



BOARD OF COMMISSIONERS

AGENDA

November 25, 2019

7:30 PM

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

"The mission of Livingston County is to be an effective and efficient steward in delivering services within the constraints of sound fiscal policy. Our priority is to provide mandated services which may be enhanced and supplemented to improve the quality of life for all who work, reside and recreate in Livingston County."

Pages

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 - a. Manistee County Resolution 2019-16 Request to Declare the Great Lakes Coast a Disaster Area and Seek Assistance
 - b. Otsego County Resolution OCR 19-25 Supporting Legislation to Adopt 4-Year Terms for County Commissioners
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 - a. Minutes of Meeting Dated: November 12, 2019
 - b. Minutes of Meeting Dated: November 20, 2019
7. **TABLED ITEMS FROM PREVIOUS MEETINGS**
8. **APPROVAL OF AGENDA**
9. **REPORTS**
 - a. **Livingston County Convention & Visitor's Bureau**
Mary Robinson, Executive Director
10. **PUBLIC HEARING**

Adoption of the 2020 Livingston County Budget

 - a. **Call Public Hearing to Order**
Motion Required

b. Public Comments

c. Adjourn Public Hearing

Motion Required

11. APPROVAL OF CONSENT AGENDA ITEMS

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13. CALL TO THE PUBLIC

14. ADJOURNMENT

CLERK
Jill Nowak
(231) 723-3331
CONTROLLER/ADMINISTRATOR
David A. Kieft, Jr.
(231) 398-3504

RESOLUTION #2019-16

MANISTEE COUNTY RESOLUTION REQUESTING TO DECLARE THE GREAT LAKES COAST A DISASTER AREA AND SEEKING ASSISTANCE

At a regular meeting of the Manistee County Board of Commissioners held in the Manistee County Courthouse & Government Center, 415 Third Street, Manistee, Michigan, on the 19th day of November 2019:

PRESENT: Bergstrom, Dontz, Goodman, Jaquish, Lagerquist, Schmidt

ABSENT: Batzer

The following resolution was offered by Goodman and seconded by Bergstrom:

WHEREAS, record high water levels in the Great Lakes, as well as the bays and rivers connected to them, have contributed toward major erosion on beaches and shorelines all across the State of Michigan during high water levels and currently throughout 2019; and

WHEREAS, it is anticipated that the Michigan winter with ice flows and jams will continue to worsen the already bad situation throughout the Great Lakes; and

WHEREAS, the Great Lakes are Michigan's most vital and precious resource; and

WHEREAS, the County of Manistee realizes the effects of storms, high water, and wind driven wave action that are causing severe erosion of the shoreline; and

WHEREAS, the public trust doctrine states that the sovereign holds in trust, for the public use, the resources such as the shoreline regardless of private property ownership; and

WHEREAS, the 3,288 miles of shoreline in the State of Michigan must be protected as referred to in the Public Trust Doctrine; and

WHEREAS, the Great Lakes are the State of Michigan's economic and property value driver for the tax base along the shoreline and connecting tributaries; and

WHEREAS, the conditions of the Great Lakes shoreline affects businesses and the tourism industry by limited access to the beaches; the loss of property along the shoreline directly affects the local, county, and state tax base; and the effects on municipal water systems and the inland waters levels throughout the state are all affected.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Manistee County Board of Commissioners requests that the Governor of the State of Michigan along with the State Legislature declare the Coast of the Great Lakes in the State of Michigan a disaster area,

and seek assistance from Congress and the President of the United States for this devastating situation which has an impact statewide.

STATE OF MICHIGAN)
)ss.
COUNTY OF MANISTEE)

I, Jill M. Nowak, County Clerk, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Manistee County Board of Commissioners at a regular meeting held on the 19th day of November, 2019, by the following vote:

YEAS: 6 Bergstrom, Dontz, Goodman, Jaquish, Lagerquist, Schmidt

NAYS: 0 None

ABSENT: 1 Batzner

I further certify that the foregoing Resolution is a true, correct and complete transcript of the original of said Resolution appearing on file and of record in my office. I further certify that the meeting was held and the minutes therefore were filed in compliance with Act No. 267 of the Public Acts of 1976.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the County of Manistee this 19th day of November, 2019.

CLERK OF THE COUNTY COMMISSION
MANISTEE COUNTY, MICHIGAN



Jill M. Nowak, County Clerk

Js: office\resolutions\2019_16_lake michigan

Minutes of a regular meeting of the Otsego County Board of Commissioners, held in Room 100 at the County Building, 225 W. Main St., Gaylord, Michigan on the 12th day of November, 2019 beginning at 9:30 a.m.

Present: Julie Powers, Henry Mason, Paul Liss, Duane Switalski, Rob Pallarito, Ken Glasser, Doug Johnson, Ken Borton, Bruce Brown.

Absent: None.

The following preamble and resolution was offered by Commissioner Julie Powers, seconded by Commissioner Doug Johnson.

RESOLUTION NO. OCR 19-25
AUTHORIZING RESOLUTION
OTSEGO COUNTY BOARD OF COMMISSIONERS
November 12, 2019

**OTSEGO COUNTY RESOLUTION SUPPORTING PASSAGE OF
LEGISLATION TO ADOPT 4-YEAR TERMS FOR COUNTY
COMMISSIONERS**

WHEREAS, the 1963 Michigan Constitution stipulated four-year terms for the county Board of Supervisors, the preceding body to today's Board of Commissioners; and

WHEREAS, the Legislature voted in 1966 to abolish Boards of Supervisors and formally replace them with Boards of Commissioners after the 1968 elections; and

WHEREAS, Public Act 261 of 1966 promulgated that the length of terms for the new county commissioners shall be concurrent with that of state representatives, as specified in Article IV, section 3 of the Michigan Constitution; and

WHEREAS, the scope of duties of a county commissioner has greatly increased in the last century — road patrols, indigent defense, mental health treatment and substance abuse prevention programming, solid waste pick-up and disposal, food and water supply safety, park operations, economic development efforts, emergency management and response; and

WHEREAS, Michigan is one of only five states in the United States that provides for exclusively two-year terms for county commissioners; and

WHEREAS, all other county and township elected officials in Michigan are elected to terms of at least four years; and

WHEREAS, the position of county commissioner is a highly complex oversight role that requires years to master; and

WHEREAS, legislation to amend state law to enact four-year terms has been filed in the form of House bills 4937-38 and Senate Bills 504-505; and

WHEREAS, the Michigan Association of Counties supports the legislation as introduced;

THEREFORE, BE IT RESOLVED that OTSEGO COUNTY supports House Bills 4937-38 and Senate Bills 504-505 to enact four-year terms for county commissioners.

Adopted this 12TH day of November, 2019

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

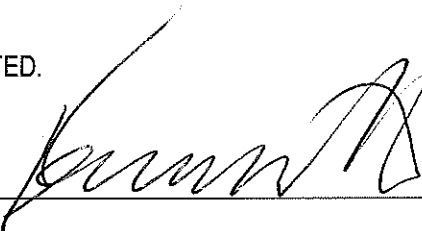
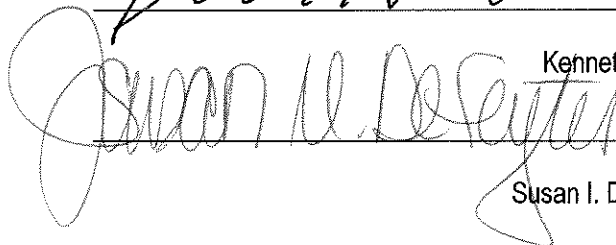
YES: Julie Powers, Rob Pallarito, Doug Johnson,

Ken Borton, Bruce Brown.

NO: Henry Mason, Paul Liss, Duane Switalski, Ken Glasser.

ABSTAIN: None.

THE RESOLUTION WAS DECLARED ADOPTED.

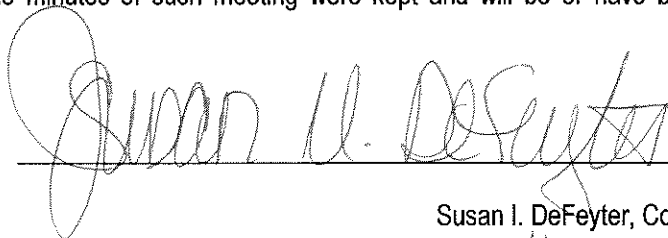
Kenneth C. Borton, Chairman

Susan I. DeFeyter, County Clerk

STATE OF MICHIGAN)

§
COUNTY OF OTSEGO)

The undersigned, being the duly qualified and acting Clerk of the County of Otsego, hereby certifies that the foregoing is a true and complete copy of a resolution duly adopted by the Otsego County Board of Commissioners at its regular meeting held on the 12th day of November, 2019, at which meeting a quorum was present and remained throughout and that an original thereof is on file in the records of the County. I further certify that the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, and that the minutes of such meeting were kept and will be or have been made available as required thereby.



Susan I. DeFeyter, County Clerk

DATED: 11-12-, 2019

LIVINGSTON COUNTY BOARD OF COMMISSIONERS

MEETING MINUTES

November 12, 2019, 7:30 p.m.

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

Members Present: Donald Parker, Dennis Dolan, William Green, Wes Nakagiri, Douglas Helzerman, Robert Bezotte, and Gary Childs

Members Absent: Kate Lawrence and Carol Griffith

1. CALL MEETING TO ORDER

The meeting was called to order by Chairperson Donald Parker at 7:30 p.m.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

All rose for the Pledge of Allegiance to the Flag of the United States of America.

3. ROLL CALL

Roll call by the Clerk indicated the presence of a quorum.

4. CORRESPONDENCE

- a. Otsego County Resolution #OCR 19-23 in Support of Line 5 Tunnel
- b. Alger County Resolution #2019-21 Trial Court Funding Commission Interim Report
- c. Alger County Resolution #2019-22 A Bill to Create Tourism Reinvestment Excise Tax

Motion to receive and place on file the correspondence.

It was moved by G. Childs
Seconded by R. Bezotte

MOTION Carried (7-0-2)

5. CALL TO THE PUBLIC

None.

6. APPROVAL OF MINUTES

- a. Minutes of Meeting Dated: October 28, 2019
- b. Minutes of Meeting Dated: November 6, 2019
- c. Closed Session Minutes Dated: October 28, 2019

Motion to approve the minutes as presented.

It was moved by D. Dolan
Seconded by R. Bezotte

MOTION Carried (7-0-2)

7. TABLED ITEMS FROM PREVIOUS MEETINGS

None.

8. APPROVAL OF AGENDA

Motion to approve the Agenda as presented.

It was moved by G. Childs

Seconded by W. Green

MOTION Carried (7-0-2)

9. REPORTS

9.a Tribute to Judge David Reader

Senator Lana Theis presented a Recognition of Service Award to Judge David Reader.

10. APPROVAL OF CONSENT AGENDA ITEMS

Resolutions 2019-11-165 and Resolutions 2019-11-167 through 2019-11-170

Motion to approve the resolutions on the Consent Agenda.

It was moved by W. Green

Seconded by G. Childs

Chairperson D. Parker requested the removal of Resolution 2019-11-166, Resolution Amending 2013-11-345 to Remove the Dog Licensing Late Fee from the County's Fee Structure – Treasurer and placing said resolution in the Resolutions for Consideration as 11.a.

Roll Call Vote: Yes (7): W. Green, W. Nakagiri, D. Helzerman, R. Bezotte, G. Childs, D. Parker, and D. Dolan;
No (0): None; Absent (2): K. Lawrence and C. Griffith

MOTION Carried (7-0-2)

10.a 2019-11-165

Resolution Authorizing an Agreement with Thomson Reuters to Provide Online Legal Research Services (Westlaw) – Court Administration

10.c 2019-11-167

Resolution Authorizing the County Treasurer to Establish Fund 272 US Treasury Equitable Sharing - Treasurer

10.d 2019-11-168

Resolution Authorizing Updated LETS Drug and Alcohol Policy – LETS

10.e 2019-11-169

Resolution Authorizing Livingston County Health Department to Enter into an Agreement with Washtenaw County Public Health to Share Medical Director Services– Health Department

10.f 2019-11-170

Resolution Amending Resolution 2019-08-118 Authorizing the Upgrade of the IVR System and Purchase of SelectTXT Module from Selectron Technologies - Building Department

11. RESOLUTIONS FOR CONSIDERATION

11.a 2019-11-166

Resolution Amending 2013-11-345 to Remove the Dog Licensing Late Fee from the County's Fee Structure - Treasurer

Motion to adopt the Resolution.

