

**BOARD OF COMMISSIONERS MEETING**

Ty Wessell, Chairman

**NOTICE OF MEETING**

The Regular Session of the Leelanau County Board of Commissioners will be held on Tuesday, December 12, 2023, at 7:00 p.m., in the Commissioner Meeting Room, Leelanau County Government Center, Suttons Bay, Michigan

**A live streaming of this meeting will be available for viewing via the following link –**  
[https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view_as=subscriber)

There are two ways to provide public comment during the meeting – you can attend in-person, or email your comments prior to the meeting to [clerk@leelanau.gov](mailto:clerk@leelanau.gov)

*(Please silence any unnecessary cellular/electronic devices)*

*(Proceedings of the meeting are being recorded and are not the official record of the meeting; the formally approved/accepted written copy of the minutes will be the official record of the meeting.)*

**TENTATIVE AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE/PRIVATE PRAYER**

**ROLL CALL**

**APPROVAL OF BOARD MINUTES**

**APPROVAL OF AGENDA / LATE ADDITIONS OR DELETIONS**

**COMMUNICATIONS, PROCLAMATIONS, PRESENTATIONS**

- Administrator Update
- Representative Betsy Coffia, *State House District #103*

**PUBLIC COMMENT (3 Minutes)**

**COMMISSIONER COMMENTS**

**CONSENT AGENDA ITEMS**

1. **Late Addition Request #1** – Tentative Closed Session Request, *Written Attorney/Client Privileged Legal Opinion from Civil Counsel per MCL 15.268(h).\**
2. FY 2024 Michigan Municipal Risk Management Authority (MMRMA) Contract Renewal.
3. Leelanau County Substance Misuse Coalition –
  - a. Transfer of Fiduciary Responsibility to Catholic Human Services.
  - b. Approval of Proposed RFP (Request For Proposals), Branding and Prevention Messaging Services.
4. Sheriff’s Office – FY2024 LCSO K9 Golf Outing Fundraiser.
5. Human Resources –
  - a. FY 2024 Blue Cross/Blue Shield Renewal:
    - i. Contract Renewal.
    - ii. Administration Fee.
6. Probate/Family Court – Ottawa County Juvenile Detention Bed Rental Agreement.
7. Senior Services – Acceptance of Donation.
8. Clerk –
  - a. Software Purchase, Fidar Technologies.
  - b. Equipment Purchase, ElectionSource.
9. Boards and Commissions Appointments –
  - a. Committee of the Whole Recommendations.
10. Finance Department –
  - a. Year End Adjustments.
  - b. End of Year Special Session Request.
11. Finance Committee Recommendations –
  - a. Chief Deputy County Clerk, County Clerk Stipend Request.
  - b. Proposed Amendments:
    - i. FY 2024 General Appropriations Act Resolution.\*
    - ii. FY 2024 Budget Rules.
  - c. Motor Pool Fund #661 Rental Fees Rate Increase.

**ACTION ITEMS**

8. Boards and Commissions Appointments –
  - b. Committee of the Whole Recommendations, *continued*.
  - c. Construction Board of Appeals. 2
  - d. Northern Lakes Community Mental Health Authority.
  - e. **Late Addition Request #2** – Parks and Recreation Commission Appointment, Partial Term. 3-15
10. Finance Committee Recommendations – Composition of Interview Committee for Account Clerk position.
11. Drain Commissioner – Proposed Contract Renewal, GEI Consultants, Inc.
12. Personnel Committee Recommendations.
13. Administration – DCS Technology Contract Renewal.
14. Leelanau County Energy Futures Task Force – MPSC Grant Opportunity. 16-20
15. Bay Area Transportation Authority (BATA) – Proposed Resolution on Composition of Authority Board. 21-35

**REVIEW OF FINANCIALS**

**COMMITTEE REPORTS, RECOMMENDATIONS, AND RESOLUTIONS**

**SPECIAL REPORTS BY STAFF, COMMISSIONERS, AND AFFILIATED AGENCIES**

**PUBLIC COMMENT (5 Minutes)**

**COMMISSIONER COMMENTS**

**APPROVAL OF FINANCIALS:**

- Amendments & Transfers
- Claims and Accounts
- Post Audit

**ADJOURNMENT**

**Laurel Evans**

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**Subject:** FW: Construction Board of Appeals - Second Appointment

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**From:** Amber Weber <[aweber@leelanau.gov](mailto:aweber@leelanau.gov)>  
**Sent:** Tuesday, December 5, 2023 3:36 PM  
**To:** Board of Commissioners <[boc@leelanau.gov](mailto:boc@leelanau.gov)>  
**Subject:** Construction Board of Appeals - Second Appointment

Good Afternoon Everyone,

Thank you for your time earlier today. This e-mail is to let you know that after speaking to Mr. Harry Steffens further and upon successful receipt of a copy of his past license, I would respectfully ask the County Board of Commissioners to appoint Mr. Harry Steffens to the Leelanau County Construction Board of Appeals for a five-year term expiring December 31, 2028.

Please let me know if you have any questions.

Thank you,

*Amber Weber*

Building Official  
Leelanau County Department of Building Safety  
8527 E Government Center Drive, Suite 109  
Suttons Bay, MI 49682  
(231) 256-9806

# **PARKS AND RECREATION COMMISSION (P & R)** ♦♦

**ONE SEAT OPEN** / FIVE CITIZEN MEMBERS / THREE-YEAR TERMS

Contact: [Casey Noonan](#), Chairman  
8527 E. Government Center Drive, Suttons Bay, MI 49682 231-256-9711

**Meets on the first Wednesday every month at 3:15 p.m., with the exception of July, at the above location; committee meetings are scheduled as needed.**

The Parks and Recreation Commission consists of ten (10) persons, including the Chair of the Road Commission or another road commissioner designated by the Board of County Road Commissioners; the County Drain Commissioner; the Planning Commission Chairman or his/her designee; and seven (7) other members appointed by the County Board of Commissioners. The seven appointed members may include no less than one (1) and not more than three (3) County Commissioners. This Commission oversees three County parks – Old Settler’s Picnic Grounds, Myles Kimmerly Park, including the 4-H Arena, and the Veronica Valley County Park, as well as propose park rules and regulations to the County Board of Commissioners. A complete history of appointments to this board is attached.

Last Name/First Name	Position/Category	Term Expires
Arens, John C. *	At large – citizen	December 31, 2023
Barrons, Dave	At large – citizen	December 31, 2024
Christensen, Steve	Drain Commissioner	Annually
Frerichs, Don	At large – citizen	December 31, 2024
Godbout, Charles	At large – citizen	December 31, 2024
Lautner, Melinda	Commissioner appointee	Annually
Noonan, Casey	Planning Commission Representative	Annually
Popa, John	Road Commission Representative	Annually
Ross, Kama	Commissioner appointee	Annually
Walter, F. Jon	At large – citizen	December 31, 2025

The Parks Commission’s recommendation of Mr. Arens has moved through the Executive Board meeting and is now ready for potential approval at next week’s Regular Session.

