

CHAIRPERSON
MARK GREBNER

VICE-CHAIRPERSON
DEB NOLAN

VICE-CHAIRPERSON PRO-TEM
DON VICKERS

LAW ENFORCEMENT COMMITTEE
VICTOR CELENTINO, CHAIR
DIANNE HOLMAN
DEBBIE DE LEON
DALE COPEEDGE
RANDY SCHAFFER
VINCE DRAGONETTI

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE LAW ENFORCEMENT COMMITTEE WILL MEET ON THURSDAY, APRIL 14, 2011
AT 7:00 P.M., IN CONFERENCE ROOM A, HUMAN SERVICES BUILDING, 5303 S.
CEDAR, LANSING.

NOTE CHANGE IN TIME AND LOCATION

Agenda

Call to Order

Approval of the [March 31, 2011](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Controller/Administrator's Office

- a. First Quarter 2011 Budget Adjustments and Contingency Fund Update - Resolution Authorizing [Adjustments](#) to the 2011 Ingham County Budget
- b. Resolution Establishing Priorities to Guide the Development of the [2012 Budget](#) and Activities of County Staff
- c. Presentation - 7:30 p.m. - Final Design Plans for the New Ingham County 9-1-1 Consolidated Dispatch Center

Welcome: Victor Celentino, Chairperson, Law Enforcement Committee

Opening Remarks: Peter Cohl, Chairperson, Building Authority

Introductions: John L. Neilsen, Deputy Controller

Presentation: Eric Hackman, AIA Project Manager, Tower Pinkster Titus and Associates, Inc. Chad Riehl, Project Manager, Clark Construction Company

Question and Answer Portion of the Meeting

- d. Resolution to Approve Final Design Plans and Authorizing the Ingham County Building Authority to Proceed with Bid Documents for the Ingham County Consolidated [911 Dispatch Center](#) Project

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

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

LAW ENFORCEMENT COMMITTEE

March 31, 2011

Minutes

Members Present: Victor Celentino, Dianne Holman, Debbie De Leon, Dale Copedge, Randy Schafer, Vince Dragonetti and Board Chairperson Grebner

Members Absent: None

Others Present: Mary Lannoye, Mary Sabaj, Lisa McCormick, Tom Shewchuk and others

The meeting was called to order by Chairperson Celentino at 5:32 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the March 10, 2011 Minutes

The March 10, 2011 Minutes were approved as submitted.

MOTION CARRIED UNANIMOUSLY.

Additions to the Agenda

None.

Limited Public Comment

None.

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

2. Sheriff's Office
 - a. Resolution Supporting Awareness for and Designating April 2011 as Child Abuse Prevention Month
 - b. Resolution Authorizing Participation with the Meridian Township Police Department Youth Alcohol Enforcement Grant
 - c. Resolution Authorizing Participation with the Meridian Township Police Department Highway Safety Grant
3. Prosecuting Attorney's Office - Resolution to Authorize a Grant Subcontract Between the City of Lansing and Ingham County Prosecuting Attorney's Office for the Training and Prosecution of Elder Abuse
4. Controller/Administrator's Office
 - a. Resolution Authorizing a Contract with Van Belkum for a New NICE 911 Recorder System for the Ingham County 911 Centers

- b. Resolution Authorizing Entering into Contract with the City of Lansing for the Public Safety Interoperable Communication (PSIC) Grant Program to Enhance the Ingham County Public Safety Radio Communications System

MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. DRAGONETTI, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY.

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

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

Comm. Holman expressed her concern that the signage should clarify that this is not an official County office. She provided the example of the prior confusion with Eve's signage. Ms. Sabaj stated she would make sure there is no confusion and suggested the title read: Peckham Pathways. Comm. Dragonetti suggested that the lease clearly state that the signage must not be confusing or misleading to the general public. Ms. Lannoye agreed there would be a statement in the lease regarding the signage.

MOTION CARRIED UNANIMOUSLY.

5. Board Referral - Letter from Eaton County Sheriff's Office Regarding Notice that they will Cease Participation with Tri-County Metro as of March 31, 2011

Comm. De Leon asked if there was an idea of what the expectations are once Eaton County pulls out. Comm. Celentino noted an article in the newspaper stating that the Eaton County Undersheriff said that the narcotics squad will respond, although Eaton County may wait longer than it would otherwise. Comm. Schafer expressed his concern of cross jurisdictional work without participation.

