THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, APRIL 20, 2011 AT 5:30 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order
Approval of the April 6, 2011 Minutes
Additions to the Agenda
Limited Public Comment

1. **Treasurer’s Office**
   a. 4th Quarter 2010 Portfolio Report
   b. 1st Quarter 2011 Portfolio Report

2. **Equalization/Tax Mapping**
   a. Resolution to Adopt the 2011 County Equalization Report as Submitted with the Accompanying Statements (*Report to be distributed at meeting*)
   b. Resolution Designating County Representatives at State Tax Commission Hearings

3. **Ingham County Medical Care Facility** - Resolution Authorizing the Addition of a Therapeutic Activities Area, Walkway, and Courtyard to the Ingham County Medical Care Facility’s Dementia Unit

4. **Health Department**
   a. Resolution to Amend the Administrative Support Services Agreement with Barry-Eaton Health Plan Corporation
   b. Resolution to Authorize an Agreement with Midland County Educational Service Agency to Provide Quality Improvement Services for Childcare Providers
   c. Resolution to Authorize the Transition of a Medical Technologist Position from Temporary Special Part Time to Permanent Part Time (.5 FTE)

5. **Purchasing Department** - Communication Regarding the Disposal of 14 Surplus Vehicles

6. **Board of Commissioners** - Resolution Establishing Policy and Priorities for the Use of Farmland and Open Space Preservation Funds and to Adopt an Ordinance Amending the Ingham County Farmland Purchase of Development Rights Ordinance
7. **Controller/Administrator’s Office**
   a. First Quarter 2011 Budget Adjustments and Contingency Fund Update - Resolution Authorizing Adjustments to the 2011 Ingham County Budget
   b. Resolution Establishing Priorities to Guide the Development of the 2012 Budget and Activities of County Staff
   c. Resolution to Approve Final Design Plans and Authorizing the Ingham County Building Authority to Proceed with Bid Documents for the Ingham County Consolidated 911 Dispatch Center Project

8. **Board Referral** - Letter (with Attachments) from **City of East Lansing** Regarding Two Public Hearings Scheduled for Tuesday, April 19, 2011 to Consider Personal Property and Industrial Facilities Tax Exemptions for Working Bugs LLC and Spartan Technology LLC

Announcements
Public Comment
Adjournment

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

The County of Ingham will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days notice to the County of Ingham. Individuals with disabilities requiring auxiliary aids or services should contact the County of Ingham in writing or by calling the following: Ingham County Board of Commissioners, P.O. Box 319, Mason, MI 48854 Phone: (517) 676-7200. A quorum of the Board of Commissioners may be in attendance at this meeting. Meeting information is also available on line at [www.ingham.org](http://www.ingham.org).
FINANCE COMMITTEE
April 6, 2011
Minutes

Members Present: Penelope Tsernoglou, Rebecca Bahar-Cook, Brian McGrain, Steve Dougan and Board Chairperson Grebner

Members Absent: Andy Schor, Deb Nolan and Rebecca Bahar-Cook

Others Present: Teri Morton, Dale Copedge, Richard Terrill, Mary Sabaj, Tom Shewchuk, George Strander, Willis Bennett and others

The meeting was called to order by Vice-Chairperson Tsernoglou at 5:39 p.m. in the Personnel Conference Room “D & E” of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the March 16, 2011 Minutes

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. DOUGAN, TO APPROVE THE MARCH 16, 2011 MINUTES AS AMENDED.

The March 16, 2011 Minutes were amended to reflect the following:

Page 4, last sentence before the Announcements, strike the word some and replace with several.

MOTION CARRIED UNANIMOUSLY. Absent: Comms. Schor, Nolan and Bahar-Cook

Additions to the Agenda

12. Substitute – Item #3 from County Services Meeting 4/5/11 - Resolution Approving Selection Criteria (Scoring System) for Ranking Landowner Applications to the Ingham County Farmland and Open Space Preservation Program and Authorizing the Ingham County Farmland and Open Space Preservation Board to Proceed with the 2011 Purchase of Development Rights Application Cycle

Limited Public Comment
None.

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

2. Prosecuting Attorney’s Office - Resolution to Authorize a Grant Subcontract Between the City of Lansing and Ingham County Prosecuting Attorney’s Office for the Training and Prosecution of Elder Abuse
4. **MSU Extension/Family Division** - Resolution to Authorize the Operation of a Community Supported Agriculture (CSA) Program as a Part of the 4-H Youth Garden and Farm Stand Programs at the Ingham County Family Center

5. **Circuit Court** - Resolution Authorizing a Contract with ImageSoft Corporation for the Discovery Phase of the Scanning Project for the Circuit Court

7. **Health Department**
   a. Resolution to Authorize Amendment #1 to the 2010-2011 Comprehensive Planning, Budgeting and Contracting Agreement with the Michigan Department of Community Health
   b. Resolution to Create a WIC Satellite at Grand River Head Start Site of Capital Area Community Services
   c. Resolution to Authorize the Temporary Reassignment of Some Public Health Service Job Duties and Responsibilities and the Execution of the Related Letter of Understanding

9. **Facilities Department** - Resolution to Authorize a Renewal of the Contract with Teachout Security Services at Various Ingham County Buildings

10. **Financial Services Department** - Resolution to Authorize a Contract with Tyler Technologies for MUNIS Training

11. **Management Information Services Department** - Resolution to Approve the Purchase of a Labor Block Support Agreement from Netarx, Inc. for On-Going Technical Support of the Ingham County Network Infrastructure

13. **Controller/Administrator’s Office**
   a. Resolution Authorizing a Contract with Van Belkum for a New NICE 911 Recorder System for the Ingham County 911 Centers
   b. Resolution Authorizing Entering into Contract with the City of Lansing for the Public Safety Interoperable Communication (PSIC) Grant Program to Enhance the Ingham County Public Safety Radio Communications System

MOTION CARRIED UNANIMOUSLY. Absent: Comms. Schor, Nolan and Bahar-Cook

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

MOTION CARRIED UNANIMOUSLY. Absent: Comms. Schor, Nolan and Bahar-Cook

1. **Sheriff’s Office**
   a. Resolution Authorizing Participation with the Meridian Township Police Department Youth Alcohol Enforcement Grant
MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE RESOLUTION AUTHORIZING PARTICIPATION WITH THE MERIDIAN TOWNSHIP POLICE DEPARTMENT YOUTH ALCOHOL ENFORCEMENT GRANT.

Comm. Dougan asked if under age people will be hired to try and buy alcohol. Ms. Morton stated to her knowledge it is only for Deputy overtime. She stated that she would follow up with the Sheriff’s Office on how this will actually work and provide the information to Comm. Dougan.

MOTION CARRIED UNANIMOUSLY. Absent: Comms. Schor, Nolan and Bahar-Cook

b. Resolution Authorizing Participation with the Meridian Township Police Department Highway Safety Grant

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE RESOLUTION AUTHORIZING PARTICIPATION WITH THE MERIDIAN TOWNSHIP POLICE DEPARTMENT HIGHWAY SAFETY GRANT.

Comm. Dougan asked if the overtime is broader than the people on the traffic enforcement division. Ms. Morton replied yes, the people assigned will have an account number linking their overtime to the Grant.

MOTION CARRIED UNANIMOUSLY. Absent: Comms. Schor, Nolan and Bahar-Cook

3. Community Corrections Advisory Board - Resolution Authorizing a Lease with Peckham, Inc. Pathways Employment Program for Office Space at the Ingham County Grady Porter Building

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE RESOLUTION AUTHORIZING A LEASE WITH PECKHAM, INC. PATHWAYS EMPLOYMENT PROGRAM FOR OFFICE SPACE AT THE INGHAM COUNTY GRADY PORTER BUILDING.

Comm. Dougan asked if this was empty space without any usefulness to the County. He suggested that all empty space should be evaluated in order to consolidate into one area. Ms. Sabaj stated that the space was formally occupied by Community Corrections Substance Abuse Evaluation and Services Program but they no longer exist, and will now receive rent from Peckham. She also noted that Peckham will provide the office furnishings and technology for this space.

Ms. Sabaj stated that she has had brief interaction with the Peckham Employment Coordinator who is pleased that this space will allow for small groups where this was not possible in the past. Additionally, this allows for a probation officer to make a quick referral and access it easily. Ms. Sabaj explained that it has been discovered over the past few years there is better follow through with clients when they have close access to the referral source.
Comm. Tsernoglou asked where this is located. Ms. Sabaj stated that it was in a cubicle at the Michigan Works Building and will now be in the Grady Porter Building next to pretrial services.

Mr. Terrill informed the Committee the Facilities and Purchasing Departments issued a RFP after developing criteria for evaluation of the space. He stated that it is currently with the Controller’s Office for review and there will be a recommendation before the Commissioners shortly.

MOTION CARRIED UNANIMOUSLY. Absent: Comms. Schor, Nolan and Bahar-Cook

6. Probate Court - Resolution Authorizing Contracts with ImageSoft Corporation and with Graphic Sciences Corporation for Implementation of the Probate Court Scanning Project

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. DOUGAN, TO APPROVE THE RESOLUTION AUTHORIZING CONTRACTS WITH IMAGESOFT CORPORATION AND WITH GRAPHIC SCIENCES CORPORATION FOR IMPLEMENTATION OF THE PROBATE COURT SCANNING PROJECT.

Comm. Dougan expressed his concern that that the amount greatly exceeds the budget. Mr. Strander stated that after consultation with MIS the $25,000 was put into CIP for the discovery and installation for a vendor like ImageSoft. He stated that it did not include a request for back scanning which was brought to Integrated Justice Information System (IJIS) and approved by the IJIS Committee. He noted that the IJIS fund no longer exists and was renamed the Law and Order Fund for Technology (LOFT) fund.

Comm. Dougan asked Ms. Morton how much was in the LOFT Fund. Ms. Morton stated that at the end of 2010 there was approximately $440,000. She explained although money is put back in the fund each year the fund has been drawn down over the years, and is now closer to each year’s expenditures. Comm. Dougan asked if this is a revolving account. Ms. Morton replied yes. Comm. McGrain expressed his concern that given budget constraints and expenditures could this be funded each year. Ms. Morton stated that this is a considered a priority in the system.

