

**GRAND TRAVERSE COUNTY BOARD OF COMMISSIONERS**  
Wednesday, August 16, 2017 @ 5:30 p.m.  
Governmental Center, 2<sup>nd</sup> Floor Commission Chambers  
400 Boardman, Traverse City, MI 49684

General Meeting Policies:

- ❖ Please turn off all cell phones or switch them to silent mode.
- ❖ Any person may make a video, audio or other record of this meeting. Standing equipment, cords, or portable microphones must be located so as not to block audience view.

If you need auxiliary aid assistance, contact 231-922-4760.

CALL TO ORDER:

1. OPENING CEREMONIES OR EXERCISES  
(Pledge of Allegiance)
2. ROLL CALL
3. APPROVAL OF MINUTES  
(Reading aloud is waived as long as the Board has been furnished a copy in the packet prior to the meeting)
  - a. Minutes of August 2, 2017 (Regular Meeting).....3
  - b. Minutes of August 10, 2017 (Special Meeting).....7

4. FIRST PUBLIC COMMENT

Any person shall be permitted to address a meeting of the Board of Commissioners which is required to be open to the public under the provision of the Michigan Open Meetings Act. Public Comment shall be carried out in accordance with the following Board Rules and Procedures:

Any person wishing to address the Board shall state his or her name and address.

No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Commissioners' questions, if any. The Chairperson shall control the amount of time each person shall be allowed to speak, which shall not exceed three (3) minutes. The Chairperson may, at his or her discretion, extend the amount of time any person is allowed to speak.

Public comment will be solicited during the two public comment periods noted in Rule 5.4, Order of Business. However, public comment will generally be received at any time during the meeting regarding a specific topic currently under discussion by the board. Members of the public wishing to comment should raise their hand or pass a note to the clerk in order to be recognized, and shall not address the board until called upon by the chairperson.

5. APPROVAL OF AGENDA

6. CONSENT CALENDAR:

The purpose of the Consent Calendar is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff or the public may ask that any item on the Consent Calendar be removed and placed elsewhere on the agenda for full discussion. Such requests will be automatically respected.

If any item is not removed from the consent calendar, the action noted (receive & file or approval) is approved by a single Commission action adopting the consent calendar.

All Information identified on the Consent Calendar can be viewed in it's entirety at [www.grandtraverse.org](http://www.grandtraverse.org).

- a. Receive and File:
  - 1) Grand Traverse Conservation District Monthly Report (July 2017) .....10
  - 2) Department of Health & Human Services Board Minutes of 6-30-17 ..... 15
  - 3) Road Commission Monthly Report.....20

4) Staff Report.....	21
6) Budget to Actual Revenue and Expenditure Report.....	34
7) In the matter of Edwin Martel et al on the permit issued to Grand Traverse County, Michigan Administrative Hearing System; Case No. WRP 001528 .....	56
8) Reports from the Chairwoman:	
▶ National Association of Counties Legislative Conference, Washington, DC – February 24-28, 2017-73	
▶ Michigan Association of Counties Legislative Conference, Lansing, MI – March 27-29, 2017 .....	76
▶ Michigan Leadership Forum, East Lansing, MI – May 2, 2017 .....	77
▶ National Association of Counties Annual Conference, Columbus, OH, July 21-24, 2017 .....	78
▶ Michigan County Commissioners Conference - The White House, August 8, 2017 .....	80
b. Approvals:	
1) Repeal Ordinance #8 – Grand Traverse Housing Commission .....	90
2) Budget Amendments .....	92
3) July 2017 Claims Approval.....	98
4) Child Care Fund, Grand Traverse County 2017-2018 .....	106
5) Household Hazardous Waste (HHW) Contract Award .....	112
6) Economic Development Corporation (EDC) Appointments .....	120
c. Action:	
7. SPECIAL ORDERS OF BUSINESS:	
a. Networks Northwest Annual Presentation (Elaine Wood) .....	123
8. ITEMS REMOVED FROM CONSENT CALENDAR	
9. DEPARTMENTAL ITEMS:	
10. OLD/UNFINISHED BUSINESS:	
a. Updates:	
1) Commission on Aging	
2) Veterans Administration	
11. NEW BUSINESS:	
12. SECOND PUBLIC COMMENT (Refer to Rules under Public Comment/Input above.)	
13. COMMISSIONER/DEPARTMENT REPORTS:	
14. NOTICES	
15. CLOSED SESSION (IF REQUIRED)	
16. ADJOURNMENT	

GRAND TRAVERSE COUNTY  
BOARD OF COMMISSIONERS

Regular Meeting  
August 2, 2017

Chairwoman Crawford called the meeting to order at 5:48 p.m. at the Governmental Center.

OPENING CEREMONIES OR EXERCISES

The Pledge of Allegiance to the Flag of the United States of America was recited.

PRESENT: Addison Wheelock, Jr., Tom Mair, Dan Lathrop, Bob Johnson, Ron Clous,  
Cheryl Gore Follette, and Carol Crawford

APPROVAL OF MINUTES

July 26, 2017 – Regular Session

The County Clerk distributed a corrected copy of the July 26, 2017 minutes due to a typo in the numbering of the resolutions.

Moved by Wheelock, seconded by Johnson to approve the corrected July 26, 2017 minutes.  
Motion carried.

PUBLIC COMMENT

None

APPROVAL OF AGENDA

Add appointment to Building Authority under New Business  
Remove Veterans Affairs Committee update from New Business

Moved by Wheelock, seconded by Clous to approve the agenda as amended. Motion carried.

CONSENT CALENDAR

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A. RECEIVE AND FILE

1. Resolution regarding Great Lakes Initiative Funding (Bay County)
2. 2016 Audited Financial Statement

B. APPROVALS

1. Resolution 83-2017  
County Clerk  
Voting Equipment Grant

2. Resolution 84-2017  
Health Department  
Healthy Futures Services Agreement  
Amendment #12

ACTION ON THE CONSENT CALENDAR

The County Clerk read the Consent Calendar for the record.

Moved by Johnson, seconded by Mair to approve the Consent Calendar as presented.  
Motion carried.

DEPARTMENT ACTION ITEMS

a. Administration

1. Agreement with Chestnut Hills  
Tom Menzel, County Administrator, Jen DeHaan, Deputy County Administrator, and Jackie Gwyn, Chestnut Hills, explained the agreement and answered Commissioners' questions.

Resolution 85-2017  
Public Services Building  
Chestnut Hills  
Agreement to Share in Costs of  
Road Maintenance for Easement

Moved by Gore Follette, seconded by Johnson to approve Resolution 85-2017.  
Motion carried.

SPECIAL ORDERS OF BUSINESS

a. Presentation of the 2016 Audit – Gabridge & Company  
Jody Lundquist, Finance Director, and Joe Verlin, Gabridge & Company, gave a presentation of the 2016 audit of Grand Traverse County and answered Commissioners' questions.

OLD BUSINESS

a. Pension Stabilization Discussion

1. Bonding  
Commissioners discussed the option of bonding and decided not to pursue this option at this time.

2. Sales of Assets (Property)  
Commissioners discussed selling County owned property and applying the proceeds to the pension liability.

Commissioners directed John Sych, Planning Director to obtain an appraisal of the Governmental Center building and bring this information back to a future meeting.

Tom Menzel, County Administrator, indicated that staff was also looking at the possibility of selling a couple of cell towers.

- b. Establishment of Pension Stabilization Trust  
Commissioners discussed establishing an irrevocable pension stabilization trust. Staff indicated that Miller Canfield Law firm has drawn up a draft of the trust that would be presented at a future meeting.

Resolution 86-2017  
Pension Stabilization Trust  
Established

Moved by Johnson, seconded by Lathrop to approve Resolution 86-2017.

Roll Call Vote: Yes 4, No 3

Nay: Mair, Gore Follette, and Wheelock

- c. Appropriation of Whitewater Township Property Sale Proceeds  
Commissioners discussed placing the option of putting the sale proceeds of the Whitewater Township property into the irrevocable pension stabilization trust or applying it all to the pension liability.

Moved by Wheelock, seconded by Gore Follette to apply the Whitewater Township property sale proceeds directly towards the MERS pension liability.

Roll Call Vote: Yes 4, No 3

Nay: Lathrop, Johnson, and Clous

NEW BUSINESS

- a. Veteran's Affairs Committee Update – Removed from agenda
- b. Building Authority Appointment  
Moved by Crawford, seconded by Wheelock to appoint Nick Agostinelli to the Building Authority to fill the vacancy ending 12-31-2019. Motion carried.
- b. County Administrator Search  
Moved by Crawford, seconded by Mair to offer the County Administrator position to Vicki Uppal.  
Roll Call Vote: Yes 4, No 3  
Nay: Johnson, Clous, and Lathrop

PUBLIC COMMENT

None

COMMISSIONER/DEPARTMENT REPORTS

Gore Follette thanked Jean Derenzy for her work on the Car Conference held in Grand Traverse County.

NOTICES

**August 19 – Community Day at Civic Center for dedication of new playground**

CLOSED SESSION

Meeting adjourned at 7:33 p.m.

\_\_\_\_\_  
Bonnie Scheele, County Clerk

\_\_\_\_\_  
Carol Crawford, Chairwoman

APPROVED:

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Initials)

GRAND TRAVERSE COUNTY  
BOARD OF COMMISSIONERS

Special Session  
August 10, 2017

Chairwoman Crawford called the meeting to order at 5:34 p.m. at the Governmental Center.

OPENING CEREMONIES OR EXERCISES

The Pledge of Allegiance to the Flag of the United States of America was recited.

PRESENT: Bob Johnson, Ron Clous, Addison Wheelock, Jr., Cheryl Gore Follette,  
Tom Mair, Dan Lathrop and Carol Crawford

PUBLIC COMMENT

**Christine Maxbauer** spoke about the new County Administrator contract.

COUNTY ADMINISTRATOR CONTRACTS

- A) Ratify Contract for New County Administrator – Vicki Uppal  
Commissioners discussed the new County Administrator contract and made the following changes:
- \* Change salary to \$130,000/yr
  - \* Change severance pay to 3 months
  - \* Change vacation payout to “all unused” vacation time shall be paid.

Chris Forsyth, Civil Counsel, excused himself from the meeting to call Ms. Uppal concerning the changes in the contract. Ms. Uppal agreed to accept the changes.

Chris Forsyth, Civil Counsel, provided the County Clerk with an amended employment contract (see file for amended contract) and Jody Lundquist, Finance Director, provided the following amended resolution to reflect the changes in compensation.

**RESOLUTION APPROVING ADMINISTRATOR  
EMPLOYMENT AGREEMENT WITH VICKI UPPAL  
87-2017**

WHEREAS at the Grand Traverse County Board of Commissioners regular meeting on August 2, 2017, the Board of Commissioners adopted a resolution to offer the County Administrator position to Vicki Uppal; and

WHEREAS, Ms. Uppal has indicated that she will accept the offer to serve as the County Administrator contingent upon the preparation and approval of an employment agreement;

WHEREAS, MCL 46.11(o), states that if the Board of Commissioners appoints a chief administrative officer, the Board may enter into an employment contract with that officer;

WHEREAS, an employment agreement providing for the terms and conditions of Ms. Uppal's employment has been prepared; and

WHEREAS, given the terms and conditions of her employment agreement, the Board of Commissioners shall have to appropriate funds for Ms. Uppal's salary and benefits as provided in the proposed agreement in the approximate amount of \$60,688 for the fiscal year ending December 31, 2017.

WHEREAS, one-time unanticipated revenues of \$72,475 were recognized by previous Board action and transferred from the Foreclosure Auction Restricted Funds to the General Fund, of which \$62,475 is available to support this appropriation.

THEREFORE, BE IT RESOLVED BY THE GRAND TRAVERSE COUNTY BOARD OF COMMISSIONERS, to appoint Vicki Uppal as the Grand Traverse County Administrator;

BE IT FURTHER RESOLVED, that the Board of Commissioners approves the proposed employment agreement with Ms. Uppal as County Administrator, and authorizes the Chair of the Board of Commissioner's to execute the agreement;

BE IT FINALLY RESOLVED that the Board of Commissioners authorizes the necessary appropriation in the 2017 fiscal year ending December 31, 2017 to pay the costs associated with the Administrator's salary and benefits as provided in her employment agreement (see file for attachment)

Moved by Gore Follette, seconded by Mair to approve the amended Resolution 87-2017 listed above provided by the County Finance Director.

Roll Call Vote: Yes 4, No 3

Nay: Clous, Lathrop and Johnson

**B) Review and Approval of Transition Agreements – Tom Menzel**

Moved by Crawford, seconded by Follette to approve the separation agreement.

Roll Call Vote: Yes 6, No 1

Nay: Mair

Moved by Gore Follette, seconded by Clous to approve the consultant agreement.

Roll Call Vote: Yes 6, No 1

Nay: Mair

The following resolution includes both the separation agreement and the consultant agreements that were approved:



**RESOLUTION APPROVING SEPERATION AGREEMENT  
AND CONSULTANT AGREEMENT WITH THOMAS F. MENZEL  
88-2017**

WHEREAS, on October 8, 2015, the County and Mr. Menzel executed an employment agreement that set forth the terms and conditions of his employment as County Administrator;

WHEREAS, in memorandum dated January 20, 2017, Mr. Menzel gave notice to the Grand Traverse County Board of Commissioners that he was resigning as Administrator effective December 31, 2017;

WHEREAS at the Grand Traverse County Board of Commissioners regular meeting on August 2, 2017, the Board of Commissioners adopted a resolution to offer the County Administrator position to Vicki Uppal; and

WHEREAS, with Ms. Uppal's selection as the new Administrator and her anticipated start date of September 5, 2017, Mr. Menzel agreed to end his employment as County Administrator at an earlier date, and has further agreed to provide certain consultation services to Grand Traverse County after his employment as County Administrator has ended;

WHEREAS, a Separation Agreement and Release as well as a Consultant Agreement have been prepared with the first agreement providing for the terms and conditions for his separation from the County and second, providing the terms and conditions for consultation services.

THEREFORE, BE IT RESOLVED BY THE GRAND TRAVERSE COUNTY BOARD OF COMMISSIONERS, TO HEREBY approve the proposed Separation Agreement and Release with Mr. Menzel, and authorizes the Chair of the Board of Commissioner's to execute the agreement;

BE IT FINALLY RESOLVED that the Board of Commissioners approves the proposed Consultant Agreement with Mr. Menzel, and authorizes the Chair of the Board of Commissioner's to execute the agreement (see file for attachments)

PUBLIC COMMENT

**Pete Doran** thanked the Commissioners for getting the clock tower running again.

Meeting adjourned at 6:03 p.m.

\_\_\_\_\_  
Bonnie Scheele, County Clerk

\_\_\_\_\_  
Carol Crawford, Chairwoman

APPROVED: \_\_\_\_\_  
(Date) (Initials)

Grand Traverse Conservation District  
July 2017 Report

CONSERVATION TEAM

**OWNER/PARKLAND:** Grand Traverse County - Natural Education Reserve

**Administration**

- Met with County Parks & Rec Director Kris Erickson & Marty Dunham, Director of Facilities re: 2018 proposed work plan budget for NER.
- Prepared and submitted 2018 proposed annual work plan budget for NER.
- Met with County Deputy Civil Counsel Chris Forsyth re: Preparation of an affidavit in response to the contested case related to the County's MDEQ permit to remove Boardman Dam.
- Met with TART for trail planning purposes post Boardman Dam removal.
- Met with Lautner Irrigation to assess the irrigation needs at the Nature Center for Master Gardeners.

**Routine Monitoring and Maintenance**

- Monitored all trails and trailheads, picked-up trash, and replaced dog waste bags as needed.
- Mowed, weed-whipped, and pruned trails along the NER as needed.
- Treated trailside poison ivy.
- Assessed stair repair needs in vicinity of the Meadows Pavilion trailhead.
- Cleared downfall trees from trails.
- Removed rotted out fencing along Keystone Rapids near overlook.
- Removed old wire fence in vicinity of Oleson Bridge.
- Repaired fencing at Keystone Rapids Trailhead

**Grants**

**Other**

- Attended dams IT meeting to discuss Boardman River Trail placement options.
- Finished coordinating Boardman and Sabin Pond bottomlands invasive species treatments.
- Called American Waste in regards to waste can over-flow at Beitner Canoe Landing.
- Installed additional poison ivy signs along trails.
- Met with Jack Robbins to discuss the implementation of a universal access trail that connects the TCAPS parking garage to Sabin Overlook.
- Released Galerucella leaf-beetles for bio-control treatment of purple loosestrife on the NER.

**BOARDMAN RIVER STEWARDSHIP:**

- Placed temperature probes at select locations in the Boardman.
- Met with Brett Fessell, RCA & Associates regarding restoration work that he's helping design along Kids Creek (Tributary "A") at Front and Madison.
- Met with new riverfront property owner downstream of Brown Bridge regarding what they can and can't do along the river.

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**ENVIRONMENTAL EDUCATION**

Nature Center Visitation this Month: 752  
Program Participants this month: 557  
Drop ins this month: 195  
Nature Center Visitation this year: 5,383

Nature Center Visitation July 2016: 770  
Program Participants July 2016: 469  
Drop in July 2016: 301  
Nature Center Visitation since 2008: 75,996

**Program Participation & Program Planning:**

- 883 Camper Days for the Month of July
- Two new volunteer staff added to summer camp
- 2017 State of Michigan Day Camp Licensing annual review completed. The camp is compliant. We will need to reapply in 2018.
- 2017/2018 Knee High Program and Peepers Program being planned
- Partnership with Dennon Museum created to collaborate on the new River Monsters exhibit coming summer 2018

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**FORESTRY ASSISTANCE PROGRAM (FAP)****On-Site Visits:****Grand Traverse County**

1. 2 acs., Mayfield Twp. - oak wilt
2. Maple Bay, 1 ac., Acme Twp. - oak wilt
3. Timber Ridge Resort, 100 acs., Garfield Twp. - oak wilt
4. 1 ac., Whitewater Twp., - oak wilt
5. 27 acs., Paradise Twp.

**Written Forest Management Recommendations:** 0 **OFP Verifications:** 1 **MAEAP/FWH Verifications:** 0



FAP Referrals to Private Sector: 3

FAP Referrals to Public Sector: 1

In-office Contacts: 50 landowners

Follow-up Contacts: 57 landowners/qualified foresters

FAP Promotion/Program Development:

1. Update website/forester referral lists/landowner email lists
2. FAP Conference Call
3. GIS Map Entry
4. Planning/promotion for Forestry Field Day, Ties to the Land, MFA/TF Annual meeting
5. Interview with Stephanie Mills for Nature Change
6. Met with Paul Harris/Lynn Bakker, EAB Parasitoid lab search for ash trees
7. Forestry presentation at Congregational Summer Assembly (adult presentation -18, interns presentation - 4, youth camp - 48)
8. IAA site visit with presenters for Forestry Field Day prep.
9. Follow-up at all 6 2016 oak wilt treatment sites
10. Prioritizing new oak wilt sites for grant process

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NORTHWEST MICHIGAN INVASIVE SPECIES NETWORK (ISN)

Active Contacts: 167

Passive Contacts: 166,931 + website

Volunteer Hours: 48

Volunteers: 16

Acres Treated: 13

Sites Treated: 32

Acres Surveyed: 901

Sites Surveyed: 53

**Meetings/Presentations:**

- 7/12 - Met with DJ and Jonathan re: Tribe GLRI & EQIP with ISN
- 7/13 - Attended Rotary Charities Grant Training
- 7/14 - Attended Phragmites Adaptive Management Framework (PAMF) training (Gaylord)
- 7/18 - Presented ordinances *etc.* to Elmwood Twp.; 12 attendees; will be using Planting Guide!
- 7/24-25 - Attended CISMA Field Trip & ID Workshop (Grand Rapids); 8 (new) contacts, saw many EDR species (Chinese yam, swallowwort, *etc.*)

**Treatments and Surveys:**

- 7/10 - Site visit GT, surveyed for Oriental Bittersweet (7 acres)
- 7/29 - Hosted GT JB Trade-Up Dumpster Day; 11 active contacts, 25 plants collected
- 7/31 - Landowner site visit (Traverse City) for general invasives/*Go Beyond Beauty* participation
- Restoration: planted 60 native willow stakes at Lautner Irrigation JK site (0.25 acre)
- Treated JK: GT- 16 sites 2.5 acres



- Started Phragmites letters/permissions; 10 letters sent
- Conducted JK site visits: GT: 2 sites
- Surveyed 22 sites in four counties; 803 acres + 30 road miles, 6 miles inland lake shoreline
- + 8 miles GL shoreline + 10 rivermiles

**Other Accomplishments:**

- Welcomed two new GBB participants!
- Invited for full proposals on 3 MISGP applications
- Ordered 3 new door hangers and 1 new (JB) rack card
- Updated & printed GBB participant insert
- Invasive Species Curriculum finalized and [on website](#)
- [Baby's Breath spot/article](#) by UpNorth Live published (151,700+ likes)
- [Manistee News Advocate interview](#) - article in paper on Dumpster Day, plus a calendar item
- Facebook reach: 7,731
  - Passed 800 "Likes"!
- [Instagram](#): passed 80 followers!

**Ongoing Work:**

- TART Leelanau Trail Invasive Species Management Plan work—first draft complete
- Continued Municipality outreach work
- Managing ISN budget
- Updating ISN website, Facebook page, and resources
- Updating and consolidating GIS data
- Education & outreach
- Creating & sharing materials with partners

**Upcoming Events:**

- 8/3 - Elberta Beach baby's breath workbee, 9am

MICHIGAN AGRICULTURE ENVIRONMENTAL ASSURANCE PROGRAM (MAEAP)

**Farms Visited: 5 (Lauren), 6 (Lizzy)**

**Risk Assessments Completed: 1 (Lauren), 2 (Lizzy)**

**Farms Verified: 0**

**Updates:**

- 7/12: Local Food Alliance Potluck at Providence Farm and CSA
- 7/14: P45 First Friday at Ten Hands Vineyard: Foliar Fertilization Programs in the Vineyard
- 7/17: Farm Bureau Board Meeting
- 7/19: Michigan Decision Maker's Tour with EPA Representatives
- 7/26: MDARD Well Monitoring Training with Jim Pawlowicz

**Current Projects:**

- Working with:
  - 6 farms in Benzie



- 9 farms in Leelanau
- 9 farms in Grand Traverse
- 5 farms in Antrim
- Risk Assessments Completed in June: 1
- Partnering with Antrim Conservation District and USDA-NRCS for Soil Health Field Day at Shooks Farm in Antrim County (MAEAP Phase 1 Event)
- Approved for new cost-share funding (additional \$8,000 for this fiscal year); working with farmers to complete cost-share application process for on-farm conservation practice implementation.

**Upcoming Events:**

- Ongoing July-October: MDARD Well Monitoring Program
- 8/4: P45 First Friday at Ten Hands Vineyard
- 8/5: Hands on, Hop IPM Workshops and Hop Growers of Michigan Tour in Empire, MI
- 8/10: Adventures with Agriculture Hike with Nature Center Environmental Education Program participants
- 8/11: Antrim County Soil Health Field Day – MAEAP Phase 1 Event
- 8/15-8/17: USDA-NRCS Cultural Resources Training in Petoskey, MI
- Northwest Michigan Horticultural Research Station Open House: MAEAP Phase 1 Event

**GRAND TRAVERSE COUNTY  
DEPARTMENT OF HEALTH AND HUMAN SERVICES BOARD  
1000 Pavilions Circle, Traverse City, MI 49684**

**MINUTES OF THE JUNE 30, 2017 MEETING**

<b>PRESENT:</b>	Ralph Soffredine, Rodetta Harrand, John Rizzo Kory Hansen, Rose Coleman, Robert Barnes, Darcey Gratton Carol Crawford	Board Staff Commission
<b>GUESTS:</b>	Steve Girard	Clark Hill

The regular meeting of the Grand Traverse County Department of Health and Human Services Board was called to order at 9:00 a.m. by Board Chair Ralph Soffredine in the Board Room at the Grand Traverse Pavilions.

**Public Comment/Input** – 9:01 am - Crawford, 4755 Springbrook Drive, Williamsburg, MI 49690. Crawford stated she is trying to reason with the County Board of Commissioner's to understand that the lease the Pavilions signed with the county for the Garfield building should not be changed. Approval for the bonds on the PACE building will be brought to the County Commissioners Board meeting on July 19 (changed to July 26). Crawford stated that County Administrator, Tom Menzel indicated that the bonds should get approved with no problem but the lease for the building is still in discussion. Crawford has voiced her opinion that she is against changing the original lease agreement on the Garfield building between the Pavilions and the County and stated that Menzel is the one asking for that change. Crawford will continue to advocate for the Pavilions and will support to keep the original contract signed by County Commissioners in 2014. Crawford thanked Hansen for coming to the meeting on June 28 to provide information to the commissioners and apologized that he was caught off guard with questions that were not on the agenda to discuss. Crawford stated that it was inappropriate and should have been addressed separately at another time. Crawford believes that the bonds for PACE will pass and the commissioners will move on after hearing all the facts. Crawford reviewed the three candidates for County Administrator. The final interviews will be held at the end of July.

End 9:12 am

Mair in 9:12am

**Approval of Agenda** – Chair Soffredine asked if there were additions, changes or corrections to the agenda. Hansen requested to add under C. Business (7) Request to Purchase – Two Server Upgrades. Motion was made by Harrand to approve the Agenda with additions/changes as presented, seconded by Rizzo and carried unanimously.

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**REVIEW AND FILE**

1. Minutes of the 5/26/17 Board Meeting
2. Aspen Resident Council minutes of 4/25/17

3. Birch Resident Council minutes of 4/26/17
4. Cherry Resident Council minutes of 4/27/17
5. Dogwood Resident Council minutes of 4/26/17
6. Elm Resident Council minutes of 4/27/16
7. Faust Thank You
8. The Compass - June Issue
9. P.E.P. Talk Employee Newsletter – June Issue
10. 2017 Media Report - May

Motion was made by Harrand to approve the Consent Calendar as presented. Motion seconded by Rizzo and carried unanimously.

**Public Act 280 – Steve Girard, Clark Hill** - (Verbal) - Hansen introduced Clark Hill attorney, Steve Girard. Girard provided information on Public Act 280 and how it provides the statutory framework for the creation and operation of county medical care facilities and reviewed how it became established. Girard reviewed the rules of how Board meetings should be run and the expected duties of the Department of Health and Human Services Board (DHHS) Board. Topics included: Board member qualifications, terms of office, conflicts of interest, open meetings and notices. Girard noted that section 58 specifically stated that the DHHS Board is authorized to supervise and be responsible for the operation of the county medical care facility (MCF). He further explained that the County Commissioners do not run MCF's. The CEO/Administrator runs the day to day operations and reports to the DHHS Board as a group with an open meeting. All decisions shall be made with the Board at a meeting open to the public.

Girard out 9:49am

**County-Owned Properties Report** – Hansen shared a memo dated 6-21-17 from Chris Forsyth, Deputy Civil Counsel, to the Grand Traverse County Board of Commissioners. Included in the memo, Forsyth reviews his research on Grand Traverse Pavilions which shows that the property would not be easy to sell. The memo states that regardless of the issue of whether the Building Authority has ownership of the Pavilions, it may be difficult for the Board of Commissioners to sell this property because it lacks oversight of the Pavilions. The Pavilions, as a medical care facility, is overseen by the county's Department of Health and Human Services (DHHS) Board. Section 58 of the Social Welfare Act, MCL 400.58 states that the DHHS "board shall supervise and be responsible for the operation of a county medical care facility..." Given this language, it may not legally be possible for the Board of Commissioners to sell the Pavilions because the county Commissioners do not supervise nor responsible for the operations of the Pavilions.

**Request for Information** – Hansen reported that County Administration has requested information on Hansen's total compensation and top five paid Pavilions employees that report to Hansen as well as operational metrics. Hansen stated he had no problem providing the information but felt he deserved an answer to why it was requested and how the information was intended to be used. Hansen stated that he responded with the information requested and added additional information as he thought relevant. Harrand stated that as a new Board member in November, she was given the same information as part of Hansen's evaluation packet. Soffredine stated he has also always been pleased with the information provided by Hansen for his evaluation and compensation review.



**DEQ letter 6/1/17** – Hansen reported that he received a letter from the Department of Environmental Quality (DEQ) that was also copied to the County Administrator, Tom Menzel. Hansen provided some background regarding the underground storage tank for which Grand Traverse County/Grand Traverse Pavilions had environmental responsibility through the sale of the old Grand Traverse Medical Care Facility. The tank was under the old ambulance county garage. Hansen stated that the Pavilions engaged environmental consultants and paid for the original reports filed with DEQ and subsequent follow up with funds set aside from the sale of that building. However, in 2013, it was turned over to the Brownfield Redevelopment Authority (BRA) who had the funds and expertise to manage the site. The county's Planning and Development Deputy Director, Jean Derenzy and Menzel will be following up with the DEQ. Hansen will provide updates to the board as necessary.

**PACE Update** – Hansen discussed the letter sent to the County Administration dated June 22, 2017 that provides a 60-day notice to the county (landlord) of our intent to make alteration to the building by renovating the building to accommodate use for PACE, which is a requirement of the lease. Hansen reported that the architectural documents will be finalized in few weeks which will enable the plans to move forward with going out for bids, followed by the contractors being selected. Plans for construction to begin around September 1 is still on course. Hansen is looking at financing options for PACE that includes bonding, an unsecured line of credit or a partnership with a company out of Denver. Hansen stated that nearly \$2 million has been raised out of the original goal of \$3 million. A financing plan must be secured for the total project before moving forward.

**Chief Executive Officer Report** – Hansen reviewed his written report and stated it was a busy month with many activities. Staff participated in the Bay Area Seniors Advocates Senior Expo to represent the Pavilions services. Hansen stated that all Boards are invited to the first cultivation event that is scheduled for Friday, June 30 at the home of Agnes Hayden. Grand Traverse Pavilions was a presenting sponsor at the 90 over 90 brunch which was hosted by the Grand Traverse Senior Center Network. Hansen and staff traveled to Kalamazoo to attend the Leading Age awards presentation for Penny and Erin Hanks. Hansen stated that Foundation President, Dennis Prout also was nominated for his service as the Foundation President, leadership of The PACE Campaign and for his personal leadership by example regarding donor support for the Pavilions and PACE. On his way back from Kalamazoo, Hansen met with the Executive Director of the Newago PACE program and toured the center that is anticipated to open this summer. Hansen reported that there were no Facility Reported Incidents in May. The FRI from April was reviewed along with a complaint investigation and there was no substantiated or cited area for either incident. The state came in to re-survey, making sure that we had corrected the citations as indicated on our plan of correction. We were cleared and received a license renewal as well as for our fire safety. Hansen stated he would bring back the final reports at the next meeting. Hansen reported that he met with staff and labor law attorney Steven Girard to review a settlement proposal for the RN contract. On June 26, it was decided that an offer would be made to the Union Representative to provide a signing bonus if the union agreed to eliminate the PIETO program. The Union agreed to take the proposal to its members for a vote, so the Fact Finding meeting that was scheduled on June 27 was cancelled. The vote is scheduled to take place in July.

**Financial Report** - Hansen reviewed the financial report for May 2017. Hansen reviewed the voucher review for May 2017 and found no exceptions. The Social Accountability was reviewed for May 2017 which totaled \$1,809,510 in uncompensated care and services year-to-date provided by Grand Traverse Pavilions. Motion made by Rizzo to accept the financial report for May as presented. Motion seconded by Harrand and carried unanimously.

**GTP Foundation Board of Trustees 2017-2018** - Hansen reviewed the 2017-2018 Grand Traverse Pavilions Foundation membership roster. As indicated in the Foundation Bylaws, the DHHS appoints annually. Motion was made by Harrand to appoint the Grand Traverse Pavilions Foundation Board of Trustees membership roster for a one year term for 2017-2018 as presented, seconded by Rizzo and carried unanimously.

**Bond Resolution and Sub-lease** – Hansen reported that he is requesting bonds for the PACE building renovations. Hansen explained there needs to be a resolution authorizing publishing the notice of intent along with the sub-lease between the Pavilions and PACE North for the bond payments. The Resolution is to approve financing improvements to the Garfield building for PACE through the Grand Traverse County Building Authority. PACE and the Grand Traverse Health and Human Services Board wish to renovate and equip real estate which comprises the PACE Center through a bond issue to be issued through the Grand Traverse County Building Authority. PACE will sublease the Project from the Pavilions and will pay semi-annual rent sufficient to pay all debt service on a bond issue which is estimated to be in the principal amount of not to exceed \$3,500,000. Motion was made by Harrand, seconded by Rizzo to approve the resolution of sublease for financing improvements to a building for PACE through the Grand Traverse County Building Authority as presented and carried unanimously.

**PACE Building Sub-lease Agreement** - Hansen shared a notice that he sent to the county on June 22 along with a copy of the lease. A 30 day notice was given to provide notice of intent to assign the Commercial Lease Agreement dated September 1, 2014 to PACE North. Hansen explained that some County Commissioners feel the current lease for the PACE building made in 2014 was too generous. Hansen has been told that there are some commissioners not favorable of bonding unless we pay more on the lease to the building. Hansen said he'll table the PACE Building Sublease for now until the county decides what they will do with the bonds. No approval was needed.

**Request to Purchase – Common Area Chairs** - Hansen reviewed the request to purchase 24 common area chairs for the use in the common areas of Aspen-Dogwood pavilions. Three bids were received and the recommended bid was for Neuco Seating based on it being the lowest bid. Motion made by Rizzo to approve the bid of Neuco Seating for \$15,429.21 to purchase 24 common area chairs for the use in the units of Aspen-Dogwood. Seconded by Harrand and carried unanimously.

**Request to Purchase – Dining Room Tables** - Hansen reviewed the request to purchase new dining room tables for Willow Cottage. Three bids were received and the recommended bid was for Neuco Seating based on it being a local bid and just a \$100 more than the lowest bid. Motion made by Harrand to approve the bid of Neuco Seating for \$6,154.17 to purchase new dining room tables for Willow Cottage. Seconded by Rizzo and carried unanimously.

**Request to Purchase – Two Server Upgrades** - Hansen reviewed the need to replace two of our six main servers that are the oldest. Five bids were received and the recommended bid was

for Insight based on lowest bid price. Motion was made by Harrand to approve the bid from Insight to purchase two (2) new servers as presented for \$22,764.66. Motion was seconded by Rizzo and carried unanimously.

**Grand Traverse Pavilions Announcements -**

- (1) May 2017 Star Award - Hansen reviewed weekly winners

**Public Comment/Input**

10:35 am –Tom Mair, Grand Traverse County Board of Commissioner, stated that lately bonds have been a general concern for the county so the Pavilions request for bonds for PACE is probably just bad timing for a few of the commissioners. Mair stated his experience with bonds have not been bad so he hopes the other commissioners will consider this an option for PACE and that the county's business is not compared to the Pavilions. He shared his support with the Pavilions and hopes that the other Commissioners keep the bonds and the lease to the Garfield building separate. - End 10:39 am

10:39 am – Dennis Prout, President of the Grand Traverse Pavilions Foundation Board shared his appreciation for what the DHHS Board does and stated the Foundation Board is certainly behind the PACE program. Several other Foundations have shown their support, such as the Schmuckal Foundation, Biederman Foundation as well as Rotary Charities. Prout stated that the community support has been amazing and is proud to see the community financially support PACE. - End 10:42 am

Meeting adjourned at 10:42 a.m.

