

CHAIRPERSON
DEBBIE DE LEON

VICE-CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM
STEVE DOUGAN

COUNTY SERVICES COMMITTEE
DALE COPELAGE, CHAIR
ANDY SCHOR
VICTOR CELENTINO
MARK GREBNER
BRIAN McGRAIN
DONALD VICKERS

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE COUNTY SERVICES COMMITTEE WILL MEET ON TUESDAY, OCTOBER 19, 2010 AT 7:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [October 5, 2010](#) Minutes and Closed Session Minutes

Additions to the Agenda

Limited Public Comment

1. Circuit Court/Family Division
 - a. Resolution Authorizing Acceptance of a Michigan [Drug Court Grant](#) for the Ingham County Family Dependency Treatment Court
 - b. Request to Waive the Hiring Freeze for One Senior [Juvenile Court Officer](#) and Two Juvenile Court Officer Positions
2. Ingham County Treasurer - Resolution Making a Limited Tax Pledge for Brownfield Redevelopment Authority [Bonds](#)
3. Ingham County Farmland and Open Space Preservation (FOSP) Board
 - a. Resolution Approving Closing on Webb, Haynes and Clark [Farms](#)
 - b. Resolution Accepting \$502,667.00 and Approving Cooperative Agreement No. 735D211043 Amendment 1 between the United States of America and Ingham County for the Implementation of the Federal Farm and Ranchland Protection [Program](#)
4. Ingham County Parks & Recreation Commission
 - a. Resolution Authorizing the Purchase of an Accessible [Fishing Dock](#) for Lake Lansing Park-South
 - b. Resolution Authorizing the Approval of [Amendment #2](#) to the Michigan Natural Resources Trust Fund Project Agreement for the Expansion of Lake Lansing Park-North
 - c. Request to Waive the Hiring Freeze for Assistant [Park Manager II](#) Position
5. Health Department - Request for Waiver of the Hiring Freeze for a .50 FTE Disease Control [Nurse](#)

6. Facilities Department - Resolution Authorizing a Contract with [GAV Associates](#) to Provide Architectural & Engineering Services for Renovations to the Ingham County Family Center
7. Financial Services Department - Resolution Approving [FDI Group/CompOne Administrators, Inc.](#) as the Third Party Administrator for the County's Self Insured Workers' Compensation Insurance through December 31, 2011
8. County Services Committee
 - a. Resolution in Support of the Proposed Continuation [Millage](#) for the Potter Park Zoo
 - b. Request to Waive the Hiring Freeze in the [Board of Commissioners' Office](#)
9. Controller/Administrator's Office – Discussion: Resolution to Amend the Local Purchasing Preference in the County [Purchasing Policies](#)

Public Comment
Announcements
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

COUNTY SERVICES COMMITTEE
October 5, 2010
Minutes

Members Present: Dale Copedge, Andy Schor, Victor Celentino, Mark Grebner, Brian McGrain, Donald Vickers and Board Chairperson Debbie De Leon

Members Absent: None

Others Present: Becky Bennett, Mary Lannoye, Tony Lindsey, Mike Bryanton, Jill Rhode, Sally Auer, Mark Ferguson, Jennifer Ferguson, Dean Sienko, Renee Canady, Stuart Dunnings, III and others

The meeting was called to order by Chairperson Copedge at 7:02 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the September 21, 2010 Minutes

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. VICKERS, TO APPROVE THE SEPTEMBER 21, 2010 MINUTES AS SUBMITTED.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Schor

Additions to the Agenda

2. Additional Information – Resolution Approving the 2010 Amendment #2 to the Brownfield Redevelopment Plan for Ingham County Land Bank Authority Parcels in Lansing City Only
5. Pulled – Road Commission Update
- 6c. Late – Resolution to Authorize the Health Insurance Benefits to be Offered to Medicare Eligible Retirees in 2011

Limited Public Comment

None

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

1. Ingham County Clerk - Resolution to Authorize Reorganization within the Ingham County Clerk's Office
4. Health Department - Resolution to Authorize a 2010-2011 Agreement with the Michigan Department of Community Health for the Delivery of Public Health Services Under the Comprehensive Planning, Budgeting and Contracting (CPBC) Process

6. Financial Services Department
 - a. Resolution to Accept the Recommendation of the Ingham County Health Care Coalition for Employee Benefits for 2011 and Authorizing Letters of Agreement with Bargaining Units
 - c. Resolution to Authorize the Health Insurance Benefits to be Offered to Medicare Eligible Retirees in 2011

8. County Services Committee - Resolution Honoring Grant Gauthier-Smith

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Schor

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. GREBNER, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Schor

2. Ingham County Treasurer - Resolution Approving the 2010 Amendment #2 to the Brownfield Redevelopment Plan for Ingham County Land Bank Authority Parcels in Lansing City Only

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. MCGRAIN , TO APPROVE THE RESOLUTION APPROVING THE 2010 AMENDMENT #2 TO THE BROWNFIELD REDEVELOPMENT PLAN FOR INGHAM COUNTY LAND BANK AUTHORITY PARCELS IN LANSING CITY ONLY.

Ms. VanHalst, Land Bank, informed the Committee that the Brownfield Authority is looking to go out for a bond or borrowing on the city of Lansing. She indicated that they needed to amend the plan, because the actual taxable values on the parcels were greater than what they had expected.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Schor

7. Controller/Administrator's Office - 2010 3rd Quarter Budget Adjustments and Contingency Fund Update - Resolution Authorizing Adjustments to the 2010 Ingham County Budget

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. GREBNER, TO APPROVE THE RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2010 INGHAM COUNTY BUDGET.

Ms. Lannoye, Controller, informed the Committee that a few years ago the County switched to inmate phone cards. She indicated that last year the County had a similar transfer that recognized the revenue and expense. She stated that they have budgeted this into the 2011 budget. She indicated that the phone cards are in the inmate stores fund.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Schor

3. Ingham County Parks & Recreation Commission - Resolution Accepting Donations and Authorizing the Purchase of an Electronic Gate System for the Soldan Dog Park (*Tabled from the September 21, 2010 County Services Agenda*)

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE RESOLUTION ACCEPTING DONATIONS AND AUTHORIZING THE PURCHASE OF AN ELECTRONIC GATE SYSTEM FOR THE SOLDAN DOG PARK.

Mr. Bennett, Parks Department, indicated that the resolution provides an opportunity to purchase the electronic gate system for the entrance into Soldan Dog Park. Ingham County Parks staff will administer the system since the dog park is attached to Hawk Island Park.

Comm. Celentino expressed concern regarding the fees. Mr. Bennett indicated that the original proposed price is \$40 per year, which is distributed to various areas. He stated that \$5 goes to the Parks Department for administration of the system; \$5 is spent on the card; \$15 goes to the Friends of Greater Lansing Dog Parks, which will be returned to the park; and \$15 goes into the capital account for future improvements.

Board Chairperson De Leon asked if the County has a signed agreement with the city of Lansing. Mr. Bennett stated that at this point there is only a handshake agreement with the prior Parks Director. The arrangement is set up such that the Parks Department takes care of the daily operations, while the city of Lansing handles the major repairs. Board Chairperson De Leon expressed concern with running a dog park with no signed agreement. She indicated that there is a question of where liability issues fall when there's no clear authority. Mr. Bennett stated that the liability still falls on the city of Lansing, even without an agreement, because it is still their property.

(Comm. Schor arrived at 7:25 pm.)

