

# FINANCE COMMITTEE

10/15/2014

304 E. Grand River, Board Chambers, Howell, MI, 48843

7:30 AM

## AGENDA

1. **CALL MEETING TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES**  
Minutes Dated: September 24, 2014
4. **TABLED ITEMS FROM PREVIOUS MEETINGS**
5. **APPROVAL OF AGENDA**
6. **CLOSED SESSION (Roll Call)**
  - A. Discuss Pending Litigation Related to Essex et. al v. Livingston County
  - B. Discuss Handy Township Litigation
7. **REPORTS**
  - A. Medical Examiner - Annual Report
  - B. Emergency Medical Services - Annual Report
8. **CALL TO THE PUBLIC**
9. **RESOLUTIONS FOR CONSIDERATION:**  
Resolutions 10 thru 21

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- 10 **Facility Services**  
RESOLUTION AUTHORIZING A BUDGET TRANSFER AND THE PURCHASE AND INSTALLATION OF CARPETING AT THE DEPARTMENT OF HUMAN SERVICES - Facility Services/General Government/Finance/Board

- 
- 11 **Emergency Medical Services**  
RESOLUTION AUTHORIZING THE USE OF A STANDARD AGREEMENT BETWEEN THE COUNTY OF LIVINGSTON, ACTING ON BEHALF OF THE EMS DEPARTMENT, AND THOSE ENTITIES CONTRACTING FOR EMS SERVICES - EMS/Health & Human Services/Finance/Board

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- 12 **Airport**  
RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO AMEND RESOLUTION 2012-11-314 AND THE GROUND LEASE AGREEMENT WITH 1056 HANGAR GROUP LLC, A MICHIGAN LIMITED LIABILITY CORPORATION TO ADD AN ADDITIONAL FIVE (5) YEARS TO THE TERM - Airport/General Government/Finance/Board

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- 13 **Information Technology**

RESOLUTION TO SIGN LETTER OF COMMITMENT FOR THE 2015  
SEMCOG COLLABORATIVE DIGITAL ORTHOIMAGERY PROJECT -  
Information Technology/General Government/Finance/Board

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**14 Public Health**

RESOLUTION TO AUTHORIZE AGREEMENTS WITH THE INGHAM  
HEALTH PLAN CORPORATION D/B/A LIVINGSTON HEALTH PLAN -  
Public Health/Health & Human Services/Finance/Board

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**15 District Court**

RESOLUTION APPROVING THE APPOINTMENT OF JONAH SJOQUIST  
AS PART TIME MAGISTRATE FOR THE 53RD DISTRICT COURT

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**16 Michigan Works**

RESOLUTION APPROVING MODIFICATION #3 TO THE WORKFORCE  
INVESTMENT ACT COMPREHENSIVE 5-YEAR LOCAL PLAN  
CURRENTLY APPROVED THROUGH JUNE 30, 2017 - Michigan  
Works!/Health & Human Services Committee/Finance/Board

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**17 Michigan Works**

RESOLUTION APPROVING APPLICATIONS FOR THE SKILLED TRADE  
TRAINING FUND (STTF) FOR FY 2014 - Michigan Works!/Health & Human  
Services Committee/Finance/Board

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**18 LETS**

RESOLUTION AUTHORIZING PROJECT AUTHORIZATION 2012-0118/P17  
FOR FISCAL YEAR 2015 TRANSPORTATION TO WORK GRANT  
BETWEEN THE MICHIGAN DEPARTMENT OF TRANSPORTATION AND  
THE LIVINGSTON COUNTY BOARD OF COMMISSIONERS -  
L.E.T.S./General Government/Finance/Board

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**19 LETS**

RESOLUTION AUTHORIZING OUT OF STATE TRAVEL FOR L.E.T.S.  
DEPUTY DIRECTOR AND OPERATIONS MANAGER TO ATTEND THE  
F.T.A. TRIENNIAL TRAINING WORKSHOP – L.E.T.S./General  
Government/Finance/Board

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**20 LETS**

RESOLUTION AUTHORIZING REPLACEMENT OF THE JOB ACCESS  
AND REVERSE COMMUTE (JARC) GRANT WITH THE  
TRANSPORTATION TO WORK GRANT – L.E.T.S./General  
Government/Finance/Board

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**21 Administration**

RESOLUTION TO AUTHORIZE THIRD QUARTER AMENDMENT TO THE  
FISCAL-YEAR 2014 BUDGET – COUNTY ADMINISTRATION

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**22. CLAIMS**

- 23.     PREAUTHORIZED**
- 24.     CALL TO THE PUBLIC**
- 25.     ADJOURNMENT**

# MEETING MINUTES

LIVINGSTON COUNTY

SEPTEMBER 24, 2014 - 7:30 A.M.

ADMINISTRATION BUILDING - BOARD CHAMBERS  
304 E. Grand River Avenue, Howell, MI 48843

## FINANCE COMMITTEE

COMM. GARY CHILDS

COMM. DENNIS DOLAN - FINANCE CHAIR

COMM. DAVID DOMAS

COMM. BILL GREEN

COMM. CAROL GRIFFITH

COMM. KATE LAWRENCE

COMM. DON PARKER

COMM. RON VAN HOUTEN

COMM. STEVE WILLIAMS

OTHERS:

BELINDA PETERS  
CINDY CATANACH  
LAURA BISMACK  
DIANE MCCORMICK  
ROBERTA BENNETT

SCOTT GRIFFITH  
JOHN EVANS  
ANN WHITE  
BILL SLEIGHT  
HILERY DEHATE

NATALIE HUNT  
MARGARET DUNLEAVY  
GREGG KELLOGG  
ELAINE BROWN  
BARTON MAAS

1. **CALL TO ORDER:** Meeting called to order by **COMM. DENNIS DOLAN** at **7:30 AM**.
2. **ROLL CALL.**
3. **APPROVAL OF MINUTES: MINUTES OF MEETING DATED: SEPTEMBER 10, 2014**

**MOTION TO APPROVE THE MINUTES, AS PRESENTED.**

**MOVED BY: GRIFFITH / SECONDED BY: GREEN**

**ALL IN FAVOR - MOTION PASSED**

4. **TABLED ITEMS FROM PREVIOUS MEETINGS. None.**
5. **APPROVAL OF AGENDA:**

**MOTION TO APPROVE THE AGENDA, AS PRESENTED.**

**MOVED BY: GRIFFITH / SECONDED BY: LAWRENCE**

**ALL IN FAVOR - MOTION PASSED**

6. **CALL TO THE PUBLIC: None.**
7. **RESOLUTIONS FOR CONSIDERATION: RES 08 - 12.**

**8. ADMINISTRATION: RESOLUTION AUTHORIZING AGREEMENT WITH THE ECONOMIC DEVELOPMENT COUNCIL TO PROVIDE SUPPORT FOR 2015 - 2017 COUNTY-WIDE ASSISTANCE**

**RECOMMEND MOTION TO THE BOARD**  
**MOVED BY: CHILDS / SECONDED BY: GRIFFITH**  
**YEAS: PARKER, DOLAN, GRIFFITH, WILLIAMS, LAWRENCE, CHILDS, VAN HOUTEN, GREEN**  
**NAYS: DOMAS**  
**MOTION PASSED**

Comm. Childs introduced Mr. Scott Griffith and voiced support. Mr. Griffith gave a brief review and plans for the future. Comm. Domas has requested further documentation supporting the 3% increase in funding.

**COMM. STEVE WILLIAMS ENTERED AT 7:38 A.M.**

**9. CIRCUIT COURT: RESOLUTION AUTHORIZING THE 44TH CIRCUIT COURT ADULT DRUG COURT TO INITIATE A SOLE SOURCE CONTRACT WITH DR. RAGHAD LEPLY FOR MEDICATED ASSISTED TREATMENT FULLY FUNDED BY THE BJA/SAMHSA FEDERAL GRANT**

**RECOMMEND MOTION TO THE BOARD**  
**MOVED BY: VAN HOUTEN / SECONDED BY: LAWRENCE**  
**YEAS: DOMAS, DOLAN, GRIFFITH, LAWRENCE, WILLIAMS, LAWRENCE, GREEN**  
**NAYS: PARKER, VAN HOUTEN**  
**MOTION PASSED**

Vivitrol blocks the receptors that crave the drugs or alcohol, and inhibits the effects of the drugs or alcohol. The drug itself is not addictive. There will be waivers signed and followed by the certified physician. This is a 9 month, strictly voluntary, supervised, out-patient treatment program.

**10. MICHIGAN WORKS: RESOLUTION APPROVING THE FISCAL YEAR 2015 FOOD ASSISTANCE EMPLOYMENT AND TRAINING (FAE&T) PLANS FOR SERVICES TO ELIGIBLE PARTICIPANTS FROM LIVINGSTON COUNTY**

**RECOMMEND MOTION TO THE BOARD**  
**MOVED BY: WILLIAMS / SECONDED BY: CHILDS**  
**ALL IN FAVOR - MOTION PASSED**

**11. MICHIGAN WORKS: RESOLUTION APPROVING THE FISCAL YEAR 2015 PARTNERSHIP, ACCOUNTABILITY, TRAINING AND HOPE (PATH) PLAN FOR THE DELIVERY OF JOB TRAINING SERVICES TO PUBLIC ASSISTANCE PARTICIPANTS**

**RECOMMEND MOTION TO THE BOARD**  
**MOVED BY: DOMAS / SECONDED BY: WILLIAMS**  
**ALL IN FAVOR - MOTION PASSED**

**12. EMS: RESOLUTION AUTHORIZING ISSUANCE OF A BLANKET PURCHASE ORDER TO BOUNDTREE MEDICAL FOR DISPOSABLE MEDICAL SUPPLIES**

**RECOMMEND MOTION TO THE BOARD  
MOVED BY: WILLIAMS / SECONDED BY: CHILDS  
ALL IN FAVOR - MOTION PASSED**

**13. REPORTS:**

➤ **DISCUSS 2015 OPERATING BUDGET PROCESS:**

Cindy Catanach presented a PowerPoint reviewing updates for the 2015 budget process. There are 5 levels of budget entry. We have just completed level one, "Base." The "Base Budget" is based on 3 year avg. Costs that will discontinue have been removed and revenues with known upcoming changes have been updated. We are moving into level 2, "Department Requests." Admin will review the requests and make recommendations to go to the committee. The committee may agree with the request or the recommendation. Then, level 4, the Budget will be up for discussion by the Finance Committee. Finally, level 5 is the adoption of the Budget by the Board. The adoption of the budget should be on the agenda for December 1<sup>st</sup>. Reviewed the 2015 prelim level 1 base budget and revenue and expense projections used. Also, reviewed Munis reports of expenses and revenues from 2012-projected 2015 base.

**14. CLAIMS**

**MOTION TO APPROVE THE CLAIMS DATED SEPTEMBER 24, 2014.  
MOVED BY: LAWRENCE / SECONDED BY: GREEN  
ALL IN FAVOR - MOTION PASSED**

**15. PAYABLES:**

**MOTION TO APPROVE THE PAYABLES DATED 9-11-14 THROUGH 9-24-14.  
MOVED BY: LAWRENCE / SECONDED BY: CHILDS  
ALL IN FAVOR - MOTION PASSED**

**16. Call to the Public: None.**

**17. ADJOURNMENT:**

**MOTION TO ADJOURN AT 9:00 AM  
MOVED BY: LAWRENCE / SECONDED BY: CHILDS  
ALL IN FAVOR - MOTION PASSED**

Respectfully Submitted

**NATALIE HUNT**  
RECORDING SECRETARY



# Livingston County

EMS & Medical Examiner

2013 Annual Report

# Agenda

**1** Meet the Team

**2** Workforce

**3** Special Teams

**4** Call Volume

**5** Reimbursement

**6** One Year Building Update

**7** The Future

**8** Questions



# Meet the Team ME

- **Medical Examiner**
  - Joyce deJong, D.O.
- **Deputy Medical Examiners**
  - John Bechinski, D.O.
  - Philip Croft, D.O.
  - Michael Markey, M.D.
- **Medical Examiner Investigators**
  - Richard Cruz, Chief MEI
  - Jonathon Black MEI
  - Ed Moore MEI
  - Bill Hough MEI

<b>2013- Accidental Deaths Involving</b>	<b>Burns 1</b>	<b>Drowning 1</b>	<b>Drugs 15</b>	<b>Fall 10</b>	<b>Motor Vehicle 13</b>	<b>Firearm 0</b>	<b>Other 5</b>	<b>TOTAL 45</b>
<b>2014(to Date)- Accidental Deaths Involving</b>	<b>Burns 0</b>	<b>Drowning 0</b>	<b>Drugs 8</b>	<b>Fall 8</b>	<b>Motor Vehicle 11</b>	<b>Firearm 0</b>	<b>Other 11</b>	<b>TOTAL 37</b>

<b>2013- Accidental - MVA</b>	<b>Auto/SUV 9</b>	<b>Motorcycle 2</b>	<b>Pedestrian 1</b>	<b>Other 10</b>				<b>TOTAL 13</b>
<b>2013(to date)- Accidental - MVA</b>	<b>Auto/SUV 6</b>	<b>Motorcycle 2</b>	<b>Pedestrian 1</b>	<b>Other 2</b>				<b>TOTAL 11</b>

<b>2013- Suicide Involving</b>	<b>Firearm 10</b>	<b>Hanging 5</b>	<b>Poisoning/Drugs 5</b>	<b>Jump/Fall 0</b>	<b>Motor Vehicle 0</b>	<b>Other 5</b>		<b>TOTAL 24</b>
<b>2014(to date)- Accidental Deaths Involving</b>	<b>Firearm 12</b>	<b>Hanging 5</b>	<b>Poisoning/Drugs 1</b>	<b>Jump/Fall 0</b>	<b>Motor Vehicle 0</b>	<b>Stab/Cuts 1</b>	<b>Other 1</b>	<b>TOTAL 20</b>