Signatures:



Ralph Soffredine - Chair  
Grand Traverse County Department of Health and Human Services Board



Korvyn R. Hansen, Assistant-Secretary

Date: July 28, 2017

Approved  
Corrected and Approved

**TO:** Chair – Board of Commissioners  
**FROM:** Jim Cook, Manager  
**DATE:** August 16, 2017  
**SUBJECT:** REPORT FOR THE RESCHEDULED AUGUST 23, 2017 MEETING  
AT 5:30 P.M. IN THE COMMISSION CHAMBERS  
400 BOARDMAN AVENUE, TRAVERSE CITY

**cc:** Board of County Road Commissioners

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A commissioner or I will be available to provide more detailed responses at the BOC meeting on the following items:

1. **Baggs Road** - This joint project with Kalkaska County Road Commission is now complete.
2. **Crescent Shores Joint Project with Long Lake Township** - We will be contributing about \$15,000 for improvements to the travel lanes on Crescent Shores Road in conjunction with Long Lake Township's recreational project.
3. **East Bay Township SADs** - The neighborhood meetings for English Woods and Canterbury Woods SAD road improvement projects were well received by residents. Contracts are being prepared. Bids are due shortly and will be processed immediately as the township meets the next day.
4. **Bluff Road Natural Beauty Road (NBR) Petition** - The public hearing was held on July 18 and the Board adopted a resolution denying the petition at its regular meeting of July 27, 2017. The road is highly developed and the majority of its plantings are not native.
5. **Transportation Corridor RFQ** - Chair Mouser will participate in the upcoming interviews as part of the contractor selection process.
6. **Four Mile Road at Coon Lake** - The Board held its public hearing on July 27 and will make a decision at its August 24 meeting. The decision is whether or not to add a portion of the Four Mile Road, which had been closed to traffic, to the seasonal road system in order to provide access to a landlocked parcel. Significant public comment was received.
7. **MDOT Contract for Guardrail Repairs** - The Board executed a contract from a grant awarded for guardrail repairs along portions of CR-633, Cedar Run Road, Garfield Road and Hobbs Highway for an estimated cost of \$802,230 with GTCRC responsible for \$89,170 more or less.
8. **MDOT Contract for Repairs to Portions of Barlow Street (Part A) and South Airport Road (Part B)** - The Board executed a two-part contract for repairs to these two roads in amounts paid by the Road Commission of \$93,000 and \$164,000 respectively, more or less.
9. **MERS Valuation Report** - Our report was updated following the independent audit. As of December 31, 2016, GTCRC is 75.5% funded, an increase of 12% from 2015.
10. **Fence in Williamsburg Road Right-of-Way** - The Board postponed acting on a tall wooden fence placed in the road right-of-way and in a clear zone on Williamsburg Road. The property owner is requesting to allow the fence to remain.
11. **Road Name Change** - The Board approved a request to rename a portion of Chums Village Drive to Cherry Pepsi Way. Pepsi is constructing a facility and the name change does not affect any property owners.
12. **Asset Management Plans for 2017** - Manager distributed copies of the updated 2017 Asset Management Plan (for road items) for the Board to review and approve in August. A similar plan for fleet assets is being prepared for presentation in September.
13. **Budget for 2018** - Staff has completed the revenue portion of a draft 2017 budget and the expense portion is currently being prepared. The first full draft will be presented to the Board in September.



### **2017-2018 Strategic Priorities**

**PRIORITY 1: BE A MODEL EMPLOYER**

**PRIORITY 2: BE FISCALLY SUSTAINABLE, DEMONSTRATE ACCOUNTABILITY AND TRANSPARENCY**

**PRIORITY 3: MAINTAIN AND INVEST IN THE COUNTY'S INFRASTRUCTURE**

**PRIORITY 4: PROTECT VULNERABLE POPULATIONS**

**PRIORITY 5: ADVANCE THE QUALITY OF THE REGION**

**PRIORITY 6: ESTABLISH NEW COLLABORATIVE PARTNERSHIPS AND ENHANCE EXISTING PARTNERSHIPS**

**PRIORITY 7: MAINTAIN PUBLIC SAFETY**

**PRIORITY 8: ENGAGE INTERNAL AND EXTERNAL STAKEHOLDERS TO SUPPORT A STRONG BRAND**

#### **Administration/Board of Commissioners/Resource Recovery (2, 6, 8)**

- The remaining household hazardous waste (HHW) collection of the year will be held October 14. Appointments are required and can be made online at [recyclesmart.info](http://recyclesmart.info) or by calling the RecycleSmart hotline at (231) 941-5555.
- Recommendation for HHW collection services for 2018-2020 is being presented to the Board of Commissioners at the August 16 meeting.

#### **Central Dispatch/911 (7)**

- No report provided.

#### **Circuit Court**

- No report provided.

#### **Circuit Court - Family Division**

- No report provided.

#### **Commission on Aging (4)**

- No report provided.

#### **Community Development & Codes (5)**

- COMMUNITY DEVELOPMENT/ECONOMIC DEVELOPMENT
  - No report provided.
- BROWNFIELD REDEVELOPMENT
  - No report provided.
- CONSTRUCTION CODE DIVISION (7)
  - No report provided.
- SOIL EROSION PROGRAM (8)
  - No report provided.

## County Clerk

- Stats for month of July
  - New Circuit and Family Court Cases filed: 31 civil, 67 domestic, 24 felony, and 26 juvenile.
  - Two (2) jury pools sent out for Circuit Court trials.
  - Clerked two (2) County Commission meetings.
  - Vital Records filed: 165 births, 85 deaths, and 99 marriage licenses.
  - DBAs filed: 79
  - Concealed Pistol applications filed: 73
  - Concealed Pistol fingerprints done: 20
  - Concealed Pistol Licenses issued: 66
  - Notary Bonds/Applications: 20
  - Passport Photos taken: 127
  - Certified Copies: 576 customers (this could be 1 or many copies per customer)
  - Wedding Ceremonies: 6
  - Voter Registrations: 127
  
- Began weekly meetings with Michigan Supreme Court, State Court Administrative Office and Imagesoft to coordinate efforts for programming & testing for the State-wide E-filing System go-live date of December, 2017. 13th Circuit will be one of the five pilot Courts designated to implement the new Michigan E-Filing State System by year's end.

## District Court

- No report provided.

## Drain Commissioner (5)

- No report provided.

## Equalization / GIS

- No report provided.

## Facilities Management (3)

- No report provided.

## Finance (2)

- No report provided.

## Friend of the Court

- No report provided.

## Health Department (1,2,4,5,6,7)

### ADMINISTRATION & FINANCE DIVISION

#### ➤ Finance

- Assisting health department programs in projecting their expenditures to their fiscal year state grant budgets for September 30, 2017.
  
- Continuing to work on County 2018 budget.

➤ Northern Michigan Public Health Alliance

- Cross Jurisdictional Sharing Impact & Implementation Program: Hosted site visit with Center for Sharing Public Health Services: presented data collected on costs and perceived quality of regional community health assessment versus local health department product and facilitated two focus groups (Health Officers and community partners) regarding benefits of regional community health assessment.
- National Health Security Award- The Alliance's Northern Michigan Public Health Emergency Preparedness Team was awarded the National Health Security Award at the National Association of County and City Health Officials' Annual Meeting.
- Northern Michigan Community Health Innovation Region- Received approval for Local Operations Plan, which details governance, management structure, and decision-making authority; plans for improving population health; core metrics, monitoring and reporting; health information technology; sustainability; and risk mitigation plans. I am happy to report that MDHHS passed on to us comments from the Federal funding agency saying we had the best community health innovation region in Michigan!
- Developed/implemented plan to recruit new members to achieve maximum of 49% health care sector representatives; leaders from Bay Area Transportation Authority, Inter-Tribal Council of Michigan, and Michigan Department of Health and Human Services will participate in their first meeting in August.
- HUBs are set to launch August 1, bringing total number to three, serving all 10 counties in the region.
  - Orientation and training is underway for staff at Grand Traverse and District 10 HUBs (HUB coordinator, call center operator, registered nurse, social worker, community health worker); intensive regional community health worker training, conducted by Michigan Community Health Worker Association, was completed in June.
  - Screening Tool aligns with Michigan Department of Health and Human Services' Integrated Service Delivery screening tool. Currently it is a pen-and paper product but a web-based version is being piloted and will be implemented across the region soon.
  - Resource Database is organized and compiled and web-based version is under development.
- ABL Change (framework to develop comprehensive regional Community Health Improvement Plan)
  - Develop Shared Vision for a Healthy Population with an initial focus on increasing the proportion of the population at a healthy weight.

- Conducting scanning for social determinants of health and community system conditions to inform second two-day training, set for October by collecting data from community partners and constituents.

➤ Outreach and Education

- Served 800 babies & families through the Baby Tent during the Cherry Festival.
- Directed video shoot for Back to School vaccination campaign. Commercials/PSA to appear on 9&10 the weeks of: 7/31,8/7,8/14, 8/21/17 .
- Served 100 babies & families through the Traverse City Film Festival Baby Tent.
- Provided interview with 9&10 and Environmental Health on Beach Monitoring and the advisories posted in July.
- Sent reminder letters to Kingsley middle schoolers regarding the upcoming vaccination clinic at the Kingsley school open house.

**MEDICAL EXAMINER DIVISION**

➤ Scene Investigators

- 7 on call medical examiner investigators have been hired, classroom and field trained in Kalamazoo and Northern Michigan. All investigators cover both Grand Traverse and Leelanau counties when on call.

➤ Health Innovation Grant

- Investigator go-kits were purchased through this grant and some components of the training were covered with this grant also. The current project is the installation and testing of the telemedicine equipment in the medical examiner morgue for external exams assisted by a pathologist from WMED pathologists.

**ENVIRONMENTAL HEALTH & ANIMAL CONTROL DIVISION**

➤ Environmental Health

- Two new sanitarians started with Environmental Health in July. Erik Carpenter works in the onsite water/wastewater and food safety programs. Brent Wheat works in the onsite water/wastewater program.
- Septic and well permit activity remained steady, outdoor pool inspections and campground inspections are ongoing.
- Beach monitoring has been active with routine weekly sampling of eleven Grand Traverse Bay beaches and four inland lakes beaches. Sunset Beach has consistently tested high for E. coli and several Level 2 (partial body contact) advisories were issued. Media interviews were conducted with 9&10, 7&4, and the Record Eagle.
- Began working with the Watershed Center and City of Traverse City to conduct source tracking to help identify possible sources of E. coli impacting Sunset Beach.



- o Several temporary food licenses were issued for various venues including the Traverse City Film Festival.

➤ Animal Control

- o Attended July 12th Ad Hoc Committee meeting to discuss funding and direction of Grand Traverse County Animal Control.
- o Animal Control staff participated in the Traverse Area Animal Coalition Building meeting at Cherryland Humane Society on July 20.
- o Animal Control staff met with Captain Clark at Sheriff's Department to discuss recent Animal Control cases that involved law enforcement. Monthly meetings between Animal Control and Sheriff's Department will help evaluate cooperative efforts going forward.
- o Several loose dog, dog in hot car, dog at large and animal abuse/neglect complaints were investigated.

**EMERGENCY MANAGEMENT & PUBLIC HEALTH PREPAREDNESS DIVISION**

➤ Emergency Management

- o No report provided.

➤ Emergency Preparedness

- o Closed Point of Dispensing Handbook Development- The offices of Public Health Emergency preparedness have drafted new plans and are preparing new agreements with public, private, and non-for profit agencies within the jurisdiction to assist public health with treating the public during large scale public health emergencies. These efforts greatly reduce the taxation of the public health departments during large scale public health events.
- o National Health Security Award- The Northern Michigan Public Health Emergency Preparedness Team was awarded the National Health Security Award at the National Association of County and City Health Officials' Annual Meeting. This is a nationally recognized achievement awarded to the Northern Michigan Public Health Emergency Preparedness Team and to those individuals with Grand Traverse County Health Department that have assisted in the coordinated collaboration.
- o Public Health Emergency Preparedness State and Local Team- Public Health Emergency Preparedness from Grand Traverse County attended and has been positioned at the table of this administrative planning team in Lansing Michigan which will assist in the progress of public health emergency planning moving forward.

**COMMUNITY HEALTH DIVISION**

*DISEASE CONTROL AND PREVENTION PROGRAMS:*

➤ Communicable Disease Program

- o Communicable Disease staff investigated 81 communicable diseases/animal bites and exposures for the month of July, including a flu outbreak at Interlochen Arts Camp and a salmonellosis outbreak related to consuming food at a local restaurant.

- o Supervisor participated in the Tuberculosis (TB) Nurse Network meeting via conference call on July 19.
  - o Supervisor and staff took part in the second HIV Linkage to Care Collaborative Meeting hosted by the Thomas Judd Care Center on July 21; the purpose of this group is to help find and retain HIV clients in medical care by promoting strong partnerships and allies within our region and state, with a focus on how to engage low-morbidity northern counties in this process. Supervisor participated in a “Data to Care” conference call on July 25, which discusses challenges with implementing such a program.
  - o Epi-Workplan and Enhanced Analysis submitted to Regional Epidemiologist and Emergency Preparedness Coordinator.
- Reproductive Health
- o Reproductive Health staff provided services for 69 men and women, of which 26 were new clients to the program.
  - o Continued participation in the Health Systems Change for Tobacco Dependence Grant through phone conference; third quarterly report submitted.
  - o Mid-year Family Planning Annual Report (FPAR) submitted to the Michigan Department of Health and Human Services.
  - o Supervisor distributed “Wear One” condom packs to four Grand Traverse locations as part of a collaboration/mini-grant with the Health Department of Northwest Michigan; the “Wear One” campaign focuses on widespread condom distribution across northern Michigan and the development of sexual health outreach materials in order to increase access to sexual health services and decrease sexually transmitted infections and unintended pregnancies.
- Immunizations
- o Administered 212 vaccinations in July, providing just under 150 immunization clinic appointments, highest in 2017 thus far.
  - o Accommodated 76 walk-in clients.
  - o Immunization staff provided 48 counseling education sessions for certified waivers to meet school entry requirements.
  - o Quarterly State Immunization Report Card reveals Grand Traverse County as ranking 3rd in the State for Flu Coverage ages 6 months to 8 years. Teen rates continue to surpass the Healthy People 2020 goal of 80% and we continue to see increases in Human Pappillomavirus for both females and males. As well, Grand Traverse County continues to see increases in overall Pneumovax coverage for adults aged 65 plus. Staff are making preparations for Seasonal Flu health department and outreach clinics for this Fall.

- o Continued participation in the regional immunization grant project with focus on improving Hep B vaccination rates, adolescent school-based immunization outreach clinics, and provider education and quality improvement for this last quarter of the grant cycle.

#### **MATERNAL AND CHILD HEALTH PROGRAMS:**

##### ➤ Maternal Infant Health Program

- o Maternal Infant Health Program staff attended Caring for Women and Children in the Continuum of Neonatal Abstinence Syndrome. This was a regional training held in Gaylord. The training was coordinated by the Northern Michigan Regional Perinatal Collaboration Network and Munson Medical Center. Nursing and social work staff were able to gain knowledge of identification and treatment of babies withdrawing from opiate addiction.

##### ➤ Healthy Futures

- o Kevin Kintner from Munson Medical Center Healthy Futures attended the July 18 Maternal Child Staff Meeting. Kevin updated staff regarding a Healthy Futures web portal. Client tracking will be available on the web portal. The program will become paperless.

##### ➤ Children's Special Health Care Services

- o Another successful outreach event held on Kids Day at the Cherry Festival. Staff was able to connect families that had not known about Children's Special Health Care Services to program services.

##### ➤ Pediatric Cardiac Clinic

- o Cathy Stauber BSN RN continues outreach efforts promoting Children's Special Health Care Services at the Pediatric Cardiac Clinic.

##### ➤ Adolescent Clinics

- o Grand Traverse County Health Department welcomed a new full-time Physician Assistant, Stacy Dobreff, MS, PA-C to our Community Health team. Stacy's primary assignment will be KTown adolescent health clinic, but she will also be oriented to other assignment sites within Community Health.

##### ➤ Head Start

- o Head Start Clinic planning completed in July. Clinics are scheduled to start August 2017.

##### ➤ WIC

- o WIC has started offering dental caries screening and fluoride varnish for their clients under 3 years old, and were able to provide 27 fluoride varnishes in July (launch month)! This program will improve oral health for our community and bring in additional revenue for the Health Department.
- o WIC continues to increase lead screenings with 26 performed in July, up from 10 screens in June.

- o WIC passed the yearly Management Evaluation Visit by the State WIC office. No unmet indicators going into FY 2017/18. Congratulations to Becca Noonan WIC Coordinator for leading the team through Management Evaluation 2017.
- Hearing & Vision
  - o July was a busy month for Head Start and fall school scheduling.
- Blood Lead Testing
  - o Amy Leiva BSN RN presented at the Maternal Child Health Staff Meeting updates on the Michigan Childhood Poisoning Prevention Program. The importance of early detection, and regular screening of our most vulnerable population (kids) is the number one way to decrease environmental threats. Lead poisoning is 100% preventable.
  - o Staff continue to follow up with families with initial elevated lead level diagnosed by pediatric practices to assure follow up testing by laboratory venipuncture to verify results.

#### **Human Resources (1)**

- No report provided.

#### **Information Technology (3)**

- During the August 2nd board meeting with Grand Traverse County and City of Traverse City, an IT Strategic Plan was presented by consultant Paul Knific. IT Director Ming Mays will be producing a Phase one action plan within a few months. Supplemental to the Strategic Plan, this document will further guide and address specific actions needed to meet the goals laid out in the Strategic plan.

#### **MSU Extension**

- No report provided.

#### **Parks and Recreation (2, 3, 4, 5, 6, 7, 8)**

- Civic Center: Join us for Community Day celebration and playground ribbon-cutting ceremonies at YOUR Civic Center Park! On Friday, August 18, 2017, a playground "preview" and ribbon-cutting will take place at 11:30 a.m., with Chamber of Commerce Ambassadors and the Falconers, the largest donors to the "Get-Out-and-Play" project, in attendance. A replica donor sign will be installed and unveiled for public viewing until the permanent sign is ready in November of this year. On Saturday, August 19, 2017 at 12 noon, a short ribbon-cutting ceremony will take place at the new Campbell Community Playground, followed by free lunch. This ceremony is part of a larger event at the Civic Center, called "Community Day," which will take place between 11 a.m. and 2 p.m. Sponsored by Friends of Easling Pool and Parks and Recreation, Community Day kicks off the fundraising campaign for the Easling Pool refurbishment project. This event promises to be fun for all ages. There will be new car test drives, live music, carnival games, free food, a cycling scavenger hunt, a dunk tank, free swimming and a chance to try out the Y's water obstacle course in the pool, and much, much more! The

best part about Community Day is the opportunity for us all to connect with our awesome community members.

- **Maple Bay Park and Natural Area:** Grand Traverse Regional Land Conservancy held its annual Preservation Celebration to thank and honor its donors, supporters, and volunteers on Saturday, August 5, 2017 at Maple Bay Farm. Conservancy volunteers and staff led guided hikes to the bay and through the newly protected addition to the Petobego State Game Area. They also opened the newly renovated Maple Bay Farmhouse for public viewing.
- Parks and Recreation is working with the Planning Department and a team of community stakeholders to develop a new five-year master plan to be filed with the MDNR by March 1, 2018 to enable eligibility for MDNR grants.

#### **Parks and Recreation/Senior Center Network (4)**

- 1,527 seniors participated in 6,456 units of service in July.
- 62 new members joined in June.
- **July Special Programs:** Cherry Festival “Senior Events”; Reiki Treatment presentation; “Kingsley History: Looking Back;” “Great American Western” picnics at outreach locations; Insomnia and Sleep presentation; and “Top Ten Legal Tips.”
- Local community leader Leo Hughes was named the 2017 Distinguished Leader at the annual Cherry Festival Senior Breakfast on Monday, July 3.
- Summer sports, including hiking, cycling, golf, pickleball, tennis, shuffleboard, and yoga on the beach, continue.
- Summer Mystery Trip to Castle Farms and Shorts Brewery took place in July.
- **August Special Programs:** Kayaking rescue; “Living in a Lighthouse;” “Our National Parks;” foot pain; singles’ night; DNR presentation about deer herd; emergency preparedness with the Grand Traverse County Emergency Management team; scam prevention seminar with AARP, to include free shredding on site.
- Received a \$5,000 grant from Spectrum Charter to enhance technology services to seniors. New computers will be purchased for the computer lab and instructional support provided to those in need.
- **Support Groups:** Job support provided by Kelly Services; Options for Senior Living assists seniors with questions about housing; Parkinson’s; healthy eating; free legal advice; tech support for smart devices; and various grief support groups in cooperation with Munson Medical Center.
- **Regular Programming:** Lunch served daily at noon; daily exercise classes; monthly blood pressure and glucose monitoring; massages; reflexology; foot care; art classes; knitting clubs; quilting group; basket weaving; fisherman’s club; games of all kinds;

monthly casino trip to Manistee; Saturday Socials; and daily information and referral service provided, as needed.

- Staff member Debra Mikowski, the Senior Center Network's Office Specialist, was nominated and recognized for her efforts in organizing the 2017 Project Fresh coupon distribution during the "Making a Difference" reception held in late July for Grand Traverse County employees nominated by fellow staff who acknowledged their efforts during the second quarter of 2017. Debra put in many hours tending to every event detail to assure a smooth and efficient process for distributing coupons to over 200 people in one day. Customers were happy, the coupons were distributed accurately, and there was minimal interruption to programming. A job well done, Debra!
- The initial Senior Center VISTA applicant decided not to take the position with the senior center. A second applicant has been interviewed and is expected to start the end of August.

### **Planning (3,5,6)**

- Staff will be providing technical assistance to the Parks and Recreation Department in updating the County Parks and Recreation Master Plan.
- A call for nominations for Annual Planning Awards has been issued. This event, co-sponsored by the County Planning Commission and the County Chapter of Michigan Townships Association, recognizes those individuals and projects that support or exemplify good planning in Grand Traverse County. Nominations are due October 6.
- The Planning Department is sponsoring a Capital Improvement Planning Workshop on Thursday, October 19 at the Governmental Center. The workshop will provide local officials and staff on energy efficiency and cost savings approaches to capital improvements.

### **Probate Court**

- No report provided.

### **Prosecuting Attorney**

- Prosecution As the County's Chief Law Enforcement Officer, the Prosecuting Attorney is responsible for the prosecution of crimes including juvenile, misdemeanor and felony offenses, protection of abused and neglected children, and establishment of child support for needy children. For the month of July, we engaged in the following:
  - Authorized 237 misdemeanor warrants
  - Authorized 69 felony warrants
  - Authorized 22 juvenile petitions
  - Handled the following matters in Family Court:
    - 12 allegedly mentally ill cases
    - 27 referrals from the Office of Child Support
- Civil Counsel

- Contract Drafting and Review - As the County's civil counsel, we assist various County departments in reviewing and drafting contracts and other agreements. Our involvement ranges from reviewing a contract and approving it "as to form," to negotiating the terms and conditions of the contract with the other party. For the month of July, we reviewed three contracts for the following departments:
  - Parks and Recreation: two
  - Administration: one
  
- FOIA Coordination - In 1997, the County Board of Commissioners designated the Prosecuting Attorney as the FOIA coordinator for Grand Traverse County. As the coordinator, we ensure that the various county departments are complying with Michigan's FOIA law including determining whether the requested information should be exempt from disclosure. For the month of July, we reviewed five requests, and provided advice and consultation to the following departments:
  - Administration: one
  - Parks and Recreation: one
  - Sheriff: two
  - Clerk: one
  
- Board of Commissioners/Staff Questions - Part of our duties as Civil Counsel involves answering questions and/or preparing opinion memoranda for the Board of Commissioners and County staff related to a wide variety of issues, ranging from compliance with state and federal statutes to advising on exposure to liability. For the month of July, we answered questions/prepared memos for the Board of Commissioners and various departments including:
  - Parks and Recreation
  
- Ordinance Drafting - As you know, under MCL 46.11, a county board of commissioners has the authority to adopt ordinances related to county affairs. One of our responsibilities is to prepare, amend or repeal ordinances when requested by the Board of Commissioners. For July, we did not prepare any ordinances.
  
- Litigation - We represent the County in civil actions filed in the Grand Traverse County District and Circuit Courts as well as the Federal District Courts. For the month of July, we represented the County in the following:
  - *In the Matter of Duck Lake*. On May 8<sup>th</sup>, we appeared before Judge Power who held a hearing to reaffirm the normal lake level and confirm the special assessment district boundaries. Several property owners owning land abutting the lake appeared and made comments on the record. Judge Power will schedule a second public hearing to allow additional public comments.
  - *In the Matter of Edwin Martel et al, on the permit issued to Grand Traverse County*. On September 10, 2016, Edwin Martel, William Lane, and Bruce Campbell filed a petition with the Department of Environmental Quality ("DEQ")

challenging DEQ's issuance of a permit to Grand Traverse County permitting the removal of the Boardman Dam. Mr. Martel and the other petitioners are claiming that the issuance of the permit and the removal of the dam will result in the destruction of the Education Reserve, which is a public trust. DEQ is represented by the Attorney General who has filed an appearance in this matter. In January, Administrative Law Judge Daniel Pulter granted our motion to intervene in the case. On April 25<sup>th</sup>, Judge Pulter held a pre hearing conference by telephone. At this hearing, Mr. Martel accused Judge Pulter of being biased against him and the other petitioners. Mr. Martel filed his motion requesting recusal which was denied. Thereafter, we received notice of the hearing on the petition, which will be heard on September 12<sup>th</sup> through the 14<sup>th</sup>.

o *Camelback IX, LLC v Grand Traverse County Treasurer et al.* Plaintiff has filed this lawsuit on April 13, 2017 seeking to foreclose a mortgage on a parcel of property located in Grant Township and owned by Douglas Prause. Plaintiff obtained this mortgage through an assignment from another financial institution. This assignment was recorded on February 17, 2017. Prior to the assignment being recorded, the Treasurer obtained a judgment of foreclosure for the parcel because the property owner failed to pay property taxes. By obtaining the judgment prior to Plaintiff recording the assignment, the County Treasurer has valid ownership of the property, which takes priority and extinguishes whatever lien Plaintiff has on the real estate. We filed our answer to Plaintiff's complaint. We will next file a motion for summary disposition and request that Plaintiff's complaint be dismissed.

- Board of Commissioners' Meetings - We attend every Board meeting, committee meeting and any special meetings. For the month of July, Chris Forsyth attended the special board meeting, and Bob Cooney attended the last monthly regular board meeting.

#### **Public Works**

- No report provided.

#### **Register of Deeds**

- No report provided.

#### **Sheriff (7)**

- No report provided.

#### **Treasurer**

- Actively processing July Board of Review adjustments for all townships and City to have bills and refunds processed within 30 days.
- Started summer 2017 tax collection, worked on balancing Brownfield numbers for proper capture.
- New employee started 7/24/17, we have had a vacancy since the beginning of April, and now the training begins.



- Processed 78 regular service, and 26 expedited passports for a total of 104 in July compared to 84 July 2016.

**Veterans Affairs (4)**

- No report provided.



**GRAND TRAVERSE COUNTY  
FINANCE DEPARTMENT**

400 BOARDMAN AVENUE  
TRAVERSE CITY, MI 49684-2577

FINANCE DIRECTOR (231) 922-4680  
DEPUTY FINANCE DIRECTOR (231) 922-4682  
FAX (231) 922-4636

DATE: August 7, 2017  
TO: Grand Traverse County Board of Commissioners  
FROM: Jody Lundquist, Finance Director  
RE: Budget to Actual Revenue and Expenditure Report

Please find attached the Budget to Actual Revenue and Expenditure Reports for the County's General Fund and Special Revenue Funds for the period ending June 30, 2017.

In your review of the report, it may be helpful to note that YTD Activity reflects actual activity recorded as of August 4, 2017 for the period ending June 30, 2017. Available Balance is the difference between total budgeted amounts and actual activity shown in the Available Balance column. Similarly, % BUDGET Used represents the percentage of budget represented by the YTD Balances. At June 30, 50% of the County's fiscal year has passed. When reviewing the attached report, the percentage of budget used year to date should be below 50% unless accounted for by timing of expenditures such as one-time purchases or distributions.

General Fund activity shown on the attached report illustrates the ongoing importance of monitoring cash flows throughout the year. The County relies heavily on property tax revenues as one of its primary sources of income. Property taxes are levied July 1 and are due in the summer each year to support operations throughout the remainder of the year. At June 30, only 20% of the County's projected revenue had been received while 41% of the total authorized budget had been spent. This is not necessarily cause for alarm but simply worth noting when reviewing the County's annual budget activity.

As always, please do not hesitate to contact me with any questions or for additional information.

**GRAND TRAVERSE COUNTY  
FISCAL YEAR 2017  
BUDGET TO ACTUAL EXPENDITURE REPORT (UNAUDITED)  
FOR THE PERIOD ENDING JUNE 30, 2017**

**SUMMARY BY FUND**

FUND	FUND NAME	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
101	GENERAL FUND	38,000,571	34,827,280	39,866,871	16,297,726	23,569,146	41%
131	13TH CIRCUIT COURT	1,946,168	1,809,647	1,942,407	976,089	966,318	50%
136	86TH DISTRICT COURT	3,972,943	3,840,521	4,048,012	2,034,209	2,013,803	50%
202	COUNTY SPECIAL PROJECTS	27,322	-	9,000	9,000	-	0%
207	CENTRAL DISPATCH/911	2,529,742	2,360,167	2,490,107	1,490,074	1,000,033	60%
208	PARKS AND RECREATION	538,039	522,162	672,680	404,415	268,265	60%
209	MAPLE BAY DEVELOPMENT	10,000	-	-	-	-	0%
215	FRIEND OF THE COURT	2,199,191	2,037,865	2,083,488	1,060,864	1,022,624	51%
216	SAFE HAVENS	143,574	143,574	-	-	-	0%
222	HEALTH DEPARTMENT	6,273,922	6,108,674	6,515,033	2,838,602	3,676,431	44%
251	VETERANS' TRUST FUND	70,200	56,436	50,200	12,562	37,638	25%
252	VETERANS' MILLAGE	-	-	627,389	257,212	370,177	41%
256	REGISTER OF DEEDS AUTOMATION	123,704	126,149	178,100	69,387	108,713	39%
260	COMMUNITY CORRECTIONS PA511	746,004	746,036	733,913	315,952	417,961	43%
261	COUNTY LAW LIBRARY	6,500	-	15,500	-	15,500	0%
262	FEDERAL EQUITABLE SHARING	8,000	-	-	-	-	0%
263	CONCEALED PISTOL LICENSING	23,000	19,599	24,105	10,856	13,249	45%
264	CORRECTIONS OFFICERS TRAINING	63,500	56,621	63,500	38,647	24,853	61%
266	CRIMINAL JUSTICE TRAINING ACT	20,000	10,379	14,000	6,004	7,996	43%
269	MITCHELL CREEK WATERSHED	8,155	-	-	-	-	0%
278	HOUSING TRUST	74,600	191	73,000	-	73,000	0%
279	CDBG	123,600	110,835	309,066	119,157	189,909	39%
280	NEXT MICHIGAN	88,200	25,036	43,100	5,382	37,718	12%
281	EDC	155,800	158,960	33,054	18	33,036	0%
287	TNT FORFEITURE FUND	116,633	114,732	95,220	31,506	63,714	33%
288	TNT GRANT	97,970	97,293	97,000	58,720	38,280	61%
292	CHILD CARE FUND	1,887,931	1,635,033	1,863,500	551,416	1,312,084	30%
295	ANIMAL CONTROL	88,825	65,622	133,068	48,096	84,972	36%
297	COMMISSION ON AGING	2,801,912	2,301,134	3,616,770	1,170,836	2,445,934	32%
298	SENIOR CENTER	652,330	522,289	590,539	227,106	363,433	38%
471	COUNTY FACILITIES	1,928,300	1,668,962	1,941,250	818,721	1,122,529	42%
472	CAPITAL IMPROVEMENT PROJECTS	900,000	401,717	625,843	122,100	503,743	20%
<b>TOTAL APPROPRIATIONS</b>		<b>65,626,636</b>	<b>59,766,916</b>	<b>69,383,104</b>	<b>29,231,867</b>	<b>40,151,238</b>	<b>42%</b>

**GRAND TRAVERSE COUNTY  
FISCAL YEAR 2017  
BUDGET TO ACTUAL  
REVENUE AND EXPENDITURE REPORT (UNAUDITED)  
FOR THE PERIOD ENDING JUNE 30, 2017**

**GENERAL FUND**

<b>REVENUE SOURCE</b>	<b>FY16 AMENDED BUDGET</b>	<b>FY16 ACTIVITY AS OF 12/31/2016</b>	<b>FY17 AMENDED BUDGET</b>	<b>YTD ACTIVITY AS OF 6/30/2017</b>	<b>AVAILABLE BALANCE</b>	<b>% BUDGET USED</b>
Taxes	22,865,142	23,291,455	22,968,526	247,959	22,720,567	1%
Licenses and Permits	159,000	188,373	199,000	118,720	80,280	60%
Federal Grants	2,520	100,566	700	8,457	(7,757)	1208%
State Grants	3,644,305	3,491,013	3,681,406	1,407,058	2,274,348	38%
Local Unit Contributions	1,899,712	1,824,040	1,775,056	862,075	912,981	49%
Charges for Services	4,665,843	4,312,852	4,599,204	2,038,398	2,560,806	44%
Fines and Forfeitures	113,100	96,039	111,000	46,982	64,018	42%
Interest and Rents	707,803	704,497	687,930	613,162	74,768	89%
Other Financing Sources	2,501,316	2,610,060	2,378,930	2,445,797	(66,867)	103%
Transfers In	941,830	1,037,573	810,770	-	810,770	0%
Use of Surplus	500,000	-	2,654,860	-	2,654,860	0%
<b>TOTAL REVENUES</b>	<b>38,000,571</b>	<b>37,656,469</b>	<b>39,867,382</b>	<b>7,788,607</b>	<b>32,078,775</b>	<b>20%</b>

**GRAND TRAVERSE COUNTY**  
**FISCAL YEAR 2017**  
**BUDGET TO ACTUAL EXPENDITURE REPORT (UNAUDITED)**  
**FOR THE PERIOD ENDING JUNE 30, 2017**