Since then, Mr. Barrons has indicated he will be retiring from the Parks Commission at the end of December. Because the County Board of Commissioners is considering their annual appointments to Boards and Commissions, it is timely that if the Parks Board wishes to have input with this appointment, now is the time to do so.

**Approved Motion:** *Motion by Lautner that the Parks and Recreation Commission recommends to the County Board of Commissioners the appointment of Keith Beduhn to the **Leelanau County Parks and Recreation Commission**, to a partial term expiring December 31, 2024. Seconded by Barrons*

**Proposed Motion:** *I move that the County Board of Commissioners appoint Keith Beduhn to the **Leelanau County Parks and Recreation Commission**, to a partial term expiring December 31, 2024. Seconded by \_\_\_\_\_.*

# PARKS AND RECREATION COMMISSION (P & R) ◆◆

ONE SEAT OPEN

 / FIVE CITIZEN MEMBERS / THREE-YEAR TERMS

Contact: [Casey Noonan](#), Chairman  
 8527 E. Government Center Drive, Suttons Bay, MI 49682 231-256-9711

## Parks and Recreation Commission (P&R)

Ten Members, Three-Year Terms

Member	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Ann Beuerle																
Patrick Hobbins																
Dottie Lanham																
David Noonan																
Chelly Roush																
Joan Tiihonen																
Shelly Yeager																
Donald Welch																
Glen Noonan (RC)																
Sara Cady																
Melinda Lautner (C)																
Steve Christensen (DC)																
Frank Hayes (PC)																
Donald Tarnowski																
Jean Watkoski (C)																
Josephine McCormick																
Dana Roman																
Greg Julian (PC)																
George Ball																
Donald Bruckman																
Jon Rutila																
Michael McManus																
Mary Coste																
Jeremy Grant																
William Bunek (C)																
Desmond Berry																
Erik Zehender																
Susan Haley																
Mary Barrows																
Sheila Campbell																
John Popa (RC)																
Ty Wessell (C)																
Casey Noonan (C)																
Clayton Ball																
Kyle Trevas																
Robert Johnson																
Bradley Saxton																
Dave Barrons																
Pat Haber																
Todd Yeomans																
Donald Frerichs																
F. Jon Walter																
Lana Schaub																
Rick Robbins (C)																
Michael E. Smith																
Charles Godbout																
John C. Arens																
Kama Ross (C)																

### Leelanau County Appointment Application to Boards/Commissions/Committees/Authorities

The Leelanau County Board of Commissioners is committed to seeking qualified and interested citizens to participate in public service through appointment to various Boards/Commissions/Committees/Authorities. To be considered for an appointment, a citizen must be a resident of Leelanau County, a registered voter of Leelanau County, and must have an application on file in the Administrator's Office. Applications will expire four (4) years from the issue date.

Please type or print legibly

Name: Keith Beduhn	Date: 11/28/22
Address: 13651 N FOREST BEACH SHORES Rd.	
Occupation: RETIRED	
Daytime Telephone: 616 821 4246	
Email Address: irakeith@hotmail.com	

- 1. Are you a resident of Leelanau County?  Yes  No
- 2. Are you a registered voter of Leelanau County?  Yes  No

Township or Village: Select One Leelanau Township

- 3. Can you regularly attend scheduled meetings? Day:  Yes  No  
Evening:  Yes  No

4. State your understanding of citizen involvement on Leelanau County Boards, Commissions, Committees, and Authorities (use page 4 if you need additional space).

Being involved with decisions benefiting the citizens of the county

5. What are your qualifications for appointment?

Past manager of Mc Donalds corp.

Operational of welding productions of manufacturing,

**RECEIVED**

NOV 28 2022

LEELANAU COUNTY  
ADMINISTRATOR

6. Please indicate below with an X any/all Boards/Commissions/Committees/Authorities you are willing to serve on. Please place two Xs on the one(s) you feel strongly about:

	X	Board/Commission/Committee/Authority	Have you served on this board in the past? Give dates.
1		<b>Area Agency on Aging of Northwest Michigan (AAA)</b> (1 member / 2 year terms)	
2		<b>Bay Area Transportation Authority (BATA)</b> (2 members / 3 year terms)	
3		<b>Benzie-Leelanau District Health Department Board of Health</b> (3 members / 2 year terms)	
4		<b>Benzie-Leelanau Environmental Health Board of Appeals</b> (3 members / 2 year terms)	
5		<b>Brownfield Redevelopment Authority (BRA)</b> (7 members / 3 year terms)	
6		<b>Construction Codes Authority Board of Appeals</b> (5 members / 5 year terms) <i>Specify the category(ies) AND list your qualifications under question #5: Select One</i>	
7		<b>Michigan Department of Health and Human Services (DHHS)</b> (2 members / 3 year terms) See Agency-specific application.	
8		<b>Land Bank Fast Track Authority (LBA)</b> (7 members / 3 year terms)	
9		<b>Northern Lakes Community Mental Health Authority (CMH)</b> (2 members / 3 year terms)	
10		<b>Northern MI Regional Entity (NMRE) Substance Use Disorder Services Policy Oversight Board</b> (1 member / 3 year term)	
11		<b>Northwest Michigan Community Action Agency (NMCAA)</b> (1 member / 3 year term - <b>COMMISSIONER APPOINTMENT</b> )	
12		<b>Northwestern Regional Airport Commission (NRAC)</b> (2 members / 3 year terms)	
13	XX	<b>Parks &amp; Recreation Commission (P &amp; R)</b> (10 members / 3 year terms)	
14	XX	<b>Planning Commission (PC)</b> (11 members / 3 year terms) <i>Specify category(ies) you qualify for AND list your qualifications for each category under question #5: Select One</i> Municipal Government, Recreation, Economic Development	
15		<b>Soil Erosion, Sedimentation and Stormwater Runoff Control Ordinance Board of Appeals (SESSRC)</b> (5 members / 3 year terms)	
16		<b>Solid Waste Council (SWC)</b> (14 members / 2 year terms) <i>Specify category(ies) you qualify for AND list your qualifications under question #5: Select One</i>	
17		<b>Veterans Affairs Administrative Committee (VA)</b> (1 member / 2 year term - must be a Veteran)	
18	X	<b>Workforce Development Board (WDB)</b> (2 members / 2 year terms) <i>Must apply with Agency specific application only.</i>	

7. List references and contact information (minimum of two):

Reference #1

William Buvet  
647 Broadway  
Suttons Bay  
231-883-7124

Reference #2

Laura Tarsa  
4755 E. White Rd.  
Cedar MI 49621

8. Are you available to attend an Open Meetings Act Training Session and a Freedom of Information Act Training Session during your first year of appointment?

