

1. Packet

Documents: [RMA 3-9-16.PDF](#)

**GRAND TRAVERSE COUNTY**  
**RESOURCE MANAGEMENT & ADMINISTRATION COMMITTEE**  
**AGENDA**

Wednesday, March 9, 2016, at 6:00 p.m.  
Commission Chambers, 2nd Floor, Governmental Center  
400 Boardman, Traverse City, MI 49684

"The Mission of Grand Traverse County is to provide mandated and necessary services that ensure safety and add value to our community."

*General Meeting Policies:*

- Please turn off all cell phones or switch them to silent mode.
- Any person may make a video, audio or other record of this meeting. Standing equipment, cords, or portable microphones must be located so as not to block audience view.

Pages

CALL TO ORDER

1. OPENING CEREMONIES OR EXERCISES

2. ROLL CALL

3. APPROVAL OF MINUTES:

- a) February 10, 2016 ..... 3

4. FIRST PUBLIC COMMENT

*Any person shall be permitted to address a meeting of the Board of Commissioners which is required to be open to the public under the provision of the Michigan Open Meetings Act. Public Comment shall be carried out in accordance with the following Board Rules and Procedures:*

*Any person wishing to address the Board shall state his or her name and address.*

*No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Commissioners' questions, if any. The Chairperson shall control the amount of time each person shall be allowed to speak, which shall not exceed three (3) minutes. The Chairperson may, at his or her discretion, extend the amount of time any person is allowed to speak.*

*Public comment will be solicited during the two public comment periods noted in Rule 5.4, Order of Business. However, public comment will generally be received at any time during the meeting regarding a specific topic currently under discussion by the board. Members of the public wishing to comment should raise their hand or pass a note to the clerk in order to be recognized, and shall not address the board until called upon by the chairperson.*

5. APPROVAL OF AGENDA

6. CONSENT CALENDAR:

*The purpose of the Consent Calendar is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff or the public may ask that any item on the Consent Calendar be removed and placed elsewhere on the agenda for full discussion. Such requests will be automatically respected.*

*If any item is not removed from the consent calendar, the action noted (receive & file or approval) is approved by a single Committee action adopting the consent calendar.*

*\*\*\*All information identified on the Consent Calendar can be viewed in it's entirety @ [www.grandtraverse.org](http://www.grandtraverse.org).*

a. Receive and File:

- 1) County Staff Report ..... 7

b. Approval:	
1) Proclamation of April as Social Host Responsibility Month.....	16
2) Hauler Licenses for 2016.....	18
c. Action on Consent Calendar:	
7. SPECIAL ORDERS OF BUSINESS:	
8. ITEMS REMOVED FROM CONSENT CALENDAR	
9. DEPARTMENT ACTION ITEMS:	
a. VETERANS AFFIARS:	
1) Millage.....	19
b. ROAD COMMISSION:	
1) Road Commission Monthly Report.....	22
2) Request to Have Road Millage Renewal on the November 2016 Ballot .....	22
c. COUNTY TREASURER:	
1) East Bay Township Water System Improvement Project .....	24
a) Resolution Approving the Amendment to Contract.....	25
b) Amended Bond Resolution.....	32
d. COUNTY ADMINISTRATION:	
1) Resource Recovery <b>IMMEDIATE APPROVAL</b> .....	58
e. SHERIFF'S OFFICE/CORRECTIONS DIVISION:	
1) Edward Byrne Memorial Justice Assistance Grant (JAG Grant).....	62
10. UNFINISHED BUSINESS:	
11. NEW BUSINESS:	
12. SECOND PUBLIC COMMENT (Refer to Rules under Public Comment/Input above.)	
13. COMMISSIONER COMMITTEE REPORTS:	
14. NOTICES AND/OR ANNOUNCEMENTS:	
15. CLOSED SESSION:	
16. ADJOURNMENT:	

Although this Committee includes all members of the Grand Traverse County Board of Commissioners, unless immediate approval is specified, recommendations are made, and final action is taken at the Board Meeting at the end of the month.  
If you need auxiliary aid assistance, contact 231-922-4760.

**2016 Resource Management & Administration Committee:**

Alisa Kroupa, Chair	
Carol Crawford, Vice Chair	Ron Clous
Bob Johnson	Sonny Wheelock
Christine Maxbauer	Dan Lathrop

GRAND TRAVERSE COUNTY  
RESOURCE MANAGEMENT AND ADMINISTRATION COMMITTEE

February 10, 2016

Chairwoman Kroupa called the meeting to order at 6:00 p.m. at the Governmental Center.

OPENING CEREMONY AND EXERCISES

The Pledge of Allegiance to the Flag of the United States of America was recited.

PRESENT: Bob Johnson, Carol Crawford, Ron Clous, Addison Wheelock, Jr.,  
Christine Maxbauer and Alisa Kroupa

EXCUSED: Dan Lathrop

APPROVAL OF MINUTES

There being no corrections to the January 13, 2016 minutes, they were approved as presented.

PUBLIC COMMENT

The following people spoke during public comment:

Topic: Combination of Clerk and Register of Deeds Proposal

**Bonnie Scheele, Grand Traverse Co. Clerk**

**Amy Bissell, Benzie Co. Register of Deeds**

**Vickie Dell**

**Nelson Asper**

**Monica Hoffman, Peninsula Township Clerk**

**Peggy Haines, Grand Traverse Co. Register of Deeds**

**Patty Niepoth, Antrim Co. Register of Deeds**

**Jean Fuller**

Topic: Expanding radio station business into Traverse City

**Randy Bishop**

APPROVAL OF AGENDA

Remove A-2 from Department Action Items, Request to have Road Millage Renewal on the November 2016 ballot.

Moved by Maxbauer, seconded by Wheelock to approve agenda minus Item #A-2.

Motion carried

CONSENT CALENDAR

The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff, or the public may ask that any item on the consent calendar be removed there from and placed elsewhere on the agenda for full discussion. Such requests will be automatically respected. If any item is not removed from the consent calendar, the action noted (receive and file or approval) is approved by a single Committee action adopting the consent calendar.

- A. RECEIVE AND FILE
  - 1. Conservation District Monthly Report
  - 2. County Staff Report – *Removed from calendar*
- B. APPROVAL
  - 1. 2016 Hauler Licenses
- C. ACTION ON CONSENT CALENDAR  
 After the County Clerk read the Consent Calendar for the record, the following item was removed:

Item #A-2                      Page 8                      By Kroupa

Moved by Crawford, seconded by Johnson to approve the Consent Calendar minus Item #A-2. Motion carried.

SPECIAL ORDERS OF BUSINESS

None

ITEMS REMOVED FROM THE CONSENT CALENDAR

**Item #A-2, County Staff Report**

Moved by Kroupa, seconded by Crawford to Receive and File item #A-2, County Staff Report. Motion carried.

DEPARTMENT ACTION ITEMS

**A) ROAD COMMISSION**

- 1. Road Commission Monthly Report  
 Jim Cook, Road Commission Manager, answered Commissioners’ questions.
- 2. Request to have Road Millage Renewal on the November 2016 Ballot – **Removed from calendar.**

**B) COUNTY TREASURER**

- 1. Redemption of Pavilions 307 Bond for Medical Care Debt for Cottage 21  
**Immediate Approval**

Heidi Scheppe, County Treasurer, explained the request to approve redemption of the Building Authority bonds.

RESOLUTION

15-2016

**Resolution Approving Redemption Of The  
 Grand Traverse County  
 Building Authority, Michigan  
 Building Authority Refunding Bonds,  
 Series 2004b Prior To Maturity**

WHEREAS, the Grand Traverse County Building Authority (the "Authority") issued its \$3,125,000 Grand Traverse County Building Authority, Building Authority Refunding Bonds, Series 2004B, dated April 1, 2004, to refunding part of the outstanding Grand Traverse County Building Authority Bonds, Series 1999, in accordance with the terms of a certain Full Faith and Credit General Obligation Lease Contract, dated June 1, 1998, between the Authority and the County of Grand Traverse, Michigan (the "County"), of which \$1,530,000 remains outstanding as of the date hereof (the "Bonds"), as set forth in *EXHIBIT A*; and

WHEREAS, the outstanding Bonds due on or after November 1, 2016 will be eligible to be redeemed at par for redemption prior to maturity on the principal payment date, May 1, 2016; and

WHEREAS, the Authority wished to redeem on May 1, 2016 such Bonds maturing in the years 2016 through and including 2019 in the amount of \$1,530,000 with maturities and interest rates as set forth in *EXHIBIT B* (such bonds referred to as the "BOND TO BE REDEEMED") and to pay the costs of calling said Bonds; and

WHEREAS, it is financially prudent for the Authority to redeem part of the outstanding bonds, as set forth in *EXHIBIT A*, thereby reducing interest costs to the benefit of the taxpayers; and

THEREFORE BE IT RESOLVED, that the Board of Commissioners of the County authorize the transfer of \$1,532,250.00 to the appropriate debt service account as necessary to call the BOND TO BE REDEEMED in conformance with the bond resolution.

BE IT FURTHER RESOLVED, that the Board of Commissioners of the County requests that the Authority take the necessary steps to call the BOND TO BE REDEEMED at the next call date of May 1, 2016, in accordance with the original bond resolution;

BE IT FURTHER RESOLVED, that the Chairman of the Board of Commissioners of the County, the County Treasurer, and the County Clerk are authorized to execute on behalf of the County the Amendment to Lease Contract attached hereto as Appendix A which amendment reflects the total rent prepayments described to effect this action; and

BE IT FURTHER RESOLVED, that all resolutions and parts of resolutions, insofar as the same may be in conflict herewith, are hereby rescinded.  
(See file for attachments)

Moved by Maxbauer, seconded by Crawford to approve Resolution 4-2016  
**effective immediately.**

Roll Call Vote: Yes 6, Excused 1

### C) COUNTY ADMINISTRATION

1. Request to have Board hold a Public Hearing regarding the consolidation of the Register of Deeds and County Clerk's Offices – Immediate Approval

Moved by Maxbauer, seconded by Johnson to set the public hearing regarding the consolidation of the Register of Deeds and County Clerk’s Offices for Wednesday, February 17, 2016 at 7:30 p.m. with **immediate approval**.  
Roll Call Vote: Yes 4, No 2, Excused 1  
Nay: Wheelock and Crawford

UNFINISHED BUSINESS

None

NEW BUSINESS

**A) Ad Hoc Committee Recommendations**

1. BATA Board Appointment – Immediate Approval

Moved by Kroupa, seconded by Maxbauer to appoint Richard Cochran to fill the vacancy on the BATA Board **effective immediately**.  
Roll Call Vote: Yes 5, No, 1 Excused 1  
Nay: Wheelock

2. Parks and Recreation Appointment – Immediate Approval

Moved by Kroupa, seconded by Maxbauer to appoint Tom Kachadurian to the Parks and Recreation Board for a 3 year term **effective immediately**.  
Roll Call Vote: Yes 5, No 1, Excused 1  
Nay: Wheelock

PUBLIC COMMENT

None

COMMISSIONER COMMITTEE REPORTS

Commissioners gave updates on meetings and events they attended.

NOTICES AND/OR ANNOUNCEMENTS

None

Meeting adjourned at 7:05 p.m.

\_\_\_\_\_  
Bonnie Scheele, County Clerk

\_\_\_\_\_  
Alisa Kroupa, Chairperson

APPROVED: \_\_\_\_\_  
(Date) (Initials)



## County Staff Report March 2016

### Strategic Goals

1. Maintain financial strength and stability
2. Strengthen and expand the County's use of technology
3. Address infrastructure needs
4. Continue community engagement and access to information
5. Ensure that County is viewed as a fair and equitable employer
6. Expand the capabilities of the Board of Commissioners
7. Advance the health and quality of life of the region
8. Protect and preserve County's water resources, forests, natural areas and scenic beauty

### Administration/Board of Commissioners (1, 2, 4)

- The recommendation for Resource Recovery services is being presented to the Resource Management & Administration Committee March 9.
- Staff is working with former State Budget Director, Mary Lannoye to complete a study of the County's Unfunded Pension and Retiree Healthcare liabilities. These findings will be presented to the Board on March 16.

### County Clerk (4)

- Concealed pistol license applications have tripled since December 1, 2015. The new CPL fingerprint machine has been installed and we are taking new applicants' fingerprints when they apply for their concealed pistol license.
- We have also successfully changed to a new credit card program.

### Commission on Aging (7)

- The Commission on Aging Staff delivered Valentine bags from the COA and Hagerty Insurance for two weeks prior to Valentine's Day. This is the second year that the employees of Hagerty Insurance have put together individual bags for our clients. COA staff created a special personalized thank you gift from the individual cards received from our clients to give to Hagerty as a commemorative memento.
- Medication Management Pilot - The 30 day pilot was completed on March 1, 2016. The Board of Directors reviewed and discussed the continuation of this program at the Committee of the Whole meeting. The decision is to issue a request for quote in search of the best machines and pricing available for the COA Clients. The program will begin with making a limited number of machines available in the beginning and then growing to meet demand.
- The AARP Volunteers are staying busy preparing tax returns this year at the Front Street office. Appointments will continue through Monday, April 18. The hours are 9:30 a.m. to 3:00 p.m. As of February 23, 78 tax returns have been completed.



- The field staff will have three new Universal Aides join the team mid-March. They will be joining Melissa Z. our first Universal Aide.
- Staff is preparing to exhibit at the BASA Expo -"Ideas for Life: Senior Expo 2016" at the Civic Center on May 18, 2016.
- Volunteers are being recruited for the annual NMC BBQ on May 22 at the NMC Campus. The COA needs volunteer drivers to deliver meals and volunteers to pack meals and prepare food. Over 254 meals were delivered to COA clients in 2015.

#### **Equalization / GIS (1, 4)**

- Equalization is working closely with the local units as they prepare their 2016 assessment rolls to ensure they meet the statutory 50% of true cash value in each class of property prior to the March Board of Review.
- East Bay Appraisers have the Change of Assessment Notices delivered to the taxpayers in preparation for the March Board of Review appeal process.
- The PRE Auditor has litigated some appeals of denials through the Michigan Tax Tribunal.
- GIS personnel are streamlining the address assignment process and modifying the spatial data to reflect the new parcels for 2016.

