



Manistee County Board of Commissioners

Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

CHAIRPERSON
Jeffrey Dontz
VICE-CHAIRPERSON
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Mark Bergstrom
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Richard Schmidt

CLERK

Jill Nowak
(231) 723-3331

CONTROLLER/ADMINISTRATOR

Thomas Kaminski
(231) 398-3504

WAYS & MEANS COMMITTEE

Wednesday, April 20, 2016
9:00 A.M.

Manistee County Courthouse & Government Center
Board of Commissioners Meeting Room

AGENDA

- 1) 9:00 A.M. - Finance Report - Rachel Nelson, Financial Assistant
- 2) Review and consideration of recommending payment of the following FY 2015/16 invoices:
 - A) Payment of unused accumulated vacation and personal hours to Zachary Riley, of the 19th Circuit Court/Juvenile Division, who resigned from employment with the Court effective April 15, 2016 = \$2,811.20. (APPENDIX A)
- 3) Bruce Schimke, Maintenance Supervisor, will appear before the Committee regarding the following items:
 - A) 2016 Lawn Mowing Bids for County Buildings. (APPENDIX B)
 - B) Wall replacement above Judge's Bench in Circuit Courtroom. (APPENDIX C)
 - C) Consideration of a proposal to remove a filing system from the Sheriff's Office Building and reinstall the system in the District Court. (APPENDIX D)
 - D) Consideration of bids to concrete or asphalt an additional area on the west side of the Courthouse building for the purpose of providing an additional snowplowing storage area. (APPENDIX E)
 - E) Consideration of a proposed consulting services agreement with Tenurgy for the purpose of reviewing County building utility invoices. (APPENDIX F)
- 4) 9:30 A.M. - Review and consideration of renewing the lease agreement between Manistee County and the Alliance for Economic Success for the building located at 395 Third Street. (APPENDIX G)
- 5) Review and consideration of bids received for the sale of two used County Sheriff Vehicles, which were placed out for bid by the Sheriff and County Administration. (APPENDIX H)

- 6) 10:00 A.M. – Roger Elbers, Equalization Director, will appear before the Committee to present the following reports (APPENDIX I):
 - A) 2016 Equalization Report
 - B) Form L-4037, State Tax Commission Assessment Roll Certification for each Local Unit of Government.
- 7) Miscellaneous Information/Discussion Items
 - A) Review of the Michigan Municipal Risk Management Authority Statement of changes in Manistee County's Member Retention Fund for the period of October 1, 2015 – December 31, 2015. (APPENDIX J)
 - B) Update on the County Budget Process
 - C) Update on the County Audit Process
- 8) Other Items from Committee Members.
- 9) Adjournment.



Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

(APPENDIX A)

OFFICE OF
CONTROLLER/
ADMINISTRATOR
231-398-3500 • Fax 231-723-1795
www.manisteecountymi.gov

MEMORANDUM

TO: Manistee County Board of Commissioners
FROM: Lisa Sagala, HR Manager/Assistant Administrator 
DATE: April 18, 2016
RE: Unused Accumulated Vacation, Sick Time and Personal Day Payment

Employee Name: Zachary Riley
Department: 19th Judicial Circuit - Juvenile Division
Employee #: 1083
Hourly Rate: \$20.08
Resignation Date: April 15, 2016

2016 Unused Vacation Hours:	75.0
2017 Earned Vacation Hours:	22.00
2016 Unused Accumulated Sick Hours:	0.0
2016 Unused Personal Day Hours:	43.0

2016 Unused Vacation Hours:	\$1,506.00
2017 Earned Vacation Payment:	\$441.76
2016 Unused Sick Time Payment:	\$0.00
2016 Unused Personal Day Payment:	\$863.44

2016 Unused Cleaning Allowance Due County:	\$0.00
2016 Shift Differential Due Employee:	\$0.00

Total Amount Due: \$2,811.20

Payment to be made from the "Employee Separations" Account #298 000 701.001.

Approved for payment by the Manistee County Board of Commissioners on Tuesday,
April 26, 2016

Jeffrey Dontz, County Board Chairperson



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MAINTENANCE DEPARTMENT

231-398-3552

Fax 231-723-1795

(APPENDIX B)

2016 GRASS CUTTING FOR MANISTEE COUNTY

Manistee County requested sealed, competitive bids for the purpose of providing grass cutting for 2016 season for the County Court House, County Sheriff facility, County Health Dept and AES Building.

All bid proposals submitted were received at the Manistee County Controller/ Administrators Office, 415 Third Street Manistee, MI 49660.

The bid quotation's included all Materials, labor, Equipment and insurance to perform the job requested by Manistee County. Please see below the proposals and contractor bid numbers.

MANISTEE COUNTY:

(3) Bids received:

Grimm's lawn care

County Courthouse -----30.00 per hr.
Sheriff's Dept. -----30.00 per hr.
385 and 395 Third St -----30.00 per hr.
Spring clean-up-----30.00 per hr.

Perfect Cut Lawn Care

County Courthouse-----35.00 per cut
Sheriff's Dept. -----35.00 per cut
385 Third St -----25.00 per cut
395 Third St-----25.00 per cut
Spring clean-up-----60.00 per hr.

Cornerstone Lawn Maintenance

County Courthouse-----30.00 per hr.
Sheriff's Dept. -----30.00 per hr. plus 35.00 per cut
385 and 395 Third St -----30.00 per hr.
Spring clean-up -----30.00 per hr.

Bruce A. Schimke
Maintenance Supervisor
Manistee County Court House

(APPENDIX C-1)



PROPOSAL

Submitted to:
Bruce Shimpke
Manistee Government Building
Manistee, MI 49660

Performed at:
Same
Circuit Court Room

Remove State of MI Judges Seal (to remain visible in Courtroom)

Remove Granite backdrop behind Judges Bench

Repair any structure to wall

Replace with oak panels, trim and stain to match existing

Drywall background and picture frame for existing seal

Prime and paint drywall to standard flat finish (any texture or faux painting to be discussed and priced)

Re-carpet platform under bench with comparable carpet to rest of room

Clean up and haul off all scrap and debris and dispose of in proper fashion

All labor and material \$ 4,400.00



249 RIVER STREET • MANISTEE, MI 49660

PHONE 231-723-2982 • FAX 231-723-3278

Proposal # 16109

~~Replace~~ ^{DEMO.} Marble at Circuit Court Seal
using drywall and Oak Trim

Mr. Bruce Shimke
Manistee County
415 Third Street
Manistee, MI 49660

March 30, 2016

Dear Bruce:

We propose to replace the marble wall surface in the Circuit Court Room as described below:

Included:

1. Provide protection for flooring, judges bench as needed for demolition and repairs.
2. Remove existing marble wall surface (approximate 8' wide x 8' high). Marble hauled off site and disposed of. Salvage Circuit Court Seal for re-use.
3. Remove OSB or plywood substrate damaged in removal of marble.
4. Remove and replace studs as needed if damaged when removing existing glued in place plywood. Add blocking as needed for new oak trim and paneling.
5. Install 3/4" plywood support backer behind drywall for attaching Circuit Court Seal.
6. Furnish and install new 5/8" thick drywall from 48" above floor to ceiling. Drywall to be hung, taped, finished, primed and painted (2 coats finish to match color of courtroom walls.
7. Furnish and install 3/4" thick plain sawn Red Oak plywood panels from floor to height 48" above floor. Grain to run vertically. (Existing oak panels are match grain panels with plain sawn by special order. This not available for a single sheet order. We believe this will look fine.)
8. Install perimeter 1x4oak trim (S4S) to picture frame the drywall (approx size (8' wide x 4' high).
9. Oak trim and oak plywood to be stained and finished to match adjacent plywood panels.
10. Reinstall Circuit Court Seal.
11. Furnish and install carpeting to cover existing 12" x 12" vinyl composition tile at floor behind Judge's Bench. \$21.95 per Square Yard allowed for carpet material. (Lee's Faculty Classic - Arcadian #3121 which is the existing carpet in the courthouse, is no longer available.)
12. Clean up.

(C-3)

Any items of work or service not specifically described herein are **Excluded** from this proposal and Structural Specialties, Inc. assumes no responsibility for their performance. Among those items are:
If for some reason, the seal cannot be salvaged, we have not allowed for replacing with a new one.

Builder's Risk Insurance.
Permits - should not be necessary for this maintenance work.

Scheduling: Allow 3 weeks from order of plywood to installation date. Install should be done when there is a full week without Courtroom activity.

Structural Specialties, Inc. does carry General Liability Insurance and Worker's Compensation as required by law.

We hereby propose to furnish labor and materials for the work specified above - complete with the above specifications, for the sum of:

Seven Thousand Nine Hundred Ninety Five and no Hundredths Dollars \$7,995.00

with payment to be made as follows:

Progress payments to be made by the 10th of the following month, for the work completed (and billed for) by the end of the month. Final payment to be made within ten days after issuance of a final statement by the contractor when the work is completed.

Finance charge of 1-1/2% per month (about 18% annual) will be charged on all balances extending beyond payment terms stated above. All work will be completed in a workman like manner according to standard practices. Any alterations or deviations from above specifications will be executed only upon authorization from the owner or his appointed representative, and will be added to or deducted from the sum quoted in this contract. All agreements contingent upon strikes, accidents or delays beyond our control.

Authorized Signature James A. Johnson
James A. Johnson

Note: This proposal is subject to change after 30 days.

ACCEPTANCE OF PROPOSAL

The above price(s), specifications and conditions are satisfactory and are hereby accepted. Structural Specialties, Inc. is hereby authorized to perform the work as described above. Payment will be made as outlined above.

Signature Customer _____ Date

Signature S.S. Inc. Rep. _____
James A. Johnson Date

This proposal becomes a contract upon acceptance by both the Customer and Structural Specialties, Inc.

(APPENDIX D-1)

Bruce A. Schimke Maintenance Supervisor Manistee County

From: Rick Barber <rick.barber@modernofficeinteriors.com>
Sent: Wednesday, April 13, 2016 12:14 PM
To: Bruce A. Schimke Maintenance Supervisor Manistee County
Cc: Kurt Kamps
Subject: Revised: Mobile Filing System relocation

Bruce,
Modern Office Interiors respectfully submits the following quotes:

- ~~1). On one date/occasion, disassemble and store on-site at the Manistee County Courthouse offices a 3-carriage "Aisle Savers" mobile filing system: \$910.00~~
- 2). On a separate date/occasion, transport and reassemble above mobile filing system at the Manistee County Courthouse, including new raised floor substrate containing the track system, but not including new carpet: \$2685.00

***Quotes are under the assumption that each will be performed on separate dates/occasions. Should the disassemble work (quote #1) be immediately followed by the transport & reassemble work (quote #2), then the total for each quote is ~~\$965~~ and \$2595 respectively.

Modern Office Interiors understands that each quote will be billed separately but requests that both quotes be considered an all-or-none situation. In other words, if we are selected to handle the reassembly portion of the project, then we would like to also be the contractor to handle the disassembly. And in all fairness to our fellow bidder(s), we understand that they would probably also want to handle the disassembly if selected to handle the reassembly portion.

If you have any questions or need any clarification regarding our quote please call or reply back.
Thank you for the opportunity to bid on this project,
--Rick Barber

Modern Office Interiors
1354 West Randall
Coopersville, MI 49404
Phone: 616-997-8608
Fax: 616-997-7263
Cell: 616-633-5080

EXCEL

SYSTEMS GROUP, INC.

(D-2)

4282 Brockton Dr. S.E. Ste B
Grand Rapids, MI 49512
616-942-0411 Fax
800-678-1483

April 6, 2016

Mr. Bruce A. Schimke
Maintenance Supervisor
Manistee County
415 Third St.
Manistee, MI 49660

**Quotation
(Drawing #040516)**

~~Relocation of Existing High Density Storage Shelving from
Sheriff's Department to the 85th District Court~~

~~"A" Disassemble and relocate to storage the High Density Storage Shelving
from Sheriff's Dept.:~~

~~Disassemble and Relocate to Storage.....\$ 1,300.00~~

"B" Relocate and reassemble the High Density Storage Shelving
from Sheriff's Dept. storage to the 85th District Court.:

- Relocation is to be on 2nd floor of the Courthouse with exact floor space provided in the 85th District Court's area.
- Allow approx. 1-2 days for the reassembly.
- Carpeting deck surface will be the responsibility of the County.