Yes  No

9. Are you willing to consent to a Background Investigation?

Yes  No

10. Signature:

Keith Beluk

# Application to Leelanau County Boards and Commissions

Laurel Evans <levans@leelanau.gov>

Thu 3/2/2023 8:45 PM

To: irakeith@hotmail.com <irakeith@hotmail.com>

Dear Mr. Beduhn,

Thank you for your applying to some of the various Leelanau County boards and commissions.

You had indicated an interest in three boards, specifically with Parks and Recreation and the Planning Commission. Please review the categories listed below, and let me know if you could represent one or more –

- Agriculture
- Business
- 2 — • Economic Development
- Education
- Finance
- Legal/Real Estate
- 1 — • Municipal Government
- 3 — • Recreation
- Tourism
- Transportation

Because your application was received after last year’s deadline of October 28, it will be part of the group for review at the end of this year.

## Laurel S. Evans

Executive Assistant

**Leelanau County Administration**

8527 E. Government Center Dr., Suite #101

Suttons Bay, MI 49682

**231-256-9711** *main*

**231-256-8101** *direct*

**231-256-0120** *fax*

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### Leelanau County Appointment Application to Boards/Commissions/Committees/Authorities

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Please type or print legibly

Name: <i>Carrie Ann Sharp</i>	Date: <i>7.19.22</i>
Address: <i>50 W. Ryant Road, Maple City, MI. 49664</i>	
Occupation: <i>retired</i>	
Daytime Telephone: <i>231.313.2227</i>	
Email Address: <i>C2Lupo @ 201. Com</i>	

- 1. Are you a resident of Leelanau County?  Yes  No
- 2. Are you a registered voter of Leelanau County?  Yes  No

Township or Village: Select One *Cleveland*

- 3. Can you regularly attend scheduled meetings? Day:  Yes  No  
Evening:  Yes  No

4. State your understanding of citizen involvement on Leelanau County Boards, Commissions, Committees, and Authorities (use page 4 if you need additional space).

*It is every citizen's responsibility (in my opinion) to serve our County & Communities, whether its on a board or doing beach/road clean-up or school boards.* →

5. What are your qualifications for appointment?

*I have sat on the SWC board for a few years. I have experience serving on this board & am familiar with our goals & challenges. As a retired State Farm Employee, I have excellent communication skills & work well in groups. I am very task oriented.*

See Attachment #1 Page 4

6. Please indicate below with an X any/all Boards/Commissions/Committees/Authorities you are willing to serve on. Please place two Xs on the one(s) you feel strongly about:

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1	X	<b>Area Agency on Aging of Northwest Michigan (AAA)</b> (1 member / 2 year terms)	
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4		<b>Benzie-Leelanau Environmental Health Board of Appeals</b> (3 members / 2 year terms)	
5		<b>Brownfield Redevelopment Authority (BRA)</b> (7 members / 3 year terms)	
6		<b>Construction Codes Authority Board of Appeals</b> (5 members / 5 year terms) <i>Specify the category(ies) AND list your qualifications under question #5.</i> Select One	
7		<b>Michigan Department of Health and Human Services (DHHS)</b> (2 members / 3 year terms) <i>See Agency-specific application</i>	
8		<b>Land Bank Fast Track Authority (LBA)</b> (7 members / 3 year terms)	
9	X	<b>Northern Lakes Community Mental Health Authority (CMH)</b> (2 members / 3 year terms)	
10		<b>Northern MI Regional Entity (NMRE) Substance Use Disorder Services Policy Oversight Board</b> (1 member / 3 year term)	
11		<b>Northwest Michigan Community Action Agency (NMCAA)</b> (1 member / 3 year term - <i>COMMISSIONER APPOINTMENT</i> )	COMMISSIONER APPT
12		<b>Northwest Regional Airport Authority (NRAA)</b> (2 members / 3 year terms)	
13	X	<b>Parks &amp; Recreation Commission (P &amp; R)</b> (10 members / 3 year terms)	
14		<b>Planning Commission (PC)</b> (11 members / 3 year terms) <i>Specify category(ies) you qualify for AND list your qualifications for each category under question #5.</i> Select One	
15		<b>Soil Erosion, Sedimentation and Stormwater Runoff Control Ordinance Board of Appeals (SESSRC)</b> (5 members / 3 year terms)	
16	X X	<b>Solid Waste Council (SWC)</b> (14 members / 2 year terms) <i>Specify category(ies) you qualify for AND list your qualifications under question #5.</i> Select One	X - present
17		<b>Veterans Affairs Administrative Committee (VA)</b> (1 member / 2 year term - must be a Veteran)	
18		<b>Workforce Development Board (WDB)</b> (2 members / 2 year terms) <i>Must apply with Agency specific application only</i>	

7. List references and contact information (minimum of two):

Reference #1

Kim Kleinfelter  
891 W. Hlarke Rd.  
Maple City, MI, 49664

231.642.0832

Reference #2

Carolyn Fought  
12401 E. Freeland Rd.  
Suttons Bay, MI 49682

231.883.8327

8. Are you available to attend an Open Meetings Act Training Session and a Freedom of Information Act Training Session during your first year of appointment?

Yes  No

9. Are you willing to consent to a Background Investigation?

Yes  No

10. Signature: \_\_\_\_\_

*Cami A. Skay*

On this board it is participating in our local governing of recycling efforts/procedures for the good of our county. It's being informed & educated on practices/issues & voting on best practices for our county. I take this responsibility seriously. I also recycle responsibly & consider myself a community role model.

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Please type or print legibly

Name: <b>HARRY STEFFENS</b>	Date: <b>11-22-22</b>
Address: <b>6343 HORN RD, LAKE LEELANAU</b>	
Occupation: <b>RETIRED</b>	
Daytime Telephone: <b>231-633-9706</b>	
Email Address: <b>hsteffens@hotmail.com</b>	

1. Are you a resident of Leelanau County?      Yes      No
2. Are you a registered voter of Leelanau County?  Yes      No

Township or Village: Select One **LELAND**

3. Can you regularly attend scheduled meetings? Day:  Yes      No  
    Evening:  Yes      No

4. State your understanding of citizen involvement on Leelanau County Boards, Commissions, Committees, and Authorities (use page 4 if you need additional space).

