



# GRAND TRAVERSE COUNTY

## REQUEST FOR BOARD ACTION

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**MEETING DATE:** March 2, 2022

**DEPARTMENT:** Administration

**SUBMITTED BY:** Nate Alger, County Administrator

**SUBJECT:** Administrator's Report

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**SUMMARY:**

Administrator's Report for March 2022

**ATTACHMENTS:**

[February 24 2022 Admin Update \(1\)](#)

[Feb 9 2022 Agenda](#)

[Feb 9 2022 ARP Meeting Minutes](#)

[2022-02-23 ARPA Agenda](#)

[Feb 23 2022 ARP Meeting Minutes](#)



**Administration**  
400 Boardman Ave. Suite #305  
Traverse City, MI 49684  
231-922-4780

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February 24, 2022  
Administrator's Report

**Workday**

The myGTC (Workday project) is into week two of the foundational alignment sessions (FAS). These eight-hour daily sessions involve experts (SME) in finance, treasurer, and human resources from Grand Traverse County and Workday consultants. The sessions are working in the tenant with live Grand Traverse County data discovered and uploaded over the past two months. The sessions are developing business processes in each discipline (finance, treasurer, and human resources) with the new application.

We are on target for our go-live date of October 3, 2022, and at budget and I again would like to thank Finance, the Treasurer's Office, and Human Resources as they have spent countless hours, nights and weekends, completing the workbooks.

**Wage and Compensation Study**

Since the last update in January, we have received the Collective Bargaining Agreements and are finalizing our review of those agreements for accuracy. When that is complete, we will begin discussing the "up to 5%" wage adjustment that was offered by the Board of Commissioners as a result of the wage study with the various labor units and non-contract employees.

**American Rescue Plan (ARP)**

Since the January update the Grand Traverse County American Rescue Plan Advisory Committee (GTARPAC) has met twice, once on February 9<sup>th</sup> and again on February 23<sup>rd</sup>. The committee includes 11 community members, 4 County Administrative members, and our consultant. Clerk Scheele has also attended to take minutes of the meetings. The community members are Gregg Bird of Emergency Management, Warren Call of Traverse Connect, Nick Ceglarik of North Ed, Chris Hindbaugh of Addiction Treatment Services, Seth Johnson of United Way, Kevin Klein of Cherry Capital Airport, Tony Lentych of TC Housing Commission, Jason Slade of NMC, Sakura Takano of Rotary Charities, Jody Trietch of Boomerang Catapult, and Matt Wille of Munson Medical Center.

There have been two Record Eagle Articles covering the GTARPAC activity and it is apparent that the TCRE disagrees with the approach of the County in the early phase of the GTARPAC. The GTARPAC is an advisory committee established by the County Administrator as directed by the Board of Commissioners. While still being discussed, it is likely that the GTARPAC will receive, review, and categorize proposals and then provide those proposals to the Board of Commissioners with recommendations on the proposals. The decisions lie with the Board of Commissioners. Through discussions with the GTARPAC members, civil counsel, and our consultant, we determined that at least in the construction phase of the GTARPAC we would keep the meetings as non-public meetings. This is a legal action, and the community will be highly engaged in the coming weeks.

Over the course of the two meetings the GTARPAC has discussed the purpose of the committee, objectives, and the process with which the committee will engage the public. The committee has discussed some priorities that it feels is important to the community and criteria to consider when receiving proposals. At the last meeting, and still subject to further discussion, the committee agreed that we will survey the community and solicit input on the discussed priorities and criteria after the next meeting of the GTARPAC. The agendas and minutes of the last two meetings are attached to this report.

### **Senior Center**

There is not much to update since the January update. We reviewed the fundraising proposal from Good Works Lab with the City Manager earlier this month. Depending on what the city determines for the Traverse City Location of the Senior Center Network, Good Works Lab may be a viable option. We are considering an RFP process for fundraising in the meantime.

