

CHAIRPERSON
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VICE-CHAIRPERSON
LISA DEDDEN

VICE-CHAIRPERSON PRO-TEM
MIKE SEVERINO

FINANCE COMMITTEE
MARC THOMAS, CHAIR
CURTIS HERTEL, JR.
MARK GREBNER
LISA DEDDEN
TINA WEATHERWAX-GRANT
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 17, 2006 AT 6:00 P.M. IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Call to Order

Approval of the [May 17, 2006 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Sheriff's Office - Resolution for the Ingham County Sheriff's Office to Accept an Additional \$11,550.00 from the [Michigan Office of Highway Safety Planning](#) for the 2005/06 PA 416 Grant
2. Controller's Office – Resolution Updating [Various Fees](#) for County Services
3. 30th Circuit Court - Resolution Authorizing a Contract with Maximus, Inc. for the Preparation and Negotiation of a [Circuit Court](#) Department Rate Study
4. Health Department
 - a. Resolution to Amend [Resolution #05-307](#) (*Resolution to Authorize an Agreement with the National Association of Child Care Resources and Referral Agencies*)
 - b. Resolution to Authorize a [Child Care Training Agreement](#) with the Michigan 4C Association
 - c. Resolution Appointing [Suganda Lowhim, M.D.](#) as Deputy Medical Examiner
 - d. Resolution to Authorize Subcontracts to the [Infant Health](#) Disparities Initiative Grant
 - e. Resolution to Establish Positions to Implement the [Point of Sale](#) Regulation
5. Economic Development Corporation
 - a. Resolution Approving a [Retention Program](#) Contract with Dru Mitchell for Business Retention Services
 - b. Resolution Approving a [Tax Sharing Agreement](#) with the Charter Township of Meridian Downtown Development District
6. Parks & Recreation Commission
 - a. Resolution Authorizing Entering into [Easement Agreements](#) for the Heart of Michigan Trail

- b. Resolution Establishing an Additional [Ingham County Parks](#) Assistant Manager Position
 - c. Resolution Modifying the [Ordinance](#) Establishing the Ingham County Park Rules and Regulations
7. Purchasing Department - Resolution Authorizing [Fire Alarm](#) Improvements at the Ingham County Jail
8. Board Referral – Letter from [Delhi Charter Township](#) Announcing a Public Hearing to Consider an Application for an Industrial Facilities Exemption Certificate by Fibertec, Inc.

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
May 17, 2006
Minutes

Members Present: Marc Thomas, Curtis Hertel, Mark Grebner, Lisa Dedden, Tina Weatherwax-Grant, Steve Dougan and Board Chairperson Victor Celentino

Members Absent: None

Others Present: Teri Morton, John Neilsen, Rodney Taylor, Cecelia Kramer, Comm. Deb Nolan and other

The meeting was called to order by Chairperson Thomas at 6:01 p.m. in the Personnel Conference Room of the Human Services Building, 5303 S. Cedar, Lansing.

Approval of the May 3, 2006 Minutes

MOVED BY COMM. HERTEL, SUPPORTED BY COMM. DEDDEN, TO APPROVE THE MAY 3 MINUTES AS SUBMITTED. MOTION CARRIED UNANIMOUSLY. Absent: Comm. Dougan

Additions to the Agenda

2. Revised County Services 2007 County Fees Analysis worksheet
5. Resolution Amended by the Judiciary Committee
8. Substitute Resolution
10. Resolution Authorizing Contract with the Jasper Group for Maintenance on the Unisys Mainframe

(Comm. Dougan arrived.)

Limited Public Comment

Mr. Ambrose stated he was glad to be discussing issues, such as the Potter Park Zoo, with the Ingham County Board of Commissioners.

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

1. 911 Advisory Committee – Resolution Authorizing a Contract with East Lansing for a New Trunked Logging Recorder for the 911 Center
4. Purchasing Department – Resolution Authorizing Entering into a Contract with AVI Systems for Upgrades and/or Purchases for Court Recording Equipment

6. Health Department – Resolution to Authorize Amendment No. 2 and Amendment No. 3 to the 2006 Comprehensive Plan Budget and Contract with the Michigan Department of Community Health
8. Housing Commission – Revised Resolution Authorizing the Ingham County Housing Commission to Enter into a Contract with the City of Eaton Rapids to Act as a Third Party Administrator for a Downtown Rental Rehabilitation Program
9. Human Resources Department
 - a. Resolution Approving the UAW-TOPS Collective Bargaining Agreement
 - b. Resolution Approving a Collective Bargaining Agreement with the Ingham County Employees’ Association for the Professional Employees
 - c. Resolution Approving a Collective Bargaining Agreement with the Thirtieth Judicial Circuit Court and Ingham County Employees’ Association for the Professional Court Employees

MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. HERTEL, TO APPROVE THE ITEMS ON THE CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY.

7. Drain Commissioner – Resolution Pledging Full Faith and Credit for the Briarwood Drain Drainage District 2006 Drainage District Bonds

MOVED BY COMM. HERTEL, SUPPORTED BY COMM. DEDDEN, TO APPROVE THE RESOLUTION PLEDGING FULL FAITH AND CREDIT FOR THE BRIARWOOD DRAIN DRAINAGE DISTRICT 2006 DRAINAGE DISTRICT BONDS.

Comm. Dougan asked how the properties in the Drainage District would be affected by the project. Ms. Kramer, Drain Office, displayed a map of the District for the Committee’s review. She explained that a majority of the property in the project area is residential. Churches will not be affected by the project. The typical impact on the property owners will not be known until the bids are received and are opened.

MOTION CARRIED UNANIMOUSLY.

10. Resolution Authorizing Contract with the Jasper Group for Maintenance on the Unisys Mainframe

MOVED BY COMM. WEATHERWAX-GRANT, SUPPORTED BY COMM. DOUGAN, TO APPROVE THE RESOLUTION AUTHORIZING CONTRACT WITH THE JASPER GROUP FOR MAINTENANCE ON THE UNISYS MAINFRAME.

Mr. Taylor, MIS, stated the MIS Department has been making an effort to move away from the Unisys Mainframe (Mainframe). The primary reason for this is cost. In 2004 the Department

began implementation of a server based finance and payroll system. This was completed in 2005. Since then, the Department has been trying to reduce costs for the maintenance of this legacy hardware.

Due to the age of the Mainframe, the Department has had a number of cost increases over the last few years. Currently, the Department is paying \$84,946.56 in hardware maintenance per year. An RFP was issued to solicit bids which would allow the Department to reduce its yearly maintenance costs. The low bidder was Jasper Group. Jasper Group will provide the same service for \$48,981, or a reduction of 42%.

Mr. Taylor informed the Committee that the County Services Committee amended the Resolution to allow for an additional one year period with a total not to exceed amount of \$100,000 for the two-year period.

Once the legacy data is moved off the Mainframe and/or the departments no longer need access, this contract and the associated costs will be terminated.

Comm. Grebner stated the Mainframe is approximately 30 years old. He then stated he thought the Mainframe should have been decommissioned 15 years ago.

MOTION CARRIED UNANIMOUSLY.

3. Judiciary Committee – Resolution to Submit to the Electorate a Juvenile Millage Authorization

MOVED BY COMM. WEATHEWAX-GRANT, SUPPORTED BY COMM. HERTEL, TO APPROVE THE RESOLUTION TO SUBMIT TO THE ELECTORATE A JUVENILE MILLAGE AUTHORIZATION.

Comm. Weatherwax-Grant suggested the title of the Resolution and the ballot language be amended to change the term “Authorization” to “Renewal.” Those changes would also need to be made throughout the language and the Resolution.

Comm. Hertel asked why the change is needed. Comm. Grebner stated Mr. Stoker, County Attorney, explained in very complex language that the County can use the term “Renewal.” Chairperson Celentino stated Lansing Township used the term in their ballot language. Comm. Grebner further explained that Mr. Stoker believes it is safe for the County to use the term “Renewal” in the ballot language.

Comm. Dougan stated he thought that Mr. Stoker was going to explain this issue further to the Committee. Mr. Neilsen explained Mr. Stoker is comfortable with the suggested term.

Comm. Weatherwax-Grant stated this issue was brought up in the Judiciary Committee. Judiciary wants to ensure the voters are not misled by the ballot language. Comm. Dedden stated there was previous discussion about placing the language on the November ballot. She then

indicated her preference to placing the language on the November ballot. Comm. Weatherwax-Grant explained the Judiciary Committee wants to move forward on this matter. A new day treatment center will be coming on line in the near future and Judiciary wants to be able to inform the voters of this progress.

Chairperson Thomas stated this Resolution must be approved at the next Board of Commissioner's meeting in order to place the language on the August ballot.

Comm. Dedden explained her concern regarding the number of questions that will be on the upcoming ballot. There is also a difference between the August and the November voters. Comm. Grebner stated there will be a hot primary issue on the August ballot for Lansing and East Lansing. This should ensure a good electorate for the County's question. If the language fails in August, it could be placed on the November ballot.

The Committee accepted a FRIENDLY amendment to change term "Authorization" to "Renewal" in the title of Resolution and the title of the ballot language in the Resolution. The changes are to be made throughout the Resolution and language as required.

MOTION CARRIED UNANIMOUSLY as amended.

Chairperson Thomas stated he is leaving the meeting at this time. He will be in China for the next few weeks.

Vice Chairperson Hertel assumed his position as Vice Chairperson of this Committee.

5. Circuit Court/Family Division – Resolution Authorizing the County Controller to Procure Property for the Circuit Court's Continuum of Care Facility

MOVED BY COMM. WEATHERWAX-GRANT, SUPPORTED BY COMM. GREBNER, TO APPROVE THE RESOLUTION AUTHORIZING THE COUNTY CONTROLLER TO PROCURE PROPERTY FOR THE CIRCUIT COURT'S CONTINUUM OF CARE FACILITY.

Comm. Dougan cautioned the County regarding the Realtor's representation of the County in other property negotiations if the Verlinden matter falls through. He then stated it would be nice if the Lansing School District would reserve the property for a government to government arrangement.

Comm. Hertel explained the neighbors in the Verlinden School area will be engaging in discussions with the Court regarding its proposal. It's important to begin these discussions early.

Comm. Weatherwax-Grant stated the Lansing School District extended the proposal deadline to allow the County time to submit its proposal.

MOTION CARRIED UNANIMOUSLY.

2. Controller's Office – Discussion – 2007 Update on Fees: *Draft –Resolution Updating Various Fees for County Services*

The committee did not discuss this item.

Announcements

Comm. Dougan stated his hope to receive feedback from Mr. Hailey regarding the eight reclassifications in agenda item 9b. Ms. Morton informed Comm. Dougan that Mr. Hailey is at a MERS conference. The requested information should be available to Comm. Dougan tomorrow.

Public Comment: None

The meeting adjourned at 6:32 p.m.

Respectfully submitted,

Debra Neff

RESOLUTION STAFF REVIEW

DATE: May 26, 2006

Agenda Item Title: Resolution for the Ingham County Sheriff's Office to Accept an Additional \$11,550.00 from the Michigan Office of Highway Safety Planning for the 2005/06 PA 416 Grant

Submitted by Sheriff's Office

Committees: LE __*, JD ____, HS ____, CS ____, Finance __*

Summary of Proposed Action: This resolution authorizes accepting a supplemental grant appropriation from the Office of Highway Safety Planning (OHSP) for the 2005/06 PA 416 Grant.

Financial Implications: The Board of Commissioners accepted a grant from the State Office of Highway Safety Planning, for a total grant of \$295,000 for Traffic Unit related costs for the 2005/06 grant. The supplemental grant appropriation is for an additional \$11,550.00, bringing the total grant amount to \$306,550 for the 2005/06 PA 416 Grant.

Other Implications: None.

Staff Recommendation: JN X HH TM JC
This resolution should be approved.

Agenda Item 1

Introduced by the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION FOR THE INGHAM COUNTY SHERIFF'S OFFICE TO ACCEPT AN
ADDITIONAL \$11,550 FROM THE MICHIGAN OFFICE OF HIGHWAY SAFETY
PLANNING FOR THE 2005/06 PA 416 GRANT**

WHEREAS, the Ingham County Sheriff's Office received an additional \$11,550 from the Office of Highway Safety Planning (OHSP) to supplement the PA 416 secondary Road Patrol Grant; and

WHEREAS, the additional \$11,550 will be used to supplement Ingham County's funding of the traffic enforcement and safety positions; and

WHEREAS, the County budgeted \$295,000 from the OHSP for Traffic Unit related costs for the 2005/06 grant; and

WHEREAS, the Sheriff's Office is supportive of the additional \$11,550 to supplement the above Traffic Unit related costs.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Ingham County Sheriff's Office to accept and receive the \$11,550 grant supplement from the Office of Highway Safety Planning for the 2005/06 PA 416 Grant to increase the total to \$306,550.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Sheriff's Office to utilize the OHSP supplement grant to cover grant eligible costs for personnel and equipment.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller's Office to make the necessary adjustments in the Ingham County Sheriff's Office 2005/06 Budget.

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

RESOLUTION STAFF REVIEW

DATE: May 26, 2006

Agenda Item Title: Resolution Updating Various Fees for County Services

Submitted by: Controller's Office

Committees: LE __*, JD __*, HS __*, CS __*, Finance __*

Summary of Proposed Action: This resolution will authorize the adjustment of various fees for county services to be effective January 1, 2007. 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, except for the Commercial Soil Erosion and the Freedom of Information Act (FOIA) requests, was presented to all committees at the previous round of meetings. The Drain Commissioner is in the process of implementing a more comprehensive program that will comply with new Federal II guidelines and Part 91 as amended. Therefore, new fees will be submitted to the Board for review later, along with the cost and fees related to Commercial Soil Erosion. The fees for FOIA requests have also been added onto the attached schedule. These fees have not been adjusted since 1998, and the current cost is based on information received from our Print Shop. As stated in the attached memo from the Health Department and in this Resolution, many of the Health Department fees have been determined using the Board authorized methodology per Resolution #05-166 and are no longer necessary to establish per the fee schedule. In the last round of meetings, some additional information was requested:

- (1) An explanation of the current cost of Dog Kennel inspections for licensing (attached).
- (2) An analysis of actual total cost of services provided vs. the total fee revenue (attached).
- (3) A comparison of the budgeted fee revenue vs. the actual fee revenue. In 2005, fee revenue was budgeted at \$3.358 million. The 2005 actual collection was \$3.487 million.