MOVED BY COMM. CELENTINO, SUPPORTED COMM. GREBNER TO AMEND THE RESOLUTION TO AUTHORIZE THE PURCHASE OF THE GATE CONTINGENT UPON THE AGREEMENT BEING EXECUTED BY THE CITY OF LANSING. THIS WAS ACCEPTED AS A FRIENDLY AMENDMENT.

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. MCGRAIN TO ADD A BE IT FURTHER RESOLVED THAT COUNTY FUNDS WILL NOT BE TRANSFERRED TO THE SOLDAN DOG PARK ELECTRONIC GATE SYSTEM PROJECT UNLESS THE FEES ARE SET AT \$30 PER ANNUAL PASS OR LESS.

MOTION ON THE AMENDMENT CARRIED with Comms. Grebner and Vickers voting No

MOTION ON THE RESOLUTION CARRIED with Comm. Vickers voting No

6. Financial Services Department
 - b. Resolution Revising the Existing Travel, Vehicle and Employees Reimbursement Policy

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE RESOLUTION REVISING THE EXISTING TRAVEL, VEHICLE AND EMPLOYEES REIMBURSEMENT POLICY.

Comm. Schor recommended amending the policy to reflect that the Board Chair can take emergency action if the committee does not meet within a 2-week period. Comm. Vickers explained he would rather see the Controller and Board Chair approve grant-funded travel; other requests will come before the Committee.

MOTION CARRIED with Comms. Schor and Vickers voting No

Public Comment

None

Announcements

Comm. De Leon announced that Eaton and Clinton Counties recently passed resolutions to have an ex-officio seat on the airport board.

Comm. Schor would like to review the policy that lets the Parks Commission set fees.

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. CELENTINO TO SUSPEND THE BOARD RULES TO ALLOW COMM. SCHOR TO VOTE ON THE CONSENT AGENDA AND MINUTES.

MOTION CARRIED UNANIMOUSLY

9. Human Resources Department - Closed Session - Attorney Bonnie G. Toskey

MOVED BY COMM. GREBNER, SUPPORTED BY COMM. VICKERS, TO BEGIN CLOSED SESSION FOR THE PURPOSE OF DISCUSSING A PENDING LITIGATION.

MOTION CARRIED WITH THE FOLLOWING ROLL CALL VOTE: YEAS, CHAIRPERSON COPEDEGE, COMM. SCHOR, COMM. CELENTINO, COMM. GREBNER, COMM. MCGRAIN AND COMM. VICKERS.

The Committee returned to regular session.

The meeting adjourned at approximately 8:35 p.m.

Respectfully submitted,

Karsha Sathianathan

RESOLUTION STAFF REVIEW

DATE October 8, 2010

Agenda Item Title: Resolution Authorizing Acceptance of a Michigan Drug Court Grant for the Ingham County Family Dependency Treatment Court

Submitted by: Circuit Court/Family Division

Committees: LE____, JD_ X_, HS____, CS_ X_, Finance X__

Summary of Proposed Action: This resolution would authorize the County to accept a grant award from the State Court Administrative Office-Michigan Drug Court Grant Program (SCAO-MDCGP) for the Ingham County Circuit Court's Family Dependency Treatment Court for the purposes of eliminating barriers to treatment, providing rewards and incentives, participation in the Annual Drug Court Conference and to employ a Special Part-time Family Dependency Treatment Court Program Assistant Grant position.

Financial Implications: The total grant budget is \$40,000 from the SCAO-MDCGP Grant Program.

Other Implications: The funds will be used for the Court's Family Dependency Treatment Program which handles cases involving parents of children petitioned to the Court for child abuse and/or neglect and the parent's primary issue is substance abuse.

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

Introduced by the Judiciary, County Services, and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ACCEPTANCE OF A MICHIGAN DRUG COURT GRANT FOR THE INGHAM COUNTY FAMILY DEPENDENCY TREATMENT COURT

WHEREAS, the Michigan Drug Court Grant program, administered by the State Court Administrative Office, has awarded a grant in the amount of \$40,000 to the Ingham County Circuit Court's Family Dependency Treatment Court (FDTC) for purposes of eliminating barriers to treatment as well as funding a new position; and

WHEREAS, the Family Dependency Treatment Court handles cases involving parents of children petitioned to the Court for abuse and/or neglect and the parent's primary issue is substance abuse; and

WHEREAS, the barriers affected with this grant will include transportation, rewards and incentives, therapeutic parenting time, and substance testing; and

WHEREAS, the grant award also includes money to fund a Family Dependency Treatment Court Program Assistant who will work with the Coordinator and Case Managers of the program, to ensure the specialty court participants attend testing and treatment, receive incentives and rewards, have additional professional contacts when needed and assist in data collection and input; and

WHEREAS, the FDTC Program Assistant position has been determined by Ingham County's Human Resources Department to be a Special Part-time position without benefits at a UAW B pay grade and will be funded for the duration of the grant which ends September 30, 2011; and

WHEREAS, the grant award will pay for up to three employees to attend the Annual Drug Court Conference held in Lansing, Michigan in 2011; and

WHEREAS, the acceptance of this award is recommended to the Ingham County Board of Commissioners in order to enhance the work of the Family Dependency Treatment Court.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes accepting a grant from the Michigan Drug Court Grant Program to the Ingham County Circuit Court's Family Dependency Treatment Court, for the sum of \$40,000, for the purposes of eliminating barriers to treatment, providing rewards and incentives, participation in the Annual Drug Court Conference and employ a Special Part-time Family Dependency Treatment Court Program Assistant Grant position without benefits at a UAW B pay grade for the time period of October 1, 2010 through September 30, 2011.

BE IT FURTHER RESOLVED, that a grant subcontract with Dr. Kathleen Burns Jager, PH.D., LMFT, LLP is authorized to provide therapeutic parenting time at a cost of \$63.00 per hour, not to exceed \$13,230 for the duration of this grant period.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2010 and 2011 Circuit Court Family Division Budget and Position Allocation List.

BE IT FURTHER RESOLVED, that 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.

MEMORANDUM

TO: County Services Committee

FROM: Maureen Winslow

DATE: October 7, 2010

RE: **Suspension of Hiring Freeze for 1 Senior Juvenile Court Officer and 2 Juvenile Court Officer Positions**

Since the onset of Ingham County's hiring freeze which began on April 1, 2010, the Family Division has experienced vacancies for one Senior Juvenile Court Officer and 3 Juvenile Court Officer positions due to resignations and a retirement. The Circuit Court Family Division is requesting a suspension of the hiring freeze to fill one Senior Juvenile Court Officer and 2 Juvenile Court Officer positions. We fully understand the economic reasons for the extension of the hiring freeze until December, 2011, yet believe our mission in reducing juvenile criminal recidivism as well as reducing out of home placement in a cost effective manner would be jeopardized tremendously by leaving these positions empty.

A Senior Juvenile Court Officer and each Juvenile Court Officer is responsible to investigate and make recommendations to the court as to the most appropriate individualized treatment plan for each youth and his or her family under the jurisdiction of the court for delinquency and/or child abuse and neglect. Additionally, a Senior JCO and each JCO monitor the progress made and submit reports to the court until the court deems it appropriate to dismiss jurisdiction. Due to extensive experience and leadership qualities, Senior Juvenile Court Officers work with individuals and parents considered to have extremely complex family dynamics while guiding other Juvenile Court Officers in their work. The Family Division is committed to utilizing best practice methods in case management which is evidence based. This methodology has been instrumental in reducing residential and out of home placements which are extremely costly.

