

# Finance Committee

1/7/2009

Conference Room 1

7:30 AM

## AGENDA

1. **CALL MEETING TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES**  
Minutes of Meeting dated December 23, 2008
4. **TABLED ITEMS FROM PREVIOUS MEETINGS**  
None
5. **APPROVAL OF AGENDA**
6. **REPORTS**
7. **CALL TO THE PUBLIC**
8. **DRAIN COMMISSIONER**
  - A. RESOLUTION APPROVING A CONTRACT BETWEEN LIVINGSTON COUNTY AND THE HURON RIVER WATERSHED COUNCIL PURSUANT TO THEIR PROPOSAL FOR THE PERFORMANCE OF WATERSHED PLANNING SERVICES ASSOCIATED WITH PHASE II STORM WATER PERMIT REGULATIONS - Drain Commissioner / Infrastructure & Development / Finance
  - B. RESOLUTION AUTHORIZING INTERGOVERNMENTAL AGREEMENTS ALLOWING FOR THE ALLOCATION AND BILLING OF COSTS ASSOCIATED WITH PLANNING AND COORDINATION OF THE PHASE II STORM WATER PERMIT REGULATIONS Drain Commissioner / Infrastructure & Development / Finance
  - C. RESOLUTION AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT ALLOWING LIVINGSTON COUNTY TO BILL PARTNERING COMMUNITIES FOR PHASE II STORM WATER PERMIT IMPLEMENTATION COSTS / Drain Commissioner / Infrastructure & Development / Finance
9. **PLANNING**
  - A. RESOLUTION AUTHORIZING A PLANNING SERVICES AGREEMENT BETWEEN LIVINGSTON COUNTY DEPARTMENT OF PLANNING AND COHOCTAH TOWNSHIP FOR THE PREPARATION OF A COHOCTAH TOWNSHIP COMPREHENSIVE PLAN – Infrastructure and Development / Finance
10. **BUILDING INSPECTIONS**
  - A. RESOLUTION AUTHORIZING A REDUCTION IN WORKFORCE IN THE LIVINGSTON COUNTY BUILDING DEPARTMENT – Building Department / Finance
11. **COMMUNITY CORRECTIONS**
  - A. RESOLUTION AUTHORIZING A CONTRACT BETWEEN

COMMUNITY CORRECTIONS AND BRIGHTON HOSPITAL FOR INTENSIVE OUTPATIENT PROGRAM - Community Corrections / Public Safety / Finance

**12. CIRCUIT COURT**

A. RESOLUTION TO AUTHORIZE APPLICATION TO THE BUREAU OF JUSTICE ASSISTANCE FOR FISCAL YEARS 2009 - 2011 FOR THE LIVINGSTON COUNTY ADULT DRUG AND SOBRIETY COURT PROGRAMS - Circuit Court / Public Safety / Finance

**13. SHERIFF DEPARTMENT / JAIL**

A. RESOLUTION TO APPROVE PROFESSIONAL CONTRACT FOR EDUCATIONAL SERVICES FOR JAIL - Sheriff Department / Public Safety / Finance

**14. 911 CENTRAL DISPATCH**

A. RESOLUTION AUTHORIZING SUBMISSION OF THE TWO STATE OF MICHIGAN 2007 MICHIGAN CITIZEN CORPS PROGRAM GRANT AGREEMENTS AND SUPPORTING DOCUMENTS – 9-1-1 Central Dispatch / Emergency Management / Public Safety / Finance

**15. ADMINISTRATION / FINANCE**

A. RESOLUTION TO SYSTEMATICALLY TRANSFER MONIES BETWEEN FUNDS - County Administration / Finance Committee

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**08A** RESOLUTION APPROVING A CONTRACT BETWEEN LIVINGSTON COUNTY AND THE HURON RIVER WATERSHED COUNCIL PURSUANT TO THEIR PROPOSAL FOR THE PERFORMANCE OF WATERSHED PLANNING SERVICES ASSOCIATED WITH PHASE II STORM WATER PERMIT REGULATIONS - Drain Commissioner / Infrastructure & Development / Finance

