

**WAYS AND MEANS COMMITTEE  
AGENDA  
TUESDAY, MAY 3, 2011**

**4:00 P.M.**

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

PAGE NO.

- I CALL TO ORDER
- II ROLL CALL
- 1-4 III MINUTES (4/5/11)
- IV PUBLIC INPUT
- V PETITIONS AND COMMUNICATIONS
- 5-6 A. Bay County Sheriff - Patrol Vehicle Proceeds (Seeking return of proceeds from sale of patrol vehicles to the Sheriff's vehicle budget - proposed resolution attached)
- B. Register of Deeds
- 7-8 1. Independent Contractors (Seeking authorization to contract with three independent contractors for indexing project through December 2012; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached)
- 9-12 2. Card Scanning Project (Seeking authorization contract with Graphic Sciences to scan index into digital images and index and create PDF searchable files at a cost of \$.25/page totaling up to \$9,200; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached)
- 13-16 3. High Density Roller shelf System and Double Face Roller Shelf Desk (Seeking authorization for acquisition/installation of new system at a cost of \$64,780; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached)
- C. Bay County Executive - 2011-2012 Budget (County Executive will address at meeting)
- D. Director of Recreation and Administrative Services (Note: Mr. Gray will be attending the Great Lakes Regional Homeland Security Conference and Expo and has designated various staff to speak to the following requests)
- 17-19 1. Additional Contract Work, Region 3 Homeland Security Planning Board (Seeking approval of listed contractual arrangements; authorization for Board Chair to sign; approval of required budget adjustments - proposed resolution attached. Leonard Norman will explain/answer questions.)
- 20-21 2. Shared Recreation Services (Seeking authorization to hire Spicer Group for an inventory of local public recreation facilities and programs; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached. Robert Redmond will explain/answer questions.)

- 22-24 3. Cooperative Office Supply Purchasing (Seeking authorization to pursue cooperative office supply purchases with interested local cities, townships, school district; authorization for Board Chair go sign required documents; approval of required budget adjustments - proposed resolution attached. Frances Horgan will explain/answer questions.)
- 25-26 4. Annual Maintenance Renewal - Tyler-Munis Software (Seeking approval of Maintenance renewal agreement; authorization for Board Chair to sign; approval of required budget adjustments - proposed resolution attached. ISD staff will explain/answer questions.)
- 27-28 E. Health Director - Environment Health Fees (Seeking establishment and adoption of proposed licensing fees for Pawnbroker, Secondhand Dealer, Scrap Dealer and re-inspection - proposed resolution attached)
- F. Director of Division on Aging
- 29-30 1. Fund Raising for Memorial; Acceptance of Donations (Seeking approval of fund raising efforts for a memorial garden in memory of Tammy Stratton and Paul Pabalis; approval to accept monetary gifts and material donations for project; approval of required budget adjustments - proposed resolution attached)
- 31-32 2. Letter of Intent for FY 2011 Funding (Seeking authorization to submit letter of intent for FY 2011/2012 funding; authorization to prepare/submit grant application; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached)
- G. Finance Director
- 33-40 1. Budget Adjustments (Approval required)
- 41 2. Analysis of General Fund Equity 2011 (Receive)
- 42 3. Executive Directive #2007-11 Update (Receive)
- 43-45 H. Mid-Michigan Community Action Agency - Community Services Block Grant (CSBG) (Seeking Commission support for Community Services Block Grant funding) [Note: While a letter of support was requested, I have drafted a proposed resolution of support which can be sent to our area legislators, attached]

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

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

**WAYS AND MEANS COMMITTEE  
MINUTES**

MEETING OF THE BAY COUNTY WAYS AND MEANS COMMITTEE HELD ON TUESDAY, APRIL 5, 2011, FOURTH FLOOR, BAY COUNTY BUILDING.

CALL TO ORDER BY VICE 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
ERNIE KRYGIER, CHRMN		E	X	C	U	S	E	D					
KIM COONAN, V.CHRMN.	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
MICHAEL J. DURANCZYK	P	M/Y	Y	Y	S/Y	Y	Y	S/Y	Y	Y	M/Y	S/Y	Y
BRANDON KRAUSE	P	Y	Y	S/Y	Y	S/Y	Y	Y	S/Y	Y	Y	M/Y	Y
VAUGHN J. BEGICK	P	Y	Y	Y	Y	Y	S/Y	Y	Y	Y	Y	Y	Y
JOE DAVIS	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
TOM RYDER	P	Y	M/Y	Y	Y	M/Y	Y	Y	M/Y	M/Y	Y	Y	M/Y
CHRISTOPHER RUPP	P	S/Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
DONALD J. TILLEY, EX OFFICIO	P	Y	SY	M/Y	M/Y	Y	M/Y	M/Y	Y	S/Y	M/Y	Y	S/Y

		MOTION NO.											
COMMISSIONERS PRESENT:		13	14	15	16	17	18	19	20	21	22	23	24
ERNIE KRYGIER, CHRMN		E	E	E	E	E	E	E	E	E	E		
KIM COONAN, V.CHRMN.		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		
MICHAEL J. DURANCZYK		S/Y	Y	Y	S/Y	Y	Y	Y	Y	S/Y	M/Y		
BRANDON KRAUSE		Y	M/Y	S/Y	Y	Y	S/Y	Y	Y	Y	Y		
VAUGHN J. BEGICK		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		
JOE DAVIS		Y	Y	Y	Y	S/Y	Y	Y	Y	Y	Y		
TOM RYDER		Y	Y	Y	Y	Y	M/Y	S/Y	M/Y	Y	Y		
CHRISTOPHER RUPP		Y	Y	Y	Y	Y	Y	Y	S/Y	Y	Y		
DONALD J. TILLEY, EX OFFICIO		M/Y	S/Y	M/Y	M/Y	M/Y	Y	M/Y	Y	M/Y	S/Y		

		MOTION NO.											
COMMISSIONERS PRESENT:		25	26	27	28	29	30	31	32	33	34	35	36
ERNIE KRYGIER, CHRMN													
KIM COONAN, V.CHRMN.													
MICHAEL J. DURANCZYK													
BRANDON KRAUSE													
VAUGHN J. BEGICK													
JOE DAVIS													
TOM RYDER													
CHRISTOPHER RUPP													
DONALD J. TILLEY, EX OFFICIO													

OTHERS PRESENT: T.HICKNER, M.GRAY, M.FITZHUGH, C.HEBERT, T.QUINN, J.MILLER, B.GOIK, M.MARCHLEWICZ, D.ENGELHARDT, B.SHORT, K.MEAD, L.NORMAN, C.ISWORSKI, R.PABALIS, F.HORGAN, R.REIMANN, T.PUTT, R.REDMOND, S.MURPHY, BAY 3 TV, D.BERGER

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**WAYS AND MEANS COMMITTEE  
TUESDAY, APRIL 5, 2011  
PAGE 2**

**MOTION NO.**

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

- 1** **MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF MARCH 1, 2011, AS PRINTED.**

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

The District Court request for authorization to make application for grant funding for the Treatment Court was considered and it was

- 2** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE GRANT APPLICATIONS FOR TREATMENT COURT GRANT FUNDING (DISTRICT COURT).**

A proposed amendment to the 2010-11 Child Care fund budget was explained by Marge Marchlewicz, Probate Court Administrator. Following brief discussion, it was

- 3** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION APPROVING AMENDMENT TO THE 2010-2011 CHILD CARE FUND BUDGET (PROBATE COURT).**

- 4** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION AUTHORIZING PURCHASE OF A PRINTER FOR THE REGISTER OF DEEDS' OFFICE.**

- 5** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION APPROVING THE NEW WORLD SOFTWARE MAINTENANCE AGREEMENT (911 CENTRAL DISPATCH).**

- 6** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION APPROVING THE MOTOROLA SERVICE AGREEMENT (911 CENTRAL DISPATCH).**

- 7** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION APPROVING THE PROPOSED WIRELESS EMERGENCY NOTIFICATION SYSTEM (WENS) (911 CENTRAL DISPATCH).**