MOTION CARRIED UNANIMOUSLY. Absent: Comms. Schor, Nolan and Bahar-Cook

8. Parks & Recreation Commission - Resolution Authorizing a Fund Transfer to the Potter Park Zoological Society

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE RESOLUTION AUTHORIZING A FUND TRANSFER TO THE POTTER PARK ZOOLOGICAL SOCIETY.

Comm. McGrain asked if this has to do with fund raising. Mr. Bennett stated this has to do with the media plan advertising and promotion through venues such as radio, billboards, and movie theater ads. He explained that all the invoices are reviewed for accuracy. Mr. Bennett also explained that his staff does not have the expertise in advertising like the Society and the
advertising has been successful in recovering expenses plus contributing to various exhibits at the zoo. Comm. McGrain asked if the $60,000 to $70,000 was a planned increase. Mr. Bennett replied yes.

MOTION CARRIED UNANIMOUSLY. Absent: Comms. Schor, Nolan and Bahar-Cook

12. Board of Commissioners - Resolution Establishing Policy and Priorities for the Use of Farmland and Open Space Preservation Funds

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE RESOLUTION ESTABLISHING POLICY AND PRIORITIES FOR THE USE OF FARMLAND AND OPEN SPACE PRESERVATION FUNDS.

Comm. Grebner explained that he presented an alternate Resolution at the County Services meeting which conflicted with the regular resolution; therefore, County Services tabled the resolutions until there could be a meeting with the Farmland Preservation Board.

Comm. Grebner stated that he had met with Comm. Vickers, Mr. Cypher, Ms. Byers, and Mr. Kindel earlier today. The consensus of the meeting is to proceed with the Resolution by striking Tier II in order for the Farmland Preservation Board to meet their deadlines. The objective of revisiting Tier II is to change the process of negotiations by using the Purchasing Department.

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. DOUGAN, TO AMEND THE RESOLUTION STRIKING TIER II AND ANYTHING REFERRING TO TIER II.

THIS WAS ACCEPTED AS A FRIENDLY AMENDMENT. Absent: Comms. Schor, Nolan and Bahar-Cook

MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY. Absent: Comms. Schor, Nolan and Bahar-Cook

13. Controller/Administrator’s Office
   c. Resolution to Authorize Rehmann Robson to Conduct an Audit of the Ingham County Drain Commission

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. DOUGAN, TO APPROVE THE RESOLUTION TO AUTHORIZE REHMANN ROBSON TO CONDUCT AN AUDIT OF THE INGHAM COUNTY DRAIN COMMISSION.

Comm. Dougan asked if this was being shifted from a General Fund expense to an expense of the Drain Commissioner’s Office, and if so does this mean the $6,875 becomes a portion of the various goals through the year. Ms. Morton stated she would follow up with Comm. Dougan regarding which fund would be used.
Comm. Tsernoglou asked if this is new audit and if so why is it new. Ms. Morton explained this was a recommendation from the Controller and Financial Services Director to have a separate audit for the Drain Commission in order to be consistent with other component unit financial statements. Ms. Morton stated that the Drain Commissioner was in agreement.

Comm. McGrain expressed his concern that the cost is relatively low based on the size of the Drain Commissioner’s Office. Ms. Morton stated it was her opinion this is an add-on to the regular audit. Comm. Dougan asked if this would reduce the fee of the regular audit. Ms. Morton replied no, because there is additional work. Comm. McGrain asked if this included all of the separate units within the Drain Commission. Ms. Morton replied yes.

MOTION CARRIED UNANIMOUSLY. Absent: Comms. Schor, Nolan and Bahar-Cook

Announcements
None.

Public Comment
None.

The meeting adjourned at approximately 6:24 p.m.

Respectfully submitted,

Julie Buckmaster
RESOLUTION ACTION ITEMS:

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

2a. Equalization/Tax Mapping - Resolution to Adopt the 2011 County Equalization Report as Submitted with the Accompanying Statements

This resolution will adopt the annual Equalization Report, which is used to levy property taxes for the general fund’s 2011 budget year, and the 2012 budget year for the county’s other millages. The 2011 equalized values for the 16 townships and five cities in the County will be adopted for real property values at $7,404,482,311 and personal property values at $485,596,174, for a total equalized value of real and personal property of $7,890,078,485.

2b. Equalization/Tax Mapping - Resolution Designating County Representatives at State Tax Commission Hearings

This resolution will designate Douglas A. Stover, Equalization Director, and Commissioners Steve Dougan and Penelope Tsernoglou to represent Ingham County at the State Tax Commission Hearings. The preliminary meeting will be held on Monday, May 9, 2011 and the Annual State Equalization Hearing will be held on Monday, May 23, 2011.

3. Ingham County Medical Care Facility - Resolution Authorizing the Addition of a Therapeutic Activities Area, Walkway, and Courtyard to the Ingham County Medical Care Facility’s Dementia Unit

This resolution authorizes the addition of a therapeutic activities area, walkway, and courtyard to the Ingham County Medical Care Facility’s (ICMCF) existing dementia unit. This addition would provide and support the delivery of person centered planning and service for residents with dementia at ICMCF. The construction contract is awarded to Moore Trosper, and the resolution authorizes a project labor agreement (PLA). A PLA is required when, in the opinion of staff, a proposed construction project meets the definition of a "Major County Project", which by definition, is a project where the direct labor costs are expected to exceed $100,000. The construction/general manager — on condition of being awarded the contract — would negotiate in good faith, on the County's behalf, a PLA with the appropriate Labor Organization(s). The decision to use a PLA is based on many factors including reduced cost, reduced risk, enhanced productivity, increased access to construction trades, etc. The cost of the project is expected to be approximately $1.46 million, and will be funded by the ICMCF’s cash depreciation fund. As of March 31, 2011, the facility’s cash depreciation fund was at $11,340,869. Upon completion of the therapy pool, June 30, 2011, there will be approximately $9,974,003 remaining to fund the dementia unit addition.
4a. Health Department - Resolution to Amend the Administration Support Services Agreement between Barry-Eaton Health Plan Corporation and the Ingham County Health Department

This resolution amends the existing agreement with the Barry-Eaton Health Plan to add financial support services. The Ingham County Health Department will perform the day to day financial functions on behalf of Barry-Eaton Health Plan. For these services, the Barry-Eaton Health Plan Corporation will pay the Ingham County Health Department a rate of $6,000 per year, which will be paid monthly at $500. This rate is similar to what ICHD charges other County Health Plans of similar plan size, including Ionia, Livingston, and Jackson Health Plans.

4b. Health Department - Resolution to Authorize an Agreement with Midland County Educational Service Agency to Provide Quality Improvement Services for Childcare Providers

This resolution authorizes an agreement with the Midland County Educational Service Agency (MCESA) to facilitate quality improvement among childcare providers and now seeks to extend its original contract with the Health Department to provide for these activities. The contract period will be January 31, 2011 through September 30, 2011. MCESA will reimburse the county for up to a $47,600 for staffing to serve as a Quality Improvement Specialist (QIS), and up to $600 for cell phone and computer expenses. Additionally, mileage costs will be reimbursed at the standard governmental rate. MCESA will also provide funding in the amount of $56,844.90 to purchase educational materials and supplies for childcare providers who engage in individual quality improvement plans/activities. In addition, an existing Early Childhood Consultant in the Office for Young Children is authorized to increase from .5FTE to 1.0FTE. No County general funds will be expended in changing the position from .5FTE to 1.0FTE, rather this adjustment results in converting 100% of the salary costs of this position from general funds to grant funds.

4c. Health Department - Resolution to Authorize the Transition of a Medical Technologist Position from Temporary Special Part Time to Permanent Part Time (.5 FTE)

This resolution will transition the current temporary special part time Medical Technologist position to a permanent part time (.5 FTE) position.

The Michigan Department of Community Health (MDCH) has requested that the Health Department (ICHD) designate a permanent employee who will be dedicated to ensuring that the ICHD performs all laboratory activities in accordance with Clinical Laboratory Improvement Amendments (CLIA) regulations in order to maintain its certification and remain in good standing. The cost of converting the temporary special part time position to permanent part time is $44,275. The current budget is $17,245 for this position. In order to fund this position, the ICHD proposes to eliminate a vacant part time Community Health Representative II position and combine it with the existing funding. This move will result in a savings of $1,609.
7a. Controller/Administrator’s Office - Resolution Authorizing Adjustments to the 2011 Ingham County Budget

This resolution would authorize the recommended adjustments to the Ingham County budget for the first quarter of fiscal year 2011. The total increase to the General Fund is $57,425 (see attached memo for details).

7b. Controller/Administrator’s Office - Resolution Establishing Priorities to Guide the Development of the 2012 Budget and Activities of County Staff

This resolution would authorize areas of priority to guide the 2012 activities and budget development. The resolution has been developed from recent discussions regarding the status of current areas of priority and departmental perspectives regarding areas of importance for 2012.

There are two versions of the proposed resolution included in your agenda packet. One version in which proposed changes from the 2011 resolution establishing areas of priority emphasis are indicated through bolded and struck-out language, and a “clean” version. The adopted resolution will be distributed to departments and offices for their information as they prepare their proposed budgets and activities for 2012, and will be used to guide the development of the Controller/Administrator’s Recommended Budget.

It is necessary for the Board of Commissioners to take action on this item to remain on schedule with the budget calendar authorized by Resolution #11-070.

7c. Controller/Administrator’s Office - Resolution to Approve Final Design Plans and Authorizing the Ingham County Building Authority to Proceed with Bid Documents for the Ingham County Consolidated 911 Dispatch Center Project

This resolution would authorize approval of the final design plans as presented previously in the Law Enforcement April 14 meeting for the Ingham County Consolidated 911 Dispatch Center Project. The final design plans are recommended by the Ingham County Building Authority and approval by the Board of Commissioners authorizes the Building Authority to proceed to prepare and release final bid documents.

OTHER ACTION ITEM:

6. Board of Commissioners - Resolution Establishing Policy and Priorities for the Use of Farmland and Open Space Preservation Funds and to Adopt an Ordinance Amending the Ingham County Farmland Purchase of Development Rights Ordinance.

This resolution amends the Ingham County Farmland Purchase of Development Rights Ordinance to allow for the Board of Commissioners or their designee to carry out a competitive process for arriving at the purchase price of the conservation easement and negotiating a purchase price, and appoints the Purchasing Department as the Board's designee. This responsibility currently lies with the Farmland and Open Space
Preservation Board. In addition, the resolution authorizes a formula based method for arriving at a fair representation of the value of the preservation rights for applicant parcels, and directs the Purchasing Department to work with the Farmland and Open Space Preservation Board to ensure that there are a sufficient number of applicants for each cycle.