### Livingston County Case Summary-2012

- Homicide-1
- Suicide- 22
- Natural-220
- Undetermined -6
- Accident-45
- **Autopsies**
- Pending-1
- Full Autopsy-71
- Limited-4
- External-15
- No Autopsy-204
- Total County Deaths- 935
- Reported to M.E.- 294
- Cremation Permits- 510

### Livingston County Case Summary-2013

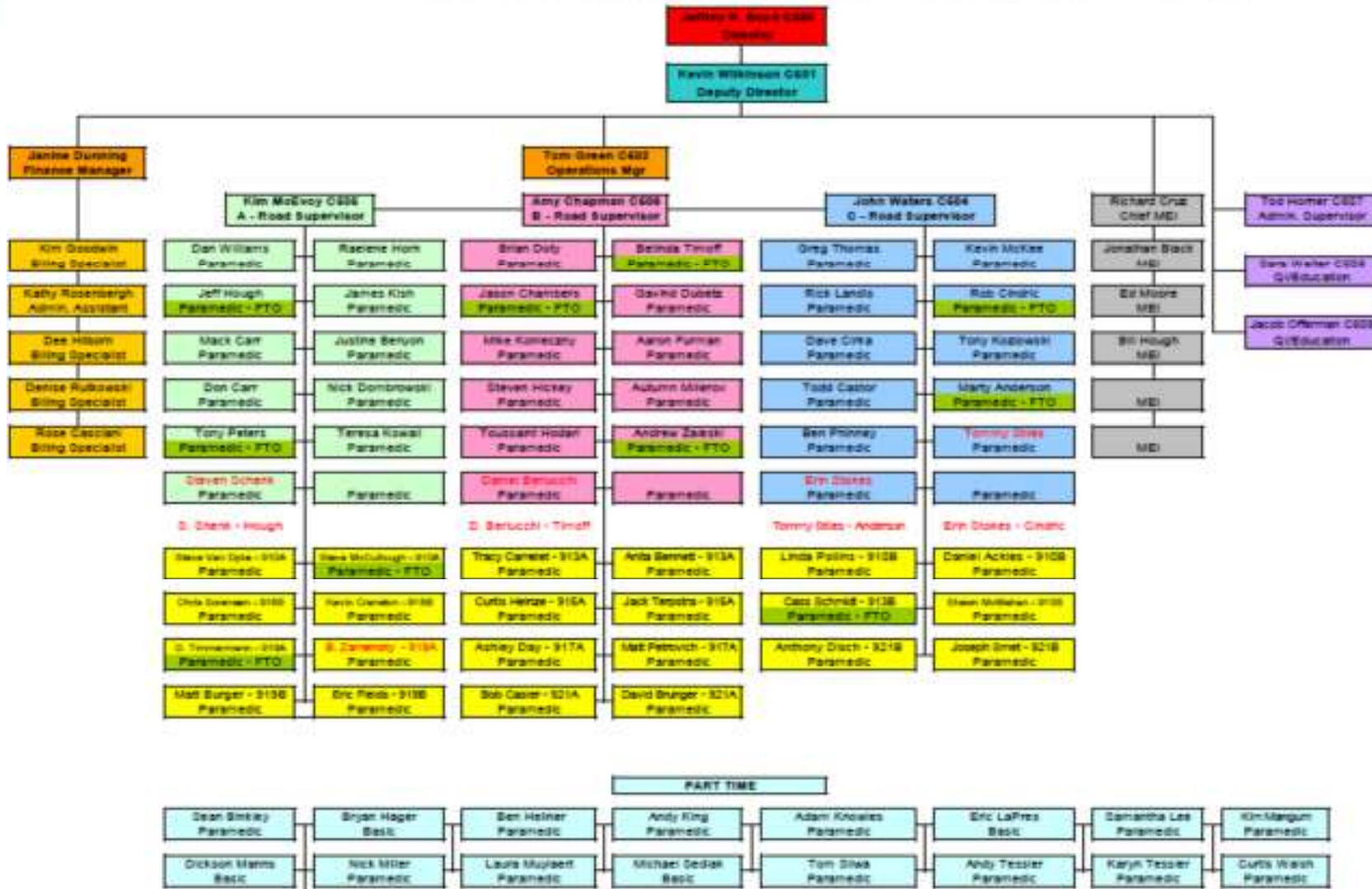
- Homicide-3
- Suicide- 24
- Natural-208
- Undetermined -3
- Accident-45
- **Autopsies**
- Pending-4
- Full Autopsy-89
- Limited -4
- External Exam-14
- NoAutopsy-181
- Total County Deaths-947
- Reported to M.E.-288
- Cremation Permits-594

### Livingston County Case Summary-2014

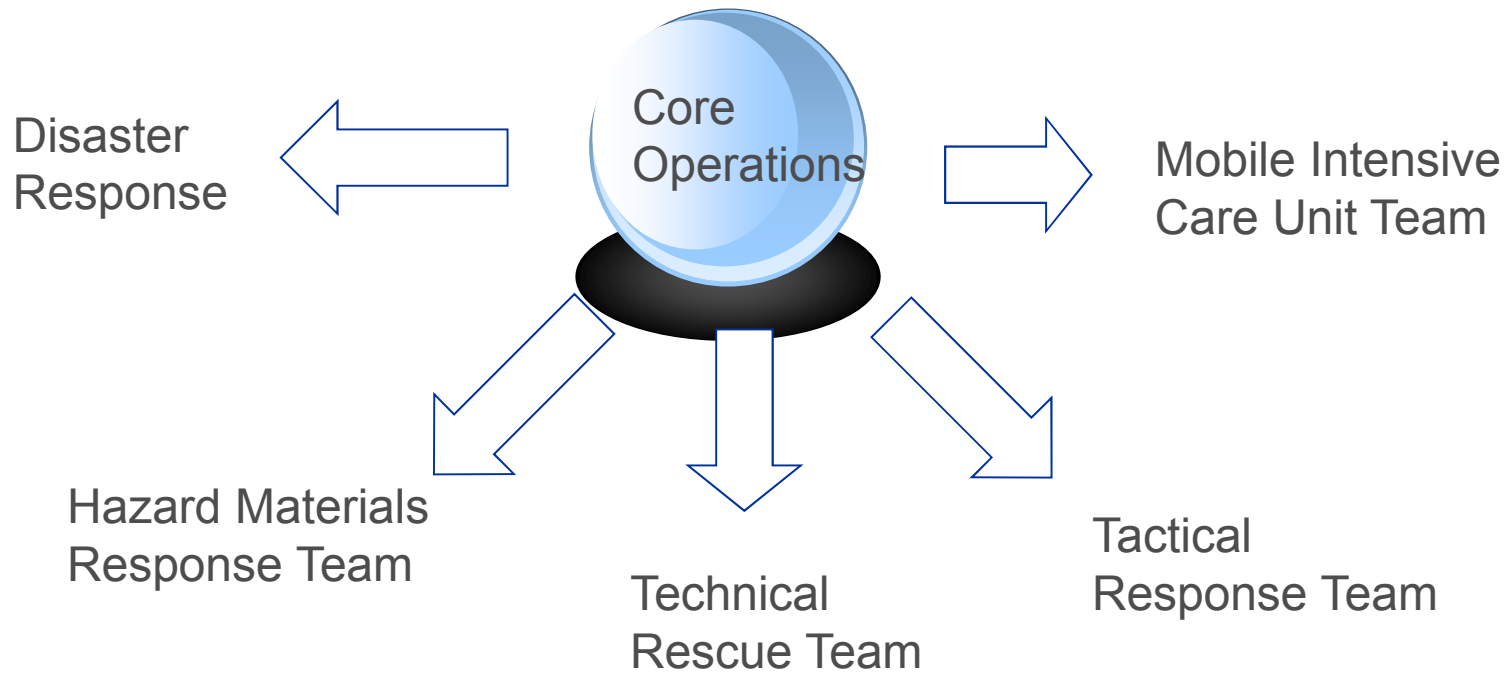
- Homicide- 2
- Suicide- 20
- Natural-158
- Undetermined -4
- Accident-37
- **Autopsies**
- Pending-12
- Full Autopsy-89
- Limited -3
- External Exam-12
- No Autopsy-145
- Total to Date-715 (as of 10/6)
- Reported-234 (as of 10/6)
- Cremation Permits-398(as of 10/6)

