

CHAIRPERSON
DEB NOLAN

VICE-CHAIRPERSON
REBECCA BAHAR-COOK

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

FINANCE COMMITTEE
BRIAN McGRAIN, CHAIR
SARAH ANTHONY
REBECCA BAHAR-COOK
TODD TENNIS
CAROL KOENIG
DON VICKERS
RANDY SCHAFER

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, FEBRUARY 6, 2013 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 [January 16, 2013 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Treasurer's Office
 - a. Resolution to Set Policy for Certain Delinquent [Tax Payments](#)
 - b. Resolution to Provide Funding for Low Income [Tax Preparation](#)
 - c. Resolution Authorizing 2013 [Administrative Fund](#)
 - d. 2013 [Borrowing](#) Resolution (2012 Delinquent Taxes)
2. Drain Office
 - a. Resolution Pledging Full Faith and Credit to [North Onondaga](#) Drain Drainage District 2013 Bonds
 - b. Resolution to Authorize Pledge of County of Ingham's Full Faith and Credit for Drain Bonds for [Burrell](#) Intercounty Drainage District
3. Department of Transportation & Roads
 - a. Resolution to Re-Authorize an Annual Software Maintenance Contract with [Precision Computer Solutions](#), Incorporated
 - b. Resolution to Authorize Three Variances for the Proposed [Douglas J Housing](#), LLC Development
4. Farmland and Open Space Preservation Board - Resolution Approving Proceeding to Close Permanent Conservation [Easement Deeds](#) on Thorburn, Schwab and Nussdorfer Properties
5. Potter Park Zoo - Resolution Authorizing a Fund Transfer to the Potter Park Zoological Society for 2013 [Marketing](#)

6. Facilities
 - a. Resolution Authorizing a Contract with [F.D. Hayes Electric Company](#) to Provide Electrical Circuits for the Installation of 55 Video Visitation Units at the Ingham County Jail and the Human Services Building
 - b. Resolution Authorizing Entering into a Contract with [DLZ Michigan, Inc.](#) to Provide Architectural and Engineering Services for the Replacement of the Cooling Tower at the Ingham County Jail

7. Health Department
 - a. Resolution to Accept \$500,000 in [School-Based Health Centers](#) Capital Program Funds from the Health Resources and Services Administration
 - b. Resolution to Accept Supplemental Funding for Quality Improvement in Health Centers from the Health Resources and Services Administration and to Authorize the Allocation of these Funds Toward the Purchase of a Patient [Portal and Website](#)
 - c. Resolution Amending Resolution #12-199, to Accept Clinical Services Expansion Funding for the Child and Adolescent Health Center Program from the Michigan Department of Community Health, to Establish Positions in the Health Department and Enter into an Agreement with [Fahrenheit Creative Group](#)
 - d. Resolution to Authorize an Addendum to the Agreement with [NextGen Healthcare Information Systems, Inc.](#)
 - e. Resolution to Authorize a Memorandum of Understanding with the Michigan Primary Care Association for the Placement of an [AmeriCorps Member](#) within the Community Health Centers
 - f. Resolution to Authorize [Amendment #2](#) to the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health
 - g. Resolution to Authorize a [Pharmacy Services](#) Agreement for Services at the Ingham County Jail
 - h. Resolution to Authorize a Letter of Understanding with the Ingham Intermediate School District for [Early On Services](#)

8. Ingham County Office of Homeland Security & Emergency Management - Resolution to Enter into a Contract with [Mid-Michigan K9](#) using FY 2010 Homeland Security Grant Program Funds

9. Veterans Affairs - Resolution Approving the Use of Contingency Funds for a [Temporary Hire](#) for Ingham County Department of Veteran Affairs

Announcements
Public Comment
Adjournment

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

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

FINANCE COMMITTEE
January 16, 2013
Minutes

Members Present: Brian McGrain, Sarah Anthony, Rebecca Bahar-Cook, Todd Tennis, Carol Koenig, Don Vickers, and Randy Schafer

Members Absent: None

Others Present: Teri Morton, Rhonda Swayze, Chuck Gray, Willis Bennett, Shauna Dunnings, Randy Bell, Renée Branch Canady, and others

The meeting was called to order by Chairperson McGrain at 6:01 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing.

Approval of the December 5, 2012 Minutes

The December 5, 2012 Minutes were approved as submitted.

Additions to the Agenda

- 5i. Substitute - Resolution to Authorize Amendment #1 to the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health

Limited Public Comment

None.

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

1. Sheriff's Office/Homeland Security & Emergency Management
 - a. Resolution to Accept the 2013 Emergency Vehicle Operations Grant
 - b. Resolution to Enter into a Contract with the City of Lansing and to Accept the FY2011 Homeland Security Grant Program Funds

3. Circuit Court/Friend of the Court
 - a. Resolution to Accept the FY2013 Swift and Sure Sanctions Probation Program (SSSPP) Grant Funds and to Create Special Part-Time Positions of a SSSPP Coordinator and SSSPP Assistant Prosecuting Attorney
 - b. Resolution to Authorize a Re-Organization in the Friend of the Court

4. MSU Extension - Resolution to Authorize a Contract with Capital Area United Way to Provide Administrative Oversight and Programming Leadership to the Community Coalition for Youth for 2013

5. Health Department
 - a. Resolution to Authorize a Memorandum of Understanding Between St. Vincent Catholic Charities, Microenterprise Childcare Program of Michigan and Ingham County to Serve Refugee Families
 - b. Resolution to Authorize an Agreement with the Greater Lansing Food Bank to Support Implementation of the Food Security Plan
 - c. Resolution to Amend the Infectious Disease Physician Services Agreement with Michigan State University's College of Osteopathic Medicine – Tuberculosis Program
 - d. Resolution to Authorize an Amended 2012-2013 AmeriCorps Grant
 - e. Resolution to Amend the Collaborative Agreement with the Capital Area United Way
 - f. Resolution to Authorize an Agreement with the Capital Area Health Alliance
 - g. Resolution to Authorize an Agreement with Itentive Healthcare Solutions
 - h. Resolution to Authorize a Contract with Washtenaw County Health Department to Deliver a Workshop in Health Equity and Social Justice
 - i. Resolution to Authorize Amendment #1 to the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health
 - j. Resolution to Authorize an Amendment to the Agreement with the Shiawassee Regional Education Services District to Retain the Services of the Office for Young Children to Provide Early Head Start Services in Shiawassee County

6. Human Resources - Resolution Changing the Non-Judicial County-Wide Elected Officials Contribution to MERS Retirement

7. Department of Transportation and Roads
 - a. Resolution to Authorize Approval of the Final Plat of Sierra Ridge Estates No. 2 and Acceptance of Sacramento Way and Fresno Lane as Public Roads
 - b. Resolution to Authorize a Service Contract with Bentley Systems, Incorporated
 - c. Resolution to Approve a Second Party Agreement Between the Michigan Department of Transportation and the Ingham County Department of Transportation and Roads in Relation to Federally Funded Bridge Projects Located at Gramer Road over the Red Cedar River Holt Road over Deer Creek Webberville Road over the Red Cedar River

8. Parks Department - Resolution Authorizing Changes to User Fees for Exploring Nature Day Camp at Burchfield Park

MOTION CARRIED UNANIMOUSLY. Absent: Comms. Bahar-Cook and Tennis

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

MOTION CARRIED UNANIMOUSLY. Absent: Comms. Bahar-Cook and Tennis

2. Animal Control - Resolution to Extend Whiskers Wednesdays Permanently

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. KOENIG, TO APPROVE THE RESOLUTION TO EXTEND WHISKERS WEDNESDAYS PERMANENTLY.

Comm. McGrain expressed his concern that if an individual cannot afford the full cost of a pet they cannot afford to care for the pet and as a result the animal is returned to the shelter. Comm. Koenig highlighted the success of the program giving the examples of people purchasing animals for the regular fee before Whisker Wednesday to ensure they adopt the pet they want and the reduction of euthanasia which saves animal's lives and reduces costs.

(Comm. Bahar-Cook arrived at 6:05 p.m. and Comm. Tennis arrived at 6:06 p.m.)

MOTION CARRIED UNANIMOUSLY.

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. VICKERS, TO SUSPEND THE BOARD RULES TO ALLOW COMMISSIONERS BAHAR-COOK AND TENNIS TO VOTE ON THE MINUTES AND CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY.

Comm. Bahar-Cook and Comm. Tennis each voted yes to approve the minutes and the consent agenda.

Comm. Bahar-Cook disclosed that the Food Bank is a client she directly benefits from.

9. Board of Commissioners - Appointments to the Equalization Subcommittee (*No Materials*)

The Committee selected Commissioners Bahar-Cook and Koenig as the appointments to the Equalization Subcommittee.

Announcements

Comm. Schafer stated he is looking forward to being on this Committee as well as working with Chairperson McGrain.

Comm. Bahar-Cook and Comm. Koenig appreciate the Republicans for suspending the Board Rules so if the democrats are late to the meeting they can vote on the minutes, consent and/or various items.

Comm. Koenig recommended the Commissioners attend the Scott and Darcie Dunsmore benefit to be held on January 19th at the Leslie High School at 5:00 p.m. There will be a silent auction, pork dinner, and music. Cost: Donations accepted and payable to the Dunsmore Benefit Fund.

Comm. Vickers stated he is pleased that the Committees this year have begun by respecting each Party's views and opinions.

Comm. Koenig announced the official opening of the Hawk Island Snow Park on February 2nd with the time to be determined. Comm. Bahar-Cook stated there will be a free day on the 21st.

Public Comment

None.

The meeting adjourned at approximately 6:12 p.m.

Respectfully submitted,

Julie Buckmaster

**FEBRUARY 6, 2013 FINANCE AGENDA
STAFF REVIEW SUMMARY**

RESOLUTION ACTION ITEMS:

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

1a. Treasurer's Office - *Resolution to Set Policy for Certain Delinquent Tax Payments*

This resolution is authorized every 2 years and sets our policy for the collection of delinquent tax payments.

1b. Treasurer's Office - *Resolution to Provide Funding for Low Income Tax Preparation*

This is an annual resolution that authorizes \$12,000 to the Asset Independence Coalition to support its free tax preparation services for low to moderate income citizens. The contract will be charged against the Delinquent Tax Fund.

1c. Treasurer's Office - *Resolution Authorizing 2013 Administrative Fund*

1d. Treasurer's Office - *2013 Borrowing Resolution (2012 Delinquent Taxes)*

These resolutions will authorize the borrowing of funds in order to pay local taxing units within the County their shares of delinquent property taxes in anticipation of the collection of those taxes by the Treasurer. They will also authorize the establishment of a revolving fund for this purpose. This process is approved annually by the Board of Commissioners.

2a. Drain Office - *Resolution Pledging the Full Faith and Credit to North Onondaga Drain Drainage District 2013 Bonds*

The resolution authorizes the County to pledge its full faith and credit in an amount not to exceed \$2.2 million. Please refer to the attached memorandum from the Drain Commissioner for further details. Please note that the Controller's Office does not have any cost details at this point in time.

2b. Drain Office - *Resolution to Authorize Pledge of County of Ingham's Full Faith and Credit for Drain Bonds for Burrell Intercounty Drainage District*

The resolution authorizes the County to pledge its full faith and credit for the bonds. The project is estimated to cost \$725,000. The County's share is estimated at 5% or \$36,250. Please refer to the attached memorandum from the Drain Commissioner for further details. Please note that the Controller's Office does not have any cost details at this point in time.

3a. Department of Transportation and Roads - *Resolution to Re-Authorize an Annual Software Maintenance Contract with Precision Computer Solutions, Inc.*

The resolution would authorize a 2013 calendar year contract renewal. The dollar amount remains unchanged from 2012 at \$14,655.

3b. *Department of Transportation and Roads - Resolution to Authorize Three Variances for the Proposed Douglas J Housing, LLC Development*

The Department is requesting that the Board approve three public road right-of-way variances for this development project located in Meridian Township at the corner of Okemos and Hamilton Roads.

4. *Farmland and Open Space Preservation Board - Resolution Approving Proceeding to Close Permanent Easement Deeds on Thorburn, Schwab, and Nussdorfer Properties*

The Farmland and Open Space Preservation (FOSP) Board received applications for the 2011 cycle from May to September 2011. In accordance with the Ordinance, the FOSP Board scored and ranked the applications based on the approved 2011 selection criteria. In 2012, the Board of Commissioners adopted a resolution that established the Ingham County Purchasing Department as its designee responsible for establishing and implementing a competitive process for negotiating the purchase price of the permanent conservation easement. Through that process, three properties are being recommended for purchase by the Purchasing Department. See memo from Jim Hudgins, Purchasing Director.

The FOSP Board has money in the budget to close on the three properties and cover all closing costs.

5. *Potter Park Zoo - Resolution Authorizing a Fund Transfer to the Potter Park Zoological Society for 2013 Marketing*

This is an annual resolution authorizing the transfer of \$60,000 in Zoo millage funds to the Society for 2013 marketing of the Zoo. The Society will contribute an additional \$15,000 for marketing purposes.

6a. *Facilities - Resolution Authorizing a Contract with F.D. Hayes Electric Company to Provide Electrical Circuits for the Installation of 55 Video Visitation Units at the Ingham County Jail and the Human Services Building*

The resolution authorizes a contract to install wiring for the installation of 53 video visitation units at the Jail and 2 at the Human Services Building. Another vendor (Securus Technologies) was authorized to install the video arraignment systems in Resolution #12-183. F.D. Hayes was the low bidder and is a local vendor.

6b. *Facilities - Resolution Authorizing Entering into a Contract with DLZ Michigan, Inc. to Provide Architectural & Engineering Services (A&E) for the Replacement of the Cooling Tower at the Ingham County Jail*

The resolution authorizes a contract to provide A&E services for the replacement of the cooling towers at the Ingham County Jail. The unit is over 30 years old and is leaking. The unit is beyond repair and at the current rate of deterioration, the unit will fail and the jail could be left without air conditioning. DLZ was the low bid at \$12,900 and is a local vendor. Funds are available in the Capital Improvements budget.

7a. *Health Department - Resolution to Accept \$500,000 in School-Based Health Centers Capital Program Funds from the Health Resources and Services Administration*

This resolution accepts a \$500,000 grant for the following activities:

1. Purchase a fully equipped mobile medical/dental health vehicle. This mobile health center will increase capacity to serve children in schools as well as women and children in the area's homeless shelters.
2. Purchase equipment to update and expand services related to Registration and Enrollment throughout the community health centers.
3. Purchase moveable exam room and office equipment to provide safe and effective health care to students at the newly opened Eastern Health Center, a school-based health center located within Lansing School District's Eastern High School.

7b. *Health Department - Resolution to Accept Supplemental Funding for Quality Improvement in Health Centers from the Health Resources and Services Administration and to Authorize the Allocation of these Funds Toward the Purchase of a Patient Portal and Website*

This resolution authorizes the acceptance of up to \$55,000 in supplemental funding from the Health Resources and Services Administration to be used toward the purchase of a Patient Portal and website.

7c. *Health Department - Resolution Amending Resolution #12-199, to Accept Clinical Services Expansion Funding for the Child And Adolescent Health Center Program from the Michigan Department of Community Health, to Establish Positions in the Health Department And Enter Into An Agreement With Fahrenheit Creative Group*

This resolution accepts Clinical Services Expansion Funding from the Michigan Department of Community Health for its three Child and Adolescent Health Centers. Eastern, Sexton and Willow Health Centers each received \$170,000 for a total of \$510,000 for the period October 1, 2012 through September 30, 2016. The purpose of this funding is to expand clinical services within the Child and Adolescent Health Centers and work toward achievement of Patient Centered Medical Home (PCMH) designation through the National Committee on Quality Assurance (NCQA).

To successfully meet the outcomes of the grant, the Health Department proposes to establish:

A part-time (.50 FTE) Nurse Case Manager Position, PHN/3

A full-time (1.0 FTE) Medical Social Worker Position, ICEA PRO/7, which will be posted internally.

After the candidate is selected for the Medical Social Worker position, the successful candidate's position shall be converted to a Medical Social Worker, ICEA PRO/7 using grant funds to support the difference in pay.

These positions will provide case management and increased mental health services within the Child and Adolescent Health Centers. It is the intent that these positions will not be filled for the first five months of this grant. An amount of \$30,000 of the grant award will be used toward the one time purchase of a Patient Portal and related website, which is a requirement.

7d. *Health Department - Resolution to Authorize an Addendum to the Agreement with NextGen Healthcare Information Systems, Inc.*

This resolution authorizes an addendum to the agreement with NextGen Healthcare Information Systems, Inc. to allow NextGen to install Patient Portal Provider Licenses for all providers, including mid-level and behavioral health providers. This addendum will cost a one time fee of \$67,987.50 and a monthly provider fee of \$2,832.00. These costs will be paid with grant funds from the Clinical Service Expansion Funding through the Michigan Department of Community Health and with FY2012 Supplemental Funding for Quality Improvement in Health Centers through the Health Resources and Services Administration.

7e. *Health Department - Resolution to Authorize a Memorandum of Understanding with the Michigan Primary Care Association for the Placement of an AmeriCorps Member within the Community Health Centers*

This resolution authorizes a Memorandum of Understanding with the Michigan Primary Care Association to actively participate in cooperation with Michigan's AmeriCorps program, and allows the placement of an AmeriCorps Member within the Ingham Community Health Centers for a cost of \$8,500.

7f. *Health Department - Resolution to Authorize Amendment #2 to the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health*

This resolution amends the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health to increase support for the HIV Prevention program to \$156,943 (an increase of \$113,348).

The initial agreement included funding for the HIV Prevention program through December 31, 2012. This amendment extends the funding for this program to the end of the agreement, September 30, 2013.

