

- 12-13 D. Bay County Treasurer: BS&A Software Cloud Conversion 2026 (Seeking Board approval of budget adjustment in the amount of \$45,080 from the General Fund to allow for entry into the BS&A Software cloud conversion queue; approval of Agreement for a period of one (1) year with an annual renewal; authorization for Board Chair to sign; approval of required budget adjustments – proposed resolution attached)
- 14-15 E. Director of Administrative Services & Veterans Affairs: Memorial Day Flags 2026 (Seeking Board approval of budget adjustment for \$2,850 from General Fund, Fund Balance for the purchase of flags to mark veterans’ graves for Memorial Day 2026; approval of required budget adjustments – proposed resolution attached)
- 16-17 F. Director of 911 Central Dispatch: Xybix Console Reconfiguration and Workstation Upgrade Agreement 2026 (Seeking Board approval of Agreement with Xybix Systems; authorization for Board Chair to sign; approval of required budget adjustments – proposed resolution attached)
- 18-19 G. Director of Recreation & Facilities: Summit Fire Protection Agreement 2026 (Seeking Board approval of Agreement; authorization for Board Chair to sign; approval of required budget adjustments – proposed resolution attached)
- H. Finance:
- 20 1. Analysis of General Fund Equity 2025-2026 (Receive)
- 21 2. Update Regarding Executive Directive #2007-11 (Receive)
- 22-23 3. Request to Transfer Funds from Housing Rehabilitation Loans to General Fund (Seeking Board approval for the transfer of \$23,591.00 to the General Fund; approval of required budget adjustments – proposed resolution attached)
- 24-26 4. Purchasing: Bid Award RFP 2026-07 Juvenile Home Financial Assessment to Gabridge & Company (Seeking Board to receive bid award; authorization for Board Chair to sign; approval of required budget adjustments – proposed resolution attached)
- 27-28 5. Purchasing: Bid Award RFP 2026-03 Community Center Pool Locker Room Remodel to Spence Brothers (Seeking Board to receive bid award; authorization for Board Chair to sign; approval of required budget adjustments – proposed resolution attached)
- 29 I. Payables – General (Proposed resolution attached)

J. Office of Assigned Counsel – March 2026 Report (Receive)

- IX. REFERRALS
- X. UNFINISHED BUSINESS
- XI. NEW BUSINESS
- XII. CLOSED SESSION (IF REQUIRED)
- XIII. MISCELLANEOUS
- XIV. ANNOUNCEMENTS
- XV. ADJOURNMENT

PLEASE NOTE THE CHANGE: The Committee Chair has requested that any Elected Official or Department/Division Head placing an item on the agenda be present or have a representative present to speak to their request and answer any questions posed by Committee members. **Attending the Full Board meeting is unnecessary if the request is approved unanimously at the Committee meeting, unless otherwise directed.**

If any participants plan to be present via Zoom, please contact Nick Paige prior to the meeting (paigen@baycountymi.gov).

Join Zoom Meeting

<https://us02web.zoom.us/j/81694266170>

Meeting ID: 816 9426 6170

Passcode: 547697

One tap mobile

+13126266799,,81694266170#,,,,*547697# US (Chicago)

+19292056099,,81694266170#,,,,*547697# US (New York)

The County of Bay will provide necessary and reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials to individuals with disabilities upon 10 days' notice to the County of Bay. Individuals with disabilities requiring auxiliary aids or services should contact the County of Bay by writing or calling:

Amber Davis-Johnson, ADA Coordinator

Corporation Counsel

515 Center Avenue

Fourth Floor, Bay County Building

Bay City, MI 48708

989-895-4130

BOARD OF TRUSTEES

Chairperson
PAUL TRAVIS

Vice Chairperson
CHARLIE PARKE

Secretary/Treasurer
MARY HERR

Trustee
SHERRY BLEDSOE

ADMINISTRATIVE OFFICE

Director
KIRSTEN WELLNITZ

Assistant Director
KEVIN AYALA

500 Center Avenue
Bay City, MI 48708
PH: (989) 894-2837
FX: (989) 894-2021

LOCATIONS

Alice & Jack Wirt Public Library
500 Center Avenue
Bay City, MI 48708
PH: (989) 893-9566
FX: (989) 893-9799

Auburn Area Branch Library
235 W. Midland Rd.
Auburn, MI 48611
PH: (989) 662-2381
FX: (989) 662-2647

Pinconning Branch Library
218 Kaiser Street
Pinconning, MI 48650
PH: (989) 879-3283
FX: (989) 879-5669

Sage Branch Library
100 E. Midland Street
Bay City, MI 48706
PH: (989) 892-8555
FX: (989) 892-1516

OUTREACH SERVICES

Bookmobile
500 Center Avenue
Bay City, MI 48708
PH: (989) 893-9566 x 2108
FX: (989) 893-9799

MEMORANDUM

TO: Bay County Board of Commissioners

FROM: Kirsten Wellnitz, Director

DATE: April 27, 2026

SUBJECT: Request to Place Bay County Library System Millage Renewal on the November 2026 Ballot

The Bay County Library System (BCLS) is requesting that the Bay County Board of Commissioners authorize placement of the library millage renewal on the November 2026 ballot.

The Bay County Library System is up for millage renewal as the previous millage of 1.75 mills for 6 years, approved in 2020, is set to expire at the end of 2026. BCLS is seeking permission from the County Commission to approve the renewal of 1.7399 mills, which has been reduced due to Headlee rollbacks, for an additional 6-year period to be placed on the November 2026 ballot for tax roll years 2026-2031.

The Bay County Library System Board approved the 1.7399 mill renewal request for 6 years at its March 25, 2026 meeting (minutes attached). BCLS will seek approval of the specific ballot language at a later date.

Your consideration and approval of placing this millage renewal on the November 2026 ballot is respectfully requested.

BAY COUNTY BOARD OF COMMISSIONERS

MAY 19, 2026

RESOLUTION

BY: COMMITTEE OF THE WHOLE (5/12/2026)

WHEREAS, The Bay County Library System (BCLS) currently levies a millage of 1.75 mills for a six-year period, which was approved by the voters in 2020 and is set to expire at the end of 2026; and

WHEREAS, Due to Headlee rollbacks, the current authorized millage rate has been reduced to 1.7399 mills; and

WHEREAS, The Bay County Library System Board, at its meeting held March 25, 2026, approved a request to renew the millage at a rate of 1.7399 mills for an additional six-year period; and

WHEREAS, The proposed renewal would be levied for tax years 2026 through 2031; and

WHEREAS, The Bay County Library System has requested that the Bay County Board of Commissioners approve placement of the millage renewal on the November 2026 ballot, with specific ballot language to be presented for approval at a later date; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the placement of the Bay County Library System millage renewal on the November 2026 ballot, at a rate of 1.7399 mills for a period of six years, covering tax years 2026 through 2031; Be It Further

RESOLVED That the actual ballot language will be submitted by Corporation Counsel to the Board for approval, and that changes as to form may be made by Corporation Counsel following approval by the Board prior to submission to the Bay County Clerk.

