

# **GRAND TRAVERSE COUNTY 2011 ACCOMPLISHMENTS**

## **ANIMAL CONTROL**

With some minor modifications by the Keystone Road Animal Shelter, the Animal Control Officers' offices were moved from the Public Services Building to the Animal Shelter at 2571 North Keystone Road to better serve the public. Additionally, The Grand Traverse County Animal Shelter was inspected by the Michigan Department of Agriculture/Animal Industry Division on February 15, 2011 and met all current operational requirements.

## **BROWNFIELD REDEVELOPMENT AUTHORITY**

Completed Brownfield Financial Impact Report.

Awarded and started implementation of a \$1,000,000 EPA Revolving Loan Fund Grant.

Amended the Boardman Lake Avenue Brownfield Plan. First Brownfield plan encompassing County Land Bank Authority property purchase for rail right-of-way for the construction of the Boardman Lake Avenue and Boardman Lake Trail.

Moved forward with legal investigation to address ground contamination at the historic four corners of West Front Street and Division Street in the City of Traverse City. First legal investigation by a Brownfield Redevelopment Authority in Michigan.

Secured approval for the new Hotel Indigo project in downtown Traverse City.

## **COMMISSIONERS/ADMINISTRATION**

Modify the make up of the Board of Public Works to include the five major townships that are part of the sewer and water system and the Septage Treatment Plant.

Assessed and funded plans for the building of a new Health Building which resulted in the award of a contract to Hallmark Construction on a new building in December.

Negotiated oversight of the contract and took control of the Traverse City Senior Center after successfully passing a millage for support of the facility.

Secured funding and successfully secured a permit for drawdown of the Sabin Dam. In addition, began preliminary engineering work on the removal of the Sabin Dam.

Contracted out custodial services at an average annual cost savings of \$190,000 a year.

## **COMMISSION ON AGING**

Approved a new Health Care program anticipated to save \$800,000 to \$1,000,000 annually.

Senior Center Merger - The Traverse City Senior Center successfully merged with the Commission on Aging July 1, 2011 via an intergovernmental agreement between the City of Traverse City and Grand Traverse County. The Senior Center, through the passing of a County-wide Senior Center millage in 2010, was able to expand operations and offer services to more members. Membership fees were eliminated for all County residents age 60 and older, and decreased to \$10 for those residents less than 60 years of age. Membership expanded by 869 participants.

Senior Center Network - With the passing of the County-wide Senior Center millage, funds were generated to establish a Senior Center Network throughout Grand Traverse County. Two Senior Center satellite sites were established in 2011 – in Kingsley (The Rock) and in Interlochen (Golden Fellowship of Grand Traverse County). Programming is now available at both sites and participation continues to grow. A meal site has been established at the Kingsley Center and one will be established at the Interlochen Center in early 2012. Two new Senior Center satellite sites will be added in 2012.

Donation Recipient - The Commission on Aging was the recipient of a \$50,000 donation to be used to provide transportation and home heating assistance in 2012.

## **DEPARTMENT OF PUBLIC WORKS**

Prepared and distributed the Consumer Confidence Report. This report addresses the condition of the water treatment and distribution systems of Garfield, East Bay, Acme, Peninsula, Blair, and Elmwood Townships. It also provides an analysis of the potable drinking water supply based on several standards set by the EPA, MDEQ, and Clean Water Act.

Performed upgrades to the Garfield Number 1 pump station which included the rebuilding of two 250 horsepower pumps and conversion to variable frequency drive motor controls.

Over 10 miles of sanitary sewer was cleaned and televised in Acme and Elmwood Townships to assess the condition and stability of the in-ground pipe.

Completed a major sanitary sewer bypass project for Garfield Township.

The DPW staff also oversaw the lowering of Sabin Dam by 4 ½ feet.

Reviewed the complexities and vulnerabilities of the SCADA Operational Control System which provides operational controls for the townships sewer and water pumping stations and water storage reservoirs.

## **DISTRICT COURT**

Started credit card on-line payments in May. Credit card transactions increased from an average of 57 transactions totaling \$8,448 per month to 148 transactions, totaling \$20,142 per month.

Started a Retail Fraud Class for 1st time offenders.

