

BENZIE COUNTY BOARD OF COMMISSIONERS

448 COURT PLACE – BEULAH, MI 49617 – (231) 882-9671
www.benzieco.net

MEETING AGENDA

June 13, 2023

Frank F. Walterhouse Board Room, Governmental Center, Beulah, Michigan

Join Meeting

Please click the link below to join the webinar:

www.youtube.com/@BenzieCounty

PLEASE TURN OFF ALL CELL PHONES OR SWITCH THEM TO VIBRATE

9:00 a.m. CALL TO ORDER
ROLL CALL
INVOCATION AND PLEDGE OF ALLEGIANCE
APPROVAL OF AGENDA
APPROVAL OF MINUTES – 5/23/23; Closed Session 5/23/23
PUBLIC COMMENT
TRUTH IN TAXATION PUBLIC HEARING – Resolution 2023-006
FINANCE –
 A) Approval of Bills
ELECTED OFFICIALS & DEPT HEAD COMMENTS
ACTION ITEMS –
 A) Approval of MI Spark grant application for trail improvements.
 B) Award Project to bidder regarding the lower-level expansion - Dispatch
 C) Approval of IN Digital proposal regarding Central Dispatch mobile phones backup
 D) Consider authorizing summer road patrol contract with Village of Honor
 E) Confirm purchase of three portable radios for Sheriff's office use
 F) Consider authorizing an agreement in connection to an employment matter
 G) Consider budget amendment to recognizes revenue and expenditures with a reimbursement grant for District Court set aside.
 H) Consider approving proposal for fire alarm integration related to the leased space in the Government Center
 I) Approve copier lease for Prosecutor's Office
 J) Budget amendment for Building Department
COMMISSIONER REPORTS –
COUNTY ADMINISTRATOR'S REPORT – Katie Zeits
STUDY SESSION – 5/9/23 - None
COMMITTEE APPOINTMENTS –
UNFINISHED BUSINESS –
NEW BUSINESS –
PRESENTATION:

10:15 a.m. Ed Hoogterp, Parks and Recreation Commission – Parks and Recreation Feasibility Study
10:30 a.m. Tim Maylone, Cherry Capitol Connect – Broadband Expansion Project update
PRESENTATION OF CORRESPONDENCE
PUBLIC COMMENT
ADJOURNMENT

Times Subject to Change

PUBLIC COMMENT

Purpose: The Benzie County Board of Commissioners is a public policy setting body and subject to the Open Meetings Act (PA 267 of 1976). The Board also operates under a set of “Benzie County Board Rules (section 7.3)” which provides for public comment during their meetings. It continually strives to receive comment from the residents of the county and reserves two opportunities during the monthly scheduled meeting for you the public to voice opinions, concerns and sharing of any other items of common interest. There are however, in concert with meeting conduct certain rules to follow.

Speaking Time: Agenda items may be added or removed by the board but initially at least two times are devoted to Public Comment. Generally, however, attendees wishing to speak will be informed how long they may speak by the chairman. All speakers are asked to give their name, residence and topic they wish to address. This and the statements/comments will be entered into the public record (minutes of the meeting). Should there be a number of speakers wishing to voice similar opinions, an option for a longer presentation may be more appropriate for the group and one or more speakers may talk within that time frame. The Board will not be accepting public comment via zoom/online.

Group Presentations – 15 minutes
Individual Presentations – 3 minutes

Board Response: Generally, as this is an “Comment” option, the board will not comment or respond to presenters. Silence or non-response from the board should not be interpreted as disinterest or disagreement by the board. However, should the board individually or collectively wish to address the comments of the speaker(s) at the approval of the Chair and within a time frame previously established, responses may be made by the board. Additionally, the presenter may be in need of a lengthier understanding of an issue or topic and may be referred to a committee appropriate to address those issues.

Public Comment is very important in public policy settings and is only one means for an interchange of information or dialogue. Each commissioner represents a district within the county, and he/she may be individually contacted should greater depth or understanding of an issue be sought. Personal contact is encouraged and helpful to both residents and the board.

Commissioner Contacts:

- District I – Bob Roelofs (Almira East of Reynolds Road).....231-645-1187
- District II - Art Jeannot (Almira Twp West of N. Reynolds Road, Platte Twp, Lake Twp East of Sutter Rd, and Inland Twp section 1-6, section 7 lying west of Maple City Hwy, north of US-31)231-920-5028
- District III – Karen Cunningham (Crystal Lake, Frankfort and Lake Twp, at Sutter Road going West)231-822-4067
- District IV – Rhonda Nye (Benzonia Twp, except for sections 31, 36 and 35 East of Case Road).....231-510-8804
- District V – Tim Markey (Homestead and Benzonia Twp sections 31, 36 and 35 West of Case Road).....231-822-4066
- District VI - Evan Warsecke (Colfax, Inland except sections 1-6, section 7 lying west of Maple City Hwy and North of US-31).....231-822-4065
- District VII - Gary Sauer (Blaine, Gilmore, Joyfield, Weldon)231-651-0647

THE BENZIE COUNTY BOARD OF COMMISSIONERS
May 23, 2023

The Benzie County Board of Commissioners met in a regular session on Tuesday, May 23, 2023, in the Frank Waltherhouse Board of Commissioners Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chair Bob Roelofs.

Present were: Commissioners Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke
Excused: Commissioner Jeannot

The invocation was given by Commissioner Roelofs and the Pledge of Allegiance was recited.

Tributes presented by Board Chair:

Chair Roelofs presented a tribute to the Benzie County Emergency Medical Services. Paramedics and Emergency Medical Technicians provide aid after medical emergencies and disasters and ease our suffering in countless ways. The unwavering commitment of Benzie County EMS to public service often comes at the cost of their own physical well-being, mental health, and precious time with loved ones. The Benzie County Board of Commissioners do hereby give this tribute to Benzie County EMS in celebration of Emergency Medical Services Week, May 21 – 27, 2023, and call upon all government officials, parents, teachers, school administrators, caregivers, business leaders, non-profit organizations, and the people of Benzie County to observe this week and thank their Benzie County EMS Personnel for their service to our community.

Agenda:

Motion by Warsecke, seconded by Nye, to approve the agenda as amended, by removing Action Item E, Bomb-Swatting Threat Policy. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke
Nays: None Exc: Jeannot Motion carried.

Minutes:

Motion by Sauer, seconded by Markey, to approve the regular session minutes of May 9, 2023, as presented. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None
Exc: Jeannot Motion carried.

Motion by Sauer, seconded by Nye, to approve the close session minutes of May 9, 2023, as presented. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Public Hearing: Hazard Mitigation Plan:

Stephanie Marchbanks, Networks Northwest, and Rebecca Hubers, Benzie County Emergency Management Coordinator, were present to answer any questions regarding the Hazard Mitigation Plan.

9:08 am Open Public Hearing

Annie Browning, Village of Beulah, questioned what you think the most likely hazard would be from the environment.

Stephanie Marchbanks stated that it would be weather.

Rebecca Hubers stated that another area it could be is flooding, which is addressed in this plan.

Stephanie Marchbanks stated that this plan was available online for the public to review for about a month and Networks Northwest has not received any comments.

COMMISSIONERS

Page 2 of 6

May 23, 2023

Commissioner Nye stated that some residents had insurance issues because of the flood zones delineation, does this satisfy what they are looking for?

Rebecca Hubers stated that the townships still need to present, adopt and accept the maps of the Hazard Mitigation Plan.

Commissioner Cunningham stated that she has heard from the public quite a bit and will speak on their behalf. On page 10 – “on going enforcement of soil erosion, permitting” and then “permits and inspections based on code.” Is there anyone who will follow through on this?

Rebecca Hubers stated that we do not enforce this, that would be the building department for soil erosion, and it may be different for each Township.

9:19 a.m. Close Public Hearing

Motion by Markey, seconded by Cunningham, to approve the draft Hazard Mitigation Plan for review by the Michigan State Police and FEMA. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried

9:20 a.m. Public Comment

Richard Haan, Honor, stated that they own the Sleeping Bear Riverside Cabins in Honor, and the Laundromat in Frankfort. Requesting \$28,450 of the ARPA funds to replace 3 washing machines in their laundromat with two 40-pound washing machines.

Chris Kitzman, Benzonia Township, has two comments regarding action item B, Strategic Priorities and Goals. First, one relates to your strategy to achieve effective external communication with the community by engaging in positive outreach. She would like to see a synopsis of the approved minutes published in the Record Patriot. The other one fits under enhance county services also and ask that you revisit some form of awareness and coordination of zoning throughout the county.

9:26 a.m. Public Comment closed.

FINANCE

Bills: Motion by Warsecke, seconded by Sauer, to approve payment of the bills from May 6, 2023, through May 18, 2023, in the amount of \$411,179.98, as presented. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS:

Doug Durand, Benzie Senior Resource Director provided a written report and stated that they have started a new footcare clinic at Michigan Shores. Commented that all four nurses are doing electronic charting. The golf outing on behalf of Benzie Senior Resources, will be June 11, 2023.

Nate Loop, Maples Administrator provided a written report and presented it. He stated that he will be providing this report monthly whether he is present at the meeting or not.

CLOSED SESSION: Collective Bargaining Negotiations

9:41 a.m. Motion by Roelofs, seconded by Sauer, in accordance with MCL 15.268 (c), to enter into closed session to discuss strategy in accordance with FOPLC bargaining unit. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

9:54 a.m. back in open session.

COMMISSIONERS

Page 3 of 6

May 23, 2023

Motion by Nye, seconded by Sauer, to move to ratify the tentative agreement previously ratified by the FOPLC Deputies Bargaining for the 2023 re-opener and authorize the Board Chair to sign the Letter of Agreement to make the agreed upon change as approved as to form by the County's legal counsel. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS (continued):

Rebecca Hubers, Emergency Management, stated that if anyone would like to see the drawing of the lower-level expansion plans, come and see her. We do not want it out there on the public website for security reasons. Same as the upcoming Cyber Incident Response Policy. Also, introduced Jacob Balhorn, he is a summer Criminal Justice Intern for the building.

Brianne Lindsay, Equalization Director provided a written report.

Jesse Zylstra, Solid Waste and Recycling Coordinator provided a written report.

10:00 a.m. PRESENTATION: Terry VanderCook, Networks Northwest, presented 2022 Networks Northwest Annual Report, and went over the services they provided to Benzie County.

ACTION ITEMS

Consider accepting the 2021/2022 audit: Motion by Sauer, seconded by Cunningham, to accept the Audited Financial Statements for Benzie County's Fiscal Year 2021-2022. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Adopt Benzie County Strategic Priorities and Goals: Discussion held. Motion by Warsecke, seconded by Markey, to adopt the Benzie County Strategic Priorities, Goals and Actions dated May 9, 2023. Roll call. Ayes: Markey, Nye, Roelofs, Sauer and Warsecke Nays: Cunningham Exc: Jeannot Motion carried.

Consider adopting the Cyber Incident Policy: Rebecca Hubers was present to answer any questions. Motion by Sauer, seconded by Nye, to adopt the Cyber Incident Response Policy which adopts the Cyber Incident Response Plan. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Consider adopting the Personnel File Policy: Jackie Palfey was present to answer any questions. Motion by Sauer, seconded by Cunningham, to adopt the Personnel File Policy and add it to the staff manual. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Consider adopting the Fraud Policy: Jackie Palfey was present to answer any questions. Motion by Warsecke, seconded by Markey, to adopt the Anti-Fraud Policy to replace the old policy listed in the staff policy manual. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Consider adopting the Tobacco/Smoke Free Policy: Jackie Palfey was present to answer any questions. Motion by Nye, seconded by Cunningham, to adopt the Tobacco/Smoke Free Workplace

COMMISSIONERS

Page 4 of 6

May 23, 2023

Policy to replace the old policy listed in the staff policy manual. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Consider adopting the Adoption and Administration Policy: Jackie Palfey was present to answer any questions. Motion by Warsecke, seconded by Sauer to adopt the Adoption and Administration Policy to replace the old policy listed in the staff policy manual. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Consider adopting the Disciplinary Action Policy: Jackie Palfey was present to answer any questions. Motion by Cunningham, seconded by Warsecke, to adopt the Disciplinary Action Policy and rescinds all related policies. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Consider adopting the Nepotism Policy: Jackie Palfey was present to answer any questions. Motion by Warsecke, seconded by Nye, to adopt the Nepotism Policy and rescinds all related nepotism policies. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Consider entering into a contract for Equalization Fieldwork services: Brianne Lindsay, Equalization Director, was present to answer any questions. Motion by Nye, seconded by Markey, to approve a one-year contract with Dr. Mark Holley, Complete Appraisal Service, in the total annual amount of \$23,300, such contract subject to approval as to its form by legal counsel and authorizes the Chair to sign. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Approve copy machines and service agreements with Netlink for Sheriff's Office: Motion by Markey, seconded by Sauer, to approve three agreements with Netlink Business Solutions for a period of 36 months for copy machines in Sheriff's Office in the estimate total annual amount of \$1,800. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Approve 2% tribal grant application for full body scanner: Motion by Cunningham, seconded by Markey, to approve the grant application for Tribal Council Allocation of 2% funding for a total body scanner and authorizes the Chair to sign. Roll call. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

COMMISSIONER REPORTS

Chair Roelofs stated he was invited to and attended the New Covenant Christian Academy first graduation ceremony, Agenda Review meeting, Union Negotiations, and a couple more meetings.

Comm Jeannot provided a written report.

Comm Cunningham provided a written report. She gave updates on the Frankfort City Council meeting and the Crystal Lake Township meeting.

Comm Nye provided a written report. She updated her report to add attendance to the MACC Health and Human Service meeting, and the EDC meeting.

COMMISSIONERS

Page 5 of 6

May 23, 2023

Comm Markey provided a written report. He updated his report to add attendance to the MACC Judicial and Public Safety Committee meeting.

Comm Warsecke – nothing to report as he had been out of state.

Comm Sauer stated he attended the Weldon Township meeting, Road Commission meeting, Village of Thompsonville meeting, Village of Elberta meeting, and Weldon Township Planning Commission meeting. Ms. Haan needs to be advised to go for a loan through ~~LARA~~ Laura Galbraith, Venture North Funding.

COUNTY ADMINISTRATOR'S REPORT – Katie Zeits stated that she has sent out the bids received for the lower-level expansion to all the Commissioners. This will be brought before the Board at the June 13, 2023, meeting for action. If you have any questions, please contact her or Rebecca Hubers, prior to that meeting. She will be attending the County Administrator Conference at Crystal Mountain for the rest of this week.

STUDY SESSION - None

COMMITTEE APPOINTMENTS- None

UNFINISHED BUSINESS - None

NEW BUSINESS - None

PRESENTATION OF CORRESPONDENCE

- Benzie Leelanau Health Department May 24, 2023, Agenda.
- Osceola County Resolution #2023-0009 – to Oppose all Firearms Control Legislation.
- Lenawee County Resolution -Opposition to Legislation Preempting Local Control.

11:23 a.m. Public Comment

Annie Browning, Village of Beulah, stated that what she is hearing today is the importance of planning commissions and emergency preparedness.

11:24 a.m. Public Comment closed.

Motion by Warsecke, seconded by Markey, to adjourn at 11:25 a.m. Ayes: Cunningham, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Exc: Jeannot Motion carried.

Bob Roelofs, Chair

Tammy Bowers, Benzie County Clerk

COMMISSIONERS

Page 6 of 6

May 23, 2023

INDEX

1. Approve the agenda as amended, by removing Action Item E, Bomb-Swatting Threat Policy.
2. Approve the regular session minutes of May 9, 2023, as presented.
3. Approve the close session minutes of May 9, 2023, as presented.
4. Approve the draft Hazard Mitigation Plan for review by the Michigan State Police and FEMA.
5. Approve payment of the bills from May 6, 2023, through May 18, 2023, in the amount of \$411,179.98, as presented.
6. Accordance with MCL15.268 (c) to enter into closed session to discuss strategy in accordance with FOPLC bargaining unit.
7. To move to ratify the tentative agreement previously ratified by the FOPLC Deputies Bargaining for the 2023 re-opener and authorize the Board Chair to sign the Letter of Agreement to make the agreed upon change as approved as to form by the County's legal counsel.
8. To accept the Audited Financial Statements for Benzie County's Fiscal Year 2021-2022.
9. To adopt the Benzie County Strategic Priorities, Goals and Actions dated May 9, 2023.
10. To adopt the Cyber Incident Response Policy which adopts the Cyber Incident Response Plan.
11. To adopt the Personnel File Policy and add it to the staff manual.
12. To adopt the Anti-Fraud Policy to replace the old policy listed in the staff policy manual.
13. To adopt the Tobacco/Smoke Free Workplace Policy to replace the old policy listed in the staff policy manual.
14. To adopt the Adoption and Administration Policy to replace the old policy listed in the staff policy manual.
15. To adopt the Disciplinary Action Policy and rescinds all related policies.
16. To adopt the Nepotism Policy and rescinds all related nepotism policies.
17. To approve a one-year contract with Dr. Mark Holley, Complete Appraisal Service, in the total annual amount of \$23,300, such contract subject to approval as to its form by legal counsel and authorizes the Chair to sign.
18. To approve the grant application for Tribal Council Allocation of 2% funding for a total body scanner and authorizes the Chair to sign.

Art Jeannot
Commissioner Report
May 23, 2023

- **5/10 – Northwest MI Community Action Agency (Housing Committee)**
 - The committee is recommending to the full board approval of funding for a housing project in Frankfort. The developer and owner is Homestretch in partnership with the City. The amount recommended is \$40k.
- **5/11 – Platte Township**
 - Business as usual.
- **5/15 – Northern MI Association of Counties**
 - Discussed the need for MSU Extension to provide a training seminar for BOC Chairmen/Chairwomen. Anyone could participate. I would like your feedback.
 - Chet Janik gave an overview of MI Leadership Institute and the services they provide. Services include executive job recruitment. Some of you may remember that Chet was the County Administrator in Leelanau County and he retired in December 2022.
 - We had several legislative updates. Most of these updates are already shared with you via emails from MAC.
 - The June 19th meeting has been cancelled.
- **5/18 – Northwest MI Community Action Agency**
 - Approved \$40k to help fund the Homestretch housing project (12 units) in Frankfort. Another \$50k was approved for a project in Traverse City.
 - The Summer Conference for State Action Agencies will be held at Crystal Mountain July 18-20.
- **5/19 – EDC/BRA**
 - I attended the meeting along with Rhonda. I will rely on Rhonda to give you an update.
- **Other**
 - I met with Paula Eberhart to get updated on the operations of her department. Technology, customer service and staffing are areas we spent the most time on.



May 23

Commissioner Cunningham, District 3

kcunningham@benzieco.net

231.822.4067

Attended/Presented

- 12 May MAC Environment Regulatory Committee, Lansing: planning future topics and speakers then sharing with counties. Received legislature update, future topics: water from natural to tap, biochar- economic/entrepreneur /education.
- 16 May Frankfort City Council/ CLTwp
- 17 May Benzie Chamber/Frankfort Accelerator/Point Betsie

Community

FEAS groundbreaking.

Point Betsie: Open House 6 May, 10am- 4pm.

Kinship Coalition: planning a Benzie meeting in June, purpose to establish a monthly support meeting.

Writing a description for a "liaison".

Veterans Inspiring Veterans Art Show board site visit. Frankfort Public Hearing/Golf cart ordinance. Toured Land Grant housing on "Jay's Place". Planning on Frankfort Business Accelerator Task Force.

Assorted meetings and emails with constituents, as it relates to county information, concerns and strategies.

MI Infrastructure survey. "Seeking resilient input." link:

<https://forms.office.com/pages/responsepage.aspx?id=h3D71Xc3rJKWaoku9HII0URLghCLLTVGs6msvMgvZkRUOVFMMjA5Rkl0SVgzU0Y1R0ZIMUJYOVl2OC4u>

Commissioner Report 05/23/23

Rhonda Nye

District IV

May 9th – Village of Beulah

- Sewer ACO (Administrative Consent Order) not received but expected.
- Sewer upgrade funding option consultation held with Baker Tilly Finance; they will attend the June 13th meeting to share information.
- Price for 10 garbage bags raised to \$33.00 effective June 1st.

May 10th – Benzonia Township

- Approved contract with Consumer Energy. Power poles will be relocated along Grace Road for accessibility. Several red pines will be removed, \$1,500.00 accepted for new tree purchase.
- Fire call volume rising, staffing issues may need to be addressed soon.
- Approved grant writer for township. No contract, service will be charges on hourly basis.

May 11th – Centra Wellness Board

- New Executive Committee members selected:
 - Chair – Don Tanner
 - Vice Chair – Terry Piachek
 - Secretary – Rhonda Nye
- End of Covid means return to pre-pandemic Medicaid rules, no clients came off of Medicaid during the pandemic.
- Northern Lakes status discussed.

May 15th – Union negotiations – Deputies and General Unions.

May 17th – Agenda Review

May 19th – EDC

- Update will be given at 05/23 BOC meeting.

May 22nd – MAC Health & Human Services

- Update will be given at 05/23 BOC meeting.

RECEIVED

MAY 18 2023

TAMMY BOWERS
BENZIE COUNTY CLERK
BEULAH, MI 49817

Tim Markey
Commissioner Report
May 23, 2023

May 10th – Homestead Twp Board

- Progress is being made on the new Platte River Park. Hope to have the Kayak launch, fishing piers, and bathroom done before July.
- Looking to add security cameras outside the bathrooms by the ball fields. There has been some damage to the facilities.

May 11th – Centra Wellness Network

- Elected new board officers:
 - Chair – Don Tanner
 - Vice-Chair – Terry Pechacek
 - Secretary – Rhonda Nye
- Northern Lakes Community Mental Health Authority (Leelanau, Grand Traverse, Wexford, Missaukee, Roscommon, & Crawford) will continue. All counties signed a new agreement. They are in the process of hiring a CEO.
- The NMRE (Northern Michigan Regional Entity) has re-structured the SUD (Substance Use Disorder Oversight advisory Committee). With an opinion from their attorney, participation in the SUD can be done remotely as it is only an advisory committee.
- Working with MAC to add rural exception to MAC's platform
- Holding a staff BBQ on June 29th.

May 11th – Dispatch Advisory

- Discussed the fall-out of the lightning strike on Dispatch & the Sheriff's office
- Approved some policies

May 15th – LPT

- Approved the Public Safety Annex of the new EOP (Emergency Operations Plan)
- Discussed the possibility of have a Safety Fair this summer or Fall. Asked that the agencies provide any Public Safety events that their communities are having so that we can coordinate.

May 15th – LEPC

- Approved the Smeltzer Orchards off-site response plan

May 17th – Benzie Senior Resources

- Canceled due to lack of quorum

May 22nd – MAC – Judiciary

- Will provide updates as I see necessary

BENZIE COUNTY CLERK
448 COURT PLACE
BEULAH, MICHIGAN 49617

Destory Date: _____

May 23, 2023 Closed Session
Discuss negotiation of a collective bargaining
agreement as permitted by MCL 15.268 (c)

Memorandum



To: Board of Commission

From: Katie Zeits, County Administrator

A handwritten signature in blue ink that reads "Katie Zeits".

Date: June 8, 2023

Subject: **Truth in Taxation**

Attached you will find a Resolution adopting the millage rate for 2023/2024, truth in taxation. This resolution is adopted each year by the Board of Commissioners. As indicated in this resolution, the levied general operating millage will be 3.3378. Before adopting the resolution, the Board must hold a public hearing to give the public an opportunity to respond to the expected millage rate.

Recommended Motion:

That the Board of Commissioners adopts Resolution 23-006, Truth in Taxation to adopt the general operating millage rate for Benzie County.

2023-006
TRUTH IN TAXATION
RESOLUTION TO ADOPT MILLAGE RATE

A meeting of the Benzie County Board of Commissioners was held in the Commissioners Room, Government Center, in said Benzie County on the 13th day of June 2023, at 9:00 a.m.

The meeting was called to order by Chairman Bob Roelofs.

Present: Commissioners Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer

Absent: Commissioner Warsecke

The following preamble and resolution were offered by Sauer, supported by Markey.

WHEREAS, The Benzie County Board of Commissioners, by resolution of June 13, 2023, propose a total authored levy of 3.3378 mills within Benzie County for operating purposes for fiscal year 2023, which included an additional rate of .2791 mills; and

WHEREAS, the Benzie County Board of Commissioners has carefully examined the financial circumstances of Benzie County for the 2023 fiscal year, including estimated expenditures, estimated revenues, and state equalized valuation of property located within the County, and determined that the levy of an additional millage rate will be necessary for the sound management and operation of Benzie County; and

WHEREAS, the Benzie County Board of Commissioners has complete authority to establish that a maximum of 3.3378 mills be levied for operating purposes in fiscal year 2023 from within its authorized millage rate; and

WHEREAS, a public hearing has been held, and, under said Act 5, the Benzie County Board of Commissioners may now authorize a maximum total levy of 3.3378 mills for operating purposes for fiscal year 2023, within its present authorized millage rate.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. For Fiscal Year 2023 the total millage rate of 3.3378 mills, which includes an additional rate of .2791 mills, shall be levied upon property located within Benzie County.
2. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

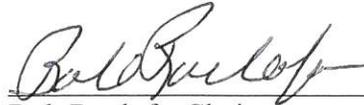
Roll Call.

Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, and Sauer

Nays: None

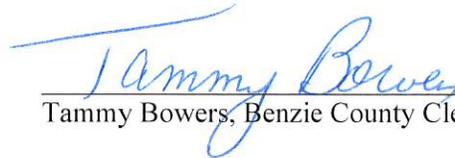
Absent: Warsecke

Dated: June 13, 2023



Bob Roelofs, Chairman

I, Tammy Bowers, Clerk to the Benzie County Board of Commissioners, hereby do certify that the above resolution was adopted by the Benzie County Board of Commissioners on the 13th day of June 2023.



Tammy Bowers, Benzie County Clerk

2023 Tax Rate Request (This form must be completed and submitted on or before September 30, 2023)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

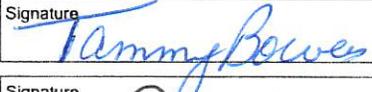
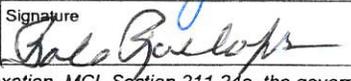
County(ies) Where the Local Government Unit Levies Taxes Benzie	2023 Taxable Value of ALL Properties in the Unit as of 5-22-2023 1,642,783,250
Local Government Unit Requesting Millage Levy Benzie County	For LOCAL School Districts: 2023 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2023 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5)** 2022 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2023 Current Year "Headlee" Millage Reduction Fraction	(7) 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Fixed	Operating	08/1982	5.2900	3.3378	1.0000	3.3378	1.0000	3.3378	3.3378		Indefinite

Prepared by Brianne Lindsay	Telephone Number (231) 882-0015	Title of Preparer Equalization Director	Date 06/13/2023
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input checked="" type="checkbox"/> Clerk	Signature 	Print Name Tammy Bowers	Date 06/13/2023
<input type="checkbox"/> Secretary			
<input checked="" type="checkbox"/> Chairperson	Signature 	Print Name Bob Roelofs	Date 06/13/2023
<input type="checkbox"/> President			

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2023 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

Truth in Taxation:

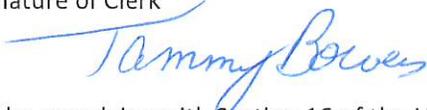
MCL 211.24e provides that a local taxing unit can approve the levy of a millage rate for operating purposes in excess of the Base Tax Rate (BTR) after **ONE** of the following:

Providing a notice of public hearing in a newspaper, establishing the proposed additional millage rate by a resolution, holding the public hearing and approving the levy of the additional millage rate.

Your unit's meeting was held

Date: June 13, 2023 Time: 9:06 am

Signature of Clerk



OR by complying with Section 16 of the Uniform Budgeting and Accounting Act (**MCL 141.436**)

If your unit complies with Section 16.

Signature of Clerk

Date: _____

Finance Report

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 101 BOARD OF COMMISSIONERS					
101-101-860.00	TRAVEL	GARY SAUER	PER DEIM MILEAGE FOR MAY 2023	162.44	89925
101-101-860.00	TRAVEL	JEANNOT, ART	PER DIEM MILEAGE MAY 2023	184.71	89932
101-101-860.00	TRAVEL	KAREN CUNNINGHAM	PER DIEM MILEAGE FOR MAY 2023	255.19	89933
101-101-900.00	PRINTING & PUBLISHING	THE PIONEER GROUP	CLASSIFIED SUMMER TAX COLLECTION 2023	151.50	90032
Total For Dept 101 BOARD OF COMMISSIONERS				753.84	
Dept 111 HISTORY (PAYROLL INS/FRINGE)					
101-111-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH	DELTA DENTAL INS - JUNE 1-30, 2023 ALL	2,798.36	89854
101-111-717.00	MEDICAL/DENTAL/VISION INSURANCE	KOSIBOSKI, JEFFREY	RETIREE HEALTH SUPPLEMENT BENEFIT PER C	175.00	90005
101-111-717.00	MEDICAL/DENTAL/VISION INSURANCE	TUCKER, DAVID	MONTHLY RETIREE HEALTHCARE SUPPLEMNET	175.00	90036
101-111-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN	LIFE INSURANCE, AD&D ETC	1,263.08	89896
101-111-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN	LIFE INSURANCE, AD&D ETC	180.62	89896
101-111-828.10	LIABILITY & BUILDING INSURANCE	MICHIGAN MUNICIPAL RISK M	BLDG & LIABILITY	36,624.21	89942
101-111-828.10	LIABILITY & BUILDING INSURANCE	MICHIGAN MUNICIPAL RISK M	BLDG & LIABILITY RETENTION 3RD PMT	1,975.00	89942
101-111-874.00	MEDICAL INSURANCE - RETIREES	BLUE CARE NETWORK	COVERAGE JUNE 2023	1,686.04	89847
101-111-874.00	MEDICAL INSURANCE - RETIREES	DELTA DENTAL PLAN OF MICH	DELTA DENTAL INS - JUNE 1-30, 2023 ALL	210.95	89854
Total For Dept 111 HISTORY (PAYROLL INS/FRINGE)				45,088.26	
Dept 172 ADMINISTRATOR					
101-172-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, I	USB HEADSET ADAPTER LAP TOP	11.98	89909
101-172-860.00	TRAVEL	VISA	VISA - COUNTY MULTIPLE MAY 2023	341.92	
101-172-961.00	TRAINING & SCHOOLS	VISA	VISA - COUNTY MULTIPLE MAY 2023	629.00	
Total For Dept 172 ADMINISTRATOR				982.90	
Dept 215 COUNTY CLERK					
101-215-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CENTERS	TONER CARTRIDGE CLERK	259.97	89931
101-215-727.00	OFFICE SUPPLIES	ODP BUSINESS SOLUTIONS, LI	USB 2.0 TWIST TURN 32GB	77.60	89944
101-215-727.00	OFFICE SUPPLIES	ODP BUSINESS SOLUTIONS, LI	FASTNER, SELF-ADH	16.39	89944
101-215-727.00	OFFICE SUPPLIES	ODP BUSINESS SOLUTIONS, LI	POST-IT FLAGS	6.59	89944
101-215-727.00	OFFICE SUPPLIES	ODP BUSINESS SOLUTIONS, LI	PENS, PADS, ENVELOPES, POST-IT	111.59	89944
101-215-727.00	OFFICE SUPPLIES	SMART SOURCE LLC	ENVELOPES CLERK	1,177.07	
101-215-807.00	JURY BOARD FEES	VISA	VISA - COUNTY MULTIPLE MAY 2023	38.32	
101-215-963.00	COMPUTER SUPPORT	CHERRY LAN LLC	MAINTENANCE-QUARTERLY AMOUNT MAINTENANC	600.00	89981
101-215-970.00	EQUIPMENT	AMAZON CAPITAL SERVICES, I	COMPUTER MONITOR ADMIN	109.99	89842
Total For Dept 215 COUNTY CLERK				2,397.52	
Dept 233 CENTRAL SERVICES					
101-233-730.00	POSTAGE	U.S. POSTMASTER - BEULAH	ANNUAL MAILING PERMIT #10	290.00	89959
101-233-940.20	EQUIPMENT LEASE-40027957	TEAM FINANCIAL GROUP, INC.	CUSTOMER # 40027957 CONTRACT # 40027957	120.97	89898
101-233-940.20	EQUIPMENT LEASE	WELLS FARGO VENDOR FIN SEF	COPIER LEASE BP-50C45	155.51	89902
101-233-940.20	EQUIPMENT LEASE-40029846	TEAM FINANCIAL GROUP, INC.	CUSTOMER #40029846 CONTRACT # 40029846-	189.93	90030
101-233-940.20	EQUIPMENT LEASE-40033811	TEAM FINANCIAL GROUP, INC.	CUSTOMER #40033811 CONTRACT #40033811-1	73.19	90030
Total For Dept 233 CENTRAL SERVICES				829.60	
Dept 253 COUNTY TREASURER					
101-253-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CENTERS	OFFICE SUPPLIES	363.29	89874
Total For Dept 253 COUNTY TREASURER				363.29	
Dept 257 EQUALIZATION DEPARTMENT					
101-257-860.00	TRAVEL	LINDSAY, BRIANNE	MILEAGE FOR MAED MEETING	115.28	90007
101-257-955.00	DUES & REGISTRATIONS	MI ASSOC. OF EQUALIZATION	REGISTRATION FOR MAED CONFERENCE	275.00	90012
Total For Dept 257 EQUALIZATION DEPARTMENT				390.28	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 262 ELECTIONS					
101-262-727.00	OFFICE SUPPLIES - BALLOTS	SPECTRUM PRINTERS, INC	RECALL PETITION LB8816	26.68	90026
				26.68	
Total For Dept 262 ELECTIONS				26.68	
Dept 265 BUILDING & GROUNDS					
101-265-750.00	MAINTENANCE SUPPLIES	A J'S EXCAVATING LLC	2 YARDS MULCH FOR GVT CTR	78.00	89840
101-265-750.00	MAINTENANCE SUPPLIES	A J'S EXCAVATING LLC	2 YARDS MULCH FOR GVT CTR	78.00	89840
101-265-750.00	MAINTENANCE SUPPLIES	A J'S EXCAVATING LLC	2 YARDS MULCH FOR GVT CTR	78.00	89840
101-265-750.00	MAINTENANCE SUPPLIES	A J'S EXCAVATING LLC	2 YARDS MULCH FOR GVT CTR	78.00	89840
101-265-750.00	MAINTENANCE SUPPLIES	AMAZON CAPITAL SERVICES, I	PHONE CORDS FOR FAX	41.55	89842
101-265-750.00	MAINTENANCE SUPPLIES	CRYSTAL GARDENS	FLOWERS GVT CTR WALKWAY	237.72	89853
101-265-750.00	MAINTENANCE SUPPLIES	KSS	PAPER PRODUCTS GVT CTR	304.95	89879
101-265-750.00	MAINTENANCE SUPPLIES	A J'S EXCAVATING LLC	1 YRD MULCH GVT CTR	39.00	89906
101-265-750.00	MAINTENANCE SUPPLIES	KSS	PAPER PRODUCTS, BODY WASH	154.21	90006
101-265-750.00	MAINTENANCE SUPPLIES	KSS	PT/LAUNDRY DETERGENT	114.25	90006
101-265-800.00	CONTRACTED SERVICES	KATHY HELINE CLEANING	CAMPUS CLEANING FOR MONTH OF MAY 2023	5,600.00	89877
101-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	842083652-0001 WIRELESS FOR JUNE 2023	87.04	89900
101-265-853.00	CELLULAR PHONES	ZEITS, KATIE	MONTHLY STIPEND PHONE	30.00	90045
101-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	ACCT # 910020929204 JAIL (APRIL 14 - M	389.01	89855
101-265-923.00	FUEL/PROPANE-DHS 9100 209 3120	DTE ENERGY	ACCT # 910020931200 DHHS (4.13.23-5.12.	334.70	89859
101-265-930.00	EQUIPMENT REPAIR	BETSIE VALLEY SALES & SER	MOWER TUNEUP TRANSMISSION OIL LEAK	394.20	89912
101-265-935.00	BUILDING REPAIRS	AMAZON CAPITAL SERVICES, I	OFFICE SUPPLIES NOTE PADS, SPRINKLER CC	39.08	89965
101-265-935.00	BUILDING REPAIRS	NUGENT ACE HARDWARE	STATEMENT MAY 2023 JAIL-SHERIFF-911	38.53	90019
				8,116.24	
Total For Dept 265 BUILDING & GROUNDS				8,116.24	
Dept 283 CIRCUIT COURT					
101-283-810.00	LEGAL FEES	LAW OFFICES OF WESTFALL, I	CRT APT ATTY MAY 2023	772.50	89880
101-283-810.00	LEGAL FEES	NORTH POINTE LEGAL, PLC	COURT APPOINTED ATTY FOR VARIOUS NA CAS	1,110.00	89887
101-283-813.00	PROBATION EXPENSES	WELLS FARGO VENDOR FIN SEF	CONT #450-9688610-001 PROBATION COPIER	67.52	90039
101-283-860.00	TRAVEL	QUAGLIA, VINCENT	MILEAGE AND MEALS MAY 2023	200.00	89892
101-283-860.00	TRAVEL	KELLEY, CLAYTON	MILEAGE AND MEALS	194.08	90004
101-283-967.00	PROJECT EXPENSES - DRUG COURT GR	YAGER, WESLEY D	CONTRACTED SERVICES DRUG COURT	1,600.56	90044
				3,944.66	
Total For Dept 283 CIRCUIT COURT				3,944.66	
Dept 286 DISTRICT COURT					
101-286-727.00	OFFICE SUPPLIES	VISA	VISA - COUNTY MULTIPLE MAY 2023	21.19	
101-286-727.00	OFFICE SUPPLIES	MCCARDEL WATER CONDITIONI	WATER COOLER RENTAL JUNE 2023	12.00	90011
101-286-727.00	OFFICE SUPPLIES	ODP BUSINESS SOLUTIONS, LI	LABEL TAPE, STAPLES	94.30	90020
101-286-727.00	OFFICE SUPPLIES	THOMSON REUTER	SUBSCRIPTION PRODUCT CHARGES	623.00	90033
101-286-805.10	PROBATE CT APPOINTED ATTORNEY	SMITH & JOHNSON ATTORNEYS, PROFF	SVC MARY FLYNN, LOIS WEAVER	220.00	89895
101-286-805.10	PROBATE CT APPOINTED ATTORNEY	SMITH & JOHNSON ATTORNEYS, ATTY	SVCS SHOTWELL 143083	195.00	89951
101-286-805.10	PROBATE CT APPOINTED ATTORNEY	ERIC OHEARN	LEGAL SERVICES MARCH 28, 2023 - APRIL 3	30.00	89990
101-286-805.10	PROBATE CT APPOINTED ATTORNEY	NORTHERN MICHIGAN ELDER L	LEGAL FEES MAY 30 - JUNE 6, 2023	294.90	90018
101-286-806.00	SCREENING FEES	OPEN DOOR ASSESSMENTS, LLC	COURT SCREENING 23-059SD	75.00	89890
101-286-806.00	SCREENING FEES	OPEN DOOR ASSESSMENTS, LLC	COURT SCREENING 23-148FD	75.00	90021
101-286-830.10	SERVICE CONTRACT	BIS DIGITAL, INC.	DIGITAL RECORDING SYSTEM SUPPORT	646.25	89974
101-286-853.00	CELLULAR PHONES	VERIZON WIRELESS	842083652-0001 WIRELESS FOR JUNE 2023	195.07	89900
101-286-860.00	TRAVEL	MEAD, JOHN D.	REIMB MILEAGE AND CONFERENCE 5/19/23	180.78	89885
101-286-900.00	PRINTING & PUBLISHING	MICHIGAN LAWYERS WEEKLY	ANNUAL SUBSCRIPTION 2023	389.00	89941
101-286-900.00	PRINTING & PUBLISHING	DES MOINES STAMP COMPANY	RUBBER STAMP	62.00	89987
101-286-955.00	STAFF DEVELOPMENT/CONFERENCES	MEAD, JOHN D.	REIMB MILEAGE AND CONFERENCE 5/19/23	20.00	89885
				3,133.49	
Total For Dept 286 DISTRICT COURT				3,133.49	
Dept 289 FRIEND OF THE COURT					

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 289 FRIEND OF THE COURT					
101-289-964.10	REIMBURSEMENT TO MANISTEE	MANISTEE COUNTY FOC	FOC REIMBURSEMENT MARCH 2023	18,867.52	89936
101-289-964.10	REIMBURSEMENT TO MANISTEE	MANISTEE COUNTY FOC	FOC REIMBURSEMENT APRIL 2023	13,476.23	90009
Total For Dept 289 FRIEND OF THE COURT				32,343.75	
Dept 296 PROSECUTING ATTORNEY					
101-296-727.00	OFFICE SUPPLIES	VISA	VISA - COUNTY MULTIPLE MAY 2023	16.95	
101-296-808.00	WITNESS FEES	WEST MICHIGAN PROCESS SVC,	23-068-FY SANDERS - DPE SUBPOENA SERVIC	45.88	90040
101-296-853.00	CELLULAR PHONES	VERIZON WIRELESS	842083652-0001 WIRELESS FOR JUNE 2023	87.04	89900
101-296-860.00	TRAVEL	VISA	VISA - COUNTY MULTIPLE MAY 2023	213.25	
101-296-860.00	TRAVEL	CRAIG, AMANDA K.	TRAVEL EXPENSES ARSON SCHOOL	224.14	89985
101-296-860.01	TRAVEL (VA)	VISA	VISA - COUNTY MULTIPLE MAY 2023	250.00	
101-296-901.00	RESOURCE MATERIALS	THOMSON REUTER	MICHIGAN FAMILY LAWS & RULES	711.00	89957
101-296-901.00	RESOURCE MATERIALS	RELX INC. DBA LEXISNEXIS	MAY 2023 RESOURCE MATERIALS	181.00	90024
Total For Dept 296 PROSECUTING ATTORNEY				1,729.26	
Dept 301 SHERIFF					
101-301-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES,	1 ENVELOPES - DB	39.30	89842
101-301-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES,	1 OFFICE SUPPLIES NOTE PADS, SPRINKLER CC	22.79	89965
101-301-748.00	GAS, OIL & GREASE	HONOR TOUCHLESS AUTO WASH	42 TRIPLE FOAM WASHES - ROAD	400.00	89871
101-301-748.00	GAS, OIL & GREASE	WEX BANK	BCSO FUEL 04162023 TO 05152023	381.31	89904
101-301-748.00	GAS, OIL & GREASE	WATSON BENZIE LLC	21-1 OC TR CONTRACT	200.00	89960
101-301-748.00	GAS, OIL & GREASE	WATSON BENZIE LLC	VOID DUPLICATE ENTRY	200.00	
101-301-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD COMMISSE	MAY 2023 FUEL BSO	4,045.28	89967
101-301-748.00	GAS, OIL & GREASE	XPRESS LUBE	16-1 OIL CHANGE 129615 MILES	53.49	90043
101-301-749.00	VEHICLE REPAIRS	GRAND TRAVERSE MOBILE COMM	20-1 SEAT BELT	285.00	89868
101-301-749.00	VEHICLE REPAIRS	PRECISION COLLISION OF FR	F-150 NEW WINDSHIELD	475.00	89947
101-301-749.00	VEHICLE REPAIRS	NUGENT ACE HARDWARE	STATEMENT MAY 2023 JAIL-SHERIFF-911	9.99	90019
101-301-751.00	UNIFORMS	VISA	VISA - COUNTY MULTIPLE MAY 2023	183.00	
101-301-751.00	UNIFORMS	EMBROID ME OF TRAVERSE CI	18 SHIRTS / 4 JAIL KF/2 ROAD - BI/ 2 BAI	50.00	89989
101-301-752.10	DRY CLEANERS	ROBBIE'S DRY CLEANERS, INC	DRY CLEANING/ALTERNATIONS MAY 2023	16.50	
101-301-800.00	CONTRACTED SERVICES	MICHIGAN STATE POLICE - C	AGTWTY TO GWTY VPN 04012023 TO 06302023	387.00	90015
101-301-835.10	BLOOD RESTITUTIONS	COUNTY OF BENZIE	2039200 MH DOS 05242023 BLOOD DRAW	75.00	89984
101-301-850.00	TELEPHONE	CHARTER COMMUNICATIONS	8284131420001334 MAY / JUNE 2023	17.61	89919
101-301-853.00	CELLULAR PHONES-ROAD PATROL	VERIZON WIRELESS	BCSO CELL PHONE 4/13/2023 TO 05/12/2023	717.08	89901
101-301-961.00	TRAINING & SCHOOLS	AEGEAN, LLC	T&S - MB MGT PROPERTY & EVIDENCE RM	350.00	89841
101-301-961.00	TRAINING & SCHOOLS	HEIGES PERFORMANCE, INC.	17 JOURNEY BRAKES/ RF WHEEL BEARING	1,237.70	89869
101-301-961.00	TRAINING & SCHOOLS	NORTHERN MICHIGAN LAW ENFC	NMLETG MEMBERSHIP FEE - SMALL	150.00	89888
101-301-961.00	TRAINING & SCHOOLS	DELTA COLLEGE	BASIC FIREARM COURSE - JK2	600.00	89923
101-301-961.00	TRAINING & SCHOOLS	BENZIE COUNTY SHERIFF OFFI	PETTY CASH - MAY 2023	79.12	89969
101-301-961.00	TRAINING & SCHOOLS	MICHIGAN TACTICAL OFFICERS	TACTICAL SUBJECT CONTROL T&S TP	175.00	90016
101-301-970.00	EQUIPMENT - COMPUTERS	CMP DISTRIBUTORS	2 BPV - 1 JAIL (TG) 1 MHO - (RM)	1,066.45	89982
Total For Dept 301 SHERIFF				11,216.62	
Dept 333 SECONDARY ROAD PATROL					
101-333-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF MICHID	DELTA DENTAL INS - JUNE 1-30, 2023 ALL	97.96	89854
101-333-725.00	FRINGE BENEFITS	STANDARD INSURANCE COMPAN	Y LIFE INSURANCE, AD&D ETC	38.58	89896
101-333-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD COMMISSE	MAY 2023 FUEL BSO	531.79	89967
101-333-748.00	GAS, OIL & GREASE	WATSON BENZIE LLC	21-1 OC TR CONTRACT X3	200.00	90038
101-333-751.00	UNIFORMS	ROBBIE'S DRY CLEANERS, INC	DRY CLEANING/ALTERNATIONS MAY 2023	91.50	
Total For Dept 333 SECONDARY ROAD PATROL				959.83	
Dept 334 ZERO TOLERANCE, BAILIFF					
101-334-751.00	UNIFORMS	EMBROID ME OF TRAVERSE CI	18 SHIRTS / 4 JAIL KF/2 ROAD - BI/ 2 BAI	50.00	89989

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 05/25/2023 - 06/08/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 334 ZERO TOLERANCE, BAILIFF					
Total For Dept 334 ZERO TOLERANCE, BAILIFF				50.00	
Dept 426 EMERGENCY MANAGEMENT					
101-426-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF MICH	DELTA DENTAL INS - JUNE 1-30, 2023 ALL	50.63	89854
101-426-725.00	FRINGE BENEFITS	STANDARD INSURANCE COMPAN	LIFE INSURANCE, AD&D ETC	40.10	89896
101-426-860.00	TRAVEL	HUBERS, REBECCA	HUBERS MAY TRAVEL EXPENSES	123.14	89873
101-426-961.00	TRAINING & SCHOOLS	VISA	VISA - COUNTY MULTIPLE MAY 2023	558.26	
Total For Dept 426 EMERGENCY MANAGEMENT				772.13	
Dept 442 DRAIN COMMISSION					
101-442-819.00	CONTRACT SERVICE - LAKE LEVELS	DIXON, CRAIG	MONTHLY CONTRACTED SERVICES FOR DAM WAI	333.33	89988
Total For Dept 442 DRAIN COMMISSION				333.33	
Dept 648 MEDICAL EXAMINER					
101-648-835.60	FORENSIC AUTOPSIES	GOSLINOSKI, LOIS R. DO	AUTOPSY FEE MAY 1-22, 2023 5 AUTOPSIES	6,000.00	89866
101-648-970.00	EQUIPMENT- MEDICAL EXAMINER	STERICYCLE, INC.	SITE 002: BENZIE COUNTY EMS, STERI-SAFE	772.50	90029
Total For Dept 648 MEDICAL EXAMINER				6,772.50	
Dept 649 MENTAL HEALTH					
101-649-836.00	APPROPRIATIONS	CENTRA WELLNESS NETWORK	MONTHLY APPROPRIATION JUNE 2023	9,534.59	89979
Total For Dept 649 MENTAL HEALTH				9,534.59	
Dept 662 JUVENILE DIVISION					
101-662-727.00	OFFICE SUPPLIES	MCCARDEL WATER CONDITIONIN	WATER FOR COOLER	19.00	89884
Total For Dept 662 JUVENILE DIVISION				19.00	
Dept 711 REGISTER OF DEEDS					
101-711-727.00	OFFICE SUPPLIES	VISA	VISA - COUNTY MULTIPLE MAY 2023	49.00	
Total For Dept 711 REGISTER OF DEEDS				49.00	
Dept 751 PARKS & RECREATION DEPARTMENT					
101-751-721.00	PER DIEM	BARB IKENS	PARKS AND RECREATION MEETING 05/22/23	40.00	89844
101-751-721.00	PER DIEM	DUPERRON, SEAN	PARKS AND RECREATION MEETING 05/22/23	40.00	89860
101-751-721.00	PER DIEM	HOOGTERP, EDWARD	PARKS AND RECREATION MEETING 05/22/23	40.00	89872
101-751-721.00	PER DIEM	JOHNSON, SHAUN	PARKS AND RECREATION MEETING 05/22/23	40.00	89876
101-751-721.00	PER DIEM	KRAUS, CHARLES	PARKS AND RECREATION MEETING 05/22/23	40.00	89878
101-751-721.00	PER DIEM	LEE FERGUSON	PARKS AND RECREATION MEETING 05/22/23	40.00	89881
101-751-860.00	TRAVEL	BARB IKENS	PARKS AND RECREATION MEETING 05/22/23	5.24	89844
101-751-860.00	TRAVEL	DUPERRON, SEAN	PARKS AND RECREATION MEETING 05/22/23	11.14	89860
101-751-860.00	TRAVEL	HOOGTERP, EDWARD	PARKS AND RECREATION MEETING 05/22/23	1.97	89872
101-751-860.00	TRAVEL	JOHNSON, SHAUN	PARKS AND RECREATION MEETING 05/22/23	3.28	89876
101-751-860.00	TRAVEL	KRAUS, CHARLES	PARKS AND RECREATION MEETING 05/22/23	14.41	89878
101-751-860.00	TRAVEL	LEE FERGUSON	PARKS AND RECREATION MEETING 05/22/23	14.41	89881
Total For Dept 751 PARKS & RECREATION DEPARTMENT				290.45	
Total For Fund 101 GENERAL FUND				130,097.22	
Fund 210 AMBULANCE FUND (BLS)					
Dept 111 HISTORY (PAYROLL INS/FRINGE)					
210-111-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH	DELTA DENTAL INS - JUNE 1-30, 2023 ALL	1,116.99	89854
210-111-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN	LIFE INSURANCE, AD&D ETC	536.09	89896
210-111-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN	LIFE INSURANCE, AD&D ETC	56.00	89896
210-111-828.10	LIABILITY & BUILDING INSURANCE	MICHIGAN MUNICIPAL RISK M	BLDG & LIABILITY	3,245.18	89942
210-111-828.10	LIABILITY & BUILDING INSURANCE	MICHIGAN MUNICIPAL RISK M	BLDG & LIABILITY RETENTION 3RD PMT	175.00	89942

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 210 AMBULANCE FUND (BLS)					
Dept 111 HISTORY (PAYROLL INS/FRINGE)					
Total For Dept 111 HISTORY (PAYROLL INS/FRINGE)				5,129.26	
Dept 265 BUILDING & GROUNDS					
210-265-750.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARE	ST 3 HAND AND DISH SOAP	19.97	89889
210-265-750.00	MAINTENANCE SUPPLIES	MI PEST	ST 2 PEST CONTROL	66.00	89939
210-265-750.00	MAINTENANCE SUPPLIES	PERSONNEL CONCEPTS	COMPLIANCE POSTERS FOR ST 2 AND 3	834.90	89945
210-265-750.00	MAINTENANCE SUPPLIES	THE PUMPING SERVICE, LLC	ST 2 GARGE TANK	193.00	89955
210-265-750.00	MAINTENANCE SUPPLIES	AMAZON CAPITAL SERVICES, I	AUTHORIZED PERSONNEL SIGNS	38.19	89965
210-265-750.00	MAINTENANCE SUPPLIES	FRANKFORT HARDWARE	GARDEN HOSE ADAPTER	6.99	89995
210-265-850.01	INTERNET SERVICE	BRIGHTSPEED	INTERNET/PHONE CHARGES FOR THE MONTH OF	307.69	89916
210-265-922.00	WATER & SEWER	MCCARDEL WATER CONDITIONIN	ST 3 WATER	61.50	90011
210-265-923.00	FUEL/PROPANE-EMS PARK AVE 9100 2	DTE ENERGY	ACCT # 910020929022 PARK AVE EMS (4.14.	81.61	89856
210-265-923.00	FUEL/PROPANE-EMS PINE LN 9100 20	DTE ENERGY	ACCT # 910020931077 PINE LN (4.14.23-5	148.11	89857
210-265-923.00	FUEL/PROPANE-EMS TVILLE 9200 059	DTE ENERGY	ACCT # 920005954614 TVILLE (04.15.23-05	154.47	89858
210-265-935.00	BUILDING REPAIRS	AMAZON CAPITAL SERVICES, I	SIMPLEX ENTRY WAY LOCK ST 2	497.88	89909
210-265-935.00	BUILDING REPAIRS	THE CARE TAKER	EXPERIOR DOOR AND INTERIOR TRIM WORK	1,800.00	90031
210-265-970.00	EQUIPMENT & REPAIR	STRYKER SALES, LLC	LP 15 POWER CORD	628.68	89954
210-265-970.00	EQUIPMENT	VISA	VISA - COUNTY MULTIPLE MAY 2023	344.95	
Total For Dept 265 BUILDING & GROUNDS				5,183.94	
Dept 655 ADVANCED LIFE SUPPORT (ALS)					
210-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, LLC	MED SUPPLIES	607.03	89976
210-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, LLC	MED SUPPLIES	284.99	89976
210-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, LLC	MED SUPPLIES	360.99	89976
210-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, LLC	MED SUPPLIES	1,432.44	89976
210-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	OXYGEN	370.95	89907
210-655-748.00	GAS, OIL & GREASE	WEX BANK	FUEL	378.22	89903
210-655-749.00	VEHICLE REPAIRS	QUALITY CAR & TRUCK REPAIR	F31 CHECK ENGINE LIGHT	51.70	89893
210-655-749.00	VEHICLE REPAIRS	QUALITY CAR & TRUCK REPAIR	F33 REPAIRS	2,833.96	89948
210-655-749.00	VEHICLE REPAIRS	FOX GRAND TRAVERSE	A23 ROTATE TIRES, WARRENTY GAS TANK PAI	86.90	89993
210-655-749.00	VEHICLE REPAIRS	QUALITY CAR & TRUCK REPAIR	F33 SERVICE	1,788.70	90023
210-655-749.00	VEHICLE REPAIRS	QUALITY CAR & TRUCK REPAIR	E61 SERVICE	2,439.96	90023
210-655-751.00	UNIFORMS	MATTHEW DELZIO	BOOTS 5-2023	150.00	89883
210-655-751.00	UNIFORMS	VISA	VISA - COUNTY MULTIPLE MAY 2023	64.69	
210-655-751.00	UNIFORMS	RYAN STROM	EMS PANTS FOR STROM	78.99	90025
210-655-820.00	QA ASSESSMENTS	MICHIGAN DEPARTMENT OF HEZ	QUARTERLY STATE INVOICE	1,187.73	90013
210-655-855.00	RADIO MAINTENANCE/EQUIPMENT	GRAND TRAVERSE MOBILE COMM	RADIO PROGRAMING AND SOFTWARE FOR CALVI	637.50	89867
210-655-860.00	TRAVEL	THOMAS KING	MILEAGE REIMBURSEMENT (WORK VEHICLE IN	155.89	89956
210-655-860.00	TRAVEL	VISA	VISA - COUNTY MULTIPLE MAY 2023	209.27	
Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)				13,119.91	
Total For Fund 210 AMBULANCE FUND (BLS)				23,433.11	
Fund 213 JAIL OPERATIONS FUND					
Dept 111 HISTORY (PAYROLL INS/FRINGE)					
213-111-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICHID	DELTA DENTAL INS - JUNE 1-30, 2023 ALL	849.34	89854
213-111-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN	LIFE INSURANCE, AD&D ETC	539.88	89896
213-111-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN	LIFE INSURANCE, AD&D ETC	58.28	89896
213-111-828.10	LIABILITY & BUILDING INSURANCE	MICHIGAN MUNICIPAL RISK M	FBLDG & LIABILITY	2,317.98	89942
213-111-828.10	LIABILITY & BUILDING INSURANCE	MICHIGAN MUNICIPAL RISK M	FBLDG & LIABILITY RETENTION 3RD PMT	125.00	89942
Total For Dept 111 HISTORY (PAYROLL INS/FRINGE)				3,890.48	
Dept 265 BUILDING & GROUNDS					

