. Redemption of Bonds Series 1996A - Renovation of Law Enforcement Center - Building Authority***
- 77-78 2. Redemption of Bonds Series 1996A - Renovation of Law Enforcement Center - Building Authority***
- J. Finance Director
- 79-97 1. Budget Adjustments **(Approval required)**

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

*****NOTE:** These resolutions will be considered by the full Board at a special Board meeting immediately following Ways and Means.

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, AUGUST 4, 2009, FOURTH FLOOR, BAY COUNTY BUILDING, 515 CENTER AVENUE, BAY CITY, MI 48708.

Call to order @ 4:02 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	Y
DONALD J. TILLEY, VICE CHAIR	P	Y	Y	S/Y	Y	Y	Y	S/Y	Y	S/Y	M/Y	Y	Y
MICHAEL J. DURANCZYK	P	Y	Y	Y	Y	S/Y	M/Y	Y	Y	Y	Y	Y	S/Y
VAUGHN J. BEGICK	P	Y	Y	Y	Y	M/Y	Y	Y	Y	Y	Y	Y	Y
DAWN A. KLIDA	P	M/Y	M/Y	M/Y	Y	Y	Y	Y	S/Y	Y	Y	M/Y	Y
ERNIE KRYGIER	P	S/Y	S/Y	Y	S/Y	Y	Y	Y	Y	Y	S/Y	Y	Y
KIM COONAN	P	Y	Y	Y	Y	Y	Y	Y	Y	M/Y	Y	Y	Y
EUGENE F. GWIZDALA	P	Y	Y	Y	M/Y	Y	Y	M/Y	M/Y	Y	Y	S/Y	M/Y
PATRICK H. BESON, EX OFFICIO	P	Y	Y	Y	Y	Y	S/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				
DONALD J. TILLEY, VICE CHAIR		Y	Y	S/Y	Y	Y	M/Y	M/Y	M/Y				
MICHAEL J. DURANCZYK		Y	M/Y	Y	Y	Y	S/Y	Y	Y				
VAUGHN J. BEGICK		Y	Y	Y	Y	S/Y	Y	Y	Y				
DAWN A. KLIDA		S/Y	Y	Y	S/Y	Y	Y	S/Y	Y				
ERNIE KRYGIER		Y	Y	Y	Y	Y	Y	Y	S/Y				
KIM COONAN		Y	S/Y	Y	Y	Y	Y	Y	Y				
EUGENE F. GWIZDALA		M/Y	Y	M/Y	M/Y	M/Y	Y	Y	Y				
PATRICK H. BESON, EX OFFICIO		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.FITZHUGH, A.BROWN, J.MILLER, R.BRZEZINSKI, M.MARCHLEWICZ, J.STRASZ, N.MADAJ, R.SUPER, K.MEAD, N.SMITH, D.ENGELHARDT, A.WALLACE, R.REIMANN, R.PABALIS, P.BOSTICK, BAY 3 TV, D.BERGER

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WAYS AND MEANS COMMITTEE
TUESDAY, AUGUST 4, 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 7/7/09 WAYS AND MEANS COMMITTEE MEETING AS PRINTED.**

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

A laudatory resolution honoring Roger Rosebush and Be Cool Inc. was read. Mr. Rosebush was not in attendance so Commissioner Krygier indicated that he would see that Mr. Rosebush received the resolution.

The first agenda item was an amendment to the 2008-2009 Child Care Fund budget provided by Marge Marchlewicz, Probate Court Administrator. It was

- 2** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE AMENDMENT TO 2008-2009 CHILD CARE FUND BUDGET (PROBATE COURT).**

- 3** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE FY2010 TITLE IV-D COOPERATIVE REIMBURSEMENT CONTRACT/BUDGET (FRIEND OF THE COURT).**

- 4** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE APPROPRIATION TO COVER UNBUDGETED LEIN FEES DUE TO AN INCREASE IN THE AMOUNT CHARGED BY THE MICHIGAN STATE POLICE (SHERIFF DEPT.)**

When questioned about the LEIN fees, the Sheriff cautioned that these fees will continue to increase and all Michigan counties are affected by this. An accounting relative to the LEIN fees was requested, however, it was not provided.

- 5** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD**

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APPROVAL OF THE PROPOSED RESOLUTION RE ESTABLISHMENT OF A BAY COUNTY LAND BANK AUTHORITY (TREASURER).

- 6 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION IN SUPPORT OF SPEEDNET'S APPLICATION FOR ARRA BROADBAND INITIATIVE FUNDS (ADMINISTRATIVE SERVICES).**

Brief comments in support of Speednet's application for stimulus funding were offered by Commissioner Duranczyk who spoke to a meeting on this issue he attended with Michael Gray and Bob Super. Committee Chair Elder noted he has been working on the broadband issue since 2006 and is very pleased that efforts may be moving forward.

The next item on the agenda was the reallocation of funds for departmental team & expectations process. County Executive Hickner was asked about this proposal and he advised that in the past County Administration has utilized the services of Bender & Associates to bring staff together to work more effectively to meet goals and objectives. This process allows for identifying strategies, improving day-to-day performance to include staff ideas. Administration is trying to envision a future with less money available so cross-training of staff, etc. will be important factors. Commissioner Coonan suggested expanding the group and not limit it to recreation and information systems. The Executive noted that this could be pursued in the future. Commissioner Krygier was encouraged by what will be done and concurred that other departments should be considered. It was

- 7 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF PROPOSED RESOLUTION RE REALLOCATION OF FUNDS FOR DEPARTMENTAL TEAM AND EXPECTATIONS PROCESS (ADMINISTRATIVE SERVICES).**

- 8 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE BY2008 HOMELAND SECURITY GRANT PROGRAM AGREEMENT (ADMINISTRATIVE SERVICES).**

- 9 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE HARDWARE UPGRADES FOR GIS AND EQUALIZATION DEPARTMENTS (ISD).**

- 10 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE APPLICATION FOR DNR FORESTRY GRANT (BUILDINGS AND GROUNDS).**
- 11 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE AMENDMENT # 4 TO THE CPBC AGREEMENT (HEALTH DEPARTMENT).**
- 12 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE BUILDING HEALTHY COMMUNITIES GRANT (HEALTH DEPARTMENT).**
- 13 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE CHIPRA GRANT BUDGET (HEALTH DEPARTMENT).**
- 14 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE FEASIBILITY STUDY FOR CENTRAL KITCHEN EXPANSION (DIVISION ON AGING).**
- 15 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE DEPARTMENT OF ENERGY EFFICIENCY CONSERVATION BLOCK GRANT PROGRAM (ENVIRONMENTAL AFFAIRS).**
- 16 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE TRANSPORTATION PLANNING GRANTS (ENVIRONMENTAL AFFAIRS).**
- 17 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE PURCHASE OF A NEW VEHICLE FOR THE GYPSY MOTH SUPPRESSION PROGRAM (ENVIRONMENTAL AFFAIRS).**
- 18 **MOVED, SUPPORTED AND CARRIED TO AUTHORIZE PAYMENT OF THE BALANCE OF 2009 DUES TO THE MICHIGAN ASSOCIATION OF COUNTIES IN THE AMOUNT OF \$6,262.91 FROM THE BOARD OF COMMISSIONERS' 2009 BUDGET.**
- 19 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE BUDGET ADJUSTMENTS.**

Commissioner Coonan voiced the hope that a revenue forecast meeting will be held prior to receipt of the 2010 Bay County budget. He requested that this meeting be scheduled by the Board Chair as soon as is possible.

Commissioner Begick reminded that it's Bay County's turn to host the Tri County meeting and the Board Chair indicated that this will be done as soon as possible.

Commissioner Krygier advised of the groundbreaking for the new MBS terminal to be held 8/27/09 @ 4 p.m. at MBS Airport. Invitations will be sent out soon according to Committee Chair Elder.

There no further business, it was

20 MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:30 P.M.).

Submitted by:

Deanne Berger

**Deanne Berger
Board Coordinator**

John E. Miller
Sheriff Of Bay County

Michael T. Janiskee
Undersheriff

Newt Jerome
Jail Administrator



TO: Brian Elder, Chairman
Ways and Means Committee
Bay County Board of Commissioners

FROM: Sheriff John E. Miller *JEM*

DATE: August 18, 2009

RE: Grant Application FTY 2010 (SRP P.A. 416)

Background: The Sheriff's Office has participated in the Secondary Road Patrol (SRP) grant program offered through the Office of Highway Safety Planning (OHSP) for many budget years. The County has received SRP grant funding during previous budgeted years, that have provided for three officers, two patrol vehicles and various items of support equipment. This years grant application must be submitted to OHSP no later than September 1, 2009. In order to maintain Grant compliance, Bay County must continue Maintenance of Effort of twenty-three (23) locally funded Road Patrol Officers FTY 2010 grant cycle.

Economics/Finance: This year's anticipated grant allocation for Bay County is projected at \$169,387.00. Last years grant award was \$160,933.00. There is no local funding as a condition of the grant.

Recommendations: I am requesting the Committee's approval and the authorization to move forward with 2010 SRP Grant Application, and upon OHSP approval of the SRP Grant, make necessary budget adjustments.

CC: Undersheriff Michael T. Janiskee
Patrick H. Beson, Chairman, Bay County Board of Commissioners
Marty Fitzhugh, Corporate Counsel
Kim Priessnitz, Budget Supervisor
File Copy

Ls/W&MGrantAppli.FTY2009-SRP PA 416

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BAY COUNTY BOARD OF COMMISSIONERS
9/8/09

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (9/1/09)

WHEREAS, The Bay County Sheriff Department has participated in the Secondary Road Patrol (PA 416) State Office of Highway Safety grant for several years, said grant providing funding for three (3) officers, two patrol vehicles and additional support equipment; and

WHEREAS, Grant funding in the projected amount of \$168,387 is available for FY 2009-2010 (\$160,933 was funded for FY 2008-2009) and the Bay County Sheriff again wishes to make application for P.A. 416 funding; and

WHEREAS, In order to maintain grant compliance, Bay County must continue Maintenance of Effort of twenty three (23) locally funded Road Patrol officers for the FY 2010 grant cycle; and

WHEREAS, No local funding match is required for the P.A. 416 grant; Therefore, Be It RESOLVED By the Bay County Board of Commissioners that the application for Secondary Road Patrol (PA 416) and Traffic Accident Prevention Program funding for 2009-2010 is approved and the Chairman of the Board authorized to execute the grant application, grant contract, and all documents related to the 2009-2010 P.A. 416 Grant, following legal review/approval; Be It Further

RESOLVED That required budget adjustments are approved.

BRIAN K. ELDER, CHAIR
AND COMMITTEE

Sheriff - PA 416 Grant - 2009-10

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 Krygier				Eugene F. Gwizdala			
Vaughn J. Beglick				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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BAY COUNTY PROSECUTING ATTORNEY

KURT C. ASBURY

Victim's Rights Advocates

Cindy A. Howell
Wendy D. Hoffard
Kristin M. Monaghan

Assistant Prosecuting Attorneys

Nancy E. Borushko
Chief Assistant

Richard Ira Dresser
Barbara J. Hayward
John C. Keuvelaar
Margaret A. Leaming
Scott A. Gordon
J. Dee Brooks
Sylvia L. Linton

MEMO

TO: Brian Elder
FROM: Kurt C. Asbury *KCA*
RE: September 1, 2009, Ways & Means meeting

Mr. Elder:

I am requesting consideration by the Ways & Means Committee to allow out-of-state travel for Assistant Prosecutor, J Dee Brooks. Mr. Brooks has an opportunity to attend the NCDA's *Prosecuting Drug Cases* conference in San Diego, CA, September 13-17th. Please see the attached chart showing the cost of the conference and where the funds are coming from to cover all costs associated with this. Since we have been fortunate to obtain a scholarship for PACC, and have funds available in our forfeiture account, there will be no net cost to the County.

Please do not hesitate to contact me if you have any questions.

cc: Kim Priessnitz

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BAY COUNTY COURT FACILITY, 1230 WASHINGTON, STE. 768, BAY CITY, MICHIGAN 48708

TELEPHONE: (989) 895-4185 FAX: (989) 895-4167
TDD [HEARING IMPAIRED]: (989) 895-2059

J Dee Brooks will attend the National College of District Attorneys' (NCDA) **Prosecuting Drug Cases** on September 13- September 17, 2009, in San Diego CA (copy of the conference information attached)

We have \$18,318.20 in our Drug Forfeiture account. This money can only be used for drug related prosecution. This conference will be paid for out of this money.

J Dee has applied and received a Prosecuting Attorneys Coordinating Council (PACC) scholarship to use toward the cost of this conference. The total amount of the scholarship is \$1,300.00. PAAM will pay the conference fee directly - \$595.00. J Dee will need to complete an evaluation upon his return, and when he does PAAM will send the county \$705.00.

These are approximate costs

	COST			
Conference fee 101 26700 86100	\$595	Includes course materials & admission	Paid directly to NCDA by Prosecuting Attys Coordinating Council (PACC) scholarship	\$0.00
Air fare 101 26700 86100	apprx \$400	round trip		\$400.00
Hotel 101 26700 86100	apprx \$750	\$139/night		\$750.00
Car Rental 101 26700 86100	apprx \$200			\$200.00
Parking 101 26700 86100	apprx \$70			\$70.00
Meals 101 26700 86100	\$147.75	09/13/2009 (Sunday) lunch & dinner \$23.75 09/14/2009 (Monday) \$31 breakfast, lunch & dinner 09/15/2009 (Tuesday) \$31 breakfast, lunch & dinner 09/19/2009 (Wed) breakfast, lunch & dinner \$31 09/17/2009 (Thurs) \$31 breakfast, lunch & dinner		\$147.75
Mileage to/from airport 280 x .55 101 26700 86500	\$154.00			\$154.00
			TOTAL 101 26700 86500	\$1567.75
			TOTAL 101 26700 86500	\$154.00
			Less money to be paid back to us by PAAM	\$705.00
			Monies to be paid out of our Drug Forfeiture money	\$1,016.75

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STATE OF MICHIGAN
PROSECUTING ATTORNEYS COORDINATING COUNCIL

DEPARTMENT OF ATTORNEY GENERAL
116 W. Ottawa Street, Suite 200
Lansing, Michigan 48913
Ph: (517) 334-6060 – FAX: (517) 334-6351
www.michiganprosecutor.org

COUNCIL MEMBERS

Gary Walker, Chair
Mike Cox, Vice Chair
William Forsyth
Brian Pepler
Michael Thomas

Mr. J. Dee Brooks
Bay County Assistant Prosecutor
1230 Washington Ave., Suite 768
Bay City, MI 48708

Dear Mr. J. Dee,

Congratulations! You have been awarded a training scholarship to attend the **NCD**
Prosecuting Drug Cases course scheduled **September 13 -17, 2009** in San Diego, California.

The NCD registrar has been requested to bill the PACC office for your tuition. **PLEASE FAX**
the enclosed course application to the NCD. You also need to make arrangements for
your lodging and travel. You will be required to defray these expenses.

As soon as you return from the seminar, please complete the enclosed Participant
Evaluation Form, appraising both the seminar and the speakers. Send it to the PACC
office. Upon receipt of this evaluation, the **balance** of your scholarship will be processed
through the state accounting system. This check will be made out and sent to your County as
partial reimbursement of your expenses. It is very important that you be **timely** in submitting
your evaluation.

If you are unable to attend this seminar for any reason, please notify Mary Mitchell.

Congratulations on your selection and enjoy the course.

Sincerely,

Mary Mitchell
Administrative Assistant
116 W. Ottawa Street, Suite 200
Lansing, MI 48913
517-334-6060x800
mitchellm@michigan.gov

Attachments

cc: Kurt Asbury, PA
Nancy St. Pierre

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NATIONAL COLLEGE OF DISTRICT ATTORNEYS



AMERICA'S SCHOOL FOR PROSECUTORS
THE EDUCATION DIVISION OF NDAA



- | | | | | |
|-------------------------------------|---|-------------------------------|---|---------------------------------------|
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Prosecuting Drug Cases

September 13-17, 2009
San Diego, CA

[REGISTER FOR THIS COURSE](#)

Questions - CALL NCDA Registrar at 803/705-5096

Course Description

We have seen the devastating impact illegal drugs have had around the world. In our communities the widespread effects of this illegal and often violent activity is evident. Our Prosecuting Drug Cases Course is designed for the prosecution team -- prosecutors, investigators and lab technicians analyzing these illegal substances.

Come join your peers from across the country as we discuss successful strategies to overcome defense challenges and combat these attacks on our families and communities. From the 2 ounce possession case to the defendant arrested for delivery to the large drug cartel, our experienced faculty will arm you with the techniques, legal proficiency, and tools to successfully investigate, analyze, manage and present these cases. As you know investigating and prosecuting drug cases has been made more challenging with the increased complexity and sophistication of illegal drug operations including the increased use of technology by these defendants. Join our experienced faculty to learn how to more effectively and efficiently fine tune your skills.

Included in this program are topics such as:

- What's in the medicine cabinet- Fraudulent Rx's
- Electronic Surveillance: Using Technology to Build the Strong State Case -What's Available
- Covert Operations
- Asset Forfeiture: The Proceeds of the Crime
- Professionalism and Ethics for Prosecutors and Investigators
- Wire Taps- Setting up and Managing the Wire
- Experts, Experts, Experts- Theirs and Ours
- Illegal Substances and our Youth- What to look for
- Taking Down the Drug Enterprise
- Managing Street-Level Prosecutions
- 4th, 5th & 6th Amendment Issues
- The Visual Trial
- Making the Jury Care: The Compelling Closing Argument
- Seizure of Electronic Evidence: Legal Issues and Practical Concerns

Course Information

Eligibility: *Prosecuting Drug Cases* is open to lawyers in local, state, federal and military prosecutors' offices and investigators who are employed by or who work in close association with a prosecutor's office.

