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FINANCE COMMITTEE
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TODD TENNIS
BRIAN McGRAIN
BRYAN CRENSHAW
SARAH ANTHONY
RANDY SCHAFER
ROBIN CASE NAEYAERT

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, APRIL 20, 2016 AT 6:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [April 6, 2016](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Sheriff's Office
 - a. Resolution Authorizing the Ingham County Sheriff's Office to Contract with the [Delhi Fire Department](#) for the Use of Ingham County Paramedic Equipment
 - b. Resolution Authorizing the Ingham County Sheriff's Office to Contract with the Ingham Regional [Special Response Team](#) for the Use of Ingham County Paramedic Equipment
2. Treasurer's Office - Update on the Bank Reconciliation Process and Software Changes
3. Financial Services - Plante Moran's Annual Pre-Audit Presentation
4. Animal Control - Resolution to Accept the Bissell Pet Foundation Super Saturday Free [Adoption Grant](#)
5. Equalization/Tax Mapping
 - a. Resolution to Adopt the 2016 County [Equalization Report](#) as Submitted with the Accompanying Statements
 - b. Resolution Designating [County Representatives](#) at State Tax Commission Hearings
6. Health Department - Resolution to [Amend Resolution #15-193](#) to Include Ingham County Health Department Breast & Cervical Cancer Control (BCCCP)/Wisewoman Fees
7. Special Transportation Millage - Resolution to Submit to the Electorate a Special Millage Question for a Countywide [Transportation System](#) Primarily for the Disabled and Elderly
8. Road Department
 - a. Resolution Authorizing [Adjustments](#) to the Road Department Budget
 - b. Resolution Authorizing a Contract for [Supplying and Servicing Mechanics'](#) Uniforms, Shop Towels, Floor Mats & Related Services for the Road Department

9. Ingham County Fair - Resolution Authorizing Entering into a Contract with Bierlein Companies, Inc. for [Demolition Services](#) and Legal Disposal of the Grandstands at the Ingham County Fairgrounds
10. Parks Department
 - a. Resolution [Rescinding Resolution #11-251](#) Authorizing the Establishment of Ingham County Employee Discount Activity User Fees
 - b. Resolution Authorizing the Ingham County Parks Department 2015/2016 Trails and Park [Millage Expenditures](#)
 - c. Resolution Approving the [Scoring/Ranking](#) Criteria for the Trails and Parks Program Application
11. Purchasing Department - Resolution Authorizing an Extension of the Agreement with Comerica, Inc. for the [Procurement Card](#) Program
12. Board of Commissioners - Resolution Establishing a [Temporary Clerical Support Position](#)
13. Controller/Administrator's Office
 - a. Resolution to Submit to the Electorate an Ingham County Potter Park Zoo and [Potter Park](#) Renewal Question
 - b. Resolution Submitting to a Vote of the Electorate a Special Millage for Continuing Comprehensive Emergency Telephone Services ([9-1-1 Services](#))
 - c. Resolution to Submit to the Electorate a [Juvenile Millage](#) Renewal Question
 - d. Resolution to Submit to the Electorate a Special Millage Question for Animal Control [Shelter Replacement](#) (Three Options)
 - e. Resolution Establishing [Priorities](#) to Guide the Development of the 2017 Budget and Activities of County Staff
 - f. Discussion Item: Updating Various [Fees](#) for County Services
14. Board Referrals
 - a. Letter from the City of East Lansing Regarding a Notice of Public Hearing for [Brownfield Redevelopment Authority Plan #21](#)
 - b. Letter from the City of Lansing Regarding a Notice of Public Hearing to Consider a Variance to Permit [3 Projecting Signs](#) on the West Wall of 800 E. Michigan Avenue
 - c. Letter from the City of Lansing Regarding a Notice of Public Hearing for the Approval of [Brownfield Plan #65](#)

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.

**APRIL 20, 2016 FINANCE AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

The Controller's Office is recommending approval of the following resolutions:

- 1a. Sheriff's Office – Resolution Authorizing the Ingham County Sheriff's Office to Contract with the Delhi Fire Department for the Use of Ingham County Paramedic Equipment*

This resolution authorizes an agreement with the Delhi Fire Department for the use and disposal of surplus Ingham County paramedic supplies and equipment for the benefit of the citizens of Ingham County and the greater Lansing area. Ingham County ended its formal Paramedic program in 2008 and has surplus equipment and supplies available to share with other Ingham County Public Safety Agencies. (See attached material for details)

- 1b. Sheriff's Office – Resolution Authorizing the Ingham County Sheriff's Office to Contract with the Ingham Regional Special Response Team for the Use of Ingham County Paramedic Equipment*

This resolution authorizes an agreement with the Ingham Regional Special Response Team for the use and disposal of surplus Ingham County paramedic supplies and equipment for the benefit of the citizens of Ingham County and the greater Lansing area. Ingham County ended its formal Paramedic program in 2008 and has surplus equipment and supplies available to share with other Ingham County Public Safety Agencies. (See attached material for details)

- 4. Animal Control – Request to Accept the BISSELL Pet Foundation Super Saturday Free Adoption Grant*

This resolution authorizes acceptance of a grant to reimburse Ingham County Animal Control (ICAC) for no fee adoptions to be completed by May 7, 2016 as part of the BISSELL Pet Foundations Super Saturday Free Adoption event. ICAC will make animals available to qualifying adopters for free. ICAC will use their regular adoption application, screening process and adoption agreement for adoptions as part of this event. The grant will facilitate an increase in adoptions and marketing of the event will help raise the profile of ICAC's adoption program in the community.

The amount of the grant will be determined by the number, species and ages of the animals adopted on May 7, but is anticipated to be between \$2,000 and \$4,000. There is no match requirement. (See attached material for details)

- 5a. Equalization Tax/Mapping – Resolution to Adopt the 2016 County Equalization Report as Submitted with the Accompanying Statements*

This resolution will adopt the annual Equalization Report, which is used to levy property taxes for the general fund's 2016 budget year, and the 2017 budget year for the county's other millages. The 2016 equalized values for the 16 townships and five cities in the County will be adopted for real property values at \$7,695,629,028 and personal property values at \$652,769,929, for a total equalized value of real and personal property of \$8,348,398,957.

5b. Equalization Tax/Mapping – *Resolution Designating County Representatives at State Tax Commission Hearings*

This resolution will designate Douglas A. Stover, Equalization Director, and Commissioners Rebecca Bahar-Cook and Robin Case-Naeyaert to represent Ingham County at the State Tax Commission Hearings. The preliminary meeting will be held on Monday, May 9, 2016 and the Annual State Equalization Hearing will be held on Monday, May 23, 2016.

6. Health Department – *Resolution to Amend Resolution #15-193 to Include Ingham County Health Department Breast & Cervical Cancer Control (BCCCP)/Wisewoman Fees*

This resolution amends Resolution #15-193 to include Ingham County Health Department (ICHHD) Breast and Cervical Cancer Control Program Navigation Program (BCCCNP)/Wisewoman fees. Each year, Ingham County passes a resolution to set fees for various county services as part of the budget process. Resolution #15-193 authorized these fees for FY 2016. At the time this resolution was passed, BCCCNP/WISEWOMAN services were not available to the citizens of Ingham County.

7. Special Transportation Millage – *Resolution to Submit to the Electorate a Special Millage Question for a Countywide Transportation System Primarily for the Disabled and Elderly*

It is necessary to put the Special Transportation Millage before the voters this fall, as the term of the millage expires. Voters have technically approved two separate millages, one in 2010 for .48 mill and a second in 2012 for .12 mill. It is the opinion of the County Attorney that a millage "renewal" may not be presented for a combined .60 millage request as that level was never separately previously voted on by the electorate. Therefore, this resolution treats the combined .60 mill amount as a new millage intended to "restore" the prior combined millage level. If the millage is combined, it can in the future be treated as a single millage for future renewal efforts. This resolution places the combined .60 mill reauthorization on the August primary ballot.

8a. Road Department – *Resolution Authorizing Adjustments to the Road Department Budget*

The Road Department proposes an amendment to the 2016 Road Budget to recognize additional revenue and appropriate excess funding for 2015. The amendment would increase revenue by \$1,668,000 and adds \$1,407,000 in additional use of fund balance for a total increase of \$3,075,000. Additional expenditures include:

- \$75,000 in personnel costs for a previously approved new mechanic
- \$500,000 in contracted services to fund the Local Road Program up to normally budgeted amount and to fund repairs to the southbound Okemos Road bridge over the Red Cedar River (listed under State Construction on the accompanying resolution)
- \$1,500,000 for additional asphalt and tack road maintenance
- \$1,000,000 in capital outlay to replace aged road equipment

8b. Road Department – *Resolution Authorizing a Contract for Supplying and Servicing Mechanics' Uniforms, Shop Towels, Floor Mats & Related Services for the Road Department*

Bids were sought from experienced and qualified vendors for the purpose of furnishing rental uniforms, cleaning of such uniforms, rental and cleaning of area protection mats and shop towels for the Road Department for a period of three years with an option for a two-year extension. Although there is a significant cost differential between the two bids received, the Road Department was not satisfied with the current vendor. The

Road Department recommends that the Board award a three-year contract to Arrow Uniform Rental, with an option for a two-year extension, at a cost not to exceed \$6,556.56 annually. Prices will remain constant with no yearly price increases for the initial three-year term of the contract.

9. *Ingham County Fair – Resolution Authorizing Entering into a Contract with Bierlein Companies, Inc. for Demolition Services and Legal Disposal of the Grandstands at the Ingham County Fairgrounds*

The condition of the existing grandstands at the fairgrounds no longer meets safety standards based on the findings of a recent inspection report. After careful review of bids, the Purchasing Director and Fair Board both concur that a contract be awarded to Bierlein Companies Inc. who submitted the lowest responsible bid in the amount not to exceed \$42,200.00, for demolition and legal disposal services of the grandstands at the Ingham County Fairgrounds. A resolution to authorize this expenditure is offered for Board consideration.

10a. *Parks Department – Resolution Rescinding Resolution #11-251 Authorizing the Establishment of Ingham County Employee Discount Activity User Fees*

The Parks Department recommends the Board rescind Resolution 11-251 that authorized a reduced rate for County employees on rowboat, pedal boat, canoe, kayak, disc golf, cross country ski, snow tube, and snowboarding rentals. Discounted rates were offered in effort to promote county employee physical activity. Park personnel believe elimination of the \$1.00 discount will not impact the overall good health practices for Ingham County employees since a new wellness program was implemented.

10b. *Parks Department – Resolution Authorizing the Ingham County Parks Department 2015/2016 Trails and Park Millage Expenditures*

Board of Commissioners Resolution 16-102, approved 8% of the Trails and Parks Millage collected for FY 2015 and 2016 for allocation to the Ingham County Parks Department to fund capital projects. Park staff and the Park Commission have identified projects worthy of funding because of past deferred maintenance decisions. The most critical equipment replacement as well as facility upgrades and repairs are included. A resolution that identifies each project is included for Board consideration.

10c. *Parks Department – Resolution Approving the Scoring/Ranking Criteria for the Trails and Parks Program Application*

The Parks Department recommends approval of scoring/ranking criteria for use in evaluating Trails and Parks Program Applications for the first round of applications received by the deadline of June 1, 2016. Projects include bridges identified within the Mannik & Smith Trails and Parks Comprehensive Report in Table #7, with priority given to those bridges with a need for total replacement.

11. *Purchasing Department – Resolution Authorizing an Extension of the Agreement with Comerica, Inc. for the Procurement Card Program*

The Purchasing Department recommends approval of a resolution to authorize a two-year extension to the agreement with Comerica, Inc. to provide commercial card services for the County Procurement Card (P-card) Program. The program provides a convenient means to make purchases and at the same time reduce costs associated with initiating and paying for those purchases. Resolution 12-88 authorized a three-year agreement with an option to renew for two years with Comerica, Inc. Inclusive of this agreement is a rebate program called the Revenue Share Program. Based on the County's current annual P-card spending of \$3.4M, the County received a \$28,962 rebate for 2015.

12. Board of Commissioners – *Resolution Establishing a Temporary Clerical Support Position*

The Board Coordinator serves as the Freedom of Information Act (FOIA) Coordinator for the County. Changes to the statute governing FOIA established new policy guidelines and operational procedures, and significantly impacted the role and responsibilities of the FOIA Coordinator. The number of requests, time constraints of responding to the requests, and the need for voluminous review of the records requested has significantly impacted the operational efficiency of the Board Office. In response to the substantial number of employee hours devoted to this one aspect of Board Office responsibilities, there is a need for temporary clerical support. A resolution is offered to authorize establishment of a temporary position to assist the Board of Commissioners Office in processing FOIA requests at a cost of \$4,550.

13a. Controller's Office – *Resolution to Submit to the Electorate an Ingham County Potter Park Zoo and Potter Park Renewal Question*

The current authorized millage (0.4100) for operation, maintenance and improvements at Potter Park Zoo expired on December 31, 2015. In order to renew this millage for 2016 and beyond it is necessary that Board adopt ballot language no later than May 10 in order for the question to appear on the August 2 ballot, or August 16 on order to appear on the November 8 ballot. A proposed resolution and ballot language are offered for Board consideration.

13b. Controller's Office – *Resolution Submitting to a Vote of the Electorate a Special Millage for Continuing Comprehensive Emergency Telephone Services (911 Services)*

This resolution authorizes the placement of this 911 Services Special Millage renewal ballot language on the August 2, 2016 Primary Election. This is the main source of funds for operating the Ingham County 9-1-1 Central Dispatch Center and System. The millage would renew at 0.8500 mills, \$0.85 per \$1,000 of taxable value, for a period of four (4) years (2016-2019). This long term millage was first approved in 1996. The first year of the millage would generate approximately \$5,803,020. (see attached material for details)

13c. Controller's Office – *Resolution to Submit to the Electorate a Juvenile Millage Renewal Question*

This resolution authorizes the placement of this Juvenile Justice Millage (JJM) Special Millage renewal ballot language on the August 2, 2016 Primary Election. This is the one of the main sources of funds for operating the Ingham County Juvenile Justice System. The millage would renew at 0.60 of one mill, \$ 0.60 per thousand dollars of state taxable valuation for a period of five years (2017-2021). This long term millage was first approved in 2002. The first year of the millage would generate approximately \$5,803,020. (See attached material for details)

13d. Controller's Office – *Resolution to Submit to the Electorate a Special Millage Question for Animal Control Shelter Replacement (Three Options)*

These three proposed resolutions will give you some options to consider for a ballot proposal for a new special millage to be placed on the August 2, 2016 Primary election. All three are for 10 years and fund the base costs of constructing, equipping, and financing a new Animal Control Shelter Facility at an estimated cost of \$6.2 million. The second option includes having the new millage cover not only the Shelter Replacement costs, but also the current net operational costs of the Ingham County Animal Control Department. The third option includes having the new millage cover not only the Shelter Replacement costs, and the current net operational costs, it also covers enhanced Animal Control Services which will be detailed by priority with some options for improved and expanded service for both the Animal Control Shelter Facility and for Animal Control Officer Law Enforcement and Animal Welfare operations. (See attached material for details)

13e. Controller's Office – *Resolution Establishing Priorities to Guide the Development of the 2017 Budget and Activities of County Staff*

Per the direction given at the March 28 Board Leadership meeting, this resolution establishes priorities to guide the development of the 2017 budget and activities of county staff. The resolution is based on staff notes from the Board's strategic planning workshop that was facilitated by Management Partners on March 24, 2016.

OTHER ITEMS:

2. Treasurer's Office – *Update on the Bank Reconciliation Process and Software Changes*

3. Financial Services – *Plante Moran's Annual Pre-Audit Presentation*

13f. Controller's Office – *Discussion Item: Updating Various Fees for County Services*

This is a discussion item only for this round of meetings. The Controller's Office annually prepares for Board of Commissioner review details about proposed fee adjustments for the upcoming budget process. This year's review has been completed and some adjustments are being presented to the Board of Commissioners for their future consideration. This information is being presented at the current round of committee meetings as a discussion item for input from the BOC. A resolution recommending any fee increases will be presented at the next round of meetings for adoption. A draft version for discussion is included in this packet. (See attached memo for details)

BOARD REFERRALS:

14a. *Letter from the City of East Lansing Regarding a Notice of Public Hearing for Brownfield Redevelopment Authority Plan #21*

14b. *Letter from the City of Lansing Regarding a Notice of Public Hearing to Consider a Variance to Permit 3 Projecting Signs on the West Wall of 800 E. Michigan Avenue*

14c. *Letter from the City of Lansing Regarding a Notice of Public Hearing for the Approval of Brownfield Plan #65*

FINANCE COMMITTEE
April 6, 2016
Draft Minutes

Members Present: Anthony, Bahar-Cook, Case-Naeyaert, Crenshaw, McGrain, Schafer, and Tennis (Arrived at 6:28 p.m.)

Members Absent: None

Others Present: Treasurer Eric Schertzing, Sheriff Gene Wriggelsworth, Teri Morton, John Neilsen, Rick Terrill, Tim Morgan, Doug Stover, John Dinon, Eric Thelen, Sam Davis, Greg Harless, Henry Rojas, and others

The meeting was called to order by Chairperson Bahar-Cook at 6:00 p.m. in Personnel Conference Room “D & E” of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan.

Approval of the March 16, 2016 Minutes

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE MINUTES OF THE MARCH 16, 2016 FINANCE COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis.

Additions to Agenda

Late –

10. Presentation: Overview of the Ingham County Jail Operations.

Limited Public Comment

None.

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

1. Treasurer’s Office
 - a. Resolution Authorizing 2016 Administrative Fund
 - b. 2016 Borrowing Resolution (2015 Delinquent Taxes)

2. Sheriff’s Office
 - a. Resolution Authorizing Participation with the Meridian Township Police Department Highway Safety Grant
 - b. Resolution Authorizing Participation with the Meridian Township Police Department Youth Alcohol Enforcement Grant

3. Animal Control
 - a. Resolution to Cancel the “On Call” Letter of Understanding with the United Auto Workers
 - b. Resolution to Adopt the “On Call” Letter of Understanding with Capital City Labor Program

4. Health Department
 - a. Resolution to Authorize an Extension to the Agreement with Community Mental Health Authority of Clinton, Eaton and Ingham Counties (CMH-CEI) for a Mental Health Therapist
 - b. Resolution to Amend the Agreement with St. Vincent Catholic Charities (STVCC) for Interpreter Services
 - c. Resolution to Authorize a Contract with Iron Mountain Inc. for the Transport, Storage and Retrieval of Files
 - d. Resolution to Authorize an Infectious Disease Physician Agreement with the College of Osteopathic Medicine at Michigan State University
 - e. Resolution to Authorize Amendment #3 to the 2015-2016 Comprehensive Agreement with the Michigan Department of Community Health

5. Parks Department
 - a. Resolution Authorizing Ingham County to Enter into a Contract with Spicer Group, Inc. for Professional Consulting Services to Assist the Ingham County Parks Department and Park Commission in Assembling the 2017-2021 Master Plan
 - b. Resolution Authorizing the Funding for the Purchase of a Versymmetric Plus 2 Lift - Vehicle Hoist System at Hawk Island County Park

6. Equalization/Tax Mapping
 - a. Resolution Approving Entering into a Grant with the Michigan Department of Licensing and Regulatory Affairs and Appointing Douglas A. Stover as County Grant Administrator for the 2016 Remonumentation Project
 - b. Resolution to Contract with Ronnie M. Lester as County Representative for the Ingham County Monumentation and Remonumentation Project in 2016
 - c. Resolution to Contract with Bumstead Land Surveys, Enger Surveying and Engineering, Geodetic Design, Inc., David R. Lohr Surveying, Co., Reynolds Heritage Land Surveying and Mapping and Wolverine Engineers & Surveyors, P.C., as Project Surveyors for the 2016 Ingham County Remonumentation Project
 - d. Resolution to Contract with and Appoint Anthony Bumstead, David Clifford, Ronald Enger, Gilbert Barish, David Van Denberghe, David Lohr, Brian Reynolds and Greg Vaughn, as Peer Review Group Members for the 2016 Ingham County Remonumentation Project

7. Road Department
 - a. Resolution to Retain As-Needed Construction Inspection and Supervision Services with Tetra Tech of Michigan, P.C. and NTH Consultants, Ltd

- b. Resolution to Retain As-Needed Material Testing Services with Soil and Materials Engineers, Inc. (SME) and Professional Service Industries, Inc. (PSI)
 - c. Resolution Authorizing the Purchase of 2016 Seasonal Requirement of Asphalt Emulsions for the Road Department
 - d. Resolution to Authorize a Bridge Design Professional Engineering Services Contract with DLZ Michigan, Inc.
 - e. Resolution to Authorize a Bridge Design Professional Engineering Services Contract with Great Lakes Engineering Group, LLC
 - f. Resolution Authorizing the Purchase of 2016 Seasonal Requirements of Smooth-Lined Corrugated Polyethylene Pipe & Helically Corrugated Steel Pipe for the Road Department
 - g. Resolution Authorizing the Extension of a Contract for Gravel Road Dust Control Service for the Road Department
8. Controller/Administrator's Office - Resolution Authorizing Adjustments to the 2016 Ingham County Budget
9. Board Referral - Letter from the City of Lansing Regarding a Notice of Public Hearing for the Approval of Brownfield Plan #65

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioner Tennis.

Please note that later in the meeting, the Committee suspended the rules to allow Commissioner Tennis to vote on the consent agenda.

Commissioner Tennis voted in favor of the items on the consent agenda.

3. Animal Control
- c. Resolution to Create Two Lead Worker Positions

MOVED BY COMM. ANTHONY, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE RESOLUTION TO CREATE TWO LEAD WORKER POSITIONS.

Commissioner Schafer expressed concern over the education requirements.

Commissioner McGrain suggested forwarding the issue to Human Resources.

Commissioner Anthony stated that there should be a base minimum for a high school degree and pushing for some sort of post-secondary credential.

Commissioner Case-Naeyaert stated that she agreed with Commissioner Anthony.

John Dinon, Animal Control Director, stated that he reviewed the job description and felt they were appropriate.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis.

Commissioner McGrain asked if Animal Control Officers responded to all complaints.

Mr. Dinon answered that they responded to any credible complaint. He stated that they would rather go and find out that there wasn't a problem than to risk ignoring a possible problem. He further stated that people who report complaints do not get a report back.

Commissioner McGrain asked if there was any mechanism to punish individuals from filing false complaints.

Mr. Dinon answered that frequent reporters of false claims were noted and asked to stop.

10. Presentation: Overview of the Ingham County Jail Operations.

John Neilsen, Chief Deputy Controller, introduced the presentation.

Rick Terrill, Facilities Director, presented an overview of the Ingham County Jail Operations.

Commissioner Schafer asked if the kinds of desired security affected the plans for a new jail.

Greg Harless, Chief Deputy Sheriff, stated that there would be no difference in locks other than they would be higher tech.

Sheriff Gene Wriggelsworth presented an overview of the Ingham County Jail Operations.

Chairperson Bahar-Cook asked if additional space would be allowed for 55th District Court to grow if needed.

Sheriff Wriggelsworth answered that it would be built so that additions could be built at a later date.

Commissioner Crenshaw asked, on average, how many inmates were at the jail.

Sam Davis, Corrections Major, answered that it averaged around 570.

Commissioner Crenshaw asked what the maximum amount of time an inmate could be at the jail.

Sheriff Wriggelsworth answered up to a year, but that there were special circumstances where it could be longer.

Commissioner Case-Naeyaert asked if there was a lot of recidivism at the jail.

Sheriff Wriggelsworth answered yes.

Commissioner Tennis arrived at 6:28 p.m.

MOVED BY COMM. ANTHONY, SUPPORTED BY COMM. SCHAFER, TO SUSPEND THE RULES AND ALLOW COMM. TENNIS TO VOTE ON THE CONSENT AGENDA ITEMS FOR WHICH HE WAS ABSENT.

THE MOTION CARRIED UNANIMOUSLY.

Commissioner Case-Naeyaert stated that the wear-and-tear of a building opened 24/7 since 1963 was huge.

Commissioner McGrain asked what the next big project was and what the cost would be.

Mr. Terrill answered that he could not give a good estimate. He stated that the biggest, possible, upcoming failures at the jail were plumbing, heating, and cooling. He further stated that the locks were over 37 years old.

Mr. Harless stated that the biggest concern for the Sheriff's office was the condition of the locks as it directly related to safety.

There was a discussion regarding the jailing of individuals unable to pay fines.

Mr. Davis stated that the Sheriff was good about working with judges to remove individuals that did not belong in jail such as pregnant women.

Chairperson Bahar-Cook departed at 6:37 p.m.

Commissioner McGrain asked if it was possible to have statistics about inmate transport.

Mr. Neilsen stated that as long as it was within the district court's provisions, video conferencing would be an asset to reduce prisoner transport.

Commissioner McGrain stated that he wanted to see the numbers on inmate transport. He asked what options were on the table if the City of Lansing stopped using their own jail.

Sheriff Wriggelsworth stated that there were several options: the City could run a paddy wagon-like operation or the City could build a new police facility and contract the County to run it.

Commissioner McGrain asked what the options were in terms of moving the jail.

Sheriff Wriggelsworth answered that it would cost more because several buildings would have to be built and staffed.

Vice-Chairperson Anthony stated that an overview of the parameters of the jail study might be helpful.

Commissioner Schafer stated that the major concern for the County was jail. He further stated that he had total faith in the Sheriff's office. He stated that the County would need to do what benefited itself and expressed support for the Sheriff's office.

Sheriff Wriggelsworth stated that building a facility would require a parking ramp which would cost several million dollars.

Commissioner Case-Naeyaert asked if the security risk had gotten worse in terms of inmate transport.

Sheriff Wriggelsworth answered that the real risks were with traffic accidents.

Commissioner Tennis asked what the annual transportation cost was between Mason and Lansing was.

Mr. Harless answered approximately \$650,000 for just the staffing cost.

Commissioner Schafer departed at 6:54 p.m.

Commissioner Tennis asked for the percentage of inmates from Lansing.

Mr. Harless answered seventy percent.

There was a discussion regarding the percentage of Lansing residents at the County jail.

Mr. Davis stated that a majority of released inmates had rides, but the ones who did not were offered bus tokens.

Commissioner Tennis asked if the City of Lansing had talked about paying for a combined lock-up between the County and the City.

Sheriff Wriggelsworth answered that multiple proposals had been submitted by the County, but none of them were accepted.

There was a discussion regarding a potential agreement between the City of Lansing and the County for running a jail.

Commissioner Case-Naeyaert stated that it did not matter where the prisoners were from because it was a county facility.