- 8** **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE UPGRADE TO 911 RECORDING SYSTEM (911 CENTRAL DISPATCH).**

**WAYS AND MEANS COMMITTEE  
TUESDAY, APRIL 5, 2011  
PAGE 3**

**MOTION NO.**

- 9**            **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE APPROPRIATION (\$15,265) AND PURCHASE OF A STEAM HEAT EXCHANGER FOR THE BAY COUNTY LAW ENFORCEMENT CENTER (BUILDINGS AND GROUNDS).**
- 10**           **MOVED, SUPPORTED AND CARRIED TO RECEIVE THE LETTER FROM THE DIRECTOR OF ENVIRONMENTAL AFFAIRS/COMMUNITY DEVELOPMENT AND REFER REPORT ON GREAT LAKES RESTORATION INITIATIVE TO THE 4/12/11 BOARD MEETING.**
- 11**           **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PURCHASE OF THREE (3) NEW COMPUTERS AND SOFTWARE FOR MOSQUITO CONTROL.**
- 12**           **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE 2010 ORTHOPHOTOGRAPHY PROJECT (ENVIRONMENTAL AFFAIRS-GIS).**
- 13**           **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE HOUSING REHABILITATION GRANT APPLICATION (MSHDA).**
- 14**           **MOVED, SUPPORTED AND CARRIED TO RECEIVE THE REQUESTS RELATIVE TO COMMUNITY CENTER PROGRAMS (POOL, GYM FLOOR, SUMMER RECREATION PROGRAM) AND REFER TO THE 4/12/11 BOARD MEETING.**
- 15**           **MOVED, SUPPORTED AND CARRIED TO CONCUR WITH THE SHERIFF'S APPROVAL OF TUITION REIMBURSEMENT FOR LT. TROY CUNNINGHAM.**
- 16**           **MOVED, SUPPORTED AND CARRIED RECEIVE TUITION REIMBURSEMENT FOR DANIEL DICKS.**
- 17**           **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED BUDGET ADJUSTMENTS.**
- 18**           **MOVED, SUPPORTED AND CARRIED TO RECEIVE ANALYSIS OF GENERAL FUND UNRESERVED/UNDESIGNATED FUND BALANCE 2011.**
- 19**           **MOVED, SUPPORTED AND CARRIED TO RECEIVE EXECUTIVE DIRECTIVE #2007-11.**
- 20**           **MOVED, SUPPORTED AND CARRIED TO RECEIVE THE HANDWRITTEN CHECK REPORT.**

**WAYS AND MEANS COMMITTEE  
TUESDAY, APRIL 5, 2011  
PAGE 4**

**MOTION NO.**

**21            MOVED, SUPPORTED AND CARRIED TO RECEIVE THE LETTER FROM THE BAY COUNTY FAIR BOARD RESCINDING THEIR REQUEST FOR A SECOND OPINION ON THE GRANDSTAND ROOF.**

Commissioner Begick gave a report on the recent Michigan Association of Counties Legislative Conference which he attended in March. The Governor is not backing down on his position on many of his proposals including revenue sharing. MAC is looking into obtaining cost figures on the operation of courts in Michigan so Bay County may be contacted in the near future.

Board Chair Tilley noted the upcoming Chamber sponsored meeting with the City of Bay City where collaboration and consolidation will be discussed.

Commissioner Duranczyk advised of the upcoming Mayor's Scholarship Dinner which will be held 5/7/11 at the Cheese House in Pinconning. 16 scholarships will be given this year. He invited the Commissioners to attend.

Board Chair Tilley gave praise to the Bay City Western High School Boys' Basketball Team who fell 4 points short of taking the State title. He attended the game and spoke of the community pride for the team.

Commissioner Begick advised of a fundraiser 4/10/11 for the Boy Scouts. It will be at 5 p.m. at the Kingfish, tickets are \$20.

There being no further business, it was

**22            MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:40 P.M.).**

Submitted by:

*Deanne Berger*

Deanne Berger  
Board Coordinator

*-2/-*

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

Michael T. Janiskee  
Undersheriff

Newt Jerome  
Jail Administrator



**TO:** Ernie Krygler  
Chairman of Ways & Means

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

**DATE:** April 13, 2011

**REF.:** Patrol Vehicle Proceeds

**Request:**

Due to the increase cost of patrol vehicles, I am requesting, that the proceeds from the sale of patrol vehicles be returned to the vehicle budget for the purchase of new patrol vehicles.

**Finance/Economics:**

In our 2011 budget, funds are available for vehicle purchase under 10131500 & 10131600 – 98100, however the information in the price of vehicles was not available at that time of the budget input.

**Recommendations:**

I am requesting the committee's approval and authorizations of this request of proceeds and upon approval(s) to make the necessary budget adjustments. Thank you for your cooperation.

**CC:** Undersheriff Michael T. Janiskee  
Deanne Berger, Board Coordinator  
Crystal Hebert, Finance Director  
Kim Prlessnitz, Budget Supervisor  
File Copy

La/W&M.PatVehProceeds

**BAY COUNTY BOARD OF COMMISSIONERS**

**05/10/11**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (5/3/11)

WHEREAS, Due to the increased cost of patrol vehicles, the Bay County Sheriff is requesting that proceeds from the sale of patrol vehicles be returned to the Sheriff Department vehicle budget for the purchase of new patrol vehicles; and

WHEREAS, While funds are available in the Sheriff Department 2011 budget for vehicle purchase, pricing information was not available at the time of budget preparation and the costs have increased; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the return of patrol vehicle sale proceeds to the Sheriff Department 2011 vehicle budget; Be It Further

RESOLVED That related budget adjustments required are approved.

ERNIE KRYGIER, CHAIR  
AND COMMITTEE

Sheriff Dept - 2011 Vehicle Sale Proceeds

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

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

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

**VOTE TOTALS:**

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

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

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

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

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515 Center Ave., Suite 102  
Bay City, MI 48708  
www.baycounty-mi.gov/rod

*Victoria L. Roupe*  
Bay County Register of Deeds

**JILL M. BICHORN**  
Chief Deputy Register of Deeds  
Phone (989) 895-4228  
Fax (989) 895-4296  
TDD (989) 895-4049

April 16, 2011

TO: Ernie Krygler, Chair  
Ways & Means Committee

FROM: Vicki Roupe *Vicki Roupe*  
Register of Deeds

SUBJECT: **INDEPENDENT CONTRACTORS**

**Request:**

Requesting approval to extend the contracts with independent contractors until December of 2012.

**Background:**

In the past approval was granted to hire up to three independent contractors for an ongoing indexing project covering the period from 1958 to 1984 and this contract will be expiring June of 2011. The Register of Deed's Office would like to continue contracting with independent contractors to complete this very complex project. Requesting approval to extend the contracts until December of 2012 with a cost not to exceed \$40,000.00.

**Economics:**

Funds for this indexing project to come from the automation fund.

**Recommendation:**

Authorize the Register of Deeds to contract with three independent contractors until December of 2012 and approve any necessary budget adjustments pertaining to this project.



**BAY COUNTY BOARD OF COMMISSIONERS**

**05/10/11**

**RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (5/3/11)
- WHEREAS, The Bay County Board of Commissioners previously granted approval to the Register of Deeds to hire up to three (3) independent contractors for an ongoing indexing project covering the period 1958 to 1984; and
- WHEREAS, The Register of Deeds' office wishes to continue contracting with independent contractors to complete this very complex project; and
- WHEREAS, The projected cost to extend the contracts through December 2012 will not exceed \$40,000 and funds are available in the Register of Deeds' automation fund; Therefore, Be it
- RESOLVED That the Bay County Board of Commissioners authorizes extension of the Register of Deeds' indexing project and the contractual arrangement with independent contractors through December 2012 at a cost not to exceed \$40,000, monies to come from the Register of Deeds' automation fund; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute any required contracts on behalf of Bay County following legal review/approval; Be it Further
- RESOLVED That related budget adjustments, if required, are approved.

ERNIE KRYGIER, CHAIR  
AND COMMITTEE

Register of Deeds - Extension of Indexing Project

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

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

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

VOTE TOTALS:

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

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

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

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



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www.baycounty-mi.gov/rod

*Victoria L. Roupe*  
Bay County Register of Deeds

**JILL M. BICHORN**  
Chief Deputy Register of Deeds  
Phone (989) 895-4228  
Fax (989) 895-4296  
TDD (989) 895-4049

April 15, 2011

TO: Ernie Krygler, Chair  
Ways & Means Committee

FROM: Vicki Roupe *Vicki Roupe*  
Register of Deeds

SUBJECT: CARD SCANNING PROJECT

**Request:**

Hire Graphic Sciences to scan the Register of Deed's card files that will be retrieved by a text search using a free Adobe viewer.

