

FINANCE COMMITTEE AGENDA

March 28, 2018

7:30 AM

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

Pages

1. **CALL MEETING TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES** 3
 - a. Meeting minutes dated: March 14, 2018
 - b. Closed Session minutes dated: March 14, 2018
4. **TABLED ITEMS FROM PREVIOUS MEETINGS**
5. **APPROVAL OF AGENDA**
6. **CALL TO THE PUBLIC**
7. **REPORTS**
 - 7.1 **Prosecutor's Annual Report**
8. **RESOLUTIONS FOR CONSIDERATION**
 - 8.1 **DPW/Solid Waste Management** 9

Resolution Authorizing the Creation of the Livingston County Solid Waste Management Committee
 - 8.2 **Circuit Court** 12

Resolution Approving the Change in Funding Sources for the Resource Coordinator Position in Central Services
 - 8.3 **Circuit Court** 15

Resolution Authorizing the Re-Creation of the Office Assistant Position Located in Central Services

8.4	Central Services	18
	Resolution Authorizing a Supplemental Appropriation to the 2018 Central Services Budget for Document Imaging	
8.5	Treasurer	21
	Resolution Authorizing The Creation of the 911 Central Dispatch Capital Construction Fund	
8.6	Sheriff	22
	Resolution Authorizing the 2018 Michigan Medical Marihuana Operation and Oversight Grant	
8.7	Planning	41
	Resolution to Amend Resolution 2013-03-079 Adopting the Planning Commission Ordinance	
8.8	Administration	47
	Resolution to Submit Estimated 2019 Budget to the Tax Allocation Board	
9.	CLAIMS	
	Miscellaneous Claims Dated: March 28, 2018	
10.	PREAUTHORIZED	
	Computer Print-out Dated: 3-15-18 through 3-28-18	
11.	CALL TO THE PUBLIC	
12.	ADJOURNMENT	

FINANCE COMMITTEE

MEETING MINUTES

March 14, 2018

7:30 a.m.

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

Members Present:

C. Griffith, D. Helzerman, W. Green , D. Parker, R. Bezotte, D. Dolan , G. Childs

Members Absent:

K. Lawrence , D. Domas

1. CALL MEETING TO ORDER

The meeting was called to order by Comm. Carol Griffith at 7:30 a.m.

2. ROLL CALL

Indicated the presence of a quorum.

3. APPROVAL OF MINUTES

Meeting minutes dated: February 28, 2018

Motion to approve the minutes as presented.

Moved by: G. Childs

Seconded by: D. Helzerman

Yes (7): C. Griffith, W. Green , D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Absent (2): K. Lawrence , and D. Domas

Motion Carried (7-0-2)

4. TABLED ITEMS FROM PREVIOUS MEETINGS

None.

5. APPROVAL OF AGENDA

Motion to approve the Agenda as presented.

Moved by: D. Dolan

Seconded by: W. Green

Yes (7): C. Griffith, W. Green , D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Absent (2): K. Lawrence , and D. Domas

Motion Carried (7-0-2)

6. CALL TO THE PUBLIC

None.

7. REPORTS

7.1 Drain Commissioner Annual Report

Ken Recker and Rob Spaulding presented a PowerPoint of the 2017 Annual Report of the Drain Commissioner's Office

Reviewed staffing changes, permitting totals, active projects, solid waste program, lake improvements, the Livingston Regional Sewer System, educational outreach, septage receiving station, office projects and looking ahead.

Commissioner Griffith asked about aging infrastructure. Ken Recker answered that the Drain code doesn't provide to master plan storm water waste.

8. RESOLUTIONS FOR CONSIDERATION

8.1 L.E.T.S.

Resolution Authorizing an Amendment to the Five Year Master Agreement with the Michigan Department of Transportation

Recommend Motion to the Board of Commissioners.

Moved by: W. Green

Seconded by: D. Helzerman

Yes (7): C. Griffith, W. Green , D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Absent (2): K. Lawrence , and D. Domas

Motion Carried (7-0-2)

8.2 Facility Services

Resolution Authorizing Granting an Easement to Consumers Energy

Recommend Motion to the Board of Commissioners.

Moved by: G. Childs

Seconded by: D. Dolan

Yes (7): C. Griffith, W. Green , D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Absent (2): K. Lawrence , and D. Domas

Motion Carried (7-0-2)

8.3 Central Dispatch

Resolution Authorizing the Construction of a New 911 Central Dispatch Facility

Recommend Motion to the Board of Commissioners.

Moved by: D. Dolan

Seconded by: D. Helzerman

Cindy Catanach reviewed the project budget and what this cost will include.

Brad Alvord, Lindhout Associates, answered questions from the Board.

Yes (7): C. Griffith, W. Green , D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Absent (2): K. Lawrence , and D. Domas

Motion Carried (7-0-2)

8.4 Animal Control

Resolution to Adopt an Animal Control Ordinance

Recommend Motion to the Board of Commissioners.

Moved by: W. Green

Seconded by: G. Childs

Yes (7): C. Griffith, W. Green , D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Absent (2): K. Lawrence , and D. Domas

Motion Carried (7-0-2)

8.5 County Clerk

Resolution Authorizing Reorganization of the County Clerk Legal Division

Recommend Motion to the Board of Commissioners.

Moved by: D. Dolan

Seconded by: W. Green

Yes (7): C. Griffith, W. Green , D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Absent (2): K. Lawrence , and D. Domas

Motion Carried (7-0-2)

8.6 Human Resources

Resolution Authorizing Reorganization of the Human Resources Department

Recommend Motion to the Board of Commissioners.

Moved by: W. Green

Seconded by: G. Childs

Yes (7): C. Griffith, W. Green , D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Absent (2): K. Lawrence , and D. Domas

Motion Carried (7-0-2)

9. CLOSED SESSION

Motion to recess to Closed Session at 8:10 a.m.

Moved by: D. Dolan

Seconded by: D. Helzerman

Yes (7): C. Griffith, W. Green , D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Absent (2): K. Lawrence , and D. Domas

Motion Carried (7-0-2)

Commissioner Dolan exited at 8:55 a.m.

Motion to return to Open Session at 9:10 a.m.

Moved by: D. Helzerman

Seconded by: D. Parker

Yes (7): C. Griffith, W. Green , D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Absent (2): K. Lawrence , and D. Domas

Motion Carried (7-0-2)

Motion to approve Council's recommendation.

Moved by: G. Childs

Seconded by: W. Green

Yes (7): C. Griffith, W. Green , D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Absent (2): K. Lawrence , and D. Domas

Motion Carried (7-0-2)

10. CLAIMS

Miscellaneous Claims Dated: March 14, 2018

Recommend Motion to the Board of Commissioners.

Moved by: W. Green

Seconded by: D. Helzerman

Yes (7): C. Griffith, W. Green , D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Absent (2): K. Lawrence , and D. Domas

Motion Carried (7-0-2)

11. PREAUTHORIZED

Computer Print-out Dated: 2-29-18 through 3-14-18

Recommend Motion to the Board of Commissioners.

Moved by: R. Bezotte

Seconded by: W. Green

Yes (7): C. Griffith, W. Green , D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Absent (2): K. Lawrence , and D. Domas

Motion Carried (7-0-2)

12. CALL TO THE PUBLIC

None.

13. ADJOURNMENT

Motion to adjourn the meeting at 9:12 a.m.

Moved by: G. Childs

Seconded by: R. Bezotte

Yes (7): C. Griffith, W. Green , D. Helzerman, D. Parker, R. Bezotte, D. Dolan , and G. Childs

Absent (2): K. Lawrence , and D. Domas

Motion Carried (7-0-2)

Respectfully submitted by:

Natalie Hunt

Recording Secretary

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: [Click here to enter a date.](#)

Resolution Authorizing the Creation of the Livingston County Solid Waste Management Committee

WHEREAS, a Solid Waste Management Plan (“Plan”) was prepared by Livingston County and its municipalities under the provisions of Part 115 of Act No. 451 of the Public Acts of 1994, as amended, known as the Natural Resources and Environmental Protection Act in 1998; and

WHEREAS, this Plan addresses the solid waste management needs of Livingston County for a five-year planning period and ensures that all non-hazardous waste generated is collected, recovered, processed and disposed of in a manner consistent with state law; and

WHEREAS, there has been no need to update the Plan due to the expense and no direction from the State of Michigan’s Department of Environmental Quality; and,

WHEREAS, one of the objectives of the Plan is for the County to establish and continue the role of the Livingston County Solid Waste Management Committee to manage the goals and objectives of the Plan; and

WHEREAS, in Livingston County, the Office of the Drain Commissioner, is the agency that implements the Plan with the guidance and assistance of the Solid Waste Management Committee; and

WHEREAS, this resolution will serve to supersede any previous resolutions previously adopted by the Livingston County Board of Commissioners concerning the Solid Waste Management Committee; and

WHEREAS, the Committee will meet on a frequency that is necessary to perform their role and will be paid at the current per diem rate for committee meetings as established by the Livingston County Board of Commissioners; and

WHEREAS, Solid Waste Management Committee members will be appointed by the Livingston County Board of Commissioners; and

WHEREAS, the term of office of a committee member shall be for 3 years and until his/her successor is appointed, except that of the members first appointed, 3 shall be appointed for a term of 1 year, 3 for 2 years, and 3 for 3 years, so that no more than one third of the committee member’s terms will expire in one calendar year. A vacancy shall be filled for an unexpired term in the same manner as an original appointment; and

WHEREAS, members of this Committee will consist of nine members and represent the following categories:

Solid Waste Industry	1 member
Environmental Interests	1 member
City/Village Representative	1 member
Health Interests	1 member
Township Representatives	3 members
General Public	2 members

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the creation of the Livingston County Solid Waste Management Committee consisting of nine members (with the representations above). New committee members shall be appointed upon the recommendations of the standing Livingston County Solid Waste Management Committee and will serve a term of three years. However, notwithstanding the above, the Livingston County Board of Commissioners may reject any recommendation from the Livingston County Solid Waste Management Committee and request additional names. The terms will be staggered so that no more than one third of the committee member's terms will expire in one calendar year.