JEROME CRETE, CHAIR
AND COMMITTEE

Request to Place Bay County Library System Millage Renewal on the November 2026 Ballot

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				LARRY BESON				JEROME CRETE			
TIM BANASZAK				CHRISTOPHER T. RUPP							
VAUGHN J. BEGICK				JESSE DOCKETT							

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

**DEPARTMENT OF
CORPORATION COUNSEL**



JAMES A. BARCIA
County Executive

Amber Davis-Johnson
Corporation Counsel
johnsona@baycountymi.gov

Heather Brady Pitcher
Assistant Corporation Counsel
pitcherh@baycountymi.gov

Jayson Hoppe
Administrative Supervisor & FOIA Coordinator
hoppej@baycountymi.gov

Nicole LaDouce
Risk Management & FOIA Facilitator
ladoucen@baycountymi.gov

Tel: (989)895-4131
Fax: (989)895-2094

To: Jerome Crete, Chair
Bay County Committee of the Whole

From: Amber Davis-Johnson, Corporation Counsel

Re: Revenue Sharing Agreement between Bay County, Monitor Township and the Monitor
Downtown Development Authority

Date: May 1, 2026

Background:

The Monitor Downtown Development Authority (“DDA”) has requested the Charter Township of Monitor (the “Township”) to create a new DDA district that is approximately 200 +/- acres in size (the “Expanded District”), which is located to the east of the current DDA districts. The Township has agreed to create the Expanded District and, pursuant to Section 203(3) of 2018 PA 57, as amended, being MCL § 125.4203(3) (the “Act”), the County has 60 days from the date of the public hearing on the creation of the Expanded District to exempt its taxes from capture by adopting a resolution and filing a copy of the resolution with the Township Clerk. The DDA has requested the County not exempt its taxes from capture and the County has agreed not to exempt its taxes upon the execution of a Revenue Sharing Agreement negotiated and drafted by outside counsel Kevin Kilby pursuant to the Board’s direction via Motion 2025-128 passed at the Board of Commissioners meeting on November 18, 2025. The parties have negotiated the terms of the Revenue Sharing Agreement attached hereto and drafted by attorney Kilby.

Financial Impact:

Other than the capture of tax revenue by the DDA which would not exist outside of the subject expansion, there should be minimal impact on the general fund.

Recommendation:

That the Board authorize the Board Chair to execute the attached Revenue Sharing Agreement.

BAY COUNTY BOARD OF COMMISSIONERS

MAY 19, 2026

RESOLUTION

- BY:** COMMITTEE OF THE WHOLE (5/12/2026)
- WHEREAS,** The Monitor Downtown Development Authority (“DDA”) has requested the Charter Township of Monitor (the “Township”) to create a new DDA district that is approximately 200 +/- acres in size (the “Expanded District”), which is located to the east of the current DDA districts; and
- WHEREAS,** The Township has agreed to create the Expanded District and, pursuant to Section 203(3) of 2018 PA 57, as amended, being MCL § 125.4203(3) (the “Act”), the County has 60 days from the date of the public hearing on the creation of the Expanded District to exempt its taxes from capture by adopting a resolution and filing a copy of the resolution with the Township Clerk; and
- WHEREAS,** The DDA has requested the County not exempt its taxes from capture and the County has agreed not to exempt its taxes upon the execution of a Revenue Sharing Agreement negotiated and drafted by outside counsel Kevin Kilby pursuant to the Board’s direction via Motion 2025-128 passed at the Board of Commissioners meeting on November 18, 2025; and
- WHEREAS,** The parties have negotiated the terms of the Revenue Sharing Agreement attached hereto and drafted by attorney Kilby; and
- WHEREAS,** Other than the capture of tax revenue by the DDA which would not exist outside of the subject expansion, there should be minimal impact on the General Fund; Therefore, Be It
- RESOLVED** That the Bay County Board of Commissioners approves the Revenue Sharing Agreement between Bay County, Monitor Township, and the Monitor Downtown Development Authority; Be It Further
- RESOLVED** That the Chairman of the Board is authorized to execute said Agreement and related documents on behalf of Bay County, following Corporation Counsel review and approval; Be It Further
- RESOLVED** That related budget adjustments, if required, are approved.

JEROME CRETE, CHAIR
AND COMMITTEE

Corporation Counsel - Revenue Sharing Agreement between Bay County, Monitor Township and the Monitor Downtown Development Authority 2026

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				LARRY BESON				JEROME CRETE			
TIM BANASZAK				CHRISTOPHER T. RUPP							
VAUGHN J. BEGICK				JESSE DOCKETT							

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

REVENUE SHARING AGREEMENT
Between the Charter Township of Monitor Downtown Development Authority
and the County of Bay

THIS REVENUE SHARING AGREEMENT (the “Agreement”) dated _____, 2026, is entered into effective _____, 2026, by and between the **CHARTER TOWNSHIP OF MONITOR DOWNTOWN DEVELOPMENT AUTHORITY**, a Michigan public body corporate (hereinafter referred to as the “DDA”) of 2483 E. Midland Road, Bay City, Michigan 48706, and the **COUNTY OF BAY**, a Michigan county government, (hereinafter referred to as the “County”) of 515 Center Avenue, Suite 402, Bay City, Michigan 48708. The DDA and County may hereinafter be collectively referred to as the parties or the party if in the singular.

RECITALS

Whereas, the DDA has requested the Charter Township of Monitor (the “Township”) to create a new DDA district that is approximately 200 +/- acres in size (the “Expanded District”), which is located to the east of the current DDA districts;

Whereas, the Township has agreed to create the Expanded District;

Whereas, pursuant to Section 203(3) of 2018 PA 57, as amended, being MCL § 125.4203(3) (the “Act”), the County has 60 days from the date of the public hearing on the creation of the Expanded District to exempt its taxes from capture by adopting a resolution and filing a copy of the resolution with the Township Clerk; and

Whereas, the DDA has requested the County not exempt its taxes from capture and the County has agreed not to exempt its taxes upon the execution of this Agreement.

Now, Therefore, in order to carry out the intent of the parties and for other valuable consideration, the receipt of which is acknowledged, the parties agree as follows:

Article I
Incorporation of Recitals

The Recitals set forth above are incorporated herein by reference and are an integral part of this Amendment.

Article II
Right to Exempt Taxes from Capture

The parties hereto agree that the County has the right to exempt its taxes from capture pursuant to Section 203(3) of the Act and the County has agreed to forego this right as the DDA has agreed to share a portion of the tax increment financing revenue generated from the Expanded District with the County pursuant to Section 214(4) of the Act, being MCL § 125.4214(4). For the avoidance of doubt, the County previously agreed to share with the DDA a portion of the tax increment revenues derived from the imposition of County taxes within the Downtown District not included in the

Expanded District pursuant to that certain Amendment No. 2 to the Monitor Township Downtown Development Authority Revenue Sharing Agreement Dated November 29, 2016.

Article III
Agreement to Operate as Resolution

The parties agree that upon the County Board of Commissioners approval of this Agreement, it shall have the same effect as a Resolution adopted by the County Board of Commissioners. As such, if this Agreement is found to be invalid for any reason, it is the intent of the parties that this Agreement is to have the same force and effect as a Resolution exempting the County taxes from capture in the Expanded District.

Article IV
Sharing of Tax Increment Financing Revenue
Captured from the County

The DDA Board has agreed to enter into this Agreement with the County to share a portion of the captured assessed value of the DDA district pursuant to Section 214(4) of 2018 PA 57, being MCL § 125.4214(4). The DDA shall retain the tax increment financing revenues captured by the DDA from the County in the Expanded District as long as the captured tax increment financing revenue is used exclusively for paying the sum of the following costs: (a) the maintenance costs of the Infrastructure (as defined below) in excess of \$10,000 per fiscal year (the “Maintenance Allowance”), and (b) the principal of and interest on bonds issued to pay all or a portion of the costs of construction, installation, repair, replacement, or improvement of roads, streets, bridges, sidewalks, non-motorized pathways, curbs and gutter, landscaping, alleys, water mains and service lines, stormwater systems, drainage facilities (including culverts), public lighting, public utilities, utility lines or pipelines, and related appurtenances, or other similar or related structure or improvement, together with necessary easements (the “Infrastructure”). For maintenance costs of the Infrastructure less than the Maintenance Allowance, the DDA shall use its own funds, including, but not limited to, the 2-mill levy and tax capture from Districts 1 and 2. The Maintenance Allowance shall increase by the Consumer Price Index every year as determined by the U.S. Bureau of Labor Statistics for the Midwest region. The DDA may retain tax increment financing revenue for any other purpose if the County Board of Commissioners approves of said purpose in advance and provides written approval to the DDA. The County shall capture any tax increment financing revenue not used (y) for the payment for principal and interest on bonds issued for Infrastructure or (z) as otherwise provided in this paragraph.