**Background:**

Currently we have a card file index from 1958 to 1984. By scanning these into our system it will create an additional backup for this office as well as freeing up additional space in the office.

**Economics:**

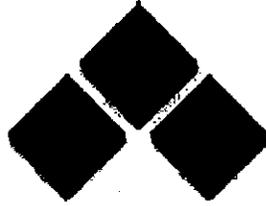
Funds for this service will come from the automation fund.

**Recommendation:**

Authorize Graphic Sciences to scan this index into digital images and index and create PDF searchable files at a cost of \$0.25 per page. The estimated cost of this project is \$8,497.50. Because this is an estimate, I am requesting this service be approved with a cost not to exceed \$9,200.00 and approve any necessary budget adjustments pertaining to this project.



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# GRAPHIC SCIENCES

*Your Partner in document and information management*

1551 E Lincoln • Madison Heights, MI 48071 • 248.549.6600 • fax 248.549.2760

E-Mail me at [TerryB@gslinc.com](mailto:TerryB@gslinc.com)

## **Request for Proposal for Bay County Register of Deeds Card Scanning Project**

**Prepared By: Graphic Sciences, Inc.**

**March 31, 2010**

**Prepared By:**

**Ken Falls-Terry Buchanan**

**Project Pricing**

We are pleased to provide the following price estimate for Bay County Register of Deeds Card Scanning Project. The estimated card count from the 50 drawers is 337,500 cards. This project will be done at Graphlo Sciences, Inc. at our Madison Heights, MI. office.

<b>Card Collection ITEM</b>	<b>QUANTITY</b>	<b>UNIT PRICE</b>	<b>TOTAL PRICE</b>
Scan To Digital Image & Index & Create PDF Searchable Files	337,500 Pages	\$.025 per Page	\$ 8,437.50
DVD Duplicate Copy	6 Each	\$10.00	\$60.00
Pick Up and Delivery	TBD	\$50.00 Per Trip	
<b>Total Project Cost:</b>			<b>\$ 8,497.50</b>

The above images can be loaded on a shared folder on your network and can be retrieved by a text search using the free Adobe viewer. 337,500 images will take an estimated 3GB of storage space.

Above counts are estimates only; the total units processed will be charged the unit pricing listed above.

**Payment Terms**

- Terms: Net 30 days
- Delivery: TBD
- Tax: If applicable

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**BAY COUNTY BOARD OF COMMISSIONERS**

**05/10/11**

**RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (5/3/11)
- WHEREAS, The Register of Deeds has a card file index covering 1958 to 1984 and the Register of Deeds is proposing hiring Graphic Sciences to scan these card files that will be retrieved by a text search using a free Adobe viewer; and
- WHEREAS, By scanning the card file index into the Register of Deeds system, an additional back-up is created and space will be freed up in the office; and
- WHEREAS, The estimated cost of this project is \$8,497.50 but, because this is an estimate, the Register of Deeds is proposing approval of this service at a cost not to exceed \$9,200; and
- WHEREAS, Funds are available in the Register of Deeds' automation fund; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners authorizes the hiring of Graphic Sciences to scan the Register of Deeds' card file index into digital images and index and create PDF searchable files at a cost of \$0.25/page, not to exceed \$9,200, monies to come from the Register of Deeds' automation fund; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute the appropriate contract with Graphic Sciences, if required, on behalf of Bay County following legal review/approval; Be It Further
- RESOLVED That related budget adjustments, if required, are approved.

ERNIE KRYGIER, CHAIR  
AND COMMITTEE

Register of Deeds - Card Scanning Project - Graphic Sciences

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

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

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

VOTE TOTALS:

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

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

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

-12-



*Victoria L. Roupe*  
*Bay County Register of Deeds*

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April 15, 2011

TO: Ernie Krygler, Chair  
Ways & Means Committee

FROM: Vicki Roupe *Vicki Roupe*  
Register of Deeds

SUBJECT: HIGH DENSITY ROLLER SHELF SYSTEM AND DOUBLE FACE ROLLER SHELF DESK

**Request:**

Hire Advantage Business Systems to install a high density mobile shelving system with roller shelving for the storage of the Register of Deed's historic books. Also, to install one double face roller shelf desk.

**Background:**

Currently some books that should be stored in the vault area are also being stored in our back room due to lack of space. By them being stored in this area, there is concern of them not being protected, especially in light of the flooding we have had in the past. With the installation of this new shelving system, all books will be stored in one area making them easier to locate and giving them more protection.

**Economics:**

Funds for this system to come from the automation fund.

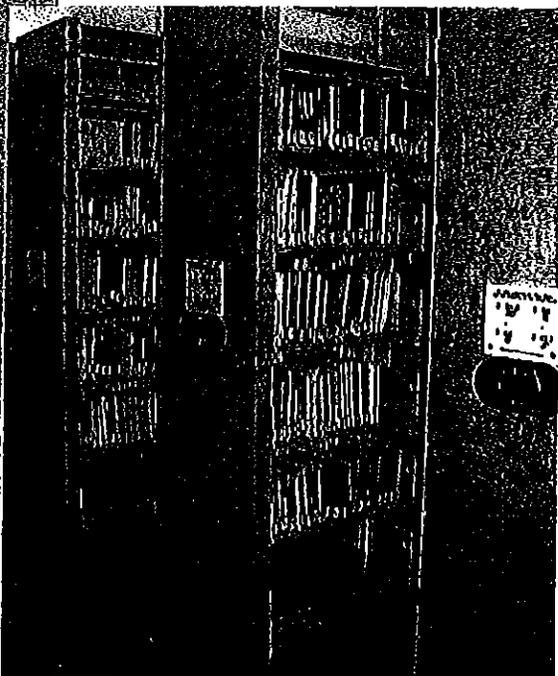
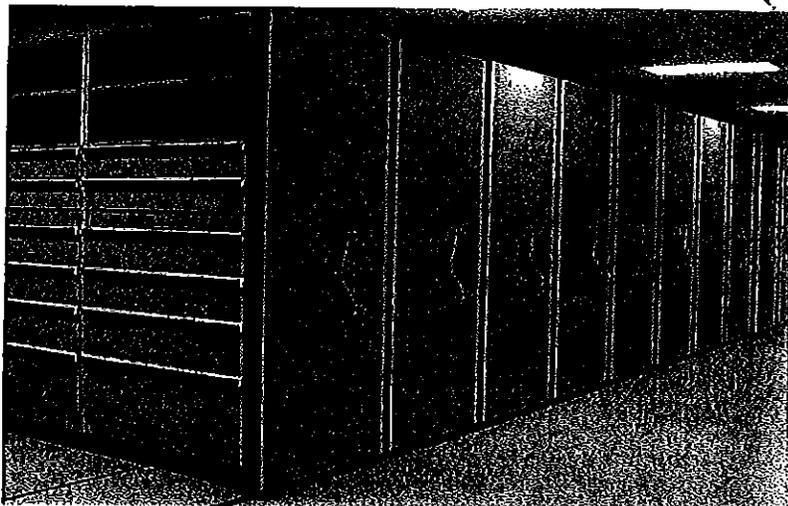
**Recommendation:**

Authorize Advantage Business Systems to build and install this system for \$64,780.00 and approve any necessary budget adjustments pertaining to this project.

# SPACE SAVINGS are Only the *Beginning!*

Double your filing capacity.  
Or, free up to 50% of your existing  
floor space for other uses... work  
stations... a conference center...  
mail room, etc.

By mounting shelving units on  
movable carriages that roll on  
tracks, SpacePro eliminates the  
need for aisles. You can utilize  
your existing shelving or filing  
cabinets with the SpacePro system  
or select from a wide range of  
storage options.



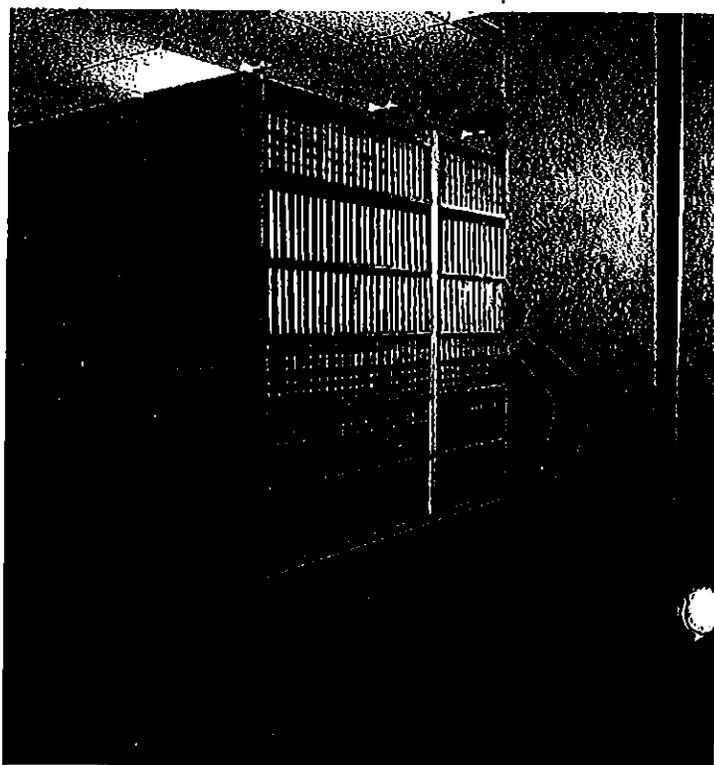
## High Density, Very High Styl

From high end legal offices, medical facilities and financial  
institutions to warehouse operations, SpacePro complements  
the style of your workplace with a virtually endless selection  
of end panels in solid colors, woodgrains and beautiful  
designer patterns.

An electronic touchpad or ergonomic handle allows effortless  
movement of an entire library.

## Custom Designs, Creative Solutions

Our experienced Sales Team and  
CAD Design department can create a  
custom layout targeting your specific  
needs with a comprehensive quote for  
the mobile system, shelving and  
accessories to suit your business  
application.





**ADVANTAGE BUSINESS SYSTEMS LLC** 4/14/2011

**Recommendations and Investment**

**Project #03012011A revA**

Advantage Business Systems LLC recommends that the Bay County Register of Deeds install a High Density Mobile Shelving System with roller shelving for the storage of your Register of Deeds Books in the proposed plan. Advantage Business Systems will also provide and install one Double Face Roller Shelf Desk according to the plan. This plan provides all components you have specified will provide for approximately 1350 books, which will provide for the proper storage of all your existing books from both rooms into one location and provide room for growth.

Providing same as Federal Government GSA Contract # GS-00F-0043L terms and conditions.

**Total Investment Including Freight and Installation \$ 64,780.00**

Pricing includes consultation/design, fully grouted track, flush floor decking, 1000 lb/ft. carriages, laminate end panels, roller shelving, double sided roller shelving desk, book move/refill, freight and installation.

Pricing does not include taxes, if applicable.

- x Customer is to verify required location of tracks before manufacturing will begin. Before installation customer will mark location on floor where the tracks are required to be installed.

Lead time- Approximately 6-8 weeks.

Standard options and colors apply.

All drawings are approximate and not to scale.

A minimum deposit of 1/2 of the project cost is requested at the time of order for mobilization of resources.

Customer acknowledges the tracks will be anchored into the floor.

Application of vinyl floor covering is included in the above pricing.

Pricing includes removal and replacement of all existing books from existing area and from the back room.

\_\_\_\_\_  
Customer Approval

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**BAY COUNTY BOARD OF COMMISSIONERS**

**05/10/11**

**RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (5/3/11)
- WHEREAS, Currently some books that should be stored in the vault area are being stored in the Register of Deeds' back room due to lack of space and there are concerns about the lack of protection in view of recent flooding; and
- WHEREAS, Due to limited storage availability, the Register of Deeds has explored storage options and is proposing a high density mobile shelving system with roller shelving with one double face roller shelf desk; and
- WHEREAS, With the installation of the new shelving system, all books will be stored in one area allowing for easier access and protection; and
- WHEREAS, The proposed cost of the high density roller shelf system and shelf desk is \$64,780 through Advantage Business Systems who will build and install the system and monies are available in the Register of Deeds' automation fund; Therefore, Be it
- RESOLVED That the Bay County Board of Commissioners approves acquisition of the high density roller shelf system and double face roller shelf desk from Advantage Business Systems who will build and install the system at a cost of \$64,780, monies to come from the Register of Deeds' automation fund; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute any required contracts/documentation on behalf of Bay County following legal review; Be It Finally
- RESOLVED That related budget adjustments, if required, are approved.

ERNIE KRYGIER, CHAIR  
AND COMMITTEE

Register of Deeds - Storage Shelf System

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

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

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

VOTE TOTALS:

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

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

-16-

**BAY COUNTY  
Administrative Service**



**Thomas L. Hickner  
County Executive**

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

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

**BUILDINGS & GROUNDS**  
Richard Paballs, Superintendent  
paballsr@baycounty.net

**INFORMATION SYSTEMS**  
Robert Super, Director  
super@baycounty.net

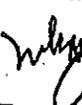
**PURCHASING**  
Frances Horgan, Purchasing Agent  
horganf@baycounty.net

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

616 Center Avenue  
Bay City, Michigan 48708

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

## MEMORANDUM

**DATE:** April 27, 2011  
**TO:** Mr. Ernie Krygler, Chairman and Commissioners, Ways & Means Committee  
**FROM:**  Michael K. Gray, Assistant County Executive for Recreation & Administrative Services  
**SUBJECT:** Additional contract work, Region 3 Homeland Security Planning Board

**Request:** Authorize the Board Chairman to sign contractual agreements for the following activities on behalf of Bay County as fiduciary, for Region 3 Homeland Security Planning Board.

- Regional Information Coordinator SAP \$60,000 per year
- Critical Infrastructure Planning \$60,000
- Functional Needs Planning & Training \$60,000
- Region 3 Training & Exercise Planning \$20,000

**Background:** All contracts for planning to be performed on behalf of the Region 3 Homeland Security Planning Board are actually between Bay County and the contractor because Bay County is the fiduciary.

The Region 3 Homeland Security Planning Board has approved contracting for the following work:

**Regional Information Coordinator/Solution Area Planner.** This is a mandatory project under the terms of grant funding by Michigan State Police. The planner will be ongoing as long as grant funding continues, at a rate of \$60,000 per year plus eligible expenses, all funds are Homeland Security grant funds.

In the FY 2010 SHSP Grant, specific one time contracts will be for:

**Critical Infrastructure Planning.** A budget of \$60,000 has been approved.

Functional Needs Planning. This is essentially to ensure that shelters used in a disaster are compliant with the Americans with Disabilities Act and recent FEMA guidance. A budget of \$66,000.00 has been approved.

Planning a region-wide functional exercise involving a flood scenario. A budget of \$20,000.00 has been approved.

**Economics:** All funds are Homeland Security grants. All budget amounts have been approved by the Homeland Security Planning Board. Three contracts are one-time, limited assignments. The remaining one, the RIC/SAP will continue only so long as grant funding is available.

**Recommendation:** Authorize the Board Chairman to sign these contracts on behalf of Bay County as fiduciary to the Region 3 Homeland Security Planning Board, with approval as to form by Corporation Counsel.

Please note that the Great Lakes Regional Homeland Security Conference and Expo begins on Tuesday, May 3, 2011, the same date as Ways & Means Committee meeting. I will be attending the conference and will not be at the Ways & Means Committee. Mr. Leonard Norman will be available at the meeting in the event you have questions.

MKG/ec

- cc: Tom Hickner    Bob Redmond    Crystal Hebert    Rich Lively  
Marty Fitzhugh    Tim Quinn    Leonard Norman  
John West    Pat Bostick    Frances Horgan  
R3HSPB    LETPA    Chris Izworski  
VCI    Exercise & Training Committee

**BAY COUNTY BOARD OF COMMISSIONERS**

**05/10/11**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (5/3/11)

WHEREAS, The Region 3 Homeland Security Planning Board has approved contracting for the following: Regional Information Coordinator/Solution Area Planner (\$60,000/yr.); Critical Infrastructure Planning (\$60,000, one time grant); Functional Needs Planning & Training (\$60,000, one time grant); and Region 3 Training and Exercise Planning (\$20,000, one time grant); and

WHEREAS, Bay County is the fiduciary agent for the Region 3 Homeland Security Planning Board and, as such, is the signator to the contracts; and

WHEREAS, All funds are Homeland Security grants and have been approved by the Homeland Security Planning Board; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves contracting for Regional Information Coordinator/Solution Area Planner (\$60,000/yr.); Critical Infrastructure Planning (\$60,000, one time grant); Functional Needs Planning & Training (\$60,000, one time grant); and Region 3 Training and Exercise Planning (\$20,000, one time grant) and authorizes the Chairman of the Board to execute the required contracts on behalf of Bay County as fiduciary to the Region 3 Homeland Security Planning Board following legal review/approval; Be Further

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

ERNIE KRYGIER, CHAIR  
AND COMMITTEE

Administrative Services - Homeland Security Contracts

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

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

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygler				Christopher Rupp			
Vaughn J. Beglck				Klm Coonan				Donald J. Tilley			

VOTE TOTALS:

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

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

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

**BAY COUNTY**  
**Administrative Service**

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

515 Center Avenue  
Bay City, Michigan 48708

Phone (989) 895-4130  
Fax (989) 895-7858  
TDD (989) 895-4049  
<http://www.co.bay.mi.us/>



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

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

**BUILDINGS & GROUNDS**  
Richard Pabalis, Superintendent  
pabalirs@baycounty.net

**INFORMATION SYSTEMS**  
Robert Super, Director  
superr@baycounty.net

**PURCHASING**  
Frances Horgan, Purchasing Agent  
horganf@baycounty.net

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

## MEMORANDUM

**DATE:** April 27, 2011  
**TO:** Mr. Ernie Krygler, Chairman and Commissioners, Ways & Means Committee  
**FROM:** *MKG* Michael K. Gray, Assistant County Executive for Recreation & Administrative Services  
**SUBJECT:** Preparation for Discussion of Shared Recreation Services

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**Request:** Authorize hiring of Spicer Group to prepare a baseline inventory of recreation facilities and programs as a basis for discussion of potential shared recreation services.

**Background:** Board Financial Analyst, Bob Redmond and I have discussed the possibility of shared recreation services. As a beginning point, we want to prepare a complete inventory of public recreation facilities and programs.

Spicer Group has a good start from the Bay County Community Recreation Plan 2009-2013. They can update the information and add other local entities that were not participants in the combined recreation plan.

**Economics:** Spicer Group has proposed to carry out the work for a fee of \$3,800.00. There are funds appropriated for work of this nature in the Board of Commissioners budget.

**Recommendation:** Authorize hiring of Spicer Group to prepare a complete, up to date inventory of local public recreation facilities and programs for a fee of \$3,800.00, with funds to come from the Board of Commissioners, further while a purchase order may be used in lieu of a contract, the Chairman of the Board is authorized to sign any necessary documents.

I will be attending the Great Lakes Regional Homeland Security Conference and will not be at the Ways & Means Committee. Mr. Redmond will be present to speak on the issue if you have any questions.

MKG/ec

**BAY COUNTY BOARD OF COMMISSIONERS**

**05/10/11**

**RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (5/3/11)
- WHEREAS, Discussions have been ongoing relative to the possibility of shared recreation services and it is recommended that a complete inventory of public recreation facilities and programs be prepared; and
- WHEREAS, Spicer Group has a good start from the Bay County Community Recreation Plan 2009-2013 and they can update the information and add other local entities that were not participants in the combined recreation plan; and
- WHEREAS, Spicer Group has proposed to carry out the work for a fee of \$3,800 and there are funds appropriated for work of this nature in the Board of Commissioners' 2011 budget; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners authorizes hiring Spicer Group to prepare a complete, up-to-date inventory of local public recreation facilities and programs for a fee of \$3,800 with funds to come from the Board of Commissioners 2011 budget; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute a purchase order and/or contract, whichever is required, as well as any other required documents, on behalf of Bay County following legal review/approval; Be It Further
- RESOLVED That related budget adjustments, if required, are approved.

ERNIE KRYGIER, CHAIR  
AND COMMITTEE

Administrative Services - Shared Recreation Services - Spicer Group

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

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

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

VOTE TOTALS:

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

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

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

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

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**BAY COUNTY**  
**Administrative Service**

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

515 Center Avenue  
Bay City, Michigan 48708

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



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

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

**BUILDINGS & GROUNDS**  
Richard Pabalis, Superintendent  
pabalirs@baycounty.net

**INFORMATION SYSTEMS**  
Robert Super, Director  
superr@baycounty.net

**PURCHASING**  
Frances Horgan, Purchasing Agent  
horganf@baycounty.net

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

**MEMORANDUM**

**DATE:** April 27, 2011

**TO:** Mr. Ernie Krygler, Chairman and Commissioners, Ways & Means Committee

**FROM:** *Michael K. Gray*  
*Frances Horgan* Michael K. Gray, Assistant County Executive for Recreation & Administrative Services  
Frances Horgan, Purchasing Agent

**SUBJECT:** Cooperative Office Supply Purchasing

---

**Request:** Authorize the Recreation and Administrative Services Department to develop and implement cooperative office supply purchasing with local cities, townships and school districts.

**Background:** Bay County has utilized an office supply purchase with daily delivery for the past several years. The current vendor is Office Max. This system was put in place when the Central Stores/in house Print Shop was phased out, in order to save money.

Recently there has been much discussion, both locally and at the state level about intergovernmental cooperation, collaboration, and shared services. One area suggested for potential savings is purchasing.

While many possibilities exist and future discussions will be held about more elaborate shared service opportunities, offering local cities, townships and school districts the opportunity to join the County system is an easy, simple first step that could result in savings without a great deal of effort or administrative expense.

**Economics:** Cost to the county to explore and implement this concept would be minimal, involving only limited time commitment by existing staff. No additional resources are necessary.

**Recommendation:** Authorize the Recreation and Administrative Services Department to develop and implement cooperative office supply purchases with any interested local cities, townships and school districts, and authorize the Board Chairmen to sign any documents which maybe necessary, subject to review and approval as to form by Corporate Counsel.

**Please note that I will be attending the Great Lakes Regional Homeland Security Conference and will not be at the Ways & Means Committee. Ms. Frances Horgan will be present should you have any questions.**

MKG/ec

cc: Tom Hickner  
Rick Pabalis

Bob Redmond  
Brent Golk

Marty Fitzhugh  
Frances Horgan

Tim Quinn  
Crystal Hebert

**BAY COUNTY BOARD OF COMMISSIONERS**

**05/10/11**

**RESOLUTION**

- BY: WAYS AND MEANS COMMITTEE (5/3/11)
- WHEREAS, Bay County has utilized an office supply purchase with daily delivery for the past several years with the current vendor being Office Max; and
- WHEREAS, This system was put in place to save money with the phasing out of the Central Stores/In-House Print Shop; and
- WHEREAS, With the recent discussion, both locally and at the state level, about intergovernmental cooperation, collaboration and shared services, a possible, simple first step would be to offer local cities, townships and school districts the opportunity to join the County system which could result in a savings without a great deal of effort or administrative expense; and
- WHEREAS, The cost to the county to explore and implement this concept would be minimal involving only limited time commitment by existing staff; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners authorizes the Recreation and Administrative Services Department to develop and implement cooperative office supply purchases with any interested local cities, townships and school districts; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute any documents that may be required for implementation on behalf of Bay County following legal review/approval; Be It Finally
- RESOLVED That related budget adjustments, If required, are approved.

ERNIE KRYGIER, CHAIR  
AND COMMITTEE

Administrative Services - Cooperative Office Supply Purchasing

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

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

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

VOTE TOTALS:

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

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

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

**BAY COUNTY  
Administrative Service**

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

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



**Thomas L. Hickner  
County Executive**

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

**BUILDINGS & GROUNDS**  
Richard Paballe, Superintendent  
paballsr@baycounty.net

**INFORMATION SYSTEMS**  
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Frances Horgan, Purchasing Agent  
horganf@baycounty.net

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

**MEMORANDUM**

**DATE:** April 27, 2011  
**TO:** Mr. Ernie Krygler, Chairman and Commissioners, Ways & Means Committee  
**FROM:** *Michael K. Gray* Michael K. Gray, Assistant County Executive for Recreation & Administrative Services  
**SUBJECT:** Annual Maintenance Renewal-Tyler Munis Software

**Request:** Authorize the Board Chairman to sign the renewal agreement for maintenance and support for a period of one year.

**Background:** Renewal agreements for maintenance and support are a customary way for software companies to provide routine upgrades to software. We are in receipt of the agreement and renewal invoices.

**Economics:** The combined total annual cost of the invoices is \$108,495.40. This is in the ISD budget and is being processed for payment.

**Recommendation:** Authorize the Board Chairman to sign the Tyler Munis renewal agreement subject to approval as to form by Corporation Counsel.

I will be attending the Great Lakes Regional Homeland Security Conference and will not be at the Ways & Means Committee. A member of ISD staff will be present to answer any questions you may have.

MKG/ec

co: Tom Hickner  
Frances Horgan

Bob Redmond  
Crystal Hebert

Marty Fitzhugh  
ISD Staff

Tim Quinn

- 25 -

**BAY COUNTY BOARD OF COMMISSIONERS**

**05/10/11**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (5/3/11)

WHEREAS, Renewal agreements for maintenance and support are a customary way for software companies to provide routine upgrades to software and Bay County is in receipt of the agreement and renewal invoices for Tyler Munis Software; and

WHEREAS, The combined total annual cost of the invoices is \$108,495.40 and these funds are included in the 2011 ISD budget; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approved the Tyler Munis renewal agreement on behalf of Bay County following legal review/approval; Be It Further

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

ERNIE KRYGIER, CHAIR  
AND COMMITTEE

Administrative Services - Tyler Munis Software Maintenance Renewal

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

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

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygler				Christopher Rupp			
Vaughn J. Begick				Klm 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: Ernie Krygier, Chairman  
Ways and Means Committee

From: Joel R. Strasz  
Public Health Services Manager

Date: April 27, 2011

RE: Environmental Health Fees

**BACKGROUND:**

The Health Department has been charged to inspect and license all Scrap/Secondhand Dealers and Pawn Brokers in Bay County via Ordinance 51 and 52. Pursuant to the specifications within the ordinance and to update current provisions of the Environmental Health Division's Enforcement protocols, there is a need to establish and/or update applicable fees.

**FINANCE AND ECONOMICS:**

The following are the proposed fees, based upon calculation of personnel and other associated costs needed to administrate ordinances and provide enforcement:

- Bay County Pawnbroker License Fee \$200.00 per year
- Bay County Secondhand Dealer License Fee \$200.00 per year
- Scrap Dealer License Fee \$200.00 per year
- Re-Inspection Fee \$75.00 per occurrence as stated in the Division Enforcement Protocols

**RECOMMENDATION:**

The Public Health Services Division recommends that the above stated fees be adopted and established.

CC: Thomas Hickner, County Executive  
Mike Gray, Administrative Services  
Tim Quinn, Finance  
Barb MacGregor, Health Director  
Kim Priessnitz, Finance  
Marty Fitzhugh, Corporation Counsel

**BAY COUNTY BOARD OF COMMISSIONERS**

**05/10/11**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (5/3/11)  
WHEREAS, The Health Department has been charged to inspect and license all Scrap/Secondhand Dealers and Pawn Brokers in Bay County via Ordinance Nos. 51 and 52; and

WHEREAS, Pursuant to the specifications within the ordinance and to update current provisions of the Environmental Health Division's Enforcement protocols, there is a need to establish and/or update applicable fees and the proposed fees, based upon calculation of personnel and other associated costs needed to administrate ordinances and provide enforcement, are as follows:

- Bay County Pawnbroker License Fee - \$200.00 per year
- Bay County Secondhand Dealer License Fee - \$200.00 per year
- Scrap Dealer License Fee - \$200.00 per year
- Re-Inspection Fee - \$75.00 per occurrence as state in the Division Enforcement Protocols

RESOLVED By the Bay County Board of Commissioners that the following fees are established and adopted:

- Bay County Pawnbroker License Fee - \$200.00 per year
- Bay County Secondhand Dealer License Fee - \$200.00 per year
- Scrap Dealer License Fee - \$200.00 per year
- Re-Inspection Fee - \$75.00 per occurrence as state in the Division Enforcement Protocols

ERNIE KRYGIER, CHAIR  
AND COMMITTEE

Health Dept - Pawnbroker & Secondhand & Scrap Dealer License Fees

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

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

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davls				Tom Ryder			
Brandon Krause				Ernie Krygler				Christopher Rupp			
Vaughn J. Beglick				Klm Coonan				Donald J. Tilley			

VOTE TOTALS:

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

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

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

TO: Ways and Means Committee  
FROM: Becky Carlson Reimann  
SUBJ: Requesting permission to raise funds/accept donations  
DATE: April 21, 2011

**Background:**

Two long-time employees of Bay County Division on Aging passed away during the first quarter of this calendar year. Both passed away at a young age, and co-workers and friends wish to pay tribute to the contributions they made to our programs. To that end, we are seeking permission to upgrade the landscaping around the Riverside Friendship Center sign to include a memorial garden, in memory of Tammy Stratton and Paul Pabalis. We have the help of several master gardeners, who are willing to volunteer time for the design work. We may also have some help from the youth group working with our office for the Week of Hope. We will need funds to pay for materials, plants and tributes.

**Financial Implications:**

Division on Aging wishes to formally accept donations from friends, family and co-workers for the memorial garden. We also would like permission to sponsor one or more fund-raisers, using the Riverside Friendship Center or the Canteen for a dinner, with labor donated by Division on Aging staff. If we fall short in donations for the project, we would host the fund-raiser to secure the additional funds needed. A donor who wishes to remain anonymous has pledged some funds to get this started.

**Recommendation:**

Subject to review and approval by Corporation Counsel and with the advice and support of the Building and Grounds Department, Division on Aging requests permission to accept monetary gifts and material donations for this project, and to host a fund-raising dinner if necessary to raise the remaining funds needed. Any budget amendments related to this project are approved.

cc: Marty Fitzhugh  
Barb MacGregor  
Tom Hickner  
Rick Pabalis

**BAY COUNTY BOARD OF COMMISSIONERS**

**05/10/11**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (5/3/11)

WHEREAS, Two long-time employees of the Bay County Division on Aging passed away during the first quarter of 2011 and co-workers and friends wish to pay tribute to the contributions they made to the Division on Aging programs; and

WHEREAS, It is proposed that the landscaping around the Riverside Friendship Center be upgraded to include a memorial garden in memory of Tammy Stratton and Paul Pabalis; and

WHEREAS, While offers of volunteer help have been made to assist with the memorial garden, funds will be necessary to pay for materials, plants and tributes; and

WHEREAS, The Division on Aging wishes to formally accept donations from friends, family and co-workers as well as sponsor one or more fund-raisers, utilizing county facilities, with labor donated by Division on Aging staff; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that, in accordance with the County's Fund Raising Policy, legal approval and with advice and support of the Buildings and Grounds Department, the Bay County Division on Aging is authorized to accept monetary gifts and material donations for the memorial garden project honoring Tammy Stratton and Paul Pabalis; Be It Further

RESOLVED That the Division on Aging is authorized to host fund raising dinner(s) to raise remaining funds for the memorial garden project; Be It Further

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

ERNIE KRYGIER, CHAIR  
AND COMMITTEE

DOA - Memorial Garden Project - Stratton & Pabalis

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

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

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

VOTE TOTALS:

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

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

TO: Ways and Means Committee  
FROM: Becky Carlson Reimann  
SUBJ: Requesting authorization to submit letter of intent, FY 2010 funding  
DATE: April 21, 2011  
Background:

In the near future, Region VII Area Agency on Aging will release for review and comment the proposed allocation chart for funding for the fiscal year beginning October 1, 2011. There will be a period for review and comment and the chart will then be finalized. Once the chart has been approved for distribution, all interested service providers will be mailed a copy, along with a letter of intent form. The letter of intent must be submitted before the specified deadline for an organization to apply for funding.