It is important to note that in the 2011 budget, the Family Division is losing a Juvenile Court Officer position, different than the 3 different positions being discussed in this memo. Additionally, the residential line items in the Family Division's budget were greatly reduced by approximately \$1,050,000. The challenge of staying within that budget will be significant and may be impossible without Juvenile Court Officers working with these youth and families.

The Senior Juvenile Court Officer and one of the two JCO positions that are the basis of this request are in the Child Care Fund which results in the State reimbursement of 50% for their salary and benefits. The other JCO position is 100% General Fund, however the state does reimburse a small amount through a quarterly grant which offsets the costs by about 10%.

Administrative Order 1985-5 requires the Family Division of each county to employ a minimum of one delinquency probation officer/casework staff person for every 6,000 children less than 19 years of age in the county. The Child Care Fund will not reimburse counties for these employees as they are required as part of this Administrative Order. The Juvenile Court Officer in the position funded with all General Fund dollars is counted towards this mandate, eliminating the possibility of jeopardizing Child Care Fund dollars.

Since the Senior Juvenile Court Officer is considered a career ladder position, as noted in the OPEIU contract, current Juvenile Court Officers will apply for this promotion which will result in another Juvenile Court Officer vacancy. If that happens, I would like to have the hiring freeze and delay lifted for that position as well.

The Family Division understands the financial position of the county, and in fact, significantly contributed to the reduction of General Fund expenditures by lessening the need for costly residential placements. In order to continue on this path, we respectfully request the suspension of the hiring freeze in order to fill these necessary and essential positions.

RESOLUTION STAFF REVIEW

DATE October 6, 2010

Agenda Item Title: Resolution Making a Limited Tax Pledge for Brownfield Redevelopment Authority Bonds

Submitted by: Ingham County Treasurer

Committees: LE____, JD____, HS____, CS__X__, Finance__X__

Summary of Proposed Action:

This resolution will authorize the limited tax full faith and credit pledge in support of the Brownfield Authority's Redevelopment Bonds, Series 2010. The resolution authorizes the County Treasurer to take certain actions in connection with bonds and allocates a portion of the County's "small issuer exception" to enable the Brownfield Authority to have an arbitrage rebate exception for the bonds. The bonds are expected to be issued by the Ingham County Brownfield Redevelopment Authority to finance all or part of the cost of the redevelopment of certain eligible real and personal property located in the City of Lansing parcels only.

Financial Implications:

The aggregate principal amount is for an amount not to exceed \$2,685,000, in anticipation of the collection of certain tax increment revenues.

Other Implications:

A notice regarding a Public Hearing was posted on October 7, 2010, pursuant to Section 308 of Act 34, Public Acts of Michigan, 2001, as amended.

Staff Recommendation: MAL__X__ JLN__ 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 MAKING A LIMITED TAX PLEDGE FOR
BROWNFIELD REDEVELOPMENT AUTHORITY BONDS**

At a regular meeting of the Board of Commissioners of the County of Ingham, Michigan (the "County"),
on October 26, 2010.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and seconded by _____:

WHEREAS, proceedings have been taken by the Ingham County Brownfield Redevelopment Authority (the "Authority") to finance the purposes of its brownfield plan, as amended, for City of Lansing parcels only (the "Project") through the issuance of bonds (the "Bonds") in the aggregate principal amount of not to exceed \$2,685,000, in anticipation of the collection of certain tax increment revenues, as described in the Authority's resolution authorizing the issuance of the Bonds, by the Authority from eligible properties ("Tax Increment Revenues"); and

WHEREAS, the Bonds are to be designated "Brownfield Redevelopment Authority Bonds, Series 2010," or such other name to be designated by the Authority, will mature not later than August 1, 2026, and will bear interest at a rate or rates not exceeding 6% per annum; and

WHEREAS, it is advisable and necessary to obtain from this Board a resolution making a limited tax pledge for the payment of the principal of and interest on the Bonds; and

WHEREAS, the Project is necessary to protect and preserve the public health as authorized by Act 381, Public Acts of Michigan, 1996, as amended ("Act 381"), and therefore it is in the best interest of the County that the Bonds be sold.

THEREFORE BE IT RESOLVED, that the Board of Commissioners of the County of Ingham:

1. Pursuant to the authorization provided in Section 17(2) of Act 381, the Ingham County Board of Commissioners does hereby irrevocably pledge the full faith and credit of the County for the prompt payment of the principal of and interest on the Bonds, and does agree, in the event that Tax Increment Revenues collected by the Authority are insufficient to pay principal of or interest on the Bonds, to provide sufficient money in its annual budget, as a first budget obligation, to pay when due, the principal of and interest on the Bonds, and if

I, the undersigned Clerk of the County of Ingham, Michigan, hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the Board of Commissioners at a regular meeting held on the 26th day of October, 2010, the original of which resolution is on file in my office. I further certify that notice of said meeting was given in accordance with the provisions of the open meetings act.

Clerk, County of Ingham

RESOLUTION STAFF REVIEW

DATE October 4, 2010

Agenda Item Title: Resolution Approving Closing on Webb, Haynes and Clark Farms

Submitted by: Ingham County Farmland and Open Space Preservation (FOSP) Board

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

Summary of Proposed Action:

This resolution approves closing on the Haynes, Webb and Clark Farms. All three farms have received matching funds from the Federal Farm and Ranchland Protection Programs (FRPP). The FOSP Board has completed all necessary due diligence and closing requirements, of both the FRPP and FOSP Board. The FOSP Board has sufficient funds to purchase Agricultural Conservation Easements on the three farms and closing would fulfill the Option Agreements approved by the Ingham County Board of Commissioners' Resolution #09-357 - *Resolution Approving Ingham County Model Permanent Conservation Easement Deed Option Agreement and Specific Permanent Conservation Easement Deed Option Agreements between Ingham County and Wesley and Janet Clark; Gary and Sandra Haynes; and Lee And Michael Webb.*

Financial Implications:

	County	Federal
Haynes	\$199,752.00	\$203,073.00
Webb	\$188,461.65	\$180,155.85
Clark	\$ 58,551.92	\$ 51,508.08
Total	\$446,765.57	\$434,736.93

Other Implications:

There may be future monitoring and enforcement costs (in the event of a conflict) associated with closing on the Webb, Haynes and Clark farms. Those costs are included in the FOSP Boards' budgeting process.

Staff Recommendation: MAL X JLN __ TL __ TM __ JC __

Staff recommends approval of this resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING CLOSING ON WEBB, HAYNES AND CLARK FARMS.

WHEREAS, Ingham County desires to provide for the effective long-term protection and preservation of farmland in Ingham County from the pressure of increasing residential and commercial development; and

WHEREAS, the Ingham County Board of Commissioners adopted the Ingham County Farmland and Open Space Purchase of Development Rights Ordinance in July 2004; and

WHEREAS, the Ingham County Farmland Purchase of Development Rights Ordinance authorized the establishment of the Ingham County Farmland and Open Space Preservation Board to oversee the Farmland Preservation Program; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board ranked the Webb, Haynes and Clark Farms among the top five farms in the 2009 application; and

WHEREAS, the Ingham County Board of Commissioners approved purchasing conservation easements on the Haynes, Webb and Clark Farms Resolution #09-357; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has completed all necessary due diligence, including securing Federal matching funds, to close on Agricultural Conservation Easement Deeds for the Webb, Haynes and Clark Farms; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has funding in place to purchase and close Agricultural Conservation Easement Deeds on the Webb, Haynes and Clark Farms in the 2010 budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the closing on the Webb, Haynes and Clark Farms.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners and the Farmland and Open Space Preservation Board authorizes payment to Mr. Lee Webb and Mr. Michael Webb, in an amount not to exceed \$368,617.50.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners and the Farmland and Open Space Preservation Board authorizes payment to Mr. and Mrs. Gary and Sandra Haynes, in an amount not to exceed \$402,825.00.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners and the Farmland and Open Space Preservation Board authorizes payment to Mr. and Mrs. Wesley and Janet Clark, in an amount not to exceed \$110,060.00.