Financial Implications: If the fee adjustments are passed as proposed, additional annual revenue would total approximately \$163,016. Any additional revenue will be recognized in the 2007 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: JN ___ HH ___ TM X JC ___
Staff recommends approval of the resolution.

MEMORANDUM

To: Budget Office

From: Bruce Bragg

Date: June 2, 2006

Subject: Health Department Fee Schedules and Policies

In addition to the fee schedules attached, fees within major Health Department services are set according to the following policies:

From Resolution No. 05-166

- the Health Department shall establish a charge for vaccines based on the cost of the immunizing agent rounded to the nearest whole dollar
- the Health Department shall establish a charge for family planning supplies based on the cost of supplies rounded to the nearest whole dollar
- the fees charged by the Ingham Community Health Centers (Ingham County Health Department) for medical services shall be 135% of the Medicare Fee Screen as published by the Center for Medicaid and Medicare Services (<http://www.cms.hhs.gov>) by procedural code (HCPCS) and specific to locality (Rest of Michigan).
- the fees charged by the Ingham County Health Department for dental services shall be 115% of the Delta Prudent Purchaser Agreement Fee Schedule for General Practitioner.
- the attached FQHC Schedule of Discounts for medical and dental services shall remain in effect for 2007.
- the attached Title X Schedule of Discounts for family planning services shall remain in effect for 2007.

From Resolution No. 05-242

- it is the intent of the Ingham County Board of Commissioners not to subsidize public health services to residents of other counties, except as provided for in this resolution.
- it is the intent of the Ingham County Board of Commissioners not to subsidize vaccine and vaccine administration services provided to adults, except as provided for in this resolution.
- In situations related to disease transmission, including disease outbreaks, the Health Department shall attempt to provide vaccines and vaccine administration services to address the needs of the at-risk population.
- In situations of disease outbreaks, the Health Department shall administer vaccines to persons who live, work or study in Ingham County based on the criteria established in the discount schedule adopted in Resolution No. 05-166.

- The Health Officer may identify a broader group of persons eligible for discounted services, in situations of disease outbreaks when he/she determines it necessary to protect the broader Ingham County community; any action by the Health Officer under this clause must be communicated immediately to the Board of Commissioners.

These policies should be included in the resolution that adopts the 2007 Health Department's fee schedules.

From: Jamie McAloon
To: McLaughlin, Elizabeth
Date: 5/23/06 1:51PM
Subject: estimate of our costs

Beth,

The animal control officer will make a minimum of three visits to each kennel during the licensing process as follows:

1.

Initial inspection (10 dogs or less) requires an average of two (hrs) to perform. Over ten dogs will require an additional hour or more depending on the number of animals.

2.

On the average at least one follow-up visit is needed to confirm improvements or modifications have been made prior to approving (averages one hour).

3.

Once approved a third visit is scheduled at random during the year to assure standards are maintained. (average one hour)

There are additional administrative costs:

photos to develop/ print, clerical duties related to finishing report prior to submitted to the deputy director for approval. Often phone calls are required, etc...

COSTS

Labor =4 hours of ACO X \$19. = \$ 76.

1 hour Administrative time X \$25 = \$ 25

Costs=Photocopying/printing mailing =\$5-10

Cost to license a kennel

10 dogs or less= \$ 108.

Over 10 dogs = \$ 118 +

These costs reflect the average kennels not the ones that can require three times as many hours and admin time.

Cost Vs. Actual Revenue
County Services Committee

Location of Service	Fee Description	2007 Cost	Target Percent	2007 Calc. Fee	Units	2007 Fee	Total Cost	Total Revenue	Difference
Clerk	Certified Copy - 1st Copy (1)	\$15.36	100.0%	\$15.36	10,500	\$15.00	\$161,326	\$157,500	(\$3,826)
Clerk	Certified Copy - Add'l Copies (1)	\$8.09	100.0%	\$8.09	24,500	8.00	\$198,212	\$196,000	(\$2,212)
Drain Comm.	Preliminary Comm. Site Plan Review	\$1,154.56	75.0%	\$865.92	140	590.00	\$161,639	\$82,600	(\$79,039)
Drain Comm.	Preliminary Plat Review	\$1,483.43	75.0%	\$1,112.57	8	590.00	\$11,867	\$4,720	(\$7,147)
Drain Comm.	Plat and Commercial Drainage Review			1,686.93					\$0
	First acre	\$598.70	100.0%	\$598.70	140	590.00	\$83,818	\$82,600	(\$1,218)
	Additional acre	\$63.02	100.0%	\$63.02	40	70.00	\$2,521	\$2,800	\$279
	Re-submission Admin fee	new			14	200.00	new	\$2,800	\$0
	Renewal					1/2 of orig fee			
Drain Comm.	Plat Drain Administration Fee	\$6,222.17	75.0%	\$4,666.63	35	1,800.00	\$217,776	\$63,000	(\$154,776)
Drain Comm.	Drain Crossing Permits, Review (Commercial)	\$438.32	100.0%	\$438.32	40	430.00	\$17,533	\$17,200	(\$333)
Drain Comm.	Drain Crossing Permit- (Residential) (3), (5)	\$115.54	100.0%	\$115.54	0	115.00	\$0	\$0	\$0
Drain Comm.	Tap in Permit - Residential	\$123.33	75.0%	\$92.50	130	90.00	\$16,033	\$11,700	(\$4,333)
Drain Comm.	Tap-in Permit - Commercial	\$481.44	75.0%	\$361.08	25	350.00	\$12,036	\$8,750	(\$3,286)
Drain Comm.	Soil Erosion Permit - Commercial (4)				184	*	*	*	*
	First acre (4)	\$658.79	100.0%	\$658.79	0	*	*	*	*
	Additional acre (4)	\$46.12	100.0%	\$46.12	0	*	*	*	*
	Renewal (4)				0	*	*	*	*
Drain Comm.	Soil Erosion Permit-Residential-12 mo.	\$231.08	100.0%	\$231.08	1,500	230.00	\$346,614	\$345,000	(\$1,614)
Drain Comm.	9 month duration (3)	\$296.88	75.0%	\$222.66	0	200.00	\$0	\$0	\$0
Drain Comm.	6 month duration (3)	\$240.71	75.0%	\$180.53	0	170.00	\$0	\$0	\$0
Drain Comm.	Renewal					1/2 of orig fee	\$0	\$0	\$0
Drain Comm.	Commercial Minor Disturbance Soil Erosion - Permit/Review/Inspection (2)	\$350.12	75.0%	\$262.59	46	260.00	\$16,105	\$11,960	(\$4,145)
Drain Comm.	Renewal					1/2 of orig fee	\$0	\$0	\$0
Drain Comm.	Residential Minor Disturbance Soil Erosion - Permit/Review/Inspection	\$56.17	75.0%	\$42.12	170	40.00	\$9,548	\$6,800	(\$2,748)
Drain Comm.	Violation and Cease&Desist Order (5)	\$262.59	100.0%	\$262.59	0	260.00	\$0	\$0	\$0
Drain Comm.	Title Search - Drain Assessments	\$4.77	100.0%	\$4.77	4,000	4.00	\$19,076	\$16,000	(\$3,076)
Equalization	Pre-2005 Paper Maps/Aerial photos (blueprints)	\$10.13	100.0%	\$10.13	3,000	10.00	\$30,404	\$30,000	(\$404)
Equalization	Digitally Produced Paper Maps- Parcel Layer						\$0	\$0	\$0

**Cost Vs. Actual Revenue
County Services Committee**

Location of Service	Fee Description	2007 Cost	Target Percent	2007 Calc. Fee	Units	2007 Fee	Total Cost	Total Revenue	Difference
Equalization	8.5" x 11" (6)	\$5.01	100.0%	\$5.01		5.00	\$0	\$0	\$0
Equalization	11" x 17" (6)	\$10.02	100.0%	\$10.02		10.00	\$0	\$0	\$0
Equalization	17" x 22" (6)	\$15.03	100.0%	\$15.03		15.00	\$0	\$0	\$0
Equalization	22" x 34" (6)	\$20.05	100.0%	\$20.05		20.00	\$0	\$0	\$0
Equalization	28" x 40" (6)	\$25.06	100.0%	\$25.06		25.00	\$0	\$0	\$0
Equalization	34" x 44" (6)	\$30.07	100.0%	\$30.07		30.00	\$0	\$0	\$0
Equalization	Digitally Produced Paper Maps - Parcel layer w/2005 Digital Photo Layer						\$0	\$0	\$0
Equalization	8.5" x 11" (6)	\$10.02	100.0%	\$10.02		10.00	\$0	\$0	\$0
Equalization	11" x 17" (6)	\$20.05	100.0%	\$20.05		20.00	\$0	\$0	\$0
Equalization	17" x 22" (6)	\$30.07	100.0%	\$30.07		30.00	\$0	\$0	\$0
Equalization	22" x 34" (6)	\$40.09	100.0%	\$40.09		40.00	\$0	\$0	\$0
Equalization	28" x 40" (6)	\$50.12	100.0%	\$50.12		50.00	\$0	\$0	\$0
Equalization	34" x 44" (6)	\$60.14	100.0%	\$60.14		60.00	\$0	\$0	\$0
Plat Board	Plat Administration Fee	\$100.67	100.0%	\$100.67	10	100.00	\$1,007	\$1,000	(\$7)
Treasurer	NSF Checks	\$28.63	100.0%	\$28.63	20	25.00	\$573	\$500	(\$73)
TOTALS							\$1,306,087	\$1,040,930	(\$267,957)

- (1) Per MCL 333.2891, local clerks cannot charge more than the State fees of \$26 for the first copy and \$12 for the second.
- (2) The Drain Commission has determined that the actual cost is much higher than the Maximus, since this not only includes 1-2 hours for review and issuance, but also 3-4 hours for inspection over the six-month permit period, similar to the staff time for a residential soil erosion permit. Therefore, it should have the same fee.
- (3) These 2006 Fees were omitted in Resolution 05-145 and were set later by Resolution 05-336 on December 13, 2005.
- (4) Fees related to Commercial Soil Erosion will be sent under separate cover. The Drain Commissioner is in the process of implementing a more comprehensive program that will comply with new Federal Phase II guidelines and Part 91 as amended.
- (5) This fee was added to the schedule last year and therefore, there is not yet a history of units from which to forecast.
- (6) These fees were established per Resolution 05-241 and there is not yet a history of units from which to forecast.

Cost Vs. Actual Revenue
Judiciary Committee

Location of Service	Fee Description	2007 Cost	Target Percent	2007 Calc. Fee	Units	2007 Fee	Total Cost	Total Revenue	Difference
All Courts	Work Release *	\$23.50	100.0%	23.50	5,250	\$23.00	\$123,372	\$120,750	(\$2,622)
District Court	Civil	80.81	50.0%	40.40	5,210	Varies	\$421,003	Varies	Varies
District Court	Community Service	9.25	100.0%	9.25	600	\$0.00	\$5,552	Varies	Varies
District Court	Felonies	130.30	0.0%	0.00	684	\$0.00	\$89,125	Varies	Varies
District Court	Pre-Sentence Reports	156.68	100.0%	156.68	480	\$0.00	\$75,207	Varies	Varies
District Court	Preliminary Breath Test (PBT)	4.62	100.0%	4.62	1,750	\$0.00	\$8,085	Varies	Varies
District Court	Probation Oversight	82.51	100.0%	82.51	5,220	\$35.00 /Month	\$430,699	Varies	Varies
District Court	Traffic/Criminal	45.91	100.0%	45.91	25,615	Varies	\$1,176,043	Varies	Varies
District Court	Traffic	183.50	50.0%	91.75	1,775	Varies	\$325,711	Varies	Varies
Circuit Court	Copies (1st 5 pages, each page)**	2.82	25.0%	0.71	2,000	1.00	\$5,644	\$2,000	(\$3,644)
Circuit Court	Additional Copies (over 10 pages)**	28.22	3.0%	0.85	above	0.50			
Circuit Court	Criminal Histories	8.22	100.0%	8.22	2,000	8.00	\$16,436	\$16,000	(\$436)
Circuit Court	Felony Case Costs	550.88	100.0%	550.88	684	550.00	\$376,804	\$376,200	(\$604)
Circuit Court	Show Cause - Probation	347.35	100.0%	347.35	377	70.00	\$130,952	\$26,390	(\$104,562)
Family Division	Delinquency Costs	350.89	100.0%	350.89	1,725	140.00	\$605,281	\$241,500	(\$363,781)
Family Division	In-Home Detention	34.30	0.0%	0.00	7,000	0.00	\$240,131	\$0	(\$240,131)
Family Division	Intensive Probation	811.30	0.0%	0.00	970	0.00	\$786,959	\$0	(\$786,959)
Family Division	Regular Probation	134.41	0.0%	0.00	5,292	0.00	\$711,274	\$0	(\$711,274)
Family Division	Tether	118.05	2.0%	8.00	2,625	8.00	\$309,892	\$21,000	(\$288,892)
Family Division	Traffic	192.24	50.0%	96.12	1,775	65.00	\$341,226	\$115,375	(\$225,851)
Family Division	Traffic - Fail to Appear	91.96	25.0%	22.99	355	20.00	\$32,646	\$7,100	(\$25,546)
FOC	FOC Bench Warrants	282.59	100.0%	282.59	1,200	180.00	\$339,113	\$216,000	(\$123,113)
TOTALS							\$6,551,156	\$1,142,315	(\$2,877,418)

* - Courts ordering work release are encouraged to recognize that the cost of administering work release at the jail has been calculated at \$23.00 per day

** As recommended by Maximus and the Board of Commissioners, the Circuit Court planned to set copy costs at \$5.00 for the first ten pages and \$0.50 for each additional page. The Circuit Court submitted an Administrative Order to the State Court Administrative Office (SCAO) to set the fees at those SCAO ruled the fees to be excessive. The Circuit Court and the SCAO came to an agreement regarding the copy fees as stated in the above table.