**GENERAL FUND**

DEPT #	DEPARTMENT NAME	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED	TOTAL GENERAL FUND BUDGET
<b>LEGISLATIVE</b>								
101	Board of Commissioners	367,459	366,581	250,551	67,179	183,372	27%	1%
	<b>SUBTOTAL</b>	<b>367,459</b>	<b>366,581</b>	<b>250,551</b>	<b>67,179</b>	<b>183,372</b>	<b>27%</b>	<b>1%</b>
<b>JUDICIAL</b>								
147	Jury Commission	46,897	39,106	48,271	23,332	24,939	48%	0%
148	Probate Court	734,213	732,513	768,435	356,188	412,247	46%	2%
149	Family Court-Juvenile Division	1,832,797	1,548,554	1,632,230	876,367	755,863	54%	4%
	<b>SUBTOTAL</b>	<b>2,613,907</b>	<b>2,320,173</b>	<b>2,448,936</b>	<b>1,255,887</b>	<b>1,193,049</b>	<b>51%</b>	<b>6%</b>
<b>GENERAL GOVERNMENT</b>								
155	ART Grant	55,019	20,366	101,626	11,249	90,377	11%	0%
172	Administrator/Controller	378,585	283,434	325,023	155,123	169,900	48%	1%
174	Brownfield Administration	189,206	186,269	185,150	75,840	109,310	41%	0%
191	Elections	96,307	90,138	67,852	29,622	38,230	44%	0%
201	Finance	525,882	438,389	509,586	218,645	290,941	43%	1%
215	County Clerk	893,280	872,467	922,083	421,439	500,644	46%	2%
225	Equalization	412,012	394,948	588,263	255,150	333,113	43%	1%
226	Human Resources	478,034	514,500	579,043	133,430	445,613	23%	1%
229	Prosecuting Attorney	1,649,717	1,610,889	1,709,063	768,070	940,993	45%	4%
230	Equalization/East Bay	161,968	152,952	164,831	76,692	88,139	47%	0%
236	Register of Deeds	461,258	332,538	453,780	168,140	285,640	37%	1%
242	County Surveyor	58,187	58,203	58,187	2,476	55,711	4%	0%
253	County Treasurer	393,035	382,077	400,636	186,537	214,099	47%	1%
257	Cooperative Extension	269,931	264,891	271,092	118,835	152,257	44%	1%
259	MSU Extension-Grant Funded	32,789	24,739	32,920	-	32,920	0%	0%
261	Building Authority-Rent	1,275,569	1,275,094	1,299,319	801,334	497,985	62%	3%
265	Facilities Management	1,102,179	860,888	1,043,480	313,894	729,586	30%	3%
275	Drain Commission	22,133	19,888	22,133	8,283	13,850	37%	0%
276	Soil Erosion & Sedimentation	174,097	198,635	204,520	83,727	120,793	41%	1%
280	Soil Conservation	37,500	37,500	27,500	10,000	17,500	36%	0%
400	Planning & Development	199,116	172,012	200,783	65,998	134,785	33%	1%
402	GIS	171,327	166,646	-	-	-	0%	0%
	<b>SUBTOTAL</b>	<b>9,037,131</b>	<b>8,357,464</b>	<b>9,166,870</b>	<b>3,904,485</b>	<b>5,262,385</b>	<b>43%</b>	<b>23%</b>
<b>PUBLIC SAFETY</b>								
307	Central Records	864,549	836,993	870,483	377,348	493,135	43%	2%
308	Central Dispatch	266,942	64,294	225,307	-	225,307	0%	1%
311	Sheriff-Special Investigation	201,130	193,660	203,626	45,923	157,703	23%	1%
312	Sheriff-County Investigation	1,101,194	1,059,329	1,093,219	486,125	607,094	44%	3%
314	Sheriff-County Patrol	5,760,262	5,651,825	5,762,837	2,650,938	3,111,899	46%	14%
315	Off Road Vehicle-GTSO	-	-	-	-	-	0%	0%
316	Secondary Road Patrol	110,851	100,742	107,766	48,472	59,294	45%	0%
325	Sheriff-Administration	617,989	589,248	624,643	297,063	327,580	48%	2%
327	Snowmobile Enforcement	11,819	11,136	19,969	16,448	3,521	82%	0%
331	Sheriff-Marine Law Enforcement	106,511	103,770	140,865	54,803	86,062	39%	0%
348	Medical Marijuana Grant 2016	35,025	21,958	34,813	11,169	23,644	32%	0%
351	Sheriff-Corrections	5,168,558	5,030,690	5,456,586	2,358,581	3,098,005	43%	14%
352	Corrections-Interim Services	40,000	35,834	60,000	18,719	41,281	31%	0%
435	Emergency Management	-	-	-	-	-	0%	0%
	<b>SUBTOTAL</b>	<b>14,284,830</b>	<b>13,699,478</b>	<b>14,600,114</b>	<b>6,365,588</b>	<b>8,234,526</b>	<b>44%</b>	<b>37%</b>
<b>HEALTH &amp; WELFARE</b>								
631	Substance Abuse	327,041	317,324	338,123	81,744	256,379	24%	1%
651	Ambulance	25,000	25,000	25,000	25,000	-	100%	0%
682	Veterans	502,951	481,115	-	-	-	0%	0%
	<b>SUBTOTAL</b>	<b>854,992</b>	<b>823,439</b>	<b>363,123</b>	<b>106,744</b>	<b>256,379</b>	<b>29%</b>	<b>1%</b>
<b>OTHER</b>								
865	Insurance & Bonds	335,000	132,200	185,000	-	185,000	0%	0%
890	Miscellaneous Contingencies	359,000	76,000	150,000	-	150,000	0%	0%
891	Appropriations to Non-Profit	682,200	682,200	682,200	170,550	511,650	25%	2%
894	Pension Stabilization Approp.	-	-	2,651,711	-	2,651,711	0%	0%
	<b>SUBTOTAL</b>	<b>1,376,200</b>	<b>890,400</b>	<b>3,668,911</b>	<b>170,550</b>	<b>846,650</b>	<b>5%</b>	<b>9%</b>

**GENERAL FUND**

DEPT #	DEPARTMENT NAME	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED	TOTAL GENERAL FUND BUDGET
<b>TRANSFERS</b>								
965	County Law Library Fund	-	-	-	-	-	0%	0%
968	Health Department Fund	1,269,000	1,064,000	1,269,000	634,500	634,500	50%	3%
970	Child Care Fund	875,000	776,263	923,602	461,801	461,801	50%	2%
971	Department of Human Services	49,365	49,365	49,365	32,500	16,865	66%	0%
974	Parks & Recreation Fund	290,302	275,632	339,599	169,800	169,800	50%	1%
975	Friend of the Court Fund	378,490	283,868	284,813	142,407	142,407	50%	1%
978	County Facilities Fund	1,622,650	1,216,988	1,622,650	811,325	811,325	50%	4%
979	CIP Fund	450,000	337,500	450,000	225,000	225,000	50%	1%
982	Circuit Court Fund	1,568,524	1,398,199	1,456,805	587,261	869,544	40%	4%
983	District Court Fund	2,914,640	2,931,870	2,972,532	1,362,699	1,609,833	46%	7%
986	Community Corrections Fund	48,081	36,061	-	-	-	0%	0%
	SUBTOTAL	9,466,052	8,369,745	9,368,366	4,427,292	4,941,074	47%	23%
<b>GENERAL FUND TOTAL APPROPRIATIONS</b>		<b>38,000,571</b>	<b>34,827,280</b>	<b>39,866,871</b>	<b>16,297,726</b>	<b>20,917,435</b>	<b>41%</b>	
<b>GENERAL FUND REVENUES</b>		<b>38,000,571</b>	<b>37,656,469</b>	<b>39,867,382</b>	<b>7,788,607</b>	<b>32,078,775</b>	<b>20%</b>	
<b>PROJECTED SURPLUS (DEFICIT)</b>		<b>-</b>	<b>2,829,189</b>	<b>511</b>	<b>(8,509,119)</b>			
BEGINNING FUND BALANCE		9,516,512	9,516,512	12,345,701	12,345,701			
Authorized Use of Surplus		(500,000)	-	(2,654,860)	-			
ENDING FUND BALANCE*		9,016,512	12,345,701	9,691,352	3,836,582			

\* Total fund balance includes both restricted and unrestricted amounts



**GRAND TRAVERSE COUNTY  
FISCAL YEAR 2016  
BUDGET TO ACTUAL REVENUE AND EXPENDITURE REPORT (UNAUDITED)  
FOR THE PERIOD ENDING JUNE 30, 2017**

**FUND 202 - COUNTY SPECIAL PROJECTS**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	-	-	-	-	0%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	-	-	-	-	-	0%
Charges for Services	-	-	-	-	-	0%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	-	-	-	-	-	0%
Other Revenues	-	-	-	-	-	0%
Transfers In	-	-	-	-	-	0%
Use of Surplus	27,322	-	9,000	9,000	-	0%
<b>TOTAL REVENUES</b>	<b>27,322</b>	<b>-</b>	<b>9,000</b>	<b>9,000</b>	<b>-</b>	<b>0%</b>

**DEPARTMENT**

759 Twin Lakes	27,322	-	-	-	-	0%
752 Civic Center	-	-	9,000	9,000	-	0%
<b>TOTAL APPROPRIATIONS</b>	<b>27,322</b>	<b>-</b>	<b>9,000</b>	<b>9,000</b>	<b>-</b>	<b>0%</b>

**PROJECTED SURPLUS (DEFICIT)**

Beginning Fund Balance	27,322	27,322	27,322	27,322
Authorized Use of Surplus	(27,322)	-	(9,000)	(9,000)
Ending Fund Balance	-	27,322	18,322	18,322

**FUND 207 - CENTRAL DISPATCH/911**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	-	-	-	-	0%
State Grants	260,000	255,463	260,000	71,703	188,297	28%
Local Unit Contributions	1,998,000	2,036,976	2,000,000	520,729	1,479,271	26%
Charges for Services	-	-	-	-	-	0%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	4,800	4,800	4,800	2,800	2,000	58%
Other Revenues	-	-	-	-	-	0%
Transfers In	266,942	64,294	225,307	-	225,307	0%
Use of Surplus	-	-	-	-	-	0%
<b>TOTAL REVENUES</b>	<b>2,529,742</b>	<b>2,361,533</b>	<b>2,490,107</b>	<b>595,232</b>	<b>1,894,875</b>	<b>24%</b>

**DEPARTMENT**

308 Central Dispatch	2,529,742	2,360,167	2,490,107	1,490,074	1,000,033	60%
<b>TOTAL APPROPRIATIONS</b>	<b>2,529,742</b>	<b>2,360,167</b>	<b>2,490,107</b>	<b>1,490,074</b>	<b>1,000,033</b>	<b>60%</b>

**PROJECTED SURPLUS (DEFICIT)**

Beginning Fund Balance	456	456	1,822	1,822
Authorized Use of Surplus	-	-	-	-
Ending Fund Balance	456	1,822	1,822	(893,020)



**GRAND TRAVERSE COUNTY  
FISCAL YEAR 2016  
BUDGET TO ACTUAL REVENUE AND EXPENDITURE REPORT (UNAUDITED)  
FOR THE PERIOD ENDING JUNE 30, 2017**

**FUND 208 - PARKS AND RECREATION**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	-	-	-	-	0%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	15,562	29,265	-	25,000	(25,000)	100%
Charges for Services	74,200	57,206	74,900	28,894	46,006	39%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	111,500	109,288	81,295	49,954	31,341	61%
Other Revenues	500	122,542	-	319	(319)	0%
Transfers In	290,302	275,557	339,599	169,800	169,800	50%
Use of Surplus	45,975	-	161,886	-	161,886	0%
<b>TOTAL REVENUES</b>	<b>538,039</b>	<b>593,858</b>	<b>657,680</b>	<b>273,967</b>	<b>383,713</b>	<b>42%</b>

**DEPARTMENT**

728 Senior Center	-	-	13,090	-	13,090	0%
751 Parks and Recreation Commission	49,500	47,876	67,092	31,914	35,179	48%
752 Civic Center	244,316	233,439	298,122	249,931	48,191	84%
756 Civic Center Pool	59,030	59,365	33,021	32,444	577	98%
757 Power Island	42,549	42,200	47,613	19,740	27,873	41%
758 Natural Education Reserve	52,251	52,247	51,920	23,806	28,114	46%
759 Twin Lakes	70,475	67,498	135,642	39,036	96,606	29%
761 Howe Ice Arena	18,918	18,248	25,170	7,186	17,984	29%
762 Medalie Park	500	511	510	113	397	22%
764 Meyer House	500	779	500	246	254	49%
<b>TOTAL APPROPRIATIONS</b>	<b>538,039</b>	<b>522,162</b>	<b>672,680</b>	<b>404,415</b>	<b>268,265</b>	<b>60%</b>

<b>PROJECTED SURPLUS (DEFICIT)</b>	<b>-</b>	<b>71,696</b>	<b>(15,000)</b>	<b>(130,448)</b>
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Beginning Fund Balance	109,251	109,251	180,947	180,947
Authorized Use of Surplus	(45,975)	-	(161,886)	-
Ending Fund Balance	63,276	180,947	4,061	50,499

**FUND 209 - MAPLE BAY DEVELOPMENT**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	-	-	-	-	0%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	-	-	-	-	-	0%
Charges for Services	-	-	-	-	-	0%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	-	389	-	-	-	0%
Other Revenues	-	-	-	-	-	0%
Transfers In	-	-	-	-	-	0%
Use of Surplus	10,000	-	-	-	-	0%
<b>TOTAL REVENUES</b>	<b>10,000</b>	<b>389</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>

**DEPARTMENT**

000 Non Departmental	10,000	-	-	-	-	0%
<b>TOTAL APPROPRIATIONS</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>

<b>PROJECTED SURPLUS (DEFICIT)</b>	<b>-</b>	<b>389</b>	<b>-</b>	<b>-</b>
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Beginning Fund Balance	10,465	10,465	10,854	10,854
Authorized Use of Surplus	(10,000)	-	-	-
Ending Fund Balance	465	10,854	10,854	10,854

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**FUND 215 - FRIEND OF THE COURT**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	1,328,201	1,354,284	-	55,723	(55,723)	0%
State Grants	126,799	126,799	1,405,000	235,664	1,169,336	17%
Local Unit Contributions	119,523	119,523	94,938	-	94,938	0%
Charges for Services	157,814	181,348	168,414	82,973	85,441	49%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	-	-	-	-	-	0%
Other Revenues	20,000	22,239	25,000	-	25,000	0%
Transfers In	389,814	283,868	296,137	142,407	153,731	48%
Use of Surplus	57,040	-	94,000	-	94,000	0%
<b>TOTAL REVENUES</b>	<b>2,199,191</b>	<b>2,088,060</b>	<b>2,083,489</b>	<b>516,767</b>	<b>1,566,722</b>	<b>25%</b>

**DEPARTMENT**

141 Friend of the Court	2,152,003	2,011,594	2,021,840	1,038,275	983,565	51%
143 Access & Visitation	2,000	990	2,000	-	2,000	0%
144 Family Counseling	20,864	8,660	35,324	15,545	19,779	44%
146 Specialty Court	24,324	16,622	24,324	7,044	17,280	29%
<b>TOTAL APPROPRIATIONS</b>	<b>2,199,191</b>	<b>2,037,865</b>	<b>2,083,488</b>	<b>1,060,864</b>	<b>1,022,624</b>	<b>51%</b>

**PROJECTED SURPLUS (DEFICIT)**

-                      50,195                      1                      (544,097)

Beginning Fund Balance	1,397,844	1,397,844	1,448,039	1,448,039
Authorized Use of Surplus	(57,040)	-	(94,000)	-
Ending Fund Balance	1,340,804	1,448,039	1,354,040	903,941

**FUND 216 - SAFE HAVENS**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	143,574	143,574	-	-	-	0%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	-	-	-	-	-	0%
Charges for Services	-	-	-	-	-	0%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	-	-	-	-	-	0%
Other Revenues	-	-	-	-	-	0%
Transfers In	-	-	-	-	-	0%
Use of Surplus	-	-	-	-	-	0%
<b>TOTAL REVENUES</b>	<b>143,574</b>	<b>143,574</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>

**DEPARTMENT**

000 Non Departmental	143,574	143,574	-	-	-	0%
<b>TOTAL APPROPRIATIONS</b>	<b>143,574</b>	<b>143,574</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>

**PROJECTED SURPLUS (DEFICIT)**

-                      -                      -                      -

Beginning Fund Balance	-	-	-	-
Authorized Use of Surplus	-	-	-	-
Ending Fund Balance	-	-	-	-

**GRAND TRAVERSE COUNTY  
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**FUND 222 - GRAND TRAVERSE COUNTY HEALTH FUND**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	262,476	-	262,476	0%
Licenses and Permits	382,325	381,480	402,100	299,864	102,236	75%
Federal Grants	1,366,391	1,277,874	1,326,174	513,700	812,475	39%
State Grants	1,901,056	2,247,841	1,993,978	1,070,087	923,891	54%
Local Unit Contributions	538,909	482,985	488,540	235,191	253,348	48%
Charges for Services	377,385	374,133	389,400	147,633	241,767	38%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	-	1,328	-	-	-	0%
Other Revenues	5,910	19,928	22,015	14,802	7,213	67%
Transfers In	1,269,000	1,064,000	1,269,000	634,500	634,500	50%
Use of Surplus	432,946	-	361,350	-	361,350	0%
<b>TOTAL REVENUES</b>	<b>6,273,922</b>	<b>5,849,568</b>	<b>6,515,033</b>	<b>2,915,777</b>	<b>3,599,256</b>	<b>45%</b>

**DEPARTMENT**

100 Health - Administration	-	-	-	(556)	556	0%
105 Core Services	-	3,000	3,000	6,540	(3,540)	0%
200 Food Service Program	319,189	322,450	329,044	131,941	197,103	40%
205 Public Water/Type II	53,210	61,186	56,922	41,720	15,202	73%
206 Private Water	111,605	108,912	124,918	47,513	77,405	38%
207 Onsite Sewage	313,263	321,892	309,055	131,049	178,006	42%
210 Shelter	69,105	87,239	71,095	37,850	33,245	53%
408 Healthy Futures	85,327	75,479	88,402	39,531	48,871	45%
409 Cardiac Clinic	6,000	6,646	5,250	3,266	1,984	62%
410 Maternal & Child Health	26,768	29,545	11,458	9,122	2,336	80%
411 MCH Needs Assessment Grant	-	-	15,000	4,618	10,382	31%
416 Family Planning	382,663	341,627	345,793	160,228	185,565	46%
417 Womancare	28,246	9,865	11,100	6,196	4,904	56%
420 Lead Program	-	-	45,000	14	44,986	0%
421 Dental Outreach	5,785	5,498	4,400	2,091	2,309	48%
422 Dental Fluoride Varnish	-	743	5,000	175	4,825	0%
423 Maternal Infant Health Program	707,052	659,964	714,582	384,827	329,755	54%
424 Youth Health & Wellness Center	409,243	367,472	385,859	159,837	226,022	41%
425 Women, Infant & Children	417,492	423,047	442,778	178,740	264,038	40%
427 K-Town Youth Care Clinic	399,326	398,656	402,299	164,515	237,784	41%
428 WIC Breastfeeding Peer Counseling	50,407	51,235	55,570	23,276	32,294	42%
429 Emergency Preparedness Planning	233,691	193,613	206,342	143,478	62,864	70%
433 Regional EPI Support	8,097	8,658	8,342	5,842	2,500	70%
434 Ebola Outbreak Preparedness	5,160	316	6,563	6,565	(2)	100%
435 Emergency Management	166,756	171,053	173,563	96,417	77,146	56%
436 Health Innovation Grant	35,000	34,380	-	-	-	0%
453 Vision	99,956	96,187	92,681	45,850	46,831	49%
454 Hearing	88,895	71,992	92,921	34,661	58,260	37%
455 CSHCS O/R & Advocacy	269,125	238,540	231,216	95,402	135,814	41%
480 Medicaid Outreach Activities	662,520	627,493	622,944	315,445	307,499	51%
602 Immunization Work Group Grant	2,388	2,403	4,577	4,748	(171)	104%
615 Accreditation	-	-	-	-	-	0%
616 Quality Assurance	-	-	-	12	(12)	0%
617 EHR Implementation	40,453	34,661	34,000	6,698	27,302	20%
647 Medical Examiner-Innovation Grant	-	-	84,443	18,734	65,709	-
648 Medical Examiner	413,736	471,002	455,629	192,627	263,002	42%
704 Hepatitis B Grant	4,840	1,512	10,912	884	10,028	8%
706 Immunizations	591,759	626,483	588,669	233,679	354,990	40%
707 Contagious Diseases	184,743	175,222	157,021	79,743	77,278	51%
708 Sexually Transmitted Disease	82,122	80,701	113,685	24,542	89,143	22%
726 PHS Administrator/Supervisor	-	-	-	781	(781)	0%
894 Pension Stabilization Approp.	-	-	205,000	-	205,000	100%
<b>TOTAL APPROPRIATIONS</b>	<b>6,273,922</b>	<b>6,108,674</b>	<b>6,515,033</b>	<b>2,838,602</b>	<b>3,676,431</b>	<b>44%</b>

<b>PROJECTED SURPLUS (DEFICIT)</b>	<b>-</b>	<b>(259,107)</b>	<b>-</b>	<b>77,175</b>		
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Beginning Fund Balance	2,242,600	2,242,600	1,983,493	1,983,493		
Authorized Use of Surplus	(432,946)	-	(361,350)	-		
Ending Fund Balance	1,809,654	1,983,493	1,622,143	2,060,669		

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**FUND 251 - VETERANS' TRUST**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	-	-	-	-	0%
State Grants	68,000	61,516	48,000	2,529	45,471	5%
Local Unit Contributions	2,200	2,314	2,200	-	2,200	0%
Charges for Services	-	-	-	-	-	0%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	-	-	-	-	-	0%
Other Revenues	-	-	-	-	-	0%
Transfers In	-	-	-	-	-	0%
Use of Surplus	-	-	-	-	-	0%
<b>TOTAL REVENUES</b>	<b>70,200</b>	<b>63,830</b>	<b>50,200</b>	<b>2,529</b>	<b>47,671</b>	<b>5%</b>

**DEPARTMENT**

000 Non Departmental	70,200	56,436	50,200	12,562	37,638	25%
<b>TOTAL APPROPRIATIONS</b>	<b>70,200</b>	<b>56,436</b>	<b>50,200</b>	<b>12,562</b>	<b>37,638</b>	<b>25%</b>

**PROJECTED SURPLUS (DEFICIT)**

	-	7,394	-	(10,033)
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Beginning Fund Balance	1,768	1,768	9,162	9,162
Authorized Use of Surplus	-	-	-	-
Ending Fund Balance	1,768	9,162	9,162	(872)

**FUND 252 - VETERANS' AFFAIRS**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	549,700	552,747	(3,047)	101%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	-	-	-	-	0%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	-	-	77,689	90	77,599	0%
Charges for Services	-	-	-	-	-	0%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	-	-	-	-	-	0%
Other Revenues	-	-	-	296	(296)	100%
Transfers In	-	-	-	-	-	0%
Use of Surplus	-	-	-	-	-	0%
<b>TOTAL REVENUES</b>	<b>-</b>	<b>-</b>	<b>627,389</b>	<b>553,134</b>	<b>74,255</b>	<b>88%</b>

**DEPARTMENT**

682 Veterans Affairs	-	-	627,389	257,212	370,177	41%
<b>TOTAL APPROPRIATIONS</b>	<b>-</b>	<b>-</b>	<b>627,389</b>	<b>257,212</b>	<b>370,177</b>	<b>41%</b>

**PROJECTED SURPLUS (DEFICIT)**

	-	-	-	295,922
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Beginning Fund Balance	-	-	-	-
Authorized Use of Surplus	-	-	-	-
Ending Fund Balance	-	-	-	295,922

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**FUND 256 - REGISTER OF DEEDS AUTOMATION**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	-	-	-	-	0%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	-	-	-	-	-	0%
Charges for Services	8,704	-	-	-	-	0%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	-	-	-	-	-	0%
Other Revenues	-	-	-	-	-	0%
Transfers In	115,000	112,610	113,100	9,445	103,655	8%
Use of Surplus	-	-	65,000	-	65,000	0%
<b>TOTAL REVENUES</b>	<b>123,704</b>	<b>112,610</b>	<b>178,100</b>	<b>9,445</b>	<b>168,655</b>	<b>5%</b>

**DEPARTMENT**

000 Non Departmental	123,704	126,149	178,100	69,387	108,713	39%
<b>TOTAL APPROPRIATIONS</b>	<b>123,704</b>	<b>126,149</b>	<b>178,100</b>	<b>69,387</b>	<b>108,713</b>	<b>39%</b>

<b>PROJECTED SURPLUS (DEFICIT)</b>	<b>-</b>	<b>(13,539)</b>	<b>-</b>	<b>(59,942)</b>		
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Beginning Fund Balance	278,581	278,581	265,042	265,042		
Authorized Use of Surplus	-	-	(65,000)	-		
Ending Fund Balance	278,581	265,042	200,042	205,100		

**FUND 260 - COMMUNITY CORRECTIONS P.A. 511**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	-	-	-	-	0%
State Grants	269,186	288,902	269,186	78,604	190,582	29%
Local Unit Contributions	21,564	21,564	21,564	6,597	14,967	31%
Charges for Services	356,750	408,482	385,710	213,848	171,862	55%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	-	-	-	-	-	0%
Other Revenues	37,000	32,650	37,000	11,147	25,853	30%
Transfers In	48,081	36,061	-	-	-	0%
Use of Surplus	13,423	-	20,453	-	20,453	0%
<b>TOTAL REVENUES</b>	<b>746,004</b>	<b>787,659</b>	<b>733,913</b>	<b>310,196</b>	<b>423,717</b>	<b>42%</b>

**DEPARTMENT**

354 Community Corrections	487,914	437,937	443,913	213,885	230,028	48%
358 Transition House	62,000	74,022	80,000	15,015	64,985	19%
359 Telephone-Tether Program	196,090	234,077	210,000	87,052	122,948	41%
<b>TOTAL APPROPRIATIONS</b>	<b>746,004</b>	<b>746,036</b>	<b>733,913</b>	<b>315,952</b>	<b>417,961</b>	<b>43%</b>

<b>PROJECTED SURPLUS (DEFICIT)</b>	<b>-</b>	<b>41,623</b>	<b>-</b>	<b>(5,756)</b>		
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Beginning Fund Balance	365,630	365,630	407,253	407,253		
Authorized Use of Surplus	(13,423)	-	(20,453)	-		
Ending Fund Balance	352,207	407,253	386,800	401,497		

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**FUND 261 - COUNTY LAW LIBRARY**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	-	-	-	-	0%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	-	-	-	-	-	0%
Charges for Services	-	-	-	-	-	0%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	-	-	-	-	-	0%
Other Revenues	6,500	6,500	6,500	-	6,500	0%
Transfers In	-	-	-	-	-	0%
Use of Surplus	-	-	9,000	-	9,000	0%
<b>TOTAL REVENUES</b>	<b>6,500</b>	<b>6,500</b>	<b>15,500</b>	<b>-</b>	<b>15,500</b>	<b>0%</b>

**DEPARTMENT**

145 County Law Library Supplemental	6,500	-	15,500	-	15,500	0%
<b>TOTAL APPROPRIATIONS</b>	<b>6,500</b>	<b>-</b>	<b>15,500</b>	<b>-</b>	<b>15,500</b>	<b>0%</b>

**PROJECTED SURPLUS (DEFICIT)**

-                      6,500                      -                      -

Beginning Fund Balance	16,210	16,210	22,710	22,710
Authorized Use of Surplus	-	-	(9,000)	-
Ending Fund Balance	16,210	22,710	13,710	22,710

**FUND 262 - FEDERAL EQUITABLE SHARING**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	-	-	-	-	0%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	-	-	-	-	-	0%
Charges for Services	-	-	-	-	-	0%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	-	31	-	-	-	0%
Other Revenues	-	-	-	-	-	0%
Transfers In	-	-	-	-	-	0%
Use of Surplus	8,000	-	-	-	-	0%
<b>TOTAL REVENUES</b>	<b>8,000</b>	<b>31</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>

**DEPARTMENT**

000 Non Departmental	8,000	-	-	-	-	0%
<b>TOTAL APPROPRIATIONS</b>	<b>8,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>

**PROJECTED SURPLUS (DEFICIT)**

-                      31                      -                      -

Beginning Fund Balance	8,161	8,161	8,192	8,192
Authorized Use of Surplus	(8,000)	-	-	-
Ending Fund Balance	161	8,192	8,192	8,192

**GRAND TRAVERSE COUNTY  
FISCAL YEAR 2016  
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**FUND 263 - CONCEALED PISTOL LICENSING**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	18,500	40,750	22,000	17,934	4,066	82%
Federal Grants	-	-	-	-	-	0%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	-	-	-	-	-	0%
Charges for Services	4,500	13,290	6,000	4,695	1,305	78%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	-	-	-	-	-	0%
Other Revenues	-	-	-	-	-	0%
Transfers In	-	-	-	-	-	0%
Use of Surplus	-	-	-	-	-	0%
<b>TOTAL REVENUES</b>	<b>23,000</b>	<b>54,040</b>	<b>28,000</b>	<b>22,629</b>	<b>5,371</b>	<b>81%</b>

**DEPARTMENT**

000 Non Departmental	23,000	19,599	24,105	10,856	13,249	45%
<b>TOTAL APPROPRIATIONS</b>	<b>23,000</b>	<b>19,599</b>	<b>24,105</b>	<b>10,856</b>	<b>13,249</b>	<b>45%</b>

<b>PROJECTED SURPLUS (DEFICIT)</b>	<b>-</b>	<b>34,441</b>	<b>3,895</b>	<b>11,773</b>		
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Beginning Fund Balance	8,870	8,870	43,311	43,311		
Authorized Use of Surplus	-	-	-	-		
Ending Fund Balance	8,870	43,311	47,206	55,084		

**FUND 264 - CORRECTIONS OFFICERS TRAINING FUND**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	-	-	-	-	0%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	-	-	-	-	-	0%
Charges for Services	40,000	36,589	42,000	15,621	26,379	37%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	-	-	-	-	-	0%
Other Revenues	8,500	14,400	1,500	37,000	(35,500)	2467%
Transfers In	-	-	-	-	-	0%
Use of Surplus	15,000	-	20,000	-	20,000	0%
<b>TOTAL REVENUES</b>	<b>63,500</b>	<b>50,989</b>	<b>63,500</b>	<b>52,621</b>	<b>10,879</b>	<b>83%</b>

**DEPARTMENT**

000 Non Departmental	63,500	56,621	63,500	38,647	24,853	61%
<b>TOTAL APPROPRIATIONS</b>	<b>63,500</b>	<b>56,621</b>	<b>63,500</b>	<b>38,647</b>	<b>24,853</b>	<b>61%</b>

<b>PROJECTED SURPLUS (DEFICIT)</b>	<b>-</b>	<b>(5,632)</b>	<b>-</b>	<b>13,975</b>		
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Beginning Fund Balance	47,873	47,873	42,241	42,241		
Authorized Use of Surplus	(15,000)	-	(20,000)	-		
Ending Fund Balance	32,873	42,241	22,241	56,216		

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**FUND 266 - CRIMINAL JUSTICE TRAINING ACT 30**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	-	-	-	-	0%
State Grants	12,000	13,390	13,000	5,327	7,673	41%
Local Unit Contributions	-	-	-	-	-	0%
Charges for Services	-	-	-	-	-	0%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	-	-	-	-	-	0%
Other Revenues	-	-	-	-	-	0%
Transfers In	-	-	-	-	-	0%
Use of Surplus	8,000	-	1,000	-	1,000	0%
<b>TOTAL REVENUES</b>	<b>20,000</b>	<b>13,390</b>	<b>14,000</b>	<b>5,327</b>	<b>8,673</b>	<b>38%</b>

**DEPARTMENT**

000 Non Departmental	20,000	10,379	14,000	6,004	7,996	43%
<b>TOTAL APPROPRIATIONS</b>	<b>20,000</b>	<b>10,379</b>	<b>14,000</b>	<b>6,004</b>	<b>7,996</b>	<b>43%</b>

**PROJECTED SURPLUS (DEFICIT)**

-                      **3,011**                      -                      **(677)**

Beginning Fund Balance	20,816	20,816	23,827	23,827
Authorized Use of Surplus	(8,000)	-	(1,000)	-
Ending Fund Balance	12,816	23,827	22,827	23,150

**FUND 269 - MITCHELL CREEK WATER SHED**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	-	-	-	-	0%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	-	-	-	-	-	0%
Charges for Services	-	-	-	-	-	0%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	-	-	-	-	-	0%
Other Revenues	-	-	-	-	-	0%
Transfers In	-	-	-	-	-	0%
Use of Surplus	8,155	-	-	-	-	0%
<b>TOTAL REVENUES</b>	<b>8,155</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>

**DEPARTMENT**

000 Non Departmental	8,155	-	-	-	-	0%
<b>TOTAL APPROPRIATIONS</b>	<b>8,155</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>

**PROJECTED SURPLUS (DEFICIT)**

-                      -                      -                      -

Beginning Fund Balance	8,155	8,155	8,155	8,155
Authorized Use of Surplus	(8,155)	-	-	-
Ending Fund Balance	-	8,155	8,155	8,155



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**FUND 278 - HOUSING TRUST**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	-	-	-	-	0%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	-	-	-	-	-	0%
Charges for Services	-	-	-	-	-	0%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	600	1,638	300	958	(658)	319%
Other Revenues	-	-	-	-	-	0%
Transfers In	-	-	-	-	-	0%
Use of Surplus	74,000	-	73,000	-	73,000	0%
<b>TOTAL REVENUES</b>	<b>74,600</b>	<b>1,638</b>	<b>73,300</b>	<b>958</b>	<b>72,342</b>	<b>1%</b>

**DEPARTMENT**

000 Non Departmental	74,600	191	73,000	-	73,000	0%
<b>TOTAL APPROPRIATIONS</b>	<b>74,600</b>	<b>191</b>	<b>73,000</b>	<b>-</b>	<b>73,000</b>	<b>0%</b>

<b>PROJECTED SURPLUS (DEFICIT)</b>	<b>-</b>	<b>1,447</b>	<b>300</b>	<b>958</b>		
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Beginning Fund Balance	281,926	281,926	283,373	283,373		
Authorized Use of Surplus	(74,000)	-	(73,000)	-		
Ending Fund Balance	207,926	283,373	210,673	284,331		

**FUND 279 - CDBG HOUSING GRANT**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	21,723	275,477	95,553	179,924	0%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	-	-	-	-	-	0%
Charges for Services	-	-	-	-	-	0%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	-	-	-	-	-	0%
Other Revenues	6,600	146	-	72,532	(72,532)	100%
Transfers In	-	-	-	-	-	0%
Use of Surplus	117,000	-	33,589	-	33,589	0%
<b>TOTAL REVENUES</b>	<b>123,600</b>	<b>21,869</b>	<b>309,066</b>	<b>168,085</b>	<b>140,981</b>	<b>54%</b>

**DEPARTMENT**

000 Non Departmental	3,000	1,284	2,200	15	2,185	1%
695 Home Improvement Loan Program	-	-	-	-	-	0%
696 Program Income	120,600	87,828	33,589	23,589	10,000	0%
697 NE2 Targeted Home Rehab Program	-	21,723	273,277	95,553	177,724	0%
<b>TOTAL APPROPRIATIONS</b>	<b>123,600</b>	<b>110,835</b>	<b>309,066</b>	<b>119,157</b>	<b>189,909</b>	<b>39%</b>

<b>PROJECTED SURPLUS (DEFICIT)</b>	<b>-</b>	<b>(88,965)</b>	<b>-</b>	<b>48,928</b>		
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Beginning Fund Balance	1,964,502	1,964,502	1,875,537	1,875,537		
Authorized Use of Surplus	(117,000)	-	(33,589)	-		
Ending Fund Balance	1,847,502	1,875,537	1,841,948	1,924,465		

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**FUND 280 - NEXT MICHIGAN**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	-	-	-	-	0%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	20,000	23,000	-	-	-	0%
Charges for Services	-	-	30,000	2,691	27,309	0%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	-	-	-	-	-	0%
Other Revenues	-	-	-	-	-	0%
Transfers In	68,000	67,999	33,054	20,000	13,054	61%
Use of Surplus	200	-	13,100	-	13,100	0%
<b>TOTAL REVENUES</b>	<b>88,200</b>	<b>90,999</b>	<b>76,154</b>	<b>22,691</b>	<b>53,463</b>	<b>30%</b>

**DEPARTMENT**

000 Non Departmental	200	10	13,100	-	13,100	0%
729 Community Development	88,000	25,026	30,000	5,382	24,618	18%
<b>TOTAL APPROPRIATIONS</b>	<b>88,200</b>	<b>25,036</b>	<b>43,100</b>	<b>5,382</b>	<b>37,718</b>	<b>12%</b>

**PROJECTED SURPLUS (DEFICIT)**

-                      65,963                      33,054                      17,308

Beginning Fund Balance	9,330	9,330	75,293	75,293
Authorized Use of Surplus	(200)	-	(13,100)	-
Ending Fund Balance	9,130	75,293	95,247	92,602

**FUND 281 - EDC REVOLVING LOAN**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	-	-	-	-	0%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	56,000	56,000	-	-	-	0%
Charges for Services	-	-	-	-	-	0%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	11,800	12,393	11,784	5,263	6,521	45%
Other Revenues	20,000	-	-	-	-	0%
Transfers In	-	-	-	-	-	0%
Use of Surplus	68,000	-	21,270	-	21,270	0%
<b>TOTAL REVENUES</b>	<b>155,800</b>	<b>68,393</b>	<b>33,054</b>	<b>5,263</b>	<b>27,791</b>	<b>16%</b>

**DEPARTMENT**

000 Non Departmental	99,800	102,960	33,054	18	33,036	0%
683 Veteran Healthcare Network	56,000	56,000	-	-	-	0%
<b>TOTAL APPROPRIATIONS</b>	<b>155,800</b>	<b>158,960</b>	<b>33,054</b>	<b>18</b>	<b>33,036</b>	<b>0%</b>