BE IT FURTHER RESOLVED that the role of the Livingston County Solid Waste Management Committee will be to guide and assist the Office of the Livingston County Drain Commissioner in implementing the current and any future Livingston County Solid Waste Management Plans.

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MOVED:
SECONDED:
CARRIED:



Memorandum

To: Livingston County Board of Commissioners
From: Robert A. Spaulding., DPW Coordinator
Date: 03/16/2018

Resolution Authorizing the Creation of the Livingston County Solid Waste Management Committee

The Livingston County Solid Waste Management Plan (“Plan”) was prepared by Livingston County and its municipalities in 1998. The implementation of the Plan falls under the responsibility of the Office of the Livingston County Drain Commissioner. The Livingston County Solid Waste Management Committee (SWMC) provides guidance and assistance to the Livingston County Drain Commissioner.

It was noticed by the County Administrator and the DPW Coordinator that some clarification was necessary regarding the SWMC and its appointed member’s terms, particularly the staggering of the three year appointments.

It is the intention of this resolution to provide this clarification.

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

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Approving the Change in Funding Sources for the Resource Coordinator Position in Central Services – Circuit Court

WHEREAS, the Livingston County Board of Commissioners approved the Court to create the Resource Coordinator Position for Adult Drug Court in Resolution 2017-11-179; and

WHEREAS, the Court Programs Department has a need to re-assign a portion of the Resource Coordinator Position's duties from Adult Drug Court to Intensive Treatment Mental Health Court; and

WHEREAS, this position is currently fully funded through the SAMHSA federal grant (23816800); and

WHEREAS, the new funding sources for this position will be 75% through the SAMHSA federal grant (23816800 704000) and 25% through the MMHCGP state grant (23916800 704000); and

WHEREAS, the Intensive Treatment Mental Health Court is funded by MMHCGP and has sufficient funding to support 25% of this position; and

WHEREAS, if sufficient funding in these grants are not available to support this position, the position will be eliminated.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the allocation change in funding from fully Federal funded to 75% Federal and 25% State funded for the full-time term Resource Coordinator Position in Courts Central Services.

Position #	Description	▼ Stat	# E...	CY FTE
16800117	RESOUCOE COORDINATOR	A	1	1.000

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners authorizes the appropriate Budget Amendment(s) to effectuate the above.

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MOVED:

SECONDED:

CARRIED:



CONTACT INFORMATION

Requester: Ashley Gillies

Title of Requester: Court Administrative Coordinator

Dept. Phone Number/Extension: 7771

Date Requested: 3/8/2018

POSITION INFORMATION

Position Title: Court Resource Coordinator (PC: 16800117)

Supervisor: Sara Applegate

1. Is the purpose of this request to fill a position as a result of a vacancy? Yes ☐ No ☒

If so, name of person last holding this position: _____

2. Is the purpose of this request to reclassify a current position? Yes ☐ No ☒3. Is the purpose of this request to change the scheduled hours of an existing position? Yes ☐ No ☒

From: _____ To: _____

If so, name of current incumbent: _____

4. Is the purpose of this request to transfer a current position? Yes ☒ No ☒

If so, Current Department: 23816800

Proposed Department: 23816800 & 23816900

Position Type: Regular ☐ Term/Grant ☒ Temp. ☐ Unpaid ☐ Special ☐Position Status: Full Time (30+) ☒ Part-Time (21-29) ☐ Part-Time (20 or Less) ☐ Number of hours per week: _____

Justification of request / change of position (REQUIRED): This position is currently funded through the SAMHSA grant.

The Mental Health Court is in need of resource assistance. The resource assistance can be funded 25% by the state grant.

The Court will change this position from fully funded by 23816800 to funded 75% through 23816800 and 25% through 23916800.

FUNDING INFORMATION

Base Annual Salary: \$38,815.00

This position is funded in whole or in part by a grant: Yes ☒ No ☐ % Funded: 100%

Allocation (Required): Current: Org. 23816800 % 100

Proposed (If changing): Org. 23816800/23916800 % 75/25

Position will be funded by: General Fund ☐ Enterprise Fund ☐ Special Revenue Fund ☒ Internal Service Fund ☐

REQUIRED APPROVALS

Supervisor (if applicable) Date 3/8/2018

Department Head Date 3/8/2018

HR OFFICE ONLY

Job Class: 10666 Job Title: Resource Coordinator Grade/Step: NU5, 1

FTE: 1 Employee Group: N/A HR Reviewed: Date: 3/12/18

BUDGET OFFICE ONLY

Position Control #: 16800117 Org. 23816800 & 23916800 1680 location

Funds Available: Yes ☐ No ☒ Object Code: 704000 ☒ 706000 ☐ 706001 ☐Comments: NO change in FTE Budget Amendment needed to transfer funds
Allocate to Federal 75% State 25%

Budget Reviewed: Cynthia Catarucha Date: 3/12/18

Resolution #: _____

Board Authorized on Date: _____



LIVINGSTON COUNTY, MICHIGAN
44TH CIRCUIT COURT

Judicial Center, 204 S. Highlander Way
Phone 517-540-7664 Email sapplegate@livgov.com

Memorandum

To: Livingston County Board of Commissioners
From: Sara Applegate, Court Programs Liaison
Date: 3/15/2018
Re: Resolution Authorizing the Change in Funding Sources for the Resource Coordinator Position in Central Services – Circuit Court

Central Services is requesting the Board of Commissioners' approval to change the funding sources for the Resource Coordinator Position. This position is responsible for maintaining records, establishing statistics, generating quarterly and annual reports, attending all drug court staffing meetings and hearings, assisting with ideas for program planning and development, among other administrative resource responsibilities.

Currently, the position is funded 100% through a SAMHSA federal grant. This grant supports funding for the Adult Drug Court. The Intensive Treatment Mental Health Court also requires resource assistance. It is funded through MMHCGP state grant. Central Services would like to utilize the Resource Coordinator position to assist with the Intensive Treatment Mental Health Court.

In order to allow for this change, Central Services would need to change the funding sources of the Resource Coordinator. The Intensive Treatment Mental Health Court budget has sufficient funding to support a line item transfer to the salary line.

Current Funding for Resource Coordinator:

100% 23816800 704000 (federal grant funding)

New Funding for Resource Coordinator:

75% 23816800 704000 (federal grant funding)

25% 23916800 704000 (state grant funding)

The new funding will be effective beginning with pay period 3/25/18 – 4/7/18 (pay date: 4/12/18). The last pay period for the current funding will be pay period 3/11/18 - 3/24/18 (pay date: 3/29/18).

Thank you for your consideration in this matter and your continued support of Livingston County's Specialty Courts.

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing the Re-Creation of the Office Assistant Position Located in Central Services – Circuit Court

WHEREAS, Resolution 2017-12-214 approved the elimination of the Office Assistant position (16800111); and

WHEREAS, after a review of current operations within the Central Services Department, the need for additional office assistance was identified; and

WHEREAS, funding is available within federal and various state grants; and

WHEREAS, the position of the full-time Office Assistant, Grade 2, will be funded 50% through federal grant and 50% through various state grants.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes a full-time term Office Assistant position in the Courts Central Services Division, Pay Grade 2, effective immediately.

Position #	Description	▼ Stat	# E...	CY FTE
16800111	OFFICE-ASSISTANT	I	0	1.000

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners authorizes any budget amendments to the grant divisions of the Court Central Services to effectuate the above.

BE IT FURTHER RESOLVED this term position is authorized for as long as the grant funding is available to support it, and if grant funding for the position is no longer available the position will be eliminated.

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MOVED:

SECONDED:

CARRIED:



LIVINGSTON COUNTY, MICHIGAN
44TH CIRCUIT COURT

Judicial Center, 204 S. Highlander Way
Phone 517-540-7814 Email RSacharski@livgov.com

Memorandum

To: Livingston County Board of Commissioners
From: Roberta Sacharski, Circuit/Probate Court Administrator
Date: 3/20/2018
Re: Resolution Authorizing the Re-Creation of the Office Assistant Position Located in Central Services – Circuit Court/Finance/Full Board

The attached resolution authorizes the re-creation of the Office Assistant position located in Central Services within the Livingston County Courts. Recently, the Central Services Department reviewed the current operations of the Specialty Courts and identified a need for additional office assistance.

This position will be responsible for maintaining records, establishing statistics, assisting with quarterly and annual reports, assisting with data entry, among other administrative responsibilities.

This position will be funded 50% through federal grant and 50% through various state grants.

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



CONTACT INFORMATION

Requester: Roberta Sacharski/Sara ApplegateTitle of Requester: Circuit Probate Administrator/Court Programs LiaisonDept. Phone Number/Extension: 7814/7664Date Requested: 3/20/2018

POSITION INFORMATION

Position Title: Office Assistant (16800111)Supervisor: Sara Applegate

1. Is the purpose of this request to fill a position as a result of a vacancy?

Yes ☒No ☒

If so, name of person last holding this position:

unfunded, unauthorized position

2. Is the purpose of this request to reclassify a current position?

Yes ☐No ☒

3. Is the purpose of this request to change the scheduled hours of an existing position?

Yes ☐No ☒

From: _____ To: _____

If so, name of current incumbent: _____

4. Is the purpose of this request to transfer a current position?

Yes ☐No ☒

If so, Current Department: _____

Proposed Department: _____

Position Type: Regular ☐Term/Grant ☒Temp. ☐Unpaid ☐Special ☐Position Status: Full Time (30+) ☒Part-Time (21-29) ☐Part-Time (20 or Less) ☐

Number of hours per week: _____

Justification of request / change of position (REQUIRED): The Court Programs Liaison has reviewed the needs of her departmentand identified the necessity of filling this position. Based on available grant funding, the position will be funded 50% through 23816800 and 50% through 23916800.