The Committee will follow up with any consequences that may occur because of Eaton County's withdraw from participation.

The Board Referral was received and placed on file.

Announcements

Comm. Celentino reminded the Committee that the April 14, 2011 meeting will start at 7:00 p.m. The presentation will start as soon as meeting is complete. Ms. Lannoye stated the presentation would be approximately a half hour with time for questions.

(Board Chairperson Grebner arrived at 5:47 p.m.)

Comm. Copedge stated that on April 21, 2011 he will receive an award from the Boy Scouts. He will email more information to the Commissioners.

Public Comment

None.

The meeting adjourned at approximately 5:48 p.m.

Respectfully submitted,

Julie Buckmaster

**APRIL 14, 2011 LAW ENFORCEMENT AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

The Deputy Controller is recommending approval of the following resolutions:

Controller/Administrator's Office

1a) First Quarter 2011 Budget Adjustments and Contingency Fund Update

This is information on the use of 2011 Contingency Funds to date, no action required.

Resolution Authorizing Adjustments to the 2011 Ingham County Budget

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

1b) Resolution Establishing Priorities to Guide the Development of the 2012 Budget and Activities of County Staff

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

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

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

1c) Presentation – 7:30 p.m.

This portion of the meeting is for a presentation on the Final design plans for the new Ingham County 9-1-1 Consolidated Dispatch Center

Welcome: Victor Celentino, Chairperson, Law Enforcement Committee

Opening Remarks: Peter Cohl, Chairperson, Building Authority

Introductions: John L. Neilsen, Deputy Controller

Presentation: Eric Hackman, AIA Project Manager, Tower Pinkster Titus and Associates, Inc.
Chad Riehl, Project Manager, Clark Construction Company

1d) Resolution to Approve Final Design Plans and Authorizing the Ingham County Building Authority to Proceed with Bid Documents for the Ingham County Consolidated 911 Dispatch Center Project

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

MEMORANDUM

April 8, 2011

TO: Finance and Liaison Committees

FROM: Teri Morton, Budget Director

RE: First Quarter 2011 Budget Adjustments and Contingency Fund Update

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

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

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

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

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

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

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

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

2011 CONTINGENCY

Adopted Contingency Amount	\$431,431
R10-356: Contract for Cost Allocation Software Development	(11,000)
R10-364: Unallocated Community Agency Funding	7,667
Proposed 1 st Quarter Adjustment	(21,076)
Current Contingency Amount	\$407,022

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2011 INGHAM COUNTY BUDGET

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

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

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

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

<u>FUND</u>	<u>DESCRIPTION</u>	<u>2011 BUDGET</u> <u>4/01/11</u>	<u>PROPOSED</u> <u>CHANGES</u>	<u>PROPOSED</u> <u>BUDGET</u>
101	General Fund	\$73,248,381	\$57,425	\$73,305,806
208	Parks	1,749,138	5,700	1,754,838
215	Friend of the Court	4,975,072	923	4,975,995
221	Health	41,922,740	1,647,600	43,570,340
230	Hotel/Motel	1,800,000	942	1,800,942
245	Public Improvements	1,183,122	464,186	1,647,308
256	ROD Automation	478,865	12,716	491,581
258	Potter Park/Zoo	3,515,728	1,272,775	4,788,503
267	Community Corrections	433,926	10,000	443,926
450	Parks Capital	0	2,711,551	2,711,551
508	Parks Enterprise	396,971	18,177	415,148
561	Fair	826,607	942	827,549
631	Building Authority Operating	3,557,193	83,222	3,640,415
664	Mach. & Equip. Revolving	470,919	793,608	1,264,527

GENERAL FUND REVENUES

	2011 Budget – <u>4/01/11</u>	Proposed <u>Changes</u>	2011 Proposed <u>Budget</u>
Tax Revenues			
County Property Tax	42,854,424		42,854,424
Property Tax Adjustments	(450,000)		(450,000)
Delinquent Real Property Tax	25,000		25,000
Unpaid Personal Property Tax	(50,000)		(50,000)
Industrial Facility Tax	394,000		394,000
Trailer Fee Tax	15,000		15,000
Intergovernmental Transfers			
Transfer from Rev. Sh. Res. Fund	5,180,645		5,180,645
State Revenue Sharing	911,329		911,329
Convention/Tourism Tax - Liquor	1,561,077		1,561,077
Health and Safety Fund	9,754		9,754
Use of Fund Balance	1,000,000	56,837	1,056,837
Department Generated Revenue			
Animal Control	597,460		597,460
Circuit Court - Family Division	556,092		556,092
Circuit Court - Friend of the Court	543,238		543,238
Circuit Crt - General Trial	2,222,915		2,222,915
Controller	3,170		3,170
Cooperative Extension	35,000		35,000
County Clerk	715,450		715,450
District Court	2,472,988		2,472,988
Drain Commissioner/Drain Tax	364,400		364,400
Economic Development	314,800		314,800
Elections	37,150		37,150
Emergency Operations	120,582		120,582
Equalization /Tax Mapping	50,100		50,100

