

CHAIRPERSON
BRYAN CRENSHAW

VICE-CHAIRPERSON
RYAN SEBOLT

VICE-CHAIRPERSON PRO-TEM
ROBIN NAEYAERT

HUMAN SERVICES COMMITTEE
TODD TENNIS, CHAIR
CHRIS TRUBAC
RYAN SEBOLT
THOMAS MORGAN
DERRELL SLAUGHTER
EMILY STIVERS
ROBIN NAEYAERT

INGHAM COUNTY BOARD OF COMMISSIONERS

P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE HUMAN SERVICES COMMITTEE WILL MEET ON MONDAY, MAY 6, 2019 AT 6:30 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [April 22, 2019](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Fair Board – Interviews
2. Community Health Center Board – Interviews
3. Community Agencies – Allen Neighborhood Center/Northwest Initiative/Southside Community Coalition Update
4. Fair Office – Resolution to Accept a Grant from the Michigan Department of [Agriculture and Rural Development](#)
5. Health Department
 - a. Resolution to Amend the Mother and Infant [Oral Health Pilot Project Grant](#)
 - b. Resolution to Accept Funding from Michigan State University's [College of Human Medicine](#)
6. Parks Department
 - a. Resolution to Authorize an Amendment to [Meridian Township's](#) Trails and Parks Millage Agreements
 - b. Resolution to Authorize an Amendment to the [City of Lansing and the Village of Stockbridge](#) Trails and Parks Millage Agreements
 - c. Resolution to Authorize a Contract with [L.J. Trumble Builders, LLC](#).
 - d. Parks Millage Discussion
7. Controller's Office – Resolution Updating Various [Fees](#) for County Services

Announcements

Public Comment

Adjournment

**PLEASE TURN OFF CELL PHONES OR OTHER ELECTRONIC DEVICES
OR SET TO MUTE OR VIBRATE TO AVOID
DISRUPTION DURING THE MEETING**

The County of Ingham will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days notice to the County of Ingham. Individuals with disabilities requiring auxiliary aids or services should contact the County of Ingham in writing or by calling the following: Ingham County Board of Commissioners, P.O. Box 319, Mason, MI 48854 Phone: (517) 676-7200. A quorum of the Board of Commissioners may be in attendance at this meeting. Meeting information is also available on line at www.ingham.org.

HUMAN SERVICES COMMITTEE

April 22, 2019

Draft Minutes

Members Present: Morgan, Naeyaert, Sebolt, Slaughter, Stivers, Tennis (arrived at 6:32), and Trubac.

Members Absent: None.

Others Present: Thomas Trumble, Bill Hendrian, Joyce McGarry, Natrenah Blackstock, Jared Cypher, Beth Foster, and others.

The meeting was called to order by Vice-Chairperson Trubac at 6:31 p.m. in Personnel Conference Room “D & E” of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan.

Approval of the April 1, 2019 Minutes

MOVED BY COMM. NAEYAERT, SUPPORTED BY COMM. SLAUGHTER, TO APPROVE THE MINUTES OF THE APRIL 1, 2019 HUMAN SERVICES COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis

Additions to the Agenda

None.

Limited Public Comment

None.

Chairperson Tennis arrived at 6:32 p.m.

MOVED BY COMM. NAEYAERT, SUPPORTED BY COMM. SEBOLT, TO APPROVE A CONSENT AGENDA CONSISTING OF THE FOLLOWING ACTION ITEMS:

3. Veterans Affairs – Resolution to Authorize Acceptance of the 2019 County Veteran Service Grant
4. Health Department
 - b. Resolution to Accept Funds for the Healthy Start Grant
 - c. Resolution Honoring Sharon Verhougstraete
5. Controller’s Office
 - a. Resolution Authorizing Adjustments to the 2019 Ingham County Budget

THE MOTION CARRIED UNANIMOUSLY.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY.

1. Veterans Affairs Committee – Interviews

Thomas Trumble interviewed for a position on the Veterans Affairs Committee.

2. MSU Extension – General Overview and Update on Activities

Bill Hendrian, MSU Extension District 8 Director, gave an update on the Ingham County MSU Extension.

Mr. Hendrian stated that, in addition to current staff, one new position has been added to focus on mental health first aid and another position has been added to educate in the area of farm stress. He further stated he hoped to work with DNR to bring someone in who was focused on invasive species.

Commissioner Slaughter asked if the Extension looked into the effects of climate change on agriculture.

Mr. Hendrian stated that climate change was constantly being looked at and that the program had an environmental educator who addressed that specific issue.

Chairperson Tennis asked if S.A.F.E Training was provided to Extension staff only, or other community agencies.

Mr. Hendrian stated that the immediate goal was to get all of the Ingham Extension staff trained first, then the University, and then possibly beyond that.

Chairperson Tennis stated he thought of many organizations who possibly wanted their staff trained as well.

Chairperson Tennis asked how long the Extension had offered S.A.F.E. training.

Mr. Hendrian stated that the training had been offered for about one year.

Joyce McGarry, MSU Extension Food Safety Educator, stated that she wanted to thank the County for the ServSafe requirements. She further stated that the Ingham Extension offered two classes a month and they were all full, with a very good passing rate in a difficult program.

Ms. McGarry stated the Ingham Extension also recently started a consumer hotline and that food safety questions were coming in steadily.

Chairperson Tennis asked how ServSafe worked in conjunction with the County Health Department inspections to make sure attendees passed inspections.

Ms. McGarry stated that the Extension works closely with Rod McNeill, from the County Health Department.

4. Health Department

- a. Resolution to Amend the Collaborative Agreement with the Capital Area United Way

MOVED BY COMM. NAEYAERT, SUPPORTED BY COMM. SEBOLT, TO APPROVE THE RESOLUTION.

Commissioner Sebolt disclosed that the Michigan Association of United Ways had a relationship with his employer, the Michigan AFL-CIO.

THE MOTION CARRIED UNANIMOUSLY.

5. Controller's Office

- b. Resolution to Accept the 2018 – 2022 Strategic Plan

Jared Cypher, Deputy Controller, stated that the Strategic Plan had been tabled at the Law and Court Committee meeting on April 18, 2019, and it was requested it also be pulled from Human Services agenda.

Chairperson Tennis stated that the item would be removed from the agenda.

5. Controller's Office

- c. Resolution Updating Various Fees for County Services (*Discussion*)

Mr. Cypher stated that the goal of fees charged was to recoup all County costs for services provided.

Mr. Cypher stated that there were new fees this year, specifically in the past the Fair had not participated in the fee process, but due to lack of off-season revenue, they now would be.

Mr. Cypher stated that only Human Services fees were listed in the packet and if Commissioners had questions, to feel free to call or email him and he would come prepared with answers for the next meeting.

Chairperson Tennis asked for an overview on the Fair fee items next meeting.

Commissioner Slaughter asked how the County increased the fees by Consumer Price Index (CPI).

Mr. Cypher stated that the target was to recoup one hundred percent of costs, factoring for inflation. He further stated that, for example, if CPI was two percent, then instead of being raised to eleven dollars, they might wait until it approached eleven before it was rounded up.

Commissioner Slaughter asked if increases were made across the board on an annual basis.

Chairperson Tennis stated that historically it was done annually to avoid sticker shock.

Mr. Cypher stated that annual increases came about after the County hired a consultant that suggested annual increases to prevent sticker shock that would occur if a fee was not updated for several years and then had a large increase.

Commissioner Morgan asked what STFU stood for.

Mr. Cypher stated that STFU stood for Special Transitory Food Unit.

Chairperson Tennis stated that next meeting there will be a resolution to adopt the updated County fees.

Discussion.

6. Board Referral – Resolution #19-05 from the Cheboygan County Board of Commissioners Regarding the Revision of the Medicare Prescription Drug Bill of 2003

Chairperson Tennis stated that the board referral received from Cheboygan County Board of Commissioners was noted received and placed on file.

Commissioner Announcements

Commissioner Stivers stated that the Parks and Recreation Commission would put new numbers before the Human Services Committee at the next meeting due to concern regarding overspending the millage and running a deficit.

Chairperson Tennis stated that the Board of Commissioners had known they were overspending projections and many of them voted to allocate over the limit to get the money out the door with the thought that as revenue continued to be collected, it would make up the difference.

Discussion.

Commissioner Morgan stated, for the record, the Board of Commissioners had adopted the resolution allocating millage funds unanimously.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:02 p.m.