#### **Facilities (3)**

- Installation of the new ASKA generator is complete. This unit provides emergency power supply to the Governmental Center for Dispatch and phone operations. This unit replaces a 1975 *Kohler* generator.
- Emphasis on preventive maintenance remains a priority.

#### **Health Department (7)**

##### ADMINISTRATION & FINANCE DIVISION

- Fiscal Year-End - Finished closing the 2015 calendar year for the Health Department.
- Annual Audit - Continuing to prepare information for the annual County audit.
- Regional Emergency Preparedness Finance Team - Assisted the Northern Michigan Public Health Emergency Preparedness program in creating an expense voucher form to be utilized in the billing of regional preparedness operations out of the collaborative budget that was developed.
- Affiliation Agreement - Created a template affiliation agreement for the Health Department, which has been reviewed as to form by the Prosecutor's office, to be used with any future colleges or universities interested in their students being academically affiliated with the Health Department Divisions.

- Outreach - Northern Michigan Public Health Alliance Marketing Work Group met, and public information officers from area local health departments designed a plan for new website, as well as timeline for other goals and accomplishments.
- Northwest Michigan Water Safety Network - The GTCHD hosted a meeting of the Northwest Michigan Water Safety Network on February 24th. We had an excellent turnout of our network partners including the Traverse City Area Public Schools, Grand Traverse County Sheriff's Office, Meteorologist Tom O'Hare /TV 9&10, Grand Traverse Parks & Recreation, Safe Kids North Shore, etc. The group continues to advocate for educating the public on water safety issues including drowning prevention. Wendy Trute and Jennifer Ritter (MSU Extension) presented to the GT Area Hospitality Association to encourage area hotel participation in purchasing and installing water rescue stations on their beaches.
- Strategic Planning - Partnered with John Sych from Planning to lead all staff through the initial phase of strategic planning. The management team will now work to take the input and create a 3 year strategic plan.
- Community Health Needs Assessment - Partnering with Munson and McLaren Health Systems and local health departments in our region for one assessment. Led the Grand Traverse Collaborative in a discussion to begin the current assessment and participated in the strategic planning session in February.

#### MEDICAL EXAMINER DIVISION

- Database - Investigating feasibility of switching to MDIlog software for medical examiner database.
- Annual Report - Completing the first annual tri-county medical examiner's report to present to all 3 boards in the spring.

#### ENVIRONMENTAL HEALTH & ANIMAL CONTROL DIVISION

- Randy Emeott Retirement - After 38 years of service with the GTCHD, Randy Emeott retired on Friday, February 26th. Randy was our Environmental Health Coordinator and guided our Environmental Health staff through six (6) accreditation cycles in the on-site waste water program and never missed a mandatory program requirement (MPR) through the Michigan Department of Environmental Quality (MDEQ) since the accreditation program began in 1999! His hard work and dedication to our department will be missed.
- Dan Thorell Promotion - Dan Thorell has been promoted to Environmental Health Coordinator following the retirement of Randy Emeott. Dan has been employed with the Health Department in the Environmental Health Division since 2001. Congratulations Dan!

#### EMERGENCY MANAGEMENT & PUBLIC HEALTH PREPAREDNESS DIVISION

##### EMERGENCY MANAGEMENT

- Active Shooter Report - Compiled After Action Report and submitted safety upgrade recommendations to respective administration from the City/County Government

Building Risk/Hazard assessments and lock-down/active shooter trainings conducted in January.

- Public Safety Communications - Attended the 2016 Michigan Public Safety Communications Interoperability Conference with public safety leaders from around the state and region. Numerous topics were discussed and presented surrounding public safety communications during disasters and new challenges faced with communications. Grand Traverse County's migration to the 800Mhz was also featured.
- Event Planning - Planning meetings for Bayshore Marathon, National Cherry Festival, Comedy Festival, TC Film Festival, and the new 7 week long Great Lakes Equestrian Festival are underway.
- Government Building Fire/Emergency Plans - Assisting County & City administration with updating Government Building Fire/Emergency Plans.
- CodeRED - Working to upload all 127 county Hazardous Materials sites and related info into the CodeRED system for easier deployment of emergency messages during incidents at those sites.
- Law Enforcement Technology Workshop - Planning and preparing to host a region wide law enforcement technology workshop in the near future to present the newest technology available to law enforcement.

#### *PUBLIC HEALTH EMERGENCY PREPAREDNESS (PHEP)*

- Regional PHEP - Northern Michigan Public Health Emergency Preparedness began utilizing the billing of regional preparedness operations out of the collaborative budget that was developed. This was the accumulation of a great deal of work and collaboration to bring this together. The first collaborative Public Health Emergency Preparedness monthly update was developed and conducted. A big step in bringing together the coordinated planning and development of plans, exercises, and operations across the region.
- Medical CBRNE Training - Grand Traverse County Emergency Preparedness took part in a two day Medical Management of Chemical, Biological, Radiological, and Nuclear incidents course with a number of our regional partners at Munson Medical Center
- Zika Preparedness - Emergency Preparedness joined forces with key GTCHD staff in taking part in the preparation of Zika virus communication materials as the concern and need for information about the public health threat has grown. Created media talking points and fact sheet for Zika Virus; Public Health Nurse provided interview with 7&4 News.
- Sharepoint Platform - Northern Michigan Public Health Emergency Preparedness has been working diligently to develop a regional, collaborative sharepoint platform that will enable PHEP operations across the northern region to be streamlined, collaborated, and implemented.

## COMMUNITY HEALTH DIVISION

### *DISEASE CONTROL AND PREVENTION PROGRAMS:*

- Communicable Disease Program - Followed up on 64 reportable communicable diseases in GT County. Provided six presentations about communicable disease topics and reporting requirements to area providers in an effort to improve provider reporting. Responded to multiple community member questions about the new and emerging Zika virus. Worked on provider and community communication about Zika virus including speaking with the media. Participated in meetings with Munson Medical Center to streamline early reporting of communicable diseases to the Health Department.
- Reproductive Health – Provided Reproductive Health Services to 104 area men and women. In the last phase of preparation for our “go live” date of March 9th for Electronic Health Record implementation in our Reproductive Health Clinic. Received feedback from a client thanking us for catching her breast cancer, found on clinical breast exam, by our Reproductive Health Nurse Practitioner.
- Adolescent Clinics
  - o Continued involvement on the Homeless Youth Initiative and Professionals for Healthy Adolescent Sexual Education (PHASE) boards. PHASE is working with local schools and PCP offices to disseminate information to parents.
  - o Provided educational opportunity to 10 teens at TCHS on dangers of drug use and opportunities for assistance.
  - o Met with new director of Pine Rest to discuss Mental Health Visit Billing opportunity and upcoming contract details for next Fiscal Year.
  - o Both clinics continued to see a busy month due to staffing issues for various leaves. Between the 2 clinics, there were over 100 visits to see the Nurse Practitioner and 100 visits to see our Mental Health Providers. Mental Health continues to see increasing demand.

### *MATERNAL AND CHILD HEALTH PROGRAMS:*

- Maternal Infant Health Program - Provided home visiting to over 250 Medicaid moms and babies, admitting 24 new clients in January. As members of a Northern Region Maternal Infant Health Program (MIHP) Quality Improvement team, we are researching and exploring ways to improve internal acceptance of MIHP from clients we service through our WIC program. Effective October 1, 2016, MIHP billing will go through the assigned Managed Health Plans rather than straight Medicaid.
- Healthy Futures - Conducted 17 home visits to postpartum moms and babies, placing over 250 phone calls to connect with pregnant and postpartum moms who have delivered at Munson Medical Center. Exploring potential revenue streams to address an increased demand for home visiting through this mom/baby promising program.
- Children's Special Health Care Services - Serviced a caseload of over 280 clients, providing nearly 20 home visits for care planning and coordination. This population

continues to struggle with transportation barriers to attend to specialty medical appointments downstate.

- Pediatric Cardiac Clinic - In January and February we assisted with over 17 specialty clinic appointments in partnership with Munson Medical Center and University of Michigan physicians.
- Immunizations - The Health Department clinic administered over 300 vaccinations in January, along with Adolescent Health from both KTown and Youth Health and Wellness administering over 30 to teens. We still serviced 84 walk in clients, administering 69 flu vaccinations. This is a late season for flu, so getting your vaccination is still timely to prevent. MCIR region 5 grant is providing us an opportunity to explore a local health department pilot project. One such idea is to provide immunizations through our MIHP/Healthy Futures home visiting when needed, including to address cocooning principle in regards to all caregivers and household members surrounding the baby with a cocoon of protection when they are too young to receive vaccinations. Outreach for Immunization includes fliers to Senior Center for Shingles virus.
- WIC - While January was a little slow for the WIC clinic, February has shown to be busy with over 900 appointments made and a 70% show rate.
- Hearing and Vision - January was a very busy month resulting in over 1200 school-age vision screenings and 126 referrals for follow-up.

### **Information Technology (2)**

- Google Talk/Hangouts has been setup for the Sheriff to conduct free video based media briefings.
- Met with the City Manager/Assistant City Manager to discuss IT support and City projects. IT will be reviewing the payroll system with the City with a vendor demonstration of a new system.
- Provided an IT orientation session for County Administrator, Tom Menzel, and Deputy County Administrator, Jennifer DeHaan.
- Seeking to fill an IT Server Administrator position after Gabe Talaga left at the end of 2015.
- Planning an upgrade to the County's wireless access infrastructure. Many of the wireless access points are 9-10 years old and the wireless controller is nearing end of life.
- Created a request for proposal for the purchase of new Construction Code software. IT is working with Jean Derenzy and Bruce Remai and we plan to have a recommendation for a new system at the end of May.
- Two servers have been setup for the new voicemail system that will be implemented in March/April. Forty auto-attendant/caller apps will need to be recreated and re-recorded

as part of the upgrade. All users of the voicemail system will be required to re-record greetings.

- A final database and document image export were completed from the Prosecutor's old system and provided to Karpel for import into the new Prosecutor system.

#### **MSUE (7, 8)**

- Safe Kids North Shore Coordinator, Jennifer Ritter, was nominated for the 2015 Child Passenger Safety Instructor of the Year award, an honor presented by the National Child Passenger Safety Board, managed by the National Safety Council. Her nomination will be recognized at the 2017 Lifesavers Conference.
- Safe Kids North Shore held a *Continuing Education Training for Certified Child Passenger Safety Technicians* (CPST's) on February 19 in the 2<sup>nd</sup> Floor Training Room at the GT County Governmental Center. The class was paid for through a grant that Ritter secured from the Michigan Office of Highway Safety Planning. CPST's are required, like any other license holder (paramedic, firefighter, police, social work, etc...), to earn continuing education credits to make sure that they are always giving up-to-date/current information and best practices to the public. Often these classes are only offered in Lansing, something that is not feasible for many departments. Each year Safe Kids North Shore holds one of these types of training in Traverse City, not only to maintain the local CPST presence/services, but so that other northern Michigan counties can travel to a training site that is closer than Lansing or Detroit. 27 CPST's attended the class: 18 were law enforcement officers (including an Undersheriff), 5 were from various healthcare fields, 3 were from fire services and 1 was from a traffic safety agency. Counties that took advantage of the training included: Grand Traverse, Benzie, Kalkaska, Alpena, Iosco, Antrim and Crawford.
- Tractor Safety Program – Teens can improve their chances of employment by completing a tractor safety training. MSU Extension will host a 4-H Tractor Safety Program for 14 and 15 year old youth on Wednesdays, April 6, 13, 20, 27 from 6-8:30 pm at the NW Michigan Horticultural Research Station. The written and driving test will be held on Saturday, April 30 from 8:30am – 2:30pm. Participants must attend all five sessions to become certified. The cost is \$75 per student and some scholarships are available if finances are an issue. Youth must be 14 years of age by June 1, 2016. Space is limited. The registration deadline is March 25. Registration forms are available online at [www.msue.msu.edu/leelanau](http://www.msue.msu.edu/leelanau). Call the Leelanau MSU Extension office for more information at 231-256-9888.
- Michigan Sea Grant is hosting the 2nd Annual Michigan Seafood Summit on April 8 at the Hagerty Center in Traverse City. The Seafood Summit is an all-day event that highlights aquaculture, commercial fisheries and local seafood in Michigan. This year's summit features two information sessions and a special Michigan seafood dinner prepared by acclaimed chefs from around the state. Click [here](#) for more info.

#### **Parks and Recreation (7)**

- After opening mid-January, the Y Central at the County's Civic Center (pool and fitness facility) has 144 Y Central memberships purchased, to date. During February 2016,

there were 198 scan-ins at Y Central by members of Y Silver Lake. A Y Silver Lake membership permits access to all three locations – Y Silver Lake, Y Central, and Y South.

- By invitation, during the mParks (formerly Michigan Recreation and Park Association) Conference held at Grand Traverse Resort in mid-February, the Parks Director and Director of Soccer Operations Henry Aiyenero co-facilitated a session with Mike Price of Pure Michigan Sports, titled the “Economic Impact of Sports Events.” This session showcased unique “landlord/facility-recreation provider” relationships between Grand Traverse County Parks and Recreation and the many area recreation providers (such as American Legion Baseball, the Grand Traverse Bay YMCA, TBAYS, and more), that serve our community. The ability of recreation providers to program, hold tournaments, and put on special events at our county parks and facilities boosts our area’s economy. For example, the estimated economic impact on our community from just one TBAYS’ tournament is \$3,400,000. The mParks Conference hosted approximately 500 parks and recreation professionals from around the state.

#### **Parks and Recreation/Senior Center Network (7)**

- The Senior Center Network Manager participated in Community Collaborative's Community Health Assessment, which generated data to be used for future grant writing and strategic planning efforts.
- The Senior Center Network Manager has been appointed to BATA's Advisory Council, which meets quarterly to address service delivery to seniors.
- The County website for Parks and Recreation has been reorganized to include the Senior Center Network.
- The agreement between Parks and Recreation and The Rock in Kingsley, which is used as a senior center satellite facility offering program to area seniors, has been executed. The Senior Center offers programming in six locations within the county: Acme, Fife Lake, Interlochen, Kingsley, Traverse City.
- In February 2016, 58 new members joined the Senior Center Network, which currently has a total of 4,051 members.
- In February 2016, 444 seniors participated in 1,414 units of service provided by the Senior Center Network.