Finalized the Functional Specification document on the civil division Imaging Project with implementation to begin in early 2012.

In November, began the testing phase of the e-ticket project with the GTSD and TCPD with implementation expected in early 2012.

Bid and were able to negotiate a lower fee and a two-year contract for the Indigent Misdemeanor Contract.

Successfully wrote a \$90,000 grant for Mental Health Services for Sobriety Court participants in January 2011 for fiscal year 2010-2011.

A subsequent \$40,000 grant for Mental Health Services for Sobriety Court participants was awarded for fiscal year 2011-2012.

Awarded a \$39,914 grant to continue the pilot Mental Health Court program for 2011-2012.

Awarded a \$20,000 Risk Avoidance Program (RAP) grant through MMRMA for courthouse security.

Started a specialty court for Veteran's in January 2011.

## **DRAIN COMMISSIONER AND EROSION CONTROL**

County Collaborations – We successfully initiated elaborate collaborations with the Information Technology Department in updating our permit reporting program, the Finance Department on performance bonding requirements, and the Construction Code department on finalizing citizens permits to allow them timely occupancy permits. --- These collaborations have effectively resulted in accommodations to citizens or developers to properly ease constraints on their family or keep their projects on schedule respectively.

Cost Effective Efficiency - We implemented an aggressive permit-monitoring program that allowed us to inspect all sites that will have permits expiring in the winter months, in order to final out or extend those permits, before snowfall requires more extensive and expensive inspection efforts. We also completed an aerial survey of the county to locate mining sites so that they can be lawfully permitted.

## **ECONOMIC DEVELOPMENT CORPORATION**

Provided three new business loans to Plascon, 45<sup>th</sup> Parallel and CS sewing. 45<sup>th</sup> Parallel is the first out-of-county loan approved in the State of Michigan and part of a new regional approach.

Worked with Council of Governments, Chamber of Commerce and State of Michigan to realign the EDC revolving loan fund into a regional, ten county loan fund with the Chamber and Community Development Financial Institution to manage the fund.

Facilitated the designation of an Agricultural Processing Renaissance Zone for the expansion of Shoreline Fruit in Acme Township.

Refinanced bond issue for Montessori Children's House.

## **EMERGENCY MANAGEMENT**

Grand Traverse County was successful in obtaining over \$200,000 in federal grants for equipment and training for emergency response agencies to enhance the safety and well being of residents and visitors of the region.

Participated in more than 90 school lockdown drills which added to the successful outcome and resolution of threats in two actual incidents during the year.

## **ENVIRONMENTAL HEALTH**

The Environmental Health Division continued collaboration with the City of Traverse City and the Watershed Center in implementing the second phase of source water tracking of storm drains in Traverse City utilizing scent-trained canines to track down sources of E. coli and detergents. The division also continued the monitoring of E. coli levels at five beaches on East and West Grand Traverse Bay during 17 weeks of the swimming season.

## **EQUALIZATION**

Completed all field work for East Bay Reappraisal program.

Completed discovery portion of TMA personal property discovery program.

Timely completion of all Equalization studies.

### **GIS** (*benefiting entity*):

Created new Land Use map for Master Plan. (*Planning*)

Fulfilled mapping contract by delivering completely updated set of tax maps to Whitewater Township. (*Equalization/Township*)

Created septic haulers manifest application. (*D.P.W.*)

## **FACILITIES MANAGEMENT**

Custodial Service Contract - After thorough review and approval from the Board of Commissioners, the decision was made to enter into a three-year contract with Porcelain Patrol Services for completion of our Custodial tasks. This decision, while extremely difficult to make, will offer substantial savings for the taxpayers of Grand Traverse County.

Installation of Emergency Power Supply (Generator) at the Jail - Installation of the new Jail emergency power supply was completed in April. Personnel from Facilities Management completed the conversions between the former unit and the new generator (what items should be covered in the event of a power outage), while personnel from the Sheriff Department and Corrections Division completed a mandatory evacuation test.

Remodel of the Jail Work Release Building - A complete remodel of the Jail Work Release building was finished in August. This remodel, including new carpet, paint, drywall, lighting and shower stalls, creates a more secure setting for both the Corrections staff and inmates.

