THE COUNTY SERVICES COMMITTEE WILL MEET ON TUESDAY, APRIL 7, 2015
AT 6:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES
BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order
Approval of the March 17, 2015 Minutes and Closed Session Minutes
Additions to the Agenda
Limited Public Comment

1. Drain Office
   a. Resolution Pledging Full Faith and Credit to Matthew L. Bugbee Drain Drainage District Bonds
   b. Resolution Pledging Full Faith and Credit to Towar Gardens and Branches Drain Drainage District Bonds
   c. Resolution Pledging Full Faith and Credit to Towar Snell Drain Drainage District Bonds

2. Sheriff’s Office - Resolution to Name Sheriff’s Office Training Room B the Deputy Grant Whitaker Training Room

3. Health Department - Resolution to Authorize a Reorganization of the Health Department’s Environmental Health Division Staff and Administrative Structure

4. Facilities Department
   a. Resolution Approving Contract Change Order #4 to the Lease Agreement with the State of Michigan for Space at the Human Services Building (HSB) and Awarding a Contract to Laux Construction to Build a Larger Department of Human Services (DHS) Training Room at the Human Services Building
   b. Resolution Amending the Agreement with Hobbs+Black to Provide Architectural and Engineering (A&E) Services and Approve Schematic Designs for Health Department Renovations to the Human Services Building

5. Economic Development
   a. Resolution Establishing an Ingham County Local Site Remediation Revolving Fund and a Policy for its Funding and Implementation
   b. Resolution Establishing an Application Policy for Inclusion of Private Property in an Ingham County Brownfield Plan and to Establish an Application Fee for the Submission of an Application
6. Purchasing Department - Resolution Authorizing a Three-Year Agreement with Granger Container Inc. for Waste Removal and Recycling Services

7. Road Department
   a. Resolution Authorizing a Contract for Janitorial Services & Supplies for the Ingham County Road Department
   b. Resolution to Approve a First Party Construction Contract with Hoffman Brothers, Inc., a Second Party Agreement with the Michigan Department of Transportation and a Third Party Agreement with Jackson National Life Insurance in Relation to a Road Reconstruction Project for Okemos Road from South of Sandhill Road to the I-96 Interchange
   c. Resolution to Approve a Second Party Agreement Between the Michigan Department of Transportation and the Ingham County Road Department in Relation to State Funded Bridge Projects Located at Meech Road Over Doan Creek, Holt Road Over Doan Creek, Clark Road Over Deer Creek - MDOT Contract No. 15-5001
   d. Resolution to Authorize Approval of the Final Plat of Meadow Ridge No. 6
   e. Resolution to Authorize a Construction Contract with Smith’s Waterproofing, LLC
   f. Resolution to Approve the Special and Routine Permits for the Ingham County Road Department

8. Controller’s Office - Resolution Authorizing Adjustments to the 2015 Ingham County Budget

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.
COUNTY SERVICES COMMITTEE
March 17, 2015
Draft Minutes

Members Present: Celentino, Bahar-Cook, Banas, Crenshaw, Hope, and Maiville

Members Absent: Koenig

Others Present: Treasurer Eric Schertzing, Tim Dolehanty, Maureen Winslow, Richard Gentry, Mike Ashton, Frank Chain, Stacy Byers, Doug Stover, Travis Parsons, Robert Peterson, Becky Bennett, Ryan Buck and others

The meeting was called to order by Chairperson Celentino at 6:00 p.m. in Personnel Conference Room “D & E” of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan.

Approval of the March 3, 2015 Minutes

MOVED BY COMM. HOPE, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE MINUTES OF THE MARCH 3, 2015 MEETING. Absent: Commissioner Koenig.

The minutes were amended as follows:

Commissioner Banas stated she had attended a New Commissioner Workshop where the issue was discussed informally. She further stated that the issue was not part of the formal agenda.

This was considered a friendly amendment.

THE MOTION, AS AMENDED, CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

Additions to the Agenda

8. Potter Park Zoo - Resolution Authorizing a Contract to Laux Construction to Build a New Red Panda Exhibit

9. Resolution Honoring Michigan State University’s Sexual Assault Awareness Program on the Event of Their 35th Anniversary

10. Controller/Administrator’s Office - Resolution to Engage Independent Bond Counsel

Substitutes -

3. Innovation & Technology (IT) Department
b. Resolution Authorizing the Purchase of Six (6”) Ortho Photography from the 2015 Tri-County Regional Planning Commission Contract of Digital Aerial Imagery of Ingham County
4. Farmland & Open Space Preservation Board – Resolution Approving the Farmland and Open Space Preservation Board’s (FOSP) Recommended Selection Criteria (Scoring System) for the 2015 Farmland and Open Space Application Cycles and Approving the FOSP Board to Host a 2015 Application Cycle

7. Human Resources
   a. Resolution Approving the Letter of Understanding with the Fraternal Order of Police, Capital City Lodge No. 141 – Corrections Unit Regarding Vacation Maximum Accumulation (Materials Available at Meeting)

Pull from Agenda -

6. Road Department
   e. Resolution to Approve a Second Party Agreement Between the Michigan Department of Transportation and the Ingham County Road Department in Relation to State Funded Bridge Projects Located at Meech Road Over Doan Creek, Holt Road Over Doan Creek, Clark Road Over Deer Creek – MDOT Contract No. 15-5001

Limited Public Comment

None.

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ACTION ITEMS:

1. Treasurer
   a. Resolution to Provide Funding for Low Income Tax Preparation
   b. Resolution Authorizing Ingham County Land Bank to Join Ingham County’s Self-Insured Dental and Vision Plan for the Purchase of Dental and Vision Insurance Coverage for Land Bank Employees

3. Innovation & Technology (IT) Department
   b. Resolution Authorizing the Purchase of Six (6”) Ortho Photography from the 2015 Tri-County Regional Planning Commission Contract of Digital Aerial Imagery of Ingham County
   c. Resolution Authorizing the Purchase of a Replacement Dell Blade Chassis System for the Virtual Server Environment

5. Equalization
   a. Resolution Approving Entering into a Grant with the Michigan Department of Licensing and Regulatory Affairs and Appointing Douglas A. Stover as County Grant Administrator for the 2015 Remonumentation Project
   b. Resolution to Contract with Ronnie M. Lester as County Representative for the Ingham County Monumentation and Remonumentation Project in 2015

d. Resolution to Appoint Anthony Bumstead, David Clifford, Ronald Enger, Gilbert Barish, David Van Denberghe, David Lohr, Brian Reynolds and Greg Vaughn, as Peer Review Group Members for the 2015 Ingham County Remonumentation Project

6. Road Department
   a. Resolution to Approve the Special and Routine Permits for the Ingham County Road Department
   c. Resolution to Approve Proposed 2015 Ingham County Bridge Funding Applications for Submission to the Local Bridge Program Manager

7. Human Resources
   a. Resolution Approving the Letter of Understanding with the Fraternal Order of Police, Capital City Lodge No. 141 – Corrections Unit Regarding Vacation Maximum Accumulation (Materials Available at Meeting)

9. Resolution Honoring Michigan State University’s Sexual Assault Awareness Program on the Event of Their 35th Anniversary

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

2. Circuit Court/Family Division - Resolution Authorizing a Contract with Therapy Dogs International and Amending the Ingham County Pet in the Workplace Policy

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. HOPE, TO APPROVE THE RESOLUTION AUTHORIZING A CONTRACT WITH THERAPY DOGS INTERNATIONAL AND AMENDING THE INGHAM COUNTY PET IN THE WORKPLACE POLICY.

Commissioner Crenshaw asked whether Therapy Dogs International had a cadre of therapy dogs that would be utilized or whether it would just be a single therapy dog.

Maureen Winslow, Deputy Court Administrator - Juvenile Division, stated that they had one particular therapy dog in mind that would work with the juveniles, however they were open to utilizing other certified therapy dogs as well.

(3)
Commissioner Crenshaw asked whether the County was going to assume the liability exposure.

Tim Dolehanty, Controller/Administrator, answered yes.

Commissioner Bahar-Cook asked whether the County should contact its insurer to purchase a policy rider to cover an incident.

Mr. Dolehanty stated that the County would be liable for the first $150,000 of an incident as the County’s insurance policy sat.

There was a discussion about the possibility liability surrounding this resolution.

Ms. Winslow stated that use of a therapy dog was designed to be an incentive for the juvenile. She further stated that it was also designed to have a calming effect.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

3. Innovation & Technology (IT) Department
   a. Discussion Regarding a General Overview of Projects and Current Status

Mike Ashton, Chief Information Officer addressed the Committee and provided an update on the progression of projects and the status of the IT Department.

Mr. Ashton provided an update the County’s SAN storage capacity. He further stated that there was growth in consumption of the capacity. Mr. Ashton stated that there was more growth than expected due to the use of video in the Sheriff’s vehicles and also the move into high definition video.

Mr. Ashton stated that he would be working with the Finance Committee and the Budget Office to address the storage capacity issue.

Mr. Ashton provided statistics for what the IT Department supports today, including software, hardware, networking, cyber attack intervention and prevention, and other IT-related items.

Mr. Ashton introduced Frank Chain, IT Project Manager, to the Committee.

Commissioner Bahar-Cook asked whether there were concerns about cyber attacks in the County.

Mr. Ashton answered that the private sector was a greater target, however the County was at average risk when compared to other entities. He stated that the number of attacks was not unusual.

Mr. Ashton addressed the issue of faxing. He stated that they continue to work with the RightFax vendor and that would be continued email exchanges between the RightFax vendor, the multiple carriers it uses, and the IT Department. Mr. Ashton stated that were were issues in the carriers in
the Chicago and Los Angeles areas. He further stated that our vendor, Comlink, was working with the IT Department and the RightFax vendor. Mr. Ashton stated that there was a three hour time zone difference with Comlink so sometimes it was difficult to get things started with them. He further stated that the IT Department had improved on faxing, but they were not where they wanted. Mr. Ashton stated that today, there were six failed faxes across the County. He further stated there were 200 faxes sent out.

Mr. Ashton stated that they working at increasing efficiency in the faxing system. He provided the example that some departments and divisions were allowed to utilize the analog stand-alone units to transmit faxes.

Mr. Ashton stated that there was a big switch from analog to digital that was occurring. He further stated that because of this, it might not always be our system that is causing the issue, but rather the other end.

Mr. Ashton stated that there were training opportunities that were coming up.

Chairperson Celentino asked whether these opportunities were being communicated to the departments.

Mr. Ashton stated that they were bundling all the information together and performing tests before they communicated training opportunities to the departments.

Commissioner Hope asked whether the IT Department was working on an RFP to replace the Granicus system.

Mr. Ashton stated that they had a meeting with Granicus and Carousel today. He further stated that they went over the specifications of the Granicus system and the options that the Carousel system could offer.

Chairperson Celentino asked when a new or updated system would be put in place.

Mr. Ashton stated that he had a meeting scheduled for Monday with the County Clerk’s Office and the Board of Commissioners Office to go over options. He further stated that they had a meeting scheduled with Granicus on Tuesday.

Commissioner Bahar-Cook asked whether a Granicus fix would solve many of the issues that the County Clerk had expressed. She further asked whether there were continued discussions to address the other issues that the County Clerk had expressed.

Mr. Ashton stated that that there were some issues with the hardware in this building. He further stated that the system had functioned as it was supposed to in the Board of Commissioners Room.

Commissioner Bahar-Cook asked whether meetings continued to occur to address the issues that were expressed such as what had happened on Election Day.
Mr. Ashton stated that we did not really have any issues in the November election. He further stated that we added more cushion room on the server. Mr. Ashton stated that they were working with the County Clerk’s Office for the upcoming May election.

Mr. Ashton stated that our server system was pretty solid.

Commissioner Bahar-Cook asked whether conversations were ongoing with the County Clerk’s Office.

Mr. Ashton answered yes.

Mr. Ashton provided an update on the progress projects. He further stated that the next big project was the 9-1-1 Center.

4. Farmland & Open Space Preservation Board – Resolution Approving the Farmland and Open Space Preservation Board’s (FOSP) Recommended Selection Criteria (Scoring System) for the 2015 Farmland and Open Space Application Cycles and Approving the FOSP Board to Host a 2015 Application Cycle

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE RESOLUTION APPROVING THE FARMLAND AND OPEN SPACE PRESERVATION BOARD’S (FOSP) RECOMMENDED SELECTION CRITERIA (SCORING SYSTEM) FOR THE 2015 FARMLAND AND OPEN SPACE APPLICATION CYCLES AND APPROVING THE FOSP BOARD TO HOST A 2015 APPLICATION CYCLE.

Commissioner Bahar-Cook asked whether the application had changed from prior years.

Stacy Byers, FOSP Board Director, answered no.

Commissioner Bahar-Cook asked whether in considering points for part five, would parks or trails would be considered undeveloped land.

Ms. Byers answered yes.

Commissioner Banas asked for an overview of how the criteria developed.

Ms. Byers stated that their focus was to develop objective criteria to find the highest and best use for particular farmland. She provided an overview of each of the criteria’s development.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

6. Road Department
   b. Resolution to Approve Conveyance of an Easement to Michigan State University Adjacent to Hagadorn Road for a Proposed State Building Authority Grant
MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE RESOLUTION TO APPROVE CONVEYANCE OF AN EASEMENT TO MICHIGAN STATE UNIVERSITY ADJACENT TO HAGADORN ROAD FOR A PROPOSED STATE BUILDING AUTHORITY GRANT.

Commissioner Bahar-Cook asked where this easement was located.

Robert Peterson, Engineering Director – Road Department, stated that it would be a ten foot wide strip of land that ran along Hagadorn Road in East Lansing.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

8. Potter Park Zoo - Resolution Authorizing a Contract to Laux Construction to Build a New Red Panda Exhibit

MOVED BY COMM. HOPE, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE RESOLUTION AUTHORIZING A CONTRACT TO LAUX CONSTRUCTION TO BUILD A NEW RED PANDA EXHIBIT.

Sherrie Graham, Potter Park Zoo Director, addressed the Committee.

Commissioner Maiville asked why this was a late item given it contained so much information.

Ms. Graham stated that the person who usually submitted resolutions for consideration had a death in the family and did not timely submit the resolution.

They was a discussion about using Laux Construction.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

10. Controller/Administrator’s Office - Resolution to Engage Independent Bond Counsel

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE RESOLUTION TO ENGAGE INDEPENDENT BOND COUNSEL.

Mr. Dolehanty stated that the Drain Commissioner was planning to come to the Board of Commissioners to request that the board pledge the County’s full faith and credit for a drain project located in Lansing Township. He further stated that having an independent review by a bond attorney would go far in identifying risks to the County.

Discussion.

Commissioner Hope asked whether the entire drainage district in this case was located in Lansing Township.
Mr. Dolehanty answered yes.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

7. Human Resources
   b. Collective Bargaining Update (Closed Session)

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. BANAS, TO MOVE INTO A CLOSED SESSION AT APPROXIMATELY 6:41 P.M. FOR THE PURPOSES OF A COLLECTIVE BARGAINING UPDATE.

THE MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE. Yeas: Celentino, Bahar-Cook, Banas, Crenshaw, Hope and Maiville Nays: None Absent: Koenig

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. CRENSHAW, TO ADJOURN THE CLOSED SESSION AND RE-ENTER OPEN SESSION AT APPROXIMATELY 6:56 P.M.

THE MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE. Yeas: Celentino, Bahar-Cook, Banas, Crenshaw, Hope and Maiville Nays: None Absent: Koenig

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at approximately 6:56 p.m.
ACTION ITEMS:
The Controller/Administrator recommends approval of the following resolutions:

1a. **Drain Commissioner** - Resolution Pledging Full Faith and Credit to Matthew L. Bugbee Drain Drainage District Bonds

The Drain Commissioner has asked that the Board of Commissioners grant full faith and credit of Ingham County to refinance bonds for the Matthew L. Bugbee Drain project. A pledge of full faith and credit helps to obtain a lower interest rate on the debt, resulting in lower costs for the municipalities and property owners of the drainage district who are liable to pay for the project. Bonds are typically not subject to early redemption for 10 years, and with that 10 year mark having been reached, it is now possible to refinance those bonds issues through the issuance of refunding bonds by the drainage district. Because of low interest rates currently available in the bond market, the registered municipal advisor to the drainage districts, Stauder, Barch Associates, Inc. estimated that a refunding may provide significant savings estimated to be 5.81% of the prior bonds, with the net present value savings estimated to be $56,347.84.

1b. **Drain Commissioner** - Resolution Pledging Full Faith and Credit to Towar Gardens and Branches Drain Drainage District Bonds

The Drain Commissioner has asked that the Board of Commissioners grant full faith and credit of Ingham County to refinance bonds for the Towar Gardens and Branches Drain project. A pledge of full faith and credit helps to obtain a lower interest rate on the debt, resulting in lower costs for the municipalities and property owners of the drainage district who are liable to pay for the project. Bonds are typically not subject to early redemption for 10 years, and with that 10 year mark approaching, it is now possible to refinance those bonds issues through the issuance of refunding bonds by the drainage district. Because of low interest rates currently available in the bond market, the registered municipal advisor to the drainage districts, Stauder, Barch Associates, Inc. estimated that a refunding may provide significant savings estimated to be 8.03% of the prior bonds, with the net present value savings estimated to be $345,088.24.

