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FINANCE COMMITTEE  
MARK GREBNER, CHAIR  
BRIAN McGRAIN  
DEB NOLAN  
REBECCA BAHAR-COOK  
TODD TENNIS  
STEVE DOUGAN

## INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, MAY 2, 2012 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 [April 18, 2012](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Treasurer - Resolution to Provide the Ingham County Land Bank Fast Track Authority with Capacity Building [Funding](#)
2. Probate Court
  - a. Resolution to Approve Contracts for [Attorney Services](#) for Probate Court Mental Illness Matters Heard at St. Lawrence Hospital
  - b. Resolution to Approve Contracts for [Attorney Services](#) for Probate Court in General Matters
3. Mid South Substance Abuse Commission - Resolution Authorizing the Transfer of Funds to the Mid-South Substance Abuse Commission and a 2012 Contract for Accounting with [Respect Thereto](#)
4. Health Department
  - a. Resolution to Authorize an Agreement with [Peckham, Inc.](#) for Call Center Services
  - b. Resolution to Authorize an [Amendment](#) to Resolution #12-106
5. Facilities
  - a. Resolution Authorizing Entering into a Contract with [Spicer Group](#) to Provide Architectural and Engineering Services for the Repair of the Roof at the Ingham County Sheriff's Office and the Roof of Pavilion 2 at the Potter Park Zoo
  - b. Resolution Authorizing a Three Year Agreement with a Two Year Option to Renew with [Waste Management, Inc.](#) for Waste Removal and Recycling Services

6. Board of Commissioners
  - a. Resolution Instructing the Controller to Provide Notice to the City of Lansing of the County's Intent to Review the Pros and Cons of Renewing the Parks [Maintenance Agreement](#)
  - b. Resolution to Terminate the Agreement Between the City of Lansing and the County of Ingham for [Maintenance](#) of Certain City Parks (*Tabled from the April 18, 2012 Finance Committee Meeting*)
  
7. Controller/Administrator
  - a. Resolution Authorizing an Interoperability Communication Project for the Ingham County Public Safety Wireless Voice [Communication System](#)
  - b. Resolution Submitting to a Vote of the Electorate a Special Millage for Continuing Comprehensive Emergency Telephone Services ([911 Services](#))
  - c. Resolution to Submit to the Electorate a [Juvenile Millage](#) Renewal Question
  - d. Resolution of the Ingham County Board of Commissioners Concerning Transfer of [MERS](#) Assets and Liabilities for all Current and Past Employees of the Ingham County Road Commission
  - e. First Quarter 2012 Budget [Adjustments](#) and Contingency Fund Update - Resolution Authorizing Adjustments to the 2012 Ingham County Budget
  - f. Resolution Updating [Various Fees](#) for County Services

Announcements  
Public Comment  
Adjournment

**PLEASE TURN OFF CELL PHONES OR OTHER ELECTRONIC DEVICES  
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DISRUPTION DURING THE MEETING**

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

FINANCE COMMITTEE  
April 18, 2012  
Minutes

Members Present: Mark Grebner, Brian McGrain, Deb Nolan, Rebecca Bahar-Cook, Todd Tennis and Steve Dougan

Members Absent: None

Others Present: Mary Lannoye, Teri Morton, Board Chairperson Copedge, Vince Dragonetti, Travis Parsons, Michelle Rutkowski, Richard McNulty, Doug Stover, Rick Terrill, Chuck Gray, Deb Brinson, Mark Stevens, Jim Dravenstatt-Mocerri, Willis Bennett, Brett Kaschinske, and others

The meeting was called to order by Chairperson Grebner at 6:03 p.m. in the Personnel Conference Room “D & E” of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the April 4, 2012 Minutes

The April 4, 2012 Minutes were approved as submitted.

Additions to the Agenda

- 0a. Late – Resolution to Adopt the 2012 County Equalization Report as Submitted with the Accompanying Statements.
- 0b. Late – Resolution Designating County Representatives at State Tax Commission Hearings.
- 4. Substitute - Resolution Authorizing the Creation of a Full Time Human Resources Specialist Position within the Human Resources Department.
- 7. Substitute - Resolution Establishing Priorities to Guide the Development of the 2013 Budget and Activities of County Staff.
- 8a. Substitute - Resolution to Terminate the Agreement Between the City of Lansing and the County of Ingham for Maintenance of Certain City Parks.
- 8b. Additional Materials - Resolution Dissolving the Ingham County Road Commission and Transferring all of its Powers, Duties & Functions to the Ingham County Board of Commissioners, Creating a Department of Transportation, and Adopting a 2012 Budget for the Department.
- 8c. Pulled - Resolution Acknowledging the Existing ICRC MERS Divisions as Ingham County Divisions (*Materials to be Distributed Under Separate Cover*)

Limited Public Comment

None.

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

- 0a. Resolution to Adopt the 2012 County Equalization Report as submitted with the Accompanying Statements.
- 0b. Resolution Designating County Representatives at State Tax Commission Hearings.
- 2. Medical Care Facility - Resolution Granting Meridian Township an Easement for a Relocated Water Main Necessary for the Dementia Unit Addition under Construction at the Medical Care Facility
- 3. Health Department
  - a. Resolution to Authorize an Amendment to the Agreement with Capital Area Community Services to Serve Early Head Start Children Through the Family Outreach Services Program
  - b. Resolution to Authorize an Agreement for a Part Time Internal Medicine Physician
  - c. Resolution to Authorize a Memorandum of Understanding between St. Vincent Catholic Charities, Microenterprise Childcare Program of Michigan and the Ingham County Health Department to Serve Refugee Families
- 4. Human Resources - Resolution Authorizing the Creation of a Full Time Human Resources Specialist Position within the Human Resources Department
- 5. Facilities - Resolution Authorizing Entering into an Agreement with ICOMM for the Purpose of Replacing the Control Panel at the Ingham County Youth Center
- 6. Fair Board - Resolution Authorizing a Temporary Position at the Ingham County Fairgrounds

MOTION CARRIED UNANIMOUSLY.

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

MOTION CARRIED UNANIMOUSLY.

- 1. Sheriff's Office - Resolution Authorizing the Ingham County Sheriff's Office to Contract with Delhi Township for Parks Police Services with Seasonal Part-Time Deputies

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. DOUGAN, TO APPROVE THE RESOLUTION AUTHORIZING THE INGHAM COUNTY SHERIFF'S OFFICE TO CONTRACT WITH DELHI TOWNSHIP FOR PARKS POLICE SERVICES WITH SEASONAL PART-TIME DEPUTIES.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. BAHAR-COOK, TO AMEND THE RESOLUTION BY ADDING “BE IT FURTHER RESOLVED, THE BOARD OF COMMISSIONERS ASKS THAT THE SHERIFF’S DEPARTMENT MAKE EVERY EFFORT WHERE POSSIBLE TO CONSIDER HIRING ANY RECENTLY LAID OFF CITY OF LANSING OFFICERS”

MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED UNANIMOUSLY.

7. Controller’s Office - Resolution Establishing Priorities to Guide the Development of the 2013 Budget and Activities of County Staff

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. NOLAN, TO APPROVE THE RESOLUTION ESTABLISHING PRIORITIES TO GUIDE THE DEVELOPMENT OF THE 2013 BUDGET AND ACTIVITIES OF COUNTY STAFF.

Ms. Morton noted that the changes by the Liaison Committees are underlined.

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. DOUGAN, TO AMEND THE 4<sup>TH</sup> BE IT FURTHER RESOLVED BY ADDING BACK “INCLUDING THE POSSIBILITY OF A HYBRID PENSION PLAN”.

COMM. MCGRAIN WITHDREW HIS MOTION. COMM. DOUGAN WITHDREW HIS SUPPORT OF THE MOTION.

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. NOLAN, TO AMEND THE RESOLUTION BY ADDING “INCLUDING A HYBRID PENSION PLAN” as follows:

BE IT FURTHER RESOLVED, that the County will **pursue in the collective bargaining process** ~~develop and implement~~ long-term strategies to restructure retirement benefits that are financially sustainable and appropriate for all new employees **including a hybrid pension plan.**

MOTION CARRIED with Comm. Tennis Voting “no”.

Comm. Tennis asked to divide the question. Chairperson Grebner divided the question.

MOTION EXCLUDING ITEM F., THE 4<sup>TH</sup> BE IT FURTHER RESOLVED carried unanimously.

MOTION INCLUDING ITEM F., THE 4<sup>TH</sup> BE IT FURTHER RESOLVED, CARRIED with Comm. Tennis voting no.

8. Board of Commissioners
  - a. Resolution to Terminate the Agreement Between the City of Lansing and the County of Ingham for Maintenance of Certain City Parks

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE RESOLUTION TO TERMINATE THE AGREEMENT BETWEEN THE CITY OF LANSING AND THE COUNTY OF INGHAM FOR MAINTENANCE OF CERTAIN CITY PARKS.

Comm. Nolan asked how much as been invested in equipment. Mr. Bennett answered \$130,000. Comm. Nolan stated it is her belief it is not in the best interest of the County to terminate the contract.

Comm. Tennis echoed Comm. Nolan adding his concern for the employees. Comm. Tennis stated after listening to Mr. Kaschinske at the County Services meeting he believes terminating the contract would not have any effect on recalling seasonal employees. Comm. Tennis stated it is his impression that the spirit of the contract agreed not to lay off personnel and this was not met by the city of Lansing when they did not recall 20 or so seasonal employees. Comm. Tennis stated during renewal he will look at the contract with skepticism.

Comm. McGrain stated he is also unhappy with the contract.

The Committee discussed changing the language because they are concerned about the rights city of Lansing seasonal employees plus they would like to have further discussions for the annual renewal. Comm. Nolan asked if the County has the ability to hire city of Lansing seasonal employees. Mr. Bennett answered yes if there are open positions. The Committee acknowledged the pay and benefits are different for County employees. Mr. Kaschinske agreed that could happen.

The Committee asked staff to revise the resolution to clarify the aspects of the layoffs.

Comm. Bahar-Cook stated that the concern goes beyond the employees and there is concern of the spirit of the contract.

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. NOLAN TO TABLE THE RESOLUTION ASKING STAFF TO COME BACK WITH A REVISED RESOLUTION.

MOTION CARRIED UNANIMOUSLY.

- b. Resolution Dissolving the Ingham County Road Commission and Transferring all of its Powers, Duties & Functions to the Ingham County Board of Commissioners, Creating a Department of Transportation, and Adopting a 2012 Budget for the Department (*Materials to be Distributed Under Separate Cover*)

Chairperson Grebner stepped down as Chairperson and Vice-Chairperson McGrain resumed the meeting.

MOVED BY COMM. DOUGAN, SUPPORTED BY COMM. NOLAN, TO APPROVE THE RESOLUTION DISSOLVING THE INGHAM COUNTY ROAD COMMISSION AND TRANSFERRING ALL OF ITS POWERS, DUTIES & FUNCTIONS TO THE INGHAM COUNTY BOARD OF COMMISSIONERS, CREATING A DEPARTMENT OF TRANSPORTATION, AND ADOPTING A 2012 BUDGET FOR THE DEPARTMENT.

Ms. Lannoye noted that the 2012 budget and position list are included in the Blue Sheet.

Comm. Tennis provided a substitute resolution.

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE SUBSTITUTE RESOLUTION: RESOLUTION AUTHORIZING CONTRACTS WITH THE INGHAM COUNTY ROAD COMMISSION BOARD (ICRCB) FOR CERTAIN ADMINISTRATIVE FUNCTIONS: ESTABLISHING A REVIEW DATE FOR THE OPERATIONS OF THE ICRCB: AND ESTABLISHING A LIST OF PROVISIONS THAT WILL BE IMPLEMENTED SHOULD THE BOARD OF COMMISSIONERS VOTE TO DISSOLVE THE ICRCB.

Comm. Tennis stated it is his opinion that since the events in December 2011 the Road Commission Board leadership has changed and they are moving forward in a positive way.

(Board Chairperson Copedge left at 6:28 p.m.)

Comm. Tennis shared his original trepidations as: exposure to liability, what an advisory board would look like, who has authority to make final decisions, pot hole complaints, and design flaws to traffic flow. He noted that the Board of Commissioners may lack experience needed to handle some of the issues that may arise.

Comm. Tennis stated that the Board of Commissioners has already inserted itself into the Road Commission and he does not see how that was a good thing. He questioned if there would be a Liaison Commission solely focused on Road Commission Issues and if so which issues.

Comm. Tennis stated that if the Board of Commissioners did its due diligence and looked harder at the problems they may have taken care of themselves and some problems already have. Comm. Tennis noted that assumptions were made and there have been some regrets through this process but lessons have been learned.

Comm. Tennis stated that over the past few months he is pleased with the direction of the Road Commission and instead of reacting by abolishing a system of administration that has been around for decades the Commissioners should look at the appointment process and appoint people who are more road savvy than political.

Comm. Tennis explained that this substitute leaves the transfer language and does not change the initial resolution. It does give a state of execution (November) to allow the Road Commission Board to get things in order to deal with their problems. If the Commissioners at that time still wish to move forward it can be voted on in November.

Comm. Tennis stated he believes that the Road Commission Chairperson has earned a reprieve to an initial reaction.

(Board Chairperson Copedge returned at 6:35 p.m.)

Comm. Grebner stated that he sees an Advisory Board similar to the 911 Advisory Board made up by Township Supervisors or their appointees and requiring a unanimous vote prior to acting on a resolution. The Advisory Board would discuss allocation of funds and projects. General complaints would be handled by a different entity.

Comm. Grebner reiterated his statements over the past months that the problem is dysfunction. He questioned who has the ability to make decisions, who is in charge, who has control over the personnel and is a 3-2 Board vote functioning. He stated the Road Commission Board does not support the Managing Director. He provided examples supporting his questions then stated the Board of Commissioners has confidence in the Controller, and the employees do not go around the Controller because they know the Controller has the Board of Commissioners confidence.

Comm. Dougan believed that the 16 members of this Board of Commissioners were elected with certain skills and understanding of how things work, further, that after being on the Board they have continued to learn things since being elected. He stated that over time as a Board Member it has been necessary to become better educated, make adjustments and provide the best possible decisions for the constituents. Comm. Dougan stated that the Board of Commissioners is fully capable of assuming the Road Commission maybe not as well as the current Road Commission Board, but, some of them can not tell you where sections of roads are. Comm. Dougan stated he supports Comm. Grebner's statements.

Comm. Tennis stated that he is unaware of some of the examples Comm. Grebner provided but this is not the same Road Commission Board as a year ago. He expressed his concern of who would answer complaints and that having organized government running the Road Commission does not insulated it from issues. Comm. Tennis expressed his concern that the Board of Commissioners is moving to fast and by slowing this down there may be improvement.

Comm. McGrain expressed his concern that the substitute can not control who may or may not resign from the Road Commission Board and dissolving the Road Commission Board puts in a chain of command.

MOTION FAILED with Comm. Tennis voting yes.

Comm. Bahar-Cook asked for clarification on the public comment made by a CRAM representative. Ms. Lannoye explained she was looking at various liability vendors and is waiting for estimates; furthermore, if the County were to look at using Michigan County Road Commission Self Insurance Pool (MCRCSIP) their bylaws will not be ready until approximately July 2012 when they have their annual meeting. She noted there is language in the resolution to allow for flexibility. Ms. Lannoye stated the County has worker's compensation coverage. Comm. Bahar-Cook would like language in the resolution that County General Fund Dollars will not be used if there is a shortfall.

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. DOUGAN, TO AMEND THE RESOLUTION BY ADDING TO THE 5<sup>TH</sup> BE IT FURTHER RESOLVED "THE COUNTY GENERAL FUND DOLLARS WILL NOT BE USED TO SUPPLEMENT THE ROAD COMMISSION BUDGET" as follows:



BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby adopts the attached \$20.69 million line-item budget of the Transportation and Roads Fund for the January 1, 2012 through December 31, 2012 Fiscal Year. **The County General Fund Dollars will not be used to supplement the Transportation and Roads Fund.**

Ms. Lannoye noted that the County can use surplus fund to supplement the Road Commission. Comm. Tennis supports the amendment because it would allow for a road millage. Comm. Grebner noted the millage would then be Countywide. He noted that there have been times in the past when the Board of Commissioners has helped out the Road Commission by resolution and this would not hinder that. Comm. Dougan noted that it has been done for other County Departments from time to time.

Comm. Tennis expressed his concern that it would take the pressure off the State to provide funding to the County because they could say you can do it yourself.

MOTION CARRIED UNANIMOUSLY.

(Chairperson Copedge left at 7:03 p.m.)

The Committee discussed concerns and solutions to Road Commission complaints.

MOTION TO APPROVE THE RESOLUTION, AS AMENDED, CARRIED with Comm. Tennis Voting “no”

Vice-Chairperson McGrain stepped down and Chairperson Grebner resumed with the meeting.

Announcements

None.

Public Comment

Tom Gamez, ICRC, stated that the State Police respond to stop sign and signal changes plus people call in with their cell phones to complain about pot holes so those issues would not be typically handled by the Board. He thanked Comm. Tennis for his comments about not being fully informed of the events last December.

Mr. Gray, UAW, was disappointed with the amendment of Item #7 and appreciates Comm. Schor and Comm. Tennis' position on the amendment.

The meeting adjourned at approximately 7:13 p.m.

Respectfully submitted,

Julie Buckmaster

## MAY 2, 2012 FINANCE AGENDA STAFF REVIEW SUMMARY

### RESOLUTION ACTION ITEMS:

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

2a. Probate Court - Resolution To Approve Contracts For Attorney Services For Probate Court Mental Illness Matters Heard At St. Lawrence Hospital

The Resolution would authorize a continuation of two legal counsel service contracts in guardianship, conservatorship, and other matters for the 2012 fiscal year from the existing Probate Court budget as follows:

- 1) Attorney Michael Staake for 25 weeks not to exceed \$6,756.75
- 2) Attorney William Metros for 12 weeks not to exceed \$3,243.25

These are the same attorneys and amounts that were approved in 2011 for these statutorily required Probate Court legal services.

2b. Probate Court - Resolution to Approve Contracts for Attorney Services for Probate Court in General Matters

This resolution would authorize a continuation of two legal counsel service contracts to respondents in involuntary mental illness matters for the 2012 fiscal year from the existing Probate Court budget as follows:

- 1) Attorney Robert Refior not to exceed \$8,500.00
- 2) Attorney Elias Kafantaris not to exceed \$8,500.00

These are the same attorneys and amounts that were approved in 2011 for these statutorily required Probate Court legal services.

3. Mid-South Substance Abuse Commission - Resolution Authorizing the Transfer of Funds to the Mid-South Substance Abuse Commission and a 2012 Contract for Accounting with Respect Thereto

This resolution will authorize the transfer of State Liquor tax funds to Mid-South Substance Abuse Commission to use the funds for substance abuse prevention and treatment programs per the terms of the state statute, along with the accounting and auditing requirements. MCL 211.24(e), commonly known as the State Liquor Tax Law, allows Ingham County the option of retaining the entire amount of liquor tax revenue provided that these monies be used to offset property tax revenues by an equal amount, or the option of retaining one-half of the revenues and distributing the other half to the County's designated coordinating agency for substance abuse prevention and treatment services. The Board of Commissioners chose to keep one-half of the funds for the General Fund budget in 2012, and is now required to give the other half to the designated substance abuse coordinating agency for their use as described above. The expected/budgeted total distribution for 2012 is \$1,838,957 with Mid-South Substance Abuse Commission receiving \$919,479 and the County General Fund receiving the other half.

4a. *Health Department - Resolution to Authorize an Agreement with Peckham, Inc. for Call Center Services*

This resolution authorizes a 3-year agreement (and automatic renewal provision) with Peckham, Inc. for call center services. Peckham has provided call center services for the Ingham County Health Department Health Plan Management Services (HPMS) since 2006. In the new agreement, Peckham has proposed a rate increase for incoming calls answered by its agents during normal business hours from fifty one cents (\$.51) per minute to fifty three cents (\$.53) per minute. The amount of the agreement will not exceed \$10,000 per year. **Per Board of Commissioners Resolution #10-357, "In general, annual cost increases should not exceed 1% a year for the 2010, 2011, and 2012 County fiscal years". The cost increase included in the proposed agreement represents an increase of approximately 4% over the previous year.**

4b. *Health Department - Resolution to Authorize an Amendment to Resolution #12-106*

This resolution will amend Resolution #12-106, to reclassify an existing PHN Grade 3 position to a PHN Grade 4 Level to provide program coordination for the Nurse Family Partnership Program. Funds are available through the CPBC agreement. The Health Department plans to post the position internally.

5a. *Facilities – Resolution Authorizing Entering into a Contract with Spicer Group to Provide Architectural and Engineering Services for the Repair of the Roof at the Ingham County Sheriff's Offices and the Pavilion 2 Roof at the Potter Park Zoo*

The resolution authorizes awarding a contract to Spicer Group, to provide Architectural and Engineering Services for the roof repairs. The Purchasing and Facilities Departments both recommend that a contract be awarded to Spicer Group for a base total bid not to exceed \$9,500. Spicer was not the low bid, but was recommended based on their superior experience. They are a local vendor who has other relevant experience working on roofing projects of similar size and scope. Spicer also has previous, successful experience working for the county. Funds are available in the capital budget.

5b. *Facilities – Resolution Authorizing a Three Year Agreement with Waste Management, Inc. for Waste Removal and Recycling Services at all County Facilities, County Parks, and the Fairgrounds*

The resolution authorizes awarding a contract to Waste Management, Inc. for the purpose of providing waste removal and recycling services to all county facilities, county parks and the fairgrounds. Waste Management, Inc. who submitted the lowest responsive and responsible bid of \$36,545.00 per year, for a total base cost, were chosen, after going through a competitive bidding process, and have the recommendation of both the Facilities and the Purchasing Departments. Funds for this contract are available within the appropriate trash removal accounts (921030).

7a. *Controller/Administrator – Resolution Authorizing an Interoperability Communication Project for the Ingham County Public Safety Wireless Voice Communication System*

This resolution would authorize up to \$12,100 for the Ingham County Public Safety Radio Communications System - Interoperability Communication Project.

This will include the purchase of seven UHF mobile radios, antennas, and cable to be used for patching all of the county backup radio systems to the dispatch consoles at the new Ingham County 911 Central Dispatch Center.

In addition funds are being requested to purchase a VHF mobile radio and related equipment and the labor costs of hanging the antenna on the Tower at the new 911 Center to enhance interoperability with several counties. (See attached memo.)

7b. Controller/Administrator – Resolution Submitting to a Vote of the Electorate a Special Millage for Continuing Comprehensive Emergency Telephone Services (911 Services)

This resolution would authorize the ballot question of the renewal of the Comprehensive Emergency Telephone Services (911 Services) Millage to be submitted to a vote of the electorate in the primary election to be held on August 7, 2012. The millage rate and time frame would be the same as the last renewal. The rate would remain at \$0.85 per thousand dollars of state taxable valuation to be continued and renewed for a period of four years (2012-2015). (See attached memo.)

7c. Controller/Administrator – Resolution to Submit to the Electorate a Juvenile Millage Renewal Question

This resolution would authorize the ballot question of the renewal of the Juvenile Justice Millage to be submitted to a vote of the electorate in the primary election to be held on August 7, 2012. The millage rate and time frame would be the same as the last renewal. The rate would remain at \$ 0.60 per thousand dollars of state taxable valuation to be continued and renewed for a period of five years (2012-2016). (See attached memo.)

7d. Controller/Administrator – Resolution of the Ingham County Board of Commissioners Concerning Transfer of MERS Assets and Liabilities for all Current and Past Employees of the Ingham County Road Commission

This resolution authorizes the transfers of all of the Road Commission's MERS Divisions. Please note the actuarial values of the Divisions will be tracked separately as well as the employer's annual contribution. Attorneys for both the County and MERS have reviewed the resolution.

7e. Controller/Administrator – Resolution Authorizing Adjustments to the 2012 Ingham County Budget

The resolution authorizes budget adjustments for the first quarter of 2012. Also included is an updated of the 2012 contingency fund. Please refer to attached memo for additional details.

**OTHER ACTION ITEMS:**

1. Treasurer's Office - Resolution to Provide the Ingham County Land Bank Fast Track Authority with Capacity Building Funding

The Controller's Office is not supporting this resolution. The request would increase the contribution from the Delinquent Tax Revolving Fund (DTRF) to the Land Bank from \$250,000 to \$400,000. The DTRF dollars could be used to supplement the general fund. The Treasurer's office did not include any written materials supporting their request other than the resolution. The Treasurer did respond to the Controller's inquiry as to the reason for the increase with a brief statement that their workload had increased.

6a/b. Board of Commissioners - Resolution Instructing the Controller to Provide Notice to the City Of Lansing of the County's Intent to Review the Pros and Cons of Renewing the Parks Maintenance Agreement and Resolution to Terminate the Agreement Between the City of Lansing and the County of Ingham for Maintenance of Certain City Parks (Tabled from the April 18, 2012 Finance Committee Meeting)

At the April 18 Finance Committee Meeting, the committee tabled the "Resolution to Terminate the Agreement Between the City of Lansing and the County of Ingham for Maintenance of Certain City Parks," and directed the Controller to bring back a resolution that would instead inform the City of Lansing that the Board of Commissioners will carefully evaluate all of the pros and cons of this maintenance contract before it is renewed for an additional year. Both the original resolution and the new resolution are included in the packet.

The original resolution tabled by the Finance Committee would provide a 30 day notice to terminate the agreement with City of Lansing. The existing agreement states that it is not the intent of either party that any current City of Lansing employee be laid off as a result of entering into this agreement. Since entering into this agreement the City has sought proposals to privatize the maintenance of the remainder of their Parks system. As a result, a number of seasonal employees have been notified that they will not be called back to work. The actual number is unclear and is subject to negotiations with the City's UAW bargaining unit. It is also unclear how many, if any, of the seasonal employees that may not be called back are associated with the County's contract.

The County's 2012 budget for the Parks Department assumed a \$30,000 administrative fee and \$14,000 in reimbursements for Supervisory Staff as a result of this contract. In addition, the County purchased over a \$100,000 worth of equipment related to the provision of these services. The contract provided that the County would recoup the equipment costs through annual depreciation charges that were included in the \$236,000 contract. If the City cancelled the contract they were responsible for purchasing the equipment at its current market value. If the County cancels the contract we would be absorbing these annual depreciation costs. The Parks Department would be able to use the equipment but it would be way over and above what they would have needed in terms of their regular replacement cycles.

**DISCUSSION ITEM:**

7f. Controller/Administrator – *Resolution Updating Various Fees for County Services*

The Controller's Office annually prepares for the Board of Commissioners' review, details about adjustment of the fees for the upcoming budget process. This review has been completed and some adjustments are being presented to the Board of Commissioners for their future consideration. This information is being presented at the current round of committee meetings as a discussion item for input from the Board of Commissioners. A resolution recommending any fee increases will be presented at the next round of meetings for adoption. A draft version for discussion is included in this packet. (See attached memo for details.)

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO PROVIDE THE INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY  
WITH CAPACITY BUILDING FUNDING**

WHEREAS, the incidence of tax foreclosure caused by lingering economic turmoil and hardship through 2014 is expected to be significant; and

WHEREAS, in 2005 the County, County Treasurer and the Michigan Land Bank Fast Track Authority entered into an agreement to establish an Ingham County Land Bank; and

WHEREAS, the Land Bank has grow to be a significant economic development tool in Ingham County and is the major public responder to the plight of property thrown into tax foreclosure; and

WHEREAS, the need exist for capacity at the Land Bank to deal with the growing inventory of property and the housing initiatives through HUD's Neighborhood Stabilization Program and the Federal Home Loan Bank of Indianapolis; and

WHEREAS, the increased incidence of tax delinquency, forfeiture and foreclosure while increasing the responsibilities placed upon the Land Bank is also increasing the revenue to the County Treasurer's Delinquent Tax Revolving Fund for tax years through 2014; and

WHEREAS, the Land Bank has significant physical assets with value to unlock and redeploy in the future, but faces property management and disposition challenges currently.