Cost Vs. Actual Revenue
Law Enforcement Committee

Location of Service	Fee Description	2007 Cost	Target Percent	2007 Calc. Fee	Units	2007 Fee	Total Cost	Total Revenue	Difference
Animal Control	Enforcement/Dog License Fees	\$50.91	25.0%	\$12.73	22,441	12.00	\$866,871	\$201,969	(\$654,902)
	Altered		25.0%	\$42.43	2,244	25.00	\$380,832	\$94,252	(\$286,580)
	Delinquent	\$169.70	25.0%	\$21.21	5,610	21.00	\$476,040	\$117,815	(\$358,224)
Animal Control	Unaltered	\$84.85	25.0%	\$5.30	3,667	10.00	\$77,781	\$36,667	(\$41,114)
Animal Control	Boarding Fee per day (4)	\$21.21	25.0%		1,870				
Animal Control	Adoption Fee	\$0.00	75.0%						
	Dogs(under six years of age) (1)	85.72	75.0%	64.29	655	60.00	\$56,103	\$39,270	(\$16,833)
	Dogs(six years or older) (1)	21.43	75.0%	16.07	94	15.00	\$2,004	\$1,403	(\$601)
	Puppies(ages-four months or less) (1)	128.58	75.0%	96.43	187	95.00	\$24,044	\$17,765	(\$6,279)
	Cats(under six years of age) (1)	71.43	75.0%	53.57	655	50.00	\$46,752	\$32,725	(\$14,027)
	Cats(six years or older) (1)	28.57	75.0%	21.43	94	20.00	\$2,672	\$1,870	(\$802)
	Kittens(ages-four months or less) (1)	57.15	75.0%	42.86	187	40.00	\$10,686	\$7,480	(\$3,206)
Animal Control	Animal Redemption - 1st offense	35.35	75.0%	26.52	682	26.00	\$24,120	\$17,738	(\$6,382)
	2nd offense	42.43	75.0%	31.82	177	31.00	\$7,518	\$5,493	(\$2,025)
	3rd offense	84.85	75.0%	63.64	27	63.00	\$2,255	\$1,675	(\$581)
	after 3rd offense	169.70	75.0%	127.28	0	125.00	\$0	\$0	\$0
Animal Control	Euthanasia Fee	47.73	100.0%	47.73	200	45.00	\$9,546	\$9,000	(\$546)
Animal Control	Ten Dog Kennel Inspection Fee	44.55	100.0%	44.55	10	70.00	\$445	\$700	\$255
Animal Control	Over Ten Dog Kennel Inspection Fee	50.91	100.0%	50.91	5	90.00	\$255	\$450	\$195
Animal Control	Owner Surrender	30.76	75.0%	23.07	850	15.00	\$26,145	\$12,750	(\$13,395)
Pros Atty	Diversion - Initial Interview	58.41	50.0%	29.21	450	25.00	\$26,285	\$11,250	(\$15,035)
Pros Atty	Diversion - Service Fee		50.0%		274		\$0	\$0	\$0
	Misdemeanor Offender	763.18	50.0%	381.59		380.00	\$0	\$0	\$0
	Felony Offender	1,373.72	50.0%	686.86		680.00	\$0	\$0	\$0
Pros Atty	Costs-eligible convictions - Guilty Plea	120.74	75.0%	90.56	988	75.00	\$119,293	\$74,100	(\$45,193)
Pros Atty	Costs for eligible convictions - Trial	1,932.10	10.0%	193.21	11	115.00	\$21,253	\$1,265	(\$19,988)
Jail	Day Rate (3)	50.69	100.0%	50.69	600	35.00	\$30,416	\$21,000	(\$9,416)
Sheriff	Accident/Incident Report	4.90	100.0%	*	2,392	*		*	*
Sheriff	Fingerprinting	11.21	100.0%	11.21	1,236	15.00	\$13,855	\$18,540	\$4,685
Sheriff	OWI arrest resulting in conviction (2)	238.03	100.0%	238.03	303	varies	varies	varies	varies
Sheriff	Costs for eligible arrests - command (2)	62.19	100.0%	62.19	varies	varies	varies	varies	varies
				per hour					\$0
Sheriff	Costs for eligible arrests - deputy (2)	54.01	100.0%	54.01	varies	varies	varies	varies	varies
TOTALS							\$2,215,169	\$725,176	(\$1,489,993)

* - \$4.00 per page for first two pages, \$1.00 per additional page after the first two pages.

(1) These fees were set by Resolution 05-033

(2) These fees were set by Resolution 03-161.

(3) The Prisoner Reimbursement to the County Act was increased from a maximum of \$30 per day, to \$60 per day, as currently set forth in MCL 801.83.

(4) The Boarding Fee was not part of the Maximus study, but the average around the state is \$7-\$15 per day. This fee is set slightly less than the median amount.

Cost Vs. Actual Revenue
Human Services Committee

Location of Service	Fee Description	2007 Cost	Target Percent	2007 Calc. Fee	Units	2007 Fee	Total Cost	Total Revenue	Difference
Coop. Ext.	Soil Box Analysis (9)	\$15.61	80.0%	12.49	300	12.00	\$4,683	\$3,600	(\$1,083)
Comm. Health	Diabetes Educ Ind., per 15 mins(4)	345.92	100.0%			20.00			
Comm. Health	Smoking Cessation, Ind, per 15 mins					20.00			
Comm. Health	GC Prob Tech (3), (6)	14.74	100.0%	14.74	1,000	COST	\$14,737	COST	COST
Comm. Health	Conting Ed. Fee Diseased Control/Imm. (4)	10.64	100.0%	10.64	354	10.00	\$3,768	\$3,540	(\$228)
Comm. Health	INS Vaccination Verif Form I-693 (11)	26.61	100.0%	26.61	300	26.00	\$7,983	\$7,800	(\$183)
Comm. Health	Immuniz Record Copying Fee (4)	3.19	100.0%	3.19	750	3.00	\$2,395	\$2,250	(\$145)
Comm. Health	MSS Tran. Bus/Van (5)	22.56	100.0%	22.56	50	22.56	\$1,128	\$1,128	(\$0)
Comm. Health	MSS - Trans Taxi (5)	22.68	100.0%	22.68	50	22.68	\$1,134	\$1,134	(\$0)
Comm. Health	MSS Trans. Volunteer (5)	0.24	100.0%	0.24	5	0.24	\$1	\$1	(\$0)
Comm. Health	ISS Trans. Bus/Van (5)	22.56	100.0%	22.56	50	22.56	\$1,128	\$1,128	(\$0)
Comm. Health	ISS - Trans Taxi (5)	22.68	100.0%	22.68	50	22.68	\$1,134	\$1,134	(\$0)
Comm. Health	ISS Trans. Volunteer (5)	0.24	100.0%	0.24	5	0.24	\$1	\$1	(\$0)
Comm. Health	Compreh Envir Investigation (5)	212.88	100.0%	212.88	11	212.00	\$2,342	\$2,332	(\$10)
Comm. Health	Assessment of Home (5)	90.47	100.0%	90.47	5	90.00	\$452	\$450	(\$2)
Imm. Clinic	Immigration Physical Exams (11)	140.73	100.0%	140.73	10	140.00	\$1,407	\$1,400	(\$7)
Imm. Clinic	Internat'l Travel Consult	43.83	75.0%	32.87		32.00	\$0	\$0	\$0
Med Examiner	Influenza (including Admin)	34.24	75.0%	25.68	12,147	25.00	\$415,933	\$303,675	(\$112,258)
Med Examiner	Cremation Permits	17.07	100.0%	17.07		17.00	\$0	\$0	\$0
Med Examiner	Autopsy Report Copies (family)	11.38	100.0%	11.38	140	11.00	\$1,593	\$1,540	(\$53)
Med Examiner	Autopsy Report Copies (others)	28.45	100.0%	28.45	56	28.00	\$1,593	\$1,568	(\$25)
Env. Health	Fixed Food Svc Estab-Nonprofit	1,077.92	25.0%	269.48	43	175.00	\$46,350	\$7,525	(\$38,825)
Env. Health	Fixed Food Svc Estab - Profit		50.0%		686				
Env. Health	Initial License incl. 2 hours Plan Rev	1,984.65	50.0%	992.32	480	992.00	\$953,027	\$476,358	(\$476,669)
Env. Health	Initial Restricted License	986.16	50.0%	493.08	103	493.00	\$101,476	\$50,730	(\$50,746)

Location of Service	Fee Description	2007 Cost	Target Percent	2007 Calc. Fee	Units	2007 Fee	Total Cost	Total Revenue	Difference
Env. Health	Initial License (Mobile)	698.53	50.0%	349.26	69	349.00	\$47,919	\$23,941	(\$23,978)
Env. Health	Multiple facility renewal license	308.17	50.0%	154.09	34	154.00	\$10,570	\$5,282	(\$5,288)
Env. Health	Renewal License				245				
Env. Health	At least \$750,000 (1)	1,643.60	50.0%	821.80	172	821.00	\$281,877	\$140,802	(\$141,076)
Env. Health	At least \$500,000, less than \$750,000 (1)	1,345.70	50.0%	672.85	37	672.00	\$49,454	\$24,696	(\$24,758)
Env. Health	At least \$250,000, less than \$500,000 (1)	1,037.52	50.0%	518.76	25	518.00	\$25,419	\$12,691	(\$12,728)
Env. Health	Less than \$250,000 (1)	739.62	50.0%	369.81	12	369.00	\$9,060	\$4,520	(\$4,540)
Env. Health	Seasonal Renewal License, FSE				49				
Env. Health	Seasonal Gross sales exc. \$750,000	986.16	50.0%	493.08	29	496.00	\$28,993	\$14,582	(\$14,411)
Env. Health	Seasonal at least \$500,000, less \$750,000	807.42	50.0%	403.71	7	403.00	\$5,935	\$2,962	(\$2,972)
Env. Health	Seasonal at least \$250,000, less \$500,000	622.51	50.0%	311.26	5	311.00	\$3,050	\$1,524	(\$1,526)
Env. Health	Seasonal less than \$250,000	443.77	50.0%	221.89	2	221.00	\$1,087	\$541	(\$546)
Env. Health	Non-profit	154.09	50.0%	77.04	5	77.00	\$755	\$377	(\$378)
Env. Health	Change of Ownership of FSE	587.59	50.0%	293.79		293.00	\$0	\$0	\$0
Env. Health	Fixed FSE - Initial License, Nonprofit	1,077.92	50.0%	538.96	5	205.00	\$5,390	\$1,025	(\$4,365)
Env. Health	Init Lic Fee Exmpt(plan revv only) Govt	341.05	50.0%	170.52		170.00			
Env. Health	FSE - Schools/Indigent		50.0%		128	0.00			
Env. Health	late renewal - additional	205.45	50.0%	102.72	28	102.00	\$5,753	\$2,856	(\$2,897)
Env. Health	Public Pool Inspection	170.52	100.0%	170.52	178	170.00	\$30,353	\$30,260	(\$93)
Env. Health	Each add'l pool at same location	85.26	100.0%	85.26		85.00			
Env. Health	Pool Reinspection (after violation)	85.26	100.0%	85.26		85.00			
Env. Health	Child&Adult Care Fac Ins-Full	166.41	100.0%	166.41		166.00			
Env. Health	Child&Adult Care Fac Ins.-W&S	104.78	100.0%	104.78		104.00			
Env. Health	Child & Adult Care Plan Review	308.17	100.0%	308.17		308.00			
Env. Health	Initial STFU license Incl. Plan Review	534.17	50.0%	267.08	47	267.00	\$25,106	\$12,549	(\$12,557)
Env. Health	STFU in season inspection (7)	184.90	50.0%	92.45		90.00			
Env. Health	STFU Renewal	193.12	50.0%	96.56		96.00			
Env. Health	Tattooing Business License (1)	682.09	50.0%	341.05	12	341.00	\$8,185	\$4,092	(\$4,093)
Env. Health	Tattooing Lic-late renewal-additional	205.45	50.0%	102.72		102.00			
Env. Health	Temp. Food Svc Establmt- Fee-Exempt		50.0%		305				
Env. Health	Temp FSE - Non-Profit (2)	215.96	50.0%	107.98	62	82.00	\$13,389	\$5,084	(\$8,305)
Env. Health	Temp Nonprf FSE-Ops Beg Bef Licg (double)	328.72	50.0%	164.36		164.00			
Env. Health	Temp FSE- Preparation Type (2)	343.72	50.0%	171.86		172.00			
Env. Health	Temp FSE-Ops Began Before Licg (double)	684.26	50.0%	342.13		344.00			