Energy Efficiency Improvements - Grant funding allowed us the opportunity to convert multiple light fixtures, both indoor and outdoor, to a more energy-efficient fixture. The replacements were completed at the Woodmere Law Enforcement Center, Facilities Management Shop, Civic Center pool and main complex.

Preventive Maintenance Program - We continue to emphasize preventive maintenance throughout all of the County buildings. This program has allowed us to continue operating with equipment that has reached or is near the end of its normal operating life. The program emphasizes maintenance on the boilers, furnaces, generators, lighting, etc.

## **FAMILY COURT**

Juvenile Mental Health Court – A strengths-based Specialty Court was instituted to address the increasing mental health needs of the youth in the probation system. Close collaboration with Community Mental Health and local mental health experts assists youth and families in becoming positive assets in the community. A State grant was received to support funding.

8<sup>th</sup> Annual Adoption Day – Family Court continued its positive celebration of families facilitating 17 adoptions on November 22. This event brought together many area family agencies and local media to highlight the benefits of strong families in Grand Traverse County.

Truancy Intervention Center – This Court-supported program worked with 300 GT County youth and their families from Kingsley and TC schools during the 2010-11 school year; 93% of these were diverted from formal court proceedings, saving the county significant dollars in court and prosecution costs. Addressing Truancy also has had impact in decreased number of youth in the juvenile probation system.

## **PROBATE COURT**

Mediation program - Created and implemented an Alternative Dispute Resolution program that provides Mediation with attorneys approved by the Court and with Conflict Resolution Services who will provide Mediation to our indigent clients.

Professional Guardian/Conservators - Began the process of a Professional Guardian and Professional Conservator program to be implemented in 2012.

## **FAMILY COURT VOLUNTEER SERVICES**

Parent/Youth School is Important Program - Parent and Youth information classes have been developed and are now facilitated by volunteers to support the Truancy Intervention Program. The goal of these classes is to improve attendance at school by providing two, two-hour sessions covering topics such as the importance of regular school attendance, healthy lifestyle, positive choices, goal setting, career development and seeking help. Two sets of classes were conducted in 2011. Eight parents and six youth were in attendance.

Transportation - A new transport vehicle, replacing an aging retired patrol vehicle, was put in active duty in February 2011. Two vehicles supported 194 successful transports for 237 youth in 2011.

Emergency Guardians - Nine requests were made in 2011 for volunteers from our Court to be appointed as emergency/temporary guardians for 28 days (or longer if needed). Five volunteers were appointed from requests received by Munson Hospital, Community Mental Health or private attorney. This number is greater for 2011, than it was for 2010 and 2009 combined.

New Vision Academy - A program which provides our juvenile offenders an opportunity for personal growth and development while keeping them busy and engaged during the summer. Over the past four summers, volunteers have introduced youth to life skills, art, drama, community service, healthy recreation, nutrition and more.

Learning Partners - Learning Partners are caring adults matched as a tutor/mentor to a child, typically referred by their school as "at risk" of becoming involved in the juvenile justice system. Forty-eight students matched with 35 volunteers benefited from one-on-one attention with school work and group out of the classroom positive learning experiences.

CASA - Thirty-two CASA volunteers worked on cases for 57 children in foster care, advocating for their best interest with parents and agency workers, writing court reports and attending court hearings on their behalf.

Citizen's Panel - This program diverts certain first-time shoplifters from the Court offering an opportunity for community members to be involved in the process and allowing the youth to make amends for their offense to the community through their promise

## **FARMLAND AND OPEN SPACE PRESERVATION BOARD**

Reviewed and scored a second round of applications for the Acme Township Purchase of Development Rights program.

## **FINANCE**

Comprehensive Annual Financial Report - Submitted sixth Comprehensive Annual Financial Report (CAFR) to the Government Finance Officers Association (GFOA) for review and hope to receive their Certificate of Achievement for Excellence in Financial Reporting. This award has been received the prior five years (2005 - 2009).

Procurement Cards - Have expanded the procurement card program to include over 12 departments with over 30 cards available for immediate payment at vendors. This helps reduce hundreds of transactions to one monthly payment to one vendor, causing a savings in the payment processing time, postage and supplies cost for the reduction of checks processed to the many different vendors previously.