# Meet the Team EMS

LIVINGSTON COUNTY EMS ORGANIZATIONAL CHART SEPTEMBER 2014

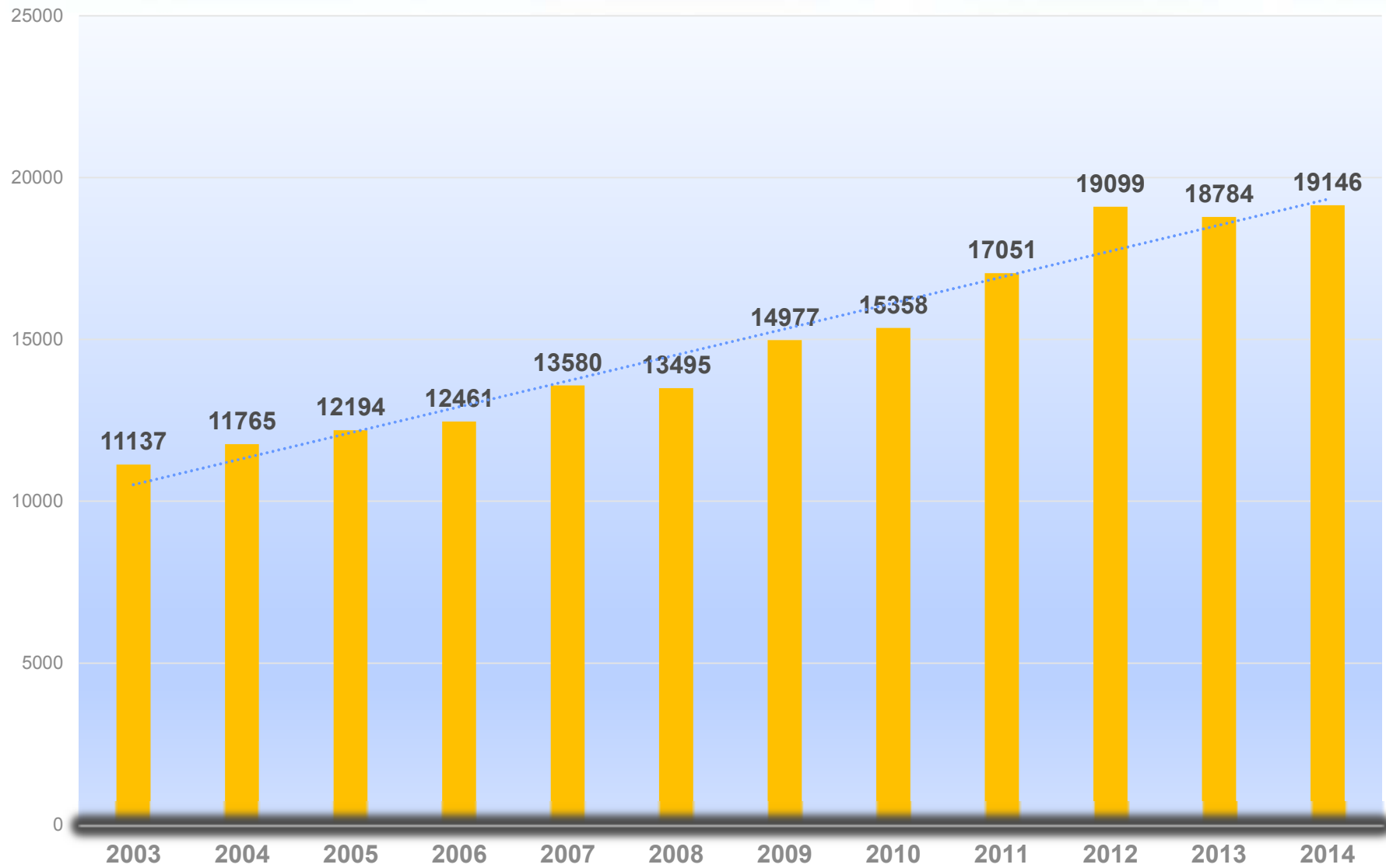


# Special Teams



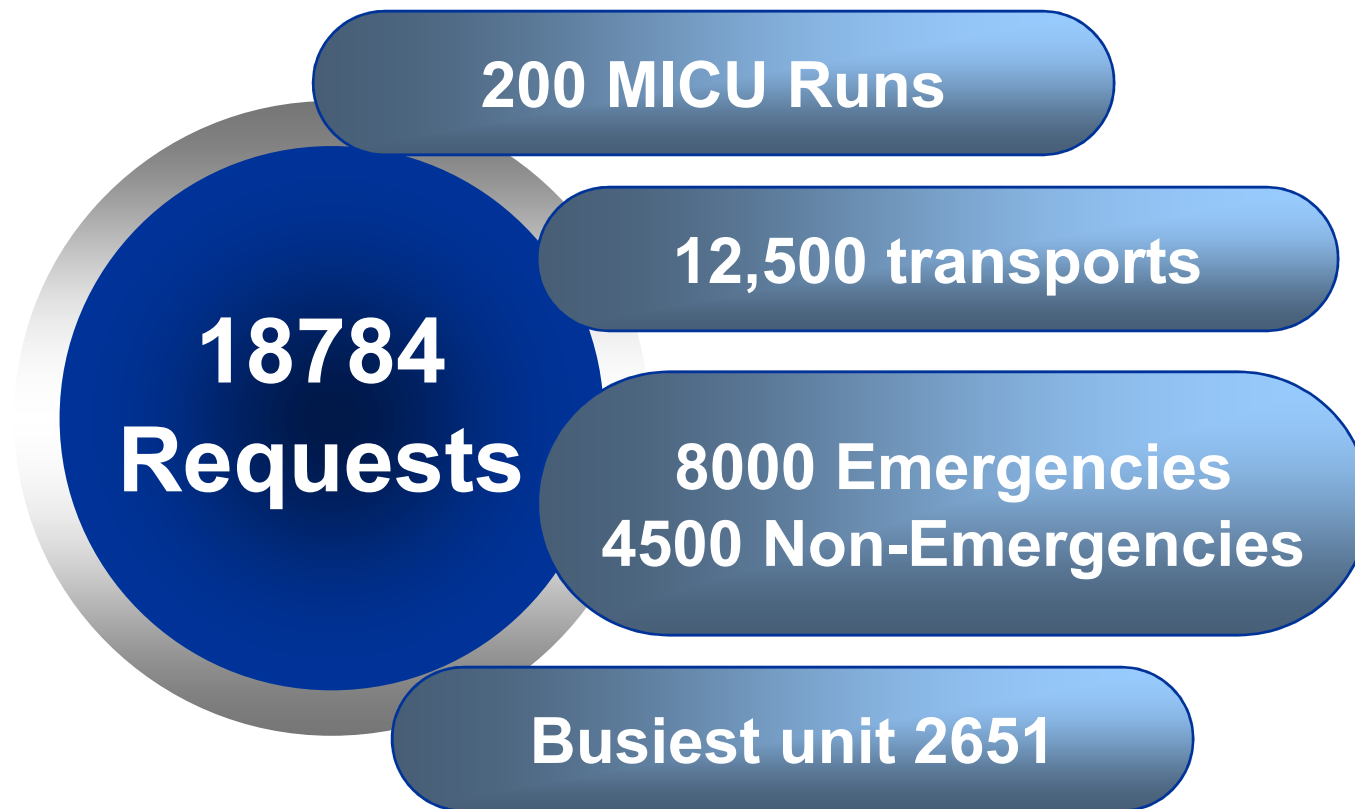
# Statistics

10 year look back



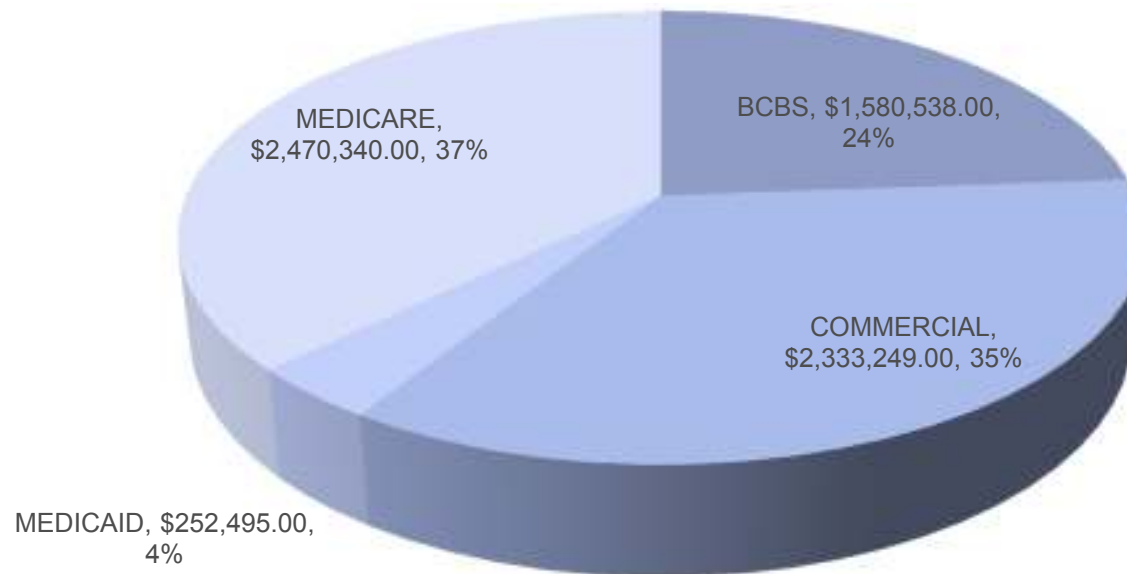


# Volume

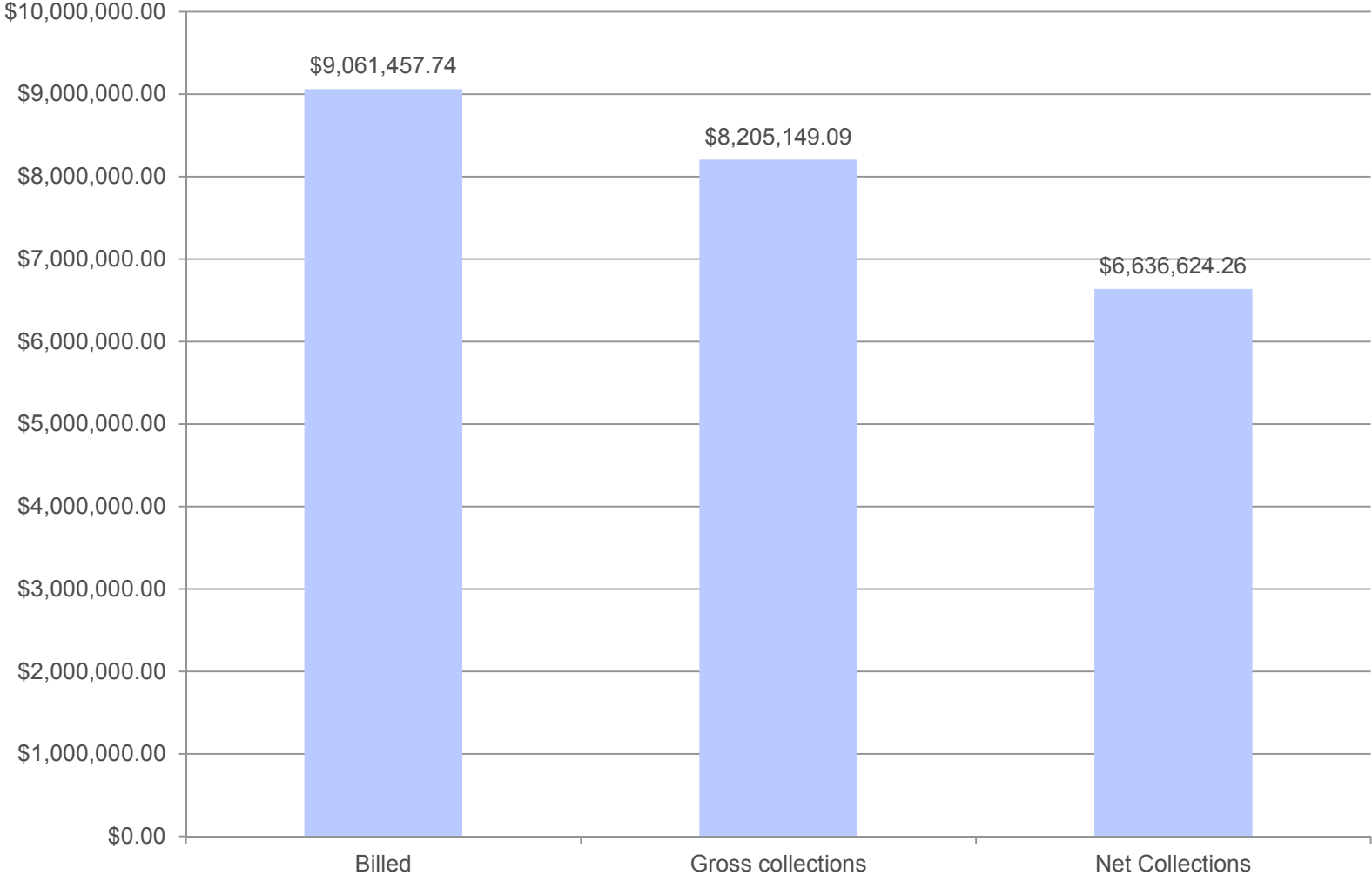


# 2013 Revenue Stream

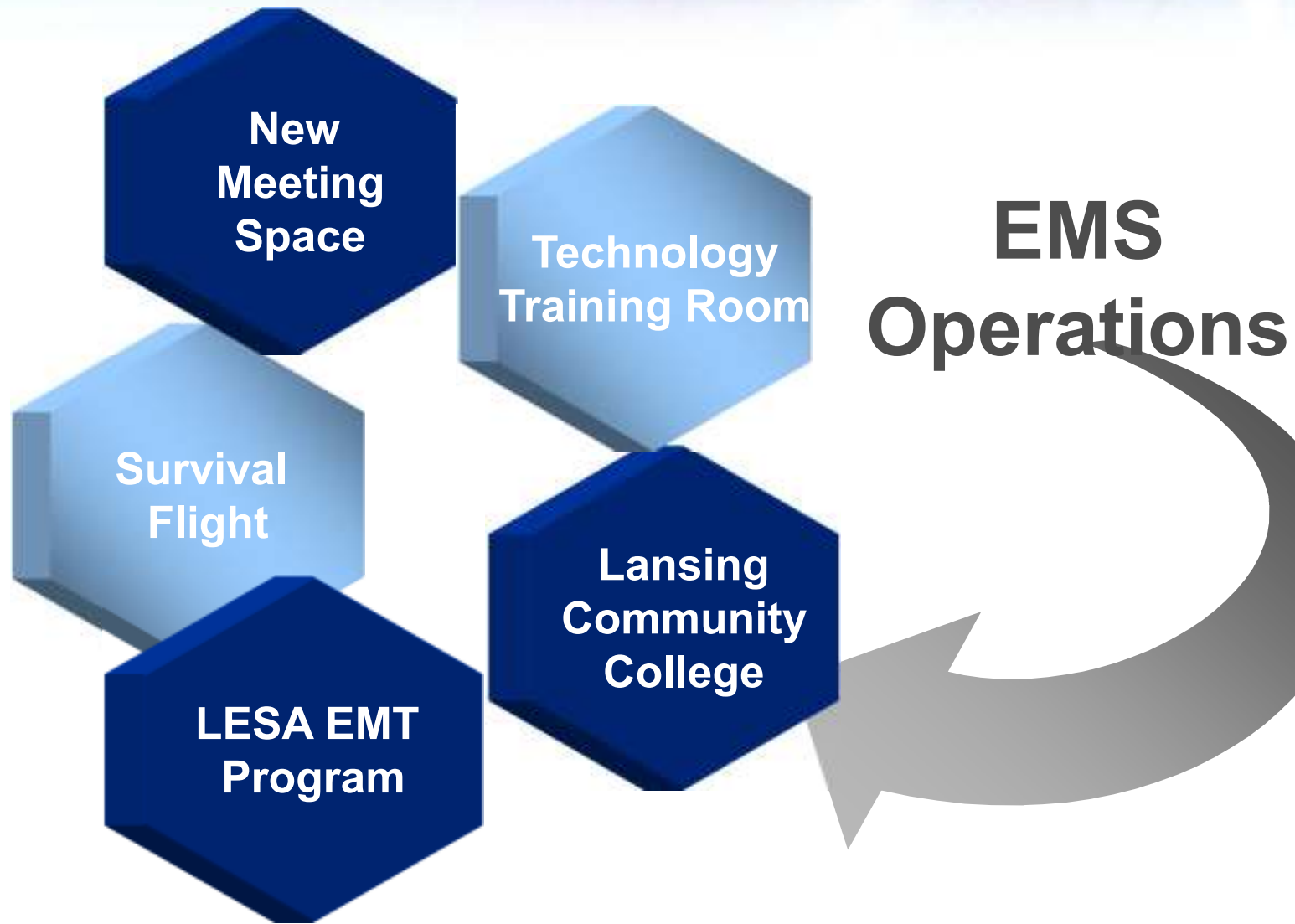
## LIVINGSTON COUNTY EMS COLLECTIONS FOR 2013







# Building Update One Year



# EMS Changes to Mobile Healthcare



**The Future of  
Mobile  
Healthcare**



# Legislative Issues in 2013

- HB 4785 Rep Lori
  - **Fees for EMS**
- HB 4979 Rep Talib
  - **Restricts Medical Directors**
- HB 4980 Rep Talib
  - **Requires Response Times**
- HB 4984 Rep Lori
  - **Modifies 911 procedures**
- HB 4983 Rep Darany
  - **Written Agreements**
- HB 5065 Rep Dianda
  - **Part Time ALS**
- HB 5404 Rep Crawford
  - **Requires EMS Narcan**
- SB 860 Sen Schutemaker
  - **Requires EMS Narcan**
- HB 5404 Rep Crawford
  - **Implementation 12 months**
- HB 5454 Rep Kivela
  - **Part Time ALS**
  - **Substitute introduced**
- HB 5706 Rep Glardon
  - **Prohibits Fees for public**
- SB 885
  - **Protocols outside of medical control**



The background is a vibrant blue with a futuristic, digital aesthetic. It features glowing white and light blue lines that crisscross the frame, some forming geometric shapes. In the lower right, there is a stylized bar chart with three bars of increasing height. Binary code (0s and 1s) is scattered throughout, particularly in the upper right and lower right areas. The overall effect is one of high-tech innovation and data analysis.

Questions?

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

**RESOLUTION AUTHORIZING A BUDGET TRANSFER AND THE PURCHASE AND INSTALLATION OF CARPETING AT THE DEPARTMENT OF HUMAN SERVICES – FACILITY SERVICES / GENERAL GOVERNMENT / FINANCE / BOARD**

**WHEREAS,** there is a need for carpet replacement at the DHS building; and

**WHEREAS,** the scope of the replacement includes purchase and labor for the installation of the carpet; and

**WHEREAS,** the project was competitively bid through U.S. Communities with the local contract being awarded to Seelye Group Ltd; and

**WHEREAS,** there are sufficient funds for this project in the Facility Services fund balance which will require a budget amendment to the fiscal year 2014 budget for this purchase.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the purchase and install of carpet from Seelye Group, Ltd of Lansing Mi. for the Department of Human Services building for a cost not to exceed \$63,000.00.