#### **Planning & Development (1, 3, 4, 7, 8)**

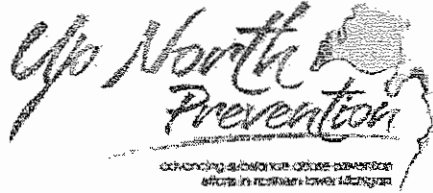
- The County approved a \$175,000 Community Development Block Grant (CDBG) Loan application requested by Kejara’s Bridge, a local food producer that is expanding with new operations in Garfield Township. The loan will be used to hire five (5) full time positions over the course of two years, of which, at least 51% of these positions will be available to low to moderate income individuals. The application will be submitted to the Michigan Strategic Fund board for approval.

- The Brownfield Redevelopment Authority accepted an application for the Park Place Hotel in downtown Traverse City to prepare a brownfield plan for the site that includes a new convention center, parking structure, housing development that includes affordable units, and public infrastructure improvements.
- Staff is working with SEEDS in identifying new energy efficiency opportunities in County facilities. The support from SEEDS is funded by a Community Energy Management grant from the Michigan Energy Office that was received by the local non-profit organization. This collaborative effort will include the staff from the Planning & Development and Facilities Management Departments.

#### **Treasurer (1)**

- We started accepting Debit & Credit cards through Ottawa County G2G credit card program for passport fees, plat books, copies and dog licenses, which has been well received. County Clerk and Circuit Court switched their credit card processing server to G2G, which is a more user friendly platform.
- Started the process to refund the Pavilions bond with a scheduled pay off of May 2016 saving the Pavilions over \$100,000.00 in interest.
- We had our foreclosure hearing in Circuit Court. All documents were filed and we are on track for foreclosure April 1. Sent out 130 final foreclosure notices to parcels set to be foreclosed.
- Prepared preliminary reconciliations with the 13 townships and City to facilitate early settlement with the townships next month. In order to ease frustration with calculations of partial year veteran exemptions, we created a spreadsheet to help townships with tax calculations.
- Set up new passport hotline to provide 24 hour information to potential travelers on the requirements for applying for a passport so they are prepared and have everything they need to eliminate the frustration of not having all the documents when they come in. Processed 151 regular service, 65 expedited and 2 hand carry passport in February.





January 11, 2016

At your next official meeting, please proclaim April as **Social Host Responsibility Month**. A proclamation is attached, with a self-enclosed envelope to return a copy for our records. This is a 14-County Northern Michigan effort, inviting municipalities, school boards and all units of law enforcement to take a position on underage drinking and social host activities within our communities. This is the fourth year in promoting this effort and the participation continues to gain momentum and support, our goal is 100% participation this year, reinforcing to parents and community members that as community leaders and decision makers the safety and protection of our youth is a priority. We are coordinating our proclamation to occur in April which is also Alcohol Awareness Month and will focus our efforts on reducing/eliminating underage drinking.

This call to action will create a strengthened framework of public officials and community leaders around illegal underage alcohol use and decrease social host activities based on the following facts:

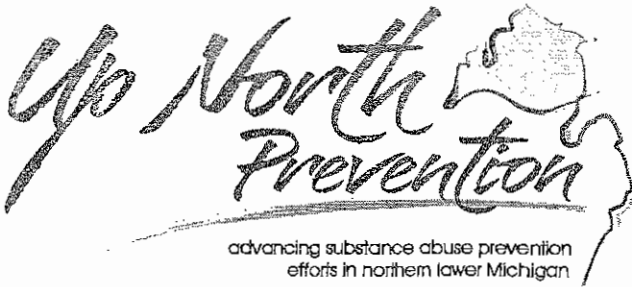
- Alcohol is a factor in the four leading causes of death among persons ages 10-24: motor vehicle crashes, unintentional injuries, homicide and suicide.
- Social Host Liability Law holds homeowners legally responsible for allowing underage drinking on their property. This can result in criminal liability if that youth is killed or injured or if that youth kills or injures someone else. Homeowner insurance does not cover claims where illegal acts are the cause for the claim.
- Teens aged 13-18 report that they can obtain alcohol easily – and often from familiar, non-retail sources (parents, friends of parents, graduation parties, weddings, etc.).
- Despite extreme negative consequences of underage alcohol use, alcohol is viewed as a right of passage and not a big deal in many Northern Michigan communities.
- Tolerating underage alcohol use sends a mixed message to those under 21 – it's ok to break this law!
- 2014 Michigan Profile for Healthy Youth report, of 14 counties of northern Michigan who participated, an average of 23.8% of 9<sup>th</sup> grader and 49.6% of 11<sup>th</sup> graders have been drunk in their lifetime.

As a community leader or public official, underage drinking affects the bottom line. Increased utilization of taxpayer services such as emergency services, law enforcement, child protective services and property damage are a few examples.

In April 2016, on our website [www.upnorthprevention.com](http://www.upnorthprevention.com), will indicate all who have proclaimed April as Social Host Responsibility Month, with a feature article on the harms and dangers of underage drinking and social host liability. Your participation will increase the effectiveness of this campaign and reinforce a parent's decision to *not* host or turn a cheek to an underage drinking party, an adult not purchasing alcohol for a minor and most importantly and quite possibly - save a life. Deadline for submission of your proclamation is March 25<sup>th</sup>. This campaign will also include participation with local retailers and churches. Local restaurants will be promoting the message with the use of message stickers for take-out orders and churches will be asked to present the message during the month of April in church bulletins and inserts.

As prom, graduation and summer-time approach, risks heighten for the young people in our communities. Please take action at your next meeting. If you have any questions, please contact me, your designated substance abuse prevention specialist, Kristen Wilson (231)-330-3984 or email [kwilson@catholicumanservices.org](mailto:kwilson@catholicumanservices.org)

Sincerely,  
Kristen Wilson  
Certified Substance Abuse Prevention Specialist



**Proclamation**

**APRIL 2016 IS SOCIAL HOST RESPONSIBILITY MONTH**

**WHEREAS**, adults who provide alcohol to those below the legal drinking age of 21 are placing those youth at risk for health, safety and legal problems, and

**WHEREAS**, underage drinking is a problem that affects our community, our health, and our future. It exacts a terrible toll on individuals and families, and places a costly tax burden on the community at large for law enforcement, medical services, and other social services involved in the prevention and treatment of underage drinking, and

**WHEREAS**, the Centers for Disease Control and Prevention (CDC) estimates that, on average, alcohol is a factor in the deaths of 4,358 young people under age 21 each year. This includes: 1,580 deaths from motor vehicle crashes; 1,269 from homicides; 245 from alcohol poisoning, falls, burns, and drowning; 492 from suicides, and

**WHEREAS**, Youth who start drinking before age 15 years are five times more likely to develop alcohol dependence or abuse later in life than those who begin drinking at or after age 21 years, and

**WHEREAS**, according to the 2012 Michigan Profile for Healthy Youth report, of 14 counties of northern Michigan who participated, an average of 26% of 9<sup>th</sup> grader and 52% of 11<sup>th</sup> graders have been drunk in their lifetime.

**WHEREAS**, one-hundred percent of any alcohol consumed by a minor came from an adult. At one time, an adult over the age of 21 was in control of the alcohol and a minor gained access to it, and

**WHEREAS**, it is illegal for adults to knowingly allow their child's friends to drink alcohol in their home, even with the permission of the friends' parents, and adults have the authority and should have the responsibility to take steps to reduce the likelihood that their homes will become venues for underage drinking, and

**NOW, THEREFORE BE IT RESOLVED**, we, \_\_\_\_\_ of the county of Grand Traverse, a Community Committed to UNDERAGE DRINKING PREVENTION, do hereby proclaim that April 2016 is Social Host Responsibility Month. We also call upon all parents, citizens, homeowners and property owners to host gatherings responsibly and take measures to eliminate access of alcohol to persons under the age of 21.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_

Authorized Official Signature

(Print name): \_\_\_\_\_

(Print title): \_\_\_\_\_

# Agenda Item

COMMITTEE: Ways & Means  
FROM: Sarah Adams, Administration  
FOR MEETING DATE: Wednesday, March 9, 2016  
SUBJECT: 2016 Hauler Licenses

**SUMMARY OF ITEM TO BE PRESENTED:**

Staff has received and reviewed the following applications for 2016 hauler licenses:

Special Solid Waste Haulers:  
SP-2016-12 Entech, Inc.

Yard Waste Haulers:  
Y-2016-07 Natural Landscapes

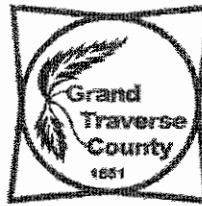
The above applications have been found to be administratively complete. (License numbers will be granted upon approval.)

**RECOMMENDATION:**

Approve 2016 hauler licenses as submitted by staff and authorize signature by Board of Commissioners Chair.



**SERVING BENZIE,  
GRAND TRAVERSE  
& LEELANAU  
COUNTIES**



**GRAND TRAVERSE COUNTY  
DEPARTMENT OF VETERANS AFFAIRS**



**MICHIGAN VETERANS  
TRUST FUND**

2650 LAFRANIER ROAD • TRAVERSE CITY, MI 49686-8972 • (231) 995-6070 • FAX: (231) 929-1983 • TDD: (231) 922-4412  
E-MAIL: veterans@grandtraverse.org

**MEMORANDUM**

**DATE:** February 24, 2016

**TO:** Chairman and Members of the Board of Commissioners

**From:** Chuck Lerchen, Director, Veterans Services

**Thru:** Tom Menzal, County Administer

**Subject:** Millage

At your January board meeting we were instructed to perfect the information that would be necessary for you to consider the placement of a dedicated operational millage for the Veterans Affairs Department on the ballot of the regular election scheduled for August 2, 2016.

The dollar amount of revenue that needs to be generated for the first budget year of the millage is expected to be approximately \$550,000. to \$ 600,000. We are recommending a 6 year millage at a rate of .15 mills per annum which is expected to raise approximately \$690,000 per year at an average cost to home owner's in the County of \$11.00 per year or .92 cents per month. This rate will allow for uninterrupted service to our veteran residents and their families and also allow for needed expansion of services and staff necessary to successfully accomplish our mission. IAW MI PA ACT 192 and other applicable State law, all monies generated under the operational millage would be dedicated solely for the provision of mandatory and discretionary veteran services, benefits and entitlements and would be under the oversight of the Board appointed Veterans Affairs Administrative Committee.

I have attached proposed ballot language as prepared by our Civil Counsel.

Also attached is a letter of commitment from a group of local concerned citizens who have organized a committee to support a millage proposal should it be placed on the ballot.



RECYCLED PAPER

MEMORANDUM

TO: Chuck Lerchen, Veterans Affairs Director

FROM: Bob Cooney, Chief Civil Counsel

RE: Veteran's Affairs Millage Proposal Ballot Language – **Amended Language**

DATE: March 1, 2016

Chuck,

The millage language I sent you on February 24<sup>th</sup> has been modified to include language regarding TIF districts. The amended, proposed language for the veteran's affairs millage ballot language is as follows:

VETERANS AFFAIRS MILLAGE

Shall the 15 mill tax limitation on general ad valorem taxes within Grand Traverse County be increased as provided by Article IX, Section 6 of the Constitution of the State of Michigan, and the County of Grand Traverse be authorized to levy up to .15 mills (10.0 cents per \$1,000 taxable value) for a period of six years (2016-2021, inclusively), on all taxable property within Grand Traverse County for the purpose of operating a county Department of Veterans' Affairs which will provide support and assistance to veterans residing in Grand Traverse County, which increase shall raise in the first year of the levy, if fully captured, an estimated \$693,079. By law, tax increment revenues from this millage will be distributed to governmental units within Grand Traverse County that capture property taxes, which are the City of Traverse City Downtown Development Authority, Grand Traverse County Brownfield Authority, Village of Kingsley Downtown Development Authority, and Interlochen Downtown Development Authority.

Again, the Board will need to approve the language, term and amount of the proposed millage, as well as deciding upon whether to place the item on the August or November ballot. Please prepare an agenda item for an upcoming board of commissioners meeting. The filing deadline for getting this millage proposal on the August primary election ballot is May 10, 2016. Please contact me if questions or concerns.

TO: The Honorable Chairperson and Members of the  
Grand Traverse County Board of Commissioners  
400 Boardman Avenue  
Traverse City, MI 49684

From: The Friends of Veterans Committee

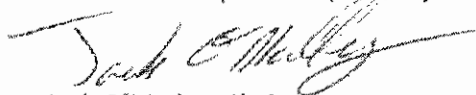
Dear Chairman and Board Members,

The Friends of Veterans Committee would like to respectfully request that a measure to fund the Grand Traverse County Veterans Affairs Department be placed upon the August 2, 2016 ballot.

As you know, our veteran's service department and most of the services they provide are mandated to be provided by the county in accordance with State law. A sustained and growing demand for service's being driven by the ongoing wars as well as our existing veterans from the Vietnam War, Korean War, Persian Gulf War and WWII; as well as all of our veterans who served honorably during the Cold War, necessitates that a stable and sufficient source of funding be in place to allow for our community to keep the promises we made when we sent our family members and neighbors off to serve their country. We feel, and the County's administrative staff have confirmed, that the current and near future state of the county's finances do not afford our veterans the assurance's needed that their office will be there at a level necessary for the service they need when they need it. We strongly feel that it is not the veteran's fault that the resources necessary to provide them the services they need are not available or in short supply. We are confident that the voters will agree with this and ensure that our veterans will receive everything they have been promised for their service and sacrifice.

Our committee has met several times already and we stand ready to officially form and file with the State of Michigan as a campaign committee in full support of this proposal. We encourage you to place this question on the ballot and allow for the citizens of Grand Traverse County to show their full support of our veterans in the voting booth.