BE IT FURTHER RESOLVED, this resolution authorizes the Board Chair to sign any necessary documents after review by County Attorney.

RESOLUTION STAFF REVIEW

DATE: September 28, 2010

Agenda Item Title: Resolution Accepting \$502,667.00 and Approving Cooperative Agreement No. 735D211043 Amendment 1 between the United States of America and Ingham County for the Implementation of the Federal Farm and Ranchland Protection Program

Submitted by: Ingham County Farmland and Open Space Preservation Board

Committees: LE____, JD____, HS____, CS_X__, Finance_X__

Summary of Proposed Action:

This resolution approves the Cooperative Agreement between the Federal Farm and Ranchland Protection Program and Ingham County to purchase conservation easements on the Ghere, Jackson, Davis and Haynes (#2) Farms. The Ingham County Board of Commissioners approved submitting an application to the FRPP on July 27, 2010, Resolution #10-217 - *Resolution Approving the Farmland and Open Space Preservation (FOSP) Board’s Recommendation to Submit an Application to the Federal Farm and Ranch Lands Protection Program (FRPP)*.

Financial Implications:

The Federal contribution for the Ghere Farm is \$39,059.00; Haynes #2 is \$212,940.00; Jackson is \$398,365.00 and Davis is \$95,305.00, for a grand total of \$502,667.00.

Other Implications:

Due to landowner donations and the Federal Farm and Ranchland Protection Program match, Ingham County will only pay about 36% of total easement value. Cooperative Agreement #73-5D21-10-43 Amendment 1 has been submitted to County Attorney for review and approval. Final approval by the County Board of Commissioners for closing the easements is to be expected after all closing requirements have been satisfied.

Staff Recommendation: MAL_X JLN ___ TL ___ TM ___ JC ___

Staff recommends approval of this resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION ACCEPTING \$502,667.00 AND APPROVING COOPERATIVE AGREEMENT NO. 735D211043 AMENDMENT 1 BETWEEN THE UNITED STATES OF AMERICA AND INGHAM COUNTY FOR THE IMPLEMENTATION OF THE FEDERAL FARM AND RANGLAND PROTECTION PROGRAM

WHEREAS, Ingham County desires to provide for the effective long-term protection and preservation of farmland and open space in Ingham County from the pressure of increasing residential and commercial development; and

WHEREAS, the Ingham County Board of Commissioners adopted the Ingham County Farmland Purchase of Development Rights Ordinance in July 2004; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has scored and ranked all applications received for the 2009 cycle and submitted the Ghere, Davis, Jackson, Haynes #2 Farms to the Federal Farm and Ranchland Protection Program, Great Lakes Restoration Initiative for consideration of matching funds; and

WHEREAS, the Ingham County Farmland Purchase of Development Rights Ordinance authorized the Ingham County Farmland and Open Space Preservation Board to make reasonable offers to purchase development rights on farms based on state certified appraisals; and

WHEREAS, the Ingham County Agricultural Preservation Board has funding in place to purchase the Permanent Conservation Easement Deeds on the Ghere, Davis, Jackson, Haynes #2 Farms.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves Cooperative Agreement #73-5D21-10-43 Amendment 1 for \$502,667.00, between United States of America (The United States), acting by and through the United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS) on behalf of the Commodity Credit Corporation (CCC), and Ingham County for the implementation of the Farm and Ranch Lands Protection Program (FRPP) Great Lakes Restoration Initiative.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chair to sign Cooperative Agreement #73-5D21-10-43 Amendment 1, after review and approval by County Attorney.

AMENDMENT 1 TO
 COOPERATIVE AGREEMENT
 BETWEEN THE
 UNITED STATES OF AMERICA
 COMMODITY CREDIT CORPORATION
 ACTING THROUGH THE
 NATURAL RESOURCES CONSERVATION SERVICE
 and
 INGHAM COUNTY
 for the
 FARM AND RANCH LANDS PROTECTION PROGRAM

Cooperative Agreement Number 735D211043 between the United States of America (the United States), acting by and through the United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS) on behalf of the Commodity Credit Corporation (CCC), and Ingham County for the implementation of the Farm and Ranch Lands Protection Program (FRPP), originally made on the 5th day of August, 2010, is hereby amended on the ____ day of _____, 2010 to add or change the following:

IV. OBLIGATION OF FUNDS

Change IV. First Paragraph To:

Upon execution of this agreement, the United States shall obligate the sum of \$462,308.00 in FY2010 and \$502,667.00 in FY2010 Great Lakes Restoration Initiative (GLRI) for the acquisition by Ingham County of conservation easements for the parcels listed on Attachments A, A-1. This agreement may be revised to obligate additional funds in Fiscal Years 2010 and 2011 if the cooperating entity submits parcels that rank high enough to warrant the obligation of funds. Ingham County must close on the easement acquisition and request payment of this amount in accordance with Part VII of this Cooperative Agreement before the dates in the table below.

Fiscal Year	Attachment with Associated Parcels	Funds Obligated	Fund Code
2010	A	\$462,308.00	69F
2010 GLRI	A-1	\$502,667.00	69R
2011	B	NA	NA
2012	C	NA	NA

Attachments

Add Attachment A-1 - List of Pending Conservation Easement Offers on Which the Obligation of FY 2010 GLRI Funds is Based.

All other terms, conditions, and provisions of the agreement remain in force and effect and are hereby made a part of this agreement.

IN WITNESS WHEREOF, the following authorized representatives of the United States and Ingham County have executed this Cooperative Agreement.

INGHAM COUNTY

By: Commissioner Deb DeLeon, Chair of the County Board of Commissioners

UNITED STATES OF AMERICA
COMMODITY CREDIT CORPORATION

By: Stephen S. Davis, Acting State Conservationist

RESOLUTION STAFF REVIEW

DATE: October 6, 2010

Agenda Item Title: Resolution Authorizing the Purchase of an Accessible Fishing Dock for Lake Lansing Park-South

Submitted by: Ingham County Parks & Recreation Commission

Committees: LE___, JD___, HS___, CS_X_, Finance_X_

Summary of Proposed Action:

The Michigan Natural Resources Trust Fund Grant for the Lake Lansing Trail Project accepted by Board of Commissioners' Resolution #07-276 included a handicap accessible fishing dock at Lake Lansing.

From 1991 to 2001, Michigan has experienced a 29% decrease in fishing participation and in the last five years has experienced a 14.1% drop in unique fishing license purchases. Lake Lansing is known for its great bass fishing, but is also home to northern pike, channel catfish, common carp, and numerous pan fish. This 120 foot fishing dock will significantly enhance recreation use of Lake Lansing by providing water-based recreation opportunities, direct access for fishing, and include benches for passive recreation such as reading and wildlife watching. There is currently only one existing dock at Lake Lansing Park-South and it is not ideal for fishing as it is used for pedal boat and rowboat rental.

Project FISH (Friends involved in Sportfishing Heritage), an MSU Department of Community Agriculture Recreation and Resource Studies mentor-based, community-supported sportfishing and aquatic resource education project, and Bass Hookers (a local bass fishing club) are in support of this project. Project FISH fosters a network of mentors whereby youth and families have the opportunity to learn about the outdoors and Lake Lansing. The proposed fishing dock would benefit their teaching efforts.