INFORMATIONAL ITEMS:

1a. Treasurer’s Office - 4th Quarter 2010 Portfolio Report

1b. Treasurer’s Office - 1st Quarter 2011 Portfolio Report

5. Purchasing Department - Communication Regarding the Disposal of 14 Surplus Vehicles

BOARD REFERRAL:

8. Letter (with Attachments) from City of East Lansing Regarding Two Public Hearings Scheduled for Tuesday, April 19, 2011 to Consider Personal Property and Industrial Facilities Tax Exemptions for Working Bugs LLC and Spartan Technology LLC
TO: Finance Liaison Committees
FROM: Eric Schertzing
RE: Treasurer’s Portfolio Report for 4Q and 1Q 2011.

Attached is the Treasurer’s Portfolio Report for 4Q 2010 and 1Q 2011.

Thank you for your consideration of this report. Please contact me if you have any questions.
To: Ingham County Finance Committee

From: Douglas A. Stover

Date: April 7, 2011

Subject: 2011 County Equalization

Attached please find:

(1) Resolution to Adopt the 2011 County Equalization Report as submitted with the Accompanying Statements; and

(2) Resolution Designating County Representatives at State Tax Commission Hearings.

The 2011 County Equalization Report will be distributed at the meeting.

DAS/djs
Encls.
Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ADOPT THE 2011 COUNTY EQUALIZATION REPORT AS SUBMITTED WITH THE ACCOMPANYING STATEMENTS

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

WHEREAS, based on its studies, the Equalization Department has presented to the Equalization Subcommittee the 2011 Equalization data that equalizes the townships’ and cities’ valuations, by adding to or deducting from the valuations of the said taxable property in the 16 townships and five cities, an amount which represents the true cash value; and

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

THEREFORE BE IT RESOLVED, by the Board of Commissioners of the County of Ingham, that the accompanying statements be, and the same hereby are, approved and adopted by the Board of Commissioners of the County of Ingham as the equalized value of all taxable property, both real and personal, for each of the 16 townships and five cities in said County for real property values equalized at $7,404,482,311 and personal property values equalized at $485,596,174, for a total equalized value of real and personal property at $7,890,078,485 pursuant to Section 211.34 MCL, 1948, as amended.
Agenda Item 2b

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION DESIGNATING COUNTY REPRESENTATIVES AT STATE TAX COMMISSION HEARINGS

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

WHEREAS, the State Equalization hearing date and issuance of final order is set for Monday, May 23, 2011; and

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

THEREFORE BE IT RESOLVED, that Douglas A. Stover, Equalization Director, and Commissioners Steve Dougan and Penelope Tsernoglou, be and hereby are appointed to represent the County of Ingham at the preliminary meeting on Monday, May 9, 2011 and the Annual State Equalization Hearing on Monday, May 23, 2011, and any other dates as set by the State Tax Commission, in the matter of the 2011 equalization of assessments for Ingham County.
DATE:        April 18, 2011

TO:          Human Services, County Services, and Finance Committees

FROM:        Mark Stevens, Administrator

SUBJECT:     ICMCF Dementia Unit Addition - Therapeutic Activities’ Area, Walkway, and Courtyard

The Department of Human Services Board has approved the addition of a therapeutic activities’ area, walkway, and courtyard to ICMCF’s dementia unit (please see page 3). On February 23rd, 24th, March 2nd and March 3rd, a ‘Request for Proposals’ was placed in the Lansing State Journal and consequently Moore Trosper Construction Company from Holt, Michigan was awarded the contract.

BACKGROUND

Ingham County Medical Care Facility desires to provide additional space for its dementia unit to meet the needs and expectations of persons residing in ICMCF who are struggling with dementia. Residents with dementia need assistance in dealing with:

- Significant confusion and agitation
- Wandering and elopement
- Social withdrawal
- Lack of initiative
- Challenging behaviors and behavior management
- Altercations with other residents
- Risks for falls
- Decreased appetite and weight loss
- Altered sleep cycles.

A recently completed analysis of the facility’s operations concluded that ICMCF could do more to assist residents with dementia by enhancing the facility’s physical plant. The addition of a therapeutic activities’ area, walkway, and courtyard to ICMCF’s existing dementia unit would provide and support the delivery of person centered planning and service for residents with dementia at ICMCF. The addition of a therapeutic activities’ area, walkway, and courtyard will assist residents with dementia by:

- Creating an environment that feels comfortable and familiar, as a home would, rather than an institutional setting. The environment would be less about physical structures and more about the feeling inspired by the quality of the environment.
- Providing easy, safe, and secure access to the outdoors while maintaining control over unauthorized exiting. Residents who have elopement behaviors need opportunities for safe wandering.
- Providing freedom of movement for the residents to common areas and to their personal spaces.
- Creating indoor and outdoor pathways which are free of obstructions and have interesting, safe places to explore and comfortable places to rest along the way.
• Creating activity zones with recreational opportunities, such as multi-sensory theme boxes, that residents can explore with staff encouragement.
• Creating a low-stimulus setting for periodic rest breaks, playing music or nature sounds that calm the person who wanders.
• Providing cues to help residents who wander orient themselves to the residence.
• Eliminating non-emergency paging-system announcements and other institutional features that make the residence feel foreign or different from one's home.
• Improving resident functioning by minimizing distractions that can frighten or confuse residents, while maximizing environmental factors that promote independence.

FINANCIAL CONSIDERATIONS

Construction costs are estimated to be $1,460,000 for the therapeutic activities’ area, walkway, and enclosed courtyard.

Utility cost/upkeep is estimated at $5,250 per year.

ICMCF would receive approximately $38,500 in additional State revenue each year as a result of construction costs, utility costs, and the additional square footage of the physical plant.

The Foundation Board has expressed an interest in raising funds for this project and I believe the Board would approve funding for furniture and sensory stimulation equipment.

As of March 31, 2011 the facility’s cash depreciation fund was at $11,340,869. Upon completion of the therapy pool, June 30, 2011, there will be approximately $9,974,003 remaining to fund the dementia unit addition. In the past this fund has paid for building a 32 bed rehab unit, a rehabilitation gym, and the therapy pool.

RESOLUTION

The Medical Care Facility is requesting support of the Human Services Committee for the addition of a therapeutic activities’ area, walkway, and courtyard for ICMCF’s dementia unit.
ICMCF Dementia Unit Addition

CONNECTOR BETWEEN DEMENTIA WINGS

NEW COURTYARD WITH MEANDERING PATHS, SEATING AREAS, LANDSCAPING AND GARDENING AREAS
Agenda Item 3

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE ADDITION OF A THERAPEUTIC ACTIVITIES AREA, WALKWAY, AND COURTYARD TO THE INGHAM COUNTY MEDICAL CARE FACILITY’S DEMENTIA UNIT

WHEREAS, the Ingham County Medical Care Facility (ICMCF) desires to provide additional space for its dementia unit to meet the needs and expectations of persons residing in ICMCF who are struggling with dementia; and

WHEREAS, the addition of a therapeutic activities’ area, walkway, and courtyard to ICMCF’s existing dementia unit would provide and support the delivery of person centered planning and service for residents with dementia at ICMCF; and

WHEREAS, the Ingham County Department of Human Services Board is requesting that the Ingham County Board of Commissioners authorize the addition of a therapeutic activities area, walkway, and courtyard to the Ingham County Medical Care Facility’s Dementia Unit; and

WHEREAS, the proposed additions will be constructed at a cost of $1,460,000; and

WHEREAS, cost of the project will be paid from the Medical Care Facility Depreciation Fund, which has a current balance of $11,340,869.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Department of Human Services Board to implement the proposed addition of a therapeutic activities area, walkway, and courtyard to the Ingham County Medical Care Facility’s Dementia Unit, at a cost not to exceed $1,500,000, to be paid from the Medical Care Facility Depreciation Fund.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners hereby authorizes a Project Labor Agreement for the addition of a therapeutic activities area, walkway, and courtyard to the Ingham County Medical Care Facility’s Dementia Unit based upon the criteria in the Ingham County Project Labor Agreement Policy and in Section 2(e) of the policy.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby conditions the award of a contract to Moore Trosper as the method to negotiate a Project Labor Agreement for the additions to the Dementia Unit at the Medical Care Facility based upon the criteria in the Ingham County Project Labor Agreement Policy and in Section 2(e) of the policy.

BE IT FURTHER RESOLVED, that the project will be conducted in accordance with the Ingham County Policies regarding the payment of Prevailing Wages and adherence to Equal Opportunity/Non-Discrimination Policies as provided by Resolutions #02-263, #02-283, #03-71, #03-183, and #04-219.
MEMORANDUM

To: Human Services Committee
    Finance Committee

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

Date: April 4, 2011

Subject: Resolution to Amend the Administration Support Services Agreement Between Barry-Eaton Health Plan Corporation and the Ingham County Health Department

The Ingham County Health Department (ICHD) has an existing agreement with the Barry-Eaton Health Plan Corporation to provide administrative services. This agreement has been in place since October 1, 2004.

Barry-Eaton Health Plan has requested an amendment to the existing agreement to add financial support services. The Ingham County Health Department will perform the day to day financial functions on behalf of Barry-Eaton Health Plan. For these services, the Barry-Eaton Health Plan Corporation will pay the Ingham County Health Department a rate of $6,000 per year, which will be paid monthly at $500. This rate is similar to what ICHD charges other County Health Plans of similar plan size, including Ionia, Livingston, and Jackson Health Plans.

I recommend that the Board of Commissioners adopt the attached resolution and authorize the proposed amendment to the agreement with the Barry-Eaton Health Plan Corporation.

Attachment

c: Debra Brinson, MPA, Deputy Health Officer, w/ attachment
   John Jacobs, CPA, Chief Financial Officer, w/ attachment
   Jayson Welter, Director of Policy, JD, Programs and Compliance, w/ attachment
   Holly Wilson, MA, Manager, Health Plan Management Services, w/ attachment
   Carolyn Redman, Project Specialist, w/ attachment
WHEREAS, the Ingham County Health Department has provided administrative services to the Barry-Eaton Health Plan Corporation since October 1, 2004; and

WHEREAS, the Barry-Eaton Health Plan Corporation requests that the Ingham County Health Department amend its existing agreement and add financial support functions to the existing Scope of Services; and

WHEREAS, the Barry-Eaton Health Plan Corporation agrees to pay the Ingham County Health Department $6,000 per year to be charged monthly at $500 for these additional services; and

WHEREAS, the payment will cover the costs incurred to the Ingham County Health Department; and

WHEREAS, the Health Department currently contracts to provide administrative services to 14 county health plans, including Barry-Eaton Health Plan Corporation; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the amendment to the existing administrative services agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the administrative services agreement with Barry-Eaton Health Plan Corporation to add financial support services to the existing scope of services.

