

# AGENDA

## COUNTY SERVICES COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw MI 48602

**Wednesday, March 6, 2024 - 4:00 p.m.**

Members: Michael Webster – Chair, Dennis Krafft – Vice-Chair, Denny Harris, Gerald Little, Christopher Boyd

Others: Administrator, Finance Director, Civil Counsel, Board Staff, *Media*

- I. Call to order
- II. Welcome
- III. Correction/Approval of Minutes (***February 7, 2024 - Attached***)
- IV. Public Comment (*Speakers limited to 3 minutes*)
- V. Agenda

1. **Tom Miller Jr., Executive Vice President, Saginaw Future Inc.**, re:

- **3-19-2** Submitting its first quarter report (Oct. 1, 2023 – Dec. 31, 2023) and request for \$43,898 in performance-based funding pursuant to the Fourth Amendment of the Saginaw County and Saginaw Future Services Agreement (*Board Report*)
- **3-19-3** Submitting the Economic Development Corporation of Saginaw County's 2023 Annual Report pursuant to Section 23 of PA 388 of 1974 as amended, as well as its 2024 meeting calendar, list of EDC officers and members, and a request to appoint Brian Keeler for a six-year term (*Receive & File/Appointment*)

2. **Jamie Furbush, President/CEO, Frankenmuth Chamber of Commerce**, re:

- **3-19-4** Submitting the completed audit for fiscal year ending September 30, 2023 (*Receive & File*)

3. **Ray Ogden, CAO; Erik Rodriguez, Workforce Development Chair; and Vaughn Begick, Consortium Board Chair, GLBMW!**, re:

- **3-19-5** Requesting approval of Kristen Wenzel as the new Chief Executive Officer of Great Lakes Bay Michigan Works! effective as soon as possible

- VI. Miscellaneous
- VII. Adjournment

# MINUTES

## COUNTY SERVICES COMMITTEE

**DRAFT**

111 S. Michigan Ave., Room 200, Saginaw MI 48602

**Wednesday, February 7, 2024 - 4:00 p.m.**

Present: Michael Webster – Chair, Dennis Krafft – Vice-Chair, Denny Harris, Christopher Boyd  
Absent: Gerald Little  
Others: Mary Catherine Hannah, Dave Gilbert, Richard Spitzer, Brian Wendling, Alissiana Scott, Suzy Koeplinger, Marissa Sawdon and Catherine Hicks

- I. Call to order ---**Webster at 4:08 p.m.**
- II. Welcome
- III. Correction/Approval of Minutes (**January 10, 2024**)  
---**Moved by Krafft, seconded by Harris, to approve. Motion carried.**
- IV. Public Comment (*Speakers limited to 3 minutes*) ---**None**
- V. Agenda
  1. **Brian Wendling, Public Works Commissioner**, re:
    - **2-20-4** Submitting the 2023 Drain Annual Report for review – Attached and On File  
---**Moved by Krafft, seconded by Harris, to receive and file. Motion carried.**  
(Receive & File)
  2. **INFORMATIONAL COMMUNICATIONS (To be Received & Filed in Committee)**
    - **2-20-5** **BUENA VISTA CHARTER TOWNSHIP** submitting a Notice of its 2024 – 2028 Parks and Recreation Master Plan adopted by resolution by its Board of Trustees on January 22, 2024  
---**Moved by Krafft, seconded by Boyd, to receive and file. Motion carried.**  
(Receive & File)
  3. **Dennis Krafft, Chairman, HWB Airport Board**, re:
    - **2-20-9** Requesting approval of (1) Professional Services Contract and up to \$4,500 for engineering services to be performed in relation to the rehabilitation of Taxiways C, D & E; and (2) Land Lease between Saginaw County and MBW Aviation LLC to allow for the construction of a 100' x 200' building/hangar  
---**Moved by Krafft, seconded by Boyd, to approve (1) the Professional Services Contract. Motion carried.**  
---**Moved by Boyd, seconded by Harris, to approve (2) the Land Lease. Motion carried.** (Board Report)
- VI. Miscellaneous
  - **Commissioner Spitzer was invited to address the committee regarding county opposition to Public Act 233 – signed into law in late 2023 to “fast-track” the development of renewable energy projects. Commissioner Harris informed the committee that the MAC Agriculture & Tourism committee reviewed this issue and most, if not all counties, are adopting resolutions in support of Citizens for Local Choice on this issue.**

***---Moved by Krafft, seconded by Harris, to approve the draft Resolution expressing support for the Citizens for Local Choice Ballot Initiative. Motion carried. (Resolution 2024-3) (Information on file)***

VII. Adjournment ***---Moved by Harris, seconded by Boyd, to adjourn. Motion carried; time being 4:45 p.m.***

Respectfully Submitted,  
Michael Webster, Committee Chair  
Suzy Koeplinger, Committee Clerk



www.SaginawFuture.com

COUNTY SERVICES

February 28, 2024

3-19-2

RECEIVED  
SAGINAW COUNTY  
BOARD OF COMMISSIONERS  
2024 FEB 28 PM 5:29

Chairman Christopher Boyd  
County Board of Commissioners  
111 S. Michigan Avenue  
Saginaw, MI 48602

Dear Chairman Boyd,

We are writing to provide our first quarter report, October 1<sup>st</sup> 2023, through December 31<sup>st</sup> 2023, to the Saginaw County Board of Commissioners. This report complies with the Fourth Amendment to the Saginaw County and Saginaw Future Services Agreement.

This amendment includes performance-based funding metrics to address job creation, new investment and government contracts awarded. Each of these items is attached to a formula with the potential to earn out the balance of the \$200,000 denoted in the agreement for Saginaw Future.

During the October 1<sup>st</sup> 2023 through December 31<sup>st</sup> 2023 quarter, SFI performed in each category and is requesting \$43,898 as per the attached report. We look forward to reviewing this information with the Saginaw County Services Committee.

Sincerely,

JoAnn Crary, CEcD, FM, HLM  
President

Cc: Tom Miller, Jr.