**PROJECTED SURPLUS (DEFICIT)**

-                      (90,567)                      -                      5,245

Beginning Fund Balance	783,200	783,200	692,633	692,633
Authorized Use of Surplus	(68,000)	-	(21,270)	-
Ending Fund Balance	715,200	692,633	671,363	697,879

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**FUND 287 - TNT FORFEITURE FUND**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	2,250	2,000	-	2,000	0%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	-	2,000	600	700	(100)	0%
Charges for Services	68,374	138,499	42,500	13,237	29,263	31%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	186	2	120	2	118	2%
Other Revenues	38,880	30,142	50,000	32,017	17,983	64%
Transfers In	9,193	118,941	-	-	-	0%
Use of Surplus	-	-	-	-	-	0%
<b>TOTAL REVENUES</b>	<b>116,633</b>	<b>291,834</b>	<b>95,220</b>	<b>45,956</b>	<b>49,264</b>	<b>48%</b>

**DEPARTMENT**

347 TNT	116,633	114,732	95,220	31,506	63,714	33%
<b>TOTAL APPROPRIATIONS</b>	<b>116,633</b>	<b>114,732</b>	<b>95,220</b>	<b>31,506</b>	<b>63,714</b>	<b>33%</b>

<b>PROJECTED SURPLUS (DEFICIT)</b>	<b>-</b>	<b>177,102</b>	<b>-</b>	<b>14,450</b>		
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Beginning Fund Balance	-	-	177,102	177,102		
Authorized Use of Surplus	-	-	-	-		
Ending Fund Balance	-	177,102	177,102	191,552		

**FUND 288 - TNT GRANT**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	97,970	105,157	97,000	38,296	58,704	39%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	-	-	-	-	-	0%
Charges for Services	-	-	-	-	-	0%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	-	-	-	-	-	0%
Other Revenues	-	-	-	-	-	0%
Transfers In	-	-	-	-	-	0%
Use of Surplus	-	-	-	-	-	0%
<b>TOTAL REVENUES</b>	<b>97,970</b>	<b>105,157</b>	<b>97,000</b>	<b>38,296</b>	<b>58,704</b>	<b>39%</b>

**DEPARTMENT**

347 TNT	97,970	97,293	97,000	58,720	38,280	61%
<b>TOTAL APPROPRIATIONS</b>	<b>97,970</b>	<b>97,293</b>	<b>97,000</b>	<b>58,720</b>	<b>38,280</b>	<b>61%</b>

<b>PROJECTED SURPLUS (DEFICIT)</b>	<b>-</b>	<b>7,864</b>	<b>-</b>	<b>(20,424)</b>		
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Beginning Fund Balance	-	-	7,864	7,864		
Authorized Use of Surplus	-	-	-	-		
Ending Fund Balance	-	7,864	7,864	(12,560)		

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**FUND 292 - CHILD CARE**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	-	-	-	-	0%
State Grants	742,931	682,119	759,898	171,422	588,476	23%
Local Unit Contributions	-	-	-	-	-	0%
Charges for Services	-	-	-	-	-	0%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	-	-	-	-	-	0%
Other Revenues	170,000	176,651	180,000	100,050	79,950	56%
Transfers In	875,000	776,263	923,602	461,801	461,801	50%
Use of Surplus	100,000	-	-	-	-	0%
<b>TOTAL REVENUES</b>	<b>1,887,931</b>	<b>1,635,033</b>	<b>1,863,500</b>	<b>733,273</b>	<b>1,130,227</b>	<b>39%</b>

**DEPARTMENT**

662 Child Care Probate	1,887,931	1,635,033	1,863,500	551,416	1,312,084	30%
<b>TOTAL APPROPRIATIONS</b>	<b>1,887,931</b>	<b>1,635,033</b>	<b>1,863,500</b>	<b>551,416</b>	<b>1,312,084</b>	<b>30%</b>

**PROJECTED SURPLUS (DEFICIT)**

**181,857**

Beginning Fund Balance  
Authorized Use of Surplus  
Ending Fund Balance

-  
(100,000.00)  
(100,000.00)

-  
-  
**181,857**

**FUND 295 - ANIMAL CONTROL**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	85,525	79,985	128,568	56,374	72,194	44%
Federal Grants	-	-	-	-	-	0%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	-	-	-	-	-	0%
Charges for Services	3,300	4,850	4,500	3,700	800	82%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	-	-	-	-	-	0%
Other Revenues	-	-	-	-	-	0%
Transfers In	-	-	-	-	-	0%
Use of Surplus	-	-	-	-	-	0%
<b>TOTAL REVENUES</b>	<b>88,825</b>	<b>84,835</b>	<b>133,068</b>	<b>60,074</b>	<b>72,994</b>	<b>45%</b>

**DEPARTMENT**

430 Animal Control	88,825	65,622	133,068	48,096	84,972	36%
<b>TOTAL APPROPRIATIONS</b>	<b>88,825</b>	<b>65,622</b>	<b>133,068</b>	<b>48,096</b>	<b>84,972</b>	<b>36%</b>

**PROJECTED SURPLUS (DEFICIT)**

**19,213**

**11,978**

Beginning Fund Balance  
Authorized Use of Surplus  
Ending Fund Balance

-  
-  
**19,213**

-  
-  
**19,213**

-  
-  
**31,191**

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**FUND 297 - COMMISSION ON AGING**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	2,193,092	2,279,203	2,252,044	2,265,500	(13,456)	101%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	-	-	-	-	0%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	22,700	6,824	9,800	9,810	(10)	100%
Charges for Services	279,300	260,636	290,268	122,156	168,112	42%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	3,900	10,567	6,000	-	6,000	0%
Other Revenues	33,370	51,031	44,704	10,071	34,633	23%
Transfers In	-	-	-	-	-	0%
Use of Surplus	269,550	-	876,500	-	876,500	0%
<b>TOTAL REVENUES</b>	<b>2,801,912</b>	<b>2,608,260</b>	<b>3,479,316</b>	<b>2,407,537</b>	<b>1,071,779</b>	<b>69%</b>

**DEPARTMENT**

714 Rx Assistance	25,250	763	26,943	1,705	25,238	6%
716 Administration	137,645	92,475	214,533	62,208	152,325	29%
717 Information & Referral	195,050	150,566	168,823	77,120	91,703	46%
718 Homemaker	758,904	635,762	762,063	297,053	465,010	39%
719 Home Health Aids	414,431	324,902	428,887	148,473	280,414	35%
720 Home Chore	631,507	484,262	626,497	297,067	329,430	47%
721 Respite	375,463	364,746	371,273	179,736	191,537	48%
722 Foot Care	102,870	90,415	105,267	46,562	58,705	44%
724 PERS	129,261	131,712	141,415	53,941	87,474	38%
727 Senior Assistance	31,531	25,532	27,780	6,973	20,807	25%
894 Pension Stabilization Approp.	-	-	743,289	-	743,289	0%
<b>TOTAL APPROPRIATIONS</b>	<b>2,801,912</b>	<b>2,301,134</b>	<b>3,616,770</b>	<b>1,170,836</b>	<b>2,445,934</b>	<b>32%</b>

<b>PROJECTED SURPLUS (DEFICIT)</b>	<b>-</b>	<b>307,126</b>	<b>(137,454)</b>	<b>1,236,701</b>
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Beginning Fund Balance	1,615,325	1,615,325	1,922,451	1,922,451
Authorized Use of Surplus	(269,550)	-	(876,500)	-
Ending Fund Balance	1,345,775	1,922,451	908,497	3,159,151

**FUND 298 - SENIOR CENTER**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	438,911	455,780	462,495	459,991	2,504	99%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	-	-	-	-	0%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	1,000	-	-	-	-	0%
Charges for Services	58,200	112,830	59,500	45,051	14,449	76%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	1,500	2,976	2,000	-	2,000	0%
Other Revenues	-	1,029	1,000	340	660	0%
Transfers In	-	-	-	-	-	0%
Use of Surplus	152,719	-	71,595	-	71,595	0%
<b>TOTAL REVENUES</b>	<b>652,330</b>	<b>572,616</b>	<b>596,590</b>	<b>505,381</b>	<b>91,209</b>	<b>85%</b>

**DEPARTMENT**

728 Senior Center	652,330	522,289	590,539	227,106	363,433	38%
<b>TOTAL APPROPRIATIONS</b>	<b>652,330</b>	<b>522,289</b>	<b>590,539</b>	<b>227,106</b>	<b>363,433</b>	<b>38%</b>

<b>PROJECTED SURPLUS (DEFICIT)</b>	<b>-</b>	<b>50,327</b>	<b>6,051</b>	<b>278,275</b>
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Beginning Fund Balance	545,497	545,497	595,824	595,824
Authorized Use of Surplus	(152,719)	-	(71,595)	-
Ending Fund Balance	392,778	595,824	530,280	874,099

**GRAND TRAVERSE COUNTY  
FISCAL YEAR 2016  
BUDGET TO ACTUAL REVENUE AND EXPENDITURE REPORT (UNAUDITED)  
FOR THE PERIOD ENDING JUNE 30, 2017**

**FUND 471 - COUNTY FACILITIES**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	-	-	-	-	0%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	46,000	33,864	46,000	19,562	26,438	43%
Charges for Services	-	-	-	-	-	0%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	8,000	8,002	8,000	1	7,999	0%
Other Revenues	99,300	99,351	98,800	40,539	58,261	41%
Transfers In	1,622,650	1,622,650	1,622,650	811,325	811,325	50%
Use of Surplus	152,350	-	165,800	-	165,800	0%
<b>TOTAL REVENUES</b>	<b>1,928,300</b>	<b>1,763,867</b>	<b>1,941,250</b>	<b>871,427</b>	<b>1,069,823</b>	<b>45%</b>

**DEPARTMENT**

164 County Courthouse	157,800	144,214	157,800	61,376	96,424	39%
167 Hall of Justice	245,200	215,905	245,200	94,601	150,599	39%
229 Prosecuting Attorney	11,250	7,832	11,250	4,134	7,116	37%
264 Health Services Building	99,400	74,239	99,400	27,961	71,440	28%
266 Front Street Building	38,200	31,575	39,100	16,490	22,610	42%
267 Governmental Center	563,303	511,310	563,303	234,638	328,665	42%
269 Maintenance Facility - Civic	9,300	5,087	9,300	2,577	6,723	28%
270 LaFranier County Building	56,651	46,663	57,550	17,446	40,104	30%
301 Law Enforcement Center - Jail	222,400	201,888	222,400	114,330	108,070	51%
302 LEC - Woodmere	76,850	68,516	76,850	30,537	46,313	40%
303 Sheriff Storage Building	14,800	12,766	14,800	7,103	7,697	48%
340 County Radio Towers	8,099	7,599	6,300	2,054	4,246	33%
350 Court St. Work Release Facility	6,350	5,525	5,700	3,034	2,666	53%
430 Animal Control	2,950	1,113	2,950	1,216	1,734	41%
728 Senior Center	1,800	429	1,800	-	1,800	0%
752 Civic Center	112,900	87,943	113,050	34,185	78,865	30%
753 Maple Bay	600	233	600	118	482	20%
756 Civic Center Pool	72,900	59,336	86,350	40,432	45,918	47%
757 Power Island	1,500	1,087	1,500	8	1,492	1%
758 Natural Education Reserve	10,600	7,278	10,600	976	9,624	9%
759 Twin Lakes	26,700	21,387	26,700	8,583	18,117	32%
760 Bartlett Park	5,919	3,915	6,250	1,473	4,777	24%
761 Howe Ice Arena	90,400	79,546	90,400	36,180	54,220	40%
762 Medalie Park	1,931	1,669	1,600	823	777	51%
763 TART Trail	10,600	14,483	10,600	6,739	3,861	64%
765 Boardman River Dams	79,897	57,423	79,897	71,708	8,189	90%
<b>TOTAL APPROPRIATIONS</b>	<b>1,928,300</b>	<b>1,668,962</b>	<b>1,941,250</b>	<b>818,721</b>	<b>1,122,529</b>	<b>42%</b>

<b>PROJECTED SURPLUS (DEFICIT)</b>	<b>-</b>	<b>94,904</b>	<b>-</b>	<b>52,706</b>
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Beginning Fund Balance	611,358	611,358	706,262	706,262
Authorized Use of Surplus	(152,350)	-	(165,800)	-
Ending Fund Balance	459,008	706,262	540,462	758,968

**GRAND TRAVERSE COUNTY  
FISCAL YEAR 2016  
BUDGET TO ACTUAL REVENUE AND EXPENDITURE REPORT (UNAUDITED)  
FOR THE PERIOD ENDING JUNE 30, 2017**

**FUND 472 - CAPITAL IMPROVEMENT**

REVENUE SOURCE	FY16 AMENDED BUDGET	FY16 ACTIVITY AS OF 12/31/2016	FY17 AMENDED BUDGET	YTD ACTIVITY AS OF 6/30/2017	AVAILABLE BALANCE	% BUDGET USED
Taxes	-	-	-	-	-	0%
Licenses and Permits	-	-	-	-	-	0%
Federal Grants	-	-	-	-	-	0%
State Grants	-	-	-	-	-	0%
Local Unit Contributions	-	-	-	-	-	0%
Charges for Services	-	-	-	-	-	0%
Fines and Forfeitures	-	-	-	-	-	0%
Interest and Rents	-	-	-	-	-	0%
Other Revenues	-	-	-	-	-	0%
Transfers In	450,000	450,000	450,000	225,000	225,000	50%
Use of Surplus	450,000	-	175,843	-	175,843	0%
<b>TOTAL REVENUES</b>	<b>900,000</b>	<b>450,000</b>	<b>625,843</b>	<b>225,000</b>	<b>400,843</b>	<b>36%</b>

**DEPARTMENT**

000 Non Departmental	900,000	401,717	625,843	122,100	503,743	20%
<b>TOTAL APPROPRIATIONS</b>	<b>900,000</b>	<b>401,717</b>	<b>625,843</b>	<b>122,100</b>	<b>503,743</b>	<b>20%</b>

<b>PROJECTED SURPLUS (DEFICIT)</b>	<b>-</b>	<b>48,283</b>	<b>-</b>	<b>102,900</b>		
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Beginning Fund Balance	526,502	526,502	574,785	574,785		
Authorized Use of Surplus	(450,000)	-	(175,843)	-		
Ending Fund Balance	76,502	574,785	398,942	677,685		




**Robert A. Cooney**  
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MEMORANDUM

**TO:** The Grand Traverse County Board of Commissioners

**cc:** Thomas Menzel, County Administrator

**FROM:** Robert A. Cooney, Prosecuting Attorney  
Christopher J. Forsyth, Deputy Civil Counsel 

**DATE:** August 9, 2017

**RE:** In the matter of Edwin Martel et al on the permit issued to Grand Traverse County;  
Michigan Administrative Hearing System; Case No. WRP001528

I am providing you this memo to update you on the status of the Petitioners' contested case. As I reported to the Board in May, on November 17, 2016, we received notice that Edwin Martel, William Lane, Bruce Carpenter and Jim Gurr filed a petition for a contested case with the Administrative Hearing System challenging the Department of Environmental Quality's ("DEQ") issuance of a permit allowing the removal of the Boardman Dam and restoration of the Boardman River. Petitioners are alleging that by issuing the permit, DEQ is "destroying resources dedicated to [the] public. And violate the natural river zoning act." The Petitioners also allege that DEQ and the Department of Natural Resources are conspiring with the local Trout Unlimited Chapter to destroy the Natural Education Reserve by having the dam removed and the river restored.

As indicated in my earlier memo, it is my position that the petition filed by Mr. Martel and the other Petitioners is frivolous and should be dismissed. To further this argument and obtain dismissal, on August 4<sup>th</sup>, I filed with the Administrative Hearing System a motion for summary disposition raising three arguments – first, because the Petitioners will not be harmed individually by the dam removal, they lack standing to contest the issuance of the permit, second, Petitioners have failed to plead a valid claim, third, there are no facts that support Petitioners claim that dam removal and river restoration will harm the Natural Education Reserve. As to this last argument, I attached several documents to the motion showing that the dam removal project will not negatively impact the surrounding environment as claims by the Petitioners.

The Attorney General's Office also filed a motion for summary disposition on behalf of DEQ, raising similar arguments. In the meantime, Petitioners' responses to both motions are due August 18<sup>th</sup>. I will advise the Board on whether the motions are granted or denied, which if denied, will mean proceeding to a full hearing. My motion and brief are attached to this memo, if you would like any of the exhibits referenced in the brief, please let me know and I will provide copies.



STATE OF MICHIGAN

ADMINISTRATIVE HEARING SYSTEM

IN THE MATTER OF:

Docket No.: 16-029306

Edwin Martel, William Lane, et al on the  
permit issued to Grand Traverse County

Case No.: WRP001528

/ Agency: Department of  
Environmental Quality

Case Type: DEQ Water Resources

Filing Type: Appeal

Parts: Part 31, Water Resources  
Protection; Part 301, Inland  
Lakes and Streams; Part 303,  
Wetlands Protection; Part 315,  
Dam Safety

**GRAND TRAVERSE COUNTY'S MOTION FOR SUMMARY DISPOSITION**

NOW COMES, Intervening Respondent, Grand Traverse County, by and through its attorney, Christopher J. Forsyth, who in support of this motion for summary disposition states as follows:

1. In December of 2015, Grand Traverse County ("County") submitted to the Michigan Department of Environmental Quality ("DEQ") a joint permit application requesting a permit be issued under Parts 31 (Water Resources Protection), 301 (Inland Lakes and Streams), 303 (Wetland Protection) and 315 (Dam Safety) of the Natural Resources and Environmental Act ("NREPA").

2. The County submitted this permit application to allow it to permanently draw down the impoundment formed by the Boardman Dam, remove the Dam's powerhouse, spillway structure and earthen embankment and restore the natural river channel for the Boardman River through the former impoundment.

3. On July 13, 2016, DEQ's Water Resources Division issued the permit to the County allowing the County to remove Boardman Dam and restore the Boardman River pursuant to the Parts of NREPA cited above.

4. On September 10, 2016 Petitioners filed a petition for contested case hearing challenging the issuance of the permit by claiming that "the MDEQ's conclusions are baseless and are destroying resources dedicated to the public, and violate the natural river zoning act for the Boardman River."

5. Petitioners further alleged in their petition: "The history of the Natural Education Reserve and it's (sic) publicly dedicated resources to be held in trust forever will overcome the deceitful MDEQ and MDNR regulatory agents who conspired with the Adams Chapter of Trout Unlimited to destroy a federally funded public reserve!"

6. On June 19, 2017, this Tribunal ordered the Petitioners to file more definite statements.

7. Petitioners failed to do so, and instead, filed revised pre-trial statements where they repeat their vague and ambiguous claims made in their original petition.

8. Petitioners lack standing to bring their petition because they are not aggrieved persons and therefore, summary disposition is appropriate pursuant to Mich Admin Code R 792.10129 and MCR 2.116(C)(8).

9. Petitioners have also failed to state a claim on which relief may be granted and thus, summary disposition is appropriate pursuant to Mich Admin Code R 792.10129 and MCR 2.116(C)(8).

10. Petitioners' claims are unsupported by any facts, there is no genuine issue as to any material fact, and Intervening Respondent Grand Traverse County is entitled to judgment as a matter of law under Mich Admin Code R 792.10129 and MCR 2.116(C)(10).

11. Intervening Respondent incorporates herein by reference and concurs with Respondent DEQ's motion for summary disposition and brief in support filed with this Tribunal on July 26, 2017.

THEREFORE, Intervening Respondent Grand Traverse County requests this Tribunal grant its motion for summary disposition and dismiss Petitioners' petition.

Respectfully,

GRAND TRAVERSE COUNTY  
PROSECUTING ATTORNEY



Christopher J. Forsyth (P63025)

Deputy Civil Counsel

324 Court Street

Traverse City, MI 49684

231 922-4600

STATE OF MICHIGAN  
ADMINISTRATIVE HEARING SYSTEM

IN THE MATTER OF:

Docket No.: 16-029306

Edwin Martel, William Lane, et al on the  
permit issued to Grand Traverse County

Case No.: WRP001528

/ Agency: Department of  
Environmental Quality

Case Type: DEQ Water Resources

Filing Type: Appeal

Parts: Part 31, Water Resources  
Protection; Part 301, Inland  
Lakes and Streams; Part 303,  
Wetlands Protection; Part 315,  
Dam Safety

**GRAND TRAVERSE COUNTY'S BRIEF IN SUPPORT OF ITS MOTION FOR  
SUMMARY DISPOSITION**

**STATEMENT OF FACTS**

This contested case hearing relates to the Boardman Dam, which is located in 310 acres of County owned land that is part of a larger undeveloped area, the Natural Education Reserve ("Reserve"). *see Exhibit A, Affidavit of Steven J. Largent.* The Reserve is composed of meadows, forest, river and wetland systems that surround the Boardman River. *Id.* On July 4, 1974, the Grand Traverse County Board of Commissioners adopted a resolution creating the Reserve and designating it as a protected natural area. As stated in the resolution, which is attached as Exhibit B, the basis for creating the Reserve includes protecting the "unimproved state" of the property, and preserving "certain fragile, unique features which are being destroyed throughout the state by development of watershed land." The resolution designating the Reserve as a dedicated protected area also includes eight terms and conditions. Term two states "The Board of Commissioners reserves the right to alter, maintain, repair, *remove* and relocate any or

all of the improvements located on such land providing the natural character of the land is improved or not impacted.” (emphasis added).

The Grand Traverse Conservation District (“GTCD”), manages the Reserve for the County. *Ex A.* The GTCD, which has been in existence since 1941, is a governmental subdivision of the State of Michigan organized under Michigan’s Soil Conservation District Law, Public Act 297 of 1937 as amended, and under this public act, is a locally controlled resource management agency. *Id.* At the direction of the citizen based Natural Education Reserve Advisory Committee, the GTCD prepared a management plan that was adopted by County Parks & Recreation Commission for the Reserve, which contains the objectives that the GTCD intends to implement related to the management of the Reserve. *Id.* The GTCD’s management objectives include maintaining and encouraging biological diversity of both native plants and animal community, establishing methods to improve habitat for rare and endangered animal and plant species that might occur at the Reserve and providing a passive (quiet) recreational opportunities for the community. *Id.*

In April of 2009, the Grand Traverse County Board of Commissioners at a joint meeting with the Traverse City Commission adopted a resolution to have the Boardman Dam removed. *see attached Exhibit C, meeting minutes of the Grand Traverse County Board of Commissioners joint meeting with the Traverse City Commissioners.* Approximately six years later, in December of 2015, the County through its agent, Daniel Devaun, a professional engineer with AECOM, prepared and submitted to DEQ and the Army Corps of Engineers, a joint permit application related to removal of Boardman Dam and restoration of the Boardman River. *see attached Exhibit D, joint permit application.* In the completed application, Mr. Devaun described the purpose for the proposed project as follows:

The purpose of the Proposed Action is to reestablish the coldwater aquatic ecosystem of the river, which has been severely degraded by the existing impoundments. The need for the project stems from lack of suitable habitat for coldwater fish species within the Boardman River between the upstream end of the Boardman Dam impoundment and West Grand Traverse Bay of Lake Michigan. *Id. at Page 3 of 19.*

Mr. Devaun included with the application for the permit an environmental assessment (“E.A.”), which outlines the potential impacts the project may have on the surrounding environment. The E.A. is attached as Exhibit E. The E.A. provides that there would be little to no impact to the surrounding environment. Specifically, in Table 1, found on Page v of the summary of the E.A., it is indicated that removing the dam would not “result in direct impacts to a majority of the land use associated with the Boardman River,” but instead would improve “stream habitat and reconnection of the river to the Great Lakes.” This same table also indicates that the “area of the impoundments would be changed to a river channel, but would still provide a natural landscape.” Moreover, as stated in Page vi of the summary “recreational activities within the river system would increase and replace those recreational activities within the impoundments. The impact on existing recreation would be minimal as lake recreation would be converted to river recreational opportunities.” The E.A. also indicates that recreational activities “such as fishing and boating that occur within the existing impoundments would continue to occur in the restored river system following dam removal.” *Id. at Page 97.*

As part of its review of the joint application and in compliance with the Natural Environmental Policy Act of 1969, the U.S. Army Corps of Engineers issued a finding of no significant impact, which is included as Exhibit F. The finding concludes that removal of the Boardman Dam and restoration of the river results in the “restoration of a high-quality riverine environment and coldwater fishery,” and would also result “in increased areas of wetland habitat in a more natural floodplain environment.” *Id.* More recently on March 17, 2017, the Midwest

Regional Director of the United States Fish and Wildlife Services also issued a finding of no significant impact. The Regional Director concluded:

[Removal of the Boardman Dam] will not have a significant effect on the human environment. Negative environmental impacts that could occur are minor or moderate in intensity. There are no significant impacts on public health, public safety, threatened or endangered species or other unique characteristics of the region. *see attached Exhibit G, Page 3.*

As shown in Exhibit A, Steven Largent, who works as Conservation Team Coordinator for the GTCD, also opined that given his familiarity with the project, the removal of the dam will provide considerable ecological benefits, and aligns with the GTCD management objectives as outlined above. Moreover, implementing the dam removal and restoring the river should result in an increase in public use of the Reserve, increase in biodiversity at the Reserve and increase in recreational opportunities at the Reserve. *Id.*

On July 13, 2016, DEQ's Water Resources Division issued the permit to the County allowing the County to remove Boardman Dam and restore the Boardman River under Parts 31 (Water Resources Protection), 301 (Inland Lakes and Streams), 303 (Wetland Protection) and 315 (Dam Safety) of the Natural Resources and Environmental Act ("NREPA"). *see attached Exhibit H, issued permit.* DEQ staff prepared findings and conclusions that provide the rationale or basis for approving the permit allowing the County to remove the dam and restore the river. *see attached Exhibit I.* DEQ staff noted in this document that "[i]mplementation of the project will result in the restoration of the river to its former natural state, with available recreational uses associated to a river system, such as kayaking/canoeing and other currently available recreational activities" *Id. at Page 8.* Other conclusions presented in this document are "[t]he proposed activities should have no long-term significant impact to fish and wildlife populations

that use the Boardman River” and “the proposed project will not result in an impairment or destruction of the water or other natural resources of the state.” *Id.*

On September 10, 2016, Petitioners filed a petition for contested case hearing challenging the issuance of the permit by claiming that “the MDEQ’s conclusions are baseless and are destroying resources dedicated to the public, and violate the natural river zoning act for the Boardman River.” Petitioners further alleged in their petition: “The history of the Natural Education Reserve and it’s (sic) publicly dedicated resources to be held in trust forever will overcome the deceitful MDEQ and MDNR regulatory agents who conspired with the Adams Chapter of Trout Unlimited to destroy a federally funded public reserve!” On June 19, 2017, this Tribunal ordered the Petitioners to file more definite statements. Petitioners did not file more definite statements, but instead submitted revised and updated pre-hearing statements where they allege among other claims that issuance of the permit “would cause great harm and violate the terms of the publicly dedicated and protected wetland complexes.” They further allege that the permit application “contained major errors” and “the intentional withholding of publicly known information.”

#### STANDARD OF REVIEW

According to Mich Admin Code R 792.10129, a party may make a motion for summary disposition and an administrative law judge may grant such motion if he or she determines that there is no genuine issue of material fact, there is a failure to state a claim for which relief may be granted, or there is a lack of jurisdiction or standing. This rule is identical to MCR 2.116(C)(8) and (10). Under MCR 2.116(C)(8), the Court must review the legal sufficiency of the pleadings to determine whether Plaintiff has stated a claim for which relief can be granted. All well pleaded factual allegations are accepted as true and construed in a light most favorable to the non-movant. Summary disposition under MCR 2.116(C)(8) is proper when a claim is so



clearly unenforceable as a matter of law that no factual development could establish the claim and justify recovery. *Allen v MGM Grand Detroit, LLC*, 260 Mich App 90, 93; 675 NW2d 907 (2003) (citations omitted).

Under MCR 2.116(C)(10) the moving party has the initial burden of supporting its position with affidavits, depositions, admissions and other documentary evidence. *Smith v Global Life Ins Co*, 460 Mich 446, 455, 597 NW2d 28 (1999). This rule also “requires the adverse party to set forth facts at the time of the motion showing a genuine issue for trial.” *Maiden v Rozwood*, 461 Mich 109, 121; 597 NW2d 817 (1999). Further, “[t]he reviewing court should evaluate a motion for summary disposition under MCR 2.116(C)(10) by considering the substantively admissible evidence actually proffered in opposition to the motion.” *Id.* A reviewing court “may not employ a standard citing the mere possibility that a claim may be supported by evidence produced at trial. A mere promise is insufficient...” *Id.*

### ARGUMENT

This tribunal should grant Grand Traverse County’s motion for summary disposition for three reasons. First, Petitioners have failed to allege that they are aggrieved by the action of the DEQ in issuing the permit, nor can they prove such, and therefore, they lack standing to bring their petition. Second, although their claim is difficult to decipher, it appears that they are alleging that the Boardman Dam itself, including the impoundment and powerhouse, are a public trust that will be destroyed. However, Michigan case law clearly provides that the public trust doctrine has not been extended to anything other than navigable waters. Third, and assuming they have pled a valid claim, which they have not, there is no genuine issue as to any material fact that any activity carried out under the issued permit will not cause the harms as Petitioner’s allege. Instead, it is undisputed that the dam removal and the river restoration will not negatively

impact the surround environment, but instead will positively impact the Reserve. Simply put, Petitioners' petition for a contested case is frivolous and this Tribunal should grant summary disposition.

- 1. Petitioners failed to allege, nor can they prove, that they are persons aggrieved by any action or inaction of the DEQ and thus they lack standing to contest the issuance of the permit.*

Petitioners are alleging in vague terms that the permit issued allowing dam removal and river restoration will somehow destroy or harm the Natural Education Reserve. Although this claim is difficult to decipher, what is clear is that Petitioners are not alleging that they individually are aggrieved by the permit issued here, or somehow they themselves will be harmed by the actions of DEQ. Instead, they appear to be trying to enforce a perceived public right. Under long established Michigan case law, their petition should be dismissed because enforcing a perceived public right or vindication of a public wrong, are insufficient reasons to give Petitioners standing to contest the issued permit. Therefore, summary disposition should be granted and their petition dismissed.

MCL 324.30110(2) and MCL 324.30319(2), which are provided in Parts 301 and 303 of NREPA both state "If a person is aggrieved by any action or inaction of the department, the person may request a formal hearing on the matter involved." Part 315, MCL 324.31526(1), also states "A person aggrieved by any action or inaction of the department under this part or rules promulgated under this part may request a hearing on the matter involved." As Respondent DEQ correctly notes in its motion for summary disposition, Part 31, MCL 324.3112(5) only gives a person the right to a contested case when the person is aggrieved "...by the reissuance, modification, suspension or revocation of an existing permit..." Because this case involves a new permit, Petitioners have no right to challenge the issuance of the permit under Part 31.

As noted, Parts 301, 303, and 315 give standing to persons aggrieved by DEQ action or inaction. Standing requires more than a having a personal stake in the outcome of litigation to ensure vigorous advocacy. *MOSES Inc v SEMCOG*, 270 Mich App 401,414, 716 NW2d 278 (2006). To have standing, “a plaintiff must demonstrate that his or her substantial interest will be detrimentally affected....” *Id.* “Traditionally, a private citizen has no standing to vindicate a public wrong or enforce a public right where he is not hurt in any manner differently than the citizenry at large.” *Alexander v City of Norton Shores*, 106 Mich App 287, 288 307 NW2d 476 (1981). In the context of appeals, to have standing to appeal, like in the Parts of NREPA relevant to this case, one must be aggrieved. *Manuel v Gill*, 481 Mich 637, 643, 753 NW2d 48 (2008). In *Manuel*, the Michigan Supreme Court defined “aggrieved” in the following manner:

To be aggrieved, one must have some interest of a pecuniary nature in the outcome of the case, and not a mere possibility arising from some unknown and future contingency.... An aggrieved party is not one who is merely disappointed over a certain result. Rather, to have standing on appeal, a litigant must have suffered a concrete and particularized injury, as would a party plaintiff initially invoking the court's power. The only difference is a litigant on appeal must demonstrate an injury arising from either the actions of the trial court or the appellate court judgment rather than an injury arising from the underlying facts of the case. *Id.* (internal citations omitted).

Thus to be aggrieved, one must show a concrete and particularized injury. Here, Petitioners have not alleged a concrete and particularized injury. Instead, by filing their petition and claiming that publicly dedicated property will be harmed, they are attempting to vindicate a public wrong or enforce a public right. The above cited cases make it clear that vindicating a public wrong or enforcing a public right are insufficient basis for standing. Moreover, it is undisputed that the focus of the petition is on the Reserve and the alleged harm to the natural features of the Reserve. The dam removal according to Petitioners will harm “dedicated wetland complexes,” i.e. wetlands contained in the Reserve. Petitioners cannot prove that property they

own will be harmed by the action of DEQ in granting the permit allowing for the dam removal and river restoration. Therefore, Petitioners lack standing, and their petition should be dismissed.

2. *Petitioners have failed to state a claim on which relief may be granted when they have pled in vague and ambiguous terms that removal of the Boardman Dam and restoration of the Boardman River will result in destruction of the public trust.*

The petition filed in this case states that DEQ's conclusions "are destroying resources dedicated to the public" and it further states that DEQ and others conspired to destroy "publicly dedicated resources to be held in trust forever." Although these claims are far from clear, it appears that Petitioners are arguing that the dam itself, including the impoundment, and powerhouse, is a public trust that cannot be removed. As noted, Petitioners' claims are so vague that they cannot be deciphered, but if in fact they are claiming that the dam itself is a public trust, this argument is utterly without merit and Petitioners have failed to state a claim for which relief can be granted.<sup>1</sup>

The public trust doctrine stands for the proposition that the state must preserve and protect navigable waters for its people. *Glass v Goeckel*, 473 Mich 667,678, 703 NW2d 58 (2005). The State of Michigan has an obligation to protect and preserve the waters of the Great Lakes and the lands beneath them for the public. *Id.* The public trust doctrine includes the public's right to navigate, fish, and fowl on navigable waters. *Collins v Gerhardt*, 237 Mich 38, 48-49, 211 NW115 (1926). However, the public trust doctrine applies only to navigable waters and not to all waters of the state. *Bott v Commission of Natural Resources of State of Mich. Dept. of Natural Resources*, 415 Mich 45, 71, 327 NW2d 838 (1982).

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<sup>1</sup> As Respondent DEQ points out in its motion for summary disposition, Petitioners failed to comply with the Tribunal's order requiring each Petitioner to file a more definite statement by July 7, 2017. Petitioners failed to file more definite statements, and this Tribunal, as DEQ correctly argued, has the authority to dismiss their petition for failing to comply with the Tribunal's order.

Here, Petitioners appear to be alleging that removal of the dam, including the impoundment and the powerhouse would violate the public trust doctrine; they claim that DEQ conspired with others to destroy “publicly dedicated resources to be held in trust...” However, they do not allege that the actions of DEQ in issuing the permit will harm the public’s right to navigate, fish and fowl on the Boardman River. Because they have failed to allege this, the Petitioners have failed to plead a valid claim, and summary disposition should be ordered.

3. *There is no genuine issue as to any material fact that the County’s permit issued under Parts 31, 315, 301 and 303 of NREPA will not result in the destruction or harm to the Natural Education Reserve.*

Even if the Petitioners have pled a valid claim, which they have not, summary disposition is still appropriate. This is so because if this Court properly considers the affidavits and other documentary evidence included with this motion, then it should conclude that there is no genuine issue of fact. Contrary to Petitioners’ claims, the County is lawfully permitted to remove the dam and restore river, and the removal/restoration project will not result in the destruction of natural resources.

Petitioners appear to allege that the Boardman Dam itself was to be held in public trust forever, and the dam cannot be removed. The documentary evidence does not support this claim. The resolution designating the Reserve states “The Board of Commissioners reserves the right to alter, maintain, repair, *remove* and relocate any or all of the improvements located on such land providing the natural character of the land is improved or not impacted.” *Ex. B, Term No. 2* (emphasis added).

