THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, FEBRUARY 5, 2014 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 22, 2014 Minutes
Additions to the Agenda
Limited Public Comment

1. Drain Commission - Resolution Pledging Full Faith and Credit to Green #4 Consolidated Drain Drainage District 2014 Bonds

2. Health Department
   a. Resolution Authorizing the Elimination of Health Plan Management Services
   b. Resolution to Authorize Amendment #1 to the 2013-2014 Comprehensive Agreement with the Michigan Department of Community Health
   c. Resolution to Amend Resolution #13-445 to Remove the Authorization for an Agreement with Michigan State University College of Osteopathic Medicine for Infectious Disease Physician Services
   d. Resolution to Amend Resolution #13-486 to Correct a Position Number

3. Road Department
   a. Resolution to Authorize a Bridge Design Professional Engineering Services Contract with DLZ Michigan, Inc.
   b. Resolution Authorizing the Purchase of One Trimble R6 GNSS Base and R10 Rover System for the Road Department

4. Management Information Systems (MIS) - Resolution to Approve the Renewal of Cisco Smart Net from Information Systems Intelligence (ISI)

5. Economic Development - Resolution Approving the Ingham County Brownfield Redevelopment Authority Brownfield Plan for the Dart Bank Headquarters at 222 W. Ash Street and 368 S. Park Street City of Mason, Michigan
6. Board of Commissioners - Appointments to the Equalization Subcommittee (No Materials)

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 22, 2014
Draft – Minutes

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

Members Absent: Todd Tennis and Don Vickers

Others Present: Teri Morton, Tim Dolehanty, Chief Judge Thomas P. Boyd, Barb Mastin, Bill Conklin, Jim Hudgins, Stacy Byers, Michelle Beloskur, Mike Ashton, Michelle Rutkowski, Jennifer Shuster and others

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

Approval of the December 4, 2013 Minutes

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE MINUTES OF THE DECEMBER 4, 2013 MEETING AS PRESENTED.

MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Tennis and Vickers.

Additions to the Agenda


4. Amendment – The Law & Courts Committee amended the resolution as follows:

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Court/Enforcement Officer position (#137030 – UAW Grade Level E) become a full-time Enforcement Officer position (UAW Grade Level E) for the sole purpose of enforcing and collecting monies owed to the court as a pilot project for a period of one year, effective March 1, 2014 through February 28, 2015, at which time the authorization for the full-time Enforcement Officer position will sunset unless otherwise approved by the Ingham County Board of Commissioners.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves the creation of a 0.5 FTE court officer position (UAW – Grade Level E) to assume the court security duties of the former Court/Enforcement Officer position as part of the pilot project for a period of one year, effective March 1, 2014 through February 28, 2015, at which time the authorization for the position will sunset unless otherwise approved by the Ingham County Board of Commissioners.
(Please note the additional amendments to agenda item 4 in the minutes).

7. **Replacement** – Agenda Item 7 was replaced with a Resolution appointing Nancy Hayward as Acting Health Officer.

**Limited Public Comment**

None.

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

1. **Drain Office** - Resolution Committing Ingham County to Continued Action Against Non-Point Source Pollution in Compliance with Phase II of the Federal Clean Water Act by: 1) Continuing Membership in the Greater Lansing Regional Committee for Stormwater Management, 2) Agreeing to the Committee’s December 13, 2012 Memorandum of Agreement, and 3) Defining the Terms Upon Which the Drain Commissioner will Represent (“Nest”) County Departments for Phase II Compliance (Additional Information)

2. **Sheriff’s Office**
   a. Resolution Authorizing Acceptance of a Grant from the Michigan Municipal Risk Management Authority (MMRMA) and to Purchase a Transportation Security Administration (TSA) Body Scanner Machine for Deployment in the Jail
   b. Resolution to Accept the 2014 MCOLES Active Violence Incident Training Grant

3. **Sheriff’s Office** - Office of Homeland Security & Emergency Management - Resolution to Enter into a Contract with the City of Lansing and to Accept the FY2013 Homeland Security Grant Program Funds

5. **Facilities** - Resolution Authorizing Entering into a Contract with Walter Mechanical Services Inc. DBI: ATI Group to Provide HVAC Preventative Maintenance Services at Eleven (11) 911 Tower Sites

6. **Health Department**
   a. Resolution to Authorize an Agreement with the Ingham Health Plan Corporation to be the Michigan Early Childhood Home Visiting HUB for Ingham County
   b. Resolution to Authorize an Agreement with the Michigan Department of Environmental Quality for 2013-2014
   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 Agreement with the Michigan State University College of Nursing for Pediatric Nurse Practitioner Services in Ingham Community Health Centers
e. Resolution to Accept Additional Funds from the Health Resources and Services Administration (HRSA) to Expand Outreach and Enrollment Assistance Activities in the Ingham County Community

9. Human Resources
   a. Resolution Approving a Collective Bargaining Agreement with Local #1499 of the American Federation of State, County and Municipal Employees AFL-CIO, Council 25
   b. Resolution Authorizing the Establishment of a MERS Hybrid Plan for Newly Hired Employees under Local #1499 of the American Federation of State, County and Municipal Employees AFL-CIO, Council 25
   c. Resolution Approving Modifications to the 2014 Managerial and Confidential Employee Personnel Manual

12. Purchasing Department - Resolution Authorizing the Reclassification of the Purchasing Assistant Position

13. Parks Department - Resolution Authorizing a Lease/Option to Purchase Agreement with Onondaga Township for Baldwin Park

14. Potter Park Zoo
   a. Resolution Authorizing a Fund Transfer to the Potter Park Zoological Society for 2014 Marketing
   b. Resolution Authorizing a Transfer of Funds and Authorization for the Potter Park Zoological Society to Provide the Management of Seasonal Workers

MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Tennis and Vickers.

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

MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Tennis and Vickers.

4. District Court - Resolution to Authorize a One Year Pilot Project Changing the Enforcement/Court Officer Position from a Part-Time Position to a Full-Time Enforcement Officer Position and Creating a Half-Time Court Officer Position in the District Court

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE RESOLUTION TO AUTHORIZE A ONE YEAR PILOT PROJECT CHANGING THE ENFORCEMENT/COURT OFFICER POSITION FROM A PART-TIME POSITION TO A FULL-TIME ENFORCEMENT OFFICER POSITION AND CREATING A HALF-TIME COURT OFFICER POSITION IN THE DISTRICT COURT

Discussion.
Chief Judge Thomas P. Boyd was available to discuss the resolution with the committee members. He discussed the opportunity for the court to continue to increase the amount of collections utilizing the updated computer system. Judge Boyd stated that the decision for changing the court officer position now is due to a current vacancy.

After discussion, Comm. McGrain suggested a friendly amendment be made to the resolution as follows:

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Court/Enforcement Officer position (#137030 – UAW Grade Level E) become a full-time Enforcement Officer position (UAW Grade Level E) for the sole purpose of enforcing and collecting monies owed to the court as a pilot project for a period of one year, effective April 1, 2014 and ending **March 31, 2015** **December 31, 2014** at which time the authorization for the full-time Enforcement Officer position will sunset unless otherwise approved by the Ingham County Board of Commissioners.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves the creation of a 0.5 FTE court officer position (UAW – Grade Level E) to assume the court security duties of the former Court/Enforcement Officer position as part of the pilot project for a period of one year, effective April 1, 2014 and ending **March 31, 2015** **December 31, 2014**, at which time the authorization for the position will sunset unless otherwise approved by the Ingham County Board of Commissioners.

THIS WAS CONSIDERED A FRIENDLY AMENDMENT.

MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Tennis and Vickers.

6. **Health Department**
   f. Resolution to Accept Funding in the Amount of $100,000 from Ingham Health Plan Corporation and Authorize an Agreement with Capital Link for Capital Project Facilitation Services

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. ANTHONY, TO APPROVE THE RESOLUTION TO ACCEPT FUNDING IN THE AMOUNT OF $100,000 FROM INGHAM HEALTH PLAN CORPORATION AND AUTHORIZE AN AGREEMENT WITH CAPITAL LINK FOR CAPITAL PROJECT FACILITATION SERVICES

Discussion.

Comm. Bahar-Cook stated that she would like to know where the funding is derived from.

Barb Mastin, Chief Operating Officer, stated that she would have to contact Robin Reynolds for that answer.

Comm. Bahar-Cook stated that she is not against the agreement, but cannot vote in favor of the resolution until her question is answered.
MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. ANTHONY TO TABLE THE RESOLUTION UNTIL AN ANSWER HAS BEEN RECEIVED REGARDING WHERE THE FUNDS ARE DERIVED FROM WITH INSTRUCTIONS FOR STAFF TO INCLUDE THE RESOLUTION ON THE AGENDA FOR THE JANUARY 28, 2014 BOARD OF COMMISSIONERS MEETING.

THE MOTION TO TABLE THE RESOLUTION CARRIED UNANIMOUSLY. Absent: Commissioners Tennis and Vickers.

g. Resolution to Amend Resolution #13-417 and Change the Period of the Agreement with Intelligent Medical Objects, Inc. (IMO, Inc.) for IMO Problem IT Terminology Service

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE RESOLUTION TO AMEND RESOLUTION #13-417 AND CHANGE THE PERIOD OF THE AGREEMENT WITH INTELLIGENT MEDICAL OBJECTS, INC. (IMO, INC.) FOR IMO PROBLEM IT TERMINOLOGY SERVICE.

Discussion.

Ms. Mastin said it is her hope that the contract with IMO will be short term for only one year or two years maximum.

After discussion, Comm. Bahar-Cook suggested a friendly amendment be made to the resolution as follows:

BE IT FURTHER RESOLVED, that the agreement term shall be for the period November 1, 2013 through October 31, 2014 and will automatically renew for successive one year periods thereafter at the Annual End-user Fee cost of $6,000 per year, for the maximum of two years, unless written notice not to renew is provided not less than 90 days prior to the end of the then current term.