Course Tuition: The course fee is \$595, which includes admission and course materials. The College adheres to a policy of non-discrimination in admissions, scholarship awards and administration. The first attendee from an office pays full tuition. Each additional attendee from the same office will receive a \$50 discount for this course.

Cancellation and Refund Policy: Full refunds will be made for cancellations received by 5:00 pm, ten (10) business days prior to the beginning of the course. Refunds, less \$60 for administrative fees, will be made for cancellations received after this date for all courses.

-//-

Late Registration Fee: If you do not register at least 10 days prior to the start of the course, you will be charged a late registration fee of \$60 in addition to regular tuition. This fee also applies to walk-in registrants.

Accommodations: The course will be held at the **DoubleTree Hotel San Diego Mission Valley**. The group rate is \$139 single/double occupancy per night. To secure this group rate, make reservations by **August 21, 2009** by calling the hotel at 800-222-8733 or by calling CEM travel services at 800-247-8785; a first night's deposit is required.

Travel Services: NCDA's Travel Agency, **CEM Travel Services**, can take care of all of your travel needs. Call them at 800-247-8785 (Monday - Friday; 9am - 6pm Central) for airfare and rental car reservations. **Hertz** offers special discounts for car rentals to the National College of District Attorneys - refer to NCDA Corporate Discount Number 1572962. **AVIS** also offers special discounts for car rentals to the National College of District Attorneys - refer to Avis Worldwide Discount (AWD) Number D150036.

Legal Disclaimer

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BAY COUNTY TRAVEL REQUEST

Travel Request Number
Finance Dept. Use only

NAME OF INDIVIDUAL TO BE TRAVELING: **JDEE BROOKS #66766**

DESTINATION: **San Diego, CA**

PURPOSE: **Conference: NCDCA Prosecuting Drug Cases**

DEPARTURE DATE AND TIME: **09/12/2009, 7:00 am**

RETURN DATE AND TIME: **09/19/2009, 10:00 pm**

CHARGE MEALS/LODGING/FEEES TO: 101 26700 86100

CHARGE STATE TRAVEL MILEAGE TO: 101 26700 86500

} See attached

xx Trip unbudgeted, exceeds 300 air miles from Bay city. I request consideration of the Ways and Means Committee of the attached written justification and proposed source of funding.

J. Dee Brooks 8/13/09 _____
Employee Signature Date Department Head/Elected Official Signature Date

SEND TO THE COUNTY EXECUTIVE'S OFFICE OR FINANCE DEPARTMENT AS APPLICABLE

For unbudgeted trips exceeding 300 air miles from Bay City or for trips which funds do not exist:

FOR BOARD OF COMMISSIONERS BY: (Initials of two (2) required)

Approved Disapproved Date Chair, Board of Commissioners

Approved Disapproved Date Vice-Chair, Board of Commissioners

Approved Disapproved Date Chair, Ways and Means Committee

REVIEWED FOR APPROPRIATENESS OF REQUEST:

Approved Disapproved Date County Executive (Initial)

REVIEWED TO CONFIRM AVAILABILITY OF FUNDS:

Approved Disapproved Date Finance Officer (Initial)

2. Section II - Non-County Personnel

Travel expenses of non-county personnel, as identified in Section V, Paragraph 2, exclusive of meal costs, are not allowed and shall not be reimbursed unless otherwise contractually obligated.

The cost of meals for non-county personnel shall be reimbursed only when it is incidental and necessary to the transacting of Bay County business. Receipts must be furnished with a complete explanation and justification, along with the name of the non-county personnel, his/her affiliation and place of meeting must be identified on the Bay County Travel Expense Voucher.

Travel expenses incurred by the immediate family member of an employee/Elected Official shall not be reimbursed under any circumstances.

3. Section III - Request For Travel

Travel requests shall be submitted at least five (5) work days prior to departure. Unexpected travel may cause the five (5) work day period to be waived by Bay County Executive, the Chair of the Bay County Board of Commissioners or other Bay County elected official as applicable. Travel outside the County's boundary, exclusive of routine business travel to contiguous counties¹ must be approved prior to departure by filing a Bay County Travel Request Form (Exhibit A), regardless of whether expenses will be incurred, with the County Executive's Office or the Finance Department, whichever is applicable.

Travel requests shall be authorized and approved by the Division Head/Department Head/Elected Official, reviewed for appropriateness by the County Executive's Office or the Finance Department, whichever is applicable.

For unbudgeted trips exceeding three hundred (300) air miles from Bay City or for trips for which funds do not exist, approval must be granted prior to departure by two (2) of the three (3) following officials: Chair of the Board of Commissioners, Vice-Chair of the Board of Commissioners, or the Chair of the Ways and Means Committee. Such request shall be accompanied with the appropriate Budget Adjustment Request Form (Exhibit B or C) identifying the justification and the proposed source of



¹Amended 6/8/04, Res. No. 2004-115



funding for formal approval at the next meeting of the Ways and Means Committee and Board of Commissioners.

4. The Bay County Travel Request form shall be completed in its entirety.
Section IV -Cash Advances

Cash advances may be provided for approved travel by completing the last paragraph of the Travel Request Form. An approved request for an advance shall be submitted by the Division Head/Department Head/Elected official to the Bay County Finance Department. The Finance Department will determine if the request is reasonable and process a check no sooner than two (2) work days prior to departure. In no event shall the cash advance be in an amount less than the total daily meal allowance as identified in Section VII, Paragraph 2.

Advances spent shall be accounted for by filing a Bay County Travel Expense Voucher.

Unspent cash advances shall be remitted to the Bay County Treasurer's Office within five (5) work days from return date. Unspent advances which are not remitted to the Bay County Treasurer within the five (5) work days shall be deducted from the Employee's/Elected Official's payroll check.

5. Section V - Travel Expense Voucher

The Bay County Travel Expense Voucher (Exhibit D) shall be completed in its entirety and shall be used for reimbursement of all actual travel expenses incurred while attending conventions, conferences, seminars, training programs and meetings.

Not all travel expenses are reimbursable. The Finance Department shall review all travel expenses and determine whether they are reimbursable. Reimbursable travel expenses may include, for example: meals, lodging, mileage, parking fees, air fare, cab fare, telephone charges, fax charges and gratuities.

The expense of only one traveler shall be included on a single Travel Expense Voucher, EXCEPT when an employee/Elected Official is in a custodial capacity, and is responsible for and pays the travel expenses of others who accompany him/her. Names of others shall be shown.

A Travel Expense Voucher shall not cover more than one trip and shall be submitted by the fifth (5th) work day after the employee/Elected Official

BAY COUNTY BOARD OF COMMISSIONERS

9/1/09

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (9/1/09)

WHEREAS, J. Dee Brooks, Assistant Prosecutor in the Bay County Prosecutor's Office, has the opportunity to attend the NCDAs Prosecuting Drug Cases conference in San Diego, CA, September 13th - 17th; and

WHEREAS, The Bay County Prosecutor is seeking approval of the unbudgeted trip which exceeds 300 air miles and the conference expenses will be paid through a PACC scholarship and funds available in the Forfeiture Account with no cost to the County's General Fund; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes the out-of-state travel of J. Dee Brooks, Assistant Prosecutor, to attend the NCDAs Prosecuting Drug Cases conference in San Diego, CA, September 13-17, 2009, funds to cover the cost of this trip to come from a PACC scholarship and funds available in the Forfeiture Account; Be It Further

RESOLVED That budget adjustments, if required, are approved.

BRIAN K. ELDER, CHAIR

AND COMMITTEE

Prosecutor - NCDAs Prosecuting Drug Cases Conference

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. Begick				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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COUNTY OF BAY

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

RICHARD F. BRZEZINSKI
BAY COUNTY TREASURER

Phone: (989) 895-4285
Fax: (989) 895-4082
brzezinski@baycounty.net

To: Brian K. Elder, Chair of Ways and Means Committee
Date: August 25, 2009
Re: Bay County Land Bank Authority Intergovernmental Agreement

Request:

Approve the Bay County Land Bank Authority Intergovernmental Agreement between the Michigan Land Bank Fast Track Authority and the Bay County Treasurer. Reviewed by Bay County Corporation Counsel.

Background:

On August 11, 2009 The Bay County Board of Commissioners approved the formation of the Bay County Land Bank Authority. An Intergovernmental Agreement between the Michigan Land Bank Fast Track Authority and the Treasurer of the County Of Bay must be approved by The Bay County Board of Commissioners.

Attached is a proposed Intergovernmental Agreement drafted by Peter Goodstein, Attorney at Law. Mr. Goodstein has had significant involvement in legal work in the formation and administration of the Genesee Land Bank and several other county land banks in the State Of Michigan.

Martha Fitzhugh, Bay County Corporation Counsel has reviewed and approved the agreement.

This agreement must also be approved by the Michigan Land Bank Fast Track Authority after review by the State Attorney General. This agreement is scheduled to be approved at the September 17, 2009 Michigan Land Bank Fast Track Authority meeting.

The Bay County Treasurer must approve and this agreement requires the concurrence of the Bay County Executive.

Recommendation:

Approve the Intergovernmental Agreement between the Michigan Land Bank Fast Track Authority, and the Treasurer of the County of Bay, Michigan subject to review and approval of the Bay County Corporation Counsel, County Executive concurrence and approved by the Michigan Attorney General and the Michigan Land Bank Fast Track Authority.

INTERGOVERNMENTAL AGREEMENT

BETWEEN THE

MICHIGAN LAND BANK FAST TRACK AUTHORITY
(a Michigan public body corporate and politic)

AND THE

TREASURER OF THE COUNTY OF BAY, MICHIGAN

CREATING THE

BAY COUNTY LAND BANK AUTHORITY
(a Michigan public body corporate)

This Agreement is entered into under Section 5 of Article 3 and Section 28 of Article 7 of the Michigan Constitution of 1963 and the Land Bank Fast Track Act, 2003 PA 258, MCL 124.751 TO 124.774, between the **MICHIGAN LAND BANK FAST TRACK AUTHORITY**, a Michigan public body corporate and politic, and the **TREASURER OF THE COUNTY OF BAY, MICHIGAN**, for the purpose of establishing and creating the **BAY COUNTY LAND BANK AUTHORITY**, a separate legal entity and public body corporate to administer and execute the purposes and objectives of this Agreement.

RECITALS

A. In enacting the Land Bank Fast Track Act, 2003 PA 258, MCL 124.751 to 124.774, the 92nd Michigan Legislature found that there exists in the State of Michigan a continuing need to strengthen and revitalize the economy of the State of Michigan and local units of government in this state and that it is in the best interests of the State of Michigan and local units of government in this state to assemble or dispose of public property, including tax reverted property, in a coordinated manner to foster the development of the property and to promote economic growth in the State of Michigan and local units of government in this state.

B. The Michigan Land Bank Fast Track Authority is created as a public body corporate and politic within the Michigan Department of Energy, Labor and Economic Growth, a principal department of the executive branch of state government, under the Land Bank Fast Track Act, 2003 PA 258, MCL 124.751 to 124.774, and is authorized to enter into an intergovernmental agreement with a county foreclosing governmental unit providing for the creation of a county authority to exercise the powers, duties, functions, and responsibilities of an authority under that act.

C. The Treasurer of the County of Bay, Michigan is a foreclosing governmental unit under the Land Bank Fast Track Act, 2003 PA 258, MCL 124.751 to 124.774, and Section 78 of The General Property Tax Act, 1893 PA 206, MCL 211.78.

D. It is the intent of the Michigan Land Bank Fast Track Authority and the Treasurer of the County of Bay, Michigan to establish a county authority as a separate legal entity and as a public body corporate under the Land Bank Fast Track Act, consistent with this agreement.

Accordingly, the Michigan Land Bank Fast Track Authority and the Treasurer of the County of Bay, Michigan agrees to the following:

ARTICLE I
DEFINITIONS

As used in this Agreement:

Section 1.01. "Act 7" means the Urban Cooperation Act of 1967, 1967 (Ex Sess) PA 7, MCL 124.501 to 124.512, as amended.

Section 1.02. "Agreement" means this intergovernmental agreement between the Michigan Land Bank Fast Track Authority, a Michigan public body corporate and politic, and the Treasurer.

Section 1.03. "Budget Act" means the Uniform Budgeting and Accounting Act, 1968 PA 2, MCL 141.421 to 141.440a, as amended.

Section 1.04. "City" means the City of Bay City, County of Bay, Michigan, a Michigan municipal corporation.

Section 1.05. "County Authority" means the Bay County Land Bank Authority, the public body corporate created under this Agreement pursuant to the Land Bank Act.

Section 1.06. "County Authority Board" means the board of directors of the Bay County Land Bank Authority created under Article IV.

Section 1.07. "County Board" means the Board of Commissioners for the County of Bay, Michigan.

Section 1.08. "County Executive" means the Bay County Executive elected pursuant to 1973 PA 139.

Section 1.09. "Effective Date" means the date upon which all of the following are satisfied, as provided under Section 23 of the Land Bank Act:

- (a) The Agreement is entered into by the Treasurer,
- (b) The Agreement is approved by the County Board,
- (c) The Agreement is concurred in by the County Executive,
- (d) The Agreement is entered into by the State Authority,
- (e) The Agreement is filed with the County Clerk for the County of Bay, Michigan,
- (f) The Agreement is filed with the Secretary of State,
- (g) The Agreement is filed with the Ingham County Clerk.

Section 1.10. "Executive Director" means the executive director of the County Authority selected under Section 4.12.

Section 1.11. "Fiscal Year" means the fiscal year of the County Authority, which shall begin on January 1 of each year and end on the following December 31.

Section 1.12. "FOIA" means the Freedom of Information Act, 1976 PA 442, MCL 15.231 to 15.246, as amended.

Section 1.13. "Foreclosing Governmental Unit" means that term as defined under Section 3(f) of the Land Bank Act, and Section 78 of The General Property Tax Act, 1893 PA 206, MCL 211.78, as amended.

Section 1.14. "Bay County" means the County of Bay, Michigan.

Section 1.15. "Land Bank Act" means the Land Bank Fast Track Act, 2003 PA 258, MCL 124.751 to 124.774, as amended.

Section 1.16. "OMA" means the Open Meetings Act, 1976 PA 267, MCL 15.261 to 15.275, as amended.

Section 1.17 "Party" or "Parties" means either individually or collectively as applicable, the State Authority or the Treasurer as each is a signatory to this Agreement.

Section 1.18. "Person" means an individual, authority, limited liability company, partnership, firm, corporation, organization, association, joint venture, trust, governmental entity, or other legal entity.

Section 1.19. "State" means the State of Michigan.

Section 1.20. "State Authority" means the Michigan Land Bank Fast Track Authority, a Michigan public body corporate and politic created under the Land Bank Act.

Section 1.21. "Tax Reverted Property" means that term as defined under Section 3(q) of the Land Bank Fast Track Act, 2003 PA 258, MCL 124.753(3)(q), as amended.

Section 1.22. "Treasurer" means the Treasurer of Bay County.

ARTICLE II
PURPOSE

Section 2.01. Purpose. The purpose of this Agreement is to create and empower the County Authority to exercise the powers, duties, functions, and responsibilities of an authority under the Land Bank Act for the benefit of Bay County and the State.

Section 2.02. Programs and Functions. The County Authority shall endeavor to carry out the powers, duties, functions, and responsibilities of an authority under the Land Bank Act consistent with this Agreement, including, but not limited to, the power, privilege, and authority to acquire, manage, and dispose of interests in property, and doing all other things necessary or convenient to implement the purposes, objectives, and provisions of the Land Bank Act and the purposes, objectives, and powers delegated to a County Authority under other laws or executive orders.

ARTICLE III
CREATION OF COUNTY AUTHORITY

Section 3.01. Creation and Legal Status of County Authority. The County Authority is established as a separate legal entity and public body corporate to be known as the "Bay County Land Bank Authority" for the purposes of acting as an authority under the Land Bank Act and administering and executing this Agreement.

Section 3.02. Articles of Incorporation. At its initial meeting the County Authority Board shall adopt articles of incorporation consistent with the provisions of this Agreement and the Land Bank Act.

Section 3.03. Principal Office. The principal office of the County Authority is at a location within the City or at any other location or locations within Bay County as determined by the County Authority Board.

Section 3.04. Title of County Authority Assets. Except as otherwise provided in this Agreement, the County Authority shall have exclusive title to all of its property and no Party shall have an ownership interest in County Authority property.

Section 3.05. Tax-exempt Status. The County Authority shall not be operated for profit. No earnings of the County Authority shall inure to the benefit of a Person other than the County Authority or the Parties. The Parties intend the activities of the County Authority to be governmental functions carried out by an instrumentality or political subdivision of government as described in Section 115 of Internal Revenue code of 1986, 26 USC 115, or any corresponding provisions of any future tax code. The Parties also intend the activities of the County Authority to be governmental functions carried out by a political subdivision of this State, exempt to the extent provided under Michigan law from taxation by this State, including, but not limited to, the Michigan business tax under Michigan Business Tax Act, 2007 PA 36, MCL 208.1101 to 1601, and the property taxes under the General Property Tax Act, 1893 PA 206, MCL 211.1 to 211.157 or corresponding provisions of future State tax laws. The property of the County Authority and its income and operations are exempt from all taxation by the State or its political subdivisions under Section 4(5) of the Land Bank Act.

Section 3.06. Compliance with Law. The County Authority shall comply with all federal and State laws, rules, regulations, and orders applicable to this Agreement.

Section 3.07. Relationship of Parties. The Parties agree that no Party shall be responsible, in whole or in part, for the acts of the employees, agents, and servants of any other Party, whether acting separately or in conjunction with the implementation of this Agreement. The Parties shall only be bound and obligated under this Agreement as expressly agreed to by each Party. No Party may obligate any other Party. No employee, agent, or servant of the County Authority shall be or shall be deemed to be an employee, agent or servant of the State for any reason.

