

# WAYS AND MEANS COMMITTEE

## AGENDA

TUESDAY, MARCH 5, 2013

**4:00 P.M.**

### COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

- I CALL TO ORDER
- II ROLL CALL
- 1- 6 III MINUTES (2/5/13)
- IV PUBLIC INPUT
- V PETITIONS AND COMMUNICATIONS
- 7- 8 A. Probate Court Administrator - Family Drug Court Programs (**Seeking approval to submit application for grant funding; authorization for Board Chair to sign; approval of budget adjustment - proposed resolution attached**)
- B. Bay County Prosecutor (**Seeking approval to submit applications for grant funding; authorization for Board Chair to sign; approval of budget adjustment - proposed resolution attached**)
- 9-10 1. Victims of Crimes Act (VOCA) Grant
- 11-12 2. Crime Victims Rights (CVR) Grant
- 13-14 C. Commissioner Brandon Krause - Golf Course - Golf Carts (**Note: Golf cart issue referred to this meeting at last W&M meeting**)
- 15 D. Assistant County Executive for Recreation and Administrative Services - Golf Carts (**Receive**)
- E. Superintendent of Buildings and Grounds
- 16-19 1. Euclid Linear Park (**Seeking authorization to enter into 10 year lease with Saginaw Bay Land Conservancy for care and maintenance of Park - proposed resolution attached**)
- 20-21 2. Fairway Mower (**Seeking authorization to purchase new mower only if catastrophic failure of existing mower - proposed resolution attached**) [**Note: Golf Course mower issue referred to this meeting at last W&M meeting**]
- 22-23 F. Community Health Educator/Analyst - Fundraiser for Relay for Life (**Seeking authorization to raise funds for Relay for Life - proposed resolution attached**)

G. Director of Environmental Affairs & Community Affairs

24-26 1. Boardwalk Grant Funding (**Seeking authorization to submit applications for grant funding for Boardwalk to Beach at Bay City State Recreation Area - proposed resolution attached**)[Note: Referred from 2/5

27-31 2. Blueways Trail Project (**Seeking authorization to submit applications for grant funding for Boardwalk to Beach at Bay City State Recreation Area - proposed resolution attached**)

H. Finance Director

32 1. Analysis of General Fund Unreserved/Undesignated Fund Balance 2013 (**Receive**)

33 2. Executive Directive #2007-11 (**Receive**)

34-37 3. Golf Course Fund Cash Advance (**Seeking approval of \$25,000 cash advance from General Fund to Golf Course Fund**)

VI REFERRALS

A. Ways and Means Committee 2/5/13

38-40 1. CZM Grant - "App"

B. Personnel/Human Services Committee 2/19/13

41-42 1. Wellness Coordinator Position - Funding Source?

VII UNFINISHED BUSINESS

VIII NEW BUSINESS

IX CLOSED SESSION (when requested)

X MISCELLANEOUS

XI ANNOUNCEMENTS

XII ADJOURNMENT

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

**WAYS AND MEANS COMMITTEE  
MINUTES**

MEETING OF THE BAY COUNTY WAYS AND MEANS COMMITTEE HELD ON TUESDAY, FEBRUARY 5, 2013, FOURTH FLOOR, BAY COUNTY BUILDING.

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

ROLL CALL:

**MOTION NO.**

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

**MOTION NO.**

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

**MOTION NO.**

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

OTHERS PRESENT: T.HICKNER, M.GRAY, M.FITZHUGH, C.HEBERT, T.QUINN, J.MILLER, J.MCGLINCHY, K.PRIESSNITZ, H.GILL, T.PUTT, B.GOIK, F.HORGAN, B.GOIK, L.OGAR, R.PABALIS, T.ROEHRS, B.MACGREGOR, M.MARCHILEWICZ, T.PAIGE, R.REGGERS, J.ENGEL, REPS FROM BILLY'S CONTRACTING, BAY 3 TV, D.BERGER

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

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**WAYS AND MEANS COMMITTEE  
MINUTES  
TUESDAY, FEBRUARY 5, 2013**

**MOTION NO.** \_\_\_\_\_

- 1            MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE  
DECEMBER 14, 2012 WAYS AND MEANS COMMITTEE MEETING AS  
PRINTED.**

**Public input was called. Jackie DeLorge addressed the Committee relative to the need to reopen Brian's House. She explained that in September 2012, McLaren Home Care closed the doors to Brian's House upsetting many people in our community. Brian's House was a hospice, in-patient facility where terminally ill were allowed to spend their final hours in a peaceful manner with their family at their side. The patient and family members were treated with the utmost dignity. A group, Save Brian's House Community Group, is requesting community leaders to support the newly formed group in its goal to publicly urge McLaren Health Care and McLaren Bay Region to reopen Brian's House. They also requested to be put on the next Commission agenda to discuss what can be done to accomplish their goal. Commissioner Krause spoke to his family's personal experience with Brian's House and he was very supportive of the group's efforts.**

**A representative from Billy's Contracting was present and indicated that he wishes to open a transfer station in northern Bay County.**

**The first agenda item was notification from the Drain Commissioner of a grant he applied for and received. It was**

- 2            MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD  
APPROVAL OF THE PROPOSED RESOLUTION TO ENDORSE THE DRAIN  
COMMISSIONER'S GRANT APPLICATION/AWARD FOR GREAT LAKES  
RESTORATION INITIATIVE FUNDING FOR KAWKAWLIN RIVER -  
TARGETED PHOSPHORUS AND E COLI REDUCTION (DRAIN OFFICE).**

**Circuit Judge Harry Gill and District Judge Dawn Klida were present to speak to the request for approval of applications for funding for the 74<sup>th</sup> District Court Treatment Program. Both spoke to the success of the Treatment Court and the goal of becoming self-existing. Judge Klida spoke to her cases and noted that of 128 cases there were only 2 repeat offenders.**

**WAYS AND MEANS COMMITTEE  
MINUTES  
TUESDAY, FEBRUARY 5, 2013**

**MOTION NO.**

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- 3            MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION AUTHORIZING GRANT APPLICATIONS FOR FUNDING TO THE 74<sup>TH</sup> DISTRICT COURT TREATMENT PROGRAM (CIRCUIT & DISTRICT COURTS).**
- 4            MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE AMENDMENT TO CONTRACT FOR COURT APPOINTED GUARDIAN SERVICES (PROBATE COURT).**
- 5            MOVED, SUPPORTED AND CARRIED TO REFER THE COASTAL ZONE MANAGEMENT GRANT RE DEVELOPMENT OF A NATURAL/HISTORIC/TOURISM APP FOR BAY COUNTY TO THE FEBRUARY 12<sup>TH</sup> BOARD MEETING.**
- 6            MOVED, SUPPORTED AND CARRIED TO COASTAL ZONE MANAGEMENT GRANT RE BOARDWALK FOR BEACH AT BAY CITY STATE RECREATION FACILITY TO THE FEBRUARY 12<sup>TH</sup> BOARD MEETING.**
- Laura Ogar, Director of Environmental Affairs/Community Development, explained the recommendation to amend the Bay County Solid Waste Management Plan to allow for transfer facilities. She noted that the language pertaining to transfer facilities will be generic so the Plan doesn't have to be amended every time a request is made. It was stressed that local units of government must approve of the transfer facilities in their jurisdiction. It was**
- 7            MOVED, SUPPORTED AND CARRIED TO AUTHORIZE DRAFT AMENDMENT TO THE SOLID WASTE MANAGEMENT PLAN TO ALLOW FOR TRANSFER FACILITIES, ENSUING PUBLIC HEARING AND FINAL FUTURE BOARD APPROVAL (ENVIRONMENTAL AFFAIRS).**
- 8            MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE AMENDMENT # 3 TO THE 2012-2013 CPBC AGREEMENT (HEALTH DEPARTMENT).**

**WAYS AND MEANS COMMITTEE  
MINUTES  
TUESDAY, FEBRUARY 5, 2013**

**MOTION NO.**

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- 9            MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF PROPOSED RESOLUTION RE SCRAP TIRE CLEANUP GRANT (MOSQUITO CONTROL).**

**Tom Putt, Director of Mosquito Control, explained that the same locations will be utilized as last year. The scrap tire collection is done twice a year, 1day, generally in May and September.**

- 10           MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF PROPOSED RESOLUTION RE LIGHT TRAP DATA COLLECTOR AGREEMENTS FOR 2013 (MOSQUITO CONTROL).**

- 11           MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE CONTROL MATERIAL BID AWARD (MOSQUITO CONTROL).**

**A request to advertise and retain architect/engineering services for the Division on Aging Kitchen Retention Project was considered. Consideration will be given to the need and if the Community Center will accommodate the changes/improvements required. There is a need for more space because the food program has increased 20% over the last 5 years. Another consideration is the Canteen Building at the Fair Grounds. It was the consensus that the Community Center is the preferred location.**

- 12           MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE KITCHEN RETENTION PROJECT (DIVISION ON AGING/BLDGS. AND GRNDS.).**

- 13           MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE BAY AREA COMMUNITY FOUNDATION GRANT OR HEALTHY SENIOR NATURE WALK (DIVISION ON AGING).**

- 14           MOVED, SUPPORTED AND CARRIED RECEIVE TUITION REIMBURSEMENT INFORMATION FOR JILL MCKEON, FINANCE DEPT. (PERSONNEL DEPT.).**

**WAYS AND MEANS COMMITTEE  
MINUTES  
TUESDAY, FEBRUARY 5, 2013**

**MOTION NO.**

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- 15            MOVED, SUPPORTED AND CARRIED TO RECEIVE ANALYSIS OF GENERAL FUND UNRESERVED/UNDESIGNATED FUND BALANCE 2013.**
- 16            MOVED, SUPPORTED AND CARRIED TO RECEIVE EXECUTIVE DIRECTIVE #2007-11.**
- 17            MOVED, SUPPORTED AND CARRIED TO REFER THE ISSUE OF GOLF CART LEASES TO THE MARCH WAYS AND MEANS COMMITTEE MEETING.**
- 18            MOVED, SUPPORTED AND CARRIED TO REFER THE ISSUE OF GOLF COURSE MOWER TO THE MARCH WAYS AND MEANS COMMITTEE MEETING.**

**Commissioner Lutz pointed out that the mower is old and cannot be repaired and a significant amount of money has been spent trying to keep it functioning. It was felt that while the issue is being referred, bids could be solicited on the cost of a new mower as part of the discussion at the March Ways and Means. Brief discussion followed.**

- 19            MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL (2/5/13) OF THE CORRECTED RESOLUTION RE ROAD COMMISSION PURSUIT OF FINANCING THE NEW WATER SYSTEM THROUGH MICHIGAN FINANCE AUTHORITY AND COUNTY ADMINISTRATION INITIATING AN RFP FOR BOND COUNSEL SERVICES.**
- 20            MOVED, SUPPORTED AND CARRIED TO REFER THE ISSUE OF EXTENSION OF AERIAL SPRAYING CONTRACT VERSUS SEEKING BIDS FOR AERIAL SPRAYING TO THE FEBRUARY 12, 2013 BOARD MEETING.**

**WAYS AND MEANS COMMITTEE  
MINUTES  
TUESDAY, FEBRUARY 5, 2013**

**MOTION NO.**

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- 21        **MOVED, SUPPORTED AND CARRIED TO GO INTO CLOSED SESSION PURSUANT TO MCLA 15.268, SEC. 8 (E): TO CONSULT WITH ITS ATTORNEY REGARDING TRIAL OR SETTLEMENT STRATEGY IN CONNECTION WITH SPECIFIC PENDING LITIGATION, BUT ONLY WHEN AN OPEN MEETING WOULD HAVE A DETRIMENTAL FINANCIAL EFFECT ON THE LITIGATING OR SETTLEMENT POSITION OF THE PUBLIC BODY. (ROLL CALL VOTE)**
- 22        **MOVED, SUPPORTED AND CARRIED TO GO BACK TO REGULAR ORDER OF BUSINESS.**
- 23        **MOVED, SUPPORTED AND CARRIED TO DIRECT ATTORNEY TO PROCEED AS DISCUSSED IN CLOSED SESSION.**
- 24        **MOVED, SUPPORTED AND CARRIED TO ADJOURN (5:35 P.M.).**

**SUBMITTED BY:**

*Deanne Berger*

**DEANNE BERGER  
BOARD COORDINATOR**



**BAY COUNTY PROBATE COURT  
EIGHTEENTH JUDICIAL CIRCUIT COURT - FAMILY DIVISION**  
1230 Washington Ave., Suite 715  
Bay City, Michigan 48708-5737

**KAREN A. TIGHE**  
Judge of Probate / Family Court

**MARGE MARCHLEWICZ**  
Court Administrator

Estates Division (989) 895-4205  
Juvenile Division (989) 895-4206

January 31, 2013

FAX (989) 895-4194  
TDD (989) 895-2059

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

Commissioner Coonan:

The Office of Juvenile Justice and Delinquency Prevention (OJJDP) recently announced that it is seeking applications for funding under the OJJDP Fiscal Year 2013 Family Drug Court Programs. The funds are to be used to either implement new drug courts or enhance pre-existing drug courts for substance-abusing adults involved with the family dependency court as a result of child abuse and neglect issues. OJJDP will make awards of up to \$350,000 per award for up to 3 years for enhancement grants. A 25 percent match is required, but most of the match can be made with in-kind contributions. The court is requesting that the Board of Commissioners designate the 18<sup>th</sup> Circuit Court-Family Division as its representative for the purpose of applying for this grant. The deadline for applications is March 25, 2013

The Court has been operating a Family Treatment Court since January of 2008. We are very pleased with the results we have seen to date with this intensive program and look forward to continuing and enhancing the treatment and services associated with Treatment Court.

Thank you for your consideration and your support in this project.

Sincerely,

Marge Marchlewicz  
Court Administrator

cc: Judge Karen A. Tighe

**BAY COUNTY BOARD OF COMMISSIONERS**

**3/12/13**

**RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (3/5/13)
- WHEREAS, The Office of Juvenile Justice and Delinquency Prevention (OJJDP) recently announced that it is seeking applications for funding under the OJJDP Fiscal Year 2013 Family Drug Court Programs; and
- WHEREAS, The funds are to be used to either implement new drug courts or enhance pre-existing drug courts for substance-abusing adults involved with the family dependency court as a result of child abuse and neglect issues; and
- WHEREAS, OJJDP will make awards of up to \$350,000 per award for up to 3 years for enhancement grants with; and
- WHEREAS, A 25 percent match is required but most of the match can be made with in-kind contributions; and
- WHEREAS, The Court has been operating a Family Treatment Court since January of 2008 and is very pleased with the results of this intensive program and wishes to continue to enhance the treatment and services associated with the Treatment Court; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners authorizes the 18<sup>th</sup> Circuit Court-Family Division as its representative for the purpose of applying for the OJJDP grant; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute the grant documents (application, grant award, all related required documents) on behalf of Bay County following legal review/approval; Be It Further
- RESOLVED That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Finally
- RESOLVED That related budget adjustments, if required, are approved.

KIM COONAN, CHAIR  
AND COMMITTEE

Probate Ct. - Family Drug Court - 2013 Grant Funding

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

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

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

VOTE TOTALS:

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

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

TO: Ways & Means Committee Chair  
Bay County Board of Commissioners

FROM: Kurt C. Asbury, Prosecuting Attorney

DATE: February 26, 2013

SUBJECT: Request to renew the *Victims of Crimes Act (VOCA) Grant*.

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Request: To be placed on the agenda for the Ways & Means Committee meeting on March 5, 2013, for approval to renew the *Victims of Crime Act (VOCA) Funding Agreement* for 2013-2014 grant cycle.

Background: This is a grant we began receiving in 2000 to fund a full-time crime victim rights advocate specializing in domestic violence and child sexual abuse cases. It is an 80% / 20% grant. The 20% matching funds are **in-kind** and do not involve any county dollars being expended for this employee's position.

The total amount of VOCA funding we are requesting is \$75,544.

Again, this is not a new position, just a continuation for the VOCA funding for this position.

Recommendation: Requesting the committee refer to full Board for approval: this would include authorization of Board Chair to sign any required documents after Corporation Counsel review, and approval of any future required budget adjustments.

BAY COUNTY BOARD OF COMMISSIONERS

3/12/13

RESOLUTION

- BY: WAYS AND MEANS COMMITTEE (3/5/13)
WHEREAS, Since 2000, the Bay County Prosecutor, with Board approval, received Federal Victims of Crime Act (VOCA) Grant funding to enhance the services to domestic violence and child sexual assault victims; and
WHEREAS, An additional victim advocate was hired and is paid for entirely by the VOCA grant; and
WHEREAS, The VOCA grant is an 80%/20% grant and the County's 20% match is in-kind with no direct County dollars being spent for the position; and
WHEREAS, The Prosecutor again wishes to apply for VOCA grant funding in the amount of \$75,544 for the 2013-2014 grant cycle to continue services to domestic violence and child sexual abuse victims; Therefore, Be It
RESOLVED That the Bay County Board of Commissioners approves the Prosecutor's Victims of Crime Act (VOCA) grant application in the amount of \$75,544 for the 2013-2014 grant period; Be It Further
RESOLVED That the Chairman of the Board is authorized to execute the grant documents (application, grant award, all related required documents) on behalf of Bay County following legal review/approval; Be It Further
RESOLVED That it is understood that if grant funding for the Victim Advocate position(s) under the VOCA grant is terminated, Bay County shall not be responsible to fund the position or pick up any costs associated with this position; Be It Finally
RESOLVED That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Finally
RESOLVED That related budget adjustments, if required, are approved.

KIM COONAN, CHAIR AND COMMITTEE

Pros-VOCA-2013-14

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

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

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

VOTE TOTALS:

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

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

-10-

TO: Ways & Means Committee Chair  
Bay County Board of Commissioners

FROM: Kurt C. Asbury, Prosecuting Attorney

DATE: February 27, 2013

SUBJECT: Request to renew the *Crime Victim Rights Grant Agreement (2013-2014)*.

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Request: To be placed on the agenda for the Ways & Means Committee meeting on March 5, 2013, for approval of the *Crime Victim Rights Grant Agreement* for 2013-2014 grant cycle.

Background: This is a grant we began receiving in 1985 to fund a full-time crime victim advocate, then expanding to two full-time crime victim advocates in 1994.

This grant covers salaries, wages and benefits for two full-time employees, with the exception of retirement. The monies come from defendants who have been convicted of a crime in the state of Michigan.

Recommendation: This grant will soon be released. Because the timeline between actual release of the application forms and required submission dates do not coincide with the Board calendar, I ask your consideration for recommendation to the Board of Commissioners to allow submission of these applications; and, furthermore, to authorize the Board Chair to sign the application once it is completed after Corporation Counsel and Finance Department review.

Signature of the application only supports the request; it does not commit the County. A formal request for County approval of the grant will be submitted if funding is granted by the State of Michigan.

-11-

No. 2013-

**BAY COUNTY BOARD OF COMMISSIONERS**  
3/12/13

**RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (3/5/13)
- WHEREAS, Since 1985, the Bay County Prosecutor's Office has been the recipient of a State grant provided to Prosecuting Attorney's offices to fund Crime Victim services with expansion of the program in 1993; and
- WHEREAS, The Bay County Prosecutor has been notified of approval of Victim Rights funding for FY 2013-2014; and
- WHEREAS, There is no county match required for this grant, with the exception of retirement costs which are not reimbursed by this grant, and there are no tax dollars expended for this grant which is funded from monies from defendants who have been convicted of a crime; and
- WHEREAS, The Crime Victim Rights funding covers two (2) full-time employees for the Victim Rights Unit in the Prosecutor's Office; Therefore, Be It
- RESOLVED By the Bay County Board of Commissioners that the Crime Victim Rights Funding Agreement for the Prosecutor's Office for FY 2013-2014 is approved and the Chairman of the Board authorized to execute said Agreement and related documents on behalf of Bay County following legal review; And Be It Further
- RESOLVED That it is understood that if grant funding for the Crime Victim Rights Program is terminated, Bay County shall not be responsible to fund the positions (2) or absorb up any costs associated with the positions; Be It Further
- RESOLVED That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Finally
- RESOLVED That budget adjustments, if required, are approved.

KIM COONAN, CHAIR  
AND COMMITTEE

Pros - CrimeVictimRights-2013-2014

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

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

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

**VOTE TOTALS:**

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

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

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

-12-

**BAY COUNTY  
Administrative Services**

**Michael K. Gray**  
Assistant County Executive for  
Administrative Services  
[graym@baycounty.net](mailto:graym@baycounty.net)

515 Center Avenue  
Bay City, Michigan 48708

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



DRAFT

**Thomas L. Hickner**  
County Executive

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

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

**INFORMATION SYSTEMS**  
Brandon Short, Interim Director  
[shortb@baycounty.net](mailto:shortb@baycounty.net)

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

**TO:** Kim Coonan, Chairman Ways & Means and Commissioners  
**FROM:** Brent Golk, Golf & Recreation Supervisor  
**RE:** Bay County Golf Course Golf Carts

**MEMORANDUM**

**REQUEST:** For the Bay County Golf Course to trade in 28 of its current gas golf carts and move into a lease to buy agreement of 38 electric golf carts to meet the demands of our customers, to create a better image of our facility, to create a savings in its budget, and to become more environmentally friendly.

**BACKGROUND:** The average guest spends 90% or more of his or her time in the golf cart during their round of golf. In 9 holes that averages to 2 hours and 15 minutes and 18 holes would average 4 hours and 30 minutes. That is a substantial amount of time and having a dependable, appealing, and quiet golf cart raises the image of our golf course, increases customer retention, and eludes positive word of mouth.

As the golf course's expenses have increased over recent years the immediate cash flow is not adequate to purchase a fleet of golf carts. Research shows moving into a lease agreement is becoming a trend with golf courses that are in similar a financial state.

Because of age, diminished quality, and mechanical issues our current fleet has a minimum of 4-6 carts out of the rotation on a daily basis. We also lease 10 additional carts each season from Titan Golf Car in Linwood a third party vendor to meet customer demands.

Going from gas to electric is a smart and efficient choice for Bay County Golf Course. Our course's flat terrain is a perfect fit for electric carts. Also given the volatility of gas prices the cost savings of gas versus electric is substantial.

As an industry trend a golf course rotates their golf cart fleet every 5 years. This is for various reasons including but not limited to day to day dependability, condition of carts, reduced repair costs, facility image, etc. Our current fleet of 53 is broken down by the following purchase dates:

- 25 carts purchased in 2006 (7 years old)
- 14 carts purchased in 2002 (11 years old)
- 14 carts purchased in 2000 (13 years old)

With this lease to buy option we would have 2 choices. At the end of the lease we would be able to purchase the golf carts outright for the remaining cost. The other option is to move into a new lease. Since we have acquired equity in the

DRAFT

golf carts from the lease to buy option we could trade in those carts for the current market value and move into a new lease. The current trade in value is \$1200 to \$1400 per cart. Using current market figures this would give us a trade in value of around \$49,400 on those 38 carts and able to move into a new lease. This would offset the cost of the lease similar to what we are currently proposing.

The lease to buy option allows us to eliminate our maintenance cost, because those costs fall under warranty. This maintains a positive image of the facility and continues meeting the demands of the customer. Research proves this an effective decision. James Keegan of Golf Convergence is a consultant of the industry and in 2009 wrote a business plan for the Currie Golf Course in Midland. Mr. Keegan stated that many golf courses have been forced to defer capital spending, however it is necessary to re-invest in order to survive the long term. In his executive summary, one of Mr. Keegan's primary recommendations were and I quote; *"electric carts should replace gas carts upon expiration of the leases, in order to create a better environmental ambience."*

**ECONOMICS:** This February Club Car, the leader in the golf cart industry presented Bay County with a quote. The quote included leasing 38 - 2013 electric golf carts at \$112.86 per cart per month. The quote includes skip payments which means our payments would be for 6 months (May-October) while we are open. The yearly payment would be \$25,732.08.

Our proposal is to trade in our oldest carts that are 11-13 years old. The trade in value for those carts is \$1050 per cart or \$29,400 for the 28 we want to trade in. This trade in revenue would pay for 2013's yearly lease and the cost to update our cart barn to be able to accommodate electric carts. In addition using a cost savings estimator provided by Club Car the change over from gas to electric on 38 golf carts would saves us \$8,436 per year.

Leasing 38 carts and trading in 28 carts would eliminate us from leasing the additional 10 golf carts each season. In addition it would be more cost effective to lease and operate the electric carts from Club Car than operate the 10 leased carts from Titan Golf Car. The following shows the breakdown in cost:

- Cost to operate gas carts / season (6months) = \$240.93 = \$40.16 / cart / month
- Cost to operate electric carts / season (6months) = \$86.99 = \$14.50 / cart / month
  - Club Car lease = \$112.86 / cart / month + \$14.50 = \$127.36 / cart / month
  - Titan Golf Car = \$100.00 / cart / month + \$40.16 = \$144.16 / cart / month

Without incurring yearly maintenance fees the golf course would save \$2,200 per year. If we kept our current fleet we will be faced with a large expense. A quote from Titan Golf Car of \$410 per cart or \$11,480 is needed to have the 28 golf carts operational for 2013. Every golf cart needs 4 new tires (they are all dry rotted), front and rear clutches, and other yearly maintenance.

Golf Cart Revenue has been on the rise since 2006. In 2012 our golf cart revenue was over \$144,000. The need for new golf carts is necessary to keep our existing customers and not lose revenue. I have had interactions with 2 leagues that stated they were considering moving their league to another golf course because of having to wait for a cart every league night. If just these 2 leagues leave we are looking at a loss of \$13,000. Golf leagues are the core of our business and to jeopardize them would put us in a worse situation.

**RECOMMENDATION:** To approve Bay County Golf Course to enter into a lease to buy agreement to acquire 38 electric golf carts and trade in 28 of our existing golf carts.

BG

Cc: Michael Gray  
Tom Hickner  
Robert Redmond  
Crystal Hebert  
Kim Preissnitz  
Rick Pabalis

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**BAY COUNTY**  
**Administrative Services**

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

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**Thomas L. Hickner**  
**County Executive**

**ANIMAL CONTROL**  
Michael Halstead, Manager  
halsteadm@baycounty.net

**BUILDINGS & GROUNDS**  
Richard Pabaliss, Superintendent  
pabalissr@baycounty.net

**INFORMATION SYSTEMS**  
Brandon Short, Interim Director  
shortb@baycounty.net

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

**TO:** Mr. Kim Coonan  
Chairperson, Ways & Means Committee  
Bay County Board of Commissioners

**FROM:** *MKG/ec* Michael K. Gray  
Assistant County Executive for Recreation & Administrative Services

**DATE:** February 27, 2013

**SUBJECT:** Golf Carts

The material marked draft in the agenda packet was received by me less than 24 hours prior to agenda deadline. Therefore no one in administration or board staff was able to review the material.

It was not approved or endorsed by administration. It is not our recommendation at this time.

MKG/ec

cc: Tom Hickner  
Tim Quinn  
Bob Redmond  
Crystal Hebert  
Brent Goik



**BAY COUNTY  
BUILDINGS & GROUNDS DIVISION**

**Thomas L. Hickner**  
County Executive

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

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

**FROM: RICHARD PABALIS**  
**SUPERINTENDENT OF BLDGS. & GROUNDS**

**DATE: FEBRUARY 26, 2013**

**RE: EUCLID LINEAR PARK**

**REQUEST:**

Approve a ten (10) year lease with the Saginaw Bay Land Conservancy to take care of the Euclid Linear Park.

**BACKGROUND:**

The Saginaw Bay Land Conservancy has expressed interest in the Euclid Linear Park. They would take over the maintenance and upkeep of the park. Some of the changes include, planting more native plants and treating invasive species with herbicides, improve signage and update some of the existing signs is part of their plan. The Conservancy would maintain the trails, board walk bridge, view tower and parking lot. They plan on removing concrete debris in the unused area of the park that was dumped there by contractors many years ago.

**ECONOMICS:**

The County would save on cost of snow removal in the winter, mowing of lawns in summer, pruning and weed whacking, hand watering trees, repairing board walk and other maintenance items. They would also be responsible for vandalism as it occurs. This would free up staff to spend more time at other County facilities.

**RECOMMENDATION:**

Approve a ten (10) year lease of the Euclid Linear Park to The Saginaw Bay Conservancy for the operation and up keep of the park.

Cc: Mike Gray  
Tom Hickner

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**Saginaw Basin  
Land Conservancy**

*Preserving land. Protecting water. Sustaining life.*

P.O. Box 222  
Bay City, MI 48707-0222

September 11, 2012

Thomas L. Hickner  
Bay County Executive  
Bay County Building  
515 Center Avenue, Suite 401  
Bay City, Michigan 48708-5125

Re: Letter of Interest in Euclid Linear Park

Dear Mr. Hickner,

Thank you for the potential opportunity to become the owner and steward of the Euclid Linear Park. We have been working to investigate the conditions on the land, and have begun drafting elements of a stewardship plan that would ultimately see the Park become a new nature preserve for the community. A summary document outlining our potential plan of action is enclosed. We feel our track record, capability, existing portfolio of projects, programming, and our passion for conservation and education will demonstrate that by trusting the Conservancy with the Park, the County would be taking a positive step.

Our organizational mission statement is: "To conserve land and water resources to promote sustainable communities and a higher quality of life in the Saginaw Bay Watershed." As a result, while there are many diverse ecosystems in our watershed, wetlands are our special focus. They play a crucial role in the Great Lakes freshwater ecosystem and serve to provide habitat for hundreds of native species of bird, plant, mammal, and reptile. They reduce runoff pollution and flood risk by absorbing stormwater, slowing down its release into the lakes and rivers. By slowing down stormwater, they give pollutants and debris a chance to settle to the bottom, actually cleaning the water before it gets into the Bay. Preserving wetlands also provides habitat for birds and animals as they also improve water quality and provide areas for recreation. In short, wetlands conservation serves many of our organizational goals.

The Conservancy works to protect, manage and steward many critical lands. We fight invasive species, clean up pollution and garbage, and restore native plants. We maintain 10 local nature preserves that are freely open to the public, every day of the year, forever. These properties are filled with trails, incredible wetland, upland, and woodland habitat, and abundant wildlife. In addition, the Conservancy holds 69 conservation easements on approximately 5,400 total acres throughout our watershed. These easements were secured by partnering with willing landowners using market-based tools.

The challenges facing the Saginaw Bay Watershed are many, and they are not from any one point of neglect, but from a collective set of circumstances. The Conservancy is a non-profit, non-governmental, member-supported community, and we serve this vast area, addressing these challenges head-on, with a small, dedicated staff of conservationists who do so because they love this place and its role in the livelihood of Michigan.

The SBLC has an extensive volunteer network, a proven track record of working with local units of government and private landowners, and strong relationships with other conservation groups. The SBLC also owns and stewards a nature preserve that was created after a legal battle between the Environmental Protection Agency and a developer found guilty of violating wetlands protection laws.

In recent years, the Conservancy has investigated several potential urban nature preserve opportunities. While we protect critical lands across our watershed, we feel that protecting a healthy wetland ecosystem in an urban area would give us a new stewardship story to tell. It would provide a new platform for public outreach, increase our visibility, provide a new and exciting venue for conservation education programming, and provide us with a local, urban home. While other properties have been made available to us through purchase or grant, we have not yet found the right property to execute this vision until we were connected with the Euclid Linear Park.

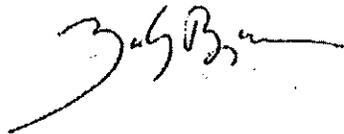
We are confident that with our resources and supporters, we can actually enhance the value of the property to the community by creating a new nature preserve, all while helping to reduce the burden of government by taking responsibility for the land off the shoulders of the County.

The Conservancy's Land Stewardship Committee and Board of Directors have authorized staff to explore the possibility of accepting the Euclid Linear Park, pursuing our due diligence with regard to the responsibility of maintaining the site and the necessary improvements and costs we could incur in doing so. While any transfer of title would ultimately require a resolution from the SBLC Board of Directors, we have the confidence of our Board to work with the County to make the project a reality.

In short, the Saginaw Basin Land Conservancy is a willing and capable partner with an objective to grow its visibility, community support, and capability in Bay County and throughout the Saginaw Bay Watershed. This land transfer would help us in many ways and would help the County in many ways. We would improve the quality of the wetland habitat, preserve it forever, and use it to educate the public while continuing to provide a beautiful place of respite for the community. For your consideration, we have provided a simple document identifying our likely plan of action, our stewardship goals for the property, and estimated costs associated with both.

Please do not hesitate to contact me with any questions, comments, or concerns. I am also available to attend any required meetings, to make a formal presentation to the County Board of Commissioners or any subcommittee thereof, or engage the County in any other way you see fit to move this potential project along.

Thank you sincerely for this opportunity,



Zachary Branigan, AICP, LEED-AP  
Executive Director

ZB  
enclosure

**BAY COUNTY BOARD OF COMMISSIONERS**

**3/12/13**

**RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (3/5/13)
- WHEREAS, The Saginaw Bay Land Conservancy has expressed interest in the Euclid Linear Park and wish to take over maintenance and upkeep of the Park and wish to make some changes; and
- WHEREAS, Changes identified include planting more native plants and treating invasive species with herbicides, improved signage and updates to some of the existing signs; and
- WHEREAS, The Conservancy would maintain the trails, board walk bridge, view tower and parking lot as well as remove the concrete debris that had been dumped by contractors many years ago in the unused area of the park; and
- WHEREAS, The County would realize a savings from not being responsible for snow removal, mowing of lawns, pruning, weed whacking, hand watering trees, repairs to board walk, and other maintenance items and staff will be free to devote more time at other County facilities; and
- WHEREAS, The Conservancy would also be responsible for vandalism as it occurs; and
- WHEREAS, This arrangement would be covered by a 10 year lease with the Saginaw Bay Conservancy; Therefore, Be it
- RESOLVED That the Bay County Board of Commissioners approves a ten (10) year lease for the operation and upkeep of the Euclid Linear Park with the Saginaw Bay Land Conservancy; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute said Lease on behalf of Bay County following legal review and approval; Be It Further
- RESOLVED That related budget adjustments, if required, are approved.

KIM COONAN, CHAIR  
AND COMMITTEE

Bldgs & Grnds - Euclid Linear Park  
MOVED BY COMM. \_\_\_\_\_

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

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

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

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

-19-



**BAY COUNTY  
BUILDINGS & GROUNDS DIVISION**

**Thomas L. Hickner**  
County Executive

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

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

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

**DATE:** FEBRUARY 14, 2013

**RE:** FAIRWAY MOWER ESTIMATE

**REQUEST:**

Approve request to purchase a Fairway mower ONLY in the event we have a catastrophic failure in the mower at the Bay County Golf Course.

**BACKGROUND:**

The existing Fairway mower is 13 years old with 4800 hours is beyond its life expectancy. If we lose the hydraulic system or engine, costs could exceed \$12,000. This is one of the most frequently used piece of equipment on the Golf Course.

**ECONOMICS:**

We would not have to put an RFP out because the companies we would use for Quotes use MiDeal which is the lowest price we would get. Purchasing is in agreement with this option. Estimated cost would be approximately \$43,000 for a new machine. Funding to come from General Fund.

**RECOMMENDATION:**

Approve purchase of a new Fairway mower ONLY in the event we have a catastrophic failure in the mower at the Bay County Golf Course. We will continue to do our best to keep the mower running for another season.

**Cc:** Mike Gray  
Crystal Hebert  
Tim Watkins  
Brent Golk  
Frances Horgan

**BAY COUNTY BOARD OF COMMISSIONERS**

**3/12/13**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (3/5/13)

WHEREAS, The existing Fairway mower at the Bay County Golf Course is 13 years old with 4,800 hours and is beyond its life expectancy and is one of the most frequently used pieces of equipment at the Golf Course; and

WHEREAS, Depending on the nature of the repair (hydraulic system or engine), repair costs could exceed \$12,000; and

WHEREAS, The estimated cost of a new mower is \$43,000 and it would not be necessary to put out an RFP since the companies the County would utilize for quotes use MI-Deal, which provides the lowest price available to the county; Therefore; Be It

RESOLVED By the Bay County Board of Commissioners that only in the event of catastrophic failure of the mower, authorization is granted to purchase a new Fairway mower at a cost not to exceed \$43,000, monies to come from Fund Balance; Be It Further

RESOLVED That all efforts to keep the current mower functioning for the 2013 golf season will be made.

KIM COONAN, CHAIR  
AND COMMITTEE

Golf Course - Mower

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

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

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

VOTE TOTALS:

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

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_

AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_



Thomas L. Hickner  
Bay County Executive



**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) 895-4003  
FAX (989) 895-4014  
TDD (989) 895-4049

**To:** Kim Koonan, Chairman, Ways and Means Committee

**From:** Tracy Metcalfe, Community Health Educator/Analyst

**Date:** February 27, 2013

**RE:** Request Permission to Fundraise for the Relay for Life

**BACKGROUND:** The Bay County Health Department will be participating as a vendor in American Cancer Society's Relay for Life this year in July. In addition to the Health Department's presence at the Relay for Life event, Bay County Health Department staff would like to support the Relay for Life through fundraising. Fundraising efforts would consist of having a monthly 'Jeans Days' for a donation, a pop can drive and possibly holding a potluck for health department staff in which donations will be collected.

**FINANCE AND ECONOMICS:**

There is no financial cost to the County.

**RECOMMENDATION:**

The Bay County Health Department recommends approval to raise money to supports the efforts for Relay for Life.

**CC:** Barbara MacGregor, Health Director  
Thomas Hickner, County Executive  
Martha Fitzhugh, Corporation Counsel  
Michael Gray, Administrative Services  
Crystal Hebert, Finance Director  
Tim Quinn, Personnel and Employee Relations

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**BAY COUNTY BOARD OF COMMISSIONERS**

**3/12/13**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (3/5/13)

WHEREAS, The Bay County Health Department will be participating as a vendor in American Cancer Society's Relay for Life in July 2013; and

WHEREAS, In addition to the Health Department's presence at the Relay for Life event, Bay County Health Department staff would like to support the Relay for Life through fundraising; and

WHEREAS, Fundraising efforts would consist of having monthly "Jeans Days" for a donation, a pop can drive and a possible potluck for Health Department staff for which donations will be collected; and

WHEREAS, There is no financial cost to the County; Be It Further

RESOLVED By the Bay County Board of Commissioners that authorization is granted for the Bay County Health Department to conduct fundraisers for the Relay for Life, to include "Jeans Days", pop can drive and possible Health Department potluck.

KIM COONAN, CHAIR  
AND COMMITTEE

Health Dept. - Relay for Life Fundraisers

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

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

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

VOTE TOTALS:

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

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

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

**BAY COUNTY  
DEPARTMENT OF  
ENVIRONMENTAL AFFAIRS  
& COMMUNITY DEVELOPMENT**

515 Center Avenue, Suite 501  
Bay City, Michigan 48708

Phone 989-895-4135  
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<http://www.baycounty-mi.gov>



**TOM HICKNER**  
County Executive

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

Community Initiatives  
Geographic Information Systems  
Gypsy Moth Suppression Program  
Mosquito Control  
Saginaw Bay Coastal Initiative (SBCI)  
Transportation Planning

**MEMORANDUM**

**DATE:** February 27, 2013

**TO:** Commissioner Kim Coonan, Chair  
Ways & Means Committee

**FROM:** *LO* Laura Ogari, Director  
Environmental Affairs & Community Development

**RE:** Request Authorization to Apply for Grant Funds; Foundation Grants and Michigan Coastal Zone Management (CZM) for Boardwalk to Beach at the Bay City State Recreation Area (BCSRA)

---

**Background:**

Bay County has worked with the Michigan Department of Natural Resources (DNR) for years to help clean and enhance the historical beachfront at the Bay City State Recreation Area (BCSRA) as an important environmental and economic feature for our region. Recently we have received preliminary approval by DNR that DNR supports the construction of a board walk to the beach and maintenance of a new sandy beachfront area near the existing play-scape. DNR as landowner has agreed to apply for all the necessary permits but has requested that Bay County be responsible for all construction costs. Discussions with DNR are continuing but agreement has been reached that DNR would support our grant application to CZM for funding assistance in the construction of the boardwalk to the beach.

**Finance & Economics:**

A local match of 1:1 is required for the CZM grant funding and we propose to use our Buildings and Grounds staff to build the boardwalk and use these labor costs as part of the in-kind match. However we intend to seek full match dollars through other local funding sources such as the Saginaw Bay Watershed Initiative Network (WIN) and the Bay Community Foundation to cover all other costs. No general funds are requested for this project.

**Recommendation:**

The Director of Environmental Affairs and Community Development requests authorization to apply to the Michigan Coastal Zone Management program and other local funding sources for grant funding towards the construction of the boardwalk to the beach at the Bay City State Recreational Area. Also recommendation is made for the Board chair to be authorized to sign related grant documents and budget adjustments as necessary. The grant will be reviewed and coordinated with Bay County Corporation Council.

**cc:** Tom Hickner  
Marty Fitzhugh  
Mike Gray  
Deanne Berger  
Crystal Hebert  
Rick Pabalis



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF NATURAL RESOURCES  
LANSING



KEITH CREAGH  
DIRECTOR

February 19, 2013

Laura Ogar, Director  
Bay County Environmental Affairs &  
Community Development Department  
515 Center Ave., Ste. 501  
Bay City, MI 48708-5124

The Michigan Department of Natural Resources (DNR) Parks and Recreation Division (PRD) supports Bay County's efforts to prepare a Coastal Zone Management (CZM) grant application for a construction project at the Bay City State Recreation Area. This project will construct a boardwalk in order to provide beach and water access to Saginaw Bay. PRD gives authority to Bay County to carry out the implementation of this project on DNR land.

You may contact me at the telephone number below, by sending an e-mail to [lauinger@michigan.gov](mailto:lauinger@michigan.gov), or by writing to me at Bay City State Recreation Area, 3582 State Park Drive, Bay City, MI 48706-1356.

Sincerely,

George Lauinger, Unit Manager  
Bay City State Recreation Area, DNR  
(989) 684-3020

**BAY COUNTY BOARD OF COMMISSIONERS**

**2/12/13**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (2/5/13)

WHEREAS, Bay County (Commissioners and County Executive) have long worked with the Michigan Department of Natural Resources (DNR) to help clean and enhance the historical beachfront at the Bay City State Recreation Area (BCSRA) as an important environmental and economic feature for our region; and

WHEREAS, Preliminary approval has been received by the DNR that the DNR supports the construction of a boardwalk to the beach and maintenanc of a new sandy beachfront area near the existing play-scape; and

WHEREAS, DNR, as landowner, has agreed to apply for all the necessary permits but has requested that Bay County be responsible for all construction costs; and

WHEREAS, Discussions with the DNR are continuing but agreement has been reached that DNR would support Bay County's application to the Coastal Zone Management for funding assistance in the construction of the boardwalk to the beach; and

WHEREAS, A local match of 1:1 is required for the CZM grant funding and it is proposed that Bay County's Buildings and Grounds staff build the boardwalk and that these labor costs be used as part of the in-kind match; and

WHEREAS, It is also intended to seek full match dollars through the Saginaw Bay Watershed Initiative Network (WIN) and the Bay Community Foundation to cover all costs with no general fund dollars being requested; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that the Director of Environmental Affairs and Community Development is authorized to make application to the Michigan Coastal Zone Management program and other local funding sources for grant funding to be used towards the construction of the boardwalk to the beach at the Bay City State Recreational Area; Be It Further

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

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

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

KIM COONAN, CHAIR  
AND COMMITTEE

Env Affairs - CZM Grant - Boardwalk  
MOVED BY COMM. \_\_\_\_\_

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

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

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

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

-26-

**BAY COUNTY DEPARTMENT OF  
ENVIRONMENTAL AFFAIRS  
& COMMUNITY DEVELOPMENT**

515 Center Avenue, Suite 501  
Bay City, Michigan 48708

Phone 989-895-4135  
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**LAURA OGAR, DIRECTOR**  
ogarl@baycounty.net

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

**TOM HICKNER**  
County Executive

**M E M O R A N D U M**

**DATE:** February 27, 2013

**TO:** Commissioner Kim Coonan, Chair  
Ways & Means Committee

**FROM:**  Laura Ogar, Director  
Environmental Affairs & Community Development

**RE:** **Authorization to Apply for Special CZM Grant Funds for Water Trails Planning;  
Filling the Gap in the Lower Saginaw Bay Area; Blueways Trail Project**

**Background:**

There is special funding available from the Michigan Coastal Zone Management (CZM) for the development of Water Trails, also known as Blueways Trails along shoreline areas for small watercraft such as canoes or kayaks. The trails are mapped showing shoreline amenities and special features along the way and distance between access and/or launch sites. There is a growing movement in Michigan to promote the Great Lakes Water Trails, and currently there is a glaring gap in the map along the lower Saginaw Bay and river area. The project will fill this gap, conducting an inventory of existing sites and their amenities such as beach or launch areas, bathroom facilities, parking, and historical or natural features along the way.

We will build on existing GIS data from various resources to populate a Blueways Trail Map of the inner area of the Saginaw Bay and the Saginaw River with enhanced inventory of site facilities, consistent with the statewide Michigan Heritage Blueways template.

The Bay County Environmental Affairs & Community Development Department has facilitated the Saginaw Bay Coastal Initiative (SBCI) for the past six years and has developed a solid working relationship with community representatives in the coastal area along the bay and these other partners will be included to ensure the gap is filled. For example, the project will highlight sites such as Vanderbuilt Park in Tuscola County, the Hampton Township Finn Road campground for overnight stays, the Bay City State Recreational Area, Linwood Road Scenic Outlook, and the Bay County Pinconning Park campground and beach area, and include Arenac County facilities. There are historical sites along the Saginaw River that would also be included for mapping.

Bay County Department of Environmental Affairs and Community Development would be the Applicant, with partners to include: Arenac County, Tuscola County, East Michigan Council of Governments (EMCOG), Saginaw Bay Coastal Initiative (SBCI), Bay County Geographic Information Systems (GIS), Saginaw Bay Watershed Initiative Network (WIN), Saginaw Basin Land Conservancy (SBCL), Land Information Access Association (LIAA) East Coast Paddlers, and the Bay County Historical Society.

**Finance & Economics:**

No general funds will be used or obligated. Match will be in-kind provided by the partners.

**Recommendation:**

The Director of Environmental Affairs and Community Development Department recommends authorization to apply for the CZM Water Trails Grant, and upon favorable review of Corporate Council, the Board Chair be authorized to sign any documentation related to such and all budget adjustments necessary.

cc: Tom Hickner                      Mike Gray                      Crystal Hebert  
Marty Fitzhugh                      Deanne Berger                      Bob Redmond

-27-



**COASTAL ZONE MANAGEMENT PROGRAM**  
**SPECIAL REQUEST FOR WATER TRAILS PLANNING**  
**PROPOSALS PACKAGE**

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# Experience a Great Lakes Perspective of Michigan

## MICHIGAN'S GREAT LAKES *Water Trails*

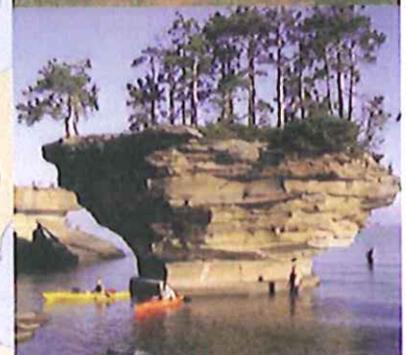
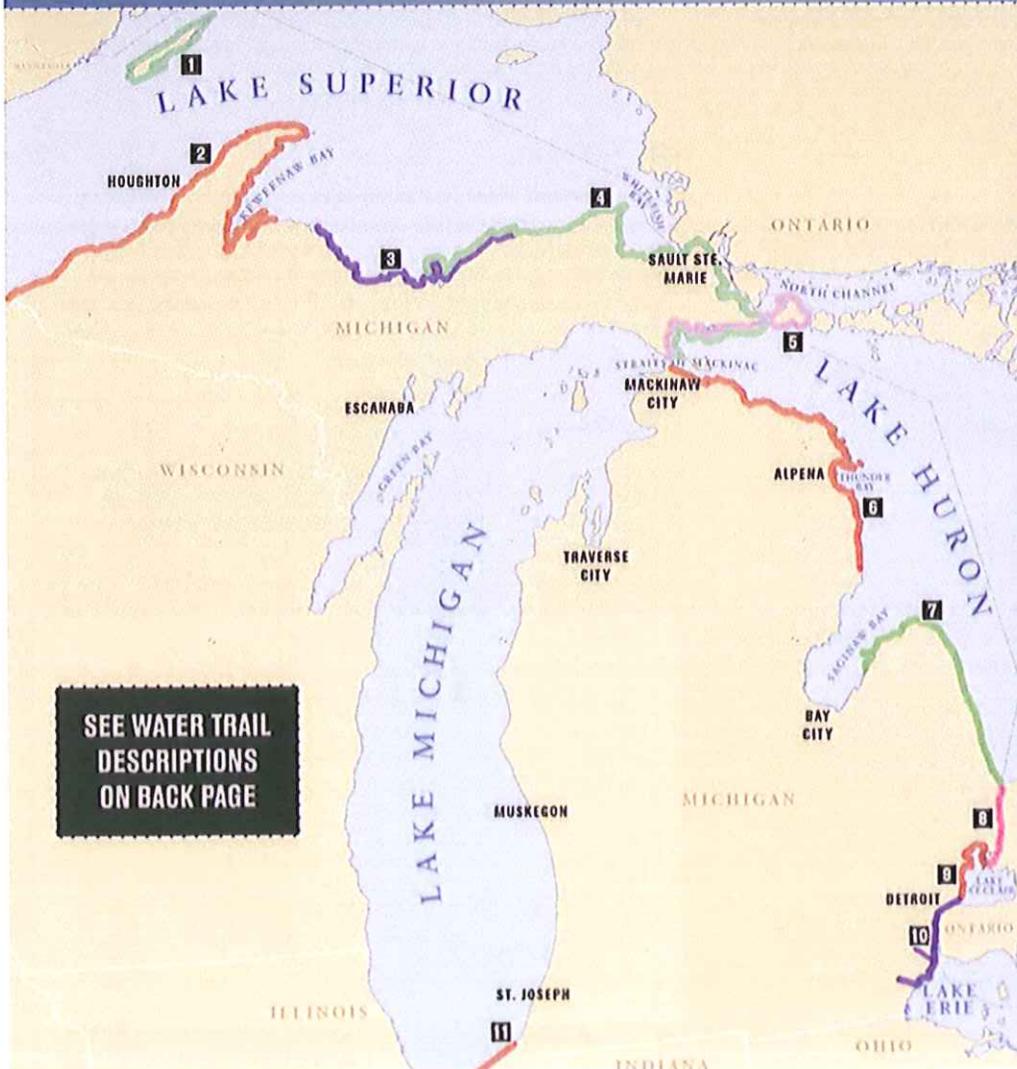
### EXPERIENCE MICHIGAN'S COASTAL WATER TRAILS

Michigan is rich in nearly 4,000 miles of Great Lakes shoreline. This amazing coastline provides outstanding scenery, diverse shoreline habitats, and recreational access to one of the world's greatest systems of freshwater seas.

Sandy beaches and ranging dunes intermingled with vegetated coastal wetlands, rocky cobble shorelines, and other rare and unique habitats. Lighthouses and shipwrecks, harbor towns and bustling waterfront communities awaiting a visit.

Great Lakes Bluewater trails throughout Michigan offer residents and visitors a unique opportunity to explore and experience these coastal natural, historical and cultural resources from the waters of our Great Lakes.

*Journey by waters, visit one today!*





## Michigan Coastal Water Trails

### LAKE SUPERIOR

- 1 Isle Royale National Park Water Trails.** Experienced paddlers can explore dozens of small islands, coves, creeks and inland lakes left by the glaciers and volcanoes that formed Isle Royale. The park allows visitors to see an astounding variety of wildlife in a relatively undisturbed habitat. (906) 482-0984 or [www.nps.gov/isro/planyourvisit/canoe-and-kayak.htm](http://www.nps.gov/isro/planyourvisit/canoe-and-kayak.htm)
- 2 Keweenaw Water Trail.** This trail gives paddlers an opportunity to experience the grandeur of Lake Superior while circling the tip of the Keweenaw Peninsula. Traveling along the peninsula provides not only a ruggedly beautiful view, but also an extended margin of safety, allowing paddlers to move to the nearby shore when the winds and waves of Superior threaten. The trail is a good mix of seclusion interspersed with small, charming towns — great for paddlers seeking wildlife viewing and fishing opportunities with the option to stop in town for a hot meal and shower when needed. (906) 337-4579 or [www.kwta.org](http://www.kwta.org)
- 3 Hiawatha Water Trail.** Running 120 miles from Big Bay to Grand Marais Michigan on Lake Superior's south shore, the Hiawatha Water Trail follows a shoreline paddled by Native Americans, Voyageurs and early European explorers. Experience some of the most scenic paddling available in the Midwest at places such as Pictured Rocks National Lakeshore, Grand Island National Recreation Area, and Hiawatha National Forest. (800) 544-4321 or [www.hiawathawatertrail.org](http://www.hiawathawatertrail.org)

### LAKE HURON

- 4 Great Waters.** Paddling is just one of the great outdoor experiences to be had here. Visit places like the Tahquamenon River, a National Wild and Scenic River, and the Au Train River Trail, a 10-mile route in the Hiawatha National Forest that leads to Lake Superior. (906) 226-1680 or [www.thegreatwaters.com/paddle](http://www.thegreatwaters.com/paddle)
- 5 Les Cheneaux Water Trail.** This trail spans over 75 miles of the northern-most shores of Lake Huron, from the Carp River near St. Ignace through the Les Cheneaux Islands, continuing to De'Tour Village at the mouth of the St. Marys River. (888) 364-7526 or [www.lescheneaux.org/ThingsToDo/canoe\\_kayak.html](http://www.lescheneaux.org/ThingsToDo/canoe_kayak.html)
- 6 Huron Shores Coastal Water Trail.** This trail traverses the Lake Huron coastal waters, connecting the communities of Mackinaw City, Cheboygan, Rogers City, Presque Isle Harbor, Alpena, Ossineke, Black River, Harrisville, Greenbush, Oscoda, East Tawas, Tawas City and Au Gres. Nine State Parks, 10 marinas, and numerous parks, offer a wide variety of access points to Lake Huron. (989) 705-3730 or [www.us23heritageroute.org](http://www.us23heritageroute.org)
- 7 Tip of the Thumb Water Trail.** Experience the beauty, variety and challenges of paddling the 103-mile Lake Huron trail tracing the edge of Huron and Tuscola counties. Half the fun is stopping to visit the towns and villages along the route. Paddlers will find shops, restaurants and community events that will keep them coming back for more of the close-to-home "Up North" experience. (877) 404-7447 or [www.thumbtrails.com](http://www.thumbtrails.com)

### LAKE ERIE, DETROIT RIVER, AND ST. CLAIR CORRIDOR

- 8 Blueways of St. Clair.** Variety is the hallmark of the St. Clair River Blueways trail. There are 16 different paddling routes through eight different bodies of water. The trail runs along the St. Clair River corridor, from Anchor Bay to the northern border of St. Clair county on the Lake Huron coast. Maps are available to print and bring along on your paddling adventure through the blueways website. (810) 989-6950 or [www.bluewaysofstclair.org](http://www.bluewaysofstclair.org)
- 9 Lake St. Clair Coastal Water Trail.** Since the explorer Cadillac arrived by canoe in 1701, Lake St. Clair has remained a recreational attraction. This trail is great for paddlers interested in carrying on that exploration. It features historic sites, launches and landings, routes and points of interest along the Lake St. Clair coast. (313) 410-9431 or [www.miseagrant.com/product\\_p/michu-11-726.htm](http://www.miseagrant.com/product_p/michu-11-726.htm) or [www.tourlakestclair.org](http://www.tourlakestclair.org)
- 10 Detroit Heritage River Water Trail.** See Detroit from a whole new vantage point! This water route is made up of a network of recreational trails along the Detroit, Huron, Raisin, and Rouge rivers. It is designed to encourage small boaters to enjoy the natural, cultural and historical resources offered along these routes. (313) 961-2270 or [www.mac-web.org/Projects/HeritageWaterTrail.htm](http://www.mac-web.org/Projects/HeritageWaterTrail.htm)

### LAKE MICHIGAN

- 11 Lake Michigan Water Trail Segment.** Lake Michigan is particularly friendly to paddlers and non-motorized watercraft because the majority of the shore has some sort of beach available for easy refuge. While this trail is still under construction, more than 75 miles is complete and open on the southern shore of the lake. The current segment goes from New Buffalo to Chicago. Eventually, the trail will circle the entire lake, a 1,200 mile route. [www.lmwt.org](http://www.lmwt.org)

### STATEWIDE

The Michigan Heritage Water Trails provides information on river, lake and canal water trails designed and implemented to foster an interactive historical education experience. (269) 387-3408 or [www.wmich.edu/glcms/watertrails](http://www.wmich.edu/glcms/watertrails)



Michigan Sea Grant helps to foster economic growth and protect Michigan's coastal, Great Lakes resources through education, research and outreach. A collaborative effort of the University of Michigan and Michigan State University, Michigan Sea Grant is part of the NOAA National Sea Grant network of 32 university-based programs.

**BAY COUNTY BOARD OF COMMISSIONERS**

**3/12/13**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (3/5/13)  
 WHEREAS, There is special funding available from the Michigan Coastal Zone Management (CZM) for the development of Water Trails, also know as Blueways Trails along shoreline areas for small water craft such as canoes or kayaks; and  
 WHEREAS, The trails are mapped showing shoreline amenities and special features along the way and distance between access and/or launch sites; and  
 WHEREAS, There is a growing movement in Michigan to promote the Great Lakes Water Trails and currently there is a glaring gap in the map along the lower Saginaw Bay and river area; and  
 WHEREAS, The project will fill this gap, conducting an inventory of existing sites and their amenities such as beach or launch areas, bathroom facilities, parking, and historical or natural features along the way; and  
 WHEREAS, Existing GIS data from various resources will be used to populate a Blueways Trail Map on the inner area of the Saginaw Bay and the Saginaw River with enhanced inventory of site facilities, consistent with the statewide Michigan Heritage Blueways template; and  
 WHEREAS, The Bay County Environmental Affairs & Community Development Department has facilitated the Saginaw Bay Coastal Initiative (SBCI) for the past six years and has developed a solid working relationship with community representatives in the coastal area along the bay and these other partners will be included to ensure the gap is filled; and  
 WHEREAS, The Bay County Department of Environmental Affairs & Community Development would be the applicant with partners to include: Arenac County, Tuscola County, East Michigan Council of Governments (EMCOG), Saginaw Bay Coastal Initiative (SBCI), Bay County Geographic Information Systems (GIS), Saginaw Bay Watershed Initiative Network (WIN), Saginaw Basin Land Conservancy (SBLC), Land Information Access Association (LIAA), East Coast Paddlers, and the Bay County Historical Society; and  
 WHEREAS, No general fund money will be used or obligated as the required match will be in-kind provided by the partners; Therefore, Be It  
 RESOLVED That the Bay County Board of Commissioners authorizes the Director of Environmental Affairs & Community Development to make application for the CZM Water Trails Grant; Be It Further  
 RESOLVED That the Chairman of the Board is authorized to execute the grant documents (application, grant award, all related required documents) on behalf of Bay County following legal review/approval; Be It Further  
 RESOLVED That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Finally  
 RESOLVED That related budget adjustments, if required, are approved.

KIM COONAN, CHAIR  
 AND COMMITTEE

Env Affairs - Blueways Trail Project

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

SUPPORTED BY COMM.

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

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

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

**Analysis of General Fund Unreserved/Undesignated Fund Balance 2013**

Report Date: 2/26/2013

| Description                                                             | Journal Number | 2,013 Fund Balance |
|-------------------------------------------------------------------------|----------------|--------------------|
| Estimated Unaudited Assigned Fund Balance or (Deficit) 12/31/2012       |                | \$5,006,615        |
| Reverse previous years Committed Fund Balance *                         |                | \$0                |
|                                                                         |                | <hr/>              |
| Assigned Fund Balance or (Deficit)                                      |                | \$5,006,615        |
|                                                                         |                | <hr/>              |
| 2013 Budgeted Surplus /(Deficit)                                        |                | \$92,309           |
| <hr/>                                                                   |                |                    |
| <b>BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH FEBRUARY 2013</b>       |                |                    |
| Budget for Pinconning Park grant                                        | 13-01-0005     | \$10,000           |
| Budget for Prosecutor and courts document management, workflow analysis | 13-02-0133     | -\$30,000          |

FEBRUARY 26, 2013

Assigned Fund Balance or (Deficit) 2/26/2013

---

-20,000  

---

\$5,078,924

**THOMAS L. HICKNER**  
Bay County Executive

**FINANCE DEPARTMENT**  
Bay County Building  
515 Center Avenue, Suite 701  
Bay City, MI 48708-5128



**CRYSTAL A. HEBERT**  
Finance Officer  
[hebertc@baycounty.net](mailto:hebertc@baycounty.net)

**KIMBERLY A. PRIESSNITZ**  
Assistant Finance Officer  
[priessnitzk@baycounty.net](mailto:priessnitzk@baycounty.net)

**TO:** Kim Coonan, Chairperson  
Ways & Means Committee

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

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

**DATE:** February 26, 2013

**REQUEST:**

Please place this memo on the March 5, 2013, agenda for your committee's information.

**BACKGROUND:**

On February 6, 2013, an e-mail was sent requesting departments to contact their grantor agencies to confirm their level of grant funding for the current year. As stated previously, the Finance Department would request monthly updates from these departments regarding their grant funding status and then provide a status update to your committee at your monthly meeting.

**ECONOMICS:**

As of the date of this missive, the following are the updates to the previous correspondence:

1. The state grantor agencies that have responded to department's requests indicate that funding levels for the State Grants with regard to fiscal year 2012 and/or 2013 appear to have no changes.

**RECOMMENDATION:**

To receive.

**c:** Tom Hickner  
Michael Gray  
Marty Fitzhugh  
Kim Priessnitz  
Tim QuInn

THOMAS L. HICKNER  
Bay County Executive

FINANCE DEPARTMENT  
Bay County Building  
515 Center Avenue, Suite 701  
Bay City, MI 48708-5128



CRYSTAL A. HEBERT  
Finance Officer  
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KIMBERLY A. PRIESSNITZ  
Assistant Finance Officer  
[priessnitzk@baycounty.net](mailto:priessnitzk@baycounty.net)

To: Kim Coonan  
Ways and Means Committee

From: Crystal Hebert *CH*  
Finance Officer

Date: February 26, 2013

Re: Golf Course Fund Cash Advance

**Background:**

Bay County Golf Course Fund has been experiencing declining revenues and increasing expenditures causing a significant decrease in unrestricted net assets over the past six years. As a result of operations, it is projected in early spring 2013, the Bay County Golf Course Fund will have a negative cash balance. The attached slides illustrate this decline along with the stated cash balance projections.

**Economics/Finance:**

Facilitate a temporary, interest free, cash advance up to \$25,000 from Bay County General Fund to the Bay County Golf Course Fund to cover any potential operational cash flow deficits until the season is in full swing. This cash advance will be returned to the Bay County General Fund mid-season 2013.

**Recommendations:**

I am recommending that the Ways and Means Committee approve the temporary, interest free, General Fund cash advance up to \$25,000 to the Bay County Golf Course Fund. Around mid-season, 2013, the cash advance will be repaid to the Bay County General Fund. Please forward same to the full Board for their consideration and approval.

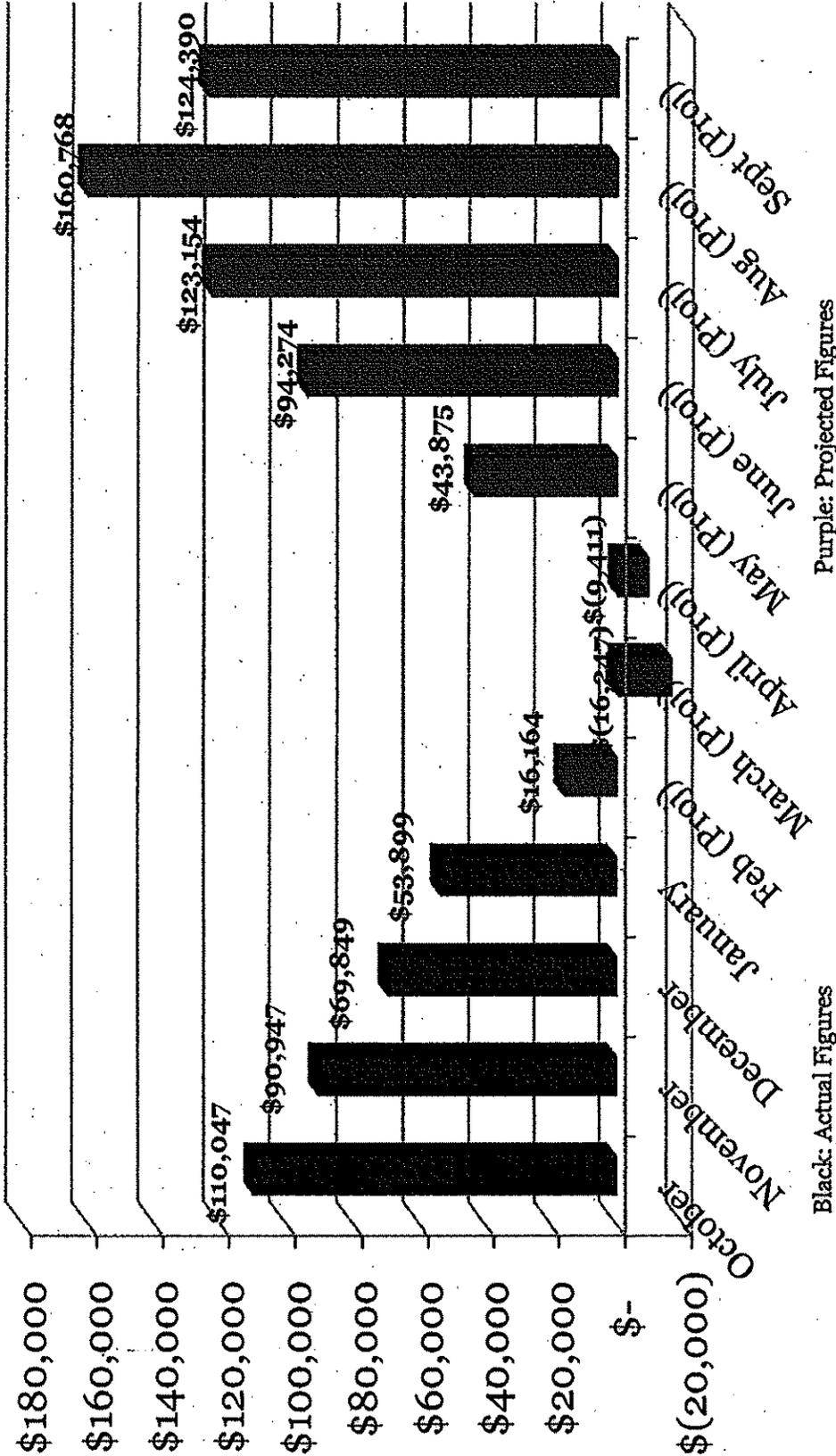
C. Tom Hickner  
Michael Gray  
Brent Goik  
Richard Brzezinski  
Robert Redmond  
Kim Priessnitz



October 16, 2012

# Golf Course Cash

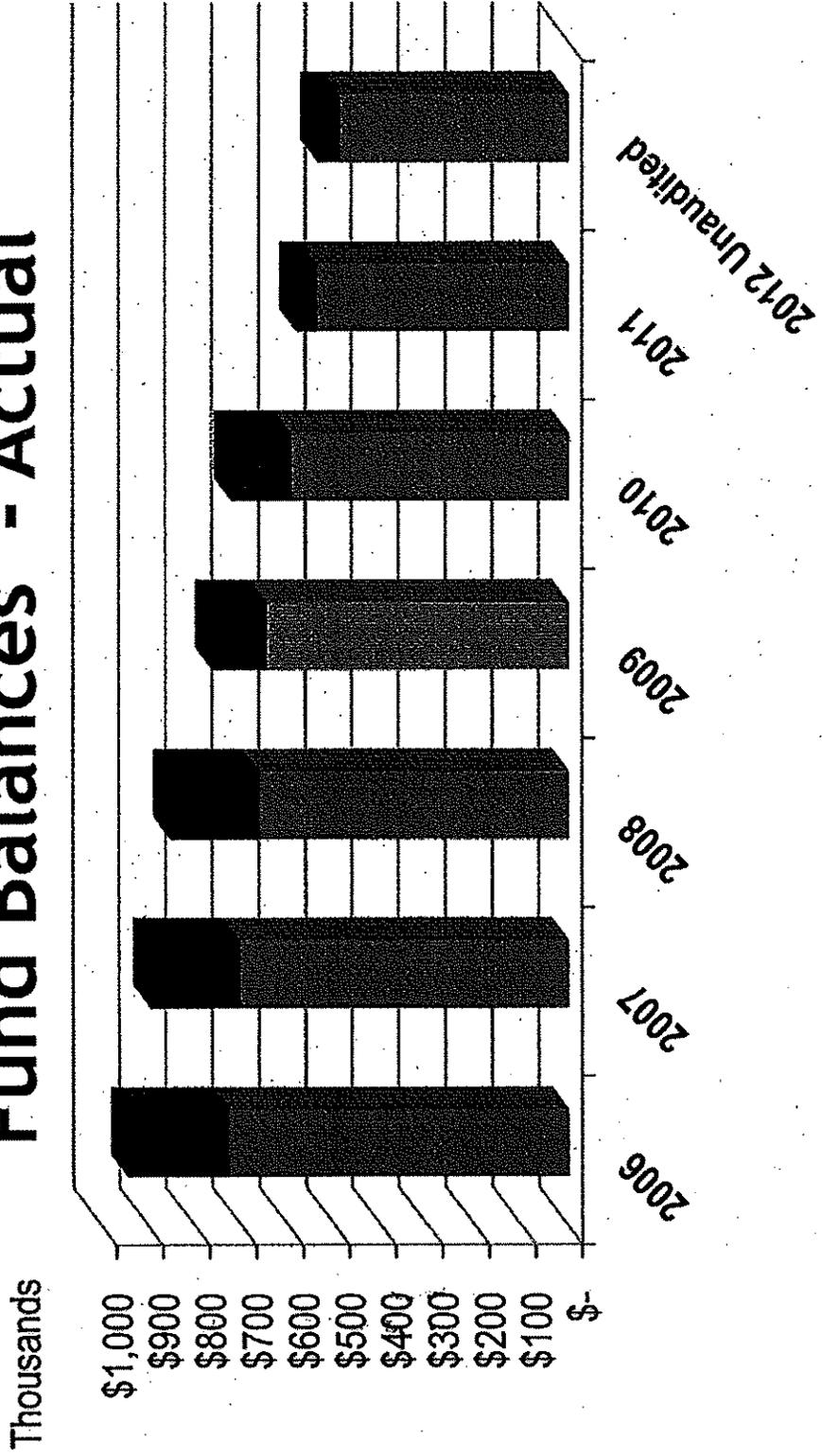
(Operational Cash and Investments)





February 4, 2013

# Golf Course Fund Balances - Actual



**Black: Unrestricted**      **Grey: Investment in Capital Assets**

**BAY COUNTY BOARD OF COMMISSIONERS**

**3/12/13**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (3/5/13)

WHEREAS, The Bay County Golf Course Fund has been experiencing declining revenues and increasing expenditures causing a significant decrease in unrestricted net assets over the past six (6) years; and

WHEREAS, As a result of operations, it is projected in early spring 2013, the Bay County Golf Course Fund will have a negative cash balance; and

WHEREAS, It is recommended that a temporary, interest free cash advance up to \$25,000 from Bay County General Fund to the Bay County Golf Course fund be authorized to cover any potential operational cash flow deficits until the golfing season is in full swing; and

WHEREAS, This cash advance will be returned to the Bay County General Fund mid-season; Therefore, BE It

RESOLVED That the Bay County Board of Commissioners authorizes a temporary, interest free General Fund cash advance up to \$25,000 to the Bay County Golf Course Fund with the cash advance to be repaid to the Bay County General Fund around mid golf season 2013; Be It Further

RESOLVED That related, required budget adjustments are approved.