Location of Service	Fee Description	2007 Cost	Target Percent	2007 Calc. Fee	Units	2007 Fee	Total Cost	Total Revenue	Difference
Env. Health	Temp FSE-each add'l lic.after 2 at 1 loc	110.94	50.0%	55.47		55.00			
Env. Health	Vending	0.00	50.0%	0.00					
Env. Health	1-3 Licensable Mach. in Same Loc.	124.05	50.0%	62.03	41	62.00	\$5,086	\$2,542	(\$2,544)
Env. Health	4-6 Licensable Mach. in Same Loc.	165.14	50.0%	82.57		82.00			
Env. Health	7-10 Licensable Mach. in Same Loc.	217.76	50.0%	108.88	40	108.00	\$8,710	\$4,320	(\$4,390)
Env. Health	Larger Location (First 10 machines)	215.72	50.0%	107.86		108.00			
Env. Health	Larger Loc (Add'l Machine > 10)	10.92	50.0%	5.46		5.00			
Env. Health	Sewage Only (new)	436.58	100.0%	436.58	250	436.00	\$109,145	\$109,000	(\$145)
Env. Health	Well Only (new)	436.58	100.0%	436.58	300	436.00	\$130,974	\$130,800	(\$174)
Env. Health	Vacant Land Evaluation (8)	420.43	100.0%	420.43	145	420.00	\$60,962	\$60,900	(\$62)
Env. Health	On-Site Sewage syst Plan Revw (8)	416.04	100.0%	416.04	240	416.00	\$99,849	\$99,840	(\$9)
Env. Health	Repair - Well	154.09	100.0%	154.09		154.00			
Env. Health	Altern On-site Sewage Syst Plan Revw (4)	319.31	100.0%	319.31	100	319.00	\$31,931	\$31,900	(\$31)
Env. Health	Appeals Board Fee	30.82	100.0%	30.82		30.00			
Env. Health	Hourly Rate Over Standard Service	85.26	100.0%	85.26		85.00			
Env. Health	Subdivision Evaluation of Preliminary Plat	170.52	100.0%	170.52		170.00			
Env. Health	Bathing Area Operational Permit	170.52	100.0%	170.52		170.00			
Env. Health	Reinstmt of bathing area permit	85.26	100.0%	85.26		85.00			
Env. Health	Sanitary Surv for Prop. Bathing Beach	341.05	100.0%	341.05		341.00			
Env. Health	Loan Evaluation-Residential Premises	231.13	100.0%	231.13		231.00			
Env. Health	Munic Regu Eval. of Well/Septic	85.26	100.0%	85.26		85.00			
Env. Health	Reinstatent of Susp FSE	435.55	100.0%	435.55		435.00			
Env. Health	Surcharge-Fail submit plans/chg own	435.55	100.0%	435.55		435.00			
Env. Health	Surcharge-Fail of applic - vending	143.81	100.0%	143.81		143.00			
Env. Health	Critical Follow-up Inspection fee	103.75	100.0%	103.75		103.00			
Env. Health	Reinstmt of Susp Tattooing License (10)					160.00			
Env. Health	Point of Sale- application processing fee (10)					150.00			
Env. Health	Point of Sale- on site evaluation well & septic(10)					300.00			
Env. Health	Point of Sale- Waste Treatment by ICHD (not including pumping fees) (10)					175.00			
Env. Health	Point of Sale- Waste Treatment by ICHD (not including pumping fees) (10)					125.00			

Location of Service	Fee Description	2007 Cost	Target Percent	2007 Calc. Fee	Units	2007 Fee	Total Cost	Total Revenue	Difference
Env. Health	Point of Sale- follow up/hr.- septic only (10)					85.00	\$0	\$0	\$0
Env. Health	Point of Sale- follow up/hr.- well only (10)					85.00			
Env. Health	Point of Sale- Annual Inspector renewal fee (10)					100.00			
Health Ed.	License- Tobacco Sales- 3yr.- Retailer (10)					155.00			
Health Ed.	License- Tobacco Sales- 3yr.- Vend. Mach. (10)					15.00			
OYC	Consultation Request (per hr.) (10)	51.36	100.0%	51.36		51.00			
OYC	Agency Training Request- Base, 1.5 hr. (10)	154.09	100.0%	154.09		155.00			
OYC	Agency Training Request- Base, 2.5 hr. (10)	256.81	100.0%	256.81		257.00			
OYC	Agency Train. Request- Base, 1.5 hr, each add. (10)	10.27	100.0%	10.27		11.00			
OYC	Agency Train. Request- Base, 2.5 hr, each add. (10)	15.41	100.0%	15.41		16.00			
OYC	OYC-Advertised Train.- 1.5 hr./per person (min. 15 attending) (10)	20.54	100.0%	20.54		21.00			
OYC	OYC-Advertised Train.- 2.5 hr./per person (min. 15 attending) (10)	25.68	100.0%	25.68		26.00			
OYC	OYC-Advertised Train.- 5.0 hrs./per person (min. 15 attending). (10)	51.36	100.0%	51.36		52.00			
Vet. Affairs	County User Fee	16.04	100.0%	16.04	1,832	16.04	\$29,394	\$29,385	(\$9)
							2,590,617	1,623,767	(\$952,113)

(1) 2004 Fee set by R03-190.

(2) 2004 Fee set by R03-209.

(3) 2004 Fee set by R02-305.

(4) 2004 Fee set by R03-190. New fee - no cost calculated by Maximus. Analysis assumes 2004 fee is charged at appropriate cost with a target cost recovery of 100%.

(5) 2004 Fee set by R03-114. New fee - no cost calculated by Maximus. Analysis assumes 20

Location of Service	Fee Description	2007 Cost	Target Percent	2007 Calc. Fee	Units	2007 Fee	Total Cost	Total Revenue	Difference
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cost recovery of 100%.

(6) This fee is only to reimburse the Health Department for the cost of the test (the Health Dep

Current Charge is \$13.50

(7) Due to a change in regulation, the state sets the fee.

(8) Fee set by R01-231.

(9) Target Percentage reduced by R04-149

(10) This fee was added to the schedule this year and there is not yet a history of units

(11) Fee set by R05-242.

Agenda Item 2

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 covered 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 the 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, these recommendations are distributed to the affected offices and departments, in order to receive their input; and

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

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

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

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes or encourages the following fee increases in Attachments A and B at the rates established effective January 1, 2007 with the exception of the Health Department, where new rates will be effective October 1, 2006.

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 Resolutions #05-166 and #05-242.

ATTACHMENT A: FEES WHICH ARE ADJUSTED

Location of Service	Fee Description	2006 Fee	2007 Fee	Target Percent
Controller	FOIA Request Copies	\$0.05	\$0.07	100.0%
Controller	FOIA Request Envelopes	\$0.02	\$0.03	100.0%
Drain Comm.	Preliminary Comm. Site Plan Review	\$570.00	590.00	75.0%
Drain Comm.	Preliminary Plat Review	\$570.00	590.00	75.0%
Drain Comm.	Plat&Comm Drainage Review - First acre	\$570.00	590.00	100.0%
Drain Comm.	Plat&Comm Drainage Review - Addtl acre	\$60.00	70.00	100.0%
Drain Comm.	Plat&Comm Drainage-Re-submission fee	\$0.00	200.00	100.0%
Drain Comm.	Plat Drain Administration Fee	\$1,725.00	1,800.00	75.0%
Drain Comm.	Drain Crossing Permits, Review (Commercial)	\$410.00	430.00	100.0%
Drain Comm.	Drain Crossing Permit- (Residential)	\$110.00	115.00	100.0%
Drain Comm.	Tap in Permit - Residential	\$85.00	90.00	75.0%
Drain Comm.	Tap-in Permit - Commercial	\$325.00	350.00	75.0%
Drain Comm.	Soil Erosion Permit-Residential-12 mo.	\$220.00	230.00	75.0%
Drain Comm.	Soil Erosion Permit-Residential- 9 mo.	\$195.00	200.00	75.0%
Drain Comm.	Soil Erosion Permit-Residential- 6 mo.	\$160.00	170.00	75.0%
Drain Comm.	Commercial Minor Disturbance Soil Erosion - Permit/Review/Inspection	\$250.00	260.00	75.0%
Drain Comm.	Violation and Cease&Desist Order	\$250.00	260.00	100.0%
Animal Control	Enforcement/Dog License-Delinquent	24.00 40.00	25.00 42.00	25.0%
Animal Control	Enforcement/Dog License-Unaltered	20.00	21.00	25.0%
Animal Control	Boarding Fee per day	5.00	10.00	25.0%
Animal Control	Adoption -Puppies(age-four months or less)	90.00	95.00	75.0%
Animal Control	Animal Redemption - 1st offense	25.00	26.00	75.0%
Animal Control	Animal Redemption - 2nd offense	30.00	31.00	75.0%
Animal Control	Animal Redemption - 3rd offense	60.00	63.00	75.0%
Animal Control	Animal Redemption - after 3rd offense	120.00	125.00	75.0%
Animal Control	Ten Dog Kennel Inspection Fee	42.00	70.00	100.0%
Animal Control	Over Ten Dog Kennel Inspection Fee	48.00	90.00	100.0%
Pros Atty	Diversion - Svc Fee - Misdemeanor Offender	375.00	380.00	50.0%
Pros Atty	Diversion - Svc Fee - Felony Offender	675.00	680.00	50.0%
Pros Atty	Costs-eligible convictions - Guilty Plea	70.00	75.00	75.0%
Pros Atty	Costs for eligible convictions - Trial	110.00	115.00	10.0%
Jail	Day Rate	30.00	35.00	100.0%
Comm. Health	INS Vaccination Verif Form I-693	25.00	26.00	100.0%
Comm. Health	MSS Tran. Bus/Van	21.97 (max)	22.56 (max)	100.0%
Comm. Health	MSS - Trans Taxi	22.08 (max)	22.68 (max)	100.0%
Comm. Health	ISS Trans. Bus/Van	21.97 (max)	22.56 (max)	100.0%
Comm. Health	ISS - Trans Taxi	22.08 (max)	22.68 (max)	100.0%
Comm. Health	Compreh Envir Investigation	205.00	212.00	100.0%
Comm. Health	Assessment of Home	85.00	90.00	100.0%
Comm. Health	Immigration Physical Exams	137.00	140.00	100.0%
Med Examiner	Cremation Permits	15.00	17.00	100.0%
Med Examiner	Autopsy Report Copies (family)	10.00	11.00	100.0%
Med Examiner	Autopsy Report Copies (others)	25.00	28.00	100.0%
Env. Health	Fixed Food Svc Estab-Nonprofit	150.00	175.00	25.0%
Env. Health	Fixed Food Svc Estab-Initl Lic incl. Plan Rev	966.00	992.00	50.0%
Env. Health	Fixed Food Svc Est-Initial Restricted Lic	480.00	493.00	50.0%
Env. Health	Fixed Food Svc Est-Initial License (Mobile)	340.00	349.00	50.0%
Env. Health	Multiple facility renewal license	150.00	154.00	50.0%
Env. Health	Renewal License-At least \$750,000	800.00	821.00	50.0%

ATTACHMENT A: FEES WHICH ARE ADJUSTED

Location of Service	Fee Description	2006 Fee	2007 Fee	Target Percent
Env. Health	Renewal License-At least \$500,000,less than \$750,000	655.00	672.00	50.0%
Env. Health	Renewal License-At least \$250,000,less than \$500,000	505.00	518.00	50.0%
Env. Health	Renewal License-Less than \$250,000	360.00	369.00	50.0%
Env. Health	Seasonal Renewal Lic FSE -Gross sales exc. \$750,000	480.00	496.00	50.0%
Env. Health	Seasonal Renewal Lic at least \$500,000,less \$750,000	393.00	403.00	50.0%
Env. Health	Seasonal Renewal Lic at least \$250,000,less \$500,000	303.00	311.00	50.0%
Env. Health	Seasonal Renewal Lic less than \$250,000	216.00	221.00	50.0%
Env. Health	Seasonal Renewal License - Non-profit	75.00	77.00	50.0%
Env. Health	Change of Ownership of FSE	286.00	293.00	50.0%
Env. Health	Fixed FSE - Initial License, Nonprofit	200.00	205.00	50.0%
Env. Health	Initl Lic Fee Exmpt(plan revw only) Govt	166.00	170.00	50.0%
Env. Health	FSE-Schools/Indigent-late renewal - add'l	100.00	102.00	50.0%
Env. Health	Public Pool Inspection	166.00	170.00	100.0%
Env. Health	Each add'l pool at same location	83.00	85.00	100.0%
Env. Health	Pool Reinspection (after violation)	83.00	85.00	100.0%
Env. Health	Child&Adult Care Fac Ins-Full	162.00	166.00	100.0%
Env. Health	Child&Adult Care Fac Ins.-W&S	102.00	104.00	100.0%
Env. Health	Child & Adult Care Plan Review	300.00	308.00	100.0%
Env. Health	Initial STFU license Incl. Plan Review	260.00	267.00	50.0%
Env. Health	STFU Renewal	94.00	96.00	50.0%
Env. Health	Tattooing Business License	332.00	341.00	50.0%
Env. Health	Tattooing Lic-late renewal-additional	100.00	102.00	50.0%
Env. Health	Temp FSE - Non-Profit	80.00	82.00	50.0%
Env. Health	Temp Nonprf FSE-Ops Beg Bef Licg (double)	160.00	164.00	50.0%
Env. Health	Temp FSE- Preparation Type	166.00	172.00	50.0%
Env. Health	Temp FSE-Ops Began Before Licg (double)	332.00	344.00	50.0%
Env. Health	Temp FSE-each add'l lic.after 2 at 1 loc	54.00	55.00	50.0%
Env. Health	Vending: 1-3 Licensable Mach. in Same Loc.	60.00	62.00	50.0%
Env. Health	Vending: 4-6 Licensable Mach. in Same Loc.	80.00	82.00	50.0%
Env. Health	Vending: 7-10 Licensable Mach. in Same Loc.	105.00	108.00	50.0%
Env. Health	Vending: Larger Location (First 10 machines)	105.00	108.00	50.0%
Env. Health	Sewage Only (new)	425.00	436.00	100.0%
Env. Health	Well Only (new)	425.00	436.00	100.0%
Env. Health	Vacant Land Evaluation	405.00	420.00	100.0%
Env. Health	On-Site Sewage syst Plan Review	405.00	416.00	100.0%
Env. Health	Repair - Well	150.00	154.00	100.0%
Env. Health	Altern On-site Sewage Syst Plan Revw	310.00	319.00	100.0%
Env. Health	Hourly Rate Over Standard Service	83.00	85.00	100.0%
Env. Health	Subdivision Evaluation of Preliminary Plat	166.00	170.00	100.0%
Env. Health	Bathing Area Operational Permit	166.00	170.00	100.0%
Env. Health	Reinstmt of bathing area permit	83.00	85.00	100.0%
Env. Health	Sanitary Surv for Prop. Bathg Beach	332.00	341.00	100.0%
Env. Health	Loan Evaluation-Residential Premises	225.00	231.00	100.0%
Env. Health	Munic Requ Eval. of Well/Septic	83.00	85.00	100.0%
Env. Health	Reinstatemt of Susp FSE	424.00	435.00	100.0%
Env. Health	Surchrge-Fail submit plans/chg own	424.00	435.00	100.0%
Env. Health	Surcharge-Fail of applic - vending	140.00	143.00	100.0%
Env. Health	Critical Follow-up Inspection fee	101.00	103.00	100.0%
Env. Health	Reinstmt of Susp Tattooing License	n/a	160.00	100.0%
Env. Health	Point of Sale- application processing fee	n/a	150.00	100.0%
Env. Health	Point of Sale- on site evaluation well & septic	n/a	300.00	100.0%

