

FINANCE COMMITTEE

10/5/2016

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**
 - A. Minutes of Meeting Dated: September 21, 2016
 - B. Closed Session Minutes Dated: September 21, 2016
4. **TABLED ITEMS FROM PREVIOUS MEETINGS**
5. **APPROVAL OF AGENDA**
6. **CALL TO THE PUBLIC**
7. **RESOLUTIONS FOR CONSIDERATION:**

08 **Airport**
RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY
AERONAUTICAL FACILITIES BOARD TO ENTER INTO A GROUND
LEASE AGREEMENT WITH LITTLE TEXAN LLC FOR AIRPORT
PROPERTY AT 3570 WEST GRAND RIVER AVENUE - Airport / General
Government / Finance / Board

09 **Airport**
RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY
AERONAUTICAL FACILITIES BOARD TO DECLINE TO EXERCISE THE
RIGHT OF FIRST REFUSAL FOR THE HANGAR OWNED BY VISTA
PROPERTY SERVICES, INC - Airport / General Government / Finance / Board

10 **Airport**
RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY
AERONAUTICAL FACILITIES BOARD TO ENTER INTO A GROUND
LEASE AGREEMENT WITH THREE T'S PROPERTIES LLC OR A
WHOLLY OWNED SUBSIDIARY OF THREE T'S PROPERTIES LLC
OWNED BY THE SAME PRINCIPAL MEMBERS FOR AIRPORT
PROPERTY AT 3540 WEST GRAND RIVER AVENUE - Airport / General
Government / Finance / Board

11. **CLOSED SESSION**
 Union Negotiations Update

12. **REPORTS**
 Budget Presentation - Courts (Circuit Court, District Court, Probate Court,
 Juvenile Court, Friend of the Court, Child Care)

- 13. CLAIMS**
- 14. PREAUTHORIZED**
- 15. CALL TO THE PUBLIC**
- 16. ADJOURNMENT**

MEETING MINUTES

LIVINGSTON COUNTY

SEPTEMBER 21, 2016 – 7:30 AM

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

FINANCE COMMITTEE

COMM. GARY CHILDS

COMM. DENNIS DOLAN

COMM. DAVID DOMAS

COMM. BILL GREEN – FINANCE CHAIR

COMM. CAROL GRIFFITH

COMM. KATE LAWRENCE

COMM. DON PARKER

COMM. RON VAN HOUTEN

COMM. STEVE WILLIAMS

1. **CALL TO ORDER:** Meeting called to order by **COMM. BILL GREEN** at 7:30 AM
2. **ROLL CALL:** COMMISSIONER PARKER AND COMMISSIONER DOMAS ABSENT AT ROLL CALL.
3. **APPROVAL OF MINUTES:** MINUTES DATED: SEPTEMBER 7, 2016

CLOSED SESSION MINUTES DATED: SEPTEMBER 7, 2016

MOTION TO APPROVE THE MINUTES AND CLOSED SESSION MINUTES, AS PRESENTED

MOVED BY: DOLAN / SECONDED BY: CHILDS

ALL IN FAVOR - MOTION PASSED

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

MOTION TO APPROVE THE AGENDA, AS PRESENTED / MODIFIED.

MOVED BY: GRIFFITH / SECONDED BY: VAN HOUTEN

ALL IN FAVOR - MOTION PASSED

6. **CALL TO THE PUBLIC:** None
7. **RESOLUTIONS FOR CONSIDERATION:**

COMMISSIONER PARKER ENTERED AT 7:31 A.M.

- 8. CIRCUIT COURT: RESOLUTION FOR THE SPECIAL COURTS AND SPECIALTY PROGRAMS TO ENTER INTO A CONTRACT FOR GRANT FUNDED DRUG TESTING SERVICES AND FOR DISTRICT COURT TO ENTER INTO A LEASE FOR SPACE LOCATED IN THE ASSET BUILDING ON THE JUDICIAL CENTER CAMPUS WITH DRUG AND ALCOHOL TESTING CENTERS, INC.**

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

- 9. JAIL: RESOLUTION AUTHORIZING A BUDGET AMENDMENT TO THE 2016 APPROVED BUDGET FOR THE JAIL DEPARTMENT**

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

- 10. PROSECUTOR: RESOLUTION TO AUTHORIZE 2017 FISCAL YEAR GRANT FOR THE CRIME VICTIM RIGHT'S UNIT IN THE PROSECUTOR'S OFFICE**

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

- 11. PROSECUTOR: RESOLUTION TO AUTHORIZE A BUDGET AMENDMENT TO THE CRIME VICTIM RIGHT'S 2016 BUDGET**

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

- 12. EMERGENCY MANAGEMENT: RESOLUTION AUTHORIZING THE ACCEPTANCE AND SIGNING OF THE 2017 EMERGENCY MANAGEMENT PERFORMANCE GRANT AGREEMENT OUTLINING THE CRITERIA REQUIRED TO RECEIVE REIMBURSEMENT FOR THE EMERGENCY MANAGEMENT PROGRAM**