Board of Directors

Seth Perigo  
Chair

Kevin Albosta\*  
Vice Chair

Tim Hausbeck\*  
Secretary/Treasurer

Dan Dralle\*  
Past Chair

JoAnn Crary\*  
President

Veronica Horn\*

Tim Morales\*

Michael Webster\*

Kyle Bandlow

Paul Furlo

Gavin Goetz

Jennifer Geno

AB Ghosh

Mary Catherine Hannah

Shane Hunt

Kristen Karwat

Torrie Lee

Kyle McCree

Angie Miller

Kathy Moodie

Brenda Moore\*\*

Mark Pinkerton

Justin Pomerville

Bridget Smith

Eric Snidersich

Jim Terry

Greg Turner

Kristen Wenzel\*\*

Chad Wurtzel

\* Executive Committee

\*\*Ex Officio Member

515 N. Washington Avenue, 3rd Floor • Saginaw, MI 48607 P 989.754.8222

W GreatLakesBaySites.com GreatLakesTechnologyPark.com facebook.com/SaginawFuture

# Saginaw Future Inc. 1<sup>st</sup> Quarter

County Report	2023-2024 Goal County Metric	1 <sup>st</sup> Qtr Performance Oct – Dec, 2023	2 <sup>nd</sup> Qtr Performance Jan – Mar, 2024	3 <sup>rd</sup> Qtr Performance Apr -Jun, 2024	4 <sup>th</sup> Qtr Performance Jul - Sep, 2024	YTD Total
Investment	\$125,000,000	\$43,938,976				\$43,938,976
Jobs To Be Created	400	139				139
Government Contracts	\$28,500,000	\$1,858,955				\$1,858,955

EXPANSIONS/RETENTION	Investment	Jobs Created	Jobs Retained
Nexteer Automotive	\$33,000,000	-	-
Morley Companies, Inc.	-	96	-
United Way of Saginaw County	\$50,000	-	-
Cignys	-	7	-
Saginaw Art Museum	\$42,000	-	-
Fullerton Tool Company	\$1,765,196	2	
Endurance Carbide	\$1,231,780	-	-
Umbra	\$1,500,000	26	-
<b>TOTAL</b>	<b>\$37,588,976</b>	<b>131</b>	

NEW BUSINESS START-UP/ATTRactions	Investment	Jobs Created	Jobs Retained
Don Angelo Academy	\$350,000	8	-
VA RG Development WRG	\$6,000,000	-	-
<b>TOTAL</b>	<b>\$6,350,000</b>	<b>8</b>	

# Saginaw Future Inc. 1<sup>st</sup> Quarter

Saginaw  
Future Inc  
Quarterly  
Results Report

<u>Category</u>	<u>Goal</u>	<u>1st Quarter</u>	<u>2nd Quarter</u>	<u>3rd Quarter</u>	<u>4th Quarter</u>	<u>Total YTD Goals</u>	<u>Balance (Excess)</u>
New Investment	\$125,000,000	\$43,938,976				\$43,938,976	\$81,061,024
Job Creation	400	139				139	261
Government Contracts	\$28,500,000	\$1,858,955				\$1,858,955	\$26,641,045
<u>Category</u>	<u>Funding</u>	<u>1st Qtr Earned Amount</u>	<u>2nd Qtr Earned Amount</u>	<u>3rd Qtr Earned Amount</u>	<u>4th Qtr Earned Amount</u>	<u>Total Requested</u>	<u>Balance</u>
New Investment	\$60,000	\$21,091				\$21,091	\$38,909
Job Creation	\$60,000	\$20,850				\$20,850	\$39,150
Government Contracts	\$30,000	\$1,957				\$1,957	\$28,043
	\$150,000	\$43,898				\$43,898	\$106,102

3-19-3

February 28, 2024

Chairman Christopher Boyd  
Saginaw County Board of Commissioners  
111 S. Michigan Avenue Saginaw, MI 48602

RECEIVED  
SAGINAW COUNTY  
BOARD OF COMMISSIONERS  
2024 FEB 28 PM 5:25

Chairman Boyd:

Enclosed please find the 2023 Annual Report for the Economic Development Corporation of the County of Saginaw, which is prepared under Section 23 of Public Act 388 of 1974, as amended.

In accordance with this Act, we are filing a copy of this report with the Michigan Economic Development Corporation and will publish the report in the Saginaw News.

Also, enclosed is the 2024 meeting calendar, a list of the Economic Development Corporation officers and members. Please note the following term for Mr. Herbert Spence III will expire on April 1, 2024 and the Economic Development Corporation Board strongly recommended the appointment of Mr. Brian Keeler, Vice President, Pre-construction at Spence Brothers to a six-year term in his place. Mr. Keeler recently completed his second term on the SFI Board.

Should you have any questions, please feel free to contact me at (989) 757-2106.

Sincerely,

JoAnn Crary,  
President Saginaw Future Inc.

**ECONOMIC**

**DEVELOPMENT**

**CORPORATION**

**ANNUAL REPORT**

---

**FISCAL YEAR END JANUARY 31, 2024  
PRESENTED TO THE BOARD OF COMMISSIONERS - COUNTY OF SAGINAW**



**ECONOMIC DEVELOPMENT CORPORATION  
FINANCIAL REPORT  
FEB. 1, 2023 - JAN. 31, 2024**

---

Balance as of February 1, 2023 \$ 94,363.83

**REVENUES:**

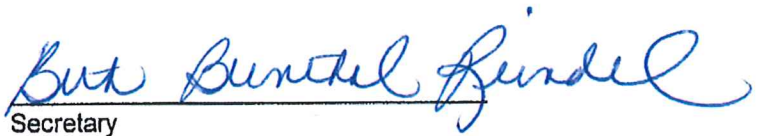
Rents & leases	\$ 29,826.24	
Interest earned	-	
Total Revenues		29,826.24

**EXPENDITURES:**

Per diems (Board members)	900.00	
Per diem taxes	21.41	
Legal services	-	
Marketing	4,425.25	
Grounds Care	3,200.00	
Bank service charges	-	
Taxes - Special assessments	21,962.75	
Total Expenditures		<u>30,509.41</u>

**Balance as of January 31, 2024** **\$ 93,680.66**

I, Beth Bernthal-Reindel, the duly qualified and acting Secretary of the Economic Development Corporation of the County of Saginaw, Saginaw County, Michigan, do hereby certify that the foregoing is a true and complete copy of the State of Revenues and Expenditures as of January 31, 2024 approved by the Board of Directors at their meeting on February 21, 2024, the original of which is on file in my office.