**I SIMPLY WISH TO DO MY CITIZEN DUTY AND SERVE MY COMMUNITY IN WHATEVER POSITION I MAY BE QUALIFIED FOR**

5. What are your qualifications for appointment?

**USAF VETERAN (1967-1971), LICENSED BUILDER IN LEELANAU COUNTY (1990'S), CEMETERY SEXTON (1970'S) FOR EAST LELAND, BEECHWOOD & MAPLE LAKE, OWNER/OPERATOR OF: LAKE LEELANAU SHELL (1975), STEFFENS RESORT SERVICE (1972-1997)**

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6	X	<b>Construction Codes Authority Board of Appeals</b> (5 members / 5 year terms) <u>Specify the category(ies) AND list your qualifications under question #5: Select One</u> Building	
7		<b>Michigan Department of Health and Human Services (DHHS)</b> (2 members / 3 year terms) See Agency-specific application	
8		<b>Land Bank Fast Track Authority (LBA)</b> (7 members / 3 year terms)	
9		<b>Northern Lakes Community Mental Health Authority (CMH)</b> (2 members / 3 year terms)	
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11		<b>Northwest Michigan Community Action Agency (NMCAA)</b> (1 member / 3 year term - <b>COMMISSIONER APPOINTMENT</b> )	
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13	X	<b>Parks &amp; Recreation Commission (P &amp; R)</b> (10 members / 3 year terms)	
14	X	<b>Planning Commission (PC)</b> (11 members / 3 year terms) <u>Specify category(ies) you qualify for AND list your qualifications for each category under question #5: Select One</u> Housing	
15		<b>Soil Erosion, Sedimentation and Stormwater Runoff Control Ordinance Board of Appeals (SESSRC)</b> (5 members / 3 year terms)	
16		<b>Solid Waste Council (SWC)</b> (14 members / 2 year terms) <u>Specify category(ies) you qualify for AND list your qualifications under question #5: Select One</u>	
17	X	<b>Veterans Affairs Administrative Committee (VA)</b> (1 member / 2 year term - must be a Veteran)	
18		<b>Workforce Development Board (WDB)</b> (2 members / 2 year terms) <i>Must apply with Agency specific application only</i>	

7. List references and contact information (minimum of two):

Reference #1 DAVID KIESSEL  
3024 N. KORSON  
SUTTONSBAY, MI 49682 Ph 231-357-0642

Reference #2 JIM KOBBERSTAD  
799 JONSET SHORES  
LAKE LEECLANAU, MI 49653

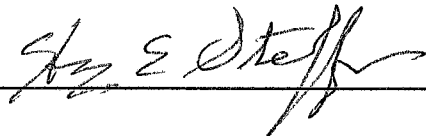
8. Are you available to attend an Open Meetings Act Training Session and a Freedom of Information Act Training Session during your first year of appointment?

Yes  No

9. Are you willing to consent to a Background Investigation?

Yes  No

10. Signature: \_\_\_\_\_



## Laurel Evans

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**Subject:** FW: Energy Futures Task Force Grant

-----Original Message-----

From: Joe DeFors <deforsj@gmail.com>

Sent: Friday, December 1, 2023 1:38 PM

To: Deborah Allen <dallen@leelanau.gov>

Cc: Russ Packard <russ.packard@sbcglobal.net>; Ty Wessell <ty.wessell@gmail.com>

Subject: Energy Futures Task Force Grant

Deb, I'm so glad I was able to reach you this afternoon. To briefly summarize our conversation. The Clean Energy Projects workgroup of the Energy Futures task force has identified what we believe might be an excellent grant opportunity that we would like to discuss with you and Ty.

As context, this workgroup has been looking for opportunities where the county might employ clean energy to both save costs and also role model clean energy solutions for the larger county community. One project we've investigated is a solar array to supply a good portion of the electrical needs for the government center.

We've already been working with a professional solar installer to create a very rough project design and cost estimate. Depending on many as yet not determined details, in very rough numbers this project looks to be something between \$1M-\$1.5M.

We have also been studying an early notice of a coming grant from the Michigan Public Service Commission, "Renewable Energy and Electrification Infrastructure Enhancement and Development Grant." After careful study we know the County is eligible to apply, and that the grant could pay 100% of the costs to develop and implement our project concept.

The actual application period is expected to begin on December 21, and end on Feb 21 of 2024. This is not a great deal of time, especially considering the holidays.

Russ Packard, the workgroup head, and I (a task force co-chair) would like to meet with you and Ty Wessel at your earliest convenience. In particular we'd like to discuss three things. First, to take the measure of your support for such a project. Second, (presuming your support) we would need introductions to others in the County we'd need to move forward with gaining more specific details needed for project design and the application. And finally, to discuss a strategy and timing for moving through necessary approvals from the commission to move forward.

The timeline is short, but if we get moving we believe this may actually operate to our advantage.

Thanks, Joe DeFors  
Leelanau County Energy Futures Taskforce





## MPSC

# Renewable Energy and Electrification Infrastructure Enhancement and Development Grant

## Public Act

[Public Act 119 of 2023](#), section 1005, pages 16, 281-282 require the Michigan Public Service Commission (MPSC or Commission) to develop a Renewable Energy and Electrification Infrastructure Enhancement and Development grant program (Renewable Energy EIED) for businesses, nonprofit organizations, local units of government and tribal governments for the purpose of planning, developing, designing, acquiring, or constructing renewable energy and electrification infrastructure projects.

## Stakeholder Input

The MPSC has drafted a request for proposals (RFP) for the Renewable Energy EIED Grant. Interested stakeholders are being asked to review the [draft RFP](#), and provide comments by 5:00pm **Thursday, November 30, 2023**. Electronic comments may be e-mailed to [LARA-MPSC-RE-EIEDGRANT@michigan.gov](mailto:LARA-MPSC-RE-EIEDGRANT@michigan.gov).

Stakeholder comments on the [draft RFP](#) will be reviewed and considered when finalizing the RFP.

## RFP Process

The MPSC will strive to publicly post a request for proposals (RFP) on this webpage by **December 21, 2023**. Once posted, there will be two opportunities for interested entities to submit clarifying questions on the content of the RFP.

# Timeline for Inquiries

Inquiry Stage	Date
Inquiries Due (round one)	January 11, 2024
Responses to Inquiries	January 18, 2024
Inquiries Due (round two)	January 26, 2024
Responses to Inquiries	February 5, 2024

Inquiries must be submitted via the Renewable Energy EIED Grant email address: [LARA-MPSC-RE-EIEDGRANT@michigan.gov](mailto:LARA-MPSC-RE-EIEDGRANT@michigan.gov). Responses to all inquiries will be posted on this webpage on the dates provided in the timeline for inquiries.

## Proposal Submission

The MPSC welcomes all technologies, project sizes, and locations to apply, consistent with the language outlined in [Public Act 119 of 2023](#).

The deadline to submit a grant project proposal is **February 21, 2024**. All proposals must be submitted via email to [LARA-MPSC-RE-EIEDGRANT@michigan.gov](mailto:LARA-MPSC-RE-EIEDGRANT@michigan.gov).

