

BOARD OF COMMISSIONERS

10/19/2015

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

7:30 PM

AGENDA

1. **CALL MEETING TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **CORRESPONDENCE**
5. **CALL TO THE PUBLIC**
6. **APPROVAL OF MINUTES**
7. **TABLED ITEMS FROM PREVIOUS MEETINGS**
8. **APPROVAL OF AGENDA**
9. **REPORTS**
10. **PUBLIC HEARING - Adoption of 2015 Livingston County Budget (Roll Call)**
 - CALL PUBLIC HEARING TO ORDER (Motion Required)
 - A. Comments
 - B. Adjourn Public Hearing (Motion Required)
11. **APPROVAL OF CONSENT AGENDA ITEMS (Roll Call)**
 - Resolutions 2015-10-209 thru 2015-10-215
12. **RESOLUTIONS FOR CONSIDERATION:**
 - Resolutions 2015-10-216 and 2015-10-217

2015-10-209 **Public Health**
CONSENT RESOLUTION TO AUTHORIZE AGREEMENT FOR DELIVERY OF
COMPREHENSIVE HEALTH SERVICES FOR THE PERIOD OF 10/1/15
THROUGH 9/30/16 - Public Health / Health & Human Services / Finance / Board

2015-10-210 **Facility Services**
CONSENT RESOLUTION AUTHORIZING NATURAL GAS MANAGEMENT
SERVICES WITH MICHIGAN MUNICIPAL RISK MANAGEMENT
AUTHORITY (MMRMA) - Facility Services / General Government / Finance /
Board

2015-10-211 **Facility Services**
CONSENT RESOLUTION AUTHORIZING THE ISSUANCE OF BLANKET PURCHASE
ORDERS FOR JANITORIAL SUPPLIES - Facility Services / General
Government / Finance / Board

2015-10-212 **LETS**

CONSENT RESOLUTION AUTHORIZING CAPITAL EXPENDITURE FROM THE FEDERAL STATE OF GOOD REPAIR GRANT AND ISSUANCE OF PURCHASE ORDERS (vehicles) - L.E.T.S. / General Government / Finance / Board

2015-10-213 **Car Pool**
CONSENT RESOLUTION AUTHORIZING CAPITAL EXPENDITURE FOR FOUR (4) VEHICLES AND BUDGET AMENDMENT AND REVISION – Motor Pool, Veteran Services & EMS / General Government / Finance / Board

2015-10-214 **Information Technology**
CONSENT RESOLUTION AUTHORIZING THE RENEWAL OF SOFTWARE SUPPORT WITH FIDLAR TECHNOLOGIES FOR THE REGISTER OF DEEDS DEPARTMENT - Information Technology / General Government Committee / Finance Committee

2015-10-215 **Treasurer**
CONSENT RESOLUTION AUTHORIZING PAYMENT OF COUNTY OBLIGATION UNDER THE “LIVINGSTON COUNTY – TOWNSHIP OF HANDY AGREEMENT REGARDING DELINQUENT TAX PARCELS” - Treasurer / Finance / Board

2015-10-216 **Facility Services**
RESOLUTION TO AUTHORIZE REQUEST TO USE COUNTY GROUNDS FOR BIG BROTHERS / SISTERS - Facility Services / Board of Commissioners

2015-10-217 **Board of Commissioners**
(Roll Call) RESOLUTION ADOPTING THE 2016 LIVINGSTON COUNTY BUDGET - Board of Commissioners

- 13. CALL TO THE PUBLIC**
- 14. ADJOURNMENT**

NOTE: The Call to the Public appears twice on the Agenda: once at the beginning and once at the end. Anyone wishing to address the Board may do so at these times.

RESOLUTION

NO: 2015-10-209

LIVINGSTON COUNTY

DATE: October 19, 2015

RESOLUTION TO AUTHORIZE AGREEMENT FOR DELIVERY OF COMPREHENSIVE HEALTH SERVICES FOR THE PERIOD OF 10/1/15 THROUGH 9/30/16 – PUBLIC HEALTH/GENERAL GOVERNMENT/FINANCE/FULL BOARD

WHEREAS, the Livingston County Department of Public Health has determined a need for provision of the delivery of comprehensive health services; and

WHEREAS, these services are basic, required and allowable health services under Act 368 Public Acts of 1978, and individual categorical contractual services; and

WHEREAS, the Michigan Department of Community Health provides a contractual relationship to partially reimburse Livingston County for the following health services which represent an initial appropriation that may be revised by future amendment:

Essential Local Public Health Services	\$665,211
Women, Infants & Children	317,730
Women, Infants & Children Breastfeeding	23,730
Maternal & Child Health	39,490
Vaccine Quality Assurance	12,371
Immunization IAP.....	89,758
Immunization Field Rep.....	5,000
Children’s Special Health Care Services (CSHCS)	80,000
TB Control	100
Bioterrorism Emergency Preparedness	106,939
Bioterrorism Cities Readiness Initiatives	44,149
PHEP – Ebola Virus Disease (EVD) Phase II	9,761
TOTAL	<u>\$1,394,239</u>

WHEREAS, the Michigan Department of Community Health may propose future amendments for the purpose of revising the funding or terms of the Agreement.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes an Agreement with the Michigan Department of Community Health for the delivery of comprehensive health services in Livingston County during the period of October 1, 2015 through September 30, 2016, upon review by Civil Counsel.

BE IT FURTHER RESOLVED that \$1,394,239 shall be allocated to the Health Fund Account 221 to support the provisions of the Comprehensive Health Services Agreement authorized herein.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioner’s Chair is hereby authorized to sign any future amendments for monetary and contract language adjustments of the above-referenced Agreement upon review and approval by Civil Counsel.

BE IT FURTHER RESOLVED that any deletions or additions of programs shall require Board approval.

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**MOVED:
SECONDED:
CARRIED:**



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF PUBLIC HEALTH

2300 East Grand River Ave, Suite 102, Howell, MI, 48843
Phone 517-552-6805 Fax 517-546-6995

Memorandum

To: Livingston County Board of Commissioners
From: Dianne McCormick
Date: 10/5/2015
**Re: RESOLUTION TO AUTHORIZE AGREEMENT FOR THE DELIVERY OF
COMPREHENSIVE HEALTH SERVICES FOR THE PERIOD OF OCTOBER 1, 2015
THROUGH SEPTEMBER 30, 2016**

The attached resolution establishes continuation of the agreement with the Michigan Department of Community health for the delivery of comprehensive health services. The MDCH provides funding to partially reimburse the county for services covered in the agreement. This resolution establishes the agreement for the period October 1, 2015 through September 30, 2016.

If you have any questions regarding this matter please contact me at (517) 552-6865.

RESOLUTION

NO:

2015-10-210

LIVINGSTON COUNTY

DATE:

October 19, 2015

RESOLUTION AUTHORIZING NATURAL GAS MANAGEMENT SERVICES WITH MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY (MMRMA) – FACILITY SERVICES / GENERAL GOVERNMENT / FINANCE / BOARD

WHEREAS, since January 1, 2011, Livingston County has utilized third-party natural gas suppliers for the delivery of natural gas in which our savings through August 31, 2015 has been \$ 61,979; and

WHEREAS, our current contract with Integrys/Constellation Energy expired on August 31, 2015, and

WHEREAS, Michigan Municipal Risk Management Authority (MMRMA) has a natural gas management program available to members that provides market timing, strategy planning and the solicitation of quotes for natural gas; and

WHEREAS, the service would be for a one-year period with the automatic renewals until terminated by either party.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves participation with the natural gas management services with Michigan Municipal Risk Management Authority (MMRMA) for a period of one-year with automatic renewals until terminated by either party.

BE IT FURTHER RESOLVED that the Board Chair be authorized to sign any necessary contracts, renewals or documents to facilitate this contract after approval and review of civil counsel.

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**MOVED:
SECONDED:
CARRIED:**



Livingston County
Facility Services

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

MEMORANDUM

To: Livingston County Board of Commissioners

From: Chris Folts, Facilities Services Director

Date: September 30, 2015

Subject: Authorization for Natural Gas Management Services

Since January 1, 2011, Livingston County has utilized third-party natural gas suppliers for the delivery of natural gas to County buildings in which the current contract expired on August 31, 2015. This has been accomplished with assistance from the Purchasing Office in obtaining quotes from three (3) suppliers. Through August 31, 2015, we have saved \$61,979 by utilizing these alternate suppliers compared to Consumer Energy rates.