Facilities	147,623		147,623
Human Resources	38,686		38,686
Probate Court	277,178		277,178
Prosecuting Attorney	657,416	588	658,004
Register of Deeds	1,545,567		1,545,567
Remonumentation Grant	85,000		85,000
Sheriff	5,306,352		5,306,352
Treasurer	5,283,865		5,283,865
Tri-County Regional Planning	61,740		61,740
Veteran Affairs	360,380		360,380
Total General Fund Revenues	73,248,381	57,425	73,305,806

GENERAL FUND EXPENDITURES

	2011 Budget - <u>4/01/11</u>	Proposed <u>Changes</u>	2011 Proposed <u>Budget</u>
Board of Commissioners	581,148		581,148
Circuit Court - General Trial	7,674,982	6,860	7,814,842
District Court	2,304,475		2,304,475
Circuit Court - Friend of the Court	1,237,959		1,237,959
Jury Board	1,209		1,209
Probate Court	1,387,956		1,387,956
Circuit Court - Family Division	5,068,756		5,068,756
Jury Selection	94,669		94,669
Elections	289,135		289,135
Financial Services	663,328	14,216	677,544
County Attorney	412,220		412,220
County Clerk	616,089		616,089
Controller	813,159		813,159
Equalization/Tax Services	642,835		642,835
Human Resources	523,514		523,514

Prosecuting Attorney	5,639,031	588	5,639,619
Purchasing	207,933		207,933
Facilities	1,978,519		1,978,519
Register of Deeds	445,560		445,560
Remonumentation Grant	85,000		85,000
Treasurer	568,706		568,706
Drain Commissioner	998,116		998,116
Economic Development	346,323		346,323
Community Agencies	179,594		179,594
Equal Opportunity Committee	500		500
Women's Commission	500		500
Historical Commission	500		500
Tri-County Regional Planning	102,900		102,900
Jail Maintenance	282,958		282,958
Sheriff	17,078,375		17,078,375
Community Corrections	73,663		73,663
Animal Control	1,332,984		1,332,984
Emergency Operations	224,075		224,075
Board of Public Works	300		300
Drain Tax at Large	378,000		378,000
Health Department	11,291,874		11,291,874
Medical Examiner	419,617		419,617
Substance Abuse	787,545		787,545
Community Mental Health	1,866,174		1,866,174
Department of Human Services	1,752,470		1,752,470
Tri-County Aging	76,225		76,225
Veterans Affairs	444,866		444,866
Cooperative Extension	597,593	9,237	606,830
Parks and Recreation	1,313,557		1,313,557
Contingency Reserves	428,098	(21,076)	407,022

Legal Aid	20,000		20,000
2-1-1 Project	33,750		33,750
Capital Improvements	1,984,241	47,600	2,031,841
Total General Fund Expenditures	73,248,381	57,425	73,305,806

General Fund Revenues

Prosecuting Attorney	Increase revenue \$588 for a private grant from the Prosecuting Attorneys Association of Michigan to use towards the purchase of supplies promoting Crime Victim Rights Week.
Use of Fund Balance	Increase use of fund balance \$56,837 for reappropriated projects. (\$9,237 for Cooperative Extension and \$47,600 for capital improvements).