7g. *Health Department - Resolution to Authorize a Pharmacy Services Agreement for Services at the Ingham County Jail*

This resolution extends the existing agreement with Contract Pharmacy Services, Inc., to provide pharmaceuticals to support the medical services at the Ingham County Jail. The extended agreement is for the period of April 1, 2013 through March 31, 2016, at the actual acquisition cost plus a dispensing fee of \$2.65 per prescription, a reduction of 10 cents per prescription.

7h. Health Department - Resolution to Authorize a Letter of Understanding with the Ingham Intermediate School District for Early On Services

This resolution authorizes a Letter of Understanding with Ingham Intermediate School District, which offers Ingham County \$108,573 in Early On funds to compensate the Public Health Nursing Division for 1.25 FTE staff costs.

8. Ingham County Office of Homeland Security & Emergency Management - Resolution to Enter into a Contract with Mid-Michigan K9 using FY 2010 Homeland Security Grant Program Funds

This resolution authorizes the use of the grant funds to purchase an Explosive Detection Canine for the Sheriff's Office. The cost is not to exceed \$12,000 which includes the canine, medical guarantee and a (5) week handler training course. Ingham County previously accepted by resolution these FY 2010 Homeland Security Grant Program (HSGP) pass through funds to be administered by the City of Lansing. See the attached material for details.

9. Veterans Affairs - Resolution Approving the Use of Contingency Funds for a Temporary Hire for Ingham County Department of Veterans Affairs

The resolution would authorize a temporary UAW/D employee for the period April 8, 2013 through May 31, 2013 in order to fill in for an employee that will be off on maternity leave. The resolution also authorizes a transfer from the contingency fund to cover the temporary costs.

At the Board Leadership meeting, the possibility of raising the Indigent Veterans Support millage so as to pay for an additional permanent position was discussed. We are still researching whether or not the additional millage could be levied yet this fiscal year. Depending on the answer to legal questions, a substitute resolution may be presented at the committee meeting.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO SET POLICY FOR CERTAIN DELINQUENT TAX PAYMENTS

WHEREAS, the General Property Tax Act (act 206 of 1893) governs procedures for the collection of delinquent property taxes; and

WHEREAS, the treasurer is presenting this resolution in continuance of prior policy of the county; and

WHEREAS, the minimal fiscal impact is currently budgeted; and

WHEREAS, at Section 211.59 (3) it specifically states that ‘For taxes levied after December 31, 1998, a county board of commissioners, by resolution, may provide all of the following for taxes paid before May 1 in the first year of delinquency for the homestead property of a senior citizen, paraplegic, hemiplegic, quadriplegic, eligible serviceman, eligible veteran, eligible widow, totally and permanently disabled person, or blind person, as those persons are defined in chapter 9 of the income tax act of 1967, 1967 PA 281, MCL 206.501 to 206.532, if a claim is made before February 15 for the credit provided by chapter 9 of the income tax act of 1967, 1967 PA 281, MCL 206.501 to 206.532, if that claimant presents a copy of the form filed for that credit to the county treasurer, and if that claimant has not received the credit before March 1:

- (a) Any interest, fee or penalty in excess of the interest, fee, or penalty that would have been added if the tax had been paid before February 15 is waived.
- (b) Interest paid under subsection (1) or section 89(1)(a) is waived unless the interest is pledged to the repayment of delinquent tax revolving fund notes or payable to the county delinquent tax revolving fund, in which case the interest shall be refunded from the general fund of the county.
- (c) The county property tax administration fee is waived’, and

WHEREAS, the utilization of Section 211.59(3), is in the public interest.

THEREFORE BE IT RESOLVED, that the county treasurer is authorized to use the provisions of Section 211.59(3) for 2013 and 2014.

BE IT FURTHER RESOLVED, that a copy of this resolution shall be forwarded to all local taxing authorities in Ingham County.

Memorandum

ERIC SCHERTZING
Ingham County Treasurer

Desiree A. Kirkland
Chief Deputy Treasurer

P.O. Box 215
Mason, MI 48854-215
517/676-7220

January 24, 2013

TO: Finance and County Services Liaison Committees

FROM: Eric Schertzing

RE: Resolution to fund Volunteer Income Tax Assistance program.

Attached is a proposed resolution authorizing the County Treasurer to fund \$12,000 to the Asset Independence Coalition to support its free tax preparation services for low to moderate income citizens.

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

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO PROVIDE FUNDING FOR LOW INCOME TAX PREPARATION

WHEREAS, the Asset Independence Coalition (AIC), under the umbrella of the Power of We Consortium (Ingham County Human Services Collaborative), coordinates a Volunteer Income Tax Assistance (VITA) income tax preparation program for low and moderate income citizens; and

WHEREAS, the group has successfully assisted thousands of low and moderate income taxpayers and helped achieve refunds over several million dollars, including substantial amounts from the Earned Income Tax Credit; and

WHEREAS, these efforts continue to need a coordinator position hosted and administered by the United Way; and

WHEREAS, the request for this base funding is being made to the Counties of Clinton, Eaton and Ingham and the City of Lansing; and

WHEREAS, these efforts assist the economic condition of low and moderate income citizens and income tax refunds to this group of citizens facilitates payment of delinquent property taxes owed to Ingham County.

THEREFORE BE IT RESOLVED, that the County Board of Commissioners authorize funding for the AIC's VITA coordination efforts of \$12,000 from the Delinquent Tax Administration fund (516-25601).

BE IT FURTHER RESOLVED, that the County Controller/Administrator is directed to make all necessary budget adjustments consistent with this resolution to strengthen the capacity within Ingham County for low and moderate income tax preparation assistance and asset building.

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are authorized to sign any necessary contracts upon approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be forwarded to all local taxing authorities in Ingham County.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING 2013 ADMINISTRATIVE FUND

RESOLUTION # 13__

A _____ meeting of the Board of Commissioners of the County of Ingham, Michigan (the "County"), was held in Mason, Michigan, on _____, _____. The following Commissioners were

PRESENT: _____

ABSENT: _____

RESOLUTION AUTHORIZING 2013 ADMINISTRATIVE FUND

IT IS RESOLVED BY THE INGHAM COUNTY BOARD OF COMMISSIONERS AS FOLLOWS:

The County Treasurer, pursuant to Section 87c, Subsection (2), of Act 206, is designated as Agent for the County, and the Treasurer's office shall receive all such sums as are provided in Section 87c, Subsection (3), to cover administrative expenses so long as Treasurer waives right to receive such sums as would be payable to his under Section 87c, Subsection (3).

Discussion followed. A vote was thereupon taken on the foregoing resolution and was as follows:

AYES: _____

NAYS: _____

ABSTAIN: _____

A sufficient majority having voted therefor, the resolution appearing above was adopted.

STATE OF MICHIGAN

COUNTY OF INGHAM

I certify that the foregoing is a true and accurate copy of the resolution adopted by the Ingham County Board of Commissioners, that such resolution was duly adopted at a _____ meeting held on the _____ day of _____, _____, and that notice of such meeting was given as required by law.

Barb Byrum, Ingham County Clerk

[SEAL]

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Agenda Item 1d

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**2013 BORROWING RESOLUTION
(2012 DELINQUENT TAXES)**

RESOLUTION # _____

A _____ meeting of the Board of Commissioners of the County of Ingham, Michigan (the "County"), was held in Mason, Michigan, on _____, _____. The following Commissioners were

PRESENT:

ABSENT:

The preambles and resolution set forth below were offered by Commissioner _____ and were seconded by Commissioner _____.

**2013 BORROWING RESOLUTION
(2012 DELINQUENT TAXES)**

WHEREAS, ad valorem real property taxes are imposed by the County and the local taxing units within the County on July 1 and/or December 1 of each year; and

WHEREAS, a certain portion of these taxes remain unpaid and uncollected on March 1 of the year following assessment, at which time they are returned delinquent to the County's treasurer (the "Treasurer"); and

WHEREAS, the Treasurer is bound to collect all delinquent taxes, interest and property tax administration fees which would otherwise be payable to the local taxing units within the County; and

WHEREAS, the statutes of the State of Michigan authorize the County to establish a fund, in whole or in part from borrowed proceeds, to pay local taxing units within the County their respective shares of delinquent ad valorem real property taxes in anticipation of the collection of those taxes by the Treasurer; and

WHEREAS, the County Board of Commissioners (the "Board") has adopted a resolution authorizing the County's Delinquent Tax Revolving Fund (the "Revolving Fund Program"), pursuant to Section 87b of Act No. 206, Michigan Public Acts of 1893, as amended ("Act 206"); and

WHEREAS, such fund has been established to provide a source of monies from which the Treasurer may pay any or all delinquent ad valorem real property taxes which are due the County, and any city, township, school district, intermediate school district, community college district, special assessment district, drainage district, or other political unit within the geographical boundaries of the County participating in the County's Revolving Fund Program pursuant to Act 206 ("local units"); and

WHEREAS, the Treasurer is authorized under Act 206, and has been directed by the Board, to make such payments with respect to delinquent ad valorem real property taxes (including the property tax administration fees assessed under subsection (6) of Section 44 of Act 206) owed in 2012 to the County and the local units (collectively, the "taxing units") which will have remained unpaid on March 1, 2013 and the Treasurer is authorized to pledge these amounts in addition to any amounts not already pledged for repayment of prior series of notes (or after such prior series of notes are retired as a secondary pledge) all as the Treasurer shall specify in an order when the notes authorized hereunder are issued (the "Delinquent Taxes"); and

WHEREAS, the Board has determined that in order to raise sufficient monies to adequately fund the Revolving Fund, the County must issue its General Obligation Limited Tax Notes, Series 2013 in one or more series, in accordance with Sections 87c, 87d, 87g and 89 of Act 206 and on the terms and conditions set forth below.

NOW, THEREFORE, IT IS RESOLVED BY THE BOARD AS FOLLOWS:

**I.
GENERAL PROVISIONS**

101. Establishment of 2013 Revolving Fund. In order to implement the continuation of the Revolving Fund Program and in accordance with Act 206, the County hereby establishes a 2013 Delinquent Tax Revolving Fund (the "Revolving Fund") as a

separate and segregated fund within the existing Delinquent Tax Revolving Fund of the County previously established by the Board pursuant to Section 87b of Act 206.

102. Issuance of Notes. The County shall issue its General Obligation Limited Tax Notes, Series 2013 in one or more series (the "Notes"), in accordance with this Resolution and Sections 87c, 87d, 87g and 89 of Act 206, payable in whole or in part from the Delinquent Taxes and/or from the other sources specified below.

103. Aggregate Amount of Notes.

(a) The Notes shall be issued in an aggregate amount to be determined in accordance with this Section by the Treasurer.

(b) The aggregate amount of the Notes shall not be less than the amount by which the actual or estimated Delinquent Taxes exceeds (i) the County's participating share of Delinquent Taxes, and (ii) any sums otherwise available to fund the Tax Payment Account established under Section 702 (including any monies held in respect of Section 704(c)).

(c) The aggregate amount of the Notes shall not be greater than the sum of (i) the actual amount of the Delinquent Taxes pledged to the payment of debt service on the Notes, plus (ii) the amount determined by the Treasurer to be allocated to a reserve fund. Original proceeds of the Notes devoted to a reserve fund shall not exceed the lesser of (A) the amount reasonably required for those of the Notes secured by the reserve fund, (B) 10% of the proceeds of such Notes, (C) the maximum amount of annual debt service on such Notes, or (D) 125% of average annual debt service on such Notes.

(d) The aggregate amount of the Notes shall be designated by the Treasurer by written order after (i) the amount of the Delinquent Taxes, or the amount of Delinquent Taxes to be funded by the issuance of the Notes, has been estimated or determined, and (ii) the amount of the reasonably required reserve fund has been calculated. Delinquent Taxes shall be estimated based on delinquencies experienced during the past three fiscal years and on demographic and economic data relevant to the current tax year, and shall be determined based on certification from each of the taxing units. The amount of the reasonably required reserve fund shall be calculated pursuant to such analyses and certificates as the Treasurer may request.

104. Proceeds. If the Notes are issued and sold before the Treasurer has received certification from the taxing units of the amount of the Delinquent Taxes and if such certification is not reasonably anticipated to occur to allow distribution of the proceeds of the Notes within 20 days after the date of

issue, the proceeds of the Notes shall be deposited in the County's 2013 Delinquent Tax Project Account and thereafter used to fund the whole or a part of the County's 2013 Tax Payment Account, 2013 Note Reserve Account and/or 2013 Note Payment Account, subject to and in accordance with Article VII. If the Notes are issued and sold on or after such time, the proceeds of the Notes shall be deposited directly into the County's 2013 Tax Payment Account, 2013 Note Reserve Account and/or 2013 Note Payment Account, as provided in Article VII.

105. Treasurer's Order Authorizing Notes and Establishing Delinquent Taxes. At or prior to the time any Notes are issued pursuant to this resolution, the Treasurer, as authorized by Act 206, may issue a written order specifying the amount and character of the Delinquent Taxes, the Article or Articles under which the Notes are being issued and any other matters subject to the Treasurers control under either this resolution or Act 206.

II. FIXED MATURITY NOTES

201. Authority. At the option of the Treasurer, exercisable by written order, the Notes may be issued in accordance with this Article II. All reference to "Notes" in Article II refers only to Notes issued pursuant to Article II, unless otherwise specified.

202. Date. The Notes shall be dated as of the date of issue or as of such earlier date specified by written order of the Treasurer.

203. Maturity and Amounts. Notes issued pursuant to this Article II shall be structured in accordance with subsections (a) or (b) below as determined by the Treasurer pursuant to written order.

(a) The first maturity of the Notes or of a series of the Notes shall be determined by the Treasurer pursuant to written order, but shall not be later than four years after the date of issue. Later maturities of the Notes shall be on the first anniversary of the preceding maturity or on such earlier date as the Treasurer may specify by written order. The Notes shall be structured with the number of maturities determined by the Treasurer to be necessary or appropriate, and the last maturity shall be scheduled for no later than the sixth anniversary of the date of issue. The amount of each maturity or of any mandatory or optional call date shall be set by the Treasurer when the amount of Delinquent Taxes is determined by the Treasurer or when a reliable estimate of the Delinquent Taxes is available to the Treasurer. In determining the exact amount of each maturity or of any mandatory or optional call date the Treasurer shall consider the schedule of delinquent tax

collections prepared for the tax years ending December 31, 2012, or after any other years and the corollary schedule setting forth the anticipated rate of collection of those Delinquent Taxes which are pledged to the repayment of the Notes. The amount of each maturity and the scheduled maturity dates of the Notes shall be established to take into account the dates on which the Treasurer reasonably anticipates the collection of such Delinquent Taxes and shall allow for no more than a 15% variance between the debt service payable on each maturity date, the Notes, and the anticipated amount of pledged monies available on such maturity date to make payment of such debt service.

(b) Alternatively, the Notes or a series of the Notes may be structured with a single stated maturity falling not later than the fourth anniversary of the date of issue. Notes issued under this subsection (b) shall be subject to redemption on such terms consistent with the applicable parts of subsection (a) of this section and with Section 209 as shall be ordered by the Treasurer, but in no event shall such Notes be subject to redemption less frequently than annually.

204. Interest Rate and Date of Record.

(a) Except as otherwise provided in this paragraph, Notes issued pursuant to subsection (a) of Section 203 shall bear interest payable semi-annually, with the first interest payment to be payable (i) on the first date, after issuance, corresponding to the day and month on which the maturity of such Notes falls, or (ii) if the Treasurer so orders, six months before such date. In the event (i) any maturity of the Notes arises either less than six months before the succeeding maturity date or less than six months after the preceding maturity date and (ii) the Treasurer so orders in writing, interest on the Notes shall be payable on such succeeding or preceding maturity date. Subject to the following sentence, Notes issued pursuant to subsection (b) of Section 203 shall, pursuant to written order of the Treasurer, bear interest monthly, quarterly, or semiannually, as provided by written order of the Treasurer. If Notes issued under this Article II are sold with a variable rate feature as provided in Article IV, such Notes may, pursuant to written order of the Treasurer, bear interest weekly, monthly, quarterly or on any put date, or any combination of the foregoing, as provided by written order of the Treasurer.

(b) Interest shall not exceed the maximum rate permitted by law.

(c) Interest shall be mailed by first class mail to the registered owner of each Note as of the applicable date of record, provided, however, that the Treasurer may agree with the Registrar (as defined below) on a different method of payment.

(d) Subject to Section 403 in the case of variable rate Notes, the date of record shall be not fewer than 14 nor more than 31 days before the date of payment, as designated by the Treasurer prior to the sale of the Notes.

205. Note Form. The form of Note shall be consistent with the prescriptions of this Resolution and shall reflect all material terms of the Notes. Unless the Treasurer shall by written order specify the contrary, the Notes shall be issued in fully registered form both as to principal and interest, registrable upon the books of a note registrar (the "Registrar") to be named by the Treasurer. If the Notes are issued in bearer form the Treasurer shall appoint a paying agent (the "Paying Agent"). (The Registrar or Paying Agent so named may be any bank or trust company or other entity, including the County, offering the necessary services pertaining to the registration and transfer of negotiable securities.)

206. Denominations and Numbers. The Notes shall be issued in one or more denomination or denominations of \$1,000 each or any integral multiple of \$1,000 in excess of \$1,000, as determined by the Treasurer. Notwithstanding the foregoing, however, in the event the Notes are deposited under a book entry depository trust arrangement pursuant to Section 208, the Notes may, if required by the depository trustee, be issued in denominations of \$5,000 each or any integral multiple of \$5,000. The Notes shall be numbered from one upwards, regardless of maturity, in such order as the Registrar shall determine.

207. Transfer or Exchange of Notes.

(a) Notes issued in registered form shall be transferable on a note register maintained with respect to the Notes upon surrender of the transferred Note, together with an assignment executed by the registered owner or his or her duly authorized attorney-in-fact in form satisfactory to the Registrar. Upon receipt of a properly assigned Note, the Registrar shall authenticate and deliver a new Note or Notes in equal aggregate principal amount and like interest rate and maturity to the designated transferee or transferees.