We have learned that the Michigan Municipal Risk Management Authority (MMRMA) has a natural gas management program that we can participate in through our membership. They will solicit quotations and arrange for alternative gas suppliers through the utilization of a consultant that works for MMRMA on the member's behalf. We can benefit from their expertise to do market timing and strategy planning.

Therefore, we are asking that the attached resolution be approved authorizing Natural Gas Management Services with MMRMA for a period of one-year with automatic renewals until terminated by either party.

If you have any questions or concerns, please do not hesitate to contact me.

RESOLUTION

NO: 2015-10-211

LIVINGSTON COUNTY

DATE: October 19, 2015

RESOLUTION AUTHORIZING THE ISSUANCE OF BLANKET PURCHASE ORDERS FOR JANITORIAL SUPPLIES - FACILITY SERVICES / GENERAL GOVERNMENT / FINANCE / BOARD

WHEREAS, National Interactive Procurement Association (National IPA), in which we are a member, recently awarded an extendable contract available to us for janitorial supplies with Network Services Company, which is a consortium of several major supplies; and

WHEREAS, we have reviewed the products and pricing with Nichols, a member of this group, and are recommending participation with this contract; and

WHEREAS, the products we are utilizing now are at or below our current pricing with a few items increased slightly and free training and seminars will be offered on processes and products which will benefit staff; and

WHEREAS, Nichols has an eprocurement platform that interfaces with our ERP software giving us the capability to launch to the Nichols website from Munis and populate the purchase orders and inventory tickets when we bring in the shopping cart; and

WHEREAS, the award is until August 2, 2017 with the option to renew for three (3) additional one-year periods.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the issuance of purchase orders for the purchase of janitorial supplies through the National IPA contract (#151148) with Network Services Company until August 2, 2017 with the option to renew for three (3) additional one-year periods.

THEREFORE BE IT FURTHER RESOLVED that the products, pricing and services will be reviewed prior to any renewal and the amount of the blanket purchase orders will not exceed the availability of appropriated funds for each fiscal year.

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**MOVED:
SECONDED:
CARRIED:**



Livingston County Facility Services

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

MEMORANDUM

To: Livingston County Board of Commissioners

From: Chris Folts, Facilities Services Director

Date: October 2, 2015

Subject: Authorization for the purchase of Janitorial Supplies

National Interactive Procurement Association (National IPA), in which we are a member, recently awarded an extendable contract available to us for janitorial supplies with Network Services Company, which is a consortium of several major suppliers. We have reviewed the products and pricing with Nichols, a member of this group, and are recommending participation with this national contract for the purchase of janitorial supplies.

Overall, the products we are utilizing now are at or below our current pricing under this contract. There are a few items that will be increased slightly. Nichols offers free training and seminars on both processes and products that will be beneficial for us. In addition, Nichols has an eprocurement platform that interfaces with our ERP software. It will give us the capability to launch to the Nichols website from Munis and populate both the purchase order and inventory tickets when we bring in the shopping cart. This will provide for minimal data entry by my staff which is invaluable.

Therefore, we are asking that the attached resolution be approved authorizing the issuance of blanket purchase orders for the purchase of janitorial supplies through Network Services Company until August 2, 2017 with three (3) additional one-year renewal options which is identical to the National IPA contract. The products, pricing and services will be reviewed prior to any renewal and the amount of the blanket purchase orders will not exceed the availability of appropriated funds for each fiscal year.

If you have any questions or concerns, please do not hesitate to contact me.

RESOLUTION

NO:

2015-10-212

LIVINGSTON COUNTY

DATE:

October 19, 2015

RESOLUTION AUTHORIZING CAPITAL EXPENDITURE FROM THE FEDERAL STATE OF GOOD REPAIR GRANT AND ISSUANCE OF PURCHASE ORDERS (vehicles) – L.E.T.S. / GENERAL GOVERNMENT / FINANCE / BOARD

WHEREAS, L.E.T.S. is requesting replacement of two (2) cutaway buses and two (2) medium-duty buses that have served their useful life based on age, mileage, and condition; and

WHEREAS, the recommended replacement vehicles are two (2) Model Year 2015/16 Champion propane cutaway buses at a cost not to exceed \$166,847 and two (2) Model Year 2015/16 medium-duty Eldorado National diesel buses at a cost not to exceed \$222,012 purchased from the State of Michigan (MIDeal) purchasing contract through Mobility Transportation of Canton, MI and Hoekstra Transportation of Grand Rapids, MI, respectively; and

WHEREAS, funds were budgeted in the L.E.T.S. CY 2015 budget for these buses at a cost not to exceed \$388,859; and

WHEREAS, funds for this purchase will be reimbursed at 80% from Federal transit Administration (FTA) State of Good Repair grant (#MI-04-0088) and 20% from MDOT matching funds Project Authorization 2012-0118/P9.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the purchase of two (2) MY 2015/16 Champion propane cutaways and two (2) MY 2015/16 Eldorado National medium-duty diesel buses at a cost not to exceed Three Hundred Eighty-Eight Eight Hundred Fifty Nine (\$388,859) from the State of Michigan MIDeal purchasing program.

BE IT FURTHER RESOLVED that the cost of \$388,859 for these vehicles will be reimbursed at 80% (or \$311,087) from the FTA (State of Good Repair Grant #MI-04-0088) with a 20% (or \$77,772) match from MDOT (Project Authorization 2012-0118/P9) pending final approval from the state.

BE IT FINALLY RESOLVED that the L.E.T.S. Director is hereby authorized to dispose of the replaced buses per the County Purchasing/Disposal Policy.

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**MOVED:
SECONDED:
CARRIED:**



Memorandum

To: Livingston County Board of Commissioners
From: Greg Kellogg, L.E.T.S. Deputy Director
Date: 10/7/2015
**Re: RESOLUTION AUTHORIZING CAPITAL EXPENDITURE FROM THE
FEDERAL STATE OF GOOD REPAIR GRANT AND ISSUANCE OF
PURCHASE ORDERS (vehicles) – L.E.T.S. / General Government / Finance
/ Board**

Attached please find a resolution for your consideration and authorization for the replacement of two (2) cutaway buses and two (2) medium-duty buses that have served their useful life based on age, mileage, and condition per criteria established by the Federal Transit Administration (FTA) and the Michigan Department of Transportation (MDOT).

The recommended replacement vehicles are two (2) MY 2015/16 (depending on vendor chassis supply at time of order) Champion propane cutaway buses and two (2) Eldorado National medium-duty diesel buses. L.E.T.S. received the State of Good Repair grant for the replacement of twelve buses in total, eight of which have been received and are currently in service. The purchase of these four buses will exhaust the remaining funds in the SGR grant.

L.E.T.S. has been pleased with its current fleet of six propane buses. One additional propane cutaway bus has already been ordered under a different grant, so the procurement of these two buses will bring the total propane fleet to nine. In the future we plan to expand our propane fleet to include medium-duty buses; however, that option is not yet available on the state contract. In the interim we are recommending two replacement medium-duty diesel buses.

Funds were budgeted in the L.E.T.S. CY 2015 budget for the purchase of these vehicles. L.E.T.S. will be purchasing the propane cutaway buses from Mobility Transportation of Canton, MI at a cost not to exceed \$166,847 and the medium-duty buses from Hoekstra Transportation of Grand Rapids, MI, at a cost not to exceed \$222,012, all on the State of Michigan MIDEal contract.

The total cost of \$388,859 for these vehicles will be reimbursed at 80% (or \$311,087) from the FTA (Grant #MI-04-0088) with a 20% (or \$77,772) match from MDOT (Project Authorization 2012-0118/P9) pending final approval from the state.

Finally, the L.E.T.S. Director is hereby authorized to dispose of the replaced vehicles per the County Purchasing/Disposal Policy.

I am available at your convenience to discuss this purchase at 517-540-7843.