THEREFORE BE IT RESOLVED, that the County Board authorizes annual funding of \$400,000 to the Ingham County Land Bank from the Delinquent Tax Revolving Fund for tax years 2009 through 2011.

BE IT FURTHER RESOLVED, that the County Controller is directed to make all necessary budget adjustments consistent with this resolution.

# MEMORANDUM

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TO:                               Judiciary Committee  
                                      Finance Committee

FROM:                             George M. Strander  
                                      Probate Court Administrator & Probate Register

DATE:                             April 12, 2012

RE:                                Probate Court attorney contracts

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For many years the Probate Court has had contracts with local attorneys to provide statutorily-mandated attorney services in mental illness cases and in general probate matters. For several years, the mental contract has been for a total of \$10,000 per year and the general probate contract for a total of \$17,000 per year. We have used attorneys Michael Staake and William Metros for mental and attorneys Robert Refior and Elias Kafantaris for general probate.

Prior to turning to contracts for attorney services our court used attorney lists for both types of cases. Under this model, attorneys charged our court for each specific appearance. By going to a contract basis for attorney service we have saved our court and the county tens of thousands of dollars a year.

We are asking for the annual contract with Mr. Staake and Mr. Metros for the same compensation (\$10,000) to be approved again for 2012. We are also asking for the annual contract with Mr. Refior and Mr. Kafantaris for the same compensation (\$17,000) to be approved again for 2012. Draft resolutions are attached.

Introduced by the Judiciary and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE CONTRACTS FOR ATTORNEY SERVICES FOR PROBATE COURT  
MENTAL ILLNESS MATTERS HEARD AT ST. LAWRENCE HOSPITAL**

WHEREAS, the Ingham County Probate Court, in response to recent budget difficulties, seeks to reduce expenses wherever possible while maintaining services; and

WHEREAS, the Probate Court, by statute, must provide legal counsel to respondents in involuntary mental illness matters; and

WHEREAS, the Probate Court has for some time entered into cost-saving contractual relationships with a few local attorneys to provide mental-illness-related counsel services at St. Lawrence Hospital as part of a tri-county coverage of local mental illness cases; and

WHEREAS, the attorneys Michael Staake and William Metros have provided these services in the past, have rendered good service, are willing to continue for the 2012 year, and this Court is willing to have them so continue; and

WHEREAS, attorney Michael Staake is willing to provide said services for 25 of the 37 relevant weeks, for a prorated compensation of \$6,756.75, and attorney William Metros is willing to provide said services for the remaining 12 weeks, for a prorated compensation of \$3,243.25.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approve Probate Court's legal counsel service contracts to represent respondents in involuntary mental illness matters at St. Lawrence Hospital for the 2012 fiscal year from the existing Probate Court budget as follows:

- 1) Attorney Michael Staake for 25 weeks not to exceed \$6,756.75
- 2) Attorney William Metros for 12 weeks not to exceed \$3,243.25

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



Introduced by the Judiciary and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE CONTRACTS FOR ATTORNEY SERVICES FOR PROBATE COURT  
IN GENERAL MATTERS**

WHEREAS, the Ingham County Probate Court, in response to recent budget difficulties, seeks to reduce expenses wherever possible while maintaining services; and

WHEREAS, the Probate Court, by statute, must provide legal counsel to respondents in guardianship, conservatorship, and other matters; and

WHEREAS, the Probate Court has for some time entered into cost-saving contractual relationships with a few local attorneys to provide said required attorney services; and

WHEREAS, the amount of \$17,000 is a fair and appropriate amount for the provision of said services for an entire year; and

WHEREAS, the attorneys Robert Refior and Louis Kafantaris have provided these services in the past, have rendered good service, are willing to continue for the 2012 year, and this court is willing to have them so continue; and

WHEREAS, it is appropriate for each of said attorneys to be compensated on-half of the total contract (i.e., \$8,500 each).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approve Probate Court's legal counsel service contracts in guardianship, conservatorship, and other matters for the 2012 fiscal year from the existing Probate Court budget as follows:

- 1) Attorney Robert Refior not to exceed \$8,500.00
- 2) Attorney Elias Kafantaris not to exceed \$8,500.00

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

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS TO THE MID-SOUTH SUBSTANCE ABUSE COMMISSION AND A 2012 CONTRACT FOR ACCOUNTING WITH RESPECT THERETO**

WHEREAS, MCL 211.24(e), commonly known as the State Liquor Tax Law, allowed Ingham County the option of retaining the entire amount of liquor tax revenue provided that these monies be used to offset property tax revenues by an equal amount, or the option of retaining one-half of the revenues and distributing the other half to the County's designated coordinating agency for substance abuse prevention and treatment; and

WHEREAS, the Ingham County Board of Commissioners, during the 2012 budget process, chose to retain one-half of these liquor tax revenues for the General Fund and is now required to distribute the other one-half of these revenues to the designated coordinating agency, the Mid-South Substance Abuse Commission, to use said funds for substance abuse prevention and treatment programs in Ingham County; and

WHEREAS, the Statute requires the Mid-South Substance Abuse Commission to use said funds for substance abuse prevention and treatment programs in Ingham County; and

WHEREAS, the Department of Treasury has recommended certain accounting and/or auditing procedures to be used with respect thereto.

THEREFORE BE IT RESOLVED, that a contract be entered into with the Mid-South Substance Abuse Commission in an amount not to exceed \$919,479 for the time period of January 1, 2012 through September 30, 2012, which provides that the Mid-South Substance Abuse Commission will provide Ingham County with substance abuse services and accounting and audit reports consistent with the requirements of the Michigan Department of Treasury, demonstrating its use of funds received from Ingham County from liquor tax revenues, which use shall be in accordance with the requirements of MCL 211.24(e).

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

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

MEMORANDUM

To: Human Services Committee  
Finance Committee

From: Renée Branch Canady, PhD, MPH, Health Officer

Date: April 19, 2012

Subject: Request to Authorize an Agreement with Peckham, Inc. for Call Center Services

The Ingham County Health Department Health Plan Management Services (HPMS) has an existing agreement with Peckham, Inc. (Peckham) for Call Center Services. This agreement began June 1, 2006 per Resolution #06-124 and was extended until May 31, 2012 per Resolution #09-307.

Fourteen County Health Plans covering 21 of Michigan's 83 counties contract with HPMS to provide administrative services including the operation of three call centers: Claims Services, Provider Services and Member Services. An essential service provided by HPMS through these call centers is one on one customer service with a live person. Each Call Center operates Monday through Friday, 8:00 am to 5:00 pm. Prior to the existing contract between HPMS and Peckham, 80% of the calls were answered by staff; while the remaining 20% were either abandoned (5%) or received into voicemail (15%) and returned by the end of the next business day. To ensure that HPMS can meet its contractual obligations with the County Health Plans, which is to ensure that all member calls are answered by a human voice, regardless of HPMS staff availability, HPMS contracts with Peckham to receive calls directly from members when HPMS staff is unavailable.

The agreement between Peckham and HPMS is long standing and extremely beneficial to HPMS operations as it allows HPMS to meet its contractual obligations with the fourteen County Health Plans. Through its six year history, Peckham and HPMS have created a specific technical working environment that allows staff from both agencies to utilize the same member management system to access member information, which creates an efficient and effective means for immediate shared communications. Peckham is the only agency who can provide this service.

In the new agreement, Peckham has proposed a rate increase for incoming calls answered by its agents during normal business hours from fifty one cents (\$.51) per minute to fifty three cents (\$.53) per minute. The amount of the agreement will not exceed \$10,000 per year. Funds are included in the Contractual Services line item of HPMS's 2012 Budget for this purpose.

The term of the new agreement shall be June 1, 2012 through May 31, 2015 and will automatically renew at the end of the term unless either party provides notice otherwise.

I recommend that the Board of Commissioners authorize the proposed agreement with Peckham, Inc.

Attachment

c: Debra Brinson  
John Jacobs  
Jayson Welter  
Holly Wilson  
Jonathon MacGowen  
Carolyn Redman

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH PECKHAM, INC. FOR  
CALL CENTER SERVICES**

WHEREAS, the Ingham County Health Department's Health Plan Management Services (HPMS) provides administrative support services to the Ingham Health Plan Corporation and to 14 County Health Plans; and

WHEREAS, one function of HPMS is to operate three toll-free call centers to assist the enrolled member population and medical providers; and

WHEREAS, Resolutions #09-307 and #06-124 authorized the Health Department to enter into a call center services agreement with Peckham, Inc., for the time period of June 1, 2006 through May 31, 2012; and

WHEREAS, the new agreement with Peckham, Inc. includes a rate increase for incoming calls answered by its agents during normal business hours from fifty one cents (\$.51) per minute to fifty three cents (\$.53) per minute;

WHEREAS, all other terms and conditions of the agreement remain the same as in past agreements;

WHEREAS, the term of the agreement shall be June 1, 2012 through May 31, 2015 and will automatically renew at the end of the term unless either party provides notice otherwise; and

WHEREAS, funds are included in the Contractual Services line item of HPMS's 2012 Budget for this purpose; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize an agreement for call center services from June 1, 2012 through May 31, 2015 and to allow it to automatically renew at the end of the term unless either party provides notice otherwise.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an amendment to the call center services agreement with Peckham, Inc., 2822 N. Martin Luther King Jr., Blvd, Lansing.

BE IT FURTHER RESOLVED, that the new agreement shall include a rate increase for incoming calls answered by its agents during normal business hours from fifty one cents (\$.51) per minute to fifty three cents (\$.53) per minute for the period of June 1, 2012 through May 31, 2015 and it will automatically renew at the end of the term unless either party provides notice otherwise.

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

**MEMORANDUM**

TO: Human Services Committee  
County Services Committee  
Finance Committee

FROM: Renée B. Canady, PhD, MA, Health Officer

DATE: April 19, 2012

RE: Authorization to Amend Resolution #12-106

In Resolution #12-106, the Board of Commissioners authorized Amendment #2 to the Comprehensive, Planning, Budgeting and Contracting (CPBC) Agreement with the Michigan Department of Community Health (MDCH).

In this Amendment, MDCH adds new funding for the Nurse Family Partnership Services. In the resolution, four public health nursing positions were established at the PHN Grade 3 Level. In the spreadsheet detail, funds were also budgeted for a PHN Grade 4 Level to provide program coordination. It is the intent to use an existing Public Health Nurse in the Health Department, and add these additional responsibilities which would reclassify the position as a Senior Public Health Nurse (PHN Grade 4). We want to emphasize that we are not creating an additional position. This should have been included in the original resolution; however, it was left out in error.

Human Resources has reviewed and approved the attached job description. The ICEA/PHN supports the reclassification.

I recommend that the Board of Commissioners adopt the amended resolution and authorize the reclassification of an existing Public Health Nurse (PHN/3) to a Senior Public Health Nurse (PHN/4).

c: John Jacobs w/attachment  
Debbie Edokpolo w/attachment  
Karen Jennings w/attachment  
Travis Parsons w/attachment  
Sarah Bryant w/attachment

Nurse-Family Partnership Sample Budget: 100 Families								
For start-up prior to 7/1/2012				Ingham County Health Department				
<b>Personnel Costs</b>								
<i>Figures are a national average, not a recommendation. Please use your own local salary figures.</i>								
						Increase/Year		
	Base Salary	Fringe Benefits				2.0%	2.0%	
		48%	Total	% Effort	Day-Sept Year	Year 2	Year 3	Total
Nurse Supervisor	3,055	\$ 1,466	\$ 4,521	90%	\$ 1,709	\$ 4,521	\$ 4,611	\$ 10,842
Nurse Home Visitor 1	65,288	31,338	\$ 96,626	100%	\$ 40,583	96,626	98,559	235,768
Nurse Home Visitor 2	65,288	31,338	\$ 96,626	100%	\$ 40,583	96,626	98,559	235,768
Nurse Home Visitor 3	56,928	27,325	\$ 84,253	100%	\$ 35,386	84,253	85,939	205,578
Nurse Home Visitor 4	56,928	27,325	\$ 84,253	100%	\$ 35,386	84,253	85,939	205,578
Data Entry/Support Person		-	\$ -	50%	\$ -		-	-
<b>Sub-Total (Personnel)</b>					<b>153,648</b>	<b>366,280</b>	<b>373,606</b>	<b>893,534</b>
<b>CHD Administrative Cost Alloc 15.68% of personnel</b>					<b>24,092</b>	<b>57,433</b>	<b>58,581</b>	<b>140,106</b>
<b>Administrative Costs (Please adjust to local costs)</b>								
Office Supplies	\$ 371	per nurse	per year		779	1,892	1,930	4,601
Client Support Materials	\$ 52	per family	per year		2,184	5,304	5,410	12,898
Copies of forms/facilitators (B/	\$ 68	per family	per year		1,200	6,936	7,075	15,210
Postage	\$ 6	per family	per year		252	612	624	1,488
Computers w/ Software	\$ 1,650	Each NHV			6,600			
Computer Network Fees	\$ 52	per month			416	636	649	1,702
Cellular Phones	\$ -	purchase one	per nurse		-	-	-	-
Cellular Usage Fees	\$ 360	per nurse	per year		756	1,836	1,873	4,465
Medical & Program Supplies	\$ 412	per NHV Yr 1; half that Yrs 2 & 3			900	840	857	2,597
Professional Development	\$ 515	per nurse	per year		1,800	2,627	2,679	7,106
Mileage (20 trips/family/yr)	10	mi/trip	\$ 0.555 per mile		4,662	11,322	11,548	27,532
<b>Sub-Total (Administrative)</b>					<b>19,549</b>	<b>32,005</b>	<b>32,646</b>	<b>84,199</b>
<b>Total Cost Personnel &amp; Administrative</b>					<b>197,289</b>	<b>455,718</b>	<b>464,832</b>	<b>1,117,839</b>
<b>NFP Services</b>								
		Yr 1	Yr 2	Yr 3				
Start up fee		\$ 4,192			4,192			4,192
NFP Data & Reporting System Set-Up		\$ 1,467			1,467			1,467
Nurse Initial Education Tuition		\$ 4,069	per NHV		16,276	-	-	16,276
Supervisor Initial Education Tuition		\$ 4,803	per Supv.		4,803	-	-	4,803
Administrator Initial Education Tuition		\$ 480	per Administrator		480	-	-	480
Number of Administrators who will attend		1						
Nurse Education Materials		\$ 517	per NHV and Supv.		2,585	-	-	2,585
Technical Assistance		\$ 9,080			9,080			9,080
<b>New Fee Structure to Take Effect on Agency's First Contract Anniversary after July 1, 2012</b>								
Program Support Fee			\$ 7,046	\$ 7,046		7,046	7,046	14,092
Nurse Consultation Fee			\$ 8,447	\$ 8,447		8,447	8,447	16,894
<b>Total Cost Nurse-Family Partnership Services</b>					<b>38,883</b>	<b>15,493</b>	<b>15,493</b>	<b>69,869</b>
<b>Nurse-Family Partnership Travel Costs (Airfare/Hotel/Meals)</b>								
Travel: Agency to Administrator Education	\$ 1,100	per Administrator			1,100	-	-	1,100
Travel: Agency to Education Unit 2	\$ 1,550	per NHV and Supv.			7,750	-	-	7,750
Travel: Agency to Education Unit 4	\$ 1,050	per Supv.			1,050	-	-	1,050
Travel: Supervisor to Annual Education	\$ 1,050	\$ 1,050	\$ 1,050		1,050	1,050	1,050	3,150
<b>Total Costs of Travel</b>					<b>10,950</b>	<b>1,050</b>	<b>1,050</b>	<b>13,050</b>
<b>Additional Costs</b>								
NCAST Materials	See narrative				1,138			1,138
PIPE Materials	See narrative				2,695			2,695
ASQ Materials	See narrative				950			950
Dyadic Measurement Training	See narrative				5,870			5,870
Edinburgh/PHQ-9 Training	See narrative				-			-
HOME IT Assessment Materials	See narrative				75			75
<b>TOTAL ANNUAL BUDGET</b>					<b>\$ 257,850</b>	<b>\$ 472,261</b>	<b>\$ 481,375</b>	<b>\$ 1,211,486</b>

<b>Revenue</b>								
CPBC	Amount for 3rd year unknown. Assume 50%.				300,000	485,000	485,000	1,270,000
MIHP	Assume 45 clients @ 1.5 visits/mo.							-
Medicaid Outreach	Assume 90% of 50% match on half of budget.							-
<b>TOTAL ANNUAL REVENUE</b>					<b>\$ 300,000</b>	<b>\$ 485,000</b>	<b>\$ 485,000</b>	<b>\$ 1,281,775</b>

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

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO RESOLUTION #12-106**

WHEREAS, in Resolution #12-106, the Board of Commissioners authorized Amendment #2 to the Comprehensive Planning, Budgeting, and Contracting (CPBC) Agreement with the Michigan Department of Community Health; and

WHEREAS, the Amendment provided additional funding for the Nurse Family Partnership Services Program; and

WHEREAS, the Amendment established four Public Health Nursing Positions at the PHN/3 Grade Level; and

WHEREAS, the resolution should have included that an existing Public Health Nurse would provide program coordination, resulting in the reclassification to a Senior Public Health Nurse Grade 4 Level; and

WHEREAS, the Human Resources Department has evaluated and approved the job description for a Senior Public Health Nurse (PHN4); and

WHEREAS, the ICEA/PHN supports the recommendation.

THEREFORE BE IT RESOLVED, that Resolution #12-106 an existing Public Health Nurse (PHN/3) position shall be reclassified to a Senior Public Health Nurse (PHN/4) in order to provide coordination for the Nurse Family Partnership Services Program.

BE IT FURTHER RESOLVED, that all other terms and conditions of Resolution #12-106 remain unchanged.

**INGHAM COUNTY  
JOB DESCRIPTION**

**SENIOR PUBLIC HEALTH NURSE**

**General Summary:** Under the supervision of the Public Health Nurse and Special Programs Manager, provides leadership for the Public Health Nursing team. Oversees staff and programs which include, but are not limited to, Maternal Infant Health, Asthma Case Management, Lead and Early-On. Provides orientation, consultation and guidance to nurse case management staff. Ensures departmental, state and federal guidelines are followed. Serves on various committees and attends public health meetings. Maintains a caseload for which comprehensive community health nursing services are provided.

**Essential Functions:**

1. Provides orientation, training and guidance regarding nurse case management and the services provided. Develops and coordinates resources to assist staff in providing care to their clients.
2. Plans and coordinates staff work assignments. Allocates team referrals and monitors productivity to ensure an appropriate and balanced work load.
3. Supports and monitors staff to ensure compliance with programmatic requirements. Provides direction, evaluates documentation and consults on problematic cases. Provides overall leadership and guidance to staff.
4. Oversees the scheduling of student nurses. Facilitates their orientation and works closely with staff to provide an enhanced student experience.
5. Represents the Public Health Nursing Division by serving on various internal and external committees. Participates in the assessment of community needs to establish or revise public health programs, policies and procedures.
6. Organizes and evaluates health awareness activities such as health fairs and school-based activities. Collaborates with community organizations to initiate and oversee health fairs.
7. Plans, implements and evaluates public health outreach and community education on such topics as prenatal care, post-partum mood disorders, infant care, child development, and others.
8. Compiles and submits various reports on program effectiveness and activities. Organizes and attends staff meetings as needed.
9. Provides comprehensive case management and coordinated services through a multi-disciplinary approach. Assesses a client's physical, mental, cultural, spiritual, financial, educational and developmental needs. Evaluates the progress of the care plan and modifies as necessary.
10. Provides for and arranges services under local, state and federal programs such as MIHP, Early-On and Medicaid. Collaborates extensively with multiple community agencies. Consults with other health care professionals to identify services.
11. Plans and provides education to clients regarding parenting, nutrition, health care, prenatal care, breast-feeding, safety, communicable disease and other topics as needed by clients.



12. Identify families with child abuse, neglect, substance abuse and mental health issues. Make referrals to appropriate authorities such as Child Protective Services.

### **Other Functions:**

- Performs other duties as assigned.
- Must adhere to departmental standards in regard to HIPPA and other privacy issues.
- During a public health emergency, the employee may be required to perform duties similar to but not limited to those in his/her job description

*(An employee in this position may be called upon to do any or all of the above tasks. These examples do not include all of the tasks which the employee may be expected to perform.)*

### **Employment Qualifications:**

**Education:** A Bachelor's Degree in Nursing is required. Prefer coursework or emphasis in Public Health Nursing.

**Experience:** A minimum of 4 years experience working in a community health nursing or public nursing setting is required.

**Other Requirements:** Must possess a current license to practice as a Registered Nurse in the State of Michigan. Must also have a current driver's license in good standing.

*(The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria)*

### **Physical Requirements:**

- Sitting, walking, standing, bending over and lifting/holding/carrying objects found in an office environment.
- Ability to communicate and respond to co-worker and customer inquiries both in person and over the phone.
- Ability to operate a PC/laptop and to enter & retrieve information from a computer.
- Ability to handle varying and often high levels of stress.

*(This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the requirements listed above. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements.)*

### **Working Conditions:**

- The work environment varies. When working in the office, sensory experience includes uniform temperatures, conversational noise and everyday office activities. When working in client homes, exposure to unpleasant environments increases. Examples include odors, smoke, loud noises, unusual temperatures and various states of repair and cleanliness.
- Regular interaction to unstable and dysfunctional families in high-risk neighborhoods.
- Exposure to communicable diseases, blood and other bodily fluids.

*Union  
Pay Grade*

**MEMORANDUM**

**TO:** County Services and Finance Committees

**FROM:** Rick Terrill, Facilities Director

**DATE:** April 19, 2012

**SUBJECT:** RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH SPICER GROUP TO PROVIDE ARCHITECTURAL AND ENGINEERING (A&E) SERVICES FOR THE REPAIR OF THE ROOF AT THE INGHAM COUNTY SHERIFF'S OFFICE AND THE ROOF OF PAVILION 2 AT THE POTTER PARK ZOO

The resolution before you authorizes awarding a contract to Spicer Group, to provide A&E Services for roof repairs on the Sheriff's Office and the roof of Pavilion 2, at Potter Park Zoo.

After going through a competitive bidding process, although Roger Donaldson submitted the lowest responsive bid, we feel he lacks the experience and references required for this type work.

The Purchasing and Facilities Departments both recommend that a contract be awarded to Spicer Group for a base total bid not to exceed \$9,500.00. They are a local vendor who has other relevant experience working on roofing projects of similar size and scope. He also has previous, successful experience, working for the county.

Funding for the projects is available within the 2012 CIP Line Item 245-30199-976000-2FC11 which is for roof replacement at the Sheriff's Office and within 2012 CIP Line Item 258-69900-977000-1208Z which is for roof repairs at Pavilion 2 at the Potter Park Zoo.

I recommend approval of this resolution.

**MEMORANDUM**

TO: County Service and Finance Committees  
 FROM: Jim Hudgins, Director of Purchasing  
 DATE: April 18, 2012  
 SUBJECT: Proposal Summary for Architectural and Engineering Services

Project Description:

Proposals were sought from qualified and experienced architectural and engineering (A/E) firms for the purpose of entering into a contract to provide complete designing, engineering, and construction administration services for the replacement of two roofs, one at the Sheriff’s Office and the other at Pavilion #2 at Potter Park Zoo.

Proposal Summary:

Vendors contacted: 26 Local: 9  
 Vendors responding: 10 Local: 6

Company	Cost	Local
Roger Donaldson	\$7,950	Y – Holt
Spicer Group	\$9,500	Y – Lansing
Straub, Pettitt & Yaste	\$9,500	N – Clawson
C2AE	\$14,500	Y – Lansing
DLZ	\$15,500	Y – Lansing
Hobbs & Black	\$15,883	Y – Lansing
GAV Associates	\$16,200	N – Flint
Building Tech Associates	\$24,900	N – Oak Park
WTM	\$33,866	N – Saginaw
Hubbell, Roth & Clark	\$33,960	Y – Holt

16 companies were at the Pre-proposal meeting.

Recommendation:

The Evaluation Committee recommends awarding a contract to Spicer Group in an amount not to exceed \$9,500. In addition to submitting a responsive bid, Spicer is a local vendor, is licensed and insured, has other relevant experience working on projects of similar size and scope, and has previous experience working with the County. Roger Donaldson, the lowest bidder, lacked the experience and references for this type of work.

Advertisement:

The RFP was advertised in the Lansing State Journal, New Citizens Press and posted on the Purchasing Department Web Page. Future solicitations will be advertised in the City Pulse.

Introduced by County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH  
SPICER GROUP TO PROVIDE ARCHITECTURAL AND ENGINEERING SERVICES FOR  
THE REPAIR OF THE ROOF AT THE INGHAM COUNTY SHERIFF'S OFFICE  
AND THE ROOF OF PAVILION 2 AT THE POTTER PARK ZOO**

WHEREAS, the current roof at the Sheriff's Office is leaking into the space below and needs to be repaired;  
and

WHEREAS, the roof at Pavilion 2 at the Potter Park Zoo is sagging and the roof structure needs to be repaired  
and the tiles replaced; and

WHEREAS, although Roger Donaldson submitted the lowest responsive bid, he lack's the experience and references  
required for this type of work; and

WHEREAS, after careful review of bids, and other contributing factors, the Purchasing and Facilities Departments  
both agree that a contract be awarded to Spicer Group who submitted a base total bid not to exceed \$9,500.00; and

WHEREAS, we believe Spicer Group would provide the best overall product, being a local vendor who has an entire  
department devoted to roofing projects and has other relevant experience working on projects of similar size and  
scope; and

WHEREAS, the funds for this project are available within the 2012 CIP Line Item 245-30199-976000-2FC11  
which is for roof replacement at the Sheriff's Office and within the 2012 CIP Line Item 258-69900-977000-  
1208Z which is for roof repairs at Pavilion 2 at the Potter Park Zoo.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes entering  
into a contract with Spicer Group 110 West Michigan Avenue Suite 725, Lansing, MI 48933 for Architectural  
and Engineering Services, for roof repairs at the Sheriff's Office and the Potter Park Zoo Pavilion for a total  
base cost not to exceed \$9,500.00.

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

**MEMORANDUM**

TO: County Services and Finance Committees

FROM: Richard Terrill, Facilities Director

DATE: April 18, 2012

SUBJECT: RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH WASTE MANAGEMENT, INC. FOR WASTE REMOVAL AND RECYCLING SERVICES AT ALL COUNTY FACILITIES, COUNTY PARKS AND THE FAIRGROUNDS

The resolution before you authorizes awarding a contract to Waste Management, Inc. for the purpose of providing waste removal and recycling services to all county facilities, county parks and the fairgrounds.

Waste Management, Inc. who submitted the lowest responsive and responsible bid of \$36,545.00 per year, for a total base cost, were chosen, after going through a competitive bidding process, and have the recommendation of both the Facilities, and the Purchasing Departments.

Funds for this contract are available within the appropriate 921030 trash removal accounts.

I recommend approval of this resolution.