THIS WAS CONSIDERED A FRIENDLY AMENDMENT.

MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Tennis and Vickers.

7. Board of Commissioners - Resolution Appointing Nancy Hayward as Acting Health Officer.

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE RESOLUTION APPOINTING NANCY HAYWARD AS ACTING HEALTH OFFICER.

Discussion.
Tim Dolehanty, Controller/Administrator, informed the committee that the Michigan Department of Community Health requires that the County’s Health Officer be a full-time employee of the County. Therefore, he said the County cannot utilize the services of Bruce Bragg who was splitting his time between Ingham County and Michigan State University. Mr. Dolehanty stated that Nancy Hayworth, currently serving as the Deputy Health Officer, was very receptive to taking on the role of Acting Health Officer. He also said upon the Board of Commissioners’ approval at the January 28, 2014 meeting, her employment in this position would be retroactive to today (January 22, 2014).

MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Tennis and Vickers.

8. Ingham Conservation District - Resolution Authorizing an Agreement with the Ingham Conservation District (Additional Information)

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE RESOLUTION AUTHORIZING AN AGREEMENT WITH THE INGHAM CONSERVATION DISTRICT

Discussion.

Michelle Beloskur, Watershed Coordinator, was present to briefly discuss the mission of the Ingham Conservation District. She distributed hard copies of the Ingham Conservation District’s Annual Plan of Work.

MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Tennis and Vickers.

10. Road Department - Resolution to Authorize a Bridge Design Professional Engineering Services Contract with DLZ Michigan, Inc.

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE RESOLUTION TO AUTHORIZE A BRIDGE DESIGN PROFESSIONAL ENGINEERING SERVICES CONTRACT WITH DLZ MICHIGAN, INC.

Discussion.

Bill Conklin, Managing Director ICRD, and Jim Hudgins, Director of Purchasing, were both on hand to discuss the resolution.

After Comm. Mcgrain’s request, Mr. Conklin briefly explained the requirements of the bridgework and the qualifications they looked at when selecting a proposal to recommend.

MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Tennis and Vickers.

11. Farmland and Open Space Preservation Board
   a. Resolution Authorizing a Contract with Sheridan Land Consulting for Consulting Services to the Ingham County Farmland and Open Space Preservation Board
MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. ANTHONY, TO APPROVE THE RESOLUTION AUTHORIZING A CONTRACT WITH SHERIDAN LAND CONSULTING FOR CONSULTING SERVICES TO THE INGHAM COUNTY FARMLAND AND OPEN SPACE PRESERVATION BOARD.

Discussion.

MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Tennis and Vickers.

b. Resolution Approving Proceeding to Close Permanent Conservation Easement Deeds on Goodnoe and Stickle Properties

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE RESOLUTION APPROVING PROCEEDING TO CLOSE PERMANENT CONSERVATION EASEMENT DEEDS ON GOODNOE AND STICKLE PROPERTIES.

Discussion.

Comm. McGrain asked where the properties are located and how big the properties are.

Stacy Byers, Farmland Preservation, stated that the properties are in Williamston, along the Red Cedar River. She said the properties together total 140 acres of land.

COMM. BAHAR-COOK ASKED THAT THE LOCATION OF THE PROPERTIES BE ADDED INTO THE RESOLUTION.

MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Tennis and Vickers.

15. MIS Department - Resolution to Authorize the Purchase of Microsoft Software Licensing and Software Assurance through Dell Computer

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE RESOLUTION TO AUTHORIZE THE PURCHASE OF MICROSOFT SOFTWARE LICENSING AND SOFTWARE ASSURANCE THROUGH DELL COMPUTER.

Discussion.

Mike Ashton, Chief Information Officer of MIS, was present to speak to the committee regarding the benefits of the proposed purchases through Microsoft and Dell.

MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Tennis and Vickers.

16. Board Referral - Letter from the Eastwood Downtown Development Authority Regarding the Attached Lansing Township Downtown Development Authority TIF, the Attached Development Plan Amendment and the Attached Notice of Hearing
Tim Dolehanty, Controller/Administrator informed the committee that he, along with John Neilsen, Chief Deputy Controller, were in attendance at Lansing Township’s public hearing on December 3, 2013 and he was able to publicly voice the County’s position on the meeting’s record. He stated that he voiced the objection to the capture of Ingham County tax revenues above and beyond the tax capture previously authorized in the 2004 tax sharing agreement between the County and Township.

**Announcements**

None.

**Public Comment**

None.

The meeting was adjourned at approximately 6:54 p.m.
RESOLUTION ACTION ITEMS:

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

1. **Drain Commissioner** - Resolution Pledging Full Faith and Credit to Green #4 Consolidated Drain Drainage District 2014 Bonds

The Green #4 Consolidated Drainage District is located entirely within Delhi Charter Township and includes 473 parcels over an area of 196.2 acres. A full faith and credit pledge by the Board of Commissioners will help obtain a lower interest rate on the bonds, resulting in lower costs for the municipalities and property owners of the drainage district. If approved, the draft resolution would authorize the County’s full faith and credit for an amount not to exceed $6,500,000.

2a. **Health Department** - Resolution to Recommend the Elimination of Health Plan Management Services

This resolution eliminates the Health Plan Management Services (HPMS) division of the Ingham County Health Department. This action is necessary because with the 2014 implementation of Michigan’s Medicaid expansion program of “Healthy Michigan”, 11 of the 14 county health plans utilizing HPMS services will no longer be in service as of April 30, 2014, as their members become eligible for Medicaid. This will reduce HPMS membership to approximately 6,000 members. Other arrangements have been made to provide services for those remaining members. The projected impact on the overall FY 2013-2014 Health Department budget from the elimination of HPMS services on April 30, 2014 will result in a reduction of revenues in excess of expenditures of $53,986. This is based upon projections for costs and revenues through April 30, 2014. Ten positions will be eliminated and three more positions will be transferred to other areas of the Health Department.

2b. **Health Department** – Resolution to Authorize Amendment #1 to the 2013-2014 Comprehensive Agreement with the Michigan Department of Community Health

This resolution authorizes Amendment #1 of the 2013-2014 Comprehensive Agreement with the Michigan Department of Community Health (MDCH). The Comprehensive Agreement is regularly amended to adjust funding levels and clarify terms and conditions. Amendment #1 will increase the budget for Comprehensive Local Health Services from $5,100,347 to $5,161,497 for a total increase of $61,150. The Amendment makes the following specific changes in the budget:

1. WIC Breastfeeding Consultant program, an increase of $5,650 to $56,500.
2. CCC Community Implementation Project, $40,000.
3. Childhood Lead Poisoning Prevention, $7,500.
4. Maternal Infant Early Childhood Home Visiting Initiative (MIECHV) Expansion, $8,000

Please see the attached memorandum for more details.
2c. **Health Department - Resolution to Amend Resolution #13-445 to Remove the Authorization for an Agreement with Michigan State University College of Osteopathic Medicine for Infectious Disease Physician Services**

This resolution authorizes an amendment to Resolution #13-445 to remove the authorization for an agreement with Michigan State University College of Osteopathic Medicine for Infectious Disease Physician Services of Dr. Gulick, as the agreement already exists.

2d. **Health Department - Resolution to Amend Resolution #13-486 to Correct a Position Number**

This resolution authorizes an amendment to Resolution #13-486 correcting the position to be eliminated as #601042.

3a. **Road Department – Resolution to Authorize a Bridge Design Professional Engineering Services Contract with DLZ Michigan, Inc.**

The Ingham County Road Department (ICRD) received 2015 Local Bridge Program funding to perform bridge rehabilitation and preventative maintenance work on Clark Road over Deer Creek, Columbia Road over Doan Creek, and Meech Road over Doan Creek. These three projects will be packaged together as a single construction contract because of economy of scale and their need for similar work. Both ICRD and Purchasing Department staff agree to recommend that DLZ Michigan, Inc. of Lansing, Michigan, be retained to provide the requested bridge design services. Their estimated fee totals $19,122.31.

3b. **Road Department – Resolution Authorizing the Purchase of One Trimble R6 GNSS Base and R10 Rover System for the Road Department**

The Engineering Division of the Road Department requests authorization to purchase survey equipment that will greatly enhance productivity. The Road Department was recently awarded additional federal and state funds for road and bridge projects beyond the normal workload, and acquisition of this equipment will certainly help to assure the Department’s ability to meet these new obligations. The desired equipment will cost $49,413.00, including a trade allowance for an unrelated, retired survey instrument.

4. **MIS Department – Resolution to Approve the Renewal of Cisco Smart Net from Information Systems Inteligency (ISI)**

MIS seeks authorization to purchase Smart Net, a maintenance program offered on equipment manufactured by Computer Information System Company (CISCO) such as routers, switches and firewalls. Smart Net provides 24/7 coverage on the county’s primary network. Renewal of the Smart Net maintenance agreement will cost $78,372.71 over the next five years.
5. **Economic Development** - Resolution Approving the Ingham County Brownfield Redevelopment Authority Brownfield Plan for the Dart Bank Headquarters at 222 W. Ash Street and 368 S. Park Street City Of Mason, Michigan

Dart Bank purchased the former Inco Graphics facility adjacent to the current Dart Bank facility in Mason. Dart Bank plans to demolish both facilities and build a new bank/headquarter facility on the site. Site developers approached the Ingham County Brownfield Redevelopment Authority (ICBRA) to propose a Brownfield Redevelopment Plan with a Tax Increment Financing (tax capture) plan to pay for environmental remediation projects on the property. The ICBRA recommended approval of the plan. Following a public hearing scheduled to occur during the regular Board meeting on February 11, Commissioners will be asked to approve the Brownfield Plan.