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 05/25/2023 - 06/08/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 213 JAIL OPERATIONS FUND					
Dept 265 BUILDING & GROUNDS					
213-265-782.00	MAINTENANCE SUPPLIES	AMAZON CAPITAL SERVICES, I	SCRAPER/BANKERS BOXES X 2	14.69	89842
213-265-782.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARE	STATEMENT MAY 2023 JAIL-SHERIFF-911	9.99	90019
213-265-783.00	EQUIP. SERVICES & SUPPLIES	KSS	PAPER TOWELS	244.67	89879
213-265-783.00	EQUIP. SERVICES & SUPPLIES	KSS	LAUNDRY TUBING	105.92	90006
213-265-783.00	EQUIP. SERVICES & SUPPLIES	KSS	PAPER PRODUCTS, BODY WASH	930.96	90006
213-265-783.00	EQUIP. SERVICES & SUPPLIES	KSS	PT/LAUNDRY DETERGENT	286.17	90006
213-265-783.00	EQUIP. SERVICES & SUPPLIES	NUGENT ACE HARDWARE	STATEMENT MAY 2023 JAIL-SHERIFF-911	5.99	90019
213-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	BCSO CELL PHONE 4/13/2023 TO 05/12/2023	181.15	89901
213-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	ACCT # 910020929204 JAIL (APRIL 14 - M	952.31	89855
213-265-935.00	JAIL REPAIRS	AMAZON CAPITAL SERVICES, I	SCRAPER/BANKERS BOXES X 2	(80.39)	89842
213-265-935.00	JAIL REPAIRS	HURST MECHANICAL	10 TON UNIT - ABOVE POD - JAIL	1,096.05	89930
213-265-935.00	JAIL REPAIRS	AMAZON CAPITAL SERVICES, I	OFFICE SUPPLIES NOTE PADS, SPRINKLER CC	95.68	89965
213-265-935.00	JAIL REPAIRS	NUGENT ACE HARDWARE	STATEMENT MAY 2023 JAIL-SHERIFF-911	279.41	90019
Total For Dept 265 BUILDING & GROUNDS				4,122.60	
Dept 351 JAIL - CORRECTIONS					
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, I	BANKERS BOXES X 2	206.64	89842
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, I	SCRAPER/BANKERS BOXES X 2	118.42	89842
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, I	OFFICE SUPPLIES NOTE PADS, SPRINKLER CC	22.78	89965
213-351-740.00	FOOD SUPPLIES	CANTEEN SERVICES	FOOD SUPP 05142023 TO 05202023	2,415.68	89849
213-351-740.00	FOOD SUPPLIES	CANTEEN SERVICES	FOOD SUPPLIES 05212023 TO 05272023	2,210.95	89918
213-351-740.00	FOOD SUPPLIES	CANTEEN SERVICES	FOOD SUPPLIES 05282023 TO 06032023	2,029.60	89978
213-351-748.00	GAS, OIL & GREASE	WEX BANK	BCSO FUEL 04162023 TO 05152023	39.94	89904
213-351-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD COMMISSE	MAY 2023 FUEL BSO	180.06	89967
213-351-751.00	UNIFORMS	EMBROID ME OF TRAVERSE CI	18 SHIRTS / 4 JAIL KF/2 ROAD - BI/ 2 BAI	100.00	89989
213-351-752.10	DRY CLEANERS	ROBBIE'S DRY CLEANERS, INC	DRY CLEANING/ALTERNATIONS MAY 2023	81.00	
213-351-800.00	CONTRACTED SERVICES	AUTONOMY TODAY, LLC	CADMUS ANN SBX/HARDWARE	97.60	89843
213-351-834.00	PRISONER MEDICAL - OTHER AGENCIE	CORRECTIONAL RECOVERY	CR FEE DH	101.75	89920
213-351-834.00	PRISONER MEDICAL	ALL ACCESS CARE PLLC	MAY BENZIE CO INMATES MEDICAL 2023	11,199.25	89963
213-351-834.00	PRISONER MEDICAL	ALL ACCESS CARE PLLC	GT CO INMATE MEDICAL MAY 2023	1,235.88	89963
213-351-865.00	PRISONER TRANSFER	BENZIE COUNTY SHERIFF OFFI	1 PETTY CASH - MAY 2023	51.72	89969
213-351-940.20	EQUIPMENT LEASE - COPIER-4003142	TEAM FINANCIAL GROUP, INC.	CUSTOMER #40031429 CONTRACT #40031429-	307.00	89899
213-351-961.00	TRAINING & SCHOOLS	ELLA SIMMONS	MILEAGE AND LUNCH - 05/22 AND 05/23	134.41	89862
213-351-970.00	EQUIPMENT	SAFE RESTRAINTS, INC.	WRAP W/ PROTECTIVE HELMET	1,587.12	89894
213-351-970.00	EQUIPMENT	SAFE RESTRAINTS, INC.	TRANSPORT HARNESS	892.12	89894
213-351-970.00	EQUIPMENT	CMP DISTRIBUTORS	2 BPV - 1 JAIL (TG) 1 MHO - (RM)	1,066.45	89982
213-351-980.01	BIO-HAZARDS EQUIPMENT	COMMAND SOURCING, INC.	GLOVES - JAIL 4XMED 2XXL	474.00	89851
213-351-980.01	BIO-HAZARDS EQUIPMENT	COMMAND SOURCING, INC.	6 CASES LARGE GLOVES JANUARY INVOICE	504.00	89851
Total For Dept 351 JAIL - CORRECTIONS				25,056.37	
Total For Fund 213 JAIL OPERATIONS FUND				33,069.45	
Fund 216 SEASONAL ROAD PATROL FUND					
Dept 335 SEASONAL ROAD PATROL					
216-335-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD COMMISSE	MAY 2023 FUEL BSO	114.29	89967
Total For Dept 335 SEASONAL ROAD PATROL				114.29	
Total For Fund 216 SEASONAL ROAD PATROL FUND				114.29	
Fund 218 MARINE PATROL FUND					
Dept 000					
218-000-748.00	GAS, OIL & GREASE	WEX BANK	BCSO FUEL 04162023 TO 05152023	40.77	89904
218-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD COMMISSE	MAY 2023 FUEL BSO	30.35	89967

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 05/25/2023 - 06/08/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 218 MARINE PATROL FUND					
Dept 000					
218-000-930.00	EQUIPMENT REPAIR	CRYSTAL LAKE MARINA	PRESEASON - X3 BOATS MARINE	219.99	89921
218-000-954.10	RENT	CRYSTAL LAKE MARINA	2023 SLIP RENTAL CRYSTAL LAKE	550.00	89986
218-000-961.00	TRAINING & SCHOOLS	VISA	VISA - COUNTY MULTIPLE MAY 2023	108.66	
Total For Dept 000				949.77	
Total For Fund 218 MARINE PATROL FUND				949.77	
Fund 228 SOLID WASTE/RECYCLING FUND					
Dept 000					
228-000-702.00	WAGES	JOHN LAWRENCE	COLLECTION EVENT	150.00	90002
228-000-702.00	WAGES	LINDSAY, BRIANNE	COLLECTION EVENT	150.00	90007
228-000-702.00	WAGES	MIKE MACKIN	COLLECTION EVENT	100.00	90017
228-000-800.00	CONTRACTED SERVICES-RECYCLING 20	GFL ENVIRONMENTAL	RECYCLING SERVICES FOR APRIL 2023	15,565.40	89926
228-000-821.50	HAZARDOUS WASTE	ERECYCLE LLC	ELECTRONICS RECYCLING	40.00	89863
228-000-850.00	TELEPHONE	VERIZON WIRELESS	842083652-0001 WIRELESS FOR JUNE 2023	43.52	89900
228-000-900.00	PUBLIC RELATIONS-PRINTG/PUBLISHN	BENZIE TRANSPORTATION AUTH	BUS ADVERTISING	187.50	89972
228-000-955.00	CONVENTIONS & DUES	MICHIGAN RECYCLING COALIT	MRC CONFERENCE & RECYCLE, MI RENEWAL	590.00	90014
Total For Dept 000				16,826.42	
Dept 111 HISTORY (PAYROLL INS/FRINGE)					
228-111-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH	DELTA DENTAL INS - JUNE 1-30, 2023 ALL	26.72	89854
228-111-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN	LIFE INSURANCE, AD&D ETC	29.96	89896
228-111-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN	LIFE INSURANCE, AD&D ETC	3.50	89896
228-111-828.10	LIABILITY & BUILDING INSURANCE	MICHIGAN MUNICIPAL RISK M	BLDG & LIABILITY	370.88	89942
228-111-828.10	LIABILITY & BUILDING INSURANCE	MICHIGAN MUNICIPAL RISK M	BLDG & LIABILITY RETENTION 3RD PMT	20.00	89942
Total For Dept 111 HISTORY (PAYROLL INS/FRINGE)				451.06	
Total For Fund 228 SOLID WASTE/RECYCLING FUND				17,277.48	
Fund 230 BETSIE VALLEY TRAIL MANAGEMENT FUND					
Dept 000					
230-000-957.30	LANDSCAPE/TRAIL MAINTENANCE	HONOR BUILDING SUPPLY, INC	BETSIT VALLEY TRAILWAY MGMT	75.10	89999
Total For Dept 000				75.10	
Total For Fund 230 BETSIE VALLEY TRAIL MANAGEMENT FUND				75.10	
Fund 236 SCHOOL RESOURCE OFFICER					
Dept 000					
236-000-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF MICH	DELTA DENTAL INS - JUNE 1-30, 2023 ALL	148.59	89854
236-000-725.00	FRINGE BENEFITS	STANDARD INSURANCE COMPAN	LIFE INSURANCE, AD&D ETC	75.23	89896
236-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD COMMIS	MAY 2023 FUEL BSO	441.38	89967
236-000-957.00	MISC - SRO	VERIZON WIRELESS	BSCO CELL PHONE 4/13/2023 TO 05/12/2023	94.11	89901
236-000-961.00	TRAINING & SCHOOLS	VISA	VISA - COUNTY MULTIPLE MAY 2023	316.84	
Total For Dept 000				1,076.15	
Dept 111 HISTORY (PAYROLL INS/FRINGE)					
236-111-828.10	LIABILITY & BUILDING INSURANCE	MICHIGAN MUNICIPAL RISK M	BLDG & LIABILITY	1,437.15	89942
236-111-828.10	LIABILITY & BUILDING INSURANCE	MICHIGAN MUNICIPAL RISK M	BLDG & LIABILITY RETENTION 3RD PMT	77.50	89942
Total For Dept 111 HISTORY (PAYROLL INS/FRINGE)				1,514.65	
Total For Fund 236 SCHOOL RESOURCE OFFICER				2,590.80	
Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND					
Dept 000					

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
EXP CHECK RUN DATES 05/25/2023 - 06/08/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND					
Dept 000					
243-000-967.00	PROJECT EXPENSES	FISHBECK	PROFESSIONAL SERVICES RENDERED THROUGH	36.50	89864
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Total For Dept 000				36.50	
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Total For Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY F				36.50	
Fund 249 BUILDING DEPARTMENT FUND					
Dept 111 HISTORY (PAYROLL INS/FRINGE)					
249-111-828.10	LIABILITY & BUILDING INSURANCE	MICHIGAN MUNICIPAL RISK M ^F BLDG & LIABILITY		231.80	89942
249-111-828.10	LIABILITY & BUILDING INSURANCE	MICHIGAN MUNICIPAL RISK M ^F BLDG & LIABILITY RETENTION 3RD PMT		12.50	89942
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Total For Dept 111 HISTORY (PAYROLL INS/FRINGE)				244.30	
Dept 371 BUILDING INSPECTOR					
249-371-479.00	04. Const. Cost 100,001 and up	BIEDRON BUILDERS INC	BD Payment Refund	826.00	89973
249-371-800.00	BUILDING PERMITS	ASSOCIATED GOVERNMENT SER\	PERMIT FEES	17,776.00	89966
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Total For Dept 371 BUILDING INSPECTOR				18,602.00	
Dept 372 PLUMBING INSPECTOR					
249-372-800.00	PLUMBING PERMITS	ASSOCIATED GOVERNMENT SER\	PERMIT FEES	4,984.00	89966
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Total For Dept 372 PLUMBING INSPECTOR				4,984.00	
Dept 373 MECHANICAL INSPECTOR					
249-373-800.00	MECHANICAL PERMITS	ASSOCIATED GOVERNMENT SER\	PERMIT FEES	9,234.00	89966
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Total For Dept 373 MECHANICAL INSPECTOR				9,234.00	
Dept 375 ELECTRICAL INSPECTOR					
249-375-800.00	ELECTRICAL PERMITS	ASSOCIATED GOVERNMENT SER\	PERMIT FEES	8,579.00	89966
				<hr/>	
Total For Dept 375 ELECTRICAL INSPECTOR				8,579.00	
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Total For Fund 249 BUILDING DEPARTMENT FUND				41,643.30	
Fund 251 ANIMAL CONTROL FUND					
Dept 111 HISTORY (PAYROLL INS/FRINGE)					
251-111-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICHIDELTA DENTAL INS - JUNE 1-30, 2023 ALL		124.68	89854
251-111-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN\	LIFE INSURANCE, AD&D ETC	58.93	89896
251-111-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN\	LIFE INSURANCE, AD&D ETC	7.00	89896
251-111-828.10	LIABILITY & BUILDING INSURANCE	MICHIGAN MUNICIPAL RISK M ^F BLDG & LIABILITY		463.60	89942
251-111-828.10	LIABILITY & BUILDING INSURANCE	MICHIGAN MUNICIPAL RISK M ^F BLDG & LIABILITY RETENTION 3RD PMT		25.00	89942
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Total For Dept 111 HISTORY (PAYROLL INS/FRINGE)				679.21	
Dept 265 BUILDING & GROUNDS					
251-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	842083652-0001 WIRELESS FOR JUNE 2023	88.53	89900
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Total For Dept 265 BUILDING & GROUNDS				88.53	
Dept 430 ANIMAL CONTROL					
251-430-727.00	OFFICE SUPPLIES	VISA	VISA - COUNTY MULTIPLE MAY 2023	13.77	
251-430-751.00	UNIFORMS	VISA	VISA - COUNTY MULTIPLE MAY 2023	(70.02)	
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Total For Dept 430 ANIMAL CONTROL				(56.25)	
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Total For Fund 251 ANIMAL CONTROL FUND				711.49	
Fund 254 SOIL EROSION (SESSC) FUND					
Dept 380 SOIL EROSION CONTROL					
254-380-800.00	SOIL EROSION PERMITS	ASSOCIATED GOVERNMENT SER\	PERMIT FEES	1,800.00	89966
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INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
 EXP CHECK RUN DATES 05/25/2023 - 06/08/2023
 BOTH JOURNALIZED AND UNJOURNALIZED
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 254 SOIL EROSION (SESSC) FUND					
Dept 380 SOIL EROSION CONTROL					
Total For Dept 380 SOIL EROSION CONTROL				1,800.00	
Total For Fund 254 SOIL EROSION (SESSC) FUND				1,800.00	
Fund 259 DISPATCHER TRAINING FUND					
Dept 000					
259-000-961.00	TRAINING & SCHOOLS	MICHAEL DRAEGER	COMT COURSE IN CHARLOTTE	412.20	89940
Total For Dept 000				412.20	
Total For Fund 259 DISPATCHER TRAINING FUND				412.20	
Fund 261 911 EMERGENCY SERVICE FUND					
Dept 111 HISTORY (PAYROLL INS/FRINGE)					
261-111-717.00	MEDICAL/DENTAL/VISION INSURANCE	DELTA DENTAL PLAN OF MICH	DELTA DENTAL INS - JUNE 1-30, 2023 ALL	383.45	89854
261-111-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN	LIFE INSURANCE, AD&D ETC	279.91	89896
261-111-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN	LIFE INSURANCE, AD&D ETC	31.50	89896
261-111-828.10	LIABILITY & BUILDING INSURANCE	MICHIGAN MUNICIPAL RISK M	BLDG & LIABILITY	278.16	89942
261-111-828.10	LIABILITY & BUILDING INSURANCE	MICHIGAN MUNICIPAL RISK M	BLDG & LIABILITY RETENTION 3RD PMT	15.00	89942
Total For Dept 111 HISTORY (PAYROLL INS/FRINGE)				988.02	
Dept 325 DISPATCH/COMMUNICATION					
261-325-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES,	1REPLACEMENT 3 RING BINDERS	143.78	89842
261-325-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES,	1PRINTER TONER	87.50	89842
261-325-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES,	1OFFICE ORGANIZATION SUPPLIES	48.59	89842
261-325-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES,	1OFFICE SUPPLIES NOTE PADS, SPRINKLER CC	2.22	89965
261-325-727.00	OFFICE SUPPLIES	KSS	PAPER PRODUCTS, BODY WASH	8.74	90006
261-325-727.00	OFFICE SUPPLIES	NUGENT ACE HARDWARE	STATEMENT MAY 2023 JAIL-SHERIFF-911	1.52	90019
261-325-830.00	911 MAINTENANCE CONTRACT	WESTTEL INTERNATIONAL, LLC	9-1-1 SOLUTION MONTHLY SERVICE AND MAIN	938.00	90041
261-325-855.00	RADIO MAINTENANCE/EQUIPMENT	GRAND TRAVERSE MOBILE COMM	RADIO REPLACEMENTS DUE TO LIGHTNING STF	1,064.00	89997
261-325-930.00	EQUIPMENT REPAIR	GRAND TRAVERSE MOBILE COMM	FRANKFORT WATER TOWER 800 REPLACEMENT	190.00	89928
261-325-954.10	RENT	DTE ENERGY	ACCT # 910020929204 JAIL (APRIL 14 - M	22.05	89855
261-325-956.00	EMPLOYEE PHYSICALS	MUNSON WALK IN CLINIC	EMPLOYEE PRE-EMPLOYMENT PHYSICAL	75.00	89886
261-325-956.00	EMPLOYEE PHYSICALS	MUNSON WALK IN CLINIC	EMPLOYEE PRE-EMPLOYMENT PHYSICAL	75.00	89886
261-325-961.00	TRAINING & SCHOOLS	CORY ELLIS	MAY 17TH FOIA CLASS TRAVEL REIMBURSEMEN	59.62	89852
261-325-961.00	TRAINING & SCHOOLS	DEAN, ZACHARY	BASIC LEIN TRAINING TRAVEL REIMBURSEMEN	115.95	89922
261-325-961.00	TRAINING & SCHOOLS	MICHAEL DRAEGER	COMT COURSE IN CHARLOTTE	213.77	89940
261-325-961.00	TRAINING & SCHOOLS	VISA	VISA - COUNTY MULTIPLE MAY 2023	480.00	
261-325-970.00	EQUIPMENT	NATIONAL EMERGENCY NUMBER	NENA YEARLY DUES	147.00	89943
Total For Dept 325 DISPATCH/COMMUNICATION				3,672.74	
Total For Fund 261 911 EMERGENCY SERVICE FUND				4,660.76	
Fund 263 CPL CLERK TECHNOLOGY FUND					
Dept 000					
263-000-970.00	EQUIPMENT	IDENTISYS INC.	SERVICE EQUIPMENT CONTRACT BC148	879.00	90000
Total For Dept 000				879.00	
Total For Fund 263 CPL CLERK TECHNOLOGY FUND				879.00	
Fund 265 TNT OFFICER MILLAGE FUND					
Dept 000					
265-000-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF MICH	DELTA DENTAL INS - JUNE 1-30, 2023 ALL	26.72	89854
265-000-725.00	FRINGE BENEFITS	STANDARD INSURANCE COMPAN	LIFE INSURANCE, AD&D ETC	38.58	89896
265-000-748.00	GAS, OIL & GREASE	BENZIE COUNTY ROAD COMMIS	E MAY 2023 FUEL BSO	168.63	89967

INVOICE GL DISTRIBUTION REPORT FOR BENZIE COUNTY
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 265 TNT OFFICER MILLAGE FUND					
Dept 000					
265-000-749.00	VEHICLE REPAIRS	BAYSHORE TIRE & AUTO	19-3 TNT NEW TIRES MOUNTED	64.00	89846
265-000-749.00	VEHICLE REPAIRS	WEX BANK	BCSO FUEL 04162023 TO 05152023	208.32	89904
265-000-840.00	INTELL/INVESTIGATIONS	TRANSUNION RISK & ALTERNAT	INTELL MAY 2023	75.00	90035
265-000-853.00	CELLULAR PHONES-TNT	VERIZON WIRELESS	BCSO CELL PHONE 4/13/2023 TO 05/12/2023	40.60	89901
Total For Dept 000				621.85	
Dept 111 HISTORY (PAYROLL INS/FRINGE)					
265-111-828.10	LIABILITY & BUILDING INS-	TNT OF MICHIGAN MUNICIPAL RISK M	BLDG & LIABILITY	1,390.79	89942
265-111-828.10	LIABILITY & BUILDING INS-	TNT OF MICHIGAN MUNICIPAL RISK M	BLDG & LIABILITY RETENTION 3RD PMT	75.00	89942
Total For Dept 111 HISTORY (PAYROLL INS/FRINGE)				1,465.79	
Total For Fund 265 TNT OFFICER MILLAGE FUND				2,087.64	
Fund 269 LAW LIBRARY FUND					
Dept 000					
269-000-901.00	RESOURCE MATERIALS	THOMSON REUTERS - WEST	WESTLAW DATABASE MAY '23	251.43	90034
269-000-901.00	RESOURCE MATERIALS	THOMSON REUTERS - WEST	JUNE 2023 LIBRARY SUB BOOKS, TANGIBLE E	1,442.23	90034
Total For Dept 000				1,693.66	
Total For Fund 269 LAW LIBRARY FUND				1,693.66	
Fund 276 COMMISSION ON AGING MILLAGE FUND					
Dept 000					
276-000-800.00	CONTRACTED SERVICES	BENZIE SENIOR RESOURCES	MONTHLY PAYMENT FOR CONTRACTED SERVICES	102,577.17	89971
Total For Dept 000				102,577.17	
Total For Fund 276 COMMISSION ON AGING MILLAGE FUND				102,577.17	
Fund 285 POINT BETSIE LIGHTHOUSE FUND					
Dept 808 5.1 M STATE GRANT					
285-808-800.00	CONTRACTED SERVICES - ENGINEERIN	BARR ENGINEERING CO.	POINT BETSIE SHORELINE PROTECTION SYSTE	19,001.00	89845
Total For Dept 808 5.1 M STATE GRANT				19,001.00	
Total For Fund 285 POINT BETSIE LIGHTHOUSE FUND				19,001.00	
Fund 286 AMERICAN RESCUE PLAN ACT (ARPA) GRANT					
Dept 000					
286-000-967.00	PROJECT EXPENSES	FRIENDS OF POINT BETSIE L	SHORLINE PROTECTION SYSTEM PROJECT	250,000.00	89865
286-000-967.00	PROJECT EXPENSES	TKS SECURITY	QUARTERLY BILLING ACO DOOR ACCESS	75.00	89958
286-000-967.00	PROJECT EXPENSES	CHERRY CAPITAL CONNECTION	BENZIE COUNTY - INTERNET FOR ALL #5 PMT	100,000.00	89980
Total For Dept 000				350,075.00	
Total For Fund 286 AMERICAN RESCUE PLAN ACT (ARPA) GR				350,075.00	
Fund 292 CHILD CARE FUND					
Dept 000					
292-000-840.70	INSTITUTIONAL ROOM & BOARD	EATON COUNTY	APRIL RESIDENTIAL TRTMT J VOLAS	6,000.00	89861
292-000-840.70	INSTITUTIONAL ROOM & BOARD	OTTAWA COUNTY	MAY 2023 DETENTION INVOICE S GREGARIO C	6,000.00	90022
292-000-840.95	IN HOME CARE MISC.	LORI R. WADE	REIMB 3 BIKE TUNEUPS, FITNESS MATCH	220.30	90008
Total For Dept 000				12,220.30	
Total For Fund 292 CHILD CARE FUND				12,220.30	
Fund 293 VETERAN'S RELIEF FUND					

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 293 VETERAN'S RELIEF FUND					
Dept 000					
293-000-721.00	PER DIEM-VETERAN'S AFFAIRS	COMMI BAILEY, LAWRENCE	VETERANS AFFAIRS COMMITTEE MEETING MAY	40.00	89910
293-000-721.00	PER DIEM-VETERAN'S AFFAIRS	COMMI BURCH, TYSON	VETERANS AFFAIR MEETING	40.00	89917
293-000-721.00	PER DIEM-VETERAN'S AFFAIRS	FENDER, GARY	VETERANS AFFAIRS COMMITTEE MEETING	40.00	89924
293-000-721.00	PER DIEM-VETERAN'S AFFAIRS	COMMI GIDDIS, KIRT	VETERANS AFFAIRS COMMITTEE MEETING MAY	40.00	89927
293-000-721.00	PER DIEM-VA PER DIEM	SCHAFFER, DONALD E.	VETERANS COMMITTEE PER DIEM & MILEAGE	40.00	89950
293-000-725.00	FRINGE BENEFITS	DELTA DENTAL PLAN OF MICH	DELTA DENTAL INS - JUNE 1-30, 2023 ALL	133.60	89854
293-000-725.00	FRINGE BENEFITS	STANDARD INSURANCE COMPAN	LIFE INSURANCE, AD&D ETC	37.91	89896
293-000-748.00	GAS, OIL & GREASE	VISA	VISA - COUNTY MULTIPLE MAY 2023	206.25	
293-000-860.00	TRAVE-VETERAN'S AFFAIRS	COMMITTE BAILEY, LAWRENCE	VETERANS AFFAIRS COMMITTEE MEETING MAY	2.41	89910
293-000-860.00	TRAVE-VETERAN'S AFFAIRS	COMMITTE BURCH, TYSON	VETERANS AFFAIR MEETING	22.14	89917
293-000-860.00	TRAVEL-VETERAN'S AFFAIRS	FENDER, GARY	VETERANS AFFAIRS COMMITTEE MEETING	7.86	89924
293-000-860.00	TRAVE-VETERAN'S AFFAIRS	COMMITTE GIDDIS, KIRT	VETERANS AFFAIRS COMMITTEE MEETING MAY	20.83	89927
293-000-860.00	TRAVEL	ROELOFS, ROBERT	VETERANS AFFAIRS COMMITTEE MEETING MAY	27.51	89949
293-000-860.00	TRAVEL-VA MILEAGE	SCHAFFER, DONALD E.	VETERANS COMMITTEE PER DIEM & MILEAGE	2.88	89950
293-000-860.00	TRAVEL	VISA	VISA - COUNTY MULTIPLE MAY 2023	787.37	
293-000-900.00	PRINTING & PUBLISHING	BLACK DIAMOND BROADCASTING	MAY BROADCASTING VETERANS	1,568.00	89913
293-000-955.00	CONVENTIONS & MEETINGS	VISA	VISA - COUNTY MULTIPLE MAY 2023	325.00	
Total For Dept 000				3,341.76	
Total For Fund 293 VETERAN'S RELIEF FUND				3,341.76	
Fund 296 JUVENILE JUSTICE FUND					
Dept 000					
296-000-800.00	CONTRACTUAL SERVICES	LORI R. WADE	SOCIAL WORKER SERVICES JUNE 2023	3,750.00	90008
Total For Dept 000				3,750.00	
Total For Fund 296 JUVENILE JUSTICE FUND				3,750.00	
Fund 425 EQUIPMENT REPLACEMENT FUND					
Dept 351 JAIL - CORRECTIONS					
425-351-957.00	MISCELLANEOUS - INMATE TELEPHONE	AUTONOMY TODAY, LLC	CADMUS ANN SBX/HARDWARE	4,502.40	89843
Total For Dept 351 JAIL - CORRECTIONS				4,502.40	
Total For Fund 425 EQUIPMENT REPLACEMENT FUND				4,502.40	
Fund 516 DELINQUENT TAX REVOLVING FUND					
Dept 000					
516-000-689.00	CASH OVER/SHORT	COLEMAN, MONTY & LISA	OVERPAID ON DLQ TAXES FOR 04-006-002-03	26.51	89850
516-000-689.00	CASH OVER/SHORT	FRANKFORT DEVELOPMENT PART	OVERPAID ON DLQ TAXES FOR 51-040-019-00	4.11	89994
Total For Dept 000				30.62	
Total For Fund 516 DELINQUENT TAX REVOLVING FUND				30.62	
Fund 532 TAX FORECLOSURE FUND					
Dept 253 COUNTY TREASURER					
532-253-957.00	MISCELLANEOUS	BENZIE LEELANAU HEALTH DE	PROPERTY EVALUATION FOR 08-023-035-00	157.50	89970
532-253-957.00	MISCELLANEOUS	VISSER AND ASSOCIATES TRU	DMK DEVELOPMENT-BENZONIA LLC	26,533.37	90037
Total For Dept 253 COUNTY TREASURER				26,690.87	
Total For Fund 532 TAX FORECLOSURE FUND				26,690.87	
Fund 701 GENERAL AGENCY FUND					
Dept 215 COUNTY CLERK					
701-215-228.16	DUE STATE - PISTOL PERMITS	MICHIGAN STATE POLICE - C	CPL FEES TO MSP MAY 2023	1,436.00	90015

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Fund 701 GENERAL AGENCY FUND					
Dept 215 COUNTY CLERK					
701-215-265.00	CASH BONDS PAYABLE	ALEKSEYKOV, KONSTANIN	BOND MONEY RETURNED 21-2774-FH V ALEKSE	675.00	89908
701-215-265.00	CASH BONDS PAYABLE	ALEKSEYKOV, KONSTANIN	ALEKSEYKOV, KONSTANIN BOND REIMB V ALEF	675.00	89908
701-215-265.00	CASH BONDS PAYABLE	BENZIE COUNTY CLERK	COURT ASSESSMENTS T JOHNSON #23-2907-FH	900.00	89911
701-215-265.00	CASH BONDS PAYABLE	BENZIE COUNTY CLERK	COURT ASSESSMENTS FOR T TINCH 22-2901-F	900.00	89911
701-215-265.00	CASH BONDS PAYABLE	POSTEMA, JEFFREY JAMES	BOND REIMB 22-2884-FH J POSTEMA	292.00	89946
701-215-265.00	CASH BONDS PAYABLE	HEADY, LYNDA	BOND RETURNED D HARTLEY 23-2910-FH	900.00	89998
701-215-271.00	RESTITUTIONS PAYABLE	JOHN LEONE	21-2784- FC THURSTON KEINONEN RESTITUTI	194.73	89875
701-215-271.00	RESTITUTIONS PAYABLE	STEFAN GRAVIS	RESTITUTION 20172534FH B PIPER	50.00	89897
701-215-271.00	RESTITUTIONS PAYABLE	BLARNEY CASTLE	RESTITUTION M REED 02-1795-FC	37.50	89975
701-215-271.00	RESTITUTIONS PAYABLE	BLARNEY CASTLE	RESTITUTION M REED 02-1795-FC	37.50	89975
701-215-271.00	RESTITUTIONS PAYABLE	FORSTER, BRIDGET	RESTITUTION T ANTCLIFF22-2883-FH	3,302.00	89992
701-215-271.00	RESTITUTIONS PAYABLE	JANET POMERLEAU	RESTITUTION-CIRUIT LUCAS BRIGHT 11-223:	20.00	90001
Total For Dept 215 COUNTY CLERK				9,419.73	
Dept 253 COUNTY TREASURER					
701-253-274.10	DUE STATE - QFF DELQ	STATE OF MICHIGAN	ANNUAL QFF PMT HOMESTEAD TWP	41.50	89953
701-253-274.19	APPEALS/CHARGEBACKS/REFUNDS	BENZIE COUNTY TREASURER	ADMIN FEE ADJ-POVERTY EXEMP 02-504-204-	0.25	
701-253-274.19	APPEALS/CHARGEBACKS/REFUNDS	MARK HAMMERBERG	PRE ADJ FOR 02-025-007-00	32.72	90010
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	ALMIRA TOWNSHIP TREASURER	AMBULANCE REFUND - OVERPAYMENT	25.00	89964
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	GERTURDE GREEN	AMBULANCE REFUND - PATIENT PAID TWICE	100.00	89996
701-253-275.00	TAX OVERPAYMENTS/REFUNDS	WILLIAM HONER	AMBULANCE REFUND - OVERPAID	98.41	90042
Total For Dept 253 COUNTY TREASURER				297.88	
Dept 286 DISTRICT COURT					
701-286-214.01	DUE TO SHERIFF'S DEPT - OWI REIM	BENZIE COUNTY SHERIFF OFFI	OWI REIMBURSEMENT MAY 2023	603.00	89968
701-286-228.07	DUE STATE - FILING/REINSTATEMEN	STATE OF MICHIGAN	FEE TRANSMITTAL TO STATE DIST CT MAY 20	7,855.70	90028
701-286-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND APPLIED TO FINES R PAYNE 5-466-ST-	413.50	89839
701-286-265.00	CASH BONDS PAYABLE	PAYNE, RAYMOND JOE	DIST 5-466-ST-2 2687	21.50	89891
701-286-265.00	CASH BONDS PAYABLE	19TH CIRCUIT COURT - BENZI	S MINER BOND 23-055-FY-2	2,000.00	89961
701-286-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND COSTS TO FINES A THOMAS, N CASE, I	1,200.00	89962
701-286-265.00	CASH BONDS PAYABLE	BRADLY RYAN JACOBS	BOND REFUND B JACOBS 18-147-SD	350.00	89977
701-286-271.00	RESTITUTIONS PAYABLE	HERN, MICHAEL	RESTITUTION 52571 FITZHUGH-JOHNSON 17-2	250.00	89870
701-286-271.00	RESTITUTIONS PAYABLE	BRAD RYKSE	RESTITUTION 52633 L BROWN 19-203-FY	50.00	89915
701-286-271.00	RESTITUTIONS PAYABLE	HOMAN, LYNN	RESTITUTION 52638 J HAMILTON 18-351-SM	50.00	89929
701-286-271.00	RESTITUTIONS PAYABLE	LAMERSON, AUGUSTA	RESTITUTION 52645 T COLE 21-360-SM	5.00	89934
701-286-271.00	RESTITUTIONS PAYABLE	LOTTIE ZAVALA	RESTITUTION K HUMSTAD 17-139-SM	5.00	89935
701-286-271.00	RESTITUTIONS PAYABLE	STATE FARM MUTAL AUTO INS	RESTITUTION CLAIM #220140851 W FORTINE	100.00	89952
701-286-275.00	REFUNDS	ERICA RAY	OVERPAYMENT TICKET	12.00	89991
Total For Dept 286 DISTRICT COURT				12,915.70	
Dept 289 FRIEND OF THE COURT					
701-289-222.04	DUE MANISTEE - STATUTORY FEES	MANISTEE COUNTY TREASURER	FOC FEES TO MANISTEE TREASURER MAY 202:	1,519.06	89937
701-289-222.05	DUE MANISTEE - PROCESSING FEES	MANISTEE COUNTY TREASURER	FOC FEES TO MANISTEE TREASURER MAY 202:	197.26	89937
Total For Dept 289 FRIEND OF THE COURT				1,716.32	
Dept 294 PROBATE COURT					
701-294-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	PROBATE FEES DUE TO STATE FOR MAY 2023	2,730.07	90027
701-294-275.00	REFUNDS	KATHRYN L. BOLINGER, PLLC	OVERPMT FILING FEE 22000039 K FITZHUGH	5.00	90003
Total For Dept 294 PROBATE COURT				2,735.07	
Dept 296 PROSECUTING ATTORNEY					
701-296-248.00	CANINE ADVOCATE FUND	CODY KASTL	K9 COURT ADVOCATE SUPPLIES	81.60	89983

06/08/2023 02:17 PM
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Fund 701 GENERAL AGENCY FUND					
Dept 296 PROSECUTING ATTORNEY					
Total For Dept 296 PROSECUTING ATTORNEY				81.60	
Total For Fund 701 GENERAL AGENCY FUND				27,166.30	
Fund 704 PAYROLL CLEARING FUND					
Dept 000					
704-000-231.11	INSURANCE CO-PAY	BLUE CARE NETWORK	COVERAGE JUNE 2023	73,649.21	89847
704-000-231.11	INSURANCE CO-PAY	BLUE CROSS BLUE SHIELD OF BCBSM	BUY UP PLAN JUNE 2023 00701643771	2,417.91	89848
704-000-231.11	INSURANCE CO-PAY	STANDARD INSURANCE COMPANY	LIFE INSURANCE, AD&D ETC	1,326.71	89896
704-000-231.11	INSURANCE CO-PAY	BLUE CROSS BLUE SHIELD OF GROUP	#007016437710 DIVISON #0005 FOR E	2,417.91	89914
Total For Dept 000				79,811.74	
Total For Fund 704 PAYROLL CLEARING FUND				79,811.74	

06/08/2023 02:17 PM
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Fund Totals:					
			Fund 101 GENERAL FUND	130,097.22	
			Fund 210 AMBULANCE FUND	23,433.11	
			Fund 213 JAIL OPERATIONS	33,069.45	
			Fund 216 SEASONAL ROAD I	114.29	
			Fund 218 MARINE PATROL I	949.77	
			Fund 228 SOLID WASTE/REC	17,277.48	
			Fund 230 BETSIE VALLEY S	75.10	
			Fund 236 SCHOOL RESOURC	2,590.80	
			Fund 243 BROWNFIELD RED	36.50	
			Fund 249 BUILDING DEPAR	41,643.30	
			Fund 251 ANIMAL CONTROL	711.49	
			Fund 254 SOIL EROSION (S	1,800.00	
			Fund 259 DISPATCHER TRA	412.20	
			Fund 261 911 EMERGENCY S	4,660.76	
			Fund 263 CPL CLERK TECH	879.00	
			Fund 265 TNT OFFICER MII	2,087.64	
			Fund 269 LAW LIBRARY FUP	1,693.66	
			Fund 276 COMMISSION ON P	102,577.17	
			Fund 285 POINT BETSIE LI	19,001.00	
			Fund 286 AMERICAN RESCU	350,075.00	
			Fund 292 CHILD CARE FUNI	12,220.30	
			Fund 293 VETERAN'S RELIE	3,341.76	
			Fund 296 JUVENILE JUSTIC	3,750.00	
			Fund 425 EQUIPMENT REPL	4,502.40	
			Fund 516 DELINQUENT TAX	30.62	
			Fund 532 TAX FORECLOSURE	26,690.87	
			Fund 701 GENERAL AGENCY	27,166.30	
			Fund 704 PAYROLL CLEARIN	79,811.74	
Total For All Funds:				<u>890,698.93</u>	

Payable May 25 to June 08

DATE	FUND 101 GENERAL	FUND 213 JAIL	FUND 214 EMS	FUND 105-238	FUND 247 ACO	FUND 249 BUILDING	FUND 261 DISPATCH	FUND 239-292	FUND 293-690	FUND 701 TRUST/ AGENCY	FUND 702-771	TOTALS
5/25/2023	\$ 27,568.42	\$ 9,536.86	\$ 3,330.66	\$ 880.62	\$ 279.14		\$ 1,206.40	\$ 275,037.50	\$ 4,700.42	\$ 929.73	\$ 77,393.83	\$ 400,863.58
6/1/2023	\$ 61,939.00	\$ 5,851.73	\$ 9,309.13	\$ 17,690.92		\$ 244.30	\$ 959.88	\$ 2,441.59	\$ 1,851.63	\$ 5,409.82	\$ 2,417.91	\$ 108,115.91
Voided CK 6/7/2023	\$ (75.00)											\$ (75.00)
Voided CK 6/8/2023	\$ (292.00)											\$ (292.00)
												\$ -
												\$ -
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												\$ -
Totals	\$ 89,140.42	\$ 15,388.59	\$ 12,639.79	\$ 18,571.54	\$ 279.14	\$ 244.30	\$ 2,166.28	\$ 277,479.09	\$ 6,552.05	\$ 6,339.55	\$ 79,811.74	\$ 508,612.49

206-K-9 Fund
 207-Sheriff Reserve's
 208-Dive Team
 209-Resourse Officer
 210-Benzie Kids
 211-D.A.R.E. Fund
 215-FOC

230-BVTMC
 232-Planning/Zoning
 235-CBDG
 238-EDC
 245-Remonumentation
 256-Reg of Deeds
 262-911-Training

269-Law Library
 270-Platte River Bridge
 271-Housing Grant
 276-Council on Aging
 285-Pt. Betsie Lighthouse
 292-Child Care Fund
 293-Soldiers Relief Fund

310-Gov't Ctr Addition-Debt
 315-Benzie Leelanau Health
 321-Jail Bond
 371-Jail Bldg Debt Millage
 425-Equipment Replace

BILLS TO BE APPROVED JUNE 13, 2023

Motion to approve Vouchers in the amount of:

\$ 89,140.42 General Fund (101)

\$ 15,388.59 Jail Fund (213)

\$ 12,639.79 Ambulance Fund & ALS (214)

\$ 18,571.54 Funds 105-238

\$ 279.14 ACO Fund (247)

\$ 244.30 Building (249)

\$ 2,166.28 Dispatch 911 Fund (261)

\$ 277,479.09 Funds 239-292

\$ 6,552.05 Funds 293-640

\$ 6,339.55 701 Fund

\$ 79,811.74 Trust and Agency Funds & MSU Trust and Agency Fund (702-771)

\$ 508,612.49

New GL# Payable June 08

DATE	FUND 101 GENERAL	FUND 213 JAIL	FUND 210 EMS	FUND 105-238	FUND 251 ACO	FUND 249 BUILDING	FUND 261 DISPATCH	FUND 239-292	FUND 293-690	FUND 701 TRUST/ AGENCY	FUND 702-771	TOTALS
6/8/2023	\$ 38,655.91	\$ 17,680.86	\$ 10,174.41	\$ 1,947.24		\$ 441.38	\$ 2,014.48	\$ 254,812.76	\$ 30,444.98	\$ 20,826.75		\$ 376,998.77
EFT 6/8/2023	\$ 2,300.89		\$ 618.91	\$ 425.50	\$ (56.25)		\$ 480.00		\$ 1,318.62			\$ 5,087.67
												\$ -
												\$ -
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Totals	\$ 40,956.80	\$ 17,680.86	\$ 10,793.32	\$ 2,372.74	\$ (56.25)	\$ 441.38	\$ 2,494.48	\$ 254,812.76	\$ 31,763.60	\$ 20,826.75	\$ -	\$ 382,086.44

206-K-9 Fund
 207-Sheriff Reserve's
 208-Dive Team
 209-Resource Officer
 210-Benzie Kids
 211-D.A.R.E. Fund
 215-FOC

230-BVTMC
 232-Planning/Zoning
 235-CBDG
 238-EDC
 245-Re monumentation
 256-Reg of Deeds
 262-911-Training

269-Law Library
 270-Platte River Bridge
 271-Housing Grant
 276-Council on Aging
 285-Pt. Betsie Lighthouse
 292-Child Care Fund
 293-Soldiers Relief Fund

310-Gov't Ctr Addition-Debt
 315-Benzie Leelanau Health
 321-Jail Bond
 371-Jail Bldg Debt Millage
 425-Equipment Replace

New GL # BILLS TO BE APPROVED JUNE 13, 2023

Motion to approve Vouchers in the amount of:

- \$ 40,956.80 General Fund (101)
- \$ 17,680.86 Jail Fund (213)
- \$ 10,793.32 Ambulance Fund & ALS (214)
- \$ 2,372.74 Funds 105-238
- \$ (56.25) ACO Fund (247)
- \$ 441.38 Building (249)
- \$ 2,494.48 Dispatch 911 Fund (261)
- \$ 254,812.76 Funds 239-292
- \$ 31,763.60 Funds 293-640
- \$ 20,826.75 701 Fund
- \$ - Trust and Agency Funds & MSU Trust and Agency Fund (702-771)

\$ 382,086.44

Elected Officials
And
Department
Heads



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

GRETCHEN WHITMER
GOVERNOR

RACHAEL EUBANKS
STATE TREASURER

May 31, 2023

Robert Roelofs, Chair, Board of Commissioners
Katelyn Zeits, County Administrator
Room 205
Government Center
448 Court Place
Beulah, MI 49617

Dear Mr. Roelofs & Mrs. Zeits,

I would like to congratulate Benzie County for successfully implementing their Equalization Corrective Plan (EqCP) during the 2022 for 2023 equalization cycle. The deficiencies found by Property Service Division staff in prior equalization cycles have been corrected in Benzie County's 2023 equalization studies and the Assessed and Equalized Valuations submitted for State Equalization have been accepted by the State Tax Commission (STC). Property Service Division staff found the current studies to be adequately supported and in compliance with applicable statutes and STC guidelines. The County Equalization Department has been diligent in setting in place procedures necessary to develop, complete, and timely deliver adequately supported study materials to both local assessors and the STC.

The corrective actions taken by the Benzie County Equalization Department have not only benefited the Benzie County equalization study process but have helped to ensure uniformity in assessments by class which benefit all taxing entities in Benzie County.

Continued diligence, oversight and support of County Administration is necessary for the successful completion of quality equalization studies. We are in the process of updating the County Equalization Essential Duties Checklist (The Checklist) and will provide a copy to you after it has been approved by the STC. Please use The Checklist and the other documents available on the STC's website to ensure continued compliance by the Benzie County Equalization Department.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Buick", written over a horizontal line.

David A. Buick, Executive Director
State Tax Commission
Administrator, Property Services Division
Michigan Department of Treasury

Attachment: Benzie County L-4030

cc: Dawn Olney, County Clerk
Polly Watson Cairns, County Equalization Director
Brienne Lindsay, County Equalization Department Head



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

GRETCHEN WHITMER
GOVERNOR

RACHAEL EUBANKS
STATE TREASURER

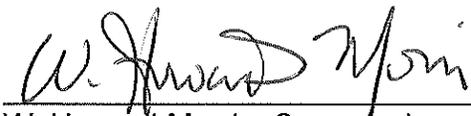
May 22, 2023

We hereby certify that the valuations of the several counties in the State of Michigan as equalized by the State Tax Commission at the regular session in the year 2023, as provided by Act 44 of the Public Acts of 1911, as amended by Act 143 of the Public Acts of 1986, are as presented by the attached report.

STATE TAX COMMISSION



Peggy L. Nolde, Chairperson



W. Howard Morris, Commissioner

	Agricultural	Commercial	Industrial	Residential	Timber Cutover	Developmental	Total Real Property	Total Personal Property
Alcona	44,063,500	33,453,100	13,646,000	979,580,400	N/C	N/C	1,070,743,000	45,700,100
Alger	12,810,192	57,848,000	12,532,100	518,986,118	N/C	N/C	602,176,410	26,894,789
Allegan	979,162,664	700,736,632	369,465,700	6,927,004,077	N/C	3,706,700	8,980,075,773	425,868,220
Alpena	107,531,800	142,739,400	43,218,000	1,065,892,600	N/C	N/C	1,359,381,800	77,443,061
Antrim	111,072,400	129,714,428	9,467,500	3,289,504,650	N/C	N/C	3,539,758,978	97,858,268
Arenac	127,275,300	51,708,800	11,766,600	712,776,600	N/C	N/C	903,527,300	53,056,200
Baraga	12,855,246	19,653,403	24,360,769	299,194,095	22,981,872	N/C	379,045,385	62,027,208
Barry	488,995,860	180,500,906	66,312,260	3,372,899,291	N/C	N/C	4,108,708,317	121,254,270
Bay	539,928,131	613,489,284	166,212,100	2,833,220,272	N/C	N/C	4,152,849,787	284,867,000
Benzie	34,327,600	133,509,000	11,429,200	2,310,179,898	55,800	N/C	2,489,501,498	55,580,650
Berrien	568,136,500	996,290,368	1,414,774,800	8,983,958,106	N/C	N/C	11,963,159,774	638,479,400
Branch	692,884,559	211,807,425	50,966,723	1,577,772,116	N/C	N/C	2,533,430,823	161,211,350
Calhoun	572,399,056	702,211,390	250,487,442	3,686,641,150	N/C	N/C	5,211,739,038	511,407,407
Cass	569,592,700	117,503,200	63,990,500	3,000,510,300	N/C	N/C	3,751,596,700	310,016,021
Charlevoix	72,980,807	236,989,711	65,637,600	3,602,356,761	N/C	5,303,200	3,983,268,079	95,232,607
Cheboygan	41,257,300	191,183,400	11,228,100	2,199,919,964	N/C	N/C	2,443,588,764	76,129,750
Chippewa	55,074,000	210,374,100	30,124,400	1,314,421,535	N/C	N/C	1,609,994,035	75,876,000
Clare	124,380,413	112,833,299	20,841,441	1,386,545,786	N/C	N/C	1,644,600,939	162,280,504
Clinton	876,574,950	563,773,150	78,373,250	3,227,857,178	N/C	N/C	4,746,578,528	191,722,826
Crawford	N/C	59,094,900	106,208,200	785,121,800	N/C	N/C	950,424,900	153,108,364
Delta	57,083,200	167,402,000	21,153,700	1,291,445,428	N/C	N/C	1,537,084,328	182,593,300
Dickinson	22,187,200	154,596,100	61,664,700	848,288,818	23,837,100	N/C	1,110,573,918	96,723,584
Eaton	559,608,463	895,328,107	295,360,926	3,690,980,843	N/C	9,798,200	5,451,076,539	317,976,166
Emmet	60,868,000	478,921,300	14,768,700	4,721,004,700	N/C	N/C	5,275,562,700	159,928,350
Genesee	247,922,000	2,690,820,580	358,189,800	11,932,827,686	N/C	N/C	15,229,760,066	859,781,800
Gladwin	120,356,000	68,902,500	11,964,900	1,287,340,637	N/C	N/C	1,488,564,037	74,459,350
Gogebic	1,670,219	63,175,395	14,803,137	659,922,968	25,456,019	N/C	765,027,738	97,612,765
Grand Traverse	155,322,200	1,670,278,850	121,532,600	7,558,743,167	N/C	N/C	9,505,876,817	321,112,600
Gratiot	945,984,177	153,579,700	54,156,500	881,713,788	N/C	N/C	2,035,434,165	564,371,700
Hillsdale	660,960,393	119,109,740	49,783,020	1,607,018,777	N/C	N/C	2,436,871,930	200,724,775
Houghton	15,884,292	217,655,483	23,604,374	1,226,315,784	15,727,686	1,232,337	1,500,419,956	75,496,076
Huron	1,876,342,400	150,169,631	60,410,300	1,568,764,375	N/C	N/C	3,655,686,706	687,838,800
Ingham	516,463,770	3,019,624,888	269,286,872	7,886,777,998	N/C	N/C	11,692,153,528	700,786,373
Ionia	775,040,600	168,792,200	48,306,900	2,004,779,700	N/C	N/C	2,996,919,400	136,150,688
Iosco	59,387,000	133,989,500	40,352,600	1,427,628,850	N/C	N/C	1,661,357,950	98,403,300
Iron	20,923,194	48,602,976	48,596,431	619,298,291	35,090,449	N/C	772,511,341	82,069,253
Isabella	511,818,109	604,985,450	39,673,100	1,640,994,136	N/C	N/C	2,797,470,795	450,958,807
Jackson	506,253,264	794,193,952	188,175,171	5,562,457,989	N/C	N/C	7,051,080,376	599,653,505
Kalamazoo	345,435,450	2,509,827,700	556,244,300	9,631,174,964	N/C	N/C	13,042,682,414	672,394,914
Kalkaska	36,063,800	76,749,700	11,795,800	1,170,306,907	N/C	N/C	1,294,916,207	116,977,900
Kent	519,705,500	8,529,422,100	2,185,543,000	29,028,785,077	N/C	8,270,800	40,271,726,477	1,707,196,700
Keweenaw	N/C	14,048,126	213,630	254,491,448	3,172,171	N/C	271,925,375	7,582,660
Lake	33,253,500	63,313,900	1,535,200	934,369,600	N/C	N/C	1,032,472,200	43,189,550
Lapeer	534,760,390	333,172,700	104,965,200	4,183,830,305	N/C	3,600,300	5,160,328,895	247,332,886
Leelanau	210,714,710	249,903,570	13,697,560	4,947,662,310	N/C	N/C	5,421,978,150	72,568,710

	Agricultural	Commercial	Industrial	Residential	Timber Cutover	Developmental	Total Real Property	Total Personal Property
Lenawee	1,114,032,880	515,336,100	133,329,700	3,708,705,543	N/C	N/C	5,471,404,223	347,699,610
Livingston	314,357,779	1,503,788,876	450,385,115	12,550,785,048	N/C	9,828,400	14,829,145,218	607,388,932
Luce	6,206,600	19,520,100	2,781,500	240,682,670	1,097,300	N/C	270,288,170	9,237,260
Mackinac	15,752,073	283,182,343	25,104,027	1,122,212,574	3,297,000	N/C	1,449,548,017	176,921,037
Macomb	232,554,200	6,138,755,468	2,914,158,830	35,954,831,904	N/C	N/C	45,240,300,402	1,920,423,853
Manistee	41,404,400	125,094,800	31,220,700	1,634,172,000	N/C	N/C	1,831,891,900	116,292,000
Marquette	12,491,650	605,328,531	289,351,100	2,864,739,873	45,474,450	N/C	3,817,385,604	350,610,370
Mason	116,023,500	169,323,100	541,661,500	1,788,174,268	N/C	N/C	2,615,182,368	301,962,200
Mecosta	242,740,200	204,197,700	64,954,600	1,714,445,795	N/C	N/C	2,226,338,295	120,203,882
Menominee	142,698,500	94,179,011	47,353,800	940,865,370	56,400	N/C	1,225,153,081	79,350,708
Midland	198,934,000	592,053,800	322,159,800	3,061,675,891	N/C	N/C	4,174,823,491	482,890,718
Missaukee	194,658,400	60,188,500	12,770,100	780,498,750	N/C	N/C	1,048,115,750	79,147,300
Monroe	655,389,387	917,770,609	367,731,693	5,931,606,752	N/C	N/C	7,872,498,441	1,164,030,828
Montcalm	545,521,300	216,189,100	58,518,400	2,403,289,000	N/C	N/C	3,223,517,800	261,594,000
Montmorency	21,591,100	34,002,000	8,674,600	697,172,336	N/C	N/C	761,440,036	34,444,500
Muskegon	164,088,200	830,186,200	233,931,900	6,249,703,900	N/C	N/C	7,477,910,200	392,370,800
Newaygo	259,941,500	149,259,700	59,545,500	2,197,817,681	N/C	N/C	2,666,564,381	139,474,800
Oakland	94,883,920	15,866,369,075	3,256,793,360	74,578,099,178	N/C	N/C	93,796,145,533	3,893,136,303
Oceana	232,325,600	121,667,000	41,745,400	1,768,605,100	N/C	N/C	2,164,343,100	72,595,400
Ogemaw	98,834,452	118,613,333	12,009,200	1,102,408,306	N/C	N/C	1,331,865,291	78,031,199
Ontonagon	11,357,310	20,228,300	34,750,590	305,489,199	21,644,180	N/C	393,469,579	27,659,125
Osceola	157,038,346	53,287,400	42,526,700	922,925,025	N/C	N/C	1,175,777,471	98,354,100
Oscoda	16,378,100	25,509,000	10,749,700	506,484,225	N/C	N/C	559,121,025	54,399,400
Otsego	55,273,400	262,280,175	32,511,800	1,411,907,140	N/C	N/C	1,761,972,515	259,249,500
Ottawa	865,945,850	2,400,604,300	1,127,907,600	15,666,866,750	N/C	N/C	20,061,324,500	852,989,908
Presque Isle	93,924,000	35,420,300	26,122,700	884,206,530	N/C	N/C	1,039,673,530	47,198,500
Roscommon	6,767,400	125,560,000	2,628,200	2,166,124,900	N/C	N/C	2,301,080,500	63,412,400
Saginaw	879,857,900	1,318,563,800	241,662,400	4,820,507,398	N/C	N/C	7,260,591,498	592,364,800
Saint Clair	527,324,536	866,291,900	601,236,300	6,842,038,349	N/C	N/C	8,836,891,085	1,272,740,200
Saint Joseph	773,627,800	240,739,300	176,834,000	2,255,994,440	N/C	N/C	3,447,195,540	301,155,110
Sanilac	1,337,317,267	143,299,194	33,845,276	1,398,857,778	N/C	N/C	2,913,319,515	199,937,142
Schoolcraft	7,812,116	35,999,900	16,003,900	441,649,200	N/C	N/C	501,465,116	55,278,916
Shiawassee	620,224,060	252,811,860	55,390,510	2,096,654,652	N/C	N/C	3,025,081,082	269,218,500
Tuscola	1,106,775,630	113,536,200	46,851,900	1,661,639,961	N/C	N/C	2,928,803,691	504,945,046
Van Buren	475,707,500	284,026,467	134,793,724	3,993,424,041	N/C	N/C	4,887,951,732	579,364,250
Washtenaw	591,196,920	5,951,293,426	648,252,350	19,549,716,144	N/C	30,248,900	26,770,707,740	1,234,386,164
Wayne	28,261,000	13,872,335,532	4,369,156,800	49,362,439,469	N/C	752,300	67,632,945,101	4,508,197,247
Wexford	54,417,200	187,661,400	56,621,200	1,319,430,750	N/C	N/C	1,618,130,550	96,487,600
TOTALS	27,138,946,785	83,596,433,844	23,948,847,581	435,538,115,133	197,890,427	72,741,137	570,492,974,907	33,845,042,115