Most Sincerely and Respectfully Yours,



Jack O'Malley, Chairman  
"The Friends of Veterans Committee"  
**KEEPING THE PROMISE**



*"Our mission is to upgrade and maintain  
a safe and efficient road system"*

**TO:** Chair – Resource Management and Administration Committee

**FROM:** Jim Cook, Manager

**DATE:** March 2, 2016

**SUBJECT: MONTHLY REPORT FOR THE MARCH 9, 2016 MEETING  
AT 6:00 P.M. IN THE COMMISSION CHAMBERS  
400 BOARDMAN AVENUE, TRAVERSE CITY**

**cc:** Board of County Road Commissioners

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Our Board rescheduled its February 2016 meeting to March 3, 2016. A commissioner or I will be available to provide more detailed responses at the RMA meeting on the following items:

1. **Peninsula Township Drainage** – Staff members continue to meet with residents and Peninsula Township regarding proposed the township drainage district for the Maple Terrace and Logan Hills area.
2. **Annual Bids for Materials and Services** - The first round of items requiring rebidding are being awarded. Additional and more seasonal items will be awarded later in March.
3. **Teamster's 214 Negotiations** - Manager and staff met with the membership in small groups to explain new items proposed for the contract. One last negotiation will be held on March 3 prior to fact finding and arbitration scheduled for March 22 and 23.
4. **Policy Reviews** – The Board will review draft revisions to the Dress Code and Local Match Contribution policies.
5. **Townline Road Partnership Project** – The Board is continuing discussions on partnering with Paradise and Fife Lake Townships for improvements to Townline Road.
6. **Request to Have Road Millage Renewal on the November 2016 Ballot** - We hereby respectfully request to have the County Board of Commissioners of Grand Traverse County place a four-year, one mil renewal for road improvements millage request on the November 2016 ballot. A four-year renewal will allow the public to see a continual series of road improvements throughout Grand Traverse County until the recently approved statewide funding begins its full allotment anticipated in 2021. Legal counsel for the County and Road Commission have finalized language for approval by the various political bodies.
7. **Road Acceptance** - Our Board has been asked to accept 0.25 miles of Stafford Meadows into the County Road System for 2016.

**PROPOSED LANGUAGE BEING PRESENTED FOR APPROVAL  
TO THE BOARD OF COUNTY ROAD COMMISSIONERS  
OF GRAND TRAVERSE COUNTY  
AT THEIR MARCH 3, 2016 MEETING**

Motion to request that the Grand Traverse County Board of Commissioners submit to the electors of Grand Traverse County at the November 8, 2016, general election a proposal for the renewal of the streets, roads, highways, and bridges millage in the following form:

**Local Streets, Roads, Highways, and Bridges Repair and Improvement  
Millage Renewal Proposal**

This proposal is for the purpose of renewing the previously authorized Local Streets, Roads, Highways, and Bridges Repair and Improvement Millage in the same amount of 1 mill beginning with the December 2016 tax levy for repair and improvement of streets, roads, highways, and bridges within Grand Traverse County.

Shall the previously voted increase in the tax limitation on the total amount of taxes that may be levied against all taxable property within Grand Traverse County of up to and including 1 mill (\$1.00 per \$1,000 of taxable value) be renewed in the amount of up to and including 1 mill (\$1.00 per \$1,000 of taxable value) and levied for 4 years, beginning 2016 through 2019, inclusive, on all taxable property within Grand Traverse County for the purpose of repair and improvement of streets, roads, highways, and bridges within Grand Traverse County? If approved and levied in full, the renewal millage will generate an estimated \$\$4,620,529 in revenue to be disbursed to the Grand Traverse County Road Commission, the City of Traverse City, the Village of Kingsley, and the Village of Fife Lake for road, street, highway, and bridge repairs and improvements when first levied in 2016.

By law, tax increment revenues from this millage will be distributed to governmental units within Grand Traverse County that are entitled to receive a portion of this millage, which are the City of Traverse City Downtown Development Authority, Grand Traverse County Brownfield Redevelopment Authority, Grand Traverse County Land Bank Authority, Village of Kingsley Downtown Development Authority, Village of Fife Lake Downtown Development Authority, and Interlochen Downtown Development Authority.

Shall the proposal be adopted?

\_\_\_\_\_ YES

\_\_\_\_\_ NO



Board of Commissioners  
Committee Agenda Item

To: Board of Commissioners  
From: Heidi Scheppe, County Treasurer  
Subject: East Bay Township Water System Improvement Project

SUMMARY OF TOPIC

East Bay Township has requested to issue Bonds using the full faith and credit of Grand Traverse County to build a new water tower in their township.

RECOMMENDATION:

Approval of attached resolution prepared by bond counsel approving the amendment to contract for the East Bay Charter Township Water system improvement project and Approval to Amended Bond Resolution.

**COUNTY OF GRAND TRAVERSE  
BOARD OF COMMISSIONERS**

At a \_\_\_\_\_ meeting of the Board of Commissioners of the County of Grand Traverse held at the County Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, on \_\_\_\_\_, 2016 at \_\_:\_\_.m. Eastern Time, there were:

PRESENT:

\_\_\_\_\_  
\_\_\_\_\_

ABSENT:

\_\_\_\_\_

The following preamble and resolution were offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

**RESOLUTION APPROVING THE AMENDMENT TO CONTRACT FOR THE  
EAST BAY CHARTER TOWNSHIP WATER SYSTEM IMPROVEMENT PROJECT**

WHEREAS, the County of Grand Traverse (the "County") by resolution of its Board of Commissioners has approved the establishment of a project currently known as the "East Bay Charter Township Water System Improvement Project" (the "Project"); and

WHEREAS, the Grand Traverse County Board of Public Works (the "Board of Public Works") entered into a contract with the East Bay Charter Township located in Grand Traverse County, Michigan (the "Township") dated December 1, 2013 (the "Contract") with respect to the Project; and

WHEREAS, it is necessary for the Board of Public Works to enter into an amendment to contract with the Township with respect to the Project, which amendment to contract is attached as Appendix 1.

NOW, THEREFORE, IT IS RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF GRAND TRAVERSE as follows:

1. The amendment to contract attached as Appendix 1 is hereby approved as is the execution thereof by the designated officials.

2. All resolutions, or portions thereof, insofar as they may be in conflict with the foregoing, are hereby rescinded.



A vote on the foregoing resolution was taken and was as follows:

YES:

\_\_\_\_\_  
\_\_\_\_\_

NO:

\_\_\_\_\_

ABSTAIN:

\_\_\_\_\_

The resolution was declared adopted.

**CERTIFICATION**

The undersigned, being the duly qualified and acting Clerk of the County of Grand Traverse, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Board of Commissioners of the County at a \_\_\_\_\_ meeting held on \_\_\_\_\_, 2016, at which meeting a quorum was present and remained throughout, (2) that an original thereof is on file in the records of the County, (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended), and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

\_\_\_\_\_  
Grand Traverse County Clerk

SEAL

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APPENDIX 1

AMENDMENT TO CONTRACT BETWEEN  
THE COUNTY OF GRAND TRAVERSE  
AND  
THE EAST BAY CHARTER TOWNSHIP

EAST BAY CHARTER TOWNSHIP WATER SYSTEM IMPROVEMENT PROJECT

GRAND TRAVERSE COUNTY, MICHIGAN

DATED AS OF APRIL 1, 2016

**AMENDMENT TO CONTRACT**

THIS AMENDMENT TO CONTRACT, made and entered into as of this 1st day of April, 2016, by and among the COUNTY OF GRAND TRAVERSE (the "County"), a Michigan county corporation, by and through its Board of Public Works, the governing body of its Department of Public Works, and EAST BAY CHARTER TOWNSHIP (the "Township"), located in Grand Traverse County, Michigan.

W I T N E S S E T H :

WHEREAS, the County and the Township have entered into a contract, under the provisions of Act 185, Public Acts of Michigan, 1957, as amended (the "Act") in connection with the East Bay Charter Township Water System Improvement Project, dated December 1, 2013 (the "Contract"); and

WHEREAS, in order to issue bonds, it is necessary that the County and the Township enter into this Amendment to Contract as provided in the Act; and

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

A. Paragraph 16 of the Contract is hereby amended to read as follows:

"16. The Township, pursuant to the authorization of paragraph (2), Section 12 of Act 185, Public Acts of Michigan, 1957, as amended, does hereby irrevocably pledge its full faith and credit for the prompt and timely payment of its obligations expressed in this Contract, and shall each year, within its constitutional limitations, commencing with the year 2016, levy a tax in an amount which, taking into consideration estimated delinquencies in tax collections, will be sufficient to pay its obligations under this Contract becoming due before the time of the following year's tax collections: PROVIDED, HOWEVER, that if at the time of making such annual tax levy there shall be other funds on hand earmarked and set aside for the payment of the contractual obligations falling due prior to the next tax collection period, then the annual tax levy may be reduced by such amount. The Township further covenants and agrees that it will, from time to time, raise sufficient sums to pay its obligations by the confirmation of special assessments or by imposing user service charges, connection charges, availability charges and/or debt service charges, or by other method of raising funds authorized by law. It is understood and agreed that the Township has not pledged and no lien in favor of bond holders arises with regard to the proceeds of the special assessments, user charges, connection charges, availability charges and/or debt service charges

or such other method of raising funds authorized by law, until such time and except to the extent that such funds are used to make a payment to the County in accordance with Paragraph 12. Accordingly, the County agrees that the Township may utilize the proceeds of special assessments, user service charges, connection charges, availability charges and/or debt service charges to repay debt incurred by the Township in accordance with law to fund the portion of the Project referenced on Exhibit A attached to the Contract and subsequent additions, extensions and improvements to the System. It is acknowledged and agreed that the Township may, without the consent of the County, construct subsequent additions, extensions and improvements to the System by any means provided by state law including the proceeds of bonds issued by the Township."

B. This Amendment to Contract shall become effective upon approval by the legislative body of the Township, by the Board of Public Works of Grand Traverse County, and by the Board of Commissioners, and execution by the authorized officers of the Township and of the Board of Public Works. This Amendment to Contract shall terminate when all of the principal of and interest due and to become due on the bonds referred to in paragraph 6(b) of this Amendment to Contract has been paid or the payment thereof has been fully provided for by the deposit of U.S. Government Obligations sufficient to defease the Bonds. Upon the occurrence of the foregoing, this Amendment to Contract shall terminate and full right, title and interest in the System, including all easements and rights-of-way acquired for the System, shall revert to the Township in a manner contemplated by Act 185 upon such terms as the Township and the County shall then reasonably determine. This Amendment to Contract may be executed in several counterparts. The provisions of this Contract shall be in full force and effect and binding upon the successors and assigns of the parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to Contract to be executed and delivered by their respective duly authorized representatives, all as of the day and year first above written.

COUNTY OF GRAND TRAVERSE

EAST BAY CHARTER TOWNSHIP

By Its Board of Public Works

By: \_\_\_\_\_  
Its: Chairman

By: \_\_\_\_\_  
Its: Supervisor

By: \_\_\_\_\_  
Its: Secretary

By: \_\_\_\_\_  
Its: Clerk

Approved by Resolution of \_\_\_\_\_,  
Grand Traverse County Board of Commissioners

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

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**COUNTY OF GRAND TRAVERSE  
BOARD OF COMMISSIONERS**

At a \_\_\_\_\_ meeting of the Board of Commissioners of Grand Traverse County held at the County Governmental Center, 400 Boardman Avenue, Traverse City, Michigan on \_\_\_\_\_, 2016, at \_\_:\_\_.m., Eastern Time, there were:

PRESENT:

\_\_\_\_\_

\_\_\_\_\_

ABSENT:

\_\_\_\_\_

The following preamble and resolution were offered by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_:

**AMENDED BOND RESOLUTION**

WHEREAS, this Board of Commissioners has adopted resolutions approving the East Bay Charter Township Water System Improvement Project (the "Project") for the purpose of constructing a water improvement project to serve part of the East Bay Charter Township located in Grand Traverse County, Michigan (the "Township"); and

WHEREAS, pursuant to resolutions of this Board of Commissioners and pursuant to resolutions adopted by the governing body of the Township, the County of Grand Traverse (the "County") entered into a contract dated as of December 1, 2013 with the Township and is entering into an amendment to contract dated April 1, 2016 with the Township (together the "Contract"), whereby the County agrees to acquire, construct and finance the Project at an estimated cost of not to exceed \$5,000,000 and the Township agree to pay for the cost of the Project, which is to be financed all or in part by bonds to be issued by the County (the "Bonds") up to the aggregate principal amount of \$5,000,000; and

WHEREAS, the Contract for the Project was executed between the County and the Township, showing an estimate of \$5,000,000 as the cost of constructing the Project and estimating not less than 30 years as the period of usefulness of the County's share of the Project, and has been approved by the Board of Public Works and by this Board of Commissioners of the County and by the Township and has been or will be approved; and

WHEREAS, under the Contract, the Township is to pay semi-annually to the County an amount equal to each semi-annual

installment of principal of, premium, if any, and interest on the Bonds and in addition are to pay all transfer agent and registrar fees and other bond service charges, as determined pursuant to the Contract; and

WHEREAS, the County desires to issue Bonds pursuant to Act No. 185, Michigan Public acts of 1957, as amended (the "Act"), in anticipation of the payments to be made by the Township under the Contract; and

WHEREAS, the County proposes to undertake the Project and to request the County to incur taxable or tax-exempt debt (the "Reimbursement Obligations") to finance all or a portion of the costs of the Project; and

WHEREAS, the County may make certain expenditures for said Project prior to issuance of the Reimbursement Obligations and may wish to use the proceeds of the Reimbursement Obligations to reimburse all or a portion of said expenditures; and

WHEREAS, it is in the public interest and for the public benefit that the County designate an authorized officer for the purposes of declaring official intent of the County with respect to expenditures; and

WHEREAS, this Board of Commissioners approved the Bond Resolution on November 27, 2013 regarding the East Bay Charter Township Water System Improvement Project; and

WHEREAS, it is now necessary to approve this Amended Bond Resolution in order to update the dates, years and maturities; and

WHEREAS, the County Board of Public Works has approved this resolution and recommended its adoption by the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF GRAND TRAVERSE as follows:

1. (a) Bond Details. Bonds of the County of Grand Traverse up to the aggregate principal amount of not to exceed \$5,000,000 shall be issued for the purpose of defraying part or all of the cost of acquiring and constructing the Project. The Bonds shall be issued in substantially the form of Appendix A attached hereto. The Bonds shall be known as "Grand Traverse County - East Bay Charter Township Water System Improvement Project Bonds, Series 2016" (hereafter referred to as the "Bonds") and shall be dated April 1, 2016 or such later date up to April 1, 2017 as the Director of the Department of Public Works shall order. The Bonds shall be fully registered bonds, both as to principal and interest, in any denomination which is \$5,000 or a multiple of \$5,000 up to the amount of a single maturity, and shall be numbered from 1 upwards. If the Bonds

are issued in the amount of \$5,000,000 the Bonds may mature on November 1 in each year as follows:

<u>YEAR</u>	<u>AMOUNT</u>	<u>YEAR</u>	<u>AMOUNT</u>	<u>YEAR</u>	<u>AMOUNT</u>
2016	\$200,000	2023	\$220,000	2030	\$275,000
2017	200,000	2024	230,000	2031	290,000
2018	205,000	2025	235,000	2032	300,000
2019	210,000	2026	245,000	2033	305,000
2020	215,000	2027	255,000	2034	315,000
2021	215,000	2028	265,000	2035	330,000
2022	220,000	2029	270,000		

(b) If necessary, the Bonds may be sold in two series with each series being secured by the Contract payments by the individual Township in amounts to be determined by a resolution of the Board of Public Works so long as the total of the two series does not exceed \$5,000,000.