Bids were reviewed by the Ingham County Purchasing Department and Parks staff and it was determined that Marine Automated Dock systems, Inc. was the low bidder and met all specifications and requirements.

This resolution will run concurrent with the Parks & Recreation Commission's October 25, 2010 meeting.

Financial Implications:

Funds have been identified within the 2006 Capital Improvement Budget for the Lake Lansing Park-South to Park Lake Road trail project. A line item transfer from 450-75900-818000-LL287 (contractual services) to 450-75900-978000-LL287 (machinery & equipment purchase) is necessary.

Other Implications: None.

Staff Recommendation: MAL_X_ JLN___ 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 Service and Finance Committees
 FROM: Jim Hudgins, Director, Purchasing Department
 DATE: October 7, 2010
 SUBJECT: Proposal Summary – Mobile Dock

Project Description:

This project is for the purchase, delivery and installation of a mobile (rolling) dock for Lake Lansing Park South.

Proposal Summary:

Vendors contacted: 33 Local: 0
 Vendors responding: 6 Local: 0

Company Name	Rolling Dock	Delivery	Installation	Total	Local
Marine Automated Dock System	\$39,713.04	\$150.00	\$850.00	\$40,713.04	N
Carefree Dock & Lift	\$47,259.00	\$300.00	\$2,500.00	\$50,059.00	N
Instant Marine	\$54,950.00	\$1,450.00	\$2,550.00	\$58,950.00	N
The Feighner Company	\$60,580.20	\$425.00	\$2,600.00	\$63,605.20	N
KBE Precision Products	\$62,452.00	\$350.00	\$6,800.00	\$69,602.00	N
Wilson Marine	\$70,603.36	\$1,499.76	\$3,360.79	\$75,463.91	N

Vendors Not Responding:

Lake Front Products and Holiday Dock stated they do not sell rolling docks. Camp and Cruise cited geographical concerns and the Local Purchasing Preference Policy. Duck Lake Marine stated that this type of system was not within its capability.

Recommendation:

The Evaluation Committee recommends awarding a Purchase Order to Marine Automated Dock Systems, Inc. in an amount not to exceed \$40,713.04 for the purchase, delivery and installation of a mobile dock.

Advertisement:

The RFP was advertised in the Lansing State Journal, The Chronicle 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 THE PURCHASE OF
AN ACCESSIBLE FISHING DOCK FOR LAKE LANSING PARK-SOUTH**

WHEREAS, the Michigan Natural Resources Trust Fund Development Grant for the Lake Lansing Trail Project (TF06-020) included a handicap accessible fishing dock at Lake Lansing and was accepted by Board of Commissioners' Resolution #07-276; and

WHEREAS, this 120 foot fishing dock will significantly enhance recreation use of Lake Lansing by providing water-based recreation opportunities, direct access for fishing, and include benches for passive recreation such as reading and wildlife watching; and

WHEREAS, there is currently only one existing dock at Lake Lansing Park-South and it is not ideal for fishing as it is used for pedal boat and rowboat rental; and

WHEREAS, Project FISH (Friends Involved in Sportfishing Heritage), an MSU Department of Community Agriculture Recreation and Resource Studies mentor-based, community-supported sportfishing and aquatic resource education project, and Bass Hookers (a local bass fishing club) are in support of this project; and

WHEREAS, funds have been identified within 2006 Capital Improvement Budget for the Lake Lansing Park-South to Park Lake Road trail project; and

WHEREAS, the bids were reviewed by the Ingham County Purchasing Department and Parks staff and it was determined that Marine Automated Dock Systems, Inc. was the low bidder and met all specifications and requirements; and

WHEREAS, the Purchasing Department recommends the proposal submitted by Marine Automated Dock Systems, Inc. of Harrison, Michigan; and

WHEREAS, the Ingham County Parks & Recreation Commission supported the purchase of the dock with the passage of a resolution at their October 25, 2010 meeting.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the purchase of an accessible dock from Marine Automated Dock Systems of Harrison, Michigan, in an amount not to exceed \$40,713.04.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the necessary line item transfers from line item 450-75900-818000-LL287 (contractual services) to line item 450-75900-978000-LL287 (machinery & equipment purchase).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary transfer of funds within the Ingham County Parks Budget.

RESOLUTION STAFF REVIEW

DATE: October 6, 2010

Agenda Item Title: Resolution Authorizing the Approval of Amendment #2 to the Michigan Natural Resources Trust Fund Project Agreement for the Expansion of Lake Lansing Park-North

Submitted by: Ingham County Parks & Recreation Commission

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

Summary of Proposed Action:

Board of Commissioners Resolution #09-296 authorized the acceptance of a Michigan Natural Resources Trust Fund Grant to fund the expansion of Lake Lansing Park-North. The Department of Natural Resources approved the appraised value of the property and the landowner has agreed to the determined sale price. In order to allow adequate time to schedule a closing date, the Parks Department petitioned the Department of Natural Resources for a 90 day extension. The Department of Natural Resources granted the extension request on September 30, 2010. The agreement extends the project period completion deadline from September 30, 2010 to November 1, 2010.

This resolution will run concurrent with the October 25, 2010 Parks & Recreation Commission meeting.

Financial Implications:

None.

Other Implications: None.

Staff Recommendation: MAL X JLN ____ 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 THE APPROVAL OF AMENDMENT #2
TO THE MICHIGAN NATURAL RESOURCES TRUST FUND PROJECT AGREEMENT FOR THE
EXPANSION OF LAKE LANSING PARK-NORTH**

WHEREAS, Board of Commissioners Resolution #09-296 authorized the acceptance of a Michigan Natural Resources Trust Fund Grant to fund the expansion of Lake Lansing Park-North; and

WHEREAS, the Department of Natural Resources approved the appraised value of the property and the landowner has agreed to the determined sale price; and

WHEREAS, the Parks Department petitioned the Department of Natural Resources for a 90 day extension to allow adequate time to schedule a closing date; and

WHEREAS, the Department of Natural Resources granted the Parks Department the 90 day extension request on September 30, 2010.

THEREFORE BE IT RESOLVED, that Amendment #2 of the agreement with the Department of Natural Resources extending the project period completion deadline from September 30, 2010 to November 1, 2010 be approved.

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

MEMO

Date: October 6, 2010
To: County Services Committee
From: Willis Bennett, Director
Ingham County Parks
Re: Hiring Freeze Waiver Request

This memo is to request a waiver for the Parks Department to move forward in replacing a vacant Assistant Park Manager II position. This position has been vacant since January of 2010. The position is currently budgeted within the 2011 operating budget request for the Parks Department.

Our plan is to open the hiring process through an internal posting allowing for County employees the opportunity to apply. If the position is filled by an existing Parks Department employee, there will be the need to fill that subsequent vacated position. Based upon the current staff of the department, this would create a vacancy in a Ranger I, Ranger II or Assistant Park Manager I position.

Therefore, with this request, we are also seeking permission to post and fill the vacated position if the Assistant Park Manager II position is filled from within the Parks Department.

All positions listed in this request are members of the ICEA Park Rangers union.

The Parks & Recreation Commission is in favor of this request.

MEMORANDUM

TO: County Services Committee

FROM: Dean Sienko M.D., M.S., Health Officer

DATE: October 7, 2010

RE: Request for Waiver of the Hiring Freeze

This memo requests the immediate posting of a .50 FTE Disease Control Nurse (DCN) position in the Communicable Disease Division of the Health Department.