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**08B** RESOLUTION AUTHORIZING INTERGOVERNMENTAL AGREEMENTS ALLOWING FOR THE ALLOCATION AND BILLING OF COSTS ASSOCIATED WITH PLANNING AND COORDINATION OF THE PHASE II STORM WATER PERMIT REGULATIONS Drain Commissioner / Infrastructure & Development / Finance

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**08C** RESOLUTION AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT ALLOWING LIVINGSTON COUNTY TO BILL PARTNERING COMMUNITIES FOR PHASE II STORM WATER PERMIT IMPLEMENTATION COSTS / Drain Commissioner / Infrastructure & Development / Finance

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**09A** RESOLUTION AUTHORIZING A PLANNING SERVICES AGREEMENT BETWEEN LIVINGSTON COUNTY DEPARTMENT OF PLANNING AND COHOCTAH TOWNSHIP FOR THE PREPARATION OF A COHOCTAH TOWNSHIP COMPREHENSIVE PLAN – Infrastructure and Development / Finance

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**10A** RESOLUTION AUTHORIZING A REDUCTION IN WORKFORCE IN THE LIVINGSTON COUNTY BUILDING DEPARTMENT – Building Department /

Finance

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**11A** RESOLUTION AUTHORIZING A CONTRACT BETWEEN COMMUNITY CORRECTIONS AND BRIGHTON HOSPITAL FOR INTENSIVE OUTPATIENT PROGRAM - Community Corrections / Public Safety / Finance

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**12A** RESOLUTION TO AUTHORIZE APPLICATION TO THE BUREAU OF JUSTICE ASSISTANCE FOR FISCAL YEARS 2009 - 2011 FOR THE LIVINGSTON COUNTY ADULT DRUG AND SOBRIETY COURT PROGRAMS - Circuit Court / Public Safety / Finance

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**13A** RESOLUTION TO APPROVE PROFESSIONAL CONTRACT FOR EDUCATIONAL SERVICES FOR JAIL - Sheriff Department / Public Safety / Finance

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**14A** RESOLUTION AUTHORIZING SUBMISSION OF THE TWO STATE OF MICHIGAN 2007 MICHIGAN CITIZEN CORPS PROGRAM GRANT AGREEMENTS AND SUPPORTING DOCUMENTS – 9-1-1 Central Dispatch / Emergency Management / Public Safety / Finance

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**15A** RESOLUTION TO SYSTEMATICALLY TRANSFER MONIES BETWEEN FUNDS - County Administration / Finance Committee

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**16. MISCELLANEOUS CLAIMS**

**17. COMPUTER PRINTOUT**

**18. ADJOURNMENT**

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

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**RESOLUTION APPROVING A CONTRACT BETWEEN LIVINGSTON COUNTY AND THE HURON RIVER WATERSHED COUNCIL PURSUANT TO THEIR PROPOSAL FOR THE PERFORMANCE OF WATERSHED PLANNING SERVICES ASSOCIATED WITH PHASE II STORM WATER PERMIT REGULATIONS - Drain Commissioner / Infrastructure & Development / Finance Committee**

**WHEREAS,** the Clean Water Act of 1972 established the National Pollution Discharge Elimination System (NPDES); and

**WHEREAS,** 1987 amendments to the Clean Water Act require the US Environmental Protection Agency to develop a phased approach to regulating storm water under NPDES; and

**WHEREAS,** Phase II Rules were signed in 1997 to address storm water discharges from construction activities, light industrial activities, and small municipal separate storm sewer systems (MS4s) in urbanized areas; and

**WHEREAS,** 2000 Census has determined that significant areas of Livingston County meet the definition of an Urbanized Area; and

**WHEREAS,** the designated communities have completed the permit application stage in compliance with the August 1,2008 deadline for all collaborating Livingston County Phase II watershed participants; and

**WHEREAS,** affected communities have expressed the continued desire to work collaboratively with the County to reduce implementation costs; and

**WHEREAS,** the Livingston County Drain Commissioner has obtained a proposal from the Huron River Watershed Council to assist in watershed planning services associated with Phase II Storm Water Regulations; and

**WHEREAS,** participating communities will pay a pro-rata share of the proposed contract.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby agrees to enter into an agreement with the Huron River Watershed Council, pursuant to their proposal dated November 18, 2008, in the amount estimated between a minimum of \$41,408 and not to exceed \$119,147 for Phase II Storm Water Permit Assistance.