FUNDING INFORMATION

Base Annual Salary: \$15,028/hrThis position is funded in whole or in part by a grant: Yes ☒No ☐% Funded: 100Allocation (Required): Current: Org. N/A

%

Proposed (If changing): Org. 23816800/23916800

%

50/50Position will be funded by: General Fund ☐Enterprise Fund ☐Special Revenue Fund ☒Internal Service Fund ☐

REQUIRED APPROVALS

Supervisor (if applicable) [Signature]Date 3/20/18Department Head R. SacharskiDate 3/20/18

HR OFFICE ONLY

Job Class: 1068Job Title: Office AssistantGrade/Step: NU 2, 1FTE: 1Employee Group: NUHR Reviewed: [Signature]Date: 3/21/18

BUDGET OFFICE ONLY

Position Control #: 16800111Org.: Division 16800Funds Available: Yes ☐No ☒Object Code: 704000 ☒706000 ☐706001 ☐Comments: POSITION ELIMINATED PER RESOLUTION 2017-12-214. REQUEST TOAUTHORIZE POSITION AS FULL TIME - TERM. WILL REQUIRE FUNDING. 100% Grant FundedBudget Reviewed: Cynthia CatarachDate: 3/21/18

Resolution #: _____

Board Authorized on Date: _____

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing a Supplemental Appropriation to the 2018 Central Services Budget for Document Imaging- Central Services

WHEREAS, resolution 2017-06-100 authorized District Court to convert microfiche cases to digital images at a cost not to exceed \$20,000; and

WHEREAS, the project was not completed in 2017, therefore, the funds for this project were not fully expended; and

WHEREAS, Central Services did not anticipate this project continuing into 2018 and thereby did not include in the 2018 Operating Budget for it and are requesting a supplemental appropriation in the amount of \$14,490; and

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

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes a supplemental appropriation to the Central Services budget in the amount of \$14,490.

ORG	2018 REVISED BUDGET	PROPOSED AMENDMENT	2018 PROPOSED REVISED BUDGET
General Fund	\$45,573,039	\$14,490	\$47,587,529
Court Central Services 10116800	\$2,576,697	\$14,490	\$2,591,187

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO: 2017-06-100

LIVINGSTON COUNTY

DATE: June 5, 2017

**RESOLUTION AUTHORIZING A SUPPLEMENTAL APPROPRIATION TO THE 2017
CENTRAL SERVICES APPROVED BUDGET - Central Services / Finance**

- WHEREAS,** the District Court has several drawers of case history on microfiche sheets; and
- WHEREAS,** the microfiche viewer/printer is broken and cannot be repaired; and
- WHEREAS,** District Court gets several requests per month for copies of these case histories; and
- WHEREAS,** the cost to replace the viewer/printer and supporting equipment would be \$7,845; and
- WHEREAS,** the District Court will be using the OnBase Content Management (Imaging) System within the next few years; and
- WHEREAS,** the cost of converting the microfiche cases to digital images and providing indexing from said cases has been quoted at not-to-exceed \$20,000; and the cost for one shared OnBase license is \$780, for a total of \$20,780; and
- WHEREAS,** over a six (6) year period, using a purchased viewer/printer along with associated costs totals \$35,528; converting the microfiche to digital images and using OnBase for storage and retrieval amounts to \$17,572; and
- WHEREAS,** the District Court is requesting an FY 2017 budget amendment of \$13,780; and
- WHEREAS,** the proposed amendment ensures compliance with the Uniform Budgeting and Accounting Act, as amended; and
- WHEREAS,** this Resolution has been recommended for approval by the Finance Committee.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes an FY 2017 budget amendment in the amount of \$13,780.

Org	Amended Budget	Proposed Budget Amendment	Proposed Amended Budget
101 16800	2,2013,058	\$13,780	\$2,026,838

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

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**MOVED:
SECONDED:
CARRIED:**

**Commissioner Griffith
Commissioner Green
9-0-0**

**Roll Call Vote: Yes: Griffith, Dolan, Childs, Lawrence, Green, Domas, Helzerman,
Parker, Bezotte. No: None. Absent: None**

Date	Order #
2/12/2018	21422

Bill To	Ship To
ACCOUNTS PAYABLE LIVINGSTON DISTRICT COURT JUDICIAL CENTER 204 S HIGHLANDER WAY HOWELL MI 48843 United States	LIVINGSTON DISTRICT COURT JUDICIAL CENTER 204 S HIGHLANDER WAY HOWELL MI 48843 United States

Terms	PO #		Ship Via	Account #	
Due on receipt				385406	
Item	Qty	Description	Unit Price	Amount	Serial #
Labor/Imaging	1	Livingston County District Court for Microfilm Conversion: Scanning 36 rolls of film x \$120 per roll	4,320.00	4,320.00	
Labor/Imaging	1	Indexing/Separating Documents 606 hours x \$15 per hour	9,090.00	9,090.00	
Labor/Imaging	1	Image Cleanup/Rework = 72 hours x \$15	1,080.00	1,080.00	
Thank you for your business. Payment Option: Credit card accepted for payment with an additional 3% surcharge to be added.			Total		\$14,490.00

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

Resolution Authorizing The Creation of the 911 Central Dispatch Capital Construction Fund - Treasurer

WHEREAS, Resolution 2018-03-049, dated March 19, 2018, authorized the construction project of a new 911 Central Dispatch Facility to be funded entirely by 911 Central Dispatch Special Revenue Fund Reserves; and

WHEREAS, Accounting guidelines require all financial transactions associated with a capital project be recorded in a Capital Project Fund; and

WHEREAS, In accordance with the State Chart of Accounts, the Livingston County Treasurer recommends Fund 461 be created as the 911 Central Dispatch Capital Construction Fund; and

WHEREAS, transfers out of the 911 Central Dispatch Special Revenue Fund will be required to fund the construction costs in the new Capital Construction Fund.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the creation of Fund 461 as the 911 Central Dispatch Capital Construction Fund.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby authorizes the Livingston County Treasurer to initiate the transfer of funds from the 911 Central Dispatch Special Revenue Fund to the 911 Central Dispatch Capital Construction Fund as costs are incurred.

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**MOVED:
SECONDED:
CARRIED:**

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: [Click here to enter a date.](#)

Resolution Authorizing the 2018 Michigan Medical Marihuana Operation and Oversight Grant – Sheriff

WHEREAS, the Livingston County Office of the Sheriff has determined a need to establish a medical marihuana operation and oversight program which includes education, communication and enforcement of the Michigan Medical Marihuana Act; and

WHEREAS, the State of Michigan, Department of Licensing and Regulatory Affairs has invited Livingston County to enter a grant agreement to financially assist in the operation of Livingston County Office of the Sheriff's education, communication and enforcement of the Michigan Medical Marihuana Act for FY 2018; and

WHEREAS, for participation in the Michigan Medical Marihuana Operation and Oversight Grant, Livingston County will be reimbursed up to \$47,229 of the County's authorized expenditures incurred during the grant period of January 1, 2018 to September 30, 2018.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the FY 2018 Grant Application documents and authorizes the Livingston County Office of the Sheriff to enter into agreement for financial assistance with the State of Michigan, Department of Licensing and Regulatory Affairs for the term of January 1, 2018 to September 30, 2018.

BE IT FURTHER RESOLVED that the Board of Commissioners authorizes the purchase of a vehicle from grant funds at a total purchase price not to exceed \$30,000 and also authorizes this vehicle to be an increase to the Sheriff Department total fleet.

BE IT FURTHER RESOLVED that the Board of Commissioners authorize any budget amendment to the 2018 Operating Budget in Org 23930100 necessary to effectuate the \$47,229 grant award.

BE IT FURTHER RESOLVED that the Board of Commissioners authorize any budget amendment to the 2018 Operating Budget in Fund 266 for current year fuel, maintenance and insurance. Ongoing future maintenance and upkeep costs for this vehicle will be reviewed and budgeted for annually where funding is available.

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

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**MOVED:
SECONDED:
CARRIED:**



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF LIVINGSTON COUNTY JAIL

150 S. Highlander Way, Howell, MI 48843
Phone 540-7946 Fax 545-9627
Web Site: co.livingston.mi.us

Memorandum

To: Livingston County Board of Commissioners
From: Lt. Eric J. Sanborn
Date: 03/14/2018
**Re: RESOLUTION AUTHORIZING THE 2018 MICHIGAN MEDICAL
MARIHUANA OPERATION AND OVERSIGHT GRANT BETWEEN
THE OFFICE OF THE SHERIFF AND THE STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS**

The Livingston County Office of the Sheriff has determined a need to establish a medical marihuana operation and oversight program which will includes education, communication and enforcement of the Michigan Medical Marihuana Act.

The State of Michigan, Department of Licensing and Regulatory Affairs has invited Livingston County to enter into a grant agreement to financially assist Livingston County in the education, communication and enforcement of the Michigan Medical Marihuana Act for FY 2018.

For participation in the Michigan Medical Marihuana Operation and Oversight Grant, Livingston County will be reimbursed up to \$47,229.00 of the County's authorized expenditures incurred, with no matching funds required during the grant period of January 1, 2018 to September 30, 2018.

Included in this grant is the purchase of a new vehicle, which is fully funded by the grant. In addition to the other equipment identified in the grant, we are seeking authorization to purchase the vehicle and increase the number of Sheriff's Office's authorized fleet vehicles by one.

We are requesting the Livingston County Board of Commissioners authorizes the Livingston County Office of the Sheriff to enter into this agreement for financial assistance with the State of Michigan, Department of Licensing and Regulatory Affairs for the term of January 1, 2018 to September 30, 2018.