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

13. CENTRAL DISPATCH: RESOLUTION AUTHORIZING THE PURCHASE OF THE EVERBRIDGE MASS NOTIFICATION SYSTEM FOR CENTRAL DISPATCH

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

14. CENTRAL DISPATCH: RESOLUTION AUTHORIZING LIVINGSTON COUNTY 911 CENTRAL DISPATCH TO CONTRACT PENINSULA FIBER NETWORK TO BE LIVINGSTON COUNTY'S PRIMARY 911 SERVICE PROVIDER

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

15. EQUALIZATION: RESOLUTION TO LEVY 2016 VETERANS MILLAGE

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

16. ADMINISTRATION: RESOLUTION AMENDING RESOLUTION 2016-04-077 AUTHORIZING LIVINGSTON COUNTY'S ANNUAL BUDGET CALENDAR FOR 2017

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

17. BOARD OF COMMISSIONERS: RESOLUTION AUTHORIZING THE PROCESS FOR FILLING THE VACANCY OF THE HURON-CLINTON METROPOLITAN AUTHORITY BOARD OF COMMISSIONERS

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

18. ANIMAL CONTROL: RESOLUTION TO AUTHORIZE A BUDGET AMENDMENT TO THE 2016 APPROVED BUDGET FOR ANIMAL CONTROL

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

19. CLOSED SESSION:

- PENDING LITIGATION - ACLU

**MOTION TO RECESS TO CLOSED SESSION AT 7:43 AM
MOVED BY: LAWRENCE / SECONDED BY: GRIFFITH
ROLL CALL: CHILDS, DOLAN, DOMAS, GRIFFITH, LAWRENCE, PARKER, WILLIAMS, VAN HOUTEN, GREEN
YES: 8 / NO: 0 / ABSENT: 1
MOTION PASSED**

**MOTION TO RETURN TO OPEN SESSION AT 8:44 AM
MOVED BY: LAWRENCE / SECONDED BY: GRIFFITH
YES: 8 / NO: 0 / ABSENT: 1
MOTION PASSED**

20. REPORTS:

- **ANNUAL REPORT – INFORMATION TECHNOLOGY**
 - RICH MALEWICZ PRESENTED THE 2015 ANNUAL REPORT OF THE IT DEPARTMENT

21. CLAIMS:

**RECOMMEND MOTION TO THE BOARD TO APPROVE THE MISCELLANEOUS CLAIMS DATED:
SEPTEMBER 21, 2016
MOVED BY: GRIFFITH / SECONDED BY: LAWRENCE
ALL IN FAVOR - MOTION PASSED**

22. PREAUTHORIZED:

**RECOMMEND MOTION TO THE BOARD TO APPROVE THE COMPUTER PRINTOUT DATED:
9-8-16 THRU 9-21-16
MOVED BY: DOLAN / SECONDED BY: CHILDS
ALL IN FAVOR - MOTION PASSED**

23. CALL TO THE PUBLIC: None

24. ADJOURNMENT:

**MOTION TO ADJOURN AT 8:57 AM
MOVED BY: LAWRENCE / SECONDED BY: WILLIAMS
ALL IN FAVOR - MOTION PASSED**

Respectfully submitted,

NATALIE HUNT
RECORDING SECRETARY

RESOLUTION

NO:

LIVINGSTON COUNTY

Date:

RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO ENTER INTO A GROUND LEASE AGREEMENT WITH LITTLE TEXAN LLC FOR AIRPORT PROPERTY AT 3570 WEST GRAND RIVER AVENUE -- AIRPORT / GENERAL GOVERNMENT / FINANCE / BOARD

WHEREAS, Little Texan LLC of Brighton, Michigan purchased a hangar building previously owned by Howell Aviation Inc. located on airport property at 3570 W Grand River at the Livingston County Airport; and

WHEREAS, the proposed lease will be for a twenty (20) year term at the current lease rate; and

WHEREAS, the lease agreement is the standard airport lease; and

WHEREAS, the lease rate will be adjusted on an annual basis in accordance with the Consumer Price Index.

THEREFORE BE IT RESOLVED the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board to enter into a ground lease agreement with Little Texan LLC for airport property located at 3570 W. Grand River Avenue.

BE IT FURTHER RESOLVED that the Chair is authorized to sign the lease Agreement as drafted by Civil Counsel and any other related documents.

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Moved:

Supported:

Carried:



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF AIRPORT

3399 County Airport Drive
Howell, MI 48855
Phone 517.546.6675 Fax 517.546.6656
Web Site: co.livingston.mi.us

Memorandum

To: Livingston County Board of Commissioners
From: Mark D. Johnson
Airport Manager
Date: September 28, 2016
Re: Ground Lease with Little Texan LLC

This ground lease Agreement is for the hangar located at 3570 W. Grand River. This building was purchased by Little Texan LLC two years ago and the standard lease agreement requires that the purchaser of a hangar enter into a new lease agreement within twenty-four months.

