

CHAIRPERSON  
MARK GREBNER

VICE-CHAIRPERSON  
DEB NOLAN

VICE-CHAIRPERSON PRO-TEM  
DON VICKERS

FINANCE COMMITTEE  
ANDY SCHOR, CHAIR  
PENELOPE TSERNOGLOU  
DEB NOLAN  
REBECCA BAHAR-COOK  
BRIAN McGRAIN  
STEVE DOUGAN

## **INGHAM COUNTY BOARD OF COMMISSIONERS**

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

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, JUNE 22, 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 [June 8, 2011](#) Minutes

Additions to the Agenda

Limited Public Comment

1. [Treasurer's Office](#) - Resolution to Utilize the County's Option to Acquire Tax Foreclosed Property
2. [Community Corrections Advisory Board](#) - Resolution Authorizing Submission of a Grant Application and Entering into a Contract with the Michigan Department of Corrections for Ingham County/City of Lansing Community Corrections and Authorizing Entering into Subcontracts for [Community Corrections](#) Programs for FY 2011-2012
3. [Circuit Court](#) - Resolution to Accept a State Court Administrative Office [Video](#) Equipment Grant for the Circuit Court
4. [Circuit Court Family Division](#)
  - a. Resolution to Amend the Family Division of the Circuit Court's Ingham Academy Program Contracts and to Purchase Additional [Technological](#) Resources at the Ingham Academy
  - b. Resolution to Authorize the Purchase of [Furniture and a MiniVan](#) for the Ingham Academy
5. [Judiciary Committee](#) - Resolution to Adopt the 2012 Juvenile Justice Community Agency Process [Calendar](#)
6. [Health Department](#)
  - a. Resolution to Authorize an Agreement for Childbirth Education and Training with the [Expectant Parents](#) Organization
  - b. Resolution to Authorize an Amendment to the Lease Agreement with [Sparrow](#) Health System

7. Fair Board - Resolution to Rebuild the Two South End [Horse Show Arenas](#) at the Ingham County Fairgrounds
8. Parks Department
  - a. Resolution Authorizing a Contract with [Sc Environmental Services](#) for the Demolition of the Rocky Mountain Big Horn Sheep Exhibit
  - b. Resolution Authorizing an Agreement Between the City of Lansing and the County of Ingham for Maintenance of Certain [City Parks](#)
9. Financial Services Department - Resolution to Authorize [Rehmann Robson](#) to Conduct an Audit of Ingham County for 2011, 2012 and 2013
10. Controller/Administrator's Office - Resolution Authorizing the 2012 [Community Agency Funding Process](#) and Approving Criteria for Ranking Applications for Community Agency Funding

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  
June 8, 2011  
Minutes

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

Members Absent: None

Others Present: Teri Morton, Mary Lannoye, Jim Hudgins, Deb Brinson, Dean Sienko, Kathleen Fitton and others

The meeting was called to order by Chairperson Schor at 5:35 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the May 18, 2011 Minutes

The May 18, 2011 Minutes were approved as submitted.

Additions to the Agenda

9. Late – Discussion Item: Notification of Step 3 Hire

Limited Public Comment

Ms. Kathleen Fitton, Michigan Nurses Association introduced herself to the Committee.

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

1. Sheriff's Office
  - a. Resolution to Approve an Extended Police Services Agreement with the Village of Webberville Covering the Period of July 1, 2011 Through June 30, 2012
  - b. Resolution Authorizing the Establishment of a Fee to Issue a Certificate of Registration for a Precious Metal and Gem Dealer License
2. Drain Commissioner - Resolution Pledging Full Faith and Credit for the Prompt Repayment of Principal and Interest on the Kalamink Consolidated Drain Drainage District Bonds, Series 2011
3. Register of Deeds
  - a. Resolution to Contract with Legal Aid of Central Michigan to Take Client Referrals from the Ingham County Register of Deeds and the Ingham County Treasurer
4. Treasurer - Resolution to Authorize Service Contracts for the Purpose of Conducting Title Searches

5. Fair Board - Resolution Amending Resolution #11-067 to Increase a Part-Time Temporary Position at the Ingham County Fairgrounds to Full-Time Temporary
6. Health Department
  - a. Resolution to Create a Combined Well and Septic Inspection Fee
  - b. Resolution to Authorize Amendment #2 to the 2010-2011 Comprehensive Planning, Budgeting and Contracting Agreement with the Michigan Department of Community Health
  - c. Resolution to Authorize an Amendment to and the Consolidation of the Behavioral Health Services Agreements between the Ingham County Health Department and the Community Mental Health Authority of Clinton, Eaton and Ingham Counties
7. Controller/Administrator's Office - Resolution to Reorganize Selected Central Services Positions and Waive the Hiring Freeze

Mr. Lindemann, Drain Commissioner provided the Committee a handout with his response to the question of finance to SEV ratio.

Ms. Lannoye, Controller provided the Committee with a copy of the "Precious Metal and Gem Dealer Act, Act 95 of 1981".

MOTION CARRIED UNANIMOUSLY.

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

MOTION CARRIED UNANIMOUSLY.

3. Register of Deeds
  - b. Resolution to Authorize the Purchase of a New Record Management Software System for the Register of Deeds Office

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE RESOLUTION TO AUTHORIZE THE PURCHASE OF A NEW RECORD MANAGEMENT SOFTWARE SYSTEM FOR THE REGISTER OF DEEDS OFFICE.

Mr. Hertel expressed his dissatisfaction with the current system and service contract. He explained the reasons for changing were the quality of records, security of records online, and the data will be more accurate. He also noted that each employee in the Register of Deeds will be cross trained with the ability to do all the jobs required in the Department.

The quality of the new system will provided consistency and make searches easier, the records on line will be secure, and other counties that have used this system have seen an increase in revenue from copy fees. He expects Ingham County to see a revenue increase as well positioning the County in competition globally with title mills. Mr. Hertel stated after purchasing the system he expects a net gain in revenue attributed to the increased copy fees within the 5-year period.

Comm. Nolan asked what other counties are using this system. Mr. Hertel answered Livingston County. Mr. Hudgins stated that Fidlar Technologies has 15 clients in state of Michigan and more nationally.

Mr. Hertel explained that Fidlar Technologies only sells Register of Deeds software for that reason if they do not do well they would not exist. He further explained the life-cycle contract that provides the County with any new product developed for the life of the contract.

Comm. McGrain asked why the proposal costs were so different. Mr. Hertel stated the proposals provided different degrees of equipment, software, support and maintenance.

Comm. Dougan asked for further clarification of the automation fund balance. Mr. Hertel explained there is money; however, the County is spending money. Ms. Morton further explained the overall revenues. Mr. Hertel stated at this time there is no risk of running out of automation funds.

MOTION CARRIED UNANIMOUSLY.

8. Board Referral - Resolution from Gratiot County Board of Commissioners in Support of House Bill 4148, 4149 & 4150

The Board Referral was received and placed on file.

9. Late – Discussion Item: Notification of Step 3 Hire

Comm. Schor asked if the Committee would like a summary of this item which has been discussed at both the Human Services and County Services meetings. Comm. Nolan asked for a brief summary.

Comm. Grebner explained that there is an open part-time nursing position that could be filled by approving hiring an applicant at Step 3. The MNA contract requires approval by the County for hiring above a Step 1. The “County” would typically refer to the Human Resources Director; however, because of the vacancy and the Controller knowing the applicant it has been brought to the Board Chairperson to approve placing the candidate at a Step 3. Comm. Grebner asked if there were any objections. There were no objections.

Comm. Schor asked Ms. Fitton who is a representative of the Michigan Nursing Association if there was any objection from the MNA. Ms. Fitton stated to her knowledge, no, because the applicant meets their requirements. She explained that it is difficult to find qualified doctors and nurses.

Comm. Grebner stated that he would approve the hiring of the applicant at Step 3 because there was no objection.

Announcements

Comm. Bahar-Cook wished Comm. Copedge a Happy Birthday.

Comm. Dougan stated that he has had discussion with the Jackson National staff and they are interested in providing the County their deferred compensation plan services. He provided them with information and an older RFP so that they could conduct an informational meeting in the near future.

Public Comment

None.

The meeting adjourned at approximately 6:00 p.m.

Respectfully submitted,

Julie Buckmaster

## **JUNE 22, 2011 FINANCE AGENDA STAFF REVIEW SUMMARY**

### **RESOLUTION ACTION ITEMS:**

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

1. Treasurer's Office - *Resolution to Utilize the County's option to Acquire Tax Foreclosed Property*

The resolution authorizes the Treasurer to acquire a number of tax foreclosed properties. The cost of the acquisitions will be covered by the Land Bank Authority utilizing a variety of funding sources, including Neighborhood Stabilization Grant funds authorized by the American Recovery and Reinvestment Act of 2009.

2. Community Correction Advisory Board (CCAB) - *Resolution Authorizing Submission of a Grant Application and Entering into a Contract with the Michigan Department of Corrections for Ingham County/City of Lansing Community Corrections and Authorizing Entering into Subcontracts for Community Corrections Programs for FY 2011-2012*

This resolution will authorize the acceptance of state grant funds from the M.D.O.C. for the Ingham County/City of Lansing Community Corrections 2011-2012 FY. The resolution also authorizes awarding the subcontracts to various vendors to perform these services subject to the availability of grant funds. For the most part this is continuation of the current FY allocations and subcontracts.

3. Circuit Court - *Resolution to Accept a State Court Administrative Office Video Equipment Grant for the Circuit Court*

This resolution authorizes entering into a contract with the State Court Administrative Office, for acceptance of a Video Equipment Grant. This is a part of the long-term plan of the Court to have all Courtrooms have this capability to reduce the travel costs of bringing defendants to the Court and to improve security by having certain court proceedings being done from remote locations. Four of the Circuit Court courtrooms in the Veterans Memorial Courthouse have had this equipment installed previously (or it is scheduled to be installed) through the existing Circuit Court CIP budgets or other SCAO grants for this purpose. (See attached memo from Court Administrator David Easterday.)

4(a). Family Division of the Circuit Court - *Resolution To Amend The Family Division Of The Circuit Courts Ingham Academy Program Contracts And To Purchase Additional Technological Resources At The Ingham Academy*

This resolution authorizes several things in recognition of the proposed merger of the Court's two day treatment programs, the Ingham Academy and the Peckham Crossroads Program. Therefore, these two resolutions should be viewed as companion resolutions; if one is passed they both should be passed in order to give the Court the resources they need to run the two combined programs. The Court has proposed the merger of these programs as part of their 2012 Budget. The savings to the County general fund will be approximately \$150,000 in the first year of the merger.

This resolution will affect several Court contracts to include:

- 1) The current Family Division's Peckham Crossroads Program is terminated effective August 31, 2011, with a revised Peckham Program to be in effect that has a vocational component only from the time period of September 1, 2011 through September 30, 2012, not to exceed \$332,337.
- 2) The current Family Division's Ingham Academy Contract with Highfields will be amended effective August 31, 2011, to account for the additional Ingham Academy students but within the current contract budget of \$639,050.
- 3) The current Family Division's Ingham Academy Contract with Ingham Intermediate School District will be amended effective August 31, 2011, to account for the additional Ingham Academy students but within the current contract budget of \$579,827.

The purchases will be from surplus Juvenile Justice Millage funds from within the Child Care Fund of the new technological items through the Ingham Intermediate School District's purchasing contract not to exceed \$42,000. (See attached memo of explanation.)