(b) Notes may likewise be exchanged for one or more other Notes with the same interest rate and maturity in authorized denominations aggregating the same principal amount as the Note or Notes being exchanged, upon surrender of the Note or Notes and the submission of written instructions to the Registrar or, in the case of bearer Notes, to the Paying Agent. Upon receipt of a Note with proper written instructions the Registrar or Paying Agent shall authenticate and deliver a new Note or Notes to the owner thereof or to the owner's attorney-in-fact.

(c) Any service charge made by the Registrar or Paying Agent for any such registration, transfer or exchange

shall be paid for by the County as an expense of borrowing, unless otherwise agreed by the Treasurer and the Registrar or Paying Agent. The Registrar or Paying Agent may, however, require payment by a noteholder of a sum sufficient to cover any tax or other governmental charge payable in connection with any such registration, transfer or exchange.

208. Book Entry Depository Trust. At the option of the Treasurer, and notwithstanding any contrary provision of Section 212, the Notes may be deposited, in whole or in part, with a depository trustee designated by the Treasurer who shall transfer ownership of interests in the Notes by book entry and who shall issue depository trust receipts or acknowledgments to owners of interests in the Notes. Such book entry depository trust arrangement, and the form of depository trust receipts or acknowledgments, shall be as determined by the Treasurer after consultation with the depository trustee. The Treasurer is authorized to enter into any depository trust agreement on behalf of the County upon such terms and conditions as the Treasurer shall deem appropriate and not otherwise prohibited by the terms of this Resolution. The depository trustee may be the same as the Registrar otherwise named by the Treasurer, and the Notes may be transferred in part by depository trust and in part by transfer of physical certificates as the Treasurer may determine.

209. Redemption.

(a) Subject to the authority granted the Treasurer pursuant to subsection (c) of this Section (in the case of fixed rate Notes) and to the authority granted the Treasurer pursuant to Section 404 (in the case of variable rate Notes), the Notes or any maturity or maturities of the Notes shall be subject to redemption prior to maturity on the terms set forth in subsection (b) below.

(b) Notes scheduled to mature after the first date on which any Notes of the series are scheduled to mature shall be subject to redemption, in inverse order of maturity, on each interest payment date arising after the date of issue.

(c) If the Treasurer shall determine such action necessary to enhance the marketability of the Notes or to reduce the interest rate to be offered by prospective purchasers on any maturity of the Notes, the Treasurer may, by written order prior to the issuance of such Notes, (i) designate some or all of the Notes as non-callable, regardless of their maturity date, and/or (ii) delay the first date on which the redemption of callable Notes would otherwise be authorized under subsection (b) above.

(d) Notes of any maturity subject to redemption may be redeemed before their scheduled maturity date, in whole or in part, on any permitted redemption date or dates, subject to the written order of the Treasurer. Notes called for redemption

shall be redeemed at par, plus accrued interest to the redemption date, plus, if the Treasurer so orders, a premium of not more than 1%. Redemption may be made by lot or pro rata, as shall be determined by the Treasurer.

(e) With respect to partial redemptions, any portion of a Note outstanding in a denomination larger than the minimum authorized denomination may be redeemed, provided such portion as well as the amount not being redeemed constitute authorized denominations. In the event less than the entire principal amount of a Note is called for redemption, the Registrar or Paying Agent shall, upon surrender of the Note by the owner thereof, authenticate and deliver to the owner a new Note in the principal amount of the principal portion not redeemed.

(f) Notice of redemption shall be by first class mail 30 days prior to the date fixed for redemption, or such shorter time prior to the date fixed for redemption as may be consented to by the holders of all outstanding Notes to be called for redemption. Such notice shall fix the date of record with respect to the redemption if different than otherwise provided in this Resolution. Any defect in any notice shall not affect the validity of the redemption proceedings. Notes so called for redemption shall not bear interest after the date fixed for redemption, provided funds are on hand with a paying agent to redeem the same.

210. Discount. At the option of the Treasurer, the Notes may be offered for sale at a discount not to exceed 2%.

211. Public or Private Sale. The Treasurer may, at the Treasurer's option, conduct a public sale of the Notes after which sale the Treasurer shall either award the Notes to the lowest bidder or reject all bids. The conditions of sale shall be as specified in a published Notice of Sale prepared by the Treasurer announcing the principal terms of the Notes and the offering. Alternatively, the Treasurer may, at the Treasurer's option, negotiate a private sale of the Notes as provided in Act 206. If required by law, or if otherwise determined by the Treasurer to be in the best interest of the County, (a) the Notes shall be rated by a national rating agency selected by the Treasurer, (b) a good faith deposit shall be required of the winning bidder, and/or (c) CUSIP numbers shall be assigned to the Notes. If a public sale is conducted or if otherwise required by law or the purchaser of the Notes, the Treasurer shall prepare or cause to be prepared and disseminated an offering memorandum or official statement containing all material terms of the offer and sale of the Notes. Pursuant to any sale of the Notes, the County shall make such filings, shall solicit such information and shall obtain such governmental approvals as shall be required pursuant to any state or federal law respecting back-up income tax withholding, securities regulation, original issue discount or other regulated matter.

212. Execution and Delivery. The Treasurer is authorized and directed to execute the Notes on behalf of the County by manual or facsimile signature, provided that if the facsimile signature is used the Notes shall be authenticated by the Registrar or any tender agent as may be appointed pursuant to Section 801(c). The Notes shall be sealed with the County seal or imprinted with a facsimile of such seal. The Treasurer is authorized and directed to then deliver the Notes to the purchaser thereof upon receipt of the purchase price. The Notes shall be delivered at the expense of the County in such city or cities as may be designated by the Treasurer.

213. Renewal, Refunding or Advance Refunding Notes. If at any time it appears to be in the best interests of the County, the Treasurer, by written order, may authorize the issuance of renewal, refunding or advance refunding Notes. The terms of such Notes, and the procedures incidental to their issuance, shall be set subject to Section 309 and, in appropriate cases, Article X.

III. SHORT-TERM NOTES

301. Authority. At the option of the Treasurer, exercisable by written order, Notes may be issued in accordance with this Article III. All references to "Notes" in Article III refer only to Notes issued pursuant to Article III, unless otherwise specified.

302. Date and Maturity. The Notes shall be dated as of their date of issuance or any prior date selected by the Treasurer and shall mature on such date not exceeding three years from the date of their issuance as may be specified by written order of the Treasurer.

303. Interest and Date of Record. The Notes shall bear interest payable monthly, quarterly, or semi-annually and at maturity at such rate or rates as may be determined by the Treasurer not exceeding the maximum rate of interest permitted by law on the date the Notes are issued. The date of record shall be not fewer than two nor more than 31 days before the date of payment, as designated by the Treasurer prior to the sale of the Notes.

304. Note Form. The form of Note shall be consistent with the prescriptions of this Resolution and shall reflect all material terms of the Notes. The Notes shall, in the discretion of the Treasurer and consistent with Section 205, either be payable to bearer or be issued in registered form. If issued in registered form, the Notes may be constituted as book-entry securities consistent with Section 208, notwithstanding any contrary provision of Section 308.

305. Denomination and Numbers. The Notes shall be issued in one or more denomination or denominations, as determined by the Treasurer. The Notes shall be numbered from one upwards in such order as the Treasurer determines.

306. Redemption. The authority and obligations of the Treasurer set forth in subsections (b) and (c) of Section 209 (in the case of fixed rate Notes), or Section 404 (in the case of variable rates Notes), as the case may be, shall apply also to Notes issued under Article III.

307. Sale of Notes. The authority and obligations of the Treasurer set forth in Sections 210 and 211 respecting Fixed Maturity Notes shall apply also to Notes issued under Article III.

308. Execution and Delivery. The authority and obligations of the Treasurer set forth in Section 212 respecting Fixed Maturity Notes shall also apply to Notes issued under Article III.

309. Renewal or Refunding Notes.

(a) The Treasurer may by written order authorize the issuance of renewal or refunding Notes (collectively the "Renewal Notes"). Renewal Notes shall be sold on the maturity date of, and the proceeds applied to the payment of debt service on, the Notes to be renewed. The maturities and repayment terms of the Renewal Notes shall be set by written order of the Treasurer.

(b) In the order authorizing Renewal Notes, the Treasurer shall specify whether the Notes shall be issued in accordance with this Article III, in which event the provisions of Article III shall govern the issuance of the Notes, or whether the Notes shall be issued in accordance with Article II, in which event the provisions of Article II shall govern the issuance of the Notes. The order shall also provide for and shall also govern with respect to:

- (i) the aggregate amount of the Renewal Notes;
- (ii) the date of the Renewal Notes;
- (iii) the denominations of the Renewal Notes;
- (iv) the interest payment dates of the Renewal Notes;
- (v) the maturity or maturities of the Renewal Notes;
- (vi) the terms of sale of the Renewal Notes;

(vii) whether any Renewal Notes issued in accordance with Article II shall be subject to redemption and, if so, the terms thereof; and

(viii) any other terms of the Renewal Notes consistent with, but not specified in, Article II or Article III.

(c) Regardless of whether Renewal Notes need be approved by prior order of the Department of Treasury, the Treasurer, pursuant to Section 89(5)(d) of Act 206, shall promptly report to the Department of Treasury the issuance of any Renewal Notes.

IV. VARIABLE INTEREST RATE

401. Variable Rate Option. At the option of the Treasurer, exercisable by written order, the Notes, whether issued pursuant to Article II or Article III, may be issued with a variable interest rate, provided that the rate shall not exceed the maximum rate of interest permitted by law.

402. Determination of Rate. The order of the Treasurer shall provide how often the variable interest rate shall be subject to recalculation, the formula or procedure for determining the variable interest rate, whether and on what terms the rate shall be determined by a remarketing agent in the case of demand obligations consistent with Section 801(d), and whether and on what terms a fixed rate of interest may be converted to or from a variable rate of interest. Such formula or procedure shall be as determined by the Treasurer, but shall track or float within a specified percentage band around the rates generated by any one or more of the following indices:

(i) Publicly reported prices or yields of obligations of the United States of America;

(ii) An index of municipal obligations periodically reported by a nationally recognized source;

(iii) The prime lending rate from time to time set by any bank or trust company in the United States with unimpaired capital and surplus exceeding \$40,000,000;

(iv) Any other rate or index that may be designated by order of the Treasurer provided such rate or index is set or reported by a source which is independent of and not controlled by the Treasurer or the County.

The procedure for determining the variable rate may involve one or more of the above indices as alternatives or may involve the setting of the rate by a municipal bond specialist provided such

rate shall be within a stated percentage range of one or more of the indices set forth above.

403. Date of Record. The Date of Record shall be not fewer than one nor more than 31 days before the date of payment, as designated by written order of the Treasurer.

404. Redemption. Notwithstanding any contrary provision of subsections (b) and (c) of Section 209, but subject to the last sentence of this Section 404, Notes bearing interest at a variable rate may be subject to redemption by the County and/or put by the holder at any time or times and in any order, as may be determined pursuant to written order of the Treasurer. Notes shall not be subject to redemption more frequently than monthly.

405. Remarketing, Repurchase and Resale.

(a) In the event Notes issued under this Article IV are constituted as demand obligations, the interest rate on the Notes shall be governed by, and shall be subject to, remarketing by a remarketing agent appointed in accordance with Section 801(c), under the terms of a put agreement employed in accordance with Section 801(d).

(b) The County shall be authorized, consistent with Act 206 and pursuant to order of the Treasurer, to participate in the repurchase and resale of Notes in order to reduce the cost of, or increase the revenue, attendant to the establishment of the Revolving Fund and the issuance and discharge of the Notes. Any purchase of Notes pursuant to this subsection (b) shall be made with unpledged monies drawn from revolving funds established by the County in connection with retired general obligation limited tax notes.

V. MULTIPLE SERIES

501. Issuance of Multiple Series. At the option of the Treasurer, exercisable by written order, the Notes issued under Article II, Article III or Article X may be issued in two or more individually designated series. Each series shall bear its own rate of interest, which may be fixed or variable in accordance with Article IV. Various series need not be issued at the same time and may be issued from time to time in the discretion of the Treasurer exercisable by written order. In determining the dates of issuance of the respective series, the Treasurer shall consider, among other pertinent factors, the impact the dates selected may have on the marketability, rating and/or qualification for credit support or liquidity support for, or insurance of, the Notes. The Notes of each such series shall be issued according to this Resolution in all respects (and the term "Notes" shall be deemed to include each series of Notes throughout this Resolution), provided that:

(a) The aggregate principal amount of the Notes of all series shall not exceed the maximum aggregate amount permitted under Section 103;

(b) Each series shall be issued pursuant to Article II or Article III, and different series may be issued pursuant to different Articles;

(c) Each series shall be issued pursuant to Section 502 or Section 503, and different series may be issued pursuant to different Sections;

(d) A series may be issued under Article II for one or more of the annual maturities set forth in Article II with the balance of the annual maturities being issued under Article II or under Article III in one or more other series, provided that the minimum annual maturities set forth in Section 203 shall be reduced and applied pro rata to all Notes so issued; and

(e) The Notes of all series issued pursuant to Article II above shall not, in aggregate, mature in amounts or on dates exceeding the maximum authorized maturities set forth in Section 203.

502. Series Secured Pari Passu. If the Notes are issued in multiple series pursuant to this Article V, each series of Notes may, by written order of the Treasurer, be secured *pari passu* with the other by the security described in and the amounts pledged by Article VII below. Moreover, such security may, pursuant to further written order of the Treasurer, be segregated in accordance with the following provisions.

(a) The Treasurer may by written order establish separate sub-accounts in the County's 2013 Note Reserve Account for each series of Notes, into which shall be deposited the amount borrowed for the Note Reserve Account for each such series.

(b) The Treasurer may by written order establish separate sub-accounts in the County's 2013 Note Payment Account for each series of Notes, and all amounts deposited in the Note Payment Account shall be allocated to the sub-accounts.

(c)(i) In the event separate sub-accounts are established pursuant to subsection (b) above, and subject to Paragraph (ii) below, the percentage of deposits to the County's 2013 Note Payment Account allocated to each sub-account may be set equal to the percentage that Notes issued in the corresponding series bears to all Notes issued under this Resolution or to any other percentage designated by the Treasurer pursuant to written order; provided that if the various series are issued at different times or if the various

series are structured with different maturity dates, (I) sums deposited in the Note Payment Account prior to the issuance of one or more series may upon the issuance of each such series be reallocated among the various sub-accounts established under Subsection (b) above to achieve a balance among the sub-accounts proportionate to the designated percentage allocation, and/or (II) deposits to the Note Payment Account may be allocated among the sub-accounts according to the total amount of debt service that will actually be paid from the respective sub-accounts.

(ii) Alternatively, the Treasurer may, by written order, rank the sub-accounts established under Subsection (b) above in order of priority, and specify that each such sub-account shall receive deposits only after all sub-accounts having a higher priority have received deposits sufficient to discharge all (or any specified percentage of) Notes whose series corresponds to any of the sub-accounts having priority.

(d) In the absence of a written order of the Treasurer to the contrary, the amounts in each sub-account established pursuant to this Section 502 shall secure only the Notes issued in the series for which such sub-account was established, until such Notes and interest on such Notes are paid in full, after which the amounts in such sub-account may, pursuant to written order of the Treasurer, be added pro rata to the amounts in the other sub-accounts and thereafter used as part of such other sub-accounts to secure all Notes and interest on such Notes for which such other sub-accounts were created, until paid in full. Alternatively, amounts held in two or more sub-accounts within either the Note Reserve Account or the Note Payment Account may be commingled, and if commingled shall be held *pari passu* for the benefit of the holders of each series of Notes pertaining to the relevant sub-accounts.

503. Series Independently Secured. If the Notes are issued in multiple series pursuant to this Article V, each series of Notes may, by written order of the Treasurer, be independently secured in accordance with this Section 503.

(a) Each series of Notes shall pertain to one or more taxing units, as designated by the Treasurer pursuant to written order, and no two series of Notes shall pertain to the same taxing unit. A school district, intermediate school district, or community college district extending beyond the boundaries of a city in which it is located may, pursuant to written order of the Treasurer, be subdivided along the boundaries of one or more cities and each such subdivision shall be deemed a taxing unit for purposes of this Section 503.

(b) Separate sub-accounts shall be established in the County's 2013 Tax Payment Account. Each sub-account shall receive the proceeds of one and only one series of Notes, and amounts shall be disbursed from the sub-account to only those taxing units designated as being in that series.

(c) In the event Notes are issued for deposit into the Project Account established under Section 701, separate sub-accounts shall be established in the Project Account. Each sub-account shall receive the proceeds of one and only one series of Notes, and amounts shall be disbursed from the sub-account only to accounts, sub-accounts and/or taxing units designated as being in the series corresponding to the sub-account from which disbursement is being made.

(d) A separate sub-account shall be established in the County's 2013 Note Reserve Account for each series of Notes, into which shall be deposited the amount determined by the Treasurer under Section 103 or Section 703 with respect to the series. Each sub-account shall secure one and only one series.

(e) A separate sub-account shall be established in the County's 2013 Note Payment Account for each series of Notes. Each sub-account shall be allocated only those amounts described in Section 704 which pertain to the taxing units included in the series corresponding to the sub-account. Chargebacks received from a taxing unit pursuant to Section 905 shall be deposited in the sub-account corresponding to the series in which the taxing unit is included. Amounts held in each sub-account shall secure the debt represented by only those Notes included in the series corresponding to the sub-account, and disbursements from each sub-account may be applied toward the payment of only those Notes included in the series corresponding to the sub-account.

(f) The amounts in each sub-account established pursuant to this Section 503 shall secure only the Notes issued in the series for which such sub-account was established until such Notes and interest on such Notes are paid in full, after which any amounts remaining in such sub-account shall accrue to the County and shall no longer be pledged toward payment of the Notes.