Staffing changes, including a resignation and a person on long term disability have resulted in a sharp reduction in staffing levels. The Communicable Disease Division ordinarily operates with 5.0 FTEs assigned to DCNs. With the current vacancy we are down to only 3.5 FTEs.

This position is critical for carrying out our statutory local health department responsibilities, and implements public health actions that are mandated by the public health code. DCNs investigate communicable diseases including measles, pertussis, hepatitis, and tuberculosis and enforce "Health Threat to Others" orders. They consult with physicians, school personnel, and others concerning the transmission, treatment, and containment of communicable disease. DCNs also provide health care services, education, and interventions to clients, in compliance with public health standards.

The Health Department's 2011 budget was built with the assumption that this position would be filled all year. Thus filling the position will not adversely impact our budget.

The immediate posting of this position is required for the Communicable Diseases division to be able to fulfill its legal responsibility to prevent and investigate reportable diseases in our community. For this reason, I am requesting a waiver of the hiring freeze.

RESOLUTION STAFF REVIEW

DATE October 8, 2010

Agenda Item Title: Resolution Authorizing a Contract with GAV Associates, Inc. to Provide Architectural & Engineering Services for Renovations to the Ingham County Family Center

Submitted by: Circuit Court/Family Division and Facilities Department

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

Summary of Proposed Action:

This Resolution authorizes a contract with GAV Associates, Inc. to perform architectural and engineering services for the potential renovation of the Ingham County Family Center - Ingham Academy High School Program. Phase 1 is for conceptual design services and Phase 2 is for construction oversight and administration services.

If the Family Center Advisory Board, the Court and Judiciary concur to proceed after Phase 1, then we will proceed with Phase 2.

Financial Implications: The costs would be \$21,000.00 plus \$450.00 for reimbursable expenses, for a total not to exceed cost of \$21,450.00, to come from the fund balance of the Juvenile Justice Millage. The estimated costs for the renovations will be determined after Phase 1 as noted above.

Other Implications: The Ingham County Family Center Position Paper on this topic was presented to Judiciary on February 25, 2010. With the Committee's concurrence, Facilities proceeded to obtain proposals to develop the technical bid specifications for renovations to the Sanctuary, Little Lambs Building, Garage, Green House, and Wood Shop to meet both the short and long term needs of the Ingham County Family Center.

Staff Recommendation: MAL __ 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.

Agenda Item 6

TO: Judiciary, County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: October 7, 2010

SUBJECT: Ingham County Family Center – Phase II Renovations

The resolution before you authorizes awarding a contract to GAV Associates in the amount of \$21,450 for the renovation of the unused space at the Ingham County Family Center. This A&E firm will be working with select members of the ICFC Advisory Board and Facilities for the complete design and engineering for the renovation project. This is in accordance with the position paper that was submitted to the Judiciary Committee on February 11nn, 2010 (See attached position paper).

Once a renovation design has been developed and approved by the ICFC Advisory Board along with a projected construction cost, a recommendation will be submitted to Judiciary Committee for approval to move forward with bidding out the project. The funds for this project will come from the JJM account number 264-66400-818000. I recommend approval of this resolution.

MEMORANDUM

TO: County Service and Finance Committees

FROM: Jim Hudgins, Director, Purchasing Department

DATE: October 7, 2010

SUBJECT: Proposal Summary – Architectural and Engineering Services for Renovations to the Ingham County Family Center

Project Description:

This project involves contracting with a qualified and experienced architectural and engineering (A/E) firm for the purpose of providing designing and engineering services, including, but not limited to, programming, conceptual designing, pre-construction and construction oversight, and budgeting services for renovating the Ingham County Family Center (ICFC).

Proposal Summary:

Vendors contacted: 29 Local: 9
 Vendors responding: 8 Local: 2

<u>Company Name</u>	<u>Phase 1*</u>	<u>Phase 2*</u>	<u>Subtotal</u>	<u>Reimbursables</u>	<u>Total</u>	<u>Local</u>
GAV Associates	\$5,500.00	\$15,500.00	\$21,000.00	\$450.00	\$21,450.00	N
Tower Pinkster Wigen Tinknell	\$27,500.00	\$0.00	\$27,500.00	\$2,780.00	\$30,280.00	N
Meyer	\$4,800.00	\$25,000.00	\$29,800.00	\$6,000.00	\$35,800.00	N
Hobbs & Black	\$14,735.00	\$16,780.00	\$31,515.00	\$8,330.00	\$39,845.00	Y
DLZ	\$11,858.00	\$34,326.00	\$46,184.00	\$7,372.00	\$53,556.00	Y
Design Plus Alexander V	\$7,500.00	\$37,500.00	\$45,000.00	\$10,150.00	\$55,150.00	N
Bogaerts	\$17,187.50	\$38,025.00	\$55,212.50	\$3,287.50	\$58,500.00	N
Keystone Design Group	\$25,702.00	\$100,255.00	\$125,957.00	\$22,000.00	\$147,957.00	Y

*Phase 1 is for conceptual design services. Phase 2 is for construction oversight and administration services.

Vendors Not Responding:

Fishbeck, Thompson, Carr & Huber, C2AE, Roger Donaldson, Kibbe & Associates, and GMB A/E cited other current project commitments and timing issues as reasons preventing them from submitting a proposal.

Recommendation:

The Evaluation Committee recommends awarding a contract to GAV Associates, Inc. in an amount not to exceed \$21,450.00 to provide architectural and engineering services for the renovation of the Ingham County Family Center.

The Evaluation Committee's recommendation of GAV Associates is based on the following factors:

1. experience with similar projects;
2. qualifications of staff to be assigned to this contract;
3. experience with project budget/cost estimating;
4. ability to meet the County's deadline for completion; and,
5. cost of services.

Advertisement:

The RFP was advertised in the Lansing State Journal, The New Citizens Press and posted on the Purchasing Department Web Page.

February 5, 2010

TO: Judiciary Committee

FROM: John L. Neilsen, Deputy Controller

SUBJECT: Review and Discussion of the Ingham County Family Center Renovation Position Paper

Attached you will find the Ingham County Family Center Renovation Position Paper, as prepared by the Family Court in conjunction with the Ingham County Family Center Advisory Board's recommendation, that the current unused space at the Ingham County Family Center should be renovated to meet the short and long-term needs of the families served by the Court. This would include the north end of the building (the Sanctuary space) and an out building ("Little Lambs"). In addition, there are several acres of green space and woods surrounding the building that also could be enhanced for use.

As this item is discussed at the Committee level, we need to remember that the current annual operational portion of the Juvenile Justice Millage (JJM) is being fully used at this time and that the current fund balance is approximately \$4.1 million.

The specific recommendations of the Ingham County Family Center Advisory Board, if you are in agreement with this concept, are:

In an effort to achieve these short and long-term goals, the Ingham County Family Center Advisory Board proposes the following recommendations to the Board of Commissioners:

1. That a resolution be brought before the Judiciary Committee to hire a space design architect.
2. Create a task force to oversee the renovation project, identify a plan for space utilization, and establish time frames for the short and long-term goals.

In speaking with our Facilities Director, Rick Terrill, rough estimates for a time table and next steps to proceed would include:

1. Solicit bids from an Architectural and Engineering (A&E) firm to work with representatives from Ingham County to develop the design and scope of the proposed renovations as indicated in the attached position paper.
2. Time table to hire an A&E firm, go through the Committees, and develop the bid specifications - 3 to 4 months.
3. Put the project out for bid, select a general contractor, go through Committees, and get a signed contract - 2 to 3 months.
4. Length of construction – To Be Determined, based on size and scope of project - 3 to 4 months.