Section 3.08. No Third-Party Beneficiaries. Except as otherwise specifically provided, this Agreement does not create in any Person, other than a Party, and is not intended to create by

implication or otherwise, any direct or indirect benefit, obligation, duty, promise, right to be indemnified (such as contractually, legally, equitably, or by implication), right to be subrogated to any Party's rights under this Agreement, and/or any other right or benefit.

ARTICLE IV
COUNTY AUTHORITY BOARD AND EXECUTIVE DIRECTOR

Section 4.01. County Authority Board Composition. The County Authority shall be governed by the County Authority Board, a board of directors that shall be appointed within 30 calendar days of the Effective Date. Elected officials and other public officers as well as all other adult residents of Bay County, are eligible to serve as members of the County Authority Board to the extent permitted under Michigan law. The County Authority Board shall consist of the following members:

- (a) The Treasurer.
- (b) The County Executive.
- (c) Two members of the County Board selected by a majority of the County Board.
- (d) Two representatives of local units of government selected by a majority of the County Board.
- (e) One resident of Bay County to represent the general public to be selected by a majority of the County Board.

Section 4.02 Terms of Office. The members of the County Authority Board under Sections 4.01 (a) and (b) shall serve as long as they hold office. The members under 4.01(c) shall be appointed for a period of two years and shall serve as long as they hold office. Of the members listed under 4.01(d) and (e), one member under 4.01(d) shall be appointed initially to a one year term and one member shall be appointed initially to a two year term. The member appointed under 4.01(e) shall be appointed to a three year term. After the expiration of the initial terms, members appointed under Section 4.01(d) and (e) shall be appointed in the same manner as the original appointments but for terms of three (3) years. A vacancy resulting from an election will be filled by appointment in the same manner.

Section 4.03. Removal. A member of the County Authority Board appointed under Section 4.01(c), (d) or (e) shall serve at the pleasure of the County Board.

Section 4.04. Vacancies. A vacancy among the appointed members of the County Authority Board appointed under Section 4.01(c) through (e) caused by death, resignation, or removal of a County Authority Board member shall be filled in the same manner as the original appointment for the balance of the unexpired term.

Section 4.05. Meetings. The County Authority Board shall conduct its first meeting no later than forty-five (45) calendar days after the Effective Date, provided that a quorum of the County Authority Board has been appointed. The County Authority Board shall meet at least annually and hold such other meetings at the place, date, and time as the County Authority Board shall determine. All meetings of the County Authority Board shall comply with the OMA. Public notice of the time, date, and place of the meetings shall be given in the manner required by the OMA.

Section 4.06. Quorum and Voting. A majority of the County Authority Board shall be required to constitute a quorum for the transaction of business. The County Authority Board shall act by a majority vote at a meeting at which a quorum is present. A quorum shall be necessary for the transaction of business by the County Authority Board. Presence in person for both quorum and voting at a meeting may include electronic communication by which such member of the County Authority Board is heard by the members of the County Authority Board and any members of the public at the meeting.

Section 4.07. County Authority Board Responsibilities. The County Authority Board shall do all of the following by a majority vote of its members appointed and serving:

- (a) Consistent with this Agreement and the Land Bank Act, adopt amendments to the initial articles of incorporation adopted under Section 3.02 and adopt subsequent amendments to the articles of incorporation as deemed necessary by the County Authority Board.
- (b) Adopt bylaws, rules, and procedures governing the County Authority Board and its actions and meetings. Initial bylaws shall be adopted within six (6) months of the first meeting of the County Authority Board.
- (c) Elect officers. Subject to Section 4.09 initial officers shall be elected within thirty (30) days of the first meeting of the County Authority Board.
- (d) Approve policies to implement day-to-day operation of the County Authority, including policies governing any staff of the County Authority.
- (e) Provide for a system of accounts to conform to a uniform system required by law, and review and approve the County Authority's budget to assure that the budgets are approved and administered in accordance with the Budget Act.
- (f) Provide for an annual audit in accordance with the Budget Act.
- (g) Adopt personnel policies and procedures.
- (h) Adopt policies and procedures for contracting and procurement.
- (i) Adopt an investment policy in accordance with 1943 PA 20, MCL 129.91 to 129.96, and establish banking arrangements for the County Authority.
- (j) Take such other actions and steps as shall be necessary or advisable to accomplish the purposes of this Agreement.

Section 4.08. Fiduciary Duty. The members of the County Authority Board are under a fiduciary duty to conduct the activities and affairs of the County Authority in the best interests of the County Authority, including the safekeeping and use of all County Authority monies and assets. The members of the County Authority Board shall discharge their duties in good faith,

with the care an ordinarily prudent individual in a like position would exercise under similar circumstances.

Section 4.09. Chair. The Treasurer shall be the Chair of the County Authority Board and the chief executive officer of the County Authority. The Chair may make all decisions as to policy and otherwise which may arise between meetings of the County Authority Board, and the officers and employees of the County Authority shall be under the supervision and control of the Chair during such interim.

Section 4.10. Compensation. Pursuant to Section 4(1)(h) of the Land Bank Act the members of the County Authority Board shall receive no compensation for the performance of their duties. A County Authority Board member may engage in private or public employment, or in a profession or business, except to the extent prohibited by law. The County Authority may, subject to available appropriations, reimburse members of the county Authority Board for actual and necessary expenses incurred in the discharge of their official duties as provided by the County Authority Board. Board members shall be bonded in an amount set by the County Authority Board at their first meeting. The amount of bond set shall be an amount that safeguards the integrity of the Authority's purpose.

Section 4.11. Executive Director. The County Authority Board may select and retain an Executive Director. An Executive Director selected and retained by the County Authority Board shall administer the County Authority in accordance with the operating budget adopted by the County Authority Board, general policy guidelines established by the County Authority Board, other applicable governmental procedures and policies, and this Agreement. The Executive Director shall be responsible for the day-to-day operations of the County Authority, the control, management, and oversight of the County Authority's functions and the supervision of all County Authority employees. All terms and conditions of the Executive Director's length of service shall be specified in a written contract between the Executive Director and the County Authority Board, provided that the Executive Director shall serve at the pleasure of the County Authority Board.

Section 4.12. Ethics. Within six (6) months of the first meeting of the County Authority Board the County Authority Board shall adopt ethics policies governing the conduct of the County Authority Board members, directors, officers, appointees, and employees as required under Section 4(9) of the Land Bank Act. The policies shall be no less stringent than those provided for public officers and employees under 1973 PA 196, MCL 15.341 to 15.348.

Section 4.13. Conflicts of Interest. Members of the County Authority Board and officers, directors, appointees, and employees of the County Authority shall be deemed to be public servants for the purposes of 1968 PA 317, MCL 15.321 to 15.330, as amended, and are subject to any other applicable law with respect to conflicts of interest. As required under Section 4(10) of the Land Bank Act, the County Authority shall establish policies and procedures requiring the disclosure of relationships that may give rise to a conflict of interest. The County Authority Board shall require that any member of the County Authority Board with a direct or indirect interest in any matter before the County Authority Board disclose the member's interest to the governing body before the board takes any action on the matter.

Section 4.14 Relationship to the County. The County Authority shall exercise its powers, duties, functions and responsibilities independently of the County Board. Subject to available appropriations, Bay County may provide the County Authority staff and other support, including but not limited to, legal, clerical, payroll, accounts payable, banking, investing, and cash management, and information technology services.

ARTICLE V
GENERAL POWERS OF COUNTY AUTHORITY

Section 5.01. General Powers Under Land Bank Act. The County Authority may exercise all of the powers, duties, functions, and responsibilities of an authority under the Land Bank Act, including, but not limited to, each of the following;

- (a) Adopt, amend, and repeal bylaws for the regulation of its affairs and the conduct of its business.
- (b) Sue and be sued in its own name and plead and be impleaded, including, but not limited to, defending the County Authority in an action to clear title to property conveyed by the County Authority.
- (c) Borrow money and issue bonds and notes according to the provisions of the Land Bank Act.
- (d) Enter into contracts and other instruments necessary, incidental, or convenient to the performance of its duties and the exercise of its powers, including, but not limited to, interlocal agreements under Act 7, for the joint exercise of powers under the Land Bank Act.
- (e) Solicit and accept gifts, grants, labor, loans, and other aid from any Person, or the federal government, the State, or political subdivision of the State, or any agency of the federal government, the State or a political subdivision of the State, or an intergovernmental entity created under the laws of the State or participate in any other way in a program of the federal government, the State, a political subdivision of the State, or an intergovernmental entity created under the laws of the State.
- (f) Procure insurance against loss in connection with the property, assets, or activities of the County Authority.
- (g) Invest money of the County Authority, at the discretion of the County Authority Board, in instruments, obligations, securities, or property determined proper by the County Authority Board and name and use depositories for County Authority money.
- (h) Employ legal and technical experts, other officers, agents, or employees, permanent or temporary, paid from the funds of the County Authority. The County Authority shall determine the qualifications, duties, and compensation of those it employs. The County Authority Board may delegate to 1 or more members, officers, agents, or employees any powers or duties it considers proper.
- (i) Contract for goods and services and engage personnel as necessary and engage the services of private consultants, managers, legal counsel, engineers,

accountants, and auditors for rendering professional financial assistance and advice payable out of any money of the County Authority.

- (j) Study, develop, and prepare the reports or plans the County Authority considers necessary to assist in the exercise of its powers under the Land Bank Act and to monitor and evaluate progress under the Land Bank Act.
- (k) Enter into contracts for the management of, the collection of rent from, or the sale of real property held by an authority.
- (l) Do all other things necessary or convenient to achieve the objectives and purposes of the County Authority under the Land Bank Act or other laws that relate to the purposes and responsibilities of the County Authority.

Section 5.02. Bonds or Notes. The County Authority shall not issue any type of bond in its own name except as authorized by the Land Bank Act. The County Authority shall not possess the power to in any way indebt a Party. Bonds or notes issued by the County Authority are the debt of the County Authority and not of the Parties. Bonds or notes issued by the County Authority are for an essential public and governmental purpose. Pursuant to Section 24(7) of the Land Bank Act, bonds or notes, together with the interest on the bonds or notes and income from the bonds or notes, are exempt from all taxes by the State or any political subdivision of the State.

Section 5.03. Casino Development Prohibited. Pursuant to Section 4(6) of the Land Bank Act, the County Authority shall not assist or expend any funds for, or related to, the development of a casino.

Section 5.04. Tax Limitation. Pursuant to Section 4(7) of the Land Bank Act, the County Authority shall not levy any type of tax or special assessment.

Section 5.05. Condemnation Prohibited. The County Authority is prohibited from exercising the power of eminent domain or condemning property under Section 4(8) of the Land Bank Act.

Section 5.06. Limitation on Political Activities. The County Authority shall not spend any public funds on political activities. Subject to the foregoing, this section is not intended to prohibit the County Authority from engaging in activities authorized by applicable law.

Section 5.07. No Waiver of Governmental Immunity. The Parties agree that no provision of the Agreement is intended, nor shall it be construed, as a waiver by any Party of any governmental immunity provided under any applicable law.

Section 5.08. Non-Discrimination. The County Authority shall comply with all applicable law prohibiting discrimination. The County Authority shall not fail or refuse to hire recruit, or promote; demote; discharge; or otherwise discriminate against an individual with respect to employment, compensation, or a term, condition, or privilege of employment because of religion, race, color, national origin, age, sex, sexual orientation, height, weight, marital status, partisan considerations, or a disability or genetic information that is unrelated to the individual's

ability to perform the duties of a particular job or position. The County Authority shall not limit, segregate, or classify an employee or applicant for employment in a way that deprives or tends to deprive the employee or applicant of an employment opportunity or otherwise adversely affects the status of an employee or applicant because of religion, race, color, national origin, age, sex, sexual orientation, height, weight, marital status, partisan considerations, or a disability or genetic information that is unrelated to the individual's ability to perform the duties of a particular job or position. The County Authority shall not provide services in a manner that discriminates against an individual with respect to employment, compensation, or a term, condition, or privilege of employment because of religion, race, color, national origin, age, sex, sexual orientation, height, weight, marital status, partisan considerations, or a disability or genetic information that is unrelated to the individual's ability to receive services from the County Authority.

ARTICLE VI
SPECIFIC POWERS OF THE COUNTY AUTHORITY

Section 6.01. Acquisition of Property. Except as otherwise provided in this Agreement or under the Land Bank Act, the County Authority may acquire by gift, devise, transfer, exchange, foreclosure, purchase, or otherwise, real or personal property, or rights or interests in real or personal property, on terms and conditions and in a manner the County Authority considers proper. Real property acquired by the County Authority by purchase may be by purchase contract, lease purchase agreement, installment sales contract, land contract, or otherwise. The County Authority may acquire real property or rights or interests in real property for any purpose the County Authority considers necessary to carry out the purposes of the Land Bank Act.

Section 6.02. Deed in Lieu of Foreclosure. The County Authority may accept from a Person with an interest in a tax delinquent property or Tax Reverted Property a deed conveying that Person's interest in the property in lieu of the foreclosure or sale of the property as provided under Section 6 of the Land Bank Act.

Section 6.03. Expedited Quiet Title and Foreclosure. The County Authority may initiate an expedited quiet title and foreclosure action to quiet title to interests in real property held by the County Authority as provided under Section 9 of the Land Bank Act.

Section 6.04. Execution of Legal Documents Relating to Property. All deeds, mortgages, contracts, leases, purchases, or other agreements regarding property of the County Authority, including agreements to acquire or dispose of real property, shall be approved by and executed in the name of the County Authority.

Section 6.05. Holding and Managing Property. The County Authority may hold and own in its name any property acquired by the County Authority or conveyed to the County Authority by the State, a Foreclosing Governmental Unit, a local unit of government, an intergovernmental entity created under the laws of the State, or any other public or private Person, including, but not limited to, Tax Reverted Property and property with or without clear title. The County Authority may, without the approval of a local unit of government in which property held by the County Authority is located, control, hold, manage, maintain, operate, repair, lease as lessor, secure, prevent the waste or deterioration of, demolish, and take all other actions necessary to preserve the value of the property it holds or owns. All real property held by the County Authority shall be inventoried and classified by the County Authority according to title status of the property and suitability for use. The County Authority may take or perform the following with respect to property held or owned by the County Authority:

- (a) Grant or acquire a license, easement, or option with respect to property as the County Authority determines is reasonably necessary to achieve the purposes of this Agreement and the Land Bank Act.
- (b) Fix, charge, and collect rents, fees, and charges for use of property under the control of the County Authority or for services provided by the County Authority.

- (c) Pay any tax or special assessment due on property acquired or owned by the County Authority.
- (d) Take any action, provide any notice, or institute any proceeding required to clear or quiet title to property held by the County Authority in order to establish ownership by and vest title to property in the County Authority, including, but not limited to, an expedited quiet title and foreclosure action under Section 9 of the Land Bank Act.
- (e) Remediate environmental contamination on any property held by the County Authority.

Section 6.06. Civil Action to Protect County Authority Property. The County Authority may institute a civil action to prevent, restrain, or enjoin the waste of or unlawful removal of any property from Tax Reverted Property or other real property held by the County Authority, as provided under Section 11 of the Land Bank Act.

Section 6.07. Environmental Contamination. If the County Authority has reason to believe that property held by the County Authority may be the site of environmental contamination, the County Authority shall provide the Michigan Department of Environmental Quality with any information in the possession of the County Authority that suggests that the property may be the site of environmental contamination, as required under Section 10 of the Land Bank Act. The County Authority shall cooperate with the Michigan Department of Environmental Quality with regard to any request made or action taken by the Department under Section 10 of the Land Bank Act.

Section 6.08. Transfer of Interest in Property by County Authority. Pursuant to Section 7 of the Land Bank Act, on terms and conditions, and in a manner and for an amount of consideration the County Authority considers proper, fair, and valuable, including for no monetary consideration, the County Authority may convey, sell, transfer, exchange, lease as lessor, or otherwise dispose of property or rights or interests in property in which the County Authority holds a legal interest to any public or private Person for value determined by the County Authority. Any transfer or other disposition of property or interests in property by the County Authority shall be in accordance with guidelines established by the County Authority Board.

Section 6.09. Disposition of Proceeds. Any proceeds from the sale or transfer of property by the County Authority shall be retained by the County Authority, or expended or transferred by the County Authority consistent with the provisions of the Land Bank Act and pursuant to a plan adopted by the County Authority Board.

Section 6.10. Collective Bargaining. The County Authority shall have the right to bargain collectively and enter into agreements with labor organizations. The County Authority shall fulfill its responsibilities as a public employer subject to 1947 PA 336, MCL 423.201 to 423.217 with respect to all its employees.

Section 6.11. Municipal Employee Retirement System. To the extent permitted under Michigan law, the County Authority Board may elect to become a participating municipality on behalf of County Authority employees but only pursuant to Section 2c(2) of the Municipal Employees Retirement Act of 1984, 1984 PA 427, MCL 38.1501 to 38.1558, as amended.

ARTICLE VII
BOOKS, RECORDS, AND FINANCES

Section 7.01. County Authority Records. The County Authority shall keep and maintain at the principal office of the County Authority, all documents and records of the County Authority. The records of the County Authority, which shall be available to the Parties, shall include, but not be limited to, a copy of this Agreement along with any amendments to the Agreement. The records and documents shall be maintained until the termination of this Agreement and shall be delivered to any successor entity or, if none, to the Treasurer or any successor agency of the Treasurer.

Section 7.02. Financial Statements and Reports. The County Authority shall cause to be prepared, at County Authority expense, audited financial statements (balance sheet, statement of revenue and expense, statement of cash flows, and changes in fund balance) on an annual basis. Such financial statements shall be prepared in accordance with generally accepted accounting principles and accompanied by a written opinion of an independent certified public accounting firm. A copy of the annual financial statement and report shall be filed with the Michigan Department of Treasury, or any successor agency, and shall be made available to each of the Parties.