### **Twin Lakes**

As directed by the Board of Commissioners Administration continues discussion with Supervisor Ron Lemcool about the transfer of Twin Lakes to Long Lake Township. We have discussed the terms and conditions of Long Lake's proposed agreement and it is fair to say we are not in concurrence Administratively. That said, we agreed to continue reviewing the request and to work together in the process. Mr. Lemcool is moving forward with an independent inspector to inspect the facilities located at the park. We have reviewed the County's Property Disposal policy and according to the policy, much due diligence is required prior to the transfer of the park. Some options available to the county at this time include:

- Continue operating Twin Lakes as a county owned asset
- Continue to negotiate with Long Lake Township for a transfer of ownership and work through the Property Disposal Policy
- Transfer the ownership of Twin Lakes to the Land Bank and let the negotiations occur between the Land Bank and Long Lake. (The property disposal policy does not apply to the Land Bank)
- Suspend the policy and continue to negotiate with Long Lake Township for a transfer of ownership

We will continue to work with Long Lake Township on their request.

### **Strategic Planning Session**

We have spoken with PSC about hosting a strategic Planning Session in April. We are considering a session that would span a day and include an opportunity for a break, during which Commissioners would have lunch and more informal discussion about the direction we wish the county to go. From an administrative position, key discussions should include the 2-campus plan, facilities, technological improvements, becoming an employer of choice, and maintaining our fiscal health.

### **National Community Survey**

It's hard to believe but we are nearing the 2-year mark since we completed the National Community Survey and received the Grand Traverse County Community Livability Report. When we entered into the agreement

with the NCS we fully intended completing the survey again in 2022. We are currently in discussion with the NCS to determine the timing and format of this year's survey.

**COVID-19**

As you are aware we took some administrative actions to ensure the availability of our workforce during the uptick of the omicron variant of COVID-19. We did experience some employee shortages due to infection of COVID-19 over the last 60 days, but it appears as though our efforts were successful, and the number of cases is significantly less currently. The administrative actions taken will expire on February 28th. I want to thank all the Department Heads and Elected Officials for their continued efforts through the pandemic.

Please let me know if you have any questions about this report.

A handwritten signature in black ink, appearing to read "Nate Alger".

Nate Alger  
Grand Traverse County Administrator



## Agenda

### Grand Traverse County American Rescue Plan Act Advisory Committee

February 9, 2022 | 8:00–10:00 AM

Blue Room  
Traverse Connect  
202 E. Grandview Pkwy.  
Traverse City, MI 49684

Time	Agenda Item	Facilitator
8:00 AM	Welcome	Nate Alger Grand Traverse County
8:05 AM	Introductions	Tim Dempsey Public Sector Consultants (PSC)
8:15 AM	Structuring the Advisory Process <ul style="list-style-type: none"><li>Discussion of advisory committee's goals, process, and public engagement</li></ul>	Tim Dempsey PSC
9:15 AM	Overview of American Rescue Plan Act (ARPA) Funding <ul style="list-style-type: none"><li>Presentation on ARPA guidance and eligible expenditures</li></ul>	Chris Forsyth Grand Traverse County
9:50 AM	Wrap Up and Next Steps	Nate Alger Grand Traverse County

GRAND TRAVERSE COUNTY  
AMERICAN RESCUE PLAN ACT  
ADVISORY COMMITTEE

February 9, 2022  
Traverse Connect – Blue Room

ARPA ADVISORY COMMITTEE

Nate Alger - County Administrator, Grand Traverse County  
Gregg Bird - Emergency Manager, Grand Traverse County  
Dean Bott - Finance Director, Grand Traverse County  
Warren Call - President/CEO, Traverse Connect  
Nick Ceglarik - Superintendent, Northwest Education Services  
Chris Forsyth - Deputy County Administrator, Grand Traverse County  
Chris Hindbaugh - CEO, Addiction Services  
Seth Johnson - Executive Director, United Way  
Donna Kinsey - Human Resource Director, Grand Traverse County  
Kevin Klein - CEO, Cherry Capital Airport  
Tony Lentych - Executive Director, Traverse City Housing Commission  
Jason Slade - Vice President of Strategic Initiatives, Northwestern Michigan College  
Sakura Takano - CEO, Rotary Charities  
Jody Trietch - CFO Boomerang Catapult & Executive Director of Northern Michigan Angels  
Matt Wille - President/CEO, Munson Medical Center

Members met at 8:00 a.m. in the Blue Room at Traverse Connect.

PRESENT: Alger, Bird, Bott, Call, Ceglarik, Forsyth, Hindbaugh, Kinsey, Klein, Lentych, Slade, Takano, Trietch, and Wille

EXCUSED: Johnson

OTHERS: Tim Dempsey, Public Sector Consultants  
Bonnie Scheele, Grand Traverse County Clerk (recording secretary)

1. Welcome

Nate Alger welcomed the members and gave a brief explanation of why the County created this committee and what they hope to achieve with regards to how to use the ARPA funding most efficiently.

2. Structuring the Advisory Process

Tim Dempsey led the group on a discussion of the advisory committee's goals, process and public engagement.

- The goal of the committee is to make recommendations to the County Board of Commissioners on how to spend the County's 18.2 million ARPA funding. This

group is in an advisory role only and they will use a consensus driven approach with the facilitator.

- The process will be to set investment criteria (core agreement), develop a list of projects and categories (consensus workshop), and prioritize projects and categories (process to be determined)
- The time frame to come up with recommendations will be approximately 3-6 months. The committee will decide in the future how often they will meet and if they will have virtual meetings, in person meetings, or a hybrid of these two.

3. Overview of American Rescue Plan Act (ARPA) Funding

Chris Forsyth gave a presentation on the ARPA guidance and eligible expenditures. He indicated that the Final Rule regarding these funds will be effective April 1, 2022 and the Final Rule lists what the money can and cannot be used for when they decide how to spend it.

4. Wrap Up and Next Steps

- Provide the ARPA information and presentations with the committee through TEAMS.
- Set up a central repository for members to share information and ideas.
- Next meeting will be 8:00 a.m. on February 23, 2022 (location to be determined)

Meeting adjourned at 10:00 a.m.

Bonnie Scheele  
Recording Secretary



## Agenda

### Grand Traverse County American Rescue Plan Act Advisory Committee

February 23, 2022 | 8:00–10:00 AM

Blue Room  
Traverse Connect  
202 E. Grandview Pkwy.  
Traverse City, MI 49684

Time	Agenda Item	Facilitator
8:00 AM	Welcome	Nate Alger Grand Traverse County
8:05 AM	Establishing Project Criteria <ul style="list-style-type: none"><li>What are the key criteria that each ARPA investment must meet to be funded?</li></ul>	Tim Dempsey Public Sector Consultants (PSC)
8:55 AM	Break	
9:00 AM	Identifying Key Priorities <ul style="list-style-type: none"><li>What are the critical areas of need across Grand Traverse County?<ul style="list-style-type: none"><li>Short term (immediate, next six months to a year)</li><li>Medium term (1-3 years)</li><li>Long term (3+ years)</li></ul></li></ul>	Tim Dempsey PSC
9:45	Public Engagement Process <ul style="list-style-type: none"><li>Review proposed process</li></ul>	Tim Dempsey PSC
9:55 AM	Wrap Up and Next Steps <ul style="list-style-type: none"><li>Project identification homework</li></ul>	Tim Dempsey PSC Nate Alger Grand Traverse County

GRAND TRAVERSE COUNTY  
AMERICAN RESCUE PLAN ACT  
ADVISORY COMMITTEE

February 23, 2022  
Via WebEx

ARPA ADVISORY COMMITTEE

Members met at 8:00 a.m. via WebEx

PRESENT: Nate Alger, Gregg Bird, Dean Bott, Nick Ceglarik, Chris Forsyth, Chris Hindbaugh, Donna Kinsey, Kevin Klein, Tony Lentych, Jason Slade, Sakura Takano, and Jody Trietch

EXCUSED: Seth Johnson and Matt Wille

OTHERS: Tim Dempsey, Public Sector Consultants  
Bonnie Scheele, Grand Traverse County Clerk (recording secretary)

1. Establishing Project Criteria

Tim Dempsey led the group in a brainstorming session to discuss the investment criteria to ensure success.

The committee took a break at 9:07 a.m.

The committee returned to the meeting at 9:11 a.m.

2. Identifying Key Priorities

The committee identified critical areas of needs across the county. Tim Dempsey will organize the information and provide the group a working document for future meetings.

3. Public Engagement Process

Tim Dempsey suggested various processes to get public input going forward.

4. Wrap Up and Next Steps

- County Administration will send out a press release indicating what the committee has done so far and what the plans are for the future.
- A website will be created for committee information and minutes of meetings.
- A survey will be sent out to the public requesting input on critical needs for the county.

**Next meeting Wednesday, March 9 at 9:00 a.m.**

Meeting adjourned at 10:17 a.m.

Bonnie Scheele  
Recording Secretary