1c. **Drain Commissioner** - Resolution Pledging Full Faith and Credit to Towar Snell Drain Drainage District Bonds

The Drain Commissioner has asked that the Board of Commissioners grant full faith and credit of Ingham County to refinance bonds for the Towar Snell Drain project. A pledge of full faith and credit helps to obtain a lower interest rate on the debt, resulting in lower costs for the municipalities and property owners of the drainage district who are liable to pay for the project. Bonds are typically not subject to early redemption for 10 years, and with that 10 year mark approaching, it is now possible to refinance those bonds issues through the issuance of refunding bonds by the drainage district. Because of low interest rates currently available in the bond market, the registered municipal advisor to the drainage districts, Stauder, Barch Associates, Inc. estimated that a refunding may provide significant savings estimated to be 7.34% of the prior bonds, with the net present value savings estimated to be $81,460.26.
2. **Sheriff’s Office** - Resolution to Name Sheriff’s Office Training Room B the Deputy Grant Whitaker Training Room

This resolution will approve renaming Training Room B, the Deputy Grant Whitaker Training room. This is to honor Deputy Grant Whitaker and to keep his memory alive after tragically losing his life in the line of duty last December. There is precedent for this, the Sgt. Paul Cole room was also named in his honor after the same circumstances.

3. **Health Department** - Resolution to Authorize a Reorganization of the Health Department’s Environmental Health Division Staff and Administrative Structure

This resolution reorganizes the Health Department’s Environmental Health Division as follows:

<table>
<thead>
<tr>
<th>Current</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vacant Deputy EH Director</td>
<td>Eliminated</td>
</tr>
<tr>
<td>Vacant Sanitarian III (San III)</td>
<td>1 Sanitarian I (San I)</td>
</tr>
<tr>
<td>.5 FTE Health Programs Assistant (HPA) UAW C</td>
<td>1.0 FTE Community Health Rep. II (CHR II) UAW D</td>
</tr>
<tr>
<td>.75 Environmental Health Specialist (EHS) ICEA PRO 4</td>
<td>1.0 FTE Sanitarian I (San I) ICEA PRO 6</td>
</tr>
<tr>
<td>3 Environmental Health Specialists (EHS) ICEA PRO 4</td>
<td>3 Sanitarian I (San I) ICEA PRO 6</td>
</tr>
<tr>
<td>3 Sanitarian I (San I) ICEA PRO 6</td>
<td>3 Sanitarian II (San II) ICEA PRO 8</td>
</tr>
<tr>
<td>1 Sanitarian I (San I) ICEA PRO 6</td>
<td>Health Analyst ICEA PRO 7</td>
</tr>
<tr>
<td>1 Tobacco Reduction Program Specialist</td>
<td>Updated job description, no change in union or grade</td>
</tr>
<tr>
<td>Sanitarian III, Planned Programs Supervisor</td>
<td>Food and Facilities Supervisor, no change in union or grade</td>
</tr>
<tr>
<td>Sanitarian III, Demand Programs Supervisor</td>
<td>Land and Water Program Supervisor, no change in union or grade</td>
</tr>
<tr>
<td>Sanitarian III, Toxicologist</td>
<td>Prevention and Response Program Supervisor, no change in union or grade</td>
</tr>
</tbody>
</table>

The long-term cost of this reorganization is $7,938.

4a. **Facilities Department** - Resolution Approving Contract Change Order #4 to the Lease Agreement with the State of Michigan for Space at the Human Services Building (HSB) and Awarding a Contract to Laux Construction to Build a Larger Department of Human Services (DHS) Training Room at the Human Services Building

This resolution awards contract to Laux Construction, LLC to build a larger DHS Training room at the HSB. The project cost will not exceed $62,642, and the County will be reimbursed through rent payments as required in the lease agreement.

4b. **Facilities Department** - Resolution Amending the Agreement with Hobbs+Black to Provide Architectural and Engineering (A&E) Services for Health Department Renovations to the Human Services Building

This resolution increases the total cost of the agreement with Hobbs and Black to provide A&E services for HSB renovations. The new cost of the agreement is $67,504.90. The resolution also approves schematic designs for the renovations as required by Resolution #14-221.
5a. **Economic Development Department** - Resolution Establishing an Ingham County Local Site Remediation Revolving Fund and a Policy for its Funding and Implementation

The Ingham County Brownfield Redevelopment Authority (ICBRA) requests the Ingham County Board of Commissioners establish a Local Site Remediation Revolving Fund (LSRRF), as permitted by the Brownfield Redevelopment Financing Act. The LSRRF is a financing tool that can be used to provide loans to developers to finance eligible activities as defined in the statute. The ICBRA recommended establishing a LSRRF to provide a local tool to facilitate the cleanup and redevelopment of Brownfield sites throughout the County. A loan from this fund is in essence providing the developer an advance on the tax increment reimbursement they would be eligible for in an approved brownfield plan. It will take several years for the LSRRF to accumulate enough funds to begin providing loans.

5b. **Economic Development Department** - Resolution Establishing an Application Policy for Inclusion of Private Property in an Ingham County Brownfield Plan and to Establish an Application Fee for the Submission of an Application

The ICBRA has recommended approval of a resolution to establish a Brownfield Plan Application Policy and Application Fee. The Authority believes it is appropriate to formalize the process for submission of plans to the ICBRA. This process also establishes criteria to be used to review the plans to insure consistency in the review process. A fee of $1,500 is also proposed to offset the cost of processing and reviewing an application and monitoring the Brownfield Plan after approval.

6. **Purchasing Department** - Resolution Authorizing a Three-Year Agreement with Granger Container Inc. for Waste Removal and Recycling Services

The Purchasing Department proposed a resolution to authorize a contract with Granger Container Inc. for waste and recycling services at various County facilities. County policy requires that the Facilities Department obtain the services of an appropriate business or agency which will be responsible for the removal and processing of collected recyclables. The total value of the proposed contract is $70,272 annually, excluding costs for additional roll-off dumpsters which are used by departments on an as-needed basis.

7a. **Road Department** - Resolution Authorizing a Contract for Janitorial Services & Supplies for the Ingham County Road Department

The Road Department recommends approval of a 15-month contract with Boling Janitorial in an amount not to exceed $52,710.00. The contractor will provide cleaning services three times per week, as well as cleaning supplies. Boling Janitorial is a local vendor and offered the lowest responsive cost proposal. An effort is under way to consolidate janitorial services for all county departments beginning on August 1, 2016.

7b. **Road Department** - Resolution to Approve a First Party Construction Contract with Hoffman Brothers, Inc., a Second Party Agreement with the Michigan Department of Transportation and a Third Party Agreement with Jackson National Life Insurance in Relation to a Road Reconstruction Project for Okemos Road from South of Sandhill Road to the I-96 Interchange
The Road Department recommends approval of a construction contract with Hoffman Brothers, Inc. for reconstruction of Okemos Road from Holt Road to I-96 and Sandhill Road at its intersection with Okemos Road for a total estimated cost of $2,789,438.05. Funding for this project is provided as follows:

- State of Michigan $2,573,040
- Jackson National Life $110,182
- Road Department $106,216

The resolution also seeks a second party agreement with State of Michigan/MDOT to secure the Transportation Economic Development Fund, Category A funds, to define Road Department responsibilities, and to administer the construction contract on MDOT’s behalf. A third party agreement with Jackson National Life Insurance is also required to set forth project engineering requirements.

7c. **Road Department** - Resolution to Approve a Second Party Agreement Between the Michigan Department of Transportation and the Ingham County Road Department in Relation to State Funded Bridge Projects Located at Meech Road Over Doan Creek, Holt Road Over Doan Creek, Clark Road Over Deer Creek – MDOT Contract No. 15-5001

The Road Department recommends approval of an agreement with the State of Michigan/MDOT to effect rehabilitation and preventative maintenance work on the Meech Road Bridge over Doan Creek, the Holt Road Bridge over Doan Creek, and the Clark Road Bridge over Deer Creek for a total estimated cost of $577,000. Funding sources for this project include $471,960 in state Local Bridge Program funding and $105,040 from the Road Department.

7d. **Road Department** - Resolution to Authorize Approval of the Final Plat of Meadow Ridge No. 6

The Meadow Ridge Preliminary Plat is a 168 unit single-family subdivision located south of Holt Road, east of Kahres Road and west of Washington Road, in Delhi Township. Although there is no public road right-of-way associated with this plat, the proprietor has asked, and Ingham County, on behalf of the Road Department, is obligated to grant, approval of the final plat for Meadow Ridge No. 6, which contains 11 lots. The Road Department seeks approval of a resolution to authorize the Board Chair to certify approval of the Final Plat of Meadow Ridge No. 6.

7e. **Road Department** - Resolution to Authorize a Construction Contract with Smith’s Waterproofing, LLC

The Road Department requests approval of a resolution to enter into an agreement with Smith’s Waterproofing, LLC to apply penetrating epoxy bridge deck healer-sealer to the Hagadorn Road Bridge over the Red Cedar River located just south of the M-43 (Grand River Avenue) in Meridian Township. This project consists of placing traffic control, deck surface preparation, healer-sealer application, clean-up, and traffic control removal. Work will be performed while maintaining traffic in both directions across the bridge and allowing complete usage of the northbound center left turn lane at the Hagadorn Road / M-43 intersection. After rejecting the apparent low bid because of a serious flaw in their traffic control scheme, the Road Department recommends that Smith’s Waterproofing, LLC be awarded a unit price construction contract to perform the work for an estimated cost of $19,361.
7f. **Road Department** - Resolution to Approve the Special and Routine Permits for the Ingham County Road Department

The Ingham County Board of Commissioners periodically approves special and routine permits submitted by the Road Department as necessary.

8. **Controller’s Office** - Resolution Authorizing Adjustments to the 2015 Ingham County Budget

This resolution authorizes adjustments to the Ingham County budget for the first quarter of fiscal year 2015. The total increase to the General Fund is $113,662. Also included is an update of contingency fund spending so far this year. The current contingency amount is $228,307.
Memo to County Services Committee and Finance Committee

From: Patrick E. Lindemann, Ingham County Drain Commissioner

Re: Refunding Bonds for the Towar Snell Drain Drainage District (“Towar Snell”) the Towar Gardens and Branches Drain Drainage District (“Towar Gardens”) and the Matthew L. Bugbee Drain Drainage District, formerly known as the Auctioneer Drain, Webberville Industrial Park Branch County Drain Drainage District (“Bugbee”)

March 24, 2015

I am requesting that the Board of Commissioners grant full faith and credit of the County for bonds that will refinance bonds that were issued in 2005 by the Towar Snell and Towar Gardens Drain drainage districts and 2003 by the Bugbee drainage district (known by its former name at the time). The original bonds were issued to finance drain projects constructed by these drainage districts at those times. Bonds are typically not subject to early redemption for 10 years, and with that 10 year mark approaching or having been reached in the case of Bugbee, it is now possible to refinance those bonds issues through the issuance of refunding bonds by these drainage districts. Due to the low interest rates currently available in the bond market, the registered municipal advisor to the drainage districts, Stauder, Barch Associates, Inc. (“Stauder Barch”) is estimating that a refunding may provide significant savings. In the case of Bugbee’s bonds, the savings is estimated to be 5.81% of the prior bonds, with the net present value savings estimated to be $56,347.84. For Towar Snell’s bonds the savings is estimated at 7.34% of the prior bonds, with net present value savings of $81,460.26. The estimate for the Towar Gardens’ bonds is 8.03% of the prior bonds, with a net present value savings of $345,088.24 (these savings are higher because the outstanding principal amount is larger on this bond issue).

Savings on all three of these refunding bonds is projected to be well above the industry standard for moving forward with the issuance of refunding bonds and Stauder Barch is recommending that the drainage districts proceed with these refundings at this time.

The savings that are projected for these refunding bonds is net of issuance costs and is the present value of the savings to the date of issuance. The projections provided by Stauder Barch are projections and actual savings will be determined at the time the bonds are sold. If bids received by the drainage districts at the time of sale do not produce an acceptable amount of savings, the drainage districts can reject the bids and decide not to proceed with the refunding bonds.

The existing bonds already have the County’s full faith and credit pledged to them, so these refunding bond issues will merely replace bonds which already have the County’s existing pledge. It is necessary for the County to extend its full faith and credit pledge in order to obtain the rates that have been projected and to achieve these savings.
Since both the County and the County Department of Roads pay a portion of the assessments for each of these bond issues, the savings achieved through a refunding will lower costs for the County as well as the municipalities and property owners of the drainage district who are liable to pay for the projects.

The municipalities with benefits at-large for the Towar Snell bonds are the City of East Lansing and the Charter Township of Meridian, for the Towar Gardens bonds it is the Charter Township of Meridian and for the Bugbee bonds it is the Village of Webberville.

I plan to attend your Committee meetings on April 7 and April 8, and the Board meeting on April 14, if necessary, to answer questions. Thank you for your consideration of my request.

It is an honor and a privilege to serve the citizens of Ingham County.
<table>
<thead>
<tr>
<th>Payment Year</th>
<th>Principal Due</th>
<th>Interest Due</th>
<th>Rate</th>
<th>Due Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014</td>
<td>$0.00</td>
<td>$0.00</td>
<td>3.00%</td>
<td>$0.00</td>
</tr>
<tr>
<td>2015</td>
<td>$105,000.00</td>
<td>$3,150.00</td>
<td>4.00%</td>
<td>$108,150.00</td>
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<tr>
<td>2016</td>
<td>$110,000.00</td>
<td>$3,300.00</td>
<td>4.00%</td>
<td>$113,300.00</td>
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<td>4.00%</td>
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</tr>
<tr>
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<td>4.00%</td>
<td>$108,150.00</td>
</tr>
<tr>
<td>2020</td>
<td>$110,000.00</td>
<td>$3,300.00</td>
<td>4.00%</td>
<td>$113,300.00</td>
</tr>
<tr>
<td>2021</td>
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**Bonds to be refunded**

<table>
<thead>
<tr>
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<th>Principal Due</th>
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<tr>
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<td>4.00%</td>
<td>$113,300.00</td>
</tr>
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**Present Value Analysis**

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<tr>
<th>Bond Years</th>
<th>Average Life</th>
<th>Effective Interest Cost</th>
<th>True Interest Cost</th>
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<tr>
<td>2015</td>
<td>5.02</td>
<td>3.0216%</td>
<td>3.0216%</td>
<td>3.00%</td>
</tr>
<tr>
<td>2003</td>
<td>5.02</td>
<td>3.0216%</td>
<td>3.0216%</td>
<td>3.00%</td>
</tr>
</tbody>
</table>

**Present Value of Refunded Bonds** = $1,064,313.69

**Less Present Value of Refunding Bonds** = $1,027,065.85

**Net Present Value Savings** = $57,247.84

**Percent of Current Issue** = 5.31%

**Percent of Previous Issue** = 5.31%
Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION PLEDGING FULL FAITH AND CREDIT TO MATTHEW L. BUGBEE DRAIN DRAINAGE DISTRICT BONDS**

Resolution # ________

Minutes of a regular meeting of the Board of Commissioners of Ingham County, Michigan, held in the Ingham County Courthouse, Mason, Michigan, on April 14, 2015, at 6:30 p.m., local time.

PRESENT: Commissioners ____________________________________________

ABSENT: Commissioners ____________________________________________

The following resolution was offered by Commissioner _____________ and supported by Commissioner: ____________:

WHEREAS, proceedings have previously been taken under the provisions of Act 40, Public Acts of Michigan, 1956, as amended (the “Act”), for the making of certain intra-county drain improvements referred to as the Auctioneer Drain, Webberville Industrial Park Branch County Drain Project (the “Project”), which was undertaken by the Auctioneer Drain, Webberville Industrial Park Branch County Drain Drainage District (the “Auctioneer Drainage District”) in a Special Assessment District (the “Special Assessment District”) established by the Drainage District; and

WHEREAS, in order to provide funds to pay the costs of the Project, the Auctioneer Drainage District issued its 2003 Auctioneer Drain, Webberville Industrial Park Branch County Drain Drainage District Bonds (General Obligation Limited Tax) (the “Prior Bonds”) in the original aggregate principal amount of $2,155,000 pursuant to the Act; and

WHEREAS, the principal of and interest on the Prior Bonds is payable from assessments made upon public corporations and/or benefited properties in the Special Assessment District; and

WHEREAS, by Order of the Ingham County Drain Commissioner, issued on July 9, 2007, the name of the Auctioneer Drainage District was changed to the Matthew L. Bugbee Drain Drainage District (the “Drainage District”); and

WHEREAS, the Drainage District has received a savings report from Stauder, Barch Associates, Inc., that shows that refunding all or a portion of the Prior Bonds may provide a net present value savings with respect to the debt service on the Prior Bonds; and

WHEREAS, the Drainage District intends to issue refunding bonds in the amount of not to exceed $970,000 (the “Refunding Bonds”) in order to refund the Prior Bonds; and
WHEREAS, the Ingham County Board of Commissioners (the “Board”) may, by resolution adopted by a majority of the members of the Board, pledge the full faith and credit of the County for the prompt payment of the principal of and interest on the Bonds pursuant to Section 276 of the Act; and

WHEREAS, the pledge of the full faith and credit of the County to the Refunding Bonds will provide a net interest cost savings and will be a benefit to the County and the people of the County.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The County pledges its full faith and credit for the prompt payment of the principal of and interest on the Refunding Bonds in a par amount not to exceed $970,000. The County shall immediately advance sufficient moneys from County funds, as a first budget obligation, to pay the principal of and interest on any of the Refunding Bonds should the Drainage District fail to pay such amounts when due. The County shall, if necessary, levy a tax on all taxable property in the County, to the extent other available funds are insufficient to pay the principal of and interest on the Refunding Bonds when due.