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

GRANT NO. 2018 MMOOG LIVINGSTON

GRANT BETWEEN
THE STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
AND
LIVINGSTON COUNTY SHERIFF'S OFFICE

GRANTEE/ADDRESS:

Eric J. Sanborn
Livingston County Sheriff's Office
150 S. Highlander Way
Howell, MI 48843
(517) 546-2440
esanborn@livgov.com

GRANT ADMINISTRATOR/ADDRESS:

Jennifer Piggott
Bureau of Medical Marihuana Regulation
Department of Licensing and Regulatory Affairs
611 W. Ottawa Street
P.O. Box 30205
Lansing, Michigan 48909
Office number: 517-284-8596
Email: PiggottJ3@michigan.gov

GRANT PERIOD:

From January 1, 2018 to September 15, 2018

TOTAL AUTHORIZED BUDGET: \$47,229

Federal Contribution: \$
State Contribution: \$47,229
Local Contribution: \$
Other Contributions: \$

ACCOUNTING DETAIL:

Accounting Template No.: 6411113T010

GRANT

This is Grant #2018 MMOOG LIVINGSTON between the Department of Licensing and Regulatory Affairs (Grantor), and the Livingston County Sheriff's Office (Grantee), subject to terms and conditions of this grant agreement (Agreement).

1.0 Statement of Purpose

The Michigan Medical Marihuana Operation and Oversight Grant to County Law Enforcement Offices is provided for in the Michigan Medical Marihuana Act, MCL 333.26421 et seq. The purpose of the Grant is to provide funding to law enforcement agencies within each county to be used for education, communication and enforcement of the Michigan Medical Marihuana Act.

1.1 Statement of Work

The Grantee agrees to undertake, perform, and complete the services that are more specifically described in the Grantee's Proposal, Attachment A.

1.2 Detailed Budget

- A. This Agreement does not commit the State of Michigan (State) or the Department of Licensing and Regulatory Affairs (LARA) to approve requests for additional funds at any time.
- B. Attachment B is the Budget. The Grantee agrees that all funds shown in the Budget are to be spent as detailed in the Budget.
- C. If applicable, travel expenses will not be reimbursed at rates greater than the State Travel Rates, Attachment C, without the prior written consent of the Grant Administrator.

Changes in the Budget will be allowed only upon prior review and written approval by the Grant Administrator.

1.3 Payment Schedule

The maximum amount of grant assistance offered is \$47,229. Progress payments up to a total of 85% of the Total Authorized Budget may be made upon submission of a Grantee request indicating grant funds received to date, project expenditures to date (supported with computer printouts of accounts, general ledger sheets, balance sheets, etc.), and objectives completed to date. Backup documentation such as computer printouts of accounts, ledger sheets, check copies, etc. shall be maintained for audit purposes in order to comply with this Agreement. The payment of the final 15% of the grant amount shall be made after completion of the project and after the Grant Administrator has received and approved a final report, if applicable. The final

payment is also contingent upon the submission of a final invoice that includes expenditures of grant funds reported by line item and compared to the approved Budget.

Public Act 279 of 1984 states that the state shall take all steps necessary to assure that payment for goods or services, is mailed within 45 days after receipt of the goods or services, a complete invoice for goods or services, or a complete contract for goods or services, whichever is later.

1.4 Monitoring and Reporting Program Performance

- A. Monitoring. The Grantee shall monitor performance to assure that time schedules are being met and projected work by time period is being accomplished.
- B. Reports. The Grantee shall submit to the Grant Administrator 3 performance reports that briefly present the following information:
 - 1. Percent of completion of the project objectives. This should include a brief outline of the work accomplished during the reporting period and the work to be completed during the subsequent reporting period.
 - 2. A breakdown of the expenses that occurred within the reporting period along with supporting documentation that the expenses to be reimbursed were incurred by the county department.
 - 3. Brief description of problems or delays, real or anticipated, which should be brought to the attention of the Grant Administrator.
 - 4. Statement concerning any significant deviation from previously agreed-upon Statement of Work.
 - 5. The reports are due on **April 1, 2018, July 1, 2018 and September 15, 2018**. Further, the Department of Licensing and Regulatory Affairs has provided a Financial Status Report form that is to be completed with each report submission.
- C. A Final Report is required. The Grantee will do the following:
 - 1. The Grantee shall submit 1 final electronic copy of the report to the Grant Administrator by **September 15, 2018**.
 - 2. The final report will include the following information:
 - a. A summary of the project implementation plan and any deviations from the original project as proposed.

- b. Accomplishments and problems experienced while carrying out the project activities.
 - c. Coordinated efforts with other organizations to complete the project.
 - d. Impacts, anticipated and unanticipated, experienced as a result of the project implementation.
 - e. Financial expenditures of grant money and other contributions to the project, in-kind and/or direct funding.
 - f. Any experience in applying the project products and anticipated "next steps".
 - g. Actual Budget expenditures compared to the Budget in this Agreement. Include the basis or reason for any discrepancies.
3. The final report may be combined with the September 15, 2018 report provided that it includes all of the data requested in Sections 1.4(B) and 1.4 (C).

PART II - GENERAL PROVISIONS

2.1 Project Changes

Grantee must obtain prior written approval for project changes from the Grant Administrator. **See Section 1.2, Detailed Budget.**

2.2 Delegation

Grantee may not delegate any of its obligations under the Grant without the prior written approval of the State. Grantee must notify the State at least 90 calendar days before the proposed delegation, and provide the State any information it requests to determine whether the delegation is in its best interest. If approved, Grantee must: (a) be the sole point of contact regarding all contractual project matters, including payment and charges for all Grant Activities; (b) make all payments to the subgrantee; and (c) incorporate the terms and conditions contained in this Grant in any subgrant with a subgrantee. Grantee remains responsible for the completion of the Grant Activities, compliance with the terms of this Grant, and the acts and omissions of the subgrantee. The State, in its sole discretion, may require the replacement of any subgrantee.

2.3 Project Income

To the extent that it can be determined that interest was earned on advances of funds, such interest shall be remitted to the Grantor. All other program income shall either be added to the project budget and used to further eligible program objectives or deducted from the total

program budget for the purpose of determining the amount of reimbursable costs. The final determination shall be made by the Grant Administrator.

2.4 Share-in-savings

The Grantor expects to share in any cost savings realized by the Grantee. Therefore, final Grantee reimbursement will be based on actual expenditures. Exceptions to this requirement must be approved in writing by the Grant Administrator.

2.5 Order of Spending

Unless otherwise required, Grantee shall expend funds in the following order: (1) private or local funds, (2) federal funds, and (3) state funds. Grantee is responsible for securing any required matching funds from sources other than the State.

2.6 Purchase of Equipment

The purchase of equipment not specifically listed in the Budget, Attachment B, must have prior written approval of the Grant Administrator. Equipment is defined as non-expendable personal property having a useful life of more than one year. Such equipment shall be retained by the Grantee unless otherwise specified at the time of approval.

2.7 Accounting

The Grantee shall adhere to the Generally Accepted Accounting Principles and shall maintain records which will allow, at a minimum, for the comparison of actual outlays with budgeted amounts. The Grantee's overall financial management system must ensure effective control over and accountability for all funds received. Accounting records must be supported by source documentation including, but not limited to, balance sheets, general ledgers, time sheets and invoices. The expenditure of state funds shall be reported by line item and compared to the Budget.

2.8 Records Maintenance, Inspection, Examination, and Audit

The State or its designee may audit Grantee to verify compliance with this Grant. Grantee must retain, and provide to the State or its designee upon request, all financial and accounting records related to the Grant through the term of the Grant and for 7 years after the latter of termination, expiration, or final payment under this Grant or any extension ("Audit Period"). If an audit, litigation, or other action involving the records is initiated before the end of the Audit Period, Grantee must retain the records until all issues are resolved.

Within 10 calendar days of providing notice, the State and its authorized representatives or designees have the right to enter and inspect Grantee's premises or any other places where Grant Activities are being performed, and examine, copy, and audit all records related to this Grant. Grantee must cooperate and provide reasonable assistance. If any financial errors are revealed, the amount in error must be reflected as a credit or debit on subsequent invoices until the amount

is paid or refunded. Any remaining balance at the end of the Grant must be paid or refunded within 45 calendar days.

This Section applies to Grantee, any parent, affiliate, or subsidiary organization of Grantee, and any subgrantee that performs Grant Activities in connection with this Grant.

If the Grantee is a governmental or non-profit organization and expends the minimum level specified in OMB Uniform Guidance (\$750,000 as of December 26, 2013) or more in total federal funds in its fiscal year, then Grantee is required to submit an Audit Report to the Federal Audit Clearinghouse (FAC) as required in 200.36.

2.9 Competitive Bidding

The Grantee agrees that all procurement transactions involving the use of state funds shall be conducted in a manner that provides maximum open and free competition. When competitive selection is not feasible or practical, the Grantee agrees to obtain the written approval of the Grant Administrator before making a sole source selection. Sole source contracts should be negotiated to the extent that such negotiation is possible.

3.0 Liability

The State is not liable for any costs incurred by the Grantee before the start date or after the end date of this Agreement. Liability of the State is limited to the terms and conditions of this Agreement and the grant amount.

3.1 Intellectual Property

Unless otherwise required by law, all intellectual property developed using funds from this Agreement, including copyright, patent, trademark and trade secret, shall belong to the Grantee.

3.2 Safety

The Grantee, and all subgrantees are responsible for insuring that all precautions are exercised at all times for the protection of persons and property. Safety provisions of all Applicable Laws and building and construction codes shall be observed. The Grantee, and every subgrantee are responsible for compliance with all federal, state and local laws and regulations in any manner affecting the work or performance of this Agreement and shall at all times carefully observe and comply with all rules, ordinances, and regulations. The Grantee, and all subgrantees shall secure all necessary certificates and permits from municipal or other public authorities as may be required in connection with the performance of this Agreement.

3.3 General Indemnification

Inasmuch as each party to this grant is a governmental entity of the State of Michigan, each party to this grant must seek its own legal representation and bear its own costs; including

judgments, in any litigation which may arise from the performance of this grant. It is specifically understood and agreed that neither party will indemnify the other party in such litigation.