4(b). Family Division of the Circuit Court - *Resolution to Authorize the Purchase of Furniture and a MiniVan for the Ingham Academy*

This resolution should be viewed as a companion resolution to the other Court resolution on this round and authorizes the purchase of 20 desks, 5 lunch tables and lockers at a cost not to exceed \$10,000, as well as the purchase of a minivan at a cost not to exceed \$27,000, for a total cost not to exceed of \$37,000, from the Juvenile Justice Millage.

The current Juvenile Justice Millage fund balance is \$5,117,398.

5. Judiciary Committee - *Resolution to Adopt the 2012 Juvenile Justice Community Agency Process Calendar*

This resolution would authorize the adoption of the 2012 Juvenile Justice Community Agency Process Calendar to establish time lines and a budget amount for the process. This will be the sixth Juvenile Justice Community Agency process. The Judiciary Committee has recommended \$100,000 (on an annual basis) out of JJM funds for this program.

Staff recommends consideration of the flat/declining revenues for the JJM Millage before passing this resolution and /or the amount approved. (See attached memo.)

6(a). Health Department - *Resolution to Authorize an Agreement for Childbirth Education and Training with the Expectant Parents Organization*

This resolution authorizes a contract with the Expectant Parents Organization (EPO) to provide education and training on childbirth, pregnancy, and the care of newborns to pregnant women served by the Health Department. Specifically, this agreement will require that the EPO conduct Child Birth Education Sessions in a waiting room of the Department's Cedar Community Health Center Women's Health Services operations. The amount of the contract is the same as the previous year, not to exceed \$11,536. The term of the agreement will begin August 1, 2011 and will continue from year to year unless terminated as set forth in the agreement.



6(b). Health Department - *Resolution to Authorize an Amendment to the Lease Agreement with Sparrow Health System*

This resolution amends the lease with Sparrow Health System for the Well Child Health Center at 901 E. Mt. Hope Avenue in Lansing, Michigan and renews that lease for three additional years commencing June 13, 2011 and terminating June 12, 2014. Sparrow Health System agreed to reduce the lease rate to \$16.50 per rentable square foot per year. The lease rate was \$17.17 per rentable square foot per year and increased by 2% each year. The new rate will remain at \$16.50 per square foot for the term of the lease.

7. Fair Board - *Resolution to Rebuild the Two South End Horse Show Arenas at the Ingham County Fairgrounds*

The existing surfaces at the South End Horse Show Arenas, commonly known as the 4-H show arenas, need to be replaced before the Fair. As of this date, the Fair Board has not obtained adequate price quotes. The resolution would authorize a total project cost not to exceed \$20,000. The resolution also authorizes the Controller to approve the actual contract award once a proper bid process has been conducted.

8(a). Parks Department - *Resolution Authorizing a Contract with Sc Environmental Services for the Demolition of the Rocky Mountain Big Horn Sheep Exhibit*

A 2010 structural analysis determined that the exhibit was no longer safe to be used and extensive repairs would be needed to make it safe. The exhibit does not fit into the Zoo's Master Plan so the recommendation of the Zoo staff is to demolish the sheep exhibit. The evaluation committee recommends awarding a contract to Sc Environmental Services in an amount not to exceed \$40,000. Sc Environmental submitted the lowest bid and is a local vendor. Funds are available in the Potter Park Zoo Capital Improvement Line (\$23,550) and the Zoo's 2011 Contingency Fund (\$16,450).

8(b). Parks Department - *Resolution Authorizing an Agreement Between the City of Lansing and the County of Ingham for Maintenance of Certain City Parks*

The City approached the Parks Department earlier this year about the possibility of providing maintenance services at City parks. The Parks Department submitted a proposal to the City which has been agreed and approved as a part of the budget process. The County Parks would provide routine maintenance services for 25 city parks that are five acres or less as well as all parks along the River Trail. A list of parks is included in the attached draft agreement. Maintenance services would include mowing, trimming, litter and trash removal, removal of branches and leaves on trails, snow removal, and graffiti removal. The contract would begin on July 1, 2011 and expire June 30, 2012, and will be subject to annual renewals. The County would be compensated \$236,000 in the first year, which includes full reimbursement for all direct and administrative costs.

9. Financial Services Department - *Resolution to Authorize Rehmann Robson to Conduct an Audit of Ingham County for 2011, 2012, and 2013*

The resolution would extend the contract with our existing audit firm for another three years at the same cost as 2010 (\$71,375). Please refer to Jill Rhode's memorandum for additional information.

10. *Controller/Administrator's Office - Resolution Authorizing the 2012 Community Agency Funding Process and Approving Criteria for Ranking Applications for Community Agency Funding*

This resolution authorizes the 2012 Community Agency funding process, and establishes the criteria by which each agency's application will be evaluated. If the resolution is approved as presented, the Controller/Administrator's Office will accept applications for Community Agency funding in July. Applications will then be evaluated by the Controller/Administrator's Office based on the extent to which the proposal directly contributes to addressing the County's long-term priority of "Meeting Basic Needs", such as food, clothing, and shelter, or help to provide assistance in obtaining such things as household utilities that are needed by families and individuals. The recommendations made by the Controller/Administrator's Office on funding levels for each applicant agency will then be presented to the Board of Commissioners for consideration and approval in November.

June 8, 2011

TO: Finance and County Services Liaison Committees

FROM: Eric Schertzing

RE: Resolution to Utilize the County's Option to Acquire Tax Foreclosed Property

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Attached for your consideration is a proposed resolution to request the County Treasurer, acting as the Foreclosing Governmental Unit under PA123 of 1999, to accept the minimum bid in the name of Ingham County for certain specifically identified properties to be transferred to the Ingham County Land Bank Fast Track Authority (the "Authority").

Under Public Act 123 of 1999, MCL 211.78m (1), "Not later than the first Tuesday in July, immediately succeeding the entry of judgment under section 78k vesting absolute title to tax delinquent property in the foreclosing governmental unit... the county in which that property is located may purchase that property under this section by payment to the foreclosing governmental unit of the minimum bid." The cost of acquisition will be covered by the Authority utilizing a variety of funding sources, including Neighborhood Stabilization Grant funds authorized by the American Recovery and Reinvestment Act of 2009.

On June 13, 2011, the Authority is expected to pass a resolution requesting the County to acquire certain properties that meet the criteria outlined in the Authority's Priorities, Policies and Procedures.

Thank you for your consideration of this resolution. Please contact me if you have any questions.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO UTILIZE THE COUNTY'S OPTION TO ACQUIRE  
TAX FORECLOSED PROPERTY**

WHEREAS, the Ingham County Treasurer is acting as the foreclosing governmental unit under P.A. 123 of 1999; and

WHEREAS, the General Property Tax Act (PA123 of 1999), allows a county, under MCL 211.78m(1), to purchase tax foreclosed property for the minimum bid which is defined in statute; and

WHEREAS, the County Board of Commissioners wish to utilize their local option to acquire tax foreclosed property not otherwise optioned by the State of Michigan or other local units of government; and

WHEREAS, the Ingham County Land Bank Fast Track Authority (the "Authority") on June 13, 2011 passed a resolution requesting the County to acquire certain properties that meet the criteria outlined in the Authority's Priorities, Policies and Procedures.

THEREFORE BE IT RESOLVED, that the Board of Commissioners requests the County Treasurer, acting as the Foreclosing Governmental Unit, to accept the minimum bid in the name of Ingham County for the properties identified in the attached list, subject to local and state option and other deletions as required by statute and Land Bank Priorities, Policies and Procedures.

BE IT FURTHER RESOLVED, that acquisition costs shall be covered by the Ingham County Land Bank Authority.

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are authorized to sign any necessary documents as approved to form by the County Attorney to convey said properties to the Authority.

2011 Tax Foreclosure Purchase List

<b>Parcel Number</b>	<b>Address</b>	<b>Cost</b>
33-01-01-03-302-141	927 Bates St	7,231.68
33-01-01-03-353-181	716 Vance St	11,455.70
33-01-01-03-377-041	Rheamount Ave	1,084.52
33-01-01-03-378-002	1335 Lake Lansing Rd	27,083.05
33-01-01-03-378-032	2330 Commonwealth Ave	10,716.53
33-01-01-03-378-092	Lake Lansing Rd	3,645.01
33-01-01-03-378-122	1329 Lake Lansing Rd	6,855.86
33-01-01-04-102-151	404 Hylewood Ave	9,454.69
33-01-01-04-109-121	3209 Felt St	6,857.53
33-01-01-04-126-450	W Sheridan Rd	795.99
33-01-01-04-152-011	3126 Felt St	14,053.96
33-01-01-04-154-121	423 W Paulson St	10,749.68
33-01-01-04-327-491	415 Filley St	12,428.62
33-01-01-04-328-131	236 W Gier	10,975.31
33-01-01-04-328-351	333 W Randolph St	8,766.23
33-01-01-04-328-361	W Randolph St	944.27
33-01-01-04-406-011	Gary Ave	4,339.97
33-01-01-04-457-141	314 Mosely Ave	9,916.77
33-01-01-04-457-151	Mosely Ave	921.63
33-01-01-05-252-081	1402 Marquette St	15,999.04
33-01-01-05-276-091	Terminal Rd	2,427.24
33-01-01-05-351-071	2110 Melvin Ct	5,415.27
33-01-01-06-477-141	2209 Westbury Rd	6,329.43
33-01-01-08-176-391	1417 N Jenison Ave	8,682.47
33-01-01-08-203-061	Redwood St	2,079.59
33-01-01-08-204-001	1311 Greenwood Ave	8,213.74
33-01-01-08-228-101	1530 Lansing Ave	18,017.06
33-01-01-08-228-211	1420 Lansing Ave	6,099.37
33-01-01-08-228-451	1505 Roosevelt Ave	5,187.59
33-01-01-08-228-591	1561 Roosevelt	11,632.51
33-01-01-08-229-261	1523 Knollwood Ave	6,641.16
33-01-01-08-229-281	1533 Knollwood Ave	14,385.44
33-01-01-08-230-061	1526 Knollwood Ave	5,042.60
33-01-01-08-230-112	1508 Knollwood Ave	10,095.11
33-01-01-08-232-091	1016 Queen St	13,622.48
33-01-01-08-278-231	1431 Knollwood Ave	18,740.49
33-01-01-08-352-051	906 Stanley St	12,474.43
33-01-01-08-405-151	1207 Theodore St	9,963.85
33-01-01-08-406-011	1134 Glenn St	23,180.07
33-01-01-08-408-021	N Jenison Ave	3,947.33
33-01-01-08-409-341	W Maple St	967.44
33-01-01-08-409-351	1139 W Maple	8,506.94
33-01-01-08-476-001	926 N M L King Jr Blvd	11,033.89
33-01-01-08-482-081	728 Princeton Ave	24,345.73
33-01-01-08-482-261	909 W Oakland Ave	10,967.05
33-01-01-08-483-201	749 Wisconsin Ave	13,351.12
33-01-01-08-486-011	826 W Saginaw St	9,447.93