MAY 6, 2019 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY

ACTION ITEMS:

The Deputy Controller is recommending approval of the following resolutions

4. Fair Office – *Resolution to Accept a Grant from the Michigan Department of Agriculture and Rural Development*

This resolution authorizes the acceptance of the \$40,000 CIP grant from the Michigan Department of Agriculture and Rural Development for the *Horse Complex Improvement Project*.

5. Health Department

a. *Resolution to Amend the Mother and Infant Oral Health Pilot Project Grant*

This resolution authorizes extending the Mother and Infant Oral Health (MIOH) Project Grant with the University of Detroit (U of D) allowing \$13,850 of unspent funds already allocated to be used for the continuation of grant reporting effective October 1, 2018 through September 30, 2019.

b. *Resolution to Accept Funding from Michigan State University's College of Human Medicine*

This resolution accepts \$6,000 of funding from Michigan State University's College of Human Medicine (MSU's CHM) for clinical teaching effective December 1, 2018 through February 28, 2019.

6. Parks Department

a. *Resolution to Authorize an Amendment to Meridian Township's Trails and Parks Millage Agreements*

This resolution authorizes approval of a request by Meridian Township to reallocate trails and parks millage funds for projects previously approved by the Board of Commissioners. This reallocation is necessary because of differences in the initial cost estimates in the comprehensive report versus what the final cost estimates are. A detailed memorandum from Meridian Township that explains the specifics of the changes is included in the agenda packet. No additional funds are requested.

b. *Resolution to Authorize an Amendment to the City of Lansing and the Village of Stockbridge Trails and Parks Millage Agreements*

This resolution authorizes a redistribution of funds for a change in scope for the projects for the Village of Stockbridge and the City of Lansing. No additional funds are requested.

c. *Resolution to Authorize a Contract with L.J. Trumble Builders, LLC.*

This resolution authorizes a contract with L.J. Trumble Builders for the purpose of supplying and installing standing seam metal roofs on six buildings at Ingham County Parks for the base bid \$112,100, and a contingency not to exceed 5% or \$5,605 to include replacing OSB Sheathing, if needed at a cost of \$5.50 per square foot for a total amount not to exceed of \$117,705. Funds for the projects are available in the 2019 CIP budget.

7. Controller's Office – *Resolution Updating Various Fees for County Services*

This resolution will authorize the adjustment of various fees for county services to be effective for the Health Department and the Friend of the Court on October 1, 2019, for the Park and Zoo winter seasonal fees on November 1, 2019, and for all other departments with the exception of the Zoo, on January 1, 2020.

If the fee adjustments are passed as proposed, additional annual revenue would total approximately \$343,959. Any additional revenue will be recognized in the 2020 Controller Recommended Budget.

OTHER ITEMS:

1. Fair Board – Interviews
2. Community Health Center Board – Interviews
3. Community Agencies - Allen Neighborhood Center/Northwest Initiative/Southside Community Coalition Update
6. Parks Department
 - d. Parks Millage Discussion

Agenda Item 4

TO: Board of Commissioners Human Services & Finance Committees
FROM: Carol Carlson, Interim Fair Manager
DATE: 04/24/2019
SUBJECT: **Authorization to accept grant funding**
For the meeting agendas of 05/06/2019 and 05/08/2019

BACKGROUND

The fair receives a significant portion of its off-season revenue from horse shows. There are four (4) new barns that need various upgrades to compete with larger more prestigious shows. Each year the Michigan Department of Agriculture and Rural Development has been able to fund Capital Improvement Grants. This year they were able to offer up to \$40,000 with a 0 cent on the dollar match. The cost of the project far exceeds the required match.

ALTERNATIVES

If the grant is not accepted, the full cost of the project will have to be borne by the fair.

FINANCIAL IMPACT

This frees up monies for other, much needed projects on the fairgrounds, in addition to becoming a more desired location for big shows.

STRATEGIC PLANNING IMPACT

This resolution supports Goal A: Service to Residents: Provide easy access to quality, innovative, cost-effective services that promote well-being and quality of life for the residents of Ingham County. Strategy A1. Strive to make facilities and services user-friendly.

OTHER CONSIDERATIONS

This grant has not been awarded to the Ingham County Fair in prior years. This projects fits perfectly in the scope of the grant criteria.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT A GRANT FROM THE MICHIGAN DEPARTMENT OF
AGRICULTURE AND RURAL DEVELOPMENT**

WHEREAS, the Ingham County Fair Board wishes to accept a grant in the amount of \$40,000 for assistance in upgrading the four (4) newest Horse Barns on the fairgrounds; and

WHEREAS, a significant portion of the Fair's off-season revenue comes from horse shows; and

WHEREAS, enhanced facilities will attract bigger and more prestigious shows; and

WHEREAS, an RFP has been published with an estimated cost of \$190,000; and

WHEREAS, the Grant will help offset the cost of the project.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize the acceptance of the \$40,000 grant from the Michigan Department of Agriculture and Rural Development for the *Horse Complex Improvement Project*.

BE IT FURTHER RESOLVED, that the term for the grant is May 1, 2019 thru February 29, 2020.

BE IT FURTHER RESOLVED, that the County Controller/Administrator is authorized to make any necessary budget amendments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: April 3, 2019
SUBJECT: Resolution to Extend the Mother and Infant Oral Health Pilot Project Grant

For the meeting agendas of May 6th and May 8th, 2019

BACKGROUND

Ingham County Health Department (ICHD) wishes to amend the agreement with University of Detroit (U of D) to extend participation and grant reporting through the Mother and Infant Oral Health (MIOH) Project Grant from October 1, 2018 through September 30, 2019. Through an approval of a no-cost one-year extension granted by the State of Michigan, this extension will allow \$13,850 of unspent funds from the initially awarded \$83,080 in the first year of funding (authorized through Resolution #17-461), to be available through the duration of the extended grant period. This offer to amend the term of the initial agreement was made available to ICHD in March of 2019, after approvals to extend the funding and terms were accomplished through the State of Michigan and U of D.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

There is no cost to ICHD.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize extending the Mother and Infant Oral Health (MIOH) Project Grant with the University of Detroit (U of D) allowing \$13,850 of unspent funds already allocated to be used for the continuation of grant reporting effective October 1, 2018 through September 30, 2019.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND THE MOTHER AND INFANT ORAL HEALTH
PILOT PROJECT GRANT**

WHEREAS, Ingham County Health Department (ICHD) wishes to amend the agreement with University of Detroit (U of D) to extend participation and grant reporting through the Mother and Infant Oral Health (MIOH) Project Grant effective October 1, 2018 through September 30, 2019; and

WHEREAS, through an approval of a no-cost one-year extension granted by the State of Michigan, this extension will allow \$13,850 of unspent funds from the initially awarded \$83,080 (through Resolution #17-461), to be available through the duration of the extended grant period; and

WHEREAS, there is no cost to ICHD; and

WHEREAS, this resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured; and

WHEREAS, the Ingham Community Health Center Board of Directors supports extending the MIOH Project Grant with the U of D allowing \$13,850 of unspent funds from the initially awarded \$83,080 to be available for continued grant reporting effective October 1, 2018 through September 30, 2019; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize extending the Mother and Infant Oral Health (MIOH) Project Grant with the University of Detroit (U of D) allowing \$13,850 of unspent funds from the initially awarded \$83,080 to be available for continued grant reporting effective October 1, 2018 through September 30, 2019.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize an extension to the Mother and Infant Oral Health (MIOH) Project Grant with the University of Detroit (U of D), allowing \$13,850 of unspent funds from the initially awarded \$83,080 to be available for continued grant reporting effective October 1, 2018 through September 30, 2019.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any contract documents on behalf of the county after approval as to form by the County Attorney.