In addition, per [Public Act 119 of 2023](#), the MPSC must allow all applications for this grant to be reviewed by business interests, nonprofit organizations, local units of government, tribal governments, environmental groups, and other interested parties directly affected by the proposals. To meet this requirement, it is the MPSC's intent to post all applications, unredacted, to this grant webpage on **February 28, 2024**. The mandated review and comment period will begin and last 45 days in length, followed by a 15-day period in which the applicant has the ability to modify their proposal, if desired, based on the comments received. The final deadline for revised or modified proposals is **April 29, 2024**. Modified proposals must be submitted to [LARA-MPSC-RE-EIEDGRANT@michigan.gov](mailto:LARA-MPSC-RE-EIEDGRANT@michigan.gov) and the email should explain that the proposal has been modified. Modified proposals will be posted to the grant webpage.

## Final Award

The grant period is expected to begin **November 15, 2024** and end no later than **August 15, 2026**. The amount available for this Renewable Energy and Electrification Infrastructure Enhancement and Development Grant is \$21,300,000.00. The grant amounts awarded will be at the discretion of the MPSC.

The MPSC may consider awarding up to 10% of the funding available to planning grants.

From the total amount of funding for grants awarded for electric vehicle fast-charging infrastructure, 25% of the total amount must be allocated for infrastructure that provides charging at a power level of 350 kilowatts or less and 75% of the total amount must be allocated for infrastructure that provides charging at a power level of more than 350 kilowatts.

## Estimated Timeline for Grant RFP Process and Award

RFP Stage	Date
RFP Issue Date	December 21, 2023
Inquiries Due (round one)	January 11, 2024
Responses to Inquiries Posted	January 19, 2024
Inquiries Due (round two)	January 26, 2024
Responses to Inquiries Posted	February 5, 2024
Proposals Due	February 21, 2024
Proposals Posted Publicly	February 28, 2024
Public Comment Period End Date	April 12, 2024

Modified Proposals Due	April 29, 2024
Modified Proposals Posted Publicly	May 1, 2024
Anticipated Grant Start Date	November 15, 2024
Grant Project Completion Date	August 15, 2026

## Questions

For questions, please contact [LARA-MPSC-RE-EIEDGRANT@michigan.gov](mailto:LARA-MPSC-RE-EIEDGRANT@michigan.gov).

## Join the Renewable Energy and Electrification Infrastructure Enhancement and Development Grant Mailing List

To sign up for updates or to access your subscriber preferences, please enter your contact information below.

Email Address

Submit



### Renewable Energy and Electrification Infrastructure Enhancement and Development Grant

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RICHARD D. McNULTY

December 7, 2023

*Attorney/Client Privilege*

Deb Allen, County Administrator  
Leelanau County Government Center  
8527 E. Government Center Dr., Suite 101  
Suttons Bay, MI 45682

*Sent Via E-Mail*

*Re: BATA Appointment Issue*

Dear Ms. Allen:

This is in response to your request for an opinion on whether Grand Traverse County's proposed appointment of a second County Commissioner to the Bay Area Transportation Authority (BATA) Board of Directors, in the capacity of a County resident, constitutes a breach of the Interlocal Agreement, or otherwise constitutes an incompatibility of office. Notably, at the Grand Traverse County Board of Commissioner's meeting on December 6, 2023, the Board instructed the ad hoc committee reviewing appointments to BATA to continue interviewing and the opening has been reposted.

It is our understanding that the Grand Traverse County Board of Commissioners is considering a sub-committee's proposal to appoint a County Commissioner to one of the seats on the BATA Board intended for a "resident of the County." A Grand Traverse County Commissioner previously serving in what is now an ex officio position would have resigned that seat on the BATA Board, which would allow the Grand Traverse County Board to appoint another Commissioner to fill the vacancy in that ex officio seat. The Grand Traverse County Board thereafter may consider appointing the Commissioner who had resigned from the BATA Board to the BATA Board in his capacity as a resident of the County.

This issue arises upon the BATA Board's request to the Leelanau County Board of Commissioners to adopt a Resolution requesting that the Grand Traverse County Board of Commissioners reject its subcommittee's proposal to appoint a second County Commissioner to the BATA Board to one of the seats intended for a County resident. The BATA Board has expressed its opinion that the Interlocal Agreement governing BATA limits the number of County Commissioners that may be appointed to the BATA Board, and requests that the Leelanau County Board of Commissioners formally adopt that position as well.

As more fully set forth below, it is our opinion that the Grand Traverse County Board's appointment of a second Commissioner to the BATA Board, in the capacity of a County resident, does not constitute a breach of the Interlocal Agreement, nor does it result in an incompatibility of office.

Under Art. IV of the BATA Articles of Incorporation, Grand Traverse County appoints four members of the BATA Board. Pursuant to Art. X of the Articles of Incorporation, members of the BATA Board must be adult residents of the public entity appointing them. Further, "Board members may be elected or appointed officials of a political subdivision."

The appointment of members of the BATA Board is governed by the Interlocal Agreement entered into on August 15, 2023, between Grand Traverse County, Leelanau County, and BATA (copy attached). According to Sec. 3 of the Interlocal Agreement, "**each County shall appoint a County Commissioner** to serve as a member of the BATA Board for a term running concurrent with their elected term on the County Commission (the "Ex Officio Members)." (*Emphasis added*). The other Grand Traverse County Board appointees to the BATA Board must be residents of the County, two of which must reside in the urban areas of the County, and one of which must reside in a rural area. Although the County Board is required to consider the BATA Board's input in making its appointments, the County Board is not constrained by it.

The proposed Resolution presented by the BATA Board for adoption by the Leelanau County Board of Commissioners acknowledges that Sec. 3 of the Interlocal Agreement calls for a County Commissioner to be appointed by each County to serve in an ex officio capacity. However, the proposed Resolution also states that the Interlocal Agreement includes language providing "that no more than one county commissioner from each county could be appointed to or serve on the BATA Board at any given time."

No such limiting language appears in the Interlocal Agreement. The proposed Resolution would have the Leelanau County Board of Commissioners aver "that the subcommittee's recommended slate of appointments to the BATA Board is contrary to the text and spirit of the recently-approved Agreement and would constitute a breach thereof." The proposed appointments by the Grand Traverse County Board are not contrary to the Interlocal Agreement and would not constitute a breach of that Agreement.

The Grand Traverse County Board's appointment of a second County Commissioner to the BATA Board would not result in an incompatibility of office. Generally, an incompatibility exists where the dual offices are in a supervisory or subordinate relationship to each other, MCL 15.181(1)(b)(i) and (ii), or where the dual officeholding results in a breach of duty of public office, i.e., when a public official holding dual offices cannot protect, advance, or promote the interest of both offices simultaneously. MCL 15.181(1)(b)(iii). A breach of duty typically arises where a dual officeholder is on both sides of a contract or contractual negotiations.

A County Commissioner's service on the BATA Board does not constitute an incompatibility of office. There is no supervision or subordination between the two positions, nor does service on both the County Board and the BATA Board result in a breach of public duty. MCL 15.181 *et seq.* Regardless, the two Counties that created BATA were statutorily authorized by MCL 124.456 to adopt Articles of

Incorporation that included the power to state the composition and method of selecting its governing body and officers.