ATTACHMENT A: FEES WHICH ARE ADJUSTED

Location of Service	Fee Description	2006 Fee	2007 Fee	Target Percent
Env. Health	Point of Sale- Waste Treatment by ICHD (not including pumping fees)	n/a	175.00	\$0
Env. Health	Point of Sale- Waste Treatment by ICHD (not including pumping fees)	n/a	125.00	\$0
Env. Health	Point of Sale- follow up/hr.- septic only	n/a	85.00	\$0
Env. Health	Point of Sale- follow up/hr.- well only	n/a	85.00	\$0
Env. Health	Point of Sale- Annual Inspector renewal fee	n/a	100.00	\$0
Health Ed.	License- Tobacco Sales- 3yr.- Retailer	n/a	155.00	\$0
Health Ed.	License- Tobacco Sales- 3yr.- Vend. Mach.	n/a	15.00	\$0
OYC	Consultation Request (per hr.)	50.00	51.00	100.0%
OYC	Agency Training Request- Base, 1.5 hr.	150.00	155.00	100.0%
OYC	Agency Training Request- Base, 2.5 hr.	250.00	257.00	100.0%
OYC	Agency Train. Request- Base, 1.5 hr, each add.	10.00	11.00	100.0%
OYC	Agency Train. Request- Base, 2.5 hr, each add.	15.00	16.00	100.0%
OYC	OYC-Advertised Train.- 1.5 hr./per person (min. 15 attending)	15.00	21.00	100.0%
OYC	OYC-Advertised Train.- 2.5 hr./per person (min. 15 attending)	15.00	26.00	100.0%
OYC	OYC-Advertised Train.- 5.0 hrs./per person (min. 15 attending).	15.00	52.00	100.0%
Vet. Affairs	County User Fee	15.89	16.04	100.0%

ATTACHMENT B: FEES FOR WHICH AN ADJUSTMENT IS RECOMMENDED

Location of Service	Fee Description	2006 Fee	2007 Fee	Target Percent
All Courts	Work Release	20.00 (min)	23.00 (min)	100.0%
Circuit Court	Felony Case Costs	525.00	550.00	100.0%
Circuit Court	Show Cause - Probation	65.00	70.00	100.0%
Family Division	Delinquency Costs	130.00	140.00	100.0%
Family Division	Traffic	60.00	65.00	50.0%

Agenda Item 3

RESOLUTION STAFF REVIEW

DATE: May 22, 2006

Agenda Item Title: Resolution Authorizing a Contract with Maximus, Inc. for the Preparation and Negotiation of a Circuit Court Department Rate Study

Submitted by: 30th Circuit Court

Committees: LE ____, JD __*, HS ____, CS ____, Finance __*

Summary of Proposed Action:

This resolution will authorize a contract with Maximus, Inc. for the preparation and negotiation of a Circuit Court department rate study. The County currently utilizes Maximus, Inc. to prepare the Friend of the Court time studies and indirect cost rates. This will allow the Court to maximize the amount of reimbursement to the State Department of Human Services (DHS) for the Friend of the Court and Child Care Funds by identifying the indirect costs associated with the Court's administration of various programs under their purview.

Financial Implications:

The cost will be \$8,000 with the funds to come from the 2006 Contingency Fund. (The current balance is \$236,413.)

Other Implications: These additional services should result in increased revenues for the Court.

Staff Recommendation: JN __* HH ____ TM ____ JC ____

This resolution should be approved.

Agenda Item 3

Introduced by the Judiciary and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A CONTRACT WITH MAXIMUS, INC. FOR THE
PREPARATION AND NEGOTIATION OF A
CIRCUIT COURT DEPARTMENT RATE STUDY**

WHEREAS, the 30th Circuit Court operates several programs associated with the state and federal government; and

WHEREAS, the 30th Circuit Court wishes to engage their consultant, Maximus, Inc., in the preparation and negotiation of a Circuit Court department rate study in order to maximize the eligible reimbursement the Court and County are entitled to.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves a contract with Maximus, Inc. for the preparation and negotiation of a Circuit Court department rate study, at a cost of \$8,000, to be done within thirty days of the passage of this resolution.

BE IT FURTHER RESOLVED, that the Board of Commissioners directs the Controller to make the necessary budget transfer of \$8,000 from the 2006 Contingency Account to the Circuit Court budget.

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 and approved as to form by the County Attorney.

RESOLUTION STAFF REVIEW

DATE: May 23, 2006

Agenda Item Title: Resolution to Amend Resolution #05-307 (*Resolution to Authorize an Agreement with the National Association of Child Care Resources and Referral Agencies*)

Submitted by: Health Department

Committees: LE ____, JD ____, HS __*, CS ____, Finance __*

Summary of Proposed Action: This resolution will authorize amending an existing Memorandum of Agreement with the National Association of Child Care Resources and Referral Agencies to provide child care services through the Office for Young Children to active duty military families living within the OYC's four county service area. The attached resolution will amend Resolution #05-307 to establish the period of the Agreement as May 15, 2006 through June 30, 2007. It also eliminates the opportunity for automatic annual renewal. All other terms and conditions of Resolution #05-307 shall remain in effect.

Financial: No change.

Other Implications: None.

Staff Recommendation: JN __* HH ____ TM ____ JC ____
This resolution should be approved.

MEMORANDUM

To: Human Services Committee
Finance Committee

From: Bruce Bragg

Date: June 2, 2006

Subject: Amendment to OYC Military Services Agreement

In November 2005, the Board of Commissioners adopted Resolution No. 05-307 and authorized a Memorandum of Agreement with the National Association of Child Care Resources and Referral Agencies to provide child care services through the Office for Young Children to active duty military families living within the OYC's four county service area.

The NACCRRRA has now advised us that the period of the agreement should be changed and that the agreement will not be automatically renewed from year to year. The attached resolution will amend Resolution No. 05-307 to establish the period of the Agreement as May 15, 2006 through June 30, 2007. It also eliminates the opportunity for automatic annual renewal. The amended language will be:

The term of this MOA will be from May 15, 2006 through June 30, 2007, or until amended or terminated at any time for cause or convenience by either party with thirty (30) days written notification to the other, and is subject to availability of funds.

The rationale for entering into the agreement remains valid. I recommend that the Board adopt the attached resolution and authorize the amendment to Resolution No. 05-307.

Attachment

c: Laura Peterson w/attachment
John Jacobs w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #05-307
*(Resolution to Authorize an Agreement with the
National Association of Child Care Resources and Referral Agencies)*

WHEREAS, the Board of Commissioners authorized a Memorandum of Agreement with the National Association of Child Care Resources and Referral Agencies to provide enhanced child care referrals to military families; and

WHEREAS, Resolution #05-307 authorized an agreement period of November 15, 2005 through November 14, 2006, and authorized the automatic renewal on a year by year basis; and

WHEREAS, the National Association of Child Care Resources and Referral Agencies has now proposed a Memorandum of Agreement for the period May 15, 2006 through June 30, 2007, with no automatic renewal; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners amend Resolution #05-307 in order to accommodate the changes proposed by the National Association of Child Care Resources and Referral Agencies.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to Resolution #05-307.

BE IT FURTHER RESOLVED, that the second resolved clause “that the period of the Agreement shall be November 15, 2005 through November 14, 2006, and that the Agreement shall automatically renew each year according to the same terms and conditions unless terminated by either party” *shall be amended to read* “that the term of this Memorandum of Agreement will be from May 15, 2006 through June 30, 2007, or until amended or terminated at any time for cause or convenience by either party with thirty (30) days written notification to the other, and is subject to availability of funds.”

BE IT FURTHER RESOLVED, that all other terms and conditions of Resolution #05-307 shall remain unchanged.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the amendment after review by the County Attorney.

Agenda Item 4b

RESOLUTION STAFF REVIEW

DATE: May 23, 2006

Agenda Item Title: Resolution to Authorize a Child Care Training Agreement with the Michigan 4C Association

Submitted by: Health Department

Committees: LE ____, JD ____, HS __*, CS ____, Finance __*

Summary of Proposed Action: This resolution will authorize a subcontract with the Michigan Community Coordinated Child Care Association for child care training services delivered by the Office for Young Children, at a reduced funding level, due to reorganizations by the State created Early Childhood Investment Corporation on how they allocate the funds.

Financial: In the Fiscal Year 2006, the County will receive \$75,800 for child care training services when \$135,000 was budgeted.

The Department has already made the staffing adjustments necessary to operate with the lower level of funding in 2006 to stay within this revised budget. The lower funding level is also anticipated in the 2007 budget.

Other Implications: None.

Staff Recommendation: JN __* HH ____ TM ____ JC ____
This resolution should be approved.

MEMORANDUM

To: Human Services Committee
Finance Committee

From: Bruce Bragg

Date: June 2, 2006

Subject: Child Care Training Agreement

This is a recommendation to authorize a subcontract with the Michigan Community Coordinated Child Care Association for child care training services delivered by the Office for Young Children. The OYC has provided these services for many years as a subcontractor of the Michigan 4C Association. The 4C Association has held a statewide contract with the Michigan Department of Social Services/Family Independence Agency/Department of Human Services.

During 2005, the Early Childhood Investment Corporation was formed and given fiduciary responsibility over several funding sources that serve young children and child development, including at least two of the major contracts for the OYC: child care training and child care information and referral. The ECIC decided to put these contracts out for bid, rather than reissue them to existing contractors. The FY 2005 contract was amended to extend through December 31, 2005, our funding for the three-month period was \$33,800.

The Michigan 4C Association submitted bids for both the training and the information and referral contracts; it proposed to serve as the statewide agent for the eleven regional 4C agencies, including the OYC. The Michigan 4C Association was awarded the information and referral contract, but MSU Extension was awarded a portion of the child care training contract, sharing that service with the 4C Association. Therefore the funding through the child care training subcontract to the OYC is less than was anticipated in the 2006 budget, \$42,000 for the nine month period January 1, 2006 through September 30, 2006. We expect the lower level of funding to continue in 2007. In the full Fiscal Year 2006, the County will receive \$75,800 for child care training services when we anticipated earning \$135,000.

The Department has already made the staffing adjustments necessary to operate with the lower level of funding in 2006. The 2007 budget is being prepared with the lower funding level.

I recommend that the Board adopt the attached resolution and authorize the subcontract.

Attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CHILD CARE TRAINING AGREEMENT WITH
THE MICHIGAN 4C ASSOCIATION**

WHEREAS, the Office for Young Children has provided training for child care providers and supported the recruitment and training of potential child care providers for many years; and

WHEREAS, the Michigan 4C Association has been awarded a contract from the Early Childhood Development Corporation to deliver such services statewide and proposes to subcontract for OYC services in the four county Ingham Region for the period January 1, 2006 through September 30, 2006; and

WHEREAS, the Health Officer has advised that these funds have been anticipated in the 2006 budget and has recommended that the Board of Commissioners authorize the subcontract with the Michigan 4C Association.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a subcontract with the Michigan Community Coordinated Child Care (4C) Association for the purpose of delivering child care training services through the Office for Young Children.

BE IT FURTHER RESOLVED, that the period of the subcontract shall be January 1, 2006 through September 30, 2006.

BE IT FURTHER RESOLVED, that the Michigan 4C Association shall pay Ingham County up to \$42,000 for child care training services.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the subcontract after review by the County Attorney.

Agenda Item 4c

RESOLUTION STAFF REVIEW

DATE: May 23, 2006

Agenda Item Title: Resolution Appointing Suganda Lowhim, M.D. as Deputy Medical Examiner

Submitted by: Health Department

Committees: LE ____, JD ____, HS __*, CS ____, Finance __*

Summary of Proposed Action: This resolution will appoint Suganda Lowhim, as a Deputy Medical Examiner to a term of office expiring December 31, 2007.

Financial:

As a County Manager, Dr. Lowhim will receive no additional compensation for these duties.

Other Implications: None.