**MEMORANDUM**

TO: County Service and Finance Committees  
 FROM: Jim Hudgins, Director of Purchasing  
 DATE: April 18, 2012  
 SUBJECT: Proposal Summary for Waste Management and Recycling Services

Project Description:

Proposals were sought for County-wide 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: 3 Local: 1  
 Vendors responding: 3 Local: 1

<b>Firm</b>	<b>Fair Annual Cost</b>	<b>Parks Annual Cost</b>	<b>Facilities Annual Cost</b>	<b>Total Annual Cost</b>	<b>Local</b>
Waste Management	\$4,050	\$9,695	\$22,800	\$36,545	N – Lansing (Clinton)
Granger Container	\$4,750	\$15,162	\$27,985	\$47,897	Y – Lansing
Republic Waste	\$5,224	\$16,168	\$42,416	\$63,808	N – Kalamazoo

Recommendation:

The Evaluation Committee recommends awarding a 3-year contract with an option for a 2-year renewal to Waste Management based on its proposal dated March 19, 2012.

Advertisement:

The RFP was advertised in the Lansing State Journal, New Citizens Press and posted on the Purchasing Department Web Page. Future solicitations will be advertised in the City Pulse.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING A THREE YEAR AGREEMENT WITH A TWO YEAR OPTION TO RENEW WITH WASTE MANAGEMENT, INC. FOR WASTE REMOVAL AND RECYCLING SERVICES**

WHEREAS, the current contract for waste removal and recycling services will expire at the end of May 2012; and

WHEREAS, the new contract will include all county facilities, county parks and the fairgrounds; and

WHEREAS, the Purchasing Department solicited bids for these services and pricing information for multiple years; and

WHEREAS, funds for this contract are available within the appropriate 921030 trash removal accounts; and

WHEREAS, after review, both the Purchasing and Facilities Departments recommend that a three (3) year agreement with a base total cost of \$36,545.00 per year, with a two (2) year period renewal option, be awarded to Waste Management, Inc. who submitted the lowest bid; and

WHEREAS, Waste Management, Inc. offered a fixed rate for the 36 month term with an optional two year renewal.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a three year contract with a two year period renewal option to Waste Management, Inc. 16320 Grove Road, Lansing, MI 48906 to provide waste removal and recycling services according to the bid response received.

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

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION INSTRUCTING THE CONTROLLER TO PROVIDE NOTICE TO THE CITY OF LANSING OF THE COUNTY'S INTENT TO REVIEW THE PROS AND CONS OF RENEWING THE PARKS MAINTENANCE AGREEMENT**

WHEREAS, the County entered into a one-year agreement, subject to renewal for additional one-year terms with the City of Lansing, for maintenance of certain city parks, authorized by resolutions 11-210 and 11-274; and

WHEREAS, the County Board is concerned that the City of Lansing did not recall dozens of seasonal Parks employees at least in part because of this agreement, and

WHEREAS, the County believes that the City of Lansing may have violated the spirit, if not the actual language, in the agreement which expressed that it is not the intent of either party that any current City of Lansing employee be laid off as a result of entering into this agreement; and

WHEREAS, in July the Ingham County Board of Commissioners will review whether or not to renew the agreement for the contract year beginning November 1, 2012.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts this resolution instructing the Ingham County Controller/Administrator to give notice to the City of Lansing of Ingham County's intent to thoroughly review the pros and cons of renewing this Parks Maintenance Agreement.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners encourages the Parks Department and the Human Resources Department to consider hiring laid off City of Lansing seasonal workers as Ingham County Parks seasonal employees.



Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO TERMINATE THE AGREEMENT BETWEEN THE CITY OF LANSING AND  
THE COUNTY OF INGHAM FOR MAINTENANCE OF CERTAIN CITY PARKS**

WHEREAS, the County entered into a one-year agreement, subject to renewal for additional one-year terms with the City of Lansing, for maintenance of certain city parks, authorized by resolutions 11-210 and 11-274; and

WHEREAS, the agreement states that it is not the intent of either party that any current City of Lansing employee be laid off as a result of entering into this agreement; and

WHEREAS, the Ingham County Board of Commissioners has learned that the City of Lansing plans not to re-hire several seasonal positions within their parks maintenance crews; and

WHEREAS, the agreement may be cancelled by either party upon thirty (30) days written notice.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby adopts this resolution instructing the Ingham County Controller/Administrator to give notice to the City of Lansing of Ingham County's intent to terminate the Parks Maintenance Agreement, effective May 10, 2012.

**Agenda Item 7a**

To: Law Enforcement and Finance Committees

From : John L. Neilsen, Deputy Controller

Date: April 20, 2012

Re: Ingham County Public Safety Radio Communications System - Interoperability Communication Project

This letter is to request 911 System and Management improvement funds (up to \$12,100) for the Ingham County Public Safety Radio Communications System - Interoperability Communication Project. This will include the purchase of seven UHF mobile radios, antennas, and cable to be used for patching all of the county backup radio systems to the dispatch consoles at the new Ingham County 911 Central Dispatch Center.

In addition funds are being requested to purchase a Vertex VX6000 VHF mobile radio, programming cable, programming software, antenna, polyphaser and connectors. This also includes labor for hanging the equipment on the Tower at the new 911 Center and will increase interoperability with several counties.

The UHF radios will be installed at the new 911 Center and are needed are the following purposes:

**3 Vertex VX-2200 conventional UHF radios for East Lansing and Meridian backup conventional channels.**

These three backup radio system repeaters are currently tied directly to the dispatch consoles in East Lansing via wireline control. The base stations for these channels reside in the penthouse of East Lansing PD and cannot move to the new center, so the most cost effective solution to tie these backup radio systems to the consoles is to add control stations to the consoles at the new center.

**2 Vertex VX-2200 conventional UHF radios for Lansing police and Lansing Fire backup conventional channels.**

The Lansing Police and Lansing Fire backup radio systems are currently tied to the dispatch consoles via wireline control and the control cards in the Motorola Quantar base stations for these two backup channels have begun to show signs of intermittent operation. Due to the age of these repeaters, replacement wireline cards are no longer available from Motorola, so the most cost effective solution is to install conventional control stations at the new 911 center and control these two channels via control stations.

**1 Vertex VX-2200 conventional UHF radio for Civil defense siren activation of Meridian and Williamston sirens.**

The current UHF radio which is used to control the civil defense sirens at Meridian and Williamston townships is a Motorola Maxtrac which is approximately 15 years old and due to its age it is no longer serviceable and needs to be replaced.

**1 Spare Vertex VX-2200 conventional UHF radio which would be programmed with all of the conventional UHF channels. This radio would be used as a maintenance replacement spare if any of the above radios were to ever require maintenance.**

The cost of the 7 radios, cable, lightning arrestors, and antennas is \$6,100. Lansing Police Radio Lab will install this equipment.

**1 Vertex VX6000 VHF mobile radio be used for interoperability with the surrounding counties that currently operate on the VHF band.**

The Vertex VX6000 VHF mobile radio, programming cable, programming software, antenna, polyphaser and connectors including labor for hanging the antenna on the 911 Center tower.. The price would be a not to exceed cost of \$ 6,000.00.

This radio will be used for interoperability with the surrounding counties that currently operate on the VHF band. This includes Jackson County, Gratiot County, Hillsdale and Lenawee Counties. We currently have interoperability with Eaton, Clinton, Shiawassee, Livingston and Jackson Counties on a talk group on our Harris Corporation UHF trunked radio system. This will enhance communications with Jackson County, especially if they leave Jackson County heading North into Ingham County. This would also be the same for Hillsdale and Lenawee Counties.

It is my recommendation that Ingham County purchase these Mobile Radios and related Equipment to maintain patching of all of the county backup radio systems to the dispatch consoles at the new Ingham County 911 Central Dispatch Center and to enhance our operability with neighboring VHF communication system Counties Jackson, Hillsdale and Lenawee.

Introduced by the Law Enforcement and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING AN INTEROPERABILITY COMMUNICATION PROJECT FOR THE INGHAM COUNTY PUBLIC SAFETY WIRELESS VOICE COMMUNICATION SYSTEM**

WHEREAS, the Ingham County Board of Commissioners operates the Ingham County Public Safety Radio Communications System; and

WHEREAS, the 911 Director and Systems Administrator have identified the need for a Interoperability Communication Project and subsequent purchase orders to purchase the necessary mobile radios, programming cable, programming software, antenna, polyphaser and connector as well as labor for interfacing and installation/configuration for the Public Safety Wireless Voice Communication System; and

WHEREAS, the 911 Advisory Board is recommending that the Ingham County Board of Commissioners fund this request from the 911 Emergency Telephone Dispatch Services - Ingham County Public Safety Radio Communications System Project Budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes purchase orders for up to \$ 12,100 for a Interoperability Communication Project for the purchase of seven UHF replacement radios and one VHF new radio and related equipment from Communication Services, and to Earthcom for the necessary tower installation work for the Public Safety Wireless Voice Communication System.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budgetary transfers of these funds up to \$12,100 from the 911 Emergency Telephone Dispatch Services - 911 fund for Management and System Improvements as part of the maintenance of the Public Safety Radio Communications System in Ingham County.

**Agenda Item 7b**

TO: Ingham County Law Enforcement and Finance Committees  
FROM: John L. Neilsen, Deputy Controller  
DATE: April 17, 2012  
RE: 2012 Millage Renewal – 911 Millage

Commissioners:

To follow up on our previous conversations about the renewal of the 911 Special Millage, I have had our attorney review and approve final Ballot language for the August 7, 2012 Primary election.

I have also included some background information for you:

- Resolution # 08-134, “Resolution Authorizing Amending Resolution #08-134 Submitting to a Vote of the Electorate a Special Millage for Continuing Comprehensive Emergency Telephone Services (911 Services)”
- Resolution Authorizing Amending Resolution #08-134 Submitting to a Vote of the Electorate a Special Millage for Continuing Comprehensive Emergency Telephone Services (911 Services)

The deadline for submitting approved ballot language to the County Clerk is May 29, 2012 for the August primary election.

Below is the voter’s approval percentages from the last time this Special Millage was approved.

911 - 2008  
YES 72.51%  
NO 27.49%

I will be attendance at your meetings to discuss this Special Millage renewal ballot language.

Introduced by the Law Enforcement and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION SUBMITTING TO A VOTE OF THE ELECTORATE  
A SPECIAL MILLAGE FOR CONTINUING COMPREHENSIVE EMERGENCY TELEPHONE  
SERVICES (911 SERVICES)**

**RESOLUTION #08-134**

WHEREAS, Ingham County has established and maintained financing for a countywide system of emergency telephone and dispatch services for the benefit of the citizens of the county during the past several years; and

WHEREAS, the 911 emergency telephone and dispatch services are of substantial benefit to the citizens of the County of Ingham; and

WHEREAS, the millage funds were approved by the electorate to operate countywide 911 emergency telephone and dispatch services since 1988 and that millage authorization expires on December 31, 2008.

THEREFORE BE IT RESOLVED, that the following question be submitted to a vote of the electorate of Ingham County at the primary election to be held August 5, 2008.

**EMERGENCY TELEPHONE SERVICE (911 SERVICE)  
MILLAGE REAUTHORIZATION QUESTION**

For the purpose of reauthorizing funding for a comprehensive countywide 911 Emergency Telephone and Dispatch System at the same millage level previously approved by the voters in 1996, 2000, and in 2004, shall the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Ingham, Michigan, be increased by 0.8500 mills (\$0.85 per \$1,000 of taxable value) for a period of four (4) years (2008-2011) inclusive? (If approved and levied in full, this millage will raise an estimated \$6,790,381 for the countywide 911 Emergency Telephone and Dispatch System in the first calendar year of the levy based on taxable value.)

**YES [    ]**

**NO [    ]**

[If approved and levied, a portion of the millage may be distributed to the Cities of Lansing and East Lansing for 911 operations in the Ingham County 911 Service Plan. In accordance with State law, a portion of the millage may also be disbursed to the Downtown Development Authorities of the Cities of Leslie, Mason, Williamston, and the Townships of Delhi, Ingham, Lansing, Leroy, Meridian, and Vevay; the Tax Increment Finance Authorities of the Cities of East Lansing, Lansing, and Williamston; the Local Development Finance Authorities of the Cities of Leslie and Mason; and the Brownfield Redevelopment Authorities of the County of Ingham, the Cities of East Lansing and Lansing, and the Townships of Delhi and Ingham.]

**MAY 13, 2008**  
**Agenda Item No. 20**

**RESOLUTION #08-134**

BE IT FURTHER RESOLVED, that this question is hereby certified to the County Clerk.

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to cause the proposed to be stated on the August 5, 2008, ballot and to be prepared and distributed in the manner required by law.

**LAW ENFORCEMENT: Yeas:** Holman, Copedge, Celentino, Tennis, Schafer

**Nays:** None    **Absent:** De Leon    **Approved 5/1/08**

**FINANCE: Yeas:** Grebner, Hertel, Weatherwax-Grant, Celentino, Schor, Dougan

**Nays:** None    **Absent:** None    **Approved 5/7/08**

Introduced by the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING AMENDING RESOLUTION #08-134 SUBMITTING TO A VOTE OF THE ELECTORATE A SPECIAL MILLAGE FOR CONTINUING COMPREHENSIVE EMERGENCY TELEPHONE SERVICES (911 SERVICES)**

**RESOLUTION #08-135**

WHEREAS, the County Board of Commissioners adopted Resolution No. 08-134 at its May 13, 2008 meeting to submit to a vote of the electorate a Special Millage for Continuing Comprehensive Emergency Telephone Services (911 Services); and

WHEREAS, it was determined that the ballot language layout within the resolution should be revised to more accurately reflect how the proposal should be presented to the voters.

THEREFORE BE IT RESOLVED, that Resolution No. 08-134 shall be amended so the following question shall be submitted to a vote of the electorate of Ingham County at the primary election to be held August 5, 2008.

**EMERGENCY TELEPHONE SERVICE  
(911 SERVICE) MILLAGE RENEWAL AND  
RESTORATION QUESTION**

For the purpose of renewing and restoring funding for a comprehensive countywide 911 Emergency Telephone and Dispatch System at the same millage level previously approved by the voters in 1996, 2000, and in 2004, shall the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Ingham, Michigan, be renewed at 0.8431 of one (1) mill, and shall the previously authorized reduced millage of 0.0069 of one (1) mill be restored, for a return to the previously voted total limitation increase of 0.8500 mill (\$0.8500 per \$1,000 of Taxable Value) for a period of four (4) years (2008-2011) inclusive?

*(If approved and levied in full, this millage will raise an estimated \$6,790,381 for the countywide 911 Emergency Telephone and Dispatch System in the first calendar year of the levy based on taxable value. If approved and levied, a portion of the millage may be distributed to the Cities of Lansing and East Lansing for 911 operations in the Ingham County 911 Service Plan. In accordance with State law, a portion of the millage may also be disbursed to the Downtown Development Authorities of the Cities of Leslie, Mason, Williamston, and the Townships of Delhi, Ingham, Lansing, Leroy, Meridian, and Vevay; the Tax Increment Finance Authorities of the Cities of East Lansing, Lansing, and Williamston; the Local Development Finance Authorities of the Cities of Leslie and Mason; and the Brownfield Redevelopment Authorities of the County of Ingham, the Cities of East Lansing and Lansing, and the Townships of Delhi and Ingham.)*

YES

NO



***ADOPTED - MAY 27, 2008***  
**Agenda Item No. 6**

**RESOLUTION #08-135**

BE IT FURTHER RESOLVED, that this amended question is hereby certified to the County Clerk.

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to cause the proposed to the August 5, 2008, ballot and to be prepared and distributed in the manner required by law.

Introduced by the Law Enforcement and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION SUBMITTING TO A VOTE OF THE ELECTORATE  
A SPECIAL MILLAGE FOR CONTINUING COMPREHENSIVE EMERGENCY TELEPHONE  
SERVICES (911 SERVICES)**

WHEREAS, Ingham County has established and maintained financing for a countywide system of emergency telephone and dispatch services for the benefit of the citizens of the county during the past several years; and

WHEREAS, the 911 emergency telephone and dispatch services are of substantial benefit to the citizens of the County of Ingham; and

WHEREAS, the millage funds were approved by the electorate to operate countywide 911 emergency telephone and dispatch services since 1988 and that millage authorization expires on December 31, 2011.

THEREFORE BE IT RESOLVED, that the following question be submitted to a vote of the electorate of Ingham County at the primary election to be held August 7, 2012.

**EMERGENCY TELEPHONE SERVICE (911 SERVICE)  
MILLAGE RENEWAL QUESTION**

For the purpose of renewing funding for a comprehensive countywide 911 Emergency Telephone and Dispatch System at the same millage level previously approved by the voters in 1996, 2000, 2004 and in 2008, shall the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Ingham, Michigan, previously increased by up to 0.8500 mills, \$0.85 per \$1,000 of taxable value, be continued and renewed for a period of four (4) years (2012-2015) inclusive? If approved and levied in full, this millage will raise an estimated \$ 5,556,468 for the countywide 911 Emergency Telephone and Dispatch System in the first calendar year of the levy based on taxable value.

**YES [    ]**

**NO [    ]**

BE IT FURTHER RESOLVED, that this question is hereby certified to the County Clerk.

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to cause the proposed to be stated on the August 7, 2012 ballot and to be prepared and distributed in the manner required by law.

**Agenda Item 7c**

TO: Ingham County Judiciary and Finance Committees  
FROM: John L. Neilsen, Deputy Controller  
DATE: April 17, 2012  
RE: 2012 Millage Renewal - Juvenile Justice Millage (JJM)

Commissioners:

To follow up on our previous conversations about the renewal of the JJM Special Millage, I have had our attorney review and approve final Ballot language for the August 7, 2012 Primary Election.

I have also included some background information for you:

- Resolution #06-145, "Resolution to Submit to the Electorate a Juvenile Justice Millage

The deadline for submitting approved ballot language to the County Clerk is May 29, 2012 for the August primary election.

Below is the voter's approval percentages from the last time this Special Millage was approved.

JJM – 2006  
YES 66.93%  
NO 33.07%

I will be attendance at your meetings to discuss this Special Millage renewal ballot language.

Introduced by the Judiciary and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO SUBMIT TO THE ELECTORATE A  
JUVENILE MILLAGE RENEWAL QUESTION**

**RESOLUTION #06-145**

WHEREAS, the Board of Commissioners desires to fund the continuing operation and enhancement of Ingham County's capacity to detain and house juveniles who are delinquent or disturbed, and to operate new and existing programs for the treatment of such juveniles; and

WHEREAS, the Board of Commissioners wants to provide the financial stability necessary for sound planning through a long-term millage.

THEREFORE BE IT RESOLVED, that the following question be submitted to a vote of the electorate in the primary election to be held on August 8, 2006.

**JUVENILE MILLAGE RENEWAL QUESTION**

For the purpose of funding the continuing operation and enhancement of Ingham County's capacity to detain and house juveniles who are delinquent or disturbed, and to operate new and existing programs for the treatment of such juveniles, at the same millage level previously approved by the voters in 2002, shall the constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Ingham, Michigan, previously increased by 60/100 (.60) of one mill, \$ .60 per thousand dollars of state taxable valuation, be continued and renewed for a period of five years (2007-2011) inclusive. If approved and levied in full, this millage will raise an estimated \$4,386,218 for juvenile housing and programming purposes in the first calendar year of the levy based on taxable value.

YES [    ]                      NO [    ]

BE IT FURTHER RESOLVED, that this question is hereby certified to the County Clerk.

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to cause the proposal to be stated on the August 8, 2006 ballot and to be prepared and distributed in the manner required by law.

**JUDICIARY: Yeas:** Weatherwax-Grant, Holman, Nolan, Bahar-Cook, Schafer, Dougan  
**Nays:** None    **Absent:** None    **Approved 5/11/06**

**FINANCE: Yeas:** Thomas, Hertel, Grebner, Dedden, Weatherwax-Grant, Dougan  
**Nays:** None    **Absent:** None    **Approved 5/17/06**

Introduced by the Judiciary and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO SUBMIT TO THE ELECTORATE A  
JUVENILE MILLAGE RENEWAL QUESTION**

WHEREAS, the Board of Commissioners desires to fund the continuing operation and enhancement of Ingham County's capacity to detain and house juveniles who are delinquent or disturbed, and to operate new and existing programs for the treatment of such juveniles; and

WHEREAS, the Board of Commissioners wants to provide the financial stability necessary for sound planning through a long-term millage.

THEREFORE BE IT RESOLVED, that the following question be submitted to a vote of the electorate in the primary election to be held on August 7, 2012

**JUVENILE MILLAGE RENEWAL QUESTION**

For the purpose of funding the continuing operation and enhancement of Ingham County's capacity to detain and house juveniles who are delinquent or disturbed, and to operate new and existing programs for the treatment of such juveniles, at the same millage level previously approved by the voters in 2002 and in 2006 shall the constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Ingham, Michigan, previously increased by up to 60/100 (0.60) of one mill, \$ 0.60 per thousand dollars of state taxable valuation, be continued and renewed for a period of five years (2012-2016) inclusive. If approved and levied in full, this millage will raise an estimated \$3,922,213 for juvenile housing and programming purposes in the first calendar year of the levy based on taxable value.

YES [  ]                      NO [  ]

BE IT FURTHER RESOLVED, that this question is hereby certified to the County Clerk.

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to cause the proposal to be stated on the August 7, 2012 ballot and to be prepared and distributed in the manner required by law.

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION OF THE INGHAM COUNTY BOARD OF COMMISSIONERS CONCERNING  
TRANSFER OF MERS ASSETS AND LIABILITIES FOR ALL CURRENT AND PAST EMPLOYEES  
OF THE INGHAM COUNTY ROAD COMMISSION**

WHEREAS, On April 24, 2012 Ingham County (“the County”) acting under the authority of 2012 PA 15, MCL 46.11(s), passed a resolution (attached) transferring the powers, duties and function of the Ingham County Road Commission (“the Road Commission”) to the Ingham County Board of Commissioners as of June 1, 2012 (the Transfer Date); and

WHEREAS, on the Transfer Date the Road Commission will cease to exist as an independent entity will be effectively absorbed by the County. The County Board of Commissioners will become the governing body as to the Road Commission’s MERS program; and

WHEREAS, on and after the Transfer Date the Road Commission’s MERS defined benefit plan will remain open and active, and the County, attendant to the transfer of powers, duties and functions from the Road Commission, will become the MERS participating employer for all Road Commission employees, along with deferred vested members, retirees and beneficiaries, covered under the Road Commission MERS Plan in Divisions #01, 10, 12, 13, 14, 15, 16 and 17; and

WHEREAS, prior to the Transfer Date, both the Ingham County Road Commission and Ingham County were MERS participating municipalities, and after the Transfer Date, the County shall assume all of the Road Commission’s former functions and duties as a municipal employer in MERS, including those duties and functions related to the maintenance and continuation of the MERS defined benefit plan as established through collective bargaining or other means for Road Commission employees; and

THEREFORE BE IT RESOLVED, that the Board of Commissioners, as the governing body for the County of Ingham, hereby agreed as follows:

1. On the Transfer Date, pursuant to this agreement and Section 53(4) of the MERS Plan Document as revised, MERS will transfer to the County all active Road Commission employees, along with deferred vested members, retirees and beneficiaries, now covered in the Road Commission MERS Plan Divisions #01, 10, 12, 13, 14, 15, 16 and 17, and transfer from the Road Commission all actuarial accrued liabilities and assets to the County MERS plan, and the County shall accept such liabilities and assets.
2. The transferred Divisions shall constitute a distinct reporting unit under the County’s existing MERS program.
3. The County will continue to provide the MERS benefit coverage for employees previously covered under the Road Commission MERS program (including all prior service), as identified below.

4. The MERS benefits in effect for the Road Commission employees in Divisions #01, 10, 12 and 13 are:

B-4 – 80% Max, 8 year vesting, F55(20), FAC-3, No Member Contribution;  
Reciprocal Retirement Act, 1961 PA 88, in effect (adopted April 3, 1986)

5. The MERS benefits in effect for the Road Commission employees in Divisions #14, 15, 16, and 17 are:

C-1 – New – No Max, 10 year vesting, FAC-5, No Member Contributions;  
Reciprocal Retirement Act, 1961 PA 88, in effect (adopted April 3, 1986)

6. Following the transfer, the County shall be exclusively responsible for the funding of all MERS benefits for all former Road Commission employees, deferred vested members, retirees and beneficiaries.

BE IT FURTHER RESOLVED, that this Resolution shall become effective upon its filing with MERS.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners, the County Clerk, and the County Controller are authorized to sign any required documents to implement these MERS transfers on behalf of Ingham County, upon review and approval by the County Attorney.

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Dale Copedge, Chairperson  
Ingham County Board of Commissioners

I, Mike Bryanton, Ingham County Clerk, certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Ingham County Board of Commissioners, at a regular meeting held on \_\_\_\_\_, 2012.

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Mike Bryanton, Ingham County Clerk

MEMORANDUM

April 20, 2012

TO: Finance and Liaison Committees

FROM: Teri Morton, Budget Director

RE: First Quarter 2012 Budget Adjustments and Contingency Fund Update

Enclosed please find the recommended adjustments to the Ingham County budget for the first quarter of fiscal year 2012. The total increase to the General Fund is \$368,725.

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 2011. Some of the larger projects carried over from the 2011 budget include \$78,137 for painting and stone at the Mason Courthouse, \$228,702 for the Courtroom Technology project and \$71,160 for phase II of the Jail boiler replacement. All of these capital budget carryover funds are reserved within the funds where the projects are budgeted.

There are two small transfers in the general fund requiring Board approval because they affect the personnel cost category. In Elections, funds were inadvertently omitted from the 2012 budget for meeting fees, and the Clerk's Office proposes a transfer from the supplies budget to cover this shortfall. In Cooperative Extension, two permanent positions will become vacant soon. Rather than request the filling of these positions in the near future, the department has requested a transfer of \$6,000 from permanent salaries to temporary salaries to provide support of 4-H summer programs from June through August.

The largest adjustment involves the recognition of administrative support for the recently established Community Health Center Network Fund. In the 2010 Financial Reports, a separate enterprise fund was established for the Community Health Centers to account for the business related activities of the Health Department. The 2012 budget is being amended to reflect this change. Currently, the Community Health Center Fund reflects a return to the general fund of \$138,433. However, this does not reflect the cost of the administrative oversight provided by the Health Department or the administrative services provided by the General Fund. Once adjusted for these costs, the general fund contribution to the Community Health Center fund will be just over \$1 million.

Also reflected are two changes to the Approved Position List that do not affect the 2012 budget. The first is the consolidation of two positions in the Health Department, resulting in the elimination of 0.25 FTE to reflect a revenue loss already included in the 2012 budget. The second is the increase of 0.25 FTE in the Prosecutor's Office. A Receptionist/Clerk position has been filled and budgeted at full-time, but the Approved Position List has reflected a three-quarter time position. This will correct an error that has been on the books for several years.



Also included is an update of contingency fund spending so far this year. The current contingency amount is \$502,013. The attached document details how the Board has allocated the contingency funds throughout the year, beginning with a balance of \$494,888.

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

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2012 INGHAM COUNTY BUDGET**

WHEREAS, the Board of Commissioners adopted the 2012 Budget on October 25, 2011 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; and

WHEREAS, funding for 0.25 FTE of a Health Educator II position was eliminated from the Health Department’s 2012 budget, but the FTE remains on the Approved Position List; and

WHEREAS, the Health Department has identified a position consolidation to correct this error; and

WHEREAS, an error has been identified on the Prosecuting Attorney’s Approved Position List requiring a change to the Approved Position List but no change to the budget.