Section 7.03. Audits. The County Authority shall provide for the conduct of audits in accordance with Sections 6 to 13 of the Budget Act, which shall be made available at the request of any Party. The County Authority Board may establish a dedicated audit committee of the County Authority Board for the purpose of overseeing the accounting and financial reporting processes of the County Authority and audits of its financial statements. The County Authority may establish specific duties and obligations of the audit committee and standards and qualifications for membership on the audit committee. The County Authority may require at least one member to be specifically knowledgeable about financial reports.

Section 7.04. Freedom of Information Act. The County Authority shall be subject to and comply with the FOIA.

Section 7.05. Uniform Budgeting and Accounting Act. The County Authority shall be subject to and comply with the Budget Act. The Executive Director or the Chair annually shall prepare and the County Authority Board shall approve a budget for the County Authority for each Fiscal Year. Each budget shall be approved by the January 1 immediately preceding the beginning of the Fiscal Year of the County Authority.

Section 7.06. Deposits and Investments. The County Authority shall deposit and invest funds of the County Authority, not otherwise employed in carrying out the purposes of the County Authority, in accordance with an investment policy established by the County Authority Board consistent with laws and regulations regarding investment of public funds.

Sections 7.07. Disbursements. Disbursements of funds shall be in accordance with guidelines established by the County Authority Board.

Section 7.08. Performance Objectives. Each Fiscal Year, the Executive Director or the Chair shall prepare objectives for the County Authority's performance for review and approval by the County Authority Board.

Section 7.09. Annual Reports. Not less than annually, the County Authority shall file with the Treasurer, the County Board, and with the State Authority a report detailing the activities of the County Authority, and any additional information as requested by the Treasurer, the County Board, or the State Authority.

ARTICLE VIII
DURATION OF AGREEMENT

Section 8.01. Duration. This Agreement and the County Authority shall commence on the Effective Date and shall continue in effect for an initial term of 5 years and after that until terminated by joint action of the Parties and the County Board or withdrawal by a Party under Section 8.02

Section 8.02. Withdrawal of Either Party. Either Party may withdraw from this Agreement after the initial term, upon six (6) months notice in writing to the County Authority as provided under Section 9.01. The Treasurer shall withdraw from this Agreement under this section if required to withdraw under the terms of a resolution adopted by the County Board with the concurrence of the County Executive.

Section 8.03. Disposition upon Termination. As soon as possible after termination of this Agreement, the County Authority shall finish its affairs as follows:

- (a) All of the County Authority's debts, liabilities, and obligations to its creditors and all expenses incurred in connection with the termination of the County Authority and distribution of its assets shall be paid first.
- (b) The remaining assets, if any, shall be distributed to any successor entity, subject to approval by the Parties. In the event that no successor entity exists, the remaining assets shall be distributed to Bay County or as otherwise agreed by the Parties.

ARTICLE IX
MISCELLANEOUS

Section 9.01. Notices. Any and all correspondence or notices required, permitted, or provided for under this Agreement to be delivered to any Party shall be sent to that Party by first class mail. All such written notices, including any notices of withdrawal under Article VIII, shall be sent to each other Party's signatory to this Agreement, or that signatory's successor. All correspondence shall be considered delivered to a Party as of the date that such notice is deposited with sufficient postage with the United States Postal Service. Any notice of withdrawal shall be sent via certified mail.

Section 9.02. Entire Agreement. This Agreement sets forth the entire agreement between the Parties and supersedes any and all prior agreements or understandings between them in any way related to the subject matter of this Agreement. It is further understood and agreed that the terms and conditions of this Agreement are contractual and are not a mere recital and that there are no other agreements, understandings, contracts, or representations between the Parties in any way related to the subject matter of this Agreement, except as expressly stated in this Agreement.

Section 9.03. Interpretation of Agreement. The Parties intend that this Agreement shall be construed liberally to effectuate the intent and purposes of this Agreement and the legislative intent and purposes of the Land Bank Act as complete and independent authorization for the performance of each and every act and thing authorized by this Agreement and the Land Bank Act. All powers granted to the County Authority under this Agreement and the Land Bank Act shall be broadly interpreted to effectuate the intent and purposes and not as a limitation of powers.

Section 9.04. Severability of Provisions. If any provision of this Agreement, or its application to any Person, Party, or circumstance, is invalid or unenforceable, the remainder of this Agreement and the application of the provision to other Persons, Party, or circumstances is not affected but will be enforced to the extent permitted by law.

Section 9.05. Governing Law. This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced, and governed under the laws of the State of Michigan without regard to the doctrines of conflict of laws. The language of all parts of this Agreement shall in all cases be construed as a whole according to its plain and fair meaning, and not construed strictly for or against any Party.

Section 9.06. Captions and Headings. The captions, headings, and titles in this Agreement are intended for the convenience of the reader and are not intended to have any substantive meaning and or to be interpreted as part of this Agreement

Section 9.07. Terminology. All terms and words used in this Agreement, regardless of the number or gender in which they are used, are deemed to include any other number and any other gender as the context may require.

Section 9.08. Cross-References. References in this Agreement to any Article include all sections, subsections, and paragraphs in the Article, unless specifically noted otherwise. References in this Agreement to any Section include all subsections and paragraphs in the Section.

Section 9.09. References to Public Acts and Statutes. All References to public acts and statutes in this Agreement shall be construed to mean the acts or statutes as amended.

Section 9.09. Jurisdiction and Venue. In the event of any disputes between the Parties over the meaning, interpretation, or implementation of the terms, covenants, or conditions of this Agreement, the matter under dispute, unless resolved between the Parties, shall be submitted to the courts of the State of Michigan. Subject to Sections 6419 and 6419a of the Revised Judicature Act of 1961, 1961 PA 236, MCL 600.6419 and 600.6419a, as amended, any and all claims against the State Authority must be brought and maintained in the Court of Claims in Ingham County notwithstanding Section 6421 of the Revised Judicature Act of 1961, MCL 600.6421, as amended.

Section 9.10. Amendment. This Agreement may be amended or an alternative form of this Agreement adopted only upon written agreement of all Parties.

Section 9.11. Effective Date. This Agreement shall become effective as of the Effective Date. This Agreement is executed by the authorized representatives of the Parties on the date(s) indicated below:

This Agreement is executed by the authorized representatives of the Parties on the date(s) indicated below:

**MICHIGAN LAND BANK FAST TRACK
AUTHORITY**, a Michigan public body corporate and
politic

By: _____
Official
**MICHIGAN LAND BANK FAST TRACK
AUTHORITY**

Date: _____

By: _____
Richard Brzezinski
TREASURER, BAY COUNTY

Date: _____

Pursuant to Section 23(4) of the Land Bank Fast Track Act this Agreement is concurred in by the Bay County Executive.

Thomas L. Hickner
BAY COUNTY EXECUTIVE

Date: _____

This Agreement has been approved by the County Board pursuant to Resolution No. _____ adopted _____ 2009.

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BAY COUNTY BOARD OF COMMISSIONERS

9/8/09

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (9/1/09)

WHEREAS, On August 11, 2009 the Bay County Board of Commissioners, via resolution no. 2009-144, approved formation of the Bay County Land Bank Authority; and

WHEREAS, An Intergovernmental Agreement between the Michigan Land Bank Fast Track Authority and the Treasurer of the County of Bay must be approved by the Bay County Board of Commissioners; and

WHEREAS, A proposed Intergovernmental Agreement, drafted by Peter Goodstein, Attorney at Law, who has had significant involvement in county land banks in the State of Michigan; and

WHEREAS, The Bay County Treasurer has approved the Intergovernmental Agreement and the Bay County Executive must concur; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Intergovernmental Agreement between the Michigan Land Bank Fast Track Authority and the Treasurer of the County of Bay subject to Corporation Counsel's review/approval, County Executive concurrence, and approval by the Michigan Attorney General and the Michigan Land Bank Fast Track Authority.

BRIAN K. ELDER, CHAIR
AND COMMITTEE

Treasurer - Land Bank Authority Intergovernmental Agt

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. Begick				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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**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

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

INFORMATION SYSTEMS
Robert Super, Director
superr@baycounty.net

RECREATION
Brent Goik, Recreation & Clubhouse Supervisor
goikb@baycounty.net

MEMORANDUM

DATE: August 26, 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
and Leonard Norman, Director, Central Dispatch LN

SUBJECT: Agreement with Motorola Corporation to contract for the 800 MHz/VHF radio tower on the roof of the Bay County Building.

Request: That the Ways & Means Committee recommend that the Board of Commissioners, at a special meeting on September 1, 2009 immediately following the Ways & Means Committee, authorize Bay County Central Dispatch to contract with the Motorola corporation for the County Building roof top 800 MHz/VHF radio tower, and authorize the Chairman of the Board of Commissioners to sign the agreement on behalf of Bay County, with approval as to form by Corporation Counsel; and authorize the Chairman of the Board of Commissioners to sign any other documents necessary to carry out the FY 2007 PSIC grant.

Background: As part of the FY 2007 Public Safety Interoperable Communications (PSIC) grant, Bay County will receive federal funds to construct a radio tower on the roof of the Bay County Building. This tower will be part of the statewide 800 MHz Michigan Public Safety Communication System. Current VHF radio antennae will be co-located on this tower.

The MPSCS is a proprietary system of the Motorola Corporation, who built the system several years ago under contract to the State of Michigan. They are the only vendor authorized by the State of Michigan at this time to construct MPSCS infrastructure. As such, they are a "sole source" for carrying out this work at the Bay County Building, as well as on a State of Michigan contract.

The FY 2007 PSIC grant, the grant agreement and budget were approved by the Bay County Board of Commissioners on August 12, 2008 by resolution no. 2008-153 (attached). We were not aware at that time of the need to contract with Motorola.

Economics: Bay County Central Dispatch is the fiduciary agent for the FY 2007 PSIC grant, as authorized by resolution no. 2008-153. The tower project budget, again as adopted in resolution no. 2008-153, is for 80% PSIC grant funds in the amount of \$960,00.00, and 20% local match from the Central Dispatch fund of \$240,000.00. While that has not changed, to the extent that the resolution was adopted last year, the funds may have lapsed on December 31, 2008. If so re-appropriation is in order.

Recommendation: We recommend that the Board of Commissioners adopt the following at the September 1, 2009 special board meeting immediately following Ways & Means.

1. Authorize a \$1.2 million tower project contract with Motorola Corporation for the County Building radio tower,
2. Re-appropriate the funds, if necessary. The grant of 80% from the FY2007 PSIC grant is \$960,000.00, with 20% match of \$240,000 to come from Fund Balance of the Central Dispatch Fund, and
3. Authorize the Chairman of the Board of Commissioners to sign the contract with Motorola for this radio tower project, subject to approval as to form by Corporation Counsel.
4. Authorize the Chairman of the Board of Commissioners to sign any documents necessary to carry out the FY 2007 PSIC grant.

If you have any questions, we will be in attendance at both the Ways & means Committee and special Board of Commissioners meeting on September 1, 2009.

Thank you.

MKG/ec

cc: Tom Hickner
Marty Fitzhugh
Jan Miner
John Miller

Bob Redmond
Amanda Brown
Frances Horgan
Rick Pabalis

Pat Bostick
John West
Tim London
John Sallustio

BAY COUNTY BOARD OF COMMISSIONERS
8/12/08
RESOLUTION

- BY: WAYS AND MEANS COMMITTEE (8/12/08)
- WHEREAS, The FY2007 Public Safety Interoperable Communications (PSIC) Grant is a regional grant; and
- WHEREAS, Bay County is included in Region 3, which equates to the Michigan State Police District 3. Region 3 consists of 14 counties and each county has elected a primary and an alternate to serve on the Region 3 Homeland Security Planning Board (R3HSPB); and
- WHEREAS, The R3HSPB has been tasked by the Michigan Emergency Management and Homeland Security Division (EMHSD) to unite public officials to address common problems. Major events, especially terrorism, will invariably have a regional impact and prevention, protection, response and recovery missions will require extensive regional collaboration. Successful regional approaches to communication allow regions to coordinate planning and protection, spread costs, and share risk, thereby increasing the return on investment; and
- WHEREAS, The R3HSPB has appointed a Communications Committee chaired by Tim London, Oscoda & Alcona Counties Emergency Management Coordinator. The goal of the committee and the PSIC grant is to improve interoperable communications within Region 3 and also with the state. This grant is effective when the documents are signed and ends June 30, 2010, but may be extended. The grant has 2 divisions: baseline projects and competitive projects. The submitted and approved projects are (the amount listed is the 80% reimbursable):
1. Baseline projects -- \$1,320,028
 - i. R3-01 Region 3 Public Safety Interoperable Communications Coordinator and Planner (CAP) for years 1 and 2 of the grant (\$150,000),
 - ii. R3-02 Gateway Interoperable Radios (\$270,000),
 - iii. R3-03 Region 3 EOC Communications Improvement (BDA)(\$12,000),
 - iv. R3-04 Tuscola County/Huron County CAD to CAD (\$92,822),
 - v. R3-05 Interoperable Radios for Region 3 (\$795,206).
 2. Competitive projects -- \$1,035,000
 - i. R3-06 Bay County Tower Request and 800 MHz Interoperability (\$960,000)
 - ii. R3-07 Region 3 Public Safety Interoperable Communications Coordinator and Planner (CAP) for the 3rd year of the grant (\$75,000).
- WHEREAS, One county in the region will act as the fiduciary agent for the projects nominated by the R3HSPB and approved by EMHSD. The fiduciary agent will be allowed to use the time spent administrating the bidding process, initiating P.O.s, doing the purchasing and processing the invoices for all Region 3 projects as a portion of their "soft match"; and
- WHEREAS, Bay County has performed this function for the FY2006 and the FY2007 grants. The difference being that the SHSP grants allocate 3% of the funds for reimbursement to the fiduciary versus the expense of the fiduciary agent being used as the soft match required by the grant. Bay County Central

**BAY COUNTY BOARD OF COMMISSIONERS
8/12/08
RESOLUTION**

Dispatch Director Leonard Norman will perform fiduciary duties using existing resources in his operating budget; and
WHEREAS, The allocation of PSIC funds this year is are as follows:

Region 3	Projects approved	20% Match (Hard/Soft)	80% Reim-bursable
CAP (years 1&2)1	187,500	37,500	150,000
Communication Gateways2	337,500	67,500	270,000
EOC - BDAs3	15,000	3,000	12,000
CAD to CAD Tuscola Co. - Huron Co.4	113,939	21,117	92,822
800 MHz radios5	994,008	198,802	795,206
Baseline Projects		1,647,947	
Bay - 800MHz tower6	1,200,000	240,000	960,000
CAP (year 3)7	93,750	18,750	75,000
Competitive Projects		1,293,750	
total		586,669	2,355,028
PSIC total		2,941,697	2,941,697

The CAP will be responsible for documenting the "soft match" for each project; Therefore, Be It.

- RESOLVED That the Bay County Board of Commissioners authorizes Bay County Central Dispatch to act as the fiduciary agent for Region 3; Be It Further OK
- RESOLVED That the Chairman of the Board of Commissioners is authorized to sign the grant contract, based on a review and approval as to form by Corporation Counsel; Be It Finally
- RESOLVED That all required budget adjustments for administering the funds of the grant be approved.

BRIAN K. ELDER, CHAIR
AND COMMITTEE

Homeland Security - PSIC Grant

MOVED BY COMM. Elder

SUPPORTED BY COMM. Tilley

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Richard L. Byrne	✓			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 9 NAYS 0 EXCUSED 0
VOICE: ✓ YEAS 9 NAYS 0 EXCUSED 0

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

-32-46-



BAY COUNTY

Emergency Services

(989) 895-4112 • Fax (989) 895-7658

515 Center Avenue, Suite 404
Bay City, MI 48708-5126

Thomas L. Hickner
County Executive

Michael Gray
Assistant County Executive of Administrative Services

Patricia A. Bostick
Region 3 Fiduciary

Memorandum

To: Bay County Commissioners – Ways and Means Committee
Mr. Brian K. Elder, Chairman

From: Michael K. Gray, Assistant County Executive of Administrative Services

Date: August 1, 2008

Re: FY 2007 Public Safety Interoperable Communications (PSIC) Grant
Agreement – Fiduciary Agent

Background:

The FY2007 Public Safety Interoperable Communications (PSIC) Grant is a regional grant. Bay County is included in Region 3, which equates to the Michigan State Police District 3. Region 3 consists of 14 counties, see attached, and each county has elected a primary and an alternate to serve on the Region 3 Homeland Security Planning Board (R3HSPB). The R3HSPB has been tasked by the Michigan Emergency Management and Homeland Security Division (EMHSD) to unite public officials to address common problems. Major events, especially terrorism, will invariably have a regional impact and prevention, protection, response and recovery missions will require extensive regional collaboration. Successful regional approaches to communication allow regions to coordinate planning and protection, spread costs, and share risk, thereby increasing the return on investment.

The R3HSPB has appointed a Communications Committee chaired by Tim London, Oscoda & Alcona Counties Emergency Management Coordinator. The goal of the committee and the PSIC grant is to improve interoperable communications within Region 3 and also with the state. This grant is effective when the documents are signed and ends June 30, 2010, but may be extended. The grant has 2 divisions: baseline projects and competitive projects. The submitted and approved projects are (the amount listed is the 80% reimbursable):

1. Baseline projects – \$1,320,028
 - i. R3-01 Region 3 Public Safety Interoperable Communications Coordinator and Planner (CAP) for years 1 and 2 of the grant (\$150,000),
 - ii. R3-02 Gateway Interoperable Radios (\$270,000),
 - iii. R3-03 Region 3 EOC Communications Improvement (BDA) (\$12,000),
 - iv. R3-04 Tuscola County/Huron County CAD to CAD (\$92,822),
 - v. R3-05 Interoperable Radios for Region 3 (\$795,206).