33-01-01-09-181-031	1326 N Chestnut St	6,493.17
33-01-01-09-226-091	1917 Polly Ave	7,397.83
33-01-01-09-277-121	431 Pearl St	7,507.23
33-01-01-09-277-131	435 Pearl St	22,236.60
33-01-01-09-303-221	419 W Willow St	20,539.64
33-01-01-09-306-101	612 Brook St	7,204.66
33-01-01-09-307-031	1022 N Pine St	11,226.39
33-01-01-09-326-091	316 W Grand River Ave	15,708.30
33-01-01-09-353-231	Lawler Ct	3,479.50
33-01-01-09-356-181	611 Bluff St	5,688.05
33-01-01-09-361-211	409 W Oakland	17,085.07
33-01-01-09-364-021	722 N Chestnut St	17,306.68
33-01-01-09-364-141	705 N Walnut St	12,645.47
33-01-01-09-383-161	217 W Madison St	12,921.75
33-01-01-09-383-171	219 W Madison St	12,508.53
33-01-01-09-476-031	810 Center St	7,467.83
33-01-01-09-477-091	806 N Cedar St	15,693.57
33-01-01-10-129-101	1806 Vermont Ave	4,829.61
33-01-01-10-132-241	1635 Vermont Ave	7,612.17
33-01-01-10-152-302	1561 Ballard St	5,898.75
33-01-01-10-153-061	1546 Ballard St	3,694.29
33-01-01-10-154-041	1542 N High St	6,736.17
33-01-01-10-154-151	1420 N High St	5,585.07
33-01-01-10-157-092	1222 Ballard St	9,413.82
33-01-01-10-176-141	1441 New York Ave	13,605.83
33-01-01-10-176-401	1027 E Grand River Ave	7,924.64
33-01-01-10-181-081	1412 Massachusetts Ave	5,588.84
33-01-01-10-181-181	1224 Massachusetts Ave	15,523.00
33-01-01-10-183-111	107 Fernhill Ct	6,532.34
33-01-01-10-205-041	Illinois Ave	1,362.93
33-01-01-10-205-181	1617 Ohio Ave	3,316.46
33-01-01-10-205-221	1631 Ohio Ave	9,778.41
33-01-01-10-252-091	1504 Ohio Ave	3,759.80
33-01-01-10-306-201	1005 N Pennsylvania Ave	12,231.38
33-01-01-10-326-491	1113 Person Ct	7,418.91
33-01-01-10-327-021	1142 Camp St	19,960.64
33-01-01-10-328-011	1142 Farrand	7,952.20
33-01-01-10-328-131	1211 Porter St	10,801.12
33-01-01-10-330-171	1115 E Oakland Ave	4,539.57
33-01-01-10-330-261	929 Farrand St	14,070.06
33-01-01-10-354-241	721 N Pennsylvania Ave	16,664.89
33-01-01-10-379-101	1101 E Saginaw St	6,203.60
33-01-01-10-401-171	1231 Clark St	6,647.59
33-01-01-10-401-211	1243 Clark St	8,988.63
33-01-01-10-482-041	714 Mahlon St	8,472.25
33-01-01-14-105-051	622 N Hayford Ave	14,967.92
33-01-01-14-304-031	129 S Magnolia Ave	5,282.76
33-01-01-14-304-131	221 S Magnolia	7,645.21
33-01-01-14-327-052	127 S Francis Ave	5,019.66
33-01-01-14-352-061	419 S Clemens Ave	4,564.12

33-01-01-14-352-221	400 S Fairview Ave	6,477.58
33-01-01-14-353-161	422 S Magnolia Ave	5,996.41
33-01-01-14-358-321	648 S Magnolia Ave	5,198.66
33-01-01-14-359-513	504 S Hayford Ave	11,031.30
33-01-01-14-378-082	S Francis	1,699.73
33-01-01-14-379-071	525 S Francis Ave	6,712.91
33-01-01-14-380-251	600 S Francis Ave	7,399.68
33-01-01-15-104-041	Dorrance Place	1,550.29
33-01-01-15-104-221	405 N Pennsylvania Ave	16,172.02
33-01-01-15-104-391	510 Leshner Place	11,116.50
33-01-01-15-302-131	Hill St	1,241.37
33-01-01-15-302-221	214 S Hosmer St	9,171.78
33-01-01-15-303-131	112 S Eighth St	8,357.32
33-01-01-15-353-041	812 Heald Place	20,595.66
33-01-01-15-355-064	Euclid Place	1,750.40
33-01-01-15-356-011	607 S Hosmer	7,499.38
33-01-01-15-358-031	805 E St Joseph St	16,504.47
33-01-01-15-358-341	806 Larned St	5,452.37
33-01-01-15-432-231	1715 E Kalamazoo	11,032.91
33-01-01-15-451-191	610 Clifford St	11,914.60
33-01-01-15-451-251	1417 Elizabeth St	4,411.49
33-01-01-15-454-101	622 Lathrop St	4,693.86
33-01-01-15-482-121	534 Shepard St	2,837.38
33-01-01-15-483-071	623 Lathrop St	4,662.36
33-01-01-16-101-021	623 N Sycamore St	16,356.52
33-01-01-16-105-111	708 W Genesee St	6,491.79
33-01-01-16-106-232	609 W Lapeer St	5,615.71
33-01-01-16-108-171	521 N Walnut St	12,925.87
33-01-01-16-108-181	523 N Walnut St	14,854.87
33-01-01-16-108-241	417 W Lapeer St	20,397.68
33-01-01-16-358-141	5 Savoy Ct	6,851.91
33-01-01-16-428-081	600 E Michigan Ave	50,226.31
33-01-01-16-479-150	S East St	2,278.09
33-01-01-17-228-171	916 W Genesee St	4,854.05
33-01-01-17-231-041	420 N M L King Jr Blvd	17,219.21
33-01-01-17-231-251	419 N Butler Blvd	23,526.14
33-01-01-17-257-071	1310 W Ottawa	16,162.84
33-01-01-17-330-181	200 Huron St	15,564.73
33-01-01-17-401-111	1232 W Allegan St	21,244.34
33-01-01-17-401-121	1230 W Allegan St	4,432.75
33-01-01-17-401-461	1217 W Michigan Ave	7,669.50
33-01-01-17-405-301	S M L King Jr Blvd	4,026.18
33-01-01-17-451-111	1234 W Lenawee St	17,003.66
33-01-01-17-451-131	1226 W Lenawee St	11,842.97
33-01-01-17-453-562	1209 W Lenawee St	6,261.79
33-01-01-20-105-012	2221 William St	20,452.89
33-01-01-20-107-311	2015 William St	18,726.55
33-01-01-20-108-002	Olds Ave	943.32
33-01-01-20-130-091	818 Riverview Ave	4,869.29
33-01-01-20-133-061	Olds Ave	1,438.25

33-01-01-20-136-021	Olds Ave	1,887.86
33-01-01-20-477-021	1012 W Barnes Ave	9,949.44
33-01-01-21-253-075	1016 Clear St	14,235.74
33-01-01-21-258-020	1117 S Grand Ave	21,902.83
33-01-01-21-377-111	1616 Coleman Ave	11,048.27
33-01-01-21-379-181	321 W Barnes Ave	14,679.98
33-01-01-21-429-015	1517 Herbert St	9,723.30
33-01-01-21-430-155	1536 Linval St	13,353.16
33-01-01-21-453-025	120 E Barnes Ave	12,007.71
33-01-01-21-456-021	1710 Maplewood Ave	9,902.81
33-01-01-21-457-019	217 E Mt Hope Ave	11,744.93
33-01-01-21-462-043	1729 Herbert St	7,532.66
33-01-01-21-463-064	1813 Herbert St	1,057.99
33-01-01-21-476-080	1620 S Cedar St	8,353.48
33-01-01-21-477-090	541 Isbell St	13,989.67
33-01-01-21-478-080	1604 Bailey St	24,887.61
33-01-01-21-480-055	535 Norman	7,090.67
33-01-01-21-483-130	548 Norman St	6,497.23
33-01-01-22-107-022	921 Raider St	5,161.01
33-01-01-22-107-191	1014 S Pennsylvania Ave	15,087.88
33-01-01-22-207-151	1032 McCullough St	20,529.60
33-01-01-22-231-131	Regent St	5,782.07
33-01-01-22-251-231	1112 Bensch St	13,448.25
33-01-01-22-253-131	1140 McCullough St	3,921.17
33-01-01-22-277-071	1135 Shepard	8,158.00
33-01-01-22-279-062	Regent St	641.49
33-01-01-22-279-081	Regent St	762.81
33-01-01-22-281-061	1225 Allen St	5,119.48
33-01-01-22-301-041	715 Beulah St	3,051.69
33-01-01-22-301-151	823 Beulah St	15,721.00
33-01-01-22-353-171	1725 Donora St	7,793.47
33-01-01-22-354-051	1715 Bailey	14,035.05
33-01-01-23-105-052	725 S Hayford Ave	6,793.51
33-01-01-23-105-061	729 S Hayford Ave	4,614.60
33-01-01-27-137-141	2112 Clifton Ave	8,640.97
33-01-01-27-153-001	904 Pacific Ave	3,737.95
33-01-01-27-155-158	842 Edison Ave	11,057.25
33-01-01-27-155-211	816 Edison Ave	4,484.00
33-01-01-28-101-131	713 W Mt Hope Ave	8,893.62
33-01-01-28-109-031	2211 Beal	9,871.82
33-01-01-28-254-001	110 Lincoln Ave	11,340.66
33-01-01-28-280-171	530 Pacific Ave	6,370.58
33-01-01-28-334-031	218 Astor Ave	11,098.33
33-01-01-28-335-131	320 W Hodge Ave	3,939.28
33-01-01-28-377-211	109 W Hodge Ave	11,799.23
33-01-01-28-405-061	205 Paris Ave	3,505.42
33-01-01-28-405-441	210 Denver Ave	7,405.29
33-01-01-28-431-032	533 Denver Ave	15,211.11
33-01-01-28-435-211	Paris Ave	1,174.55
33-01-01-29-201-251	1409 W Mt Hope Ave	13,384.76



33-01-01-29-232-141	2212 Stirling Ave	12,559.16
33-01-01-29-232-181	1005 Poxson Ave	12,902.71
33-01-01-29-426-071	1008 Dunlap St	2,810.12
33-01-01-30-401-101	3000 Fauna Ave	12,637.24
33-01-01-32-151-171	1930 Hillcrest St	9,895.51
33-01-01-32-201-223	3512 S M L King Jr Blvd	234,354.27
33-01-01-32-303-051	Reo Rd	1,610.89
33-01-01-32-353-041	Hughes Rd	2,013.07
33-01-01-32-376-211	4915 Christiansen Rd	3,387.45
33-01-01-32-402-101	1206 Reo Rd	8,008.67
33-01-01-32-477-091	1012 Belaire Ave	8,750.24
33-01-01-33-103-201	3504 Harold	12,700.19
33-01-01-33-151-181	3712 Lowcraft Ave	5,364.68
33-01-01-33-202-021	207 Rita Ave	7,034.37
33-01-01-33-404-051	111 E Potter Ave	8,816.23
33-01-01-33-428-121	543 Samantha St	3,530.35
33-01-01-34-227-241	3516 Aurelius Rd	8,594.64
33-01-05-05-151-045	No Street Frontage	1,706.66
33-01-05-05-151-068	No Street Frontage	1,167.22
33-01-05-05-151-094	Moffitt St	3,002.19
33-01-05-05-151-128	Pleasant Grove Rd	10,868.01
33-01-05-05-151-140	Hughes Rd	5,678.38
33-01-05-05-151-149	Hughes Rd	5,592.72
33-01-05-05-377-171	6042 Valencia Blvd	6,833.19
33-01-05-05-427-131	900 Brad St	8,851.31
33-01-05-05-431-131	936 W Miller Rd	6,299.06
33-01-05-06-379-022	W Miller Rd	1,459.01
33-01-05-06-379-050	No Street Frontage	969.64
33-01-05-06-379-059	W Miller Rd	994.57
33-01-05-08-204-121	6240 Shreve St	7,326.37
33-01-05-08-208-014	Daft St	3,221.13
33-01-05-08-208-017	No Street Frontage	656.77
33-01-05-08-226-031	Southfield Ave	747.13
33-01-05-09-326-285	Sawyer Rd	1,963.66
33-02-02-06-177-010	6286 Towar	4,073.83
33-02-02-21-104-001	Small Acres	4,883.76
33-02-02-25-229-006	Grand River Ave	13,106.89
33-02-02-33-251-033	Okemos	3,450.95
33-03-03-01-200-002	2264 Milton Rd	6,114.25
33-04-04-13-300-012	5123 Bell Oak Rd	4,529.81
33-06-06-31-101-003	960 N College Rd	3,799.90
33-08-08-06-176-003	2480 E Grand River Ave	4,068.50
33-09-09-26-351-005	1963 S Aurelius Rd	6,100.12
33-09-09-32-200-014	W Barnes Rd	967.33
33-11-11-12-300-002	Osborne Rd	2,948.04
33-13-13-17-378-002	5770 Wall St	3,820.56
33-14-14-20-300-012	2864 Bellevue	13,444.42
33-15-15-10-400-032	Haynes Rd	1,981.85
33-16-16-12-200-011	Kane Rd	2,731.51
33-16-16-36-100-009	Shepper Rd	889.14