Article V
Transmission of Tax Increment Financing Revenue
from the DDA to the County

The municipal and county treasurers shall transmit to the DDA tax increment revenues as set forth in 215(1) of 2018 PA 57, being MCL § 125.4215(1). Thereafter, on a date or dates determined by the DDA and the County, the DDA shall provide the County with a check in the amount that is determined after retaining the amounts set forth in Article IV of this Agreement.

Article VI
Term of Agreement

The Term of this Agreement shall commence on the Effective Date and continue until such time as the Township adopts an ordinance dissolving the Expanded District or the Tax Increment Financing Plan for the DDA.

Article VII
Miscellaneous Provisions

1. **Remedies Upon Default.** If the DDA fails to make payment as set forth in this Agreement, the County shall have all available remedies in law and equity against the DDA.

2. **Freedom of Information Act Requests.** If either party receives a Freedom of Information Act request related to this Agreement it shall immediately notify the other party hereto.

3. **Severability.** The parties hereto specifically agree that in case any one or more of the sections, subsections, provisions, clauses or words of this Agreement or the application of such sections, subsections, provisions, clauses or words to any situation or circumstance should be, or should be held to be, for any reason, invalid or unconstitutional, under the laws or constitutions of the State of Michigan or the United States of America, or in contravention of any such laws or constitutions, such invalidity, unconstitutionality or contravention shall not affect any other sections, subsections, provisions, clauses or words of this Agreement or the application of such sections, subsections, provisions, clauses or words to any other situation or circumstance, and it is intended that this Agreement shall be severable and shall be construed and applied as if any such invalid or unconstitutional section, subsection, provision, clause or word had not been included herein, and the rights and obligations of the parties hereto shall be construed and remain in force accordingly.

4. **Jurisdiction.** This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan, and the parties agree that venue for any dispute shall be Bay County, Michigan.

5. **Interpretation/Construction.** For purposes of interpretation and construction of this Agreement, this Agreement has been prepared and negotiations have occurred in connection with said preparation pursuant to the joint efforts of the parties hereto. This Agreement therefore shall not be construed against any party to this Agreement.

6. **Modification.** This Agreement shall not be modified, altered, or amended except through a written amendment signed by the DDA and the County.

7. **No Third-Party Beneficiaries.** This Agreement is not intended to confer upon any person or entity, other than the parties hereto, any rights or remedies of any kind or nature whatsoever.

8. **Counterparts.** This Agreement may be executed in several counterparts each of which shall be deemed one and the same Agreement. It shall be binding upon and inure to the benefit of the parties to it and their respective successors and assigns.

9. **Captions and Bylines.** The captions and bylines used in this Agreement are for the convenience of reference only and in no way define, limit or describe the scope of intent of any provision of this Agreement.

10. **Addresses and Notice.** Unless otherwise provided herein and except for invoices for construction, any other notice, communication, request, reply or advice (herein severally and collectively, for convenience, called "Notice") herein provided or permitted to be given, made or accepted by any party to any other party must be in writing and may be given or be served by depositing the same in the United States mail postpaid and registered or certified and addressed to the party to be notified, with return receipt requested, or by delivering the same to an officer of such party, addressed to the party to be notified. Notice deposited in the mail in the manner described above shall be conclusively deemed to be effective, unless otherwise stated herein, from and after the expiration of three (3) days after it is so deposited. Notice given in any other manner shall be effective only if and when received by the party to be notified. For the purposes of notice, the addresses of the parties shall, until changed as hereinafter provided, be as follows:

If to DDA, to:

The Charter Township of Monitor Downtown Development Authority
Attn: Chairperson/Director
2483 E. Midland Road
Bay City, Michigan 48706

If to County, to:

County of Bay
Attn: Corporation Counsel
515 Center Avenue
Suite 402
Bay City, Michigan 48708

The parties hereto shall have the right to agree to using email as a form of communication for Notice if both parties agree to its use. Additionally, the parties shall have the right to agree from time to time and at any time to change their respective addresses and each shall have the right to specify as its address any other address by at least fifteen (15) days written notice to the other party hereto.

(Balance of this page intentionally left blank)

IN WITNESS WHEREOF, the parties hereto acting under authority of their respective governing bodies have caused this Agreement to be duly executed in several counterparts, each of which shall constitute an original, all as of the day and year first above written, which is the Agreement Date.

County of Bay:

Attest:

By: _____
Its: _____

By: _____
Its: _____

Date: _____

Date: _____

Charter Township of Monitor DDA:

Attest:

By: _____
Its: _____

By: _____
Its: _____

Date: _____

Date: _____

This agreement was prepared by:

McGraw Morris P.C.
Attorney Kevin Kilby
2075 West Big Beaver Road
Suite 750
Troy, Michigan 48084
248-502-4000
kkilby@mcgrawmorris.com

BAY COUNTY PROSECUTING ATTORNEY MICHAEL P. KANUSZEWSKI

TO: Jerome Crete, Chair
Ways & Means Committee / Committee of the Whole
Bay County Board of Commissioners

FM: Michael P. Kanuszewski, Prosecuting Attorney

DATE: April 21, 2026

SUBJECT: Request to Renew the *Crime Victim Rights Grant Agreement*

Request: To be placed on the agenda for the Ways & Means Committee meeting on May 5, 2026, for approval to renew the *Crime Victim Rights Grant Agreement* for the 2026-2027 grant cycle.

Background: This is a grant we began receiving in 1985 to fund a full-time victim advocate, then expanding to two full-time advocates in 1994. The monies come from defendants who have been convicted of a crime in the State of Michigan.

The grant covers most of salaries, wages, and benefits for two full-time employees, apart from retirement funds. Any portion not covered by the grant is covered by the Prosecutor's Office budget.

The amount of the agreement each year is approximately \$187,000.

Recommendation: Requesting the committee refer to the full Board for approval: this would include authorization of the Board Chair to sign any required documents after Corporation Counsel and Financial Officer review.

BAY COUNTY BOARD OF COMMISSIONERS

MAY 19, 2026

RESOLUTION

- BY:** COMMITTEE OF THE WHOLE (5/12/2026)
- WHEREAS,** The Bay County Prosecutor’s Office has been the recipient of a Crime Victim Rights Grant since 1985; and
- WHEREAS,** The original grant provided funding for a full-time Crime Victim Advocate. In 1994, that funding was increased to support two full-time Crime Victim Advocates, with funds coming from defendants convicted of a crime in the State of Michigan; and
- WHEREAS,** The anticipated FY2026- 2027 grant funding is \$187,000, which will cover most of the salaries, wages, and fringes for the two full-time employees; Therefore, Be It
- RESOLVED** That the Bay County Board of Commissioners approves renewal of the 2026-2027 Crime Victim Rights Grant; Be It Further
- RESOLVED** That the Chairman of the Board is authorized to execute and, if required, submit electronically the grant application documents, related documents, approved funding agreements, and any associated materials on behalf of Bay County, following review and approval by the Finance Department and Corporation Counsel; Be It Further
- RESOLVED** That the grant applicant/recipient departments are required to work with the Finance Department, whose staff will provide financial oversight of said grant; Be It Further
- RESOLVED** That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will not be absorbed by the County; furthermore, the department is expressly prohibited from reallocating, modifying, or absorbing the position(s) into any new cost-share or funding allocation without prior approval of the Board of Commissioners; Be It Further
- RESOLVED** That related budget adjustments, if required, are approved.