Finance helped assist in the transition to the new AEGIS system at the jail. Bond receipts were previously issued in the AS400 system, but now are issued from this new system. The finance dept assisted in the process of creating these new receipts to make them user friendly and accurate.

## **HEALTH DEPARTMENT**

Design and Construction of New Health Services Building - Final design of a new Health Services Building was completed and construction began during December 2011. The new 35,000+ square foot facility will provide for an expanded dental clinic to serve additional clients. The new building will also provide updated clinic and office space for all Personal Health Programs, an Emergency Operations Center for Emergency Management and office space for Health Department Administration.

## **HUMAN RESOURCES**

Training Day - On January 17, 2011, over 200 employees attended a morning of training at the Civic Center. Training was provided by the American Red Cross on how to use AED's and basic first aid training. Representatives from MERS also presented on tips for saving for retirement.

Labor Negotiations - Successfully negotiated labor contracts with three units throughout the year. Held an informational session with all Unions and Associations in September regarding new benefit changes.

Grievances/Arbitration - Total of 19 grievances filed in 2011, all but one resolved as of December 31, 2011. Two grievances that were filed in 2010 went to Arbitration in 2011.

Investigation - Numerous investigations were completed, some with the assistance of legal counsel.

Recruitment - Recruited for and filled over 59 positions, which included internal transfers. We continued to utilize the on-line application process, resulting in a savings of staff time, postage, and paper. We collected 1,983 applications on-line.

Health Insurance Changes - Facilitated transition from Blue Care Network (BCN) HMO plan to Blue Cross Blue Shield of Michigan (BCBSM) PPO plan. Worked with our new Benefits Agent (Cadillac Insurance Center) to schedule multiple informational sessions with staff regarding the changes to the new health plan, including the transition to a Health Reimbursement Arrangement (HRA) plan.

Health Insurance Premium Cost Share - Per the Board's directive, a premium cost share was negotiated for all bargaining units and associations. Effective January 1, 2012 all Grand Traverse County employees will participate in the premium cost share arrangement.

On-Line Health Questionnaire - A total of 438 County employees participated in the Health Questionnaire offered by BCN by the October 31, 2011 deadline and were eligible for the lower premium share in 2012.

Benefits Agent RFP - An RFP was sent out in July for the second year in a row regarding our Employee Benefits Agent. Cadillac Insurance Center was selected as the new benefits agent and was presented to the Board of Commissioners for approval of a three-year contract beginning January 1, 2012.

Supervisory Training - Provided a training session on the Medical Marijuana Act for Department Heads and Supervisors in March. Facilitated an audio supervisory training session in November on the topic of Giving On-Target Directions, Helpful Feedback and Constructive Criticism.

Employee Training - In partnership with the Sheriff Department, CPR and First Aid training was provided to 20 Grand Traverse County employees in October. This training allowed us to certify employees in various County buildings so that they will be able to respond in the event of an emergency.

ID Badges - Updated over 300 employee pictures and printed over 300 employee ID badges. The updated photos were also uploaded to the County Intranet to ensure the most up-to-date picture is available on each employee.

## **INFORMATION TECHNOLOGY**

Implemented electronic document imaging of civil cases for the 13<sup>th</sup> Circuit Court in Antrim, Grand Traverse, and Leelanau Counties. Grand Traverse and Leelanau are actively using the system with Antrim to start using the system in January/February of 2012.

Assisted with the design and implementation of e-filing of civil court documents within the 13<sup>th</sup> Circuit Court. The system is currently in testing with a mid-January 2012 date set for filing "live" documents.



Servers at the Health Services building and Public Services building were consolidated into the virtual server environment in I.T. computer center. Servers were added for the Sheriff department's digital dictation and electronic ticketing, County and City tax processing, and for web access to the City utility billing application.

Assisted with the set up of credit card processing for District Court traffic/criminal/bond payments, Circuit Court case payments, and County Clerk vital records and other payments.

Replaced most of the server tape backup systems with a disk-based backup system. The disk-based system replicates the backup data to another of the County's locations for offsite recovery.

Assisted the County Treasurer, County Equalization, City Assessor, and City Treasurer with the implementation of a new MS Windows based tax and assessing application. Delinquent tax data was converted into the new system from the AS/400.