It was moved by R. Bezotte

Seconded by D. Helzerman

MOTION Carried (7-0-2)

12. CALL TO THE PUBLIC

None.

13. ADJOURNMENT

Motion to adjourn the meeting at 7:40 p.m.

It was moved by G. Childs

Seconded by D. Helzerman

Elizabeth Hundley, Livingston County Clerk

LIVINGSTON COUNTY BOARD OF COMMISSIONERS

MEETING MINUTES

November 20, 2019

IMMEDIATELY FOLLOWING THE FINANCE COMMITTEE

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

Members Present Donald Parker, Kate Lawrence, William Green, Wes Nakagiri, Douglas Helzerman,
Robert Bezotte, Carol Griffith, and Gary Childs

Members Absent Dennis Dolan

1. CALL MEETING TO ORDER

The meeting was called to order by Chairperson D. Parker at 9:54 a.m.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

All rose for the Pledge of Allegiance to the Flag of the United States of America.

3. ROLL CALL

Indicated the presence of a quorum.

4. CALL TO THE PUBLIC

None.

5. APPROVAL OF AGENDA

Motion to approve the Agenda as presented.

Moved By G. Childs

Seconded By D. Helzerman

Motion Carried (8-0-1)

6. FINANCE COMMITTEE RECOMMENDATION FOR APPROVAL OF CLAIMS

Dated: November 20, 2019

Motion to approve the Claims.

Moved By K. Lawrence

Seconded By C. Griffith

Motion Carried (8-0-1)

7. FINANCE COMMITTEE RECOMMENDATION FOR APPROVAL OF PAYABLES

Dated: November 7 through November 20, 2019

Motion to approve the Payables.

Moved By R. Bezotte

Seconded By W. Green

Motion Carried (8-0-1)

8. **CALL TO THE PUBLIC**

None.

9. **ADJOURNMENT**

Motion to adjourn the meeting at 9:56 a.m.

Moved By D. Helzerman

Seconded By R. Bezotte

Motion Carried (8-0-1)

Amy L. Kotesich, Deputy Clerk

UNAPPROVED

RESOLUTION

NO: 2019-11-171

LIVINGSTON COUNTY

DATE: November 25, 2019

Resolution Authorizing an Agreement with Ennis Center for Children, Inc. to Provide Juvenile Specialized Treatment Services for the 44th Circuit Court, Juvenile Division – Juvenile Court

WHEREAS, Livingston County has a need for specialized treatment services for youth in the Juvenile Court; and

WHEREAS, there is not a contract in place for this service; and

WHEREAS, in accordance with the County's Procurement Policy, a formal bid process was performed and Ennis Center for Children, Inc. submitted a proposal to provide juvenile specialized treatment service for the 44th Circuit Court, Juvenile Division for the period of January 1, 2020 through September 30, 2021, with the option of renewal for up to four (4) additional one-year periods; and

WHEREAS, the amount of the contract will not exceed \$20,000 per year with services at the following rates:

<i>Description of Service</i>	<i>Duration of Service</i>	<i>Price Per Service</i>
Intake Assessment	Through Completion	\$125.00
Group Therapy (Min: 3; Max: 8)	1.5 hour	\$175.00
Individual or Family Counseling (Office)	1 hour	\$75.00
Individual or Family Counseling (In Home)	1 hour	\$95.00
Case Planning Meetings	1 hour	\$50.00
Risk Assessment	Through Completion	\$500.00

WHEREAS, funding for treatment services for the 44th Circuit Court, Juvenile Division were budgeted and approved as part of the 2019/2020 Child Care Fund budget.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes entering into a contract with Ennis Center for Children, Inc. located at 129 E. Third Street, Flint, MI 48502 to provide specialized treatment services in accordance with RFP-LC-19-25 for the period of January 1, 2020 through September 30, 2021, with the option of renewal for up to four (4) additional one-year periods at the rates noted above.

BE IT FURTHER RESOLVED that the Chairman 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 Civil Counsel.

BE IT FURTHER RESOLVED that the Board of Commissioners authorizes any budget amendment necessary to effectuate the above award.

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MOVED:
SECONDED:
CARRIED:



LIVINGSTON COUNTY, MICHIGAN
LIVINGSTON COUNTY TRIAL COURTS
JUVENILE & PROBATE DIVISIONS

204 S. Highlander Way Suite 3 Howell, MI 48843

Phone 517-540-7739 Cell 734-260-0906

Email: dshaw@livgov.com

Memorandum

To: Livingston County Board of Commissioners
From: Deborah Shaw, Juvenile & Probate Court Administrator
Date: November 25, 2019
Re: Resolution Authorizing an Agreement with Ennis Center for Children, Inc. to provide juvenile specialized treatment services for the 44th Circuit Court, Juvenile Division

The attached resolution authorizes an agreement with Ennis Center for Children, Inc. for the period of January 1, 2020 through September 30, 2021, with the option of renewal for up to four (4) additional one-year periods to provide specialized treatment services for youth with sexually maladaptive behaviors, and their families, in the Livingston County Juvenile Court. Currently, there is not a contract for this service; however, grant funding has provided this service for over ten years.

Per the County Procurement Policy, a competitive bid process was performed in which the bid was posted on the Michigan Inter-governmental Trade Network (MITN), the County website, and 11 organizations were sent the solicitation directly. As a result, the solicitation reached a large group of potentially qualified therapists. Even though only one (1) submission was received, the evaluation committee believes that the process created a system of free and open competition. A thorough appraisal of the proposal and a comparison to negotiated rates for similar therapeutic services led the evaluation committee to recommend Ennis Center for Children, Inc. be awarded this contract.

Funding for this contract will not exceed \$20,000 per year. Funding is available in 2019/2020 Child Care Fund Budget for the period of January 1, 2020 – September 30, 2020.

If you have questions regarding this matter, please contact me. Thank you for your consideration and continued support of the Livingston County Trial Courts.

RESOLUTION

NO: 2019-11-172

LIVINGSTON COUNTY

DATE: November 25, 2019

Resolution Authorizing the Purchase and Installation of a Camera System for the Judicial Center and Brighton Court - Court Central Services

WHEREAS, the Courts have identified security in and around the Court offices to be a priority; and

WHEREAS, the Courts have determined that adding and replacing cameras to the current system for additional video surveillance is a top priority and agrees with the County IT department's recommendation to use the County's current vendor of physical security, Identify; and

WHEREAS, the project includes 21 cameras throughout the interior and exterior of the Judicial Center and 2 cameras in the Courtroom at Brighton District Court and installation services at a cost not to exceed \$41,998; and

WHEREAS, funding for this project is available in the Court's 2019 budget

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the purchase of cameras and installation services from Identify in an amount not to exceed \$41,998

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

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MOVED:
SECONDED:
CARRIED:

Expiry Date: 2/8/2020

Account Manager: Robert Suszynski

To:

LIVINGSTON COUNTY
304 E Grand River
Suite 101
Howell, Michigan 48843
United States
Attn:Richard Malewicz

Notes:

Livingston County Judicial Center
Interior Analytic Cameras
13 4MP Cameras
Court Rm 1 - 2 New
Court Rm 2 - 2 New
Court Rm 3 - 2 New
Court Rm 4 - 2 New
Court Rm 5 - 2 New
Add camera at end of hall near court 1
Brighton Court - 2 New
Exterior Analytic Cameras
2 MultiSensor Cameras with 4 - 8MP lenses
4 MultiSensor Cameras with 3 - 8MP lenses
2 Bullet Camera with 9-22 mm 5MP lenses
2 Bullet Cameras with 4.9-8 mm 8MP lenses
Installation and cabling of cameras.
POE Networking Switches and Programming by
Livingston IT

LINE	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	13.00	4.0C-H5A-D1-IR 4.0 MP WDR, LightCatcher, Day/Night, Indoor Dome, 3.3-9mm f/1.3 P-iris lens, Integrated IR, Next-Generation Analytics	\$728.00 USD	\$9,464.00 USD
2	2.00	32C-H4A-4MH-360 4x 8 MP, WDR, 4mm. Camera Only	\$1,760.00 USD	\$3,520.00 USD
3	4.00	24C-H4A-3MH-180 3x 8 MP, WDR, 5 2mm, Camera Only	\$1,540.00 USD	\$6,160.00 USD
4	2.00	5.0C-H5A-BO2-IR 5.0 MP WDR, LightCatcher, 9-22mm f/1.6 P-iris lens, Integrated IR, Next-Generation Analytics	\$913.00 USD	\$1,826.00 USD
5	2.00	8.0C-H5A-BO1-IR 8.0 MP (4K) WDR, LightCatcher, 4.9-8mm f/1.8 P-iris lens, Integrated IR, Next-Generation Analytics	\$1,100.00 USD	\$2,200.00 USD
6	23.00	ACC7-ENT ACC 7 Enterprise Edition camera license	\$167.00 USD	\$3,841.00 USD
7	4.00	H4-BO-JBOX1 Junction box for the H4A or H4SL HD Bullet cameras.	\$66.00 USD	\$264.00 USD
8	5.00	H4AMH-AD-PEND1 H4AMH-AD-PEND1, MUST ORDER IRPTZ-MNT-WALL1 OR IRPTZ-MNT-NPTA1 AND H4AMH-DO-COVR1	\$118.00 USD	\$590.00 USD
9	6.00	H4AMH-DO-COVR1 Outdoor Service Mount Adapter with Clear Cover	\$118.00 USD	\$708.00 USD
10	5.00	IRPTZ-MNT-WALL1 Pendant wall arm adapter, for use with H4AMH-AD-PEND1 or H4 IRPTZ.	\$76.00 USD	\$380.00 USD
11	6.00	POE-INJ2-PLUS-NA Single port POE+ injector, for use with H4 PTZ in-ceiling or pendant variants in temperature range of -10°C to +50°C (14°F to 122°F); compatible with indoor (in-ceiling) models or outdoor models installed in temperature range of -10°C to +50°C (14°F to 122°F).	\$60.00 USD	\$360.00 USD

Expiry Date: 2/8/2020

Account Manager: Robert Suszynski

LINE	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
12	1.00	H4AMH-AD-DOME1 SURFACE MOUNT ADAPTER, MUST ORDER H4AMH-D0-COVR1	\$128.00 USD	\$128.00 USD
13	3.50	CAT 6 23/4pr Category 6 UTP CMP/CL2P/FT6 BLU 63611106 23/4PR CAT6 CMP/FT6 1M BX Orange Plenum	\$298.00 USD	\$1,043.00 USD
14	1.00	MISCELLANEOUS MATERIAL MISCELLANEOUS MATERIAL, CONDUIT, ANCHORS, HARDWARE, ETC., PATCH CABLES.	\$429.00 USD	\$429.00 USD
15	1.00	LABOR INSTALLATION, TERMINATION, PROGRAMMING, TESTING AND PROJECT MANAGEMENT	\$10,965.00 USD	\$10,965.00 USD

Approved By:

Robert Suszynski

Payment Term: Net 30

Product Total	\$30,913.00 USD
Project Services	\$10,965.00 USD
Subtotal	\$41,878.00 USD
Shipping And Handling	\$120.00 USD
Total	\$41,998.00 USD

Expiry Date: 2/8/2020**Account Manager:** Robert Suszynski

Please review the information contained in this document and ensure that it satisfies the needs pertaining to the anticipated outcome. Once you have reviewed and approved the proposed scope of work, please sign and return back so we can begin the work.

Accepted by:

Title:

Date:

PO:

www.Chooseid.com**25163 Dequindre Road, Madison Heights, Michigan 48071****Office – (313) 556-2244 | Fax – (313) 556-2222****Toll Free – (866) 863-9311**

RESOLUTION

NO: 2019-11-173

LIVINGSTON COUNTY

DATE: November 25, 2019

Resolution to Approve the Revised Advocacy Oversight Board (AOB) Bylaws – Central Dispatch

WHEREAS, Livingston County Central Dispatch, as a county-governed department operating as a 911 emergency dispatch center, is required per the E911 Service Plan to establish an Advocacy Oversight Board (AOB) with the purpose of providing input and advice as needed to the Central Dispatch Director on topics related to public-safety operations as they coincide with 911 policies and procedures; and

WHEREAS, the current AOB Bylaws have not been updated since implementation of the 911 center in 1999, nor have they been approved at the County Board level and appropriately filed with the Michigan State 911 Committee; and

WHEREAS, a committee was established by the AOB to review and update the existing Bylaws which have been amended and approved by the County Administrator as well as the county legal consultants Cohl, Stoker & Toskey, P.C.; and

WHEREAS, it is necessary per the E911 Plan for the Livingston County Board of Commissioners to approve and adopt the revised AOB Bylaws for implementation.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves and adopts the revised AOB Bylaws as presented, and authorizes the AOB Bylaws to be implemented at the county level as well as to be filed with the Michigan State 911 Committee in accordance to the Livingston County 911 Plan.