JEROME CRETE, CHAIR
AND COMMITTEE

Prosecutor - Crime Victim Rights Grant Agreement 2026-2027

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				LARRY BESON				JEROME CRETE			
TIM BANASZAK				CHRISTOPHER T. RUPP							
VAUGHN J. BEGICK				JESSE DOCKETT							

VOTE TOTALS:

ROLL CALL: YEAS____ NAYS____ EXCUSED____

VOICE: YEAS____ NAYS____ EXCUSED____

DISPOSITION: ADOPTED____ DEFEATED____ WITHDRAWN____

AMENDED____ CORRECTED____ REFERRED____ NO ACTION TAKEN____



BAY COUNTY TREASURER

Weston Prince
Bay County Treasurer
Princew@baycountymi.gov

Tina Mueller
Chief Deputy Treasurer
Muellert@baycountymi.gov

TO: Jerry Crete, Chairperson Committee of the Whole
FROM: Weston Prince, Bay County Treasurer
RE: BS&A Software Cloud Conversion
DATE: May 7, 2026

BACKGROUND:

Bay County utilizes multiple software modules from BS&A Software for Assessing, Delinquent Tax, Animal License, Current Tax, and Principal Residence Exemption Audit on the BS&A .Net platform. BS&A is in the process of converting counties and local units of government to the BS&A Cloud platform. BS&A will be sunsetting the .net platform at a date to be determined in the near future. Within this sunset date will be a “no bug fix deadline”. Due to the demand of the transition, it requires any county looking to transition to sign a contract and enter their queue for conversion. The likely implementation date would not take place until the 3rd or 4th quarter of 2027.

FINANCE:

The total cost in year one of the transition will be \$136,070.00. This will include the annual cost, training, implementation, and post-go live assistance. Annually thereafter the cost of the service will be roughly \$70,000. Bay County currently pays on the BS&A .net platform \$38,000 annually. An invoice due upon the execution of the contract will be for \$45,080 in order for Bay County to enter the transition queue. The remaining funds needed to complete this project will be included in the budget proposal for the fiscal year 2027.

RECOMMENDATION:

The Treasurer recommends that the Board of Commissioners adopt a resolution authorizing a budget adjustment in the amount of \$45,080 from the general fund and authorize the Board Chair to sign and execute a 1-year contract with an annual renewal with BS&A software on behalf of Bay County, subject to review and approval of form by Corporation Counsel.

CC:
Board of Commissioners
Scott Trepkowski
Lindey Arsenault
Alex Poirer
Amber Davis-Johnson

BAY COUNTY BOARD OF COMMISSIONERS

MAY 19, 2026

RESOLUTION

- BY:** COMMITTEE OF THE WHOLE (5/12/2026)
- WHEREAS,** Bay County utilizes multiple software modules from BS&A Software for Assessing, Delinquent Tax, Animal License, Current Tax, and Principal Residence Exemption Audit on the BS&A .Net platform; and
- WHEREAS,** BS&A Software is in the process of transitioning its clients to a cloud-based platform and has announced plans to sunset the .NET platform at a future date, which will include the establishment of a “no bug fix” deadline; and
- WHEREAS,** Due to the demand of the transition, it requires any county looking to transition to sign a contract and enter their queue for conversion, with implementation anticipated in the third or fourth quarter of 2027; and
- WHEREAS,** The total cost in year one of the transition will be \$136,070.00. This will include the annual cost, training, implementation, and post-go-live assistance; and
- WHEREAS,** Annually thereafter, the cost of the service will be roughly \$70,000. Bay County currently pays on the BS&A .net platform \$38,000 annually. An invoice due upon the execution of the contract will be for \$45,080 in order for Bay County to enter the transition queue; and
- WHEREAS,** The remaining funds needed to complete this project will be included in the budget proposal for the fiscal year 2027; Therefore, Be It
- RESOLVED** That the Bay County Board of Commissioners approves a budget adjustment in the amount of \$45,080 from the General Fund to allow for entry into the BS&A Software cloud conversion queue; Be It Further
- RESOLVED** That the Bay County Board of Commissioners approves an Agreement between BS&A and Bay County (Treasurer) for a period of one (1) year with an annual renewal and authorizes the Board Chair to execute said Agreement and related documents following Corporation Counsel review and approval; Be It Further
- RESOLVED** That related budget adjustments, if required, are approved.

JEROME CRETE, CHAIR
AND COMMITTEE

Treasurer - BS&A Software Cloud Conversion 2026

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				LARRY BESON				JEROME CRETE			
TIM BANASZAK				CHRISTOPHER T. RUPP							
VAUGHN J. BEGICK				JESSE DOCKETT							

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___



**BAY COUNTY
VETERAN AFFAIRS**

**James A. Barcia
County Executive**

Matthew Beaver
Director
beaverm@baycounty.net

515 Center Avenue, Suite 103
Bay City, MI 48708
www.baycountymi.gov
Tel: (989) 895-2055 Fax: (989)895-2037

To: Tim Banaszak, Chairperson, Board of Commissioners
From: Matthew Beaver, Director, Administrative Services and Veteran Affairs
Date: April 27, 2026
Subject: 2026 Memorial Day Cemetery Flags

Background: Pursuant to MCL Act 63 for 1915 and the purchasing of flags for veteran graves for Memorial Day. The line 10168100-95507 was unintentionally left unfunded during the normal budget process.

Request: To gain approval from the Board of Commissioners to move funds in the amount of \$2850.00 to line item 10168100-95507 for the purchase of flags to mark veteran graves for Memorial Day.

Economics: Financial impact to the General Fund will be in the amount of \$2850.00 for the purchase of 20 gross of 12" x18" flags from The American Legion, Post 18, Bay City, MI.

Recommendation: Recommend that the Board authorize the moving of funds into the account 10168100-95507 for the purchase of the said flags for veteran's graves for Memorial Day 2026. Please approve any required budget adjustments.

Cc:
Scott Trepkowski
Kim Priessnitz
Jim Barcia

BAY COUNTY BOARD OF COMMISSIONERS

MAY 19, 2026

RESOLUTION

BY: COMMITTEE OF THE WHOLE (5/12/2026)

WHEREAS, Pursuant to Michigan Compiled Laws (MCL) Act 63 of 1915, Bay County is authorized to provide flags for the marking of veterans’ graves in observance of Memorial Day; and

WHEREAS, Budget line item 10168100-95507, designated for the purchase of such flags, was unintentionally left unfunded during the regular budget process; and

WHEREAS, The cost to the General Fund, Fund Balance for the purchase of 20 gross of 12” x 18” flags from The American Legion, Post 18, Bay City, Michigan, is \$2,850; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners hereby appropriates \$2,850 from General Fund, Fund Balance for the purchase of flags to mark veterans’ graves for Memorial Day 2026; Be It Further

RESOLVED That related budget adjustments, if required, are approved.

JEROME CRETE, CHAIR
AND COMMITTEE

Veteran Affairs – Memorial Day Flags 2026

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				LARRY BESON				JEROME CRETE			
TIM BANASZAK				CHRISTOPHER T. RUPP							
VAUGHN J. BEGICK				JESSE DOCKETT							

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___



BAY COUNTY

(989) 895-4051 • FAX (989) 892-3744

911 Central Dispatch

1228 Washington Ave., Bay City MI 48708

Ryan Gale
Director

Brent Rubis
Assistant Director

Ryan Manz
Emergency Management Coordinator
989-895-4112

James A Barcia
Bay County Executive

To: Jerome Crete, Chair, Committee of the Whole

From: Ryan Gale, 911 Central Dispatch Director

Date: April 28, 2026

Subject: Xybix Console Reconfiguration and Workstation Upgrade

Request: 911 Central Dispatch requests approval to proceed with a reconfiguration and upgrade of the dispatch console layout utilizing Xybix Systems. This project will reconfigure the existing dispatch floor layout, replace two aging console positions, and add a seventh tethered training position.

Background: The current console configuration limits communication between dispatchers, lacks a dedicated training position, and includes aging workstations that no longer meet operational standards.

The proposed Xybix redesign creates a more open, pod-style layout that improves visibility, communication, and overall workflow. It also adds a tethered training position, allowing trainees to work alongside experienced staff in real time and improving training effectiveness.

This project includes reconfiguration of existing equipment and integration with current infrastructure, maximizing the use of existing assets while minimizing disruption.

Finance/Economics: The total cost for the Xybix console reconfiguration and workstation upgrade is \$100,000 and has been planned for and is fully budgeted within the 911 Central Dispatch budget. No additional appropriation is required.

There are no ongoing costs associated with this project beyond standard maintenance.