If you should have any questions, please feel free to contact me at any time.

cc: Mo Winslow
Sara Deprez
Rick Terrill

Ingham County Family Center Renovation Position Paper

In 2001, the voters of Ingham County passed a Juvenile Justice Millage (JJM) to house and treat delinquent and disturbed youth. The JJM has allowed for several enhancements to the continuum of care for adjudicated youth and has resulted in the court following “best practices” as recommended by the University of Cincinnati. In 2008, as a part of the more comprehensive continuum to provide services that meet the needs of court adjudicated youth, the County purchased Our Savior Lutheran Church and School, now known as the Ingham County Family Center. Quick renovations in the south end of the building allowed for the Ingham Academy to move operation from the Grady Porter Building, doubling the capacity of the program. Additionally, an evening reporting program, Pride, for moderate and high risk delinquent youth began in October of 2008.

The Ingham County Family Center has considerable space that has yet to be renovated, which includes the north end of the building (the Sanctuary space) and an out building (“Little Lambs”). In addition, there are several acres of green space and woods surrounding the building. It is the position of the Ingham County Family Center Advisory Board to renovate these spaces to meet the short and long term needs of the families served by the Court.

There are several identified short term needs. The Ingham Academy and Pride programs have quickly out grown the current renovated office space and have immediate need for more room. The Court needs five added offices for staff. Highfields Administration has asked for three more offices. In addition, the current programming requires several meeting rooms that could be used by multiple community agencies. These meeting rooms may be used for Wrap-around meetings, individual and family counseling, group counseling, as well as for staff meetings.

For training purposes, a meeting room is recommended to accommodate a large group of staff. This room could not only be used for the current community partners in the Family Center, but also could be rented to other agencies. As such, the room could be outfitted with state of the art technology that would be attractive to agencies looking for training locations. This could be a revenue source to increase operational dollars for the JJM.

In addition to office space and meeting rooms, Ingham Academy needs to develop a broad range of vocational opportunities for the students. This process could start with minimal renovations to one of the classrooms to be used as a shop class. Not only would a shop class provide vocational skills, it would also help address the shortage of elective classes for the students of Ingham Academy. This idea has gained the interest of a County Commissioner, who has indicated a willingness to assist in facilitating this process.

In addition to a shop class, the red building located in south east corner of parking lot, “Little Lambs,” can be used as a potential location for a youth farm stand. The Ingham County Family Center has been fortunate to be selected as a location for an AmeriCorps member, who will oversee and enhance the garden project which began the summer of 2009. This project has multiple benefits associated with it. In addition to youth learning to plant and harvest a garden, they will have the opportunity to be educated in business and finance techniques by selling the garden produce. In an effort to have this be a year round and worthwhile project, a greenhouse added to the south side of the red building would be ideal. The vision of this project includes other green concepts, such as trail way development in the wooded area surrounding the Family Center.

The vocational opportunities associated with moving toward a “green school” are remarkable. This direction will make the youth graduating from the Ingham Academy more marketable as “green collar” jobs in Michigan are expected to have tremendous growth in the coming years and are being targeted as the avenue to reshape the economy in Michigan.

It is the position of the Advisory Board that the Sanctuary space should be renovated to further the goals of the County to maintain a broad continuum of care for delinquent and disturbed youth. There are three identifiable needs that this space should address: (1) Rewards/Privileges (2) Community Involvement and (3) Out reach for Community Partners.

For example, it should be the goal of the County to encourage programs that reward pro-social behaviors and attitudes, as outlined as a component of effective programs by Dr. Edward Latessa in the 2003 evaluation of Ingham County. To that end, the Sanctuary space can be used, with minimal modifications, to sponsor special events including drama productions, dances, community plays and performances. These events can be used to encourage pro-social behaviors by offering admission to them as a reward or, for select youth, by actually using the youth as participants in the productions. Youth will be able to earn the privilege of participating or attending the events by displaying positive behaviors. Using the space in this manner addresses all of the needs listed above in a creative, best practice way.

Recommendations

In an effort to achieve these short and long term goals, the Ingham County Family Center Advisory Board proposes the following recommendations to the Board of Commissioners:

3. That a resolution be brought before the Judiciary committee to hire a space design architect.
4. Create a task force to oversee the renovation project, identify a plan for space utilization, and establish time frames for the short and long term goals.

Introduced by the Judiciary, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A CONTRACT WITH
GAV ASSOCIATES, INC. TO PROVIDE ARCHITECTURAL & ENGINEERING SERVICES FOR
RENOVATIONS TO THE
INGHAM COUNTY FAMILY CENTER**

WHEREAS, the Ingham County Family Center Advisory Board recommended in February of this year, that the current unused space should be renovated to meet the short term and long term needs of the public; and

WHEREAS, the funds for this project are available through account number 264-66400-818000; and

WHEREAS, the Purchasing Department solicited bids for architectural and engineering services for the renovation of Ingham County Family Center and GAV Associates, Inc., a registered vendor, who was determined by the Purchasing and Facilities Departments to having submitted a responsive and responsible bid was the low bidder; and

WHEREAS, the project cost is \$21,000.00 plus \$450.00 for reimbursable expenses, for a total cost not to exceed \$21,450.00, to be paid from the fund balance of the Juvenile Justice Millage.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes awarding a contract to GAV Associates, Inc., 31471 Northwestern Highway, Suite 2, Farmington Hills, MI 48334-2575, to perform architectural and engineering services for the renovation of the Ingham County Family Center, for a cost of \$21,000.00 plus \$450.00 for reimbursable expenses for a total cost not to exceed \$21,450.00, to be paid from the fund balance of the Juvenile Justice Millage.

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 October 11, 2010

Agenda Item Title: Resolution Approving FDI Group/CompOne Administrators, Inc. as the Third Party Administrator for the County's Self Insured Workers' Compensation Insurance through December 31, 2011

Submitted by: Financial Services Department

Committees: LE____, JD____, HS____, CS__X__, Finance__X__

Summary of Proposed Action: (See the attached communications.)

This resolution will authorize a change in the third party administration of the County's self insured workers' compensation fund from the Accident Fund to FDI Group/CompOne Administrators, Inc. The Accident Fund recently sold this portion of their business segment to FDI Group/CompOne Administrators. All rates and benefits will continue under the new company.

Financial Implications:

Cost to provide the third party administration of the County's self insured workers' compensation fund is \$30,000 annually.

Other Implications:

FDI Group/CompOne Administrators, Inc. is located in Novi, Michigan.

Staff Recommendation: MAL__X__ JLN____ TL____ TM____ JC____

Staff recommends approval of the resolution.

Agenda Item 7

To: County Services and Finance Committees
From: Jill Rhode, Director of Financial Services
Date: October 11, 2010
Subject: Workers' Compensation Third Party Administration

The Accident Fund has been acting as the County's third party administrator for our self insured workers' compensation program for many years. The Accident Fund has provided excellent service and the benefits and the County Attorney's Office as well as our employees are very pleased.

The Accident Fund has recently sold this portion of their business segment to FDI Group/CompOne Administrators. The key employees associated with our account have been transferred to the new company. In addition, all rates and benefits will continue under the new company. The cost to provide this service is \$30,000 annually.

After reviewing the information regarding this change, the County Administration is recommending that we contract with CompOne Administrators to administer our self insured workers' compensation program through December 31, 2011. We believe this is in our employees' best interest.