2. Should the County advance County funds pursuant to the pledge made in this Resolution, the amounts shall be repaid to the County from assessments or reassessments made upon benefited properties in the Special Assessment District as provided in the Act.

3. The Chairperson of the Board, the County Clerk, the County Treasurer and any other official of the County, or any one or more of them (“Authorized Officers”), are authorized and directed to take all actions necessary or desirable for the issuance of the Refunding Bonds and to execute any documents or certificates necessary to complete the issuance of the Refunding Bonds, including, but not limited to, any applications including the Michigan Department of Treasury, Application for State Treasurer’s Approval to Issue Long-Term Securities, any waivers, certificates, receipts, orders, agreements, instruments, and any certificates relating to federal or state securities laws, rules, or regulations and to participate in the preparation of a preliminary official statement and a final official statement for the Refunding Bonds and to sign such documents and give any approvals necessary therefor.

4. Any one of the Authorized Officers is hereby authorized to execute a certificate of the County to comply with the continuing disclosure undertaking of the County with respect to the Refunding Bonds pursuant to paragraph (b)(5) of SEC Rule 15c2-12 issued under the Securities Exchange Act of 1934, as amended, and amendments to such certificate from time to time in accordance with the terms of such certificate (the certificate and any amendments thereto are collectively referred to herein as the “Continuing Disclosure Certificate”). The County hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate.

5. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded to the extent of the conflict.

YEAS: Commissioners

NAYS: Commissioners

ABSTAIN: Commissioners

COUNTY SERVICES:

Yeas: ___________________________ Absent: ___________________________ Approved: ___________________________
FINANCE:

Yeas: __________________________ Absent: ______________ Approved: __________________

Nays: __________________________

RESOLUTION DECLARED ADOPTED.

_____________________________________
Barb Byrum, Clerk
County of Ingham
I, Barb Byrum, the duly qualified and acting Clerk of Ingham County, Michigan (the “County”) do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a meeting held on April 14, 2015, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267 of the Public Acts of Michigan of 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my signature this 14th day of April, 2015.

Barb Byrum, Clerk
County of Ingham
### 2015 DRAIN REFUNDING BONDS

**Present Value Analysis**

- **Ratio**: 2.13%
- **Present Value of Refunding Bonds**: $4,742,552.38
- **Less Present Value of Refunding Bonds**: ($4,397,866.14)
- **Gross Present Value Savings**: $344,686.24
- **Plus Accrued Interest**: $0.00
- **Less Initial Transfer Amount**: $0.00
- **Excess Contingency**: $0.00
- **Net Present Value Savings**: $344,686.24
- **Percent of Current Issue**: 8.00%
- **Percent of Previous Issue**: 5.00%

**Table 1: 2015 Drain Refunding Bonds**

<table>
<thead>
<tr>
<th>Year</th>
<th>Due</th>
<th>Interest</th>
<th>Due</th>
<th>Due</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014</td>
<td>$0.00</td>
<td>2.00%</td>
<td>$390,000.00</td>
<td>$50,775.00</td>
<td>$50,775.00</td>
</tr>
<tr>
<td>2015</td>
<td>$0.00</td>
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<tr>
<td>2016</td>
<td>$0.00</td>
<td>2.00%</td>
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<td>$50,775.00</td>
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</tr>
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<td>2.00%</td>
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<td>$50,775.00</td>
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<td>2018</td>
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<td>2.00%</td>
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<td>2.00%</td>
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<td>2020</td>
<td>$0.00</td>
<td>2.00%</td>
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<td>$50,775.00</td>
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<td>2027</td>
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<td>2.00%</td>
<td>$390,000.00</td>
<td>$50,775.00</td>
<td>$50,775.00</td>
</tr>
</tbody>
</table>

**Table 2: Bonds to be Issued**

<table>
<thead>
<tr>
<th>Year</th>
<th>Due</th>
<th>Interest</th>
<th>Due</th>
<th>Due</th>
<th>Total</th>
</tr>
</thead>
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<td>$50,775.00</td>
<td>$50,775.00</td>
</tr>
</tbody>
</table>

**Annual Savings**: $373,472.50

**Cumulative Savings**: $345,089.74

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*Cumulative Savings includes the Initial Transfer Amount: $0.00
*Cumulative Savings includes excess Proceeds: $0.00
*Cumulative Savings includes Accrued Interest: $0.00

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* Runtime Warning: Error in data processing.
Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION PLEDGING FULL FAITH AND CREDIT TO TOWAR GARDENS AND BRANCHES DRAIN DRAINAGE DISTRICT BONDS**

Resolution # ________

Minutes of a regular meeting of the Board of Commissioners of Ingham County, Michigan, held in the Ingham County Courthouse, Mason, Michigan, on April 14, 2015, at 6:30 p.m., local time.

PRESENT: Commissioners

____________________________________________________

ABSENT: Commissioners

____________________________________________________

The following resolution was offered by Commissioner __________ and supported by Commissioner: __________

WHEREAS, proceedings have previously been taken under the provisions of Act 40, Public Acts of Michigan, 1956, as amended (the “Act”), for the making of certain intra-county drain improvements referred to as the Towar Gardens and Branches Drain Project (the “Project”), which was undertaken by the Towar Gardens and Branches Drain Drainage District (the “Drainage District”) in a Special Assessment District (the “Special Assessment District”) established by the Drainage District; and

WHEREAS, in order to provide funds to pay the costs of the Project, the Drainage District issued its 2005 Drainage District Bonds (General Obligation Limited Tax) (the “Prior Bonds”) in the original aggregate principal amount of $7,805,000 pursuant to the Act; and

WHEREAS, the principal of and interest on the Prior Bonds is payable from assessments made upon public corporations and/or benefited properties in the Special Assessment District; and

WHEREAS, the Drainage District has received a savings report from Stauder, Barch Associates, Inc., that shows that refunding all or a portion of the Prior Bonds may provide a net present value savings with respect to the debt service on the Prior Bonds; and

WHEREAS, the Drainage District intends to issue refunding bonds in the amount of not to exceed $4,295,000 (the “Refunding Bonds”) in order to refund the Prior Bonds; and

WHEREAS, the Ingham County Board of Commissioners (the “Board”) may, by resolution adopted by a majority of the members of the Board, pledge the full faith and credit of the County for the prompt payment of the principal of and interest on the Bonds pursuant to Section 276 of the Act; and

WHEREAS, the pledge of the full faith and credit of the County to the Refunding Bonds will provide a net interest cost savings and will be a benefit to the County and the people of the County.
NOW, THEREFORE, IT IS RESOLVED as follows:

1. The County pledges its full faith and credit for the prompt payment of the principal of and interest on the Refunding Bonds in a par amount not to exceed $4,295,000. The County shall immediately advance sufficient moneys from County funds, as a first budget obligation, to pay the principal of and interest on any of the Refunding Bonds should the Drainage District fail to pay such amounts when due. The County shall, if necessary, levy a tax on all taxable property in the County, to the extent other available funds are insufficient to pay the principal of and interest on the Refunding Bonds when due.

2. Should the County advance County funds pursuant to the pledge made in this Resolution, the amounts shall be repaid to the County from assessments or reassessments made upon benefited properties in the Special Assessment District as provided in the Act.

3. The Chairperson of the Board, the County Clerk, the County Treasurer and any other official of the County, or any one or more of them (“Authorized Officers”), are authorized and directed to take all actions necessary or desirable for the issuance of the Refunding Bonds and to execute any documents or certificates necessary to complete the issuance of the Refunding Bonds, including, but not limited to, any applications including the Michigan Department of Treasury, Application for State Treasurer’s Approval to Issue Long-Term Securities, any waivers, certificates, receipts, orders, agreements, instruments, and any certificates relating to federal or state securities laws, rules, or regulations and to participate in the preparation of a preliminary official statement and a final official statement for the Refunding Bonds and to sign such documents and give any approvals necessary therefor.

4. Any one of the Authorized Officers is hereby authorized to execute a certificate of the County to comply with the continuing disclosure undertaking of the County with respect to the Refunding Bonds pursuant to paragraph (b)(5) of SEC Rule 15c2-12 issued under the Securities Exchange Act of 1934, as amended, and amendments to such certificate from time to time in accordance with the terms of such certificate (the certificate and any amendments thereto are collectively referred to herein as the “Continuing Disclosure Certificate”). The County hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate.

5. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded to the extent of the conflict.

YEAS: Commissioners

NAYS: Commissioners

ABSTAIN: Commissioners

COUNTY SERVICES:

Yeas:________________________ Absent:________________________ Approved:________________________
Nays:________________________ Absent:________________________ Approved:________________________

FINANCE:

Yeas:________________________ Absent:________________________ Approved:________________________
Nays:________________________ Absent:________________________ Approved:________________________

RESOLUTION DECLARED ADOPTED.

Barb Byrum, Clerk
County of Ingham
I, Barb Byrum, the duly qualified and acting Clerk of Ingham County, Michigan (the “County”) do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a meeting held on April 14, 2015, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267 of the Public Acts of Michigan of 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my signature this 14th day of April, 2015.

Barb Byrum, Clerk
County of Ingham
### 2015 DRAIN REFUNDING BONDS

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<th>Rate</th>
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<th>P&amp;I</th>
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### BONDS TO BE REFUNDED

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<th>Payment Year Ended</th>
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<th>Interest Due</th>
<th>Total</th>
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<th>May 1</th>
<th>Rate</th>
<th>May 1</th>
<th>Nov 1</th>
<th>P&amp;I</th>
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### Present Value Analysis

- **Present Value of Refunded Bonds**: $7,258.75
- **Present Value of Issuing Bonds**: $7,192.04
- **Net Present Value Savings**: $7,160.18

### Ratios

- **Net Present Value Savings / Present Value of Issuing Bonds**: 0.92

### Annual Savings

- **Total Annual Savings**: $7,258.75
- **Cumulative Savings**: $7,160.18

### Excel Functions

- **SUM**: $7,258.75
- **AVERAGE**: $7,160.18
- **COUNT**: 12

### Notes

- Cumulative Savings includes Initial Transfer Amount: $0.00
- Cumulative Savings includes Excess Proceeds: $0.00
- Cumulative Savings includes Accrued Interest: $0.00

---

*Stuken, Birch & Associates, Inc.*
Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION PLEDGING FULL FAITH AND CREDIT TO TOWAR SNELL DRAIN DRAINAGE DISTRICT BONDS**

RESOLUTION # _______

Minutes of a regular meeting of the Board of Commissioners of Ingham County, Michigan, held in the Ingham County Courthouse, Mason, Michigan, on April 14, 2015, at 6:30 p.m., local time.

PRESENT: Commissioners

__________________________________________

__________________________________________

ABSENT: Commissioners

__________________________________________

The following resolution was offered by Commissioner ____________ and supported by Commissioner: ____________:

WHEREAS, proceedings have previously been taken under the provisions of Act 40, Public Acts of Michigan, 1956, as amended (the “Act”), for the making of certain intra-county drain improvements referred to as the Towar Snell Drain Project (the “Project”), which was undertaken by the Towar Snell Drain Drainage District (the “Drainage District”) in a Special Assessment District (the “Special Assessment District”) established by the Drainage District; and

WHEREAS, in order to provide funds to pay the costs of the Project, the Drainage District issued its 2005 Drainage District Bonds (General Obligation Limited Tax) (the “Prior Bonds”) in the original aggregate principal amount of $2,010,000 pursuant to the Act; and

WHEREAS, the principal of and interest on the Prior Bonds is payable from assessments made upon public corporations and/or benefited properties in the Special Assessment District; and

WHEREAS, the Drainage District has received a savings report from Stauder, Barch Associates, Inc., that shows that refunding all or a portion of the Prior Bonds may provide a net present value savings with respect to the debt service on the Prior Bonds; and

WHEREAS, the Drainage District intends to issue refunding bonds in the amount of not to exceed $1,100,000 (the “Refunding Bonds”) in order to refund the Prior Bonds; and

WHEREAS, the Ingham County Board of Commissioners (the “Board”) may, by resolution adopted by a majority of the members of the Board, pledge the full faith and credit of the County for the prompt payment of the principal of and interest on the Bonds pursuant to Section 276 of the Act; and

WHEREAS, the pledge of the full faith and credit of the County to the Refunding Bonds will provide a net interest cost savings and will be a benefit to the County and the people of the County.
NOW, THEREFORE, IT IS RESOLVED as follows:

The County pledges its full faith and credit for the prompt payment of the principal of and interest on the Refunding Bonds in a par amount not to exceed $1,110,000. The County shall immediately advance sufficient moneys from County funds, as a first budget obligation, to pay the principal of and interest on any of the Refunding Bonds should the Drainage District fail to pay such amounts when due. The County shall, if necessary, levy a tax on all taxable property in the County, to the extent other available funds are insufficient to pay the principal of and interest on the Refunding Bonds when due.

Should the County advance County funds pursuant to the pledge made in this Resolution, the amounts shall be repaid to the County from assessments or reassessments made upon benefited properties in the Special Assessment District as provided in the Act.

The Chairperson of the Board, the County Clerk, the County Treasurer and any other official of the County, or any one or more of them (“Authorized Officers”), are authorized and directed to take all actions necessary or desirable for the issuance of the Refunding Bonds and to execute any documents or certificates necessary to complete the issuance of the Refunding Bonds, including, but not limited to, any applications including the Michigan Department of Treasury, Application for State Treasurer’s Approval to Issue Long-Term Securities, any waivers, certificates, receipts, orders, agreements, instruments, and any certificates relating to federal or state securities laws, rules, or regulations and to participate in the preparation of a preliminary official statement and a final official statement for the Refunding Bonds and to sign such documents and give any approvals necessary therefor.

Any one of the Authorized Officers is hereby authorized to execute a certificate of the County to comply with the continuing disclosure undertaking of the County with respect to the Refunding Bonds pursuant to paragraph (b)(5) of SEC Rule 15c2-12 issued under the Securities Exchange Act of 1934, as amended, and amendments to such certificate from time to time in accordance with the terms of such certificate (the certificate and any amendments thereto are collectively referred to herein as the “Continuing Disclosure Certificate”). The County hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate.

All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded to the extent of the conflict.

YEAS: Commissioners

NAYS: Commissioners

ABSTAIN: Commissioners

COUNTY SERVICES:

Yeas: Absent: Approved:

FINANCE:

Yeas: Absent: Approved:
RESOLUTION DECLARED ADOPTED.

Barb Byrum, Clerk
County of Ingham
I, Barb Byrum, the duly qualified and acting Clerk of Ingham County, Michigan (the “County”) do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a meeting held on April 14, 2015, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267 of the Public Acts of Michigan of 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my signature this 14th day of April, 2015.

__________________________
Barb Byrum, Clerk
County of Ingham
MEMORANDUM

TO: Law and Courts Committee
    County Services Committee

FROM: Major Joel Maatman

DATE: March 10, 2015

RE: Naming a Sheriff’s Office Training Room in Honor of Deputy Grant Whitaker

This resolution will authorize the Sheriff’s Office to name our current Training Room B, as the Deputy Grant Whitaker Training Room, in honor of Deputy Whitaker’s tragic line of duty death.

Summary of Proposed Action: This resolution will authorize the Sheriff’s Office to change the name of our Training Room B to the Deputy Grant Whitaker Training Room.

Financial Implications: There are no financial implications for this resolution.
Agenda Item 2

Introduced by the Law and Courts and County Services Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO NAME SHERIFF’S OFFICE TRAINING ROOM B THE DEPUTY GRANT WHITAKER TRAINING ROOM

WHEREAS, the Ingham County Sheriff’s Office has two (2) Regional Training Rooms, one that honors Sgt. Paul Cole who died in the line of duty and the other Training Room B; and

WHEREAS, on December 7, 2014, Deputy Grant Whitaker, while in the pursuit of another vehicle, bravely and valiantly, lost his life in the line of duty; and

WHEREAS, to honor Deputy Grant Whitaker and to keep his memory alive, the Sheriff’s Office wishes to name Training Room B, as the Deputy Grant Whitaker Training room as was done for the late, Sgt. Paul Cole.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners approves the renaming of Training Room B at the Sheriff’s Office to the Deputy Grant Whitaker Training Room.
MEMORANDUM

TO: Human Services Committee
    County Services Committee
    Finance Committee

FROM: Linda S. Vail, MPA, Health Officer

DATE: March 23, 2015

RE: Resolution to Authorize a Reorganization of the Health Department’s Environmental Health Division Staff and Administrative Structure

The Health Department will discuss a proposal to realign and restructure services within the Environmental Health Division (EH). EH has experienced significant changes in the last year including the hiring of a new EH Director, the resignation of the Deputy EH Director, and the retirement of a Program Lead/Supervisor. The two vacated positions present an opportunity to restructure the division to suit the programs and services offered.

Several reclassifications are proposed and job descriptions have been updated to reflect current job duties accurately and satisfy contractual requirements relative to work assignments. Two current EH positions will be transferred to other organizational units within the Health Department because their current work is less reflective of the scope of EH services and better aligns with other teams within the department. The Tobacco Reduction Program Specialist will move to the Health Promotion and Prevention Division. The Sanitarian I position that is converting to a Health Analyst position will transfer to the Community Health Assessment group.

This proposal reduces administrative overhead and increases front line staff capacity while maintaining an effective leadership team capable of providing the support necessary for all programs and employees. The reorganization is formed with the following goals:

1) To increase front line staff capacity and to allow for greater productivity.
2) To strengthen and enhance the existing leadership and administrative structure while sustaining the quality of the work performed by program leads and front line staff.
3) To align EH to deliver services efficiently and effectively to Ingham County residents.