BE IT FURTHER RESOLVED that the Chair of the Livingston County Board of Commissioners is hereby authorized to sign any and all documents required for this project after review by legal counsel.

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MOVED:

SECONDED:

CARRIED:



Memorandum

To: Livingston County Board of Commissioners
From: Chad Chewning, 911 Director
Date: November 4, 2019
Re: Approval of Revised AOB Bylaws

Per the existing E911 Service Plan, Livingston County is required to establish an Advocacy Oversight Board (AOB) for Central Dispatch with the purpose of offering input and advice when needed related to public-safety operations as they coincide with Central Dispatch policies and procedures. The AOB works off of bylaws which have not been updated since the dispatch center opened in 1999. According to the E911 (Enhanced 911) Service Plan filed with the state of Michigan, these bylaws are to be approved and adopted by the Livingston County Board of Commissioners prior to implementation. We are unable to find any resolutions or paperwork confirming the existing bylaws have been approved by the County Board prior to this resolution.

We are in the process of updating the existing E911 Service Plan which will also appear before the County Board for approval. A portion of the revised E911 Service Plan establishes the requirements for the AOB, which will coincide with the bylaws presented to you for approval at this time. These revised AOB Bylaws have been approved by the County Administrator as well as reviewed and approved by county legal counsel.

The revised AOB bylaws are more in-depth and provide a much better explanation of the purpose and guidelines for the AOB as it operates today. Please contact me with any questions regarding the revisions for the AOB bylaws.



Livingston County 911 AOB Bylaws

I. PURPOSE

- A. Purpose - To provide input and advice to the Central Dispatch Director ("Director") on topics related to Livingston County ("County") public-safety operations as they coincide with E911 Central Dispatch policies and procedures as needed.

II. MEMBERSHIP

- A. Livingston County 911 Advocacy Oversight Board ("AOB") Members - The AOB shall consist of 5 primary members, with 1 representative from each of the following agencies:
 - i) Michigan Department of State Police Local Commander - Mandatory per the Act
 - ii) Livingston County Sheriff's Office - Mandatory per the Act
 - iii) Livingston County Municipal Police Agencies - Selected by Livingston County Municipal Law Enforcement Agencies
 - iv) Livingston County Fire Departments - Selected by Livingston County Fire Association
 - v) Livingston County EMS - Selected by Livingston County Ambulance Director
- B. Alternate AOB members - There shall be 5 alternate members, with 1 representative from each of the following agencies:
 - i) Michigan Department of State Police Local Commander designee
 - ii) Livingston County Sheriff's Office
 - iii) Livingston County Municipal Police Agencies - Selected by Livingston County Municipal Law Enforcement Agencies

- iv) Livingston County Fire Departments - Selected by Livingston County Fire Association
- v) Livingston County EMS - Selected by Livingston County Ambulance Director
- C. Director - The Director is responsible to the County and County Administrator for matters of personnel, budget, general department operations, and adherence to all County policy.
- D. Voting - AOB members present at any regular, special, or emergency meeting shall cast their own votes. Alternate AOB members are encouraged to attend meetings. They may participate in discussions of topics on the agenda. In the absence of a primary AOB member, the alternate representing the same agency shall vote in their place. This designation will be listed on the roster of AOB members and alternates updated each April by the Director and on the agenda for each meeting.
- E. Terms and Expiration - The Livingston County Board of Commissioners ("Board") shall appoint all members of the AOB who are not specifically identified officers, or representatives of, specifically identified Local Units or Departments. All member terms on the AOB shall be a consecutive term of 2 years, although they shall terminate if the member retires, resigns, or is removed from the public position that led to his/her appointment. Primary and alternate members shall not be synonymous of each other.
- F. Resignations and/or vacancies shall be filled at the earliest scheduled meeting by the appointing body listed in I.A. and I.B. above for the remainder of the term of the AOB member who resigns.
- G. All AOB members shall serve without recompense provided by the AOB or the County. Each member shall serve with the best interests of the entire County in mind regardless of the constituency or Local Unit in which he or she was appointed as having some representative interest.

III. MEETINGS

- A. Organizational Meeting - The AOB meeting in April of each year shall be the annual organizational meeting. At each such meeting, the Director or Deputy Director shall temporarily preside over the election of the chairperson for the coming year. This shall be by majority vote and will be by voice unless any AOB member requests a secret ballot. The newly elected chairperson shall immediately assume the role of chairperson and proceed with the election to the office of vice-chairperson and any other business that may legitimately come before the meeting.
- B. Regular Meetings - The AOB shall conduct regular meetings at a minimum of 1 meeting per quarter. The chairperson may, with the affirmation of a majority of the AOB members, change the date of any meeting for scheduling conflicts and other reasons in compliance with the Open Meetings Act.
- C. Place of Meetings - Meetings of the AOB shall be held in a regular venue open to the public selected by the AOB in advance. The chairperson may, with notice as prescribed in IV.A.-C., change the meeting location if the planned location becomes unavailable, if attendance is expected to be larger than normal, or for other practical reasons as determined by the chairperson.

- D. Time of Regular Meetings - Regular Meetings shall convene at 8:30 am unless otherwise designated by the chairperson under special circumstances.
- E. Special Meetings - Special Meetings may be called by 3 members of the AOB by notifying the chairperson, Director, and remaining AOB members in writing at least 10 calendar days in advance of the date, time, and place. Notice must be given as described in IV.C.
- F. Emergency Meetings - Emergency meetings of the AOB may be held only with the approval of 2/3 of the members of the AOB and only if delay would threaten severe and imminent danger to the health, safety, and welfare of the public. A meeting is considered to be an emergency meeting only if it must be held before the public notice as provided in Rules III.A-C.

IV. PUBLIC NOTICE OF MEETINGS

- A. Regular Meetings - The Director, or his/her designee, shall post a list annually of the scheduled meetings for the year on-line on the Central Dispatch website under meetings.
- B. Schedule Change - Whenever the AOB changes its regular schedule of meetings, the Director, or his/her designee, shall post a notice of the change within 5 business days following the meeting in which the change was made.
- C. Special and Emergency Meetings - If the AOB schedules a special meeting under III.E., or an emergency meeting under III.F., the Director shall post notice of such meeting as soon as possible on-line and on the front door of the County Clerk's Office. No meetings, except emergency meetings, shall be held with less than 18 hours' notice.
- D. Quorum - the majority of the AOB (3 of 5) members and/or alternates appointed and serving shall constitute a quorum for the transaction of ordinary business of the AOB.

V. AGENDA

- A. Preparation - The Director or his/her designee, after first reviewing pending matters and requests, shall prepare a draft of the agenda of business for all AOB meetings. The chairperson shall review and add or delete issues as he/she deems appropriate.
- B. Distribution - Electronic copies of the agenda will be sent to the AOB members and alternates at least 4 business days prior to each regularly scheduled meeting, and as early as possible for special or emergency meetings. This shall include the agenda and copies of reports, explanations, etc., that relate to matters of business on the agenda.
- C. Order of Business - The agenda shall be arranged in the following order:
 - i) Call to Order and Roll Call
 - ii) Approval of Minutes from Previous Meeting

iii) Approval of the Prepared Agenda

iv) Call to the Public

a) Anyone wishing to comment may do so during public comment. Persons wishing to speak will raise their hands to be called upon by the chairperson. Once recognized, the person wishing to speak will stand, unless physically unable to do so, state their name and their affiliation (if any) and offer their comments. Public comment is limited to 3 minutes per person per meeting. All comments and questions must be directed to the chairperson, and not to individual AOB members or the audience. AOB members may make remarks or ask questions of the speaker, but are not required to do so.

b) Reports, written materials supporting discussion(s), and presentations exceeding 3 minutes in length should be provided in writing to the AOB.

c) Speakers need to be aware that many questions and issues can be answered by taking them to management at the E911 Central Dispatch office. Persons who have not followed this step before approaching the AOB may be advised to do so in order to allow management the time and opportunity to fully investigate and answer any questions.

v) Old Business - Unfinished Business From Previous Meetings

vi) New Business - Topics Generally New to AOB Discussion

vii) Call to the Public

viii) Closed Session

ix) Next Regular Meeting Date/Location

x) Adjournment

VI. CONDUCT OF MEETINGS

A. Chair - The person elected chairperson at the annual organizational meeting in April shall preside at all meetings of the AOB. In the absence of the chairperson, the person elected vice-chairperson shall preside. If neither the chairperson nor vice-chairperson is present, the Director shall temporarily preside over the meeting as an "acting" chairperson for that meeting.

B. Form of Address - AOB members wishing to speak shall first obtain the approval of the chairperson and each person who speaks shall direct his/her comments to the AOB.

C. Disorderly Conduct - The chairperson shall call to order any person who is behaving in a disorderly manner or otherwise disrupting the proceedings by speaking longer than the allotted time during public comment or by speaking vulgarities. Such person so called to order will immediately correct their behavior or cease speaking to allow others their turn.

- i) Continuous disorderly behavior and misconduct which disrupts the meeting may result in the chairperson requesting law enforcement officers present, who are within their jurisdictional authorities, to remove the person from the meeting. No person shall be removed from a public meeting except for an actual breach of the peace committed at the meeting.

VII. RECORD OF MEETINGS

- A. Minutes and Official Records - The Director shall appoint a recording clerk that shall be responsible for maintaining the official record and the minutes of each meeting of the AOB. The minutes shall include at a minimum all the actions and decisions of the AOB with respect to substantive motions. The minutes shall include the names of the mover and the seconder and the vote of the AOB. The record shall also state whether the vote was by voice or by roll call. If by roll call, the record shall reflect the vote of each member.
- B. Record of Discussion - The recording clerk may summarize AOB discussions, but shall not be responsible for maintaining a complete written record of the discussions or comments of AOB members or persons addressing the AOB.
- C. Requests for Remarks to be Included in the Minutes - Any AOB member may have his/her comments printed as part of the record upon the concurrence of a majority of the members. Such comments to be included in the record shall be provided in writing by the requesting member.
- D. Public Access to Meeting Records - Members of the public who wish to review minutes of the AOB may do so by requesting them under the Freedom of Information Act through the office of the County Clerk during normal business hours. AOB minutes, prepared, but not approved by the AOB, will be available 8 business days following the meeting. Minutes approved by the AOB will be available within 5 business days after the date of the meeting in which the minutes were approved.

VIII. COMMITTEES

- A. Appointment - Each year, following the annual organizational meeting, the chairperson shall appoint members to standing committees as listed under VIII.C.
- B. Committee Chairpersons - Each committee designated shall meet following their appointment to elect a chairperson of the committee. The name of the person so elected will be reported to the chairperson.
- C. Standing Committees - The following 2 standing committees will be established: 1. System Administrative Committee ("SAC"), and 2. Tactical Advisory Committee ("TAC") overseeing LEIN (consisting of all AOB law enforcement personnel).
- D. Committee Meetings - Committees shall not be required to meet on a regular basis, except for the selection of their chairperson, unless the chairperson refers matters to them. Committees are advisory in nature and may only perform investigative and research functions and offer recommendations to the AOB for consideration.

- E. Temporary Committees - The chairperson may, from time to time, appoint temporary committees to address issues that may be brought to the attention of the AOB.
- F. AOB Alternate Representatives Serving on Committees - AOB alternates may serve on committees if appointed by the chairperson. Each committee shall have at least 1 primary AOB member appointment.
- G. The chairperson of the AOB shall be an "Ex-Officio" member of all committees.

IX. CLOSED SESSIONS

- A. Motion for Closed Session - AOB members may go into closed session during an open meeting upon a motion duly made, seconded, and adopted by a 2/3 roll call vote of AOB members appointed and serving. The roll call vote shall be recorded in the minutes of the meeting at which the motion was made and, if passed, shall record the time the AOB began and ended such session as well as the permissible purpose or purposes for which closed session was held.
- B. Minutes of Closed Sessions - Minutes shall be kept as previously provided except that records of closed sessions will be kept separate from other records. Records of closed sessions will not be disclosed to the public except upon a court order and may be destroyed 1 year and 1 day after the meeting at which they are approved by the AOB.