General Fund Expenditures

Circuit Court	Increase attorney fee budget \$6,860 for legal representation approved by Resolution 10-392.
Financial Services	Increase budget \$14,216 for county's required contribution to MERS for Capital Area District Library (CADL) employees who were formerly employees of Ingham County.
Prosecuting Attorney	Increase expenses \$588 for a private grant from the Prosecuting Attorneys Association of Michigan to use towards the purchase of supplies promoting Crime Victim Rights Week.
Cooperative Extension	Reappropriate \$9,237 in unspent funds from the Community Development activity to cover portion of VISTA coordinator's wages in 2011. Federal dollars were spent before general fund dollars, leaving a general fund balance to be carried over to the following year.
Contingency	Decrease contingency for county's required contribution to MERS for Capital Area District Library (CADL) employees who were formerly employees of Ingham County (\$14,216) and for Circuit Court attorney fees (\$6,860).
Capital Improvements	Transfer \$47,600 in reappropriated funds to the Health Fund for e-health implementation approved in the 2007 capital budget

Non-General Fund Adjustments

Parks (F208)	Reappropriate funds for web update (\$3,000) and office phones (\$2,700) approved in the 2009 capital budget.
Friend of the Court (F215)	Increase revenues and expenses to purchase replacement laptop. (\$923)

Health (F221)	Recognize book value of vaccine provided by Michigan Department of Public Health to Health Department for children's immunizations (\$1,600,000). Reappropriate funds for e-health implementation (\$47,600) approved in the 2007 capital budget.
Hotel/Motel (F230)	Increase use of fund balance and transfer out to Fair Fund to purchase replacement PC and monitor. (\$942).
Public Improvements (F245)	Reappropriate funds for the following capital improvement projects: parking lot repair (\$21,919) per 2004 capital budget, painting stone at Mason Courthouse (\$78,137) per 2005 capital budget, parking lot repair (\$1,399) per 2006 capital budget, Mason Courthouse heating and cooling (\$42,796), District Court carpet (\$7,610), District Court restroom renovation (\$10,000), Jail door hinges and switches (\$4,754), Hilliard Building chiller renewal (\$40,000), Jail carpet/floor replacement (\$5,768), and Animal Control shelter security camera (\$1,910) per 2008 capital budget, District Court power transfer switch (\$20,500), Jail communication control system (\$173,010), Jail boiler/feed tank (\$28,630), Animal Control public restroom renovation (\$2,886), Parks stone chips, sand and gravel (\$7,077), and Parks beach house roof (\$2,523) per 2010 capital budget, and Jail water management system approved by Resolution 10-368 (\$15,267).
ROD Automation (F256)	Increase use of fund balance to purchase nine replacement PCs and six replacement printers. (\$12,716)
Potter Park/Zoo (F258)	Reappropriate funds for the following capital projects not completed in previous year: rhino project (\$1,031,654) authorized in 2007, outdoor bird holding (\$10,000) and decorative fencing (\$31,496) authorized in 2009, penguin exhibit glass (\$5,000), red panda exhibit renovation (\$10,000), pheasant exhibit renovation (\$5,000), big horn sheep exhibit update (\$30,000), gunnite rock work (\$10,000), plant material (\$6,404), garden program (\$10,000), big barn tuckpointing (\$90,000), reptile exhibit electrical update (\$17,446), birdhouse roof (\$6,335), birdhouse heating modifications (\$4,440), and cell scale (\$5,000) authorized in 2010.
Community Corrections (F267)	Restore subcontract amount for the Community Mental Health Relapse Prevention and Recovery program to \$47,200. Resolution 11-100 reduced amount to \$37,200, but based on new information from the State regarding budget adjustments, the subcontract amount needs to be restored.
Parks Capital (F450)	Reappropriate funds for the following capital projects; Heart of Michigan Trail Lake Lansing South to Park Lake Road (\$829,075) per 2006 capital budget, Heart Of Michigan Trail Park Lake to MSU (\$1,252,230), Hawk Island Tubing Hill (\$150,000), Heart of Michigan Trail - Right of Way Acquisition (\$172,853), and Lake Lansing South fishing dock per 2007 capital budget, Heart of Michigan Trail Jolly Road to Hope Soccer Complex

(\$250,000) per 2008 capital budget, and fishing dock/habitat (\$46,258), roof replacement Lake Lansing Boat Launch (\$7,398), and Lake Lansing South cash registers (\$3,737) per 2010 capital budget.