**Financial Implications:**

The Bay County Division on Aging receives federal and state funding from Region VII Area Agency on Aging for several important programs. The Division on Aging is expected to meet the deadline for submission of the letter of intent and the subsequent due date for the complete grant proposal in order to be considered for future grant funding. Because there is a short turnaround time, I am requesting authorization to proceed with meeting these deadlines for the new fiscal year. There would be hardship for area seniors if these funds were not available to provide financial support for services in the new year.

**Recommendation:**

I am recommending that the full Board authorize the Bay County Division on Aging to submit to Region VII Area Agency on Aging the letter of intent to apply for funding for fiscal year 2011-2012 and that the Division on Aging be authorized to prepare and submit the grant application for funding for the same fiscal year. I am also recommending the Board Chairman be authorized to sign application forms and other subsequent contract documents for the same fiscal year, subject to final review and approval by Corporation Counsel. All budget revisions resulting from this application are considered approved.

cc: Barb MacGregor  
Tom Hickner

**BAY COUNTY BOARD OF COMMISSIONERS**

**05/10/11**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (5/3/11)

WHEREAS, The Region VII Area Agency on Aging will be providing an allocation chart for funding for the new fiscal year beginning October 1, 2011; and

WHEREAS, The Bay County Division on Aging anticipates receiving a letter of intent form to submit a proposal requesting the funding available for programs in Bay County; and

WHEREAS, The Bay County Division on Aging anticipates submitting a proposal for funding for congregate meals, home delivered meals, case coordination & support, homemaking, personal care, disease prevention/health promotion, and caregiver training if listed in the allocation chart; and

WHEREAS, The letter of intent must be submitted to Region VII Area Agency on Aging in accord with their printed deadline for the application packet to be received; and

WHEREAS, The application for funding and budgets will be due at Region VII Area Agency on Aging by a specified date later in summer of 2011; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that the Bay County Division on Aging is authorized to submit a letter of intent to apply for funding for the fiscal year 2011-2012 and that the Division on Aging be authorized to prepare and submit the application for funding for the same fiscal year; Be It Further

RESOLVED That the Board Chairman is authorized to sign application forms, budgets, and subsequent contract documents for the same fiscal year, subject to legal review/approval; Be It Finally

RESOLVED That all budget adjustments relating to this application and subsequent contract are approved.

ERNIE KRYGIER, CHAIR  
AND COMMITTEE

DOA - FY2011-2012 Region VII Funding

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

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

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Joe Davis				Tom Ryder			
Brandon Krause				Ernie Krygler				Christopher Rupp			
Vaughn J. Beglck				Klm Coonan				Donald J. Tilley			

VOTE TOTALS:

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

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

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

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

RESOLUTION

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

By: WAYS AND MEANS COMMITTEE 5/03/2010

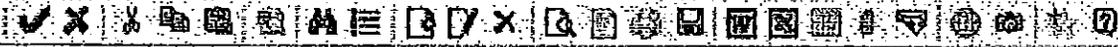
RESOLVED: By this Board of Commissioners of Bay County, Michigan, that the following Budget Adjustments are hereby approved on 5/10/11 and, if required, the Chairman of the Board is hereby authorized to execute any documentation necessary for said Budget Adjustments on Behalf of Bay County.

<u>Request Number</u>	<u>Fund Involved Department Involved</u>	<u>Favorable Impact</u>	<u>Unfavorable Impact</u>	<u>No Impact</u>
2011-05-002	Division on Aging Fund Various DOA Activities  To properly re-align the budgeted millage money to the current 2011 DOA budgets.		\$49,085	
2011-05-003	General Fund Personnel & Employee Relations Activity  Budget for temporary help in Personnel & Employee relations activity to fill in when other departments need help.		\$25,000	
2011-05-004	Retirement Fund Retirement Fund Activity  Budget under Retirement Fund Increase in temporary help up to a maximum of 1,000 hours in 2011 to scan retirement records for safe keeping.		\$6,858	

Ernie Krygler, Chairman W & M  
and Committee

Budget Amendment Detail Lines

My File Edit Tools Help



Summary

Journal  
 Journal 2011/05 2 Ref DOA Desc RE-ALIGN Eff Date 05/10/2011

Journal Lines

Org	Object	Description	I/D	Amount
27661700	40200	CURRENT REAL PROPERTY TAXES	D	16,810.00
27661700	40200	CURRENT REAL PROPERTY TAXES	D	121,062.00
27661701	40200	CURRENT REAL PROPERTY TAXES	I	3,713.00
27661730	40200	CURRENT REAL PROPERTY TAXES	I	116,958.00
27661731	40200	CURRENT REAL PROPERTY TAXES	I	11,292.00
27667200	41000	CURRENT PERSONAL PROPERTY TAX	D	6,835.00
27667200	43700	INDUSTRIAL FACILITY TAXES	D	1,148.00
27667200	40001	FUND BALANCE	I	9,983.00
27667200	40200	CURRENT REAL PROPERTY TAXES	D	181,000.00
27667200	40200	CURRENT REAL PROPERTY TAXES	I	10,052.00
27667200	40001	FUND BALANCE	I	39,102.00
27667201	40200	CURRENT REAL PROPERTY TAXES	D	50,652.00
27667203	40200	CURRENT REAL PROPERTY TAXES	D	91,817.00
27667204	40200	CURRENT REAL PROPERTY TAXES	D	13,397.00
27667206	40200	CURRENT REAL PROPERTY TAXES	D	107,699.00
27667207	40200	CURRENT REAL PROPERTY TAXES	I	6,921.00
27667208	40200	CURRENT REAL PROPERTY TAXES	D	107,676.00

Add Description

Journal Totals

Increase	700,296.00
Decrease	700,296.00

Budget Amendment Detail Lines

My File Edit Tools Help



Summary

Journal  
 Journal 2011/05 2 Ref DOA Desc RE-ALIGN Eff Date 05/10/2011

Journal Lines

Org	Object	Description	I/D	Amount
27667200	41000	CURRENT PERSONAL PROPERTY TAX	D	8,835.00
27667200	43700	INDUSTRIAL FACILITY TAXES	D	1,148.00
27667200	40001	FUND BALANCE	I	9,983.00
27667200	40200	CURRENT REAL PROPERTY TAXES	D	181,000.00
27667200	40200	CURRENT REAL PROPERTY TAXES	I	18,052.00
27667200	40001	FUND BALANCE	I	39,102.00
27667201	40200	CURRENT REAL PROPERTY TAXES	D	50,652.00
27667203	40200	CURRENT REAL PROPERTY TAXES	D	91,817.00
27667204	40200	CURRENT REAL PROPERTY TAXES	D	19,997.00
27667206	40200	CURRENT REAL PROPERTY TAXES	D	107,899.00
27667207	40200	CURRENT REAL PROPERTY TAXES	I	6,321.00
27667208	40200	CURRENT REAL PROPERTY TAXES	D	10,677.00
27667231	40200	CURRENT REAL PROPERTY TAXES	I	84,129.00
27667233	40200	CURRENT REAL PROPERTY TAXES	I	102,954.00
27667234	40200	CURRENT REAL PROPERTY TAXES	I	13,453.00
27667236	40200	CURRENT REAL PROPERTY TAXES	I	159,953.00
27667238	40200	CURRENT REAL PROPERTY TAXES	I	135,306.00

Add Description

Journal Totals

Increase	700,296.00
Decrease	700,296.00

# Bay County Michigan

## Additional Comments

Journal:                    2    Line:            1

TO PROPERLY RE-ALIGN THE BUDGETED MILLAGE MONEY TO THE CURRENT 2011 DOA BUDGETS.

Budget Amendment Detail Lines

My File Edit Tools Help



Summary

Journal  
 Journal 2011/05 3 Ref TEMPOR Desc TEMPHELP Eff Date 05/10/2011

Journal Lines

Org	Object	Description	I/D	Amount
10110100	4001	FUND BALANCE	I	25,000.00
10127000	70500	TEMPORARY HELP	I	22,721.00
10127000	71500	SOCIAL SECURITY	I	1,738.00
10127000	72001	SIF ADMINISTRATION	I	71.00
10127000	72100	WORKERS' COMPENSATION	I	382.00
10127000	72500	UNEMPLOYMENT COMPENSATION	I	88.00

Add Description

Journal Totals

Increase  .00  
 Decrease  .00

# Bay County, Michigan

## Additional Comments

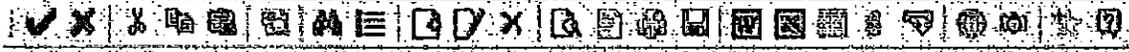
Journal:                    3 Line:            1

BUDGET FOR TEMPORARY HELP IN PERSONNEL & EMPLOYEES RELATIONS ACTIVITY TO FILL IN WHEN OTHER DEPARTMENTS NEED HELP.