Since the hangar was purchased by Little Texan LLC, there have been many improvements made to the hangar, including the installation of a new roof.

Little Texan LLC has Ron Staley, who is a member of the Livingston County Aeronautical Facilities Board, as a member of the LLC. Mr. Staley abstained from voting on this issue at the September meeting of the Livingston County Aeronautical Facilities Board.

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

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO DECLINE TO EXERCISE THE RIGHT OF FIRST REFUSAL FOR THE HANGAR OWNED BY VISTA PROPERTY SERVICES, INC – AIRPORT / GENERAL GOVERNMENT / FINANCE / BOARD

WHEREAS, there is an existing lease agreement between Livingston County and Vista Property Services Inc. which is dated March 2, 2011 for property at the Livingston County Airport; and

WHEREAS, Livingston County has the right of first refusal to match any offer in the event of the sale of the building; and

WHEREAS, Vista Property Services Inc. has entered into an agreement with Three T’s Properties LLC for the sale of the building; and

WHEREAS, the sale price for the hangar is \$300,000.00.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board to decline to exercise its right of first refusal for the sale of the Vista Property Services Inc.’s hangar to Three T’s Properties LLC.

BE IT FURTHER RESOLVED that in the event the sale is not finalized, the right of first refusal is retained for any other potential sale, excepting any sale by Three T’s Properties LLC to a wholly owned subsidiary of Three T’s Properties LLC comprised of the same principal members.

BE IT FURTHER RESOLVED the Chair is authorized to sign any related documents upon review by Civil Counsel.

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Moved:

Supported:

Carried:



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF AIRPORT

3399 County Airport Drive
Howell, MI 48855
Phone 517.546.6675 Fax 517.546.6656
Web Site: co.livingston.mi.us

Memorandum

To: Livingston County Board of Commissioners
From: Mark D. Johnson
Airport Manager
Date: September 28, 2016
Re: Right of First Refusal for Vista Properties LLC Hangar Sale

Livingston County entered into a lease agreement with Vista Properties in March 2011.

The hangar has been sold to Three T's Properties LLC, subject to the County's right of first refusal that is included in the standard land lease.

Three T's Properties LLC intends to make improvements to the building after the sale, including refurbishment of the office area.

The hangar area will offer heated aircraft storage for existing and new tenants in the hangar.

The Livingston County Aeronautical Facilities Board does not believe that it is in the best interest of the airport to purchase the hangar under the right of first refusal at this time.

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

RESOLUTION

NO:

LIVINGSTON COUNTY

Date:

RESOLUTION TO CONCUR WITH THE LIVINGSTON COUNTY AERONAUTICAL FACILITIES BOARD TO ENTER INTO A GROUND LEASE AGREEMENT WITH THREE T'S PROPERTIES LLC OR A WHOLLY OWNED SUBSIDIARY OF THREE T'S PROPERTIES LLC OWNED BY THE SAME PRINCIPAL MEMBERS FOR AIRPORT PROPERTY AT 3540 WEST GRAND RIVER AVENUE – AIRPORT / GENERAL GOVERNMENT / FINANCE / BOARD

WHEREAS, Three T's Properties LLC purchased a hangar building previously owned by Vista Property Services, Inc. located on airport property at 3540 W Grand River at the Livingston County Airport; and

WHEREAS, the proposed lease will be for a twenty (20) year term at the current lease rate; and

WHEREAS, the lease agreement is the standard airport lease; and

WHEREAS, the lease rate will be adjusted on an annual basis in accordance with the Consumer Price Index.

THEREFORE BE IT RESOLVED the Livingston County Board of Commissioners concurs with the Livingston County Aeronautical Facilities Board to enter into a ground lease agreement with Three T's Properties LLC or a wholly owned subsidiary of Three T's Properties LLC comprised of the same principal members for airport property located at 3540 W. Grand River Avenue.

BE IT FURTHER RESOLVED the Chair is authorized to sign the lease agreement as drafted by Civil Counsel and any related documents upon review of Civil Counsel.

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Moved:
Supported:
Carried:



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF AIRPORT

3399 County Airport Drive
Howell, MI 48855
Phone 517.546.6675 Fax 517.546.6656
Web Site: co.livingston.mi.us

Memorandum

To: Livingston County Board of Commissioners
From: Mark D. Johnson
Airport Manger
Date: September 28, 2016
Re: Land Lease with Three T's Properties LLC

Three T's Properties LLC has entered into an agreement to purchase the hangar owned by Vista Properties LLC at the Livingston County Airport.

Three T's Properties LLC desires to enter into a new lease agreement for the property at the time of closing on the hangar.

Three T's Properties intends to make improvements to the building, including a refurbishment of the office area.

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