Continued the implementation of the public safety system for the County Sheriff and City Police. Dispatch/911, Central Records, Corrections, and mobile data computers have utilized the system since January, 2011. Electronic ticketing has been especially challenging since the vendor decided to create a standard Michigan based system that delayed the project by 6-9 months. The electronic ticketing system is currently being tested with implementation planned for January/February 2012.

Implemented wireless access at the Law Enforcement Center, Civic Center, and Front Street locations. All major county facilities provide both secure wireless access and guest "hotspot" access.

Installed data/phone wiring and set up computers and phones for the Sheriff's ORV garage. New phones and computers were added at the Senior Center.

The County voicemail server which provides voicemail and automated menus for most County departments was upgraded in 2011. The upgrade added additional greeting options and repaired some features that didn't work properly in the earlier version. Because it was a maintenance upgrade, all software costs were waived by the manufacturer except for technician fees to install the software.

Enhanced 911 features are being added to the county phone system in response to Michigan House Bill 4683 which asks phone systems to provide caller location information during a 911 call so that first responders can identify a caller's location to within an area of less than 7,000 square feet. County buildings were divided into zones. Phones in each zone send the building name, address and floor information to help locate the caller in a County building. The project should be completed early in 2012.

## **LAND BANK AUTHORITY**

Established and seeded County affordable housing trust fund with County foreclosure and federal grant funds.

Completed demolition on foreclosed properties assisting townships in improving neighborhoods with foreclosed properties.

Worked with City of Traverse City in efforts to maximize incentives tied to Boardman Lake Avenue/Non-Motorized Trail Brownfield Plan. Land Bank Authority purchased property on behalf of the City to move project forward.

Working to establish a comprehensive housing program for County.

## **MICHIGAN STATE UNIVERSITY EXTENSION**

Administration/Operations - Transitioned into a new structure that facilitates seamless response and action on important issues facing the state. Campus-based specialists and field-based educators, instructors and program assistants are mobilized under four programming themes via issue-based workgroups and endeavor to anticipate and address Michigan's most pressing opportunities and needs and to adapt as those needs and opportunities evolve. Educational programs are centered around four central foci and are being delivered through audience-appropriate means that capitalize on new and emerging technologies and translate research findings from MSU faculty members.

### Redesign Operational Changes:

Reduced administrative costs

Elimination of county directors and regional offices; creation of districts.

Administrative cost reductions on campus

Streamlined financial, HR, and IT systems

Educator(s) "housed" in each county; 4H coordinator in each county.

All educators have larger coverage areas

All programs are available statewide

Standardized Memorandum of Agreement and assessment fee-based on population in each county effective with FY 2012.

- County provides support staff, facility and utilities

- MSU provides 4H coordinator (based on population) and educators.

### Agriculture/Agribusiness Institute:

A reassignment of roles within MSU Extension provided for an increase in programming and client contact in the field of viticulture; although this is a state-wide assignment, the majority of this activity occurred in the Grand Traverse Bay area. Educational presentations and hands on learning opportunities were provided at the Annual Northwest Michigan Orchard and Vineyard Show in January, the Spring Wine Grape Kick-Off in April, and five growing season meetings at vineyard sites in Grand Traverse and Leelanau counties. Regular scouting of selected vineyards provided data and reports published in the Michigan Grape and Wine Newsletter, the Fruit Net reports from the Northwest Michigan Horticultural Research Station and other outlets. Direct, on-site assistance was provided to eight clients, in the form of assessing potential vineyard sites, diagnosing production problems and demonstrating vineyard practices. Involvement with regional vineyard research projects helped generate important data on variety suitability and improved management practices for NW Michigan grape growers,

while providing practicum credits for local students in the Viticulture and Enology Science and Technology Alliance program.

The Northwest Michigan Horticultural Research Station conducts extensive research and outreach programming within Grand Traverse County. In 2011, we held eight on-farm IPM updates with tree fruit growers on an Old Mission farm. Additionally, we fielded a minimum of 150 specific grower calls on insect, disease, and horticultural issues that arose during the field season, and ~25% of those calls were followed by field visits. We meet monthly with the Grand Traverse Fruit Growers' Council to discuss horticultural innovations, public policy, and issues impacting agriculture in Grand Traverse County. MSU Extension collaborates with the Fruit Council to put on the Northwest Michigan Orchard and Vineyard Show at the Grand Traverse Resort, an annual event that draws in over 250 growers and 75 agricultural vendors each year.