**OTHER ACTION ITEM:**

6. **Board of Commissioners** - Appointments to the Equalization Subcommittee *(No Materials)*
Memo to Ingham County Board of Commissioners

From: Patrick E. Lindemann, Ingham County Drain Commissioner

Re: Green #4 Consolidated Drain Maintenance and Improvement Project

January 23, 2014

I am requesting that the Board of Commissioners grant Full Faith and Credit of the County for the bonds that will finance the Green #4 Consolidated 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 municipalities and property owners of the drainage district who are liable to pay for the benefits of the project. The Project is located entirely within Delhi Charter Township (see attached map of the existing Drain and Drainage District). There are 473 properties and 196.2 acres within the Green #4 Consolidated Drain Maintenance and Improvement Project Special Assessment District. The municipalities with benefit at-large for this Project include Delhi Charter Township and the County of Ingham.

The Green #4 Consolidated Drain Maintenance and Improvement Project results from a November 1, 2011 petition submitted by Delhi Charter Township to consolidate seven drains and their drainage districts into one drain and one drainage district in order to provide for more efficient and cost-effective administration, maintenance, and improvement of the drainage. Delhi Charter Township also petitioned for this new consolidated drain, the Green #4 Consolidated Drain, to be maintained and improved to address the longstanding and frequent flooding problems within the central, older core of the Township. On November 29, 2011, the petition was found necessary by a statutory Board of Determination. The proposed Project includes construction of 3.6 miles of new storm drains and leads, 165 new drainage structures, 6 lane miles of street improvements, including over 2000 linear feet of curb and gutter, and 3 acres of new detention pond excavation. The Project is being coordinated with gas and water utility improvements and Township sidewalk improvements in the Project area. The Project construction is expected to commence in May, 2014 and be completed in June, 2015.

My request for Full Faith and Credit normally would be submitted to the Board after the Project was let to bid so that the exact costs of the Project could be included, either within this memo, or discussed at the Committee meetings. In this case, however, because of the County’s lack of “Qualified Status”, I must request your action sooner than we would normally, and before I have the exact costs, because I still have to submit to the Department of Treasury for approval after receiving the County’s Full Faith and Credit before I can go out to the bond market. Therefore, in order to stay on schedule and receive the bonds in time to commence work in this construction season in May, I need to start this process now. I have attached a resolution that authorizes the County’s Full Faith and Credit for a not-to-exceed amount of $6,500,000.

I plan on attending your Committee meetings on February 4th and February 5th, and the Board meeting on February 11th to answer questions. Thank you for consideration of my request for this Project. It is an honor and a privilege to serve the citizens, municipalities, and businesses of Ingham County.
January 22, 2014

Mr. Patrick E. Lindemann
Ingham County Drain Commissioner
707 Buhl Ave.
Mason, MI 48854

RE: Green #4 Consolidated Drain Drainage District
State Equalized Value (SEV) Analysis for Full Faith & Credit

Dear Mr. Lindemann:

This letter is a summary analysis of SEVs for the Green #4 Consolidated Drain Drainage District. The following percentages are estimates and are based on analyses of the total SEV of Delhi Charter Township and Ingham County. The SEV value for the lands in the special assessment district is based on the individual SEVs taken from the most current 2013 property tax records found on the www.delihtownship.com web site. The SEV values for the lands in the special assessment district are based on the SEV of the entire parcel for each parcel that is a part of the special assessment district, regardless of whether the entire parcel is in the district, or just a portion.

The SEVs used for municipalities are from the published 2013 equalization report available at:


The requested full faith and credit amount is $6,500,000. The total SEV for all of Delhi Charter Township is $710,930,773. The estimated SEV for the lands within the special assessment district is $22,250,250. Additionally, the total SEV for all of Ingham County is $7,313,047,709. Using these numbers, the following relationships are realized:

<table>
<thead>
<tr>
<th>Full Faith &amp; Credit Amount</th>
<th>% of Total SEV</th>
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<tbody>
<tr>
<td>Estimated SEV of the lands in the special assessment district</td>
<td>$22,250,250</td>
</tr>
<tr>
<td>Delhi Charter Twp 2013 SEV</td>
<td>$710,930,773</td>
</tr>
<tr>
<td>Ingham County 2013 SEV</td>
<td>$7,313,047,709</td>
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</tbody>
</table>
Please contact our office at (989) 224-2355 with any questions or concerns.

Sincerely,

Spicer Group, Inc.

James E. Ensign, PE
Project Manager

cc: Carla Clos – Deputy Drain Commissioner
Minutes of a regular meeting of the Board of Commissioners of Ingham County, Michigan, held in the Ingham County Courthouse, Mason, Michigan, on February 11, 2014, 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 Green #4 Consolidated Drain Maintenance and Improvement Project (the “Project”), which is being undertaken by the Green #4 Consolidated Drain Drainage District (the “Drainage District”) in a Special Assessment District (the “Special Assessment District”) established by the Drainage 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 $6,500,000 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 $6,500,000. 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 (“Authorized Officers”), 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 and to participate in the preparation of a preliminary official statement and a final official statement for the Bonds and to give any approvals necessary therefor.

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

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

YEAS: Commissioners _____________________________________________________

NAYS: Commissioners _____________________________________________________

ABSTAIN: Commissioners ___________________________________________________

COUNTY SERVICES:
Yeas: __________________________ Absent: __________________________ Approved: _______

Nays: __________________________ Absent: __________________________ Approved: _______

FINANCE:
Yeas: __________________________ Absent: __________________________ Approved: _______

Nays: __________________________ Absent: __________________________ Approved: _______

RESOLUTION DECLARED ADOPTED.

____________________________________
Barb Byrum, Clerk
County of Ingham
I, Barb Byrum, the duly qualified and acting Clerk of Ingham County, Michigan (the “County”) do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners at a meeting held on February 11, 2014, 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 11th day of February, 2014.

Barb Byrum, Clerk
County of Ingham
MEMORANDUM

TO: Human Services Committee
   County Services
   Finance Committee

FROM: Nancy Hayward, MPH, RN, Acting Health Officer

DATE: January 23, 2014

RE: Resolution Authorizing the Elimination of Health Plan Management Services

Health Plan Management Services (HPMS) provides administrative services for 14 county health plans in Michigan covering 21 of the state’s 83 counties for approximately 32,000 members. The HPMS unit staff provide support to multiple County Health Plans, including the Ingham Health Plan Corporation. HPMS provides “back office services” and coordination for reimbursements from the State of Michigan. With the 2014 implementation of Michigan’s Medicaid expansion program of “Healthy Michigan”, 11 of the 14 county health plans utilizing HPMS services will no longer be in service as of April 30, 2014, as their members become eligible for Medicaid. This will reduce HPMS membership to approximately 6,000 members.

The three remaining health plans include Ingham Health Plan (IHP), Washtenaw Health Plan, and Kalamazoo County Health Plan. Washtenaw Health Plan intends to contract with the University of Michigan Health System for its administrative services to cover their estimated 3,000 members that will remain active after implementation of Healthy Michigan, thereby no longer requiring services of HPMS. The Health Department has communicated its ongoing commitment to support Ingham Health Plan and their approximately 3,000 Ingham County residents that will remain active after Healthy Michigan. In addition, Kalamazoo County Health Plan estimates approximately 1,000 members will remain active. IHP has expressed tentative plans to provide the administrative services currently provided by HPMS for its own members, Kalamazoo County

This loss of services required by the 14 health plans and associated revenue due to the approximately 90% reduction of health plan membership served by the HPMS unit, necessitates a suspension of services and consequent HPMS program and position eliminations effective April 30, 2014. The Health Department will eliminate 13 HPMS staff positions. Two positions will be transferred to other units in the Health Department. A third position will be eliminated, but the incumbent employee will be transferred to a corresponding vacant position. The end result will be that 10 employees will be receiving layoff notices effective April 30, 2014. We have informed the bargaining units that represent the employees that will be affected.

Because HPMS’s actual monthly revenues have surpassed monthly revenue projections, the projected impact on the overall FY 2013-2014 Health Department budget from the elimination of HPMS services on April 30, 2014, will result in a reduction of revenues in excess of expenditures of $53,986. This is based upon projections for costs and revenues through April 30, 2014, and may change dependent upon final decisions of our 14 health plans which utilize HPMS services, as well as the State of Michigan.

I recommend that the Ingham County Board of Commissioners adopt the attached resolution recommending the elimination of Health Plan Management Services.

c: John Jacobs w/attachment
   Barb Mastin w/attachment
INTRODUCED BY THE HUMAN SERVICES, COUNTY SERVICES AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE ELIMINATION OF HEALTH PLAN MANAGEMENT SERVICES

WHEREAS, the Ingham County Health Department’s Health Plan Management Services (HPMS) provides administrative support services to the Ingham Health Plan Corporation and a total of 14 County Health Plans which includes approximately 32,000 members; and

WHEREAS, as of April 30, 2014, with the 2014 implementation of Michigan’s Medicaid expansion program of “Healthy Michigan”, 11 of the 14 county health plans utilizing HPMS services will no longer be in service; and

WHEREAS, loss of these services required by the 14 health plans and associated revenue due to the approximately 90% reduction of health plan membership served by the HPMS unit, necessitates a suspension of services and consequent HPMS program and position eliminations effective April 30, 2014; and

WHEREAS, the Acting Health Officer recommends that the Ingham County Board of Commissioners authorize the elimination of Health Plan Management Services effective April 30, 2014.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes the elimination of Health Plan Management Services effective April 30, 2014.