TO: Board of Commissioners Human Services, and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: April 15, 2019
SUBJECT: Authorization to Accept Funding from Michigan State University's College of Human Medicine
For the meeting agendas of May 6 and May 8, 2019

BACKGROUND

Ingham County Health Department (ICHD) wishes to accept funding from Michigan State University's College of Human Medicine (CHM) for clinical teaching effective December 1, 2018 through February 28, 2019. As part of a new Early Clinical Experience curriculum (ECE) project, first year CHM students need to complete and present scholarly projects. ICHD has been identified as a teaching site that will allow for ECE to occur. This agreement is for the current academic year and will be terminated February 28, 2019. MSU's CHM will pay for each student (12 students total) on site which will allow for teaching and project implementation.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

Michigan State University's College of Human Medicine (MSU CHM) will pay \$500 per CHM student which will allow for teaching and project implementation. ICHD will have 12 students on site which will total \$6,000 paid by MSU CHM to ICHD.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of promoting accessible healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend Ingham County Board of Commissioners accept funding from Michigan State University's College of Human Medicine (MSU's CHM) for clinical teaching effective December 1, 2018 through February 28, 2019.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT FUNDING FROM MICHIGAN STATE UNIVERSITY'S
COLLEGE OF HUMAN MEDICINE**

WHEREAS, Ingham County Health Department (ICHD) wishes to accept funding from Michigan State University's College of Human Medicine (CHM) for clinical teaching effective December 1, 2018 through February 28, 2019; and

WHEREAS, as part of a new Early Clinical Experience Curriculum (ECE) project, first year CHM students need to complete and present scholarly projects; and

WHEREAS, ICHD has been identified as a teaching site that will allow for ECE to occur; and

WHEREAS, this agreement is for the current academic year and will be terminated February 28, 2019; and

WHEREAS, MSU's CHM will pay \$500 per CHM student which will allow for teaching and project implementation; and

WHEREAS, ICHD will have 12 students on site which will total \$6,000 paid by MSU CHM to ICHD; and

WHEREAS, the Health Officer recommends approval accept funding from Michigan State University's College of Human Medicine (CHM) for clinical teaching effective December 1, 2018 through February 28, 2019.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accept funding of \$6,000 from Michigan State University's College of Human Medicine (CHM) for clinical teaching effective December 1, 2018 through February 28, 2019.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the county after approval as to form by the County Attorney.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: April 23, 2019
SUBJECT: Amendment to Meridian Township Millage Agreements
For the meeting agenda of 5/6/19 Human Services and 5/8/19 Finance

BACKGROUND

Board of Commissioners Resolution 16-257, 16-328, 17-275, 18-186, and 19-047 authorized entering into contracts with Meridian Township for the following millage projects: TR002, TR021, TR022, TR023, TR024, TR025, TR026, TR027, TR049 and TR054. Meridian Township is requesting a reallocation of funds for these projects as detailed in Exhibit A. Additionally, Meridian Township is requesting an amendment to Agreements TR002, TR021, TR022, TR023, TR024, TR025, TR026, TR027 for an extension to December 31, 2019 to complete the projects.

ALTERNATIVES

The Park Commission considered this request at their April 22nd meeting and recommended this approach.

FINANCIAL IMPACT

This resolution requests reallocating funds. No additional funds are requested.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) - Maintain and improve existing parkland, facilities and features, 1(g) - Work to improve accessibility for visitors of all ages and abilities and 1(h) - Enhance existing trails and blueways, and develop new multi-use trails and blueways, that connect parks with recreational, residential, cultural and business centers throughout Ingham County.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their April 22, 2019 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

Exhibit A:



Meridian Township
5151 Marsh Road
Okemos, MI 48864

P 517.853.4000
F 517.853.4096

Township Board:

Ronald J. Styka
Township Supervisor

Brett Dreyfus
Township Clerk

Phil Deschaine
Township Treasurer

Patricia Herring Jackson
Township Trustee

Dan Opsommer
Township Trustee

Kathy Ann Sundland
Township Trustee

Courtney Wisinski
Township Trustee

Frank L. Walsh
Township Manager

04/18/2019

Ms. Melissa Buzzard
Trails & Parks Millage Program Coordinator
Ingham County Parks Department
121 E. Maple St.
P.O. Box 178
Mason, MI 48854

Dear Ms. Buzzard:

Subject: Meridian Township Millage Reallocation Request

Please accept this letter of explanation as an addendum to our Millage reallocation request spreadsheet.

Very broadly speaking, the primary reason behind our request for reallocation between Millage projects is that the cost estimates included in the Comprehensive Report were, in most cases, far in excess of the actual costs to perform the work, with a few falling a little short. In accordance with the attached spreadsheet, the amount and reasoning behind the reallocation for each project is detailed below.

TR002 – Meridian Township Trail Rehabilitation

Award Amount: \$88,000; Final Estimate: \$173,000

Adjustment: \$85,000 (\$53,000 from TR025 and \$32,000 from TR022)

The original project and estimate included large amounts of preventative maintenance (crack sealing) and light rehabilitation (thin asphalt overlay). While this has proved suitable for many of the trails included in the project, there are very large portions of two of the trails (Trail ID#12 & 16) which have structurally failed and cannot accept an asphalt overlay. As such, they require extensive asphalt replacement, which is more expensive than simple maintenance and rehabilitation.

TR021 – MT-07-MIP-DR, East of Okemos Road

Award Amount: \$140,000; Final Estimate: \$146,000

Adjustment: \$6,000 from TR027

The original estimate for this project was very close and only requires a minor adjustment. The primary cause of the increase came from increased pavement replacement. The replacement was necessary to align the trail with the new culvert and to replace a section of the trail which was damaged during construction.

TR022 – MT-03-PK-DR, Central Park South

Award Amount: \$101,000; Final Estimate: \$51,000

Adjustment: -\$50,000 (Allocate \$32,000 to TR002 and \$18,000 to TR023)

The original estimate for this project was very far in excess of the actual cost to replace a bridge of this type. The final estimate includes the cost of the bridge and all associated paving and restoration, which has been completed.

TR023 – MT-05-PK-DR, Nancy L. Moore Community Park (Nemoke Trail Drive)

Award Amount: \$50,000; Final Estimate: \$68,000

Adjustment: \$18,000 from TR022

While fairly close, the actual cost to replace the concrete culvert, including the backfill, fence, and pavement, was slightly higher than the estimate. All of the work, except minor restoration, has been completed.

TR024 – MT-04-PK-DR, Nancy L. Moore Community Park (Behind Ball Fields)

Award Amount: \$70,000; Final Estimate: \$28,000

Adjustment: -\$42,000 (Allocate to MSU to Lake Lansing Connector, Phase II [Approved 2019])

The original estimate for this project was very far in excess of the actual cost to replace a boardwalk and bridge members of this type. The final estimate includes the cost of the complete boardwalk reconstruction, bridge member replacement, new fencing, and pavement replacement. All of the work, except minor restoration, has been completed.

TR025 – MT-02-MIP-DR, West of Okemos Road

Award Amount: \$68,000; Final Estimate: \$15,000

Adjustment: -\$53,000 (Allocate to TR002)

The original estimate for this project was very far in excess of the actual cost to replace bridge members of this type. Additionally, some of the asphalt replacement that was included in this project was completed separately with an adjacent Ingham County Drain project. The final estimate includes the cost of replacing all of the bridge timbers, new fencing, reduced asphalt replacement, and restoration. All of the work, except the limited asphalt paving, has been completed.

TR026 – MT-01-PK-SWL, Hartrick Park

Award Amount: \$136,000; Final Estimate: \$25,000

Adjustment: -\$111,000 (Allocate to TR049)

The original estimate for this project was very far in excess of the actual cost to replace a boardwalk of this type. The final estimate includes the cost of the complete boardwalk reconstruction (with the addition of new benches and railings), asphalt replacement, and restoration. All of the boardwalk work has been completed. Minor restoration and the asphalt paving remain.

TR027 – MT-06-MIP-DR, West of Okemos Road, Meridian Interurban Pathway

Award Amount: \$10,000; Final Estimate: \$4,000

Adjustment: -\$6,000 (Allocate to TR021)

The scope of this project was very limited, and the actual cost will not be far off from the original estimate. The extent of the necessary bank restoration and pavement replacement was less than originally anticipated.

TR049 – Okemos Road Pedestrian Boardwalk

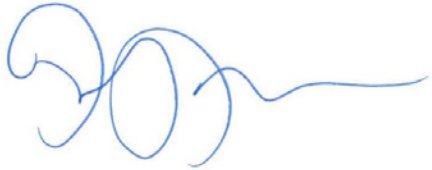
Award Amount: \$1,300,000; Final Estimate: \$1,410,000

Adjustment: \$111,000 from TR026

While construction on this project has just begun, we are concerned about the potential for increased costs due to the excessively bad soils which were found during the soil investigation (after the project was awarded). If the boardwalk piles cannot reach the necessary bearing capacity at the anticipated depths, then additional engineering and construction costs would likely be substantial. We would like to be prepared for this potential by utilizing surplus funds which have already been obligated.

If there are any questions about our request or the work thus far completed, please feel free to reach out to me.