We also conduct on-farm research projects within the County. Specific projects include a mating disruption trial to control a complex of insect pests, and this experiment spans 180 cherry acres in Grand Traverse County. We also conducted a trial with a new reduced risk efficacy insecticide that would minimize impacts of an emerging pest in cherry on three farms, sampled 15 farms for fungicide resistance in two key cherry diseases, and collaborated with two farms on work to better understand a detrimental soil-borne fungus that takes stone fruit out of production. The NWMHRS also provided key information on a resistant strain of a bacterial disease that devastates apples and pears; this timely sampling allowed for a government ruling to expand the use of an alternative material for growers in a specific locale in Grand Traverse County. We also are conducting a cover crop trial at an Old Mission vineyard, and we held two field days at this location to see our results. From this trial, we have received further funding to expand this work into the next three years in both wine grapes and tree fruit.

Lastly, we have organized a young farmer leadership group (New FARM Program) where 36 young farmers with diverse farming backgrounds that are all committed to agricultural endeavors throughout the Grand Traverse region. The goals of the program are intended to enrich the farmers in the following areas: 1) estate planning and other strategies to increase successful farm transfer, 2) challenges and opportunities for increasing competitiveness and market share through alternative-marketing, 3) farm financial viability through innovative business management strategies, 4) land stewardship and farm safety through technical assistance and training, 5) leadership, decision-making, facilitation, communication, teamwork, and problem-solving skills, and 6) improved understanding and action strategies to influence local, state, and national agricultural policies.

Consumer Horticulture Assistance – Over 350 clients contacted the MSUE office for help with pest, disease and weed problem diagnostics, fertilizer and pesticide recommendations, plant and crop choices and other issues.

### Children & Youth Institute:

4-H Volunteer and Youth Development – Grand Traverse County reached 981 youth. This included 39 active 4-H clubs with 687 individual youth members (increase of 3 youth) and 175 adult volunteers (increase of 18 adults), 175 youth in short-term/special interest programs (science education, increase of 50 youth), 113 youth reached through school enrichment programs (nutrition education and healthy living), and 27 youth reached through after-school programs using 4-H curricula (Going SOLO entrepreneurship).

4-H Exploration Days – Eight youth members and five adult volunteers from Grand Traverse County attended the 2011 4-H Exploration Days at Michigan State University.

### Health & Nutrition Institute:

Project FRESH - Provided 500 WIC families with coupons to use at local farmer's markets in collaboration with the GT Health Department. MSUE provided nutrition education on the benefits of including fruits and vegetables in their diet provided to these participants increased the quality of their diet by purchasing locally grown fresh fruit and vegetables from area farmer's markets. These coupons are redeemed at the farm market for over \$10,000 in funds for produce purchased by local farmers.

Nutrition Education – 250 adults and youth participated in educational presentations focusing on improving nutrition and increasing physical activity. Participants report greater consumption of fruits and vegetables as well as increased physical activity in their daily lives.

Food Preservation – Residents in Grand Traverse County participated in a series of food preservation classes as well as received telephone support to answer their canning questions; 95% of participants reported increased knowledge of how to properly process their home canned foods and 100% of participants reported that they will use research based recipes when canning food at home.

### Greening Michigan Institute:

Michigan Sea Grant Program – Key partner in 2011 Hydrographic Survey in Grand Traverse Bay with NMC Water Studies (funding, staff time, etc.). Delivery of educational programs on key Great Lakes issues (overview of Great Lakes Restoration Initiative funded projects at the Freshwater Summit, 10/28/11). Work in Acme Township with marina consultant & study team. Used the Waterfront Smart Growth Readiness Assessment Tool in Acme Township as a "waterfront audit."