  
Secretary

**FINANCIAL REPORT AS OF JANUARY 31, 2024**

\*\*\*Items in bold added in the current year

Income to Date:

<u>Revenues (detailed to date):</u>	<u>Date</u>
A. Frank B & T (New Century Bank); Merrill Project (Appl. & Fin. Fees)	\$ 1,350.00
B. Birch Run Welding & Fabrication, Inc. (Appl. & Fin. Fees)	\$ 1,000.00
C. Long John Silver's (Appl. & Fin. Fees)	\$ 500.00
D. Second National Bank (Blumfield Project cancelled Appl. & Fin. Fees)	\$ 500.00
E. Roosevelt Lee, Inc. (Refund due to jurisdiction Appl. & Fin. Fees)	\$ 500.00
F. Golden Triangle Corp.	\$ 500.00
G. Agri-Sales Inc. (Appl. & Fin. Fees)	\$ 500.00
H. Clark-Lift (Appl. & Fin. Fees)	\$ 500.00
I. Muehlenbeck (Appl. & Fin. Fees)	\$ 1,521.50
J. Sarath, Luntz (Appl & Fin. Fees)	\$ 7,800.00
K. Best Products (Appl. & Fin Fees)	\$ 11,900.00
L. Stevens Van Lines (Appl. & Fin. Fees)	\$ 500.00
M. Ann Arbor Moving & Storage, Inc. (Appl. & Fin. Fees)	\$ 2,000.00
N. Manley Invest. Hotel Project (Appl. & Fin. Fees)	\$ - \$ 500.00
O. S & S Custom Plastics, Inc. (Appl. & Fin. Fees)	\$ 977.90
P. Hemlock Elevator Co. Inc. (Appl. & Fin. Fees)	\$ 500.00
Q. Hehr International (Appl. & Fin. Fees)	\$ 8,449.49
R. Alfe Heat Treating, Inc. (Appl. & Fin. Fees)	\$ - \$ 19,239.28
S. Hehr International (Fin. Fees)	\$ 3,646.65
T. Misc. Revenue & Refunds Renewable Energy Refund	\$ 2,396.76
U. Auburn Bean & Grain (Appl. Fee)	\$ 500.00
V. Peace Lutheran (Appl. & Fin. Fees)	\$ 8,750.00
W. BGI	\$ 9,700.00
X. Interest Earned to Date	\$ 33,873.95
Y. Ferro-Met/Rifkin project fund close out	\$ 14,852.59
<b>Faucher Farm Rent income from Trinklein</b>	<b>\$ 232,949.58</b>
Z. Fullerton Tool Purchase Tech Park	\$ 1.00
 <b>TOTAL REVENUES</b>	 <b><u>\$ 365,408.70</u></b>

**FINANCIAL REPORT AS OF JANUARY 31, 2024**

**\*\*\*Items in bold added in the current year**

Expenses to Date:

Expenditures (detailed to date):

A. Checks	\$	590.76
B. <b>Per Diem to Board</b>	\$	<b>57,175.00</b>
C. Refund	\$	500.00
D. Seminars & Training	\$	6,226.80
E. Publications	\$	5,605.80
F. Travel	\$	170.44
G. Service Charges	\$	2,798.26
H. Past Member Cert.	\$	529.30
I. Legal Fees	\$	14,882.19
J. Meetings	\$	134.86
K. <b>Per Diem Taxes</b>	\$	<b>1,525.10</b>
L. <b>Renewable Energy Park Property Expenses</b>	\$	<b>31,146.13</b>
M. Publication Expense	\$	432.50
N. Fullerton Tool Purchase due to SOM	\$	1.00
O. <b>Great Lakes Tech Park marketing/legal</b>	\$	<b>67,110.63</b>
P. <b>Taxes (Special assessments)</b>	\$	<b>44,611.50</b>

**TOTAL EXPENDITURES TO DATE** \$ 233,440.27

**Balance as of JANUARY 31, 2024** \$ 131,968.43

Respectfully,

---

Timothy M Novak  
Saginaw County Treasurer

### Fiscal Year 2023 Summary

2023	Expenses										Income		
	Per diems (Board members)	Per diem taxes	Legal services	Grounds Care	Marketing	Bank service charges	Special assessments	Taxes-	Total	Rents & leases	Interest	Total	
Feb	-	-	-	-	-	-	-	9,143.83	9,143.83	-	-	-	
Mar	-	-	-	-	-	-	-	225.25	225.25	-	-	-	
Apr	-	-	-	-	225.25	-	-	-	-	21,664.00	-	21,664.00	
May	-	-	-	-	-	-	-	-	-	-	-	-	
Jun	600.00	21.41	-	-	-	-	-	-	621.41	-	-	-	
Jul	-	-	-	-	-	-	-	-	-	-	-	-	
Aug	-	-	-	-	-	-	-	-	-	-	-	-	
Sep	-	-	-	3,200.00	3,600.00	-	-	-	6,800.00	-	-	-	
Oct	-	-	-	-	-	-	-	-	-	-	-	-	
Nov	-	-	-	-	-	-	-	-	-	-	-	-	
Dec	-	-	-	-	-	-	-	-	-	-	-	-	
Jan	300.00	-	-	-	600.00	-	-	12,818.92	13,718.92	8,162.24	-	8,162.24	
<b>Totals</b>	<b>900.00</b>	<b>21.41</b>	<b>-</b>	<b>3,200.00</b>	<b>4,425.25</b>	<b>-</b>	<b>-</b>	<b>21,962.75</b>	<b>30,509.41</b>	<b>29,826.24</b>	<b>-</b>	<b>29,826.24</b>	

ECONOMIC DEVELOPMENT CORPORATION OF THE COUNTY OF SAGINAW  
February 21, 2024  
MEETING MINUTES

Chairman Hanley called the meeting to order at 1:30 p.m. on Wednesday, February 21, 2024 at 515 N. Washington, Commerce Tower.