RESOLUTION

NO: 2015-10-213

LIVINGSTON COUNTY

DATE: October 19, 2015

RESOLUTION AUTHORIZING CAPITAL EXPENDITURE FOR FOUR (4) VEHICLES AND BUDGET AMENDMENT AND REVISION – Motor Pool / Veteran Services & EMS/ General Government

WHEREAS, the Veteran Services department is requesting a new vehicle and the EMS is requesting replacement of three (3) vehicles; and

WHEREAS, the Veteran Services request to purchase a new vehicle was budgeted in this year's budget after it was determined that an additional vehicle is needed besides the donated vehicle that they are utilizing; and

WHEREAS, Livingston County EMS budgeted for replacement ambulances, however there were a few that were totaled and were replaced by insurance proceeds which left funds left over and the department has requested the authorization to replace three (3) Chevy Suburban's used as ECHO and Supervisor units including upfitting; and

WHEREAS, the new vehicle for Veteran's Services is a left over model year 2014 MV-1 with lift at a cost not to exceed Forty-Five Thousand dollar (\$45,000) and the three (3) EMS replacement vehicles will be model year 2016 Ford Expedition EL 4 x 4's at a cost not to exceed Ninety-Six Thousand dollars (\$96,000) and upfitting, graphics, and equipment stripping of old vehicles at a cost not to exceed Sixty-Four Thousand One Hundred dollars (\$64,100); and

WHEREAS, the MV-1 vehicle will be purchased from Midwest Transit Equipment of Whitestown, Indiana and the Ford Expeditions will be purchased from MIDeal purchasing program contract (# 3905-0094) from Gorno Ford of Woodhaven, Michigan and equipment upfitting and vehicle stripping will be provided by Great Lakes Equipment of Linden, Michigan per quotes and new vehicle striping will be provided by Signature Signs of Fowlerville, MI per quote; and

WHEREAS, the vehicles requested by EMS for replacement were not intended to be replaced in the current year; therefore, the purchase of the vehicles and upfitting were not budgeted within the current Fiscal Year Motor Pool Budget, therefore a budget amendment to increase vehicle purchase to the Motor Pool budget of One-Hundred Sixty Thousand dollars (\$160,100) and a request to amend the EMS budget by transferring One-Hundred Sixty Thousand One Hundred dollars (\$160,100) from Vehicle purchase line item to vehicle lease line item; and

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

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves and authorizes the Motor Pool Director to purchase one (1) MY 2014 MV-1 transit vehicle for Veteran's Services from Midwest Transit Equipment at a cost not to exceed Forty-Five Thousand dollars (\$45,000) and Three (3) Ford Expedition EL 4 x 4's at a cost not to exceed Ninety-Six Thousand dollars (\$96,000) from Gorno Ford of Woodhaven, Michigan and new equipment upfitting and stripping equipment from the old vehicle from Great Lakes Equipment of Linden, Michigan and new vehicle striping from Signature Signs of Fowlerville, MI at a cost

not to exceed Sixty-Four Thousand One Hundred dollars (\$64,100).

BE IT FURTHER RESOLVED that the new Veteran’s vehicle will be leased back to Veteran’s Services for the term of 60 months and the EMS Department will pay in full its lease payments in lieu of monthly payments.

BE IT FURTHER RESOLVED that Livingston County Board of Commissioners hereby adopt the Proposed Amended 2015 Budget and line item Transfer as follows;

<u>Fund</u>	<u>Amended Budget</u>	<u>Proposed Budget Amendment</u>	<u>Proposed Amended Budget</u>
Motor Pool	<u>\$1,714,329</u>	<u>\$160,100</u>	<u>\$1,874,429</u>

<u>Fund</u>	<u>Object Code</u>	<u>Amended Object Code</u>	<u>Proposed Object Code Transfer</u>	<u>Proposed Amended Object Code</u>
EMS	861000	\$70,602	\$160,100	\$230,702
EMS	975000	\$491,751	(\$160,100)	\$331,651

BE IT FURTHER RESOLVED that the Budgetary Status Reports showing the line item changes for this amendment will be attached as part of this amendment.

BE IT FINALLY RESOLVED that the Motor Pool Director is hereby authorized to dispose of the replaced vehicle per the County Purchasing/Disposal Policy.

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**MOVED:
SECONDED:
CARRIED:**



Memorandum

To: Livingston County Board of Commissioners
From: Doug Britz, Transportation Director
Date: 10/7/2015
**Re: RESOLUTION AUTHORIZING CAPITAL EXPENDITURE FOR FOUR (4)
VEHICLES AND BUDGET AMENDMENT AND REVISION – Motor Pool /
Veteran Services & EMS/ General Government**

Attached is a resolution for your consideration and approval for the purchase of one (1) new vehicle for Veteran Services and three (3) replacement vehicles and equipment upfitting, old vehicle stripping, and new vehicle graphics along with a Budget Amendment to the Motor Pool Budget and the EMS Department Budget Revision.

Veteran Services is requesting a new vehicle that is in this years' budget after it was determined that an additional vehicle is needed besides the donated vehicle that they are utilizing. Livingston County EMS budgeted for replacement ambulances, however there were a few that were totaled and were replaced by insurance proceeds which left funds left over and the department has requested the authorization to replace three (3) Chevy Suburban's used as ECHO and Supervisor units.

The new vehicle for Veteran's Services is a left over Model Year 2014 MV-1 with a wheelchair ramp at a cost not to exceed Forty-Five Thousand dollar (\$45,000) and the three (3) EMS replacement vehicles will be model year 2016 Ford Expedition EL 4 x 4's at a cost not to exceed Ninety-Six Thousand dollars (\$96,000) and equipment upfitting, old vehicle stripping, and new vehicle graphics at a cost not to exceed Sixty-Four Thousand One Hundred dollars (\$64,100)

The MV-1 vehicle will be purchased from Midwest Transit Equipment of Whitestown, Indiana and the Ford Expeditions will be purchased from MIDeal purchasing program contract (# 3905-0094) from Gorno Ford of Woodhaven, Michigan, equipment upfitting and old vehicle stripping will be provided by Great Lakes Equipment of Linden, Michigan, and ne vehicle graphics will be provided by Signature Signs of Fowlerville, MI; and

The vehicles requested by EMS for replacement were not intended to be replaced in the current year; therefore, the purchase of the vehicles, equipment upfitting and old vehicle stripping, and

new vehicle striping were not budgeted within the current Fiscal Year Motor Pool Budget, therefore a Budget Amendment to increase vehicle purchase to the Motor Pool budget of One-Hundred Sixty Thousand One Hundred dollars (\$160,100) and a request to amend the EMS budget by transferring One-Hundred Sixty Thousand One Hundred dollars (\$160,100) from Vehicle purchase line item (975000) to vehicle lease line item (861000).

Please contact me if you have any questions, my direct phone number is 517-540-7847

RESOLUTION

NO: 2015-10-214

LIVINGSTON COUNTY

DATE: October 19, 2015

RESOLUTION AUTHORIZING THE RENEWAL OF SOFTWARE SUPPORT WITH FIDLAR TECHNOLOGIES FOR THE REGISTER OF DEEDS DEPARTMENT - INFORMATION TECHNOLOGY / GENERAL GOVERNMENT COMMITTEE / FINANCE COMMITTEE

WHEREAS, the Livingston County Register of Deeds office receives technical support services and software upgrades from Fidlar Technologies; and

WHEREAS, the Fidlar software support contract is due for renewal, as of September 30th, and in order to continue the support as in the past with Fidlar Technologies, of Rock Island, Ill, issuance of a Purchase Order is required; and

WHEREAS, the Register of Deeds had personally chosen Fidlar Technologies because of their ability to improve the efficiency of record processing; and

WHEREAS, in compliance with the Livingston County Purchasing Policy, Fidlar Technologies of Rock Island, Ill., is the sole source for the purchase of the annual Fidlar Software support for the Livingston County Register of Deeds department; and

WHEREAS, the contract covers the period from October 1, 2015 through December 31, 2018 for an amount not to exceed \$241,875; and

WHEREAS, funding for same is available through the Information Technology Budget.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves a Purchase Order be issued to Fidlar Technologies for Fidlar software support from October 1, 2015 through December 31, 2018 for an amount not to exceed \$241,875.