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-47-

2. Competitive projects -- \$1,035,000

- i. R3-08 Bay County Tower Request and 800 MHz Interoperability (\$960,000)
- ii. R3-07 Region 3 Public Safety Interoperable Communications Coordinator and Planner (CAP) for the 3rd year of the grant (\$75,000).

One county in the region will act as the fiduciary agent for the projects nominated by the R3HSPB and approved by EMHSD. The fiduciary agent will be allowed to use the time spent administrating the bidding process, inflating P.O.s, doing the purchasing and processing the invoices for all Region 3 projects as a portion of their "soft match".

Bay County has performed this function for the FY2006 and the FY2007 grants. The difference being that the SHSP grants allocate 3% of the funds for reimbursement to the fiduciary versus the expense of the fiduciary agent being used as the soft match required by the grant. Bay County Central Dispatch Director Leonard Norman will perform fiduciary duties using existing resources in his operating budget.

Economics:

The allocation of PSIC funds this year is as follows:

Region 3		Projects approved		20% Match (Hard/Soft)	80% Reimbursable
CAP (years 1&2)	1	187,500		37,500	150,000
Communication Gateways	2	337,500		67,500	270,000
EOC - BDAs	3	15,000		3,000	12,000
CAD to CAD Tuscola Co. - Huron Co.	4	113,939		21,117	92,822
800 MHz radios	5	994,008		198,802	795,206
Baseline Projects			1,647,947		
Bay - 800MHz tower	6	1,200,000		240,000	960,000
CAP (year 3)	7	93,750		18,750	75,000
Competitive Projects			1,293,750		
total				586,869	2,355,028
PSIC total			2,941,697		2,941,697

The CAP will be responsible for documenting the "soft match" for each project.

Recommendation:

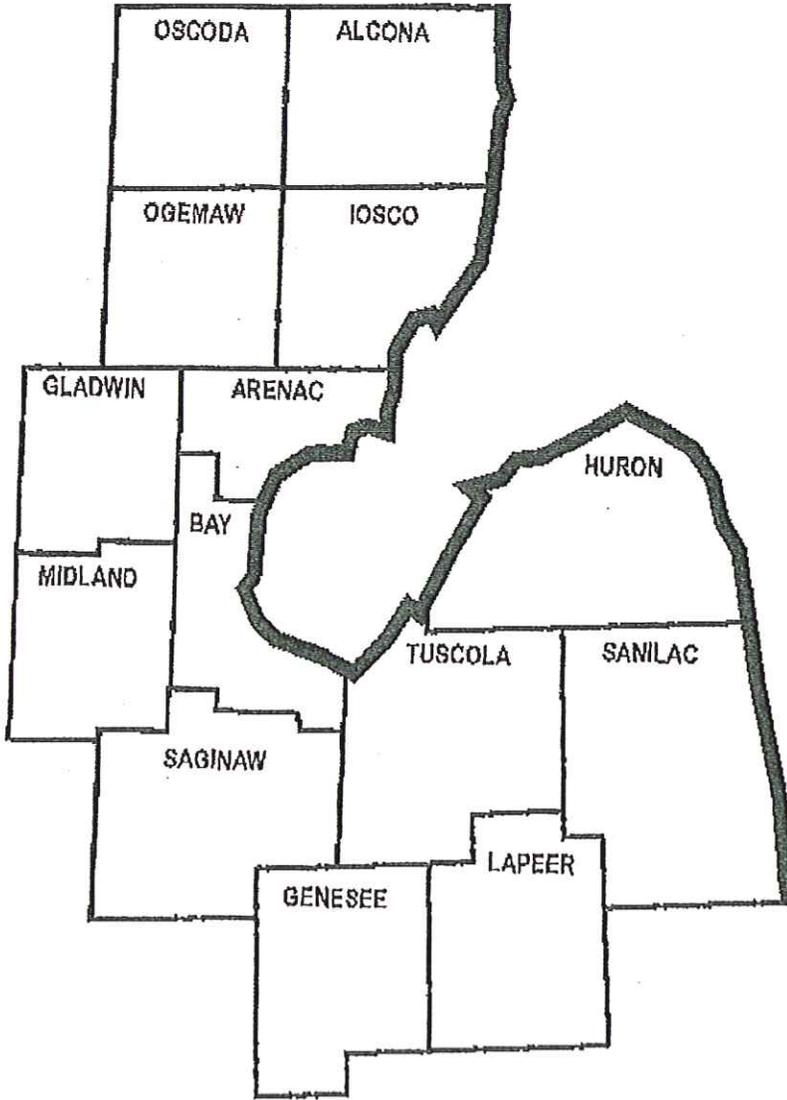
That the Bay County Board of Commissioners authorize Bay County Central Dispatch to act as the fiduciary agent for Region 3. That the Board of Commissioners Chairman be authorized to sign the grant contract, based on a review and approval as to form by Corporation Counsel, and that all required budget adjustments for administering the funds of the grant be approved.

cc: M. Gray, M. Regulski, M. Fitzhugh, L. Norman, A. Szymanski, J. West

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

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Region 3 -



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BAY COUNTY BOARD OF COMMISSIONERS

9/1/09

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (9/1/09)

WHEREAS, As part of the FY 2007 Public Safety Interoperable Communications (PSIC) grant, Bay County will receive federal funds to construct a radio tower on the roof of the Bay County Building which will be part of the statewide 800 MHz Michigan Public Safety Communication System; and

WHEREAS, The MPSCS is a proprietary system of the Motorola Corporation, who built the system several years ago under contract to the State of Michigan, and they are the only vendor (sole source vendor) authorized by the State of Michigan at this time to construct MPSCS infrastructure; and

WHEREAS, The FY 2007 PSIC grant, grant agreement and budget were approved by the Board of Commissioners 8/12/08 (res. no. 2008-153); Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the following:

1. Authorize a \$1.2 million tower project contract with Motorola Corporation for the County Building radio tower,
2. Re-appropriate the funds, if necessary. The grant of 80% from the FY2007 PSIC grant is \$960,000.00, with 20% match of \$240,000 to come from Fund Balance of the Central Dispatch Fund, and
3. Authorize the Chairman of the Board of Commissioners to sign the contract with Motorola for this radio tower project, subject to approval as to form by Corporation Counsel.
4. Authorize the Chairman of the Board of Commissioners to sign any documents necessary to carry out the FY 2007 PSIC grant.

BRIAN K. ELDER, CHAIR
AND COMMITTEE

Adm Services - Radio Tower on County Building

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 Krygier				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 _____

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**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
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<http://www.co.bay.mi.us/>



**Thomas L. Hickner
County Executive**

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

INFORMATION SYSTEMS
Robert Super, Director
superr@baycounty.net

RECREATION
Brent Goik, Recreation & Clubhouse Supervisor
goikb@baycounty.net

MEMORANDUM

DATE: August 26, 2009

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

FROM: *mbg* Michael K. Gray, Assistant County Executive for Recreation & Administrative Services
TR Tim Quinn, Director of Personnel and Employee Relations

SUBJECT: Proposed Consulting by Resilient-C for analysis and re-engineering of County business processes.

Request: Recommend to the Board of Commissioners the authorization for hiring Resilient-C for up to 350 hours at \$50.00 per hour for the specific scope in the attached proposal from Mike Ruhland.

Background: Resilient-C has been working on re-engineering County business processes to gain efficiency, cost-saving, and elimination of low value work. A status report is attached. Mr. Ruhland will be present at the Ways & Means Committee to answer questions about his previous work.

Also attached is a scope of services for up to 350 hours of consulting by Resilient -C for the specific tasks and deliverables outlined. This scope of services and hourly rate was worked out between Resilient-C, the Board of Commissioners and Ways & Means Chairs, Bob Redmond, and both of us on behalf of the administration. Amanda Brown assisted, and the County Executive is aware of and supports this proposal.

If approved, monthly status reports will be provided by Resilient-C to the Ways & Means Committee.

Briefly, the scope outlined by Mr. Ruhland includes three projects deemed of significant value to Bay County:

1. Conclusion of Tyler-Munis analysis and problem resolution, including issues involving the Finance Dept., Treasurer's Office, and implementation of Payroll and Benefits.
2. Analysis and recommendation of the best choice of two competing software vendors for a replacement of the in-house AS/400 system in the Health Dept. This will include meeting with staff who will utilize the new program in their daily work activities.
3. Conclusion of work in Homeland Security processes, including implementation of current Resilient-C recommendations on budget and accounting and further process improvement in procurement.

Note: The recommendation to draw Homeland Security grant funds in advance has been implemented cooperatively by Administrative Services and the Finance Dept. The first cash advance filed in early August was received this week in less than 30 days, in the amount of just over \$85,000.00

Economics: Resilient-C proposes to carry out the scope of services as described in this memo and the attached correspondence at a rate of \$50.00, not to exceed 350 hours, for a total of \$17,500.00.

At this time we do not have any funds budgeted for this work, although we are exploring several sources of existing funds. In consultation with Mr. Redmond, he has recommended that we put a budget transfer request in, to take \$17,500.00 from General Fund Balance and appropriate it in the Administrative Services budget, while continuing to explore other sources, so as not to delay beginning this work.

Sources of funds being explored include:

- The Information Systems Division budget for work which relates to information technology, e.g. Munis.
- Whether any of this is grant-eligible under the Homeland Security Program. We are seeking a written determination from the State of Michigan. However, it is doubtful if the program will pay for re-engineering our internal processes of accounting, procurement, etc.
- The Health Fund Fund Balance was considered but currently stands at a negative balance, per Finance Officer Amanda Brown.

The work is proposed to be agreed to using a purchase order rather than a formal contract, again in order to expedite the process. The scope of services in its entirety will be made a part of the purchase order.

Recommendation: We recommend that the Ways and Means Committee recommend the following:

1. Approve hiring Resilient-C for the attached, herein described scope of services for a fee not to exceed \$17,500.00 based on an hourly charge of \$50.00 per hour, not to exceed 350 total hours.

2. Monthly status reports to be provided for Ways and Means, supplied to the Assistant County Executive on the last Monday of each month.
3. Approve a budget transfer of \$17,500.00 from General Fund Fund Balance to the Administrative Services budget with the understanding that any offsetting funds identified subsequent to the agenda deadline will be brought forth by Administration in a future budget adjustment.

We will be at the Ways and Means Committee to address any questions you may have.

Thank you.

MKG/ec

cc: Tom Hickner
Marty Fitzhugh
Jan Miner
John Miller

Bob Redmond
Amanda Brown
Frances Horgan
Rick Pabalis

Pat Bostick
John West
Tim London
John Sallustio

Resilient-C - Project Proposal - August 25, 2009

Focused Activity	Area	Issues	Status	Opportunity / Benefit
Resolve MUNIS functionality issues. Evaluate / implement solution for Treasurer's Office.	Finance and Treasurer's Office	<ul style="list-style-type: none"> - Work-arounds required - Audit comments 	Continue implementation	<ul style="list-style-type: none"> - Prevent time inefficiencies for 114 MUNIS users plus Finance and Treasurer's Office Staffs - Reduce man-hours - Improve record integrity
Prevent new software launch problems. Assure user involvement in software selection.	Health Department	Identify and resolve problems prior to purchase and roll-out software	New	<ul style="list-style-type: none"> - Improve reporting - Improve systems
Improve Homeland Security processes - pre-funding, purchasing & tracking	Homeland Security / Finance	<ul style="list-style-type: none"> - Homeland Security transaction volumes expected to triple - Bay County cash flow impacted by delayed reimbursements - Delays in purchasing process 	Background investigation underway	<ul style="list-style-type: none"> - Improve Bay County cash flow - Improve tracking and reporting - Reduce risk of vendor discounts being lost due to purchasing process taking more than 30 days

Terms: Total project not to exceed 350 man hours at \$50 per man hour. Invoicing to occur following completion of milestone reviews.

Resilient-C - Summary of Process Improvements - August 25, 2009

Area	Focused Activity	Issues / Concerns	Action Item	Documents	Potential Impact	Status
Finance	Resolved MUNIS functionality issues	MUNIS not functioning properly. Results in overtime and work-arounds.	<ul style="list-style-type: none"> - Uncovered, documented and prioritized issues. - Tracked progress towards resolution on Open Issues Matrix. - Facilitated ongoing conference calls to address issues 	<ul style="list-style-type: none"> - Open Issues Matrix - Content for Board Meeting 	<ul style="list-style-type: none"> - Avg. overtime rate for Jan. through June 2009 = \$3,927 / mo. - Avg. OT rate for 2008 was \$2,084 / mo. 	50 of 69 issues resolved as of July 20, 2009
	Resolved issues with MUNIS application	MUNIS not applied as intended. Results in overtime and work-arounds.	<ul style="list-style-type: none"> - Uncovered and documented issues in Open Issues Matrix. 		<ul style="list-style-type: none"> - Avg. OT rate for 2007 = \$828 / mo. 	Issues identified
Payroll & Benefits	Documented MUNIS functionality issues for upcoming Payroll and Benefits conversion	Launch and go-live will be slowed by unforeseen issues	<ul style="list-style-type: none"> - Analyzed Purchasing Policy. - Compared existing Procurement Card Policy and Procedures. - Compared and contrasted Policy with other Counties and organizations. - Arranged for structuring of "Credit Card Undistributed" finance account. - Rewrote Procurement Card Policy, assuring compliance with Act 266. - Developed and wrote Administrative Procedures to support Policy. - Developed Excel-based Voucher. - Created new enrollment form. - Created new Cardholder Agreement Form - Eliminated non-value-added steps and forms. 	<ul style="list-style-type: none"> - FAST Diagram - Ways & Means presentation - New Policy - New Administrative Procedures - New Voucher Form - New Enrollment Form - New Agreement Form 	<ul style="list-style-type: none"> - Lost purchasing opportunities 	Adopted by Board on July 7, 2009. Purchasing Agent to implement in early September
	Revised Procurement Card policy	High dissatisfaction among Procurement Card Users. Missed opportunities.				
Finance / Courts	Provided input into Finance Policy	High dissatisfaction among Bay County Departments	<ul style="list-style-type: none"> - Investigated policy, practice, and State Standards. - Provided information to Finance Officer. 	<ul style="list-style-type: none"> - Work rules letter of May, 2009. 	<ul style="list-style-type: none"> - Reduce non-value added activity 	Complete
	Resolved MUNIS and Finance Policy concerns	High dissatisfaction. Lack of understanding between departments.	<ul style="list-style-type: none"> - Analyzed and documented AS400 vs. MUNIS processes. - Developed recommendations for improvements. - Analyzed Homeland Security processes. - Developed tracking spreadsheet with pull-down options. - Developed tracking and finance approaches to expedite reconciliation. - Worked with State to improve reimbursement tracking. 	<ul style="list-style-type: none"> - FAST Diagram - Open Issues Matrix 	<ul style="list-style-type: none"> - Reduce non-value added activity 	Underway
Homeland Security	Streamlined Homeland Security Reconciliation Process	Negative impact to cash flow. Difficult to track and reconcile.		<ul style="list-style-type: none"> - Tracking spreadsheet - Account coding standard 	<ul style="list-style-type: none"> - Awaited reimbursements for as much as \$600,000. Money not available for investment. 	<ul style="list-style-type: none"> - Phase 1 implemented. Reimbursements are current. - Phase 2 proposed.

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BAY COUNTY BOARD OF COMMISSIONERS

9/8/09

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (9/1/09)

WHEREAS, Resilient-C has been working on re-engineering County business processes to gain efficiency, cost-saving, and elimination of low value work; and

WHEREAS, Resilient-C has provided a scope of services for up to 350 hours of consulting by Resilient -C for the specific tasks and deliverables outlined. This scope of services and hourly rate was worked out between Resilient-C, the Board of Commissioners and Ways & Means Chairs, Bob Redmond, and both of us on behalf of the administration. Amanda Brown assisted, and the County Executive is aware of and supports this proposal; and

WHEREAS, The scope of services include:

1. Conclusion of Tyler-Munis analysis and problem resolution, including issues involving the Finance Dept., Treasurer's Office, and implementation of Payroll and Benefits.
2. Analysis and recommendation of the best choice of two competing software vendors for a replacement of the in-house AS/400 system in the Health Dept. This will include meeting with staff who will utilize the new program in their daily work activities.
3. Conclusion of work in Homeland Security processes, including implementation of current Resilient-C recommendations on budget and accounting and further process improvement in procurement.

WHEREAS, Resilient-C proposes to carry out the scope of services at a rate of \$50.00 per consultant per hour, not to exceed 350 hours, for a total of \$17,500.00 and monthly status reports will be provided by Resilient-C to the Ways & Means Committee; and

WHEREAS, At this time funds are not budgeted for this work, but funding options are being explored and it is recommended that a budget transfer request in be submitted taking \$17,500.00 from General Fund Balance and appropriating to the Administrative Services budget, while continuing to explore other sources, so as not to delay beginning this work; and

WHEREAS, The work is proposed to be agreed to using a purchase order rather than a formal contract, again in order to expedite the process and the scope of services in its entirety will be made a part of the purchase order; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners:

1. Approves hiring Resilient-C for the herein described scope of services for a fee not to exceed \$17,500.00 based on an hourly charge of \$50.00 per hour per consultant, not to exceed 350 total hours.
2. Monthly status reports to be provided for Ways and Means, supplied to the Assistant County Executive on the last Monday of each month.
3. Approves a budget transfer of \$17,500.00 from General Fund Fund Balance to the Administrative Services budget with the understanding that any offsetting funds identified subsequent to the agenda deadline will be brought forth by Administration in a future budget adjustment.