**BE IT FUTHER RESOLVED** that the Board of Commissioners authorizes the following amendment to the Facility Services Fiscal Year 2014 budget as illustrated below:

	Approved Revised		Proposed 2014	
<u>Fund</u>	<u>2014 Budget</u>		<u>Increase</u>	<u>Amended Budget</u>
631 – Facility Svs	\$ 2,613,939		\$63,000	\$ 2,676,939

**BE IT FINALLY RESOLVED** that the budgetary worksheets showing the detailed line-item changes for the budget amendment will be attached as part of the resolution.

# # #

**MOVED:  
SECONDED:  
CARRIED:**



## **Livingston County Facility Services**

420 South Highlander Way  
Howell, MI 48843  
(517) 546-6491

**DATE:** October 8, 2014,  
**TO:** Livingston County Board of Commissioners  
**FROM:** Chris Folts  
**RE:** Resolution authorizing a Budget Amendment for the replacement of carpet at the Department Of Human Services building

The Facilities Service Department has recognized a need to replace the carpet at the Department of Human Services building. The current carpet is severely worn and in need of replacement.

Facilities Services Department has followed the Counties purchasing policy by piggybacking off of the U.S. Communities contract with the local contract being awarded to Seelye Group Ltd of Lansing, Michigan to remove the old carpet and replace with new carpet.

The cost of the project will not exceed \$63,000.00 and be paid by Facility Services fund balance in which there are sufficient funds. A budget amendment will be necessary to cover this expenditure.

Therefore, we are asking for the amount not to exceed \$ 63,000.00 for the purchase and installation of carpet at the Department of Human Services. If you have any questions or concerns regarding this matter, please contact me.

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

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**RESOLUTION AUTHORIZING THE USE OF A STANDARD AGREEMENT BETWEEN THE COUNTY OF LIVINGSTON, ACTING ON BEHALF OF THE EMS DEPARTMENT, AND THOSE ENTITIES CONTRACTING FOR EMS SERVICES – EMS / HEALTH & HUMAN SERVICES / FINANCE / BOARD**

**WHEREAS,** the EMS Department receives requests to enter into contractual agreements for EMS; and

**WHEREAS,** public and private entities making these requests include but are not limited to: hospitals, nursing homes, hospice agencies, health insurance plans and other healthcare institutions; and

**WHEREAS,** the services requested generally include EMS transportation and medical evaluation; and

**WHEREAS,** each Agreement will include, in part, the entity contracting for services, the dates, times, and services requested, and the compensation to be paid for such services; and

**WHEREAS,** the compensation amount charged by EMS to the entity contracting for services shall be based upon the Medicare allowable rates as set forth by the federal government, which may change from time to time.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners do hereby approve the attached contract to be used as a template for EMS Services between the County of Livingston, acting on behalf of the EMS Department, and those entities contracting for those EMS services as set forth above.

**BE IT FURTHER RESOLVED** that the Livingston County EMS Director or his designee are authorized to enter into and sign future Agreements for such EMS Services without Board of Commissioners' approval, subject to review and approval of each agreement by Civil Counsel, with a copy of all such Agreements provided to the County Administrator.

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**MOVED:  
SECONDED:  
CARRIED:**



**MOBILE EMERGENCY CARE &  
TRANSPORT SERVICES AGREEMENT**

**THIS AGREEMENT**, which is effective on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, is made and entered into by and between the **COUNTY OF LIVINGSTON**, a municipal corporation and political subdivision of the State of Michigan on behalf of the **LIVINGSTON COUNTY EMS Department**, (hereinafter referred to as the "County"), and \_\_\_\_\_ **[ENTITY]**, located at \_\_\_\_\_ (hereinafter referred to as "Contracting Entity").

**WITNESSETH:**

**WHEREAS**, Contracting Entity requests ambulance and non-emergency transport services, to Contracting Entity patients; and

**WHEREAS**, the County has offered to provide mobile emergency care and transportation services; and

**WHEREAS**, Contracting Entity accepts the County's offer subject to the terms and conditions set forth in this Agreement.

**NOW, THEREFORE**, for and in consideration of the mutual covenants hereinafter contained, **IT IS HEREBY AGREED** as follows:

**I. SERVICES TO BE PROVIDED BY THE COUNTY.**

A) The County shall provide Contracting Entity with the following types of services which it may require for patients:

1. Basic Life Support transportation service;
2. Advanced Life Support transportation service; and
3. Evaluation of patients for emergency medical needs upon request of Contracting Entity.

B) The types of transport services specified in subsection A of this section shall be available to Contracting Entity twenty-four (24) hours a day, seven (7) days a week. The type of transport service provided to each patient requiring such service shall be appropriate for the condition and medical requirements of the patient to be transported, as determined by the County's EMS personnel

C) The County shall dispatch to Contracting Entity the appropriate equipment and personnel in response to a call from Contracting Entity for patient transport service. The type of equipment dispatched shall be determined by the County's EMS personnel

**II. COMPENSATION.** The County shall be compensated for the services which it provides under this Agreement at the following per call rates:

- A) Medicare allowable call for basic mobile emergency care service.
- B) Medicare allowable per call for advanced mobile emergency care service.
- C) \_\_\_\_\_ per/hour each patient evaluation and non-transport requested by Contracting Entity.

All Charges for ambulance transports shall be based upon the Medicare allowable rates as set forth by the federal government, which may change from time to time. When charges are properly billed for transports and/or Ambulance Service, the County shall accept the Medicare allowable rates as payment in full. (see [www.cms.gov/Medicare/Medicare-Fee-for-Service-Payment/AmbulanceFeeSchedule/](http://www.cms.gov/Medicare/Medicare-Fee-for-Service-Payment/AmbulanceFeeSchedule/) for current fee schedule)

**III. BILLING AND METHOD OF PAYMENT.** The County shall prepare one (1) bill for each response to a call for service under this Agreement. Each bill shall contain the following information:

- A) The date in which the service was provided;
- B) Name of the patient;
- C) Location to which the patient was transported; and
- D) Information required for Contracting Entity to perform cost recovery related to patient's condition.

All bills shall be mailed to the attention of \_\_\_\_\_. All sums appropriately billed shall be processed and paid within 30 days of date of the bill.

**IV. COMPLIANCE WITH THE LAW AND LICENSE REQUIREMENTS.** The County shall render the services required of it by this Agreement in complete compliance with all applicable Federal, State and local laws, ordinances, rules and regulations. The County and its employees shall also meet all Federal, State and local license and authorization requirements for the types of services which it is required to provide under this Agreement.

**V. INDEPENDENT CONTRACTOR.** It is expressly understood and agreed that the County is an independent contractor. The personnel employed by the County shall in no way be deemed to be and shall not hold themselves out as employees, servants or agents of Contracting Entity.

**VI. INDEMNIFICATION AND HOLD HARMLESS.** Contracting Entity shall, at its own expense, protect, defend, indemnify and hold harmless the County, and their elected and appointed officers, employees and agents from all claims, damages, costs, law suits and expenses, that they may incur as a result of any acts, omissions or negligence of Contracting Entity or any of its officers, employees or agents which may arise out of this Agreement.

Contracting Entity's indemnification responsibilities under this section shall include the sum of damages, costs and expenses which are in excess of the sum paid out on behalf of or reimbursed to the County, their elected and appointed officers, employees and agents by the insurance coverage obtained and/or maintained by the County pursuant to the requirements of this Agreement.

**VII. APPLICABLE LAW AND VENUE.** This Agreement shall be subject to and construed according to the laws of the State of Michigan. In the event any actions arising under this Agreement are brought against the County or any of its officers, employees, servants or agents, the County and Contracting Entity acknowledge that the venue for such action shall be established in accordance with the statutes of the State of Michigan and/or Michigan Court Rules. In the event that any action is brought under this Agreement in or is moved to a Federal Court, the venue for such action shall be the Federal Judicial District of Michigan, Eastern District, Southern Division.

**VIII. WAIVERS.** No failure or delay on the part of either of the parties to this Agreement in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege.

**IX. MODIFICATION OF AGREEMENT.** Modifications, amendments or waivers of any provisions of this Agreement may be made only by the written mutual consent of the parties hereto.

**X. AGREEMENT PERIOD AND TERMINATION.** This Agreement shall become effective on the \_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, and shall continue to the \_\_\_ day of \_\_\_\_\_, 201\_\_\_, at which time it shall terminate.

Notwithstanding any other provision in this Agreement to the contrary, either party may, at any time, terminate this Agreement prior to the termination date set forth herein, upon delivery of written notification of termination to the other party at least thirty (30) days

prior to the date upon which such termination becomes effective.

**XI. PURPOSE OF SECTION TITLES.** The titles of the sections set forth in this Agreement are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this Agreement.

**XII. COMPLETE AGREEMENT.** This Agreement and any Exhibit(s) attached hereto contain all of the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement or any part thereof shall have any validity or bind any of the parties hereto.

**XIII. INVALID/UNENFORCEABLE PROVISIONS.** If any clause or provision of this Agreement is rendered invalid or unenforceable because of any State or Federal statute or regulation or ruling by any tribunal of competent jurisdiction, that clause or provision shall be null and void, and any such invalidity or unenforceability shall not affect the validity or enforceability of the remainder of this Agreement. Where the deletion of the invalid or unenforceable clause or provision would result in the illegality and/or unenforceability of this Agreement, this Agreement shall be considered to have terminated as of the date in which the clause or provision was rendered invalid or unenforceable.

**XIV. CERTIFICATION OF AUTHORITY TO SIGN AGREEMENT.** The persons signing this Agreement on behalf of the parties hereto certify by their signatures that they are duly authorized to sign on behalf of said parties and that this Agreement has been authorized by said parties.

**THE AUTHORIZED REPRESENTATIVES OF THE PARTIES HERETO HAVE FULLY EXECUTED THIS MOBILE EMERGENCY CARE & TRANSPORT SERVICES AGREEMENT IN THE SPACES PROVIDED BELOW:**

**COUNTY OF LIVINGSTON**

**CONTRACTING ENTITY**

\_\_\_\_\_

By: \_\_\_\_\_  
Kevin Wilkinson, Director  
Livingston County EMS  
As authorized by the Livingston  
County Board of Commissioners  
in Resolution: 14-\_\_\_\_\_

\_\_\_\_\_ Date

By: \_\_\_\_\_  
(Signature) \_\_\_\_\_  
Date \_\_\_\_\_  
Name: \_\_\_\_\_  
(Print or Type)  
Title: \_\_\_\_\_  
(Print or Type)

**APPROVED AS TO FORM FOR COUNTY OF  
LIVINGSTON:**

**COHL, STOKER & TOSKEY, P.C.**

**By: MATTIS D. NORDFJORD**

**On:**

N:\Client\Livingston\911\Ags-Contracts\Contracting Entity Agreements\Ambulance Transport Template.doc  
LIV/911: #14-004



# Memorandum

**To: Livingston County Board of Commissioners**  
**From: Jeffrey R Boyd**  
**Date: 10/8/2014**  
**Re: Standard Agreement/Contracts**

Changing health care laws are requiring LCEMS to enter into contracts with all forms of health care providers and insurers. The agreements are driven by quality initiative from our partners to provide best practice transportations services.

The volume of contracts over the next year or two could exceed 800 contracts therefore our request is to have the department director execute these contracts. The department has worked with legal counsel to prepare this contract and resolution.

If you have any questions regarding this matter please contact me.

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**Date:**

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**RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO AMEND RESOLUTION 2012-11-314 AND THE GROUND LEASE AGREEMENT WITH 1056 HANGAR GROUP LLC, A MICHIGAN LIMITED LIABILITY CORPORATION TO ADD AN ADDITIONAL FIVE (5) YEARS TO THE TERM – AIRPORT / GENERAL GOVERNMENT / FINANCE / BOARD**

**WHEREAS,** Livingston County entered into a three year lease agreement 1056 Hangar Group LLC effective January 1, 2013; and

**WHEREAS,** the tenant has requested the lease be extended an additional five (5) years in exchange for painting of the hangar roof(s); and

**WHEREAS,** a clause will be added to the lease agreement that the County can buy out the remainder of the lease extension based upon the value of the painting depreciated over sixty (60) months; and

**WHEREAS,** all other terms of the Agreement will remain unchanged.

**THEREFORE BE IT RESOLVED** the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board to amend Resolution 2012-11-314 and the lease agreement with 1056 Hangar Group, LLC to extend the term of the lease an additional five (5) years.

**BE IT FURTHER RESOLVED** the Livingston County Board Chair is authorized to sign the Agreement as drafted by Civil Counsel.

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**Moved:**

**Supported:**

**Carried:**

**ADDENDUM NO. 1 TO AIRPORT LEASE AND  
CONCESSION AGREEMENT**

**THIS ADDENDUM NO. 1 TO AIRPORT LEASE AND CONCESSION AGREEMENT** is entered this \_\_\_ day of \_\_\_\_\_, 2014, by and between the **COUNTY OF LIVINGSTON** (hereinafter referred to as "LANDLORD"), and **1056 HANGAR GROUP, LLC**, a Michigan corporation (hereinafter referred to as "TENANT"), whose address is 10750 W. Mason Rd., Fowlerville, Michigan 48836, amends and provides supplemental terms to the Airport Lease and Concession Agreement entered into between the Landlord and Tenant on March 6, 2013 (hereafter, "the Lease").