More important, the evidence does not support Petitioners’ claim that the removal/restoration project would cause great harm to the Reserve. Again, the documents included with this motion not only contradict this claim, but shows that the removal/restoration

will have positive impact on the surrounding environment. The County's completed application indicates the purpose of seeking a permit is to "reestablish the coldwater aquatic ecosystem of the river." *Ex. D, at Page 3 of 19*. The E.A., which was provided to DEQ as part of the review of the permit application, provides that there would be little to no impact to the surrounding environment. *Ex. E, passim*. Found on Page v of the summary of the E.A., it is indicated that removing the dam would not "result in direct impacts to a majority of the land use associated with the Boardman River," but instead would improve "stream habitat and reconnection of the river to the Great Lakes." *Id*. This same table also indicates that the "area of the impoundments would be changed to a river channel, but would still provide a natural landscape." *Id*. Moreover, as stated in Page vi of the summary "recreational activities within the river system would increase and replace those recreational activities within the impoundments. The impact on existing recreation would be minimal as lake recreation would be converted to river recreational opportunities." *Id*. The E.A. also indicates that recreational activities "such as fishing and boating that occur within the existing impoundments would continue to occur in the restored river system following dam removal." *Id. at Page 97*.

The U.S. Army Corps of Engineers review also indicates that the dam removal and river restoration would not cause great harm as alleged by Petitioners. The Army Corp issued a finding of no significant impact, concluding that removal of the Boardman Dam and restoration of the river results in the "restoration of a high-quality riverine environment and coldwater fishery," and would also result "in increased areas of wetland habitat in a more natural floodplain environment." *Ex. F at Page 2*. More recently on March 17, 2017, the Midwest Regional Director of the United States Fish and Wildlife Services also issued a finding of no significant impact. *Ex. G*. The Regional Director concluded:

[Removal of the Boardman Dam] will not have a significant effect on the human environment. Negative environmental impacts that could occur are minor or moderate in intensity. There are no significant impacts on public health, public safety, threatened or endangered species or other unique characteristics of the region. *Id at Page 3.*

Steven Largent, who works as Conservation Team Coordinator for the GTCD, also opined that the dam removal and river restoration will have considerable ecological benefits. The project should result in an increase in public use of the Reserve, increase in biodiversity at the Reserve and increase in recreational opportunities at the Reserve. *Ex A, Page 3.*

It is also important to consider the finding and conclusion of the staff at the Water Resources Division. Their findings and conclusions directly contradict the Petitioners claim. The Water Resources Division concluded that “[i]mplementation of the project will result in the restoration of the river to its former natural state, with available recreational uses associated to a river system, such as kayaking/canoeing and other currently available recreational activities” *Ex. I at Page 8.* And “[t]he proposed activities should have no long-term significant impact to fish and wildlife populations that use the Boardman River.” *Id.* Most importantly, DEQ staff concluded “the proposed project will not result in an impairment or destruction of the water or other natural resources of the state.” *Id. at Page 9.* Given the overwhelming evidence that the removal of the Boardman Dam and restoration of the Boardman River will not result in any great harm to the Reserve as alleged by Petitioners, there is no genuine issue of material fact, and summary disposition should be granted.

## CONCLUSION

For all the above stated reasons, this Tribunal should grant summary disposition to Intervening Respondent Grand Traverse County and dismiss the Petitioners' petition for contested case hearing.

Dated: August 3, 2017

Respectfully,



Christopher J. Forsyth (P63025)  
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Traverse City, MI 49684  
231 922-4600



**National Association of Counties Legislative Conference, Washington, DC, February 24-28, 2017**

### **Healthy Counties Forum**

This was a full day session spanning all things that can be measured to determine the health of our county. We discussed the health of our residents, not just in terms of physical health, but also looking at programs that can be designed to stop the cycle of poverty in our communities. Serving the children affected by poverty isn't enough. We need to focus on helping the parents pull themselves into better financial situations that will in turn stop the cycle, allowing the children more opportunities and supports as they grow. This in turn will help prevent the next generation from starting out or falling into a poverty situation.

We also discussed financial health. Many counties have a three-year rolling budget. This allows for more accurate forecasting and greatly lowers the chances of financial surprises for which we are rarely prepared. If we had a three-year budget and better forecasting, we would not have made decisions based on a \$4.1 million deficit that never materialized.

Economic health not only depends on how many jobs are being created in our community, but do we even have the people with the right skills to fill those jobs? Where will the new residents live? We have a strong economy in Grand Traverse County, but there is a definite shortage of affordable housing. Better public transportation can help, but only if the bus routes mirror where residents live and work.

### **How County Officials and Leaders Can Elevate the Cybersecurity Discussion**

Counties not only need to attempt to prevent technology security breaches, but we also need to have a written plan for when data is breached or hacked. We store criminal justice information which has different compliance standards than other information. We also store health records that are subject to HIPAA standards for protection. All of our data is considered an asset and should be protected as such. We need to assess our comfort level of risk against our budget constraints.

### **First Time Attendees Orientation**

I will be speaking with the board soon regarding the benefits NACo membership provides. Our membership was allowed to lapse in 2015.

### **General Session - Retirement Solutions**

Speakers from Nationwide Retirement Solutions and Aetna spoke about the issues facing counties' retirement benefits. We are by no means the only county or state that has major issues with funding our pension plans. We need to expect volatility in the market, and hopefully be relieved when the market is stable and conservatively increasing. Government jobs have long been considered to be the most stable, but lack of faith in the pension system has changed that feeling.

### **Managing Your County Manager: How to Retain Management Talent**

The county manager needs to be a good fit the attributes of the organization. This is not a one size fits all situation. A personality that works in one county may not work in another. Political instability can make an excellent CEO seem like a failure, just based on differing personalities and political views that may change with every election. There needs to be a collective "We" mentality among the board members and their county manager to improve the organizational culture. An effective county manager needs to have the following: ability to be apolitical (office politics included), commitment to public service, excellent communication skills with employees/public/other elected officials/board members, courage and diplomacy, confidence, and the ability to let the elected leaders lead.

### **Transforming Public Leadership Through Integrity and Civility**

There are many ways to get our points across and implement our policies. One way is to just state the way things are going to be and insist that employees and citizens deal with it. We could also use effective communication skills, consult with employees and citizens, explain our position and why these policies or decisions are needed, and get some buy-in in the process. This is a much more diplomatic way to get our points across and our policies implemented. This may make things take a little longer, but Integrity and civility matter. Citizens and employees deserve to feel valued. Kindness and compassion are free.

### **Getting Started with County-Based Cross-Section Partnerships**

We can make the most of some of our taxpayer dollars by sharing the resources and rewards with local partners, including other local government entities. Government process is slow, but partnerships with private industry can sometimes speed up the process. If we can find common ground and common goals instead of protecting turf, projects have more chance of succeeding. Our partnership with the Y Center and our pool is a great example of this.

### **General Session - Civility**

This session focused on the notion that the best government is that which is closest to the people. We are the closest to our constituents. We are the boots on the ground and local control is essential in good government.

The president of NACo also spoke about civility. Just because we don't agree, doesn't mean one of us is wrong. We all consider the facts differently, and see things through different lenses due to our upbringing, education, family relationships, environment and religion. When discussing issues we can listen to other viewpoints and understand where they come from, even if we don't change our minds to follow. Conflict and then compromise leads to the best policy.

### **Visit to Capitol Hill with Peters and Stabenow**

The Michigan elected officials were given the opportunity to visit with our Senators on Capitol Hill. Both Senators Peters and Stabenow met with the Michigan contingent and discussed our issues from the Federal viewpoint.

As with MAC conferences, the most valuable part of attending is the opportunity to network with other commissioners. We can all help each other through discussing our problems, as some other county somewhere has probably had the same issue. NACo is especially valuable in this regard, as I had the chance to discuss many things we are facing with other commissioners and elected officials from around the country. We are absolutely not alone in any of the problems we are attempting to solve.

Respectfully submitted,

Carol J Crawford  
Chairwoman

**Michigan Association of Counties Legislative Conference, Lansing, MI, March 27-29, 2017**

**The Value of Public-Private Partnerships**

Public-Private partnerships continue to be one of the most efficient and cost-effective ways to accomplish large projects which affect the entire community. Even something as simple as asking a private entity to sponsor a county event is a good start to fostering buy-in from other community groups. If more than just the county has skin in the game, projects and events can be more successful for everyone.

**FOIA/OMA**

This was a refresher course on the rules for FOIA requests and Open Meetings Act. We need to periodically brush up on these laws to ensure we are in compliance.

**Counties in Michigan: An Exercise in Regional Government**

We can't make any more widgets. But we can come up with other ways to increase revenue. Are our fees for some services too low? Would a millage for a particular purpose be accepted by the voters? MAC is actively working with lawmakers to stop unfunded mandates and ease regulations on local taxing abilities.

**Plenary Sessions - Governor Snyder, Al Pscholka - State Budget Director, Eric Guthrie - State Demographer, Bryan Desloge - NACO President**

Governor Snyder and the other speakers mentioned above spoke about various issues facing the State of Michigan, our changing demographics and budget forecasts. Bryan Desloge, NACO President, also spoke about his platform for civility in local government, similar to his speech at NACO in February.

**Michigan Leadership Forum, East Lansing, MI, May 2, 2017**  
**(This was a free conference sponsored by Governing Magazine)**

**The Power of Framing to Make Us Better Communicators**

When we communicate, drawing in the person or people we are speaking to is essential. It is important to know where your audience stands on an issue and come at it from their point of view if possible. When engaging our employees, we need to understand their viewpoint so we can communicate our policies and ideas effectively. They may not like what we have to say, but they may at least come to understand our position. We need to understand that our taxpayers have a different view. It's their money we are spending. If we can keep that in mind, we can get our message out in a more efficient and effective manner.

**Women Leaders: A Conversation About Parity, Perspective and Courage**

Women are not generally attracted to public service, but are quite well-suited to it. Better political environments can contribute to attracting more women to run for elected office.

**21st Century Infrastructure: Prioritizing and Funding Critical Investments**

This is an ongoing topic at conferences. We need to make a plan to upgrade and maintain our essential infrastructure and stick to it. Future generations are depending on us to do this. The 21st Century Infrastructure Commission is a great start. Their recommendations are available on the state website.

**The Fiscal Health of Michigan's State and Local Governments**

As I mentioned earlier in another report, a three-year rolling budget would be beneficial in forecasting. This would provide for more complete and accurate information for effective decision-making.

**Cybercrime: Security Protocols and a Call to Action for Your Agency**

Also as mentioned earlier, we need a plan for when our technology is breached. The plan needs to be written, accessible, and practiced just like any other emergency plan.

**How to Make Government Cool Again. Recruiting, Retaining and Engaging our Government Workforce**

This session focused on how we may be able to attract and retain talented employees to work for Grand Traverse County. I heard about a program in a downstate area where the recently hired employees are part of a revolving panel that changes as they become more seasoned employees. The panel actively gives fresh eyes to county processes and procedures, enabling managers and supervisors to continuously make changes to benefit their departments. I have spoken to Bill Hendry about this program, and he has reached out to find out more.

**Idealism Without Illusion: Pursuing the Pure (matters that matter)**

General John Borling spoke with us about remembering what really matters in life. Family, relationships, enjoying life, balancing work and play.

Respectfully submitted,  
Carol Crawford  
Chairwoman

## **National Association of Counties Annual Conference, Columbus, OH, July 21-24, 2017**

**Expo** – Spoke to various vendors regarding Pet Licensing, Data Smashing, Document Handling and Scanning, Dispute Resolution, Employee Recognition, Case Management Software

### **Piper Kerman, Orange is the New Black**

Ms. Kerman spoke about the disparity in jails between rehabilitation and simple incarceration. We need to do more with putting our offenders in contact with social services, mental health services and other community supports to help them not be incarcerated again. Many people aren't criminals, but through life situations got themselves into trouble and need help to get out of those bad situations and back on the right track.

### **Connecting County Health and Justice Systems: Treating the Whole Person**

In a continuation of the conversation above, we need to do more to connect our frequent utilizes of our jail with community supports and services to help break the cycle. Other counties have resource/re-entry centers to offer services to released prisoners. While in our custody, we can do more to screen for mental illness and substance use disorders issues.

### **Harnessing the Engagement of Your Employees**

As we have seen in our county, many of the baby boomers are retiring and taking their extensive knowledge base with them. The good thing is, they are being replaced in the workforce by GenX and Millennials. These workers are particularly engaged in their careers. They care about their work, are not clockwatchers, have a good attitude, and will recommend the organization where they work to others if it is a good place to work. These employees can move the needle of public opinion about working for the government. If we treat them fairly, they can make working for government cool again. If we provide them with proper training so they know what is expected, hold them accountable, and offer opportunities to grow and develop, they will be excellent workers for many years. Supervisors should also be good leaders, not just good workers. They need to communicate, connect their work to the mission of the organization, appreciate and recognize their employees and respect work/life balance. Employees feel valued and truly part of the organization if their opinion counts, and it should; they are providing the services to our constituents.

### **How to Gain Citizen Buy-In**

We need to put the facts out into the public so that our citizens can draw their own conclusions and form their own opinions. For issues that require citizen buy-in, there should be an all-out campaign of information so that everyone in the community knows exactly what is happening. If there is not buy-in, at least there can be a lack of opposition.

### **The Effective Public Leader**

Good leaders have vision, work on their weaknesses and improve on their strengths, and help to teach others to solve their own problems. True leaders create more leaders, not more followers.

This session was an interactive exercise in determining what kind of leaders we are, and what kind of leaders we strive to be. We also identified the seven traits of an effective public leader.

1. They are visionaries.
2. They are versatile communicators.
3. They are unifiers, building high quality relationships by keeping promises.
4. They are teachers, teaching others how to solve their own problems.
5. They are goal achievers, making sure their goals are specific, measurable, ambitious, realistic and timely.
6. They are knowledgeable and skilled.
7. They are values driven, communicating and embodying their values with a fitness of character.

#### **County Communications and the Challenge of Fighting Fake News**

We fight fake news nearly every day. We fall for fake news nearly every day. The single best way for counties to combat fake news and rumors is to make sure the facts come from the county itself. It is best to have one person as the designated Communications Director so that there is a clear and unified message sent out. I have a NACo publication with tips on how to handle media at the county level if anyone would like to borrow it.

I also have a NACo publication regarding doing more with less that I have found to be useful research, which I will certainly loan out, along with many other materials I picked up at the Expo. I will be handing most of the information over to different department heads who I think may find the materials useful.

As always, one of the best things about attending conferences focused on county government is the opportunity to network and consult with other county commissioners from Michigan and around the country. They are all dedicated public servants and offer a wealth of information.

Respectfully submitted,

Carol Crawford  
Chairwoman

## **Michigan County Commissioners Conference, The White House, August 8, 2017**

All Michigan county commissioners were invited to the White House for one day of meetings with various departments and agencies. Over 75 commissioners gathered to convey to the administration our concerns and issues from a "boots on the ground" perspective. This is the first time the White House Office of Intergovernmental Affairs has ever reached out to county commissioners to get our opinions and answer some of our questions. The day began with a meeting with the Regional Director of Political Affairs. About 20 commissioners got a chance to let him in on some of our biggest issues in the state such as pension debt, deteriorating infrastructure such as roads and bridges, the need for a new lock at the Soo Locks, the need to keep Brownfield projects moving forward, health care and the opioid addiction epidemic, and the need for continuing the Essential Air Service in our rural areas. There was no holding back; he was listening, so we were talking.

We were given the opportunity to take a self-guided tour of the White House. The tour was very abbreviated due to current renovations, especially in the west wing.

All 70 + commissioners gathered in an auditorium to hear from different departments and agencies regarding their efforts specifically in Michigan. I have included with this report the list of agencies and speakers, along with several handouts we received at the time and contact information I received the day after the event. The topics were mostly what I have indicated above, along with things they wanted us to know, and we were given the chance to ask many questions. They were not all answered directly, but we now have the contact information for the Intergovernmental Affairs staffers so we can contact them directly for answers, information and guidance on how to deal with different departments, agencies, Federal grant programs, etc. Each department in the White House has an Intergovernmental Affairs person working there as the point person for state and local officials to access information.

This was an incredible opportunity and quite an honor. There will be many follow up conference calls with Intergovernmental Affairs and county commissioners in the future and I will make sure everyone has the information in case they would like to participate.

Respectfully submitted,

Carol Crawford  
Chairwoman





# **Michigan County Commissioner Convention Agenda**

**South Court Auditorium**  
**August 8, 2017**

**Small Business Administration (SBA)**  
**Presentation**  
Administrator Linda McMahon

**Environmental Protection Agency (EPA)**  
**Presentation**  
Preston Cory

**National Aeronautics and Space Administration (NASA)** Presentation  
Tori Symonds

**Health and Human Services (HHS)**  
**Presentation**  
Darcie Johnston & Greg Hunt

**Department of Transportation (DOT)**  
**Presentation**  
Anthony Bedell

**Department of Education (DED)**  
**Presentation**  
Secretary Betsy DeVos

**Department of Veterans Affairs (VA)**  
**Presentation**  
Chris Syrek

**United States Department of Agriculture (USDA)** Presentation  
Jannine Miller

**Federal Emergency Management Agency (FEMA)**  
Adam Killian

**Department of Interior (DOI)** Presentation  
Steve Smith & Todd Willens

**Department of State (DOS)** Presentation  
Bill Killion, Kathryn Wellner, & Irina Karmanova

**Department of Housing and Urban Development (HUD)** Presentation  
Michael Burley

**Break**

**Closing Remarks**  
Office of Intergovernmental Affairs

**Department of Commerce (DOC)**  
**Presentation**  
Aaron Willard

**Reception**  
*Indian Treaty Room*

**Department of Energy (DOE)** Presentation  
Bryan Kellogg



Our mission at the U.S. Department of Health & Human Services (HHS) is to enhance and protect the health and well-being of all Americans. HHS works closely with state and local governments, and many HHS services are provided at the local level by state or county agencies, or through private sector grantees. HHS administers a wide variety of health and human services and conducts life-saving research for the nation, protecting and serving all Americans. Recent HHS activities include:

**Market Stabilization Rule**

On April 13, 2017 HHS released a final rule which established new flexibilities for states in their management of the individual health insurance market. In particular, the rule eliminated the duplicative review of network adequacy by the federal government, returning oversight to states. Additional flexibility was created for insurance companies by relaxing actuarial value standards. Finally, the rule established a shorter open enrollment period and tightened special enrollment period eligibility in response to many complaints and requests from states and the insurance industry.

**State Innovation Waiver Letter**

On March 13, 2017 HHS Secretary Price sent a letter to all Governors describing the opportunities for flexibility using 1332 State Innovation Waivers, a provision of the ACA. The letter provided an example of waiver concept from Alaska, encouraged states to be creative in their ideas, and committed HHS to working closely and collaboratively with them. On May 16, 2017 this letter was bolstered by CMS's issuance of a 1332 checklist for states. The new tool is intended to help states complete waiver applications that allow them to establish high-risk pools/ state-operated reinsurance programs. Section 1332 waivers, generally can be used by states to opt-out of some mandated provisions under the ACA.

**State Flexibility in Medicaid**

On March 14, 2017, HHS Secretary Tom Price, M.D., and CMS Administrator Seema Verma took their first joint action, cosigning a letter to the nation's governors affirming the Department's intent to work with states to improve the Medicaid program and the lives of those it serves. In that letter they commit to ushering in a new era for the federal and state Medicaid partnership where states have more freedom to design programs that meet the spectrum of diverse needs of their Medicaid population. "We wish to empower all states to advance the next wave of innovative solutions to Medicaid's challenges—solutions that focus on improving quality, accessibility, and outcomes in the most cost-effective manner. States, as administrators of the program, are in the best position to assess the unique needs of their respective Medicaid-eligible populations and to drive reforms that result in better health outcomes." The letter goes on to outline some of the key areas where HHS and CMS will work to improve collaboration with states, moving towards more effective Medicaid program management.

**Cures Act Funding to Address the Opioids Crisis**

On April 19, 2017, Secretary Price announced in a letter to governors that HHS was providing \$485 million in grants to help states and territories to combat the opioid addiction. The funding, which is the first of two rounds provided under the 21st Century Cures Act, will support a comprehensive array of prevention, treatment, and recovery services, depending on the needs of recipients. In his letter the Secretary committed to working with governors to combat the evolving opioids crisis and to ensure that federal funding supports clinically sound, effective, and efficient programs. The Secretary is currently traveling to states, having visited six already, to learn first-hand about the challenges states are facing in addressing the opioids epidemic and to identify best practices, lessons learned and key strategies that produce measurable results.

**Contact**

If you have any questions please contact Darcie Johnston, Director, Intergovernmental Affairs at [Darcie.Johnston@HHS.gov](mailto:Darcie.Johnston@HHS.gov); (202) 690-6060 or Greg Hunt, Policy Advisor at [Gregorio.Hunt@HHS.gov](mailto:Gregorio.Hunt@HHS.gov); (202) 690-6060.

## HHS Regional Directors Contact Information

<http://www.hhs.gov/about/agencies/staff-divisions/iea/regional-offices/index.html>

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### Region 6 – Dallas

*Arkansas, Louisiana, New Mexico, Oklahoma, Texas*

Regional Director: Dr. David Teuscher

[David.Teuscher@HHS.gov](mailto:David.Teuscher@HHS.gov)

1301 Young Street, Suite 1124  
Dallas, TX 75202  
Office: (214) 767-3301

### Region 7 – Kansas City

*Iowa, Kansas, Missouri, Nebraska*

Acting Regional Director: Adele Sink

[Adele.Sink@HHS.gov](mailto:Adele.Sink@HHS.gov)

601 East 12th Street, Room S1801  
Kansas City, MO 64106  
Office: (816) 426-2821

### Region 8 – Denver

*Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming*

Acting Regional Director: Elsa Ramirez

[Elsa.Ramirez@HHS.gov](mailto:Elsa.Ramirez@HHS.gov)

999 18th Street  
South Terrace, Suite 400  
Denver, CO 80202  
Office: (303) 844-3372

### Region 9 – San Francisco

*Arizona, California, Hawaii, Nevada, American Samoa, Commonwealth of the Northern Mariana Islands, Federated States of Micronesia, Guam, Marshall Islands, Republic of Palau*

Acting Regional Director: Kevin Milne

[Kevin.Milne@HHS.gov](mailto:Kevin.Milne@HHS.gov)

90 Seventh Street  
Federal Building, Suite 5-100  
San Francisco, CA 94103  
Phone: (415) 437-8500

### Region 10 – Seattle

*Alaska, Idaho, Oregon, Washington*

Acting Regional Director: Barbara Greene

[Barbara.Greene@HHS.gov](mailto:Barbara.Greene@HHS.gov)

701 Fifth Avenue, Suite 1600, MS-01  
Seattle, Washington 98121  
Office: (206) 615-2010

(as of 7/27/17)



# MICHIGAN



At the U.S. Department of Agriculture, we work with thousands of farmers, ranchers and rural communities every day and we know that there is no limit to the economic potential of rural America. Michigan is home to 52,194 farms across 9.9 million acres. Michigan's top agricultural products include dairy products, corn, soybeans, cattle, chicken eggs, fruits and vegetables. The state's agricultural economy is very diverse producing over 300 commodities and is a leading grower of fruits and vegetables. All told, sales of farm and ranch products contributed nearly \$8 billion to Michigan's economy in 2015.

## OPPORTUNITIES FOR ENGAGEMENT

### ECONOMIC DEVELOPMENT



USDA Rural Development works to create economic opportunities to improve the quality of life in rural America through its business, housing, utilities, and community development programs.

<https://www.rd.usda.gov/>

### FARMING AND RANCHING



Farmers and ranchers are the backbone of America's vibrant agricultural economy. USDA has helped support the ongoing success of Michigan farmers and ranchers by investing in programs that provide access to credit, support a strong farm safety net, and promote new markets for farm products.

### CONSERVATION



Conservation helps farmers and ranchers keep land in production while improving the condition of natural resources. USDA investments help conserve and protect Michigan's land and water resources.

### INFRASTRUCTURE



Robust infrastructure development is foundational for rural America to thrive in the 21st Century. USDA can help build a community from the ground up with resources for utilities, housing, community facilities, and business development.

### RESEARCH



The challenges facing American agriculture are immense. USDA investments help Michigan support research that will secure and improve our food, agricultural, and natural resources systems.

### TRADE

In 2013, exports of farm and ranch products contributed more than **\$3.5 billion**



to the Michigan economy. USDA continues to pursue strong new trade deals that will expand exports and help Michigan's farm and ranch businesses grow and create jobs.

## Contact Information:

Washington, D.C.

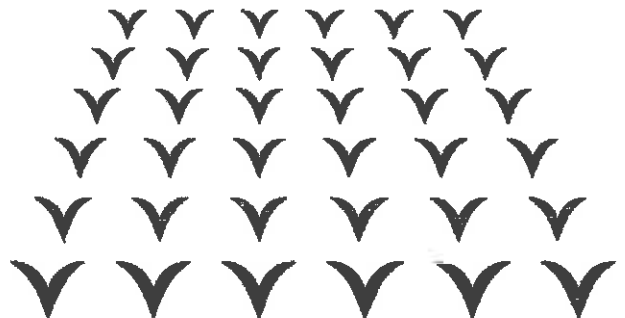
Blake Rollins, Director of External & Intergovernmental Affairs,  
[blake.rollins@osec.usda.gov](mailto:blake.rollins@osec.usda.gov), 202-205-4380

Carly Miller, Deputy Director of External & Intergovernmental Affairs,  
[carly.miller@osec.usda.gov](mailto:carly.miller@osec.usda.gov), 202-897-6271

**MI Rural Development**  
3001 Coolidge Road, Suite 200  
East Lansing, MI 48823  
517-324-5190

**MI Farm Service Agency**  
3001 Coolidge Road, Suite 350  
East Lansing, MI 48823  
517-324-5110

USDA is an equal opportunity employer and provider





# U.S. Department of State

# MICHIGAN

## VIEW AND COMPARE STATES ONLINE



Visit <http://www.state.gov/r/pa/map>

## STATE IN MICHIGAN

- Senator Gary Peters, Congressman Bill Huizenga, and former congressmen Hansen Clarke and Mike Rogers are alumni of the American Council of Young Political Leaders program—one of the Department’s international educational exchange programs.
- The National Passport Information Center in Lansing provides convenient “one stop shopping” for general passport information. This includes checking on the status of a pending passport application or making an appointment at any one of the 25 public passport agencies in the network. During the busy spring and summer travel season, the center is a significant area employer with more than 500 workers.
- The U.S. Department of State granted \$65,000 to Michigan State University in support of research developing new technologies that advance arms control, non-proliferation, and disarmament through the Verification Fund.
- Through the Great Lakes Fisheries Commission (GLFC), established by a treaty concluded in the 1950s, the United States and Canada cooperate to coordinate research into these shared fisheries and develop measures to ensure their long-term sustainability. Through its sea lamprey control programs, funded by the Department’s Bureau of Oceans and International Environmental and Scientific Affairs through the International Fisheries Commissions account, populations of sea lamprey are sharply down, and the fish stocks are rebuilding.

## THE DEPARTMENT OF STATE

In addition to being the lead U.S. foreign affairs agency, the Department of State also provides many services to the American people, and state and local officials:

- Protecting and assisting U.S. citizens living or traveling abroad;
- Assisting U.S. businesses in the international marketplace;
- Coordinating and providing support for international activities of other U.S. agencies (local, state, or Federal Government), official visits overseas and at home, and other diplomatic efforts; and,
- Keeping the public informed about U.S. foreign policy and relations with other countries and providing feedback from the public to administration officials.



**Smart Traveler Enrollment Program**  
A SERVICE OF THE BUREAU OF CONSULAR AFFAIRS  
U.S. Department of State

## TRAVELING ABROAD

The Department of State’s Smart Traveler Enrollment Program (STEP) is a tool for American citizens to use for their travel abroad. Benefits of STEP:

- Receive important information from the Embassy about safety conditions in your destination country, helping you make informed decisions about your travel plans.
- Help the U.S. Embassy contact you in an emergency, whether natural disaster, civil unrest, or family emergency.
- Help family and friends get in touch with you in an emergency.

## DIPLOMATIC FAST FACTS: MICHIGAN

- In 2015, exports from Michigan totaled \$54 billion, which supported 270,240 U.S. jobs.
- Michigan hosted 8,237 people on the J-1 Exchange Visitor Program which includes physicians, au pairs, students and scholars.

Follow the State Department  
on Social Media



For more information contact Bill Killion at the Department of State’s Office of Intergovernmental Affairs at (202) 647-3047 or [killionw@state.gov](mailto:killionw@state.gov) — To contact the Office of Public Engagement email us at: [PublicOutreach@state.gov](mailto:PublicOutreach@state.gov)

# **RESOURCES FOR BUSINESS**



**BIDS:** The Business Information Database System (BIDS) gives U.S. businesses up to the minute information about significant foreign government and multilateral development bank procurements. Through an interactive map interface, businesses can find new export opportunities, validated by U.S. government economic and commercial experts overseas. Public and private partners can link to or download BIDS data for matchmaking, analysis, or other purposes.



**Direct Line for American Business:** The Direct Line for American Business program connects U.S. businesses and American Ambassadors and U.S. mission personnel overseas, making you part of our "country team." You will get up to the minute information on markets vital to your business, and learn about new sectors and tenders to help you expand your business.



**Office of Commercial and Business Affairs (CBA):** CBA coordinates State Department advocacy on behalf of American businesses. We provide assistance in opening markets, leveling the playing field, protecting intellectual property rights, resolving trade and investment disputes, providing commercial information and identifying market opportunities for American firms, advocating on their behalf, engaging them via teleconference with U.S. Ambassadors overseas, and encouraging corporate social responsibility.



**Business Visa Center (BVC):** The Business Visa Center (BVC) is part of the Department of State's ongoing effort to better facilitate the issuance of visas for legitimate business travelers worldwide. The Business Visa Center is available to assist businesses in the United States and their partners, customers and colleagues around the world.



**Office of Authentications:** The Office of Authentications provides signed certificates of authenticity for a variety of documents to individuals, institutions, and government agencies.

**Overseas Security Advisory Council (OSAC):** OSAC promotes effective cooperation by working to assist the U.S. private sector to better anticipate security issues, including identifying and tracking threats, particularly those targeting private sector personnel, facilities, investments, interests, and intellectual property.



**Directorate of Defense Trade Controls (DDTC):** The Directorate of Defense Trade Controls (DDTC) is charged with controlling the export and temporary import of defense articles and defense services covered by the United States Munitions List (USML). The U.S. Government views the sale, export, and re-transfer of defense articles and defense services as an integral part of safeguarding U.S. national security and furthering U.S. foreign policy objectives.

**Overseas Business Insights:** The Overseas Business Insights is a monthly newsletter with five to six unique articles spotlighting the business environment in an assortment of countries throughout the western hemisphere. The newsletter serves as an information entry point for small businesses considering exports or investments abroad and, more broadly, as an easy to digest, periodic awareness resource for all U.S. business. This is currently a Bureau of Western Hemisphere Affairs (WHA) pilot program.

***Learn more at:***

***<https://www.state.gov/e/eb/cba/tools>***



# Collaborative Initiatives Between NASA and Michigan



## Fiscal Year 2016

All	\$46,180,631
Large Business	\$4,594,008
Small Business	\$6,997,538
Educational	\$33,613,337
Non-Profit	\$958,848

## Business

### Small Business

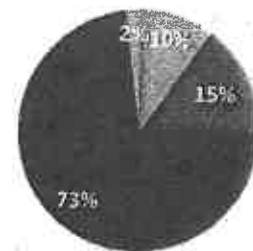
Funding from NASA contributes to 67 businesses in Michigan. Out of those businesses, 49 are categorized as small. The two small businesses which receive the most funding from NASA are Sheridan Solutions, LLC, receiving \$2,255,650 and Nuvotronics, which receives \$1,498,941. Both businesses are located in Saline.

### Large Business

NASA contributes to 18 large businesses in the state of Michigan. The two companies that receive the most funding from NASA are Williams International Co., LLC, located in Walled Lake, which receives \$1,809,264 and Nikon Metrology, Inc., located in Brighton, which receives \$1,136,652.

### NASA SPENDING IN MICHIGAN

■ Large ■ Small ■ Educational ■ Non-Profit



## Education

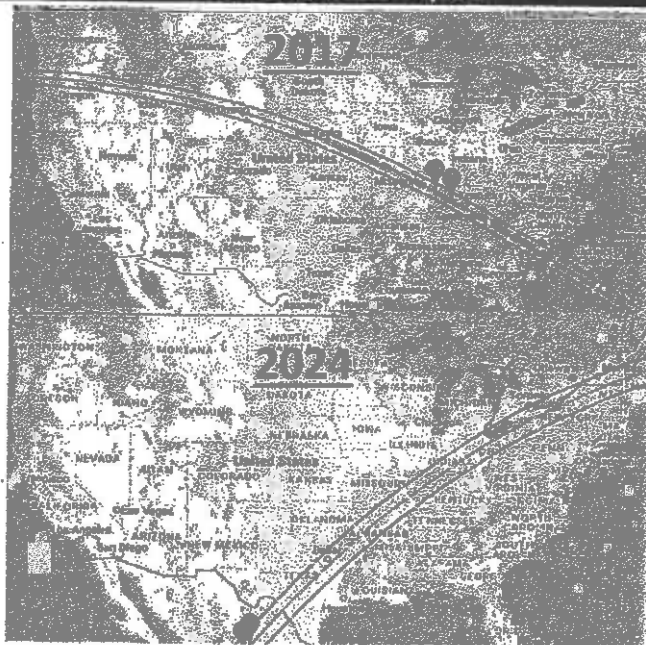
NASA's journeys into air and space have deepened humankind's understanding of the universe, advanced technology breakthroughs, enhanced air travel safety and security, and expanded the frontiers of scientific research. These accomplishments share a common genesis: education.

NASA's three major education goals are:

- Strengthening NASA and the Nation's future workforce
- Attracting and retaining students in science, technology, engineering and mathematics, or STEM, disciplines
- Engaging Americans in NASA's mission

- 8 universities in Michigan receive NASA funding

## Total Solar Eclipse



## Non-Profit Institutions

NASA funds 3 major non-profit institutions in Michigan, including:

- Wayne County Regional Educational Service Agency, Wayne
- Andrews University Inc, Berrien Springs
- Robotics Education and Competition Foundation, Sterling Heights

## Astronauts

Michigan has a long history of providing NASA with some of the brightest minds in the world to join the very select group of American astronauts. To date, NASA has selected 12 astronauts who call Michigan home.

For more information or questions, do not hesitate to contact Tori Symonds of NASA, Intergovernmental Affairs:  
[tori.g.symonds@nasa.gov](mailto:tori.g.symonds@nasa.gov)

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Interested in what companies are in your district? <https://prod.nais.nasa.gov/cgi-bin/npdv/map.cgi>

Want to learn more about NASA? <https://www.nasa.gov/>





# DOE and Michigan: A Unique Partnership



## Examples of the unique partnership between DOE and the State of Michigan

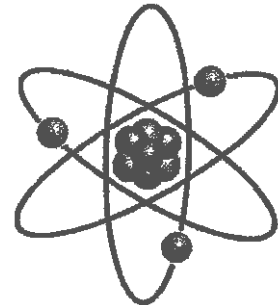
### Facility for Rare Isotope Beams

The Facility for Rare Isotope Beams (FRIB) at Michigan State University is the latest of DOE's scientific user facilities. When completed in 2022, FRIB will house a state of the art superconducting linear accelerator that will advance understanding of rare nuclear isotopes and provide unparalleled opportunities to explore and understand atoms.



This high discovery-potential science will strengthen our ability to understand how nature, our bodies, and the environment interact with each other on an atomic level. New knowledge in this arena will yield exciting applications for society in medicine, homeland security, industry, and beyond. From construction through operation, FRIB is expected to generate accumulated wages totaling \$1.7 billion and add \$4.4 billion to the state's economy.