BRIAN K. ELDER, CHAIR
AND COMMITTEE

Administrative Services - Resilient-C

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 Krygier				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 _____



Thomas L. Hickner
Bay County Executive



BAY COUNTY Health Department

Creating A Healthy Environment For The Community

Barbara MacGregor, RN, BSN
Health Director

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

MEMO

TO: Brian Elder, Chairperson, Ways and Means Committee

FROM: Melissa Maillette, Emergency Preparedness & Management Division Manager/EPC

DATE: August 26, 2009

CC: Barbara MacGregor, Tom Hickner, Michael Gray, Marty Fitzhugh, Tim Quinn, Amanda Brown, Kim Priessnitz

RE: Memorandums of Understanding/Letters of Agreement for H1N1 Vaccinations

BACKGROUND

As a result of the outbreak of H1N1/Swine Influenza infections earlier this year, and anticipated infections this fall and winter influenza season, the Centers for Disease Control and Infection (CDC) has issued grant funding and guidance to local health departments to vaccinate persons against H1N1. Specifically, the CDC's Advisory Committee on Immunization Practices (ACIP) has made recommendations regarding the administration of the vaccine to persons in particular target groups. Therefore, with the task of administering a large number of vaccines in a limited amount of time to a specific group of people, the Health Department is going to require assistance. This assistance will include partnering with healthcare providers and pharmacies to vaccinate the target group individuals. Therefore, Memorandums of Understanding/Letters of Agreement will need to be approved and signed with each partnering provider.

FINANCIAL CONSIDERATIONS

At this time there are no financial considerations. The Health Department has been informed by the Michigan Department of Community Health (MDCH) that implementation funds will be granted in the 2009-2010 CPBC Agreement.

RECOMMENDATION

Upon favorable review by Corporation Counsel, the Health Department seeks Board approval to pursue the necessary Memorandums of Understanding/Letters of Agreement with partnering providers to assist in the administration of the H1N1 vaccine, and any budget adjustments related to these agreements.

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BAY COUNTY BOARD OF COMMISSIONERS

9/1/09

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (9/1/09)

WHEREAS, As a result of the outbreak of H1N1/Swine Influenza infections earlier this year, and anticipated infections this fall and winter influenza season, the Centers for Disease Control and Infection (CDC) has issued grant funding and guidance to local health departments to vaccinate persons against H1N1. Specifically, the CDC's Advisory Committee on Immunization Practices (ACIP) has made recommendations regarding the administration of the vaccine to persons in particular target groups; and

WHEREAS, With the task of administering a large number of vaccines in a limited amount of time to a specific group of people, the Health Department is going to require assistance which will include partnering with healthcare providers and pharmacies to vaccinate the target group individuals and, as a result, Memorandums of Understanding/Letters of Agreement will need to be approved and signed with each partnering provider; and

WHEREAS, At this time there are no financial considerations and the Health Department has been informed by the Michigan Department of Community Health (MDCH) that implementation funds will be granted in the 2009-2010 CPBC Agreement; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the necessary Memoranda of Understanding/Letters of Agreement with partnering providers to assist in the administration of the H1N1 vaccine and the Chairman of the Board is authorized to execute said documents on behalf of Bay County following legal review/approval; Be It Further

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

BRIAN K. ELDER, CHAIR
AND COMMITTEE

Health Dept - H1N1 Memoranda of Understanding&Letters of Agreement

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 Krygier				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 _____

BAY COUNTY DEPARTMENT OF ENVIRONMENTAL AFFAIRS & COMMUNITY DEVELOPMENT

515 Center Avenue, Suite 501
Bay City, Michigan 48708

Phone (989) 895-4135
Fax (989) 895-4068
TDD (989) 895-4049
<http://www.co.bay.mi.us/>



LAURA OGAR, DIRECTOR
ogarl@baycounty.net
Animal Control
Geographic Information Systems
Gypsy Moth Suppression Program
Housing Rehabilitation
Mosquito Control
Transportation Planning

TOM HICKNER
County Executive

MEMORANDUM

DATE: August 26, 2009

TO: Brian Elder, Chair
Ways & Means Committee

FROM:  Laura Ogari, Director
Environmental Affairs & Community Development

RE: **Request Authorization to Increase by (\$7,000) the Funding level for Preparation of Grant Application to the Department of Energy Efficiency Conservation Block Grant Program (EECDBG).**

Background:

The Board of Commissioners recently authorized Bay County's participation in a regional application (Saginaw, Bay, Midland) for the Department of Energy's (DoE) Energy Efficiency Conservation Block Grant program. Like most federal stimulus dollars right now, the actual grant eligibility criteria is in a state of 'being finalized' and details have been slow in being released to the public, yet it is understood that only a relatively short time frame will be provided for communities to respond with proposals. Therefore it is important for communities that wish to participate have their applications prepared as soon as possible, as the federal Notice of Funding availability is expected at the end of August (w/in the next two weeks).

We have learned since our previous authorization request that a single application from each county will actually increase our eligibility for a significantly larger amount of the available federal grant funding. I have attached background information and the distribution formula sheet from the state which shows that Saginaw, Bay, Midland applying together would be eligible for \$650,000 to be split three ways, whereas Bay County applying separately (with Bay City) would be eligible for \$540,000. However the cost of preparing the application goes up somewhat - from the \$1,000 previously authorized to a total of \$8,000. Therefore this request is for an additional \$7,000 to pay for professional contractual services to prepare a grant application for a Community Energy Efficiency Strategy. The City of Bay City has expressed interest in participating with Bay County as part of the 'single applicant'.

Finance & Economics:

Request authorization to up to an additional \$7,000 from the Bay County EDC budget reserve fund for this project for a total of \$8,000. It is unknown at this point if local match will be a requirement of the federal grant, however if anything other than in-kind match is required, the application will not be submitted until a separate request is made to the Board for their consideration, identifying any cash match requirement.

Recommendation:

Authorize up to \$7,000 additional funds towards the preparation of a grant application for the Department of Energy Efficiency Conservation Block Grant Program from the Bay County EDC reserve fund. The authorization to include contractual services for the above purpose with any budget adjustments and/or associated documentation to carry out this request and authorize the Board Chair signature after favorable review of Corporation Council.

cc: Pat Beson, Tom Hickner, Mike Gray, Marty Fitzhugh, Deanne Berger, Charlie Brunner, Dana Muscott

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Weatherization and Intergovernmental Program



Energy Efficiency and Conservation Block Grant Program

The U.S. Department of Energy's (DOE) Energy Efficiency and Conservation Block Grant (EECBG) program represents a Presidential priority to invest in the cheapest, cleanest and most reliable energy technologies we have – energy efficiency and conservation – which can be deployed immediately. Through formula and competitive grants to U.S. cities, counties, states, territories, and Indian tribes, the program empowers local communities to make strategic investments to meet the nation's long-term goals for energy independence and leadership on climate change.

Purpose

The EECBG program assists state, local, and tribal governments in implementing strategies to:

- Reduce fossil fuel emissions;
- Reduce total energy use; and
- Improve energy efficiency in the transportation, building, and other appropriate sectors.

Additional purposes of the EECBG program are to spur economic growth and create and/or retain jobs under the American Recovery and Reinvestment Act of 2009.

"These investments will save taxpayer dollars and create jobs in communities around the country," said Vice President Biden. "Local leaders will have the flexibility in how they put these resources to work – but we will hold them accountable for making the investments quickly and wisely to spur the local economy and cut energy use." – Vice President Biden

Funding and Eligibility

Over 2,300 state, local, and tribal governments are eligible for direct formula grants from DOE. Competitive grants are also available under the program. Governments ineligible for direct formula grants from DOE are still eligible for competitive funds from DOE, and funds from their State Energy Office. To find contact information for your State Energy Office, visit the National Association of State Energy Officials at www.nasco.org.

Reporting and Accountability

The President has made it clear that every taxpayer dollar spent on our economic recovery must be subject to unprecedented levels of transparency and accountability. Recovery Act funds must be used for authorized purposes, and every step must be taken to prevent instances of fraud, waste, error, and abuse. Recovery Act programs must meet specific goals and targets, and contribute to improved performance on broad economic indicators. For EECBG program funds, grantees are required to report regularly to DOE on:

- Jobs created and/or retained
- Energy savings
- Renewable energy capacity installed
- Greenhouse gas emissions reduced
- Funds leveraged



About the Recovery Act

The American Recovery and Reinvestment Act of 2009 includes \$16.8 billion for the Office of Energy Efficiency and Renewable Energy's (EERE) programs and initiatives. The Recovery Act was signed into law by President Obama on February 17th, 2009. It is an unprecedented effort to jumpstart our economy, create or save millions of jobs, and put a down payment on addressing long-neglected challenges so our country can thrive in the 21st century. The Recovery Act is an extraordinary response to a crisis unlike any since the Great Depression, and includes measures to modernize our nation's infrastructure, enhance energy independence, expand educational opportunities, preserve and improve affordable health care, provide tax relief, and protect those in greatest need.

For more information, visit www.eere.energy.gov/recovery



U.S. DEPARTMENT OF
ENERGY

Energy Efficiency &
Renewable Energy

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Weatherization and Intergovernmental Program

Program Allocations

U.S. DOE	\$3.2 billion
Competitive Grants	Up to \$456 Million
Formula Grants*	Up to \$2.744 Billion
Cities and Counties	
<ul style="list-style-type: none">• Cities with a population of 35,000 or more• Counties with a population of 200,000 or more• The top ten highest populated cities and counties in each state, regardless of population -	
Indian Tribes	
All Federally recognized Indian tribes and any Alaska Native village or regional or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act	
States	
All states, the District of Columbia, and the U.S. Territories of American Samoa, Guam, Northern Mariana Islands, Puerto Rico, and the U.S. Virgin Islands	
Cities and Counties	
Each state must subgrant at least 60% of its funding share to cities and counties ineligible for direct formula grants from DOE	
<small>*Includes training and technical assistance</small>	

Eligible Activities

Grants can be used for energy efficiency and conservation programs and projects community wide, and renewable energy installations in or on government buildings. Activities eligible for use of funds include:

- Development of an energy efficiency and conservation strategy
- Building energy audits and retrofits, including weatherization
- Financial incentive programs for energy efficiency such as energy savings performance contracting, on-bill financing, and revolving loan funds
- Transportation programs to conserve energy
- Building code development, implementation, and inspections
- Installation of distributed energy technologies including combined heat and power and district heating and cooling systems
- Material conservation programs including source reduction, recycling, and recycled content procurement programs
- Reduction and capture of greenhouse gas emissions generated by landfills or similar waste-related sources
- Installation of energy efficient traffic signals and street lighting
- Installation of renewable energy technologies in or on government buildings
- Any other appropriate activity that meets the purposes of the program and is approved by DOE

For More Information

DOE provides grantees with tools, resources and assistance needed to meet our shared goals as well as the objectives of the Recovery Act. Learn more about the program activities by visiting the following resources:

Energy Efficiency and Conservation and Block Grant Program
www.eecbg.energy.gov

DOE's Weatherization and Intergovernmental Program
www.eere.energy.gov/wip/

Contact

EERE Information Center

Submit questions online
<http://www.eere.energy.gov/informationcenter/>

Contact via toll-free phone
1-877-EERE-INF (1-877-337-3463)

Operating hours are Monday-Friday
9 AM to 7 PM Eastern Time



U.S. DEPARTMENT OF
ENERGY

Energy Efficiency &
Renewable Energy

Prepared by NREL, a national laboratory of the U.S. Department of Energy, Office of Energy Efficiency and Renewable Energy, operated by the Alliance for Sustainable Energy, LLC.

DOE/GO-102009-2853 • May 2009

Printed with a renewable-source ink on paper containing at least 50% wastepaper, including 10% post consumer waste.

Michigan EECBG Plan for Distributing Funds to Non-Entitlement Communities¹

Single Applicant Grant for Incorporated City or Township

Population Range	Grant Award
0 – 5,000	Minimum & Maximum of \$50,000
5,001 – 9,500	Up to \$70,000
9,501 – 14,000	Up to \$85,000
14,001 – 19,000	Up to \$100,000
19,001 – 24,000	Up to \$115,000
24,001 – 30,000	Up to \$130,000
30,001 – 34,999	Up to \$140,000

Single Applicant Grant for County²

Population Range	Grant Award
5,001 – 10,000	Minimum \$50,000 up to \$75,000
10,001 – 25,000	Up to \$120,000
25,001 – 45,000	Up to \$175,000
45,001 – 70,000	Up to \$275,000
70,001 – 100,000	Up to \$400,000
100,001 – 135,000	Up to \$540,000
135,001 – 163,000	Up to \$650,000

Multi-Jurisdictional Applicant Grant³

Population Range	Grant Award
0 – 5,000	Minimum & Maximum of \$50,000
5,001 – 9,500	Up to \$70,000
9,501 – 14,000	Up to \$85,000
14,001 – 19,000	Up to \$100,000
19,001 – 24,000	Up to \$115,000
24,001 – 30,000	Up to \$130,000
30,001 – 36,000	Up to \$145,000
36,001 – 43,000	Up to \$172,000
43,001 – 50,000	Up to \$200,000
50,001 – 58,000	Up to \$232,000
58,001 – 66,000	Up to \$264,000
66,001 – 74,000	Up to \$296,000
74,001 – 83,000	Up to \$332,000
83,001 – 92,000	Up to \$368,000
92,001 – 100,000	Up to \$400,000
100,000 – 135,000	Up to \$540,000
135,001 – 163,000	Up to \$650,000

¹ Based on U.S. Census Estimated Population of MI Cities & Townships by County, 2000-2007. Numbers are estimates for BES planning purposes and may be modified after the final state plan is submitted to U.S. DOE for approval. If approved, this guide will assist communities with sizing their projects to population to be served.

² Entitlement city, township and tribal populations will be deducted from non-entitlement county population

³ Eligible multi-jurisdictional applicants must be a non-entitlement city, township or county on behalf of two or more eligible cities, townships or counties that could apply for a single jurisdiction grant but that benefit more from collaboration. 6/10/09

BAY COUNTY BOARD OF COMMISSIONERS

9/1/09

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (9/1/09)
WHEREAS, The Bay County Board of Commissioners recently authorized Bay County's participation in a regional application for the Department of Energy's Energy Efficiency Conservation Block Grant program; and
WHEREAS, All details have not been resolved, however, a relatively short time frame will be provided for communities to respond with proposals and it is important for communities that wish to participate to have their applications prepared as soon as possible; and
WHEREAS, A single application from each County will increase eligibility for a significantly larger amount of the available federal grant funding; and
WHEREAS, \$1,000 was previously approved from the Bay County EDC budget reserve, however, an additional \$7,000 is required for professional contractual services to prepare this important grant application for a Community Energy Efficiency Strategy; and
WHEREAS, The City of Bay City has expressed interest in participating with Bay County as part of the "single applicant; Therefore, Be It
RESOLVED That the Bay County Board of Commissioners authorizes up to \$7,000 additional funding towards the preparation of a grant application for the Department of Energy Efficiency Conservation Block Grant Program for the Bay County EDC Reserve Fund; Be It Further
RESOLVED That the Chairman of the Board is authorized to execute any contractual documents required for the grant application process following legal review/approval; Be It Finally
RESOLVED That budget adjustments required are approved.

BRIAN K. ELDER, CHAIR
AND COMMITTEE

Environmental Affairs - Addl Funding for EECDBG Grant Application

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

Table with 12 columns: COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E. Rows include Michael J. Duranczyk, Dawn A. Klida, Brian K. Elder, Patrick H. Beson, Ernie Krygier, 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 ___

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**BAY COUNTY
PERSONNEL DEPARTMENT**

Thomas L. Hickner
County Executive

Tim Quinn
Personnel Director
quinnt@baycounty.net

August 14, 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 630, Organizational Finance ~ 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,

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 8.11.09.wpd

65-

PRE-CLASS APPROVAL FORM: TUITION REIMBURSEMENT

Applicant's Name: KEVIN NICKEL Department: SHERIFF Bargaining Unit: Supervisory
 School: SAGINAW VALLEY STATE UNIVERSITY Are you on a degree program? YES NO NO Program: ADMINISTRATIVE MASTERS DEGREE
SCIENCE

Course Number	Credit Hours	Tuition Per Hour	Fees	Books	Beginning Date	Ending Date	Class Title
1. MAS-630	3	\$ 391.90	\$ 14.69	\$ 55.65	8-31-09	12-19-09	ORGANIZATIONAL FINANCE
2.		\$	\$	\$			
Totals	3	\$ 1175.70 +	\$ 43.80 +	\$ 55.65 =	Total		
					\$ 1275.15		

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 & SUPERVISORY POSITIONS. THIS PROGRAM IS ALSO DESIGNED FOR CRIMINAL JUSTICE STUDENTS SEEKING AN ADVANCED DEGREE.
Course Number Approved All Other Units

Applicant's Signature: [Signature] Date: 8-11-09
 Sheriff's Signature: [Signature] Date: 8-11-09

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

1661

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!

RECEIVED

MAS 630 - Organizational Finance

 [Print this Page](#)

An overview of financial management for public sector and non-profit agencies, focusing on the budgeting process as an instrument of organizational policies and practices. Budget formulation, basic accounting, public reporting/disclosure obligations, overviews of relevant computer information systems, debt and risk management, auditing processes, grant writing, and leadership strategies for the financial dimension of program development are covered.

Credits: 3

[Close Window](#)  [Print this Page](#)

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SVSU

[Print Receipt](#) [Close Window](#)

Receipt Number: 46481
Customer: NICKEL, KEVIN
Web Transactions
07/29/2009

Description	Amount
Fall 2009 Semester Balance	\$1,219.50
Total	\$1,219.50

Payments Received	Amount
ACH Payments	\$1,219.50
Checking Account XXXXXX3670	
Routing # 272476844 FINANCIAL EDGE COMMUNITY CU, BAY CITY, MI	
Total	\$1,219.50

Thank you for your payment.

RECEIVED

AUG 11 2009

PERSONNEL DEPARTMENT

SVSU Bookstore

3498 CASH-1 7694 0001 001

978193311606 NEW		52.50
RUBIN/POLITICS OF	MDS 1	52.50
	SUBTOTAL	3.15
6% SALES TAX		55.65
	TOTAL	

ACCOUNT NUMBER	XXXXXXXXXXXX9625
Visa/Mastercard	55.65
Expiration Date	XX/XX
Authorization	02432B

fall textbook rtns until 9/4 w/receipt

8/06/09 12:52 PH

-68-



**BAY COUNTY
PERSONNEL DEPARTMENT**

Thomas L. Hickner
County Executive

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

August 14, 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 301) Intermediate Accounting.