Disassemble, Relocate and Reassemble..... \$ 2,000.00

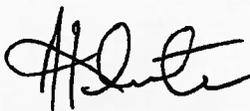
Deck & Hardware (If required).....\$ 300.00

"C" Disassemble, relocate and reassemble High Density Storage Shelving
from Sheriff's Dept. to the 85th District Court.:

- Relocation is to be on 2nd floor of the Courthouse with exact floor space provided in the 85th District Court's area.
- Allow approx. 2-3 days for the disassembly & reassembly.
- Carpeting deck surface will be the responsibility of the County.

Disassemble, Relocate and Reassemble..... \$ 2,600.00

Deck & Hardware (If required).....\$ 300.00



Art Klute
(269) 381-3302
(269) 267-9599 cell
agklute.excel@yahoo.com

(D-3)

Haglund's Floor Covering, Inc.

308 Parkdale Ave.

Manistee, MI 49660

Phone: 231-723-9415

Fax: 231-723-5003

Email: haglundsfloor@outlook.com

4/11/2016

Manistee County

For: Court House

Furnish and install new commercial carpet (fig; @18.95 sy--you
will need to choose color) glued direct in proposed File Room:
(includes tear-up & disposal of existing)

\$620.00



Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

MAINTENANCE DEPARTMENT

231-398-3552

Fax 231-723-1795

(APPENDIX E)

2016 ADDITIONAL SNOW PLOWING STORAGE AREA, MANISTEE COUNTY COURTHOUSE

Manistee County requested sealed, competitive bids for the purpose of providing an additional snow plowing storage area at the west end of the County Courthouse Building. All bid proposals submitted included all Materials, labor, Equipment and insurance to perform the job requested by the county and were opened by Bruce A Schimke Maintenance Supervisor. Please see below proposals and contractor bid numbers.

MANISTEE COUNTY:

(4) Bids received: Two Concrete and Two Asphalt bids.

Absolute Concrete

Base Bid: -----\$2975.00

Jason Thompson Concrete

Base Bid: -----\$2930.00

Reith -- Riley Asphalt

Base Bid-----\$5081.00

Ron Brown & Sons

Base Bid-----\$2503.00

Bruce A. Schimke
Maintenance Supervisor
Manistee County Courthouse

The Difference between an Energy Audit and Utility Bill Audit

Utility costs are one of the biggest expenses for businesses, so it makes sense that you want to find ways to reduce these costs. But, perhaps, you aren't sure where to start? The two main ways to reduce utility costs are to (1) reduce consumption by conducting an *Energy Audit* and (2) reduce the rate that is paid by conducting a *Utility Bill Audit*. Tenurgy specializes in *Utility Bill Audits*.

Here are the differences between the two:

An Energy Audit is an assessment of the energy needs and efficiency of a building – how the energy is being consumed.

This audit will identify the energy-consuming equipment and capture how much is being consumed. It is usually completed to establish a benchmark and detect areas where energy consumption can be reduced or consumed more efficiently. While not all energy audits require an investment, many require a capital investment in order to reduce consumption. The benchmark that was established as part of the original energy audit will be used to estimate the return on investment and track the savings realized. Most energy audits will use 12 months or more of data to establish the benchmark. An energy audit is more of an engineering approach that focuses on consumption, efficiency and reducing consumption.

A Tenurgy Utility Bill Audit is an audit of the bills themselves.

This audit will verify whether or not invoices are being billed correctly based on relevant rules, regulations and tariffs. The process often identifies billing errors and/or rate savings. Most utility bill audits should audit 12 months or more of utility bills to be most effective. A utility bill audit is more of an accounting or financial approach to an audit that focuses on billing and rate.

(F-2)

Please Delete and
Place on Company Letterhead

(Date)

To: _____

Please consider this letter as a formal request to have Tenurgy listed as an Authorized Agent for _____
(Company/Corporation)

Release of Information:

Effective immediately, Tenurgy is authorized to access any service / equipment records, contracts, consumption, billing, and tariff or metering data they may solicit on our behalf. I understand that some information requests are available on a per fee basis and acknowledge that my initial free copy may be sent to the above-mentioned party.

This authorization is valid for a term of 36 months and expires on _____

Please provide all necessary billing and consumption history for the following account(s) to:

Tenurgy
215 W. Mitchell
Petoskey, MI 49770

Ph: 231-347-8511
Fx: 231-487-9002
info@tenurgy.com

Service Address

Account Number

If any further information is required, please contact me at _____
(Telephone Number)

(Name)

(Title)

(Signature)

(Tax Id or EIN Number)

(F-3)

**Tenurgy
Consulting Services Agreement**

This Agreement is made and executed on this ____ day of _____, 2016, by and between _____, (hereinafter "Client"), (Corporate Headquarters) and Tenurgy, LLC (hereinafter "Tenurgy"), a Michigan limited liability company, of 215 W. Mitchell, Petoskey, MI 49770.

1. **Services to be Performed.** Tenurgy is engaged in the business of auditing and analyzing utility costs and other business operating expenses, including , but not necessarily limited to, telecommunication costs, natural gas, electric, water, sewer and trash removal services ("utility costs"). Tenurgy will review and analyze Client's past billings and also monitor future billings for utility costs and other expenses and make recommendations to the Client to reduce the client's utility costs. Tenurgy agrees to identify potential savings and refunds and if applicable, make recommendations for Client to realize the identified savings/refunds. In Clients sole discretion, Tenurgy further agrees to assist with implementing any identified savings and/or refunds.

2. **Materials.** Tenurgy will furnish all the materials, equipment and supplies used to provide the services required by this Agreement.

3. **Scope of Services.** Tenurgy shall analyze the following utility and telecommunication service providers:

- | | | |
|-----------------|------------------------|-------------------|
| Electric () | Telecommunications () | Waste / Trash () |
| Natural Gas () | Water / Sewer () | Other () _____ |

Client may exclude a current utility savings initiative. The following current utility savings initiatives are excluded under this Agreement:

4. **Compensation.** In consideration for the services performed by Tenurgy, Client agrees to pay Tenurgy 50% of all activated savings, reductions, credits and/or refunds realized by client from any Utility Provider and/or service provider during the term of this agreement, except for Excluded Utilities. Savings and reductions will be based upon the difference between the per unit charge in effect for each utility at the date of execution of this agreement plus any subsequent increases or decreases to the per unit charge for the month prior to the date of invoice.

5. **Term of Agreement.** This Agreement will become effective when signed by both parties and shall continue for a period of 36 months. This Agreement may be extended or renewed by written agreement signed by both parties. All provisions of this Agreement shall apply to all services and all periods of time in which Tenurgy renders services for the Client.

6. **Terms of Payment.** Tenurgy will generate an invoice when savings/refunds are actually realized by Client. Each month for a period of thirty-six (36) months, which shall commence on the date savings are first realized by the client on each utility, Tenurgy will submit an invoice to the client indicating the savings, reductions, credits and refunds on which its 50% fee is based. The Client shall pay each invoice within 30 days of the date of invoice. In the event the Client fails to pay in a timely manner, Client shall pay any and all costs of collection, including but not limited to reasonable attorney fees and court costs.

(F-4)

7. **Confidentiality.** Tenurgy will not disclose or use, either during or after the term of this Agreement, any proprietary or confidential information of Client without Client's written permission except to the extent necessary to perform services on the Client's behalf. Proprietary or confidential information includes

- a. The written, printed, graphic or electronically recorded materials furnished by Client for Tenurgy's use;
- b. Business plans, operating procedures, trade secrets, design formulas, processes computer programs and inventories, discoveries, and improvements or any kind; and
- c. Information belonging to customers and suppliers of the Client about whom Tenurgy gained knowledge of as a result of Tenurgy's services to Client. Tenurgy shall not be restricted in using any material that is publicly available, already in possession, or known to Tenurgy without restriction, or that is rightfully obtained by Tenurgy from sources other than Client. On termination of Tenurgy's services to Client, at the Client's request, Tenurgy shall deliver all materials in possession relating to the Client's business.

8. **Applicable Law.** This Agreement will be governed by the laws of the State of Michigan. Tenurgy shall not be responsible for any actions by a utility provider or vendor or any damages incurred by Client.

9. **Notice.** Any notice which is to be provided pursuant to this agreement must be in writing and may be (i) personally delivered or (ii) transmitted via United States Postal Service, together with transmittal of an additional copy via Federal Express, United Postal Service, Airborne Express or other nationally recognized courier service. All such notices shall be forwarded to the parties at the respective locations set forth above or such other locations that may be designated in writing by either party hereto.

10. **Exclusive Agreement.** The undersigned acknowledges and represents that he/ she has the authority to bind the client and is authorized to sign this agreement on behalf of the Client. Tenurgy shall not be responsible for any actions by a utility provider or any consequential damages incurred by Client. This agreement shall be binding on the respective successors and assigns of the Client and Tenurgy, including mergers, consolidations and acquisitions.

Signatures:

CLIENT:

Dated: _____, 2016

By: _____

Its: _____

Address: _____

Phone: _____

Fax: _____

EIN: _____

Email: _____

Dated: _____, 2016

TENURGY

By: Michael J. Harrington

Its: Managing Member

~~ORIGINAL TO COUNTY~~
~~CLERK~~

(APPENDIX G-1)

LEASE

THIS AGREEMENT, made on April 33, 2013, BETWEEN **MANISTEE COUNTY**, hereafter "County," a County organized under the laws and statutes of the State of Michigan, whether one or more, of 415 Third Street, Manistee, MI 49660; AND **THE ALLIANCE FOR ECONOMIC SUCCESS**, a non-profit organization under Section 501c3 of the Internal Revenue Code, hereafter "AES."

The County desires to lease and the AES desires to rent real property located at 395 Third Street, City of Manistee, County of Manistee, Michigan for a three (3) year period commencing JUNE 1, 2013 to MAY 31, 2016.

The AES shall pay 100% of all utilities and day-to-day operational expenses of the premises. This includes but is not limited to electricity, natural gas, water and garbage collection fees. It is agreed that the County shall receive the invoices for such services, and bill AES for these costs either monthly, or quarterly, at the discretion of the County.

The County shall be responsible for building maintenance and structural repairs, and AES shall be responsible for day-to-day custodial expenses of the entire building. This includes but is not limited to vacuuming, restroom maintenance, garbage collection, cleaning glass surfaces, dusting, and carpet cleaning when necessary. AES agrees to pay 30% of the cost of all snowplowing and lawn maintenance expenses for the leased property and the adjoining property at 385 Third Street, currently occupied by District Health Department #10.

AES and the County understand that the AES is a nonprofit organization. The parties agree that during the term of this Lease, AES shall be allowed to sublease the building to another nonprofit organization. If the AES desires to sublease the property, the County shall have the right to accept or reject any proposed sublease, in its discretion. Notwithstanding this provision, the County agrees it will not unreasonably refuse such proposed sublease.

If the occupation of the premises by AES or any sublessee results in a taxable event, then the AES or its sublessee shall be solely responsible for any property or other tax liability which accrues. The County shall have the right to refuse any sublease, if it becomes apparent to the County that the sublease between AES and the sublessee will incur increased property or other tax liability.

The AES agrees that the parking area between 385 Third Street and 395 Third Street shall be shared with the occupant of 385 Third Street, currently District Health Department #10. Parking shall be allocated with 395 Third Street allowed 30%, and 385 Third Street 70% of available parking. The AES may install exterior signage at its own expense, subject to applicable City Ordinances and State law.