	Agricultural	Commercial	Industrial	Residential	Timber Cutover	Developmental	Total Real Property	Total Personal Property
Alcona	44,063,500	33,453,100	13,646,000	979,580,400	N/C	N/C	1,070,743,000	45,700,100
Alger	12,810,192	57,848,000	12,532,100	518,986,118	N/C	N/C	602,176,410	26,894,789
Allegan	979,162,664	700,736,632	369,465,700	6,927,004,077	N/C	3,706,700	8,980,075,773	425,868,220
Alpena	107,531,800	142,739,400	50,749,485	1,065,892,600	N/C	N/C	1,366,913,285	77,443,061
Antrim	111,072,400	129,714,428	9,467,500	3,289,504,650	N/C	N/C	3,539,758,978	97,858,268
Arenac	127,275,300	51,783,402	11,766,600	712,710,998	N/C	N/C	903,536,300	53,056,200
Baraga	12,855,246	19,653,403	24,360,769	299,194,095	22,981,872	N/C	379,045,385	62,027,208
Barry	488,995,860	180,293,675	66,312,260	3,372,899,291	N/C	N/C	4,108,501,086	121,254,270
Bay	539,928,131	613,489,284	166,212,100	2,833,220,272	N/C	N/C	4,152,849,787	284,867,000
Benzie	34,327,600	133,509,000	11,429,200	2,310,179,898	55,800	N/C	2,489,501,498	55,580,650
Berrien	568,136,500	996,290,368	1,414,774,800	8,983,958,106	N/C	N/C	11,963,159,774	638,479,400
Branch	692,884,559	211,807,425	50,966,723	1,577,772,116	N/C	N/C	2,533,430,823	161,211,350
Calhoun	572,399,056	702,211,390	250,487,442	3,686,641,150	N/C	N/C	5,211,739,038	511,407,407
Cass	569,592,700	117,503,200	63,990,500	3,000,510,300	N/C	N/C	3,751,596,700	310,016,021
Charlevoix	72,980,807	236,989,711	65,637,600	3,602,356,761	N/C	5,303,200	3,983,268,079	95,232,607
Cheboygan	41,257,300	191,183,400	11,228,100	2,199,919,964	N/C	N/C	2,443,588,764	76,129,750
Chippewa	55,074,000	210,374,100	30,124,400	1,314,421,535	N/C	N/C	1,609,994,035	75,876,000
Clare	124,380,413	112,833,299	20,841,441	1,386,545,786	N/C	N/C	1,644,600,939	162,280,504
Clinton	876,574,950	563,773,150	78,373,250	3,227,857,178	N/C	N/C	4,746,578,528	191,722,826
Crawford	N/C	59,094,900	106,208,200	785,121,800	N/C	N/C	950,424,900	153,108,364
Delta	57,083,200	167,402,000	21,153,700	1,291,445,428	N/C	N/C	1,537,084,328	182,593,300
Dickinson	22,187,200	154,596,100	61,664,700	848,288,818	23,837,100	N/C	1,110,573,918	96,723,584
Eaton	559,608,463	895,328,107	295,360,926	3,690,980,843	N/C	9,798,200	5,451,076,539	317,976,166
Emmet	60,868,000	478,921,300	14,768,700	4,721,004,700	N/C	N/C	5,275,562,700	159,928,350
Genesee	247,922,000	2,690,820,580	358,189,800	11,932,827,686	N/C	N/C	15,229,760,066	859,781,800
Gladwin	120,356,000	68,902,500	11,964,900	1,287,340,637	N/C	N/C	1,488,564,037	74,459,350
Gogebic	1,670,219	63,175,395	14,803,137	659,922,968	25,456,019	N/C	765,027,738	97,612,765
Grand Traverse	155,322,200	1,670,278,850	121,532,600	7,558,743,167	N/C	N/C	9,505,876,817	321,112,600
Gratiot	945,984,177	153,579,700	54,156,500	881,713,788	N/C	N/C	2,035,434,165	564,371,700
Hillsdale	660,960,393	119,109,740	49,783,020	1,607,018,777	N/C	N/C	2,436,871,930	200,724,775
Houghton	15,884,292	217,655,483	23,604,374	1,226,315,784	15,727,686	1,232,337	1,500,419,956	75,496,076
Huron	1,876,342,400	150,169,631	60,410,300	1,568,764,375	N/C	N/C	3,655,686,706	687,838,800
Ingham	516,463,770	3,019,624,888	269,286,872	7,886,777,998	N/C	N/C	11,692,153,528	700,786,373
Ionia	775,040,600	168,792,200	48,306,900	2,004,779,700	N/C	N/C	2,996,919,400	136,150,688
Iosco	59,387,000	133,989,500	40,352,600	1,427,628,850	N/C	N/C	1,661,357,950	98,403,300
Iron	20,923,194	48,602,976	48,596,431	619,298,291	35,090,449	N/C	772,511,341	82,069,253
Isabella	511,818,109	604,985,450	39,673,100	1,640,994,136	N/C	N/C	2,797,470,795	450,958,807
Jackson	506,253,264	794,193,952	188,175,171	5,562,457,989	N/C	N/C	7,051,080,376	599,653,505
Kalamazoo	345,435,450	2,509,827,700	556,244,300	9,631,174,964	N/C	N/C	13,042,682,414	672,394,914
Kalkaska	36,063,800	76,749,700	11,795,800	1,170,306,907	N/C	N/C	1,294,916,207	116,977,900
Kent	519,705,500	8,529,422,100	2,185,543,000	29,028,785,077	N/C	8,270,800	40,271,726,477	1,707,196,700
Keweenaw	N/C	14,012,504	213,630	254,491,448	3,172,171	N/C	271,889,753	7,582,660
Lake	33,253,500	63,313,900	1,535,200	934,369,600	N/C	N/C	1,032,472,200	43,189,550
Lapeer	534,760,390	333,172,700	104,965,200	4,183,830,305	N/C	3,600,300	5,160,328,895	247,332,886
Leelanau	210,714,710	249,903,570	13,697,560	4,947,662,310	N/C	N/C	5,421,978,150	72,568,710

	Agricultural	Commercial	Industrial	Residential	Timber Cutover	Developmental	Total Real Property	Total Personal Property
Lenawee	1,114,032,880	515,336,100	133,329,700	3,708,705,543	N/C	N/C	5,471,404,223	347,699,610
Livingston	314,357,779	1,503,788,876	450,385,115	12,550,785,048	N/C	9,828,400	14,829,145,218	607,388,932
Luce	6,206,600	19,520,100	2,781,500	240,682,670	1,097,300	N/C	270,288,170	9,237,260
Mackinac	15,752,073	283,182,343	25,104,027	1,122,212,574	3,297,000	N/C	1,449,548,017	176,921,037
Macomb	232,554,200	6,138,755,468	2,914,158,830	35,954,831,904	N/C	N/C	45,240,300,402	1,920,423,853
Manistee	41,404,400	125,094,800	31,220,700	1,634,172,000	N/C	N/C	1,831,891,900	116,292,000
Marquette	12,491,650	605,328,531	289,351,100	2,864,739,873	45,474,450	N/C	3,817,385,604	350,610,370
Mason	116,023,500	169,323,100	541,661,500	1,788,174,268	N/C	N/C	2,615,182,368	301,962,200
Mecosta	242,740,200	204,197,700	64,954,600	1,714,445,795	N/C	N/C	2,226,338,295	120,203,882
Menominee	142,950,108	94,112,900	49,089,875	940,865,370	56,400	N/C	1,227,074,653	79,350,708
Midland	198,934,000	592,053,800	322,159,800	3,061,675,891	N/C	N/C	4,174,823,491	482,890,718
Missaukee	194,658,400	60,188,500	12,770,100	780,498,750	N/C	N/C	1,048,115,750	79,147,300
Monroe	655,389,387	917,770,609	367,731,693	5,931,606,752	N/C	N/C	7,872,498,441	1,164,030,828
Montcalm	545,521,300	216,189,100	58,518,400	2,403,289,000	N/C	N/C	3,223,517,800	261,594,000
Montmorency	21,591,100	34,002,000	8,674,600	697,172,336	N/C	N/C	761,440,036	34,444,500
Muskegon	164,088,200	830,186,200	233,931,900	6,249,703,900	N/C	N/C	7,477,910,200	392,370,800
Newaygo	259,941,500	149,241,914	59,545,500	2,197,817,681	N/C	N/C	2,666,546,595	139,474,800
Oakland	94,883,920	15,866,369,075	3,256,793,360	74,578,099,178	N/C	N/C	93,796,145,533	3,893,136,303
Oceana	232,325,600	121,667,000	41,745,400	1,768,605,100	N/C	N/C	2,164,343,100	72,595,400
Ogemaw	98,728,885	118,613,333	12,009,200	1,102,408,306	N/C	N/C	1,331,759,724	78,031,199
Ontonagon	11,357,310	20,228,300	34,750,590	305,489,199	21,644,180	N/C	393,469,579	27,659,125
Osceola	157,038,346	53,287,400	42,526,700	922,925,025	N/C	N/C	1,175,777,471	98,354,100
Oscoda	16,378,100	25,509,000	10,749,700	506,037,767	N/C	N/C	558,674,567	54,399,400
Otsego	55,273,400	262,280,175	32,511,800	1,411,907,140	N/C	N/C	1,761,972,515	259,249,500
Ottawa	865,945,850	2,400,604,300	1,127,907,600	15,666,866,750	N/C	N/C	20,061,324,500	852,989,908
Presque Isle	93,924,000	35,420,300	26,122,700	884,206,530	N/C	N/C	1,039,673,530	47,198,500
Roscommon	6,767,400	125,560,000	2,628,200	2,166,124,900	N/C	N/C	2,301,080,500	63,412,400
Saginaw	879,857,900	1,318,563,800	241,662,400	4,820,507,398	N/C	N/C	7,260,591,498	592,364,800
Saint Clair	527,324,536	866,291,900	601,236,300	6,842,038,349	N/C	N/C	8,836,891,085	1,272,740,200
Saint Joseph	773,627,800	240,739,300	176,834,000	2,255,994,440	N/C	N/C	3,447,195,540	301,155,110
Sanilac	1,337,317,267	143,299,194	33,845,276	1,398,857,778	N/C	N/C	2,913,319,515	199,937,142
Schoolcraft	7,812,116	35,999,900	16,003,900	441,649,200	N/C	N/C	501,465,116	55,278,916
Shiawassee	620,224,060	252,811,860	55,390,510	2,096,654,652	N/C	N/C	3,025,081,082	269,218,500
Tuscola	1,106,775,630	113,536,200	46,851,900	1,661,639,961	N/C	N/C	2,928,803,691	504,945,046
Van Buren	475,707,500	284,026,467	134,793,724	3,993,424,041	N/C	N/C	4,887,951,732	579,364,250
Washtenaw	591,196,920	5,951,293,426	648,252,350	19,549,716,144	N/C	30,248,900	26,770,707,740	1,234,386,164
Wayne	28,261,000	13,872,335,532	4,369,156,800	49,362,439,469	N/C	752,300	67,632,945,101	4,508,197,247
Wexford	54,417,200	187,661,400	56,621,200	1,319,430,750	N/C	N/C	1,618,130,550	96,487,600
TOTALS	27,139,092,826	83,596,181,696	23,958,115,141	435,537,603,073	197,890,427	72,741,137	570,501,624,300	33,845,042,115

	Agricultural	Commercial	Industrial	Residential	Timber Cutover	Developmental	Total Real Property	Total Personal Property
Alcona	44,063,500	33,453,100	13,646,000	979,580,400	N/C	N/C	1,070,743,000	45,700,100
Alger	12,810,192	57,848,000	12,532,100	518,986,118	N/C	N/C	602,176,410	26,894,789
Allegan	979,162,664	700,736,632	369,465,700	6,927,004,077	N/C	3,706,700	8,980,075,773	425,868,220
Alpena	107,531,800	142,739,400	50,749,485	1,065,892,600	N/C	N/C	1,366,913,285	77,443,061
Antrim	111,072,400	129,714,428	9,467,500	3,289,504,650	N/C	N/C	3,539,758,978	97,858,268
Arenac	127,275,300	51,783,402	11,766,600	712,710,998	N/C	N/C	903,536,300	53,056,200
Baraga	12,855,246	19,653,403	24,360,769	299,194,095	22,981,872	N/C	379,045,385	62,027,208
Barry	488,995,860	180,293,675	66,312,260	3,372,899,291	N/C	N/C	4,108,501,086	121,254,270
Bay	539,928,131	613,489,284	166,212,100	2,833,220,272	N/C	N/C	4,152,849,787	284,867,000
Benzie	34,327,600	133,509,000	11,429,200	2,310,179,898	55,800	N/C	2,489,501,498	55,580,650
Berrien	568,136,500	996,290,368	1,414,774,800	8,983,958,106	N/C	N/C	11,963,159,774	638,479,400
Branch	692,884,559	211,807,425	50,966,723	1,577,772,116	N/C	N/C	2,533,430,823	161,211,350
Calhoun	572,399,056	702,211,390	250,487,442	3,686,641,150	N/C	N/C	5,211,739,038	511,407,407
Cass	569,592,700	117,503,200	63,990,500	3,000,510,300	N/C	N/C	3,751,596,700	310,016,021
Charlevoix	72,980,807	236,989,711	65,637,600	3,602,356,761	N/C	5,303,200	3,983,268,079	95,232,607
Cheboygan	41,257,300	191,183,400	11,228,100	2,199,919,964	N/C	N/C	2,443,588,764	76,129,750
Chippewa	55,074,000	210,374,100	30,124,400	1,314,421,535	N/C	N/C	1,609,994,035	75,876,000
Clare	124,380,413	112,833,299	20,841,441	1,386,545,786	N/C	N/C	1,644,600,939	162,280,504
Clinton	876,574,950	563,773,150	78,373,250	3,227,857,178	N/C	N/C	4,746,578,528	191,722,826
Crawford	N/C	59,094,900	106,208,200	785,121,800	N/C	N/C	950,424,900	153,108,364
Delta	57,083,200	167,402,000	21,153,700	1,291,445,428	N/C	N/C	1,537,084,328	182,593,300
Dickinson	22,187,200	154,596,100	61,664,700	848,288,818	23,837,100	N/C	1,110,573,918	96,723,584
Eaton	559,608,463	895,328,107	295,360,926	3,690,980,843	N/C	9,798,200	5,451,076,539	317,976,166
Emmet	60,868,000	478,921,300	14,768,700	4,721,004,700	N/C	N/C	5,275,562,700	159,928,350
Genesee	247,922,000	2,690,820,580	358,189,800	11,932,827,686	N/C	N/C	15,229,760,066	859,781,800
Gladwin	120,356,000	68,902,500	11,964,900	1,287,340,637	N/C	N/C	1,488,564,037	74,459,350
Gogebic	1,670,219	63,175,395	14,803,137	659,922,968	25,456,019	N/C	765,027,738	97,612,765
Grand Traverse	155,322,200	1,670,278,850	121,532,600	7,558,743,167	N/C	N/C	9,505,876,817	321,112,600
Gratiot	945,984,177	153,579,700	54,156,500	881,713,788	N/C	N/C	2,035,434,165	564,371,700
Hillsdale	660,960,393	119,109,740	49,783,020	1,607,018,777	N/C	N/C	2,436,871,930	200,724,775
Houghton	15,884,292	217,655,483	23,604,374	1,226,315,784	15,727,686	1,232,337	1,500,419,956	75,496,076
Huron	1,876,342,400	150,169,631	60,410,300	1,568,764,375	N/C	N/C	3,655,686,706	687,838,800
Ingham	516,463,770	3,019,624,888	269,286,872	7,886,777,998	N/C	N/C	11,692,153,528	700,786,373
Ionia	775,040,600	168,792,200	48,306,900	2,004,779,700	N/C	N/C	2,996,919,400	136,150,688
Iosco	59,387,000	133,989,500	40,352,600	1,427,628,850	N/C	N/C	1,661,357,950	98,403,300
Iron	20,923,194	48,602,976	48,596,431	619,298,291	35,090,449	N/C	772,511,341	82,069,253
Isabella	511,818,109	604,985,450	39,673,100	1,640,994,136	N/C	N/C	2,797,470,795	450,958,807
Jackson	506,253,264	794,193,952	188,175,171	5,562,457,989	N/C	N/C	7,051,080,376	599,653,505
Kalamazoo	345,435,450	2,509,827,700	556,244,300	9,631,174,964	N/C	N/C	13,042,682,414	672,394,914
Kalkaska	36,063,800	76,749,700	11,795,800	1,170,306,907	N/C	N/C	1,294,916,207	116,977,900
Kent	519,705,500	8,529,422,100	2,185,543,000	29,028,785,077	N/C	8,270,800	40,271,726,477	1,707,196,700
Keweenaw	N/C	14,012,504	213,630	254,491,448	3,172,171	N/C	271,889,753	7,582,660
Lake	33,253,500	63,313,900	1,535,200	934,369,600	N/C	N/C	1,032,472,200	43,189,550
Lapeer	534,760,390	333,172,700	104,965,200	4,183,830,305	N/C	3,600,300	5,160,328,895	247,332,886
Leelanau	210,714,710	249,903,570	13,697,560	4,947,662,310	N/C	N/C	5,421,978,150	72,568,710

	Agricultural	Commercial	Industrial	Residential	Timber Cutover	Developmental	Total Real Property	Total Personal Property
Lenawee	1,114,032,880	515,336,100	133,329,700	3,708,705,543	N/C	N/C	5,471,404,223	347,699,610
Livingston	314,357,779	1,503,788,876	450,385,115	12,550,785,048	N/C	9,828,400	14,829,145,218	607,388,932
Luce	6,206,600	19,520,100	2,781,500	240,682,670	1,097,300	N/C	270,288,170	9,237,260
Mackinac	15,752,073	283,182,343	25,104,027	1,122,212,574	3,297,000	N/C	1,449,548,017	176,921,037
Macomb	232,554,200	6,138,755,468	2,914,158,830	35,954,831,904	N/C	N/C	45,240,300,402	1,920,423,853
Manistee	41,404,400	125,094,800	31,220,700	1,634,172,000	N/C	N/C	1,831,891,900	116,292,000
Marquette	12,491,650	605,328,531	289,351,100	2,864,739,873	45,474,450	N/C	3,817,385,604	350,610,370
Mason	116,023,500	169,323,100	541,661,500	1,788,174,268	N/C	N/C	2,615,182,368	301,962,200
Mecosta	242,740,200	204,197,700	64,954,600	1,714,445,795	N/C	N/C	2,226,338,295	120,203,882
Menominee	142,950,108	94,112,900	49,089,875	940,865,370	56,400	N/C	1,227,074,653	79,350,708
Midland	198,934,000	592,053,800	322,159,800	3,061,675,891	N/C	N/C	4,174,823,491	482,890,718
Missaukee	194,658,400	60,188,500	12,770,100	780,498,750	N/C	N/C	1,048,115,750	79,147,300
Monroe	655,389,387	917,770,609	367,731,693	5,931,606,752	N/C	N/C	7,872,498,441	1,164,030,828
Montcalm	545,521,300	216,189,100	58,518,400	2,403,289,000	N/C	N/C	3,223,517,800	261,594,000
Montmorency	21,591,100	34,002,000	8,674,600	697,172,336	N/C	N/C	761,440,036	34,444,500
Muskegon	164,088,200	830,186,200	233,931,900	6,249,703,900	N/C	N/C	7,477,910,200	392,370,800
Newaygo	259,941,500	149,241,914	59,545,500	2,197,817,681	N/C	N/C	2,666,546,595	139,474,800
Oakland	94,883,920	15,866,369,075	3,256,793,360	74,578,099,178	N/C	N/C	93,796,145,533	3,893,136,303
Oceana	232,325,600	121,667,000	41,745,400	1,768,605,100	N/C	N/C	2,164,343,100	72,595,400
Ogemaw	98,728,885	118,613,333	12,009,200	1,102,408,306	N/C	N/C	1,331,759,724	78,031,199
Ontonagon	11,357,310	20,228,300	34,750,590	305,489,199	21,644,180	N/C	393,469,579	27,659,125
Osceola	157,038,346	53,287,400	42,526,700	922,925,025	N/C	N/C	1,175,777,471	98,354,100
Oscoda	16,378,100	25,509,000	10,749,700	506,037,767	N/C	N/C	558,674,567	54,399,400
Otsego	55,273,400	262,280,175	32,511,800	1,411,907,140	N/C	N/C	1,761,972,515	259,249,500
Ottawa	865,945,850	2,400,604,300	1,127,907,600	15,666,866,750	N/C	N/C	20,061,324,500	852,989,908
Presque Isle	93,924,000	35,420,300	26,122,700	884,206,530	N/C	N/C	1,039,673,530	47,198,500
Roscommon	6,767,400	125,560,000	2,628,200	2,166,124,900	N/C	N/C	2,301,080,500	63,412,400
Saginaw	879,857,900	1,318,563,800	241,662,400	4,820,507,398	N/C	N/C	7,260,591,498	592,364,800
Saint Clair	527,324,536	866,291,900	601,236,300	6,842,038,349	N/C	N/C	8,836,891,085	1,272,740,200
Saint Joseph	773,627,800	240,739,300	176,834,000	2,255,994,440	N/C	N/C	3,447,195,540	301,155,110
Sanilac	1,337,317,267	143,299,194	33,845,276	1,398,857,778	N/C	N/C	2,913,319,515	199,937,142
Schoolcraft	7,812,116	35,999,900	16,003,900	441,649,200	N/C	N/C	501,465,116	55,278,916
Shiawassee	620,224,060	252,811,860	55,390,510	2,096,654,652	N/C	N/C	3,025,081,082	269,218,500
Tuscola	1,106,775,630	113,536,200	46,851,900	1,661,639,961	N/C	N/C	2,928,803,691	504,945,046
Van Buren	475,707,500	284,026,467	134,793,724	3,993,424,041	N/C	N/C	4,887,951,732	579,364,250
Washtenaw	591,196,920	5,951,293,426	648,252,350	19,549,716,144	N/C	30,248,900	26,770,707,740	1,234,386,164
Wayne	28,261,000	13,872,335,532	4,369,156,800	49,362,439,469	N/C	752,300	67,632,945,101	4,508,197,247
Wexford	54,417,200	187,661,400	56,621,200	1,319,430,750	N/C	N/C	1,618,130,550	96,487,600
TOTALS	27,139,092,826	83,596,181,696	23,958,115,141	435,537,603,073	197,890,427	72,741,137	570,501,624,300	33,845,042,115

	Agricultural	Commercial	Industrial	Residential	Timber Cutover	Developmental	Total Real Property	Total Personal Property
Alcona	44,063,500	33,453,100	13,646,000	979,580,400	N/C	N/C	1,070,743,000	45,700,100
Alger	12,810,192	57,848,000	12,532,100	518,986,118	N/C	N/C	602,176,410	26,894,789
Allegan	979,162,664	700,736,632	369,465,700	6,927,004,077	N/C	3,706,700	8,980,075,773	425,868,220
Alpena	107,531,800	142,739,400	50,749,485	1,065,892,600	N/C	N/C	1,366,913,285	77,443,061
Antrim	111,072,400	129,714,428	9,467,500	3,289,504,650	N/C	N/C	3,539,758,978	97,858,268
Arenac	127,275,300	51,783,402	11,766,600	712,710,998	N/C	N/C	903,536,300	53,056,200
Baraga	12,855,246	19,653,403	24,360,769	299,194,095	22,981,872	N/C	379,045,385	62,027,208
Barry	488,995,860	180,293,675	66,312,260	3,372,899,291	N/C	N/C	4,108,501,086	121,254,270
Bay	539,928,131	613,489,284	166,212,100	2,833,220,272	N/C	N/C	4,152,849,787	284,867,000
Benzie	34,327,600	133,509,000	11,429,200	2,310,179,898	55,800	N/C	2,489,501,498	55,580,650
Berrien	568,136,500	996,290,368	1,414,774,800	8,983,958,106	N/C	N/C	11,963,159,774	638,479,400
Branch	692,884,559	211,807,425	50,966,723	1,577,772,116	N/C	N/C	2,533,430,823	161,211,350
Calhoun	572,399,056	702,211,390	250,487,442	3,686,641,150	N/C	N/C	5,211,739,038	511,407,407
Cass	569,592,700	117,503,200	63,990,500	3,000,510,300	N/C	N/C	3,751,596,700	310,016,021
Charlevoix	72,980,807	236,989,711	65,637,600	3,602,356,761	N/C	5,303,200	3,983,268,079	95,232,607
Cheboygan	41,257,300	191,183,400	11,228,100	2,199,919,964	N/C	N/C	2,443,588,764	76,129,750
Chippewa	55,074,000	210,374,100	30,124,400	1,314,421,535	N/C	N/C	1,609,994,035	75,876,000
Clare	124,380,413	112,833,299	20,841,441	1,386,545,786	N/C	N/C	1,644,600,939	162,280,504
Clinton	876,574,950	563,773,150	78,373,250	3,227,857,178	N/C	N/C	4,746,578,528	191,722,826
Crawford	N/C	59,094,900	106,208,200	785,121,800	N/C	N/C	950,424,900	153,108,364
Delta	57,083,200	167,402,000	21,153,700	1,291,445,428	N/C	N/C	1,537,084,328	182,593,300
Dickinson	22,187,200	154,596,100	61,664,700	848,288,818	23,837,100	N/C	1,110,573,918	96,723,584
Eaton	559,608,463	895,328,107	295,360,926	3,690,980,843	N/C	9,798,200	5,451,076,539	317,976,166
Emmet	60,868,000	478,921,300	14,768,700	4,721,004,700	N/C	N/C	5,275,562,700	159,928,350
Genesee	247,922,000	2,690,820,580	358,189,800	11,932,827,686	N/C	N/C	15,229,760,066	859,781,800
Gladwin	120,356,000	68,902,500	11,964,900	1,287,340,637	N/C	N/C	1,488,564,037	74,459,350
Gogebic	1,670,219	63,175,395	14,803,137	659,922,968	25,456,019	N/C	765,027,738	97,612,765
Grand Traverse	155,322,200	1,670,278,850	121,532,600	7,558,743,167	N/C	N/C	9,505,876,817	321,112,600
Gratiot	945,984,177	153,579,700	54,156,500	881,713,788	N/C	N/C	2,035,434,165	564,371,700
Hillsdale	660,960,393	119,109,740	49,783,020	1,607,018,777	N/C	N/C	2,436,871,930	200,724,775
Houghton	15,884,292	217,655,483	23,604,374	1,226,315,784	15,727,686	1,232,337	1,500,419,956	75,496,076
Huron	1,876,342,400	150,169,631	60,410,300	1,568,764,375	N/C	N/C	3,655,686,706	687,838,800
Ingham	516,463,770	3,019,624,888	269,286,872	7,886,777,998	N/C	N/C	11,692,153,528	700,786,373
Ionia	775,040,600	168,792,200	48,306,900	2,004,779,700	N/C	N/C	2,996,919,400	136,150,688
Iosco	59,387,000	133,989,500	40,352,600	1,427,628,850	N/C	N/C	1,661,357,950	98,403,300
Iron	20,923,194	48,602,976	48,596,431	619,298,291	35,090,449	N/C	772,511,341	82,069,253
Isabella	511,818,109	604,985,450	39,673,100	1,640,994,136	N/C	N/C	2,797,470,795	450,958,807
Jackson	506,253,264	794,193,952	188,175,171	5,562,457,989	N/C	N/C	7,051,080,376	599,653,505
Kalamazoo	345,435,450	2,509,827,700	556,244,300	9,631,174,964	N/C	N/C	13,042,682,414	672,394,914
Kalkaska	36,063,800	76,749,700	11,795,800	1,170,306,907	N/C	N/C	1,294,916,207	116,977,900
Kent	519,705,500	8,529,422,100	2,185,543,000	29,028,785,077	N/C	8,270,800	40,271,726,477	1,707,196,700
Keweenaw	N/C	14,012,504	213,630	254,491,448	3,172,171	N/C	271,889,753	7,582,660
Lake	33,253,500	63,313,900	1,535,200	934,369,600	N/C	N/C	1,032,472,200	43,189,550
Lapeer	534,760,390	333,172,700	104,965,200	4,183,830,305	N/C	3,600,300	5,160,328,895	247,332,886
Leelanau	210,714,710	249,903,570	13,697,560	4,947,662,310	N/C	N/C	5,421,978,150	72,568,710

	Agricultural	Commercial	Industrial	Residential	Timber Cutover	Developmental	Total Real Property	Total Personal Property
Lenawee	1,114,032,880	515,336,100	133,329,700	3,708,705,543	N/C	N/C	5,471,404,223	347,699,610
Livingston	314,357,779	1,503,788,876	450,385,115	12,550,785,048	N/C	9,828,400	14,829,145,218	607,388,932
Luce	6,206,600	19,520,100	2,781,500	240,682,670	1,097,300	N/C	270,288,170	9,237,260
Mackinac	15,752,073	283,182,343	25,104,027	1,122,212,574	3,297,000	N/C	1,449,548,017	176,921,037
Macomb	232,554,200	6,138,755,468	2,914,158,830	35,954,831,904	N/C	N/C	45,240,300,402	1,920,423,853
Manistee	41,404,400	125,094,800	31,220,700	1,634,172,000	N/C	N/C	1,831,891,900	116,292,000
Marquette	12,491,650	605,328,531	289,351,100	2,864,739,873	45,474,450	N/C	3,817,385,604	350,610,370
Mason	116,023,500	169,323,100	541,661,500	1,788,174,268	N/C	N/C	2,615,182,368	301,962,200
Mecosta	242,740,200	204,197,700	64,954,600	1,714,445,795	N/C	N/C	2,226,338,295	120,203,882
Menominee	142,950,108	94,112,900	49,089,875	940,865,370	56,400	N/C	1,227,074,653	79,350,708
Midland	198,934,000	592,053,800	322,159,800	3,061,675,891	N/C	N/C	4,174,823,491	482,890,718
Missaukee	194,658,400	60,188,500	12,770,100	780,498,750	N/C	N/C	1,048,115,750	79,147,300
Monroe	655,389,387	917,770,609	367,731,693	5,931,606,752	N/C	N/C	7,872,498,441	1,164,030,828
Montcalm	545,521,300	216,189,100	58,518,400	2,403,289,000	N/C	N/C	3,223,517,800	261,594,000
Montmorency	21,591,100	34,002,000	8,674,600	697,172,336	N/C	N/C	761,440,036	34,444,500
Muskegon	164,088,200	830,186,200	233,931,900	6,249,703,900	N/C	N/C	7,477,910,200	392,370,800
Newaygo	259,941,500	149,241,914	59,545,500	2,197,817,681	N/C	N/C	2,666,546,595	139,474,800
Oakland	94,883,920	15,866,369,075	3,256,793,360	74,578,099,178	N/C	N/C	93,796,145,533	3,893,136,303
Oceana	232,325,600	121,667,000	41,745,400	1,768,605,100	N/C	N/C	2,164,343,100	72,595,400
Ogemaw	98,728,885	118,613,333	12,009,200	1,102,408,306	N/C	N/C	1,331,759,724	78,031,199
Ontonagon	11,357,310	20,228,300	34,750,590	305,489,199	21,644,180	N/C	393,469,579	27,659,125
Osceola	157,038,346	53,287,400	42,526,700	922,925,025	N/C	N/C	1,175,777,471	98,354,100
Oscoda	16,378,100	25,509,000	10,749,700	506,037,767	N/C	N/C	558,674,567	54,399,400
Otsego	55,273,400	262,280,175	32,511,800	1,411,907,140	N/C	N/C	1,761,972,515	259,249,500
Ottawa	865,945,850	2,400,604,300	1,127,907,600	15,666,866,750	N/C	N/C	20,061,324,500	852,989,908
Presque Isle	93,924,000	35,420,300	26,122,700	884,206,530	N/C	N/C	1,039,673,530	47,198,500
Roscommon	6,767,400	125,560,000	2,628,200	2,166,124,900	N/C	N/C	2,301,080,500	63,412,400
Saginaw	879,857,900	1,318,563,800	241,662,400	4,820,507,398	N/C	N/C	7,260,591,498	592,364,800
Saint Clair	527,324,536	866,291,900	601,236,300	6,842,038,349	N/C	N/C	8,836,891,085	1,272,740,200
Saint Joseph	773,627,800	240,739,300	176,834,000	2,255,994,440	N/C	N/C	3,447,195,540	301,155,110
Sanilac	1,337,317,267	143,299,194	33,845,276	1,398,857,778	N/C	N/C	2,913,319,515	199,937,142
Schoolcraft	7,812,116	35,999,900	16,003,900	441,649,200	N/C	N/C	501,465,116	55,278,916
Shiawassee	620,224,060	252,811,860	55,390,510	2,096,654,652	N/C	N/C	3,025,081,082	269,218,500
Tuscola	1,106,775,630	113,536,200	46,851,900	1,661,639,961	N/C	N/C	2,928,803,691	504,945,046
Van Buren	475,707,500	284,026,467	134,793,724	3,993,424,041	N/C	N/C	4,887,951,732	579,364,250
Washtenaw	591,196,920	5,951,293,426	648,252,350	19,549,716,144	N/C	30,248,900	26,770,707,740	1,234,386,164
Wayne	28,261,000	13,872,335,532	4,369,156,800	49,362,439,469	N/C	752,300	67,632,945,101	4,508,197,247
Wexford	54,417,200	187,661,400	56,621,200	1,319,430,750	N/C	N/C	1,618,130,550	96,487,600
TOTALS	27,139,092,826	83,596,181,696	23,958,115,141	435,537,603,073	197,890,427	72,741,137	570,501,624,300	33,845,042,115

2023 STATE TOTALS BY CLASS

05/03/2023 04:10 PM

CLASSIFICATION	Assessed Valuation	State Equalized Valuation
Agricultural	\$27,138,946,785	\$27,139,092,826
Commercial	\$83,596,433,844	\$83,596,181,696
Industrial	\$23,948,847,581	\$23,958,115,141
Residential	\$435,538,115,133	\$435,537,603,073
Timber Cutover	\$197,890,427	\$197,890,427
Developmental	\$72,741,137	\$72,741,137
TOTAL REAL PROPERTY	\$570,492,974,907	\$570,501,624,300
PERSONAL PROPERTY	\$33,845,042,115	\$33,845,042,115
TOTAL REAL and PERSONAL PROPERTY	\$604,338,017,022	\$604,346,666,415

ACTION ITEMS

Memorandum



To: Board of Commission

From: Katie Zeits, County Administrator

A handwritten signature in blue ink that reads "Katie Zeits".

Date: June 8, 2023

Subject: **Spark Grant Application – Paving of Betsie Valley Trail from Case Road to Thompsonville**

Attached you will find a Resolution authorizing a Spark Grant Application to the State of Michigan to pave a section of the Betsie Valley Trail from Case Road to Thompsonville. Benzie County would be the applicant of this \$400,000 reimbursement grant. You will recall a prior application for paving the trail which resulted in the entire trail. However, this project has been broken up to tackle portions of the trail in manageable increments.

Also attached is a proposed budget for this project and a site control document.

I have been in communication with representatives of the Friends of the Betsie Valley and am comfortable with this grant application. Further, the Betsie Valley Trail Management Council and Parks and Recreation both have taken action to support this grant application.

Recommended Motion:

That the Board of Commissioners adopts the Resolution of Authorization, Resolution 23-____, Authorizing the Spark Grant Application for reimbursement funding for the paving of the Betsie Valley Trail from Case Road to Thompsonville authorizes the Chair and County Administrator to sign the related site control and grant application documents.

Paving Budget - Betsie Valley Trail from Beulah to Case Roads

		Request in 2025 \$
<u>Construction Costs</u>		
Mobilization	\$	13,000
Prevailing Wages (Davis-Bacon)	\$	11,000
Soil Erosion & Sedimentation Control	\$	2,000
Demolition	\$	6,000
Aggregate Base	\$	10,000
Fine Grading	\$	20,000
Asphalt Paving - Wearing Course	\$	97,000
Asphalt Paving - Leveling Course	\$	82,000
Trail Shoulder	\$	5,000
Pavement Markings	\$	24,000
Signage	\$	10,000
Construction Contingency (15%)	\$	40,000
2024-2025 Inflation Projection (15%)	\$	40,000
Construction Subtotal	\$	360,000
 <u>Engineering and Administration Costs</u>		
Construction Engineering	\$	9,000
Design Engineering	\$	18,000
Permitting	\$	13,000
Engineering and Administration Subtotal	\$	40,000
 Project Total		
	\$	400,000



Michigan Department of Natural Resources –Grants Management

DOCUMENTATION OF SITE-CONTROL FOR SPARK GRANT APPLICATIONS

This information is required to be considered for a Spark grant.

1. SITE DESCRIPTION: Describe the project site (all areas to be developed) below and attach a legal description:
 Betsie Valley Trail from downtown Beulah to Case Road in Benzonia Township.

2. SITE CONTROL: Indicate the type of control the applicant has over the site. Site control must be finalized at the time of application; draft agreements will not be accepted. If there is more than one type of control or multiple leases or easements covering the project area, please provide a separate form for each lease or easement included in the project area.

TYPE OF CONTROL	PORTION OF SITE	DOCUMENTATION ATTACHED
Fee Simple Title <input type="checkbox"/> Current	<input type="checkbox"/> Entire Site <input type="checkbox"/> That portion of the site described below.	<input type="checkbox"/> Include copy of the deed (required for current ownership).
Less than Fee Simple Title <input type="checkbox"/> Current	<input type="checkbox"/> Entire Site <input type="checkbox"/> That portion of the site described below.	<input type="checkbox"/> Include copy of the documentation of other legal interest. <input type="checkbox"/> Permission letter from the government entity (e.g., road commission). <input type="checkbox"/> Other:
Lease <input checked="" type="checkbox"/> Current	<input checked="" type="checkbox"/> Entire Site <input type="checkbox"/> That portion of the site described below.	<input checked="" type="checkbox"/> Copy of current lease. <input type="checkbox"/> Other:
Easement	<input type="checkbox"/> Entire Site <input type="checkbox"/> That portion of the site described below.	<input type="checkbox"/> Copy of current easement. <input type="checkbox"/> Other:

3. LIMITATIONS, CONDITIONS OR ENCUMBRANCES:

a. For property owned or to be owned by the applicant, describe all easements or encumbrances.
 Not applicable. See attached deed and trail development agreement.

b. For property to be controlled through other methods, describe any conditions or limitations in current leases, easements or use agreements, including restrictions on the applicant's use of the site or the rights to be reserved by the landowner, that may in any way impact the applicant's ability to complete the project in a timely manner and provide for public recreational use:
 Not applicable. See attached deed and trail development agreement.

No limitations, conditions or encumbrances.

4. CERTIFICATION: (The form must be signed by the applicant's attorney or another local unit official capable of certifying the information provided).

I hereby certify that the information provided above and attached is accurate to the best of my knowledge. I understand that site control is an application eligibility requirement and an evaluation factor.

NAME (Printed/Typed) Bob Roelofs TITLE Board of Commissioners Chair

SIGNATURE DATE June 13, 2023 Attorney's Ph# _____

**A RESOLUTION OF AUTHORIZATION – 2023-007
BENZIE COUNTY APPLICATION FOR DNR SPARK GRANT FUNDING**

Motion by Commissioner Nye, supported by Commissioner Cunningham, moved the adoption of the following Resolution:

RESOLUTION NUMBER 2023-007

WHEREAS, Benzie County supports the submission of an application titled, "Paving the Betsie Valley Trail from Beulah to Case Road" to the Spark grant program for trail paving of the Betsie Valley Trail east of the trailhead in the Village of Beulah to Case Road in Benzonia Township, for a total estimated project cost of \$400,000, which includes a 15% contingency; and,

WHEREAS, the Friends of the Betsie Valley Trail has made a financial commitment to cover any cost overruns of the described project, documenting it has \$80,000 in cash dedicated for this purpose (an additional 20% contingency); and,

WHEREAS, the DNR may require Benzie County to enter into a lease or other Site Control agreement above and beyond the existing trail development agreement, if funding is awarded.

NOW THEREFORE, BE IT RESOLVED that Benzie County hereby authorizes submission of a Spark Grant Application to the Michigan Department of Natural Resources (DNR) by the County Administrator and her delegates for \$400,000, and to enter into an agreement with the DNR for Site Control, if selected to receive a grant.

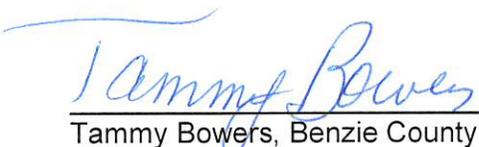
AYES: Commissioners Cunningham, Jeannot, Markey, Nye, Roelofs and Sauer

NAYES: None

ABSENT: Commissioner Warsecke

MOTION APPROVED.

I HEREBY CERTIFY, that the foregoing is a Resolution duly made and passed by the Benzie County Board of Commissioners at their regular meeting held on June 13, 2023, at 9:34 a.m, with a quorum present.



Tammy Bowers, Benzie County Clerk

June 13, 2023
Date

Memorandum



To: Board of Commission

From: Katie Zeits, County Administrator *Katie Zeits*

Date: June 8, 2023

Subject: **Lower-Level Expansion Project**

On Tuesday, Ray Kendra of Environment Architects will be present to go over the proposal documents we have received for the lower-level expansion project. As you're aware, we did receive three bids for this project, ranging in total costs from \$1.8 million to \$2 million, which includes \$300,000 in allowances primarily for dispatch equipment. Mr. Kendra will be able to answer questions that the Board has.

Mr. Kendra and I recommend awarding the project to Grand Traverse Construction, who has an approximate six-month completion date and an expected cost of \$1,880,000.

This project is long awaited, and staff are eager to see it through.

County Treasurer Shelley Thompson and I sat down not to discuss a funding strategy for this project. Below is the proposed funding breakdown:

\$300,000 – Central Dispatch Fund Balance
\$300,000 – General Fund Fund Balance
\$455,000 – American Rescue Plan Act Funding
\$200,000 – CARES Act Funding (General Fund dollars)
Up to \$645,000 – Delinquent Tax Revolving Fund

Recommended Motion:

That the Board of Commissioners accepts the project bid and authorizes construction contracts with Grand Traverse Construction for the Lower-Level Expansion Project in the total amount of \$1,880,000, with funds available in the Central Dispatch Fund Balance, General Fund Fund Balance, American Rescue Plan Act Funding, and CARES Act funding, recognized as General Fund dollars, and the Delinquent Tax Revolving Fund, such contracts subject to approval as to their substance by Administration and their form by legal counsel.

Post Bid Review

Benzie County – Central Dispatch

DATE: 6-12-23

Bids Received: 5-12-23

Review attached Bid Tabulation Form

Bids Received from 3 Bidders; 1 bidder (Spence Brothers) did not end up providing a bid

Base Bids Received:

- Eckler Building Solutions: \$2,038,000.00
- Grand Traverse Construction: \$1,880,000.00
- Hallmark Construction: \$1,943,000.00

Alternate 1 was to not remove cementitious fireproofing in Exercise Room; deduct is \$13,500.00 and we are suggesting we DO NOT take this alternate. Base bid includes removal and replacement with Intumescent paint which will create a better indoor air quality environment for that space.

Environment Architects Original Estimate dated 3-26-23 excluding Allowances for Owner equipment and furnishings was \$1,433,647.00. Owner items actual allowances total \$303,00.00. (With allowances that would be \$1,736,647.00 so actual bids came in very close to original estimate.)

Low Bidder

Grand Traverse Construction Post Bid Review on 5-16-23.

A. Reviewed Contractors:

1. All bidders listed the same Sitework and Mechanical/Plumbing/Electrical Sub-Contractors
 - Sitework: AJ's Excavating
 - Plumbing: Team Bob's
 - Mechanical: Team Bob's
 - Electrical: Isenhardt Electric
2. Dispatch Furnishings, Security Vendor, Radio Systems and Technology vendors are currently used by County and included by allowances in Contract.
3. Grand Traverse Construction self performs: Concrete, Carpentry and Painting
4. Fire Suppression Contractor will be either John E. Green or Total Fire

B. Reviewed Schedule of allowances:

Special Inspections	\$	5,000.00
Signage	\$	2,500.00
Dispatch Furnishings	\$	70,000.00
Appliances	\$	6,250.00
Misc Contingency	\$	23,500.00
Security Vendor	\$	25,000.00
T-1 Radio systems	\$	196,000.00
T-2 Ethernet Switch	\$	12,000.00

C. Reviewed Specification and Drawings

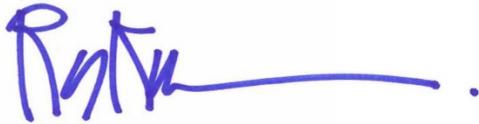
- a. Roof drains run down stair chased and final connections to be coordinated in field.
- b. Cabinet Unit Heater in stairwell location and run to be coordinated in field.
- c. Confirmed that all floor box floor cutting and demo is included.
- d. Confirmed no work beyond technology coordination is included at existing dispatch space.
- e. Sheriff and Under Sheriff office work to include new borrowed lite, new window at exterior, patching and painting of gypsum board as required and indicated on drawings.
- f. All finishes included to top of new stair.
- g. Included temporary gym wall for security and shoring at north side.
- h. Storage trailer included for bleachers. Assume all bleachers will be moved out for construction.

D. Reviewed Schedule

- a. Letter of Intent to be issued Wednesday after Board Approval Tuesday June 13, 2023.
- b. Early to mid-August start. Assume 5 months for construction and 1 month for coordination of Owner allowance items. Completion around February 2024.
- c. Owner materials to be removed and basement to be clear and ready for construction by July 31, 2023.
- d. Only long lead item of concern is Generator which will need to be ordered immediately after award of contract (6–8-month lead time.)

Based on the bid process and reviewed information it is our recommendation that Board approves proceeding with a contract with Grand Traverse Construction in the amount of \$1,880,000.00.

Respectfully,



Ray Kendra, AIA
Environment Architects



GRAND TRAVERSE CONSTRUCTION

Benzie County Central Dispatch

Schedule of Values 5/15/2023

PLM Bonds	\$ 18,000.00
Permits	\$ 5,000.00
General Conditions	\$ 267,430.00
Allowances	\$ 340,250.00
Excavation	\$ 60,580.00
Curb & Gutter	\$ 6,800.00
Exterior Concrete	\$ 25,800.00
Structural concrete	\$ 11,300.00
Masonry	\$ 131,500.00
Structural Steel	\$ 49,380.00
Demolition	\$ 26,000.00
Rough Carpentry	\$ 6,400.00
Casework	\$ 27,400.00
Lockers	\$ 7,800.00
Caulking	\$ 3,500.00
Membrane Roofing	\$ 14,900.00
HM Doors & Hardware	\$ 52,300.00
HM Door Installation	\$ 4,900.00
Aluminum Windows, Glazing & FRP	\$ 56,300.00
Framing, Drywall and Ceilings	\$ 92,500.00
Flooring	\$ 54,500.00
Epoxy Flooring	\$ 5,100.00
Painting	\$ 36,800.00
Toilet Accessories	\$ 4,400.00
Plumbing / HVAC	\$ 293,000.00
Fire Protection	\$ 19,160.00
Electrical	\$ 259,000.00
	\$ 1,880,000.00

Benzie County Central Dispatch Pre-Construction							WEEK 1					WEEK 2					WEEK 3										
Task	Responsible	Start Date	End Date	Duration	Notes / Store Team Info	% Complete	1/9	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
							###	###	###	###	###	###	###	###	###	###	###	###	###	###	###	###	###	###	###	###	###
Pre-Construction		6/16/2023	8/4/2023	49																							
Award Contract	Owner	06-16-23	06-16-23	0		0%																					
Permit procurement	GC	06-19-23	07-28-23	39		0%																					
Mobilize to site	GC	07-31-23	08-04-23	4		0%																					
				0		0%																					
				0		0%																					
Construction		08-07-23	01-26-24	172																							
Site demolition & excavation		08-07-23	08-11-23	4		0%																					
Footings & foundations		08-14-23	08-18-23	4		0%																					
Masonry at stair addition		08-21-23	09-01-23	11		0%																					
Interior renovation		08-14-23	12-29-23	137		0%																					
Exterior concrete & asphalt paving		09-18-23	10-27-23	39		0%																					
Communication cabling, furnishings & commissioning		01-02-24	01-26-24	24		0%																					
Long lead items to be verified.				0		0%																					

22-22

General Contractor	Eckler Building Solutions	Grand Traverse Construction	Hallmark Construction	Spence Brothers
Addendum Acknowledgement Addendum 1 +2	Y	Y	Y	NO BID
BASE BID				
	\$2,038,000.00	\$1,880,000.00	\$1,943,000.00	
BONDS	\$30,100.00	\$18,000.00	\$19,500.00	
ALTERNATE #1 : Deduct Alternate to not remove existing spray fireproofing and replace with intumescent paint	-\$19,800.00	-\$13,500.00	-\$22,000.00	
Voluntary Alternates				
DELAY CONSTRUCTION UNTIL 10-1-23	-\$40,000.00			
Contractors				
SITWORK	AJ EXCAVATING	AJ EXCAVATING	AJ EXCAVATING	
PLUMBING	TEAM BOBS	TEAM BOBS	TEAM BOBS	
MECHANICAL	TEAM BOBS	TEAM BOBS	TEAM BOBS	
ELECTRICAL	ISENHART ELECTRIC	ISENHART ELECTRIC	ISENHART ELECTRIC	
Mark-up Contractor's Forces/Subcontractors	15%/15%	15%/10%	10%/10%	
Time of Completion	130	150	190	
Legal Status	Y	Y	Y	
BOND	Y	Y	Y	

Benzie Central Dispatch
3/26/2023

Description	\$/SF	Square Feet	Total
Sitework			
Allowance for excavation, paving and rework of driveway adjacent to the building			\$ 250,000.00
Architectural			
demo	\$ 8.00	5347	\$ 42,776.00
Split-faced CMU Veneer + Cavity Wall	\$ 85.00	660	\$ 56,100.00
joist and deck + stairs	\$ 150.00	247	\$ 37,050.00
roofing	\$ 50.00	247	\$ 12,350.00
flooring	\$ 25.00	5347	\$ 133,675.00
ceilings and interiors	\$ 12.00	5347	\$ 64,164.00
interior walls	\$ 25.00	5347	\$ 133,675.00
exterior windows and doors (per unit)	\$ 6,000.00	12	\$ 72,000.00
interior windows and doors (per unit)	\$ 3,000.00	38	\$ 114,000.00
Plumbing (per unit)			
utility tie-in	\$ 8,000.00	13	\$ 104,000.00
Fire suppression	\$ 5.00	5347	\$ 26,735.00
Mechanical			
HVAC	\$ 43.00	5347	\$ 229,921.00
Electrical			
Power and Lighting	\$ 25.00	5347	\$ 133,675.00
Generator (per unit)	\$ 45,000.00	1	\$ 45,000.00
total sf		5347	\$ 1,175,121.00
			sf cost \$ 219.77

CONSTRUCTION TOTAL \$ 1,175,121.00

General Conditions	8%			\$94,009.68
Contractor Overhead & Profit	10%			\$117,512.10
Bonds	2%			\$23,502.42
Design Contingency	2%			\$23,502.42
BUILDING CONSTRUCTION TOTAL				\$1,433,647.62

A/E Fees - Building, Structural and Mechanical/Electrical/Plumbing Engineering	6%			\$70,507.26
Specialty Consultant - Technology				\$13,750.00
A/E Fees - Construction	2%			\$23,502.42
A/E Fees - Site Design	8%			\$20,000.00
Furnishings (Includes Xybix Stations; Gym Equipment; Office Furniture, Tables and Chairs)	BY OWNER			\$0.00
Construction Contingency - Buildings	5%			\$58,756.05
Construction Contingency - Site	6%			\$15,000.00
Hazardous Materials	BY OWNER			
PROJECT TOTAL				\$1,635,163.35

Estimates are suggestions of Probable Costs but are not a substitute for actual bids received through competitive bidding process.
In no event will Environment Architects or its subcontractors be liable for any direct, indirect, consequential or incidental damages arising out of any decision or action made or taken in reliance on the information, processes and products provided, whether or not caused by negligence or error.

ADDITION/RENOVATION
BENZIE COUNTY CENTRAL DISPATCH
BEULAH, MICHIGAN
ENV 22-22

SECTION 00310 - PROPOSAL FORM

CATEGORY OF WORK: CONSTRUCTION (Entire Project)

TO: Office of the Architect by email to: ray@env-arch.com

ATT: **BENZIE COUNTY CENTRAL DISPATCH**
DATE: **FRIDAY, May 12, 2023**
TIME: **3:30 pm., local time**

FROM: Grand Traverse Construction

1714 Northern Star Dr.

Traverse City ZIP CODE 49696

Bidder's Telephone No.: 231-929-1000

PROJECT:

ADDITION/RENOVATION FOR BENZIE COUNTY CENTRAL DISPATCH.
505 S. Michigan Ave.
Beulah, MI 49617

Architect's Commission No.: 22-22
Project Date: April 24, 2023

ACKNOWLEDGEMENTS:

The undersigned acknowledges that he has received the Bidding Documents, which include the Invitation to Bid, Instructions to Bidders, the Proposal Form, other Bidding and Contract forms and the proposed Contract Documents, including the Specifications titled **ADDITION/RENOVATION FOR BENZIE COUNTY CENTRAL DISPATCH**, Beulah, MI, as prepared by *Environment Architects* dated April 24, 2023 and further acknowledges that he has received the following Addenda issued thereto and has incorporated their provisions in his Bid:

ADDENDUM NO. 1 Dated 5/5/2023

ADDENDUM NO. 2 Dated 5/10/2023

ADDENDUM NO. _____ Dated _____

ADDITION/RENOVATION
BENZIE COUNTY CENTRAL DISPATCH
BEULAH, MICHIGAN
ENV 22-22

The undersigned acknowledges that:

- they have read and carefully examined the Bidding Documents and proposed Contract Documents and that he fully understands them and has made their Bid in accordance therewith.
- they have visited the site, has familiarized themselves with the local conditions under which the Work is to be performed and has correlated their observations with the requirements of the proposed Contract Documents.
- their Bid is based upon the materials, systems and equipment required by the proposed Contract Documents without exception.

BASE BID

The undersigned hereby proposes to furnish all permits, labor, materials, tools, equipment and services required to construct and satisfactorily complete the work indicated above, for the INDIVIDUAL sum of:

One million eight hundred eighty thousand dollars	\$ 1,880,000.00
(amount in words)	(amount in figures)

PERFORMANCE & LABOR AND MATERIAL PAYMENT BONDS:

The Bidder shall state the amount included in his Bid to furnish Performance & Labor and Material Payment Bonds. (See Instruction to Bidders).

Eighteen thousand dollars -----	\$ 18,000.00
(amount in words)	(amount in figures)

UNIT PRICING (NOT USED)

SCHEDULE OF ALLOWANCES INCLUDED IN THE BASE BID. Refer to specification section 01210

- A. **Allowance No. 1: Special Inspections (Structural) Allowance: Include \$5,000.00** as a lump sum allowance for structural special inspections required for Masonry and Steel.
- B. **Allowance No. 2: Signage. Include \$2,500.00** as a lump sum allowance to provide and install interior and exterior signage.
- C. **Allowance No. 3: Dispatch Furnishings. Include \$70,000.00** as a lump sum allowance for specialty furnishings for Central Dispatch.
- D. **Allowance No. 4: Appliances. Include \$6,250.00** as a lump sum allowance for appliances broken down approximately as follows:
 - a. Microwave: \$750.00
 - b. Induction Cooktop: \$2,000.00

ADDITION/RENOVATION
BENZIE COUNTY CENTRAL DISPATCH
BEULAH, MICHIGAN
ENV 22-22

- c. 30" Refrigerator: \$1,500.00
- d. 36" Refrigerator: \$2,000.00

Allowance No. 5: Miscellaneous Contingency. Include \$23,500.00 as a lump sum allowance for unforeseen conditions that may be encountered during construction.