- 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.8.09.wpd

PRE-CLASS APPROVAL FORM: TUITION REIMBURSEMENT

Applicant's Name: Jill McKeon Bargaining Unit: U.S.W.A. #15157
 Department: 253 - TREASURERS OFFICE
 School: DAVENPORT UNIVERSITY Program: 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. 10089	1	\$ 425.00	\$ 125.00	\$ 222.00	8/29/09	12/29/09	Intermediate Acct.
2. ACCT301		\$	\$	\$			
Totals		\$ + 1700.00	\$ + 125.00	\$ 222.00	Total		
							\$ 2047.00

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

CFO's and Deputies: _____ Course Number Approved: _____
 Applicant's Signature: Jill McKeon Date: 8/01/09
 Sheriff's Signature: Robert F. Blythe Date: 8/10/09
 Ways and Means Chairperson's Signature: _____ Date: _____
 or Designee's Signature: _____ Date: _____
 Human Resource Director's Signature: _____ Date: _____
 or County Executive's Signature: _____

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!

RECEIVED

White: Personnel
 Yellow: Ways and Means
 Pink: Department Head
 AUG 10 2009
 PERSONNEL DEPARTMENT 6/95



Davenport University
 www.davenport.edu
 (800) 632-9569
 415 E. Fulton St.
 Grand Rapids, MI 49503

Student ID: 518272368
Due Date: 21-AUG-2009
Statement Date: 06-JUL-2009
Student Name: Mrs. Jill M. McKeon
Term: 201010

Student Schedule/Bill

CRN	SUBJ	CRSE	CMP	COURSE TITLE	CREDS	DAYS	START/STOP	BUILD	ROOM
10089	ACCT	301	119	Intermediate Ac	4.00	R	0530-0925pm	SAACA	111
Course Credits:					4.00				

CHARGES		CREDITS/ANTICIPATED CREDITS	
Registration Fee - Midland	100.00		
Technology Fee - Midland	25.00		
Tuition - Saginaw	1,700.00		
Total Charges:	\$1,825.00	Total Credits/Anticipated Credits:	\$0.00

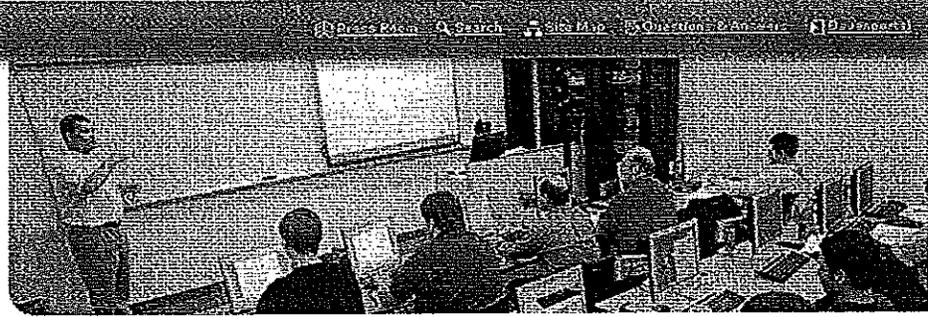
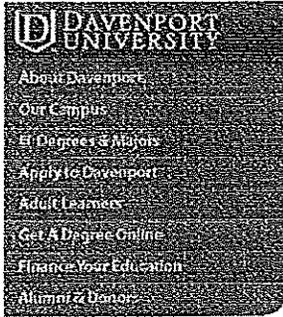
Fall Term Charges Due Friday August 21, 2009

Note: The balance due may include ESTIMATED FINANCIAL AID and if for any reason aid is not approved, you will be responsible for the resulting charges on your Davenport student account.

Please note: If you are anticipating student loan disbursements, there is an origination/guarantee fee of 1 to 2 percent not included and may result in an outstanding balance due on your Davenport student account after the loan funds have been disbursed.

Previous Balance:	\$0.00
Current Term Balance:	\$1,825.00
Amount Due:	\$1,825.00
Future Balance:	\$0.00

If payment is not received by the posted due date for the semester, your class will be dropped.



Sharing

[All Degrees \(Alphabetical\)](#)

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Business

- [Graduate Degrees](#)
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- [Associate Degrees](#)
- [Diplomas & Certificates](#)
- [Post-Graduate Certificates](#)
- [Certified Manager Prep](#)

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- [Bachelor's Degrees](#)
- [Associate Degrees](#)
- [Diplomas](#)
- [Division of Nursing](#)

Technology

- [Graduate Degree \(MS\)](#)
- [Bachelor's Degrees](#)
- [Associate Degrees](#)
- [Post-Graduate Certificate](#)

Donald W. Maine School of Business

U.S. Department of Labor projections through 2012 show that of the top five industries with the fastest growing employment rate and wage growth, three are in business-related fields.

With more than 30 business majors here at Davenport University, we prepare you for these in-demand jobs by providing the practical, real-world skills you need to compete. Our degrees range from diploma programs to an MBA in disciplines such as accounting, business administration, management, marketing and finance. Graduates of the Donald W. Maine School of Business are prepared for any number of rewarding positions in business, government, industry, health care, service, education, and non-profit community agencies.



[Back To Programs](#) > [Back To Classes](#)

ACCT301

Intermediate Accounting I

This course reviews the fundamental accounting process studied in ACCT202 and continues with a more comprehensive study of the major categories of the balance sheet and statement of cash flow and income statements. Students will also be introduced to applicable APB and FASB pronouncements and related topics.

Note: A grade of C or better is required to take the next course in the sequence.

Prerequisite(s): ACCT202

TO: Ways and Means Committee
FROM: Rebecca Carlson Reimann
SUBJ: Extension of agreement for A & D Home Health Care for MI Choice Waiver
DATE: August 26, 2009

Background:

A & D Home Health Care is one of the two organizations certified to act as the MI Choice Waiver agent for aged and disabled in the mid-Michigan area. The Bay County Division on Aging has had an agreement with the A & D Waiver Program for several years, and we primarily receive reimbursement for home delivered meals provided to their clients in Bay County. A & D Home Health Care, Inc. recently sent paperwork to extend the current agreement for the fiscal year that runs October 1, 2009 through September 30, 2010. However, this paperwork was not received in time to place on the Human Services August agenda.

Financial Implications:

Division on Aging wishes to maintain a working relationship with A & D Home Health Care and continue to receive funding for services provided to this agency's MI Choice Waiver clients.

Recommendation:

It is recommended that the Board Chair be authorized to sign documents related to an extension of the current A & D Home Health Care agreement, subject to review and approval by Corporation Counsel. All budget adjustments related to this action are approved.

Encl.

cc: Marty Fitzhugh
Barb MacGregor
Tom Hickner

c:doagingwmA&Dcontractfy2009-2010

BAY COUNTY BOARD OF COMMISSIONERS

9/8/09

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (9/1/09)

WHEREAS, The Bay County Division on Aging has had an agreement with A & D Home Health Care Waiver Program for purchase of home delivered meals and other services; and

WHEREAS, The Bay County Division on Aging wishes to continue a relationship with A & D Home Health Care to provide services to the clients of A & D Home Health Care's MI Choice Waiver Program; and

WHEREAS, A & D Home Health Care provides reimbursement to the Bay County Division on Aging based on services requested from this agency to meet the needs of Waiver-eligible county residents; Therefore, Be it

RESOLVED That the Bay County Board of Commissioners hereby authorizes the Board Chairman to sign documents related to an extension of the current A & D Home Health Care Agreement for Waiver Services to be provided in the fiscal year that ends September 30, 2010, subject to legal review/approval; Be It Further

RESOLVED That all budget adjustments related to this Agreement are approved.

BRIAN K. ELDER, CHAIR
AND COMMITTEE

DOA - A&D Home Health Care Agt

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. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____

AMENDED _____ CORRECTED _____ REFERRED _____

-74-

Memo

August 26, 2009

To: Bay County Board of Commissioners

From: Bob Redmond

Re: Redemption of LEC Bonds Series 1999A

The Building Authority Bonds Series 1999A for Renovation of the Law Enforcement Center were issued in February of 1999 for \$2.92 million at a variable rate of 4.25-4.35%. The maturity date is November 1, 2011.

However, they are redeemable on November 1, 2009. By redeeming these bonds on November 1, 2009 the County will save approximately \$30,000 in interest payments. The redemption amount is \$640,000. The funds for the redemption of the 2010 and 2011 bonds will come from the General Fund's Fund Balance. This will eliminate the need for appropriations for payments in 2010 and 2011. A budget adjustment will be ready for approval at the October Board meeting.

We need to give a 60-day notice to the Michigan Municipal Bond Authority in order to redeem them. I recommend that the Board of Commissioners authorize the redeeming of these bonds.

BAY COUNTY BOARD OF COMMISSIONERS

9/1/09

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (9/1/09)

WHEREAS, The Building Authority Bonds Series 1996A for Renovation of the Law Enforcement Center were issued in February of 1999 for \$2.92 million at a variable rate of 4.25-4.35%. The maturity date is November 1, 2011; and

WHEREAS, These bond are redeemable on November 1, 2009 and by redeeming these bonds on November 1, 2009 the County will save approximately \$30,000 in interest payments; and

WHEREAS, The redemption amount is \$640,000 and the funds for the redemption of the 2010 and 2011 bonds will come from the General Fund's Fund Balance eliminating the need for appropriations for payments in 2010 and 2011; and

WHEREAS, A budget adjustment will be submitted at the October Ways and Means and Board meetings; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes redemption of Building Authority Bonds Series 1996A for Renovation of the Law Enforcement Center, 60 day notice to be submitted to the Michigan Municipal Bond Authority.

BRIAN K. ELDER, CHAIR
AND COMMITTEE

Bldg Authority - Bond Redemption Michigan Municipal Bond Authority- Law Enforcement Center
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. Begick				Kim Coonan				Donald J. Tilley			

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

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

Memo

August 26, 2009

To: Bay County Board of Commissioners

From: Bob Redmond

Re: Redemption of LEC Bonds Series 1996A

The Building Authority Bonds Series 1996A for Renovation of the Law Enforcement Center were issued in September of 1996 for \$1.2 million at a variable rate of 5.5 -5.7%. The maturity date is November 1, 2011.

However, they are currently redeemable. By redeeming these bonds on November 1, 2009 the County will save approximately \$15,000 in interest payments.

The funds for the November 1, 2009 payment are budgeted in 2009. The amount of the payment of the remaining bonds due in 2010 and 2011 is \$215,000. The funds for this payment will come from the remaining balance of proceeds from the sale of the county's parking lot to Bay Area Behavioral Health Authority of \$116,000(Res.#2009-63) currently in the General Fund Balance and \$99,000 additional funds from the General Fund's Fund Balance. This will eliminate the need to appropriate funds for these payments in the 2010 and 2011 budgets. The budget adjustment for this will be ready for the October 2009 Board agenda.

We need to give a 60-day notice to US Bank in order to redeem the bonds. I recommend that the Board of Commissioners authorize the redeeming of these bonds.

BAY COUNTY BOARD OF COMMISSIONERS

9/1/09

RESOLUTION

- BY: WAYS AND MEANS COMMITTEE (9/1/09)
- WHEREAS, The Building Authority Bonds Series 1996A for Renovation of the Law Enforcement Center were issued in September of 1996 for \$1.2 million at a variable rate of 5.5-5.7%. The maturity date is November 1, 2011; and
- WHEREAS, These bonds are currently redeemable and by redeeming these bonds on November 1, 2009 the County will save approximately \$15,000 in interest payments; and
- WHEREAS, The funds for the November 1, 2009 payment are budgeted in 2009 and the amount of the payment of the remaining bonds due in 2010 and 2011 is \$215,000; and
- WHEREAS, The funds for this payment will come from the remaining balance of proceeds from the sale of the county's parking lot to Bay Area Behavioral Health Authority of \$116,000(Res.#2009-63) currently in the General Fund Balance and \$99,000 additional funds from the General Fund's Fund Balance and this will eliminate the need to appropriate funds for these payments in the 2010 and 2011 budgets; and
- WHEREAS, A budget adjustment will be submitted at the October Ways and Means and Board meetings; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners authorizes redemption of Building Authority Bonds Series 1996A for Renovation of the Law Enforcement Center, 60 day notice to be submitted to the US Bank.

BRIAN K. ELDER, CHAIR
AND COMMITTEE

Bldg Authority - Bond Redemption US Bank - Law Enforcement Center
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. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

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

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

-78-

THOMAS L. HICKNER
Bay County Executive

Michael J. Regulski CGFM
Finance Officer

Finance Department
7th Floor
Bay County Building
515 Center Avenue, Suite 701
Bay City, MI 48708-5128



Accounting/Purchasing
Michael J. Regulski CGFM
regulskim@baycounty.net

Budget/Grants
Kim Priessnitz
priessnitzk@baycounty.net

Payroll/Benefits
Susan J. Gansser
ganssers@baycounty.net

TEL (989) 895-4030
TDD (989) 895-4049
FAX (989) 895-4039

RESOLUTION

NO.

BY: WAYS AND MEANS COMMITTEE 09/01/2009

RESOLVED: By this Board of Commissioners of Bay County, Michigan, that the following Budget Adjustments are hereby approved on 09/08/2009 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:

<u>Request Number</u>	<u>Fund Involved</u> <u>Department Involved</u>	<u>Favorable Impact</u>	<u>Unfavorable Impact</u>	<u>No Impact</u>
09/09-01	General Fund Equalization Department To re-align Equalizations budget for staff to travel and stay over night in order to take assessors exams.			X
09/09-02	General Fund Crime Victim's Rights To budget under Prosecuting Attorney Crime Victim's Rights activity (10126702) for the use of \$2,100 contribution (received in 2008 and reserved) from the Women's Center. The money will be used to put on a conference at Delta College on 9/11/09 and the remaining dollars will be used to purchase equipment for the Crime Victim's Rights activity.		X	

-79-

09/09-04	<p>General Fund Drug Enforcement Fund</p> <p>To budget for out of state travel for assistant prosecutor J. Dee Brooks to attend NCDA's Prosecuting Drug Cases Conference in San Diego, CA September 13-17, 2009. The funding sources are: 1) Scholarship from PACC to Mr. Brooks which will pay his conference fee directly and reimburse the county \$705 for other conference expenditures; 2) second funding source for conference expenditures will be paid by the Drug Law Enforcement Fund (26526700) under the Prosecutors activity which has a balance of \$18,318.20. The Drug Enforcement Fund dollars must be used for the enforcement of drugs.</p>	X
09/09-05	<p>General Fund Sheriff Department</p> <p>To add to 2009 budget for a purchase order that should have been encumbered at the end of 2008 and paid in 2009 for 3 Sheriff vehicles under Secondary Road Patrol activity (10131500) and 1 vehicle under the 31600 grant (10131681).</p>	X
09/09-06	<p>Health Department Early On Activity</p> <p>To budget for 6 months (June 2009 thru December 2009) for the Early On budget under the Health Department which provides a MIHP nurse to act as an Early On family service coordinator/liaison. This budget is covered by a federal grant through Bay Arenac ISD.</p>	X
09/09-08	<p>General Fund Information System Department</p> <p>To re-align information Systems 2009 budget for the purchase of 13 chairs for the war training room at \$45. each for a total of \$585. The chairs were going to be budgeted in 2010 budget at a total cost of \$1,500.</p>	X

09/09-11	General Fund Administrative Services	X
	To budget under Administrative Services activity for the consultants Resilient-C to work up to 350 hours at \$50. per hour for continued work on Munis software, analysis of the Health Department software & selection process including interviews of Health Department users and finish the Homeland Security purchasing process.	
09/09-12	Revenue Sharing Reserve Fund General Fund	X
	To transfer the interest earned on the Revenue Sharing Reserve Fund (285.00) since 2004 through 2008 in the amount of \$801,453 plus \$122,703 of interest for the first six months of 2009 to be moved to the General fund. Then this interest of \$924,156 is going to be advanced to the Budget Stabilization Fund (257.00) from the General Fund.	X

BRIAN K. ELDER, CHAIR
AND COMMITTEE



Journal

Journal 2009/09 1 Ref REALIG Desc EQUALIZATI Eff Date 09/08/2009

Journal Lines

Line	Org	Object	Description	I/D	Amount
1	10125700	72800	PRINTING AND BINDING	D	4,000.00
2	10125700	73000	MAGAZINES AND PERIOD	D	350.00
3	10125700	86100	CONFERENCE FEES & EX	I	3,350.00
4	10125700	86500	STATE TRAVEL MILEAGE	I	1,000.00

Journal Totals

Increase

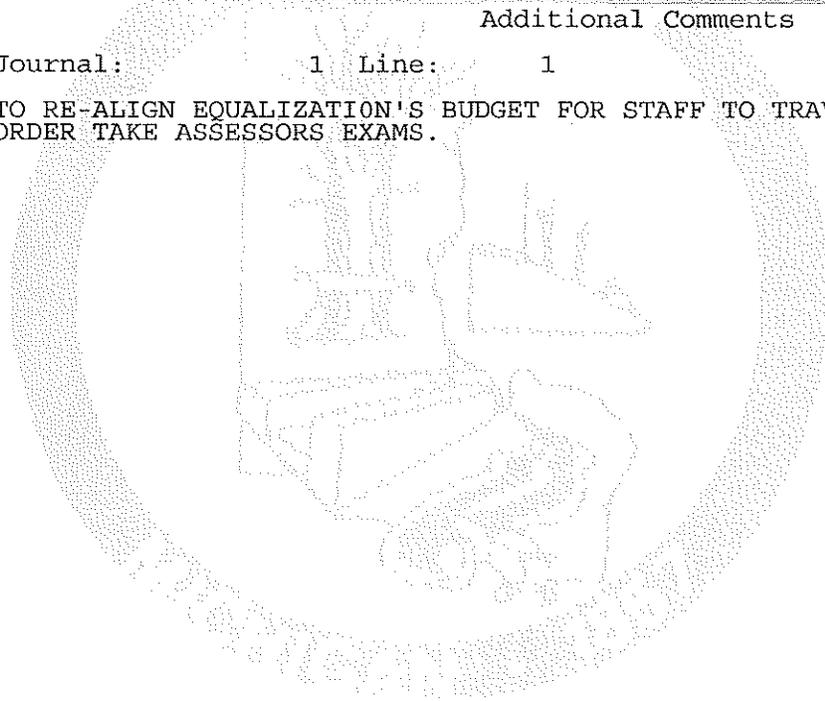
Decrease

Bay County, Michigan

Additional Comments

Journal: 1 Line: 1

TO RE-ALIGN EQUALIZATION'S BUDGET FOR STAFF TO TRAVEL AND STAY OVER NIGHT IN ORDER TAKE ASSESSORS EXAMS.