3.4 Termination

A. Termination for Cause

The State may terminate this Grant for cause, in whole or in part, if Grantee, as determined by the State: (a) endangers the value, integrity, or security of any location, data, or personnel; (b) becomes insolvent, petitions for bankruptcy court proceedings, or has an involuntary bankruptcy proceeding filed against it by any creditor; (c) engages in any conduct that may expose the State to liability; (d) breaches any of its material duties or obligations; or (e) fails to cure a breach within the time stated in a notice of breach. Any reference to specific breaches being material breaches within this Grant will not be construed to mean that other breaches are not material.

If the State terminates this Grant under this Section, the State will issue a termination notice specifying whether Grantee must: (a) cease performance immediately, or (b) continue to perform for a specified period. If it is later determined that Grantee was not in breach of the Grant, the termination will be deemed to have been a Termination for Convenience, effective as of the same date, and the rights and obligations of the parties will be limited to those provided in Subsection B, Termination for Convenience.

The State will only pay for amounts due to Grantee for Grant Activities accepted by the State on or before the date of termination, subject to the State's right to set off any amounts owed by the Grantee for the State's reasonable costs in terminating this Grant. The Grantee must pay all reasonable costs incurred by the State in terminating this Grant for cause, including administrative costs, attorneys' fees, court costs, transition costs, and any costs the State incurs to procure the Grant Activities from other sources.

B. Termination for Convenience

The State may immediately terminate this Grant in whole or in part without penalty and for any reason, including but not limited to, appropriation or budget shortfalls. If the State terminates this Grant for convenience, the State will pay all reasonable costs, as determined by the State, for State approved Grant Responsibilities.

3.5 Conflicts and Ethics

Grantee will uphold high ethical standards and is prohibited from: (a) holding or acquiring an interest that would conflict with this Grant; (b) doing anything that creates an appearance of impropriety with respect to the award or performance of the Grant; (c) attempting

to influence or appearing to influence any State employee by the direct or indirect offer of anything of value; or (d) paying or agreeing to pay any person, other than employees and consultants working for Grantee, any consideration contingent upon the award of the Grant. Grantee must immediately notify the State of any violation or potential violation of these standards. This Section applies to Grantee, any parent, affiliate, or subsidiary organization of Grantee, and any subgrantee that performs Grant Activities in connection with this Grant.

3.6 Non-Discrimination

Under the Elliott-Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101, et seq., and the Persons with Disabilities Civil Rights Act, 1976 PA 220, MCL 37.1101, et seq., Grantee and its subgrantees agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status, or mental or physical disability. Breach of this covenant is a material breach of this Grant.

3.7 Unfair Labor Practices

Under MCL 423.324, the State may void any Grant with a Grantee or subgrantee who appears on the Unfair Labor Practice register compiled under MCL 423.322.

3.8 Force Majeure

Neither party will be in breach of this Grant because of any failure arising from any disaster or acts of god that are beyond their control and without their fault or negligence. Each party will use commercially reasonable efforts to resume performance. Grantee will not be relieved of a breach or delay caused by its subgrantees. If immediate performance is necessary to ensure public health and safety, the State may immediately Grant with a third party.

3.9 Media Releases

News releases (including promotional literature and commercial advertisements) pertaining to the Grant or project to which it relates must not be made without prior written State approval, and then only in accordance with the explicit written instructions of the State.

4.0 Website Incorporation

The State is not bound by any content on Grantee's website unless expressly incorporated directly into this Grant.

4.1 Certification Regarding Debarment

The Grantee certifies, by signature to this Agreement, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this Agreement by any federal or State department or agency. If

the Grantee is unable to certify to any portion of this statement, the Grantee shall attach an explanation to this Agreement.

4.2 Illegal Influence

The Grantee certifies, to the best of his or her knowledge and belief that:

- A. No federal appropriated funds have been paid nor will be paid, by or on behalf of the Grantee, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan or cooperative agreement.
- B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this grant, the Grantee shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- C. The Grantee shall require that the language of this certification be included in the award documents for all grants or subcontracts and that all subrecipients shall certify and disclose accordingly.

The State has relied upon this certification as a material representation. Submission of this certification is a prerequisite for entering into this Agreement imposed by 31 USC § 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Grantee certifies, to the best of his or her knowledge and belief that no state funds have been paid nor will be paid, by or on behalf of the Grantee, to any person for influencing or attempting to influence an officer or employee of any State agency, a member of the Legislature, or an employee of a member of the Legislature in connection with the awarding of any state contract, the making of any state grant, the making of any state loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any state contract, grant, loan or cooperative agreement.

4.3 Governing Law

This Grant is governed, construed, and enforced in accordance with Michigan law, excluding choice-of-law principles, and all claims relating to or arising out of this Grant are governed by Michigan law, excluding choice-of-law principles. Any dispute arising from this

Grant must be resolved in Michigan Court of Claims. Grantee consents to venue in Ingham County, and waives any objections, such as lack of personal jurisdiction or forum non conveniens. Grantee must appoint agents in Michigan to receive service of process.

4.4 Compliance with Laws

Grantee must comply with all federal, state and local laws, rules and regulations.

4.5 Disclosure of Litigation, or Other Proceeding

Grantee must notify the State within 14 calendar days of receiving notice of any litigation, investigation, arbitration, or other proceeding (collectively, "Proceeding") involving Grantee, a subgrantee, or an officer or director of Grantee or subgrantee, that arises during the term of the Grant, including: (a) a criminal Proceeding; (b) a parole or probation Proceeding; (c) a Proceeding under the Sarbanes-Oxley Act; (d) a civil Proceeding involving: (1) a claim that might reasonably be expected to adversely affect Grantee's viability or financial stability; or (2) a governmental or public entity's claim or written allegation of fraud; or (e) a Proceeding involving any license that Grantee is required to possess in order to perform under this Grant.

4.6 Assignment

Grantee may not assign this Grant to any other party without the prior approval of the State. Upon notice to Grantee, the State, in its sole discretion, may assign in whole or in part, its rights or responsibilities under this Grant to any other party. If the State determines that a novation of the Grant to a third party is necessary, Grantee will agree to the novation, provide all necessary documentation and signatures, and continue to perform, with the third party, its obligations under the Grant.

4.7 Entire Grant and Modification

This Grant is the entire agreement and replaces all previous agreements between the parties for the Grant Activities. This Grant may not be amended except by signed agreement between the parties.

4.8 Grantee Relationship

Grantee assumes all rights, obligations and liabilities set forth in this Grant. Grantee, its employees, and agents will not be considered employees of the State. No partnership or joint venture relationship is created by virtue of this Grant. Grantee, and not the State, is responsible for the payment of wages, benefits and taxes of Grantee's employees and any subgrantees. Prior performance does not modify Grantee's status as an independent Grantee.

4.9 Dispute Resolution

The parties will endeavor to resolve any Grant dispute in accordance with this provision. The dispute will be referred to the parties' respective Grant Administrators or Program

Managers. Such referral must include a description of the issues and all supporting documentation. The parties must submit the dispute to a senior executive if unable to resolve the dispute within 15 business days. The parties will continue performing while a dispute is being resolved, unless the dispute precludes performance. A dispute involving payment does not preclude performance.

Litigation to resolve the dispute will not be instituted until after the dispute has been elevated to the parties' senior executive and either concludes that resolution is unlikely, or fails to respond within 15 business days. The parties are not prohibited from instituting formal proceedings: (a) to avoid the expiration of statute of limitations period; (b) to preserve a superior position with respect to creditors; or (c) where a party makes a determination that a temporary restraining order or other injunctive relief is the only adequate remedy. This Section does not limit the State's right to terminate the Grant.

5.0 Severability

If any part of this Grant is held invalid or unenforceable, by any court of competent jurisdiction, that part will be deemed deleted from this Grant and the severed part will be replaced by agreed upon language that achieves the same or similar objectives. The remaining Grant will continue in full force and effect.


5.1 Waiver

Failure to enforce any provision of this Grant will not constitute a waiver.

SIGNATURES APPEAR ON THE FOLLOWING PAGE

5.2 Signatories

The signatories warrant that they are empowered to enter into this Agreement and agree to be bound by it.



LeAnn Droste, Director
Bureau of Finance and Administrative Services
Department of Licensing and Regulatory Affairs
State of Michigan

3-1-18

Date

Eric J. Sanborn
Field Services Lieutenant
Livingston County Sheriff's Office

Date

GRANT NO. 2018 MMOOG LIVINGSTON

Michael J. Murphy
Sheriff

ATTACHMENT A

Jeffrey A. Warder
Undersheriff

LIVINGSTON COUNTY

OFFICE OF THE SHERIFF

150 S. HIGHLANDER WAY • HOWELL, MICHIGAN 48843
TELEPHONE (517) 546-2440 • FAX (517) 552-2542

December 14, 2018

Department of Licensing and Regulatory Affairs
P.O. Box 30004
Lansing, MI 48909

Dear Sir or Madam:

The Livingston County Sheriff's Office is formally applying for the Medical Marihuana Operation and oversight grant administered through the Michigan Department of Licensing and Regulatory Affairs.

The Livingston County Sheriff's Office will conduct educational sessions and compliance operations with the assistance of these grant funds. The Livingston County Sheriff's Office intends to raise public awareness and raise the legal compliance to the Medical Marihuana Act.

Below is detailed how the funds are intended to be used and what we intend on accomplishing with the assistance of the funds. We requested funds for personnel enforcement, equipment to assist in those efforts and educational materials. Also attached is a detailed budget to account for how the Livingston County Sheriff's Office intends to expend those funds, including the specific equipment, personnel costs and educational material.

With the equipment the Livingston County Sheriff's Office will be purchasing, we will be the main agency to handle the enforcement and education aspects for Livingston County. We participate with a multi-jurisdictional task force and will be coordinating our efforts through our representative on the concept team.

The Livingston county Sheriff's Office intends to hold community forums for education through the county to encompass other jurisdictions, including presentations and printed materials. With coming changes to the MMA, educational awareness will be key. We have intentions of bringing in a national speaker.

The impact it will have on communities is an increased awareness of the law, the impact on society and increased compliance to the Medical Marihuana Act. The impact will span all age groups from school aged children to the elderly population.