Budget Amendment Detail Lines

My File Edit Tools Help



Summary

Journal  
 Journal 2011/05 4 Ref RETIRE Desc TEMPHELP Eff Date 05/10/2011

Journal Lines

Org	Object	Description	I/D	Amount
73127400	70301	PART TIME WAGES	I	5,231.00
73127400	71500	SOCIAL SECURITY	I	477.00
73127400	72100	WORKERS' COMPENSATION	I	105.00
73127400	72001	SIF ADMINISTRATION	I	20.00
73127400	72500	UNEMPLOYMENT COMPENSATION	I	25.00
73127400	40001	FUND BALANCE	I	6,858.00

Add Description

Journal Totals

Increase	.00
Decrease	.00

# Bay County Michigan

## Additional Comments

Journal:                    4 Line:                    7

BUDGET UNDER RETIREMENT FUND INCREASE IN TEMPORY HELP UP TO A MAXIMUM OF 1000 HOURS IN 2011 IN ORDER TO SCAN RETIREMENT RECORDS FOR SAFE KEEPING.



**THOMAS L. HICKNER**  
Bay County Executive

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



**TIMOTHY E. QUINN**  
Finance Officer  
[quinnt@baycounty.net](mailto:quinnt@baycounty.net)

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

**KIMBERLY A. PRIESSNITZ**  
Budget/Grants  
[priessnitzk@baycounty.net](mailto:priessnitzk@baycounty.net)

**TO:** Ernie Krygler, Chairperson  
Ways & Means Committee

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

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

**DATE:** April 25, 2011

**REQUEST:**

Please place this memo on the May 3, 2011 agenda for your committee's information.

**BACKGROUND:**

On April 14, 2011, 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 2010 and/or 2011 appear to have no changes.

**RECOMMENDATION:**

To receive.

c: Tom Hickner  
Michael Gray  
Marty Fitzhugh  
Kim Priessnitz  
Tim Quinn



mid michigan  
**COMMUNITY**  
*Action*

"Helping People. Changing Lives"

Administrative Office  
1574 E Washington Road  
P.O. Box 768  
Farwell, MI 48622-0768  
Phone: 989.386.3805  
Fax: 989.386.3277  
www.mmcga.org

*Executive Director*  
Jill Sutton

*Board of Directors*

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Don Kehoe, Vice-Chair  
Helen Chappell, Secretary  
Matthew Klein, Treasurer  
Vaughn Begick  
Norm Gage  
Sheila Gavit  
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Sharon Such  
Alan Tiedt  
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*Early Childhood Services Director*  
Joleen Golden

*Outreach Services Director*  
Sharon Wainman

*Operations Director*  
Misty Janks

*Housing Director*  
Jeff Haines

Mid Michigan  
Community Action:  
Celebrating 45 years  
of service to  
Bay, Clare, Gladwin,  
Mecosta, Midland  
and Osceola  
Counties

April 26, 2011

The Honorable Donald Tilley  
County Commissioner, Chair, Bay County  
515 Center Ave  
Ste 405  
Bay City, MI 48708-5125

Dear Mr. Tilley:

I am writing to respectfully request your help in supporting the Community Services Block Grant (CSBG) which provides core funding to our agency. We are one of 30 Community Action Agencies serving all 83 Michigan counties and part of a larger network of over 1,000 nationwide. This funding is crucial to our operations as it allows us to leverage other funding sources to maximize impact in our communities.

A drastic cut to Community Service Block Grant would greatly reduce our ability to help families in Bay County. We may be forced to close offices and eliminate jobs. We understand the need to reduce debt which is why we are agreeable to a reduction in funding to match our FY 2008 levels. While this would be a decrease, we want to do our parts to tighten up the budget without crippling our ability to help families.

Mid Michigan Community Action has been providing help to Bay County residents for 45 years. Our programs include emergency heat and utility assistance, Weatherization, Early Head Start, food assistance and homeless prevention programs. In FY 2010, we helped nearly 4,400 families in Bay County with over \$2.3 million in services. Across our six county area, we helped 24,300 families with nearly \$16 million in services.

Enclosed you will find a sample letter of support to send to your U.S. Representative and Senator letting them know that Community Action is an important part of your community in helping those in need. It is important that our communities make themselves heard now while the FY 2012 budget is being negotiated.

As a leader in your community, your support would mean a great deal to us and the thousands of families we help annually. If you have any questions, please feel free to contact me. Thank you in advance for your favorable consideration of this request.

Sincerely,

Jill Sutton, Executive Director

-43-



MMCAA is an equal opportunity provider and employer.  
Michigan Relay Center 1-800-649-3777 (TDD)



April \_\_, 2011

The Honorable <your U.S. Representative or Senator Here>

Address <you can find this info on [www.house.gov](http://www.house.gov) OR [www.senate.gov](http://www.senate.gov)>

City, Zip

Dear Representative Smith,

I am writing today to respectfully request you support of the Community Services Block Grant which supports our local Community Action Agency, 29 others in Michigan and over 1,000 nationwide.

Our local Community Action Agency is an integral part in giving a hand-up to families that have fallen on hard times. They help over 4,000 families, seniors and individuals in Bay County each year with Weatherization, food assistance, emergency assistance and more. They are an active member of the Bay County Human Service Collaborative to ensure that efforts are maximized and duplications are avoided.

As part of the leadership in Bay County, I would like to request your support for Community Services Block Grant by helping to ensure **It is not reduced below FY 2008 levels**. Our local agency has assured us that they understand the need to trim budgets and that they are capable of weathering a reduction to Community Service Block Grant to FY 2008 levels.

Community Action is a crucial part of reducing the causes and conditions of poverty in Bay County. Drastic reductions or the elimination of Community Services Block Grant would cripple the ability of our local agency and over 1,000 others nationwide to provide help to the economically disadvantaged.

Thank you for your support and consideration of this request.

Sincerely,

<Signature>

Name, Title

Phone

Email

-44-

**BAY COUNTY BOARD OF COMMISSIONERS**

**05/10/11**

**RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (5/3/11)

WHEREAS, The Mid-Michigan Community Action Agency is an integral part in giving a hand-up to families that have fallen on hard times and they help over 4,000 families, seniors and individuals in Bay County each year with Weatherization, food assistance, emergency assistance and much more and has been providing this help to Bay County residents for 45 years; and

WHEREAS, Across Mid-Michigan Community Action Agency's six county area, they have helped 24,300 families with nearly \$16 million in services; and

WHEREAS, The Mid-Michigan Community Action Agency is an active member of the Bay County Human Service Collaborative ensuring that efforts are maximized and duplications are avoided; and

WHEREAS, Community Action is a crucial part of reducing the causes and conditions of poverty in Bay County and drastic reductions or the elimination of the Community Services Block Grant would cripple the ability of our local agency and over 1,000 others nationwide to provide help to the economically disadvantaged; and

WHEREAS, The local Mid-Michigan Community Action Agency has assured Bay County that they understand the need to trim budgets and that they are capable of weathering a reduction to the Community Service Block Grant to FY 2008 levels; Therefore, Be it

RESOLVED That the Bay County Board of Commissioners urges legislative support to ensure that the Community Services Block Grant providing core funding to the Mid Michigan Community Action Agency is not reduced below FY 2008 levels; Be It Further

RESOLVED That a copy of this resolution be forwarded to Governor Snyder, our area Legislators, the Michigan Association of Counties and Mid-Michigan Community Action Agency.

ERNIE KRYGIER, CHAIR  
AND COMMITTEE

Mid-Michigan Community Action Agency - CSBG Funding  
MOVED BY COMM. \_\_\_\_\_

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

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

VOTE TOTALS:

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

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

-45-