BE IT FURTHER RESOLVED, that Ingham County shall make available through the Ingham County Health Department the following types of services: Outreach and Enrollment, Member Services, Development and Maintenance of a Provider Network, Adjudication and Payment of Claims, Case Management Services and Program Management Services, among other services negotiated with the individual health plans.

BE IT FURTHER RESOLVED, the Barry-Eaton Health Plan Corporation agrees to pay the Ingham County Health Department $6,000 per year to be charged monthly at $500 for these additional services.

BE IT FURTHER RESOLVED, that compensation from the health plans shall fully reimburse Ingham County for the cost of the services provided.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary changes to the Health Department’s FY2011 budget.

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

TO: Human Services Committee
    County Services Committee
    Finance Committee

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

DATE: April 7, 2011

RE: Authorization for an Agreement with Midland County Educational Service Agency to Provide Quality Improvement Services for Childcare Providers and The Purchase of Educational Materials and Supplies.

In Resolution #11-022, the Board of Commissioners authorized a contract between Midland County Educational Service Agency (MCESA) and the Health Department for the development and implementation of the Great Start Central Region Child Care Quality Implementation Plan. The work is funded by a Great Start Collaborative grant that MCESA has received from the Early Childhood Investment Corporation (ECIC).

MCESA has recently received additional funding from ECIC to facilitate quality improvement among childcare providers and now seeks to extend its original contract with the Health Department to provide for these activities. The contract period will be January 31, 2011 through September 30, 2011.

MCESA will reimburse the county for up to $47,600 for staffing to serve as a Quality Improvement Specialist (QIS), and up to $600 for cell phone and computer expenses. Additionally, mileage costs will be reimbursed at the standard governmental rate. MCESA will also provide funding in the amount of $56,844.90 to purchase educational materials and supplies for childcare providers who engage in individual quality improvement plans/activities.

The QIS must have a working knowledge of state licensing regulations and standards, the professional development system, and research and best practices related to quality improvement. The QIS will participate in peer meetings with ECIC’s Quality Improvement Project Manager as well as quarterly technical assistance meetings. Rather than utilizing these funds to hire an additional staff person to serve in this role, I propose that this responsibility be assigned to an existing staff member.

Ms. Robin Zeiter, an Early Childhood Consultant in the Office for Young Children, meets all of the requirements specified by MCESA and ECIC for the Quality Improvement Specialist, and has the approval of the funding organizations. Only one other current staff person in OYC has the qualifications for the QIS work, and that person did not ask to be considered for it.

Ms. Zeiter currently occupies a .5FTE position (#60116) that is funded by a combination of county general funds and grant funds from Great Start. Since the agreement explicitly requires and funds a 1.0FTE for the Quality Improvement Specialist, it is necessary to change the position to full-time. In order to facilitate this change in responsibility, existing position duties will be reassigned to other staff.
We are seeking authorization to increase Position #60116, currently occupied by Robin Zeiter, to full-time status for the period January 31, 2011 through September 30, 2011. The entire cost of the full-time position at Ms. Zeiter’s rate of pay ($31.98 per hour, including fringe benefits) for the specified time period (17 pay periods) is $43,493, which falls well below the reimbursement cap. No County general funds will be expended in changing the position from .5FTE to 1.0FTE, rather this adjustments results in converting 100% of the salary costs of this position from general funds to grant funds. We expect this grant to renew annually, based upon funding availability.

I recommend that the contract with MCESA be approved and that Position #60116 be increased temporarily (January 31, 2011 through September 30, 2011) from .5FTE to 1.0FTE to fulfill the requirements of the MCESA contract.
Introducing by the Human Services, County Service, and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MIDLAND COUNTY EDUCATIONAL SERVICE AGENCY TO PROVIDE QUALITY IMPROVEMENT SERVICES FOR CHILDCARE PROVIDERS

WHEREAS, Resolution #11-022 authorized a contract between Midland County Educational Service Agency (MCESA) and the Health Department to develop and implement the Great Start Central Region Child Care Quality Implementation Plan with grant funds from the Early Childhood Investment Corporation (ECIC); and

WHEREAS, MCESA has received an additional grant from ECIC to facilitate quality improvement amongst childcare providers and to fund a Quality Improvement Specialist; and

WHEREAS, MCESA wishes to contract with the County to enable Ingham County Health Department to provide a Quality Improvement Specialist (QIS) to complete the work; and

WHEREAS, the Health Department can fulfill the requirements of the proposed contract by assigning an Early Childhood Consultant in the Office for Young Children to the project; and

WHEREAS, MCESA will reimburse the county for up to a $48,200 for staff time, cell phone and computer expenses, and also will reimburse mileage costs associated with the position; and

WHEREAS, MCESA will also reimburse the county an additional $56,844.90 to purchase educational materials and supplies for childcare providers who engage in individual quality improvement plans; and

WHEREAS, the period of the agreement will be January 31, 2011 through September 30, 2011.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Midland County Educational Service Agency for up to $48,200, plus mileage cost reimbursement for salary of the Quality Improvement Specialist, and for $56,844.90 to purchase educational materials and supplies.

BE IT FURTHER RESOLVED, that the contract period shall be from January 31, 2011 through September 30, 2011.

BE IT FURTHER RESOLVED, that Position #60116 will be increased from .5FTE to 1.0FTE for the time period of January 31, 2011 through September 30, 2011 to fulfill the requirements of the contract.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department’s FY2011 budget in order to implement this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign the agreement after it is approved as to form by the County Attorney.
MEMORANDUM

To: Human Services Committee
    County Services Committee
    Finance Committee

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

Date: April 12, 2011

Subject: Recommendation to Convert a Temporary Special Part Time Medical Technologist Position to a Permanent Part Time (.5 FTE) Position

This is a recommendation to transition the current temporary special part time Medical Technologist position to a permanent part time (.5 FTE) position.

The Centers for Medicare & Medicaid Services (CMS) regulates all laboratory testing (except research) performed on humans in the U.S. through the Clinical Laboratory Improvement Amendments (CLIA). The objective of the CLIA program is to ensure quality laboratory testing. CLIA certification also allows the Ingham County Health Department (ICHD) to bill for Medicaid and Medicare services. ICHD receives its CLIA certification from the Michigan Department of Community Health (MDCH) and the Health Financing Administration (HCFA).

As you may recall, last year the ICHD was found to be out of compliance with its CLIA certification. In order to come into compliance, the ICHD dedicated a temporary special part time Medical Technologist position (No. 601802) to perform proficiency testing. The Medical Technologist has worked diligently in order to bring the ICHD into compliance. MDCH has requested that the ICHD designate a permanent employee who will be dedicated to ensuring that the ICHD performs all laboratory activities in accordance with CLIA regulations in order to maintain its certification and remain in good standing. In order to continue to maintain compliance with CLIA and to continue to bill for millions of dollars of from Medicaid and Medicare, the ICHD would like to convert the current temporary special part time Medical Technologist position to a permanent part time (.5 FTE) position.

The cost of converting the temporary special part time Medical Technologist to a permanent part time (.5 FTE) Medical Technologist is $44,275 (Calculated at Step 5). The current ICHD budget is $17,245 for this position. In order to fund this position, the ICHD proposes to eliminate a vacant part time Community Health Representative II (CHRII) position (UAW Grade D, No. 601394) and combine it with the existing funded temporary special part time Medical Technologist position. The CHRII position was budgeted within the FY 11 budget at $28,639. These funds will be used to offset the cost of moving the Medical Technologist position from special part time to permanent part time. This move will save Ingham County $1,609.

ICHD administrative staff has discussed the transition with the unions involved. The UAW Chairperson approves the elimination of this UAW position. The ICEA Professional’s Union President also supports this transition.

Attachment
Agenda Item 4c

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE TRANSITION OF A MEDICAL TECHNOLOGIST POSITION FROM TEMPORARY SPECIAL PART TIME TO PERMANENT PART TIME (.5 FTE)

WHEREAS, the Centers for Medicare & Medicaid Services (CMS) regulates all laboratory testing (except research) performed on humans in the U.S. through the Clinical Laboratory Improvement Amendments (CLIA); and

WHEREAS, the objective of the CLIA program is to ensure quality laboratory testing; and

WHEREAS, the Ingham County Health Department (ICHD) receives its CLIA certification from the Michigan Department of Community Health (MDCH) and the Health Financing Administration (HCFA); and

WHEREAS, CLIA certification allows the ICHD to bill for Medicaid and Medicare services, which contributes millions of dollars to its operations; and

WHEREAS, MDCH has requested that the ICHD designate a permanent employee who will be dedicated to ensuring that the ICHD performs all laboratory activities in accordance with CLIA regulations in order to maintain its certification; and

WHEREAS, currently, the ICHD employs a Medical Technologist in a temporary special part time status to perform these functions; and

WHEREAS, in order to maintain compliance with CLIA, and at the request of MDCH, the ICHD would like to transition the current temporary special part time Medical Technologist position to a permanent part time (.5 FTE) Medical Technologist position; and

WHEREAS, this position will be funded by eliminating a vacant Community Health Representative II (UAW Grade D, No. 601394) position; and

WHEREAS, the Health Officer recommends the transition of the Medical Technologist position from temporary special part time to permanent part time.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the transition of the Medical Technologist position from temporary special part time to a permanent part time (.5 FTE) position effective the first full pay period after approval of this resolution by the Board of Commissioners.

BE IT FURTHER RESOLVED, that the Board of Commissioners eliminates a vacant Community Health Representative II position as described above.