BE IT FURTHER RESOLVED that the Livingston County Board Chair is hereby authorized to sign any agreements or documents upon review and approval by Civil Counsel.

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MOVED:
SECONDED:
CARRIED:



Livingston County, MI 3 Year Land Records Life Cycle Extension

This Extension is made this ___ day of _____, 2015 between Livingston County, MI and Fidar Technologies (“Fidar”). Livingston County, MI and Fidar hereby agree that the Computer System and Software License Sales Agreement dated December 2nd, 2010 between Livingston, MI and Fidar (the “Agreement”) is hereby extended for a 3 year period commencing on 1/1/2016 and terminating on 12/31/2018. The current Agreement expires on 9/30/2015 so a 4th quarter payment of \$16,875 will be billed on 10/1/2015 and then the new annual fee of \$75,000 will be billed annually on January 1st, starting in 2016. Except as amended by this Extension, the terms and conditions of the Agreement, which are incorporated herein and made a part hereof, shall continue in full force and effect during the 3 year term of this Extension.

SOFTWARE SERVICES SUMMARY

Fidar Technologies Product\Service Description	Cost
AVID	<i>Year 1 - \$75,000 Year 2 - \$75,000 Year 3 - \$75,000</i>
Receipting (cashiering)	Included
Indexing	Included
eIndexing Functionality (OCR)	Included
SSN Redaction Batch Processing	Included
Manual Interface	Included
Automated Verification Functionality	Included
iScan - Scanning Module	Included
Magnetic Image Management	Included
eRecording Catcher	Included
Property Fraud Alert Service	Included
Laredo & Tapestry	<i>Schedule D</i>
Implementation Services	<i>Included</i>
Project Management	Included
Workflow Analysis	Included
Installation/Configuration	Included
Data Conversion	Included
Comprehensive Training	Included
Internal	Included
Public	Included
Annual CountyCare Support	<i>Included</i>
1-800 Support	Included
System Upgrades	Included
Training on New features & Functionality	Included
State Mandated or Regulatory Updates	Included



3 YEAR PAYMENT MILESTONES AND DATES:

Annual LifeCycle Payments would be billed in January for the next 3 years:

2016 - \$75,000

2017 - \$75,000

2018 - \$75,000

FIDLAR TECHNOLOGIES LIFE CYCLE SERVICE INCLUDES:

- ◆ The use of our AVID software product during the life of this contract
- ◆ The use of any future software product Fidlar may develop to replace AVID for the purpose of recording land records documents (AVID).
- ◆ Project management, installation, conversion (excluding any needed or requested data clean-up), and training needed for the initial installation of any future Fidar Technologies product developed to replace AVID for the purpose of recording land records documents.
- ◆ The use of new add-on modules Fidar may develop and offer to the market for the purpose of recording land records documents.
- ◆ CountyCare[®] software maintenance

FIDLAR TECHNOLOGIES LIFE CYCLE SERVICE DOES NOT INCLUDE:

- ◆ The 3rd party software and hardware to operate AVID.
- ◆ The installation, maintenance, or support of 3rd party software and hardware now or in the future.
- ◆ Any current or future Fidar developed software product or service not designed or offered to the market for the purpose of recording land records documents.
- ◆ Any form of ownership or perpetual license to Fidar developed software products.
- ◆ Any custom development for special requests from client
- ◆ Any needed or requested training except as stated in the above section.
- ◆ Use of Fidar developed remote access products except as outlined in Schedule D of this contract.
- ◆ Explicit omission of any add-on modules not included in this contract.

Buyer represents that this lifecycle extension has been read and accepted:

LIVINGSTON COUNTY, MI

FIDLAR TECHNOLOGIES

Dated: _____

Dated: _____

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____



SCHEDULE D

Laredo / Tapestry / Property Fraud Alert/ Honor Rewards

LAREDO DESCRIPTION:

Fidlar Technologies' Laredo software is designed to allow remote access to the Client's recorded document information by professional searchers (i.e., title companies, banks, realtors, etc.) Laredo is designed to allow subscription only access. Subscriptions for Client's customers and subsequent access are exclusively granted by Client. After Client issues the subscriber their user ID and password, they are able to download the Laredo remote access software from Fidlar's website, www.fidlar.com.

Each new Laredo subscriber will be presented with an online End User Agreement when they log in to Laredo. They will be prompted to print the agreement, sign it, and then forward it to Fidlar. The Laredo subscriber will be presented with this User Agreement each time they log in until they endorse the agreement and send it back to Fidlar.

It is notable that the unique user ID (username) and password defines each Laredo user. This user ID can be used to access land records data from any properly configured workstation; however, multiple users cannot log in with the same user ID at the same time.

LAREDO BILLING:

Fidlar will invoice Client a licensing fee for each Laredo user on a monthly basis. The licensing fee will be commensurate with the subscription plan of each subscriber in accordance with the schedule below. New subscribers joining during a monthly period will be billed based on the prorated amount for that month determined by their subscription date. The billing periods correlate with the calendar months.

LAREDO PRICING:

Laredo Per-Minute Plan Fees:

<u>Per-Minute Plans</u>	<u>Fidlar License Fee to County per User Subscription</u>
0-250 minutes	\$50/mo and 0.11 per minute overage
251-500 minutes	\$71/mo and 0.0825 per minute overage
501-1000 minutes	\$93/mo and 0.066 per minute overage
1001-2000 minutes	\$113/mo and 0.055 per minute overage
2001 and up	\$126/mo

Laredo support (at 1-563-345-1283), including End-User subscriber support, is included in the Per-Minute Plans.



TAPESTRY DESCRIPTION:

The Client has the option to participate in the Tapestry General Public Access System by permitting their information to be made available through the Fidar Technologies Tapestry website. The Client understands that Tapestry is a service offered and managed by Fidar to offer the land records of participating Counties collectively to the general public.

The Client understands that Fidar will provide phone and email support to users as well as manage the billing and collecting of Tapestry access fees from the end users. At the end of each billing period (calendar month), Fidar will provide a credit notice to the Client based on the below parameters. The remainder of the fees represents Fidar's licensing charge to the Client and includes the Tapestry system, usage, support and services provided on behalf of Client.

- \$2.25 per Tapestry search transaction; Fidar covers credit card fees, collections, and bad debt
- 50% of print-related fees

The Client understands that access fees for Laredo and Tapestry are set by the county and can change based on Client request but the above noted potential credits remains the same.

END USER FEES

The Client understands that it is empowered to charge fees to end users pursuant to Michigan Compiled Laws section 15.443 and other applicable law and hereby assigns to Fidar the above portions of end user fees as an actual cost to the Client during the term of this Agreement.

INCLUDED WITHIN THIS SCHEDULE D ARE THE FOLLOWING COMMUNITY OUTREACH SERVICES:

PROPERTY FRAUD ALERT DESCRIPTION:

Fidar's *Property Fraud Alert (PFA)* service is designed to monitor, identify, and notify individuals whose name has been indexed from a document recorded in the Client's office. The intent is to offer subscribers the ability to have their name/business name monitored within the Client's office in order to track possible fraudulent activity. *PFA* subscribers must sign up for the *PFA* service via the *PFA* website, www.propertyfraudalert.com (select respective County). Subscribers will ONLY be notified by the *PFA* service when the name they have submitted matches any names that have been indexed from documents recorded within the Client's office.

PFA is a Fidar-managed web site and service. Fidar provides technical and end-user support via the *PFA* hotline service (1-800-728-3858).



HONOR REWARDS DESCRIPTION:

Fidlar’s Honor Rewards is a service provided to counties which allows them to quickly and easily implement and manage a rewards program for their local veterans. Veterans can sign-up (online or in your office) to receive and Honor Rewards ID card which gives them discounts and benefits at local businesses and retailers who participate in the program.