Recommendation: 911 Central Dispatch recommends approval of the Xybix console reconfiguration and workstation upgrade to improve operational efficiency, enhance dispatcher communication, support training needs, and replace aging infrastructure.

Cc: Jim Barcia, Amber Johnson, Alex Poirier, Scott Trepkowski, Cristen Gignac, Kim Priessnitz, Nicole Putt, Troy Cunningham

BAY COUNTY BOARD OF COMMISSIONERS

MAY 19, 2026

RESOLUTION

- BY:** COMMITTEE OF THE WHOLE (5/12/2026)
- WHEREAS,** 911 Central Dispatch has identified the need to improve the functionality, communication, and efficiency of its dispatch operations and requests approval to proceed with a reconfiguration and upgrade of the dispatch console layout utilizing Xybix Systems; and
- WHEREAS,** The project will reconfigure the existing dispatch floor layout, replace two aging console positions, and add a seventh tethered training position; and
- WEHEREAS,** The current console configuration limits communication between dispatchers, lacks a dedicated training position, and includes aging workstations that no longer meet operational standards; and
- WHEREAS,** The proposed Xybix redesign creates a more open, pod-style layout that improves visibility, communication, and overall workflow. It also adds a tethered training position, allowing trainees to work alongside experienced staff in real time and improving training effectiveness; and
- WHEREAS,** The project will include reconfiguration of existing equipment and integration with current infrastructure, maximizing the use of existing assets while minimizing disruption; and
- WHEREAS,** The total cost for the Xybix console reconfiguration and workstation upgrade is \$100,000 and has been planned for and is fully budgeted within the 911 Central Dispatch budget. No additional appropriation is required. Additionally, there are no ongoing costs associated with this project beyond standard maintenance; Therefore, Be It
- RESOLVED** That the Bay County Board of Commissioners approves the Agreement with Xybix Systems and Bay County (911 Central Dispatch) for Xybix console reconfiguration and workstation upgrade with funding previously approved within the 911 Central Dispatch 2026 Budget; Be It Further
- RESOLVED** That the Chairman of the Board is authorized to execute all necessary documents on behalf of Bay County, following Corporation Counsel review and approval; Be It Further
- RESOLVED** That related budget adjustments, if required, are approved.

JEROME CRETE, CHAIR
AND COMMITTEE

911 Central Dispatch - Xybix Console Reconfiguration and Workstation Upgrade Agreement 2026

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				LARRY BESON				JEROME CRETE			
TIM BANASZAK				CHRISTOPHER T. RUPP							
VAUGHN J. BEGICK				JESSE DOCKETT							

VOTE TOTALS:

ROLL CALL: YEAS____ NAYS____ EXCUSED____

VOICE: YEAS____ NAYS____ EXCUSED____

DISPOSITION: ADOPTED____ DEFEATED____ WITHDRAWN____

AMENDED____ CORRECTED____ REFERRED____ NO ACTION TAKEN____

RECREATION & FACILITIES



BAY COUNTY

CRISTEN GIGNAC, DIRECTOR

gignacc@baycountymi.gov

Jon Morse, Buildings & Grounds Supervisor

morsej@baycountymi.gov

Brad Moses, Civic Arena Manager

mosesb@baycountymi.gov

Daniel Neering, Recreation Manager

neeringd@baycountymi.gov

Tyler Sutherland, Community Center Manager

sutherlandt@baycountymi.gov

Dan Tomczak, Pinconning Park Manager

tomczakd@baycountymi.gov

JAMES A. BARCIA

County Executive

Tel: (989) 895-4132

Fax: (989) 895-2094

To: Jerry Crete, Chairman of the Committee of the Whole

From: Cristen Gignac, Director of Recreation & Facilities

Date: May 5, 2026

Subject: Summit Fire Protection – Health Services Fire Alarm Monitoring

Request: To gain approval from the Board of Commissioners to enter into an agreement with Summit Fire Protection for fire alarm monitoring at the Health Services building on Wilder Road

Background: Annual alarm monitoring is \$780.00.

Economics: Budgeted funds are available.

Recommendation: It is recommended that the Board authorize Bay County to enter into an agreement with Summit Fire Protection for alarm monitoring at the Health Services building and sign documents as necessary after favorable review from Corporation Counsel.

BAY COUNTY BOARD OF COMMISSIONERS

MAY 19, 2026

RESOLUTION

BY: COMMITTEE OF THE WHOLE (5/12/2026)

WHEREAS, The Bay County Recreation & Facilities Director is requesting to enter into an agreement with Summit Fire Protection for fire alarm monitoring at the Bay County Health Services building located on Wilder Road; and

WHEREAS, The estimated cost for annual alarm monitoring is \$780.00 and will be included in future budgets; and

WHEREAS, Funds are currently budgeted, and no additional funds are required; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Agreement between Summit Fire Protection and Bay County (Recreation & Facilities) for fire alarm monitoring at the Bay County Health Services building located on Wilder Road for a period of five (5) years; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute said Agreement and related documents on behalf of Bay County, following Corporation Counsel review and approval; Be It Further

RESOLVED That related budget adjustments, if required, are approved.

JEROME CRETE, CHAIR
AND COMMITTEE

Recreation & Facilities/Health Dept. – Summit Fire Protection Agreement 2026

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				LARRY BESON				JEROME CRETE			
TIM BANASZAK				CHRISTOPHER T. RUPP							
VAUGHN J. BEGICK				JESSE DOCKETT							

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

General Fund Equity 2026 - April 27, 2026

Description	Journal Number	2026 Fund Balance
Unaudited Estimated Unassigned Fund Balance or (Deficit)12/31/2025		\$ 12,507,383
Previous years Assigned Fund Balance for P.O.'s*		453,145
Assigned Fund Balance for designation to balance 2026 budget		1,875,377
Unaudited Unassigned & Assigned Fund Balance or (Deficit) at 12/31/2025		<u>\$ 14,835,905</u>
2026 Budgeted Surplus /(Deficit)		\$ (1,875,377)
BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH APRIL 2026		
Correct Monitor Township Road Patrol budget, in Dec. 2025 they agreed to have 2 Road Patrol Deputies instead of one. BOC approved per Resolution 2025-205.	26-01-137	5,631
To increase Historical Society budget for expenses to prepare the historical tax rolls to be transfer to the State of MI. BOC approved per Resolution 2025-260.	26-01-192	(15,000)
To correct and balance Bangor Township's budget by increasing the expenses. BOC approves of this B.A. per Resolution 2025-205.	26-01-195	(2,942)
To correct administration's budget allocation from 60% General Fund but should be 80% General Fund. BOC approves of this B.A. per Resolution 2025-205.	26-01-221	(19,559)
Treasurer's payroll allocation for Tx Collection Fd s/b be 60% but in error 30% was charged the difference goes to G.F. BOC approves per Resolution 2025-205.	26-01-223	25,787
To set up 1 year of Bay County's Guardianship Diversion project budget. BOC approves of this B.A. per Resolution 2025-246.	26-01-286	15,402
To correct transfers in to match transfers out. Boc approved this B.A. per Resolution 2025-205, parg. 11 C.	26-03-031	(99)
Budget for open 2025 P.O.'s rolled into the year 2026. BOC approved per Resolution 2025-205, paragraph 12.*	26-03-256	(453,145)
To correct Materials Management budget with increase to revenue & expenses. BOC approved per Resolution 2025-167 on 9-16-25.	26-03-073	2,042
Budget for new FT. position at Community Center classified as a PB04 step hire with new computer & screen. BOC approved this B.A. per Resolution 2026-53, 3-17-26.	26-03-384	(71,885)
Roll over from 2025 budget the Sheriff Department Jail facility assessment study. BOC approved per Resolution 2025-205 Paragraph 12.	26-03-386	(43,000)
Reduction of budget for Special Assistant Prosecuting Attorney. BOC approved per Resolution 2025-205 paragraph 11-C.	26-04-020	25,000
Budget to purchase ClearGov budgeting software. BOC approved this software & subscription per Resolution 2026-41 on 2-17-26.	26-04-169	(56,462)
		<u>\$ (588,230)</u>
Unaudited Estimated Unassigned Fund Balance or (Deficit) 04/27/2026		<u>\$ 12,372,298</u>



**BAY COUNTY
FINANCE DEPARTMENT**

James A. Barcia
County Executive

Scott Trepkowski
Finance Officer
trepkowskis@baycountymi.gov

Kimberly A. Priessnitz
Assistant Finance Officer
priessnitzk@baycountymi.gov

Nicole Putt
Purchasing
puttn@baycountymi.gov

Julie A. O'Malley
Information Systems Manager
omalleyj@baycountymi.gov

MEMO

TO: Jerome Crete, Chairperson
Committee of the Whole

FROM: Scott Trepkowski, Finance Officer

DATE: April 28, 2026

SUBJECT: Executive Directive #2007-011

REQUEST:

Please place this memo on May 5, 2026, Committee of the Whole Agenda for your committee's information.