- X. CONFLICT OF INTEREST** - Each AOB member is expected to participate in and vote on all discussions except that all AOB members and alternates shall abstain from participating in any discussion or voting on matters which are a personal conflict of interest. If matters of this nature come under discussion, the AOB member or alternate shall immediately notify the chairperson of their intention to abstain from all discussion and voting on that matter.

- XI. APPEAL PROCESS** - In the circumstance the AOB and the Director are in disagreement regarding an issue that cannot be resolved, an appeal may be sent to the Board for review.

- XII. PARLIAMENTARY AUTHORITY** - Roberts Rules of Order (newly revised) shall govern all questions of procedure not otherwise provided by these rules or by state or federal law.

- XIII. MODIFICATION OF THESE RULES** - These rules may be added to, deleted from, or otherwise altered only with the approval of 2/3 of the voting members present at any AOB meeting. The changes, once approved in this fashion, shall be incorporated into a "draft" copy of the full rules and distributed to the full membership for review at least 1 week in advance of the next AOB meeting where the full, updated version, of the rules shall be adopted with the approval of 2/3 of the voting members present at that meeting.

XIV. ADOPTION

- A. The AOB adopted these rules encompassing sections I.-XIV., pages 1-7 inclusive, by a ___/___ vote at a regular meeting held on _____.

- B. All modifications to the Livingston County 911 AOB Bylaws will be sent to the Livingston County Board of Commissioners for final approval by resolution.

X

Adam Carroll
911 AOB Chairperson

DRAFT

RESOLUTION

NO: 2019-11-174

LIVINGSTON COUNTY

DATE: November 25, 2019

Resolution Authorizing the Public Defender Workspace Outfitting Project and a Budget Amendment - Public Defender

WHEREAS, resolution 2019-10-159 authorized the lease of office space for the creation of the Public Defender's office; and

WHEREAS, the office space needs to be outfitted for 10 employees, which includes necessary information Technology components and furniture; and

WHEREAS, the Public Defender worked with the Information Technology and Facility Services' departments to estimate the required needs for office space.

WHEREAS, the information technology hardware, software and installation services project has been vetted with current vendors and is able to be completed for a cost not to exceed \$29,065, which includes a 10% contingency; and

WHEREAS, the furniture needs have been with vetted with current vendors and is able to be purchased and installed at a cost not to exceed \$57,500, which includes a 10% contingency; and

WHEREAS, funding is available in the Public Defender's 2019 budget in restricted accounts, therefore a budget amendment is requested.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the Public Defender's workspace outfitting for information technology at a cost not to exceed \$29,065 and the purchase and installation of furniture at a cost not to exceed \$57,500; for a total project cost not to exceed \$86,565.

BE IT FURTHER RESOLVED that the Board of Commissioners authorize any budget amendments/transfers to effectuate the above award.

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MOVED:
SECONDED:
CARRIED:

Category	Description	Quantity	Per Unit Price	Total Price
Laptop	HP Elite Book	8	\$ 855	\$ 6,840
Docking Station	HP Ultralim	8	\$ 235	\$ 1,877
Monitors	22 Inch Dell Monitor	20	\$ 150	\$ 3,000
Desktop	Dell OptiPlex 3060	2	\$ 525	\$ 1,050
Wireless	Access Point	2	\$ 40	\$ 80
VOIP Phones/Desk/Conf	Cisco Phones	1	\$ 829	\$ 829
Patch Cables	Patch Cables for PC	40	\$ -	\$ -
Switch	Cisco 3750	1	\$ -	\$ -
Power Distibution	PDU	1	\$ -	\$ -
Uninterruptable Power Supply	Tripplite UPS	1	\$ 500	\$ 500
Printer	Xerox C8035	1	\$ 5,118	\$ 5,118
Firewall	Sonicwall TZ350	1	\$ 927	\$ 927
Deployment Service	Labor	1	\$ 995	\$ 995
Managed Service (Per Year)	Service	1	\$ 2,460	\$ 2,460
Internet	Comcast ISP (3-year)	12	\$ 89	\$ 1,068
Equipment Fee	Comcast Router	12	\$ 17	\$ 203
Internet Protocol (IP) Public	5 Static IPs	12	\$ 25	\$ 299
Network Hardware	24-Port Patch Panel	1	\$ -	\$ -
Network Hardware	Misc Supplies	1	\$ 25	\$ 25
VPN Tokens	Cisco Duo	10	\$ 25	\$ 250
Rack	Rack	1	\$ 100	\$ 100
TCV Bracket	TCV Bracket	1	\$ 100	\$ 100
TV	65 inch	1	\$ 700	\$ 700
				\$ 26,421
10% contingency				\$ 2,644
Not to exceed				\$ 29,065

Item	Color	Alias 3	Mfg	Cat	Qty	Part Number	Part Description	Sell	Ext Sell
1		Lobby	SIT	SIT	6	5213.US	Freelance, Four-Leg Chair, Upholstered Seat & Plastic Back, Armless	\$ 165.15	\$ 990.90
						SC1	Black		
						~	No Heavy Duty Upgrade		
						~	No Seat Foam Upgrade		
						G5	Standard Multi-Surface Glide		
						FS	Silver Frame		
						~	No Bookrack Upgrade		
						AC	Fully Assembled in a Carton		
						FABRIC	Fabric Grade Selections		
						~	No Selection		
						FG2	Fabric Grade 2		
						ELEMENT	Element Standard Color Selection		
						SAPPHIRE	Element Sapphire		
2		Lobby	SIT	SIT	1	5314	Freelance, Heavy Duty Chair, Arms 30"	\$ 396.45	\$ 396.45
						BN	Ballastic Nylon Option		
						FS	Silver Frame		
						AC3	Black Arms		
						G12	Floor Saver Glide		
						AC	Fully Assembled in a Carton		
						FABRIC	Fabric Grade Selections		
						~	No Selection		
						FG2	Fabric Grade 2		
						ELEMENT	Element Standard Color Selection		
						SAPPHIRE	Element Sapphire		
sub							Lobby Subtotal		\$ 1,387.35
3		Conf Rooms	HMI	HGN	2	ET147VSLCR	@Eames Conference Table,Oval,Segmented Base,Laminate Top/Vinyl Edge,Single Centered Oval Cutout,28-1/2H 48D 96W	\$ 1,002.11	\$ 2,004.22
						91	+white		
						91	+white		
						91	+white		
						MS	+metallic silver		
						MS	+metallic silver		
						G	+glides		
4		Conf Rooms	HMI	HGN	2	ET992.BA06	@Oval Power Module, 3 Simplex Rcpt/1 Dual USB, Pwr Cord w/Plug End, 6Ft Cord	\$ 252.19	\$ 504.38
						91	@white		
						91	@white		

Item	Color	Alias 3	Mfg	Cat	Qty	Part Number	Part Description	Sell	Ext Sell
5		Conf Rooms	SIT	SIT	4	2222.B1.B	Wit Task, Midback, Mesh Back, Basic, Armless	\$ 198.90	\$ 795.60
						FC1	Black		
						Z1	Black		
						B0	Standard Black Base		
						...	Skipped Option		
						MC20	Onyx		
						FABRIC	Fabric Grade Selections		
						~	No Selection		
						FG2	Fabric Grade 2		
						...	Skipped Option		
						KD	Knocked Down		
6		Conf Rooms	SIT	SIT	12	2222.B1.B.A127	Wit Task, Midback, Mesh Back, Basic, Fixed Arms	\$ 216.00	\$ 2,592.00
						FC1	Black		
						Z1	Black		
						~	Black Arm		
						B0	Standard Black Base		
						...	Skipped Option		
						MC20	Onyx		
						FABRIC	Fabric Grade Selections		
						~	No Selection		
						FG2	Fabric Grade 2		
						...	Skipped Option		
						KD	Knocked Down		
sub						Conference Rooms Subtotal			\$ 5,896.20
7		Break Room	SIT	SIT	6	1051FT1.PS	Rio, Four Leg Chair, Plastic Back & Seat, Armless	\$ 106.83	\$ 640.98
						FC2	Silver Frame		
						GL1	Standard Multi-Surface Glide		
						~	No Tablet Upgrade		
						SC15	Lagoon		
						~	No Selection		
						~	Std Packaging		
8		Break Room	HMI	HTT	2	DT1BS.3636LP	*Everywhere Square Table,Squared Edge,Lam Top/Thermo Edge,Post Leg 36D 36W	\$ 294.98	\$ 589.96
						LBA	*clear on ash		
						LBA	*clear on ash		
						MS	*metallic silver		
						57	*glides		
sub						Break Room Subtotal			\$ 1,230.94
9		File Rooms	HMI	HTW	2	LW200.364	*Lat File,W-Pull Freestd 4 Dwr 36W	\$ 619.35	\$ 1,238.70
						XS	*textured paint on smooth steel		
						CL	*cool grey neutral		
						KC	*keyed differently, chrome		
						CB	*counterweight (recommended)		
						2R	*side-to-side filing rail		

Item	Color	Alias 3	Mfg	Cat	Qty	Part Number	Part Description	Sell	Ext Sell
10		File Rooms	HMI	HTW	7	LW200.424	*Lat File,W-Pull Freestd 4 Dwr 42W	\$ 672.54	\$ 4,707.78
✓						XS CL KC CB 2R	*textured paint on smooth steel *cool grey neutral *keyed differently, chrome *counterweight (recommended) *side-to-side filing rail		
sub							File Rooms Subtotal		\$ 5,946.48
11		Intern Area	HMI	HTT	2	DT1AS.2460LP	*Everywhere Rectangular Table,Squared Edge,Lam Top/Thermo Edge,Post Leg 24D 60W	\$ 319.61	\$ 639.22
✓						LBA LBA MS 57 NTG	*clear on ash *clear on ash *metallic silver *glides *no grommet		
12		Intern Area	HMI	HTW	2	LW110.20BF	*Ped W-Pull,Mobile 20D B/F	\$ 206.80	\$ 413.60
✓						SR XS CL KC 5M H1	*3/4-extension roller slides on box drawer, full-extension ball bearing on file drawer *textured paint on smooth steel *cool grey neutral *keyed differently, chrome *pencil tray in box drawer, 2 file converters in file drawer *hand grip only		
sub							Intern Area Subtotal		\$ 1,052.82
13		Private Offices	HMI	HFV	8	FT420.48PL	*Flip Dr Unit,B-Style Pntd, Lock 48W	\$ 182.11	\$ 1,456.88
✓						KA CL 91 SM	*keyed alike *cool grey neutral *white *on module		
14		Private Offices	HMI	HFV	8	FT167.48A	*Tile Trim,Wall Strip,top/mid-level lwr tile trim, 48W	\$ 47.03	\$ 376.24
✓						91	*white		
15		Private Offices	HMI	HFV	8	FT181.3348T	*Upper Tile, Tackable Fabric 33H 48W	\$ 64.70	\$ 517.60
✓						CL 8R 22	*cool grey neutral *twist-Pr Cat 2 *twist blueberry		
16		Private Offices	HMI	HFV	16	FT191.68	*Wall Strip,No Wall Fastener 68H	\$ 22.73	\$ 363.68
✓						BU	*black umber		
17		Private Offices	HMI	HFV	8	FT192.33	*Tile Adapter,Wall Strip, 33H	\$ 14.53	\$ 116.24
✓									
18		Private Offices	HMI	HFV	8	FT29B.2	*Surface Ganging Bracket,pair	\$ 13.89	\$ 111.12
✓									
19		Private Offices	HMI	HFV	48	FV689.P	*Support Leg,Post	\$ 51.14	\$ 2,454.72
✓						MS	*metallic silver		