Allowance No. 6: Include \$196,000.00. Provide an allowance as part of the base bid to include the purchase and installation/connection of radio systems to support the new dispatch center. This shall include use of the existing tower but include new cabling, new antennas, new backroom control stations and consoles. Work shall include all labor to install and configure and test the radio system. Rough-ins are included by Electrical Contractor as part of base bid. Allowance shall be \$196,000.00 plus any applicable taxes.

Allowance No. 7: Include \$12,00.00. Provide an allowance as part of the base bid to include the purchase and installation/connection of Ethernet Switch and three wireless access points. Work to include installation and configuration of the systems and assistance with the connection of users. Rough-ins are included by Electrical Contractor as part of base bid.

ALTERNATES:

- 1. Alternate #1: Refer to Sheet A2.1; Demolition Plan and A3.4; Reflected Ceiling Plan. Provide Deduct Alternate to leave existing spray fire-proofing in place at Weight Room 002 in lieu of removing and replacing with 2-hour rated intumescent paint.

ALTERNATE 1 (DEDUCT):

\$ 13,500.00

(amount in figures)

VOLUNTARY ALTERNATES:

The undersigned offers as Alternates the following substitutes of materials as specified. Voluntary Alternates are subject to the provisions of the Bidding requirements of instruction to Bidders, Section 00111, which states that acceptance of Voluntary Alternates, combined with Base Bid and selected Requested Alternates may determine the Award of Contract.

<u>VOL. ALT.</u>	<u>DESCRIPTION</u>	<u>\$ Add or Deduct</u>
No. 1		
_____		\$ _____

NEGOTIATION:

The Undersigned agrees that should the overall cost of this Project exceed the funds available, after designated as the successful Bidder, he will be willing to negotiate with the Owner and Architect for the purpose of making reductions in the Contract Work. The Contractor shall agree

ADDITION/RENOVATION
BENZIE COUNTY CENTRAL DISPATCH
BEULAH, MICHIGAN
ENV 22-22

TIME OF COMPLETION:

If awarded the Contract, we estimate we will require 150 consecutive calendar days to complete the project.

The above time(s) assume(s) that:

1. award of Contract allows start of construction immediately upon, but not before, receipt of Notice to Proceed.
2. we are not delayed by strikes or other causes beyond our control.
3. we are not unnecessarily delayed by work of other contractors of the Owner.

Said stated Contract Time will be used to establish the Date of Substantial Completion of the Work.

AGREEMENTS:

In submitting this Bid, the undersigned agrees:

1. to hold his Bid open for 45 consecutive calendar days.
2. to accept the provisions of the Instructions to Bidders regarding the disposition of the Bid Security.
3. to enter into and execute a Contract with the Benzie County, Beulah, Michigan if awarded on the basis of this Bid, and to furnish required Bonds and other specified submittals within seven (7) days of notification of selection of award of Contract for the Work.
4. to perform the Work in accord with the proposed Contract Documents and to complete said Work within the time period stipulated in the Bid.

ATTACHMENTS:

The undersigned acknowledges that he has attached to this Bid the required following documents:

Bid Security

Complete description of all submitted Voluntary Alternates plus product data, drawings and other information which may be required for the Architect to make a proper evaluation of each submitted Voluntary Alternate.

ADDITION/RENOVATION
BENZIE COUNTY CENTRAL DISPATCH
BEULAH, MICHIGAN
ENV 22-22

LEGAL STATUS AND SIGNATURE OF BIDDER:

(Bidder shall fill out the appropriate form, and strike out the other two types of business.)

A corporation duly organized and doing business under the laws of the State of Michigan,
for Whom Darek Purgiel bearing the official title of VP of Estimating whose
signature is affixed to this Bid Form, is duly authorized to execute Contracts.

~~A partnership, all of the members of which, with address, are: _____~~

~~An individual, doing business as _____~~

who signature is affixed to this Bid Form.

Grand Traverse Construction

Contractor

by

VP of Estimating

Title

Darek Purgiel

Signed and sealed this 12 day of May 2023 .

CNA SURETY

Bid Bond

Bond No. 051223BD

CONTRACTOR:

(Name, legal status and address)
Grand Traverse Construction, LLC
1714 Northern Star Drive
Traverse City, MI 49696

SURETY:

(Name, legal status and principal place of business)
Western Surety Company
South Dakota Corporation
151 N Franklin Street 17th Floor
Chicago, IL 60606

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)

County of Benzie
448 Court Place
Beulah, MI 49617

BOND AMOUNT: Five Percent (5%) of the attached bid

PROJECT:

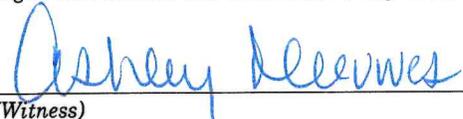
(Name, location or address, and Project number, if any)
Benzie County Central Dispatch Addition/Renovation

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

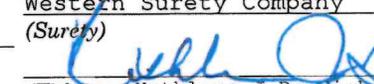
Signed and sealed this 4th day of May, 2023.


(Witness)


(Witness)


Grand Traverse Construction, LLC
(Principal) *(Seal)*


(Title) **Darek Purgiel, Vice President of Estimating**
Western Surety Company
(Surety) *(Seal)*


(Title) Kathleen J Bendickson, Attorney-in-Fact
(Seal)

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Gary L Chouinard, Travis T Beynon, Kathleen J Bendickson, Nancy A Carlson, Beth A McCardel, Individually

of Traverse City, MI, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 28th day of July, 2021.



WESTERN SURETY COMPANY

Paul T. Bruflat

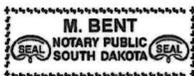
Paul T. Bruflat, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 28th day of July, 2021, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

March 2, 2026



M. Bent

M. Bent, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 4th day of May, 2023.



WESTERN SURETY COMPANY

L. Nelson

L. Nelson, Assistant Secretary

Authorizing By-Law

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

**RESOLUTION ADOPTED BY THE MANAGER OF
GRAND TRAVERSE CONSTRUCTION, LLC**

The following are Resolutions of the Managing Members of GRAND TRAVERSE CONSTRUCTION, LLC (the "Company") adopted and binding on the Company pursuant to its Operating Agreement (the "Operating Agreement"). The undersigned, being the Vice President of Construction of the Company, has approved the following:

Resolution Authorizing Execution of Documents

- A) The Company is a manager-managed limited liability company and pursuant to the Operating Agreement, the Vice President of Construction has "full and complete authority, power and discretion to manage and control the business of the Company, to make all decisions and to perform all acts customary or incident to the management of the Company's business".
- B) Further, the Operating Agreement provides that the Vice President of Construction "may elect one or more officers, who may, but need not be, Members of the Company, with such titles, duties and compensation as may be designated by" the Vice President of Construction.

Resolutions

- A) That the following individuals are hereby elected to service in the offices set forth below and to possess all authority vested in such offices by the Operating Agreement and the Vice President of Construction, until their respective successors shall be elected and qualified or until their resignation or removal:

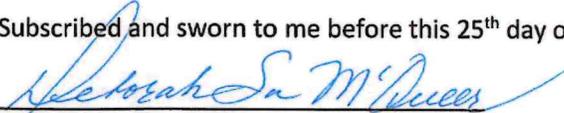
Jeff Lawton	President
Bryan Lawton	Vice President of Construction
Darek Purgiel	Vice President of Estimating
Chris Weber	Vice President of Operations

- B) The above-referenced officers are authorized and empowered, for and on behalf of the Company, to execute, acknowledge and deliver documents, instruments, papers and other obligations in the name and on behalf of the Company.

Dated this 25th day of February 2021


Bryan Lawton, Vice President of Construction

Subscribed and sworn to me before this 25th day of February 2021.


Deborah Sue McQueer
Notary Public, Grand Traverse County, MI
(Acting in Grand Traverse County)
My Commission Expires April 5, 2024

ADDITION/RENOVATION
BENZIE COUNTY CENTRAL DISPATCH
BEULAH, MICHIGAN
ENV 22-22

SECTION 00310 - PROPOSAL FORM

CATEGORY OF WORK: CONSTRUCTION (Entire Project)

TO: Office of the Architect by email to: ray@env-arch.com

ATT: **BENZIE COUNTY CENTRAL DISPATCH**

DATE: **FRIDAY, May 12, 2023**

TIME: **3:30 pm., local time**

FROM:

Hallmark Construction, Inc.

1874 Cass Hartman Ct., Ste. A

Traverse City, MI ZIP CODE 49685

Bidder's Telephone No.: 231-946-1920

PROJECT:

ADDITION/RENOVATION FOR BENZIE COUNTY CENTRAL DISPATCH.

505 S. Michigan Ave.

Beulah, MI 49617

Architect's Commission No.: 22-22

Project Date: April 24, 2023

ACKNOWLEDGEMENTS:

The undersigned acknowledges that he has received the Bidding Documents, which include the Invitation to Bid, Instructions to Bidders, the Proposal Form, other Bidding and Contract forms and the proposed Contract Documents, including the Specifications titled **ADDITION/RENOVATION FOR BENZIE COUNTY CENTRAL DISPATCH**, Beulah, MI, as prepared by *Environment Architects* dated April 24, 2023 and further acknowledges that he has received the following Addenda issued thereto and has incorporated their provisions in his Bid:

ADDENDUM NO. 1 Dated May 05, 2023

ADDENDUM NO. 2 Dated May 10, 2023

ADDENDUM NO. _____ Dated _____

ADDITION/RENOVATION
 BENZIE COUNTY CENTRAL DISPATCH
 BEULAH, MICHIGAN
 ENV 22-22

- c. 30" Refrigerator: \$1,500.00
- d. 36" Refrigerator: \$2,000.00

Allowance No. 5: Miscellaneous Contingency. Include \$23,500.00 as a lump sum allowance for unforeseen conditions that may be encountered during construction.

Allowance No. 6: Include \$196,000.00. Provide an allowance as part of the base bid to include the purchase and installation/connection of radio systems to support the new dispatch center. This shall include use of the existing tower but include new cabling, new antennas, new backroom control stations and consoles. Work shall include all labor to install and configure and test the radio system. Rough-ins are included by Electrical Contractor as part of base bid. Allowance shall be \$196,000.00 plus any applicable taxes.

Allowance No. 7: Include \$12,000.00. Provide an allowance as part of the base bid to include the purchase and installation/connection of Ethernet Switch and three wireless access points. Work to include installation and configuration of the systems and assistance with the connection of users. Rough-ins are included by Electrical Contractor as part of base bid.

ALTERNATES:

1. Alternate #1: Refer to Sheet A2.1; Demolition Plan and A3.4; Reflected Ceiling Plan. Provide Deduct Alternate to leave existing spray fire-proofing in place at Weight Room 002 in lieu of removing and replacing with 2-hour rated intumescent paint.

ALTERNATE 1 (DEDUCT):

\$ TWENTY - TWO THOUSAND + 00/100
 (amount in figures)

VOLUNTARY ALTERNATES:

The undersigned offers as Alternates the following substitutes of materials as specified. Voluntary Alternates are subject to the provisions of the Bidding requirements of instruction to Bidders, Section 00111, which states that acceptance of Voluntary Alternates, combined with Base Bid and selected Requested Alternates may determine the Award of Contract.

<u>VOL. ALT.</u>	<u>DESCRIPTION</u>	\$ _____ Add or Deduct
No. 1	N/A	\$ N/A

NEGOTIATION:

The Undersigned agrees that should the overall cost of this Project exceed the funds available, after designated as the successful Bidder, he will be willing to negotiate with the Owner and Architect for the purpose of making reductions in the Contract Work. The Contractor shall agree

ADDITION/RENOVATION
BENZIE COUNTY CENTRAL DISPATCH
BEULAH, MICHIGAN
ENV 22-22

to give full credit for all such deductions in the work requested by the Owner, including full value for labor, material and subcontract work, and reasonably proportionate reductions in overhead and profit, thereby arriving at an agreed upon Contract Price.

PROPOSED SUBCONTRACTORS

The undersigned submits the following proposed subcontractors for this project. This information **must** be filled-in as part of the Bid or noted as not applicable.

SITE WORK:
Proposed Subcontractor ASs EXCAVATING

PLUMBING WORK:
Proposed Subcontractor TEAM BOB'S

MECHANICAL WORK:
Proposed Subcontractor TEAM BOB'S

ELECTRICAL WORK:
Proposed Subcontractor ISENHALT ELECTRIC

SUPPLIERS AND SUBCONTRACTORS:

Upon request, the Undersigned agrees to provide a complete list of subcontractors corresponding with the AIA Schedule of Values within 24 hours after the time of bid opening. Suppliers and subcontractors listed shall be those used by the Contractor to compile his proposal and agrees to employ the firms listed for the work except as provided for the "Instructions to Bidders".

FEEES FOR HANDLING ADDITIONAL WORK:

The bidder acknowledges that the Owner may elect to make changes to the work that will be performed by the General Contractor or their subcontractors on a firm proposal basis or a cost-plus-fee basis. In the event, the bidder will perform or cause to be performed by his subcontractors, such work at net direct costs, not including premium time, the following will be added to direct costs for overhead and profit:

For additions or deletions to the contract, for work performed by the General Contractors' own forces, direct cost plus 10 %

For additions or deletions to the contract, for work performed by Subcontractors, subcontractors cost to the General Contractor plus 10 %

The undersigned agrees that each Proposal covering extra work shall be accompanied with complete itemized material and labor breakdown. Travel and lodging shall be included in the cost of work.

For all revisions involving the deletion (after award) of Contract work, the undersigned agrees that full credit for material and labor costs shall be given the Owner for work deleted. The undersigned further agrees that any credit will not include any factor reflecting undersigned's mark-ups indicated above.

ADDITION/RENOVATION
BENZIE COUNTY CENTRAL DISPATCH
BEULAH, MICHIGAN
ENV 22-22

TIME OF COMPLETION:

If awarded the Contract, we estimate we will require 190 consecutive calendar days to complete the project.

The above time(s) assume(s) that:

1. award of Contract allows start of construction immediately upon, but not before, receipt of Notice to Proceed.
2. we are not delayed by strikes or other causes beyond our control.
3. we are not unnecessarily delayed by work of other contractors of the Owner.

Said stated Contract Time will be used to establish the Date of Substantial Completion of the Work.

AGREEMENTS:

In submitting this Bid, the undersigned agrees:

1. to hold his Bid open for 45 consecutive calendar days.
2. to accept the provisions of the Instructions to Bidders regarding the disposition of the Bid Security.
3. to enter into and execute a Contract with the Benzie County, Beulah, Michigan if awarded on the basis of this Bid, and to furnish required Bonds and other specified submittals within seven (7) days of notification of selection of award of Contract for the Work.
4. to perform the Work in accord with the proposed Contract Documents and to complete said Work within the time period stipulated in the Bid.

ATTACHMENTS:

The undersigned acknowledges that he has attached to this Bid the required following documents:

Bid Security

Complete description of all submitted Voluntary Alternates plus product date, drawings and other information which may be required for the Architect to make a proper evaluation of each submitted Voluntary Alternate.

ADDITION/RENOVATION
BENZIE COUNTY CENTRAL DISPATCH
BEULAH, MICHIGAN
ENV 22-22

LEGAL STATUS AND SIGNATURE OF BIDDER:

(Bidder shall fill out the appropriate form, and strike out the other two types of business.)

A corporation duly organized and doing business under the laws of the State of MICHIGAN
for Whom JIM LEWIS bearing the official title of SECRETARY whose
signature is affixed to this Bid Form, is duly authorized to execute Contracts.

~~A partnership~~, all of the members of which, with address, are:

~~An individual~~, doing business as _____

who signature is affixed to this Bid Form.

HALLMARK CONSTRUCTION, INC.
Contractor
[Signature]
by JIM LEWIS
SECRETARY
Title

Signed and sealed this 10th day of may.

MARGARET DEWEY
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF LEELANAU
My Commission Expires June 30, 2026
Acting in the County of Sand Travers

 **AIA** Document A310™ – 2010

Bid Bond

CONTRACTOR:
(Name, legal status and address)
Hallmark Construction, Inc.
1874 Cass Hartman Ct., Ste. A
Traverse City, MI 49685-8851

OWNER:
(Name, legal status and address)
Benzie County
448 Court Place
Beulah, MI 49617

BOND AMOUNT: Five Percent (5%) of Amount Bid

SURETY:
(Name, legal status and principal place of business)

Swiss Re Corporate Solutions America Insurance Corporation
1200 Main St, Suite 800
Kansas City, MO 64105-2478

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

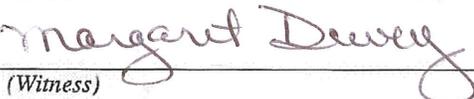
PROJECT:
(Name, location or address, and Project number, if any)
Addition / Renovation Benzie County Central Dispatch

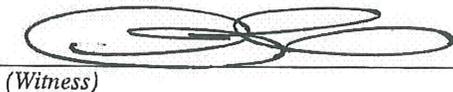
The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

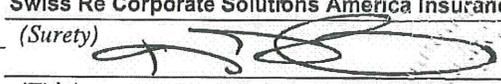
When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this **12th** day of **May, 2023**


(Witness)


(Witness)

Hallmark Construction, Inc.
(Principal)  *(Seal)*

SECRETARY
Swiss Re Corporate Solutions America Insurance Corporation
(Surety)  *(Seal)*

(Title) **Krista L. Pocket, Attorney-in-Fact**

SWISS RE CORPORATE SOLUTIONS

SWISS RE CORPORATE SOLUTIONS AMERICA INSURANCE CORPORATION ("SRCSAIC")
SWISS RE CORPORATE SOLUTIONS PREMIER INSURANCE CORPORATION ("SRCSPIC")
WESTPORT INSURANCE CORPORATION ("WIC")

GENERAL POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS, THAT SRCSAIC, a corporation duly organized and existing under laws of the State of Missouri, and having its principal office in the City of Kansas City, Missouri, and SRCSPIC, a corporation organized and existing under the laws of the State of Missouri and having its principal office in the City of Kansas City, Missouri, and WIC, organized under the laws of the State of Missouri, and having its principal office in the City of Kansas City, Missouri, each does hereby make, constitute and appoint:

ROBERT TROBEC, KATHLEEN M. IRELAN, IAN J. DONALD, JEFFREY A. CHANDLER, ALAN P. CHANDLER, SUSAN L. SMALL, T.J. GRIFFIN, JOHN L. BUDDE, STEVEN K. BRANDON, TERENCE J. GRIFFIN, TERRI L. YOUNG, PATRICK E. WILLIAMS, WENDY LEE HINGSON, BRYAN FORMSA and KRISTA L. POCKET

JOINTLY OR SEVERALLY

Its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its act and deed, bonds or other writings obligatory in the nature of a bond on behalf of each of said Companies, as surety, on contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract or suretyship executed under this authority shall exceed the amount of:

TWO HUNDRED MILLION (\$200,000,000.00) DOLLARS

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of both SRCSAIC and SRCSPIC at meetings duly called and held on the 18th of November 2021 and WIC by written consent of its Executive Committee dated July 18, 2011.

"RESOLVED, that any two of the President, any Managing Director, any Senior Vice President, any Vice President, the Secretary or any Assistant Secretary be, and each or any of them hereby is, authorized to execute a Power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Corporation bonds, undertakings and all contracts of surety, and that each or any of them hereby is authorized to attest to the execution of any such Power of Attorney and to attach therein the seal of the Corporation; and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Corporation may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signatures or facsimile seal shall be binding upon the Corporation when so affixed and in the future with regard to any bond, undertaking or contract of surety to which it is attached."



By Erik Janssens, Senior Vice President of SRCSAIC & Senior Vice President of SRCSPIC & Senior Vice President of WIC

By Gerald Jagrowski, Vice President of SRCSAIC & Vice President of SRCSPIC & Vice President of WIC



IN WITNESS WHEREOF, SRCSAIC, SRCSPIC, and WIC have caused their official seals to be hereunto affixed, and these presents to be signed by their authorized officers

this 26TH day of JANUARY, 20 23

State of Illinois
County of Cook

Swiss Re Corporate Solutions America Insurance Corporation
Swiss Re Corporate Solutions Premier Insurance Corporation
Westport Insurance Corporation

On this 26TH day of JANUARY, 20 23, before me, a Notary Public personally appeared Erik Janssens, Senior Vice President of SRCSAIC and Senior Vice President of SRCSPIC and Senior Vice President of WIC and Gerald Jagrowski, Vice President of SRCSAIC and Vice President of SRCSPIC and Vice President of WIC, personally known to me, who being by me duly sworn, acknowledged that they signed the above Power of Attorney as officers of and acknowledged said instrument to be the voluntary act and deed of their respective companies.



Christina Manisco, Notary

I, Jeffrey Goldberg, the duly elected Senior Vice President and Assistant Secretary of SRCSAIC and SRCSPIC and WIC, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney given by said SRCSAIC and SRCSPIC and WIC, which is still in full force and effect. IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Companies this 12 day of May, 2023.

Jeffrey Goldberg, Senior Vice President & Assistant Secretary of SRCSAIC and SRCSPIC and WIC



1874 Cass Hartman Ct., Ste. A • Traverse City, MI 49685

Phone: (231) 946-1920

Fax: (231) 946-1978

PERSONS AUTHORIZED TO EXECUTE CONTRACTS

All Partners must sign contracts unless a power of attorney is supplied modifying this. In the case of a corporation, only those signatures listed will be accepted.

Following persons are duly authorized to execute contracts, checks, bonds and legal Documents on behalf of Hallmark Construction, Inc.

Jeffrey M. Fedorinchik, President

A handwritten signature in black ink, appearing to be 'J. Fedorinchik', written over a horizontal line.

James E. Lewis, Secretary

A handwritten signature in blue ink, appearing to be 'J. Lewis', written over a horizontal line.

Charles S. Sole, Treasurer

A handwritten signature in blue ink, appearing to be 'C. Sole', written over a horizontal line.

In addition, Corporation shall complete the Certificate of Secretary listing those persons authorized to execute contracts.

Jeffery T. Kroesing, Vice- President

Hallmark Construction, Inc. has initiated and intends to continue an Equal Employment Opportunity policy designed to eliminate any discrimination in employment because of race, color, religion, sex or national origin.

Dated in effect this 10 day of March, 2020

A handwritten signature in black ink, appearing to be 'J. Fedorinchik', written over a horizontal line.

Jeffrey M. Fedorinchik, President

ADDITION/RENOVATION
BENZIE COUNTY CENTRAL DISPATCH
BEULAH, MICHIGAN
ENV 22-22

**SECTION 26 00 10
ELECTRICAL EQUIPMENT AND MATERIALS**

PART 1 GENERAL

1.01 INSTRUCTION:

- A. The Electrical Contractor is to either copy or remove this specification section from the spec book and complete as follows:
 - 1. Indicate the specific manufacturer on which the bidder's base bid price is based in the blank space provided.
 - 2. All equipment is to be bid as specified. Material or equipment from an unlisted manufacturer may be submitted for review by the Engineer by following the substitution instructions in 260000-2.02.
 - 3. Insert the name(s) of each subcontractor used in your bid in the space provided in Part 3.
 - 4. This form shall be submitted with the bid.

1.02 RELATED DOCUMENTS:

- A. The other Contract Documents complement the requirements of this Section. The General Requirements apply to the work of this section.

1.03 DEVIATIONS FROM SPECIFIED MATERIAL:

- A. See Section 26 00 00, Part 2, Paragraph 2.02 - Substitutions and Changes. Base bid shall be based on manufacturers listed in this specification or on the drawings.

PART 2 PRODUCTS

2.01 THE FOLLOWING IS A LIST OF APPROVED MANUFACTURERS, GROUPED ACCORDING TO TYPES OF MATERIALS OR EQUIPMENT.

- A. Wiring Devices:
 - 1. Pass & Seymour, Hubbell, Leviton, and Cooper
 - a. Voluntary alternate _____
 - b. Add \$ _____ Deduct \$ _____
- B. Floor boxes:
 - 1. Wiremold
 - a. Voluntary alternate _____
 - b. Add \$ _____ Deduct \$ _____
- C. Electric Hand Dryer:
 - 1. Excel Dryer (Basis of Design) and World Dryer
 - a. Voluntary alternate _____
 - b. Add \$ _____ Deduct \$ _____
- D. Branch Panels:
 - 1. Square D (basis of design)
 - a. Voluntary alternate _____
 - b. Add \$ _____ Deduct \$ _____
- E. Safety Switches and Circuit Breakers:
 - 1. Square D (basis of design)
 - a. Voluntary alternate _____
 - b. Add \$ _____ Deduct \$ _____
- F. Motor Controls:
 - 1. Square D (basis of design)
 - a. Voluntary alternate _____
 - b. Add \$ _____ Deduct \$ _____

ADDITION/RENOVATION
BENZIE COUNTY CENTRAL DISPATCH
BEULAH, MICHIGAN
ENV 22-22

- G. Automatic Transfer Switches
 - 1. Generac, Cummins, Kohler, ASCO, and Thomson
 - a. Voluntary alternate _____
 - b. Add \$ _____ Deduct \$ _____
- H. Natural Gas Generator
 - 1. Generac (Basis of Design), Cummins, Caterpillar, Kohler, Aksa, and Detroit Diesel
 - a. Voluntary alternate _____
 - b. Add \$ _____ Deduct \$ _____
- I. Fire Alarm System
 - 1. Simplex (Basis of Design - Existing System)
- J. Vacancy/Occupancy Sensor Lighting Controls, including single station wall devices, ceiling mounted devices, etc.
 - 1. Cooper Lighting Controls (Basis of Design)
 - a. Voluntary alternate _____
 - b. Add \$ _____ Deduct \$ _____
- K. Wireless and Wired Lighting Controls Systems
 - 1. Cooper Lighting Controls (Basis of Design)
 - a. Voluntary alternate _____
 - b. Add \$ _____ Deduct \$ _____
- L. Lighting Fixtures:
 - 1. Tag A, AE, A1, A1E, A2, A2E series: Cooper (Basis of Design)
 - a. Voluntary alternate _____ Add \$ _____ Deduct \$ _____
 - 2. Tag B, BE series: Cooper (Basis of Design)
 - a. Voluntary alternate _____ Add \$ _____ Deduct \$ _____
 - 3. Tag C, CE series: Cooper (Basis of Design) and Lithonia
 - a. Voluntary alternate _____ Add \$ _____ Deduct \$ _____
 - 4. Tag D, DE series: Cooper (Basis of Design) and Lithonia
 - a. Voluntary alternate _____ Add \$ _____ Deduct \$ _____
 - 5. Tag EX, EM series: Isolite (Basis of Design)
 - a. Voluntary alternate _____ Add \$ _____ Deduct \$ _____
 - 6. Tag F series: Cooper (Basis of Design) and Lithonia
 - a. Voluntary alternate _____ Add \$ _____ Deduct \$ _____
 - 7. Tag G series: Liteline (Basis of Design)
 - a. Voluntary alternate _____ Add \$ _____ Deduct \$ _____
 - 8. Tag H series: Cooper (Basis of Design)
 - a. Voluntary alternate _____ Add \$ _____ Deduct \$ _____

PART 3 SUBCONTRACTORS

3.01 INSERT THE NAME OF EACH SUBCONTRACTOR AND WORK TO BE PERFORMED BELOW:

- A. Subcontractor _____
Work Performed _____
- B. Subcontractor _____
Work Performed _____
- C. Subcontractor _____
Work Performed _____

END OF SECTION

ADDITION/RENOVATION
BENZIE COUNTY CENTRAL DISPATCH
BEULAH, MICHIGAN
ENV 22-22

**SECTION 23 00 10
MECHANICAL EQUIPMENT AND MATERIALS**

PART 1 GENERAL

1.01 INSTRUCTION:

- A. The Mechanical Contractor is to either copy or remove this specification section from the spec book and complete as follows:
 - 1. Indicate the specific manufacturer on which the bidder's base bid price is based in the blank space provided.
 - 2. Insert the name(s) of each subcontractor used in your bid in the space provided in Part 3.
 - 3. This form shall be submitted with the bid.

1.02 RELATED DOCUMENTS:

- A. The other Contract Documents complement the requirements of this Section. The General Requirements apply to the work of this section.

1.03 DEVIATIONS FROM SPECIFIED MATERIAL:

- A. See SECTION 23 00 00, Part 2, Paragraph 2.02 - Substitutions and Changes. Base bid shall be based on manufacturers listed in this specification or on the drawings.

PART 2 PRODUCTS

2.01 THE FOLLOWING IS A LIST OF APPROVED MANUFACTURERS, GROUPED ACCORDING TO TYPES OF MATERIALS OR EQUIPMENT.

- A. Dedicated Outdoor Air Unit:
 - 1. Trane, McQuay, Carrier, York, and Aeon
 - a. Voluntary alternate _____
 - b. Add \$ _____ Deduct \$ _____
- B. Domestic Hot Water Heater(s):
 - 1. Lochinvar, Rheem, A.O. Smith, and Bradford White
- C. Air Terminal(s):
 - 1. Titus Tuttle & Bailey, Krueger, and Price
- D. Cabinet Unit Heaters
 - 1. Modine, Trane, Vulcan, or Sterling
- E. Minisplit Air Conditioners
 - 1. Florida Heat Pumps, Climate Master, Trane, or Water Furnace

PART 3 SUB-CONTRACTORS

3.01 INSERT THE NAME OF EACH SUB-CONTRACTOR AND WORK TO BE PERFORMED BELOW:

- A. Subcontractor: Trane Work Performed: Temperature Controls
- B. Subcontractor: Integrity Test & Balance Work Performed: Test & Balance
- C. Subcontractor: DR Insulation Work Performed: Insulation
- D. Subcontractor: Cooke Sheetmetal Work Performed: Sheet Metal Ductwork

END OF SECTION

Bid Bond

 **AIA Document A310™ – 2010**

CONTRACTOR:

(Name, legal status and address)

ECKLER BUILDING SOLUTIONS, LLC
2240 South Airport Road
Traverse City, MI 49684

Bid Bond No. GR28517

SURETY:

(Name, legal status and principal place of business)

Granite Re, Inc.
14001 Quailbrook Drive
Oklahoma City, OK 73134

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)

Benzie County
448 Court Place
Beulah, MI 49617

BOND AMOUNT: Five Percent of the Bid Amount (5.00% of Bid Amount)

PROJECT:

(Name, location or address, and Project number, if any)

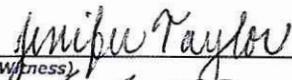
Benzie County Central Dispatch; Project No. 22-22

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

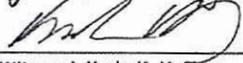
If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

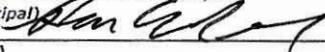
Signed and sealed this 11th day of May, 2023.

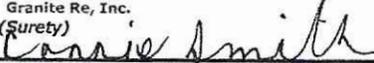


(Witness)



(Witness) Karla K. Heffron

ECKLER BUILDING SOLUTIONS, LLC
(Principal)  _____ *(Seal)*

(Title)
Granite Re, Inc.
(Surety)  _____ *(Seal)*
(Title) Connie Smith, Attorney-in-fact

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any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law.

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The American Institute of Architects' legal counsel, copyright@aia.org.

061110

GRANITE RE, INC.
GENERAL POWER OF ATTORNEY

Know all Men by these Presents:

That GRANITE RE, INC., a corporation organized and existing under the laws of the State of MINNESOTA and having its principal office at the City of OKLAHOMA CITY in the State of OKLAHOMA does hereby constitute and appoint:

MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; SAMUEL DUCHOW; ROBERT DOWNEY; JULIA DOUGLAS; CONNIE SMITH; KORY MORTEL; ELIOT MOTU its true and lawful Attorney-in-Fact(s) for the following purposes, to wit:

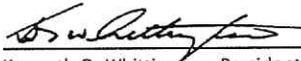
To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this Power of Attorney; and the said GRANITE RE, INC. through us, its Board of Directors, hereby ratifies and confirms all and whatsoever the said:

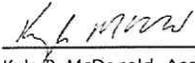
MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; SAMUEL DUCHOW; ROBERT DOWNEY; JULIA DOUGLAS; CONNIE SMITH; KORY MORTEL; ELIOT MOTU may lawfully do in the premises by virtue of these presents.

In Witness Whereof, the said GRANITE RE, INC. has caused this instrument to be sealed with its corporate seal, duly attested by the signatures of its President and Assistant Secretary, this 3rd day of January, 2020.

STATE OF OKLAHOMA)
) SS:
COUNTY OF OKLAHOMA)





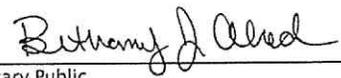
Kenneth D. Whittington, President


Kyle P. McDonald, Assistant Secretary

On this 3rd day of January, 2020, before me personally came Kenneth D. Whittington, President of the GRANITE RE, INC. Company and Kyle P. McDonald, Assistant Secretary of said Company, with both of whom I am personally acquainted, who being by me severally duly sworn, said, that they, the said Kenneth D. Whittington and Kyle P. McDonald were respectively the President and the Assistant Secretary of GRANITE RE, INC., the corporation described in and which executed the foregoing Power of Attorney; that they each knew the seal of said corporation; that the seal affixed to said Power of Attorney was such corporate seal, that it was so fixed by order of the Board of Directors of said corporation, and that they signed their name thereto by like order as President and Assistant Secretary, respectively, of the Company.

My Commission Expires:
April 21, 2027
Commission #: 11003620





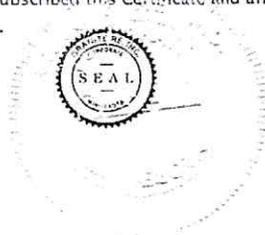
Notary Public

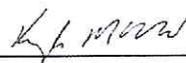
GRANITE RE, INC.
Certificate

THE UNDERSIGNED, being the duly elected and acting Assistant Secretary of Granite Re, Inc., a Minnesota Corporation, HEREBY CERTIFIES that the following resolution is a true and correct excerpt from the July 15, 1987, minutes of the meeting of the Board of Directors of Granite Re, Inc. and that said Power of Attorney has not been revoked and is now in full force and effect.

"RESOLVED, that the President, any Vice President, the Assistant Secretary, and any Assistant Vice President shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the Company in the course of its business. On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the Company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking."

IN WITNESS WHEREOF, the undersigned has subscribed this Certificate and affixed the corporate seal of the Corporation this 11th day of May, 2023.





Kyle P. McDonald, Assistant Secretary

ADDITION/RENOVATION
BENZIE COUNTY CENTRAL DISPATCH
BEULAH, MICHIGAN
ENV 22-22

SECTION 00310 - PROPOSAL FORM

CATEGORY OF WORK: CONSTRUCTION (Entire Project)

TO: Office of the Architect by email to: ray@env-arch.com

ATT: **BENZIE COUNTY CENTRAL DISPATCH**
DATE: **FRIDAY, May 12, 2023**
TIME: **3:30 pm., local time**

FROM: ECKLER BUILDING SOLUTIONS, LLC
2240 SOUTH AIRPORT RD SUITE F
TRAVERSE CITY, MI ZIP CODE 49684

Bidder's Telephone No.:

PROJECT:

ADDITION/RENOVATION FOR BENZIE COUNTY CENTRAL DISPATCH.
505 S. Michigan Ave.
Beulah, MI 49617

Architect's Commission No.: 22-22
Project Date: April 24, 2023

ACKNOWLEDGEMENTS:

The undersigned acknowledges that he has received the Bidding Documents, which include the Invitation to Bid, Instructions to Bidders, the Proposal Form, other Bidding and Contract forms and the proposed Contract Documents, including the Specifications titled **ADDITION/RENOVATION FOR BENZIE COUNTY CENTRAL DISPATCH**, Beulah, MI, as prepared by *Environment Architects* dated April 24, 2023 and further acknowledges that he has received the following Addenda issued thereto and has incorporated their provisions in his Bid:

ADDENDUM NO. 1 Dated 5-5-23

ADDENDUM NO. 2 Dated 5-10-23

ADDENDUM NO. Dated

ADDITION/RENOVATION
BENZIE COUNTY CENTRAL DISPATCH
BEULAH, MICHIGAN
ENV 22-22

The undersigned acknowledges that:

- they have read and carefully examined the Bidding Documents and proposed Contract Documents and that he fully understands them and has made their Bid in accordance therewith.
- they have visited the site, has familiarized themselves with the local conditions under which the Work is to be performed and has correlated their observations with the requirements of the proposed Contract Documents.
- their Bid is based upon the materials, systems and equipment required by the proposed Contract Documents without exception.

BASE BID

The undersigned hereby proposes to furnish all permits, labor, materials, tools, equipment and services required to construct and satisfactorily complete the work indicated above, for the INDIVIDUAL sum of:

TWO MILLION THIRTY-EIGHT THOUSAND DOLLARS	\$ 2,038,000.00
(amount in words)	(amount in figures)

PERFORMANCE & LABOR AND MATERIAL PAYMENT BONDS:

The Bidder shall state the amount included in his Bid to furnish Performance & Labor and Material Payment Bonds. (See Instruction to Bidders).

THIRTY THOUSAND ONE HUNDRED	\$ 30,100.00
(amount in words)	(amount in figures)

UNIT PRICING (NOT USED)

SCHEDULE OF ALLOWANCES, INCLUDED IN THE BASE BID. Refer to specification section 01210

- A. **Allowance No. 1: Special Inspections (Structural) Allowance: Include \$5,000.00** as a lump sum allowance for structural special inspections required for Masonry and Steel.
- B. **Allowance No. 2: Signage. Include \$2,500.00** as a lump sum allowance to provide and install interior and exterior signage.
- C. **Allowance No. 3: Dispatch Furnishings. Include \$70,000.00** as a lump sum allowance for specialty furnishings for Central Dispatch.
- D. **Allowance No. 4: Appliances. Include \$6,250.00** as a lump sum allowance for appliances broken down approximately as follows:
 - a. Microwave: \$750.00
 - b. Induction Cooktop: \$2,000.00

ADDITION/RENOVATION
 BENZIE COUNTY CENTRAL DISPATCH
 BEULAH, MICHIGAN
 ENV 22-22

- c. 30" Refrigerator: \$1,500.00
- d. 36" Refrigerator: \$2,000.00

Allowance No. 5: Miscellaneous Contingency. Include \$23,500.00 as a lump sum allowance for unforeseen conditions that may be encountered during construction.

Allowance No. 6: Include \$196,000.00. Provide an allowance as part of the base bid to include the purchase and installation/connection of radio systems to support the new dispatch center. This shall include use of the existing tower but include new cabling, new antennas, new backroom control stations and consoles. Work shall include all labor to install and configure and test the radio system. Rough-ins are included by Electrical Contractor as part of base bid. Allowance shall be \$196,000.00 plus any applicable taxes.

Allowance No. 7: Include \$12,000.00. Provide an allowance as part of the base bid to include the purchase and installation/connection of Ethernet Switch and three wireless access points. Work to include installation and configuration of the systems and assistance with the connection of users. Rough-ins are included by Electrical Contractor as part of base bid.

ALTERNATES:

1. Alternate #1: Refer to Sheet A2.1; Demolition Plan and A3.4; Reflected Ceiling Plan. Provide Deduct Alternate to leave existing spray fire-proofing in place at Weight Room 002 in lieu of removing and replacing with 2-hour rated intumescent paint.

ALTERNATE 1 (DEDUCT):

\$ 19,800.00
 (amount in figures)

VOLUNTARY ALTERNATES:

The undersigned offers as Alternates the following substitutes of materials as specified. Voluntary Alternates are subject to the provisions of the Bidding requirements of instruction to Bidders, Section 00111, which states that acceptance of Voluntary Alternates, combined with Base Bid and selected Requested Alternates may determine the Award of Contract.

<u>VOL. ALT.</u>	<u>DESCRIPTION</u>	<u>\$</u> <u> </u> Add or <u>Deduct</u>
No. 1		
	<u>DELAY START OF CONSTRUCTION UNTIL 10/2/2023</u>	<u>\$ DEDUCT \$40,000.00</u>

NEGOTIATION:

The Undersigned agrees that should the overall cost of this Project exceed the funds available, after designated as the successful Bidder, he will be willing to negotiate with the Owner and Architect for the purpose of making reductions in the Contract Work. The Contractor shall agree

ADDITION/RENOVATION
BENZIE COUNTY CENTRAL DISPATCH
BEULAH, MICHIGAN
ENV 22-22

to give full credit for all such deductions in the work requested by the Owner, including full value for labor, material and subcontract work, and reasonably proportionate reductions in overhead and profit, thereby arriving at an agreed upon Contract Price.

PROPOSED SUBCONTRACTORS

The undersigned submits the following proposed subcontractors for this project. This information **must** be filled-in as part of the Bid or noted as not applicable.

SITE WORK:
Proposed Subcontractor AJ'S EXCAVATING

PLUMBING WORK:
Proposed Subcontractor TEAM BOBS

MECHANICAL WORK:
Proposed Subcontractor TEAM BOBS

ELECTRICAL WORK:
Proposed Subcontractor ISENHART ELECTRIC

SUPPLIERS AND SUBCONTRACTORS:

Upon request, the Undersigned agrees to provide a complete list of subcontractors corresponding with the AIA Schedule of Values within 24 hours after the time of bid opening. Suppliers and subcontractors listed shall be those used by the Contractor to compile his proposal and agrees to employ the firms listed for the work except as provided for the "Instructions to Bidders".

FEES FOR HANDLING ADDITIONAL WORK:

The bidder acknowledges that the Owner may elect to make changes to the work that will be performed by the General Contractor or their subcontractors on a firm proposal basis or a cost-plus-fee basis. In the event, the bidder will perform or cause to be performed by his subcontractors, such work at net direct costs, not including premium time, the following will be added to direct costs for overhead and profit:

For additions or deletions to the contract, for work performed by the General Contractors' own forces, direct cost plus 15%

For additions or deletions to the contract, for work performed by Subcontractors, subcontractors cost to the General Contractor plus 15%

The undersigned agrees that each Proposal covering extra work shall be accompanied with complete itemized material and labor breakdown. Travel and lodging shall be included in the cost of work.

For all revisions involving the deletion (after award) of Contract work, the undersigned agrees that full credit for material and labor costs shall be given the Owner for work deleted. The undersigned further agrees that any credit will not include any factor reflecting undersigned's mark-ups indicated above.

ADDITION/RENOVATION
BENZIE COUNTY CENTRAL DISPATCH
BEULAH, MICHIGAN
ENV 22-22

TIME OF COMPLETION:

If awarded the Contract, we estimate we will require 130 consecutive calendar days to complete the project.

The above time(s) assume(s) that:

1. award of Contract allows start of construction immediately upon, but not before, receipt of Notice to Proceed.
2. we are not delayed by strikes or other causes beyond our control.
3. we are not unnecessarily delayed by work of other contractors of the Owner.

Said stated Contract Time will be used to establish the Date of Substantial Completion of the Work.

AGREEMENTS:

In submitting this Bid, the undersigned agrees:

1. to hold his Bid open for 45 consecutive calendar days.
2. to accept the provisions of the Instructions to Bidders regarding the disposition of the Bid Security.
3. to enter into and execute a Contract with the Benzie County, Beulah, Michigan if awarded on the basis of this Bid, and to furnish required Bonds and other specified submittals within seven (7) days of notification of selection of award of Contract for the Work.
4. to perform the Work in accord with the proposed Contract Documents and to complete said Work within the time period stipulated in the Bid.

ATTACHMENTS:

The undersigned acknowledges that he has attached to this Bid the required following documents:

Bid Security

Complete description of all submitted Voluntary Alternates plus product data, drawings and other information which may be required for the Architect to make a proper evaluation of each submitted Voluntary Alternate.

ADDITION/RENOVATION
BENZIE COUNTY CENTRAL DISPATCH
BEULAH, MICHIGAN
ENV 22-22

LEGAL STATUS AND SIGNATURE OF BIDDER:

(Bidder shall fill out the appropriate form, and strike out the other two types of business.)

A corporation duly organized and doing business under the laws of the State of MI,
for Whom BENJAMIN ECKLER bearing the official title of MEMBER whose
signature is affixed to this Bid Form, is duly authorized to execute Contracts.

A partnership, all of the members of which, with address, are:

An individual, doing business as _____
who signature is affixed to this Bid Form.

ECKLER BUILDING SOLUTIONS, LLC

Contractor

Ben Eckler

by

MEMBER

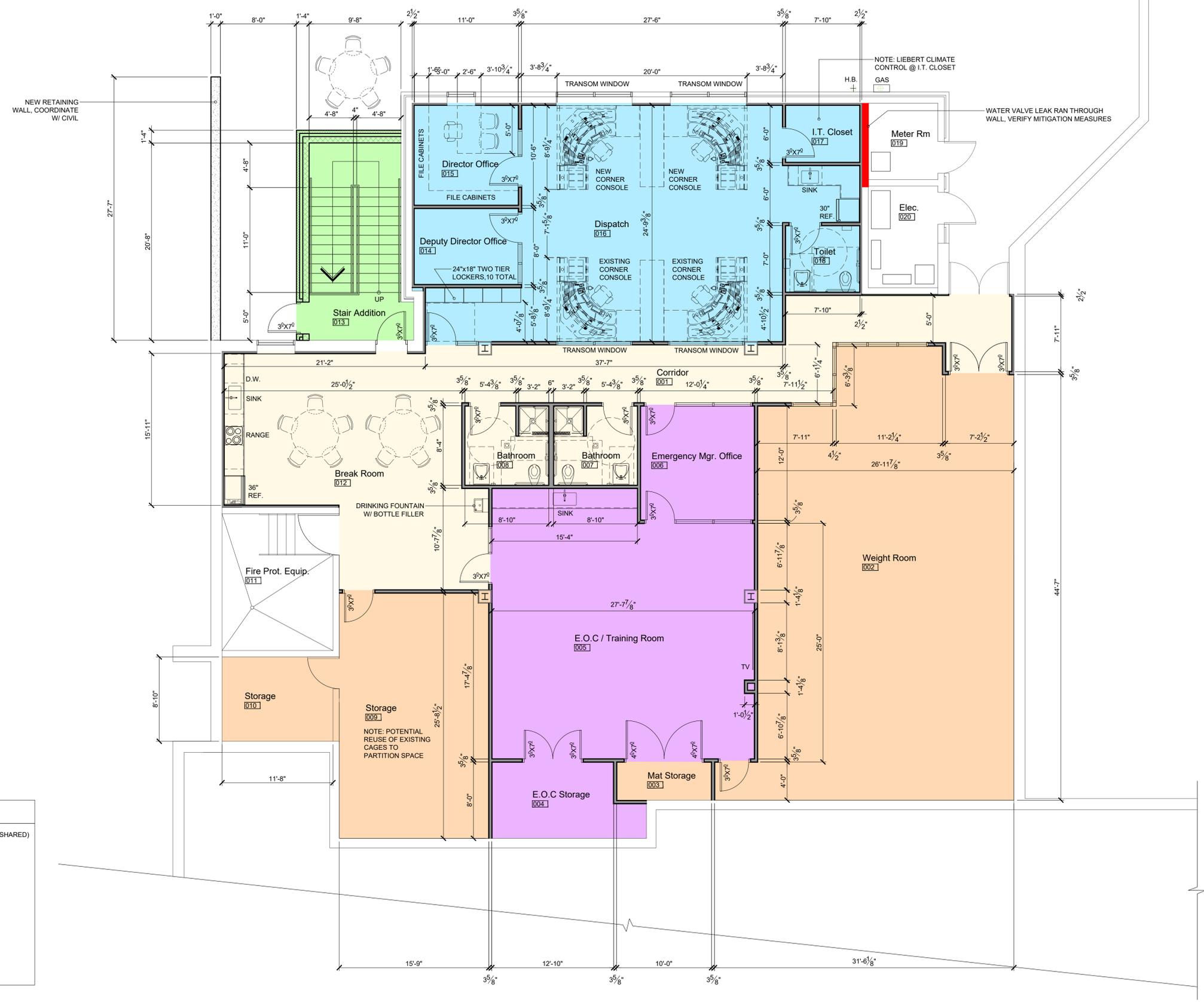
Title



Signed and sealed this 12th day of MAY 2023.

ISSUES:	
DATE:	DESCRIPTION:
10/17/22	Preliminary
12-6-22	---
12-8-22	---
---	---
---	---
---	---
---	---
---	---
---	---
---	---
2/14/23	---

PRELIMINARY
NOT FOR CONSTRUCTION
 Feb. 14, 23



HATCH KEY

	NEW ADDITION (SHARED) 247 S.F.
	SHARED SPACE 1,106 S.F.
	DISPATCH / 911 1,152 S.F.
	E.O.C 1,032 S.F.
	SHERIFF 1,810 S.F.



Proposed Basement Level

SCALE: 1/4"=1'-0"



environmentalarchitects

Addition / Renovations
 Benzie County
 Central Dispatch
 22-22
 505 S Michigan Ave
 Beulah, MI
 49617

Proposed Lower Level
 Floor Plan

call 313 466 7164
 fax 313 491 5772
 10241 e chery bend road
 benzie county mi 49614
 www.ea-arch.com

A3.1

Memorandum



To: Board of Commission

From: Katie Zeits, County Administrator *Katie Zeits*

Date: June 7, 2023

Subject: **Proposal for 9-1-1 Phone Call Routing**

Attached you will find a proposal from INdigital, who is a sole source provider, for additional equipment and services to provide redundancy in Central Dispatch for phones.

The purpose of this equipment and service is to provide a mobile phone system that is integrated with FirstNet, our current provider of many mobile phones, to provide us either 9-1-1 phone call routing or deployment as additional telephones in an emergency. This system provides us with backup and redundancy for both 9-1-1 phones and non-emergency phones when the need arises. Essentially, it allows us to assign priority to certain calls.

There is adequate funding available in the Central Dispatch budget to make this purchase.

Recommended Motion:

That the Board of Commissioners approves the proposal with INdigital for MEVO Anywhere Mobile Kits for priority calling when the need arises in the amount of \$7,443.08, and further approves an annual service charge of \$2,208.69 for a period of five years, with funds available in the Central Dispatch Fund.

MEVO Anywhere Mobile Kit w/2 Phones

Larry Stidham
 VP Sales & Marketing
 (260) 469-2151
lstidham@indigital.net

Benzie County Central Dispatch, MI
 Cory Ellis
 231-822-4018
cellis@benzieco.net



3/30/23

Line	Part #	Description	Qty	Item	Extended
MEVO Anywhere					
1	IN460182	Mobile Command Travel Case (1-2 phones)	1	\$559.87	\$559.87
2		Neutrik Power Connectors + Cover(Case External Power Port)	1	\$18.37	\$18.37
3		Xtreme Power Conversion J60-350 Lithium Ion UPS 350VA/200W 120	1	\$480.00	\$480.00
4	IN460130	Mitel 6873i SIP Phone (MEVO V1.2)	2	\$428.79	\$857.58
5		Cradlepoint Netcloud Essentials + IBR600C+accessories	1	\$839.65	\$839.65
6		NetGear GS803EP 8-port PoE Managed Switch	1	\$132.00	\$132.00
7		Peripherals and Cables	1	\$226.92	\$226.92
8		Subtotal			\$3,114.39
MEVO Service					
9	IN460339	MEVO Kit Backup Service Fee (1YR)**	2	\$480.00	\$960.00
10	IN460521	INdigital Support & Maintenance (1YR)**	1	\$288.69	\$288.69
11		FirstNet Band 14 Service Fee (1YR)**	1	\$960.00	\$960.00
12		4G service dual SIM INdigital provided (1YR)**	0	\$2,080.00	\$0.00
13		CUSTOMER TO PROVIDE ITS OWN 4G SIM CARDS			
14		Subtotal			\$2,208.69
Configuration & Training					
15	IN460336	NGCS Core Setup & Configuration	1	\$870.00	\$870.00
16		FirstNet initialization	1	\$700.00	\$700.00
17	IN460337	MEVO Operation & Deployment Training	1	\$350.00	\$350.00
18		Shipping	1	\$200.00	\$200.00
19		Subtotal			\$2,120.00
20				Total Investment	\$7,443.08
21					
Annual Service Fee Beginning Year Two					
22	IN460339	**Annual Service Fee	2	\$480.00	\$960.00
23	IN460521	**INdigital Support & Maintenance	1	\$288.69	\$288.69
24		FirstNet Service Network	1	\$960.00	\$960.00
25		4G service dual band INdigital provided (1YR)**	0	\$2,080.00	\$0.00
26		CUSTOMER TO PROVIDE ITS OWN SIM CARDS			
		Annual Investment			\$2,208.69

NOTE: Quote good for 90 days

Memorandum



To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: May 3, 2023

Subject: **Summer Road Patrol – Honor Village**

Sheriff Rosa has requested support from the Board of Commissioners to enter into an agreement with the Village of Honor, similar to other seasonal patrol agreements. Similar agreements with other entities have been in place for several years and work well.

These agreements agree that the Sheriff's Office will provide additional manpower when staffing allows it, and a portable speed trailer, in addition to other patrol related services. These added services are reimbursed by the Village.

Our legal counsel has reviewed the contract.

RECOMMENDATION:

That the Board of Commissioners approves the Sheriff Patrol Agreements with the Village of Honor for the 2023 summer months, subject to approval as to form by legal counsel, and authorizes the Chair to sign.

Memorandum



To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: June 8, 2023

Subject: **Portable Radios**

Attached is a proposal from Motorola Solutions to purchase portable radios for Sheriff's Office operational use. These radios will equip the two bailiffs in the Governmental Center as well as the Social Worker Deputy. The cost of one radio will be reimbursed by Centra Wellness.

It is our understanding that the lead time for these radios is 20 weeks.

Motorola is the contracted vendor of choice for this equipment.

RECOMMENDATION:

That the Board of Commissioners confirms the purchase of three portable radios as outlined in the Motorola Solutions quotes dated March 25, 2023, with funds available in the General Fund Sheriff's Office Equipment, with reimbursement for one radio from Centra Wellness and that a budget amendment approving funding from fund 282 for the cost of bailiff radios be approved.

Date: 5/25/23

To: Motorola Solutions, Inc.
Attn: Kristie Craun, Distribution Controller
85 Harristown Road
Glen Rock, NJ 07420

From: Greg Hubers, Benzie County Undersheriff

Bill to/Ultimate Address: Benzie County
ghubers@benzieco.net
505 S. Michigan Ave
Beulah, MI 49617

Ship to: Tele-Rad
2351 S Cass Rd
Traverse City, MI 49684

Subject: Notice to Proceed for Motorola attached equipment quote/proposal dated 5/22/24 in the amount of \$16,192.08.

This document serves as notice to proceed and proof of funds encumbered for the above referenced quote/proposal. The terms and conditions of the "Motorola Two-Way Radio Contract with the State of Michigan #071B9200262" apply to this purchase order. Benzie County agrees to pay "Net 30 days upon shipment" to:

Tele-Rad
2351 S Cass Rd
Traverse City, MI 49684

Payments can be authorized based solely on this document. I submit that I am a duly authorized employee of our organization and that my signature makes this a legal and binding document.

Signed,



Greg Hubers
Benzie County Undersheriff
231-882-4018

1 - contra Deputy
 2 - Bailiffs

Billing Address:
 BENZIE COUNTY SHERIFF
 DEPT
 505 MICHIGAN AVE
 BEULAH, MI 49617
 US

Quote Date:05/25/2023
 Expiration Date:07/24/2023
 Quote Created By:
 Jessica Spindler
 Sales Consultant
 jessica_spindler@tele-rad.com
 231-740-2104

End Customer:
 BENZIE COUNTY SHERIFF DEPT
 Greg Hubers
 ghubers@benzienco.net

Payment Terms:30 NET

Line #	Item Number	Description	Qty	List Price	Disc %	Sale Price	Ext. Sale Price
	APX™ 6000 Series	APX6000					
1	H98UCF9PW6BN	APX6000 700/800 MODEL 2.5 PORTABLE	3	\$6,643.50	23.55%	\$5,079.13	\$15,237.39
1a	QA09001AB	ADD: WIFI CAPABILITY	3				
1b	HA00690AA	ADD: 7Y ESSENTIAL SERVICE HTP	3				
1c	Q667BB	ADD: ADP ONLY (NON-P25 CAP COMPLIANT) (US ONLY)	3				
1d	QA05570AA	ALT: LI-ION IMPRES 2 IP68 3400 MAH	3				
1e	Q361AR	ADD: P25 9600 BAUD TRUNKING	3				
1f	H38BT	ADD: SMARTZONE OPERATION	3				
1g	QA07682AA	ADD: SMARTCONNECT	3				
1h	Q806BM	ADD: ASTRO DIGITAL CAI OPERATION	3				
2	LSV00Q00202A	DEVICE PROGRAMMING	3	\$71.43	0.0%	\$71.43	\$214.29



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
 Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 - #: 36-1115800

Line #	Item Number	Description	Qty	List Price	Disc %	Sale Price	Ext. Sale Price
3	NNTN8860A	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 115VAC, US/NA	3	\$186.50	25.0%	\$139.88	\$419.64
4	PMMN4099CL	AUDIO ACCESSORY- REMOTE SPEAKER MICROPHONE,IP68 REMOTE SPEAKER MICROPHONE,3.5MM,UL	3	\$142.56	25.0%	\$106.92	\$320.76
Grand Total						\$16,192.08(USD)	

Notes:

- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.