The AES shall reimburse the County for 100% of the cost of insuring the real property at 395 Third Street. It is specifically agreed that AES shall insure its own personal property and the contents of the building.

(G-2)

Upon termination of this lease, the parties agree that the premises shall be peaceably surrendered to the County in the same condition as when leased, reasonable wear and tear excepted.

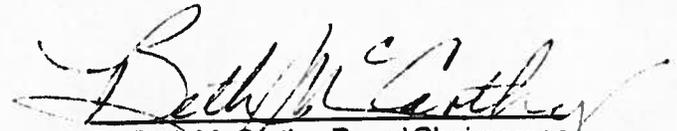
The County and AES agree that either party shall have the right to terminate this lease upon six (6) months notice, in writing, delivered at the addressees noted below.

Notwithstanding, the provisions of this lease, if AES should be unable to perform the obligations contained herein, this lease shall terminate immediately. Grounds for immediate termination include, but are not limited to, a loss of funding which makes performance under this lease impossible.

Notices under this lease shall be provided to Tom Kaminski, Manistee County Controller/Administrator, 415 Third Street, Manistee, Michigan 49660 on behalf of the County, and Kathy Adair Morin, Executive Director, Alliance for Economic Success, 395 Third Street, Manistee, Michigan, on behalf of AES.

ALLIANCE FOR ECONOMIC SUCCESS.

Dated: May, 21, 2013


By Beth McCarthy, Board Chairperson

MANISTEE COUNTY

Dated: May, 22, 2013


By Jim Krolczyk, Chairperson
Manistee County Board of Commissioners

APPENDIX H

VEHICLE BID NOTICE AND RESULTS
FOR WEDNESDAY, APRIL 20, 2016
COUNTY BOARD OF COMMISSIONERS
WAYS AND MEANS COMMITTEE MEETING

Sealed bids will be accepted in the Manistee County Controller/Administrator's Office, Courthouse, 415 Third Street, Manistee, Michigan 49660, until 4:00 P.M. on Monday, April 18, 2016 for the following former Police vehicles:

ITEM #1: 2011 Ford Crown Victoria, 4-door, Black/White, 96,650 miles, (VIN #152112), Very good condition

- 1.) Robert H. Miehke = \$3,156.56
- 2.) Roger Piechowiak = \$3,100.00
- 3.) Welcome Motors = \$2,666.00
- 4.) Chicago Motors, Inc. = \$2,307.00 (No required bid deposit)

ITEM #2: 2005 Ford Explorer (4x4), 4-door XLS, White, 169,778 miles, (VIN #UA28801), Fair Condition

- 1.) Robert H. Miehke = \$2,156.56
- 2.) Chicago Motors, Inc. = \$757.00 (No required bid deposit)
- 3.) Walter Fugere = \$400.00

All vehicles will be sold "AS IS". The vehicles may be inspected at the Manistee County Sheriff's Office. Vehicle photographs are available on the County website at www.manisteecountymi.gov. Appointments to view the vehicles may be scheduled by calling the Sheriff's Office at (231) 723-8393, between 8 a.m. and 4 p.m.. All bids must include a certified check or money order totaling 20% of the total bid amount. This deposit is refundable to all unsuccessful bidders. If the transaction is not finalized with the successful bidder, the 20% deposit will be forfeited by the bidding party. All bid envelopes should be plainly marked "Vehicle Bid - Item # ___" and marked with the item number of the vehicle on which a bid is being placed. All bids will be considered by the Board of Commissioners on Tuesday, April 26, 2016. Manistee County reserves the right to reject any or all bids without cause. Bids which do not comply with all criteria set forth in the invitation to bid will be subject to disqualification.

TOTAL OF TWO HIGH BIDS = \$5,313.12

All sealed bids were opened and reviewed by the County Controller's office at 4:20 P.M. on Monday, April 18, 2016.

(APPENDIX I-1)



EQUALIZATION DEPARTMENT

Manistee County Courthouse

415 Third Street • Manistee, Michigan 49660-1606 • 231-723-5957

Date: 4/20/16

To: Ways & Means Committee

From: Roger Elbers, Equalization Director

Re: 2016 Equalization Report & L-4037 forms

This correspondence is in regard to the 2016 Equalization Report and L-4037 forms.

The 2016 Equalization Report which I will present today contains a resolution to be adopted by the Manistee County Board of Commissioners. After the report is presented, I am looking for a recommendation to adopt the 2016 County Equalization Report as submitted with the accompanying statements and to authorize the Chairperson of the County Board of Commissioners and the Clerk of the County Board of Commissioners to sign the L-4024 forms.

The second item is the L-4037 forms. I have prepared an Ad Valorem Certificate to accompany the Ad Valorem Assessment Roll for each Township and the City of Manistee as well as a separate Special Acts Certificate to accompany the Special Acts Assessment Roll for those units in the county that have Special Acts. The L-4037 is required to be signed by the Chairperson of the County Board of Commissioners and the Clerk of the County Board of Commissioners. I am requesting a recommendation to accept the L-4037 forms as prepared and to authorize the Chairperson of the County Board of Commissioners and the Clerk of the County Board of Commissioners to sign the L-4037 forms.

(I-2)

2016



MANISTEE COUNTY EQUALIZATION REPORT

Roger Elbers, Equalization Director
Heather Vasquez, Appraiser/Asst to Equalization Director
Lisa Senters, Appraiser
Lynn Jensen, Property Description Specialist/GIS Tech
Jennifer Kirchinger, Description Analyst



EQUALIZATION DEPARTMENT

Manistee County Courthouse

415 Third Street • Manistee, Michigan 49660-1606 • 231-723-5957

(I-3)

TO: Manistee County Board of Commissioners

FROM: Roger Elbers, Equalization Director

DATE: April 20, 2016

RE: 2016 Manistee County Equalization Report

The 2016 Equalization Report has been completed. Pursuant to Michigan Compiled Laws Section 211.34 the County Board of Commissioners shall meet in April each year to determine County Equalized Value.

Our office has examined the assessment rolls of the townships and the city in Manistee County and determined whether the real and personal property has been equally and uniformly assessed at true cash value. All townships and the city are assessed at 50% of true cash value as prescribed by law.

Manistee County has 349,969.61 acres that is divided by 24,406 real property descriptions for 2016.

The County Equalized Value for 2016 is \$1,360,360,020 which represents a decrease of .31%. The amount of loss from last year is \$4,193,572. Equalized Value is based on Market Value.

Since Proposal A went into effect in 1994 property taxes are paid on Taxable Value. This year's Taxable Value is calculated with a formula using the State Tax Commission published inflation rate of .3% and including any new construction. A property's State Equalized Value can also become the Taxable Value. After a transfer or sale takes place the value becomes uncapped and the following year the current State Equalized Value becomes the Taxable Value for that year. The succeeding years the Taxable Value will increase only by that year's published rate of inflation plus any new construction or until the property is once again transferred.

The 2016 County Taxable Value is \$1,089,819,884 which represents a decrease of 2.25%. The amount of loss from last year is \$25,062,749.

(I-4)

2016
EQUALIZATION REPORT
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(I-5)

Manistee County Board of Commissioners

District 1
Ken Hilliard

District 2
Richard Schmidt

District 3
Brook Shafer

District 4
Mark Bergstrom

District 5
Jeff Dontz

District 6
Karen Goodman

District 7
Alan Marshall

Department of Equalization

Roger Elbers, Equalization Director

Heather Vasquez, Appraiser/Asst to Equalization Director

Lisa Senters, Appraiser

Lynn Jensen, Property Description Specialist/GIS Technician

Jennifer Kirchinger, Description Analyst

(I-6)

Manistee County Supervisors, Village Presidents and Assessors

<u>Local Unit</u>	<u>Supervisor</u>	<u>Assessor</u>
Arcadia	Doug Carter	David Meister
Bear Lake	Vern Best	Ginny Martz
Brown	Paul Adamski	Connie Anderson
Cleon	Jeff Stanton	Lee Wilson
Dickson	Sharon Buning	David Meister
Filer	Terry Walker	Molly Whetstone
Manistee	Dennis Bjorkquist	Connie Anderson
Maple Grove	H. Wayne Beldo	H. Wayne Beldo
Marilla	Neil Crawford	Jeannie Hall
Norman	Kevin Schuessler	David Meister
Onkama	Dave Meister	Ginny Martz
Pleasanton	Carol Merrill	Carol Merrill
Springdale	Brian Moore	Roger Elbers
Stronach	Phil Vadeboncoeur	Stan Armstrong
City of Manistee	Thad Taylor	Molly Whetstone

	<u>President</u>	<u>Assessor</u>
Village of Bear Lake	Jeff Bair	Ginny Martz
Village of Copemish	Ron Bytwerk	Lee Wilson
Village of Eastlake	James Clements	Connie Anderson
Village of Kaleva	Dan Holtz	H. Wayne Beldo
Village of Onkama	Roger Burger	Ginny Martz

Personal and Real Property - TOTALS

L-4024

Manistee County

Statement of acreage and valuation in the year 2016 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Township or City	Number of Acres Assessed (Col. 1) Acres Hundredths	Total Real Property Valuations		Personal Property Valuations		Total Real Plus Personal Property	
		Assessed Valuations (Col. 2)	Equalized Valuations (Col. 3)	Assessed Valuations (Col. 4)	Equalized Valuations (Col. 5)	Assessed Valuations (Col. 6)	Equalized Valuations (Col. 7)
Arcadia	11,980.24	112,426,800	112,426,800	2,271,700	2,271,700	114,698,500	114,698,500
Bear Lake	22,131.60	83,787,560	83,787,560	7,491,100	7,491,100	91,278,660	91,278,660
Brown	22,748.66	28,860,900	28,860,900	2,682,500	2,682,500	32,553,400	32,553,400
Cleon	23,221.14	32,166,000	32,166,000	4,399,600	4,399,600	36,565,600	36,565,600
Dickson	45,429.88	38,226,260	38,226,260	5,761,800	5,761,800	43,988,060	43,988,060
Filer	9,797.89	180,598,900	180,598,900	19,386,600	19,386,600	179,985,500	179,985,500
Manistee	28,582.39	151,641,100	151,641,100	14,269,800	14,269,800	165,910,900	165,910,900
Maple Grove	23,266.28	38,682,700	38,682,700	2,842,300	2,842,300	41,535,000	41,535,000
Manila	23,116.43	19,048,100	19,048,100	1,988,400	1,988,400	21,036,500	21,036,500
Norman	45,908.60	56,844,250	56,844,250	6,049,900	6,049,900	62,893,150	62,893,150
Onokama	11,120.45	202,408,500	202,408,500	2,230,500	2,230,500	204,639,000	204,639,000
Pleasanton	21,864.51	60,501,600	60,501,600	2,884,600	2,884,600	63,386,200	63,386,200
Springdale	23,141.21	42,483,600	42,483,600	2,307,750	2,307,750	44,791,350	44,791,350
Stromach	35,509.08	42,906,700	42,906,700	6,848,100	6,848,100	49,754,800	49,754,800
Manistee	2,151.25	196,358,200	196,358,200	10,985,200	10,985,200	207,343,400	207,343,400
Totals for County	349,969.61	1,267,951,170	1,267,951,170	92,408,850	92,408,850	1,360,360,020	1,360,360,020

OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF MANISTEE COUNTY

WE HEREBY CERTIFY that the foregoing is a true statement of the number of acres of land, the value of the real property and of the personal property, the aggregate valuation of the real property and personal property, the equalized and assessed valuations of real property classifications in each township and city in said county as equalized by the Board of Commissioners in April of the reporting year, at a meeting of said board held in pursuant to the provisions of sections 209.1 - 209.8, MCL. I further certify that said statement does not embrace any property taxed under P.A. 77 of 1951; P.A. 68 of 1963; P.A. 198 of 1974; P.A. 225 of 1978; P.A. 385 of 1984; P.A. 224 of 1985; P.A. 147 of 1992 or Section 5 of Article IX of the Constitution of the State.