Fidlar handles many of the major costs and time consuming tasks involved in providing a Veterans rewards program including:

- Creation and maintenance of your county’s page at www.honorrewards.com
- Printing of all ID Cards
- Customer Support
- Pre-Created promotional materials

BUYER REPRESENTS THAT THIS SCHEDULE ‘D’ HAS BEEN READ AND IS ACCEPTED:

LIVINGSTON COUNTY, MI

FIDLAR TECHNOLOGIES

Dated:_____

Dated:_____

By:_____

By:_____

Name:_____

Name:_____

Title:_____

Title:_____

RESOLUTION

NO: 2015-10-215

LIVINGSTON COUNTY

DATE: October 19, 2015

**RESOLUTION AUTHORIZING PAYMENT OF COUNTY OBLIGATION UNDER THE
“LIVINGSTON COUNTY – TOWNSHIP OF HANDY AGREEMENT REGARDING DELINQUENT
TAX PARCELS” – TREASURER / FINANCE / BOARD**

- WHEREAS,** Resolution #2015-03-055 authorized the agreement between Handy Township and Livingston County for the payment of delinquent taxes on parcels 4705-08-100-038, 4705-300-004 and 4705-08-400-001 (the “Parcels”); and
- WHEREAS,** the agreement between County and Township was established to enable the Township to sell the parcels and deliver a warranty deed for the Parcels to the purchaser thereof; and
- WHEREAS,** a purchaser has come forward with an estimated closing date in the very near future; and
- WHEREAS,** the agreement states the Township shall pay the delinquent taxes, less the County’s obligation, to the County Treasurer and at the time of such payment by the Township, the County shall contribute \$1,200,000 by payment of such amount to the County Treasurer for application to the Delinquent Taxes; and
- WHEREAS,** In response to declining property values, record high home foreclosures, increased financial stress on local units most notably resulting from unpaid special assessments intended to pay annual debt payments, and in order to protect the fiscal integrity of Livingston County a Debt Service Sinking Fund in the amount of \$2.0 million was established by resolution #2011-04-121; and
- WHEREAS,** to date, the \$2.0 million remains in the Debt Service Sinking Fund.
- THEREFORE BE IT RESOLVED** that the Livingston County Board of Commissioners hereby authorizes the County Treasurer to pay the County’s obligation of \$1,200,000 towards the delinquent taxes of the Parcels upon receipt of the Township’s financial obligation according to “Livingston County – Township of Handy Agreement Regarding Delinquent Tax Parcels”.
- BE IT FURTHER RESOLVED** that the Livingston County Board of Commissioners authorizes the County’s obligation of \$1,200,000 to be made from the Debt Service Sinking Fund.

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**MOVED:
SECONDED:
CARRIED:**

RESOLUTION

NO: 2015-03-055

LIVINGSTON COUNTY

DATE: March 2, 2015

RESOLUTION AUTHORIZING AGREEMENT REGARDING DELINQUENT TAX PARCELS WITH HANDY TOWNSHIP - COUNTY ADMINISTRATION

WHEREAS, Handy Township (the "Township") has become the owner of parcels of land located in the Township bearing tax identification numbers 4705-08-100-038, 4705-08-300-004 and 4705-08-400-001 (the "Parcels"); and

WHEREAS, real property taxes and special assessments on the Parcels are outstanding and delinquent on the date hereof (such taxes and special assessments, including all applicable interest, fees and penalties through the date of payment in full of such taxes, special assessments, interest, fees and penalties, are referred to as the "Delinquent Taxes"); and

WHEREAS, the Township desires to pay the Delinquent Taxes to the Livingston County Treasurer to enable the Township to sell the Parcels and deliver a warranty deed for the Parcels to the purchaser thereof; and

WHEREAS, a proposed agreement between the county and the Township of Handy for the payment of delinquent property taxes and special assessments on certain parcels in the township has been approved by the township board and submitted to this board for approval; and

WHEREAS, the agreement is an important step in the mutual efforts of the county and the township to counteract the prior economic downturn in property values in the township as it relates to the Amended 2005 Contract referenced in the agreement, and thereby increases the likelihood that the county will receive all payments due from the township pursuant to the Amended 2005 Contract; and

WHEREAS, the agreement will allow the township to deliver a warranty deed for the parcels to enable the township to sell the parcels to a prospective purchaser, thereby placing such parcels back on the property tax rolls and improving economic conditions for the county and its residents; and

WHEREAS, the agreement includes the township's waiver and release of claims with respect to the Grand River Sewer Extension referenced in the agreement.

THEREFORE BE IT RESOLVED in consideration of the value to the county of entering into the agreement as described in the whereas clauses above, in the agreement and otherwise, the Board of Commissioners of the County of Livingston hereby resolves as follows:

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the agreement regarding Delinquent Tax Parcels with Handy Township.

BE IT FURTHER RESOLVED that the Chairwoman of the Livingston County Board of Commissioners is authorized to sign all forms, assurances, contracts/agreements, and future amendments for monetary and contract language adjustments related to the above upon review and/or preparation of Bond Counsel.

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MOVED: Commissioner Lawrence
SECONDED: Commissioner Green
CARRIED: 8-0-1 Roll call vote: Lawrence, Green, Domas, VanHouten, Williams, Griffith, Dolan, Childs:
Nays: None; Absent: Parker

MEMORANDUM

To: Belinda M. Peters, Livingston County Administrator

From: Paul M. Wyzgoski *PW*

Re: Livingston County – Township of Handy Agreement Regarding Delinquent Tax Parcels

Date: February 16, 2015

Attached is a copy of the Livingston County – Township of Handy Agreement Regarding Delinquent Tax Parcels signed by the supervisor and clerk of the township. Mike Kehoe, the township's legal counsel on this matter, indicated that the agreement was approved by the township board at its meeting on February 10.

The agreement relates to certain parcels in the township that were previously owned by the Mitch Harris Building Company and then acquired by the township. It primarily pertains to the payment of delinquent taxes and special assessments on the properties to enable the township to sell the properties to a purchaser and deliver a warranty deed for such purpose.

The concept for this agreement was discussed at the county finance committee meeting on October 15, 2014, and a meeting on the subject attended by you, Dave Domas, Jennifer Nash, then-township supervisor Hank Vaupel, township clerk Laura Eisele and me took place the next day. Since then, the county work group, consisting primarily of you, Brian Jonckheere, Jennifer Nash and me, worked with Mike Kehoe to develop the agreement, ultimately in the form approved by the township.

The agreement is set up for signature by the chairperson of the county board of commissioners. A resolution of the county board of commissioners approving the agreement and authorizing the board chairperson to sign it would be needed, along with the chairperson's signing of the agreement, to complete the process.

LIVINGSTON COUNTY - TOWNSHIP OF HANDY
AGREEMENT REGARDING DELINQUENT TAX PARCELS

THIS AGREEMENT ("Agreement") is made as of January 1, 2015, by and between the COUNTY OF LIVINGSTON, a Michigan county (the "County"), and the TOWNSHIP OF HANDY (the "Township"), a Michigan general law township located in the County.

WITNESSETH:

WHEREAS, the Township has become the owner of parcels of land located in the Township bearing tax identification numbers 4705-08-100-038, 4705-08-300-004 and 4705-08-400-001 (the "Parcels"); and

WHEREAS, real property taxes and special assessments on the Parcels are outstanding and delinquent on the date hereof (such taxes and special assessments, including all applicable interest, fees and penalties through the date of payment in full of such taxes, special assessments, interest, fees and penalties, are referred to herein as the "Delinquent Taxes"); and

WHEREAS, the Township desires to pay the Delinquent Taxes to the Livingston County Treasurer to enable the Township to sell the Parcels and deliver a warranty deed for the Parcels to the purchaser thereof; and

WHEREAS, pursuant to the provisions of Act 185, Public Acts of Michigan, 1957, as amended ("Act 185"), the County, acting through its Board of Public Works, the Village of Fowlerville (the "Village") and the Township entered into the Livingston County Sewage Disposal System (Village of Fowlerville/Township of Handy) 2005 Improvements and Extensions Contract, dated as of June 1, 2005, as amended by the First Amendment to Livingston County Sewage Disposal System (Village of Fowlerville/Township of Handy) 2005 Improvements and Extensions Contract, dated as of October 1, 2005 (as amended, the "2005 Contract"), in respect of the acquisition, construction and financing of wastewater treatment and collection improvements to serve various parcels in the Village and the Township (the "Project"); and

WHEREAS, due to problems with one of the contracts for that portion of the Project known as the Grand River Sewer Extension, the County and the Township amended the 2005 Contract by entering into the Second Amendment to Livingston County Sewage Disposal System (Village of Fowlerville/Township of Handy) 2005 Improvements and Extensions Contract dated as of December 1, 2012 (the "Second Amendment") (the 2005 Contract, as amended by the Second Amendment, is hereinafter referred to as the "Amended 2005 Contract"), pursuant to which the County agreed to advance money from its available funds to pay the cost of completing the Grand River Sewer Extension; and

WHEREAS, the parties hereto desire to address certain matters relating to the Grand River Sewer Extension and the Amended 2005 Contract as it relates to the Grand River Sewer Extension as hereinafter set forth; and

WHEREAS, the County desires to contribute to the payment of the Delinquent Taxes to enable the Township to sell the Parcels, thereby assisting the Township in having the Parcels placed back on the property tax rolls and meeting its contractual obligations under the Amended 2005 Contract.

