



**Grand Traverse County
Board of Commissioners
Special Meeting**

Wednesday, February 14, 2018
5:30 p.m.
Commission Chambers
Governmental Center, 400 Boardman,
Traverse City, MI 49684

The Board of Commissioners will be holding a Special Meeting which has been set for the date, time and location noted above. The purpose of the meeting is identified in the Agenda below.

If you are planning to attend and you have a disability requiring any special assistance at the meeting, please notify the County Clerk immediately at 922-4760.

AGENDA

- 1. Call to Order (Pledge, Roll Call)
- 2. 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. Please be respectful and refrain from personal or political attacks.

- 3. Facilities and Resource Recovery Manager Positions.....2
- 4. Community Development Agreement 3
- 5. Finance Outlook4
- 6. Second Public Comment
- 7. Closed Session – Grand Traverse County v Halloway
- 8. Adjournment



Action Request

Meeting Date:	February 14, 2018		
Department:	County Administration	Submitted By:	
Contact E-Mail:		Contact Telephone:	
Agenda Item Title:	Facilities and Resource Recovery Positions		
Estimated Time:		Laptop Presentation:	<input type="radio"/> Yes <input checked="" type="radio"/> No

(in minutes)

Summary of Request:

We have identified a candidate for the Facilities Manager position. The Candidate has a significant history in the field and is currently a Maintenance Supervisor at a local industry. We are in the process of discussing the terms of employment with the candidate and we are conducting a reference check.

Recommendation: This item will return to you upon completing these tasks.

We have also identified a candidate to take the Resource Recovery Manager position. The candidate also has significant experience in the Resource Recovery field and is currently employed as Sanitarian and Environmental Program Manager downstate. We are in the process of discussing the terms of employment with the candidate and will be conducting a reference check. The candidate for this position may not be able to start in the position immediately.

Recommendation: This item will return to you upon receiving additional information.

Suggested Motion:

Update only - pending finalization of details and formal recommendation.

Financial Information:

Total Cost:		General Fund Cost:		Included in budget:	<input type="radio"/> Yes <input checked="" type="radio"/> No
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If not included in budget, recommended funding source:

This section for Finance Director, Human Resources Director, Civil Counsel, and Administration USE ONLY:

Reviews:	Signature	Date
Finance Director		
Human Resources Director		
Civil Counsel		

Administration: Recommended Date: _____

Miscellaneous:

Attachments:

Attachment Titles:



**GRAND TRAVERSE COUNTY
ADMINISTRATION/BOARD OF COMMISSIONERS**

400 BOARDMAN AVENUE
TRAVERSE CITY, MI 49684-2577

ADMINISTRATION
BOARD OF COMMISSIONERS
FAX

231/922-4780
231/922-4797
231/922-4636

MEETING DATE: February 14, 2018
TO: Board of Commissioners
**FROM: Jean Derenzy, Nate Alger and Chris Forsyth
County Administration**
RE: Community Development

On Wednesday, February 14, the Brownfield Redevelopment Authority will be reviewing proposals to contract for services County-wide. At the same time, the City of Traverse City is looking into providing Economic Development Services for the City of Traverse City that could be expanded to provide those services to the County as well.

We would like to have a discussion with the County Board regarding your ideas in regard to Community Development and to obtain your comments and concerns regarding what you would like to have considered before identifying specific needs for discussion with a contractor or with the city.

On February 5th, Mr. Colburn presented the City Commission with a Community Development Agreement that included the following terms:

1. The City shall either hire an appropriate employee or select an entity to provide economic development services to the County and DDA;
2. The agreement would be five years in length with any party having the ability to terminate the agreement by giving at least 120 days prior notice of termination to the other parties;
3. The County would pay up to \$165,000 in captured brownfield administrative costs and \$10,000 from the general fund for additional economic development services.
4. The DDA would pay the City \$10,000 per year for economic development services.



GRAND TRAVERSE COUNTY
FINANCE DEPARTMENT
400 BOARDMAN AVENUE
TRAVERSE CITY, MI 49684-2577

MEETING DATE: February 14, 2018
TO: Board of Commissioners
FROM: Dean Bott, Finance Director
RE: Financial Outlook

As requested, an update on the County's Financial Outlook is presented below:

General Fund – Fund Balance Projected at 12/31/17	\$11,300,000
Minimum Fund Balance requirement – 15% of Operating Budget	5,700,000
Amount above 15%	5,600,000

Taxable Value and Tax Revenues are increasing.
2018 Taxable Value is estimated to increase 3 to 4%
2018 Tax Revenue is estimated to increase 3%

The OPEB Liability needs to be addressed. Based on the last valuation that was performed the OPEB liability was calculated to be \$7,704,335. At a minimum the State is requiring us to be at least 40% funded which would equate to \$3,082,000. In 2017 \$250,000 was paid to MERS for this liability which leaves a balance of \$2,832,000 to fund to be at the 40% level.

Additional Information regarding the General Fund Budget and performance for 2017

The 2017 Budget included a budgeted use of fund balance of \$2.9 million with \$2.6 million of this amount relating to the additional pension contribution. The projected fund balance of \$11.3 million above represents a decrease of approximately \$1 million compared to the budgeted decrease of \$2.9 million. The budget performance is the result of actual revenues exceeding budgeted revenues and actual expenditures being less than budgeted expenditures.