The Livingston County Sheriff's Office hopes to accomplish an increased awareness and a closer adherence to the law as written. We intend on reducing the amount of people who are out of compliance, therefore, affecting the overall health, well-being and safety of our community.

The equipment, educational materials and personnel enforcement cost will all be supplemental to our ongoing efforts to insure compliance and adherence to the Medical Marihuana Act. If necessary, we will use our general fund dollars to supplement and conduct the operations, educational programs and enforcement efforts. These will not stop if all of the grant funding is denied.

Michael J. Murphy
Sheriff

Jeffrey A. Warder
Undersheriff

LIVINGSTON COUNTY

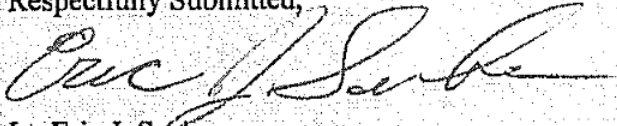
OFFICE OF THE SHERIFF

150 S. HIGHLANDER WAY • HOWELL, MICHIGAN 48843
TELEPHONE (517) 546-2440 • FAX (517) 552-2542

The Livingston County Sheriff's Office anticipates a proactive and aggressive enforcement strategy and community educational component that will raise awareness and compliance to the law. Through the assistance of the grant funding we will be able to be more active in the education and enforcement realms. We anticipate increase community support for our effort to insure compliance.

Attached to this document you will find the Livingston County Sheriff's Office's detailed budget as to how our grant funds are to be expended. While the amount in total exceeds our County's allotment, this is only to insure that we will be able to purchase the items we will need to conduct our operations and programs as specific needs arise. We understand that we are bound to the maximum allotment and are restricted to the items on the submitted list.

Respectfully Submitted,



Lt. Eric J. Sanborn
Livingston County Sheriff's Office
Field Services Lieutenant

Livingston County LARA Grant Detailed Budget

Item	Quantity	Budgeted	Medical marihuana Nexus
Pickup Truck	1	\$30,000.00	Needed to securely haul trailer housing evidence and equipment. Also used to move and set up for educational programming (Tables, displays ect)
Portable Fingerprint Scanners	2	\$6,200.00	Necessary to identify those on scene as card holders/caregivers. Current LARA issued cards do not provide photo identification. Subjects commonly try to conceal their identity by failing to display state identification.
Hand held Thermal Imagers	2	\$1,250.00	With search warrants able to confirm heat signatures on suspected illegal grow sites. With search warrants able to detect heat signatures on vehicles. During surveillance / checks able to detect subjects outside of buildings. Able to quickly confirm presence of multiple illegal grow sights during operations. Able to locate possible suspects that have fled location.
Educational Literature		\$3,000.00	Educational Program, literature and speaker for community
Overtime		\$3,000.00	Overtime dedicated to conduct educational programing and services
Hailer/mobile communicator	1	\$2,500.00	Needed to increase effective communication with individuals during operations
Tablet Computer	2	\$4,000.00	For mobile ID, photos, report writing, logging of evidence. Documentation and fill out forms. Used for educational programing
Laptop Computer	1	\$4,000.00	For mobile ID, photos, report writing, logging of evidence Documentation and fill out forms. Used for educational programing
GPS Cameras	2	\$2,000.00	Need to document items during operations
Mobile printing/Scanning	2	\$2,500.00	Needed for printing out property receipts and returns Needed to scan in documents during operations
Protective Vests	2	\$2,200.00	Needed for Safety of Deputies conducting services
Total			

**DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET,
VEHICLE AND TRAVEL SERVICES (VTS)
SCHEDULE OF TRAVEL RATES FOR CLASSIFIED AND UNCLASSIFIED EMPLOYEES
Effective January 1, 2018**

MICHIGAN SELECT CITIES *

	Individual	Group Meeting pre-arranged and approved
Lodging**	\$75.00	\$75.00
Breakfast	\$10.25	\$13.25
Lunch	\$10.25	\$13.25
Dinner	\$24.25	\$27.25

MICHIGAN IN-STATE ALL OTHER

	Individual	Group Meeting pre-arranged and approved
Lodging**	\$75.00	\$75.00
Breakfast	\$ 8.50	\$11.50
Lunch	\$ 8.50	\$11.50
Dinner	\$19.00	\$22.00

Per Diem	\$81.50
Lodging	\$45.50
Breakfast	\$ 8.50
Lunch	\$ 8.50
Dinner	\$19.00

OUT-OF-STATE SELECT CITIES *

	Individual	Group Meeting pre-arranged and approved
Lodging**	Contact Conlin Travel	Contact Conlin Travel
Breakfast	\$13.00	\$16.00
Lunch	\$13.00	\$16.00
Dinner	\$25.25	\$28.25

OUT-OF-STATE ALL OTHER

	Individual	Group Meeting pre-arranged and approved
Lodging**	Contact Conlin Travel	Contact Conlin Travel
Breakfast	\$10.25	\$13.25
Lunch	\$10.25	\$13.25
Dinner	\$23.50	\$26.50

Per Diem	\$89.50
Lodging	\$45.50
Breakfast	\$10.25
Lunch	\$10.25
Dinner	\$23.50

Incidental Costs (per overnight stay) \$5.00

Mileage Rates

Premium Rate	\$0.545 per mile
Standard Rate	\$0.340 per mile

*See Select High Cost City Listing

**Lodging available at State Rate, or call Conlin Travel at 877-654-2179 or www.somtravel.com

SELECT HIGH COST CITY LIST
TRAVEL RATE REIMBURSEMENT FOR CLASSIFIED and UNCLASSIFIED
EMPLOYEES EFFECTIVE October 1, 2017

Michigan Select Cities/Counties

Cities	Counties
Ann Arbor, Auburn Hills, Detroit, Grand Rapids Holland, Mackinac Island, Petoskey Pontiac, South Haven, Traverse City, Leland	All of Wayne and Oakland

Out of State Select Cities/Counties

State	City/County	Counties
Arizona	Phoenix, Scottsdale, Sedona	Massachusetts Boston (Suffolk), Burlington, Cambridge, Woburn, Martha's Vineyard
California	Los Angeles (Los Angeles, Orange & Ventura Counties, Edwards AFB), Eureka, Arcata, McKinleyville, Mammoth Lakes, Mill Valley/San Rafael/Novato Monterey, Palm Springs, San Diego, San Francisco, Santa Monica, South Lake Tahoe, Truckee, Yosemite National Park	Minnesota Minneapolis/St. Paul (Hennepin and Ramsey Counties)
Colorado	Aspen, Steamboat Springs, Telluride, Vail	Nevada Las Vegas
Connecticut	Bridgeport/Danbury	New Mexico Santa Fe
District of Columbia	Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland)	New York Lake Placid, Manhattan (the borough of Manhattan, Brooklyn, Bronx, Queens and Staten Island, Riverhead, Ronkonkoma, Melville
Florida	Boca Raton, Delray Beach, Jupiter, Fort Lauderdale, Key West	Pennsylvania Bucks County, Pittsburgh
Idaho	Sun Valley/Ketchum	Rhode Island Bristol, Jamestown, Middletown/Newport (Newport County) Providence
Illinois	Chicago (Cook and Lake counties)	Texas Austin, Dallas, Houston (L.B. Johnson Space Center)
Louisiana	New Orleans	Utah Park City (Summit County)
Maine	Bar Harbor	Vermont Manchester, Montpelier, Stowe (Lamoille County)
Maryland	Montgomery & Prince George County Baltimore City, Ocean City	Virginia Alexandria, Falls Church, Fairfax
		Washington Port Angeles, Port Townsend, Seattle

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution to Amend Resolution 2013-03-079 Adopting the Planning Commission Ordinance

WHEREAS, this ordinance was last amended and adopted March 4, 2013 by resolution #2013-03-079; and

WHEREAS, it has been recommended by the Livingston County Planning Department and Livingston County Planning Commission that an updated ordinance regarding the creation of a Planning Commission for Livingston County, Michigan, be adopted by the Livingston County Board of Commissioners; and

WHEREAS, the proposed ordinance will include an amended Section IV., that correctly states that all members of the County Planning Commission shall be entitled to compensation for services in such amount fixed by the Livingston County Board of Commissioners, and additionally may be reimbursed for actual, reasonable, and necessary expenses incurred in the performance of activities authorized by the Livingston County Board of Commissioners; and

WHEREAS, this Resolution has been recommended for approval by the Livingston County Planning Commission.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves and adopts the Planning Commission Ordinance for Livingston County, Michigan attached hereto.

BE IT FURTHER RESOLVED that the Livingston County Clerk is directed to cause the Ordinance to be published in a newspaper of general circulation.

BE IT FURTHER RESOLVED that the Ordinance shall take effect when notice of its adoption is published in a newspaper of general circulation.

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MOVED:

SECONDED:

CARRIED:



Memorandum

To: Livingston County Board of Commissioners
From: Kathleen Kline-Hudson, Planning Department Director
Date: 3/22/18
**Re: An Amended Ordinance for the Creation of a Planning
Commission for Livingston County**

The Livingston County Planning Commission was established by a 1955 ordinance. This ordinance was recently amended and adopted March 4, 2013 (Resolution #2013-03-079), to include all revisions required by the Michigan Planning Enabling Act, Public Act 33 of 2008, as amended.

It has recently come to my attention that Section IV. of this ordinance contained an error. Language stated that "All members of the County Planning Commission shall serve as such without compensation; provided that they may be reimbursed for actual, reasonable, and necessary expenses incurred in the discharge of their duties."

A legal review was requested of the firm of Cohl, Stoker and Toskey, P.C. and the following amendments are suggested:

- Section IV. As authorized by MCL 125.3823 (1), all members of the County Planning Commission shall be entitled to compensation for services in such amount fixed by the Livingston County Board of Commissioners. Members of the County Planning Commission may, in addition, be reimbursed for actual, reasonable, and necessary expenses incurred in the performance of activities authorized by the Livingston County Board of Commissioners.
- Repeal of the 2013 ordinance.