Staff Recommendation: JN * HH ____ TM ____ JC ____
This resolution should be approved.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Dean G. Sienko, M.D.
Medical Examiner

DATE: May 23, 2006

RE: Appointment of Dr. Suganda Lowhim, M.D. as a Deputy Medical Examiner

This is a recommendation to appoint Dr. Suganda Lowhim, M.D. as a Deputy Medical Examiner. This appointment will expire with the other Deputy Medical Examiner appointments on December 31, 2007.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPOINTING SUGANDA LOWHIM, M.D.
AS DEPUTY MEDICAL EXAMINER**

WHEREAS, the Ingham County Board of Commissioners, under the authority of Public Act 181 of 1953, as amended, is responsible for appointing the County Medical Examiner, and with the approval of the Medical Examiner, may appoint Deputy Medical Examiners; and

WHEREAS, the Board of Commissioners has granted authority to contract with physicians appointed as Deputy Medical Examiners and has set out certain contractual terms and conditions including the term of office and method and rate of compensation, in Resolutions #03-273 and #03-274; and

WHEREAS, the Ingham County Board of Commissioners has appointed Dean G. Sienko, M.D. as the Medical Examiner in Ingham County to a term expiring December 31, 2007; and

WHEREAS, Dr. Sienko is requesting that the Board of Commissioners hereby appoint Dr. Suganda Lowhim, M.D., a County employee who serves as a Primary Care Physician and as a Deputy Medical Director, as a Deputy Medical Examiner.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby appoints Dr. Suganda Lowhim, M.D., a County employee, as a Deputy Medical Examiner to a term of office expiring December 31, 2007.

RESOLUTION STAFF REVIEW

DATE: May 23, 2006

Agenda Item Title: Resolution to Authorize Subcontracts to the Infant Health Disparities Initiative Grant

Submitted by: Health Department

Committees: LE ____, JD ____, HS __*, CS ____, Finance __*

Summary of Proposed Action: This resolution will authorize subcontracts for the period May 1, 2006 through September 30, 2006 with community agencies and individuals to implement the Ingham County Infant Health Disparities Community Action Plan.

Financial: \$130,000 was allocated in the 2005-2006 CPBC Agreement to implement this plan; this resolution will authorize the following subcontracts:

- \$12,500 NorthWest Initiative 125 W. Main, Lansing (formerly NorthWest Lansing Healthy Community Initiative)
- \$12,500 Allen Neighborhood Center 1619 E Kalamazoo, Lansing
- \$12,500 South Side Community Coalition, 2101 W Holmes Road, Lansing
- \$12,500 Baker Donora Focus Center, 840 Baker, Lansing (via MSU Extension)
- \$10,000 Christian Services LOVE, Inc., P.O. Box 22112, Lansing 48909
- \$10,000 Black Child and Family Institute, 835 W Genesee, Lansing
- \$ 5,000 Celestine Starks, 2400 Belaire Dr., Lansing
- \$75,000 TOTAL

Other Implications: None.

Staff Recommendation: JN __* HH __ TM __ JC __

This resolution should be approved.

MEMORANDUM

To: Human Services Committee
Finance Committee

From: Bruce Bragg

Date: June 2, 2006

Subject: Recommendation to Authorize Infant Health Disparities Initiative Grant Subcontracts

This is a recommendation to authorize several subcontracts with community agencies to implement activities of the Ingham County Infant Health Disparities Community Action Plan. The Action Plan was developed through a community engagement process during 2004-2005.

Ingham County is one of the counties receiving funds because of the dramatic difference in infant death rates between African Americans and Caucasians (about 15 deaths/1000 live birth in the African American community and 5 deaths/1000 live births in the Caucasian community). In 2004-2005 the County implemented a planning process. The process was focused on engaging diverse elements of the community in dialogue and planning. The result is the Ingham County Infant Health Disparities Community Action Plan.

The goal of the Action Plan is “To keep mothers and infants alive and well before, during, and after birth, and to reduce disparities in survival among population groups.”

The Action Plan has the following six objectives:

Objective 1: Public Awareness and Outreach

- Strategy 1. Increase Community Awareness.
- Strategy 2. Educate young men and women about healthy pregnancies and infant health.

Objective 2: Address Underlying Causes of Infant Mortality

- Strategy 1. Focus on social, economic and environmental conditions.
- Strategy 2. Address internalized oppression and racism through a coordinated initiative among all neighborhood network centers.

Objective 3: Build continuum of Supports at Neighborhood Level

- Strategy 1. Start work to build the entire continuum, beginning with prior to pregnancy.
- Strategy 2. Deliver and expand programs and services in neighborhoods, both universal (outreach to all new parents) and targeted, continuing one-on-one support in high-risk areas/populations.

Objective 4: High-quality Health Care

Strategy Reduce barriers (“red tape,” lack of respect and judgmental treatment).

Objective 5: Strengthen Role of Fathers

Strategy Promote volunteerism and enhance the role and responsibilities of fathers.

Objective 6: Establish Oversight and Monitor Progress by the Power of We Consortium

Strategy 1. Oversee the implementation of the Action Plan.

Strategy 2. Monitor progress of the objectives.

Strategy 3. Set targets for reducing infant mortality rates.

Many of the activities to implement the Action Plan will be implemented by community and neighborhood agencies subcontracting with Ingham County. The Action Plan and budget anticipate these arrangements. I recommend that the Board of Commissioners adopt the attached resolution and authorize subcontracts with the following community agencies and individuals to implement the Ingham County Infant Health Disparities Community Action Plan:

\$12,500 NorthWest Lansing Healthy Community Initiative

\$12,500 Allen Neighborhood Center

\$12,500 South Side Community Coalition

\$12,500 Baker Donora Focus Center (via MSU Extension)

This group of agencies will engage in a number of activities from the Action Plan including:

- Participating in monthly Coalition meetings and work groups
- Expanding the role of community outreach workers to engage neighborhood residents in peer outreach to young families and provide avenues for resident advocacy with institutions and providers
- Improving infant health through outreach connecting parents to resources and supports
- Increasing home visitation, using peer outreach workers
- Convening groups of new fathers to find more effective ways of helping them prepare for fatherhood & strengthening their roles as caretakers
- Working to construct and provide volunteer and mentoring programs for young fathers
- Providing outreach to expectant and new parents so they are aware of an connected to resources
- Increasing home visitation for all parents of newborns
- Replicating the community-wide summit at the neighborhood level, particularly in high-risk areas.

\$10,000 Christian Services LOVE, Inc. It will provide the following:

- Distributing Infant Health Disparities and Safe Sleep information through ongoing programs and church banks that serve families with children including the READ Program, River Terrace Church's Cribs, Layettes at Pilgrim, Pilgrim Small Children's Closet, Judson's Love Clothing Center, IMAGE and QualityLiving Classes and Olivet Baptist's Emergency Diapers and Formula Program
- Working with and training the African American churches which are currently part of the Christian Services Church network to mobilize their congregations to recognize and address infant health disparity needs.

- Using the existing core group of churches to connect with other African American congregations to continue the education and mobilization around infant health disparities

\$10,000 Black Child and Family Institute. It will:

- Conduct workshops on Safe Sleep and other topics related to infant health disparities
- Train BCFI staff on infant health disparity issues in order to include this information in future programming materials
- Use existing programs such as the Summer Educational Enrichment Institute, Music Camp, HOPE Scholars, and Upward Bound to educate and inform young men and women of child bearing age about issues related to infant health disparities

\$ 5,000 Celestine Starks 48911. She will:

- Compile a list of all young mothers with infants and children at three Lansing Housing Commission developments and develop targeted outreach strategies to engage them in activities related to the Infant Health Disparities Initiative
- Convene focus groups at each of the 3 public housing developments
- Assist Ingham County Health Department staff in building relationships with staff and residents in each of the 3 public housing developments
- Assist with the development of strategies to effectively engage young women of childbearing age in the housing developments

The period of the subcontracts will be May 1, 2006 through September 30, 2006.

Attachment

c: John Jacobs w/attachment, Melany Mack w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE SUBCONTRACTS TO THE INFANT HEALTH
DISPARITIES INITIATIVE GRANT**

WHEREAS, Ingham County is one of eleven counties to receive funds through the Infant Health Disparities Initiative; and

WHEREAS, \$130,000 was allocated in the 2005-2006 CPBC Agreement to implement the Ingham County Infant Health Disparities Community Action Plan developed during the 2004-2005 planning process; and

WHEREAS, the goal of the Action Plan is “To keep mothers and infants alive and well before, during, and after birth, and to reduce disparities in survival among population groups”; and

WHEREAS, the major activities to implement the Action Plan will be conducted by community agencies subcontracting with Ingham County; and

WHEREAS, the Health Officer has recommended that subcontracts be authorized with a number of community agencies to implement the Ingham County Infant Health Disparity Community Action Plan.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes subcontracts with the following community agencies to implement the activities identified in the Ingham County Infant Health Disparities Community Action Plan:

\$12,500	NorthWest Initiative 125 W. Main, Lansing (formerly NorthWest Lansing Healthy Community Initiative)
\$12,500	Allen Neighborhood Center, 1619 E Kalamazoo, Lansing
\$12,500	South Side Community Coalition, 2101 W Holmes Road, Lansing
\$12,500	Baker Donora Focus Center, 840 Baker, Lansing (via MSU Extension)
\$10,000	Christian Services LOVE, Inc., P.O. Box 22112, Lansing 48909
\$10,000	Black Child and Family Institute, 835 W Genesee, Lansing
\$ 5,000	Celestine Starks, 2400 Belaire Dr., Lansing

BE IT FURTHER RESOLVED, that the subcontracts shall be for the period May 1, 2006 through September 30, 2006.

BE IT FURTHER RESOLVED, that the County Board Chairperson is authorized to sign the subcontracts after review by the County Attorney.

RESOLUTION STAFF REVIEW

DATE: May 23, 2006

Agenda Item Title: Resolution to Establish Positions to Implement the Point of Sale Regulation

Submitted by: Health Department

Committees: LE ____, JD ____, HS ____, CS ____, Finance__*

Summary of Proposed Action: This resolution will establish the two additional staff positions (Sanitarian II and a new Community Health Rep II) effective July 2006, which are required to implement the Point of Sale Program previously approved by the Board of Commissioners.

Financial: The Board of Commissioners previously established a \$150 application fee for the Point of Sale Program. The Department estimates that between 800 and 1,000 applications will be taken each year, which should generate between \$120,000 and \$150,000 to support the costs of the two positions.

The long term cost of two positions recommended is about \$130,000 annually, at the top of the scale.

Other Implications: None.

Staff Recommendation: JN * HH ____ TM ____ JC ____
This resolution should be approved.

MEMORANDUM

To: Human Services Committee
 County Services Committee
 Finance Committee

From: Bruce Bragg

Date: June 2, 2006

Subject: Adjust Environmental Health Staffing – Point of Sale Program

This is a recommendation to establish two positions in the Bureau of Environmental Health to support the implementation of the Point of Sale Regulation. This will be accomplished by adjusting the Environmental Health staffing allocation established by Resolution #05-115.

The Board of Commissioners has approved the Point of Sale Regulation which will be effective in June, 2006. We anticipate that most of the inspection of on-site sewage and water supply systems will be conducted by private, certified inspectors. However, the Department must oversee the program, certify the inspectors, record the inspection reports, assure quality within the program, assure that home owners make any required improvements and are notified of the status of their sewage and water systems.

The Board of Commissioners established a \$150 application fee for the Point of Sale Program. The Department estimates that between 800 and 1,000 applications will be taken each year, so the Program should generate between \$120,000 and \$150,000. The long term cost of two positions (using the Grebner method) recommended is about \$130,000.

The comparison of existing and recommended staffing follows:

Classification	Resolution 05-115	Recommended
Director	1	1
Programs Supervisor	2	2
Sanitarian I	7	7
Sanitarian II	5	6
Sanitarian III	2	2
E.H. Specialist	6	6
Community Health Rep III	1	1
Community Health Rep II	0	1
Health Program Assistant	1.5	1.5
Total	25.5	27.5

The assignment of a Sanitarian II to oversee the Point of Sale Program will be made from the existing group of Sanitarians II. We currently have nine Sanitarians II and only six (with the adoption of the attached resolution) Sanitarian II positions.

I recommend that the Board adopt the attached resolution and establish the two additional staff positions required to implement the Point of Sale Program.

Attachment

c: Dean Sienko w/attachment
Jim Wilson w/attachment
Jaeson Welter w/attachment
Tom Larkins w/attachment

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ESTABLISH POSITIONS TO IMPLEMENT THE
POINT OF SALE REGULATION**

WHEREAS, the Board of Commissioners established the staffing for the Bureau of Environmental Health in Resolution #05-115; and

WHEREAS, the Board of Commissioners has promulgated a Point of Sale Regulation intended to evaluate on-site sewage and water supply systems at the time of property sale; and

WHEREAS, the administration of the Point of Sale Program will require the establishment of two positions in the Bureau of Environmental Health; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners adjust the staffing within the Bureau of Environmental Health in order to implement the Point of Sale Program; and

WHEREAS, the Health Officer has advised that the fees established to administer the Point of Sale Program are adequate to support the cost of the two new positions.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adjusts the staffing within the Bureau of Environmental Health by adding two positions to help implement the Point of Sale Program.

BE IT FURTHER RESOLVED, that the allocation of positions within the Bureau of Environmental Health, established in Resolution #05-115, shall be modified as recommended below:

Classification	Resolution #05-115	Recommended
Director	1	1
Programs Supervisor	2	2
Sanitarian I	7	7
Sanitarian II	5	6
Sanitarian III	2	2
E.H. Specialist	6	6
Community Health Rep III	1	1
Community Health Rep II	0	1
Health Program Assistant	1.5	1.5
Total	25.5	27.5

BE IT FURTHER RESOLVED, that the changes shall be effective July 1, 2006.

RESOLUTION STAFF REVIEW

DATE: May 24, 2006

Agenda Item Title: Resolution Approving a Retention Program Contract with Dru Mitchell for Business Retention Services

Submitted by: Ingham County Economic Development Corporation

Committees: LE ____, JD ____, HS ____, CS __*, Finance __*

Summary of Proposed Action: This resolution authorizes a contract for the continuation of the existing retention program authorized by resolution #05-341.

This resolution is necessary because the City of Lansing EDC notified the County that it has ended its contractual agreement to provide these services to the County. This proposed contract would cover the same services at the same rate through the end of the current year. It would effectively replace the contract which was held with the City of Lansing EDC.

