HUMAN SERVICES COMMITTEE

A G E N D A

TUESDAY, JUNE 15, 2010

4:30 P.M. OR IMMEDIATELY FOLLOWING PERSONNEL/JUDICIAL COMMITTEE MEETING

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

I CALL TO ORDER

II ROLL CALL

1- 3 III MINUTES (5/18/10)

IV PUBLIC INPUT

V PETITIONS AND COMMUNICATIONS

5- 6 A. Assistant County Executive for Recreation/Administrative Services - Michigan Natural Resources Trust Fund Application for Land Acquisition Adjacent to Pinconning Park **(Seeking authorization to pursue purchase of property; retain Spicer Group to develop grant application; approve $3,500 budget transfer from Fund Balance; pursue possible match sources; authorize Board Chair to sign required documents; schedule public hearing in July - proposed resolution attached. NOTE: If purchase of property is not possible, nothing else would be pursued. This resolution will be included on 6/15/10 Board agenda)**

7- 8 B. Recreation/Civic Arena - Project Cool Inc., Bay County Community Foundation Endowment Fund **(Seeking acceptance of Bay County Community Foundation Endowment Fund award in the amount of $6,485 for Project Cool Ice; authorization for Board Chair to sign required documents; approval of any required budget adjustments - proposed resolution attached)**

9-10 C. Public Health Services Manager - Co-Sponsorship of 2010 Relay for Life w/Bay Regional Medical Center **(Seeking authorization to co-sponsor Relay for Life fund raiser with funds going to American Cancer Society to promote breast cancer awareness/education; authorization for Board Chair to sign required documents - proposed resolution attached. This resolution will be included on 6/15/10 Board agenda)**

11-24 D. Director, Center Ridge Arms - 2010 Operating Budget **(Seeking approval of budget for submission to HUD; authorization for Board Chair to sign required documents)**

E. Director of Division on Aging **(Verbal update - receive)**

1. Fraud Alert issued by Centers for Medicare and Medicaid re rebate checks under Medicare Part D

2. Upcoming summer programs through Division on Aging

VI REFERRALS

VII UNFINISHED BUSINESS

VIII NEW BUSINESS

IX MISCELLANEOUS

X ADJOURNMENT

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

HUMAN SERVICES COMMITTEE

MINUTES

MEETING OF THE HUMAN SERVICES COMMITTEE ON TUESDAY, MAY 18, 2010, in the Commission Chambers, Fourth Floor, Bay County Building, 515 Center Avenue, Bay City, MI 48708.

Call to order @ 4:04 p.m. by Chair Duranczyk.

Roll call:

MOTION NO.

COMMISSIONERS PRESENT		1	2	3	4	5	6	7	8	9	10	11
MICHAEL J. DURANCZYK, CHAIR	P	Y	Y	Y	Y							
VAUGHN J. BEGICK, VICE CHAIR	P	Y	Y	Y	Y							
PATRICK H. BESON	P	Y	Y	Y	Y							
ERNIE KRYGIER	P	M/Y	Y	S/Y	S/Y							
KIM COONAN	P	Y	S/Y	Y	Y							
EUGENE F. GWIZDALA	P	S/Y	M/Y	M/Y	M/Y							
BRIAN K. ELDER, EX OFFICIO	P	Y	Y	Y	Y							

MOTION NO.

COMMISSIONERS PRESENT	12	13	14	15	16	17	18	19	20	21	22
MICHAEL J. DURANCZYK, CHAIR											
VAUGHN J. BEGICK, VICE CHAIR											
PATRICK H. BESON											
ERNIE KRYGIER											
KIM COONAN											
EUGENE F. GWIZDALA											
BRIAN K. ELDER, EX OFFICIO											

MOTION NO.

COMMISSIONERS PRESENT	23	24	25	26	27	28	29	30	31	32	33
MICHAEL J. DURANCZYK, CHAIR											
VAUGHN J. BEGICK, VICE CHAIR											
PATRICK H. BESON											
ERNIE KRYGIER											
KIM COONAN											
EUGENE F. GWIZDALA											
BRIAN K. ELDER, EX OFFICIO											

OTHERS PRESENT: C.MAILLETTE, D.TILLEY, T.HICKNER, M.GRAY, M.FITZHUGH, T.QUINN, K.RUBIS, J.STRASZ, N.MADAJ, R.REDMOND, BAY 3 TV, D.BERGER

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

MOTION NO.

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

1 MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE APRIL 20, 2010 HUMAN SERVICES COMMITTEE MEETING AS PRINTED.

Public input was called with no one wishing to address the Committee.

Kristina Rubis, Region VII Representative, addressed the Committee about the Aging and Disability Resource Center (ADRC), a collaborative effort between the Administration of Aging and the Center for Medicare and Medicaid Services, whose goal is to streamline access to long term care services and support for consumers of all ages and income levels, disabilities and to their families, caregivers and friends. ADRC is available in 45 states and territories. Michigan's vision is to provide trusted information so consumers are able to make educated decisions based upon their values, culture and preferences regarding their long term care needs. In many communities, services are administered by several agencies and have complex and often duplicated intakes, assessments and eligibility requirements. This can often be difficult and frustrating. A single no wrong door approach to a coordinated system of information and access for all persons seeking long term care support needs minimizes confusion, enhances individual choice and supports informed decision making. The Area Agencies and Aging and the Center for Independent Living Facilities are mandated partners for the state initiative. For our 10 county region, there are two Centers for Independent Living Facilities so an ADRC has been developed named East Central Michigan Aging and Disability Resource Center which is a decentralized model that starts at the county level and will be built by partners who can provide services. Mrs. Rubis also reported that 6/10/10 is Older Michiganians Day at the State Capitol. June 2nd is Senior Health and Fitness Day at the Riverside Center beginning at 11:45 a.m. Information will be available, gift drawings and a meal will follow the presentation and an RSVP is required.