There is nothing more important than the health and safety of our employees. During the next year, we will research all options and make a recommendation concerning the long term administration of the County's workers' compensation program.

If you have any questions or wish to discuss, please let me know.

SENT VIA EMAIL

June 18, 2010

Ms. Jill Rhode
Director of Financial Services
Ingham County
PO Box 319
Mason, MI 48854

Dear Ms. Rhode:

After a thorough review of Accident Fund Insurance Company of America's fee-for-service TPA business segment, we have decided that claims administration is no longer a fit with our long-term strategic goals as an organization.

Having received approval from our Board of Directors to pursue the sale of this business segment, Accident Fund has signed a letter of intent with The FDI Group, located in Novi, Mich. When the sale is finalized, the buyer will own the rights to the revenue on our existing fee-for-service contracts, as well as the renewal rights for these contracts. We anticipate these discussions to be wrapped up within the next two months.

In the interim, nothing will change in our dealings with you and your employees. We want you to know we are committed to working with the buyer to ensure that you continue to receive the same high level of service you expect and deserve. A smooth transition is the very highest priority for both of our organizations as we negotiate and work to finalize the sale. We will keep you apprised of developments related to the sale as they become available.

On behalf of Accident Fund, I want to thank you for your business and for the trust you've placed in us as your work comp claims administrator. If you have any specific questions related to your account, please contact Mike Wood, Director of TPA Operations, at 517-367-1594.

Sincerely,

Michael K. Britt, CPCU, CIC
President
Accident Fund Insurance Company of America

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING FDI GROUP/COMPONE ADMINISTRATORS, INC. AS THE THIRD PARTY ADMINISTRATOR FOR THE COUNTY'S SELF INSURED WORKERS' COMPENSATION INSURANCE THROUGH DECEMBER 31, 2011

WHEREAS, Ingham County contracted with the Accident Fund to provide third party administration for the County's self insured workers' compensation insurance; and

WHEREAS, the Accident Fund has sold the third party administration for the County's self insured workers' compensation insurance portion of their business operations to FDI Group/CompOne Administrators, Inc.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves FDI Group/CompOne Administrators, Inc. as the third party administrator for the County's self insured workers' compensation insurance through December 31, 2011.

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

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION IN SUPPORT OF THE PROPOSED CONTINUATION MILLAGE
FOR THE POTTER PARK ZOO**

WHEREAS, Potter Park Zoo is Ingham County's largest year-round attraction offering exciting special events in every season; and

WHEREAS, Potter Park Zoo, which opened in 1920, is the oldest zoo in Michigan and is one of our region's treasures; and

WHEREAS, schools from across the County use the zoo for field trips and hands-on learning, with 30,000 plus students each year participating in the zoo's unique education programs like Zookambi and the Big Zoo lesson; and

WHEREAS, as part of its conservation effort, Potter Park Zoo is involved in 18 endangered species breeding programs; and

WHEREAS, in 2006, Ingham County voters overwhelmingly approved a millage to support the Potter Park Zoo, which has provided funding for the opening of three new animal exhibits: Bald Eagle, Back from the Brink; Wings from Down Under and Eurasian Eagle Owl, Giants of the Owl World; and

WHEREAS, as a result of the millage several existing exhibits have been redesigned and updated, there is also added capacity for K - 12 education programs and improved amenities for zoo visitors; and

WHEREAS, Potter Park Zoo is one of only 19 facilities worldwide to host a zoo and wildlife medicine residency and is fully accredited by the Association of Zoos and Aquariums; and

WHEREAS, stable, long-term funding is necessary to maintain national accreditation, losing that critical accreditation would also mean losing some of our most popular exhibits and endangered species that would have to be transferred to accredited zoos; 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.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby supports the proposed continuation millage to allow Potter Park Zoo to continue to be Ingham County's center for fun, affordable entertainment and learning for all ages.

Agenda Item 8b

October 11, 2010

TO: County Services Committee

FROM: Becky Bennett
Board Coordinator

RE: Request to Waive Hiring Freeze

Karsha Sathianathan has resigned from her position as recording secretary in the Board of Commissioners' office effective November 1, 2010 so that she can continue her education. This is a vital position for the Board of Commissioners' office and I am requesting that the hiring freeze be waived so that the recording secretary position can be filled as soon as possible.

If you have any questions, please feel free to contact me.

DISCUSSION ITEM

RESOLUTION STAFF REVIEW

DATE: August 6, 2010

Agenda Item Title: Resolution to Amend the Local Purchasing Preference in the County Purchasing Policies

Submitted by: Mary A. Lannoye, Controller/Administrator

Committees: LE____, JD____, HS____, CS_X__, Finance____

Summary of Proposed Action:

In 2005, the Board of Commissioners amended the County’s Purchasing Policies to include a local purchasing preference. The new policy allowed vendors that resided within the county borders to qualify as a “Registered Local Vendor” (RLV). Anytime an RLV was within 5% of the lowest bid, they would be given the opportunity to match the price of the lowest non-local bidder.

Over the years there have been several instances where a vendor that lived just outside the County’s border and who employed a significant number of county residents was excluded as the low bidder based on the local purchasing preference policy. There has been some discussion as to whether or not to extend the RLV status to these vendors. There has also been discussion as to whether or not the County should increase the 5% lowest responsive bid threshold.

The County’s Purchasing Department reviewed all bids and proposals that were solicited in calendar year 2009. Of the 72 bids and proposals, four (4) contracts qualified for the 5% local purchasing preference. Of these four, two of the contracts were awarded to local vendors. If the policy had reflected a 10% local purchasing preference, then an additional four contracts would have qualified for the local purchasing preference.

In order to address the concerns regarding vendors that live just outside the county borders, the policy could be amended to extend RLV status to vendors that live in contiguous counties and have at least 50% of their employees and subcontractors reside in Ingham County. It is highly unlikely that changing the lowest bid threshold from 5 to 10 % would make any difference in the number of local firms that qualify for the preference, because so few qualify now let alone choose to match the lowest bid. In addition, the threshold change, could further exclude even more local vendors that live just outside the county borders.

Financial Implications: None.

Other Implications: None.

Staff Recommendation: MAL_X JLN____ TL____ TM____ JC____
Staff recommends approval of the resolution.

DISCUSSION ITEM

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND THE LOCAL PURCHASING PREFERENCE IN THE COUNTY
PURCHASING POLICIES**

WHEREAS, the Board of Commissioners believes that its purchasing policies should encourage local vendors to provide goods and services to Ingham County government, resulting in increased economic activity through more local jobs, tax revenues, and expenditures, and to entice business relocations to the County.

WHEREAS, the Board of Commissioners adopted a local purchasing preference policy in Resolution #05-044.

WHEREAS, the Board of Commissioners would like to extend the local purchasing preference to certain vendors located just outside of the County's boundaries.

THEREFORE BE IT RESOLVED, that the Board of Commissioners hereby amends the preference for local vendors as defined in Resolution #05-044, by changing the definition of a "registered local vendor" (RLV) to include vendors that reside in contiguous counties (Clinton, Eaton, Jackson, Livingston, and Shiawassee Counties) and have at least 50 percent of their employees and subcontractors reside in Ingham County. In order to be identified as a "RLV" who operates outside the legally defined boundaries of Ingham County, the vendor shall provide the Ingham County Purchasing Department with a verifiable physical business address at which the business is conducted and a certification that at least 50% of the employees and subcontractors are residents of Ingham County. The employee and subcontractor provisions apply to each individual bid.

BE IT FURTHER RESOLVED, that all other terms and conditions of the County's Purchasing Policies remain in place.