2. Interest Payment and Date of Record for the Bonds. The Bonds shall bear interest payable November 1, 2016, and each May 1 and November 1 thereafter, until maturity, which interest rate shall not exceed 6% per annum. Interest shall be paid by check mailed by first class mail to the registered owner of each Bond as of the applicable date of record, provided, however, that the Chairman of the Board of Public Works may agree with the Bond Registrar on a different method of payment. If interest is paid differently, the Bond form attached as Appendix A and the Request for Proposal form attached as Appendix B shall be changed accordingly.

The date of record for each interest payment shall be the 15th day of the calendar month preceding the date such payment is due.

The Bonds may be offered for sale at a price of not less than 98% of the face amount thereof, and the Director of the Department of Public Works is authorized, in his or her discretion, to provide for a higher or lower minimum purchase price in the Request for Proposal of the Bonds.

3. Prior Redemption. Bonds maturing prior to November 1, 2023, shall not be subject to redemption prior to maturity. Bonds maturing on and after November 1, 2023 shall be subject to redemption in whole or in part on any date on and after November 1, 2022, and in any order, at the option of the Township, at par, plus accrued interest to the date fixed for redemption.

With respect to partial redemptions, any portion of a Bond outstanding in a denomination larger than the minimum authorized denomination may be redeemed provided such portion as well as the amount not being redeemed constitute authorized denominations. In the event that less than the entire principal amount of a Bond is called for redemption, upon surrender of the Bond to the Bond Registrar, the Bond Registrar shall

authenticate and deliver to the registered owner of the Bond a new Bond in the principal amount of the principal portion not redeemed.

Notice of redemption shall be sent to the registered holder of each Bond being redeemed by first class mail at least 30 days prior to the date fixed for redemption, which notice shall fix the date of record with respect to the redemption. Any defect in any notice shall not affect the validity of the redemption proceedings. Bonds so called for redemption provided funds are on hand with the Bond Registrar to redeem the same.

4. Bond Registrar and Paying Agent/Book Entry Depository Trust. The Board of Public Works shall designate, and may enter into an agreement with, a bond registrar and paying agent for the Bonds (sometimes referred to as the "Bond Registrar") which shall be a bank or trust company located in the State of Michigan which is qualified to act in such capacity under the laws of the United States of America or the State of Michigan. The Board of Public Works from time to time as required may designate a similarly qualified successor bond registrar and paying agent. The Bonds shall be deposited with a depository trustee designated by the Board of Public Works who shall transfer ownership of interests in the Bonds by book entry and who shall issue depository trust receipts or acknowledgments to owners of interests in the Bonds. Such book entry depository trust arrangement, and the form of depository trust receipts or acknowledgments, shall be as determined by the Chairman of the Board of Public Works after consultation with the depository trustee. The Board of Public Works is authorized to enter into any depository trust agreement on behalf of the County upon such terms and conditions as the Board of Public Works shall deem appropriate and not otherwise prohibited by the terms of this Resolution, which agreement shall be executed by the Chairman and Secretary. The depository trustee may be the same as the Bond Registrar otherwise named by the Chairman or Secretary, and the Bonds may be transferred in part by depository trust and in part by transfer of physical certificates as the Chairman or Secretary may determine.

5. Transfer or Exchange of Bonds. Any Bond shall be transferable on the bond register maintained by the Bond Registrar with respect to the Bonds at any time upon the surrender of the Bond together with an assignment executed by the registered owner or his or her duly authorized attorney in form satisfactory to the Bond Registrar. Upon receipt of a properly assigned Bond the Bond Registrar shall authenticate and deliver a new Bond or Bonds in equal aggregate principal amount and like interest rate and maturity to the designated transferee or transferees.

Bonds may likewise be exchanged at any time for one or more other Bonds with the same interest rate and maturity in authorized denominations aggregating the same principal amount

as the Bond or Bonds being exchanged. Such exchange shall be effected by surrender of the Bond to be exchanged to the Bond Registrar with written instructions signed by the registered owner of the Bond or his or her attorney in form satisfactory to the Bond Registrar. Upon receipt of a Bond with proper written instructions the Bond Registrar shall authenticate and deliver a new Bond or Bonds to the registered owner of the surrendered Bond or his or her properly designated transferee or transferees or attorney.

The Bond Registrar is not required to honor any transfer or exchange of Bonds during the 15 days preceding an interest payment date. Any service charge made by the Bond Registrar for any such registration, transfer or exchange shall be paid for by the County, subject, however to reimbursement by the Township pursuant to the Contract. The Bond Registrar may, however, require payment by a bondholder of a sum sufficient to cover any tax or other governmental charge payable in connection with any such registration, transfer or exchange.

6. a. Reduction in Aggregate Amount of Bonds. In the event it shall be necessary to delay a part of the Project or it shall be determined by the Director of the Department of Public Works (the "Director") after this Resolution is adopted that the Project cost shall be less than the estimate, the Director shall reduce the principal amount of the Bonds by \$5,000 denominations, one such denomination for each maturity in any order to the extent required to avoid the issuance of more Bonds than will be required in light of the bids received, and the Request for Proposal shall be correspondingly altered.

b. Capitalized Interest. Up to twelve months of interest on the bonds may be capitalized if so ordered by the Director of the Department of Public Works.

7. Execution and Delivery. The Chairman of the Board of Commissioners and the County Clerk of the County are authorized and directed to execute the Bonds for and on behalf of the County by manually executing the same or by causing facsimile signatures of the Chairman of the Board of Commissioners and of the County Clerk to be affixed, provided in the latter instance the Bonds are thereafter authenticated by the Bond Registrar. The Bonds shall be sealed with the County seal or a facsimile of the County seal. Upon the execution of the Bonds they shall be delivered to the Treasurer of the County, who is authorized and directed to deliver the Bonds to the purchaser upon receipt in full of the purchase price.

8. Full Faith and Credit of Township and County. The Bonds are to be issued pursuant to the provisions of the Act in anticipation of the payments to become due to the County from the Township under the Contract. Such payments are supported by a pledge of the full faith and credit of the Township. The full faith and credit of the County is hereby pledged for the prompt

payment of the principal of, premium, if any, and interest on the Bonds as the same shall become due. The ability of the Township and the County to raise funds with which to meet such full faith and credit pledge is subject to applicable statutory and constitutional tax limitations.

Once the Bonds have been issued by the County the Township shall be responsible for the debt service on the Bonds. The payments shall be due on such dates semiannually as the County shall designate sufficiently in advance of each payment date to permit the funds to be on hand at the County in time to make each bond payment.

9. Bond Payment Fund. All moneys paid to the County by the Township toward the cost of the Project pursuant to the Contract, shall be set aside by the County in a Bond Payment Fund to be used solely for the payment of the principal of, premium, if any, and interest on the Bonds and expenses incidental thereto. From the proceeds of the sale of the Bonds, there shall be deposited in the Bond Payment Fund any premium and accrued interest received from the purchaser of the Bonds as well as any capitalized interest on the Bonds.

10. Construction Fund. There is hereby established a Construction Fund into which all proceeds of the borrowings shall be deposited, except (a) capitalized interest on the Bonds, if any, and (b) any premium and accrued interest received from the purchaser of the Bonds. The Construction Fund shall be used to acquire and construct the Project.

11. Approval of the Department of Treasury. If it is necessary for the issuance and sale of the Bonds to be approved by the Michigan Department of Treasury, as required by law, and the Chief Administrative Officer of the County is hereby authorized to make application to the Department of Treasury for permission to issue and sell the Bonds, to pay the related fee and to provide any other necessary documentation.

12. Mutilated, Lost, Stolen or Destroyed Bonds. In the event any Bond is mutilated, lost, stolen or destroyed, the Chairman of the Board of Commissioners and the County Clerk may, on behalf of the County, execute and deliver, or order the Bond Registrar to authenticate and deliver, a new Bond having a number not then outstanding, of like date, maturity and denomination as that mutilated, lost, stolen or destroyed.

In the case of a mutilated Bond, a replacement Bond shall not be delivered unless and until such mutilated Bond is surrendered to the Bond Registrar. In the case of a lost, stolen or destroyed Bond a replacement Bond shall not be delivered unless and until the County and the Bond Registrar shall have received such proof of ownership and loss and indemnity as they determine to be sufficient, which shall consist at least of (i) a lost instrument bond for principal and

interest remaining unpaid on the lost, stolen or destroyed bond, (ii) an affidavit of the registered owner (or his or her attorney) setting forth ownership of the Bond lost, stolen or destroyed and the circumstances under which it was lost, stolen or destroyed, (iii) the agreement of the owner of the Bond (or his or her attorney) to fully indemnify the County and the Bond Registrar against loss due to the lost, stolen or destroyed bond and the issuance of any replacement Bond in connection therewith, and (iv) the agreement of the owner of the Bond (or his or her attorney) to pay all expenses of the County and the Bond Registrar in connection with the replacement, including the transfer and exchange costs which otherwise would be paid by the County.

13. Arbitrage and Tax Covenants. Notwithstanding any other provision of this Resolution, the County covenants that it will not at any time or times:

(a) Permit any proceeds of the Bonds or any other fund of the County or under its control to be used directly or indirectly (i) to acquire any securities or obligations, the acquisition of which would cause any Bond to be an "arbitrage bond" as defined in Section 148 of the Internal Revenue Code of 1986, as amended (the "Code"), or (ii) in a manner which would result in the exclusion of any Bond from the treatment afforded by Section 103(a) of the Code by reason of the classification of any Bond as a bond which is not a qualified bond within the meaning of Section 141(e) of the Code or as an obligation guaranteed by the United States of America within the meaning of Section 149(b) of the Code; or

(b) Take any action, or fail to take any action (including failure to file any required information or other returns with the United States Internal Revenue Service or to rebate amounts to the United States, if required, at or before the time or times required), within its control which action or failure to act would (i) cause the interest on the Bonds to be includible in gross income for federal income tax purposes or cause the proceeds of the Bonds to be used directly or indirectly by an organization described in Section 501(c)(3) of the Code, or (ii) adversely affect the exemption of the Bonds and the interest thereon from the State of Michigan income taxation.

14. Qualification of Bonds. The Bonds are designated as "qualified tax-exempt obligations" for purposes of deduction of interest expense by financial institutions under the provisions of Section 265 of the Code, unless, at the time the Request for Proposal is circulated, the Bonds have been determined to be ineligible to be so designated on the basis of the County's reasonable expectations at the time of such circulation. In such event, the Request for Proposal shall be changed appropriately and the Bonds shall there be so designated.

15. Negotiated Sale - Request for Proposal. The County hereby determines that in order to save the cost of publication of an official Notice of Sale that it will sell the bonds at a negotiated sale after solicitation of proposals from prospective purchasers by its Financial Consultant. The County's Financial Consultant is authorized to solicit proposals from at least twenty-five prospective purchasers and to circulate a Request for Proposal at least seven days prior to the date fixed for receipt of proposals for the purchase of the Bonds. The Request for Proposal shall be in substantially the form attached to this resolution as Appendix B with such changes therein as are not inconsistent with this resolution and as are approved by the County Treasurer after conferring with Bond Counsel. Once all proposals are received the Director of Public Works, or his or her designee, shall determine the lowest true interest cost proposed and thereafter award the Bonds to the proposer meeting that criteria. The Financial Consultant is hereby designated to act for and on behalf of the County to receive proposals for the purchase of the Bonds and to take all other steps necessary in connection with the sale and delivery thereof.

16. Defeasance. If the whole amount of the principal of and premium, if any, and interest due and payable upon all outstanding Bonds shall be paid, or if sufficient moneys, or Government Obligations not callable prior to maturity, the principal of and interest on which, when due and payable will provide such sufficient moneys, shall be deposited with and held by a trustee for the purpose of paying principal of and premium, if any, and interest due and payable upon all outstanding Bonds, if all outstanding Bonds to be redeemed prior to maturity shall have been duly called for redemption or irrevocable instructions to call such Bonds for redemption shall have been given to such trustee, then the right, title and interest of the holders of the Bonds shall thereupon cease, terminate and become void and the County shall be released from the obligations of this resolution and any moneys or other funds held pursuant to this resolution for the purpose of paying principal of a premium, if any, and interest on the Bonds then outstanding (other than the aforementioned funds on deposit with the trustee for redemption of the outstanding Bonds) shall be released from the conditions of this resolution and paid over to the County and considered excess proceeds of the Bonds. In the event Government Obligations shall be deposited with and held by the trustee as herein above provided, the trustee shall within 30 days after such Government Obligations or moneys shall have been deposited with it, cause a notice signed by the trustee to be published once in a newspaper of general circulation in the City of Detroit, Michigan, setting forth (a) the date or dates, if any, designated for the redemption of the Bonds, (b) a description of the Government Obligations and moneys so held by it, and (c) that this resolution has been released in accordance with the provisions of this Section. All moneys and Government Obligations held by such trustee pursuant to this Section shall be held in trust and applied to the payment, when due, of the



obligations payable therewith as provided herein above. As used herein the term "Government Obligations" means direct obligations of, or obligations the principal of and interest on which are unconditionally guaranteed by, the United States of America.

17. Reimbursement. (a) The Treasurer of the County is hereby authorized to declare official intent of the County with respect to reimbursement or expenditures incurred prior to issuance of the Bonds.

(b) Each declaration of official intent shall be substantially in the form set forth in Appendix C attached hereto and by this reference incorporated herein, and said form may be modified from time to time on the advice of bond counsel to the County and as necessary to conform to requirements of our reimbursement regulations as the same may be adopted by the Internal Revenue Service or amended from time to time, or with the requirements of applicable rulings or regulations relating to tax-exempt borrowings.

(c) The official making the declaration is hereby directed to file each declaration of official intent in the office of the Grand Traverse County Clerk, 400 Boardman Avenue, Traverse City, Michigan, which location constitutes the customary location of the records of the Township which are available to the general public.

(d) The County Clerk is further directed to assure that each declaration of intent is continuously available during normal business hours of the County on every business day of the period beginning the earlier of 10 days after the date of execution of said declaration of intent and ending on the date of issuance of the Reimbursement Obligations.

18. Retention of Bond Counsel. The firm of Axe & Ecklund, P.C., attorneys, of Grosse Pointe Farms, Michigan, is hereby retained to act as bond counsel for the County in connection with the issuance and sale of the Bonds.

19. Retention of Financial Consultant. The firm of Municipal Financial Consultants Incorporated, Grosse Pointe Farms, Michigan, is hereby retained to act as financial consultant and advisor for the County in connection with the issuance and sale of the Bonds.

20. Rescission of Bond Resolution. The Bond Resolution approved by this Board of Commissioners on November 27, 2013 is hereby rescinded.

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A vote on the foregoing resolution was taken and was as follows:

YES:

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NO:

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ABSTAIN:

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The Resolution was declared adopted.

**CERTIFICATION**

The undersigned, being the duly qualified and acting Clerk of the County of Grand Traverse, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Board of Commissioners of the County at a \_\_\_\_\_ meeting held on \_\_\_\_\_, 2016, at which meeting a quorum was present and remained throughout, (2) that an original thereof is on file in the records of the County, (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended), and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

\_\_\_\_\_  
Grand Traverse County Clerk

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APPENDIX A

[FORM OF BOND]

UNITED STATES OF AMERICA-STATE OF MICHIGAN  
COUNTY OF GRAND TRAVERSE

GRAND TRAVERSE COUNTY -  
EAST BAY CHARTER TOWNSHIP WATER SYSTEM  
IMPROVEMENT PROJECT BOND, SERIES 2016

RATE                      MATURITY DATE                      DATE OF ISSUANCE  
CUSIP

\_\_\_\_\_ 1, \_\_\_\_\_

=====

=  
REGISTERED OWNER:

PRINCIPAL AMOUNT:

=====

=

FOR VALUE RECEIVED, the County of Grand Traverse, State of Michigan (the "County"), hereby acknowledges itself indebted and promises to pay (but only from the sources referred to herein) on the Maturity Date specified above, unless paid prior thereto as hereinafter provided, to the Registered Owner specified above or its registered assigns, the Principal Amount specified above upon presentation and surrender of this Bond at the principal corporate trust office of \_\_\_\_\_, Michigan, as paying agent and bond registrar (the "Bond Registrar"), together with interest thereon to the Registered Owner of this Bond, as shown on the books of the County maintained by the Bond Registrar, on the applicable date of record from the Date of Issuance specified above, or such later date through which interest has been paid, at the Rate per annum specified above, commencing \_\_\_\_\_ 1, \_\_\_\_\_, and semiannually thereafter on the first day of \_\_\_\_\_ and \_\_\_\_\_ in each year to and including the Maturity Date or earlier redemption of this Bond. The date of record for each payment of interest shall be the 15th day of the month preceding the date such payment is due. Interest is payable by check or draft mailed by the Bond Registrar to the Registered Owner at the address shown on the books of the County maintained by the Bond Registrar on the applicable date of record and shall be calculated on the basis of a 360-day year consisting of twelve (12) thirty (30) day months.

This Bond is one of a series of bonds of like date and tenor except as to denomination, date of maturity and interest rate, numbered from 1 upwards, aggregating the principal sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_), issued by the County, pursuant to and in full conformity with the Constitution and Statutes of the State of Michigan (especially Act No. 185, Michigan Public Acts of 1957, as amended), for the

purpose of defraying the cost of acquiring and constructing a water improvement project serving the East Bay Charter Township located in Grand Traverse County, Michigan (the "Township") (the "Project") which serves the Township.

This Bond and the series of which this is one are payable as to principal, premium, if any, and interest from moneys to be paid to the County by the Township pursuant to the Contract dated as of \_\_\_\_\_ 1, \_\_\_\_\_ (the "Contract"), between the County and the Township, whereby the Township agree to pay to the County the cost of that part of the Project financed by the bonds in semiannual installments equal to the principal of, premium, if any, interest and service charges on the bonds. The full faith and credit of the Township is pledged for the prompt payment of their obligations pursuant to the Contract. Pursuant to the resolution authorizing the issuance of this series of bonds, the full faith and credit of the County has also been pledged for the prompt payment of the principal of, premium, if any, and interest on the bonds of this series. The ability of the Township and the County to raise funds with which to meet such full faith and credit pledge is subject to applicable statutory, constitutional and charter tax limitations.

Once the Bond has been issued by the County the Township shall be responsible for the debt service on the Bond. The payments shall be due on such dates semiannually as the County shall designate sufficiently in advance of each payment date to permit the funds to be on hand at the County in time to make each bond payment.

Bonds maturing prior to \_\_\_\_\_ 1, \_\_\_\_\_ shall not be subject to redemption prior to maturity. Bonds maturing on or after \_\_\_\_\_ 1, \_\_\_\_\_ shall be subject to redemption prior to maturity at the option of the County, subject to the rights and direction of the Township as set forth in the Contract, in any order, in whole or in part, on any date on or after \_\_\_\_\_ 1, \_\_\_\_\_. Bonds so called for redemption shall be redeemed at par, plus accrued interest to the date fixed for redemption.

With respect to partial redemptions, any portion of a bond outstanding in a denomination larger than the minimum authorized denomination may be redeemed provided such portion as well as the amount not being redeemed each constitutes an authorized denomination. In the event that less than the entire principal amount of a bond is called for redemption, upon surrender of the bond to the Bond Registrar, the Bond Registrar shall authenticate and deliver to the Registered Owner of the bond a new bond in the principal amount of the principal portion not redeemed.

Notice of redemption shall be sent to the registered holder of each bond being redeemed by first class mail at least thirty (30) days prior to the date fixed for redemption, which notice shall fix the date of record with respect to the redemption, if

different than otherwise provided in the resolution authorizing the issuance of the bonds. Any defect in such notice shall not affect the validity of the redemption proceedings. Bonds so called for redemption shall not bear interest after the date fixed for redemption, provided funds are on hand with the Bond Registrar to redeem the same.

This Bond shall be transferable on the books of the County maintained by the Bond Registrar upon surrender of this Bond to the Bond Registrar together with an assignment executed by the Registered Owner or his or her duly authorized attorney in form satisfactory to the Bond Registrar. Upon receipt of a properly assigned bond, the Bond Registrar shall authenticate and deliver a new bond or bonds in authorized denominations in equal aggregate principal amount and like interest rate and maturity to the designated transferee or transferees.

This Bond may likewise be exchanged for one or more other bonds with the same interest rate and maturity in authorized denominations aggregating the same principal amount as the bond or bonds being exchanged. Such exchange shall be effected by surrender of the bond to be exchanged to the Bond Registrar with written instructions signed by the Registered Owner of the bond or his or her attorney in form satisfactory to the Bond Registrar. Upon receipt of a bond with proper written instructions the Bond Registrar shall authenticate and deliver a new bond or bonds to the Registered Owner of the bond or his or her properly designated transferee or transferees or attorney.

The Bond Registrar is not required to honor any transfer or exchange of bonds during the fifteen (15) days preceding an interest payment date. Any service charge made by the Bond Registrar for any such registration, transfer or exchange shall be paid for by the County, unless otherwise agreed upon by the County and the Bond Registrar. The Bond Registrar may, however, require payment by a bondholder of a sum sufficient to cover any tax or other governmental charge payable in connection with any such registration, transfer or exchange.

This Bond and the bonds of this series have \_\_\_ been designated as "qualified tax-exempt obligations" for purposes of Paragraph 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit until the certificate of authentication hereon has been duly executed by the Bond Registrar, as authenticating agent.

It is hereby certified, recited and declared that all things, conditions and acts required to exist, happen and be performed precedent to and in connection with the issuance of this Bond and the other bonds of this series, existed, have happened and have been performed in due time, form and manner as

A-13

required by the Constitution and Statutes of the State of Michigan, and that the total indebtedness of the County, including this series of bonds, does not exceed any constitutional or statutory limitation.

IN WITNESS WHEREOF, the County of Grand Traverse, State of Michigan by its Board of Commissioners, has caused this Bond to be executed in its name with the facsimile signatures of the Chairman of its Board of Commissioners and its County Clerk, has caused a facsimile of its seal to be affixed hereto and has caused this Bond to be authenticated by the Bond Registrar, as the County's authenticating agent, all as of the Date of Issuance set forth above.

COUNTY OF GRAND TRAVERSE

By: Chairman of the Board of  
Commissioners

[SEAL]

By: County Clerk

DATE OF AUTHENTICATION:

**BOND REGISTRAR'S CERTIFICATE OF AUTHENTICATION**

This Bond is one of the series of bonds designated "Grand Traverse County - East Bay Charter Township Water System Improvement Project Bonds, Series 2016."

By: \_\_\_\_\_, Michigan  
as Bond Registrar and Authenticating Agent  
Authorized Representative

**ASSIGNMENT**

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_ this Bond and all rights hereunder and hereby irrevocably constitutes and appoints \_\_\_\_\_ attorney to transfer this Bond on the books kept for registration thereof with full power of substitution in the premises.

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

Signature:

Notice: The signature(s) to this assignment must correspond with the name as it appears upon the face of this Bond in every particular, without alteration or enlargement or any change whatsoever.

Signature Guaranteed:

Signature(s) must be guaranteed by an eligible guarantor institution participating in a Securities Transfer Association recognized signature guarantee program.

The transfer agent will not effect transfer of this Bond unless the information concerning the transferee requested below is provided:

Name and Address: \_\_\_\_\_  
\_\_\_\_\_

(Include information for all joint owners if bond is held by joint account)

PLEASE INSERT SOCIAL SECURITY NUMBER OR OTHER IDENTIFYING NUMBER OF TRANSFEREE

(Insert number for first named transferee if held by joint account)

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[FORM OF REQUEST FOR PROPOSAL]  
REQUEST FOR PROPOSAL

NOT TO EXCEED \$5,000,000  
COUNTY OF GRAND TRAVERSE  
STATE OF MICHIGAN  
GRAND TRAVERSE COUNTY -  
EAST BAY CHARTER TOWNSHIP WATER SYSTEM  
IMPROVEMENT PROJECT BONDS, SERIES 2016

SEALED OR ELECTRONIC PROPOSALS: Sealed written proposals for the purchase of the bonds described herein (the "Bonds") will be received by the undersigned, on behalf of the County of Grand Traverse Department of Public Works (the "County"), at the office of the Director of the Grand Traverse County Department of Public Works, County Governmental Center, 400 Boardman Avenue, Traverse City, Michigan 49685 on \_\_\_\_\_, \_\_\_\_\_, until \_\_\_\_:\_\_\_\_.m., Eastern \_\_\_\_\_ Time, at which time and place the proposals will be publicly opened and read.

In the alternative, sealed written proposals In the alternative, sealed proposals will also be received on the same date and until the same time by an agent of the undersigned at the office of the Municipal Advisory Council of Michigan, Buhl Building, 535 Griswold, Suite 1850, Detroit, Michigan 48226, where they will be publicly opened simultaneously. Proposals received at Traverse City, Michigan will be read first followed by the proposals received at the alternate location. Proposers may choose either location to present proposals and good faith checks, but not both locations.

Any proposer may submit a proposal in person to either proposing location. However, no proposer is authorized to submit a FAX proposal to Traverse City, Michigan.

Also in the alternative, electronic proposals will also be received on the same date and until the same time by an agent of the undersigned Bidcomp/Parity. Further information about Bidcomp/Parity, including any fee charged, may be obtained from Bidcomp/Parity, Eric Washington, 1359 Broadway, 2<sup>nd</sup> Floor, New York, New York 10018, (212) 849-5021.

If any provision of this Request for Proposal shall conflict with information provided by Bidcomp/Parity as the approved provider of electronic proposing services, this Request for Proposal shall control.

The Bonds will be awarded or all proposals will be rejected by the County at a meeting to be held within twenty-four hours of the sale.



**BOND DETAILS:** The Bonds will be fully registered bonds, both as to principal and interest, in any one or more denominations of \$5,000 or a multiple of \$5,000, not exceeding the aggregate principal amount for each maturity, dated \_\_\_\_\_ 1, \_\_\_\_\_, numbered from 1 upwards and will bear interest from their date of issuance payable on \_\_\_\_\_ 1, \_\_\_\_\_ and semiannually thereafter on each \_\_\_\_\_ 1 and \_\_\_\_\_ 1 and until maturity. The Bonds will mature on \_\_\_\_\_ 1 of each year as follows:

<u>YEAR</u>	<u>AMOUNT</u>	<u>YEAR</u>	<u>AMOUNT</u>	<u>YEAR</u>	<u>AMOUNT</u>
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**PRIOR REDEMPTION:** Bonds maturing prior to \_\_\_\_\_ 1, \_\_\_\_\_, shall not be subject to redemption prior to maturity. Bonds maturing on and after \_\_\_\_\_ 1, \_\_\_\_\_ shall be subject to redemption in whole or in part on any date on and after \_\_\_\_\_ 1, \_\_\_\_\_, and in any order, at the option of the Township, at par, plus accrued interest to the date fixed for redemption.

With respect to partial redemptions, any portion of a bond outstanding in a denomination larger than the minimum authorized denomination may be redeemed provided such portion as well as the amount not being redeemed each constitutes an authorized denomination. In the event that less than the entire principal amount of a bond is called for redemption, upon surrender of the bond to the bond registrar, the bond registrar shall authenticate and deliver to the registered owner of the bond a new bond in the principal amount of the principal portion not redeemed.

Notice of redemption shall be sent to the registered holder of each bond being redeemed by first class mail at least 30 days prior to the date fixed for redemption, which notice shall fix the date of record with respect to the redemption, if different than otherwise provided in the Bond Resolution. Any defect in such notice shall not affect the validity of the redemption proceedings. Bonds so called for redemption shall not bear interest after the date fixed for redemption, provided funds are on hand with the bond registrar to redeem the same.

**INTEREST RATE AND PROPOSING DETAILS:** The Bonds shall bear interest at a rate or rates not exceeding \_\_\_% per annum, to be fixed by the proposals therefor, expressed in multiples of 1/8 or 1/20 of 1%, or both. The interest on any one bond shall be at one rate only and all bonds maturing in any one year must carry the same interest rate. THE INTEREST RATE BORNE BY BONDS MATURING IN ANY YEAR SHALL NOT BE AT A RATE LOWER THAN THE RATE BORNE BY BONDS MATURING IN ANY PRECEDING YEAR. No proposal for the purchase of less than all of the Bonds, at a price less than \_\_\_% of their par value or at an interest rate or rates that

will result in a net interest cost of more than    % per annum, will be considered.

**TERM BOND OPTION:** Bonds maturing in the years       , inclusive, are eligible for designation by the original purchaser at the time of sale as serial Bonds or term Bonds, or both. There may be more than one Term Bond maturity. However, principal maturities designated as Term Bonds shall be subject to mandatory redemption, in part, by lot, at par and accrued interest on        1st of the year in which the Bonds are presently scheduled to mature. Each maturity of Term Bonds and Serial Bonds must carry the same interest rate. Any such designation must be made at the time the proposals are submitted.

**BOOK-ENTRY-ONLY:** The Bonds will be issued in book-entry-only form as one fully-registered bond per maturity and will be registered in the name of Cede & Co., as nominee for The Depository Trust Company, ("DTC"), New York, New York. DTC will act as securities depository for the Bonds. Purchase of the Bonds will be made in book-entry-only form, in the denomination of \$5,000 or any multiple thereof. Purchasers will not receive certificates representing their interest in Bonds purchased. The book-entry-only system is described further in the nearly final official statement for the Bonds.

**BOND REGISTRAR, PAYING AGENT AND DATE OF RECORD:**        has been selected as bond registrar and paying agent (the "Bond Registrar") for the Bonds. The Bond Registrar will keep records of the registered holders of the Bonds, serve as transfer agent for the Bonds, authenticate the original and any re-issued bonds and pay interest by check or draft mailed to the registered holders of the Bonds as shown on the registration books of the County kept by the Bond Registrar on the applicable date of record. The date of record for each interest payment shall be the 15th day of the month before such payment is due. The principal of and redemption premium, if any, on the Bonds will be paid when due upon presentation and surrender thereof to the Bond Registrar. As long as DTC, or its nominee Cede & Co., is the registered owner of the Bonds, payments will be made directly to such registered owner. Disbursement of such payments to DTC participants is the responsibility of DTC and disbursement of such payments to the beneficial owners of the Bonds is the responsibility of DTC participants and indirect participants as described in the nearly final official statement for the Bonds. The County may from time to time as required designate a successor bond registrar and paying agent.

**PURPOSE AND SECURITY:** The Bonds are to be issued pursuant to the provisions of Act No. 185, Public Acts of Michigan, 1957, as amended (the "Act"), to defray part of the cost of acquiring and constructing a water improvement project serving the East Bay Charter Township located in the Grand Traverse County, Michigan (the "Township") (the "Project"). The Bonds are to be issued in

anticipation of, and are primarily payable from, payments to be made by the Township pursuant to certain Contract between the County of Grand Traverse (the "County") and the East Bay Charter Township dated as of \_\_\_\_\_ 1, \_\_\_\_\_ (the "Contract"), wherein the Township agree to pay to the County the cost of that part of the Project financed by the Bonds in semiannual installments equal to the principal of, interest and service charges on the Bonds of this issue. The full faith and credit of the Township and the County have been pledged for the making of such payments. THE ABILITY OF THE TOWNSHIP AND THE COUNTY TO RAISE FUNDS WITH WHICH TO MEET SUCH FULL FAITH AND CREDIT PLEDGE IS SUBJECT TO APPLICABLE STATUTORY, CONSTITUTIONAL AND CHARTER TAX LIMITATIONS. Once the Bonds have been issued by the County the Township shall be responsible for the debt service on the Bonds. The payments shall be due on such dates semiannually as the County shall designate sufficiently in advance of each payment date to permit the funds to be on hand at the County in time to make each bond payment.

**BOND INSURANCE AT PURCHASER'S OPTION:** If the Bonds qualify for issuance of any policy of municipal bond insurance or commitment therefor at the option of the proposer/purchaser, the purchase of any such insurance policy or the issuance of any such commitment shall be at the option and expense of the purchaser of the Bonds. Any increased costs of issuance of the Bonds resulting from such purchase of insurance shall be paid by the purchaser. Any additional rating agency fees shall be the responsibility of the purchaser. FAILURE OF THE MUNICIPAL BOND INSURER TO ISSUE THE POLICY AFTER THE BONDS HAVE BEEN AWARDED TO THE PURCHASER SHALL NOT CONSTITUTE CAUSE FOR FAILURE OR REFUSAL BY THE PURCHASER TO ACCEPT DELIVERY OF THE BONDS FROM THE COUNTY.

**GOOD FAITH:** A certified or cashier's check drawn upon an incorporated bank or trust company or a wire transfer in an amount equal to 2% (\$\_\_\_\_\_) of the face amount of the Bonds, and payable to the order of the County will be required of the successful proposer as a guarantee of good faith on the part of the proposer, to be forfeited as liquidated damages if such proposal be accepted and the proposer fails to take up and pay for the Bonds. If a check is used, it must accompany each proposal. If a wire transfer is used, the successful proposer is required to wire the good faith deposit not later than Noon, prevailing Eastern Time, on the next business day following the sale using the wire instructions provided by Municipal Financial Consultants Incorporated. The good faith deposit will be applied to the purchase price of the Bonds. No interest shall be allowed on the good faith checks, and checks of each unsuccessful proposer will be promptly returned to such proposer's representative or by registered mail. The good faith check of the successful proposer will be cashed immediately, in which event, payment of the balance of the purchase price of the Bonds shall be made at the closing.

**AWARD OF THE BONDS - TRUE INTEREST COST:** The Bonds will be awarded to the proposer whose proposal produces the lowest true interest cost determined in the following manner: the lowest true interest cost will be the single interest rate (compounded on \_\_\_\_\_ 1, \_\_\_\_\_ and semi-annually thereafter) necessary to discount the debt service payments from their respective payment dates to \_\_\_\_\_ 1, \_\_\_\_\_ in an amount equal to the price proposed, excluding accrued interest. \_\_\_\_\_, \_\_\_\_\_ is the anticipated date of delivery of the Bonds.

**LEGAL OPINION:** Proposals shall be conditioned upon the approving opinion of Axe & Ecklund, P.C., Grosse Pointe Farms, Michigan (the "Bond Counsel"), a copy of which will be printed on the reverse side of each bond and the original of which will be furnished without expense to the purchaser of the Bonds at the delivery thereof. The fees of Bond Counsel for its services in connection with such approving opinion are expected to be paid from bond proceeds. Except to the extent necessary to issue such opinion and as described in the official statement, Bond Counsel has not been requested to examine or review, and has not examined or reviewed, any financial documents, statements or other materials that have been or may be furnished in connection with the authorization, marketing or issuance of the Bonds and, therefore, has not expressed and will not express an opinion with respect to the accuracy or completeness of the official statement or any such financial documents, statements or materials.

**TAX MATTERS:** In the opinion of Bond Counsel, subject, however to certain qualifications described herein, under existing law, the interest on the Bonds is excluded from gross income for federal income tax purposes, such interest is not an item of tax preference for purposes of the federal alternative minimum tax imposed on individuals and corporations, although for the purpose of computing the alternative minimum tax imposed on certain corporations, such interest is taken into account in determining certain income and earnings. In the further opinion of Bond Counsel, the Bonds and the interest thereon are exempt from all taxation in the State of Michigan except inheritance and estate taxes and taxes on gains realized from the sale, payment or other disposition thereof.

THE BONDS HAVE \_\_\_\_\_ BEEN DESIGNATED AS "QUALIFIED TAX-EXEMPT OBLIGATIONS" WITHIN THE MEANING OF SECTION 265 (b) (3) OF THE INTERNAL REVENUE CODE OF 1986.

**CERTIFICATE REGARDING "ISSUE PRICE":** The Purchaser will be required, as a condition of delivery of the Bonds, to certify the "issue price" of the Bonds within the meaning of Section 1273 of the Code, which will include a representation that at least 10 percent of each maturity of the Bonds has been sold to the public (excluding bond houses, brokers or similar persons or organizations acting in the capacity of underwriters or

wholesalers) at a price not exceeding the stated initial offering price. In addition, if the successful proposer will obtain a municipal bond insurance policy or other credit enhancement for the Bonds in connection with their original issuance, the successful proposer will be required, as a condition of delivery of the Bonds, to certify that the premium therefor will be less than the present value of the interest expected to be saved as a result of such insurance or other credit enhancement. The form of an acceptable certificate will be provided by bond counsel.

**DELIVERY OF BONDS:** The County will furnish bonds ready for execution at its expense. Bonds will be delivered without expense to the purchaser. The usual closing documents, including a certificate that no litigation is pending affecting the issuance of the Bonds, will be delivered at the time of delivery of the Bonds. If the Bonds are not tendered for delivery by twelve o'clock noon, Eastern Time, on the 45th day following the date of sale or the first business day thereafter if the 45th day is not a business day, the successful proposer may on that day, or any time thereafter until delivery of the Bonds, withdraw its proposal by serving written notice of cancellation on the undersigned, in which event the County shall promptly return the good faith deposit. Payment for the Bonds shall be made in Federal Reserve Funds. Accrued interest to the date of delivery of the Bonds shall be paid by the purchaser at the time of delivery.

**UNDERTAKING TO PROVIDE CONTINUING DISCLOSURE:** If necessary, in order to assist proposers in complying with SEC Rule 15c2-12, as amended, the County and the Township will covenant to undertake (pursuant to resolutions adopted or to be adopted by their governing boards), to provide annual reports and timely notice of certain events for the benefit of beneficial owners of the Bonds. The details and terms of the undertaking are set forth in a Continuing Disclosure Certificate to be executed and delivered by the County and the Township, a form of which is included in the nearly final official statement and in the final official statement.

**OFFICIAL STATEMENT:**

**Hard Copy**

A copy of the nearly final official statement (the "Nearly Final Official Statement") may be obtained by contacting Municipal Financial Consultants Incorporated at the address listed below. The Nearly Final Official Statement is in a form deemed final as of its date by the County for purposes of SEC Rule 15c2-12(b)(1), but is subject to revision, amendment and completion of a final official statement (the "Final Official Statement"). The successful proposer shall supply to the County within twenty-four hours (24) after the award of the Bonds, all pricing information and any underwriter identification

determined by Bond Counsel to be necessary to complete the Final Official Statement.

Internet

In addition, the County has authorized the preparation and distribution of a Nearly Final Official Statement containing information relating to the Bonds via the Internet. The Nearly Final Official Statement can be viewed and downloaded at www.i-dealprospectus.com/pdf.asp?doc=\_\_\_\_\_ or at www.tm3.com.

The County will furnish to the successful proposer, at no cost, 100 copies of the Final Official Statement within seven (7) business days after the award of the Bonds. Additional copies will be supplied upon the proposer's agreement to pay the cost incurred by the County for those additional copies.

The County shall deliver, at closing, an executed certificate to the effect that as of the date of delivery the information contained in the Final Official Statement, including revisions, amendments and completions as necessary, relating to the County and the Bonds is true and correct in all material respects, and that such Final Official Statement does not contain any untrue statement of a material fact or omit to state a material fact necessary to make statements therein, in light of the circumstances under which they were made, not misleading.

**CUSIP NUMBERS:** It is anticipated that CUSIP numbers will be printed on the Bonds, but neither the failure to print such numbers nor any improperly printed number shall constitute cause for the purchaser to refuse to accept delivery of, or to pay for, the Bonds. All expenses for printing CUSIP numbers on the Bonds will be paid by the County, except that the CUSIP Service Bureau charge for the assignment of such numbers shall be the responsibility of and paid for by the purchaser.

**ADDITIONAL INFORMATION:** Further information may be obtained from the undersigned at the address specified above or from Meredith A. Shanle, Municipal Financial Consultants Incorporated, 21 Kercheval Avenue, Suite 360, Grosse Pointe Farms, Michigan 48236, telephone (313) 884-9824.

**THE RIGHT IS RESERVED TO REJECT ANY OR ALL PROPOSALS.**

**ENVELOPES:** Envelopes containing the proposals should be plainly marked "Proposal for the Grand Traverse County - East Bay Charter Township Water System Improvement Project Bonds, Series 2016."

\_\_\_\_\_, Director of Public Works  
County of Grand Traverse

las.r4-gral37

**FORM OF DECLARATION  
OF OFFICIAL INTENT**

I, the undersigned \_\_\_\_\_ of the County of Grand Traverse, Michigan, do hereby certify as follows:

1. I am an officer of the County authorized to declare official intent of the County to reimburse expenditures made, prior to the issuance of debt, from the proceeds of said debt.

2. This Declaration relates to the following expenditures (the "Expenditures"):

<u>Amount</u>	<u>General Purpose</u>
---------------	------------------------

3. The Expenditures are with respect to property (the "Property") having:

(A) the following general character, type or purpose:

\_\_\_\_\_  
\_\_\_\_\_;

(B) the following size, quantity or cost: \_\_\_\_\_;

and

(C) a reasonably expected economic life at least one (1) year.

4. I understand that a substantial deviation between the above description of the Property for which the Expenditures are being made and the actual Property which is acquired or constructed will invalidate this declaration of official intent with the result that any proceeds of tax-exempt debt which are used to reimburse for the Expenditures will not be deemed to have been expended upon such reimbursement.

5. The County intends to reimburse the Expenditures by incurring taxable or tax-exempt debt (the "Reimbursement Obligations").

6. The expected source of funds that will be used to pay the Expenditures is as follows: \_\_\_\_\_



7. The expected source of funds to be used to pay debt service on the Reimbursement Obligation is as follows:

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8. This declaration of intent is consistent with the budgetary and financial circumstances of the County as of the date hereof in that there are no funds which are now or are reasonably expected to be, (A) allocated on a long-term basis, (B) reserved, or (C) otherwise available pursuant to the County's budget, to pay the Expenditure.

9. The County does not have a pattern of failure to reimburse expenditures for which official intent has been declared in that at least seventy-five percent (75%) of all expenditures made after \_\_\_\_\_, for which the County has declared an intent to reimburse from the proceeds of taxable or tax-exempt debt have been, or are expected to be, so reimbursed.

10. I acknowledge that in the event that the County fails to use the proceeds of Reimbursement Obligations issued within three (3) years of the date hereof to reimburse expenditures and adversely affect the ability of the County to use the proceeds of tax-exempt obligations in the future to reimburse for expenditures made prior to the issuance of such obligations.

11. I further acknowledge that unless the Expenditures constitute preliminary expenditures (in the nature of architect services and soil testing but excluding land acquisition) for the Property not in excess of ten percent (10%) of the expected cost of the project of which the Property constitutes a part, the Expenditures will be paid within not in excess of two (2) years following the date hereof or, as an alternative, this declaration of intent will be renewed.

12. I further acknowledge that it is expected that the proceeds of Reimbursement Obligations will be used for reimbursement of each Expenditure not later than (A) the date that is one (1) year after the date on which such Expenditure is paid, or (B) the date that is one (1) year after the date on which the Property is placed in service.

13. I further acknowledge that I will assure that the allocation referenced in item 12 (A) will be evidenced by an entry on the records of the County maintained with respect to the Reimbursement Obligations, (B) will specifically identify the Expenditure being reimbursed, and (C) on the advice of the appropriate counsel will be sufficient to relieve the allocated proceeds of the Reimbursement Obligations covered by such entry from any restrictions under the relevant legal documents and

applicable state law that apply only to unspent proceeds of Reimbursement Obligations.

14. I further acknowledge that I will assure that except as referenced in item 15 the proceeds of the Reimbursement Obligations that are used to reimburse the Expenditures will not be used, directly or indirectly, (A) to pay debt service on an issue of tax-exempt obligations, (B) to create or increase the balance in a sinking fund established for the payment of debt service on the Reimbursement Obligations or another issue of tax-exempt obligations of the County or to replace funds that have been, are being, or will be so used for reserve or replacement fund purpose, or (C) to reimburse any expenditures or any payment with respect to financing of an expenditure that was originally paid with proceeds of any tax-exempt obligations of the County to any person or entity other than the County.

15. I understand that item 14 does not prohibit the use of those proceeds of the Reimbursement Obligations that are used to reimburse the Expenditures for (A) deposit in a bona fide debt service fund (that is, a fund established to pay debt service on any tax-exempt obligation of the County, other than the Reimbursement Obligation, which is depleted annually except for a reasonable carry over amount not in excess of one (1) year's interest earnings on said fund or one-twelfth (1/12th) of annual debt service), (B) to pay current debt service coming due within the next succeeding one-year period on any tax-exempt obligation of the County, other than the Reimbursement Obligations, or (C) to reimburse for expenditures originally made from the proceeds of a tax-exempt obligation of the County which were not reasonably expected by the County, on the date of issue of such obligation, to be used for such expenditure.

IN WITNESS WHEREOF, the undersigned has executed this declaration of official intent this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
las.r4-gra137



# Memorandum

Grand Traverse County  
County Administration  
400 Boardman Avenue  
Traverse City, Michigan 49684  
(231) 922-4780 Fax (231) 922-4636

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**TO:** Board of Commissioners  
**FROM:** Jennifer DeHaan, Deputy Administrator  
**DATE:** February 26, 2016  
**SUBJECT:** Resource Recovery

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## **RECOMMENDED MOTION**

Approve a three-year agreement with Iris Waste Diversion Specialists, Inc. to provide coordination of the Household Hazardous Waste Program and Recycling Education Services at a cost not-to-exceed \$87,000 in FY 2016 and to authorize the Board Chair to sign the Agreement, with **immediate effect\***.

\*Immediate approval is requested so that work may begin immediately to plan and schedule the first Household Hazardous Waste Collection Day in Spring 2016.

## **FUNDING IMPACT**

None. Funds are included in the FY2016 Resource Recovery Budget. No additional appropriation is required.

## **BACKGROUND**

Pursuant to the Grand Traverse County Solid Waste Plan, the County is responsible for resource recovery efforts which includes the promotion and education for resource recovery programs, operation of household hazardous waste collections, and the oversight of county recycling and yard-waste drop-off sites.

In order to provide these services, staff issued an RFP to identify qualified firms to provide the following services:

- 1) Household Hazardous Waste Coordination and Collection
- 2) Recycling Education and Coordination Services
- 3) Brush Drop-Off Site Services
- 4) Coordination of a Solid Waste Plan Amendment

The RFP was posted on the MITN procurement system and distributed by hard copy to the Resource Recovery hauler mailing list, advertised in the Record-Eagle, and posted on the County's web site. To evaluate the proposals, staff established an interdepartmental workgroup comprised of Cheri Tuller (Human Resources), Tom Buss (Health Department), Cherry Wolf (Finance), Sarah Adams and Jennifer DeHaan (County Administration).

Proposals were received from Bay Area Recycling for Charities and Iris Waste Diversion Specialists, Inc. Each company was interviewed and reference checks were conducted. As a result, staff is recommending the County enter into an Agreement with Iris Waste Diversion Specialists, Inc. to provide the desired services as it has the demonstrated experience to meet the objectives identified in the RFP. While Bay Area Recycling for Charities submitted a proposal, the organization does not have the required Hazwoper certification that was required to meet OSHA requirements for safe handling of hazardous waste and indicated that, at this time, they have less experience developing an educational program. As a result of not having the required certification, the proposal does not meet minimum specifications for HHW services.

#### **RECOMMENDATION**

Staff is recommending that the Board approve a three-year agreement with Iris Waste Diversion Specialists, Inc. at a cost not-to-exceed \$87,000 in CY 2016 and for funding to be included in future years budgets.

Iris Waste Diversion Specialists has over 75-years of combined experience in the waste and resource recovery field and since 2004 has provided government, non-profit and business clients with the development and implementation of marketing, communication, and educational strategies that effectively support the success of an organizations environmental goals. Iris Waste Diversion Specialists is led by Sarah Archer who has demonstrated success serving the Manistee County, Mid-Michigan Waste Authority, and the Resource Recovery and Recycling Authority of Southwest Oakland County, amongst many others.

Iris will be responsible for the overall coordination of the County's Resource Recovery household hazardous waste program and the recycling education program. Iris will work throughout the first year to identify and evaluate the County's current efforts and programming, provide recommendations to County Administration, track data and information related to utilization of the program and the program outcomes and impacts. In addition, Iris will coordinate the household hazardous waste collection program and work to further develop and implement the recycling education program. Through these efforts, the County will have a coordinated and documented Resource Recovery Program that will support the objectives of the Grand Traverse County Solid Waste Management Plan.

As it relates to the operation of the brush-site, the County is currently in discussions with the City to determine if a partnership is possible given that the City and County have co-located their brush drop-off services in the same location. Funding is included in the FY 2016 budget for the operation of the brush-site. In addition, County staff is currently working to determine the most appropriate method to proceed with the review and update of the Solid Waste Plan and is recommending that this effort be coordinated and managed through existing staff in the County Administrator's Office. At this time, no additional funding will be required to perform this task.

#### **PERFORMANCE OUTCOMES**

Iris will provide the County with monthly reports related to the services that are provided, recommendations for the program, and will track data and information to demonstrate the contract results. A copy of the objectives to be achieved through this Agreement is included as an attachment and the Agreement will be administered by County Administration.

#### **FUNDING RECOMMENDATION**

Funding is included in the FY 2016 budget. No additional funds are required.

Household Hazardous Waste

SERVICE	DELIVERABLE	March 2016 – March 2017 \$39,000	March 2017- March 2018 \$43,000	March 2018- March 2019 \$48,000
<b>Household Hazardous Waste Collection Coordination</b>				
Program Planning, Analysis and Visioning	Household Hazardous Waste Management Plan			X
Program Coordination & Collaboration	Monthly activity report	X	X	X
Budget Management	Budget reports	X	X	X
Record Keeping	Internal record keeping systems	X	X	X
Reporting	Clean Sweep report	X	X	X
<b>Collection Events</b>				
Collection Event 1	March/April 2016 Event	X	TBD	TBD
Collection Event 2	May 12, 2016 Event	X	TBD	TBD
Collection Event 3	June 23/July 14, 2016 Event	X	TBD	TBD
Collection Event 4	August 25, 2016 Event	X	TBD	TBD
Collection Event 5	October 1, 2016 Event	X	TBD	TBD
<b>Communication</b>				
Event Promotion	Press Releases	X	X	X
	Community Calendar Posting	X	X	X
	Article in RecycleSmart e-newsletter / Website	X	X	X
<b>Collection Event Management</b>				
Safety oversight for events	Vendor licensing verification, DOT manifests	X	X	X
Monetary Collections	Donation receipts, invoices, deposit slips	X	X	X
<b>Service Expansion</b>				
Customer satisfaction/needs research	Participant survey results	X	X	X
Analysis of existing program model and expansion	Program report and recommendations		X	
Permanent HHW site analysis	Analysis report and recommendations			X
<b>MDARD Clean Sweep Grant</b>				
Data Management Oversight	Clean Sweep Data Report	X	X	X
Budget Oversight	Budget report	X	X	X
Grant Renewal	Grant request notification	X	X	X

Recycling Education and Cox

SERVICE	DELIVERABLE	March 2016 – March 2017	March 2017- March 2018	March 2018- March 2019
		\$65,000	\$71,000	\$79,000
<b>Resource Recovery Administration</b>				
Program Planning, Analysis and Visioning	Resource recovery plan		X	X
Program Coordination & Collaboration	Monthly activity report	X	X	X
Budget Management	Budget reports	X	X	X
Record Keeping	Internal record keeping systems	X	X	X
Reporting	Re-Trac data tracking report	X	X	X
<b>Education and Outreach</b>				
Planning/Evaluation/Assessment	Community survey		X	X
	Education and outreach plan		X	X
<b>Public Education</b>				
Take it Back Program Maintenance	Program information verification and expansion plan	X	X	X
RecycleSmart E-Newsletter Development	Monthly e-newsletter	X	X	X
RecycleSmart E-Newsletter Maintenance	Sign up and readership statistics	X	X	X
Website Maintenance	Page by page review and update	X	X	X
Website Content Enrichment	Enhanced and comprehensive content and functions		X	X
Topic Specific Educational Materials Development	Educational materials loaded to website		X	
	• Recycling		X	
	• Composting		X	
	• Household Hazardous Waste		X	
	• Paint			X
	• Unwanted medications/sharps			X
	• E-Waste			X
Public Presentations	Four (4) Public Presentations - Plan and Schedule			X
Media Collaboration	Four (4) Guest columnist/featured writer articles			X
<b>Community Events</b>				
Coordinate Earth Day Compost Give-away event	Compost Give-away event – April 2016	X		
Coordinate Clean Your Files Week event	Clean Your Files Week event – April 2016	X		
Coordinate collaborative, family-focused educational resource recovery event	Family-focused educational event			X
<b>School/Youth Education</b>				
Expand Education and Outreach page of website	Environmental education links & teacher materials	X	X	X
Establish monthly educator e-newsletter	Monthly Educator E-Newsletter			X



**GRAND TRAVERSE COUNTY SHERIFF'S OFFICE**  
**Thomas J. Bensley, Sheriff • Nathan Alger, Undersheriff**

*Administration*

851 Woodmere Avenue, Traverse City, MI 49686-3349 • (231) 995-5000 • FAX (231) 995-5010

*Corrections*

320 Washington Street, Traverse City, MI 49684-2583 • (231) 922-4530 • FAX (231) 922-4415

To: Resource Administration and Management  
From: Captain Todd H. Ritter  
RE: Edward Byrne Memorial Justice Assistance Grant (JAG Grant) Program  
Date: March 3, 2016

The Grand Traverse County Jail is looking to add three 700MHz simplex frequencies for use on the jail grounds to facilitate communications of jail operations. Proper communications will aid in ensuring officer and inmate safety.

The radios for this project have been purchased by Grand Traverse County 911. In Grand Traverse County there has been a purchase of radios for the MPSCS system for all law enforcement, first responders, emergency management, and dispatch. The addition of the frequencies will allow officers in the jail to communicate on site, while also having the ability to change to talk groups on the MPSCS to have necessary communications with personnel and agencies offsite.

There are (14) 700MHz unused channels designated for Law Enforcement in Grand Traverse County that are governed by the State Interoperability Executive Committee (SIEC). As Part of the application process to utilize (3) of these channel the SEIC Board requires that the jail have a resolution from the County Board of Commissioners approving there use.

Requested Resolution:

The Grand Traverse County Sheriff's Office requests that the Grand Traverse County Board of Commissioners approve The Grand Traverse County Sheriff's Office Corrections Division to apply for the use of (3) of the 700MHz frequencies allocated to Grand Traverse County for jail operations.

Thank you.

Respectfully submitted:

Captain Todd H. Ritter



[www.gtsheriff.org](http://www.gtsheriff.org)