Item	Color	Alias 3	Mfg	Cat	Qty	Part Number	Part Description	Sell	Ext Sell
20		Private Offices	HMI	HFV	8	FTS10.3072LS	*Rectangular Surface,Sq-Edge, Lam Top/Thermo Edge, 30D 72W, No Brkts	\$ 175.18	\$ 1,401.44
						... LBA	Skipped Option *clear on ash		
21		Private Offices	HMI	HFV	8	FTS10.2460LD	*Rectangular Surface,Sq-Edge, Lam Top/Thermo Edge, 24D 60W, Surf Atch Brkts	\$ 119.63	\$ 957.04
						... LBA	Skipped Option *clear on ash		
22		Private Offices	HMI	HFV	8	FV697.66HL	*Modesty Panel,half modesty panel, 66W Lam	\$ 124.68	\$ 997.44
						...	Skipped Option		
23		Private Offices	HMI	HFV	8	FTS10.2060LD	*Rectangular Surface,Sq-Edge, Lam Top/Thermo Edge, 20D 60W, Surf Atch Brkts	\$ 119.63	\$ 957.04
						91 91	*white *white		
24		Private Offices	HMI	HFV	8	FV696.43	*Stiffener, 43 1/4W	\$ 23.04	\$ 184.32
25		Private Offices	HMI	HFV	8	FV696.57	*Stiffener, 57 3/8W	\$ 23.04	\$ 184.32
26		Private Offices	HMI	HTW	8	LW110.20BF	*Ped W-Pull,Mobile 20D B/F	\$ 203.33	\$ 1,626.64
						SR XS CL KA 5M H1	*3/4-extension roller slides on box drawer, full-extension ball bearing on file drawer *textured paint on smooth steel *cool grey neutral *keyed alike *pencil tray in box drawer, 2 file converters in file drawer *hand grip only		
27		Private Offices	HMI	HTW	8	LW200.301	*Lat File,W-Pull Freestd 2 Dwr Raised Hgt 30W	\$ 344.09	\$ 2,752.72
						XS CL KA CB 2R	*textured paint on smooth steel *cool grey neutral *keyed alike *counterweight (recommended) *side-to-side filing rail		
28		Private Offices	HMI	HTW	3	1B2JK7-	*Lock Plug and Key,Chrome UM Series	\$ 0.00	\$ 0.00
						229	*key number 229		
29		Private Offices	HMI	HTW	3	1B2JK7-	*Lock Plug and Key,Chrome UM Series	\$ 0.00	\$ 0.00
						230	*key number 230		
30		Private Offices	HMI	HTW	3	1B2JK7-	*Lock Plug and Key,Chrome UM Series	\$ 0.00	\$ 0.00
						231	*key number 231		
31		Private Offices	HMI	HTW	3	1B2JK7-	*Lock Plug and Key,Chrome UM Series	\$ 0.00	\$ 0.00
						232	*key number 232		
32		Private Offices	HMI	HTW	3	1B2JK7-	*Lock Plug and Key,Chrome UM Series	\$ 0.00	\$ 0.00
						233	*key number 233		

Item	Color	Alias 3	Mfg	Cat	Qty	Part Number	Part Description	Sell	Ext Sell
33		Private Offices	HMI	HTW	3	1B2JK7- 234	*Lock Plug and Key,Chrome UM Series *key number 234	\$ 0.00	\$ 0.00
34		Private Offices	HMI	HTW	3	1B2JK7- 235	*Lock Plug and Key,Chrome UM Series *key number 235	\$ 0.00	\$ 0.00
35		Private Offices	HMI	HTW	3	1B2JK7- 236	*Lock Plug and Key,Chrome UM Series *key number 236	\$ 0.00	\$ 0.00
sub							Private Offices Subtotal		\$ 14,457.44
36		Support Workstations	HMI	HFV	2	FT110.4224J CL	*Frame,Base Covers, Pwr/Data knockouts 42H 24W *cool grey neutral	\$ 65.65	\$ 131.30
37		Support Workstations	HMI	HFV	5	FT110.4230N CL	*Frame,Base Covers, no knockouts 42H 30W *cool grey neutral	\$ 65.65	\$ 328.25
38		Support Workstations	HMI	HFV	3	FT110.4236J CL	*Frame,Base Covers, Pwr/Data knockouts 42H 36W *cool grey neutral	\$ 73.54	\$ 220.62
39		Support Workstations	HMI	HFV	2	FT110.5348J CL	*Frame,Base Covers, Pwr/Data knockouts 53H 48W *cool grey neutral	\$ 87.11	\$ 174.22
40		Support Workstations	HMI	HFV	2	FT112.24AP CL	*Frame Top Cap,Standard Ptd 24W *cool grey neutral	\$ 9.48	\$ 18.96
41		Support Workstations	HMI	HFV	2	FT112.30AP CL	*Frame Top Cap,Standard Ptd 30W *cool grey neutral	\$ 10.41	\$ 20.82
42		Support Workstations	HMI	HFV	2	FT112.48AP CL	*Frame Top Cap,Standard Ptd 48W *cool grey neutral	\$ 14.20	\$ 28.40
43		Support Workstations	HMI	HFV	3	FT121.246	*Conn 90,Universal,2way,90 deg-for 46H frames and lower	\$ 19.89	\$ 59.67
44		Support Workstations	HMI	HFV	1	FT121.346	*Conn 90,Universal,3way-for 46H frames and lower	\$ 23.36	\$ 23.36
45		Support Workstations	HMI	HFV	1	FT123.142BP CL	*Conn Cover 90-Deg, 1 Side Covered,Base Cover Ptd 42H *cool grey neutral	\$ 13.58	\$ 13.58
46		Support Workstations	HMI	HFV	3	FT123.242BP CL	*Conn Cover 90-Deg, 2 Sides Covered,Base Cover Ptd 42H *cool grey neutral	\$ 17.99	\$ 53.97
47		Support Workstations	HMI	HFV	3	FT126.2AP CL	*Top Cap, Conn 90-Deg, Connects-2 Frame Top Caps, 90-Deg Ptd *cool grey neutral	\$ 10.10	\$ 30.30
48		Support Workstations	HMI	HFV	1	FT126.3AP CL	*Top Cap, Conn 90-Deg, Connects-3 Frame Top Caps Ptd *cool grey neutral	\$ 10.10	\$ 10.10
49		Support Workstations	HMI	HFV	5	FT128.42	*Connection Hardware, Frame-to-Frame 42H	\$ 7.89	\$ 39.45

Item	Color	Alias 3	Mfg	Cat	Qty	Part Number	Part Description	Sell	Ext Sell
50	✓	Support Workstations	HMI	HFV	2	FT140.06	*Power Entry, External Direct Connect 6'long	\$ 57.45	\$ 114.90
						LZ	*PVC-free		
51	✓	Support Workstations	HMI	HFV	2	FT150.24	*Base Power Harness 24W	\$ 41.66	\$ 83.32
						LZ	*PVC-free		
52	✓	Support Workstations	HMI	HFV	3	FT150.36	*Base Power Harness 36W	\$ 44.83	\$ 134.49
						LZ	*PVC-free		
53	✓	Support Workstations	HMI	HFV	2	FT150.48	*Base Power Harness 48W	\$ 49.88	\$ 99.76
						LZ	*PVC-free		
54	✓	Support Workstations	HMI	HFV	3	FT155.A	*15 Amp Receptacle 4 Circuit, Duplex, Circuit A 6/Pkg	\$ 59.98	\$ 179.94
						CL	*cool grey neutral		
55	✓	Support Workstations	HMI	HFV	3	FT160.42BP	*Finished End,Base Cover Ptd 42H	\$ 18.94	\$ 56.82
						CL	*cool grey neutral		
56	✓	Support Workstations	HMI	HFV	2	FT160.68BP	*Finished End,Base Cover Ptd 68H	\$ 22.73	\$ 45.46
						CL	*cool grey neutral		
57	✓	Support Workstations	HMI	HFV	2	FT161.26AP	*Finished End,Chg of Ht Standard Ptd 26H (for use with 42H frames)	\$ 17.05	\$ 34.10
						CL	*cool grey neutral		
58	✓	Support Workstations	HMI	HFV	5	FT170.3030T	*Lower Tile, Tackable Fabric 30H 30W	\$ 46.40	\$ 232.00
						CL	*cool grey neutral		
						2V	*chain-Pr Cat 1		
						01	*chain pearl		
59	✓	Support Workstations	HMI	HFV	3	FT170.3036T	*Lower Tile, Tackable Fabric 30H 36W	\$ 50.50	\$ 151.50
						CL	*cool grey neutral		
						2V	*chain-Pr Cat 1		
						01	*chain pearl		
60	✓	Support Workstations	HMI	HFV	4	FT180.3724T	*Tile,Full-Height,Tackable Fabric 37H 24W	\$ 44.83	\$ 179.32
						CL	*cool grey neutral		
						2V	*chain-Pr Cat 1		
						01	*chain pearl		
61	✓	Support Workstations	HMI	HFV	5	FT180.3730T	*Tile,Full-Height,Tackable Fabric 37H 30W	\$ 47.35	\$ 236.75
						CL	*cool grey neutral		
						2V	*chain-Pr Cat 1		
						01	*chain pearl		
62	✓	Support Workstations	HMI	HFV	3	FT180.3736T	*Tile,Full-Height,Tackable Fabric 37H 36W	\$ 58.08	\$ 174.24
						CL	*cool grey neutral		
						2V	*chain-Pr Cat 1		
						01	*chain pearl		

Item	Color	Alias 3	Mfg	Cat	Qty	Part Number	Part Description	Sell	Ext Sell
63		Support Workstations	HMI	HFV	4	FT180.6348T	*Tile,Full-Height,Tackable Fabric 63H 48W	\$ 95.95	\$ 383.80
✓						CL 2V 01	*cool grey neutral *chain-Pr Cat 1 *chain pearl		
64		Support Workstations	HMI	HFV	5	FT181.0730T	*Upper Tile, Tackable Fabric 07H 30W	\$ 24.30	\$ 121.50
✓						CL 8R 22	*cool grey neutral *twist-Pr Cat 2 *twist blueberry		
65		Support Workstations	HMI	HFV	3	FT181.0736T	*Upper Tile, Tackable Fabric 07H 36W	\$ 25.56	\$ 76.68
✓						CL 8R 22	*cool grey neutral *twist-Pr Cat 2 *twist blueberry		
66		Support Workstations	HMI	HFV	3	FT280.30LP	*Trans Surf, Sq-Edge Lam Top/Thermo Edge Surf, Ptd Stndrd Top Cap 30W	\$ 188.11	\$ 564.33
🤖						... LBA CL CL LD	Skipped Option *clear on ash *cool grey neutral *cool grey neutral *stacking on 35", 46", 57", 68", 79" base frame		
67		Support Workstations	HMI	HFV	3	FT280.36LP	*Trans Surf, Sq-Edge Lam Top/Thermo Edge Surf, Ptd Stndrd Top Cap 36W	\$ 194.11	\$ 582.33
🤖						... LBA CL CL LD	Skipped Option *clear on ash *cool grey neutral *cool grey neutral *stacking on 35", 46", 57", 68", 79" base frame		
68		Support Workstations	HMI	HFV	5	FT290.24L	*Surface Cantilever, for 20"-or 24" deep surface,lft-hnd	\$ 11.05	\$ 55.25
✓						CL	*cool grey neutral		
69		Support Workstations	HMI	HFV	2	FT290.24R	*Surface Cantilever, for 20"-or 24" deep surface,rt-hnd	\$ 11.05	\$ 22.10
✓						CL	*cool grey neutral		
70		Support Workstations	HMI	HFV	1	FT29B.2	*Surface Ganging Bracket,pair	\$ 13.89	\$ 13.89
✓									
71		Support Workstations	HMI	HFV	1	FT294.24R	*Open Support,Tapered Foot, Frame Attached,rt-hnd, 24D	\$ 143.61	\$ 143.61
✓						CL	*cool grey neutral		
72		Support Workstations	HMI	HFV	3	FT420.48PL	*Flip Dr Unit,B-Style Pntd, Lock 48W	\$ 182.11	\$ 546.33
✓						KA 91 91 SM	*keyed alike *white *white *on module		