2 **MOVED, SUPPORTED AND CARRIED TO RECEIVE THE REPORT.**

Commissioner Beson reported on the excellent operation of Region VII and how that agency's exemplary performance is viewed by the State Office of Services to the Aging. This agency's performance is a model for other agencies to follow. Kudos to Region VII.

3 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE AGREEMENT W/NORTHEAST MICHIGAN COMMUNITY SERVICES AGENCY, INC. (HEALTH DEPARTMENT).**

Commissioner Beson advised of the upcoming Vintage Days in Kawkawlin on Friday, Saturday and Sunday and invited everyone to come and enjoy the festivities. Proceeds will be used for park development/improvements.

Committee Chair Duranczyk spoke to the recent tire collection sponsored by Bay County Mosquito Control. This was a huge success and a trailer full of tires was collected. Mosquito Control did an excellent job. He also reported of the recently held Boy Scout Jamboree held at Pinconning Park. Everyone had a great time, staff was great and the grounds looked great.

There being no further business, it was

4 **MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:15 P.M.).**

Submitted by:

Deanne Berger

Deanne Berger
Board Coordinator

BAY COUNTY
Administrative Service

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

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Bay City, Michigan 48708

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Thomas L. Hickner
County Executive

ANIMAL CONTROL
Michael Halstead, Manager
halsteadm@baycounty.net

BUILDINGS & GROUNDS
Richard Pabalis, Superintendent
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INFORMATION SYSTEMS
Robert Super, Director
superr@baycounty.net

PURCHASING
Frances Horgan, Purchasing Agent
horganf@baycounty.net

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

MEMORANDUM

DATE: June 9, 2010

TO: Mr. Michael Duranczyk, Chairperson Human Services Committee
Bay County Board of Commissioners

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

SUBJECT: Michigan Natural Resources Trust Fund application for Land acquisition adjacent to Pinconning Park.

Request: Recommend that the Board of Commissioners adopt a resolution authorizing Spicer Group to make an application to the Michigan DNRE for a MNRTF acquisition grant for an 80 acre parcel adjacent to Pinconning Park for a fee of $3,500.00, and that a special meeting of the Board of Commissioners be held June 15, 2010 to consider this recommendation, since time is of the essence.

Background: The County is interested in adding more campsites at Pinconning Park. Demand exceeds current campsites as evidenced by frequent weekly turn aways and full occupancy of the campgrounds. An adjacent 80 acre parcel could be used for development of additional sites and natural areas. The parcel is presently farmland.

Land acquisition is a goal in the 2009-2013 Bay County Community Recreation Plan adopted by the Board of Commissioners.

Economics: The Spicer Group will work with county staff to prepare and submit an MNRTF grant application to MDNRE. Our hope is to make the August 3, 2010 window; an alternative is the April 1, 2011 deadline. August is preferable if the details can be worked out, due to recent mineral royalties received in the MNRTF.

This grant requires a 25% match. There are several sources of possible donated match, which can reduce any contribution from the general fund. An appropriation of $3,500.00 from fund balance is necessary, as no funds presently exist in the appropriate budgets.

Recommendation: Administration requests that the Human Services Committee favorably recommend to a special meeting of the Board of Commissioners on June 15, 2010 that:

1. county staff be authorized to contact the owner of the above described parcel of 80 acres of land adjacent to Pinconning Park to inquire as to their interest in selling to Bay County; if they respond that they are, then,
2. Spicer Group be retained at a not-to-exceed fee of $3,500 to develop the MNRTF grant application, and
3. Approve a budget transfer of $3,500.00 from fund balance, and
4. Authorize Bay County staff to make preliminary contact with possible match sources:
   a. Land owner - partial donation
   b. Don Pero Wildlife Fund
   c. Saganing Board, Chippewa Tribe
   d. Ducks Unlimited
   e. Saginaw Basin Land Conservancy
5. Authorize the Chairman of the Board of Commissioners to sign necessary documents, subject to approval as to form by Corporation Counsel, and
6. Authorize the holding of a required public hearing in July, 2010.

If the owners are not interested, steps 2 through 6 will not be implemented and no funds will be expended.

MKG/ec

cc: Tom Hickner
Tim Quinn
Marty Fitzhugh
Bob Redmond
Laura Ogar
Crystal Hebert
Rick Pabalis
Steve Humphrey
Rob Eggers

No. 2010-

BAY COUNTY BOARD OF COMMISSIONERS

6/15/10

RESOLUTION

BY: HUMAN SERVICES COMMITTEE (6/15/10)

WHEREAS, Bay County is interested in adding more campsites at Pinconning Park as demand exceeds current campsites as evidenced by frequent weekly turn-aways and full occupancy of the campgrounds; and

WHEREAS, A 80 acre parcel of farmland adjacent to the campgrounds could be used for development of additional sites and natural areas; and

WHEREAS, Land acquisition is a goal in the 2009-2013 Bay County Community Recreation Plan adopted by the Bay County Board of Commissioners; and

WHEREAS, Bay County Administration recommends pursuing land acquisition utilizing MNRTF acquisition grant; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that:

1. county staff are authorized to contact the owner of the above described parcel of 80 acres of land adjacent to Pinconning Park to inquire as to their interest in selling to Bay County; if they respond that they are, then,
2. Spicer Group is retained at a not-to-exceed fee of $3,500 to develop the MNRTF grant application, and
3. a budget transfer of $3,500.00 from fund balance is approved, and
4. Bay County staff is authorized to make preliminary contact with possible match sources:
   Land owner - partial donation
   a. Don Pero Wildlife Fund
   b. Saganing Board, Chippewa Tribe
   c. Ducks Unlimited
   d. Saginaw Basin Land Conservancy
5. the Chairman of the Board of Commissioners is authorized to sign necessary documents, subject to approval as to form by Corporation Counsel, and
6. a required public hearing shall be held in July, 2010;

RESOLVED That in the event the owners are not interested in selling the property, steps 2 thru 6 will not be implemented and no funds will be expended.