**ROLL CALL**

**Members Present:** Michael Hanley, Tim Novak, Michael Pisarczyk, Marilyn Sawyer, Beth Bernthal, Dave Sommers, Michael Webster, and Bob Weise

**Members Excused:** Seth Perigo, Herb Spence, and Gerald Kariem

**Others Present- SFI Staff:** Rachel Morneau, JoAnn Crary, Greg LaMarr, and Tim Dempsey

**APPROVAL OF MINUTES – January 17, 2024**

Mr. Hanley called for a motion to accept the January 17, 2023, meeting minutes. **A motion was made by Pisarczyk supported by Weise to approve the minutes as presented. Motion Carried.**

**APPROVAL OF 2024 Calendar**

Mr. Hanley called for a motion to accept the EDC 2024 meeting calendar. **A motion was made by Pisarczyk supported by Novak to approve the EDC 2024 meeting calendar as presented. Motion Carried.**

**ELECTION OF OFFICERS**

Mr. Hanley Relinquished the Chair to Ms. Crary for the election of officers. Ms. Crary provided a list of current officers including Michael Hanley, Chairman, Herb Spence, Vice Chairman, Beth Bernthal, Secretary and Tim Novak, Treasurer. She also informed the board that the current Vice Chair, Herb Spence has a term that will expire and he will not seek re-election as he is transitioning to retirement. She asked for any nominations for the election of officers. **A motion was made by Pisarczyk, supported by Novak to nominate Michael Hanley as Chair, Michael Webster as Vice Chair, Beth Bernthal as Secretary and Tim Novak as Treasurer and cast a unanimous ballot for the slate of officers. Motion Carried.**

**TERM EXPIRATION**

Ms. Crary again shared that member Herb Spence has a term that will expire on April 1, 2024. Mr. Spence has asked that the EDC Board consider recommending Brian Keeler, Executive VP, Preconstruction at Spence Brothers to fill the seat. She informed the board that Mr. Keeler had served for six years on the SFI Board and completed his term in 2023. Chairman Hanley requested a motion to recommend the nomination of Brian Keeler to the Chairman of the Saginaw County Board of Commissioners. **A motion was made by Novak, supported by Sawyer. Motion Carried.**

**TREASURER'S REPORT**

Mr. Novak reviewed the Treasurer's report with the Board. Novak explained to the board that the County has decided to take a different route this year when paying the special assessments on the 4 Thomas Twp properties owned by the EDC. The farmer who is leasing the properties paid the Winter 2023 bills in full for the parcels ending in 1002-003, 1002-002, 1001-003. He missed paying the parcel ending in 4003-004. The total amount EDC owes for the special assessments comes to \$12,818.92. The

County has decided to pay the entire Winter 2023 tax bill for the parcel ending in 4003-004 in the amount of \$4,656.68 and then apply the balance of \$8,162.24 to his rent that he is due to pay in the next couple of months. **A motion was made by Novak to approve the Treasurer's report, supported by Webster. Motion carried.**

#### **APPROVAL OF EXPENSES**

- a. Approval of expenditures to publish EDC Annual Report in the Saginaw News/MLive, (approximately \$250.00)

**A motion was made by Novak, supported by Webster to approve payment for publishing the EDC report in the Saginaw News.**

#### **OTHER UPDATES**

Mr. Miller provided a brief update regarding a water pooling issue at the Great Lakes Tech Park. Mr. Miller recommended that the EDC fund the maintenance work needed to resolve the tech park water pooling issue. **A motion was made by Novak, supported by Pisarczyk, for the EDC to fund the maintenance work to resolve the tech park water pooling.**

Ms. Crary provided an update on the request to the MEDC to allow Saginaw Control & Engineering to exercise its option on the adjacent property. The MEDC has closed out the grant and requiring that any property sale must pay market rate. Ms. Crary explained that there is currently a \$1 option on the property. The EDC Board authorized her to request the opinion of Dickenson Wright.

#### **ADJOURN**

**Noting no further business, a motion was made by Pisarczyk, supported by Sawyer, to adjourn the meeting at 1:49 p.m. Motion Carried.**

**ECONOMIC DEVELOPMENT CORPORATION  
OF THE COUNTY OF SAGINAW  
BOARD MEMBERSHIP LIST**

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	<u>TERM EXPIRES</u>		<u>TERM EXPIRES</u>
Michael Hanley-Chair 203 S. Bates Saginaw, MI 48603 (989) 793-4765 (989) 798-3903 (c) <a href="mailto:michael-hanley@sbcglobal.net">michael-hanley@sbcglobal.net</a>	April 1, 2027	Beth Bernthal-Secretary 217 Parker Frankenmuth, MI 48734 (989) 652-4572 (248) 808-4635 (c) <a href="mailto:bethanybernthal@yahoo.com">bethanybernthal@yahoo.com</a>	April 1, 2026
Tim Novak-Treasurer County Treasurer 111 S. Michigan Ave. Saginaw, MI 48602 (989) 790-5230 <a href="mailto:tnovak@saginawcounty.com">tnovak@saginawcounty.com</a>	April 1, 2027	Michael Webster-Vice Chair 218 Superior Saginaw, MI 48602 989-799-7150 <a href="mailto:michael.webster@charter.net">michael.webster@charter.net</a>	April 1, 2025
Michael Pisarczyk Morgan Stanley Associate Morgan Stanley Wealth Management 4760 Fashion Sq. Blvd. Saginaw, MI 48604 (989) 791-7682 office <a href="mailto:Mike.pisarczyk@morganstanley.com">Mike.pisarczyk@morganstanley.com</a>	April 1, 2027	Seth Perigo 1545 Midland Rd Bay City MI 48706 (989) 757-2099 (989) 798-4351 (c) <a href="mailto:Seth.perigo@huntington.com">Seth.perigo@huntington.com</a>	April 1, 2028
Marilyn Sawyer 1317 East Outer Drive Saginaw, MI 48601 (989) 777-1942 <a href="mailto:Msaginaw5@aol.com">Msaginaw5@aol.com</a>	April 1, 2027	<p><b>MEMBERSHIP:</b> Nine Member Corporation</p> <p><b>PER DIEM:</b> \$50/meeting</p> <p><b>TERMS:</b> Six Years</p>	
Herb Spence- Vice Chair Spence Brothers P. O. Box 1568 Saginaw, MI 48605 (989) 752-0400 <a href="mailto:herbspence3@spencebrothers.com">herbspence3@spencebrothers.com</a>	April 1, 2024	<p>For questions and information board members should call Saginaw Future Inc. (989) 754-8222</p> <p>Meetings are held at: Saginaw Future Inc. 515 N. Washington, 3<sup>rd</sup> Floor Saginaw, MI 48607</p>	
Gerald Kariem 1368 Allendale drive Saginaw, MI 48638 989-239-4426 <a href="mailto:gkariem@uaw.net">gkariem@uaw.net</a>	April 1, 2029	<p><u>TEMPORARY TECH PARK DIRECTORS</u> Dave Sommers 3664 N. River Road Freeland, MI 48623 <a href="mailto:davidsommers@charter.net">davidsommers@charter.net</a></p> <p>Bob Weise 9135 Greenway Drive, K-163 Saginaw, MI 48609 <a href="mailto:robertweise750@yahoo.com">robertweise750@yahoo.com</a></p>	

# COUNTY SERVICES

## Frankenmuth®

CHAMBER OF COMMERCE AND  
CONVENTION & VISITORS BUREAU

Frankenmuth Chamber of Commerce and  
Convention & Visitors Bureau  
635 South Main Street  
Frankenmuth, MI 48734  
(989) 652-6106

3-19-4

February 28, 2024

Commissioner Michael Webster, Chairman  
County Services Committee  
Saginaw County Board of Commissioners  
111 South Michigan Ave.  
Saginaw, MI 48602

RECEIVED  
SAGINAW COUNTY  
BOARD OF COMMISSIONERS  
2024 FEB 28 PM 2:59

Dear Chairman Webster:

Please consider this request to submit the recently completed audit, fiscal year ending September 30, 2023, of the Frankenmuth Convention & Visitors Bureau. The audit was presented at the Frankenmuth CVB Board Meeting on February 15, following our Annual Meeting in January.

We kindly request our submission be considered for your March 6, 2024 County Services Committee Meeting agenda. Attached is an electronic version of the audit. Upon request, we would be happy to bring hard copies to the Commission Office as well.

Thank you for your consideration.

Sincerely,



Jamie Furbush  
President/CEO



**FRANKENMUTH CONVENTION & VISITORS BUREAU, INC.**  
**Frankenmuth, Michigan**

**FINANCIAL STATEMENTS**  
**September 30, 2023**



**Gardner | Provenzano  
Thomas & Luplow**

**CERTIFIED PUBLIC ACCOUNTANTS**

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# Gardner | Provenzano Thomas & Luplow

CERTIFIED PUBLIC ACCOUNTANTS

Frederick C. Gardner  
Giacamo Provenzano  
Heather A. Thomas  
Brett A. Luplow

## INDEPENDENT AUDITOR'S REPORT

January 23, 2024

To the Board of Director's  
of Frankenmuth Convention & Visitors Bureau, Inc.  
Frankenmuth, Michigan

### Opinion

We have audited the accompanying financial statements of Frankenmuth Convention & Visitors Bureau, Inc. (a nonprofit organization), which comprise the statements of financial position as of September 30, 2023 and 2022, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Frankenmuth Convention & Visitors Bureau, Inc. as of September 30, 2023 and 2022, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

### Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Frankenmuth Convention & Visitors Bureau, Inc. and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Frankenmuth Convention & Visitors Bureau, Inc.'s ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

### Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing

To the Board of Director's  
of Frankenmuth Convention & Visitors Bureau, Inc.  
Page Two

standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements. In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Frankenmuth Convention & Visitors Bureau, Inc.'s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Frankenmuth Convention & Visitors Bureau, Inc.'s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

*Gardner, Proromyano, Thomas & Luplow, P.C.*

Certified Public Accountants  
Saginaw, Michigan

FRANKENMUTH CONVENTION & VISITORS BUREAU, INC.  
 STATEMENTS OF FINANCIAL POSITION  
 SEPTEMBER 30, 2023 AND 2022

	2023	2022
<u>Assets</u>		
Current Assets		
Cash accommodation tax	\$ 1,505,226	\$ 910,040
Cash PA 59 assessment	1,115,121	1,164,031
Accommodation tax receivable	481,268	439,496
PA 59 assessment receivable	259,711	249,224
Receivables	147,225	54,530
Prepaid expenses	80,284	341,024
Total Current Assets	3,588,835	3,158,345
Non Current Assets		
Equipment	436,610	26,638
Vehicle	26,406	-
Less accumulated depreciation	(79,923)	(26,638)
Net Property and Equipment	383,093	-
Total Assets	\$ 3,971,928	\$ 3,158,345
<u>Liabilities and Net Assets</u>		
Current Liabilities		
Accounts payable	\$ 31,040	\$ 53,885
Due to Chamber	36,841	34,752
Members payments received in advance	100,771	90,635
Total Current Liabilities	168,652	179,272
Net Assets		
Without donor restrictions	3,803,276	2,979,073
Total Liabilities and Net Assets	\$ 3,971,928	\$ 3,158,345

The accompanying notes are an integral part of these financial statements.

FRANKENMUTH CONVENTION & VISITORS BUREAU, INC.  
 STATEMENTS OF ACTIVITIES  
 FOR THE YEARS ENDED SEPTEMBER 30, 2023 AND 2022

	2023	2022
Revenue and support		
Accommodation tax revenue	\$ 1,575,539	\$ 1,454,205
PA 59 assessment	873,148	821,157
Membership dues	47,533	42,242
Co-op marketing	103,063	82,073
Pavilion display	18,000	17,999
Holiday celebration	119,270	47,790
Ice rink admissions, rental, merchandise	218,335	212,881
Ice rink sponsorships	161,000	266,778
Bavarian bargains	19,299	21,336
Guide book	900	-
Interest income	2,636	874
Miscellaneous	12,356	5,455
Total Revenue and Support	3,151,079	2,972,790
Expenses		
Program expense		
Advertising and promotion	2,044,513	2,144,574
Supporting		
Management and general	282,363	201,815
Total Expense	2,326,876	2,346,389
Change in net assets	824,203	626,401
Net Assets Without Donor Restrictions, Beginning	2,979,073	2,352,672
Net Assets Without Donor Restrictions, Ending	\$ 3,803,276	\$ 2,979,073

The accompanying notes are an integral part of these financial statements.

FRANKENMUTH CONVENTION & VISITORS BUREAU, INC.  
STATEMENTS FUNCTIONAL EXPENSES  
FOR THE YEARS ENDED SEPTEMBER 30, 2023 and 2022

	2023			2022		
	Advertising and Promotion	Management and General	Total	Advertising and Promotion	Management and General	Total
Administrative reimbursement	\$ 399,579	\$ 244,903	\$ 644,482	\$ 251,305	\$ 167,536	\$ 418,841
Telephone	2,381	1,459	3,840	1,944	1,296	3,240
Internet	16,890	10,352	27,242	16,474	10,982	27,456
Dues and subscriptions	9,611	5,890	15,501	8,927	5,951	14,878
General meetings	893	548	1,441	1,148	765	1,913
Travel and mileage	567	347	914	352	235	587
Automobile expense	4,117	2,524	6,641	4,881	3,255	8,136
Convention	26,659	16,340	42,999	17,693	11,795	29,488
Depreciation	56,279	-	56,279	91,836	-	91,836
Holiday celebration	55,144	-	55,144	-	-	-
Ice rink	236,376	-	236,376	328,889	-	328,889
Maps/publications	43,664	-	43,664	27,932	-	27,932
Co-op marketing	114,476	-	114,476	116,661	-	116,661
Bavarian bargains	29,699	-	29,699	24,803	-	24,803
Advertising	784,173	-	784,173	995,311	-	995,311
Guidebook	57,204	-	57,204	38,282	-	38,282
Member services	171,170	-	171,170	179,720	-	179,720
Response mailing	28,789	-	28,789	26,222	-	26,222
Miscellaneous	6,842	-	6,842	12,194	-	12,194
Total Expense	\$ 2,044,513	\$ 282,363	\$ 2,326,876	\$ 2,144,574	\$ 201,815	\$ 2,346,389

The accompanying notes are an integral part of these financial statements.

FRANKENMUTH CONVENTION & VISITORS BUREAU, INC.  
STATEMENTS OF CASH FLOWS  
FOR THE YEARS ENDED SEPTEMBER 30, 2023 AND 2022

	2023	2022
Cash flows from operating activities		
Change in net assets	\$ 824,203	\$ 626,401
Adjustments to reconcile net cash by operating activities:		
Depreciation	56,279	-
Changes in operating assets which provided (used) cash		
Receivables	(144,954)	52,208
Due from the Chamber	-	62,232
Prepaid expenses	260,740	(186,065)
Membership dues collected in advance	10,136	(83,420)
Due to the Chamber	2,089	1,137
Accounts payable	(22,845)	23,978
Net cash provided (used) by operating activities	985,648	496,471
Cash flows from investing activities		
Purchase of fixed asset	(439,372)	-
Net cash used in investing activities	(439,372)	-
Net increase (decreases) in cash and cash equivalents	546,276	496,471
Cash and cash equivalents, beginning of year	2,074,071	1,577,600
Cash and cash equivalents, end of year	\$ 2,620,347	\$ 2,074,071
Supplemental disclosure of cash flow information		
Cash accommodation tax	\$ 1,505,226	\$ 910,040
Cash PA 59 assessment	1,115,121	1,164,031
Total cash	\$ 2,620,347	\$ 2,074,071
Interest paid	\$ 750	\$ -

The accompanying notes are an integral part of these financial statements.



FRANKENMUTH CONVENTION & VISITORS BUREAU, INC.  
NOTES TO FINANCIAL STATEMENTS

NOTE 1-Nature of Activities and Significant Accounting Policies

Nature of Activities and Concentration of Revenue Source

The Frankenmuth Convention & Visitors Bureau, Inc. (the "Bureau") is a segment of the Frankenmuth Chamber of Commerce and Convention & Visitors Bureau (a Michigan non-profit corporation). The mission of the Frankenmuth Chamber of Commerce and Convention & Visitors Bureau is to promote Frankenmuth and the prosperity of all businesses in the community through a unified organization. To promote cooperation and unity in the community, foster "gemütlichkeit," and nurture our Bavarian Heritage.

The Bureau is a non-profit corporation which derives a substantial amount of its operating revenue from membership dues, accommodation taxes and assessments collected from hotel and motel facilities in the City and Township of Frankenmuth. Its activities and resulting operating costs involve promoting conventions and tourism for the City and Township of Frankenmuth.

Basis of Accounting

The financial statements have been prepared on the accrual basis of accounting in accordance with U.S. generally accepted accounting principles.

Use of Estimates

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires the use of management's estimates. Actual results could differ from those estimates.

Financial Statement Presentation

The Bureau is required to report information regarding its financial position and activities according to two classes of net assets: without donor restrictions and with donor restrictions.

Net Assets Classifications

Net assets without donor restrictions are available for use at the discretion of the Board of Directors (the Board) and/or management for general operating purposes. The Board may designate a portion of these assets for a specific purpose which makes them unavailable for use at management's discretion.

Net assets with donor restrictions consist of assets whose use is limited by donor-imposed, time and/or purpose restrictions. At September 30, 2023 and 2022 the Bureau did not have any net assets with donor restrictions.

FRANKENMUTH CONVENTION & VISITORS BUREAU, INC.  
NOTES TO FINANCIAL STATEMENTS

Contributions

The Bureau reports gifts of cash and other assets as revenue with donor restrictions if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, the net assets are reclassified as net assets without donor restriction and reported in the consolidated statements of activities as net assets released from restrictions.

Some net assets with donor restrictions may include a stipulation that assets provided be maintained permanently (perpetual in nature) while permitting the Bureau to expend the income generated by the assets in accordance with the provisions of additional donor imposed stipulations or a Board approved spending policy.

Cash and Cash Equivalents

Cash consists of two commercial checking accounts and three savings accounts maintained in two financial institutions located in Frankenmuth, Michigan. Deposits for the commercial checking accounts and savings accounts are insured by the Federal Deposit Insurance Corporation and the National Credit Union Administration up to \$250,000. At September 30, 2023 and 2022, the Bureau's bank balances for all accounts were \$2,639,652 and \$2,286,579, respectively. At September 30, 2023, \$946,116 was insured and \$1,693,536 was uninsured. At September 30, 2022, \$943,852 was insured and \$1,342,727 was uninsured. Management believes the Bureau is not exposed to any significant interest rate or other financial risk on these accounts.

For the purpose of the statement of cash flows, the Bureau considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents. There were no cash equivalents at September 30, 2023 and 2022.

Receivable and Payables – Frankenmuth Chamber of Commerce

Transactions between the Frankenmuth Convention & Visitors Bureau and the Frankenmuth Chamber of Commerce are representative of lending/borrowing arrangements; amounts outstanding at the end of the fiscal year are referred to as either an account receivable or an account payable and are not interest bearing. At September 30, 2023, and 2022 the Bureau owed the Chamber \$36,841, and \$34,752, respectively for a portion of member dues.

FRANKENMUTH CONVENTION & VISITORS BUREAU, INC.  
NOTES TO FINANCIAL STATEMENTS

Accounts Receivable

Management periodically reviews accounts receivable for collectability. At September 30, 2023 and 2022, all accounts receivable were deemed collectible.

Equipment

Equipment is stated at cost. Donated equipment is valued at fair market value. The cost of new additions and major replacements are capitalized based upon the discretion of the president. Maintenance, repairs and minor replacements are charged to expense as incurred.

Depreciation

Depreciation is computed using the straight-line method over the related assets' estimated useful lives, which range from 5 to 15 years. For the year ended September 30, 2023 depreciation expense was \$56,279. At September 30, 2022, all assets were fully depreciated and, therefore, no depreciation expense was charged for the year.

Functional Allocation of Expenses

The costs of providing the Bureau's various programs and supporting services have been reported on a functional basis in the statement of activities. Indirect costs have been allocated between the various programs and supporting services based on time estimates made by management. Although the methods of allocation used are considered appropriate by management, other methods could be used that would produce a different amount.

Income Taxes

The Bureau is exempt from federal income taxes under Section 501(c)(6) of the Internal Revenue Code and classified by the Internal Revenue Service as other than a private foundation. The Bureau files a consolidated 990 with the Frankenmuth Chamber of Commerce.

Related Party Transaction - Administrative Reimbursement

Administrative reimbursement is a management estimate and includes salaries, fringes, equipment repairs and other maintenance expenses for a shared office building and staff. These amounts are paid by the Frankenmuth Chamber of Commerce and are reimbursed by the Bureau on a monthly basis based on management's estimate of the expenses. This estimate is based on a verbal agreement between the Frankenmuth Convention & Visitors Bureau and the Frankenmuth Chamber of Commerce and is based on budgeted expenses for the year. The administrative reimbursement paid to the Chamber for the years ended September 30, 2023 and 2022 was \$644,482, and \$418,841, respectively.

FRANKENMUTH CONVENTION & VISITORS BUREAU, INC.  
NOTES TO FINANCIAL STATEMENTS

Advertising

The Bureau charges the costs of advertising to expense as incurred. The Bureau incurred advertising expenses for the years ended September 30, 2023 and 2022 in the amounts of \$784,173 and \$995,311, respectively.

NOTE 2-Lease

In December of 2019, the Bureau entered into a vehicle lease with monthly payments of approximately \$399 per month for 42 months through May of 2023. The amount expensed under the lease for the year ended September 30, 2023 and 2022 was \$3,188 and \$4,783, respectively.

NOTE 3-Economic Dependence

The Bureau receives a substantial amount of its support from accommodation tax revenue and PA 59 assessments. If a significant reduction in the level of this funding were to occur, the Bureau's program and activities may be affected.

NOTE 4-Property and Equipment

The changes in property and equipment are as follows:

	Balance 10/1/2022	Additions	Disposals	Balance 9/30/2023
Equipment	\$ 26,638	\$ 412,966	\$ 2,994	\$ 436,610
Vehicle	-	26,406	-	26,406
Total	26,638	439,372	2,994	463,016
Less Accumulated depreciation	(26,638)	(56,279)	(2,994)	(79,923)
Net Property and Equipment	<u>\$ -</u>	<u>\$ 383,093</u>	<u>\$ -</u>	<u>\$ 383,093</u>

NOTE 5-Accommodation Tax

Accommodation taxes are collected by Saginaw County and are expended as required according to the Accommodation Tax Ordinance.

NOTE 6-PA 59 Assessments

Assessments collected under PA 59 are collected by owners of hotels and motels in the City of Frankenmuth and are expended as required by Public Act 59.

NOTE 7-Evaluation of Subsequent Events

The Bureau has evaluated subsequent events through January 23, 2024, the date which the financial statements were available to be issued.

FRANKENMUTH CONVENTION & VISITORS BUREAU, INC.  
NOTES TO FINANCIAL STATEMENTS

NOTE 8-Liquidity and Availability of Financial Assets

The following reflects the Bureau's financial assets as of the balance sheet date, reduced by amounts not available for general use because of contractual or donor-imposed restrictions within one year of the balance sheet date.

	<u>2023</u>	<u>2022</u>
Assets at year end	\$ 3,971,928	\$ 3,158,345
Less those unavailable for general expenditures within one year:		
Property and Equipment	(383,093)	-
Assets available to meet cash needs for general expenditures within one year	<u>\$ 3,588,835</u>	<u>\$ 3,158,345</u>

NOTE 9-Restricted Cash

The County of Saginaw Board of Commissioners has required that the Bureau maintain a separate cash account where accommodation tax revenue will be deposited and disbursed only for advertising, marketing and promoting overnight tourism and convention business taking place in the County of Saginaw. The balance of the restricted cash at September 30, 2023 and 2022 was \$1,505,226 and \$910,040, respectively.

NOTE 10-Revenue from Contracts with Customers

The following summarizes revenue by type for years ended September 30, 2023 and 2022:

	<u>2023</u>	<u>2022</u>
Revenue from contracts with customers- member dues	\$ 47,533	\$ 42,242
Revenue from other sources	3,103,546	2,930,548
Total revenue	<u>\$ 3,151,079</u>	<u>\$ 2,972,790</u>

All revenue from contracts with customers is earned at a point in time for the years ended September 30, 2023 and 2022.

The following summarizes contract assets:

	<u>2023</u>	<u>2022</u>
Accounts receivable-Dues	<u>\$ 340</u>	<u>\$ 340</u>

FRANKENMUTH CONVENTION & VISITORS BUREAU, INC.  
NOTES TO FINANCIAL STATEMENTS

NOTE 11-Pass through Funds with the Frankenmuth Community Foundation

The Frankenmuth Chamber of Commerce has an agreement with the Frankenmuth Community Foundation referred to as a pass through fund agreement. This fund was set up to receive gifts, in money or property and to administer the same.

The primary purpose of the fund shall be to support the charitable purpose through economic growth of the City of Frankenmuth through variety of project(s). Should the project(s) come to completion or cease as a project(s) the remaining funds will be given to the Frankenmuth Community Foundation to provide for ongoing economic development for the City of Frankenmuth.

Distributions from the fund shall be committed, granted or expended as agreed between the two organizations. For the year ended September 30, 2023, the Frankenmuth Convention & Visitors Bureau requested and was granted \$57,900 in support of the Christmas experience. This amount was recorded as a receivable at September 30, 2023.

There are three separate pass through funds held at the Frankenmuth Community Foundation. The balances at September 30, 2023 are as follows:

German Heritage Fund	\$ 36,467
The Spirit That's Frankenmuth	\$ 157,410
Pass Through	\$ 12,243

3-19-5

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SAGINAW COUNTY  
BOARD OF COMMISSIONERS  
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**Administration**

1409 Washington  
Midland, MI 48640  
Phone (989) 754-1144  
(800) 285-WORK  
Fax (989) 754-1439

www.michiganworks.com

TO: Commissioner Michael Webster  
Chair, County Services Committee

FROM: Ray Ogden, CAO, GLBMW

DATE: February 27, 2024

RE: Request for approval of a new GLBMW CEO.

**Erik Rodriguez**  
Workforce Development  
Board Chair

**Vaughn Begick**  
Consortium Board Chair

This is a request to the County of Saginaw for recommendation to:

- 1) Approve Kristen Wenzel as the new Chief Executive Officer of the Great Lakes Bay Michigan Works! (GLBMW) effective as soon as possible.

Per the Interlocal Agreement between Saginaw, Midland, Bay, Gratiot and Isabella counties, the GLBMW Board nominates its CEO candidate, and forwards the nomination to its administrative unit (Saginaw County) to finalize the promotion process.

On February 26, 2024, the GLBMW Joint Consortium/Workforce Development Board selected by unanimous vote Kristen Wenzel as its new Chief Executive Officer. This selection was made after an extensive search and interview process. The Saginaw County Personnel Department provided expert assistance throughout that process.

Ms. Wenzel joined the GLBMW system in 2007 as a Business Services Representative and has held increasing levels of responsibility on the GLBMW's administrative staff since 2011, most recently as Interim Chief Executive Officer.

Previous to her work in the GLBMW system, Kristen's experience includes strategic relationship development, sales management, talent development, budgeting operations and marketing in the private sector and many volunteer leadership positions with local community stakeholder organizations.

**Administration**

1409 Washington  
Midland, MI 48640  
Phone (989) 754-1144  
(800) 285-WORK  
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www.michiganworks.com

**Erik Rodriguez**  
*Workforce Development  
Board Chair*

**Vaughn Begick**  
*Consortium Board Chair*

**GREAT LAKES BAY MICHIGAN WORKS CEO SEARCH  
COMMITTEE REPORT**

February 26, 2024

(excerpt)

The Great Lakes Bay Michigan Works CEO Search Committee whose members were Vaughn Begick, Jan Bunting and Nicole Frost from the Consortium Board and Carrie Prosowski and Raquel Perez from the Workforce Board; met on 1/19/2024 to interview three candidates for the CEO position.

Prior to that, the position was posted by the Saginaw County Human Resource Department and 14 applications were received. After reviewing all the applications by Saginaw County staff and Ray Ogden from Michigan Works, four applicants were selected for interviews. All four applicants were invited to interview for the position. One did not respond. One of the three applicants requested confidentiality so they were all allowed confidentiality. In previous interviews for the same position, once confidentiality was granted to one of the applicants, it was granted to all applicants per Saginaw County counsel opinion.

The resumes of the applicants were provided to the committee prior to the interviews and some of the applicants provided supplemental information at the interview.

A set of 19 questions was prepared by Ray Ogden and the same 19 questions were asked of all three applicants. Each applicant was interviewed from one to one- and one-half-hours.

At the conclusion of the interviews, the committee discussed the qualifications and personality of the three applicants. A unanimous decision of the committee was reached and the recommended selection to the whole board is Kristen Wenzel.