### Science



DOE's Office of Science provided more than \$128 million in grants to universities and institutions in Michigan. Among the largest recipients: Michigan State University (\$112.6 million), University of Michigan (\$12.3 million), Central Michigan University (\$1.8 million) and Wayne State University (\$1.6 million).

### Energy Assurance and Resilience

DOE works with state and local partners through national associations to develop communications procedures, tools, and training to improve their capacity to prepare for and respond to energy sector emergencies. During the recent wind storms in March 2017, DOE's Infrastructure Security and Energy Restoration (ISER) division provided situational awareness of the power outages to authorities in Michigan, the White House, and the Federal Emergency Management Agency. ISER also coordinated with Customs and Border Protection to ensure the smooth transit of line crews from Canada to provide mutual aid to the utilities.

### Energy Information Administration

The U.S. Energy Information Administration (EIA) collects, analyzes, and disseminates energy information to promote sound policymaking, efficient markets, and public understanding of energy and its interaction with the economy and the environment. EIA has a state profile that features Michigan's energy data, including information on production, rankings, and pricing.



### EIA Quick Facts

- The Antrim Gas Field in Michigan's Lower Peninsula is one of the nation's top 100 natural gas fields and, in 2015, more than 90 billion cubic feet of natural gas was produced from Michigan's Antrim Shale.
- In 2015, Michigan had more underground natural gas storage capacity – almost 1.1 trillion cubic feet – than any other state in the nation.
- In 2016, Michigan's three nuclear power plants, with four reactor units, provided 28% of the state's net electricity generation.
- Biomass energy from landfill gas, municipal solid waste, and wood and wood waste fueled 34% of Michigan's nonhydroelectric renewable net electricity generation in 2016.

### Technical Assistance

DOE provides technical assistance to states, tribes, and localities pursuing energy projects. To access DOE's State, Local and Tribal Technical Assistance Gateway, visit <http://www.energy.gov/TA>. To learn more, please contact Bryan Kellogg in DOE's Intergovernmental Affairs Office at 202-586-0608.



## Action Request



Meeting Date:	August 16, 2017		
Department:	County Clerk	Submitted By:	Bonnie Scheele
Contact E-Mail:	bscheele@grandtraverse.org	Contact Telephone:	231.922.4760
Agenda Item Title:	Repeal Ordinance #8 - Grand Traverse Housing Commission		
Estimated Time:	Consent Calendar <small>(in minutes)</small>	Laptop Presentation:	<input type="radio"/> Yes <input checked="" type="radio"/> No

**Summary of Request:**

After a review of the Ordinance #8 Grand Traverse Housing Commission and associated board file, it was determined that the Grand Traverse Housing Commission disbanded in 1989 after a letter was received by the 5 members resigning effective October 18, 1989. There were no further appointments to the Grand Traverse Housing Commission.

**Suggested Motion:**

Approve attached resolution, repealing Ordinance #8 effective immediately

**Financial Information:**

Total Cost:		General Fund Cost:		Included in budget:	<input type="radio"/> Yes <input checked="" type="radio"/> No
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If not included in budget, recommended funding source:

This section for Finance Director, Human Resources Director, Civil Counsel, and Administration USE ONLY:

Reviews:	Signature	Date
Finance Director		
Human Resources Director		
Civil Counsel		

**Administration:**  Recommended Date: \_\_\_\_\_

Miscellaneous:

**Attachments:**

Attachment Titles:  
Proposed Resolution

**RESOLUTION**

**XX-2017**

**Repeal of Grand Traverse County Ordinance No. 8, Grand Traverse Housing Commission**

WHEREAS, The Grand Traverse County Board of Commissioners adopted County Ordinance No 8 in 1981 creating the Grand Traverse Housing Commission; and,

WHEREAS, it has been determined the Grand Traverse Housing Commission was disbanded in 1989 after a letter was received by the 5 members resigning effective October 18, 1989; and,

WHEREAS, there has been no further appointments to this board since the resignation of the board members, Civil Counsel recommends that the ordinance be repealed; and,

NOW THEREFORE BE IT RESOLVED THAT THE Grand Traverse County Board of Commissioners hereby repeals Grand Traverse County Ordinance No. 8, Grand Traverse Housing Commission, effectively immediately.

APPROVED: August 16, 2017



### Action Request

Meeting Date:	August 16, 2017		
Department:	Finance	Submitted By:	Jody Lundquist
Contact E-Mail:	jlundquist@grandtraverse.org	Contact Telephone:	922-4680
Agenda Item Title:	FY2017 Budget Amendments		
Estimated Time:	Consent Calendar <small>(in minutes)</small>	Laptop Presentation:	<input type="radio"/> Yes <input checked="" type="radio"/> No

**Summary of Request:**

Public Act 2 of 1968, the Uniform Budgeting and Accounting Act for Local Units of Government, provides for amendments to the adopted budget upon anticipation of a variance in revenues and/or expenditures. The Finance Department and Department Heads monitor current year activity on an ongoing basis to identify such variances. Consistent with County policy, departments have prepared and the Finance Department has reviewed the attached FY2017 budget amendment requests. Board of Commissioners approval is requested to amend the adopted FY2017 budget as presented.

**Suggested Motion:**

Approve FY2017 budget amendments as presented.

**Financial Information:**

Total Cost:	n/a	General Fund Cost:	n/a	Included in budget:	<input type="radio"/> Yes <input checked="" type="radio"/> No
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If not included in budget, recommended funding source:

n/a

<small>This section for Finance Director, Human Resources Director, Civil Engineer, and Administration USE ONLY</small>			
Reviewed:		Date:	8/8/2017
Finance Director:			
Human Resources Director:			
Civil Engineer:			
Administration:	<input type="checkbox"/> Recommended	Date:	
Miscellaneous:			

**Attachments:**

Attachment Titles:  
Budget Amendments Fiscal Year 2017

# BUDGET AMENDMENTS

## FISCAL YEAR 2017

As requested on August 16, 2017

<b>101</b>	<b>GENERAL FUND</b>		
	<b>265</b>	<b>Facilities</b>	
	<b>978</b>	<b>Transfers Out - Facilities</b>	
<b>471</b>	<b>COUNTY FACILITIES</b>		
	<b>000</b>	<b>Transfers In</b>	
	<b>301</b>	<b>Law Enforcement Center - Jail</b>	
		<u>Decrease Expenditure</u>	
	101-265-702.00	Full Time and Regular	39,972.15
		<u>Increase Expenditure</u>	
	101-978-999.00	Transfers Out	39,972.15
		<u>Increase Revenue</u>	
	471-000-699.00	Transfers In	39,972.15
		<u>Increase Expenditure</u>	
	471-301-818.00	Contract Services	39,972.15

NOTES: To transfer General Fund appropriation to Facilities Department to County Facilities Fund to cover janitorial contract services provided to jail.

<b>101</b>	<b>GENERAL FUND</b>		
	<b>265</b>	<b>Facilities</b>	
	<b>974</b>	<b>Transfers Out - Parks &amp; Recreation Fund</b>	
<b>208</b>	<b>PARKS &amp; RECREATION FUND</b>		
	<b>000</b>	<b>Transfers In</b>	
	<b>752</b>	<b>Civic Center</b>	
		<u>Decrease Expenditure</u>	
	101-265-702.00	Full Time and Regular	24,064.63
		<u>Increase Expenditure</u>	
	101-974-999.00	Transfers Out	24,064.63
		<u>Increase Revenue</u>	
	208-751-699.00	Transfers In	24,064.63
		<u>Increase Expenditure</u>	
	208-752.703.00	Part Time Temporary	24,064.63

NOTES: To transfer General Fund appropriation to Facilities Department to Parks and Recreation Fund for Park Rangers to perform field stripping and Civic Center summer groundskeeping.

Budget Amendments Continued

**208 PARKS & RECREATION FUND**

**752 Civic Center**

**759 Twin Lakes**

Increase Expenditure

208-752-703.00 Part Time Temporary 10,400.00

Decrease Expenditure

208-759-703.00 Part Time Temporary 10,400.00

NOTES: To redistribute original budget for Part Time Temporary wages from one department to another based on service needs.

**222 GRAND TRAVERSE COUNTY HEALTH FUND**

**422 Dental Fluoride Varnish**

Increase Revenue

222-422-553.00 Medicaid Reimbursement 5,000.00

Increase Expenditures

222-422-727.00	Office Supplies	275.00
222-422-729.00	Printing and Binding	25.00
222-422-729.02	Copy Machine Use	25.00
222-422-730.00	Postage	25.00
222-422-743.00	Other Supplies	3,050.00
222-422-812.00	MIS Charges	400.00
222-422-850.00	Telephone	150.00
222-422-850.01	Telephone Local	150.00
222-422-942.00	Indirect Cost	300.00
222-422-942.01	County Indirect	300.00
222-422-969.59	Personal Health Indirect	300.00
	<b>Total</b>	<b>5,000.00</b>

NOTES: To establish a budget for the new program 422 - Dental Fluoride Varnish which started July 2017 within the Community Health Clinics.

**280 NEXT MICHIGAN**

**000 Non-Departmental**

**729 Community Development**

Increase Revenue

280-729-401.00 Fund Balance Forward 13,100.00

Decrease Revenue

280-000-401.00 Fund Balance Forward 13,100.00

NOTES: To amend the original budget in order to combine the Community Development department with the no longer used Non-Departmental department for ease in budgeting and tracking.

**280 NEXT MICHIGAN**  
**000 Non-Departmental**  
**729 Community Development**

Increase Expenditures

280-729-727.00	Office Supplies	500.00
280-729-729.02	Copy Machine Use	50.00
280-729-730.00	Postage	50.00
280-729-808.00	Attorney Fees	1,000.00
280-729-818.00	Contract Services	10,000.00
280-729-860.00	Travel	1,000.00
280-729-860.01	Conventions & Conferences	500.00
	<b>Total</b>	<b>13,100.00</b>

Decrease Expenditures

280-000-727.00	Office Supplies	500.00
280-000-729.02	Copy Machine Use	50.00
280-000-730.00	Postage	50.00
280-000-808.00	Attorney Fees	1,000.00
280-000-818.00	Contract Services	10,000.00
280-000-860.00	Travel	1,000.00
280-000-860.01	Conventions & Conferences	500.00
	<b>Total</b>	<b>13,100.00</b>

NOTES: To amend the original budget in order to combine the Community Development department with the no longer used Non-Departmental department for ease in budgeting and tracking.

**472 CAPITAL IMPROVEMENT**  
**000 Non -Departmental**

Increase Revenue

472-000-401.00	Fund Balance Forward	127,300.00
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Increase Expenditures

472-000-976.01	Improvements	127,300.00
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NOTES: To authorize use of fund balance for the replacement of the condensers servicing the County Jail. Project was bid and accepted in May of 2016. Purchase Order was generated during 2016, however work was not completed until 2017. The amount of this open purchase order was reserved in the fund balance for capital outlay at 12/31/2016.

## 691 RESOURCE RECOVERY

## 520 Administration

Increase Revenue

691-520-401.00	Fund Balance Forward	50,000.00
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Increase Expenditures

691-520-704.00	Overtime	150.00
691-520-729.00	Printing & Binding	1,000.00
691-520-743.00	Other Supplies	2,500.00
691-520-810.00	Subscriptions	200.00
691-520-818.00	Contract Services	30,000.00
691-520-909.00	Advertising	1,000.00
691-520-932.00	Equipment Repair & Maint	3,500.00
691-520-992.00	Contingency	11,650.00
	Total	<u>50,000.00</u>

NOTES: To amend budget for increased activity, including addendum #1 to IRIS contract for facility and hauler report management, shed replacement, advertising, Re-TRAC subscription, and new signage.



RESOLUTION  
**xx-2017**  
**Budget Amendments**

WHEREAS, the Grand Traverse County Board of Commissioners met in regular session on August 16, 2017, and reviewed budget amendments for Fiscal Year 2017 that have been requested by the Director of Finance and are recommended for approval; and,

WHEREAS, Public Act 2 of 1968, the Uniform Budgeting and Accounting Act for Local Units of Government, provides for amendments to the adopted budget upon anticipation of a variance in revenues and/or expenditures; and,

WHEREAS, The Finance Department and Department Heads monitor current year activity on an ongoing basis to identify such variances; and,

WHEREAS, Consistent with County policy, departments have prepared and the Finance Department has reviewed the attached FY2017 budget amendment requests; and,

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF COMMISSIONERS, THAT the attached budget amendments for the Fiscal Year 2017 budget are hereby approved. (See file for attachments.)

APPROVED: August 16, 2017



### Action Request

Meeting Date:	August 16, 2017		
Department:	Finance	Submitted By:	Jody Lundquist
Contact E-Mail:	jlundquist@grandtraverse.org	Contact Telephone:	922-4680
Agenda Item Title:	July 2017 Claims Approval		
Estimated Time:	Consent Calendar <small>(in minutes)</small>	Laptop Presentation:	<input type="radio"/> Yes <input checked="" type="radio"/> No

**Summary of Request:**

Claims and payroll disbursement activity for the month of July 2017 is requested for approval, as attached. A check distribution summary is also included for your review. Further detail regarding disbursements may be requested directly from the Finance Department.

**Suggested Motion:**

Approval of the requested claims and payroll disbursements for the month of July 2017.

**Financial Information:**

Total Cost: \$6,841,701.71	General Fund Cost:	Included in budget: <input checked="" type="radio"/> Yes <input type="radio"/> No
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If not included in budget, recommended funding source:

**This section for Finance Director, Human Resources Director, Civil Counsel, and Administration USE ONLY:**

Reviews:	Signature	Date
Finance Director		8/7/2017
Human Resources Director		
Civil Counsel		

**Administration:**  Recommended      Date: \_\_\_\_\_

Miscellaneous:

**Attachments:**

Attachment Titles:  
July 2017 Claims and Check Distribution Summary

AUDIT COMMITTEE

JULY 2017 CLAIMS

<u>TYPE</u>	<u>DATE</u>	<u>AMOUNT</u>
<b>CLAIMS, ACCOUNTS AND IMMEDIATE PAYMENTS FOR BOARD APPROVAL</b>		
CLAIMS AND ACCOUNTS	7/11/2017	367,289.01
CLAIMS AND ACCOUNTS	7/25/2017	1,365,913.94
<b>TOTAL CLAIMS &amp; ACCOUNTS</b>		<u>1,733,202.95</u>
IMMEDIATE PAYMENTS	7/5/2017	11,183.60
IMMEDIATE PAYMENTS	7/7/2017	110,415.13
IMMEDIATE PAYMENTS	7/7/2017	315.00
IMMEDIATE PAYMENTS	7/12/2017	34,048.45
IMMEDIATE PAYMENTS	7/12/2017	1,207.35
IMMEDIATE PAYMENTS	7/13/2017	319,114.05
IMMEDIATE PAYMENTS	7/13/2017	2,030.83
IMMEDIATE PAYMENTS	7/13/2017	1,053,931.87
IMMEDIATE PAYMENTS	7/17/2017	39,014.65
IMMEDIATE PAYMENTS	7/19/2017	266,682.74
IMMEDIATE PAYMENTS	7/20/2017	15,165.26
IMMEDIATE PAYMENTS	7/21/2017	86,018.40
IMMEDIATE PAYMENTS	7/26/2017	39,811.07
IMMEDIATE PAYMENTS	7/26/2017	22,811.59
IMMEDIATE PAYMENTS	7/28/2017	8,109.05
IMMEDIATE PAYMENTS	7/28/2017	1,548,140.55
<b>TOTAL IMMEDIATE PAYMENTS</b>		<u>3,657,999.59</u>
<b>TOTAL CLAIMS, ACCOUNTS, AND IMMEDIATE PAYMENTS</b>		<u>5,291,202.54</u>
<b>CHECK DISTRIBUTION SUMMARY RECONCILING ITEMS</b>		
<b>Health Department Claims:</b>		
HEALTH	7/11/2017	42,108.18
HEALTH	7/25/2017	62,970.87
<b>TOTAL HEALTH CLAIMS</b>		<u>105,079.05</u>
<b>Department of Public Works Check Runs Approved by Board of Public Works:</b>		
DPW Check Runs	7/7/2017	42,740.92
DPW Check Runs	7/11/2017	180,023.25
DPW Check Runs	7/19/2017	40,581.69
DPW Check Runs	7/27/2017	15,624.32
<b>TOTAL DPW CHECK RUNS</b>		<u>258,970.18</u>
<b>TOTAL RECONCILING ITEMS</b>		<b>364,049.23</b>
<b>Total Claims, Immediate Pay, Health &amp; DPW</b>		<b>5,655,251.77</b>
<b>Monthly Check Distribution Summary</b>		<b>5,655,251.77</b>
	<b>Difference</b>	<b>0.00</b>
<b>PAYROLL</b>		
PAYROLL	7/14/2017	885,601.78
PAYROLL	7/28/2017	850,774.64
BENEFITS	7/31/2017	335,675.30
<b>TOTAL PAYROLL</b>		<u>1,186,449.94</u>
<b>FOR BOARD APPROVAL:</b>		
<b>TOTAL CLAIMS, ACCOUNTS, IMMEDIATE PAY &amp; PAYROLL</b>		<u>6,841,701.71</u>

REQUEST APPROVAL

**GRAND TRAVERSE COUNTY  
CHECK DISTRIBUTION SUMMARY  
JULY 2017**

<b>Payee Name</b>	<b>Amount</b>
DAWN M BACHI-REFFITT AND Total	\$ 1,531,564.09
GARFIELD CHARTER TOWNSHIP Total	\$ 569,585.82
GRAND TRAVERSE COUNTY Total	\$ 474,448.73
NORTHERN LAKES COMMUNITY Total	\$ 341,100.00
MICHIGAN MUNICIPAL RISK M Total	\$ 246,858.00
EAST BAY CHARTER TOWNSHIP Total	\$ 236,116.20
TRAVERSE AREA DISTRICT LI Total	\$ 213,848.34
HURST MECHANICAL Total	\$ 128,479.00
STATE OF MICHIGAN Total	\$ 118,247.28
NORTHWEST MICHIGAN COMMUN Total	\$ 112,756.82
TRAVERSE CITY TREASURER Total	\$ 112,039.28
ACME TOWNSHIP Total	\$ 75,412.44
* Confidential * Total	\$ 74,339.20
PORCELAIN PATROL SERVICE Total	\$ 65,371.94
CITY OF TRAVERSE CITY Total	\$ 50,614.51
ONIX NETWORKING CORPORATI Total	\$ 47,795.00
TOTAL COURT SERVICES Total	\$ 47,528.50
TRAVERSE CITY LIGHT & POW Total	\$ 44,158.27
ELMWOOD TOWNSHIP Total	\$ 40,281.04
CORRECT CARE SOLUTIONS LL Total	\$ 37,987.60
GABRIDGE & COMPANY, PLC Total	\$ 36,340.00
PENINSULA TOWNSHIP Total	\$ 35,964.78
CONSUMERS ENERGY Total	\$ 33,183.22
IRIS WASTE DIVERSION SPEC Total	\$ 26,596.44
BADGER METER, INC. Total	\$ 25,470.00
CH2M HILL INC. Total	\$ 23,756.00
MICHIGAN STATE UNIVERSITY Total	\$ 23,031.00
ARAMARK Total	\$ 22,357.93
SHELL CREDIT CARD CENTER Total	\$ 21,574.38
GOURDIE-FRASER, INC Total	\$ 21,120.75
GUARDIAN MEDICAL MONITORI Total	\$ 20,230.10
TYLER TECHNOLOGIES INC Total	\$ 20,147.25
WOLVERINE HUMAN SERVICES Total	\$ 19,181.45
DUHADWAY,KENDALL & ASSOCI Total	\$ 18,339.00
CHERRYLAND ELECTRIC Total	\$ 17,271.47
GRAND TRAVERSE CONSERVATI Total	\$ 16,604.00
BURNHAM & FLOWER OF MICHI Total	\$ 15,237.00
FIFTH THIRD BANK Total	\$ 15,165.26
INTERLOCHEN PUBLIC LIBRAR Total	\$ 14,219.52
PENINSULA COMMUNITY LIBRA Total	\$ 13,356.61
CENTER FOR AUTOMOTIVE RES Total	\$ 13,000.00
ROBERT A MICKEVICIUS Total	\$ 12,300.00

<b>Payee Name</b>	<b>Amount</b>	
WMU HOMER STRYKER MD SCHO Total	\$	12,151.00
TITLE CHECK LLC Total	\$	12,114.02
CDW GOVERNMENT,INC. Total	\$	11,932.94
ATT MOBILITY Total	\$	10,653.96
MISSAUKEE WILDERNESS YOUT Total	\$	10,131.00
EPIC TECHNOLOGY SOLUTIONS Total	\$	9,890.00
DATAWORKS PLUS LLC Total	\$	9,600.00
PAUL T. JARBOE PLC Total	\$	9,480.00
VARIPRO BENEFIT ADMINISTR Total	\$	8,953.60
MOTOROLA, INC. Total	\$	8,376.00
EAGLE VILLAGE, INC. Total	\$	8,213.52
KELLEY'S CUSTOM TRAILERS Total	\$	7,910.00
ALDEMA E BARRON Total	\$	7,692.67
OFFICE DEPOT,INC Total	\$	7,457.06
SAMUEL J & KAREN O MITCHE Total	\$	7,228.81
SHAWN WORDEN Total	\$	7,125.00
POSTMASTER OF TRAVERSE CI Total	\$	7,115.00
AT&T GLOBAL SERVICES Total	\$	6,926.96
FIDLAR TECHNOLOGIES, INC. Total	\$	6,901.75
FIFE LAKE PUBLIC LIBRARY Total	\$	6,861.46
SINCLAIR BROADCAST GROUP Total	\$	6,590.00
DAVID J CLARK Total	\$	6,450.00
MUSKEGON RIVER YOUTH HOME Total	\$	5,945.76
DOUGLAS A KING Total	\$	5,900.00
STARR COMMONWEALTH Total	\$	5,866.80
LIFE STORY FUNERAL HOME Total	\$	5,750.00
MAUREEN A BOSKER Total	\$	5,736.60
KANE & ASSOCIATES, PLC Total	\$	5,700.00
STATE OF MICHGIAN Total	\$	5,361.46
DON LEWIS Total	\$	5,069.69
LIGHTHOUSE INSURANCE Total	\$	5,000.00
TRAVERSE CITY FLEET REPAI Total	\$	4,875.27
4FRONT CREDIT UNION Total	\$	4,697.23
SANOFI PASTEUR, INC. Total	\$	4,639.20
KELLY SERVICES, INC. Total	\$	4,628.40
LEELANAU COUNTY Total	\$	4,430.12
CHILD & FAMILY SERVICES Total	\$	4,375.28
MICHAEL P COLLINS Total	\$	4,090.62
CUTTIN IT CLOSE OUTDOOR Total	\$	3,990.00
TNT OUTDOOR SERVICES LLC Total	\$	3,780.00
NORTHERN OFFICE EQUIPMENT Total	\$	3,709.21
GLAXOSMITHKLINE PHARMACEU Total	\$	3,708.70
JAMES V & BARBARA J PARRI Total	\$	3,658.08
GRAFF, GRAFF & HELVESTON Total	\$	3,600.00
MATTHEW CONNOLLY Total	\$	3,600.00
ADDICTION TREATMENT SERVI Total	\$	3,503.00

<b>Payee Name</b>	<b>Amount</b>
<b>RONALD K. SNYDER Total</b>	\$ 3,492.00
<b>KYLE B TREVAS Total</b>	\$ 3,375.00
<b>BRETT C BAIRD Total</b>	\$ 3,337.33
<b>CYNTHIA ANN CONLON Total</b>	\$ 3,275.00
<b>JASON A RAZAVI . Total</b>	\$ 3,250.00
<b>KLM LANDSCAPE Total</b>	\$ 3,236.00
<b>LAND INFORMATION ACCESS A Total</b>	\$ 3,222.50
<b>CANDACE C &amp; SHEA DUGAN Total</b>	\$ 3,208.48
<b>JACOB GRAFF Total</b>	\$ 3,125.00
<b>GRAND TRAVERSE MOBILE COM Total</b>	\$ 2,925.83
<b>REANN R GORTON Total</b>	\$ 2,861.33
<b>WARREN E &amp; DIANNE L FAIRB Total</b>	\$ 2,858.40
<b>TRAVERSE CITY AREA PUBLIC Total</b>	\$ 2,838.33
<b>ROGER P BAKER &amp; SUSAN SOD Total</b>	\$ 2,838.07
<b>CHERRY CAPITAL CAB, LLC Total</b>	\$ 2,690.00
<b>MITCHELL GRAPHICS Total</b>	\$ 2,675.90
<b>REYNOLDS-JONKHOFF FUNERAL Total</b>	\$ 2,650.00
<b>NICHOLS Total</b>	\$ 2,641.49
<b>JANET M MISTELE Total</b>	\$ 2,575.00
<b>FRANK A &amp; JAN M SCHOLLETT Total</b>	\$ 2,559.60
<b>VERIZON WIRELESS Total</b>	\$ 2,557.60
<b>NEXUS FAMILY SERVICES INC Total</b>	\$ 2,550.00
<b>DTE ENERGY Total</b>	\$ 2,516.27
<b>DAVID M KIPLEY Total</b>	\$ 2,500.00
<b>GORDON P FITCH Total</b>	\$ 2,383.20
<b>DANIELLE M JACOBS &amp; ANN M Total</b>	\$ 2,226.60
<b>MICHIGAN PIPE &amp; VALVE Total</b>	\$ 2,224.40
<b>GREAT LAKES BUSINESS SYST Total</b>	\$ 2,178.30
<b>AMY E ESSEX Total</b>	\$ 2,158.20
<b>JENNIFER CUTLER-PAMPU Total</b>	\$ 2,142.00
<b>PAUL HUBBELL Total</b>	\$ 2,125.00
<b>D &amp; W AUTO Total</b>	\$ 2,116.60
<b>PAULA SAGALA Total</b>	\$ 2,115.00
<b>CONFLICT RESOLUTION SERVI Total</b>	\$ 2,100.00
<b>DRUG &amp; LABORATORY DISPOSA Total</b>	\$ 2,073.50
<b>THEODORE &amp; AMANDA NELSON Total</b>	\$ 2,060.60
<b>GREGORY G NORTH PHD PC Total</b>	\$ 2,000.00
<b>MGT OF AMERICA INC Total</b>	\$ 2,000.00
<b>ROSS HICKMAN Total</b>	\$ 2,000.00
<b>MUNSON MEDICAL CENTER Total</b>	\$ 1,965.80
<b>EAST BAY LEGAL Total</b>	\$ 1,953.33
<b>AMERICAN WASTE Total</b>	\$ 1,930.00
<b>CENTRAL LAKE ARMOR EXPRES Total</b>	\$ 1,925.00
<b>POLICE LEGAL SCIENCES Total</b>	\$ 1,920.00
<b>PHILIP A SETTLES Total</b>	\$ 1,900.00
<b>MERCK &amp; CO., INC. Total</b>	\$ 1,897.72

<b>Payee Name</b>	<b>Amount</b>
<b>DOULGAS &amp; BONNIE ANN DONT Total</b>	<b>\$ 1,880.59</b>
<b>NORTHERN A-1 KALKASKA Total</b>	<b>\$ 1,876.94</b>
<b>WARREN WAHL Total</b>	<b>\$ 1,875.00</b>
<b>INTEGRATED SYSTEMS CONSUL Total</b>	<b>\$ 1,870.00</b>
<b>JOY EVANS Total</b>	<b>\$ 1,868.40</b>
<b>SARAH ROSE ZABOROWSKI &amp; J Total</b>	<b>\$ 1,838.75</b>
<b>MICHELE CANFIELD Total</b>	<b>\$ 1,824.64</b>
<b>NYE UNIFORM CO., INC Total</b>	<b>\$ 1,797.58</b>
<b>SOS ANALYTICAL Total</b>	<b>\$ 1,790.00</b>
<b>HAVILAND CONSUMER PRODUCT Total</b>	<b>\$ 1,750.00</b>
<b>THOMSON REUTERS - WEST Total</b>	<b>\$ 1,712.68</b>
<b>LESLEY'S LANDSCAPING Total</b>	<b>\$ 1,710.00</b>
<b>SOUTHTOWN PROPERTY MANAGE Total</b>	<b>\$ 1,700.00</b>
<b>TRAVERSE AREA SUPPORT SER Total</b>	<b>\$ 1,680.00</b>
<b>PFIZER PHARMACEUTICALS Total</b>	<b>\$ 1,657.38</b>
<b>WATKINS PHARMACY &amp; SURGIC Total</b>	<b>\$ 1,633.45</b>
<b>JOHN &amp; MELISSA EDINGFIELD Total</b>	<b>\$ 1,596.20</b>
<b>JAMES LEE BUIE Total</b>	<b>\$ 1,577.28</b>
<b>TROY &amp; BETTY TEEPLE Total</b>	<b>\$ 1,573.20</b>
<b>TIMOTHY TAYLOR Total</b>	<b>\$ 1,555.79</b>
<b>JENNI A &amp; CHESTER A KRUPI Total</b>	<b>\$ 1,544.63</b>
<b>ULINE Total</b>	<b>\$ 1,531.41</b>
<b>DAVID MCDONALD Total</b>	<b>\$ 1,515.39</b>
<b>ALFIE EMBROIDERY Total</b>	<b>\$ 1,509.25</b>
<b>D/LT. DANIEL KING Total</b>	<b>\$ 1,506.36</b>
<b>PAUL J &amp; ROBYN E SWINEHAR Total</b>	<b>\$ 1,506.15</b>
<b>KT KLUMPP LLC Total</b>	<b>\$ 1,500.00</b>
<b>LESLIE DARLENE CHAVE Total</b>	<b>\$ 1,491.82</b>
<b>CHARLEVOIX COUNTY Total</b>	<b>\$ 1,455.34</b>
<b>TELE-RAD, INC. Total</b>	<b>\$ 1,449.65</b>
<b>CHARTER COMMUNICATIONS Total</b>	<b>\$ 1,447.66</b>
<b>86TH DISTRICT COURT Total</b>	<b>\$ 1,413.00</b>
<b>BRIAN E MACDONELL TRUST Total</b>	<b>\$ 1,410.55</b>
<b>FASTENAL COMPANY Total</b>	<b>\$ 1,409.22</b>
<b>JEFFREY J &amp; AMBER UMPHREY Total</b>	<b>\$ 1,376.23</b>
<b>MEDLER ELECTRIC COMPANY Total</b>	<b>\$ 1,362.81</b>
<b>KARI RISINGER Total</b>	<b>\$ 1,356.96</b>
<b>DONALD M &amp; LISA CROSSLEY Total</b>	<b>\$ 1,338.04</b>
<b>ERIN MCGUIRE Total</b>	<b>\$ 1,328.96</b>
<b>CHARLES D CORWIN Total</b>	<b>\$ 1,242.60</b>
<b>VINCENT J MALONEY Total</b>	<b>\$ 1,215.00</b>
<b>SATELLITE TRACKING OF PEO Total</b>	<b>\$ 1,211.25</b>
<b>CHERYL L LOESEL Total</b>	<b>\$ 1,204.20</b>
<b>MICHIGAN STATE POLICE - B Total</b>	<b>\$ 1,177.90</b>
<b>KEITH ALLEN TONDREAU Total</b>	<b>\$ 1,175.33</b>
<b>BRIAN L &amp; MELISSA S NEWMA Total</b>	<b>\$ 1,165.34</b>

<b>Payee Name</b>	<b>Amount</b>
<b>SCHMELTZER LAW PLLC Total</b>	\$ 1,160.00
<b>STANDARD ELECTRIC COMPANY Total</b>	\$ 1,155.29
<b>AXIS CONSULTING LLC Total</b>	\$ 1,155.00
<b>DEWOLF &amp; ASSOCIATES Total</b>	\$ 1,155.00
<b>TRAVERSE CITY RECORD EAGL Total</b>	\$ 1,141.75
<b>CHRISTOPHER MODE Total</b>	\$ 1,141.19
<b>BIDDLE CONSULTING INC Total</b>	\$ 1,139.00
<b>ELIZABETH ELLEN LAJKO Total</b>	\$ 1,114.78
<b>MICHAEL &amp; BRENDA GULLA Total</b>	\$ 1,114.20
<b>EMILY SHIELDS Total</b>	\$ 1,112.89
<b>GARRY &amp; WENDY K MCNEAL Total</b>	\$ 1,076.26
<b>JAMES M LINDSAY Total</b>	\$ 1,070.50
<b>CHEMICAL BANK Total</b>	\$ 1,061.75
<b>ALICIA R OLMAN Total</b>	\$ 1,051.47
<b>LISA M POINTE Total</b>	\$ 1,051.20
<b>LONG LAKE MARINA Total</b>	\$ 1,024.47
<b>WALMART COMMUNITY CARD Total</b>	\$ 1,015.54
<b>MICHELLE KEENE Total</b>	\$ 1,011.60
<b>NORTHERN BUILDING SUPPLY Total</b>	\$ 1,007.63
<b>CASEY M WHITE Total</b>	\$ 1,003.84
<b>All Other Payee's Under \$1,000</b>	\$ 112,380.09
<b>Grand Total</b>	\$ 5,655,251.77



**RESOLUTION**

**xx-2017**

**Claims Approvals – July 2017**

WHEREAS, the Grand Traverse County Board of Commissioners met in regular session on August 16, 2017, and reviewed claims and payroll disbursements for the month of July 2017 that were requested by the Director of Finance are recommended for approval; and,

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF COMMISSIONERS, THAT the attached claims and payroll disbursements for the month of July 2017 are hereby approved. (See file for attachments.)

Approved: August 16, 2017



### Action Request

Meeting Date:	August 16, 2017		
Department:	Circuit Court, Family Division	Submitted By:	Kris Randall
Contact E-Mail:	krandall@grandtraverse.org	Contact Telephone:	922-6874
Agenda Item Title:	Child Care Fund, Grand Traverse County 2017-2018		
Estimated Time:	15 minutes <small>(in minutes)</small>	Laptop Presentation:	<input checked="" type="radio"/> Yes <input type="radio"/> No

**Summary of Request:**

Review and Approval of the 2017-2018 Child Care Fund Budget with authorization of the board chair to sign approval on behalf of the Grand Traverse County Board of Commissioners.

Authorize board chair to approve and sign amendments for re-allocation of approved funds in the 2017-2018 Child Care Fund Budget which comply with the policy for allocation of funds for Grand Traverse County but require approval per the policy of the Michigan Department of Health and Human Services.

Authorization to expend funds subsequent to January 1, 2018 are subject to formal approval and adoption of the 2018 County budget.

**Suggested Motion:**

The Child Care Fund Budget for Grand Traverse County for October 1, 2017-September 30, 2018 be approved and authorization is granted to the board chair to approve re-allocation of approved child care fund monies for continuation of necessary services in the Family Division of the 13th Circuit Court, Grand Traverse County.