Item	Color	Alias 3	Mfg	Cat	Qty	Part Number	Part Description	Sell	Ext Sell
73		Support Workstations	HMI	HFV	3	FTS10.2448LF	*Rectangular Surface,Sq-Edge, Lam Top/Thermo Edge, 24D 48W, Frame Atch	\$ 93.43	\$ 280.29
						... LBA	Skipped Option *clear on ash		
74		Support Workstations	HMI	HFV	3	FTS10.2466LF	*Rectangular Surface,Sq-Edge, Lam Top/Thermo Edge, 24D 66W, Frame Atch	\$ 136.99	\$ 410.97
						... LBA	Skipped Option *clear on ash		
75		Support Workstations	HMI	HTW	3	LW150.20BBF	*Ped W-Pull,Support 20D for 24D Wk Surf,B/B/F	\$ 218.27	\$ 654.81
						SR XS CL F8 KA 3M	*3/4-extension roller slides on box drawer, full-extension ball bearing on file drawer *textured paint on smooth steel *cool grey neutral *for Canvas Office Landscape *keyed alike *drawer divider in one box drawer, pencil tray in one box drawer, 2 file converters in file drawer		
76		Support Workstations	HMI	HTW	3	LW200.363	*Lat File,W-Pull Freestd 3 Dwr 36W	\$ 477.21	\$ 1,431.63
						XS CL KD NO 2R	*textured paint on smooth steel *cool grey neutral *keyed differently, black *no counterweight (must gang or anchor) *side-to-side filing rail		
77		Support Workstations	HMI	HTW	3	1B2JK7-	*Lock Plug and Key,Chrome UM Series	\$ 0.00	\$ 0.00
						226	*key number 226		
78		Support Workstations	HMI	HTW	3	1B2JK7-	*Lock Plug and Key,Chrome UM Series	\$ 0.00	\$ 0.00
						227	*key number 227		
79		Support Workstations	HMI	HTW	3	1B2JK7-	*Lock Plug and Key,Chrome UM Series	\$ 0.00	\$ 0.00
						228	*key number 228		
sub						Support Workstations Subtotal			\$ 8,163.12
80		Task Chairs	SIT	SIT	14	6023Y/E3.A134	Torsa, Enhanced Synchro Cntrl, Multi-Adjustable Arms	\$ 387.90	\$ 5,430.60
						C25 FC11 Z3 B14 ~ MC5 FABRIC ~ FG2 ELEMENT ... KD	Carpet casters Graphite Frame Graphite Back Support/Arms Graphite Base No Selection Onyx Mesh Fabric Grade Selections No Selection Fabric Grade 2 Element Standard Color Selection Skipped Option Knocked Down		

Item	Color	Alias 3	Mfg	Cat	Qty	Part Number	Part Description	Sell	Ext Sell
81		Side Chairs	SIT	SIT	16	2221FT1MB.USAR 0 FC2 GL1 MC20 FABRIC ~ FG2 ELEMENT ... ~	Wit, Side, 4-leg, Mesh Back, Upholstered Seat, Armless Silver Frame Standard Multi-Surface Glide Onyx Fabric Grade Selections No Selection Fabric Grade 2 Element Standard Color Selection Skipped Option Std Packaging	\$ 150.75	\$ 2,412.00
sub							Task & Side Seating Subtotal		
82		Labor	LDC 1	LDC1	1	LABOR	Labor to Receive, Deliver & Install all product listed above	\$ 6,445.00	\$ 6,445.00
							Grand Total		\$ 52,421.95

RESOLUTION

NO: 2019-11-175

LIVINGSTON COUNTY

DATE: November 25, 2019

Resolution Adopting the 2020 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 2020 Budget to the Board of Commissioners; and

WHEREAS, the County of Livingston was allocated 5.0 mills by the County Tax Allocation Board and on the 5th of June, 2019, the Livingston County Board of Commissioners approved the Headlee rolled back millage rate of 3.3073 to support the 2020 General Fund Operations; .2925 to support Ambulance and; .1127 to support Veterans Services; and

WHEREAS, it is recommended that the 2020 General Fund Budget be approved for the total of \$51,531,388 and Special Revenue and Enterprise Funds approved as shown in the Proposed 2020 Budget Plan, as well as the informational summary of projected revenues and expenditures for Internal Service Funds; and

WHEREAS, the recommended 2020 Budget will be filed with the Livingston County Clerk for public viewing on the 15th day of November, 2019; pursuant to state statute.

THEREFORE BE IT RESOLVED that the 2020 General Fund Budget is approved in the amount of \$51,531,388 and revenues shall be appropriated and expenditures budgeted for the 2020 General Fund Budget, Special Revenue Funds, and Enterprise Funds on a fund and cost center basis in the amounts set forth below:

SHERIFF		
Sheriff	10130100	\$ 8,646,412
Secondary Road Patrol Appropriation	10130106	\$ 44,726
Jail	10135100	\$ 12,262,738
Animal Control	10130143	\$ 202,816
Sheriff Donation Fund	23030100	\$ 500
Sheriff Federal Grants	23830106	\$ 22,272
Marine Federal Grant	23833100	\$ 5,600
Sheriff State Grants	23930100	\$ 12,000
Secondary Road Patrol	23930106	\$ 132,446
Correction Officer Training	26335100	\$ 20,000
Drug Law Enforcement	26530100	\$ 4,500
Federal Equitable Sharing DEA	26630100	\$ 6,166
Victims Services Unit	27830100	\$ 1,075
Criminal Forfeiture	29630100	\$ 1,890

Jail Commissary Fund	59535100	\$ 175,765
OTHER PUBLIC SAFETY		
Emergency Management	10142600	\$ 153,784
Indigent Defense Appropriation	10196631	\$ 936,856
Emergency Management Federal Grant	23842600	\$ 176,862
911 Central Dispatch	26132500	\$ 4,299,628
911 Central Dispatch Enhanced	26132525	\$ 372,254
911 Central Dispatch Training	26132526	\$ 26,646
Indigent Defense	26017200	\$ 2,531,423

INFRASTRUCTURE & DEVELOPMENT		
Drain Commissioner	10127500	\$ 2,439,961
Department of Public Works	10144100	\$ 205,343
Drains Public Benefit	10144500	\$ 235,000
Planning	10172100	\$ 417,666
Economic Development	10172800	\$ 175,000
Community Action Programs	10174700	\$ 609,842
Planning Federal Grant	23872100	\$ 24,555
Landfill	51744100	\$ 105,650
Building and Safety	54237100	\$ 3,252,046
Regional Wastewater	57596400	\$ 3,438
Septage Receiving Station	5780278	\$ 1,592,264

HEALTH & HUMAN SERVICES		
MSU Cooperative Extension	10126100	\$ 241,022
Animal Services	10143000	\$ 643,201
Health Department	10160100	\$ 170,000
Communicable Disease	10160500	\$ 5,000
Medical Examiner	10164800	\$ 445,953
Mental Health	10164900	\$ 600,470
Senior Services	10167200	\$ 159,986
Appropriations - Health Department	10196650	\$ 430,000
EMS	21065100	\$ 10,542,142
Health Department	22160100	\$ 4,080,670
Community Development Block Grant	24469000	\$ 17,255
Social Welfare	29067000	\$ 9,000
Veterans Services Fund	29568900	\$ 1,019,428

GENERAL GOVERNMENT		
Board Of Commissioners	10110100	\$ 637,181
County Administration	10117200	\$ 351,646
Fiscal Services	10121200	\$ 500,923
County Clerk	10121500	\$ 392,987
County Clerk Circuit Court	10121599	\$ 937,417
Professional Services	10122300	\$ 127,800
Tax Allocation Board	10124800	\$ 1,495
Plat Board	10124900	\$ 500
County Treasurer	10125300	\$ 1,045,873
Equalization	10125700	\$ 543,488
Elections	10126200	\$ 344,484
Facilities Services	10126500	\$ 159,042
Register of Deeds	10126800	\$ 717,256
Civil Counsel	10126900	\$ 239,680
Human Resources	10127000	\$ 713,417
Insurance Policies	10185100	\$ 1,000,000
Retirement County Share	10186100	\$ 500,000
Unemployment Insurance	10187000	\$ 25,000
Chargebacks	10189900	\$ 1,000
Appropriations General Government	10196600	\$ 890,000
Contingencies	10196800	\$ 572,569
Survey & Remonumentation	24527800	\$ 166,245
Homestead Property Exemption	25522300	\$ 7,322
Register of Deeds Automation	25626801	\$ 314,113
Concealed Pistol Licensing	26821500	\$ 67,240
Airport	58105400	\$ 1,397,319
Livingston Essential Transportation Service	58853800	\$ 5,229,988

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	10113100	\$ 1,089,109
District Court	10113600	\$ 2,118,093
Probate Court	10114800	\$ 800,660
Juvenile Court	10114900	\$ 830,810
Guardianship	10115000	\$ 8,714
Probation	10115100	\$ 73,514

Appellate Court	10116700	\$ 67,210
Judicial Central Services	10116800	\$ 2,584,287
Prosecuting Attorney	10126700	\$ 2,375,482
Family Support Appropriation	10126717	\$ 103,885
Court Security	10130500	\$ 293,813
Appropriations - Courts	10196610	\$ 2,458,277
Family Counseling FOC	21414100	\$ 14,000
Friend of the Court	21514100	\$ 2,790,160
Court Federal Grants	23816800	\$ 461,349
Family Support	23826717	\$ 305,544
Courts State Grants	23916800	\$ 622,748
Crime Victim Services	23926718	\$ 167,421
Child Care - Juvenile	29266200	\$ 2,041,993
Child Care - Social Services	29266300	\$ 1,065,000

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 2020, pursuant to Public Act 2 of 1968, as amended, in the amounts set forth below:

INTERNAL SERVICE FUNDS		
Facility Services	63126500	\$ 2,881,566
Information Technology	63622800	\$ 5,655,173
Car Pool	66126300	\$ 1,953,029
Benefits Fund	67785200	\$ 10,954,169

BE IT FURTHER RESOLVED that Board of Commissioners authorizes \$17 million of General Fund fund balance to be assigned for cash flow purposes.

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 2020 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 under \$100,000 that are approved with the adoption of the 2020 Budget, and include department line item detail deemed sufficient by the County Administrator or Deputy County Administrator/Financial Officer will receive authorization to purchase or enter into contract as of January 1, 2020. Variances of the amount listed in the detail for that item, that are

greater than 10 percent or \$25,000, whichever is lower, will require Board authorization prior to purchase or entering into contract. Variances less than 10 percent or \$25,000 of the line item detail may be approved by the County Administrator.

BE IT FURTHER RESOLVED that the County Administrator is authorized to execute transfers among line items and cost centers within funds in amounts not to exceed \$25,000 per transfer. The County Administrator 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 County Procurement 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 County Procurement Policy.

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 all Judges, County Elected Officials, County Department Heads, and employees shall abide by the County Employee Business Expense 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 current IRS rate per mile.

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 position changes below be authorized as of January 1, 2020 and reflected in Position Control in the County's ERP System:

Position	Title	Department	B/U	Change	Fund
13100109	Veteran Court Coordinator	Courts	NU	(0.50)	239
60100110	Health Promotion Specialist	Health	NU	(1.00)	221
26500135	Maintenance Mechanic	Facility Services	NU	1.00	631
26500134	Deputy Director	Facility Services	NU	1.00	631
37100128	Building Inspector/Reviewer	Building Inspection	NU	1.00	542
53800156	Mechanic/Driver	LETS	NU	1.00	588
53800110	Utility Worker/Driver	LETS	NU	(1.00)	588
53800147	Driver	LETS	NU	1.00	588
53800148	Driver	LETS	NU	1.00	588
53800149	Driver	LETS	NU	1.00	588
53800150	Driver	LETS	NU	1.00	588
53800151	Driver	LETS	NU	0.48	588
53800152	Driver	LETS	NU	0.48	588
53800153	Driver	LETS	NU	0.48	588
53800154	Driver	LETS	NU	0.48	588
53800155	Driver	LETS	NU	0.48	588
53800157	Mechanic/Driver	LETS	NU	0.73	588
43000117	Administrative Aide	Animal Shelter	NU	0.48	101
26718103	Administrative Aide	Prosecutor/CVR	NU	0.27	101
Total Authorized Position Changes				9.38	

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 module 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 positions that will become vacant where the department head deems it necessary to temporarily double fill for greater than 30 calendar days for either transition or succession planning purposes will need to bring the request to the Board for approval and authorization of funding.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners authorizes the transfer of funds up to the amount listed below from the Capital Improvement Fund to the Departments listed below based on actual expenditures incurred throughout the year on the approved projects listed below, and authorizes the County Treasurer to make the appropriate adjusting journal entries to effectuate the transfers upon request.

Department	ORG	Project	Amount
Information Technology	63622800	Primary Data Center Upgrade	\$ 650,000
Information Technology	63622800	OnBase ECM Imaging Software	\$ 85,800
Information Technology	63622800	Cisco Unified Communications Upgrade	\$ 56,000
Information Technology	63622800	Website Redesign & Hosting	\$ 350,000
Facility Services	63126500	East Complex Break Room Renovations	\$ 50,000
Facility Services	63126500	Historic Courthouse Foundation Sealing	\$ 50,000
Jail	10135100	Remodel Sheriff Office/Jail Areas	\$ 1,000,000
Total			\$ 2,241,800

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners authorizes the transfer of monies within budgetary limits from the General Fund to Special Revenue Funds for the purpose of grant matching based on actual expenditures throughout the year, and authorizes the County Treasurer to make the appropriate adjusting journal entries to effectuate the transfers upon request.