NOW, THEREFORE, in consideration of the premises and the covenants of each other, the parties hereto agree as follows.

1. Payment of Delinquent Taxes. The Township shall pay all of the Delinquent Taxes, less a \$1,200,000 contribution by the County, to the County Treasurer on or before December 24, 2015. If the Township is unable to make payment by such date, it shall be entitled to a three-month extension upon sending written notice thereof to the County Treasurer by such date. At the time of such payment by the Township, the County shall contribute \$1,200,000 by payment of such amount to the County Treasurer for application to the Delinquent Taxes. In the event that the Township does not tender the full amount of the Delinquent Taxes (less the County contribution of \$1,200,000) to the County Treasurer on or before the date set forth in this paragraph, or the extended date provided herein, the County shall have no obligation to make any contribution pursuant to this paragraph. In such case, however, all other provisions of this Agreement shall remain in full force and effect.

2. Waiver and Release of Township Claims. The Township agrees that it waives any and all claims of liability and other causes of action, at law or in equity, it may have against the County and all past or present officials, agents, representatives, employees, successors and assigns arising out of or relating to the Grand River Sewer Extension, and releases such entities from all manner of such claims and causes of action to be effective on the date payment is made by the County as provided in paragraph 1 above.

3. Continuing Obligations of the Township. Nothing herein shall in any way impair or limit the obligations of the Township to the County pursuant to the provisions of the Amended 2005 Contract or impair or limit the remedies of the County to enforce the Township's obligations as set forth in the Amended 2005 Contract and Act 185. The Township acknowledges and confirms that the Amended 2005 Contract is the valid, binding and enforceable agreement of the Township.

4. Effective Date. This Agreement shall become effective upon approval by the Township Board of the Township and by the Board of Commissioners of the County, and when duly executed by the Supervisor and Clerk of the Township and by the Chairperson of the County Board of Commissioners.

5. Counterparts. This Agreement may be executed in several counterparts, each of which when executed shall be deemed an original, and all of which when taken together shall constitute but one and the same agreement.

6. Modifications, Amendments. Modifications, amendments or waivers of any provision of this Agreement may be made only by the written mutual consent of the County and the Township.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be executed as of the date and year first above written.

COUNTY OF LIVINGSTON

By: *Carol Inghra*
Its: Chairperson, Board of Commissioners

TOWNSHIP OF HANDY

By: *Ed Alveaux*
Its: Supervisor

By: *Deanna Russell*
Its: Clerk



LIVINGSTON COUNTY, MICHIGAN
LIVINGSTON COUNTY TREASURER

200 E. Grand River
Howell, MI 48843
Phone 514-546-7010 Fax 517-545-9638
Web Site: livingstonlive.org

Memorandum

To: Livingston County Board of Commissioners
From: Jennifer M. Nash
Date: October 14, 2015
**Re: RESOLUTION AUTHORIZING PAYMENT OF COUNTY
OBLIGATION UNDER THE "LIVINGSTON COUNTY –
TOWNSHIP OF HANDY AGREEMENT REGARDING
DELINQUENT TAX PARCELS"**

Resolution #2015-03-055 authorized the agreement between the County and Handy Township regarding the payment of delinquent taxes owed on property acquired by Handy Township.

The agreement allows the Township to deliver a warranty deed for the parcels to enable the township to sell the parcels to a prospective purchaser.

I have been notified by Handy Township that a closing for the purchase of this property is anticipated to occur within the next two weeks. I have also been contacted by the Title Company preparing the closing work, which tells me things are in the works.

With a closing scheduled to take place this month, the total delinquent taxes owed on these parcels is \$3,783,816.16. According to the agreement, Livingston County will be paying \$1,200,000 of this, and the remaining \$2,583,816.16 will be paid by the Township through the closing of the property purchase.

The agreement is in place and is a "done deal". At this point, the resolution before you is in preparation of receiving the Township's financial obligation according to the agreement. The agreement states the County's obligation shall be to the County Treasurer for application to the Delinquent Taxes upon receipt of the Township's portion to the County Treasurer. The resolution before you simply authorizes the County Treasurer to pay the County's obligation of \$1.2 million from the Debt Service Sinking Fund upon receipt of the Township's portion of the delinquent taxes.

RESOLUTION

NO: 2011-04-121

LIVINGSTON COUNTY

DATE: April 12, 2011

RESOLUTION AUTHORIZING THE CREATION OF A DEBT SERVICE SINKING FUND - BOARD OF COMMISSIONERS - FINANCE - FULL BOARD

WHEREAS, Livingston County's property values continue to decline; home foreclosures are at a record high; and a majority of our local units are experiencing increased delinquent property taxes; most notable in Special Assessment Districts where the revenue stream is intended to make annual debt payments; and

WHEREAS, At the request of local communities, Livingston County has over the years, pledged its full, faith and credit by issuing limited tax general obligation bonds to finance the installation of utilities;

WHEREAS, In agreeing to issue bonds Livingston County has secured a contractual pledge of the community's tax collections and state shared revenues to the extent permitted by statute; and

WHEREAS, It may be necessary for Livingston County to assist with a portion of annual debt payments; however, in accordance with the Act 185 contracts, each local unit is mandated to reimburse the County for any amounts paid including interest; and

WHEREAS, In order to protect the fiscal integrity of Livingston County it is recommended to establish and fund a Debt Service Sinking Fund in the amount of \$2.0 million; and

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby creates a Debt Service Sinking Fund.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners authorizes a transfer of the fund balance, approximately, \$1,645,895 from Fund 466 Corrections Facility to the newly created Debt Service Sinking Fund.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners authorizes a budget amendment to the General Fund for approximately \$354,105 and transfer of same into the newly created Debt Service Sinking Fund, for a balance of \$2.0 million.

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MOVED: Commissioner Mantey

SECONDED: Commissioner LaBelle

CARRIED: 8-0-1 absent Roll call vote: Ayes; Mantey, Domas, VanHouten, Drick, Williams, Griffith, LaBelle, Jones; Nays: None Absent: Dolan

RESOLUTION

NO: 2015-10-216

LIVINGSTON COUNTY

DATE: October 19, 2015

RESOLUTION TO AUTHORIZE REQUEST TO USE COUNTY GROUNDS FOR BIG BROTHERS / SISTERS – Facility Services / Board of Commissioners

WHEREAS, Big Brothers/Sisters has requested the use of County grounds, specifically the Livingston County Jail Facility for the purpose of holding Some Time and Tour Event from 7:00 pm to 11:00 pm, on Friday, November 6, 2015.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the request for use of County grounds by Big Brothers/Sisters, for the purpose of holding Some Time and Tour Event from 7:00 pm to 11:00 pm, on Friday, November 6, 2015.

BE IT FURTHER RESOLVED that requested use of county grounds will be in accordance with existing county policy at the time of the event.

#

**MOVED:
SECONDED:
CARRIED:**

APPLICATION FOR USE OF LIVINGSTON COUNTY GROUNDS & FACILITIES

Please return completed application to: LIVINGSTON COUNTY BUILDING SERVICES
420 S. Highlander Way, Howell, MI 48843 -or- By Fax: 517-546-0271 - Phone: 517-546-6491

**** The cost to use County grounds is \$25.00 per each event.****

This form must be accompanied by a cover letter.