**BE IT FURTHER RESOLVED** that work associated with the individual communities will commence only after an agreement is executed between the County and local units, designating the apportionment of costs among communities.

**BE IT FURTHER RESOLVED** that the Livingston County Drain Commissioner shall initiate the steps necessary to meet the Phase II Permit Regulations for communities participating in the joint Phase II Initiative.

**BE IT FURTHER RESOLVED** that the Chairman of the Board of Commissioners be authorized to sign the above-referenced contract upon review of Civil Counsel.

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MOVED:  
SECONDED:  
CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

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**RESOLUTION AUTHORIZING INTERGOVERNMENTAL AGREEMENTS ALLOWING FOR THE ALLOCATION AND BILLING OF COSTS ASSOCIATED WITH PLANNING AND COORDINATION OF THE PHASE II STORM WATER REGULATIONS - Drain Commissioner / Infrastructure & Development Committee / Finance Committee**

**WHEREAS,** the units of government partnering to comply with NPDES Phase II Regulations have become known as The Huron River Chain of Lakes Subwatershed Group and The South Branch Shiawassee River Subwatershed Group; and

**WHEREAS,** it is the intent of the partnering communities to take a collaborative approach to Phase II compliance in order to reduce cost and duplication of effort; and

**WHEREAS,** the Livingston County Drain Commissioner was authorized by the Livingston County Board of Commissioners to assist the Phase II partnering communities to comply with the Phase II permit application process; and

**WHEREAS,** all Livingston County Phase II partners have complied with the August 1, 2008 application deadline; and

**WHEREAS,** all Livingston County Phase II partners shall receive a Certificate of Coverage (COC) from the Michigan Department of Environmental Quality (MDEQ) based on approval of permit application by MDEQ; and

**WHEREAS,** upon issuance of the Certificate of Coverage by the Michigan Department of Environmental Quality planning must commence for Phase II Storm Water Regulation requirements; and

**WHEREAS,** the Livingston County Drain Commissioner has proposed an intergovernmental agreement with each of the two watershed groups to authorize activities necessary to comply with the Phase II requirements; and

**WHEREAS,** the proposed agreements contains cost allocations for each participating unit of government, adopted by the group through a voting process; and

**WHEREAS,** the amount of \$10,332.00 to cover the County's allocation of cost for fiscal year 2009 has already been budgeted with the office of the Drain Commissioner.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby agrees to enter into an intergovernmental agreement with participating communities for the purpose of fulfilling NPDES Phase II storm water permit requirements.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners authorizes the Livingston County Drain Commissioner to proceed to cooperate and assist affected communities.

**BE IT FURTHER RESOLVED** that the Chairman of the Board of Commissioners be authorized to sign the above-referenced contracts upon review of Civil Counsel.

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**MOVED:**

**SECONDED:**

**CARRIED:**

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT ALLOWING LIVINGSTON COUNTY TO BILL PARTNERING COMMUNITIES FOR PHASE II STORM WATER PERMIT IMPLEMENTATION COSTS - Drain Commissioner / Infrastructure & Development Committee / Finance Committee**

**WHEREAS,** the units of government partnering to comply with NPDES Phase II Regulations have become known as The Huron River Chain of Lakes Subwatershed Group and The South Branch Shiawassee River Subwatershed Group; and

**WHEREAS,** it is the intent of the partnering communities to take a collaborative approach to Phase II compliance in order to reduce cost and duplication of effort; and

**WHEREAS,** the Livingston County Drain Commissioner was authorized by the Livingston County Board of Commissioners to assist the Phase II partnering communities to comply with the Phase II permit application process; and

**WHEREAS,** all Livingston County Phase II partners must implement certain activities to comply with NPDES Phase II regulations; and

**WHEREAS,** the Livingston County Drain Commissioner has proposed an intergovernmental agreement with the two watershed groups to authorize activities necessary to comply with the Phase II requirements; and

**WHEREAS,** the proposed agreements contains cost allocations for each activity that was adopted by the group to fulfill their NPDES Phase II; and

**WHEREAS,** the amount of \$25,000 to cover the County's allocation of cost for fiscal year 2009 has already been budgeted with the office of the Drain Commissioner.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby agrees to enter into an intergovernmental agreement with participating communities for the purpose of fulfilling NPDES Phase II storm water permit requirements.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners authorizes the Livingston County Drain Commissioner to proceed to cooperate and assist affected communities.