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Moved:
Seconded:
Carried:

Roll Call Vote:

RESOLUTION

NO: 2019-11-176

LIVINGSTON COUNTY

DATE: November 25, 2019

RESOLUTION APPOINTING THE LIVINGSTON COUNTY EMS DIRECTOR – COUNTY ADMINISTRATION

WHEREAS, Livingston County has a need to fill the vacant EMS Director position that has been budgeted as full-time for fiscal years 2019 and 2020; and

WHEREAS, this position is vital to Livingston County operations; and

WHEREAS, the position vacancy was posted both internally and externally and Hiring Solutions, LLC. provided candidate recruiting and screening assistance; and

WHEREAS, three (3) applicants for the position were interviewed by the County Administrator and Human Resources Director; and

WHEREAS, the top two (2) candidates were interviewed by the Acting County Administrator, the Sheriff, the County Public Health Officer, the Hartland/Deerfield Fire Chief, and the Human Resources Director; and

WHEREAS, the selected candidate is David Feldpausch as the next EMS Director.

THEREFORE BE IT RESOLVED that Livingston County Board of Commissioners hereby accepts the recommendation of the Acting County Administrator to make a conditional offer of appointment to **DAVID FELDPAUSCH** as the Livingston County **EMS DIRECTOR** contingent upon his fulfilling to the sole satisfaction of the County all County post-interview requirements and verifications.

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO: 2019-11-177

LIVINGSTON COUNTY

DATE: November 25, 2019

Resolution Requesting a Correction to the Apportionment Report - Equalization

WHEREAS, the County Board of Commissioners approved the annual Apportionment Report on October 15, 2019, and

WHEREAS, on November 5, 2019 the voters in the Pinckney School District approved a 3.0000 millage Non-Homestead additional millage, and

WHEREAS, the additional millage will change the previous approved 17.9280 millage to 18.0000 mills, and

WHEREAS, the request will be a .072 increase for the Non-Homestead properties in the Pinckney School District.

THEREFORE BE IT RESOLVED THAT THE Livingston County Board of Commissioners hereby approve the request for the additional millage be approved and revise apportionment report.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO: 2019-10-158

LIVINGSTON COUNTY

DATE: October 15, 2019

Resolution to Approve the Annual 2019 Apportionment Report - Equalization

WHEREAS, State Law requires that the annual Apportionment Report be approved by the Board of Commissioners on or before October 31st of each year; and

WHEREAS, the L-4029's have been prepared and properly calculated in accordance to the Headlee Amendment of 1978; and

WHEREAS, the allowed operating millage of any one taxing jurisdiction does not exceed the maximum total allowed under the General Property Tax Act; and

WHEREAS, this is further supported by the 591 Clerk's Report; and

WHEREAS, pursuant to Section 262 of the Michigan Drain Code, Act 40 of the Public Acts of 1956, as amended, also included is the summary of the Drain Commissioner's special assessments for 2012 to be levied on the winter taxes.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approve the 2019 Apportionment Report.

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MOVED:

W. Green

SECONDED:

C. Griffith

CARRIED:

Roll Call Vote: Yes (9): W. Green, W. Nakagiri, D. Helzerman, R. Bezotte, C. Griffith, G. Childs, D. Parker, D. Dolan, and K. Lawrence; No (0): None; Absent (0): None

COUNTY AND LOCAL UNITS

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AUTHORITIES

(A) Authority (Dist. Libraries, DDAs, Transit, Metro, Fire, etc.)	(B) Taxable Value	(C) Total Operating Rate	(D) Est. Authority Oper. Tax Dollars	(E) Total Debt Rate	(F) Est. Authority Debt Tax Dollars	(G) Est. Total Authority Tax Dollars	(BB) Total RenZone Taxable Value
FIRE - BRIGHTON AUTH.	2,804,256,766.00	2.3733	6,655,342.58	0.0000	0.00	6,655,342.58	0.00
FIRE - FOWLERVILLE AUTH.	571,241,300.00	1.6752	956,943.43	0.0000	0.00	956,943.43	0.00
FIRE - HOWELL AREA AUTH.	1,945,196,985.00	1.4598	2,839,598.56	0.0000	0.00	2,839,598.56	0.00
HCMA - LIVINGSTON CO. HURON CLINTON METRO AUTH.	9,355,745,974.00	0.2117	1,980,611.42	0.0000	0.00	1,980,611.42	421,281.00
LIBRARY - BRIGHTON DIST.	2,766,292,438.00	0.8702	2,407,227.68	0.0000	0.00	2,407,227.68	421,281.00
LIBRARY - CROMAINE DIST.	1,352,988,337.00	1.4839	2,007,699.39	0.0000	0.00	2,007,699.39	0.00
LIBRARY - DEXTER DIST. LIVINGSTON CO.	68,279,578.00	1.1037	75,360.17	0.4100	27,994.63	103,354.80	0.00
LIBRARY - FOWLERVILLE LIVINGSTON CO.	574,795,522.00	1.3781	792,125.71	0.0000	0.00	792,125.71	0.00
LIBRARY - HOWELL DIST.	2,592,374,382.00	1.0594	2,746,361.42	0.0000	0.00	2,746,361.42	0.00
LIBRARY - PINCKNEY DIST.	376,350,900.00	2.0077	755,599.70	0.0000	0.00	755,599.70	0.00
ROADS - HANDY TWP	190,470,940.00	0.9833	187,290.08	0.0000	0.00	187,290.08	0.00

SCHOOLS

(A) Local K12 School District Name	(B) Total Taxable Value	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K) Total Recreational Rate	(L) Recreational Tax Dollars	(M)	(BB) Total RenZone Taxable Value	(GG)
		Total NonHomestead Taxable Value	Total Commercial Personal Taxable Value	HH / Supplemental Rate	Est. HH / Supplemental Tax Dollars	Non Homestead Operating Rate	Est. NH Operating Tax Dollars	Total Debt / Sinking Fund / Bldg Site Rate	Est. Debt / Sinking Fund / Bldg Site Tax Dollars			Total Est. Local K12 School Tax Dollars		Homestead Non Comm.Pers. Operating Rate
BRIGHTON AREA SCHOOLS	2,451,503,772.00	609,802,230.00	53,278,560.00	0.0000	0.00	18.0000	11,296,111.50	7.1900	17,629,341.13	0.0000	0.00	28,925,452.63	421,281.00	6.0000
BYRON AREA SCHOOLS	30,430,173.00	3,856,414.00	116,200.00	0.0000	0.00	18.0000	70,112.65	2.9447	89,607.73	0.0000	0.00	159,720.38	0.00	6.0000
DEXTER COMMUNITY SCHOOL DIST	68,279,578.00	8,100,871.00	760.00	0.0000	0.00	18.0000	145,820.24	8.5000	580,376.41	0.0000	0.00	726,196.65	0.00	6.0000
FENTON AREA PUBLIC SCHOOLS	296,261,332.00	54,489,483.00	312,500.00	0.0000	0.00	18.0000	982,685.69	6.4399	1,907,893.35	0.0000	0.00	2,890,579.04	0.00	6.0000
FOWLerville COMMUNITY SCHS	574,558,459.00	140,027,207.00	8,894,926.00	0.0000	0.00	18.0000	2,573,859.29	9.5500	5,487,033.28	0.0000	0.00	8,060,892.57	0.00	6.0000
HARTLAND CONSOLIDATED SCHS	1,352,629,557.00	264,765,727.00	18,470,500.00	0.0000	0.00	17.9784	4,870,488.19	8.5441	11,557,002.20	0.0000	0.00	16,427,490.39	0.00	5.9784
HOWELL PUBLIC SCHOOLS	2,604,710,302.00	756,831,439.00	48,481,508.00	0.0000	0.00	18.0000	13,913,854.95	6.1000	15,888,732.84	0.0000	0.00	29,802,587.79	0.00	6.0000
HURON VALLEY SCHOOLS	23,027,332.00	18,720,032.00	0.00	0.0000	0.00	17.4672	326,986.54	7.9109	182,166.92	0.0000	0.00	509,153.46	0.00	5.4672
LINDEN COMM SCHOOL DISTRICT	157,485,279.00	27,487,285.00	208,600.00	0.0000	0.00	18.0000	496,022.73	5.0640	797,505.45	0.0000	0.00	1,293,528.18	0.00	6.0000
MORRICE AREA SCHOOLS	3,058,978.00	391,736.00	0.00	0.0000	0.00	16.5032	6,464.90	7.0000	21,412.85	0.0000	0.00	27,877.75	0.00	4.5032
PINCKNEY COMMUNITY SCHOOLS	1,219,682,280.00	229,300,456.00	8,194,739.00	0.0000	0.00	18.0000	4,159,476.99	7.5500	9,208,601.21	0.0000	0.00	13,368,078.20	0.00	5.9280
SOUTH LYON COMMUNITY SCHOOLS W/OCC	362,574,261.00	36,886,038.00	839,700.00	0.0000	0.00	18.0000	668,986.88	7.9000	2,864,336.66	0.0000	0.00	3,533,323.54	0.00	6.0000
STOCKBRIDGE COMM SCHOOLS	105,819,231.00	24,020,470.00	465,400.00	0.0000	0.00	18.0000	435,160.86	3.9000	412,695.00	0.0000	0.00	847,855.86	0.00	6.0000
TR-68 HWL/HAR TRANS	236,565.00	0.00	0.00	0.0000	0.00	17.9784	0.00	9.5306	2,254.61	0.0000	0.00	2,254.61	0.00	5.9784
TR-69 HWL/HAR TRANS '00	122,215.00	0.00	0.00	0.0000	0.00	17.9784	0.00	9.4020	1,149.07	0.0000	0.00	1,149.07	0.00	5.9784
TR-FOWL/WEB 96	294,900.00	0.00	0.00	0.0000	0.00	18.0000	0.00	14.6298	4,314.33	0.0000	0.00	4,314.33	0.00	6.0000
TR-HARTLAND/HOWELL	87,600.00	87,600.00	0.00	0.0000	0.00	18.0000	1,576.80	7.4135	649.42	0.0000	0.00	2,226.22	0.00	6.0000
TR-HO/ BR TR 13	1,679,169.00	57,426.00	0.00	0.0000	0.00	18.0000	1,033.67	5.0844	8,537.57	0.0000	0.00	9,571.24	0.00	6.0000
TR-HO/BR TR 96	110,310.00	0.00	0.00	0.0000	0.00	18.0000	0.00	3.9978	441.00	0.0000	0.00	441.00	0.00	6.0000
TR-HOW/BYRON '96	41,718.00	0.00	0.00	0.0000	0.00	18.0000	0.00	3.9312	164.00	0.0000	0.00	164.00	0.00	6.0000
TR-HOW/FOW 02	86,063.00	0.00	0.00	0.0000	0.00	18.0000	0.00	6.7850	583.94	0.0000	0.00	583.94	0.00	6.0000
TR-HOWELL/FOW 97	151,000.00	0.00	0.00	0.0000	0.00	18.0000	0.00	4.3365	654.81	0.0000	0.00	654.81	0.00	6.0000
WEBBERVILLE COMMUNITY SCHS	5,203,570.00	221,672.00	0.00	0.0000	0.00	18.0000	3,990.10	8.4298	43,865.05	0.0000	0.00	47,855.15	0.00	6.0000
WHITMORE LAKE PUB SCH DIST	97,712,330.00	39,869,778.00	2,880,500.00	0.0000	0.00	18.0000	734,939.00	9.3751	916,062.86	1.0000	97,712.33	1,748,714.19	0.00	6.0000

COMMUNITY COLLEGES

(A) Community College Name	(B) Taxable Value	(C) Total Operating Rate	(D) Est. Community College Oper. Tax Dollars	(E) Total Debt Rate	(F) Est. Community College Debt Tax Dollars	(G) Est. Total Community College Tax Dollars	(BB) Total RenZone Taxable Value
LANSING CC	111,317,701.00	3.8072	423,808.75	0.0000	0.00	423,808.75	0.00
MOTT CC	453,746,611.00	1.9819	899,280.41	0.8200	372,072.22	1,271,352.63	0.00
OAKLAND CC	385,601,593.00	1.5303	590,086.12	0.0000	0.00	590,086.12	0.00