BACKGROUND:

On April 14, 2026, an email was sent requesting departments to contact their grantor agencies to confirm their level of grant funding for the current year. As stated previously, the Finance Department would request monthly updates from these departments regarding their grant funding status and then provide a status update to your committee at your monthly meeting.

FINANCE/ECONOMICS:

As of the date of this communication, the following are the updates to the previous correspondence:

- A. Some of the federal/state grantor agencies have responded to department's requests indicate that funding levels for the federal/state grants with regard to fiscal year 2025 and/or 2026 appear to have no changes.

RECOMMENDATION:

To receive.

cc: Jim Barcia, County Executive
Alexander Poirier, Board Advisor
Kim Priessnitz, Assistant Finance Officer



**BAY COUNTY
FINANCE DEPARTMENT**

James A. Barcia
County Executive

Scott Trepkowski
Finance Officer
trepkowskis@baycountymi.gov

Kimberly A. Priessnitz
Assistant Finance Officer
priessnitzk@baycountymi.gov

Nicole Putt
Purchasing
puttn@baycountymi.gov

Julie A. O'Malley
Information Systems Manager
omalleyj@baycountymi.gov

MEMO

TO: Jerome Crete, Chair
Bay County Committee of the Whole

FROM: Scott Trepkowski, Finance Officer

DATE: May 5, 2026

SUBJECT: Request to Transfer Funds from Housing Rehabilitation Loans to General Fund

REQUEST:

Please place this memo on May 12, 2026, Committee of the Whole Agenda for your Committee's information.

BACKGROUND:

The rules and regulations governing program income usage for housing rehabilitation loans changed in 2018. Income exceeding \$35,000 retains its federal status and must be spent on approved emergency repair projects within twelve (12) months or returned to the State of Michigan. Income below the \$35,000 threshold may be transferred to the County's General Fund upon final approval from the Michigan Economic Development Corporation (MEDC).

FINANCE/ECONOMICS:

Program income from the Housing Rehabilitation Fund accumulated balance for July 1, 2024, to June 30, 2025, totaled \$23,591.00. Therefore, we request to transfer these funds to the General Fund, Unrestricted Fund Balance, for use at the discretion of the Bay County Board of Commissioners.

RECOMMENDATION:

It is the recommendation that the Bay County Board of Commissioners approves the transfer of \$23,591.00 to the General Fund, Unrestricted Fund Balance, and approves any related budget adjustment.

BAY COUNTY BOARD OF COMMISSIONERS

MAY 19, 2026

RESOLUTION

BY: COMMITTEE OF THE WHOLE (5/12/2026)
 WHEREAS, The rules and regulations governing program income usage for housing rehabilitation loans changed in 2018; and
 WHEREAS, Income exceeding \$35,000 retains its federal status and must be spent on approved emergency repair projects within twelve (12) months or returned to the State of Michigan; and
 WHEREAS, Income below the \$35,000 threshold may be transferred to the County’s General Fund upon final approval from the Michigan Economic Development Corporation (MEDC); and
 WHEREAS, Program income from the Housing Rehabilitation Fund accumulated balance for July 1, 2024, to June 30, 2025, totaled \$23,591.00 and is eligible for transfer to the General Fund, Fund Balance; Therefore, Be It
 RESOLVED That the Bay County Board of Commissioners approves the transfer of \$23,591.00 from the Housing Rehabilitation Fund to the General Fund; Be It Further
 RESOLVED That related budget adjustments, if required, are approved.

JEROME CRETE, CHAIR
 AND COMMITTEE

Finance - Request to Transfer Funds from Housing Rehabilitation Loans to General Fund

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				LARRY BESON				JEROME CRETE			
TIM BANASZAK				CHRISTOPHER T. RUPP							
VAUGHN J. BEGICK				JESSE DOCKETT							

VOTE TOTALS:

ROLL CALL: YEAS____ NAYS____ EXCUSED____

VOICE: YEAS____ NAYS____ EXCUSED____

DISPOSITION: ADOPTED____ DEFEATED____ WITHDRAWN____

AMENDED____ CORRECTED____ REFERRED____ NO ACTION TAKEN____



**BAY COUNTY
FINANCE DEPARTMENT**

James A. Barcia
County Executive

Scott E. Trepkowski
Finance Officer
trepkowskis@baycountymi.gov

Kimberly A. Priessnitz
Assistant Finance Officer
priessnitzk@baycountymi.gov

Nicole M. Putt
Purchasing
puttn@baycountymi.gov

Julie A. O'Malley
Information Systems Manager
omalleyj@baycountymi.gov

To: Jerome Crete
Chair, Committee of the Whole

From: Nicole Putt
Purchasing Agent

Date: April 30, 2026

Subject: RFP 2026-07 Juvenile Home Financial Assessment

Request:

Receive the notification of intent to award the above-mentioned bid to Gabridge & Company and authorize the Board Chair to sign all documents relating to this award after review by Corporation Counsel.

Background:

This bid was released on March 30, 2026, on BidNet and the County website.

The vendor responses were opened on March 24, 2026. We received one (1) response from Gabridge & Company who were deemed responsive.

During the evaluation of the bid submission, the committee determined that Gabridge & Company fulfilled all requirements. Their proposal included comprehensive explanations outlining their approach to revenue analysis, expense review, as well as the summary and recommendations they will provide to enhance financial efficiency and identify potential cost savings.

Finance/Economics:

Financial Assessment Costs: \$39,000.

Recommendation:

Receive the award of this RFP and authorize the Board Chair to sign all documents relating to the award of this bid after review by Corporation Counsel and to approve all future budget adjustments relating to this award.

cc: Jim Barcia, Amber Davis-Johnson, Scott Trepkowski, Alex Poirier.

BAY COUNTY BOARD OF COMMISSIONERS

MAY 19, 2026

RESOLUTION

BY: COMMITTEE OF THE WHOLE (5/12/2026)

WHEREAS, Bay County issued Request for Proposals (RFP) 2026-07 for a Juvenile Home Financial Assessment, which was released on March 30, 2026, on BidNet and the Bay County website; and

WHEREAS, The vendor responses were opened on April 24, 2026. With Bay County receiving (1) response from Gabridge & Company who was deemed responsive; and

WHEREAS< During the evaluation of the bid submission, the committee determined that Gabridge & Company fulfilled all requirements. Their proposal included comprehensive explanations outlining their approach to revenue analysis, expense review, as well as the summary and recommendations they will provide to enhance financial efficiency and identify potential cost savings; and

WHEREAS, The cost for the Juvenile Home Financial Assessment is \$39,000; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners receives the notification of intent to award Request for Proposal (RFP) 2026-07 Juvenile Home Financial Assessment to Gabridge & Company and authorizes the Chairman of the Board to sign all documents related to the bid award following Corporation Counsel review and approval; Be It Finally

RESOLVED That related budget adjustments, if required, are approved.