Dated _____, 20__

Equalization Director

Clerk of the Board of Commissioners

Chairperson of Board of Commissioners

(I-7)

Equalized Valuations - REAL

L-4024

Manistee County

Statement of acreage and valuation in the year 2016 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Township or City	Real Property Equalized by County Board of Commissioners							(Col. 7) Total Real Property
	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7) Total Real Property	
Arcadia	2,744,300	5,011,500	0	104,671,000	0	0	112,426,800	
Bear Lake	6,442,600	6,744,000	401,600	70,189,360	0	0	83,787,560	
Brown	3,100,400	487,800	317,500	25,945,200	0	0	29,860,900	
Cleon	3,745,600	1,439,600	951,000	26,029,800	0	0	32,166,000	
Dickson	2,074,800	954,400	4,843,800	30,353,260	0	0	38,226,260	
Filer	0	16,788,700	33,712,300	110,087,900	0	0	160,598,900	
Manistee	3,867,200	19,369,200	1,301,800	127,102,900	0	0	151,641,100	
Maple Grove	1,227,100	1,603,800	541,800	35,320,000	0	0	38,692,700	
Marilla	4,703,000	0	230,100	14,115,000	0	0	19,048,100	
Norman	902,900	3,976,400	122,800	51,842,150	0	0	56,844,250	
Onetama	3,740,900	5,164,000	139,400	193,364,200	0	0	202,408,500	
Pleasanton	5,472,300	2,268,900	0	52,760,400	0	0	60,501,600	
Springdale	466,600	535,900	0	41,289,400	181,700	0	42,483,600	
Stronach	0	623,300	7,628,800	34,654,800	0	0	42,906,700	
Manistee	0	37,615,800	4,446,700	154,295,700	0	0	196,358,200	
Total for County	38,487,700	102,593,300	54,637,600	1,072,050,870	181,700	0	1,267,951,170	

OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF MANISTEE COUNTY

WE HEREBY CERTIFY that the foregoing is a true statement of the number of acres of land, the value of the real property and of the personal property, the aggregate valuation of the real property and personal property, the equalized and assessed valuations of real property classifications in each township and city in said county as equalized by the Board of Commissioners in April of the reporting year, at a meeting of said board held in pursuant to the provisions of sections 209.1 - 209.8, MCL. I further certify that said statement does not embrace any property taxed under P.A. 77 of 1951; P.A. 68 of 1963; P.A. 198 of 1974; P.A. 225 of 1978; P.A. 385 of 1984; P.A. 224 of 1985; P.A. 147 of 1992 or Section 5 of Article IX of the Constitution of the State.

Dated _____, 20__

Equalization Director

Clerk of the Board of Commissioners

Chairperson of Board of Commissioners

(H. J.)

Assessed Valuations - REAL

L-4024

Manistee County

Statement of acreage and valuation in the year 2016 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Township or City	Real Property Assessed Valuations Approved by Boards of Review							(Col. 7) Total Real Property
	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7) Total Real Property	
Arcadia	2,744,300	5,011,500	0	104,671,000	0	0	112,426,800	
Bear Lake	6,442,600	6,744,000	401,600	70,199,360	0	0	83,787,560	
Brown	3,100,400	497,800	317,500	25,945,200	0	0	29,860,900	
Cleon	3,745,600	1,439,600	951,000	26,029,800	0	0	32,166,000	
Dickson	2,074,800	954,400	4,843,800	30,353,260	0	0	38,226,260	
Filer	0	16,788,700	33,712,300	110,097,900	0	0	160,598,900	
Manistee	3,667,200	19,369,200	1,301,800	127,102,900	0	0	151,641,100	
Maple Grove	1,227,100	1,603,800	541,800	35,320,000	0	0	38,692,700	
Marilla	4,703,000	0	230,100	14,115,000	0	0	19,048,100	
Norman	902,900	3,976,400	122,800	51,842,150	0	0	56,844,250	
Onkama	3,740,900	5,164,000	139,400	193,364,200	0	0	202,408,500	
Pleasanton	5,472,300	2,268,900	0	52,760,400	0	0	60,501,600	
Springdale	466,600	535,900	0	41,299,400	181,700	0	42,483,600	
Stronach	0	623,300	7,628,800	34,654,600	0	0	42,906,700	
Manistee	0	37,615,800	4,446,700	154,295,700	0	0	196,358,200	
Total for County	38,487,700	102,593,300	54,637,600	1,072,050,870	181,700	0	1,267,951,170	

OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF MANISTEE COUNTY

WE HEREBY CERTIFY that the foregoing is a true statement of the number of acres of land, the value of the real property and of the personal property, the aggregate valuation of the real property and personal property, the equalized and assessed valuations of real property classifications in each township and city in said county as equalized by the Board of Commissioners in April of the reporting year, at a meeting of said board held in pursuant to the provisions of sections 209.1 - 209.8, MCL. I further certify that said statement does not embrace any property taxed under P.A. 77 of 1951; P.A. 68 of 1963; P.A. 198 of 1974; P.A. 225 of 1978; P.A. 385 of 1984; P.A. 224 of 1985, P.A. 147 of 1992 or Section 5 of Article IX of the Constitution of the State.

Dated _____, 20____

Equalization Director

Clerk of the Board of Commissioners

Chairperson of Board of Commissioners

(I-9)

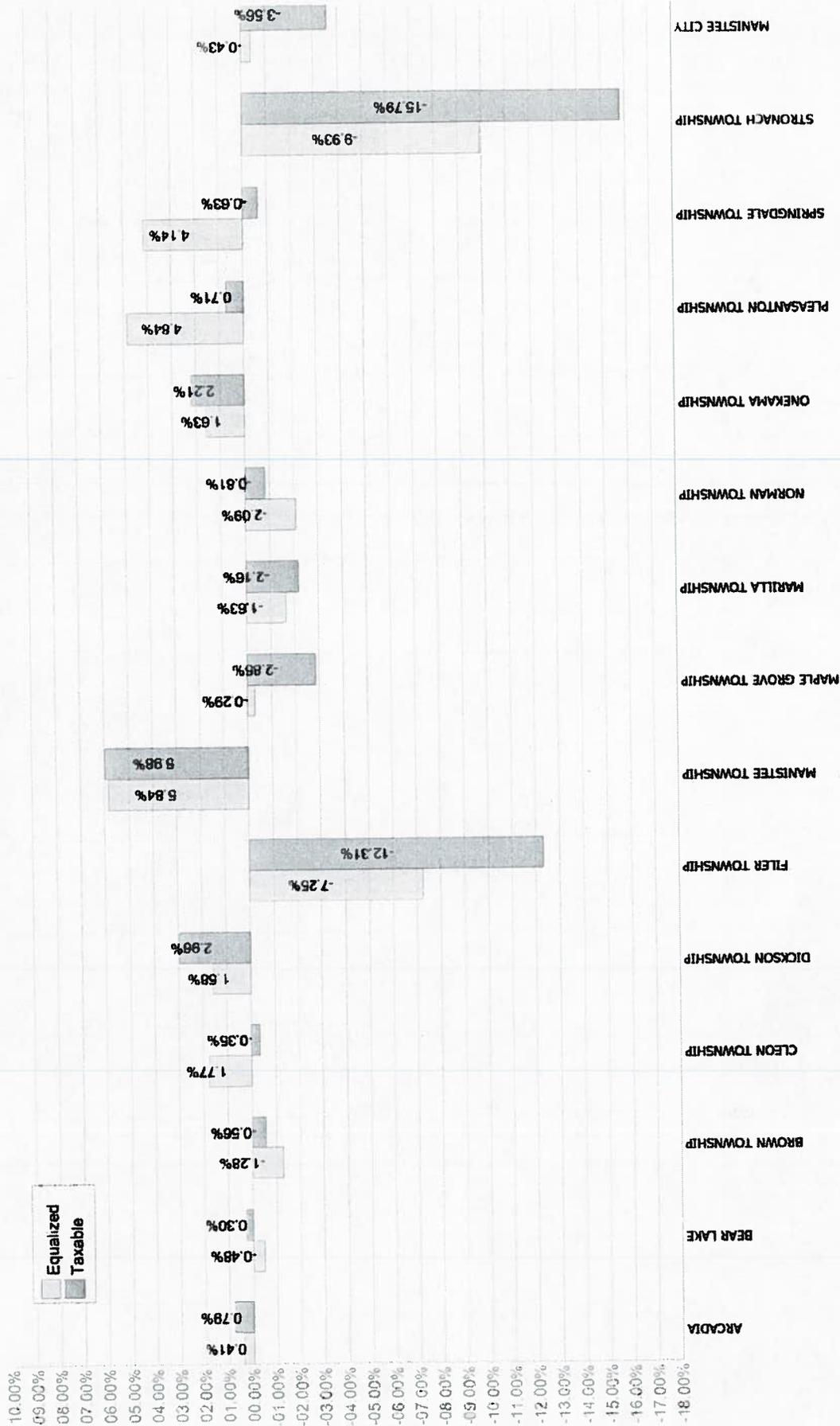
MANISTEE COUNTY
Percent Change - 2015 to 2016
 Includes New, Loss and Adjustment
 By Local Unit

Unit	2015 Equalized Value	2016 Equalized Value	C.E.V. % Change	2015 Taxable Value	2016 Taxable Value	Taxable % Change
TOWNSHIPS						
ARCADIA	114,225,700	114,698,500	0.41%	67,982,686	68,518,120	0.79%
BEAR LAKE	91,722,550	91,278,660	-0.48%	74,990,369	75,217,277	0.30%
BROWN TOWNSHIP	32,975,700	32,553,400	-1.28%	26,291,237	26,142,832	-0.56%
CLEON TOWNSHIP	35,830,000	36,565,800	1.77%	30,230,880	30,125,288	-0.35%
DICKSON TOWNSHIP	43,301,900	43,988,060	1.58%	37,449,168	38,558,478	2.96%
FILER TOWNSHIP	194,060,900	179,985,500	-7.25%	172,117,019	150,927,174	-12.31%
MANISTEE TOWNSHIP	166,751,000	165,910,900	-0.49%	123,539,700	130,923,549	5.98%
MAPLE GROVE TOWNSHIP	41,654,600	41,535,000	-0.29%	32,723,088	31,790,506	-2.85%
MARILLA TOWNSHIP	21,385,042	21,036,500	-1.63%	16,664,322	16,303,596	-2.16%
NORMAN TOWNSHIP	64,238,000	62,893,150	-2.09%	56,820,722	56,362,300	-0.81%
ONEKAMA TOWNSHIP	201,368,500	204,639,000	1.63%	149,750,658	153,066,962	2.21%
PLEASANTON TOWNSHIP	60,460,400	63,386,200	4.84%	48,248,925	48,592,537	0.71%
SPRINGDALE TOWNSHIP	43,010,500	44,791,350	4.14%	35,947,850	35,719,874	-0.63%
STRONACH TOWNSHIP	55,241,800	49,754,800	-9.93%	48,523,879	40,864,344	-15.79%
CITIES						
MANISTEE CITY	208,229,000	207,343,400	-0.43%	193,602,172	186,707,047	-3.56%
VILLAGES						
VILLAGE OF BEAR LAKE	7,216,900	7,136,200	-1.13%	6,086,617	6,123,565	0.61%
VILLAGE OF COPEMISH	4,439,800	4,184,500	-5.75%	3,867,323	3,517,585	-9.04%
VILLAGE OF EASTLAKE	9,648,300	9,669,000	0.21%	8,844,386	8,808,757	-0.40%
VILLAGE OF KALEVA	7,246,600	7,400,600	2.13%	6,728,505	6,747,079	0.28%
VILLAGE OF ONEKAMA	22,436,800	22,453,500	0.07%	18,298,679	18,443,230	0.79%