**WITNESSETH:**

**WHEREAS**, on March 6, 2013, the parties entered into the above-referenced Lease for the lease by Tenant of land owned by the County of Livingston at the Livingston County Airport ("the Demised Premises"), for a three-year term expiring on December 31, 2015 (hereafter, "the Initial Term"); and

**WHEREAS**, the parties desire that the hangar buildings on the Demised Premises (which are owned by Tenant as personal property) be improved by exterior painting of the roofs and other minor repairs (hereafter, "the Improvements"), at the Tenant's sole expense; and

**WHEREAS**, if the Tenant completes the Improvements on the Demised Premises within the Initial Term, the Landlord is willing to extend the term of the Lease for an additional five years (hereafter, "the Extended Term"), with annual rental adjustments, provided that the Landlord may terminate the Lease at any time without cause during the Extended Term upon sixty (60) days' notice to the Tenant; and

**WHEREAS**, the Tenant is willing to make the Improvements and agree to continue the Agreement for the Extended Term, but only if the Tenant is able to recover the depreciated cost of the Improvements if the Lease is terminated without cause by the Landlord before the expiration of the Extended Term.

**NOW, THEREFORE, IT IS AGREED** by and between the parties as follows:

1. During the Initial Term of the Lease, the Tenant may contract for exterior painting of the roofs and other minor repairs of the hangar buildings on the Demised Premises ("the Improvements"), and pay the costs of the Improvements in full. The Tenant shall promptly submit copies of all paid invoices and receipts for the Improvements to the Landlord. Upon receipt of the paid invoices and receipts, the Landlord shall prepare a Depreciation Schedule for the cost of the Improvements, which shall depreciate on a straight-line basis (1/60 of the total amount subtracted each month) for a period of sixty (60) months after completion of the Improvements. Upon its preparation by the Landlord, the Depreciation Schedule shall be added to this Addendum as Exhibit A and incorporated by reference.



2. If the Tenant completes the Improvements during the Initial Term of the Lease, then, notwithstanding the provisions in Sec. 2 of the Lease, by which the term of the Lease expires on December 31, 2015, the parties agree that the lease term under the Lease shall be extended for a period of five (5) additional years, i.e., from January 1, 2016 through December 31, 2020 ("the Extended Term"), subject to the Landlord's right to terminate the Lease at any time without cause during the Extended Term upon sixty (60) days' written notice to the Tenant, which termination shall require the Landlord to pay Tenant the then-depreciated value of the Improvements according to the Depreciation Schedule, as of the day the termination becomes effective. The parties acknowledge that the cost of the Improvements may depreciate to zero before the expiration of the Extended Term.

3. The rental payment for the Demised Premises during the Extended Term shall be initially established for 2016 by adjusting the 2015 rent per the Consumer Price Index as provided in Sec. 3 of the Lease, which rental payment shall thereafter be adjusted annually during the Extended Term as provided in Sec. 3 of the Lease.

4. The hangar buildings and all Improvements made thereto on the Demised Premises by the Tenant shall remain the personal property of the Tenant, as provided in Sec. 7 of the Lease. However, the Tenant's right to sell or remove the buildings at the end of the Lease, either during or at the expiration of the Initial Term or the Extended Term, remains subject to the Landlord's First Right of Refusal to Purchase the Buildings, as provided in Sec. 8 of the Lease.

5. Except as modified by this Addendum, all other terms and conditions of the Lease shall remain in full force and effect during the Initial Term and the Extended Term, including but not limited to the Landlord's right under Sec. 17 of the Lease to terminate the Lease for the Tenant's breach or default of the Lease. In the event of any discrepancy between the terms of the Lease and the terms of this Addendum, the terms of this Addendum shall control. This Addendum shall become effective on the date first above written.

IN WITNESS WHEREOF, the authorized representatives of the parties hereto have executed this Addendum No. 1 on the day and year first above written.

**LANDLORD:**

COUNTY OF LIVINGSTON

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Carol S. Griffith, Chairperson

**TENANT:**

1056 HANGAR GROUP, LLC

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

**APPROVED AS TO FORM FOR COUNTY  
OF LIVINGSTON:  
COHL, STOKER & TOSKEY, P.C.  
By: TIMOTHY M. PERRONE  
On:**

n:\client\livingston\airport\amendments\addendum no. 1 to lease w 1056 hangar group, llc.doc  
LIV/Airport #12-003



## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Mark D. Johnson**  
**Airport Manager**  
**Date: October 7, 2014**  
**Re: 1056 Hangar Group Lease Extension**

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The 1056 Hangar Group owns the older T-hangars along Grand River Avenue. They were initially granted a three year lease agreement as we anticipated that there may be other uses for that area of the airport in the future.

The group has requested that a lease extension be granted in order to give them time to amortize improvements they would like to make to the leasehold, the painting of the roof of the buildings. The roofs have needed paint for many years and painting them would be an asset to the airport.

Civil Counsel has prepared an agreement that will provide a five year extension to the lease agreement. All other terms and conditions of the lease will remain unchanged. The Agreement includes a buyout clause for the county if there is interest in that area of the airport during the time of this extension, the value of the improvements will be amortized over a sixty month period and the amount of the buyout will decrease each month of the extension and be zero at the end of the extension.

If you have any questions regarding this matter please contact me.

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

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**RESOLUTION TO SIGN LETTER OF COMMITMENT FOR THE 2015 SEMCOG COLLABORATIVE DIGITAL ORTHOIMAGERY PROJECT - INFORMATION TECHNOLOGY**

**WHEREAS,** the County has committed to providing accurate and up-to-date Digital Orthoimagery as a foundation to the GIS database; and

**WHEREAS,** an opportunity to greatly reduce the cost for digital orthoimagery through a partnership with Southeastern Michigan Council of Governments (SEMCOG), and several southeastern Michigan Counties in a regional orthophotography flight in the spring of 2015; and

**WHEREAS,** several local units and the Livingston County Road Commission have expressed an interest in sharing the cost of 2015 Digital Orthoimagery Project; and

**WHEREAS,** the County would enter into a contract with SEMCOG to coordinate with the State of Michigan; and

**WHEREAS,** the County will commit funds based on the percentage of square miles in the seven county southeastern Michigan region (Livingston County, 15.86% of total SEMCOG area, excepting Oakland County); and

**WHEREAS,** funds will be made available in the FY2015 IT Budget and the cost shall not exceed \$66,016.65; and

**WHEREAS,** the Information Technology/GIS Division anticipates local units and agency contributions to be, \$61,016.65; leaving the \$5,000 Livingston County Information Technology contribution; and

**WHEREAS,** this Resolution has been recommended for approval by the Technology Committee at their Monday, October 6, 2014 meeting.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves signing the letter of intent for the 2015 Regional Orthoimagery Project with SEMCOG of 535 Griswold Street, Suite 300, Detroit, Michigan 48226. The cost for the contract shall not exceed \$66,016.65.

**BE IT FURTHER RESOLVED** that the Board Chair is authorized to sign said letter of intent to become a partner in the 2015 Regional Digital Orthoimagery Project.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners authorizes the Board Chair to sign any and all documents related to this project, once recommended as to form by County Legal Counsel.

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**MOVED:  
SECONDED:  
CARRIED:**

Southeast Michigan 2015 Orthoimagery Project  
 Hartland 3 inch Buy-Up Request and Total Cost

<b>Imagery Product</b>	<b>Area in Square Miles</b>	<b>Calculated by Area</b>	<b>Average</b>
<b>Hartland 3 inch with 500ft buffer</b>	39.59	\$14,218.59	\$14,218.59
<b>Hartland 6 inch no buffer</b>	37.24	N/A	\$2,775.53
<b>Total</b>			<b>\$16,994.12</b>

<b>Total Buy-Up Cost</b>	<b>\$16,994.12</b>	<b>Cost per Sq Mile:</b>	<b>\$359.14</b>
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3 inch pixel resolution will cost an additional \$359.14 per square mile if we capture < 100 sq miles  
 Hartland is contributing an additional \$13,543.17 for 3 inch imagery for their township + 500ft to cover this upgrade 100%

Southeast Michigan 2015 Orthoimagery Project  
Hartland 3 inch Buy-Up Request and Total Cost

0.153042727

**Southeast Michigan 2015 Orthoimagery Project**  
**Partner with State of Michigan**  
**Cost per Partner for Buy-Up Option (Countywide 6 inch and Hartland ONLY 3 inch pixel resolution)**

Community	Area in Square Miles	2010 Census Population	Parcel Count	Split by Area	Split by Population	Split by Parcel	Average	3 inch Upgrade
Brighton City	3.54	7,444	3,413	\$238.00	\$1,616.60	\$1,558.77	\$1,137.79	\$0.00
Brighton Twp	34.63	17,791	8,512	\$2,325.27	\$3,863.63	\$3,887.56	\$3,358.82	\$0.00
Cohoctah	38.44	3,317	1,888	\$2,581.01	\$720.35	\$862.28	\$1,387.88	\$0.00
Conway	37.79	3,546	1,857	\$2,537.44	\$770.08	\$848.12	\$1,385.21	\$0.00
Deerfield	37.64	4,170	2,289	\$2,526.84	\$905.59	\$1,045.42	\$1,492.62	\$0.00
Fowlerville	2.27	2,886	1,048	\$152.47	\$626.75	\$478.64	\$419.29	\$0.00
Genoa	36.15	19,821	8,777	\$2,427.01	\$4,304.49	\$4,008.59	\$3,580.03	\$0.00
Green Oak	37.03	17,476	8,225	\$2,485.98	\$3,795.23	\$3,756.48	\$3,345.90	\$0.00
Hamburg	36.07	21,165	10,591	\$2,421.79	\$4,596.36	\$4,837.07	\$3,951.74	\$0.00
Handy	32.23	5,120	2,719	\$2,163.97	\$1,111.90	\$1,241.81	\$1,505.89	\$0.00
Hartland	37.24	14,663	5,784	\$2,500.60	\$3,184.33	\$2,641.64	\$2,775.53	\$14,218.59
Howell City	5.13	9,489	3,362	\$344.52	\$2,060.71	\$1,535.48	\$1,313.57	\$0.00
Howell Twp	32.03	6,702	3,464	\$2,150.73	\$1,455.46	\$1,582.06	\$1,729.42	\$0.00
Iosco	35.44	3,801	2,083	\$2,379.27	\$825.46	\$951.34	\$1,385.35	\$0.00
Marion	35.86	9,996	5,022	\$2,407.35	\$2,170.81	\$2,293.62	\$2,290.59	\$0.00
Oceola	36.76	11,936	5,790	\$2,468.34	\$2,592.12	\$2,644.38	\$2,568.28	\$0.00
Pinckney	1.65	2,427	1,074	\$110.96	\$527.07	\$490.51	\$376.18	\$0.00
Putnam	33.94	5,821	3,355	\$2,279.00	\$1,264.13	\$1,532.28	\$1,691.81	\$0.00
Tyrone	36.73	10,020	4,467	\$2,466.08	\$2,176.02	\$2,040.15	\$2,227.42	\$0.00
Unadilla	34.72	3,366	2,325	\$2,331.42	\$730.99	\$1,061.86	\$1,374.76	\$0.00
<b>Total</b>	<b>585.31</b>	<b>180,957</b>	<b>86,045</b>	<b>\$39,298.06</b>	<b>\$39,298.06</b>	<b>\$39,298.06</b>	<b>\$39,298.06</b>	<b>\$14,218.59</b>

	Total Buy-Up Cost	\$51,798.06	Cost per Sq Mile:	\$67.14
Countywide Partners	LCGIS	\$5,000		
	LCDC	\$5,000	Cost Per Parcel:	\$0.46
	LCRC	\$2,500	Cost Per Resident:	\$0.22
		<b>\$39,298.06</b>		

<b>Total for COUNTY</b>	<b>\$66,016.65</b>
<b>Hartland Total</b>	\$16,994.12

6 inch pixel resolution will cost an additional \$82.53 per square mile if we capture > 500 sq miles  
 If split equally, community partners would contribute \$2,245.50 each

3 inch pixel resolution will cost an additional \$359.14 per square mile if we capture < 100 sq miles  
 Hartland is contributing an additional \$13,543.17 for 3 inch imagery for their township + 100ft

**Southeast Michigan 2015 Orthoimagery Project Estimate**  
**6 inch pixel resolution at \$115.46 / square mile**

County	Square Feet	Square miles without buffer	Percent of Region	Square miles including half mile buffer
Livingston	16319110876.76	585.37	15.86%	625.79
Macomb	13484712506.04	483.70	13.10%	517.10
Monroe	15506631147.50	556.22	15.07%	594.64
St. Clair	20238019446.21	725.94	19.67%	776.07
Washtenaw	20138417460.52	722.37	19.57%	772.25
Wayne	17215150596.68	617.51	16.73%	660.15
<b>Regional Total</b>	<b>102902042033.72</b>	<b>3691.10</b>	<b>100.00%</b>	<b>3946</b>
43560				
27878450				
<b>Total Project Cost</b>		<b>\$129,941.78</b>		
USGS		\$0		
State of Michigan		\$38,986		
SEMCOG		\$45,000		
DWSD		\$45,000		
		<b>\$955.30</b>	<b>6 inch upgrade</b>	<b>total county expense</b>
Livingston	15.86%	\$151.50	\$51,646.56	\$51,798.06
Macomb	13.10%	\$125.19	\$42,676.29	\$42,801.47
Monroe	15.07%	\$143.96	\$49,075.24	\$49,219.19
St. Clair	19.67%	\$187.88	\$64,049.09	\$64,236.97
Washtenaw	19.57%	\$186.96	\$63,733.87	\$63,920.82
Wayne	16.73%	\$159.82	\$54,482.34	\$54,642.16
<b>Regional total</b>	<b>100.00%</b>	<b>\$129,941.78</b>	<b>\$231,341</b>	<b>\$361,282.31</b>

Cost is \$32.93 / sq mile for 1 foot resolution if flying > 5000 sq miles

70/30 split

Partners pay - \$23.05 / sq mile

State pays - \$9.88 / sq mile

Upgrade to 6 inch pixel resolution will cost an additional \$82.53 per square mile > 500 sq miles





# Memorandum

**To: Livingston County Board of Commissioners**  
**From: Richard Malewicz, CIO**  
**Date: 9/8/2014**  
**Re: 2015 Digital Orthoimagery Project**

Through coordinated efforts, six Southeastern Michigan Counties, the Southeastern Michigan Council of Governments (SEMCOG) and other regional partners have decided to create a partnership that greatly reduces the cost of Digital Orthoimagery for 2015. Through this cooperative effort we intend to reduce the cost of orthoimagery by 30-40% for each County.