Purchase Order Checklist

Marked as PO/ Contract/ Notice to Proceed on Company Letterhead
(PO will not be processed without this)

PO Number/ Contract Number

PO Date

Vendor = Motorola Solutions, Inc.

Payment (Billing) Terms/ State Contract Number

Bill-To Name on PO must be equal to the *Legal* Bill-To Name

Bill-To Address

Ship-To Address (If we are shipping to a MR location, it must be documented on PO)

Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO)

PO Amount must be equal to or greater than Order Total

Non-Editable Format (Word/ Excel templates cannot be accepted)

Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept

Ship To Contact Name & Phone #

Tax Exemption Status

Signatures (As required)

Memorandum



To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: May 3, 2023

Subject: **Last Chance Agreement**

In an effort to work with an employee to see them succeed, the Sheriff's Office and Administration have come to an agreement with an individual as a last chance of employment.

RECOMMENDATION:

That the Board of Commissioners approves the Last Chance Agreement prepared by legal counsel with a member of the Police Officers Association of Michigan and authorizes the Chair to sign.

Memorandum



To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: June 8, 2023

Subject: **Budget Amendment – Clean Slate Grant**

As a result of various changes at the State level, there is a great deal of additional tasks for the court offices to implement new legislation commonly referred to as “clean slate.” The state has recognized this additional work and is offering grant funding to counties for overtime expenses related to implementing the new legislation.

In essence, clean slate has expanded eligibility for expungement.

To account for added costs to District Court, a budget amendment is necessary to recognize the additional revenue and expenditures associated with implemented clean slate.

RECOMMENDATION:

That the Board of Commissioners approves the budget amendment in the amount of \$8,564 for clean slate implementation, increase both revenues and expenditures related to District Court.

Memorandum



To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: June 8, 2023

Subject: **Fire Alarms in Governmental Center Addition**

Attached you will find two proposals to integrate the fire alarms in DHHS into the system for the rest of the building. The current system in place is failing.

I have only heard speculation as to why this fire alarm system was not tied in at the time of the Governmental Center addition.

Maintenance Coordinator Rick Morris recommends moving forward with Summit Fire Protection who customarily handles our fire system. Funding for this project is available in fund 310.

RECOMMENDATION:

That the Board of Commissioners approves the proposal from Summit Fire Protection to integrate the fire alarms in the Governmental Center Addition in the not to exceed amount of \$9,564, with funds available in fund 310.



Proposal

Summit Companies ("Summit") makes the following proposal (the "Proposal"):

Date of Proposal: April 5, 2023

Proposal Submitted To: Benzie County Government Center
448 Court Place
Beulah, MI 49617

Attention: Rick Morris

Regarding: 2123-2-236

SCOPE OF WORK

Summit companies is pleased to provide this proposal for integrating all the fire alarm devices into the existing Edwards iO500 fire alarm control panel (FACP). The other FACP will be removed and the owner will be responsible for any wall repairs. Replacement fire alarm devices will be in same location as existing.

PROPOSED EQUIPMENT LIST

Prosecutor Office

- (1) Heat detector
- (3) Smoke detector
- (3) Pull station
- (2) Horn strobes ceiling mount white

Health & Human Services

- (5) Smoke detector
- (1) Pull station
- (4) Horn strobes wall mount white
- (8) Strobes wall mount white
- (1) Booster power supply
- (1-lot) Installation labor and materials
- (1-lot) Design drawings, submittals, plan review, permit, programming of the system and final acceptance testing

Summit Companies IS responsible for the following:

- For the final termination at the control panel(s), system programming, system check out, training and system manual.
- Performing the scope of work during normal working hours, Monday through Friday, 8:00 AM to 4:45 PM. Any work required to be performed at other than normal working hours will be invoiced accordingly.
- Provide one set of engineered drawings (one electronic and one hard copy).
- Permits required for installation or approval of the system are included in the proposal.
- Submittal of any drawings or correspondence to any State, Insurer or Authority Having Jurisdiction.
- Any approvals, fees or permits required for installation or approval of the system are included in the proposal.
- Installation and termination of devices.
- Wiring which will be FPL or FPLP rated jacketed cable installed by non-union labor.

Summit Companies IS NOT responsible for the following:

- All 120 VAC power required by our system is to be supplied by others. Power is to be dedicated to our equipment unless specified otherwise.
- We will be re-using the existing cable and some devices for this project. If the cable or devices prove to be incompatible with the new system or are damaged, extra charges will be incurred.
- Any trenching, backfilling, sealing, fire stopping, cutting, painting or patching required to complete the scope of work.
- Any Fire Watch that this project may require.
- Supply of a man lift, if required. A man lift is not included in this proposal.
- Any additional devices required by the Authority Having Jurisdiction.
- Any equipment or power shutdowns that the owner or Authority Having Jurisdiction requires.
- Removal of asbestos. This proposal contains no allowances for working in environments containing asbestos of any type, either encapsulated or friable. Should asbestos be present, the contract would have to be amended to include extra charges associated with the biohazard disposal and extra time required to work in this type of environment.

General Clarifications

- The customer is to provide Summit Companies CAD drawings of the plans applicable to the scope of work in order for Summit Companies to complete the engineered drawings. If the CAD drawings are not available, an extra charge will be incurred.
- This proposal does not cover existing device replacement or "trouble-shooting" of existing system. All "trouble-shooting" and service will be performed on a TIME AND MATERIAL basis.
- Off-site monitoring is not included and billed separately to above costs. Proposal for off-site monitoring can be provided, if applicable.
- All new equipment is warranted for one year with labor included for one year. Any existing equipment used in this proposal is assumed to be in good working condition and does not carry any warranty for malfunction. Warranty service will be provided from 8:00A.M. until 4:45P.M. Monday through Friday excluding holidays. Service can also be provided outside these hours at standard overtime rates. Damage caused by natural disasters or Acts of Nature such as lightning and floods are not covered.
- This proposal assumes full and unfettered access will be given to all necessary areas of the building for Summit Companies to perform the scope of work as outlined in this proposal. Any restrictions encountered may cause lost time and inhibit productivity. Excessive lost time may result in additional charges

Traverse City: 1798 Northern Star Drive | Traverse City, MI 49696 | Tel: 231.947.6035 | Fax: 231.947.6153
Corporate: 575 Minnehaha Avenue W. | Saint Paul, MN 55103 | Tel: 651.251.1880 | Fax: 651.251.1879

www.summitfire.com

- Prior to start of work, Summit Companies shall be informed in writing by owner of any hazardous material issues that may be encountered on-site.
- The data contained in this proposal has been submitted in confidence. Customer will not disclose or permit disclosure of any information in this document without the prior written consent of Summit Companies or use or permit the use of such information or data to compete with Summit Companies in any manner.
- Our payment terms are net 30 days and additional terms are listed below
- This proposal may be withdrawn by Summit Companies if not accepted within 60 days of the above date.

Contract Price: Summit shall perform the above described work at the following price: **\$ 9,564.00**
Sales tax is not included

Completion of the Project: Summit offers to provide to Owner the equipment, supplies and materials, as described in the Specifications. This Proposal shall be null and void, at Summit's option, if Summit does not receive a signed acceptance of this Proposal by Owner within 60 days. Summit reserves the right to adjust all prices based on the cost of materials at the time this Proposal is accepted by Owner, due to the volatility in the steel market. In order to guarantee pricing, Owner may be required to pay for materials at the time of acceptance of this Proposal.

General Conditions: The General Conditions attached to this Proposal are a part of this Proposal. Upon acceptance of this Proposal by Owner, the General Conditions will be a part of the contract between Summit and Owner.

SUMMIT FIRE:

Scott Klco

Fire Life Safety Sale Representative
Summit Fire
Phone: 231.218.0612

OWNER ACCEPTANCE OF PROPOSAL

Summit's Proposal is hereby accepted and agreed to by Owner. Owner acknowledges that Owner received and read the Proposal and the attached General Conditions. Upon acceptance by Owner, this Proposal, along with the attached General Conditions, will be a binding contract between Summit and Owner.

OWNER:

By: 

Signature

Bob Roelofs, Chair

Print Name

June 13, 2023

Date

P.O.#

SUMMIT FIRE PROTECTION CO. PROPOSAL AND CONTRACT GENERAL CONDITIONS

These General Conditions are attached to and made a part of the Summit Fire Protection Proposal and Contract to which they are attached (collectively, the "Contract") as if fully set forth on the front page of the Contract. As used in these General Conditions, "Summit Fire Protection," "Owner," "Project," and "Contract Price" shall have the same meanings as those terms have in the Contract.

1. **Payment.** Owner agrees to pay the Contract Price for the Project as and when required in the Contract. If Owner fails to pay the Contract Price, or any installment thereof, within ten (10) days after the date the same is due and payable, Owner shall automatically be assessed and shall pay a late charge equivalent to three percent (3%) of the amount of such late payment, together with interest on such late payment at the lower of the maximum rate allowed by applicable law or the rate of eighteen percent (18%) per annum.
2. **Changes.** Except for substitutions, as described below in this paragraph, any alteration or modification to the Project must be documented and approved by Summit Fire Protection and Owner by a written change order signed by Summit Fire Protection and Owner. Summit Fire Protection reserves the right to require Owner to pay for all change order items (labor, equipment and any other materials) at the time of signing the change order. In the event of discontinuations, changes or the unavailability of specific equipment or materials described in the Specifications, Summit Fire Protection will have the right to substitute equipment and materials with substantially similar quality and features; provided, however, that if the replacement items are more expensive, then Summit Fire Protection shall notify Owner and Owner may elect whether to pay the additional expense (as an increase to the Contract Price) or to modify the Proposal to include less expensive items, if available, that would not increase the Contract Price.
3. **Limited Warranty.** All materials and labor supplied by Summit Fire Protection will be warranted for one (1) year from the date of completion of the Project. Upon request, Summit Fire Protection will supply a signed warranty letter to Owner, which states the completion date of the Project and the warranty termination date. Certain equipment may include manufacturer's warranties. Summit Fire Protection provides no additional warranty on such equipment. Owner shall have the right to seek enforcement of any such manufacturer's warranty. Summit Fire Protection shall have no obligation to seek enforcement of any such manufacturer's warranty against the manufacturer. Any labor or other services requested by Owner of Summit Fire Protection in connection with Summit Fire Protection's warranty after the one (1) year warranty termination date shall be paid by Owner to Summit Fire Protection based on Summit Fire Protection's standard fees and charges at the time. No other express or implied warranties are made by Summit Fire Protection. Summit Fire Protection's warranty shall not apply with respect to misuse, abuse or any use that is not in conformity with all applicable specifications and instructions. Except as specifically set forth in this Contract, Summit Fire Protection, and/or its agents and representatives makes no warranty or representation, express or implied, with respect to use, construction standards, workmanship, materials, merchantability or fitness for a particular purpose.
4. **Taxes.** Any taxes or other governmental charges related to the Project shall be paid by Owner to Summit Fire Protection and shall be in addition to the Contract Price. In addition, if any fees or permits (such as one or more building permits) are required in connection with the Project, Owner shall secure and pay for any such fees and permits, the cost of which shall be in addition to the Contract Price.
5. **Unavoidable Delays.** To the extent any time period for performance by Summit Fire Protection applies, Summit Fire Protection shall not be responsible for any delays due to federal, state or municipal actions or regulations, strikes or other labor shortages, equipment or other materials delays or shortages, acts or omissions of Owner, or any other events or causes beyond the control of Summit Fire Protection.
6. **Access.** Owner shall allow Summit Fire Protection to have reasonable access to the job site to allow the completion of the Project on the dates and at the times requested by Summit Fire Protection personnel.
7. **Risk of Loss.** Risk of loss shall pass to Owner at the time the equipment and other materials that are part of the Project are delivered to the job site. This means that, for example, in the event of damage or destruction due to casualty, or in the event of theft, Owner shall be responsible for payment for such equipment and materials even if the Project has not been completed. Title to the equipment and other materials shall be held by Summit Fire Protection until payment in full of the Contract Price, at which time title shall pass to Owner. Summit Fire Protection shall have the right to remove the equipment and other materials that are a part of the Project if payment of the full Contract Price is not made by Owner immediately upon completion of the Project. That right shall be in addition to, and not in limitation of, Summit Fire Protection other rights and remedies.
8. **Limitation of Liability and Remedies.** The Project is not an insurance policy or a substitute for an insurance policy. In the event of any breach, default or negligence by Summit Fire Protection under this Contract, Owner agrees that the maximum liability of Summit Fire Protection shall not exceed an amount equal to the Contract Price. Owner expressly waives any right to make any claim in excess of that amount. Further, Owner waives any right to any claims for punitive, exemplary or consequential damages. Owner shall provide Summit Fire Protection with reasonable notice of any claim and a reasonable opportunity to cure the alleged breach or default. Owner shall indemnify, defend and hold Summit Fire Protection harmless from and against claims, actions, costs and expenses, including reasonable legal fees and costs, arising out of any injury, death or damage occurring on or about the job site unless caused by the gross negligence or willful misconduct of Summit Fire Protection.
9. **Owner's Failure to Pay.** If Owner fails to pay any amount due to Summit Fire Protection as and when required, Summit Fire Protection shall have the right, but not the obligation, to immediately stop work on the Project and Summit Fire Protection may pursue any and all available remedies, including the right to place a lien against the Project site. In addition, Owner shall be obligated to reimburse Summit Fire Protection for reasonable legal fees and costs incurred by Summit Fire Protection in the enforcement of this Contract.
10. **Binding Arbitration Agreement.** Except as otherwise set forth in Section 10 above, in the event of any dispute between Owner and Summit Fire Protection, whether during the performance of the work and services contemplated under this Contract or after, Owner and Summit Fire Protection agree to negotiate in good faith towards the resolution of the dispute. If Owner and Summit Fire Protection are unable to resolve the dispute within twenty (20) days after the date the dispute arises, then Owner and Summit Fire Protection agree to resolve the dispute through binding arbitration. All disputes arising out of or relating to this Contract including, without limitation, claims relating to the formation, performance or interpretation of this Contract, and claims of negligence, breach of contract and breach of warranty, which are not resolved either through direct negotiation as provided above, shall be resolved by binding arbitration under the Construction Industry Arbitration Rules of the American Arbitration Association then in effect. This arbitration agreement will be governed by the Federal Arbitration Act and the Minnesota Uniform Arbitration Act. Arbitration will be commenced by written demand for arbitration filed with the American Arbitration Association and the notice of filing, together with a copy of the written demand for arbitration, be provided to the other party in accordance with the notice provisions of this Contract. However, no arbitration or legal action will be commenced following expiration of the application statute of limitations or repose. Judgment on the arbitration award will be confirmed in any court with jurisdiction. Owner and Summit Fire Protection agree that any subcontractor, material supplier, or sub-subcontractor may be made a party to the arbitration proceeding. Venue for the arbitration will be Ramsey County, Minnesota. Summit Fire Protection expressly reserves all mechanics lien rights under Chapter 514 of the Minnesota Statutes and may take such other legal action as is needed to perfect such rights. The provisions contained in this paragraph will survive the completion of construction and termination of this Contract.
11. **Miscellaneous.** The headings used herein are for convenience only and are not to be used in interpreting this Contract. This Contract shall be construed, enforced and interpreted under the laws of the State of Minnesota. This Contract may not be modified, amended or changed orally, but only by an agreement in writing signed by the parties hereto. Neither party shall be deemed to have waived any rights under this Contract unless such waiver is given in writing and signed by such party. If any provision of this Contract is invalid or unenforceable, such provision shall be deemed to be modified to be within the limits of enforceability or validity, if feasible; however, if the offending provision cannot be so modified, it shall be stricken and all other provisions of this Contract in all other respects shall remain valid and enforceable. This Contract is not assignable by Owner. This Contract is the entire agreement between the parties regarding the subject matter of this Contract; any prior or simultaneous oral or written agreement regarding the subject matter hereof is superseded by this Contract.

Traverse City: 1798 Northern Star Drive | Traverse City, MI 49696 | Tel: 231.947.6035 | Fax: 231.947.6153

Corporate: 575 Minnehaha Avenue W. | Saint Paul, MN 55103 | Tel: 651.251.1880 | Fax: 651.251.1879

www.summitfire.com



4576 US 31 South.
Traverse City, MI. 49685
Phone (231) 675-9254
Fax (616) 735-2330

Thursday, May 11th, 2023

Benzie County - Government Center Fire System Upgrade

Total Fire and Security is pleased to submit our Fire Alarm Proposal for the project referenced above. This proposal is for installing new fire devices, and connecting to the existing panel. Any additional equipment or changes required by the AHJ, architect, or customer for the proposed system(s) will be at an additional cost.

Bill of Material

Fire Alarm Control Panel

1 EXISTING - Edwards iO500 Control Panel

Programming for this panel will have to be done by Summit

Fire Alarm Initiating Devices

1 Heat Detector
8 Smoke Detectors
4 Pull Stations

Fire Alarm Notification Appliances

8 Horn Strobes
1 Power Supply
1 Synchronization Module

Fire Alarm Labor and Fees

Necessary Engineering Labor
Necessary Programming and Testing Labor
Necessary Submittals and Drawings

- This proposal is for adding onto the existing Edwards Fire Alarm system. Any devices above and beyond will be added at an additional cost.
- Programming the installed equipment will need to be provided by Summit.
- This proposal includes a 1-year warranty. Proposal valid for 90 days.

Fire Alarm – Install and Test ----- \$ 8,500.00

Optional Alarm & Extinguisher Testing:

Alarm = \$420.00 year Extinguisher= \$370.00 year

Memorandum



To: Board of Commission

From: Katie Zeits, County Administrator *Katie Zeits*

Date: June 8, 2023

Subject: **Netlink Copy Machine Lease**

Benzie County works with Netlink to provide copy machines for general operating use and similar to other departments, the Prosecutor's Office Lease is now coming to an end.

I recommend the Board approve an extension to the lease for a copy machine for Prosecutor's Office use with an enhanced scanner feature for transitioning to a paperless office.

Recommended Motion:

That the Board of Commissioners approves a five-year lease agreement with NetLink Business Solutions for a Sharp Advanced Copy Machine for Prosecutor's Office operational use and authorizes the Chair to sign.



6005 E. Traverse Highway
Traverse City, MI 49684

Lease Proposal
Prepared For
Benzie County Prosecutor
Replacement of MX-2630N Color MFP
Current Lease Payment \$122

5 year Lease

\$ 115.35

Sharp BP-50C26 Color MFP

- 26 Image per Minute
- Copier, Printer, Scanner, Fax
- Enhanced 10.1" Touchscreen Display
- 550 x 550 x 100 Paper Capacity
- Large Capacity Paper Deck (3,000 sheet)
- 1K Stacking 50 Sheet External Staple Finisher
- Reversing Single Pass Scanning up to 80 Images per minute
- 100 Sheet Scan Feed Tray
- Fax Kit

DATA SECURITY KIT

5 year Lease

\$ 138.64

Sharp BP-70C31 Advanced Color MFP

- 31 Image per Minute
- Copier, Printer, Scanner, Fax
- Enhanced 10.1" Touchscreen Display
- Built in Retractable Keyboard
- 550 x 550 x 100 Paper Capacity
- Large Capacity Paper Deck (3,000 sheet)
- 1K Stacking 50 Sheet External Staple Finisher
- Duplexing Single Pass Scanning up to 280 Images per minute
- 300 Sheet Scan Feed Tray
- Embedded Postscript for AirPrint and Apple Products

Fax Kit

DATA SECURITY KIT

Add on Internal Staple Finisher

\$ 14.55

Maintenance Agreement

Maintenance Agreement: Includes all toner, developer, drums, parts & Labor
Everything but Paper and Staples

Est. Volume			
24,000	Black & White images	0.008	\$ 192
3,000	Color Images	0.045	\$ 135

MA Savings yearly savings \$ 102.00

Memorandum



To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: June 8, 2023

Subject: **Budget Amendment – Building Department**

The Building Department, in the mechanical inspector services division, the budget missed the mark. Therefore, in order to make payments, we need to recognize both the added revenue and expenditure; we have more revenue than budgeted resulting in additional expenditures.

RECOMMENDATION:

That the Board of Commissioners approves the budget amendment in the amount of \$28,000 recognizing additional revenue and expenditure for the Building Department Fund, Mechanical Inspector.

Commissioner Reports

Art Jeannot
Commissioner Report
June 13, 2023

- **6/1 – Lake Township**
 - The Township is ready to write checks for the public safety tower and Point Betsie. At their request I have connected them with county administration for direction.
- **6/8 – Platte Township**
 - I have been contacted by township residents expressing concerns with the Benzonia/Platte Township Joint Planning Commission (WBJPC). Their concerns appear to be oversight of the Sunkissed Hills development and how the Commission has managed this. More information will be provided in future reports if appropriate.
- **6/12 – Almira Township**
 - I will report any relevant information at our meeting.

Rhonda Nye
District IV – Benzonia Township
Commissioner Report
June 13, 2023

May 23 – Networks Northwest Master Plan Update

- New census data added
- Reviewed and discussed suggested edits

May 24 – Benzie Leelanau District Health Department Board

- Due to elimination of the family planning program and an adequate fund balance, FY 2024 budget request will not be increased.
- Discussion regarding the legislation that would require mandatory five-year septic inspection; implementation would be extremely problematic for our health department i.e. cost to implement, additional staff needed, safety of staff and compliance enforcement concerns.
- Leelanau basement remodel plan has been pared down in an effort to obtain bids within budget.
- After meeting with partners at the Benzie building, plans to add on to that building will not move forward.

May 31 – Crystal Lake Watershed Association Land Use Committee

- Meeting requested to discuss Sunkissed Development and identify gaps in various entities permitting processes that could be improved to protect our area lakes, specifically Crystal Lake.

June 5 – Village of Benzonia

- Japanese knotweed has been identified in various places within the village. Discussion regarding the invasion nature of this plant especially if disturbed; has potential to damage infrastructure.
- Approved the purchase of a zero turn mower to maintain village property.
- Board considered a requests for short term rental payment refund and forgiveness of an unpaid water bill. Both requests denied.
- Four people needed for the formation of a Wellhead Protection Program Committee, 2 seats filled and two remain open.

June 5 – Benzie Central Board

- Fiscal update given by Justin Westin, Director of Finance. Benzie projected to have 30% fund balance at year end and will be moving forward with a Headlee renewal of their non-homestead operating millage.
- Educational Foundation will be dissolving and will be absorbed by the Grand Traverse Regional Foundation. All existing funds will be donated to the GTRF for the benefit of Benzie Central students.
- Offer to purchase received for the old bus garage and adjacent property, offer would allow Benzie to continue to use bus garage for one year for \$1.00/month and could be re-negotiated at the year end. Board interested but will need time to consider.
- Offer to purchase received for Crystal Lake Elementary School. Board had lengthy discussion regarding several options for the school including:

- Selling to BWAC
 - Selling a portion of the property and retaining a portion to convert to housing
 - Listing the school or requesting RFP's for sale
 - Demolishing building and allow building trades to develop property – perhaps four houses
- Discussion will continue at next meeting.
- Approved Letter of Agreement – Effective/Highly Effective Bonus in the amount of 150/250.

June 7 – Land Bank

- Report will be given at BOC meeting.

June 8 – Centra Wellness Board

- Report will be given at BOC meeting.

Tammy Bowers

From: Gary Sauer
Sent: Wednesday, June 7, 2023 10:22 AM
To: Tammy Bowers
Subject: Commissioner Report District 7

5-24 Health Department. No increase in county match this year. State wide septic ordinance being looked at in Lansing

5-25 Road Commission. Brining completed. Perusing brownfield grant for demolition of Platte River school.

5-25 Maples DHHS. Rolling reviews for clients of DHHS no look back. Pay to train Cena's for jobs at the Maples, traveling nurses and cena's huge extra cost.

5-31 MCWCF meeting. Training by attorney on current legal requirements. Investments doing well. Concerns with current Lansing group expanding workers comp claims in favor of individuals filing.

6-1 Blaine township. Update from Frankfort district library. Discussion with a local road issue.

6-5 Mac ag and tourism. Approved changes to platform. John Yellich spoke regarding aquifer's and a study done in Branch county and the effects from farming. Actually very little effects.

Sent from my iPad



13 June 23

Commissioner Cunningham, District 3

kcunningham@benzieco.net

231.822.4067

Attended/Presented

- 16 May Frankfort City Council, discussed Golf Cart ordinance.
CLTwp, broadcasted for the first time.
- 17 May Benzie Chamber
Point Betsie
- 23 May BoC voted on Strategies document for 23-24, 5 votes yes, 1 vote no, 1 absent.
The Maples Dir. Loop presented ratings of the facility, over all highly rated above 'like' facilities.
- 24 May Human Services Coalition Benzie, annual meeting.
Fire Dept drone rescue demonstration TV 7 and 4.
- 25 May attended The Maples meeting.
Airport Authority, will coordinate with Chief Cederholm concerning the drone.

Community

- FEAS groundbreaking.
- Point Betsie: Open House 6 May, 10am- 4pm.
- Frankfort, golf cart hearing
- Kinship Coalition: planning a Benzie meeting in June, purpose to establish a monthly support meeting.
- Writing a description for a "liaison".
- Veterans Inspiring Veterans Art Show board site visit. Toured Land Grant housing on "Jay's Place". Planning on Frankfort Business Accelerator Task Force, MIHQ. Interview about Biochar.
- Assorted meetings and emails with constituents, as it relates to county information, concerns and strategies.

Recommended reading: the Strategies document from the 23 May 23 Board of Commissioner packet.

Tim Markey
Commissioner Report
June 13, 2023

June 05th thru June 7th – CMHA of MI (Community Mental Health Association of Michigan) Annual Summer Conference

- Mostly normal congerence stuff, like workshops for social workers to get their continued education credits. I did attend the “What We Wish We Didn’t Know About Cannabis” workshop. Talked mostly on terminology, access and how adult normals translate to child normals. What you see is what you do.
- There was a presentation from Michigan Department of Health & Human Services, Bereau of Children’s Coordinated Health Policy & Supports on what it is they do and how to engage services. One take away is that they are looking at the local CMH’s to do child placement which is a function of Child protective services. I do believe that this is in the planning stage and might not happen.

June 8th – Centra Wellness Network Board

- Will provide updates as I see necessary

**County
Administrator
Report**

STUDY

SESSION

THE BENZIE COUNTY BOARD OF COMMISSIONERS
STUDY SESSION
May 9, 2023

The Benzie County Board of Commissioners met as a Study Session on Tuesday, May 9, 2023, in the Frank Walterhouse Board Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Vice Chair Rhonda Nye at 1:30 p.m.

Present were: Commissioners Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke

The Pledge of Allegiance was recited.

Agenda:

Motion by Roelofs, seconded by Cunningham, to approve the agenda as presented. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Minutes:

Motion by Sauer, seconded by Warsecke, to approve the Study Session minutes of April 11, 2023, as presented. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

1:32 p.m. Public Comment

Karen Mallon, Victim Advocate for the Prosecutor's office, stated that she has worked for the county for almost 11 years. She asks that the Board be mindful of implementing a benefit program that at its inception and introduction systematically rules out almost 95% of the county employees. A benefit program should be all inclusive. I'm sure the Sheriff's Office employees, Police Officers, Corrections Officers, and Dispatch employees would like to participate in the Infant in the Workplace program.

Sonya Potts, states that she works in Benzie County, but does not live here. I would like you to think about the Infant in the Workplace Program. New mothers are kind of hairy at the beginning. I do not know how they can do a quality work product if they are consistently dealing with a crying baby. It would also affect the outline offices, as we can hear what is going on outside the walls of the office. I do not see how it can benefit everyone. Any change to benefit employees should benefit all employees not just a few.

1:35 p.m. Public Comment closed.

Human Resources:

Jackie Palfey – presented the written HR Update report and was available to answer any questions.

Topics for Continued Discussion:

- a. Goal Setting/Strategic Plan: Katie Zeits stated that she had taken all the emails and information that has been provided over the last few meetings and put them into this Strategic Priorities Goals and Action document. Would like to know how you feel about this document, any changes you would like to see, anything missed, or do you like it as is. Discussion was held and it was decided that this document would move forward to the May 23, 2023, Board of Commissioners meeting for adoption, with the changes that were discussed.

Study Session

Page 2 of 2

May 9, 2023

- b. Discussion on bundling millage requests: Commissioners provided their input on which millage make sense to bundle. It was also discussed Headlee re-set versus Headlee override, and the Tax Advisory Committee versus a Tax Allocation Board. It was the consensus that the goal is Headlee re-set. Based on what is being heard today, Katie will put together hypothetical numbers, regarding the county and the township, on how this will affect the taxpayers. This discussion will be continued.
- c. Discussion regarding Infant in the Workplace program. Katie Zeits presented the Infant in The Workplace Policy. Discussion was held and it was decided that a survey will be developed and distributed to the county employees to see how they feel about this policy. This matter will come back once the survey is completed.

3:04 p.m. Public Comment

Mary Robling, Frankfort, is in favor of Headlee re-set and feel it will benefit us going forward. There used to be regular articles in the local newspaper updating the public on what is going on at the Commissioners meetings. Need to find someone with writing skills to start this again. Thank you for your service.

3:08 p.m. Karen Mallon, Homestead Township, stated that she represents 8 employees that have concerns about this, but were too afraid to come because of repercussions for not looking to agree with this. What I don't like is a benefit offered that 95% of employees are excluded from. I lost good benefits when forced to join the union. Need to look at how it affects the county employees. Hope you look at all those people up the hill that services this county 24 hours a day, that will never be able to participate in this.

3:10 p.m. Public Comment closed.

Motion by Roelofs, seconded by Markey, to adjourn at 3:11 p.m. Ayes: Cunningham, Jeannot, Markey, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Rhonda Nye, Vice Chair (BOC)

Tammy Bowers, Benzie County Clerk

Committee Appointments

Subject: FW: Parks Director Feasibility Study
Attachments: Benzie Parks Rec Director Feasibility Study_060823_reduced.pdf

From: Edward Hoogterp <EHoogterp@benzieco.net>
Sent: Thursday, June 8, 2023 2:31 PM
To: Katelyn Zeits <kzeits@benzieco.net>
Cc: Roselie Roelofs <RRoelofs@benzieco.net>; charleskraus@gmail.com <charleskraus@gmail.com>
Subject: Parks Director Feasibility Study

To Benzie County Administrator and Board of Commissioners

Attached, please find the Parks and Recreation Director feasibility study, which was accomplished through a Board of Commissioners' allocation in the current fiscal year. Networks Northwest is to review the study with the Parks and Recreation Commission on June 12.

The document details potential job descriptions and budget implications of a Parks and Recreation Director position. Major responsibilities would likely include:

- Communication and collaboration with other park/recreation providers in the county
- Administration of all elements of grant writing and administration
- Management of county park properties
- Recreation programming
- Planning for future needs

I look forward to the opportunity to present printed copies of the plan to the Board of Commissioners on June 13, and I will be able to answer questions at that time.

Thank you for your consideration.

Ed Hoogterp, chair,
Benzie County Parks and Recreation Commission

Edward Hoogterp
Benzie County Drain Commissioner
(231) 882-4932

Benzie County Parks & Recreation Director Feasibility Study



June, 2023

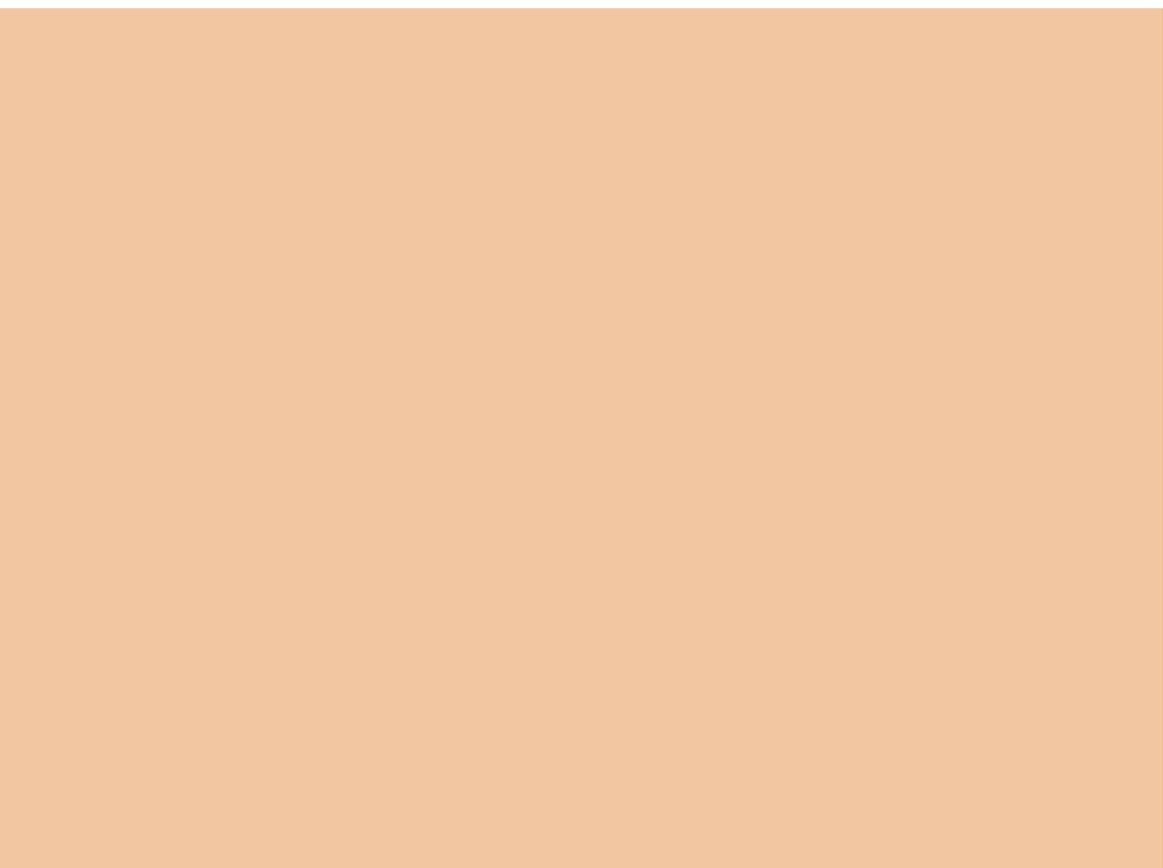


Table of Contents

1	Introduction	2
2	Out-of-Region Stakeholder Interviews	6
3	Budget & Organizational Structure Recommendations	20
4	Sample Job Descriptions	26
5	On the Job - Helpful Resources	35



Executive Summary

The Benzie County Parks & Recreation Commission approached planners at Networks Northwest in winter, 2023 asking for assistance to assess the feasibility for the County to hire and maintain a Parks & Recreation Director. The impetus behind this goal is to have a thriving, sustainable collection of recreation sites throughout the area. Benzie County features an abundance of recreation offerings to its residents and visitors, yet the entities managing these sites are often not working as collaboratively as they could be; the intent, therefore, is to hire a Parks & Recreation Director to oversee this coordination amongst other potential goals and responsibilities described throughout this plan.

A key problem, as noted by the County's Parks & Recreation Commission, is that at the time of this writing there is little coordination between the various entities providing recreation facilities and programming in Benzie. There are actors at the federal, state, county, township, village, city, land conservancy, non-profit and private level, all working to make up a robust recreation culture. With the addition of a Parks & Recreation Director or Recreation Department, the County could play a key role in establishing collaborative relationships amongst all of these entities. Additionally, the County would then be in a stronger position to help expand and improve recreation opportunities throughout Benzie, greatly serving members of the public in doing so.

Therefore, this plan serves two main roles. First, it provides a technical understanding of the County's ability to hire and maintain parks & recreation staff. Second, it provides information useful to an eventual parks & recreation staff member to help this person carry out his or her role successfully in the early stages of this position's inception (Chapter 5).

The planning team from Networks Northwest arrived at the recommendations found in Chapters 3 and 4 by first, surveying recreation entities throughout Benzie to understand their perceptions around a proposed county recreation department. Second, the planning team interviewed 4 Michigan counties with recreation departments of varying sizes and makeups, in addition to interviews with the Michigan Department of Natural Resources and Michigan State University Extension. The planning team then reviewed each interviewee county's budget to understand their expenditures and revenues. The key recommendations and takeaways from this planning process can be found on the right side of this page.

Key Recommendations and Takeaways

The cost to hire a Parks & Recreation Director with a base salary of \$75,000 with benefits is around \$112,000 annually.

Benzie County stakeholders in recreation were primarily wanting a new Parks & Recreation Director to assist with fostering collaborative relationships, grant writing/fundraising and expanding recreation options.

While costly to operate, other counties use campground rentals and park fees to generate revenue that offsets expenditures.

Multiple county parks & recreation directors recommended that a new Benzie Parks & Recreation Director not compete with existing recreation opportunities, if those opportunities are already affordable and widely accessible.

The Benzie County Parks & Recreation Commission should have ongoing communication with local municipalities on the strategic goals and benefits of a staffed Parks & Recreation Director at the county level if they hope to get buy-in across Benzie.

A candidate for the Parks & Recreation Director position should have 5-7 years of experience in management and a background in recreation, including knowledge in grant writing, facilities management, financial management and media relations.

1 Introduction

The Uniqueness of Benzie

Benzie County is a unique recreation destination compared to other counties throughout Michigan, and even compared to nearby communities in the northwest Michigan region. This uniqueness draws from the fact that there are so many players in the recreation space within Benzie. There are federal actors (Sleeping Bear Dunes National Lakeshore); the State of Michigan manages lake and river access sites, campgrounds, forest lands and motorized trails; the Grand Traverse Regional Land Conservancy manages nature preserves; the local units of government manage local parks and non-profit groups like Friends of Sleeping Bear Dunes and Friends of the Betsie Valley Trail have mission-specific interests. These are all in addition to the many privately-owned cultural experiences found in Benzie.

Even youth sports programming can involve collaboration between entities. For example, the local youth soccer league is managed by MSU Extension's 4-H program on township-owned land. In essence, Benzie County has a successful and plentiful conglomeration of actors contributing to the area's rich natural and cultural assets. While this system seems to work well presently, the Benzie County Parks & Recreation Commission seeks to understand 1) how a staffed Parks & Recreation Director at the county level could enhance these collaborative partnerships, 2) gain a clear understanding of the organizational and budgeting requirements that such a position would entail, and 3) to have a cohesive document in addition to the Benzie County Recreation and Cultural Plan that a newly hired Parks & Recreation Director could use in gaining a clear picture of the county's various recreation offerings.

The following pages provide a brief summary of the important benefits that a County Parks & Recreation Director could provide in Benzie.

What Can be Gained by Adding a Staffed Parks & Recreation Director Position

Collaboration Across the County

Recreation does not start or stop at municipal boundaries. A county-wide Parks & Recreation Director can help to facilitate consensus-building amongst stakeholders, reduce redundancies and ensure that various entities are not working in silos. This work would help to reduce costs county-wide and ensure that recreation planning and implementation are taking place in a coordinated manner.

Economic Impact

Described later in this report, Benzie County's tourism visitation is robust and is a key part of the area's local economy. A vibrant and well-marketed recreation program attracts visitors from both within and outside the county, which has direct and indirect benefits to local businesses. Events, tournaments and natural areas often generate revenue through hotel stays, dining, and other related expenditures. Additionally, well-maintained and accessible recreation infrastructure can increase property values, attract related businesses and bring in year-round residents and tourists.

Improved Facility Management

A dedicated Parks & Recreation Director is useful in the management of recreational facilities by ensuring that maintenance is ongoing and incremental rather than reactive. For example, it is much more expensive to replace something that is completely broken than to consistently manage minor repairs. In addition, the Parks & Recreation Director can dedicate resources to adapting recreation facilities based on changes in user demographics (tennis courts to pickleball, for example) and can adapt scale to accommodate usage. Well-maintained and accessible facilities contribute to a safer and more enjoyable recreational experience for the community.

Improved Community Health

Recreation plays a vital role in promoting physical and mental well-being. By having a dedicated Parks & Recreation Director, Benzie County can offer a wide range of facilities, sports programs and fitness classes that encourage active lifestyles specific to local demographics and recreation interests. This would help combat sedentary behavior, obesity and related health issues, ultimately leading to healthier and happier residents.

Youth Development and Education

Recreation activities offer valuable learning experiences for children and adolescents. One cannot understate the importance of sports programs, educational experiences and exposure to nature for young people. A Parks & Recreation Director can develop and oversee youth programs that provide educational opportunities, skill-building activities and mentoring. These programs instill important values such as teamwork, leadership and discipline, preparing young individuals for future success.

What Can be Gained by Adding a Staffed Parks & Recreation Director Position

Community Engagement and Social Cohesion

Recreation programs provide opportunities for people to come together, socialize and form bonds. A Parks & Recreation Director facilitates community engagement by organizing events such as festivals, concerts and sports tournaments, creating a sense of belonging and the ability to form social networks among residents. This has the ability to foster stronger community relationships and encourages civic participation.

Environmental Stewardship

Many recreational activities take place in natural settings, such as parks, trails and waterfronts. A Parks & Recreation Director can promote environmental conservation and sustainability by organizing clean-up initiatives, educational workshops, and eco-friendly practices within recreation facilities. This instills a sense of environmental responsibility and encourages residents to appreciate and protect their natural surroundings. Additionally, the public can often prove to be more supportive of ecosystem preservation when these places provide for forms of passive recreation such as hiking, jogging or bird watching.

Seasonal Population

Benzie County, despite having a small rural geography, shifts drastically throughout the year. According to 2020 US Census data, the county's full-time population is 17,970. However, Benzie is a destination location for tourists year-round, and these visitation numbers increase dramatically in the summer months. The table and figure on the next page describe this phenomenon. Even in February, around 30% of Benzie's population is made up of overnight visitors. In July, the amount of overnight visitors is nearly double the number of full-time residents. This data highlights the immense contribution that tourism has on Benzie's local economy. It also provides some challenges. First, communities with large tourism visitation need to consider the importance of eco-tourism. This means managing natural resources in a way that is sustainable. Overvisitation, inattention to upkeep needs and inappropriate uses in certain natural areas can be detrimental to the longevity of the community's natural recreation assets. This will be an important concept for a Parks & Recreation Director to plan for in Benzie County. The director and the commission will need to assess Benzie's assets, their annual use and the need to expand or regulate access to certain areas in order to ensure that the places that make Benzie unique are successfully managed for years to come.

From the Seasonal Population Study for Northwest Lower Michigan:

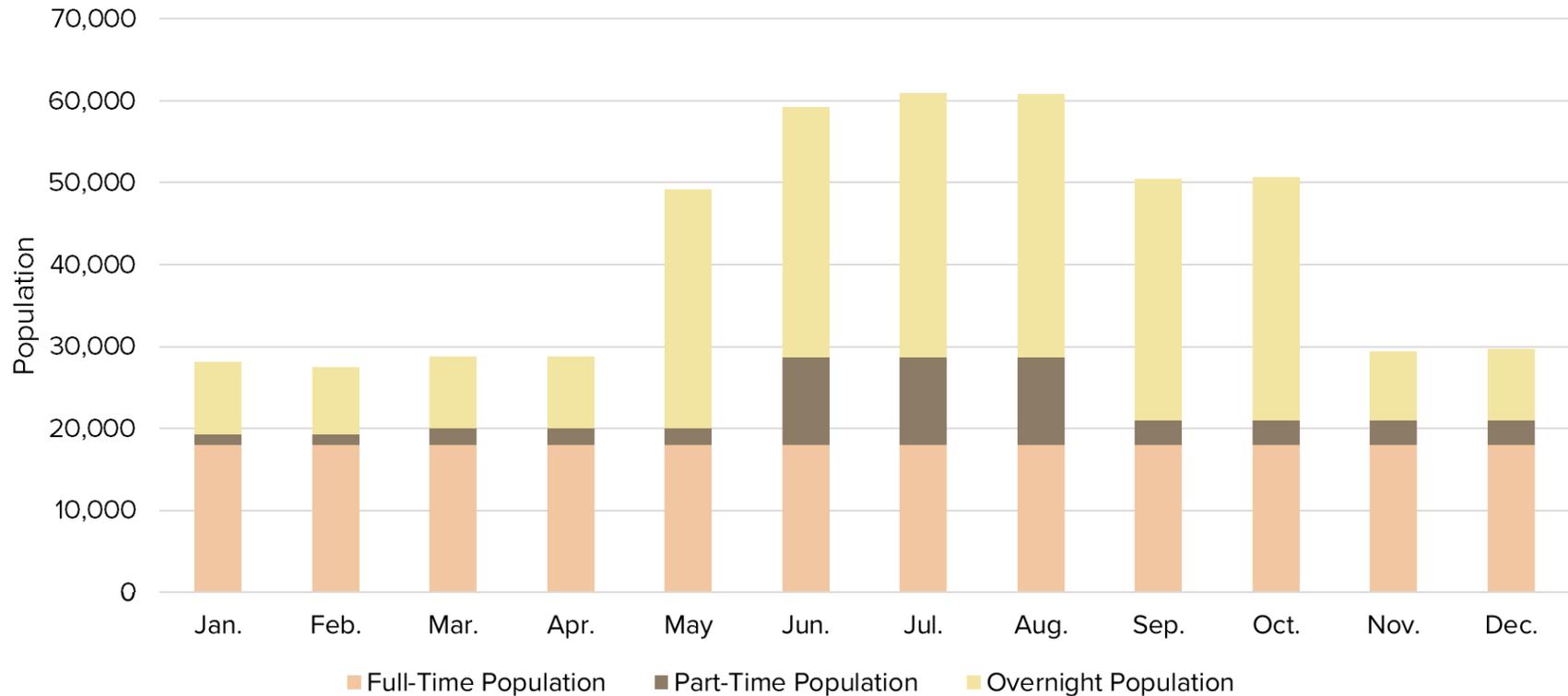
“With a permanent population of 17,970, Benzie County is one of the smallest counties in the region in population. However, in the month of July, when accounting for the second-home owners and overnight visitors, Benzie County becomes the third-most populous county in the region. The substantial increase in population is primarily driven by visitors staying in accommodation businesses like campgrounds, hotels, and motels. Those staying in STRs also contribute to the boom in overnight visitors, but they only account for roughly 14% of the total overnight visitors in the month of July. For half the year, the overnight visitor population is larger than the permanent population and second-home population combined. Benzie County's seasonal labor force never accounts for more than 10% of the labor force at any point in the year and is aligned with the regional averages.”

Source: Seasonal Population Study for Northwest Lower Michigan, 2022

Seasonal Population, Benzie County

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg.
Full-Time Population	17,970	17,970	17,970	17,970	17,970	17,970	17,970	17,970	17,970	17,970	17,970	17,970	17,970
Part-Time Population	1,338	1,338	2,008	2,008	2,008	10,708	10,708	10,708	3,012	3,012	3,012	3,012	4,406
Overnight Population	8,804	8,226	8,755	8,845	29,251	30,600	32,227	32,136	29,513	29,713	8,409	8,717	19,600
Accommodations	7,227	6,530	7,204	7,196	25,994	26,340	27,687	27,487	25,836	26,270	7,066	7,244	16,840
Short-term Rentals	1,577	1,696	1,551	1,649	3,256	4,259	4,539	4,648	3,677	3,443	1,344	1,473	2,759
Total	28,112	27,535	28,733	28,823	49,228	59,278	60,904	60,814	50,495	50,694	29,391	29,699	41,975

Population Breakdown, Benzie County





2 Out-of-Region Stakeholder Interviews

As part of this feasibility study, planners at Networks Northwest interviewed 4 counties with existing recreation departments (Bay, Emmet, Isabella, Marquette). These interviews sought to understand the day-to-day activities of these departments, their associated expenditures and revenues, the types of programs and facilities they manage and how this department fits into the county’s organizational structure. This information, in addition to the subsequent budget analyses, helped form the recommendations to Benzie County found throughout this plan.

In addition to the 4 aforementioned counties, the planning team also interviewed 2 grant coordinators at the Michigan Department of Natural Resources, as well as an MSUExtension land use educator located in northwest Michigan. One of the primary roles played by those currently tasked with recreation facility management in Benzie County, namely local units of government, is the ability to apply for and manage grants. Many counties throughout the state, including those with a staffed Parks & Recreation Director, apply for DNR recreation grants for the county and for local municipalities. For this reason, the planning team wanted to ascertain from the grant coordinators themselves what they perceive as the benefits and drawbacks of having a Parks & Recreation Director at the county level. Similarly, the planning team sought an MSUExtension representative’s input because of her experience researching and teaching on land use and governance topics throughout west Michigan’s shoreline communities.

Please note that responses are paraphrased for readability, consistent formatting and to help focus key ideas.

Key Takeaways

It is important to budget for off-seasons. Just because tourism visitation is down, you still have costs.

Bay County operates year-round facilities: golf course in the summer and ice arena in the winter, for example

The Recreation Director in Bay County is “big picture”, administrative oversight of a team.

Don't compete with services that are offered privately if those private services are reasonably affordable and of good quality.

Please describe your role day-to-day as well as big picture/long-term.

I'm the Director of Recreation & Facilities for Bay County. I oversee the day-to-day operation of: Ice Arena, Golf Course, Community Center, pool, Campground, Fairgrounds and our maintenance team. My job is more administrative, oversight, big picture than not. I have managers at each one of my locations to oversee specific staff, programs, etc.

What is your background? How did you get to your current professional position?

I have a Bachelor of Science in Political science and a masters of science in Administration. I have worked for Bay County for nearly 20 years in various capacities.

How many staff work in your department and what are their roles? What are your hiring requirements for those positions (i.e. what are you looking for)?

In the recreation side of my department we have 10 full-time staff along with around 20 part-time staff members. We also have many summer/temporary staff members.

What programs, facilities and services does your department provide?

Ice Arena – This facility has 2 sheets of ice for anything from public skate, to adult and youth hockey leagues, tournaments, learn to skate lessons, figure skating, speed skating, summer camps, hourly ice rental, birthday parties, etc.



Source: Bay County Area Recreation Plan, 2019-2023

We own and operate a public golf course – 18 holes. We organize outings, leagues and tournaments here.

Community Center – fitness classes, fitness center, room rentals, basketball leagues, volleyball leagues, badminton, pickleball leagues/open play/lessons, drop in, location for baby showers, wedding showers and graduation parties. We host a summer recreation day camp each year as well.

Pool – the municipal pool is used for open swim, swim team practices and swim lessons

Pinconning Park and Campground – This space offers camping

opportunities, including 6 rental cabins, access to the Saginaw Bay, day passes for swimming, a boat launch for water access, trails, gazebo and pavilion rental.

Fairgrounds – The county fairgrounds feature walking trails, the annual County Fair, a horse and livestock barn and a dog park.

Do you have a collaborative relationship with a range of entities (local units of government, volunteer organizations, Michigan State University Extension, State of Michigan, etc.)?

We mainly coordinate with local sports associations and granting agencies. We don't have a lot of just open park land that Bay County owns and operates. That is mostly handled by the City of Bay City and other local municipalities. We do a collaborative county-wide recreation plan each year for the State of Michigan requirements for grants.

What sort of budgetary items would a community creating a recreation department overlook or not consider initially?

One thing I tend to remind people is not to forget about off-season budgeting. For example, you might have very few campers in the dead of winter, but you still have costs during that time when you may not have an influx of revenue. Or at the Civic Arena; it pays to stay open in the summer months because that reduction of revenue helps to cover the continued costs of having a building. Spend time thinking about your off-season.

In terms of having a recreation department at the county level, what works well and what is challenging?

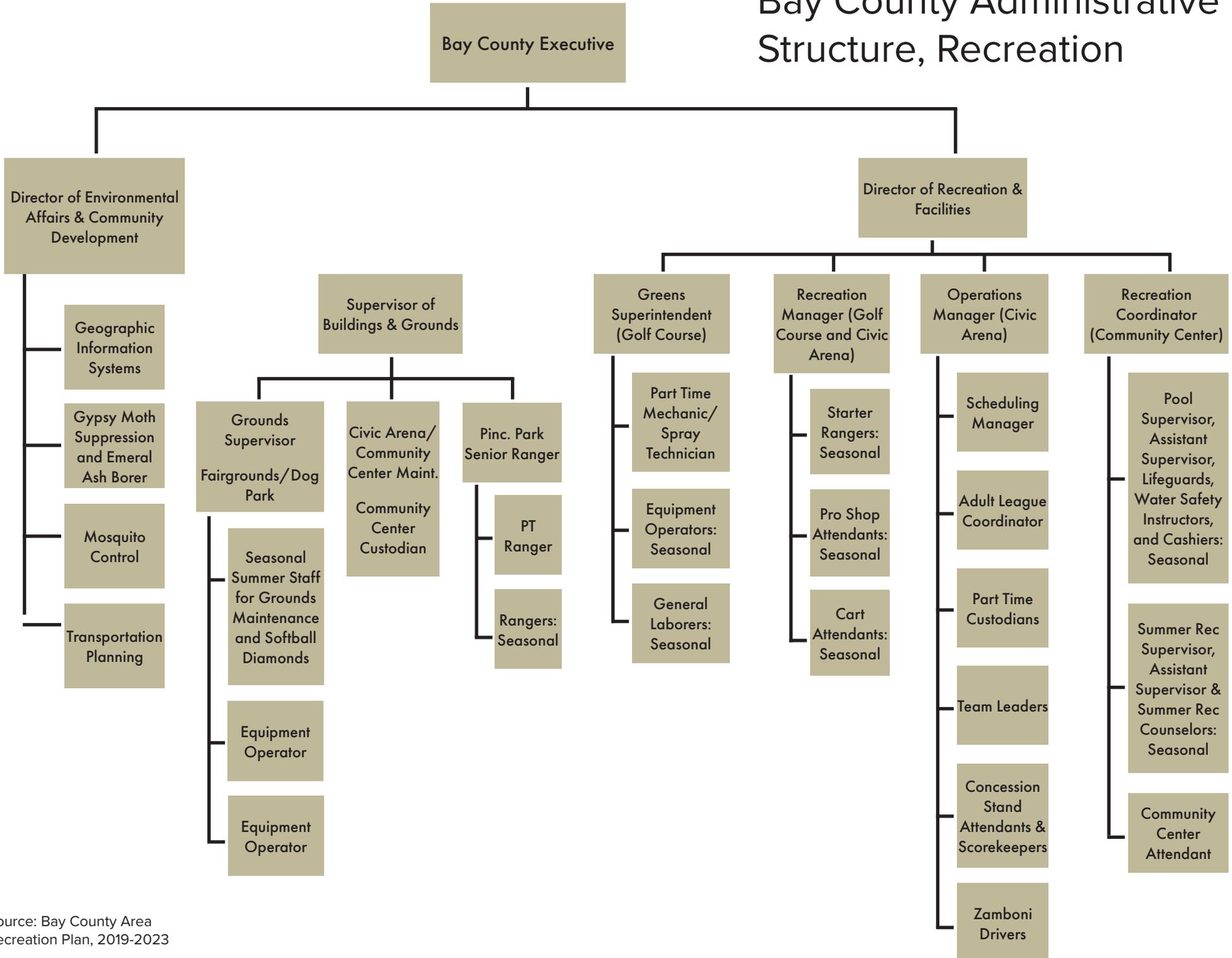
Recreation is not a statutory required service, but it pays off in spades. Economic Development, being an attractive community to live and raise your kids in, and the list goes on. But the challenge is always funding. A lot of recreation departments are primarily made up of parkland. So, it is maintenance, grass cutting, programming and grant writing for playscapes and such. Most of my recreation department, or at least a good chunk of it, is inside a recreation building. So, on top of funding for staffing, programming, etc., there is building maintenance and replacement: new gym floors, new chiller units, etc. That is a challenge: convincing the board that these investments are needed and necessary.

What recommendations would you make for a county starting a recreation department?

Evaluate what you have, make a plan for what you want, and talk to the constituents to determine what they are looking for. There is some value to "build it and they will come" but you want to know what the people want. Also, I would advise not to create competition when there is private industry offering the same service - assuming that private service is satisfactory and affordable. As mentioned before, spend significant time thinking about your off season.

It is our job as government officials to provide services to our constituents. It is our job to do it in the most economic and efficient way possible. But, ultimately, it is not our job to turn a massive profit. I hear a lot of people tell me to "run it like a business". But we are not a business. We are a governmental service to our community. And there is just a difference there. We should attempt to break even. But it isn't the goal to provide recreation to pad the general fund.

Bay County Administrative Structure, Recreation



Source: Bay County Area Recreation Plan, 2019-2023

Emmet County

Interview with Ryan Bauman,
Director of Parks & Recreation, Emmet County

Key Takeaways

Emmet County's Parks & Rec Department has 5 full-time staff members and 24 seasonal workers.

Job duties shift by season. Summer is responding to immediate needs, winter is for planning.

Emmet County's rec department has revenues and expenditures balance at about \$1.2 million in general fund allocations (expenditures) and facility usage (revenues).

Please describe your role day-to-day as well as big picture/long-term.

I'm the Director of Parks & Recreation. My job consists mainly of managing daily activities. These may include the department budget, staff, finances, facility projects, capital improvement projects and planning for the upcoming busy season. I often utilize winter as the planning season, which may also include some programs and events. During the summer it is managing facilities and the high use of the recreation sites; fall consists of taking inventory and planning for next year's budget, and looking ahead to the next projects. Rather than having time to plan, summer is more reactionary day-to-day and responding to immediate needs.

What is your background? How did you get to your current professional position?

Before this I worked with the Boy Scouts as a district director. I started that work out of college. It mostly consisted of coordinating events and programming and recruiting. I ran 4 summer camps. I started with Emmet County in 2019.

How many staff work in your department and what are their roles? What are your hiring requirements for those positions (i.e. what are you looking for)?

We have 5 full-time staff members, which include myself, 1 person for grounds and maintenance, 2 park managers (1 for a campground and one for a dark sky park) and 1 program coordinator. Similar to the first question I answered, each of these positions' duties shift by season - winter is planning, summer is responsive to immediate needs.

During the summer, we hire 24 additional seasonal members. These mainly consist of general park attendants to cut grass, to clean cabins and facilities, a gift shop attendant and custodial workers. We post all positions on Indeed and the county website. We struggled to hire during COVID. Recently, we understood that we needed to hire at a more competitive rate, so we reviewed a wage grid to become more competitive in the labor market. After that study, our 2021 hiring was better in terms of returning staff year to year (around 75%). If you can consistently get the same seasonal employees to return you save on the costs of training needed, as they already have the institutional knowledge.

What programs, facilities and services does your department provide?

We have 1 campground, 1 dark sky preserve, the county fairgrounds, a historic lighthouse/museum and gift shop, Crooked River Loch, as well as 1 unstaffed park. Most of our programming takes place at our dark sky park - the Headlands. We often host experts in the field (telescopes, sky events, educational programming, outreach to the community). These events are free and we provide a program schedule on the county website.

At Camp Petosega we host an ice fishing event, the Father’s Day pancake breakfast, a 5k run, Halloween weekends and a fly fishing event. Our partnerships in the community help to pay for events. The County Parks and Recreation Department (admin) is funded by the county (\$250,000) with the cost of all facilities, programming and staffing at \$1.1 million for 2022. This comes from the county general fund.

Where does the revenue come from? What are you charging for?

We generate revenue from our parks through facility rentals and campsites, etc. Programs are free. We consider programs a service to the community.

Do you have a collaborative relationship with a range of entities (local units of government, volunteer organizations, Michigan State University Extension, State of Michigan, etc.)?

We have many collaborative partnerships. We collaborate with the City of Petoskey on the Easter Egg scramble at the county fairgrounds. We coordinate with the Top of Michigan Trails Council. We host an event with the Friends of Oden Fish Hatchery. We have a tree and plant sale with the Emmet County Conservation District, to name a few.

What sort of budgetary items would a community creating a recreation department overlook or not consider initially?

The amount of facility upkeep and the true cost to maintain everything. It’s important to keep up on capital improvements, and it can be expensive.

In terms of having a recreation department at the county level, what works well and what is challenging?

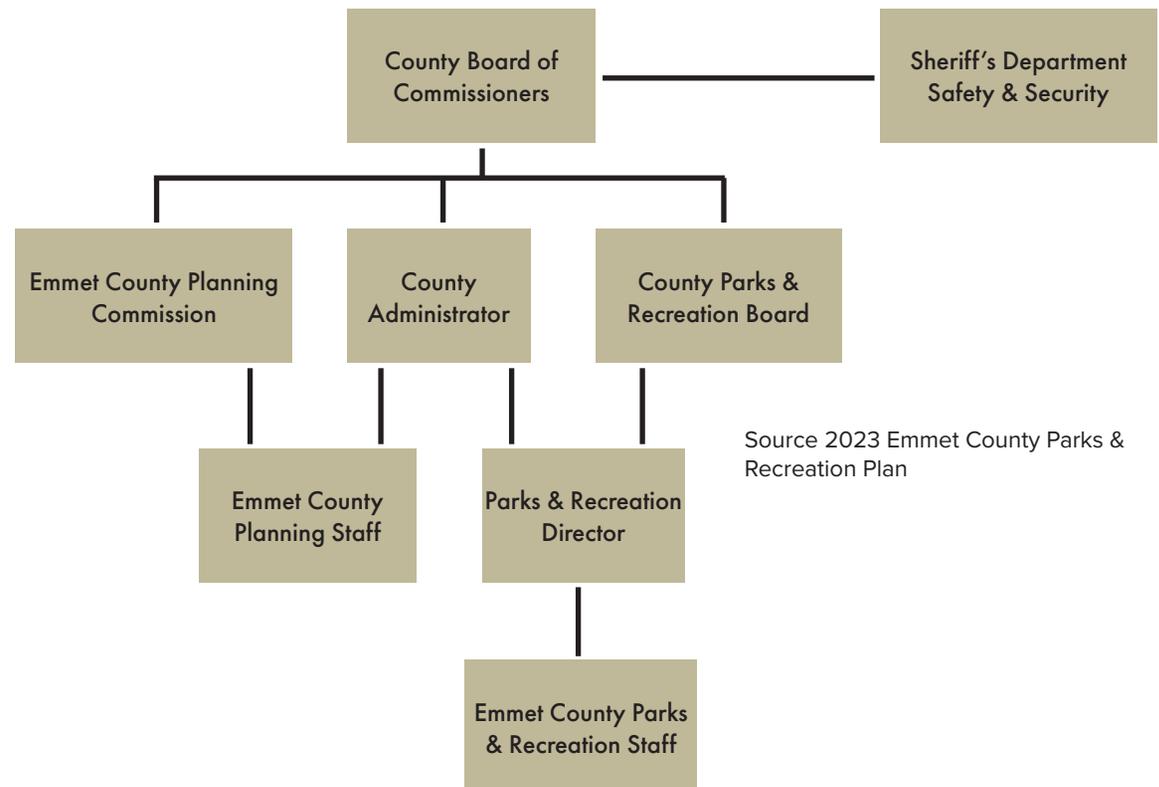
At the county level there are more departments and people, which is a positive because tasks are more specialized.

Everyone is on the same page. One of the challenges is meeting local zoning standards, as it can be difficult to make sure all boxes are checked for recreational uses. Boards and committees can be cumbersome at times.

What recommendations would you make for a county starting a recreation department?

Have an approved recreation and master plan for 2 reasons: 1) to get access to Michigan Department of Natural Resources grants and 2) to have a clear, concise priority list of tasks.

Emmet County Administrative Structure, Recreation



Source 2023 Emmet County Parks & Recreation Plan

Isabella County

Interview with Sue Ann Kopmeyer,
Director of Isabella Parks & Recreation, Isabella County

Key Takeaways

Grant writing is a critical skillset for a Parks & Recreation Director or department to have.

The Parks & Recreation Director, especially when he or she has a staff, needs to be a strong administrator.

The new director in Benzie should review the recreation inventory and strategically plan what is still missing and what could be improved (strategic planning right away).

Please describe your role day-to-day as well as big picture/long-term.

Isabella County's Parks & Recreation Commission draws from various other commissions: planning commission, road commission and drain commission. The 10 commission board members are appointed by the County Board and are people who are pro recreation, who see the value in park usage and support initiatives/funding – they're participation also helps to spread collaboration to other aspects of the community. They are people who have a vested interest in parks and recreation.

As the director, I present to the Parks Commission and they present to the County Board of Commissioners. When we recently hired a new parks director (I'm retiring), the Parks & Recreation Commission conducted the interview, along with the chair of the county commissioners and the county administrator.

My and my department's roles on a day-to-day basis include managing fees and charges, administering policies and procedures, writing tickets (in

by-laws) for violations, budgeting, master planning, project management, grant writing and communication with the county board. For a millage, I also have to put together the details, promote it to a wide audience and educate the public on its specific contents. We also do a lot of risk management in terms of training seasonal staff and finding speakers for more technical trainings. The director and the park staff work together on hiring for jobs, with the director having final approval.

Our department also needs to consistently compare our fee schedules to other communities to make sure they are consistent.

Ultimately, the director needs to meet the budget, manage and make cuts when needed.

How many staff work in your department and what are their roles? What are your hiring requirements for those positions (i.e. what are you looking for)?

We have: the Parks Director (full-time); Parks Supervisor (full-time); Assistant Parks Supervisor (full-time); Maintenance Coordinator (full-time); Administrative Coordinator (full-time); Administrative Assistant (full-time); Administrative Assistant (part-time, year round); Office Assistant (part-time, year round). We also have around 40 seasonal staff. Camping is huge for operations. It's similar to running a hotel in the summer season. Many staff needed and you need to have competitive wages to retain good employees year to year.

Grant writing experience became necessary and an important position. DNR money takes time and is often not enough to cover the full cost of projects.

What programs, facilities and services does your department provide?

We manage 2 modern campgrounds and 1 rustic campground. The city and townships, university, and tribe mostly provide the programming for members of the community. We avoid duplicating their work as it would be competing. We co-manage a privately owned facility that hosts an ice rink and indoor basketball court. The land is owned with county, city and township buy-in through a collaborative agreement.

We groom trails for skiing, pick up trash, provide maintenance, etc. We also maintain the community's rail trail. There is a gate attendant at 4 parks. We also have pocket parks and 1000 acres of land.

Do you have a collaborative relationship with a range of entities (local units of government, volunteer organizations, Michigan State University Extension, State of Michigan, etc.)?

We have various partnerships in the community. We regularly communicate with the land conservancy, the nature center, CISMA (Cooperative Invasive Species Management Area). We coordinate on the Chippewa River and work with various committees. We have regular communication with the city, townships, the Commission on Aging, our volunteers, the Community Foundation (funding, partnerships). There is an ongoing need to foster public-private partnerships for investment on projects. We work with the tribe, conservation districts, the health department, emergency management, villages, the visitors bureau, the chamber of commerce, the local community college (trainings and webinars), Central Michigan University, neighboring counties, MParks and the Michigan Association of County Parks. How you market partnerships is important in terms of garnering funding. You also need more than just volunteers to operate successfully.



Source: Isabella County Parks, Recreation & Open Space Master Plan

Isabella County Administrative Structure, Recreation

What sort of budgetary items would a community creating a recreation department overlook or not consider initially?

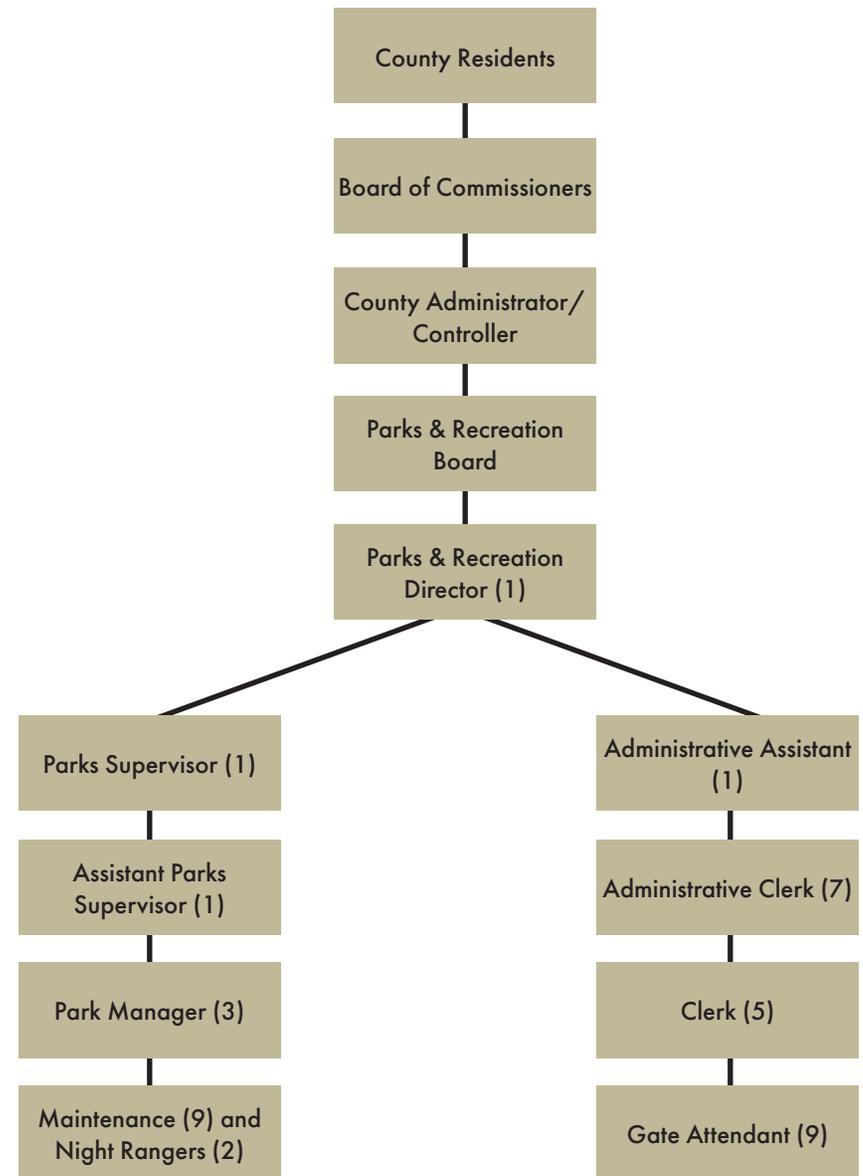
Our funding source comes from park revenue and a park millage of around \$700,000. Campsites have a high cost for operations but can also generate revenue.

In terms of having a recreation department at the county level, what works well and what is challenging?

One drawback is that there is not as much money from the state as the local units receive – revenue sharing affected this. Many counties started going to millages because of this change. A benefit of housing recreation at the county level is that it encompasses a large area and a greater diversity of recreation groups, allowing for more potential partnerships on projects.

What recommendations would you make for a county starting a recreation department?

A new director should do a feasibility study of land and what could go there and whether it could generate revenue (e.g. a golf course, campground, etc.). There should be a lot of strategic planning up front. Figure out what you want – do you want to create sports leagues? Do you want more parks? Is there a greater need to expand programming? What do you want to offer the community? Take an inventory of what is and is not being offered by other entities and look for opportunities to collaborate. Ultimately, create a funding source. Really, listen to what people want, build partnerships, implement. Understand what each local community provides and owns and how you can help.



Source: Isabella County Parks, Recreation & Open Space Master Plan

Marquette County

Interview with Thyra Karlstrom,
Planning Manager, Marquette County

Key Takeaways

1 full-time position is better than 2 part-time positions. Make wages competitive to ensure retention.

Coordinate with local units of government. Do not compete with their facilities or services.

Figure out small ways to offset the cost of sites that do not generate revenue (timber sales, for example).

Please describe your role day-to-day as well as big picture/long-term.

We have sort of a unique structure in Marquette. Our recreation is actually within the planning department. Our planning department holds forestry, recreation and community development. There is no full-time recreation director, per se. The planning department oversees these activities.

What is your background? How did you get to your current professional position?

I'm a trained planner and that's what I've been throughout my career.

How many staff work in your department and what are their roles? What are your hiring requirements for those positions (i.e. what are you looking for)?

We have a full-time planner/recreation coordinator (50% is dedicated to facility management and operations, 50% for coordination/collaboration). There's seasonal labor. This includes 2.5 full-time equivalent campground staff. We also have a senior planner, the planning director and we anticipate hiring another planner. I would say in staffing that grant application and management can be often overlooked. This work takes a lot of time, but is worth it.

What programs, facilities and services does your department provide?

Marquette County owns and operates a campground with 75 sites, which takes up much of the recreation focus during the summer months; we have a small harbor refuge (summer) and Sugarloaf Mountain natural area. We have some departmental shifts we hope to make. First, we are shifting to work more on collaboration. A lot of the summer months are spent managing and maintaining the harbor and campground. During the off-season we take more time to focus on regional collaboration.

The choice to hire a recreation coordinator/planner was promoted by the adoption of our master plan. Our planning documents are deeply rooted in community input. We know how important natural assets and recreation are to the community.

We've found that state grants are incredibly valuable, but the requirement of the 5-year recreation plan has discouraged coordination between the various municipalities. A joint recreation plan would be an incredible opportunity to get all of the municipalities on the same page. There are many different players but to this point there hasn't been strong coordination.

Our local leaders, fortunately, recognize how important recreation tourism is to the local economy. For example, tourism visitation at Sugarloaf has skyrocketed and we needed \$400,000 to build a new parking lot.

Do you have a collaborative relationship with a range of entities (local units of government, volunteer organizations, Michigan State University Extension, State of Michigan, etc.)?

Collaboration is key for the management and operations of facilities. Some examples for us: the Great Lakes Conservation does trail building; we work with the Marquette County Rec Tourism Network. We've applied for an MDARD grant to work with all the local units of government. We work at the local government level to discuss recreation tourism and to help them coordinate regionally and identify their recreation needs;. Additionally, we help connect local units of government to groups who can help them get the work done. We coordinate with the Big Bay Stewardship Council, which focuses on a sustained economy through natural recreation. One important aspect of our work is making sure the County doesn't propose something that is redundant with local plans, services or facilities.

Our department often reaches out to the State of Michigan for advice on facilities management and grant coordination. We communicate with the regional planning commission and Travel Marquette (visitors bureau). The visitors bureau helps with brochures and advertising for the campground. The visitors bureau also shares visitation data with us. Last year we coordinated with the state, trails organizations and other community groups to start the "Respect Marquette" campaign to help with tourism stewardship.

What sort of budgetary items would a community creating a recreation department overlook or not consider initially?

Grant writing. Tech equipment (trail counters, campground reservation software, wifi, promotion and marketing, for coordinating role). Trail counters are important. You should also have technology available to support local units.

In terms of having a recreation department at the county level, what works well and what is challenging?

The county level is ideal for local municipality coordination and with other organizations throughout the community; this allows for recreation to cross political boundaries more easily. It's important to look for a dedicated revenue source (millage, etc.). For example, our timber sale proceeds help to offset expenses such as managing facilities. Sugarloaf earns no revenue and this helps compensate that.

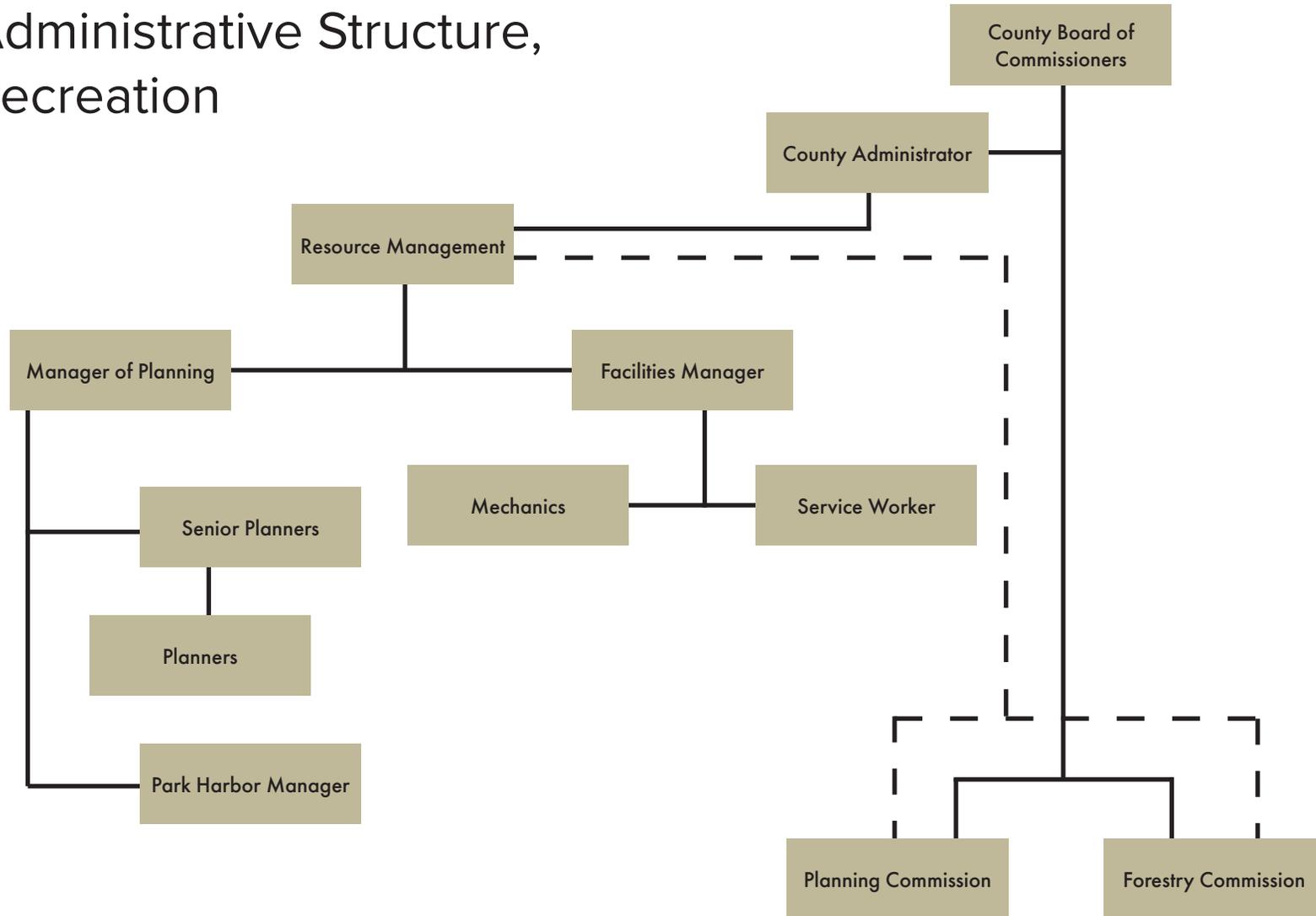
One challenge of having recreation at the county level is that it is a large geographical area and this can make it difficult to manage facilities and work on coordination. The travel and time to get places can be a challenge. For us in Marquette, there is some difficulty finding contractors to travel to a remote location. Many of our facilities often do not produce revenue and it can be difficult to get DNR grants because of the point system they use at county level (the system doesn't consider impoverished communities inland).

What recommendations would you make for a county starting a recreation department?

Have a strong master plan and recreation plan updated; not just state requirements but to serve as a road map. What are the recreation priorities? Be sure to have a dedicated source of funding for the position(s). Leverage what all the municipalities are doing rather than competing with them. We have found that a seasonal park manager position didn't work as well as our new full-time position of planner/recreation coordinator does now.

It is important to secure year-round positions that are attractive. Retention is critical. You may consider sharing positions. Is there another position in the county that a part-time position could be shared with, especially for something administrative? This works better than having multiple part-time positions.

Marquette County Administrative Structure, Recreation



Source: Marquette County Recreation
Plan, 2020-2024

Michigan DNR

Interview with Alex Galloway and Riley Millard, Grant Coordinators,
Michigan Department of Natural Resources

Key Takeaways

County's are more equipped for specialization and the ability to apply for and manage recreation grants.

County-wide recreation is especially important for trail development.

Community input is an important consideration for DNR grants.

What is your role specifically in terms of your relationship with local units of government?

We work with all of the applicants for the MDNR grants park systems. This involves coordination with all levels – county, township, village, city. We're really looking for grant applications to be consistent with the public sentiments cited in each community's 5 year recreation plans. The DNR wants to see project prioritization and that the grant application meets the goals of the adopted recreation plan.

What differences have you seen in working with counties that have a dedicated recreation department versus those that do not?

Counties usually have dedicated staff for parks and recreation. The local levels more often have shared responsibilities (public works director). In other words, the county staff can be more specialized in certain aspects and the county also has more resources to leverage. This means greater impact projects. Counties also tend to have more expansive networks. Trails, for example. They can look beyond just a local focus and can think more regionally.

At the local level, especially for rural counties with a small population, there is just lower capacity. In smaller villages there may be 5 or 6 people without technical expertise trying to write the recreation plan or a grant application, which can be less efficient than having a dedicated grant writer. Often, elected officials will handle these projects and if there's turnover it can slow down processes.

It also seems difficult for local units to connect with different levels of government (state, federal) and other agencies – part-time clerks/staff don't have time to coordinate, write letters and write grants. In contrast,

counties can afford engineering staff, planners, etc. – there's more consistency from paid staff.

Who do you most often deal with for grants and rec plans at the local level when there is no dedicated recreation department?

Elected officials, administrator, city manager. It needs to be somebody with signatory power. Sometimes we'll see a disconnect between the signatory/elected official and the planning commission/volunteer plan writers, but not always.

What advantages and disadvantages do you think there are in having recreation planning at the county level instead of the local level?

A person in a professional position can take dedicated time to seek various funding and collaboration opportunities – high turnover, volunteer positions often don't have the skill or time to get a lot done. This is true for trails in particular; planning county-wide is much more useful. It's more regional in scope and more connections to non-profit trail groups and other important entities.

As I said before, rural townships can have difficulty with capacity or a lack of familiarity in grant writing. They may need to export task to consultants and there is a lack of time to manage projects. Officials at the local level have many roles, but little specialization.

If Benzie were to hire a Recreation Director, how could they work with you?

We would really enjoy working with a new director. The DNR likes to have a kickoff meeting to discuss opportunities. This person should also connect with MParks on programming. They should feel free to reach out to the DNR grant coordinators with any questions.

Key Takeaways

Recreation does not stop at municipal boundaries. A county-wide approach is necessary.

The commission needs to thoroughly communicate the benefits of a Parks & Recreation Director to the local municipalities.

If recreation goes to the county level, the county needs to ensure that funding and programming is spread across the entire region, and not just to lakefront communities.

What differences have you seen between counties that have most of their planning at the local level and those that have it at the county level?

It's really an issue of scale and connectivity. Townships can't be effective in dealing with the system as a whole in terms of recreation. When people visit Benzie County, township borders mean nothing – they may visit 3 different locations, or 10 municipalities in one day. It's seamless from their perspective.

What can you say about collaboration? Why is it important? How can a centralized planning model foster collaboration?

For trails and tourism it is more important to have a county, collaborative perspective. There are a couple of options the county government can go with: in one scenario the county may say 'this is important for everyone so we'll foot the bill for the service'. Alternatively, they may say, 'We'll pay for some of it and we want some funding from the local municipalities to help and to encourage buy-in'. From county to county this can vary a lot –

from a nominal to significant amount. If townships pay-in they have to see the value and see what they're getting – this also increases participation, which is necessary for success. The county Parks & Recreation Director needs buy-in from the local municipalities.

Especially in lakefront counties, there can be political issues that deal with how equitable county decisions are – or exactly who does this position serve? A county Parks & Recreation Director needs to be cognizant of not having all efforts go to the lakefront areas and instead be beneficial to the whole geography of the county. This will be difficult and will occur over time – one grant for one trail, for example, may occur on the water. There will need to be strong communication to all types of municipalities about why such a decision was made. In Mason County, for example, there is the ongoing trope that "Ludington gets everything". So, work to make sure there isn't a lakefront versus non-lake front divide. Make sure that recreation programming, funding and site access is as equitable as possible.

Ultimately, you often need staff to do actual implementation. Plans that are written by volunteers often are not implemented. In other communities I've seen tasks that should go to a dedicated role instead passed to the county administrator. Benzie County is asset rich and they need someone at the heart maintaining, protecting and preserving the assets in a coordinated manner. The role is to provide recreation to residents and tourists (more assets, more marketing). Benzie is a very unique community - the population doubles in the summer – so there needs to be consideration for ecotourism and managing overuse.



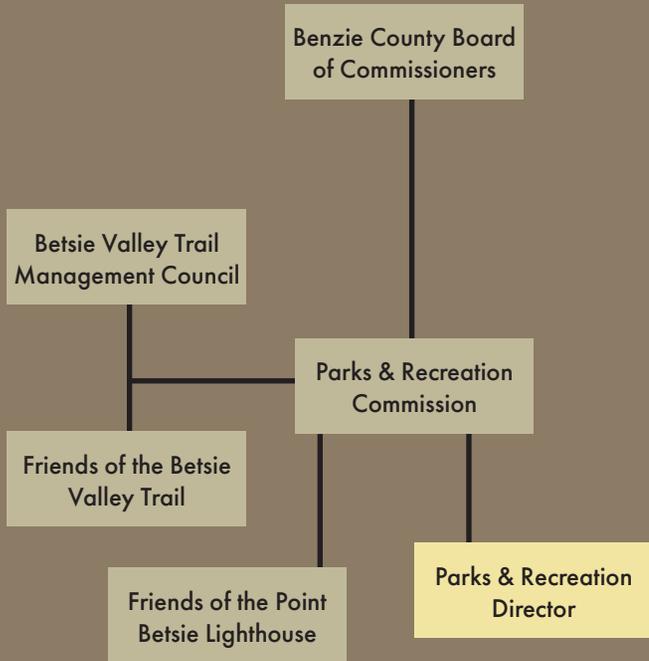
3 Budget & Organizational Structure Recommendations

This chapter provides sample organizational structures and budgets for the Benzie County Parks & Recreation Commission and the Board of Commissioners to consider in its contemplation of staffing for recreation. This chapter includes 3 scenarios. The first scenario is for the immediate-term and may be the only step Benzie wants to take in hiring. This involves only hiring a Parks & Recreation Director.

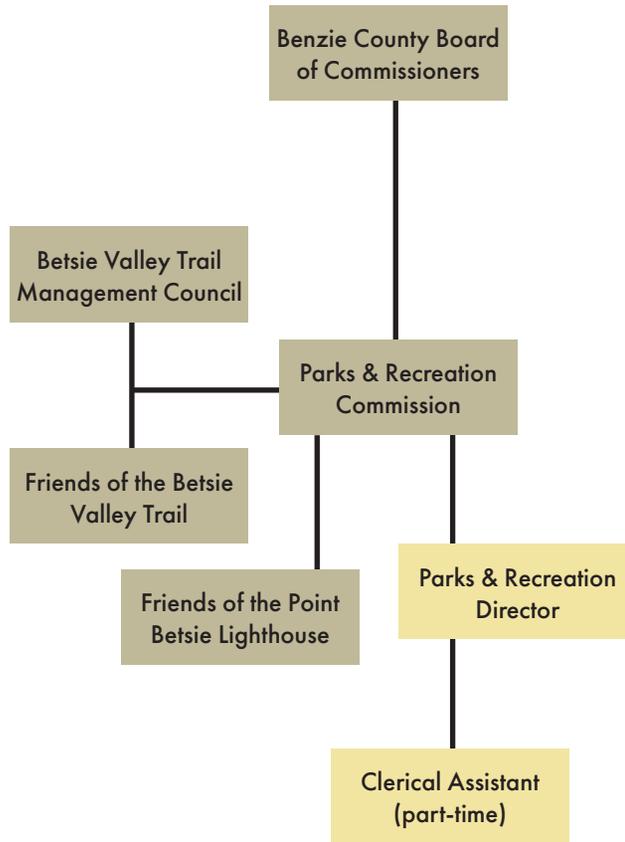
The planning team estimates that for salary, training, supplies, travel and more, that Benzie should budget \$114,190 - \$116,837.50 for a start-up. While the cost of supplies may decrease slightly (as you do not need to buy a new computer every year, for example), the County should expect to need around \$110,000 to cover the salary and benefits of a Parks & Recreation Director position. This number is based on a \$75,000 annual salary, which was extrapolated by comparing county Parks & Recreation Director wages from similar counties in Michigan. This salary estimate is competitive and increases the likelihood that Benzie will attract and retain a talented administrator, communicator, planner and implementor for this position.

This chapter also includes 2 hypothetical scenarios. These hypothetical medium and long-term budgets and structures are based on the discussions with the 4 counties reviewed in the last chapter. They make certain assumptions about Benzie County's trajectory as a prominent recreation player. These scenarios are only meant to help the commission consider what the future role of Benzie is as it pertains to recreation. The immediate-term scenario is most relevant to this report.

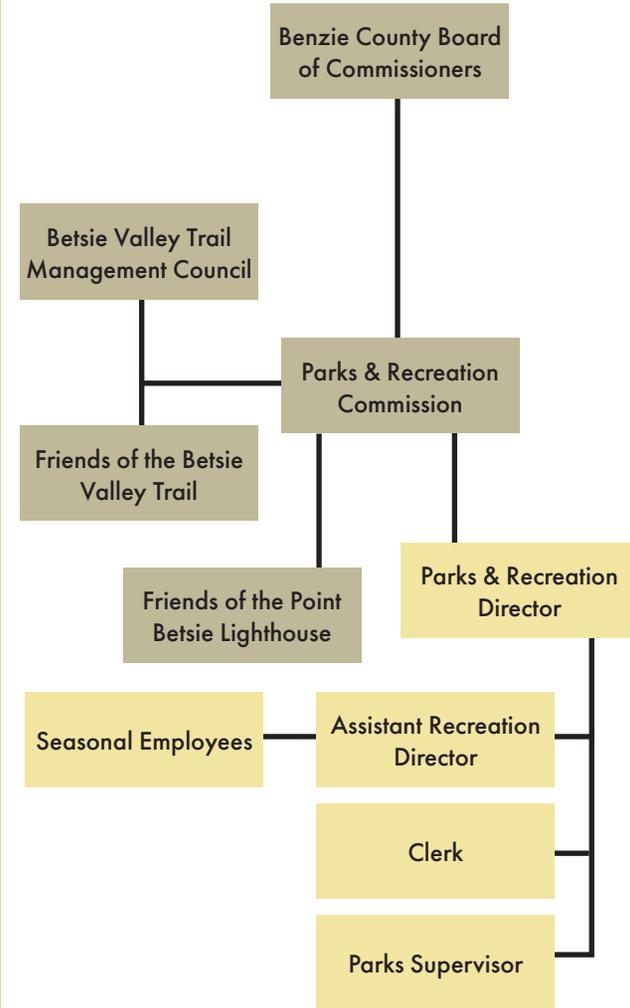
Immediate-Term



Medium-Term (hypothetical)



Long-Term (hypothetical)



Years 1 - 5 budget (Parks & Recreation Director Only Option)

Parks & Recreation Director	
Salary	\$75,000
Fringe Benefits (30% of wages)	\$22,500
Retirement Contribution (8% of wages)	\$6,000
Training/ Education	\$100 - \$1,000
Membership(s) (mParks for example)	\$250 - \$1,000
FICA (7.65%)	\$5,737.50
TOTAL SALARY COSTS	\$109,587.50 - \$111,237.50
Facilities, Supplies & Travel	
Telephone/Cell Phone (BYOD reimbursement)	\$500
Office Supplies (startup cost, this should be reduced for subsequent years)	\$1,500
Computer	\$500 - \$1,200
Printing & Postage	\$300
Advertising	\$100
Department Vehicle Option	
Auto Insurance	\$1,600
Gasoline (est. 50 miles/week)	\$400
Personal Vehicle Option	
Travel Reimbursement (.655/mile) (est. 50 miles/week)	\$1,703
TOTAL MISC COSTS	\$4,603 - \$5,600
Total Cost to Hire and Maintain Parks & Rec. Director	\$114,190 - \$116,837.50

Years 6-10 Sample Budget (Growing the Department)

In this hypothetical scenario, Benzie County now plays a more active role in assisting various actors, including local units, with programming, grant writing and cost-sharing for park maintenance. Some of the local units with fewer resources may have contracts with the County to help with grant applications, equipment, sports leagues and educational opportunities. At this point, Benzie County may also access funding to acquire additional parkland for the community with passive recreation opportunities (hiking, fishing, bird watching, for example). Because of the growing number of administrative tasks, the County Parks & Recreation Director can use the assistance of a part-time Clerical Assistant. This person may handle online portals (sports program sign-up, facility rentals, etc.), manage contracts and other basic office functions.

Parks & Recreation Director	
Salary	\$75,000
Fringe Benefits (30% of wages)	\$22,500
Retirement Contribution (8% of wages)	\$6,000
Training/Education	\$100 - \$1,000
Membership(s) (mParks for example)	\$250 - \$1,000
FICA (7.65%)	\$5,737.50
TOTAL SALARY COSTS	\$109,587.50 - \$111,237.50
Clerical Assistant - Part-Time	
Salary Estimate Equal to \$25/hour and 25 hours/week	\$26,000
FICA (7.65%)	\$1,989
TOTAL SALARY COSTS	\$27,989
Total Salary Costs to Staff a Parks & Recreation Director and a Clerical Assistant	\$137,576.50 - \$139,262.50

Years 10+ Sample Budget (The County as Recreation Provider)

Under this hypothetical scenario, Benzie County has expanded its role as a recreation player in the community. While the Parks & Recreation Director’s main roles have remained largely the same, the growth in land, facilities, programming and funding demands require the addition of certain staffed positions. In this scenario, Benzie County owns and manages a campground and 3-5 parks. The County now takes an active role in programming: this may include youth and adult sports leagues, guided hikes, educational experiences and various festivities. The County has a working relationship with each local unit of government, private businesses, the land conservancy and many others. Each year, the County applies for Michigan DNR grants and is active in seeking grants from other entities as well. Because of this robust amount of work, the County now needs an Assistant Parks & Recreation Director, a full-time office Clerk, a Parks Supervisor and a steady amount of seasonal employees to help at the parks and campground in the summer months. The next two pages show a sample budget for these types of salaries and wages.

Parks & Recreation Director	
Salary	\$75,000
Fringe Benefits (30% of wages)	\$22,500
Retirement Contribution (8% of wages)	\$6,000
Training/ Education	\$100 - \$1,000
Membership(s) (mParks for example)	\$250 - \$1,000
FICA (7.65%) - Employer Expenditure	\$5,737.50
Parks & Recreation Director Total Costs	\$109,587.50 - \$111,237.50
Assistant Director	
Salary	\$50,000
Fringe Benefits (30% of wages)	\$15,000
Retirement Contribution (8% of wages)	\$4,000
Training/ Education	\$100 - \$500
Membership(s) (mParks for example)	\$250 - \$1,000
FICA (7.65%) - Employer Expenditure	\$3,825
Assistant Director Total Costs	\$73,175 - \$74,325

Years 10+ Sample Budget (cont.)

Clerk - Full-time	
Salary	\$45,000
Fringe Benefits (30% of wages)	\$13,500
Retirement Contribution (8% of wages)	\$3,600
Training/Education	\$100 - \$500
FICA (7.65%) - Employer Expenditure	\$3,442.50
Full-time Clerk Total Costs	\$65,642.50 - \$66,042.50
Parks Supervisor (part-time, year-round)	
Salary Estimate Equal to \$30/hour and 25 hours/week	\$39,000
FICA (7.65%)	\$2,983.50
Training and Education	\$250 - \$500
Part-time Parks Supervisor Total Costs	\$42,233.50 - \$42,483.50
Seasonal Employees	
Costs determined by need	
TOTAL SALARY COSTS FOR PARKS DEPARTMENT	\$290,638.50 - \$294,088.50



4 Sample Job Descriptions

This chapter provides 3 sample job descriptions for the County to consider and alter in its effort to hire a Parks & Recreation Director, and other staff as needed down the road. The job descriptions were largely borrowed from Isabella County, which just recently hired a new Parks & Recreation Director to its County staff. In reviewing Isabella and Emmet County’s parks director job duties, there are a few key features of a potential applicant that Benzie should consider.

First, this person should have a robust background in recreation management. Benzie’s recreation assets and needs are expansive, the area is desirable and for the salary suggested in the previous chapter, should attract a competitive field of applicants. Therefore, Benzie should expect that the right person have at least 5-7 years of experience managing recreation programs, facilities and others assets. For example, Emmet County’s director spent years running Boy Scouts camps and programs, including recruiting, budgeting and marketing.

Second, the Parks & Recreation Director should have a strong understanding of budgets and their management. As the department grows in its offerings, it will be important for a director to understand how the relationship between each recreation asset’s expenditures and potential revenues. This person should have strong experience in grant writing, as this will be a key aspect of the job.

Finally, because this person will be responsible for building collaborative relationships and regularly communicating with members of the public, he or she should have strong communication skills. This consideration in addition to the need for grant writing should prompt the County to require various writing samples during its interview process, and interview the candidate multiple times to ensure they have quality written and verbal communication skills.

Position: Parks & Recreation Director

GENERAL SUMMARY

Oversees the operations of the County Parks and Recreation Department through planning, developing and administering a comprehensive program to manage park lands, facilities, projects and recreation programs. Manages administrative and support functions through community partnerships. Responsible for all financial management of the department.

ESSENTIAL DUTIES & RESPONSIBILITIES

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job. Employees may be requested to perform job-related tasks other than those specifically presented in this description.

- Works to accomplish the objectives set forth in the Benzie County Recreation and Cultural Plan.
- Generates a collaborative relationship between the various recreation actors in Benzie County including federal, state, local, non-profit and for-profit entities.
- Organizes and engages volunteers to support programming and educational initiatives in the community.
- Researches grants and other funding sources to support park projects and activities.
- Works with the Parks and Recreation Commission to establish the goals and objectives of the department and develops policies to assist in directing operations and attaining those objectives. Responsible for long-range planning of operations including land acquisition, site development, special projects and analysis of potential for park usage, programs and special events.
- Oversees the financial management of the department. Creates and maintain financial reports and records.
- Prepares, monitors and maintains departmental budget and project budgets. Monitors expenditures and revenues.
- Oversees all developmental and improvement projects, including working with contractors, departmental staff and others in the planning and supervising of such projects. Prepares cost estimates and makes recommendations on projects to the Parks and Recreation Commission.
- Maintains and promotes cooperation with various groups, other government agencies, organizations, individuals and other County Departments.
- Oversees media relations and coordinates promotional projects. Supervises all media/promotional materials and presentations for department events, initiatives and programming.

- Coordinates the acquisition of park lands as directed by the Parks and Recreation Commission and approval of the Board of Commissioners.
- Performs other duties as assigned.

MINIMUM ENTRANCE QUALIFICATIONS

Education and Experience

- Bachelor's degree in Parks & Recreation Management or related field.
- Seven (7) years of progressively responsible experience in parks and recreation management, fiscal management, knowledge of natural resources, demonstrated experience in long range planning and implementation and the development of administration programs.
- Any equivalent combination of training, education, and experience that provides the required skills, knowledge and abilities.

Licenses or Certifications

- Valid driver's license.

PREFERRED QUALIFICATIONS

- Certified Parks and Recreation Professional.
- Master's degree in Parks and Recreation Management.

COMPETENCIES FOR SUCCESSFUL PERFORMANCE OF JOB DUTIES

Knowledge of:

- Park systems, including facilities and programs.
- Grant writing and management.
- Modern office equipment, procedures and applicable software packages.
- Planning, development and implementation of park operations.
- Departmental policies, procedures, goals and objectives.
- Principles and practices of employee supervision.

- Principles and practices of budget preparation and management.
- Long and short term planning techniques.
- Effective marketing and promotions.
- Funding resources on acquisition projects.

Skill in:

- Program and project management.
- Organization and time management.
- Creating and maintaining a variety of records and reports.
- Establishing and maintaining effective working relationships.
- Written and verbal communication.
- Organizing and conducting meetings.
- Leadership and coordination.
- Strategic planning.
- Delivering presentations and public speaking.
- Creating and supervising a marketing plan.
- Critical thinking, problem solving and decision making.

WORK ENVIRONMENT/CONDITIONS

The work environment and exposures described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work Environment	Seldom or Never	Occasionally	Frequently or Often
Office or similar indoor environment			X
Outdoor environment		X	
Street environment		X	
Construction site		X	
In the community (homes, businesses, etc.)		X	

Position: Clerical Assistant - Parks & Recreation

GENERAL SUMMARY

Performs business and some clerical tasks to support assigned area. Such duties include general office support, project support, computer work, use of other office equipment and research assistance. Core duties will include a broad variety of responsible tasks.

ESSENTIAL DUTIES & RESPONSIBILITIES

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job. Employees may be requested to perform job-related tasks other than those specifically presented in this description.

- Provides general clerical support, including utilizing word processing to prepare monthly reports, statistical data, informational materials and other documents, typing a variety of materials and maintaining related records on programs and services.
- Performs various data entry functions and organizes filing systems.
- Performs general office duties, including establishing and maintaining filing systems, preparing newsletters and correspondence, scheduling, answering phones and providing information to the public.
- Requisitions purchase orders, requests pricing, orders materials.
- Maintains office supplies, which includes determining inventory levels, evaluating new office products, placing orders for supplies, verifying receipt of supplies and troubleshooting equipment malfunctions.
- Performs other duties as assigned.

MINIMUM ENTRANCE QUALIFICATIONS

Education and Experience

- High school diploma or equivalent.
- One (1) year of customer service, money handling, filing, and general office experience.
- Any equivalent combination of training, education, and experience that provides the required skills, knowledge and abilities.

Licenses or Certifications

- Valid Driver's License.

COMPETENCIES FOR SUCCESSFUL PERFORMANCE OF JOB DUTIES

Knowledge of:

- Departmental policies and procedures.
- Modern office equipment, procedures and applicable software packages.
- File management standards and numbering systems.
- Proper business English.
- Financial accounting system.
- Data input processes.

Skill in:

- Organization and time management.
- Following oral and written instruction.
- Meeting scheduled deadlines.
- Data entry and maintenance.
- Establishing and maintaining effective working relationships.
- Written and verbal communication.
- Reading, analyzing and interpreting standards, policies, procedures and regulations.
- Developing and writing reports, policies and correspondence.
- Customer service.

WORK ENVIRONMENT/CONDITIONS

The work environment and exposures described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work Environment	Seldom or Never	Occasionally	Frequently or Often
Office or similar indoor environment			X
Outdoor environment		X	
Street environment		X	
Construction site		X	
In the community (homes, businesses, etc.)		X	

Position: Parks Supervisor

GENERAL SUMMARY

Supervises, schedules & participates in all aspects of parks maintenance & operations, including the maintenance of facilities & equipment. Supervises and coordinates full-time & seasonal employees, alternative labor sources, contractors & vendors.

ESSENTIAL DUTIES & RESPONSIBILITIES

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job. Employees may be requested to perform job-related tasks other than those specifically presented in this description.

- Supervises, schedules, trains and oversees the work of maintenance workers, park rangers and other designated staff.
- Assists in identifying, planning, prioritizing and scheduling repairs and improvements to park facilities and equipment with an emphasis on safety and security for visitors and staff.
- Coordinates projects and planning with the Director.
- Participates in the repair, maintenance and construction of facilities and equipment.
- Prepares specifications, contacts vendors and makes recommendations to the Parks & Recreation Director for major purchases of supplies and equipment following County Purchasing Policies.
- Obtains supplies and materials as needed while staying within budget and following County Purchasing Policies.
- Investigates acts of vandalism, accidents/incidents, theft, etc. Prepares accident/incident reports and works with law enforcement authorities. Enforces Park Rules & Ordinance.
- Performs administrative functions, including developing and updating procedures, checklists and budget recommendations and tracking and maintaining records of maintenance of equipment and facilities.
- Performs other duties as assigned.

MINIMUM ENTRANCE QUALIFICATIONS

Education and Experience

- Bachelor's Degree in Parks and Recreation, Parks and Leisure Services or a related field.

- Five (5) years of supervisory experience and experience in park and/or campground operations. Knowledge in at least one of the following: Construction, plumbing, electrical, landscaping/horticulture, engineering.

Any equivalent combination of training, education, and experience that provides the required skills, knowledge and abilities.

Licenses or Certifications

- Valid Michigan Driver's License.
- Current Michigan Commercial Pesticide Applicator Certification.

COMPETENCIES FOR SUCCESSFUL PERFORMANCE OF JOB DUTIES

Knowledge of:

- Mechanical, plumbing, electrical, construction and landscaping, depending on area of assignment.
- Modern office equipment, procedures and applicable software packages.
- Principles and practices of employee supervision.
- Facility operations and regulations.
- The safety precautions associated with the job.
- Basic engineering principles.
- Pesticides and their application.
- Generally accepted construction techniques and codes.
- Industry best practices and innovations.
- Park Rules & Ordinance.

Skill in:

- Preparing construction drawings and site plans.
- Establishing and maintaining effective working relationships.
- Written and verbal communication.
- Leadership and coordination.
- Organization and time management.
- Customer service.
- Working collaboratively.
- The operation of associated tools, machinery and equipment.
- Procuring materials and supplies.
- Preparing clear and concise reports.

WORK ENVIRONMENT/CONDITIONS

The work environment and exposures described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

PHYSICAL DEMANDS

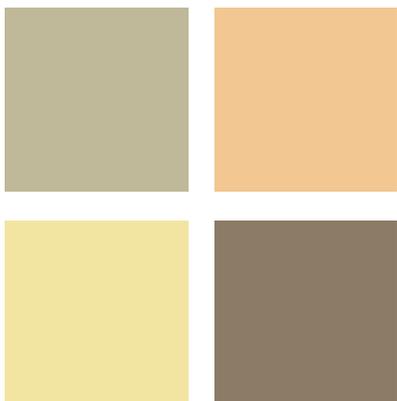
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The position involves heavy physical demands, such as exerting up to 100 lbs. of force occasionally, and/or up to 50 lbs. of force frequently, and/or up to 20 lbs. of force constantly to move objects.

Work Environment	Seldom or Never	Occasionally	Frequently or Often
Office or similar indoor environment			X
Outdoor environment			X
Street environment		X	
Construction site		X	
Shop environment			X

5 On the Job - Helpful Resources

Benzie County Stakeholder Survey



To help the Benzie County Parks & Recreation Commission, as well as a new Parks & Recreation Director understand the perceived recreation needs throughout Benzie, the planning team surveyed key recreation entities to garner their input. Networks Northwest sent a survey to 43 entities in Benzie, which included public, private and non-profit actors. Of these, 25 responded to the open response survey. All unedited responses can be found in Appendix A. The following questions were asked:

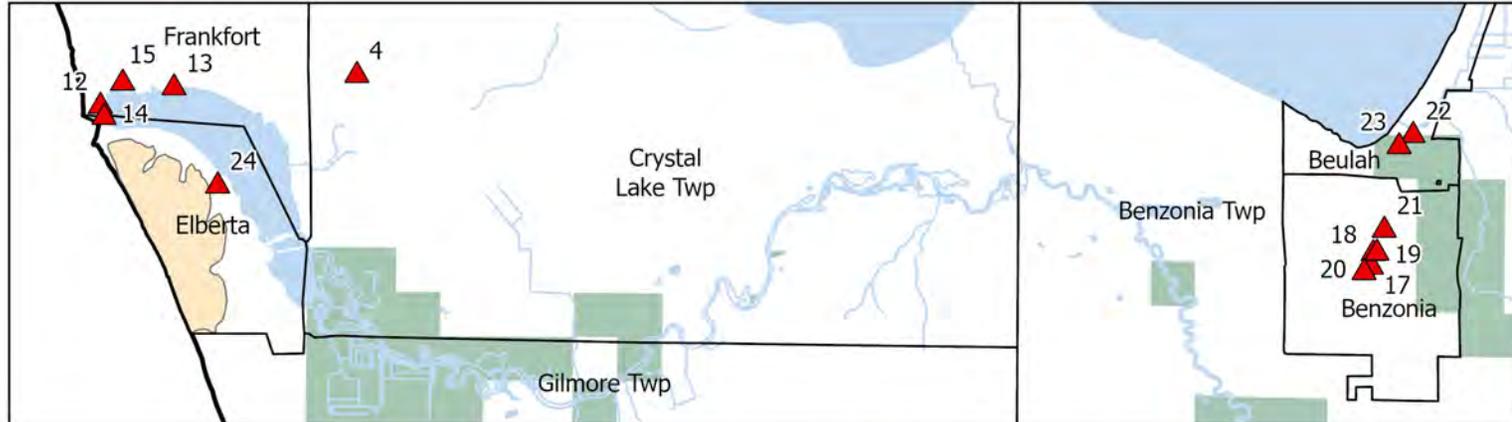
- What is your organization’s role? In general and/or specific to parks and recreation.
- Who do you serve? Within Benzie County?
- What recreational services, facilities, or opportunities for recreation do you provide?
- Who do you collaborate with? Are there other organizations you could collaborate with, but are not?
- What gaps do you see in providing park and recreation opportunities in Benzie County?
- How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?
- What would you like to see from a County Parks and Recreation department?

Most Common Responses to “How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?”

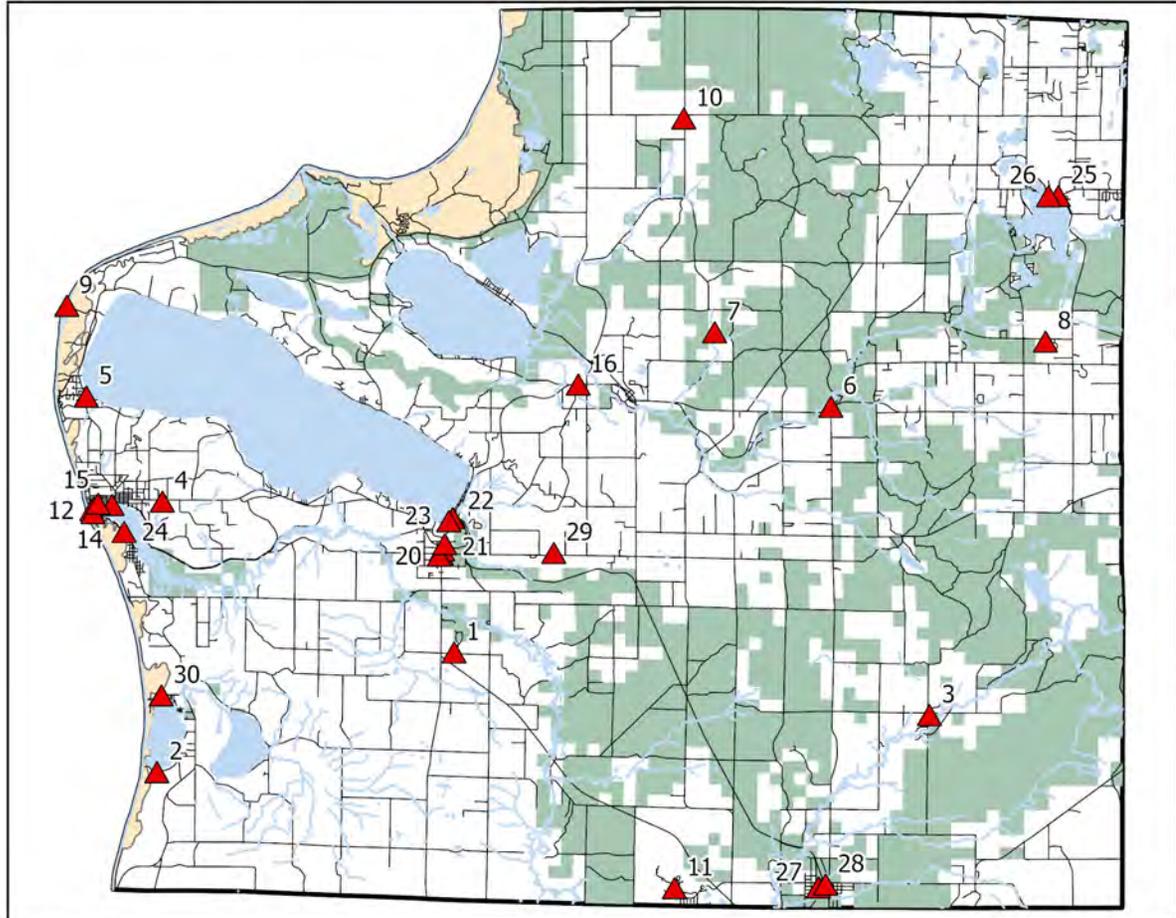
- Community engagement
- Collaboration
- Facility improvements
- Fundraising efforts/Grant writing
- Programming
- Data gathering
- Community input
- Expand recreation opportunities

Recreation Inventory & GIS Mapping

In addition to the stakeholder survey, the planning team also mapped all of Benzie’s recreation and cultural sites using Geographic Information Systems (GIS). This data includes location, ownership and all of the available amenities at each site. The inventory list was provided by the County Parks & Recreation Commission. The provided GIS data can be used for various purposes. First, it can be used by those planning for the county’s recreation by understanding spatially where amenities may be clustered or lacking. The data can also eventually be used in a web format to give residents and visitors a detailed description of Benzie’s recreation and cultural sites in an easily accessible format. Finally, the county and its eventual Parks & Recreation Director can use the database to track maintenance needs or any other site information it sees as necessary. The next page shows an example of how this data appears in GIS, using the county’s cultural sites. Benzie’s full recreation inventory list can be found as Appendix B.

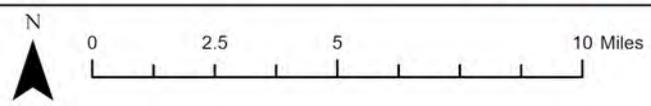


Benzie County Cultural Sites



Legend

- ▲ Benzie Cultural Sites
- Hydrography
- Roads
- Benzie Lakes
- Critical Dune Areas
- Public Land
- Benzie County Boundary



Benzie County Cultural Sites

Site Number from Map (page 36)	Site Name	Ownership	Site Details
1	Benzie Manistee Tribal Outpost and Community Center	Grand Traverse Band	Tribal housing and administrative center
2	Watervale Historic District	Private	Historic waterfront resort
3	Historic Wallin School	Private	Two room school and clubhouse
4	Frankfort Gateway Arch	City of Frankfort	Scenic entry to city
5	Congregational Summer Assembly	Private	Summer resort association with Crystal Lake beach, recreational facilities and summer events
6	Platte River State Fish Hatchery	MDNR	Salmon hatchery; open to public at scheduled times
7	Cheneniah Bible Camp	Private	Summer camp
8	Lake Ann Elementary School	Benzie Central Schools	School with playground
9	Point Betsie Light House	Benzie County	Historic Lighthouse and museum; open in summer
10	Drake School	Benzie County Historical Society	One Room schoolhouse, open for summer events
11	Michigan Legacy Art Park	Private non-profit	Hiking trail with outdoor sculptures
12	Marquette's Death Historical Marker	City of Frankfort	Historical marker
13	Benzie Shores District Library	District library	Public library on Betsie Bay shore
14	Elizabeth Lane Oliver Center for the Arts	Non-profit	Art gallery and event space in former Coast Guard building
15	Garden Theater	Private non-profit	Restored movie house
16	Cherry Bowl Drive in Theater	Private	Drive-in theater; open summers
17	Benzonia College Historic Marker	Non-profit	Historical marker
18	Mills Community House	Non-profit	Historic college building with ballroom and event space
19	Benzonia Public Library	District library	Public Library in Mills Community House
20	Benzie Area Historical Museum	Benzie County Historical Society	County museum in historic Congregational church building
21	Crystal Lake Elementary School	Benzie Central Schools	Elementary school; scheduled for closing in 2024
22	Darcy Library of Beulah	Darcy Library Board	Public Library in village of Beulah
23	Beulah Depot Trailhead	Village of Beulah	Rebuilt train depot with Betsie Valley trailhead and restrooms
24	Carferries on Lake Michigan Historic Marker	Village of Elberta	Historical marker
25	Almira Township Library	Almira Township	Public Library
26	Almira Historical Museum	Almira Historical Society	Museum with artifacts from Lake Ann area
27	Betsie Valley District Library	District Library	Public library
28	Thompsonville Diamond Crossing Historical Site	Village of Thompsonville	Historic site and proposed park development area
29	Benzie Central Jr. Sr. High School	Benzie Central Schools	High school with athletic fields and gymnasium
30	Camp Lookout	Private	Summer Camp

Recreation Literature Review

This literature review was prepared by students in Michigan State University's Urban Planning program as part of their final practicum project. While its findings did not necessarily lead to the recommendations found in this report pertaining to a Parks & Recreation Director, the intent is that a director or the commission can use some or all of these sources for such efforts as: grant writing, local decision-making, educational efforts and fundraising campaigns.



The purpose of this literature review is to understand how parks and recreation are beneficial to residents. The review focuses on how organized green spaces would benefit rural counties like Benzie. It also reviews the physical and mental health benefits, the environmental ramifications, and the economic benefits parks can have for residents.

The following is a literature review on public parks and other organized greenspaces, their benefits, and their impact on a community. Organized parks can benefit communities and its residents in ways such as improvements in physical health, mental health, and a greater sense of community and the social connection. Parks can allow your residents to live longer, be happier, and cause them to want to stay in your region for the foreseeable future.

Physical Health Benefits

Parks and other types of organized green spaces not only increase tourism and the aesthetic beauty of your county or region but have also been shown to have positive physical and mental health effects on the residents (Ambrey, 2016). This is why parks should not just be looked at as an investment in the tourism industry, but as an investment in your region. Promoting better physical and mental health across your community has many positive benefits for both the individual and the community, as healthier community members are more likely to help improve your community. The longer life expectancies that result also have many positive impacts on your region's residents and the community at large. Green spaces have been shown to

reduce the occurrence of many diseases for area residents, specifically a dramatic downtick in the rate of respiratory diseases (Gascon et al., 2016).

Another study showed the risk of developing type 2 diabetes was significantly lower in areas where 40% or more of the area was considered green space (Astell-Burt et al., 2014). Physical activity has been shown to affect several other positive health outcomes, including reductions in the incidence of type 2 diabetes, with particularly strong impacts among those at highest risk (Helmrich, Ragland, and Paffenbarger 1994; Manson et al. 1992). One study associated moderate exercise with a reduction in diabetes incidence of 40 to 60 percent over three to four years for high-risk populations (Williamson, Vinicor, and Bowman 2004). Physical activity has similar effects on cancer incidence, particularly colon cancer, associated with a 30 to 40 percent reduction, and breast cancer, associated with a 20 to 30 percent reduction (Kampert et al. 1996; Lee 2003; Sternfield et al. 2009). All of these factors then lead to lower hospital bills and a more active, healthy workforce.

Parks also benefit residents by giving them an enjoyable, well maintained area to exist within nature. Park access is associated with increased levels of physical activity across several studies. Evidence shows that proximity to and use of parks, green space, and tree cover correlate with greater levels of physical activity (Eichinger et al. 2015; Pretty et al. 2005). Parks and green spaces generate more benefits when they are accessible and when users have a general sense of safety inside of these parks.

When parks are perceived as unsafe, users miss out on the positive outcomes of green spaces (Williams et al. 2020). Research shows that parks that are well maintained are safer, encourage community building, and promote civic trust (MacCleery, McConville, and Hammerschmidt 2021). Empirical evidence suggests that perceptions of park quality are positively associated with park use and subsequently with higher rates of physical activity among those with positive park perception (Bai et al. 2013).

Green spaces provide better, more enjoyable areas to undertake physical activities, as well as providing areas to perform physical activities that could not be done without them (Coombes et al., 2010; Toftager et al., 2011; James et al., 2015). Having the facilities for events like this could also draw in larger events looking for locations capable of hosting them.

Some ways you can encourage the use of your park for physical activity and for your community to gain all the benefits it brings are through maintaining your parks, keeping them safe to use, and community outreach. People's perceptions of safety and their willingness to use a space can be affected by the design and maintenance of a park. It is well documented that architectural design of built and natural environments that maximize visibility, encourage activity, and improve accessibility can reduce crime and the fear of crime (Stanley 1977). The distribution of amenities such as lighting, call boxes, signage, and other features can eliminate deserted areas and reduce senses of loneliness (MacCleery, McConville, and Hammerschmidt 2021). Further, lack of maintenance contributes to the perception of unsafety. The presence of garbage, damaged equipment, and damaged trees deter park users, and on a 2020 survey, respondents did not feel safe visiting parks with these concerns (Lopez, Kennedy, and McPhearson 2020). Strong evidence also suggests recreational programming and outreach and communication activities have significant impacts on usage and rates of physical activity in parks. Rigorous research on the impact of marketing training for park staff and funds for outreach shows that dual approaches that combine park improvements and outreach campaigns significantly impact physical activity in parks and green spaces (Cohen et al. 2013; Hunter et al. 2019). Overall, encouraging physical activity in your parks can have many positive effects on your community and its residents as shown by these many studies.

Mental Health Benefits

Parks and green spaces can also greatly help the mental health of residents. Green spaces and nature reduce stress and mental disorders directly improving public health (Ward Thompson et al., 2012; Annerstedt et al., 2012). Studies have also shown that purposely spending time in green space has been linked to better mental health and increased vitality (Van den Berg et al. 2016). These positive mental health effects caused by these areas can be gained from any sort of park, large or small. A study using images of small parks to gauge perceived likelihood for restoration (positive impact on mood) found that the share of ground surface covered by grass, visible tree cover, and park size were most correlated with restorative impact (Nordh et al. 2009). This anecdotal evidence suggests smaller parks may retain some of the positive impacts on mental health and well-being and social connectedness of larger parks. Another important aspect of good mental health is having strong social connections with other people in one's life. Humans are very social creatures, so good connections with others and their community can be essential to staying mentally healthy. Lower levels of parks or other green spaces have been shown to be linked with greater feelings of loneliness, and the perception by residents of a lack of social support from their peers (Maas et al., 2009). This can lead to the development of more mental issues beyond this, such as depression. Communities with higher levels of green space and tree cover have lower usage of mental health services and treatments, controlling for demographics and economic status (Nutsford, Pearson, and Kingham 2013; Taylor et al. 2015). This study demonstrates that, on average. Communities with more parks have less need for these mental health services as they are generally more mentally healthy.

Public/Social Benefits

Parks also provide great areas for assembly through their ability to be used by anyone. This can include anything from casual get-togethers between friends, the hosting of community events, or even larger-scale events that draw in visitors from around the state and country. Evidence suggests that parks positively affect social cohesion and sense of belonging (a critical measure in surveys of social cohesion), and engagement with park spaces can facilitate attachment to communities (Peters, Elands, and Buijs 2010). For example, statistically significant relationships were found between recreational and walking space availability and community satisfaction in rural Iowa (Payne and Schaumleffel 2008). While this can lead to better overall mental health for your residents, as explored above, strengthening social connections and a sense of belonging among your community can cause people to want to stay in the area longer and help it grow (Peters, Elands, and Buijs 2010). How parks are activated can also significantly impact their contribution to social health.

Environmental education programs, volunteer programs, and community-led stewardship are associated with increased levels of social capital (Krasny et al. 2015). In the survey this study used, social capital was defined as features of social organization such as networks, norms, and social trust that facilitate coordination and cooperation for mutual benefit (Krasny et al. 2015). The questions given to residents discuss social trust, informal socializing, diversity of friendship networks, civic leadership, and associational involvement, and eliminated faith-based engagement, giving and volunteering, conventional politics participation, protest politics participation, and equality of civic engagement (Krasny et al. 2015). Parks can also allow young people to connect with other individuals from different cultures they may have never met otherwise (Seeland et al., 2009), further solidifying parks and green spaces as places that encourage social interaction and stronger community bonds.

The benefits of park planning and design in maintaining community relations mentioned in various studies are worth examining. Benzie County has a large population of seniors and children, and more families come to the area each summer because of the popularity of the area's water programs. This is why green space and parks are relevant to public participation and

social stability. Green spaces are inclusive and allow people to feel a sense of belonging, so green building in Benzie County would allow the county residents to build relationships and promote healthy socialization (Julian D, et al. 2019).

Finally, creating more parks and inhabitable green space is one good way to fight against social inequality. Many of the health benefits we will discuss are contingent on community access to park space and on the quality of that space. Unfortunately, park spaces are inequitably distributed. Policies, procedures and decisions for parks and green space have been designed to concentrate quality parks and park programming in predominantly white and higher-income neighborhoods, leaving people of color and low-income residents lacking the same quality of amenities as white people (Yañez et al. 2021). Not every household has equal access to quality green spaces, and in fact, access is often constricted along racial and socioeconomic lines. Formerly redlined communities have the least access to green space (Nardone et al. 2021), communities that are still in large part inhabited by minorities. Building more parks, and nicer parks, would go a long way in combating these inequalities.

Environmental Benefits

Connecting with nature during their travels can lead them to appreciate it more and become invested in protecting it (Brajcich, 2022). This can result in more money being put into the community from the outside to protect the environment and better equip its residents with ways to do so. Money from tourism can also be pumped directly back into protecting the nature which draws people in, and in many cases is required due to lack of funding (Brajcich, 2022).

Parks also allow residents to better connect with the nature around them. While they may already be surrounded by nature, a lack of paths, boat docks, bathrooms, and other amenities can be discouraging for more casual nature enthusiasts. The addition of these to areas previously not looked at as an ideal nature getaway spot can also create new locations to visit, exercise, and relax in that one may have never thought of before. Physical activity is associated with improvements to measures of health such as mood and self-reported well-being, and these factors can be increased even more when exercising in a more natural environment. One study

compared participants who exercised while viewing images of nature with those who exercised without such exposure and found that activity benefits, such as resistance to disease, increased stamina, and longer overall lifespans, are stronger when in or viewing natural surroundings (Pretty et al. 2005). Volunteering on environmental projects in your local parks has been shown to be linked with increasing one's connectedness with nature, which has many positive mental and physical health benefits, as detailed above (Molsher and Townsend, 2015). Individuals have also been shown to have gained greater sense of self through natural environments, which can mean becoming more in tune with your own feelings, values, and goals in life (Peters et al., 2016).

Economic Benefits

Parks and green space can also have useful economic benefits to the communities they are in as well. Increased economic activity can be spurred on by more visitors coming to the area where the parks are, but the parks also directly benefit residents.

Increased investment in green spaces has been shown to lead to rises in property values in the surrounding community (Troy and Grove, 2008). This is due to green spaces being viewed as aesthetically pleasing, as well as something that is physically and mentally healthy to live near. The physical and mental health benefits of green space also help the economy, as healthier workers take less time off of work and are more motivated, increasing productivity for businesses in the area (Barton et al., 2009; Chalquist, 2009). These less thought-about effects on the economy are just as in building a strong solid economic base for your community, and do well to show that creating parks or designated green spaces is not simply an investment in the tourism industry. Environmental tourism can also have positive effects on your region's population, and the environment that is being visited. In total, wildlife tourism now supports nearly 22 million jobs around the world and contributes more than \$120 billion to global GDP (Brajcich, 2022). While tourism can be a great boost to an economy, healthy regions also do well not to entirely rely on it. For a region like Benzie, tourism may spike in the warmer, summer month, while dipping down low during the cold months, which can outnumber the warm months in a northern state like Michigan. For people that work in the tourism industry,

their jobs are only viable for a certain number of months, and after the season has ended, many are left without income (Ingram, 2020). While it may not be as extreme of a shift in Benzie County as it would be elsewhere, any kind of seasonal jobs need to be accounted for when structuring a healthy economy.

Tourism Industry in Michigan

According to the Michigan Economic Development Corporation & Networks Northwest, the tourism industry significantly impacts a community's economy. The tourism industry provides employment opportunities for people in many sectors, including hospitality, transportation, and entertainment. Tourism generates revenue for the government through taxes, such as sales tax, hotel tax, and other fees. In addition to promoting local businesses, tourism can also improve the economy of local communities, as well as improving public infrastructure and services funded by tourism revenue.

In 2021, visitation in Michigan exceeded over 117 million people. There was a significant increase in visitor activity this year. This is 93% of the total visitors we had in 2019. We are seeing numbers returning to what they were before the pandemic, which is very promising for Michigan's tourism industry. A total of \$24.0 billion was spent by tourists alone this year. When combined with capital expenditures and governmental support, the total economic impact on the state of Michigan reached a staggering \$43.1 billion. A total of 298,818 jobs were sustained and \$3.0 billion in tax revenue was generated this year due to tourism.

According to the seasonal population study from Networks Northwest (Figure 9), Benzie County welcomes, on average, roughly 235,000 tourists every year. Benzie County has a full-time population of approximately 18,000 residents year-round. This estimate of permanent residents is sourced from the 2020 census. This number inflates to roughly 60,000 during the summer months. There is a substantial increase in activity during the summer months among part-time residents; this group comprises approximately 10,000 residents who have second homes in the area. The basis for this estimation was calculating the number of seasonal homes located in the region provided by the United States Census Bureau. Using census data is the most precise way to calculate population estimates but transitory populations are much harder to count as they are difficult to

record with surveys. The most accurate and efficient way to estimate this group's population is by surveying many lodging options in the area, such as hotels, campgrounds and short-term rentals. This study reports that Benzie County receives an average of 30,000 tourists each month from May to October. Although this methodology has proven to be the most practical way of gathering this specific information, for a place like Benzie County the actual total of visitors may be higher.

People are believed to stay overnight in Traverse City, then drive down to Benzie for the amenities offered such as beaches, dunes and recreational activities.

Summary

Parks and other types of organized green spaces, are extremely beneficial to any community as they can improve the physical and mental health of residents, as well as bringing them closer together through the strengthening of social capital. Parks can also bring people closer to nature in an inviting and safe way, as well as boost the local economy through increased tourism, the hosting of large events, and the improved health of the community.

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Appendix A - Benzie Stakeholder Survey Results

Benzie Area Chamber of Commerce

What is your organization's role? In general and/or specific to parks and recreation.

Providing information to residents & visitors of Benzie County

Who do you serve? Within Benzie County?

Primarily, our Members that choose to be a part of our organization. Secondly, as a community resource for information about the area.

What recreational services, facilities, or opportunities for recreation do you provide?

None, we are a source of information. Formerly, the Benzie Area Convention & Visitors Bureau shared space in our building. In 2020, the Benzie CVB merged with Traverse City Tourism and all operations moved to Traverse City.

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

We collaborate with organizations that operate within the guide of our Mission & Vision statements. Specifically speaking to Parks & Recreation, we collaborate with Frankfort-Elberta Chamber of Commerce & the Crystal Lake Community Business Association.

What gaps do you see in providing park and recreation opportunities in Benzie County?

Mainly communication and overall representation. Often times I get calls to rent pavilions, etc. when the caller is not sure of WHO the operating entity is for the park in question. The Chamber did do a survey back in 2020 to cultivate a list of all parks in the County and their respective managing organizations. Here is the link: <https://www.benzie.org/living-in-benzie-county/>

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

A County department would be able to get all of the entities on one page with regards to park maintenance, safety concerns, and overall compliance with local & State codes.

What would you like to see from a County Parks and Recreation department?

Oversight for the managing entities and perhaps stepping in when they are not able to meet standards.

Elizabeth Lane Oliver Center for the Arts

What is your organization's role? In general and/or specific to parks and recreation.

We are an arts education and exhibit center, with a range of arts and culture programming encompassing visual media, writing, music, cooking, and children's art classes.

Who do you serve? Within Benzie County?

All residents of Benzie County and beyond, drawing from Leelanau County, Traverse City, Manistee, etc. We have programming for children and adults of all ages and demographics.

What recreational services, facilities, or opportunities for recreation do you provide?

Arts and Crafts classes of all kinds, a full ceramics studio, yoga and wellness studio, photography studio, art gallery and meeting spaces.

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

We collaborate with the Benzie Shores District Library, Benzie Area Historical Society, Interlochen, local businesses, etc. We are always looking for other ways to collaborate, especially with other nonprofits.

What gaps do you see in providing park and recreation opportunities in Benzie County?

ADA accessible trails, educational and interactive exhibits showcasing local geology or wildlife, public art displays such as murals or sculptures would create a sense of place and community.

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

It would be interesting to collaborate with a Parks and Rec dept to create public art installations or murals. We could also work with them to offer outdoor painting, wellness, or photography classes.

What would you like to see from a County Parks and Recreation department?

Community engagement to create active use of parks.

Northwest Education Services (North Ed)

What is your organization's role? In general and/or specific to parks and recreation.

North Ed is the intermediate school district that supports Benzie County schools. We provide Career and Technical Education as well as Special Education Services. With respect to the parks and recreation department, we would be more of a support through the use of students and staff from our programs. Additionally, the local schools' support would be mirrored by the ISD.

Who do you serve? Within Benzie County?

K-12 Career Tech students and special education students in Benzie Central Schools, Frankfort Alberta Schools, and other students that lie within the Benzie County footprint.

What recreational services, facilities, or opportunities for recreation do you provide?

We provide a cadre of services for our students in work placements and program use of parks and rec.

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

We serve a five-county region so all K-12 public, private, parochial, and charter schools within Benzie, Leelanau, Antrim, Grand Traverse, and Kalkaska Counties.

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

Supportive, distant partnership relationship. Mainly the relationship would be through Benzie County Schools.

Crystal Mountain

What is your organization's role? In general and/or specific to parks and recreation.

We are a Four Seasons Resort that has a focus on ski, golf, spa, fitness, recreation, food and beverage and lodging.

Who do you serve? Within Benzie County?

We serve the Midwest and Benzie County.

What recreational services, facilities, or opportunities for recreation do you provide?

Ski, golf, fitness, indoor pool, outdoor pool, rock wall, adventure course/zip line, mountain biking, downhill mountain biking, archery, archery tag, laser tag, fat tire biking, snow showing, cross-country skiing, pickleball, tennis, alpine slide, chairlift rides, hiking, running, swim lessons, kids crafts, team building/adventure events, and walking.

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

We collaborate with local vendors and vendors outside our state for events at the mountain.

What gaps do you see in providing park and recreation opportunities in Benzie County?

Additional hiking trails, biking trails, soccer, baseball, softball, kids programming, fat tire biking trails, snowshoeing, events, etc.

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

Collaborate on specific events and bring more events within the county for recreation.

What would you like to see from a County Parks and Recreation department?

More collaboration.

Please let us know if there is anything else we should know!

I would be interested in learning more about the recreation programming of Benzie County.

Village of Beulah

What is your organization's role? In general and/or specific to parks and recreation.

Chairperson Parks and Recreation

Who do you serve? Within Benzie County?

Patrons of.....
Benzie Rails to Trails Bike and Pedestrian Pathway, Beulah Public Beach, Beulah Public Boat Launch, Beulah Village RV Camping Park, Beulah Village Boat Docks, 7 Public Parks within the Beulah Village Limits

What recreational services, facilities, or opportunities for recreation do you provide?

Benzie Rails to Trails Bike and Pedestrian Pathway, Beulah Public Beach, Beulah Public Boat Launch, Beulah Village RV Camping Park, Beulah Village Boat Docks, 7 Public Parks within the Beulah Village Limits

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

Also Community Summer Concerts, Community Fall and Winter Festivals, 4Th July Fireworks, Organized Pickle Ball and Tennis Days, Car Show, Community Down Town Halloween

What gaps do you see in providing park and recreation opportunities in Benzie County?

Beulah Boosters and Crystal Lake Boosters
As with most.....Money to support and improve

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

Additional Fundraisers, Additional Volunteer Recruitment---
Organizational help---We current have Fantastic Volunteers and Coordinator but is completely unpaid and as with anything of this magnitude is time consuming and takes a lot of energy!!

What would you like to see from a County Parks and Recreation department?

A Degree or Certification in Therapeutic Recreation. Also a Business background with APPROPRIATE Experience; rather than just theory.

Additional Fundraisers, Additional Volunteer Recruitment---Organizational help

The Friends of the Betsie Valley Trail

What is your organization's role? In general and/or specific to parks and recreation.

Owned by the DNR and operated by Benzie County via the BVT Management Council. The Friends of the BVT is nonprofit which advocates, promotes and encourages the development and successful operation of a recreational trail on a former railroad corridor in Benzie County.

Who do you serve? Within Benzie County?

All Citizens of Benzie County without restriction including the disabled, and in a wider scope all people who wish to use the trail from Michigan and beyond.

What recreational services, facilities, or opportunities for recreation do you provide?

Services include a paved trail from Frankfort to 3 miles shy of Beulah at which point it is crushed limestone surface to Beulah. From Beulah to Thompsonville the trail is rough gravel with some sandy spots. Our intention is to pave this latter section, to which end we are applying for grant money. Activities on the paved section include walking, running, strollers, roller blades, scooters, bicycles, bikes w training wheels and Joy2Ride (rides for disabled on adapted trikes). From Beulah to Thompsonville recreation is limited to run, walk, mountain/gravel bike and snowmobile in winter. conditions. Limited to the hardiest riders only.

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

Collaborate with Joy2Ride. We have built storage for their equipment. Collaborate with Thompsonville Area Revitalization Project as our plan to pave is a major aspect of their revitalization and a link to a crossroads of trail systems to central Michigan. Collaborate with SMARTrails in Manistee County linking to southwestern Michigan. In talks with EcoSEEDS of Traverse City to provide mutually beneficial services. In contact with and cooperate with TART and the Sleeping Bear Heritage Trail. We are in a collective of trails organized by MTGA

The Friends of the Betsie Valley Trail (Cont.)

Who do you collaborate with? Are there other organizations you could collaborate with, but are not? (Cont.)

seeking funding from State Legislators. Believe we will eventually be collaborating with the SB National Lakeshore to extend the trail north of Frankfort. Collaborate with Crystal Lake Property Owners Association. Collaborate with all governmental entities which abut our trail.

What gaps do you see in providing park and recreation opportunities in Benzie County?

With regard to trails we believe that every effort to connect first class, well developed trails into a well planned network throughout Michigan should be made. Eventually we hope to be able to tour the state on trails with minimal interaction with vehicular traffic. Within Benzie County we hope to add spurs from BTV to Crystal Mountain Resort in Thompsonville and from Elberta to the Elberta Lake Michigan Beach. We endorse the development of the Elberta Beach facilities (ongoing). We would like to link ourselves to the eventual Benzie County Aquatic facility by a spur depending on its location.

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

We are cooking along pretty well now, but I can imagine a time when the organization is large enough with ideas to progress on so many fronts that a professional County Parks and Rec Dept administrator would be helpful.

What would you like to see from a County Parks and Recreation department?

Assistance with applications for funding, oversight of planning, help with statistics gathering and technical aspects of surveys, benefit/cost analysis, economic impact, etc.

Please let us know if there is anything else we should know!

We are not professionals but much of what we are doing requires professional advice and hands on assistance. There is a limit to what a volunteer can, wants to or has the time to achieve.

Village of Honor

What is your organization's role? In general and/or specific to parks and recreation.

Village government works to improve the opportunities for recreation for village residents among other goals. We have a small park within Village limits and hope to repurpose the former Platte River School Building gym for community use. There is a Parks sub-committee under Village government.

Who do you serve? Within Benzie County?

The citizens of Honor.

What recreational services, facilities, or opportunities for recreation do you provide?

We maintain a small roadside park for gatherings.

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

We collaborate with the Honor Area Restoration Project (HARP) and would like to have more interaction with Homestead Township and Benzie County governments.

What gaps do you see in providing park and recreation opportunities in Benzie County?

There is very little opportunity for indoor recreation.

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

A county wide organization would bring strength to efforts to provide indoor recreation by providing more input and assistance with funding sources.

What would you like to see from a County Parks and Recreation department?

A dedicated group working to define and accomplish goals to increase recreational opportunities for all ages.

Please let us know if there is anything else we should know!

There have been efforts made by groups to preserve the Platte River School gym. Lack of resources have prevented these efforts from being fulfilled. A coordinated County-wide group might be better able to accomplish this goal and find other resources to provide recreation for Benzie County residents and visitors.

Homestead Township

What is your organization's role? In general and/or specific to parks and recreation.

We have 2 parks - one on/near property, one newly acquired 52 acre Platte River Park

Who do you serve? Within Benzie County?

Residents and Property owners of Homestead Township

What recreational services, facilities, or opportunities for recreation do you provide?

Parks

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

Honor Area Restoration Project (HARP)

What gaps do you see in providing park and recreation opportunities in Benzie County?

There are none. Each township provides opportunities along with the State of Michigan and the Federal Government. Benzie County does not need a director of Parks and Recs. Benzie County does not own park properties.

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

It wouldn't. Benzie County Townships are independent of Benzie County. In the recent past Benzie County departments have not been supportive of township ordinance enforcement so I am not sure how Benzie County would help our needs. We have an incredible working relationship with MR Consulting and Lisa Leedy. They serve our township well.

What would you like to see from a County Parks and Recreation department?

ABSOLUTELY NOT! There are no county parks or recreation facilities in Benzie County. NO more tax payer dollars.

Please let us know if there is anything else we should know!

This is an absolute waste of tax payer dollars. There are no county parks no recreation facilities. Creating something for nothing that exists.

Grand Traverse Regional Community Foundation and Benzie Area Chamber of Commerce

What is your organization's role? In general and/or specific to parks and recreation.

GTRCF Mission: We invest in the people and places of our region and steward community assets for lasting impact. My role is Donor Engagement Director.

My former role was as Executive Director of the Oliver Art Center in Frankfort.

Benzie Area Chamber of Commerce Mission: To attract, support, and represent the business community and improve social and economic development in the Benzie Area. My role is Board Chair.

Who do you serve? Within Benzie County?

GTRCF: I serve our donor partners and non-profit partners.

Chamber: I serve our business members and community at large.

What recreational services, facilities, or opportunities for recreation do you provide?

GTRCF: Funding, professional development support, networking, collaborative leadership
Chamber: serves as the catalyst for a thriving economy and to be the one-stop for business in the community; networking, professional development support

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

GTRCF: we serve 5 counties and hundreds of non-profit partners
Chamber: we work with the county commissioners, area businesses, the neighboring chambers and visitors bureaus; we are a member of the Northern Chamber Alliance - we would like to work closer with the commissioners and EDC

Grand Traverse Regional Community Foundation and Benzie Area Chamber of Commerce (Cont.)

What gaps do you see in providing park and recreation opportunities in Benzie County?

Accessibility; funding; oversight; community input

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

On the side of the Chamber, it will enhance the area and potentially draw visitors; from the standpoint of the CF, it will enhance the community and help steward assets for a lasting impact

What would you like to see from a County Parks and Recreation department?

Programming, advocating for environmental/recreation causes; collaboration with like-minded orgs in the area; maintenance of green spaces

Advocates for Benzie County

What is your organization's role? In general and/or specific to parks and recreation.

To advocate for issues and initiatives which will help to "Build a Better Benzie"; to work with other groups and facilitate conversation in response to needs in the community.

Who do you serve? Within Benzie County?

Broad-based constituency, hoping to generate community support for initiatives.

What recreational services, facilities, or opportunities for recreation do you provide?

None. But we have been actively involved in trying to find a reuse for the Platte River School Building, including the gym, which could contribute to a county-wide recreation program.

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

We are actively supportive of the housing initiative, particularly the Frankfort Housing Commission and the Frankfort Area Community Land Trust.

What gaps do you see in providing park and recreation opportunities in Benzie County?

We need a large vision of what is possible and the funding to make it happen. With tourism growing in the area, the county needs to be actively pursuing expanded recreational opportunities, both in terms of facilities and programs which would address the year-round population and the seasonal residents. It would be wonderful to see the Platte River building converted into a community center for the county with diverse recreational opportunities- everything from basketball and pickleball to craft groups, card-playing, and a host of other activities for all ages. A recreational vision which would include Senior Resources, the schools and churches, the Gateway Council and the National Lakeshore would benefit all concerned.

Advocates for Benzie County (Cont.)

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

I don't envision County Parks and Recreation supporting us, but rather we would be happy to support such a department in improving the life of the community.

What would you like to see from a County Parks and Recreation department?

A county-wide master plan for year-round recreational offerings, then the leadership to pass a millage to support it.

Please let us know if there is anything else we should know!

I am not convinced the plan for an aquatic center makes sense given the size of the county and our year-round population. Merging with Betsy Hosick would make sense. With the number of active senior citizens in the county, the need for exercise and physical therapy will continue to grow.

Benzie Wellness and Aquatic Center

What is your organization's role? In general and/or specific to parks and recreation.

Integrating indoor wellness/fitness/rec programs + spaces for all – called out in Benzie County Parks + Rec Master plan

Who do you serve? Within Benzie County?

All age groups, abilities, residence status (year round, seasonal, visitor), economic strata within Benzie County as well as visitors to Benzie County.

What recreational services, facilities, or opportunities for recreation do you provide?

The program options are almost endless! a. Indoors (planned) i. Aquatics– 2 pools. Shallow warm water/therapy/social/teaching. Lap pool/teams/swim skills + water safety for school PE curriculum + others who need it, scuba, small craft classes, water polo, synchro, Master's + youth rec leagues, family swim nights, etc.) ii. Fitness – cardio, strength training, free weights, movement studios, indoor walking track iii. Full size gym – basketball, court sports, volleyball, indoor soccer, etc iv. Child watch so families w/young children can enjoy this community asset! v. Therapy/rehab b. Outdoors (planned) i. Fitness court/outdoor classroom ii. Playground for child watch iii. Connectivity to BVT + Academy Park (ball field, skating rink, 4 tennis courts) c. Outdoors (providing) – Free swim skills/water safety program for local elementary age school children (Bellows Beach) and pier safety program @ Frankfort's Lake Michigan beach

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

Health/Wellness/Fitness: Munson Healthcare, Paul Oliver Memorial Hospital, Betsie Hosick Health & Fitness Center, CrossFit Dunes, Mary Free Bed Rehab, Benzie Lofts

Recreation/tourism industry: GTB YMCA, Paine Aquatic Ctr, Crystal Mtn Resort, Harbor Lights Resort, Crystal Lake Adventure Sports, Stormcloud Brewing Company, Ironman 70.3 Michigan, FBVT, Natl Fitness Campaign + Priority Health (outdoor fitness court), DNR, MEDC (recreation as infrastructure + placemaking), RDA

Transportation: Benzie Bus

School Districts: Benzie Central Frankfort-Elberta Area

Benzie Wellness and Aquatic Center (Cont.)

Who do you collaborate with? Are there other organizations you could collaborate with, but are not? (Cont.)

Service organizations: Benzie Senior Resources, local Rotary Clubs, local Chambers of Commerce, American Red Cross, Great Lakes Water Safety Consortium, Special Olympics, Networks Northwest

Government: Benzie County BOC, Benzie County Parks & Recreation Commission, Benzie County EDC, local government entities, US Coast Guard, National Park Service

Others not yet collaborating with (but would like to): Local scout troops + other youth programs, veterans groups, disease-related groups (people w/Parkinson's), etc.

What gaps do you see in providing park and recreation opportunities in Benzie County?

Year-round (indoor) opportunities accessible to all, public safety surrounding water + programming for all ages!

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

Help coordinate efforts, help w/public funding opportunities (SPARK grants example), help Benzie County "walk the walk" re call for indoor (year round) facilities + programs. Assist w/demographics/demand analysis vis a vis county needs.

What would you like to see from a County Parks and Recreation department?

Staff who can operationalize vision in master plan + "herd the cats" – get individual organizations to collaborate. Work with local govt entities to expand rec sites (Beulah beach for swim lessons – need insurance policy upgrade). Often we don't know what one another is doing and we could most likely increase the impact of our projects by partnering.

Please let us know if there is anything else we should know!

BWAC is in conversation w/Benzie Central schools re Crystal Lake Elementary School site – opportunity for big picture thinking re connectivity + placemaking w/ Benzie Corners concept. We hope to move beyond the notion of a transaction to an opportunity for community transformation.

Village of Benzonia

What is your organization's role? In general and/or specific to parks and recreation.

We have been supporting and improving Academy Park and it's secondary park on the west side of US-31 in Benzonia

Who do you serve? Within Benzie County?

The Village of Benzonia

What recreational services, facilities, or opportunities for recreation do you provide?

Tennis and Pickleball courts, Basketball courts,, Baseball diamond ,and a playground equipment including ADA assessable equipment, Pavilion with picnic tables, and an ice rink in the winter.

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

The Cottage Pros (business) volunteers the labor for the creation of the ice rink

Grand Traverse Regional Land Conservancy

What is your organization's role? In general and/or specific to parks and recreation.

Land protection (acquisition), and Stewardship (trail and access infrastructure maintenance and development, and invasive species control), achieved with conservancy staff and volunteers. We have a history of working with Benzie County, the Parks and Recreation Board, and the Michigan Natural Resources Trust Fund specifically on the acquisition, development and maintenance of the Railroad Point properties.

Who do you serve? Within Benzie County?

We have a five county service area which includes Benzie County and we have been working with local units of government and the State to help them acquire and manage Natural Areas, Nature Preserves, and public access within the county.

What recreational services, facilities, or opportunities for recreation do you provide?

We own and manage 15 Nature Preserves or Sanctuaries within Benzie county offering over 6000 acres for a variety of passive recreational opportunities to the public. Additionally, we've been involved with the acquisition and/or management of 5 natural areas owned by local units of government. We offer management of these natural areas, recreational plan development, and sign design and install. We also offer assistance with the development and advocacy of Michigan Natural Resource Trust Fund applications for the acquisition and/or development of natural area.

Grand Traverse Regional Land Conservancy (Cont.)

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

We collaborate with a variety of governmental agencies working in the natural resources space as well as local units of governmental, the State of Michigan, local organizations, local contractor, and volunteers.

A couple of organizations that we haven't worked with but see opportunities to do so include the Betsie Valley Trail and Grow Benzie.

What gaps do you see in providing park and recreation opportunities in Benzie County?

The County now owns a number of Parks and Natural Areas whose use has continued to increase over the years to the point that there is now a need to provide increased maintenance of the grounds, facilities and Natural Areas to insure that these assets are not degraded or harmed and the user experience continues to be enjoyable and valued by the public.

Funding for these needs and future development of the properties remains a gap.

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

Having this position filled gives us the confidence to know that projects we collaborate on will be adequately supported. It would provide a consistent point of contact to relay information and ensure needed actions will be carried through. It could help offset the time and energy GTRLC and its volunteers currently spend managing properties in Benzie County.

What would you like to see from a County Parks and Recreation department?

Engaged in the stewardship of County owned properties and improvement of recreations assets on those properties. Engage with users to develop assets with community needs in mind and volunteers on the property to meet management goals. Maintenance of current facilities.

Please let us know if there is anything else we should know!

We're excited by the prospect and think it's a much needed addition.

Benzie Conservation District

What is your organization's role? In general and/or specific to parks and recreation.

BCD mission
active with the county as a contractor on projects
a holistic view of caring for natural resources
limited role with parks and rec, interested in natural resources
grassroots on the ground for landowners, connect the public to federal programs, grants

Who do you serve? Within Benzie County?

Public land owners, the general public, have worked with private businesses in the past but not often
County's natural resources (land water forest, etc.)
Units of government, state agencies
A broad view of who they work for and with...
5-year survey to find natural resource concerns, outdoor rec
Education on natural resource concerns

What recreational services, facilities, or opportunities for recreation do you provide?

One nature preserve - hinckle preserve
resource for education - lots of hikes, webinars, book club, get people out to enjoy the assets in Benzie county

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

State agencies (egle, dnr, etc.)
Lake associations, watershed groups, Grow Benzie, CRA, Schools, Congressional Summer Assembly (property association),

Will collaborate with anyone, works with county and local townships but looking at how they can work more closely with each other, the opportunity to do more. Limited parks and rec partnership

Benzie Conservation District (Cont.)

What gaps do you see in providing park and recreation opportunities in Benzie County?

lot tied to funding, personally with Benzie is information is hard to find (what is there, what can be done). also personal - maintenance and upkeep and management oversight is a common discussion points

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

thoughts - neat places that the county owns or jurisdiction places you can bring your family and friends but ecologically as important, carrying for the resource with public use in mind but done responsibly that values natural resources that are there, bring people to be interested in what makes these places special

Protection of resources, being able to use those sites as educational sites, getting people out to Benzie County Parks

What would you like to see from a County Parks and Recreation department?

Resources put towards caring for natural resources (BCD can help with this), have rare and sensitive features but high priority invasive species, go beyond parks maintenance (picking up trash, trimming trees) such as reforestation and invasives

Keeping a holistic approach - what do we have, what are the needs, and threats, think beyond parking and garbage removal

BCD can and would love to be a resource

Please let us know if there is anything else we should know!

BCD and County partnership opportunity - established org, care for natural resources, BCD would need to do some examination of their own org but this is a possibility.

Concern about department of 1, would make sense to be lumped with another group for facilities, oversight, and opportunity to collaborate with parks and rec county on natural resources (land protection, invasives, species protection)

Benzie County Central Schools

What is your organization's role? In general and/or specific to parks and recreation.

We are a PreK-12 school system serving students in Benzie County.

Who do you serve? Within Benzie County?

PreK-12 students approximately 1238 students

What recreational services, facilities, or opportunities for recreation do you provide?

We have extracurricular activities- sports, SEEDS programs, Nordic Rocks, etc
We have gyms, track, trails, weight room, etc

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

We collaborate with many community partners.

What gaps do you see in providing park and recreation opportunities in Benzie County?

We have many communities within our county. Not all have access to quality playgrounds, basketball courts/tennis courts, paved walking trails, etc

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

It would promote more physical activity for students/families/residents

What would you like to see from a County Parks and Recreation department?

Playgrounds, courts, paved trails

Frankfort-Elberta Chamber of Commerce

What is your organization's role? In general and/or specific to parks and recreation.

Frankfort-Elberta Area Chamber of Commerce strives to promote the civic, commercial, educational, and industrial welfare of Frankfort-Elberta and the surrounding area.

Who do you serve? Within Benzie County?

Our Chamber members and tourists in Benzie and beyond.

What recreational services, facilities, or opportunities for recreation do you provide?

We promote and manage several events in the area during Spring a Summer and Fall. We promote all recreational facilities and activities in our area to the tourists that contact us or come into our office.

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

TC Tourism, Benzie Chamber of Commerce and other non profits in the area.

What gaps do you see in providing park and recreation opportunities in Benzie County?

Seems to be an interest in creating an aquatic center and event facility.

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

Join Chamber, promote their organization's activities and events, etc. Receive free booth spaces at Chamber events to promote their organization. Collaborated events.

What would you like to see from a County Parks and Recreation department?

Recreation activity programs, athletic leagues, special events, arts programs, and environmental education programs. Including places and activities for health and well-being that are accessible by persons of all ages and abilities.

Village of Elberta

What is your organization's role? In general and/or specific to parks and recreation.

We are a Lake Michigan coastline Municipality. Being located on Lake Michigan and Betsie Lake we have many recreation opportunities within the village limits. Elberta has and Parks and Recreation Commission and a current 5 Year Recreation Plan.

Who do you serve? Within Benzie County?

The residents of the Village of Elberta, tourists/ general public

What recreational services, facilities, or opportunities for recreation do you provide?

Penfold Park - ADA Kayak Launch, parking and pavilion along with ADA restrooms, small watercraft boat launch and also serves as a trail head for the Betsie Valley Trail.
Waterfront Park - Playground equipment, ADA parking and paved walking path and port-a-potties, Exercise equipment, Amphitheater, Fishing deck and pavilion.
Elberta Beach - Spring 2023 ADA parking, pathway and restroom, Lake Michigan access by foot.
Elberta Dunes South Natural Area - Parking, hiking trails, viewing platform and benches.

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

Betsie Valley Trail
Always willing to collaborate on anything with Frankfort or other organizations.

What gaps do you see in providing park and recreation opportunities in Benzie County?

More collaborations between villages, townships, cities that share coastlines, waterways and the Betsie valley trail.

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

It would be a tremendous help to our understaffed (2 DPW) village to have help with upkeep or monitoring of the recreation areas in the village.

What would you like to see from a County Parks and Recreation department?

Any help would be appreciated.

Village of Honor

What is your organization's role? In general and/or specific to parks and recreation.

We have a small park and are looking to develop a community center for year round recreational opportunities.

Who do you serve? Within Benzie County?

The citizens of Honor.

What recreational services, facilities, or opportunities for recreation do you provide?

A park with picnic areas, open space and swing sets is within the Village.
HARP is the driving force behind developing a 52 acre riverfront park in Homestead Township, adjacent to the Village limits.

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

I am a member of Honor Area Restoration Project, Advocates for Benzie County, Benzie Senior Resources Advisory Council, Sleeping Bear Gateway Council and the Honor Village government.
We would like to be more involved with Benzie County Parks Commission

What gaps do you see in providing park and recreation opportunities in Benzie County?

A lack of indoor all season venues for activities. A dearth of opportunities for youth sports other than baseball.

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

Coordination between local municipalities would provide more support for shared facilities. Funding as a County budget item and influence applying for grants would be a huge asset.

What would you like to see from a County Parks and Recreation department?

A well organized focused government committee.

Weldon Township

What is your organization's role? In general and/or specific to parks and recreation.

Governing body for Weldon Township

Who do you serve? Within Benzie County?

Anyone who chooses to use the Day Use Park

What recreational services, facilities, or opportunities for recreation do you provide?

Betsie River Day Use Park and hiking trail

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

Village of Thompsonville

What gaps do you see in providing park and recreation opportunities in Benzie County?

There is an information gap amongst all of the facilities available in Benzie County.

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

A County Parks and Recreation department would be able to coordinate activities between the various facilities in townships and villages

What would you like to see from a County Parks and Recreation department?

publicity either printed or on line planned activities to highlight available opportunities

Sleeping Bear Dunes National Lakeshore

What is your organization's role? In general and/or specific to parks and recreation.

We care for the Sleeping Bear Dunes so all that may experience their heritage.

Who do you serve? Within Benzie County?

We serve about 1.5 million visitors a year. About a third of our 72000 acres are in Benzie County.

What recreational services, facilities, or opportunities for recreation do you provide?

All sorts of outdoor recreation: hiking, paddling, hunting, fishing, camping, beach-going, skiing, snowshoeing, bicycling, sightseeing, museums, ranger talks, etc.

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

many groups

What gaps do you see in providing park and recreation opportunities in Benzie County?

launch sites on the upper Platte River, bike trail along M-22

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

help us coordinate more closely with the county

What would you like to see from a County Parks and Recreation department?

actively promote healthy outdoor recreation

Colfax Township

What is your organization's role? In general and/or specific to parks and recreation.

We currently have no parks within our township but do have the Rails to Trails pathway. We also have a rustic campground (Grass Lake Campground) with 15 camping sites, a day area/pavilion. The campground is on the Betsie River.

Who do you serve? Within Benzie County?

We serve our residents which lie on the East side of Thompsonville Highway/Co Rd 669 to the Grand Traverse County line, South to the Manistee County line, and North to the south side of Aylsworth Road. We have a very large area of state land within our township.

What recreational services, facilities, or opportunities for recreation do you provide?

Grass Lake Campground
Rails to Trails passes through our Township
Betsie River winds throughout the Township

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

We collaborate with the DNR regarding the campground--they own the campground but the township runs it.
With no real public spaces within our township, there are not a lot of options or offerings

Colfax Township (Cont.)

What gaps do you see in providing park and recreation opportunities in Benzie County?

TARP has presented a very nice proposal to revitalize the water tower park in Thompsonville, just across the street from the township hall. I think this would be a great offering as the trails are improved and hopefully used more. It would be nice to see a true trailhead with nice parking, restrooms, an area map, a designated picnic area apart from the camping area, maybe horseshoe pit, volleyball pit, plenty of bike racks to lock bikes to for those that may use the trails to travel here and want to grab a bite to eat or a beverage.

The gaps seem to be people with the time and interest to apply for grants to fund this sort of project.

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

If this person were interested in and good at grant writing, that would certainly be a plus. Also having some experience in the development process/stage would be nice, but most importantly in maintaining and improving all parks currently in the county--minor upgrades to keep them nice and usable until more funds are available to provide overhauls.

It would also be great to see some of the parks marketed--the Honor and Thompsonville parks and the Benzonia ball park would all benefit from some advertising to host various tournaments and activities. Using the parks we have and making improvements will make them more enticing, bringing money to the communities and to the parks/ball fields.

What would you like to see from a County Parks and Recreation department?

Access and Communication with ALL townships and areas. Regular reports, maybe quarterly meetings to highlight plans/prioritization/ideas for funding/ideas for future goals for the public park areas as a whole throughout the County, not just park by park or township/city

Benzie County Sheriff's Office

What is your organization's role? In general and/or specific to parks and recreation.

We are a Law Enforcement Organization.

Who do you serve? Within Benzie County?

All citizens of Benzie County

What recreational services, facilities, or opportunities for recreation do you provide?

We educate individuals in the area of Boaters Safety, ORV Safety, Firearm Safety, Snowmobile Safety, and Bicycle Safety to name a few.

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

DNR, MSP, National Park Service

What gaps do you see in providing park and recreation opportunities in Benzie County?

We have a great number of local parks and open areas for lake access but could use more state and local funding for enforcement.

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

I don't know. I think there are too many twp., and city parks that don't want the county having influence.

What would you like to see from a County Parks and Recreation department?

We don't need one.

Benzonia Township

What is your organization's role? In general and/or specific to parks and recreation.

We are a township municipality containing two villages, one fire department and one township owned park.

Who do you serve? Within Benzie County?

The people of Benzonia Township

What recreational services, facilities, or opportunities for recreation do you provide?

A municipal park containing a dog park, disc golf area, ball fields, picnicking facilities (including 2 pavilions), and restrooms.

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

The township collaborate with the Benzie County Parks and Rec when possible. We could use more concerning expanding the facilities and updating most of the equipment.

What gaps do you see in providing park and recreation opportunities in Benzie County?

We need help in updating our playground equipment. Spring of 2023 we hope to begin work on a (one mile) walking trail around part of the park, which will be unpaved because we cannot afford to get that done when completed. That expense will be budgeted at a later date. The walking trail is important to our township because the public cannot walk the Betsie Valley Trail with their dogs because they are not allowed. We will have waste bags on the trail and signs to encourage the public to use them when they walk their dogs on the park trail. We have also been asked many times over about a pickleball court at the Park.

Benzonia Township (Cont.)

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

A department could access grants for us to pay some of the expenses needed for the park.

What would you like to see from a County Parks and Recreation department?

Collaboration for more funding.

Please let us know if there is anything else we should know!

We have two pavilions at the park currently and there are many, many residents and group who use those during the good weather. Benzonia Township is also currently researching putting two pickleball courts at the park. There is room and we will see if we can find the money for construction.

Benzie Manistee Snowbirds Snowmobile Club

What is your organization's role? In general and/or specific to parks and recreation.

We maintain 160 miles of recreational snowmobile trails in 3 counties, Manistee, Benzie and Leelanau.

Who do you serve? Within Benzie County?

We partner with Betsie Valley Trails maintaining the BVT in Fall and Winter. Our trails are Trail 3 South to Brethren in Manistee County, North to Maple City in Leelanau County Trail 395 to Benzonia Trail 391 to Crystal Mountain - Trail 39 to Turtle Lake Trail 37 connecting to Mesick in Wexford County Landis Loop

What recreational services, facilities, or opportunities for recreation do you provide?

Trail Maintenance, brushing, signing, winter time grooming. Installing and seasonally opening and closing gates

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

Betsie Valley Trails
Friends of Betsie Valley Parks and Recreation
DNR
Benzie County Sheriff

What gaps do you see in providing park and recreation opportunities in Benzie County?

Liaisons and partnerships in trail development

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

Getting local townships the shared information on moving recreation planning partnerships forward

What would you like to see from a County Parks and Recreation department?

Work with Commissioners, County, County Road, Townships and Communities

MSU Extension - Benzie 4-H

What is your organization's role? In general and/or specific to parks and recreation.

Michigan 4-H is the largest youth development organization in the state, and offer a large range of topics and interest areas for youth to explore through hands-on, experiential learning. Benzie 4-H has been the sponsor of Benzie Area Youth Soccer program since the 1980s, we handle the registration of youth players, screening of volunteer coaches, team assignments, field preparations, equipment purchases and maintenance, game schedule, etc. We use the soccer fields at Grace Memorial Park in Benzonia and Almira Township Park in Lake Ann. Our program starts the Saturday after Labor Day and runs through the end of October, approximately 8 weeks of youth soccer.

Who do you serve? Within Benzie County?

Our soccer program serves youth age 5 (4-H age) thru 12-13 (Grades K thru 8), however 4-H, as an organization serves youth ages 5-19. We serve Benzie county primarily, but we do have youth from Grand Traverse that come to play in our Fall league.

What recreational services, facilities, or opportunities for recreation do you provide?

We provide 8 weeks of 4-H soccer programming for youth ages 5 to 12/13. We focus on life skills like team building/teamwork, sportsmanship, nutrition, soccer skills, and more.

Who do you collaborate with? Are there other organizations you could collaborate with, but are not?

We have our own internal Soccer Advisory Committee and we work with Benzie Central High School athletics to make our program a feeder program to the upper levels. We are also exploring collaborations with other private area schools such as Benzie Christian Academy. We'd like to help Frankfort establish a soccer program for upper levels after their players age out of our co-ed program. We also are talking with PVCC in Arcadia about putting in soccer fields for use.

MSU Extension - Benzie 4-H (Cont.)

What gaps do you see in providing park and recreation opportunities in Benzie County?

There seems to be a lot of different organizations that run different sports, it would be great to have a central organization to help manage and maintain facilities and be a public facing resource for parents/families to connect to all these other organizations/opportunities for youth in the area.

How could the establishment of a County Parks and Recreation department support your organization and further recreation availability in the County?

A county parks and rec department would be great for helping manage, maintain and improve facilities, possibly expand programming opportunities through 4-H (we have been asked to add a Spring Soccer season for a few years now, but haven't been able to due to field availability issues/conflicts), and just being a general information for the public.

What would you like to see from a County Parks and Recreation department?

Help manage a schedule or event calendar for sporting fields, help maintain and improve facilities and equipment, and be able to give parents/families information about the various sports leagues available to participate in and how to get involved in supporting these local organizations.