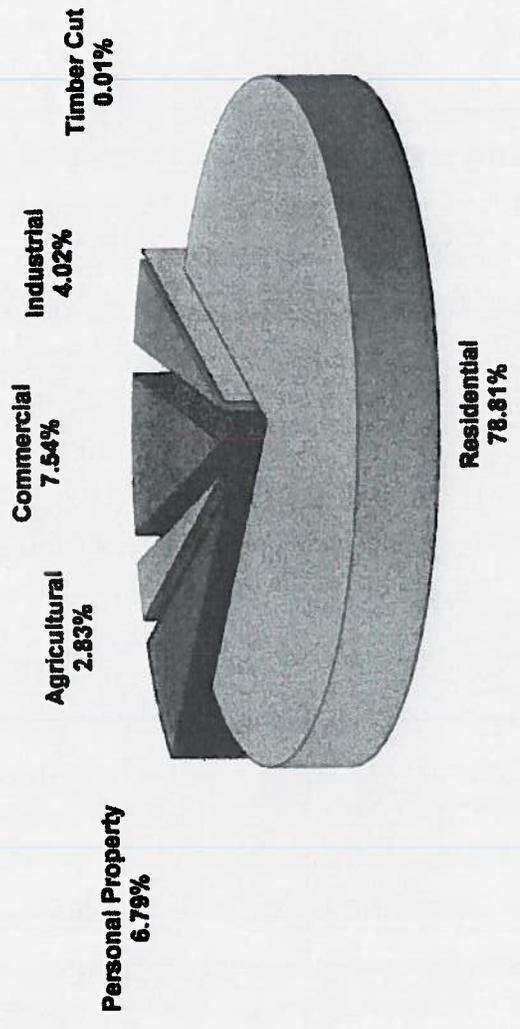
(I-10)

(I-11)

Arranged by Local Unit Equalized Value Change



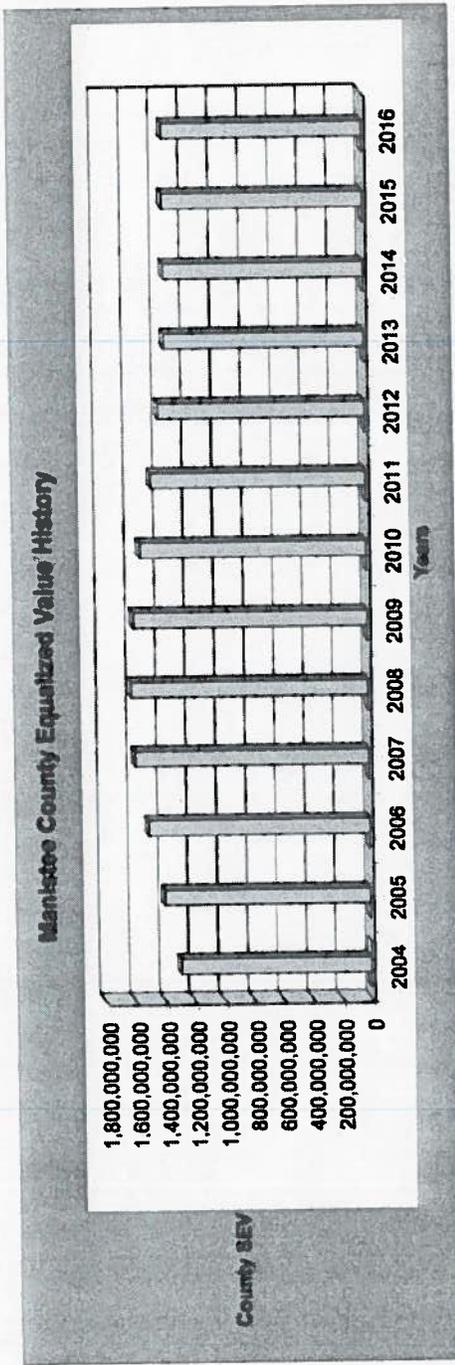
2016 Total Equalized Value - \$1,360,360,020



(I-13)

MANISTEE COUNTY
EQUALIZED VALUE HISTORY

TOWNSHIPS	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
ARCADIA	85,667,300	96,118,100	117,235,800	122,205,100	121,002,800	121,002,800	123,317,300	114,966,800	115,809,400	109,833,600	114,832,700	114,225,700	114,688,500
BEAR LAKE	91,487,993	99,701,715	103,213,700	106,717,450	111,100,305	111,780,040	108,195,100	97,828,640	85,585,600	83,815,750	91,548,000	91,722,550	91,278,660
BROWN	37,617,800	38,718,200	38,893,100	41,616,100	42,087,200	42,231,600	38,625,400	36,644,200	32,829,560	30,823,500	31,882,600	32,976,700	32,553,400
CLEON	33,470,600	38,764,950	42,861,400	43,114,000	42,068,423	42,068,423	38,913,000	38,109,800	36,298,800	34,800,100	36,281,000	35,930,000	36,565,600
DICKSON	44,053,816	51,471,080	55,171,180	58,092,676	57,048,720	54,596,840	49,601,560	45,440,800	45,065,800	43,981,100	44,082,400	43,301,900	43,988,060
FILER	178,921,400	189,383,300	203,458,200	208,968,400	212,114,000	208,403,388	204,550,800	202,876,200	187,812,500	195,030,700	197,504,300	194,060,900	179,985,500
MANISTEE	148,408,480	159,738,850	170,275,470	188,453,400	188,318,000	188,318,000	183,833,100	178,341,500	167,840,400	156,720,500	156,321,000	156,751,000	169,109,000
MAPLE GROVE	48,282,700	48,883,170	53,388,600	56,508,500	56,808,200	54,585,900	55,784,100	52,531,300	47,588,902	46,344,800	42,001,000	41,854,800	41,535,000
MARILLA	23,283,300	23,283,300	24,313,985	26,848,400	27,085,500	27,289,800	26,701,100	25,482,200	23,256,500	21,164,100	21,852,600	21,385,042	21,036,500
NORMAN	67,982,400	73,862,800	76,730,800	77,143,800	77,143,800	75,020,800	68,447,600	66,566,800	65,236,400	62,888,600	64,773,400	64,238,000	62,893,150
ONEKAMA	170,854,580	184,456,280	197,935,557	211,163,390	221,621,675	222,176,750	213,738,500	204,988,760	201,118,050	196,547,600	197,421,900	201,386,500	204,638,000
PLEASANTON	58,184,050	65,894,560	72,583,000	80,176,100	82,088,800	81,988,800	75,678,800	69,584,400	61,735,300	60,321,500	69,951,800	64,480,400	63,982,200
SPRINGDALE	43,419,800	54,166,250	54,639,600	56,169,800	56,991,800	57,010,000	52,918,800	47,161,300	42,651,300	44,123,500	43,838,600	43,010,500	44,781,500
STRONACH	60,361,600	50,552,600	53,707,900	54,966,100	57,988,600	57,806,200	55,889,300	53,810,919	55,288,700	54,166,800	54,282,700	55,241,800	49,754,800
CITY	217,777,056	229,542,700	242,067,200	254,905,300	257,384,000	248,538,700	245,381,700	228,785,500	217,101,200	208,596,400	205,231,000	208,228,000	207,343,400
TOTAL	1,282,646,586	1,388,717,405	1,504,428,342	1,588,625,615	1,612,189,200	1,560,623,641	1,539,866,160	1,481,708,908	1,404,764,132	1,369,317,250	1,359,424,800	1,364,553,582	1,360,380,020



(I-14)

Introduced by the Finance Committee of the:

MANISTEE COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT THE 2016 COUNTY EQUALIZATION REPORT AS
SUBMITTED WITH THE
ACCOMPANYING STATEMENTS**

WHEREAS The Equalization Department has examined the assessment rolls of the 14 townships and one city within Manistee County to ascertain whether the real and personal property in the respective townships and cities has been equally and uniformly assessed at true cash value; and

WHEREAS, based on its studies, the Equalization Department has presented to the Equalization Sub-Committee the 2016 Equalization data that equalizes the townships' and cities' valuations, by adding to or deducting from the valuations of the said taxable property in the 14 townships and one city, an amount which represents the true cash value; and

WHEREAS, the attached report is the result of the foregoing process.

THEREFORE BE IT RESOLVED, by the Board of Commissioners of the County of Manistee, that the accompanying statements be, and the same hereby are, approved and adopted by the Board of Commissioners of the County of Manistee as the equalized value of all taxable property, both real and personal, for each of the 14 townships and one city in said County for real property values equalized at \$1,267,951,170 and personal property values equalized at \$92,408,850 for a total equalized value of real and personal property at \$1,360,360,020 pursuant to Section 211.34 M.C.L., 1948, as amended.

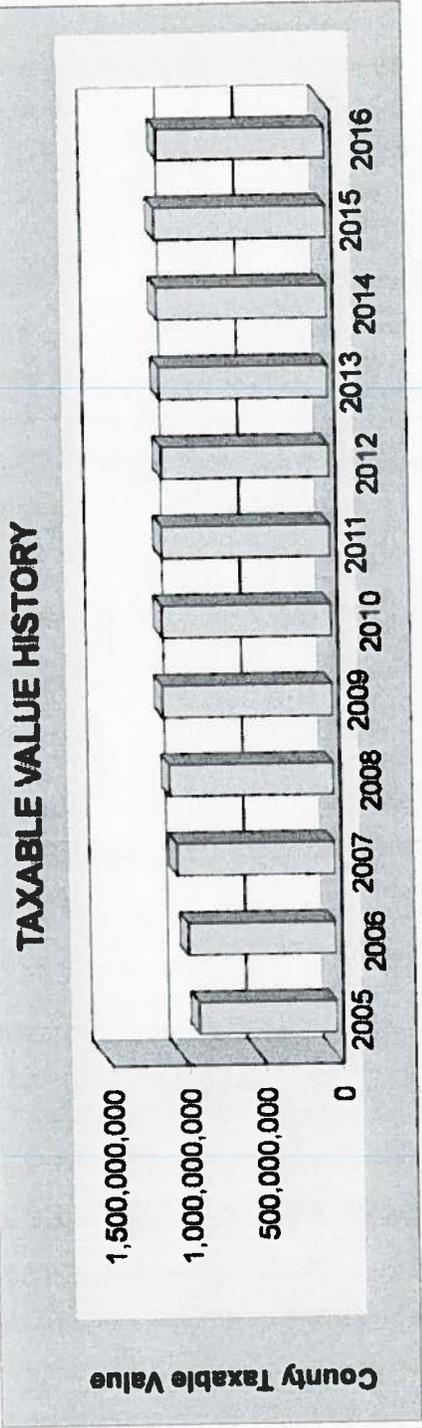
(I-15)

MANISTEE COUNTY EQUALIZATION
2016 VALUE REPORT

TOWNSHIP	ASSESSED VALUE	EQUALIZED VALUE	TAXABLE VALUE
ARCADIA	114,698,500	114,698,500	68,518,120
BEAR LAKE	91,278,660	91,278,660	75,217,277
BROWN	32,553,400	32,553,400	26,142,832
CLEON	36,565,600	36,565,600	30,125,288
DICKSON	43,988,060	43,988,060	38,558,478
FILER	179,985,500	179,985,500	150,927,174
MANISTEE	165,910,900	165,910,900	130,923,549
MAPLE GROVE	41,535,000	41,535,000	31,790,506
MARILLA	21,036,500	21,036,500	16,303,596
NORMAN	62,893,150	62,893,150	56,362,300
ONEKAMA	204,639,000	204,639,000	153,066,962
PLEASANTON	63,386,200	63,386,200	48,592,537
SPRINGDALE	44,791,350	44,791,350	35,719,874
STRONACH CITY	49,754,800 207,343,400	49,754,800 207,343,400	40,864,344 186,707,047
COUNTY TOTAL	1,360,360,020	1,360,360,020	1,089,819,884