**Financial Information:**

Total Cost: \$1,946,510.00	General Fund Cost:	Included in budget: <input checked="" type="radio"/> Yes <input type="radio"/> No
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If not included in budget, recommended funding source:

\*\*\*50% Reimbursement through the State of Michigan, Department of Health and Human Services

**This section for Finance Director, Human Resources Director, Civil Counsel, and Administration USE ONLY:**

Reviews:	Signature	Date
Finance Director		
Human Resources Director		
Civil Counsel		
<b>Administration:</b> <input type="checkbox"/> Recommended	Date:	
<b>Miscellaneous:</b>		

**Attachments:**

Attachment Titles:  
2017-2018 Child Care Fund, Grand Traverse County



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 Logged In: Randall, Kris [ Grand Traverse County, 19th Circuit Court, Family Division ]  
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**County Child Care Budget Summary (DHS-2091)**

Original County: Grand Traverse County      Fiscal Year: October 1, 2017 through September 30, 2018      Status: In Progress

**County Child Care Budget Summary (DHS-2091)**

Michigan Department of Health and Human Services (MDHHS)  
 Children's Services Agency  
 Grand Traverse County for October 1, 2017 through September 30, 2018

Organization	Court Contact Person	Telephone Number	Email Address
Grand Traverse County	Kris Randall - CCF Organiz...		krandall@grandtraverse.org
Fiscal Year	MDHHS Contact Person	Telephone Number	Email Address
October 1, 2017 through September 30, 2018	Melinda Gubbins - CCF Org...	(231)342-5191	gubbinsm@michigan.gov

Care Fund	Type Of	Anticipated Expenditures		
		MDHHS	Court	Combined
	<b>I. Child</b>			
A. Family Foster Care		\$0.00	\$120,000.00	\$120,000.00
B. Institutional Care		\$0.00	\$850,000.00	\$850,000.00
C. In-Home Care		\$33,314.50	\$738,195.53	\$771,510.03
D. Independent Living		\$0.00	\$10,000.00	\$10,000.00
<b>E. Subtotals</b>		\$33,314.50	\$1,718,195.53	\$1,751,510.03
F. Revenue		\$0.00	\$180,000.00	\$180,000.00
G. Net Expenditure		\$33,314.50	\$1,538,195.53	\$1,571,510.03

**Cost Sharing Ratios**      County 50% / State 50%

II. Child Care Fund	Court	Combined
Foster Care During Release Appeal Period	\$0.00	\$0.00

**Cost Sharing Ratios**      County 0% / State 100%

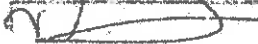
III. Juvenile Justice Services Fund	MDHHS	Court	Combined
Basic Grant	\$0.00	\$0.00	\$0.00

<b>Cost Sharing Ratios</b>	County 0% / State 100% \$15,000.00 Maximum
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<b>IV. Total Expenditure</b>	<b>\$1,571,510.03</b>
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**BUDGET DEVELOPMENT CERTIFICATION**

**THE UNDERSIGNED HAVE PARTICIPATED IN DEVELOPING THE PROGRAM BUDGET PRESENTED ABOVE. We certify that the budget submitted above represents an anticipated gross expenditure for the fiscal year: October 1, 2017 through September 30, 2018; and any requests for reimbursement shall adhere to all state law, administrative rules and child care fund handbook authority.**

Presiding Judge		Date	8/7/17
County Director of MDHHS Signature	<input type="text"/>	Date	<input type="text"/>
Chairperson, Board of Commissioner's Signature	<input type="text"/>	Date	<input type="text"/>
And/Or County Executive Signature	<input type="text"/>	Date	<input type="text"/>

The Michigan Department of Health and Human Services will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, political beliefs or disability. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you are invited to make your needs known to an MDHHS office in your county.

**AUTHORITY:** Act 87, Publication of 1978, as amended.  
**COMPLETION:** Required  
**PENALTY:** State reimbursement will be withheld from local government.

Approval

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08/07/2017

GRAND TRAVERSE COUNTY

2018 BUDGET DETAIL

K

292 CHILD CARE

662 CHILD CARE PROBATE

	2016 ACTUAL REVENUES	2017 BUDGET	2017 YTD REVENUES	2018 REQUESTED	2018 RECOMMEN
401.00 FUND BALANCE FORWARD	.00	.00	.00		
548.00 STATE GRANT WELFARE	682,118.97	759,898.00	171,422.24	875,255.00	
382.00 LOCAL GRANTS	.00	.00	.00		
669.00 RENTS	.00	.00	.00		
686.00 REIMBURSEMENTS	176,650.97	180,000.00	110,587.59	275,000.00	
686.07 STATE WARDS - COURT SHARE	776,262.90	923,602.00	461,801.00	796,255.00	
699.00 TRANSFER IN					
DEPARTMENTAL TOTAL	1,635,032.84	1,863,500.00	743,810.83	1,946,510.00	
GRAND TOTALS	1,635,032.84	1,863,500.00	743,810.83	1,946,510.00	

08/07/2017

GRAND TRAVERSE COUNTY

2018 BUDGET DETAIL

292 CHILD CARE

662 CHILD CARE PROBATE

	2016 ACTUAL EXPENDITURES	2017 BUDGET	2017 YTD EXPENDITURES	2018 REQUESTED	2018 RECOMME
837.01 FOSTER CARE	51,959.47	93,500.00	45,427.91	120,000.00	
837.02 INSTITUTIONAL CARE	932,065.98	800,000.00	345,220.00	850,000.00	
837.03 IN-HOME CARE	485,780.39	765,000.00	228,927.34	771,510.00	
837.04 STATE/COUNTY WARD CHARGEBACKS	165,227.00	197,000.00		195,000.00	
837.08 INDEPENDENT LIVING CONTRACTUAL SERVICES	1,635,032.84	1,863,500.00	2,297.16	10,000.00	
			621,872.41	1,946,510.00	
DEPARTMENTAL TOTAL	1,635,032.84	1,863,500.00	621,872.41	1,946,510.00	
GRAND TOTALS	1,635,032.84	1,863,500.00	621,872.41	1,946,510.00	

RESOLUTION

**XX-2017**

**Child Care Fund, Grand Traverse County 2017-2018**

WHEREAS, The Grand Traverse County Board of Commissioners met on August 16, 2017 in regular session and reviewed request from the Family Division of the Circuit to review and approve the 2017-2018 Child Care Fund Budget; and,

WHEREAS, authorization is requested for the board chair to approve and sign amendments for re-allocation of approved funds in the 2017-2018 Child Care Fund Budget which comply with the policy for allocation of funds for Grand Traverse County but require approval per the policy of the Michigan Department of Health & Human Services; and,

WHEREAS, further authorization is requested to expend funds subsequent to January 1, 2018, which are subject to formal approval and adoption of the 2018 County budget; and,

NOW THEREFORE BE IT RESOLVED THAT THE Grand Traverse County Board of Commissioners hereby approves the Child Care Fund Budget for Grand Traverse County for the period October 1, 2017 through September 30, 2018 and authorize board chair to re-allocate approved child care fund monies for continuation of necessary services in the Family Division of the 13<sup>th</sup> Circuit Court.

APPROVED: August 16, 2017



## Action Request

Meeting Date:	August 16, 2017		
Department:	Administration	Submitted By:	Sarah Adams
Contact E-Mail:	sadams@grandtraverse.org	Contact Telephone:	(231) 922-4622
Agenda Item Title:	HHW Contract Award		
Estimated Time:	0	Laptop Presentation:	<input type="radio"/> Yes <input checked="" type="radio"/> No
	<small>(In minutes)</small>		

**Summary of Request:**

Request for proposals (RFP) for household hazardous waste (HHW) collection services were sought for a 3-year contract. Vendors were notified and the RFP was posted to the County web site and MITN. 2 responses were received. HHW collections are held 5 times per year to allow residents to bring hazardous waste for safe disposal. Proposals were reviewed and evaluated by staff and Iris Waste Diversion Specialists, Grand Traverse County's contractor for recycling education and coordination services. Summary of the evaluation is provided. ERG Environmental Services, the County's current HHW service provider, provided the most cost effective proposal when comparing actual 2016 and 2017 disposal data and has the most preferable disposal methods for waste materials. Grand Traverse County is satisfied with ERG's service. Contract pricing remained consistent from our current contract with only slight changes and will be firm for 3 years.

**Suggested Motion:**

Award a 3-year contract to ERG Environmental Services for household hazardous waste (HHW) collection services from January 1, 2018 to December 31, 2020 with the option to renew the contract for up to 3 additional 1-year periods and authorize the Chair to effectuate the necessary documents.

**Financial Information:**

Total Cost:	General Fund Cost: \$0	Included in budget: <input checked="" type="radio"/> Yes <input type="radio"/> No
-------------	------------------------	---

If not included in budget, recommended funding source:

This section for Finance Director, Human Resources Director, Civil Counsel, and Administration USE ONLY:

Reviews:	Signature	Date
Finance Director		
Human Resources Director		
Civil Counsel		

**Administration:**  Recommended      Date: \_\_\_\_\_

Miscellaneous:

**Attachments:**

Attachment Titles:

Iris GTC HHW RFP 2017 Evaluation\_Recommendation\_Attachments.pdf, Cost Comparison.xlsx



**Grand Traverse County**  
**Request for Proposal to Provide Household Hazardous Waste Collection Services**  
**EVALUATION OF BID RESPONSES AND VENDOR RECOMMENDATION**

The following evaluation was conducted by Iris Waste Diversion Specialists (Iris), the firm contracted to manage the household hazardous waste program for Grand Traverse County. Iris reviewed and evaluated proposals submitted to Grand Traverse County in response to the RFP to **Provide Household Hazardous Waste Collection Services** from January 1, 2018 through December 31, 2020. A vendor recommendation is provided at the end of this document.

**Purpose of HHW Program**

The purpose of the HHW events is to present an opportunity for Grand Traverse County residents and businesses to rid their homes and businesses of dangerous “hard to dispose of” chemical products by providing a safe, convenient, and effective method of disposal to reduce potential sources of pollution of land and water resources.

**Bid Response Summary**

At the close of the RFP deadline at 5:00 pm on Friday, July 21, 2017, proposals were submitted on the government bid/purchasing website Michigan Inter-Governmental Trade Network (MITN) from the following two vendors:

- Drug & Laboratory Disposal Inc. (DLD)
- ERG Environmental Services (ERG)

**RFP Criteria for Selection**

Both bids received were evaluated in a manner appropriate to select a firm for the purpose of entering into an agreement to perform this project. The following factors were considered in the selection: management, tasks/workplan, responsiveness to specifications and bid documentation, licensing, certification, disposal methods, prior experience, personnel, and cost.

Both bidders provided all the required information and documentation.

**Evaluation**

- **Management** – Both DLD and ERG provided adequate event management summaries, specifically identifying key roles and responsibilities on event days. ERG included a description about their post-event evaluations that help to identify difficulties that occurred during the event and review measures to implement for resolving those issues.
- **Tasks/Workplan** – Both DLD and ERG provided thorough and acceptable workplans detailing how they would manage and execute safe, efficient, and successful HHW events for Grand Traverse County.

## Evaluation - Continued

- **Responsiveness to Specifications** – Both DLD and ERG adequately responded to specifications outlined in the RFP and as it relates to their understanding of the problem/situation, work plan submission and 2018 requested event dates.
- **Bid Documentation** – Both DLD and ERG adequately and thoroughly submitted the appropriate, necessary, and requested bid documentation as outlined in the RFP, including but not limited to *Section IV-4 Technical Proposal* which identifies licenses, permits, identification of treatment/disposal facilities, identification of unknowns, flammable bulking procedures, etc.
- **Disposal Methods** – Grand Traverse County is committed to improving public health and safety. Contractors were encouraged to select methods for waste disposal where it is technologically feasible to lessen the potential for negative environmental impact. The following hierarchy is the County's preferred method of managing material collected through the Household Hazardous Waste program:
  1. Reuse (RE)
  2. Recycling (RC)
  3. Fuel blending (FB)
  4. Neutralize/stabilize (NE)
  5. (Destructive) Incineration (DI)
  6. Land disposal (LF)

***Please reference the attached document "GTC HHW RFP 2017 Disposal Option Comparison".***

This document identifies the HHW material by category along with the corresponding disposal option for each of the two vendors, ERG and DLD. In instances where the disposal option differed between ERG and DLD for a specific HHW material, the disposal option was color coded green to identify a more preferred method or red for a least preferred method.

Based on the disposal options hierarchy above, ERG uses a more preferred disposal method for 16 out of 26 hazardous waste materials categories than DLD.

- **Prior Experience** – In each of the bid proposals, the prior experience was reviewed with regard to long-standing and/or successive contracts, references and number of prior events conducted.

DLD has conducted an impressive 2000 events since 1985 including removal of waste from permanent collection facilities. ERG, founded in 1984, has conducted 460 events since 2008, 300 of which have been in the last 5 years. It is noteworthy that ERG identified in their proposal long-standing and/or successive contracts with organizations including the Resource Recovery and Recycling Authority of Southwest Oakland County (RRRASOC), Oakland County and Wayne County.
- **Personnel/Licensing/Certification** – In each of the bid proposals, the personnel information was reviewed with regard to experience, academic credentials, certifications and trainings.

ERG provided an outline of experience, academic credentials, certifications and trainings for 11 core personnel routinely assigned to HHW events as project managers, safety officers and/or sorting chemists.

DLD provided an outline of experience, academic credentials, certifications, and trainings for 5 core personnel that would be involved with providing HHW collection event services to Grand Traverse County.

While the personnel involved with HHW collection events at both ERG and DLD have an impressive amount of experience, the responses revealed ERG's staff ranked higher in terms of academic credentials, certifications, and trainings.

- **Cost – Please reference the attached document “GTC HHW RFP 2017 Bidder Price Comparison”.** A bid price comparison was conducted using 2016 year-end totals and 2017 year-to-date totals which consists of 3 events, March, May, and June. The respective bid prices by material category submitted by each vendor were used to calculate price comparison.

Drug & Laboratory Disposal's bid price is consistent across all material categories at \$0.67/pound with the exception of herbicides and pesticides at \$1.65/pound.

ERG Environmental Services' bid price is consistent across all material categories at \$0.83/pound with the following exceptions:

- Automotive fluids at \$0.24/pound
- Latex paint at \$0.24/pound
- Herbicides and pesticides at \$1.25/pound

The pricing comparison shows disposal costs to be less with ERG's pricing structure offered for both 2016 year-end totals as well as 2017 year-to-date.

**Clean Sweep Pricing** – Grand Traverse County is the fiduciary for the Michigan Department of Agriculture and Rural Development (MDARD) Clean Sweep Grant serving 11 programs in northwest Michigan. The Clean Sweep grant covers disposal of herbicides and pesticides with a maximum reimbursable disposal cost of \$1.65 per pound.

The pricing for Clean Sweep material was evaluated in the cost criteria due to the grant reimbursement parameters set by MDARD. DLD's bid pricing for herbicides and pesticides is \$1.65/pound, the maximum reimbursable disposal cost as determined by MDARD. ERG's bid pricing for this same material is \$1.25/pound.

## Vendor Recommendation

ERG has provided HHW collection event services to Grand Traverse County under contract since 2013 and has adequately met and/or exceeded all the vendor requirements and expectations. ERG has been instrumental in helping contract staff implement procedures that have made HHW events more efficient and accommodating to Grand Traverse County residents and businesses utilizing the events. ERG also routinely includes contract staff in post-event evaluations and discussions to improve the event efficiency and efficacy, as well as the client relationship.

After thorough review of proposals from both ERG Environmental Services and Drug & Laboratory Disposal, Inc. using the evaluation criteria outlined in the section above, it is recommended that Grand Traverse County enter into an agreement with ERG Environmental Services to provide Household Hazardous Waste Collection Services from January 1, 2018 through December 31, 2020.

## Evaluation Criteria Summary

Adequate (+)

Least Advantageous (-)

	Mgt Summary	Work Plan	RFP Specs	Bid Docs	Disposal Method	Experience	Personnel	Pricing	Clean Sweep
DLD	+	+	+	+	-	+	+	-	-
ERG	+	+	+	+	+	+	+	+	+

## GTC HHW RFP 2017 Disposal Option Comparison

ERG	Disposal Options for HHW Material	DLD
NE	Acidic Products	DI
FB	Aerosol Cans	FB/DI
RC	Automotive Fluids	RC/FB/DI
RC	Misc. Batteries	RC
RC	Batteries - Alkaline	RC
RC	Batteries - Nickel Cadmium	RC
RC	Batteries - Lead Acid	RC
RC	Batteries - Lithium	RC
RC	Batteries - Zinc Air	RC
RC	Batteries - Household	RC
NE	Caustic/Basic Products	DI
NE/DI	Expired Medicines	DI
FB	Flammable Liquids	DI/FB
RC	Fluorescent Lamps	RC
NE/DI	Herbicides & Pesticides	DI
RC	Latex Paint	DI
DI	Medical Waste Sharps	DI
RC	Fire Extinguishers	DI
RC/LF	Smoke Detectors	LF
RC	PCB Ballast	DI
RC/DI	PCB Oil	DI
RC	Mercury Devices	RC/DI
FB	Oil Based Paints	FB
RC	Propane/Inert Cylinders	RC/DI
NE/DI	Reactives	DI
NE	Toxic Products	DI

The following hierarchy is the County's preferred method of managing material collected through the Hazardous Household Waste Program (from the most preferred to least preferred, top to bottom)

1	Reuse	RE
2	Recycling	RC
3	Fuel Blending	FB
4	Neutralize/stabilize	NE
5	Incineration	DI
6	Land Disposal	LF

Explanation: In instances where the disposal option differed between ERG and DLD for a particular HHW material, the disposal option was color coded green for a more preferred method or red for a least preferred method.

GTC HHW RFP 2017 Bidder Price Comparison

HHW Material	ERG 2017 Event Totals			DLD 2017 Event Totals			ERG 2016 Event Totals			Pe
	Pounds	Per # Bid Price	Vendor Cost	Pounds	Per # Bid Price	Vendor Cost	Pounds	Per # Bid Price	Vendor Cost	
Acidic Products	1,536	\$0.83	\$1,274.88	1,536	\$0.67	\$1,029.12	1,922	\$0.83	\$1,595.26	1
Aerosol Cans	3,126	\$0.83	\$2,594.58	3,126	\$0.67	\$2,094.42	4,435	\$0.83	\$3,681.05	4
Automotive Fluids	6,671	\$0.24	\$1,601.04	6,671	\$0.67	\$4,469.57	10,385	\$0.24	\$2,492.40	10
Misc. Batteries	0	\$0.83	\$0.00	0	\$0.67	\$0.00	0	\$0.83	\$0.00	
Batteries - Alkaline	2,325	\$0.83	\$1,929.75	2,325	\$0.67	\$1,557.75	6,285	\$0.83	\$5,216.55	6
Batteries - Nickel Cadmium	181	\$0.83	\$150.23	181	\$0.67	\$121.27	480	\$0.83	\$398.40	
Batteries - Lead Acid	258	\$0.83	\$214.14	258	\$0.67	\$172.86	885	\$0.83	\$734.55	
Batteries - Lithium	64	\$0.83	\$53.12	64	\$0.67	\$42.88	213	\$0.83	\$176.79	
Batteries - Zinc Aire	0	\$0.83	\$0.00	0	\$0.67	\$0.00	0	\$0.83	\$0.00	
Batteries - Household	1,899	\$0.83	\$1,576.17	1,899	\$0.67	\$1,272.33	0	\$0.83	\$0.00	
Caustic/Basic Products	1,896	\$0.83	\$1,573.68	1,896	\$0.67	\$1,270.32	2,504	\$0.83	\$2,078.32	2
Expired Medicines	770	\$0.83	\$639.10	770	\$0.67	\$515.90	888	\$0.83	\$737.04	
Flammable Liquids	1,379	\$0.83	\$1,144.57	1,379	\$0.67	\$923.93	1,664	\$0.83	\$1,381.12	1
Fluorescent Lamps	8,183	\$0.83	\$6,791.89	8,183	\$0.67	\$5,482.61	9,529	\$0.83	\$7,909.07	9
Herbicides & Pesticides	5,032	\$1.25	\$6,290.00	5,032	\$1.65	\$8,302.80	5,403	\$1.25	\$6,753.75	5
Latex Paint	31,168	\$0.24	\$7,480.32	31,168	\$0.67	\$20,882.56	46,068	\$0.24	\$11,056.32	4
Medical Waste Sharps	646	\$0.83	\$536.18	646	\$0.67	\$432.82	758	\$0.83	\$629.14	
Fire Extinguishers	379	\$0.83	\$314.57	379	\$0.67	\$253.93	638	\$0.83	\$529.54	
Smoke Detectors	57	\$0.83	\$47.31	57	\$0.67	\$38.19	43	\$0.83	\$35.69	
PCB Ballast	224	\$0.83	\$185.92	224	\$0.67	\$150.08	222	\$0.83	\$184.26	
PCB Oil	0	\$0.83	\$0.00	0	\$0.67	\$0.00	0	\$0.83	\$0.00	
Mercury Devices	76	\$0.83	\$63.08	76	\$0.67	\$50.92	58	\$0.83	\$48.14	
Oil Based Paints	20,253	\$0.83	\$16,809.99	20,253	\$0.67	\$13,569.51	26,858	\$0.83	\$22,292.14	2
Propane/Inert Cylinders	1,397	\$0.83	\$1,159.51	1,397	\$0.67	\$935.99	1,449	\$0.83	\$1,202.67	1
Reactives	19	\$0.83	\$15.77	19	\$0.67	\$12.73	23	\$0.83	\$19.09	
Toxic Products	21,802	\$0.83	\$18,095.66	21,802	\$0.67	\$14,607.34	47,464	\$0.83	\$39,395.12	4
<b>Total</b>	<b>109,341</b>		<b>\$70,541.46</b>	<b>109,341</b>		<b>\$78,189.83</b>	<b>168,174</b>		<b>\$108,546.41</b>	<b>16</b>

RESOLUTION

**xx-2017**

**Household Hazardous Waste (HHW) Contract Award**

WHEREAS, the Grand Traverse County Board of Commissioners met in regular session on August 16, 2017, and reviewed request to award contract to ERG Environmental Service for household hazardous waste collection services; and,

WHEREAS, Requests for proposals (RFPs) for household hazardous waste services were sought for a 3-year contract with vendors being notified and the RFP posted on the County and MITN web sites; and,

WHEREAS, the 2 proposals received were reviewed and evaluated by staff and Iris Waste Diversion Specialists, the County's contractor for recycling education and coordination services, and ERG Environmental Services provided the most cost effective proposal when comparing actual 2016 and 2017 disposal data; and,

WHEREAS, ERG is the County's current HHW Service provider, has the most preferable disposal methods for waste materials and has provided satisfactory service in the past; and,

WHEREAS, contract pricing remained consistent with our current contract with only slight changes and will be firm for three (3) years; and,

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF COMMISSIONERS, THAT ERG Environmental Services be awarded a 3 year contract, January 1, 2018 through December 31, 2020, for providing household hazardous waste services as outlined in their proposal with the option to renew the contract for up to 3 additional 1-year periods and the chair be authorized to effectuate the necessary documents.

APPROVED: August 16, 2017



## Action Request

Meeting Date:	August 16, 2017		
Department:	Administration/BOC	Submitted By:	Chris Cramer
Contact E-Mail:	ccramer@grandtraverse.org	Contact Telephone:	922-4797
Agenda Item Title:	Economic Development Corporation appointments		
Estimated Time:	<input type="text"/>	Laptop Presentation:	<input type="radio"/> Yes <input checked="" type="radio"/> No
	<small>(in minutes)</small>		

**Summary of Request:**

On July 26, 2017, the Board took action to expand the Economic Development Board by adding representation of the City and Cherry Capital Airport Director.

The Composition of the new 11 member board will include: 1 County Commissioner, 1 City Commissioner, the County Administrator (or designee), the City Manager (or designee) and the Cherry Capital Airport Director (or designee). The remaining 6 at large members will include 3 representing and recommended by the City and 3 representing the County. The County Board will be responsible for confirming all appointments.

Currently, the County has 2 County Board members serving on the EDC. The Board Chair shall determine the County Board Representative. The City Commission made a recommendation on August 7th to appoint Richard Lewis as their representative. They also recommended the appointment of Marty Coburn, City Manager.

Please ratify the County Commissioner appointment (through 12-31-19), the City Commission recommendations - Commissioner through 12-31-21 and City Manager through 12-31-23) and appoint Airport Director, Kevin Kline (through 12-31-23). Current EDC members Peter Albers, Jessica Sullivan and Warren Call will be the City Representatives designated as citizens-at-large and Gerald Chefaio, Christian Smith & Michael Naughton will be the designated County Representatives to the member-at-large positions.

**Suggested Motion:**

- 1) Chair to recommend which current County Commissioner will remain on the EDC Board - Cheryl Gore Follette or Sonny Wheelock.
- 2) Board shall appoint Richard Lewis, City Commissioner, Marty Coburn, City Manager, and Kevin Kline, Airport Director to the eleven member EDC Board as restructured on July 26, 2017.

**Financial Information:**

Total Cost:	<input type="text"/>	General Fund Cost:	<input type="text"/>	Included In budget:	<input type="radio"/> Yes <input checked="" type="radio"/> No
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If not included in budget, recommended funding source:

**This section for Finance Director, Human Resources Director, Civil Counsel, and Administration USE ONLY:**

Reviews:	Signature	Date
Finance Director		
Human Resources Director		
Civil Counsel		

**Administration:**  Recommended  Date:

**Miscellaneous:**

**Attachments:**

Attachment Titles:  
EDC Board Appointments and Terms



ECONOMIC DEVELOPMENT CORPORATION

	<u>Original Consecutive Appointment</u>	<u>Expires</u>
Peter Albers (City Citizen)	12-23-09	Exp. 12-31-17
Gerald Chefalo (County Citizen)	12-26-12	Exp. 12-31-18
 (County Commissioner)	1-1-17	Exp. 12-31-19
Tom Menzel (County Administrator*)		Exp. 12-31-20
Christian Smith (County Citizen)	1-1-17	Exp. 12-31-20
Michael Naughton (County Citizen)	1-1-17	Exp. 12-31-21
Richard Lewis (City Commissioner)		Exp. 12-31-21
Jessica Sullivan (City Citizen)	1-1-17	Exp. 12-31-22
Warren Call (City Citizen)	1-1-17	Exp. 12-31-22
Marty Coburn (City Manager*)	8-16-17	Exp. 12-31-23
Kevin Kline (Airport Director*)	8-16-17	Exp. 12-31-23

\*or designee

Restructured:  
Resolution 81-2016, Dated 8-17-16; Motion on July 26, 2017

11 Members

MCLA 125.1604 Six Year Terms

Requires Oath of Office

RESOLUTION

**xx-2017**

**Economic Development Corporation (EDC) Appointments**

WHEREAS, the Grand Traverse County Board of Commissioners met in regular session on August 16, 2017, and reviewed recommendation to fill vacancies on the EDC Board in accordance with the expansion and resign of the board that was approved on July 26, 2017; and,

WHEREAS, The EDC will include representatives from both the City Commission as well as the County Board of Commissioners, the City Manager and County Administrator (or their designees), the Cherry Capital Airport Director (or designee), and three at-large members each representing the City of Traverse City and the County of Grand Traverse; and,

WHEREAS, the Grand Traverse County Commissioners ratify the following recommendations:

- \_\_\_\_\_ serve as the County Commissioner representative for the remainder of the six year term ending 12-31-19;
- Richard Lewis serve as the Traverse City Commission representative for the remainder of the six year term ending 12-31-21;
- Marty Coburn serve as the Traverse City Manager representative for the six year term ending 12-31-23; and,
- Kevin Kline, serve as the representative for Cherry Capital Airport for the six year term ending 12-31-23.

WHEREAS, the Grand Traverse County Commissioners further ratify the current members as representatives of the City of Traverse City – Peter Albers, Jessica Sullivan and Warren Call and representatives of the County – Gerald Chefalo, Christian Smith and Michael Naughton.

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF COMMISSIONERS, THAT the above appointments take effect immediately and hereby identify the current membership of the recently expanded Economic Development Corporation for Grand Traverse County.

Approved: August 16, 2017



# Networks Northwest

Talent / Business / Community

# ANNUAL REPORT

## FY 2016



[networksnorthwest.org](http://networksnorthwest.org)

The four, large scenic photos of Northwest Michigan were taken by Networks Northwest employee, Jason Lome



**To the communities of the Northwest Michigan Region:**

What a year we all had in 2016! We saw continued business growth and diversification, many local efforts to preserve natural resources while promoting recreation, and several small communities working together successfully to keep their villages vital. We saw abundant employment opportunities and rising wages. And mostly, we saw growing evidence of the proactive, creative, and influential activities that have made our region well known around the state.

Every day we experience the interdependent forces among **Talent, Business and Community**. With pride, we note that Northwest Michigan is exemplary in these sectors coming together to solve problems. Our Networks Northwest Regional Prosperity Board is an example of that collaborative, bigger picture approach to community well-being.

Networks Northwest plays an important role in all three of these arenas, sometimes with direct service delivery to a business, individual or community, and sometimes through the convening and facilitation of multiple partners toward a common goal. It's all about our region's economic health and we are committed to providing the leadership and services that assist in these important endeavors.

This report contains a summary of our primary activities during Fiscal Year 2016 which ended September 30, 2016. We hope you find it useful and interesting. Feel free to contact us any time!

Sincerely,



Gary W. Fedus,  
Board Chair



Chris Christensen,  
Chief Elected Official



Elaine Wood,  
Chief Executive Officer





## Michigan Works! Helps Single Mom Find Full-Time Job

Rena Weinert was labeled as "Special Ed" when she was in high school. She has reading and learning difficulties and has never been able to earn her high school diploma. Rena is a single mother of two young children and receives no financial support from her ex-husband. She is frequently frustrated at job sites and has issues maintaining employment. In May of 2015, she came to Northwest Michigan Works! in Cadillac for help. Rena attended employability skills workshops, received assistance with her resume, job search and interview skills, and received help with transportation expenses. She also received intensive counseling and guidance from her PATH worker. With the help from Michigan Works! in April of 2016 Rena was able to find a full-time job with Spectrum Community Services, Inc. caring for Alzheimer and dementia patients.

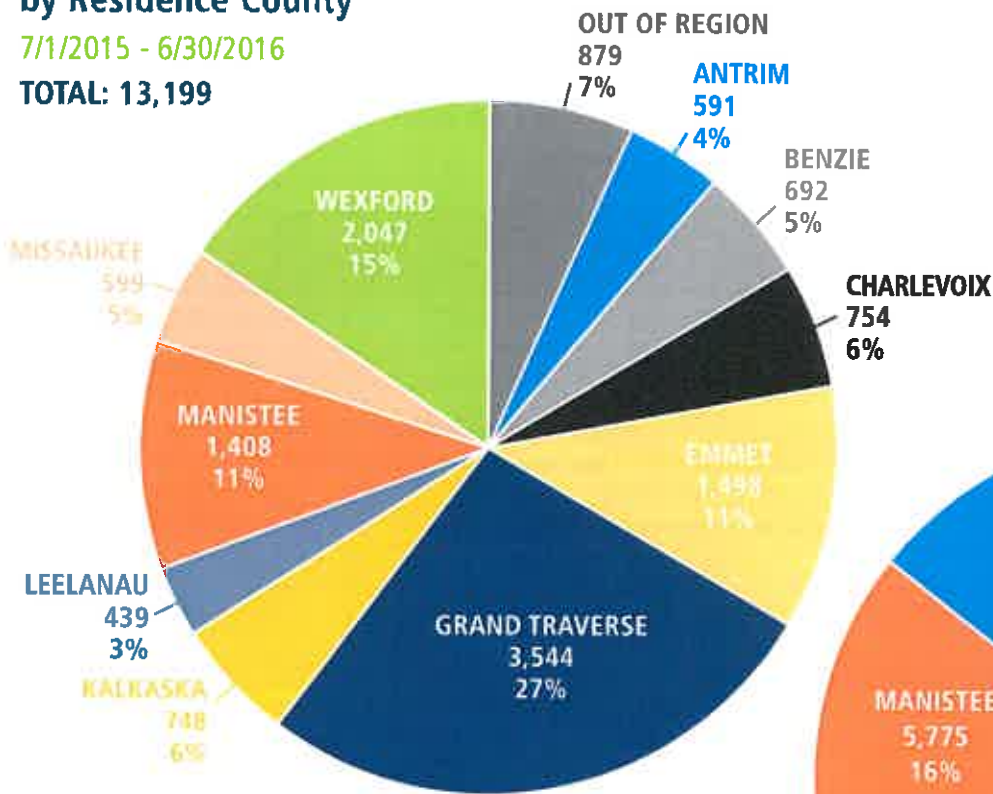
"I'm very thankful to finally have a job I like," said Weinert. "I owe my success to the encouragement and support I received from Northwest Michigan Works!."



## Number of Visitors by Residence County

7/1/2015 - 6/30/2016

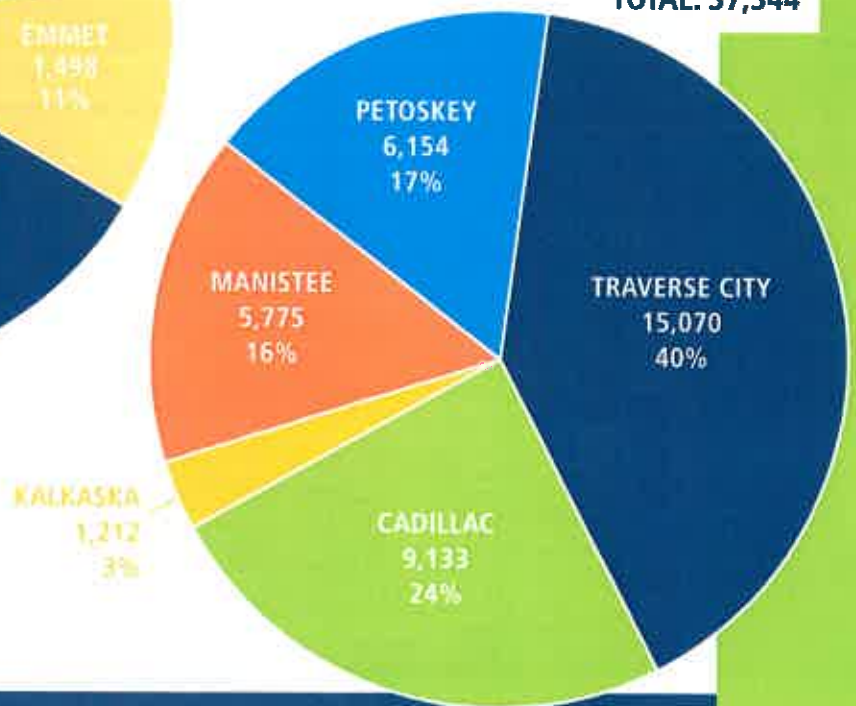
TOTAL: 13,199



## Number of Visits by Center

7/1/2015 - 6/30/2016

TOTAL: 37,344





## Northwest Michigan Works! Helps Job Seeker Find the "Perfect Job"

Kayla Francis was a 19-year-old single mother and college student when she enrolled in the PATH program at Northwest Michigan Works! in August of 2016. Kayla's ultimate employment goal is to own a car dealership, so a job posting for a Caller/Greeter at Northpointe Motors appeared to be a great fit for her. The staff at Michigan Works! helped Kayla create a targeted resume and cover letter and apply for the job, and after an interview she was hired. The on-the-job training program offered through Michigan Works! covered Kayla's wages for four weeks while she was being trained for the new job. Michigan Works! also provided Kayla with gas cards to defray her transportation costs and helped her purchase some professional clothing to expand her wardrobe for work.

"I had never filled out a resume before or looked for a job other than in the serving business," said Francis. "When I went to Michigan Works! they helped me not only fill out the application and make my resume, but they helped me find the perfect job at Northpointe Motors. This is not just a job. This is building my future for the career I want to begin."



### Performance Data for Past Full Year:

**Workforce Investment Act (WIA), 7/1/2015 - 6/30/2016**

**Wagner Peyser Act Employment Services (ES), 7/1/2015 - 6/30/2016**

**PATH, 10/1/15 – 9/30/16**

Performance Standards		Performance Standard/Goal	Northwest Performance: Actual Performance and % of Goal Achieved
Customer Satisfaction	Program Participants	93%	99% - 106% of goal
	Employers	86%	88% - 102% of goal
Entered Employment Rate	Adults (WIA)	90%	100% - 111% of goal
	Dislocated Workers (WIA)	95%	99% - 104% of goal
	Older Youth (WIA)	84%	100% - 119% of goal
	Employment Services (ES)	54%	58% - 108% of goal
Retention Rate	Adults (WIA)	92%	90% - 98% of goal
	Dislocated Workers (WIA)	92%	96% - 104% of goal
	Older Youth (WIA)	90%	100% - 111% of goal
	Younger Youth (WIA)	86%	96% - 111% of goal
	Employment Services (ES)	79%	85% - 108% of goal
6-Month Avg. Earnings	Adults (WIA)	\$15,200	\$13,359 - 88% of goal
	Dislocated Workers (WIA)	\$14,000	\$16,670 - 119% of goal
	Employment Services (ES)	\$13,800	\$14,226 - 103% of goal
Credential/Diploma Rate	Adults (WIA)	81%	91% - 112% of goal
	Dislocated Workers (WIA)	83%	95% - 115% of goal
	Older Youth (WIA)	80%	80% - 100% of goal
	Younger Youth (WIA)	91%	92% - 101% of goal
Skill Attainment Rate	Younger Youth (WIA)	96%	100% - 104% of goal
Met Participation Requirements	Adults, Cash Assistance Recipients (PATH)	50%	73% - 146% of goal

Overall: Met or Exceeded All Performance Standards\*

\*Federal definitions: Did not meet = < 80% of performance standard / Met = 80-99% of performance standard / Exceeded = 100% or greater of performance standard





## Local Businesses Receive Statewide Recognition for Talent Development

MR Products in Copemish and Sleeping Bear Apiaries in Beulah have received Michigan Works! Association Impact Awards for their leadership in providing local employment and training opportunities. Networks Northwest and Northwest Michigan Works! nominated the businesses for the awards after each of them used a variety of programs offered through Michigan Works! to hire and train employees.