Based on their review, a final draft was completed. Attached you will find a copy of the revised ordinance.

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

AN ORDINANCE FOR THE CREATION OF A PLANNING COMMISSION FOR LIVINGSTON COUNTY, MICHIGAN

An Ordinance to create a County Planning Commission for the County of Livingston, to provide for the appointment of such Commission consisting of seven (7) members; to make a plan for the development of the county and to serve as a coordinating agency for all planning committees and commissions within the county:

The County of Livingston Ordains:

Section I.

There is hereby created the Livingston County Planning Commission in accordance with the provisions of Michigan Planning Enabling Act, Public Act 33 of 2008 as amended, being MCL 125.3801 *et seq.*, which Commission shall consist of seven (7) members who are qualified electors in the County and shall individually be representative of the important segments of the economic, governmental, social life and development of Livingston County including agriculture, recreation, education, residential areas, government, transportation, industry, and commerce. The Planning Commission shall consist of one (1) member representing agricultural interests; one (1) member representing recreational interests; one (1) member representing industrial interests; one (1) member representing residential areas; one (1) member representing transportation interests; one (1) member representing commercial interests, and one (1) member representing education (as required by MCL 125.3815), provided no more than 1/3 of the membership of said Commission shall hold another office or position in the county government.

Section II.

The term of office of each member of the Commission shall be three (3) years; provided that the appointment of the first Commission may consist of terms of less than three (3) years in order to provide for the establishment of over lapping terms of office. The Chair, Vice-Chair, and Secretary for the Planning Commission shall be elected annually from its membership.

Section III.

The members of the County Planning Commission shall be appointed by Livingston County Board of Commissioners and said Board shall provide for the filling of any vacancies for the unexpired terms and may remove any member for misfeasance, malfeasance or nonfeasance upon written charges and after a public hearing.

Section IV.

As Authorized by MCL 125.3823 (1) all members of the County Planning Commission shall be entitled to compensation for services in such amount fixed by the Livingston County Board of Commissioners. Members of the County Planning Commission may, in addition, be reimbursed for actual, reasonable, and necessary expenses incurred in the performance of activities authorized by the Livingston County Board of Commissioners. The County Planning Commission shall hold not less than four (4) regular meetings each year and by resolution shall determine place and time of meetings. All meetings of the Planning Commission shall be held in compliance with the Open Meetings Act, MCL 15.261 *et. seq.* The Planning Commission shall adopt bylaws for the transaction of business and keep a public record of its resolutions,

transactions, findings, and determinations, subject to compliance with the Freedom of Information Act, MCL 15.231 *et. seq.*

Section V.

It shall be the function of the County Planning Commission to make a plan for the development of the county as a whole. A master plan shall address land use and infrastructure issues and may project twenty (20) years or more into the future. A master plan shall include maps, plats, charts, and any other descriptive or explanatory matter that shall guide the Planning Commission's recommendations for physical development of the planning jurisdiction. It shall be the duty of the County Planning Commission to: (1) make studies, investigations, and surveys relative to the economic, social, and physical development of the county; (2) formulate plans and make recommendations for the most effective economic, social, and physical development of the county; (3) cooperate with all departments of the state and federal governments and other public agencies concerned with programs directed towards the economic, social, and physical development of the county, and seek the maximum coordination of the county programs of these agencies; (4) consult with representatives of adjacent counties in respect to their planning so that conflicts in overall county plans may be avoided. The County Planning Commission shall serve as a coordinating agency for all planning committees and commissions within the county.

Section VI.

It shall be the duty of the County Planning Commission to adopt a plan for the development of the county. The County plan with accompanying maps, plats, charts, and descriptive and explanatory matter shall show the Commission's recommendations for the development of the county. The County Planning Commission may adopt the plan as a whole by a single resolution, or may by successive resolutions adopt successive parts of the plan, said parts corresponding to major geographical sections of the county or to functional division of the subject matter of the plan, and may adopt any amendment or extension thereof, or addition thereto. The adoption of the plan, or any such part, amendment, extension, or addition, shall by resolution be carried by the affirmative votes of not less than a majority of the full membership of the Commission after duly advertised public hearing. The resolution shall refer expressly to the maps, plats, charts, and descriptive and explanatory matter intended by the Commission to form the whole or part of the plan, and the action taken shall be recorded on the maps, plats, charts, and descriptive and explanatory matter by the identifying signature of the Chairman of the Commission. Following adoption of the county plan or any part thereof and the certification by the Commission to the County Board of Commissioners of a copy of the county plan, no work shall be initiated on any project involving the expenditure of funds by a county board, department or agency for the acquisition of land, the erection of structures, the extension, construction or improvement of any physical facility by any county board, department, or agency unless a full description of the project, its proposed location and extent thereof shall have been submitted to the County Planning Commission and the report and advice of the Commission thereon shall have been received by the County Board of Commissioners and by the county board, department or agency submitting the proposal. The requirement for Planning Commission's review shall be deemed to be waived if within thirty (30) days after the proposal has been filed with the commission, the commission fails to furnish in writing, its report and advice upon the proposal. Copies of said report and advice shall be furnished to the county board, department, or agency sponsoring the proposal.

Any plan describing the recommended development of an incorporated area shall not be recognized as an official plan or part of the official plan for that area unless adopted by the municipality in the manner prescribed for the adoption of such plans by municipalities under the provisions of the state statutes or the local charter. At least every five (5) years after adoption of a master plan, the Planning Commission shall review the master plan and determine whether to commence the procedure to amend the master plan or adopt a new master plan. The review and its findings shall be recorded in the minutes of the relevant meeting or meetings of the Planning Commission.

Section VII.

The Commission shall have the power to promote public interest in an understanding of the plan and to that end may publish and distribute copies of the county plan or of any report thereon and may employ such other means of publicity and education as it may determine advisable. Members of the Commission, when duly authorized by the Commission, may attend conferences and meetings dealing with planning issues and techniques, and any hearings on pending planning legislation and the Commission, may, by resolution, pay the reasonable traveling expenses incidental to such attendance. The County Planning Commission, as part of its duties, shall consult and advise with public officials and public agencies, other planning commissions or committees, private organizations and agencies, and citizens of the county, to develop adequate support and understanding of the objectives of the county plan. In general the Commission shall have such powers as may be necessary to fulfill its functions and carry out the purposes of Public Act 33 of 2008, as amended.

Section VIII.

To further desirable future development of the county, the County Planning Commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements, unless the Commission is exempted from this requirement by the County Board of Commissioners.

The capital improvements program shall show those public structures and improvements, in the general order of their priority, which in the Commission's judgment will be needed or desirable and can be undertaken within the ensuing six (6) year period. The capital improvements program shall be based upon the requirements of the local unit of government for all types of public structures and improvements. Consequently, each agency or department of the local unit of government with authority for public structures or improvements shall upon request furnish the Planning Commission with lists, plans, and estimates of time and cost of those public structures and improvements.

Section IX

The County Planning Commission may appoint advisory committees or councils which may be composed of individuals qualified by experience, training, or interests to assist in the consideration and solution of county issues and representative of the governmental subdivisions within the county, such as townships or incorporated places and other functional groups or agencies.

All official actions taken by all Livingston County Planning Commissions preceding the Planning Commission created by this Ordinance are hereby approved, ratified and reconfirmed. Any project, review, or process taking place at the effective date of this Ordinance shall continue

with the Planning Commission created by this Ordinance, subject to the requirements of this Ordinance, and shall be deemed a continuation of any previous Livingston County Planning Commission. This Ordinance shall be in full force and effect from and after its adoption and publication. The Livingston County Planning Commission Ordinance of June 27, 1955 is hereby repealed.

Passed by the Board of Commissioners of Livingston County, Michigan, this 10th day of April, 2018.

Donald S. Parker - Chair

Elizabeth Hundley - Livingston County Clerk

Yeas:

Nays:

Absent:

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution to Submit Estimated 2019 Budget to the Tax Allocation Board - Administration

WHEREAS, the Tax Allocation Board meets yearly to review the proposed budgets of each respective township, school district and the County; and

WHEREAS, in compliance with statutory requirement, the Tax Allocation Board will meet on Monday, April 16, 2018.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the submission of the attached Estimated 2019 General Fund Budget for Livingston County, by activity, to the Tax Allocation Board.

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MOVED:
SECONDED:
CARRIED:

REVENUES	Actual 2016	Actual Pre-Audit 2017	Budget 2018	Estimated 2019
<u>Public Safety / Judiciary:</u>				
<u>Court System</u>				
FINES AND FORFEITURE	339,230	311,717	319,000	325,473
CHARGES FOR SERVICE	2,891,568	2,690,659	2,915,910	2,791,114
INTEREST AND RENTS	4,210	12,730	13,080	8,470
OTHER REVENUE	217,114	247,736	233,025	232,425
STATE SOURCES	1,044,665	897,887	1,085,928	971,276
TRANSFERS IN	-	123,759	100,000	111,880
Subtotal: Court System	4,496,786	4,284,489	4,666,943	4,440,638
<i>Percent of Total General Fund</i>	<i>9.8%</i>	<i>9.3%</i>	<i>9.9%</i>	<i>9.3%</i>
<u>Sheriff Department</u>				
FINES AND FORFEITURE	297	1,839	-	712
CHARGES FOR SERVICE	416,548	465,450	366,600	416,199
INTEREST AND RENTS	1,617,438	1,649,377	1,611,608	1,650,000
OTHER REVENUE	613,538	701,913	537,930	617,794
FEDERAL SOURCES	18,412	13,400	16,800	16,204
STATE SOURCES	28,312	56,355	33,000	39,222
CONT FROM LOCAL UNIT	4,500	-	-	-
Subtotal: Sheriff Dept	2,699,046	2,888,334	2,565,938	2,740,131
<i>Percent of Total General Fund</i>	<i>5.9%</i>	<i>6.3%</i>	<i>5.4%</i>	<i>5.7%</i>
<u>Other Public Safety</u>				
TRANSFERS IN	26,996	34,019	34,019	38,000
Subtotal: Other Public Safety	26,996	34,019	34,019	38,000
<i>Percent of Total General Fund</i>	<i>0.1%</i>	<i>0.1%</i>	<i>0.1%</i>	<i>0.1%</i>
Total: Public Safety / Judiciary	7,222,829	7,206,842	7,266,900	7,218,769
<i>Percent of Total General Fund</i>	<i>15.8%</i>	<i>15.7%</i>	<i>15.4%</i>	<i>15.1%</i>
<u>Infrastructure/Development:</u>				
LICENSE & PERMITS	305,840	326,935	311,100	336,743
CHARGES FOR SERVICE	24,253	24,336	28,280	25,623
OTHER REVENUE	803,209	749,723	801,300	784,744
CONT FROM LOCAL UNIT	28,291	27,773	26,000	27,355
TRANSFERS IN	-	4,922	-	-
CAPITAL GRANTS/CONTRIBUTIONS	740	9,146	9,146	-
Total: Infrastructure/Dvlpmnt	1,162,333	1,142,834	1,175,826	1,174,464
<i>Percent of Total General Fund</i>	<i>2.5%</i>	<i>2.5%</i>	<i>2.5%</i>	<i>2.5%</i>
<u>Health & Human Services:</u>				
OTHER REVENUE	100	-	-	-
TRANSFERS IN	357,428	243,848	424,623	341,966
Total: Health & Human Svcs	357,528	243,848	424,623	341,966
<i>Percent of Total General Fund</i>	<i>0.8%</i>	<i>0.5%</i>	<i>0.9%</i>	<i>0.7%</i>
<u>General Government:</u>				
TAXES	28,094,901	28,127,208	29,474,617	29,966,736
FINES AND FORFEITURE	35,649	30,966	22,000	29,538
LICENSE & PERMITS	114,978	113,524	118,425	115,642
CHARGES FOR SERVICE	3,136,992	3,110,540	2,916,650	3,141,646
RENTAL INCOME	17,610	66,881	66,400	71,150
INTEREST AND RENTS	369,485	362,153	333,300	365,819
OTHER REVENUE	1,313,256	1,087,844	1,099,101	1,166,734
STATE SOURCES	3,946,907	4,433,879	4,081,333	4,081,333
TRANSFERS IN	63,615	68,905	131,248	27,382
Total: General Government	37,093,393	37,401,899	38,243,074	38,965,980
<i>Percent of Total General Fund</i>	<i>80.9%</i>	<i>81.3%</i>	<i>81.2%</i>	<i>81.7%</i>
TOTAL REVENUE	45,836,082	45,995,423	47,110,423	47,701,180

Expenditures	Actual 2016	Actual Pre-Audit 2017	Budget 2018	Estimated 2019
<u>Public Safety/Judiciary:</u>				
<u>Court System</u>				
PERSONNEL	6,268,701	6,566,476	7,271,916	7,511,167
SUPPLIES	195,728	197,990	261,092	218,270
CONTRACTUAL SERVICES	696,519	767,974	826,166	763,553
PROFESSIONAL SERVICE	736,299	706,901	788,000	743,733
FEES AND CHARGES	269,144	272,776	298,615	280,178
COMPUTER AND PHONE	1,042,774	893,380	857,238	856,175
FACILITIES MANAGEMENT	614,806	606,673	642,611	661,889
VEHICLE	7,688	7,801	8,161	8,243
MAINTENANCE & REPAIR	16,313	15,419	26,265	19,332
TRAVEL	22,011	18,711	27,790	22,837
TRAINING	14,902	13,946	16,925	15,258
CAPITAL EQUIPMENT	-	243,523	288,156	-
TRANSFER OUT	2,232,794	2,647,939	2,667,847	2,657,893
Subtotal: Court System	12,117,679	12,959,510	13,980,782	13,758,530
<i>Percent of Total General Fund</i>	<i>26.6%</i>	<i>28.5%</i>	<i>29.4%</i>	<i>28.8%</i>
<u>Sheriff Department</u>				
PERSONNEL	12,451,243	13,107,824	13,450,560	13,911,032
SUPPLIES	268,940	316,078	417,385	289,328
CONTRACTUAL SERVICES	1,585,833	1,836,012	1,918,182	1,975,727
PROFESSIONAL SERVICE	-	-	1,500	500
FEES AND CHARGES	26,567	33,250	52,855	37,557
COMPUTER AND PHONE	390,488	437,849	585,090	530,543
FACILITIES MANAGEMENT	591,347	742,340	833,366	858,367
VEHICLE	718,744	767,001	659,684	666,281
MAINTENANCE & REPAIR	16,909	126,878	43,330	62,372
TRAVEL	14,366	23,419	41,800	26,528
TRAINING	39,884	34,259	41,200	38,448
CAPITAL EQUIPMENT	-	-	-	-
TRANSFER OUT	1,343,682	123,154	176,345	157,410
Subtotal: Sheriff Dept	17,448,001	17,548,063	18,221,297	18,554,093
<i>Percent of Total General Fund</i>	<i>38.3%</i>	<i>38.5%</i>	<i>38.3%</i>	<i>38.9%</i>
<u>Other Public Safety</u>				
PERSONNEL	86,164	107,925	112,717	116,419
SUPPLIES	1,266	1,452	5,210	5,210
CONTRACTUAL SERVICES	14,920	1,000	5,000	5,000
FEES AND CHARGES	-	3,735	5,200	5,200
COMPUTER AND PHONE	173	3,302	55,167	3,401
FACILITIES MANAGEMENT	2,433	1,227	3,855	3,971
VEHICLE	39,082	8,471	8,924	8,924
TRAVEL	120	448	10,000	10,100
TRAINING	826	980	2,000	2,000
TRANSFER OUT	-	-	45,000	-
Subtotal: Other Public Safety	144,984	128,539	253,073	160,224
<i>Percent of Total General Fund</i>	<i>0.3%</i>	<i>0.3%</i>	<i>0.5%</i>	<i>0.3%</i>
Total: Public Safety / Judiciary	29,710,664	30,636,113	32,455,152	32,472,847
<i>Percent of Total General Fund</i>	<i>65.3%</i>	<i>67.3%</i>	<i>68.2%</i>	<i>68.1%</i>

Infrastructure/Development:

PERSONNEL	2,063,320	2,137,821	2,335,508	2,418,462
SUPPLIES	13,701	13,117	19,225	15,348
CONTRACTUAL SERVICES	997,203	1,022,564	1,030,172	1,016,646
PROFESSIONAL SERVICE	34,502	40,811	65,202	46,838
FEES AND CHARGES	49,693	48,596	68,776	55,688
COMPUTER AND PHONE	155,560	135,405	163,084	167,977
FACILITIES MANAGEMENT	66,744	50,432	60,785	62,609
VEHICLE	8,478	6,042	9,605	9,701
MAINTENANCE & REPAIR	6,131	3,586	7,100	5,606
TRAVEL	7,613	7,721	9,000	8,111
TRAINING	5,320	6,801	6,700	6,274
CAPITAL EQUIPMENT	98,444	4,785	-	-
TRANSFER OUT	-	10,000	-	-
Total: Infrastructure/Dvlpmnt	3,506,709	3,487,681	3,775,157	3,813,260
<i>Percent of Total General Fund</i>	<i>7.7%</i>	<i>7.7%</i>	<i>7.9%</i>	<i>8.0%</i>

Health & Human Services:

PERSONNEL	457,486	125,781	129,866	133,810
SUPPLIES	7,350	523	5,500	4,458
CONTRACTUAL SERVICES	1,082,023	1,074,293	1,234,058	1,130,124
PROFESSIONAL SERVICE	2,170	-	-	723
FEES AND CHARGES	325	-	-	108
COMPUTER AND PHONE	59,562	11,105	15,884	16,361
FACILITIES MANAGEMENT	24,671	18,658	21,031	21,662
VEHICLE	17,638	13,766	11,341	11,454
TRAVEL	1,703	238	1,150	1,030
TRAINING	505	690	1,000	732
TRANSFER OUT	734,592	788,292	688,292	734,592
Total: Health & Human Svcs	2,388,025	2,033,346	2,108,122	2,055,055
<i>Percent of Total General Fund</i>	<i>5.2%</i>	<i>4.5%</i>	<i>4.4%</i>	<i>4.3%</i>

General Government:

PERSONNEL	6,579,656	6,120,248	5,234,345	5,904,042
SUPPLIES	232,317	171,907	356,679	253,634
CONTRACTUAL SERVICES	326,323	374,256	378,657	359,745
PROFESSIONAL SERVICE	43,532	51,671	62,530	52,578
FEES AND CHARGES	1,209,359	1,243,224	1,613,120	1,255,656
COMPUTER AND PHONE	348,038	315,300	326,325	336,115
FACILITIES MANAGEMENT	347,623	313,584	382,614	394,092
VEHICLE	21,414	29,064	26,539	26,804
MAINTENANCE & REPAIR	17,071	12,114	14,869	14,685
TRAVEL	18,400	12,866	32,950	21,405
TRAINING	19,944	13,660	34,680	22,761
CAPITAL EQUIPMENT	-	-	60,000	-
TRANSFER OUT	735,700	735,700	718,500	718,500
Total: General Government	9,899,377	9,393,593	9,234,608	9,360,018
<i>Percent of Total General Fund</i>	<i>21.8%</i>	<i>20.6%</i>	<i>19.4%</i>	<i>19.6%</i>

TOTAL EXPENDITURES	45,504,775	45,550,732	47,573,039	47,701,180
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Fund Balance at Year End (estimated for
2018-2019)

\$ 27,484,512 \$ 27,929,203 \$ 27,466,587 \$ 27,466,587

I hereby certify that I have received the 2018 Estimated Tax Allocation Board budget and found it to be in good order and an appropriate representation.

Carol S. Griffith
Livingston County Finance Committee Chair

Cynthia Catanach
Livingston County Financial Officer