MICHAEL J. DURANCZYK, CHAIR
AND COMMITTEE

Adm Serv - Pinconning Park Land Acquisition

MOVED BY COMM._____

SUPPORTED BY COMM._____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygier				Eugene F. Gwizdala			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:
ROLL CALL: YEAS_____ NAYS_____ EXCUSED_____
VOICE: YEAS_____ NAYS_____ EXCUSED_____

DISPOSITION: ADOPTED_____ DEFEATED_____ WITHDRAWN_____
AMENDED_____ CORRECTED_____ REFERRED_____

BAY COUNTY
Administrative Services

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

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Thomas L. Hickner
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ANIMAL CONTROL
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INFORMATION SYSTEMS
Robert Super, Director
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PURCHASING
Frances Horgan, Purchasing Agent
horganf@baycounty.net

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

Date: June 9, 2010

TO: Mr. Michael Duranczyk, Chairperson Human Services Committee
Bay County Board of Commissioners

FROM: Brent Goik, Bay County Recreation Supervisor
David Gill, Retail Manager, Bay County Civic Arena

SUBJECT: Project Cool Ice, Bay Area Community Foundation Endowment Fund

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Request: Recommend the Board of Commissioners adopt a resolution authorizing the Bay County Civic Arena endowment money promoting healthy lifestyles with ice skating for Bay County elementary school students.

Background: Project Cool Ice has been used in the past in the amount of $6785 and 1283 students have visited the Bay County Civic Arena. Past and future visits from these students and their families have increased public skating and youth hockey participation.

Economics: The Bay Area Community Foundation has allowed us to these monies once again. We have been allowed $6485.00. The ice time is offered at a discounted price of $1.00.

Recommendation: Administration requests that Board of Commissioners authorize this request to continue on with project "Cool Ice". And authorize the Chairman of the Board of Commissioners to sign necessary documents, subject to approval as to form by Corporation Counsel

cc: Michael K. Gray Tom Hickner
Marty Fitzhugh

No. 2010-

BAY COUNTY BOARD OF COMMISSIONERS

7/13/10

RESOLUTION

BY: HUMAN SERVICES COMMITTEE (6/15/10)

WHEREAS, In the past the Bay Area Community Foundation has provided funding to Bay County in the amount of $6,785 for Project Cool Ice at the Bay County Civic Arena and 1,283 students have visited the Civic Arena; and

WHEREAS, Past and future visits from these students and their families have increased public skating and youth hockey participation; and

WHEREAS, The Bay Area Community Foundation is once again providing funding in the amount of $6,485 for Project Cool Ice; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners graciously accepts the Bay Area Community Foundation Endowment Fund award for Project Cool Ice at the Bay County Civic Arena and authorizes the Chairman of the Board to execute any documents necessary on behalf of Bay County following legal review/approval; Be It Further

RESOLVED That budget adjustments, if required, are approved.

MICHAEL J. DURANCZYK, CHAIR
AND COMMITTEE

Civic Arena - Project Cool Ice

MOVED BY COMM._____

SUPPORTED BY COMM._____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Maillette				Brian K. Elder			
Patrick H. Beson				Ernie Krygier				Eugene F. Gwizdala			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:
ROLL CALL: YEAS_____ NAYS_____ EXCUSED_____
VOICE: YEAS_____ NAYS_____ EXCUSED_____

DISPOSITION: ADOPTED_____ DEFEATED_____ WITHDRAWN_____
AMENDED_____ CORRECTED_____ REFERRED_____

Thomas L. Hickner
Bay County Executive

BAY COUNTY Health Department

Creating A Healthy Environment For The Community

Barbara MacGregor, RN, BSN
Health Director

Joel R. Strasz
Public Health Services Manager

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

To: Michael Duranczyk, Chairman
Human Services Committee

From: Joel R. Strasz
Public Health Services Manager

Date: June 8, 2010

RE: Co-Sponsorship of 2010 Relay for Life with Bay Regional Medical Center

BACKGROUND:

Each year in Bay County, approximately 70-100 women are diagnosed with and up to 20 women die of breast cancer. Breast cancer is the most common cancer among women, accounting for nearly 1 in 3 cancers diagnosed for women in Bay County. To help promote awareness and to educate the community about breast cancer, the Bay County Health Department and Bay Regional Medical Center are co-sponsoring this year's Relay for Life, which will take place on July 24th-25th, 2010 at the Bay County Fairgrounds.

FINANCE AND ECONOMICS:

There are no financial considerations, as there is no cost to the Health Department to co-sponsor this event. The Health Department will also be organizing a Bay County team for interested employees.

RECOMMENDATION:

The Health Department recommends Board approval to co-sponsor this event and upon Corporate Counsel review, Board approval to enter into any agreements related to this event.

CC: Barbara MacGregor, Health Director
Thomas Hickner, County Executive
Michael Gray, Administrative Services
Marty Fitzhugh, Corporation Counsel

JRS

No. 2010-

BAY COUNTY BOARD OF COMMISSIONERS

7/13/10

RESOLUTION

BY: HUMAN SERVICES COMMITTEE (6/15/10)

WHEREAS, Each year in Bay County, approximately 70-100 women are diagnosed with and up to 20 women die of breast cancer; and

WHEREAS, Breast cancer is the most common cancer among women, accounting for nearly 1 in 3 cancers diagnosed for women in Bay County; and

WHEREAS, To help promote awareness and to educate the community about breast cancer, the Bay County Health Department and Bay Regional Medical Center are co-sponsoring this year's Relay for Life, which will take place on July 24th- and 25th, 2010 at the Bay County Fairgrounds; and

WHEREAS, The monies collected through this fund raiser will go to the American Cancer Society; and

WHEREAS, There are no financial considerations to the County, as there is no cost to the Health Department to co-sponsor this event; and

WHEREAS, The Health Department will also be organizing a Bay County team for interested employees; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes the Bay County Health Department, through Barbara MacGregor, to co-sponsor with Bay Regional Medical Center a Relay for Life scheduled for July 24 and 25, 2010 at the Bay County Fairgrounds to raise funds for the American Cancer Society for breast awareness education in Bay County; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute any documents that may be required for this activity on behalf of Bay County.

MICHAEL J. DURANCZYK, CHAIR
AND COMMITTEE

Health Dept - Fund Raising Activity - Relay for Life

MOVED BY COMM._____

SUPPORTED BY COMM._____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mailletto				Brian K. Elder			
Patrick H. Beson				Ernie Krygier				Eugene F. Gwizdala			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:
ROLL CALL: YEAS_____ NAYS_____ EXCUSED_____
VOICE: YEAS_____ NAYS_____ EXCUSED_____

DISPOSITION: ADOPTED_____ DEFEATED_____ WITHDRAWN_____
AMENDED_____ CORRECTED____ REFERRED_____

BAY COUNTY HOUSING DEPARTMENT

Center Ridge Arms, 798 N. Pine, Essexville, Michigan 48732
(989) 895-8191 FAX (989) 895-7419
hayesm@baycounty.net

Marie Hayes
Director

Thomas L. Hickner
County Executive

Memo

TO: **MICHAEL DURANCZYK, CHAIRPERSON**
HUMAN SERVICES COMMITTEE

FROM: **MARIE HAYES, DIRECTOR**
CENTER RIDGE ARMS

RE: **2010 OPERATING BUDGET**

DATE: **June 10, 2010**

BACKGROUND: The attached operating budget is the financial plan for Bay County's Housing Department for 2010 prepared by the Housing Department's fee accountant, Housing Authority Accounting Specialists. This information is required by the US Housing Act of 1937. HUD reviews the budget to determine if the operating plan adopted by Bay County and the amounts proposed are reasonable and that the Housing Department is in compliance with procedures prescribed by HUD. Board approval is requested by HUD.

RECOMMENDATION: Approval and referral to the full Board of Commissioners as required by HUD, plus authorization for the Board Chairman to sign all appropriate documents following legal review.

H:copy of BR\2010operatingbudget.610

-11-

PHA Board Resolution
Approving Operating Budget

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing -
Real Estate Assessment Center (PIH-REAC)

OMB Approval No. 2577-0026
(exp 10/31/2009)

Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may no collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: Bay County Housing Department PHA Code: MI166

PHA Fiscal Year Beginning: 1/1/2010 Board Resolution Number: _____

Acting on behalf of the Board of commissioners of the above-named PHA as its Chairman, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

	Date
Operating Budget approved by Board resolution on:	
Operating Budget submitted to HUD, if applicable, on:	
Operating Budget revision approved by Board resolution on:	
Operating Budget revision submitted to HUD, if applicable, on:	

I certify on behalf of the above-named PHA that:

1. All regulatory and statutory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(f)

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name:	Signature	Date

Previous edition is obsolete

form HUD-52574 (08/2005)

Operating Budget

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0026 (exp. 10/31/2009)

See page four for instructions and the Public reporting burden statement

a. Type of Submission	b. Fiscal year ending	c. No. of months (check one)	d. Type of HUD assisted projects(s)
[x] Original [ ] Revision	12/31/10	[x] 12 months [ ] other (specify)	01 [x] PHA/IHA-Owned Rental Housing 02 [ ] IHA Owned Mutual Help Homeownership 03 [ ] PHA/IHA Leased Rental Housing 04 [ ] PHA/IHA Owned Turnkey III Homeownership 05 [ ] PHA/IHA Leased Homeownership
e. Name of Public Housing Agency/Indian Housing Authority (PHA/IHA) Bay County Housing Department			
f. Address (city, state, zip code) 798 North Pine Road Essexville, MI 48732			
g. ACC Number C-3022	h. PAS/LOCCS Project No. MI166000001D		i. HUD Field Office Detroit, MI
j. No. of Dwelling Units 100	k. No. of Unit Months Available 1200	m. No. of Projects 1	

Line No.	Acct. No.	Description (1)	Actuals Last Fiscal Yr. 2008 PUM (2)	[ ] Estimates [x] or Actual Original Budget Year 2009 PUM (3)	Request Budget Estimates: PHA/IHA Estimates PUM (4)	PHA/IHA Estimates Amount (to nearest $10) (5)	HUD Modifications PUM (6)	HUD Modifications Amount (to nearest $10) (7)
Homebuyers Monthly Payment for								
010	7710	Operating Expense	-	-	-	-		
020	7712	Earned Home Payments	-	-	-	-		
030	7714	Nonroutine Maintenance Reserve	-	-	-	-		
040	Total	Break-Even amount (sum of lines 010, 020 & 030)	-	-	-	-		
050	7716	Excess (or deficit) in Break-Even	-	-	-	-		
060	7790	Homebuyers Monthly Payments-Contra	-	-	-	-		
Operating Receipts								
070	3110	Dwelling Rental	212.10	214.47	212.15	254,580		
080	3120	Excess Utilities	-	-	0.04	50		
090	3190	Nondwelling Rental	-	-	-	-		
100	Total	Rental Income (sum of lines 070, 080 & 090)	212.10	214.47	212.19	254,630		
110	3610	Interest on General Fund Investments	12.91	7.92	10.00	12,000		
120	3690	Other Income	30.48	27.94	26.67	32,000		
130	Total	Operating Income (sum of lines 100, 110 & 120)	255.49	250.33	248.86	298,630		
Operating Expenditures - Administration								
140	4110	Administrative Salaries	65.78	58.70	60.83	73,000		
145	4120	Compensated Absences	-	-	2.08	2,500		
150	4130	Legal Expense	-	-	1.00	1,200		
160	4140	Staff Training	0.35	2.99	3.00	3,600		
170	4150	Travel	1.76	3.77	4.17	5,000		
180	4170	Accounting Fees	3.80	4.02	3.39	4,070		
190	4171	Auditing Fees	4.17	4.33	4.58	5,500		
195	4182	Employee Benefits-Admin	16.19	18.47	18.52	22,220		
200	4190	Other Administrative Expense	24.86	12.91	29.31	35,170		
210	Total	Administrative Expense (sum of lines 140 thru 200)	116.91	105.19	126.88	152,260		
Tenant Services								
220	4210	Salaries	-	-	-	-		
230	4220	Recreation, Publications and Other Services	1.31	0.71	2.00	2,400		
235	4222	Employee Benefits-Tenant Services	-	-	-	-		
240	4230	Contract Costs, Training and Other	2.96	3.83	4.00	4,800		
250	Total	Tenant Services Exp. (sum of lines 220 thru 240)	4.27	4.54	6.00	7,200		
Utilities								
260	4310	Water	23.75	22.86	23.33	28,000		
270	4320	Electricity	23.40	19.51	21.67	26,000		
280	4330	Gas	44.89	39.17	40.83	49,000		
290	4340	Fuel	-	-	-	-		
300	4350	Labor	-	-	-	-		
310	4390	Other Utilities expense	-	-	-	-		
320	Total	Utilities Expense (sum of lines 260 thru 310)	92.04	81.54	85.83	103,000		

Name of PHA/IHA
Bay County Housing Department

Fiscal Year Ending
12/31/10

Line No.	Acct. No.	Description (1)	Actuals Last Fiscal Yr. 2008 PUM (2)	☐ Estimates ☒ or Actual Original Budget Year 2009 PUM (3)	Request Budget Estimates PHA/IHA Estimates PUM (4)	PHA/IHA Estimates Amount (to nearest $10) (5)	HUD Modifications PUM (6)	HUD Modifications Amount (to nearest $10) (7)
Ordinary Maintenance and Operation								
330	4410	Labor	45.46	45.98	42.01	50,410		
340	4420	Materials	23.10	20.49	22.50	27,000		
350	4430	Contract Costs	37.22	43.90	48.75	58,500		
351	4431	Garbage Removal	2.71	1.91	2.92	3,500		
355	4433	Employee Benefits-Maint.	13.70	16.00	16.79	20,150		
360	Total	Ordinary Maint. & Op. Exp. (lines 330 to 355)	122.19	128.28	132.97	159,560		
Protective Services								
370	4460	Labor	-	-		-		
380	4470	Materials	-	-		-		
390	4480	Contract Costs	-	-		-		
395	4482	Employee Benefits-Protective Services	-	-		-		
400	Total	Protective Services Exp. (sum of lines 370 to 395)						
General Expense								
410	4510	Insurance	19.98	19.43	20.29	24,350		
420	4520	Payments in Lieu of Taxes	10.83	11.99	12.63	15,160		
430	4530	Terminal Leave Payments	-	-		-		
440	4550	Compensated Absences	1.51	1.33	2.08	2,500		
450	4570	Collection Losses	0.56	0.30	0.42	500		
460	4590	Other General Expense	-	-		-		
470	Total	General Expense (sum of lines 410 to 460)	32.88	33.05	35.43	42,510		
480	Total	Routine Expense (sum of lines 210, 250, 320, 360, 400 & 470)	368.29	352.60	387.11	464,530		
Casualty Losses								
490	4620	Casualty Losses	-	-		-		
500	Total	Operating Expense (sum of lines 480 & 490)	368.29	352.60	387.11	464,530		
Nonroutine Expenditures								
510	4610	Extraordinary Maintenance	1.85	-	4.17	5,000		
520	7520	Replacement of Nonexpendable Equipment	-	-		-		
530	7540	Property Betterments and Additions	-	-		-		
540	Total	Nonroutine Expend. (sum of lines 510, 520 & 530)	1.85		4.17	5,000		
550	Total	Operating Expenditures (sum of lines 500 & 540)	370.14	352.60	391.28	469,530		
Prior Year Adjustments								
560	6010	Prior Year Adjust. Affecting Residual Receipts	(0.70)	-		-		
Other Expenditures								
570		Deficiency in Residual Receipts at end of preceding fiscal yr.	-	-		-		
580	Total	Operating Expenditures, including prior year adjustments and other expenditures (line 550 + or - line 560 + line 570)	369.44	352.60	391.28	469,530		
590		Residual Receipts (or deficit) before HUD Contributions and provision for operating reserve (line 130 minus line 580)	(113.95)	(102.27)	(142.42)	(170,900)		
HUD Contributions								
600	8010	Basic Annual Contribution Earned-Leased Projects-Current Year	-	-		-		
610	8011	Prior Year Adjustments-(debit) credit	-	-		-		
620	Total	Basic Annual Contribution (line 600 + or - line 610)						
630	8020	Contributions Earned-Op Sub-Current Year (before year end adj.)	160.79	158.53	131.63	157,961	Estimated	
640		Mandatory PFS Adjustments (net)	-	-		-		
650		Other (specify) CFP to Operations	30.10	10.94	14.00	16,800		
660		Other (specify)	-	-				
670		Total Year-end Adj/other (+ or - lines 640 - 660)	30.10	10.94	14.00	16,800		
680	8020	Total Op. Subsidy-cur yr (line 630 + or - line 670)	190.89	169.47	145.63	174,761		
690	Total	HUD Contributions (sum of lines 620 & 680)	190.89	169.47	145.63	174,761		
700		Residual Receipts (or Deficit) (sum of line 590 plus line 690) Enter here and on line 810	76.94	67.20	3.22	3,861		

Name of PHA/IHA	Fiscal Year Ending
Bay County Housing Department	12/31/10

		Operating Reserve	PHA/IHA Estimates	HUD Modifications
		Part I-Maximum Operating Reserve - End of Current Budget Year		
740	2821	**PHA/IHA-Leased Housing - Section 23 or 10(c)** (50% of Line 480, column 5, form HUD-52564)	N/A	

		Part II-Provision for and Estimated or Actual Operating Reserve at Fiscal Year End		
780		Operating Reserve at End of Previous Fiscal Year-Actual for FYE (date) **12/31/2008**	537,732	
790		Provision for Operating Reserve - Current Budget year (check one) ☐ Estimated for FYE ■ Actual for FYE **12/31/2009**	80,636	
800		Operating Reserve at End of Current Budget year (check one) ☐ Estimated for FYE ■ Actual for FYE **12/31/2009**	618,368	
810		Provision for Operating Reserve - Requested Budget year Estimated for FYE (enter amount from line 700) **12/31/2010**	3,861	
820		Operating Reserve at End of Requested Budget Year Estimated for FYE (Sum of lines 800 and 810) **12/31/2010**	622,229	
830		Cash Reserve Requirement- 30 % of line 480	139,359	

Comments

PHA/IHA Approval

Name: Marie Hayes

Title: Executive Director

Signature: _____ Date: _____

Field Office Approval

Name: _____

Title: _____

Signature: _____ Date: _____

Operating Budget
Schedule of All Positions and Salaries

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0026 (exp. 10/31/2009)

See back of page for Instructions and Public reporting burden statement

Name of Housing Authority	Locality	Fiscal Year End
Bay County Housing Department	798 North Pine Road Essexville, MI 48732	12/31/10

Position Title and Name By Organizational Unit and Function	MI1660	Present Salary Rate as of (date) 10/31/09	Requested Budget Year: Salary Rate	Requested Budget Year: Estimated Payment: No. Months	Requested Budget Year: Estimated Payment: Amount	Allocation of Salaries by Program: Managment	Modernization	Development	Section 8 Programs	Other Programs Jericho Hse	Longevity	Method of Allocation
(1)	(1a)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
ADMINISTRATIVE POSTIONS												
HOUSING DIRECTOR - 80 HRS	A-NT	1,794.00	1,860.73	12	48,379	48,380						
RECEPTIONIST/OCCUPANCY CLERK - 80 HRS	A-NT	1,117.08	946.85	12	24,618	24,620						
PAYMENT IN LIEU OF HEATH INS(RECEPTIONIST)	A-NT					-						
OVERTIME	A-NT					-						
TOTAL ADMINISTRATIVE SALARIES/WAGES						73,000						
TENANT SERVICES POSITIONS												
TOTAL TENANT SERVICES SALARIES/WAGES												
MAINTENANCE LABOR												
CUSTODIAN/MAINTENANCE/SECURITY - 80 HRS		1,280.12	1,280.12	12	33,283	33,290						
CUSTODIAN - 58 HRS		11.33	11.35	12	17,113	17,120						
TOTAL MAINTENANCE SALARIES/WAGES						50,410						

To the best of my knowledge, all the information stated herein, as well as any information provided in the accompanlment herewith, is true and accurate.
Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Executive Director or Designated Official | Date

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form HUD-52566 (3/95)
ref. Handbook 7475.1

Operating Budget
Schedule of Nonroutine Expenditures

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0026 (exp. 10/31/2009)

See back of page for Instructions and Public reporting burden statement

Name of Housing Authority	Locality	Fiscal Year End
Bay County Housing Department	798 North Pine Road Essexville, MI 48732	12/31/10

Extraordinary Maintenance and Betterments and Additions (Excluding Equipment Additions)							Equipment Requirements			
				Percent Complete Current Budget Year End	Requested Budget Year			Requested Budget		
Work Project Number	(List Extraordinary Maintenance and Betterments and Additions separately)	Housing Project Number	Total Estimated Cost		Estimated Expenditure in Year	Percent Complete Year End	Description of Equipment Items (List Replacements and Additions separately)	No. of Items	Item Cost	Estimated Expenditure in Year
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
	EXTRAORDINARY MAINTENANCE						**REPLACEMENT OF EQUIPMENT**			
	Misc. Emergency Repairs		5,000		5,000					
	TOTAL EXTRAORDINARY MAINT.		5,000		5,000		TOTAL REPLACEMENT OF EQUIP	0	0	0
	BETTERMENTS-CONTRACTS						**ADDITIONS-EQUIPMENT**			
	TOTAL BETTERMENTS		0		0		TOTAL ADDITIONS	0	0	0

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

form HUD-52567 (3/95)
ref. Handbook 7475.1

Operating Budget
Schedule of Administration
Expense Other Than Salary

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0026 (exp. 10/31/2009)

Public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number. This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income housing program and provides a summary of proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the PHA and the amounts are reasonable and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

Name of Housing Authority	Locality	Fiscal Year End
Bay County Housing Department	798 North Pine Road Essexville, MI 48732	12/31/10

	(1) Description	(2) Total	(3) Management	(4) Development	(5) Section 8	(6) Manor
1	Legal Expense (see special note in instructions	1,200	1,200			
2	Training (list and provide justification)	3,600	3,600			
3	Travel - Trips to conventions and meetings (list and provide justification)	5,000	5,000			
4	Other Travel - Outside area of jurisdiction	-	-			
5	Other Travel - Within area of jurisdiction	-	-			
6	Total Travel	5,000	5,000	-	-	-
7	Accounting	4,070	4,070			
8	Auditing	5,500	5,500			
9	Sundry - Rental of Office Space	-	-			
10	Publications	-	-			
11	Membership Dues and Fees (list organization and amount)	310	310			
12	Telephone, Fax, Electronic Communications	5,300	5,300			
13	Collection Agent Fees and Court Costs	-	-			
14	Administrative Services Contracts (list and provide justification)	22,210	22,210			
15	Forms, Stationary and Office Supplies	1,500	1,500			
16	Other Sundry Expense (provide breakdown)	5,850	5,850			
17	Total Sundry	35,170	35,170	-	-	-
18	Total Administration Expense Other than Salaries	54,540	54,540	-	-	-

To the best of my knowledge, all the information stated herein, as well as any information provided in the accompaniment herewith, is true and acurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Signature of authorized representative & Date

X

form HUD-52571 (3/95)
ref Handbook 7475.1

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Justification / Breakdown:

TRAINING/TRAVEL: DIRECTOR AND COMMISSIONERS:

Training & Travel Costs for Various Organizations
(MHDA, NAHRO, Nan McKay, Etc.)