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:

<u>FUND</u>	<u>DESCRIPTION</u>	<u>2012 BUDGET 4/15/12</u>	<u>PROPOSED CHANGES</u>	<u>PROPOSED BUDGET</u>
101	General Fund	\$71,826,627	\$368,725	\$72,195,352
230	Hotel/Motel	1,900,000	100,000	2,000,000
221	Health Fund	26,335,744	(262,052)	26,073,692
245	Public Improvements	570,598	299,133	869,731
258	Potter Park/Zoo	3,413,720	176,732	3,590,452
450	Parks CIP	28,000	46,826	74,826
508	Parks Enterprise	365,926	4,765	370,691
511	Community Health Ctr Network	15,036,547	1,181,072	16,217,619
631	Building Authority Operating	3,861,027	93,718	3,954,745
636	MIS	3,741,277	5,600	3,746,877
639	Drain Revolving	1,239,888	70,000	1,309,888
664	Mach. & Equip. Revolving	537,671	478,260	1,015,931

BE IT FURTHER RESOLVED, that Health Educator II position #601362 (0.75 FTE) is increased to full-time and Health Educator II position #601434 (0.50 FTE) is eliminated for a net reduction of 0.25 FTE.

BE IT FURTHER RESOLVED, that the Prosecutor’s Receptionist/Clerk position #229041 be increased from three quarter to full-time on the 2012 Approved Position List.

## GENERAL FUND REVENUES

	2012 Budget – 4/15/12	Proposed <u>Changes</u>	2012 Proposed <u>Budget</u>
<b>Tax Revenues</b>			
County Property Tax	41,337,809		41,337,809
Property Tax Adjustments	(450,000)		(450,000)
Delinquent Real Property Tax	25,000		25,000
Unpaid Personal Property Tax	(50,000)		(50,000)
Industrial Facility Tax	394,000		394,000
Trailer Fee Tax	15,000		15,000
<b>Intergovernmental Transfers</b>			
State Revenue Sharing	4,600,000		4,600,000
Convention/Tourism Tax - Liquor	1,838,957		1,838,957
Use of Fund Balance	2,000,000		2,000,000
<b>Department Generated Revenue</b>			
Animal Control	642,810		642,810
Circuit Court - Family Division	835,674		835,674
Circuit Court - Friend of the Court	543,238		543,238
Circuit Crt - General Trial	2,256,280		2,256,280
Controller	3,170		3,170
Cooperative Extension	27,860		27,860
County Clerk	612,800		612,800
District Court	2,386,188		2,386,188
Drain Commissioner/Drain Tax	384,400		384,400
Economic Development	49,346		49,346
Elections	78,250		78,250
Emergency Operations	120,582		120,582
Equalization /Tax Mapping	10,100		10,100
Facilities	146,433		146,433
Financial Services	10,000		10,000
Human Resources	55,028		55,028

Probate Court	277,178		277,178
Prosecuting Attorney	816,510		816,510
Register of Deeds	1,567,708		1,567,708
Remonumentation Grant	85,000		85,000
Sheriff	5,401,757		5,401,757
Treasurer	5,375,662		5,744,387
Tri-County Regional Planning	61,740		61,740
Veteran Affairs	368,147		368,147
<b>Total General Fund Revenues</b>	<b>71,826,627</b>	<b>368,725</b>	<b>72,195,352</b>

### GENERAL FUND EXPENDITURES

	2012 Budget - 4/15/12	Proposed <u>Changes</u>	2012 Proposed <u>Budget</u>
Board of Commissioners	570,384		570,384
Circuit Court - General Trial	8,006,188		8,006,188
District Court	2,354,936		2,354,936
Circuit Court - Friend of the Court	1,287,725		1,287,725
Jury Board	1,123		1,123
Probate Court	1,360,695		1,360,695
Circuit Court - Family Division	4,620,442		4,620,442
Jury Selection	98,700		98,700
Elections	453,693		453,693
Financial Services	664,176		664,176
County Attorney	416,334		416,334
County Clerk	576,430		576,430
Controller	749,294		749,294
Equalization/Tax Services	645,575		645,575
Human Resources	521,054		521,054
Prosecuting Attorney	5,719,463		5,719,463
Purchasing	206,925		206,925
Facilities	1,857,915		1,857,915
Register of Deeds	450,021		450,021

Remonumentation Grant	85,000		85,000
Treasurer	561,281		561,281
Drain Commissioner	1,006,975		1,006,975
Economic Development	112,687		112,687
Community Agencies	178,595		178,595
Equal Opportunity Committee	500		500
Women's Commission	500		500
Historical Commission	500		500
Tri-County Regional Planning	102,900		102,900
Jail Maintenance	268,100		268,100
Sheriff	17,533,441		17,533,441
Community Corrections	123,192		123,192
Animal Control	1,274,755		1,274,755
Emergency Operations	223,863		223,863
Board of Public Works	300		300
Drain Tax at Large	348,295		348,295
Health Department	10,071,528	(812,347)	9,259,181
Community Health Centers	(138,433)	1,181,072	1,042,639
Medical Examiner	305,375		305,375
Substance Abuse	926,878		926,878
Community Mental Health	1,764,500		1,764,500
Department of Human Services	1,828,137		1,828,137
Tri-County Aging	76,225		76,225
Veterans Affairs	440,033		440,033
Cooperative Extension	530,849		530,849
Parks and Recreation	1,221,663		1,221,663
Contingency Reserves	502,013		502,013
Legal Aid	20,000		20,000
2-1-1 Project	33,750		33,750
Capital Improvements	1,585,286		1,585,286
<b>Total General Fund Expenditures</b>	<b>71,826,627</b>	<b>368,725</b>	<b>72,195,352</b>

## **General Fund Revenues**

Treasurer Increase revenue \$368,725 to reflect administrative cost reimbursement from the Community Health Center Network Fund.

## **General Fund Expenditures**

Elections Transfer \$4,500 from supplies budget to meeting fees budget.

Cooperative Extension Transfer \$6,000 from permanent salaries to temporary salaries. Two permanent positions are will be vacant soon (one in May and one in June) and Cooperative Extension plans to hire a temporary employee for June through August to support 4-H summer programs.

Health Department Decrease transfer to Health Fund \$812,347 to reflect administrative cost reimbursement from Community Health Center Network Fund (\$550,295) and distribution of MIS chargebacks from Health Fund to Community Health Center Network Fund (\$262,052).

Community Hlth Ctrs Increase transfer to Community Health Center Network Fund \$1,181,072 to reflect administrative cost reimbursement to the Health Fund (\$550,295) and to the General Fund (\$368,725), and distribution of MIS chargebacks from Health Fund to Community Health Center Network Fund (\$262,052).

## **Non-General Fund Adjustments**

Health (F221) Increase revenue to reflect administrative cost reimbursement from the Community Health Center Network Fund (\$550,295). Decrease expenses to reflect the distribution of MIS chargebacks from Health Fund to Community Health Center Network Fund (\$262,052). Budget offsetting decrease in transfer from the general fund. (\$812,347)

Hotel/Motel (F230) Increase revenue projection for hotel/motel tax from \$1.9 million to \$2 million. Funds allocated to Greater Lansing Convention and Visitors' Bureau, the Arts Council, Fair capital projects, and county administrative costs will be increased proportionately. (\$100,000).

Public Improvements (F245) Reappropriate funds for the following capital improvement projects: parking lot repair (\$21,919) per 2004 capital budget, painting/stone at Mason Courthouse (\$78,137) per 2005 capital budget, Jail door hinges and switches (\$4,754) per 2007 capital budget, District Court power transfer switch (\$20,500), Jail communication control system (\$34,602), Animal Control surgery room project (\$1,440), Phase II of Jail boiler replacement (\$71,160), Youth Center building evaluation (\$10,000), replace concrete in Lansing and Mason (\$15,000), replace control board for Trane Summit System at Veterans Memorial Courthouse (\$8,000), and painting of the Well Child Center (\$1,450) per 2011 capital budget, and Jail water management system approved by Resolution 10-368 (\$32,171).

Potter Park/Zoo (F258) Reappropriate funds for the following capital projects not completed in previous years: decorative fencing (\$19,125) authorized in 2009, penguin exhibit glass (\$5,000), gunnite rock work (\$10,000) and plant material (\$4,653) authorized in 2010, and admissions system (\$30,000), fencing repair (\$9,504), security

cameras/wireless internet (\$25,000) and shift doors for feline house (\$73,450) authorized in 2011.

Parks CIP (F450)	Reappropriate funds for the following capital projects not completed in previous years; fishing dock/habitat (\$37,871) per 2007 capital budget and remaining funds for snow park/tubing hill (\$8,955) per Resolution 11-159.
Parks Enterprise (F508)	Reappropriate funds for the warming building extension project (\$4,765) approved in the 2011 capital budget.
Community Hlth Ctrs (F511)	Amend budget to include administrative cost reimbursement from the Health Fund (\$550,295) and from the General Fund (\$368,725). Increase expenses to reflect the distribution of MIS chargebacks from Health Fund to Community Health Center Network Fund (\$262,052). Budget offsetting increase in transfer from the general fund. (\$1,181,072)
Bldg Authority Operating (F631)	Reappropriate funds for the following capital improvement projects at the Human Services Building: signage (\$13,123) per the 2009 capital budget, boiler replacement (\$39,569) and parking lot repairs (\$15,028) per the 2010 capital budget, and ballard lighting replacement (\$25,998) per the 2011 capital budget.
MIS (F636)	Increase revenues and expenditures to purchase two replacement laptops (\$4,000). Transfer funds from the Law and Order Fund for Technology to cover Ingham County's 2012 contribution to the Technology Improvement Committee account (\$1,600).
Drain Revolving (F639)	Reappropriate funds for two trucks budgeted but not purchased in 2011 (\$70,000).
Mach./Equip. Revolving (F664)	<p>Increase CIP upgrade funds to purchase the following replacement equipment: replace 9 thin client PCs in the Health Department with standard PCs (\$2,520) and a PC for Community Corrections (\$1,091). Add \$10,000 for computers and printer replacements in District Court. (Adopted budget was for \$1,225, should have been \$11,225.) Add funds for 11 docking stations for toughbook laptops in Sheriff vehicles (\$11,184). Existing docking stations were not compatible with replacement laptops purchased in 2011. Increase budget to replace Facilities van totaled in an accident (\$21,639). Cost will be covered \$18,328 from insurance and salvage revenue, with the additional \$3,311 from fund balance.</p> <p>Reappropriate funds for the following projects: office furniture for the Drain Commissioner's Office (\$6,212) and Probate Court microfilming project (\$16,825) approved in the 2008 capital budget, renovation of Health Department space at Human Services Building (\$81,943) approved in the 2009 capital budget, FTR gold upgrade (\$1,000), paper drill (\$1,000), letter opener (\$1,200), implementation of new scanning system (\$47,972), and recording equipment (\$4,570) for Probate Court, Circuit Court imaging/scanning project (\$228,702), furniture for the Treasurer's Office (\$7,500), and Health Department call center records/reporting module (\$32,000) approved in the 2010 capital budget, remaining funds for Animal Control vehicle laptop (\$1,286), and automated external defibrillator for Drain Office (\$1,616) approved in the 2011 capital budget.</p>

**2012 CONTINGENCY**

Adopted Contingency Amount	\$494,888
R11-363: Unallocated Community Agency Funding	14,125
R11-398: Emergency Allocation Nat'l Council on Alcoholism	(7,000)
<b>Current Contingency Amount</b>	<b>\$502,013</b>



## MEMORANDUM

TO: Finance and Liaison Committees

FROM: Mary Lannoye, Controller

DATE: April 26, 2012

SUBJECT: 2013 Update of County Fees

When the Board of Commissioners adopted Resolution #02-155, setting various fees for county services, the Controller's Office was directed to annually review the fees and to recommend adjustments. This review has been completed and some adjustments are being presented to the Board of Commissioners for their consideration. This information is being presented at the current round of committee meetings as a discussion item. A resolution recommending any fee increases will be presented at the next round of meetings. A draft version for discussion is included in this packet.

Attached are spreadsheets detailing the recommended adjustments to fees to be effective for the Health Department and the Friend of the Court on October 1, 2012, and for all other departments on January 1, 2013, except for the Park and Zoo winter seasonal fees which will be effective starting November 1, 2012. As noted by the fee schedule, these seasonal fees will continue through March 31, 2013.

The first set of spreadsheets is an analysis of the 2013 update of county fees. In previous years, a cost increase factor was used to calculate the current year cost. This cost increase factor was based on a 3-year average increase in the department's adopted general fund budget. Since budgets continue to decrease, this calculation was not used. Instead, the annual average United States' consumer price index was used. This rate of 2.7% is also used by the State of Michigan for the inflation rate multiplier.

The following information is included for each fee:

1. Location of Service.
2. Fee Description.
3. The 2012 cost as calculated in last year's fee update process.
4. The 2013 cost, which is calculated by multiplying the 2012 cost by the consumer price index.
5. As identified by the Board of Commissioners, the target percent was determined by the percentage of cost to be recovered by the fee for service. The target percent for each fee was initially passed by Resolution 02-155. For other fees added after the passage of Resolution #02-155, in most cases, it is assumed that the fee as passed is charged at the appropriate cost with a target recovery of 100%.
6. The 2012 fees were passed by Resolution #11-165. In June 2011, the Health Department established a combined Well and Septic Inspection fee through Resolution #11-183 and the Sheriff's Office established a Precious Metal and Gem Dealer License fee through Resolution #11-189. In August 2011, the Parks Department, through Resolution #11-251, established an Employee Discount of \$1.00 off various activities excluding vehicle entrance fees. In September, the Parks Department established Disc Golf Rental and Replacement fees through Resolution #11-275 and a Discounted Dog Park Entrance fee for owners of service animals through Resolution #11-276. In October 2011, the Parks Department

established user fees for the Hawk Island snow board and snow tubing hill through Resolution #11-297. Also in October 2011, the Health Department amended the fee for Special Transitory Food Unit License renewals through Resolution #11-334. In November 2011, Resolution #11-359 changed the free day for the Parks Vehicle Entrance fee from Monday to Wednesday. In December 2011, the Register of Deeds Office amended fees for accessing documents through Resolution #11-382 and the Parks Department established a season pass rate for the Hawk Island snow board and tubing hill through Resolution #11-389. Most recently, the Parks Department rescinded the second vehicle annual park pass fee through Resolution #12-61. During the processing of the 2013 County Fee Resolution, some fees were not on the schedule prior but have been in effect. These fees are noted as “ADDED” on the schedule, rather than “NEW” fees.

7. The 2013 calculated fee is based on the 2013 cost multiplied by the target percent.
8. Although many fees were proposed to remain unchanged in 2013, the initial proposed fees were determined by rounding down the calculated fee to the full dollar amount, and, in some of the larger fees, rounded to the lower \$5 or \$10 increment. In some cases, the cost multiplied by the target percent is much more than the current fee, so only an incremental increase is proposed, with the full cost times target percent planned to be reached after several years. Fees that are proposed to increase are presented in bold.
9. Units. This information is used to calculate revenue to be generated by the proposed fees. This information was initially provided in the Maximus study, and in some cases, has been updated by the departments.
10. Department/Controller Recommendation. In most cases, the department agreed with the initial proposed fees. In cases where there is disagreement, information such as a memo of explanation from the department has been included. In all cases, the Controller agreed with the department recommendations.
11. Additional revenue is projected from the Department/Controller Recommended increase in fees multiplied by the units.

The final spreadsheet presents a summary of fees proposed to be increased in 2013. They simply list the 2012 fee, the Department and Controller recommendations, and projected additional revenue, for each of the fees where an increase is proposed.

As shown in the attached correspondence, some of the departments disagreed with the initially proposed fees. The Controller took this feedback under consideration and made final recommendations based on the Maximus study and the department input.

- (a) CS: The Parks Department wants to maintain the 2012 rate for the parking (lines 65-68), shelters (lines 70-103), pedal boats (lines 115-117), moonlight ski (lines 123-124), day camp (lines 141-145), soccer fields (lines 147-155), disc golf (lines 157-162), the Dog Park (lines 164-170), and special events fees (lines 172-178). The parking fees have been changed over the past two years. There was a significant increase in shelter fees and moonlight ski in 2012. The department does not feel the market will bear increases to the pedal boat fees or day camp. The fees for the soccer fields need a recommendation by the Soccer Advisory Board which were not on the January or February agenda's. Therefore, changes may need to be submitted under a separate resolution. The disc golf, Dog Park, and special events were new activities in 2011 and an increase to the fee is not recommended at this time. The Parks Department is recommending an hourly rate for the In-Park Canoe/Kayak (line 105) and to eliminate the 2<sup>nd</sup> hour (line 106), hourly after 2<sup>nd</sup> (line 107) and maximum per day (line 108). Also, for the row boat (lines 118-121) and cross country ski rental (lines 126-129) fees, recommending a fee for 1<sup>st</sup> hour (lines 118 & 126) and each additional hour

(lines 120 & 127) and then to eliminate the fee for 2<sup>nd</sup> hour (line 119), 3<sup>rd</sup> hour (line 128) and a maximum per day (lines 121 & 129) and also to eliminate the combined snow board/tube passes (lines 192-195). The market will not bear an increase to the price of the Rental House (line 206). The Game Rental fees (lines 203-205) are recommended higher than proposed but still below the total cost. The fees recommended are competitive for these types of rentals. And finally, the department would like to have a “season fee” for certain winter activities and continue the same price to the end of the winter season, rather than change the price mid-season. The winter season is from November through March.

- (b) CS: The Potter Park Zoo season fees and age for children are effective as noted on the schedule (lines 207-224). The only additions are off-season fees (November –March) which are recommended at \$2.00 for any adult (resident or non-resident) and \$1.00 for any child ages three through twelve.
- (c) CS: The Register of Deeds office is recommending keeping all the fees (lines 225-236) at the 2012 rate since they were recently set up per Resolution 11-382. The Ingham County Enhanced Access to Public Policy was originally established by Resolution 00-198. The method for accessing these records was amended with the implementation of the new record management software approved by Resolution 11-179. The remote access to these services is now being provided by three different Fidlar products, including AVA, Tapestry, and Laredo. These fees were amended at the time of the implementation of the new software system. Therefore, since these fees were recently amended, the Register of Deeds Office would like to keep the fees the same as they were in 2012.
- (d) JD: The District Court does not intend upon raising Presentence Report (line 11) or Probation Oversight (line 13) fees in 2013.
- (e) JD: The Friend of the Court objects to the proposed increase for the bench warrant fee (line 27). An increase to \$275, is almost a 53% increase since 2007, with the most recent increase occurring in 2011.
- (f) LE: The Animal Control department is in agreement with all the proposed fees except for the Bordatella vaccination (line 35) which is recommended at \$15.00 since this vaccine is actually more expensive than the rabies vaccine. The cost for this vaccine averages \$18.15 per dog and often requires two staff personnel to inject as it is a nasal vaccination. The department would also like to add the Spay/Neuter deposit (line 36) to the County fee schedule even though it is refundable. The deposit is currently \$15.00 and has not been increased in over 10 years. The current deposit amount does NOT create an incentive for citizens to follow through with the spay/neuter service it is intended to encourage. Therefore, the recommended fee is \$75.00. The owners are not required to have the surgery done however they are required to in order to redeem their deposit. A higher deposit will serve as a greater incentive for pet owners to spay/neuter their pet which will prevent the nuisance problems unaltered animals create in the community thus draining manpower, resources and equipment. Spay and neuter services are provided to low income pet owners and pet owners who redeem their pets from ICAC. A special spay/neuter program was established to encourage the pet owners to spay/neuter their pets and thus receive the benefit of a greatly reduced license fee. The pet owner pays a discounted rate for the surgery of \$75 and their pet is spayed or neutered thus reducing their delinquent licensing fee from \$130 to \$40, a savings of \$90, plus the pet is vaccinated without the additional \$15 cost for each vaccination. Rather than paying \$130 for the unsterilized delinquent license, they pay \$75 for the surgery and \$40 for the sterilized delinquent license, a total of \$115 plus no cost for vaccinations. Thus, resulting in a minimum \$15 total savings.
- (g) HS: In the Health Department, the OYC Administrator training (line 34) is set at 2.7% higher than the 2012 rate, rather than the calculated rate, in order to keep the fee affordable. Ingham County is one of the many counties in Michigan that are losing quality, licensed child care providers due to the loss of children to care for. Therefore, child care Administrators may seek lower cost options which are of lower quality and less comprehensive to meet licensing requirements. The success of the training programs have allowed for higher projections of training units, and therefore, higher revenue generation from fees overall.

(h) HS: The Bureau of Environmental Health (BEH) recommends no increase in the Food Service (lines 35-79) and the Pollution Prevention (P2) (lines 152-158) fees. Based on the total collection of fee's from our food service operations including licenses, late fees, fines, plan review, additional hours for service, change in ownership, and hearings, the cost recovery and revenue collected in FY12, BEH collected an estimated 56% of cost from food operations versus the recommended target fee of 50%. Per Resolution 11-075, the P2 fee was set at 50% of original inspection and reporting costs. Due to the slight increase, the department does not recommend an increase on the P2 fees for 2013. The costs of the well repair (line 107) and septic tank repair/replacement (line 112) have increased. Based on the most recent evaluation of op scan coding and staff review, the estimated time to deliver the service is 2.5 hours at \$115 per hour, or \$345. The fees include file review, site assessment, printing of maps, travel, drawing and issuing permits, final inspection, GPS site, data entry into State data base (Wellogic), scanning, final permit and a letter to the township and/or owner(s). The department is requesting some new fees, including fees for a Mobile Unit renewal license (line 39), a Food variance request (line 62), a Public Pool Inspection late payment (line 84), a Plan Review for Body Art (line 100), an Irrigation Well/Non-potable commercial well (line 113), a combined Well & Septic repair fee (line 114), and a Septic Installers Certification (line 115). Except for the late pool fee and the combined well & septic repair fee, the new fees are based on the number of hours for each service at the standard hourly rate of \$115 per hour multiplied by the number of hours to complete the service. After a pool inspection is completed, an invoice is sent to the appropriate billing facility. The department sometimes has to send out two, three or more requests for payment with no recourse. This late fee (line 84) is 50% of the initial inspection fee of \$230, or \$115. The combined well & septic repair (line 114) fee is based on the total of the well repair (line 107) and the on-site sewage repair (line 106) reduced by the cost for a two hour plan review (line 161), or \$230. Ingham County currently has no mobile unit renewals, but is anticipating the addition of three units due to demand. Same as the FSE License, the Mobile license renewal (line 39) is half the cost of the initial license (line 38). It is being recovered at 50% of the four hour standard service rate. Ingham County currently has no fee for a Food Variance request (line 62) from a restaurant. Restaurants may want to make a change in the way things are handled in the kitchen or design; and a special meeting will be required to meet with plan review person and restaurant. Estimated time will be at BEH hourly rate (line 159) and will usually run one hour.

If all fee increases were enacted as recommended by the Controller's Office, it is projected that an additional \$233,608 would be generated in 2013. The current total revenue generated by the listed fees is approximately \$5.2 million, so the fee adjustments would increase the base by about 4.7%.

Please contact me if you have any questions regarding this information.

Attachments

Introduced by the Finance Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION UPDATING VARIOUS FEES FOR COUNTY SERVICES**

WHEREAS, the Board of Commissioners set various fees for county services in Resolution 02-155 based on information and recommendations of the *Maximus Cost of Services Analysis* completed in 2002; and

WHEREAS, the Board of Commissioners also established the percent of the cost of providing the services which should be recovered by such fees, referred to in this process as a “target percent”; and

WHEREAS, the Board of Commissioners has directed the Controller’s Office to establish a process for the annual review of these fees and target percents; and

WHEREAS, this process begins with the calculation of a cost increase factor, which is equal to the previous three year average increase in general fund adopted budget for the appropriate departments; and

WHEREAS, this cost increase factor is applied to the previous year’s calculated cost and multiplied by the target percent and in most cases rounded to the lower full dollar amount in order to arrive at a preliminary recommended fee for the upcoming year; and

WHEREAS, in cases where the calculated cost multiplied by target percent is much higher than the current fee, the fee will be recommended to increase gradually each year until the full cost multiplied by target percent is reached, in order to avoid any drastic increases in fees; and

WHEREAS, in cases where the calculated cost multiplied by target percent is lower than the current fee, no fee increase will be recommended for that year; and

WHEREAS, after initial recommendations are made by the Controller, these recommendations are distributed to the affected offices and departments, in order to receive their input; and

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

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

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

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes or encourages the following fee increases in Attachments A and B at the rates established effective January 1, 2013 with the exception of the Health Department and Friend of the Court, where new rates will be effective October 1, 2012 and the Park and Zoo winter seasonal fees which will be effective starting November 1, 2012.

BE IT FURTHER RESOLVED, that the fees within major Health Department services are not included on the attachments and were not set by the policy above, but rather through policy established in Resolutions #05-166 and #05-242.

**ATTACHMENT B**

**SUMMARY OF FEES WHERE CHANGES ARE RECOMMENDED**

**County Services Committee**

Loc of Svc	Fee Description	2012 Cost	2013 Cost	Target %	2012 Fee	Dept/Controll. Recomm.	Add'l Rev
Drain Comm.	Topography (4)	\$523.31	\$537.44	100%	\$530.00	\$535.00	\$15.00
Drain Comm.	Preliminary Comm. Site Plan Review(5)	\$1,208.39	\$1,241.02	75%	\$650.00	\$655.00	\$100.00
Drain Comm.	Preliminary Plat Review(5)	\$1,552.60	\$1,594.52	75%	\$650.00	\$655.00	\$15.00
Drain Comm.	Plat and Commercial Drainage Review - First acre	\$641.02	\$658.33	100%	\$650.00	\$655.00	\$100.00
Drain Comm.	Plat Drain Administration Fee	\$6,512.27	\$6,688.10	75%	\$2,100.00	\$2,200.00	\$300.00
Drain Comm.	Drain Crossing Permits, Review (Commercial)	\$458.75	\$471.14	100%	\$460.00	\$470.00	\$450.00
Drain Comm.	Escrow account-1/2 acre or less (9)	\$523.31	\$537.44	100%	\$500.00	\$535.00	\$1,330.00
Drain Comm.	Escrow account - 1/2 to 1 acre (9)	\$1,569.94	\$1,612.32	100%	\$1,500.00	\$1,600.00	\$1,800.00
Drain Comm.	Escrow account - 1 to 5 acres (9)	\$3,139.87	\$3,224.65	100%	\$3,000.00	\$3,200.00	\$5,400.00
Drain Comm.	Escrow account - 5 to 10 acres (9)	\$5,233.12	\$5,374.41	100%	\$5,000.00	\$5,300.00	\$1,800.00
Drain Comm.	Escrow account - each add'l 10 acres (9)	\$2,616.56	\$2,687.21	100%	\$2,500.00	\$2,600.00	\$600.00
Drain Comm.	Soil Erosion Permit - 9 month duration (6)	\$310.72	\$319.11	75%	\$230.00	\$235.00	\$30.00
Equalization	Pre-2005 Paper Maps/Aerial photos (blueprints)	\$11.86	\$12.19	100%	\$11.00	\$12.00	\$100.00
Equalization	Digitally Produced Paper Maps- Parcel Layer						
Equalization	8.5" x 11" (10)	\$5.87	\$6.03	100%	\$5.00	\$6.00	\$5.00
Equalization	11" x 17" (10)	\$11.73	\$12.05	100%	\$11.00	\$12.00	\$5.00
Equalization	17" x 22" (10)	\$17.60	\$18.08	100%	\$17.00	\$18.00	\$5.00
Equalization	22" x 34" (10)	\$23.47	\$24.10	100%	\$22.00	\$24.00	\$10.00
Equalization	28" x 40" (10)	\$29.34	\$30.13	100%	\$28.00	\$30.00	\$10.00
Equalization	34" x 44" (10)	\$35.20	\$36.15	100%	\$34.00	\$36.00	\$10.00
Equalization	Digitally Produced Paper Maps - Parcel layer w/2005 Digital Photo Layer						
Equalization	8.5" x 11" (10)	\$11.73	\$12.05	100%	\$11.00	\$12.00	\$1,250.00
Equalization	11" x 17" (10)	\$23.47	\$24.10	100%	\$22.00	\$24.00	\$50.00
Equalization	17" x 22" (10)	\$35.20	\$36.15	100%	\$34.00	\$36.00	\$40.00
Equalization	22" x 34" (10)	\$46.94	\$48.21	100%	\$45.00	\$48.00	\$15.00
Equalization	28" x 40" (10)	\$58.67	\$60.26	100%	\$57.00	\$60.00	\$15.00
Equalization	34" x 44" (10)	\$70.41	\$72.31	100%	\$68.00	\$72.00	\$20.00
Equalization	Custom Maps (10)	\$66.19	\$67.98	100%	\$64.00	\$67.00	\$150.00
Parks	Boating Fees (12) ***						
Parks	In-Park Canoe/Kayak - per hr (11)	\$7.30	\$7.50	100%	\$5.00	\$6.00	\$2,262.00
Parks	In-Park Canoe/Kayak - 2nd hr (11)	\$7.30	\$7.50	100%	\$5.00	Eliminate	\$0.00
Parks	In-Park Canoe/Kayak hrly after 2nd (11)	\$3.65	\$3.75	100%	\$2.00	Eliminate	\$0.00
Parks	In-Park Canoe/Kayak -Max. per day (11)	\$12.00	\$12.32	100%	\$12.00	Eliminate	\$0.00
Parks	Canoe/Kayak Trips - McNamara (11)	\$18.26	\$18.75	100%	\$12.00	\$15.00	\$438.00
Parks	Canoe/Kayak Trips - Bunker Rd (11)	\$21.91	\$22.50	100%	\$18.00	\$22.00	\$256.00
Parks	Canoe/Kayak Trips - Eaton Rapids (11)	\$27.38	\$28.12	100%	\$25.00	\$28.00	\$45.00
Parks	Row Boat - 1st hour (11)	\$7.30	\$7.50	100%	\$5.00	\$7.00	\$0.00
Parks	Row Boat - 2nd hour - fee per hour (11)	\$7.30	\$7.50	100%	\$5.00	Eliminate	\$0.00
Parks	Row Boat - Hourly Thereafter (11)	\$3.65	\$3.75	100%	\$2.00	\$3.00	\$0.00
Parks	Row Boat - Maximum (11)	\$36.51	\$37.50	100%	\$20.00	Eliminate	\$0.00

Parks	Cross Country Skiing Adults & Children (12 & under): Weekdays (Burchfield only) (12) ***						
Parks	3rd hour (27)	\$1.12	\$1.15	100%	\$1.00	Eliminate	\$0.00
Parks	Maximum (27)	\$6.74	\$6.92	100%	\$6.00	Eliminate	\$0.00
Parks	Cross Country Skiing Adults: Wknds & Holidays(Burchfield & Lake Lansing N) (12) ***						
Parks	1st hour	\$7.86	\$8.07	100%	\$7.00	\$8.00	\$0.00
Parks	Cross Country Ski Rental Fees for separate equipment - Adult or Child (12) ***						
Parks	Poles per hour (28)	\$3.37	\$3.46	100%	\$2.00	\$3.00	\$0.00
Parks	Hawk Island Snow Park (12)*** Operational Rates (Mon-Fri 4-9 pm Sat-Sun 10am-9pm) *						
Parks	Comb. Snow Board/Tube Adult Pass (15)	\$10.00	\$10.27	100%	\$10.00	Eliminate	\$0.00
Parks	Comb. Snow Board/Tube Child Pass (15)	\$7.00	\$7.19	100%	\$7.00	Eliminate	\$0.00
Parks	Comb. Snow Board/Tube Family Pass (15)	\$30.00	\$30.81	100%	\$30.00	Eliminate	\$0.00
Parks	Comb Group Rate (20-100 p)/person (15)	\$6.00	\$6.16	100%	\$6.00	Eliminate	\$0.00
Parks	Game Rental (for 4 hours) ***						
Parks	Moonwalk (31)	\$250.00	\$256.75	100%	\$250.00	\$275.00	\$0.00
Parks	Dunk Tank (31)	\$200.00	\$205.40	100%	\$200.00	\$225.00	\$0.00
Parks	Giant Slide (31)	\$350.00	\$359.45	100%	\$350.00	\$400.00	\$0.00
Parks	Admission Fees (group rate ***)						
Zoo	All Adults(November-March): Res, Non-Res, or Senior	\$12.00	\$12.32	25%	\$0.00	\$2.00	\$0.00
Zoo	Children (age 3-12) (November - March)	\$12.00	\$12.32	25%	\$0.00	\$1.00	\$0.00

#### Judiciary Committee

Loc of Svc	Fee Description	2012 Cost	2013 Cost	Target %	2012 Fee	Dept/Controll. Recomm.	Add'l Rev
Circuit Court	Criminal Histories	\$10.30	\$10.58	100%	\$9.00	\$10.00	\$1,000
Circuit Court	Felony Case Costs	\$690.24	\$708.88	100%	\$600.00	\$625.00	\$15,000
Circuit Court	Show Cause - Probation	\$435.23	\$446.98	100%	\$100.00	\$125.00	\$0
Family Division	Delinquency Court Costs	\$379.72	\$389.98	100%	\$200.00	\$225.00	\$43,125
Family Division	Tether	\$127.76	\$131.21	25%	\$20.00	\$25.00	\$13,125

#### Law Enforcement Committee

Loc of Svc	Fee Description	2012 Cost	2013 Cost	Target %	2012 Fee	Dept/Controll. Recomm.	Add'l Rev
Animal Control	Enforcement/Dog License Fees						
Animal Control	Un-Sterilized (5)	\$176.83	\$181.61	75.0%	\$50.00	\$60.00	\$40,000.00
Animal Control	Un-Sterilized - Delinquent (5)	\$353.67	\$363.22	75.0%	\$120.00	\$130.00	\$5,000.00
Animal Control	Un-Sterilized - 3 year License (5)	\$425.73	\$437.23	75.0%	\$135.00	\$145.00	\$2,500.00
Animal Control	Boarding Fee-Dangerous Animals (4)	\$86.45	\$88.79	75.0%	\$30.00	\$40.00	\$3,000.00
Animal Control	Boarding Fee per day-others (4)	\$42.57	\$43.72	75.0%	\$20.00	\$30.00	\$19,000.00
Animal Control	Euthanasia Fee (4)	\$168.11	\$172.65	100.0%	\$100.00	\$125.00	\$1,250.00
Animal Control	Owner Pick-up Fee (4)	\$42.57	\$43.72	100.0%	\$30.00	\$40.00	\$400.00
Animal Control	TRANQ. AT-LARGE FEE (4)	\$42.57	\$43.72	100.0%	\$30.00	\$40.00	\$400.00
Animal Control	Rabies vaccination on redeemed dogs	\$19.21	\$19.73	100.0%	\$10.00	\$15.00	\$1,750.00
Animal Control	Bordatella Vaccination-redeemed dogs (4)	\$18.15	\$18.64	100.0%	\$6.00	\$15.00	\$4,410.00
Animal Control	Spay/neuter deposit-Owners redeeming pet	\$0.00	\$0.00	0.0%	\$15.00	\$75.00	\$12,720.00
Pros Atty	Diversion - Felony Offender	\$1,543.10	\$1,584.76	50.0%	\$760.00	\$770.00	\$1,120.00
Pros Atty	Costs for eligible convictions - Trial (2)	\$2,170.33	\$2,228.93	10.0%	\$200.00	\$210.00	\$110.00



Human Services Committee							
Loc of Svc	Fee Description	2012 Cost	2013 Cost	Target %	2012 Fee	Dept/Controll. Recomm.	Add'l Rev
Comm. Health	INS Vaccination Verif Form I-693 (8)	\$35.18	\$36.13	100.0%	\$35.00	\$36.00	\$600.00
Comm. Health	MIHP Tran. Bus/Van (5)	\$32.79	\$33.68	100.0%	\$31.29	\$33.68	\$956.00
Comm. Health	MIHP - Trans Taxi (5)	\$29.99	\$30.80	100.0%	\$28.62	\$30.80	\$152.60
Comm. Health	MIHP Trans. Volunteer (5)	\$0.32	\$0.33	100.0%	\$0.31	\$0.33	\$1.00
Comm. Health	Compreh Envir Investigation (5)	\$281.47	\$289.07	100.0%	\$265.00	\$275.00	\$110.00
Comm. Health	Assessment of Home (5)	\$119.62	\$122.85	100.0%	\$110.00	\$120.00	\$50.00
Comm. Health	Immigration Physical Exams (8)	\$186.07	\$191.10	100.0%	\$170.00	\$180.00	\$100.00
Imm. Clinic	Internat'l Travel Consult	\$57.96	\$59.52	100.0%	\$57.00	\$59.00	\$1,000.00
OYC	Consultation Request (per hr.)	\$67.91	\$69.74	100.0%	\$67.00	\$69.00	\$20.00
OYC	Agency Training Request- Base, 1.5 hr.	\$203.74	\$209.24	100.0%	\$200.00	\$205.00	\$45.00
OYC	Agency Training Request- Base, 2.5 hr.	\$339.56	\$348.72	100.0%	\$330.00	\$340.00	\$110.00
OYC	Agency Training Request- Base, 3.0 hr.	\$412.96	\$424.11	100.0%	\$400.00	\$420.00	\$200.00
OYC	Agency Training Request- Base, 5.0 hr.	\$688.25	\$706.84	100.0%	\$650.00	\$675.00	\$200.00
OYC	OYC-Advertised Train.- 1-2 hr./per person (min. 15 attending)	\$27.16	\$27.90	100.0%	\$22.00	\$25.00	\$300.00
OYC	OYC-Advertised Train.- 2.5-4.5 hr./per person (min. 15 attending)	\$33.95	\$34.87	100.0%	\$28.00	\$30.00	\$1,400.00
OYC	OYC-Advertised Train.- 5-7 hrs./per person (min. 15 attending).	\$67.91	\$69.74	100.0%	\$60.00	\$65.00	\$600.00
OYC	OYC - Advanced Training - 10 hrs./per person	\$103.17	\$105.95	100.0%	\$100.00	\$105.00	\$300.00
OYC	OYC - Administrator Training - 16 hrs./per person	\$188.51	\$193.60	100.0%	\$130.00	\$133.00	\$24.00
Env. Health	FIXED FOOD SERVICE ESTAB-PROFIT						
Env. Health	MOBILE UNIT RENEWAL LICENSE (4 hours)	\$450.94	\$463.11	50.0%	N/A	\$230.00	\$690.00
Env. Health	ON BEH HOURLY RATE, ESTIMATED TIME TO DELIVER SERVICE - ONE HOUR **	\$112.73	\$115.78	100.0%	N/A	\$115.00	\$1,150.00
Env. Health	POOL						
Env. Health	Public Pool Inspection	\$225.47	\$231.56	100.0%	\$220.00	\$230.00	\$1,280.00
Env. Health	Each add'l pool at same location	\$112.73	\$115.78	100.0%	\$110.00	\$115.00	\$235.00
Env. Health	Pool Reinspection (after violation)	\$112.73	\$115.78	100.0%	\$110.00	\$115.00	\$35.00
Env. Health	LATE POOL PAYMENT FEE - WHEN NO PAYMENT RECEIVED AFTER 30 DAYS INVOICED. (12) -est. time - 1 hour	N/A	\$115.78	100.0%	N/A	\$115.00	\$1,150.00
Env. Health	DHS LICENSING						
Env. Health	DHS Licensing Inspection - municipal	\$209.57	\$215.23	100.0%	\$205.00	\$215.00	\$560.00
Env. Health	DHS Licensing Inspection - well & septic	\$345.80	\$355.13	100.0%	\$345.00	\$355.00	\$250.00
Env. Health	DHS Licensing re-inspection fee hourly rate **	\$115.84	\$118.97	100.0%	\$110.00	\$115.00	\$0.00
Env. Health	DHS Initial Licensing Plan Review	\$398.19	\$408.94	100.0%	\$395.00	\$405.00	\$0.00
Env. Health	BODY ART (TATTOO)						
Env. Health	Body Art Business Initial License (10)	\$1,688.58	\$1,734.18	50.0%	\$550.00	\$575.00	\$75.00
Env. Health	Body Art License Renewal (6)	\$901.87	\$926.22	50.0%	\$175.00	\$200.00	\$325.00
Env. Health	Body Art Lic-late renewal-additional	\$271.65	\$278.98	50.0%	\$125.00	\$135.00	\$0.00
Env. Health	Body Art w/o initial license/reinstatement of revoked (10)	\$1,131.10	\$1,161.64	50.0%	\$550.00	\$575.00	\$0.00
Env. Health	Reinstmt of Susp Body Art License (fine)	\$211.55	\$217.27	100.0%	\$210.00	\$215.00	\$0.00
Env. Health	Body Art Initial License after July 1	\$288.16	\$295.94	100.0%	\$275.00	\$295.00	\$0.00
Env. Health	Body Art Temp License (1-14 days)	\$104.79	\$107.62	100.0%	\$100.00	\$105.00	\$0.00
Env. Health	HOURLY RATE, MINIMUM TIME TO DELIVER SERVICE = TWO HOURS) **	\$112.73	\$115.78	\$1.00	n/a	\$115.00	\$0.00

Env. Health	DEMAND PROGRAM (per hour)						
Env. Health	Sewage Inspection (Only)	\$806.86	\$828.65	100.0%	\$770.00	\$800.00	\$150.00
Env. Health	Well (Only) Inspection -private	\$577.25	\$592.84	100.0%	\$575.00	\$590.00	\$75.00
Env. Health	Combined Well & Septic Inspection (14)	\$1,125.00	\$1,155.38	100.0%	\$1,125.00	\$1,130.00	\$125.00
Env. Health	Vacant Land Evaluation	\$555.90	\$570.91	100.0%	\$555.00	\$570.00	\$375.00
Env. Health	On-Site Sewage repair/replace	\$806.86	\$828.65	100.0%	\$770.00	\$800.00	\$2,550.00
Env. Health	Well Repair ***	\$338.20	\$347.33	100.0%	\$200.00	\$345.00	\$14,500.00
Env. Health	Altern On-site Sewage Syst Plan Revw (4)	\$422.20	\$433.60	100.0%	\$420.00	\$430.00	\$500.00
Env. Health	Subdivision Evaluation of Preliminary Plat	\$356.28	\$365.90	100.0%	\$340.00	\$360.00	\$20.00
Env. Health	Munic Requ Eval. of Well/Septic-(hourly rate - min. 2 hours for service) **	\$112.73	\$115.78	100.0%	\$110.00	\$115.00	\$110.00
Env. Health	Septic or Well ownership trsfr,not installed at time of transfer (10)	\$188.52	\$193.61	100.0%	\$185.00	\$190.00	\$25.00
Env. Health	Septic tank repair or replacement inspection fee (10) ***	\$289.06	\$296.86	\$1.00	\$285.00	\$345.00	\$600.00
Env. Health	Irrigation Well/Non-potable well - commercial	N/A	\$345.00	\$1.00	N/A	\$345.00	\$3,105.00
Env. Health	Combined Well & Septic Repair	N/A	\$1,060.20	\$1.00	n/a	\$915.00	\$7,320.00
Env. Health	Septic Installers Certification (2 hr chrg) **	\$0.00	\$0.00	\$0.00	n/a	\$115.00	\$3,450.00
Env. Health	BATHING BEACHES						
Env. Health	Bathing Area Operational Permit	\$225.47	\$231.56	100.0%	\$225.00	\$230.00	\$0.00
Env. Health	Reinstmt of bathing area permit	\$112.73	\$115.78	100.0%	\$110.00	\$115.00	\$0.00
Env. Health	Sanitary Surv for Prop. Bathg Beach	\$450.94	\$463.11	100.0%	\$450.00	\$460.00	\$0.00
Env. Health	CAMPGROUNDS						
Env. Health	Campground Inspection 0-99 Sites	\$152.84	\$156.97	100.0%	\$150.00	\$155.00	\$15.00
Env. Health	Campground Inspection 100-199 Sites	\$229.26	\$235.45	100.0%	\$225.00	\$235.00	\$30.00
Env. Health	Campground Inspection 200+ Sites	\$305.69	\$313.94	100.0%	\$300.00	\$310.00	\$30.00
Env. Health	Campground 0-99 sites -after July 1 fine for late inspection -150% (13)	\$228.44	\$234.60	100.0%	\$225.00	\$232.00	\$0.00
Env. Health	Campground 100-199 Sites after July 1 fine for late inspection 150% (13)	\$343.70	\$352.98	100.0%	\$340.00	\$352.00	\$0.00
Env. Health	Campground 200+ Sites after July 1 fine for late inspection 150% (13)	\$457.92	\$470.28	100.0%	\$450.00	\$465.00	\$0.00
Env. Health	Campground 0-99 Sites after Sept 1 fine for late inspection 200% (13)	\$304.93	\$313.16	100.0%	\$300.00	\$310.00	\$0.00
Env. Health	Campground 100-199 Sites after Sept 1 fine for late inspection 200% (13)	\$457.92	\$470.28	100.0%	\$450.00	\$470.00	\$0.00
Env. Health	Campground 200+ Sites fine for late inspection after Sept 1 -200% (13)	\$610.91	\$627.40	100.0%	\$600.00	\$620.00	\$0.00
Env. Health	MISC EH PROGRAMS						
Env. Health	Collection of water samples for Type II Non-Community Water Sampling per hr (10) **	\$114.25	\$117.33	100.0%	\$110.00	\$115.00	\$0.00
Env. Health	Type II Non Community - Sanitary Survey	\$447.46	\$459.54	100.0%	\$440.00	\$450.00	\$200.00
Env. Health	Board of Health appeal fee (10)	\$127.37	\$130.81	100.0%	\$125.00	\$130.00	\$10.00

2013 County Fees Analysis County Services Committee					FEES PROPOSED TO CHANGE ARE IN BOLD						
Location of Service	Fee Description	2012 Cost	2013 Cost	Target Percent	2012 Fee	2013 Calc. Fee	2013 Initial Prop. Fee	Units	Department/ Controller Recommend.	Additional Revenue	
7	Clerk	Certified Copy - 1st Copy (1)	\$19.30	\$19.83	100.0%	\$20.00	\$19.83	\$20.00	16,500	\$20.00	\$0
8	Clerk	Certified Copy - Add'l Copies (1)	\$9.65	\$9.91	100.0%	\$10.00	\$9.91	\$10.00	20,400	\$10.00	\$0
9	Clerk	Expedited Svc - copies of Vital Records (3)	\$19.30	\$19.83	100.0%	\$20.00	\$19.83	\$20.00	N/A	\$20.00	\$0
10	Clerk	Marriage Solemnize (2)	\$48.26	\$49.56	100.0%	\$50.00	\$49.56	\$50.00	200	\$50.00	\$0
11	BOC	FOIA Request Copies	\$0.16	\$0.16	100.0%	\$0.16	\$0.16	\$0.16	10	\$0.16	\$0
12	Drain Comm.	Photography (4)	\$261.66	\$268.72	100.0%	\$265.00	\$268.72	\$265.00	3	\$265.00	\$0
13	Drain Comm.	<b>Topography (4)</b>	<b>\$523.31</b>	<b>\$537.44</b>	<b>100.0%</b>	<b>\$530.00</b>	<b>\$537.44</b>	<b>\$535.00</b>	<b>3</b>	<b>\$535.00</b>	<b>\$15</b>
14	Drain Comm.	Floodplain/wetland (4)	\$104.66	\$107.49	100.0%	\$105.00	\$107.49	\$105.00	0	\$105.00	\$0
15	Drain Comm.	<b>Preliminary Comm. Site Plan Review(5)</b>	<b>\$1,208.39</b>	<b>\$1,241.02</b>	<b>75.0%</b>	<b>\$650.00</b>	<b>\$930.76</b>	<b>\$655.00</b>	<b>20</b>	<b>\$655.00</b>	<b>\$100</b>
16	Drain Comm.	<b>Preliminary Plat Review(5)</b>	<b>\$1,552.60</b>	<b>\$1,594.52</b>	<b>75.0%</b>	<b>\$650.00</b>	<b>\$1,195.89</b>	<b>\$655.00</b>	<b>3</b>	<b>\$655.00</b>	<b>\$15</b>
17	Drain Comm.	Plat and Commercial Drainage Review									\$0
18	Drain Comm.	<b>Plat and Commercial Drainage Review - First acre</b>	<b>\$641.02</b>	<b>\$658.33</b>	<b>100.0%</b>	<b>\$650.00</b>	<b>\$658.33</b>	<b>\$655.00</b>	<b>20</b>	<b>\$655.00</b>	<b>\$100</b>
19	Drain Comm.	Additional acre	\$73.26	\$75.24	100.0%	\$75.00	\$75.24	\$75.00	16	\$75.00	\$0
20	Drain Comm.	Re-submission Admin fee (7)	\$209.32	\$214.98	100.0%	\$210.00	\$214.98	\$210.00	0	\$210.00	\$0
21	Drain Comm.	<b>Plat Drain Administration Fee</b>	<b>\$6,512.27</b>	<b>\$6,688.10</b>	<b>75.0%</b>	<b>\$2,100.00</b>	<b>\$5,016.08</b>	<b>\$2,200.00</b>	<b>3</b>	<b>\$2,200.00</b>	<b>\$300</b>
22	Drain Comm.	<b>Drain Crossing Permits, Review (Commercial)</b>	<b>\$458.75</b>	<b>\$471.14</b>	<b>100.0%</b>	<b>\$460.00</b>	<b>\$471.14</b>	<b>\$470.00</b>	<b>45</b>	<b>\$470.00</b>	<b>\$450</b>
23	Drain Comm.	Drain Crossing Permit - (Residential) (6)	\$120.92	\$124.19	100.0%	\$120.00	\$124.19	\$120.00	1	\$120.00	\$0
24	Drain Comm.	Tap in Permit - Residential	\$129.08	\$132.56	75.0%	\$95.00	\$99.42	\$95.00	1	\$95.00	\$0
25	Drain Comm.	Tap-in Permit - Commercial	\$503.89	\$517.49	75.0%	\$385.00	\$388.12	\$385.00	18	\$385.00	\$0
26	Drain Comm.	Soil Erosion Permit - Commercial - 12 mo. Duration (8)	\$556.41	\$571.43	100.0%	\$570	\$571.43	\$570		\$570	\$0
27	Drain Comm.				+57/addl	+57/addl	+57/addl		+57/addl		
28	Drain Comm.	Soil Erosion Permit - Commercial - 9 mo. Duration (8)	\$488.08	\$501.26	100.0%	\$500	\$501.26	\$500		\$500	\$0
29	Drain Comm.				+50/addl	+50/addl	50/addl		50/addl		
30	Drain Comm.	Soil Erosion Permit - Commercial - 6 mo. Duration (8)	\$419.75	\$431.08	100.0%	\$430.00	\$431.08	\$430.00		\$430.00	\$0
31	Drain Comm.				+43/addl	+43/addl	+43/addl		+43/addl		
32	Drain Comm.	Soil Erosion Permit Transfer (5)	\$88.96	\$91.37	100.0%	\$90.00	\$91.37	\$90.00		\$90.00	\$0
33	Drain Comm.	Soil Erosion Permit Renewal (5)	\$0.00	\$0.00	100.0%	1/2 of orig fee	1/2 of orig fee	1/2 of orig fee	0	1/2 of orig fee	\$0
34	Drain Comm.	<b>Escrow account-1/2 acre or less (9)</b>	<b>\$523.31</b>	<b>\$537.44</b>	<b>100.0%</b>	<b>\$500.00</b>	<b>\$537.44</b>	<b>\$535.00</b>	<b>38</b>	<b>\$535.00</b>	<b>\$1,330</b>
35	Drain Comm.	<b>Escrow account - 1/2 to 1 acre (9)</b>	<b>\$1,569.94</b>	<b>\$1,612.32</b>	<b>100.0%</b>	<b>\$1,500.00</b>	<b>\$1,612.32</b>	<b>\$1,600.00</b>	<b>18</b>	<b>\$1,600.00</b>	<b>\$1,800</b>
36	Drain Comm.	<b>Escrow account - 1 to 5 acres (9)</b>	<b>\$3,139.87</b>	<b>\$3,224.65</b>	<b>100.0%</b>	<b>\$3,000.00</b>	<b>\$3,224.65</b>	<b>\$3,200.00</b>	<b>27</b>	<b>\$3,200.00</b>	<b>\$5,400</b>
37	Drain Comm.	<b>Escrow account - 5 to 10 acres (9)</b>	<b>\$5,233.12</b>	<b>\$5,374.41</b>	<b>100.0%</b>	<b>\$5,000.00</b>	<b>\$5,374.41</b>	<b>\$5,300.00</b>	<b>6</b>	<b>\$5,300.00</b>	<b>\$1,800</b>
38	Drain Comm.	<b>Escrow account - each add'l 10 acres (9)</b>	<b>\$2,616.56</b>	<b>\$2,687.21</b>	<b>100.0%</b>	<b>\$2,500.00</b>	<b>\$2,687.21</b>	<b>\$2,600.00</b>	<b>6</b>	<b>\$2,600.00</b>	<b>\$600</b>
39	Drain Comm.	Soil Erosion Permit-Residential-12 mo.	\$240.72	\$247.22	100.0%	\$240.00	\$247.22	\$240.00	2	\$240.00	\$0
40	Drain Comm.	<b>Soil Erosion Permit - 9 month duration (6)</b>	<b>\$310.72</b>	<b>\$319.11</b>	<b>75.0%</b>	<b>\$230.00</b>	<b>\$239.33</b>	<b>\$235.00</b>	<b>6</b>	<b>\$235.00</b>	<b>\$30</b>
41	Drain Comm.	Soil Erosion Permit - 6 month duration (6)	\$251.93	\$258.74	75.0%	\$190.00	\$194.05	\$190.00	106	\$190.00	\$0
42	Drain Comm.	Soil Erosion Permit - Renewal	\$0.00	\$0.00	75.0%	1/2 of orig fee	1/2 of orig fee	1/2 of orig fee	47	1/2 of orig fee	\$0
43	Drain Comm.	Commercial Minor Disturbance Soil Erosion - Permit/Review/Inspection	\$382.99	\$393.33	75.0%	\$295.00	\$295.00	\$295.00	18	\$295.00	\$0
44	Drain Comm.	Residential Minor Disturbance Soil Erosion - Permit/Review/Inspection	\$58.78	\$60.37	75.0%	\$45.00	\$45.28	\$45.00	29	\$45.00	\$0
45	Drain Comm.	Violation and Cease&Desist Order	\$274.83	\$282.25	100.0%	\$280.00	\$282.25	\$280.00	6	\$280.00	\$0
46	Drain Comm.	Title Search - Drain Assessments	\$4.99	\$5.13	100.0%	\$5.00	\$5.13	\$5.00	1,694	\$5.00	\$0
47	Equalization	<b>Pre-2005 Paper Maps/Aerial photos (blueprints)</b>	<b>\$11.86</b>	<b>\$12.19</b>	<b>100.0%</b>	<b>\$11.00</b>	<b>\$12.19</b>	<b>\$12.00</b>	<b>100</b>	<b>\$12.00</b>	<b>\$100</b>
48	Equalization	Digitally Produced Paper Maps- Parcel Layer									
49	Equalization	<b>8.5" x 11" (10)</b>	<b>\$5.87</b>	<b>\$6.03</b>	<b>100.0%</b>	<b>\$5.00</b>	<b>\$6.03</b>	<b>\$6.00</b>	<b>5</b>	<b>\$6.00</b>	<b>\$5</b>
50	Equalization	<b>11" x 17" (10)</b>	<b>\$11.73</b>	<b>\$12.05</b>	<b>100.0%</b>	<b>\$11.00</b>	<b>\$12.05</b>	<b>\$12.00</b>	<b>5</b>	<b>\$12.00</b>	<b>\$5</b>
51	Equalization	<b>17" x 22" (10)</b>	<b>\$17.60</b>	<b>\$18.08</b>	<b>100.0%</b>	<b>\$17.00</b>	<b>\$18.08</b>	<b>\$18.00</b>	<b>5</b>	<b>\$18.00</b>	<b>\$5</b>
52	Equalization	<b>22" x 34" (10)</b>	<b>\$23.47</b>	<b>\$24.10</b>	<b>100.0%</b>	<b>\$22.00</b>	<b>\$24.10</b>	<b>\$24.00</b>	<b>5</b>	<b>\$24.00</b>	<b>\$10</b>
53	Equalization	<b>28" x 40" (10)</b>	<b>\$29.34</b>	<b>\$30.13</b>	<b>100.0%</b>	<b>\$28.00</b>	<b>\$30.13</b>	<b>\$30.00</b>	<b>5</b>	<b>\$30.00</b>	<b>\$10</b>
54	Equalization	<b>34" x 44" (10)</b>	<b>\$35.20</b>	<b>\$36.15</b>	<b>100.0%</b>	<b>\$34.00</b>	<b>\$36.15</b>	<b>\$36.00</b>	<b>5</b>	<b>\$36.00</b>	<b>\$10</b>
55	Equalization	Digitally Produced Paper Maps - Parcel layer w/2005 Digital Photo Layer									
56	Equalization	<b>8.5" x 11" (10)</b>	<b>\$11.73</b>	<b>\$12.05</b>	<b>100.0%</b>	<b>\$11.00</b>	<b>\$12.05</b>	<b>\$12.00</b>	<b>1,250</b>	<b>\$12.00</b>	<b>\$1,250</b>
57	Equalization	<b>11" x 17" (10)</b>	<b>\$23.47</b>	<b>\$24.10</b>	<b>100.0%</b>	<b>\$22.00</b>	<b>\$24.10</b>	<b>\$24.00</b>	<b>25</b>	<b>\$24.00</b>	<b>\$50</b>
58	Equalization	<b>17" x 22" (10)</b>	<b>\$35.20</b>	<b>\$36.15</b>	<b>100.0%</b>	<b>\$34.00</b>	<b>\$36.15</b>	<b>\$36.00</b>	<b>20</b>	<b>\$36.00</b>	<b>\$40</b>
59	Equalization	<b>22" x 34" (10)</b>	<b>\$46.94</b>	<b>\$48.21</b>	<b>100.0%</b>	<b>\$45.00</b>	<b>\$48.21</b>	<b>\$48.00</b>	<b>5</b>	<b>\$48.00</b>	<b>\$15</b>
60	Equalization	<b>28" x 40" (10)</b>	<b>\$58.67</b>	<b>\$60.26</b>	<b>100.0%</b>	<b>\$57.00</b>	<b>\$60.26</b>	<b>\$60.00</b>	<b>5</b>	<b>\$60.00</b>	<b>\$15</b>
61	Equalization	<b>34" x 44" (10)</b>	<b>\$70.41</b>	<b>\$72.31</b>	<b>100.0%</b>	<b>\$68.00</b>	<b>\$72.31</b>	<b>\$72.00</b>	<b>5</b>	<b>\$72.00</b>	<b>\$20</b>
62	Equalization	<b>Custom Maps (10)</b>	<b>\$66.19</b>	<b>\$67.98</b>	<b>100.0%</b>	<b>\$64.00</b>	<b>\$67.98</b>	<b>\$67.00</b>	<b>50</b>	<b>\$67.00</b>	<b>\$150</b>

	Location of Service	Fee Description	2012 Cost	2013 Cost	Target Percent	2012 Fee	2013 Calc. Fee	2013 Initial Prop. Fee	Units	Department/ Controller Recommend.	Additional Revenue
63	Parks	Administrative -Returned Check Fee (11)	\$32.86	\$33.75	100.0%	\$30.00	\$33.75	\$30.00	0	\$30.00	\$0
64	Parks	Parking/Vehicle Entrance Fees (16) ***									
65	Parks	Resident Daily (17)	\$6.48	\$6.66	75.0%	\$3.00	\$5.00	\$4.00	40,000	\$3.00	\$0
66	Parks	Resident Annual (17) (21)	\$64.85	\$66.60	75.0%	\$30.00	\$49.95	\$40.00	4,000	\$30.00	\$0
67	Parks	Non-Resident Daily (17)	\$6.48	\$6.66	100.0%	\$5.00	\$6.66	\$6.00	9,000	\$5.00	\$0
68	Parks	Non-Resident Annual (17)	\$64.85	\$66.60	100.0%	\$40.00	\$66.60	\$50.00	30	\$40.00	\$0
69	Parks	Shelters									
70	Parks	Cancellation Fee (All Shelters) (23)	\$20.00	\$20.54	100.0%	\$20.00	\$20.54	\$20.00	0	\$20.00	\$0
71	Parks	Winter Sports Building (100 Person Capacity) *** (37)	\$90.00	\$92.43	100.0%	\$90.00	\$92.43	\$90.00	0	\$90	\$0
72	Parks	Shelters - 40 Person Capacity ***									
73	Parks	Baldwin Riverview	\$82.15	\$84.37	100.0%	\$50.00	\$84.37	\$55.00	16	\$50.00	\$0
74	Parks	Shelters - 60 Person Capacity ***									
75	Parks	Lake Lansing South Lakeview	\$91.28	\$93.74	100.0%	\$75.00	\$93.74	\$85.00	61	\$75.00	\$0
76	Parks	Lake Lansing North Oak Knoll	\$91.28	\$93.74	100.0%	\$75.00	\$93.74	\$85.00	41	\$75.00	\$0
77	Parks	Lake Lansing North Sandhill	\$91.28	\$93.74	100.0%	\$75.00	\$93.74	\$85.00	41	\$75.00	\$0
78	Parks	Hawk Island Kestrel	\$91.28	\$93.74	100.0%	\$75.00	\$93.74	\$85.00	143	\$75.00	\$0
79	Parks	Hawk Island 1/2 of Peregrine	\$91.28	\$93.74	100.0%	\$75.00	\$93.74	\$85.00	73	\$75.00	\$0
80	Parks	Burchfield Deer Run *	\$73.02	\$74.99	100.0%	\$60.00	\$74.99	\$70.00	18	\$60.00	\$0
81	Parks	Burchfield Pine Knoll *	\$73.02	\$74.99	100.0%	\$60.00	\$74.99	\$70.00	18	\$60.00	\$0
82	Parks	Burchfield Southridge *	\$91.28	\$93.74	100.0%	\$75.00	\$93.74	\$85.00	19	\$75.00	\$0
83	Parks	Potter Park Penquin Cove	\$91.28	\$93.74	100.0%	\$75.00	\$93.74	\$85.00	35	\$75.00	\$0
84	Parks	Shelters - 80 Person Capacity ***									
85	Parks	Potter Park Eagle Landing	\$136.92	\$140.61	100.0%	\$100.00	\$140.61	\$110.00	37	\$100.00	\$0
86	Parks	Shelters - 120 Person Capacity ***									
87	Parks	Lake Lansing - North - 1/2 of Main	\$146.04	\$149.99	100.0%	\$100.00	\$149.99	\$110.00	13	\$100.00	\$0
88	Parks	Hawk Island Peregrine	\$182.55	\$187.48	100.0%	\$125.00	\$187.48	\$135.00	47	\$125.00	\$0
89	Parks	Burchfield 1/2 of North Bluff	\$146.04	\$149.99	100.0%	\$100.00	\$149.99	\$110.00	22	\$100.00	\$0
90	Parks	Burchfield 1/2 of Woodsong	\$146.04	\$149.99	100.0%	\$100.00	\$149.99	\$110.00	21	\$100.00	\$0
91	Parks	Shelters - 150 Person Capacity ***									
92	Parks	Lake Lansing - South - 1/2 of Main	\$146.04	\$149.99	100.0%	\$100.00	\$149.99	\$110.00	60	\$100.00	\$0
93	Parks	Potter Park 1/2 of Tiger Den	\$182.55	\$187.48	100.0%	\$100.00	\$187.48	\$110.00	27	\$100.00	\$0
94	Parks	Shelters - 240 Person Capacity ***									
95	Parks	Lake Lansing - North - Main	\$273.83	\$281.22	100.0%	\$175.00	\$281.22	\$185.00	27	\$175.00	\$0
96	Parks	Burchfield - North Bluff	\$273.83	\$281.22	100.0%	\$175.00	\$281.22	\$185.00	15	\$175.00	\$0
97	Parks	Burchfield - Woodsong	\$273.83	\$281.22	100.0%	\$175.00	\$281.22	\$185.00	15	\$175.00	\$0
98	Parks	Shelters - 300 Person Capacity ***									
99	Parks	Lake Lansing - South - Main	\$273.83	\$281.22	100.0%	\$175.00	\$281.22	\$185.00	17	\$175.00	\$0
100	Parks	Burchfield - Overlook	\$273.83	\$281.22	100.0%	\$175.00	\$281.22	\$185.00	17	\$175.00	\$0
101	Parks	Potter Park - Tiger Den	\$319.47	\$328.10	100.0%	\$175.00	\$328.10	\$185.00	10	\$175.00	\$0
102	Parks	Shelters - 375 Person Capacity ***									
103	Parks	Hawk Island - Red Tail	\$365.11	\$374.97	100.0%	\$250.00	\$374.97	\$260.00	51	\$250.00	\$0
104	Parks	Boating Fees (12) ***									
105	Parks	In-Park Canoe/Kayak - per hr (11)	\$7.30	\$7.50	100.0%	\$5.00	\$7.50	\$6.00	2,262	\$6.00	\$2,262
106	Parks	In-Park Canoe/Kayak - 2nd hr (11)	\$7.30	\$7.50	100.0%	\$5.00	\$7.50	\$6.00	0	Eliminate	\$0
107	Parks	In-Park Canoe/Kayak hrly after 2nd (11)	\$3.65	\$3.75	100.0%	\$2.00	\$3.75	\$3.00	0	Eliminate	\$0
108	Parks	In-Park Canoe/Kayak -Max. per day (11)	\$12.00	\$12.32	100.0%	\$12.00	\$12.32	\$12.00	0	Eliminate	\$0
109	Parks	Abandonment Recovery Fee (11)	\$40.00	\$41.08	100.0%	\$40.00	\$41.08	\$40.00	0	\$40.00	\$0
110	Parks	Late Fee (arriving 1/2 hour or later after closing) (11)	\$20.00	\$20.54	100.0%	\$20.00	\$20.54	\$20.00	0	\$20.00	\$0
111	Parks	Canoe/Kayak Trips - McNamara (11)	\$18.26	\$18.75	100.0%	\$12.00	\$18.75	\$15.00	146	\$15.00	\$438
112	Parks	Canoe/Kayak Trips - Bunker Rd (11)	\$21.91	\$22.50	100.0%	\$18.00	\$22.50	\$22.00	64	\$22.00	\$256
113	Parks	Canoe/Kayak Trips - Eaton Rapids (11)	\$27.38	\$28.12	100.0%	\$25.00	\$28.12	\$28.00	15	\$28.00	\$45
114	Parks	Canoe/Kayak Trips - Transport Fee (Non-ICP Boats and person(s)-grp of 2 or more) * (11)	\$5.00	\$5.14	100.0%	\$5.00	\$5.14	\$5.00	0	\$5.00	\$0
115	Parks	Pedal Boat - Weekdays - per 1/2 hr (11)	\$8.21	\$8.44	100.0%	\$5.00	\$8.44	\$6.00	1,338	\$5.00	\$0
116	Parks	Pedal Boat-Wkds/Holidays-per 1/2 hr (11)	\$10.04	\$10.31	100.0%	\$6.00	\$10.31	\$7.00	2,231	\$6.00	\$0
117	Parks	Pedal Boat - Senior (+60) - per 1/2 hr (11)	\$1.83	\$1.87	100.0%	\$1.00	\$1.87	\$1.00	0	\$1.00	\$0
118	Parks	Row Boat - 1st hour (11)	\$7.30	\$7.50	100.0%	\$5.00	\$7.50	\$6.00	0	\$7.00	\$0
119	Parks	Row Boat - 2nd hour - fee per hour (11)	\$7.30	\$7.50	100.0%	\$5.00	\$7.50	\$6.00	0	Eliminate	\$0
120	Parks	Row Boat - Hourly Thereafter (11)	\$3.65	\$3.75	100.0%	\$2.00	\$3.75	\$3.00	0	\$3.00	\$0
121	Parks	Row Boat - Maximum (11)	\$36.51	\$37.50	100.0%	\$20.00	\$37.50	\$25.00	0	Eliminate	\$0

	Location of Service	Fee Description	2012 Cost	2013 Cost	Target Percent	2012 Fee	2013 Calc. Fee	2013 Initial Prop. Fee	Units	Department/ Controller Recommend.	Additional Revenue
122	Parks	Ski Rental (Burchfield only) (12) ***									
123	Parks	Moonlight Ski- Adult (11)	\$10.95	\$11.25	100.0%	\$10.00	\$11.25	\$11.00	0	\$10.00	\$0
124	Parks	Moonlight Ski - Child (12 & under) (26)	\$5.48	\$5.62	100.0%	\$3.00	\$5.62	\$4.00	0	\$3.00	\$0
125	Parks	Cross Country Skiing Adults & Children (12 & under); Weekdays (Burchfield only) (12) ***						ADDED			
126	Parks	1st hour (27)	\$4.49	\$4.61	100.0%	\$4.00	\$4.61	\$4.00	0	\$4.00	\$0
127	Parks	Each additional hour (27)	\$1.12	\$1.15	100.0%	\$1.00	\$1.15	\$1.00	0	\$1.00	\$0
128	Parks	3rd hour (27)	\$1.12	\$1.15	100.0%	\$1.00	\$1.15	\$1.00	0	Eliminate	\$0
129	Parks	Maximum (27)	\$6.74	\$6.92	100.0%	\$6.00	\$6.92	\$6.00	0	Eliminate	\$0
130	Parks	Cross Country Skiing Adults: Wknds & Holidays(Burchfield & Lake Lansing N) (12) ***									
131	Parks	1st hour	\$7.86	\$8.07	100.0%	\$7.00	\$8.07	\$8.00	0	\$8.00	\$0
132	Parks	Each additional hour	\$3.37	\$3.46	100.0%	\$3.00	\$3.46	\$3.00	0	\$3.00	\$0
133	Parks	X-Country Skiing Children(12&under): Wkds& Holidays(Burchfield&Lake Lansing N) (12) ***									
134	Parks	1st hour (27)	\$4.49	\$4.61	100.0%	\$4.00	\$4.61	\$4.00	0	\$4.00	\$0
135	Parks	Each additional hour (27)	\$1.12	\$1.15	100.0%	\$1.00	\$1.15	\$1.00	0	\$1.00	\$0
136	Parks	Cross Country Ski Rental Fees for separate equipment - Adult or Child (12) ***									
137	Parks	Skis per hour (28)	\$3.37	\$3.46	100.0%	\$3.00	\$3.46	\$3.00	0	\$3.00	\$0
138	Parks	Boots per hour (28)	\$3.37	\$3.46	100.0%	\$3.00	\$3.46	\$3.00	0	\$3.00	\$0
139	Parks	Poles per hour (28)	\$3.37	\$3.46	100.0%	\$2.00	\$3.46	\$3.00	0	\$3.00	\$0
140	Parks	Day Camp ***						ADDED			
141	Parks	Resident Monday-Friday 8am-4pm (29)	\$80.00	\$82.16	100.0%	\$80.00	\$82.16	\$80.00	0	\$80.00	\$0
142	Parks	Non-Resident Monday-Friday 8am-4pm (30)	\$90.00	\$92.43	100.0%	\$90.00	\$92.43	\$90.00	0	\$90.00	\$0
143	Parks	Resident Mon-Fri 7:30am-5:30pm (29)	\$110.00	\$112.97	100.0%	\$110.00	\$112.97	\$110.00	0	\$110.00	\$0
144	Parks	Non-Resident Mon-Fri 7:30am-5:30pm(30)	\$120.00	\$123.24	100.0%	\$120.00	\$123.24	\$120.00	0	\$120.00	\$0
145	Parks	Cancellation Fee (Day Camp) (23)	\$15.00	\$15.41	100.0%	\$15.00	\$15.41	\$15.00	0	\$15.00	\$0
146	Parks	Soccer - per 2 hr Rental (resident) ***									
147	Parks	Standard size field (35)	\$82.15	\$84.37	100.0%	\$45.00	\$84.37	\$55.00	0	\$45.00	\$0
148	Parks	Mid-size field (50x80) (35)	\$82.15	\$84.37	100.0%	\$45.00	\$84.37	\$55.00	0	\$45.00	\$0
149	Parks	Small field (30x50) (35)	\$63.89	\$65.62	100.0%	\$35.00	\$65.62	\$45.00	0	\$35.00	\$0
150	Parks	Out-of-County Rates (any size field) (35)	\$94.02	\$96.56	100.0%	\$75.00	\$96.56	\$85.00	0	\$75.00	\$0
151	Parks	School Rate (2 hours) (35)	\$91.28	\$93.74	100.0%	\$50.00	\$93.74	\$60.00	0	\$50.00	\$0
152	Parks	Practice Session(2 hrs) Any size field (35)	\$37.61	\$38.63	100.0%	\$30.00	\$38.63	\$35.00	0	\$30.00	\$0
153	Parks	City of Lansing Rate (35)	\$27.38	\$28.12	100.0%	\$15.00	\$28.12	\$25.00	0	\$15.00	\$0
154	Parks	Tournament - 6 field rental on Saturday and Sunday. Rate may be prorated with 3 field minimum. (35)	\$5,476.62	\$5,624.49	100.0%	\$3,000	\$5,624.49	\$3,100	0	\$3,000	\$0
155	Parks	Cancellation/Reschedule Fee (35)	\$27.38	\$28.12	100.0%	\$15.00	\$28.12	\$20.00	0	\$15.00	\$0
156	Parks	Disc Golf (12) ***									
157	Parks	Day Pass - 12 & Under (with an adult) (22)	\$0.00	\$0.00	100.0%	\$0.00	\$0.00	\$0.00	0	\$0.00	\$0
158	Parks	Day Pass (13 and older) (22)	\$4.00	\$4.11	100.0%	\$4.00	\$4.11	\$4.00	0	\$4.00	\$0
159	Parks	Season Pass (22)	\$40.00	\$41.08	100.0%	\$40.00	\$41.08	\$40.00	0	\$40.00	\$0
160	Parks	Tournament * (11)	*	*	100.0%	*	*	*	0	\$0.00	\$0
161	Parks	Equipment Rental per round of Disc Golf (13)	\$1	\$1.03	100.0%	\$1.00	\$1.03	\$1.00	0	\$1.00	\$0
162	Parks	Equipment Replacement-lost,damaged,stolen Discs (13)	\$10	\$10.27	100.0%	\$10.00	\$10.27	\$10.00	0	\$10.00	\$0
163	Parks	Dog Park (12 Month Pass) ***									
164	Parks	Regular Pass (11)	\$30.00	\$30.81	100.0%	\$30.00	\$30.81	\$30.00	0	\$30.00	\$0
165	Parks	Student (college ID) (11)	\$15.00	\$15.41	100.0%	\$15.00	\$15.41	\$15.00	0	\$15.00	\$0
166	Parks	Senior (+60) (11)	\$15.00	\$15.41	100.0%	\$15.00	\$15.41	\$15.00	0	\$15.00	\$0
167	Parks	Veteran (11)	\$15.00	\$15.41	100.0%	\$15.00	\$15.41	\$15.00	0	\$15.00	\$0
168	Parks	Owner of Service Animal (14)	\$15.00	\$15.41	100.0%	\$15.00	\$15.41	\$15.00	0	\$15.00	\$0
169	Parks	Daily Pass (11)	\$5.62	\$5.77	100.0%	\$5.00	\$5.77	\$5.00	0	\$5.00	\$0
170	Parks	Replacement FOB (11)	\$5.00	\$5.14	100.0%	\$5.00	\$5.14	\$5.00	0	\$5.00	\$0
171	Parks	Special Event Fees (11) ***									
172	Parks	Non-Profit Youth Groups	\$0.00	\$0.00	100.0%	\$0.00	\$0.00	\$0.00	0	\$0.00	\$0
173	Parks	1-100 Participants	\$200.00	\$205.40	100.0%	\$200.00	\$205.40	\$205.00	0	\$200.00	\$0
174	Parks	101-200 Participants	\$300.00	\$308.10	100.0%	\$300.00	\$308.10	\$305.00	0	\$300.00	\$0
175	Parks	201-300 Participants	\$400.00	\$410.80	100.0%	\$400.00	\$410.80	\$410.00	0	\$400.00	\$0
176	Parks	301-400 Participants	\$500.00	\$513.50	100.0%	\$500.00	\$513.50	\$510.00	0	\$500.00	\$0
177	Parks	401-500 Participants	\$600.00	\$616.20	100.0%	\$600.00	\$616.20	\$610.00	0	\$600.00	\$0
178	Parks	500+ Participants	\$700.00	\$718.90	100.0%	\$700.00	\$718.90	\$710.00	0	\$700.00	\$0
179	Parks	Snow Tube Rental -Burchfield (11) (12) ***									
180	Parks	Burchfield - Tube Rental (2 hours)	\$1.00	\$1.03	100.0%	\$1.00	\$1.03	\$1.00	0	\$1.00	\$0



(1) Fee established by R09-028 and changed by R10-122. Per MCL 333.2891, local clerks cannot charge more than the State fees of \$26 for the first copy and \$12 for the second.
(2) This fee was established per Resolution 06-276 and increased by Resolution 07-020 and 10-085
(3) This fee was established per Resolution 10-085
(4) These fees were established by Resolution 06-277.
(5) These fees must be the same as first acre.
(6) 2006 fee set by Resolution 05-336.
(7) This fee was established in 2007 through the annual fee review process.
(8) In 2009, the Drain Office changed the one fee for Commercial Soil Erosion permits to separate fees based on duration.
(9) These fees were established per Resolution 06-316.
(10) Fees established per Resolution 05-241
(11) These fees were established on IC fee schedule per Resolution 11-165 & the 2nd hour and maximum per day are recommended for elimination and replaced
(12) An Employee discounted rate of \$1.00 off the standard rate for each activity was established per Resolution 11-251. All of these fees except the disc golf are "SEASON" fees and are maintained until the end of the season. The winter season is from November through March.
(13) These fees for disc golf equipment were established per Resolution 11-275
(14) This fee was established per Resolution 11-276
(15) These fees were established per Resolution 11-297 (& Park Resolution 12-11 for clarification on Hawk Island Snow Park fees) & the combination day passes are recommended for elimination.
(16) R11-359 changed "Free Day" for Vehicle Entrance Fee to Wednesday
(17) These fees were established per Resolution 10-176.
(18) Fees set by R11-389
(19) Fees set by R11-382; Fidler will manage billing and reimburse IC a portion.
(20) The Treasurer's office charges this fee for tax information emailed, mailed, or faxed as customers can do searches on-line or come into the office for no charge up to a certain amount.
(21) The second Vehicle Annual Pass was rescinded by Resolution 12-61
(22) These fees were established per Resolution 11-160
(23) Fee were established per Park Board Resolution 98-38
(26) Fees were established per Park Board Resolution 90-105
(27) Fees were established per Park Board Resolution 05-31 & the 2nd hour and maximum per day are recommended for elimination and replaced with each additional hour.
(28) Fees were established per Park Board Resolution 90-111 & separate rate for children has been eliminated, just one rate for adults and children for equipment.
(29) Fees were established per Park Board Resolution 07-03
(30) Fees were established per Park Board Resolution 10-37
(31) Fees were established per Park Board Resolution 05-18
(34) Fee was initially established per Park Board Resolution 02-09 at \$910.00 per month.
(35) Fees were established per Park Board Resolution 11-11. These fees remain at the 2012 rate because they need a recommendation from the Soccer Advisory Board.
(37) Fees were established per Park Board Resolution 10-33
* Respective to "Special Event" fees per number of people
** This pass includes entry to both the snow tubing and snowboarding hill
*** FEE EXCEPTIONS ( <i>those in italic were set by other resolutions, but have just been added to this County fee schedule</i> ) - <u>Waiver of Fees</u> : all school and non-profit groups Mon-Friday (PB#10-21), Big Brother/Sister (PB#04-25), Special Events (PB#11-53), Annual hardship pass -free to low income(PB#93-78), Waiver of parking fees during Potter Park Zoo Winter Wonderland of Lights (PB#11-42), Free admission to Zoo for County Residents on first Saturday in October (PB#08-16), Free Days at the Park: Lake Lansing Parks-second Monday of June (includes Boat Launch; Burchfield Park-second Monday of July; Hawk Island Park-second Monday of August; ALL PARKS- 3rd Monday of January/Martin Luther King Day (Park Bd Resolution #11-42); <u>DISCOUNTS</u> - All Zoo admission (s) Mondays - \$1 off for Residents; Non Educational Groups of 20 or more individuals (group payment required) OR Self Guided School field trip (pre-pay 3 weeks in advance) - \$1 off each regular priced admission(s).....only during season (April - October), no group discount or parking rates during off season (November - March)
NOTE: In February, 2011, Resolution 11-049 rescinded the authority previously delegated in Resolution 05-295 to the Parks and Recreation Commission to set and modify fees. Therefore, all Parks fees have been added to the County Fee schedule. Ingham County Board of Commissioners has the authority to set and periodically adjust Parks user fees pertaining to the use of the County Park facilities and equipment.

2013 County Fees Analysis  
 Judiciary Committee

FEES PROPOSED TO CHANGE ARE IN BOLD

	Location of Service	Fee Description	2012 Cost	2013 Cost	Target Percent	2012 Fee	2013 Calc. Fee	2013 Initial Prop. Fee	Units	Department/ Controller Recommend.	Additional Revenue
7	All Courts	Work Release (1)	\$48.46	\$49.76	50.0%	\$25.00	\$24.88	\$25.00	5,250	\$25.00	\$0
8											
9	District Court	Civil (2)	\$107.02	\$109.91	50.0%	Varies	\$54.95	Varies	5,210	Varies	Varies
10	District Court	Felonies (3)	\$172.57	\$177.23	0.0%	\$0.00	\$0.00	\$0.00	684	0.00	\$0
11	District Court	Pre-Sentence Reports	\$207.51	\$213.11	100.0%	\$100.00	\$213.11	\$125.00	75	\$100.00	\$0
12	District Court	Preliminary Breath Test (PBT) (4)	\$6.12	\$6.28	0.0%	\$0.00	\$0.00	\$0.00	1,750	0.00	\$0
13	District Court	Probation Oversight (per month)	\$109.27	\$112.23	100.0%	\$35.00	\$112.23	\$45.00	5,220	\$35.00	\$0
14	District Court	Traffic/Criminal	Varies	Varies	100.0%	Varies	Varies	Varies	25,615	Varies	Varies
15	District Court	Traffic (5)	\$243.02	\$249.59	50.0%	Varies	\$124.79	Varies	1,775	Varies	Varies
16	Circuit Court	Copies	\$3.54	\$3.63	25.0%	\$1.00	\$0.91	\$1.00	25,000	\$1.00	\$0
17	<b>Circuit Court</b>	<b>Criminal Histories</b>	<b>\$10.30</b>	<b>\$10.58</b>	<b>100.0%</b>	<b>\$9.00</b>	<b>\$10.58</b>	<b>\$10.00</b>	<b>1,000</b>	<b>\$10.00</b>	<b>\$1,000</b>
18	<b>Circuit Court</b>	<b>Felony Case Costs</b>	<b>\$690.24</b>	<b>\$708.88</b>	<b>100.0%</b>	<b>\$600.00</b>	<b>\$708.88</b>	<b>\$625.00</b>	<b>600</b>	<b>\$625.00</b>	<b>\$15,000</b>
19	<b>Circuit Court</b>	<b>Show Cause - Probation</b>	<b>\$435.23</b>	<b>\$446.98</b>	<b>100.0%</b>	<b>\$100.00</b>	<b>\$446.98</b>	<b>\$125.00</b>	<b>0</b>	<b>\$125.00</b>	<b>\$0</b>
20	<b>Family Division</b>	<b>Delinquency Court Costs</b>	<b>\$379.72</b>	<b>\$389.98</b>	<b>100.0%</b>	<b>\$200.00</b>	<b>\$389.98</b>	<b>\$225.00</b>	<b>1,725</b>	<b>\$225.00</b>	<b>\$43,125</b>
21	Family Division	In-Home Detention	\$37.12	\$38.13	0.0%	\$0.00	\$0.00	\$0.00	7,000	\$0.00	\$0
22	Family Division	Intensive Probation	\$877.97	\$901.68	0.0%	\$0.00	\$0.00	\$0.00	970	\$0.00	\$0
23	Family Division	Regular Probation	\$145.45	\$149.38	0.0%	\$0.00	\$0.00	\$0.00	5,292	\$0.00	\$0
24	<b>Family Division</b>	<b>Tether</b>	<b>\$127.76</b>	<b>\$131.21</b>	<b>25.0%</b>	<b>\$20.00</b>	<b>\$32.80</b>	<b>\$25.00</b>	<b>2,625</b>	<b>\$25.00</b>	<b>\$13,125</b>
25	Family Division	Traffic (6)	\$208.04	\$213.66	50.0%	ticket fee schedule	\$106.83	ticket fee schedule	1,775	ticket fee schedule	ticket fee schedule
26	Family Division	Traffic - Fail to Appear	\$97.84	\$100.48	25.0%	\$24.00	\$25.12	\$24.00	355	\$24.00	\$0
27	FOC	FOC Bench Warrants	\$628.28	\$645.25	100.0%	\$250.00	\$645.25	\$275.00	1,000	\$250.00	\$0
	<b>TOTALS</b>										<b>\$72,250</b>

(1) Courts ordering work release are encouraged to recognize that the cost of administering work release at the jail has been calculated at \$50.00 per day, but is charged at 50% of that amount, \$25/day, if paid in certain time. Sometimes, the Judge will order a different amount.

(2) Civil Fees are set by statute

(3) The Court does not have jurisdiction over felony cases

(4) The Court does not charge a fee for administering a PBT

(5) Traffic fees are set by statute; court costs are subject to judicial discretion (subject to a schedule of costs adopted by the court).

(6) Although this was set at a flat rate in previous years, Family Court has always used this fee schedule.



2013 County Fees Analysis					FEES PROPOSED TO CHANGE ARE IN BOLD						
Law Enforcement Committee											
Location of Service	Fee Description	2012 Cost	2013 Cost	Target Percent	2012 Fee	2013 Calc. Fee	2013 Initial Prop. Fee	Units	Department/ Controller Recommend.	Additional Revenue	
7	Animal Control	Enforcement/Dog License Fees									
8	Animal Control	Sterilized	\$54.19	\$55.65	25.0%	\$14.00	\$13.91	\$14.00	15,000	\$14.00	\$0
9	Animal Control	Sterilized - Delinquent	\$180.62	\$185.50	25.0%	\$40.00	\$46.37	\$40.00	2,500	\$40.00	\$0
10	Animal Control	Sterilized - 3 year License (5)	\$127.72	\$131.17	25.0%	\$33.00	\$32.79	\$33.00	3,000	\$33.00	\$0
11	Animal Control	Un-Sterilized (5)	\$176.83	\$181.61	75.0%	\$50.00	\$136.21	\$60.00	4,000	\$60.00	\$40,000
12	Animal Control	Un-Sterilized - Delinquent (5)	\$353.67	\$363.22	75.0%	\$120.00	\$272.41	\$130.00	500	\$130.00	\$5,000
13	Animal Control	Un-Sterilized - 3 year License (5)	\$425.73	\$437.23	75.0%	\$135.00	\$327.92	\$145.00	250	\$145.00	\$2,500
14	Animal Control	Boarding Fee-Dangerous Animals (4)	\$86.45	\$88.79	75.0%	\$30.00	\$66.59	\$40.00	300	\$40.00	\$3,000
15	Animal Control	Boarding Fee per day-others (4)	\$42.57	\$43.72	75.0%	\$20.00	\$32.79	\$30.00	1,900	\$30.00	\$19,000
16	Animal Control	Adoption Fee									\$0
17	Animal Control	Dogs(under six years of age) (1)	\$91.23	\$93.70	75.0%	\$71.00	\$70.27	\$71.00	550	\$71.00	\$0
18	Animal Control	Dogs(six years or older) (1)	\$23.58	\$24.21	75.0%	\$18.00	\$18.16	\$18.00	100	\$18.00	\$0
19	Animal Control	Puppies(age-four months or less) (1)	\$136.85	\$140.54	75.0%	\$106.00	\$105.41	\$106.00	190	\$106.00	\$0
20	Animal Control	Cats(under six years of age) (1)	\$78.59	\$80.71	75.0%	\$61.00	\$60.54	\$61.00	450	\$61.00	\$0
21	Animal Control	Cats(six years or older) (1)	\$31.44	\$32.29	75.0%	\$24.00	\$24.21	\$24.00	50	\$24.00	\$0
22	Animal Control	Kittens(age-four months or less) (1)	\$62.87	\$64.57	75.0%	\$49.00	\$48.43	\$49.00	190	\$49.00	\$0
23	Animal Control	Animal Redemption - 1st offense	\$39.30	\$40.36	75.0%	\$30.00	\$30.27	\$30.00	350	\$30.00	\$0
24	Animal Control	2nd offense	\$47.16	\$48.43	100.0%	\$49.00	\$48.43	\$49.00	50	\$49.00	\$0
25	Animal Control	3rd offense	\$90.31	\$92.75	100.0%	\$94.00	\$92.75	\$94.00	20	\$94.00	\$0
26	Animal Control	after 3rd offense	\$141.47	\$145.29	100.0%	\$147.00	\$145.29	\$147.00	3	\$147.00	\$0
27	Animal Control	Euthanasia Fee (4)	\$168.11	\$172.65	100.0%	\$100.00	\$172.65	\$125.00	50	\$125.00	\$1,250
28	Animal Control	Ten Dog Kennel Inspection Fee (4)	\$144.09	\$147.98	100.0%	\$150.00	\$147.98	\$150.00	10	\$150.00	\$0
29	Animal Control	Over Ten Dog Kennel Inspection Fee(4)	\$168.11	\$172.65	100.0%	\$175.00	\$172.65	\$175.00	10	\$175.00	\$0
30	Animal Control	Owner Surrender (4)	\$42.57	\$43.72	100.0%	\$40.00	\$43.72	\$40.00	1,100	\$40.00	\$0
31	Animal Control	Owner Pick-up Fee (4)	\$42.57	\$43.72	100.0%	\$30.00	\$43.72	\$40.00	40	\$40.00	\$400
32	Animal Control	RABIES DECAP (4)	\$42.57	\$43.72	100.0%	\$40.00	\$43.72	\$40.00	20	\$40.00	\$0
33	Animal Control	TRANQ. AT-LARGE FEE (4)	\$42.57	\$43.72	100.0%	\$30.00	\$43.72	\$40.00	40	\$40.00	\$400
34	Animal Control	Rabies vaccination on redeemed dogs	\$19.21	\$19.73	100.0%	10.00	\$19.73	15.00	350	15.00	\$1,750
35	Animal Control	Bordatella Vaccination-redeemed dogs (4)	\$18.15	\$18.64	100.0%	6.00	\$18.64	7.00	490	15.00	\$4,410
36	Animal Control	Spay/neuter deposit-Owners redeeming pet				15.00		NEW	212	75.00	\$12,720
37	Pros Atty	Diversion - Initial Interview	\$65.61	\$67.39	50.0%	\$33.00	\$33.69	\$33.00	450	\$33.00	\$0
38	Pros Atty	Diversion - Service Fee									\$0
39	Pros Atty	Diversion - Misdemeanor Offender	\$857.28	\$880.42	50.0%	\$440.00	\$440.21	\$440.00	488	\$440.00	\$0
40	Pros Atty	Diversion - Felony Offender	\$1,543.10	\$1,584.76	50.0%	\$760.00	\$792.38	\$770.00	112	\$770.00	\$1,120
41	Pros Atty	Costs-eligible convictions - Guilty Plea (2)	\$135.63	\$139.29	75.0%	\$105.00	\$104.47	\$105.00	600	\$105.00	\$0
42	Pros Atty	Costs for eligible convictions - Trial (2)	\$2,170.33	\$2,228.93	10.0%	\$200.00	\$222.89	\$210.00	11	\$210.00	\$110
43	Jail	Day Rate (3)	\$50.22	\$51.58	100.0%	\$52.44	\$51.58	\$52.44	22,448		\$52.44
44	Sheriff	Accident/Incident Report *	\$4.70	\$4.83	100.0%	\$5.00	\$4.83	\$5.00	2,384		\$5.00
45	Sheriff	OWI arrest resulting in conviction (2) **	\$232.24	\$238.51	100.0%	Varies by arrest	Varies by arrest	Varies by arrest	329	Varies by arrest	\$0.00
46	Sheriff	Fingerprinting and/or Palm Printing (9)	\$14.73	\$15.13	100.0%	\$16.00	\$15.13	\$16.00	621		\$16.00
47	Sheriff	Public Notary Fee for gun permits (6)	\$9.24	\$9.49	100.0%	\$10.00	\$9.49	\$10.00	1,354		\$10.00
48	Sheriff	Costs for Command (2) per hour	\$59.71	\$61.32	100.0%	\$62.35	\$61.32	\$62.35			\$62.35
49	Sheriff	Costs for Deputy (2) per hour	\$51.85	\$53.25	100.0%	\$55.00	\$53.25	\$55.00			\$55.00
50	Sheriff	Pistol Entry database verification (7)	\$0.93	\$0.95	100.0%	\$1.00	\$0.95	\$1.00			\$1.00
51	Sheriff	Cert. of Reg for Precious Metal/Gem Dealer License (8)	\$50.00	\$51.35	100.0%	\$50.00	\$51.35	\$50.00	0	\$50.00	\$0
52	Sheriff	Road Bonds per Warrant	\$10.00	\$10.27	100.0%	\$10.00	\$10.27	ADDED	0	\$10.00	\$0
53	Sheriff	False Alarm Fee- third offense (2)	\$40.00	\$41.08	100.0%	\$40.00	\$41.08	ADDED	0	\$40.00	\$0
54	Sheriff	False Alarm Fee-fourth offense & subsequent/each yr (2)	\$100.00	\$102.70	100.0%	\$100.00	\$102.70	ADDED	0	\$100.00	\$0
<b>TOTALS</b>										\$91,660	



2013 County Fees Analysis Human Services Committee						FEES PROPOSED TO CHANGE ARE IN BOLD					
Location of Service	Fee Description	2012 Cost	2013 Cost	Target Percent	2012 Fee	2013 Calc. Fee	2013 Initial Prop. Fee	Units	Department/ Controller Recommend.	Additional Revenue	
7	Coop. Ext. Soil Box Analysis	\$14.82	\$15.22	100.0%	\$15.00	\$15.22	\$15.00	300	\$15.00	\$0	
8	Comm. Health GC Prob Tech (3)	\$19.49	\$20.01	100.0%	COST	\$20.01	COST	1,000	COST	\$0	
9	Comm. Health Conting Ed. Fee Diseased Control/Imm. (4)	\$14.07	\$14.45	100.0%	\$14.00	\$14.45	\$14.00	150	\$14.00	\$0	
10	Comm. Health INS Vaccination Verif Form I-693 (8)	\$35.18	\$36.13	100.0%	\$35.00	\$36.13	\$36.00	600	\$36.00	\$600	
11	Comm. Health Immuniz Record Copying Fee (4)	\$4.22	\$4.34	100.0%	\$4.00	\$4.34	\$4.00	750	\$4.00	\$0	
12	Comm. Health MIHP Tran. Bus/Van (5)	\$32.79	\$33.68	100.0%	\$31.29	\$33.68	\$33.68	400	\$33.68	\$956	
13	Comm. Health MIHP - Trans Taxi (5)	\$29.99	\$30.80	100.0%	\$28.62	\$30.80	\$30.80	70	\$30.80	\$153	
14	Comm. Health MIHP Trans. Volunteer (5)	\$0.32	\$0.33	100.0%	\$0.31	\$0.33	\$0.33	50	\$0.33	\$1	
15	Comm. Health Compreh Envir Investigation (5)	\$281.47	\$289.07	100.0%	\$265.00	\$289.07	\$275.00	11	\$275.00	\$110	
16	Comm. Health Assessment of Home (5)	\$119.62	\$122.85	100.0%	\$110.00	\$122.85	\$120.00	5	\$120.00	\$50	
17	Comm. Health Immigration Physical Exams (8)	\$186.07	\$191.10	100.0%	\$170.00	\$191.10	\$180.00	10	\$180.00	\$100	
18	Imm. Clinic Internat'l Travel Consult	\$57.96	\$59.52	100.0%	\$57.00	\$59.52	\$59.00	500	\$59.00	\$1,000	
19	Imm. Clinic Influenza - Mass Vacc. Clinic (9)	\$28.25	\$29.01	75.0%	market price	market price	market price	4,000	market price	\$0	
20	Med Examiner Cremation Permits	\$25.50	\$26.19	100.0%	\$26.00	\$26.19	\$26.00	950	\$26.00	\$0	
21	Med Examiner Autopsy Report Copies (family)	\$17.00	\$17.46	100.0%	\$17.00	\$17.46	\$17.00	50	\$17.00	\$0	
22	Med Examiner Autopsy Report Copies (others)	\$42.51	\$43.65	100.0%	\$44.00	\$43.65	\$44.00	25	\$44.00	\$0	
23	OYC Consultation Request (per hr.)	\$67.91	\$69.74	100.0%	\$67.00	\$69.74	\$69.00	10	\$69.00	\$20	
24	OYC Agency Training Request- Base, 1.5 hr.	\$203.74	\$209.24	100.0%	\$200.00	\$209.24	\$205.00	9	\$205.00	\$45	
25	OYC Agency Training Request- Base, 2.5 hr.	\$339.56	\$348.72	100.0%	\$330.00	\$348.72	\$340.00	11	\$340.00	\$110	
26	OYC Agency Training Request- Base, 3.0 hr.	\$412.96	\$424.11	100.0%	\$400.00	\$424.11	\$420.00	10	\$420.00	\$200	
27	OYC Agency Training Request- Base, 5.0 hr.	\$688.25	\$706.84	100.0%	\$650.00	\$706.84	\$675.00	8	\$675.00	\$200	
28	OYC Agency Train. Request- Base, 1.5 hr, each add.	\$13.58	\$13.95	100.0%	\$14.00	\$13.95	\$14.00	0	\$14.00	\$0	
29	OYC Agency Train. Request- Base, 2.5 hr, each add.	\$20.37	\$20.92	100.0%	\$20.00	\$20.92	\$20.00	0	\$20.00	\$0	
30	OYC OYC-Advertised Train.- 1-2 hr./per person (min. 15 attending)	\$27.16	\$27.90	100.0%	\$22.00	\$27.90	\$25.00	100	\$25.00	\$300	
31	OYC OYC-Advertised Train.- 2.5-4.5 hr./per person (min. 15 attending)	\$33.95	\$34.87	100.0%	\$28.00	\$34.87	\$30.00	700	\$30.00	\$1,400	
32	OYC OYC-Advertised Train.- 5-7 hrs./per person (min. 15 attending).	\$67.91	\$69.74	100.0%	\$60.00	\$69.74	\$65.00	120	\$65.00	\$600	
33	OYC OYC - Advanced Training - 10 hrs./per person	\$103.17	\$105.95	100.0%	\$100.00	\$105.95	\$105.00	60	\$105.00	\$300	
34	OYC OYC - Administrator Training - 16 hrs./per person	\$188.51	\$193.60	100.0%	\$130.00	\$193.60	\$150.00	8	\$133.00	\$24	
35	Env. Health <b>FIXED FOOD SERVICE ESTAB-PROFIT</b>										
36	Env. Health FSE Initial License incl.2 hrs Plan Rev	\$2,624.12	\$2,694.97	50.0%	\$1,300.00	\$1,347.49	\$1,340.00	46	\$1,300.00	\$0	
37	Env. Health FSE Restricted License Renewal (w/o PR)	\$1,303.91	\$1,339.12	50.0%	\$650.00	\$669.56	\$660.00	0	\$650.00	\$0	
38	Env. Health FSE Initial License (Mobile)	\$923.60	\$948.54	50.0%	\$460.00	\$474.27	\$470.00	1	\$460.00	\$0	
39	Env. Health <b>MOBILE UNIT RENEWAL LICENSE (4 hours)</b>	\$450.94	\$463.11	50.0%	N/A	\$231.56	NEW	3	\$230.00	\$690	
40	Env. Health FSE Renewal Lic -At least \$750,000 (1)	\$2,173.18	\$2,231.86	50.0%	\$1,050.00	\$1,115.93	\$1,100.00	257	\$1,050.00	\$0	
41	Env. Health FSE Renewal Lic-At least \$500,000,less than \$750,000 (1)	\$1,779.29	\$1,827.34	50.0%	\$880.00	\$913.67	\$900.00	79	\$880.00	\$0	
42	Env. Health FSE Renewal Lic-At least \$250,000,less than \$500,000 (1)	\$1,371.82	\$1,408.86	50.0%	\$685.00	\$704.43	\$700.00	141	\$685.00	\$0	
43	Env. Health FSE Renewal Lic-Less than \$250,000 (1)	\$977.93	\$1,004.34	50.0%	\$480.00	\$502.17	\$500.00	214	\$480.00	\$0	
44	Env. Health FSE Non-profit License Renewal	\$977.93	\$1,004.34	25.0%	\$240.00	\$251.08	\$250.00	67	\$240.00	\$0	
45	Env. Health Fixed Food Svc Estab Nonprofit - INITIAL License incl. 2 hr plan rev	\$2,701.86	\$2,774.81	25.0%	\$650.00	\$693.70	\$675.00	4	\$650.00	\$0	
46	Env. Health Reinstatermt of Susp FSE	\$583.64	\$599.40	100.0%	\$580.00	\$599.40	\$595.00	0	\$580.00	\$0	
47	Env. Health Surchrg-Fail submit plans/chg own	\$575.89	\$591.44	100.0%	\$575.00	\$591.44	\$590.00	0	\$575.00	\$0	
48	Env. Health Critical Follow-up Inspection fee	\$137.18	\$140.89	100.0%	\$135.00	\$140.89	\$140.00	102	\$135.00	\$0	
49	Env. Health Special food svc estab surchrg 2nd step of formal hearing (10)	\$502.71	\$516.28	100.0%	\$500.00	\$516.28	\$510.00	1	\$500.00	\$0	
50	Env. Health Special food svc estab surchrg 3rd step of formal hearing (10)	\$1,005.42	\$1,032.57	100.0%	\$1,000.00	\$1,032.57	\$1,030.00	0	\$1,000.00	\$0	
51	Env. Health Seasonal Renewal License, FSE									\$0	
52	Env. Health FSE Seasonal Renewal -Gross sales exc. \$750,000	\$1,303.91	\$1,339.12	50.0%	\$650.00	\$669.56	\$660.00	0	\$650.00	\$0	
53	Env. Health FSE Seasnl renewal- at least \$500,000,less \$750,000	\$1,067.58	\$1,096.40	50.0%	\$530.00	\$548.20	\$540.00	0	\$530.00	\$0	
54	Env. Health FSE Seasnl Renewal -at least \$250,000,less \$500,000	\$823.09	\$845.32	50.0%	\$410.00	\$422.66	\$420.00	0	\$410.00	\$0	
55	Env. Health FSE Seasonal renewal -less than \$250,000	\$586.76	\$602.60	50.0%	\$290.00	\$301.30	\$300.00	5	\$290.00	\$0	
56	Env. Health FSE - DOE Schools Program - Production Kitchen	\$1,049.52	\$1,077.86	50.0%	\$520.00	\$538.93	\$530.00	55	\$520.00	\$0	
57	Env. Health FSE - DOE Schools Program - Satellite Kitchen	\$662.32	\$680.20	50.0%	\$330.00	\$340.10	\$340.00	40	\$330.00	\$0	
58	Env. Health Change of Ownership of FSE	\$776.91	\$797.89	50.0%	\$385.00	\$398.94	\$395.00	39	\$385.00	\$0	
59	Env. Health Init'l Lic Fee Exmpt(plan rew only) Govt	\$450.94	\$463.11	50.0%	\$220.00	\$231.56	\$230.00	0	\$220.00	\$0	
60	Env. Health FSE - Indigent	\$450.94	\$463.12	0.0%	\$0.00	\$0.00	\$0.00	3	\$0.00	\$0	
61	Env. Health late renewal - additional	\$130.98	\$134.52	100.0%	\$130.00	\$134.52	\$130.00	78	\$130.00	\$0	
62	Env. Health <b>FOOD VARIANCE REQUEST FEE (BASED ON BEH HOURLY RATE, ESTIMATED TIME TO DELIVER SERVICE - ONE HOUR **</b>	\$112.73	\$115.78	100.0%	N/A	\$115.78	NEW	10	\$115.00	\$1,150.00	

	Location of Service	Fee Description	2012 Cost	2013 Cost	Target Percent	2012 Fee	2013 Calc. Fee	2013 Initial Prop. Fee	Units	Department/ Controller Recommend.	Additional Revenue
63	Env. Health	STFU (Special Transitory Food Unit)									
64	Env. Health	Initial STFU license Incl. Plan Review *	\$706.28	\$725.35	50.0%	\$321.00	\$362.68	\$350.00	12	\$321.00	\$0
65	Env. Health	STFU late inspection request (10)	\$158.75	\$163.04	100.0%	\$150.00	\$163.04	\$160.00	2	\$150.00	\$0
66	Env. Health	TEMPORARY LICENSE									
67	Env. Health	Temp. Food Svc Establmnt- Fee-Exempt	\$0.00	\$0.00	50.0%	\$0.00	\$0.00	\$0.00	0	\$0.00	\$0
68	Env. Health	Temp FSE - Non-Profit (2)	\$454.47	\$466.74	25.0%	\$110.00	\$116.68	\$115.00	31	\$110.00	\$0
69	Env. Health	Temp Nonprf FSE-Ops Beg Bef Licg (double)	\$904.73	\$929.16	25.0%	\$220.00	\$232.29	\$230.00	0	\$220.00	\$0
70	Env. Health	Temp FSE - Preparation Type - For Profit	\$454.47	\$466.74	50.0%	\$225.00	\$233.37	\$230.00	54	\$225.00	\$0
71	Env. Health	Temp FSE-Ops Began Before Licg (double)	\$904.73	\$929.16	50.0%	\$450.00	\$464.58	\$460.00	0	\$450.00	\$0
72	Env. Health	Temp FSE-each add'l lic.after 2 at 1 loc	\$146.69	\$150.65	50.0%	\$73.00	\$75.33	\$75.00	4	\$73.00	\$0
73	Env. Health	Temp Event Inspection Request - Late Fee	\$450.58	\$462.75	100.0%	\$430.00	\$462.75	\$460.00	0	\$430.00	\$0
74	Env. Health	VENDING									
75	Env. Health	Vending:1-3 Licensable Mach. in Same Loc.	\$164.02	\$168.45	50.0%	\$80.00	\$84.23	\$80.00	70	\$80.00	\$0
76	Env. Health	Vending: 4-6 Licensable Mach. in Same Loc.	\$218.35	\$224.25	50.0%	\$105.00	\$112.12	\$110.00	6	\$105.00	\$0
77	Env. Health	Vending: 7-10 Licensable Mach. in Same Loc.	\$287.92	\$295.70	50.0%	\$140.00	\$147.85	\$145.00	0	\$140.00	\$0
78	Env. Health	Vending: Larger Loc (Add'l Machine > 10)	\$14.43	\$14.82	50.0%	\$7.00	\$7.41	\$7.00	0	\$7.00	\$0
79	Env. Health	Surcharge-Failure to apply for vending license-Fee (13)	\$190.16	\$195.30	100.0%	\$190.00	\$195.30	\$195.00	0	\$190.00	\$0
80	Env. Health	POOL									
81	Env. Health	Public Pool Inspection	\$225.47	\$231.56	100.0%	\$220.00	\$231.56	\$230.00	128	\$230.00	\$1,280
82	Env. Health	Each add'l pool at same location	\$112.73	\$115.78	100.0%	\$110.00	\$115.78	\$115.00	47	\$115.00	\$235
83	Env. Health	Pool Reinspection (after violation)	\$112.73	\$115.78	100.0%	\$110.00	\$115.78	\$115.00	7	\$115.00	\$35
84	Env. Health	LATE POOL PAYMENT FEE - WHEN NO PAYMENT RECEIVED AFTER 30 DAYS INVOICED. (12) -est. time - 1 hour	N/A	\$115.78	100.0%	N/A	\$115.78	NEW	10	\$115.00	\$1,150
85	Env. Health	DHS LICENSING									
86	Env. Health	DHS Licensing Inspection - municipal	\$209.57	\$215.23	100.0%	\$205.00	\$215.23	\$215.00	56	\$215.00	\$560
87	Env. Health	DHS Licensing Inspection - well & septic	\$345.80	\$355.13	100.0%	\$345.00	\$355.13	\$355.00	25	\$355.00	\$250
88	Env. Health	DHS Licensing - well & septic only	\$136.22	\$139.90	100.0%	\$135.00	\$139.90	\$135.00	0	\$135.00	\$0
89	Env. Health	DHS Licensing re-inspection fee hourly rate **	\$115.84	\$118.97	100.0%	\$110.00	\$118.97	\$115.00	0	\$115.00	\$0
90	Env. Health	DHS Initial Licensing Plan Review	\$398.19	\$408.94	100.0%	\$395.00	\$408.94	\$405.00	0	\$405.00	\$0
91	Env. Health	BODY ART (TATTOO)									
92	Env. Health	Body Art Business Initial License (10)	\$1,688.58	\$1,734.18	50.0%	\$550.00	\$867.09	\$575.00	3	\$575.00	\$75
93	Env. Health	Body Art License Renewal (6)	\$901.87	\$926.22	50.0%	\$175.00	\$463.11	\$200.00	13	\$200.00	\$325
94	Env. Health	Body Art Lic-late renewal-additional	\$271.65	\$278.98	50.0%	\$125.00	\$139.49	\$135.00	0	\$135.00	\$0
95	Env. Health	Body Art w/o initial license/reinstatement of revoked (10)	\$1,131.10	\$1,161.64	50.0%	\$550.00	\$580.82	\$575.00	0	\$575.00	\$0
96	Env. Health	Body Art non-compliant with inspection - hourly rate (10) **	\$226.22	\$232.33	50.0%	\$110.00	\$116.16	\$115.00	0	\$115.00	\$0
97	Env. Health	Reinstmt of Susp Body Art License (fine)	\$211.55	\$217.27	100.0%	\$210.00	\$217.27	\$215.00	0	\$215.00	\$0
98	Env. Health	Body Art Initial License after July 1	\$288.16	\$295.94	100.0%	\$275.00	\$295.94	\$295.00	0	\$295.00	\$0
99	Env. Health	Body Art Temp License (1-14 days)	\$104.79	\$107.62	100.0%	\$100.00	\$107.62	\$105.00	0	\$105.00	\$0
100	Env. Health	PLAN REVIEW FEE FOR BODY ART (BEH HOURLY RATE, MINIMUM TIME TO DELIVER SERVICE = TWO HOURS) **	\$112.73	\$115.78	100.0%	n/a	\$115.78	NEW	0	\$115.00	\$0
101	Env. Health	DEMAND PROGRAM (per hour)									
102	Env. Health	Sewage Inspection (Only)	\$806.86	\$828.65	100.0%	\$770.00	\$828.65	\$800.00	5	\$800.00	\$150
103	Env. Health	Well (Only) Inspection -private	\$577.25	\$592.84	100.0%	\$575.00	\$592.84	\$590.00	5	\$590.00	\$75
104	Env. Health	Combined Well & Septic Inspection (14)	\$1,125.00	\$1,155.38	100.0%	\$1,125.00	\$1,155.38	\$1,130.00	25	\$1,130.00	\$125
105	Env. Health	Vacant Land Evaluation	\$555.90	\$570.91	100.0%	\$555.00	\$570.91	\$570.00	25	\$570.00	\$375
106	Env. Health	On-Site Sewage repair/replace	\$806.86	\$828.65	100.0%	\$770.00	\$828.65	\$800.00	85	\$800.00	\$2,550
107	Env. Health	Well Repair ***	\$338.20	\$347.33	100.0%	\$200.00	\$347.33	\$205.00	100	\$345.00	\$14,500
108	Env. Health	Altern On-site Sewage Syst Plan Revw (4)	\$422.20	\$433.60	100.0%	\$420.00	\$433.60	\$430.00	50	\$430.00	\$500
109	Env. Health	Subdivision Evaluation of Preliminary Plat	\$356.28	\$365.90	100.0%	\$340.00	\$365.90	\$360.00	1	\$360.00	\$20
110	Env. Health	Munic Requ Eval. of Well/Septic-(hourly rate - min. 2 hours for service) **	\$112.73	\$115.78	100.0%	\$110.00	\$115.78	\$115.00	22	\$115.00	\$110
111	Env. Health	Septic or Well ownershp trsfr,not installed at time of transfer (10)	\$188.52	\$193.61	100.0%	\$185.00	\$193.61	\$190.00	5	\$190.00	\$25
112	Env. Health	Septic tank repair or replacement inspection fee (10) ***	\$289.06	\$296.86	100.0%	\$285.00	\$296.86	\$295.00	10	\$345.00	\$600
113	Env. Health	Irrigation Well/Non-potable well - commercial	N/A	\$345.00	100.0%	N/A	\$345.00	NEW	9	\$345.00	\$3,105.00
114	Env. Health	Combined Well & Septic Repair	N/A	\$1,060.20	100.0%	n/a	\$1,060.20	NEW	8	\$915.00	\$7,320.00
115	Env. Health	Septic Installers Certification (2 hr chrg) **	\$0.00			n/a		NEW	30	\$115.00	\$3,450.00
116	Env. Health	BATHING BEACHES									
117	Env. Health	Bathing Area Operational Permit	\$225.47	\$231.56	100.0%	\$225.00	\$231.56	\$230.00	0	\$230.00	\$0
118	Env. Health	Reinstmt of bathing area permit	\$112.73	\$115.78	100.0%	\$110.00	\$115.78	\$115.00	0	\$115.00	\$0
119	Env. Health	Sanitary Surv for Prop. Bathg Beach	\$450.94	\$463.11	100.0%	\$450.00	\$463.11	\$460.00	0	\$460.00	\$0

	Location of Service	Fee Description	2012 Cost	2013 Cost	Target Percent	2012 Fee	2013 Calc. Fee	2013 Initial Prop. Fee	Units	Department/ Controller Recommend.	Additional Revenue
120	Env. Health	<b>CAMPGROUNDS</b>									
121	Env. Health	Campground Inspection 0-99 Sites	\$152.84	\$156.97	100.0%	\$150.00	\$156.97	\$155.00	3	\$155.00	\$15
122	Env. Health	Campground Inspection 100-199 Sites	\$229.26	\$235.45	100.0%	\$225.00	\$235.45	\$235.00	3	\$235.00	\$30
123	Env. Health	Campground Inspection 200+ Sites	\$305.69	\$313.94	100.0%	\$300.00	\$313.94	\$310.00	3	\$310.00	\$30
124	Env. Health	Campground 0-99 sites -after July 1 fine for late inspection -150% (13)	\$228.44	\$234.60	100.0%	\$225.00	\$234.60	\$232.00	0	\$232.00	\$0
125	Env. Health	Campground 100-199 Sites after July 1 fine for late inspection 150% (13)	\$343.70	\$352.98	100.0%	\$340.00	\$352.98	\$352.00	0	\$352.00	\$0
126	Env. Health	Campground 200+ Sites after July 1 fine for late inspection 150% (13)	\$457.92	\$470.28	100.0%	\$450.00	\$470.28	\$465.00	0	\$465.00	\$0
127	Env. Health	Campground 0-99 Sites after Sept 1 fine for late inspection 200% (13)	\$304.93	\$313.16	100.0%	\$300.00	\$313.16	\$310.00	0	\$310.00	\$0
128	Env. Health	Campground 100-199 Sites after Sept 1 fine for late inspection 200% (13)	\$457.92	\$470.28	100.0%	\$450.00	\$470.28	\$470.00	0	\$470.00	\$0
129	Env. Health	Campground 200+ Sites fine for late inspection after Sept 1 -200% (13)	\$610.91	\$627.40	100.0%	\$600.00	\$627.40	\$620.00	0	\$620.00	\$0
130	Env. Health	<b>MISC EH PROGRAMS</b>									
131	Env. Health	Collection of water samples for Type II Non-Community Water Sampling per hr (10) **	\$114.25	\$117.33	100.0%	\$110.00	\$117.33	\$115.00	0	\$115.00	\$0
132	Env. Health	Type II Non Community - Sanitary Survey	\$447.46	\$459.54	100.0%	\$440.00	\$459.54	\$450.00	20	\$450.00	\$200
133	Env. Health	Board of Health appeal fee (10)	\$127.37	\$130.81	100.0%	\$125.00	\$130.81	\$130.00	2	\$130.00	\$10
134	Env. Health	<b>POINT OF SALE PROGRAM</b>									
135	Env. Health	Point of Sale- appl processing fee (7)	\$198.33	\$203.69	100.0%	\$195.00	\$203.69	\$200.00	400	\$200.00	\$2,000
136	Env. Health	Point of Sale- on site evaluation well & waste treatment system by ICHD(7)	\$396.66	\$407.37	100.0%	\$395.00	\$407.37	\$405.00	15	\$405.00	\$150
137	Env. Health	Waste Treatment Inspection by ICHD (excludes pumping fees)	\$231.39	\$237.63	100.0%	\$230.00	\$237.63	\$235.00	1	\$235.00	\$5
138	Env. Health	Well Inspection by ICHD (includes water samples for bacteria and partial chemicals) (7)	\$165.28	\$169.74	100.0%	\$165.00	\$169.74	\$165.00	2	\$165.00	\$0
139	Env. Health	Point of Sale- Extension Evaluations -hourly rate - 2 hours minimum for svc (7) **	\$112.73	\$115.78	100.0%	\$110.00	\$115.78	\$115.00	24	\$115.00	\$120
140	Env. Health	Point of Sale- Annl Inspector renwl fee (7)	\$132.22	\$135.79	100.0%	\$130.00	\$135.79	\$135.00	14	\$135.00	\$70
141	Env. Health	<b>TOBACCO PROGRAM</b>									
142	Env. Health	License- Tobacco Sales- 1yr.- Retailer-East Lansing (11)	\$272.45	\$279.80	100.0%	\$260.00	\$279.80	\$275.00	30	\$275.00	\$450
143	Env. Health	License- Tobacco Sales- 1yr.- Retailer- Non-East Lansing (11)	\$314.19	\$322.68	100.0%	\$300.00	\$322.68	\$320.00	232	\$320.00	\$4,640
144	Env. Health	License- Tobacco Sales- 1yr.- Vend. Mach. (11)	\$314.19	\$322.68	100.0%	\$310.00	\$322.68	\$320.00	1	\$320.00	\$10
145	Env. Health	Tobacco -Temporary Sampling Permit Fee (11)	\$125.68	\$129.07	100.0%	\$125.00	\$129.07	\$125.00	0	\$125.00	\$0
146	Env. Health	Tobacco -Temporary Sampling Permit Fee - Late Notice Fee (Less than 30 days before event)	\$130.98	\$134.52	150.0%	\$185.00	\$201.78	\$200.00	0	\$200.00	\$0
147	Env. Health	License- Tobacco Sales- 1yr.- Retailer-East Lansing - Late Fee (11)	\$390.00	\$400.53	150.0%	\$390.00	\$600.80	\$420.00	0	\$420.00	\$0
148	Env. Health	License- Tobacco Sales- 1yr.- Retailer- Non-East Lansing - Late Fee (11)	\$470.00	\$482.69	150.0%	\$470.00	\$724.04	\$500.00	0	\$500.00	\$0
149	Env. Health	Tobacco Change of Ownership Fee - Non - East Lansing (11)	\$145.00	\$148.92	100.0%	\$145.00	\$148.92	\$145.00	0	\$145.00	\$0
150	Env. Health	Tobacco Chge of Ownership Fee-E.Lansing (11)	\$125.00	\$128.38	100.0%	\$125.00	\$128.38	\$125.00	0	\$125.00	\$0
151	Env. Health	Tobacco Failure to change ownership	\$180.00	\$184.86	100.0%	\$180.00	\$184.86	\$180.00	0	\$180.00	\$0
152	Env. Health	<b>POLLUTION PREVENTION PROGRAM (15)</b>									
153	Env. Health	Cat 1: 0-500 Gal report fee	\$137.54	\$141.25	50.0%	\$62.50	\$70.62	\$70.00	235	\$62.50	\$0
154	Env. Health	Cat 2: 501-5000 Gal report fee	\$275.07	\$282.50	50.0%	\$125.00	\$141.25	\$140.00	185	\$125.00	\$0
155	Env. Health	Cat 3: 5001 Gal report fee	\$412.60	\$423.74	50.0%	\$187.50	\$211.87	\$210.00	95	\$187.50	\$0
156	Env. Health	Cat 1: 0-500 Gal Inspection fee	\$275.07	\$282.50	50.0%	\$125.00	\$141.25	\$140.00	235	\$125.00	\$0
157	Env. Health	Cat 2: 501-5000 Gal Inspection fee	\$440.11	\$451.99	50.0%	\$200.00	\$225.99	\$224.00	185	\$200.00	\$0
158	Env. Health	Cat 3: 5001 plus Gal Inspection fee	\$660.16	\$677.99	50.0%	\$300.00	\$338.99	\$336.00	95	\$300.00	\$0
159	Env. Health	Hourly Rate Over Standard Service **	\$112.73	\$115.78	100.0%	\$105.00	\$115.78	\$115.00	0	\$115.00	\$0
160	Env. Health	P2 On-Site Consultation (per hour)**	\$112.73	\$115.78	100.0%	\$105.00	\$115.78	\$115.00	0	\$115.00	\$0
161	Env. Health	P2 Plan Review - hourly rate - 2 hour min. **	\$112.73	\$115.78	100.0%	\$105.00	\$115.78	\$115.00	0	\$115.00	\$0
162	Vet. Affairs	County User Fee	\$24.34	\$25.00	100.0%	\$24.34	\$25.00	\$25.00	786	\$25.00	\$519

53,072



## INGHAM COUNTY PARKS DEPARTMENT

121 E. Maple Street, P.O. Box 178, Mason, MI 48854  
(517) 676-2233 Fax (517) 244-7190

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### MEMO

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**DATE:** March 28, 2012

**TO:** Beth Hamilton

**FROM:** Karen Fraser

**RE:** Fee Recommendations

Following are a few notes on why we opted to change some fees and not others.

1. Return Check/Cancellation fees – these are rarely collected so the outcome of an increase would be very minimal.
2. Memorial Bench and Tree – we recommended a higher fee than the proposed fee. The fee we have recommended is reasonable in comparison to other park systems.
3. Parking – we do not recommend a fee change as there were changes in the past two years.
4. Shelters – we do not recommend a fee change as the increase this year is significant.
5. Canoe/Kayak – in park – We agree with your proposed fee and recommend this as a per hour fee, with elimination of 2<sup>nd</sup> hour, 3<sup>rd</sup> hour and max per day fees.
6. Abandonment/Recovery – we agree there should be no change.
7. Canoe Trips – we agree with your recommendation.
8. Pedal Boat – we are asking to maintain the current fees as opposed to the recommended fee. It is our opinion that our market will not bear the increased fee.
9. Row Boats – we request that this fee be increased significantly. Our proposed fee is competitive with other park venues. We are requesting to eliminate the second hour fee and the maximum fee.
10. Moonlight Ski – our recommendation is to leave these fees as is. Fees were raised significantly for 2012. We would also like to have these fees be a “SEASON” fee as opposed to being based on a calendar year. Example: 2012/2013 season is Nov, Dec 2012, Jan, Feb, and March 2013. This is helpful in terms of brochure printing and not changing fees in mid season.
11. Cross Country Ski – We do not recommend a fee change. We are asking to eliminate 2<sup>nd</sup>, 3<sup>rd</sup> and maximum fees and have only first hour fees and a charge for hours thereafter. This fee would also be recommended as a “SEASON” fee.
12. Skis, Boots and Poles – we are requesting that the fees for children be the same as for adults. These fees are also recommended as a “SEASON” fee.
13. Day Camp – We agree this fee should not be raised.

14. Soccer – These fees need a recommendation by the Soccer Advisory Board. This item was not on the January and February Soccer Advisory Board meeting agenda's. We may need to bring these fees forward to the BOC at a later time.
15. Pickets and Bricks – These donations are collected by the Friends of Ingham County Parks. They are not County fees and could be removed from the list.
16. Disc Golf – given that this was a new activity in 2011 we do not recommend a fee change.
17. Dog Park – given that this was a new activity in 2011 we do not recommend a fee change.
18. Band Shell Rental – These are not County fees and could be removed from the list. These fees are collected by the Friends of Ingham County Parks.
19. Special Event Fees – no change is recommended that this is a new fee in 2012.
20. Burchfield Snow Tube – we agree that no change should occur.
21. Hawk Island – Boarding/Tubing Hill – see resolution passed by Parks Commission. These fees are to be "SEASON" fees as well.
22. Passports – these fees are set by the State Department. We cannot change them.
23. Game Rental – The fees we are recommending are competitive for these types of rentals.
24. Rental House – Is it possible to set a price range for this? We would recommend \$700-\$930 per month, based on what the market will bear. We are collecting \$930 from the current long term tenant, but it is unlikely we could ask that fee if we were to advertise the house for rent.



<b>Potter Park and Potter Park Zoo Fee Schedule</b>			
	<b>Current Fee</b>	<b>Recommended Fee</b>	<b>Recommended Fee</b>
<b>PARKING FEES</b>	<b>March-October</b>	<b>April - October</b>	<b>November-March collected on admission</b>
Resident	\$3	Same	\$1
Non-Resident	\$5	Same	\$1
Resident Annual	\$20	Same	Same
Non-Resident Annual	\$40	Same	Same
School Bus	Free	Same	Same
<b>ADMISSION FEES</b>	<b>March-October</b>	<b>April - October</b>	<b>November-March</b>
Resident Adult	\$1	\$1	\$2
Non-Resident Adult	\$1.00	\$1.00	\$2
Resident Senior	\$0	\$0	\$2
Non-Resident Senior	\$0	\$0	\$2
Children	\$2 (Age 3-12)	\$2 (Age 3-12)	\$1 (Age 3-12)
Children under 3	Free	Free	Free
Resident - Mondays	\$1.00	\$1.00	\$1
All schools in the Ingham County School District, CCHD, non-profit Ingham County Schools on classroom field trips and non-profit pre-schools	Free	Free	Free
<b>Non Education Group Rates - 20 or more individuals - group payment required</b>			
Resident Adults			n/a
Resident Seniors	\$0	\$0	n/a
Children	2 (Age 3-12)	2 (Age 3-12)	n/a
Non-Resident Adults	\$1	\$1	n/a
Non-Resident Seniors	\$0	\$0	n/a
	\$5	\$5	n/a
<b>Self-Guided School Field Trip - pre-pay three weeks in advance</b>			
Resident Adults			n/a
Resident Seniors	\$0	\$0	n/a
Children (ages 3-12)	\$2	\$2	n/a
Non-Resident Adults	\$1	\$1	n/a
Non-Resident Seniors	\$0	\$0	n/a
	\$5	\$5	n/a
<b>November - February Admissions Parking</b>	Free	Eliminate	Eliminate
<b>Evening After Hours - Thousands of Light fees are donated by and collected by the Potter Park Zoological Society.</b>			<b>Zoological Society</b>

INGHAM COUNTY FRIEND OF THE COURT  
FAMILY DIVISION  
THIRTIETH JUDICIAL CIRCUIT  
303 Kalamazoo Street, P.O. Box 40097  
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SHAUNA DUNNINGS  
Deputy Court Administrator

Family Division/FOC

HARRY MOXLEY  
Assistant FOC/Operations

ROBERT HOTCHKISS  
Assistant FOC/Legal



ATTORNEYS/REFEREES

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# Memorandum

Date: 3/21/12

To: Beth Hamilton

cc: David Easterday

From: Shauna Dunnings

RE: FOC bench warrant fee recommendation 2013

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The Friend of the Court objects to the Controller's recommendation to increase the bench warrant fee in 2013.

An increase to \$275, is almost a 53% increase since 2007, with the most recent increase occurring in 2011. We only charged \$35 per bench warrant as recently as 2002. I submitted a question on the Friend of the Court list serve to see what other counties were charging in 2011, and two counties responded. One county does not charge a bench warrant fee and the other county only charges \$50.

Additionally, we recommend reducing the units from 1200 to 1000 which is consistent with our recommendation last year. This recommendation is based upon the elimination of FOC positions in 2011 and 2012 which affect our ability to collect support and fees.

The bench warrant fee is typically assessed on cases where the non-custodial party has not been paying child support, and a bench warrant is issued for his/her arrest. Given the current high unemployment rate and bleak economic outlook, we are concerned that an increase in the current fee would be counterproductive in that it may hinder our ability to collect child support obligations.

The general fund retains only 2/3 of bench warrant fees collected (50% of fee collections are transferred to the Sheriff, and only 1/3 of the remaining 50% are retained by the FOC 215 fund). It is our belief that the increase in revenue would not be worth the negative impact upon families from whom the fee would be "netted".

# Memorandum

**To:** Beth McLaughlin, Administrative Analyst  
**From:** Jamie McAloon Lampman, Director Animal Control  
**Date:** 4/26/2012  
**Re:** Fee Increase Explanations

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***Bordetella Vaccination Charge*** In 2005 ICAC began to vaccinate all dogs entering the shelter with a vaccine to protect the animals from Bordetella (kennel cough) which is often rampant in kennels and shelters and can often result in pneumonia if a dog is not vaccinated. Local veterinarians charge approximately \$25-\$40 for this same vaccination. In 2010, I proposed charging a fee for the Bordetella vaccination given to shelter dogs. That initial fee should now be increased based on the fact it is actually more costly than the Rabies vaccine. The cost for ICAC to purchase and administer the vaccine averages \$18.15 per dog and often requires two staff personnel to inject as it is a nasal vaccination. Based on the cost, I am proposing increasing the fee to \$15.00.

## ***Spay/Neuter Deposits from Owners redeeming their pets***

ICAC is proposing a fee increase for spay/neuter deposits that are collected from the public when they retrieve their unaltered pet from Ingham County Animal Control. The current deposit fees have not been raised in over 10 years. The current deposit does NOT create any incentive for citizens to follow through with the spay/neuter service it is intended to encourage.

Proposed deposits increase:

**Unaltered animals redeemed at ICAC--** Redemption spay/neuter deposit is currently \$15

Proposed increase-- \$75.

In 2011 there were 425 pets redeemed by owners from ICAC. Approximately 80% of those pets were not spayed or neutered and of those animals redeemed **not one single pet owner spayed or neutered their pets or at least did not apply for the refund.** A \$15 deposit is currently collected from dog and cat owners who retrieve their lost or impounded pet from ICAC. The owners are not required to have the surgery done however they are required to in order to redeem their deposit. At the \$15 rate there is NO incentive to spay/neuter. At \$75 there is a tremendous incentive to spay/neuter.

A higher deposit will serve as a greater incentive for pet owners to spay/neuter their pet.

In 2009 there were 465 pet owners who forfeited their \$15 deposits. (\$7000).

In 2010 that number went up to 608 pet owners who forfeited their deposits (\$9124.) rather than spay/neuter their pets. There will always be those pet owners who refuse to alter their pets and those deposits will continue to be forfeited back into the shelter spay/neuter account however more incentive needs to be in place to encourage spay/neuter which prevents the nuisance problems unaltered animals create in a community thus draining manpower, resources and equipment.

Unfortunately, pet owners are not spaying/neutering the animals and simply forfeit their deposit because the deposit is not incentive enough when compared to the actual cost of the service. This is why an increase in deposits will better serve the incentive process. Although non-refunded deposits are good for the county's coffers in the short term—it hurts in the long term. We need citizens to spay/neuter to reduce the neighborhood problems. Otherwise the animals will contribute to the very problem we are combating. In the long run it will be far more costly to the county if we allow those animals to go unaltered.

*If the fee were raised to \$75 it is likely that at a minimum we would achieve 50% compliance of those 608, or 304, dogs and cats redeemed which is a success in itself and much better than what we currently achieve. Based on this 50%, we estimate \$11,400 in forfeited deposits of those who are non-compliant and did not spay/neuter their pets*

*Solution for the pet owners who cannot afford the \$75 deposit—ICAC will spay/neuter the pet for the \$75 deposit, thus lowering their original delinquent license fee from the \$130 fee to only \$40 (a savings on the license of \$90 reduces total cost to \$115 )-that alone saves them \$15 plus their pet is vaccinated, licensed and spayed/neutered.*

## CHANGES TO BUREAU OF ENVIRONMENTAL HEALTH FEES: FY 2012-13

### **FOOD:**

1) **NO CHANGE FOR 2013 FOOD FEES:** Based on cost recovery and revenue collected FY 2012, BEH collected an estimated 56% of fees from food operations vs the recommended BOC target fee of 50%. Therefore, BEH is recommending no increase in the food fees for 2013.

### **NEW:**

2) **MOBILE UNIT RENEWAL LICENSE:** \$230.

Ingham County currently has no mobile unit fees, but is anticipating the addition of three units due to demand. Fee based on cost to deliver service. Cost to deliver the service based on BEH hourly rated, estimated time to deliver service. (2 hours @ \$115 per hour)

### **NEW:**

3) **FOOD VARIANCE FEE:** \$115/hourly rate.

Ingham County currently has no fee for a Food Variance request from a restaurant. Restaurants may want to make a change in the way things are handled in the kitchen or design; and a special meeting will be required to meet with plan review person and restaurant. Cost to deliver the service based on BEH hourly rated, estimated time to deliver service. (1 hours @ \$115 per hour)

### **POOL:**

### **NEW:**

**POOL INSPECTION LATE FEE:** \$115.

Ingham County currently has no late fee for pools. After an inspection is completed, an invoice is sent to the appropriate billing facility. We sometimes send out two, three or more requests for payment with no recourse. This fee is 50% of the initial inspection fee of \$230.

### **BODY ART**

### **NEW:**

**Body Art Plan Review Fee:** \$ 230.

Ingham County currently has no fee for Body Art Plan Review of a new facility. Cost to deliver the service based on BEH hourly rated, estimated time to deliver service. (2 hours @ \$115 per hour)

### **DEMAND PROGRAM**

### **CHANGE:**

1) **WELL REPAIR FEE:** \$345

Cost to deliver the service based on BEH hourly rated, estimated time to deliver service. (2.5 hours @ \$115 per hour=\$345) Based on most recent evaluation of op scan coding and staff review, proposed fee is \$345 Fee includes file review, site assessment, printing of maps, travel, drawing and issuing permits, final inspection, GPS site, data entry into State data base (Wellopic), scanning, final permit and letter to township and/or owner(s).

**CHANGE:**

2) MUNICIPAL REQUIRED EVALUATION OF WELL AND SEPTIC: \$230.

This service is required by Townships when a homeowner is considering remodeling and/or an addition to their home. An evaluation is done to see if septic will handle new requirements, or is not in the way of the addition. Fee includes file review, site assessment, printing of maps, travel and completion of evaluation form for homeowner and township. Cost to deliver the service based on BEH hourly rated, estimated time to deliver service. (2 hours @ \$115 per hour)

**CHANGE:**

3) SEPTIC TANK REPAIR/REPLACEMENT FEE: \$345

Cost to deliver the service based on BEH hourly rated, estimated time to deliver service. (3 hours @ \$115 per hour=\$345) Fee includes file review, site assessment, printing of maps, travel, drawing and issuing permits, final inspection, scanning, final permit.

**NEW:**

4) IRRIGATION WELL FOR NON POTABLE WATER: \$345

Currently Ingham County does not charge a fee for an application to install irrigation wells. Cost to deliver the service based on BEH hourly rated, estimated time to deliver service. (2.5 hours @ \$115 per hour=\$345) Requires file review, a site assessment, printing of maps, travel, drawing and issuing of permit, GPS site, data entry into Wellogic, scanning and filing.

**NEW:**

5) COMBINED WELL AND SEPTIC REPAIR: \$ 915.

Currently Ingham County charges a separate fee for well repair and septic repair of \$ 1145. If a person makes a joint application for septic and well repairs, only two trips are necessary to assess both repairs and do a final inspection. This will eliminate two hours of time based on cost recovery. Fees includes file review, site assessment, printing of maps, travel, drawing and issuing permits, final inspection, GPS site, data entry into State data base (Wellogic), scanning, final permit and letter to township and/or owner(s). Fees would be:

well repair fee	\$ 345.
septic repair fee	+\$ 800.
	\$1145.
less two hours	- 230.
travel time	\$ 915.

**NEW:**

6) SEPTIC INSTALLERS CERIFICATION: \$200.

Currently Ingham County does not certify its septic installers. Most other Michigan counties are certifying septic installers. Michigan currently does not perform this certification on a state level.

**POINT OF SALE**

**CHANGE:**

1) POINT OF SALE-FOLLOW-UP EXTENSION EVALUATIONS: \$230.

Based on cost recovery, BEH hourly rate of \$115/hour; estimated time to deliver service 2 hours. ( 2 hours x \$ 115/hour = \$230) to complete the Point of Sale extension inspection of residential home.

**POLLUTION PREVENTION PROGRAM:**

1) Per resolution 11-075, Board of Commissioners set the P2 fee at 50% of original inspection and reporting fees. Due to the slight increase, we do not recommend an increase on the P2 fees FY 2013.

**ADD:**

BEH hourly rate is established each by the BOC fee process. Recommended fee FY 2013 is \$115/per hour.

administration/budget/fy12-13/Narrativefor fy12-13fees.doc