KIM COONAN, CHAIR  
AND COMMITTEE

Golf Course - Cash Advance to Golf Course Fund

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

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

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

VOTE TOTALS:

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

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

BAY COUNTY

DEPARTMENT OF  
ENVIRONMENTAL AFFAIRS  
& COMMUNITY DEVELOPMENT

615 Center Avenue, Suite 501  
Bay City, Michigan 48708

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TOM HICKNER  
County Executive

LAURÁ OGAR, DIRECTOR  
ogarl@baycounty.net

Community Initiatives  
Geographic Information Systems  
Gypsy Moth Suppression Program  
Mosquito Control  
Saginaw Bay Coastal Initiative (SBCI)  
Transportation Planning

## MEMORANDUM

DATE: January 30, 2013

TO: Commissioner Kim Coonan, Chair  
Ways & Means Committee

FROM: *Lo* Laura Ogar, Director  
Environmental Affairs & Community Development

RE: Request Authorization to Apply to Coastal Zone Management for Boardwalk to Beach

---

### Background:

Bay County (Commissioners and Executive) have long worked with the Michigan Department of Natural Resources (DNR) to help clean and develop the beach area as an important environmental and economic feature for our region. Recently we have received preliminary approval by DNR to construct a boardwalk to the beach. DNR as landowner has agreed to apply for all the necessary permits but has requested that Bay County be responsible for all construction costs. Discussions with DNR are continuing but agreement has been reached that DNR would support our grant application to the Coastal Zone Management for funding assistance in the construction of the boardwalk to the beach.

### Finance & Economics:

A local match of 1:1 is required for the CZM grant funding and we propose to use our Buildings and Grounds staff to build the boardwalk and use these labor costs as part of the in-kind match. However we intend to seek full match dollars through the Saginaw Bay Watershed Initiative Network (WIN) and the Bay Community Foundation to cover all our costs. No general funds are requested for this project.

### Recommendation:

The Director of Environmental Affairs and Community Development requests authorization to apply to the Michigan Coastal Zone Management program for grant funding towards the construction of the boardwalk to the beach at the Bay City State Recreational Area. Also recommendation is made for the Board Chair to be authorized to sign related grant documents and budget adjustments as necessary. The grant will be reviewed and coordinated with Bay County Corporation Council.

cc: Tom Hickner  
Marty Fitzhugh  
Mike Gray  
Deanne Berger  
Crystal Hebert  
Rick Pabalis

- 38 -

We believe this is a very innovative project with high potential to promote our local environmental attractions. CZM grant applications are due by the end of March, 2013.

**Economics:** The total project amount is \$40,000.00. CZM is a 50/50% matching grant. We envision a number of potential local partners may wish to be part of the project and contribute to the match, reducing the County commitment.

The Bay County Historical Society is planning an internet-based GIS program for locating maritime sites. Curator Ron Bloomfield has agreed to commit \$5,000 he will be spending on this as in-kind match and we then will include his program in the app which we believe will be very popular with the public.

We are in discussion with the Saginaw Watershed Initiative Network and believe that they would consider a grant application from the County for this. Similarly an application can be made to the Bay Area Community Foundation.

Other potential partners include the Great Lakes Bay Convention and Visitors Bureau and Bay Future. A meeting held earlier this week could not be attended due to illness but we are following through with those discussions.

It is our recommendation that Bay County commit up to \$10,000.00 toward the CZM match, to be reduced if sufficient other grants and/or stakeholders agree to participate.

**Recommendation:** Authorize Bay County to work with Spicer Group to submit grant applications to the Coastal Zone Management Program and appropriate local foundations including WIN and the Bay Area Community Foundation for development of a natural/historic/tourism features cell phone app; authorize the Board Chairman to sign any and all necessary documents subject to review as to form by Corporation Counsel; authorize and commit up to \$10,000.00 from fund balance to go toward the 50% CZM match.

Mr. Eggers will be in attendance at Ways & Means to answer your questions.

|     |                 |                |                |
|-----|-----------------|----------------|----------------|
| cc: | Tom Hickner     | Robert Redmond | Rob Eggers     |
|     | Crystal Hebert  | Laura Ogar     | Marty Fitzhugh |
|     | Dave Engelhardt | Dirk Westbury  | Ron Bloomfield |
|     | Nick Wilcox     | Rick Pabalis   | Brent Goik     |
|     | Bob Metcalfe    | Dan Tomczak    |                |

**BAY COUNTY BOARD OF COMMISSIONERS**

**2/12/13**

**RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (2/5/13)
- WHEREAS, Rob Eggers, Spicer Group who has been doing recreation planning and grants, including the successful NOAA AOC grant, contacted Bay County Administration about a grant opportunity that would provide funding to develop a cell phone application (app) which individuals could access to gain information on Bay County events and sites of interest; and
- WHEREAS, The app would include natural features such as parks and recreation sites and events held at them; tourism information such as events along the river, festivals, dry floor shows at the Civic Arena, etc.; historic sites including Center Avenue and maritime historical sites and events along the Saginaw River and Bay; and
- WHEREAS, Working with GIS, this app would be written with three (3) separate versions: one for Android phones, one for Apple I phones and one for Apple I pads and, at this time, the app is envisioned as being a free download; and
- WHEREAS, In order to qualify for Coastal Zone funds there needs to be a strong connection to coastal waterways and it is believed this is a very innovative project with high potential to promote our local environmental attractions; and
- WHEREAS, The total project amount is \$40,000 (CZM is a 50/50% matching grant) and Bay County Administration anticipates a number of potential partners may wish to be part of the project, i.e. Bay County Historical Society; Saginaw Watershed Initiative Network, Great Lakes Bay Convention and Visitors Bureau and Bay Future, Inc.; and
- WHEREAS, County Administration recommends that Bay County commit up to \$10,000 toward the CZM match, to be reduced if sufficient other grants and/or stakeholders agree to participate; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners authorizes Bay County Administration to work with Spicer Group to submit grant applications to the Coastal Zone Management Program and appropriate local foundations including WIN and the Bay Area Community Foundation for development of a natural/historic/tourism features cell phone app; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute any and all grant documents (application, grant award, all related required documents) on behalf of Bay County following legal review/approval; Be It Further
- RESOLVED That Bay County commits up to \$10,000 from Fund Balance to go toward the 50% CZM local match; Be It Further
- RESOLVED That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Finally
- RESOLVED That related budget adjustments, if required, are approved.

KIM COONAN, CHAIR  
AND COMMITTEE

Admin Serv - CZM Grant - Nature/Historic/Tourism App

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

**SUPPORTED BY COMM.**

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

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

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

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**NOTICE**

There is a job vacancy in the **BAY COUNTY PERSONNEL AND BENEFITS OFFICE.**

**JOB TITLE: Employee Health Educator/Analyst**  
**RATE OF PAY: \$1,524.80/biweekly entry, progressing to \$1,751.20/biweekly after 3 years (PB06)**

In accordance with the Agreement between the County of Bay and the Bay County Association of Managers, Professionals and Supervisors (B.C.A.M.P.S.), qualified County employee applicants may first be considered.

**General Summary:**

Reports directly to Benefits Supervisor, indirectly to Personnel Director. This position is key in driving two goals: (1) increasing the overall health and wellness of employees and their families through education and support and (2) curbing the ever-increasing cost to the County and to employees of providing quality health care by implementing quality control systems and eliminating waste.

**1. Provide education to employees and their families.**

- Work with health care vendors and third party administrator to suggest cost effective prescription coverage.
- Monthly newsletter to employees (email) to provide tips and wellness information.
- Provide periodic updates to County Executive and Board of Commissioners.

**2. Ensure PPACA Compliance.**

- Monitoring and coordination of adherence to PPACA standards.
- Monitor 30 hour limit on part-time employees.
- Additional accounting duties as required to ensure compliance.

**3. In conjunction with local health care providers and/or Wellness Clinic, follow up on a voluntary basis (HIPPA compliant) with patients.**

- Develop and follow up on after-care recommendations.
- Track metrics and make recommendations.

**4. Organize wellness events.**

- In conjunction with other entities, conduct periodic health fairs, lunch and learns.
- Weight management programs.
- Develop strategic alliances with other entities, e.g. BAISD, Delta, SVSU.

**5. Promote exercise programs.**

- Community Center, Civic Arena, Golf Course.
- Tie into other existing events (5K, 10K runs already in community).
- Joint venture with City and or BAISD (shared services, shared cost).

**6. Liaison with Community Health Educators and Health Department.**

- Coordinate efforts with Bay County Health Department personnel.

**7. Develop, maintain, and promulgate appropriate metrics of wellness initiatives and take corrective action.**

- Establish baseline measurement
- Cost
- Participation
- Claims

**8. Develop and facilitate employee participation groups on health care issues.**

**9. All other duties as assigned by Benefits Supervisor or Personnel Director.**

The above statements are intended to describe the general nature of work being performed by people assigned this classification. They are not to be construed as an exhaustive list of all job duties performed by personnel so classified.

**Qualifications:**

**Required:**

- Bachelor's degree from an accredited college in one of the following disciplines (not in any order of preference):
  - Business,
  - Political Science / Public

**Preferred:**

- MBA or MSA or related Master's degree.
- Public speaking in previous employment job responsibilities.
- Experience in fitness and/or wellness centers.

- 4 / -

- Administration,
  - o Communications, or
  - o Health Education
- Strong written and oral communications skills (test may be required, including developing and delivering a short presentation).
- Knowledge of Word, PowerPoint, and Excel.
- Ability to work flexible hours, as required.
- Operator's license and reliable transportation (within the County).
- Two college level accounting classes.
- Dietary education or training
- Quality training or experience (such as Six Sigma or value stream mapping).
- Two years' experience in health – related field.
- Good analytical abilities.
- Must be self-starter.

**Physical Qualifications (with or without reasonable accommodations):**

Lifting and transporting materials and equipment weighing up to 30 pounds. Part-time sitting, standing, and being mobile.

Make application online at [www.baycounty-mi.gov](http://www.baycounty-mi.gov) or in person/via US Mail at the Bay County Personnel Department, 515 Center Avenue, Suite G102, Bay City, Michigan 48708-5121, no later than **4:00 p.m. Tuesday, March 5, 2013.**

**AN EQUAL OPPORTUNITY EMPLOYER**

"BAY COUNTY DOES NOT DISCRIMINATE ON THE BASIS OF HANDICAPPED STATUS IN ADMISSION OR ACCESS TO, OR TREATMENT OR EMPLOYMENT IN, ITS PROGRAMS AND ACTIVITIES."