BE IT FURTHER RESOLVED, effective upon the elimination date of Health Plan Management Services, the following positions are eliminated:

<table>
<thead>
<tr>
<th>Position Name</th>
<th>Position Number</th>
<th>Position Grade</th>
</tr>
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<tbody>
<tr>
<td>Community Health Rep. II</td>
<td>601081</td>
<td>UAW/D</td>
</tr>
<tr>
<td>Billing &amp; Reporting Clerk</td>
<td>601071</td>
<td>UAW/E</td>
</tr>
<tr>
<td>Community Health Rep. II</td>
<td>601062</td>
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<td>UAW/D</td>
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<td>601199</td>
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</tr>
<tr>
<td>HPM Service Manager</td>
<td>601067</td>
<td>MCF/11</td>
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<tr>
<td>Medical Services Coordinator</td>
<td>601064</td>
<td>PHN/4</td>
</tr>
<tr>
<td>Nurse Case Manager</td>
<td>601080</td>
<td>PHN/3</td>
</tr>
<tr>
<td>Nurse Case Manager</td>
<td>601420</td>
<td>PHN/3</td>
</tr>
<tr>
<td>Health Analyst</td>
<td>601058</td>
<td>ICEA/PRO/8</td>
</tr>
</tbody>
</table>

BE IT FURTHER RESOLVED, effective upon the elimination date of Health Plan Management Services, the Health Information Systems Coordinator (Position # 601061) will be transferred to Community Health Center Administration, and the Quality and Safety Coordinator (Position # 601069) will be transferred .5 FTE to Community Health Center Administration and .5 FTE to Health Department Administration.

BE IT FURTHER RESOLVED, the Controller/Administrator is authorized to make any necessary changes to the budget and approved position list consistent with this resolution.
MEMORANDUM

TO: Human Services Committee
    Finance Committee

FROM: Nancy Hayward, MPH, RN, Acting Health Officer

DATE: January 23, 2014

RE: Resolution to Authorize Amendment #1 to the 2013-2014 Comprehensive Agreement with the Michigan Department of Community Health

This is a recommendation to authorize Amendment #1 of the 2013-2014 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 2013-2014 Agreement in Resolution #13-384.

The Comprehensive Agreement is regularly amended to adjust funding levels and clarify terms and conditions. Amendment #1 will increase the budget for Comprehensive Local Health Services from $5,100,347 to $5,161,497 for a total increase of $61,150. The Amendment makes the following specific changes in the budget:

5. WIC Breastfeeding Consultant program, an increase of $5,650 to $56,500.
6. CCC Community Implementation Project, $40,000.
7. Childhood Lead Poisoning Prevention, $7,500.
8. Maternal Infant Early Childhood Home Visiting Initiative (MIECHV) Expansion, $8,000

Regarding Item 2, the state is providing funds for training of community health center staff in providing tobacco users with an effective tobacco intervention. The location of these services will be at facilities that support individuals with a mental health diagnosis in quitting smoking, but the programs will be open and promoted to all community health center clients.

Regarding Item 3, the State is providing funding for lead poisoning prevention activities centered on building safety, code compliance, housing rehab and property management policies and practices. These activities include implementing MDCH’s community assessment tool and educating landlords, property managers, homeowners & parents.

Regarding Item 4, the State is providing funds to allow the home visiting leadership group to complete/update an exploration and planning tool that reflects the current service needs and gaps in the community and to explore the possibility of, and options for, expansion of evidence based home visiting programs.

I recommend that the Board of Commissioners adopt the attached resolution.

c: John Jacobs w/attachment
   Barb Mastin w/attachment
   Debbie Edokpolo w/attachment
   Jim Wilson w/attachment
Agenda Item 2b

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AMENDMENT #1
TO THE 2013-2014 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 2013-2014 Agreement for the delivery of public health services under the Comprehensive Agreement process as authorized by Resolution #13-384; and

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

WHEREAS, the Acting 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 #1 to the 2013-2014 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 $5,100,347 to $5,161,497 for a total increase of $61,150.

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

1. WIC Breastfeeding Consultant program, an increase of $5,650 to $56,500.
2. CCC Community Implementation Project, $40,000.
3. Childhood Lead Poisoning Prevention, $7,500.

BE IT FURTHER RESOLVED, that the Acting Health Officer, Nancy Hayward, and John Jacobs, Chief Financial Officer of the Health Department, are authorized to submit Amendment #1 of the 2013-2014 Comprehensive Agreement 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 2014 Budget as necessary to implement this resolution.
MEMORANDUM

TO: Human Services Committee
Finance Committee

FROM: Nancy Hayward, MPH, RN, Acting Health Officer

DATE: January 23, 2014

RE: Resolution to Amend Resolution #13-445

In resolution #13-445, the Board of Commissioners authorized an agreement with Michigan State University College of Osteopathic Medicine for Infectious Disease Physician Services of Dr. Gulick.

A three year agreement with Michigan State University College of Osteopathic Medicine for Infectious Disease Physician Services of Dr. Gulick was authorized in resolution #12-347.

The attached resolution will amend resolution #13-445, removing the authorization for the agreement with Michigan State University College of Osteopathic Medicine, as the agreement was authorized in resolution #12-347.

I recommend that the Board of Commissioners authorize an amendment to resolution #13-445.

c: Barb Mastin, w/attachment
   John Jacobs, w/attachment
Agenda Item 2c

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #13-445 TO REMOVE THE AUTHORIZATION FOR AN AGREEMENT WITH MICHIGAN STATE UNIVERSITY COLLEGE OF OSTEOPATHIC MEDICINE FOR INFECTIOUS DISEASE PHYSICIAN SERVICES

WHEREAS, in Resolution #13-445 an agreement was authorized with Michigan State University College of Osteopathic Medicine for Infectious Disease Physician Services of Dr. Gulick; and

WHEREAS, in Resolution #12-347, the same agreement was authorized with the option to renew for one year periods to complete project requirements; and

WHEREAS, in Resolution #13-445 it was not necessary to authorize an agreement with Michigan State University College of Osteopathic Medicine; and

WHEREAS, the Acting Health Officer recommends that the Board of Commissioners authorize an amendment to Resolution #13-445 removing the authorization for an agreement with Michigan State University College of Osteopathic Medicine, as the agreement was authorized in Resolution #12-347.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an amendment to Resolution #13-445 to remove the authorization for an agreement with Michigan State University College of Osteopathic Medicine for Infectious Disease Physician Services of Dr. Gulick, as the agreement already exists.

BE IT FURTHER RESOLVED, that all other terms and conditions authorized in Resolution #13-445 are unchanged.
MEMORANDUM

TO: Human Services Committee  
    County Services Committee  
    Finance Committee

FROM: Nancy Hayward, MPH, RN, Acting Health Officer

DATE: January 23, 2014

RE: Resolution to Amend Resolution #13-486

In Resolution #13-486, the Board of Commissioners authorized the Reorganization of the Health Department in response to Federal Requirements.

In the resolution, Position #601402, Prevention Programs Supervisor was eliminated effective April 1, 2014.

The position number listed in the resolution was incorrect. The correct position number should be #601042.

I recommend that the Board of Commissioners authorize the amendment to Resolution #13-486 and correct the position number.

c: John Jacobs, w/attachment  
    Barb Mastin, w/attachment
INTRODUCED BY THE HUMAN SERVICES, COUNTY SERVICES AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #13-486 TO CORRECT A POSITION NUMBER

WHEREAS, the Board of Commissioners authorized a resolution to reorganize and adjust the Health Department Capacity in Response to Federal Requirements; and

WHEREAS, the Prevention Programs Supervisor, Position #601402, was approved to be eliminated effective April 1, 2014; and

WHEREAS, the resolution contained an incorrect position number and should have been listed as #601042; and

WHEREAS, the Acting Health Officer recommends that the Board of Commissioners accept the proposed amendment.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes an amendment to Resolution #13-486 correcting the position to be eliminated as #601042.

BE IT FURTHER RESOLVED, that all other terms and conditions of Resolution #13-486 remain the same.
TO: County Services and Finance Committees  
FROM: Robert Peterson, Director of Engineering  
Road Department  
DATE: January 22, 2014  
SUBJECT: Bridge Preventative Maintenance Professional Engineering Services  
Clark Road Bridge over Deer Creek  
Columbia Road Bridge over Doan Creek  
Meech Road Bridge over Doan Creek  

The Ingham County Road Department (ICRD) received 2015 Local Bridge Program funding to perform bridge rehabilitation and preventative maintenance work on the Clark Road over Deer Creek, the Columbia Road over Doan Creek, and the Meech Road over Doan Creek bridges. These three projects will be packaged together as a single construction contract because of economy of scale and their need for similar work.

The ICRD solicited proposals from Michigan Department of Transportation (MDOT) pre-qualified design consultants to provide professional engineering services for the preventative maintenance projects.

The Purchasing Department advertised for Bridge Preventative Maintenance Professional Engineering Services and received four (4) proposals. ICRD and Purchasing Department staff reviewed the proposals for adherence to county purchasing requirements, proposed scope of work, similar project experience, and overall value to the county. Both ICRD and Purchasing Department staff agree to recommend that DLZ Michigan, Inc. of Lansing, Michigan, be retained to provide the requested bridge design services. Their estimated fee totals $19,122.31.

I respectfully recommend that the Board of Commissioners adopt the attached resolution and accept the professional engineering services proposal from DLZ Michigan, Inc.
Agenda Item 3a

MEMORANDUM

TO: County Services and Finance Committees

FROM: Jim Hudgins, Director of Purchasing

DATE: January 23, 2014

SUBJECT: Proposal Summary for Professional Engineering Services for the 2015 Bridge Preventative Maintenance Project

Project Description:
Proposals were sought from Michigan Department of Transportation (MDOT) prequalified and experienced engineering firms for the purpose of entering into a contract to provide professional engineering services for the 2015 Bridge Preventative Maintenance Project.

The proposed work generally involves the full collection of MDOT / FHWA (Federal Highway Administration) preventative maintenance strategies, including but not limited to abutment repairs, bridge railing replacements, minor deck widening, deck overlays, structural steel cleaning & painting, guardrail installations, scour countermeasures, and deck drain downspout installation.

All proposed work shall be in accordance with MDOT, Michigan Department of Environmental Quality (MDEQ), Michigan Department of Natural Resources (MDNR), and any other required review agency requirements.