Financial Implications: The total reimbursement under this contract will not exceed \$23,595 from June 1, 2006 to December 31, 2006.

The sum of \$29,376 was budgeted for the 2006 fiscal year for this purpose, and \$5,781 has already been spent. The new contract will be for the remainder of the previously budgeted funds.

Other Implications: None.

Staff Recommendation: JN __ HH __ TM __ JC X
Staff recommends approval of this resolution.

Ingham County
Economic Development Corporation

Mission: To increase the economic vitality and quality of life countywide by planning and coordinating development efforts, providing expert services, and partnering with economic development agencies and other entities.

MEMORANDUM

**To: County Services Committee
Finance Committee**

**From: Ingham County Economic Development Corporation
Susan Pigg, Economic Development Agent**

RE: Continuation of the Economic Development Business Retention Program

Date: May 23, 2005

At their regular public meeting on May 11, 2006, the Ingham County EDC Board voted to recommend that the County Commissioners support the continuation of its ongoing Business Retention Program. This would be done by approving a contract directly with Ms. Dru Mitchell, the business resource specialist who has served the County in this capacity since 1999. The City of Lansing EDC notified the County that it has ended its contract agreement to provide these services to the County. This proposed contract would cover the same services at the same rate through the end of the current year. It would effectively replace the contract which was held with the City of Lansing EDC.

History: The Business Retention Program goal is to regularly visit Ingham County employers to assist them in maintaining and expanding their businesses. In 1999, the County Commissioners approved contracting with the City of Lansing Economic Development Corporation to share the services of a business resource specialist, Ms. Dru Mitchell. Since 1999, the County has annually renewed that contract with the Lansing EDC. Per the contract, the Lansing EDC employed Ms. Mitchell and the County paid the City EDC for half of Ms. Mitchell's services.

Per the contract, Ms. Mitchell provided a maximum of 16 retention calls per month (192 per year) on businesses located within Ingham County but not within the limits of the City of Lansing. The visits were billed to the County at \$153 per visit and follow-up activities as directed by the County were billed at \$40/hour. The total calls and hours billed for "out-county" visits were not to exceed \$2,448.00 for any month or \$29,376 per year. Ms. Mitchell had a similar agreement with the Lansing EDC for visits within the city.

In the first week of May, the new Lansing EDC director, Mr. Trezise, notified the County EDC that at the end of April, he ended the contract for services with Ms. Mitchell and with the Ingham EDC as he reorganizes his agency.

The County EDC continues to see an important value in this program and would like to continue it, as it has been for the County, at least until the end of this year. The contract proposed would only complete the existing program for the County, expending no more than was designated in this budget year for the retention program.

P.O. Box 319, 121 E. Maple Street, Mason Michigan
517-676-7285 spigg@ingham.org

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE RENEWAL OF THE RETENTION PROGRAM CONTRACT
WITH THE CITY OF LANSING FOR BUSINESS RETENTION SERVICES**

RESOLUTION #05-341

WHEREAS, the business retention calling program contract between the City of Lansing (the City) Economic Development Corporation and the Ingham County Economic Development Corporation (Ingham County EDC) has proven beneficial to both parties in establishing and maintaining contact with the Ingham County employers and business community; and

WHEREAS, the Ingham County Board of Commissioners has authorized renewals of the retention program beginning in 1999 and continuing through 2005 by resolutions; and

WHEREAS, the City of Lansing has requested minor amendments to the contract language to specify and clarify reporting and business visits planning, improving reports by adding summary data requirements, and requires pre-approval of calls; and

WHEREAS, the City and the Ingham County EDC have agreed that the maximum expenditure for 2006 by Ingham County EDC, from its budget, shall not exceed \$29,376 for services including payments per a business visit and \$40 per hour for work involved in resolving issues or problems identified through the retention calling program to a maximum of no more than \$29,376 in 2006.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the renewal of the existing retention program contract between the City of Lansing and Ingham County for business retention services.

BE IT FURTHER RESOLVED, that the Economic Development Corporation agrees to continue the business retention program with the minor changes requested by the Lansing EDC.

BE IT FURTHER RESOLVED, that the total reimbursement under this contract will not exceed \$29,376 for the contract time from January 1, 2006 to December 31, 2006.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes a new 2006 contract to accomplish this purpose.

BE IT FURTHER RESOLVED, that the County Controller is hereby authorized to make the necessary budget adjustments as required by this resolution, and the Board Chair is authorized to sign the contract amendment upon review of the County Attorney as to form.

COUNTY SERVICES: Yeas: Celentino, Copedge, Schor, Vickers
Nays: None **Absent:** DeLeon, Severino **Approved 12/6/05**
FINANCE: Yeas: Dedden, Swope, Hertel, Schor, Thomas, Dougan
Nays: None **Absent:** None **Approved 12/7/05**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING A RETENTION PROGRAM CONTRACT WITH DRU MITCHELL
FOR BUSINESS RETENTION SERVICES**

WHEREAS, the business retention calling program has proven beneficial to the Ingham County Economic Development Corporation in establishing and maintaining contact with Ingham County employers and business community; and

WHEREAS, the Ingham County Board of Commissioners has authorized renewals of a contract with the City of Lansing Economic Development Corporation for this program beginning in 1999 and continuing through 2006 by resolutions; and

WHEREAS, the City of Lansing has notified Ingham County that they have ended their contract for business retention visits with Ms. Dru Mitchell, Business Resource Specialist and also ended their contract with the Ingham County EDC to provide business visits; and

WHEREAS, at their May 12, 2006 regular public meeting, the Ingham County EDC voted to recommend continuation of the County Business Retention Program and agrees that the maximum expenditure for 2006, from its budget, shall not exceed \$29,376 for services including payments per a pre-approved business visit and \$40 per hour for pre-approved work in resolving issues identified through a retention visit and has only expended \$5,781.00 by May 1, 2006.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners and the Economic Development Corporation agrees to continue the business retention program with a contract for business retention visits and services with Ms. Dru Mitchell, a business resource specialist until December 31, 2006.

BE IT FURTHER RESOLVED, that the total reimbursement under this contract will not exceed \$23,595 for the contract time from June 1, 2006 to December 31, 2006.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes a new 2006 contract to accomplish this purpose.

BE IT FURTHER RESOLVED, that the County Controller is hereby authorized to make the necessary budget adjustments as required by this resolution, and the Board Chairperson is authorized to sign the contract amendment upon review by the County Attorney as to form.

RESOLUTION STAFF REVIEW

DATE: May 25, 2006

Agenda Item Title: Resolution Approving a Tax Sharing Agreement with the Charter Township of Meridian Downtown Development District

Submitted by: Ingham County Economic Development Corporation

Committees: LE ____, JD ____, HS ____, CS __*, Finance __*

Summary of Proposed Action: This resolution authorizes a tax sharing agreement with the Township of Meridian and its DDA as presented in Resolution #05-240.

Financial Implications: The County agrees to the capture of its property taxes from the expanded portion of the District in the amount of \$251,181 over the next 20 years; provided however, that the captured funds are to be used solely for the financing and construction of the projects as specified.

Other Implications: The tax sharing agreement has been drafted in conformance with the County policy on tax sharing agreement pursuant to Resolution #05-094.

Staff Recommendation: JN __ HH __ TM __ JC X
Staff recommends approval of this resolution.

MEMORANDUM

To: County Services and Finance Committees

From: Ingham County Economic Development Corporation
Susan M. C. Pigg, Economic Development Educator

RE: Ingham EDC Recommends Meridian Township DDA Proposal for a Tax Sharing Agreement

Date: May 24, 2006

In early 2006, Meridian Township completed the required process and public notice to create a new Downtown Development District around the area commonly known as 'old Okemos'. Under the capacity of state law regarding new creation of tax capture districts, and based upon Ingham County's policy regarding tax sharing (Resolution #05-094), the Commissioners voted to exempt the capture of incremental County property tax revenue within that district (Resolution #05-240). Per that resolution, the County may enter into agreements with the Meridian Township to share a portion of the captured assessed value of the new DDA district if the agreement developed conforms to the policies set forth in Resolution #05-094.

At their May 11, 2006 regular public meeting, the Ingham County Economic Development Corporation reviewed and discussed a tax sharing proposal provided by the Meridian Township DDA. The Ingham EDC found that the proposal met the requirements of the County policy and recommends approval of the agreement by the County Commissioners.

The tax sharing agreement proposes that the Meridian DDA would capture the incremental portion of the County property taxes only for the initial development and tax increment financing plan. Using an assumed increase in taxable value of 4% in the DDA district, the maximum total capture of the County taxes for the area would be a maximum of \$251,181 over a twenty (20) year period ending in 2026.

Per the requirements of the County policy on tax sharing agreements (Resolution #05-094), the proposal outlines specific public infrastructure projects including street lighting, landscape and greenbelt improvements in public areas, utilities burials, streetscape enhancements, water and sanitary sewer improvements, and parking improvements that are directly related to economic growth within that DDA district. It is limited to a specific maximum dollar amount. The agreement also specifies that any excess collections must be returned to the County Treasurer annually and the DDA plan allows the capture and expenditure of its property tax revenues for the same period of time. In the event that tax revenue is generated faster than anticipated, the additional revenues may be used to decrease or call any bonds or other debt obligations related to the projects approved by the tax sharing agreement.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING A TAX SHARING AGREEMENT WITH THE CHARTER TOWNSHIP OF MERIDIAN DOWNTOWN DEVELOPMENT DISTRICT

WHEREAS, through Resolution #05-240 the Ingham County Board of Commissioners has determined that it will not permit the capture of its property taxes within the newly created DDA District of the Charter Township of Meridian until such time as a tax sharing agreement that meets the conditions of Resolution #05-094 is approved by the Board of Commissioners; and

WHEREAS, the Economic Development Corporation has received and reviewed a proposed tax sharing agreement from the Charter Township of Meridian and its Downtown Development Authority; and

WHEREAS, through adoption of Resolution #95-094, the Board of Commissioners has adopted a policy which provides that, to the extent provided by law, Ingham County will not permit the capture of its property tax revenues unless a tax sharing agreement has been approved; and

WHEREAS, the Economic Development Corporation finds that the proposed agreement meets the County Commissioners policy requirements outlined in resolution #05-094 and recommends approval of the proposed Tax Sharing Agreement with the Meridian Township DDA.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes a tax sharing agreement with the Charter Township of Meridian and its DDA which will allow the capture of county property taxes from the Downtown Development District created in 2006 based on the following conditions:

- The proposal outlines specific public infrastructure projects including street lighting, landscape and greenbelt improvements in public areas, utilities burials, streetscape enhancements, water and sanitary sewer improvements, and parking improvements that are directly related to economic growth within that DDA district.
- The proposal is limited to a specific maximum dollar amount of \$251,181 over a twenty year period, from 2006 through 2026, and the Township allows for the capture and expenditure of its own taxes in that district for the same time.
- Any excess collections must be returned to the County Treasurer annually and the Meridian Township DDA must provide the County with annual reports on the expenditures of tax capture on the specific projects outlined in the proposal.

BE IT FUTHER RESOLVED, that Resolution #05-240, insofar as it provides for Ingham County to opt out of the capture of its property taxes in the DDA District of the Township of Meridian, is hereby rescinded if an agreement as noted above is executed between the parties.

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are authorized to sign said agreement upon the recommendation of the County Controller and approval of the contract as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the County Clerk is directed to send a copy of this resolution to the Charter Township of Meridian and to the Meridian Downtown Development Authority.

RESOLUTION STAFF REVIEW

DATE: May 25, 2006

Agenda Item Title: Resolution Authorizing Entering into Easement Agreements for the Heart of Michigan Trail

Submitted by: Parks & Recreation Commission

Committees: LE ____, JD ____, HS ____, CS __*, Finance __*

Summary of Proposed Action: This resolution authorizes entering into easement agreements for the Heart of Michigan Trail without the Board of Commissioners approval for each parcel. The Heart of Michigan Trail would eventually connect Lake Lansing Park to the Michigan State University campus, Potter Park, Hawk Island County Park, the Hope Soccer Complex, terminating at Burchfield Park. The Board of Commissioners passed a resolution in 2003 authorizing entering into easement agreements for the Lake Lansing Trail. This resolution expands it to the entire Heart of Michigan Trail.

Financial Implications: The Ingham County Board of Commissioners has identified as a priority, the development of pathways connecting county park facilities through resolution #05-124, adopted May 10, 2005. Trail construction is contingent upon funding made available within the Parks Department Budget.

Other Implications: None.

Staff Recommendation: JN __ HH __ TM __ JC X
Staff recommends approval of this resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING ENTERING INTO EASEMENT AGREEMENTS
FOR THE HEART OF MICHIGAN TRAIL**

WHEREAS, the Ingham County Parks Facility Master Plan, as adopted by the Ingham County Board of Commissioners, outlines several potential non-motorized pathway corridors; and

WHEREAS, the Ingham County Parks Commission has identified connectors between county park facilities as a priority; and

WHEREAS, the Ingham County Board of Commissioners has identified as a priority, the development of pathways connecting county park facilities through resolution #06-120, adopted May 9, 2006; and

WHEREAS, completion of the Heart of Michigan non-motorized pathway would connect Lake Lansing Park to Burchfield Park; and

WHEREAS, the eventual route of the Heart of Michigan Trail will be largely determined by the location of land owners willing to provide rights-of-way; and

WHEREAS, the Ingham County Parks Commission supports pursuing rights-of-way along the proposed Heart of Michigan Trail in order to proceed with the development of this trail.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Parks Commission to accept donated rights-of-way, licenses, easements, and fee simple interests necessary for the development of the Heart of Michigan Trail without further approval from the Ingham County Board of Commissioners.

BE IT FURTHER RESOLVED, that the staff is directed to begin to pursue rights-of-way for the Heart of Michigan Trail.