**BE IT FURTHER RESOLVED** that the Chairman of the Board of Commissioners be authorized to sign the above-referenced contracts upon review of Civil Counsel.

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MOVED:  
SECONDED:  
CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION AUTHORIZING A PLANNING SERVICES AGREEMENT BETWEEN LIVINGSTON COUNTY DEPARTMENT OF PLANNING AND COHOCTAH TOWNSHIP FOR THE PREPARATION OF A COHOCTAH TOWNSHIP COMPREHENSIVE PLAN – Planning Department / Infrastructure and Development Subcommittee / Finance Committee**

**WHEREAS,** the Township of Cohoctah, Michigan desires professional technical assistance in the preparation of a Comprehensive Plan; and

**WHEREAS,** the Livingston County Department of Planning staff is qualified to provide the professional technical services necessary to prepare said plan; and

**WHEREAS,** the Township of Cohoctah shall compensate Livingston County for all time spent by Department of Planning personnel in performing said services under this agreement, in an amount not to exceed NINE THOUSAND SIX HUNDRED (\$9,600); and

**WHEREAS,** this agreement shall become effective and performance thereon shall commence on the 1<sup>st</sup> day of January, 2009 and shall continue to the 31<sup>st</sup> day of December, 2009, at which time it shall terminate.

**WHEREAS,** the Infrastructure and Development Subcommittee unanimously recommends the approval of a planning services agreement between the Livingston County Department of Planning and Cohoctah Township for the preparation of a Cohoctah Township Comprehensive Plan; and

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners authorizes a planning services agreement with the Township of Cohoctah, Michigan to provide professional technical assistance as outlined above, through the Department of Planning commencing on January 1, 2009 through December 31, 2009; and

**BE IT FURTHER RESOLVED** that the Chairman of the Board of Commissioners be authorized to sign the above-referenced contract upon review of Civil Counsel.

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RESOLUTION NO:

PAGE: 2



**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION AUTHORIZING A REDUCTION IN WORKFORCE IN THE LIVINGSTON COUNTY BUILDING DEPARTMENT – Building Department / Finance Committee**

**WHEREAS,** the Livingston County Building Department has the primary purpose of assuring that buildings are sound, safe and sanitary through the enforcement of the State Building Code; and

**WHEREAS,** during the first eleven (11) months of 2008, the number of residential building permits issued by the Livingston County Building Department was twelve hundred seventy four (1274), down from sixteen hundred eleven (1611) for the same period in 2007, a decrease of twenty one percent (21%); and

**WHEREAS,** this decrease in the number of building permits has led to a thirty-one percent (31%) decrease in daily inspections and a 13.1% decrease in total permits issued; and

**WHEREAS,** this decrease in demand for services necessitates the use of departmental retained earnings to cover the cost of operation and the continued erosion of retained earnings is unsustainable; and

**WHEREAS,** proactive corrective action appears to be necessary since there has been no correction in the downward trend in the building market.

**THEREFORE BE IT RESOLVED** that the Board of Commissioners hereby concurs with the recommendation of the Finance Committee that it is now necessary to institute limited layoffs beginning February 9, 2009 and reduce the work hours of the remaining employees to 35 hours per week with the exception of the Building Official and the Deputy Building Official.

**BE IT FURTHER RESOLVED** that the last day employees must report to work shall be February 6, 2009

**BE IT FURTHER RESOLVED** that said layoffs of non-union personnel shall be made pursuant to the Livingston County Workforce Reduction policy in the following manner: Two (2) full-time Building Inspectors and two (2) full-time Administrative Aides.