33-17-14-21-452-008	208 E Race	6,835.20
33-17-14-28-102-008	110 S Sherman	11,230.56
33-17-14-28-132-004	207 Elm	8,897.66
33-18-03-35-376-026	708 Williams	11,007.14
33-18-03-35-476-031	122 W Grand River Ave	15,048.77
33-19-10-05-458-001	N Lansing	1,248.35
33-19-10-08-352-210	Carom Garage 10	906.47
33-19-10-08-428-004	848 S Jefferson	12,572.13
33-19-10-09-400-006	E Ash St	188,668.88
33-19-10-09-400-009	E Ash St	292,845.28
33-20-01-01-404-009	603 W Lake Lansing Rd	8,512.64
33-20-01-12-310-010	W Saginaw St	1,091.23
33-20-02-18-218-022	Stoddard Ave	741.15
33-21-01-18-127-034	503 N Deerfield	3,947.93
33-21-01-18-202-021	527 N Catherine St	3,866.71
33-21-01-18-202-022	527 N Catherine St	1,059.30
33-21-01-18-202-026	511 N Catherine St	1,001.32
33-21-01-18-203-022	609 N Grace St	6,445.13
33-21-01-18-203-025	529 N Grace St	6,725.07
33-21-01-18-206-008	320 Brynford St	5,353.95
33-21-01-18-427-024	2516 W Washtenaw St	5,880.60
33-21-01-18-429-011	215 Hungerford St	1,386.04
33-21-01-18-429-013	215 Hungerford St	1,386.04
33-21-01-18-476-008	417 S Alger St	2,004.64
33-21-01-18-479-003	2400 W St Joseph St	157,799.57
33-21-01-18-479-004	2400 W St Joseph St	39,100.34
33-21-01-19-201-006	2907 W St Joseph St	53,390.99
33-21-01-19-228-006	2547 W Main St	44,546.70
33-25-05-11-358-018	Beryl St	1,036.07
33-25-05-11-376-010	Willoughby Rd	664.46
33-25-05-15-377-002	2034 Wyndham Hills Dr	3,967.29
33-25-05-15-377-003	2036 Wyndham Hills Dr	3,967.29
33-25-05-23-101-029	Elm St	771.76

3,301,999.49

**Agenda Item 2**

TO: Law Enforcement and Finance Committees

FROM: Mary Sabaj  
Community Corrections Manager

DATE: June 9, 2011

RE: 2011-2012 State Funding Application, MDOC Contract and Sub-contracts for Community Corrections Programs

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This Resolution approves submission of the MDOC-Office of Community Alternatives grant application, entering into the contracts with the MDOC and subcontracting vendors for Community Corrections programs for State fiscal year 2010-2011.

The Application and subsequent grant award provides funding for the following Community Corrections programming and administration:

▪ Pathways Employment Program provided by Peckham, Inc.	\$70,737
▪ Relapse Prevention & Recovery Program provided by C-E-I Community Mental Health	\$47,200
▪ Holistic OUIL III Program Enhancements (HOPE) provide by C-E-I Community Mental Health	\$46,347
▪ Cognitive Change Groups provided by National Council On Alcoholism	\$34,650
▪ Program Referral & Gatekeeper Services provided by Community Corrections staff	\$12,500
▪ Day Reporting services provided by a vendor yet to be determined	\$43,350
▪ Community Corrections Advisory Board Administration	\$62,000
▪ Residential Substance Abuse Treatment Services to be provided by CEI- Community Mental Health – House of Commons, National Council on Alcoholism – Glass House and Holden House and other out of county programs	<u>\$495,670</u>
<b>TOTAL</b>	<b>\$812,454</b>

Introduced by the Law Enforcement and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING SUBMISSION OF A GRANT APPLICATION AND ENTERING INTO A CONTRACT WITH THE MICHIGAN DEPARTMENT OF CORRECTIONS FOR INGHAM COUNTY/CITY OF LANSING COMMUNITY CORRECTIONS AND AUTHORIZING ENTERING INTO SUBCONTRACTS FOR COMMUNITY CORRECTIONS PROGRAMS FOR FY 2011-2012**

WHEREAS, the State Community Corrections Advisory Board, the Ingham County Board of Commissioners, and the City of Lansing approved the Ingham County/City of Lansing Community Corrections Comprehensive Plan; and

WHEREAS, the State Community Corrections Advisory Board, the Ingham County Board of Commissioners, and the City of Lansing approved the Application for State of Michigan Community Corrections Act Funds for FY 2011-2012; and

WHEREAS, the FY 2011-2012 Application provides for the continuation of the following CCAB Plans and Services programming and the Drunk Driving Jail Reduction and Community Treatment Program with a portion of Ingham County's allocation of State Community Corrections funds; Relapse Prevention and Recovery (\$47,200) and House of Commons program enhancements (H.O.P.E.) (\$46,427) to be provided by C.E.I. Community Mental Health, Employment Services (\$70,737) to be provided by Peckham Vocational Industries, Inc; Jail-Based Case Management services (\$12,500) to be provided by CCAB staff; Cognitive Change Groups (\$34,650) to be provided by National Council on Alcoholism, and for Day Reporting services (\$43,350) to be provided by a vendor yet to be determined; and

WHEREAS, the FY 2011-2012 grant award provides Ingham County with the use of residential beds (estimated 28 per day) with M.D.O.C. contracting directly with residential providers rather than with local jurisdictions for a projected value of \$495,670; and

WHEREAS, pursuant to the FY 2011-2012 Application, residential services are to be provided by Community Programs, Inc., Pine Rest Christian Mental Health Services, Kalamazoo Probation Enhancement Program, Inc., the Home of New Vision, National Council on Alcoholism, and C-E-I Community Mental Health – House of Commons; and

WHEREAS, pursuant to the FY 2011-2012 grant award, the County may enter into subcontracts for the purpose of implementing Plans and Services and DDJR/CTP programs and services identified in the Community Corrections Plan and Application; and

WHEREAS, the Subcontractors for Plans and Services and DDJR/CTP programming are willing and able to provide the services that the County requires.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an Agreement with the M.D.O.C. for Ingham County/City of Lansing Community Corrections for FY 2011-2012 for \$285,437 in CCAB Plans and Services and administration funds, \$31,347 in Drunk Driving Jail Reduction and Community Treatment Program funds for a total of \$316,784 and for the use of an estimated 28 residential beds per day for a value amounting to \$495,670 for the time period of October 1, 2011 through September 30, 2012.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into subcontracts for CCAB Plans and Services programming from October 1, 2011 through September 30, 2012 with National Council on Alcoholism for the actual cost of Cognitive Change groups not to exceed \$34,650; with Peckham Vocational Industries, Inc. for the actual cost of employment services not to exceed \$70,737; and with C-E-I Community Mental Health for the actual cost of Relapse Prevention and Recovery services not to exceed \$47,200.

BE IT FURTHER RESOLVED, that a resolution to authorize the subcontract for Day Reporting services (\$43,350) will be presented to the Board of Commissioners once the vendor has been selected and approved by the CCAB.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a subcontract for DDJR/CTP and Plans and Services programming with C-E-I Community Mental Health for program enhancements (H.O.P.E.) at the House of Commons not to exceed \$46,347.

BE IT FURTHER RESOLVED, that entering into the subcontracts is contingent upon entering into the Agreement with the State.

BE IT FURTHER RESOLVED, that the subcontracts are contingent throughout the subcontract period on the availability of grant funds from the State of Michigan for these purposes.

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are authorized to sign any necessary contracts/subcontracts consistent with this resolution subject to approval as to form by the County Attorney.

**MEMORANDUM**

TO: Ingham County Finance and Judiciary Committees  
FROM: David Easterday  
DATE: May 25, 2011  
RE: Resolution Authorizing Acceptance of SCAO Video Equipment

With the recent approval of Board Resolution #11-168 the Circuit Court will be able to have video teleconferencing equipment installed in Judge Canady's and Judge Draganchuk's Courtrooms. Once that is completed, all six Circuit Court Courtrooms in the Veterans Memorial Courthouse will have video teleconferencing capabilities.

Judge Collette talked to me about two weeks ago and expressed his interest in obtaining similar capabilities for his Courtroom in Mason. Because of the unique challenges regarding the Mason Courthouse, he would like to have a portable unit similar to others being used in the County. He asked me to include the request in the Circuit Court's 2012 CIP request.

Shortly after that conversation took place, Rhonda Swayze was talking to her husband, Mike Swayze, about Judge Collette's request. Mike indicated that he was sure the State Court Administrative Office still had some HDX4000 video conferencing units that were available. About a week later he was able to confirm that he had secured one of them for Judge Collette.

The Resolution being presented with this memo would allow the Circuit Court to accept a portable video conferencing unit, HDX4000, from SCAO for Judge Collette's Courtroom. Mr. Shewchuk supports this request and indicates MIS will provide whatever assistance is needed in order to set up the equipment.

Your approval of the Resolution is requested.

Introduced by the Judiciary and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ACCEPT A STATE COURT ADMINISTRATIVE OFFICE  
VIDEO EQUIPMENT GRANT FOR THE CIRCUIT COURT**

WHEREAS, the Circuit Court has been upgrading video conferencing equipment in its Courtrooms over the past several years; and

WHEREAS, these upgrades will allow the Court to provide better customer service by utilizing state-of-the-art technology; and

WHEREAS, the Circuit Court has a need to add new video conferencing equipment in Judge Collette's Courtroom; and

WHEREAS, the State Court Administrative Office has a portable video conferencing unit available that will meet the Court's needs.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a contract with the State Court Administrative Office, for acceptance of a Video Equipment Grant for the time period of October 1, 2010 through September 30, 2011.

BE IT FURTHER RESOLVED, that the equipment to be accepted will be a portable video conferencing unit, HDX4000.