Appendix B - Recreation Inventory

Site Name	Ownership	Park Type	Fee	Lighting	Parking	Signage - Directional	Signage - Educational	Utilities/Hook-ups (Camping)	Rustic Camping	Potable Water	Restrooms (flush toilets)	Portable Toilet	Outhouse (Pit Vault)	Shower Facility	Garbage Receptacle	Picnic Table	Benches	Fire Pit	Grill	Bike Rack	Emergency Phone	Water Access	Beach	Pier/Fishing Platform	Canoe/Kayak Launch	Boat Launch	Boat Parking	Fish Cleaning Station	Picnic Shelter/Pavilion	Beach House	Band Shell	Dog Park	Pet Waste Disposal Station	Viewing Platform	Trailhead (Water, Land)	Trails (off pavement)	Bike Lane (Road Shoulder)	Mountain biking	Playground Equipment	Baseball/Softball Field	Tennis Court	Pickleball Court	Volleyball	Soccer Field	Football Field	Shuffleboard	Ice Arena	Skate Park	Disc Golf	Basketball	Veterans' memorial					
Almira Township Park	Almira Township	58-Acre community park			X					X	X						X			X									X								X	X	X		X	X								X						
Almira Township Lakefront Park	Almira Township	Community park on Ann Lake			X					X	X					X	X				X	X							X																											
Ransom Lake Natural Area	Almira Township	229 acre Scenic area with trails			X	X							X				X				X														X	X																				
Cedar Run Creek Natural Area	Long Lake Township	Nature trails and lake frontage in Benzie and Grand Trav. Counties																																	X	X																				
Lake Ann State Forest Campground and Pathway	MDNR	Campground and Ann Lake boat launch	X		X	X			X	X			X			X	X				X					X	X								X	X																				
Ann Lake Access Site	MDNR	Boat Launch			X																				X																															
Stevens Lake Access Site	MDNR	Boat Launch			X																				X																															
Davis Lake Access Site	MDNR	Boat Launch			X																				X																															
Pearl Lake Access Site	MDNR	Boat Launch			X																				X																															
Brooks Lake Access Site	MDNR	Boat Launch			X																				X																															
Herendeene Lake Access Site	MDNR	Boat Launch			X																				X																															
Lime Lake Access Site	MDNR	Boat Launch			X																				X																															
Pearl Lake Access Site (Wagner Road)	Benzie Road Commission	Boat Launch																							X																															
Bronson Lake Access Site (Oakley Road)	Benzie Road Commission	Boat Launch																							X																															
Memorial Park	Benzonia Township	30 Acre community park		X	X	X				X						X	X											X			X	X										X														
Zada Price Park	Benzie County	Roadside Park Boating Access			X		X									X	X					X			X	X	X																													
Railroad Point Natural Area	Benzie County	220 Acre waterfront natural area			X	X	X										X					X	X		X											X																				

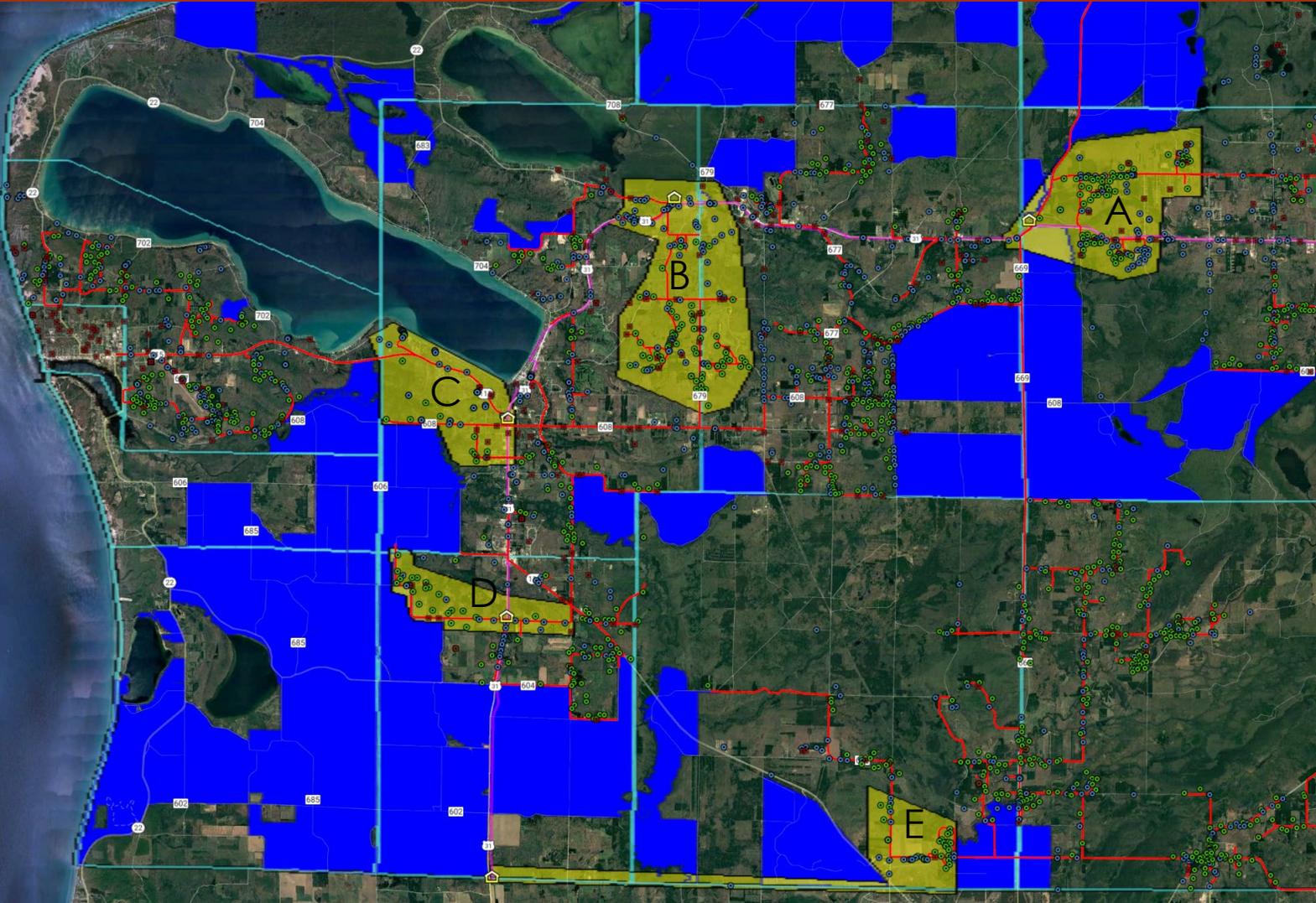


Internet for All Benzie & ROBIN

June 12 presentation - ROBIN, Timelines, Digital Equity, and Mapping

Tim Maylone

ROBIN



MIHI selection team

- 40 households were removed
- Redaction review completed
- Announcement this week.
- Comment period 45 days
- Awarded August

Grant

- Reimbursed quarterly
 - \$450K to \$650K anticipated QTR
- Completed end of 2026 (ARPA)

Team Effort

- County administration
- Mitch Shepiro
- Grow Benzie

ROBIN Details

Row Labels	Count of address
Almira	269
Likely Eligible (Unservd)	74
Likely Eligible (Unconfirmed - Unservd or Underservd)	195
Benzonia	304
Likely Eligible (Unservd)	124
Likely Eligible (Unconfirmed - Unservd or Underservd)	180
Colfax	417
Likely Eligible (Underservd)	80
Likely Eligible (Unservd)	204
Likely Eligible (Unconfirmed - Unservd or Underservd)	133
Crystal Lake	318
Likely Eligible (Unservd)	160
Likely Eligible (Unconfirmed - Unservd or Underservd)	158
Homestead	492
Likely Eligible (Underservd)	3
Likely Eligible (Unservd)	211
Likely Eligible (Unconfirmed - Unservd or Underservd)	278
Inland	286
Likely Eligible (Underservd)	2
Likely Eligible (Unservd)	123
Likely Eligible (Unconfirmed - Unservd or Underservd)	161
Joyfield	121
Likely Eligible (Unservd)	74
Likely Eligible (Unconfirmed - Unservd or Underservd)	47
Weldon	170
Likely Eligible (Underservd)	45
Likely Eligible (Unservd)	45
Likely Eligible (Unconfirmed - Unservd or Underservd)	80
Grand Total	2377

28 miles Almira

24 miles Benzonia

34 miles Colfax

22 miles Crystal Lake

20 miles Homestead

21 miles Inland

08 miles Joyfield

25 miles Weldon

204 route miles

4,100 households passed

16 miles per quarter

Mapping

► **How Government Entities Can Access the Location Fabric**

- Governmental entities may access the Broadband Serviceable Location Fabric ([Fabric](#)) for the counties in their jurisdiction by following the steps outlined below.
- Broadband service providers and other third-party organizations may also execute a license to access the Fabric dataset (See [How Service Providers Can Access the Fabric](#) and [How Entities Can Access the Fabric](#)).
- To access the Fabric data, each governmental entity must log into the BDC system and execute a limited end-user license agreement for the Fabric. License requests will be processed as quickly as possible but depend on the number of pending requests. Due to this, delivery of the data may take up to two weeks from the time your entity information is submitted.
- If you do not already have one, obtain an FCC username and password, and an [FCC Registration Number \(FRN\)](#) for your entity, in CORES (Commission Registration System). When creating your FRN, you must select the Entity Type that matches your government type (Federal, State/Local, or Tribal).
- <https://help.bdc.fcc.gov/>

Digital Equity

- ▶ Digital Equity ensures all individuals and communities have the information technology capacity needed for full participation in our society, democracy, and economy.
- ▶ Digital Equity is necessary for civic and cultural participation, employment, lifelong learning, and access to essential services.



354,611

Households with **no**
computer



608,648

Households **without** an
Internet subscription

1 out of 3

Households with
income less than
20,000 do not have
an internet
subscription

22%

Michigan residents
age 65 and older
(395,000) who do
not have
broadband at home

Correspondence

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Monday, May 1, 2023 2:00 p.m.
Leelanau County Government Center
6527 E Government Center
Suttons Bay MI 49682**

Chairperson Gary Sauer called the meeting to order at 2:02 p.m.

Members Present:

Gary Sauer - Benzie County Board of Commissioners
Dr. Barbara Conley – Leelanau County Member at Large
Rhonda Nye – Benzie County Board of Commissioners
Dr. Mark Kuiper – Benzie County Member at Large
Gwenne Allgaier – Leelanau County Board of Commissioners
Ty Wessell – Leelanau County Board of Commissioners

Members Absent: None

Members Excused: None

Staff Present:

Dr. Joshua Meyerson – Medical Director
Dodie Putney – Director of Administrative Services
Eric Johnston – Director of Environmental Health
Michelle Klein - Director of Personal Health
Dan Thorell – Health Officer

Staff Excused: None

Pledge of Allegiance

Approval of Minutes:

Motion By: Conley to approve the March 22, 2023, BOH meeting minutes.

Seconded By: Kuiper

Voice Vote: 6 yeas 0 nays 0 excused **Motion carried**

Approval of the Agenda:

Motion By: Wessell to approve the agenda as presented.

Seconded By: Kuiper

Voice Vote: 6 yeas 0 nays 0 excused **Motion carried**

Public Comment – None

BLDHD BOH – By Laws Rules of Order

Motion By: Conley to approve the revised BLDHD – By Laws and Rules of Order.

Seconded By: Nye

Roll Call Vote: Sauer- yea, Conley- yea, Kuiper – yea, Allgaier -yea, Nye – yea, Wessell - yea
6 yeas 0 nays 0 excused **Motion carried**

Contract with Health Department Northwest Michigan

The services that have been provided by this contract have been satisfactory, the concern is the lack of communication with HDNW BOH. It was mentioned that the BLDHD has two options for a Health Officer, directly hire someone or contract out the position as it is currently being done. Having this position contracted out is more financially beneficial for BLDHD. It was asked if the HDNW's BOH would be open to granting BLDHD more involvement with the employment aspect of a Health Officer. Sauer and Conley both agreed that from the meeting that they attended with the Chair of the HDNW BOH earlier in the year, HDNW is not interested in including the BLDHD BOH in any decision making regarding this position. It was mentioned that the only way of changing BLDHD's involvement with employment related items is by having it included in the next contract with HDNW. Meyerson mentioned that his contract is split between two different health departments. Each department has agreed to pay for various percentages of his wages and benefits, the way the document is written he is an employee of both health departments. If one department was to terminate him, he would still be an employee of the other department. It was asked if he could provide a copy of his contract to Putney for review, he agreed. This will be discussed more at the next BOH meeting.

Health Officer Update – Dan Thorell

A written report was distributed prior to the meeting for review. Please refer to it for details. The Day at the Capital was a positive event. Items that were discussed was the State's increase in funding to local health departments. Some of the money that is being distributed by the State of Michigan for local health departments is to be used for investing in retaining and recruiting new employees. Other funding will be applied to upgrade infrastructure for local health departments as it has been identified as a huge need to be able to provide and expand quality services. The CHIR and Community Connections funding is set to expire on May 31, 2023. BLDHD has budgeted out the funds to be able to provide services through September 30, 2023. Currently BLDHD has contracts with Medicaid and a few other entities to be reimbursed for providing outreach to clients. It has been proven that this service has decreased ER visits by 23 % and hospital stays by 20% for the clients who have been served.

There is a bill in Congress for a Statewide sanitarian code. Currently, Michigan does not have one, each local health department enforces their own codes. This unitary code would require that all septic systems are inspected every five years and the local health departments could not have their own stricter code. For BLDHD this means that the new ordinance that went into effect in January would be invalid. Thorell is going to forward bill 0299, 0300, 4479 and 4480 to the BOH members for review.

Accounts Payable

Motion By: Nye to approve accounts payable and pay the bills in the amount of \$167,515.16.

Seconded By: Allgaier

Roll Call Vote: Sauer- yea, Conley- yea, Kuiper – yea, Allgaier -yea, Nye – yea, Wessell - yea
6 yeas 0 nay 0 excused Motion carried

March 2023 Financial Statements

Motion By: Sauer to accept the financial statements as presented.

Seconded By: Conley

Roll Call Vote: Sauer- yea, Conley- yea, Kuiper - yea, Allgaier- yea, Nye-yea, Wessell- yea
6 yeas 0 nay 0 excused Motion carried

Discussion Regarding Renovation of Leelanau Governmental Center Space for Environmental Health Division and Lease Agreement

During the Personnel and Finance Committee meeting the Leelanau County Administrator joined in to discuss the one bid that was received in regard to the renovation of the lower level of the Leelanau County Government Center. The bid was \$619,000, this was considerably higher than

what was initially expected. BLDHD had been expecting the bid to come in closer to \$500,000. It was discussed that there really needs to be more bids accepted to see if this amount is truly accurate. It was suggested that either the bidding process be opened back up for the job or to have a Leelanau County staff member reach out to various local contractors to see if anyone would be interested in bidding on the job. Wessell stated that a resolution needed to be approved to provide to the Leelanau County Commissioners to show that BLDHD is committed to the renovation project. Thorell had written a commitment motion for the Board to approve. Jablon read it out loud for the Board. It was discussed that the wording needed to be changed to a minimum of how many bids needed to be received.

Motion By: Conley to approve the expenditure of half of the cost of renovation for Environmental Health office space at the Leelanau County Government Center, not to exceed \$300,000, which is contingent on satisfactory expectations of the selected renovation bid, of at least two bids, and acceptable final agreement and lease terms with Leelanau County.

Seconded By: Allgaier

Roll Call Vote: Sauer- yea, Conley- yea, Kuiper – yea, Allgaier -yea, Wessell – yea, Nye - yea
6 yeas 0 nay 0 excused **Motion carried**

Renewal of Lease Agreement with the Leelanau Montessori Public Academy

The lease between BLDHD and the Leelanau Montessori Public Academy is ending on June 30, 2023. A new lease agreement had been presented by the Montessori. This document was provided prior to the meeting for review. The monthly base rent will increase by approximately fifteen percent. The new agreement extends the lease terms for three years, with each year having a four percent increase in base rent. The charge for utilities and other building related services decreased from fifty percent to forty percent, in this agreement. This aligns more with the square footage that BLDHD is currently renting from the Montessori. The amount of square footage that BLDHD initially leased five years ago from the Montessori had decreased during the terms of the present lease. Putney was asked to reach out to the Montessori and try to negotiate the yearly increase of base rent down to three percent and to see if the terms of the new contract could be extended out to five years.

Presentation of the Property Management of the Benzie Resource Center

Putney had provided a chart prior to the meeting that explained how the financial and ownership arrangements for the Benzie Community Resource Center have evolved over time. The chart explained how with different financial options that were selected over the years it had changed who ownership of the building would defer to after the mortgage was paid. It was explained to the BOH that if another mortgage was taken out against the building and Benzie County elected to assume ownership of the building, the financing for any future projects could cost significantly less than what is currently being charged with the ownership of the building being directed to the Northern Health Foundation. It was discussed that the County Administrator for Benzie County would need to be brought into these conversations to see if this was something that the County might be interested in participating in.

3:45 p.m. Break

3:50 p.m. Reconvene

Staff Reports:

Medical Director – Dr. Joshua Meyerson

A report was distributed prior to the meeting. Please refer to it for details.

Personal Health – Michelle Klein

A report was distributed prior to the meeting. Please refer to it for details. BLDHD will be phasing out the Title X Family Planning program. The demand for this service has decreased significantly

over the past twelve years. Also, finding a nurse practitioner to contract with to provide the services is becoming extremely difficult. The individual/entity that the Health Department has currently been working with will be ending their services on June 1, 2023. BLDHD will work with current clients to place them with providers who will be able to take care of their needs. It was asked if BLDHD would ever reconsider this program again if the need arose and the answer was, yes, or course it would be reinstated if the demand for the services grew. The staff that have been utilized for this program will be absorbed into other programs.

Environmental Health – Eric Johnston

A report was distributed prior to the meeting. Please refer to it for details. EGLE and local health departments partner on issuing and inspecting Community Septics. The gallon size of the system determines which part of the project each Department will be involved with. A bill for water filters is being considered by the House Committee to be installed in schools and day care centers throughout Michigan. The filters are to help protect children and staff from lead in their drinking water. These entities are required to test for lead in the drinking water on a routine basis. EGLE and the MDHHS will be writing the exact requirements for the water filter and lead testing programs. The two agencies plan on partnering with local health departments to negotiate on who will be implementing what processes within the guidelines. The State of Michigan will be providing some funding for this program. Josh Gillissie started April 24, 2023 with BLDHD as the new Environmental Health Administrative Assistant. He comes to BLDHD with great experience, lots of energy and a good work ethic.

Administrative – Dodie Putney

A report was distributed prior to the meeting. Please refer to it for details. The Benzie County Treasurer’s office reached out to inform BLDHD that Honor Bank will be offering a 3% money market account. This will be investigated and BLDHD will move the savings account funds into this type of account if it is beneficial to the Department. On April 12, 2023, the Benzie Community Resource Center experienced a significant water leak and had to close that afternoon as the building had no water. Renee Youker handled the situation and the leak has been repaired. An additional Personnel and Finance meeting was requested as next year’s appropriations request is due for both Counties. It needs to be determined what the amount of the request should be and the budget needs to be reviewed to begin amendments. It was decided that this meeting will be at 12 p.m. on May 24, 2023. It was asked for the County Commissioners to provide input as the request for funding will need to go before their Boards.

4:41 p.m. Nye excused

Public Comment – None.

Board Comments – Sauer asked if it was possible for the BOH Member to be able to review what grants BLDHD is applying for. The pros and cons of having every grant reviewed were discussed. It was mentioned that the main reason why a review would be beneficial would be to see if there were any liabilities attached to the potential grant and what local appropriations would be required to subsidize the grant. The discussion included ideas on the best way to present the information.

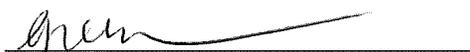
Adjourn:

Motion By: Sauer to adjourn the BOH meeting at 4:50 p.m.

Voice Vote: 5 yeas 0 nay 1 excused **Motion carried**



Gary Sauer, Chair



Shelley Jablon, Recording Secretary

Tammy Bowers

From: Lisa Pyne <lisa.pyne59@gmail.com>
Sent: Wednesday, June 7, 2023 9:26 AM
Subject: Letter to the Editor
Attachments: LTTE June 2, 23.pdf

CAUTION: This email originated from outside the Benzie County Email System. Maintain caution when opening external links/attachments.

Hello,

As a concerned citizen of Benzie County, we have submitted a Letter to the Editor of the Record Patriot. The citizens of Martin Rd. in Platte Township have had concerns regarding the Zoning Administrator and the lack of knowledge that he possesses. We want to continue to preserve the natural resources in Benzie County to the best of our ability by following our current ordinances and bylaws that have been set up.

We also feel that there is a lack of transparency on the West Benzie Joint Planning Commission. The citizens of Benzie County have requested at monthly meetings and in person to post agendas, minutes, and any changes to monthly meetings. This has not occurred.

We feel in part that there is a lack of oversight due to township zoning operating in the absence of county planning and zoning.

I have attached the Letter to the Editor for your convenience.

Lisa Pyne
9733 Martin Rd.
Honor, Michigan 49640
989.277.5955

TO THE EDITOR:

Further to the letter written by Robin Talsma, of Honor, MI regarding the role of the West Benzie Joint Planning Commission Zoning Administrator, many of us residing on Martin Road in Platte Township share the concern expressed in this letter.

A single individual occupies both the elected role of Benzonia Township Supervisor and that of Zoning Administrator (ZA) for the West Benzie Joint Planning Commission (WBJPC). This is a direct conflict of interest, against best practices and common sense, and is having predictable results (Sunkissed Hills is one example).

Residents of Platte Township on Martin Rd. have had concerns about zoning issues. We have approached the ZA over the last four years via email, phone calls and conversations at the WBJPC monthly meetings. We were able to secure a private meeting with the ZA which took 6 months. There have been no solutions given. The ZA stated in the meeting that he does not return emails or phone calls due to time constraints.

Now we understand the ZA is attempting to hire an assistant, which is a waste of our tax dollars. We do not want an Assistant. We want and deserve the full attention of a Zoning Administrator dedicated solely to the WBJPC.

The residents of Martin Rd. take pride in Platte Township. We also want transparency for all meetings that are held. It's unfortunate that the WBJPC neglects to post minutes, agendas, or notices of a meeting cancellation on their website. It is our understanding that there is a dedicated webmaster. On June 1, 2023, the WBJPC monthly meeting was canceled without any online notice. There was a notice posted on the door which has not happened in the past.

We ask the WBJPC to follow the ordinance that established them and hire a dedicated Planning Director to perform the roles of planning, zoning, and enforcement. This is an important position which oversees many aspects of our townships which have the potential to dramatically affect quality of life in both townships.

Lisa Pyne, Platte Township - Heather Hollick, Platte Township – Linda Gottschalk, Platte Township – Randy Marcos, Platte Township – Berna Marcos, Platte Township

Tammy Bowers

From: Robin Talsma <saddlebum3@gmail.com>
Sent: Wednesday, June 7, 2023 11:04 AM
Subject: In case you didn't read this..
Attachments: Letter to Editor revision 5-15-23.docx

CAUTION: This email originated from outside the Benzie County Email System. Maintain caution when opening external links/attachments.

My letter to the editor (attached) was published in the Record Patriot the week of May 24th, 2023 opinion page and The Traverse City Record Eagle on June 4th as a forum piece.

This was done in an effort to motivate people in responsible positions in the County and Townships to take action in a responsible way to prevent another Sunkiss Hill fiasco, to hold citizens in the townships accountable for their zoning violations (many are being ignored) and to hold those elected officials responsible for the waste of citizens' dollars.

There is a letter to the editor in this week's Record Patriot edition, June 7th, 2023, signed from Lisa Pyne, Heather Hollick, Linda Gottschalk, Randy Marcos, and Berna Marcos addressing these same concerns.

I ask you to take responsibility for the trust afforded you by the citizens who voted for the elected office you hold, and the appointments you were assigned, by action to stop the waste of tax dollars and end the conflict of interest.

Here is a link to the ordinance that establishes the West Benzie Joint Planning Commission. Please go to item G which designates a Planning Director and duties:

[http://www.benzoniatownship.org/PDF/ordinances/West Benzie JPC Ordinance.pdf](http://www.benzoniatownship.org/PDF/ordinances/West_Benzie_JPC_Ordinance.pdf)

I am asking you to please read the letter attached and read the letter in today's Record Patriot.

I am,
Sincerely,

Robin Talsma
Platte Township, Benzie County, MI

The May 3rd Record Patriot article “Beach home development sparks erosion concerns.” was concerning. As a former West Benzie Joint Planning Commissioner (WBJPC), my concern grows about the zoning ordinance violations with respect to the Sunkissed Hills development and throughout WBJPC area.

In 2017, the Benzonia Township Supervisor, an elected official, was hired to assume Zoning Administration (ZA) as paid “additional duties” for both Benzonia & Platte Townships. Despite legal advisement to both townships and the WBJPC that best practices dictate a Township Supervisor should NOT also serve as the ZA, on page 87 of Township Guide to Planning and Zoning, issued by the Michigan Township Association, it clearly states “The Township Supervisor should not serve as Z.A.”

Hiring an assistant for the Z.A., as WBJPC has voted to do - wastes our tax dollars.

One person holding both positions is a direct conflict of interest. Many citizens have witnessed the Z.A. express in public meetings he “did not have time” for zoning related matters. Both Townships deserve the full attention of a dedicated Zoning Administrator who is not challenged by trying to share that role as an elected official. In addition, Benzonia Twp deserves to have an elected Supervisor whose undivided attention is on administration of their township.

Sunkissed Hills development is further evidence to the community, WBJPC and both townships that the shared role is not sustainable, and is not ensuring that our ordinances are applied and enforced. On behalf of the community, I ask the WBJPC to follow the ordinance that established them and hire a dedicated Planning Director to perform the roles of planning, zoning, and enforcement. This is an important position which oversees many aspects of our townships which have the potential to dramatically affect quality of life in both townships, the Crystal Lake Watershed, and the Betsie Valley Trail.

Robin Talsma, Honor, MI

RESOLUTION

Alcona County, Michigan

RESOLUTION IN SUPPORT OF "THE REVISED SCHOOL CODE" HB4284

Whereas, "A nation which does not remember what it was yesterday, does not know what it is today, nor what it is trying to do. We are trying to do a futile thing if we do not know where we came from or what we have been about." - President Woodrow Wilson.; and

Whereas, From our founders the following statements: "Every child in America should be acquainted with his own country. He should read books that furnish him with ideas that will be useful to him in life and practice. As soon as he opens his lips, he should rehearse the history of his own country." and "It is an object of vast magnitude that systems of education should be adopted and pursued which may not only diffuse a knowledge of the sciences but may implant in the minds of the American youth the principles of virtue and of liberty and inspire them with just and liberal ideas of government and with an inviolable attachment to their own country."-Noah Webster, On the Education of Youth in America, 1788, "I know no safe depository of the ultimate powers of the society, but the people themselves: and if we think them not enlightened enough to exercise their controul with a wholesome discretion, the remedy is, not to take it from them, but to inform their discretion by education. this is the true corrective of abuses of constitutional power"- Thomas Jefferson to William Charles Jarvis, 28 September 1820.; and

Whereas, "A Bible and a newspaper in every house, a good school in every district--all studied and appreciated as they merit--are the principal support of virtue, morality, and civil liberty."-Benjamin Franklin.; and

Whereas, "Who controls the past controls the future. Who controls the present controls the past." —George Orwell, From 1984.; and

Whereas, Michigan Constitution states: Article 8 – Education - Section 1 – Encouragement of Education - Religion, morality and knowledge being necessary to good government and the happiness of mankind, schools and the means of education shall forever be encouraged.; and

Whereas, Every member of the State ought diligently to read and to study the constitution of his country, and teach the rising generation to be free. By knowing their rights, they will sooner perceive when they are violated, and be the better prepared to defend and assert them. John Jay, First Chief Justice of the supreme Court of the United States, 1797, Charge to the Grand Jury Of Ulster County.; and

Whereas, **New York State Supreme Court Justice Gallagher, Elbert T. opinion Baer v. Kolmorgen December 15, 1958-** Much has been written in recent years concerning Thomas Jefferson's reference in 1802 to "a wall of separation between church and State." It is upon that "wall" that plaintiffs seek to build their case. Jefferson's figure of speech has received so much attention that one would almost think at times that it is to be found somewhere in our Constitution. Courts and authors have devoted numerous pages to its interpretation.; and

Whereas, From 2006 (33%) to 2019 (39%) of the people polled could name all three (3) branches of government (lowest 2016 and 2017 being 26%). This figure was reported higher for those serving in office in Washington D.C. www.annenbergpublicpolicycenter.org; and

Therefore, Be It Resolved, That we, the Alcona County Commissioners support House Bill 4284 to insure all Michigan students are taught the following: ***The American Revolution, Founding documents of the United States, including, but not limited to, the United States Constitution, the Declaration of Independence, the Bill of Rights, and the Federalist Papers, The War of 1812, The Civil War, World War I, World War II, The Korean War, The Vietnam War, and The Civil Rights Movement.***; and

Therefore, Be It Further Resolved, that a copy of this Resolution be sent to Governor Gretchen Whitmer, Senator Michele Hoitenga, House Representative Cameron Cavitt, State Board of Education Members Marshall Bullock, Ellen Cogen Lipton, Tom McMillin, Judith Pritchett, Pamela Pugh, Mitchell Robinson, Nikki Snyder, Tiffany D. Tilley, and the other 82 Counties in the State of Michigan.

COUNTY OF OTTAWA

STATE OF MICHIGAN

RESOLUTION

At a regular meeting of the Board of Commissioners of the County of Ottawa, Michigan, held at the Fillmore Street Complex in the Township of Olive, Michigan on the 23rd day of May, 2023 at 6:30 PM local time.

PRESENT: Commissioners: Gretchen Cosby, Douglas Zylstra, Jacob Bonnema, Kyle Terpstra, Allison Miedema, Rebekah Curran, Lucy Ebel, Roger Belknap, Sylvia Rhodea, Joe Moss.

ABSENT: Commissioners: Roger Bergman.

It was moved by Commissioner Sylvia Rhodea and supported by Commissioner Allison Miedema that the following Resolution be adopted:

WHEREAS, the Ottawa County Board of Commissioners (“Board”) swore an oath to uphold the Constitutions of the United States and the State of Michigan, which protect the natural, God-given rights to life, liberty, and the pursuit of happiness. The Constitutions guarantee freedom of religion, speech, and assembly, the right to bear arms, due process of law, as well as provide other protections; and

WHEREAS, the First Amendment to the United States Constitution, as part of the Bill of Rights, instructs that “Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the Government for a redress of grievances”; and

WHEREAS, the Second Amendment to the United States Constitution protects the right to keep and bear arms, affirming that “A well-regulated Militia, being necessary to the security of a free State, the right of the people to keep and bear arms, shall not be infringed”; and

WHEREAS, Article I, Section 6 of the Michigan Constitution (1963) provides that “Every person has a right to keep and bear arms for the defense of himself and the state”; and

WHEREAS, the Fifth Amendment to the United States Constitution provides that “No person shall ... be deprived of life, liberty, or property, without due process of law,” and Section 1 of the Fourteenth Amendment to the United States Constitution provides that “...nor shall any State deprive any person of life, liberty, or property, without due process of law”; and

WHEREAS, “The Due Process Clause of the Fourteenth Amendment protects certain fundamental parental rights, including the right of parents to make decisions concerning the care, custody, and control of their children, to direct the upbringing and education of their children, the right to make medical decisions on behalf of their children, and, in conjunction with the First Amendment, to guide the religious future and education of their children”; and

WHEREAS, constitutional freedoms are not suspended in times of crisis or everyday life, at the whim of elected officials, unelected health officials, or for the benefit of government bureaucracy or private institutions; and

WHEREAS, the people of Ottawa County overwhelmingly spoke with their vote to restore and protect the constitutional rights of the people as a first priority of the Ottawa County Board of Commissioners, as reflected in the county’s new vision statement of “Where Freedom Rings”; and

WHEREAS, the Board is resolved to preserve freedom and constitutional rights in our beautiful county for future generations of all who live here; and

WHEREAS, a “Constitutional County” is a place of refuge for a law-abiding citizen in regards to the citizens’ rights under the Constitutions of the United States and the State of Michigan; and

THEREFORE, BE IT RESOLVED, that the Board declares Ottawa County, Michigan to be a “Constitutional County” and resolves to protect the individual freedoms of the people of Ottawa County, as outlined in the Constitutions of the United States and the State of Michigan, to include freedom of speech, religion, and assembly, the right to keep and bear arms, and the right to due process; and

BE IT FURTHER RESOLVED, that the Board will not authorize or appropriate funds, resources, employees, agencies, contractors, buildings, or offices for the purpose of enforcing any statute, law, rule, order or regulation that restricts the rights of any law-

abiding citizen affirmed by the United States Constitution, nor be used to aid any state or federal agency in infringing or restricting such rights; and

BE IT FURTHER RESOLVED, that the Board affirms its support for the Ottawa County Sheriff and the Ottawa County Prosecuting Attorney acting in a constitutional manner and acknowledges and respects their respective oaths of office. The Board strongly encourages them to continuously act in a constitutional manner, as is consistent with their oath of office, and, in the exercise of their duties, not enforce any statute, law, rule, order, or regulation that is contrary to the rights protected by the Constitutions of the United States and the State of Michigan; and

BE IT FURTHER RESOLVED, that the Board respectfully requests that the Michigan Legislature, the United States Congress, and other agencies of the State and Federal government vigilantly preserve and protect these rights by rejecting the passage of or revoking any provision, statute, law, rule, order or regulation that may infringe, have potential to infringe, or place any additional burdens on the rights of law-abiding citizens; and

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be sent to Michigan Governor Gretchen Whitmer, Michigan Senators Mark Huizenga, Roger Victory, and Rick Outman, Michigan Representatives Nancy DeBoer, Luke Meerman, Brad Slagh, Rachelle Smit, and Greg VanWoerkom, U.S. Congressional Representatives Bill Huizenga, Hillary Scholten, and John Moolenaar, U.S. Senators Gary Peters and Debbie Stabenow, Ottawa County Sheriff Steve Kempker, and Ottawa County Prosecuting Attorney Lee Fisher; and

BE IT FURTHER RESOLVED, a copy of this Resolution shall be sent to all Ottawa County department directors, to the Clerk of each county in the State of Michigan, the Michigan Senate, the Michigan House of Representatives, and the Michigan Association of Counties; and

BE IT FURTHER RESOLVED, a copy of this resolution shall be affixed to the wall of the board room of the Board as a promise to the people of Ottawa County and as a permanent reminder to elected officials and county employees that the constitutional rights of the people of Ottawa County shall be preserved and protected as the first priority.

YEAS: Commissioners: Gretchen Cosby, Jacob Bonnema, Kyle Terpstra, Allison Miedema, Rebekah Curran, Lucy Ebel, Roger Belknap, Sylvia Rhodea, Joe Moss.

NAYS: Commissioners: Douglas Zylstra.

ABSTENTIONS: Commissioners: None.

RESOLUTION ADOPTED:



Joe Moss, Chairperson
Ottawa County Board of Commissioners



Justin F. Roebuck
Ottawa County Clerk/Register

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION DESIGNATING THE MONTH OF JUNE, 2023 AS
LGBTQ PRIDE MONTH IN INGHAM COUNTY**

RESOLUTION #23 – 229

WHEREAS, Ingham County recognizes the economic and cultural benefits of diversity and seeks to create a welcoming environment for all residents, including the LGBTQ Community; and

WHEREAS, Ingham County Resolution #13-368 commits to equal opportunity and nondiscrimination for all persons inclusive on the basis of sexual orientation and gender identity; and

WHEREAS, Ingham County's Equal Employment Opportunity Policy states that employment opportunity should be given without regard to gender identity or gender expression; and

WHEREAS, Ingham County Resolution #19-057 ensures accessibility to gender-segregated facilities on property operated by Ingham County based on gender identity or expression; and

WHEREAS, Ingham Community Health Center was the only community health center in Michigan to receive top designation from LGBTQ-inclusive healthcare by the Human Rights Campaign in 2018; and

WHEREAS, June is celebrated nationally and worldwide as LGBTQ Pride Month in commemoration of the 1969 Stonewall Rebellion in New York City; and

WHEREAS, the realities of COVID-19 have caused the LGBTQ Community and its allies to reimagine the way Pride is celebrated.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners designates the month of June, 2023 as LGBTQ Pride Month in the County of Ingham.

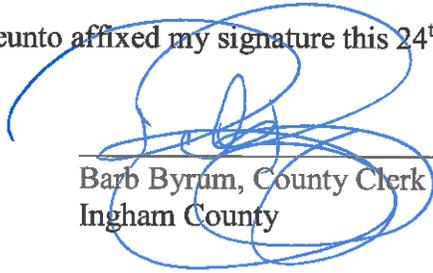
BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners request that the Clerk of the Ingham County Board of Commissioners forward copies of this resolution to the other 82 Counties in Michigan, as well as the Ingham County Delegation of the State Legislature.

COUNTY SERVICES: Yeas: Celentino, Peña, Grebner, Sebolt, Lawrence, Maiville, Ruest
Nays: None **Absent:** None **Approved 05/16/2023**

STATE OF MICHIGAN)
) SS
COUNTY OF INGHAM)

I, Barb Byrum, the duly qualified and acting Clerk of Ingham County, Michigan (the “County”) do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a meeting held on May 23, 2023, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267 of the Public Acts of Michigan of 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my signature this 24th day of May, 2023.



Barb Byrum, County Clerk
Ingham County

RESOLUTION

NO: 2023-05-080

LIVINGSTON COUNTY

DATE: May 8, 2023

Resolution Sharing Veteran Services Department Enhancements with Other Michigan Counties – Board of Commissioners

WHEREAS, the Livingston County Board of Commissioners strongly supports veterans and active-duty military service members; and

WHEREAS, the Livingston County Board of Commissioner is committed to connecting veterans with their earned benefits and services; and

WHEREAS, recent enhancements have improved our ability to connect recently discharged veterans with their earned benefits and services; and

WHEREAS, sharing these enhancements could help veterans in other Michigan counties better connect with their earned benefits and services; and

WHEREAS, sharing these enhancements requires approval of the Livingston County Board of Commissioners as a disclosure of a privileged attorney/client document (legal opinion) is needed.

WHEREAS, the aforementioned privileged attorney/client document shall only be construed as a legal opinion specifically for Livingston County.

THEREFORE, BE IT RESOLVED that the Livingston County Board of Commissioners authorizes the release of the privileged attorney/client document titled “Disabled Veterans Property Tax Exemption,” dated March 9, 2023.

BE IT FURTHER RESOLVED that this resolution, the supporting documents associated with this resolution, and the privileged attorney/client document be sent to all Michigan counties.

BE IT FINALLY RESOLVED that the Livingston County Board of Commissioners thanks Veteran Services Director Ramon Baca for his diligence and hard work in implementing these enhancements on behalf of our veterans.

#

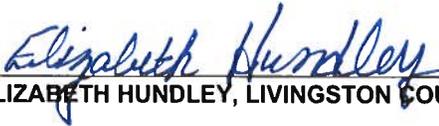
MOVED: D. Helzerman
SECONDED: R. Deaton
CARRIED: Yes (7): D. Helzerman, D. Domas, W. Nakagiri, J. Drick, R. Deaton, N. Fiani, and J. Gross;
No (0): None; Absent (2): F. Sample and M. Smith

STATE OF MICHIGAN)
) §
COUNTY OF LIVINGSTON)

I, **ELIZABETH HUNDLEY**, the duly qualified and acting Clerk of Livingston County, Michigan do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the County Board of Commissioners at a regular meeting on the 8th day of May 2023, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267 of the Public Acts of Michigan of 1976, as amended.

IN WITNESS WHEREOF, I have hereto affixed by official signature on this 23rd day of May 2023, A.D.




ELIZABETH HUNDLEY, LIVINGSTON COUNTY CLERK



April 3, 2023

Livingston County Board of Commissioners
304 E Grand River Ave
Howell, MI 48843

Dear Commissioners,

Under the leadership of our new Veteran Services Director our county has recently made two significant enhancements to our Veteran services programs. These enhancements improve our ability to connect veterans with their earned benefits and services.

It has long been desired to reach out to newly discharged veterans living in our county, making them aware of the array of available services. Past attempts to accomplish this were stymied by the inability to acquire the contact information of recently discharged veterans from state or federal government agencies.

This hurdle was recently overcome. Thanks to the perseverance of Mr. Ramon Baca, Veteran Services Director, the federal government now provides Livingston County with authorization to access the list of recently discharged veterans who reside in our county. Accordingly, our county will now mail each returning veteran information regarding how they can access their earned benefits and services through our Veteran Service Department. We can now be confident that each newly discharged veteran living in our county is aware of how best to access their earned benefits and services.

A second enhancement resulted when Mr. Baca focused attention on the property tax exemption for disabled veterans. Confusion regarding the statutory requirements of this exemption created a situation where some eligible veterans could miss out on the full value of this earned benefit. This issue was effectively addressed when Mr. Baca sought a written legal opinion from our county's legal counsel. This legal opinion clarifies the circumstances under which a qualified disabled veteran (under MCL 211.7b) does not have to pay property tax. It is worth noting that uncertainty regarding the requirements of MCL 211.7b was not isolated to Livingston County, rather this uncertainty was/is statewide.

I am asking for your support for the "Resolution Sharing Veteran Services Department Enhancements with Other Michigan Counties." It is my belief that veterans in other Michigan counties may benefit from Mr. Baca's findings. Normally the sharing of information doesn't require Board approval. However, in this case authorization is needed as we would be sharing an attorney/client privileged opinion titled Disabled Veterans Property Tax Exemption, dated March 9, 2023.

Best regards,

Wes Nakagiri
Commissioner, District 4
Livingston County Board of Commissioners



Memorandum

To: Board of Commissioners
From: Ramon Baca, Veteran Services Director
Date: March 31, 2023
RE: **Certificate of Release and Discharge Information Reporting System (CRDIRS)**

To attain permission to access the Department of Defense (DOD) Defense Manpower Data Center's (DMDC) Certificate of Release and Discharge Information Reporting System (CRDIRS), one must first obtain a Personal Identity Verification (PIV) card. PIV cards can be obtained by Veteran Service Officers for the purpose of filing disability claims to the U.S. Department of Veterans Affairs on a claimant's behalf.

Overview: The CRDIRS Web Application allows State Department of Veteran Affairs (SDVA) users to view separation information and download reports of servicemembers who are returning to a specified state.

The data is helpful for the purpose of sending a welcome home mailer with information of the assistance the County Veteran Services Department provides. The information may perhaps reassure newly discharged veterans that the community they returned to is available to assist in their transition from military to civilian life.

Steps:

1. Obtain PIV card: https://www.osp.va.gov/How_To_Get_A_VA_ID_Badge.asp
2. Complete Parts I-III on DD Form 2875 System Authorization Access Request (SAAR)
3. Complete DOD Identifying and Safeguarding Personally Identifiable Information (PII) Training
4. Email DD Form 2875 and PII completion certificate to dodhra.dodc-mb.dmdc.list.VLER-Team@mail.mil or Jaymie.L.Lizaso.ctr@mail.mil and james.d.white142.ctr@mail.mil

If you have any questions or need assistance, please do not hesitate to contact me.

Ramon Baca
Director, Livingston County Veteran Services
(517) 552-6902 or rbaca@livgov.com

State Tax Commission Affidavit for Disabled Veterans Exemption

Issued under authority of Public Act 161 of 2013, MCL 211.7b. Filing is mandatory.

Instructions: This form is to be used to apply for an exemption of property taxes under MCL 211.7b, for real property used and owned as a homestead by a disabled veteran who was discharged from the armed forces of the United States under honorable conditions or his or her unremarried surviving spouse. The property owner, or his or her legal designee, must annually file the Affidavit with the supervisor or assessing officer any time after December 31 and before, or until the conclusion of, the December Board of Review.

OWNER INFORMATION (Enter information for the disabled veteran or unremarried surviving spouse)		
Owner's Name		Owner's Telephone Number
Owner's Mailing Address		
City	State	ZIP Code
LEGAL DESIGNEE INFORMATION (Complete if applicable)		
Legal Designee Name		Daytime Telephone Number
Mailing Address		
City	State	ZIP Code
HOMESTEAD PROPERTY INFORMATION (Enter information for the property in which the exemption is being claimed)		
City, Township or Village (Check the appropriate box and provide the name) <input type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village		
County	Name of the Local School District	
Parcel Identification Number	Date the Property was Acquired (MM/DD/YYYY)	
Homestead Property Address		
City	State	ZIP Code
ACKNOWLEDGEMENT (Check all boxes that apply)		
<input type="checkbox"/> I am a disabled veteran, or the legal designee of the disabled veteran, who was discharged under honorable conditions from the armed forces of the United States of America with a service connected disability.		
<input type="checkbox"/> I am the unremarried surviving spouse, or the legal designee of the unremarried surviving spouse, of a disabled veteran who was discharged under honorable conditions from the armed forces of the United States of America with a service connected disability.		
<input type="checkbox"/> I am a Michigan resident.		
<input type="checkbox"/> I own the property in which the exemption is being claimed and it is used as my homestead. Homestead is generally defined as any dwelling with its land and buildings where a family makes its home.		
AFFIRMATION OF ELIGIBILITY (Check the appropriate box and provide a copy of the required documentation)		
<input type="checkbox"/> The disabled veteran has been determined by the United States Department of Veterans Affairs to be permanently and totally disabled as a result of military service and entitled to veterans' benefits at the 100% rate (must attach a copy of the letter from the U.S. Department of Veterans Affairs).		
<input type="checkbox"/> The disabled veteran is receiving or has received pecuniary assistance due to disability for specially adapted housing (must attach a copy of the certificate from the U.S. Department of Veterans Affairs).		
<input type="checkbox"/> The veteran has been rated by the United States Department of Veterans Affairs as individually unemployable (must attach a copy of the letter from the U.S. Department of Veterans Affairs).		
CERTIFICATION		
<i>I hereby certify to the best of my knowledge that the information provided in this Affidavit is true and I am eligible to receive the disabled veteran's exemption from property taxes pursuant to Michigan Compiled Law, Section 211.7b.</i>		
Printed Name of Owner or Legal Designee		Title of Signatory
Signature of Owner or Legal Designee		Date

DESIGNEE MUST ATTACH LETTER OF AUTHORITY

COHL, STOKER & TOSKEY, P.C.
ATTORNEYS AND COUNSELORS
601 NORTH CAPITOL AVENUE
LANSING, MICHIGAN 48933
(517) 372-9000

SHAREHOLDERS

PETER A. COHL
DAVID G. STOKER
BONNIE G. TOSKEY
ROBERT D. TOWNSEND
TIMOTHY M. PERRONE
MATTIS D. NORDFJORD
GORDON J. LOVE
SARAH K. OSBURN

ASSOCIATES

COURTNEY A. GABBARA
CHRISTIAN K. MULLETT
DONALD J. KULHANEK

OF COUNSEL

RICHARD D McNULTY

March 9, 2023

Attorney/Client Privilege

Ramon Baca, Director
Livingston County Department of Veterans Affairs
1420 Lawson Dr.
Howell, MI 48843

Re: Disabled Veterans Property Tax Exemption

Dear Mr. Baca:

This is in response to your request for an opinion on questions pertaining to the statutory disabled veterans property tax exemption, specifically as to the tax treatment of real property owned and occupied by a qualified disabled veteran who acquires the property mid-year. Your particular questions are as follows:

- a. According to MCL 211.7b, should a veteran who is qualified to receive the tax exemption according to this statute pay property tax for his or her homestead during the first year of occupancy, whether only residing there for one month or all twelve months of the calendar year [1 day or all 365 days]?
- b. If a veteran who is qualified to receive the tax exemption according to this statute and told to pay property tax during closing, who should reimburse the veteran?
- c. If the seller paid an entire year of taxes and a veteran who is qualified to receive the tax exemption according to this statute purchases and moves in mid-year, who reimburses the seller?
- d. If a veteran who is qualified to receive the tax exemption according to this statute, who already lives in the county, was exempted at the old residence, and moves to a new residence within the county, should the exemption follow

them to the new residence [whether only residing there for one month or all twelve months of the calendar year – 1 day or all 365 days]?

The answers to these questions are addressed by MCL 211.7b, updated guidance from the Michigan State Tax Commission, and applicable case law from the Michigan Court of Appeals and the Michigan Tax Tribunal. As more fully set forth below, if the veteran owned and used the property as a homestead for only part of the year, then the exemption from the collection of taxes pertains only to the portion of the year for which the statutory criteria for exemption existed.

MCL 211.7b states, in pertinent part:

(1) Real property used and owned as a homestead by a disabled veteran who was discharged from the armed forces of the United States under honorable conditions or by an individual described in subsection (2) is exempt from the collection of taxes under this act. To obtain the exemption, an affidavit showing the facts required by this section and a description of the real property shall be filed by the property owner or his or her legal designee with the supervisor or other assessing officer during the period beginning with the tax day for each year and ending at the time of the final adjournment of the local board of review. The affidavit when filed shall be open to inspection. The county treasurer shall cancel taxes subject to collection under this act for any year in which a disabled veteran eligible for the exemption under this section has acquired title to real property exempt under this section. Upon granting the exemption under this section, each local taxing unit shall bear the loss of its portion of the taxes upon which the exemption has been granted.

(2) If a disabled veteran who is otherwise eligible for the exemption under this section dies, either before or after the exemption under this section is granted, the exemption shall remain available to or shall continue for his or her unremarried surviving spouse. The surviving spouse shall comply with the requirements of subsection (1) and shall indicate on the affidavit that he or she is the surviving spouse of a disabled veteran entitled to the exemption under this section. The exemption shall continue as long as the surviving spouse remains unremarried.

(3) As used in this section, "disabled veteran" means a person who is a resident of this state and who meets 1 of the following criteria:

(a) Has been determined by the United States department of veterans affairs to be permanently and totally disabled as a result of military service and entitled to veterans' benefits at the 100% rate.

(b) Has a certificate from the United States veterans' administration, or its successors, certifying that he or she is receiving or has received pecuniary assistance due to disability for specially adapted housing.

(c) Has been rated by the United States department of veterans affairs as individually unemployable. (Emphasis added).

As set forth in this statute, there is an exemption from the collection of property taxes on real property that is both “used” and “owned” as a “homestead” by a disabled veteran who meets certain criteria as to disability, or his or her unremarried surviving spouse. By contrast, if the property was not owned and used as a homestead by a qualified disabled veteran, then it is not exempt from the collection of taxes for any period of time that it did not meet the statutory requirements for exemption.

In *Lockhart v Ontonagon Twp*, 2022 WL 1592173 (Mich App, May 19, 2022), the Court of Appeals affirmed the denial of a property tax exemption to the unremarried surviving spouse of a disabled veteran, because the qualified disabled veteran did not own the property during his lifetime. Rather, the property had been deeded to the spouse, and although it had been used as a homestead by the veteran and spouse, the veteran never owned the property, and thus the veteran was not “otherwise eligible” for the statutory exemption. As a consequence, the veteran’s spouse was not eligible for the exemption.

In order to qualify for a disabled veterans tax exemption, an affidavit must be filed with the local assessor each and every year for which the exemption is requested. For purposes of this opinion, it is assumed that the veteran meets the criteria for disability set forth MCL 211.7b(3).

There is no question that a qualified veteran is exempt from the collection of taxes on a homestead that is used and owned by the qualified veteran for the entire year of ownership, if the veteran actually owned and used the property for that entire year. However, if the veteran only owned and used the property as a homestead for part of the year, then the exemption from the collection of taxes pertains only to the portion of the year for which the statutory criteria for exemption existed.

If taxes are paid at the closing on a purchase of the property, the proration of taxes at closing is taken into account by the Treasurer upon a qualified disabled veteran’s claim of exemption for the tax year of the purchase. In this regard, the State Tax Commission has recently issued updated guidance:

During the assessment year, if ownership of the property is *acquired* by a qualified disabled veteran how do the claimant and the assessor proceed?

Disabled veterans who purchased their home mid-year are eligible for a partial refund of the current year’s summer and winter taxes they have paid for that year or an exemption from taxes they will pay for that year. Taxpayers are encouraged to provide the local city or township with a copy of the closing documents from the

purchase of their home to assist the local unit in determining their property tax obligations.

The qualified disabled veteran should follow the normal application process except that the claimant must also submit the closing statement associated with the property purchase transaction and, after the documentation is reviewed by the assessor, he or she submits the documentation to the next meeting of the Board of Review. If the Board of Review determines that the exemption should be granted, it approves the exemption.

Once the exemption is granted by the Board of Review, the assessor will need to indicate the amount of the current year's summer and winter taxes to be refunded or abated. If taxes are refunded, the refund is issued to the veteran, but the refund and/or abatement cannot exceed the amount of taxes actually allocated to him or her in the closing statement.

What if the veteran is unable or unwilling to provide a closing statement when they sell or purchase a home? How is the property tax liability calculated?

In the absence of the closing documents, the total taxes for the year should be divided by 12 and then multiply that number by the number of months the veteran will own the home and occupy it as their homestead.

Michigan State Tax Commission, *Disabled Veterans Exemption Frequently Asked Questions* (Feb. 2023), p 12 ("FAQ"), issued in conjunction with STC Bulletin 4 of 2023 (Feb. 14, 2023), which rescinded Bulletin 22 of 2013.

Thus, in a year in which the qualified disabled veteran acquires ownership of the homestead property, taxes are due and owing for the portion of the year prior to the veteran's acquisition of the property, and therefore must be prorated based on the number of days before and after acquisition. For example, for a qualified disabled veteran who acquired ownership of homestead property on October 20, the exemption applies to the 73 days on and after October 20 that the property met the statutory criteria for exemption, and taxes are due and owing for the 292 days prior to the veteran's acquisition.

This example corresponds with the facts of a case arising in Livingston County that was decided by the Michigan Tax Tribunal. In *Boatman v Brighton Twp*, MTT Case No. 21-000324 (2021), the qualified disabled veteran purchased the homestead property on October 20, 2020. He paid a portion of the property taxes at closing, and sought a refund of those taxes at the December Board of Review. The Board of Review approved the exemption request, and the veteran was issued a refund for the taxes paid. The Township Assessor, following the procedure

established by the Livingston County Treasurer, recalculated the taxes based upon a prorated occupancy of the property, and issued a revised tax bill, by which the veteran was exempt from property taxes for the period on and after October 20, 2020, but received a bill for taxes on the property for the prior period in that year. The veteran petitioned to the Tax Tribunal for a determination that no taxes were due for the prior period.

The Tax Tribunal held that the Township Assessor acted in accordance with the law, as directed by the State Tax Commission's guidance ("the FAQ"), in the calculation of the veteran's part-year tax assessment. The Tribunal acknowledged that MCL 211.7b(1) states, in part: "The county treasurer shall cancel taxes subject to collection under this act for any year in which a disabled veteran eligible for the exemption under this section has acquired title to real property exempt under this section." However, as determined by the Tax Tribunal:

Cancellation of the property taxes is contingent upon the disabled veteran being "eligible" for the exemption. As defined in an earlier portion of MCL 211.7b(1), the eligibility of the disabled veteran is based in part upon the property being "used and owned as a homestead." The Tribunal agrees with Respondent that a plain reading of the FAQ requires Respondent to pro rate Petitioner's taxes based upon the portion of the tax bill for which he was eligible. The Tribunal finds that the FAQ properly complies with the statute. Prior to Petitioner's ownership and use as a homestead, the property was not eligible for the exemption because, as it is undisputed, Petitioner neither owned it nor used it as a homestead at that time.

In summary, a qualified disabled veteran is exempt from the collection of taxes on a homestead that is used and owned by the qualified veteran for the entire year of ownership, but only if the veteran actually owned and used the property for that entire year. If the veteran owned and used the property as a homestead for only part of the year, then the exemption from the collection of taxes pertains only to the portion of the year for which the statutory criteria for exemption existed. Thus, taxes on property acquired mid-year are prorated.

In response to your specific questions:

- a. According to MCL 211.7b, for property owned by a veteran who is qualified to receive the tax exemption according to this statute, taxes must be paid for the property for the portion of the first year of occupancy in which the veteran neither owned nor occupied the property as a homestead, but the exemption applies for the period beginning on the date the property is owned and used by the veteran as a homestead.
- b. If a veteran who is qualified to receive the tax exemption according to this statute is required to pay property tax during closing, the closing statement should be presented with the affidavit submitted to the Board of Review, and

upon issuance of a recalculated tax bill for the property, the veteran will receive a refund of any overpayment resulting from that recalculated tax bill from the local treasurer.

- c. If the seller paid an entire year of taxes and a veteran who is qualified to receive the tax exemption according to this statute purchases and moves in mid-year, there should be a proration of the taxes between the parties at the closing, such that the seller would be credited at closing for any taxes paid for the period after the closing date. The veteran who credited the seller would then proceed to submit the closing statement with the affidavit to the Board of Review, after which a recalculated tax bill would be issued, with any refund of overpayment resulting from that recalculated tax bill going to the veteran.
- d. If a veteran who is qualified to receive the tax exemption according to this statute, who already lives in the county, was exempted at the old residence, and moves to a new residence within the county, the veteran may claim the exemption for the new residence, but only as to the period beginning on the date when the veteran owned and used that specific property as a homestead.

Please contact me if you have any questions.

Sincerely,

COHL, STOKER & TOSKEY, P.C.



Timothy M. Perrone

TMP/gmk

cc: Jennifer Nash, Livingston County Treasurer

Nathan Burd, Livingston County Administrator

COUNTY OF OTTAWA

STATE OF MICHIGAN

RESOLUTION

At a regular meeting of the Board of Commissioners of the County of Ottawa, Michigan, held at the Fillmore Street Complex in the Township of Olive, Michigan on the 23rd day of May, 2023 at 6:30 PM local time.

PRESENT: Commissioners: Roger Belknap, Rebekah Curran, Allison Miedema, Kyle Terpstra, Gretchen Cosby, Douglas Zylstra, Jacob Bonnema, Sylvia Rhodea, Lucy Ebel, Joe Moss.

ABSENT: Commissioners: Roger Bergman.

It was moved by Commissioner Allison Miedema and supported by Commissioner Sylvia Rhodea that the following Resolution be adopted:

WHEREAS, America is an exceptional nation made up of a beautiful people, who share a history of triumph over adversity; our freedom won through the sacrifice and blood of patriots, and our nation built on the strength of America's founding documents; and

WHEREAS, the Constitution of the United States and our brave men and women have boldly protected the right to life, liberty, and the pursuit of happiness for nearly 250 years; and

WHEREAS, we stand in remembrance of those who fought and died to defend and protect us, so that we can all live in freedom, and we are forever indebted to these men and women who demonstrated the greatest love for our country and grieve with their families; and

WHEREAS, we recognize and honor the service, sacrifices, and contributions of veterans and military families for what they have done and what they continue to do every day to support our great nation; and

WHEREAS, we pay tribute to the next generation of Ottawa County citizens who serve in the United States Armed Forces— the Army, Marine Corps, Navy, Air Force, Space Force, and Coast Guard, and they continue a legacy of unyielding patriotism, and represent the best of America; and

WHEREAS, as Ronald Reagan expressed, “Freedom is never more than one generation away from extinction. We didn't pass it to our children in the bloodstream. It must be fought for, protected, and handed on for them to do the same, or one day we will spend our sunset years telling our children and our children's children what it was once like in the United States where men were free;” and

WHEREAS, the people of Ottawa County have a deep love for America, and we are a people jealous for liberty, which is essential for protecting our communities and nation; and

WHEREAS, as reminded by John F. Kennedy, “As we express our gratitude, we must never forget that the highest appreciation is not to utter words but to live by them”;

THEREFORE BE IT RESOLVED, we honor the fallen, thank our veterans, and the men and women currently serving in the armed forces for their sacrifice and service to our great nation from the time of America's birth and into the future, and we are indebted to America's heroes of freedom; and

BE IT FURTHER RESOLVED, we join the contagious spirit of those who have dedicated and given their lives for freedom; and

BE IF FURTHER RESOLVED, at this moment of national importance, we commit to the defense of the rights and virtues of our nation and its founding, preserving freedom and hope for future generations; and

BE IT FURTHER RESOLVED, that a copy of this Resolution be sent to Michigan Senators Mark Huizenga, Roger Victory, and Rick Outman, Michigan Representatives Nancy DeBoer, Luke Meerman, Brad Slagh, Rachelle Smit, and Greg VanWoerkom, to the Clerk of each county in the State of Michigan, and all Ottawa County department directors.

YEAS: Commissioners: Roger Belknap, Rebekah Curran, Allison Miedema, Kyle Terpstra, Gretchen Cosby, Douglas Zylstra, Jacob Bonnema, Sylvia Rhodea, Lucy Ebel, Joe Moss.

NAYS: Commissioners: None.

ABSTENTIONS: Commissioners: None.

RESOLUTION ADOPTED:



Joe Moss, Chairperson
Ottawa County Board of Commissioners



Justin F. Roebuck
Ottawa County Clerk/Register