Further, the Interlocal Agreement expressly provides for the appointment of a County Commissioner as a member of the BATA Board to serve in an ex officio capacity. The Interlocal Agreement was entered under the Urban Cooperation Act, which statute allows members of the governing body of a party to the Interlocal Agreement to be appointed to the separate legal entity responsible for the joint exercise of powers. See MCL 124.507(1). The Interlocal Agreement here requires the appointment of a County Commissioner, and thus there is no incompatibility of office.

Neither does the appointment of a second County Commissioner to a seat on the BATA Board intended for residents of the County constitute a breach of the Interlocal Agreement, so long as the other eligibility requirements are met. There is nothing in the Interlocal Agreement that would preclude the Grand Traverse County Board from appointing a County Commissioner to one of the seats on the BATA Board intended for a resident of the County. The same is true for Leelanau County in the event it selects a second Commissioner to serve in the seat reserved for a County resident. Note that the Leelanau residency seat is not limited to urban/rural as are two of Grand Traverse County Representatives.

In summary, there is no legal impediment to the appointment of a County Commissioner to one of the seats on the BATA Board intended for a resident of the County, in addition to the appointment of a Commissioner to the ex officio seat. There is thus no legal basis for the Leelanau County Board of Commissioners to adopt the Resolution presented to it by the BATA Board for adoption which includes the inaccurate conclusion alleging this action to be in breach of the terms of the Interlocal Agreement.

Please contact us if you have any questions.

Sincerely,

COHL, STOKER & TOSKEY, P.C.

*/s/Mattis D. Nordfjord*

*/s/Timothy M. Perrone*

MDN/TMP/nam

Enclosure

cc: w/enc Leelanau County Board of Commissioners

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## INTERLOCAL AGREEMENT

**THIS INTERLOCAL AGREEMENT** is entered into this 15th day of August, 2023, between **GRAND TRAVERSE COUNTY** (“Grand Traverse”), **LEELANAU COUNTY** (“Leelanau”) and **BATA** (“BATA”), collectively, “the Parties.”

**WHEREAS**, this Interlocal Agreement is entered into pursuant to the Urban Cooperation Act of 1967, MCL 124.501, *et. seq.*;

**WHEREAS**, BATA was formed under the Public Transportation Authority Act, 1986 PA 196 (MCL 124.451 *et seq.*) by the filing of Articles of Incorporation; and

**WHEREAS**, on February 23, 2023, the BATA Board of Directors approved amended Articles of Incorporation and amended Bylaws and Rules of Procedure; and

**WHEREAS**, the parties desire to establish and define the rights, responsibilities, and obligations of the Parties regarding the composition of the BATA Board of Directors, including the number of members, membership eligibility, and the appointment of members, and intend that the BATA Articles of Incorporation and Bylaws and Rules of Procedure be further amended as necessary to be consistent with this Agreement as provided below.

**THEREFORE**, for and in consideration of the covenants contained herein, the parties mutually agree as follows:

1. **Political Subdivision Membership**. The Political Subdivision Members of BATA are Grand Traverse County and Leelanau County. No new Political Subdivision Members shall be permitted unless approved by resolution from the governing bodies of Grand Traverse County and Leelanau County.
2. **BATA Board Composition and Mission**. The BATA Board of Directors shall be composed of 7 members, comprised of 4 members appointed by majority vote of the Grand Traverse County Board of Commissioners, 2 members appointed by majority vote of the Leelanau County Board of Commissioners (collectively these 6 members appointed by the Grand Traverse County Board of Commissioners and the Leelanau County Board of Commissioners are the “County Representatives”), and 1 At-Large member appointed by a 2/3rds supermajority of the BATA Board (the “At-Large Representative”). Upon appointment, Board members shall exercise sound judgment and shall endeavor to make informed decisions that carry out the purposes of BATA as established in the BATA Articles of Incorporation.
3. **Board Appointments**.
  - a. Each County shall appoint a County Commissioner to serve as a member of the BATA Board for a term running concurrent with their elected term on the County Commission (the “Ex Officio Members”).



- b. All other members of the BATA Board shall be appointed for three-year terms. The members currently serving on the BATA Board shall continue serving until the term end date that was designated at the time of their initial appointments. For any member appointed or reappointed after the date of this Agreement, excluding the Ex Officio Members, the term shall end on September 30 of the third year of the members appointed term, even if the member has not served a full three years as of that date. The purpose of moving to a September 30 end date is to align with BATA's fiscal year.
  - c. The County Representatives appointed to the BATA Board by the Leelanau County Board of Commissioners and the Grand Traverse County Board of Commissioners shall be residents of their respective Counties.
  - d. Two of the County Representatives from Grand Traverse County must reside in the urban areas of the County, which are the areas within the jurisdictional boundaries of the proposed metropolitan planning organization (MPO), as shown on the attached **Exhibit A**. Of the remaining two, one must reside in a rural area (*i.e.*, an area outside of the boundaries depicted in **Exhibit A**).
  - e. The At-Large Representative may be a resident of either Grand Traverse County or Leelanau County.
  - f. In appointing the At-Large Representative, the BATA Board shall give consideration to the factors described in the attached **Exhibit B**.
  - g. Prior to making any appointment to BATA, the appointing County shall solicit input from the BATA Board regarding the types of expertise and experience that would be most useful to the BATA Board given its current composition, with reference to the factors described in the attached **Exhibit B**. The appointing County shall consider such input in making the appointment but shall not be constrained by it.
4. **Changes in Board Composition or Membership Eligibility.** For so long as this Agreement remains in effect, any change to the BATA Board composition as expressed in Section 2 or to BATA Board member eligibility as expressed in Section 3 requires the approval of a 2/3rds supermajority of the BATA Board and is contingent upon subsequent ratification by a majority of both the Grand Traverse County Board of Commissioners and the Leelanau County Board of Commissioners to be effective.
5. **Executive Director, Capital Improvements and At-Large.** For so long as this Agreement remains in effect, the following actions will require a 2/3rds supermajority of the BATA Board:

- a. The appointment or rescission of appointment without cause of the BATA Executive Director; and
- b. Approval or cancellation of capital improvement projects with a total project value of \$1,000,000.00 or more; and
- c. The appointment or rescission of appointment for the At-Large Representative.

6. **Removal of Board Members.**

- a. Leelanau and Grand Traverse each have the power, acting through their respective Boards of Commissioners, to remove the County Representatives it appointed to the BATA Board from the BATA Board pursuant to MCL 46.11(n).
- b. The BATA Board may remove the At-Large Representative from the BATA Board if, in the Board's opinion, such member is incompetent to execute properly the duties of the office or if, on charges and evidence, the Board is satisfied that the member is guilty of official misconduct, or habitual or willful neglect of duty, and if the misconduct or neglect is a sufficient cause for removal. However, the member shall not be removed for that misconduct or neglect unless charges of misconduct or neglect are presented to the BATA Board or the Chair of the BATA Board, notice of a hearing, with a copy of the charges, is delivered to the member, and a full opportunity is given the member to be heard, either in person or by counsel.
- c. Leelanau and Grand Traverse hereby agree not to remove any current County Representative to the BATA Board from the Board on the basis that such member voted in favor of the amendments to the BATA Articles of Incorporation and BATA Bylaws and Rules of Procedure that were adopted on February 23, 2023. To the extent not prohibited by law, all such County Representatives to the BATA Board are intended third-party beneficiaries of this Agreement with respect to the protection from removal provided by this subsection. If any Party attempts to remove any such member in breach of this subsection, that Party shall be in material breach of this Agreement and any non-breaching Party shall be entitled to terminate this Agreement immediately upon written notice to the other Parties.

7. **Dispute Resolution.** The Parties shall use reasonable efforts to resolve any dispute arising under this Agreement within thirty (30) days of the date of a notice from any party regarding a term of this Agreement. Each party may designate representatives to meet to address the dispute and will work cooperatively to schedule this meeting.

8. **Notices.** The Parties will send, by first class mail or via the email listed below (or the email for the successor individual holding the position), all correspondence and written notices required or permitted by this Agreement to the following addresses:
- a. BATA: Kelly Dunham  
BATA Executive Director  
3233 Cass Rd.  
Traverse City, Michigan 49684  
[dunhamk@bata.net](mailto:dunhamk@bata.net)
  - b. Leelanau County: Deborah Allen  
Leelanau County Administrator  
8527 E. Government Center Dr.  
Suttons Bay, Michigan 49682  
[dallen@leelanau.gov](mailto:dallen@leelanau.gov)
  - c. Grand Traverse County: Nate Alger  
County Administrator  
Grand Traverse County  
400 Boardman Ave., Traverse City, MI 49684  
[nalger@gtcountymi.gov](mailto:nalger@gtcountymi.gov)
9. **Implementation.** The Parties agree to implement the necessary steps to amend the BATA Articles of Incorporation and BATA Bylaws and Rules of Procedure to be consistent with this Agreement.
10. **No Impact or Impairment of Law.** Nothing in this Agreement shall be construed as having any impact on or impairment of any Federal, State or local law, including but not limited to the Public Transportation Authority Act, and any statutory procedures for the removal of appointees by County Boards of Commissioners, except as expressly addressed in Section 6.c.
11. **Term and Termination.** This Agreement shall remain in effect for so long as BATA remains in existence and operation or until: (1) the Agreement is terminated as provided in Section 6.c; or (2) the Agreement is amended by a written document signed by all Parties, by and through their duly authorized representatives.
12. **Non-Discrimination.** The Parties agree that they will not discriminate against any employee or applicant for employment (with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment) because of race, color, age, sex, religion, national origin, height, weight, marital status, disability, political affiliation, familial status, veteran status, or other characteristic protected by law.

The Parties shall adhere to all applicable Federal, State and local laws, ordinances, rules and regulations and policies prohibiting discrimination, including, but not limited to, the following:

- A. The Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended.
- B. The Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended.
- C. Section 504 of the Federal Rehabilitation Act of 1973, P.L. 93-112, 87 Stat. 355, as amended, and regulations promulgated thereunder.
- D. The Americans with Disabilities Act of 1990, P.L. 101-336, 104 Stat 327 (42 USC §12101 *et seq.*), as amended, and regulations promulgated thereunder.

Breach of this section shall be regarded as a material breach of this Agreement.

- 13. **Waivers**. No failure or delay on the part of any of the Parties to this Agreement in exercising any right, power or privilege hereunder shall operate as a waiver thereof nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege. Moreover, and without limitation, nothing herein shall be construed to limit to any party the defense of governmental immunity.
- 14. **Third-Party Beneficiaries**. Other than as provided in Section 6.c., this Agreement is not intended to be a third-party beneficiary contract and confers no rights on anyone other than the Parties hereto.
- 15. **Invalid Provisions**. If any clause or provision of this Agreement is rendered invalid or unenforceable because of any State or Federal statute or regulation or ruling by any tribunal of competent jurisdiction, that clause or provision shall be null and void, and any such invalidity or unenforceability shall not affect the validity or enforceability of the remainder of this Agreement. It shall be considered to be deleted and the remainder of this Agreement shall not be affected thereby. Where the deletion of the invalid provision would result in the illegality and/or unenforceability of this Agreement, this Agreement shall be considered to have terminated as of the date in which the provision was rendered invalid or unenforceable.
- 16. **Entire Agreement**. This Agreement is the complete and exclusive statement of the agreement between the Parties with respect to the subject matter thereof and supersedes all prior negotiations, representations, proposals, agreements, and other communications between the Parties either oral or written with respect to the subject matter thereof.
- 17. **Controlling Law**. This Agreement shall be governed in accordance with the laws of the State of Michigan applicable to contracts entered into and wholly to be performed within the State of Michigan.

18. **Interpretation of Voting Thresholds.** All voting requirement thresholds provided in this Agreement shall be calculated based on the number of members that are: (1) appointed and serving at the time the vote occurs; and (2) eligible to vote on the matter in question.
19. **Construction of Agreement.** This Agreement will be deemed to have been jointly drafted the Parties. Any asserted ambiguity may not be construed against any party.
20. **Certification.** The individuals signing this Agreement on behalf of the Parties certify by their signature that they are authorized to sign this Agreement on behalf of the party for whom they are signing and by doing so does hereby bind the party to the terms of this Agreement.

**GRAND TRAVERSE COUNTY**

*Rob Hentschel*                      7/21/23  
 Rob Hentschel, Chair                      Date  
 Grand Traverse County Board of Commissioners

**BATA**

*Richard Cochran*                      8-10-2023  
 Richard Cochran, Chair                      Date  
 BATA Board of Directors

**LEELANAU COUNTY**

\_\_\_\_\_  
 Ty Wessell, Chair                      Date  
 Leelanau County Board of Commissioners

APPROVED AS TO FORM FOR COUNTIES OF GRAND TRAVERSE  
 AND LEELANAU;  
 COHL, STOKER & TOSKEY, P.C.  
 By:        MATTIS D. NORDFJORD  
 On:        July 13, 2023

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18. **Interpretation of Voting Thresholds.** All voting requirement thresholds provided in this Agreement shall be calculated based on the number of members that are: (1) appointed and serving at the time the vote occurs; and (2) eligible to vote on the matter in question.
19. **Construction of Agreement.** This Agreement will be deemed to have been jointly drafted the Parties. Any asserted ambiguity may not be construed against any party.
20. **Certification.** The individuals signing this Agreement on behalf of the Parties certify by their signature that they are authorized to sign this Agreement on behalf of the party for whom they are signing and by doing so does hereby bind the party to the terms of this Agreement.