Commissioner McGrain asked if the Veterans Memorial Courthouse could be expanded so that inmates could temporarily stay there.

There was a discussion regarding expanding the Veterans Memorial Courthouse.

Mr. Harless stated that a Lansing City lock-up was still on the table, but how it would be staffed was being explored.

Commissioner McGrain asked if there was a requirement for Lansing to run their lock-up.

Mr. Neilsen answered that there was a statutory requirement for them to run their lock-up downtown. He further stated that there were different kinds of lock-ups.

Commissioner McGrain stated that he wanted some sort of clear, financial commitment from the City of Lansing.

Vice-Chairperson Anthony asked if the jail study was done.

Mr. Neilsen answered that Becky Bennett, Board Coordinator, was working on finding a date to present the study. He stated that paying for operational costs for Animal Control with millage dollars could reduce the amount of money coming from the general fund.

Commissioner McGrain suggested master planning all of the upcoming building projects together. He stated that he felt uncomfortable making decisions on the projects as separate pieces

Commissioner Crenshaw stated that there was a time constraint to get the millages on the August ballot.

Mr. Terrill stated that the annex would be coming down soon and that there were impending failures at the jail. He further stated that the next big project would most likely be the storm and separation sanitation project.

There was a discussion regarding the amount of land around the jail complex.

Mr. Terrill stated that space utilization study would be presented on April 19.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:36 p.m.

Agenda Item 1a

TO: Law and Courts Committee
Finance Committee

FROM: Major Joel Maatman

DATE: March 25, 2016

RE: Donating old ICSO Paramedic Equipment

RESOLUTION AUTHORIZING THE INGHAM COUNTY SHERIFF'S OFFICE TO CONTRACT WITH THE DELHI FIRE DEPARTMENT FOR THE USE OF INGHAM COUNTY PARAMEDIC EQUIPMENT.

Items to be used are:

- 3 – ½ back boards
- 6 folded back boards
- 1 box of Economy protection blankets
- 1 box of Endotracheal Tubes
- 1 box of disposable vomitus clean up kit
- 1 box of personal protection kits
- 1 box of povidone Iodine pre pads; IV start kits; Catheters; flare
- 1 box of Catheters
- 1 box of endotracheal tubes
- 1 box of oxygen tubing
- 1 box of oxygen tubing
- 1 box of 10 mil syringes
- 1 box of shielded IV catheters
- 1 box of oxygen tubing
- 8 boxes – Uni leads
- 2 boxes of fog free protection masks
- 1 box of pediatric masks
- 7 adult CPR dummies
- 2 baby CPR dummies
- 1 infant CPR dummy
- 1 box of CPR faces for dummies
- 1 heart poster
- 1 box of blood pressure cuffs – infant, child, adult – approx. 30
- 1 box of misc. medical equipment – tubing/ bandages, catheters
- 3 Glucose monitors
- 1 box of eyopegeal Tracheal with x-ray line
- 3 paramedic boxes with misc. equipment
- 1 sterile burn sheet

6 OB kits and 1 box of bagged OB kits
4 empty duffle bags
1 intubation kit
5 extradition collars
6 traction splints
5 splints
7 suction machines
9 ked-boards
1 box of miscellaneous intubation equipment
1 box of resuscitator bags
1 box of adult hazmat personal privacy kits
1 box of youth hazmat personal privacy kits
4 stethoscopes
1 bag phone
3 boxes of N95 Particulate filter respirators and surgical masks
1 Endotracheal tube
1 box of nasal oxygen cannula – adult

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE INGHAM COUNTY SHERIFF'S OFFICE TO CONTRACT
WITH THE DELHI FIRE DEPARTMENT FOR THE USE OF INGHAM COUNTY
PARAMEDIC EQUIPMENT**

WHEREAS, the Ingham County Sheriff's Office works closely with all countywide fire agencies to provide professional first responder assistance for our citizens; and

WHEREAS, the Ingham County Sheriff's Office due to budgetary considerations in 2008, eliminated our Paramedic Unit; and

WHEREAS, the Ingham County Sheriff's Office wants to donate several old ICSO paramedic supplies and equipment to the Delhi Township Fire for their use, in training for lifesaving situations; and

WHEREAS, the Delhi Fire Department will then distribute this donated ICSO paramedic supplies and equipment to several Ingham County Volunteer Fire Departments for their use in training and lifesaving situations.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an agreement with Delhi Fire Department for the use and disposal of surplus paramedic equipment and supplies in exchange for their continued provision of services for the benefit of victims requiring paramedic services in Ingham County and the greater Lansing area.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioner and the Sheriff are authorized to sign any necessary contract documents consistent with this resolution and approved as to form by the County Attorney.

Agenda Item 1b

TO: Law and Courts Committee
Finance Committee

FROM: Major Joel Maatman

DATE: March 25, 2016

RE: Donating old ICSO Paramedic Equipment

**RESOLUTION AUTHORIZING THE INGHAM COUNTY SHERIFF'S OFFICE TO
CONTRACT WITH THE INGHAM REGIONAL SPECIAL RESPOSE TEAM FOR
THE USE OF INGHAM COUNTY PARAMEDIC EQUIPMENT**

Items included are:

½ back board
1 box of misc. trec/intubation equipment
2 boxes of Endotracheal Tubes
4 oxygen monitors
2 paramedic boxes
1 empty duffle bag
4 intubation kits

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE INGHAM COUNTY SHERIFF'S OFFICE TO CONTRACT WITH THE INGHAM REGIONAL SPECIAL RESPONSE TEAM FOR THE USE OF INGHAM COUNTY PARAMEDIC EQUIPMENT

WHEREAS, the Ingham County Sheriff's Office works closely with all countywide police agencies to provide professional policing for our citizens; and

WHEREAS, the Ingham County Sheriff's Office strongly believes in regional team cooperation for many serious police matters; and

WHEREAS, the Ingham County Sheriff's Office, along with the Meridian Township Police Department, Michigan State University Police Department, East Lansing Police Department created a county wide Special Response Team to handled high risk police operations and incidents; in 2014; and

WHEREAS, the Ingham Regional Special Response Team is made up of 22 members from the above Ingham County Police Agencies, as well as four (4) tactical paramedics from area Fire and Paramedic Units; and

WHEREAS, the Ingham County Sheriff's Office, due to budgetary considerations in 2008, eliminated our Paramedic Unit; and

WHEREAS, the Ingham County Sheriff's Office wants to donate several paramedic supplies and equipment to the Ingham Regional Special Response Team to assist their tactical paramedics in providing them the donated used ICSO Paramedic supplies and equipment for use in training and potential lifesaving situations when the team is activated.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an agreement with the Ingham Regional Special Response Team for the use and disposal of surplus paramedic supplies and equipment for the benefit of the citizens of Ingham County and the greater Lansing area.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioner and the Sheriff are authorized to sign any necessary contract documents consistent with this resolution and approved as to form by the County Attorney.

Agenda Item 4

TO: Finance and Law & Courts Committees

FROM: John Dinon, Director Ingham County Animal Control

DATE: 31 March 2016

CC: John Neilsen, Chief Deputy Controller

RE: Request to Accept the BISSELL Pet Foundation Super Saturday Free Adoption Grant

The Ingham County Animal Control Department (ICAC) has applied for and been awarded a grant to reimburse ICAC for no fee adoptions finalized on May 7, 2016 as part of the BISSELL Pet Foundations Super Saturday Free Adoption event. ICAC will make animals available to qualifying adopters for free and the Foundation will reimburse ICAC at the following rates:

- \$58/senior dog (6 years and older)
- \$102/dog (6 months to 6 years)
- \$135/puppy (under 6 months)
- \$45/senior cat (6 years and older)
- \$70/cat or kitten (under 6 years)

ICAC will use our regular adoption application, screening process and adoption agreement for adoptions done as part of this event. The grant will facilitate an increase in adoptions and marketing of the event will help raise the profile of ICAC's adoption program in the community.

The amount of the grant will be determined by the number, species and ages of the animals adopted on May 7, but is anticipated not to exceed \$4,000. There is no match requirement.

I thank you for your consideration regarding this matter.

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT THE BISSELL PET FOUNDATION
SUPER SATURDAY FREE ADOPTION GRANT**

WHEREAS, the Ingham County Animal Control has applied for and has been approved to receive a grant from the BISSELL Pet Foundation; and

WHEREAS, the purpose of this grant is to reimburse Ingham County Animal Control for no fee animal adoptions finalized on May 7, 2016; and

WHEREAS, the award amount of this grant is dependent on the number of animals adopted on May 7, but is anticipated to not exceed \$4,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves acceptance of the grant from the BISSELL Pet Foundation for an amount to be determined by the number of adoptions finalized on May 7, 2016, but not to exceed \$4,000 with no match requirement.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Controller/Administrator to make the necessary budget adjustments to the Ingham County Animal Control budget.

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

Agenda Item 5a and 5b

To: Ingham County Finance Committee
From: Douglas A. Stover, Director
Equalization/Tax Mapping
Date: April 5, 2016
Subject: 2016 County Equalization

Attached please find:

- (1) Resolution to Adopt the 2016 County Equalization Report as submitted with the Accompanying Statements; and
- (2) Resolution Designating County Representatives at State Tax Commission Hearings.

The 2016 County Equalization Report will be distributed at the meeting.

RLF/sh
Enc.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT THE 2016 COUNTY EQUALIZATION REPORT
AS SUBMITTED WITH THE ACCOMPANYING STATEMENTS**

WHEREAS, the Equalization Department has examined the assessment rolls of the 16 townships and five cities within Ingham County to ascertain whether the real and personal property in the respective townships and cities has been equally and uniformly assessed; and

WHEREAS, based on its studies, the Equalization Department has presented to the Equalization Subcommittee the 2016 Equalization data that equalizes the townships' and cities' valuations, by adding to or deducting from the valuations of the said taxable property in the 16 townships and five cities, an amount which represents the true cash value; and

WHEREAS, the attached report is the result of the foregoing process.

THEREFORE BE IT RESOLVED, by the Board of Commissioners of the County of Ingham, that the accompanying statements be, and the same hereby are, approved and adopted by the Board of Commissioners of the County of Ingham as the equalized value of all taxable property, both real and personal, for each of the 16 townships and five cities in said County for real property values equalized at \$7,695,629,028 and personal property values equalized at \$652,769,929, for a total equalized value of real and personal property at \$8,348,398,957 pursuant to Section 211.34 MCL, 1948, as amended.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION DESIGNATING COUNTY REPRESENTATIVES AT
STATE TAX COMMISSION HEARINGS**

WHEREAS, the State Tax Commission has by statute the responsibility to annually equalize all county equalization reports for the State of Michigan; and

WHEREAS, the State Equalization hearing date and issuance of final order is set for Monday, May 23, 2016; and

WHEREAS, under administrative procedures the State Tax Commission requires that each county designate the individuals selected to represent the County at said hearing.

THEREFORE BE IT RESOLVED, that Douglas A. Stover, Equalization Director, and Commissioners Rebecca Bahar-Cook and Robin Case-Naeyaert, be and hereby are appointed to represent the County of Ingham at the preliminary meeting on Monday, May 9, 2016 and the Annual State Equalization Hearing on Monday, May 23, 2016, and any other dates as set by the State Tax Commission, in the matter of the 2016 equalization of assessments for Ingham County.

Agenda Item 6

TO: Human Services Committee
Finance Committee

FROM: Linda S. Vail, MPA, Health Officer

DATE: March 31, 2016

SUBJECT: Resolution to Amend Resolution #15-193 to Include Ingham County Health Department Breast & Cervical Cancer Control Navigation Program (BCCCNP)/WISEWOMAN Fees

This resolution amends Resolution 15-193 to include Ingham County Health Department (ICHD) Breast and Cervical Cancer Control Program Navigation Program (BCCCNP)/Wisewoman fees. Each year, Ingham County passes a resolution to set fees for various county services as part of the budget process. Resolution # 15-193 authorized these fees for FY 2016. At the time this resolution was passed, BCCCNP/WISEWOMAN services were not available to the citizens of Ingham County.

The Michigan Department of Health & Human Services (MDHHS) has included funds to provide these services to Ingham County residents in an amendment to the Comprehensive Planning, Budgeting, and Contracting (CPBC) agreement. Approval of this amendment will be included on the agenda for the 4/12/16 Board of Commissioners meeting. Once the amendment is approved, ICHD will have the ability to bill for these services via procedure codes identified by MDHHS. These procedure codes and their associated fees are included as an attachment to this resolution.

I recommend that the Ingham County Board of Commissioners adopt the attached amendment to Resolution #15-193 to include the BCCCNP/WISEWOMAN fees.

c: Sarah Bryant w/attachment
Debbie Edokpolo w/attachment
Eric Thelen w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #15-193 TO INCLUDE INGHAM COUNTY HEALTH DEPARTMENT BREAST & CERVICAL CANCER CONTROL (BCCCP)/WISEWOMAN FEES

WHEREAS, each year Ingham County passes a resolution to set fees for various county services as part of the budget process; and

WHEREAS, Resolution #15-193 authorized these fees for FY 2016; and

WHEREAS, at the time Resolution #15-193 was passed, the Ingham County Health Department (ICHD) Breast & Cervical Cancer Control Navigation Program (BCCCNP)/WISEWOMAN services were not available to the citizens of Ingham County; and

WHEREAS, the Michigan Department of Health & Human Services (MDHHS) has included funds to provide this service in an amendment to the Comprehensive Planning, Budgeting, and Contracting (CPBC) agreement which; and

WHEREAS, approval of this amendment will be included on the agenda for the April 12, 2016 Board of Commissioners meeting; and

WHEREAS, once the amendment is approved ICHD will have the ability to bill for these services via procedure codes identified by MDHHS; and

WHEREAS, the Health Officer recommends that the Board of Commissioners adopt the attached amendment to Resolution #15-193 to include the BCCCNP/WISEWOMAN fees.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners amends Resolution #15-193 to include the attached ICHD BCCCNP/WISEWOMAN fees effective May 10, 2016.

FY 2016 Breast & Cervical Cancer Control Navigation Program (BCCNP)/WISEWOMAN Fees

| | | | | |
|-----------------|--|-----------------|--------------|------------------|
| | | | | |
| | | | | |
| Location | | 2016 | | FY16 |
| of | Fee | Proposed | | Projected |
| Service | Description | Fee | Units | Revenue |
| BCCCP | Alert Value Case Management | \$101.00 | 5 | \$505 |
| BCCCP | Hypertension Case Management | \$27.00 | 5 | \$135 |
| BCCCP | Wellness Assessment | \$41.00 | 20 | \$820 |
| BCCCP | Disease Management Initial Assessment | \$41.00 | 20 | \$820 |
| BCCCP | Lifestyle Modification Mgmt of CVD - 1st stage | \$41.00 | 20 | \$820 |
| BCCCP | Lifestyle Modification Mgmt of CVD - Final stage | \$88.00 | 20 | \$1,760 |
| BCCCP | Disease Management Follow Up | \$101.00 | 20 | \$2,020 |
| BCCCP | Patient Education - Non Physician Provider | \$169.00 | 20 | \$3,380 |
| BCCCP | Patient Navigation | \$81.00 | 20 | \$1,620 |

TO: Board of Commissioners Human Services and Finance Committees

FROM: Jared Cypher, Deputy Controller

DATE: April 7, 2016

SUBJECT: Resolution to Submit to the Electorate a Special Millage Question for a Countywide Transportation System Primarily for the Disabled and Elderly

For the meeting agendas of April 18 and April 20

BACKGROUND

It is necessary to put the Special Transportation Millage before the voters this fall, as the term of the millage expires. Voters have technically approved two separate millages, one in 2010 for .48 mill and a second in 2012 for .12 mill. It is the opinion of the County Attorney that a millage "renewal" may not be presented for a combined .60 millage request as that level was never separately previously voted on by the electorate. Therefore, this resolution treats the combined .60 mill amount as a new millage intended to "restore" the prior combined millage level. If the millage is combined, it can in the future be treated as a single millage for future renewal efforts. This resolution places the combined .60 mill reauthorization on the August primary ballot.

ALTERNATIVES

There would be negative service impacts if the special transportation millages were not reauthorized. The County would likely need to find over \$100,000 from the general fund to continue transporting veterans to the VA hospital. There would be a loss of approximately \$4 million to CATA Spec-Tran and Rural Service operations.

FINANCIAL IMPACT

The total collection for the 2016 fiscal year is budgeted at just over \$4 million. Just over \$100,000 is retained by the County for the operation of a vehicle used to transport area veterans to VA hospitals in the region. The remainder is used to pay for the actual expenses of operating, administering and marketing CATA Rural Services, and to pay the actual expenses of operating, administering and marketing Spec-Tran.

OTHER CONSIDERATIONS

Ingham County and CATA are currently in the first year of a 5 year agreement for Spec-Tran and CATA Rural Services utilizing funds from the Special Transportation Millage.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to submit to the electorate a special millage question for a countywide transportation system primarily for the disabled and elderly.

GENERAL INFO 2016 ELECTIONS –RENEWALS AND NEW SPECIAL MILLAGES

This communication is to provide some basic information on special millage’s for renewal or new millages to be on either the 2016 Primary to be held August 2, 2016 or the General Election to be held November 8, 2016 for renewal. In order to be on the ballot for the August primary, language has to be approved and submitted to the Clerk for certification by May 10th at 4pm. For the November general election, the deadline is August 16th at 4pm.

The last regularly scheduled BOC Committee meetings to meet that schedule before the Clerk’s deadlines are:

August Primary Election Schedule:

- Law & Courts Committee - April 14
- Human Services Committee - April 18
- County Services Committee - April 19
- Finance Committee - April 20
- Board of Commissioners - April 26

November General Election Schedule:

- Law & Courts Committee - July 14
- Human Services Committee - July 18
- County Services Committee - July 19
- Finance Committee - July 20
- Board of Commissioners Meeting – July 26

2016 ELECTION DATES:

- Primary August 2, 2016
- General November 8, 2016

RENEWAL MILLAGES (DRAFT Resolutions attached)

- Emergency Telephone Services, 9-1-1
- Potter Park Zoo
- Special Transportation, Combined Millages
- Juvenile Justice

OTHER POTENTIAL NEW MILLAGES

- Animal Control Shelter Replacement
- Jail/Sheriff’s Office Replacement
- Senior Millage
- Ingham County Separate Tax Limitations

| MILLAGE | 2016 Proposed Renewal Election | 2016 Rate* | Original Rate | Current Authorization | Last Date for Renewal |
|---------------------------|---------------------------------------|-------------------|----------------------|------------------------------|------------------------------|
| Emergency 911 | Primary 8/2/16 | 0.8431 | 0.85 | 2012-2015 | 2016 |
| Potter Park Zoo | General 11/8/16 | 0.4100 | 0.46 | 2011-2015 | 2016 |
| Special Transportation | Primary 8/2/16 | 0.4800 | 0.48 | 2011-2015 | 2016 |
| Special Transportation II | Primary 8/2/16 | 0.1200 | 0.12 | 2012-2015 | 2016 |
| Juvenile Justice | Primary 8/2/16 | 0.6000 | 0.60 | 2012-2016 | 2016 |
| Farmland/Open Space | | 0.1400 | 0.14 | 2008-2017 | 2018 |
| Health Services | | 0.3500 | 0.52 | 2015-2019 | 2020 |
| Trails and Parks | | 0.5000 | 0.50 | 2014-2019 | 2020 |
| Indigent Veterans Support | | 0.0330 | 0.0302 | 2016 | see below** |

**2015 Tax Year*

***The indigent veterans millage will need to be reauthorized each year as a part of the general appropriations resolution, and is the only millage listed here that is collected in the same tax year and budget year, at the same time as the General Fund Operating millage.*

| Annual Cost to Homeowners of Various Millage Rates | | |
|---|---------------------------------|----------------------------------|
| | \$100,000 Home | \$200,000 Home |
| <u>Mills</u> | <u>(\$50,000 Taxable Value)</u> | <u>(\$100,000 Taxable Value)</u> |
| 0.1400 | \$7.00 | \$14.00 |
| 0.4100 | \$20.50 | \$41.00 |
| 0.6000 | \$30.00 | \$60.00 |
| 0.8500 | \$42.50 | \$85.00 |
| 1.0000 | \$50.00 | \$100.00 |

Agenda Item 7

From: Byrum, Barb
Sent: Wednesday, March 23, 2016 1:56 PM
To: Neilsen, John
Cc: Hope, Kara; Anthony, Sarah; Maiville, Randy; Crenshaw, Bryan; Celentino, Victor; Tsernoglou, Penelope; McGrain, Brian; Nolan, Deb; Case-Naeyaert, Robin; Bahar-Cook, Rebecca; Tennis, Todd; Koenig, Carol; Banas, Teri; Schafer, Randy; Bennett, Becky; Shuster, Jennifer; Stites, Robin
Subject: 2016 Elections

John,

Please allow this email message to serve as an update for the 2016 Election Year.

I am including the Board of Commissioners on this message, as they may find the information helpful.

May 3, 2016: Dansville Schools, Lansing Public Schools, Mason Public School, Eaton Rapids Public Schools, and Northwest Community Schools will all have proposals on the ballot in Ingham County.

August 2, 2016: This is the State Primary Election. Currently, Leslie Public Schools and Leslie Township Fire Department have filed ballot proposals with my office, however the deadline to submit or withdraw a ballot proposal for the August Primary is May 10, 2016. Numerous candidates will appear on this ballot, the filing deadline is at 4pm on April 19, 2016. However, those individuals running for the Office of Precinct Delegate have a filing deadline of May 3, 2016.

November 8, 2016: This is the State General Election. Currently, there are not any ballot proposals for this election, however the deadline to submit or withdraw a ballot proposal for the November General Election is August 16, 2016. Numerous candidates will appear on this ballot, the filing deadline is determined by what office is being sought.

I would encourage any individuals who have questions or concerns to reach out to me personally.

I hope you have found the above information helpful.

Sincerely,
Barb Byrum
Ingham County Clerk
517-676-7204

Sincerely,
Barb Byrum
Ingham County Clerk
517-676-7201

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO SUBMIT TO THE ELECTORATE A SPECIAL MILLAGE QUESTION FOR A COUNTYWIDE TRANSPORTATION SYSTEM PRIMARILY FOR THE DISABLED AND ELDERLY

WHEREAS, the Board of Commissioners desire to continue to provide a transportation system at the same level of service, primarily for the elderly and disabled within Ingham County; and

WHEREAS, the Board of Commissioners has provided the financial stability necessary for sound planning through a long-term Millage during the past several years; and

WHEREAS, the current authorized Millages of 0.4800 mill adopted in 2010, and 0.1200 mill adopted in 2012, both expire in 2015; and

WHEREAS, the current Millage is needed to continue to provide the same level of necessary services.

THEREFORE BE IT RESOLVED, that the following question be submitted to a vote of the electorate in the primary election to be held on August 2, 2016.

PUBLIC TRANSPORTATION SYSTEM FOR ELDERLY AND DISABLED MILLAGE QUESTION

For the purpose of reauthorizing funding for a transportation system to be used primarily by elderly and disabled persons in Ingham County at the same combined total millage level previously approved by the voters in 2010 and 2012, shall the constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Ingham, Michigan, be increased by up to 60/100 (.60) of one mill, \$.60 per thousand dollars of state taxable valuation for a period of five years (2016-2020) inclusive? If approved and levied in full, this Millage will raise an estimated additional \$4,096,250 for the transportation system in the first calendar year of the levy based on state taxable valuation.

YES [] NO []

BE IT FURTHER RESOLVED, that this question is hereby certified to the County Clerk.

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to cause the proposed to be stated on the August 2, 2016 ballot and to be prepared and distributed in the manner required by law.

Agenda Item 8a

TO: Board of Commissioners
FROM: Jill Rhode and Bill Conklin
DATE: April 6, 2016
RE: Road Budget Amendment

Attached is a resolution amending the 2016 Road Budget to recognize additional revenue and appropriate excess funding for 2015.

The amendment increases revenue by \$1,668,000 and adds \$1,407,000 in additional use of fund balance for a total increase of \$3,075,000. The additional spending is \$75,000 for personnel costs for a previously approved new mechanic, contracted services for \$500,000 to fund the Local Road Program up to normally budgeted amount and to fund repairs to the southbound Okemos Road bridge over the Red Cedar River (listed under State Construction on the accompanying resolution), asphalt and tack of \$1,500,000 for additional road maintenance and capital outlay of \$1,000,000 to replace aged road equipment.

Also attached is a list of recommended equipment purchases.

If you have any questions or wish to discuss, please contact either one of us.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ADJUSTMENTS TO THE ROAD DEPARTMENT BUDGET

WHEREAS, the Road Department has received an additional \$1,500,000 in unbudgeted funds from the State of Michigan Motor Vehicle Highway (MVH) fund, \$68,000 in Federal Aid funds, and \$100,000 in township contribution; and

WHEREAS, after the annual assessment of the prior year’s fund balance, an increase of \$1,407,000 in the use of unrestricted fund balance is available; and

WHEREAS, the Road Department is requesting to increase its expenditure budget by a total of \$3,075,000, reflecting this increase in available revenues.

THEREFORE BE IT RESOLVED, that the Road Department budget is amended to recognize \$1,500,000 in additional MVH funds, to recognize \$68,000 in additional Federal Aid funds, to recognize \$100,000 in township contribution, and to increase the budgeted use of fund balance from \$300,000 to \$1,707,000.

BE IT FUTHER RESOLVED, that the Road Department expenditure budget is amended as follows:

| | |
|--|-----------|
| Personnel Costs (new mechanic per R16-042) | 75,000 |
| Contracted Services – Local Road Program | 200,000 |
| Contracted Services – State Construction | 300,000 |
| Asphalt and Tack | 1,500,000 |
| Capital Outlay – Equipment | 1,000,000 |
| Total | 3,075,000 |

BE IT FUTHER RESOLVED, that the Road Department capital budget is amended as follows:

| | |
|--|-----------|
| (3) Tandem Trucks with Dump Boxes | 450,000 |
| (2) 3 Yard Wheel Loaders | 300,000 |
| (2) One Ton Patch Trucks with Dump Boxes | 60,000 |
| (2) Supervisor Trucks | 53,000 |
| (1) Signal Tech Truck | 25,000 |
| (1) Used Self-Propelled Asphalt Paver | 112,000 |
| Total | 1,000,000 |

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

Agenda Item 8b

TO: County Services and Finance Committees
 FROM: Jim Hudgins, Director of Purchasing
 DATE: April 1, 2016
 SUBJECT: Rental and Cleaning Services for Uniform Work Apparel, Floor Mats and Miscellaneous Items.

Project Description:

Bids were sought from experienced and qualified vendors for the purpose of furnishing rental uniforms, cleaning of such uniforms, rental and cleaning of area protection mats and shop towels for the Road Department for a period of three (3) years with an option for a two-year extension. Prices will remain constant with no yearly price increases for the initial three-year term of the contract.

Proposal Summary:

Vendors contacted: 22 Local: 5
 Vendors responding: 2 Local: 0

| VENDOR NAME | LOCAL PREF | Total Weekly Cost of all uniforms | Total Weekly Cost of all floor Mats | Total Weekly Cost of Shop Towels | Total Weekly Cost of Soiled Locker | Total Weekly Shop Towel Replacement | Total Weekly Delivery Cost | Grand Total Weekly |
|----------------------|---------------------------|-----------------------------------|---|----------------------------------|------------------------------------|-------------------------------------|----------------------------|--------------------|
| Unifirst Corporation | No, Taylor MI | \$44.65 | \$27.75 | \$18.00 | \$0.00 | \$2.70 | \$1.00 | \$94.10 |
| Arrow Uniform Rental | No, Walker MI | \$76.68 | \$29.35 | \$18.00 | \$0.00 | \$2.25 | \$0.00 | \$126.28 |
| | | | | | | | | |
| | Grand Total Weekly | Grand Total Yearly | Grand Total for 3 Year Agreement | | | | | |
| Unifirst Corporation | | \$94.10 | \$4,893.20 | \$14,679.60 | | | | |
| Arrow Uniform Rental | | \$126.28 | \$6,566.56 | \$19,699.68 | | | | |

Vendors Not Bidding:

Cintas, Lansing, Michigan:
 Reason: Cintas needed more time to consult with its legal department and prepare its response.

Recommendation:

Although there is a significant cost differential between the two bids received, the Road Department has not been satisfied with the current Contractor, Unifirst Corporation, regarding cleanliness, repairs, timely alterations or condition of the floor mats. Arrow Uniform Rental was the previous Contractor and satisfied its contractual obligations far better than Unifirst Corporation.

The Road Department’s recommendation is to award Arrow Uniform Rental a three-year contract, with an option for a two-year extension, at a cost not to exceed \$6,556.56 annually.

Advertisement:

The RFP was advertised in the Lansing State Journal, the City Pulse, and posted on the Purchasing Department Web Page.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A CONTRACT FOR SUPPLYING AND SERVICING
MECHANICS' UNIFORMS, SHOP TOWELS, FLOOR MATS & RELATED SERVICES
FOR THE ROAD DEPARTMENT**

WHEREAS, the Road Department provides uniforms for its mechanics and fleet manager per their respective labor agreements, and needs services to supply mechanics' shop towels, floor mat and related services for all Road Department facilities; and

WHEREAS, the Purchasing Department recently released bid packet #40-16 and received sealed, competitive bid proposals for these services for the next 3 year period beginning from date of service contract execution; and

WHEREAS, the current vendor, Unifirst Corporation of Taylor, Michigan and former vendor, Arrow Uniform Rental of Walker, Michigan were the only responding bidders; and

WHEREAS, the Road Department has not been satisfied with the level of service provided by the low bidder, Unifirst Corporation; and

WHEREAS, the Road Department was very satisfied with the level of service provided by the second low bidder, Arrow Uniform Rental; and

WHEREAS, it is the desire of the Road Department to award bid to second low bidder, Arrow Uniform Rental of Walker, Michigan.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bid, and authorizes entering a contract with Arrow Uniform Rental of Walker, Michigan for supplying and servicing mechanics' uniforms, shop towels, floor mats and related services for the Road Department per bid packet #40-16 for total weekly costs of \$126.28 per week for the three year period beginning from date of service contract execution.

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 on behalf of the County after approval as to form by the County Attorney.

Agenda Item 9

To: Ingham County Purchasing Office
Ingham County Controller's Office
Ingham County Board of Commissioners - County Service Committee, Chair
Ingham County Board of Commissioners - County Finance Committee, Chair
Ingham County Board of Commissioners, Chair

From: Sandra Dargatz, Executive Director, Ingham County Fair

Date: April 4, 2016

RE: Resolution Authorizing Entering Into a Contract with Bierlein Companies, Inc. for Demolition Services and Legal Disposal of the Grandstands at the Ingham County Fairgrounds

The condition of the existing grandstands no longer meets safety standards based on the 2015 C2aE grandstand inspection report demonstrating the inability to secure continued occupancy of the current grandstands beyond the 2015 season.

After demolition the Ingham County Fair Board will be renting portable bleacher systems during the week of fair, which will allow the continued generation of revenue during the "grandstand" acts. New grandstand facilities are outlined in the proposed exposition center as presented at the February 14, 2016 County Services meeting.

After careful review of bids, the Purchasing Director and Fair Board both concur that a contract be awarded to Bierlein Companies Inc. who submitted the lowest responsible bid in the amount not to exceed \$42,200.00, for demolition and legal disposal services of the grandstands at the Ingham County Fairgrounds. The funds for this project have been budgeted and approved in the 2016 CIP account number 56176900-976000 for \$90,000.00.

I respectfully recommend approval of the attached resolution to support the demolition services and legal disposal of the grandstands at the Ingham County Fairgrounds.

Agenda Item 9

TO: County Services and Finance Committees
FROM: Jim Hudgins, Director of Purchasing
DATE: April 4, 2016
SUBJECT: Demolition of the Grandstand at the Ingham County Fairgrounds

Project Description:

Proposals were sought from qualified and experienced vendors for the purpose of entering into a contract for the demolition and legal disposal of the Grandstand at the Ingham County Fairgrounds. Materials will be reused and/or recycled as much as possible instead of deposited into a landfill.

Proposal Summary:

Vendors contacted: 50 Local: 22
Pre-proposal attendance: 10 Local: 3
Vendors responding: 4 Local: 2

| VENDOR NAME | LOCAL PREF | Total Cost Demo & Legal Disposal |
|------------------------------------|--------------|----------------------------------|
| Bierlein Companies Inc | No, Midland | \$42,200.00 |
| ET Mackenzie Company | Yes, Lansing | \$56,236.00 |
| Dore & Associates Contracting Inc. | No, Bay City | \$58,600.00 |
| SC Environmental Services | Yes, Lansing | \$63,471.00 |

Recommendation:

Bierlein Companies, Inc. submitted the lowest responsive proposal. The company has years of experience working on projects of similar size and scope and comes highly recommended.

The Fair Office recommends awarding the contract to Bierlein Companies, Inc. in an amount not to exceed \$42,200, which is inclusive of the payment of prevailing wages in accordance with the Prevailing Wage Policy.

Advertisement:

The RFP was advertised in the Lansing State Journal, El Central Hispanic News, and posted on the Purchasing Department Web Page.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH BIERLEIN COMPANIES, INC. FOR DEMOLITION SERVICES AND LEGAL DISPOSAL OF THE GRANDSTANDS AT THE INGHAM COUNTY FAIRGROUNDS

WHEREAS, the condition of the existing grandstands no longer meets safety standards; and

WHEREAS, based on the 2015 C2aE grandstand inspection report demonstrating the inability to secure continued occupancy of the current grandstands beyond the 2015 season; and

WHEREAS, after careful review of bids, the Purchasing Director and Fair Board both concur that a contract be awarded to Bierlein Companies Inc. who submitted the lowest responsible bid in the amount not to exceed \$42,200.00, for demolition and legal disposal services of the grandstands at the Ingham County Fairgrounds; and

WHEREAS, the funds for this project have been budgeted and approved in the 2016 CIP account number 56176900-976000 for \$90,000.00.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes awarding a contract to Bierlein Companies, Inc. located at 2000 Bay City Road, Midland, Michigan 48642 for demolition services and legal disposal of the grandstands at the Ingham County Fairgrounds, for a total cost not to exceed \$42,200.00.

BE IT FURTHER RESOLVED, the Ingham County Controller/Administrator is authorized to transfer funds from the Hotel/Motel reserve funds to the 2016 Ingham County Fair CIP account # 56176900-976000.

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.

Agenda Item 10a

Date: April 1, 2016

To: County Services and Finance Committees

From: Tim Morgan, Parks Director

Re: Resolution Rescinding Resolution #11-251 Authorizing the Establishment of Ingham County Employee Discount Activity User Fees

Resolution #11-251 authorizing rowboat, pedal boat, canoe, kayak, disc golf, cross country ski, snow tube, and snowboarding rentals at Ingham County Parks be made available to Ingham County Employees at a discounted rate of \$1.00 off the standard rate for each activity was passed at the August 23, 2011 Board of Commissioners meeting.

In an effort to streamline the Parks Department fee structure, park staff and the Park Commission recommend rescinding the \$1.00 discount for Ingham County Park activities. The elimination of the \$1.00 discount will not impact the overall good health practices for Ingham County Employees since a new wellness program was implemented.

The Wellness Committee has partnered with the Sparrow Health and Wellness Program to administer an online wellness program. “Be Well at Work,” a department of Sparrow Health Systems specializes in providing wellness program to Lansing area businesses. The Be Well at Work Health Portal is an innovative tool that helps County Employees easily plan fitness, dietary and health goals to achieve healthy lifestyles via an extensive array of interactive tools. Features of the portal include a health assessment, individualized meal plans and food logs, physical activity tracker, wellness workshops, personalized progress reports, corporate challenges, and smartphone mobile access and Apps.

The Parks & Recreation Commission supported this resolution with the passage of a motion.

Please do not hesitate to contact me if you have questions regarding this issue.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION RESCINDING RESOLUTION #11-251 AUTHORIZING THE ESTABLISHMENT OF
INGHAM COUNTY EMPLOYEE DISCOUNT ACTIVITY USER FEES**

WHEREAS, Board of Commissioner Resolution #11-251 authorized rowboat, pedal boat, canoe, kayak, disc golf, cross country ski, snow tube, and snowboarding rentals at Ingham County Parks be made available to Ingham County Employees at a discounted rate of \$1.00 off the standard rate for each activity; and

WHEREAS, the Wellness Committee has partnered with Sparrow Healthy & Wellness Program to administer a new online wellness program; and

WHEREAS, in an effort to streamline the Parks Department fee structure, park staff and the Park Commission recommend rescinding the \$1.00 discount for Ingham County Park activities.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the elimination of the Ingham County Employees discounted rate of \$1.00 off the standard rate for each Ingham County Park activity including rowboat, pedal boat, canoe, kayak, disc golf, cross country ski, snow tube, and snowboarding rentals.

BE IT FURTHER RESOLVED, that Resolution #11-251 is rescinded.

Agenda Item 10b

To: Board of Commissioners County Services & Finance Committees
From: Tim Morgan, Parks Director
Date: April 5, 2016
Subject: 2015/2016 Trail and Park Millage Expenditures 8%

BACKGROUND

Board of Commissioner Resolution 16-102, approved 8% of the Trails and Parks Millage collected for FY 2015 and 2016 be allocated to the Ingham County Parks Department to fund CIP projects. The Parks Department staff has identified the attached project/items.

ALTERNATIVES

Due to deferred maintenance of equipment and facilities in the past, Park staff and the Park Commission have identified the attached list. By funding these items we will have addressed the most critical equipment replacement as well as facility upgrades and repairs.

FINANCIAL IMPACT

These funds are designated for the Parks within the Trails and Parks Millage budget (8%) so there will be no general fund request.

OTHER CONSIDERATIONS

The Board of Commissioners approved grant applications to the Michigan Department of Natural Resources for matching funds for improvements at Burchfield Park in Resolution 16-099 and 16-100. These will address accessibility and overall upgrades and improvements at McNamara Landing and the Overlook Shelter Picnic Area.

The Parks & Recreation Commission supported this resolution with the passage of a motion at their April 25, 2016 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the projects/items listed in the attached resolution authorizing the Ingham County Parks Department 2015/2016 Trail and Park Millage Expenditures.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE INGHAM COUNTY PARKS DEPARTMENT
2015/2016 TRAILS AND PARK MILLAGE EXPENDITURES**

WHEREAS, in November 2014, the electorate approved a countywide trails and parks millage level of 50/100 (.50) of one mill to be used for the purpose of creating and maintaining a county system of recreational trails and adjacent parks trail system, which may incorporate trails or parks created by local units of government, including Lansing’s River Trail, and may acquire rights of way to connect and extend existing trails; and

WHEREAS, Board of Commissioner resolution 16-102, approved 8% of the Trails and Parks Millage collected for FY 2015 and 2016 be allocated to the Ingham County Parks Department to fund CIP projects; and

WHEREAS, 8% of the projected revenue is \$541,347; and

WHEREAS, Parks Department staff and Park Commission has identified the projects/items below:

| Amount | Project/Item | Park | Notes |
|------------------|--|-------------------------------|--|
| \$75,600 | Matching Funds: McNamara Accessible Launch MNRTF / LWCF Grant Applications | McNamara Landing/Burchfield | Funding Approved BOC Resolution 16-100 |
| \$94,500 | Matching Funds: Overlook Shelter & Accessible Facilities Grant Application | Burchfield | Funding Approved BOC Resolution 16-099 |
| \$120,000 | Loop Trail Resurfacing Project | Hawk Island | |
| \$20,000 | Road Millings | Lake Lansing North/Burchfield | |
| \$14,000 | Zero Turn Mower | Lake Lansing North/South | |
| \$14,000 | Gator | Burchfield | |
| \$30,000 | Tractor | Lake Lansing North/South | |
| \$150,000 | Magic Carpet - Snow Tubing Hill | Hawk Island | |
| \$14,500 | Rental House Roof | Lake Lansing South | |
| \$8,000 | Band Shell Roof | Lake Lansing South | |
| \$747 | Office Supplies and Printing | Millage Administration | |
| \$541,347 | Projected Expenses | | |

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the use of the approved 8% of the Trails and Parks Millage collected for FY 2015 and FY 2016 for the above listed projects.

BE IT FURTHER RESOLVED, that Ingham County purchasing policies and procedures will be adhered to in the procurement of the above listed projects.

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

Agenda Item 10c

Date: April 1, 2016
To: County Services and Finance Committees
From: Tim Morgan, Parks Director
Re: Resolution Approving the Scoring/Ranking Criteria for the Trails and Parks Program Application

The Parks & Recreation Commission supported this resolution with the passage of a motion at their March 28, 2016 meeting:

MOVED BY MR. BENNETT, SUPPORTED BY MS. HAMRICK TO APPROVE

To recommend to the Board of Commissioners the Trails and Parks Millage Application Scoring Review and Ranking Sheet.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Banas, Commissioner Koenig, and Paul Pratt.

The scoring/ranking criteria in Exhibit A will be used to evaluate the Trails and Parks Program Applications for the *first round of applications received by the deadline of June 1, 2016* for all bridges identified within the Mannik & Smith Trails and Parks Comprehensive Report in Table #7, with Priority given to those bridges with a need for total replacement (12 in total).

Please do not hesitate to contact me if you have questions regarding this issue.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING THE SCORING/RANKING CRITERIA FOR THE TRAILS AND PARKS PROGRAM APPLICATION

WHEREAS, Resolution #16-107 to Adopt the Ingham County Trails and Parks Comprehensive Report from Mannik & Smith was approved at the March 22, 2016 Board of Commissioners meeting; and

WHEREAS, Resolution #16-105 Declaring All Bridges Identified Within the Mannik & Smith Trails and Parks Comprehensive Report in Table #7, with Priority given to those Bridges with a Need for Total Replacement (12 In Total), Are Eligible for Millage Funds Effective April 1, 2016 through June 1, 2016 was approved at the March 22, 2016 Board of Commissioners meeting; and

WHEREAS, Resolution #16-105 stated the scoring/ranking criteria was to be approved by the Board of Commissioners in a future resolution; and

WHEREAS, the scoring/ranking criteria is attached in Exhibit A; and

WHEREAS, the Parks & Recreation Commission supported this resolution with the passage of a motion at their March 28, 2016 meeting.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the scoring/ranking criteria in Exhibit A to be used to evaluate the Trails and Parks Program Applications for the first round of applications received by the deadline of June 1, 2016 for all bridges identified within the Mannik & Smith Trails and Parks Comprehensive Report in Table #7, with Priority given to those bridges with a need for total replacement (12 in total).

EXHIBIT A

The following criteria are recommended to evaluate and select projects in Ingham County. They may be scored from 0 to 5 with 0 being the least desirable and 5, the most positive response. The project's final score would be based on a tally of all the scores, with possible additional points from other considerations. Criteria to be scored are as follows:

1. How the project improves regional connectivity.

Score 0-5; 0= does not meet criteria 5=strongly meets the criteria _____ pts

Improves Regional Connectivity: Projects that improve regional connectivity and access throughout Ingham County should be given a high priority. To determine whether a project improves regional connectivity or access, the project should address the following:

- Provides, supports and relates to the Ingham County regional priority corridors as depicted on Figure 24 either as existing trail reconstruction, new regional trail gap construction or new local trail access to the regional network (including enabling water trail access);
- Improves access to Ingham County Parks;
- Improves access to major regional destinations such as commercial and employment centers as well as community facilities, schools, colleges and universities;
- Expands transportation options as well as provide for recreation; and
- Increases access to sites of natural, scenic or historic interest.

2. How the project responds to public demand and support.

Score 0-5; 0= does not meet criteria 5=strongly meets the criteria _____ pts

Responds to Public Demand and Support: Projects that have significant support and meet the needs of the region should be scored and ranked positively. Projects strengthening new or existing partnerships and including the support of volunteers should receive a high priority. To determine whether a project has support, the project should address the following:

- Is based on public demand;
- Has been prioritized in adopted plans;
- Has volunteer and/or partner organization support;
- Is a community interest project that supports partnerships, shared resources or coincides with other planning and development activities; and
- Has the support of multiple jurisdictions and/or stakeholders.

3. How the project meets acceptable design standards and is it the best design solution, including AASHTO Standards when appropriate.

Score 0-5; 0= does not meet criteria 5=strongly meets the criteria _____ pts

Meets or Exceeds Design Standards and Is the Best Design Solution: Projects should be able to meet minimum design standards and all other design alternatives should be considered. To determine whether a project meets minimum design standards and is the best option, a project should address the following:

- Is physically separated from streets and roadways where possible;

- Provides a variety of experiences that can be enjoyed by a diversity of users, including people of all ages and abilities – projects must meet or exceed the minimum accessibility requirements of the Americans with Disabilities Act (ADA);
- Design alternatives to the project have been examined to minimize impact on the environment;
- Meets minimum standards for grade, width, vertical clearance, intersection and crossing design; and
- Considers low impact development techniques that protect and enhance significant natural features.

4. How the project is feasible and ready for development or repair, rehabilitation, or long-term maintenance.

Score 0-5; 0= does not meet criteria 5=strongly meets the criteria _____ pts

Is Feasible and Ready for Development: Projects that are feasible and ready to implement should receive high priority. To determine whether a project is ready and feasible, the project should address the following:

- Is under public ownership or is currently accessible for public use;
- Does not require a complex or lengthy acquisition process;
- Does not require a complex or lengthy permitting process;
- Is within an existing corridor such as a transmission line or a railroad corridor where it may be feasible to negotiate public access without needing to acquire land;
- There is an imminent threat to lose the project opportunity;
- Demonstrates cost efficiency, is appropriate and in line with available funds.

5. How the project supports equitable opportunities.

Score 0-5; 0= does not meet criteria 5=strongly meets the criteria _____ pts

Supports Equitable Opportunities: Projects that improve equity should be given a high priority. A project that demonstrates equity should address the following:

- Increases access and provides low cost transportation and recreation options for low income populations;
- Is located in a high use area;
- Is located in an underserved area; and
- Contributes to an equitable geographical distribution of the millage funds.

6. How the project provides for other available funders and partners.

Score 0-5; 0= does not meet criteria 5=strongly meets the criteria _____ pts

Has Potential Available Funds: Projects that have the potential to be funded through state or federal grants, donations, partner contributions or other funding sources should receive higher priority than projects without other identified funding opportunities. To determine whether a project has leveraged potential available funds, a project should address the following:

- Has funding available through grants or partner contributions;
- Has funding available through donations or in-kind services; and
- Has funding available through local community match.

7. How the project provides for a maintenance commitment.

Score 0-5; 0= does not meet criteria 5=strongly meets the criteria _____ pts

Maintenance Commitment: Describe the degree of commitment to continue operation and maintenance of the project. Include an operation and maintenance plan detailing the amount of money needed to operate and maintain the trail after it is completed and identify who will be responsible for the work. Describe in detail how the trail will be managed. Include discussion on season length, hours of operation, limitation on use, enforcement provisions, and scheduling.

Recipients must be willing to commit to continue the maintenance and operation of the project and provide a realistic operation and maintenance plan/budget (show letter of commitment for funding); and

This criteria may be fulfilled in cases where applicants demonstrate innovative measures for trail maintenance, such as adopt-a-trail programs supported by volunteer organizations under a nonprofit status.

8. Other Considerations: Other project information not mentioned above may be provided for consideration.

Score 0-5; 0= does not meet criteria 5=strongly meets the criteria _____ pts

Agenda Item 11

TO: County Services and Finance Committees
FROM: James Hudgins, Director of Purchasing
DATE: April 5, 2016
RE: P-card Program Agreement

This is a resolution authorizing an extension to the agreement with Comerica, Inc. to provide commercial card services for the County's Procurement Card (P-card) Program. The program was established to provide a convenient means with which to make purchases and at the same time reduce the costs associated with initiating and paying for those purchases. The County Financial Services and Purchasing Departments are responsible for managing the program and each department is responsible for managing its cardholder accounts. Employees who have the approval from their supervisor and/or department head, receive the proper training, and agree to the terms and conditions of the program are allowed to use the P-card program.

Resolution No. 12-88 authorized a three-year agreement with an option to renew for two years with Comerica, Inc., to provide commercial card services for the P-card program. The initial three-year term has expired. The P-card Team which is comprised of staff from Budgeting, Financial Services, Human Resources, Management Information Systems, Treasury and Purchasing, are in agreement to extend the agreement with Comerica, Inc. for an additional two-year period. Inclusive of this agreement is a rebate program called the Revenue Share Program. Based on the County's current annual spend of \$3.4M, the County received a \$28,962 annual rebate for 2015.

Provided that the County's annual spend is greater than \$500,000, there is essentially no cost to the County for this program, as with the previous contract, other than nominal fees for special services like lost cards, graphics set-up, etc.

The Procurement Card Team recommends the approval of the following resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING AN EXTENSION OF THE AGREEMENT WITH
COMERICA, INC. FOR THE PROCUREMENT CARD PROGRAM**

WHEREAS, the Ingham County Board of Commissioners authorized in Resolution #02-178, the Purchasing Department to proceed with implementing a Procurement Card Program; and

WHEREAS, the Procurement Card Team was formed including representatives from Budgeting, Financial Services, Human Resources, Management Information Systems, Treasury and the Purchasing Departments; and

WHEREAS, the Ingham County Board of Commissioners authorized in Resolution #09-223, an agreement with Comerica, Inc. to provide commercial card services for the Procurement Card Program at essentially no cost to the County; and

WHEREAS, Comerica, Inc. provides a rebate program whereby the County will be eligible for annual rebates; and

WHEREAS, after careful review and consideration of the proposed extension, the Procurement Card Team recommends extending the agreement with Comerica, Inc.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes extending the agreement with Comerica, Inc. for two (2) years to provide commercial card services for the Procurement Card Program.

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

TO: Board of Commissioners County Services and Finance Committees
FROM: Travis Parsons, Human Resources Director
DATE: April 7, 2016
SUBJECT: Request for a temporary position in the Board of Commissioners Office
 County Services Agenda – April 19 Finance Committee Agenda – April 20

The Board Coordinator serves as the Freedom of Information Act (FOIA) Coordinator for the County. Although historically involved in compliance with Freedom of Information Act requests, the changes to the Act that went into effect on July 1, 2015 established new policy guidelines and operational procedures, and significantly impacted the role and responsibilities of the FOIA Coordinator.

The number of requests, time constraints of responding to the requests, and the need for voluminous review of the records requested, has significantly impacted the operational efficiency of the Board Office.

In response to the substantial number of employee hours devoted to this one aspect of Board Office responsibilities, there is a need for temporary confidential clerical support.

The Board Coordinator, in cooperation with other key departments, continues to explore technology solutions to increase efficiencies in the FIOA process. As an interim measure, the addition of temporary clerical assistance over the next eight weeks will provide immediate relief in the office and allow for continued exploration of long term solutions.

The financial impact of the temporary position for 280 hours of support is \$4,550. A budget adjustment will be necessary to provide the funding to execute this plan for immediate relief.

The aforementioned changes to FOIA were adopted by the Michigan legislature under 2014 Pubic Act 563. The revisions to the County FOIA Policy were adopted by Resolution #15-221.

Based on the information presented, I respectfully recommend approval of the attached resolution to support the addition of a temporary position in the Board of Commissioners’ Office.

| 2016 PERSONNEL COST PROJECTION TEMPORARY EMPLOYEE \$15.00 PER HOUR | | |
|---|------------------|----------------|
| | Hourly Cost | 280 Hours |
| Salary | 15.0000 | 4,200 |
| Unemployment | 0.0750 | 21 |
| FICA | 1.1475 | 321 |
| Workers Comp | 0.0300 | 8 |
| Total Cost | \$16.2525 | \$4,550 |

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION ESTABLISHING A TEMPORARY CLERICAL SUPPORT POSITION

WHEREAS, the Board of Commissioners has an established Freedom of Information Act (FOIA) policy and operational procedure, established by Resolution #15-221, that designates the Board Coordinator as the FOIA Coordinator; and

WHEREAS, Ingham County Departments receive a significant number of Freedom of Information Act (FOIA) requests; and

WHEREAS, it is necessary to ensure that the FOIA requests are addressed in an efficient and consistent manner, and to comply with the FOIA statutory amendments; and

WHEREAS, it is taking a significant number of personnel hours to meet the increased demand for information under FOIA; and

WHEREAS, this demand for information has impacted the operation of the Board of Commissioners Office; and

WHEREAS, the need for temporary assistance to augment the existing staff in the office is necessary to meet this increased demand for service.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes the establishment of a temporary position to assist in the Board of Commissioners' Office and authorizes the transfer of \$4,550 from the Contingency Fund (101 94100 969220) to the Board of Commissioners' temporary employee line item 101 10100 705000.

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes the County Controller/Administrator to make the necessary budget adjustments to execute this action.

TO: Board of Commissioners County Services Services and Finance Committees
FROM: Timothy J. Dolehanty, Controller/Administrator
DATE: April 12, 2016
SUBJECT: Resolution to Submit to the Electorate an Ingham County Potter Park Zoo and Potter Park Renewal Question

For the meeting agendas of April 19 and April 20

BACKGROUND

It is necessary to place the Potter Park Zoo Millage before the voters this fall, as the term of the millage expires. Voters approved 0.41 mill in 2006 and again in 2010. The proposed resolution asks voters to renew 0.41 mill for the continued operation of the Potter Park Zoo and Potter Park, including funding for operations, maintenance, and improvements. This resolution would place the renewal request on the November 8, 2016 general election ballot.

ALTERNATIVES

There would be negative service impacts if the Ingham County Potter Park Zoo and Potter Park renewal millage was not reauthorized. The County would likely need to return Potter Park Zoo and Potter Park to the City of Lansing.

FINANCIAL IMPACT

The total collection for the 2016 fiscal year is budgeted at just over \$2.7 million.

OTHER CONSIDERATIONS

This renewal question could be placed on the August 2 primary election ballot, thereby affording time to develop a transition plan in the event of failure. If left to the November 8 general election, only eight weeks would remain before funds were exhausted.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to submit to the electorate a special millage question for Ingham County Potter Park Zoo and Potter Park for operations, maintenance, and improvements.

GENERAL INFO 2016 ELECTIONS –RENEWALS AND NEW SPECIAL MILLAGES

This communication is to provide some basic information on special millage's for renewal or new millages to be on either the 2016 Primary to be held August 2, 2016 or the General Election to be held November 8, 2016 for renewal. In order to be on the ballot for the August primary, language has to be approved and submitted to the Clerk for certification by May 10th at 4pm. For the November general election, the deadline is August 16th at 4pm.

The last regularly scheduled BOC Committee meetings to meet that schedule before the Clerk's deadlines are:

August Primary Election Schedule:

Law & Courts Committee - April 14
Human Services Committee - April 18
County Services Committee - April 19
Finance Committee - April 20
Board of Commissioners - April 26

November General Election Schedule:

Law & Courts Committee - July 14
Human Services Committee - July 18
County Services Committee - July 19
Finance Committee - July 20
Board of Commissioners Meeting – July 26

2016 ELECTION DATES:

Primary August 2, 2016
General November 8, 2016

RENEWAL MILLAGES (DRAFT Resolutions attached)

Emergency Telephone Services, 9-1-1
Potter Park Zoo
Special Transportation, Combined Millages
Juvenile Justice

OTHER POTENTIAL NEW MILLAGES

Animal Control Shelter Replacement
Jail/Sheriff's Office Replacement
Senior Millage
Ingham County Separate Tax Limitations

| MILLAGE | 2016 Proposed Renewal Election | 2016 Rate* | Original Rate | Current Authorization | Last Date for Renewal |
|---------------------------|---------------------------------------|-------------------|----------------------|------------------------------|------------------------------|
| Emergency 911 | Primary 8/2/16 | 0.8431 | 0.85 | 2012-2015 | 2016 |
| Potter Park Zoo | General 11/8/16 | 0.4100 | 0.46 | 2011-2015 | 2016 |
| Special Transportation | Primary 8/2/16 | 0.4800 | 0.48 | 2011-2015 | 2016 |
| Special Transportation II | Primary 8/2/16 | 0.1200 | 0.12 | 2012-2015 | 2016 |
| Juvenile Justice | Primary 8/2/16 | 0.6000 | 0.60 | 2012-2016 | 2016 |
| Farmland/Open Space | | 0.1400 | 0.14 | 2008-2017 | 2018 |
| Health Services | | 0.3500 | 0.52 | 2015-2019 | 2020 |
| Trails and Parks | | 0.5000 | 0.50 | 2014-2019 | 2020 |
| Indigent Veterans Support | | 0.0330 | 0.0302 | 2016 | see below** |

**2015 Tax Year*

***The indigent veterans millage will need to be reauthorized each year as a part of the general appropriations resolution, and is the only millage listed here that is collected in the same tax year and budget year, at the same time as the General Fund Operating millage.*

| Annual Cost to Homeowners of Various Millage Rates | | |
|---|---------------------------------|----------------------------------|
| | \$100,000 Home | \$200,000 Home |
| <u>Mills</u> | <u>(\$50,000 Taxable Value)</u> | <u>(\$100,000 Taxable Value)</u> |
| 0.1400 | \$7.00 | \$14.00 |
| 0.4100 | \$20.50 | \$41.00 |
| 0.6000 | \$30.00 | \$60.00 |
| 0.8500 | \$42.50 | \$85.00 |
| 1.0000 | \$50.00 | \$100.00 |

Agenda Item 13a

From: Byrum, Barb
Sent: Wednesday, March 23, 2016 1:56 PM
To: Neilsen, John
Cc: Hope, Kara; Anthony, Sarah; Maiville, Randy; Crenshaw, Bryan; Celentino, Victor; Tsernoglou, Penelope; McGrain, Brian; Nolan, Deb; Case-Naeyaert, Robin; Bahar-Cook, Rebecca; Tennis, Todd; Koenig, Carol; Banas, Teri; Schafer, Randy; Bennett, Becky; Shuster, Jennifer; Stites, Robin
Subject: 2016 Elections

John,

Please allow this email message to serve as an update for the 2016 Election Year.

I am including the Board of Commissioners on this message, as they may find the information helpful.

May 3, 2016: Dansville Schools, Lansing Public Schools, Mason Public School, Eaton Rapids Public Schools, and Northwest Community Schools will all have proposals on the ballot in Ingham County.

August 2, 2016: This is the State Primary Election. Currently, Leslie Public Schools and Leslie Township Fire Department have filed ballot proposals with my office, however the deadline to submit or withdraw a ballot proposal for the August Primary is May 10, 2016. Numerous candidates will appear on this ballot, the filing deadline is at 4pm on April 19, 2016. However, those individuals running for the Office of Precinct Delegate have a filing deadline of May 3, 2016.

November 8, 2016: This is the State General Election. Currently, there are not any ballot proposals for this election, however the deadline to submit or withdraw a ballot proposal for the November General Election is August 16, 2016. Numerous candidates will appear on this ballot, the filing deadline is determined by what office is being sought.

I would encourage any individuals who have questions or concerns to reach out to me personally.

I hope you have found the above information helpful.

Sincerely,
Barb Byrum
Ingham County Clerk
517-676-7204

Sincerely,
Barb Byrum
Ingham County Clerk
517-676-7201

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO SUBMIT TO THE ELECTORATE AN
INGHAM COUNTY POTTER PARK ZOO AND POTTER PARK RENEWAL QUESTION**

WHEREAS, the Potter Park Zoo and Potter Park in Lansing is a regional attraction that draws a large number of visitors to the region, including a large number of Ingham County residents; and

WHEREAS, the Board of Commissioners believes continued operation of the Potter Park Zoo and Potter Park in Lansing would be a substantial benefit to Ingham County residents; and

WHEREAS, the Board of Commissioners entered an agreement with the City of Lansing for the lease and the operation of the Potter Park Zoo and Potter Park, conditioned upon voter approval of a county-wide property tax millage for Zoo funding and continued millage funding for the Zoo; and

WHEREAS, the Board of Commissioners seek to have the voters of Ingham County determine whether or not they desire to continue to raise funds for the purpose of supporting funding for the operational and capital needs of the Potter Park Zoo and Potter Park; and

WHEREAS, the current authorized Millages of 0.4100 of one mill adopted in 2006 and renewed in 2010, expires December 31, 2015; and

WHEREAS, the current Millage is needed to continue to provide for this program.

THEREFORE BE IT RESOLVED, that the following question be submitted to a vote of the electorate in the general election to be held on November 8, 2016.

**INGHAM COUNTY
POTTER PARK ZOO AND POTTER PARK
MILLAGE RENEWAL QUESTION**

For the sole purpose of renewing for the continued operation of the Potter Park Zoo and Potter Park, including funding for operations, maintenance, and improvements, shall the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Ingham, Michigan, be renewed at up to 0.41 mill, \$0.41 per thousand dollars of state taxable valuation, for a period of five (5) years (2016-2020) inclusive?

If approved and levied in full, this millage will raise in the first calendar year of the levy an estimated **\$2,799,104** for operations, maintenance, and improvements for Potter Park Zoo and Potter Park.

YES [] NO []

BE IT FURTHER RESOLVED, that this amended question is hereby certified to the County Clerk.

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to cause the proposed to the November 8, 2016, ballot and to be prepared and distributed in the manner required by law.

Agenda Item 13b

TO: Law & Courts and Finance Committees
FROM: John Neilsen, Chief Deputy Controller
DATE: April 3, 2016
SUBJECT: Resolution Submitting to a Vote of the Electorate a Special Millage for Continuing Comprehensive Emergency Telephone Services (911 Services)

Commissioners:

To follow up on our previous conversations about the renewal of the 9-1-1 Services Special Millage , I have had our attorney review and approve final Ballot language for the August 2, 2016 Primary election.

The deadline for submitting approved ballot language to the County Clerk is May 10, 2016 at 4pm for the August primary election.

August Primary Election BOC Schedule:

Law & Courts Committee - April 14
Finance Committee - April 20
Board of Commissioners - April 26

Attached is a chart which lists the voter's approval percentages from the last time this and the other Ingham County Special Millage's were renewed and approved.

Finally, I will work with the 9-1-1 Director to present the expanded 9-1-1 Services Ballot Proposal to the Law & Courts Committee for the November 8, 2016 Millage in May of this year. The deadline for submitting approved ballot language to the County Clerk is August 16th at 4pm.

November General Election Schedule:

Law & Courts Committee - July 14
Finance Committee - July 20
Board of Commissioners Meeting – July 26

I will be attendance at your meetings to discuss this resolution to approve placing this 9-1-1 Services Special Millage renewal ballot language on the August Primary. I recommend your approval.

November 2, 2010 General Election

Ingham County Potter Park Zoo

136/136 100.00%

| | Vote Count | Percent |
|-------|------------|---------|
| YES | 58,177 | 68.94% |
| NO | 26,209 | 31.06% |
| Total | 84,386 | 100.00% |

August 7, 2012, Primary Election

Ingham County Juvenile Millage Proposal

89/116 76.72%

| | Vote Count | Percent |
|-------|------------|---------|
| YES | 24,804 | 71.35% |
| NO | 9,959 | 28.65% |
| Total | 34,763 | 100.00% |

Ingham County 911 Service Millage

89/116 76.72%

| | Vote Count | Percent |
|-------|------------|---------|
| YES | 28,126 | 80.29% |
| NO | 6,903 | 19.71% |
| Total | 35,029 | 100.00% |

Ingham County Public Transportation Proposal

89/116 76.72%

| | Vote Count | Percent |
|-------|------------|---------|
| YES | 25,877 | 73.69% |
| NO | 9,237 | 26.31% |
| Total | 35,114 | 100.00% |

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION SUBMITTING TO A VOTE OF THE ELECTORATE
A SPECIAL MILLAGE FOR CONTINUING COMPREHENSIVE EMERGENCY
TELEPHONE SERVICES (911 SERVICES)**

WHEREAS, Ingham County has established and maintained financing for a countywide system of emergency telephone and dispatch services for the benefit of the citizens of the county during the past several years; and

WHEREAS, the 911 emergency telephone and dispatch services are of substantial benefit to the citizens of the County of Ingham; and

WHEREAS, the millage funds were approved by the electorate to operate countywide 911 emergency telephone and dispatch services since 1988 and that millage authorization expires on December 31, 2015.

THEREFORE BE IT RESOLVED, that the following question be submitted to a vote of the electorate of Ingham County at the primary election to be held August 2, 2016.

**EMERGENCY TELEPHONE SERVICE (911 SERVICE)
MILLAGE RENEWAL QUESTION**

For the purpose of renewing funding for a comprehensive countywide 911 Emergency Telephone and Dispatch System at the same millage level previously approved by the voters in 1996, 2000, 2004, 2008 and in 2012, shall the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Ingham, Michigan, previously increased by up to 0.8500 mills, \$0.85 per \$1,000 of taxable value, be continued and renewed for a period of four (4) years (2016-2019) inclusive? If approved and levied in full, this millage will raise an estimated \$5,803,020 for the countywide 911 Emergency Telephone and Dispatch System in the first calendar year of the levy based on taxable value.

YES [] NO []

BE IT FURTHER RESOLVED, that this question is hereby certified to the County Clerk.

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to cause the proposed to be stated on the August 2, 2016 ballot and to be prepared and distributed in the manner required by law.

Agenda Item 13c

TO: Law & Courts and Finance Committees
FROM: John Neilsen, Chief Deputy Controller
DATE: April 3, 2016
SUBJECT: Resolution to Submit to the Electorate a Juvenile Millage Renewal Question

Commissioners:

To follow up on our previous conversations about the renewal of the JJM Special Millage, I have had our attorney review and approve final Ballot language for the August 2, 2016 Primary election.

The deadline for submitting approved ballot language to the County Clerk is May 10, 2016 at 4pm for the August primary election.

The last regularly scheduled BOC Committee meetings to meet that schedule before the Clerk's deadlines are:

August Primary Election Schedule:

Law & Courts Committee - April 14

Finance Committee - April 20

Board of Commissioners - April 26

Attached is a chart which lists the voter's approval percentages from the last time this and the other Ingham County Special Millage's were renewed and approved.

I will be attendance at your meetings to discuss this resolution to approve placing this JJM Special Millage renewal ballot language on the August Primary. I recommend your approval.

November 2, 2010 General Election

Ingham County Potter Park Zoo

136/136 100.00%

| | Vote Count | Percent |
|-------|------------|---------|
| YES | 58,177 | 68.94% |
| NO | 26,209 | 31.06% |
| Total | 84,386 | 100.00% |

August 7, 2012, Primary Election

Ingham County Juvenile Millage Proposal

89/116 76.72%

| | Vote Count | Percent |
|-------|------------|---------|
| YES | 24,804 | 71.35% |
| NO | 9,959 | 28.65% |
| Total | 34,763 | 100.00% |

Ingham County 911 Service Millage

89/116 76.72%

| | Vote Count | Percent |
|-------|------------|---------|
| YES | 28,126 | 80.29% |
| NO | 6,903 | 19.71% |
| Total | 35,029 | 100.00% |

Ingham County Public Transportation Proposal

89/116 76.72%

| | Vote Count | Percent |
|-------|------------|---------|
| YES | 25,877 | 73.69% |
| NO | 9,237 | 26.31% |
| Total | 35,114 | 100.00% |

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO SUBMIT TO THE ELECTORATE A
JUVENILE MILLAGE RENEWAL QUESTION**

WHEREAS, the Board of Commissioners desires to fund the continuing operation and enhancement of Ingham County's capacity to detain and house juveniles who are delinquent or disturbed, and to operate new and existing programs for the treatment of such juveniles; and

WHEREAS, the Board of Commissioners wants to provide the financial stability necessary for sound planning through a long-term millage.

THEREFORE BE IT RESOLVED, that the following question be submitted to a vote of the electorate in the primary election to be held on August 2, 2016.

JUVENILE MILLAGE RENEWAL QUESTION

For the purpose of funding the continuing operation and enhancement of Ingham County's capacity to detain and house juveniles who are delinquent or disturbed, and to operate new and existing programs for the treatment of such juveniles, at the same millage level previously approved by the voters in 2002, 2006 and in 2012 shall the constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Ingham, Michigan, previously increased by up to 60/100 (0.60) of one mill, \$ 0.60 per thousand dollars of state taxable valuation, be continued and renewed for a period of five years (2017-2021) inclusive. If approved and levied in full, this millage will raise an estimated \$4,165,828 for juvenile housing and programming purposes in the first calendar year of the levy based on taxable value.

YES [] NO []

BE IT FURTHER RESOLVED, that this question is hereby certified to the County Clerk.

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to cause the proposal to be stated on the August 2, 2016 ballot and to be prepared and distributed in the manner required by law.

TO: Law & Courts, County Services and Finance Committees

FROM: John Neilsen, Chief Deputy Controller

DATE: April 3, 2016

SUBJECT: Resolution to Submit to the Electorate a Special Millage Question for Animal Control Shelter Replacement with two other options

Commissioners:

These three proposed resolutions will give you some options to consider for a ballot proposal for a new Special Millage to be placed on the August 2, 2016 Primary election. All three are for 10 years and fund the base costs of constructing, equipping, and financing a new Animal Control Shelter Facility at an estimated cost of \$6.2 million. The second option includes having the new millage cover not only the Shelter Replacement costs, but also the current net operational costs of the Ingham County Animal Control Department. The third option includes having the new millage cover not only the Shelter Replacement costs, and the current net operational costs, it also covers enhanced Animal Control Services which will be detailed by priority with some options for improved and expanded service for both the Animal Control Shelter Facility and for Animal Control Officer Law Enforcement and Animal Welfare operations.

SHELTER REPLACEMENT OPTION ONLY

The first resolution is for a Special Millage Question for Animal Control Shelter Replacement. Up to 14/100 (0.14) of one (1) mill, \$0.14 per thousand dollars of state taxable valuation, for a period of ten (10) years (2016-2025). First year of millage would raise approximately \$955,792.

SHELTER REPLACEMENT AND OPERATIONAL COSTS OPTION

The second resolution is for a Special Millage Question for Animal Control Shelter Replacement and Operation up to 31/100 (0.31) of one (1) mill, \$0.31 per thousand dollars of state taxable valuation, for a period of ten (10) years (2016-2025). First year of millage would raise approximately \$ 2,116,353.

SHELTER REPLACEMENT, OPERATIONAL COSTS AND EXPANDED SERVICE OPTION

The third resolution is for a Special Millage Question for Animal Control Shelter Replacement, Current Operational costs, and Expanded Service options. Up to --- /100 (.--) of one (1) mill, \$0.-- per thousand dollars of state taxable valuation, for a period of ten (10) years (2016-2025). First year of millage would raise approximately \$ -----.

Background:

In 2013 the BOC began a process to explore a public/private partnership to raise capital funds and identify the costs to renovate the Ingham County Annex Facility in Mason to house a new Animal Control Department/Shelter Facility. The Architectural/Engineering Firm of Hobbs+Black was hired after an RFP process to conduct a Building Assessment of the Ingham County Annex Facility in Mason. Unfortunately, the Annex in Mason was not deemed a suitable facility to renovate nor was the site viewed as a good site to build a new shelter. Still to be determined is the best site for a new shelter to either remain in Mason or as an alternative, to relocate the facility to a site to be determined in the metro area.

The Ingham County Animal Control Department and Ingham County Animal Shelter Fund, a 501(c)(3) non-profit have been exploring options to build a new adequate shelter for some time to replace our current Ingham County Animal Control Department/Shelter.

Alternative Funding Sources:

Ingham County General Fund, grants, private donations through a fundraising campaign. The feasibility study done by Castle and Associates in 2013 suggested a range of \$750,000 - \$1 Million is a reasonable fundraising campaign goal. However, there is a concern that \$750,000 - \$1 Million as a fundraising goal amount may not be attainable.

I and Director Dinon will be attendance at your meetings to discuss these various options to determine the best option for the BOC to proceed. The BOC would then deliberate on passing the appropriate resolution to approve placing this new Animal Control Shelter Replacement (and Operations) Special Millage ballot language on the August Primary.

Agenda Item 13d

| Ingham County Animal Control New shelter/service expansion labor projections | Additional FTEs | Total FTEs | Total Cost | Millage Equivalent |
|---|--------------------|---------------|------------------------------|-----------------------|
| Current operations (2016 budget: Expenses less fee revenue) 20 employees = 19 FTEs | | 19.0 | 1,160,561 | 0.1700 |
| SHELTER ENHANCEMENTS | | | | |
| Option 1. Minimum Staff for new shelter | 3.0 | 22.0 | 181,394 | 0.0266 |
| Change part time (1/2 time) clerk/dispatcher to full time | | | 28,624 | |
| Change part time (1/2 time) animal care specialist (kennel operator) to full time | | | 33,234 | |
| Add two full time clerk/dispatchers | | | 119,536 | |
| Option 2. Staff shelter at recommended level* of animal care staff | 7.0 | 26.0 | 457,128 | 0.0670 |
| Option 1 staffing plus: Add 4 animal care specialists | | | 181,394 275,734 | |
| Option 3. Minimum Staff for new shelter plus add Sunday hours | 5.0 | 24.0 | 310,096 | 0.0454 |
| Option 1 staffing plus: Add one full time animal care specialist Add one full time clerk/dispatcher | | | 181,394 68,933 59,768 | |
| Option 4. Staff shelter at recommended level* of AC staff plus add Sunday hours (combines Options 2 and 3, one less FTE) | 8.0 | 27.0 | 516,896 | 0.0757 |
| Option 1 staffing plus: Add 4 animal care specialists Add one full time clerk/dispatcher | | | 181,394 275,734 59,768 | |
| LAW ENFORCEMENT/CRUELTY ENFORCEMENT ENHANCEMENTS | | | | |
| Separate service expansion - Animal Control Officers (return ACO operations to pre-2008 levels)** | 3.0 | | 244,947 | 0.0359 |
| Add two full-time ACOs | | | 145,179 | |
| Add one full time dispatcher | | | 59,768 | |
| Add on call expenses | | | 40,000 | |
| *Based on Association of Shelter Veterinarians and NAACA recommendation of 15 minutes of staff time/animal/day and average shelter population of 150 animals. | | | | |
| **Coverage hours will not be exactly what was done pre-2008. For example, ACOs worked until 11 PM all year at that time. Current management does not feel call volume in the winter justifies ACOs working past 8 PM. | | | | |

SHELTER REPLACEMENT OPTION ONLY

Introduced by the Law & Courts, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO SUBMIT TO THE ELECTORATE A SPECIAL MILLAGE QUESTION FOR ANIMAL CONTROL SHELTER REPLACEMENT

WHEREAS, the Board of Commissioners desire to replace the current County Animal Shelter to assist in providing a more efficient, sanitary, and humane Animal Control Program; and

WHEREAS, a millage is necessary to construct, equip, and finance a new County Animal Shelter; and

WHEREAS, the Board of Commissioners seek to have the voters of Ingham County determine whether or not they desire to raise funds for the purpose of constructing, equipping, and financing a more efficient, sanitary, and humane County Animal Shelter to replace the existing facility.

THEREFORE BE IT RESOLVED, that the following question be submitted to a vote of the electorate in the primary election to be held on August 2, 2016.

ANIMAL CONTROL SHELTER REPLACEMENT MILLAGE QUESTION

For the purpose of constructing, equipping, and financing a more efficient, sanitary, and humane county Animal Shelter, replacing the existing facility, shall the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Ingham, Michigan be increased by up to 14/100 (0.14) of one (1) mill, \$0.14 per thousand dollars of state taxable valuation, for a period of ten (10) years (2016-2025) inclusive? If approved and levied in full, this Millage will raise an estimated \$ 955,792 in the first calendar year of the levy, based on state taxable valuation.

YES [] NO []

BE IT FURTHER RESOLVED, that this question is hereby certified to the County Clerk.

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to place the proposal on the August 2, 2016 ballot and to be prepared and distributed in the manner required by law.

SHELTER REPLACEMENT AND OPERATIONAL COSTS OPTION

Introduced by the Law & Courts, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO SUBMIT TO THE ELECTORATE A SPECIAL MILLAGE QUESTION FOR ANIMAL CONTROL SHELTER REPLACEMENT AND OPERATION

WHEREAS, the Board of Commissioners desire to replace the current County Animal Shelter to assist in providing a more sanitary, humane, and efficient to staff Animal Control Program facility and to stabilize funding for operations; and

WHEREAS, a millage is necessary to construct, equip, finance, and operate a new County Animal Shelter; and

WHEREAS, the Board of Commissioners seek to have the voters of Ingham County determine whether or not they desire to raise funds for the purpose of constructing, equipping, financing, and operating a more efficient, sanitary, and humane County Animal Shelter to replace the existing facility.

THEREFORE BE IT RESOLVED, that the following question be submitted to a vote of the electorate in the primary election to be held on August 2, 2016.

ANIMAL CONTROL SHELTER REPLACEMENT AND OPERATIONAL MILLAGE QUESTION

For the purpose of supporting funding for County animal program services, including constructing, equipping, and financing, and subsequently operating a new county animal shelter which would replace the existing facility with one that will be more sanitary, humane, and efficient to staff, shall the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Ingham, Michigan be increased by up to 31/100 (0.31) of one (1) mill, \$0.31 per thousand dollars of state taxable valuation, for a period of ten (10) years (2016-2025) inclusive? If approved and levied in full, this Millage will raise an estimated \$ 2,116,353 in the first calendar year of the levy, based on state taxable valuation.

YES [] NO []

BE IT FURTHER RESOLVED, that this question is hereby certified to the County Clerk.

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to place the proposal on the August 2, 2016 ballot and to be prepared and distributed in the manner required by law.

SHELTER REPLACEMENT, OPERATIONAL COSTS AND EXPANDED SERVICE OPTION

Introduced by the Law & Courts, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO SUBMIT TO THE ELECTORATE A SPECIAL MILLAGE QUESTION FOR ANIMAL CONTROL SHELTER REPLACEMENT AND EXPANDED OPERATIONS

WHEREAS, the Board of Commissioners desire to replace the current County Animal Shelter to assist in providing a more sanitary, humane, and efficient to staff Animal Control Program facility and to stabilize and expand operations; and

WHEREAS, a millage is necessary to construct, equip, finance, and operate a new County Animal Shelter; and

WHEREAS, the Board of Commissioners seek to have the voters of Ingham County determine whether or not they desire to raise funds for the purpose of constructing, equipping, financing, and operating a more efficient, sanitary, and humane County Animal Shelter to replace the existing facility and to stabilize and expand operations.

THEREFORE BE IT RESOLVED, that the following question be submitted to a vote of the electorate in the primary election to be held on August 2, 2016.

ANIMAL CONTROL SHELTER REPLACEMENT AND OPERATIONAL MILLAGE QUESTION

For the purpose of supporting funding for County animal program services, including constructing, equipping, and financing, and subsequently operating a new county animal shelter which would replace the existing facility with one that will be more sanitary, humane, and efficient to staff, shall the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Ingham, Michigan be increased by up to _____ (0._____) of one (1) mill, \$0._____ per thousand dollars of state taxable valuation, for a period of ten (10) years (2016-2025) inclusive? If approved and levied in full, this Millage will raise an estimated \$_____ in the first calendar year of the levy, based on state taxable valuation.

YES [] NO []

BE IT FURTHER RESOLVED, that this question is hereby certified to the County Clerk.

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to place the proposal on the August 2, 2016 ballot and to be prepared and distributed in the manner required by law.

TO: Board of Commissioners Liaison Committees
FROM: Jared Cypher, Deputy Controller
DATE: April 6, 2016
SUBJECT: Resolution Establishing Priorities to Guide the Development of the 2017 Budget and Activities of County Staff

For the meeting agendas of April 14, April 18, April 19, and April 20

BACKGROUND

Per direction given at the March 28 Board Leadership meeting, this resolution establishes priorities to guide the development of the 2017 budget and activities of county staff. The resolution is based on staff notes from the Board's strategic planning workshop that was facilitated by Management Partners on March 24, 2016.

ALTERNATIVES

The Board of Commissioners could choose not to approve a priority setting resolution however that would leave departments and agencies with no guidance for 2017 budget preparation. The same would hold true if the Board chose to wait until Management Partners submitted a final report.

FINANCIAL IMPACT

This resolution has no direct or immediate financial impact however departments and agencies are expected to use the resolution as a guide when developing their 2017 budget requests. The Controller will also use this resolution as a tool to develop the 2017 Controller Recommended Budget.

OTHER CONSIDERATIONS

The Board of Commissioners has hired Management Partners to do strategic planning facilitation, and to date a final report has not been presented for adoption by the Board. Later this year, the Board will be asked to make its final recommendations through a separate resolution for a strategic plan to guide county planning and operations for the next three to five years.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution establishing priorities to guide the development of the 2017 budget and activities of county staff.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION ESTABLISHING PRIORITIES TO GUIDE THE DEVELOPMENT OF THE
2016 BUDGET AND ACTIVITIES OF COUNTY STAFF**

RESOLUTION # 15 - 57

WHEREAS, Ingham County government is committed to assuring the provision of services most important to its citizens; and

WHEREAS, Ingham County services are focused on these long term objectives:

- *Enhancing access to county records
- *Providing a quality transportation system including roads
- *Providing a suitable and ecologically sensitive drainage system
- *Providing recreational opportunities
- *Fostering economic well being
- *Promoting environmental protection, smart growth and conservation
- *Preventing and controlling disease
- *Promoting accessible health care
- *Assisting in meeting basic needs
- *Fostering youth development
- *Supporting public safety
- *Assuring fair and efficient judicial processing
- *Providing appropriate evidence based sanctions for adult offenders
- *Providing appropriate evidence based treatment and sanctions for at-risk juveniles; and

WHEREAS, these long term objectives are intended to promote:

- A healthy and active population
- A safe community
- A thriving economy and high quality of life
- A clean and protected environment
- An innovative approach to government; and

WHEREAS, these services are to be delivered to promote fairness, equity, and social justice; and

WHEREAS, the Board of Commissioners has identified priorities to guide the development of the 2016 Budget and activities of county staff.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopts the following priority areas to be utilized by the Controller/Administrator's Office and the county offices, departments, agencies, and courts in developing proposed activities and budgets for 2016:

1. Current year expenditures should be supported by current year revenues. The Controller/Administrator will develop a multi-year budget projection and a long-range plan to finance the County's legacy costs. These projections will be used to guide the Board's decision as to the appropriate use of the County's reserves in the development of the 2016 Budget.
2. To the extent necessary and appropriate, mandated services currently provided by county government in support of all its long term objectives should be continued in 2016, with ongoing evaluation to identify possible overlap and duplication of services and to identify more efficient uses of county funds.
3. The Board of Commissioners expects all department offices and courts to consider these priorities in the development of their budgets and activities for 2016.
4. Priority consideration should be given to producing the following outcomes:
 - a) A healthy and active population
 1. Maintain and expand access to health care for Ingham County residents, with an emphasis on the uninsured and under-insured.
 2. Implement the long range plan for the operation and location of Community Health Centers.
 3. Provide accessible recreational opportunities throughout the County guided by the County Parks Master Plan and the Potter Park Master Plan. Update the County Parks Master Plan and include a long-range plan for the utilization of the Trails and Parks Millage.
 4. Maximize ability to capture more federal funds for health care.
 5. Develop and implement a long-range plan for the utilization of the Health Services Millage that includes mental health services.
 - b) A safe community
 1. Encourage the use of appropriate sanctions for adults in order to foster appropriate behavior, reduce criminal recidivism, and effectively manage corrections resources, including the jail population.
 2. Maximize use of the Juvenile Justice Millage funds to provide the most appropriate community-based programming for at-risk juveniles and juvenile offenders.
 3. Develop a plan for renovating or new construction for the Ingham County Jail, 55th District Court, and Animal Control facilities including a financing plan with regional and private partners where appropriate.
 - c) A thriving economy and high quality of life
 1. Encourage re-use of abandoned, polluted, and tax-reverted properties through various redevelopment tools.
 2. Direct resources towards maintenance of and reinvestment in existing assets.
 3. Prepare to work with County Departments and Agencies as appropriate in anticipation of additional revenue for road maintenance should the statewide ballot proposal be approved in the Spring of 2015.
 - d) A clean and protected environment
 1. Encourage County-funded projects to be environmentally sensitive, when appropriate.
 2. Monitor environmental hazards and seek to prevent and mitigate pollution.
 3. Expend resources to preserve farmland and open space and to prevent urban sprawl.

e) An innovative approach to government

1. Exploration of efficiencies through regional cooperation, emphasizing consolidation and service sharing, accountability and transparency, and controlling costs.
2. Enhanced use of technology to provide information and transparency to the public.

FINANCE: Yeas: Anthony, Bahar-Cook, Tennis, Tsernoglou, McGrain, Schafer, Case Naeyaert
Nays: None **Absent:** None **Approved 2/18/15**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION ESTABLISHING PRIORITIES TO GUIDE THE DEVELOPMENT OF THE
2017 BUDGET AND ACTIVITIES OF COUNTY STAFF**

WHEREAS, Ingham County government is committed to assuring the provision of services most important to its citizens; and

WHEREAS, Ingham County has incorporated strategic planning into the annual budget process since 1993; and

WHEREAS, Ingham County has contracted with Management Partners as a strategic planning facilitator; and

WHEREAS, the final report by Management Partners has not yet been adopted by the Board of Commissioners; and

WHEREAS, the following goals were identified at a Board Leadership meeting:

- Provide access to quality innovative and cost-effective services that promote well-being and quality of life to citizens in Ingham County.
- To enhance and provide the necessary support and equipment to meet the IT needs of each department.
- Make Ingham County the employer of choice where diversity and inclusion is advanced within the employee rank and file.
- Maintain and enhance County fiscal health to ensure delivery of services to residents.
- In order to improve service, improve communications both internal and external.
- Achieve safe, positive, healthy, efficient, and functional county facilities and property consistent with sound environmental stewardship.
- Provide safe, quality infrastructure to support existing development and smart economic growth.

WHEREAS, later this year the Board of Commissioners will make its final recommendations through a separate resolution for a strategic plan to guide the county planning and operations for the next three to five years; and

WHEREAS, the Board of Commissioners has identified priorities to guide the development of the 2017 Budget and activities of county staff.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopts the following priority areas to be utilized by the Controller/Administrator's Office and the county offices, departments, agencies, and courts in developing proposed activities and budgets for 2017:

1. Current year expenditures should be supported by current year revenues. The Controller/Administrator will develop a multi-year budget projection and a long-range plan to finance the County's legacy costs. These projections will be used to guide the Board's decision as to the appropriate use of the County's reserves in the development of the 2017 Budget.

2. To the extent necessary and appropriate, mandated services currently provided by county government in support of all its long term objectives should be continued in 2017, with ongoing evaluation to identify possible overlap and duplication of services and to identify more efficient uses of county funds.
3. The Board of Commissioners expects all department offices and courts to consider these priorities in the development of their budgets and activities for 2017.
4. Priority consideration should be given to the following:
 - Implement the recommendations for the Trails and Parks Millage made by the Board of Commissioners' Trails and Parks Task Force.
 - Continue implementation of the long range plan for the operation and location of the Community Health Centers by renovating the Human Services Building.
 - Evaluate the employee compensation (Hay) Study and develop a strategy for its implementation.
 - Continue to reduce the budgeted use of fund balance in the general fund.
 - Implement a plan for renovating or new construction for the Ingham County Jail, 55th District Court, and Animal Control facilities.

TO: Finance and Liaison Committees

FROM: Timothy J. Dolehanty, Controller

DATE: April 5, 2016

SUBJECT: 2017 Update of County Fees

When the Board of Commissioners adopted Resolution #02-155, setting various fees for county services, the Controller's Office was directed to annually review the fees and to recommend adjustments. We have completed our review for fiscal year 2017 consistent with this standing directive and offer a few adjustments for your consideration. This information will appear as a discussion item on the current round of committee meetings. We anticipate presentation of a resolution at the next round of meetings to recommend increases to certain fees, addition of a few fees and some proposed eliminated fees. A draft version of the resolution is attached for your review and consideration.

Attached spreadsheets provide details of recommended fee adjustments to be effective for the Health Department and the Friend of the Court on October 1, 2016, park and zoo winter seasonal fees on November 1, 2016, and for all other departments on January 1, 2017. As noted in the fee schedule, seasonal fees will continue through March 31, 2017.

The first attachment (Attachment A) offers analysis of proposed fees for 2017. The annual average United States' consumer price index was used to do the calculation. This rate of 0.3% was also used by the State of Michigan for the inflation rate multiplier.

The following information is included for each fee:

1. Location of Service
2. Fee Description
3. The 2016 cost as calculated in last year's fee update process.
4. The 2017 cost, which was calculated by multiplying the 2016 cost by the consumer price index.
5. As identified by the Board of Commissioners, the target percent was determined by the percentage of cost to be recovered by the fee for service. The target percent for each fee was initially passed by Resolution #02-155. For other fees added after the passage of Resolution #02-155, in most cases, it was assumed that the fee as passed is charged at the appropriate cost with a target recovery of 100%.

6. The 2017 calculated fee is based on the 2016 cost multiplied by the target percent.
7. Although many fees were proposed to remain unchanged in 2017, the initial proposed fees were determined by rounding down the calculated fee to the full dollar amount and, in the case of some larger fees, rounded to the lower \$5 or \$10 increment. In some cases the cost multiplied by the target percent is much greater than the current fee, so only an incremental increase was proposed in anticipation of further upward adjustments over several years. Fees that are proposed to increase are presented in **bold type**.
8. Units. This variable was used to calculate anticipated revenue generated by a proposed fee. Initial information was provided in the Maximus study, and in some cases has been updated by the departments.
9. Department/Controller Recommendation. Department heads agreed with the initial proposed fees in most cases. Where there was disagreement, the department head was asked to provide supporting information such as a memorandum of explanation. In all cases, the Controller agreed with recommendations of the department head as follows:
 - a. CS: The Clerk's Office would like to maintain the 2016 rates for all of their fees. Lines 1-2, the Clerk indicated that small incremental changes would delay check out for customers and compared to other counties they already charge on the high end. The Marriage Solemnize fee (line 4) was significantly increased a few years ago.
 - b. CS: The Board of Commissioners' Office just passed new FOIA fees in 2015 and would rather not increase fees twice in a one year period (Lines 10-14).
 - c. CS: The Parks Department agrees with some of the proposed fees with the following exceptions: Lines 72 and 74, Resident and Non-Resident Annual Fee - a one-dollar increase creates inefficiencies at the park entrances and will require more change counting and lines to occur. Our market research reflects no park system charging an odd dollar amount. Fees are generally in \$5 increments. Our \$30 annual fee is in line with what other Counties are charging. Line 111, Abandonment/Recovery – we would ask to leave this fee as is, given that it is rarely charged, perhaps one time annually. This fee was not intended to generate revenue, but to serve as a deterrent to canoers who were abandoning a canoe or kayak along the river. This has worked exceedingly well. Line 112, Late Fee - we would ask to leave this fee as is given that it is rarely charged, perhaps two times annually. This fee was not intended to generate revenue, but to serve as a deterrent to canoers who were arriving back in the park long after dark, this has worked exceedingly well. Line 121, Boat Launch Annual – a one-dollar increase creates inefficiencies at the park entrances. This will require more change counting and lines to occur. Our market research reflects no park system charging an odd dollar amount. Fees are generally in \$5 increments. Line 133, Day Camp – we agree with your recommendation to increase the non-resident and extended hour camp sessions. We would also like to increase the resident fee to be consistent with changes. Line 139, Disc Golf Annual – a one-dollar increase creates inefficiencies at the park entrances. This will require more change counting and lines to occur. Our market

research reflects no park system charging an odd dollar amount. Line 158-159, Utility Vehicle/Golf Cart Rental - we would ask to leave this fee as is given that it is rarely charged, perhaps one time annually. This fee was not intended to generate revenue, but to serve as a deterrent to park visitors and event planners who were "borrowing" a vehicle for a few minutes and it resulted in an extended time that interfered with park work functions. This has worked very well. Line 165, Nature Programs (per person) – we have had past requests for guided walks or tours and we are discussing development of a program. This will allow us to implement the program in a timely manner once established. Line 166, Passport Photos – picture fees can be set by Ingham County, while the processing fee is set by the State Department. \$15 is a competitive fee based on market research. Line 167, Snow Shoe Rental – We have had frequent requests for this program. We would like to have a fee set for this and develop the program. Based on market research this is an equitable fee. Line 168, Band Shell Rental – these fees are being collected by the Friends of Ingham County Parks. There is no BOC resolution declaring that Band Shell fees will be collected by the Friends of Ingham County Parks. In addition, this practice is not in keeping with our relationship with the Friends who financially support construction of facilities in the parks and following construction, that facility is then donated to the Parks. Line 170, Band Shell Equipment Rental – this is when renting the band shell.

- d. CS: The Zoo agreed with most of the proposed fee increases. Lines 174 and 175, Resident and Non-Resident Annual Passes, this is the same rate as the other park annual passes and we should stay consistent to the parks, therefore we would like to stay at the 2016 rates. Line 180, the target percentage changed from 25% to 40% and Line 182, the target percentage changed from 25% to 35%. This was increase based on information from the Zoo that the costs needed to be increased and the Controller's Office supports these changes.
- e. CS: The Register of Deeds does not agree with increasing any of the fees for 2017. The fees associated with the cost of the subscriptions on Laredo and Tapestry should at this time remain the same as they have knowledge that the State of Michigan will be increasing the filing fees for documents in the very near future (Lines 198, 202 and 204).
- f. CS: The Treasurer does not agree with the increase in proposed fee (Line 205). He believes it costs more to update the forms each year and the cost just increased last year. He recommends waiting for another year.
- g. HS: The Health Department agrees with most of the proposed fee increase. However, Line 26, the Office for Young Children feel that the proposed fee is too high and are willing to increase the fee but just not as much as our proposed amount. This is a mandated fee for daycare providers. Lines 87 and 92-95, Environmental Health fees were just passed by the Board at the end of 2015 and the Health Department would prefer not to increase twice within a year period.

- h. L&C: Animal Control proposed fee increases are supported by the department except the following: Lines 2-3 and 5-7, the Director and the Treasurer believe our fees are high enough that they are seeing diminishing returns (that is, lost revenue because people won't pay that much to license their dogs) at least in some categories. They would like to hold the above fees to the 2016 rate for 2017 and then analyze them more for 2018.
 - i. L&C: The District Court does not recommend any fee increase for 2017 (Lines 52-53).
 - j. L&C: The Friend of the Court does not want to increase the bench warrant fee in Line 67. This fee has been increased over the years and these fees are very difficult to collect and have a very high outstanding balance.
10. Additional revenue is projected from the department head/Controller recommended increase in fees multiplied by the units.

A summary of proposed fee increases for 2017 is presented in the final spreadsheet (Attachment B). The spreadsheet simply lists the 2016 fee, department head and Controller recommendations, and projected revenue for each fee where an increase was proposed.

Fee increases recommended by the Controller's Office would generate approximately \$45,621 in additional revenue in 2017. Total revenue generated by the listed fees is approximately \$5.7 million, meaning the proposed adjustments would increase the base by about 1.0%.

Please do not hesitate to contact me if you have any questions regarding this information.

Attachments

DRAFT RESOLUTION

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, 2017 with the exception of the Health Department and Friend of the Court, where new rates will be effective October 1, 2016 and the Park and Zoo winter seasonal fees which will be effective starting November 1, 2016.

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.

2017 County Fees Analysis
County Services Committee

ATTACHMENT A

FEES PROPOSED TO CHANGE ARE IN BOLD

| Location of Service | Fee Description | 2016 Cost | 2017 Cost Increase Factor | 2017 Cost | Target Percent | 2016 Fee | 2017 Calc. Fee | 2017 Initial Prop. Fee | Units | Controller/ Department Recommend. | Additional Revenue |
|---------------------|--|------------|---------------------------|------------|----------------|-----------------|----------------|------------------------|--------|-----------------------------------|--------------------|
| 1 | Clerk Certified Copy - 1st Copy | \$20.96 | 0.3% | \$21.02 | 100.0% | \$20.00 | \$21.02 | \$21.00 | 16,500 | \$20.00 | \$0 |
| 2 | Clerk Certified Copy - Add'l Copies | \$10.48 | 0.3% | \$10.51 | 100.0% | \$10.00 | \$10.51 | \$10.50 | 20,400 | \$10.00 | \$0 |
| 3 | Clerk Expedited Svc - copies of Vital Records | \$25.00 | 0.3% | \$25.08 | 100.0% | \$25.00 | \$25.08 | \$25.00 | 248 | \$25.00 | \$0 |
| 4 | Clerk Marriage Solemnize | \$52.39 | 0.3% | \$52.55 | 100.0% | \$50.00 | \$52.55 | \$51.00 | 200 | \$50.00 | \$0 |
| 5 | Clerk Notarization of Documents - County resident | \$5.29 | 0.3% | \$5.30 | 100.0% | \$5.00 | \$5.30 | \$5.00 | 0 | \$5.00 | \$0 |
| 6 | Clerk Notarization of Documents - non-County resident | \$10.57 | 0.3% | \$10.60 | 100.0% | \$10.00 | \$10.60 | \$10.00 | 0 | \$10.00 | \$0 |
| 7 | Clerk Marriage Witness Fee | \$15.86 | 0.3% | \$15.90 | 100.0% | \$15.00 | \$15.90 | \$15.00 | 0 | \$15.00 | \$0 |
| 8 | BOC FOIA - Copies (6) | \$0.01 | 0.3% | \$0.01 | 100.0% | \$0.01 | \$0.01 | \$0.01 | 0 | \$0.01 | \$0 |
| 9 | BOC FOIA - CD/DVD (6) | \$0.30 | 0.3% | \$0.30 | 100.0% | \$0.30 | \$0.30 | \$0.30 | 0 | \$0.30 | \$0 |
| 10 | BOC FOIA - Clerical/Clerk Per Hour Rate (6) | \$16.00 | 0.3% | \$16.05 | 100.0% | \$16.00 | \$16.05 | \$16.05 | 0 | \$16.00 | \$0 |
| 11 | BOC FOIA - Computer Technician Per Hour Rate (6) | \$24.08 | 0.3% | \$24.15 | 100.0% | \$24.08 | \$24.15 | \$24.15 | 0 | \$24.08 | \$0 |
| 12 | BOC FOIA - Manager Per Hour Rate (6) | \$27.85 | 0.3% | \$27.93 | 100.0% | \$27.85 | \$27.93 | \$27.93 | 0 | \$27.85 | \$0 |
| 13 | BOC FOIA - Sheriff's Deputy Per Hour Rate (6) | \$19.53 | 0.3% | \$19.59 | 100.0% | \$19.53 | \$19.59 | \$19.59 | 0 | \$19.53 | \$0 |
| 14 | BOC FOIA - Assistant Prosecuting Attorney Per Hour Rate (6) | \$24.57 | 0.3% | \$24.64 | 100.0% | \$24.57 | \$24.64 | \$24.64 | 0 | \$24.57 | \$0 |
| 15 | Drain Comm. Photography | \$284.05 | 0.3% | \$284.90 | 100.0% | \$280.00 | \$284.90 | \$280.00 | 3 | \$280.00 | \$0 |
| 16 | Drain Comm. Topography | \$568.09 | 0.3% | \$569.80 | 100.0% | \$565.00 | \$569.80 | \$565.00 | 3 | \$565.00 | \$0 |
| 17 | Drain Comm. Floodplain/wetland | \$113.62 | 0.3% | \$113.96 | 100.0% | \$110.00 | \$113.96 | \$110.00 | 0 | \$110.00 | \$0 |
| 18 | Drain Comm. Preliminary Comm. Site Plan Review (2) | \$1,311.79 | 0.3% | \$1,315.73 | 75.0% | \$690.00 | \$986.80 | \$695.00 | 20 | \$695.00 | \$100 |
| 19 | Drain Comm. Preliminary Plat Review (2) | \$1,685.45 | 0.3% | \$1,690.51 | 75.0% | \$690.00 | \$1,267.88 | \$695.00 | 3 | \$695.00 | \$15 |
| 20 | Drain Comm. Plat and Commercial Drainage Review | | | | | | | | | | |
| 21 | Drain Comm. Plat and Commercial Drainage Review - First acre | \$695.87 | 0.3% | \$697.96 | 100.0% | \$690.00 | \$697.96 | \$695.00 | 15 | \$695.00 | \$75 |
| 22 | Drain Comm. Additional acre | \$79.53 | 0.3% | \$79.77 | 100.0% | \$77.00 | \$79.77 | \$78.00 | 15 | \$78.00 | \$15 |
| 23 | Drain Comm. Re-submission Admin fee | \$227.24 | 0.3% | \$227.92 | 100.0% | \$225.00 | \$227.92 | \$225.00 | 0 | \$225.00 | \$0 |
| 24 | Drain Comm. Plat Drain Administration Fee | \$7,069.52 | 0.3% | \$7,090.73 | 75.0% | \$2,450.00 | \$5,318.05 | \$2,500.00 | 3 | \$2,500.00 | \$150 |
| 25 | Drain Comm. Drain Crossing Permits, Review (Commercial) | \$498.01 | 0.3% | \$499.50 | 100.0% | \$490.00 | \$499.50 | \$495.00 | 40 | \$495.00 | \$200 |
| 26 | Drain Comm. Drain Crossing Permit - (Residential) | \$131.27 | 0.3% | \$131.67 | 100.0% | \$130.00 | \$131.67 | \$130.00 | 1 | \$130.00 | \$0 |
| 27 | Drain Comm. Tap in Permit - Residential | \$140.12 | 0.3% | \$140.55 | 75.0% | \$105.00 | \$105.41 | \$105.00 | 1 | \$105.00 | \$0 |
| 28 | Drain Comm. Tap-in Permit - Commercial | \$547.00 | 0.3% | \$548.64 | 75.0% | \$410.00 | \$411.48 | \$410.00 | 10 | \$410.00 | \$0 |
| 29 | Drain Comm. Soil Erosion Permit - Commercial-12 mo. Duration - 1/2 acre or less | \$604.02 | 0.3% | \$605.84 | 100.0% | \$600.00 | \$605.84 | \$605.00 | 0 | \$605.00 | \$0 |
| 30 | Drain Comm. Soil Erosion (12 mo.) - Commercial- each additional acre (3) | \$60.40 | 0.3% | \$60.58 | 100.0% | \$60.00 | \$60.58 | \$60.00 | 0 | \$60.00 | \$0 |
| 31 | Drain Comm. Soil Erosion Permit - Commercial -9 mo. Duration - 1/2 acre or less (3) | \$529.84 | 0.3% | \$531.43 | 100.0% | \$525.00 | \$531.43 | \$530.00 | 0 | \$530.00 | \$0 |
| 32 | Drain Comm. Soil Erosion (9 mo.) - Commercial- each add'l acre (3) | \$52.98 | 0.3% | \$53.14 | 100.0% | \$52.00 | \$53.14 | \$53.00 | 0 | \$53.00 | \$0 |
| 33 | Drain Comm. Soil Erosion Permit - Commercial - 6 mo. Duration - 1/2 acre or less (3) | \$455.67 | 0.3% | \$457.03 | 100.0% | \$450.00 | \$457.03 | \$450.00 | 0 | \$450.00 | \$0 |
| 34 | Drain Comm. Soil Erosion (6 mo.) - Commercial- each add'l acre (3) | \$45.57 | 0.3% | \$45.70 | 100.0% | \$45.00 | \$45.70 | \$45.00 | 0 | \$45.00 | \$0 |
| 35 | Drain Comm. Soil Erosion Permit Transfer | \$96.58 | 0.3% | \$96.87 | 100.0% | \$95.00 | \$96.87 | \$96.00 | 0 | \$96.00 | \$0 |
| 36 | Drain Comm. Soil Erosion Permit Renewal (3) | \$48.29 | 0.3% | \$48.43 | 100.0% | 1/2 of orig fee | \$48.43 | 1/2 of orig fee | 0 | 1/2 of orig fee | \$0 |
| 37 | Drain Comm. Escrow account-1/2 acre or less | \$568.09 | 0.3% | \$569.80 | 100.0% | \$565.00 | \$569.80 | \$565.00 | 20 | \$565.00 | \$0 |
| 38 | Drain Comm. Escrow account - 1/2 to 1 acre | \$1,704.27 | 0.3% | \$1,709.39 | 100.0% | \$1,685.00 | \$1,709.39 | \$1,700.00 | 10 | \$1,700.00 | \$150 |
| 39 | Drain Comm. Escrow account - 1 to 5 acres | \$3,408.55 | 0.3% | \$3,418.78 | 100.0% | \$3,375.00 | \$3,418.78 | \$3,400.00 | 15 | \$3,400.00 | \$375 |

| Location of Service | Fee Description | 2016 Cost | 2017 Cost Increase Factor | 2017 Cost | Target Percent | 2016 Fee | 2017 Calc. Fee | 2017 Initial Prop. Fee | Units | Controller/ Department Recommend. | Additional Revenue |
|---------------------|---|------------|---------------------------|------------|----------------|-----------------|----------------|------------------------|--------|-----------------------------------|--------------------|
| 40 Drain Comm. | Escrow account - 5 to 10 acres | \$5,680.92 | 0.3% | \$5,697.96 | 100.0% | \$5,600.00 | \$5,697.96 | \$5,625.00 | 5 | \$5,625.00 | \$125 |
| 41 Drain Comm. | Escrow account - each add'l 10 acres | \$2,840.46 | 0.3% | \$2,848.98 | 100.0% | \$2,800.00 | \$2,848.98 | \$2,825.00 | 5 | \$2,825.00 | \$125 |
| 42 Drain Comm. | Soil Erosion Permit-Residential-12 mo. | \$261.32 | 0.3% | \$262.11 | 100.0% | \$260.00 | \$262.11 | \$260.00 | 2 | \$260.00 | \$0 |
| 43 Drain Comm. | Soil Erosion Permit - 9 month duration | \$337.31 | 0.3% | \$338.32 | 75.0% | \$250.00 | \$253.74 | \$250.00 | 5 | \$250.00 | \$0 |
| 44 Drain Comm. | Soil Erosion Permit - 6 month duration | \$273.49 | 0.3% | \$274.31 | 75.0% | \$200.00 | \$205.73 | \$200.00 | 40 | \$200.00 | \$0 |
| 45 Drain Comm. | Soil Erosion Permit - Renewal | \$136.75 | 0.3% | \$137.16 | 75.0% | 1/2 of orig fee | \$102.87 | 1/2 of orig fee | 25 | 1/2 of orig fee | \$0 |
| 46 Drain Comm. | Commercial Minor Disturbance Soil Erosion - Permit/Review/Inspection | \$436.91 | 0.3% | \$438.22 | 75.0% | \$320.00 | \$328.66 | \$325.00 | 15 | \$325.00 | \$75 |
| 47 Drain Comm. | Residential Minor Disturbance Soil Erosion - Permit/Review/Inspection | \$63.81 | 0.3% | \$64.01 | 75.0% | \$46.00 | \$48.00 | \$47.00 | 10 | \$47.00 | \$10 |
| 48 Drain Comm. | Violation and Cease&Desist Order | \$298.35 | 0.3% | \$299.24 | 100.0% | \$295.00 | \$299.24 | \$295.00 | 6 | \$295.00 | \$0 |
| 49 Drain Comm. | Title Search - Drain Assessments | \$5.42 | 0.3% | \$5.43 | 100.0% | \$5.00 | \$5.43 | \$5.00 | 1,694 | \$5.00 | \$0 |
| 50 Econ. Devel. | Application Fee - Brownfield | \$1,500.00 | 0.3% | \$1,504.50 | 100.0% | \$1,500.00 | \$1,504.50 | \$1,500.00 | 0 | \$1,500.00 | \$0 |
| 51 Equalization | Pre-2005 Paper Maps/Aerial photos (blueprints) | \$12.88 | 0.3% | \$12.92 | 100.0% | \$12.00 | \$12.92 | \$12.00 | 100 | 12.00 | \$0 |
| 52 Equalization | Digitally Produced Paper Maps- Parcel Layer | | | | | | | | | | |
| 53 Equalization | 8.5" x 11" | \$6.37 | 0.3% | \$6.39 | 100.0% | \$6.00 | \$6.39 | \$6.00 | 5 | \$6.00 | \$0 |
| 54 Equalization | 11" x 17" | \$12.74 | 0.3% | \$12.78 | 100.0% | \$12.00 | \$12.78 | \$12.00 | 5 | \$12.00 | \$0 |
| 55 Equalization | 17" x 22" | \$19.11 | 0.3% | \$19.17 | 100.0% | \$19.00 | \$19.17 | \$19.00 | 5 | \$19.00 | \$0 |
| 56 Equalization | 22" x 34" | \$25.48 | 0.3% | \$25.55 | 100.0% | \$25.00 | \$25.55 | \$25.00 | 5 | \$25.00 | \$0 |
| 57 Equalization | 28" x 40" | \$31.85 | 0.3% | \$31.94 | 100.0% | \$31.00 | \$31.94 | \$31.00 | 5 | \$31.00 | \$0 |
| 58 Equalization | 34" x 44" | \$38.22 | 0.3% | \$38.33 | 100.0% | \$38.00 | \$38.33 | \$38.00 | 5 | \$38.00 | \$0 |
| 59 Equalization | Digitally Produced Paper Maps - Parcel layer w/2010 Digital Photo Layer | | | | | | | | | | |
| 60 Equalization | 8.5" x 11" | \$12.74 | 0.3% | \$12.78 | 100.0% | \$12.00 | \$12.78 | \$12.00 | 1,250 | \$12.00 | \$0 |
| 61 Equalization | 11" x 17" | \$25.48 | 0.3% | \$25.55 | 100.0% | \$25.00 | \$25.55 | \$25.00 | 25 | \$25.00 | \$0 |
| 62 Equalization | 17" x 22" | \$38.22 | 0.3% | \$38.33 | 100.0% | \$38.00 | \$38.33 | \$38.00 | 20 | \$38.00 | \$0 |
| 63 Equalization | 22" x 34" | \$50.95 | 0.3% | \$51.11 | 100.0% | \$50.00 | \$51.11 | \$51.00 | 5 | \$51.00 | \$5 |
| 64 Equalization | 28" x 40" | \$63.69 | 0.3% | \$63.88 | 100.0% | \$63.00 | \$63.88 | \$63.00 | 5 | \$63.00 | \$0 |
| 65 Equalization | 34" x 44" | \$76.43 | 0.3% | \$76.66 | 100.0% | \$76.00 | \$76.66 | \$76.00 | 5 | \$76.00 | \$0 |
| 66 Equalization | Custom Maps | \$71.86 | 0.3% | \$72.07 | 100.0% | \$71.00 | \$72.07 | \$72.00 | 50 | \$72.00 | \$50 |
| 67 Parks | Administrative/Office Fees | | | | | | | | | | |
| 68 Parks | Administrative -Returned Check Fee | \$32.57 | 0.3% | \$32.66 | 100.0% | \$30.00 | \$32.66 | \$32.00 | 0 | \$32.00 | \$0 |
| 69 Parks | Cancellation Fee (for all park reservations) | \$21.14 | 0.3% | \$21.20 | 100.0% | \$20.00 | \$21.20 | \$21.00 | 21 | \$21.00 | \$21 |
| 70 Parks | Parking/Vehicle Entrance Fees **** | | | | | | | | | | |
| 71 Parks | Resident Daily | \$4.27 | 0.3% | \$4.28 | 75.0% | \$3.00 | \$3.21 | \$3.00 | 40,000 | \$3.00 | \$0 |
| 72 Parks | Resident Annual | \$42.65 | 0.3% | \$42.78 | 75.0% | \$30.00 | \$32.09 | \$31.00 | 4,000 | \$30.00 | \$0 |
| 73 Parks | Non-Resident Daily | \$5.29 | 0.3% | \$5.30 | 100.0% | \$5.00 | \$5.30 | \$5.00 | 9,000 | \$5.00 | \$0 |
| 74 Parks | Non-Resident Annual | \$42.65 | 0.3% | \$42.78 | 100.0% | \$40.00 | \$42.78 | \$41.00 | 100 | \$40.00 | \$0 |
| 75 Parks | Shelters | | | | | | | | | | |
| 76 Parks | Winter Sports Building (100 Person Capacity) **** | \$97.70 | 0.3% | \$97.99 | 100.0% | \$90.00 | \$97.99 | \$95.00 | 0 | \$95.00 | \$0 |
| 77 Parks | Winter Sports Building - reservation fee/non operational hrs | \$30.00 | 0.3% | \$30.09 | 100.0% | \$30.00 | \$30.09 | \$30.00 | 0 | \$30.00 | \$0 |
| 78 Parks | Shelters - 60 Person Capacity **** | | | | | | | | | | |
| 79 Parks | Lake Lansing South Lakeview | \$79.28 | 0.3% | \$79.52 | 100.0% | \$75.00 | \$79.52 | \$75.00 | 70 | \$75.00 | \$0 |
| 80 Parks | Lake Lansing North Oak Knoll | \$79.28 | 0.3% | \$79.52 | 100.0% | \$75.00 | \$79.52 | \$75.00 | 24 | \$75.00 | \$0 |
| 81 Parks | Lake Lansing North Sandhill | \$79.28 | 0.3% | \$79.52 | 100.0% | \$75.00 | \$79.52 | \$75.00 | 37 | \$75.00 | \$0 |
| 82 Parks | Hawk Island Kestrel | \$79.28 | 0.3% | \$79.52 | 100.0% | \$75.00 | \$79.52 | \$75.00 | 143 | \$75.00 | \$0 |
| 83 Parks | Hawk Island 1/2 of Peregrine | \$79.28 | 0.3% | \$79.52 | 100.0% | \$75.00 | \$79.52 | \$75.00 | 25 | \$75.00 | \$0 |
| 84 Parks | Burchfield Deer Run | \$79.28 | 0.3% | \$79.52 | 100.0% | \$75.00 | \$79.52 | \$75.00 | 24 | \$75.00 | \$0 |

| | Location of Service | Fee Description | 2016 Cost | 2017 Cost Increase Factor | 2017 Cost | Target Percent | 2016 Fee | 2017 Calc. Fee | 2017 Initial Prop. Fee | Units | Controller/ Department Recommend. | Additional Revenue |
|-----|---------------------|--|-----------|---------------------------|-----------|----------------|----------|----------------|------------------------|-------|-----------------------------------|--------------------|
| 85 | Parks | Burchfield Pine Knoll | \$79.28 | 0.3% | \$79.52 | 100.0% | \$75.00 | \$79.52 | \$75.00 | 28 | \$75.00 | \$0 |
| 86 | Parks | Burchfield Southridge | \$79.28 | 0.3% | \$79.52 | 100.0% | \$75.00 | \$79.52 | \$75.00 | 35 | \$75.00 | \$0 |
| 87 | Parks | Shelters - 120 Person Capacity **** | | | | | | | | | | |
| 88 | Parks | Lake Lansing - North - 1/2 of Main | \$105.70 | 0.3% | \$106.02 | 100.0% | \$100.00 | \$106.02 | \$105.00 | 11 | \$105.00 | \$55 |
| 89 | Parks | Hawk Island Peregrine | \$132.13 | 0.3% | \$132.53 | 100.0% | \$125.00 | \$132.53 | \$130.00 | 69 | \$130.00 | \$345 |
| 90 | Parks | Burchfield 1/2 of North Bluff | \$105.70 | 0.3% | \$106.02 | 100.0% | \$100.00 | \$106.02 | \$105.00 | 14 | \$105.00 | \$70 |
| 91 | Parks | Burchfield 1/2 of Woodsong | \$105.70 | 0.3% | \$106.02 | 100.0% | \$100.00 | \$106.02 | \$105.00 | 18 | \$105.00 | \$90 |
| 92 | Parks | Shelters - 150 Person Capacity **** | | | | | | | | | | |
| 93 | Parks | Lake Lansing - South - 1/2 of Main | \$105.70 | 0.3% | \$106.02 | 100.0% | \$100.00 | \$106.02 | \$105.00 | 47 | \$105.00 | \$235 |
| 94 | Parks | Shelters - 240 Person Capacity **** | | | | | | | | | | |
| 95 | Parks | Lake Lansing - North - Main | \$184.98 | 0.3% | \$185.54 | 100.0% | \$175.00 | \$185.54 | \$180.00 | 21 | \$180.00 | \$105 |
| 96 | Parks | Burchfield - North Bluff | \$184.98 | 0.3% | \$185.54 | 100.0% | \$175.00 | \$185.54 | \$180.00 | 20 | \$180.00 | \$100 |
| 97 | Parks | Burchfield - Woodsong | \$184.98 | 0.3% | \$185.54 | 100.0% | \$175.00 | \$185.54 | \$180.00 | 15 | \$180.00 | \$75 |
| 98 | Parks | Shelters - 300 Person Capacity **** | | | | | | | | | | |
| 99 | Parks | Lake Lansing - South - Main | \$184.98 | 0.3% | \$185.54 | 100.0% | \$175.00 | \$185.54 | \$180.00 | 45 | \$180.00 | \$225 |
| 100 | Parks | Burchfield - Overlook | \$184.98 | 0.3% | \$185.54 | 100.0% | \$175.00 | \$185.54 | \$180.00 | 30 | \$180.00 | \$150 |
| 101 | Parks | Shelters - 375 Person Capacity **** | | | | | | | | | | |
| 102 | Parks | Hawk Island - Red Tail | \$264.26 | 0.3% | \$265.05 | 100.0% | \$250.00 | \$265.05 | \$255.00 | 90 | \$255.00 | \$450 |
| 103 | Parks | Cabanas - Mini semi permanent shelters/30 p cap. | | | | | | | | | | |
| 104 | Parks | Hawk Island | \$79.28 | 0.3% | \$79.52 | 100.0% | \$75.00 | \$79.52 | \$75.00 | 100 | \$75.00 | \$0 |
| 105 | Parks | Lake Lansing South | \$79.28 | 0.3% | \$79.52 | 100.0% | \$75.00 | \$79.52 | \$75.00 | 15 | \$75.00 | \$0 |
| 106 | Parks | Burchfield | \$79.28 | 0.3% | \$79.52 | 100.0% | \$75.00 | \$79.52 | \$75.00 | 0 | \$75.00 | \$0 |
| 107 | Parks | Wedding Gazebo | | | | | | | | | | |
| 108 | Parks | Lake Lansing Wedding Gazebo | \$264.26 | 0.3% | \$265.05 | 100.0% | \$250.00 | \$265.05 | \$255.00 | 0 | \$255.00 | \$0 |
| 109 | Parks | Boating Fees **** | | | | | | | | | | |
| 110 | Parks | In-Park Canoe/Kayak - per hr | \$6.34 | 0.3% | \$6.36 | 100.0% | \$6.00 | \$6.36 | \$6.00 | 2,262 | \$6.00 | \$0 |
| 111 | Parks | Abandonment Recovery Fee | \$43.42 | 0.3% | \$43.55 | 100.0% | \$40.00 | \$43.55 | \$41.00 | 0 | \$40.00 | \$0 |
| 112 | Parks | Late Fee (arriving 1/2 hour or later after closing) | \$21.71 | 0.3% | \$21.78 | 100.0% | \$20.00 | \$21.78 | \$21.00 | 0 | \$20.00 | \$0 |
| 113 | Parks | Canoe/Kayak Trips - McNamara | \$16.00 | 0.3% | \$16.05 | 100.0% | \$15.00 | \$16.05 | \$16.00 | 146 | \$16.00 | \$146 |
| 114 | Parks | Canoe/Kayak Trips - Bunker Rd | \$23.25 | 0.3% | \$23.32 | 100.0% | \$22.00 | \$23.32 | \$23.00 | 64 | \$23.00 | \$64 |
| 115 | Parks | Canoe/Kayak Trips - Eaton Rapids | \$29.60 | 0.3% | \$29.69 | 100.0% | \$28.00 | \$29.69 | \$29.00 | 15 | \$29.00 | \$15 |
| 116 | Parks | Canoe/Kayak Trips - Transport Fee (Non-ICP Boats and person(s)-grp of 2 or more) | \$5.43 | 0.3% | \$5.44 | 100.0% | \$5.00 | \$5.44 | \$5.00 | 0 | \$5.00 | \$0 |
| 117 | Parks | Pedal Boat - 1/2 hour | \$6.00 | 0.3% | \$6.02 | 100.0% | \$6.00 | \$6.02 | \$6.00 | 0 | \$6.00 | \$0 |
| 118 | Parks | Row Boat - 1st hour | \$7.40 | 0.3% | \$7.42 | 100.0% | \$7.00 | \$7.42 | \$7.00 | 0 | \$7.00 | \$0 |
| 119 | Parks | Row Boat - Hourly Thereafter | \$3.17 | 0.3% | \$3.18 | 100.0% | \$3.00 | \$3.18 | \$3.00 | 0 | \$3.00 | \$0 |
| 120 | Parks | Boat Launch - Daily | \$5.29 | 0.3% | \$5.30 | 100.0% | \$5.00 | \$5.30 | \$5.00 | 2,559 | \$5.00 | \$0 |
| 121 | Parks | Boat Launch - Annual | \$52.85 | 0.3% | \$53.01 | 100.0% | \$50.00 | \$53.01 | \$51.00 | 119 | \$50.00 | \$0 |
| 122 | Parks | Ski Rental (Burchfield only) **** | | | | | | | | | | |
| 123 | Parks | Moonlight Ski- Adult | \$10.57 | 0.3% | \$10.60 | 100.0% | \$10.00 | \$10.60 | \$10.00 | 0 | \$10.00 | \$0 |
| 124 | Parks | Moonlight Ski - Child (12 & under) | \$3.60 | 0.3% | \$3.61 | 100.0% | \$3.00 | \$3.61 | \$3.00 | 0 | \$3.00 | \$0 |
| 125 | Parks | Cross Country Skiing Adults & Children (12 & under): (Burchfield only) **** | | | | | | | | | | |
| 126 | Parks | Cross Country Ski Rental- adult per hour | \$7.00 | 0.3% | \$7.02 | 100.0% | \$7.00 | \$7.02 | \$7.00 | 0 | \$7.00 | \$0 |
| 127 | Parks | Cross Country Ski Rental - child per hour | \$5.00 | 0.3% | \$5.02 | 100.0% | \$5.00 | \$5.02 | \$5.00 | 0 | \$5.00 | \$0 |

| Location of Service | Fee Description | 2016 Cost | 2017 Cost Increase Factor | 2017 Cost | Target Percent | 2016 Fee | 2017 Calc. Fee | 2017 Initial Prop. Fee | Units | Controller/ Department Recommend. | Additional Revenue |
|---------------------|--|-----------|---------------------------|-----------|----------------|----------|----------------|------------------------|-------|-----------------------------------|--------------------|
| 170 Parks | PA, Chairs or Music Stands per item NEW | | | | 100.0% | | \$50.00 | | 2 | 50.00 | \$100 |
| 171 Zoo | Parking Fees **** | | | | | | | | | | |
| 172 Zoo | Resident - daily (April - October) | \$5.43 | 0.3% | \$5.44 | 75.0% | \$3.00 | \$4.08 | \$3.00 | 0 | \$3.00 | \$0 |
| 173 Zoo | Non-Resident daily (April - October) | \$5.43 | 0.3% | \$5.44 | 100.0% | \$5.00 | \$5.44 | \$5.00 | 0 | \$5.00 | \$0 |
| 174 Zoo | Resident Annual | \$43.42 | 0.3% | \$43.55 | 75.0% | \$30.00 | \$32.66 | \$31.00 | 0 | \$30.00 | \$0 |
| 175 Zoo | Non-Resident Annual | \$43.42 | 0.3% | \$43.55 | 100.0% | \$40.00 | \$43.55 | \$41.00 | 0 | \$40.00 | \$0 |
| 176 Zoo | Ingham County (non-profit) School Bus | \$5.43 | 0.3% | \$5.44 | 0.0% | \$0.00 | \$0.00 | \$0.00 | 0 | \$0.00 | \$0 |
| 177 Zoo | Admission Fees (group rate ****) | | | | | | | | | | |
| 178 Zoo | Resident Adult (April - October) | \$13.03 | 0.3% | \$13.07 | 50.0% | \$4.00 | \$6.53 | \$5.00 | 0 | \$6.00 | \$0 |
| 179 Zoo | Non-Resident Adult (April - October) | \$13.03 | 0.3% | \$13.07 | 100.0% | \$10.00 | \$13.07 | \$11.00 | 0 | \$11.00 | \$0 |
| 180 Zoo | Resident Senior (April - October)* | \$13.03 | 0.3% | \$13.07 | 40.0% | \$3.00 | \$5.23 | \$5.00 | 0 | \$5.00 | \$0 |
| 181 Zoo | Non-Resident Senior (April - October) | \$13.03 | 0.3% | \$13.07 | 100.0% | \$8.00 | \$13.07 | \$10.00 | 0 | \$10.00 | \$0 |
| 182 Zoo | Children (age 3-12) (April - October)* | \$13.03 | 0.3% | \$13.07 | 35.0% | \$3.00 | \$4.57 | \$4.00 | 0 | \$4.00 | \$0 |
| 183 Zoo | Children under 3 | \$13.03 | 0.3% | \$13.07 | 0.0% | \$0.00 | \$0.00 | \$0.00 | 0 | \$0.00 | \$0 |
| 184 Zoo | All Adults(November-March): Res, Non-Res, or Senior | \$13.03 | 0.3% | \$13.07 | 25.0% | \$3.00 | \$3.27 | \$3.00 | 0 | \$3.00 | \$0 |
| 185 Zoo | Children (age 3-12) (November - March) | \$8.68 | 0.3% | \$8.71 | 25.0% | \$2.00 | \$2.18 | \$2.00 | 0 | \$2.00 | \$0 |
| 186 Zoo | Admission Fee for Charitable Events (5) | \$4.06 | 0.3% | \$4.08 | 100.0% | \$4.00 | \$4.08 | \$4.00 | 0 | \$4.00 | \$0 |
| 187 Zoo | School Groups & Charitable Organizations ANY SHELTER | \$25.40 | 0.3% | \$25.48 | 100.0% | \$25.00 | \$25.48 | \$25.00 | 0 | \$25.00 | \$0 |
| 188 Zoo | Shelters - 60 Person Capacity **** | | | | | | | | | | |
| 189 Zoo | Potter Park Penquin Cove | \$159.92 | 0.3% | \$160.40 | 100.0% | \$79.00 | \$160.40 | \$100.00 | 35 | \$100.00 | \$735 |
| 190 Zoo | Shelters - 80 Person Capacity **** | | | | | | | | | | |
| 191 Zoo | Potter Park Eagle Landing | \$159.92 | 0.3% | \$160.40 | 100.0% | \$105.00 | \$160.40 | \$125.00 | 37 | \$125.00 | \$740 |
| 192 Zoo | Shelters - 300 Person Capacity **** | | | | | | | | | | |
| 193 Zoo | Potter Park - Tiger Den | \$204.40 | 0.3% | \$205.01 | 100.0% | \$180.00 | \$205.01 | \$200.00 | 10 | \$200.00 | \$200 |
| 194 RoD | Plat Administration Fee (1) | \$20.00 | 0.3% | \$20.06 | 100.0% | \$20.00 | \$20.06 | \$20.00 | 10 | \$20.00 | \$0 |
| 195 RoD | AVA product print fee per copy | \$1.19 | 0.3% | \$1.20 | 100.0% | \$1.15 | \$1.20 | \$1.00 | 0 | \$1.15 | \$0 |
| 196 RoD | Tapestry product per search | \$6.46 | 0.3% | \$6.48 | 100.0% | \$6.00 | \$6.48 | \$6.00 | 0 | \$6.00 | \$0 |
| 197 RoD | Tapestry product print fee per copy | \$1.09 | 0.3% | \$1.09 | 100.0% | \$1.00 | \$1.09 | \$1.00 | 0 | \$1.00 | \$0 |
| 198 RoD | Laredo product,0-250 minutes chrg/month | \$54.28 | 0.3% | \$54.44 | 100.0% | \$53.00 | \$54.44 | \$54.00 | 0 | \$53.00 | \$0 |
| 199 RoD | Laredo Min. Overage for 0-250 min. plan | \$0.22 | 0.3% | \$0.22 | 100.0% | \$0.21 | \$0.22 | \$0.21 | 0 | \$0.21 | \$0 |
| 200 RoD | Laredo product, 250-1000 mins.-chrg/mo. | \$108.56 | 0.3% | \$108.88 | 100.0% | \$105.00 | \$108.88 | \$105.00 | 0 | \$105.00 | \$0 |
| 201 RoD | Laredo Min. Ovrgr for 250-1000 min. plan | \$0.16 | 0.3% | \$0.16 | 100.0% | \$0.16 | \$0.16 | \$0.16 | 0 | \$0.16 | \$0 |
| 202 RoD | Laredo product,1001-3000 mins-chrg/mo | \$217.11 | 0.3% | \$217.77 | 100.0% | \$210.00 | \$217.77 | \$215.00 | 0 | \$210.00 | \$0 |
| 203 RoD | Laredo Min. Ovrgr for 1000-3000 min. plan | \$0.13 | 0.3% | \$0.13 | 100.0% | \$0.13 | \$0.13 | \$0.13 | 0 | \$0.13 | \$0 |
| 204 RoD | Laredo product,Unitd mins-chrg/mo. | \$271.39 | 0.3% | \$272.21 | 100.0% | \$260.00 | \$272.21 | \$265.00 | 0 | \$260.00 | \$0 |
| 205 Treasurer | NSF Checks | \$32.41 | 0.3% | \$32.50 | 100.0% | \$31.00 | \$32.50 | \$32.00 | 75 | \$31.00 | \$0 |
| Treasurer | Tax service fee | \$4.23 | 0.3% | \$4.24 | 100.0% | \$4.00 | \$4.24 | \$4.00 | 100 | 4.00 | \$0 |

\$16,521

(1) Set per the State Guidelines

(2) These Fees must be the same as the 1st acre

(3) The fee for each additional acre is 10% of the original fee

(4) Fee was lowered to \$800 effective April 1, 2014 per Reso 14-115

(5) Added per Reso #14-432

(6) Added per Reso #15-221

*Target % Changed in 2017 based on info to increase fees per the zoo (where previously at 25%)

**** FEE EXCEPTIONS - Waiver of Fees: all school and non-profit groups Mon-Friday (PB#10-21), Big Brother/Sister (PB#04-25), Special Events(PB#11-53), Annual hardship pass -free to low income(PB#93-78)

Zoo - School Groups - \$1.00/person Monday P.M. - Friday

Zoo - On Non-Holiday Mondays from 9AM - 12PM, admission will be free for Ingham County Residents

2017 County Fees Analysis
County Services Committee

ATTACHMENT B

| | Location of Service | Fee Description | 2016 Fee | Controller/ Department Recommend. | Additional Revenue |
|-----|---------------------|---|------------|-----------------------------------|--------------------|
| 18 | Drain Comm. | Preliminary Comm. Site Plan Review (2) | \$690.00 | \$695.00 | \$100 |
| 19 | Drain Comm. | Preliminary Plat Review (2) | \$690.00 | \$695.00 | \$15 |
| 21 | Drain Comm. | Plat and Commercial Drainage Review - First acre | \$690.00 | \$695.00 | \$75 |
| 22 | Drain Comm. | Additional acre | \$77.00 | \$78.00 | \$15 |
| 24 | Drain Comm. | Plat Drain Administration Fee | \$2,450.00 | \$2,500.00 | \$150 |
| 25 | Drain Comm. | Drain Crossing Permits, Review (Commercial) | \$490.00 | \$495.00 | \$200 |
| 29 | Drain Comm. | Soil Erosion Permit - Commercial-12 mo. Duration - 1/2 acre or less | \$600.00 | \$605.00 | \$0 |
| 31 | Drain Comm. | Soil Erosion Permit - Commercial -9 mo. Duration - 1/2 acre or less (3) | \$525.00 | \$530.00 | \$0 |
| 32 | Drain Comm. | Soil Erosion (9 mo.) - Commercial- each add'l acre (3) | \$52.00 | \$53.00 | \$0 |
| 35 | Drain Comm. | Soil Erosion Permit Transfer | \$95.00 | \$96.00 | \$0 |
| 38 | Drain Comm. | Escrow account - 1/2 to 1 acre | \$1,685.00 | \$1,700.00 | \$150 |
| 39 | Drain Comm. | Escrow account - 1 to 5 acres | \$3,375.00 | \$3,400.00 | \$375 |
| 40 | Drain Comm. | Escrow account - 5 to 10 acres | \$5,600.00 | \$5,625.00 | \$125 |
| 41 | Drain Comm. | Escrow account - each add'l 10 acres | \$2,800.00 | \$2,825.00 | \$125 |
| 46 | Drain Comm. | Commercial Minor Disturbance Soil Erosion - Permit/Review/Inspection | \$320.00 | \$325.00 | \$75 |
| 47 | Drain Comm. | Residential Minor Disturbance Soil Erosion - Permit/Review/Inspection | \$46.00 | \$47.00 | \$10 |
| 63 | Equalization | 22" x 34" | \$50.00 | \$51.00 | \$5 |
| 66 | Equalization | Custom Maps | \$71.00 | \$72.00 | \$50 |
| 68 | Parks | Administrative -Returned Check Fee | \$30.00 | \$32.00 | \$0 |
| 69 | Parks | Cancellation Fee (for all park reservations) | \$20.00 | \$21.00 | \$21 |
| 76 | Parks | Winter Sports Building (100 Person Capacity) **** | \$90.00 | \$95.00 | \$0 |
| 88 | Parks | Lake Lansing - North - 1/2 of Main | \$100.00 | \$105.00 | \$55 |
| 89 | Parks | Hawk Island Peregrine | \$125.00 | \$130.00 | \$345 |
| 90 | Parks | Burchfield 1/2 of North Bluff | \$100.00 | \$105.00 | \$70 |
| 91 | Parks | Burchfield 1/2 of Woodsong | \$100.00 | \$105.00 | \$90 |
| 93 | Parks | Lake Lansing - South - 1/2 of Main | \$100.00 | \$105.00 | \$235 |
| 95 | Parks | Lake Lansing - North - Main | \$175.00 | \$180.00 | \$105 |
| 96 | Parks | Burchfield - North Bluff | \$175.00 | \$180.00 | \$100 |
| 97 | Parks | Burchfield - Woodsong | \$175.00 | \$180.00 | \$75 |
| 99 | Parks | Lake Lansing - South - Main | \$175.00 | \$180.00 | \$225 |
| 100 | Parks | Burchfield - Overlook | \$175.00 | \$180.00 | \$150 |
| 102 | Parks | Hawk Island - Red Tail | \$250.00 | \$255.00 | \$450 |
| 108 | Parks | Lake Lansing Wedding Gazebo | \$250.00 | \$255.00 | \$0 |
| 113 | Parks | Canoe/Kayak Trips - McNamara | \$15.00 | \$16.00 | \$146 |
| 114 | Parks | Canoe/Kayak Trips - Bunker Rd | \$22.00 | \$23.00 | \$64 |
| 115 | Parks | Canoe/Kayak Trips - Eaton Rapids | \$28.00 | \$29.00 | \$15 |
| 133 | Parks | Resident Monday-Friday 9am-4pm | \$90.00 | \$95.00 | \$0 |
| 134 | Parks | Non-Resident Monday-Friday 9am-4pm | \$100.00 | \$105.00 | \$585 |
| 135 | Parks | Resident Mon-Fri 7:30am-5:30pm | \$120.00 | \$125.00 | \$65 |
| 136 | Parks | Non-Resident Mon-Fri 7:30am-5:30pm | \$130.00 | \$135.00 | \$0 |
| 144 | Parks | Student (college ID) | \$15.00 | \$20.00 | \$500 |
| 145 | Parks | Senior (+60) | \$15.00 | \$20.00 | \$500 |
| 146 | Parks | Veteran | \$15.00 | \$20.00 | \$375 |
| 147 | Parks | Owner of Service Animal | \$15.00 | \$20.00 | \$50 |
| 161 | Parks | Moonwalk | \$275.00 | \$280.00 | \$15 |
| 162 | Parks | Dunk Tank | \$225.00 | \$230.00 | \$5 |
| 163 | Parks | Giant Slide | \$400.00 | \$410.00 | \$10 |
| 165 | Parks | Nature Program/Walk pp NEW | \$0.00 | 5.00 | \$50 |
| 166 | Parks | Passport Pictures NEW | \$0.00 | 15.00 | \$8,250 |
| 167 | Parks | Snow shoe rental NEW | \$0.00 | 5.00 | \$125 |
| 168 | Parks | Band Shell Rental NEW | \$0.00 | 100.00 | \$600 |

| | Location of Service | Fee Description | 2016 Fee | Controller/ Department Recommend. | Additional Revenue |
|-----|---------------------|---|----------|-----------------------------------|--------------------|
| 170 | Parks | PA, Chairs or Music Stands per item NEW | \$0.00 | 50.00 | \$100 |
| 178 | Zoo | Resident Adult (April - October) | \$4.00 | \$6.00 | \$0 |
| 179 | Zoo | Non-Resident Adult (April - October) | \$10.00 | \$11.00 | \$0 |
| 180 | Zoo | Resident Senior (April - October) | \$3.00 | \$5.00 | \$0 |
| 181 | Zoo | Non-Resident Senior (April - October) | \$8.00 | \$10.00 | \$0 |
| 182 | Zoo | Children (age 3-12) (April - October) | \$3.00 | \$4.00 | \$0 |
| 189 | Zoo | Potter Park Penguin Cove | \$79.00 | \$100.00 | \$735 |
| 191 | Zoo | Potter Park Eagle Landing | \$105.00 | \$125.00 | \$740 |
| 193 | Zoo | Potter Park - Tiger Den | \$180.00 | \$200.00 | \$200 |
| | | | | TOTAL | \$16,521 |

2017 County Fees Analysis
Human Services Committee

ATTACHMENT A

FEES PROPOSED TO CHANGE ARE IN BOLD

| Location of Service | Fee Description | 2016 Cost | 2017 Cost Increase Factor | 2017 Cost | Target Percent | 2016 Fee | 2017 Calc. Fee | 2017 Initial Prop. Fee | Units | Controller/ Department Recommend. | Additional Revenue |
|---------------------|---|-----------|---------------------------|------------|----------------|--------------|----------------|------------------------|-------|-----------------------------------|--------------------|
| 1 Comm. Health | GC Prob Tech | \$21.15 | 0.3% | \$21.22 | 100% | COST | 21.22 | COST | 1,000 | COST | \$0 |
| 2 Comm. Health | Conting Ed. Fee Diseased Control/Imm. | \$15.28 | 0.3% | \$15.32 | 100% | \$15.00 | 15.32 | \$15.00 | 75 | \$15.00 | \$0 |
| 3 Comm. Health | INS Vaccination Verif Form I-693 | \$38.19 | 0.3% | \$38.31 | 100% | \$38.00 | 38.31 | \$38.00 | 400 | \$38.00 | \$0 |
| 4 Comm. Health | Immuniz Record Copying Fee | \$4.58 | 0.3% | \$4.60 | 100% | \$4.00 | 4.60 | \$4.00 | 800 | \$4.00 | \$0 |
| 5 Comm. Health | MIHP Tran. Bus/Van | \$35.60 | 0.3% | \$35.70 | 100% | \$35.60 | 35.70 | \$35.00 | 400 | \$35.60 | \$0 |
| 6 Comm. Health | MIHP - Trans Taxi | \$32.56 | 0.3% | \$32.65 | 100% | \$32.56 | 32.65 | \$32.00 | 70 | \$32.56 | \$0 |
| 7 Comm. Health | MIHP Trans. Volunteer | \$0.35 | 0.3% | \$0.35 | 100% | \$0.35 | 0.35 | \$0.35 | | \$0.35 | \$0 |
| 8 Comm. Health | Compreh Envir Investigation | \$305.55 | 0.3% | \$306.47 | 100% | \$300.00 | 306.47 | \$305.00 | 11 | \$305.00 | \$55 |
| 9 Comm. Health | Assessment of Home | \$129.86 | 0.3% | \$130.25 | 100% | \$125.00 | 130.25 | \$130.00 | 5 | \$130.00 | \$25 |
| 10 Imm. Clinic | Internat'l Travel Consult | \$62.92 | 0.3% | \$63.10 | 100% | \$62.00 | 63.10 | \$63.00 | 500 | \$63.00 | \$500 |
| 11 Imm. Clinic | Influenza - Mass Vacc. Clinic | \$30.66 | 0.3% | \$30.76 | 75% | market price | 23.07 | market price | 4,000 | market price | \$0 |
| 12 Med Examiner | Cremation Permits | \$27.69 | 0.3% | \$27.77 | 100% | \$27.00 | 27.77 | \$27.00 | 1,300 | \$27.00 | \$0 |
| 13 Med Examiner | Autopsy Report Copies (family) | \$18.46 | 0.3% | \$18.51 | 100% | \$0.00 | 18.51 | \$0.00 | 5 | \$0.00 | \$0 |
| 14 Med Examiner | Autopsy Report Copies (others) | \$46.14 | 0.3% | \$46.28 | 100% | \$25.00 | 46.28 | \$25.00 | 5 | \$25.00 | \$125 |
| 15 OYC | Consultation Request (per hr.) | \$73.72 | 0.3% | \$73.94 | 100% | \$73.00 | 73.94 | \$73.00 | 10 | \$73.00 | \$730 |
| 16 OYC | Agency Training Request- Base, 1.5 hr. | \$221.17 | 0.3% | \$221.84 | 100% | \$215.00 | 221.84 | \$220.00 | 9 | \$220.00 | \$45 |
| 17 OYC | Agency Training Request- Base, 2.5 hr. | \$368.61 | 0.3% | \$369.72 | 100% | \$355.00 | 369.72 | \$360.00 | 11 | \$360.00 | \$55 |
| 18 OYC | Agency Training Request- Base, 3.0 hr. | \$418.08 | 0.3% | \$419.33 | 100% | \$432.00 | 419.33 | \$432.00 | 10 | \$432.00 | \$0 |
| 19 OYC | Agency Training Request- Base, 5.0 hr. | \$696.78 | 0.3% | \$698.87 | 100% | \$688.00 | 698.87 | \$690.00 | 8 | \$690.00 | \$16 |
| 20 OYC | Agency Train. Request- Base, 1.5 hr, each add. | \$14.74 | 0.3% | \$14.79 | 100% | \$16.00 | 14.79 | \$16.00 | 0 | \$16.00 | \$0 |
| 21 OYC | Agency Train. Request- Base, 2.5 hr, each add. | \$22.12 | 0.3% | \$22.18 | 100% | \$23.00 | 22.18 | \$23.00 | 0 | \$23.00 | \$0 |
| 22 OYC | OYC-Advertised Train.- 1-2 hr./per person (min. 15 attending) | \$29.49 | 0.3% | \$29.58 | 100% | \$28.00 | 29.58 | \$29.00 | 100 | \$29.00 | \$100 |
| 23 OYC | OYC-Advertised Train.- 2.5-4.5 hr./per person (min. 15 attending) | \$36.86 | 0.3% | \$36.97 | 100% | \$36.00 | 36.97 | \$36.00 | 700 | \$36.00 | \$0 |
| 24 OYC | OYC-Advertised Train.- 5-7 hrs./per person (min. 15 attending). | \$73.72 | 0.3% | \$73.94 | 100% | \$71.00 | 73.94 | \$72.00 | 100 | \$72.00 | \$100 |
| 25 OYC | OYC - Advanced Training - 8-10 hrs./per person | \$104.45 | 0.3% | \$104.76 | 100% | \$110.00 | 104.76 | \$110.00 | 50 | \$110.00 | \$0 |
| 26 OYC | OYC - Required Training - > 10 hrs./per person | \$190.84 | 0.3% | \$191.41 | 100% | \$138.00 | 191.41 | \$145.00 | 100 | \$140.00 | \$200 |
| 27 OYC | OYC-Agency Request Head Start CPR & 1st Aide | \$70.00 | 0.3% | \$70.21 | 100% | \$70.00 | 70.21 | \$70.00 | 150 | \$70.00 | \$0 |
| 28 Env. Health | FOOD SERVICE SANITATION PROGRAM | | | | | | | | | | |
| 29 Env. Health | Food Service Establishment License Fee | | | | | | | | | | |
| 30 Env. Health | Category 1 (see definition below) - License Fee * | \$585 | 0.3% | \$586.76 | 80% | \$470.00 | 469.40 | \$470.00 | 360 | \$470.00 | \$0 |
| 31 Env. Health | Category 1 (see definition below) - Full Plan Review | \$1,214 | 0.3% | \$1,217.64 | 80% | \$970.00 | 974.11 | \$970.00 | 6 | \$970.00 | \$0 |
| 32 Env. Health | Category 1 (see definition below) - New Owner/Eval | \$645 | 0.3% | \$646.43 | 80% | \$515.00 | 517.15 | \$515.00 | 26 | \$515.00 | \$0 |
| 33 Env. Health | Category 1 (see definition below) - New Owner w/minimal plan review | \$774 | 0.3% | \$776.32 | 80% | \$620.00 | 621.06 | \$620.00 | 2 | \$620.00 | \$0 |
| 34 Env. Health | Category 2 (see definition below) - License Fee * | \$808 | 0.3% | \$810.42 | 80% | \$645.00 | 648.34 | \$645.00 | 407 | \$645.00 | \$0 |
| 35 Env. Health | Category 2 (see definition below) - Full Plan Review | \$1,689 | 0.3% | \$1,694.07 | 80% | \$1,350.00 | 1,355.25 | \$1,350.00 | 25 | \$1,350.00 | \$0 |
| 36 Env. Health | Category 2 (see definition below) - New Owner/Eval | \$905 | 0.3% | \$907.72 | 80% | \$725.00 | 726.17 | \$725.00 | 26 | \$725.00 | \$0 |
| 37 Env. Health | Category 2 (see definition below) - New Owner w/minimal plan review | \$950 | 0.3% | \$952.85 | 80% | \$760.00 | 762.28 | \$760.00 | 12 | \$760.00 | \$0 |

| Location of Service | Fee Description | 2016 Cost | 2017 Cost Increase Factor | 2017 Cost | Target Percent | 2016 Fee | 2017 Calc. Fee | 2017 Initial Prop. Fee | Units | Controller/ Department Recommend. | Additional Revenue |
|---------------------|--|-----------|---------------------------|------------|----------------|------------|----------------|------------------------|-------|-----------------------------------|--------------------|
| 38 Env. Health | Category 3 (see definition below) - License Fee * | \$1,145 | 0.3% | \$1,148.44 | 80% | \$915.00 | 918.75 | \$915.00 | 172 | \$915.00 | \$0 |
| 39 Env. Health | Category 3 (see definition below) - Full Plan Review | \$2,429 | 0.3% | \$2,436.29 | 80% | \$1,945.00 | 1,949.03 | \$1,945.00 | 26 | \$1,945.00 | \$0 |
| 40 Env. Health | Category 3 (see definition below) - New Owner/Eval | \$1,320 | 0.3% | \$1,323.96 | 80% | \$1,055.00 | 1,059.17 | \$1,055.00 | 14 | \$1,055.00 | \$0 |
| 41 Env. Health | Category 3 (see definition below) - New Owner w/minimal plan review | \$1,462 | 0.3% | \$1,466.39 | 80% | \$1,170.00 | 1,173.11 | \$1,170.00 | 2 | \$1,170.00 | \$0 |
| 42 Env. Health | Mobile - License Fee * | \$453 | 0.3% | \$454.36 | 80% | \$360.00 | 363.49 | \$360.00 | 1 | \$360.00 | \$0 |
| 43 Env. Health | Mobile - Full Plan Review | \$621 | 0.3% | \$622.86 | 80% | \$495.00 | 498.29 | \$495.00 | 1 | \$495.00 | \$0 |
| 44 Env. Health | Mobile - New Owner/Eval. | \$516 | 0.3% | \$517.55 | 80% | \$415.00 | 414.04 | \$415.00 | 1 | \$415.00 | \$0 |
| 45 Env. Health | STFU - License Fee * (state mandated fee) | \$453 | 0.3% | \$454.36 | 34% | \$152.00 | 152.46 | \$152.00 | 152 | \$152.00 | \$0 |
| 46 Env. Health | STFU - Full Plan Review | \$621 | 0.3% | \$622.86 | 80% | \$495.00 | 498.29 | \$495.00 | 25 | \$495.00 | \$0 |
| 47 Env. Health | STFU - New Owner/Eval | \$557 | 0.3% | \$558.67 | 80% | \$445.00 | 446.94 | \$445.00 | 1 | \$445.00 | \$0 |
| 48 Env. Health | Temporary Food License | \$373 | 0.3% | \$374.12 | 50% | \$195.00 | 187.06 | \$195.00 | 111 | \$195.00 | \$0 |
| 49 Env. Health | Seasonal Facilities - License Fee * | \$550 | 0.3% | \$551.70 | 50% | \$275.00 | 275.85 | \$275.00 | 43 | \$275.00 | \$0 |
| 50 | Other Food Service Fees | | | | | | | | | | |
| 51 Env. Health | Late Fee for Food License effective 1st day after April 30th | \$135.00 | 0.3% | \$135.41 | 100% | \$135.00 | 135.41 | \$135.00 | 0 | \$135.00 | \$0 |
| 52 Env. Health | Late Fee for Temporary Food License application less than 5 days prior to event (in addition to the \$195 license) | \$195.00 | 0.3% | \$195.59 | 100% | \$195.00 | 195.59 | \$195.00 | 0 | \$195.00 | \$0 |
| 53 Env. Health | Inspection fee for STFU | \$382 | 0.3% | \$383.15 | 24% | \$90.00 | 90.27 | \$90.00 | 92 | \$90.00 | \$0 |
| 54 Env. Health | Vending License | \$493 | 0.3% | \$494.48 | 20% | \$100.00 | 100.30 | \$100.00 | 80 | \$100.00 | \$0 |
| 55 Env. Health | Construction/Remodeling that begins without approved plans (**) | \$986 | 0.3% | \$988.96 | 80% | \$790.00 | 791.17 | \$790.00 | 2 | \$790.00 | \$0 |
| 56 Env. Health | Food Service plan review re-evaluation or re-submission | \$500.00 | 0.3% | \$501.50 | 100% | \$500.00 | 501.50 | \$500.00 | 1 | \$500.00 | \$0 |
| 57 | Enforcement Food Service Program Fees | | | | | | | | | | |
| 58 Env. Health | Informal Hearing Fee (**) | \$1,126 | 0.3% | \$1,129.38 | 100% | \$1,126.00 | 1,129.38 | \$1,126.00 | | \$1,126.00 | \$0 |
| 59 Env. Health | Formal Hearing Fee (**) | \$1,126 | 0.3% | \$1,129.38 | 100% | \$1,126.00 | 1,129.38 | \$1,126.00 | | \$1,126.00 | \$0 |
| 60 Env. Health | Follow Up inspection to assess compliance for critical violations (**) | \$524 | 0.3% | \$525.57 | 100% | \$524.00 | 525.57 | \$524.00 | | \$524.00 | \$0 |
| 61 Env. Health | Fee for new owner operating without new license(**) | \$810 | 0.3% | \$812.43 | 80% | \$650.00 | 649.94 | \$650.00 | 3 | \$650.00 | \$0 |
| 62 Env. Health | WATER SUPPLY WELL & ON-SITE SEPTIC DISPOSAL | | | | | | | | | | |
| 63 Env. Health | Well - permit to construct or alter a private residential , type II, or type III well | \$428 | 0.3% | \$428.95 | 90% | \$385.00 | 386.05 | \$385.00 | 98 | \$385.00 | \$0 |
| 64 Env. Health | Septic - new or repair permit for residential or commercial | \$948 | 0.3% | \$950.84 | 90% | \$850.00 | 855.76 | \$850.00 | 115 | \$850.00 | \$0 |
| 65 Env. Health | Combined - well & septic | \$1,166 | 0.3% | \$1,169.50 | 90% | \$1,050.00 | 1,052.55 | \$1,050.00 | 60 | \$1,050.00 | \$0 |
| 66 Env. Health | Septic - new/repair septic tank only | \$391 | 0.3% | \$392.17 | 90% | \$350.00 | 352.96 | \$350.00 | 25 | \$350.00 | \$0 |
| 67 Env. Health | Well - Sanitary survey, public non community Type II - transient well | \$475 | 0.3% | \$476.43 | 90% | \$430.00 | 428.78 | \$430.00 | 14 | \$430.00 | \$0 |
| 68 Env. Health | Well - Sanitary survey, public non community Type II non - transient Well | \$550 | 0.3% | \$551.65 | 90% | \$495.00 | 496.49 | \$495.00 | 5 | \$495.00 | \$0 |
| 69 Env. Health | Septic Evaluation - application for residential or commercial lot & soil evaluation | \$430 | 0.3% | \$431.29 | 90% | \$390.00 | 388.16 | \$390.00 | 25 | \$390.00 | \$0 |
| 70 Env. Health | Septic Evaluation - plan review for engineered system | \$346 | 0.3% | \$347.04 | 90% | \$311.00 | 312.33 | \$311.00 | 61 | \$311.00 | \$0 |

| Location of Service | Fee Description | 2016 Cost | 2017 Cost Increase Factor | 2017 Cost | Target Percent | 2016 Fee | 2017 Calc. Fee | 2017 Initial Prop. Fee | Units | Controller/ Department Recommend. | Additional Revenue |
|---------------------|--|-----------|---------------------------|-----------|----------------|----------|----------------|------------------------|-------|-----------------------------------|--------------------|
| 71 | BODY ART FACILITY PROGRAM | | | | | | | | | | |
| 72 | Env. Health License renewal | \$414 | 0.3% | \$415.24 | 80% | \$330.00 | 332.19 | \$330.00 | 15 | \$330.00 | \$0 |
| 73 | Env. Health Full plan review | \$538 | 0.3% | \$539.61 | 80% | \$430.00 | 431.69 | \$430.00 | 4 | \$430.00 | \$0 |
| 74 | CAMPGROUND INSPECTIONS | | | | | | | | | | |
| 75 | Env. Health Permanent Campground | \$417 | 0.3% | \$418.25 | 100% | \$415.00 | 418.25 | \$415.00 | 9 | \$415.00 | \$0 |
| 76 | Env. Health Temporary Campground | \$188 | 0.3% | \$188.56 | 100% | \$185.00 | 188.56 | \$185.00 | 2 | \$185.00 | \$0 |
| 77 | MORTGAGE CERTIFICATION INSPECTIONS (POINT OF SALE) | | | | | | | | | | |
| 78 | Env. Health Point of Sale - Application/Administrative processing fee | \$293 | 0.3% | \$293.88 | 85% | \$250.00 | 249.80 | \$250.00 | 510 | \$250.00 | \$0 |
| 79 | Env. Health Point of Sale - On-site evaluation of well & septic | \$594 | 0.3% | \$595.78 | 75% | \$450.00 | 446.84 | \$450.00 | 16 | \$450.00 | \$0 |
| 80 | Env. Health Point of Sale - Waste treatment evaluation | \$350 | 0.3% | \$351.05 | 100% | \$350.00 | 351.05 | \$350.00 | 2 | \$350.00 | \$0 |
| 81 | Env. Health Point of Sale - Well evaluation | \$250 | 0.3% | \$250.75 | 100% | \$250.00 | 250.75 | \$250.00 | 6 | \$250.00 | \$0 |
| 82 | Env. Health Point of Sale - inspector annual renewal fee | \$200 | 0.3% | \$200.60 | 100% | \$200.00 | 200.60 | \$200.00 | 17 | \$200.00 | \$0 |
| 83 | CHILD CARE & FOSTER CARE INSPECTIONS | | | | | | | | | | |
| 84 | Env. Health Full inspection, water system, sewage disposal, building and grounds | \$284 | 0.3% | \$284.85 | 100% | \$280.00 | 284.85 | \$280.00 | 82 | \$280.00 | \$0 |
| 85 | POOLS | | | | | | | | | | |
| 86 | Env. Health Pool Inspection | \$176 | 0.3% | \$176.53 | 100% | \$175.00 | 176.53 | \$175.00 | 175 | \$175.00 | \$0 |
| 87 | Env. Health Additional pool at the same location | \$122.38 | 0.3% | \$122.74 | 100% | \$100.00 | 122.74 | \$110.00 | 0 | \$100.00 | \$0 |
| 88 | Env. Health Re-inspection fee after violation | \$122.38 | 0.3% | \$122.74 | 100% | \$200.00 | 122.74 | \$200.00 | 0 | \$200.00 | \$0 |
| 89 | TOBACCO & E-CIGARETTE | | | | | | | | | | |
| 90 | Env. Health Tobacco & E- cigarette sales license - East Lansing | \$374 | 0.3% | \$375.12 | 78% | \$290.00 | 290.87 | \$290.00 | 27 | \$290.00 | \$0 |
| 91 | Env. Health Tobacco & E- cigarette sales license - Not East Lansing | \$374 | 0.3% | \$375.12 | 90% | \$335.00 | 337.61 | \$335.00 | 239 | \$335.00 | \$0 |
| 92 | Env. Health Tobacco & E- cigarette Change of Ownership Fee - East Lansing | \$135.70 | 0.3% | \$136.10 | 100% | \$130.00 | 136.10 | \$135.00 | 5 | \$130.00 | \$0 |
| 93 | Env. Health Tobacco & E- cigarette Change of Ownership Fee - Not East Lansing | \$157.41 | 0.3% | \$157.88 | 100% | \$150.00 | 157.88 | \$155.00 | 9 | \$150.00 | \$0 |
| 94 | Env. Health Tobacco & E- cigarette sales license vending machine | \$341.08 | 0.3% | \$342.10 | 100% | \$335.00 | 342.10 | \$340.00 | 1 | \$335.00 | \$0 |
| 95 | Env. Health Temporary Tobacco License - Sampling Permit | \$136.43 | 0.3% | \$136.84 | 100% | \$130.00 | 136.84 | \$135.00 | 0 | \$130.00 | \$0 |
| 96 | Env. Health Late Fee and/or failure to report change of ownership (**) | \$195.41 | 0.3% | \$195.99 | 100% | \$200.00 | 195.99 | \$200.00 | 0 | \$200.00 | \$0 |
| 97 | POLLUTION PREVENTION PROGRAM (P2) | | | | | | | | | | |
| 98 | Env. Health Category 1: 56 - 499 Gallons (450 - 4,499 pounds) - Reporting Fee | \$149.30 | 0.3% | \$149.75 | 50% | \$70.00 | 74.87 | \$70.00 | 131 | \$70.00 | \$0 |
| 99 | Env. Health Category 1: 56 - 499 Gallons (450 - 4,499 pounds) - Inspection Fee | \$298.61 | 0.3% | \$299.51 | 50% | \$145.00 | 149.75 | \$145.00 | 90 | \$145.00 | \$0 |
| 100 | Env. Health Category 2: 500 - 4,999 Gallons (4,500 - 44,499 pounds) - Reporting Fee | \$298.61 | 0.3% | \$299.51 | 50% | \$145.00 | 149.75 | \$145.00 | 213 | \$145.00 | \$0 |
| 101 | Env. Health Category 2: 500 - 4,999 Gallons (4,500 - 44,499 pounds) - Inspection Fee | \$477.76 | 0.3% | \$479.20 | 50% | \$235.00 | 239.60 | \$235.00 | 81 | \$235.00 | \$0 |
| 102 | Env. Health Category 3: 5,000 or more Gallons (more than 45,000 pounds) - Reporting Fee | \$447.90 | 0.3% | \$449.25 | 50% | \$220.00 | 224.62 | \$220.00 | 107 | \$220.00 | \$0 |
| 103 | Env. Health Category 3: 5,000 or more Gallons (more than 45,000 pounds) - Inspection Fee | \$716.66 | 0.3% | \$718.81 | 50% | \$350.00 | 359.40 | \$350.00 | 21 | \$350.00 | \$0 |

| | Location of Service | Fee Description | 2016 Cost | 2017 Cost Increase Factor | 2017 Cost | Target Percent | 2016 Fee | 2017 Calc. Fee | 2017 Initial Prop. Fee | Units | Controller/ Department Recommend. | Additional Revenue |
|-----|---------------------|---|-----------|---------------------------|-----------|----------------|----------|----------------|------------------------|-------|-----------------------------------|--------------------|
| 104 | Env. Health | Use hourly rate for Plan Review & Consultation | | | | | | | | | | |
| 105 | | MISC FEES | | | | | | | | | | |
| 106 | Env. Health | Hourly rate for services not specified in the fee schedule | \$100.00 | 0.3% | \$100.30 | 100% | \$100.00 | 100.30 | \$100.00 | 0 | \$100.00 | \$0 |
| 107 | Env. Health | Late fee for all licenses not specified above, effective 30 days after due date | \$130.00 | 0.3% | \$130.39 | 100% | \$130.00 | 130.39 | \$130.00 | 0 | \$130.00 | \$0 |
| 108 | Env. Health | Sanitary Code appeal fee | \$130.00 | 0.3% | \$130.39 | 100% | \$130.00 | 130.39 | \$130.00 | 0 | \$130.00 | \$0 |
| 109 | Env. Health | Returned check fee | \$30.00 | 0.3% | \$30.09 | 100% | \$30.00 | 30.09 | \$30.00 | 0 | \$30.00 | \$0 |

| Food Service Establishment License Fee | |
|--|--|
| Category 1 | Serving only. Take out pizza only, Religious Organizations, concessions, coffee shop, donuts, ice cream, school kitchens (K-12), Fraternal/Civic organizations, Bar with limited or no PHF |
| Category 2 | Full service with alcohol (Fast food, pizza with additional menu, catering operations) |
| Category 3 | Full service with alcohol (Larger, more complicated menus, fine dining), Institutional (large campus cafeterias), Hospital, Large Hotels |

* Includes State of Michigan fee of \$29 for fixed food licenses and \$8 for temporary licenses

** Administrative Fee

2017 County Fees Analysis
Human Services Committee

ATTACHMENT B

| Location of Service | Fee Description | 2016 Fee | Controller/ Department Recommend. | Additional Revenue |
|---------------------|---|----------|-----------------------------------|--------------------|
| Comm. Health | Compreh Envir Investigation | \$300.00 | \$305.00 | \$55 |
| Comm. Health | Assessment of Home | \$125.00 | \$130.00 | \$25 |
| Imm. Clinic | Internat'l Travel Consult | \$62.00 | \$63.00 | \$500 |
| OYC | Agency Training Request- Base, 1.5 hr. | \$215.00 | \$220.00 | \$45 |
| OYC | Agency Training Request- Base, 2.5 hr. | \$355.00 | \$360.00 | \$55 |
| OYC | Agency Training Request- Base, 5.0 hr. | \$688.00 | \$690.00 | \$16 |
| OYC | OYC-Advertised Train.- 1-2 hr./per person (min. 15 attending) | \$28.00 | \$29.00 | \$100 |
| OYC | OYC-Advertised Train.- 5-7 hrs./per person (min. 15 attending). | \$71.00 | \$72.00 | \$100 |
| OYC | OYC - Required Training - > 10 hrs./per person | \$138.00 | \$140.00 | \$200 |
| Total | | | | \$1,951 |

| Location of Service | Fee Description | 2016 Cost | 2017 Cost Increase Factor | 2017 Cost | Target Percent | 2016 Fee | 2017 Calc. Fee | 2017 Initial Prop. Fee | Units | Controller/Department Recommend | Additional Revenue | |
|---------------------|-----------------|------------------------------|---------------------------|------------|----------------|------------------|----------------|------------------------|--------|---------------------------------|--------------------|--|
| 1 | Animal Control | Enforcement/Dog License Fees | | | | | | | | | | |
| 2 | Animal Control | \$60.79 | 0.3% | \$60.97 | 25.0% | \$14.00 | \$15.24 | \$15.00 | 15,000 | \$14.00 | \$0 | |
| 3 | Animal Control | \$196.08 | 0.3% | \$196.66 | 25.0% | \$46.00 | \$49.17 | \$47.00 | 2,500 | \$46.00 | \$0 | |
| 4 | Animal Control | \$138.65 | 0.3% | \$139.06 | 25.0% | \$34.00 | \$34.77 | \$34.00 | 3,000 | \$34.00 | \$0 | |
| 5 | Animal Control | \$191.97 | 0.3% | \$192.54 | 75.0% | \$70.00 | \$144.41 | \$71.00 | 4,000 | \$70.00 | \$0 | |
| 6 | Animal Control | \$383.93 | 0.3% | \$385.08 | 75.0% | \$140.00 | \$288.81 | \$145.00 | 500 | \$140.00 | \$0 | |
| 7 | Animal Control | \$462.16 | 0.3% | \$463.55 | 75.0% | \$155.00 | \$347.66 | \$160.00 | 250 | \$155.00 | \$0 | |
| 8 | Animal Control | \$93.85 | 0.3% | \$94.13 | 100.0% | \$75.00 | \$94.13 | \$76.00 | 300 | \$76.00 | \$300 | |
| 9 | Animal Control | \$46.22 | 0.3% | \$46.35 | 75.0% | \$33.00 | \$34.77 | \$34.00 | 1,900 | \$34.00 | \$1,900 | |
| 10 | Animal Control | Adoption Fee | | | | | | | | | | |
| 11 | Animal Control | \$99.04 | 0.3% | \$99.34 | 75.0% | \$73.00 | \$74.50 | \$74.00 | 550 | \$74.00 | \$550 | |
| 12 | Animal Control | \$25.60 | 0.3% | \$25.67 | 75.0% | \$19.00 | \$19.25 | \$19.00 | 100 | \$19.00 | \$0 | |
| 13 | Animal Control | \$148.56 | 0.3% | \$149.00 | 75.0% | \$110.00 | \$111.75 | \$110.00 | 190 | \$110.00 | \$0 | |
| 14 | Animal Control | \$85.32 | 0.3% | \$85.57 | 75.0% | \$63.00 | \$64.18 | \$64.00 | 450 | \$64.00 | \$450 | |
| 15 | Animal Control | \$34.13 | 0.3% | \$34.23 | 75.0% | \$25.00 | \$25.67 | \$25.00 | 50 | \$25.00 | \$0 | |
| 16 | Animal Control | Animal Redemption | | | | | | | | | | |
| 17 | Animal Control | \$42.66 | 0.3% | \$42.79 | 50.0% | \$25.00 | \$21.39 | \$25.00 | 350 | \$25.00 | \$0 | |
| 18 | Animal Control | \$51.19 | 0.3% | \$51.34 | 100.0% | \$50.00 | \$51.34 | \$51.00 | 50 | \$51.00 | \$50 | |
| 19 | Animal Control | \$98.04 | 0.3% | \$98.33 | 100.0% | \$100.00 | \$98.33 | \$100.00 | 20 | \$100.00 | \$0 | |
| 20 | Animal Control | \$153.57 | 0.3% | \$154.03 | 100.0% | \$150.00 | \$154.03 | \$150.00 | 3 | \$150.00 | \$0 | |
| 21 | Animal Control | \$182.49 | 0.3% | \$183.04 | 100.0% | \$125.00 | \$183.04 | \$130.00 | 50 | \$130.00 | \$250 | |
| 22 | Animal Control | \$156.42 | 0.3% | \$156.89 | 100.0% | \$155.00 | \$156.89 | \$155.00 | 10 | \$155.00 | \$0 | |
| 23 | Animal Control | \$182.49 | 0.3% | \$183.04 | 100.0% | \$180.00 | \$183.04 | \$180.00 | 10 | \$180.00 | \$0 | |
| 24 | Animal Control | \$46.22 | 0.3% | \$46.35 | 100.0% | \$45.00 | \$46.35 | \$46.00 | 1,100 | \$46.00 | \$1,100 | |
| 25 | Animal Control | \$46.22 | 0.3% | \$46.35 | 100.0% | \$46.00 | \$46.35 | \$46.00 | 40 | \$46.00 | \$0 | |
| 26 | Animal Control | \$46.22 | 0.3% | \$46.35 | 100.0% | \$50.00 | \$46.35 | \$50.00 | 20 | \$50.00 | \$0 | |
| 27 | Animal Control | \$46.22 | 0.3% | \$46.35 | 100.0% | \$46.00 | \$46.35 | \$46.00 | 40 | \$46.00 | \$0 | |
| 28 | Animal Control | \$20.86 | 0.3% | \$20.92 | 100.0% | \$20.00 | \$20.92 | \$20.00 | 350 | \$20.00 | \$0 | |
| 29 | Animal Control | \$19.70 | 0.3% | \$19.76 | 100.0% | \$19.00 | \$19.76 | \$19.00 | 490 | \$19.00 | \$0 | |
| 30 | Animal Control | \$81.42 | 0.3% | \$81.66 | 100.0% | \$80.00 | \$81.66 | \$81.00 | 212 | \$81.00 | \$212 | |
| 31 | Pros Atty | \$71.23 | 0.3% | \$71.44 | 50.0% | \$35.00 | \$35.72 | \$35.00 | 450 | \$35.00 | \$0 | |
| 32 | Pros Atty | \$930.63 | 0.3% | \$933.43 | 50.0% | \$450.00 | \$466.71 | \$455.00 | 488 | \$455.00 | \$2,440 | |
| 33 | Pros Atty | \$1,675.14 | 0.3% | \$1,680.17 | 50.0% | \$800.00 | \$840.08 | \$805.00 | 112 | \$805.00 | \$560 | |
| 34 | Pros Atty | \$147.23 | 0.3% | \$147.68 | 75.0% | \$110.00 | \$110.76 | \$110.00 | 600 | \$110.00 | \$0 | |
| 35 | Pros Atty | \$2,356.04 | 0.3% | \$2,363.11 | 10.0% | \$230.00 | \$236.31 | \$235.00 | 11 | \$235.00 | \$55 | |
| 36 | Jail | \$54.52 | 0.3% | \$54.68 | 100.0% | \$53.66 | \$54.68 | \$54.00 | 22,448 | \$54.00 | \$7,632 | |
| 37 | Sheriff | \$5.11 | 0.3% | \$5.12 | 100.0% | \$5.00 | \$5.12 | \$5.00 | 2,384 | \$5.00 | \$0 | |
| 38 | Sheriff | \$252.11 | 0.3% | \$252.87 | 100.0% | Varies by arrest | \$252.87 | varies by arrest | 329 | varies by arrest | \$0 | |
| 39 | Sheriff | \$15.99 | 0.3% | \$16.04 | 100.0% | \$16.04 | \$16.04 | \$16.00 | 621 | \$16.00 | \$0 | |
| 40 | Sheriff | \$10.04 | 0.3% | \$10.07 | 100.0% | \$10.00 | \$10.07 | \$10.00 | 1,354 | \$10.00 | \$0 | |
| 41 | Sheriff | \$64.82 | 0.3% | \$65.01 | 100.0% | \$64.82 | \$65.01 | \$65.01 | 0 | \$65.01 | \$0 | |
| 42 | Sheriff | \$58.14 | 0.3% | \$58.31 | 100.0% | \$58.14 | \$58.31 | \$58.31 | 0 | \$58.31 | \$0 | |
| 43 | Sheriff | \$1.01 | 0.3% | \$1.01 | 100.0% | \$1.00 | \$1.01 | \$1.00 | 0 | \$1.00 | \$0 | |
| 44 | Sheriff | \$54.28 | 0.3% | \$54.44 | 100.0% | \$50.00 | \$54.44 | \$50.00 | 0 | \$50.00 | \$0 | |
| 45 | Sheriff | \$10.86 | 0.3% | \$10.89 | 100.0% | \$10.00 | \$10.89 | \$10.00 | 0 | \$10.00 | \$0 | |
| 46 | Sheriff | \$43.42 | 0.3% | \$43.55 | 100.0% | \$43.00 | \$43.55 | \$43.00 | 0 | \$43.00 | \$0 | |

| | Location of Service | Fee Description | 2016 Cost | 2017 Cost Increase Factor | 2017 Cost | Target Percent | 2016 Fee | 2017 Calc. Fee | 2017 Initial Prop. Fee | Units | Controller/ Department Recommend | Additional Revenue |
|----|---------------------|---|-----------|---------------------------|-----------|----------------|---------------------|----------------|------------------------|--------|----------------------------------|--------------------|
| 47 | Sheriff/Em Mgt. | Cost Recovery Fee flat rate per indiv. | \$30.97 | 0.3% | \$31.06 | 100.0% | \$30.00 | \$31.06 | \$31.00 | 0 | \$31.00 | \$0 |
| 48 | Sheriff/Em Mgt. | Cost Recov. Fee flat rate per/hr per vehicle | \$258.06 | 0.3% | \$258.84 | 100.0% | \$300.00 | \$258.84 | \$300.00 | 0 | \$300.00 | \$0 |
| 49 | Sheriff | False Alarm Fee-fourth offense & subsequent/each yr | \$108.56 | 0.3% | \$108.88 | 100.0% | \$105.00 | \$108.88 | \$105.00 | 0 | \$105.00 | \$0 |
| 50 | All Courts | Work Release (4) | \$52.60 | 0.3% | \$52.76 | 50.0% | \$25.00 | \$26.38 | \$25.00 | 5,250 | \$25.00 | \$0 |
| 51 | District Court | Civil ** | \$116.18 | 0.3% | \$116.53 | 50.0% | Varies | \$58.26 | Varies | 4,264 | Varies | \$0 |
| 52 | District Court | Pre-Sentence Reports | \$225.26 | 0.3% | \$225.94 | 100.0% | \$100.00 | \$225.94 | \$105.00 | 75 | \$100.00 | \$0 |
| 53 | District Court | Probation Oversight (per month) | \$118.63 | 0.3% | \$118.98 | 100.0% | \$35.00 | \$118.98 | \$36.00 | 5,220 | \$35.00 | \$0 |
| 54 | District Court | Criminal *** | \$0.00 | 0.3% | \$0.00 | 100.0% | Varies | \$0.00 | Varies | 1,579 | Varies | \$0 |
| 55 | District Court | Traffic **** | \$263.82 | 0.3% | \$264.61 | 50.0% | Varies | \$132.31 | Varies | 17,861 | Varies | \$0 |
| 56 | Circuit Court | Copies | \$3.84 | 0.3% | \$3.85 | 25.0% | \$1.50 | \$0.96 | \$1.50 | 25,000 | \$1.50 | \$0 |
| 57 | Circuit Court | Felony Case Costs | \$749.31 | 0.3% | \$751.56 | 100.0% | \$1,470.00 | \$751.56 | \$1,470.00 | 650 | \$1,470.00 | \$0 |
| 58 | Circuit Court | Show Cause - Probation | \$472.47 | 0.3% | \$473.89 | 100.0% | \$175.00 | \$473.89 | \$180.00 | 80 | \$180.00 | \$400 |
| 59 | Circuit Court | GTD Bench Warrants | \$150.00 | 0.3% | \$150.45 | 100.0% | \$150.00 | \$150.45 | \$150.00 | 50 | \$150.00 | \$0 |
| 60 | Family Division | Delinquency Court Costs | \$412.22 | 0.3% | \$413.45 | 100.0% | \$275.00 | \$413.45 | \$280.00 | 1,725 | \$280.00 | \$8,625 |
| 61 | Family Division | In-Home Detention | \$40.30 | 0.3% | \$40.42 | 0.0% | \$0.00 | \$0.00 | \$0.00 | 7,000 | \$0.00 | \$0 |
| 62 | Family Division | Intensive Probation | \$953.10 | 0.3% | \$955.96 | 0.0% | \$0.00 | \$0.00 | \$0.00 | 970 | \$0.00 | \$0 |
| 63 | Family Division | Regular Probation | \$157.90 | 0.3% | \$158.37 | 0.0% | \$0.00 | \$0.00 | \$0.00 | 5,292 | \$0.00 | \$0 |
| 64 | Family Division | Tether | \$138.69 | 0.3% | \$139.10 | 25.0% | \$31.00 | \$34.78 | \$32.00 | 2,625 | \$32.00 | \$2,625 |
| 65 | Family Division | Traffic | \$225.84 | 0.3% | \$226.52 | 50.0% | ticket fee schedule | \$113.26 | ticket fee schedule | 1,775 | ticket fee schedule | \$0 |
| 66 | Family Division | Traffic - Fail to Appear | \$106.21 | 0.3% | \$106.53 | 25.0% | \$26.00 | \$26.63 | \$26.00 | 355 | \$26.00 | \$0 |
| 67 | FOC | FOC Bench Warrants | \$682.05 | 0.3% | \$684.09 | 100.0% | \$275.00 | \$684.09 | \$280.00 | 1,000 | \$275.00 | \$0 |
| | TOTALS | | | | | | | | | | | \$27,149 |

* - Part of FOIA varies - \$5.00 per page for first two pages, \$1.00 per additional page after the first two pages (this includes Accident & Incident Reports, Proof of Incarceration, and Background Checks)

** Civil Fees are set by various State statutes

*** Criminal Court costs set at \$275/case (MCL 769.1k for authority to assess court costs)

**** Traffic Court costs cannot exceed \$100 (MCL 257.907)

(1) The Prisoner Reimbursement to the County Act was increased from a maximum of \$30 per day, to \$60 per day, as currently set forth in MCL 801.83. The reimbursement rate for the contracted beds with the Michigan Department of Corrections is currently set at \$36.00.

(2) As stated in MCL 55.265, the fee charged for performing a notarial act shall not be more than \$10.00 for an individual transaction or notarial act.

(3) As stated in MCL 28.422a, a local police or sheriff may charge up to \$1.00 for the cost of providing, to the owner, a copy of information that was entered in the pistol entry database.

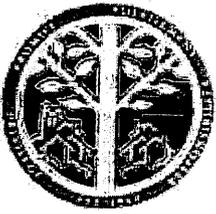
(4) Courts ordering work release are encouraged to recognize that the cost of administering work release at the jail has been calculated at \$50.00 per day, but is charged at 50% of that amount, \$25/day, if paid in certain time. Sometimes, the Judge will order a different amount.

(5) As stated in MCL 445.483 (4) the fee cannot exceed \$50.00

2017 County Fees Analysis
 Law and Courts Committee

ATTACHMENT B

| Location of Service | Fee Description | 2016 Fee | Controller/ Department Recommend | Additional Revenue |
|---------------------|--|----------|----------------------------------|--------------------|
| Animal Control | Boarding Fee-Dangerous Animals | \$75.00 | \$76.00 | \$300 |
| Animal Control | Boarding Fee per day-others | \$33.00 | \$34.00 | \$1,900 |
| Animal Control | Dogs(under six years of age) | \$73.00 | \$74.00 | \$550 |
| Animal Control | Cats(under six years of age) | \$63.00 | \$64.00 | \$450 |
| Animal Control | Animal Redemption - 2nd offense | \$50.00 | \$51.00 | \$50 |
| Animal Control | Euthanasia Fee | \$125.00 | \$130.00 | \$250 |
| Animal Control | Owner Surrender | \$45.00 | \$46.00 | \$1,100 |
| Animal Control | Spay/neuter deposit-Owners redeeming pet | \$80.00 | \$81.00 | \$212 |
| Pros Atty | Diversion - Misdemeanor Offender | \$450.00 | \$455.00 | \$2,440 |
| Pros Atty | Diversion - Felony Offender | \$800.00 | \$805.00 | \$560 |
| Pros Atty | Costs for eligible convictions - Trial | \$230.00 | \$235.00 | \$55 |
| Jail | Day Rate (1) | \$53.66 | \$54.00 | \$7,632 |
| Sheriff | Costs for Command per hour | \$64.82 | \$65.01 | \$0 |
| Sheriff | Costs for Deputy per hour | \$58.14 | \$58.31 | \$0 |
| Sheriff/Em Mgt. | Cost Recovery Fee flat rate per indiv. | \$30.00 | \$31.00 | \$0 |
| Circuit Court | Show Cause - Probation | \$175.00 | \$180.00 | \$400 |
| Family Division | Delinquency Court Costs | \$275.00 | \$280.00 | \$8,625 |
| Family Division | Tether | \$31.00 | \$32.00 | \$2,625 |
| TOTALS | | | Total | \$27,149 |



CITY OF EAST LANSING
The Home of Michigan State University

AGENDA ITEM # 14a

March 25, 2016

RECEIVED
MAR 25 2016

Ms. Kara Hope, Chairperson
Ingham County Board of Commissioners
P. O. Box 319
Mason, MI 48854

RE: Brownfield Redevelopment Authority Plan #21 – White Oak Place

Dear Ms. Hope:

The Brownfield Redevelopment Authority (BRA) of the City of East Lansing, Michigan, has approved TIF Plan #21 for the White Oak Place Brownfield Plan (1301 and 1307 E. Grand River Avenue, 116-132 Spartan Avenue) and has forwarded it to the East Lansing City Council for review and a public hearing. The project includes demolition, removal of contaminated materials, and construction of a new mixed-use building with underground parking.

Per the requirements of Public Act 381 of 1996, as amended, the City is required to provide notice regarding the Plan and the public hearing. East Lansing City Council has scheduled a public hearing to consider the Plan on Tuesday, April 12, 2016 at 7:00 p.m. Details of the public hearing are included on the enclosed Notice. The Plan can be viewed at www.cityofeastlansing.com/529/projects.

The City Council welcomes your written or verbal comments on any and all aspects of the proposed Plan. If you have any questions regarding the Plan, please contact me directly at (517) 319-6887.

Sincerely,

Lori A. Mullins
Community & Economic Development Administrator

Encl.

410 Abbott Road
East Lansing, MI 48823
(517) 337-1731
Fax (517) 337-1559
www.cityofeastlansing.com

NOTICE OF PUBLIC HEARING

The City of East Lansing in the Counties of Clinton and Ingham

NOTICE OF PUBLIC HEARING ON THE ADOPTION OF BROWNFIELD PLAN #21 FOR THE CITY OF EAST LANSING PURSUANT TO AND IN ACCORDANCE WITH ACT 381, 1996, AS AMENDED, OF THE PUBLIC ACTS OF THE STATE OF MICHIGAN.

Please take notice that a Public Hearing shall be held before the East Lansing City Council on Tuesday, April 12, 2016 at 7:00 p.m. in the Council Chambers, 101 Linden Street, East Lansing, MI 48823 on Brownfield Plan #21 for the City of East Lansing, within which the Authority shall exercise its powers, all pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended.

The brownfield site includes three parcels: 1301 and 1307 E. Grand River Avenue, and 116-132 Spartan Avenue. The land contains several one-story buildings, including a former gas station. A detailed legal description of the property along with maps and a copy of Brownfield Plan #21 are available for public inspection in the Department of Planning, Building and Development, City of East Lansing, 517-319-6930.

Please note that all aspects of the Brownfield Plan are open for discussion at the public hearing, at which all interested persons will be provided an opportunity to be heard and written communication will be received and considered. ***The City of East Lansing will provide reasonable accommodations, such as interpreters for the hearing impaired and audiotapes of printed materials being considered at this meeting, upon notice to the City of East Lansing prior to the meeting. Individuals with disabilities requiring reasonable accommodations or services should write or call the City Manager's Office, 410 Abbot Road, East Lansing, MI 48823, 517-319-6920, TDD 1-800-649-3777.***

Marie Wicks
City Clerk

Dated: March 23, 2016

RECEIVED
MAR 02 2016Virg Bernero
Mayor**CITY OF LANSING
NOTICE OF PUBLIC HEARING****BZA-4022.16, 800 E. Michigan Avenue**

The Lansing Board of Zoning Appeals will hold a Public Hearing on Thursday, April 14, 2016 at 6:30 p.m. at the Neighborhood Empowerment Center Conference Room, 600 W. Maple Street (Corner of W. Maple and N. Pine Streets), Lansing, to consider a request by 800 E. Michigan, LLC for a variance to permit 3, 25.5 square foot projecting signs on the west wall of the building at 800 E. Michigan Avenue. Section 1279.09 of the Sign Ordinance permits one, 16 square foot projecting sign on the building at this location. Variances of 2 to the allowable number of projecting signs and 9.5 square feet to the allowable size for projecting signs are therefore, being requested.

If you are interested, please attend the hearing or send a representative. Written comments will be accepted between 8 a.m. - 5 p.m. on City business days if received by 5 p.m. on Thursday, April 14, 2016, at the Planning Office, Dept. of Planning & Neighborhood Development, 316 N. Capitol Ave., Suite D-1, Lansing, MI 48933-1236. For more information, contact Susan Stachowiak at 517-483-4085.

RECEIVED

APR 11 2016



Virg Bernero, Mayor

City of Lansing
Notice of Public Hearing

The Lansing City Council will hold a public hearing on **April 11, 2016*** at 7:00 p.m. in the City Council Chambers, 10th Floor, Lansing City Hall, Lansing, MI, for the purpose stated below:

To afford an opportunity for all residents, taxpayers of the City of Lansing, other interested persons and ad valorem taxing units to appear and be heard on the approval of Brownfield Plan #65 – Potter Flats Redevelopment Plan – pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, Public Act 381 of 1996, as amended, for property commonly referred to as 701 E. South St.— Potter Flats located in the City of Lansing, but more particularly described as:

LOT 8 ASSESSORS PLAT NO 26

Approval of this Brownfield Plan will enable the Lansing Brownfield Redevelopment Authority to capture incremental tax increases which result from the redevelopment of the property to pay for costs associated therewith. Further information regarding this issue, including maps, plats, and a description of the brownfield plan will be available for public inspection and may be obtained from Gabriela Allum – Project Coordinator, Lansing Economic Area Partnership, 1000 South Washington, Suite 201, Lansing, MI 48910, (517) 702-3387.

**Please note date change for the abovementioned public hearing*