The following reclassifications are being proposed:

<table>
<thead>
<tr>
<th>Current</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vacant Deputy EH Director</td>
<td>Eliminated</td>
</tr>
<tr>
<td>Vacant Sanitarian III (San III)</td>
<td>1 Sanitarian I (San I)</td>
</tr>
<tr>
<td>.5 FTE Health Programs Assistant (HPA) UAW C</td>
<td>1.0 FTE Community Health Rep. II (CHR II) UAW D</td>
</tr>
<tr>
<td>.75 Environmental Health Specialist (EHS) ICEA PRO 4</td>
<td>1.0 FTE Sanitarian I (San I) ICEA PRO 6</td>
</tr>
<tr>
<td>3 Environmental Health Specialists (EHS) ICEA PRO 4</td>
<td>3 Sanitarian I (San I) ICEA PRO 6</td>
</tr>
<tr>
<td>3 Sanitarian I (San I) ICEA PRO 6</td>
<td>3 Sanitarian II (San II) ICEA PRO 8</td>
</tr>
<tr>
<td>1 Sanitarian I (San I) ICEA PRO 6</td>
<td>Health Analyst ICEA PRO 7</td>
</tr>
<tr>
<td>Current</td>
<td>Proposed</td>
</tr>
<tr>
<td>---------------------------------------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>1 Tobacco Reduction Program Specialist</td>
<td>Updated job description, no change in union or grade</td>
</tr>
<tr>
<td>Sanitarian III, Planned Programs Supervisor</td>
<td>Food and Facilities Supervisor, no change in union or grade</td>
</tr>
<tr>
<td>Sanitarian III, Demand Programs Supervisor</td>
<td>Land and Water Program Supervisor, no change in union or grade</td>
</tr>
<tr>
<td>Sanitarian III, Toxicologist</td>
<td>Prevention and Response Program Supervisor, no change in union or grade</td>
</tr>
</tbody>
</table>

This proposal has been discussed with all affected unions and the County’s Human Resources Department. Attached are the costs associated with implementation of this proposal.

---

**EH Proposed Re-organization - Summary of Personnel Costs Adjustments 3/17/15**

<table>
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<tr>
<th>Current Position</th>
<th>Proposed Position</th>
<th>Method 1</th>
<th>Method 2</th>
<th>Method 3</th>
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<td>Vacant</td>
<td>Deputy EH Director</td>
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<tr>
<td>Vacant</td>
<td>Sanitarian III</td>
<td>Sanitarian I</td>
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<tr>
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<td>HPA</td>
<td>CHR II</td>
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<td>Sanitarian I</td>
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<td>Employee # 6371</td>
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<td>Sanitarian I</td>
<td>15,952</td>
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<td>Employee # 6922</td>
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<td>Employee # 6599</td>
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<td>5,557</td>
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<td>Sanitarian II</td>
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<td>Employee # 6904</td>
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<td>(85,192)</td>
<td>(14,580)</td>
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**Notes:**
- Method 1 - Current position and salary step before reorganization and relevant position and salary step after reorganization
- Method 2 - Current position and salary at step 5 before reorganization and projected costs of employees at step 5 after reorganization
- Method 3 - Current position and salary step before reorganization and projected costs of employees at step 5 after reorganization

---

c: Eric Thelen, w/ attachment
Debbie Edokpolo, w/attachment
Rod McNeill, w/attachment
Ingham County Health Department Organizational Chart

Proposed Environmental Health

Deputy Health Officer
Debbie Edokpolo, MSW

Environmental Health Director
Rod McNeill, MHA

Administrative Assistant
Carmina Merz

Community Health Rep II
Kalyn Lyons (1 FTE)
Megan Wilson

Food & Facilities Supervisor
Robert Losee

Sanitarian I
Marc Daniels (1 FTE)
Rosemary Hinchey
Kyle Mitchell
Ashleigh Schaberg
Sue Scheurer
Sanitarian II
Lisa St. Clair
Steve Spodney
Amy Thomas

Sanitarian I
Doug Franks
Sanitarian II
Randy Fedewa
Bill Haun

Land & Water Supervisor
Lisa McGiveron

Prevention & Response Program Supervisor
Mike Allen

Sanitarian I
Tricia Brubaker
Vacant (New)

Sanitarian II
Herb Corey
Rene Franco

Lewis Wooster (Sanitarian I) becomes a Healthy Analyst reporting to Assistant Deputy Health Office Joel Murr.

Amy Moore (Tobacco Reduction Program Specialist) will be reporting to Health Promotion & Prevention Manager Sarah Bryant.
The Health Department is reorganizing the Environmental Health Division to enhance their ability to serve residents of Ingham County.

1. Position number 601326 is currently a ¾ time position. The Health Department will change the status to full-time.

2. Position numbers 601326, 601338, 601334, and 601342 are all currently Environmental Health Specialists (ICEA County Pro 04). The Health Department will convert all 3 positions to Sanitarian I’s (ICEA County Pro 06). By converting all 3 positions it brings the ICHD Environmental Health Division in line with the nationally recognized standards for sanitarians.

3. Position numbers 601327, 601328 and 601331 are currently Sanitarian I’s (ICEA County Pro 06). All 3 employees have the required experience and credentials to be elevated to Sanitarian II’s per the ICEA contract Article 11, Section 5. The Health Department will convert all 3 positions to Sanitarian II’s (ICEA County Pro 08).

4. Position number 601323 is currently a vacant Sanitarian III. The Health Department will convert the vacant position to a Sanitarian I to accommodate the increase demand for services.

5. Position number 601030, Tobacco Reduction Program Specialist, the Health Department has updated the job description. The position remains the same salary. I have attached the updated job description for your records.

6. Position number 601324, Sanitarian III, Demand Program Supervisor; the job description has been updated to accurately reflect the essential functions. The job has been reclassified to Land and Water Program Supervisor. The salary remains an ICEA County Pro 09. I have attached an updated job description for your records.

7. Position number 601333, Sanitarian III, Planned Program Supervisor; the job description has been updated to accurately reflect the essential functions. The job has been reclassified to Food and Facilities Supervisor. The salary remains an ICEA County Pro 09. I have attached an updated job description for your records.

8. Position number 601322 Sanitarian III, Toxicologist; the job description has been updated to accurately reflect the essential functions. The job has been reclassified to Prevention and Response Program Supervisor. The salary remains an ICEA County Pro 09. I have attached an updated job description for your records.
9. Position number 601339, Sanitarian I, (ICEA County Pro 06) the Health Department will convert this position to a Health Analyst (ICEA County Pro 07). I have attached the job description for your records.

10. Currently position number 601337 is a Part-time Health Programs Assistant (UAW C); the Health Department will increase the position to full-time status and convert the position to a CHR II (UAW D). The employee is an agreement with the changes. The Health Department will increase the status and convert the position to better meet operational needs.

11. The Deputy EH Director was recently vacated. Position number 601437, Deputy EH Director will be eliminated.

I have sent the ICEA PRO chair notice regarding the updated job description and changes and they support the reorganization. I have attached their response.

I have sent the UAW chair notice regarding the position conversion and status change and they support the reorganization. I have attached their response

Please use this memo as acknowledgement of Human Resources’ participation. You are now ready to complete the final step in the process: contact Budgeting, write a memo of explanation and prepare a resolution for Board approval.

If I can be of further assistance, please email or call me (887-4375).
**Agenda Item 3**

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

RESOLUTION TO AUTHORIZE A REORGANIZATION OF THE HEALTH DEPARTMENT’S ENVIRONMENTAL HEALTH DIVISION STAFF AND ADMINISTRATIVE STRUCTURE

WHEREAS, the Health Department’s Environmental Health Division (EH) has experienced significant changes in the last year, including hiring a new EH Director, the resignation of the Deputy EH Director, and the retirement of a Program Lead/Supervisor; and

WHEREAS, the two vacated positions present an opportunity to restructure the division to suit the programs and services offered; and

WHEREAS, the Human Resources Department has reviewed the proposed changes and has no objections; and

WHEREAS, the ICEA Professionals union and the UAW union have reviewed the proposed changes and have no objections.

THEREFORE BE IT RESOLVED, that the Board of Commissioners approves the following changes to the Health Department’s Environmental Health Division:

<table>
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<tr>
<th>POSITION #</th>
<th>CURRENT TITLE</th>
<th>NEW TITLE</th>
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<tbody>
<tr>
<td>601437 (Vacant)</td>
<td>1.0 FTE Deputy Environmental Health Director – MCF 11 ($65,232 - $78,299)</td>
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<tr>
<td>601323 (Vacant)</td>
<td>1.0 FTE Sanitarian III – ICEA PRO 9 ($51,228 - $61,496)</td>
<td>1.0 FTE Sanitarian I – ICEA PRO 6 ($46,218 - $55,483)</td>
</tr>
<tr>
<td>601326</td>
<td>.50 FTE Health Programs Assistant – UAW C ($14,748 - $17,554)</td>
<td>1.0 FTE Community Health Representative II – UAW D ($31,448 - $37,438)</td>
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<tr>
<td>601328</td>
<td>.75 FTE Environmental Health Specialist (EHS) - ICEA PRO 4 ($29,720 - $35,679)</td>
<td>1.0 FTE Sanitarian I (San I) ICEA PRO 6 ($46,218 - $55,483)</td>
</tr>
<tr>
<td>601334</td>
<td>1.0 FTE Environmental Health Specialist (EHS) - ICEA PRO 4 ($39,672 - $47,572)</td>
<td>1.0 FTE Sanitarian I (San I) ICEA PRO 6 ($46,218 - $55,483)</td>
</tr>
<tr>
<td>601342</td>
<td>1.0 FTE Environmental Health Specialist (EHS) - ICEA PRO 4 ($39,672 - $47,572)</td>
<td>1.0 FTE Sanitarian I (San I) ICEA PRO 6 ($46,218 - $55,483)</td>
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<tr>
<td>601327</td>
<td>1.0 FTE Sanitarian I (San I) ICEA PRO 6 ($46,218 - $55,483)</td>
<td>1.0 FTE Sanitarian II (San II) ICEA PRO 8 ($55,173 - $66,233)</td>
</tr>
<tr>
<td>601328</td>
<td>1.0 FTE Sanitarian I (San I) ICEA PRO 6 ($46,218 - $55,483)</td>
<td>1.0 FTE Sanitarian II (San II) ICEA PRO 8 ($55,173 - $66,233)</td>
</tr>
<tr>
<td>601331</td>
<td>1.0 FTE Sanitarian I (San I) ICEA PRO 6 ($46,218 - $55,483)</td>
<td>1.0 FTE Sanitarian II (San II) ICEA PRO 8 ($55,173 - $66,233)</td>
</tr>
<tr>
<td>601030</td>
<td>1.0 FTE Tobacco Reduction Specialist</td>
<td>Updated job description, no change in union or grade</td>
</tr>
<tr>
<td>601324</td>
<td>1.0 FTE Sanitarian III: Demand Program Supervisor – ICEA PRO 9 ($60,342 - $72,438)</td>
<td>1.0 FTE Sanitarian III: Land and Water Program Supervisor – ICEA PRO 9 ($60,342 - $72,438)</td>
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<td>1.0 FTE Sanitarian III: Food and Facilities Supervisor – ICEA PRO 9 ($60,342 - $72,438)</td>
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<td>1.0 FTE Prevention and Response Program Supervisor – ICEA PRO 9 ($60,342 - $72,438)</td>
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<td>601339</td>
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<td></td>
<td>1.0 FTE Health Analyst – ICEA PRO 7 ($50,584 - $60,724)</td>
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BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the budget and position allocation list in accordance with this resolution.
TO: Human Services, County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: March 23, 2015

SUBJECT: RESOLUTION APPROVING CONTRACT CHANGE ORDER #4 TO THE LEASE AGREEMENT WITH THE STATE OF MICHIGAN FOR SPACE AT THE HUMAN SERVICES BUILDING (HSB) AND AWARDING A CONTRACT TO LAUX CONSTRUCTION TO BUILD A LARGER DEPARTMENT OF HUMAN SERVICES (DHS) TRAINING ROOM AT THE HUMAN SERVICES BUILDING

The resolution before you authorizes approving contract change order #4 to the lease agreement with the State of Michigan for space at the HSB and awarding a contract to Laux Construction, LLC to build a larger DHS Training room at the HSB.

Currently DHS leases a portion of the HSB from Ingham County. The DHS training group has moved from their location on Saginaw Street in Lansing to the HSB.

The intent of this project is to enlarge the current DHS training room to 39’X 29’, 1131 square feet, to allow the training group more space.

The Purchasing Department submitted proposals and after careful review of the bids, it is the recommendation of both the Purchasing and Facilities Departments that a contract be awarded to Laux Construction, LLC, a local company who submitted the lowest responsive and responsible bid in the amount of $57,642.00 to construct a larger DHS training room at the HSB.

The Facilities Department would like to ask for a $5,000.00 contingency for any unforeseen circumstances that may arise with this type of project, bringing the total project cost to a not to exceed amount of $62,642.00.

Funds for this project are available within the approved Line Item 631-23304-931000-DHSCR.

Ingham County will be reimbursed by DHS through rent payments according to the lease agreement.

I recommend approval of this resolution.
Introduced by the Human Services, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING CONTRACT CHANGE ORDER #4 TO THE LEASE AGREEMENT WITH THE STATE OF MICHIGAN FOR SPACE AT THE HUMAN SERVICES BUILDING (HSB) AND AWARDING A CONTRACT TO LAUX CONSTRUCTION TO BUILD A LARGER DEPARTMENT OF HUMAN SERVICES (DHS) TRAINING ROOM AT THE HUMAN SERVICES BUILDING

WHEREAS, DHS currently leases a portion of the Human Services Building (HSB) from Ingham County; and

WHEREAS, the DHS training group has moved from their location on Saginaw Street in Lansing to the HSB; and

WHEREAS, the intent of this project is to enlarge the current DHS training room to 39’X 29’, 1131 square feet, to allow the training group more space; and

WHEREAS, the Purchasing Department submitted proposals and after careful review of the bids, it is the recommendation of both the Purchasing and Facilities Departments to award a contract to Laux Construction, LLC, a local company who submitted the lowest responsive and responsible bid, in the amount of $57,642.00, to construct a larger training room for DHS; and

WHEREAS, the Facilities Department would like to ask for a $5,000.00 contingency for any unforeseen circumstances that may arise with this type of project; and

WHEREAS, the funds for this project are available within the approved Line Item 631-23304-931000-DHSCR.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners approves contract change order #4 to the lease agreement with the State of Michigan for space at the Human Services Building and authorizes awarding a contract to Laux Construction, LLC, 4218 Charlar Drive, Holt, Michigan 48842 to construct a larger Department of Human Services training room at the Human Services Building for a not to exceed cost of $62,642.00, which includes a $5,000.00 contingency.

BE IT FURTHER RESOLVED, Ingham County will be reimbursed by DHS through rent payments according to the lease agreement.

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

TO: Human Services, County Services and Finance Committees
FROM: Rick Terrill, Facilities Director
DATE: March 23, 2014
SUBJECT: RESOLUTION AMENDING THE AGREEMENT WITH HOBBS+BLACK TO PROVIDE ARCHITECTURAL AND ENGINEERING (A&E) SERVICES FOR HEALTH DEPARTMENT RENOVATIONS TO THE HUMAN SERVICES BUILDING

The resolution before you authorizes amending the agreement with Hobbs+Black to provide A&E services for Health Department renovations to the Human Services Building.

The scope of the project has expanded since the original resolution #14-221 was approved in May of 2014. The project cost has increased from $750,000.00 to $1,291,197.89. Due to the project cost increase, the department has incurred additional A&E costs of $35,204.90. In addition to the original A&E costs of $32,300.00 the new A&E total is $67,504.90.

The funds for this project are available within the approved CIP Line Item 511-61553-976000-02011.

The projected A&E costs, cost of construction, plus fees and furnishings is not to exceed $1,291,197.89.

I recommend approval of this resolution.
Introduced by the Human Services, County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AMENDING THE AGREEMENT WITH HOBBS+BLACK TO PROVIDE ARCHITECTURAL AND ENGINEERING (A&E) SERVICES AND APPROVE SCHEMATIC DESIGNS FOR HEALTH DEPARTMENT RENOVATIONS TO THE HUMAN SERVICES BUILDING

WHEREAS, the scope of the project has expanded since the original Resolution #14-221 was approved in May of 2014; and

WHEREAS, the project cost has increased from $750,000.00 to $1,291,197.89; and

WHEREAS, due to the project cost increase the department has incurred additional A&E costs of $35,204.90; and

WHEREAS, in addition to the original A&E costs of $32,300.00 the new A&E total is $67,504.90; and

WHEREAS, funds for the Hobbs+Black A&E services for this project are available within the approved CIP Line Item 511-61553-976000-02011; and

WHEREAS, the Ingham County Building Authority has reviewed and approved the amendment to the contract with Hobbs+Black contingent upon Board of Commissioner approval; and

WHEREAS, Resolution #14-221 requires that preliminary schematic designs be presented to the Board of Commissioners for approval prior to authorizing the architect to proceed to bid the documents.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes amending the agreement with Hobbs+Black, 117 East Allegan Street, Lansing, Michigan 48933 to provide additional architectural and engineering services for the Ingham County Health Department renovations to the Human Services Building for a not to exceed cost of $35,204.90 in addition to the original architectural and engineering cost of $32,300.00 bringing the total not to exceed cost for architectural and engineering services to $67,504.90.

BE IT FURTHER RESOLVED, that the projected A&E costs, cost of construction, plus fees and furnishings is not to exceed $1,291,197.89.

BE IT FURTHER RESOLVED, the attached schematic designs are approved consistent with the requirement in Resolution #14-221.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.
TO: County Services Committee  
Finance Committee  
FROM: Sandra Gower, Economic Development Coordinator  
SUBJECT: Establishment of a Brownfield Local Site Remediation Revolving Fund  
DATE: March 25, 2015

At its March 13, 2015 meeting the Ingham County Brownfield Redevelopment Authority (ICBRA) approved a resolution requesting the Ingham County Board of Commissioners establish a Local Site Remediation Revolving Fund (LSRRF).

Section 8 of the Brownfield redevelopment Financing Act, Act 381 of the Public Acts of Michigan of 1996 as amended (Act 381) provides for the establishment of a LSRRF. An LSRRF is funded from the tax increment revenues generated by a completed Brownfield Plan. The LSRRF is a financing tool that can be used to provide loans to developers of Brownfield Projects with approved brownfield plans. The LSRRF can only be used to finance eligible activities as defined in Act 381.

The ICBRA is recommending the establishment of a LSRRF to provide a local tool to facilitate the cleanup and redevelopment of Brownfield sites throughout the County. A loan from this fund is in essence providing the developer an advance on the tax increment reimbursement they would be eligible for in an approved brownfield plan.

It will take several years from the time it is established, for the LSRRF to have accumulated enough funding to begin providing loans.

The attached policy provides details on the objectives, management and administration, applicant and property eligibility, eligible activities, and application process for the LSRRF.
WHEREAS, the Ingham County Brownfield Redevelopment Authority (ICBRA) was established by the Ingham County Board of Commissioners; and

WHEREAS, the mission of ICBRA is the maintenance and implementation of a Brownfields redevelopment program throughout Ingham County and to support the cleanup and redevelopment of environmentally contaminated and previously used development sites, that promote the economic development goals of Ingham County; and

WHEREAS, Section 8 of the Brownfield Redevelopment Financing Act, Act 381 of the Public Acts of Michigan of 1996, as amended (“Act 381”) authorizes the establishment of a Local Site Remediation Revolving Fund (LSRRF) for the purpose of providing loans for brownfield redevelopment projects for eligible activities defined in Act 381 and that are part of an approved brownfield plan; and

WHEREAS, the LSRRF will help identify brownfields within the County and provide financing to assist with eliminating brownfield conditions on those sites.

THEREFORE BE IT RESOLVED, that the ICBRA requests that the Ingham County Board of Commissioners establish a Local Site Revolving Remediation Fund.

BE IT FURTHER RESOLVED, that the ICBRA requests that the Ingham County Board of Commissioners adopt the Local Site Remediation Revolving Fund Policy as attached.

APPROVED: March 13, 2015
WHEREAS, the Ingham County Brownfield Redevelopment Authority (ICBRA) was established by Ingham County Board of Commissioners; and

WHEREAS, the mission of ICBRA is the maintenance and implementation of a Brownfields redevelopment program throughout Ingham County and to support the cleanup and redevelopment of environmentally contaminated and previously used development sites, that promote the economic development goals of Ingham County; and

WHEREAS, Section 8 of the Brownfield Redevelopment Act, Act 381 of the Public Acts of Michigan of 1996 as amended (Act 381) authorizes the establishment of a Local Site Remediation Revolving Fund (LSRRF) for the purpose of providing loans for brownfield redevelopment projects for eligible activities defined in Act 381 and that are part of an approved brownfield plan; and

WHEREAS, the funding for the LSRRF would come primarily from tax increment revenues generated by completed Brownfield Plan Projects; and

WHEREAS, the LSRRF would provide funding to identify, evaluate, and characterize brownfields and to assist with the payment or financing of the cost of eligible activities in connection with redevelopment projects in Ingham County; and

WHEREAS, the ICBRA at its meeting on March 13, 2015 adopted a resolution recommending that the Ingham County Board of Commissioners create an Ingham County Local Site Remediation Revolving Fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners does hereby adopt the Ingham County Local Site Remediation Revolving Fund Policy as attached hereto.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners establishes an application fee of $1,000, to be reviewed annually, for the Ingham County Local Site Remediation Revolving Fund.
The Ingham County Brownfield Redevelopment Authority (ICBRA) has established a Local Site Remediation Revolving Fund (LSRRF) as authorized under Section 8 of the Brownfield Redevelopment Financing Act, Act 381 of the Public Acts of Michigan of 1996, as amended (“Act 381”). The ICBRA can provide loans for brownfield redevelopment projects in the County. Funding for the LSRRF comes primarily from tax increment revenues generated by completed Brownfield Plan Projects after such Projects have had certain eligible activities paid or reimbursed pursuant to a Development and Reimbursement Agreement, but the LSRRF may also receive funds from any other source permitted under Act 318. The LSRRF is intended to help identify brownfields within the County and provide financing to assist with eliminating brownfield conditions.

Objectives

The LSRRF exists to provide funding to identify, evaluate and characterize brownfields, and to assist with payment or financing of the cost of eligible activities (as defined below) in connection with redevelopment projects located in Ingham County (County). Projects will be considered for funding based on the extent to which the project:

- Demonstrates financial need
- Alleviates environmental contamination and/or blight
- Promotes “green remediation” or low-impact design elements
- Leverages additional private investment
- Will create or retain jobs

Management and Administration

The ICBRA Board will serve as the LSRRF Committee and will be responsible for final decisions regarding all loans. The Ingham County Economic Development Coordinator will manage and oversee the implementation of the LSRRF, will provide recommendations to the LSRRF Committee regarding individual projects, and will be responsible for reporting on the status of projects, loans, grants, and the non-obligated funds available in the LSRRF. The ICBRA’s legal counsel will advise on LSRRF activities. The ICBRA may enter into agreements with a loan servicing provider or participating lending institutions if it is determined to be in the ICBRA’s best interest. Any such agreement shall be approved by the LSRRF Committee.

Staff will report to the LSRRF Committee not less than quarterly on the status of any outstanding loans as well as on the financial standing of the LSRRF fund.

Applicant and Property Eligibility

Borrowers may be public or private for-profit or non-profit entities and must:
• Have a legal interest in the property that comprises the project (ownership or binding purchase agreement)
• Not have contributed or be liable for environmental contamination at the property;
• Have the ability to repay a loan as determined solely by the LSRRF Committee;
• Have conducted or have plans to conduct (with or without LSRRF funding), environmental due diligence, including at a minimum a Phase I Environmental Site Assessment prior to the purchase of the property and any Environmental Investigations recommended by the Phase I Environmental Site Assessment;
• Have received all necessary approvals for the proposed project from the local jurisdiction;
• Be current on all obligations to the County and the local jurisdiction, including but not limited to real and personal income tax obligations (both the applicant and any affiliated entities) and have no outstanding code compliance issues with the local jurisdiction.

In addition to applicant eligibility, the project must occur on a site that is an eligible property as defined in Act 381, and located in Ingham County. The determination of eligibility is the responsibility solely of the LSRRF Committee.

**Eligible Activities**

LSRRF funds may be used to fund the following activities as defined in Act 381, including:

- Environmental Site Assessment
- Due Care Planning and Due Care Activities
- Demolition as an Environmental Response Activity
- Additional Environmental Response Activities
- Public Infrastructure

Only those costs incurred after approval of the loan (with the exception of environmental site assessment) will be paid for by loan proceeds. The final determination of whether an activity constitutes an eligible activity rests solely with the LSRRF Committee. LSRRF funds may be used to fund some activities, a portion of some activities, or all of the eligible activities at a project.

**Application**

Applicants will submit an application in a form provided by the ICBRA, including all required attachments. In addition to the application, applicants will be required to submit the following:

- Evidence the of applicant eligibility as described above;
- Evidence of property and activity eligibility, as described above;
- Application fee as indicated in the most current version of the Application Fee Schedule
Loans

The LSRRF may be used to make loans for eligible activates (as defined above). The terms of each loan will be incorporated into a project’s Development and Reimbursement Agreement and will be determined on a case-by-case basis in the sole discretion of the LSRRF Committee, in general conformance with the following guidelines.

- Borrowers must seek tax increment financing through approval of a Brownfield Plan;
- Loans will be repaid with annual tax increment revenues generated by the completed project, after the ICBRA has retained its administrative percentage of annual revenues.
- Loans will not bear interest unless determined necessary by the LSRRF Committee.
- The ICBRA may enter into agreements with the lending institution providing the construction and/or permanent financing for a redevelopment project with the goal of eliminating the need for construction financing and/or permanent financing of eligible activities. (Additional documentation will be made available providing details on the mechanics of a lending institution’s participation)
- The minimum loan amount available to a project is $50,000 and the maximum loan amount available to a project is $300,000, dependent upon the availability of non-obligated funds, or the total tax increment revenues anticipated to be available for repayment over a fifteen (15) year period, whichever is less. The LSRRF Committee may, form time-to-time modify the maximum loan amount based on the availability of funds.
- Unless other arrangements have been made with a borrower and a participating lending institution, loan proceeds will be dispersed on a reimbursement basis upon fulfillment of the terms and conditions contained in the Development and Reimbursement Agreement.
- Any outstanding principal and/or interest are due and payable at the time the borrower sells the property that comprises the project for which it received a loan.

Reports

The ICBRA requires on electronic copy of all reports completed (i.e. Phase I, Phase II, Baseline Environmental Assessment, Due Care Plan, No Further Action Letter, etc.,) which are funded, in whole or in part by LSRRF Funds.

Amendments

The LSRRF Committee, in its sole discretion, may make amendments to this policy as it deems appropriate.

Waiver

The LSRRF Committee, in its sole discretion, may choose to waive all or any part of this policy if it determines such waiver to be in the ICBRA’s best interest.

Suspension of Tax Increment Revenue Collection
If at any time after approval of this policy, there is a period of three consecutive fiscal years of the ICBRA in which there is no new loan activity, the ICBRA will suspend capturing tax increment revenues to fund the LSRRF. If after such suspension of capture, there is a new grant or loan issued pursuant to this policy the ICBRA will evaluate the need to recommence capture based on the amount of funds available for loans. In no event will the ICBRA attempt to capture tax increment revenues from a prior fiscal year in which revenue capture was suspended pursuant to this paragraph, such tax increment revenues already having been distributed to various taxing jurisdictions.

Fees

Non-refundable fees will be assessed in connection with grant and loan applications and processing. Fees are assessed in the following categories in amounts provided in the ICBRA’s fee schedule.

- Loans Application Fee (due with application)
- Loan Processing Fee (due at loan closing)
- Assignment of or an Amendment to an Agreement

Application

1. The application will consist of an application form and all required attachments evidencing project and borrower eligibility and describing activities to be financed by the ICBRA loan and their estimated costs.

2. The ICBRA will determine whether the application is sufficient, meets the requirements of Act 381, and whether a loan will be provided to the project and will establish a not-to-exceed amount for the LSRRF loan. In order to be eligible for a loan form the LSSRF an applicant must seek tax increment reimbursement through a Brownfield Plan in order to secure a loan.

3. After an application is received and reviewed by the ICBRA, the following agreements are drafted for review and approval by the ICBRA, developer and Bank:
   a. Development and Reimbursement Agreement between Developer and ICBRA
   i. Describes the amount to be reimbursed through tax increment and the amount to be funded by a loan, requirements and process for reimbursement and repayment of a loan, requirements for disbursement of loan funds.
   ii. If desired by the Bank and Developer and acceptable to the ICBRA, the annual tax increment revenues may be utilized both to repay the ICBRA loan and to reimburse the developer. If mutually agreed to, the proportion of tax increment revenues to be utilized for these purposes must be defined in this agreement. The ICBRA will agree to a proportional share of revenues that will, using reasonable projections of tax increment, result in
repayment of its loan in the same term as the Bank’s permanent loan, but not to exceed 15 years.

b. Agreement between the ICBRA and Bank
   i. Commits the ICBRA to provide the Bank with funding for the loan pursuant to the terms and conditions of the Development and Reimbursement Agreement (in a maximum not to exceed amount)
   ii. Describes procedures and timeline for escrow of loan funds with Bank, Bank’s disbursement of loan funds to Developer, and timing and requirements for return of unallocated escrowed funds from Bank to ICBRA.

NOTE: Application approval can take up to 120 days depending on what stage of predevelopment the project has achieved. During the application process, cost estimates are refined and the above agreements may be negotiated and modified.

The ICBRA, the Developer and the participating lending institution (Bank) will determine which of the following procedures will be utilized to fund, close and service the BRA loan. Option A will eliminate the need for temporary financing of eligible activities, but will require additional resources from all parties. Option B will provide funding for eligible activities at the time of closing on the project’s permanent financing.

OPTION A: Tax Increment Generating Projects with ICBRA Loan to be funded during Construction

1. Funding the Eligible Activities
   a. Upon execution of the above agreements and prior to commencement of the project, the ICBRA will escrow the maximum loan amount with the Bank in accordance with the agreements.
   b. During the construction of the project, the Developer may submit invoices to the ICBRA and the Bank on a monthly basis. The submission will be in a form approved or provided by the ICBRA, and will evidence the costs incurred for eligible activities to be funded by the ICBRA loan. Submission may request distribution of some or all of the ICBRA funds.
   c. Within five business days of receipt of the invoices, the ICBRA will review the invoices and will provide the Bank with written approval of the amount of escrowed ICBRA funds to be provided to the Developer, any requested amounts disallowed, and the reason for their disallowance.
   d. Following a distribution, and before the ICBRA will approve any subsequent distribution, the Bank will provide the ICBRA with written documentation of the date and amount of all distributed ICBRA funds and amount of ICBT+RA funds remaining in escrow.

2. Closing the Loan
   a. Following project completion (or completion of activities to be funded by the ICBRA loan), Bank will provide the BRA with summary of distributions and remaining, unallocated amount of BRA funds held in escrow.
   b. The Bank returns unallocated escrowed funds to the ICBRA, including any interest earned, pursuant to the Agreement between the Bank and the ICBRA.
c. Loan is considered funded and closed. Bank’s obligation in connection with the BRA loan are complete.
d. If annual tax increment revenues are to be shared as agreed to in the Development and Reimbursement, the Bank may request an assignment of the Developer’s rights to their portion of the annual tax increment for that portion only of the Bank loan that has been used to pay eligible costs.

3. Servicing the Loan
   a. The ICBRA will service the loan utilizing tax increment as described in the Development and Reimbursement Agreement. If previously agreed upon, the BRA will distribute tax increment revenues proportionately between ICBRA loan repayment and Developer reimbursement of additional (i.e. non-BRA Loan funded) eligible activities.

OPTION B: Tax Increment Generating Projects with ICBRA Loan to be funded at Project Completion

1. Funding the Eligible Activities
   a. Upon execution of the above agreements, and prior to the commencement of the project, the BRA will escrow the maximum loan amount with the Bank in accordance with the agreements.
   b. At completion of the project, or completion of the eligible activities, the Developer shall submit invoices to ICBRA, evidencing their costs incurred for eligible activities to be funded by the ICBRA loan.
   c. The ICBRA Board will approve the total amount of eligible activities and will provide the Bank with written approval of the amount of escrowed ICBRA funds to be provided to the Developer, any requested amounts disallowed, and the reason for the disallowance.

2. Closing the Loan
   a. Upon satisfaction of the terms and conditions contained in the Development and Reimbursement Agreement, the ICBRA will provide the Bank with approval to proceed with the loan closing, which may occur concurrently with closing on the permanent financing.
   b. At the closing, the Bank will provide the ICBRA with the unallocated amount of the BRA funds, including any interest earned, held in escrow.
   c. The ICBRA closing documents will consist only of a closing statement form the Bank indicating the fulfillment of the Bank’s obligations pursuant to the Agreement and closing the escrow account.
   d. The loan is considered funded and closed, Bank’s obligation in connection with the ICBRA loan are complete.
   e. If the annual tax increment revenues are to be shared as agreed to in the Development and Reimbursement Agreement, the Bank may request an
assignment of the Developer’s rights to their portion of the annual tax increment to be executed at the closing. The assignment shall only be for that portion of the Bank loan that has been used to pay eligible costs.

3. **Servicing the Loan**
   a. The ICBRA will service the loan utilizing tax increment as described in the Development and Reimbursement Agreement.
   b. If previously agreed upon, the ICBRA will distribute tax increment revenues proportionately between the ICBRA loan repayment and Developer reimbursement of additional (i.e. non-BRA loan funded) eligible activities.
BROWNFIELD FEE STRUCTURE

BROWNFIELD PLAN

A non-refundable $1,500 Application fee is due at time of application for approval of a Brownfield Plan by the Ingham County Brownfield Authority

BROWNFIELD LOCAL SITE REMEDIATION REVOLVING FUND LOAN

A non-refundable $1,000 Application Fee is due at time of application for the Loan

A loan processing fee is due at the time of closing on the loan. The fee is 1% of the approved loan amount

ADDITIONAL FEES

1. Applicant must agree to pay any legal or consulting fees incurred by the ICBRA
2. The applicant must agree to pay any fees incurred by the ICBRA from a participating lending institution
3. A $1,000 fee for the assignment of an agreement or an amendment to an existing agreement.
TO: County Services Committee
    Finance Committee
FROM: Sandra Gower, Economic Development Coordinator
SUBJECT: Brownfield Plan Application Policy and Application Fee
DATE: March 15, 2015

The Ingham County Brownfield Redevelopment Authority (ICBRA) at its meeting on March 13, 2015 approved a resolution requesting the Board of Commissioners to adopt a policy for the review and approval of Brownfield Plans submitted to the authority and to, on an annual basis set a fee for submitting and application.

The ICBRA has reviewed and subsequently submitted for your approval several Brownfield Plans throughout the County. The ICBRA believes it is appropriate to formalize the process for submission of plans to the ICBRA. This process also establishes criteria to be used to review the plans to insure consistency in the review process.

The ICBRA also is requesting that the Board of Commissioners establish an application fee for the application. It is proposing a fee of $1,500. This fee would be reviewed on an annual basis in accordance with the Board of Commissioners’ policy. The fee will offset the costs of processing and reviewing the application and monitoring the Brownfield Plan, if approved.

The ICBRA is recommending that the Board of Commissioners approve the attached resolution to adopt a Brownfield Plan Application Policy and Application Fee.
Resolution to Adopt an Application and Review Policy for Inclusion of Private Property in Ingham County Brownfield Plan and Establish Application Fees

WHEREAS, the Ingham County Brownfield Redevelopment Authority receives requests to approve Brownfield Plans in Ingham County; and

WHEREAS, here to for there has not been a standardized application or review process; and

WHEREAS, there are costs incurred to process a Brownfield Plan; and

WHEREAS, the Ingham County Brownfield Redevelopment Authority wishes to insure the fair and equitable treatment of all applicants and to act in the best interests of Ingham County when reviewing Brownfield Plans.

THEREFORE BE IT RESOLVED, that the Ingham County Brownfield Redevelopment Authority requests that the Ingham County Board of Commissioners adopt the “Ingham County Brownfield Redevelopment Authority Policy for Inclusion of Private Property in Ingham County Brownfield Plan” as attached.

BE IT FURTHER RESOLVED that the Ingham County Board of Commissioners will establish an application fee.

APPROVED: March 13, 2015
Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION ESTABLISHING AN APPLICATION POLICY FOR INCLUSION OF PRIVATE PROPERTY IN AN INGHAM COUNTY BROWNFIELD PLAN AND TO ESTABLISH AN APPLICATION FEE FOR THE SUBMISSION OF AN APPLICATION

WHEREAS, the Ingham County Board of Commissioners created the Ingham County Brownfield Redevelopment Authority (ICBRA) to maintain and implement a Brownfield redevelopment program throughout Ingham County and to support the cleanup and redevelopment of environmentally contaminated and previously used development sites, that promote the economic development goals of Ingham County; and

WHEREAS, the ICBRA in carrying out its mission accepts and reviews Brownfield Plans for redevelopment in Ingham County and makes recommendations to the Board of Commissioners for approval of such plans; and

WHEREAS, the ICBRA believes to better serve both Ingham County and the developer a policy should be established for the submission and review of Brownfield Plans to the ICBRA; and

WHEREAS, on March 13, 2015 the ICBRA adopted a resolution to recommend the Ingham County Board of Commissioners adopt an Application Policy for Inclusion of Private Property in an Ingham County Brownfield Plan.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopts the “Policy for Inclusion of Private Property in Ingham County Brownfield Plan” as attached hereto.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners establishes an application fee of $1,500, to be reviewed annually, for the submission of a Brownfield Plan to the Ingham County Brownfield Redevelopment Authority.
POLICY FOR INCLUSION OF PRIVATE PROPERTY IN INGHAM COUNTY BROWNFIELD PLAN

Introduction

In 2000, the Michigan legislature created statutory provisions that much more broadly define properties considered "brownfields" for the purposes of inclusion in local brownfield plans. Under new state definitions, brownfields may include "functionally obsolete," "blighted," or environmentally contaminated properties. Privately owned properties that fall into one or more of these categories are potentially enormous in number. In order to make the best use of the county's limited staffing and financial resources, and to focus on brownfield sites already designated in Ingham County's Brownfield Plan (sites that are nearly all publicly owned), there is a need to be selective in the future choice of privately owned properties to include in the plan.

At the same time, the Brownfield Redevelopment Authority seeks to include in its Brownfield Plan eligible properties that lead to high-impact redevelopment projects consistent with the county's strategic plan. Therefore, the following local criteria shall be used to determine the eligibility of private property and specific factors that the BRA will examine in making a recommendation to include a property in the Brownfield Plan.

Local Threshold Criteria

1. An eligible property, when redeveloped, must generate property tax revenue "capturable" by the BRA for use on other sites included in the county's Brownfield Plan. Alternatively, a non-tax-generating project on a private property must result in new job opportunities and/or provide a needed neighborhood or community service. (Unless reimbursable expenses are incurred by a project, brownfield statutes do not allow the county to capture tax revenue. Brownfield Plan benefits provided for non-tax-generating properties must be subsidized by tax capture on tax-producing properties in the plan.); and

2. An eligible property that produces a major development (at least $3 million total project value) or is demonstrated to be a unique development opportunity for the county or a catalyst for spinoff redevelopment will be considered a Category A Project. The BRA will consider action to amend its Brownfield Plan for a Category A Project independent of periodic county-initiated plan amendments; or

3. An eligible property that does not qualify as a Category A project will be designated as a Category B Project. Category B projects will be considered for inclusion in the Brownfield Plan at the time of the next County-initiated amendment (usually once per year).
**Evaluation Factors**

County staff and the BRA board, in formulating a recommendation to the County Commission about the inclusion and categorization of a privately owned property in the Brownfield Plan, will consider and evaluate the factors below. A given project/property need not possess every characteristic implied by each of the following evaluation factors:

1. Strength of business plan, financial commitments, architectural plans, and market analysis for the re-use of vacant properties or structures.
2. Amount of property tax to be generated relative to property taxes abated.
3. Amount of investment in buildings and equipment.
4. Project allows a business to expand in the county, retains a significant number of jobs, and/or will add sustainable, quality jobs.
5. Project includes other investment in neighborhood revitalization; is located in a targeted redevelopment area; involves improvement of public infrastructure; or utilizes other public or private financing tools to maximize redevelopment benefits.
6. For residential projects, the extent to which the project is consistent with county housing strategies, creates mixed-use redevelopment, or develops downtown housing.
7. Project is consistent with a redevelopment plan and/or project enhances county investment in related brownfield projects.
8. All applicants must comply with the following county ordinances and policies:
   a. Not delinquent with any real and personal property taxes, fees, assessments, liens or other charges;
   b. No record of loan loss with the county; and
   c. Not subject to a pending violation notice or compliance order for any violation of the county's Zoning Ordinance
9. Proposed use of a property must be consistent with the county's Comprehensive Plan.
10. Applicant has not contributed to, exacerbated, nor is responsible for any environmental contamination on the subject site.
11. Strength of references.
**Application, Fees and Other Requirements**

1. Each applicant shall complete an application form provided by the county/BRA.

2. There is an application fee for all projects. The amount will be determined annually by the Ingham County Brownfield Redevelopment Authority based on project size.

3. Applicants shall be responsible for reimbursing the county/BRA for any specialized legal expenses incurred in formalizing a development agreement or other contractual work required to include a project/site in the Brownfield Plan. A not-to-exceed cost will be determined following application review.

4. A development agreement between the applicant and the BRA, in a form generally used by the BRA, will be required. The agreement will contain enforceable provisions for non-compliance. The BRA may require that an applicant obtain a performance bond tied to the provisions of the development agreement.

Approved by Brownfield Redevelopment Authority Board, March 13, 2015
BROWNFIELD REDEVELOPMENT PLAN APPLICATION

APPLICANT (Firm & Primary Contact):
______________________________________________________________

MAILING ADDRESS:
______________________________________________________________

PHONE: ___________________________  EMAIL: ___________________________

Project Name and Location:
______________________________________________________________

Please provide the following information. Incomplete applications will not be considered.


2. Provide documentation for items under local Threshold Criteria on the attached policy. Please note that the information required in item number 1 of the Threshold Criteria may be contained in the Brownfield Redevelopment Plan.

3. A non-refundable application fee of $1,500 must be paid with the submission of the Plan. Checks should be made payable to the Ingham County Treasurer.

4. Applicants shall be responsible for reimbursing the County/ICBRA for any specialized legal expenses incurred in formalizing a development agreement or other contractual work required to include a project/site in the Brownfield Plan. A not to exceed cost will be determined following application review.

5. A development agreement between the applicant and ICBRA, in a form generally used by the ICBRA will be required. The agreement will contain enforceable provisions for non-compliance. The ICBRA may require that an applicant obtain a performance bond tied to the provisions of the development agreement.
6. Provide documentation for the applicable items under Evaluation Factors in the attached policy. Please note that not all items will apply to all plans.

The Applicant submits this application to the Ingham County Brownfield Redevelopment Authority (BRA) for the purpose of obtaining consideration for reimbursement of certain eligible expenses. It is understood that the ICBRA will rely on the information provided here in making its decision. The undersigned warrants and represents the information herein submitted is true and correct and understands that the ICBRA will consider this representation continuing until the ICBRA receives written notice to the contrary from the undersigned. The ICBRA is authorized to make all inquiries it deems necessary to ratify the accuracy of the information provided or to further determine the undersigned’s ability to perform the proposed project. The ICBRA is also hereby authorized to answer any questions from third parties concerning the undersigned’s experience with the ICBRA.

Applicant Signature: _______________________________ Date: _______________
MEMORANDUM

To: County Services and Finance Committees

From: Jim Hudgins, Purchasing Director

Date: March 25, 2015

Subject: Waste & Recycling Services

This is a resolution authorizing a three-year contract with Granger Container Inc. for waste and recycling services at various County facilities.

A Request for Proposals for waste and recycling services was issued, proposals received and after careful review and consideration, the evaluation team comprised of staff from the Facilities, Fair, Parks and Purchasing Departments, are jointly recommending this contract.

The Road Department currently has a contract with Granger Container Inc. for waste and recycling services. The Purchasing and Facilities Departments are recommending cancelling their current contract and merging the Road Department with this new contract.

The total value of this contract annually is $70,272 excluding costs for additional roll-off dumpsters, which are used by departments on an as-needed basis. Costs are firm for three years of the contract and funds are available in each respective department’s operational budget.

I respectfully request authorization of the resolution.
MEMORANDUM

TO: County Services and Finance Committees

FROM: Jim Hudgins, Director of Purchasing

DATE: March 25, 2015

SUBJECT: Waste and Recycling Services

Project Description:
Proposals were sought for waste and recycling services for a period of three-years with an option to renew for an additional two-year period.

Proposal Summary:
Vendors contacted: 7 Local: 2
Vendors responding: 3 Local: 2

<table>
<thead>
<tr>
<th>VENDOR NAME</th>
<th>Local Pref</th>
<th>PARKS ANNUAL $</th>
<th>FACILITIES ANNUAL $</th>
<th>FAIR ANNUAL $</th>
<th>TOTAL ANNUAL $</th>
<th>ALL DEPTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Granger Container Inc.</td>
<td>Yes, Lansing</td>
<td>$19,953.00</td>
<td>$44,820.00</td>
<td>$5,171.00</td>
<td>$69,944.00</td>
<td></td>
</tr>
<tr>
<td>Republic Services</td>
<td>No, Kalamazoo</td>
<td>$27,071.13</td>
<td>$68,136.00</td>
<td>$5,697.00</td>
<td>$101,061.39</td>
<td></td>
</tr>
</tbody>
</table>

Waste Management, Lansing, MI, submitted a proposal; however, it was incomplete because some items were not bid.

Recommendation:
The Evaluation Committee –comprised of Purchasing, Facilities, Parks and Fair Departments – recommends awarding the contract to Granger Container Inc. at the unit costs quoted in its proposal dated February 17, 2015. Additionally, since the Road Department currently has a contract with Granger Container Inc. for waste and recycling services, we are recommending cancelling that contract and merging the Road Department with this new one. Adding the Road Department to this contract brings the total value of the contract annually to $70,272 excluding roll-off containers cost, which are used on an as-needed basis.

Advertisement:
The RFP was advertised in the Lansing State Journal, City Pulse 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 THREE-YEAR AGREEMENT WITH GRANGER CONTAINER INC. FOR WASTE REMOVAL AND RECYCLING SERVICES

WHEREAS, Ingham County has a need for waste removal and recycling services at various County facilities; and

WHEREAS, bids were sought for these services and pricing information was obtained for a period of three years, with an additional two-year option to renew; and

WHEREAS, an evaluation committee comprised of representatives from the Facilities, Fair, Parks and Purchasing Departments, has jointly recommended accepting the bid submitted by Granger Container Inc., a local vendor, who submitted the lowest and most responsible bid; and

WHEREAS, the Road Department currently has a contract with Granger Container Inc. for waste removal and recycling services; and

WHEREAS, in an effort to consolidate waste removal and recycling services, the Purchasing, Facilities and Road Departments discussed and agreed to add the Road Department to the contract; and

WHEREAS, Granger Container Inc. agreed to merge the Road Department into this new contract; and

WHEREAS, Granger Container Inc.’s costs for waste removal and recycling services at various county facilities will be fixed for a three-year period.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a three-year agreement with an option to renew for two additional years with Granger Container Inc., 3515 Wood Rd., Lansing, Michigan 48906, for waste removal and recycling services according to Granger’s bid response.

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

TO: County Service and Finance Committees
FROM: Jim Hudgins, Director of Purchasing
DATE: March 20, 2015
SUBJECT: Proposal Summary for Janitorial Services at the Ingham County Road Commission.

Project Description:
Proposals were sought from interested and qualified vendors experienced with cleaning commercial office buildings for the purpose of entering into a 3-year agreement (with an option to renew for 2 additional years) to provide janitorial services and supplies at all Ingham County Road Department facilities.

The current janitorial services contract for the Road Department expires on April 30, 2015. The Facilities, Road and Purchasing Departments discussed and agreed upon a 15-month contract for the current Road Department’s janitorial services in an effort to consolidate janitorial services for all county departments effective August 1, 2016.

Proposal Summary:
Vendors contacted: 27 Local: 13
Vendors responding: 06 Local: 03

<table>
<thead>
<tr>
<th>VENDOR NAME</th>
<th>Local Pref</th>
<th>Year 1 2015</th>
<th>Year 2 2016</th>
<th>Year 3 2017</th>
<th>Total Cost 3-years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boling Janitorial</td>
<td>Yes</td>
<td>$42,000.00</td>
<td>$42,840.00</td>
<td>$43,680.00</td>
<td>$128,520.00</td>
</tr>
<tr>
<td>Crystal Cleaning</td>
<td>No</td>
<td>$46,000.00</td>
<td>$47,000.00</td>
<td>$48,000.00</td>
<td>$141,000.00</td>
</tr>
<tr>
<td>Simply Superior</td>
<td>No</td>
<td>$48,000.00</td>
<td>$48,000.00</td>
<td>$48,000.00</td>
<td>$144,000.00</td>
</tr>
<tr>
<td>Diamond Shine Cleaning</td>
<td>Yes</td>
<td>$49,200.00</td>
<td>$49,200.00</td>
<td>$49,200.00</td>
<td>$147,600.00</td>
</tr>
<tr>
<td>Romanow Building Services</td>
<td>Yes</td>
<td>$75,032.91</td>
<td>$75,783.24</td>
<td>$76,541.07</td>
<td>$227,357.22</td>
</tr>
<tr>
<td>Hi Tech Building Services</td>
<td>No</td>
<td>$124,560.00</td>
<td>$124,560.00</td>
<td>$124,560.00</td>
<td>$373,680.00</td>
</tr>
</tbody>
</table>

Recommendation:
The Evaluation Committee recommends awarding a 15-month contract to Boling Janitorial in an amount not to exceed $52,710.00, which is reflective of their 1 year annual cost and a 3-month prorated cost of Year 2. The contractor will provide cleaning services three times per week, as well as, cleaning supplies.

Boling Janitorial, a local vendor and lowest responsive bidder agreed to honor an amended proposal with the term of the contract to begin May 1, 2015 and expire July 30, 2016, and at a total cost of $52,710.

Advertisement:
The RFP was advertised in the Lansing State Journal, El Central Hispanic News, 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 FOR JANITORIAL SERVICES & SUPPLIES FOR THE INGHAM COUNTY ROAD DEPARTMENT

WHEREAS, the Ingham County Road Department needs janitorial, cleaning and related services and supplies for all Road Department facilities; and

WHEREAS, the Purchasing Department recently released proposal packet #14-15 and received sealed, competitive proposals for janitorial services for a 3-year period beginning on the date of service contract execution; and

WHEREAS, Boling Janitorial of Lansing, Michigan submitted the lowest qualified and responsive proposal for a total 3-year cost of $128,520.00 for all of the services required per proposal packet #14-15, as shown on the attached Proposal Summary; and

WHEREAS, to consolidate janitorial services for all county departments effective August 1, 2016; and

WHEREAS, Boling Janitorial has agreed to honor an amended proposal to begin May 1, 2015 and expire July 30, 2016; and

WHEREAS, both the Road Department and the Purchasing Department have reviewed all proposals received and recommend accepting the amended proposal from Boling Janitorial.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the amended proposal and authorizes entering into a contract with Boling Janitorial of Lansing, Michigan for janitorial, cleaning and related services and supplies for the Road Department per proposal packet #14-15 for a total cost of $52,710.00 for a 15-month period beginning May 1, 2015, ending July 30, 2016.

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

TO: County Services and Finance Committees
FROM: Robert Peterson, Director of Engineering
Road Department
DATE: March 23, 2015
SUBJECT: Reconstruction of Okemos Road and Sandhill Road

The Ingham County Road Department (ICRD) received a State of Michigan, Transportation Economic Development Fund, Category A (TEDF-A) grant to reconstruct Okemos Road from approximately 700 feet south of Sandhill Road to the I-96 interchange. The road work is needed to accommodate traffic generated as a result of the Jackson National Life Insurance (JNL) $100M office expansion project.

The project generally involves replacement of the existing pavement along Okemos Road, addition of center left turn lanes at the Sandhill Road intersection, drainage improvements, driveway installation, and signal installations at the Okemos Road and Sandhill Road intersection and at the southern JNL driveway along Okemos Road.

We are to the point where we have received bids, identified the successful bidder, the TEDF-A funding agreement from the state is in-hand, and the agreements and construction contract can be executed. The project’s contractual responsibilities are as follows: The County on behalf of the Ingham County Road Department must enter into a first party contract with the contractor to construct the project. An associated second party agreement between MDOT and the County is required to define our (Requesting Agency) responsibilities and to administer the construction contract on MDOT’s behalf. Lastly, a third party agreement between the County and Jackson National Life is proposed to transfer much of ICRD’s construction oversight responsibilities to Jackson National Life’s professional services consultant and to establish JNL’s contribution to the local match requirement for the project.

1. The Purchasing Department advertised and received six bids for construction of the Okemos Road and Sandhill Road Widening project on March 4, 2015. ICRD and Purchasing Department staff reviewed the proposals for adherence to county purchasing requirements, similar project experience, required MDOT prequalification, and overall value to the county. The as-read bid results were as follows:

- $2,789,438.05 Hoffman Brothers, Inc., Battle Creek, Michigan
- $2,841,535.55 Bailey Excavating, Inc., Jackson, Michigan
- $2,846,606.00 American Asphalt, Inc., Lansing, Michigan
- $2,974,062.15 Interstate Hwy. Const., Englewood, Colorado
- $3,038,296.94 E. T. MacKenzie Co., Lansing, Michigan
- $3,183,956.08 Toebe Construction, LLC, Wixom, Michigan
After confirming the bid results and offering the project to qualifying in-county contractors, pursuant to the Ingham County Purchasing Preference Policy, both ICRD and Purchasing Department staff agree to recommend that **Hoffman Brothers, Inc., Battle Creek, Michigan**, be offered the first party contract to construct the project.

Because the project work involved a large amount of concrete pavement replacement, we included some additional concrete pavement repair work on Okemos Road, just north of its intersection with Holt Road. The additional concrete pavement repair work is not a TEDF-A eligible (participating) cost, but was included in the bidding documents so that we could get favorable unit prices for the Road Department funded (non-participating) work. The low bid, with the participating and non-participating totals is as follows:

<table>
<thead>
<tr>
<th></th>
<th>Participating</th>
<th>Non-participating</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hoffman Brothers, Inc.</td>
<td>$2,683,222.05</td>
<td>$106,216.00</td>
<td>$2,789,438.05</td>
</tr>
</tbody>
</table>

2. The funding breakdown illustrated on the second party agreement between MDOT and Ingham County, received December 12, 2014, is as follows:

**TEDF-A Funding:** An amount not to exceed the lesser of: (1) 100% of the approved and responsible low bid amount, or (2) $2,573,040.00.

**Road Department Match:** Based on the December 12th engineer’s estimate of $2,595,700, the local match amount, shown in the MDOT / Ingham County agreement, was estimated to be $22,660. Since the participating work came in at $2,683,222.05, the local match amount is now estimated to be $110,182.05 ($2,683,222.05 less the $2,573,040.00 grant amount).

3. Finally, an agreement between Jackson National Life and Ingham County is required to secure the project’s match requirement and to transfer much of ICRD’s construction oversight responsibilities to Jackson National Life’s professional services consultant, who is providing the construction inspection and administration for the project. The match requirement is a combination of the $110,182.05 of hard match shown above and $395,495 of soft match, which includes early preliminary engineering (EPE), preliminary engineering (PE), construction engineering (CE), and the value of the right-of-way needed for the project. The total estimated match requirement of $505,677.05 is to be met utilizing up to $600,000 pledged from Jackson National Life at the onset of the application phase of the project.

The end result from the three agreements / contracts is that the project is budget neutral to the Road Department. The only non-compensated ICRD effort will involve agreement / contract administration.

The reason for this memo and resolution is to execute the first party construction contract with **Hoffman Brothers, Inc., Battle Creek, Michigan**, execute the second party agreement between MDOT and Ingham County, and to execute the Ingham County and Jackson National Life third party agreement.

Approval of the attached resolution is recommended.
MEMORANDUM

TO: County Services and Finance Committees
FROM: Jim Hudgins, Director of Purchasing
DATE: March 23, 2015
SUBJECT: Okemos Road and Sandhill Road Widening Project

Project Description:
Proposals were sought from Michigan Department of Transportation (MDOT) pre-qualified contractors for the purpose of entering into a contract to reconstruct Okemos Road, in Alaeidon Township, from 700 feet south of Sandhill Road to the eastbound I-96 off/on ramps and Sandhill Road 1,000 feet east and west of its intersection with Okemos Road. The work also includes driveway installation and repaving at the new Jackson National Life entrance on Sandhill Road located approximately 3,000 feet west of Okemos Road as well as miscellaneous concrete and HMA pavement removal and replacement on Okemos Road just north of Holt Road.

Proposal Summary:
Vendors responding: 06  Local: 02

<table>
<thead>
<tr>
<th>VENDOR NAME</th>
<th>Local</th>
<th>Pref</th>
<th>MDOT Prequalified</th>
<th>BID TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hoffman Brothers Inc.</td>
<td>No</td>
<td>Yes</td>
<td>$2,789,438.05</td>
<td></td>
</tr>
<tr>
<td>Bailey Excaviting</td>
<td>No</td>
<td>Yes</td>
<td>$2,841,535.55</td>
<td></td>
</tr>
<tr>
<td>American Asphalt</td>
<td>Yes</td>
<td>Yes</td>
<td>$2,846,606.00</td>
<td></td>
</tr>
<tr>
<td>Interstate Highway Construction</td>
<td>No</td>
<td>Yes</td>
<td>$2,974,062.15</td>
<td></td>
</tr>
<tr>
<td>ET Mackenzie</td>
<td>Yes</td>
<td>Yes</td>
<td>$3,038,296.94</td>
<td></td>
</tr>
<tr>
<td>Toebe Construction</td>
<td>No</td>
<td>Yes</td>
<td>$3,183,956.08</td>
<td></td>
</tr>
</tbody>
</table>

Recommendation:
The Evaluation Committee recommends awarding the contract to Hoffman Bros. Inc, of Battle Creek, Michigan in an amount not to exceed $2,789,438.05. Hoffman Bros. Inc. is the lowest bidder, and met the MDOT Standard Specifications Requirements.

E.T. Mackenzie, a local vendor, was given the opportunity to match the low bid, however, respectfully declined given the difference in cost.

American Asphalt, a local vendor, was not eligible for the Local Preference because more than 90% of the work would need to be subcontracted. Additionally, American Asphalt’s MDOT prequalification for this project is about 7.5% of the work required. MDOT Standard Specification Requirements are to be at least 40% of the contract amount.

Advertisement:
The RFP was advertised on the MI-ITA DBE Michigan Infrastructure and Transportation Association (MITA) Disadvantaged Business Enterprises (DBE) websites, The County Road Association of Michigan (CRAM) bid information website, and posted on the Purchasing Department Web Page.
Agenda Item 7b

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE A FIRST PARTY CONSTRUCTION CONTRACT WITH HOFFMAN BROTHERS, INC. A SECOND PARTY AGREEMENT WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION AND A THIRD PARTY AGREEMENT WITH JACKSON NATIONAL LIFE INSURANCE IN RELATION TO A ROAD RECONSTRUCTION PROJECT FOR OKEMOS ROAD FROM SOUTH OF SANDHILL ROAD TO THE I-96 INTERCHANGE

WHEREAS, the Ingham County Road Department (ICRD) received a State of Michigan, Transportation Economic Development Fund, Category A (TEDF-A) grant to reconstruct Okemos Road from approximately 700 feet south of Sandhill Road to the I-96 interchange; and

WHEREAS, the road work is needed to accommodate traffic generated as a result of the Jackson National Life Insurance (JNL) $100M office expansion project; and

WHEREAS, the project will be undertaken pursuant to a contract between Ingham County, on behalf of the Road Department, and the recommended low bidder; and

WHEREAS, the County in turn, must enter into an associated second party agreement with the State of Michigan/MDOT, consistent with the requirements for the Transportation Economic Development Fund, Category A grant requirements; and

WHEREAS, the Road Department and JNL agree that the JNL will administer construction of the project, and be responsible for up to $600,000.00 of the project’s local match costs, by way of a third party agreement; and

WHEREAS, the project is a State-Aid Highway project, and as such, JNL has agreed to comply with all applicable and appropriate ICRD, MDOT, AASHTO design standards, and to fully administer construction of the project, complying with all ICRD and MDOT construction requirements; and

WHEREAS, the estimated construction costs for the project are as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Participating work</th>
<th>Non-participating work</th>
</tr>
</thead>
<tbody>
<tr>
<td>Low Bid - $2,789,438.05</td>
<td>$2,683,222.05</td>
<td>$ 106,216.00</td>
</tr>
<tr>
<td>TEDF-A Funding:</td>
<td>$2,573,040.00</td>
<td>---</td>
</tr>
<tr>
<td>Local (Hard) Match Amount:</td>
<td>$ 110,182.05</td>
<td>---</td>
</tr>
<tr>
<td>Local (Soft) Match Amount:</td>
<td>$ 395,495.00</td>
<td>---</td>
</tr>
<tr>
<td>** JNL Match Contribution:</td>
<td>$ 505,677.05</td>
<td>---</td>
</tr>
<tr>
<td>ICRD Match Contribution:</td>
<td>$ 0.00</td>
<td>$ 106,216.00</td>
</tr>
</tbody>
</table>

** JNL match contribution will be adjusted to provide the minimum required 20% of the actual TEDF-A grant funded construction costs.
THEREFORE, BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a construction contract with Hoffman Brothers, Inc. to effect reconstruction of Okemos Road from Holt Road to I-96 and Sandhill Road at its intersection with Okemos Road for a total estimated cost of $2,789,438.05, consisting of $2,573,040.00 in State of Michigan, Transportation Economic Development Fund, Category A grant funding, $110,182.05 of JNL local match, and $106,216.00 in Road Department funds.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a second party agreement with State of Michigan/MDOT (Contract No. 14-5652) to secure the Transportation Economic Development Fund, Category A funds, to define our (Requesting Agency) responsibilities, and to administer the construction contract on MDOT’s behalf.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a third party agreement with Jackson National Life Insurance to be responsible for the County’s applicable second party agreement project Early Preliminary Engineering, Preliminary Engineering, Construction Engineering, and local match requirement estimated to total $505,677.05. Said match requirement is to be met utilizing up to $600,000 pledged from Jackson National Life at the onset of the application phase of the project.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary Agreements that are consistent with this resolution and approved as to form by the County Attorney.
TO: County Services and Finance Committees

FROM: Robert Peterson, Director of Engineering
Road Department

DATE: March 23, 2015

SUBJECT: Bridge Structure Rehabilitation and Preventative Maintenance for:
Meech Road Bridge over Doan Creek
Holt Road Bridge over Doan Creek
Clark Road Bridge over Deer Creek

The Ingham County Road Department has received Local Bridge Program funding to perform bridge rehabilitation and preventative maintenance work on the Meech Road Bridge over Doan Creek, the Holt Road Bridge over Doan Creek, and the Clark Road Bridge over Deer Creek. These three projects will be packaged together as a single construction contract.

The project generally involves bridge railing replacement, cleaning and coating of structural steel, deck replacement or shallow overlays, guardrail installation, and scour countermeasures. The estimated costs for the project are as follows:

State Local Bridge Funding $ 681,750
Road Department Match: $ 35,880
$ 717,630

We are to the point where the funds have been obligated for construction and contracts can be executed. The contractual responsibilities are as follows: The Michigan Department of Transportation (MDOT) will enter into a contract with the contractor, which basically ensures that all the federal construction requirements and responsibilities are defined. A second party agreement between MDOT and Ingham County is required to define the Road Department’s responsibilities and to administer the construction contract on MDOT’s behalf.

The reason for this memo and resolution is to execute the MDOT and Ingham County second party agreement.

Approval of the attached resolution is recommended.
Agenda Item 7c

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE A SECOND PARTY AGREEMENT BETWEEN THE MICHIGAN DEPARTMENT OF TRANSPORTATION AND THE INGHAM COUNTY ROAD DEPARTMENT IN RELATION TO STATE FUNDED BRIDGE PROJECTS LOCATED AT MEECH ROAD OVER DOAN CREEK, HOLT ROAD OVER DOAN CREEK, CLARK ROAD OVER DEER CREEK - MDOT CONTRACT NO. 15-5001

WHEREAS, the Road Department has received Local Bridge Program funding to perform bridge rehabilitation and preventative maintenance work on the Meech Road Bridge over Doan Creek, the Holt Road Bridge over Doan Creek, and the Clark Road Bridge over Deer Creek; and

WHEREAS, the PROJECT will be undertaken pursuant to a contract between the State of Michigan/MDOT and the contractor; and

WHEREAS, the County on behalf of the Road Department, in turn, must therefore enter into an associated second party agreement with the State of Michigan/MDOT consistent with the requirement for state and federal funding requirements; and

WHEREAS, the estimated costs for the project are as follows:

State Local Bridge Funding  $ 681,750
Road Department Match:       $ 35,880
                          $ 717,630

WHEREAS, the Road Department match is included in the 2015 Road Department budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with the State of Michigan/MDOT to effect rehabilitation and preventative maintenance work on the Meech Road Bridge over Doan Creek, the Holt Road Bridge over Doan Creek, and the Clark Road Bridge over Deer Creek for a total estimated cost of $717,630 consisting of $681,750 of state Local Bridge Program funding and $35,880 in Road Department funds.

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

To: County Services Committee
From: Robert Peterson, Director of Engineering
Road Department
Date: March 18, 2015
Subject: Meadow Ridge No. 6 Final Plat Approval

Much of the process by which a platted subdivision is developed follows Public Act 288 of 1967. The process essentially starts with development of a preliminary plat of the subdivision that shows the overall configuration, how it fits into the lands that surround it, public utilities serving the lots, and the phases of construction planned to complete its development. Once the preliminary plat is approved by the stakeholders (Township, Road Department, Drain Commissioner, etc.) the proprietor develops detailed construction plans that are also approved by the stakeholders. After construction is completed, final plat approval is normally initiated to make the roads, drains, and utilities serving the lots public.

The Meadow Ridge Preliminary Plat illustrates a 168 unit single-family subdivision located south of Holt Road, east of Kahres Road and west of Washington Road. The subdivision is part of the Northwest ¼ of Section 20, Delhi Township, Ingham County, Michigan. The subdivision has followed the process described above for five of the many phases illustrated on the preliminary plat.

Although there is no public road right-of-way associated with this plat, the proprietor has asked, and Ingham County, on behalf of the Road Department, is obligated to grant, approval of the final plat for Meadow Ridge No. 6, which contains 11 lots.

Pursuant to PA 288 of 1967, final plat approval can be accomplished in a two-step process. The first step allows for the proprietor to request approval and signature of a “True Copy” of the actual plat document from all of the half dozen or so agencies that must certify approval of the plat document. Once the signed true copies are collected from each agency, the proprietor can then request the plat review at the state level. If accepted by the state, the plat can proceed to the second step of the process – signature of the mylar final plat document.

The reason for this memo is to ask the chairperson to certify approval of the Final Plat of Meadow Ridge No. 6 by signing the “True Copies” provided and, if acceptable to the state, sign the mylar final plat.

Approval of the attached resolution is recommended.
WHEREAS, much of the process by which a platted subdivision is developed follows state statute; and

WHEREAS, the residential subdivision called Meadow Ridge has followed the final plat recording requirements of PA 288 of 1967 for five of the many phases illustrated on the preliminary plat; and

WHEREAS, the proprietor has asked for approval of the Final Plat for Meadow Ridge No. 6, which contains 11 lots; and

WHEREAS, the road infrastructure servicing Meadow Ridge No. 6 was built and accepted into Ingham County’s public road system as part of the plat called Meadow Ridge No. 5; and

WHEREAS, Road Department staff recommends approval of the Final Plat of Meadow Ridge No. 6.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to certify approval of three copies of the “True Copy” of the final plat and subsequent mylar final plat of Meadow Ridge No. 6 in accordance with state statute.
MEMORANDUM

TO:  County Services and Finance Committees
FROM: Robert Peterson, Director of Engineering Road Department
DATE:  March 9, 2015
SUBJECT:  2015 Hagadorn Road Bridge Deck Healer-Sealer Project

The Ingham County Purchasing Department solicited proposals from Michigan Department of Transportation prequalified and experienced contractors to apply penetrating epoxy bridge deck healer-sealer to the Hagadorn Road Bridge over the Red Cedar River located just south of the M-43 (Grand River Avenue), Meridian Township. The bridge deck and approach slabs are six lanes wide and measure approximately 180.0 feet x 69.0 feet (1380 syd).

This project generally consists of placing traffic control, deck surface preparation, healer-sealer application, clean-up, and traffic control removal for the Hagadorn Road Bridge over the Red Cedar River. All work to be performed while maintaining traffic in both directions across the bridge and allowing complete usage of the northbound center left turn lane at the Hagadorn Road and M-43 (signalized) intersection.

The Purchasing Department advertised for the bridge deck healer-sealer work and received three (3) proposals. After initially reviewing the proposals, staff requested clarification of the bidder’s proposed traffic control schemes while performing the work. ICRD and Purchasing Department staff reviewed the subsequent proposals for adherence to county purchasing requirements, experience, traffic control scheme, costs, and overall value to the county. After rejecting the apparent low bid because of a serious flaw in their traffic control scheme, we agree to recommend that Smith’s Waterproofing, LLC be awarded a unit price construction contract to perform the work for an estimated cost of $19,361.00.

Approval of the attached resolution is recommended.
MEMORANDUM

TO: County Services and Finance Committees
FROM: Jim Hudgins, Director of Purchasing
DATE: March 10, 2015
SUBJECT: 2015 Hagadorn Road Bridge Deck Healer-Sealer Project

Project Description:
Ingham County sought proposals from experienced, MDOT approved, contractors for the purpose of entering into a contract to apply penetrating epoxy bridge deck healer-sealer to the Hagadorn Road Bridge over the Red Cedar River located just south of the M-43 and Hagadorn Road intersection, Meridian Township. The bridge deck and approach slabs are six lanes wide and measure approximately 180.0 feet x 69.0 feet (1380 sq. yd.).

Proposal Summary:
Vendors contacted: 21 Local: 00
Vendors responding: 03 Local: 00

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Smiths Waterproofing: Not Local</th>
<th>Progress Company: Not Local</th>
<th>Arisco Contracting Group: Not Local</th>
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<tr>
<td></td>
<td>Qty.</td>
<td>Unit</td>
<td>Unit Price</td>
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<tr>
<td>MDOT Item ID 1500001: Mobilization, Max. $2,000</td>
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<td>LSUM</td>
<td>$2,000.00</td>
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<td>MDOT Item ID 7107050: Penetrating Healer-Sealer, Bridge Deck</td>
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<td>SYD</td>
<td>$10.75</td>
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<td>MDOT Item ID 8127052: Traffic Control</td>
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<td>$2,526.00</td>
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<tr>
<td><strong>TOTAL BID PRICE</strong></td>
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</table>

Recommendation:
The Evaluation Committee recommends awarding the contract to Smith’s Waterproofing in an amount not to exceed $19,361. Although Smith’s Waterproofing, was not the low bidder their traffic control schematics are superior to the low bid. Smith’s Waterproofing is MDOT approved, and has experience working on projects of similar size and scope.

Advertisement:
The RFP was advertised in the Lansing State Journal, the MI-ITA DBE Michigan Infrastructure and Transportation Association (MITA) Disadvantaged Business Enterprises (DBE) websites, The County Road Association of Michigan (CRAM) bid information website, and posted on the Purchasing Department Web Page.
WHEREAS, Ingham County Purchasing Department solicited proposals from Michigan Department of Transportation prequalified and experienced contractors to apply penetrating epoxy bridge deck healer-sealer to the Hagadorn Road Bridge over the Red Cedar River; and

WHEREAS, the Purchasing Department advertised for the bridge deck healer-sealer work and received three (3) proposals; and

WHEREAS, Road Department and Purchasing Department staff reviewed the proposals for adherence to county purchasing requirements, experience, traffic control scheme, costs, and overall value to the county; and

WHEREAS, the Road Department and Purchasing Department staff jointly recommend that the Board of Commissioners retain Smith’s Waterproofing, LLC to perform the work.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with Smith’s Waterproofing, LLC, 3821 Van Dyke Road, Almont, Michigan, based on its $19,361.00 unit price proposal dated February 18, 2015, for the 2015 Hagadorn Road Bridge Deck Healer-Sealer Project.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE SPECIAL AND ROUTINE PERMITS
FOR THE INGHAM COUNTY ROAD DEPARTMENT

WHEREAS, as of July 23, 2013, the Ingham County Department of Transportation and Roads became the Ingham County Road Department per Resolution #13-289; and

WHEREAS, the Ingham County Road Commission periodically approved Special and Routine permits as part of their roles and responsibilities; and

WHEREAS, this is now the responsibility of the Board of Commissioners to approve these permits as necessary.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached list of Special and Routine Permits dated March 25, 2015 as submitted.
<table>
<thead>
<tr>
<th>R/W PERMIT#</th>
<th>R/W APPLICANT /CONTRACTOR</th>
<th>R/W WORK</th>
<th>R/W LOCATION</th>
<th>R/W CITY/TWP.</th>
<th>R/W SECTION</th>
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<td>2015-071</td>
<td>AT &amp; T</td>
<td>CABLE / UG</td>
<td>CEDAR ST BET HARPER RD &amp; EDGAR RD</td>
<td>DELHI</td>
<td>24, 26</td>
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<td>2015-072</td>
<td>FERRIS &amp; SONS MILK HAULING</td>
<td>HAUL ROUTE / MILK</td>
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<td>2015-073</td>
<td>KEISER TRUCKING</td>
<td>AGRICULTURAL MULTIPLE MOVE</td>
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<td>2015-074</td>
<td>CONSUMERS ENERGY</td>
<td>GAS</td>
<td>GROVENBURG RD &amp; BOXWOOD AVE</td>
<td>DELHI</td>
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<tr>
<td>2015-076</td>
<td>GANTZ TRUCKING LLC</td>
<td>HAUL ROUTE / MILK</td>
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<td>VARIOUS</td>
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<td>2015-077</td>
<td>LANSING CHARTER TOWNSHIP</td>
<td>WATERMAIN</td>
<td>HARWICK DR BET NORWOOD AVE &amp; WESTFIELD RD</td>
<td>LANSING</td>
<td>7</td>
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<tr>
<td>2015-079</td>
<td>LANSING CHARTER TOWNSHIP</td>
<td>WATERMAIN</td>
<td>CATHERINE ST BET MICHIGAN AVE &amp; IONIA ST</td>
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<td>CONSUMERS ENERGY</td>
<td>GAS</td>
<td>SHEPPER RD &amp; CRAIG RD</td>
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<td>2015-081</td>
<td>COMCAST</td>
<td>CABLE / UG</td>
<td>CEDAR ST BET CIRCLE DR &amp; EDGAR RD</td>
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<td>25</td>
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<td>2015-082</td>
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<td>2015-084</td>
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<td>2015-090</td>
<td>FRONTIER</td>
<td>CABLE / UG</td>
<td>WEBBERVILLE RD BET ALLEN RD &amp; GRAND RIVER</td>
<td>LEROY</td>
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<td>2015-091</td>
<td>GREAT LAKES COMNET</td>
<td>CABLE / UG</td>
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<td>2015-092</td>
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<td>2015-100</td>
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<td>Case ID</td>
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<td>Location</td>
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<td>2015-101</td>
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<td>GAS</td>
<td>HAMILTON RD BET MARSH RD &amp;</td>
<td>MERIDIAN</td>
<td>21</td>
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<td></td>
<td></td>
<td></td>
<td>KINGSWOOD CIR</td>
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<td>2015-102</td>
<td>AT &amp; T</td>
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<td>MERIDIAN</td>
<td>33</td>
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<td></td>
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<td></td>
<td>HERITAGE AVE</td>
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<td>2015-106</td>
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<td>HAUL ROUTE</td>
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<td>2015-113</td>
<td>FRONTIER</td>
<td>CABLE / UG</td>
<td>ZIMMER RD BET SHERWOOD RD &amp;</td>
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<td>CHERRY VALLE LN</td>
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<td>2015-114</td>
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<td>COLUMBIA ST &amp; LAKE ST</td>
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<td>2015-115</td>
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<td>CABLE / UG</td>
<td>DOBIE RD &amp; GRAND RIVER AVE</td>
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MEMORANDUM

March 25, 2015

TO: Finance and Liaison Committees

FROM: Teri Morton, Budget Director

RE: First Quarter 2015 Budget Adjustments and Contingency Fund Update

Enclosed please find the recommended adjustments to the Ingham County budget for the first quarter of fiscal year 2015. The total increase to the General Fund is $113,662.

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 2014. Some of the larger projects carried over from the 2014 budget include $507,031 for the moose and bison exhibit at the Zoo, $110,375 for Mason Courthouse security enhancements, and two major imaging/scanning projects which are still ongoing, $224,211 for Probate Court and $228,702 for Circuit Court. Funds are also carried over for three evaluation contracts approved in 2014 - $74,900 for the space utilization study, $54,000 for the 911 Center organization assessment and $13,500 for the Animal Control Department evaluation.

The use of fund balance in the general fund is increased $109,943 to purchase a Sheriff vehicle and tires budgeted but not purchased in 2014, to outfit an Animal Control vehicle purchased in 2014, and to reappropriate the funds for the 911 Center assessment and Animal Control evaluation.

The largest adjustment is to the Road Department fund, which is increased by $1.75 million. $1.17 million is an increased use of unrestricted fund balance. This adjustment is done annually after the prior year’s final fund balance has been analyzed. The balance of the increase ($574,000) is due to expected additional funds from the Michigan Transportation Fund/Motor Vehicle Highway Fund. Various expenses will be increased using this available funding, the largest being $960,671 for asphalt and tack.

This resolution will also transfer $50,000 from the Trails & Parks millage to the Parks Department to increase maintenance supplies and to fund a contract with the Sheriff’s Office to patrol the parks. This transfer was approved in the 2015 budget contingent on the passage of the new millage.
Also included is an update of contingency fund spending so far this year. The current contingency amount is $228,307. The attached document details how the Board has allocated the contingency funds throughout the year, beginning with a balance of $317,183.

Should you require any additional information or have questions regarding this process, please don’t hesitate to contact me.
INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2015 INGHAM COUNTY BUDGET

WHEREAS, the Board of Commissioners adopted the 2015 Budget on October 28, 2014 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’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 to make the necessary transfers to adjust revenues and expenditures in the following funds, according to the attached schedules:

<table>
<thead>
<tr>
<th>FUND</th>
<th>DESCRIPTION</th>
<th>2015 BUDGET 3/15/15</th>
<th>PROPOSED CHANGES</th>
<th>PROPOSED BUDGET</th>
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<td>General Fund</td>
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<td>$113,662</td>
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<td>Road Department</td>
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<td>664</td>
<td>Mach. &amp; Equip. Revolving</td>
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## GENERAL FUND REVENUES

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<td><strong>Tax Revenues</strong></td>
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<td>County Property Tax</td>
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<td>Property Tax Adjustments</td>
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<td>Delinquent Real Property Tax</td>
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<tr>
<td>Unpaid Personal Property Tax</td>
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<td>Industrial Facility Tax</td>
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<td>Trailer Fee Tax</td>
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<td><strong>Intergovernmental Transfers</strong></td>
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<td>State Revenue Sharing</td>
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<td><strong>Department Generated Revenue</strong></td>
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### Emergency Operations
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- 2015 Proposed: 53,582

### Equalization /Tax Mapping
- 2015: 10,100
- 2015 Proposed: 10,100

### Facilities
- 2015: 194,123
- 2015 Proposed: 194,123

### Financial Services
- 2015: 48,052
- 2015 Proposed: 48,052

### Health Department
- 2015: 150,000
- 2015 Proposed: 150,000

### Human Resources
- 2015: 80,822
- 2015 Proposed: 80,822

### Probate Court
- 2015: 277,178
- 2015 Proposed: 277,178

### Prosecuting Attorney
- 2015: 562,839
- 2015 Proposed: 562,839

### Register of Deeds
- 2015: 2,036,729
- 2015 Proposed: 2,036,729

### Remonumentation Grant
- 2015: 85,000
- 2015 Proposed: 85,000

### Sheriff
- 2015: 6,331,424
- 2015 Proposed: 6,331,424

### Treasurer
- 2015: 4,298,087
- 2015 Proposed: 4,298,087

### Tri-County Regional Planning
- 2015: 62,976
- 2015 Proposed: 62,976

### Veteran Affairs
- 2015: 378,193
- 2015 Proposed: 378,193

### Total General Fund Revenues
- 2015: 80,725,093
- 2015 Proposed: 113,662
- 2015 Proposed Total: 80,838,755

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### GENERAL FUND EXPENDITURES

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<td><strong>113,662</strong></td>
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**General Fund Revenues**

- Cooperative Extension: Increase 4-H donation revenue $3,719 to reimburse copier and postage expenses.

- Use of Fund Balance: Increase use of fund balance for the following reappropriations; $54,000 for 911 Center organization assessment approved by Resolution 14-523, $13,500 for Animal Control Department evaluation approved by Resolution 14-475, $31,543 balance from 2014 Sheriff vehicle budget and $10,900 balance from 2014 Animal Control vehicle budget.

**General Fund Expenditures**

- Controller: Reappropriate $54,000 for 911 Center organization assessment approved by Resolution 14-523 and $13,500 for Animal Control Department evaluation approved by Resolution 14-475.
Sheriff
Reappropriate balance of 2014 vehicle budget to purchase one replacement vehicle ($29,043) and tires ($2,500).

Animal Control
Reappropriate $10,900 from 2014 vehicle budget to complete outfitting of truck received in 2014.

Cooperative Extension
Increase copier and postage expenses $3,719. Expenses reimbursed by 4-H donations.

Non-General Fund Adjustments

Road (F201)
Increase use of unrestricted fund balance $1,171,671. This is an annual adjustment that is done once the prior year’s final fund balance has been analyzed. Increase Michigan Transportation Fund/Motor Vehicle Highway Fund revenue $574,000 for two expected special state payments. Increase expenses as follows: $40,000 for temporary salaries, $53,000 for 2.5% salary increase, $147,000 for longevity payments, $960,671 for asphalt & tack, $80,000 for signals, $225,000 for pavement marking, and $240,000 for road equipment (two new tandem axle plow trucks and two new light truck chassis).

Parks (F208)
Transfer $50,000 from Trails & Parks Millage to fund a contract with the Sheriff’s Office to provide patrols using part-time deputies ($30,000) and to increase maintenance supplies ($20,000) as approved in the 2015 budget contingent on passage of the new millage. Increase budget to purchase 10 credit card terminals to replace failing ones ($8,000).

Family Counseling (F211)
Increase use of fund balance $2,000 and decrease psychological services expense $3,000. Contractual services will be increased $5,000 to supplement the Access & Visitation grant for supervised visitations.

Trails & Parks Millage (F228)
Transfer $50,000 from millage funds to Parks fund for a contract with the Sheriff’s Office to provide patrols using part-time deputies ($30,000) and to increase maintenance supplies ($20,000) as approved in the 2015 budget contingent on passage of the new millage.

Public Improvements (F245)
Reappropriate funds for the following capital improvement projects: Circuit Court key card reader ($1,600), District Court bathroom repairs ($2,456), new maintenance garage ($45,000), Lake Lansing Park bathhouse/concession renovation ($60,000), Hawk Island non-motorized trail ($60,000) and refurbish Animal Control 2 way radios ($5,500) per 2014 capital budget, space utilization study ($74,900) per 2014 capital budget and Resolution 14-379, Mason Courthouse security enhancements ($110,375) per 2014 capital budget and Resolution 14-166, Grady Porter Building window glazing ($8,541) per Resolution 14-501, and Jail audio system ($68,317) per Resolution 14-400.
Potter Park/Zoo (F258)  Reappropriate funds for the following capital projects not completed in previous years: security cameras/wireless internet ($12,698) approved in 2011 capital budget, zoo and park graphics ($10,000) and pavilion #2 roof repair ($90,127) approved in 2012 capital budget, raven exhibit ($10,000) approved in 2013 capital budget, pulverize north drive approved in 2014 capital budget and moose & bison exhibit ($507,031) per Resolution 14-290.

Juvenile Justice Millage (F264)  Reappropriate funds for roof replacement at the Little Red School House ($5,000) per the 2014 capital budget.

Anti-Drug Abuse Grant (F266)  Amend Byrne grant to recognize contribution of $47,887 from Tri-County Metro Squad contingency to cover reduction in grant funding.

Community Health Centers (F511)  Reappropriate funds for Adult Health Center patient kiosk per 2014 capital budget ($15,600).

MIS (F636)  Reappropriate remaining funds for the following projects: Probate Court scanning project ($224,211) approved by 2014 capital budget and Resolution 11-120 and Clerk imaging project ($10,554) approved by Resolution 13-199.

Mach./Equip. Revolving (F664)  Increase CIP upgrade funds to purchase replacement copier for Adult Probation ($7,431) and replacement PC and monitor for Health Department ($862). Reappropriate funds for the following capital projects: Circuit Court imaging/scanning project ($228,702), backscanning for Circuit Court ($50,000) and video surveillance for District Court ($4,200) per 2012 capital budget, video surveillance for District Court ($15,400) per 2013 capital budget, Health Department inventory accounting software ($4,750), Probate Court presence at St. Lawrence Campus ($8,000), video surveillance for District Court ($40,689), Circuit Court courtroom technology replacements ($9,974), Circuit Court e-filing software/integration ($10,000), Circuit Court polycomm replacements/video conferencing ($39,969), Circuit Court courtroom control system ($18,000), Animal Control body armor vests ($730), Animal Control laptop projector ($500) and Animal Control smart phones and smart pads ($8,461) per 2014 capital budget. Reappropriate funds for computer replacements budgeted but not purchased in 2014 for the following departments: Circuit Court ($28,960), District Court ($10,221), Equalization ($4,500), Health Department ($60,489), Probate Court ($10,343), Prosecuting Attorney ($4,714), and Sheriff ($4,202).