**GRAND TRAVERSE COUNTY**

Rob Hentschel      7/26/23  
 Rob Hentschel, Chair      Date  
 Grand Traverse County Board of Commissioners

**BATA**

\_\_\_\_\_  
 Richard Cochrun, Chair      Date  
 BATA Board of Directors

**LEELANAU COUNTY**

Ty Wessell      8/15/23  
 Ty Wessell, Chair      Date  
 Leelanau County Board of Commissioners

APPROVED AS TO FORM FOR COUNTIES OF GRAND TRAVERSE AND LEELANAU: COHL, STOKER & TOSKEY, P.C. By:      MATTIS D. NORDEFJORD On:      July 13, 2023
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**Exhibit A**  
**MPO Boundaries**

**Map 1: Census Urbanized Area**



**Table 1: MPA Commuter Patterns**

<i>Civil Division</i>	<i>Percent of Workers Who Worked Outside of Civil Division</i>	<i>Percent of Commuters, Commute Time to Work 15 - 29 Minutes</i>
Acme Township	75.3%	43.8%
Blair Township	82.1%	59.8%
East Bay Charter Twp.	72.5%	52.9%
Garfield Charter Twp.	67.0%	41.1%
Green Lake Township	74.0%	51.0%
Long Lake Charter Twp.	88.4%	61.1%
Peninsula Township	70.1%	40.8%
City of Traverse City	43.4%	35.1%
Whitewater Township	80.1%	41.8%
Elmwood Charter Twp.	83.6%	58.9%
Bingham Township	89.2%	50.2%

US Census Bureau 2021 ACS Data



**Exhibit B**  
**Competencies, Traits, and Skills for Board members.**

<b>General Competencies and Traits Expected for all Board Members</b>	<b>Description</b>
Integrity	<i>We expect board members to have the highest ethical standards, a commitment to sound financial stewardship, and an understanding of and adhere to the “duty of loyalty” from well-established public or private nonprofit corporation law.</i>
Sound judgment	<i>We expect board members to demonstrate objectivity, adhering to the “duty of care” when deliberating and making decisions on behalf of the organization.</i>
Commitment to the organization’s mission, values and vision	<i>We expect board members to understand and support our purpose, goals, culture, and operating philosophy. Board members champion our organization through proactive communication and representation in the community.</i>
Willingness to devote sufficient time to Board work	<i>We expect board members to understand and commit to their duties as outlined in the Board Roles and Responsibilities Policy and By-laws.</i>
Leadership	<i>Board members have demonstrated leadership in other community activities and are willing to consider leadership roles in board activities and committees.</i>
Strong community ties	<i>Board members are reflective of the communities/populations we serve and are generally respected community members.</i>
Strong communication skills	<i>Board members have demonstrated abilities to listen and speak, effectively practicing the art of “appreciative inquiry” at meetings and events. Members consistently demonstrate respectful and productive communication habits.</i>
Support for meaningful diversity on the Board	<i>Board members support diversity of thought, race, ethnicity, gender, socio-economic status, age, and other indicators reflective of our communities.</i>
Consensus-building	<i>Board members are expected to work toward consensus, using debate and discussion to build a culture of mission-based decision-making.</i>
Visionary	<i>Board members demonstrate vision for the role of public transit, and promote the growth and progress of BATA’s region.</i>
Systems Thinking	<i>Board members are expected to have some experience in complex systems, with an understanding of how to consider long-term or wide-ranging ramifications in their deliberations and decision-making, as well as an understanding of effective collaboration with other organizations.</i>

<b>Additional Competencies or Skill Sets that may be <u>considered individually</u> for a well-rounded board team</b>	<b>Description</b>
Financial Acuity	<i>An understanding of and experience with financial and accounting principles.</i>
Organizational Performance Acuity	<i>An understanding of and experience with the fundamentals of performance metrics, LEAN, accountability systems, or similar principles.</i>
Marketing and Communications Acuity	<i>An understanding of and experience with media, marketing, and effective communication approaches.</i>
Group Facilitation skills	<i>An understanding and experience with getting every voice heard in an objective, productive and non-threatening manner. This is particularly important for those who aspire to chair the Board.</i>
Experience on other public board(s)	<i>An understanding of the unique needs, roles and characteristics of a public service organization.</i>
Thought leader in the community	<i>An ability to positively influence others in the community – those who will speak on our behalf and get others to support the organization.</i>
Executive experience	<i>An understanding of, and some experience with the challenges of leadership in a complex organization.</i>
Public Transit Knowledge and/or Transportation Experience	<i>A base of knowledge about and experience with transportation systems in general and public transit specifically.</i>
Geographic Diversity	<i>An even distribution of geographical differences across our jurisdiction: cities and villages, suburban townships, and rural townships.</i>

In addition, the BATA Board will strive to maintain membership that will allow the Board to be comprised of at least one representative of each of the following:

- City of Traverse City
- BATA rider or rider representative
- Multi-modal transportation representative (e.g., TART, Norte, or Groundworks)
- Urban township representative (*i.e.*, Garfield, East Bay, Acme, Elmwood)
- Rural township representative

**Leelanau County Resolution #2023-\_\_**  
**A Resolution to \_\_\_\_\_**

**WHEREAS**, on August 15, 2023, Grand Traverse County, Leelanau County, and the Bay Area Transportation Authority (“BATA”), entered into an interlocal agreement to define their respective rights, responsibilities, and obligations regarding the composition of the BATA Board of Directors, including the number of members, membership eligibility, and the appointment of members (the “Agreement”); and

**WHEREAS**, the interlocal agreement was the product of months of negotiation and was intended to resolve an ongoing dispute regarding the composition of the Board; and

**WHEREAS**, during the negotiation process, representatives of both Leelanau County and BATA indicated that the negotiated agreement must include language providing — consistent with past practice — that no more than one county commissioner from each county could be appointed to or serve on the BATA Board at any given time; and

**WHEREAS**, the Agreement incorporates this request by providing in section 3 that the BATA Board shall include, as an *ex officio* member, 1 county commissioner from each county; and

**WHEREAS**, on November 30, 2023, a subcommittee of the Grand Traverse County Board of Commissioners formally recommended that two Grand Traverse County Commissioners be simultaneously appointed to the BATA Board for terms beginning in January, notwithstanding the language in section 3 of the Agreement;

**NOW, THEREFORE, BE IT RESOLVED**, that the subcommittee’s recommended slate of appointments to the BATA Board is contrary to the text and spirit of the recently-approved Agreement and would constitute a breach thereof; and

**FURTHER, BE IT RESOLVED**, that the Leelanau County Board of Commissioners respectfully requests that the Grand Traverse County Board of Commissioners reject the subcommittee’s recommendation and appoint a slate of nominees to the BATA that is consistent with the terms of the Agreement.