**BE IT FURTHER RESOLVED** that the Building Official is authorized to delay the effective date of the layoff as it relates to one (1) Building Inspector to ensure that proper staffing is maintained within this discipline.

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**MOVED:  
SECONDED:  
CARRIED:**

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION AUTHORIZING A CONTRACT BETWEEN COMMUNITY CORRECTIONS AND BRIGHTON HOSPITAL FOR INTENSIVE OUT PATIENT PROGRAM - Community Corrections / Public Safety Committee / Finance Committee**

**WHEREAS,** Community Corrections has been awarded \$52,270.00 through the State of Michigan Community Corrections Grant funding to provide for an Intensive Out Patient (IOP) program; and

**WHEREAS,** the program will be for one month duration with the offender meeting for two, three-hour sessions per week during the month; and

**WHEREAS,** this program will take place at Brighton Hospital, in Brighton, Michigan, in which funding will cover 55 participants at an approximate cost of \$960.00; and

**WHEREAS,** as Brighton Hospital is the only vendor within the County that provides an IOP program, we are requesting that the competitive bid process per the Purchasing Policy be waived; and

**WHEREAS,** the contract will be cover services through September 30, 2009, with the option for renewal periods consistent with grant funding renewals for IOP services.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby  
  
authorizes entering into a contract with Brighton Hospital, of Brighton, Michigan, for an  
  
amount not to exceed \$ 52,270.00 for Intensive Out Patient Program services through  
  
September 30, 2009, with the option for renewal periods consistent with grant funding  
  
renewals for these services.

**BE IT FURTHER RESOLVED** that the competitive bid process per the Purchasing Policy be waived  
  
for Intensive Out Patient Program services.

**BE IT FURTHER RESOLVED** that the Board Chairman and Sheriff be authorized to sign any documents  
  
as needed for this contract as reviewed by Civil Counsel.

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MOVED:  
SECONDED:  
CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION TO AUTHORIZE APPLICATION TO THE BUREAU OF JUSTICE ASSISTANCE FOR FISCAL YEARS 2009 - 2011 FOR THE LIVINGSTON COUNTY ADULT DRUG AND SOBRIETY COURT PROGRAMS - Circuit Court / Public Safety / Finance Committee**

**WHEREAS,** the 44<sup>th</sup> Circuit Court operates an adult drug court with Byrne Grant funding and the 53<sup>rd</sup> District Court operates a sobriety court with SCAO Grant funding, both of which are authorized by the Livingston County Board of Commissioners; and

**WHEREAS,** the U.S. Department of Justice, Office of Justice Programs' Bureau of Justice Assistance has announced enhancement grant opportunities for existing drug courts; and

**WHEREAS,** the Circuit and District Courts have notified the Board of Commissioners of their intent to apply for this funding through a unified application; and

**WHEREAS,** the grant request for FY 2009 - 2011 can be a maximum of \$200,000.00; and

**WHEREAS,** the proposed application will not change the scope of either program, but rather enhance the provision of services and capabilities of the Courts; and

**WHEREAS,** Livingston County's match share of the aforementioned Grant is less than 25% of the requested funding or an amount not greater than \$65,000 and funding is available in the combined budgets of Adult Drug and Sobriety Court Programs.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves the FY 2009 - 2011 Adult Drug Court Discretionary Grant Program Application to the Bureau of Justice Assistance.

**BE IT FURTHER RESOLVED** that the Chair of the Livingston County Board of Commissioners be authorized to sign the above Application, subsequent Grant Agreement and any future amendments for monetary and contractual language adjustments upon review by Civil Counsel.

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MOVED:

SECONDED:

CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION TO AMEND PROFESSIONAL CONTRACT FOR EDUCATIONAL SERVICES FOR JAIL - Sheriff Department / Public Safety / Finance Committee**

**WHEREAS,** the proposed contract will allow the Livingston County Jail to extend the term of the contract with Kathy Hittle, a teacher, to provide educational services to inmates at the County Jail; and

**WHEREAS,** the funds will be paid from Inmate Rec and Ed fund, which are the County's profit from Inmate Commissary; and

**WHEREAS,** the contract will allow the Jail to provide a variety of education services such as high school completion, GED, creative writing, life-skills and other specialized programs deemed appropriate and may vary dependent on jail population; and

**WHEREAS,** the terms of the contract will remain the same with an hourly rate of \$25 per hour, without benefits, for a total not exceed \$35,000 annually for the period of January 1, 2009 through December 31, 2010.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the contract, as referenced above for inmate education services with Kathy Hittle, for \$25 per hour for a total not to exceed \$35,000 annually, with the contract effective period from January 1, 2009 through December 31, 2010.