VI. TAXABILITY OF INTEREST

601. Federal Tax. The County acknowledges that the current state of Federal law mandates that the Notes be structured as taxable obligations. Consequently, the Notes shall, subject to Article X, be issued as obligations the interest on which is not excluded from gross income for purposes of Federal income tax.

602. State of Michigan Tax. Consistent with the treatment accorded all obligations issued pursuant to Act 206, interest on the Notes shall be exempt from the imposition of the State of Michigan income tax and the State of Michigan single business tax, and the Notes shall not be subject to the State of Michigan intangibles tax.

603. Change in Federal Tax Status. In the event there is a change in the Federal tax law or regulations, a ruling by the U.S. Department of Treasury or Internal Revenue Service establishes that the Notes may be issued as exempt from Federal income taxes or a change in Michigan law causes the Notes in the opinion of counsel to be exempt from federal income taxes, the Notes may be so issued.

VII. FUNDS AND SECURITY

701. Delinquent Tax Project Account. If the Notes are issued and sold before the Treasurer has received certification from the taxing units of the amount of the Delinquent Taxes and if such certification is not reasonably anticipated in time to allow distribution of the proceeds of the Notes within 20 days after the date of issue, a 2013 Delinquent Tax Project Account (the "Project Account") shall be established by the Treasurer as a separate and distinct fund of the County within its general fund. The Project Account shall receive all proceeds from the sale of the Notes, including any premium or accrued interest received at the time of sale. The Project Account shall be held in trust by an escrow agent until the monies therein are disbursed in accordance with this Article VII. The escrow agent shall be a commercial bank, shall be located in Michigan, shall have authority to exercise trust powers, and shall have a net worth in excess of \$25,000,000. The form and content of the agreement between the County and the escrow agent shall be approved by the Treasurer. Subject to the following sentence, monies deposited in the Project Account shall be expended only (i) for the purpose of funding the Tax Payment Account established under Section 702 and (ii) to the extent permitted by Act 206, for the purpose of paying the expenses of the offering of the Notes. In the event the Treasurer by written order so directs, additional funding of the Project Account may be undertaken, and any surplus proceeds remaining in the Project Account after the Treasurer has completed the funding of the Tax Payment Account may be transferred to either the 2013 Note Reserve Account created under Section 703 or the 2013 Note Payment Account created under Section 704. Monies in the Project Account may be disbursed by the escrow agent to the County's 2013 Tax Payment Account at any time and from time to time, upon receipt of a written requisition signed by the Treasurer.

702. 2013 Tax Payment Account. The County's 2013 Tax Payment Account (the "Tax Payment Account") is hereby established as a distinct account within the Revolving Fund. The Treasurer shall designate all or a portion of the proceeds of the Notes, not to exceed the amount of Delinquent Taxes, for deposit in the Tax Payment Account. If, however, the proceeds of the Notes are initially deposited in the Project Account

pursuant to Section 701, the Treasurer is instead authorized and directed to transfer monies included in the Project Account in accordance with the procedures set forth in Section 701. The County shall apply the monies in the Tax Payment Account to the payment of the Delinquent Taxes or expenses of the borrowing in accordance with Act 206. The allocation of monies from the Tax Payment Account may be made pursuant to a single, comprehensive disbursement or may instead be made from time to time, within the time constraints of Act 206, to particular taxing units as monies are paid into the Tax Payment Account, such that the source of the monies (whether from the County's own funds, from the proceeds of a tax exempt borrowing or from the proceeds of a taxable borrowing) may be traced to the particular taxing unit receiving the funds. Moreover, and regardless of whether multiple series of Notes are issued, the Tax Payment Account may be divided into separate sub-accounts in order to allow the Treasurer to designate which taxing units shall receive borrowed funds and which shall receive funds otherwise contributed by the County.

703. 2013 Note Reserve Account. In the event funding is provided as described in this Section 703, the Treasurer shall establish a 2013 Note Reserve Account (the "Note Reserve Account") as a distinct account within the Revolving Fund. After depositing all of the monies to fund the Tax Payment Account pursuant to Section 702, the Treasurer shall next transfer to the Note Reserve Account, either from the Project Account or directly from the proceeds of Notes, any proceeds remaining from the initial issuance of the Notes. In addition, the Treasurer may transfer unpledged monies from other County sources to the Note Reserve Account in an amount which, when added to any other amounts to be deposited in the Note Reserve Account, does not exceed the amount reasonably required for the Notes secured by the Reserve Account or, if less, 20% of the total amount of the Notes secured by the Reserve Account. Except as provided below, all monies in the Note Reserve Account shall be used solely for payment of principal of, premium, if any, and interest on the Notes to the extent that monies required for such payment are not available in the County's 2013 Note Payment Account. Monies in the Note Reserve Account shall be withdrawn first for payment of principal of, premium, if any, and interest on the Notes before County general funds are used to make the payments. All income or interest earned by, or increment to, the Note Reserve Account due to its investment or reinvestment shall be deposited in the Note Reserve Account. When the Note Reserve Account is sufficient to retire the Notes and accrued interest thereon, the Treasurer may order that the Note Reserve Account be used to purchase the Notes on the market, or, if the Notes are not available, to retire the Notes when due. If so ordered by the Treasurer, all or any specified portion of the Note Reserve Account may be applied toward the redemption of any Notes designated for redemption in accordance with Section 209.

704. 2013 Note Payment Account.

(a) The County's 2013 Note Payment Account is hereby established as a distinct account within the Revolving Fund. (The County's 2013 Note Payment Account, as supplemented by monies held in any interim account that are designated for transfer to the 2013 Note Payment Account, is herein referred to as the "Note Payment Account".) The Treasurer is directed to deposit into the Note Payment Account, promptly on receipt, those amounts described below in Paragraphs (i), (ii), (iv), and (v) that are not excluded pursuant to Subsection (c) below. Furthermore, the Treasurer may, by written order, deposit into the Note Payment Account all or any portion of the amounts described below in Paragraph (iii).

(i) All Delinquent Taxes.

(ii) All statutory interest on the Delinquent Taxes.

(iii) All property tax administration fees on the Delinquent Taxes, net of any amounts applied toward the expenses of this borrowing.

(iv) Any amounts which are received by the Treasurer from the taxing units within the County because of the uncollectability of the Delinquent Taxes.

(v) Any amounts remaining in the Project Account after the transfers to the Tax Payment Account and Note Reserve Account have been made as specified in Sections 702 and 703.

(b) Monies in the Note Payment Account shall be used by the County to pay principal of, premium, if any, and interest on the Notes as the same become due and payable.

(c)(i) The Treasurer may by written order provide that only a portion of the sums described above in Subsection (a) shall be deposited into the Note Payment Account and applied toward the payment of debt service on the Notes, in which event those sums which are withheld from the Note Payment Account shall be deposited into the Tax Payment Account or, pursuant to further order of the Treasurer, applied toward any other purpose consistent with Act 206. The portion of any sums described in Subsection (a) which are withheld from the Note Payment Account pursuant to this Subsection shall be determined in accordance with the following Paragraph.

(ii) Prior to the issuance of the Notes, the Treasurer may by written order specify a cut-off date not earlier than March 1, 2013, and only those sums payable to the Note Payment Account and received by the County after the cut-off date shall be applied to the Note Payment Account.

(d) The Treasurer may by written order provide that at such time as sufficient funds shall have been deposited into the Note Payment Account to pay all remaining amounts owed under the Notes the pledge on any additional monies otherwise payable to the Note Payment Account shall be discharged and such monies shall not be deposited into the Note Payment Account or otherwise pledged toward payment of the Notes.

(e) The Treasurer may by written order provide that in the event Notes are issued pursuant to Article III, amounts which would otherwise be included in the Note Payment Account or the Note Reserve Account (or any sub-account therein for a particular series of Notes) shall not include any amounts received by the County prior to the latest maturity date of any series of Notes previously issued under Article II and/or Article III.

705. Limited Tax General Obligation and Pledge.

(a) The Notes shall be the general obligation of the County, backed by the County's full faith and credit, the County's tax obligation (within applicable constitutional and statutory limits) and the County's general funds. The County budget shall provide that if the pledged monies are not collected in sufficient amounts to meet the payments of the principal and interest due on the Notes, the County, before paying any other budgeted amounts, shall promptly advance from its general funds sufficient monies to pay such principal and interest.

(b) In addition, the monies listed below are pledged to the repayment of the Notes and, subject to Section 901, shall be used solely for repayment of the Notes until the principal of, premium, if any, and interest on the Notes are paid in full:

(i) All amounts deposited or earned in any Project Account, until disbursed in accordance with Section 701;

(ii) All net proceeds from the sale of the Notes deposited or earned in the Tax Payment Account, until disbursed in accordance with Section 702;

(iii) All amounts deposited in the Note Payment Account pursuant to Section 704(a);

(iv) All amounts deposited in the Note Reserve Account;

(v) All amounts earned from the investment of monies held in the Note Payment Account or the Note Reserve Account; and

(vi) Any monies placed in the Note Payment Account and drawn in the discretion of the Treasurer from unpledged sums on the revolving funds, which pledge shall be subject to such limitations or exceptions as shall be set forth in the written order of the Treasurer.

(c) If the Notes shall be issued in various series pursuant to Article V, this pledge shall in the case of any independently secured series extend only to monies in accounts or sub-accounts pertaining to the particular series.

(d) If the amounts so pledged are not sufficient to pay the principal and interest when due, the County shall pay the same from its general funds or other available sources. Pursuant to written order of the Treasurer, the County may later reimburse itself for such payments from the Delinquent Taxes collected.

706. Security for Renewal, Refunding or Advance Refunding Notes. Renewal, refunding, or advance refunding Notes shall be secured by all or any portion of the same security securing the Notes being renewed, refunded or advance refunded. The monies pledged in Section 705 for the repayment of the Notes are also pledged for the repayment of the principal of, premium, if any, and interest on any renewal, refunding, or advance refunding Notes issued pursuant to this Resolution, and any such renewal, refunding, or advance refunding Notes shall be the general obligation of the County, backed by its full faith and credit, which shall include the tax obligation of the County, within applicable constitutional and statutory limits.

707. Use of Funds after Full Payment or Provisions for Payment. After all principal of, premium, if any, and interest on the Notes have been paid in full or provision made therefor by investments of pledged amounts in direct noncallable obligations of the United States of America in amounts and with maturities sufficient to pay all such principal, premium, if any, and interest when due, any further collection of Delinquent Taxes and all excess monies in any fund or account of the Revolving Fund, and any interest or income on any such amounts, may, pursuant to written order of the Treasurer and subject to Article V, be used for any proper purpose within the Revolving Fund including the securing of subsequent issues of notes.

VIII. SUPPLEMENTAL AGREEMENTS

801. Supplemental Agreements and Documents. The Treasurer, on behalf of the County, is authorized to enter into any or all of the following agreements or commitments as may, in the Treasurer's discretion, be necessary, desirable or beneficial in connection with the issuance of the Notes, upon

such terms and conditions as the Treasurer may determine appropriate:

(a) A letter of credit, line of credit, repurchase agreement, note insurance, or similar instrument, providing backup liquidity and/or credit support for the Notes;

(b) A reimbursement agreement, revolving credit agreement, revolving credit note, or similar instrument, setting forth repayments of and security for amounts drawn under the letter of credit, line of credit, repurchase agreement or similar instrument;

(c) A marketing, remarketing, placement, authenticating, paying or tender agent agreement or dealer agreement designating a marketing, remarketing, authenticating, paying, tender or placement agent or dealer and prescribing the duties of such person or persons with respect to the Notes; and

(d) A put agreement or provision allowing the purchaser of the Notes to require the County to repurchase the Notes upon demand at such times as may be provided in such put agreement or provision.

(e) An agreement to use amounts formerly pledged to other years borrowings as security for the Notes when no longer so pledged.

802. Revolving Credit Notes. If the Treasurer enters into a revolving credit agreement (the "Agreement") pursuant to Section 801 above, the Agreement may call for the issuance of one or more revolving credit notes (the "Revolving Credit Notes") for the purpose of renewing all or part of maturing Notes or Notes that have been put pursuant to a put agreement or provision. Such Revolving Credit Notes shall be issued pursuant to Article II or III, as appropriate, and in accordance with the following provisions:

(a) Interest on the Revolving Credit Notes may be payable on maturity, on prior redemption, monthly, bimonthly, quarterly, or as otherwise provided in the Agreement.

(b) The Revolving Credit Notes may mature on one or more date or dates not later than the final maturity date of the Notes, as provided in the Agreement.

(c) The Treasurer may, at the time of the original issuance of the Notes, execute and deliver one Revolving Credit Note in a maximum principal amount not exceeding the lending commitment under the Agreement from time to time in force (and may substitute one such Note in a lesser principal amount for another in the event the lending commitment is reduced), provided that a schedule shall be attached to such Note on which loans and repayments of principal and interest are evidenced and

further provided that the making of a loan and the evidencing of such loan on the schedule of any such Note shall constitute the issuance of a renewal Note for the purposes of this Resolution.

**IX.
MISCELLANEOUS PROVISIONS**

901. Expenses. Expenses incurred in connection with the Notes shall be paid from the property tax administration fees collected on the Delinquent Taxes and, if so ordered by the Treasurer, from any earnings on the proceeds of the offering or from other monies available to the County.

902. Bond Counsel. The Notes (and any renewal, refunding or advance refunding Notes) shall be delivered with the unqualified opinion of Axe & Ecklund, P.C., attorneys of Grosse Pointe Farms, Michigan, bond counsel chosen by the Treasurer, which selection may, at the option of the Treasurer, be for one or more years.

903. Financial Consultants. Stauder, BARCH & ASSOCIATES, Inc., Ann Arbor, Michigan, is hereby retained to act as financial consultant and advisor to the County in connection with the sale and delivery of the Notes.

904. Complete Records. The Treasurer shall keep full and complete records of all deposits to and withdrawals from each of the funds and accounts in the Revolving Fund and any account or sub-account created pursuant to this Resolution and of all other transactions relating to such funds, accounts and sub-accounts, including investments of money in, and gain derived from, such funds and accounts.

905. Chargebacks. If, by the date which is three months prior to the final maturity date of the Notes, sufficient monies are not on deposit in the Note Payment Account and the Note Reserve Account to pay all principal of and interest on the Notes when due, Delinquent Taxes not then paid or recovered at or prior to the latest tax sale transacted two or more months before the final maturity of the Notes shall, if necessary to ensure full and timely payment on the date of final maturity, be charged back to the local units in such fashion as the Treasurer may determine, and, subject to Article V, the proceeds of such chargebacks shall be deposited into the County's 2013 Note Payment Account no later than five weeks prior to the final maturity of the Notes. This Section 905 shall not be construed to limit the authority of the Treasurer under State law to charge back under other circumstances or at other times.

906. Investments. The Treasurer is authorized to invest all monies in the Project Account, in the Revolving Fund or in any account or sub-account therein which is established pursuant

to this Resolution in any one or more of the investments authorized as lawful investments for counties under Act No. 20, Public Acts of 1943, as amended. The Treasurer is further authorized to enter into a contract on behalf of the County under the Surplus Funds Investment Pool Act, Act No. 367, Michigan Public Acts of 1982, as amended, and to invest in any investment pool created thereby monies held in the Project Account, in the Revolving Fund, or in any account or sub-account therein which is established pursuant to this Resolution.

907. Mutilated, Lost, Stolen or Destroyed Notes. In the event any Note is mutilated, lost, stolen, or destroyed, the Treasurer may, on behalf of the County, execute and deliver, or order the Registrar or Paying Agent to authenticate and deliver, a new Note having a number not then outstanding, of like date, maturity and denomination as that mutilated, lost, stolen, or destroyed. In the case of a mutilated Note, a replacement Note shall not be delivered unless and until such mutilated Note is surrendered to the Treasurer or the Registrar or Paying Agent. In the case of a lost, stolen or destroyed Note, a replacement Note shall not be delivered unless and until the Treasurer and the Registrar or Paying Agent shall have received such proof of ownership and loss and indemnity as they determine to be sufficient.

ARTICLE X.
TAX-EXEMPT NOTES OR REFUNDING

1001. Refunding of Taxable Debt or Issuance of Tax-Exempt Debt. The County acknowledges that the current state of Federal law precludes the issuance of the Notes as obligations the interest on which is exempt from Federal income tax. However, the County presently contemplates that anticipated amendments to the Internal Revenue Code of 1986 (the "Code") and/or the Treasury Regulations issued thereunder (the "Regulations") or a change in Michigan law changing the character of the Notes may in the future permit the issuance of general obligation limited tax notes on a tax-exempt basis, and, in view of this expectation, the County, through the offices of the Treasurer, shall issue tax-exempt notes or issue obligations to refund any or all outstanding Notes issued as taxable obligations, at the time, on the terms, and to the extent set forth in this Article X.

1002. Timing of Refunding. The aforementioned refunding obligations (the "Refunding Notes") shall be issued after the effective date of any change in the Code, Regulations, Internal Revenue Service pronouncements or judicial rulings which, as confirmed by the written opinion of bond counsel, permit the refunding of all or some of the outstanding Notes with proceeds from obligations the interest on which is excluded from gross income for purposes of Federal income tax.

1003. Extent of Refunding. Subject to the other provisions of this Section 1003, the Refunding Notes shall refund all Notes outstanding at or after the effective date of any change in the law described in Section 1002. This Section 1003 shall not, however, be construed to require the refunding of any Note prior to the time such Note may be refunded on a tax-exempt basis, nor shall this Section 1003 be construed to require the refunding of any Note, if that refunding would result in greater cost to the County (including interest expense, professional fees and administrative outlays) than would arise if the Note were to remain outstanding.

1004. Confirmatory Action. Subsequent to any change in the law described in Section 1002, the Board shall convene to consider any terms of the Refunding Notes requiring specific ratification by the Board.

1005. Arbitrage Covenant and Tax Law Compliance. In the event tax-exempt Notes or Refunding Notes are issued pursuant to this Article X, the following covenants shall be observed by the County:

(i) the County will make no use of the proceeds of the Notes or Refunding Notes and will undertake no other intentional act with respect to the Notes or Refunding Notes which, if such use or act had been reasonably expected on the date of issuance of the Notes or Refunding Notes or if such use or act were intentionally made or undertaken after the date of issuance of the Notes or Refunding Notes, would cause the Notes or Refunding Notes to be "arbitrage bonds," as defined in Section 148 of the Internal Revenue Code of 1986, as amended (the "Code"), in the Regulations promulgated under Sections 103 and 148 of the Code or in any successor or supplementary provision of law hereinafter promulgated,

(ii) the County will undertake all actions as shall be necessary to maintain the Notes or Refunding Notes as obligations the interest on which qualifies for the tax exemption provided by Section 103(a) of the Code, including, where appropriate and without limitation, filing informational returns with the Secretary of Treasury, keeping accurate account of all monies earned in any fund, account or sub-account authorized by this Resolution or any resolution adopted in accordance with Section 1004 above, certifying cumulative cash flow deficits of the County and the local units, and investing any required portion of the gross proceeds of the Notes or Refunding Notes, whether on behalf of the County or the local units, in tax-exempt obligations or State and Local Government Series obligations, and

(iii) the County will make timely payment to the United States of any investment earnings, realized by the County on the gross proceeds of the Notes or Refunding Notes, as may be subject to rebate under Section 148(f) of the Code, and, to the

extent required under applicable law or deemed by the Treasurer to be in the best interest of the County pursuant to written order, the County's obligation to make such payment to the United States shall also account for excess investment earnings realized by local units on all or a portion of the gross proceeds distributed to, and held by, the local units pursuant to Section 702.

(iv) the Treasurer shall be directed to take such actions and to enter into such agreements and certifications, on behalf of the County, as the Treasurer shall deem necessary or appropriate to comply with the foregoing covenants.

1006. Undertaking to Provide Continuing Disclosure. If necessary, this Board of Commissioners, for and on behalf of the County of Ingham, hereby covenants and agrees, for the benefit of the beneficial owners of the Notes to be issued by the County, to enter into a written undertaking (the "Undertaking") required by Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule") to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be substantially in the form as approved by the Underwriter of the Notes. The Undertaking shall be enforceable by the beneficial owners of Notes or by the Underwriter on behalf of such beneficial owners (provided that the Underwriter's right to enforce the provisions of the Undertaking shall be limited to a right to obtain specific enforcement of the County's obligations hereunder and under the Undertaking), and any failure by the County to comply with the provisions of the Undertaking shall not be deemed a default with respect to the Notes.

The County Treasurer or other officer of the County charged with the responsibility for issuing the Notes shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the terms of the County's Undertaking.

Discussion followed. A vote was thereupon taken on the foregoing resolution and the vote for each such resolution was as follows:

AYES:

NAYS:

ABSTAIN:

A sufficient majority having voted therefor, the two resolutions appearing above were adopted.

STATE OF MICHIGAN

COUNTY OF INGHAM

I, _____, Clerk for the County of Ingham, do hereby certify that the above and foregoing is a true and correct copy of a resolution adopted by the Board of Commissioners of the County of Ingham, Michigan on _____, _____ as appears on record in my office, and that I have compared the same with the original and that it is a true transcript therefrom and of the whole thereof.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at Mason, Michigan this _____ day of _____, _____.

_____, Ingham County Clerk

[SEAL]

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Memo to County Services Committee and Finance Committee

From: Patrick E. Lindemann, Ingham County Drain Commissioner

Re: North Onondaga Drain Maintenance and Improvement Project

January 23, 2013

I am requesting that the Board of Commissioners grant full faith and credit of the County for the bonds that will finance the North Onondaga Drain Maintenance and Improvement Project. Such action by the Board is customary because it helps to obtain a lower interest rate on the bonds, resulting in lower costs for the landowners and municipalities who are liable to pay an assessment for benefit of the Project. There are 541 properties and 8444 acres within the North Onondaga Drain Maintenance and Improvement Project Special Assessment District. The municipalities with benefit at-large for the Project include the County of Ingham and the Townships of Leslie, Vevay, Onondaga, and Aurelius.

The North Onondaga Drain Maintenance and Improvement Project results from a 2009 petition submitted by Onondaga Township landowners to relieve the flooding that was occurring on properties along Gould Road. In July 2009, a statutory Board of Determination found that the petitioned maintenance and improvement of the Drain was necessary. During that Board of Determination hearing, testimony was given about additional flooding problems at other locations within the Drainage District. After that hearing, I held two public scope meetings to gather further public input on the Drain problems and to discuss the various alternatives for resolving the problems. My staff and I have also met with many affected landowners and municipalities over the course of the last several years as the scope of the Project has taken shape.

The final Project as bid involves sediment and debris removal, bank repair, culvert replacement, and tile repair and replacement within the approximately 7.29 miles of the Main Drain. This work will return the Main Drain to its original design capacity to convey flows properly. In addition, three branches will be added to the Main Drain to relieve flooding conditions within the District. Two of the branches will be located within the rights-of-way of Plains and Gould County Roads, and will include the addition of tile and ditches along approximately 1.36 miles of these roads. The third branch to be added will be located within an open channel originally dug in the 1930s under the Works Progress Administration. Construction bids were opened January 15, 2013, with the lowest responsible bid received from Jackson Dirt Works. The Project is expected to commence in March 2013 and is expected to be completed by September 2013.

Please note that, although the Project bids have been received, the total computation of cost for the Project has not been finalized as of the writing of this memo. As a result, a "not-to-exceed" amount is included in the Full Faith and Credit Resolution that is attached. I anticipate having the final Project cost available for you at your Committee meetings on February 5th and 6th.

Thank you for consideration of my request. It is an honor and a privilege to serve the citizens, municipalities, and businesses of Ingham County.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION PLEDGING FULL FAITH AND CREDIT TO
NORTH ONONDAGA DRAIN DRAINAGE DISTRICT 2013 BONDS

RESOLUTION # _____

Minutes of a regular meeting of the Board of Commissioners of Ingham County, Michigan, held in the Ingham County Courthouse, Mason, Michigan, on _____, 2013, at 6:30 p.m. local time.

PRESENT: Commissioners _____

ABSENT: Commissioners _____

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

WHEREAS, pursuant to a petition filed with the Drain Commissioner of the County of Ingham, State of Michigan (the "Drain Commissioner"), proceedings have been taken under the provisions of Act 40, Public Acts of Michigan, 1956, as amended (the "Act"), for the making of certain intra-county drain improvements referred to as the North Onondaga Drain Petition Project (the "Project") which is being undertaken by the North Onondaga Drain Drainage District (the "Drainage District") in the North Onondaga Drain Special Assessment District (the "Special Assessment District"); and

WHEREAS, the Project is necessary for the protection of the public health, and in order to provide funds to pay the costs of the Project, the Drain Commissioner intends to issue the Drainage District's bonds (the "Bonds") in an amount not to exceed \$ 2,200,000 pursuant to the Act; and

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

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

WHEREAS, the pledge of the full faith and credit of the County to the Bonds will reduce the cost of financing the Project and will be a benefit to the people of the County.

NOW, THEREFORE, IT IS RESOLVED as follows:

1. The County pledges its full faith and credit for the prompt payment of the principal of and interest on the Bonds in a par amount not to exceed \$2,200,000. The County shall immediately advance sufficient moneys from County funds, as a first budget obligation, to pay the principal of and interest on any of the Bonds should the Drainage District fail to pay such amounts when due. The County shall, if necessary, levy a tax on all taxable property in the County, to the extent other available funds are insufficient to pay the principal of and interest on the Bonds when due.

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

3. The Chairperson of the Board, the County Clerk, the County Treasurer and any other official of the County, or any one or more of them, are authorized and directed to take all actions necessary or desirable for the issuance of the Bonds, and to execute any documents or certificates necessary to complete the issuance of the Bonds, including, but not limited to, any applications including the Michigan Department of Treasury Application for State Treasurer's Approval to Issue Long-Term Securities, any waivers, certificates, receipts, orders, agreements, instruments, and any certificates relating to federal or state securities laws, rules or regulations.

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

YEAS: Commissioners _____

NAYS: Commissioners _____

ABSTAIN: Commissioners _____

COUNTY SERVICES:

Yeas: _____

Nays: _____ Absent: _____ Approved: _____

FINANCE:

Yeas: _____

Nays: _____ Absent: _____ Approved: _____

RESOLUTION DECLARED ADOPTED.

Barb Byrum, County Clerk, Ingham County

STATE OF MICHIGAN)
) SS
COUNTY OF INGHAM)

I, Barb Byrum, the duly qualified and acting Clerk of Ingham County, Michigan (the "County") do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a meeting held on _____, 2013, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267 of the Public Acts of Michigan of 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my signature this ____ day of _____, 2013.

Barb Byrum, County Clerk
Ingham County

Memo to County Services Committee and Finance Committee

From: Patrick E. Lindemann, Ingham County Drain Commissioner

Re: Burrell Intercounty Drain Petition Project

January 24, 2013

I am requesting that the Board of Commissioners grant full faith and credit of the County for the Note that will finance the Burrell Intercounty Drain petition project. Such action by the Board is customary because it helps to obtain a lower interest rate on the notes or bonds, resulting in lower costs for the municipalities and property owners of the drainage district who are liable to pay for benefit of the project. The municipality with benefit at-large for this project is Lansing Charter Township. The County of Ingham will receive an at-large assessment for benefit to county roads. There are 4 properties within the Special Assessment District in Ingham County for this project.

The project results from a petition submitted by the Eaton County Road Commission to alleviate road flooding and cave-ins on East and West Thomas L Parkway in Delta Township. Ingham County parcels and portions of Waverly Road drain through the Burrell system to another intercounty drain and thence to the Grand River, north of Willow Street and west of Waverly. The construction bids have been opened and the resulting cost for the entire project is to be \$725,000.

The Intercounty Drain Board has set the Ingham County share of the project at 5%, or \$36,250. This is the amount for which I am requesting the Full Faith and Credit of Ingham County. I have divided that amount among the four property owners, Lansing Township and Ingham County (for benefit to county roads). The Day of Review has been held on my proposed assessment roll, with no appeals expected. Project construction is expected to commence in the spring, with completion by the end of the summer. (All construction is to be done in Eaton County.)

The Drain Code provides that any entity liable for a multi-year drain assessment may pay it completely at any time, paying interest only to the date of payment. Additionally, should an entity such as the County wish to pay all or part of its assessment before the funds are borrowed by the Intercounty Drain Board, that can be arranged through my staff so that the Drainage District does not have to borrow the amount prepaid and so that the County pays no interest on the prepayment. In the case of the Burrell, I would need to know the County's decision by February 13.

I plan on attending your Committee meetings on February 5th and February 6th and, if requested, the Board meeting on February 12th to answer questions. Thank you for consideration of my request.

It is an honor and privilege to serve the citizens of Ingham County.

RESOLUTION NO. _____

COUNTY OF INGHAM

STATE OF MICHIGAN

**RESOLUTION TO AUTHORIZE PLEDGE OF COUNTY OF INGHAM'S
FULL FAITH AND CREDIT FOR DRAIN BONDS FOR BURRELL INTERCOUNTY DRAINAGE
DISTRICT**

Minutes of a regular meeting of the Board of Commissioners of the County of Ingham, Michigan, held in the Ingham County Courthouse, 345 S. Jefferson, Mason, Michigan, on the ___ day of February, 2013, at 6:30 p.m. Local Time.

PRESENT: Commissioners: _____

ABSENT: Commissioners: _____

The following preamble and resolution were offered by _____ and supported by _____:

WHEREAS, pursuant to the Drain Code of 1956, as amended, being Act 40 of the Public Acts of Michigan of 1956, as amended ("Act 40"), a county may pledge its full faith and credit for the payment of obligations issued pursuant to Act 40, if the board of commissioners of the county adopts a resolution by a majority of its membership to that effect; and

WHEREAS, the Eaton County Drain Commissioner, at the request of the intercounty drainage board (the "Drainage Board") for the Burrell Intercounty Drainage District (the "Drainage District"), has undertaken proceedings for the partial reconstruction and improvement of the Burrell Intercounty Drain under the provisions of Chapter 8 of Act 40; and

WHEREAS, the Drainage District, acting by and through the Drainage Board intends to issue drain bonds and/or notes (the "Bonds") in the aggregate principal amount of not to exceed \$725,000, in anticipation

of the collection of an equal amount of special assessments against property and public corporations in the Drainage District, which includes properties located within the County and the County of Eaton, said special assessments having been duly confirmed as provided in Act 40; and

WHEREAS, 5% of the cost of the Project to be financed by the Bonds has been apportioned by the Drainage Board to the County of Ingham and 95% of the of the cost of the Project to be financed by the Bonds has been apportioned by the Drainage Board to the County of Eaton; and

WHEREAS, the proposed Bonds of the Drainage District are to be designated “Drainage Bonds, Series 2013,” and will bear interest at a rate not exceeding 5% per annum; and

WHEREAS, on behalf of the Drainage District, the Drain Commissioner deems it advisable and necessary to obtain from this Board a resolution consenting to the pledge of the full faith and credit of the County on the Bonds; and

WHEREAS, the improvements to said Drain are necessary to protect and preserve the public health and therefore it is in the best interest of the County of Ingham that the Bonds be sold.

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. Pursuant to the authorization provided in Section 276 of Act 40, the Ingham County Board of Commissioners does hereby irrevocably pledge the full faith and credit of the County of Ingham for the prompt payment of the principal of and interest on the Bonds to the extent of special assessments against property and public corporations located within the County, and does agree that in the event that the property owners or public corporations in the County of Ingham shall fail or neglect to account to the Ingham County Treasurer for the amount of any special assessment installment and interest (in anticipation of which the Bonds are issued), when due, then the amount thereof shall be immediately advanced from County funds, and the County Treasurer is directed to immediately make such advancement to the extent necessary.

2. In the event that, pursuant to said pledge of full faith and credit, the County of Ingham advances out of County funds, all or any part of said installment and interest, it shall be the duty of the County Treasurer and the County Drain Commissioner, for and on behalf of the County of Ingham, to take all actions and proceedings and pursue all remedies permitted or authorized by law for the reimbursement of such sums so paid.

3. The County Treasurer and County Drain Commissioner are each hereby separately authorized and directed to execute and file on behalf of the County and/or Drainage District any necessary application or request for exception, necessary or required by Act 40 or the Revised Municipal Finance Act, Act 34 of the Public Acts of Michigan of 2001, as amended, for the issuance of the Bonds.

4. All resolutions and parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

YEAS: Commissioners: _____

NAYS: Commissioners: _____

ABSTAIN: Commissioners: _____

RESOLUTION DECLARED ADOPTED.

Barbara Byrum
County Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF INGHAM)

I, Barbara Byrum, the duly qualified and acting Clerk of the County of Ingham, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the County Board of Commissioners at a regular meeting thereof held on the ___ day of February, 2013, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting, notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have affixed my official signature this ___ day of February, 2013.

Barbara Byrum
County Clerk

MEMORANDUM

To: County Services & Finance Committees

From: William Conklin, Managing Director
Department of Transportation & Roads

Date: January 24, 2013

Subject: Re-authorization of 2013 Precision Accounting Software Maintenance Fee

This is a recommendation for the Board of Commissioners to re-authorize the Road Department's 2013 annual accounting software license, maintenance and subscription fee with Precision Computer Solutions, Incorporated.

The authorization amount requested, \$14,655, equals last year's fee. There has been no increase in this fee since 2011.

The Road department uses Precision accounting software for all our financial, purchasing, and accounting functions. Michigan PA 51 of 1951 as amended governs the Road department's receipt of Michigan Transportation Fund (MTF) revenue and requires accounting and annual reporting of MTF usage. Precision software provides functionality necessary for this purpose not provided by the County's MUNIS accounting software.

The annual maintenance fee provides technical support and software updates when necessary. Precision software is frequently updated and needs to be kept current to function properly and be supported by Precision who is the sole provider of this software and service.

Board approval of the attached resolution to authorize the Road Department's 2013 annual accounting software license, maintenance and subscription fee with Precision Computer Solutions, Incorporated for \$14,655 is recommended.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO RE-AUTHORIZE AN ANNUAL SOFTWARE MAINTENANCE CONTRACT
WITH PRECISION COMPUTER SOLUTIONS, INCORPORATED**

WHEREAS, the Road Department uses accounting software provided by Precision Computer Solutions, Incorporated, (Precision) for all its financial, purchasing, and accounting functions; and

WHEREAS, Michigan PA 51 of 1951 as amended governs the Road department's receipt of Michigan Transportation Fund (MTF) revenue and requires accounting and annual reporting of MTF usage, and Precision software provides functionality necessary for this purpose not provided by the County's MUNIS accounting software; and

WHEREAS, Precision charges an annual software maintenance fee which provides technical support and software updates when necessary; and

WHEREAS, Precision software is frequently updated and needs to be kept current to function properly and be supported by Precision who is the sole provider of this software and service; and

WHEREAS, the requested authorization amount, \$14,655.00, is equal to that from last year; and

WHEREAS, the Department of Transportation and Roads Managing Director and the Department of Financial Services Director have recommended that the Board of Commissioners authorize this software maintenance renewal contract with Precision.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes renewal and payment of the Road Department's annual accounting software maintenance agreement with Precision Computer Solutions, Incorporated, Port Huron, Michigan, for \$14,655.00, for the calendar year 2013.

MEMORANDUM

To: County Services Committee

From: Francisco Llinas, Permits/Development Supervisor
Robert Peterson, Director of Engineering
Department of Transportation & Roads

Date: December 7, 2012

Subject: Variance Request for Douglas J Mixed Use Development

Douglas J Housing - Okemos, LLC is requesting to develop a mixed use planned unit development consisting of a new 24,132 square foot salon and spa building and a separate 19,383 square foot mixed use building with approximately 6,461 square feet of retail space and 12 apartments. The C-2 commercial zoned development is located on approximately 1.5 acres of land at the northwest corner of Okemos Road and Hamilton Road, part of Section 21, Meridian Township. The property is currently occupied by the "Tuba Museum" restaurant, White Brothers music store, and a two story residential building. All three buildings will be razed and removed from the site.

The Meridian Township Board granted approval of the project on September 18, 2012.

ISSUES:

In accordance with the Department of Transportation & Road's, Rules, Standards and Procedures for Driveways, Banners and Parades Upon or Over Ingham County Road Commission Right-of-Way the placement of permanent structures must be located outside of the public road right-of-way unless a variance from the standards is granted by the Department of Transportation & Road's governing body.

Therefore, the proprietor is requesting a variance for the following:

1. Balconies on the second and third floors of the proposed retail and residential building will encroach into the public road right-of-way of Ardmore Street by 2-feet.
2. The installation of a retaining wall in the public road right-of-way along Ardmore Street for a sidewalk and seating area, adjacent to the proposed retail and residential building.
3. The installation of landscaping and placement of bike racks, benches and trash receptacles along the right-of-way of Hamilton Road and Ardmore Street.

RECOMMENDATION:

Proposed encroachments within the public road rights-of-way of Ardmore Street and Hamilton Road will not have an adverse effect on the safety or clear vision along the perimeter of the development.

Approval of the attached resolution is recommended.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THREE VARIANCES
FOR THE PROPOSED DOUGLAS J HOUSING, LLC DEVELOPMENT**

WHEREAS, Douglas J Housing - Okemos, LLC is requesting to develop a mixed use planned unit development consisting of a new 24,132 square foot salon and spa building and a separate 19,383 square foot mixed use building with approximately 6,461 square feet of retail space and 12 apartments; and

WHEREAS, The Road Department has jurisdiction of the public road rights-of-way affected by the proposed Douglas J Housing - Okemos, LLC development; and

WHEREAS, Road Department Rules, Standards and Procedures for Driveways, Banners and Parades Upon or Over ICDTR Right-of-Way the placement of permanent structures must be located outside of the public road right-of-way unless a variance from the standards is granted by the ICDTR governing body; and

WHEREAS, Douglas J Housing - Okemos, LLC is requesting a variance for the following:

1. Balconies on the second and third floors of the proposed retail and residential building will encroach into the public road right-of-way of Ardmore Street by 2-feet.
2. The installation of a retaining wall in the public road right-of-way along Ardmore Street for a sidewalk and seating area, adjacent to the proposed retail and residential building.
3. The installation of landscaping and placement of bike racks, benches and trash receptacles along the right-of-way of Hamilton Road and Ardmore Street.

WHEREAS, the Department of Transportation and Roads, Permits/Development Supervisor and Director of Engineering has recommended that the Board of Commissioners recommend approval of said variances.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the requested Douglas J Housing - Okemos, LLC variances, as recommended by Department of Transportation and Roads staff.

MEMORANDUM

TO: COUNTY SERVICES AND FINANCE

DATE : JANUARY 23, 2013

FROM: STACY BYERS

SUBJECT: APPROVAL TO CLOSE ON SCHWAB, THORBURN AND NUSSDORFER PROPERTIES

The Farmland and Open Space Preservation Board received applications for the 2011 cycle from May to September 2011. In accordance with the Ordinance, the FOSP Board scored and ranked the applications based on the approved 2011 selection criteria. In 2012, the BOC adopted a resolution that established the Ingham County Purchasing Department as its designee responsible for establishing and implementing a competitive process for negotiating the purchase price of the permanent conservation easement. Through that process, three properties are being recommended for purchase by the Purchasing Department. See memo from Jim Hudgins, Purchasing Director.

The FOSP Board has money in the budget to close on the three properties and cover all closing costs.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING PROCEEDING TO CLOSE PERMANENT CONSERVATION EASEMENT DEEDS ON THORBURN, SCHWAB AND NUSSDORFER PROPERTIES

WHEREAS, Ingham County desires to provide for the effective long-term protection and preservation of farmland in Ingham County from the pressure of increasing residential and commercial development; and

WHEREAS, by Resolution #04-210, Ingham County established an Agricultural Preservation Board (currently known as the Farmland and Open Space Board), charged with reducing sprawl and encouraging wise land use by purchasing development rights from owners of undeveloped rural land who might otherwise be forced by economic circumstances to develop their land; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has scored and ranked all applications received for the 2011 cycle approved by Resolution #11-032 and;

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has executed a Cooperative Agreement between Ingham County and the United States of America (The United States), acting by and through the United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS) on behalf of the Commodity Credit Corporation (CCC) to purchase permanent conservation easements on the Nussdorfer and Schwab properties; and

WHEREAS, the Ingham County Purchasing Department negotiated prices to be paid for the Conservation Easement Deeds through a "Bid" process and has submitted a final summary, as attached; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has funding in place to close Permanent Conservation Easement Deeds on the Thorburn, Schwab, and Nussdorfer properties.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves proceeding to close on the Thorburn, Schwab and Nussdorfer properties at a price not to exceed the amount listed in the chart below:

<u>Name</u>	<u>Appraisal</u>	<u>CE Price</u>	<u>Landowner</u>	<u>County</u>	<u>Federal</u>
Schwab	\$87,000.00	\$85,000.00	\$2,000.00	\$51,850.00	\$33,150.00
Nussdorfer	\$83,000.00	\$83,000.00	\$0.00	\$50,630.00	\$32,370.00
Thorburn	\$119,000.00	\$94,000.00	\$25,000.00	\$94,000.00	\$0.00

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

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A FUND TRANSFER
TO THE POTTER PARK ZOOLOGICAL SOCIETY FOR 2013 MARKETING**

WHEREAS, the electorate of Ingham County overwhelmingly approved the millage renewal proposal in November of 2010 to fund the operation and improvement of Potter Park and the Potter Park Zoo; and

WHEREAS, the Potter Park Zoological Society is a private, 501c(3) nonprofit, fundraising organization that raises funds to support the Zoo; and

WHEREAS, in that capacity the Zoological Society supports: Marketing, Educational Programming, the Docent Association, the Teen Zookeeper Program, Special Events and the Zookambi Summer Camp; and

WHEREAS, the Zoological Society operates on a \$1,600,000 budget, all of which is spent on supporting the Potter Park Zoo through educational programming, special events, operating costs, and capital improvements; and

WHEREAS, the Potter Park Zoological Society Board of Directors is comprised of eight prominent community leaders; and

WHEREAS, the Ingham County Board of Commissioners approved the transfer of \$60,000 from the proceeds of the Potter Park Zoo Millage to the Potter Park Zoological Society for an 2012 marketing purposes; and

WHEREAS, the Potter Park Zoological Society Board has proposed \$15,000 for advertising within the 2013 Society budget for a total of \$75,000 to be spent on advertising and marketing.

THEREFORE BE IT RESOLVED, the Board of Commissioners approves a transfer of \$60,000 from the proceeds of the Potter Park Zoo Millage to be used by the Potter Park Zoological Society for the 2013 marketing of the Potter Park Zoo.

BE IT FURTHER RESOLVED, that the Controller/Administrator be authorized to make the necessary transfer of funds.

MEMORANDUM

TO: Law & Courts, County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: January 23, 2013

SUBJECT: **RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH F.D. HAYES ELECTRIC COMPANY FOR THE PURPOSE OF INSTALLING ELECTRICAL CIRCUITS FOR VIDEO VISITATION UNITS AT THE INGHAM COUNTY JAIL AND HUMAN SERVICES BUILDING**

The resolution before you authorizes awarding a contract to F.D. Hayes Electric Company of Lansing, for the purpose of installing the electrical circuits necessary for the installation of 55 Video Visitation Units. These units will be provided and installed by Securus, at the Ingham County Jail and the Human Services Building. The contract amount is \$15,820.00 along with a contingency in the amount of \$1,600.00 for a total cost not to exceed \$17,420.00.

F.D Hayes Electric Company of Lansing, who submitted the lowest responsive and responsible bid, was chosen after going through a competitive bidding process and has the recommendation of both the Purchasing and Facilities Departments. Due to the scope and size of this project, it is necessary to contract with a qualified and experienced firm. F.D. Hayes Electric Company has performed extensive electrical and communications work for the County over the years and we are confident that they will provide us with the quality of service we need to complete this project successfully.

The funds for this project are available through the Inmate Stores Trust Fund, account #595-30110-726010.

I recommend approval of this resolution.

MEMORANDUM

TO: Finance, County Services, and Law & Courts Committees
 FROM: Jim Hudgins, Director, Purchasing Department
 DATE: January 23, 2013
 SUBJECT: Proposal Summary for Video Visitation Wiring Services

Project Description:

Proposals were sought from experienced and qualified electrical firms or individuals for the purpose of entering into a contract to install wiring for the installation of fifty-five County-supplied video visitation units – fifty-three at the Ingham County Jail and two at the Human Services Building. Another vendor, Securus Technologies, will install the video arraignment systems. This has already been approved by the board on June 12, 2012 with Resolution #12-183: Resolution to Authorize an Amendment of the Current Contract with Securus Technologies to Install a Managed Inmate Video Visitation System.

Proposal Summary:

Vendors contacted: 24 Local: 11
 Vendors responding: 3 Local: 2

VENDOR NAME	Installation	Grand Total Cost	Local Pref
F.D. Hayes Electric Co.	30 days	\$15,820	Yes - Lansing
Centennial Electric LLC	30 days	\$16,750	No - Grand Ledge
R.M. Electric Inc	30 days	\$21,940	Yes - Lansing

4 vendors were at the mandatory pre-proposal meeting.

Local Vendors Not Responding:

1. B & D Electric Inc., Lansing – no bid submitted due to their work load.
2. Superior Electric of Lansing, Inc., Lansing – no bid submitted due to their work load.

Recommendation:

It is the recommendation of the Evaluation Committee to award a contract to F.D. Hayes Electric Co. in an amount not to exceed \$17,420 which is reflective of the payment of prevailing wages and a \$1,600 contingency for any unforeseen issues that may arise during the project. F.D. Hayes Electric Co. is a local Ingham County vendor, submitted the lowest responsive and responsible bid, and has the experience and references required for this project.

Advertisement:

The RFP was advertised in the City Pulse, the New Citizens Press, and posted on the Purchasing Department Web Page.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A CONTRACT WITH F.D. HAYES ELECTRIC COMPANY
TO PROVIDE ELECTRICAL CIRCUITS FOR THE INSTALLATION OF 55 VIDEO VISITATION
UNITS AT THE INGHAM COUNTY JAIL AND THE HUMAN SERVICES BUILDING**

WHEREAS, Securus will be providing and installing the 55 Video Visitation Units at the Ingham County Jail and the Human Services Building; and

WHEREAS, extensive electrical work, including additional circuits, is necessary to complete this installation; and

WHEREAS, the Purchasing Department solicited proposals to include all labor, materials, and equipment needed to provide the electrical circuits necessary for the installation of the Video Visitation Units and after review of these bids, it is the recommendation of both the Purchasing and Facilities Departments to award a contract to F.D.Hayes Electric Company, who submitted the lowest responsive and responsible bid in the amount of \$15,820.00, which also reflects the payment of prevailing wage; and

WHEREAS, a contingency in the amount of \$1,600.00 is being requested for any unforeseen circumstances that may arise, bringing the total to a not to exceed cost of \$17,420.00; and

WHEREAS, funds for this work are available in the Inmate Stores Trust Fund, account number 595-30110-726010.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes awarding a contract to F.D. Hayes Electric Company, 2301 Beal Ave., Lansing, Michigan 48910, for the installation of the electrical circuits necessary for the installation of the Video Visitation Units at the Ingham County Jail and the Human Services Building for an amount of \$17,420.00, which includes a contingency in the amount of \$1,600.00.

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: Law & Courts, County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: January 24, 2013

SUBJECT: **RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH DLZ MICHIGAN, INC. TO PROVIDE ARCHITECTURAL AND ENGINEERING (A&E) SERVICES FOR THE REPLACEMENT OF THE COOLING TOWER AT THE INGHAM COUNTY JAIL**

The resolution before you authorizes awarding a contract to DLZ Michigan, Inc. to provide A&E Services for the replacement of the cooling tower at the Ingham County Jail. The unit is over 30 years old and is leaking. The unit is beyond repair and at the current rate of deterioration, the unit will fail and the Jail will be left without air conditioning.

DLZ Michigan, Inc., who submitted the lowest responsive and responsible bid of \$12,900.00, were chosen, after going through a competitive bidding process, and have the recommendation of both the Purchasing and Facilities Departments.

The funds for this project are available within CIP Line Item 245-31199-97600-3FC01 which is for the cooling tower replacement at the Jail.

I recommend approval of this resolution.

MEMORANDUM

TO: Law & Courts, County Services, and Finance Committees
FROM: Jim Hudgins, Director, Purchasing Department
DATE: January 24, 2013
SUBJECT: Proposal Summary – Professional Engineering Services For the Replacement of the Cooling Tower at the Ingham County Jail

Project Description:

Proposals were sought from qualified and experienced engineering firms for the purpose of entering into a contract to provide professional engineering services for the replacement of a 30-year old cooling tower at the Ingham County Jail.

Proposal Summary:

Vendors contacted: 6 Local: 6
Vendors responding: 2 Local: 2

Table with 5 columns: Company Name, Phase I, Phase II, Bid Total, Local. Rows include DLZ Michigan Inc. and C2AE.

Late Bid:

1. Jones & Henry Engineers, LTD, Kalamazoo – Bid not accepted and returned to vendor since it was turned in past the deadline.

Local Vendors Not Responding:

- 1. Matrix Consulting Engineers, Lansing - No bid submitted due to insufficient time to respond due to their work load.
2. Larkin Engineering, LLC, Williamston – No bid submitted since they do not meet the insurance requirements.

Other Vendors Not Responding:

1. Tower Pinkster, Kalamazoo – No bid submitted due to their work load.

Recommendation:

It is the recommendation of the Evaluation Committee to award a contract to DLZ Michigan Inc. in an amount not to exceed \$12,900. DLZ Michigan Inc. is a local Ingham County vendor, submitted the lowest responsive and responsible bid, and has the experience and references required for this project.

Advertisement:

The RFP was advertised in the City Pulse, El Central, and posted on the Purchasing Department Web Page.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH
DLZ MICHIGAN, INC. TO PROVIDE ARCHITECTURAL AND ENGINEERING SERVICES
FOR THE REPLACEMENT OF THE COOLING TOWER AT THE INGHAM COUNTY JAIL**

WHEREAS, the current cooling tower is over 30 years old and is leaking; and

WHEREAS, the unit is beyond repair and at the current rate of deterioration it will fail, leaving the Jail without air conditioning; and

WHEREAS, the Purchasing Department submitted proposals and after careful review of the bids, it is the recommendation of both the Purchasing and Facilities Departments to award a contract to DLZ Michigan, Inc. who submitted the lowest responsive and responsible bid to provide Architectural and Engineering Services for the replacement of the cooling tower at the Jail, in the amount of 12,900.00; and

WHEREAS, the funds for this project are available within CIP Line Item 245-31199-97600-3FC01, which is for the cooling tower replacement at the Jail.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes entering into a contract with DLZ Michigan, Inc., 1425 Keystone Avenue, Lansing, MI. 48911, for Architectural and Engineering Services for the replacement of the cooling tower at the Jail for a not to exceed cost of \$12,900.00.

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: Human Services Committee
Finance Committee

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: January 24, 2013

RE: Recommendation to Accept School-Based Health Center Capital Grant Funds From the Health Resources and Services Administration

The Health Department's Community Health Centers has received funding from the Health Resources and Services Administration (HRSA) through its Affordable Care Act (ACA) Grants for School-Based Health Centers Capital Program.

To meet the needs of the Ingham County Community, in its application, Health Department proposed to use \$500,000 in capital funds for the following activities:

1. Purchase a fully equipped mobile medical/dental health vehicle. This mobile health center will increase capacity to serve children in schools as well as women and children in the area's homeless shelters.
2. Purchase equipment to update and expand services related to Registration and Enrollment throughout the community health centers.
3. Purchase moveable exam room and office equipment to provide safe and effective health care to students at the newly opened Eastern Health Center, a school-based health center located within Lansing School District's Eastern High School.

The Health Department requested and received \$500,000 to achieve the above stated goals. I recommend that the Board of Commissioners authorizes the acceptance of up to \$500,000 in funding from the Health Resources and Services Administration.

c: Debbie Brinson, w/attachment
Barb Mastin, w/attachment
John Jacobs, w/attachment
Jan Kimble, w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT \$500,000 IN SCHOOL-BASED HEALTH CENTERS CAPITAL PROGRAM FUNDS FROM THE HEALTH RESOURCES AND SERVICES ADMINISTRATION

WHEREAS, as a Health Center Program Grantee, the Health Department's Community Health Centers received funds from the Affordable Care Act (ACA) Grants for School-Based Health Centers Capital Program from the Health Resources and Services Administration in the amount of \$500,00; and

WHEREAS, the purpose of these awards was to address significant and pressing capital needs to improve service delivery and support the expansion of services at School-Based Health Centers throughout the country; and

WHEREAS, the Health Department proposes to use these funds for the following: The purchase of a fully equipped mobile medical/dental health vehicle; to purchase equipment to update and expand services related to Registration and Enrollment Unit; and to purchase moveable exam room and office equipment to provide safe and effective health care to students at the newly opened Eastern Health Center, a school-based health center located within Lansing School District's Eastern High School; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes the acceptance of up to \$500,000 in funding from the Health Resources and Services Administration.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the acceptance of up to \$500,000 in funding from the Health Resources and Services Administration to purchase a fully equipped mobile medical/dental health vehicle; to purchase equipment to update and expand services related to Registration and Enrollment Unit; and to purchase a moveable exam room and office equipment to provide safe and effective health care to students at the Eastern Health Center.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution, and the Purchasing Department is authorized to issue any necessary purchase orders or purchase items needed.

BE IT FURTHER RESOLVED, the Board Chairperson and County Clerk are authorized to sign any necessary documents consistent with this resolution after approval as to form by the County Attorney.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: January 23, 2013

RE: Recommendation to Accept Supplemental Funding from the Health Resources and Services Administration in Support of Quality Improvement and to Authorize the Allocation of these Funds to be Used Toward the Purchase of a Patient Portal

The Health Department's Community Health Centers received funding from the Health Resources and Services Administration through its FY2012 Supplemental Funding for Quality Improvement in Health Centers. This is one-time supplemental funding under Section 330 of the Public Health Service Act to improve access to services, quality of care and clinical outcomes through the Patient Centered Medical Home (PCMH) model of care. This funding specifically focuses on improving outcomes related to cervical cancer screening for health center patients by supporting PCMH transformation projects.

The Health Department received \$55,000 toward the purchase of a Patient Portal. A Patient Portal is a special secure website that links to a health center's website. Patients can use it to complete tasks securely online - tasks they used to only be able to do by phone or in person. The Patient Portal will allow patients to request an appointment, place and/or check electronic prescription requests at any time, to pay a bill, to register for their first visit and input their medical history, to receive lab results, to view upcoming appointments, to view their outstanding balance, and to view their medical record. The Patient Portal can be used to simplify administrative tasks, including scheduling, appointment reminders, electronic messaging, and general paperwork.

I recommend that the Board of Commissioners authorizes the acceptance of up to \$55,000 in supplemental funding from the Health Resources and Services Administration. In addition, I recommend that the Board of Commissioners authorizes these funds to be used toward the purchase of a Patient Portal and website.

c: Debbie Brinson, w/attachment
Barb Mastin, w/attachment
John Jacobs, w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT SUPPLEMENTAL FUNDING FOR QUALITY IMPROVEMENT IN HEALTH CENTERS FROM THE HEALTH RESOURCES AND SERVICES ADMINISTRATION AND TO AUTHORIZE THE ALLOCATION OF THESE FUNDS TOWARD THE PURCHASE OF A PATIENT PORTAL AND WEBSITE

WHEREAS, as a Health Center Program Grantee, the Health Department's Community Health Centers received the FY2012 Supplemental Funding for Quality Improvement in Health Centers from the Health Resources and Services Administration; and

WHEREAS, this is one-time supplemental funding under Section 330 of the Public Health Service Act to improve access to services, quality of care and clinical outcomes through the Patient Centered Medical Home (PCMH) model of care; and

WHEREAS, this funding specifically focuses on improving outcomes related to cervical cancer screening for health center patients by supporting PCMH transformation projects; and

WHEREAS, the Health Department received \$55,000 toward the purchase of a Patient Portal to support PCMH transformation; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes the acceptance of up to \$55,000 in supplemental funding from the Health Resources and Services Administration; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes these funds to be used toward the purchase a Patient Portal and a website.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the acceptance of up to \$55,000 in supplemental funding from the Health Resources and Services Administration to be allocated toward the purchase of a Patient Portal and website.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments, and the Purchasing Department is authorized to issue any necessary purchase orders or purchase items needed.

BE IT FURTHER RESOLVED, the Board Chairperson and County Clerk are authorized to sign any necessary documents consistent with this resolution after approval as to form by the County Attorney.

MEMORANDUM

TO: Human Services Committee
County Services Committee
Finance Committee

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: January 23, 2013

RE: Recommendation to Amend Resolution #12-199

The Health Department applied for and received Clinical Services Expansion Funding from the Michigan Department of Community Health for its three Child and Adolescent Health Centers. Eastern, Sexton and Willow Health Centers each received \$170,000 for a total of \$510,000 for the period October 1, 2012 through September 30, 2016. The purpose of this funding is to expand clinical services within the Child and Adolescent Health Centers and work toward achievement of Patient Centered Medical Home (PCMH) designation through the National Committee on Quality Assurance (NCQA).

To successfully meet the outcomes of the grant, the Health Department proposes to establish:

A part-time (.50 FTE) Nurse Case Manager Position, PHN/3

A full time (1.0 FTE) Medical Social Worker Position, ICEA PRO/7, which will be posted internally.

After the candidate is selected for the Medical Social Worker position, the successful candidate's position shall be converted to a Medical Social Worker, ICEA PRO/7 using grant funds to support the difference in pay.

These positions will provide case management and increased mental health services within the Child and Adolescent Health Centers. It is the intent that these positions will not be filled for the first five months of this grant.

An amount of \$30,000 of the grant award will be used toward the one time purchase of a Patient Portal and related website, which is a requirement for Level 3 PCMH designation through the NCQA and full implementation of Meaningful Use.

A Patient Portal is a special secure website that links to a health center's website. Patients can use it to complete tasks securely online; tasks they used to only be able to do by phone or in person. The Patient Portal will allow patients to request an appointment, place and/or check electronic prescription requests at any time, to pay a bill, to register for their first visit and input their medical history, to receive lab results, to view upcoming appointments, to view their outstanding balance, and to view their medical record. The Patient Portal can be used to simplify administrative tasks, including scheduling, appointment reminders, electronic messaging, and general paperwork.

The Patient Portal website will interface with the Community Health Centers (CHC) website. The CHC has worked closely with the Fahrenheit Creative Group for the development of the initial stages of a website. Fahrenheit Creative Group has worked closely with MIS to ensure the CHC website will interface with the County website. We are recommending to enter into an agreement with Fahrenheit Creative Group to develop the website and interface for the Patient Portal and to develop online patient education materials. This period of the agreement shall be February 1, 2013 through January 31, 2014 in an amount up to \$25,000.

I recommend that the Board of Commissioners authorize an amendment to Resolution 12-199 to accept an additional \$510,000 in Clinical Services Expansion Funding from the Michigan Department of Community Health for the period October 1, 2012 through September 30, 2016.

I also recommend that the Board of Commissioners approve the establishment and conversion of the aforementioned positions, and the allocation of \$30,000 in Clinical Services Expansion Funding toward the purchase of the Patient Portal and related website.

In addition, I recommend that the Board of Commissioners authorize an agreement with Fahrenheit Creative Group for an amount of up to \$25,000 for the period February 1, 2013 to January 31, 2014.

c: Debra Brinson, w/attachment
John Jacobs, w/attachment
Barbara Mastin, w/attachment

TO: Barb Mastin, Chief Operating Officer, CHCS
FROM: Michelle Rutkowski, Human Resources Specialist
DATE: 1/22/13
RE: Analysis for Changes to Amend Resolution #12-199

In reference to the Health Department's proposal to Amend Resolution #12-199, Human Resources supplies the following information:

1. We have created a new job classification titled "Nurse Case Manager, Community Health Center Network". A copy of the new job description is attached to the email accompanying this memo.
2. This new classification is equivalent to the established classification of "Nurse Case Manager". Both positions are evaluated at a PHN 3 salary grade.
3. I will send the PHN Unit Chair notification of the new classification. As a courtesy, we allow them 3 days to voice any possible concerns.
4. The classification of "Medical Social Worker" is found in the ICEA PRO bargaining unit and its corresponding salary is an ICEA PRO 7.
5. Changing position #601316 from an Assistant Social Worker to a Medical Social Worker is inappropriate. Assistant Social Workers are compensated at an ICEA PRO 5 and Medical Social Workers are compensated at an ICEA PRO 7. Changing the position while it is occupied results in an inappropriate reclassification for the incumbent and a missed promotional opportunity for other County employees.
6. You have received grant money to fully fund one Medical Social Worker position and partially fund another. The proper procedure for this situation is as follows:
 - a. Internally post the fully funded Medical Social Worker position.
 - b. Allow internal applicants to be screened and referred by H.R.
 - c. After interviews, choose the top applicant from the applicant pool and move him/her into the fully funded Medical Social Worker position.
 - d. Convert the successful candidate's old classification to a Medical Social Worker using the grant funds to compensate for the difference in pay.
 - e. Choose the second-best applicant from the applicant pool for the newly-converted Medical Social Worker position.

While a bit cumbersome, this process ensures a fair and competitive result for all County employees.

Please use this memo as acknowledgement of Human Resources' participation and analysis of your proposal. If I can be of further assistance, please email or call me (887-4374).

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AMENDING RESOLUTION #11-235, TO ACCEPT INCREASED AWARDS TO SUPPORT THE CONTINUED OPERATIONS OF THE HEALTH DEPARTMENT'S CHILD AND ADOLESCENT HEALTH CENTERS

RESOLUTION #12-199

WHEREAS, In Resolution #11-235, the Ingham County Board of Commissioners authorized the acceptance of \$100,000 per year to support the continued operations of the School Wellness Program at Gardner Middle School; \$175,000 per year to support the continued operations at Otto Community Health Center; \$225,000 to support the continued operations at Willow Health Center, and \$175,000 to start a new school-based health center and fund its operations at a Lansing School District High School; and

WHEREAS, the Michigan Department of Community Health (MDCH) notified the Health Department's Community Health Center Network of an increase in funding of approximately 10% (up to \$375,000 total or up to \$75,000 per year). The new grant allocations for the Child & Adolescent Health Centers are:

- Gardner SWP - \$110,000 (currently \$100,000)
- Willow - \$250,000 (currently \$225,000)
- Otto - \$195,000 (currently \$175,000)
- Sexton - \$195,000 (currently \$175,000)

WHEREAS, the new base allocations shall take effect in fiscal year 2012 and shall be applicable to costs for the remainder of the fiscal year; and

WHEREAS, it is the intent of the Michigan Department of Community Health to continue the new allocations for the remainder of the grant cycle through FY 2017, upon approval of a revised budget and work plan; and

WHEREAS, the Ingham Community Health Center Board of Directors has approved the amendment to the existing agreements; and

WHEREAS, the Health Officer recommends that the Board of Commissioners adopt the amendments to Resolution #11-235 and authorize acceptance of the increased amounts to the Michigan Department of Community Health Child and Adolescent Health Center awards to support the continued operations of the Health Department's Child and Adolescent Health Centers.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of up to \$375,000 in additional funds from the Michigan Department of Community to support the continued operations of the Health Department's Child and Adolescent Health Centers.

RESOLUTION #12-199

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the establishment of an agreement with KMD consulting for up to \$35,000 per year from October 1, 2011 – October 31, 2016, not to exceed \$175,000 over the five year period to assist in coordinating Patient Centered Medical Home activities, assist in the development, tracking and training related to ongoing compliance monitoring, assist in outreach and enrollment activities to ensure youth are enrolled in an insurance plan and to assist in outreach and engagement activities to recruit and retain youth in care.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes up to \$35,000 per year, or up to \$175,000 over the five year period, to engage in health education and outreach activities at each of its four child and adolescent health centers to be used to fund special part time health advocates who will conduct outreach activities related to youth retention and engagement.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an amendment to increase the agreement with the School-Community Health Alliance of Michigan by \$5,000 annually, from October 1, 2011 through October 31, 2016 to establish and maintain the required local community advisory committees and that this agreement will not exceed \$30,000 per year.

BE IT FURTHER RESOLVED, that all other terms and conditions of resolution 11-235 remain unchanged.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments, and the Purchasing Department is authorized to issue any necessary purchase orders or purchase items needed.

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

HUMAN SERVICES: Yeas: Nolan, Tennis, McGrain, Vickers, Dougan
Nays: None **Absent:** Schor **Approved 6/18/12**

COUNTY SERVICES: Yeas: Holman, Schor, Grebner, Celentino, De Leon, Vickers
Nays: None **Absent:** None **Approved 6/19/12**

FINANCE: Yeas: Grebner, McGrain, Nolan, Bahar-Cook, Tennis, Dougan
Nays: None **Absent:** None **Approved 6/20/12**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AMENDING RESOLUTION #12-199, TO ACCEPT CLINICAL SERVICES EXPANSION FUNDING FOR THE CHILD AND ADOLESCENT HEALTH CENTER PROGRAM FROM THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH, TO ESTABLISH POSITIONS IN THE HEALTH DEPARTMENT AND ENTER INTO AN AGREEMENT WITH FAHRENHEIT CREATIVE GROUP

WHEREAS, in Resolution #12-199 funds we awarded from the Michigan Department of Community Health to support the continued operations of the Health Department's three Child and Adolescent Health Center programs; and

WHEREAS, the Health Department has received additional funding in the amount of \$510,000 in Clinical Services Expansion Funding for its Child and Adolescent Health Centers, Eastern, Sexton and Willow, from the Michigan Department of Community Health for the period October 1, 2012 through September 30, 2016; and

WHEREAS, the purpose of this funding is to expand clinical services within the Child and Adolescent Health Centers and to work toward the achievement of Patient Centered Medical Home designation through the National Committee on Quality Assurance; and

WHEREAS, through this Clinical Expansion Funding from the Michigan Department of Community Health, the Health Department proposes to establish one part time (0.50 FTE) Nurse Case Manager position, PHN/3 and one full time (1.0 FTE) Medical Social Worker Position, ICEA/PRO 7; and

WHEREAS, the newly established Medical Social Worker Position shall be posted internally and the successful candidate's position shall be converted to a Medical Social Worker, ICEA PRO/7 using grant funds to support the difference in pay; and

WHEREAS, these positions will provide case management and increased mental health services within the Child and Adolescent Health Centers; and

WHEREAS, through this Clinical Expansion Funding from the Michigan Department of Community Health the Health Department proposes to use \$30,000 toward the purchase of a Patient Portal and related website, which is a requirement to achieve Level Three Patient Centered Medical Home designation through the National Committee on Quality Assurance and for full implementation of Meaningful Use; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes an amendment to Resolution #12-199 to accept up to \$510,000 in Clinical Services Expansion Funding from the Michigan Department of Community Health, which will be administered through the Michigan Primary Care Association for the period October 1, 2012 through September 30, 2016; and

WHEREAS, the Health Officer recommends that the Board of Commissioners approves the establishment of the aforementioned positions; and

WHEREAS, that \$30,000 in funds from the Clinical Services Expansion Funding shall be used for the on time purchase of the Patient Portal; and

WHEREAS, an agreement with Fahrenheit Creative Group is authorized to develop the website and interface for the Patient Portal and to develop online patient education materials. This period of the agreement shall be February 1, 2013 through January 31, 2014 in an amount up to \$25,000.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an amendment to Resolution #12-199 to accept up to \$510,000 in additional grant funds through the Clinical Services Expansion Funding from the Michigan Department of Community Health for the period October 1, 2012 through September 30, 2016.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the establishment of one part time (0.50 FTE) Nurse Case Manager position, PHN/3 and one full time (1.0 FTE) Medical Social Worker Position, ICEA/PRO 7.

BE IT FURTHER RESOLVED, the newly established Medical Social Worker Position shall be posted internally and the successful candidate's position shall be converted to a Medical Social Worker, ICEA PRO/7 using grant funds to support the difference in pay.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes the allocation of \$30,000 in Clinical Services Expansion Funding from the Michigan Department of Community Health to be used toward the purchase of a Patient Portal and related website.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an agreement with Fahrenheit Creative Group for up to \$25,000 from February 1, 2013 to January 31, 2014.

BE IT FURTHER RESOLVED, that all other terms and conditions of Resolution #12-199 remain unchanged.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments, and the Purchasing Department is authorized to issue any necessary purchase orders or purchase items needed.

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

MEMORANDUM

TO: Human Services Committee
Finance Committees

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: January 23, 2013

RE: Recommendation to Authorize an Addendum to the Agreement with NextGen Healthcare Information Systems, Inc.

In Resolution #10-275, the Board of Commissioners authorized an agreement with NextGen Healthcare Information Systems, Inc. (NextGen) for the purpose of obtaining its patient management and electronic health record software systems.

The proposed addendum to the current agreement will allow NextGen to install Patient Portal Provider Licenses for all providers, including mid-level and behavioral health providers. This addendum will cost a one-time fee of \$67,987.50 and a monthly provider fee of \$2,832.00.

The Health Department's Community Health Centers are currently working to achieve Patient Centered Medical Home (PCMH) designation through the National Council on Quality Assurance (NCQA). The Health Department received a \$55,000 grant award from the Health Resources and Services Administration to initiate specific activities in support of Quality Improvement, including PCMH development. The budget for this grant includes \$55,000 to purchase a Patient Portal. In addition, the Health Department received \$510,000 in Clinical Service Expansion Funding through the Michigan Department of Community Health, of which, \$30,000 of this funding was budgeted toward the purchase of a Patient Portal and its implementation.

A Patient Portal is a special secure website that links to a Health Center's website. Patients can use it to complete tasks securely online - tasks they used to only be able to do by phone or in person. The Patient Portal will allow patients to request an appointment, place and/or check electronic prescription requests at any time, to pay a bill, to register for their first visit and input their medical history, to receive lab results, to view upcoming appointments, to view their outstanding balance, and to view their medical record. The Patient Portal can be used to simplify administrative tasks, including scheduling, appointment reminders, electronic messaging, and general paperwork.

Together, the Patient Portal and related website, which will link patients to the secure portal, will cost a one-time fee of approximately \$93,000. Both the grant award from the Health Resources and Services Administration and the FY 13 Clinical Service Expansion Funding through the Michigan Department of Community Health (MDCH) will be used to pay for these items. The MDCH grant will also be used to pay the monthly provider fees of \$2,832.

I recommend that the Board of Commissioners approve the addendum to the agreement with NextGen Healthcare Information Systems, Inc. The term of this addendum shall be for one year commencing on the date signed and automatically renewing for subsequent one year terms unless either party terminates as specified in the agreement.

c: Debra Brinson, w/attachment
Barb Mastin, w/attachment
John Jacobs, w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN ADDENDUM TO THE AGREEMENT WITH
NEXTGEN HEALTHCARE INFORMATION SYSTEMS, INC.**

WHEREAS, in Resolution #10-275, the Board of Commissioners authorized an agreement with NextGen® Healthcare Information Systems, Inc. (NextGen®) for the purpose of obtaining its patient management and electronic health record software systems; and

WHEREAS, the proposed addendum to the current agreement will allow NextGen® to install Patient Portal Provider Licenses for all providers, including mid-level and behavioral health providers; and

WHEREAS, Patient Portal Provider Licenses are needed to achieve Level Three Patient Centered Medical Home designation through the NCQA; and

WHEREAS, this addendum to the agreement will cost a one-time fee of \$67,987.50 and a monthly provider fee of \$2,832.00; and

WHEREAS, these costs will be paid with grant funds from the Clinical Service Expansion Funding through the Michigan Department of Community Health and FY 12 and with FY2012 Supplemental Funding for Quality Improvement in Health Centers through the Health Resources and Services Administration; and

WHEREAS, the Health Officer recommends that the Board of Commissioners approve the addendum to the agreement with NextGen® Healthcare Information Systems, Inc.; and

WHEREAS, the term of this addendum shall be for one year beginning as of the date signed and shall automatically renew for subsequent one year terms unless either party provides notice otherwise.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an addendum to the agreement with NextGen® Healthcare Information Systems, Inc. to install Patient Portal Provider Licenses for all providers, including mid-level and behavioral health providers for a one-time cost of up to \$67,987.50 and a monthly provider fee of \$2,832.00.

BE IT FURTHER RESOLVED, that the term of this addendum shall be for one year commencing on the date signed and automatically renewing for subsequent one year terms unless either party terminates by giving the other party thirty days prior written notice.

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

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Renée Branch Canady, PhD, MPA, Health Officer

DATE: January 22, 2013

RE: Recommendation to Authorize a Memorandum of Understanding with the Michigan Primary Care Association for the placement of an AmeriCorps Member within the Community Health Centers

The Health Department's Community Health Centers (CHC) are seeking an opportunity to hire an AmeriCorps Member through the Michigan Primary Care Association to conduct several important activities, which will allow the CHC to be successful in transitioning to changes required by the Affordable Care Act. The CHC will use an AmeriCorps Member to improve access to health care, increase outreach and compliance within the community health centers, and increase outreach and enrollment in Medicaid. The cost of this AmeriCorps Member is \$8,500, which includes travel costs to mandatory AmeriCorps events and services projects, for one full year. This cost will be paid through the 511 Fund.

I recommend that the Board of Commissioners authorize a Memorandum of Understanding with the Michigan Primary Care Association to actively participate in cooperation with Michigan's AmeriCorps program, and allow the placement of an AmeriCorps Member within the Ingham Community Health Centers for a cost of \$8,500

c: Debbie Brinson, w/attachment
Barb Mastin, w/attachment
John Jacobs, w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A MEMORANDUM OF UNDERSTANDING WITH THE MICHIGAN PRIMARY CARE ASSOCIATION FOR THE PLACEMENT OF AN AMERICORPS MEMBER WITHIN THE COMMUNITY HEALTH CENTERS

WHEREAS, the Health Department's Community Health Centers (IHC) are seeking an opportunity to hire an AmeriCorps Member through the Michigan Primary Care Association to conduct several important activities, which will allow the IHC to be successful in transitioning to changes required by the Affordable Care Act; and

WHEREAS, the IHC will use an AmeriCorps Member to improve access to health care, increase outreach and compliance within the community health centers, and increase outreach and enrollment in Medicaid; and

WHEREAS, the cost of this AmeriCorps Member is \$8,500, which includes travel costs to mandatory AmeriCorps events and services projects, for one full year; and

WHEREAS, this cost will be paid through the 511 Fund; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize a Memorandum of Understanding with the Michigan Primary Care Association to actively participate in cooperation with Michigan's AmeriCorps program, and allow the placement of an AmeriCorps Member within the Ingham Community Health Centers for a cost of \$8,500.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorize a Memorandum of Understanding with the Michigan Primary Care Association to actively participate in cooperation with Michigan's AmeriCorps program, and allow the placement of an AmeriCorps Member within the Ingham Community Health Centers for a cost of \$8,500.

BE IT FURTHER RESOLVED, the Board Chairperson and County Clerk are authorized to sign any necessary documents consistent with this resolution after approval as to form by the County Attorney.

MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Renée B. Canady, Ph.D., Health Officer

DATE: January 24, 2013

RE: Resolution to Authorize Amendment #2 to the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health

This is a recommendation to authorize Amendment #2 of the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health (MDCH). The Comprehensive Agreement is the annual process whereby the MDCH transmits State and Federal funds to Ingham County to support public health programs. The Comprehensive Agreement establishes the funding levels and the terms and conditions under which the funds are disbursed. The Board of Commissioners authorized the 2012-2013 Agreement in Resolution #12-311 and authorized amendment # 1 in Resolution #13-20.

The Comprehensive Agreement is regularly amended to adjust funding levels and clarify terms and conditions. Amendment #2 will increase the budget for Comprehensive Local Health Services from \$5,154,373 to \$5,267,721 for a total increase of \$113,348. The Amendment makes the following specific changes in the budget:

1. Increases support for the HIV Prevention program to \$156,943 (an increase of \$113,348).

The initial agreement included funding for the HIV Prevention program through December 31, 2012. This amendment extends the funding for this program to the end of the agreement, September 30, 2013 and is included in the 2013 budget. I recommend that the Board of Commissioners adopt the attached resolution.

c: John Jacobs w/attachment

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AMENDMENT #2
TO THE 2012-2013 COMPREHENSIVE AGREEMENT WITH
THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH**

WHEREAS, the responsibility for protecting the health of the public is a shared responsibility between the State and County governments in Michigan; and

WHEREAS, the Michigan Department of Community Health (MDCH) and local health departments enter into contracts to clarify the role and responsibility of each party in protecting public health; and

WHEREAS, the MDCH and Ingham County have entered into a 2012-2013 Agreement for the delivery of public health services under the Comprehensive agreement process as authorized by Resolution #12-311 and amended in Resolution #13-20; and

WHEREAS, the MDCH has proposed an amendment to the current Agreement to adjust grant funding levels and clarify Agreement procedures; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the Amendment.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Amendment #2 to the 2012-2013 Comprehensive Agreement with the Michigan Department of Community Health (MDCH).

BE IT FURTHER RESOLVED, that the total amount of Comprehensive Agreement funding shall increase from \$5,154,373 to \$5,267,721 for a total increase of \$113,348.

BE IT FURTHER RESOLVED, that the net increase consists of the following specific changes to program budgets:

1. Increases support for the HIV Prevention program to \$156,943 (an increase of \$113,348).

BE IT FURTHER RESOLVED, that the Health Officer, Renee Branch Canady, and John Jacobs, Chief Financial Officer of the Health Department, are authorized to submit Amendment #2 of the 2012-2013 CPBC grant documents electronically through the Mi-E Grants system.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2013 Budget as required to implement this resolution.

BE IT FURTHER RESOLVED, that the County Clerk and 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.

Agenda Item 7g

To: Law & Courts Committee
Human Services Committee
Finance Committee

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

Date: January 22, 2013

Re: Recommendation to Extend the Contract Agreement with Contract Pharmacy Services, Inc.

In Resolution #10-033, the Board of Commissioners authorized a contract agreement with Contract Pharmacy Services, Inc., to provide pharmaceuticals to support the medical services at the Ingham County Jail. This agreement will expire on March 31, 2013.

The Health Department continues to operate the correctional health services at the Ingham County Jail and is committed to providing high quality and efficient health care services to jail inmates. Pharmacy products represent a necessary but substantial cost in the delivery of health care services to jail inmates.

Contract Pharmacy Services, Inc. has been efficient and successful at performing the required scope of services at the Ingham County Jail.

Contract Pharmacy Services, Inc. has proposed to continue this agreement for the period of April 1, 2013 through March 31, 2016, at the actual acquisition cost plus a dispensing fee of \$2.65 per prescription, a reduction of 10 cents per prescription.

I recommend the continuation of the contract agreement with Contract Pharmacy Services, Inc. for the period April 1, 2013 through March 31, 2016.

c: Deb Brinson, with attachment
Barb Mastin, with attachment
John Jacobs, with attachment
Greg Harless, with attachment
Sam Davis, with attachment

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A PHARMACY SERVICES AGREEMENT FOR SERVICES AT
THE INGHAM COUNTY JAIL**

RESOLUTION #10-033

WHEREAS, the Health Department operates the correctional health services at the Ingham County Jail; and

WHEREAS, the Health Department and the Sheriff's Office are committed to providing high quality and efficient health care services to jail inmates; and

WHEREAS, pharmacy products represent a necessary but substantial cost in the delivery of health care services to jail inmates; and

WHEREAS, Ingham County issued an Request for Proposals for pharmacy services to support the correctional health services at the Jail; and

WHEREAS, the responses were evaluated on price and services that was measured by scoring each proposal on 25 variables, the Evaluation Committee and the Health Officer are recommending a pharmacy services contract with Contract Pharmacy Services, Inc.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with Contract Pharmacy Services, Inc., 125 Titus Avenue, Warrington, PA 18976, for pharmacy services at the Ingham County Jail.

BE IT FURTHER RESOLVED, that the period of the agreement shall commence on April 1, 2010 and terminate on March 31, 2013.

BE IT FURTHER RESOLVED, that Contract Pharmacy Services, Inc. shall provide pharmaceuticals to support the medical services at the Ingham County Jail at the actual acquisition cost plus a dispensing fee of \$2.75 per prescription.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the agreement after review by the Ingham County Attorney.

LAW ENFORCEMENT: Yeas: Holman, Koenig, Copedge, Celentino, Bupp, Schafer
Nays: None **Absent:** None **Approved 1/14/10**

HUMAN SERVICES: Yeas: McGrain, Tennis, Nolan, Koenig, Vickers
Nays: Davis **Absent:** None **Approved 1/25/10**

FINANCE: Yeas: Grebner, Tennis, Bahar-Cook, Schor, Holman, Dougan
Nays: None **Absent:** None **Approved 1/20/10**

Introduced by the Law & Courts, Human Services, and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A PHARMACY SERVICES AGREEMENT FOR SERVICES AT THE INGHAM COUNTY JAIL

WHEREAS, in Resolution #10-033, the Board of Commissioners authorized a contract agreement with Contract Pharmacy Services, Inc. for the period April 1, 2010 through March 31, 2013 to provide pharmaceuticals to support the medical services at the Ingham County Jail; and

WHEREAS, the Health Department continues to operate the correctional health services at the Ingham County Jail; and

WHEREAS, the Health Department is committed to providing high quality and efficient health care services to jail inmates; and

WHEREAS, pharmacy products represent a necessary but substantial cost in the delivery of health care services to jail inmates; and

WHEREAS, the Health Officer recommends the continuation of this contract agreement as Contract Pharmacy Services, Inc. have performed efficiently and effectively since April 1, 2010.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes a contract with Contract Pharmacy Services, Inc., 125 Titus Avenue, Warrington, PA 18976, for pharmacy services at the Ingham County Jail.

BE IT FURTHER RESOLVED, that the period of the agreement shall be April 1, 2013 through March 31, 2016.

BE IT FURTHER RESOLVED, that Contract Pharmacy Services, Inc. shall provide pharmaceuticals to support the medical services at the Ingham County Jail at the actual acquisition cost plus a dispensing fee of \$2.65 per prescription.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments, and the Purchasing Department is authorized to issue any necessary purchase orders or purchase items needed.

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

MEMORANDUM

TO: Human Services Committee
Finance Committee

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

DATE: January 23, 2013

RE: Resolution to Authorize a Letter of Understanding with Ingham Intermediate School District for Early On Services

The Ingham Intermediate School District is the local administrator for the Early On program in Ingham County. Early On is a program serving infants and children from birth to age 3 years, who have medical diagnoses that put them at risk for developmental delays. Children may also be referred to the program for suspected developmental delays.

The Public Health Nursing division has partnered with the Ingham ISD to provide Early On services to high risk infants and children since 1993. The Public Health Nursing staff offer a unique skill set to evaluate the child's medical issues along with knowledge of normal growth and development. Evaluations are done, anticipatory guidance is given, and families are referred to community resources to assist them in caring for their child. Early On children are served in their "natural environment", which is usually their home, and activities to stimulate their development are incorporated into daily routines.

The Ingham Intermediate School District has requested a continuation of this partnership, and has submitted a Letter of Understanding, which offers Ingham County \$108,573 in Early On funds to compensate the Public Health Nursing Division for 1.25 FTE staff costs.

I recommend that Board of Commissioners authorize the Letter of Understanding with the Ingham Intermediate School District.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A LETTER OF UNDERSTANDING WITH THE
INGHAM INTERMEDIATE SCHOOL DISTRICT FOR EARLY ON SERVICES**

WHEREAS, the Ingham Intermediate School District is the local administrator of Michigan's Early On program, a program to identify and serve high risk infants and children from birth through three years of age; and

WHEREAS, the Health Department's Public Health Nursing division serves as an important resource to identify health and developmental concerns in high risk infants and children; and

WHEREAS, the Ingham Intermediate School district partners with the Public Health Nursing division to provide services to high risk infants and children referred for Early On services; and

WHEREAS, the Ingham County Board of Commissioners has authorized an Early On Memorandum of Understanding each year since 1993; and

WHEREAS, the Intermediate School District proposes to execute a new Letter of Understanding for Public Health Nursing Early On service coordination services for FY 2012-2013; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with the Intermediate School District to accept the funds and provide the supportive services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with the Ingham Intermediate School District to provide up to \$108,573 in Early On funds to reimburse Ingham County for Public Health Nursing services to high risk infants and children.

BE IT FURTHER RESOLVED, that the period of the agreement shall be July 1, 2012 through June 30, 2013.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign the agreement and to sign any documents that might be required by the Intermediate School District, after review by the County Attorney.

Agenda Item 8

TO: Law & Courts Committee
Finance Committee

FROM: Sergeant Robert Ott, Ingham County Office of Homeland Security & Emergency Management

DATE: January 23, 2013

RE: RESOLUTION TO ENTER INTO A CONTRACT WITH MID-MICHIGAN K9 USING
FY2010 HOMELAND SECURITY GRANT PROGRAM FUNDS

Ingham County has accepted the FY 2010 Homeland Security Grant Program (HSGP) pass through funds from the City of Lansing in a previous resolution (11-355). This resolution authorizes the use of the grant funds to purchase an Explosive Detection Canine for the Sheriff's Office. The cost is not to exceed \$12,000 which includes the canine, medical guarantee and a (5) week handler training course.

Introduced by Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ENTER INTO A CONTRACT WITH
MID-MICHIGAN K9 USING FY 2010 HOMELAND SECURITY GRANT PROGRAM FUNDS**

WHEREAS, the Ingham County Office of Homeland Security & Emergency Management has applied for and has been approved to receive pass through grant funds from the FY 2010 Homeland Security Grant Program (HSGP); and

WHEREAS, the purpose of these grant funds is to purchase equipment and to provide training in the Homeland Security & Emergency Management field; and

WHEREAS, the total amount of grant funds available to Ingham County agencies is \$160,300.44 from the State Homeland Security Program (SHSP) and \$62,339.06 from the Law Enforcement Terrorism Prevention Program (LETPP) for a total of \$222,639.50; and

WHEREAS, the resolution authorizing receipt of the grant funds was approved on November 8, 2011 (11-355); and

WHEREAS, the Sheriff's Office has demonstrated the need for an Explosive Detection Canine for CBRNE Detection/Prevention and requested use of the grant funds; and

WHEREAS, after a bid process Mid-Michigan K9 out of Eaton Rapids, MI was selected as the vendor for this project.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a contract with Mid-Michigan K9 for an amount not to exceed \$12,000 for the purchase of an explosive detection canine.

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

MEMORANDUM

TO: Human Services Committee
County Services Committee
Finance Committee

FROM: Randy A. Marwede, Director, Veterans Affairs

DATE: January 24, 2013

RE: Request to Hire Temporary Support

Ingham County Department of Veteran Affairs is currently staffed with a Director, two Veteran Benefits Counselors, a Clerk/Trust Fund Agent, and a Transportation Officer.

One of the Veteran Benefits Counselors is scheduled to take a maternity leave from approximately March 31, through June 1, 2013. The majority of this employee's FMLA leave will be unpaid.

I am requesting authorization to hire a temporary employee to assist with the workload for the period April 8 through May 31, 2013.

We do not have a temporary wages line item to cover this cost. Total cost for a temporary UAW/D employee at an hourly rate of \$16.0628, 40 hours per week would cost \$5,012.

I am requesting that funds be granted from the County's contingency fund to support this temporary hire.

c: Travis Parsons
Chuck Gray

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING THE USE OF CONTINGENCY FUNDS FOR A TEMPORARY HIRE FOR INGHAM COUNTY DEPARTMENT OF VETERAN AFFAIRS

WHEREAS, Ingham County Department of Veteran Affairs is currently staffed with a Director, two Veteran Benefits Counselors, a Clerk/Trust Fund Agent, and a Transportation Officer; and

WHEREAS, one of the Veteran Benefits Counselors will be on maternity leave from approximately March 25, 2013 to June 1, 2013; and

WHEREAS, the majority of the employee's FMLA will be unpaid; and

WHEREAS, the Director and remaining Veteran Benefit Counselor will be responsible for incorporating the additional caseload during this timeframe; and

WHEREAS, in order to maintain orderly services to Ingham County veterans and their families, a temporary hire who will perform perfunctory tasks within the Department is necessary and essential; and

WHEREAS, the Director of Ingham County Department of Veteran Affairs will be responsible for administering all necessary up training for the temporary hire.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves of a temporary hire at the level of UAW D for the period April 8, 2013 through May 31, 2013.

BE IT FURTHER RESOLVED, that funding for this temporary hire in the amount of up to \$5,021 be made available through the use of the Ingham County contingency funds.

BE IT FURTHER RESOLVED, the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution, including the transfer of up to \$5,021 from the 2013 Contingency Fund to the Veteran Affairs temporary budget.