Journal

Journal 2009/09 2 Ref CRIME Desc VICTIM'S R Eff Date 09/08/2009

Journal Lines

Line	Org	Object	Description	I/D	Amount
1	10110100	40001	FUND BALANCE	I	2,100.00
2	10126702	86100	CONFERENCE FEES & EX	I	220.00
3	10126702	86500	STATE TRAVEL MILEAGE	I	261.00
4	10126702	83102	FOOD SERVICES	I	1,140.00
5	10126702	96740	OFFICE EQUIP.& FURN.	I	479.00

Journal Totals

Increase .00

Decrease .00

Record(s) updated.

- 84 -

Bay County, Michigan

Additional Comments

Journal: 2 Line: 1

TO BUDGET UNDER PROSECUTING ATTORNEY CRIME VICTIM'S RIGHTS ACTIVITY (10126702)
FOR THE USE OF A \$2,100. CONTRIBUTION (RECEIVED IN 2008 & RESERVED) FROM THE
WOMEN'S CENTER. THE MONEY WILL BE USED TO PUT ON A CONFERENCE AT DELTA COLLEGE
ON 9-11-09 AND THE REMAINING DOLLARS WILL BE USED TO PURCHASE EQUIPMENT FOR THE
CRIME VICTIM'S RIGHT ACTIVITY.





Journal

Journal 2009/09 4 Ref PROSEC Desc DRUG ENFOR Eff Date 09/08/2009

Journal Lines

Line	Org	Object	Description	I/D	Amount
1	26526700	40001	FUND BALANCE	I	1,017.00
2	26526700	86100	CONFERENCE FEES & EX	I	1,568.00
3	26526700	86500	STATE TRAVEL MILEAGE	I	154.00
4	26526700	67600	REIMBURSEMENTS	I	705.00

Journal Totals

Increase .00

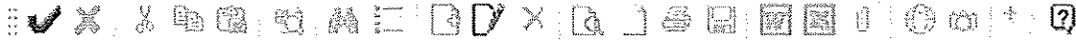
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Bay County, Michigan

Additional Comments

Journal: 4 Line: 1

TO BUDGET FOR OUT STATE TRAVEL FOR ASSISTANT PROSECUTOR, J DEE BROOKS TO ATTEND NCDA's PROSECUTING DRUG CASES CONFERENCE IN SAN DIEGO, CA. SEPTEMBER 13 - 17, 2009. THE FUNDING SOURCES ARE: 1) SCHOLARSHIP FROM PACC TO MR. BROOKS WHICH WILL PAY HIS CONFERENCE FEE DIRECTLY TO THE NCDA AND THEN REIMBURSE THE COUNTY \$705. FOR OTHER CONFERENCE EXPENDITURES 2) SECOND FUNDING SOURCE FOR THE CONFERENCE EXPENDITURES WILL BE PAID BY THE DRUG LAW ENFORCEMENT FUND (26526700) UNDER THE PROSECUTOR'S ACTIVITY WHICH HAS A BALANCE OF \$18,318.20. THE DRUG ENFORCEMENT FUND DOLLARS MUST BE USED FOR THE ENFORCEMENT OF DRUGS.



Journal

Journal 2009/09 5 Ref SHERIF Desc VEHICLES Eff Date 09/08/2009

Journal Lines

Line	Org	Object	Description	I/D	Amount
1	10131500	98100	VEHICLES	I	62,874.00
2	10131681	98100	VEHICLES	I	21,857.00
3	10110100	40001	FUND BALANCE	I	84,731.00

Journal Totals

Increase .00

Decrease .00

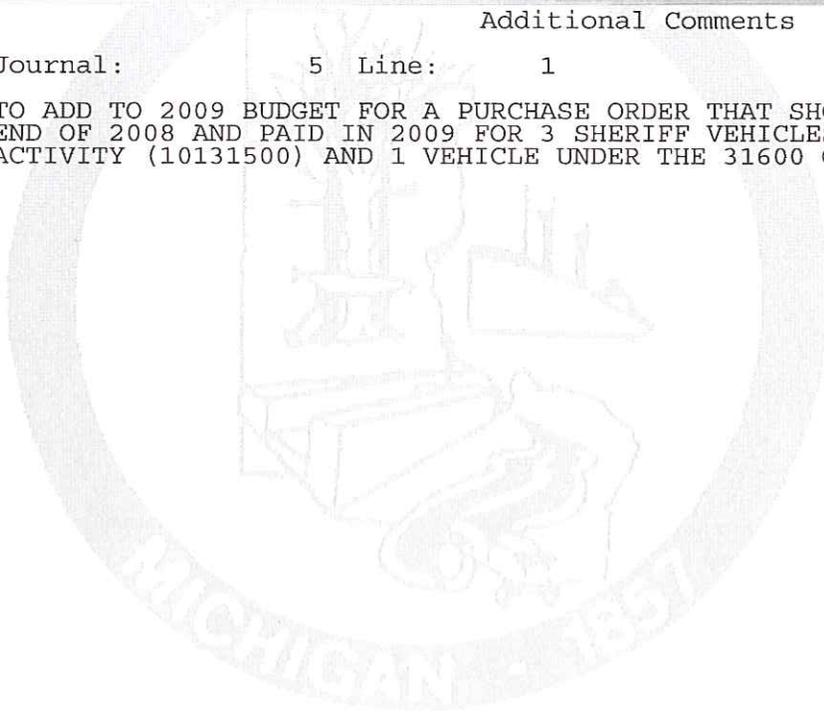
Record(s) updated.

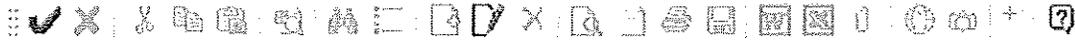
Bay County, Michigan

Additional Comments

Journal: 5 Line: 1

TO ADD TO 2009 BUDGET FOR A PURCHASE ORDER THAT SHOULD OF BEEN ENCUMBERED AT THE
END OF 2008 AND PAID IN 2009 FOR 3 SHERIFF VEHICLES UNDER SECONDARY ROAD PATROL
ACTIVITY (10131500) AND 1 VEHICLE UNDER THE 31600 GRANT (10131681) .





Journal

Journal 2009/09 6 Ref EARLY Desc ON BUDGET Eff Date 09/08/2009

Journal Lines

Line	Org	Object	Description	I/D	Amount
1	22161107	59100	FEDERAL GRANTS	I	31,287.00
2	22161107	70400	WAGES-CLERICAL-OTHER	I	19,406.00
3	22161107	71600	HEALTH INSURANCE	I	7,132.00
4	22161107	71500	SOCIAL SECURITY	I	1,485.00
5	22161107	71700	LIFE INSURANCE	I	30.00
6	22161107	71800	RETIREMENT	I	776.00
7	22161107	72100	WORKERS' COMPENSATIO	I	363.00
8	22161107	72200	SICK AND ACCIDENT IN	I	130.00
9	22161107	72500	UNEMPLOYMENT COMPENS	I	68.00
10	22161107	72301	UNIFORM ALLOWANCE	I	213.00
11	22161107	71901	PROFESSIONAL LICENSE	I	25.00
12	22161107	96000	EDUCATION AND TRAINI	I	28.00
13	22161107	72700	OFFICE SUPPLIES	I	30.00
14	22161107	72900	POSTAGE	I	20.00
15	22161107	85200	TELEPHONE	I	90.00
16	22161107	85201	CELLPHONE	I	225.00
17	22161107	94601	EQUIPMENT RENTAL-COP	I	853.00
18	22161107	94601	EQUIPMENT RENTAL-COP	I	63.00
19	22161107	96500	INSURANCE AND BONDS	I	350.00

Journal Totals

Increase .00

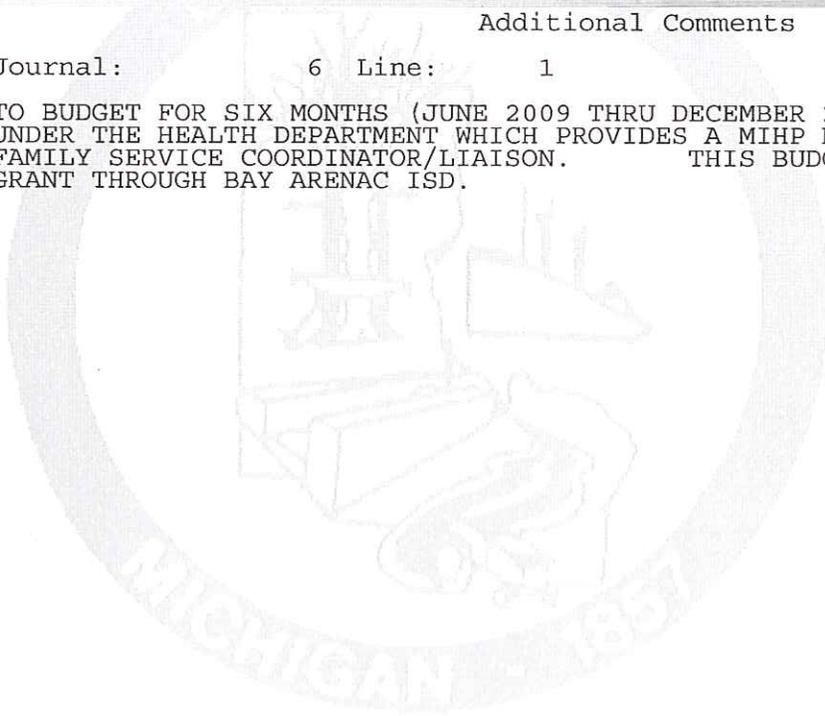
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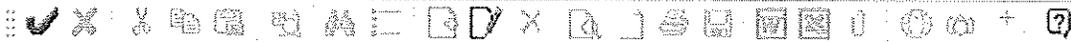
Bay County, Michigan

Additional Comments

Journal: 6 Line: 1

TO BUDGET FOR SIX MONTHS (JUNE 2009 THRU DECEMBER 2009) FOR THE EARLY ON BUDGET UNDER THE HEALTH DEPARTMENT WHICH PROVIDES A MIHP NURSE TO ACT AS AN EARLY ON FAMILY SERVICE COORDINATOR/LIAISON. THIS BUDGET IS COVERED BY A FEDERAL GRANT THROUGH BAY ARENAC ISD.





Journal

Journal 2009/09 8 Ref ISD Desc CHAIRS-WAR Eff Date 09/08/2009

Journal Lines

Line	Org	Object	Description	I/D	Amount
1	10122800	72700	OFFICE SUPPLIES	I	585.00
2	10122800	98002	COMPUTER HARDWARE	D	585.00

Journal Totals

Increase

Decrease

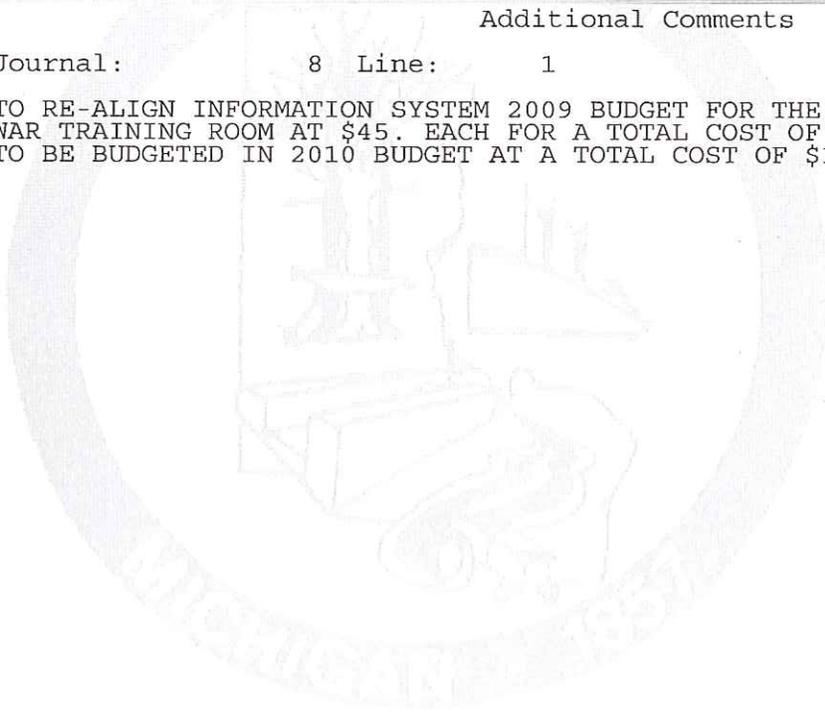
Record(s) updated.

Bay County, Michigan

Additional Comments

Journal: 8 Line: 1

TO RE-ALIGN INFORMATION SYSTEM 2009 BUDGET FOR THE PURCHASE OF 13 CHAIRS FOR THE WAR TRAINING ROOM AT \$45. EACH FOR A TOTAL COST OF \$585. THE CHAIRS WERE GOING TO BE BUDGETED IN 2010 BUDGET AT A TOTAL COST OF \$1,500.



Budget Amendment Quick Entry

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Journal

Journal 2009/09 11 Ref BUDGET Desc CONSULTANT Eff Date 09/08/2009

Journal Lines

Line	Org	Object	Description	I/D	Amount
1	10127200	81900	CONSULTANTS	I	17,500.00
2	10110100	40001	FUND BALANCE	I	17,500.00

Journal Totals

Increase .00

Decrease .00

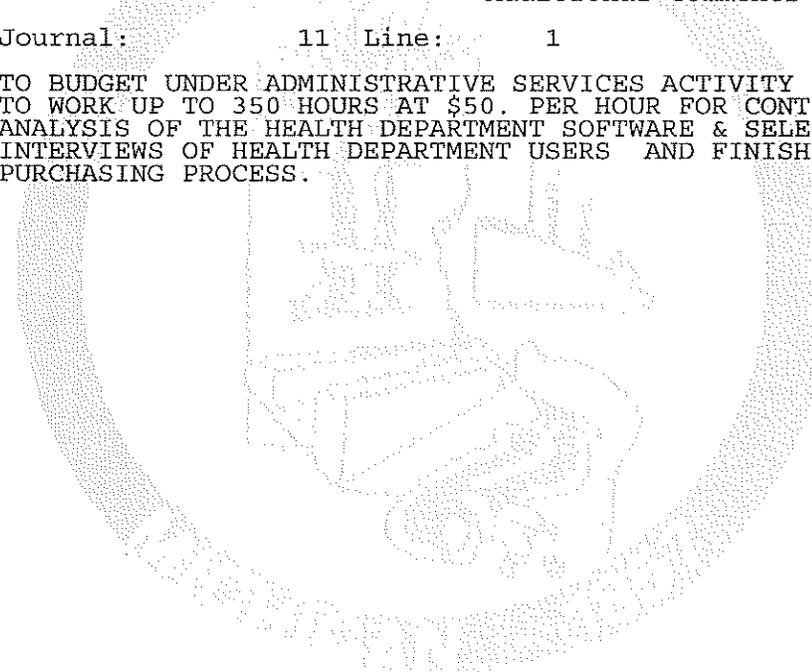
Record(s) updated.

Bay County, Michigan

Additional Comments

Journal: 11 Line: 1

TO BUDGET UNDER ADMINISTRATIVE SERVICES ACTIVITY FOR THE CONSULTANTS RESILIENT-C TO WORK UP TO 350 HOURS AT \$50. PER HOUR FOR CONTINUED WORK ON MUNIS SOFTWARE, ANALYSIS OF THE HEALTH DEPARTMENT SOFTWARE & SELECTION PROCESS INCLUDING INTERVIEWS OF HEALTH DEPARTMENT USERS AND FINISH THE HOMELAND SECURITY PURCHASING PROCESS.





Journal

Journal 2009/09 12 Ref TRF Desc INTEREST-R Eff Date 09/08/2009

Journal Lines

Line	Org	Object	Description	I/D	Amount
1	28525300	99930	TRF OUT-REVENUE SHAR	I	924,156.00
2	28525300	40001	FUND BALANCE	I	924,156.00
3	10125300	69930	TRF IN-REVENUE SHARI	I	924,156.00
4	10110100	40001	FUND BALANCE	D	924,156.00

Journal Totals

Increase

Decrease

Bay County, Michigan

Additional Comments

Journal: 12 Line: 1

TO TRANSFER THE INTEREST EARNED ON THE REVENUE SHARING RESERVE FUND(285.00) SINCE 2004 THROUGH 2008 IN THE AMOUNT OF \$801,453 PLUS \$122,703 OF INTEREST FOR THE FIRST SIX MONTHS OF 2009 TO THE GENERAL FUND. THEN THIS INTEREST AMOUNT OF \$ 924,156 IS GOING TO BE ADVANCED TO THE BUDGET STABILIZATION FUND (257.00) FROM THE GENERAL FUND.