**HISTORICAL COST OF LIVINGSTON COUNTY ORTHOPHOTOGRAPHY:**

Year	2000	2002	2003	2005*	2008*	2010*
Vendor	Walker/Sanborn	Sanborn	Aerocon	EarthData	Sanborn	Woolpert
Coverage	Full County (576 square miles)	SE quadrant (144 square miles)	NE quadrant (144 square miles)	Full County (576 square miles)	Full County (576 square miles)	Full County (576 square miles)
Product	6" pixel resolution true-color orthoimagery	6" pixel resolution true-color orthoimagery	6" pixel resolution true-color orthoimagery	6" pixel resolution true-color orthoimagery	12" pixel resolution true-color orthoimagery	12" pixel resolution true-color orthoimagery
Project Cost	<b>\$300,535</b>	<b>\$71,765</b>	<b>\$47,781</b>	<b>\$11,565</b>	<b>\$26,013</b>	<b>\$7,101.08</b>

\* = Regional partnerships in action to acquire designated orthoimagery product

Estimated costs are based on the percentage of land area that Livingston County covers (15.86%) within the SEMCOG region, with the exception of Oakland County. A more detailed chart titled [2015 Weighted Cost Estimate – 6 inch Upgrade](#) displays the regional cost for each of the six participating counties and SEMCOG.

This project also included the option to upgrade to 3 inch pixel resolution imagery. Hartland Township requested this 3 inch pixel resolution upgrade for their area of interest for which they will cover 100% of the associated costs. A more detailed chart titled [2015 Hartland Twp Cost Estimate – 3 inch Upgrade](#) displays the costs to Hartland Township for this upgrade.

SEMCOG has agreed to manage the project with the State of Michigan and the selected orthophotography vendor. The vendor (Sanborn) was selected through a formal RFP process that began the Summer of 2012 by the State of Michigan as part of the MiSAIL Program. The State of Michigan coordinated with the vendor to set the imagery specifications, which meet the Livingston County digital orthophotography standards. Similar partnerships have been very successful in past projects with SEMCOG and throughout regions across the United States.

Funding for this project will be proposed in the 2015 Budget. A cost sharing partnership with the local units of government and the Livingston County Road Commission is also being proposed to assist in recovering up to 70-80% of the costs of this project, estimated at \$66,016.65. A more detailed chart titled [2015 Livingston County Partnership Cost Estimate](#) displays the proposed weighted cost to each local unit if they choose to participate in this cost sharing initiative. If Livingston County wishes to participate, submission of a partnership letter to SEMCOG is requested by October 1, 2014. This letter is committing County funds for the 2015 flight in an amount not to exceed \$66,016.65.

If you have any questions regarding this project please contact me.

Letter of Intent to Become a Partner in the  
2015 Aerial Acquisition

Livingston County plans to partner with SEMCOG and the State of Michigan to acquire high resolution imagery for the year 2015. Based on the Concept Plan for this flight

\_\_\_\_\_, intends to become a partner with Livingston  
(agency name) County in this project.

More information about the Statewide imagery acquisition can be found on the State's web site

[http://www.michigan.gov/cgi/0,4548,7-158-52927\\_53037\\_12699\\_63834-293865--,00.html](http://www.michigan.gov/cgi/0,4548,7-158-52927_53037_12699_63834-293865--,00.html)

**Project Cost:** We understand that Livingston County's portion of the total cost for this multi-county collaborative project will be between \$45,000 and \$66,100, based on final photography specifications. Costs will be shared among local unit partners based on area, population and parcel count, with cost shares for other partners to be negotiated. We also understand that this amount for each partner may vary based on the total numbers of partners. Attached is the anticipated cost for Livingston County entities.

The partners will jointly own imagery, distribution practices will follow the Livingston County Intergovernmental Agreement stipulations and Livingston County GIS pricing schedules, see attached.

Authorizing signature \_\_\_\_\_  
Has the authority to sign contracts and to commit agency funds.

Title \_\_\_\_\_

Date \_\_\_\_\_

Letter of Intent to Become a Partner in the  
2015 Aerial Acquisition

SEMCOG plans to partner with the State of Michigan to acquire high resolution imagery for the year 2015. Based on the Concept Plan for this flight

\_\_\_\_\_, intends to become a partner in this project.  
(agency name)

More information about the Statewide imagery acquisition can be found on the State's web site

[http://www.michigan.gov/cgi/0,4548,7-158-52927\\_53037\\_12699\\_63834-293865--,00.html](http://www.michigan.gov/cgi/0,4548,7-158-52927_53037_12699_63834-293865--,00.html)

**Project Cost:** We understand that the total cost of this project will be between \$151,000 and \$443,000, based on final photography specifications. See attached weighted cost chart. Costs will be shared among county partners based on area, with cost shares for other partners to be negotiated. We also understand that this amount for each partner may vary based on the total numbers of partners.

The partners will jointly own imagery, distribution to others will follow each partners own standard practices and pricing schedules.

Authorizing signature \_\_\_\_\_  
Has the authority to sign contracts and to commit agency funds.

Title \_\_\_\_\_

Date \_\_\_\_\_

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

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**RESOLUTION TO AUTHORIZE AGREEMENTS WITH THE INGHAM HEALTH PLAN CORPORATION D/B/A LIVINGSTON HEALTH PLAN – PUBLIC HEALTH / HEALTH & HUMAN SERVICES / FINANCE / BOARD**

**WHEREAS,** the Ingham Health Plan Corporation d/b/a Livingston Health Plan has contracted with Livingston County Department of Public Health to purchase health care services to serve low income Livingston County residents, including hearing and vision screening, outreach services, communicable disease services and public health community nursing services for the period of October 1, 2014 through December 31, 2014; and

**WHEREAS,** the Ingham Health Plan Corporation d/b/a Livingston Health Plan has contracted with Livingston County to assure mechanisms exist to determine eligibility and to enroll persons into the Livingston Health Plan; and

**WHEREAS,** the Federal government has approved Michigan’s Medicaid State Plan Amendment No. 05-13, effective June 1, 2006, which creates an “Indigent Care Agreements Pool” for hospitals qualifying for Medicaid Disproportionate share (“DSH”) payments to receive DSH payments under the Indigent Care Agreements Pool so long as: (a) the hospital has an Indigent Care Agreement with a local health care entity, such as Ingham Health Plan Corporation d/b/a Livingston Health Plan; and (b) the Indigent Care Agreement stipulates that direct or indirect health care services be provided to low-income patients with special needs who are not covered under other public or private health care programs; and

**WHEREAS,** both the Federal government and the State of Michigan participate in the financing of the Indigent Care Agreements Pool, with the Federal government matching the State’s portion pursuant to the Federal medical assistance percentage formula; and

**WHEREAS,** certain intergovernmental transfers of public funds from Livingston County may be made to the State of Michigan to be used as the State’s share in claiming the Federal match.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners authorizes an **amendment extending the contract** with the Ingham Health Plan Corporation d/b/a Livingston Health Plan, **for the period of October 1, 2014 to December 31, 2014** whereby the Public Health Department will provide hearing and vision screening, outreach services, communicable disease services, public health community nursing services for \$67,450 enrollment and transition services to the targeted population for \$35,000.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the County Treasurer and the Financial Officer to implement an intergovernmental transfer up to \$67,450, to the State of Michigan for the purpose of participating in the financing of the non-federal share of DSH payments made under the Indigent Care Agreements Pool to be paid to qualifying hospitals who have signed Indigent Care Agreements with Ingham Health Plan Corporation d/b/a Livingston Health Plan, so long

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as Ingham Health Plan Corporation d/b/a Livingston Health Plan maintains a current Indigent Care Agreements with those hospital(s).

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners hereby authorizes a budget amendment transferring \$67,450 from the Health Department Org 22160100 to the General Fund Org 10160100 to effectuate the above.

**BE IT FURTHER RESOLVED** that the Chair of the Livingston County Board of Commissioners is hereby authorized to sign an amendment to the contract with Ingham Health Plan Corporation d/b/a Livingston Health Plan, to implement the changes authorized by this resolution upon review and approval by Civil Counsel.

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**MOVED:**  
**SECONDED:**  
**CARRIED:**



**LIVINGSTON COUNTY, MICHIGAN**  
**DEPARTMENT OF PUBLIC HEALTH**

2300 E. Grand River Ave. Suite 102  
Phone 517-546-9850 Fax 517-5466995  
Web Site: [www.livgov.com](http://www.livgov.com)

## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Dianne McCormick**  
**Date: September 29, 2014**  
**Re: Resolution to Authorize Agreements with the Ingham Health  
Plan Corporation d/b/a Livingston Health Plan**

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For the past nine years the Livingston County Board of Commissioners approved entering into a contract with the Ingham Health Plan d/b/a Livingston Health Plan to provide public health services for area residents for enrollment and outreach services for the Livingston Health Plan. The contract is being extended for one final quarter from October 1, 2014 thru December 31, 2014 for \$67,450 of which \$35,000 is being allocated for Healthy Michigan enrollment and transition services. It is not anticipated any additional extensions beyond December 31, 2014. A budget amendment is also being proposed so that the transfer of \$67,450 can be made.

If you have any questions regarding this matter please contact me.

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE: October 7, 2014**

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**RESOLUTION APPROVING THE APPOINTMENT OF JONAH SJOQUIST AS PART TIME MAGISTRATE FOR THE 53<sup>RD</sup> DISTRICT COURT.**

**WHEREAS,** the 53<sup>rd</sup> District Court has hired Jonah Sjoquist as a part time (20 hours per week) Law Clerk (replacing Danielle Webb);

**WHEREAS,** this position is an existing position and the job description for this position requires “on call” duties; and

**WHEREAS,** the law clerk meets all of the requirements under MCL 600.8507 to become a magistrate; he has been approved by the Chief Judge, he is a registered elector in the County of Livingston, he is licensed to practice law in the State of Michigan, and he has a performance bond in the amount of \$50,000; and

**WHEREAS,** Jonah Sjoquist, as a part time District Court Law Clerk will serve as back up magistrate when necessary and for after hours on call duties; and

**WHEREAS,** and funding for this position is provided for in the current budget; and

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby approves the appointment of Jonah Sjoquist, part time law clerk, as a 53<sup>rd</sup> District Court magistrate.

**MOVED:  
SECONDED:  
CARRIED:**





## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Debra Kubitskey, District Court Administrator**  
**Date: October 7, 2014**  
**Re: Part Time Law Clerk - Magistrate**

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We would respectfully request your approval of Resolution 4724 from the District Court. We are seeking approval of this resolution in order to assist the District Court judges in fulfilling District Court requirements, especially after hours on call scheduling. This position is an existing position, previously held by Danielle Webb, and is therefore provided for in the 2014 budget; therefore, this resolution is not seeking additional positions, rather sharing duties of current positions. The job description of the part time Law Clerks at the District Court require them to assist in back up duties as magistrate, as well as after hours on call duties. Since Jonah is new, he must be approved as a Magistrate in order to assist as needed. Approval of this resolution would greatly assist in the continuity of operations in providing some back up and assistance to the Judge's in the magistrate duties of 53<sup>rd</sup> District Court, at no cost to the court or county.

If you have any questions regarding this matter please contact me.  
Thank you in advance for your consideration.

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION APPROVING MODIFICATION #3 TO THE WORKFORCE INVESTMENT ACT COMPREHENSIVE 5-YEAR LOCAL PLAN CURRENTLY APPROVED THROUGH JUNE 30, 2017 – MICHIGAN WORKS!/HEALTH & HUMAN SERVICES COMMITTEE/FINANCE/BOARD**

**WHEREAS,** The Workforce Investment Act (WIA) of 1998 authorizes programs and services mandated for the inclusion in the Michigan Works! System; and

**WHEREAS,** The WIA requires a 5-year plan to guide strategic planning, and

**WHEREAS,** in Resolution 2012-11-313 on November 19, 2012, The Livingston County Board of Commissioners approved the original WIA Comprehensive 5-Year Local Plan for the time period July 1, 2012 through June 30, 2017; and

**WHEREAS,** modifications to the plan were approved by the Board on August 19, 2013 in Resolution 2013-8-214 and on November 18, 2013 in Resolution 2013-11-337; and

**WHEREAS,** The WIA 5-year local plan requires modifications for waivers and Performance Standards to be incorporated; and

**WHEREAS,** The State of Michigan has awarded a waiver extension to Livingston County Michigan Works! allowing up to a 75% transfer between the WIA Adult and WIA Dislocated Worker funding sources through 6/30/2015; and

**WHEREAS,** The State has awarded a waiver exempting On-the-Job Training participants from being counted in “credential attainment” Performance Standards; and

**WHEREAS,** The State has released new Performance Standards for FY 2014 (7/1/14 through 6/30/15); and

**WHEREAS,** The Workforce Development Agency, State of Michigan (WDASOM) requires the Board of Commissioners to approve the modification to the 5-Year plan incorporating this waivers; and

**WHEREAS,** The Workforce Development Council will review the plan modification at their meeting on 9/18/14.

**IT IS THEREFORE RESOLVED** that the Livingston County Board of Commissioners hereby approves the modification of the WIA Comprehensive 5-Year Local Plan (modification # 3) currently approved through June 30, 2017 with the Workforce Development Agency, State of Michigan.

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**BE IT FURTHER RESOLVED** that the Chair is authorized to sign said plan modification and FY 2014 Performance Standard approval forms for submission to the Workforce Development Agency, State of Michigan.