INTERMEDIATE SCHOOL DISTRICTS

(H) Intermediate School District Name	(I) Taxable Value	(J) ISD Allocated Rate	(K) Est. ISD Allocated Tax Dollars	(L) ISD Total EV Operating Rate	(M) Est. ISD EV Operating (Spec Ed/Voc/Enh) Tax Dollars	(N) ISD Total Debt Rate	(O) Est. ISD Debt Tax Dollars	(P) Est. Total ISD Tax Dollars	(II) Total RenZone Taxable Value
GENESEE	453,746,611.00	0.4117	186,807.48	3.9316	1,783,950.18	0.0000	0.00	1,970,757.66	0.00
INGHAM	111,317,701.00	0.2000	22,263.54	5.7987	645,497.95	0.0000	0.00	667,761.49	0.00
LIVINGSTON	8,205,557,292.00	0.0651	534,181.78	3.2337	26,534,310.62	0.0000	0.00	27,068,492.40	421,281.00
OAKLAND	385,601,593.00	0.1934	74,575.35	3.0605	1,180,133.68	0.0000	0.00	1,254,709.03	0.00
SHIAWASSEE	33,530,869.00	0.2440	8,181.53	4.2228	141,594.15	0.0000	0.00	149,775.68	0.00
WASHTENAW	165,991,908.00	0.0954	15,835.63	5.2331	868,652.25	0.0000	0.00	884,487.88	0.00

TOTAL RATES

Township / City	Village	School Code	Local School District	Total Homestead Property Tax Rate	Total NonHomestead Property Tax Rate	Total Homestead Property Tax Rate w/Special Assmnt	Total NonHomestead Property Tax Rate w/Special Assmnt
Brighton		47010	BRIGHTON AREA SCHOOLS	24.5467	42.5467	24.5467	42.5467
Brighton		47060	HARTLAND CONSOLIDATED SCHS	26.5145	44.4929	26.5145	44.4929
Brighton		47070	HOWELL PUBLIC SCHOOLS	23.6459	41.6459	23.6459	41.6459
Brighton		63220	HURON VALLEY SCHOOLS	26.7530	44.2202	26.7530	44.2202
Cohoctah		47030	FOWLerville COMMUNITY SCHS	27.8568	45.8568	27.8568	45.8568
Cohoctah		47037	TR-HOWELL/FOW 97	22.6433	40.6433	22.6433	40.6433
Cohoctah		47041	TR-HOW/FOW 02	25.0918	43.0918	25.0918	43.0918
Cohoctah		47070	HOWELL PUBLIC SCHOOLS	24.0881	42.0881	24.0881	42.0881
Cohoctah		78020	BYRON AREA SCHOOLS	21.0414	39.0414	21.0414	39.0414
Cohoctah		78025	TR-HOW/BYRON '96	22.0279	40.0279	22.0279	40.0279
Conway		33220	WEBBERVILLE COMMUNITY SCHS	32.6424	50.6424	32.6424	50.6424
Conway		33221	TR-FOWL/WEB 96	38.8424	56.8424	38.8424	56.8424
Conway		47030	FOWLerville COMMUNITY SCHS	28.6336	46.6336	28.6336	46.6336
Conway		78020	BYRON AREA SCHOOLS	21.8182	39.8182	21.8182	39.8182
Conway		78060	MORRICE AREA SCHOOLS	25.8735	42.3767	25.8735	42.3767
Deerfield		25250	LINDEN COMM SCHOOL DISTRICT	24.0029	42.0029	24.0029	42.0029
Deerfield		47060	HARTLAND CONSOLIDATED SCHS	25.1205	43.0989	25.1205	43.0989
Deerfield		47070	HOWELL PUBLIC SCHOOLS	22.2519	40.2519	22.2519	40.2519
Deerfield		47076	TR-HARTLAND/HOWELL	23.5654	41.5654	23.5654	41.5654
Deerfield		78020	BYRON AREA SCHOOLS	19.2052	37.2052	19.2052	37.2052
Genoa		47010	BRIGHTON AREA SCHOOLS	24.4555	42.4555	24.4555	42.4555
Genoa		47020	TR-HO/BR TR 96	21.2633	39.2633	21.2633	39.2633
Genoa		47026	TR-HO/ BR TR 13	22.3499	40.3499	22.3499	40.3499
Genoa		47060	HARTLAND CONSOLIDATED SCHS	26.4233	44.4017	26.4233	44.4017
Genoa		47070	HOWELL PUBLIC SCHOOLS	23.5547	41.5547	23.5547	41.5547
Genoa		47080	PINCKNEY COMMUNITY SCHOOLS	24.8155	42.7435	24.8155	42.7435
Green Oak		47010	BRIGHTON AREA SCHOOLS	27.6639	45.6639	27.6639	45.6639
Green Oak		63240	OUTH LYON COMMUNITY SCHOOLS W/OC	29.8593	47.8593	29.8593	47.8593
Green Oak		81140	WHITMORE LAKE PUB SCH DIST	32.8787	50.8787	32.8787	50.8787
Hamburg		47010	BRIGHTON AREA SCHOOLS	27.2070	45.2070	27.2070	45.2070
Hamburg		47080	PINCKNEY COMMUNITY SCHOOLS	27.5670	45.4950	27.5670	45.4950
Hamburg		81050	DEXTER COMMUNITY SCHOOL DIST	32.0604	50.0604	32.0604	50.0604
Handy		33220	WEBBERVILLE COMMUNITY SCHS	31.6835	49.6835	31.6835	49.6835
Handy		47030	FOWLerville COMMUNITY SCHS	27.6747	45.6747	27.6747	45.6747
Handy	FOWLerville	47030	FOWLerville COMMUNITY SCHS	41.9690	59.9690	41.9690	59.9690
Handy	FOWLerville	47070	HOWELL PUBLIC SCHOOLS	23.9060	41.9060	23.9060	41.9060
Hartland		47060	HARTLAND CONSOLIDATED SCHS	27.3163	45.2947	27.3163	45.2947
Howell		47030	FOWLerville COMMUNITY SCHS	27.4000	45.4000	27.4000	45.4000
Howell		47070	HOWELL PUBLIC SCHOOLS	23.6313	41.6313	23.6313	41.6313
Iosco		33200	STOCKBRIDGE COMM SCHOOLS	27.4694	45.4694	27.4694	45.4694
Iosco		47030	FOWLerville COMMUNITY SCHS	27.9904	45.9904	27.9904	45.9904
Iosco		47070	HOWELL PUBLIC SCHOOLS	24.2217	42.2217	24.2217	42.2217
Marion		47070	HOWELL PUBLIC SCHOOLS	22.6226	40.6226	22.6226	40.6226
Marion		47080	PINCKNEY COMMUNITY SCHOOLS	23.0132	40.9412	23.0132	40.9412
Oceola		47060	HARTLAND CONSOLIDATED SCHS	26.3373	44.3157	26.3373	44.3157
Oceola		47068	TR-68 HWL/HAR TRANS	27.3238	45.3022	27.3238	45.3022
Oceola		47069	TR-69 HWL/HAR TRANS '00	27.1952	45.1736	27.1952	45.1736
Oceola		47070	HOWELL PUBLIC SCHOOLS	23.4687	41.4687	23.4687	41.4687
Putnam		47070	HOWELL PUBLIC SCHOOLS	24.3294	42.3294	24.3294	42.3294
Putnam		47080	PINCKNEY COMMUNITY SCHOOLS	25.7794	43.7074	25.7794	43.7074
Putnam	PINCKNEY	47080	PINCKNEY COMMUNITY SCHOOLS	38.0969	56.0249	38.0969	56.0249
Tyrone		25100	FENTON AREA PUBLIC SCHOOLS	24.3915	42.3915	24.3915	42.3915
Tyrone		25250	LINDEN COMM SCHOOL DISTRICT	23.0156	41.0156	23.0156	41.0156
Tyrone		47060	HARTLAND CONSOLIDATED SCHS	24.1332	42.1116	24.1332	42.1116
Unadilla		33200	STOCKBRIDGE COMM SCHOOLS	29.2025	47.2025	29.2025	47.2025
Unadilla		47030	FOWLerville COMMUNITY SCHS	29.7235	47.7235	29.7235	47.7235
Unadilla		47080	PINCKNEY COMMUNITY SCHOOLS	26.3454	44.2734	26.3454	44.2734
Brighton		47010	BRIGHTON AREA SCHOOLS	41.9054	59.9054	41.9054	59.9054
Fenton		25100	FENTON AREA PUBLIC SCHOOLS	23.5093	41.5093	23.5093	41.5093
Howell		47070	HOWELL PUBLIC SCHOOLS	38.3366	56.3366	38.3366	56.3366

Local Municipality (Twp/City/Vlg)	ALL Purpose(s) of Qualifying Special Assessment Millage Rates for the Local Municipality Listed	Total of All Special Assessment Rates Levied UNITWIDE
N/A		

RESOLUTION

NO: 2019-11-178

LIVINGSTON COUNTY

DATE: November 25, 2019

Resolution to Apply For and Administer a Grant to Meet the Existing and Future Needs for the Livingston County Senior Nutrition Meals on Wheels Program as Outlined in Goal #1 Sustainable Services in the Livingston County Strategic Plan – Board of Commissioners

WHEREAS, Community Outreach Services Corporation (COSC) has been operating the Meals On Wheels (MOW) program for Livingston County since 1991, and is the sole provider of Meals On Wheels for both Livingston and Western Oakland County; and

WHEREAS, COSC currently operates out of Hartland Educational Support Service Center in Livingston County to administer, prepare, pack and distribute the meals in the school's hallways. They have recently been informed by Hartland Educational Support Service Center that their space will be reduced for the MOW program, which will negatively impact the already over-capacity operation of the program; and

WHEREAS, COSC has a need for a new permanent facility to operate the MOW program to the Livingston County community and has identified land in Hartland, Michigan to be owned by COSC for the operation of the MOW Program, and in the event of an emergency, to use the facility as a crisis center for food service; and

WHEREAS, COSC has proposed a plan for the purchase of land and construction of a new facility for COSC to operate the MOW program and requires a financial commitment from Livingston County to be able to move forward with the project; and

WHEREAS, the proposal, contingent on funding from both COSC and Livingston County, is as follows:

- Livingston County would commit to initially apply for and administer a CDBG grant with Michigan Economic Development Council (MEDC) for \$1,000,000 for the purpose of obtaining land and constructing a new MOW facility upon the fulfillment of the following conditions. Upon current information and belief, the CDBG grant requires an equal cash match of \$1million dollars.
- The cash match proposed is comprised of the following:
 - Livingston County will commit \$500,000 for COSC to provide current and future services to the citizen of Livingston County under the terms of a contract with COSC. . The terms of such contract will be developed by Livingston County Administration and counsel and will contain language safeguarding the County's interest if the building is sold, the program ends, the contracted for services are not provided to the satisfaction of the County or agreed upon contractual requirements, and/or other conditions as may be either required by the CDBG grant or recommended by Administration and

counsel which are acceptable to both the Livingston Board of Commissioners and COSC.

- COSC will apply for and secure a commitment for a Community catalyst loan of \$250,000
- 0. COSC will provide cash funding for any remaining required matching funds in a sum of not less than \$250,000.

THEREFORE BE IT RESOLVED the Livingston County Board of Commissioners authorizes the County to apply for CDBG grant funds from Michigan Economic Development in the amount of \$1,000,000 for the purpose of constructing a new facility for COSC to administer the Meals on Wheels program to the citizens of Livingston County.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners authorize counsel to undertake drafting and negotiation with COSC for a contract in the amount of \$500,000 to provide services to the citizens of Livingston County, as allowable under the Activities or Services for Older Persons Act (MCL 400.573). The Board of Commissioners acknowledge the funds may be used as matching funds for the CDBG grant mentioned above and are contingent on the actual award of the grant for the construction of a new facility for COSC to administer the MOW program in Livingston County.

BE IT FURTHER RESOLVED that upon award of the grant and recommendation of by Administration and counsel proposed contract for services with COSC and the CDBG grant documents, at an open meeting the Board of Commissioners shall review the matter and consider approval and authorization of: (I) the proposed contract for services with COSC, and/or (ii) acceptance of or declining the CDBG grant

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MOVED:
SECONDED:
CARRIED: