

CHAIRPERSON
DEBBIE DE LEON

VICE-CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM
STEVE DOUGAN

FINANCE COMMITTEE
MARK GREBNER, CHAIR
TODD TENNIS
REBECCA BAHAR-COOK
ANDY SCHOR
DIANNE HOLMAN
STEVE DOUGAN

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, MAY 19, 2010 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 [May 5, 2010](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Sheriff's Office - Resolution Authorizing an Indoor [Security Camera](#) System for the Sheriff's Office
2. Ingham County Parks & Recreation Commission
 - a. Resolution Authorizing Entering into a Contract with [Bergman, Inc.](#) for a Fundraising Source Identification Study for the Potter Park Zoo
 - b. Resolution Authorizing Father's Day as an Additional [Visitor Incentive](#) Program at the Potter Park Zoo
3. Facilities Department
 - a. Resolution to Amend the Contract with [Modernistic Lansing, LLC](#) for Carpet Cleaning at Various County Facilities
 - b. Resolution Authorizing Extending the Contract with [Great Lakes Window Cleaning](#) for Window Cleaning at Various County Facilities
 - c. Resolution Awarding a Contract to [H & C Earthworks](#) and Construction, LLC for Concrete Repair Services at the Mason Courthouse
 - d. Resolution Awarding a Contract to [PM Technologies](#) to Provide Generator Services for Various Back Up Generators Throughout Ingham County
4. Controller/Administrator's Office
 - a. Resolution Updating [Various Fees](#) for County Services
 - b. Resolution to Adopt the 2011 Juvenile Justice Community Agency Process [Calendar](#)

Announcements **PLEASE TURN OFF CELL PHONES OR OTHER ELECTRONIC**
Public Comment **DEVICES OR SET TO MUTE OR VIBRATE TO AVOID**
Adjournment **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

FINANCE COMMITTEE
May 5, 2010
Minutes

Members Present: Mark Grebner, Todd Tennis, Rebecca Bahar-Cook, Andy Schor, Dianne Holman, Steve Dougan and Board Chairperson Debbie De Leon

Members Absent: None

Others Present: Teri Morton, Jill Rhode, Mike Hughes, Jim Hudgins, Dean Sienko, Deb Brinson, Tony Lindsey, Peggy Roberts and others

The meeting was called to order by Chairperson Grebner at 6:05 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the April 21, 2010 Minutes

The April 21, 2010 Minutes were approved as amended.

The minutes were amended to reflect the following:

Page 6:

The 1st "Motion carried" was changed to "Motion to amend carried"

The 2nd "Motion carried" was changed to "Motion on the resolution carried"

Page 6, Item e, Discussion: "The Committee discussed the Special Millage Question and that the question would raise the millage back to 4.000 mills, an increase of .0032, for approximately \$22,000."

Additions to the Agenda

5f. Late – Resolution to Authorize the Power of We Consortium to Administer the Ingham County Community Agency Process and Make Specific Funding Recommendations to the Board of Commissioners

Resolution Approving Criteria for Ranking 2011 Applications for Community Agency Funding

Limited Public Comment

None

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. SCHOR, TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ITEMS:

1. Sheriff's Office - Resolution to Distribute \$1,000.00 of Drug Forfeiture Funds Held by the Ingham County Sheriff's Office to Contract with the Mid Michigan Crime Stoppers Program

2. Health Department
 - a. Resolution to Authorize Amendment #3 to the 2009-2010 Comprehensive Planning, Budgeting and Contracting Agreement with the Michigan Department of Community Health
 - b. Resolution to Authorize an Agreement with the Tri-County Office on Aging

3. Facilities Department
 - a. Resolution Authorizing Entering into a Contract with Myers Plumbing and Heating, Inc. for Boiler and Components Replacement at the Jail and the Human Services Building (Including Tri-County Office on Aging)
 - b. Resolution Awarding a Contract to Boynton Fire Service to Provide Fire Prevention Services at Several County Facilities

5. Controller/Administrator's Office
 - b. Resolution Approving Sparrow Occupational Health as the County's Provider of Occupational Health Services
 - c. Resolution Authorizing a Contact with Maximus for the Preparation of the County-wide and Child Care Cost Allocation Plans

MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. SCHOR, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY.

2. Health Department
 - c. Resolution to Authorize a Realignment of Health Department Programs and Administrative Structure

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION TO AUTHORIZE A REALIGNMENT OF HEALTH DEPARTMENT PROGRAMS AND ADMINISTRATIVE STRUCTURE.

Comm. Dougan asked if the intent of the realignment is to remain budget neutral. Dr. Sienko, Health Department, stated that it is their intent to be budget negative. He indicated that the reorganization will result in a savings of approximately \$70,000.

MOTION CARRIED UNANIMOUSLY.

4. Financial Services Department - Resolution Adopting the Deficit Elimination Plan for the Ingham County Fair Fund

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION ADOPTING THE DEFICIT ELIMINATION PLAN FOR THE INGHAM COUNTY FAIR FUND.

MOVED BY COMM. DOUGAN, TO AMEND THE RESOLUTION BY ADDING A 2ND BE IT FURTHER RESOLVED TO READ: THAT WHEN THE ACCOUNTS ARE CLOSED FOR THE 2011 BUDGET YEAR, IF THE FAIR IS NOT IN ACCORDANCE WITH THE PLAN LAID OUT IN THE RESOLUTION, THE FINANCE COMMITTEE WILL REVISIT THE ISSUE IN EARLY 2012. THIS WAS ACCEPTED AS A FRIENDLY AMENDMENT.

The Committee discussed the resolution.

MOTION CARRIED UNANIMOUSLY.

5. Controller/Administrator's Office

- a. Resolution Providing Additional Funding for the Revolving Drain Fund (Fund 802) County of Ingham, State of Michigan

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. HOLMAN, TO APPROVE THE RESOLUTION PROVIDING ADDITIONAL FUNDING FOR THE REVOLVING DRAIN FUND (FUND 802) COUNTY OF INGHAM, STATE OF MICHIGAN.

The Committee discussed the implications of providing additional funding for the revolving drain fund.

MOTION CARRIED UNANIMOUSLY.

- d. Resolution Authorizing an Acceptance of a Charitable Donation from the Marjorie Hahn Trust Bequest for the Potter Park Zoo

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION AUTHORIZING AN ACCEPTANCE OF A CHARITABLE DONATION FROM THE MARJORIE HAHN TRUST BEQUEST FOR THE POTTER PARK ZOO.

Comm. Bahar-Cook directed Ms. Morton to notify the Zoo and Parks Boards when a donation is made.

MOTION CARRIED UNANIMOUSLY.

- f. Resolution to Authorize the Power of We Consortium to Administer the Ingham County Community Agency Process and Make Specific Funding Recommendations to the Board of Commissioners

Resolution Approving Criteria for Ranking 2011 Applications for Community Agency Funding

MOVED BY COMM. SCHOR, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION TO AUTHORIZE THE POWER OF WE CONSORTIUM TO ADMINISTER THE INGHAM COUNTY COMMUNITY AGENCY PROCESS AND MAKE SPECIFIC FUNDING RECOMMENDATIONS TO THE BOARD OF COMMISSIONERS.

Comm. Tennis expressed his support for giving funds to the Power of We Consortium, whose grant is ending. He stated that the Power of We has capacity-building programs, which will teach community agencies how to be more self-supporting, etc.

COMM. BAHAR-COOK DISCLOSED THAT SHE IS A QUALIFIED VENDOR FOR THE POWER OF WE CONSORTIUM; HOWEVER, SHE DOES NOT CURRENTLY HAVE ANY CONTRACTS WITH THEM.

Comm. Holman suggested discussing eliminating the entire community agency process.

Board Chairperson De Leon expressed her concern of giving the entire funds to the Power of We. She stated that in these difficult economic times, community agencies need money in order to provide basic needs to the community. She indicated that she would support giving a portion of the funds to the Power of We for their capacity-building program, and giving the remaining funds to an agency like DHS or CACS.

Comm. Schor expressed his support for Comm. Holman's comment. He stated that giving funds to the Power of We to train other community agencies would serve as an alternative to the process the County has used in the past. Comm. Bahar-Cook expressed her support for giving funds to the Power of We Consortium.

Chairperson Grebner stated that with a small amount of money, community agencies are able to provide a considerable amount of services. He indicated that in most cases, agencies are in need of funds in order to sustain their organization, rather than needing to be taught capacity-building.

MOTION FAILED (3-3 vote) with Comm. Dougan, Comm. Holman, and Chairperson Grebner voting No.

- e. Discussion: Resolution Updating Various Fees for County Services

The Committee discussed the resolution regarding various fees.

Announcements

COMM. TENNIS DISCLOSED THAT HE HAS A CONTRACTUAL RELATIONSHIP WITH EMPLOYEES AT CATA (REGARDING PREVIOUS MEETING'S DISCUSSION ON PUBLIC TRANSIT MILLAGE).

Public Comment

None

The meeting adjourned at approximately 6:43 p.m.

Respectfully submitted,

Karsha Sathianathan

RESOLUTION STAFF REVIEW

DATE May 5, 2010

Agenda Item Title: Resolution Authorizing an Indoor Security Camera System for the Sheriff's Office

Submitted by: Sheriff's Office

Committees: LE X, JD____, HS____, CS____, Finance X

Summary of Proposed Action: This resolution will authorize the Sheriff's Office to spend \$24,000.00 from the Region One Homeland Security Planning Board Grant, Commissary Fund, and booking fees for the indoor security camera system for the Sheriff's Office. The cameras will be placed in the area hallways leading to/and immediately around the Emergency Operations Center.

Financial Implications: The total costs will be not to exceed \$24,000.00.

Region One Homeland Security Planning Board Grant	\$13,400
Commissary Funds, up to	\$ 5,300
Booking Fees, up to	<u>\$ 5,300</u>
TOTAL	\$24,000

Other Implications: The price includes one year of maintenance services during the warranty period. The total cost reflects pricing from the State of Michigan Purchasing Contract and shipping costs.

Staff Recommendation: JLN X TL ____ TM____ JC ____
Staff recommends approval of this resolution.

Introduced by the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING AN INDOOR SECURITY CAMERA SYSTEM
FOR THE SHERIFF'S OFFICE**

WHEREAS, the Ingham County Sheriff's Office was granted a \$13,400.00 grant from the Region One Homeland Security Planning Board for a new camera security system for the area of the Sheriff's Office leading to/and immediately around the Emergency Operations Center; and

WHEREAS, this Region One Homeland Security Planning Board Grant must be spent by June 30, 2010; and

WHEREAS, the Ingham County Sheriff's Office has a Commissary Fund account from prisoner purchases of commissary items that allows the Sheriff's Office to cover and pay for the costs of programs and equipment that promotes safety within the Sheriff's Office compound; and

WHEREAS, this new camera security system will provide for the safety of Ingham County Prisoners, Ingham County Sheriff's Office Staff members, and citizens of Ingham County who visit the facility, including the Emergency Operations Center; and

WHEREAS, the Ingham County Sheriff's Office working in conjunction with the Management Information Services Department (MIS) request to contract with ID Solutions to purchase and install the new digital camera system leading to/and immediately around the Emergency Operations Center, and the two main hallways of the Sheriff's Office leading to the Emergency Operations Center, not to exceed \$24,000.00; and

WHEREAS, this new digital surveillance camera project will assist with security needs and risk management policies of the Sheriff's Office in the area hallways leading to/and immediately around the Emergency Operations Center; and

WHEREAS, MIS will be the lead county department working in conjunction with the Sheriff's Office and ID Solutions and be responsible for meeting the June 30, 2010 purchase deadline for this grant; and

WHEREAS, the costs of this project will be divided among the Region One Homeland Security Planning Board Grant (\$13,400) and funds from the Commissary Account, (up to \$5,300) and booking fees (up to \$5,300).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Ingham County Sheriff's Office and Management Information Services Department to spend up to \$24,000.00 from this grant (\$13,400), Commissary Funds (up to \$5,300) and booking fees (up to \$5,300) for this project with ID Solutions for the security camera system for the Emergency Operations Center and areas immediately leading to and surrounding this Center.

BE IT FURTHER RESOLVED, the Controller/Administrator's Office is authorized to make the necessary budget adjustments and the Purchasing Department is authorized to issue the necessary purchase order or purchase documents needed.

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

RESOLUTION STAFF REVIEW

DATE May 6, 2010

Agenda Item Title: Resolution Authorizing Entering into a Contract with Bergman, Inc. for a Fundraising Source Identification Study for the Potter Park Zoo

Submitted by: Ingham County Parks & Recreation Commission

Committees: LE____, JD____, HS____, CS__X__, Finance __X__

Summary of Proposed Action:

The Potter Park Zoo recently adopted a new and ambitious master plan to guide improvements and the future development of Potter Park Zoo.

The Ingham County Purchasing Department solicited Requests for Proposals (RFP) inviting proposals from qualified individuals and companies pursuant to County guidelines, in order to select an experienced consulting firm to develop a strategy to guide the implementation of a successful and reasonable fundraising campaign. The bids were reviewed by the Ingham County Purchasing Department, Potter Park Zoo Board Members, Ingham County Parks and Recreation Commissioners, Potter Park Zoological Society Members, Parks and Zoo staff and all were in agreement that Bergman, Inc. of East Lansing, Michigan met all specifications and requirements.

The Purchasing Department recommends the proposal submitted by Bergman, Inc. of East Lansing, Michigan

Financial Implications:

Bergman, Inc. of East Lansing, Michigan has submitted a proposal for an amount not to exceed \$23,000.

Funds for this project have been identified within the Potter Park Zoo Millage.

The Board of Commissioners adopted Resolution #10-069 authorizing a \$50,000 adjustment to the 2010 Potter Park Zoo Operating Budget to complete a Fundraising Source Identification Study for the Potter Park Zoo.

Other Implications: This resolution will run concurrent with the May Parks Commission meeting.

Staff Recommendation: JLN X TL ____ TM____ JC ____

Staff recommends approval of the resolution. As required by the Board Ethics Policy, the role of the Board is to accept or reject the recommendation. If the recommendation is rejected, the committee should state the reason(s) for the rejection and instruct the staff to review the recommendation.

MEMORANDUM

TO: County Services and Finance Committees
FROM: Jim Hudgins, Director, Purchasing Department
DATE: May 10, 2010
SUBJECT: Proposal Summary – Fund Raising Source Identification Study

Project Description:

The project involves entering into a contract with an experienced consulting firm to conduct a feasibility study and to recommend a strategy to guide the implementation of a reasonable fundraising campaign for Potter Park Zoo.

Proposal Summary:

Vendors contacted: 8 Local: 3
Vendors responding: 5 Local: 1

Company Name	Cost	Local
Hopkins Fundraising	\$12,000	N – Ada
Jones Consulting Group	\$14,988	N – Troy
Bergman, Inc.	\$23,000	Y – East Lansing
Strategic Partners, Inc.	\$24,000	N – Canton
Skystone Ryan, Inc.	\$38,500	N – Cincinnati, OH

Recommendation:

It is the recommendation of the Evaluation Committee to award a contract to Bergman, Inc. in an amount not to exceed \$23,000. Bergman is a local company, has past experience working with governmental and non-profit organizations, and has quality references. Bergman is also presently working with the Steering Committee for the PPZ Zoo Mileage Ballot Initiative Campaign.

Advertisement:

The RFP was advertised in the Lansing State Journal, El Central 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 BERGMAN, INC. FOR A FUNDRAISING SOURCE IDENTIFICATION STUDY FOR THE POTTER PARK ZOO

WHEREAS, the Potter Park Zoo recently adopted a new and ambitious master plan to guide improvements and the future development of Potter Park Zoo; and

WHEREAS, despite current financial challenges of the State of Michigan and national economies, all parties involved in the preparation, input, and approval of the master plan wholeheartedly believe its implementation is not only achievable, but plays a vital role in our community's recovery beyond the recession and will be well-received by the mid-Michigan region; and

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #10-069 authorizing a \$50,000 adjustment to the 2010 Potter Park Zoo Operating Budget to complete a Fundraising Source Identification Study for the Potter Park Zoo; and

WHEREAS, the Ingham County Purchasing Department solicited Requests for Proposals (RFP) inviting proposals from qualified individuals and companies pursuant to County guidelines, in order to select an experienced consulting firm to develop a strategy to guide the implementation of a successful and reasonable fundraising campaign; and

WHEREAS, the bids were reviewed by the Ingham County Purchasing Department, Potter Park Zoo Board Members, Ingham County Parks and Recreation Commissioners, Potter Park Zoological Society Members, Parks and Zoo staff and all were in agreement that Bergman, Inc. of East Lansing, Michigan met all specifications and requirements; and

WHEREAS, the Purchasing Department recommends the proposal submitted by Bergman, Inc. of East Lansing, Michigan be accepted; and

WHEREAS, the Potter Park Zoo Board and the Parks & Recreation Commission passed resolutions in support of this contract at their May meetings and recommend the Board of Commissioners enter into a contract with Bergman, Inc. for the Potter Park Zoo Fundraising Identification Study; and

WHEREAS, funds for this project have been identified within the Potter Park Zoo Millage.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with Bergman, Inc. of East Lansing, Michigan for the Potter Park Zoo Fundraising Identification Study for an amount not to exceed \$23,000, for the time period of June 14, 2010 to September 27, 2010.

BE IT FURTHER RESOLVED, that the Ingham County Board Chairperson and County Clerk are authorized to sign any contract documents consistent with this resolution after approval as to form by the County Attorney.

RESOLUTION STAFF REVIEW

DATE May 6, 2010

Agenda Item Title: Resolution Authorizing Father’s Day as an Additional Visitor Incentive Program at the Potter Park Zoo

Submitted by: Ingham County Parks & Recreation Commission

Committees: LE____, JD____, HS____, CS_ X_, Finance X_

Summary of Proposed Action:

Increasing visitation and positive visitor experiences at the Zoo are believed to be key elements to a successful renewal millage in 2010. The Potter Park Zoo and Zoo Marketing Committee wish to develop incentive programs internally and with outside partners to increase visitation at the Potter Park Zoo.

Board of Commissioners Resolution #10-040 authorized Mother’s Day, Grandparent’s Day, and College Day visitor incentive programs for Ingham County residents at the Potter Park Zoo with the following fee changes:

- Mother’s Day ~ Mothers and Children are free
- Grandparent’s Day ~ Grandparent and Grandchildren are free
- College Day ~ ½ off one Adult Admission with Student ID

The Parks & Recreation Commission expressed a desire to initiate a Father’s Day visitor incentive where fathers and children receive free admission in addition to the three visitor incentive days previously authorized. Potter Park Zoo staff will provide statistical feedback regarding the viability of all incentive programs to the Potter Park Zoo Board and the Ingham County Parks and Recreation Commission.

Financial Implications:

The addition of a Father’s Day visitor incentive has been reviewed by the Zoo Financial Coordinator and Zoo Director prior to recommending them to the Parks Director.

Other Implications: None.

Staff Recommendation: JLN X TL ____ TM____ JC ____

Staff recommends approval of the resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING FATHER'S DAY AS AN ADDITIONAL VISITOR INCENTIVE PROGRAM AT THE POTTER PARK ZOO

WHEREAS, the citizens of Ingham County have invested several million dollars in improvements to the Potter Park Zoo; and

WHEREAS, increasing visitation and positive visitor experiences at the Zoo are believed to be key elements to a successful renewal millage in 2010; and

WHEREAS, the Potter Park Zoo and Zoo Marketing Committee wish to develop incentive programs internally and with outside partners to increase visitation at the Potter Park Zoo; and

WHEREAS, the Board of Commissioners authorized Mother's Day, Grandparent's Day, and College Day visitor incentive programs for Ingham County Residents at the Potter Park Zoo with the passage of Resolution #10-040 in February of 2010 with the following fee changes:

- Mother's Day ~ Mothers and Children are free
- Grandparent's Day ~ Grandparent and Grandchildren are free
- College Day ~ ½ off one Adult Admission with Student ID

WHEREAS, the Parks & Recreation Commission expressed a desire to initiate a Father's Day visitor incentive, where fathers and children receive free admission in addition to the three visitor incentive days previously authorized; and

WHEREAS, the Potter Park Zoo Board and the Parks & Recreation Commission supported the concept of the addition of a Father's Day visitor incentive to the visitor incentive program by passage of resolutions at their May meetings.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners approves the addition of Father's Day to the existing visitor incentive programs for Ingham County residents at the Potter Park Zoo.

BE IT FURTHER RESOLVED, fathers and children will receive free admission to the Potter Park Zoo during this visitor incentive.

BE IT FURTHER RESOLVED, Potter Park Zoo staff is directed to provide statistical feedback regarding the viability of all incentive programs to the Potter Park Zoo Board and the Ingham County Parks and Recreation Commission.

RESOLUTION STAFF REVIEW

DATE May 6, 2010

Agenda Item Title: Resolution to Amend the Contract with Modernistic Lansing, LLC for Carpet Cleaning at Various County Facilities

Submitted by: Facilities Department

Committees: LE____, JD____, HS____, CS X, Finance X

Summary of Proposed Action:

This resolution will authorize entering into a contract with Modernistic Lansing, LLC, for carpet cleaning services for the Sheriff/Jail, Mason Courthouse, Hilliard Building, Drain, 55th District Court, Grady Porter Building/Veterans Memorial Courthouse, Human Services, Ingham County Family Center, Youth Center, Willow Clinic, and Well Child Clinic. Resolution #07-163 provides for a two year renewal option and the current contract is due to expire on August 31, 2010.

Financial Implications:

Total cost for the two year renewal is \$85,520.00, for the time period September 1, 2010 to August 31, 2012. The contract will include the addition of the Ingham County Family Center and the new carpet addition at the 55th District Court.

Other Implications:

The Facilities and Purchasing Departments concur that a two year contract with Modernistic Lansing, LLC be approved. Modernistic is willing to hold their prices at the same rates as the previous contract.

Staff Recommendation: JLN X TL ____ TM____ JC ____

Staff recommends approval of the resolution. As required by the Board Ethics Policy, the role of the Board is to accept or reject the recommendation. If the recommendation is rejected, the committee should state the reason(s) for the rejection and instruct the staff to review the recommendation.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AWARDING A CONTRACT TO MODERNISTIC LANSING, LLC
FOR CARPET CLEANING AT VARIOUS COUNTY FACILITIES**

RESOLUTION #07-163

WHEREAS, Ingham County Purchasing solicited "Invitations for Sealed Bids" from qualified and experienced firms for the purpose of providing carpet cleaning and maintenance services at various County facilities; and

WHEREAS, the payment of said services will be taken from the proper operational budgets located within the 931100 Maintenance Contractual account; and

WHEREAS, both the Facilities and Purchasing Departments concur that a contract be awarded to Modernistic Lansing, LLC to provide carpet cleaning services at various County facilities, for a period of three (3) years with an option to renew for two (2) additional years upon the mutual written consent of both the County and Contractor.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a contract with Modernistic Lansing, LLC, 4411 Empire Way, Lansing, MI 48917 to provide carpet cleaning services for the Sheriff/Jail, Mason Courthouse, Hilliard Building, Drain, 55th District Court, Grady Porter Building/Veterans Memorial Courthouse, Human Services, Youth Center, Willow Clinic, and Well Child Clinic for a total three (3) year cost of \$123,484.00

BE IT FURTHER RESOLVED, the Board authorizes the option of a two (2) year extension upon the recommendation of the County Controller and approval of the County Services Committee.

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

COUNTY SERVICES: Yeas: Nolan, Copedge, Soule, Severino, Dougan
Nays: None **Absent:** De Leon **Approved 7/17/07**

FINANCE: Celentino, Weatherwax-Grant, Grebner, Hertel, Tennis, Dougan
Nays: None **Absent:** None **Approved 7/18/07**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND THE CONTRACT WITH MODERNISTIC LANSING, LLC
FOR CARPET CLEANING AT VARIOUS COUNTY FACILITIES**

WHEREAS, Resolution #07-163 approved entering into a contract with Modernistic Lansing, LLC which is due to expire on August 31, 2010, for the Sheriff's Office/Jail, Mason Courthouse, Hilliard Building, Drain, 55th District Court, Grady Porter Building/Veterans Memorial Courthouse, Human Services, Youth Center, Willow Clinic, and Well Child Clinic; and

WHEREAS, Resolution #07-163 states that a two (2) year renewal option is available at the end of the original contract; and

WHEREAS, the cost would be \$85,520.00 for the additional two (2) year renewal and this includes the addition of the Ingham County Family Center and the new carpet addition at the 55th District Court; and

WHEREAS, the payment of said services will be taken from the proper operational budgets located within the 931100 Maintenance Contractual account; and

WHEREAS, the Purchasing and Facilities Departments concur that a two (2) year renewal (September 1, 2010 to August 31, 2012) be extended to Modernistic Lansing, LLC, who currently have a contract with Ingham County through August 31, 2010.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a two year contract with Modernistic Lansing, LLC, 4411 Empire Way, Lansing, MI 48917, to provide carpet cleaning services for the Sheriff/Jail, Mason Courthouse, Hilliard Building, Drain, 55th District Court, Grady Porter Building/Veterans Memorial Courthouse, Human Services, Ingham County Family Center, Youth Center, Willow Clinic, and Well Child Clinic for a total cost of \$85,520.00, for the time period of September 1, 2010 to August 31, 2012.

BE IT FURTHER RESOLVED, Modernistic Lansing, LLC is willing to hold their prices at the same rates for the remainder of the contract as set forth in Resolution #07-163.

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

RESOLUTION STAFF REVIEW

DATE May 6, 2010

Agenda Item Title: Resolution Authorizing Extending the Contract with Great Lakes Window Cleaning for Window Cleaning at Various County Facilities

Submitted by: Facilities Department

Committees: LE____, JD____, HS____, CS X, Finance X

Summary of Proposed Action:

This resolution will authorize entering into a contract with Great Lakes Window Cleaning to provide semi-annual window and glass cleaning services for various County facilities. Resolution #07-076 provides for a two year renewal option and the current contract is due to expire on July 31, 2010.

Financial Implications:

The annual cost of the contract is \$13,280.00, with a total contract cost not to exceed \$26,560.00, for the time period of August 1, 2010 to July 31, 2012.

Other Implications:

The Facilities and Purchasing Departments concur that a two year contract with Great Lakes Window Cleaning be approved. Great Lakes Window Cleaning is willing to hold their prices at the same rates as the previous contract.

Staff Recommendation: JLN X TL ____ TM____ JC ____

Staff recommends approval of the resolution. As required by the Board Ethics Policy, the role of the Board is to accept or reject the recommendation. If the recommendation is rejected, the committee should state the reason(s) for the rejection and instruct the staff to review the recommendation.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A CONTRACT WITH GREAT LAKES WINDOW CLEANING FOR WINDOW CLEANING AT VARIOUS COUNTY FACILITIES

RESOLUTION #07-076

WHEREAS, the current contract for window cleaning will expire on July 31, 2007; and

WHEREAS, the Purchasing Department has solicited bids from qualified and experienced firms for the purpose of providing window and glass cleaning services at various County facilities on a semi-annual basis; and

WHEREAS, the funds for these services will be budgeted in the appropriate 931100 Maintenance Contractual accounts; and

WHEREAS, the Facilities Department in concurrence with the Purchasing Department has recommended that a contract be awarded to Great Lakes Window Cleaning for a three (3) year agreement period beginning on August 1, 2007 through July 31, 2010, with an option to renew for two (2) years upon the mutual written consent of both the County and Contractor, the locations and services provided will be billed to the County as follows:

Facility	Cleaning Services	Cost per Facility	Semi-Annual	Total Annual Cost
Hilliard Bldg	Interior/Exterior	\$1,200.00	2 visits	\$2,400.00
Mason Cthouse	Interior/Exterior	\$1,575.00	2 visits	\$3,150.00
VMC	Exterior	\$1,325.00	2 visits	\$2,650.00
GPB	Exterior	\$1,000.00	2 visits	\$2,000.00
HSB	Exterior	\$1,325.00	2 visits	\$2,650.00
Youth Center	Exterior	\$ 100.00	2 visits	\$ 200.00
Annual Total				\$13,050.00
3 Year Cost				\$39,150.00

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a contract with Great Lakes Window Cleaning, 501 W. Mount Hope, Lansing, Michigan 48910, to provide semi-annual window and glass cleaning services for various County facilities for an annual cost of \$13,050.00, with a total contract cost not to exceed \$39,150.00.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the option of a two (2) year extension upon the recommendation of the County Controller and approval of the County Services Committee.

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

COUNTY SERVICES: Yeas: De Leon, Tennis, Copedge, Severino, Dougan

Nays: None **Absent:** Nolan **Approved 4/3/07**

FINANCE: Yeas: Celentino, Grant, Grebner, Dougan

Nays: None **Absent:** Hertel, Soule **Approved 4/04/07**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING EXTENDING THE CONTRACT WITH GREAT LAKES WINDOW CLEANING FOR WINDOW CLEANING AT VARIOUS COUNTY FACILITIES

WHEREAS, Resolution #07-076 authorized entering into a contract for window cleaning services with Great Lakes Window Cleaning which will expire on July 31, 2010; and

WHEREAS, the resolution states that a two (2) year renewal option is available; and

WHEREAS, the funds for these services will be budgeted within the appropriate 931100 Maintenance Contractual accounts; and

WHEREAS, the Purchasing and Facilities Departments concur that a two (2) year renewal (August 1, 2010 to July 31, 2012) will be extended to Great Lakes Window Cleaning who currently have a contract with Ingham County through July 31, 2010 for the following locations which includes the addition of the new Family Center location:

Facility	Cost per Facility	Semi-Annual	Total Annual Cost
Hilliard Bldg	\$1,200.00	2 visits	\$2,400.00
Mason Cthouse	\$1,575.00	2 visits	\$3,150.00
VMC	\$1,325.00	2 visits	\$2,650.00
GPB	\$1,000.00	2 visits	\$2,000.00
HSB	\$1,325.00	2 visits	\$2,650.00
Youth Center	\$100.00	2 visits	\$200.00
Family Center	\$230.00	2 visits	\$230.00
Total			\$13,280.00
2 Year Cost			\$26,560.00

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a contract with Great Lakes Window Cleaning, 501 W. Mount Hope, Lansing, Michigan 48910, to provide semi-annual window and glass cleaning services for various County facilities for an annual cost of \$13,280.00, with a total contract cost not to exceed \$26,560.00, for the time period of August 1, 2010 to July 31, 2012.

BE IT FURTHER RESOLVED, Great Lakes Window Cleaning is willing to hold their prices at the same rates for the remainder of the contract as set forth in Resolution #07-076.

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

RESOLUTION STAFF REVIEW

DATE May 6, 2010

Agenda Item Title: Resolution Awarding a Contract to H & C Earthworks and Construction, LLC for Concrete Repair Services at the Mason Courthouse

Submitted by: Facilities Department

Committees: LE____, JD____, HS____, CS X, Finance X

Summary of Proposed Action:

This resolution will authorize a contract with H & C Earthworks and Construction to make concrete restorations to areas around the Mason Courthouse. The project will include removing and replacing a 12' by 30' sidewalk, removing five concrete steps and replacing with four steps, and restoring a ramp.

Financial Implications:

The contract is for an amount not to exceed \$5,960; funds for these repairs are available within CIP Line Item 245-90212-931000-5FAC4.

Other Implications:

H & C Earthworks and Construction, LLC submitted the lowest bid and whose office is located in Bath, Michigan.

Staff Recommendation: JLN X TL ____ TM ____ JC ____

Staff recommends approval of the resolution. As required by the Board Ethics Policy, the role of the Board is to accept or reject the recommendation. If the recommendation is rejected, the committee should state the reason(s) for the rejection and instruct the staff to review the recommendation.

MEMORANDUM

TO: County Services and Finance Committees
FROM: Jim Hudgins, Director, Purchasing Department
DATE: May 6, 2010
SUBJECT: Bid Summary – Concrete Restorations for the Mason Courthouse

Project Description:

This project is for making concrete restorations to areas around the Mason Courthouse. The work includes removing and replacing a 12' by 30' sidewalk, removing 5 concrete steps and replacing with four steps, and restoring a ramp.

Bid Summary:

Vendors contacted: 3 Local: 1
Vendors responding: 3 Local: 1

Company Name	Cost	Local
H & C Earthworks and Construction, LLC	\$5,960	N – Bath
Cusack's Masonry Restoration, Inc.	\$6,250	N – Hubbardston
Bornor Restoration, Inc.	\$9,091	Y – Lansing

Recommendation:

Award a contract to H & C Earthworks and Construction, LLC in an amount not to exceed \$5,960.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AWARDING A CONTRACT TO H & C EARTHWORKS AND CONSTRUCTION,
LLC FOR CONCRETE REPAIR SERVICES AT THE MASON COURTHOUSE**

WHEREAS, some areas of concrete around the Mason Courthouse are deteriorating; and

WHEREAS, services would include removing and replacing a 12-foot by 30-foot sidewalk, removing five steps and replacing with four steps on the West side of the Courthouse, as well as fixing the ramp and two steps on the North side of the Courthouse; and

WHEREAS, funds for these repairs are available within CIP Line Item 245-90212-931000-5FAC4; and

WHEREAS, it is the recommendation of the Facilities and Purchasing Departments to use H & C Earthworks and Construction, LLC, who submitted the lowest bid.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes entering into a contract with H & C Earthworks and Construction, LLC, 13111 Watson Road, Bath, Michigan 48808, to replace and repair some areas of concrete around the Mason Courthouse for a not to exceed cost of \$5,960.00 for the time period of June 1 through June 18, 2010.

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

RESOLUTION STAFF REVIEW

DATE May 7, 2010

Agenda Item Title: Resolution Awarding a Contract to PM Technologies to Provide Generator Services for Various Back Up Generators Throughout Ingham County

Submitted by: Facilities Department

Committees: LE____, JD____, HS____, CS_ X_, Finance_ X__

Summary of Proposed Action:

This resolution will authorize entering into a three (3) year contract with PM Technologies for the preventative maintenance, repair and emergency services for (13) back-up generators located at various County facilities. This contract would include the four Emergency Services E911 back-up generators. Load Bank testing on an as-needed basis is also included in this contract. Contract time period will be August 1, 2010 through July 31, 2013, with an option of a two-year renewal.

Financial Implications:

- Funds for the nine (9) various county back-up generators (Hilliard, Human Services Building, Jail, Veterans Memorial Courthouse and the Youth Center are located within the appropriate operating building budgets, 931100 Maintenance Contractual (\$10,075.00 total for three years);
- The four Emergency 911 back-up generators (Pennsylvania Avenue, Dobie Road, Leslie and Dansville sites) are available in line item 261-34600-818000 (\$3,735.00 total for three years).
- Load Bank testing on an as needed basis at a cost not to exceed \$425.00 per generator.
- Cost not to exceed \$13,810.00.

Other Implications:

PM Technologies of Wixom, Michigan submitted the lowest bid.

Staff Recommendation: JLN X TL ____ TM____ JC ____

Staff recommends approval of the resolution. As required by the Board Ethics Policy, the role of the Board is to accept or reject the recommendation. If the recommendation is rejected, the committee should state the reason(s) for the rejection and instruct the staff to review the recommendation.

MEMORANDUM

TO: County Services and Finance Committees
FROM: Jim Hudgins, Director, Purchasing Department
DATE: May 6, 2010
SUBJECT: Bid Summary – Generator Preventative Maintenance Service

Project Description:

This project is for entering into a 3-year contract with a qualified firm for the preventative maintenance, repair and emergency services for (13) back-up generators located at various County facilities. (Included in the inventory are (4) Emergency Services E-9-1-1 back-up generators.) Load bank testing on an as-needed basis is also included.

Bid Summary:

Vendors contacted: 22 Local: 4
Vendors responding: 5 Local: 1

Table with 4 columns: Company Name, Maintenance 3-Year Cost, Load Bank Testing Per Generator, Local. Rows include PM Technologies, Wolverine Power Systems, Cummins Bridgeway, LLC, W.W. Williams, and Michigan CAT.

Some of the local firms contacted who did not respond to this solicitation cited that they do not provide generator preventative maintenance services.

Recommendation:

Award a 3-year contract with an option to renew for 2 additional years to PM Technologies for \$13,810 for preventative maintenance, repair and emergency repairs and \$425 per generator on an as-needed basis for load bank testing.

Advertisement:

The RFP was advertised in the Lansing State Journal, El Central, various construction news services, and posted on the Purchasing Department Web Page.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AWARDING A CONTRACT TO PM TECHNOLOGIES TO PROVIDE GENERATOR SERVICES FOR VARIOUS BACK UP GENERATORS THROUGHOUT INGHAM COUNTY

WHEREAS, the County has thirteen back-up generators located at various County facilities which includes four Emergency Services 911 back-up generators; and

WHEREAS, these thirteen generators require regular preventative maintenance, repair and emergency services; and

WHEREAS, the cost to provide these services is \$13,810.00 for a three year period; and

WHEREAS, load bank testing is available on an as needed basis for a cost of \$425.00 per generator; and

WHEREAS, the funds for the nine (9) various county back-up generators (Hilliard, Human Services Building, Jail, Veterans Memorial Courthouse and the Youth Center are located within the appropriate operating building budgets, 931100 Maintenance Contractual (\$10,075.00 total for three years); and

WHEREAS, the funds for the four Emergency 911 back-up generators (Pennsylvania Avenue, Dobie Road, Leslie and Dansville sites) are available in line item 261-34600-818000 (\$3,735.00 total for three years); and

WHEREAS, the contract term would be for three (3) years, for a cost not to exceed \$13,810.00, the contract will include an option to renew for an additional two (2) years with a mutual agreement between the County and the Contractor.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes entering into a three year contract with PM Technologies, 29395 Wall Street, Wixom, Michigan 48393, for a total cost of \$13,810.00, for the time period August 1, 2010 through July 31, 2013, with an option of a two-year renewal.

BE IT FURTHER RESOLVED, PM Technologies will provide load bank testing on an as needed basis at a cost not to exceed \$425.00 per generator.

BE IT FURTHER RESOLVED, PM Technologies will provide regular preventative maintenance, repair and emergency services for the County's thirteen generators.

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

RESOLUTION STAFF REVIEW

DATE May 7, 2010

Agenda Item Title: Resolution Updating Various Fees for County Services

Submitted by: Controller/Administrator's Office

Committees: LE X, JD X, HS X, CS X, Finance X

Summary of Proposed Action: This resolution will authorize the adjustment of various fees for county services to be effective for the Health Department and Friend of the Court on October 1, 2010, and for all other departments on January 1, 2011. These adjustments are based on an update of the "Cost of Services Analysis" completed by Maximus in 2002. Updated costs were then multiplied by the target percent of cost to be recovered by the fee for services as identified by the Board of Commissioners. Input was solicited from county departments and offices as part of the process of making these recommended adjustments. A full analysis of each fee was presented to all committees at the previous round of meetings. In the Human Services and Finance packets, the full analysis for the Health Department is presented here again, as several changes have been made to the Environmental Health Fees schedule since the last presentation.

Financial Implications: If the fee adjustments are passed as proposed, additional annual revenue would total approximately \$493,088. This total changed slightly from the \$498,775 calculated for the previous round of meetings due to the update of target percentages and cost calculations for certain Environmental Health Fees as well as some added and deleted fees. These are shown in the detailed attachment from the Health Department. This additional revenue will be recognized in the 2011 Controller Recommended Budget.

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

Staff Recommendation: JLN TL TM X JC
Staff recommends approval of the 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, this process begins with the calculation of a cost increase factor, which is equal to the previous three year average increase in General Fund Adopted Budget for the appropriate departments; 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/Administrator, 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/Administrator makes final recommendations to the Board of Commissioners; and

WHEREAS, the Controller/Administrator’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/Administrator'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 Attachments A and B at the rates established effective January 1, 2011, with the exception of the Health Department and Friend of the Court where new rates will be effective October 1, 2010.

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.

Location of Service	Fee Description	2010 Fee	2011 Fee	Target Percent
Animal Control	RABIES DECAP	\$30.00	\$40.00	100.0%
Animal Control	TRANQ. AT-LARGE FEE	\$15.00	\$30.00	100.0%
Animal Control	Rabies vaccination on redeemed dogs	\$0.00	10.00	100.0%
Animal Control	Bordatella Vaccination on redeemed dogs	\$0.00	5.00	100.0%
Pros Atty	Diversion - Service Fee-Misdemeanor Offender	\$420.00	\$440.00	50.0%
Pros Atty	Diversion - Service Fee-Felony Offender	\$730.00	\$750.00	50.0%
Pros Atty	Costs-eligible convictions - Guilty Plea	\$100.00	\$105.00	75.0%
Jail	Day Rate	\$50.00	\$52.44	100.0%
Sheriff	Costs for Command	55.00	\$62.35	100.0%
Coop. Ext.	Soil Box Analysis	\$12.00	\$15.00	100.0%
Comm. Health	Conting Ed. Fee Diseased Control/Imm.	\$12.00	\$13.00	100.0%
Comm. Health	INS Vaccination Verif Form I-693	\$31.00	\$33.00	100.0%
Comm. Health	Immuniz Record Copying Fee	\$3.00	\$4.00	100.0%
Comm. Health	MIHP Tran. Bus/Van	\$29.72	\$31.29	100.0%
Comm. Health	MIHP - Trans Taxi	\$27.18	\$28.62	100.0%
Comm. Health	MIHP Trans. Volunteer	\$0.29	\$0.31	100.0%
Comm. Health	Compreh Envir Investigation	\$255.00	\$265.00	100.0%
Comm. Health	Assessment of Home	\$105.00	\$110.00	100.0%
Comm. Health	Immigration Physical Exams	\$165.00	\$170.00	100.0%
Imm. Clinic	Internat'l Travel Consult	\$52.00	\$55.00	100.0%
Imm. Clinic	Influenza - Mass Vacc. Clinic	\$34.00	market price	75.0%
Med Examiner	Cremation Permits	\$22.00	\$23.00	100.0%
Med Examiner	Autopsy Report Copies (family)	\$14.00	\$15.00	100.0%
Med Examiner	Autopsy Report Copies (others)	\$37.00	\$39.00	100.0%
Env. Health	FSE Initial License incl.2 hrs Plan Rev	\$1,150.00	\$1,200.00	50.0%
Env. Health	FSE Initial Restricted License	\$590.00	\$620.00	50.0%
Env. Health	FSE Initial License (Mobile)	\$415.00	\$430.00	50.0%
Env. Health	FSE-Multiple facility renewal license	\$180.00	\$190.00	50.0%
Env. Health	FSE Renewal Lic -At least \$750,000	\$950.00	\$1,000.00	50.0%
Env. Health	FSE Renewal Lic-At least \$500,000,less than \$750,000	\$800.00	\$840.00	50.0%
Env. Health	FSE Renewal Lic-At least \$250,000,less than \$500,000	\$620.00	\$650.00	50.0%

Location of Service	Fee Description	2010 Fee	2011 Fee	Target Percent
Env. Health	FSE Renewal Lic-Less than \$250,000	\$425.00	\$450.00	50.0%
Env. Health	Fixed Food Svc Estab-Nonprofit	\$250.00	\$230.00	25.0%
Env. Health	FSE Seasonal Renewal -Gross sales exc. \$750,000	\$590.00	\$600.00	50.0%
Env. Health	FSE Seasnl renewal- at least \$500,000,less \$750,000	\$480.00	\$500.00	50.0%
Env. Health	FSE Seasnl Renewal -at least \$250,000,less \$500,000	\$370.00	\$390.00	50.0%
Env. Health	FSE Seasonal renewal -less than \$250,000	\$265.00	\$275.00	50.0%
Env. Health	profit	\$92.00	\$130.00	25.0%
Env. Health	FSE - DOE Schools Program - Production Kitchen	\$450.00	\$490.00	50.0%
Env. Health	FSE - DOE Schools Program - Satellite Kitchen	\$300.00	\$310.00	50.0%
Env. Health	Change of Ownership of FSE	\$350.00	\$360.00	50.0%
Env. Health	Initial Lic Fee Exmpt (plan revw only) Govt hourly rate	\$102.00	\$105.00	100.0%
Env. Health	Late licence renewal fee	\$120.00	\$125.00	100.0%
Env. Health	Public Pool Inspection	\$200.00	\$210.00	100.0%
Env. Health	Each add'l pool at same location	\$100.00	\$105.00	100.0%
Env. Health	Pool Reinspection (after violation)	\$100.00	\$105.00	100.0%
Env. Health	DHS Licensing Inspection - municipal	\$190.00	\$200.00	100.0%
Env. Health	DHS Licensing Inspection-well & septic	\$315.00	\$330.00	100.0%
Env. Health	DHS Licensing well & septic only	\$125.00	\$130.00	100.0%
Env. Health	DHS Licensing re-inspection fee hourly rate	\$100.00	\$105.00	100.0%
Env. Health	DHS Initial Licensing Plan Review	\$350.00	\$380.00	100.0%
Env. Health	STFU late inspection request	\$200.00	\$210.00	100.0%
Env. Health	Special food svc estab surchrg 2nd step of enforcement	\$220.00	\$230.00	100.0%
Env. Health	Special food svc estab surchrg 3rd step of enforcement	\$450.00	\$460.00	100.0%
Env. Health	Tattooing Business Initial License	\$750.00	\$780.00	100.0%
Env. Health	Tattooing Lic-late renewal-additional	\$120.00	\$125.00	100.0%

Location of Service	Fee Description	2010 Fee	2011 Fee	Target Percent
Env. Health	Tattooing w/o initial license/reinstatement of revoked	\$500.00	\$525.00	100.0%
Env. Health	Tattooing non-compliant with inspection	\$100.00	\$105.00	100.0%
Env. Health	Temp FSE - Non-Profit	\$120.00	\$105.00	25.0%
Env. Health	Temp Nonprf FSE-Ops Beg Bef Licg (double)	\$190.00	\$200.00	100.0%
Env. Health	Temp FSE- Preparation Type	\$200.00	\$215.00	50.0%
Env. Health	Temp FSE-Ops Began Before Licg (double)	\$400.00	\$420.00	100.0%
Env. Health	Temp FSE-each add'l lic.after 2 at 1 loc	\$66.00	\$69.00	50.0%
Env. Health	Temp Event Inspection Request - Late Fee-profit	N/A	\$400.00	100.0%
Env. Health	Temp Event Inspection Request - Late Fee-Nonprofit	N/A	\$200.00	100.0%
Env. Health	Vending:1-3 Licensable Mach. in Same Loc.	\$74.00	\$78.00	50.0%
Env. Health	Vending: 4-6 Licensable Mach. in Same Loc.	\$95.00	\$100.00	50.0%
Env. Health	Vending: 7-10 Licensable Mach. in Same Loc.	\$130.00	\$135.00	50.0%
Env. Health	Failing to apply - vending lic.	N/A	\$180.00	100.0%
Env. Health	Sewage Only (new)	\$500.00	\$540.00	100.0%
Env. Health	Well Only (new)	\$500.00	\$540.00	100.0%
Env. Health	Vacant Land Evaluation	\$500.00	\$520.00	100.0%
Env. Health	On-Site Sewage repair/replace	\$480.00	\$520.00	100.0%
Env. Health	Repair - Well	\$180.00	\$190.00	100.0%
Env. Health	Altern On-site Sewage Syst Plan Revw	\$380.00	\$400.00	100.0%
Env. Health	Hourly Rate Over Standard Service	\$102.00	\$105.00	100.0%
Env. Health	Subdivision Evaluation of Preliminary Plat	\$200.00	\$210.00	100.0%
Env. Health	Bathing Area Operational Permit	\$200.00	\$210.00	100.0%
Env. Health	Reinstmt of bathing area permit	\$102.00	\$105.00	100.0%
Env. Health	Sanitary Surv for Prop. Bathg Beach	\$400.00	\$420.00	100.0%
Env. Health	Munic Requ Eval. of Well/Septic	\$102.00	\$105.00	100.0%
Env. Health	Septic or Well ownershp trsfr,not installed at time of transfer.	\$170.00	\$175.00	100.0%
Env. Health	Septic tank repair or replacement inspection fee	\$260.00	\$265.00	100.0%

Location of Service	Fee Description	2010 Fee	2011 Fee	Target Percent
Env. Health	Campground Inspection 0-99 Sites	\$135.00	\$140.00	100.0%
Env. Health	Campground Inspection 100-199 Sites	\$205.00	\$215.00	100.0%
Env. Health	Campground Inspection 200+ Sites	\$270.00	\$280.00	100.0%
Env. Health	Campground 0-99 sites -after July 1 fine for late inspection -150%	N/A	\$210.00	150.0%
Env. Health	Campground 100-199 Sites after July 1 fine for late inspection	N/A	\$322.00	150.0%
Env. Health	Campground 200+ Sites after July 1 fine for late inspection 150%	N/A	\$420.00	150.0%
Env. Health	Campground 0-99 Sites after Sept 1 fine for late inspection 200%	N/A	\$280.00	200.0%
Env. Health	Campground 100-199 Sites after Sept 1 fine for late inspection 200%	N/A	\$430.00	200.0%
Env. Health	Campground 200+ Sites fine for late inspection after Sept 1 -200%	N/A	\$560.00	200.0%
Env. Health	Collection of water samples for Type II Non-Community Water Sampling per hr	\$102.00	\$105.00	100.0%
Env. Health	Type II Non Community - Sanitary Survey	\$400.00	\$420.00	100.0%
		flat rate	flat rate	
Env. Health	Board of Health appeal fee	\$115.00	\$119.00	100.0%
Env. Health	Reinstatmt of Susp FSE	\$500.00	\$560.00	100.0%
Env. Health	Surchrge-Fail submit plans/chg own	\$500.00	\$540.00	100.0%
Env. Health	Surcharge-Fail of applic - vending	\$170.00	\$180.00	100.0%
Env. Health	Critical Follow-up Inspection fee	\$120.00	\$130.00	100.0%
Env. Health	Reinstmt of Susp Tattooing License	\$190.00	\$195.00	100.0%
Env. Health	Point of Sale- appl processing fee	\$175.00	\$180.00	100.0%
Env. Health	Point of Sale- on site evaluation well & waste treatment system by ICHD	\$350.00	\$360.00	100.0%
Env. Health	Waste Treatment Inspection by ICHD (excludes pumping fees)	\$200.00	\$210.00	100.0%
Env. Health	Well Inspection by ICHD (includes water samples for bacteria and partial chemicals)	\$145.00	\$150.00	100.0%
Env. Health	Point of Sale- follow up/hr. - Extension Evaluations	\$95.00	\$105.00	100.0%

Location of Service	Fee Description	2010 Fee	2011 Fee	Target Percent
Env. Health	Point of Sale- Annl Inspector renwl fee	\$115.00	\$120.00	100.0%
Health Ed.	License- Tobacco Sales- 1yr.- Retailer	\$280.00	\$290.00	100.0%
Health Ed.	License- Tobacco Sales- 1yr.- Vend. Mach.	\$280.00	\$290.00	100.0%
Health Ed.	Tobacco -Temporary Sampling Permit Fee	\$110.00	\$115.00	100.0%
Vet. Affairs	County User Fee	\$20.52	\$22.06	100.0%

ATTACHMENT B: FEES FOR WHICH AN ADJUSTMENT IS RECOMMENDED

Location of Service	Fee Description	2010 Fee	2011 Fee	Target Percent
Family Division	Delinquency Costs	\$150.00	\$175.00	100.0%
Family Division	Tether	\$15.00	\$20.00	25.0%
FOC	FOC Bench Warrants	\$225.00	\$250.00	100.0%

A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	2011 County Fee Analysis												
2	Human Services Committee												
3	FEES PROPOSED TO INCREASE ARE IN BOLD												
4	Location of Service	Fee Description	2010 Cost	2011 Cost Increase Factor	2011 Cost	Target Percent	2010 Fee	2011 Calc. Fee	2011 Initial Prop. Fee	Units	Department Recommend.	Controller Recommend.	Additional Revenue
7	Comm. Health	GC Prob Tech (3)	\$17.66	5.29%	\$18.60	100.0%	COST	COST	COST	1,000	COST	COST	
8	Comm. Health	Conting Ed. Fee Diseased Control/Imm. (4)	\$12.76	5.29%	\$13.43	100.0%	\$12.00	\$13.43	\$13.00	150	\$13.00	\$13.00	\$150
9	Comm. Health	INS Vaccination Verif Form I-693 (8)	\$31.89	5.29%	\$33.58	100.0%	\$31.00	\$33.58	\$33.00	300	\$33.00	\$33.00	\$600
10	Comm. Health	Immuniz Record Copying Fee (4)	\$3.83	5.29%	\$4.03	100.0%	\$3.00	\$4.03	\$4.00	750	\$4.00	\$4.00	\$750
11	Comm. Health	MIHP Tran. Bus/Van (5)	\$29.72	5.29%	\$31.29	100.0%	\$29.72	\$31.29	\$31.29	400	\$31.29	\$31.29	\$628
12	Comm. Health	MIHP - Trans Taxi (5)	\$27.18	5.29%	\$28.62	100.0%	\$27.18	\$28.62	\$28.62	70	\$28.62	\$28.62	\$101
13	Comm. Health	MIHP Trans. Volunteer (5)	\$0.29	5.29%	\$0.31	100.0%	\$0.29	\$0.31	\$0.31	50	\$0.31	\$0.31	\$1
14	Comm. Health	Compreh Envir Investigation (5)	\$255.12	5.29%	\$268.61	100.0%	\$255.00	\$268.61	\$265.00	11	\$265.00	\$265.00	\$110
15	Comm. Health	Assessment of Home (5)	\$108.42	5.29%	\$114.16	100.0%	\$105.00	\$114.16	\$110.00	5	\$110.00	\$110.00	\$25
16	Comm. Health	Immigration Physical Exams (8)	\$168.65	5.29%	\$177.57	100.0%	\$165.00	\$177.57	\$170.00	10	\$170.00	\$170.00	\$50
17	Imm. Clinic	Internat'l Travel Consult	\$52.53	5.29%	\$55.31	100.0%	\$52.00	\$55.31	\$55.00	350	\$55.00	\$55.00	\$1,050
18	Imm. Clinic	Influenza - Mass Vacc. Clinic (9)	\$45.56	5.29%	\$47.97	75.0%	\$34.00	\$35.98	\$35.00	4,000	market price	market price	\$0
19	Med Examiner	Cremation Permits	\$22.25	7.06%	\$23.82	100.0%	\$22.00	\$23.82	\$23.00	950	\$23.00	\$23.00	\$950
20	Med Examiner	Autopsy Report Copies (family)	\$14.83	7.06%	\$15.88	100.0%	\$14.00	\$15.88	\$15.00	50	\$15.00	\$15.00	\$50
21	Med Examiner	Autopsy Report Copies (others)	\$37.09	7.06%	\$39.70	100.0%	\$37.00	\$39.70	\$39.00	25	\$39.00	\$39.00	\$50
22	FOOD SERVICE OPERATIONS												
23	Env. Health	FSE Initial License incl.2 hrs Plan Rev	\$2,378.46	5.29%	\$2,504.24	50.0%	\$1,150.00	\$1,252.12	\$1,200.00	30	\$1,200.00	\$1,200.00	\$1,500
24	Env. Health	FSE Initial Restricted License	\$1,181.84	5.29%	\$1,244.34	50.0%	\$590.00	\$622.17	\$620.00	1	\$620.00	\$620.00	\$30
25	Env. Health	FSE Initial License (Mobile)	\$837.14	5.29%	\$881.41	50.0%	\$415.00	\$440.70	\$430.00	0	\$430.00	\$430.00	\$0
26	Env. Health	FSE-Multiple facility renewal license	\$369.33	5.29%	\$388.86	50.0%	\$180.00	\$194.43	\$190.00	0	\$190.00	\$190.00	\$0
27	Env. Health	FSE Renewal Lic -At least \$750,000 (1)	\$1,969.74	5.29%	\$2,073.90	50.0%	\$950.00	\$1,036.95	\$1,000.00	206	\$1,000.00	\$1,000.00	\$10,300
28	Env. Health	FSE Renewal Lic-At least \$500,000,less than \$750,000 (1)	\$1,612.72	5.29%	\$1,698.01	50.0%	\$800.00	\$849.00	\$840.00	67	\$840.00	\$840.00	\$2,680
29	Env. Health	FSE Renewal Lic-At least \$250,000, less than \$500,000 (1)	\$1,243.40	5.29%	\$1,309.15	50.0%	\$620.00	\$654.58	\$650.00	115	\$650.00	\$650.00	\$3,450
30	Env. Health	FSE Renewal Lic-Less than \$250,000 (1)	\$886.38	5.29%	\$932.26	50.0%	\$425.00	\$466.63	\$450.00	70	\$450.00	\$450.00	\$5,025
31	Env. Health	Fixed Food Svc Estab-Nonprofit	\$886.38	5.29%	\$933.25	25.0%	\$250.00	\$233.31	\$230.00	201	\$230.00	\$230.00	(\$1,400)
32	Env. Health	Change of Ownership of FSE	\$704.18	5.29%	\$741.42	50.0%	\$350.00	\$370.71	\$360.00	32	\$360.00	\$360.00	\$320
33	Env. Health	Reinstatemt of Susp FSE	\$529.01	5.29%	\$556.98	100.0%	\$500.00	\$556.98	\$560.00	2	\$560.00	\$560.00	\$120
34	Env. Health	Surcharge-Fail submit plans/chg own	\$521.98	5.29%	\$549.58	100.0%	\$500.00	\$549.58	\$540.00	1	\$540.00	\$540.00	\$40
35	Env. Health	Critical Follow-up Inspection fee	\$124.34	5.29%	\$130.92	100.0%	\$120.00	\$130.92	\$130.00	25	\$130.00	\$130.00	\$250
36	Env. Health	FSE Seasn'l Renewal -Gross sales exc. 750,000	\$1,181.84	5.29%	\$1,244.34	50.0%	\$590.00	\$622.17	\$600.00	0	\$600.00	\$600.00	\$0
37	Env. Health	FSE Seasn'l Renewal -at least \$500,000 - 750,000	\$967.63	5.29%	\$1,018.81	50.0%	\$480.00	\$509.40	\$500.00	0	\$500.00	\$500.00	\$0
38	Env. Health	FSE Seasn'l Renewal -at least \$250,000,less \$500,000	\$746.04	5.29%	\$785.49	50.0%	\$370.00	\$392.75	\$390.00	5	\$390.00	\$390.00	\$100
39	Env. Health	FSE Seasonal renewal -less than \$250,000	\$531.83	5.29%	\$559.95	50.0%	\$265.00	\$279.98	\$275.00	2	\$275.00	\$275.00	\$20
40	Env. Health	FSE Seasonal Renewal -Non-profit	\$531.83	5.29%	\$559.95	25.0%	\$92.00	\$139.99	\$130.00	2	\$130.00	\$130.00	\$76
41	Env. Health	FSE - DOE Schools Program - Production Kitchen	\$951.27	5.29%	\$1,001.58	50.0%	\$450.00	\$500.79	\$490.00	89	\$490.00	\$490.00	\$3,560
42	Env. Health	FSE - DOE Schools Program - Satellite Kitchen	\$600.32	5.29%	\$632.06	50.0%	\$300.00	\$316.03	\$310.00	50	\$310.00	\$310.00	\$500
43	Env. Health	Initl Lic Fee Exmpt(plan revw only) Govt hourly rate	\$102.18	5.29%	\$107.58	100.0%	\$102.00	\$107.58	\$107.58	1	\$105.00	\$105.00	\$3
44	Env. Health	Late licence renewal fee	\$120.00	5.29%	\$126.35	100.0%	\$120.00	\$126.35	\$125.00		\$125.00	\$125.00	
45	Env. Health	Temp FSE non- profit	\$400.00	5.29%	\$421.15	25.0%	\$120.00	\$105.29	\$105.00	44	\$105.00	\$105.00	(\$660)
46	Env. Health	Temp Non Profit FSE Operation before License	\$190.00	5.29%	\$200.05	100.0%	\$190.00	\$200.05	\$205.00	0	\$200.00	\$200.00	\$0
47	Env. Health	Temp FSE- Preparation Type (2)	\$411.92	5.29%	\$433.71	50.0%	\$200.00	\$216.85	\$215.00	50	\$215.00	\$215.00	\$750
48	Env. Health	Temp FSE-Ops Began Before Licg (double)	\$400.00	5.29%	\$421.15	100.0%	\$400.00	\$421.15	\$420.00	0	\$420.00	\$420.00	\$0
49	Env. Health	Temp FSE-each add'l lic.after 2 at 1 loc	\$132.96	5.29%	\$139.99	50.0%	\$66.00	\$69.99	\$69.00	12	\$69.00	\$69.00	\$36

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
50	Env. Health	Temp Event Ins Req - Late Fee profit	n/a	5.29%	\$400.00	100.0%	N/A	\$400.00	\$400.00	0	\$400.00	\$400.00	\$0	
51	Env. Health	Temp Event Ins Req - Late Fee non profit	n/a	5.29%	\$200.00	100.0%	N/A	\$200.00	\$200.00	0	\$200.00	\$200.00	\$0	
52	Env. Health	Temp. Food Svc Establmt- Fee-Exempt	\$0.00	5.29%	\$0.00	0.0%	\$0.00	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0	
53	Env. Health	Initial STFU license	\$135.00	5.29%	\$135.00	100.0%	\$135.00	\$135.00	\$135.00	8	\$135.00	\$135.00	\$0	
54	Env. Health	STFU late inspection request (10)	\$200.00	5.29%	\$210.58	100.0%	\$200.00	\$210.58	\$210.00	6	\$210.00	\$210.00	\$60	
55	Env. Health	STFU in season inspection (12)	\$90.00	n/a	\$90.00	100.0%	\$90.00	\$90.00	\$90.00	97	\$90.00	\$90.00	\$0	
56	Env. Health	STFU Renewal	\$110.00	n/a	\$110.00	100.0%	\$110.00	\$110.00	\$110.00	65	\$110.00	\$110.00	\$0	
57	Env. Health	Special food svc estab surchrg step 2 of enforcement	\$227.82	5.29%	\$239.87	100.0%	\$220.00	\$239.87	\$230.00	1	\$230.00	\$231.00	\$11	
58	Env. Health	Special food svc estab surchrg step 3 of enforcement	\$455.65	5.29%	\$479.75	100.0%	\$450.00	\$479.75	\$460.00	0	\$460.00	\$473.00	\$0	
59		VENDING												
60	Env. Health	Vending:1-3 Licensable Mach. in Same Loc.	\$148.67	5.29%	\$156.53	50.0%	\$74.00	\$78.27	\$78.00	64	\$78.00	\$78.00	\$256	
61	Env. Health	Vending: 4-6 Licensable Mach. in Same Loc.	\$197.91	5.29%	\$208.38	50.0%	\$95.00	\$104.19	\$100.00	9	\$100.00	\$100.00	\$45	
62	Env. Health	Vending: 7-10 Licensable Mach. in Same Loc.	\$260.97	5.29%	\$274.77	50.0%	\$130.00	\$137.39	\$135.00	0	\$135.00	\$135.00	\$0	
63	Env. Health	Vending: Larger Loc (Add'l Machine > 10)	n/a	5.29%	\$6.00	100.0%	\$6.00	\$136.10	\$6.00	0	\$6.00	\$6.00	\$0	
64	Env. Health	Failing to apply - vending lic.	\$172.35	5.29%	\$172.36	100.0%	N/A	\$172.36	\$180.00	0	\$180.00	\$180.00	\$0	
65		TATTOO												
66	Env. Health	Tattooing Business Int. Lic.+plan rev (10)	\$750.00	5.29%	\$789.67	100.0%	\$750.00	\$789.67	\$780.00	0	\$780.00	\$780.00	\$0	
67	Env. Health	Tattooing Business License Renewal (1)	\$400.00	5.29%	\$400.00	100.0%	\$380.00	\$400.00	\$400.00	7	\$400.00	\$400.00	\$140	
68	Env. Health	Tattooing Lic-late renewal-additional	\$120.00	5.29%	\$120.00	100.0%	\$120.00	\$120.00	\$125.00	0	\$125.00	\$125.00	\$0	
69	Env. Health	Tattooing w/o initial license/reinstatement of revoked (10)	\$500.00	5.29%	\$526.49	100.0%	\$500.00	\$526.49	\$525.00	0	\$525.00	\$525.00	\$0	
70	Env. Health	Tattooing non-compliant with inspection (10)	\$100.00	5.29%	\$105.29	100.0%	\$100.00	\$105.29	\$105.00	0	\$105.00	\$105.00	\$0	
71	Env. Health	Reinstmt of Susp Tattooing License	\$191.75	5.29%	\$201.89	100.0%	\$190.00	\$201.89	\$195.00	0	\$195.00	\$195.00	\$0	
72		POOL												
73	Env. Health	Public Pool Inspection	\$204.36	5.29%	\$215.17	100.0%	\$200.00	\$215.17	\$210.00	130	\$210.00	\$210.00	\$1,300	
74	Env. Health	Each add'l pool at same location	\$102.18	5.29%	\$107.58	100.0%	\$100.00	\$107.58	\$105.00	51	\$105.00	\$105.00	\$255	
75	Env. Health	Pool Reinspection (after violation)	\$102.18	5.29%	\$107.58	100.0%	\$100.00	\$107.58	\$105.00	7	\$105.00	\$105.00	\$35	
76		DHS Licensing												
77	Env. Health	DHS licensing Inspection-municipal system	\$199.44	5.29%	\$209.98	100.0%	\$190.00	\$209.98	\$200.00	58	\$200.00	\$200.00	\$580	
78	Env. Health	DHS licensing Inspection-well & septic	\$315.00	5.29%	\$331.66	100.0%	\$315.00	\$331.66	\$330.00	46	\$330.00	\$330.00	\$690	
79	Env. Health	DHS Licensing Inspection well & septic only	\$125.57	5.29%	\$132.21	100.0%	\$125.00	\$132.21	\$130.00	0	\$130.00	\$130.00	\$0	
80	Env. Health	DHS Licensing re-inspection fee hourly rate	\$101.38	5.29%	\$106.74	100.0%	\$100.00	\$106.74	\$105.00	0	\$105.00	\$105.00	\$0	
81	Env. Health	DHS Initial Licensing Plan Review	\$369.33	5.29%	\$388.86	100.0%	\$350.00	\$388.86	\$380.00	0	\$380.00	\$380.00	\$0	
82		DEMAND PROGRAM												
83	Env. Health	Sewage Only (new)	\$523.21	5.29%	\$550.88	100.0%	\$500.00	\$550.88	\$540.00	25	\$540.00	\$540.00	\$1,000	
84	Env. Health	Well Only (new)	\$523.21	5.29%	\$550.88	100.0%	\$500.00	\$550.88	\$540.00	25	\$540.00	\$540.00	\$1,000	
85	Env. Health	Vacant Land Evaluation	\$503.86	5.29%	\$530.50	100.0%	\$500.00	\$530.50	\$520.00	25	\$520.00	\$520.00	\$500	
86	Env. Health	On-Site Sewage repair/replace	\$498.59	5.29%	\$524.96	100.0%	\$480.00	\$524.96	\$520.00	75	\$520.00	\$520.00	\$3,000	
87	Env. Health	Repair - Well	\$184.66	5.29%	\$194.43	100.0%	\$180.00	\$194.43	\$190.00	100	\$190.00	\$190.00	\$1,000	
88	Env. Health	Altern On-site Sewage Syst Plan Revw (4)	\$382.68	5.29%	\$402.91	100.0%	\$380.00	\$402.91	\$400.00	50	\$400.00	\$400.00	\$1,000	
89	Env. Health	Hourly Rate Over Standard Service	\$102.18	5.29%	\$107.58	100.0%	\$102.00	\$107.58	\$105.00	15	\$105.00	\$105.00	\$45	
90	Env. Health	Subdivision Evaluation of Preliminary Plat	\$204.36	5.29%	\$215.17	100.0%	\$200.00	\$215.17	\$210.00	0	\$210.00	\$210.00	\$0	
91	Env. Health	Munic Requ Eval. of Well/Septic	\$102.18	5.29%	\$107.58	100.0%	\$102.00	\$107.58	\$105.00	10	\$105.00	\$105.00	\$30	
92	Env. Health	Septic or Well ownershp trsfr,not installed at time of transfer (10)	\$170.87	5.29%	\$179.90	100.0%	\$170.00	\$179.90	\$175.00	5	\$175.00	\$175.00	\$25	
93	Env. Health	Septic tank repair or replacement inspection fee (10)	\$262.00	5.29%	\$275.85	100.0%	\$260.00	\$275.85	\$265.00	10	\$265.00	\$265.00	\$50	

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
94		BATHING BEACHES												
95	Env. Health	Bathing Area Operational Permit	\$204.36	5.29%	\$215.17	100.0%	\$200.00	\$215.17	\$210.00	0	\$210.00	\$210.00	\$0	
96	Env. Health	Reinstmt of bathing area permit	\$102.18	5.29%	\$107.58	100.0%	\$102.00	\$107.58	\$105.00	0	\$105.00	\$105.00	\$0	
97	Env. Health	Sanitary Surv for Prop. Bathg Beach	\$408.72	5.29%	\$430.34	100.0%	\$400.00	\$430.34	\$420.00	0	\$420.00	\$420.00	\$0	
98														
99		CAMPGROUND												
100	Env. Health	Campground Inspection 0-99 Sites	\$138.53	5.29%	\$145.86	100.0%	\$135.00	\$145.86	\$140.00	3	\$140.00	\$140.00	\$15	
101	Env. Health	Campground Inspection 100-199 Sites	\$207.80	5.29%	\$218.79	100.0%	\$205.00	\$218.79	\$215.00	3	\$215.00	\$215.00	\$30	
102	Env. Health	Campground Inspection 200+ Sites	\$277.07	5.29%	\$291.72	100.0%	\$270.00	\$291.72	\$280.00	3	\$280.00	\$280.00	\$30	
103	Env. Health	Campground 0-99 sites -after July 1 fine for late inspection -150% (14)	n/a	0.00%	\$218.00	150.0%	N/A	\$218.00	\$218.00	0	\$210.00	\$210.00	\$0	
104	Env. Health	Campground 100-199 Sites after July 1 fine for late inspection 150% (14)	n/a	0.00%	\$328.00	150.0%	N/A	\$328.00	\$328.00	0	\$322.00	\$322.00	\$0	
105	Env. Health	Campground 200+ Sites after July 1 fine for late inspection 150% (14)	n/a	0.00%	\$437.00	150.0%	N/A	\$437.00	\$437.00	0	\$420.00	\$420.00	\$0	
106	Env. Health	Campground 0-99 Sites after Sept 1 fine for late inspection 200% (14)	n/a	0.00%	\$291.00	200.0%	N/A	\$291.00	\$291.00	0	\$280.00	\$280.00	\$0	
107	Env. Health	Campground 100-199 Sites after Sept 1 fine for late inspection 200% (14)	n/a	0.00%	\$437.00	200.0%	N/A	\$437.00	\$437.00	0	\$430.00	\$430.00	\$0	
108	Env. Health	Campground 200+ Sites fine for late inspection after Sept 1 -200% (14)	n/a	0.00%	\$583.00	200.0%	N/A	\$583.00	\$583.00	0	\$560.00	\$560.00	\$0	
109		MISC EH PROGRAMS												
110	Env. Health	Collection of water samples for Type II Non-Community Water Sampling per hr (10)	\$103.55	5.29%	\$109.03	100.0%	\$102.00	\$109.03	\$105.00	0	\$105.00	\$105.00	\$0	
111	Env. Health	Type II Non Community - Sanitary Survey	\$405.57	5.29%	\$427.02	100.0%	\$400.00	\$427.02	\$420.00	20	\$420.00	\$420.00	\$400	
112	Env. Health	Board of Health appeal fee (10)	\$115.45	5.29%	\$121.55	100.0%	\$115.00	\$121.55	\$119.00	0	\$119.00	\$119.00	\$0	
113		POINT OF SALE												
114	Env. Health	Point of Sale- appl processing fee (7)	\$179.76	5.29%	\$189.27	100.0%	\$175.00	\$189.27	\$180.00	400	\$180.00	\$180.00	\$2,000	
115	Env. Health	Point of Sale- on site evaluation well & waste treatment system by ICHD(7)	\$359.53	5.29%	\$378.54	100.0%	\$350.00	\$378.54	\$360.00	15	\$360.00	\$360.00	\$150	
116	Env. Health	Point of Sale -Waste Treatment Inspection by ICHD (excludes pumping fees)	\$209.73	5.29%	\$220.82	100.0%	\$200.00	\$220.82	\$210.00	0	\$210.00	\$210.00	\$0	
117	Env. Health	Point of Sale -Well Inspection by ICHD (includes water samples for bacteria and partial chemicals) (7)	\$149.80	5.29%	\$157.73	100.0%	\$145.00	\$157.73	\$150.00	0	\$150.00	\$150.00	\$0	
118	Env. Health	Point of Sale- follow up/hr. -Extension Evaluations (7)	\$102.18	5.29%	\$107.58	100.0%	\$95.00	\$107.58	\$105.00	25	\$105.00	\$105.00	\$250	
119	Env. Health	Point of Sale- Annl Inspector renwl fee (7)	\$119.84	5.29%	\$126.18	100.0%	\$115.00	\$126.18	\$120.00	14	\$120.00	\$120.00	\$70	
120		TOBACCO PROGRAM												
121	Health Ed. (EH)	License- Tobacco Sales- 1yr.-Retailer (11)	\$284.78	5.29%	\$299.84	100.0%	\$280.00	\$299.84	\$290.00	250	\$290.00	\$290.00	\$2,500	
122	Health Ed. (EH)	License- Tobacco Sales-1yr-Vend. Mach(11)	\$284.78	5.29%	\$299.84	100.0%	\$280.00	\$299.84	\$290.00	9	\$290.00	\$290.00	\$90	
123	Health Ed. (EH)	Tobacco-Temp Sampling Permit Fee (11)	\$113.91	5.29%	\$119.94	100.0%	\$110.00	\$119.94	\$115.00	2	\$115.00	\$115.00	\$10	
124														
125	OYC	Consultation Request (per hr.)	\$61.55	5.29%	\$64.81	100.0%	\$61.00	\$64.81	\$63.00	7	\$61.00	\$61.00	\$0	
126	OYC	Agency Training Request- Base, 1.5 hr.	\$184.67	5.29%	\$194.43	100.0%	\$180.00	\$194.43	\$185.00	8	\$180.00	\$180.00	\$0	
127	OYC	Agency Training Request- Base, 2.5 hr.	\$307.77	5.29%	\$324.04	100.0%	\$300.00	\$324.04	\$310.00	7	\$300.00	\$300.00	\$0	
128	OYC	Agency Training Request- Base, 3.0 hr.	\$374.30	5.29%	\$394.10	100.0%	\$370.00	\$394.10	\$380.00	10	\$370.00	\$370.00	\$0	
129	OYC	Agency Training Request- Base, 5.0 hr.	\$623.82	5.29%	\$656.81	100.0%	\$620.00	\$656.81	\$640.00	7	\$620.00	\$620.00	\$0	
130	OYC	Agency Train. Request- Base, 1.5 hr, each add.	\$13.18	5.29%	\$13.88	100.0%	\$13.00	\$13.88	\$13.00	0	\$13.00	\$13.00	\$0	
131	OYC	Agency Train. Request- Base, 2.5 hr, each add.	\$18.47	5.29%	\$19.44	100.0%	\$18.00	\$19.44	\$18.00	0	\$18.00	\$18.00	\$0	

RESOLUTION STAFF REVIEW

DATE: May 5, 2010

Agenda Item Title: Resolution to Adopt the 2011 Juvenile Justice Community Agency Process Calendar

Submitted by: Judiciary Committee

Committees: LE ____, JD X , HS__ CS ____, Finance X

Summary of Proposed Action:

This resolution would authorize the adoption of the attached 2011 Juvenile Justice Community Agency Process calendar to establish time lines for the process. This will be the fifth Juvenile Justice Community Agency process.

Financial Implications:

The 2009 year end unaudited fund balance is \$4,668,885 for the Juvenile Justice Millage Fund.

- First Juvenile Justice Community Agency Process reserved \$50,000.
- Second Juvenile Justice Community Agency Process reserved \$150,000 (18-month period).
- Third and Fourth Juvenile Justice Community Agency Process reserved \$100,000 (12-month period).

The fourth year grant awards were:

- Child and Family Services Capital Area \$50,000
- Resolution Services Center of Central Michigan \$21,750
- Lansing Teen Court \$28,250

Other Implications: Because the 2010 Operating Budget for Juvenile Justice Millage funded programs exceeds the budgeted revenue by about \$500,000 and that 2011 revenues are projected to be reduced, and it is likely that this \$100,000 appropriation will put some strains on adequately funding at continuation levels other existing Court programs that are funded in whole or partially with JJM funds.

Staff Recommendation: JLN X TL __ TM__ JC ____

Staff recommends consideration of the flat revenues for the JJM Millage before passing this resolution and/or the amount approved.

Introduced by the Judiciary and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT THE 2011 JUVENILE JUSTICE
COMMUNITY AGENCY PROCESS CALENDAR**

WHEREAS, a Juvenile Justice Millage was approved by the voters of Ingham County in November of 2002 and renewed in 2006, for the purpose of funding an increase to 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 Ingham County Board of Commissioners wishes to adopt a Resolution to establish the 2011 Juvenile Justice Community Agency Process and to reserve Juvenile Justice Millage funds in the amount of \$100,000 for this purpose.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby adopts the attached 2011 Juvenile Justice Community Agency Process Calendar to establish time lines for the process.

2011 JUVENILE JUSTICE COMMUNITY AGENCY PROCESS CALENDAR

May 25, 2010	The Board of Commissioners adopts the Juvenile Justice Community Agency Process Calendar Resolution.
May 26, 2010	A press release is prepared announcing the availability of Juvenile Justice Community Agency funds and invites community organizations to submit an application. The application deadline is June 30 2010, 5:00 p.m.
July 1, 2010	The Controller/Administrator's Office prepares a summary of the Juvenile Justice Community Agency applicants and forwards the summary to the County Attorney's Office to ensure that the agency's proposed purposes are legal under Michigan Law and comply with the intent of the Juvenile Justice Millage.
August 24, 2010	A Juvenile Justice Community Agency notebook is prepared by the Controller/Administrator's Office. The notebook includes all agencies who submitted applications for review by the Judiciary Committee. (Notebook is distributed at the August 24 Board of Commissioners' Meeting.)
September 16, 2010	The Judiciary Committee reviews the Juvenile Justice Community Agency applications and makes recommendations for funding. Juvenile Justice Community Agency applicants are invited to attend the Judiciary Committee meeting. The Judiciary Committee makes their recommendations by Resolution to the Finance Committee.
September 22, 2010	The Finance Committee approves the Resolution for Juvenile Justice Community Agency funding to the Board of Commissioners.
September 28, 2010	The Board of Commissioners authorizes a Resolution for the 2011 Juvenile Justice Community Agency grant awards.
October 1, 2010	The Juvenile Justice Community Agency applications are sent to the County Attorney's Office for contract preparation.
October 1, 2010	Juvenile Justice Community Agencies are notified of the County grant award and informs the agency that a County contract will be forthcoming in December.
December, 2010	Contracts are received from the County Attorney's Office and mailed to the Juvenile Justice Community Agencies for appropriate signatures. When the contracts are mailed, a request is made to agencies to mail their Certificate of Insurances and a Revised Scope of Services if the grant award is different than the original requested amount.
January, 2011	Fifty percent of the grant award is sent to the Juvenile Justice Community Agency upon receipt of the agency's signed contract and the appropriate documentation as listed above.
July 15, 2011	The Juvenile Justice Community Agencies send in their first six month report to the Controller/Administrator's Office and upon review by staff, a check for the remaining portion of the grant is sent to the agency.
January 18, 2012	The Juvenile Justice Community Agencies send in their year end report to the Controller/Administrator's Office.