**MANISTEE COUNTY
TAXABLE VALUE HISTORY**

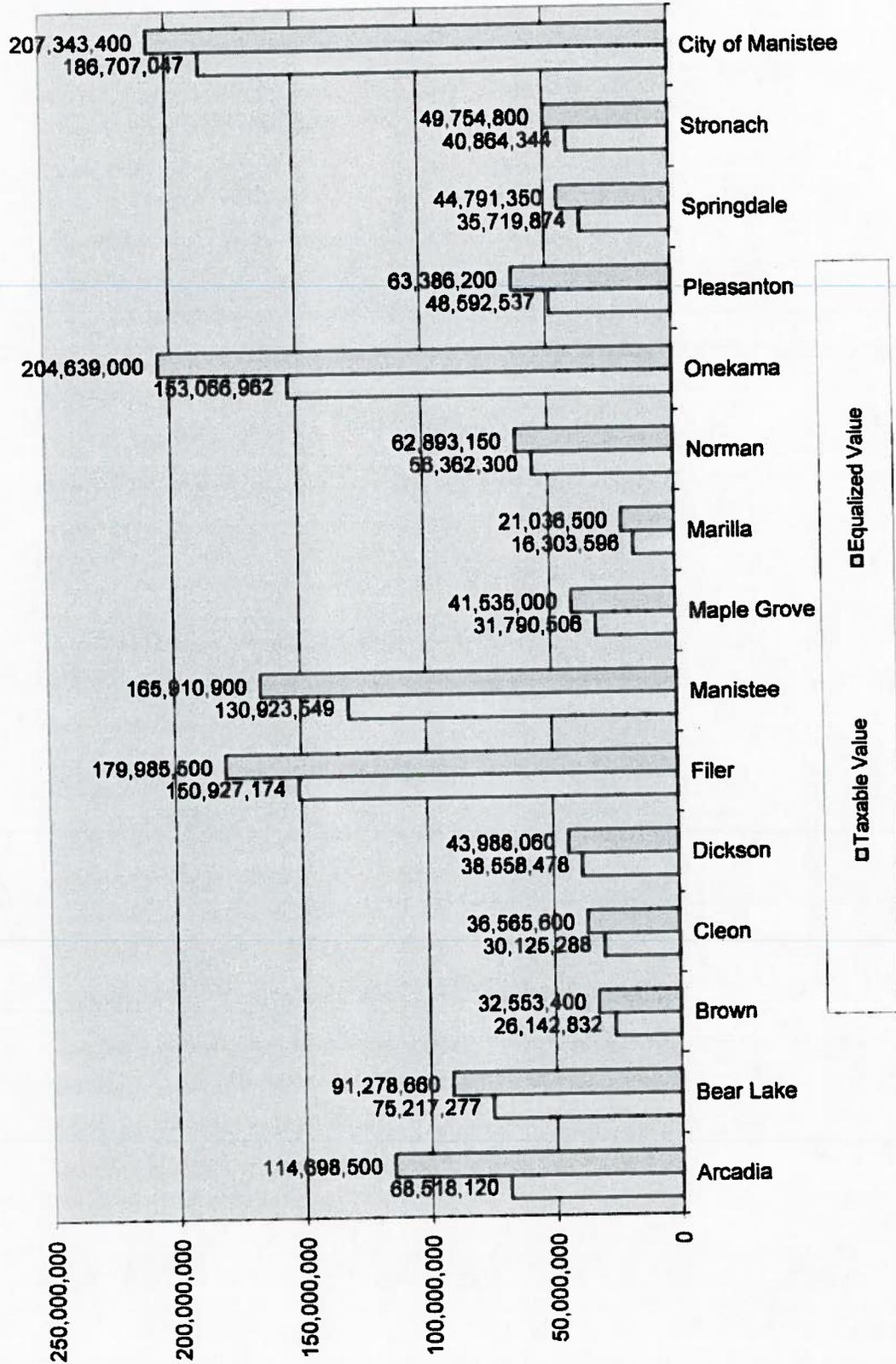
TOWNSHIP	2005	2006	2007	2008	2008	2009	2010	2011	2012	2013	2014	2015	2016
ARCADIA	49,506,686	52,442,368	56,529,842	59,049,689	62,063,663	63,336,279	64,436,116	65,813,037	66,179,625	64,202,761	66,179,625	67,982,686	68,518,120
BEAR LAKE	59,987,238	64,006,331	67,727,674	71,789,680	76,282,081	75,021,814	73,748,071	74,200,788	74,961,265	75,898,360	74,961,265	74,960,369	75,217,277
BROWN	23,239,561	24,368,693	25,338,066	26,329,429	27,246,826	26,603,630	26,416,135	25,390,216	25,049,804	25,049,804	25,844,103	26,291,237	26,142,832
CLEON	24,307,055	26,459,652	27,884,013	28,786,650	29,546,560	29,217,651	28,482,788	28,828,168	28,255,656	28,255,656	29,389,560	30,230,860	30,125,288
DICKSON	31,239,591	33,289,662	36,026,924	36,620,312	37,727,815	37,094,696	36,210,011	36,984,480	38,978,302	38,978,302	37,480,431	37,448,168	38,596,478
FILER	138,002,098	147,714,227	157,140,478	161,567,678	162,344,167	164,580,316	166,461,408	165,248,187	168,161,440	168,161,440	176,363,089	172,117,019	150,927,174
MANISTEE	98,885,241	107,230,959	117,101,998	121,367,037	123,453,511	123,410,443	122,736,176	121,698,155	120,844,948	120,844,948	119,804,670	123,539,700	130,923,549
MAPLE GROVE	29,431,310	31,307,409	32,769,662	33,436,719	34,586,300	34,378,770	34,118,202	33,406,441	33,917,969	33,917,969	32,424,558	32,723,068	31,790,506
MARILLA	12,427,000	13,386,380	14,393,163	15,117,901	16,153,444	16,397,311	16,809,084	16,617,810	16,045,485	16,045,485	16,771,404	16,684,322	16,303,596
NORMAN	43,761,811	47,619,098	50,894,630	53,065,900	54,940,153	53,147,905	53,437,946	54,118,814	54,386,948	54,386,948	56,709,682	58,820,722	56,362,300
ONEKAMA	106,393,625	115,389,833	125,244,987	131,759,424	140,024,176	139,742,392	139,456,315	142,293,062	143,486,151	143,486,151	146,241,494	149,750,668	153,066,962
PLEASANTON	34,778,438	37,440,869	41,818,884	44,334,513	46,772,603	47,572,415	48,034,367	48,746,396	47,061,940	47,061,940	47,989,679	48,248,825	48,592,537
SPRINGDALE	28,331,778	31,780,998	34,049,817	35,755,394	37,213,598	36,668,213	35,526,283	34,432,775	36,344,875	36,344,875	36,491,674	35,947,850	35,719,674
STRONACH	35,920,949	39,097,071	41,220,703	42,060,309	44,184,207	44,799,628	44,719,155	45,901,996	47,061,996	47,061,996	46,881,370	48,523,879	40,884,344
CITY	181,139,334	189,639,514	198,268,541	206,309,448	212,436,939	208,412,585	204,113,394	198,380,202	194,786,427	194,786,427	192,050,904	193,602,172	186,707,047
TOTAL	897,352,727	961,141,363	1,027,592,080	1,067,328,084	1,104,958,012	1,100,322,048	1,094,697,430	1,080,060,428	1,094,402,358	1,094,402,358	1,105,413,508	1,114,882,633	1,089,819,884



(I-16)

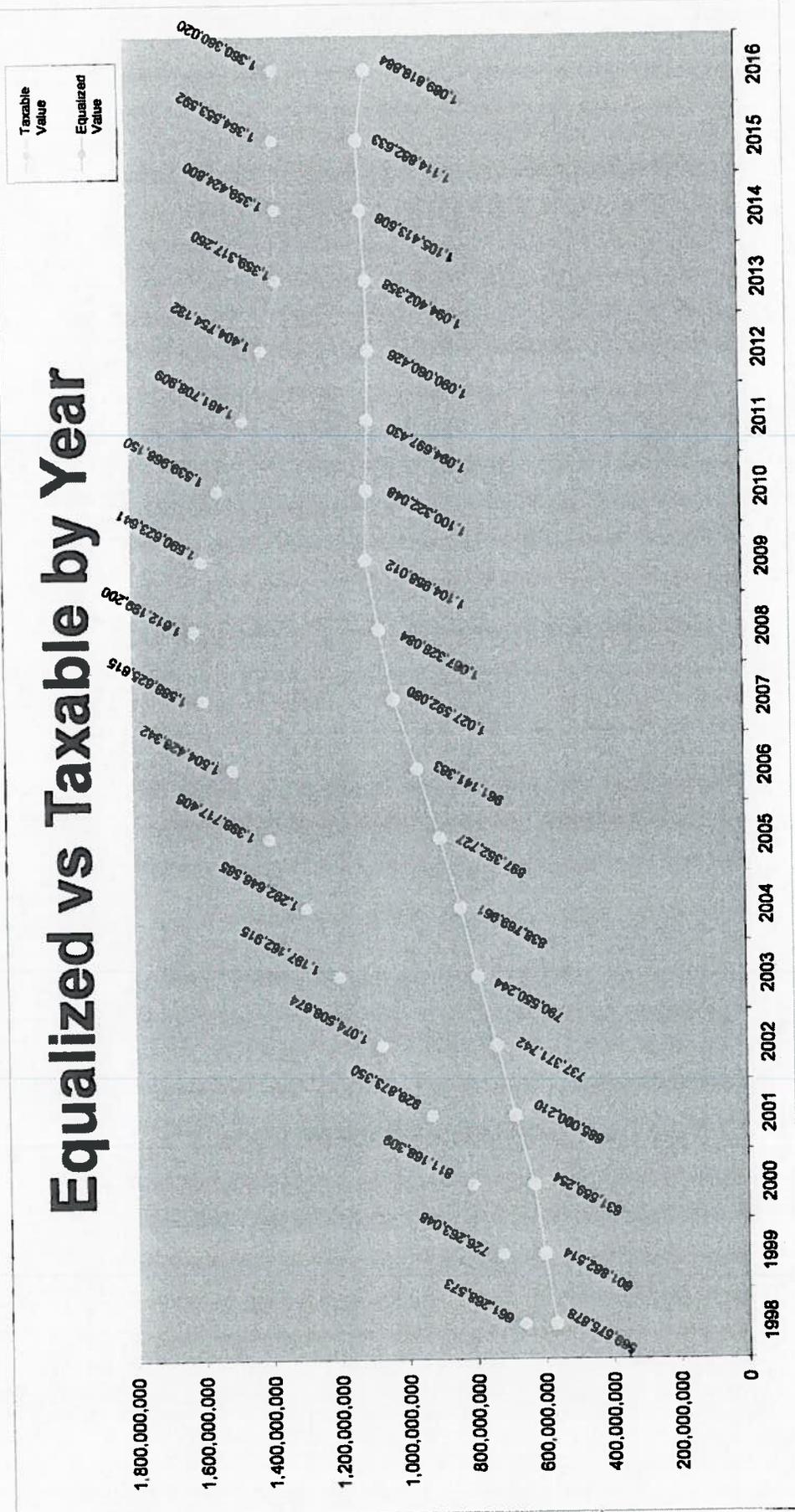
(I-17)