MSU Extension Financial Education - Provided nine financial education workshops reaching 129 residents. Topics included: concepts to help consumers avoid common investing pitfalls and make better, more-informed investment decisions; how to get control over the management and oversight of retirement assets; how to shop for and use a credit card wisely; ways to plan for spending; the importance of credit (report and score); and identity theft. Community partners included the Grand Traverse County Sheriff Department, Members and TBA Credit Unions, Northwest Michigan Community Action Agency, Catholic Human Services (Senior Companion/Foster Grandparents), Traverse Area District Library and Michigan's Investor Education in Your Community

program. Changes participants planned to make included: close two of my four credit cards; ask my son to help me review my credit report; track spending on “non-bill” items; look at unit prices on food; and save more, spend less. Participants’ comments included: people need this information; very good and complete; and especially helpful to seniors.

Safe Kids/Munson Injury Prevention - continued a successful year of programming in areas such as: child passenger safety, helmet safety, winter safety, pedestrian safety, distracted driving, carfit for senior citizen and various other safety topics.

A total of 67 events were held this year providing direct contact and safety education to a total of 7,864 persons. In addition, indirect contact safety messages reached over 24,000 persons.

A total of 1,847 various safety devices were distributed. These devices included such items as: car seats, bike helmets, winter helmets, reflective items. (This does not include safety booklets, fact sheets, flyers, etc.) All of these devices were purchased with grant dollars through Safe Kids USA, Kohl’s Cares for Kids monies and dollars funding car seats from the Department of Human Services and local Health Departments.

Safe Kids North Shore/Munson Injury Prevention’s efforts are led by one FTE county staff coordinator, but are made abundant through the generous support of 791 volunteer hours.

## **PARKS & RECREATION**

Hosted the 2011 MRPA Annual Conference and Tradeshow - In February, our department hosted the Michigan Recreation and Park Association Annual Conference and Tradeshow at The Grand Traverse Resort and Spa. Our Director was the Conference Chair and led the planning and execution of the conference with approximately 500 delegates and over 70 vendors.

Development of a Needs Assessment - As part of our Departmental Strategic Plan, we partnered with TCAPS, The City of Traverse City, several Townships and local Parks and Recreation Providers to develop and administer a Recreational Needs Assessment. Based on the findings of the Assessment, we have developed a local Parks and Recreation Network to find solutions to the concerns identified in the assessment.

Completed a Safety Audit of County Parks - In July, the Michigan Municipal Risk Management Association (MMRMA) conducted a safety audit of our parks. While we did receive some suggestions from MMRMA, our parks were overall considered very safe. Since the audit, we’ve either followed through on MMRMA’s suggested changes or are in the process of completing the changes.

Completion of the Civic Center Master Plan - Russ Clark, a former Parks and Recreation Commissioner offered to develop a new Master Plan for the Civic Center pro-bono. The plan has been presented to the Parks and Recreation Commission for approval.

Awarded an Organizational Capacity Building Planning and Assessment Grant by Rotary Charities - In December, our department received an Organizational Capacity Building Assessment Grant by Rotary Charities in the amount of \$9,250.00 (\$8,000.00 from Rotary Charities, \$1,250.00 matching). Phase 1 of this grant will fund a Board Capacity Assessment and Board Training. Phase 2 of this grant will fund development of business plans for our parks, beginning with Twin Lakes and Power Island. The execution of both phases will begin in early 2012.

## **PERSONAL HEALTH**

The WIC Breastfeeding Peer Counselor program was initiated early in the year with the hiring of one FTE Peer Counselor to work with WIC clients increasing the number of new mothers who initiate breast feeding and increase the duration of exclusive breast feeding from newborn to six months. The program is designed to reduce the costs of formula and improve the overall well being of the baby and has been extremely well received by new mothers.

Project FRESH, an educational program providing WIC clients with coupons to purchase locally grown fresh fruits and vegetables at participating farmer's markets, also had a successful year. In total, over 500 families redeemed nearly \$15,000 worth of coupons at the market.

The Health Department joined the social media world by creating both Twitter and Facebook accounts, where local health information is shared daily with over 500 active followers. Improvements to the Department's County website began, resulting in a 36% increase in unique page views for the year.

Funding was secured to maintain five-day per week clinic operations at the newly established Adolescent Health Clinic, K-Town Youth Care. Initially the clinic was established with funding for three days per week; the need for services in the community was demonstrated by services provided in the initial grant year leading to increased funding for the second year grant cycle.

Finance and billing staff have continued to improve and streamline the medical claims billing process working to establish direct billing of claims from our software to CHAMPS (State of Michigan Medicaid billing system) and for BCCCP services, eliminating per claim billing costs charged by our clearinghouse, Netwerkes.

## **PLANNING & DEVELOPMENT**

Awarded two Homebuyer Purchase Rehabilitation (HPR) grants totaling \$490,000; one for \$300,000 for Traverse City and pocket areas surrounding the city limits and the second for \$190,000 for the Village of Kingsley and Village of Fife Lake.

Awarded a \$45,000 Advanced Lighting Technology Demonstration Energy Efficiency & Conservation Block Grant for lighting improvements at the walking track and Kids Kove at the County Civic Center.

Established Housing Coordinator position to bring all housing grants in-house in lieu of contracting with City Housing Commission; bringing a more comprehensive approach to housing for all of Grand Traverse County, utilizing Land Bank Authority as Board to establish policies and procedures and save the County \$40,000 in appropriation to City Housing Commission.

Completed two Brownfield grant applications to the United States Environmental Protection Agency (EPA) for (1) an assessment coalition consisting of the City of Traverse City, County Brownfield Redevelopment Authority, Charter Township of Garfield and County Land Bank Authority and (2) a site specific clean-up grant for the City of Traverse City and Charter Township of Garfield Recreational Authority.

Facilitated completion of an interlocal agreement between the Charter Townships of East Bay and Garfield, Township of Blair, City of Traverse City and County of Grand Traverse for the application and creation of a Next Michigan Development Corporation. Currently awaiting approval by the Governor and expect to be the second county in the State of Michigan to be awarded the Next Michigan designation.

## **PLANNING COMMISSION**

Initiated County Master Plan process which engages all local planning commissioners and planning and zoning officials. The process started with the initial Planning Summit and includes the facilitation of eight discussion groups on various land use topics.

## **RESOURCE RECOVERY**

Solid Waste Plan Amendment – The solid waste plan was amended to include and authorize automatic consistency to the new American Waste Transfer Station/Processing/Material Recycling Facility. The facility received its operating license from the Michigan Department of Environmental Quality on 10-31-11.

Curbside Recycling – Recycling is now available at the curb for all County residents living in single family residential structures and multi-family residential structures with four or less units per building. Haulers no longer require recyclables to be separated at the curb and you are now able to recycle #1 - #7 plastics with some exceptions.

Education and Outreach – RecycleSmart Bingo game was developed to educate K-5 students on the importance of resource conservation and waste minimization. Over 850 students participated in the interactive game to learn about the 3R's (reduce, reuse and recycle).

County Recycling Rate – The last time the County Recycling rate was calculated was 2006 when it was reported to be 29.28%. The recycling rate was recalculated for year 2010 and now stands at 35.51%. That is more than the National average of 33.8%.

## **REGISTER OF DEEDS**

This year Register of Deeds was able to acquire the Grand Traverse County tract index and related documents dating back to the 1850's. These records were purchased with money from the technology fund and will be used to supplement the current records in the Register of Deeds office. The tract index is a valuable addition from a researcher's perspective and will also serve as a source of revenue for the County as well.

The office staff spent their free time back-indexing approximately 100,000 pages of documents. That is about 3½ years of additional indexing that we have added to our system this year.

In March, we started receiving electronic recordings for mortgage discharges in the office. The electronic recording helps to streamline the recording process and eliminates having to return paper documents.

## **GRAND TRAVERSE COUNTY TREASURER**

Worked with local units to transition from in-house tax software to BS&A delinquent tax software. Negotiated purchase price with an upgrade for local units to receive discounted price and to keep compatible software between all local units and County.

Called County and Township debt issues to utilize the best use of excess county funds and refunded County debt saving millions of dollars in interest expense.

## **VETERANS AFFAIRS**

Record Numbers Served - Almost all areas of services provided saw record number of claimants straining resources. Returning Iraq and Afghanistan war veterans, and emergency financial assistance programs showing the highest demand.

Vet Center Opens - Long awaited V.A. Vet Center, Combat Participant Psychological Counseling Center opened in Traverse City to serve multiple Northern Michigan counties.

Demobilizations - Continued to participate in MI National Guard unit demobilizations for veterans returning from deployments that are held by the State in Traverse City.