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**MOVED:**  
**SECONDED:**  
**CARRIED:**



## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Bill Sleight, Director, Livingston County Michigan Works!**  
**Date: 9/8/2014**  
**Re: Workforce Investment Act (WIA) Comprehensive 5-Year Local  
Plan Modification #3 for the period July 1, 2012, through June  
30, 2017**

Michigan Works! Agencies (MWAs) are required to have a Workforce Investment Act (WIA) 5-year plan in place to help guide strategic planning. These need to be renewed every five years and modified as needed to reflect changes in required Performance Standards, waivers approved by the State of Michigan, changes to strategic focus, etc... On November 19, 2012, the Livingston County Board of Commissioners approved a new, original WIA 5-year plan for the time period 7/1/12 through 6/30/17 in Resolution 2012-11-313. Additionally, on 8/19/13 in Resolution 2013-8-214, the Board approved several amendments (Modification # 1) to the plan including waivers granted by the State of Michigan and updated Performance Standards for Fiscal Year 2013. Also, on 11/18/13 in Resolution 2013-11-337, the Board of Commissioners approved an additional waiver allowing transfer of up to 75% of funds between the WIA Adult and WIA Dislocated Worker funding sources (Modification #2).

There are three changes that need to be made to the currently approved WIA 5-year plan:

1. The State of Michigan is allowing an extension of the waiver to transfer up to 75% between WIA Adult and WIA Dislocated Worker. Originally, this waiver expired on 6/30/14 but has now been extended through 6/30/2015. Having the ability to transfer 75% between WIA Adult and WIA Dislocated Worker will provide Livingston County Michigan Works! with additional flexibility to meet the training needs of Livingston County employers and job seekers.
2. Livingston County Michigan Works! (LCMW) requested and received a waiver exempting job seekers in On-the-Job Training (OJT) from being counted in WIA "credential attainment" Performance Standards. LCMW has been using OJTs extensively over the last year and a half. Since OJTs provide training focused on gaining specific skills rather than credential attainment, these OJTs will count negatively on the "credential attainment" Performance Standards as credentials are not available through this type of training. This waiver will still require that classroom based training, where

credential attainment is the goal, be subject to the “credential attainment” Performance Standard. This waiver is approved through 6/30/16.

- For Fiscal Year 2014 (7/1/14 through 6/30/15), the Workforce Development Agency, State of Michigan, has released updated Performance Standards. These need to be incorporated into the WIA 5-year plan. Standards for FY 2014 are as follows:

Program/Funding Source	Entered Employment Rate	Employment Retention Rate	Average Earnings (6 months)	Employment and Credential Rate
WIA Adult	90%	93%	\$16,500	82%
WIA Dislocated Worker	95%	92%	\$17,900	84%

Program/Funding Source	Entered Employment Rate	Employment Retention Rate	Average Earnings increase (6 months)	Employment and Credential Rate
WIA Older Youth	84%	90%	\$3,400	80%

Program/Funding Source	Skill Attainment Rate	Diploma or Equivalent Attainment Rate	Retention Rate
WIA Younger Youth	92%	91%	86%

	Employer Satisfaction score	Participant Satisfaction score
Performance Level	86	93

Each Michigan Works! Agency (MWA) must modify their WIA Comprehensive Five-Year Local Plan when waivers are approved or Performance Standards are released by the State of Michigan. The currently approved WIA Five-Year plan is approved through June 30, 2017, pending annual modifications for updated Performance Standards and Waiver requests.

The WIA Five-Year plan modification requires approval of the Livingston County Workforce Development Council and Livingston County Board of Commissioners. At their meeting on 9/18/14, the Workforce Development Council will review the plan modification. A resolution approving the WIA 5-year plan modification #3 is attached for your consideration.

If you have any questions regarding this matter please contact me.

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

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**RESOLUTION APPROVING APPLICATIONS FOR THE SKILLED TRADE TRAINING FUND (STTF) FOR FY 2014 – Michigan Works!/Health & Human Services Committee/Finance/Board**

**WHEREAS,** The State of Michigan has allocated \$10 million dollars in the 2015 budget (10/1/14 through 9/30/15) for a competitive grant program called the Skilled Trade Training Fund; and

**WHEREAS,** the goal of this program is to provide On-The-Job, classroom, Incumbent Worker and Apprenticeship training that is directly linked to job opportunities identified by local employers; and

**WHEREAS,** Michigan Works! Agencies will be responsible for accepting, reviewing, recommending and submitting applications for funds to the Workforce Development Agency, State of Michigan (WDASOM); and

**WHEREAS,** it is expected that Livingston County Michigan Works! will submit numerous applications during FY 2014. Total awards in this grant program may exceed \$300,000 and individual awards may exceed \$25,000. Grants are competitively bid and total award amounts will not be known until all applications are approved or rejected by WDASOM; and

**WHEREAS,** last fiscal year, Livingston County was awarded over \$495,000 to provide training at 8 different companies; and

**WHEREAS,** Resolution #2013-09-281 requires that grants with a potential award of over \$25,000 in a single calendar year require approval by the Livingston County Board of Commissioners prior to submission of the grant application, and grant applications for awards under \$25,000 may be approved by the County Administrator; and

**WHEREAS,** since funding availability is expected to be very competitive and awarded quickly, it is essential that Michigan Works! be able to forward applications to the state as they are received.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners approves the submission of all applications for the Skilled Trade Training Fund to the Workforce Development Agency, State of Michigan through 9/30/2015.

**BE IT FURTHER RESOLVED** that the Director of Livingston County Michigan Works! be authorized to submit grant applications as well as any future amendments for monetary and contract language adjustments to the Workforce Development Agency, State of Michigan in accordance with program guidelines; and that the County Administrator be notified when applications are received and when grant awards are made.

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**MOVED:  
SECONDED:  
CARRIED:**



## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Bill Sleight, Director, Livingston County Michigan Works!**  
**Date: 10/2/2014**  
**Re: Skilled Trade Training Fund (STTF)**

The State of Michigan has appropriated \$10 million for the Skilled Trade Training Fund (STTF) for the fiscal year beginning October 1, 2014. The program will fund training that is directly connected to a new job or for upgrading skills of existing employees. Training may include on-the-job training, classroom training, incumbent worker training or apprenticeship training. Funding is competitive and applications must reflect well-developed plans documenting the need for the training and the availability of actual jobs. Applications can be initiated by employers, training providers, economic development organizations or other interested parties. However, only Michigan Works! agencies can submit the grant applications to the Michigan Workforce Development agency for approval.

Livingston County Michigan Works! will be working with Ann Arbor SPARK and other partners to recruit employers and create programs that meet their talent needs. Since this is a competitive program, there is no way of forecasting the amount of revenue we will receive. However, we project that we will apply for at least \$300,000 on behalf of local employers. Individual applications may range from a few thousand dollars to over \$25,000. These grants do not require any match from the county General Fund although applications which show matched or leveraged funds from employers and from other federal and state workforce programs will receive higher ratings during the review. Livingston County Michigan Works! is responsible for reviewing applications and recommending their approval/denial to the Workforce Development Agency, State of Michigan (WDASOM). The state has the final say in training approval/denial and they are committed to reviewing all applications within three business days. It is expected that local Michigan Works! agencies will expedite their review process as well.

Last fiscal year, Livingston County was awarded over \$495,000 to 8 different companies. These funds were used for On-the-Job training of new employees and Incumbent Worker training to help companies promote internally.

Resolution #2013-09-281 requires that grants with a potential award of over \$25,000 in a single calendar be approved by the Livingston County Board of Commissioners prior to submission of the grant application. Grant applications for awards under \$25,000 may be approved by the County Administrator. To meet the quick turn-around time between application submittal, review and approval, we are requesting approval to submit all applications received for the FY 2014 Skilled Trades Training Fund to the state as they are received and reviewed. We will notify the County Administrator as applications are received and when a grant award is made.

The State of Michigan will not be issuing contracts or grant agreements for the Skilled Trade Training Fund. Instead, they are requiring that we invoice them for reimbursement of training and administrative costs. We will be issuing locally developed agreements with the training providers and employers.

Attached is a resolution for your consideration. If you have any questions regarding this matter please contact me.



RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

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**RESOLUTION AUTHORIZING PROJECT AUTHORIZATION 2012-0118/P17 FOR FISCAL YEAR 2015 TRANSPORTATION TO WORK GRANT BETWEEN THE MICHIGAN DEPARTMENT OF TRANSPORTATION AND THE LIVINGSTON COUNTY BOARD OF COMMISSIONERS - L.E.T.S. / GENERAL GOVERNMENT / FINANCE / BOARD**

**WHEREAS,** for fiscal year 2015 the Federal Transit Administration (FTA) has deleted the Job Access and Reverse Commute (JARC) grant that L.E.T.S. has received for many years which reimbursed eligible expenses 50% by the FTA and 50% by Michigan Department of Transportation (MDOT) 50% and was a separate grant; and

**WHEREAS,** the replacement grant is now called the Transportation to Work grant, it is included in the regular formula operating funding, however at the MDOT level it requires a separate grant to distribute the funds and the revenues and expenditures will be included on the Livingston County General Ledger with the regular operating grant and will be reported quarterly to MDOT's as one quarter of total eligible operating expenses; and

**WHEREAS,** the full amount of the grant is Seventy-Seven Thousand Six Hundred and Seventy dollars (\$77,670) will now be funded by MDOT at 100% of the grant less ineligible costs; and

**WHEREAS,** the term of the grant is October 1, 2014 through September 30, 2015.

**THEREFORE, BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes execution of Project Authorization 2012-0118/P17 for fiscal year 2015 Transportation to Work grant between the Michigan Department of Transportation (MDOT) and the Livingston County Board of Commissioners in an amount not to exceed Seventy-Seven Thousand Six Hundred and Seventy dollars (\$77,670).

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners authorize the Board Chair to sign project authorization 2012-0118/P17 once reviewed and recommended as to form by Mark Koerner, Legal Counsel for L.E.T.S.

**BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners hereby appoints Douglas Britz as the Transportation Coordinator for all public transportation matters and who is authorized to provide such information as deemed necessary by the Commission or Department for its Administration of the Transportation to Work grant.

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**MOVED:  
SECONDED:  
CARRIED:**



## Memorandum

**To:** Livingston County Board of Commissioners  
**From:** Doug Britz, L.E.T.S. Director  
**Date:** September 22, 2014  
**Re:** RESOLUTION AUTHORIZING PROJECT AUTHORIZATION 2012-0118/P17  
FOR FISCAL YEAR 2015 TRANSPORTATION TO WORK GRANT  
BETWEEN THE MICHIGAN DEPARTMENT OF TRANSPORTATION AND  
THE LIVINGSTON COUNTY BOARD OF COMMISSIONERS – L.E.T.S. /  
General Government

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Attached is a resolution for your consideration and approval authorizing project authorization 2012-0118/P17 for fiscal year 2015 between the Michigan Department of Transportation (MDOT) and the Livingston County Board of Commissioners for the newly created Transportation to Work grant which replaces the Job Access and Reverse Commute (JARC) grant that L.E.T.S. has received for the last 5 years. The new grant is now 100% funded by the Federal Transit Administration administered by and reported (quarterly) to MDOT. The funding will be included in the L.E.T.S. regular formula operating funds, however will be kept separate at the MDOT level.

This new Transportation to Work grant term is October 1, 2014 – September 30, 2015 and the total amount of the grant is Seventy-Seven Thousand Six Hundred and Seventy dollars (\$77,670) net of eligible expenses.

Once the grant is approved by the full Board and approved as to form by the L.E.T.S. attorney (Mark Koerner), I will need to obtain the Board Chair's signature prior to MDOT executing the grant.

As always, thank you for your time and if you have any questions, please do not hesitate to contact me at your convenience at 540-7847

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

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**RESOLUTION AUTHORIZING OUT OF STATE TRAVEL FOR L.E.T.S. DEPUTY DIRECTOR AND OPERATIONS MANAGER TO ATTEND THE F.T.A. TRIENNIAL TRAINING WORKSHOP – L.E.T.S./GENERAL GOVERNMENT/FINANCE/BOARD**

**WHEREAS,** it is the policy of Livingston County that out of state travel be held to a minimum and usually only Department Heads are authorized any travel outside Michigan; and

**WHEREAS,** the Federal Transit Administration strongly encourages every transit agency that is a direct recipient of Federal Funds to attend their Triennial Workshop for the most up-to-date information about new Federal Requirements and in particular what the auditors will be emphasizing in the 2015 Triennial Review; and

**WHEREAS,** this is the only FTA Region 5 training being offered by the F.T.A. for transit agencies scheduled for Triennial Reviews in 2015 and it will be held in Chicago, IL. October 27 - 28, 2014; and

**WHEREAS,** the training itself is at no cost, however it is estimated for travel, lodging, and food cost not to exceed Twelve Hundred Fifty dollars (\$1,250) whereby, Federal and State grant funds are available and are approved for this use, along with fare box revenues, to pay 100% of the costs of attending this program.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners approves out of state travel for L.E.T.S. Deputy Director and Operations Manager to attend the Federal Transit Administration's Triennial Workshop in Chicago, Illinois October 27 - 28, 2014, with no funding being paid from the Livingston County General Fund or any other County funds.

**BE IT FURTHER RESOLVED** that there is no cost for the training itself, however, it is estimated that the total cost of lodging, County vehicle costs, and food is not to exceed Twelve Hundred Fifty dollars (\$1,250) and is included in the L.E.T.S. 2014 Budget.

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**MOVED:  
SECONDED:  
CARRIED:**



## Memorandum

**To: Livingston County Board of Commissioners**

**From: Doug Britz, L.E.T.S. Director**

**Date: October 3, 2014**

**Re: RESOLUTION AUTHORIZING OUT OF STATE TRAVEL FOR L.E.T.S.  
DEPUTY DIRECTOR AND OPERATIONS MANAGER TO ATTEND THE  
F.T.A. TRIENNIAL TRAINING WORKSHOP IN CHICAGO, IL OCTOBER  
27-28, 2014 – L.E.T.S./General Government**

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Attached for your consideration and approval is a resolution to allow out of state travel for the Deputy Director and Operations Manager to attend the 2015 Federal Transit Administration (F.T.A.) Triennial Training Workshop in Chicago, Illinois, October 27 - 28, 2014.