Date(s) and time of use (start and end): *Friday, November 6, 2015 and POSSIBLY November 7, 2015*

Name of Event: *Livingston County Jail Tour*

Type of Event: *Promotion of Aweness and Fundraiser for Big Brothers Big Sisters of Livingston County*

Group Requesting Use: *Big Brothers Big Sisters of Livingston County*

Name of Person Responsible: *Shari Davis-Schoech*

Address: *915 N. Michigan Ave., Suite 104, Howell, MI 48843*

Telephone Number: *(517) 546-1140*

Fax Number: *(517) 546-0092*

E-mail address: *sharibbbslc@shbcglobal.net*

Specific areas of County grounds you request to use:

The addition to the Livingston County Jail

Is event open to the general public? Yes No Number of participants expected: *70*

What equipment will be used on the grounds - ex: chairs, tables, electrical equipment, restroom facilities?

Will need additional chairs and the use of the restrooms.

When will equipment be set up? *Friday, November 6, 2015*

If outside, is food to be served for a fee? Y N If yes, has the appropriate Health Department permit been obtained? Y N

Has this group used County facilities/grounds for other events, if so, please list functions and dates?

Liability insurance naming "Livingston County" as an "additional insured" is required in the amount of \$1 million at the time of event. Does this group have liability insurance to cover this event? Yes No

Hold Harmless/Indemnification

To the fullest extent permitted by law I agree to defend, pay on behalf of, indemnify, and hold harmless Livingston County, its elected and appointed officials, employees and volunteers, and others working on behalf of Livingston County against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Livingston County, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of my use of Livingston County grounds and facilities.

I have read and agree to the above hold harmless/indemnification clause as well as the Rules For Use of County Grounds and Facilities and I understand that County grounds and facilities will be left in a clean and neat condition after use and I agree to pay for any damage to the facility/grounds which may incur as a result of this scheduled function.

Shari Davis-Schoech

Signature of Responsible Person

10/14/15

Date

RESOLUTION

NO: 2015-10-217

LIVINGSTON COUNTY

DATE: October 19, 2015

RESOLUTION ADOPTING THE 2016 LIVINGSTON COUNTY BUDGET - BOARD OF COMMISSIONERS

WHEREAS, in accordance with the provisions of Public Act 2 of 1968, Public Act 621 of 1978, the Uniform Budgeting and Accounting Act for Local Government, requires that each local unit of government adopt a balanced budget for all required funds; and

WHEREAS, the County Administrator has submitted a proposed budget as required by statute which implements board policies; Elected Officials, Judges and Department Directors were requested to submit a line-item budget; and,

WHEREAS, the Finance Committee has requested and reviewed the proposed budget for the County departments, including the courts, under the scope of its policy, and recommends adoption of the Proposed 2016 Budget to the Board of Commissioners; and

WHEREAS, on the 1st of June, 2015, the County of Livingston was allocated 5.0 mills by the County Tax Allocation Board and the Livingston County Board of Commissioners approved the Headlee rolled back millage rate of 3.3890 to support the 2016 General Fund Operations, .2999 to support Ambulance and .0500 to support Veterans Relief; and

WHEREAS, it is recommended that the 2016 General Fund Budget be approved for the total of \$43,804,752 and Special Revenue and Enterprise Funds approved as shown in the Proposed 2016 Budget Plan, as well as the informational summary of projected revenues and expenditures for Internal Service Funds; and

WHEREAS, the recommended 2016 Budget will be filed with the Livingston County Clerk on the 8th day of October, 2015; pursuant to state statute; and

THEREFORE BE IT RESOLVED that the 2016 General Fund Budget is approved in the amount of \$43,804,752 and revenues shall be appropriated and expenditures budgeted for the 2016 General Fund Budget, Special Revenue Funds, and Enterprise Funds on a fund and cost center basis in the amounts set forth below.

PROSECUTING ATTORNEY		
Prosecuting Attorney	101-26700	\$2,092,830
Family Support – GF Contribution	101-26717	\$87,480
Federal Grants – Family Support	238-26717	\$283,295
State Grants—Crime Victims Rights	239-26718	\$131,521
Prosecutors Drug Fund	264-28500	\$5,000

EQUALIZATION		
Equalization	101-25700	\$473,889

VETERANS SERVICES		
Veterans Services	101-68200	\$409,832
Veterans Trust Fund	294-68300	\$23,000
Veterans Relief Fund	293-68900	\$416,109

MSU EXTENSION		
MSU Cooperative Extension	101-26100	\$228,048

PERSONNEL & PAYROLL		
Human Resources	101-27000	\$616,251

COUNTY CLERK		
County Clerk	101-21500	\$440,416
Co. Clerk Circuit Crt Div.	101-21599	\$746,693
Tax Allocation	101-24800	\$1,150
Elections	101-26200	\$151,029
Concealed Pistol Licensing	268-21500	\$69,661

DRAIN COMMISSIONER		
Drain Commission	101-27500	\$2,000,046
DPW	101-44100	\$151,443
Drains Public Benefit	101-44500	\$225,650
Landfill Fund	517-44100 <i>General Fund Appropriation</i>	\$148,548 \$68,200
Wastewater O&M	575-0275	\$23,906
Septage Receiving Station	577-27500	\$1,427,388
Equipment/Revolving	639-27500	\$760

REGISTER OF DEEDS		
Plat Board	101-24900	\$300
Register of Deeds	101-26800	\$610,458
Co. Survey Remonumentation	245-27800	\$141,950
Register of Deeds Automation	256-26801	\$298,193

TREASURER		
Treasurer	101-25300	\$932,739
Chargebacks	101-89900	\$3,000
Homestead Property Exemption	255-22300	\$8,458

ANIMAL SERVICES		
Animal Services	101-43000	\$710,986

BOARD OF COMMISSIONERS/COUNTY ADMINISTRATION		
Board of Commissioners	101-10100	\$495,175
Administration	101-17200	\$572,271
ERP Project	101-19200	\$28,881
Professional Services	101-22300	\$112,450
Purchasing	101-23300	\$186,657
Facilities Services	101-26500	\$27,632
Civil Counsel	101-26900	\$149,892
Mental Health	101-64900	\$600,470
Senior Services	101-67200	\$136,250
Economic Development	101-72800	\$185,000
Community Action Programs	101-74700	\$550,409
Insurance Policies & Bonds	101-85100	\$1,250,000
Ins – Unemployment	101-87000	\$25,000
Appropriations	101-96600	\$667,500
Contingencies	101-96800	\$809,590
Small Cities CDBG	243-72800	\$80,000
CDBG – OLHSA	244-69000	\$45,000
Social Welfare Fund	290-67000 <i>General Fund Appropriation</i>	\$9,000 \$4,500

AIRPORT		
Airport Fund	581-05400	\$1,282,185

AMBULANCE		
Medical Examiner	101-64800	\$280,693
Ambulance Fund	210-65100	\$9,777,377

BUILDING & SAFETY ENGINEERING		
Building Safety	542-37100	\$2,425,797

CENTRAL DISPATCH / 911		
Emergency Management	101-42600	\$162,535
911 Services Operations	261-32500	\$4,099,386
911 Enhanced Services	261-32525	\$356,000
911 Personal Training	261-32526	\$31,800
911 Homeland Security Grant	261-32527	\$74,500

SHERIFF		
Sheriff – Road Patrol	101-30100	\$7,240,724
Secondary Road Patrol	101-30106	\$148,551

SHERIFF		
Jail	101-35100	\$9,080,139
Federal Grant	238-30100	\$30,000
State Grant	239-30100	\$14,000
State Secondary Road	239-30106	\$244,527
Correction Officer Training	263-35100	\$10,000
Drug Law Enforcement Fund	265-30100	\$37,710
Federal Equitable Sharing	266-30100	\$90,000
Criminal Forfeiture Fund	296-30100	\$2,500

HEALTH DEPARTMENT		
Contagious	101-60500	\$4,000
Health Fund	221-60100 <i>General Fund Appropriation</i>	\$3,639,470 \$734,592

JOB TRAINING SERVICE / MICHIGAN WORKS!		
Michigan Works!	277-74300	\$3,333,249

PLANNING		
Planning	101-72100	\$363,076

COMPREHENSIVE COMMUNITY CORRECTIONS		
Comprehensive Community Correction	275-36200	\$176,615