JEROME CRETE, CHAIR
AND COMMITTEE

Finance/Purchasing – Bid Award RFP 2026-07 Juvenile Home Financial Assessment to Gabridge & Company

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				LARRY BESON				JEROME CRETE			
TIM BANASZAK				CHRISTOPHER T. RUPP							
VAUGHN J. BEGICK				JESSE DOCKETT							

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___



**BAY COUNTY
FINANCE DEPARTMENT**

James A. Barcia
County Executive

Scott Trepkowski
Finance Officer
trepkowskis@baycountymi.gov

Kimberly A. Priessnitz
Assistant Finance Officer
priessnitzk@baycountymi.gov

Nicole Putt
Purchasing
puttn@baycountymi.gov

Julie A. O'Malley
Information Systems Manager
omalleyj@baycountymi.gov

To: Jerome Crete
Chair, Committee of the Whole

From: Nicole Putt
Purchasing Agent

Date: May 1, 2026

Subject: Bid Award Notification RFP 2026-03 Community Center Pool Locker Room Remodel

Request:

Receive the notification of intent to award the abovementioned RFP to Spence Brothers and authorize the Board Chair to sign all documents relating to this award after review by Corporation Counsel.

Background:

The vendor responses were opened on Wednesday, April 17, 2026, at 11:00 A.M. We received two (2) bids: Spence Brothers and Serenus Johnson. Both bids were deemed responsive.

The selected committee reviewed the submissions of the firms and their ability to meet the needs of the County. After reviewing qualifications, project experience and eligibility, references, and pricing, the Recreation and Facilities Department forwarded their recommendation.

Finance/Economics:

The fees submitted by Spence Brothers based on pre-construction and design are \$168,450.

Recommendation:

Receive the award of this RFP and authorize the Board Chair to sign all documents relating to the award of this bid after review by Corporation Counsel and to approve all future budget adjustments relating to this award.

cc: Jim Barcia, Amber Davis-Johnson, Scott Trepkowski, Cristen Gignac, and Jon Morse

515 Center Avenue, Suite 701, Bay City, Michigan 48708
Tel: (989) 895-2064 | Fax: (989) 895-4039 |
Web: www.baycountymi.gov

BAY COUNTY BOARD OF COMMISSIONERS

MAY 19, 2026

RESOLUTION

BY: COMMITTEE OF THE WHOLE (5/12/2026)

WHEREAS, Bay County issued Request for Proposal (RFP) 2026-03 for the Community Center Pool Locker Room Remodel; and

WHEREAS, Vendor responses were opened on Wednesday, April 17, 2026, at 11:00 A.M., and two (2) bids were received from Spence Brothers and Serenus Johnson, both of which were deemed responsive; and

WHEREAS, A selected committee reviewed the submissions based on qualifications, project experience, eligibility, references, and pricing, and the Recreation and Facilities Department has forwarded its recommendation; and

WHEREAS, It is recommended that Spence Brothers receive the bid award for RFP 2026-03 for the Community Center Pool Locker Room Remodel; and

WHEREAS, The fees submitted by Spence Brothers based on pre-construction and design are \$168,450; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners receives the notification of intent to award Request for Proposal RFP 2026-03 Community Center Pool Locker Room Remodel to Spence Brothers and authorizes the Chairman of the Board to sign all documents related to the bid award following Corporation Counsel review and approval; Be It Finally

RESOLVED That related budget adjustments, if required, are approved.

JEROME CRETE, CHAIR
AND COMMITTEE

Finance/Purchasing – Bid Award RFP 2026-03 Community Center Pool Locker Room Remodel to Spence Brothers

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				LARRY BESON				JEROME CRETE			
TIM BANASZAK				CHRISTOPHER T. RUPP							
VAUGHN J. BEGICK				JESSE DOCKETT							

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

BAY COUNTY BOARD OF COMMISSIONERS

MAY 19, 2026

RESOLUTION

BY: COMMITTEE OF THE WHOLE (5/12/2026)
 RESOLVED That the Bay County Board of Commissioners hereby approves the claims against the County as follows:

ACCOUNTS PAYABLE:

4/8/2026	\$612,108.29
4/15/2026	\$603,533.10
4/22/2026	\$722,012.95
4/23/2026	\$2,500.00
4/29/2026	\$1,337,861.75
5/6/2026	\$1,056,603.83

JEROME CRETE, CHAIR
 AND COMMITTEE

Payables

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				LARRY BESON				JEROME CRETE			
TIM BANASZAK				CHRISTOPHER T. RUPP							
VAUGHN J. BEGICK				JESSE DOCKETT							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____

AMENDED _____ CORRECTED _____ REFERRED _____ NO ACTION TAKEN _____

**OFFICE OF ASSIGNED COUNSEL
MONTHLY REPORT
MARCH, 2026**

		<u>Mar. 2024</u>	<u>Mar. 2025</u>	<u>Mar. 2026</u>
Total Number of Arraignments:		296	277	307
C.C. FEL/VOP/PPO	22			
C.C. VOB/FTA/OSC	9			
Felony	62	84		
C.C. VOB/FTA/OSC	9	62		
Arraign. Only	17	6		
D.C. VOB/FTA/OSC/FTP	36	8		
Arraign. in DC by Retained	6	1		
Arraign. in DC IPP	1	8		
Total Number of Referrals:		202	223	252
C.C. FEL/VOP/PPO	23	74		
Felony	68	87		
Misd.	74			
Traffic	87			
Total Number of Assignments:		198	223	247
C.C. FEL/VOP/PPO	23	70		
Felony	68	86		
Misd.	70			
Traffic	86			
Total Number of Defendants denied Court Appointed Counsel:		4	0	5
C.C. FEL/VOP/PPO	0	4		
Felony	0	1		
Misd.	4			
Traffic	1			

ARRAIGNMENTS

JEFF MARTIN

		<u>Mar. 2024</u>	<u>Mar. 2025</u>	<u>Mar. 2026</u>
Total Arraignments:		133	168	147
Felonies	33			
Misd.	34			
Traffic	51			
Arraign. Only	13	2		
VOB/FTA/OSC/FTP	16			
Settled at Arraignment		2		

GARSKE/HEWITT

		<u>Mar. 2024</u>	<u>Mar. 2025</u>	<u>Mar. 2026</u>
Total Arraignments:		131	73	114
Felonies	29			
Misd.	28			
Traffic	33			
Arraign. Only	4	2		
VOB/FTA/OSC/FTP	20			
Settled at Arraignment		2		

CIRCUIT COURT

		<u>Mar. 2024</u>	<u>Mar. 2025</u>	<u>Mar. 2026</u>
Total Arraignments:		24	20	31
		Arraigned by Assigned Attorney	Arraigned by Retained Attorney or IPP	Assigned without an Arraignment
C.C. FEL/VOP/PPO	22	21	1	2
C.C. VOB/FTA/OSC	9	9	0	

ASSIGNMENTS

There were a total of **247** defendants assigned

ANDREA LABEAN

Mar. 2024 Mar. 2025 Mar. 2026

Assignments: **4** **2** **6**

		Arraigned by Poltorak	Arraigned by Poltorak on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	2	2	1	
Felonies	3			
Misd.	0			
Traffic	1			

There were a total of **247** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Andrea LaBean** was assigned.
6 or 2%

PAUL BUKOWSKI

C. Johnson
Mar. 2024 Mar. 2025 Mar. 2026

Assignments: **17** **14** **14**

		Arraigned by Bukowski/Poltorak	Arraigned by Bukowski on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	0		4	
Felonies	11	2		
Misd.	2			1
Traffic	1			

There were a total of **247** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Paul Bukowski** assigned.
14 or 6%

RYAN JANER

M. Kanuszewski
Mar. 2024 Mar. 2025 Mar. 2026

Assignments: **47** **20** **6**

		Arraigned by Janer	Arraigned by Janer on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	0			
Felonies	0			
Misd.	3			
Traffic	3			

There were a total of **247** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Ryan Janer** was assigned.
6 or 2%

MICHAEL HUBER

Mar. 2024 Mar. 2025 Mar. 2026

Assignments: **11** **16** **16**

		Arraigned by Huber/Poltorak	Arraigned by Poltorak on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	2	2	1	
Felonies	12	1		
Misd.	1			
Traffic	1			

There were a total of **247** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Michael Huber** was assigned.
16 or 6%

AARON HETHERINGTON

Mar. 2024 Mar. 2025 Mar. 2026

Assignments: 24 24 19

		Arraigned by Hetherington/Poltorak	Arraigned by Hetherington on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	5	5		
Felonies	11			
Misd.	2			
Traffic	1			

There were a total of **247** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Aaron Hetherington** was assigned 19 or 8%.