Equalized vs. Taxable Value for the Year 2016



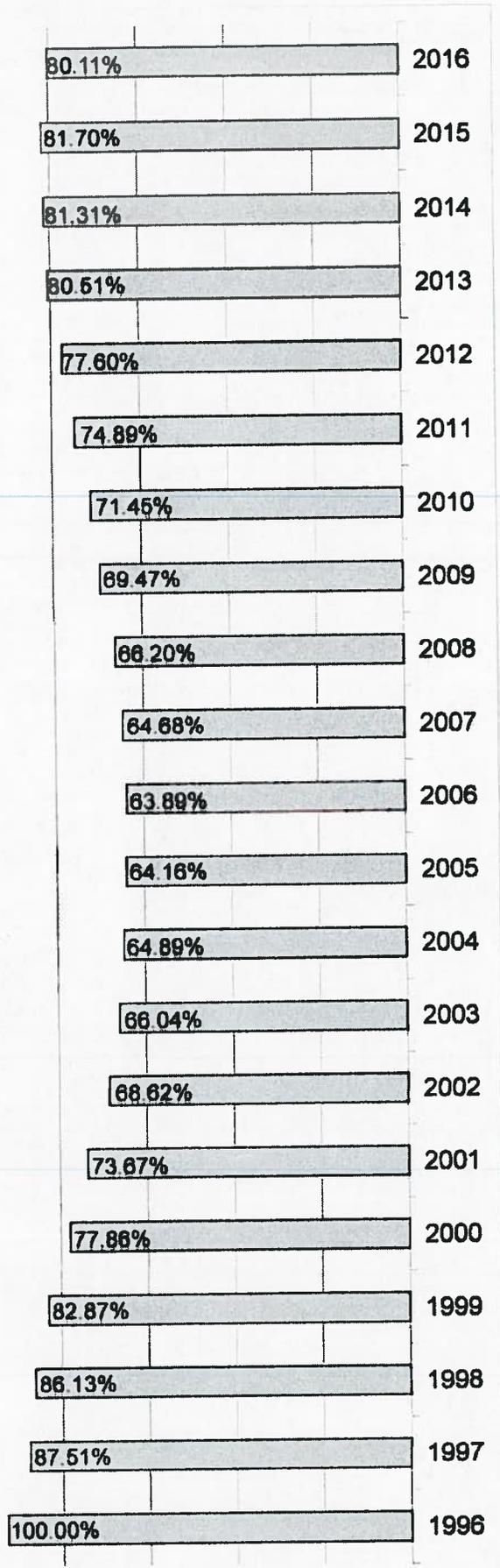
(I-18)

Equalized vs Taxable by Year



(I-19)

County Taxable Value % of Equalized Value Comparison



(I-20)

MANISTEE COUNTY
2016 Industrial Facilities Tax Roll
(Act 198 of 1974)

Township	New Facilities Taxable Value		No	Total	SD
	Real	Personal			
Filer	1,100,000	3,912,700	2	5,012,700	51070
Cleon	152,600	143,000	3	295,600	10015
Stronach	1,179,000	3,731,300	10	4,910,300	51070
City of Manistee		57,800	1	57,800	51070
Totals	2,431,600	7,844,800	16	10,276,400	

2016
Renaissance Zone Parcels
(Act 376 of 1996)

Township	No	Taxable Value	SD
City of Manistee	6	4,344,900	51070
Totals	6	4,344,900	

2016
DNR PILT PARCELS
(Act 513 of 2004)

Township	No	Taxable Value	SD
Cleon	8	34,669	10015
Cleon	1	1,853	83070
Vill of Copemish	3	10,599	10015
Dickson	1	116,125	51045
Filer	1	30,380	51070
Manistee	20	1,017,881	51070
Manistee	2	139,509	51060
Vill Eastlake	3	101,013	51070
Maple Grove	8	81,706	51045
Pleasanton	2	53,426	51020
Pleasanton	1	18,738	51045
Springdale	19	738,072	10015
Springdale	6	560,717	51045
Stronach	2	84,557	51070
Stronach	1	5,147	51045
Totals	78	2,994,392	

(I-21)

**MANISTEE COUNTY 2016
Commercial Forest Reserve**

Township	School District	Number of Parcels	Acres
Arcadia	Onekama	1	80
Bear Lake	Bear Lake	4	248
Brown	KND	3	140
Cleon	Mesick	2	80
Maple Grove	KND	2	78
Marilla	KND	1	40
Marilla	Mesick	6	276
Norman	KND	3	200
Pleasanton	Bear Lake	1	48.59
Stronach	Mason Co Eastern	2	256.90
Stronach	KND	1	40.21
Totals		26	1487.70

MCL 324.51105 Commercial Forests are not subject to ad valorem general property tax. Owners of commercial Forests pay a specific tax of \$1.25 per acre as adjusted pursuant to MCL 324.51107.

(I-22)

MANISTEE COUNTY
2016 PARCEL COUNT

TOWNSHIP	REAL PROPERTY							PERSONAL PROPERTY			TOTAL	TE
	100	200	300	400	500	600	250	350	450	550		
ARCADIA	54	30	0	992	0	0	22	1	0	1	1100	61
BEAR LAKE	98	93	15	1446	0	0	115	2	0	248	2017	63
BROWN	60	22	18	994	0	0	9	0	0	41	844	43
CLEON	60	34	24	890	0	0	34	1	0	42	1085	55
DICKSON	30	18	5	1072	0	0	32	0	0	4	1161	137
FILER	0	86	55	1501	0	0	98	4	0	13	1757	55
MANISTEE	56	136	28	2161	0	0	154	3	0	89	2627	150
MAPLE GROVE	24	58	25	1272	0	0	33	0	0	37	1449	77
MARILLA	60	0	4	393	0	0	5	0	0	13	475	30
NORMAN	7	66	10	2281	0	0	71	0	0	4	2439	173
ONEKAMA	58	79	2	2329	0	0	80	1	0	28	2577	173
PLEASANTON	87	25	0	1017	0	0	36	2	0	34	1201	33
SPRINGDALE	7	11	0	1054	1	0	32	0	0	94	1199	47
STRONACH	0	12	26	882	0	0	34	3	0	11	948	102
CITY	0	350	20	3193	0	0	289	10	0	7	3669	241
TOTAL	601	1020	232	21157	1	0	1044	27	0	666	24748	1440
VILLAGES												
BEAR LAKE	0	37	0	185	0	0	25	0	0	2	249	29
COPEMISH	0	22	2	148	0	0	14	1	0	1	188	22
EAST LAKE	0	11	2	322	0	0	5	0	0	3	343	25
KALEVA	0	55	14	310	0	0	23	0	0	1	403	48
ONEKAMA	0	57	0	378	0	0	45	0	0	4	484	45
TOTAL	0	182	18	1343	0	0	112	1	0	11	1667	167

(Tax Exempt Parcels Are Not Included In The Township Totals)
(Village Parcels Are Included In Township Totals)

Classification	
100	Agricultural
200	Commercial
300	Industrial
400	Residential
600	Timber-Cut Over
700	Exempt

School Districts	
51020	Bear Lake
51045	Kaleva Norman Dickson (KND)
51070	Manistee
51060	Onekama
10015	Benzie Central
53021	Mason Co Eastern
83070	Meick

SCHOOL DISTRICT
PARCEL COUNT 2016

(Includes Tax Exempt Real & Personal Parcels)

TOWNSHIP	51020	51045	51070	51060	10015	53021	83070	TOTAL
ARCADIA				1161				1161
BEAR LAKE	1488	169		423				2080
BROWN		407		480				887
CLEON					777		363	1140
DICKSON		1298						1298
FILER			1812					1812
MANISTEE			2193	824				2777
MAPLE GROVE		1528						1528
MARILLA		226			6		273	505
NORMAN		2612						2612
ONEKAMA				2750				2750
PLEASANTON	1168	21		3	42			1234
SPRINGDALE		94			1152			1246
STRONACH		579	451			20		1050
CITY			4110					4110
TOTAL	2866	6932	8526	6441	1977	20	636	28188

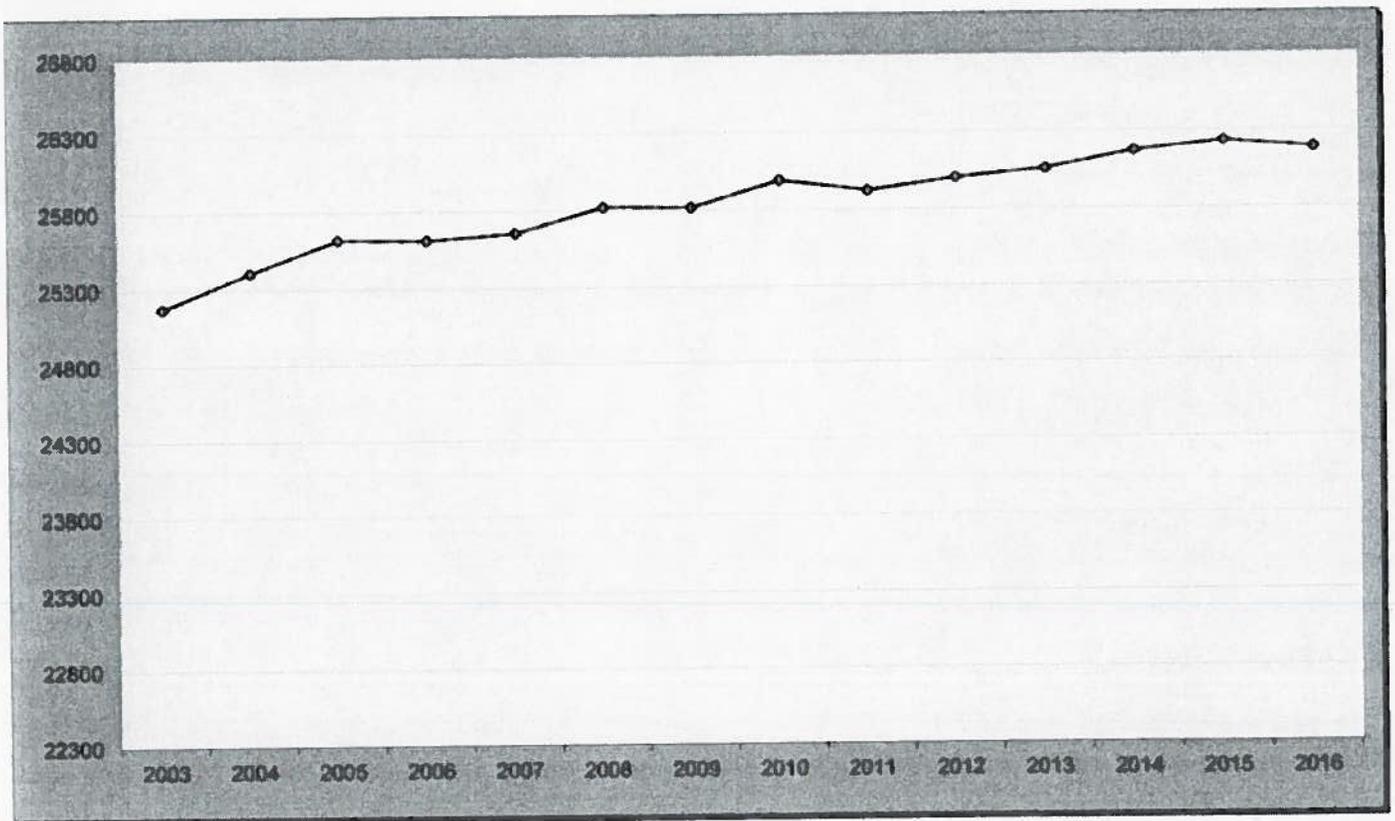
SCHOOL DISTRICT
TAX EXEMPT-REAL & PERSONAL PARCELS
2016

TOWNSHIP	51020	51045	51070	51060	10015	53021	83070	TOTAL
ARCADIA				61				61
BEAR LAKE	50	0		13				63
BROWN		34		9				43
CLEON					50		5	55
DICKSON		137						137
FILER			56					55
MANISTEE			142	8				150
MAPLE GROVE		77						77
MARILLA		12			0		18	30
NORMAN		173						173
ONEKAMA				173				173
PLEASANTON	29	1		0	3			33
SPRINGDALE		7			40			47
STRONACH		50	50			2		102
CITY			241					241
TOTAL	79	491	488	264	93	2	23	1440

(I-23)