Professional engineering services will be provided for the following bridges:

1. Clark Road Bridge over Deer Creek, Sections 33 & 34, Wheatfield Township
2. Columbia Road Bridge over Doan Creek, Section 1 & 12, Ingham Township
3. Meech Road Bridge is located in Sections 19 Leroy Township & 24 Wheatfield Township

Proposal Summary:
Vendors contacted: 36  Local: 8
Vendors responding: 4  Local: 3

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Total</th>
<th>Local</th>
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<tr>
<td>DLZ Michigan Inc</td>
<td>$19,122</td>
<td>Yes - Lansing</td>
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<tr>
<td>HH Engineering Ltd.</td>
<td>$19,600</td>
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<tr>
<td>Great Lakes Engineering Group, LLC</td>
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</tr>
<tr>
<td>The Mannik &amp; Smith Group</td>
<td>$28,859</td>
<td>Yes - Lansing</td>
</tr>
</tbody>
</table>

Local Vendors Not Responding
**Recommendation:**
It is the recommendation of the Evaluation Committee to award a contract to DLZ Michigan Inc. based on its proposal dated December 20, 2013. DLZ Michigan Inc. submitted the lowest responsive and responsible bid, and has the experience and references required for this project.

**Advertisement:**
The RFP was advertised in the Lansing State Journal, the City Pulse, and posted on the Purchasing Department Web Page.
Agenda Item 3a

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A
BRIDGE DESIGN PROFESSIONAL ENGINEERING SERVICES CONTRACT
WITH DLZ MICHIGAN, INC.

WHEREAS, the Ingham County Road Department (ROAD DEPARTMENT) received 2015 Local Bridge Program to perform bridge rehabilitation and preventative maintenance work on the Clark Road over Deer Creek, the Columbia Road over Doan Creek, and the Meech Road over Doan Creek bridges; and

WHEREAS, the ROAD DEPARTMENT solicited proposals from Michigan Department of Transportation pre-qualified design consultants to provide professional engineering services for the bridge preventative maintenance projects; and

WHEREAS, the Ingham County Purchasing Department advertised for Hull Road Bridge Professional Engineering Services and received four (4) proposals; and

WHEREAS, the ROAD DEPARTMENT and Purchasing Department staff evaluated the submitted proposals and recommend that the Board of Commissioners authorize a professional services contract with DLZ Michigan, Inc. of Lansing, Michigan.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with DLZ Michigan, Inc., 1425 Keystone Drive, Lansing, Michigan, based on its proposal dated December 20, 2013, for Bridge Preventative Maintenance Professional Engineering Services.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is hereby authorized to sign any necessary contract documents, on behalf of the County, after approved as to form by the County Attorney.
MEMORANDUM

TO: County Services and Finance Committees

FROM: William M. Conklin, Managing Director
Road Department

DATE: January 23, 2014

RE: Survey Equipment Purchase for the Road Department

The Engineering Department of the Road Department is requesting Board authorization as required by the county purchasing policy for purchase of survey equipment. The equipment desired will augment existing survey equipment to provide the capability for one surveyor to perform work previously generally requiring a two-person crew and will increase productivity 2 to 3 fold as well. This will greatly improve the engineering department’s productivity and efficiency such that the labor savings is estimated to return the investment on the desired equipment in 3 to 5 years. This is especially important as the Road Department has been awarded additional federal and state funded road and bridge projects beyond normal work load including several additional bridge projects through the Local Bridge Program, several spot safety projects through the various federal safety programs, and additional road projects that will result from the recently announced State 2014 Budget Surplus which is being shared with local road agencies.

The requested equipment uses satellite-based Global Positioning System (GPS) technology to more accurately locate existing features and/or to stake out proposed road improvements by use of a “base station” and hand held “rover” unit which together triangulate locations where the rover is held using satellites. Accuracy, speed and the saving of one person’s labor are the benefits of this system over existing optical survey equipment used alone.

The desired equipment must be compatible with existing equipment and thus must be of the same make. In addition the manufacturer distributes their products through singular, territorial retailers. Thus this equipment is only available sole-source and consequently was not put out for bidding.

The desired equipment is the Trimble (manufacturer) R6 GNSS Base and R10 Rover System sold by Michigan Surveyors Supply, Lansing, MI, at federal GSA pricing extended to local governments, at a total system cost of $49,413.00, which is net of a $3,000 trade allowance for an unrelated, retired survey instrument to be traded in.

The Road Department’s approved 2014 Budget for Engineering Capital Equipment is currently $10,000. The Engineering Department has long sought this equipment, but heretofore it has not been budgeted due to general fiscal constraints. The recent award of State 2014 Budget Surplus funding to the Michigan Avenue, Waverly Road to Clare Street project in Lansing Township, includes the allowance of state reimbursement of our staff engineering costs to survey, design and oversee construction of this project. Engineering staff costs generally are included in the Road Department’s approved 2014 Budget. Thus the additional unbudgeted state reimbursement revenue will enable a budget adjustment to recognize the additional revenue, decrease engineering staff expenditures from the Road Department’s general MTF revenue, and thus increase the Engineering Capital Equipment budget to fund the requested purchase. Therefore along with this purchase authorization, the Road Department requests Board authorization for an early budget adjustment which would occur as follows: transfer $40,000 from current fund balance to Engineering Capital Equipment; recognize additional state revenue for
Michigan Avenue engineering costs when received, expected in next several months, and return un-needed funds to fund balance. This would allow purchase of the desired equipment immediately upon Board approval to begin survey of the Michigan Avenue project as soon thereafter as weather allows, which is necessary to meet the desired project timelines.

The Road and Purchasing departments have reviewed this request and recommend Board approval of the attached resolution.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE PURCHASE OF ONE TRIMBLE R6 GNSS BASE AND R10 ROVER SYSTEM FOR THE ROAD DEPARTMENT

WHEREAS, the Road Department desires to upgrade its engineering survey system to provide more accurate, more productive, one-person surveying capability; and

WHEREAS, the Road Department has been awarded additional federal and state funded road and bridge projects beyond normal work load including several additional bridge projects through the Local Bridge Program, several spot safety projects through the various federal safety programs, and additional road projects that will result from the recently announced State 2014 Budget Surplus which is being shared with local road agencies; and

WHEREAS, the desired survey equipment upgrade will significantly enhance the Road Department’s ability to engineer the additional projects mentioned above; and

WHEREAS, the desired equipment must be compatible with existing survey equipment and thus must be of the same make, and the manufacturer distributes the equipment through singular, territorial retailers, thus this equipment is only available sole-source, and consequently was not put out for bidding; and

WHEREAS, the desired equipment is the Trimble (manufacturer) R6 GNSS Base and R10 Rover System sold by Michigan Surveyors Supply, Lansing, MI, at federal GSA pricing extended to local governments, at a total system cost of $49,413.00, which is net of a $3,000 trade allowance for an unrelated, retired survey instrument to be traded in; and

WHEREAS, the Department of Transportation and Roads adopted 2014 budget includes in capital engineering equipment expenditures $10,000, and additional funds for this purchase can be transferred from the Road Department’s unallocated current fund balance, which in turn will be reimbursed by savings in engineering staff costs as State 2014 Budget Surplus funds to be awarded to the Michigan Avenue, Waverly Road to Clare Street, project in Lansing Township, can and will be used to cover some staff engineering costs on this project.

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes purchase of one Trimble (manufacturer) R6 GNSS Base and R10 Rover System sold by Michigan Surveyors Supply, Lansing, MI, at federal GSA pricing extended to local governments, at a total system cost of $49,413.00, which is net of a $3,000 trade allowance for an unrelated, retired survey instrument to be traded in.

BE IT FURTHER RESOLVED, that the Purchasing Director is hereby authorized to sign any necessary purchase documents on behalf of the County.

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes an adjustment in the Road Department’s 2014 budget to fund this purchase to include transferring $40,000.00 from the Road Department’s unallocated current fund balance, which in turn will be reimbursed by savings in engineering staff costs as State 2014 Budget Surplus funds are to be awarded to the Michigan Avenue, Waverly Road to Clare Street, project in Lansing Township, which can and will be used to cover some staff engineering costs on this project.
Ingham County Management Information Services
Michael E. Ashton, Chief Information Officer - Email: mashton@ingham.org

To: Board of Commissioners
From: Michael E. Ashton, CIO
Date: January 23, 2014
Re: Ingham County CISCO Maintenance

Dear Commissioners,

The County network is operated by what we call routers, switches and firewalls. This type of equipment is manufactured by a company called CISCO. The county network routers, switches, and firewalls have a value of over 1 million dollars if we had to replace today. The phone system is also operated on a CISCO system as well.

This resolution is to purchase what CISCO calls Smart Net. Smart Net is a maintenance program CISCO offers. This provides 24x7 coverage on the county’s primary network. With the phone project we purchased 5 years of coverage for the new system. This included some of our core network equipment as well. The remaining equipment needs to have a renewal of the Smart Net as well. The cost for 5 years of coverage on the rest of the equipment is $78,372.71.

The Smart Net maintenance covers software upgrades to the equipment along with parts. If a part fails CISCO will send a replacement part to the site affected within 4 hours. Utilizing Smart Net saves cost of keeping spare equipment in rooms that would not be used unless there was a failure and also allows us to keep the software current on the equipment.

CISCO works with resale partners and the partner for Ingham County is ISI. The $78,372.71 will be paid out of the MIS Network Equipment Maintenance Contract fund. 63625810-932030.

Thank you for your consideration and feel free to contact me if you have any questions at 676-7371 or Mashton@ingham.org
Agenda Item 4

Introduced by the County Services and Finance Committees of the:

TINGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE RENEWAL OF CISCO SMART NET FROM
INFORMATION SYSTEMS INTELLIGENCE (ISI)

WHEREAS, Ingham County currently utilize CISCO network equipment to operate the county network; and

WHEREAS, annual maintenance is required to maintain the equipment and ensure hardware replacement for failures; and

WHEREAS, the payment for a 5 year 24x7 support on equipment currently not covered is $78,372.71; and

WHEREAS, this payment has been planned for and budgeted and will provide the needed hardware and software support and upgrades needed to maintain our current networking equipment.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the County to purchase CISCO Smart Net from Information Systems Intelligence (ISI) at a cost of $78,372.71.

BE IT FURTHER RESOLVED, the total cost of $78,372.71 will be paid from the MIS Network Equipment Maintenance Contract Fund (636-25810-932030).

BE IT FURTHER RESOLVED, that the Controller is authorized to make any necessary budget adjustments.
Agenda Item 5

TO: Ingham County Board of Commissioners County Services Committee and Finance Committee

FROM: Sandra Gower, Economic Development Coordinator

SUBJECT: Approval of Dart Bank Headquarters Brownfield Redevelopment Plan, City of Mason, Michigan

DATE: January 27, 2014

Dart Bank, which is currently headquartered in the City of Mason, is proposing to build a new headquarters building at 222 W. Ash Street and 368 S. Park Street in the City of Mason. Dart bank has been in business for 90 years.

Dart Bank purchased the former Inco Graphics facility located at 222 W. Ash Street. This property is adjacent to the current bank headquarters at 368 S. Park St. The Inco Graphics property is approximately 1.59 acres with an approximately 36,000 square foot industrial building on the site. This plan includes the demolition of the former Inco Graphics Building and the current bank headquarters building. A new 25,000 square foot building will be built on the site of the Inco Graphics building.

This site is a “facility” as defined in Part 201 of Michigan’s Natural Resources and Environmental Protection Act. (P.A. 451 as amended). The site assessment of the property showed the presence of contaminants at levels greater than generic residential use criteria. Attachment A of the Plan describes the environmental conditions of the property. The plan includes $1,358,150 in eligible expenses.

Dart Bank is applying to the State of Michigan to allow the Capture of State School taxes for this project. If approved by the State $79,661 of the State Education Tax collected by the TIF would go the State Brownfield Redevelopment Fund. The Tax Increment Financing Table is shown in Table 2. It will take approximately 10 years of TIF capture to pay back the eligible expenses.

Dart Bank plans on investing approximately $6,500,000 in the project. The project will create 50 to 70 temporary construction related jobs and approximately 6 new permanent jobs.

The Public Hearing for this project is scheduled for February 11, 2014.

The resolution before you is to approve the Dart Bank Headquarters Brownfield Redevelopment Plan and TIF Capture.
INGHAM COUNTY, MICHIGAN
BROWNFIELD REDEVELOPMENT AUTHORITY
BROWNFIELD PLAN

PROPOSED DART BANK HEADQUARTERS
222 W. ASH STREET AND 368 S. PARK STREET
CITY OF MASON, MICHIGAN

BROWNFIELD PLAN
JANUARY 13, 2014

INGHAM COUNTY
BROWNFIELD REDEVELOPMENT AUTHORITY
CONTACT: SANDRA GOWER, ECONOMIC DEVELOPMENT COORDINATOR
PHONE: (517) 676-7285

PREPARED BY:
Triterra
1210 N. Cedar Street, Suite A
Lansing, Michigan 48906
Contact Person: J.P. Buckingham
jp.buckingham@triterra.us
Phone: 517-853-2155

Approved by the Ingham County Brownfield Redevelopment Authority on
____12/13/2013____

Approved by the City of Mason City Council on
____1/20/2014____

Approved by Ingham County Board of Commissioners on
________________
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I. INTRODUCTION

A. Plan Purpose

The Ingham County Brownfield Redevelopment Authority (Authority or “ICBRA”), duly established by resolution of the Ingham County Board of Commissioners, pursuant to the Brownfield Redevelopment Financing Act, Michigan Public Act 381 of 1996, MCLA 125.2651 et. seq., as amended (Act 381), is authorized to exercise its powers within the County of Ingham, Michigan. The purpose of this Brownfield Plan (the “Plan”), to be implemented by the ICBRA, is to satisfy the requirements of Act 381 for the eligible property described below, designated as 222 W. Ash Street, City of Mason, Michigan (the “Property”), in the ICBRA Brownfield Plan (the “Plan”). The Property consists of two parcels of land totaling approximately 3.17 acres of land. One of the two parcels is a “facility” as defined by Part 201 of Michigan’s Natural Resources and Environmental Protection Act (P.A. 451, as amended). In accordance with Act 381, the remaining parcel included in this brownfield plan is adjacent or contiguous to the facility-designated property and is estimated to increase the captured taxable value of the facility-designated parcel. The parcels are located within the boundaries of the City of Mason, Michigan.

The Plan will allow the ICBRA to use tax increment financing to reimburse Dart Bank (the Developer) for the costs of eligible activities required to redevelop this site with a new headquarters for Dart Bank (“Development”). Any proposed redevelopment of the Property will only be economically viable with the support and approval of the local brownfield redevelopment incentives described herein.

B. Subject Property

The Property presently consists of two parcels of land totaling approximately 3.17 acres of land. The parcel at 222 W. Ash Street consists of approximately 1.59 acres, developed with an approximately 36,000-square foot industrial building. The parcel at 368 S. Park...
Street consists of approximately 1.58 acres of land developed with three commercial buildings ranging from approximately 938-square feet to approximately 5,144-square feet. The Property is situated in a commercial business district with nearby residential development. A summary of the two parcels are presented in the table below:

<table>
<thead>
<tr>
<th>Eligible Property</th>
<th>Address</th>
<th>Tax ID</th>
<th>Basis of Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>222 W. Ash Street</td>
<td>33-19-10-08-235-026</td>
<td>Facility</td>
</tr>
<tr>
<td></td>
<td>368 S. Park Street</td>
<td>33-19-10-08-235-025</td>
<td>Adjacent to Facility</td>
</tr>
</tbody>
</table>

The general Property location, boundaries and historical features are shown on Figures 1, 2 and 3. The legal descriptions of the parcels are included in Table 1. The subject property includes all tangible personal property that now or in the future comes to be owned or installed on the Property.

The Property is eligible for inclusion in this Brownfield Plan in accordance with MCL 125.2652(n) because the 222 W. Ash Street parcel is a “facility” as defined by Part 201 of Michigan’s Natural Resources and Environmental Protection Act (P.A. 451, as amended). The presence of contaminants at levels greater than generic residential use criteria is demonstrated by the results of a site assessment presented in the following document: Baseline Environmental Assessment (BEA) dated January 11, 2013, completed for 222 W. Ash Street, prepared by Mark Henne Environmental, LLC. A summary of known environmental conditions is included in Attachment A. The soil exceedances are also shown on Figure 4.

C. Project Description

The redevelopment site is located in the downtown area of the City of Mason, adjacent to the City Hall and Fire Department. The Development project includes demolition of the three existing buildings to accommodate a new headquarters for Dart Bank. The buildings were constructed in the late 1960’s and contain asbestos containing materials that will require abatement prior to demolition. In addition to the existing buildings, former foundations from the previous residential structures and an auto sales shop may still remain on the Property and will need to be removed.

Improvements to the Property will consist of security measures (i.e., lighting), utility improvements, asphalt parking, retaining wall and construction of a new 25,000-square foot, three story office building. The banking will operate on the first floor and will include a drive through teller on the west side. Space for training and for future growth will be incorporated into the design. The redevelopment of this Property will require eligible activities that are necessary for purchasing and preparing the Property for redevelopment (i.e., Phase I ESA, demolishing the existing buildings, soil balancing, etc.).

The total anticipated investment into the redevelopment project is approximately $6,500,000. The Development will result in the redevelopment and reuse of a vacant,
deteriorating, contaminated property in the city of Mason. This Development will improve the appearance of the area, reduce potential human health and environmental impacts from site contamination to nearby neighborhoods and add over $3,000,000 of taxable value to the Property. This redevelopment will also result in the creation of 50 to 70 temporary construction related jobs. In addition to the construction related jobs, the redevelopment is anticipated to generate approximately 6 new jobs for the City of Mason and Ingham County.

Dart Bank is excited to build their new headquarters in the City where it all began approximately 90 years ago!

II. GENERAL DEFINITIONS AS USED IN THIS PLAN

All words or phrases not defined herein shall have the same meaning as such words and phrases included in Act 381.

III. BROWNFIELD PLAN

A. Description of Costs to Be Paid With Tax Increment Revenues and Summary of Eligible Activities

The Developer will be reimbursed for the costs of eligible activities necessary to prepare the Property for redevelopment. The costs of eligible activities included in, and authorized by, this Plan will be reimbursed with incremental local and state tax revenues generated by the Property redevelopment and captured by the ICBRA, subject to any limitations and conditions described in this Plan and the terms of a Reimbursement Agreement between the Developer and the Authority (the “Reimbursement Agreement”).

The total cost of activities eligible for reimbursement from tax increment revenues is projected to be $1,437,811.

The eligible activities are summarized below:

Environmental

Phase I ESA and BEA .......................................................... $5,000
Due Care Activities (i.e., removal of impacted soil) ......................... $60,000

Non-Environmental

Hazardous Materials Assessment and Abatement ......................... $80,000
Demolition of Structures (three buildings and former foundations) ......... $380,000
Site Preparation

Civil/Geotechnical Engineering/Testing ................................................... $60,000
Temporary utilities .................................................................................... $50,000
Relocation of existing utilities ................................................................. $18,000
Excavation – soil balancing/grading ....................................................... $242,500
Site trailer .................................................................................................. $20,000
Temporary fencing/erosion control/traffic control .................................... $90,000

Public Infrastructure Improvements

Sidewalk .................................................................................................... $25,000
Parking lot asphalt ..................................................................................... $80,000
Retaining wall ........................................................................................... $60,000

Brownfield Plan/381 Work Plan ................................................................. $10,500

Estimated Costs of Eligible Activities ...................................................... $1,181,000

Contingency (15%) ......................................................................................... $177,150

Total Estimated Costs of Eligible Activities ................................................ $1,358,150

State Brownfield Redevelopment Fund ................................................... $79,661

Total Local and State Tax Capture .......................................................... $1,437,811

The costs listed above are estimated and may increase or decrease depending on the nature and extent of unknown conditions encountered on the Property. The actual cost of those eligible activities encompassed by this Plan that will qualify for reimbursement from tax increment revenues captured by the ICBRA shall be governed by the terms of a Reimbursement Agreement. No costs of eligible activities will be qualified for reimbursement except to the extent permitted in accordance with the terms and conditions of the Reimbursement Agreement and Section 2 of Act 381 of 1996, as amended (MCL 125.2652). The Reimbursement Agreement and this Plan will dictate the total cost of eligible activities subject to payment. As long as the total cost limit described in this Plan is not exceeded, line item costs of eligible activities may be adjusted after the date this Plan is approved by the City of Mason City Council.

B. Estimate of Captured Taxable Value and Tax Increment Revenues

The ICBRA will capture 100% of the incremental local and state school tax revenues generated from real and personal property to reimburse the Developer for the costs of eligible activities under this Plan in accordance with the Reimbursement Agreement. The actual annual captured incremental taxable value and associated tax increment revenue will be determined by the ICBRA. The actual increased taxable value of the land and all future taxable improvements on the Property may vary.
It is the intent of this Plan to provide for the proportional capture of all eligible tax increments in whatever amounts and in whatever years they become available until the eligible brownfield costs are repaid or 30 years, whichever is shorter. As long as eligible activity costs do not exceed $1,437,811. The impact of the ICBRA incremental tax capture on local and state taxing authorities is presented in the table below and in Table 2 (attached).

<table>
<thead>
<tr>
<th>Tax Year</th>
<th>Incremental Taxable Value</th>
<th>Projected Tax Increment Revenues</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>2015</td>
<td>$2,259,378</td>
<td>$132,855</td>
</tr>
<tr>
<td>2016</td>
<td>$2,289,378</td>
<td>$134,619</td>
</tr>
<tr>
<td>2017</td>
<td>$2,319,678</td>
<td>$136,401</td>
</tr>
<tr>
<td>2018</td>
<td>$2,350,281</td>
<td>$138,200</td>
</tr>
<tr>
<td>2019</td>
<td>$2,381,190</td>
<td>$140,018</td>
</tr>
<tr>
<td>2020</td>
<td>$2,412,408</td>
<td>$141,853</td>
</tr>
<tr>
<td>2021</td>
<td>$2,443,938</td>
<td>$143,707</td>
</tr>
<tr>
<td>2022</td>
<td>$2,475,784</td>
<td>$145,580</td>
</tr>
<tr>
<td>2023</td>
<td>$2,507,948</td>
<td>$147,471</td>
</tr>
<tr>
<td>2024</td>
<td>$2,540,434</td>
<td>$149,382</td>
</tr>
<tr>
<td>*2025</td>
<td>$2,573,244</td>
<td>$27,725</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>$1,437,811</td>
</tr>
</tbody>
</table>

*Full available increment unnecessary in last year.
Unused portion is returned to taxing jurisdictions and is not shown here.

The captured incremental taxable value and associated tax increment revenue will be determined by the City Assessor. The actual increased taxable value of the land and all future taxable improvements on the Property may vary. Furthermore, the amount of tax increment revenue available under this Plan will be based on the actual millage levied annually by each local taxing jurisdiction on the increase in tax value resulting from the redevelopment project that is eligible and approved for capture.
C. **Method of Financing Plan Costs and Description of Advances by the Municipality**

The Developer is ultimately responsible for financing the costs of eligible activities included in this Plan. Neither the ICBRA nor the County of Ingham will advance any funds to finance the eligible activities described in this Plan. All Plan financing commitments and activities and cost reimbursements authorized under this Plan shall be governed by the Reimbursement Agreement. The inclusion of eligible activities and estimates of costs to be reimbursed in this Plan is intended to authorize the ICBRA to fund such reimbursements. The amount and source of any tax increment revenues that will be used for purposes authorized by this Plan, and the terms and conditions for such use and upon any reimbursement of the expenses permitted by the Plan, will be provided solely under the Reimbursement Agreement contemplated by this Plan.

Reimbursements under the Reimbursement Agreement shall not exceed the cost of eligible activities and reimbursement limits described in this Plan.

D. **Maximum Amount of Note or Bonded Indebtedness**

Not applicable.

E. **Duration of Brownfield Plan**

The duration of this Brownfield Plan for the Property shall not exceed the shorter of the following:

- Reimbursement of all eligible costs, cumulatively not to exceed $1,437,811 or
- 30 years total tax capture after the first year of tax capture under this Plan.

The date for beginning tax capture shall be 2015, unless otherwise amended by the ICBRA.

F. **Estimated Impact of Tax Increment Financing on Revenues of Taxing Jurisdictions**

The table on the following page presents a summary of the new tax revenues generated by the taxing jurisdictions whose millage is subject to capture by the ICBRA under this Plan.
### Projected Impact to Taxing Jurisdictions

<table>
<thead>
<tr>
<th>Taxing Unit</th>
<th>Incremental Taxes Captured</th>
<th>Taxes Returned to Taxing Unit</th>
<th>Impact to Taxing Jurisdiction</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Mason</td>
<td>$323,988</td>
<td>$0</td>
<td>$323,988</td>
</tr>
<tr>
<td>Ingham Inter. School District</td>
<td>$146,420</td>
<td>$0</td>
<td>$146,420</td>
</tr>
<tr>
<td>Lansing Community College</td>
<td>$93,093</td>
<td>$0</td>
<td>$93,093</td>
</tr>
<tr>
<td>Ingham County</td>
<td>$249,319</td>
<td>$0</td>
<td>$249,319</td>
</tr>
<tr>
<td>Library</td>
<td>$38,145</td>
<td>$0</td>
<td>$38,145</td>
</tr>
<tr>
<td>State Education Tax</td>
<td>$146,711</td>
<td>$0</td>
<td>$146,711</td>
</tr>
<tr>
<td>Mason School District Operating</td>
<td>$440,135</td>
<td>$0</td>
<td>$440,135</td>
</tr>
<tr>
<td>MPS Sinking 2007*</td>
<td>$24,452</td>
<td>$24,452</td>
<td>$0</td>
</tr>
<tr>
<td>School Debt*</td>
<td>$94,629</td>
<td>$94,629</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>$1,556,892</strong></td>
<td><strong>$119,081</strong></td>
<td><strong>$1,437,811</strong></td>
</tr>
</tbody>
</table>

* Increased by investment, but not captured, so no impact to taxing jurisdictions.

Additional information related to the impact of tax increment financing on the various taxing jurisdictions is presented in Table 2.

### G. Legal Description, Property Map, Property Characteristics and Personal Property

The Property subject to this Brownfield Plan consists of two parcels of land located in the City of Mason. The Property is situated in a commercial business district with nearby residential development. A summary of the two parcels are presented in the table below:

<table>
<thead>
<tr>
<th>Eligible Property</th>
<th>Address</th>
<th>Tax ID</th>
<th>Basis of Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>222 W. Ash Street</td>
<td>33-19-10-08-235-026</td>
<td>Facility</td>
</tr>
<tr>
<td></td>
<td>368 S. Park Street</td>
<td>33-19-10-08-235-025</td>
<td>Adjacent to Facility</td>
</tr>
</tbody>
</table>

The general Property location and boundaries are shown on Figures 1 and 2. The legal descriptions of the parcels are included in Table 1. The subject property includes all tangible personal property that now or in the future comes to be owned or installed on the Property by the Developer.

### H. Estimates of Residents and Displacement of Families

No occupied residences are involved in the redevelopment, no persons reside at the Site, and no families or individuals will be displaced as a result of this development.
Therefore, a demographic survey and information regarding housing in the community are not applicable and are not needed for this Plan.

I. **Plan for Relocation of Displaced Persons**

No persons will be displaced as a result of this development. Therefore, a Plan for relocation of displaced persons is not applicable and is not needed for this Plan.

J. **Provisions for Relocation Costs**

No persons will be displaced as a result of this development and no relocation costs will be incurred. Therefore, provision for relocation costs is not applicable and is not needed for this Plan.

K. **Strategy for Compliance with Michigan’s Relocation Assistance Law**

No persons will be displaced as a result of this development. Therefore, no relocation assistance strategy is needed for this Plan.

L. **Description of the Proposed Use of Local Site Remediation Revolving Fund (LSRRF)**

No funds from the ICBRA LSRRF will be used to finance or reimburse eligible activities described in this Brownfield Plan. Excess tax increment revenues generated by this redevelopment will not be captured by the ICBRA for funding of its LSRRF in accordance to Public Act 381 of 1996.

M. **Other Material that the Authority or Governing Body Considers Pertinent**

There is no other material that the ICBRA or governing body considers pertinent.
FIGURES

Figure 1: Property Location Map
Figure 2: Property Orientation Diagram
Figure 3: Historical Features Diagram
Figure 4: Soil Results Exceeding GRCC
FIGURE 1
PROPERTY LOCATION

222 W. ASH STREET & 368 PARK STREET
MASON, MICHIGAN 48854

INGHAM COUNTY
T. 2 N. R 1 W., Section 8

PROJECT NUMBER: 13-1300

ADAPTED FROM DELORME 3-D TOPOQUADS

1" = ~ 2,000'
Notes:
1) Tables show soil results that exceed Generic Residential Cleanup Criteria (GRCC).
2) Soil boring locations and former features taken from Sample Location Map, dated 3/4/11, prepared by DAI Environmental.
TABLES

Table 1: Legal Descriptions of the Property
Table 2: Summary of TIF and Reimbursement of Eligible Activities
### Proposed Dart Bank Headquarters

#### Table 1 – Legal Descriptions of the Property

<table>
<thead>
<tr>
<th>Tax ID</th>
<th>Property Address</th>
<th>Legal Descriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>33-19-10-08-235-026</td>
<td>222 W. Ash Street</td>
<td>THAT PART OF LOTS 1 &amp; 2 IN BLK 44 CITY OF MASON CONSOLIDATED PLAT LYING WLY OF A LINE 110 FT E &amp; PLL TO C/L PCRR ALSO E 5 FT LOT 1 &amp; ENTIRE LOTS 2, 7, 8 &amp; 9 OF BLK 14 ORIG PLAT ALSO ADJ VAC ALLEY TO SD LOTS IN BLK 14, SEC 8 T2N R1W CITY OF MASON, INGHAM CO</td>
</tr>
<tr>
<td>33-19-10-08-235-025</td>
<td>368 S. Park Street</td>
<td>LOTS 3, 4, 5, 6, 10, 11 &amp; 12, BLOCK 14, ALSO THAT PART OF ADJ VAC. ALLEY IN BLOCK 14, SEC 8 T2N R1W CITY OF MASON, INGHAM CO</td>
</tr>
<tr>
<td>-----------</td>
<td>--------</td>
<td>--------</td>
</tr>
<tr>
<td>Base Taxable Value (TV)</td>
<td>740,622</td>
<td>740,622</td>
</tr>
<tr>
<td>Projected Annual Increase in TV - Commercial/Office</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>TV After Improvement</td>
<td>740,622</td>
<td>7,003,003</td>
</tr>
<tr>
<td>TotalCapturedTV</td>
<td>0</td>
<td>2,210,178</td>
</tr>
</tbody>
</table>

**Eligible Activities Summary of Proposed Bank**

| Ingham ISD | 5.9881 | 5.9881 | 5.9881 | 5.9881 | 5.9881 | 5.9881 | 5.9881 | 5.9881 | 5.9881 | 5.9881 | 5.9881 | 5.9881 |
| Library | 1.56 | 1.56 | 1.56 | 1.56 | 1.56 | 1.56 | 1.56 | 1.56 | 1.56 | 1.56 | 1.56 | 1.56 |
| State Education Tax | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 |
| Mason Public Schools Operating | 18 | 18 | 18 | 18 | 18 | 18 | 18 | 18 | 18 | 18 | 18 | 18 |
| **Total Millages** | 58,80160 | 58,80160 | 58,80160 | 58,80160 | 58,80160 | 58,80160 | 58,80160 | 58,80160 | 58,80160 | 58,80160 | 58,80160 | 58,80160 |

**Yearly Captured Tax**

| City of Mason | - | $29,037 | $30,134 | $30,278 | $31,141 | $31,955 | $31,964 | $32,382 | $32,804 | $33,250 | $33,661 | $34,095 |
| Ingham ISD | - | $13,529 | $13,709 | $13,860 | $14,074 | $14,299 | $14,466 | $14,635 | $14,827 | $15,038 | $15,212 | $15,409 |
| ILC | - | $8,012 | $8,176 | $8,381 | $8,584 | $9,060 | $9,161 | $9,259 | $9,357 | $9,469 | $9,584 | $9,677 |
| Ingham County | - | $23,077 | $23,343 | $23,652 | $23,964 | $24,279 | $24,598 | $24,913 | $25,244 | $25,572 | $26,138 | $27,002 |
| State Education Tax | - | $12,756 | $13,786 | $14,852 | $14,927 | $14,964 | $14,991 | $14,991 | $14,991 | $14,991 | $14,991 | $14,991 |
| Mason Public Schools Operating | - | $40,608 | $42,203 | $43,754 | $42,105 | $42,405 | $43,123 | $44,564 | $45,143 | $45,728 | $46,316 |

**Total Capture Available**

| Total Tax Capture Available | - | $132,855 | $134,619 | $136,401 | $138,199 | $140,010 | $141,853 | $143,707 | $145,580 | $147,471 | $149,362 | $151,311 |
| Local Tax Increment | - | $78,630 | $79,674 | $80,729 | $81,794 | $82,869 | $83,958 | $85,053 | $86,161 | $87,285 | $88,411 | $89,553 |
| State/Local School Tax Increment | - | $54,225 | $54,945 | $56,672 | $57,497 | $58,321 | $59,156 | $59,988 | $60,825 | $61,670 | $62,610 | $61,768 |
| Cumulative Captured Taxes | - | $132,855 | $267,474 | $405,875 | $542,075 | $682,050 | $823,946 | $967,954 | $1,133,234 | $1,260,705 | $1,410,087 | $1,561,508 |

**State Brownfield Redevelopment Fund**

| Capture for State Redevelopment Fund | 0 | 6,778 | 6,868 | 6,959 | 7,051 | 7,146 | 7,237 | 7,332 | 7,427 | 7,524 | 7,621 | 7,728 |
| Cumulative State Capture | 0 | 6,778 | 13,646 | 20,605 | 27,676 | 34,800 | 42,037 | 49,273 | 56,709 | 64,309 | 71,941 | 79,560 |

**Reimbursement of Eligible Activities To the Developer**

| Annual Total Tax Capture (State and Local Tax) | 0 | 128,077 | 127,751 | 129,442 | 131,149 | 132,879 | 134,619 | 136,370 | 138,135 | 139,948 | 141,790 | 20,000 |
| Remaining State and Local Tax Increment | 1,338,103 | 1,322,371 | 1,306,322 | 974,881 | 843,723 | 710,857 | 576,241 | 419,885 | 301,712 | 161,765 | 26,000 | 0 |

1 mills shall be taken from State Education Tax
Attachment A

Summary of Known Environmental Conditions
The above reference property (the Property) was used for residential purposes from at least 1929 to the 1960s. A total of eleven residential structures were located on the Property. A lumber mill operated on the western portion of the Property from at least 1929 to approximately 1944. A gasoline filling station and an automotive repair shop operated on the eastern portion of the Property in the 1940s. Two underground storage tanks (USTs) were located on the northeastern portion of the Property. No records were reviewed indicating the USTs were removed from the ground. In 1968, an industrial building was constructed on the western portion of the Property. A printing shop (Inco Graphic) operated on the Property from 1968 to approximately 2010.

In 2011, nine soil borings were advanced on the Property. The borings were advanced to assess the historical printing operation on the western portion of the Property. A total of 8 soil samples and 2 groundwater samples have been collected from the Property and submitted for laboratory analysis of one or more of the following: volatile organic compounds (VOCs), polynuclear aromatic hydrocarbons (PAHs), and 10 Michigan Metals (arsenic, barium, cadmium, chromium, copper, lead, mercury, selenium, silver, and zinc). The following table summarizes the constituents that exceeded the Part 201 Generic Residential Cleanup Criteria (GRCC) identified during the 2011 subsurface investigations.

### Soil Analytical Results that Exceed GRCC

<table>
<thead>
<tr>
<th>CONSTITUENT/ CAS NUMBER</th>
<th>MAXIMUM CONCENTRATION (µg/kg)</th>
<th>RESIDENTIAL CRITERIA EXCEEDED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arsenic 7440382</td>
<td>8,600</td>
<td>DW/GSI/DCC</td>
</tr>
<tr>
<td>Chromium 18540299</td>
<td>8,900</td>
<td>GSI</td>
</tr>
<tr>
<td>Silver 7440224</td>
<td>71</td>
<td>GSI</td>
</tr>
</tbody>
</table>

Note: DW = Drinking Water Protection Criteria; GSI = Groundwater-Surface Water Interface Protection Criteria; DCC=Direct Contact Criteria; Concentrations reported in ppb (parts per billion or µg/kg).

Various VOCs and PAHs were detected in the groundwater collected from the Property. However the detections were below the Part 201 GRCC.

As a result of the 2011 subsurface investigation, the Property is a “facility” as defined by Part 201 of Michigan’s Natural Resources and Environmental Protection Act (P.A. 451, as amended). The soil boring locations and soil exceedences are shown on Figure 4.

Based on the history of the Property, unknown environmental conditions (i.e., impacted soil, USTs) may be encountered during construction activities.
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING THE INGHAM COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY BROWNFIELD PLAN FOR THE DART BANK HEADQUARTERS AT 222 W. ASH STREET AND 368 S. PARK STREET
CITY OF MASON, MICHIGAN

WHEREAS, the Ingham County Board of Commissioners created the Ingham County Brownfield Redevelopment Authority (ICBRA) in September 2001 (Resolution #01-279) pursuant to PA 381 of 1996, as amended (the ACT) in order to promote the redevelopment of environmentally distressed, functionally obsolete, and/or blighted areas of the County; and

WHEREAS, the ICBRA has met on December 13, 2013 and recommended approval of a brownfield plan named Dart Bank Headquarters (the Plan) to redevelop deteriorating, contaminated properties in City of Mason, Michigan (the City) identified with tax ID Numbers 33-19-10-08-235-026 and 33-19-10-08-235-025 (the “Property”) containing approximately 3.17 acres into a new approximately 25,000 square foot office headquarters building which will increase the County’s and the City’s tax base while creating new jobs; and

WHEREAS, the Plan includes a Tax Increment Financing Plan to allow for the capture of taxes to reimburse for eligible expenses as described in the Plan; and

WHEREAS, the City on January 20, 2014 held a public hearing on the plan and on January 20, 2014 approved the plan; and

WHEREAS, on February 11, 2014 the Ingham County Board of Commissioners held a public hearing on the Plan and provided notice and fully informed all taxing jurisdictions which are affected by the plan about the fiscal and economic implications of the proposed brownfield financing plan in accordance with the Act.

THEREFORE BE IT RESOLVED, that after review and consideration of the plan and the recommendation and approval of the Plan by the City Council of the City of Mason the Ingham County Board of Commissioners desires to proceed with approval of the plan.

BE IT FURTHER RESOLVED, that Ingham County Board of Commissioners, pursuant to the authority granted by Act does hereby approve the Brownfield Plan for the Douglas J Redevelopment in the form attached as Exhibit A as amended and authorizes the chair to sign all agreements needed to implement the plan.