In-Town Travel

MEMBERSHIP DUES/FEES:

NAHRO	$155
MHDA	$40
PHADA	$115

ACCOUNTING AND AUDITING:

$4000 - Yearly Acctg Fees
$1000 - Supplemental Service (Budgets, Revisions, REAC Submissions)

ADMINISTRATIVE CONTRACTS:

Bay County Treasurer	$19,010
HDS, Inc.	$2,200
RentGrow, Inc.	$1,000

OTHER SUNDRY EXPENSE:

Postage	$700
Misc. Computer Repair/Upgrades	$1,000
Advertising	$1,000
Bank Fees	$150
Other Miscellaneous	$3,000

Operating Budget
Summary of Budget Data And Justifications

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0026 (exp. 10/31/2009)

Public reporting burden for this collection of information is estimated to average 45 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.
This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income housing program and provides a summary of proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the PHA and the amounts are reasonable and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

Name of Housing Authority	Locality	Fiscal Year Ending
Bay County Housing Department	798 North Pine Road Essexville, MI 48732	12/31/10

Operating Receipts
Dwelling Rental. Explain basis for estimate. For HUD-aided low-rent housing, other than Section 23 Leased housing, state amount of latest available total HA monthly rent roll, the number of dwelling units available for occupancy and the number accepted for the same month end. Cite HA policy revisions and economic and other factors which may result in a greater or lesser average monthly rent roll during the Requested Budget Year. For Section 23 Leased housing, state the number of units under lease, the PUM lease price, and whether or not the cost of utilities is included. If not included, explain method for payment of utility costs by HA and/or tenant.

100	Units Available	3 Yr Avg/50-50 Split	-
-	Units Occupied	x Change Factor	1.03
-	Rent Roll		-
-	Avg Monthly Dwelling Rent Per Unit	x Occupany %	100%
			-
		x UMA	1,200
		Dwelling Rental	254,580

Excess Utilities. (Not for Section 23 Leased housing.) Check appropriate spaces in item 1, and explain "Other". Under item 2, explain basis for determining excess utility consumption. For example, Gas: individual check meters at OH-100-1, proration of excess over allowances at OH-100-2, etc. Cite effective date of present utility allowances. Explain anticipated changes in allowances or other factors which will cause a significant change in the total amount of excess utility charges during the Requested Budget Year.

1. Utility Services Surcharged: Gas ☐ Electricity ☐ Other Specify ☐ Water

2. Comments

Miscellaneous Utility Charges 50

Nondwelling Rent. (Not for Section 23 Leased housing.) Complete Item 1, specifying each space rented, to whom, and the rental terms. For example: Community Building Space - Nursery School - $50 per month, etc. Cite changes anticipated during the Requested Budget year affecting estimated Non-dwelling Rental Income.

1.

Space Rented	To Whom	Rental Terms

2. Comments

Interest on General Fund Investments. State the amount of present General Fund investment and the percentage of the General Fund it represents. Explain circumstances such as increased or decreased operating reserves, dwelling rent, operating expenditures, etc., which will affect estimated average monthly total investments in the Requested Budget Year. Explain basis for distribution of interest income between housing programs.

Estimated Investment Income 12,000 (Checking, Savings, CD's)

Other Comments on Estimates of Operating Receipts. Give comments on all other significant sources of income which will present a clear understanding of the HA's prospective Operating Receipts situation during the Requested Budget Year. For Section 23 Leased housing explain basis for estimate or utility charges to tenants.

Misc Chargebacks/Late Charges	20,000	a/c 3690
Misc Non-Tenant Income	12,000	a/c 3690.1
	32,000	

Operating Expenditures

Summary of Staffing and Salary Data

Complete the summary below on the basis of information shown on form HUD-52566, Schedule of All Positions and Salaries, as follows:

Column (1) Enter the total number of positions designated with the corresponding account line symbol as shown in Column (1), form HUD-52566.

Column (2) Enter the number of equivalent full-time positions allocable to HUD-aided housing in management. For example: A HA has three "A-NT" positions allocable to such housing at the rate of 80%, 70% and 50% respectively. Thus, the equivalent full-time positions is two. (8/10 + 7/10 + 5/10).

Column (3) Enter the portion of total salary expense shown in Column (5) or Column (6), form HUD-52566, allocable to HUD-aided housing in management, other than Section 23 Leased housing.

Column (4) Enter the portion of total salary expense shown in Column (5) or Column (10), form HUD-52566, allocable to Section 23 Leased housing in management

Column (5) Enter the portion of total salary expense shown in Column (5) or Column (7), form HUD-52566, allocable to Modernization programs (Comprehensive Improvement Assistance Program or Comprehensive Grant Program).

Column (6) Enter the portion of total salary expense shown in Column (5) or Column (9), form HUD-52566, allocable to Section 8 Programs.

Note: The number of equivalent full-time positions and the amount of salary expense for all positions designated "M" on form HUD-52566 must be equitably distributed to account lines. **Ordinary Maintenance and Operation-Labor, Extraordinary Maintenance Work Projects, and Betterments and Additions Work Projects.**

Account Line	Total Number of Positions (1)	HUD-Aided Management Program: Equivalent Full-Time Positions (2)	Salary Expense: Management (1)	Salary Expense: Longevity (1)	Salary Expense: Modernization Programs (1)	Salary Expense: Section 8 Programs (1)
Administration - Nontechnical Salaries[1]	2	2	73,000	-		
Administration - Technical Salaries[1]						
Ordinary Maintenance and Operation - Labor[1]	2	1.5	50,410	-		
Utilities - Labor[1]						
Other (Specify) (Legal, etc.)[1]						
Extraordinary Maintenance Work Projects[2]						
Betterments and Additions Work Projects[2]						

1 Carry forward to the appropriate line on HUD-52564, the amount of salary expense shown in Column (3) on the corresponding line above. Carry forward to the appropriate line on HUD-52564 (Section 23 Leased Housing Budget), the amount of salary expense shown in Column (4) on the corresponding line above.