BE IT FURTHER RESOLVED, that all documents be subject to the review and approval of the County Attorney.

RESOLUTION STAFF REVIEW

DATE: May 26, 2006

Agenda Item Title: Resolution Establishing an Additional Ingham County Parks Assistant Manager Position

Submitted by: Bob Moore, Parks Director

Committees: LE ____, JD ____, HS ____, CS __*, Finance __*

Summary of Proposed Action: This resolution will authorize the elimination of the vacant Maintenance Supervisor position and replace it with an Assistant Manager position. The Assistant Manager position is in the ICEA bargaining unit.

Financial Implications: This will result in a long-term savings of \$13,500 per year.

Other Implications: The Parks Board is considering further reorganizations in the near future.

Staff Recommendation: JN __ HH X TM ____ JC __
Approval of this recommendation is recommended.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION ESTABLISHING AN ADDITIONAL INGHAM COUNTY PARKS ASSISTANT
MANAGER POSITION**

WHEREAS, the position of Maintenance Supervisor for the Ingham County Parks & Recreation Department will become vacant on June 2, 2006 due to the retirement of Mr. Doug Koons; and

WHEREAS, the position of Maintenance Supervisor has become obsolete with the elimination of the Parks Department construction crew; and

WHEREAS, the Ingham County Parks and Recreation Commission is recommending the elimination of the Maintenance Supervisor position and its replacement with an Assistant Manager position; and

WHEREAS, this resolution would result in a net annual decrease in personnel costs of approximately \$13,500.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the elimination of the Maintenance Supervisor position and replaces it with an Assistant Manager position.

BE IT FURTHER RESOLVED, that the Parks Department position list be modified to reflect an increase from two to three Assistant Manager positions.

RESOLUTION STAFF REVIEW

DATE: May 25, 2006

Agenda Item Title: Resolution Modifying the Ordinance Establishing the Ingham County Park Rules and Regulations

Submitted by: Parks & Recreation Commission

Committees: LE ____, JD ____, HS ____, CS __*, Finance __*

Summary of Proposed Action: Earlier this year the Board of Commissioners passed a resolution adopting an ordinance and establishing penalties for parking violations in county parking lots. That resolution requested that the Ingham County Parks and Recreation Commission consider adopting rules and regulations consistent with the newly adopted ordinance. This resolution will accomplish that.

Financial Implications: Very minimal. There are currently very few citations issued for parking offenses within the county park system.

Other Implications: None.

Staff Recommendation: JN __ HH __ TM __ JC X
Staff recommends approval of this resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION MODIFYING THE ORDINANCE ESTABLISHING
THE INGHAM COUNTY PARK RULES AND REGULATIONS**

WHEREAS, on April 11, 2006 the Ingham County Board of Commissioners passed Resolution #06-091 adopting an ordinance and establishing penalties for parking violations in county parking lots; and

WHEREAS, in Resolution #06-091 the Board of Commissioners strongly urges the Ingham County Parks and Recreation Commission to consider adopting rules and regulations establishing parking fines that are consistent with those fines set forth in that resolution; and

WHEREAS, the County Attorney has recommended language changes to the Ordinance Establishing the Park Rules and Regulations consistent with Board of Commissioner Resolution #06-091; and

WHEREAS, the Ingham County Parks & Recreation Commission recommends that the Ingham County Board of Commissioners approve the modifications listed below to the Ordinance establishing the Park Rules and Regulations (adopted June 27, 1998):

[Add a definition of “Civil Infraction” to Section 2 after “Citation” and before “County”]

Section 2. Definitions

“Civil Infraction” means a parking violation prohibited by this Ordinance, for which civil sanctions may be ordered.

[Add a new subsection 11.A.(3) regarding disabled parking]

(3) Park any motor vehicle in any space designated by sign for use by a disabled person without displaying an official placard or registration plate issued to a disabled person.

[Amend the first sentence of Section 15.A. to state that parking violations are an exception to the general rule that violations of the Ordinance are municipal civil infractions]

Section 15. Violations and Penalties

- A. Any person violating any provision of this Ordinance, except provisions of the Motor Vehicle Code incorporated herein, parking violations, and Section 4.H.(1), shall be responsible for a municipal civil infraction.

[Add a second sentence to subsection 15.B regarding parking violations as civil infractions]

- B. Any person violating the provisions of the Motor Vehicle Code shall be subject to the fines and penalties set forth in that Code. Any person violating any provision of Sec. 11.A regarding parking violations shall be responsible for a civil infraction.

[Add a new subsection 18.E. for parking violation penalties]

18. Establishment of Schedule of Civil Fines.

- E. Civil infractions for violations of Sec. 11.A. regarding parking are punishable by a fine of \$50 plus costs for a first offense, \$100 plus costs for a second offense, and \$250 plus costs for a third offense, except that violations of Sec. 11.A.(3) shall be punishable by a fine of \$250 plus costs for a first or subsequent offense.

THEREFORE BE IT RESOLVED, that the Ordinance adopting the existing Ingham County Park Rules and Regulations (adopted June 27, 1998) be modified as recommended by the Ingham County Parks & Recreation Commission

BE IT FURTHER RESOLVED, that the modified Ordinance shall take effect when signed by the Board Chairperson, certified by the County Clerk.

RESOLUTION STAFF REVIEW

DATE: May 25, 2006

Agenda Item Title: Resolution Authorizing Fire Alarm Improvements at the Ingham County Jail

Submitted by: Ingham County Facilities Department

Committees: LE ____, JD ____, HS ____, CS __*, Finance __*

Summary of Proposed Action: This resolution authorizes fire alarm improvements for the Ingham County Correctional Facility.

Financial Implications: Funds for this project are included in the 2006 Capital Budget. This resolution authorizes awarding the contract to Simplex Grinnell in an amount not to exceed \$121,665.

Other Implications: It is the recommendation of the Ingham County Facilities Department, in concurrence with the Purchasing Department, to award a contract to Simplex Grinnell who submitted the lowest responsive and responsible proposal. Please see the provided attachment for more detail.

Staff Recommendation: JN __ HH __ TM __ JC X
Staff recommends approval of this resolution.

Recommendation to Enter Into a Contract
With Simplex Grinnell

Project:

Fire alarm improvements for the Ingham County Correctional Facility.

Proposal Summary:

Proposers Contacted: 11	Local: 4	Female: 0	Minority: 0	Disabled: 0
Proposers Responding: 4	Local: 0	Female: 0	Minority: 0	Disabled: 0

The following firms submitted proposals:

<u>Firm</u>	<u>Amount</u>	<u>Location</u>
Simplex Grinnell	\$121,665	Farmington, MI
Central Fire	\$190,215	Mount Pleasant, MI
Safety Systems	\$204,427	Jackson, MI
Vanguard Fire & Security	\$270,000	Grand Rapids, MI

Recommendation:

It is the recommendation of the Ingham County Facilities Department in concurrence with the Purchasing Department to award a contract to Simplex Grinnell, who submitted the lowest responsive and responsible proposal.

Source of Funding:

Project approved in the 2006 CIP Budget. Account # – 24531199 976000.

Other:

The RFP was advertised in the LSJ, The Chronicle, and posted on the Purchasing Department's Web Page. Contractor is required to pay prevailing wages.

Contact Person(s):

Rick Terrill
Facilities Director
676-7373

Jim Hudgins
Purchasing Director
676-7222

MEMORANDUM

TO: County Services and Finance Committees

FROM: Mike Hughes/Facilities Manager

DATE: May 24, 2006

RE: Resolution requesting authorization for fire alarm system improvements at the Ingham County Jail.

The Purchasing Department solicited proposals for improvements to the fire alarm system at the Ingham County Jail. Funds for this project have been approved within the 2006 CIP Budget. After reviewing the proposals, it is the recommendation of both the Purchasing and Facilities Departments to award a contract to Simplex Grinnell LP who submitted the lowest responsive proposal for a total cost of \$121,665.00.

Thank you for your consideration in this matter.

RT/cc

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING FIRE ALARM IMPROVEMENTS
AT THE INGHAM COUNTY JAIL**

WHEREAS, the Purchasing Department solicited proposals for fire alarm improvements at the Ingham County Jail; and

WHEREAS, the funds for this project are approved within the appropriate CIP 06 Budget/Upgrade Fire Alarm System; and

WHEREAS, after the review of these proposals it is the recommendation of both the Purchasing and Facilities Departments to award this contract to Simplex Grinnell, LP who submitted the lowest responsive proposal in the amount of \$121,665.00.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes awarding a contract to Simplex Grinnell, LP, 24755 Halsted Road, Farmington Hills, Michigan 48335-5138 to perform improvements to the fire alarm system at the Ingham County Jail in an amount not to exceed \$121,665.00.

BE IT FURTHER RESOLVED, that 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.

DELHI CHARTER TOWNSHIP

NOTICE OF HEARING

APPLICATION FOR INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE
BY FIBERTEC, INC.

TO THE DELHI TOWNSHIP ASSESSOR AND THE LEGISLATIVE BODY OF EACH TAXING UNIT
THAT LEVIES AD VALOREM PROPERTY TAXES WITHIN THE TOWNSHIP:

FIBERTEC, INC.
DELHI TOWNSHIP ASSESSOR
CATA
CAPITAL AREA DISTRICT LIBRARY
HOLT BOARD OF EDUCATION
INGHAM COUNTY BOARD OF COMMISSIONERS
INGHAM INTERMEDIATE SCHOOL BOARD
LANSING COMMUNITY COLLEGE BOARD OF TRUSTEES
STATE TAX COMMISSION

PLEASE TAKE NOTICE, that on March 21, 2006, Delhi Charter Township received an Application for Industrial Facilities Exemption Certificate from Fibertec, Inc. A copy of the Application without exhibits and appendices is attached for your information and review. A complete copy of the Application and attachments may be obtained upon request from the Township Clerk's office.

PLEASE TAKE FURTHER NOTICE, that the Township Board of Delhi Charter Township shall afford you an opportunity for hearing on the referenced Application on the 6th day of June 2006, at 8:00 p.m., held at the Community Services Center, 2074 Aurelius Road, Holt, Michigan, in the Charter Township of Delhi, Ingham County.

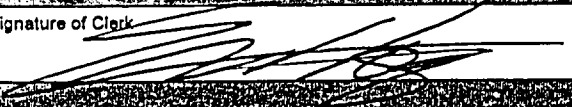
May 16, 2006

Evan Hope, Township Clerk

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of P.A. 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form or would like to request an informational packet, call (517) 373-3272.

To be completed by Clerk of Local Government Unit	
Signature of Clerk 	Date received by Local Unit March 21, 2006
Application Number	Date Received by STC

APPLICANT INFORMATION

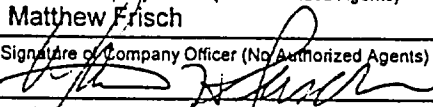
All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) Fibertec, Inc.		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (Four Digit Code) 8734	
1c. Address of Facility (real property or personal property location) 1914 Holloway Dr, Holt, MI 48842		1d. Name of City/Township/Village (Indicate which) Delhi Twp	1e. County Ingham
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(4)) <input type="checkbox"/> Transfer (1 copy only) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(1)) <input type="checkbox"/> Research and Development (Sec. 2(9))		3a. School District where facility is located Holt	3b. School Code 33070
4. Amount of years requested for exemption (1-12 Years) 12			
5. Thoroughly describe the project for which exemption is sought: Real Property (Type of Improvements to Land, Building, Size of Addition); Personal Property (Explain New, Used, Transferred from Out-of-State, etc.) and Proposed Use of Facility. (Please attach additional page(s) if more room is needed). \$767,200 in new testing equipment, computers, and machinery.			
6a. Cost of land and building improvements (excluding cost of land).....		\$0.00	
* Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.		Real Property Costs	
6b. Cost of machinery, equipment, furniture and fixtures.....		\$767,200.00	
* Attach itemized listing with month, day and year of beginning of installation plus total costs		Personal Property Costs	
6c. Total Project Costs		\$767,200.00	
Total of Real & Personal Costs			
7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.			
	Begin Date (M/D/Y)	End Date (M/D/Y)	
Real Property Improvements	_____	_____	<input type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements	3/20/06	3/19/08	<input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased
8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
9. Number of existing jobs at this facility that will be retained as a result of this project. 41		10. Number of new jobs at this facility expected to be created within two years of project completion. 4	
11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of valuation for the entire plant rehabilitation district. The SEV data below must be as of December 31 of the year prior to the rehabilitation.			
a. SEV of Real Property (excluding land)		_____	
b. SEV of Personal Property (excluding inventory)		_____	
c. Total SEV		_____	
12a. Check the type of District the facility is located in: <input checked="" type="checkbox"/> Industrial Development District <input type="checkbox"/> Plant Rehabilitation District			
12b. Date district was established by local government unit (contact local unit) 6/19/01		12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name Keleigh Halmich	13b. Phone Number (517) 699-0345	13c. Fax Number (517) 699-0382	13d. E-mail Address khalmich@fibertec.us
14a. Name of Contact Person Keleigh Halmich	14b. Phone Number (517) 699-0345	14c. Fax Number (517) 699-0382	14d. E-mail Address khalmich@fibertec.us
15a. Name of Company Officer (No Authorized Agents) Matthew Frisch			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number (517) 699-0382	15d. Date 3-21-06
15e. Mailing Address (Street, City, State, ZIP) 1914 Holloway Dr, Holt, MI 48842		15f. Phone Number (517) 699-0345	15g. E-mail Address mfrisch@fibertec.us

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Years (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
17. Name of Local Government Body	18. Date of Resolution Approving/Denying this Application

Attached hereto is an original and one copy of the application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Phone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

State Tax Commission
Michigan Department of Treasury
P.O. Box 30471
Lansing, MI 48909-7971

STC USE ONLY			
LUCI Code	Begin Date	End Date	End Date2

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