BE IT FURTHER RESOLVED, that the hiring freeze and hiring delay provisions are hereby waived for this position.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the Controller/Administrator to amend the 2011 Position Allocation List and to make the necessary adjustments in the 2011 Budget of the Health Department.
MEMORANDUM

To: County Services and Finance Committees
From: Jim Hudgins, Purchasing Director
Date: April 6, 2011
Subject: Surplus

This is to inform you that the Purchasing Department recently disposed of 14 surplus vehicles through an advertised, sealed bid process for a total of $53,410. These vehicles were no longer needed due to age and/or poor mechanical condition. 42 sealed bids were received and awards were made to the highest bidder. The list of vehicles by department included:

**Sheriff’s Office**
1. 2004 Pontiac Bonneville, 108,629 miles
2. 2003 Pontiac Grand Prix, 123,872 miles
3. 2005 Chevrolet Tahoe, 158,723 miles
4. 1999 Chevrolet Tahoe, 88,027 miles
5. 2006 Chevrolet Impala, 128,513 miles
6. 2007 Chevrolet Impala, 87,250 miles
7. 2007 Chevrolet Impala, 137,014 miles
8. 2007 Chevrolet Impala, 148,955 miles
9. 2007 Chevrolet Impala, 82,521 miles
10. 2006 Chevrolet Impala, 112,358 miles
11. 2007 Chevrolet Impala, 105,638 miles

**Facilities Department**
12. 1990 Chevrolet 2500 4x4, 65,637 miles
13. 1997 Ford F-250 4x4, 54,492 miles

**Friend of the Court**
14. 2006 Chevrolet Tahoe, 115,330 miles

Proceeds from the sale for the Sheriff’s Office and Facilities Department’s vehicles were deposited in account #664 80000 673000, Sale of Fixed Accounts. Proceed from the sale of the FOC vehicle was deposited in account #215 14200 646000, Scrap and Salvage Sales.
WHEREAS, by Resolution #04-210, Ingham County established an Agricultural Preservation Board (currently known as the Farmland and Open Space Board), charged with reducing sprawl and encouraging wise land use by purchasing development rights from owners of undeveloped rural land who might otherwise be forced by economic circumstances to develop their land; and

WHEREAS, on August 5, 2008, the voters of Ingham County approved the levy of 0.14 mills for the purpose of funding the Farmland and Open Space Board; and

WHEREAS, Resolution #10-100 directs the Farmland and Open Space Board to identify property for possible inclusion in the program, to rank the proposals received according to established criteria, and to select development rights for purchase which requires approval by the Board of Commissioners; and

WHEREAS, Ingham County owes a primary duty as fiduciary, in disbursing Agricultural Preservation funds, to the taxpayers and citizens of the County, to ensure the funds are used as efficiently as possible, and to obtain the greatest value at the least cost; and

WHEREAS, the Ingham County Board of Commissioners wishes to clarify the responsibilities of the Farmland and Open Space Board and Purchasing Department staff.

THEREFORE BE IT RESOLVED, that the Ingham County Farmland and Open Space Board is directed to revise its procedures to facilitate a formula based approach for making offers to potential sellers; and

BE IT FURTHER RESOLVED, that the Farmland and Open Space Board shall seek expressions of interest from a sufficient number of owners each year, at the discretion of the Purchasing Department staff.

BE IT FURTHER RESOLVED, that the Farmland and Open Space Board shall rate each offered parcel or group of parcels in such a way that their rating, when multiplied by the acreage, shall be a fair representation of the value of the preservation rights to the citizens of the County.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby adopts the Ordinance Amending the Ingham County Farmland Purchase of Development Rights Ordinance, attached and incorporated by reference as Exhibit 1 to this Resolution.

BE IT FURTHER RESOLVED, that the amended Ordinance shall take effect when notice of its adoption is published in a newspaper of general circulation in the County.

BE IT FURTHER RESOLVED, that the Purchasing Department shall be the Board of Commissioners’ designee under the Farmland Purchase of Development Rights Ordinances responsible for establishing and carrying out a competitive process for arriving at the purchase price of the conservation easement, and negotiating a purchase price.
ORDINANCE AMENDING THE INGHAM COUNTY FARMLAND PURCHASE OF DEVELOPMENT RIGHTS ORDINANCE

ORDINANCE NO._____

An Ordinance to amend the Ingham County Farmland Purchase of Development Rights Ordinance to reflect that the County Board of Commissioners or its designee shall be responsible for negotiating the price for the purchase of development rights and the placement of an agricultural conservation easement.

THE PEOPLE OF THE COUNTY OF INGHAM, MICHIGAN, DO ORDAIN:

Section 1. Amendment. Section 4.C.vi. of the Ingham County Farmland Purchase of Development Rights Ordinance, which reflects the responsibilities of the Farmland and Open Space Preservation Board to establish the price to be offered and authorizing negotiations for the purchase of development rights and placement of an agricultural conservation easement, is deleted, and Section 4.C.vii shall be renumbered as Section 4.C.vi.

Section 2. Amendment. Sections 7. H., I. and J. of the Ingham County Farmland Purchase of Development Rights Ordinance are amended by changing the responsibility for the negotiation and establishment of a purchase price from the Ingham County Farmland and Open Space Preservation Board to the Ingham County Board of Commissioners, or its designee, to read as follows:

H. The ranking of applications shall be submitted to the Ingham County Board of Commissioners for their approval. Based on this approval, the Ingham County Board of Commissioners, or its designee, shall proceed to negotiate the purchase of development rights and the placement of agricultural conservation easements.

I. Agricultural value shall be based upon a price established by the Ingham County Board of Commissioners, or its designee, using a state certified appraiser or a points-based appraisal method established in Section 10.

J. Upon mutual agreement to the terms of the purchase by the property owner and the Ingham County Board of Commissioners or its designee, but before the approval of the Ingham County Board of Commissioners, a title search shall be completed before signing and recording of the agricultural conservation easement. Any questions or concerns regarding clear title to the property shall be resolved prior to signing of the agricultural conservation easement. All individuals, parties or entities with an interest in the property must be willing to agree to the terms and provisions of the agricultural conservation easement.

Section 3. Amendment. Section 10. C. of the Ingham County Farmland Purchase of Development Rights Ordinance is amended by changing the responsibility for approving the price to be offered and paid for the purchase of development rights and the placement of an agricultural conservation easement, and to renegotiate the initial offer, from the Ingham County Farmland and Open Space Preservation Board to the Ingham County Board of Commissioners, or its designee, to read as follows:
C. The Ingham County Board of Commissioners, or its designee, shall approve the price to be offered and paid for the purchase of development rights and the placement of an agricultural conservation easement. If the property owner obtains an independent appraisal, the Ingham County Board of Commissioners, or its designee, may elect to renegotiate the initial offer based on qualified circumstances. All purchases of development rights must be approved by the Ingham County Board of Commissioners.

Section 4. Repeal. All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

Section 5. Savings Clause. This Ordinance does not affect rights and duties matured, penalties that were incurred, and proceedings that were begun, before its effective date.

Section 6. Effective Date. This Ordinance Amending the Ingham County Farmland Purchase of Development Rights Ordinance shall take effect when notice of its adoption is published in a newspaper of general circulation in the County.

I, Mike Bryanton, Ingham County Clerk, certify that this Ordinance was adopted by the Ingham County Board of Commissioners and published in a newspaper of general circulation in the County on ____________.

_______________________________
Mike Bryanton, Ingham County Clerk

Ingham County Board of Commissioners

_______________________________
Mark Grebner, Chairperson
MEMORANDUM

April 8, 2011

TO: Finance and Liaison Committees
FROM: Teri Morton, Budget Director
RE: First Quarter 2011 Budget Adjustments and Contingency Fund Update

Enclosed please find the recommended adjustments to the Ingham County budget for the first quarter of fiscal year 2011. The total increase to the General Fund is $57,425.

The quarterly budget amendment process as authorized by the Board of Commissioners is necessary to make adjustments to the adopted budget. Usually, adjustments are made as a result of updated revenue and expenditure projections, grant revenues, reappropriations, accounting and contractual changes, and general housekeeping issues.

The majority of adjustments this quarter are reappropriations of funds budgeted but not spent in 2010. Some of the larger projects carried over from the 2010 budget include $173,010 for the Jail communication control system, $78,137 for painting stone at the Mason Courthouse, $138,799 for the Courtroom Technology project and $200,000 for the Health Department’s electronic medical records system. Only $47,600 of the capital budget carryover funds are in the general fund, with the remainder reserved within the funds where the projects are budgeted.

Most of the remaining funds for the Parks trail projects (totaling over $2.6 million) are also carried over, as well as several capital projects within the Potter Park/Zoo millage fund. This resolution approves the carry forward of funding for these projects only. Contracts to implement these projects will need additional approval by the Board of Commissioners.

Another large adjustment is a $1.6 million increase in the Health Department. This is to account for the book value of vaccine provided to the county by the Michigan Department of Public Health for children’s immunizations. This is not an actual increase in revenues and expenditures.

Contingency funding of $14,216 is proposed to be used for the county’s required contribution to MERS for the Capital Area District Library employees who were formerly employees of Ingham County. The adopted budget included $16,000 for this purpose, consistent with previous years’ contributions. However, the actual required 2011 contribution will be $30,216. Also proposed to be transferred from the contingency fund is $6,860 for attorney fees in the Circuit Court for legal representation as authorized by Resolution #10-392.

Also, included is an update of contingency fund spending so far this year. If the attached resolution is approved as proposed, the contingency amount will be $407,022. The attached document details how the Board has allocated the contingency funds throughout the year, beginning with a balance of $431,431.

Should you require any additional information or have questions regarding this process, please don’t hesitate to contact me.
## 2011 CONTINGENCY

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<td>R10-356: Contract for Cost Allocation Software Development</td>
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<td>R10-364: Unallocated Community Agency Funding</td>
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<td>Proposed 1st Quarter Adjustment</td>
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<td><strong>Current Contingency Amount</strong></td>
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INTRODUCED BY THE FINANCE COMMITTEE OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2011 INGHAM COUNTY BUDGET

WHEREAS, the Board of Commissioners adopted the 2011 Budget on October 26, 2010 and has authorized certain amendments since that time, and it is now necessary to make some adjustments as a result of updated revenue and expenditure projections, fund transfers, reappropriations, accounting and contractual changes, errors and omissions, and additional appropriation needs; and

WHEREAS, the Liaison Committees and the Finance Committee have reviewed the proposed budget adjustments prepared by the Controller/Administrator’s staff and have made adjustments where necessary; and

WHEREAS, Public Act 621 of 1978 requires that local units of government maintain a balanced budget and periodically adjust the budget to reflect revised revenue and expenditure levels.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the Controller/Administrator to make the necessary transfers to adjust revenues and expenditures in the following funds, according to the attached schedules:

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<th>FUND</th>
<th>DESCRIPTION</th>
<th>2011 BUDGET 4/01/11</th>
<th>PROPOSED CHANGES</th>
<th>PROPOSED BUDGET</th>
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## GENERAL FUND REVENUES

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<th>Proposed Changes</th>
<th>2011 Proposed Budget</th>
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**GENERAL FUND EXPENDITURES**

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Legal Aid 20,000 20,000
2-1-1 Project 33,750 33,750
Capital Improvements 1,984,241 47,600 2,031,841

**Total General Fund Expenditures**

|                      | 73,248,381 | 57,425 | 73,305,806 |

**General Fund Revenues**

Prosecuting Attorney Increase revenue $588 for a private grant from the Prosecuting Attorneys Association of Michigan to use towards the purchase of supplies promoting Crime Victim Rights Week.

Use of Fund Balance Increase use of fund balance $56,837 for reappropriated projects. ($9,237 for Cooperative Extension and $47,600 for capital improvements).

**General Fund Expenditures**

Circuit Court Increase attorney fee budget $6,860 for legal representation approved by Resolution 10-392.

Financial Services Increase budget $14,216 for county’s required contribution to MERS for Capital Area District Library (CADL) employees who were formerly employees of Ingham County.

Prosecuting Attorney Increase expenses $588 for a private grant from the Prosecuting Attorneys Association of Michigan to use towards the purchase of supplies promoting Crime Victim Rights Week.

Cooperative Extension Reappropriate $9,237 in unspent funds from the Community Development activity to cover portion of VISTA coordinator’s wages in 2011. Federal dollars were spent before general fund dollars, leaving a general fund balance to be carried over to the following year.

Contingency Decrease contingency for county’s required contribution to MERS for Capital Area District Library (CADL) employees who were formerly employees of Ingham County ($14,216) and for Circuit Court attorney fees ($6,860).

Capital Improvements Transfer $47,600 in reappropriated funds to the Health Fund for e-health implementation approved in the 2007 capital budget.

**Non-General Fund Adjustments**

Parks (F208) Reappropriate funds for web update ($3,000) and office phones ($2,700) approved in the 2009 capital budget.

Friend of the Court (F215) Increase revenues and expenses to purchase replacement laptop. ($923)
Health
(F221) Recognize book value of vaccine provided by Michigan Department of Public
Health to Health Department for children’s immunizations ($1,600,000).
Reappropriate funds for e-health implementation ($47,600) approved in the 2007
capital budget.

Hotel/Motel
(F230) Increase use of fund balance and transfer out to Fair Fund
to purchase replacement PC and monitor. ($942).

Public Improvements
(F245) Reappropriate funds for the following capital improvement
projects: parking lot repair ($21,919) per 2004 capital budget, painting stone at
Mason Courthouse ($78,137) per 2005 capital budget, parking lot repair ($1,399)
per 2006 capital budget, Mason Courthouse heating and cooling ($42,796),
District Court carpet ($7,610), District Court restroom renovation ($10,000), Jail
doors hinges and switches ($4,754), Hilliard Building chiller renewal ($40,000),
Jail carpet/floor replacement ($5,768), and Animal Control shelter security
camera ($1,910) per 2008 capital budget, District Court power transfer switch
($20,500), Jail communication control system ($173,010), Jail boiler/feed tank
($28,630), Animal Control public restroom renovation ($2,886), Parks stone
chips, sand and gravel ($7,077), and Parks beach house roof ($2,523) per 2010
capital budget, and Jail water management system approved by Resolution 10-368
($15,267).

ROD Automation
(F256) Increase use of fund balance to purchase nine replacement
PCs and six replacement printers. ($12,716)

Potter Park/Zoo
(F258) Reappropriate funds for the following capital projects not
completed in previous year: rhino project ($1,031,654) authorized in 2007,
outdoor bird holding ($10,000) and decorative fencing ($31,496) authorized in
2009, penguin exhibit glass ($5,000), red panda exhibit renovation ($10,000),
pheasant exhibit renovation ($5,000), big horn sheep exhibit update ($30,000),
gunnite rock work ($10,000), plant material ($6,404), garden program ($10,000),
big barn tuckpointing ($90,000), reptile exhibit electrical update ($17,446),
birdhouse roof ($6,335), birdhouse heating modifications ($4,440), and cell scale
($5,000) authorized in 2010.

Community Corrections
(F267) Restore subcontract amount for the Community Mental
Health Relapse Prevention and Recovery program to $47,200. Resolution 11-100
reduced amount to $37,200, but based on new information from the State
regarding budget adjustments, the subcontract amount needs to be restored.

Parks Capital
(F450) Reappropriate funds for the following capital projects;
Heart of Michigan Trail Lake Lansing South to Park Lake
Road ($829,075) per 2006 capital budget, Heart Of
Michigan Trail Park Lake to MSU ($1,252,230), Hawk
Island Tubing Hill ($150,000), Heart of Michigan Trail -
Right of Way Acquisition ($172,853), and Lake Lansing
South fishing dock per 2007 capital budget, Heart of
Michigan Trail Jolly Road to Hope Soccer Complex
($250,000) per 2008 capital budget, and fishing dock/habitat ($46,258), roof replacement Lake Lansing Boat Launch ($7,398), and Lake Lansing South cash registers ($3,737) per 2010 capital budget.

**Parks Enterprise (F508)**

Reappropriate funds for the following capital projects: tube rental building ($1,765), tube hill grooming equipment ($14,000) and disc golf course ($2,412) per 2009 capital budget.

**Fair (F561)**

Increase use of hotel/motel funds to purchase replacement PC and monitor. ($942)

**Bldg Authority Operating (F631)**

Reappropriate funds for the following capital improvement projects at the Human Services Building: signage ($13,123) per the 2009 capital budget, boiler replacement ($42,071), Tri-County Office on Aging kitchen air unit ($13,000), and parking lot repairs ($15,028) per the 2010 capital budget.

**Mach./Equip. Revolving (F664)**

Increase CIP upgrade funds to purchase the following replacement equipment: a laser printer for the Board of Commissioners Office ($984), a laser printer for Cooperative Extension ($984), a printer for Economic Development ($984), two PCs and monitors for Financial Services ($1,883), a laser printer for Probate Court ($1,717), equipment for the Treasurer’s Office comprised of three PCs, two monitors, and two laser printers ($4,274), a PC and monitor for Veterans Affairs ($942), a PC and monitor for Probate Court ($1,200), and a laptop ($1,253) and PC and monitor ($1,285) for Circuit Court. Reappropriate funds for the following projects: office furniture for the Drain Commissioner’s Office ($6,212) and electronic medical records system ($100,000) for Health Department approved in the 2007 capital budget, scanner project ($45,473) for Circuit Court, electronic medical records system for Health Department ($100,000) and Probate Court microfilming project ($16,825) approved in the 2008 capital budget, Probate Court scanning project ($17,953) and renovation of Health Department space at Human Services Building ($81,943) approved in the 2009 capital budget, FTR gold upgrade ($1,000), computer for counter ($1,000), paper drill ($1,000), letter opener ($1,200), implementation of new scanning system ($25,000), and recording equipment ($4,570) for Probate Court, Circuit Court Imaging/Scanning Project ($197,627), furniture for the Treasurer’s Office ($7,500), and Health Department call center records/reporting module ($32,000) approved in the 2010 capital budget, and Courtroom Technology Project ($138,799) approved by Resolution 10-376.
MEMORANDUM

April 8, 2011

TO: Board of Commissioners

FROM: Mary Lannoye, Controller/Administrator

RE: Priorities Guiding 2012 Activities and Budget

Attached for your consideration is a proposed resolution establishing areas of priority to guide the 2012 activities and budget development. The resolution has been developed from recent discussions regarding the status of current areas of priority and departmental perspectives regarding areas of importance for 2012.

There are two versions of the proposed resolution included in your agenda packet. One version in which proposed changes from the 2011 resolution establishing areas of priority emphasis are indicated through bolded and struck-out language, and a “clean” version. The adopted resolution will be distributed to departments and offices for their information as they prepare their proposed budgets and activities for 2012, and will be used to guide the development of the Controller/Administrator’s Recommended Budget.

Thank you for your consideration of these priorities as we begin to develop the budget for what promises to be a challenging year. Please contact me if you have any questions.
WHEREAS, Ingham County government is committed to assuring the provision of services most important to its citizens; and

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

* Enhancing access to county records
* Providing suitable roads and drains
* Providing recreational opportunities
* Fostering economic well being
* Promoting environmental protection and smart growth
* Preventing and controlling disease
* Promoting accessible health care
* Assisting in meeting basic needs
* Fostering appropriate youth development
* Supporting public safety
* Assuring judicial processing
* Providing appropriate sanctions for adult offenders
* Providing appropriate treatment and sanctions for at-risk juveniles; and

WHEREAS, these services are to be delivered in a manner which emphasizes:

* An educated and participating citizenry
* An ongoing capacity for intergovernmental collaboration
* A quality workforce
* Cost-effective delivery of county services
* Maximum use of technology; and

WHEREAS, the Board of Commissioners has assessed information provided by county staff and departments, offices and the courts related to issues and concerns which are important for the County to consider addressing in 2011; and

WHEREAS, the Board of Commissioners has identified significant revenue shortfalls including falling property tax assessments affecting budget projections for 2012; and

WHEREAS, the controller is projecting at least a $5.3 million budget shortfall for 2012; and

WHEREAS, the Board of Commissioners can no longer apply “across the board” percentage cuts to each department to cover the projected revenue losses; and
WHEREAS, the Board of Commissioners must take all this information into consideration when developing areas of priority and areas that may need to be significantly reduced or eliminated to make up for the projected revenue shortfalls in the development process for the 2011 Budget; and

WHEREAS, the Board of Commissioners has identified certain areas of priority emphasis priorities to guide the development of the 2012 Budget and activities of county staff.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopts the following priority areas of priority emphasis to be utilized by the Controller’s Office and the county offices, departments, agencies, and courts in developing proposed activities and budgets for 2012:

1. Current year expenditures should be supported by current year revenues. The Controller will develop a multi year budget projection and a long-range plan to finance the county’s legacy costs. These projections will be used to guide the Board’s decision as to the appropriate use of the County’s reserves in the development of the 2012 budget.

2. To the extent necessary and appropriate, mandated services currently provided by county government in support of all its long-term objectives should be continued in 2012, with ongoing evaluation to identify possible overlap and duplication of services and to identify more efficient uses of county funds. Current year expenditures should be supported by current year revenues.

3. The Board of Commissioners will be forced to reduce or eliminate service levels primarily in areas of discretionary services, yet recognizing that all mandated services will also be considered for budget reductions to the extent possible and necessary in this unprecedented time.

3. The Board of Commissioners encourages all departments, offices, and courts to consider these priorities in the development of their budgets and activities for 2012.

4. Priority consideration should be given to all of the following long-term objectives: maintaining current efforts with respect to all of the following long-term objectives; to considering proposals which enhance their achievement; and to implementing specific identified enhancements:

Promoting Accessible Health Care

- Continue to maintain and expand to the extent that funding becomes available through the 2010 Patient Protection and Affordable Care Act, access to health care for the uninsured and under-insured, through the Ingham Health Plan, the Federally Qualified Health Clinics, and other county operated health plan initiatives and programs and clinics. Evaluate the effect of the 2010 Patient Protection and Affordable Care Act on the delivery of public health services in Ingham County.

- Maximize ability to draw down federal funds for health care.

- Evaluate the Health Department budget to determine the appropriate amount of support that is necessary from the County General Fund in order to continue operations at an acceptable level.

Specific enhancement: Include a financing plan to enable the Ingham Health Plan Corporation, utilizing the Ingham Health Plan and the Ingham County Advantage Program, to continue to provide access to health care at a level at least equal to that being provided in 2008, and to utilize any available matching funds in order to increase
the number of uninsured county residents being served, with an ultimate goal of providing access to health care for 100% of uninsured county residents.

Supporting Public Safety
The County and the Building Authority will continue to work in cooperation with the Cities of Lansing and East Lansing to achieve the goal of a consolidated 911 Dispatch Center to be operational by mid-2012.

Because of continual declining revenue, it has become necessary to significantly reduce and/or eliminate discretionary services. Road patrol, as we know it, is a discretionary service that has been significantly reduced to date and is expected to face further cuts until totally eliminated. Therefore, it is the intent of the Board of Commissioners to eliminate road patrol services effective January 1, 2011.

It is also the intent of the Board to encourage townships to work cooperatively to unite and consider contracting for primary law enforcement services with the Ingham County Sheriff’s Office to meet the level of service they deem necessary. It is also the intent of the Board of Commissioners to offer financial assistance to facilitate the creation of a multi-jurisdictional authority to contract with the Ingham County Sheriff’s Office for the provision of the necessary primary law enforcement services.

The Ingham County Board of Commissioners and county staff will continue to work cooperatively with townships that rely on the Ingham County Sheriff’s Office for primary Law Enforcement Services to implement a plan to contract for these services.

Specific enhancement: Reduce the cost of providing primary law enforcement services to Ingham County townships and other jurisdictions by providing assistance in the creation of an authority to govern the provision of law enforcement service and through the implementation of a system of contracting for law enforcement services with that authority, using resources contracted from the Ingham County Sheriff’s Office.

Fostering Economic Well Being
Explore utilizing the County’s authority under Public Act 88 of 1913 to provide for the creation of a fund to be used for economic development in Ingham County.

An Ongoing Capacity for Intergovernmental Collaboration/Cost Effective Delivery of County Services
The Ingham County Board of Commissioners will explore efficiencies through regional cooperation, emphasizing consolidation and service sharing, accountability and transparency, and controlling costs.

Supporting Recreational Opportunities
Provide recreational opportunities throughout Ingham County to the extent possible, guided by the County Parks Master Plan, the Potter Park Zoo Master Plan, and available resources (internal and external) as they are available.

Specific enhancement: In light of the current budget situation, the County will strive to maintain the current assets and services provided at the major parks, while also transferring Baldwin Park to Onondaga Township and looking at possible efficiencies.

Providing Appropriate Sanctions for Adult Offenders
Encourage the use of appropriate sanctions for adults in order to foster appropriate behavior, reduce criminal recidivism, and effectively manage corrections resources, including the jail population by
supporting strategies recommended by the Jail Utilization Coordinating Committee and Community Corrections Advisory Board, including working with community partners, increasing the use of GPS/tethering equipment, maintaining and using a data tracking system that focuses on system volume and trends, supporting appropriate use of probation residential services, facilitating treatment of substance abuse disorders, and continuing the enhancement to Pre-Trial Services to facilitate the identification of appropriate populations for bond recommendations, risk/needs assessments, recommended conditions of release, supervision of felony defendants released on conditional bonds, and initiation of court action for violation of bond conditions.

Encourage the use of appropriate sanctions for adults in order to foster appropriate behavior and reduce criminal recidivism, and to reduce incidents of jail overcrowding, using strategies such as supporting implementation of recommendations of the Jail Overcrowding Subcommittee and Community Corrections Advisory Board as well as working with community partners such as Mid-South Substance Abuse Commission to facilitate treatment of substance abuse disorders, develop and use a data tracking system focusing on system volume and trends, supporting appropriate usage of existing probation residential services, to increase the usage of GPS/tethering equipment, and using improved information collection, automation, record keeping, and information exchange between departments. This information will be used to help improve jail utilization.

Specific enhancement: In light of the current budget situation, including the closing a jail post as part of the 2011 budget, support efforts to increase access to program alternatives available through Community Corrections, utilizing state funds. Consider county financial support to implement the recommendations of the Community Corrections Advisory Board and Jail Utilization Coordinating Committee, increased use of the existing range of appropriate community-based direct and contractual treatment and service programs, including electronic monitoring, residential beds, and other alternative sentencing options, as well as implementing system enhancements in jail-related programs, such as pre-trial services and jail population management.

Providing Appropriate Treatment and Sanctions for at Risk Juveniles
Continue to maximize use of Juvenile Justice Millage funds to implement the Chinn Study so as to provide the most appropriate community based programming for juvenile offenders. Continue to implement recommendations resulting from the system wide evaluation of programs and placements for delinquent juveniles done by the Center for Criminal Justice Research, and from the development of strategies by the Ingham County/City of Lansing Community Coalition for Youth, utilizing Child Care Funds and Juvenile Justice Millage funds to maintain the juvenile justice system in a manner that is most appropriate for Ingham County in order to foster appropriate behavior, apply appropriate sanctions, and reduce criminal recidivism.

Specific enhancement: Use Juvenile Justice Millage funds to continue implementation of the Action Plan created in the Chinn Study, including specifically: the operation of the Continuum of Care facility known as the Ingham County Family Center that houses the Ingham Academy with a comprehensive juvenile assessment component; day treatment/ evening reporting program; and center for respite/crisis intervention to support community based programming that will support the Court’s and County’s goals of treating adjudicated youth locally within Ingham County whenever appropriate, as advised by the Ingham County/City of Lansing Community Coalition for Youth and the Ingham County Family Center Board.

Promote Environmental Protection and Smart Growth
Discuss and implement strategies for fostering appropriate land use and protecting natural resources, such as implementation of a Purchase of Development Rights program, the County’s commitment to the Cool Counties
Climate Stabilization Goal, and other strategies being recommended by the Tri-County Growth Study Project. Develop and implement green building strategies for existing and new County facilities.

Specific enhancement: Promoting initiatives encouraging urban redevelopment and protecting agriculture in rural areas, and consider specific proposals which enhance this objective, such as supporting the activities of the Farmland and Open Space Preservation Board, Land Bank Authority, and supporting the resources to monitor the environment for threats and hazards to human health, and implementing recommendations of the Tri-County Growth Study. Promote green design standards, such as those of the U.S. Green Building Council to optimize and/or enhance indoor air quality, water and energy use efficiency, recycling, connectivity to walkable communities and public transit, eco-friendly landscaping and building materials, the use of natural lighting and heating, stormwater runoff features, environmental protection and other green building and green site practices.

BE IT FURTHER RESOLVED, that the County will continue to work in cooperation with the Cities of Lansing and East Lansing to implement the Action Plan developed by Plante & Moran to achieve the goal of a consolidated 911 Dispatch Center.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners supports the efforts to prevent environmental hazards to human health.

BE IT FURTHER RESOLVED, that efforts to expand and increase the use of technology county-wide will continue, including ongoing efforts to upgrade the County’s computer and telephone systems within reasonable efforts and budget constraints.

BE IT FURTHER RESOLVED, that the County will develop and implement long-term strategies to restructure retirement benefits that are financially sustainable and appropriate for all new employees.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners will explore efficiencies through regional cooperation, including exploration of regionalizing regarding the provision of employee and retiree health care benefits.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners will establish a retirement coalition to provide long-term strategies to restructure retirement benefits that are financially sustainable and appropriate for all new employees.

BE IT FURTHER RESOLVED, that Community Agency funding will continue, but at a reduced level within available funds, and possibly through a different funding mechanism.

BE IT FURTHER RESOLVED, that County staff will continue to explore options for reforms and consolidations leading to savings (short-term or long-term) and present these to Commissioners for consideration.

BE IT FURTHER RESOLVED, that the Board of Commissioners encourages all departments, offices, and courts to consider these priorities in the development of their budgets and activities for 2012.
INTRODUCED BY THE FINANCE COMMITTEE OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION ESTABLISHING PRIORITIES TO GUIDE THE DEVELOPMENT OF THE 2012 BUDGET AND ACTIVITIES OF COUNTY STAFF

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

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

* Enhancing access to county records
* Providing suitable roads and drains
* Providing recreational opportunities
* Fostering economic well being
* Promoting environmental protection and smart growth
* Preventing and controlling disease
* Promoting accessible health care
* Assisting in meeting basic needs
* Fostering appropriate youth development
* Supporting public safety
* Assuring judicial processing
* Providing appropriate sanctions for adult offenders
* Providing appropriate treatment and sanctions for at-risk juveniles; and

WHEREAS, these services are to be delivered in a manner which emphasizes:

* An educated and participating citizenry
* An ongoing capacity for intergovernmental collaboration
* A quality workforce
* Cost-effective delivery of county services
* Maximum use of technology; and

WHEREAS, the Board of Commissioners has identified significant revenue shortfalls including falling property tax assessments and state cuts to revenue sharing for 2012; and

WHEREAS, the Controller/Administrator is projecting at least a $5.3 million budget shortfall for 2012; and

WHEREAS, the Board of Commissioners has identified priorities to guide the development of the 2012 Budget and activities of county staff.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopts the following priority areas to be utilized by the Controller/Administrator’s Office and the county offices, departments, agencies, and courts in developing proposed activities and budgets for 2012:
1. Current year expenditures should be supported by current year revenues. The Controller/Administrator will develop a multi-year budget projection and a long-range plan to finance the County’s legacy costs. These projections will be used to guide the Board’s decision as to the appropriate use of the County’s reserves in the development of the 2012 Budget.

2. To the extent necessary and appropriate, mandated services currently provided by county government in support of all its long-term objectives should be continued in 2012, with ongoing evaluation to identify possible overlap and duplication of services and to identify more efficient uses of county funds.

3. The Board of Commissioners will be forced to reduce or eliminate service levels primarily in areas of discretionary services, while recognizing that all mandated services will also be considered for budget reductions to the extent possible and necessary in this unprecedented time.

4. Priority consideration should be given to all of the following long-term objectives:

Promoting Accessible Health Care
- Continue to maintain and expand access to health care for the uninsured and under-insured through the Ingham Health Plan, the Federally Qualified Health Clinics, and other county operated programs and clinics. Evaluate the effect of the 2010 Patient Protection and Affordable Care Act on the delivery of public health services in Ingham County.
- Maximize ability to draw down federal funds for health care.
- Evaluate the Health Department budget to determine the appropriate amount of support that is necessary from the County General Fund in order to continue operations at an acceptable level.

Supporting Public Safety
The County and the Building Authority will continue to work in cooperation with the Cities of Lansing and East Lansing to achieve the goal of a consolidated 911 Dispatch Center to be operational by mid – 2012.

Fostering Economic Well Being
Explore utilizing the County’s authority under Public Act 88 of 1913 to provide for the creation of a fund to be used for economic development in Ingham County.

An Ongoing Capacity for Intergovernmental Collaboration/Cost Effective Delivery of County Services
The Ingham County Board of Commissioners will explore efficiencies through regional cooperation, emphasizing consolidation and service sharing, accountability and transparency, and controlling costs.

Providing Appropriate Sanctions for Adult Offenders
Encourage the use of appropriate sanctions for adults in order to foster appropriate behavior, reduce criminal recidivism, and effectively manage corrections resources, including the jail population by supporting strategies recommended by the Jail Utilization Coordinating Committee and Community Corrections Advisory Board, including working with community partners, increasing the use of GPS/tethering equipment, maintaining and using a data tracking system that focuses on system volume and trends, supporting appropriate use of probation residential services, facilitating treatment of substance abuse disorders, and continuing the enhancement to Pre-Trial Services to facilitate the identification of appropriate populations for bond recommendations, risk/needs assessments, recommended conditions of release, supervision of felony defendants released on conditional bonds, and initiation of court action for violation of bond conditions.
Provide Appropriate Treatment and Sanctions for at Risk Juveniles
Continue to maximize use of Juvenile Justice Millage funds to implement the Chinn Study so as to provide the most appropriate community based programming for juvenile offenders.

Supporting Recreational Opportunities
Provide recreational opportunities throughout Ingham County to the extent possible, guided by the County Parks Master Plan and the Potter Park Master Plan.

BE IT FURTHER RESOLVED, that efforts to expand and increase the use of technology countywide will continue.

BE IT FURTHER RESOLVED, that the County will develop and implement long-term strategies to restructure retirement benefits that are financially sustainable and appropriate for all new employees.

BE IT FURTHER RESOLVED, that the Ingham Board of Commissioners will explore efficiencies regarding the provision of employee and retiree health care benefits.

BE IT FURTHER RESOLVED, that County staff will continue to explore options for reforms and consolidations leading to savings (short-term or long-term) and present these to Commissioners for consideration.

BE IT FURTHER RESOLVED, that the Board of Commissioners encourages all departments, offices, and courts to consider these priorities in the development of their budgets and activities for 2012.
DATE: April 8, 2011

TO: Law Enforcement Committee
    County Services Committee
    Finance Committee

FROM: John Neilsen, Deputy Controller

RE: Resolution to Approve Final Design Plans and Authorizing the Ingham County Building Authority to Proceed with Bid Documents for the Ingham County Consolidated 911 Dispatch Center Project

Much progress has been made since the Ingham County Board of Commissioners authorized the Building Authority to begin the design process for the Ingham County Consolidated 911 Dispatch Center project through Resolution #10-315.

The County’s cost for the project is established at $5.2 million.

The Financing plan utilizes 911 funds in the amount of $2.2 million and Recovery Zone Development Bond proceeds of $3 million.

The Building Authority, working with Tower Pinkster as the Architect/Engineering (A/E) firm and Clark Construction Company as the Construction Management firm on this project, have now finished the design process within the criteria of Resolution #10-315 and are now presenting the plans to the Law Enforcement Committee on April 14, 2011.

With the Board of Commissioners approval of the attached resolution, the Building Authority will proceed to bid documents for the construction of the facility.

Some bullet points on the history of this project are listed below:

- The site for the Ingham County Consolidated 911 Dispatch Center is on County owned land just west of the CMH property at 710 East Jolly Road. (Approved by County Board of Commissioners’ Resolution #09-180).
- The Legacy Cost Agreements have been approved and executed by Ingham County and the Cities of East Lansing and Lansing in 2010.
- An RFP Process was conducted and the Building Authority selected Tower Pinkster as the Architect/Engineering (A/E) firm and Clark Construction Company as the Construction Management firm on this project.
- A Project Labor Agreement for this construction project will be utilized for this project based on the Ingham County Project Labor Agreement Policy as outlined in Section 2(c).
- The Construction Manager will negotiate this PLA agreement.

Please contact me if you have any questions.
Introduced by the Law Enforcement, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE FINAL DESIGN PLANS AND AUTHORIZING THE INGHAM COUNTY BUILDING AUTHORITY TO PROCEED WITH BID DOCUMENTS FOR THE INGHAM COUNTY CONSOLIDATED 911 DISPATCH CENTER PROJECT

WHEREAS, the Ingham County Board of Commissioners previously authorized Resolution #10-315, which authorized the Ingham County Building Authority to proceed with the Ingham County Consolidated 911 Dispatch Center Project under several stipulations; and

WHEREAS, the projected cost of construction, plus fees, and furnishings for the project has been established at a cost not to exceed $5.2 million; and

WHEREAS, any and all costs incurred by the County and the Ingham County Building Authority with respect to this project will be reimbursed from bond proceeds and/or 911 Funds associated with this project; and

WHEREAS, the Ingham County Consolidated 911 Dispatch Center Project will utilize a Project Labor Agreement (PLA) in accordance with the Ingham County Project Labor Agreement Policy as outlined in section 2(c) of the policy; and

WHEREAS, final design plans are completed and are now being presented to the Board of Commissioners for its approval prior to the Building Authority proceeding to bid documents.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the final design plans as presented for the Ingham County Consolidated 911 Dispatch Center Project as recommended by the Ingham County Building Authority and authorizes the Building Authority to proceed to prepare and release final bid documents.
Ms. Debbie De Leon  
Chairperson  
Ingham County Board of Commissioners  
PO Box 319  
Mason, MI 48854  

RE:  P.A. 328 Personal Property Tax Abatement – Working Bugs LLC  

Dear Ms. De Leon:

The City of East Lansing has scheduled two public hearings for Tuesday, April 19, 2011 to consider Personal Property and Industrial Facilities tax exemptions for Working Bugs LLC and Spartan Technology LLC. These two entities are controlled by the same partners for purposes of redeveloping the City’s former Department of Public Works facility into a biochemical (green) manufacturing operation.

Per the requirements of Public Acts 198 of 1972 and 328 of 1998, as amended, each taxing jurisdiction affected must be notified. The official public notices are enclosed and provide additional details on time and location of the hearing.

The applications under consideration are for a 198 Industrial Facilities tax exemption of 12 years and a 328 Personal Property tax exemption for 20 years. The property does not currently generate any tax revenue as a publicly owned facility.

The East Lansing City Council welcomes your comments on the proposed tax exemptions. If you have any questions, please contact Tim Dempsey, Director of Planning and Community Development at 319-6864 or tdempsey@cityofeastlansing.com.

Sincerely,

Nicole Evans  
City Clerk
NOTICE OF PUBLIC HEARING
EAST LANSING CITY COUNCIL

Notice is hereby given that a public hearing shall be held by the Council of the City of East Lansing on Tuesday, April 19, 2011 at 7:30 p.m. in Council Chambers, 101 Linden Street, East Lansing, MI, 48823. The hearing will be held to consider Personal Property tax abatement for Working Bugs LLC, 2000 Merritt Road, East Lansing, MI 48823, pursuant to Public Act 328, 1998, as amended, of the Public Acts of the State of Michigan.

For additional information, contact the Department of Planning and Community Development at (517) 319-6930, East Lansing City Hall, 410 Abbot Road, East Lansing. All interested persons will be given an opportunity to be heard.

The City of East Lansing will provide reasonable accommodations, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at this meeting, upon notice to the City of East Lansing, prior to the meeting. Individuals with disabilities requiring reasonable accommodations or services should write or call the City Manager’s Office, 410 Abbot Road, East Lansing, MI 48823 (517) 319-6920, TDD 1-800-649-3777.

Nicole Evans
City Clerk

Dated: April 13, 2011
NOTICE OF PUBLIC HEARING
EAST LANSING CITY COUNCIL

Notice is hereby given that a public hearing shall be held by the Council of the City of East Lansing on Tuesday, April 19, 2011 at 7:30 p.m. in Council Chambers, 101 Linden Street, East Lansing, MI 48823. The hearing will be held to consider an Industrial Facilities Tax Exemption Certificate for Spartan Technology LLC, 2000 Merritt Road, East Lansing, MI 48823, pursuant to Public Act 198, 1998, as amended, of the Public Acts of the State of Michigan.

For additional information, contact the Department of Planning and Community Development at (517) 319-6930, East Lansing City Hall, 410 Abbot Road, East Lansing. All interested persons will be given an opportunity to be heard.

The City of East Lansing will provide reasonable accommodations, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at this meeting, upon notice to the City of East Lansing, prior to the meeting. Individuals with disabilities requiring reasonable accommodations or services should write or call the City Manager’s Office, 410 Abbot Road, East Lansing, MI 48823 (517) 319-6920, TDD 1-800-649-3777.

Nicole Evans
City Clerk

Dated: April 13, 2011