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

# MEMORANDUM

TO: Judiciary and Finance Committees

FROM: Maureen Winslow

DATE: June 9, 2011

RE: **Resolution to Adjust Day Treatment Contracts and Purchase Resources**

The Circuit Court's Family Division currently runs two day treatment programs, the Ingham Academy and the Peckham Crossroads Program. The Peckham Crossroads Program has historically provided educational and vocational services to 30 delinquent youth. The Ingham Academy provides educational and behavioral services to 60 delinquent youth. The two programs each have strengths working with our population who have demonstrated an inability to be successful in their home schools. However, after evaluating each program's potential for improvement, it was determined that by merging the two programs and drawing on each of their strengths, a more comprehensive and effective service could be provided for our adjudicated youth.

Our proposal to combine the two programs includes the 30 slots for youth at Peckham Crossroads to be absorbed by the Ingham Academy for the educational programming provided by the Ingham Intermediate School District. Additionally, the vocational component provided by Peckham Inc. will now be offered to juveniles attending the Ingham Academy. The long term overall commitment made to the teens attending Ingham Academy will now be the same commitment made to the youth who participated at Crossroads. The students who demonstrate steady progress, both academically and behaviorally, will be afforded the opportunity to earn credits and work experience at Peckham Industries.

By merging these two programs, the effect on the 2012 Budget is as follows:

\$153,386 General Fund portion of the Peckham Crossroads Program can be eliminated and replaced by Juvenile Justice Millage dollars taken from the existing budget. By increasing the student population at the Ingham Academy, the amount of revenue determined by per pupil State Aid will be increased and deducted from the Ingham Intermediate School District's costs to the Juvenile Justice Millage.

By adding the Crossroads students to the existing classrooms at the Academy, funds that would be necessary for additional personnel to staff new classrooms are not needed. A small increase in the Highfields' budget reflects the additional vehicle costs since another van will be needed and is therefore requested.

The cost of Peckham Industries to work with our youth for their vocational training and job placement will not change from their current contract. However, rather than being placed in the Intensive Probation Program's Contractual Services line item, using General Fund and Child Care Fund dollars, it should now be placed in the Ingham

Academy's budget paid for with Juvenile Justice Millage and Child Care Fund dollars. These JJM dollars will be transferred from the Impact Program's budget, which has been under spent.

The attached two Resolutions presented to the Board for approval reflect the immediate resources needed to realize this merge. In addition to the equipment and furniture requests, the current contracts with our partners will need to be amended.

The Family Division strongly believes this merge is not only fiscally responsible, but a valuable enhancement for our youth.



Introduced by the Judiciary and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AMEND THE FAMILY DIVISION OF THE CIRCUIT COURT'S INGHAM ACADEMY PROGRAM CONTRACTS AND TO PURCHASE ADDITIONAL TECHNOLOGICAL RESOURCES AT THE INGHAM ACADEMY**

WHEREAS, the Family Division of the Circuit Court is enhancing the Ingham Academy Program located at the Ingham County Family Center by merging the two day treatment programs, Peckham Crossroads and Ingham Academy; and

WHEREAS, this merger consists of transferring the thirty (30) slots available for court adjudicated delinquent youth at the Peckham Crossroads Program to the Ingham Academy. By doing this, the vocational component of the Peckham Crossroads Program will now benefit youth enrolled in the Ingham Academy, while the Ingham Intermediate School District will provide the educational component to those youth who would have been committed to the Crossroads Program; and

WHEREAS, in order to accomplish this program merger the Ingham Academy is in need of an additional 24 computers, a computer cart, 2 wireless access points, and 2 data drops in order to accommodate a proper educational environment at a cost not to exceed \$28,000; and

WHEREAS, the juveniles would benefit from having additional technological resources, including installing a SMART board in each of the six classrooms, at a cost not to exceed \$14,000; and

WHEREAS, the total cost for all of the additional technological resources stated above will not exceed \$42,000; and

WHEREAS, all of the above items can be purchased through the Ingham Intermediate School District at a significantly reduced cost; and

WHEREAS, the Ingham County MIS Department supports each of the above requests; and

WHEREAS, there will be a surplus in the current Court's Ingham Academy budget to cover the costs of the requested items.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending the current Ingham Intermediate School District contract by utilizing up to \$42,000 of surplus funds within their 2011 budget for the County to purchase the following additional technological resources for the Ingham Academy:

- 24 computers, a computer cart, 2 wireless access points, and 2 data drops at a cost not to exceed \$28,000
- Six SMART boards at a cost not to exceed \$14,000

BE IT FURTHER RESOLVED, that the current Family Division's Peckham Crossroads Program is terminated effective August 31, 2011, with a revised Peckham Program to be in effect that has a vocational component only from the time period of September 1, 2011 through September 30, 2012, not to exceed \$332,337.

BE IT FURTHER RESOLVED, that the current Family Division's Ingham Academy contract with Highfields will be amended effective August 31, 2011 to account for the additional Ingham Academy students but within the current contract budget of \$639,050.

BE IT FURTHER RESOLVED, that the current Family Division's Ingham Academy contract with Ingham Intermediate School District will be amended effective August 31, 2011 to account for the additional Ingham Academy students but within the current contract budget of \$579,827.

BE IT FURTHER RESOLVED, the Controller/Administrator's Office is authorized to make the necessary budget adjustments within the Child Care Fund consistent with this resolution to include the purchase from surplus Juvenile Justice Millage funds from within the Child Care fund of the new technological items through the Ingham Intermediate School District's purchasing contract.

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

Introduced by the Judiciary and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE THE PURCHASE OF FURNITURE AND A MINIVAN  
FOR THE INGHAM ACADEMY**

WHEREAS, the Family Division is enhancing the two day treatment programs by merging the Peckham Crossroads Program with the Ingham Academy Program; and

WHEREAS, the 30 additional students who will now be located at the Ingham County Family Center will need desks, lunch tables and lockers at a cost not to exceed \$10,000; and

WHEREAS, an additional minivan is required to accommodate the transportation needs of the expansion at a cost not to exceed \$27,000; and

WHEREAS, the funding for these items will be taken from the Juvenile Justice Millage fund balance.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes the purchase of 20 desks, 5 lunch tables and lockers at a cost not to exceed \$10,000 from the Juvenile Justice Millage

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the purchase of a minivan at a cost not to \$27,000 from the Juvenile Justice Millage.

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

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

**Agenda Item 5**

To: Ingham County Finance and Judiciary Committees  
From: John Neilsen, Deputy Controller  
Date: May 16, 2011  
Re: Resolution to Adopt the 2012 Juvenile Justice Community Agency Process Calendar

This resolution would authorize the adoption of the attached 2012 Juvenile Justice Community Agency Process calendar to establish time lines for the process. This will be the sixth Juvenile Justice Community Agency process.

The 2010 year end unaudited fund balance is \$5,117,398 for the Juvenile Justice Millage Fund.

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

The fifth year grant awards were:

- |  |          |
|--|----------|
| • Child and Family Services Capital Area         | \$46,500 |
| • Resolution Services Center of Central Michigan | \$23,500 |
| • Lansing Teen Court                             | \$30,000 |

The 2011 operating budget for Juvenile Justice millage funded programs exceeds the budgeted revenue by about \$895,848 and 2012 revenues are projected to be reduced. Therefore, this trend makes it likely that a \$100,000 continuation appropriation will put some strains on adequately funding at continuation levels other existing Court programs that are funded in whole or partially with JJM funds.

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

Introduced by the Judiciary and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT THE 2012 JUVENILE JUSTICE  
COMMUNITY AGENCY PROCESS CALENDAR**

WHEREAS, a Juvenile Justice Millage was approved by the voters of Ingham County in November of 2002 and renewed in 2006, for the purpose of funding an increase to Ingham County's capacity to detain and house juveniles who are delinquent or disturbed, and to operate new and existing programs for the treatment of such juveniles; and

WHEREAS, the Ingham County Board of Commissioners wishes to adopt a Resolution to establish the 2012 Juvenile Justice Community Agency Process and to reserve Juvenile Justice Millage funds in the amount of \$\_\_\_\_\_ for this purpose.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby adopts the attached 2012 Juvenile Justice Community Agency Process Calendar to establish time lines for the process.

## 2012 JUVENILE JUSTICE COMMUNITY AGENCY PROCESS CALENDAR

June 28, 2011	The Board of Commissioners adopts the 2012 Juvenile Justice Community Agency Process Calendar Resolution.
June 29, 2011	A press release is prepared announcing the availability of Juvenile Justice Community Agency funds and invites community organizations to submit an application. The application deadline is July 22, 2011, 5:00 p.m.
July 25, 2011	The Controller's Office prepares a summary of the Juvenile Justice Community Agency applicants and forwards the summary to the County Attorney's Office to ensure that the agency's proposed purposes are legal under Michigan Law and comply with the intent of the Juvenile Justice Millage.
August 23, 2011	A Juvenile Justice Community Agency notebook is prepared by the Controller/Administrator's Office. The notebook includes all agencies who submitted applications for review by the Judiciary Committee. (Notebook is distributed at the August 23, 2011 Board of Commissioners' Meeting.)
September 15, 2011	The Judiciary Committee reviews the Juvenile Justice Community Agency applications and makes recommendations for funding. Juvenile Justice Community Agency applicants are invited to attend the Judiciary Committee meeting. The Judiciary Committee makes their recommendations by Resolution to the Finance Committee.
September 21, 2011	The Finance Committee approves the Resolution for Juvenile Justice Community Agency funding to the Board of Commissioners.
September 27, 2011	The Board of Commissioners authorizes a Resolution for the 2012 Juvenile Justice Community Agency grant awards.
October 3, 2011	The Juvenile Justice Community Agency applications are sent to the County Attorney's Office for contract preparation.
October 3, 2011	Juvenile Justice Community Agencies are notified of the County grant award and informs the agency that a County contract will be forthcoming in December.
December, 2011	Contracts are received from the County Attorney's Office and mailed to the Juvenile Justice Community Agencies for appropriate signatures. When the contracts are mailed, a request is made to agencies to mail their Certificate of Insurances and a Revised Scope of Services if the grant award is different than the original requested amount.
January, 2012	Fifty percent of the grant award is sent to the Juvenile Justice Community Agency upon receipt of the agency's signed contract and the appropriate documentation as listed above.
July 16, 2012	The Juvenile Justice Community Agencies send in their first six month report to the Controller's Office and upon review by staff, a check for the remaining portion of the grant is sent to the agency.

**MEMORANDUM**

To: Human Services Committee  
Finance Committee

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

Date: June 16, 2011

Subject: Proposal to Authorize a Contract with the Expectant Parents Organization

This is a recommendation to authorize a contract with the Expectant Parents Organization (EPO), a Michigan non-profit organization located at 271 Woodland Pass, Suite 214 East Lansing, Michigan 48823.

The EPO has contractually provided education and training on childbirth, pregnancy, and the care of newborns to pregnant women served by the Health Department for years. This recommendation continues this relationship and will require that the EPO conduct Child Birth Education Sessions in a waiting room of the Department's Cedar Community Health Center Women's Health Services operations. These sessions will be conducted on Mondays and Wednesdays from 9:00 am to 11:00 am and on Wednesdays from 2:00 pm to 4:00 pm and will engage our prenatal patients on pregnancy, labor and delivery, infant care and postpartum topics as required by the Michigan Medicaid's Maternal and Infant Health Program. The Health Department bills Medicaid's Maternal and Infant Health Program for sessions provided to Medicaid beneficiaries and this revenue covers the cost of the training contract.