ANDREW BONNELL

Mar. 2024 Mar. 2025 Mar. 2026

Assignments: 36 45 43

		Arraigned by Bonnell	Arraigned by Bonnell on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	0			
Felonies	0			
Misd.	23			
Traffic	20	2		

There were a total of **247** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Andrew Bonnell** was assigned 43 or 17%.

ROSTER ATTORNEYS

Mar. 2024 Mar. 2025 Mar. 2026

Assignments: 59 102 143

		Arraigned by Poltorak/ Assigned Attorney	Arraigned by Poltorak on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	14	12	3	2
Felonies	31	1		2
Misd.	39	2		5
Traffic	59			

*Settled 3 @ Arraignment

There were a total of **247** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Roster Attorneys** were assigned 143 or 58%.

RETAINED ATTYS.

IPP

DENIED

ASSIGNED W/OUT ARRAIGN

C.C. FEL/VOP/PPO	1
C.C. VOB/FTA/OSC	
Felonies	3
Misd.	3
Traffic	
D.C. VOB/FTA/OSC	

C.C. FEL/VOP/PPO	
C.C. VOB/FTA/OSC	
Felonies	
Misd.	1
Traffic	
D.C. VOB/FTA/OSC	

C.C. FEL/VOP/PPO	
Felonies	
Misd.	4
Traffic	1
Total Denied	5

Assigned w/o Arraign. C.C.	2
Assigned w/o Arraign. D.C.	8
WAIVED ATTORNEY	0

WILL HIRE AFTER ARRAIGNMENT	
FELONIES	4

CC SETTLED @ ARRAIGN.	3
DC SETTLED @ ARRAIGN.	4

Total Arraignments In Dist. Cr. By Retained	6
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Total Arraignments In Dist. Court IPP	1
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**COMMITTEE OF THE WHOLE
MINUTES**

MEETING OF THE BAY COUNTY COMMITTEE OF THE WHOLE HELD ON TUESDAY, APRIL 14, 2026, FOURTH FLOOR, BAY COUNTY BUILDING.

CALL TO ORDER BY CHAIR CRETE AT 4:00 P.M.

MOTION NO.

COMMISSIONERS PRESENT:		1	2	3	4	5	6	7	8	9	10	11	12
JEROME CRETE, CHAIR	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
CHRISTOPHER RUPP, V. CHAIR	P	Y	Y	Y	S/Y	S/Y	S/Y	Y	M/Y	Y	S/Y	M/Y	S/Y
KATHY NIEMIEC	P	Y	Y	Y	Y	Y	Y	S/Y	Y	Y	Y	Y	Y
VAUGHN J. BEGICK	E												
LARRY BESON	P	M/Y	S/Y	S/Y	Y	Y	M/Y	Y	Y	M/Y	Y	Y	Y
JESSE DOCKETT	P	S/Y	M/Y	M/Y	M/Y	M/Y	Y	M/Y	S/Y	S/Y	M/Y	S/Y	M/Y
TIM BANASZAK, EX OFFICIO	E												

MOTION NO.

COMMISSIONERS PRESENT:		13	14	15	16	17	18	19	20	21	22	23	24
JEROME CRETE, CHAIR		Y	Y										
CHRISTOPHER RUPP, V. CHAIR		Y	Y										
KATHY NIEMIEC		Y	Y										
VAUGHN J. BEGICK													
LARRY BESON		S/Y	S/Y										
JESSE DOCKETT		M/Y	M/Y										
TIM BANASZAK, EX OFFICIO													

MOTION NO.

COMMISSIONERS PRESENT:		25	26	27	28	29	30	31	32	33	34	35	36
JEROME CRETE, CHAIR													
CHRISTOPHER RUPP, V. CHAIR													
KATHY NIEMIEC													
VAUGHN J. BEGICK													
LARRY BESON													
JESSE DOCKETT													
TIM BANASZAK, EX OFFICIO													

OTHERS PRESENT: C. Gignac, M. Beaver, J. Barcia, S. Trepkowski, L. Arsenault, A. Poirier, A. Davis-Johnson, T. Jerry, A. Labean, R. Gale, M. Shores, W. Prince, K. Wellnitz, K. Ayala, K. Priessnitz, P. Travis, J. Lillo

ZOOM:

M- MOVED; S-SUPPORTED; Y-YEA; N-NAY; ABS.-ABSTAIN; E-EXCUSED; A-ABSENT; W-WITHDRAWN

**COMMITTEE OF THE WHOLE MINUTES
TUESDAY, APRIL 14, 2026**

MOTION NO.

NOTE: In addition to these typed minutes, which provide an overview of the meeting and are not verbatim, this Committee meeting was also videotaped. The tapes are available for review in the Executive's Office or can be viewed on Bay County's website, at www.baycountymi.gov/executive/videos.

- 1. MOVED, SUPPORTED, AND CARRIED TO EXCUSE COMMISSIONER BEGICK AND COMMISSIONER BANASZAK FROM THE APRIL 14, 2026, COMMITTEE OF THE WHOLE MEETING.**
- 2. MOVED, SUPPORTED, AND CARRIED TO APPROVE THE APRIL 14, 2026, COMMITTEE OF THE WHOLE AGENDA.**
- 3. MOVED, SUPPORTED, AND CARRIED TO APPROVE APRIL 7, 2026, COMMITTEE OF THE WHOLE MINUTES, AS PRINTED.**

Public input was called. Paul Travis, a member of the Bay County Library Board of Trustees, addressed the Committee to commend the library, its staff, and the strong attendance at Library Board meetings. Mr. Travis also thanked the Commission for its trust in his service to the community.

Next on the agenda was a resolution recognizing Zander Walraven's academic achievement. At the request of the Committee Chair, the Bay County Library System update will be taken up as the first item on the agenda.

The Bay County Library Board update was presented to the Committee by Kirsten Wellnitz and Kevin Ayala. The presentation included an overview of locations, services, partnerships, a statistical summary for fiscal year 2025, library funding, 2026 expenditures, the building maintenance plan, and clarification of previously identified inaccuracies. Following the presentation, it was

- 4. MOVED, SUPPORTED, AND CARRIED TO RECEIVE THE BAY COUNTY LIBRARY SYSTEM UPDATE.**
- 5. MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RECOGNIZING ZANDER WALRAVEN'S ACADEMIC ACHIEVEMENT.**
- 6. MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION TO AUTHORIZE LAND LEASE AGREEMENT WITH TAG TOWERS LLC (BOARD OF COMMISSIONERS).**
- 7. MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION FOR CORE TECHNOLOGY ANNUAL MAINTENANCE AGREEMENT 2026 (911 CENTRAL DISPATCH).**
- 8. MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION FOR THE 2026 EQUALIZATION REPORT (EQUALIZATION)**

9. **MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION FOR TYLER TECHNOLOGIES-JURY PAYMENTS AGREEMENT 2026 (COURTS).**
10. **MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION FOR BJA FY25 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (COURTS).**
11. **MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION FOR FRIEND OF THE COURT OFFICE REORGANIZATION 2026 (FOC).**
12. **MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION FOR FRIEND OF THE COURT OFFICE RECONSTRUCTION 2026 (FOC).**
13. **MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION BROWN & BROWN AGREEMENT 2026 (PERSONNEL).**
14. **MOVED, SUPPORTED, AND CARRIED TO ADJOURN (4:21 P.M.).**

SUBMITTED BY:

**LINDSEY ARSENAULT
BOARD COORDINATOR**