MANISTEE COUNTY PARCEL COUNT HISTORY

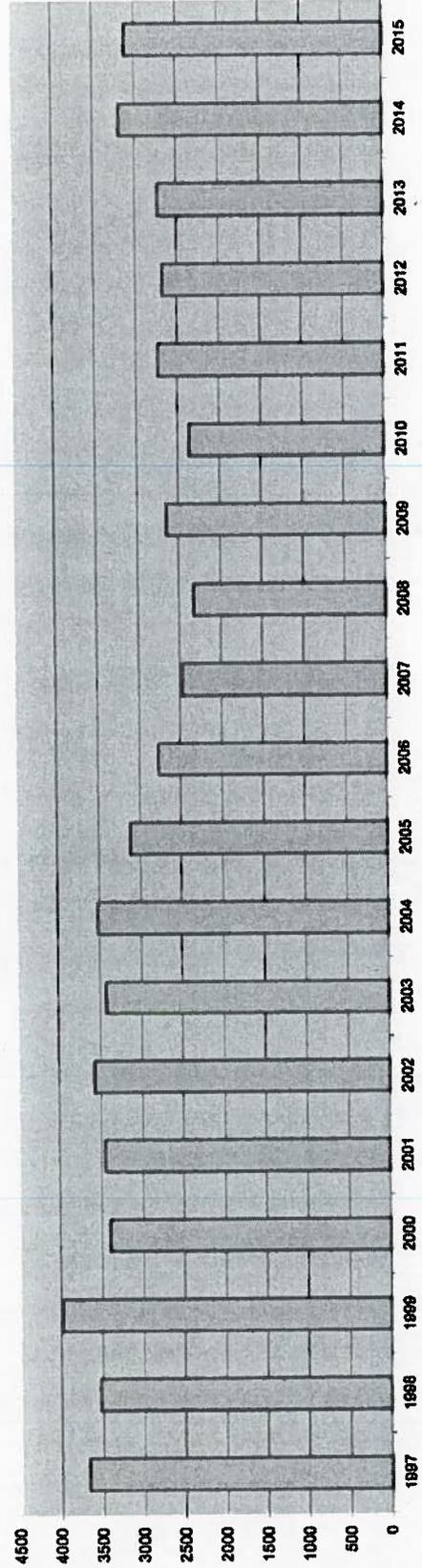
	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
ARCADIA	1133	1139	1148	1142	1139	1145	1157	1160	1167	1169	1175	1170	1167	1161
BEAR LAKE	1832	1853	1878	1907	1922	1937	1917	1937	1947	1979	1976	2062	2075	2080
BROWN	841	859	869	854	861	862	867	867	874	874	880	874	889	887
CLEON	1093	1110	1122	1105	1111	1120	1118	1152	1141	1152	1154	1153	1147	1140
DICKSON	1271	1276	1288	1297	1300	1299	1290	1322	1290	1291	1293	1305	1300	1298
FILER	1789	1770	1790	1789	1781	1816	1813	1827	1825	1801	1800	1801	1813	1812
MANISTEE	2658	2680	2725	2708	2728	2752	2748	2721	2723	2759	2791	2769	2782	2777
MAPLE GROVE	1495	1475	1479	1487	1483	1491	1510	1535	1517	1514	1512	1507	1504	1526
MARILLA	491	492	498	504	505	503	505	513	505	506	503	509	509	505
NORMAN	2551	2558	2576	2579	2556	2566	2559	2581	2573	2574	2587	2613	2608	2612
ONEKAMA	2548	2679	2679	2686	2697	2699	2703	2707	2694	2711	2716	2730	2741	2750
PLEASANTON	1158	1160	1184	1190	1198	1194	1195	1222	1227	1220	1221	1224	1229	1234
SPRINGDALE	1046	1097	1111	1116	1137	1160	1164	1190	1189	1223	1235	1239	1246	1246
STRONACH	1046	1043	1045	1043	1048	1054	1048	1059	1060	1051	1046	1051	1049	1050
CITY OF MANISTEE	4227	4218	4230	4211	4193	4226	4224	4197	4189	4178	4168	4163	4172	4110
TOTAL	25177	25409	25622	25616	25659	25824	25818	25990	25921	26002	26057	26170	26231	26188



MANISTEE COUNTY
NUMBER OF DEEDS PROCESSED

	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
ARCADIA	148	151	200	165	130	197	176	158	100	117	96	102	98	89	100	80	109	136	119
BEAR LAKE	299	242	291	272	238	240	248	276	238	229	174	176	194	199	211	209	217	215	242
BROWN	118	130	159	88	87	93	124	130	63	87	87	66	65	76	65	46	63	110	88
CLEON	225	181	191	174	158	207	188	221	134	160	152	161	176	117	133	143	140	109	96
DICKSON	155	174	202	183	184	197	136	151	156	131	107	111	118	140	148	126	114	138	162
FILER	232	200	270	181	174	216	192	204	194	156	167	152	160	157	153	188	173	189	219
MANISTEE	291	260	317	279	361	329	308	301	310	280	291	195	193	191	237	309	213	339	287
MAPLE GROVE	283	262	267	251	225	190	221	215	195	189	170	148	155	144	183	183	149	224	270
MARILLA	70	67	90	88	75	64	112	59	63	60	29	66	39	56	53	53	63	74	81
NORMAN	323	370	389	288	323	354	307	367	338	247	219	223	216	224	257	264	260	344	364
ONEKAMA	459	365	377	305	402	475	476	408	333	280	232	232	362	221	265	262	339	361	330
PLEASANTON	177	119	173	138	146	151	176	148	109	129	124	136	81	86	140	121	144	176	126
SPRINGDALE	182	136	155	141	172	168	182	129	126	192	144	108	125	188	113	131	140	168	171
STRONACH	132	156	122	94	121	154	107	119	80	94	64	84	75	69	95	82	119	107	112
CITY OF MANISTEE																			
1ST DISTRICT	41	53	140	71	82	68	55	50	80	57	78	28	130	18	47	47	78	53	62
2ND DISTRICT	188	262	196	354	247	121	129	137	175	116	63	72	151	98	198	107	141	113	93
3RD DISTRICT	101	143	171	113	95	122	113	148	167	85	97	72	88	84	133	102	84	103	82
4TH DISTRICT	36	47	48	41	49	37	37	38	30	18	22	19	47	31	24	26	27	24	17
5TH DISTRICT	62	81	79	40	42	63	44	83	62	34	48	48	41	50	38	43	45	56	42
6TH DISTRICT	93	79	72	81	97	89	63	111	83	64	53	70	81	81	71	83	75	94	74
7TH DISTRICT	103	58	94	51	66	41	58	65	80	40	52	57	60	43	69	68	32	59	79
CITY TOTALS	604	723	800	751	678	541	498	632	677	414	413	366	588	405	581	478	482	502	449
COUNTY TOTALS	3668	3526	3983	3398	3454	3574	3422	3516	3116	2765	2469	2326	2845	2362	2734	2673	2725	3192	3116

THESE TOTALS DO NOT INCLUDE ALL OTHER CHANGES SUCH AS ADDRESS & NAME, DESCRIPTION, OR ACREAGE CORRECTIONS



(I-24)

(I-25)

MANISTEE COUNTY VALUE (1997-2016)

Inflation Rate	Year	SEV	SEV % Change	Taxable Value	Taxable Value % Change
2.80%	1997	\$611,685,765	10.76%	\$535,302,521	4.53%
2.70%	1998	\$661,268,573	8.11%	\$569,575,878	6.40%
1.60%	1999	\$726,263,048	9.83%	\$601,862,514	5.97%
1.90%	2000	\$811,168,309	11.69%	\$631,559,254	4.93%
3.20%	2001	\$929,873,350	14.63%	\$685,000,210	8.46%
3.20%	2002	\$1,074,508,674	15.15%	\$737,371,742	7.65%
1.50%	2003	\$1,197,162,915	11.41%	\$790,550,244	7.21%
2.30%	2004	\$1,292,646,585	7.98%	\$838,769,961	6.10%
2.30%	2005	\$1,398,717,405	8.21%	\$897,352,727	6.98%
3.30%	2006	\$1,504,426,342	7.56%	\$961,141,383	7.11%
3.70%	2007	\$1,588,625,615	5.60%	\$1,027,592,080	6.91%
2.30%	2008	\$1,612,199,200	1.48%	\$1,067,328,084	3.87%
4.40%	2009	\$1,590,623,641	-1.34%	\$1,104,958,012	3.53%
-.30%	2010	\$1,539,966,150	-3.18%	\$1,100,322,048	-0.41%
1.70%	2011	\$1,461,708,909	-5.08%	\$1,094,697,430	-0.51%
2.70%	2012	\$1,404,754,132	-3.90%	\$1,090,060,426	-0.42%
2.40%	2013	\$1,359,317,250	-3.23%	\$1,094,402,358	0.40%
1.60%	2014	\$1,359,424,800	0.01%	\$1,105,413,508	1.01%
1.60%	2015	\$1,364,553,592	0.38%	\$1,114,882,633	0.86%
0.30%	2016	\$1,360,360,020	-0.31%	\$1,089,819,884	-2.25%

Taxable Value is due to three factors:

- 1) Rate of Inflation
- 2) New construction
- 3) Uncapping of Taxable Value for Transfers

Taxable Value=Lessor of Capped Value or SEV

2016 Capped Value=(2015 Taxable Value-Losses) x 1.003 + Additions



EQUALIZATION DEPARTMENT

(I-26)

Manistee County Courthouse

415 Third Street • Manistee, Michigan 49660-1606 • 231-723-5957

2016 TOP TEN PROPERTY OWNERS BY TAXABLE VALUE

	NAME	TAXABLE VALUE
1.	CONSUMERS	28,043,014
2.	T.E.S. FILER CITY	26,742,732
3.	PACKAGING CORPORATION OF AMERICA	17,531,891
4.	METC LLC	9,802,700
5.	MEIJER/MEIJER REALTY COMPANY	8,853,052
6.	MARTIN MARIETTA	7,970,165
7.	MORTON INTERNATIONAL	4,869,827
8.	ARCADIA BLUFFS	4,029,994
9.	AMERICAN MATERIALS	3,907,479
10.	LITTLE RIVER BAND OF OTTAWA INDIANS	3,732,637

(I-28)

I, Jill M. Nowak, County Clerk, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Manistee County Board of Commissioners at a regular meeting held on the 26th day of April, 2016 by the following vote:

YEAS:

NAYS:

NOT VOTING:

I further certify that the foregoing Resolution is a true, correct and complete transcript of the original of said Resolution appearing on file and of record in my office. I further certify that the meeting was held and the minutes therefore were filed in compliance with Act No. 267 of the Public Acts of 1976.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the County of Manistee this 26th day of April, 2016.

CLERK OF THE COUNTY COMMISSION
MANISTEE COUNTY, MICHIGAN

Jill M. Nowak, County Clerk

[js h:\resolutions\2016_13 Equalization]

(APPENDIX J)

Michigan Municipal Risk Management Authority
Statement of Changes in Member Retention Fund
For 10/1/2015 to 12/31/2015

MEMBER: 01040-Manistee, County of

Receipts:

Member Contributions Received - Regular	\$0.00
Member Contributions Received - Additional	\$0.00
Net Asset Distribution Transfer	\$0.00
Miscellaneous Revenue Received	\$0.00
State Pool Deductible Receipts	\$0.00
Interest Income	\$3,228.59
Total Receipts	\$3,228.59

Claims & Related Payments:

Claim Losses Paid	(\$20,800.00)
Net Claims, Adjustment Expenses, Recoveries - 7/1-9/30/12	\$0.00
Claim Adjustment Expenses Paid	\$0.00
Reinsurance Recoveries	\$5,800.00
Stop Loss Recoveries	\$0.00
Subrogation Recoveries	\$0.00
Net Claims and Claim Adjustment Expenses	(\$15,000.00)

Other Payments:

Interest Expense for Negative Balance	\$0.00
Special Legal Services	\$0.00
Direct Meeting Expenses of Member	(\$1,066.70)
Member General Fund Contribution Transfer	\$0.00
Member Withdrawals	\$0.00
Total Other Payments	(\$1,066.70)

Net Contribution to Retention Fund during Period	(\$12,838.11)
Beginning of Period Member Retention Fund Balance	\$415,873.74
End of Period Member Retention Fund Balance	\$403,035.63

Reported Reserves within Member's Self-Insured Retention

RECEIVED