The current agreement will expire July 31, 2011. I recommend that the Board adopt the attached resolution and authorize a new agreement with the Expectant Parents Organization. The amount of the contract is the same as the previous year, not to exceed \$11,536. The term of the agreement will begin August 1, 2011 and will continue from year to year unless terminated as set forth in the agreement.

Attachment

c: Debra Brinson, Deputy Health Officer, w/attachment  
John Jacobs, CPA, Chief Financial Officer, w/attachment  
Barbara Mastin, MA, Chief Operating Officer, w/attachment  
Kathy Way, MSW, Women's Health Coordinator, w/attachment

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT FOR CHILDBIRTH EDUCATION AND TRAINING WITH THE EXPECTANT PARENTS ORGANIZATION**

WHEREAS, the Ingham County Health Department provides services to pregnant women and has contracted with the Expectant Parents Organization (EPO) for many years to provide education and training on childbirth, pregnancy, and the care of newborns to pregnant women served by the Department; and

WHEREAS, the current agreement, authorized in Resolution #10-234, will expire on July 31, 2011; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize a new agreement; and

WHEREAS, the Health Officer has advised that this is an anticipated and budgeted service.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract for services with the Expectant Parents Organization, a Michigan not-for-profit corporation, located at 271 Woodland Pass, Suite 214 East Lansing, Michigan 48823, to provide education and training on childbirth, pregnancy, and the care of newborns to pregnant women served by the Department.

BE IT FURTHER RESOLVED, that the period of the agreement shall be August 1, 2011, and shall continue from year to year unless terminated as set forth in the agreement.

BE IT FURTHER RESOLVED, that Ingham County shall compensate the EPO no more than \$11,536 per year for these services.

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  
Finance Committee

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

Date: June 16, 2011

Subject: Resolution to Authorize an Amendment to the Agreement with Sparrow Health System for the Well Child Health Center Lease

This is a recommendation to authorize the request to amend the lease with Sparrow Health System for the Well Child Health Center at 901 E. Mt. Hope Avenue in Lansing, Michigan. Per Resolution 08-130, the Ingham County Health Department (Health Department) has an existing lease that expires June 12, 2011. This amendment will renew that lease for three additional years commencing June 13, 2011 and terminating June 12, 2014.

Sparrow Health System agreed to reduce the lease rate to \$16.50 per rentable square foot per year. The lease rate was \$17.17 per rentable square foot per year and increased by 2% each year. The new rate will remain at \$16.50 per rentable square foot for the three year lease term. At the Health Department's request, Sparrow also agreed to add language into the lease so that if the Health Department at any time ceases to have the necessary funding available to continue operation of the services and programs provided on the premises as a result of actions taken by Physicians Health Plan or the Ingham Health Plan, it may terminate the lease upon not less than 90 days prior written notice and if the Health Department ceases to have the necessary funding available to continue operation of the services and programs provided on the premises as a result of public vote by the Ingham County Board of Commissioners, it may terminate the lease upon not less than one hundred twenty days written notice.

The Ingham County Community Health Center Board has reviewed the operations of the County's Well Child Health Center and recommends that the Ingham County Board of Commissioners authorize a lease agreement that maintains pediatric medical services through the 901 E. Mount Hope Avenue, Lansing, Michigan delivery site.

The Health Officer also recommends that the Ingham County Board of Commissioners authorize a lease agreement for 4,115 square feet of clinical space located on the second floor of 901 E. Mount Hope, Lansing, Michigan with Sparrow Health System space through June 12, 2014.

c: Debra Brinson, M.P.A., Deputy Health Officer, w/attachment  
John Jacobs, C.P.A., Chief Financial Officer, w/attachment  
Barbara Mastin, M.A., Chief Operating Officer, w/attachment  
Jayson Welter, Director of Policy, Programs and Compliance, w/attachment  
Carolyn Redman, Project Specialist, w/ attachment

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE LEASE  
AGREEMENT WITH SPARROW HEALTH SYSTEM**

WHEREAS, Ingham County leases 4,115 square feet of space in a Sparrow Health System building located at 901 E. Mount Hope Avenue, Lansing, Michigan; and

WHEREAS, this space currently houses the Health Department's Well Child Health Center operations; and

WHEREAS, the Health Department has a current lease agreement, per Resolution #08-130 and that current lease agreement expires June 12, 2011; and

WHEREAS, the Health Department has requested that this lease agreement be renewed for a three year period, until June 12, 2014; and

WHEREAS, Sparrow Health System is in agreement and has proposed a lease agreement with a per rentable square foot rate of \$16.50 per year, to be paid in advance, on the first day of each month during the term of the lease; and

WHEREAS, the Health Department has requested and Sparrow Health System agreed to add language into the lease so that if the Health Department at any time ceases to have the necessary funding available to continue operation of the services and programs provided on the premises as a result of actions taken by Physicians Health Plan or the Ingham Health Plan, it may terminate the lease upon not less than 90 days prior written notice; and

WHEREAS, the Health Department has requested and Sparrow Health System agreed to add language into the lease agreement that if the Health Department ceases to have the necessary funding available to continue operation of the services and programs provided on the premises as a result of public vote by the Ingham County Board of Commissioners, it may terminate the lease upon not less than one hundred twenty days written notice; and

WHEREAS, the Ingham County Community Health Center Board has reviewed the operations of the County's Well Child Health Center and is recommending that the Ingham County Board of Commissioners authorize a lease agreement that maintains pediatric medical services through the 901 E. Mount Hope, Lansing, Michigan delivery site; and

WHEREAS, the Health Officer has recommended that the Ingham County Board of Commissioners authorize a lease agreement for 4,115 square feet of clinical space located on the second floor of 901 E. Mount Hope, Lansing, Michigan with Sparrow Health System space through June 12, 2014.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes execution of an Office Lease Agreement with Sparrow Health System for 4,115 square feet of space at 901 East Mount Hope, Lansing, Michigan at the rate of \$16.50 per square foot.

BE IT FURTHER RESOLVED, that the agreement for the lease shall be June 13, 2011 through June 12, 2014.

BE IT FURTHER RESOLVED, that the addition of language regarding the termination of the lease due to loss of funding by either certain health plans or by the Ingham County Board of Commissioners is approved.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments, as needed.

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: County Services and Finance Committees  
FROM: Carol A. Carlson, Interim Executive Director, Ingham County Fairgrounds  
RE: Resolution to Rebuild the Two South End Horse Show Arenas  
DATE: June 14, 2011

The Fair Board passed a resolution to rebuild the two south end horse show arenas, commonly known as the 4-H show arenas.

The existing surface needs to be removed and new product needs to be purchased to refill the existing space. This will require extensive excavating and compacting.

Excavating and finishing is estimated to be approximately \$6,000, and the product is estimated to be about \$9,000. We are requesting a contingency amount of \$5,000; there is a possible drainage issue that might add some to the cost and estimates are unknown at this time.

The resolution passed by the board was to authorize a capital improvement project to rebuild the 4-H horse arenas at a total cost not to exceed \$20,000.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO REBUILD THE TWO SOUTH END HORSE SHOW ARENAS AT THE  
INGHAM COUNTY FAIRGROUNDS**

WHEREAS, the existing surface at the two south end horse show arenas at the Ingham County Fairgrounds needs to be removed and new product needs to be purchased to refill the existing space; and

WHEREAS, the Horse Show Committee gathered cost estimates for the project; and

WHEREAS, the Ingham County Fair Board passed a resolution to rebuild the two south end horse show arenas, commonly known as the 4-H show arenas; and

WHEREAS, it is estimated the excavating and finishing work will be completed at a cost not to exceed \$6,000; and

WHEREAS, it is estimated that the product to refill the arenas will be purchased in an amount not to exceed \$9,000; and

WHEREAS, the total cost of the project is not to exceed \$20,000 and sufficient funds exist in the Fair Budget.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes a project to rebuild the 4-H horse arenas for \$15,000, with a contingency amount of \$5,000, for a total cost not to exceed \$20,000.

BE IT FURTHER RESOLVED, after a proper bid process has been conducted according to County policies, contracts are authorized with the appropriate vendors as determined by the Controller/Administrator.

BE IT FURTHER RESOLVED, the Controller/Administrator is authorized to make any necessary budget adjustments.

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.

MEMO

**DATE:** June 1, 2011  
**TO:** County Services and Finance Committees  
**FROM:** Willis Bennett, Director  
**RE:** Resolution a Contract with Sc Environmental Services for the Demolition of the Rocky Mountain Big Horn Sheep Exhibit

This resolution authorizes a contract with Sc Environmental Services in the amount of \$40,000 for the demolition of the Rocky Mountain Big Horn Sheep Exhibit at the Potter Park Zoo. In 2010 C2AE conducted a structural analysis of the exhibit. It was determined the exhibit was no longer safe to be used and extensive repairs would be needed to make it safe. Because extensive repairs are required to make the exhibit safe and the Rocky Mountain Big Horn Sheep exhibit does not fit in Zoo's 2010 Master Plan a recommendation to demolish the exhibit has been made by Zoo staff.

The Purchasing Department recommends the proposal submitted by Sc Environmental Services of Lansing in the amount of \$36,640 be accepted. The Facilities Department is requesting a contingency amount of \$3,360 be added to the total project cost to cover any unforeseen issues such as the removal of contaminated soil for a total project cost of \$40,000.

\$23,550 is available for this project in the approved Potter Park Zoo 2010 Capital Improvement Project line item 258-69900-977000-1005Z (Rocky Mountain Big Horn Sheep Update) and would need to be transferred to line item 258-69200-931100-1110Z (Rocky Mountain Big Horn Sheep Demo). The remaining amount of \$16,450 would be transferred from the Potter Park Zoo Contingency line item 258-69200-9692200 to 258-69200-931100-1110Z the Rocky Mountain Big Horn Sheep Demo line item.

All monies are available within the Potter Park Zoo Millage Fund.

This resolution will run concurrently with the Zoo Board and the Parks & Recreation Commission June meetings.

This project is should be completed by October of 2011.

**MEMORANDUM**

TO: County Service and Finance Committees  
 FROM: Jim Hudgins, Director, Purchasing Department  
 DATE: June 1, 2011  
 SUBJECT: Bighorn Sheep Demolition Proposal Summary

Project Description:

This project sought written sealed bids from experienced and licensed firms for the purpose of demolishing the Bighorn Sheep Exhibit at Potter Park Zoo. Included in the scope of work is to remove any unsatisfactory soil, including trash and debris, as determined by the County’s Consultant, and legally dispose of in an EPA-approved landfill acceptable to authorities having jurisdiction. The County will receive a written manifest of any unsatisfactory materials hauled away.

This project requires that the Contractor comply with the County’s Prevailing Wage Policy.

Proposal Summary:

Vendors contacted: 13 Local: 5  
 Vendors responding: 5 Local: 4

<b>Company</b>	<b>Base Bid</b>	<b>Cu. Yd. Cost to Remove Soil</b>	<b>Local</b>
SC Environmental Services	\$36,640	\$39.60	Y – Lansing
Laux Construction	\$49,990	\$22.00	Y – Dansville
Homrich Inc.	\$64,000	\$23.00	N – Carleton
Moore Trospen	\$77,800	\$32.00	Y – Holt
Irish Construction	\$148,700	\$22.47	Y – Webberville

Recommendation:

The Evaluation Committee recommends awarding a contract to SC Environmental Services in an amount not to exceed \$40,000, which includes \$3,360 in contingency for removing unsatisfactory soil if deemed necessary by the County’s Consultant, C2AE.

In addition to submitting the lowest bid, SC Environmental Services is bonded, insured, has a valid Building Wrecker License from the City of Lansing, and a license from the SOM – Department of Labor and Economic Growth for asbestos abatement.

Advertisement:

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

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING A CONTRACT WITH Sc ENVIRONMENTAL SERVICES FOR THE DEMOLITION OF THE ROCKY MOUNTAIN BIG HORN SHEEP EXHIBIT**

WHEREAS, in 2010 C2AE conducted a structural analysis of the Rocky Mountain Big Horn Sheep Exhibit at the Potter Park Zoo that showed the Exhibit was no longer safe to be used and extensive repairs would be needed to make it safe; and

WHEREAS, because extensive repairs would be required to make the exhibit safe and the Rocky Mountain Big Horn Sheep exhibit does not fit in the Zoo's 2010 Master Plan, a recommendation to demolish the exhibit has been made by Potter Park Zoo staff; and

WHEREAS, the Ingham County Purchasing Department solicited Requests for Proposals (RFP) inviting proposals from qualified individuals and companies pursuant to County guidelines; and

WHEREAS, the bids were reviewed by the Ingham County Purchasing, Facilities, and Parks Departments, and all Departments were in agreement that the low bidder met all specifications and requirements; and

WHEREAS, the Purchasing Department recommends the proposal submitted by Sc Environmental Services of Lansing, Michigan in the amount of \$36,640 be accepted and that a contingency amount of \$3,360 be added to the total project cost to cover any unforeseen issues such as the removal of contaminated soil; and

WHEREAS, \$23,550 is available for this project in the approved Potter Park Zoo 2010 Capital Improvement Project line item 258-69900-977000-1005Z (Rocky Mountain Big Horn Sheep update) and the remaining funds, \$16,450, would be transferred from the Potter Park Zoo Contingency line item 258-69200-969220 to 258-69200-931100-1110Z, Rocky Mountain Big Horn Sheep Demo; and

WHEREAS, the Zoo Board and Parks and Recreation Commission supported this project with the passage of resolutions at their June meetings.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes entering into a contract for the demolition of the Rocky Mountain Big Horn Sheep Exhibit in an amount not to exceed \$40,000 with Sc Environmental Services of Lansing, Michigan.

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes the transfer of \$23,550 from the Potter Park Zoo 2010 Capital Improvement Project line item 258-69900-977000-1005Z (Rocky Mountain Big Horn Sheep Update) to line item 258-69200-931100-1110Z (Rocky Mountain Big Horn Sheep Demo).

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes the transfer of \$16,450 from the Potter Park Zoo Millage Contingency line item 258-69200-969220 to 258-69200-931100-1110Z Rocky Mountain Big Horn Sheep Demo.



BE IT FURTHER RESOLVED, that the Controller/Administrator be authorized to make the necessary transfer of funds within the Potter Park Zoo Budget.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the County Attorney to prepare the necessary documents.

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

City Draft #2  
May 18, 2011

**NOT FINALIZED BY COUNTY ATTORNEY**

**AGREEMENT**  
**BETWEEN THE CITY OF LANSING**  
**AND THE**  
**COUNTY OF INGHAM**  
**FOR MAINTENANCE OF CITY PARKS**

**THIS AGREEMENT** (hereinafter, the “Agreement”), made this \_\_\_\_ day of \_\_\_\_, 2011, by and between the **CITY OF LANSING**, a Michigan municipal corporation, 124 West Michigan Avenue, Lansing, Michigan 48933 (hereinafter, “City”), and the **COUNTY OF INGHAM**, a municipal corporation and political subdivision of the State of Michigan, acting on behalf of the **INGHAM COUNTY PARKS DEPARTMENT**, 121 East Maple Street, Suite 102, Mason, Michigan 48854 (hereinafter, “County”) as follows:

The **CITY OF LANSING** and the **COUNTY OF INGHAM** hereby agree to the following terms and conditions:

**1. TERM**

The term of this Agreement shall commence on the date of its execution and end one (1) year from the date of execution of this Agreement and shall be subject to renewal for additional terms, each additional term not to exceed one (1) year. Any such renewal shall be in writing executed prior to expiration of the current term by the duly authorized representative of each party.

**2. CITY PARKS COVERED BY THIS AGREEMENT**

**A. Parks that are 5 acres or less:**

Barb Dean	Bassett	Bluebell
Everett	Glen Eden	Hillsdale
Holly	Horsebrook	Jones Lake
Kay North	Marscot	H. Moore
Osborne	Regent	Reutter
Seventh	Stabler	Tammany
Walsh	Waldo	Caesar Donora
Greencroft	Parcel B	Hull Court
Wilson		

**B. Parks along the River Trail:**

Dietrich	Edmore	Dodge
Burchard-East	Burchard-West,	Wentworth
Cherry Hill	Kalamazoo Plaza	Cooley
Scott Center	Crego	Trager
Elm	River Point	Maguire

C. **Lansing River Trail:**

Ingham County will provide mowing and litter control along the Lansing River Trail from Dietrich Park (northern most park) to Maguire Park at the southern end of the trail.

**3. MAINTENANCE SCHEDULE**

At the beginning of the mowing season, Ingham County Parks will submit for the City's approval a basic maintenance schedule. The City shall, if necessary, make changes to the maintenance schedule to conform to the City's needs.

The 2011 mowing season will start on July 1, 2011 and continue through October 31, 2011. For those parks 5 acres or less, mowing shall be performed on a 12 calendar day rotation. For those parks along the Lansing River Trail, mowing shall be performed on a weekly basis. When the maintenance schedule is disrupted by inclement weather, Sunday mowing may be permitted upon approval by the City.

If inclement weather prevents the County from performing any of its responsibilities on schedule, it shall recalibrate its equipment and double cut each area, if needed, during the following week.

**4. SCOPE OF WORK**

All work shall be performed in a professional, courteous, workmanlike manner using quality equipment and materials, all of which must be maintained and operated with the highest standard as well as meeting all OSHA and MIOSHA Safety Standards.

A. Mowing:

All mowing shall be performed in such a manner that grass clippings left on the turf will readily decay. Mowing height shall be 2-1/4 to 2-1/2 inches for general turf areas. Mower adjustment is to be made and measured on a flat surface.

The County may at times be required to pick up grass clippings at the request of the City. The pick up of grass clippings will be needed if the clippings are determined to creating a poor appearance or damaging the grass.

Mowing of the indicated parks shall include all lawn areas contained within City property. Park boundaries and mowing boundaries shall be clarified when necessary.

B. Trimming

The County shall trim vegetation from around all obstacles (fences, signs, posts, curbs, sidewalks, etc.) within the designated mowing area in order to present a neat and attractive appearance. This grass shall be trimmed to the same height as the other open areas of lawn. The trimming shall be as close to an obstacle as possible.

C. Litter and Trash Removal

The County shall be responsible for the removal of all litter and debris on the lawn of the all indicated City Parks and along the Lansing River Trail. The litter control operation shall be completed prior to the mowing operation.

Trash barrels in the parks and along the Lansing River Trail will be emptied on a daily basis. Waste bag replacement is required for each receptacle.

- C: Other services shall include:
  - b. Removal of branches and leaves on trails;
  - c. Snow removal;
  - d. Signs installed by Ingham County; and
  - e. Graffiti removal.
  
- J. It shall be the County's obligation to ensure that turf areas, shrubs, trees, equipment, etc., be protected from damage caused by the use of mowers and weed whips. Any injury or damage shall be given remedial or corrective treatment approved by the City. The City shall be notified immediately of damage incurred.

## **5. HOURS OF OPERATION.**

The maintenance schedule shall be performed Monday through Saturday and in accordance with Section 3, Paragraph 2. All scheduled mowing operations shall only be performed between the hours of 7:00 AM and 5:00 PM.

## **6. BOUNDARIES.**

Attached are maps of each park with the areas for mowing highlighted.

## **7. SPRING CLEAN-UP**

Prior to the first mowing of the spring, each park will receive a thorough clean up which includes the removal of all litter, leaves and tree branches.

## **8. SNOW REMOVAL**

The County will comply with the existing Snow Removal Ordinance regarding sidewalks.

## **9. PAYMENT**

In consideration of the above services rendered, the City agrees to pay the County a sum not to exceed Two Hundred and Thirty Six Thousand and 00/100 (\$236,000.00) Dollars. Payments will be made on a monthly basis and within thirty (30) days of receipt invoice of services rendered by Ingham County Parks for that month.

## **10. REPORTS**

The County will submit to the City a monthly report detailing the mowing frequency of each park, litter control activity and other maintenance activity that has occurred. This report is expected to be attached to the monthly invoice for payment.

## **11. POLICE.**

Any police agency having jurisdiction over City Parks may patrol the premises at any time.

## **12. INSURANCE AND LIABILITY.**

- A. The County, during the duration of this Agreement, shall maintain liability insurance in the form of a self insurance program through the Michigan Municipal Risk Management Authority (MMRMA), which covers such liability as County may incur during maintenance and operation of the parks listed

and Lansing River Trail.

- B. The City shall be responsible for maintaining its own insurance covering liability it may incur arising from the activities of its officers, employees and agents or from its ownership of the parks listed and Lansing River Trail.
- C. The City shall obtain and maintain adequate insurance covering damage to the parks listed and Lansing River Trail caused by fire, acts of God including but not limited to wind or flooding or by vandalism.
- D. All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities to be carried out by the County in the performance of this Agreement shall be the responsibility of the County, and not the responsibility of the City, if the liability, loss, or damage is caused by, or arises out of, the action or failure to act on the part of the County, any subcontractor, anyone directly or indirectly employed by the County, or any appointed or elected officer, employee, or agent of County provided that nothing herein shall be construed as a waiver of any governmental immunity that has been provided to the County or its officers, employees, or agents by statute or court decisions.
- E. All liability to third parties, loss or damage as a result of claims, demands, costs or judgments arising out of activities to be carried out by the City in the performance of this Agreement shall be the responsibility of the City, and not the responsibility of the County, if the liability, loss, or damage is caused by, or arises out of, the action or failure to act on the part of any City, or any elected or appointed officer, employee or agent of City, provided that nothing herein shall be construed as a waiver of any governmental immunity by the City or its officers, employees, or agents as provided by statute or court decisions.
- F. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the County and the City in fulfillment of their responsibilities under this Agreement, such liability, loss, or damage shall be borne by the County and the City in relation to each party's responsibilities under these joint activities, provided that nothing herein shall be construed as a waiver of any governmental immunity by the County, the City or their officers, employees, or agents, respectively, as provided by statute or court decisions.

### **13. TERMINATION OF AGREEMENT.**

The parties understand that the listed parks and Lansing River Trail are owned by the City as dedicated parkland. The City and County retain the right, at its respective sole and unreviewable discretion, to cancel this Agreement upon thirty (30) days written notice to the other.

### **14. NONDISCRIMINATION.**

The County agrees that it will not exclude anyone from participation in any of its events or deny anyone the benefits of its use or otherwise subject anyone to discrimination because of the person's race, religion, sex, sexual orientation, gender identity, age, color, national origin, disability, height, weight, or marital status.

### **15. APPLICABLE LAW/COMPLIANCE WITH THE LAW.**

This Agreement shall be construed under and in accordance with the laws of the State of Michigan and all obligations of the parties created hereunder are to be performed in Ingham County, State of Michigan. County agrees to comply with all federal, state and local laws. County will comply with the terms of any grant to which the Premises is subject.

## **16. COMPLETE AGREEMENT.**

This Agreement constitutes the sole and only agreement of the parties, and supersedes any prior understanding or written or oral agreement between the parties respecting the within subject matter.

## **17. AMENDMENTS.**

No amendment, modification or alteration of the terms contained in this Agreement shall be binding unless the same are in writing, dated subsequent to the dates hereof, and duly executed by the authorized representatives of the parties to this Agreement.

## **16. WAIVERS.**

No waiver by the parties of any default or breach of any term, condition or covenant of this Agreement shall be deemed to be a waiver of any other breach of the same or any other term, conditions or covenant.

## **17. NOTICE OF DAMAGE OR LOSS TO PREMISES.**

County shall give immediate notice to the City of any fire, theft, damage, or accident on the Premises of which it becomes aware.

## **18. ASSIGNMENTS.**

This Agreement may not be assigned by either the City or County to a third party without the prior written mutual consent of both parties executed by their authorized representatives.

## **19. BINDING EFFECT OF AGREEMENT.**

This Agreement shall be binding upon, and the benefits shall inure to, the successors, representatives, and assigns of the parties.

## **20. TIME BEING OF THE ESSENCE.**

Time is of the essence in all the provisions of this Agreement.

## **21. CONSTRUCTION.**

This Agreement shall be construed to have been drafted by both parties to this Agreement.

## **22. DISREGARDING SECTION TITLES.**

The titles of the sections set forth in this Agreement are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this Agreement.

## **23. INVALID PROVISIONS.**

If any section, clause or provision of this Agreement is rendered invalid, or unenforceable because of any State or Federal statute or regulation or ruling by any tribunal of competent jurisdiction, that section, clause or provision shall be null and void and to be considered deleted, and the remainder of this Agreement shall not be affected thereby. Where the deletion of the unenforceable or invalid section, clause or provision would result in the illegality and/or unenforceability of this Agreement, this Agreement shall be considered to have terminated as of the date in which the provision was declared invalid or unenforceable.

## **24. NOTICES.**

All notices under this Agreement shall be in writing and be sent by certified mail addressed to the respective party at the address indicated below or at such other address as the parties shall designate in writing. A change in address may be effected by a certified letter sent by either party to the other.

### **If to City:**

Director of Lansing Parks and Recreation  
124W. Michigan Ave.  
City Hall, 8<sup>th</sup> Floor  
Lansing, MI 48933

With copy to

Lansing City Attorney  
124W. Michigan Ave.  
City Hall, 5<sup>th</sup> Floor  
Lansing, MI 48933

### **If to County:**

Director of Ingham County Parks Department  
121 E. Maple St., Suite 102  
Mason, MI 48854

With a copy to:

Bob Townsend  
Cohl, Stoker, Toskey & McGlinchey, P. C.  
601 N. Capitol Ave.  
Lansing, MI 48933

and

Ingham County Controller  
Ingham County Controller's Office  
Ingham County Courthouse  
Mason, MI 48854

## **25. CERTIFICATION OF AUTHORITY TO SIGN THIS AGREEMENT.**

The persons signing this Agreement on behalf of the parties hereto certify by their signatures that they are duly authorized to sign on behalf of said parties and that this Agreement has been authorized by said parties.

**IN WITNESS WHEREOF**, the authorized representatives of the parties have signed and executed this Agreement to be effective as of the date executed.

**COUNTY OF INGHAM**

\_\_\_\_\_  
Debbie De Leon  
Chairperson  
Ingham County Board of Commissioners

\_\_\_\_\_  
Mike Bryanton  
Ingham County Clerk

Approved as to form only  
For County of Ingham  
Cohl, Stoker, Toskey & McGlinchey, P.C.

\_\_\_\_\_  
Robert D. Townsend  
County Attorney

**CITY OF LANSING**

\_\_\_\_\_  
Virg Bernero  
Mayor

I hereby certify that funds are available  
In account No, \_\_\_\_\_

\_\_\_\_\_  
City Controller

Approved as to form only  
For City of Lansing

\_\_\_\_\_  
Brigham C. Smith  
City Attorney



Introduced by the County Services and Finance Committees

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF LANSING AND THE COUNTY OF INGHAM FOR MAINTENANCE OF CERTAIN CITY PARKS**

WHEREAS, the City of Lansing has approached the Ingham County Parks Department about the possibility of providing certain maintenance services for 25 city parks that are 5 acres or less and all parks along the River Trail; and

WHEREAS, the Ingham County Parks Department provided the City of Lansing with a proposal; and

WHEREAS, the City of Lansing has accepted the proposal and their 2011-12 adopted budget assumes that they will contract with the County for these maintenance services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with the City of Lansing to provide maintenance services in 25 city parks that are 5 acres or less and all parks along the River Trail.

BE IT FURTHER RESOLVED, that the contract shall commence on July 1, 2011 and end June 30, 2012, and shall be subject to renewal for additional one year terms that are renewed in writing and executed prior to the expiration of the current term.

BE IT FURTHER RESOLVED, that for the first year of the contract the County shall be compensated in the amount of \$236,000, which includes reimbursement for direct costs and administrative overhead costs.

BE IT FURTHER RESOLVED, that the compensation amount after the first year shall be subject to mutual agreement during the renewal process.

BE IT FURTHER RESOLVED, that the contract shall specify that the agreement may be cancelled by either party upon thirty (30) days written notice.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments.

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

TO: County Services and Finance Committees  
FROM: Jill Rhode, Director of Financial Services  
RE: Auditor Selection  
DATE: May 20, 2011

The last year of our current contract with Rehmann Robson for audit services is 2010. We have been using Rehmann Robson service since 1994. In 2006, we bid for audit services and changed firms. We selected a smaller firm and were universally unhappy with the service we received. This was before my employment with the County, but I have reviewed the 2006 financial statements and agree that it was a substandard product. This was confirmed by the large number of comments we received from GFOA regarding the 12/31/06 CAFR.

After this experience, it was decided to return to Rehmann Robson for the remaining four years of the contract. They have conducted these audits and we have been pleased with the service we have received.

Governmental auditing is a “niche” market for CPAs and Rehmann is active and well respected in the area. The County is a complex organization due to the large number of funds and the number of component units which need to be combined into our financial report (Road Commission, Housing Commission, Drain Commission, Land Bank, Brownfield, and Medical Care Facility.) In addition, the large number and amount of federal grants increases the complexity regarding our audit. The County’s Single Audit report and the resulting compliance testing is of utmost importance since it insures we are in a position to continue to apply for and receive funding. We need a firm familiar with all areas of federal programs.

We do not currently have a “cozy” relation with our audit team. While we like them and appreciate their assistance, we often disagree on issues but can always come to a mutual understanding.

I have discussed the continuation of the current contract with the partner in charge of our engagement and he has agreed to continue for the next three years for the same cost as the 2010 service. I recommend we engage Rehmann to conduct the audit for 2011, 2012 and 2013.

If we choose to bid this service, we will have two options. The first is to engage a smaller firm which I believe the 2006 experience shows will not work. The second is to engage a larger firm which will cost substantially more money. This is what we discovered when we bid in 2006 and the situation has not changed.

Generally accepted accounting principles will require a major change to the manner Fund Balance and Special Revenue Funds are reported on our 2011 financial statements. I believe we need someone who understands our operations to assist us in implementing this change. In addition, we have several management comments during the 2010 audit which will be corrected in 2011. I think it is in our best interest to continue with the current auditors who understand these issues and will appreciate the changes we are making to improve our operations.

I have been questioned about the long term relationship with the Auditors and how can we can be certain that they are doing everything correctly. Auditing firms are required to have a periodic “peer review” conducted. This is basically an audit of the auditors. Rehmann goes through this process and has always received favorable results.

Again, I recommend we continue the audit engagement with Rehmann for the next three years. If you have any questions or wish to discuss, please let me know.

Audit Cost  
Cost Proposal for 2012, 2013, 2014

	County
Base	\$ 52,440.00
Single Audit	7,060.00 ***
CAFR Preparation	5,000.00
Drain	6,875.00
Total - County	\$ 71,375.00

\*\*\* This fee assumes five major programs. If the number increases, there will be an additional fee of \$5,000 for every three additional major programs.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE REHMANN ROBSON TO CONDUCT AN AUDIT OF  
INGHAM COUNTY FOR 2011, 2012 AND 2013**

WHEREAS, Ingham County currently uses Rehmann Robson Certified Public Accountants to conduct its annual audit; and

WHEREAS, Rehmann Robson has agreed to conduct this audit for the years ended December 31, 2011, 2012 and 2013 at the same cost as 2010 which totals \$71,375; and

WHEREAS, the Financial Service Director and the County Controller/Administrator recommend that the County continue with Rehmann Robson.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the contract with Rehmann Robson to conduct the audit of Ingham County, the Ingham County Drain Commission and the Single Audit for the years ended December 31, 2011, 2012 and 2013.

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

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

MEMORANDUM

TO: Human Services and Finance Committees  
FROM: Jared Cypher, Assistant Deputy Controller  
DATE: June 9, 2011  
RE: 2012 Community Agency Funding Process

This resolution authorizes the 2012 Community Agency funding process, and establishes the criteria by which each agency's application will be evaluated.

If the resolution is approved as presented, the Controller/Administrator's Office will accept applications for Community Agency funding in July. Applications will then be evaluated by the Controller/Administrator's Office based on the extent to which the proposal directly contributes to addressing the County's long-term priority of "Meeting Basic Needs", such as food, clothing, and shelter, or help to provide assistance in obtaining such things as household utilities that are needed by families and individuals.

The recommendations made by the Controller/Administrator's Office on funding levels for each applicant agency will then be presented to the Board of Commissioners for consideration and approval in November.

In FY 2011, \$187,261 was made available for community agencies, and 33 agencies were awarded a total of \$179,594 with the remainder re-appropriated to the 2011 Contingency Fund.

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING THE 2012 COMMUNITY AGENCY FUNDING PROCESS AND APPROVING CRITERIA FOR RANKING APPLICATIONS FOR COMMUNITY AGENCY FUNDING**

WHEREAS, since 1978, the Ingham County Board of Commissioners has provided financial support to various non-profit community organizations that provide a broad range of services for the purpose of advancing the County's adopted long-range objectives; and

WHEREAS, over the years the community agency process has grown to over 30 applicants requesting funding, with total requests of approximately \$300,000 annually; and

WHEREAS, the Ingham County Board of Commissioners desires to make the process of awarding community agency funding efficient and effective; and

WHEREAS, the Ingham County Board of Commissioners desires to continue the Community Agency application process, focusing on the long term goal of assisting Ingham County residents in meeting basic needs.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes the 2012 community agency funding process, with applications for community agency funding to be evaluated based on the extent to which the proposal directly contributes to addressing the County's long-term priority of "Meeting Basic Needs", such as food, clothing, and shelter, or help to provide assistance in obtaining such things as household utilities that are needed by families and individuals.

BE IT FURTHER RESOLVED, the Controller/Administrator is authorized to evaluate, rank, and determine funding levels for each applicant as a recommendation for approval by the Human Services Committee.

BE IT FURTHER RESOLVED, no agency shall receive more than 10% of the total available funding for community agencies in FY 2012.