2 The amount of salary expense distributed to Extraordinary Maintenance Work Projects and to Betterments and Additions Work Projects is to be included in the cost of each individual project to be performed by the HA Staff, as shown on form HUD-52567.

Specify all proposed new positions and all present positions to be abolished in the Requested Budget Year. Cite prior HUD concurrence in proposed staffing changes or present justification for such changes. Cite prior HUD concurrence in proposed salary increases for Administration Staff or give justification and pertinent comparability information. Cite effective date for current approved wage rates (form HUD-52158) and justify all deviations from these rates.

Travel, Publications, Membership Dues and Fees, Telephone and Telegraph, and Sundry. In addition to "Justification for Travel to Conventions and Meetings" shown on form HUD-52571, give an explanation of substantial Requested Budget Year estimated increases over the PUM rate of expenditures for these accounts in the Current Budget Year. Explain basis for allocation of each element of these expenses.

**** See HUD 52571 for justification/breakdown**

Utilities. Give an explanation of substantial Requested Budget Year estimated increases over the PUM rate of expenditures for each utility service in the Current Budget Year. Describe and state estimated cost of each element of "Other Utilities Expense"

Water	28,000
Electricity	26,000
Gas	49,000
	103,000

Ordinary Maintenance & Operation-Materials. Give an explanation of substantial Requested Budget Year estimated increases over the PUM rate of expenditures for materials in the Current Budget Year.

27,000

Ordinary Maintenance & Operation-Contract Costs. List each ordinary maintenance and operation service contracted for and give the estimated cost for each. Cite and justify new contract services proposed for the Requested Budget Year. Explain substantial Requested Budget Year increases over the PUM rate of expenditure for Contract Services in the Current budget Year. If the PHA has contract for maintenance of elevator cabs, give contract cost per cab.

Garbage Removal 3,500 ** SEPARATE LINE ITEM ON BUDGET

Heating & Cooling Contracts	2,000	Plumbing Contracts	3,500
Snow Removal Contracts	500	Extermination Contracts	1,000
Elevator Maintenance Contracts	8,000	Janitorial Contracts	-
Landscape & Grounds Contracts	1,500	Routine Maint. Contracts	2,000
Unit Turnaound Contracts	3,000	Miscellaneous Contracts	35,000
Electrical Contracts	2,000		
		Total	58,500

Insurance. Give an explanation of substantial Requested Budget Year estimated increases in the PUM rate of expenditures for insurance over the Current Budget Year. Cite changes in coverage, premium rates, etc.

Comm. Package	9,900
Blanket Employee Dishonest	250
Liability	14,200
	24,350

Employee Benefit Contributions. List all Employee Benefit plans participated in. Give justification for all plans to be instituted in the Requested Budget Year for which prior HUD concurrence has not been given.

	Total	Admin	Maint
Fica	9,460	5,600	3,860
Health Insurance	24,140	12,070	12,070
Retirement (VEBA 5%)	4,940	2,420	2,520
Life Insurance	190	120	70
Workers' Compensation - 1.95%	2,410	1,430	980
Sick & Accident Insurance - .56%	460	270	190
Unemployment Compensation - .42%	520	310	210
Other Fringe Benefits/Uniform	250	-	250
	42,370	22,220	20,150
Compensated Absences Estimate	2,500	1,250	1,250

Collection Losses. State the number of tenants accounts receivable to be written off and the number and total amount of all accounts receivable for both present and vacated tenants as of the month in which the estimate was computed.

Estimate 500

Extraordinary Maintenance, Replacement of Equipment, and Betterments and Additions. Cite prior HUD approval or give justification for each nonroutine work project included in the Requested Budget and for those for future years which make up the estimate on form HUD-52570. Justifying information incorporated on or attached to form HUD-52567 need not be repeated here.

Contracts. List all contracts, other than those listed on page 3 of the is form under Ordinary Maintenance & Operation (OMO). Cite the name of the contractor, type of contract, cost of contract, and contract period. Justification must be provided for all contract services proposed for the Requested Budget Year (RBY). Explain substantial RBY increases over the PUM rate of expenditure for these contracts in the Current Budget Year.

Tenant Services:

Rec, Pub. & Other Services	2,400
Contract Costs, Training & Other	4,800

No. 2010-

BAY COUNTY BOARD OF COMMISSIONERS

7/13/10

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (6/15/10)

WHEREAS, The Bay County Housing Department has submitted the 2010 operating budget as prepared by the Housing Department's fee accountant, Housing Authority Accounting Specialists; and

WHEREAS, This information is required by the US Housing Act of 1937; and

WHEREAS, HUD reviews the budget to determine if the operating plan adopted by Bay County and the amounts proposed are reasonable and that the Housing Department is in compliance with procedures prescribed by HUD; and

WHEREAS, Prior to this submittal, approval of the Bay County Board of Commissioners is requested by HUD; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners hereby approves 2010 operating budget for the Bay County Housing Department (Center Ridge Arms) and authorizes submittal to HUD; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute all appropriate documents required by HUD on behalf of Bay County following legal review/approval.

BRIAN K. ELDER, CHAIR
AND COMMITTEE

Housing-2010OperatingBudget

MOVED BY COMM._____

SUPPORTED BY COMM._____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Maillette				Brian K. Elder			
Patrick H. Beson				Ernie Krygier				Eugene F. Gwizdala			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:
ROLL CALL: YEAS_____ NAYS_____ EXCUSED_____
VOICE: YEAS_____ NAYS_____ EXCUSED_____

DISPOSITION: ADOPTED_____ DEFEATED_____ WITHDRAWN_____
AMENDED_____ CORRECTED____ REFERRED_____