Sincerely,



Nyal Nunn, CFM

Senior Project Engineer/DPW

nunn@meridian.mi.us


W 517.853.4468 | F 517.853.4095


5151 Marsh Road | Okemos, MI 48864

meridian.mi.us

Project #	BOC Res.	Project Name	Approved Amt.	Final Estimate	Adjustment
TR002	16-257	Meridian Township Trail Rehabilitation 2016	\$88,000.00	\$173,000.00	\$85,000.00
TR021	16-328	MT-07-MIP-DR, East of Okemos Road	\$140,000.00	\$146,000.00	\$6,000.00
TR022	16-328	MT-03-PK-DR, Central Park South	\$101,000.00	\$51,000.00	-\$50,000.00
TR023	16-328	MT-05-PK-DR, Nancy L. Moore Community Park	\$50,000.00	\$68,000.00	\$18,000.00
TR024	16-328	MT-04-PK-DR, Nancy L. Moore Community Park	\$70,000.00	\$28,000.00	-\$42,000.00
TR025	16-328	MT-02-MIP-DR, West of Okemos Road	\$68,000.00	\$15,000.00	-\$53,000.00
TR026	16-328	MT-01-PK-SWL, Hartrick Park	\$136,000.00	\$25,000.00	-\$111,000.00
TR027	16-328	MT-06-MIP-DR, West of Okemos Road, Meridian Interurban Pathway	\$10,000.00	\$4,000.00	-\$6,000.00
TR047	17-275	Old Raby Culvert Replacement	\$110,000.00	\$110,000.00	\$0.00
TR049	18-186	Okemos Road Pedestrian Boardwalk	\$1,300,000.00	\$1,410,000.00	\$111,000.00

 - Reallocate TR025 (\$53k) to TR002

 - Reallocate \$32k from TR022 to TR002
Additionally, reallocate \$18k from TR022 to TR023

 - Reallocate TR027 (\$6k) to TR021

 - Reallocate TR026 (\$111k) to TR049 (Okemos Road Pedestrian Boardwalk)

- Reallocate TR024 (\$42k) to MSU to Lake Lansing Connector, Phase II (Approved 2019, no project # yet)

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO MERIDIAN TOWNSHIP'S
TRAILS AND PARKS MILLAGE AGREEMENTS**

WHEREAS, Board of Commissioners Resolution 16-257, 16-328, 17-275, 18-186 and 19-047 authorized entering into contracts with Meridian Township to fund the below projects; and

Contract Title	Project #	Begins	Ends	Resolution
Meridian Township Trail Rehabilitation	TR002	08/29/16	07/30/19	16-257
MT-07-MIP-Dr, East of Okemos Road	TR021	10/18/16	06/18/19	16-328
MT-03-PK-DR, Central Park South	TR022	10/18/16	06/18/19	16-328
MT-05-PK-DR, Nancy L. Moore Community Park	TR023	10/18/16	06/18/19	16-328
MT-04-PK-DR, Nancy L. Moore Community Park	TR024	10/18/16	06/18/19	16-328
MT-02-MIP-DR, West of Okemos Road	TR025	10/18/16	06/18/19	16-328
MT-01-PK-SWL, Hartrick Park	TR026	10/18/16	06/18/19	16-328
MT-06-MIP-DR, W. of Okemos Rd., Meridian Interurban Pathway	TR027	10/18/16	06/18/19	16-328
Okemos Road Pedestrian Boardwalk	TR049	07/24/18	07/24/20	18-186
MSU to Lake Lansing Connector, Phase 2	TR054	TBD	TBD	19-047

WHEREAS, Meridian Township is requesting an amendment to Agreement #TR002, TR021, TR022, TR023, TR024, TR025, TR026, TR027 and TR049 due to cost estimated in the comprehensive report were in excess or falling short depending on the case of the amount originally requested and awarded; and

WHEREAS, based on actual bids, TR002 is over budget by \$85,000, TR021 is over budget by \$6,000. TR023 is over budget by \$18,000, TR022 is under budget by \$50,000, TR024 is under budget by \$42,000, TR025 is under budget by \$53,000, TR026 is under budget by \$111,000 and TR049 is over budget by \$111,000; and

WHEREAS, Meridian Township is requesting the fund balance from TR025 for \$53,000 and TR022 for \$32,000 be reallocated to TR002 for a total amount of \$85,000 to complete this project; and

WHEREAS, Meridian Township is requesting the fund balance from TR027 for \$6,000 be reallocated to TR021 to complete this project; and

WHEREAS, Meridian Township is requesting the fund balance from TR022 for \$18,000 be reallocated to TR023 to complete this project; and

WHEREAS, Meridian Township is requesting the fund balance from TR024 for \$42,000 be reallocated to the MSU to Lake Lansing Connector TR054; and

WHEREAS, Meridian Township is requesting the fund balance from TR026 for \$111,000 be reallocated to TR049 to complete this project; and

WHEREAS, Agreements TR002, TR021, TR022, TR023, TR024, TR025, TR026 and TR027 expire in June or July of 2019 and need to be extended to complete these projects.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an Amendment to the Agreements listed below with Meridian Township.

Contract Title	Project #	Begins	Ends	Resolution
Meridian Township Trail Rehabilitation	TR002	08/29/16	07/30/19	16-257
MT-07-MIP-Dr, East of Okemos Road	TR021	10/18/16	06/18/19	16-328
MT-03-PK-DR, Central Park South	TR022	10/18/16	06/18/19	16-328
MT-05-PK-DR, Nancy L. Moore Community Park	TR023	10/18/16	06/18/19	16-328
MT-04-PK-DR, Nancy L. Moore Community Park	TR024	10/18/16	06/18/19	16-328
MT-02-MIP-DR, West of Okemos Road	TR025	10/18/16	06/18/19	16-328
MT-01-PK-SWL, Hartrick Park	TR026	10/18/16	06/18/19	16-328
MT-06-MIP-DR, W. of Okemos Rd., Meridian Interurban Pathway	TR027	10/18/16	06/18/19	16-328
Okemos Road Pedestrian Boardwalk	TR049	07/24/18	07/24/20	18-186
MSU to Lake Lansing Connector, Phase 2	TR054	TBD	TBD	19-047

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the fund balance transfer from TR025 for \$53,000 and TR022 for \$32,000 be reallocated to TR002 to complete this project.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the fund balance transfer from TR027 for \$6,000 be reallocated to TR021 to complete this project.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the fund balance transfer from TR022 for \$18,000 be reallocated to TR023 to complete this project.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the fund balance transfer from TR024 for \$42,000 be reallocated to the MSU to Lake Lansing Connector TR054.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the fund balance transfer from TR026 for \$111,000 be reallocated to TR049 to complete this project.

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes the extension for Agreements TR002, TR021, TR022, TR023, TR024, TR025, TR026 and TR027 until December 31, 2019.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the transfer of \$53,000 from line item 228-62800-967000-TR025 into line item #228-62800-967000-TR002.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the transfer of \$32,000 from line item 228-62800-967000-TR022 into line item #228-62800-967000-TR002.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the transfer of \$6,000 from line item 228-62800-967000-TR027 into line item #228-62800-967000-TR021.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the transfer of \$18,000 from line item 228-62800-967000-TR022 into line item #228-62800-967000-TR023.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the transfer of \$42,000 from line item 228-62800-967000-TR024 into line item #228-62800-967000-TR054.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the transfer of \$111,000 from line item 228-62800-967000-TR026 into line item #228-62800-967000-TR049.

BE IT FURTHER RESOLVED, that all other terms and conditions of the Agreement #TR002, TR021, TR022, TR023, TR024, TR025, TR026, TR027, TR049 and TR054 shall remain unchanged.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this Resolution and approved as to form by the County Attorney.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: April 23, 2019
SUBJECT: Amendment to City of Lansing and the Village of Stockbridge Millage Agreements
For the meeting agenda of 5/6/19 Human Services and 5/8/19 Finance

BACKGROUND

Board of Commissioners Resolution #18-110 authorized entering into a contract with the Village of Stockbridge for millage project TR048 Lakelands Trail Resurfacing. The Village of Stockbridge is requesting a change in scope for the project as detailed in Exhibit A.

Board of Commissioners Resolution #17-109 authorized entering into a contract with the City of Lansing for millage project TR029 Grand River North Section - Bank Stabilization. The City of Lansing is requesting a change in the scope for the project. Originally, the project was approved to stabilize the bank and use rip rap. This resolution authorizes using the \$100,000 for steps instead of rip rap, as shown in Exhibit B. Agreement TR029 expires on May 1, 2019 and needs to be extended to December 31, 2019.

ALTERNATIVES

The Park Commission considered these requests at their April 22nd meeting and recommended this approach.

FINANCIAL IMPACT

This resolution requests a redistribution of funds for a change in scope for the projects for the Village of Stockbridge and the City of Lansing. No additional funds are requested.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) - Maintain and improve existing parkland, facilities and features, 1(g) - Work to improve accessibility for visitors of all ages and abilities and 1(h) - Enhance existing trails and blueways, and develop new multi-use trails and blueways, that connect parks with recreational, residential, cultural and business centers throughout Ingham County.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their April 22, 2019 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

Exhibit A:



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF NATURAL RESOURCES
LANSING



DANIEL EICHINGER
DIRECTOR

April 15, 2019

Melissa Buzzard
Trails & Parks Millage Program Coordinator
Ingham Co. Parks Department
121 E. Maple St.
Mason, MI 48854

Dear Ms. Buzzard,

SUBJECT: Stockbridge Millage Funds Award

This letter is to request a redistribution of the funds awarded to the Village of Stockbridge for rehabilitation and development of the Mike Levine Lakelands Trail in Ingham County. In the initial application it was noted the awarded \$809,980 would be split between two projects on the Lakelands Trail: \$733,390 for the trail east of M-52 which is being constructed by the Village and \$76,290 for the trail west of M-52 which is being constructed by the DNR.

I was able to cover the allotted \$76,290 with other funds so am requesting the entire \$809,980 be allocated to the trail project east of the M-52 managed by the Village. The total request does not change, this request is simply to narrow the scope of work. All funds will be used by the Village of Stockbridge for trail design/construction.

I have discussed this with Molly Howlett, Village President and she agrees to the shift in funding. If you have any questions, please contact Molly or me.

Sincerely,

Nikki Van Bloem, Trail Specialist
517 388-7043

CC: Molly Howlett, Village of Stockbridge
Matt Pegouskie, 5HT
John Calvert, Mike Levine Representative
Chuck Dennison, DNR
Dakota Hewlett, DNR

Exhibit B:

ROTARY PARK
PLAZA CONCEPT



View looking northeast



Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE CITY OF LANSING AND THE VILLAGE OF STOCKBRIDGE TRAILS AND PARKS MILLAGE AGREEMENTS

WHEREAS, Board of Commissioners Resolution 17-109 authorized entering into a contract with the City of Lansing for Agreement TR029 Grand River North Section - Bank Stabilization; and

WHEREAS, Board of Commissioners Resolution 18-110 authorized entering into a contract with the Village of Stockbridge for Agreement TR048 Lakelands Trail Resurfacing; and

WHEREAS, the City of Lansing is requesting an amendment to Agreement TR029 to change the scope of the project to use the \$100,000 for steps instead of rip rap; and

WHEREAS, Agreement TR029 expires on May 1, 2019 and needs to be extended to complete the project; and

WHEREAS, the Village of Stockbridge is requesting an amendment to Agreement TR048 to narrow the scope of the project so that the entire \$809,980 be allocated to the trail project east of M-52.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an Amendment to the Agreements listed below with the City of Lansing and the Village of Stockbridge:

Contract Title	Project #
City of Lansing - Grand River North Section - Bank Stabilization	TR029
Stockbridge - Lakelands Trail Resurfacing	TR048

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to Agreement TR029 to change the scope of the project to use the \$100,000 for steps instead of rip rap.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an extension for Agreement TR029 to December 31, 2019.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an amendment to Agreement TR048 to narrow the scope of the project so that the entire \$809,980 be allocated to the trail project east of M-52.

BE IT FURTHER RESOLVED, that all other terms and conditions Agreement TR029 and TR048 shall remain unchanged.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this Resolution and approved as to form by the County Attorney.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: April 23, 2019
SUBJECT: Contract with L. J. Trumble Builders, LLC.
For the meeting agenda of 5/6/19 Human Services and 5/8/19 Finance

BACKGROUND

The Parks Department owns and maintains the buildings at Hawk Island, Burchfield Park, Lake Lansing North, and Lake Lansing South. The Ingham County Parks Department has a roof replacement plan in place to ensure routine replacement of building roofs. The Purchasing Department solicited proposals from qualified and experienced roofing contractors to enter into a contract for the purpose of supplying and installing standing seam metal roofs on six buildings at Ingham County Parks.

ALTERNATIVES

The Parks Department owns and maintains the building at Hawk Island, Burchfield Park, Lake Lansing North, and Lake Lansing South that are in need of roof replacement. Failure to address these needs could result in damage to the building and contents within.

FINANCIAL IMPACT

The bids were evaluated by the Purchasing Department, and it is their recommendation, with the concurrence of Parks Department staff, to award the contract to L. J. Trumble Builders, LLC. for the base bid \$112,100, and a contingency not to exceed 5% or \$5,605 to include replacing OSB Sheathing, if needed at a cost of \$5.50 per square foot for a total amount not to exceed of \$117,705.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) of the Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their April 22, 2019 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing Ingham County enter into a contract with L. J. Trumble Builders, LLC.

Agenda Item 6c

TO: Tim Morgan, Parks Director

FROM: James Hudgins, Director of Purchasing

DATE: April 11, 2019

RE: Memorandum of Performance for RFP No. 67-19 Supplying and Installing Standing Seam Metal Roofs for Six (6) Buildings

Per your request, the Purchasing Department sought proposals from qualified and experienced roofing contractors to enter into a contract for the purpose of supplying and installing standing seam metal roofs on six (6) buildings at various Ingham County Parks.

The scope of work includes, but is not limited to, acquiring all necessary permits, preparing roof for the metal roof installation, environmentally disposing and hauling materials/debris away, repairing roofing boards/sheathing as determined by the park manager, supply and install all new roofing material matching the eaves trough and flashing. Vendor is to repair and/or replace any damage to turf, trees, or park facilities.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	99	22
Vendors responding	2	1

A summary of the vendors' costs is located on the next page.

A preconstruction meeting will be required prior to commencement of work since the construction cost exceeds \$10,000. Please make sure the Purchasing Department is invited and able to attend the preconstruction meeting to ensure that all contractors comply with the Prevailing Wage Policy and proper bonding.

You are now ready to complete the final steps in the process: 1) evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare and submit a resolution for Board approval.

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.

SUMMARY OF VENDORS' COSTS

Name of Building or Shelter	Vendor Name: Local Preference:	Superior Services RSH, Inc. No, Clinton County	LJ Trumble Builders LLC Yes, Lansing
Peregrine Picnic Shelter (Hawk Island)	TOTAL BID	\$22,100.00	\$19,400.00
Kestrel Picnic Shelter (Hawk Island)	TOTAL BID	\$13,000.00	\$12,900.00
Boat Rental Building (Hawk Island)	TOTAL BID	\$15,800.00	\$11,500.00
Winter Sports Building (Burchfield)	TOTAL BID	\$39,400.00	\$47,200.00
Boat Rental Building (Lake Lansing South)	TOTAL BID	\$10,500.00	\$15,800.00
Sandhill Picnic Shelter (Lake Lansing North)	TOTAL BID	\$11,300.00	\$11,200.00
GRAND TOTAL BID		\$112,100.00	\$118,000.00

The Local Purchasing Preference Policy Resolution 05-044, as amended by Resolution #10-359 allows for a registered local vendor who submits a responsive proposal/bid within 10% of the lowest responsive proposal/bid the opportunity to reduce its proposal/bid to meet the lowest responsive proposal/bid, and upon doing so shall be considered to be the lowest responsive proposal/bid.

- LJ Trumble Builders LLC, a local registered vendor, has agreed to match the lowest responsive proposal; therefore, is considered the lowest responsive bidder.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH L. J. TRUMBLE BUILDERS, LLC.

WHEREAS, the Ingham County Parks Department owns and maintains the buildings at Hawk Island, Burchfield Park, Lake Lansing North, and Lake Lansing South; and

WHEREAS, the Ingham County Parks Department has a roof replacement plan in place to ensure routine replacement of building roofs; and

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced roofing contractors to enter into a contract for the purpose of supplying and installing standing seam metal roofs on six buildings at Ingham County Parks; and

WHEREAS, L. J. Trumble Builders, LLC., a registered-local vendor, has agreed to reduce its proposal cost to meet the lowest responsive bid by a non-local vendor in compliance with the Ingham County local purchasing preference policy; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to L. J. Trumble Builders, LLC.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with L. J. Trumble Builders, LLC. for the base bid in the amount of \$112,100 for supplying and installing standing seam metal roofs on six buildings at Ingham County Parks, and a contingency not to exceed 5% or \$5,605 to include replacing OSB Sheathing, if needed at a cost of \$5.50 per square foot for a total amount not to exceed of \$117,705.

BE IT FURTHER RESOLVED, that this agreement shall be effective the date of execution through November 22, 2019.

BE IT FURTHER RESOLVED, that there are funds available in the approved CIP line items as detailed below:

Roof	Line Item	Price	Contingency if Needed		CIP Approved
			OSB	Total	
Peregrine Shelter (Hawk)	208-75200-976000-9P07	\$19,400	\$970	\$20,370	\$40,000
Kestrel Shelter (Hawk)	208-75200-976000-9P08	\$12,900	\$645	\$13,545	\$25,000
Sandhill Shelter (LLN)	208-75200-976000-9P09	\$11,200	\$560	\$11,760	\$30,000
Winter Sports Bldg. (BUR)	228-75999-976000-9P20	\$41,300	\$2,065	\$43,365	\$30,000
Boat House Rentals (Hawk)	228-75999-978000-9P22	\$11,500	\$575	\$12,075	\$20,000
Boat House Rentals (LLS)	228-75999-978000-9P23	\$15,800	\$790	\$16,590	\$15,000

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$7,925 from 228-75999-978000-9P22 into line item #228-75999-976000-9P20 to cover the cost for the Winter Sports Building roof.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$5,440 from 208-75200-976000-9P07 into line item #228-75999-976000-9P20 to cover the remaining cost for the Winter Sports Building roof.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$1,590 from 208-75200-976000-9P07 into line item #228-75999-978000-9P23 to cover the remaining cost for the Lake Lansing South Boat House Rentals roof.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer the remaining \$12,600 from 208-75200-976000-9P07 into line item # 228-75999-978000-9P21 for a future project for the Red Tail Shelter roof at Hawk Island that is being bid out separately.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer the remaining \$11,455 from 208-75200-976000-9P08 into line item # 228-75999-978000-9P21 for a future project for the Red Tail Shelter roof at Hawk Island that is being bid out separately.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer the remaining \$18,240 from 208-75200-976000-9P09 into line item # 228-75999-978000-9P21 for a future project for the Red Tail Shelter roof at Hawk Island that is being bid out separately, providing a total balance of \$62,295 for the roof for the Red Tail Shelter.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

BOC Resolutions Trails & Parks Millage

<u>Resolution #</u>	<u>Description</u>	<u>Total \$</u>	<u>Date Authorized</u>
14-310	Millage Question	\$0	7/22/2014
14-082	Task Force	\$0	3/4/2014
14-440	Park Maint. Security (2015 Parks Operating)	\$50,000	10/28/2014
15-241	Mannik Smith Planning	\$73,514	6/23/2015
16-099	MDNR Passport Burchfield Overlook-Apply	\$0	3/22/2016
16-101	MDNRTF McNamara-Apply	\$0	3/22/2016
16-102	8% Collected 2015 & 2016 Parks CIP Projects and Part Budget	\$0	3/22/2016
16-103	Job Description for Coordinator	\$0	3/22/2016
16-104	Pavement Big fix call	\$0	3/22/2016
16-105	Bridges Big fix call	\$0	3/22/2016
16-106	Second Round call start Oct 1st	\$0	3/22/2016
16-107	Adoption of Comp Report Mannik Smith March 22 2016	\$0	3/22/2016
16-163	First round scoring and ranking criteria adopted	\$0	4/26/2016
16-198	ICP 8% CIP Projects (16-099 & 16-101 match included)	\$541,347	5/10/2016
16-230	Superior Asphalt (Hawk - Loop Trail Resurface (inc. in 16-198)	\$0	5/24/2016
16-257	Paser Big Fix Asphalt Round 1	\$788,863	6/14/2016
16-258	Signage for Trail Projects	\$10,000	6/14/2016
16-288	Rocky Mtn Conveyor & Equip (Hawk Magic Carpet) (16-198)	\$0	6/28/2016
16-328	Bridges Big fix Round1	\$4,736,872.30	7/26/2016
16-394	Round Two Application Approval	\$0	9/27/2016
16-395	Round Two Scoring Criteria Approval	\$0	9/27/2016
16-524	Spicer Millage Contract consulting- 2 year 2017 & 18	\$192,846.74	12/13/2016
17-087	Special Task Force Formed	\$0	3/28/2017
17-105	MDNR Rec Passport - Accept Grant (16-099, 16-198)	\$0	3/28/2017
17-106	MDNR Passport Burchfield (see 18-107 L & W Reapply)	\$175,700	3/28/2017
17-107	MNRTF LLN ADA Improvements	\$80,400	3/28/2017
17-109	Round Two Approved Applications	\$2,990,895.50	3/28/2017
17-109	Supplies for round two Parks	\$2,000	3/28/2017
17-275	Round 3 Application Approval	\$0	7/25/2017
17-312	Approval of MCF 10 Millage Coordinator Position	\$0	8/22/2017
17-313	MNRTF McNamara Canoe Landing Accept	\$0	8/22/2017
17-380	East Lansing overage request 16-257,328 & 17-109	\$437,589	10/10/2017
17-381	Mason \$108,762 TR019 & TR020 terminated, moved to TR032	\$0	10/10/2017
17-490	Lansing Transfer \$61,661 TR004,013, 17	\$0	12/12/2017
18-022	Update to Trails Millage Coordinator (5% park funded)	\$0	1/23/2018
18-033	Consultant - MC Smith, McNamara (\$14,396 included in 16-198)	\$0	1/23/2018
18-054	Design Standards	\$0	2/13/2018
18-107	MDNR Grant Match addition L & W Grant/Burchfield	\$56,300	3/13/2018
18-108	MDNR-Passport Grant Match Canoe/Kayak ADA-LLS	\$59,000	3/13/2018
18-109	MDNR-TF Grant Match LLS Dock and ADA	\$156,600	3/13/2018
18-110	Round 3 Projects Approval	\$3,087,786	3/13/2018
18-184	LJ Trumble Overlook Shelter Additional Request	\$71,421	4/24/2018
18-185	Consultant - Rowe, LLN (\$30,787 included in 17-107)	\$0	4/24/2018
18-186	Round 3 Meridian Boardwalk	\$975,000	4/24/2018
18-187	Round 3 Engineering Design Delhi	\$40,000	4/24/2018
18-257	Round 4 Application approved	\$0	6/12/2018
18-306	LJ Trumble Maint. Building Roof Hawk Island- additional	\$17,000	7/24/2018
18-307	MDNRTF 17-0157 LLN Grant Match-Accepted	\$0	7/24/2018
18-308	Bornor Restoration (LLS Band Shell Roof) (inc. 16-198)	\$0	7/24/2018
18-345	LJ Trumble McNamara Landing MNRTF Grant Project-Additional	\$60,622	8/28/2018
18-346	City of Lansing 16-257 & 16-328 Additional Request	\$270,318.14	8/28/2018
18-380	Hawk Island Grant Millage Round 4	\$0	9/25/2018

18-381	Lake Lansing South Millage Round 4 Grant	\$0	9/25/2018
18-422	City of East Lansing Amendment fix 17-380	\$0	10/9/2018
18-423	City of Lansing Amendments fix 18-346	\$0	10/9/2018
18-469	Spicer Millage consulting- 2 year/Renewal 2019/20	\$201,756	11/13/2018
18-533	Signage for Trail Projects (2nd Ask)	\$10,000	12/11/2018
19-047	4th Round Millage Awards Includes ICP	\$6,238,456	2/12/2019
19-048	Laux Constr. -LLN MNRTF Grant Additional Request	\$35,602	2/12/2019
19-092	Millage Changes (reimbursement 50%)	\$0	3/12/2019
19-093	Amends 19-047	\$0	3/12/2019
19-117	Hawk - apply for LWCF grant (19-047)	\$0	3/26/2019
19-118	Hawk - apply for TF grant (19-047)	\$0	3/26/2019
19-119	LLS- apply for TF grant	\$0	3/26/2019
19-120	LLS - apply for LWCF grant	\$0	3/26/2019
19-121	LLS - apply for TF grant	\$0	3/26/2019
19-122	Adopt Wayfinding Plan	\$0	3/26/2019
19-123	Contract for Wayfinding Sign (supply) w/ Crannie	\$281,428	3/26/2019
Short Form	Carlson Appraisal Company/Real Property	\$1,000	Short Form date?
2016	Park Maint. Security (2016 Parks Operating)	\$50,000	2016 Budget
2017	Park Maint. Security (2017 Parks Operating)	\$50,750	2017 Budget
2018	Park Maint. Security (2018 Parks Operating)	\$51,500	2018 Budget
2019	Park Maint. Security (2019 Parks Operating)	\$52,250	2019 Budget
2017	Millage Coordinator	\$28,009	Budget Adjustment
2018	Millage Coordinator	\$117,422	2018 Budget
2019	Millage Coordinator	\$130,743	2019 Budget
2017	Parks CIP Budget	\$192,500	2017 Budget
2018	Parks CIP Budget	\$105,000	2018 Budget
2018	Parks CIP Budget	\$297,500	2019 Budget

\$22,717,990

(Estimated) six years millage revenue: \$22,274,422 (\$443,568)

Future Expenditures (Estimate):

19-?	Wayfinding Signs and Installation (Estimate)	\$300,000 ?
19-?	Real Property Acquisition (potential/estimate)	\$100,000 ?

\$400,000

(\$843,568)

Park's Budget (2020 Proposed Request):

2020	Park Maint. & Security (2020 Park Budget Request)	\$53,000
2020	Millage Coordinator (2020 Park Budget Request)	\$134,000
2020	Park CIP Budget (8%) (2020 Park Budget Request)	\$303,236

\$490,236

(\$1,333,804)

Revised 04/09/19

Millage Revuene by Year

				Estimated	Estimated	
	2015	2016	2017	2018	2019	2020
	\$3,504,041	\$3,638,860	\$3,693,272	\$3,757,795	\$3,890,000	\$3,790,454
					Total after 5	Total 6 years
					\$18,485,987	\$22,274,422

TO: Finance and Liaison Committees

FROM: Timothy J. Dolehanty, Controller/Administrator

DATE: April 23, 2019

SUBJECT: Resolution Updating Various Fees for County Services

This resolution will authorize the adjustment of various fees for county services to be effective for the Health Department and the Friend of the Court on October 1, 2019, for the Park and Zoo winter seasonal fees on November 1, 2019, and for all other departments with the exception of the Zoo, on January 1, 2020. These adjustments are based on an update of the “Cost of Services Analysis” completed by Maximus in 2002. In subsequent years, the cost has been determined by multiplying the previous year’s cost by a cost increase factor for each department. Utilizing this method again, the 2020 cost was calculated by multiplying the 2019 cost by the 2020 cost increase factor. Updated costs were then multiplied by the target percent of cost to be recovered by the fee for services as identified by the Board of Commissioners. Input was solicited from county departments and offices as part of the process of making these recommended adjustments. A full analysis of each fee was presented to all committees at previous rounds of meetings.

If the fee adjustments are passed as proposed, additional annual revenue would total approximately \$343,959. Any additional revenue will be recognized in the 2020 Controller Recommended Budget.

As directed by the Board of Commissioners, the Controller’s Office has incorporated the update of county fees into the annual budget process. This will allow the county to annually and incrementally adjust fees based on changing costs, rather than to make large adjustments at one time.

Please contact me if you have any questions regarding this information.

Attachments

EXPLANATION OF FAIR FEES

Winter Storage (line 201) – The Fair charges a fee for indoor storage of campers, boats, classic cars, etc. on the fairgrounds during the winter months. In excess of 6,000 linear feet of storage is available in various out buildings on the grounds.

4-H Club Fees (lines 202-212) – These are the rates that 4-H clubs pay for the utilization of the outdoor horse arena and barns at the south end of the Fairgrounds.

Community Hall Fees (lines 213-218) – The Community Hall offers a banquet facility that serves as a venue for wedding receptions, open houses, business seminars, retirement parties, holiday parties, etc. It seats 350 guests.

Main Arena Fees (lines 219-230) – The Main Arena at the Fairgrounds is an indoor facility that is utilized year-round for horse shows and other activities, such as sports shows, athletic events, craft shows, etc. 35,000 square feet of space is available.

Infield Arena Fees (lines 231-232) – The infield arenas are outdoor horse show areas that are available for practice areas or shows.

Entire Grounds Rental Fees (lines 232-236) – The entire fairgrounds is available for rental for larger horse shows. This includes both the north and south ends and Main Arena.

Brick Building Rental Fee (line 237) – The brick building (old Road Commission building) is available for rental and provides a dry indoor space.

Concessions & Blacksmith Fees (lines 238-241) – Some shows desire amenities such as concession stands or blacksmiths for the horses. There is a small fee that is charged to have those on site.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION UPDATING VARIOUS FEES FOR COUNTY SERVICES

WHEREAS, the Board of Commissioners set various fees for county services in Resolution #02-155 based on information and recommendations of the *Maximus Cost of Services Analysis* completed in 2002; and

WHEREAS, the Board of Commissioners also established the percent of the cost of providing the services which should be recovered by such fees, referred to in this process as a “target percent”; and

WHEREAS, the Board of Commissioners has directed the Controller’s Office to establish a process for the annual review of these fees and target percents; and

WHEREAS, the annual average United States’ consumer price index was used as the cost increase factor; and

WHEREAS, this cost increase factor is applied to the previous year’s calculated cost and multiplied by the target percent and in most cases rounded to the lower full dollar amount in order to arrive at a preliminary recommended fee for the upcoming year; and

WHEREAS, in cases where the calculated cost multiplied by target percent is much higher than the current fee, the fee will be recommended to increase gradually each year until the full cost multiplied by target percent is reached, in order to avoid any drastic increases in fees; and

WHEREAS, in cases where the calculated cost multiplied by target percent is lower than the current fee, no fee increase will be recommended for that year; and

WHEREAS, after initial recommendations are made by the Controller, these recommendations are distributed to the affected offices and departments, in order to receive their input; and

WHEREAS, after reviewing the input from the affected offices and departments, the Controller makes final recommendations to the Board of Commissioners; and

WHEREAS, the Controller’s Office has finished its annual review of these fees and recommended increases where appropriate based on increased costs of providing services supported by these fees and the percent of the cost of providing the services which should be covered by such fees as established by the Board of Commissioners; and

WHEREAS, the Board of Commissioners has reviewed the Controller’s recommendations including the target percentages, along with recommendations of the various county offices, departments, and staff.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes or encourages the following fee increases in the Attachments at the rates established effective January 1, 2020 with the exception of the Health Department and Friend of the Court, where new rates will be effective October 1, 2019, the Park and Zoo winter seasonal fees and the Park Annual Passes which will be effective starting November 1, 2019.

BE IT FURTHER RESOLVED, that the fees within major Health Department services are not included on the attachments and were not set by the policy above, but rather through policy established in Resolutions #05-166 and #05-242.

2020 County Fees Analysis
Human Services Committee

Location of Service	Fee Description	Target Percent	2019 Fee	2020 Fee
Comm. Health	MIHP Tran. Bus/Van	100%	\$36.78	\$21.20
Comm. Health	MIHP - Trans Taxi	100%	\$33.64	\$21.31
Comm. Health	MIHP Trans. Volunteer	100%	\$0.36	\$0.20
Comm. Health	Compreh Envir Investigation	100%	\$310.00	\$315.00
Imm. Clinic	Internat'l Travel Consult	100%	\$64.00	\$65.00
Env. Health	Category 1 (see definition below) - License Fee	80%	\$475.00	\$480.00
Env. Health	Category 1 (see definition below) - Full Plan Review	80%	\$980.00	\$985.00
Env. Health	Category 1 (see definition below) - New Owner/Eval	80%	\$525.00	\$530.00
Env. Health	Category 1 (see definition below) - New Owner w/minimal plan review	80%	\$630.00	\$635.00
Env. Health	Category 2 (see definition below) - License Fee	80%	\$655.00	\$660.00
Env. Health	Category 2 (see definition below) - Full Plan Review	80%	\$1,360.00	\$1,370.00
Env. Health	Category 2 (see definition below) - New Owner/Eval	80%	\$735.00	\$740.00
Env. Health	Category 2 (see definition below) - New Owner w/minimal plan review	80%	\$770.00	\$775.00
Env. Health	Category 3 (see definition below) - License Fee	80%	\$925.00	\$935.00
Env. Health	Category 3 (see definition below) - Full Plan Review	80%	\$1,955.00	\$1,965.00
Env. Health	Category 3 (see definition below) - New Owner/Eval	80%	\$1,065.00	\$1,075.00
Env. Health	Category 3 (see definition below) - New Owner w/minimal plan review	80%	\$1,180.00	\$1,190.00
Env. Health	Mobile - License Fee	80%	\$370.00	\$375.00
Env. Health	Mobile - Full Plan Review	80%	\$505.00	\$510.00
Env. Health	Mobile - New Owner/Eval.	80%	\$420.00	\$425.00
Env. Health	STFU - Full Plan Review	80%	\$505.00	\$510.00
Env. Health	STFU - New Owner/Eval	80%	\$455.00	\$460.00
Env. Health	Seasonal Facilities - License Fee	50%	\$280.00	\$285.00
Env. Health	Late Fee for Temporary Food License application less than 5 days prior to event (in addition to the \$195 license)	100%	\$195.00	\$200.00
Env. Health	Inspection fee for STFU	24%	\$90.00	\$90.00
Env. Health	Contstruction/Remodeling that begins without approved plans	80%	\$800.00	\$805.00
Env. Health	Food Service plan review re-evaluation or re-submission	100%	\$505.00	\$515.00
	Enforcement Food Service Program Fees			
Env. Health	Informal Hearing Fee	100%	\$1,200.00	\$1,210.00
Env. Health	Formal Hearing Fee	100%	\$1,200.00	\$1,210.00
Env. Health	Follow Up inspection to assess compliance for critical violations	100%	\$150.00	\$155.00
Env. Health	Fee for new owner operating without new license	80%	\$660.00	\$665.00
Env. Health	Well - permit to construct or alter a private residential , type II, or type III well	90%	\$390.00	\$395.00
Env. Health	Septic - new or repair permit for residential or commercial	90%	\$860.00	\$870.00
Env. Health	Combined - well & septic	90%	\$1,060.00	\$1,070.00
Env. Health	Well - Sanitary survey, public non community Type II - transient well	90%	\$435.00	\$440.00
Env. Health	Well - Sanitary survey, public non community Type II non - transient Well	90%	\$505.00	\$510.00
Env. Health	Septic Evaluation - application for residential or commercial lot & soil evaluation	90%	\$395.00	\$400.00
Env. Health	Septic Evaluation - plan review for engineered system	90%	\$315.00	\$320.00
Env. Health	NEW - Township Requested Evaluation	100%	\$0.00	\$100.00
Env. Health	Full plan review	80%	\$440.00	\$445.00
Env. Health	Permanent Campground	100%	\$425.00	\$430.00
Env. Health	Point of Sale - On-site evaluation of well & septic	75%	\$455.00	\$460.00
Env. Health	Point of Sale - Waste treatment evaluation	100%	\$355.00	\$360.00
Env. Health	Point of Sale - 1 Year Extension NEW	100%	\$0.00	\$100.00

Location of Service	Fee Description	Target Percent	2019 Fee	2020 Fee
Env. Health	Additional pool at the same location	100%	\$105.00	\$110.00
Env. Health	Re-inspection fee after violation	100%	\$180.00	\$185.00
Env. Health	Tobacco & E- cigarette Change of Ownership Fee - East Lansing	100%	\$122.00	\$125.00
Env. Health	Tobacco & E - cigarette sales license vending machine	100%	\$345.00	\$350.00
Env. Health	Category 1: 56 - 499 Gallons (450 - 4,499 pounds) - Reporting Fee	50%	\$72.00	\$73.00
Env. Health	Category 3: 5,000 or more Gallons (more than 45,000 pounds) - Inspection Fee	50%	\$360.00	\$365.00
Parks	Administrative -Returned Check Fee	100.0%	\$33.00	\$34.00
Parks	Cancellation Fee (for all park reservations)	100.0%	\$21.00	\$22.00
Parks	Winter Sports Building (100 Person Capacity)	100.0%	\$96.00	\$97.00
Parks	Winter Sports Building - reservation fee/non operational hrs	100.0%	\$30.00	\$31.00
Parks	Lake Lansing South Lakeview	100.0%	\$80.00	\$81.00
Parks	Lake Lansing North Oak Knoll	100.0%	\$80.00	\$81.00
Parks	Lake Lansing North Sandhill	100.0%	\$80.00	\$81.00
Parks	Hawk Island Kestrel	100.0%	\$80.00	\$81.00
Parks	Burchfield Deer Run	100.0%	\$80.00	\$81.00
Parks	Burchfield Pine Knoll	100.0%	\$80.00	\$81.00
Parks	Burchfield Southridge	100.0%	\$80.00	\$81.00
Parks	Lake Lansing - North - 1/2 of Main	100.0%	\$105.00	\$110.00
Parks	Burchfield 1/2 of North Bluff	100.0%	\$105.00	\$110.00
Parks	Burchfield 1/2 of Woodsong	100.0%	\$105.00	\$110.00
Parks	Lake Lansing - South - 1/2 of Main	100.0%	\$105.00	\$110.00
Parks	Lake Lansing - North - Main	100.0%	\$190.00	\$195.00
Parks	Burchfield - North Bluff	100.0%	\$190.00	\$195.00
Parks	Burchfield - Woodsong	100.0%	\$190.00	\$195.00
Parks	Lake Lansing - South - Main	100.0%	\$190.00	\$195.00
Parks	Burchfield - Overlook	100.0%	\$190.00	\$195.00
Parks	Hawk Island - Red Tail	100.0%	\$265.00	\$275.00
Parks	Hawk Island	100.0%	\$80.00	\$81.00
Parks	Lake Lansing South	100.0%	\$80.00	\$81.00
Parks	Abandonment Recovery Fee	100.0%	\$42.00	\$43.00
Parks	Canoe/Kayak Trips - Eaton Rapids	100.0%	\$30.00	\$31.00
Parks	Boat Launch - Annual	100.0%	\$50.00	\$55.00
Parks	Resident Monday-Friday 9am-4pm	100.0%	\$97.00	\$100.00
Parks	Resident Mon-Fri 7:30am-5:30pm	100.0%	\$130.00	\$135.00
Parks	Moonwalk	100.0%	\$290.00	\$300.00
Parks	Dunk Tank	100.0%	\$240.00	\$250.00
Parks	Giant Slide	100.0%	\$420.00	\$430.00
Parks	Band Shell Rental	100.0%	\$100.00	\$105.00
Parks	Snow Shoe Rental Adult	100.0%	\$7.00	\$5.00
Fair	PER DAY, includes janitorial fees and facility fee	100%	\$600.00	610.00
Fair	PER Water Dump	100%	\$60.00	61.00
Fair	Main Arena Full Day Use - Shooting Sports No charge for 3 hours or less Mon-Thurs ONLY as long as it isn't rented	100%	\$600.00	610.00
Fair	Monday-Thursday if there is food (no food is free) 4H	100%	\$90.00	91.00
Fair	Saturday 4H	100%	\$900.00	920.00
Fair	Sunday-Friday All others (Deposit Required)	100%	\$425.00	450.00
Fair	Saturday All others (Deposit Required)	100%	\$925.00	950.00
Fair	Main Arena - Single Day Rental	100%	\$2,000.00	2,040.00
Fair	Main Arena - Weekend Rental	100%	\$4,500.00	4,600.00
Fair	Facility Fee - for organizations that hold 1-3 shows per yr	100%	\$300.00	305.00
Fair	Facility Fee - for organizations that hold >4 shower per yr	100%	\$400.00	405.00
Fair	North End w/ Main Arena Bldg. (min for 2 or 3 day show)	100%	\$4,500.00	4,600.00

Location of Service	Fee Description	Target Percent	2019 Fee	2020 Fee
Fair	w/ extra barn fees Comm. South, Barn A or Barn B	100%	\$300.00	305.00
Fair	w/ extra barn fees All other North End Barns	100%	\$250.00	255.00
Fair	South End with Outside Arena (min for 2 or 3 day show)	100%	\$2,750.00	2,800.00
Fair	w/ extra barn fees UU or VV Barns	100%	\$300.00	305.00
Fair	w/ extra barn fees All other South End Barns	100%	\$250.00	255.00
Fair	Covered Practice Arena Per Show	100%	\$500.00	510.00
Fair	Covered Practice Arena Per Dump for Watering Arena and Drag	100%	\$60.00	61.00
Fair	Infield Arena Per Day	100%	\$450.00	460.00
Fair	Infield Arena Per Day Per Dump for Watering Arena	100%	\$60.00	61.00
Fair	Entire Grounds minimum for 2 to 3 day show	100%	\$6,750.00	6,900.00
Fair	w/ extra barn fees Comm South, Barn A & Barn B, VV or UU	100%	\$300.00	305.00
Fair	w/ extra barn fees All other Barns	100%	\$250.00	255.00
Fair	Dumps/Drags North End w/ Main Arena and Entire Grounds 2 or 3 Day cost will be incurred after 2 times	100%	\$60.00	61.00
Fair	Brick Building Rental Fee	100%	\$250.00	255.00
Fair	Concessions & Blacksmiths - per day for 2 or 3 day shows	100%	\$75.00	76.00