L.E.T.S		
L.E.T.S.	588-53800	\$3,187,589

BE IT FURTHER RESOLVED, that the Board of Commissioners requested and the Courts presented line-item budget requests and those are authorized in the amounts set forth below:

COURTS		
Circuit Court	101-13100	\$1,495,887
District Court	101-13600	\$2,420,558
Probate Court	101-14800	\$676,268
Juvenile Court	101-14900	\$992,668
Guardianship Services	101-15000	\$12,350
Circuit Court Probation	101-15100	\$109,777
Appellate Court	101-16700	\$67,700
Central Services	101-16800	\$1,814,307
Court Security Officers	101-30500	\$383,511
Family Counseling Services	214-14100	\$14,000

COURTS		
Friend of Court	215-14100 <i>General Fund Appropriation</i>	\$2,519,654 \$886,777
Federal Grants	238-16800	\$515,640
State Grants	239-16800	\$498,920
Law Library Fund	269-14500	\$6,600
Child Care Fund – Juvenile	292-66200 <i>General Fund Appropriation</i>	\$1,882,541 \$585,000
Child Care Fund – Social Svcs	292-66300 <i>General Fund Appropriation</i>	\$647,000 \$547,000

BE IT FURTHER RESOLVED that the projected revenues and expenditures for Internal Service Funds is also approved; but not as part of the Livingston County Budget for 2016, pursuant to Public Act 2 of 1968, as amended, in the amounts set forth below:

FACILITY SERVICES		
Facility Services	631-26500	\$3,349,183

CAR POOL		
Car Pool Fund	661-26300	\$1,601,883

INFORMATION TECHNOLOGY		
Information Technology	636-22800	\$3,880,560

BENEFIT FUND		
Benefit Fund	677-85200	\$9,544,987

BE IT FURTHER RESOLVED, that County revenues and expenditures may vary from those which are currently projected and accordingly may be amended from time to time by the Board of Commissioners during the 2016 fiscal year as deemed necessary. It is the responsibility of the Chief Judges, County Elected Officials and County Department Heads to monitor their respective budget quarterly. If projected expenditures exceed the authorized budget or projected revenues are less than budgeted, then they shall come before the Board of Commissioners and present a corrective plan of action to the Finance Committee.

BE IT FURTHER RESOLVED, items approved with the adoption of the 2016 Budget, which include department line item detail deemed sufficient by the County Administrator or Deputy County Administrator/Financial Officer will receive authorization to purchase or hire as of January 1, 2016. Variances that require a budget amendment, and/or are

greater than 10 percent or \$25,000 of the amount listed in the detail for that item, will require Board authorization prior to purchase or hire. Variances less than 10% or \$25,000 of line item detail and does not require a budget amendment may be authorized by the County Administrator.

BE IT FURTHER RESOLVED, that the Chief Administrative Officer is authorized to execute transfers among line items and cost centers within funds in amounts not to exceed \$25,000 per transfer without the prior approval of the Board of Commissioners. The Chief Administrative Officer will notify the Finance Committee of any such transfers.

BE IT FURTHER RESOLVED, that any services funded by State/Federal grants which costs exceed grant funding and which services are not basic to the health and safety of the residents of Livingston County and/or which are provided by others; shall be discontinued and the grant funding declined.

BE IT FURTHER RESOLVED, that any services that lose funding (either charges-for-services, fees, or contractual, etcetera) or which costs exceed the revenue generated and which services are not basic to the health and safety of the residents of Livingston County and/or the services are provided by others; shall be reduced to commensurate with funding levels.

BE IT FURTHER RESOLVED that all Judges, County Elected Officials and County Department Heads shall abide by the Purchasing Policy, as adopted and amended from time to time by this Board, for all purchases made with funds appropriated by the Board of Commissioners and these budgeted funds shall be appropriated contingent upon compliance with the Purchasing Policy.

BE IT FURTHER RESOLVED that all Judges, County Elected Officials and County Department Heads shall abide by the County Cash Policy, as adopted and amended by this Board from time to time.

BE IT FURTHER RESOLVED that all Judges, County Elected Officials and County Department Heads shall abide by the County Claims & Payable Policy and Budget Transfer Policy, as adopted and amended by this Board from time to time.

BE IT FURTHER RESOLVED that the mileage reimbursement rate for employees and elected officials for use of their personal vehicles to travel/perform county business be established at \$.40 per mile.

BE IT FURTHER RESOLVED that the Board of Commissioners make a one-time non-precedent setting exception to the Business Expense Reimbursement Policy and allow travel

outside of the continental United States so the Financial Officer and Financial Analyst may attend the 2016 GFOA conference in Toronto, Canada.

BE IT FURTHER RESOLVED that all County Elected Officials and County Department Heads shall review departmental fees and make a recommendation, with justification, for fee adjustments to the Board of Commissioners to cover the costs of providing services.

BE IT FURTHER RESOLVED that the approved Authorized & Funded Employee List contained in the attached budget reflects the number of employees who are authorized to be employed and no funds are appropriated for any position or employees not on the approved Authorized & Funded Employee List.

BE IT FURTHER RESOLVED that the positions below be authorized and included in the approved 2016 budget Authorized & Funded Employee List:

SHERIFF – ROAD PATROL

- Addition of Five (5) Special part time Deputies, or .25 FTEs
- Eliminate One (1) Lieutenants, or .25 FTEs
- Eliminate Two (2) full time Deputies, or 2.0 FTEs

SHERIFF – JAIL

- Creation of One (1) full time Jail Population Monitor, or 1.0 FTEs

DISTRICT COURT

- Increase Three (3) Law Clerks from part time to full time, or 1.50 FTEs to 3.0 FTEs
- Eliminate Two (2) part time Deputy Court Clerks, or 1.0 FTEs

PROSECUTING ATTORNEY – FAMILY SUPPORT

- Addition of One (1) part time Administrative Aide, or .50 FTEs

COUNTY ADMINISTRATION

- Eliminate Two (2) part time Admin Interns, or 1.0 FTEs

DRAIN COMMISSIONER

- Addition of One (1) Term full time Drain/Soil Inspector, or 1.0 FTE
- Increase One (1) Administrative Specialist from part time to full time, or .73 FTEs to 1.0 FTEs

VETERANS SERVICES

- Creation of One (1) part time Driver, or .48 FTEs

ANIMAL CONTROL

- Addition of One (1) part time Kennel Assistant, or .48 FTEs

COMMUNITY CORRECTIONS

- Increase One (1) Administrative Assistant from part time to full time, or .50 FTEs to 1.0 FTEs
- Eliminate One (1) full time CCAB Supervisor/Specialist, or 1.0 FTEs
- Eliminate One (1) full time Pre-Trial Services Specialist, or 1.0 FTEs

CENTRAL DISPATCH/911

- Addition of One (1) part time Admin Aide, or .50 FTEs
- Eliminate One (1) part time Emergency Manager/Deputy Director, or .75 FTEs

EMERGENCY MANAGEMENT

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- Creation of One (1) full time Emergency Manager, or 1.0 FTEs
EMERGENCY MEDICAL SERVICES (EMS)
 - Addition of Four (4) full time Paramedics, or 4.0 FTEs

BE IT FURTHER RESOLVED that the County utilizes Position Control in the County’s ERP system to maintain all Board authorized positions. Creation of new positions should be presented during the budget process. Resolutions for new positions or department reorganizations being presented to the Board of Commissioners for approval will clearly state the funding source and amount requested for that position on the resolution, as well as the position control number with position description and FTE. Positions being funded by grants or other stated sources of funding will not be made active in the County Position Control File until an approved categorized budget from the awarding agency is received by County Administration Finance as the position will be tied to this funding source in Position Control.

BE IT FURTHER RESOLVED that if the Board of Commissioners authorizes a vacant position shall be filled; then all Judges, County Elected Officials and County Department Heads will hold that position vacancy that occurs during the 2016 fiscal year open for the appropriate duration of time to properly compensate for vacation and/or sick pay-offs and/or any separation payments to insure personnel expenditures don’t exceed the 2016 authorized budget provided that mandated functions can be performed at a serviceable levels. Positions that will become vacant where the department head deems it necessary to temporarily double fill for either transition or succession planning purposes will need to bring this request to the Board for approval and authorization of funding.

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MOVED:
SECONDED:
CARRIED: