

March 05, 2004

Chairman Todd M. Hare  
Saginaw County Board of Commissioners  
111 South Michigan  
Saginaw, MI 48602

**RE: MARC-ING REPORT – MARCH 2004**

Dear Chairman Hare:

The Marc-ing Report can now be accessed through the County web site [www.saginawcounty.com/Controller](http://www.saginawcounty.com/Controller). Please use this site to obtain your copy of the Marc-ing Report. Thank you.

If you or other Commissioners should have questions regarding the subject matter presented or believe other issues or departments should be added or deleted, please advise me.

Sincerely,

Marc A. McGill  
Controller/CAO

MAM:clb

c: Department Heads  
Controller's Office

## Table of Contents

AIRPORT .....	1
ANIMAL CARE CENTER .....	1
BENEFITS & PAYROLL .....	2
BOARD OF COMMISSIONERS .....	2
BUDGET .....	2
BUILDING AUTHORITY .....	3
CAPITAL IMPROVEMENT PLAN .....	3
COMMISSION ON AGING (COA) .....	3
COMMUNITY CORRECTIONS .....	3
CONSTRUCTION PROJECTS .....	4
COUNTY EVENT CENTER .....	4
ECONOMIC DEVELOPMENT/SAGINAW FUTURE .....	4
EMERGENCY MANAGEMENT .....	5
EQUALIZATION.....	6
FINANCIAL SERVICES .....	7
HEALTHSOURCE SAGINAW.....	8
INFORMATION SYSTEMS AND SERVICES (ISS).....	8
JAIL REIMBURSEMENT .....	9
LABOR CONTRACTS.....	10
LAWSUITS.....	10
MAINTENANCE DEPARTMENT .....	10
MENTAL HEALTH AUTHORITY.....	11
MICHIGAN WORKS.....	12
MOSQUITO CONTROL .....	12
MSU EXTENSION .....	13
911 AUTHORITY .....	14
PARKS.....	14
PERSONNEL DEPARTMENT .....	15
PLANNING.....	15
PUBLIC HEALTH.....	16
PUBLIC WORKS COMMISSION .....	16
PURCHASING .....	17
RETIREMENT.....	17
SHERIFF'S DEPARTMENT .....	17
ATTACHMENT A COURTS AND PUBLIC SAFETY COMMITTEE .....	18
ATTACHMENT B HUMAN SERVICES COMMITTEE .....	19
ATTACHMENT C COUNTY SERVICES COMMITTEE .....	20
ATTACHMENT D BUDGET AND AUDIT SUBCOMMITTEE OF APPROPRIATIONS.....	21
ATTACHMENT E LABOR RELATIONS SUBCOMMITTEE OF APPROPRIATIONS.....	22
ATTACHMENT F LEGISLATIVE SUBCOMMITTEE OF APPROPRIATIONS.....	23
ATTACHMENT G EXECUTIVE COMMITTEE .....	24

## MARC-ING REPORT- MARCH 2004

### 1. AIRPORT: (County Services Committee)

Contact Person: Michael E. Thompson, Administration Director, 790-5209

**HW Browne Airport** -The airport operating budget is approximately \$208,000 and is supported by a combination of rental fees, fuel sales commission, and a County subsidy of approximately \$89,000. Airport operations and maintenance services are provided by a private contractor. Administrative services for the airport are provided by the Controller's Office with oversight responsibility provided by a nine member advisory group and a three-member committee of County Commissioners.

**Capital Improvement Summary:** Apron/Taxiway Project: The design phase of this project is in progress and includes reconstruction and expansion of the terminal apron and reconstruction of taxiways including the replacement of a taxiway. The target date for completion of this project is mid-2004.

Instrument Landing System Project: All major construction, easements, and flight line clearance work has been completed and installation of the system electronics are ongoing. The target date for completion of this project is early 2004.

Runway Crack/Seal Project: The airport receives annual matching state funding for runway crack/seal repair and maintenance work matched. This work is undertaken annually and completed in the fall.

Five Year Development Plan: Staff and advisory group members, in cooperation with an engineering firm, prepare an annual update of a recommended five-year development plan encompassing long term objectives for the airport. This plan is submitted to the airport committee for approval and then forwarded to the state with requests for available funding.

### 2. ANIMAL CARE CENTER: (Courts and Public Safety Committee)

Contact Person: Mark Wachner, Animal Care Center, 797-4500

The rabies clinic was again very successful. During the four hour clinic we were able to assist citizens with the rabies vaccination and license for their pet. 248 vaccinations were given and 267 licenses were sold. The success of this program is made possible by the many volunteers. My many thanks to all who assisted.

The storage facility was completed and an early spring cleaning is in progress. The storage facility allows for less clutter in the building. In addition, we are better able to bring in and store donations for a later date. The entire cost of this was paid by 'Friends of The Animal Care Center'. The addition looks great and was definitely needed. The generosity and cooperation of County Residents is especially important during these difficult budgetary times.

Kennel letters were sent out and we hope to have the majority of inspections completed by the end of March. This is slightly earlier than normal. Impending retirements within the department was the reason for the early start.

Three employees are slated for retirement by May 1<sup>st</sup>. Two of the positions will be filled the third is being left open at this time. While this will positively impact our budget it will also create more strain on an already depleted staff. I am currently attempting to streamline administrative procedures and rearrange duties to maintain services to the public.

We are having our first annual volunteer appreciation dinner on March 23. Persons wishing to attend may contact the center for information. The continued use of volunteers will be extremely important in maintaining an efficient service. We look forward to the continued growth of our volunteer base.

Finally, year end numbers were quite good considering the staffing levels. Over 8300 animals were handled. Of the live stray animals handled the department realized a return rate of just over 35.5%. Adoptions set another record with 767 animals placed. Road Officers responded to 9,520 complaints.

3. BENEFITS & PAYROLL: (Labor Relations Committee)

Contact Person: Amy Deford, Retirement Administrator, 790-5577

Contact Person: Charlotte Heinlein, Payroll & Benefits Supervisor, 790-5216.

Deferred Compensation - New limits for contributions made to 457 Deferred Compensation plans have been increased to \$13,000 for 2004. The new pre-retirement Catch-Up provision amount for 2004 is \$26,000. Also, participants age 50 and older may make additional, annual catch-up contributions of \$3,000.

W-2's and Benefit Statements were distributed to all employees in January. Total gross wages in 2003 for Saginaw County Government employees amounted to \$30,009,556.26.

Statistical data pertaining to benefits available to Saginaw County employees are as follows: 60% participate in NET direct deposit, 27% contribute to Deferred Compensation, and 22% take part in the Flexible Benefits Plan.

For those 40% of employees who are looking for ways to increase the power of their pay an ideal option is to automatically route their paycheck to a savings or checking account. Because the money is "out of sight, out of mind," it can help employees painlessly increase their savings. More importantly, the cost to stop payment on a lost check is \$25; this cost is passed on to the employee.

4. BOARD OF COMMISSIONERS: (Executive Committee)

Contact Persons:

Todd M. Hare, Chairman

Kaye V. Schultz, Board Coordinator

Marc A. McGill, Controller/CAO

The Board of Commissioners agreed to consider various issues by Committee. The Status Report regarding these issues has been updated by the Controller/CAO as of March, 2004. These issues are attached and identified as ATTACHMENT A-G. If you have questions regarding any of these issues please contact the Committee Chair, Chairman of the Board, or the Controller.

5. BUDGET: (Budget & Audit Committee)

Contact Person: Koren A. Reaman, Assistant Financial Svcs. Dir., 790-5218

The Board of Commissioners adopted the Budget Calendar for the Fiscal 2004/2005 Operating Budget on February 24, 2004. The 2004/2005 Budget process will begin in June 2004. Target budgets will be distributed to departments for their review and input on June 4, 2004, and are due back to Financial Services by June 25, 2004. The Controller's Office will then submit the first draft of a recommended Operating Budget to the Standing Committees and the Budget/Audit Subcommittee on July 16, 2004.

6. BUILDING AUTHORITY: (Appropriations Committee)  
Contact Person: Marc A. McGill, Controller/CAO, 790-5578

The next Building Authority meeting is scheduled for March 5, 2004, at 10:30 am, at the Event Center. There are no projects underway at this time.

7. CAPITAL IMPROVEMENT PLAN: (Budget and Audit Committee)  
Contact Person: Koren A. Reaman, Assistant Financial Services Director, 790-5218

The Controller's Office will distribute information to departments regarding requests to submit the annual update of the 5-year capital improvement plan on June 4, 2004 with a target completion date of June 25, 2004. Completing this plan is part of the annual budget process and is required to comply with statutory requirements.

8. COMMISSION ON AGING (COA): (Human Services Committee)  
Contact Person: Karen Courneya, Director, 797-6880

March and April are the months when the State Office of Services to the Aging and the Area Agencies on Aging conduct their yearly assessments of our programs. In addition to those activities, the agency is organizing its efforts for our annual Volunteer Recognition Event and women's Honor's Luncheon. In early April, we again welcome back our community's "snow birds" by beginning our Tuesday and Thursday night meal program, and begin budget preparations for the County as well as our funding agents.

The Cell Phone Program for Seniors has been extremely successful. To date, we have given out more than 275 phones to our community's elderly. At this time we have a waiting list of seniors who could use a phone – please tell your friends and relatives about our need for cell phones. There is a contribution box located in the Personnel Office inside the Controller's Office. THANKS!!

9. COMMUNITY CORRECTIONS: (Courts and Public Safety Committee)  
Contact Person: Benita Snyder, Community Corrections Manager 790-5584

Community Corrections in Saginaw County continues to support lowering the number of pretrial offenders in jail through programming efforts. Cognitive restructuring is offered both in the jail and for the pretrial offenders on Day Reporting and MOR (electronic monitoring).

On February 25, Community Corrections hosted a 3-Hour Broadcast from the National Institute of Corrections at the Saginaw County Event Center. The topic was Implementing Effective Correctional Management of Offenders in the Community and was well received by all who attended. There were representatives from the community, Michigan Department of Corrections, Sheriff's Department, Controller's Office and the local Probation Residential Center. In conjunction with this an ad/hoc committee to be known as TPCI is being formed by the Community Corrections Advisory Board to address the issue of "Transition from Prison into the Community Initiative".

On March 17, a group from the local CCAB that are concerned with the issue of "the lowering of sentencing guidelines" will represent Saginaw County in Lansing at a meeting sponsored by the State Office of Community Corrections.

A Midyear Report to the State Office of Community Corrections will be completed and returned on March 15, 2004 and the Grant Application for 2005 is due on May 15, 2004.

10. CONSTRUCTION PROJECTS: (County Services)  
Contact Person: Annette Taylor, Maintenance Director, 790-5235

No construction is underway at this time.

11. COUNTY EVENT CENTER: (County Services Committee)  
Contact Person: Angela Garner, Management Assistant, 790-5212

More events and better events. That was Saginaw County's promise to the taxpayers when they said they would take over operations of the Saginaw County Event Center. SMG (Professional Management Company) ensures that we have top-notch entertainment year-round in the facility's Wendler Arena, Heritage Theater and Unity Hall.

More events and better events like 34 home games of the Saginaw Spirit (last home game of the second season on March 13), Thunder Nationals (March 19-20), the Lippizaner Stallions (March 27), Motorcycle Swap Meet (March 28), the WWE (April 9), Riverdance (April 23-25), Brooks and Dunn (April 24), Beatlemania (May 15), Sesame Street Live (May 18-19), and Champions on Ice (May 29). Watch soon for the announcement of next year's Broadway Series that is already set to include 42<sup>nd</sup> Street, Miss Saigon, and Fiddler on the Roof.

The final promise that the County made was that we would reduce the burden of a subsidy to the center. Following the second full-year of operations, we are reducing that deficit. \$650,000 was the benchmark for Fiscal 2003, SMG hit well below that at \$455,000. They have reduced the \$850,000 subsidy by almost half in two years. This is a great accomplishment.

The Event Center has recently hired a new Food and Beverage Manager, Ms. Amy Capehart. She can be reached at 989-759-1339. SMG is looking to host your conference and meetings with competitive rates. Call now to book your next event in Unity Hall or the Garden Room.

Recently we have made it possible for live internet tele-conferences to be held in Unity Hall. This applies to wireless users as well as standard hook-ups. SMG has also recently hired two new chefs for our palates. Please give them a call to try out the facility.

Call 989-759-1330 to speak with the Box Office, or 989-754-4800 to purchase tickets through TicketMaster. Please visit the Event Center's web site for an event calendar, which is updated through May 2004, and seating information at <http://eventcenter.saginawcounty.com>.

12. ECONOMIC DEVELOPMENT/SAGINAW FUTURE: (County Services Committee)  
Contact Person: JoAnne Crary, President, 754-8222

Saginaw Future Inc. (SFI) recently celebrated its 12<sup>th</sup> Annual Business Meeting, held at the Saginaw County Event Center's Unity Hall. SFI honored 19 companies that expanded and 12 companies that were new Saginaw County investors in 2003. Over \$188 million was invested and over 1,000 jobs were created and retained.

Saginaw Future also assisted in the attainment of almost \$240,000 worth of Worker Training Grants for Saginaw County businesses. In 2003, SFI secured four grants valued at \$659,300 to be used for infrastructure development and site planning in Saginaw County. From 1992 to present, Saginaw Future has secured 37 infrastructure development and site planning grants valued at over \$17.5 million for Saginaw County.

Saginaw Future's Procurement and Export Assistance office continues to support Saginaw County businesses with contracting opportunities and reaching new markets. During 2003, Saginaw County companies received a total of 273 government contracts with a total value of \$5,920,000.

Saginaw Future also launched a new site location tool at the 12<sup>th</sup> Annual Business Meeting. Global Information System (GIS), made possible through an SBC high-tech grant, allows Saginaw Future to create customized GIS maps for site proposals. Typically, the desired format is an aerial photo of the site with critical information overlaid on the aerial, such as property lines, zoning, and water and sewer line locations.

In addition to customized maps, another important application of GIS is the ability to rapidly search the entire county for sites that meet a client's specific needs. The City of Saginaw and Saginaw County have agreed to supply SFI with the raw data to be inserted in the GIS program and provide regular updates as the data changes.

On October 9, 2003, the Link MBS task force held a final conference to present the findings of its study on broadband availability in the Midland, Bay and Saginaw County area. Saginaw Future spearheaded the Link MBS study, which was part of a statewide effort to assess broadband capability and marketplace demand, as well as to develop strategies for positioning the tri-county region for growth in today's high-tech economy.

The Link MBS study was conducted by a Lansing-based technology and consulting firm, Control Room Technology. With this information, tri-county business and community leaders continue to work on creative ways of leveraging the area's Internet infrastructure and knowledge base. To learn more about the tri-county broadband study, please visit the Link MBS Web site at [www.linkmbs.org](http://www.linkmbs.org).

Saginaw Future meets with local companies in order to remain connected and responsive to changing needs and new investment trends. During 2003, the Saginaw Future staff met with 134 companies through its Corporate Watch Call program. From manufacturers like Delphi to Saint Mary's in Saginaw County's expanding medical field, Saginaw Future is available to assist companies of various size and type.

13. EMERGENCY MANAGEMENT: (Courts and Public Safety Committee)  
Contact Person: Timothy Genovese, Director 790-5434

We have completed the rewrite of the Saginaw County Emergency Plan. The new plan has been written under the new Emergency Action Guideline format and should be easier to follow.

We are putting the finishing touches on the new Saginaw County Emergency Communications plan. It will be complete next week.

We are hosting a public Officials conference Breakfast at the Saginaw County Event Center on March 19<sup>th</sup> at 07:30. The purpose of this conference is to present to all the public officials in Saginaw the new Plans and to brief them on the upcoming exercises and drills.

Drills and Exercises - We have a table top exercise planned for April 1<sup>st</sup>, and April 20<sup>th</sup>. A full scale is planned for May 4<sup>th</sup>. A drill is planned for June 8<sup>th</sup>. We have several others on the planning burners.

We are sponsoring an exercise design class at the Bavarian Inn on March 3<sup>rd</sup>.

We have Skywarn classes Scheduled for March 8<sup>th</sup> at 1:00 pm and April 17 at 10:00 am location is Covenant Cooper Hospital Saginaw.

We have launched the Saginaw County Citizens Corps. This is a corp of volunteers that would be available in time of emergency or disasters. We have a volunteer Director and Assistant Director and have been registered. We are now applying for grant money to support the Corps.

Grants - We have about \$103,000 in our 2003 homeland defense equipment grant. We will be using the bulk of this to purchase personal protection equipment for law enforcement.

We have a \$17,000 exercise grant to conduct this year's exercises.

We have a \$43,000 grant to hire a grant coordinator.

We have a \$193,000 grant for training.

We are expecting to receive a significant amount in the near future for the 2004 Homeland defense equipment grant.

14. EQUALIZATION: (County Services Committee)  
Contact Person: James Totten, Director, 790-5262

The tentative ratios and multipliers for the various real estate property classes have been published in the newspaper and are attached. These multipliers inform the assessor and the local citizens as to the changes of the true cash value in the classification studied by the Saginaw County Equalization Department for the 2004 year.

We are uploading into the County system the various electronic assessment rolls from the local units for 2004 Saginaw County Equalization. Tax notices, for taxpayers whose assessed and/or taxable values have changed, will be sent out 10 days prior to the board of review meetings.

Value increases for the various classes studied in Saginaw County are as follows:

Agricultural increased	0.50%
Commercial increased	1.00%
Residential increased	3.40%
Industrial & Developmental	No increase

These changes affect the equalized value of the County and become a part of the taxable value calculation for each individual property. The current calculation of taxable value that will affect the 2004 taxes uses an inflation factor of 2.3% or equalized value, whichever is lower. The taxable value of new construction is in addition to this calculation.

**The Following Are The Tentative Recommended Equalization Ratios and Multipliers For Real Estate And Personal Property By Classification, Located In The Various Taxing Jurisdictions Within Saginaw County, Compiled From Data Available As Of February 1, 2004.**

TOWNSHIPS	REAL ESTATE												PERSONAL PROPERTY	
	AGRICULTURE		COMMERCIAL		INDUSTRIAL		RESIDENTIAL		TIMBER CUTOVER		DEVELOPMENTAL		PERSONAL	
	Ratio	Multiplier	Ratio	Multiplier	Ratio	Multiplier	Ratio	Multiplier	Ratio	Multiplier	Ratio	Multiplier	Ratio	Multiplier
ALBEE	49.40%	1.0121	50.00%	1.0000	50.00%	1.0000	49.77%	1.0046	N/C	N/C	N/C	N/C	50.00%	1.0000
BIRCH RUN	49.89%	1.0022	48.06%	1.0404	50.00%	1.0000	48.36%	1.0339	N/C	N/C	N/C	N/C	50.00%	1.0000
BLUMFIELD	49.51%	1.0099	49.92%	1.0016	50.00%	1.0000	49.44%	1.0113	N/C	N/C	N/C	N/C	50.00%	1.0000
BRADY	49.88%	1.0024	49.97%	1.0006	50.00%	1.0000	45.26%	1.1047	N/C	N/C	N/C	N/C	50.00%	1.0000
BRANT	49.99%	1.0002	50.00%	1.0000	50.00%	1.0000	48.49%	1.0311	N/C	N/C	N/C	N/C	50.00%	1.0000
BRIDGEPORT	50.00%	1.0000	49.80%	1.0040	49.54%	1.0093	49.54%	1.0093	N/C	N/C	50.00%	1.0000	50.00%	1.0000
BUENA VISTA	50.00%	1.0000	49.51%	1.0099	50.00%	1.0000	47.89%	1.0441	N/C	N/C	N/C	N/C	50.00%	1.0000
CARROLLTON	N/C	N/C	50.00%	1.0000	50.00%	1.0000	49.85%	1.0030	N/C	N/C	N/C	N/C	50.00%	1.0000
CHAPIN	49.99%	1.0002	49.74%	1.0052	50.00%	1.0000	45.38%	1.1018	N/C	N/C	N/C	N/C	50.00%	1.0000
CHESANING	49.83%	1.0034	49.97%	1.0006	49.79%	1.0042	47.35%	1.0560	N/C	N/C	50.00%	1.0000	50.00%	1.0000
FRANKENMUTH	50.00%	1.0000	49.97%	1.0006	50.00%	1.0000	49.96%	1.0008	N/C	N/C	N/C	N/C	50.00%	1.0000
FREMONT	49.77%	1.0046	49.87%	1.0026	50.00%	1.0000	48.99%	1.0206	N/C	N/C	N/C	N/C	50.00%	1.0000
JAMES	50.00%	1.0000	50.00%	1.0000	50.00%	1.0000	48.78%	1.0250	N/C	N/C	N/C	N/C	50.00%	1.0000
JONESFIELD	49.29%	1.0144	49.97%	1.0006	50.00%	1.0000	47.16%	1.0602	N/C	N/C	N/C	N/C	50.00%	1.0000
KOCHVILLE	49.83%	1.0034	49.77%	1.0046	50.00%	1.0000	49.13%	1.0177	N/C	N/C	49.53%	1.0095	50.00%	1.0000
LAKEFIELD	50.00%	1.0000	50.00%	1.0000	N/C	N/C	49.12%	1.0179	N/C	N/C	N/C	N/C	50.00%	1.0000
MAPLE GROVE	49.94%	1.0012	49.68%	1.0064	50.00%	1.0000	48.71%	1.0265	N/C	N/C	N/C	N/C	50.00%	1.0000
MARION	50.00%	1.0000	49.99%	1.0002	N/C	N/C	48.21%	1.0371	N/C	N/C	N/C	N/C	50.00%	1.0000
RICHLAND	49.17%	1.0169	49.84%	1.0032	49.99%	1.0002	49.17%	1.0169	N/C	N/C	50.00%	1.0000	50.00%	1.0000
SAGINAW	50.00%	1.0000	49.84%	1.0032	50.00%	1.0000	48.67%	1.0273	N/C	N/C	50.00%	1.0000	50.00%	1.0000
ST.CHARLES	49.55%	1.0091	49.99%	1.0002	50.00%	1.0000	47.13%	1.0609	N/C	N/C	N/C	N/C	50.00%	1.0000
SPAULDING	49.23%	1.0156	49.49%	1.0103	50.00%	1.0000	46.92%	1.0656	N/C	N/C	N/C	N/C	50.00%	1.0000
SWAN CREEK	49.70%	1.0060	50.00%	1.0000	50.00%	1.0000	47.52%	1.0522	N/C	N/C	N/C	N/C	50.00%	1.0000
TAYMOUTH	50.00%	1.0000	50.00%	1.0000	50.00%	1.0000	47.18%	1.0598	N/C	N/C	N/C	N/C	50.00%	1.0000
THOMAS	49.21%	1.0161	47.13%	1.0609	49.80%	1.0040	48.21%	1.0371	N/C	N/C	50.00%	1.0000	50.00%	1.0000
TITTABAWASSE	49.91%	1.0018	49.90%	1.0020	49.96%	1.0008	48.84%	1.0238	N/C	N/C	N/C	N/C	50.00%	1.0000
ZILWAUKEE	49.14%	1.0175	49.99%	1.0002	50.00%	1.0000	49.32%	1.0138	N/C	N/C	N/C	N/C	50.00%	1.0000
CITIES	AGRICULTURE		COMMERCIAL		INDUSTRIAL		RESIDENTIAL		TIMBER CUTOVER		DEVELOPMENTAL		PERSONAL	
FRANKENMUTH	N/C	N/C	49.94%	1.0012	49.99%	1.0002	49.10%	1.0183	N/C	N/C	50.00%	1.0000	50.00%	1.0000
SAGINAW	50.00%	1.0000	49.64%	1.0073	49.89%	1.0022	47.18%	1.0598	N/C	N/C	N/C	N/C	50.00%	1.0000
ZILWAUKEE	50.00%	1.0000	50.00%	1.0000	50.00%	1.0000	48.94%	1.0217	N/C	N/C	49.99%	1.0002	50.00%	1.0000
<b>Prepared By :</b> Saginaw County Equalization Department These Tentative Ratios And Multipliers May Be Modified Because Of Assessor And Board Of Review Changes.											<b>Abbreviations</b> N/C = No Classification			

**15. FINANCIAL SERVICES:** (Budget and Audit Committee)

Contact Person: Koren A. Reaman, Assistant Financial Services Director, 790-5218

The audit for the year ended September 30, 2003 is in the final stages of completion. The completed audit will be presented by Rehmann Robson to the Budget/Audit Subcommittee on March 11, 2004 and to the Board of Commissioners on March 23, 2004. This is the first year of implementation for the new reporting model under GASB 34.

The Financial Services Department continues to provide interim financial reports throughout the year. These reports are intended to identify impending problems so that proper corrective action may be taken to avoid potential year-end deficits. We will also be working with the Information Systems & Services Department over the next few months to do a workflow analysis in order to improve our efficiency.

16. HEALTHSOURCE SAGINAW:

Contact Person: Lester Heyboer, Jr., President/CEO, 790-7888  
Raymond Bartels, Commissioner  
Marc A. McGill, Controller/CAO

HealthSource provided 84,443 days of inpatient care, 5,301 outpatient units of physical, occupational and speech therapy and 10,029 psychiatric physician and behavioral therapist visits during the twelve month period ended December 31, 2003.

Facility income for the twelve month period ended December 31, 2003 was \$378,054 which compared to a budget of \$323,414 and prior year facility income of \$1,100,110. Facility income included millage support of \$1,106,255. Operating results for 2003 reflect significant profits of the Medical Rehabilitation and Behavioral Medicine Inpatient Centers at both HealthSource and Bay Medical Center. Profitable operating results for three consecutive years and reduced receivable balances have increased cash balances to more acceptable levels which more closely support the working capital needs of HealthSource.

HealthSource remains as the only provider of adolescent psychiatric inpatient and chemical dependency sub acute detox services in the Saginaw area, and enjoys a dominant role in inpatient and outpatient psychiatric and certain long term care services. Daily census levels in our long term care units has softened which is a direct result of reduced occupancy levels in the area and the State of Michigan. Low census levels in Chemical Dependency and disappointing financial performance continues to put this program under close scrutiny.

HealthSource and Bay Medical Center (Bay Med) entered into an operating agreement whereby HealthSource operates the inpatient psychiatric unit located at Bay Med. Operations under the Bay Med/HealthSource agreement continue to be profitable. Work has begun to transfer the license to the 28 bed Bay Med unit to HealthSource through a certificate of need filing. Work continues on the consolidation of psychiatric bed capacity located in Counties adjacent to Saginaw County. Such consolidation will continue to help provide cost effective services for Saginaw residents.

The Federal and State Medicaid payment programs are not adequately funding health care benefits for covered services. HealthSource with its varied service array has been able to address these reimbursement shortfalls. However, skyrocketing costs which include health insurance and pension benefits for employees as well as pressure from vendors to increase prices will necessitate new strategies to address cost increases. The staff, management and Board of Trustees are committed to addressing these challenges while serving the health care needs of Saginaw County residents through the unique array of services offered at HealthSource Saginaw.

17. INFORMATION SYSTEMS AND SERVICES (ISS): (County Services Committee)

Contact Person: Johnathan Miller, Director, 790-5575

Our staff is currently involved in approximately 325 projects. This is in addition to handling the daily problems with the more than 600+ personal computers and thousands of mainframe programs used by county personnel. Some of the current projects include:

One Number Telephone Access – We have added a new telephone menu which will allow you to report a problem or contact any ISS personnel from a single telephone number. Select option 1 from the menu and you will be routed to one of our on-duty personnel. Our goal is to route your call to a live body to help you on the first call. Try it out at 790-5290 or ext. 5290.

Mainframe Operating System Upgrade – Over the coming months we will be installing a new version of the operating system on the mainframe computer. This is a time consuming and sometimes disruptive process that must be done from time to time. The resulting system is a more stable and usable system.

Saginaw County Intranet WEB Site Check out all of the services available on the County Intranet site. See it at [local.saginawcounty.com](http://local.saginawcounty.com). Access to this site is limited to PCs connected to the County computer network, it is not available over the Internet.

Educational Opportunities: – We are continuing to offer an assortment of educational opportunities. Check out the latest class schedule at: <http://local.saginawcounty.com/LearningOpps.pdf>. Class topic suggestions should be forwarded to Gladys M. Strobel, at extension 5573.

Internet Access Changes – Due to changes at our Internet Service Provider (ISP) we are being forced to make changes to the IP addresses that the rest of the world know us by. We are working with our ISP to minimize the impact that this will have on the County. There will likely be a period of time, possibly a day or two, where Internet access will be limited, while the rest of the world re-learns how to find us. This will be scheduled to occur over a weekend.

Remote Connections to Other County Buildings – The County operates a number of high speed telephone circuits to provide data and voice communications between the various County owned facilities. The contracts for many of these circuits are up for renewal in the near future and we are facing huge increases in the cost of maintaining these connections. We are investigating less expensive alternatives, including new vendors and wireless connections.

SAGINAW COUNTY CRIMINAL JUSTICE COORDINATING COMMITTEE (SCCJCC) - Court Entered Warrants – District Court has begun the process of converting to a “Court Entered Warrant” system where the Court retains control and responsibility for all arrest warrants. The “old” process required each police agency to manage the warrants that they requested. By centralizing and automating the process, thousands of police man hours can be saved each year.

18. JAIL REIMBURSEMENT: (Courts and Public Safety Committee)  
Contract Person: Benita Snyder, Jail Reimbursement Coordinator, 790-5584

This office continues to inform the Circuit Court Bench which offenders meet the criteria for jail reimbursement from the State. However, these criteria may change again if the “sentencing guidelines” are lowered.

October through January the State was billed \$192,504 for diverted felons and parole holds. Even though these amounts are considerably less than in past years the total amount received by the County, which now includes Federal money for bed space rental offsets the difference.

Additional revenue for jail reimbursement from inmates and collections for this fiscal year is nearly \$40,000.

The Jail Reimbursement office has billed and received payment for the Federal Bed Rental Agreement in the amount of \$148,559 for the first 4 month of this fiscal year. This revenue however is receipted directly into the Sheriff's general fund account and is not reflected in the jail reimbursement revenue.

19. LABOR CONTRACTS: (Labor Relations Committee)  
 Contact Person: Jennifer Broadfoot, Personnel Assistant, 790-5507

EMPLOYEE GROUP	NUMBER OF POSITIONS	EXPIR. CURRENT CONTRACT
OPEIU - COURTHOUSE EMPLOYEES	176	09/30/05
SCDPHEU - HEALTH DEPARTMENT	123	09/30/04
TEAMSTERS - PUBLIC HEALTH NURSES	22	09/30/05
TEAMSTERS - ANIMAL SHELTER EMPLOYEES	6	09/30/04
GELC - JUVENILE HOME EMPLOYEES/SUPVS.	27	09/30/03
POAM SHERIFF UNIT I (312)	54	09/30/05
POAM - SHERIFF UNIT 1 (NON 312)	55	09/30/05
POLC - SHERIFF UNIT II-SGTS.	15	09/30/03
GELC - PROBATION OFFICERS, PROBATE COURT	7	09/30/04
GELC - PROBATION OFFICERS, DISTRICT COURT	7	09/30/05
POLC - SHERIFF UNIT III-CAPT. & LT.	3	09/30/04
PROSECUTOR	18	09/30/03
UAW - MANAGERS	70	N/A
UAW - TECHNICAL PARA PROF/TECHNICAL	26	N/A

20. LAWSUITS: (Executive Committee)  
 Contact Person: Kelly Suppes, Risk Manager, 790-5505

Current activity of lawsuits is as follows:

Previous Balance	New Lawsuits	Cases Closed	New Balance
10	1	3	8

21. MAINTENANCE DEPARTMENT: (County Services Committee)  
 Contact Person: Annette Taylor, Maintenance Director, 790-5235

CIRCUIT COURT PROBATION: Replaced impeller on the circulating pump on the boiler unit.

COURTHOUSE: Replaced broken pipes on one of the boiler units. Patched and painted walls in various needed areas. All expired eyewash stations were replaced per OSHA/MIOSHA regulations.

Carpeting was replaced in the P.P.O. and Public Works office areas.

HEALTH DEPARTMENT: Added supplemental heat in the vestibule area to the east side entrance doors. The renovation project in Suite 502 has been completed.

JAIL: Changed mixing valve, controls and necessary piping for all the showers. Replaced controller on hot water tank. Assisted in providing various maintenance needs to assure compliance was met for the recent inspection performed by the Department of Corrections.

911 AUTHORITY: Replaced two condenser fans to Libert unit which supplies air-conditioning to the Central Dispatch area. Worked on supplemental grounding and ran necessary electrical for the installation of new equipment.

SHERIFF ADMINISTRATION: Installed new security card key system to west entrance door. New roller shelving units, for file storage, have been assembled and installed in the basement area. Replaced the sink in the Janitor's closet on the first floor. Carpeting and flooring was replaced in Detective Bureau. Changed locks and secured newly acquired home located on Beyer Rd.

## 22. MENTAL HEALTH AUTHORITY:

Contact Person: Sandra M. Lindsey, CEO, 797-3400

The news from the Saginaw County Community Mental Health Authority (SCCMHA) this quarter has been all about state and federal financing of our state and local public mental health, developmental disability and substance abuse system of care.

Just before the Christmas holiday, the State of Michigan was struggling with changes to the 2004 State Budget to address a major shortfall as state tax revenue was much less than planned for at the time the 2004 Budget was approved. Advocacy last fall to try to protect the public community mental health (CMH) system from drastic reductions as the state worked to rebalance the 2004 State Budget proved to be quite successful.

However, still other changes in the funding to the CMH system state wide were at work, not so much due to the state budget problems, although there were many related funding issues (it takes state dollars to draw down federal dollars), but do to pressures exerted by the federal government (Centers for Medicaid and Medicare Services) on MDCH.

This was because the Medicaid waivers that supported the plan for "specialty" mental health, developmental disability and substance abuse services had expired at the close of FY 2003. The federal government insisted upon numerous changes to the funding methodology and funding management as a condition of the renewal of the waiver plans for our state.

The most hopeful news for the Saginaw County Community Mental Health Authority (SCCMHA) funding was revealed over a series of meetings with the 18 PIHP Directors in the state, concerning the Medicaid Waiver Renewal Conditions. The Centers for Medicaid and Medicare Services (CMS) required MDCH to begin to take action sooner than expected (FY 2004) on the identification of "actuarial soundness" of the distribution of Medicaid capitation payments across the 18 organizations and/or affiliations. For the first time in a long while, SCCMHA's complaint about the unfairness of our low Medicaid "Intensity Factors" was being validated and that our three year request for funding relief and social justice on behalf of Saginaw Medicaid beneficiaries and our specialty services consumers was finally being heard.

As a result, 4 of the 18 PIHPs will get Medicaid increases. SCCMHA is one of these winners. At the same time, no doubt to cushion the blow of Medicaid reductions for some PIHP and their affiliates, MDCH is also changing the distribution of state General Fund dollars for FY 2004.

SCCMHA is targeted to lose \$740,755.00 in General Fund (GF) which is a great loss as it supports our indigent care efforts. This is particularly challenging as our eligibility entrance criteria for indigent care is already one of the strictest in the state. The good news however, is that we will see Medicaid capitation increases due to the changes in rebasing and increased Medicaid enrollment in Saginaw County of somewhere between \$2.6 and \$3.8 million dollars.

23. MICHIGAN WORKS: (County Services Committee)  
Contact Person: Dennis Brieske, Director, 754-1144

**Bridgeport One Stop Service Centers** - Due to a loss of 85 million dollars, Michigan Works was forced to close the Bridgeport One Stop Center. People from the area will have to travel to one of the other centers located in Saginaw, Midland or Bay Counties. For the exact address you can check the web site at [www.michiganworks.com](http://www.michiganworks.com).

**State Reduces Michigan Works! Funding By \$85 Million** - The state is dramatically reducing the funding, state wide, of the Michigan Works! organization. They are responsible for Employment Service, Welfare to Work programs, One Stop Service Centers for employers and job seekers, and many job training programs for Saginaw residents. Michigan Works has helped remove barriers for people in the welfare system by providing funds for transportation, child care, tools, clothing, etc. This will almost completely stop in the coming year with the reduced funding. Michigan Works has an approval rating of over 95% by both employers and job seekers and will strive to maintain that with the cut in funding.

**Employment Service** - The Michigan Talent Bank located at [www.michworks.org](http://www.michworks.org) has undergone some extensive upgrades in the final weeks of January, 2004. Service is faster and more convenient for business and job seekers as a result. Some of the features are a shopping cart for resumes and jobs, job search by city, and a new option for a better looking resume.

**Mid-Michigan Job Fair 2004** - This year once again Michigan Works is co-sponsoring the Mid-Michigan Job Fair. It will be held in the Valley Plaza Great Hall in Midland. It will be held on Thursday, April 15, 2004 from 12:00 to 3:30 PM. Employers can call 1-800-285-WORK and ask for Jeff Eagle or 754-1144 Ext 205 and speak to Darlene Kalahar about registration. This was a big success last year and we are back again because of the demand from employers.

24. MOSQUITO CONTROL: (Human Services Committee)  
Contact Person: William Lechel, Mosquito Control Director, 755-5751

The staff here is "gearing up" for the upcoming mosquito season. Our spring aerial larvaciding program is only four to six weeks away, depending on the weather and larval development. The granular (ground up corn cobs) control product, impregnated with a natural soil bacillus, has already been shipped and will be arriving in 1400 pound bags the second week of March.

Of the 65 seasonal employees (predominantly college students) needed here at mosquito control, over 50 are returning employees for this season. Interviews are being conducted to fill out the remainder of the seasonal openings. The training program for all employees will be held at 211 Congress on Friday and Saturday, March 19 & 20, 2004.

Mosquito Control's Vehicle Maintenance Facility staff is keeping busy with the fleet of County vehicles, as well as, with the addition of the Saginaw City Police Fleet vehicles. They are also preparing the ULV truck units, new engines, parts replacements etc. and the unloading and securing of all those 1400 pound bags mentioned earlier.

Michigan Department of Agriculture has approved the SCMAC 2004 Control Program Plan, as required by law. The various permits needed i.e. DEQ, DNR, USFWS, etc. either have been obtained or are in the process (USFWS).

Our Technical Advisory Group (TAG) is meeting in early March to review our operational program for 2004. "Bring on them skeeters!!"

25. MSU EXTENSION: (Human Services Committee)  
Contact Person: Marie A. Ruemenapp, Director, 758-2500

Agriculture & Natural Resource Programs - Agricultural programs have been plentiful this winter. Farmers and agribusinesses have been active in gathering information on new business venture development (NxLevel Jan 15 to Mar. 18), crop pest management (Crop Management Update Jan.19), wheat profitability (Wheat 20/20 Jan. 27), dry bean production (County Dry Bean Day Feb. 6), and pesticide applicator recertification (RUP Recertification Review Feb. 11).

Sugar beet Advancement research report was sent out to 1800 sugar beet growers in January. Included in this report are topics ranging from variety selection to disease control in sugar beets. One discovery that will greatly impact producers is the control of Rhizoctonia Crown Rot. Rhizoctonia Crown Rot is one of the largest yield robbers that growers have to contend with. A one ton loss is equal to seven million dollars in revenue. A well timed fungicide application will control this disease and increase industry profits. The sugar beet industry produces well over 100 million dollars of revenue at the farm gate. Keeping this industry healthy will help to keep the rural economy strong

The Saginaw Family Child Care Network and MSU Extension Individual Development Account program, which helps individuals and families save to buy homes, start businesses or go back to school, currently has a total of 26 active participants. The current group of 7 new participants just finished their third economic literacy class.

The Take Charge Of You Diabetes Research Project research project has changed its name to "Diabetes Health: Its in your hands." There are currently 16 participants. MSU Extension has just started its second group session, which is being held at Janes Street clinic. Group sessions will continue now through March.

4-H Youth Development - A new 4-H horse council was established in December of 2003. This group will be responsible for planning and implementing horse shows and activities in Saginaw County. We are currently planning a county wide Jr. Camp for July. On February 2, 2004 a mandatory financial training for all organizational leaders was held that went over all state and federal financial reporting rules, as well as county requirements. A new program was started on February 5 called 4-H Teen Action Through Citizenship, Leadership and Service. An AmeriCorps/VISTA member, Mamie Moore, has been hired to carry organize this new programming focusing on getting youth involved in community service.

Community & Economic Development Programs - Small Business Financial Literacy-MSU Extension, in partnership with the Saginaw County Minority Business Development Center, offered a second 12-hour financial literacy program to individuals wishing to start a small business. Nine participants have enrolled in the program. The individuals participating in the "ABC's of Finance" are unable to secure a small business

loan because their personal finances are in poor condition. The goal of the project is to assist them in setting up a personal budget, to assess their own spending habits, and to reduce consumer debt and increase personal savings. Fourteen Habitat for Humanity families enrolled for the 16-hour Financial Literacy program, which began in January 2004, and will finish in February. Provided two in-service training opportunities for the Expanded Food and Nutrition Education Program and Family Nutrition Program staff: "Gifts from the Kitchen," and "Diversity in American Foods: Soul Food." For more information on any of the projects mentioned contact Roberta M. Rodgers Extension Educator – Family & Consumer Sciences, 758-2500 or [rodgers@msue.msu.edu](mailto:rodgers@msue.msu.edu)

26. 911 AUTHORITY:

Contact Person: Thomas McIntyre, Director, 790-5504

Saginaw County E9-1-1 continues to stride toward the updating of its equipment at the Center. The Saginaw County 9-1-1 Central Dispatch serves as the vital link between the citizens and the public safety agencies in Saginaw County handling nearly 390,000 calls per year. Our mission is to serve all of Saginaw County's citizens and visitors by providing prompt, accurate and reliable access to the County's public safety agencies: thus making Saginaw County a safer community in which to live, work and visit.

We continue to work with all Cellular providers in Saginaw County to become Phase I and Phase II compliance. We are one of the first counties in Michigan to attempt to test Phase II which would allow the name & cellular number of the user; along with the X Y coordinates to allow the dispatcher to place with cellular caller within 3 feet to 300 feet where the call is being received. This was tested in January of 2003 and as of February 27, 2004; we have seven (7) cell companies up and running with Phase II.

We have upgraded the entire CAD (computer aided dispatch) System at the cost of \$435,000.00 in which was paid by Wireless Funds by the State of Michigan. This again will make us Wireless Phase II Compliant to qualify Saginaw County 9-1-1 Communications to continue to receive funds and to further our testing with various wireless companies to locate callers during an emergency call.

On March 2<sup>nd</sup>, 2004, again we are updating a vital part of our 9-1-1 Center with an upgrade to the Emergency Dialer System, in which is a backup for the paging system for all Saginaw County Fire Departments.

Saginaw County is now the only county outside of Detroit City to have 3-1-1 for Non-Emergency Calls. As of this week, we have received 1500 calls for a three week period, which is an average of 500 calls per week. As time continues and with educational means for the citizens of Saginaw County, this will continue to rise for 9-1-1 personnel to be able to help us and to help you to better serve the public.

27. PARKS: (County Services Committee)

Contact Person: John Schmude, Parks Director, 790-5280

Winter 2003 Programs/Events: Winter 2003 events include: Apple Mountain Down Hill Ski on January 16; Shake on the Lake, a children's ice fishing tournament on February 7 at the William H. Haithco Recreation Area; Law Enforcement Torch Run Polar Bear Plunge for Special Olympics Michigan on February 8 at the William H. Haithco Recreation Area; Fly-Tying Workshop on March 20 at the Butman-Fish Library. In the beginning fly tying workshop we will identify and utilize tools and materials necessary for the fly tying basics; Seasonal Stroll on March 25 at Ringwood Forest. Learn tricks to identifying trees, how animals get around at night, and enjoy the sites, sounds and smells of nature during this evening in the outdoors.

Summer 2004 Seasonal Hiring: Applications are currently being accepted for seasonal positions with

the Saginaw County Parks and Recreation Commission through March 19, 2004. Positions include booth attendants, concession workers, grounds maintenance workers, lifeguards, office clerk, park rangers and a park supervisor.

28. **PERSONNEL DEPARTMENT:** (Labor Relations Committee)  
Contact Person: Jennifer Broadfoot, Personnel Assistant, 790-5507

**Labor Relations** - Negotiations are ongoing with the Detention Youth Care Specialists and Supervisors groups at the Juvenile Detention facility, the Sheriff's Department Sergeants and the Commission on Aging/Public Health Department group.

This month sessions are scheduled to begin with the two new groups represented by the UAW. Non-union professional employees recently voted to be represented by the UAW as well.

Contracts with several other groups are set to expire on September 30, 2004. It is anticipated that negotiations with these groups will begin sometime this summer.

**Personnel** - Orientation sessions for new hires will be ongoing the month of March. In addition to the sessions held at the Courthouse, meetings were also held at the Juvenile Detention Facility and the Commission on Aging.

Thursday, April 22, 2004 has been designated as "National Take Our Daughters and Sons to Work Day." More information about the day will be sent to Department Heads and all employees can look for details about the event in upcoming editions of the Employee Newsletter.

29. **PLANNING:** (County Services Committee)  
Contact Person: Jay Reithel, Planning Director, 797-6800

**LOCAL PLANNING & ZONING** - Staff is completing development plans for Brant, St. Charles, and Marion Townships along with the Village of Merrill. All local plans are now being developed utilizing Saginaw County's GIS (Geographic Information System). County Planning has also started work on plans for Fremont and Swan Creek Townships.

The planning department has started compiling data for the Pre-Disaster Mitigation Plan. The purpose of the plan is to research and develop an all-hazards hazard mitigation plan which includes cost-effective hazard mitigation measures that will permanently reduce or eliminate the long-term risk to human life and property from natural, technological or human-caused disasters and their effects.

**SAGINAW METROPOLITAN AREA TRANSPORTATION STUDY (SMATS)** - SMATS has completed a list of initial transportation projects for fiscal years 2004-2006, Saginaw County will utilize over \$90,000,000 for transportation improvements.

Planning staff has completed the acquisition of information pertaining to road condition for the federal aid eligible network in Saginaw County.

**SAGINAW COUNTY HOUSING REHABILITATION PROGRAM** - Staff has completed the application process for FY 2004-2005 to secure over \$300,000 for low interest/ no interest home improvement loans through MSHDA. Over \$250,000 was spent in FY 2003 for home improvements for residents of Saginaw County.

30. PUBLIC HEALTH: (Human Services Committee)  
Contact Person: John D. Niederhauser, Health Officer, 758-3818

Administration - MOD (Moving in One Direction) Squad is sponsoring a department-wide March 1<sup>st</sup> Phase 3 - working session for staff to develop a department-wide mission and vision statement. The theme for the event is Hawaiian.

The mandatory OSHA Training is scheduled for Thursday, March 11, 2004, at Synergy. OSHA Training is a required indicator for Accreditation. Both morning and afternoon sessions have been scheduled for staff to attend.

Environmental Health - Department of Environmental Quality is in the process of developing a statewide sanitary code. Michigan is currently the only state in the nation that does not have a statewide sanitary code.

Environmental Health staff will have a booth at the Home Builders Show at SVSU on March 5, 6, and 7. On display will be onsite wastewater disposal, radon, lead abatement, Household Hazardous Material Collection information, and surface water collection information.

Mercury will be accepted at our Clean Sweep collection sites this year.

To date, 60 people have registered for the food workers class.

Laboratory - Clinical Laboratory Improvement Amendment (CLIA) inspection will be February 24 - February 27, 2004. All laboratory tests will be reviewed.

The Lab has added a new security feature in response to the bioterrorism grant. A partition has been added to block off the main lab from the waiting area. We are still investigating mechanisms for keyless locks (the card system).

Nursing - The Healthy Start Annual Report is due to the Federal Government. The grant ends June of 2005. Nursing will be re-bidding on this grant for Saginaw County.

All programs are preparing for accreditation. The nursing process improvement team is working on the Family Planning Section. Starting February 1, Family Planning pill refill ours will be held during clinic hours.

31. PUBLIC WORKS COMMISSION: (County Services Committee) (Formerly DPW)  
Contact Person: Jim Koski, Public Works Commissioner, 790-5258

The Eagle Creek Drain Cleanout, located in Lakefield, Fremont and Brant Townships has been completed with the exclusion of final seeding and installing the remaining portion of the soil erosion measures that were bid with the job. The anticipated completion date of this job is Spring 2004. The Massacar Drain Cleanout, located in Jonesfield Township is complete, but will also require final seeding in the Spring of 2004. Numerous maintenance projects are also continuing this time of the year.

The design of the Carrolton-Zilwaukee Drain is complete and right-of-ways are currently being obtained. This is a tiled drain in which a FEMA Grant has been applied for to help reduce the cost of the storm sewer project for the property owners in the drainage district. The watermain will also be replaced in this area. Funding for the watermain is coming from the City of Zilwaukee and Carrolton Township reserve watermain funds. This project will be out for bids as soon as the grant monies become available.

The Village of Oakley has passed a resolution to contract with the Public Works Office for a sanitary sewer project that will be administered under Public Act 285.

The Saginaw Area Storm Water Authority now has a website that is available for viewing by the general public, [www.saswa.org](http://www.saswa.org). The next goal of the authority is to get the public education plan activated in order to satisfy permit requirements.

The Saginaw River Dredging Project is continuing to move along well. The proposed deposition site is currently being reviewed by the Michigan Department of Environmental Quality. There will not be any property acquisition for the site until they have completed this review.

Soil erosion and sedimentation control program activity since October 1<sup>st</sup>, 85 soil erosion and sedimentation control permits issued, 25 permits were renewed, and 50 closed.

32. **PURCHASING:** (County Services Committee)  
Contact Person: Kelly Suppes, Purchasing/Risk Manager, 790-5505

**2004 Fleet Bids** - An RFP was issued to seek bids for 2004 model year vehicles. The bid was awarded to Zehnder Chevrolet as follows:

(1) Chevy Impala-Police Pkg	\$17,213/ea	Sheriff-Selective Enforcement
(2) ½ Ton Chevy Pickup (2WD)	\$12,834/ea	Mosquito Control
(2) ¾ Ton Chevy Pickup (4WD)	\$18,748/ea	Mosquito Control (1), Parks (1)
(1) Chevy Trailblazer (4WD)	\$21,546/ea	Motor Pool (Replace Surplus Vehicle)

**2004 Survey & Remonumentation Contracts** - An RFP was issued to Professional Surveyors for (3) separate contracts for the 2004 Survey & Remonumentation grant. Contracts were awarded as follows:

Wilcox Professional Services	15 Corners @ \$925/corner
Wade-Trim, Inc.	15 Corners @ \$925/corner
Spicer Group	15 Corners @ \$925/corner

**Environmental Consultant RFQ** - An RFQ (Request for Qualifications) was issued in conjunction with the Planning Department to select a Environmental Consultant to provide technical assistance for review and oversight of the Brownfield Cleanup Revolving Loan Fund (BCRLF) grant. Statements of Qualifications are due on March 9, 2004 and will be turned over to the Brownfield Authority for evaluation. The grant allows for a budget figure of \$145,000 for Contractual services.

33. **RETIREMENT:**  
Contact Person: Amy J. Deford, Retirement Adm., 790-5577

**Retirement Plans** - 413 employees are enrolled in the County's ICMA Retirement Corporation Defined Contribution Program (DC) as of October 29, 2003, while 301 employees remain in MERS.

34. **SHERIFF'S DEPARTMENT:** (Courts and Public Safety Committee)  
Contact Person: Sheriff Charles Brown, 790-5456

There is no report this month.

**ATTACHMENT A  
COURTS AND PUBLIC SAFETY COMMITTEE  
ISSUES FOR 2004 AND STATUS AS OF MARCH 1, 2004**

<b>ISSUE</b>	<b>WHY IS THIS AN ISSUE?</b>	<b>WHO ARE THE MAIN PLAYERS?</b>	<b>WHERE WILL IT BE DEBATED?</b>	<b>WHAT CAN WE EXPECT?</b>	<b>DATE FOR ACTION</b>	<b>STATUS</b>
<b>Collections of Delinquent Accounts</b>	An estimated \$1,000,000 is outstanding for Court and Jail related functions.	Circuit Court District Court Probate Court Sheriff Comm. Corr. Controller	Courts & Public Safety	A system where delinquent accounts are pursued for payment.	Winter / Spring 2004	Controller calling meeting of all involved to identify accounts and work on solution
<b>House Numbering</b>	There is a growing number of instances where emergency first responders cannot efficiently locate emergency callers addresses.	BOC 9-1-1 Law Enforcement	Courts & Public Safety	A uniform numbering system that will best protect our citizens.	Spring/ Summer 2004	Consumers Energy correspondence is being reviewed by Courts and Public Safety. Assignment for Controller/CAO to review program.
<b>State Funding Reductions</b>	Funding reductions will impact a number of Law Enforcement functions and services.	Courts Sheriff Prosecutor	Courts & Public Safety	Service reductions and requests for alternate funding.	Ongoing	Awaiting final mid-year reduction from state of Michigan. Possible more reductions to come.

**ATTACHMENT B  
HUMAN SERVICES COMMITTEE  
ISSUES FOR 2004 AND STATUS AS OF MARCH 1, 2004**

<b>ISSUE</b>	<b>WHY IS THIS AN ISSUE?</b>	<b>WHO ARE THE MAIN PLAYERS?</b>	<b>WHERE WILL IT BE DEBATED?</b>	<b>WHAT CAN WE EXPECT?</b>	<b>DATE FOR ACTION</b>	<b>STATUS</b>
<b>Wildlife Refuge Mosquito Spraying</b>	Securing the rights to treat areas of the Shiawassee Wildlife Refuge to offer residents protection from mosquito-related diseases.	Federal Govt Mosquito Board Mosquito Director	Human Services Federal Dept of Fish and Wildlife	Ability to treat Refuge areas that affect our citizens	Winter 2004	Mosquito Director is in process of seeking waiver from Federal Rules.
<b>State Funding Reductions</b>	Funding reductions will impact a number of Health and Mental Health programs and services.	State Mental Health Auth. Health Dept. Controller	Human Services BOC	Service reductions. Requests for alternate funding.	Ongoing 2004	Awaiting final mid-year reduction from state of Michigan. Possible more reductions to come.

**ATTACHMENT C**  
**COUNTY SERVICES COMMITTEE**  
**ISSUES FOR 2004 AND STATUS AS OF MARCH, 2004**

<b>ISSUE</b>	<b>WHY IS THIS AN ISSUE?</b>	<b>WHO ARE THE MAIN PLAYERS?</b>	<b>WHERE WILL IT BE DEBATED?</b>	<b>WHAT CAN WE EXPECT?</b>	<b>DATE FOR ACTION</b>	<b>STATUS</b>
<b>Dredging the Saginaw River</b>	16 businesses rely on the Upper Saginaw for survival of their existence. River must be dredged	Businesses BOC DEQ Army Corps Public Works	Army Corps County Services DEQ	A long-term plan to dredge the Saginaw River which includes the acquisition of land for a disposal site.	Spring / Summer 2004	DEQ, Army Corps, River Alliance now attempting to secure site and funding with Public Works Commissioner.
<b>Harry Browne Airport-ILS System</b>	Funding has been approved for an ILS.	Federal Aviation Administration State Department of Transportation-Aviation Division Engineers and Contractors Controller	Airport Committee County Services BOC	FAA and State continue construction and installation of an ILS at their discretion.	Summer / Fall 2004	Process has been delayed due to events of 9/11/2001 requiring FAA to address national security issues.
<b>Metropolitan Planning Organization</b>	Transfer of the Planning Department to an MPO.	Planning Commission County Services	County Services Planning Commission	Lower costs to the County.	Summer 2004	The Controller and the Planning Director are formulating a proposal for the BOC.
<b>Port Authority</b>	Create a single entity to own and operate all municipal transportation in County.	STARS Departments Municipalities	County Services Governor's Office BOC Other Municipalities	A single transportation system for all forms of transportation.	Ongoing	Discussion Stages.
<b>GIS System</b>	Transfer of the GIS System will reduce County cost and share in direction and control of the program.	Planning Commission County Services	County Services	Lower cost and a more used system.	Summer 2004	Several municipalities including townships, villages, MSU and Road Commission are formulating a proposal for the BOC.
<b>State Funding Reductions</b>	Funding reductions will impact a number of County Services Committee Departments.	Several Departments	County Services	Service reductions and requests for alternate funding.	Ongoing	Awaiting final mid-year reduction from state of Michigan. Possible more reductions to come.

**ATTACHMENT D**  
**BUDGET AND AUDIT SUBCOMMITTEE OF APPROPRIATIONS**  
**ISSUES FOR 2004 AND STATUS AS OF MARCH 1, 2004**

ISSUE	WHY IS THIS AN ISSUE?	WHO ARE THE MAIN PLAYERS?	WHERE WILL IT BE DEBATED?	WHAT CAN WE EXPECT?	DATE FOR ACTION	STATUS
<b>2002 / 2003 Audit</b>	Required by State Statute.	BOC Controller Department Heads Elected Officials	Budget & Audit BOC	An unqualified audit opinion and report.	March 25, 2004 Board Meeting	Audit is in progress.
<b>2004 / 2005 Budget</b>	Required by State Statute.	BOC Controller Department Heads Elected Officials	Committees Budget & Audit BOC	A balanced budget.	September 14, 2004 Board Meeting	Budget calendar has been sent to BOC for adoption.
<b>Prepare Capital Improvement Plan for 2004 / 2005</b>	BOC needs to determine the priorities for purchasing items in the Capital Improvement Fund.	BOC Controller Department Heads Elected Officials	Budget & Audit BOC	A priority list for staff to implement as part of the 2004 / 2005 Budget.	September 14, 2004 Board Meeting	Budget calendar has been sent to BOC for adoption.
<b>General Fund Balance Policy</b>	Existing policy establishes a number of fund balance reserve accounts. In view of recent and expected budget difficulties, options for changes in policy may be appropriate.	Financial Auditors Controller Treasurer	Budget & Audit BOC	Determination of the adequate level of reserves during a time of budget difficulties causing service and staff reductions.	Ongoing	Budget & Audit did review at March and April Committee Meetings. Controller to consider use of minimal reserves as opposed to staff reductions in Fiscal 2004 Budget.

**ATTACHMENT E**  
**LABOR RELATIONS SUBCOMMITTEE OF APPROPRIATIONS**  
**ISSUES FOR 2004 AND STATUS AS OF MARCH 1, 2004**

ISSUE	WHY IS THIS AN ISSUE?	WHO ARE THE MAIN PLAYERS?	WHERE WILL IT BE DEBATED?	WHAT CAN WE EXPECT?	DATE FOR ACTION	STATUS
<b>Develop Negotiating Strategies for Expired and New Labor Contracts</b>	Six Labor Agreements are expired or new.	BOC Labor Relations Staff County Attorney	BOC Labor Relations	Direction to management for proposals to Unions.	Winter / Spring 2004	County staff members are currently in negotiations with 3 of the 6 labor groups.
<b>Cost Containment Methods for Fringe Benefits</b>	Fringe Benefit costs continue to escalate at an excessive rate, while resources are level or diminishing.	BOC Labor Relations Personnel Labor Unions County Attorney	BOC Labor Relations Negotiations	Controller's Office is continuing to review benefit programs for cost containment possibilities.	Ongoing	Controller sent various communications to BOC in 2003. All were received and filed.

**ATTACHMENT F**  
**LEGISLATIVE SUBCOMMITTEE OF APPROPRIATIONS**  
**ISSUES FOR 2004 AND STATUS AS OF MARCH 1, 2004**

ISSUE	WHY IS THIS AN ISSUE?	WHO ARE THE MAIN PLAYERS?	WHERE WILL IT BE DEBATED?	WHAT CAN WE EXPECT?	DATE FOR ACTION	STATUS
<b>Legislator Meetings</b>	To ensure communication and meet with Legislators on a continuing basis.	Legislative Controller Legislators	Legislative BOC Committee of Whole	Meetings to ensure committee objectives are being met and communicate all current legislative issues to their correct departments.	Ongoing 2004	
<b>Public Act 653 of 1905, Public Act 540 of 1903, Public Act 10 of 1909, Public Act 4 of 1921</b>	Due to the restrictive nature of the acts, the acts should be considered for repeal by local Legislators.	Legislative Controller Civil Counsel State Legislature	Legislative State Legislature	Repealed Acts.	ASAP	Bills have been introduced and are in Legislative Process.

**ATTACHMENT G  
EXECUTIVE COMMITTEE  
ISSUES FOR 2004 AND STATUS AS OF MARCH 1, 2004**

ISSUE	WHY IS THIS AN ISSUE?	WHO ARE THE MAIN PLAYERS?	WHERE WILL IT BE DEBATED?	WHAT CAN WE EXPECT?	DATE FOR ACTION	STATUS
<b>Training Sessions for Boards and Commissioners</b>	The BOC wants assurance that the various Boards and Committees created by the Board comply with existing State and Federal laws relating to accessibility and information.	BOC County Attorney Board Staff Various Boards and Commissions Department Heads Elected Officials	BOC	Boards and Commissions that are trained and updated on pertinent issues.	2004	As part of this year's budget cycle, the Executive Committee will schedule Committee of the Whole sessions on financial topics.
<b>County General Information Book</b>	The BOC desires to communicate annually to other municipalities and the financial markets financial and business practices of the County.	BOC Controller Treasurer	Executive	A General Information Book reflective of the financial condition of the County.	Spring 2004	Controller's Office now preparing information.
<b>Annual Information Brochure</b>	The BOC desires an informative report to citizens that highlights both prior year's accomplishments and next year's goals and initiatives.	Chairman Executive Controller/CAO	Executive	An information brochure suitable for distribution which is informative and reflects a positive image.	February 5, 2004	Controller's Office now preparing information.
<b>Annual Newspaper Fold</b>	The BOC desires as a communication tool an information section to place into the Saginaw News circulation.	BOC Executive Department Heads Elected Officials	Executive	An information fold in the Saginaw News.	Spring / Summer 2004	Plan to create for distribution in May – June of 2004.