Parks Enterprise
(F508)

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

Fair
(F561)

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

Bldg Authority Operating
(F631)

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

Mach./Equip. Revolving
(F664)

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

MEMORANDUM

April 8, 2011

TO: Board of Commissioners

FROM: Mary Lannoye, Controller/Administrator

RE: Priorities Guiding 2012 Activities and Budget

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

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

Thank you for your consideration of these priorities as we begin to develop the budget for what promises to be a challenging year. Please contact me if you have any questions.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION ESTABLISHING AREAS OF PRIORITY EMPHASIS
GUIDING 2012 ACTIVITIES AND BUDGET PROCESS**

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

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

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

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

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

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

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

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

~~WHEREAS, the Board of Commissioners can no longer apply “across the board” percentage cuts to each department to cover the projected revenue losses; and~~

~~WHEREAS, the Board of Commissioners must take all this information into consideration when developing areas of priority and areas that may need to be significantly reduced or eliminated to make up for the projected revenue shortfalls in the development process for the 2011 Budget; and~~

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

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

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

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

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

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

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

Promoting Accessible Health Care

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

~~Specific enhancement: Include a financing plan to enable the Ingham Health Plan Corporation, utilizing the Ingham Health Plan and the Ingham County Advantage Program, to continue to provide access to health care at a level at least equal to that being provided in 2008, and to utilize any available matching funds in order to increase~~

~~the number of uninsured county residents being served, with an ultimate goal of providing access to health care for 100% of uninsured county residents.~~

Supporting Public Safety

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

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

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

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

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

Fostering Economic Well Being

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

An Ongoing Capacity for Intergovernmental Collaboration/Cost Effective Delivery of County Services

The Ingham County Board of Commissioners will explore efficiencies through regional cooperation, emphasizing consolidation and service sharing, accountability and transparency, and controlling costs.

Supporting Recreational Opportunities

~~Provide recreational opportunities throughout Ingham County to the extent possible, guided by the County Parks Master Plan, and available resources (internal and external) as they are available.~~

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

Providing Appropriate Sanctions for Adult Offenders

Encourage the use of appropriate sanctions for adults in order to foster appropriate behavior, reduce criminal recidivism, and effectively manage corrections resources, including the jail population by

supporting strategies recommended by the Jail Utilization Coordinating Committee and Community Corrections Advisory Board, including working with community partners, increasing the use of GPS/tethering equipment, maintaining and using a data tracking system that focuses on system volume and trends, supporting appropriate use of probation residential services, facilitating treatment of substance abuse disorders, and continuing the enhancement to Pre -Trial Services to facilitate the identification of appropriate populations for bond recommendations, risk/needs assessments, recommended conditions of release, supervision of felony defendants released on conditional bonds, and initiation of court action for violation of bond conditions.

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

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

Providing Appropriate Treatment and Sanctions for at Risk Juveniles

Continue to maximize use of Juvenile Justice Millage funds to implement the Chinn Study so as to provide the most appropriate community based programming for juvenile offenders.

~~Continue to implement recommendations resulting from the system wide evaluation of programs and placements for delinquent juveniles done by the Center for Criminal Justice Research, and from the development of strategies by the Ingham County/City of Lansing Community Coalition for Youth, utilizing Child Care Funds and Juvenile Justice Millage funds to maintain the juvenile justice system in a manner that is most appropriate for Ingham County in order to foster appropriate behavior, apply appropriate sanctions, and reduce criminal recidivism.~~

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

Promote Environmental Protection and Smart Growth

~~Discuss and implement strategies for fostering appropriate land use and protecting natural resources, such as implementation of a Purchase of Development Rights program, the County's commitment to the Cool Counties~~

~~Climate Stabilization Goal, and other strategies being recommended by the Tri County Growth Study Project. Develop and implement green building strategies for existing and new County facilities.~~

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

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

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

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

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

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

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

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

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

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

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Promoting Accessible Health Care

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

Supporting Public Safety

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

Fostering Economic Well Being

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

An Ongoing Capacity for Intergovernmental Collaboration/Cost Effective Delivery of County Services

The Ingham County Board of Commissioners will explore efficiencies through regional cooperation, emphasizing consolidation and service sharing, accountability and transparency, and controlling costs.

Providing Appropriate Sanctions for Adult Offenders

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

Provide Appropriate Treatment and Sanctions for at Risk Juveniles

Continue to maximize use of Juvenile Justice Millage funds to implement the Chinn Study so as to provide the most appropriate community based programming for juvenile offenders.

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

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

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

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

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

Agenda Item 1d

DATE: April 8, 2011

TO: Law Enforcement Committee
County Services Committee
Finance Committee

FROM: John Neilsen, Deputy Controller

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

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

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

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

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

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

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

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

Please contact me if you have any questions.

Introduced by the Law Enforcement, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

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

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

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

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

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the final design plans as presented for the Ingham County Consolidated 911 Dispatch Center Project as recommended by the Ingham County Building Authority and authorizes the Building Authority to proceed to prepare and release final bid documents.