As a direct recipient of Federal Funds, Livingston Essential Transportation Service is responsible to follow all FTA rules and regulations related to Federal funds. Due to ever changing FTA rules and regulations, attendance is strongly recommended.

The total cost of this training is Federal and State Grant eligible as an allowable expense and the cost to attend is not to exceed Twelve Hundred Fifty dollars (\$1,250). Thus all costs will be borne by Federal and State grant monies with any balance made up from local farebox revenue. L.E.T.S. did budget for this training in its 2014 budget.

Should you have any questions, I can be contacted at ext 7847 or 517-540-7847.

**RESOLUTION**

**NO:**

**LIVINGSTON COUNTY**

**DATE:**

**RESOLUTION AUTHORIZING REPLACEMENT OF THE JOB ACCESS AND REVERSE COMMUTE (JARC) GRANT WITH THE TRANSPORTATION TO WORK GRANT – L.E.T.S./ GENERAL GOVERNMENT / FINANCE / BOARD**

**WHEREAS,** from time to time the Federal Transit Administration will change the funding source(s) of grants; and

**WHEREAS,** the Job Access and Reverse Commute (JARC) grant was replaced with the Transportation to Work grant as of October 1, 2014; and

**WHEREAS,** all aspects of the JARC grant remain the same other than the reporting of revenues and expenses which will be incorporated and budgeted as part of the regular formula funds currently received by L.E.T.S.

**THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby  
Authorizes the change in funding source from the Job Access and Reverse (JARC) grant to the Transportation to work grant beginning with the Fiscal Year 2015 budget, October 1, 2014.

**BE IT FURTHER RESOLVED** that per the Job Access and Reverse Commute (JARC) grant, if the Transportation to Work grant is eliminated then too will these two (2) 29 hours per week driving positions.

# # #

**MOVED:  
SECONDED:  
CARRIED:**



## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Doug Britz, L.E.T.S. Director**  
**Date: 10/6/2014**  
**Re: RESOLUTION AUTHORIZING REPLACEMENT OF THE JOB ACCESS AND REVERSE  
COMMUNTE (JARC) GRANT WITH THE TRANSPORTATION TO WORK GRANT – L.E.T.S.  
General Government / Finance Committee**

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Attached is a resolution for your consideration and approval to change the Federal Transit Administration funding source from the Job Access and Reverse Commute (JARC) grant to the replacement grant named the Transportation to Work grant beginning with the L.E.T.S. Fiscal Year 2015, October 1, 2014 with no interruption in service.

The Transportation to Work grant changes the funding source and the reporting of revenue and expenses from being reported to MDOT as a separate grant. The new grant incorporates and reports revenues and expenses through the L.E.T.S. regular service program.

Lastly, just like the JARC grant, if the Transportation to Work grant is eliminated then too will the two (2) 29 hours per week driving positions.

As always, thank you for your time and if you have any questions, please do not hesitate to contact me at your convenience at 540-7847

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

**RESOLUTION TO AUTHORIZE THIRD QUARTER AMENDMENT TO THE FISCAL-YEAR 2014 BUDGET – COUNTY ADMINISTRATION**

**WHEREAS,** the proposed amendment ensures compliance with the Uniform Budgeting and Accounting Act, as amended; and

**WHEREAS,** the proposed amendment recognizes actual expenditure activity for the third quarter of 2014 and includes:

- Increase in departmental expenditure and revenue to correspond to actual activity including a reduction in Register of Deeds to reflect reduced receipts in charges for service and restoring the Elections revenue to original amount.
- Increase for Sheriff union contract retiree healthcare conversion settlements.
- Budget a transfer-out of \$250,000 of the \$2.5 million in general fund dedicated to the Jail renovation
- Budget of previously approved projects for building improvements and vehicle purchase costs for Animal Services.
- Adjust ERP project budget to actual.
- Adjustment to 2014 Cost Allocation revenue budget to actual allocations.
- Increase in Benefit Fund for wellness program as part of union settlement agreements.
- Increase grants awards for MI Works.
- Health Department revenue increases in Medicaid expansion and increased permit activity.

**WHEREAS,** the amendment also recognizes a net zero effect transfer between object codes for several departments, including IT, for professional services and staffing coverage and Sheriff Drug Forfeiture for training.

**THEREFORE BE IT RESOLVED** that the Board of Commissioners recognizes and authorizes the transfer from General Fund Contingency in the amount of \$316,477 to the various general fund departments as identified in this amendment.

**THEREFORE BE IT RESOLVED** that the Board of Commissioners recognizes and authorizes the following amendments to the Fiscal-Year 2014 Budget as illustrated below:

FUND	APPROVED 2014 BUDGET	PROPOSED AMENDMENT	2014 AMENDED BUDGET
101 - GENERAL FUND	\$43,556,521	\$224,183	\$43,780,704
221 - HEALTH	\$3,713,037	\$13,890	\$3,726,927
277 - MICHIGAN WORKS!	\$2,830,715	\$109,100	\$2,939,815
542 - BUILDING & SAFETY	\$2,115,935	\$15,125	\$2,131,060
677 – BENEFIT FUND	\$8,197,978	\$150,000	\$8,347,978

**BE IT FURTHER RESOLVED** that the worksheet showing details of the above is available for review  
in the Finance offices.

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**MOVED:**  
**SECONDED:**  
**CARRIED:**



REVENUES

GENERAL FUND		Amended 2014	+/-	Amended 2014
101	Taxes	\$ 30,528,623	\$ (36,320)	\$ 30,492,303
10100	Board of Commissioners	\$ -	\$ -	\$ -
13100	Circuit Court	\$ 307,248	\$ -	\$ 307,248
13600	District Court	\$ 3,424,172	\$ -	\$ 3,424,172
14800	Probate Court	\$ 204,662	\$ -	\$ 204,662
14900	Juvenile Court	\$ 277,409	\$ -	\$ 277,409
15000	Guardian Services	\$ 12,000	\$ -	\$ 12,000
15100	Probation - Circuit	\$ -	\$ -	\$ -
16700	Appellate Court	\$ -	\$ -	\$ -
16800	Central Services - Judicial Ctr	\$ 658,480	\$ -	\$ 658,480
17200	County Administration	\$ -	\$ -	\$ -
19200	ERP Project	\$ -	\$ -	\$ -
21500	County Clerk	\$ 185,000	\$ -	\$ 185,000
21599	County Clerk-Circuit Div	\$ 519,100	\$ -	\$ 519,100
22300	Auditing	\$ -	\$ -	\$ -
22800	Data Processing/IT	\$ -	\$ -	\$ -
23300	Purchasing	\$ 5,750	\$ -	\$ 5,750
24800	Tax Allocation	\$ -	\$ -	\$ -
24900	Plat Board	\$ -	\$ -	\$ -
25300	Treasurer	\$ 67,050	\$ 5,700	\$ 72,750
25700	Equalization	\$ 25,000	\$ -	\$ 25,000
26100	Cooperative Extension	\$ -	\$ -	\$ -
26200	Elections	\$ 15,500	\$ 44,500	\$ 60,000
26500	Building & Grounds	\$ -	\$ -	\$ -
26700	Prosecuting Attorney	\$ 3,050	\$ 8,500	\$ 11,550
26717	Family Support	\$ -	\$ -	\$ -
26800	Register of Deeds	\$ 1,791,500	\$ (325,000)	\$ 1,466,500
26900	Civil Counsel	\$ -	\$ -	\$ -
27000	Personnel	\$ -	\$ -	\$ -
27500	Drain Commissioner	\$ 1,008,846	\$ -	\$ 1,008,846
30100	Sheriff Road Patrol	\$ 350,723	\$ -	\$ 350,723
30106	Sheriff Traffic	\$ -	\$ -	\$ -
30500	Court Security	\$ -	\$ -	\$ -
35100	Jail Division	\$ 691,950	\$ -	\$ 691,950
43000	Animal Shelter	\$ 273,500	\$ -	\$ 273,500
44100	DPW	\$ 11,272	\$ -	\$ 11,272
44500	Drains Public Benefit	\$ -	\$ -	\$ -
60100	Health Department	\$ -	\$ -	\$ -
60500	Contagious	\$ -	\$ -	\$ -
64800	Medical Examiner	\$ 287,770	\$ -	\$ 287,770
64900	Mental Health	\$ -	\$ -	\$ -
67200	Agency on Aging	\$ -	\$ -	\$ -
68200	Veteran Affairs	\$ 80,000	\$ -	\$ 80,000
72100	Planning	\$ -	\$ -	\$ -
72800	Economic Development	\$ -	\$ -	\$ -
74700	Community Action - OLHSA	\$ -	\$ -	\$ -
85100	Insurance	\$ -	\$ -	\$ -
86100	Retirement	\$ 2,000,000	\$ -	\$ 2,000,000
87000	Unemployment Insurance	\$ -	\$ -	\$ -
89900	Chargeback Interest	\$ -	\$ -	\$ -
96600	Appropriations	\$ -	\$ -	\$ -
96700	Fund Balance	\$ -	\$ -	\$ -
96800	Contingencies	\$ -	\$ -	\$ -
90100	Land	\$ -	\$ -	\$ -
<b>General Fund Total</b>		<b>\$ 42,728,605</b>	<b>\$ (302,620)</b>	<b>\$ 42,425,985</b>

## EXPENDITURES

	Amended 2014	+/-	Amended 2014
<b>Special Revenue Funds</b>			
21065100 EMS	\$ 9,106,413	\$ -	\$ 9,106,413
21514100 FOC	\$ 2,435,126	\$ -	\$ 2,435,126
22160100 Health	\$ 3,713,037	\$ 13,890	\$ 3,726,927
23816800 Fed. Grant - Ct. Cent. Svcs.	\$ 423,283	\$ -	\$ 423,283
23826717 Family Support	\$ 243,543	\$ -	\$ 243,543
23916800 State Grant - Ct. Cent. Svcs.	\$ 436,006	\$ -	\$ 436,006
23926718 Crime Victims Rights	\$ 116,352	\$ -	\$ 116,352
23930106 Sheriff - Traffic	\$ 238,724	\$ -	\$ 238,724
26132500 911 Central Dispatch	\$ 3,684,156	\$ -	\$ 3,684,156
27536200 Community Corrections	\$ 255,493	\$ -	\$ 255,493
27774300 MI Works	\$ 2,830,715	\$ 109,100	\$ 2,939,815
29266200 Child Care Fund	\$ 2,533,948	\$ -	\$ 2,533,948
<b>Enterprise Funds</b>			
54237100 Building & Safety	\$ 2,115,935	\$ 15,125	\$ 2,131,060
58105400 Airport	\$ 1,376,424	\$ -	\$ 1,376,424
58853800 LETS	\$ 3,939,400	\$ -	\$ 3,939,400
<b>Internal Service Funds</b>			
63126500 Facility Services	\$ 2,613,939	\$ -	\$ 2,613,939
63622800 Information Technology	\$ 4,262,271	\$ -	\$ 4,262,271
66126300 Car Pool	\$ 1,509,227	\$ -	\$ 1,509,227
67785200 Benefit	\$ 8,197,978	\$ 150,000	\$ 8,347,978

## REVENUES

	Amended			Amended
2014		+/-		2014
\$ 8,918,108	\$	-	\$	\$ 8,918,108
\$ 2,151,674	\$	-	\$	\$ 2,151,674
\$ 3,236,541	\$	295,400	\$	\$ 3,531,941
\$ 422,806	\$	-	\$	\$ 422,806
\$ 235,118	\$	-	\$	\$ 235,118
\$ 434,300	\$	-	\$	\$ 434,300
\$ 114,276	\$	-	\$	\$ 114,276
\$ 238,724	\$	-	\$	\$ 238,724
\$ 4,437,243	\$	-	\$	\$ 4,437,243
\$ 250,126	\$	-	\$	\$ 250,126
\$ 2,828,435	\$	109,100	\$	\$ 2,937,535
\$ 2,383,202	\$	-	\$	\$ 2,383,202
<hr/>				
\$ 1,954,556	\$	-	\$	\$ 1,954,556
\$ 822,534	\$	-	\$	\$ 822,534
\$ 3,900,232	\$	-	\$	\$ 3,900,232
<hr/>				
\$ 2,134,443	\$	-	\$	\$ 2,134,443
\$ 3,426,301	\$	-	\$	\$ 3,426,301
\$ 1,332,186	\$	-	\$	\$ 1,332,186
\$ 8,293,770	\$	-	\$	\$ 8,293,770



## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Cindy Catanach, Financial Officer**  
**Date: October 15, 2014**  
**Re: Fiscal-Year 2014 Budget Amendment – Q3**

Attached for your review and consideration is a resolution to approve a budget amendment for the third quarter of Fiscal-Year 2014. The attached recognizes the third quarter departmental activity. The amendment is comprised of the following:

- Increase in departmental expenditure and revenue to correspond to actual activity including a reduction in Register of Deeds to reflect reduced receipts in charges for service and restoring the Elections revenue to original amount.
- Increase for Sheriff union contract retiree healthcare conversion settlements.
- Budget a transfer-out of \$250,000 of the \$2.5 million in general fund dedicated to the Jail renovation
- Budget of previously approved projects for building improvements and vehicle purchase costs for Animal Services.
- Adjustment to 2014 Cost Allocation revenue budget to actual allocations.
- Increase in Benefit Fund for wellness program as part of union settlement agreements.
- Increase grants awards for MI Works.
- Health Department revenue increases in Medicaid expansion and increased permit activity.
- Recognizes net zero effect transfers between object codes for several departments including IT for professional services and staffing coverage and Sheriff Drug Forfeiture for training.

The organization code detail is attached. If you would like to review the information in greater detail, it is available in my office. Please feel free to contact me if you have any questions regarding the proposed budget amendment.