MR Products is a family-owned manufacturer of plastic chain. Michigan Works! assisted the company with Skilled Trades Training Fund applications, employee wellness development projects, and on-the-job training contracts. The training included employee Carol Mathias who was also recognized at the Impact Awards event.

"Since 2009, we have more than doubled the number of employees here in Copemish, and we consider Michigan Works! to be an invaluable partner contributing to our future growth," said MR Products President, Maree Mulvoy.

Sleeping Bear Apiaries is the parent company of St. Ambrose Cellars and Sleeping Bear Farms.

Michigan Works! helped the company develop a Winemaker Apprentice program. The company also received a Skilled Trades Training Fund grant, and training assistance for employees including Susan Kile who was recognized along with the company.

"The support has provided the increased workforce and skill set needed to meet the demand of our continued growth," said Sleeping Bear owner, Kirk Jones. "We are forever grateful for all of the support we have received from Northwest Michigan Works!."



Above: MR Products Maree Mulvoy and Carol Mathias.



Above: Sleeping Bear Apiaries Susan Kile and Kirk Jones.

## Talent / Business / Community

### Michigan Works! Helps Job Seeker Overcome Challenges and Start New Career

Heather Woods entered the PATH program at Northwest Michigan Works! after she and her family moved back to Michigan from Florida due to income problems and a death in the family.

When she came to Michigan Works! Heather's husband was disabled, she had a five-year-old child, and was expecting her second child.

Heather was hired at LOVE, INC (Love in the Name of Christ) in Manistee. She was eligible for the on-the-job training program offered through Michigan Works! which paid for part of her wages while she learned the new job. Michigan Works! also assisted her with funds for work clothes and gas cards for transportation as she made the transition into her new position.

"If it was not for meeting Mary Szwed, my Michigan Works! Career Advisor, I really don't know where I would be," said Heather. "She has believed in me since day one. She is an absolutely amazing person. She goes way above and beyond her job title. Without her support and encouragement I know there is no way I could have made it through some of the darkest times of my life. I am truly grateful for Michigan Works!."



OCCUPATIONAL AREA	# TRAINED
AGRICULTURE	12
BOOKKEEPING/ACCOUNTING	5
BUSINESS/ADMINISTRATIVE	27
CONSTRUCTION	68
COSMETOLOGY	1
CUSTOMER SERVICE	4
ENERGY	2
ENGINEERING	19
HEALTHCARE	194
INFORMATION TECHNOLOGY	28
MANUFACTURING	981
REMEDIAL	7
SALES/MANAGEMENT	5
SECURITY/LAW ENFORCEMENT	1
TRUCK DRIVING	31
WELDING	6

**TOTAL  
1,391**

## Northwest Michigan Works! Occupational Training Provided

In response to employers' needs, we provided training to 1,391 people.

In all cases, the training was tied to employment.






Nearly all training involves a combination of classroom work and on-the-job learning.

We utilized all our various funding sources to pay for the training, depending on each participant's eligibility. This included WIOA Adult, WIOA Dislocated Worker, Trade Act, Skilled Trades Training Fund (STTF), Offender Success, and PATH.



[networksnorthwest.org](http://networksnorthwest.org)

## Special Activities for Veterans

-  Launched a Veterans Facebook page related to employment and other services for vets.
-  Participated in the Veterans Expo in the Cadillac Armory, focusing on veteran employment opportunities.
-  Undertook the responsibility of "employment relations lead" for the regional Veterans Community Action Team.
-  Took on the position of co-chair for the Jobs and Education committee for Project Cherry Tree, a local non-profit that advocates for veterans' services related to housing, health care, employment and education.
-  Opened a unique Veterans Resource Area in the Traverse City Michigan Works! Center. The grand opening was attended by 200 people and 12 veterans' service providers. The event included local military representation, therapy animal demonstrations, and a VFW flag ceremony.



Facebook proves to be a great communication avenue for Veterans employment services.



Celebrating the opening of our new Veterans Resource Area at the Traverse City Michigan Works! Center.





## JOBS *for* MICHIGAN'S GRADUATES

### JMG's Vision:

That every young adult is Educated, Employed, and Career Bound.

### JMG's Mission:

To equip young adults with the skills to overcome barriers and win in Education, Employment, and as Citizens.

### All JMG students receive:

- Barrier removal and drop-out prevention
- One-on-one employability coaching
- Student-led leadership development
- Community service projects
- Adult mentoring
- Work experience
- College preparation and transition
- 12 months of follow-up services

### Highlights of the year:

- Northwest Michigan Works! entered into formal partnerships with three Intermediate School Districts for delivery of the JMG program, and enrolled 196 students. Our program is one of 55 across the state, with a high school graduation rate of 98%.
- Our program received the national Jobs for America's Graduates (JMG) "5 of 5 Award" for meeting or exceeding national standards in five categories measuring student success.
- At the Wexford-Missaukee Career Tech Center, the students were from the Agriscience and Natural Resources program, and the Hospitality, Retailing and Entrepreneurship program.
- At the Traverse Bay Area Career Tech Center, the students were from the Automotive Technology program.
- At the Char Em Career Tech System, the students were from the Welding program at both Pellston High School and East Jordan High School. Others were from the Crooked Tree Alternative High School.
- Students participated in 13 company tours to learn about career options.



Northwest Michigan Works! JMG Specialist, Dana Venhuizen (6th from left), accepts the 5-of-5 Award at the JAG National Training Seminar.



Two students in the Jobs for Michigan's Graduates (JMG) program coordinated by Northwest Michigan Works! attended the Jobs for America's Graduates (JAG) National Student Leadership Academy November 10-12 in Washington D.C. Clara Clark (third from left), a senior in the Wexford-Missaukee Career Tech Center Hospitality, Retailing, and Entrepreneurship program, and Ryan Memberto (second from left), a senior in the Traverse Bay Area Career Tech Center Automotive Technology program, attended the event which attracted nearly 700 students from around the country.



## Offender Success Program

We served 242 individuals during FY16 who were paroled from state prison to their home communities within our region, after serving their sentences. Parolees are assigned to the program by the Parole Board or by the local Parole Supervisor.



### The program's goals are:

- Increased community safety
- Reduced recidivism
- Increased economic productivity
- Reduced costs to taxpayers

### Residential Stability

**126 received Residential Stability services.**

- Temporary housing assistance, in the form of rent subsidies for parolees that would otherwise be homeless.
- 56% of the annual program budget was spent on Residential Stability.
- 64% resulted in a successful outcome, meaning they secured stable, unsubsidized housing.

### Social Support

**147 received Social Support services.**

- Provides assistance with obtaining basic needs such as identification, clothing, and bus passes.
- 5% of the annual program budget was spent on Social Supports.

### Health & Behavioral Health

**43 received Health and Behavioral Health services.**

- Provides assistance with addressing mental health and/or behavioral health issues impacting successfully re-entry, such as batterer intervention services and individual mental health counseling.
- 4% of the annual program budget was spent on Health and Behavioral Health services.

### Employment Readiness

**56 received Employment Readiness services.**

- Individual employment-based case management, focused on employability skills and transitioning into the workforce successfully.
- Provides temporary work experience for some participants by offering incentives for employers in the form of wage subsidies.
- 93% of temporary work experience contracts resulted in unsubsidized employment for the ex-offender.
- Average wage for unsubsidized employment was \$10.12 an hour.
- Provides assistance with necessary work supplies, such as work tools, specialized clothing, testing fees, etc.
- Resulted in a 81% unsubsidized employment rate (compared to 25% statewide employment rate for all former inmates).

Here is a listing, by sector, of the different types of jobs parolees obtained in FY16:

#### Manufacturing

- Assemblers
- Machinists
- Press machine operators
- Laborer

#### Energy, Transportation, & Construction

- Truck drivers
- Skilled trades (carpentry)
- Construction laborer
- HVAC technicians
- Auto service technicians

#### Hospitality

- Cooks & food prep workers
- Servers
- Restaurant manager
- Landscaping
- Housekeeping

**78%**  
DECREASE IN  
RECIDIVISM

**310%**  
RETURN ON  
INVESTMENT

Statewide recidivism percentage for all parolees is 29.8% (nearly 1 in 3), down from over 50% before this program was started 10 years ago. Northwest MI tracks its own recidivism percentage for parolees who are assigned to our program, and had a 11% recidivism rate at year-end FY 2015, reflecting a 78% decrease in recidivism from the original State average. The Offender Success Program in Northwest Michigan has a 310% Return on Investment in the first year alone following an ex-offender's parole.



## Adult Education

### Main service used:

- Adult Basic Education 145
- English as a Second Language 31
- GED Preparation 304
- High School Diploma 139
- Workplace Literacy 37



### Student ages:

- 16-18 104
- 19-24 213
- 25-44 225
- 45-59 92
- 60+ 22



Adult Education graduation ceremony, May 2016.

### Five Learning Labs continue to operate in the Michigan Works! Service Centers in:

- Petoskey
- Kalkaska
- Cadillac
- Manistee
- Traverse City



Diplomas and GEDs are conferred by our adult education partner, Traverse Bay Area Intermediate School District.

### Satellite sites operate in 3 locations through collaboration with local organizations, at:

- Benzie Area Christian Neighbors Center
- Northwestern Michigan College
- Ellsworth Moms and Tots Center



Students utilizing the distance learning options continue to grow. In FY16, 64 participants were served through this educational delivery system. In an effort to eliminate barriers to education, 30 Chromebooks were purchased to lend out to students so that they can study at home.



The Grand Traverse Area Literacy Council began operating as a program of Northwest Michigan Works! in partnership with our Adult Education Learning Labs. These joint efforts and resources of are now being used collaboratively.





## Special Activities to Help Companies Find the People They Need

- 1) Hosted 80 "Employer of the Day" events at our Michigan Works! Centers.
- 2) Sponsored the networking event Rise Up! Cadillac that brought over 85 local business people together.
- 3) Collaborated with Michigan trade unions (sheet metal, electrical, plumber/pipefitter, heavy equipment operators) to hold a Skilled Trades Hiring Event.
- 4) Conducted five targeted job fairs which included 216 companies and were attended by over 600 job seekers.
- 5) Conducted special outreach efforts in Kalkaska, Boyne City, Northport, and Petoskey to find people to connect with job opportunities.



Avon Automotive captures job applicants on-site at the Cadillac Michigan Works! Center.



216 companies and over 600 job seekers utilized our job fair.

[networksnorthwest.org](http://networksnorthwest.org)



Dislocated workers from Pugsley Correctional Facility receiving career counseling from NW Michigan Works! staff in Kingsley.



On-site job fair at Antolin Corp. for dislocated workers in Benzie County.

## Special Activities in Response to Business Closings

- 1) In response to the closing of the Pugsley Correctional Facility and subsequent job loss at the Oaks Correctional Facility, applied for and received a fully funded State Adjustment Grant for \$420,000. Conducted an aggressive and innovative outreach program that utilized the Michigan Works! Mobile One Stop Center and on-site registrations. Served over 200 customers providing a variety of supportive, relocation, training, and employment services.
- 2) Provided rapid response services during local Antolin plant closure in Benzie County. Assisted 141 employees. Collaborated with Antolin and 26 local employers for an on-site job fair for displaced employees.
- 3) Assisted Oleson's and its employees during store closure in Manistee. Career Facilitator staff met with displaced employees on three separate occasions leading up to the store closure, and followed up with an organized event at the Manistee Michigan Works! Center for those employees that did not find immediate employment.





## Skilled Trades Training Fund

Our region has 3.7% of the state's businesses and contributes 2.5% of the state's GDP. However, we had 9.5% of all the companies in Michigan that received STTF grants, representing 9.6% of all the STTF funds that were given out in FY16.

### Northwest MI - FY16 STTF Awards

County of the Business	# Awards	\$ Amount Awarded	# of Employees Receiving Training	# of New Hires
Antrim	1	\$17,600.00	41	0
Benzie	1	\$18,489.00	10	5
Charlevoix	4	\$160,010.00	61	32
Emmet	2	\$38,890.00	80	4
Grand Traverse	17	\$382,988.00	274	1
Kalkaska	2	\$141,108.00	128	8
Manistee	1	\$28,890.00	22	1
Wexford	9	\$495,850.00	563	59
<b>Region 2 Totals</b>	<b>37</b>	<b>\$1,283,825.00</b>	<b>1179</b>	<b>110</b>

### Michigan Works! Business Services Unique Companies Served by County, by Industry

Industry (NAICS Code)	Ant.	Ben.	Char.	Em.	G.T.	Kal.	Lee.	Man.	Mis.	Wex.	Out of Region	Grand Total
11 Agriculture, Forestry, Fishing	4		2	2	9	1	4	2	4	6	1	35
21 Mining, Oil and Gas Extraction		1			2	2	1			1		7
22 Utilities			1		4				1	3		9
23 Construction	4	1	2	8	26	1	7	2	4	4	3	62
31-33 Manufacturing	11	3	25	15	64	5	10	10	4	23	6	176
42 Wholesale Trade	1		2		14				1	1	1	20
44-45 Retail Trade	3	1	6	12	53	2	9	10	4	61	4	165
48-49 Transportation and Warehousing			3	2	11		1		1	6	2	26
51 Information				1	9		1	1		5		17
52 Finance and Insurance	3	2			10			1		11	1	28
53 Real Estate and Rental and Leasing		2		2	2		1	1		2		10
54 Professional, Tech Services	1	2	5	2	41	3	3	1		18		76
55 Management of Companies				1	3							4
56 Admin, Support, Waste Management		2		1	8	1	1			2		15
61 Educational Services			1		9		4	1		5	1	21
62 Health Care and Social Assistance	3	1	7	8	34	2	4	5	5	24	2	95
71 Arts, Entertainment, and Recreation	1	1	1	3	7		2	1		2		18
72 Accommodation and Food Services	1	4	4	12	26		10	7	4	16	2	86
81 Other Services	2	4	1	3	36	1	3	2	2	6	2	62
92 Public Administration	1		1		12	1	3	2	2	8		30
<b>TOTAL</b>	<b>35</b>	<b>24</b>	<b>61</b>	<b>72</b>	<b>380</b>	<b>19</b>	<b>64</b>	<b>46</b>	<b>32</b>	<b>204</b>	<b>25</b>	<b>962</b>





## NEWTON'S ROAD

### MISSION OF NEWTON'S ROAD

Provide exposure to STEM-related careers and hands-on STEM learning activities for students.

Promote and build the workforce pipeline for economic vitality in sectors requiring STEM proficiencies.

### STUDENTS

Exposures Through Presentations/Events: **418 STUDENTS**

Classroom Exposure: **1144 STUDENTS**

Number of 3-D Printers in Classrooms: **40**

Number of Teachers: **38 INVOLVED**

### SCHOOLS SERVED: 21

- Kalkaska Middle School
- Elk Rapids Cherryland Middle School
- Glen Lake Schools
- Benzie Central High School
- Bellaire Schools
- Grand Traverse Academy
- Mancelona Schools
- Pathfinder School
- TBAISD Career Tech Center
- TCAPS Eastern Elementary
- TCAPS Cherry Knoll Elementary
- TCAPS Willow Hill Elementary
- TCAPS Silver Lake Elementary
- TCAPS Central Grade School
- TCAPS Blair Elementary
- TCAPS Long Lake Elementary
- TCAPS Westwoods Elementary
- TCAPS West Middle School
- TCAPS East Middle School
- TCAPS Central High School
- TCAPS West Senior High

### COUNTIES SERVED TO DATE:

- Benzie
- Leelanau
- Grand Traverse
- Kalkaska
- Antrim

Images of Newton's Road in Action below





## Small Business Development Center (SBDC) 2016

### REGIONAL ECONOMIC IMPACT

The SBDC provides a variety of business consulting, training, and research services to both start-ups and growth companies.

**1,528**  
HOURS OF  
COUNSELING

**52**  
JOBS  
RETAINED

**21**  
NEW BUSINESS  
START-UPS

**130**  
NEW JOBS  
CREATED

LOCATION OF BUSINESSES	% TOTAL COMPANIES SERVED
ANTRIM	6%
BENZIE	5%
CHARLEVOIX	5%
EMMET	7%
GRAND TRAVERSE	42%
KALKASKA	3%
LEELANAU	9%
MANISTEE	9%
MISSAUKEE	3%
WEXFORD	10%
OTHER	<1%
<b>TOTAL COMPANIES SERVED</b>	<b>224</b>

### TRAININGS

277 people attended 29 in-person regional trainings that included:

- Starting a Business Workshops
- Know Your Numbers
- How to Buy or Sell a Business

19 individuals and business owners from the northwest region participated in 22 online webinars – these trainings included topics such as Social Media 101, Crowdfunding, Entrepreneurial Operating System (EOS) Series, Cyber-security, Get Your Business Online with Google, Getting Started with QuickBooks, What's Hot in Hiring, Starting a Business, Business Planning, and more.

Participated in other special trainings with partnering organizations:

- USDA Value-Added Producer Grant Information Session
- SBA's AARP Encore Entrepreneur
- ASID Annual Meeting

**\$5,876,203**  
NEW CAPITAL  
INVESTED

**\$5,029,061**  
ANNUAL SALES  
GROWTH

THANK YOU  
to our contributing  
partners!



### Regional SBDC Business of the Year

Kris Rockwood began her relationship with SBDC in late 2013 after she moved back to Traverse City with the interest in starting or purchasing an existing business. In early 2014 Kris focused her efforts on launching a small product line of cold-pressed juices by renting kitchen space from another local food producer. SBDC assisted Kris in developing her business plan, connecting with resources, and working through start up challenges. Kris began test marketing her products by selling at farmers markets throughout the region. After experiencing increased customer demand and sales growth, Kris recognized the need for her own production and retail space. In 2015, Kris purchased and relocated the business to her existing location. She continues to sell her products through farmers markets as well, especially to test market new products. Kris has added smoothies, salads, and other local healthy products to her offerings. Press on Juice continues to work with SBDC as her business grows and she strategizes for the future. <sup>135</sup>







FY 2016  
Northwest Michigan Procurement  
Technical Assistance Center



**2 OFFICES,  
SERVING 25 COUNTIES**  
in the Northwestern Lower Peninsula  
& the Entire Upper Peninsula.



**\$165.6 MILLION**  
Client Federal,  
State & Local Contract Award Dollars



**828 JOBS**  
Created or Sustained from  
Client Contract Award Dollars  
\$200,000 in Contract Awards Equates to 1 Job



**\$435 : \$1**  
Client Contract Award  
Dollars for Every Dollar of PTAC  
Program Funding

The mission of the Procurement Technical Assistance Center (PTAC) is to enhance national defense and the economic development of the State of Michigan by helping area businesses secure local, state and federal government contracts.





## Global Trade Alliance



### Our team at the UK-Ireland Trade Mission

Left to right: Jeanne Broad (Director of the MEDC International Trade Management); Tonya McNeal-Weary (Managing Director for IBS Global Consulting, Inc.); Tony Edwards (Director of Sales for Fluxtrol Inc.); Michigan's Lt. Governor Brian Calley; Scott Gest (Networks Northwest Research Analyst); Chris Bosio (MEDC & Networks Northwest International Trade Manager).



Michigan's group at the Arab Health Trade Mission, including Chris Bosio, International Trade Manager for the Global Trade Alliance of Northern Michigan (far right).



Versus Technologies of Traverse City, booth at the Arab Health Trade Mission.



## GLOBAL TRADE ALLIANCE

of Northern Michigan

### NORTHERN MICHIGAN GLOBAL TRADE ALLIANCE (GTA) 2016 DATA

REGION	# COUNSELED
REGION 1 (UPPER PENINSULA)	44
REGION 2 (NORTHWEST MI)	73
REGION 3 (NORTHEAST MI)	7
<b>TOTAL</b>	<b>124</b>

\*The 124 companies received \$325,513 in direct state and federal financial assistance.

**DIRECT EXPORTING ASSISTANCE\***  
**\$325,513**

### REGION 2 BUSINESSES COUNSELED BY COUNTY

LOCATION OF BUSINESSES	# COUNSELED
ANTRIM	3
BENZIE	3
CHARLEVOIX	8
EMMET	4
GRAND TRAVERSE	41
KALKASKA	1
LEELANAU	6
MANISTEE	2
MISSAUKEE	1
WEXFORD	4
<b>TOTAL</b>	<b>73</b>

**FY16 EXPORT SALES RESULTS**  
**\$68,009,452**



### Transportation Activities

#### Tunnel of Trees Scenic Heritage Routes

Provided support to 4 local heritage route committees:



#### Asset Management

Provided an assessment and report on road conditions in 10 counties, with extensive data and maps.



#### TTCI (Traverse Transportation Coordinating Initiative)

Provided committee support for transportation stakeholders in the urbanized Traverse City area.

#### Rural Task Force

Conducted regional meetings of stakeholders to determine road funding and improvements.







## Community Planning, Development, and Technical Assistance

- Kalkaska Master/Rec/Library Plan - Five Interconnected Community Plans
- Mancelona Master/Rec Plan - Joint Twp/Village Master/Rec Plan
- Empire Master/Rec Plan - Village Master Plan and Rec Plan
- Benzie County - Master Plan & Recreation Plan
- City of Charlevoix - Staff Support to Charlevoix City Planning Commission and Council
- Village of Northport – Updated Master Plan
- Updated 10 County Guides to Permitting and Zoning
- Conducted a Feasibility Study and Began Implementation for a Regional Housing Partnership to Assist Communities and Developers
- Framework for Our Future – Researched, Coordinated and Developed a New Regional Prosperity Plan Chapter for Community Health, Safety, and Welfare Resources to Identify Linkages Between Community Development and Social Needs/Issues
- US-131 Economic Development Plan – On-going Leadership, Group Convening, Support, and Educational Series for Implementation of the Plan
- Held a Regional Housing Summit



Regional Housing Summit.



"Benzie County has a long-standing relationship with Networks Northwest utilizing their expertise to provide needed services to County residents. Most recently Networks Northwest assisted Benzie County on the completion of our Park and Recreation Master Plan and the County Master Plan. The completion of these two documents are essential to help plot Benzie's future. Whether it is through planning, economic development or simply assisting Benzie County take advantage of amazing natural resources, Networks Northwest is there to help us implement our goals."

-Mitchell D. Deisch, Benzie County Administrator



"Elise, Sarah and Elizabeth of Networks Northwest really made the Speak-Up Kalkaska event successful, and we look forward to our continued partnership in completing the cooperative Master Plan process."

- Cash Cook, Kalkaska DDA Director



## Recreation

- Betsie River – Water Trail Plan
- Kalkaska County & Village Of Kalkaska – Joint County & Village Recreation Plan
- Mancelona – Joint Township And Village Recreation Plan
- Village Of Ellsworth – Recreation Plan
- Upnorthtrails.org – Trail Directory Updates (Image Below)



Find your Trail

About

Trail Events

Other Tours and Trails



Explore **MORE THAN 5,300 miles** of Northern Michigan Trails  
Metaculus and Don MacIsaac



### Try the Lake Michigan Water Trails



1. Leelanau Frontiers Trail  
The water trail covers Adreus County and the southern half of Benzie County
2. Frankfort Empire Trail
3. Sleeping Bear Trail
4. Leelanau Trail
5. West Grand Traverse Bay Trail
6. East Grand Traverse Bay Trail
7. Little Traverse Bay Trail
8. Crooked Tree Trail
9. Wilderness State Park and Mackinaw City Trail

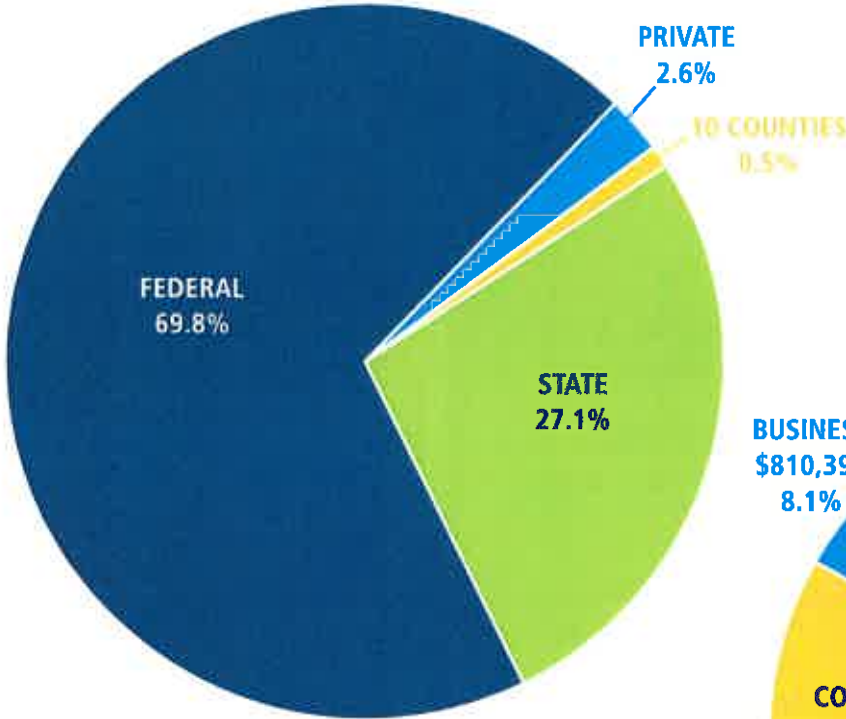
## Network Support

- Regional Planners' Review & Advisory Committee – Quarterly Educational Events & Meetings
- Regional Arts & Culture Network – Staff & Organizational Support
- Regional Housing Solutions Network – Staff & Organizational Support; Monthly Educational Series
- Regional Food & Farming Network – 10 Cents A Meal Program – Reporting & Administration for School Lunch Program Promoting use of Local Foods
- Regional Solid Waste Advisory Council – Reporting/Admin for School Lunch Program
- Northern MI Health Coalition – Staff & Organizational Support

Both of our legal entities, Networks Northwest and Northwest Michigan Works!, Inc. received FY16 audits that contained no findings of any kind.

### Revenue by Source

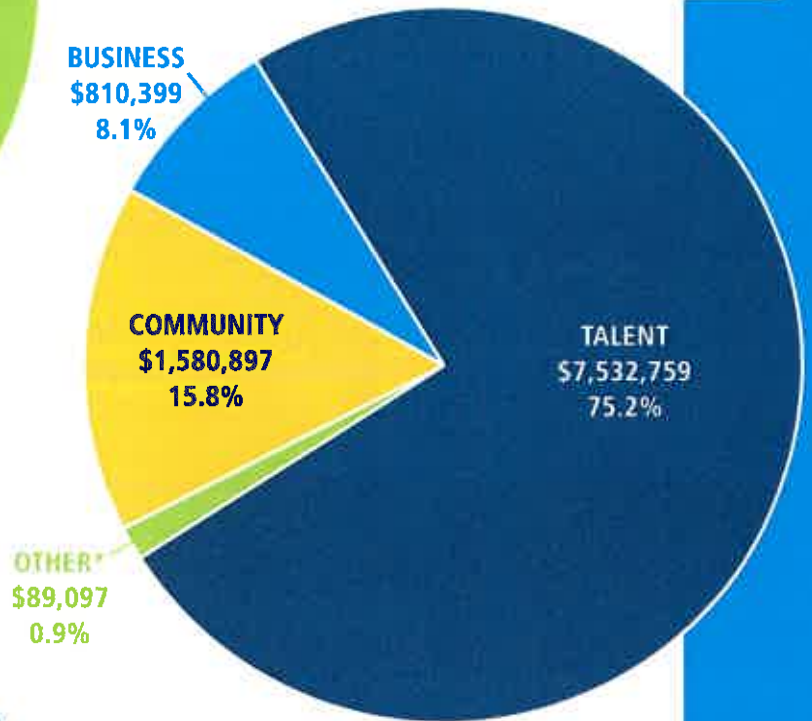
FY 2016, ending 9/30/2016



### Expenditures by Service Category

FY 2016, ending 9/30/2016

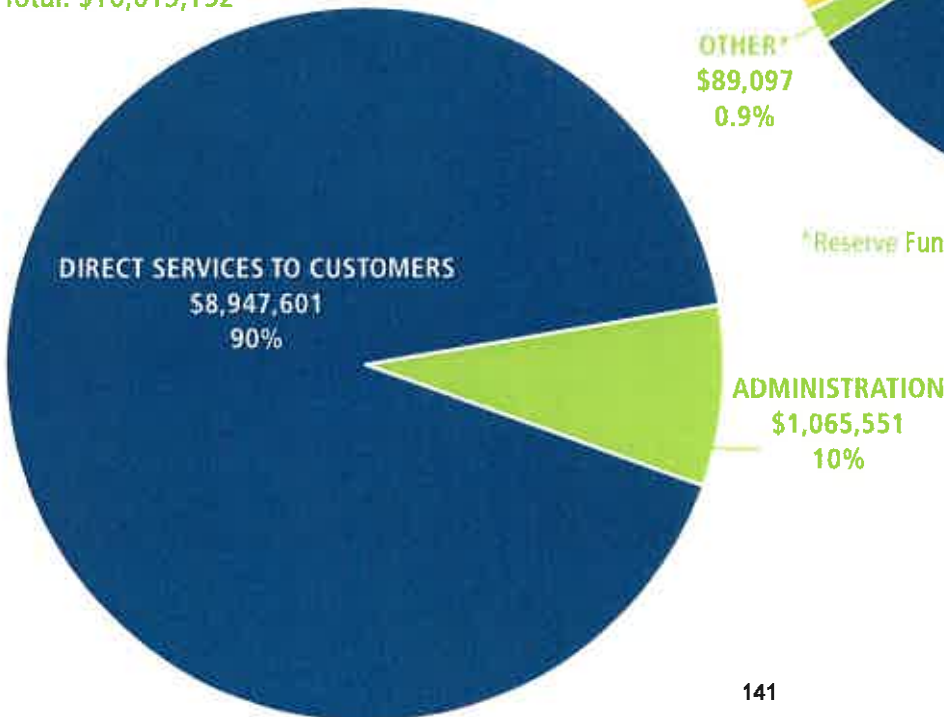
Total: \$10,013,152



### Expenditures by Function

FY 2016, ending 9/30/2016

Total: \$10,013,152



\* Reserve Fund; Leave Fund; Pass-Through Funds



# NETWORKS NORTHWEST

## Regional Prosperity Board Members in FY16

### PUBLIC SECTOR

**Mike Crawford, Antrim County**  
Commissioner

**Coury Carland, Benzie County**  
Commissioner

**Chris Christensen, Charlevoix County**  
Commissioner

**Jim Tamlyn, Emmet County** Commissioner

**Stuart McKinnon, Kalkaska County**  
Commissioner

**Christine Maxbauer, Grand Traverse**  
County Commissioner

**Ty Wessell, Leelanau County**  
Commissioner

**Richard Schmidt, Manistee County**  
Commissioner

**Pam Niebrzydowski, Missaukee County**  
Commissioner

**Lies Housler, Wexford County**  
Commissioner

**Michael Cain, Manager, City of Boyne**  
City

**Josh Mills, Manager, City of Frankfort**

**Barb VonVoightlander, Manager, Village**  
of Northport

**Jan Bassett, Director, DDA, Elk Rapids**

**Doug Mansfield, MI Township Association**

**Alan Cooper, Manager, Wexford County**  
Road Commission

**Jim Cook, Manager, Grand Traverse**  
County Road Commission

**Bill Kennis, Executive Director, Benzie**  
Transportation Authority

### PRIVATE SECTOR

**Jim Barnard, Owner, Barnard Engineering, Bellaire**

**Paul Hresko, Human Resources Director, Armor Express,**  
Central Lake

**Betty Workman, Owner, Vacation Trailer Park & Sales,**  
Benzonia

**Art Jeannot, Owner, Jeannot Development Company, Beulah**

**Joe Moch, CEO, Acat Global, Charlevoix**

**Amanda Haworth, HR Director, Boyne Resorts, Boyne City**

**Gene Kaminski, VP for HR, McLaren Northern Michigan**  
Hospital, Petoskey

**Gary Fedus, President & CEO, Mitchell Graphics, Petoskey**  
& Traverse City

**Sue Peters, VP for HR, Munson Healthcare System, Traverse City**

**Ken Osborne, Vice President, Borde Engineered Abrasives,**  
Traverse City

**Tracey Peal, Vice President, Hague Equipment, Kalkaska**

**Joe Williams, Owner, President, Williams Pumping Service,**  
Lake Leelanau

**Kelli Stepka, HR Manager, Cherry Republic, Glen Arbor**

**Doug Parkes, Co-Owner, Kellie's Hallmark Shop, Manistee**

**Kim Weckesser, Director of HR, West Shore Medical Center,**  
Manistee

**Tom Vine, Plant Manager, Viking Energy, McBain**

**Ken Bollman, President, Sabre Tool, Cadillac**

**Leslie Nowlin, HR Director, Rec Board Holdings, Cadillac**

**Mike Powers, Energy Solutions Consultant, Keene Technical**  
Solutions, Regional

**Bill Tencza, President of Cadillac Chamber of Commerce,**  
Northern MI Chamber Alliance, Regional

**Doug Luciani, President of TC Area Chamber of Commerce,**  
Northern MI Chamber Alliance, Regional

**Chris Warren, General Manager, Midwestern Broadcasting**  
Company, Regional

**Deborah Fellows, Owner, My North Media, Regional**

**Tom Johnson, Partner, Landmark Development, Regional**

**Nicole Sulak, CPA, Munson Healthcare, Regional**

**Mike Ascione, CEO, American Waste, Regional**

**Jamie Al-Shama, Bay Construction, Regional**

**Beth Holmes-Bozung, Co-owner, SafetyNet, Inc., Regional**

**Rachel Johnson, Public Affairs, Cherryland Electric, Regional**

### OTHER SECTORS

**Jeff Jennette, Superintendent,**  
Wexford-Missaukee and Manistee ISDs  
(K-12 Education)

**Tim Nelson, President,**  
Northwestern Michigan College  
(Post-Secondary Education)

**Mike Hill, Superintendent, TBAISD**  
(Adult Education)

**Andy Hayes, President,**  
Northern Lakes Economic Alliance  
(Economic Development)

**Eric Bachmann, District Manager,**  
Michigan Rehabilitation Services  
(Rehabilitation)

**Bob Scheele, Vice President,**  
Central Labor Council  
(Labor)

**Clint Steele, Pipefitter, UAW Local 85**  
(Labor)

**Kristine Lagios, Director, Manistee-Benzie**  
Department of Human Services  
(Human Services)

**Jane Korthase, HR Director,**  
Grandview Medical Care  
(Community Based Organizations)

**Steve Perdue, President & CEO,**  
Grand Traverse Industries  
(Community Based Organizations)

**John Stephenson, Executive Director,**  
Northwest MI Community Action Agency  
(Community Based Organizations)

**Marsha Smith, Executive Director,**  
Rotary Charities and NorthSky  
Non-Profit Network  
(Community Based Organizations)

**Jim Smith, Controls Designer,**  
Tool North, Inc. (Apprenticeships)

**Charles Welch, Parole Supervisor, MDOC**  
(Corrections)



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