**BE IT FURTHER RESOLVED** that Civil Counsel prepare said contract and the Chair of the Board and the Sheriff are authorized to sign said contract.

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MOVED:

SECONDED:

CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION AUTHORIZING SUBMISSION OF THE TWO STATE OF MICHIGAN 2007 MICHIGAN CITIZEN CORPS PROGRAM GRANT AGREEMENTS AND SUPPORTING DOCUMENTS – 9-1-1 Central Dispatch /Emergency Management Department / Public Safety / Finance Committee**

**WHEREAS,** the Livingston County 9-1-1 Central Dispatch/Emergency Management Director - Local Planning Team Chairperson is hereby requesting authorization to submit both State of Michigan Citizen Corps Program Grant Agreements and supporting documents; and

**WHEREAS,** the Michigan Department of State Police, Emergency Management and Homeland Security Division has been awarded federal pass-through funds from the U. S. Department of Homeland Security (DHS) for FY – 2007 CCP Grants; and

**WHEREAS,** Livingston County has been awarded a total of \$4,991.25 to be used for training, planning, educational outreach, exercise and equipment for the Citizen Corps Program; and

**WHEREAS,** the Grant for \$717.25 is for Regional CERT Kits, Community Emergency Response Teams; and

**WHEREAS,** the Grant for \$4,274.00 is for training, planning, educational outreach, exercise and equipment for the Citizen Corps Program – Community Emergency Response Teams; and

**WHEREAS,** the two State of Michigan 2007 Michigan Citizen Corps Program Grant Agreements start October 1, 2008 to December 1, 2009.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves both State of Michigan 2007 Michigan Citizen Corps Program Grant Agreements and other supporting documents.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners hereby designate the 9-1-1 Central Dispatch/County Emergency Management Director as the primary applicant agent.

**BE IT FURTHER RESOLVED** that the chair of the Livingston County Board of Commissioners, the County Financial Officer, and the 9-1-1 Central Dispatch/Emergency Management Director be authorized to sign above entitled Grant Agreements and other required documents upon review by County Civil Counsel.

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MOVED:  
SECONDED:  
CARRIED:

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

**RESOLUTION TO SYSTEMATICALLY TRANSFER MONIES BETWEEN FUNDS -  
County Administration / Finance Committee**

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**WHEREAS,** the fiscal year 2009 Budget contains several types of transfers between funds; and

**WHEREAS,** the following types of transfers between funds are reflected in the budget:

The General Fund appropriates a considerable amount of its operating funds to other County funds. The purpose of the appropriations is to subsidize operating programs or capital purchases, provide seed money for new projects, and General Funds share for internal services;

Direct Services provided by a department (Internal Service Funds: Building Services, Information Technology, and Car Pool) to different departments within General Fund and in other funds;

Indirect Costs (Central Services Cost Allocation Plan) are billed to appropriate general fund divisions, which operate with federal and state funding, special revenue and enterprise funds to recover each funds proportionate share of the County's central administrative and support cost which are originally borne by the General Fund;

Miscellaneous Operating Capital Transfers are made from one fund to another fund to subsidize operating programs or capital purchases, or provide seed money for new projects; and

**WHEREAS,** requests for transfers and/or billings are received from the numerous County departments continuously throughout the course of the year to fund their operations; and

**WHEREAS,** it is desirable to implement a systematic process to transfer monies between funds, eliminate duplication of effort and to create an efficient/effective procedure.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the transfer of monies in accordance with the attached schedule and authorize the County Treasurer to make the appropriate adjusting journal entries to effectuate the transfers.

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MOVED:

SECONDED:

CARRIED: