INGHAM COUNTY BOARD OF COMMISSIONERS
P.O. Box 319, Mason, Michigan 48854  Telephone (517) 676-7200  Fax (517) 676-7264

The Finance Committee will meet on Wednesday, January 22, 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 December 4, 2013 Minutes
Additions to the Agenda
Limited Public Comment

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

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

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

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
   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
   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

7. **Board of Commissioners** - Resolution Authorizing a Contract with Michigan State University for the Services of Bruce Bragg as Acting Health Officer

8. **Ingham Conservation District** - Resolution Authorizing an Agreement with the Ingham Conservation District

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

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

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

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

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

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  
December 4, 2013  
Draft – Minutes

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

Members Absent:  Randy Schafer

Others Present:  Teri Morton, Travis Parsons, Renee Canady, Pat Lindemann, Paul Pratt, Timothy Dolehanty, Jennifer Shuster and others.

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

Commissioner Koenig arrived at 6:03 p.m.

Approval of the November 6, 2013 and November 20, 2013 Minutes
The minutes of the November 6, 2013 were approved as presented and the November 20, 2013 meetings were approved as amended.

Additions to the Agenda

1b.  Late – Resolution Honoring Katy Palmer

4.  Additional Information – Agreement for Extension Services provided by Michigan State University to Ingham County – Annual Work Plan FY 2014

8a.  Additional Information – CHC Provider Market Salary Information

9b.  Substitute – Resolution to Establish Timetables for Transfer of Funds from the City of Lansing for 911 Employees.

Chairperson McGrain removed Item 9b from the agenda as it was already passed by the County Services Committee the night before and there have been discussions today with the City of Lansing about resolving this issue and they have asked for more time.

5f.  Late – Resolution to Extend a Lease Agreement for the Healthy Smiles Dental Center at 2815 S. Pennsylvania Ave., Suite 203, Lansing MI

10.  Late – Resolution to Authorize the Purchase of New Handguns for the Sheriff’s Office

Limited Public Comment
MOVED BY COMM. VICKERS, SUPPPORED BY COMM. TENNIS, TO APPROVE A CONSENT AGENDA FOR THE FOLLOWING ITEMS:

1. b. Resolution Honoring Katy Palmer

2. Treasurer - Resolution to Transfer All Unsold Tax Reverted Properties Rejected by Local Units to the Ingham County Land Bank Fast Track Authority

3. Circuit Court/CCAB - Resolution to Authorize Renewing the Contract with Alcohol Drug Administrative Monitoring, Inc. (A.D.A.M.) for Drug Testing and Breathalyzer Services

5. Health Department
   a. Resolution to Authorize Dental Services Agreements at the Ingham County Jail for 2014
   b. Resolution to Authorize a Reorganization to Adjust Health Department Capacity in Response to Federal Requirements
   c. Resolution to Amend the Agreements with the Michigan Primary Care Association for Medicaid and CHIP Outreach and Enrollment Services
   d. Resolution to Authorize an Addendum to the Patient Management and Electronic Health Records Software Agreement with NextGen® Health Information Systems, Inc. for Ingham County Oral Health Services
   e. Resolution to Enter into a Clean Sweep Program Agreement with the Michigan Department of Agriculture and Rural Development

6. Financial Services - Resolution to Waive the 80/20 Requirement for Health Care Cost for 2014 and Authorize the Director of Human Resources to Sign the Letters of Understanding for Health Insurance

7. Farmland and Open Space Preservation Board - Resolution Approving the Ranking of the 2013 Farmland and Open Space Preservation Programs Application Cycle Ranking and Recommendation to Purchase Permanent Conservation Easement Deeds on the Top Ranked Properties

8. Human Resources
   b. Resolution Authorizing the Modification of the MERS Hybrid Plan Adoption Agreements

MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Schafer.

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. TENNIS, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.
Pat Lindemmann, Drain Commissioner, was present to give updates on the Frandor/Red Cedar Project, Groesbeck Park Drain and Lake Lansing Dam.

Mr. Lindemann first spoke about the Frandor/Red Cedar Project. He stated that a private developer will spend about $150 million on a proposed private development that will include two hotel towers, residential property, student housing and retail opportunities. Mr. Lindemann said that the private development and drain/public side have to go along as a partnership. He said he believes this development will result in huge tax base revenue. Mr. Lindemann stated that a difficult part of the process will be getting DEQ permitting. He also stated that there will be a series of public meetings held to obtain public input as well.

Commissioner Bahar-Cook asked if everything goes through as planned, what can be done about the flood plain in the old residential area.

Mr. Lindemann stated that the goal is to have zero impact on residential areas when it comes to the flood plain.

Chairperson McGrain asked about a timeline for the project.

Mr. Lindemann passed around a draft spreadsheet that listed the completion date goal of 2015.

Commissioner Vickers verified with Mr. Lindemann that the City has the responsibility of distributing the cost of the drain.

Mr. Lindemann then addressed the status of the Lake Lansing Dam. He stated he has a court order to manage the level of the lake and that stress is showing on the dam. Mr. Lindemann described the dam as about 16 feet in height with sheet piling behind it that takes away water pressure. He said the sheet piling is rusting. Mr. Lindemann said he plans to build a new dock to access the emergency overflow. When Commissioner Koenig asked the cost of that construction, Mr. Lindemann stated that it is too early in the process to determine the cost.

Lastly, Mr. Lindemann gave the status of the Groesbeck Park Drain. He stated that he has received questions on whether or not the project is necessary. Mr. Lindemann displayed photos of the area to the committee that show flooding in the streets, parking lots and storage unit areas to prove that this project is necessary. He described the storm water collection and disposal project to the committee. He said that he would like construction on this project to begin in April.
Chairperson McGrain expressed his appreciation to Mr. Lindemann for the presentation and the invitations for tours and attendance at the upcoming public input meetings.

4. **MSU Extension** - Resolution to Authorize an Amendment to the Agreement for Michigan State University Extension Services Between Michigan State University and Ingham County Approving the Annual Work Plan for 2014

MOVED BY COMM. VICKERS, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE AGREEMENT FOR MICHIGAN STATE UNIVERSITY EXTENSION SERVICES BETWEEN MICHIGAN STATE UNIVERSITY AND INGHAM COUNTY APPROVING THE ANNUAL WORK PLAN FOR 2014.

Discussion.

Teri Morton, Budget Director, stated that the provided additional information describes the scope of the work.

MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Schafer.

8. **Human Resources**
   a. Resolution Approving Ingham County Community Health Centers Provider Salaries (*Materials to be Distributed Under Separate Cover*)

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. ANTHONY, TO APPROVE THE RESOLUTION APPROVING INGHAM COUNTY COMMUNITY HEALTH CENTERS PROVIDER SALARIES.

Discussion.

Commissioner Vickers wanted to make sure that after the Human Services meeting, earlier this week, that everyone on the Finance Committee was able to see the additional information distributed.

MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Schafer.

9. **Controller/Administrator’s Office**
   a. Resolution Authorizing Adjustments to the 2013 Ingham County Budget

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2013 INGHAM COUNTY BUDGET.

Discussion.
After a discussion regarding where the funds to cover the one-time lump sum wage supplement would derive, it was the consensus of the committee to approve the resolution as is. However, per the recommendation of Commissioner Tennis, the committee agreed to have a substitute resolution composed that would specify the funds to cover the wage supplement, up to $208,000, to be taken from the contingency fund and have the resolution presented to the Law & Courts Committee at its next meeting (December 5, 2013).

MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Schafer.

Announcements

Chairperson McGrain made sure the committee members took note of the letter distributed at the meeting from the City of Lansing.

Public Comment

None.

The meeting was adjourned at approximately 6:43 p.m.
RESOLUTION ACTION ITEMS:

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

1.  **Drain Commissioner - A 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**

   The Greater Lansing Regional Committee (GLRC) for Stormwater Management assists Ingham County and its departments in complying with the regulatory requirements promulgated by the Michigan Department of Environmental Quality (DEQ) Municipal Separate Storm Sewer System (MS4) stormwater discharge permit. Continued membership in GLRC, a cooperative effort of many County departments and agencies, will assure compliance with state rules and regulations pertaining to necessary stormwater discharge. As proposed, the Drain Commissioner will serve as the Ingham County representative with GLRC.

   Participation in GLRC was not contemplated by some departments as their Fiscal Year 2014 budgets were developed. If necessary, a budget amendment may be offered at a later date to offset apportioned GLRC costs (estimated at $50,000 in total). Participation of the Airport Authority will impact final apportioned amounts.

2a.  **Sheriff’s Office – 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**

   This resolution authorizes approval of the Ingham County Sheriff’s Office Body Scanner Project. This is a surplus full body scanner that you stand in as is being used at airports. It will be installed for inmates to pass through in the Jail receiving area to aid in the detection of contraband and concealed weapons at a cost not to exceed $25,000.

   The budget will consist of revenues including a grant from MMRMA in the amount of $7,500 with the balance of funds up to $17,500 from the Inmate Stores Fund. The project expenses will consist of the purchase cost and maintenance contract for the security scanner in the amount of $16,500, $1,700 for shipping, $2,500 for installation and a $4,300 Contingency Fund for any additional building alterations that may be necessary for the scanner to be installed in the Jail receiving area. The Sheriff’s Office will now be responsible to budget about $16,000 annually for the maintenance contract for this Body Scanner. (see attached memo for details)

2b.  **Sheriff’s Office- Resolution to Accept the 2014 MCOLES Active Violence Incident Training Grant**

   This resolution authorizes the renewal of a grant contract that the County has had for the last several years. This Active Violence Incident training program grant from the Michigan Commission on Law Enforcement Standards will allow the Ingham County Sheriff’s Office to conduct regional training bi-annually again this year.
The purpose of the training is to improve tactical formations, searches and shooting skills for Tri-County area police in the event of an active violent incident taking place in a school or public place so as to reduce risks/injuries to students/civilians from violence. The grant award is for a total of $20,467.82 to conduct the training. The County is required to provide $17,535.02 as an in kind match, which will be met by the Ingham County Sheriff’s Office personnel through existing wages and equipment that is used during these training sessions. (see attached memo for details)

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**

This resolution authorizes accepting FY2013 Homeland Security Grant Program (HSGP) pass through funds from the City of Lansing. The City of Lansing will continue to serve as the Fiduciary Agent for these grant funds and has authorized the use of the FY2013 HSGP funds to reimburse Ingham County.

The total funds available for grant eligible projects are $28,242.80 from the State Homeland Security Program (SHSP) and $28,747.43 from the Law Enforcement Terrorism Prevention Program (LETPP) for a total of $56,990.23.

The projects that will be funded will be reviewed and prioritized by the Local Planning Team (LPT) for final recommendation to the County. (see attached memo for details)

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**

This resolution authorizes approval of the District Court’s request to begin 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.

This Pilot Project will increase an existing position’s current duties of enforcing and collecting monies owed to the court on a full time basis for a period of one year, effective March 1, 2014 and ending 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. The additional amount of funds needed to accomplish this is $33,876 from the 2014 Ingham County Contingency Fund. (see attached memo for details)

5. **Facilities – Resolution Authorizing Entering into a Contract with Walter Mechanical Services Inc. DBA: ATI Group to Provide HVAC Preventative Maintenance Services At Eleven (11) 9-1-1 Tower Sites**

This resolution authorizes a new contract with Walter Mechanical Services Inc. DBA: ATI Group to provide HVAC preventative maintenance services six (6) times per year at eleven (11) 9-1-1 tower sites for a three (3) year period, with an optional two (2) year renewal, for a total not to exceed cost of $26,299.00.

The annual three year cost to the county is as follows:

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<thead>
<tr>
<th>Year</th>
<th>Period</th>
<th>Cost</th>
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<tbody>
<tr>
<td>Year One</td>
<td>January 1, 2014 through December 31, 2014</td>
<td>$8,678.00</td>
</tr>
<tr>
<td>Year Two</td>
<td>January 1, 2015 through December 31, 2015</td>
<td>$8,766.00</td>
</tr>
<tr>
<td>Year Three</td>
<td>January 1, 2016 through December 31, 2016</td>
<td>$8,855.00</td>
</tr>
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The total cost for three years: $26,299.00
6a. **Health Department** - Resolution to Authorize An Agreement With The Ingham Health Plan Corporation to be the Michigan Early Childhood Home Visiting HUB for Ingham County

This resolution authorizes an agreement with the Health Department and the Ingham Health Plan Corporation to be the Maternal Infant Early Childhood Home (MIECHV) Visiting HUB for Ingham County. The HUB is a single place or process for people to access services and where outreach, intake, screenings, assessments and referrals take place in order to better distribute services. MDCH is providing Ingham County with $50,000 for 2013-14 to continue to support the MIECHV HUB. Ingham County will act as the fiduciary and Ingham Health Plan Corporation will continue in the role of the HUB. Funding for this contract was included in the Comprehensive Agreement with MDCH, authorized in resolution 13-384.

6b. **Health Department** – Resolution to Authorize an Agreement with the Michigan Department of Environmental Quality for 2013-2014

This resolution authorizes an agreement with the Michigan Department of Environmental Quality (MDEQ) under which the Ingham County Health Department will conduct environmental monitoring and inspections of MDEQ Non-Community programs. The period of the agreement shall be October 1, 2013 through September 30, 2014 and MDEQ shall reimburse Ingham County up to $26,121 for expenses related to testing and inspection services.

6c. **Health Department** - Resolution to Amend the Infectious Disease Physician Services Agreement with Michigan State University’s College of Osteopathic Medicine – Tuberculosis Program

This resolution authorizes a two year extension of the agreement with Michigan State University’s College of Osteopathic Medicine to provide physician specialty services to patients with active tuberculosis at a rate of $165 per hour through December 31, 2015.

6d. **Health Department** - Resolution to Authorize an Agreement with the Michigan State University College of Nursing for Pediatric Nurse Practitioner Services in Ingham Community Health Centers

This resolution authorizes an agreement with the Michigan State University College of Nursing for up to 12 hours a week of pediatric Nurse Practitioner services in Ingham Community Health Centers (ICHC) for the period of March 1, 2014 through December 31, 2015. At an hourly rate of $59 for 2014 and $59.59 for 2015, the annual cost will be approximately $28,320 for 2014 and $37,000 for 2015.

6e. **Health Department** - 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

This resolution accepts an additional award of $76,961 from the Health Resources and Services Administration (HRSA) to expand outreach and enrollment assistance activities in the Ingham County Community. It is the expectation of the granting agency (HRSA) that awardees act expeditiously to utilize the additional award to increase outreach and enrollment activity in advance of the closure of the open enrollment period through the Health Insurance Marketplace (March 30, 2014) and to facilitate enrollment in Medicaid, CHIP and expanded Medicaid programs through the end of the grant period.
6f. **Health Department** - 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

This resolution accepts funding in the amount of $100,000 from Ingham Health Plan Corporation to facilitate the relocation and renovation of the Ingham Community Health Centers’ clinical services. These funds will be used for Capital Project Facilitation Services through Capital Link, which includes oversight and consultation of the consolidation, renovation, and reorganization of primary care services at three sites.

6g. **Health Department** - 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

This resolution amends the agreement with Intelligent Medical Objects, Inc. for IMO Problem IT Terminology Service. In Resolution #13-417, a three year agreement was authorized between the Health Department and Intelligent Medical Objects, Inc. (IMO, Inc.) for the IMO Problem IT Terminology Service (the “Service”) for a total cost of $8,500. This amendment will change the term of the agreement to a one year agreement period, from November 1, 2013 through October 31, 2014. The agreement would automatically renew for successive one year periods thereafter at the Annual End-user Fee cost of $6,000 per year. The Health Department can cease the Service as other technology solutions become available by providing written notification to IMO, Inc. not to renew at least ninety (90) days prior to the end of the then current term. All other terms of the agreement remain unchanged.

7. **Board of Commissioners** - Resolution Authorizing a Contract with Michigan State University for the Services of Bruce Bragg as Acting Health Officer

This resolution authorizes a contract with Michigan State University for the services of Bruce Bragg as Acting Health Officer. Dr. Renee Canady has resigned as Ingham County Health Officer, and it is necessary to appoint an Acting Health Officer until a permanent replacement is selected. Former Ingham County Health Officer Bruce Bragg has been identified as an ideal candidate for the position. (see attached memo for details)

8. **Ingham Conservation District** – Resolution Authorizing an Agreement with the Ingham Conservation District

This proposal recommends authorization of an agreement with the Ingham Conservation District to provide operational funding in support of education and outreach, conservation oriented events, vehicle and property maintenance and office support. The Fiscal Year 2014 budget includes $7,895 for this purpose.

9a. **Human Resources** – Resolution Approving a Collective Bargaining Agreement with Local #1499 of the American Federation of State, County and Municipal Employees AFL-CIO, Council 25

A tentative agreement was reached between representatives of Ingham County and Local #1499 of the American Federation of State, County and Municipal Employees AFL-CIO, Council 25 (representing certain Road Department employees) for the period January 1, 2014 through December 31, 2015.

9b. **Human Resources** – 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

In recognition of the collective bargaining agreement reported above, it is necessary to offer resolutions establishing the MERS Hybrid Pension Plan for new employees of the bargaining unit hired on or after January 1, 2014.
9c. **Human Resources – Resolution Approving Modifications to the 2014 Managerial and Confidential Employee Personnel Manual**

This Resolution seeks to incorporate several previous Board actions defining a number of pay grades, post-employment health benefits, accrued leave time pay-out and longevity plan service credits into the Managerial and Confidential Employee Personnel Manual.

10. **Road Department – Professional Engineering Services for the Marsh Road Bridge Rehabilitation Project for the Ingham County Road Department**

The Ingham County Road Department (ICRD) received 2015 Local Bridge Program funding to remove and replace the superstructure of the Marsh Road Bridge over the Canadian National Railroad. The bridge is located near Haslett, just north of Haslett High School. Six engineering service proposals were reviewed by Road and Purchasing Department personnel resulting in a recommendation that that DLZ Michigan, Inc., of Lansing, Michigan, be retained to provide the requested bridge design services. Their estimated fee totals $41,673.83.

11a. **Farmland and Open Space Preservation Board – Resolution Authorizing a Contract with Sheridan Land Consulting for Consulting Services to the Ingham County Farmland and Open Space Preservation Board**

Ingham County Board of Commissioners Resolution #12-06 authorized a three year contract with Sheridan Land Consulting for services to the Ingham County Farmland and Open Space Preservation Board through December 31, 2014. Sheridan Land Consulting provided the County with notice of their intent to terminate the agreement effective January 31, 2014. The Purchasing Department issued an RFP and two proposals were received. Staff recommends acceptance of a proposal submitted by Sheridan Land Consulting to provide services for the duration of the term of the current Farmland and Open Space Preservation Millage. A new agreement as proposed would represent an annual increase in cost of $15,000.

11b. **Farmland and Open Space Preservation Board – Resolution Approving Proceeding to Close Permanent Conservation Easement Deeds on Goodnoe and Stickle Properties**

The Farmland and Open Space Preservation Board received applications for the 2012 funding cycle from May to September 2012. Applications were ranked based on approved selection criteria. Two Open Space properties, the Goodnoe and Stickle properties, are recommended for purchase by the Purchasing Department.

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

The Purchasing Department requests reclassification of the Purchasing Assistant position from UAW-E ($32,692 – $38,940) to UAW-F ($34,540 – $41,162). The position was recently vacated, and a determination to reorganize the job function was made in consultation with the Human Resources Department and UAW leadership. Justification for the reclassification centers on the additional duties and responsibilities as a result of the elimination of the Procurement Specialist position, an increase in vendor registration responsibilities, and additional duties acquired when the County assumed Road Department functions.
13. **Parks Department** - Resolution Authorizing a Lease/Option to Purchase Agreement with Onondaga Township for Baldwin Park

The proposed resolution would allow Onondaga Township to assume operation of Baldwin Park through a lease agreement. Representatives of the Township appeared at a previous County Services Committee meeting and shared their plans for Baldwin Park. The draft lease agreement would also give Onondaga Township an exclusive option to purchase the park for $1.00, including restrictions on use of the premises for public park purposes in perpetuity.

14a. **Potter Park Zoo** - Resolution Authorizing a Fund Transfer to the Potter Park Zoological Society for 2014 Marketing

The Potter Park Zoological Society supports educational programming, special events, operating costs, and capital improvements at the Potter Park Zoo. The proposed Resolution seeks formal transfer of a previously approved $60,000 allocation from proceeds of the Potter Park Zoo Millage to the Potter Park Zoological Society for 2014 marketing purposes.

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

The Potter Park Zoo Management Team wishes to continue providing excellent customer service and to be able to improve upon existing standards in a financially prudent manner. In that spirit, the Zoo Management Team recommends allowing Potter Park Zoological Society to provide for management of all seasonal staff. Funds allocated within the 2014 Potter Park Zoo budget provide for adequate staff as determined by the Zoo Director. The Resolution also provides for transfer of $131,000 from the Potter Park Zoo Millage to the Potter Park Zoo Society for this purpose.

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

Management Information Services (MIS) seeks to purchase software licensing through the Microsoft Enterprise Agreement at an annual cost not to exceed $406,000 for the first three years, with an option to continue the agreement at an annual cost not to exceed $230,000 in years four through six. Costs will be paid through the MIS Network fund. This action will assure proper licensing of Microsoft products utilized by Ingham County.

**BOARD REFERRAL:**

16. 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
Agenda Item 1

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

WHEREAS, Ingham County has been a member of the Greater Lansing Regional Committee (GLRC) for Stormwater Management since 2003; and

WHEREAS, participation in the GLRC advances local efforts to improve responsible stewardship of natural resources; and

WHEREAS, participation in the GLRC allows for the cooperative management of the watersheds in which the County is located; and

WHEREAS, the GLRC assists the County and its departments in complying with the regulatory requirements promulgated by the Michigan Department of Environmental Quality (DEQ) Municipal Separate Storm Sewer System (MS4) stormwater discharge permit; and

WHEREAS, the County now wishes to approve the Memorandum of Agreement (as revised on December 13, 2012) and commit itself and its departments to continued participation in the GLRC; and

WHEREAS, the Ingham County Drain Commissioner has represented County Departments since 2003 in DEQ permit compliance so that only one annual report need be filed, only one annual membership fee to the GLRC (currently at $6104.50) need be paid and only one DEQ annual permit fee (currently at $3000) need be paid; and

WHEREAS, the vast majority of the costs just referenced and the staff time required for Phase II compliance in the past decade have been paid by the taxpayers of County Drains; and

WHEREAS, the Drain Commissioner is willing to continue this representation (called “nesting” by the DEQ) if the County Departments partially share the costs of such compliance; and

WHEREAS, the Drain Commissioner and the Controller on behalf of and in consultation with the Department Heads, have agreed to the attached cost-sharing plan, contingent on the agreement of the Board of Commissioners.
THEREFORE BE IT RESOLVED, the Board of Commissioners appoints the Drain Commissioner or his/her
designee to serve as the County representative to the GLRC.

BE IT FURTHER RESOLVED, that the Board of Commissioners hereby approves the December 13, 2012
Memorandum of Agreement and authorizes the Chairperson of the Board to sign the Memorandum after
approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, continued membership dues to the GLRC for 2013 through 2017 be paid in
accordance with the attached cost-sharing plan.

BE IT FURTHER RESOLVED, annual DEQ permit fees for 2013 through 2017 be paid in accordance with the
attached cost-sharing plan.

BE IT FURTHER RESOLVED, the attached cost-sharing plan is approved for use through 2017, and may be
joined by the Capital Region International Airport Authority if that body wishes to remain “nested” with the
Ingham County Drain Commissioner’s MS4 permit.
COST-SHARING PLAN
County Departments to be “nested” by the Drain Commissioner

Roads            Parks
Zoo            Fair
Facilities

Costs as listed below will be divided among the 5 County Departments as decided by the County Controller and Board of Commissioners. The Drains will pay one-sixth of the permit and dues items. Capital Region International Airport Authority has been nested with the Ingham County Drain Commissioner since 2003. If it agrees to this cost-sharing method, it and the Drains will each pay one-seventh of the permit and dues items below.

STAFF—One Deputy and one assistant Project Coordinator are assigned most Phase II duties at the Drain Office. Only the assistant Project Coordinator’s time (currently $68/hour) will be shared under this agreement, as follows: Roughly one half of her 40 hour week is taken up with Phase II responsibilities; one half of that (10 hours) will be subject to cost-sharing among the Ingham County Departments. At current rates, this means that $36,360 per year would be split among the 5 County Departments (dividing by 5), or among 6 entities if the Airport Authority agrees. The Drains will continue to pay for the assistant Project Coordinator’s other quarter time that is devoted to Phase II, as well as all of the Deputy’s time, and that of any needed consultants.

GLRC Dues—The dues (currently $6,104.50 per year) would be shared, divided among the 5 Departments, the Drains and the Airport Authority if it wishes to remain nested. The dues for 2013 are in arrears and will be brought current using this same split.

DEQ Permit—The current annual fee of $3000 would be shared, divided among the 5 Departments, the Drains and the Airport Authority if it wishes to remain nested. The 2013 fee was paid by the Drains and does not need to be reimbursed.

NOTE: Occasionally Phase II requires a specific kind of facility to engage in site-specific planning and continuing compliance inspections. A recent example was the requirement that all maintenance garages prepare Storm Water Pollution Prevention Plans (SWPPPs) and conduct quarterly and or semiannual compliance inspections. All 5 Departments and the Drains had garages. Each had to pay a consultant to draft its plan and for ongoing compliance inspections. These situations will be coordinated by the Drain Office and billed directly to the affected Department outside of this plan. They should NOT be a major expense. Ongoing compliance inspections for the SWPPPs have been conducted by a Drain Office staffperson qualified as an “industrial operator” at a total cost in 2013 of $3,687.03. Of course, any Department is entitled to qualify its own staff member as an “industrial operator.”

Payment Examples

$36,360=One quarter assistant Project Coordinator. Paid totally by the 5 Departments or 1/6 by the Airport Authority ($6,060), 5/6 by the 5 Departments

$6,104.50=One year of Dues to GLRC. Paid 5/6 or 5/7 by the 5 Departments; Drains pay 1/6 or 1/7. (2013 AND 2014 Dues are payable now.)

3,000=One year DEQ permit fee. Paid 5/6 or 5/7 by the 5 Departments; Drains pay 1/6 or 1/7.
TO: Law & Courts and Finance Committees of the Ingham County Board of Commissioners

FROM: Major Sam L. Davis, Jail Administrator

DATE: January 2, 2014

RE: TSA Body Scan System

The Ingham County Sheriff’s Office, in conjunction with the Michigan Sheriff’s Association and the Michigan Municipal Risk Management Authority (MMRMA) has been offered the opportunity to purchase a federal surplus Transportation Security Administration (TSA) Body Scanner for jail operations.

As you are aware, the Sheriff’s Office has to be on constant guard to the possible introduction of contraband into our facility. That contraband can range from metallic objects, narcotics or other illegal drugs hidden in undiscovered parts of the body or clothing, cellphones, and weapons (not excluding guns). All of which are safety and security issues for the staff, inmates and the facility. While the Deputies at the Sheriff’s Office do an outstanding job of detecting the majority of items of contraband that inmates try to introduce into the jail, we are not successful 100% of the time. The introduction of the scanner would enable us to detect those items of contraband that may have slipped through in the past.

The Sheriff’s Office would like to purchase one of these comprehensive people screening machines to be located in the Receiving Area of the jail. Training is provided by the manufacturer to meet the needs of our agency. The Sheriff sees this as a unique opportunity to provide our Deputies with the ability to detect concealed objects without direct contact. Funding for the costs of the scanner will not exceed $25,000. (Maintenance per annum, $16,500 of which $7,500 comes from an MMRMA grant; Shipping, $1,700; Installation related expenses, $2,500; $4,300 Contingency fund) and will be paid with funds from the Inmate Stores Fund Account, not General Dollars.
Agenda Item 2a

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

WHEREAS, inmates entering the Ingham County Jail have often tried to conceal contraband on and in their persons; and

WHEREAS, the Ingham County Sheriff’s Office has to be on constant guard to the possible introduction of contraband into the jail; and

WHEREAS, contraband that has been introduced to the jail has included cellphones, drugs and weapons (not excluding guns); and

WHEREAS, any contraband introduced into the jail effects the safety and security of the deputies, the civilian staff, the inmates, and the facility; and

WHEREAS, the Ingham County Sheriff’s Office, in conjunction with the Michigan Sheriff’s Association and the Michigan Municipal Risk Management Authority (MMRMA), has been offered the opportunity to purchase a federal surplus Transportation Security Administration (TSA) Body Scanner to enhance jail operations; and

WHEREAS, the Ingham County Sheriff’s Office wishes to participate in this purchase program in order to provide our Deputies with the ability to detect concealed objects and eliminate the introduction of concealed objects without direct contact; and

WHEREAS, the budget for this project will be not to exceed $25,000 and consists of revenues including a grant from MMRMA in the amount of $7,500 with the balance of funds up to $17,500 from the Inmate Stores Fund; and

WHEREAS, the project expenses will consist of the purchase cost and maintenance contract for the security scanner in the amount of $16,500, $1,700 for shipping, $2,500 for installation and a $4,300 Contingency Fund for any additional building alterations that may be necessary for the scanner to be installed in the Jails Receiving area.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Ingham County Sheriff’s Office Body Scanner Project to be installed in the Jail Receiving area to aid in the detection of contraband and concealed weapons at a cost not to exceed $25,000.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners accepts the grant of $7,500 from MMRMA to offset the cost and first year maintenance of the scanner.
BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the purchase of the body scan system and first year maintenance agreement with the vendor Rapiscan Systems at a cost not to exceed $16,500.

BE IT FURTHER RESOLVED, that up to $4,200 is approved for the vendor Senaia International for the shipping ($1,700) and installation costs ($2,500) of the Body Scanner.

BE IT FURTHER RESOLVED, that up to $4,300 for a project Contingency Fund is approved for any additional building alterations that may be necessary for the scanner to be installed in the Jails Receiving area.

BE IT FURTHER RESOLVED, that all Ingham County procurement and property disposition policies will apply for any equipment that the County takes permanent possession of.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners and the Sheriff are authorized to sign any necessary contract/purchase order or maintenance agreement documents consistent with this resolution and approved as to form by the County Attorney.
MEMORANDUM

TO: Law & Courts Committee
Finance Committee

FROM: Major Joel Maatman

DATE: January 9, 2014

RE: MCOLES Active Violence Incident Training Grant

This resolution requests permission for the Ingham County Sheriff’s Office to accept a 2012 MCOLES Training grant in the amount of $20,467.82 for Active Violence Incident (AVI) training.

This training is a bi-annual training put on by the Ingham County Sheriff’s Office for patrol deputies and for Tri-County Law Enforcement that trains first responders how to handle an active shooter call.

There are no financial implications for participating in this grant except for $17,535.02 as an in kind match assumed by the Ingham County Sheriff’s Office in personnel wages and equipment.

This is a bi-annual grant awarded from MCOLES to the Ingham County Sheriff’s Office to train regional first responders to active violence calls.
Agenda Item 2b

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT THE 2014 MCOLES ACTIVE VIOLENCE INCIDENT TRAINING GRANT

WHEREAS, Ingham County Sheriffs Office applied to receive an Active Violence Incident training program grant from the Michigan Commission on Law Enforcement Standards; and

WHEREAS, the Ingham County Sheriff’s Office has conducted this regional training bi-annually for the last six years; and

WHEREAS, the purpose of the training is to improve tactical formations, searches and shooting skills for Tri-County area police, in the event of a active violence in a school or public place so as to reduce risks/injuries to students/civilians from violence; and

WHEREAS, this grant request was initiated as a result of the Ingham County Safe Schools initiative and the Tri-County Law Enforcement Active Shooter Curriculum Committee work, in developing training for both school employees and police officers for action against violent encounters in our schools; and

WHEREAS, the amount of the grant is $20,467.82 with an in kind match of $17,535.02 assumed by the Ingham County Sheriff’s Office in personnel wages and equipment for a total project cost of $38,002.84.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the acceptance of the 2014 Active Violence Incident Training Grant from the Michigan Commission on Law Enforcement Standards in the amount of $20,467.82 for the time period of January 1, 2014 through December 31, 2014.

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

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller to make the necessary budget adjustments in the Ingham County Sheriff’s Office 2014 budget.
TO: Law & Courts Committee
    Finance Committee


DATE: November 20, 2013

RE: RESOLUTION TO ENTER INTO A CONTRACT WITH THE CITY OF LANSING AND TO ACCEPT THE FY2013 HOMELAND SECURITY GRANT PROGRAM FUNDS

Ingham County is accepting the FY2013 Homeland Security Grant Program (HSGP) pass through funds from the City of Lansing. The City of Lansing is the Fiduciary Agent and has authorized the use of the FY2013 HSGP funds and will reimburse Ingham County.

The projects that will be funded are pending review by the Local Planning Team (LPT).
Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ENTER INTO A CONTRACT WITH THE CITY OF LANSING AND TO ACCEPT THE FY2013 HOMELAND SECURITY GRANT PROGRAM FUNDS

WHEREAS, the Ingham County Office of Homeland Security & Emergency Management has applied for and has been approved to receive pass through grant funds from the FY2013 Homeland Security Grant Program (HSGP); and

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

WHEREAS, the total amount of grant funds available to Ingham County agencies is $28,242.80 from the State Homeland Security Program (SHSP) and $28,747.43 from the Law Enforcement Terrorism Prevention Program (LETPP) for a total of $56,990.23; and

WHEREAS, there are a number of projects benefiting Ingham County agencies, presently approved or pending approval by the State of Michigan; and

WHEREAS, the City of Lansing has agreed to be the fiduciary agent for these grant funds.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a contract with the City of Lansing to be the fiduciary agent for the FY2013 Department of Homeland Security, Homeland Security Grant Program, and the acceptance of grant funds, pending State approval.

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

TO: Law & Courts Committee
    County Services Committee
    Finance Committee

FROM: Michael J. Dillon
      Court Administrator

DATE: January 9, 2014

SUBJECT: Proposed Pilot Project

When fines and costs are not paid as ordered by the Court, the credibility of the Court comes into question; cases remain open, which impacts effective case management strategies; victims of crimes, who are due restitution, are not made whole; and local and state agencies who are due money do not receive their due.

According to district court records, the court has approximately $5,000,000 in outstanding receivables; $4.2 million is aged less than 7 years. Although, not all of that debt is collectible, the majority of it is. Currently, the court has one employee (0.5 FTE) assigned to collect delinquent fines and costs.

In 2010 the Ingham County Board of Commissioners authorized a full-time position to collect delinquent fines and costs owed to the court (1/2 time) and provide court security (1/2 time). The primary focus of the collection/enforcement piece is to hold people accountable, while collecting money owed to the court. Having an enforcement officer (collection officer), offers people who are enduring a financial hardship the opportunity to work with a court employee to satisfy their financial obligation in lieu of a warrant being issued for their arrest for nonpayment of court-ordered fines and costs. Nobody wins when a defendant is arrested and lodged in jail on a warrant for failing to pay fines and costs. The costs involved in the arrest, detention and the processing a defendant in court, most times, far exceeds the amount of money owed to court.

With approximately $5,000,000 in outstanding receivables, an employee working only 20 hours a week can barely put a dent in such a large amount. In addition, the employee spends most of the time pushing paper instead of having a chance to really interact with people suffering from a financial hardship.

The Court respectfully requests that the Ingham County Board of Commissioners authorize the court/enforcement officer position become a full-time enforcement officer position and create a 0.5 FTE position to assume the court security duties of the former position.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

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

WHEREAS, prior to 2010 the 55th District Court did not have a formal program in place for the collection of delinquent monies owed to the court/county; and

WHEREAS, the Ingham County Board of Commissioners created a full-time Court/Enforcement Officer position (#137030) in 2010 to allow for the implementation of a formal collection program and provide for additional court security; and

WHEREAS, the Court/Enforcement Officer position is split 20 hours/week on collecting monies owed to the court and 20/week providing court security services; and

WHEREAS, since the implementation of the collection program, the program has directly accounted for the collection of $580,000 in delinquent fines and costs in the first full year of operation (2011) and the collection of $685,000 of delinquent fines and costs in 2012, and the collection of $780,000 of delinquent fines and costs in 2013; and

WHEREAS, the court is not able to provide historical collection data prior to 2010, because of the case management software program that was in use at the time, but can demonstrate that the court’s collection rate has increased 1.8% since 2010; and

WHEREAS, the court currently has outstanding receivables totaling approximately $5,000,000; and

WHEREAS, $4,200,000 of the outstanding receivables is aged seven years or less; and

WHEREAS, the enforcement and collection of delinquent monies owed to the court assists in effective case management practices; and

WHEREAS, the enforcement and collection of delinquent monies owed to the court enhances the credibility of the court, its orders and the judges; and

WHEREAS, the enforcement and collection of delinquent monies owed to the court ensures the disbursement of monies due to receiving agencies and victims of crime.

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 and ending 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 and ending February 28, 2015, at which time the authorization for the position will sunset unless otherwise approved by the Ingham County Board of Commissioners.

BE IT FURTHER RESOLVED, that the personnel costs for the 0.5 FTE Court Officer position for a period of one year is projected at $33,876.

BE IT FURTHER RESOLVED, that the Controller is authorized to transfer up to $33,876 from the 2014 Ingham County Contingency Fund to the 55th District Court Budget for this purpose.

BE IT FURTHER RESOLVED, that the Law & Courts Committee will review this status of this pilot project prior to the expiration of the project to determine its success and potential for continuation prior to the expiration of the pilot project.

BE IT FURTHER RESOLVED, that if the pilot project is not deemed worthy of continuation, the Enforcement Officer position (#137030) will revert back to its original position (Court/Enforcement Officer) with duties being split between collecting fines and costs and court security.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Controller/Administrator to make the necessary adjustments to the 55th District Court’s budget and Position Allocation List.
MEMORANDUM

TO: Law & Courts and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: January 8, 2014

SUBJECT: RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH WALTER MECHANICAL SERVICES INC. DBA: ATI GROUP TO PROVIDE HVAC PREVENTATIVE MAINTENANCE SERVICES AT ELEVEN (11) 911 TOWER SITES

The resolution before you authorizes entering into a contract with Walter Mechanical Services Inc. DBA: ATI Group, to provide HVAC preventative maintenance services six (6) times per year at eleven (11) 911 tower sites, for a period three (3) years with an optional two (2) year renewal.

The previous maintenance contract with John E. Green Company which included an optional two (2) year renewal expired on December 31, 2013. The contract with Walter mechanical will be effective from January 1, 2014 through December 31, 2016, with an optional two (2) year renewal at that time.

Walter Mechanical Services Inc. DBA: ATI Group, submitted the lowest responsive and responsible bid of $26,299.00, were chosen after going through a competitive bidding process and have the recommendation of both the Purchasing and Facilities Departments.

The yearly cost to the county will be billed as follows:

Year One - January 1, 2014 through December 31, 2014 $8,678.00
Year Two - January 1, 2015 through December 31, 2015 $8,766.00
Year Three - January 1, 2016 through December 31, 2016 $8,855.00

The total cost for three years: $26,299.00

The funds for this project are available in the approved CIP Line Item 261-32500-818000.

I recommend approval of this resolution.
MEMORANDUM

TO: Law & Courts and Finance Committees
FROM: Jim Hudgins, Director, Purchasing Department
DATE: January 10, 2014
SUBJECT: Proposal Summary for HVAC Services for 911 Towers

Project Description:
Proposals were sought from highly-qualified heating, ventilation and air conditioning (HVAC) firms, licensed in the State of Michigan, interested in entering into a services agreement for HVAC preventative maintenance services six times per year at eleven 911 tower sites. Other services required may include, but are not limited to, emergency HVAC repair services, miscellaneous repairs, replacements, and system operations at various facilities on a non-exclusive continuing annual basis for a period of three years.

The contractor is expected to provide services twenty-four hours a day, seven days a week. On-site emergency service response time is required of no more than one hour upon notification. Many County facilities operate 24 hours per day and must have service promptly to protect the health and welfare of the public, employees, and temperature sensitive equipment.

Proposal Summary:
Vendors contacted: 38 Local: 17
Vendors responding: 6 Local: 3

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Total</th>
<th>Local</th>
</tr>
</thead>
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<tr>
<td>Walter Mechanical Services Inc</td>
<td>$8,678.00</td>
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<tr>
<td>DBA: ATI Group</td>
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<td></td>
<td></td>
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<tr>
<td>Pro-Tech Mechanical Services</td>
<td>$10,302.96</td>
<td>$10,509.02</td>
<td>$10,719.20</td>
<td>$31,531.18</td>
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<td>Myers Plumbing &amp; Heating Inc.</td>
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<td>$12,560.00</td>
<td>$12,560.00</td>
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<td>John E. Green Company</td>
<td>$12,939.00</td>
<td>$13,198.00</td>
<td>$13,462.00</td>
<td>$39,599.00</td>
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<td>Aladdin</td>
<td>$15,600.00</td>
<td>$16,160.00</td>
<td>$16,620.00</td>
<td>$48,380.00</td>
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<tr>
<td>Shaw Winkler Inc</td>
<td>$28,400.00</td>
<td>$28,600.00</td>
<td>$28,850.00</td>
<td>$85,850.00</td>
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</table>
Recommendation:
It is the recommendation of the Evaluation Committee to award a contract to Walter Mechanical Services Inc DBA: ATI Group in an amount not to exceed $26,299 for a 3-year term contract with an option for a 2-year renewal. Walter Mechanical Services Inc DBA: ATI Group 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 New Citizens Press, and posted on the Purchasing Department Web Page.
Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH WALTER MECHANICAL SERVICES INC. DBA: ATI GROUP TO PROVIDE HVAC PREVENTATIVE MAINTENANCE SERVICES AT ELEVEN (11) 911 TOWER SITES

WHEREAS, the maintenance contract with John E. Green ended on December 31, 2011; and

WHEREAS, an optional two (2) year renewal was approved which extended the contract through December 31, 2013; and

WHEREAS, the Purchasing Department submitted proposals and after careful review of the bids, it is the recommendation of both the Purchasing and Facilities Departments to award a contract to Walter Mechanical Services Inc. DBA: ATI Group, who submitted the lowest responsive and responsible bid of $26,299.00 to provide HVAC preventative maintenance services six (6) times per year at eleven (11) 911 tower sites, for a three (3) year period beginning January 1, 2014 through December 31, 2016 with an optional two (2) year renewal; and

WHEREAS, other services required may include, but are not limited to, emergency HVAC repair services, miscellaneous repairs, replacements, and system operations at various facilities on a non-exclusive continuing annual basis; and

WHEREAS, the yearly cost to the county will be billed as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Period</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year One</td>
<td>January 1, 2014 through December 31, 2014</td>
<td>$8,678.00</td>
</tr>
<tr>
<td>Year Two</td>
<td>January 1, 2015 through December 31, 2015</td>
<td>$8,766.00</td>
</tr>
<tr>
<td>Year Three</td>
<td>January 1, 2016 through December 31, 2016</td>
<td>$8,855.00</td>
</tr>
</tbody>
</table>

The total cost for three years: $26,299.00

WHEREAS, the funds for this project are available within the approved CIP Line Item 261-32500-818000.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes entering into a contract with Walter Mechanical Services Inc. DBA: ATI Group, 3419 Pierson Place, Flushing, MI 48433, to provide HVAC preventative maintenance services six (6) times per year at eleven (11) 911 tower sites, for a three (3) year period, with an optional two (2) year renewal, for a total not to exceed cost of $26,299.00.

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

TO: Human Services & Finance Committees

FROM: Renée Branch Canady PhD, MPA, Health Officer

DATE: January 9, 2014

RE: Resolution to Authorize an Agreement with the Ingham Health Plan Corporation to be the Michigan Early Childhood Home Visiting HUB for Ingham County

In Resolution #13-211, an agreement was authorized with between the Health Department and the Ingham Health Plan Corporation to be the Maternal Infant Early Childhood Home Visiting HUB for Ingham County. Funds were provided through the Comprehensive Agreement with the Michigan Department of Community Health (MDCH). The HUB is a single place or process for people to access services and where outreach, intake, screenings, assessments and referrals take place in order to better distribute services.

MDCH is providing Ingham County with $50,000 for 2013-14 to continue to support the MIECHV HUB. The Health Department will act as the fiduciary and Ingham Health Plan Corporation will continue in the role of the HUB. Funding for this contract was included in the Comprehensive Agreement with MDCH, authorized in Resolution #13-384.

The attached Resolution authorizes an agreement with Ingham Health Plan Corporation in the amount of $50,000 for the period of October 1, 2013 to September 30, 2014.

I recommend that the Board of Commissioners adopt the attached resolution and authorize the agreement with Ingham Health Plan Corporation.

Attachment

c: Debbie Edokpolo w/attachment
   John Jacobs w/attachment
RESOLUTION TO AUTHORIZE AN AGREEMENT WITH
THE INGHAM HEALTH PLAN CORPORATION TO BE THE MICHIGAN EARLY CHILDHOOD
HOME VISITING HUB FOR INGHAM COUNTY

WHEREAS, in Resolution #13-211, an agreement was authorized between the Health Department and the Ingham Health Plan Corporation to be the Maternal Infant Early Childhood Home Visiting HUB for Ingham County through the Comprehensive Agreement with the Michigan Department of Community Health (MDCH); and

WHEREAS, the HUB is a single place or process for people to access services and where outreach, intake, screenings, assessments and referrals take place in order to better distribute services; and

WHEREAS, MDCH is providing Ingham County with $50,000 for 2013-2014 to continue to support the MIECHV HUB; and

WHEREAS, the Health Department will act as the fiduciary and the Ingham Health Plan Corporation will continue its role as HUB for Ingham County; and

WHEREAS, funding for this agreement was included in the Comprehensive Agreement with the Michigan Department of Community Health and authorized in Resolution #13-384; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with the Ingham Health Plan Corporation for the period October 1, 2013 through September 30, 2014.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement not to exceed $50,000 with the Ingham Health Plan Corporation to act as the HUB for MIECHV.

BE IT FURTHER RESOLVED, that the period of the Agreement shall be October 1, 2013 through September 30, 2014.

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

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary documents consistent with this resolution after review by the County Attorney.
TO: Human Services & Finance Committees

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

DATE: January 9, 2014

RE: Resolution to Authorize an Agreement with the Michigan Department of Environmental Quality for 2013-2014

Attached is a resolution to authorize an agreement with the Michigan Department of Environmental Quality (MDEQ) under which the Ingham County Health Department will conduct environmental monitoring and inspections of MDEQ Non-Community programs. MDEQ began to contract with Ingham County after the State of Michigan reorganized services and moved many of its environmental protection programs and services to the Department of Environmental Quality. The Public Health Code still locates the primary responsibility for environmental protection at the community level with local public health departments. The current agreement expired on September 30, 2013.

The proposed agreement for 2013-2014 includes the following services and funding of $26,121 allocated as follows:

NON-COMMUNITY PUBLIC WATER SUPPLY PROGRAM – up to $19,571
The Health Department will conduct sanitary surveys of non-community public water supplies in Ingham County. The Health Department will also oversee water quality monitoring at these supplies, issue water well permits for new supplies, and ensure that proper public notice is issued should a supply become unsafe for drinking.

DRINKING WATER LONG-TERM MONITORING – up to $700
The Health Department will collect samples from drinking water supplies and sites of environmental contamination identified by the State.

PUBLIC SWIMMING POOLS – up to $5,600
The Health Department will inspect all public swimming pools/spas licensed by the MDEQ in Ingham County. In addition, the Health Department will investigate complaints, conduct meetings and/or conferences related to compliance issues, and complete inspection forms provided by the State.

CAMPGROUND REQUIREMENTS – up to $250
The Health Department will inspect all campgrounds licensed by the MDEQ located in Ingham County, collect fees, investigate complaints, conduct meetings and/or conferences related to compliance issues, and complete inspection forms provided by the State.

I recommend that the Board of Commissioners authorize the agreement with the Michigan Department of Environmental Quality for the period of October 1, 2013 through September 30, 2014. The revenue for these services anticipated in the Health Department’s 2014 budget.

c: Jim Wilson w/attachment
   John Jacobs w/attachment
WHEREAS, the State of Michigan has placed responsibility for environmental regulation and environmental quality in Michigan Department Environmental Quality (MDEQ), and
WHEREAS, the Michigan Public Health Code places responsibility for environmental protection at the community level with county governments through the network of local health departments; and

WHEREAS, MDEQ proposes to clarify the responsibilities for some environmental services and arrange to purchase environmental monitoring and inspection services from Ingham County; and

WHEREAS, MDEQ will reimburse Ingham County for expenses related to monitor and inspection services; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with MDEQ.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with Michigan Department Environmental Quality for Non-Community Programs.

BE IT FURTHER RESOLVED, that the period of the agreement shall be October 1, 2013 through September 30, 2014.

BE IT FURTHER RESOLVED, that MDEQ shall reimburse Ingham County up to $26,121 for expenses related to testing and inspection services as follows:

- Non-Community Public Water Supply Program – up to $19,571
- Drinking Water Long-Term Monitoring – up to $700
- Public Swimming Pools – up to $5,600
- Campground Requirements – up to $250

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

TO: Human Services and Finance Committees
FROM: Renée Branch Canady, PhD, MPA, Health Officer
DATE: December 10, 2013
RE: Resolution to Amend the Infectious Disease Physician Services Agreement with Michigan State University’s College of Osteopathic Medicine – Tuberculosis Program

Attached is a resolution to authorize an amendment to the agreement with Michigan State University’s College of Osteopathic Medicine – Tuberculosis Program for infectious disease physician services.

The Health Department has an existing agreement with Michigan State University’s College of Osteopathic Medicine that provides specialty physician services to patients with active tuberculosis at the Health Department’s Tuberculosis Clinic located at the Lung Institute in Lansing, Michigan. This agreement expired on December 31, 2013. The College of Osteopathic Medicine would like to continue this physician services agreement at $165.00 dollars per hour for up to twelve hours a month through December 31, 2015.

I recommend that the Ingham County Board of Commissioners authorize an amendment to the agreement with Michigan State University’s College of Osteopathic Medicine – Tuberculosis Program to extend physician services to Ingham County tuberculosis patients through December 31, 2015.

c: Nancy Hayward, w/attachment
    John Jacobs, w/attachment
    Barbara Watts Mastin, w/attachment
RESOLUTION TO AMEND THE INFECTIOUS DISEASE PHYSICIAN SERVICES AGREEMENT WITH MICHIGAN STATE UNIVERSITY’S COLLEGE OF OSTEOPATHIC MEDICINE – TUBERCULOSIS PROGRAM

WHEREAS, the Health Department is obligated under the Public Health Code 333.5115 (4), 333.5301 (1) and 333.5307 to ensure the provision of treatment for patients with active tuberculosis within its jurisdictions; and

WHEREAS, the Health Department has an existing agreement with the Michigan State University’s College of Osteopathic Medicine to provide services to patients with active tuberculosis at the Health Department’s tuberculosis clinic located at The Lung Institute, 405 West Greenlawn Avenue, Suite 130 in Lansing, Michigan; and

WHEREAS, Michigan State University College of Osteopathic Medicine wishes to continue their contract that provides physician specialty services to patients with active tuberculosis at one hundred and sixty five ($165.00) dollars per hour up to a maximum of twelve hours per month through December 31, 2015; and

WHEREAS, the Ingham Community Health Center Board has reviewed and supports this amendment to the agreement; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize a two year extension of the agreement with Michigan State University’s College of Osteopathic medicine to provide physician services for patients with active tuberculosis.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorize a two year extension of the agreement with Michigan State University’s College of Osteopathic Medicine to provide physician specialty services to patients with active tuberculosis.

BE IT FURTHER RESOLVED, that the period of the agreement shall be extended through December 31, 2015.

BE IT FURTHER RESOLVED, that Ingham County shall pay Michigan State University’s College of Osteopathic Medicine one hundred and sixty five ($165.00) dollars per hour, for tuberculosis services up to a maximum of twelve hours per month.

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

TO: Human Services and Finance Committees

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

DATE: January 9, 2014

RE: Resolution to Authorize an Agreement with the Michigan State University College of Nursing for Pediatric Nurse Practitioner Services in Ingham Community Health Centers

Attached is a resolution to authorize an agreement with the Michigan State University College of Nursing for up to 12 hours a week of pediatric Nurse Practitioner services in Ingham Community Health Centers (ICHC) for the period of March 1, 2014 through December 31, 2015.

The Health Department has contracted with Michigan State University College of Nursing for Nurse Practitioner services in the past, and has been highly satisfied with the quality of the professionals and services they provide to ICHC patients. Entering into an agreement with MSU’s College of Nursing for pediatric Nurse Practitioner services will enable ICHC to provide pediatric services as part of comprehensive high quality health care for its patients. The contracted Nurse Practitioner will provide services primarily through the ICHC’s pediatric health centers, but also will be available as needed to provide services throughout the health center network.

I recommend that the Ingham County Board of Commissioners authorize an agreement with the Michigan State University College of Nursing for up to 12 hours a week of pediatric Nurse Practitioner services in Ingham Community Health Centers for the period of March 1, 2014 through December 31, 2014.

c: John Jacobs, w/attachment
   Barbara Watts Mastin, w/attachment
Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE MICHIGAN STATE UNIVERSITY COLLEGE OF NURSING FOR PEDIATRIC NURSE PRACTITIONER SERVICES IN INGHAM COMMUNITY HEALTH CENTERS

WHEREAS, the need for pediatric Nurse Practitioner services at the Health Departments’ Community Health Centers continues; and

WHEREAS, Michigan State University College of Nursing (MSU CON) has qualified pediatric Nurse Practitioner services available on a contractual basis; and

WHEREAS, the health care services provided by the pediatric Nurse Practitioners enable the Department to attain its revenue goals; and

WHEREAS, the Health Department advises that the quality of services provided by MSU CON’s Nurse Practitioners is very good; and

WHEREAS, the Community Health Center’s Board of Directors supports an agreement with MSU CON for up to 12 hours a week of pediatric Nurse Practitioner services; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes an agreement with the Michigan State University College of Nursing for up to 12 hours a week of pediatric Nurse Practitioner services for the period of March 1, 2014 through December 31, 2015 at the following hourly rates:

- March 1, 2014 through December 31, 2014 - $59.00/hour
- January 1, 2015 through December 31, 2015 - $59.59/hour

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an agreement with the Michigan State University College of Nursing for up to 12 hours a week of pediatric Nurse Practitioner services at the Ingham Community Health Centers for the period of March 1, 2014 through December 31, 2015 at the following rates:

- March 1, 2014 through December 31, 2014 - $59.00/hour
- January 1, 2015 through December 31, 2015 - $59.59/hour

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

TO: Human Services and Finance Committees

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

DATE: January 9, 2014

RE: 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

Attached is a resolution to accept an additional award of $76,961 from the Health Resources and Services Administration (HRSA) to expand outreach and enrollment assistance activities in the Ingham County Community.

The Health Departments’ Community Health Centers are a HRSA 330e Grantee. In Resolution #13-321, the Health Departments’ Community Health Centers received a supplemental award of $140,653 from the Health Resources and Services Administration (HRSA) to expand outreach enrollment assistance activities and facilitate enrollment of eligible health center patients to affordable health insurance coverage for the period of July 1, 2013 through June 30, 2014. HRSA has provided an additional supplemental award in the amount of $76,961 to be used to increase its current outreach and enrollment assistance capacity.

It is the expectation of the granting agency (HRSA) that awardees act expediently to utilize the additional award to increase outreach and enrollment activity in advance of the closure of the open enrollment period through the Health Insurance Marketplace (March 30, 2014) and to facilitate enrollment in Medicaid, CHIP and expanded Medicaid programs through the end of the grant period. Ingham Community Health Centers is prepared to respond by expanding the number of temporary personnel and the necessary equipment dedicated to increasing outreach and enrollment to health center patients and residents throughout Ingham County in compliance with grant requirements and guidelines.

I recommend that the Ingham County Board of Commissioners authorize the acceptance of the award of $76,961 to increase outreach enrollment assistance activities.

c: Nancy Hayward, w/attachment
    John Jacobs, w/attachment
    Barbara Watts Mastin, w/attachment
INTRODUCED BY THE HUMAN SERVICES, COUNTY SERVICES AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

WHEREAS, in Resolution #13-321 the Board of Commissioners authorized the acceptance of $140,653 of supplemental funding from the Health Resources and Services Administration (HRSA) to expand outreach enrollment assistance activities and facilitate enrollment of eligible health center patients to affordable health insurance coverage for the period of July 1, 2013 through June 30, 2014; and

WHEREAS, the Health Department’s Community Health Centers has been awarded by HRSA an additional $76,961 to be used to increase its current outreach and enrollment assistance capacity; and

WHEREAS, the period of this additional funding shall be the same as the initial award: July 1, 2013 through June 30, 2014; and

WHEREAS, to increase outreach and enrollment capacity, temporary Community Health Worker staff positions need to be established to assist the existing project staff in outreaching to uninsured individuals and enrolling them in health coverage; and

WHEREAS, the Community Health Center Board supports the acceptance of these funds; and

WHEREAS, the Health Officer recommends that the Board of Commissioners accept these funds and authorize the use to increase current outreach and enrollment activities.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the acceptance of the award of $76,961 from the Health Resources and Services Administration (HRSA) for the period of July 1, 2013 through June 30, 2014 to increase outreach enrollment assistance activities.

BE IT FURTHER RESOLVED, that up to three (3) temporary Community Health Worker (UAW/D) positions be established in addition to the existing project staff for the duration of the grant.

BE IT FURTHER RESOLVED, that the MIS Director is authorized to purchase laptops, cell phones, software, printers, WiFi cards to assist with enrollment activities.

BE IT FURTHER RESOLVED, that the Health Department is authorized to purchase other equipment or furniture as necessary and appropriate in compliance with the grant guidelines to assist with enrollment activities.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the Health Department’s budget.

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

TO: Human Services and Finance Committees

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

DATE: January 9, 2014

RE: 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

Attached is a resolution to accept funding in the amount of $100,000 from Ingham Health Plan Corporation to facilitate the relocation and renovation of the Ingham Community Health Centers’ clinical services.

The Ingham Health Plan Corporation Board of Directors authorized funding in the amount of $100,000 to Ingham County Health Department for health center’s overall plan for relocation and renovation of its clinical services. The Ingham Health Plan does not require any reportable outcomes for this funding, but does request to be updated on the progress of the relocation and renovation. A Memorandum of Understanding between Health Department and the Ingham Health Plan will be drafted to outline the terms and expectations for the funds.

These funds will be used for Capital Project Facilitation Services through Capital Link, which includes oversight and consultation of the consolidation, renovation, and reorganization of primary care services at three sites.

I recommend that the Ingham County Board of Commissioners authorize the Health Department to accept these funds from Ingham Health Plan Corporation and to enter an agreement with Capital Link to support the relocation and renovation of the Ingham Community Health Centers’ clinical services.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

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

WHEREAS, all of the Ingham Community Health Centers (ICHC) are operating at full capacity and do not have the ability to add additional providers and support staff to meet the current demand because of space constraints; and

WHEREAS, on November 14, 2013 the Ingham Health Plan Corporation Board of Directors authorized the funding in the amount of $100,000 to Ingham County Health Department for the Community Health Centers overall plan for relocation and renovation of its clinical services; and

WHEREAS, in Resolution #13-322, the Board of Commissioners authorized the County Controller/Administrator to procure property for a Community Health Center Facility as a solution to space issues, and to expand the Health Department’s capacity to respond to increasing needs and demands for service and support; and

WHEREAS, Capital Link has worked with ICHC over the past three years to develop a Strategic Facilities Development Plan to consolidate of operations, upgrade facilities and increase capacity and breadth of services through the reorganization and renovation of existing facilities and acquisition of additional properties; and

WHEREAS, ICHC wishes to contract with Capital Link for Capital Project Facilitation Services to support the goals associated with the acquisition and renovation of acquired property and reorganization and renovation of existing facilities; and

WHEREAS, the Ingham Community Health Center Board supports the acceptance of $100,000 in funds from the Ingham Health Plan for ICHC’s overall plan for relocation and renovation of its clinical services; and

WHEREAS, the Health Officer recommends that the Board of Commissioners accept funds in the amount of $100,000 from the Ingham Health Plan Corporation and the authorization of an agreement with Capital Link for Capital Project Facilitation Services.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the acceptance of funding in the amount of $100,000 from Ingham Health Plan Corporation to support the overall plan for relocation and renovation of its clinical services at three sites.

BE IT FURTHER RESOLVED, that a Memorandum of Understanding between the Ingham Health Plan Corporation and the Health Department is approved for the period of January 1, 2014 through December 31, 2014 to outline the terms and expectations of the acceptance of these funds.
BE IT FURTHER RESOLVED, that the Health Department is authorized to enter an agreement with Capital Link for Capital Project Facilitation Services for a total of $100,000 for the period of January 1, 2014 through December 31, 2014.

BE IT FURTHER RESOLVED that the Chairperson of the Board of Commissioners is hereby authorized to sign the necessary contract and/or memorandum documents on behalf of the county after approval as to form by the County Attorney.
MEMORANDUM

To: Human Services and Finance Committees

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

Date: January 9, 2014

Subject: Resolution to Amend Resolution #13-417

Attached is a resolution to amend the agreement with Intelligent Medical Objects, Inc. for IMO Problem IT Terminology Service.

In Resolution #13-417, a three year agreement was authorized between the Health Department and Intelligent Medical Objects, Inc. (IMO, Inc.) for the IMO Problem IT Terminology Service (the “Service”) for a total cost of $8,500.

This amendment will change the term of the agreement to a one year agreement period, from November 1, 2013 through October 31, 2014. The agreement would automatically renew for successive one year periods thereafter at the Annual End-user Fee cost of $6,000 per year. The Health Department can cease the Service as other technology solutions become available by providing written notification to IMO, Inc. not to renew at least ninety (90) days prior to the end of the then current term.

All other terms of the agreement remain unchanged.

The Ingham County Community Health Center Board has reviewed the corrected term of the agreement and supports the amendment. The expenditures for the initial year of services are included in the Health Department’s 2014 budget.

I recommend that the Board of Commissioners authorize the amendment to the agreement with IMO, Inc. to provide the Service to the Ingham County Health Department for the one year period.

c: John Jacobs, w/attachment
   Barbara Watts Mastin, w/attachment
Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

WHEREAS, the Health Department transitioned to the use of Next Gen Electronic Health Records and Patient Management System (Next Gen) throughout its Community Health Centers in 2012; and

WHEREAS, Intelligent Medical Objects, Inc.’s IMO Problem IT Terminology Service (the “Service”) provides advanced user-friendly term search functionality to assist providers and clinicians in identifying terminology to document patient diagnosis and histories within Next Gen; and

WHEREAS, Intelligent Medical Objects, Inc.’s (IMO, Inc.) Service is compatible and recommended for use with Next Gen and will enable the Community Health Centers to be fully compliant with required ICD-10-CM diagnostic code use requirements from HRSA by October 1, 2014 and will enhance the efficiency of the diagnostic code search function in Next Gen to ensure quality patient care; and

WHEREAS, the cost of the Service included a one-time implementation fee of $2,500 and an annual end-user licensing fee per end-user (“Annual End-user Fee”) of $6,000 for 51-100 licensed users and Ingham Community Health Centers has approximately 86 active provider licenses for EHR; and

WHEREAS, in Resolution #13-417 the Board of Commissioners authorized an agreement with IMO, Inc. for a term of service of October 1, 2013 to September 30, 2016 (three years) for a total cost of $8500; and

WHEREAS, the agreement must be amended to reflect the cost of the Service as $8,500 for the first initial year of service ($2,500 implementation fee plus the $6,000 Annual End-user Fee) with an additional cost of $6,000 for the Annual End-user Fee for each consecutive year of service; and

WHEREAS, the amendment will change the period of the agreement with IMO, Inc. for a one year term of service at a total cost of $8,500; and

WHEREAS, the Community Health Center Board supports the amendment; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an amendment to the agreement with IMO, Inc. to provide the Service for the period of November 1, 2013 through October 31, 2014 with automatic renewal at the end of the term unless either party provides notice otherwise.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an amendment to the agreement with IMO, Inc. to provide the Service for the period November 1, 2013 through October 31, 2014 with automatic renewal at the end of the term unless either party provides notice otherwise.
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 unless written notice not to renew is provided not less than 90 days prior to the end of the then current term.

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

TO: Human Services, County Services and Finance Committees
FROM: Jared Cypher, Deputy Controller
RE: Contract with MSU for Acting Health Officer
DATE: January 14, 2014

This resolution authorizes a contract with Michigan State University for the services of Bruce Bragg as Acting Health Officer. Dr. Renee Canady has resigned as Ingham County Health Officer, and it is necessary to appoint an Acting Health Officer until a permanent replacement is selected. Former Ingham County Health Officer Bruce Bragg has been identified as an ideal candidate for the position.

Mr. Bragg is currently employed part time by Michigan State University. His employment will be increased to full time. The University will make Mr. Bragg available at 60% of full time (24 hours per week) on a regular basis to serve as Acting Health Officer, with the understanding that he will be available 24 hours per day, seven days a week to serve in that role in the event of an emergency. Mr. Bragg will be the Acting Health Officer and he will be responsible to the Ingham County Board of Commissioners to fulfill the duties and responsibilities of the Health Officer as set forth in the Health Officer’s job description.

The appointment will be effective on January 21, 2014 and remain in effect for up to 30 days after the start of the new Health Officer. Ingham County will reimburse Michigan State University in an amount not to exceed $7,561 per month for these services.
RESOLUTION AUTHORIZING A CONTRACT WITH MICHIGAN STATE UNIVERSITY FOR THE SERVICES OF BRUCE BRAGG AS ACTING HEALTH OFFICER

WHEREAS, Dr. Renee Canady has resigned as Ingham County Health Officer; and

WHEREAS, pursuant to MCL 333.2428(1), the Ingham County Board of Commissioners has initiated a search process to select a new Health Officer; and

WHEREAS, it is necessary for the Ingham County Health Department to have a Health Officer, to act as the administrative head of the Health Department, and to carry out the Health Department’s delegated functions to protect the public health and prevent disease; and

WHEREAS, a new Health Officer will not be selected prior to Dr. Canady’s departure; and

WHEREAS, former Health Officer Bruce Bragg has been identified as the best candidate to function as Acting Health Officer until a permanent replacement is selected; and

WHEREAS, Mr. Bragg’s part time employment at Michigan State University is proposed to be increased to full time; and

WHEREAS, Michigan State University will make Mr. Bragg available at 60% of full time (24 hours per week) on a regular basis to serve as Acting Health Officer, with the understanding that he will be available 24 hours per day, seven days a week to serve in that role in the event of an emergency.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes a contract with Michigan State University for the services of Bruce Bragg as Acting Health Officer contingent upon receipt of approval by the Director of the Michigan Department of Community Health (MDCH).

BE IT FURTHER RESOLVED, Ingham County will reimburse Michigan State University on a monthly basis for 60% of Mr. Bragg’s cost of employment as a full time University employee in an amount not to exceed $7,561 per month.

BE IT FURTHER RESOLVED, the contract shall commence on January 21, 2014 and remain in effect up to 30 days after the start date of the new Health Officer, during which time the County will have the option to retain Mr. Bragg’s services as consultant to the new Health Officer during a transitional period.

BE IT FURTHER RESOLVED, that the term of this agreement shall not exceed six months unless an extension is approved by the MDCH Director.

BE IT FURTHER RESOLVED, a copy of this Resolution shall be forwarded to the Michigan Department of Community Health (Local Health Services).

BE IT FURTHER RESOLVED, the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary documents consistent with this resolution after approval as to form by the County Attorney.
MEMORANDUM

TO: County Services and Finance Committees
FROM: Jared Cypher, Deputy Controller
RE: Agreement with the Ingham Conservation District
DATE: January 2, 2014

The 2014 budget includes $7,895 in operational funding to support Ingham Conservation District (ICD) Education and Outreach, Conservation Oriented Events, Vehicle and Property Maintenance and Office Support. The following narrative details how funds will be divided between these purposes.

**Education and Outreach**
$3,825 is earmarked for education and outreach activities. Educational signage will be installed on the ICD grounds to highlight different habitats and raise awareness about local conservation issues. Funding will also be used for printed outreach materials including brochures, flyers and business cards. Remaining funds will be used to support the development of an outdoor environmental education program. The ICD anticipates using funds to purchase supplies, advertise the program and to supplement salary for staff time spent developing and implementing the new program.

**Conservation Oriented Events**
$370 is dedicated to advertise and help support ICD events. Events planned for 2014 to date include a youth hunt, annual meeting, green space race, garlic mustard pull, rain garden days and spring and fall volunteer stream monitoring.

**Vehicle and Property Maintenance**
$1,750 is budgeted for maintenance activities. This amount will support maintenance of the ICD’s 200 acre property, trail system, vehicles and buildings. This includes fuel and maintenance for ICD truck, tractor, gator, and other equipment.

**Office Support**
$2,000 is budgeted for office support. This amount will support operating system and software upgrades for staff computers as well as a network update. Any remaining funds will be used for general office supplies and staff support.
WHEREAS, Conservation Districts were established in response to the “Dust Bowl” to improve farming practices and be protective of the environment; and

WHEREAS, the Ingham Conservation District was established in 1946; and

WHEREAS, the role of Conservation Districts has expanded to be protective of all natural resources including soil, water, wildlife, etc.; and

WHEREAS, Ingham Conservation District made a budget request to provide operational funding in support of education and outreach, conservation oriented events, vehicle and property maintenance and office support; and

WHEREAS, the 2014 Ingham County budget includes $7,895 for the Ingham Conservation District.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes an agreement with the Ingham Conservation District to provide operational funding in support of education and outreach, conservation oriented events, vehicle and property maintenance and office support.

BE IT FURTHER RESOLVED, this agreement shall be for the period of January 1, 2014 through December 31, 2014 in an amount not to exceed $7,895.

BE IT FURTHER RESOLVED, the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.
Agenda Item 9a and 9b

January 9, 2014

To: County Services and Finance Committee

From: Travis Parsons, Human Resources Director

Subject: Local #1499 of the American Federation of State, County and Municipal Employees AFL-CIO, Council 25 – Collective Bargaining Agreement

On Monday, December 30, 2013, AFSCME put before their members for vote a proposed tentative agreement negotiated on December 12, 2013. The AFSCME members approved the agreement. Highlights of the agreement include the following:

- **Contract Duration (Article 19):** through December 31, 2015
- **Salary Schedule (Appendix A):**
  - 2014 - No wage increase from the 2013 wage scales.
  - 2015 – Wage Re-opener
  - Crew Leaders receive additional $1 per hour
  - Crew Leaders assuming the duties of District or Shop Supervisor receive additional $2 per hour
- **Retirement (Article 13 – Wages and Benefits):**
  - Eligible employees hired before January 1, 2014: 1.2% increase in the employee pension contribution.
  - Eligible employees hired on or after January 1, 2014 shall receive a MERS Hybrid pension plan: DB - 1.25% multiplier and DC - 1% employee minimum contribution with a 1% employer match. Retirement Age - 60
  - Retiree Health: Employees hired on or after January 1, 2014 – single subscriber retiree health per sliding scale based on years of service. Eligible at age 60.
  - Retiree Life Insurance – eliminated for employees that retire after January 1, 2014
- **Longevity (Article 13 – Wages and Benefits)**
  - Employees hired on or after January 1, 2014 are not eligible to receive longevity bonus for service with the Employer.
- **Health Insurance (Article 13 – Wages and Benefits)**
  - 2014 Plan Year - Employees shall maintain their current Base Plan and Buy-up Plan option in addition to the current County High Deductible Plan.
  - 2015 Plan Year – Employees shall receive plan options as recommended by the Health Care Coalition and approved by the Board of Commissioners.
- **Long Term Disability Insurance (Article 13 – Wages and Benefits)**
  - Benefit at 50% of base salary, capped at $2500 per month
- **Leave Time (Article 15):**
  - Employees hired on or after January 1, 2014 shall earn leave time credits according to the reduced accrual schedule.
  - Vacation Bonus at twenty-eight (28) hours for each calendar year

Also included in the packet are resolutions establishing the MERS Hybrid pension plan.
Resolutions

Resolutions

WHEREAS, an agreement has been reached between representatives of Ingham County and Local #1499 of the American Federation of State, County and Municipal Employees AFL-CIO, Council 25 for the period January 1, 2014 through December 31, 2015; and

WHEREAS, the agreement has been ratified by the employees within the bargaining unit; and

WHEREAS, the provisions of the agreement have been approved by the County Services and Finance Committees.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the contract between Ingham County and Local #1499 of the American Federation of State, County and Municipal Employees AFL-CIO, Council 25 for the period January 1, 2014 through December 31, 2015.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners and the County Clerk are authorized to sign the contract on behalf of the County, subject to the approval as to form by the County Attorney.
Introducing the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

WHEREAS, the County Board of Commissioners has recognized the escalating cost of the current MERS Defined Benefit Plan; and

WHEREAS, Local #1499 of the American Federation of State, County and Municipal Employees AFL-CIO, Council 25 approved a new collective bargaining agreement that includes the establishment of a Hybrid pension plan for new hires.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the attached resolutions establishing the MERS Hybrid Pension Plan for new employees in Local #1499 of the American Federation of State, County and Municipal Employees AFL-CIO, Council 25 hired on or after January 1, 2014.

BE IT FURTHER RESOLVED, that the Chair of Board is authorized on behalf of the County to sign and execute all documents to effectuate and finalize this transaction, subject to the approval as to form, by the County Attorney.
WHEREAS, the Managerial and Confidential Employee/Elected Officials Steering Committee discussed benefit and salary changes to the 2014 Managerial and Confidential Employee Personnel Manual; and

WHEREAS, after careful consideration, the Steering Committee recommended changes for the 2014 Managerial/Confidential Personnel Manual.

THEREFORE BE IT RESOLVED, the Ingham Board of Commissioners approves the following recommendations, as proposed by the Managerial and Confidential Employee/Elected Officials Steering Committee, to the 2014 Managerial and Confidential Employee Personnel Manual:

1. Change in Appendix C – Position Listing Managerial & Confidential Pay Grades. Per the reclassification process the following positions are changed effective upon the adoption of this agreement:
   a. Assistant Deputy Health Officer (position #601135) from MCF Grade 8 to MCF Grade 10
   b. Director of Engineering/County Highway Engineer (position #9010) from MCF Road 7 to MCF Road 8
   c. Director – Human Resources (position #226001) from MCF Grade 12 to MCF Grade 13
   d. Human Resources Clerk (position #226008) from MCF Grade 2 to MCF Grade 3
   e. Human Resources Specialist (position #226011) from MCF Grade 8 to MCF Grade 9
   f. Public Health Nurse Director (position #601138) from MCF Grade 11 to MCF Grade 12

2. Change in Appendix D (Market Salary Positions) - Compensation levels for providers in the Ingham Community Health Centers are established and updated as provided by Board Resolution #13-484.

3. No change in the remaining salary grades reflected in Appendix D.

4. Appendix E - Elimination of the Post Employment Health Program through PEBSCO for non-bargaining unit employees at the Road Department.

5. Appendix E - Leave time hours accumulated in excess of 480 hours (maximum accumulation) shall be paid to the employee covered by this appendix at the rate of 50% in January of each year.

6. Appendix E - Employee covered by this appendix will receive a lump sum payment for 50% of any unused leave time upon termination of employment. Upon death or retirement under the Municipal Employees Retirement System an employee (or his/her estate) shall be paid a lump sum payment of 75% of unused leave time.

7. Appendix E - Longevity Plan: Existing non-bargaining unit employees covered by this appendix shall receive continuous service credit for service with this Employer, inclusive of service with the former Ingham County Road Commission.

BE IT FURTHER RESOLVED, that the Managerial and Confidential Employee Personnel Manual will be effective the date of adoption of this resolution and shall expire on December 31, 2014.
MEMORANDUM

TO: County Services and Finance Committees

FROM: Robert Peterson, Director of Engineering
         Road Department

DATE: January 8, 2014

SUBJECT: Marsh Road Bridge Professional Engineering Services

The Ingham County Road Department (ICRD) received 2015 Local Bridge Program funding to remove and replace the superstructure of the Marsh Road Bridge over the Canadian National Railroad. The bridge is located near Haslett, just north of Haslett High School. The existing superstructure is deteriorated to the point where it is posted for reduced loading.

The ICRD solicited proposals from Michigan Department of Transportation (MDOT) pre-qualified design consultants to provide professional engineering services for the rehabilitation of the Marsh Road Bridge. The rehabilitation involves removal and replacement of the railing, deck, and bridge beams using part-width construction. Part-width construction allows some traffic use on the structure during construction – exact usage is yet to be determined.

The Purchasing Department advertised for Marsh Road Bridge Professional Engineering Services and received six (6) proposals. ICRD and Purchasing Department staff reviewed the proposals and agreed to recommend that DLZ Michigan, Inc., of Lansing, Michigan, be retained to provide the requested bridge design services. Their estimated fee totals $41,673.83.

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

TO: County Services and Finance Committees

FROM: Jim Hudgins, Director of Purchasing

DATE: January 10, 2014

SUBJECT: Proposal Summary for Professional Engineering Services for the Marsh Road Bridge Rehabilitation Project for the Ingham County Road Department

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 Marsh Road Bridge Rehabilitation Project. The project involves superstructure replacement of the Marsh Road Bridge over the Canadian National Railroad in accordance with the Michigan Department of Transportation (MDOT), Michigan Department of Environmental Quality (MDEQ), Michigan Department of Natural Resources (MDNR), Canadian National Railroad and other required review agency requirements.

Proposal Summary:
Vendors contacted: 36 Local: 8
Vendors responding: 6 Local: 4

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Total</th>
<th>Local</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fishbeck, Thompson, Carr &amp; Huber, Inc.</td>
<td>$30,823</td>
<td>Yes - Lansing</td>
</tr>
<tr>
<td>ROWE Professional Services Company</td>
<td>$39,825</td>
<td>No - Flint</td>
</tr>
<tr>
<td>DLZ Michigan, Inc.</td>
<td>$41,674</td>
<td>Yes - Lansing</td>
</tr>
<tr>
<td>Northwest Consultants, Inc.</td>
<td>$73,692</td>
<td>No - Canton</td>
</tr>
<tr>
<td>Mannik Smith Group</td>
<td>$89,894</td>
<td>Yes - Lansing</td>
</tr>
<tr>
<td>Hubbell, Roth &amp; Clark, Inc.</td>
<td>$105,469</td>
<td>Yes - Holt</td>
</tr>
</tbody>
</table>

Local Vendors Not Responding
Bergmann Associates, East Lansing – No bid submitted. Company planned on submitting but they had noted the wrong due date. Due to timing, the firm was unable to submit a bid.

Other vendor not responding:
IBI Group Michigan LLC, Southfield – No bid submitted due to their work load.
OHM Advisors, Livonia – No bid submitted because given past awarded prices and their distance to the bridge site that they would need to visit, they feel they could not be competitive on these projects.
Tetra Tech, Brighton – No bid submitted due to other commitments including two large bridge load rating contracts from MDOT.

Recommendation:
It is the recommendation of the Evaluation Committee to award a contract to DLZ Michigan, Inc. in an amount not to exceed $41,673.83. DLZ, a local vendor, is highly qualified for this project being MDOT prequalified in bridge and railroad bridge designs. Fishbeck, Thompson, Carr, & Huber, while MDOT qualified for bridge design, is not prequalified for railroad bridge design.

Advertisement:
The RFP was advertised in the Lansing State Journal, The Chronicle, and posted on the Purchasing Department Web Page.
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 funding to remove and replace the superstructure of the Marsh Road Bridge over the Canadian National Railroad; and

WHEREAS, the ROAD DEPARTMENT solicited proposals from Michigan Department of Transportation pre-qualified design consultants to provide professional engineering services for the rehabilitation of the Marsh Road Bridge; and

WHEREAS, the Ingham County Purchasing Department advertised for Marsh Road Bridge Professional Engineering Services and received six (6) 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 16, 2013, for Marsh Road Bridge Rehabilitation Project 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: Jared Cypher, Deputy Controller

RE: Contract with Sheridan Land Consulting

DATE: January 9, 2014

Ingham County Board of Commissioners resolution #12-06 authorized a three year contract with Sheridan Land Consulting for services to the Ingham County Farmland and Open Space Preservation Board through December 31, 2014. Sheridan Land Consulting provided the County with notice of their intent to terminate the agreement effective January 31, 2014.

The Purchasing Department issued an RFP and two proposals were received. One from Sheridan Land Consulting for an amount not to exceed $70,000 annually with increases tied to the Consumer Price Index inflation rate. The other proposal was from Treemore Ecology and Land Services in an amount not to exceed $50,000. Please see the attached information from the Purchasing Department for more details.

Staff recommends a contract be authorized with Sheridan Land Consulting for the duration of the term of the current Farmland and Open Space Preservation Millage. Such a contract will allow for program continuity, and a commitment of over 30 hours per week including office hours in the Hilliard Building. Sheridan Land Consulting also understands the expectations and demands of the program and presents a seamless continuation of what to date has been a successful program. This contract would represent an increase in cost of $15,000 annually to the Farmland and Open Space Preservation Millage.

The Ingham County Farmland and Open Space Preservation Board also recommended approval of this contract at their December meeting.
MEMORANDUM

TO: County Service and Finance Committees

FROM: Jim Hudgins, Director, Purchasing Department

DATE: January 9, 2012

SUBJECT: Proposal Summary for Consulting Services for the Ingham County Farmland & Open Space Preservation Board

Project Description:
Proposals were sought from qualified and experienced consultants for the purpose of providing administrative and technical assistance to, and serving in the capacity as Director of, the Ingham County Farmland and Open Space Preservation Board (FOSPB).

Proposal Summary:
Vendors contacted: 13 Local: 7
Vendors responding: 2 Local: 1

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Consultant</th>
<th>Hourly Rate</th>
<th>Not-to-Exceed Yearly Total</th>
<th>Number of Hours Weekly</th>
<th>Local</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sheridan Land Consulting Inc.</td>
<td>Stacy Byers</td>
<td>$55</td>
<td>$85,000 $70,000 ¹</td>
<td>30</td>
<td>Yes - Mason</td>
</tr>
<tr>
<td>Treemore Ecology &amp; Land Services Inc.</td>
<td>Barry Lonik</td>
<td>$80</td>
<td>$50,000 ²</td>
<td>12</td>
<td>No - Dexter</td>
</tr>
</tbody>
</table>

¹ Revised yearly rate per letter received 12/5/13 from Stacy Byers
² Includes mileage around Ingham County at the standard rate. (Mileage between Mason and the Treemore home office will not be billed to Ingham County)

Vendors not responding:
Jim Fuerstenau, Grand Ledge – No proposal submitted. He is passionate about this field, but not interested in position.
Rosanne Bloomer, Ann Arbor – No proposal submitted due to the short time frame to respond and other current commitments, she is unable to submit an adequate application at this time.

Recommendation:
The Evaluation Committee recommends awarding a contract to Sheridan Land Consulting Inc. in an amount not to exceed $70,000 annually. Contract length is 5 years.

In addition to submitting a responsive proposal, Sheridan Land Consulting Inc is a local vendor, has relevant education and experience in the implementation of farmland and open space preservation ordinances and/or administration of farmland preservation programs, and has previous experience working with the County.

Advertisement:
The RFP was advertised in the Lansing State Journal, the Michigan Bulletin, and posted on the Purchasing Department Web Page.
WHEREAS, Ingham County desires to provide for the effective long-term protection and preservation of
farmland in Ingham County from the pressure of increasing residential and commercial development; and

WHEREAS, the Ingham County Board of Commissioners adopted the Ingham County Farmland Purchase of
Development Rights Ordinance in July 2004 and the Ingham County Open Space Purchase of Development
Rights Ordinance in October 2009; and

WHEREAS, the Ingham County Farmland Purchase of Development Rights Ordinances authorize the Ingham
County Farmland and Open Space Preservation Board to oversee the implementation of the Farmland and Open
Space Preservation Program; and

WHEREAS, the Ingham County Board of Commissioners was under contract with Sheridan Land Consulting
for technical assistance for the implementation of the Farmland and Open Space Purchase of Development
Rights Ordinance through December 2014; and

WHEREAS, Sheridan Land Consulting terminated the contract with Ingham County effective January 31, 2014; and

WHEREAS, an RFP process was conducted by the Purchasing Department; and

WHEREAS, the Farmland and Open Space Preservation Board has recommended approval of the contract with
Sheridan Land Consulting to provide technical assistance through December 31, 2018; and

WHEREAS, funding for this contract will be derived from the Farmland and Open Space Preservation Millage
dollars.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a contract with
Sheridan Land Consulting for technical assistance to the Ingham County Farmland and Open Space
Preservation Board for the time period of February 1, 2014 through December 31, 2018.

BE IT FURTHER RESOLVED, the amount of the contract shall not exceed $70,000/year with increases
annually at a rate consistent with the Consumer Price Index’s Annual Inflation rate as authorized in Board of
Commissioners Resolution #13-439.

BE IT FURTHER RESOLVED, that the amount of the contract will be prorated for 2014 to reflect the February
1, 2014 effective date.

BE IT FURTHER RESOLVED, this contract is to be funded solely from Farmland and Open Space
Preservation Millage dollars.

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

TO: COUNTY SERVICES AND FINANCE

DATE: JANUARY 9, 2014

FROM: STACY BYERS

SUBJECT: APPROVAL TO CLOSE ON GOODNOE AND STICKLE PROPERTIES

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

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

TO: County Service and Finance Committees

FROM: Jim Hudgins, Director, Purchasing Department

DATE: January 10, 2014

SUBJECT: Purchase of Developmental Rights for the 2012 Cycle Farmland and Open Space Preservation Program

In 2004, the Ingham County Board of Commissioners passed the Farmland Purchase of Development Rights Ordinance, authorizing the County to purchase development rights from landowners who voluntarily agree to place a permanent conservation easement on their land. In 2008, the voters of Ingham County approved the levy of 0.14 mills for the purpose of funding the Farmland and Open Space Preservation (FOSP) Program. Since 2008, the FOSP Program has hosted six application cycles.

In 2011, the BOC adopted a resolution that established the Ingham County Purchasing Department as its designee responsible for establishing and implementing a competitive process for negotiating the purchase price of the permanent conservation easement.

Applications for the 2012 cycle were requested and were then scored and assigned relative values by the FOSP Board according to selection criteria approved by the BOC and FOSP. Two types of appraisals were completed on the top scoring properties: one without development restrictions, and one subject to a permanent conservation easement with subsequent development restrictions. The difference between the two appraisal values is the appraiser’s opinion of the Conversation Easement value. The Conversation Easement value is the monetary amount that was negotiated between the landowner and Ingham County, where the landowner elected to make an Offer of Sale.

To ensure that a competitive process was followed, the Purchasing Department issued Request for Sealed Offers of Sale to the top scoring properties. In this process, landowners were made aware of both aforementioned appraisal values and were then requested to make an offer. The solicitation made it very clear that the County had a finite amount of resources that would be used to purchase permanent conservation easements and was under no obligation to make any purchases that it did not consider to be in the best interest of the County, its taxpayers and citizens, or offered the best value at the least cost. It was also understood that the County may exercise its right to further negotiate prices or to ask for best and final offers if the initial Offers of Sale were unsatisfactory with regard to the best interest of Ingham County.
Of the two land owners solicited, two Offers of Sale were received as detailed below:

<table>
<thead>
<tr>
<th>Name</th>
<th>Value Before Easement</th>
<th>Value Subject to Easement</th>
<th>Conversation Easement Value - Difference of the Value Before Easement minus the Value Subject to Easement</th>
<th>Offer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Russ Stickle &amp; Julia Trust</td>
<td>$330,000</td>
<td>$203,000</td>
<td>$127,000</td>
<td>$120,000</td>
</tr>
<tr>
<td>Daniel &amp; JoAnn Goodnoe</td>
<td>$476,000</td>
<td>$189,000</td>
<td>$287,000</td>
<td>$287,000</td>
</tr>
</tbody>
</table>

It is the recommendation of the Purchasing Director and FOSP Director to purchase permanent conversation easements from Russ Stickle & Julia Trust for $120,000, and Daniel & JoAnn Goodnoe for $287,000. The determination of permanent conservation easements recommended for purchase were made according to the best value determined by the ratio of Offer of Sale price to the conversation easement value.

We recommend approval of the resolution and proceeding to close on the Stickle and Goodnoe properties.
Introduces by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING PROCEEDING TO CLOSE PERMANENT CONSERVATION EASEMENT DEEDS ON GOODNOE AND STICKLE PROPERTIES

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

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

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has scored and ranked all applications received for the 2012 cycle approved by Resolution #13-031; and

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

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

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Appraisal /CE Price</th>
<th>Landowner</th>
<th>County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stickle</td>
<td>$127,000.00</td>
<td>$7,000.00</td>
<td>$120,000.00</td>
</tr>
<tr>
<td>Goodnoe</td>
<td>$287,000.00</td>
<td>$0.00</td>
<td>$287,000.00</td>
</tr>
</tbody>
</table>

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

TO: County Services and Finance Committees

FROM: Jim Hudgins, Purchasing Director

DATE: January 9, 2014

SUBJECT: Reclassification of Purchasing Assistant Position #231801

This is a request to reclassify the Purchasing Assistant position from a UAW-E ($32,692 – $38,940) to a UAW-F ($34,540 – $41,162) position. The position recently became vacant due to a job transfer. The vacancy has provided an opportunity to reevaluate the position. As such, in consultation with the Human Resources Department and UAW leadership, it has been determined that this position should be re-classed to the UAW-F position. Justification for the reclassification centers on the additional duties and responsibilities as a result of the elimination of the Procurement Specialist position (ICEA) due to budgetary reasons three years ago, an increase in vendor registration responsibilities, and additional duties acquired when the County merged with the Road Department.

I respectfully request passage of the attached resolution.
Human Resources has updated the Purchasing Assistant job description. After analysis, the classification has increased from a UAW E to a UAW F. The position will be compensated at a salary range of ($34,540 – $41,162). The UAW has been notified. They support the updated job description and salary placement, contingent upon a future review in accordance with Article 33 Section 2.

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

If I can be of further assistance, please email or call me (887-4375).
### 2014 PERSONNEL COST PROJECTIONS - Long Term Cost (Step 5)

<table>
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<tr>
<th></th>
<th>(UAW/E)</th>
<th>(UAW/F)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary</td>
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<td>41,162</td>
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<tr>
<td>Longevity</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Wages</td>
<td>$38,940</td>
<td>$41,162</td>
</tr>
<tr>
<td>Unemployment</td>
<td>195</td>
<td>206</td>
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<tr>
<td>FICA</td>
<td>2,979</td>
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<tr>
<td>Health</td>
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</tr>
<tr>
<td>Current Retiree Health</td>
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</tr>
<tr>
<td>Future Retiree Health</td>
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<tr>
<td>Dental</td>
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<td>Life</td>
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<tr>
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<tr>
<td>Total</td>
<td>$61,716</td>
<td>$64,342</td>
</tr>
<tr>
<td>Additional Cost</td>
<td></td>
<td>$2,627</td>
</tr>
</tbody>
</table>
Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE RECLASSIFICATION
OF THE PURCHASING ASSISTANT POSITION

WHEREAS, the Purchasing Assistant position (position #231801) has recently become vacant; and

WHEREAS, the vacancy has provided an opportunity to reevaluate the position; and

WHEREAS, due to changes and increases in job responsibilities and duties, the Purchasing Director, in collaboration with the Human Resources Department and UAW leadership, is recommending reclassifying the position from a UAW-E position to a UAW-F position; and

WHEREAS, additional funding required for the reclassification will be absorbed in the Purchasing Department budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the reclassification of the Purchasing Assistant (Position #231801) from a UAW-E to a UAW-F.

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

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Human Resources Department to make pay rate changes consistent with this resolution.
MEMO

Date: January 2, 2014
To: County Services & Finance Committees
From: Willis Bennett
Re: Resolution Authorizing a Lease/Option to Purchase Agreement with Onondaga Township for Baldwin Park

This resolution is the result of a request from Onondaga Township, to assume the operation of Baldwin Park. Representatives of the Township have appeared at a previous County Services Committee meeting and shared their plans and desires for Baldwin Park. The Township has made a strong effort in making positive changes in their “downtown” area and has great plans for the future of the park.

This resolution was adapted from the lease document for Rayner Park and has been reviewed by the County Attorney’s office. They are also developing the lease agreement for appropriate signatures.

The Parks Commission approved this resolution at their November 2013 meeting.

Please do not hesitate to contact me if you have questions regarding this issue.
Introducing the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A LEASE/OPTION TO PURCHASE AGREEMENT
WITH ONONDAGA TOWNSHIP FOR BALDWIN PARK

WHEREAS, Ingham County owns and operates Baldwin Park in Onondaga Township; and

WHEREAS, Onondaga Township, in which Baldwin Park is located, desires to continue Baldwin Park’s operation, and is interested in eventually acquiring the Baldwin Park property to use for public park purposes; and

WHEREAS, the parties are agreeable to entering an agreement that will continue to allow Baldwin Park to be available for public park uses for the citizens of the Township and the County.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes to lease to Onondaga Township, real property located in the Township of Onondaga, Ingham County, Michigan, commonly known as Baldwin Park, legally described as set forth in the legal description, attached and incorporated by reference as Schedule A, together with all improvements, buildings, fixtures and facilities (hereafter, the “Premises”), subject to any easements, utilities, or restrictions or conditions of record.

BE IT FURTHER RESOLVED, at the commencement of the Lease Term, the County shall transfer possession of the premises in good order and condition, normal wear and tear excepted.

BE IT FURTHER RESOLVED, the Lease Term shall commence at 12:01 a.m. on January 15, 2014, or as soon as possible after January 15, 2014, after an Agreement is fully signed by the authorized representatives of both the County and Township, and shall remain in effect through January 14, 2017, unless terminated earlier in the event the Township ceases using the Premises for public park purposes.

BE IT FURTHER RESOLVED, that the County grants the Township an exclusive Option to Purchase the Premises described in the attached Schedule A, with all easements, rights, structures and appurtenances with the purchase price for the premises under this option of ONE AND NO/100 DOLLARS ($1.00), as more fully set forth in a Lease/Option To Purchase Agreement (“the Agreement”).

BE IT FURTHER RESOLVED, that the Option to Purchase shall become effective on January 16, 2014, and shall remain in effect through the balance of the duration of the Agreement.

BE IT FURTHER RESOLVED, that the Township may exercise its Option to Purchase under the Agreement by giving written notice signed by the Township to the County at the address designated by the County.

BE IT FURTHER RESOLVED, that if the Township fails to properly exercise this Option to Purchase before the Agreement expires, the Option to Purchase shall terminate and the County shall have no further obligation to the Township.
BE IT FURTHER RESOLVED, that if the Township exercises its Option to Purchase under the Agreement, the County, at its expense, will conduct a professional survey of the real property located in the Township of Onondaga, Ingham County, Michigan, commonly known as Baldwin Park, legally described as set forth in the legal description, attached and incorporated by reference as Schedule A.

BE IT FURTHER RESOLVED, that if the Township exercises its Option to Purchase under this Agreement, the deed that is provided pursuant to the Agreement shall contain a restriction which limits the use of the Premises for public park purposes in perpetuity.

BE IT FURTHER RESOLVED, in the event that the Township ceases to use the Premises for public park purposes, the Premises shall automatically revert to the County, except that the Township may transfer title, possession, or use of the Premises to a recreational authority established between the Township and participating municipalities pursuant to the Recreational Authorities Act, 2000 PA 321, MCL 123.1131, or to a similar public entity, that will continue to use the Premises for park purposes, without causing the Premises to revert to the County.

BE IT FURTHER RESOLVED, the Township shall pay the County annual rent for the Premises in the nominal amount of One Dollar ($1.00) during the term of the lease, unless the Township shall properly exercise its exclusive Option To Purchase pursuant to this resolution during the term of the lease, whereupon the Township’s obligation to pay annual rent of One Dollar, ($1.00) shall be deemed null and void.

BE IT FURTHER RESOLVED, as additional consideration, the Township shall otherwise expend all funds necessary for the operation and maintenance of Baldwin Park.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary lease/purchase documents consistent with this resolution and approved as to form by the County Attorney.
1. Beginning at a point two hundred sixty-four and two-tenths (264.2) feet North of the Southwest corner of Section twenty-eight (28), Onondaga Township, Ingham County, Michigan and running North seventy hundred seventy-six and three tenths (776.3) feet to a point, thence East thirty-three and no-tenths (33.0) feet to a point, same being in the West bank of the Grand River, thence South-easterly along the West bank of said Grand River a distance of seven hundred fifty-five and four tenths (755.4) feet to a point, thence South seventy-five degrees thirty minutes thirty-five and three tenths (33.0) feet to point of beginning; containing in all two and ninety-five one-hundredths (2.95) acres more or less.

2. Beginning at the Southwest corner of Section twenty-eight (28), Onondaga Township, thence North two hundred sixty-four and two tenths (264.2) feet, thence North seventy-five (75) degrees thirty (30) minutes East three hundred forty-four (344) feet to a point on the South bank of Grand River, thence along the South bank of Grand River in an Easterly direction four hundred eighty (480) feet more or less to a point on said river bank, thence South three hundred fifteen (315) feet, thence North eighty-nine (89) degrees eleven (11) minutes West seventy-five degrees thirty minutes sixty-six and five tenths (766.5) feet to the point of beginning, being a portion of the Southwest quarter (1/4) of Section twenty-eight (28), T1N, R2W, Onondaga Township.

Subject to restrictions and easement of record. The grantors herein herewith reserve unto themselves the South one rod of the aforesaid description for the purpose of egress and ingress to property adjoining on the east.

3. Beginning at a point three hundred four and eight tenths (304.8) feet North and six hundred eighty-three and four tenths (383.4) feet East of the Southwest corner of Section twenty-eight (28), Onondaga Township, thence North forty-five (45) degrees one and one half (1 1/2) minutes East ninety and two tenths (90.2) feet, thence North twenty-five (25) degrees fifty-nine and one quarter (59 ¼) minutes East sixty-eight and three-tenths (68.3) feet thence North forty-three (43) degrees thirty minutes thirty-five and three quarters (33 ¾) minutes East ninety-eight and three tenths (98.3) feet, thence North forty-four (44) degrees twenty-two and one quarter (22 ¼) minutes West ninety-six and seven tenths (96.7) feet, thence South forty-seven (47) degrees ten and one quarter (10 ¼) minutes West eighty-seven and one tenth (87.1) feet, thence South sixty-nine (69) degrees twelve and three quarter (12 ¾) minutes West one hundred twenty-nine and one tenth (129.1) feet, thence South sixty seven (67) degrees twenty one and one half (21 ½) minutes East one hundred eight and two tenths (108.2) feet, thence North sixty-six(66) degrees one half (1/2) minute East sixty-three and seven tenths (63.7) feet to the point of beginning, being an island in Grand River, Section twenty eight (28), Onondaga Township. Subject to restrictions and easements of record.

4. Southwest ¼ of Section 28, T1N., R2W., lying South and West of the Grand River and East of a line beginning at a point on the South line of said Section 766.5 feet east of the Southwest corner thereof, thence North to Grand River, also beginning at the Southwest corner of Section 28, T1N., R2W., thence East 766.5 feet, thence North 1 Rod, thence West parallel to the Section line 766.5 feet to the West Section line thence South 1 rod to the place of beginning. Subject to any easements of record.
WHEREAS, the electorate of Ingham County overwhelmingly approved the millage renewal proposal in November of 2010 to fund the operation and improvement of Potter Park and the Potter Park Zoo; and

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

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

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

WHEREAS, the Ingham County Board of Commissioners approved the transfer of $60,000 from the proceeds of the Potter Park Zoo Millage to the Potter Park Zoological Society for 2013 marketing purposes; and

WHEREAS, the Potter Park Zoological Society Board has proposed $15,000 for advertising within the 2014 Society budget for a total of $75,000 to be spent on advertising and marketing.

THEREFORE BE IT RESOLVED, the Board of Commissioners approves a transfer of $60,000 from the proceeds of the Potter Park Zoo Millage to be used by the Potter Park Zoological Society for the 2014 marketing of the Potter Park Zoo.

BE IT FURTHER RESOLVED, that the Controller/Administrator be authorized to make the necessary transfer of funds.
INTRODUCED BY THE COUNTY SERVICES AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A TRANSFER OF FUNDS AND AUTHORIZATION FOR THE POTTER PARK ZOOLOGICAL SOCIETY TO PROVIDE THE MANAGEMENT OF SEASONAL WORKERS

WHEREAS, it is the continuing desire of the Potter Park Zoo Board and the Zoo Management Team to work towards a successful Private/Public relationship with the Potter Park Zoological Society; and

WHEREAS, the Zoo Management Team wishes to continue to provide excellent customer service and be able to improve upon existing standards and proceed in a financially prudent manner; and

WHEREAS, the Zoo Management Team recommends that combining resources in the key customer service areas, by having all seasonal staff be hired, trained, supervised and paid by the Potter Park Zoological Society, will allow the Zoo to provide the most effective and consistent customer service; and

WHEREAS, the Zoo Management Team has identified funding within the 2014 approved Potter Park Zoo budget, which will provide for adequate staff as determined by the Zoo Director, as well as additional funds that can be transferred to other line items within the budget; and

WHEREAS, the Board of Commissioners Resolution #13-94 was approved for the transfer of funds to the Potter Park Zoo Society for the year of 2013.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Potter Park Zoological Society to provide the management of the seasonal employees at the Potter Park Zoo.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners approves the transfer of funds for the year 2014 in the amount of $131,000 from the Potter Park Zoo Millage to the Potter Park Zoo Society from the following line items:

- $45,874 from admissions seasonal wages, line item #258-69200-705000-32000
- $29,700 from seedeater seasonal, line item #258-69200-705000-31300
- $22,000 from animal/care seasonal, line item #258-69200-705000-31000
- $12,000 from parking seasonal, line item #258-69300-705000-35000
- $21,426 from grounds & maintenance seasonal, line #258-69200-705000-30000

BE IT FURTHER RESOLVED, that the Controller/Administrator and the Chair of the Board of Commissioners be authorized to make the necessary transfer of funds.
Dear Commissioners,

Ingham County has never properly licensed their Microsoft products in the past. Microsoft contacted my office in regards to Microsoft licensing. While they never mentioned sanctions for not being in compliance for license we know the County is not.

We have to buy new licenses each time we purchase a desktop. The licenses are not transferrable. With the licenses we are not able to upgrade the license from the version purchased. Due to this County systems are running 2-3 different version of the software which results in compatibility issues and additional work to ensure we are as close as possible to be in compliance Microsoft’s licensing. Substantial Microsoft software releases occur, on average, every 3 years.

If the County were to keep all workstations on the most current version of the the Microsoft products, and be in compliance, we would spend around $650 for each workstation every three years. The County currently has about 1400 workstation in use.
The Microsoft agreement also covers licenses for the data center (Servers, Databases, and E-Mail system). We upgrade the datacenter licenses every 3-4 years. With our current environment we spend approximately $100,000 each time we upgrade.

The Microsoft Enterprise agreement also comes with additional benefits that the County does not currently receive. All County staff would have access to free Microsoft product training. All County Staff would have the ability, as long as they are employed by the County, to receive the Office product for use at home for $20 (cost of shipping the media). Ingham County IT staff would receive free support for configuration, deployment, and issue resolution with all licensed Microsoft products. The County IT staff would also be able to centrally manage all desktop deployments and upgrades from the datacenter resulting in staff not having to visit desktops to upgrade software or apply fixes as frequently. The County can also upgrade to the most current version at any time while under the Microsoft Enterprise Agreement.

The cost to enter into an enterprise agreement with Microsoft and to bring the County into software license compliance will not exceed $406,000 a year for the first three years and $230,000 a year for each additional year. The County must commit to the first three years which spreads the cost of the licenses over three years and provides Software Assurance (upgrade protection options). Each year after year three we only pay for software assurance as we own the license outright. Maintaining Software Assurance beyond year 3 protects the County from any larger cost to re-license new product versions in the future.

After carefully reviewing all options and working with the Budget and Controller’s offices MIS had money placed in the 2014 budget to move forward with this purchase. Pricing is utilizing the existing co-operative contract between the State of Michigan and Dell, providing the best pricing available. Other vendors’ prices were checked with for comparison and the State contract provides an $18,000 per year savings over the next closest quote.

Thank you!!
INTRODUCED BY THE COUNTY SERVICES AND FINANCE COMMITTEES OF THE:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE PURCHASE OF MICROSOFT SOFTWARE LICENSING
AND SOFTWARE ASSURANCE THROUGH DELL COMPUTER

WHEREAS, Management Information Systems recommends moving the County Microsoft licensing to a
Microsoft Enterprise agreement; and

WHEREAS, Management Information System researched pricing and licensing cost to find the lowest cost for
entering into the Microsoft Enterprise agreement; and

WHEREAS, the Chief Information Office along with the Budget and the Controller’s offices ensured funds
were in the 2014 budget during the budgeting process; and

WHEREAS, the cost for entering into the agreement will not exceed $406,000 per year for the first three years;
and

WHEREAS, the cost for extending the agreement will not exceed $230,000 per year for years 4-6 with the
option to add additional years; and

WHEREAS, DELL maintains a co-operatively bid contract with the State of Michigan that provides the best
pricing available to Ingham County and is the vendor of choice for providing the Microsoft Enterprise
Agreement.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the County to purchase
software licensing through the Microsoft Enterprise Agreement at a cost not to exceed $406,000 per year for the
first three years and the option to continue the agreement at a cost not to exceed $230,000 per year in years four
through six and this will paid under the MIS Networking Software fund.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners are
authorized to sign any contract documents consistent with this resolution and approved as to form by the
County Attorney.
November 12th, 2014

Ingham County Commissioners
Ingham County Courthouse
P.O. Box 319
Mason, MI 48854

RE: Lansing Township Downtown Development Authority TIF and Development Plan Amendment

To Whom it May Concern:

Attached is a copy of the 2013 Lansing Township Downtown Development Authority TIF and Development Plan Amendment as well as Notice of Hearing. These are being sent to you to fulfill the requirements of the DDA Act.

If you have any questions, or wish to meet to discuss the amended Plan, please feel free to contact me at shayward@lansingtowntship.org or at (517) 827-1082.

Very truly yours,

Lansing Township Downtown Development Authority

Steven Hayward, AICP
DDA Executive Director
Lansing Township Director of Planning + Development

c: File
NOTICE OF PUBLIC HEARING

To the Property Owners in the Northeast Quadrant, Sections 2 and 3, Lansing Township, Ingham County, Michigan, residents, and other interested parties and taxing jurisdictions levying taxes subject to capture:

The Board of Trustees of the Charter Township of Lansing will hold a public hearing on Tuesday, December 3, 2013 at 7:00 p.m., for the purpose of considering public comment on proposed amendments to the Lansing Township Downtown Development Authority's Development and Tax Increment Finance Plan. All aspects of the Development and Tax Increment Financing Plan will be open for discussion at the public hearing.

This meeting will take place in the Township Hall at 3209 W. Michigan Ave., Lansing, MI 48917.

The Development Area is described as generally bounded on the east by US-127 & the corporate limits of East Lansing, and to the west by the City of Lansing corporate limits that are approximately ½ mile west of Wood Street. The most northern boundary is the Ingham County/Clinton County line which is approximately ¼ mile south of Coleman Road. The southern boundary is the City of Lansing’s corporate limits which generally follows the property on David and Barritt Street and Greenbriar Avenue. The proposed amended Development and Tax Increment Financing Plan, which contains specific maps, plats, and a description of the development plan, including the method of relocating families and individuals who may be displaced from the area (which is not intended as part of the Development and Tax Increment Financing Plan, but rather a State required legal statement as part of this notice), are available for public inspection in the Township Clerk’s office located in the Township Hall at the above address. Questions and comments can be directed to Steve Hayward, Director of Planning and Development at 517-827-1082, via E-mail at shayward@lansingtownship.org or fax at 517-485-3276.

Board of Trustees:
Kathleen Rodgers, Supervisor
Susan L. Aten, Clerk
Leo Rodgers, Treasurer
Trustees: Diontrae Hayes, John Broughton, Tracie Harris, Bill Donald
DEVELOPMENT and TAX INCREMENT FINANCING PLAN

CHARTER TOWNSHIP OF LANSING

EASTWOOD
DOWNTOWN DEVELOPMENT AUTHORITY

3209 West Michigan Avenue
Lansing, MI 48917

Proposed Draft 1
Approved by the Downtown Development Authority for presentation at a public hearing scheduled for December 3rd, 2013.

Adopted by the Township Board of the Charter Township of Lansing on subsequent to review and consideration of input gathered during the public hearing held on subsequent Township Board meetings on.

Charter Township of Lansing

Township Board
Kathy Rodgers, Supervisor
Leo Rodgers, Treasurer
Trustee - Diontrae Hayes
Trustee - John Broughton

Susan Aten, Clerk
Trustee - Tracie Harris
Trustee - William Donald

Downtown Development Authority Board

Lyle Miller, Chairperson
Sue Rosenberger, Vice Chairperson
Barb Medlock, Treasurer/Secretary
Kathleen Rodgers, Supervisor
Joe Droste, Resident
John Daher
Dayna Reynolds
Nick Uppal
Rich Bratschi
Christine White

Appointed Officials

Steven Hayward, AICP, Director of Development + Planning & DDA Executive Director
Matthew Brinkley, AICP, Senior Planner

Charter Township of Lansing DDA and TIF Plan
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Introduction

This Tax Increment Finance Plan and Downtown Development Plan includes public policies and public investment strategies that aim toward a more attractive and functional future for the Lake Lansing Road & Wood Road Corridor. The Charter Township of Lansing (herein also referred to as Lansing Township and Township) is continuing its vision to develop an extensive downtown commercial center at Lake Lansing Road at US 127 (see location in Figure 1). An urban community surrounded by Lansing and East Lansing, the Lake Lansing Road Corridor defines the Township’s eastern gateway, as well as the Lansing Metropolitan area’s northern boundary.

Over the years, the Corridor has evolved into a major residential and commercial thoroughfare extending from Meridian Township and East Lansing to Lansing Township and City of Lansing to the west. In response to increasing development along the corridor, the Township Board of Trustees implemented a planned unit development (PUD) ordinance in 2000 to facilitate extensive mixed-use development (Eastwood) on a 196-acre site at Lake Lansing Road and US 127. The purpose of the PUD ordinance was to stimulate a walkable and lively town center that would include open space, sidewalks and landscaping with restaurants, shops, hotels, office and entertainment uses. For the 28,000 residents located within a mile of the site, it is within easy strolling distance to open spaces, parks, restaurants and cafes, professional offices and a 19-screen theater. Trees grace the Lake Lansing Road frontage and define the open space between the sidewalk and roadway. Benches, bus shelters and other streetscape enhancements will further define a destination town center. The District not only serves local residents, but also is a destination for the Tri-County region and beyond.

Purpose of the Downtown Development Authority Act

According to Act 197, Public Acts, Michigan of 1975, as amended (“Act 197”), the Charter Township of Lansing is empowered to establish a downtown development authority. The purpose of a downtown development authority is to correct and prevent deterioration of business districts; to promote economic growth and revitalization; to encourage historic preservation; to authorize the acquisition and disposal of interest in real and personal property; to authorize the creation of an authority; and to authorize the levy and collection of taxes, the issuance of bonds and the use of tax increment financing in the accomplishment of specific downtown development activities contained in locally adopted development plans.
Act 197 seeks to strengthen existing areas and encourage new private developments in the commercial district of our communities. It seeks to accomplish this goal by providing communities with the necessary legal, monetary, and organizational tools to stabilize the economic base either through publicly initiated projects or in concert with privately motivated development projects.

The approach in how downtown development authorities choose to make use of these tools does, of course, depends on the problems and opportunities facing each particular downtown district and the development priorities sought by the community in the stabilization of its commercial base.

A downtown development authority may engage in the following functions:

- Prepare analysis of economic changes within the district
- Prepare analysis on the impact of metropolitan growth upon the district
- Plan and propose construction, renovation, etc., of a public facility, an existing building, or multiple family dwelling unit
- Develop long-range plans to halt deterioration of property values
- Implement procedures necessary to achieve proposed improvements
- Enter into contracts necessary to exercise its power
- Acquire, lease, or dispose of property
- Accept grants and donations

Creation of the DDA, History and Timeline

To encourage economic growth in the downtown district, the Township Board adopted on April 5th, 1983 Ordinance #60 of the Codified Ordinances of the Charter Township of Lansing, Michigan which created the Downtown Development Authority of the Charter Township of Lansing (the “Authority” or “DDA”), effective April 22nd, 1983. On May 3rd, 1983 the Township Board approved the appointment of ten individuals to serve with the Township Supervisor on the Governing Board of the Authority. On June 29th, 1993 the Township Board adopted Ordinance #60.1 of the Codified Ordinances of the Charter Township of Lansing, Michigan which modified the boundary of the Downtown Development Authority of the Charter Township of Lansing (the “Authority”), and effective July 27th, 1993. On March 11th, 2003 the Township Board approved the appointment of eight individuals to serve with the Township Supervisor on the Governing Board of the Authority and an eleven member Citizens Advisory Council. Ordinance #60 & #60.1,
with a record of votes cast, are attached as Appendix A. On May 20th, 2003 the Township Board adopted the current Development and Tax Increment Financing Plan.

In Ordinance #60.1 the Township Board designated the boundaries of the downtown development authority within which the Authority may exercise its powers. The boundaries are shown in Figure 2.

Figure 2: Downtown District

Act 197 refers to a "downtown district" as being within a business district which is specifically designated by ordinance of the governing body of the municipality, and a "business district" as being an area in the downtown of a municipality zoned and use principally for business. To develop the Downtown District boundaries, a number of sources were considered. The Township Zoning Map and Master Land Use Plan were reviewed. In addition, existing commercial, industrial, residential, and public/quasi-public land uses were inventoried. After careful consideration of the intent of Act 197 and the intent and purposed stated in Ordinance #60 and #60.1 the Downtown District was configured to include properties which are zoned and principally used for business.

The location and configuration of the Downtown District enable the adoption of a tax increment plan as a means of financing public improvements. By definition, a tax increment financing plan seeks to capitalize on and make use of the increased tax base created by economic development within the boundaries of a downtown district. The Downtown District is experiencing the most concentrated and extensive economic activity within the Township and, therefore, meets the purpose of Act 197.

The purpose of the Development and Tax Increment Financing Plan is to provide for the acquisition, construction and financing of the necessary street, sidewalk, streetscaping, parking improvements and other facilities needed in the Downtown District to achieve the objectives of the Authority in promoting economic growth of benefit to all taxing units located within and benefited by the Downtown District.

**Activities of the Downtown Authority of the Township**

The Township scheduled and conducted public meetings on May 3rd, 1983 to discuss issues, priorities, and potential projects with the Downtown District. Subsequently the Township adopted the current Plan on May 20th, 2003. The Authority has focused its attention on identifying those public improvements that are needed in the Downtown District and which, if provided, will result in the enhancement of existing business activity and stimulation of new private investment, thus assisting to halt property stagnation/deterioration and to increase property tax valuation and promote economic growth.
The Authority has spent considerable time meeting with residents, Planning Commission members, Township staff and the Township Board in identifying needed improvements within the Downtown District. The topics of parking, traffic circulation, pedestrian amenities, utilities, public facilities, public safety, economic development, streetscaping and entranceways into the Downtown District were prevalent, and improvements in such facilities are the highest priority needs in the Downtown District. The Authority has concluded that the majority of improvements are not needed within the entire Downtown District, and has therefore established an area of specific focus as its development area (the "Development Area"). This Development Area can be seen in Figure 3.

**Figure 3: Development Area**

The Authority also identified other improvements which would serve to improve the Downtown District. Such improvements include the consolidation of private and public signage, the improvement of building facades, the promotion of pedestrian safety, public facilities maintenance, small business assistance and planning for the entire District. Some of these improvements have been integrated into the Development Plan which follows. Other improvements are to be encouraged by the Authority but implemented by other public agencies and/or private property owners.

On the Township Board adopted this Development and Tax Increment Financing Plan (the “Plan”). Particular attention has been paid to coordinating Authority projects with other public and private improvements, discussing impacts and implementation strategies with affect to taxing jurisdictions, as well as continuing the DDA’s policy for transparency, public comment and scheduled public meetings.

The Township Board and the Authority anticipate that this plan sustains the Downtown District as a destination for residents of Lansing Township, the Lansing Metropolitan area, the State of Michigan and the Midwest.

**Development Area Citizens Council**

Since fewer than 100 residents live within the Development Area, a Development Area Citizens Council was not required under Act 197. However, in order to maximize public involvement, one was appointed by the Township Board on March 14th, 2003. Although copies of the draft Development and Tax Increment Financing Plan were mailed to Council members along with an invitation to meet at the Township office on April 29th, 2003 no members attended and the Council was not sustained.
This Development Plan contains the information required by Section 17(2) of Act 197. Additional information is available from the Township’s Development + Planning Department.

**Location**

The Township is located in central-lower Michigan, on the northern edge of Ingham County, and is approximate 5.5 square miles in area. The City of Detroit is located approximately 90 miles to the southeast, with Grand Rapids located approximately 68 miles to the west. It is bordered by the following communities: Delta Township, Watertown Township, Dewitt Township, Bath Township, the City of East Lansing, Meridian Township, Windsor Township and the City of Lansing.

The Downtown District encompasses approximately 650 acres in Section 2 & 3 of the Township. The Development Area encompasses approximately 615 acres within the Development Area. The Development area contains primarily commercial and industrial properties in addition to some public and residential properties. The area near the US-127 interchange on Lake Lansing Road has traditionally served as the focal point to the community.

Because of a variety of factors, including the development of Eastwood and the availability of additional vacant land, the Development Area has become a complete comparison shopping and employment center capable of competing equally with the large outlying shopping centers found in Delta and Meridian Townships. Nevertheless, based upon past dealings with property owners in the Development Area as well as understanding the issues that may feasibly limit development, there is a possibility that this area will not meet its potential for establishing a sustainable presence in mid-Michigan contributing a substantial tax and employment base for the Region’s future.

**Designation of Boundaries of the Development Area in relation to Highways, Streets, Streams or otherwise**

The Development Area is described as generally bounded on the east by US-127 & the corporate limits of East Lansing, and to the West by the City of Lansing corporate limits. The most northern boundary is the Ingham County/Clinton County line while the southern boundary is the City of Lansing’s corporate limits. **Figure 2** provides a graphic description of the Downtown District Boundaries while **Figure 3** provides a graphic description of the Development Area Boundaries. **Appendix B** and **Appendix C** provide for each areas respective legal description.
Existing Streets and Public Utilities

The street which provides east-west circulation through the Development Area is Lake Lansing Road. Wood Road provides for the primary north-south traffic movements.

The Development Area has municipal water, sanitary sewer and stormwater sewer facilities available; however one of the Authorities primary purposes will be to extend these services in areas where not currently located. The Development Area is provided electrical service by Consumers Energy and the Board of Water and Light. Gas is provided by Consumers Energy.

Existing Land Use

Historically the Development Area has been the location of regional service providers. Hotels, land fills, concrete plants, fly ash pits and City of Lansing Public Schools bus garage are few examples of regional providers. The close relationship between the business area and US-127 has formed an identifiable core. It is logical to assume that this will continue on with the development of the Sohn Linen facility, Eastwood and future development.

The Development Area is a commercial center for the Township which, in addition to retail use, has considerable land area devoted to churches, offices, governmental and other functions not typically found in suburban shopping centers. These non-retail functions are not ancillary to this commercial center; they are part of the very fabric of the downtown area.

The Development Area contains the following general land use categories: Commercial, Industrial, Institutional, Vacant/Open Space, Office, Residential and Utilities. Figure 4 depicts this land use distribution.
Existing Zoning

The Development Area has 8 zoning districts as illustrated in Figure 5. The predominant zoning classifications are business related: Planned Development (PD), Administrative & Professional (D), Local Business (E), Commercial (F), General Business (G) and Industrial (H). A few parcels in the Development Area are zoned Multiple Family Residential.

Details of the regulation of each separate zoning district, as well as the Township’s Official Zoning Map, may be found in the Code of Ordinances of the Charter Township of Lansing, Ingham County, Michigan.

Land Use Plan

The Master Land Use Plan of the Township calls for the continued development and maintenance of the commercial and residential uses within the district. The proposed private and public improvements of this Development Plan are in conformity with the adopted Master Land Use Plan for the Township.
Figure 5: Existing Zoning

Completed and Planned Public Improvements by Other Public Agencies

A number of public projects have been completed in the last several years. The concentration of projects in 2001 and 2002 occurred along Lake Lansing Road and Wood Street in the right-of-way with sidewalk replacements, lighting, road reconstruction, water main and sewer installation. In 2007 the DDA undertook a $10,000,000 reconstruction of Lake Lansing Road and extension of Sam’s Way west of Wood Street. This ambitious project included the relocation of Chamberlin Drive and installation of two round-a-bouts to increase traffic safety, as well as access to area businesses and busses by the Lansing School District. In 2010 the DDA took advantage of the unique Recovery Zone Bond financing tools made available during the Great Recession and initiated the Heights at Eastwood development. This 22 acre mixed use development includes a 716 space parking deck (expandable to over 1,000 spaces), over 100,000 square feet of commercial space, 125 luxury apartments, 125 room select service hotel and developable land for another 350,000 square feet of multi-use.

Completed and Planned Private Improvements

Since the adoption of the 2003 Plan the District has been home to approximately $50,000,000 in new development including Mid-Michigan Physicians, Sam’s Club, Wal-Mart, NCG expansion, Fantastic Finds and Sherwin Williams to name a few. Additionally, there is over $40,000,000 of development underway or with building permits submitted within the district including Hyatt Place, Fairfield Inn, Vista Apartments and Wal-Mart supercenter expansion. Anticipated within the 2014 construction season is an additional $40,000,000 in development with a multi-use project and two hotels. Several older structures, including the Courtyard by Marriott, former Lansing Ice Arena and Affordable Self Storage has undergone façade improvements in recent years.

Goals and Objectives of the Authority with Respect to the Development Area

The general goal of the Authority is to establish a favorable environment for businesses and residents, and provide the resources and direction to implement improvement and revitalization projects to create a sustainable employment and destination center for the Township, Region, State and Mid-west.

The Authority has identified the following specific objectives designed to accomplish the general goal. The Authority believes that some of these activities may ultimately be achieved by other citizens and organizations or by the Township in partnership with the Authority.
Economic:

- Improve and maintain the economic and commercial vitality and competitive environment of the Development Area.
- Encourage a balanced mix of commercial, office, residential and public uses, as well as opportunities for new business enterprises and the expansion existing businesses.
- Develop an attractive, safe and vital environment for the Development Area and the lands that are adjacent to it.
- Enhance the development of the untapped potential within the Development Area such as infill projects, multiple story development, vacant lands and underutilized properties.
- Encourage and stimulate private investment in the Development Area.
- Lead efforts to develop commercial, office, residential and public uses which further the economic growth and sustainability of the Development Area.
- Assist the viability of businesses through competitive loans and Development Area wide marketing and promotions.

Circulation and Parking:

- Encourage the design and development of an efficient vehicular circulation system that enhances the character, accessibility and pedestrian safety of the Development Area.
- Establish a Development Area circulation system which minimizes pedestrian and vehicular conflicts.
- Provide the facilities and amenities necessary to insure convenient and pleasant pedestrian and vehicular movement.
- Develop a parking system which provides adequate spaces for Development Area visitors and provides convenient parking for district employees and residents.
- Develop a transit alternative to bring new groups or citizens into and throughout the Development Area.
- Provide for consistent identification of businesses and public facilities within the Development Area.
Facilities and Services:

- Encourage cooperation between the public and private sector to ensure a safe, well-maintained, and attractive Development Area.
- Develop programs and projects to provide amenities which will enhance the viability of the Development Area.
- Improve the level of services provided to the Development Area which directly impact on the image and perceived public safety of the Development Area.
- Promote the Development Area as a focus of community, civic and cultural activities within the Township.
- Encourage regional educational and research facilities to locate to further the impression that the Development Area is a destination location with a great depth and breadth of services.

Aesthetic:

- Identify attractive, distinctive, cost-effective and compatible design features and elements to unite the Development Area.
- Promote compatibility between older structures and developments, and new infill projects.
- Reduce unattractive characteristics and negative influences within the Development Area.
- Encourage the sensitive design of buildings, street furniture, lighting, signs and landscaping which reflects the scale and the desired character of the Development Area.
- Encourage a public-private sector effort to improve the visual quality of the Development Area and its entryways.
- Preserve and promote a feeling of community and sense of place within the Development Area.

In the 2003 Plan the DDA & Township identified the following specific projects. The status of which are identified on Table 1 on the following pages.
### Table 1: Project Status from 2003 Plan

<table>
<thead>
<tr>
<th>Possible Projects</th>
<th>Description</th>
<th>Priority</th>
<th>Status</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Area Master Plan</td>
<td>Detailed inventory of land use, utilities and feasibility of improvements and the impacts associated.</td>
<td>High</td>
<td>Complete</td>
<td>2005</td>
</tr>
<tr>
<td>2 DDA Operation</td>
<td>Annual costs associated with administration.</td>
<td>High</td>
<td>Ongoing</td>
<td>--</td>
</tr>
<tr>
<td>3 Complete Wood Road Sewer</td>
<td>Extend sanitary sewer from Sam's Way north to County line.</td>
<td>High</td>
<td>Complete</td>
<td>2003</td>
</tr>
<tr>
<td>4 Road at abandoned Rail Road</td>
<td>Study the feasibility of and construct a road within the abandoned rail road right-of-way from Wood Road to the County line.</td>
<td>High</td>
<td>Study Complete</td>
<td>2007</td>
</tr>
<tr>
<td>5 Traffic Study</td>
<td>Analyze 7 day a week, 24 hour a day traffic operations to optimize motor vehicle circulation.</td>
<td>High</td>
<td>Complete</td>
<td>2005 to 2013</td>
</tr>
<tr>
<td>6 Footbridge/SPUI</td>
<td>Study the feasibility of and construct a redesigned interchange at Lake Lansing Road and US-127 that allows for increased motor vehicle and pedestrian circulation while acting as a gateway into the Development Area.</td>
<td>High</td>
<td>Complete</td>
<td>2007 &amp; 2013</td>
</tr>
<tr>
<td>7 Build-out Police Substation</td>
<td>Create a public safety location within the donated 1,200 square foot space within Eastwood Town Center.</td>
<td>High</td>
<td>Complete</td>
<td>2005</td>
</tr>
<tr>
<td>8 Public Safety</td>
<td>Ensure that police and fire service is visible at a level commensurate with the Development Area's intended image.</td>
<td>High</td>
<td>Ongoing</td>
<td>--</td>
</tr>
<tr>
<td>9 Fire Station</td>
<td>Study the feasibility of and construct a fire station that services the increased density being created within the Development Area.</td>
<td>High</td>
<td>Complete</td>
<td>2008</td>
</tr>
<tr>
<td>10 Neighborhood Access &amp; Lighting</td>
<td>Provide a means to incorporate the area residents into the Development Area by non-motorized means.</td>
<td>High</td>
<td>Complete</td>
<td>2007 to 2013</td>
</tr>
<tr>
<td>11 District Advertising</td>
<td>Annually promote Development Area businesses through group buying outdoor advertising, print media, television and radio advertising.</td>
<td>High</td>
<td>Ongoing</td>
<td>--</td>
</tr>
<tr>
<td>#</td>
<td>Project Description</td>
<td>Priority</td>
<td>Status</td>
<td>Year</td>
</tr>
<tr>
<td>----</td>
<td>------------------------------------------------------------------------------------</td>
<td>----------</td>
<td>------------</td>
<td>-------</td>
</tr>
<tr>
<td>12</td>
<td>Storm Drains Promote the development of property by installing, extending, expanding or subsidizing storm drains in coordination with the Ingham County Drain Commission.</td>
<td>High</td>
<td>Complete</td>
<td>2007</td>
</tr>
<tr>
<td>13</td>
<td>Parking Mitigation (Structure, surface, etc.) Study the feasibility and subsequently mitigate the shortages, or perception of shortages, of parking within the Development Area.</td>
<td>High</td>
<td>Complete</td>
<td>2012</td>
</tr>
<tr>
<td>14</td>
<td>Sidewalks Construct sidewalks along all roads within the Development Area.</td>
<td>High</td>
<td>Ongoing</td>
<td>--</td>
</tr>
<tr>
<td>15</td>
<td>Lighting Install street and sidewalk lighting along roads and within parking areas.</td>
<td>High</td>
<td>Complete</td>
<td>2004</td>
</tr>
<tr>
<td>16</td>
<td>CADL Brand Library Provide space for a facility.</td>
<td>High</td>
<td>Ongoing</td>
<td>--</td>
</tr>
<tr>
<td>17</td>
<td>Traffic Calming Study and implement mechanisms to mitigate commercially oriented vehicular traffic in residential areas.</td>
<td>High</td>
<td>Complete</td>
<td>2005 to 2007</td>
</tr>
<tr>
<td>18</td>
<td>Purchase Available Property (General) Acquire property as becomes available and develop/market it in a way consistent with the Development and Area Master Plan.</td>
<td>High</td>
<td>Ongoing</td>
<td>--</td>
</tr>
<tr>
<td>19</td>
<td>Contract Payments to Jurisdictions Analyze the feasibility of reimbursing jurisdictions on an annual basis a portion of funds captured through the TIF Plan.</td>
<td>High</td>
<td>Ongoing</td>
<td>--</td>
</tr>
<tr>
<td>20</td>
<td>BW&amp;L Brownfield Plan Study the feasibility for the re-use of this property for public or commercial purposes, potentially in conjunction with the Ingham County Drain Commission and/or the City of Lansing.</td>
<td>High</td>
<td>Complete</td>
<td>2005 &amp; 2010</td>
</tr>
<tr>
<td>21</td>
<td>Bury Overhead Electric Work with the Board of Water and Light and Consumer's Energy to bury overhead electric within the Development Area.</td>
<td>Medium</td>
<td>Partially Complete</td>
<td>2007</td>
</tr>
<tr>
<td>22</td>
<td>Special Events Promote recognition of the Development Area as a destination location through the hosting of events that bring visitors from outside the immediate vicinity.</td>
<td>Medium</td>
<td>Ongoing</td>
<td>--</td>
</tr>
<tr>
<td>23</td>
<td>Bicycle Lanes Install bicycle lanes on roads where right-of-way is available.</td>
<td>Medium</td>
<td>Ongoing</td>
<td>--</td>
</tr>
<tr>
<td>24</td>
<td>Purchase BW&amp;L Property Acquire the environmentally contaminated land and develop a public or private use as identified during the development of the Brown Field Plan.</td>
<td>Medium</td>
<td>Ongoing</td>
<td>--</td>
</tr>
<tr>
<td></td>
<td>Title</td>
<td>Description</td>
<td>Priority</td>
<td>Status</td>
</tr>
<tr>
<td>---</td>
<td>--------------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>----------</td>
<td>-----------</td>
</tr>
<tr>
<td>25</td>
<td>Entry Signs</td>
<td>Provide gateway markers identifying the Township's borders on all public access points into the Development Area.</td>
<td>Medium</td>
<td>Ongoing</td>
</tr>
<tr>
<td>26</td>
<td>Landlocked Property</td>
<td>Acquire the 3.0 + acre land locked property at the corner of Showtime and Preyde Boulevard for future development.</td>
<td>Medium</td>
<td>Complete</td>
</tr>
<tr>
<td>27</td>
<td>Arts and Community Center</td>
<td>Study the feasibility for the development of a community center with an emphasis on the visual and performing arts, education and community services, including a Capital Area District Library branch.</td>
<td>Medium</td>
<td>Ongoing</td>
</tr>
<tr>
<td>28</td>
<td>Multi-Family Development</td>
<td>Identify potential locations and develop multi-family development.</td>
<td>Medium</td>
<td>Ongoing</td>
</tr>
<tr>
<td>29</td>
<td>Commercial Development</td>
<td>Identify potential locations and develop commercial development.</td>
<td>Medium</td>
<td>Ongoing</td>
</tr>
<tr>
<td>30</td>
<td>Façade Improvements</td>
<td>Encourage the modernization/improvement of commercial facades within the district through grants and/or loans.</td>
<td>Medium</td>
<td>Ongoing</td>
</tr>
<tr>
<td>31</td>
<td>Landscaping</td>
<td>Develop enhanced streetscape along roads within the Development Area.</td>
<td>Medium</td>
<td>Ongoing</td>
</tr>
<tr>
<td>32</td>
<td>Parks and Recreation</td>
<td>Provide both active and passive recreation services to residents, employees and visitors within the Development Area.</td>
<td>Medium</td>
<td>Ongoing</td>
</tr>
<tr>
<td>33</td>
<td>Sound Barriers</td>
<td>Develop sound abatement measures along US-127 within the Development Area and potentially partner with the City of Lansing and the MDOT to extend along US-127 right-of-way.</td>
<td>Medium</td>
<td>Complete</td>
</tr>
<tr>
<td>34</td>
<td>Small Business Loans &amp; Grants</td>
<td>Promote the expansion/location of small business within the district through the use of loans and grants.</td>
<td>Low</td>
<td>Ongoing</td>
</tr>
<tr>
<td>35</td>
<td>Granger Property Development Plan</td>
<td>Study the feasibility of uses appropriate with the land fill as it becomes obsolete for waste storage.</td>
<td>Low</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>
Character, Location, Extent, Estimated Cost of Improvements, Construction Stages and Estimated Completion Time.

In addition to supporting existing bond issuances in 2007 (refinanced 2012), 2010 and 2013, Table 2 provides a complete description of the character, location and extent of each projected improvement which has been contemplated. The estimated time of completion is also provided. This estimation of time is subject to change based upon the availability of funding, anticipated need and importance and general input that may be necessary on a year-by-year basis. Additional projects which meet the aforementioned Goals and Objectives may be added by the Authority as part of their budget and implementation process.

The estimated costs of improvements is done without detailed engineering design or specific knowledge of field conditions or cost estimates, and therefore are by nature not precise. Thus, cost estimates are subject to change as more specific knowledge becomes available.

Table 2: Contemplated Projects

<table>
<thead>
<tr>
<th>Possible Projects</th>
<th>Description</th>
<th>Priority</th>
<th>Timeframe</th>
<th>Project Type</th>
<th>Estimate of Cost ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Updated Area Master Plan</td>
<td>Detailed inventory of land use, utilities and feasibility of improvements and the impacts associated.</td>
<td>High</td>
<td>1 - 3 years</td>
<td>Administration</td>
<td>100,000</td>
</tr>
<tr>
<td>2 DDA Operation</td>
<td>Annual costs associated with administration.</td>
<td>High</td>
<td>Annually</td>
<td>Administration</td>
<td>350,000</td>
</tr>
<tr>
<td>3 Road at abandoned Rail Road</td>
<td>Support East Lansing’s efforts to construct a road within the abandoned rail road right-of-way from Wood Road to Coolidge.</td>
<td>High</td>
<td>1 - 3 years</td>
<td>Transportation</td>
<td>100,000</td>
</tr>
<tr>
<td>4 Public Safety</td>
<td>Ensure that annually police and fire service is visible at a level commensurate with the Development Area’s intended image.</td>
<td>High</td>
<td>Annually</td>
<td>Safety</td>
<td>70,000</td>
</tr>
<tr>
<td>5 District Wide Development Guidelines</td>
<td>Study the feasibility guidelines to enhance private development while providing flexibility of design.</td>
<td>High</td>
<td>1 - 3 years</td>
<td>Safety</td>
<td>80,000</td>
</tr>
<tr>
<td>6 Neighborhood Access &amp; Lighting</td>
<td>Provide a means to incorporate the area residents into the Development Area by non-motorized means.</td>
<td>High</td>
<td>1 - 3 years</td>
<td>Safety</td>
<td>80,000</td>
</tr>
<tr>
<td>7 District Advertising</td>
<td>Annually promote Development Area businesses through group buying outdoor advertising, print media, television and radio advertising.</td>
<td>High</td>
<td>Annually</td>
<td>Economic Development</td>
<td>35,000</td>
</tr>
<tr>
<td></td>
<td>Sidewalks</td>
<td>Construct sidewalks along all roads within the Development Area.</td>
<td>High</td>
<td>1 - 3 years</td>
<td>Safety</td>
</tr>
<tr>
<td>---</td>
<td>-------------</td>
<td>-----------------------------------------------------------------</td>
<td>------</td>
<td>-------------</td>
<td>--------</td>
</tr>
<tr>
<td>9</td>
<td>CADL Brand Library</td>
<td>Provide space for a facility.</td>
<td>High</td>
<td>1 - 3 years</td>
<td>Enhancement</td>
</tr>
<tr>
<td>10</td>
<td>Purchase Available Property (General)</td>
<td>Acquire property as becomes available and develop/market it in a way consistent with the Development and Area Master Plan.</td>
<td>High</td>
<td>1 - 3 years</td>
<td>Economic Development</td>
</tr>
<tr>
<td>11</td>
<td>Modification to the Declaration of Easements, Covenants &amp; Restrictions (DECR) Contract Payments to Jurisdictions</td>
<td>Strategic modifications to the 2000 DECR that was entered into by Eastwood, RPAI, Wal-Mart and Sam's Club restricting Eastwood's development potential. Reimburse jurisdictions on an annual basis when feasible with a portion of funds captured through the TIF Plan.</td>
<td>High</td>
<td>Anually</td>
<td>Tax Sharing</td>
</tr>
<tr>
<td>12</td>
<td>Bury Overhead Electric</td>
<td>Work with the Board of Water and Light and Consumer's Energy to bury overhead electric within the Development Area.</td>
<td>Medium</td>
<td>4 - 9 years</td>
<td>Enhancement</td>
</tr>
<tr>
<td>13</td>
<td>Special Events</td>
<td>Promote recognition of the Development Area as a destination location through the hosting of events that bring visitors from outside the immediate vicinity.</td>
<td>High</td>
<td>Anually</td>
<td>Economic Development</td>
</tr>
<tr>
<td>14</td>
<td>Bicycle Lanes</td>
<td>Install bicycle lanes on roads where right-of-way is available.</td>
<td>Medium</td>
<td>4 - 9 years</td>
<td>Safety</td>
</tr>
<tr>
<td>15</td>
<td>Develop BW&amp;L Property</td>
<td>Facilitate the development via public or private use as identified during the development of the Brown Field Plan.</td>
<td>Medium</td>
<td>4 - 9 years</td>
<td>Economic Development</td>
</tr>
<tr>
<td>16</td>
<td>Entry Signs</td>
<td>Provide for gateway markers identifying the Township's borders on all public access points into the Development Area.</td>
<td>Medium</td>
<td>4 - 9 years</td>
<td>Enhancement</td>
</tr>
<tr>
<td>17</td>
<td>Multi-Family Development</td>
<td>Identify potential locations and develop multi-family development.</td>
<td>Medium</td>
<td>4 - 9 years</td>
<td>Economic Development</td>
</tr>
<tr>
<td>18</td>
<td>Commercial Development</td>
<td>Identify potential locations and develop commercial development.</td>
<td>Medium</td>
<td>4 - 9 years</td>
<td>Economic Development</td>
</tr>
<tr>
<td>19</td>
<td>Façade Improvements</td>
<td>Encourage the modernization/improvement of commercial facades within the district through grants and/or loans.</td>
<td>Medium</td>
<td>4 - 9 years</td>
<td>Economic Development</td>
</tr>
<tr>
<td>20</td>
<td>Landscaping</td>
<td>Develop enhanced streetscape along roads within the Development Area.</td>
<td>Medium</td>
<td>4 - 9 years</td>
<td>Enhancement</td>
</tr>
<tr>
<td>#</td>
<td>Project</td>
<td>Description</td>
<td>Duration</td>
<td>Frequency</td>
<td>Sector</td>
</tr>
<tr>
<td>---</td>
<td>---------------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>----------</td>
<td>-----------</td>
<td>-----------------------------</td>
</tr>
<tr>
<td>21</td>
<td>Parks and Recreation</td>
<td>Provide both active and passive recreation services to residents, employees and visitors within the Development Area.</td>
<td>Medium</td>
<td>4 - 9 years</td>
<td>Neighborhood Stabilization</td>
</tr>
<tr>
<td>22</td>
<td>Small Business Loans &amp; Grants</td>
<td>Promote the expansion/location of small business within the district through the use of loans and grants.</td>
<td>High</td>
<td>Annually</td>
<td>Economic Development</td>
</tr>
<tr>
<td>23</td>
<td>Granger Property Development Plan</td>
<td>Study the feasibility of uses appropriate with the land fill as it becomes obsolete for waste storage.</td>
<td>Low</td>
<td>10 + years</td>
<td>Economic Development</td>
</tr>
</tbody>
</table>

**Portion of the Development Area which the Authority Desires to Sell, Donate, Exchange or Lease to or from the Township**

Along with the Heights at Eastwood development, the Authority may sell, donate, exchange or lease property to from the Township via procedures and agreements that have been adopted by the Authority and the Township Board.

**Existing Improvements to be Demolished, Repaired or Altered, Description of Repairs and Alterations, and Estimated Time of Completion**

The installation of bike lanes, sidewalks, lighting, intersection & interchange improvements, public facilities, streetscaping, improved landscaping, signage and new construction of buildings will create permanent alterations. However, such alterations are in accord with the Goals and Objectives of the Authority. The estimated time of completion for each project is found in Table 2 above.

**Areas Left as Open Space**

The Authority has no plans to create any areas to be left as open space. However, there may be the ancillary creation of public/private parks as well as buffer areas to meet the Goals and Objectives of this Plan.
Desired Zoning Changes

Certain zoning changes may be initiated by private property owners or the Township. The only zoning change within the Development Area that may be requested by the Authority is the rezoning of Eastwood to allow for increased density through height restriction removal.

Changes in Streets, Street Levels, Intersections and Utilities

Anticipated changes initiated by the Authority are as follows: the construction of bicycle lanes on Wood Road and within Eastwood, infill sidewalks along Lake Lansing and Wood Roads, sanitary and storm sewer extensions within the Development Area to allow for economic development, purchase/condemnation of public land to provide access to public or private roads and other unknown improvements that meet the Goals and Objectives of this Plan.

Persons or Corporations to whom or to which the Development is to be Leased, Sold, or Conveyed, and Project Beneficiaries

All improvements undertaken in this Development Plan are public. The improvements will remain in public ownership unless it is deemed by the Authority to further the Goals and Objectives of this plan to transfer ownership to a private individual or corporation. At which time a policy regarding the disposition of public property will be adopted by the Authority and ratified by the Township Board.

Procedure for Leasing, Purchasing, Conveying or Bidding

In the event the Authority needs to employ procedures for leasing, purchasing, conveying or bidding, the Authority will do so in conjunction with the Township Board. In the absence of a policy, the Authority will follow the established procedures of the Township.
Estimates of the Number of Persons Residing in the Development Area

There are six occupied residential units within the Development Area with approximately twenty residents. Therefore, Act 197 requirements to form a Development Area Citizens Advisory Council do not apply.

Relocation of Displaced Persons

There will be no persons or households displaced as a result of implementation of the Development Plan. Therefore, the provisions of Act 197 regarding the displacement of persons are not applicable. Furthermore, since there is no relocation activity, there is no necessity for compliance with Act 227 of the Public Act of 1972 as amended.

Proposed Development Projects Planned for Public-Private Partnership

The Development Plan includes as a goal the accomplishment of certain private developments through private investment in cooperation with the Authority and the Township. The following is a list of projects currently proposed by the Authority: construction of community meeting places, education facilities, retail, office and residential buildings, purchase of strategic structures and/or sites, the consolidation of private signs, consolidation of utility wires and services, provision of parking, vehicular and pedestrian circulation improvements and marketing and special events.
Introduction

This Tax Increment Finance Plan and Downtown Development Plan includes public policies and public investment strategies that aim toward a more attractive and functional future for the Lake Lansing Road & Wood Road Corridor. Lansing Township is embarking upon a vision to develop an extensive downtown commercial center at Lake Lansing Road at US 127 [see location in Figure 1]. An urban community surrounded by Lansing and East Lansing, the Lake Lansing Road Corridor defines the Township’s eastern gateway, as well as the Lansing Metropolitan area’s northern boundary.

Over the years, the Corridor has evolved into a major residential and commercial thoroughfare extending from Meridian Township and East Lansing to Lansing Township and City of Lansing to the west. In response to increasing development along the corridor, The Township Board of Trustees implemented a planned unit development (PUD) ordinance to facilitate extensive mixed-use development (Eastwood) on a 196-acre site at Lake Lansing Road and US 127. The purpose of the PUD ordinance was to stimulate a walkable and lively town center that would include open space, sidewalks and landscaping with restaurants, shops, hotels, office and entertainment uses. For the 28,000 residents located within a mile of the site, it is within easy strolling distance to open spaces, parks, restaurants and cafes, professional offices and an 19-screen theater. Trees will grace the Lake Lansing Road frontage and define the open space between the sidewalk and roadway. Benches, bus shelters and other streetscape enhancements will further define a destination town center. The District will not only serve local residents, but also become a destination for the Tri-County region and beyond.

More specifically, the Downtown Development Authority will help to diversify the local economic base by:

- Attracting and retaining new commercial retail, office and jobs in the township;
- Attracting and retaining capital in the township;
- Creating tax base over the long term; and
- Providing the only viable financing mechanism available to the township for implementing the continued economic development in Section 2 & 3 of the Township.
Statement of reasons that the plan will result in the creation of captured assessed value that could not otherwise be expected.

As a designated Downtown Development Authority, the township may capture within the DDA district the operating levies of all local taxing units. Investment in reimbursable public facilities and improvements is a proven mechanism for generating private capital in the form of business retention, attraction and expansion. Private investment, in turn, creates tax base and assessed value subject to capture by the DDA to pay for past and future public facilities and improvements.

Estimate of the captured assessed value for each year of the plan.

Beginning in 2003, the DDA captured all new and incremental growth from the initial assessed value determined on the basis of assessments as of December 31, 2002. The initial assessed value of the district is $27,506,584 and the duration of the TIF plan in 2003 was for a 30 years term. Through this amendment it is being extended to through taxes levied in 2043 in order to co-terminate with recent bond issuances. The estimated taxable values for this period are shown in Tables 2, 3 and 4, and have been developed with the assumptions that accompany each.
Table 2: Capture at 1% Annual Growth

<table>
<thead>
<tr>
<th>Year</th>
<th>Total Taxable Value</th>
<th>Captured Value</th>
<th>Potential DDA Capture</th>
</tr>
</thead>
<tbody>
<tr>
<td>2000</td>
<td>27,506,584</td>
<td>48,760,208</td>
<td>$1,128,915</td>
</tr>
<tr>
<td>2001</td>
<td>27,506,584</td>
<td>48,760,208</td>
<td>$1,128,915</td>
</tr>
<tr>
<td>2002</td>
<td>27,506,584</td>
<td>48,760,208</td>
<td>$1,128,915</td>
</tr>
<tr>
<td>2003</td>
<td>27,506,584</td>
<td>48,760,208</td>
<td>$1,128,915</td>
</tr>
<tr>
<td>2004</td>
<td>27,506,584</td>
<td>48,760,208</td>
<td>$1,128,915</td>
</tr>
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Notes:
- Taxable Value 2002: $21,506,584
- Assumed increase in taxable value: 1.0%
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<td>$ 708,997</td>
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<td>$ 1,157,084</td>
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<td>$ 27,119</td>
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Notes:  
Taxable Value 2022: $ 27,506,884  
Assumes $15,000,000 a year in new taxable value from 2015 through 2016.
### Table 4: Capture at 5% Annual Growth

<table>
<thead>
<tr>
<th>Year</th>
<th>Total Taxable Value</th>
<th>Captured Value</th>
<th>State Ed Tax</th>
<th>School- Debt</th>
<th>School- Operating</th>
<th>ISD</th>
<th>LCC</th>
<th>Township</th>
<th>County</th>
<th>CATA</th>
<th>District Library</th>
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</thead>
<tbody>
<tr>
<td>2013</td>
<td>$27,505,584</td>
<td>$68,420,768</td>
<td>6,3000 0%</td>
<td>17,926 0%</td>
<td>4,958 0%</td>
<td>3,972 20%</td>
<td>9,056 60%</td>
<td>10,193 80%</td>
<td>3,007 50%</td>
<td>1,560 20%</td>
<td></td>
</tr>
<tr>
<td>2014</td>
<td>$27,505,584</td>
<td>$68,420,768</td>
<td>6,3000 0%</td>
<td>17,926 0%</td>
<td>4,958 0%</td>
<td>3,972 20%</td>
<td>9,056 60%</td>
<td>10,193 80%</td>
<td>3,007 50%</td>
<td>1,560 20%</td>
<td></td>
</tr>
<tr>
<td>2015</td>
<td>$27,505,584</td>
<td>$68,420,768</td>
<td>6,3000 0%</td>
<td>17,926 0%</td>
<td>4,958 0%</td>
<td>3,972 20%</td>
<td>9,056 60%</td>
<td>10,193 80%</td>
<td>3,007 50%</td>
<td>1,560 20%</td>
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<tr>
<td>2016</td>
<td>$27,505,584</td>
<td>$68,420,768</td>
<td>6,3000 0%</td>
<td>17,926 0%</td>
<td>4,958 0%</td>
<td>3,972 20%</td>
<td>9,056 60%</td>
<td>10,193 80%</td>
<td>3,007 50%</td>
<td>1,560 20%</td>
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</tr>
<tr>
<td>2017</td>
<td>$27,505,584</td>
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<td>6,3000 0%</td>
<td>17,926 0%</td>
<td>4,958 0%</td>
<td>3,972 20%</td>
<td>9,056 60%</td>
<td>10,193 80%</td>
<td>3,007 50%</td>
<td>1,560 20%</td>
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<tr>
<td>2018</td>
<td>$27,505,584</td>
<td>$68,420,768</td>
<td>6,3000 0%</td>
<td>17,926 0%</td>
<td>4,958 0%</td>
<td>3,972 20%</td>
<td>9,056 60%</td>
<td>10,193 80%</td>
<td>3,007 50%</td>
<td>1,560 20%</td>
<td></td>
</tr>
<tr>
<td>2019</td>
<td>$27,505,584</td>
<td>$68,420,768</td>
<td>6,3000 0%</td>
<td>17,926 0%</td>
<td>4,958 0%</td>
<td>3,972 20%</td>
<td>9,056 60%</td>
<td>10,193 80%</td>
<td>3,007 50%</td>
<td>1,560 20%</td>
<td></td>
</tr>
</tbody>
</table>

Potential DDA Capture: $1,128,915 $1,455,547 $1,718,511 $2,158,623 $2,536,741 $2,868,270 $3,242,276 $3,048,132 $3,181,231 $3,952,985

<table>
<thead>
<tr>
<th>Year</th>
<th>Total Taxable Value</th>
<th>Captured Value</th>
<th>State Ed Tax</th>
<th>School- Debt</th>
<th>School- Operating</th>
<th>ISD</th>
<th>LCC</th>
<th>Township</th>
<th>County</th>
<th>CATA</th>
<th>District Library</th>
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<tbody>
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<td>2024</td>
<td>$415,533,296</td>
<td>$353,827,827</td>
<td>6,080 0%</td>
<td>17,926 0%</td>
<td>4,958 0%</td>
<td>3,972 20%</td>
<td>9,056 60%</td>
<td>10,193 80%</td>
<td>3,007 50%</td>
<td>1,560 20%</td>
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<tr>
<td>2025</td>
<td>$415,533,296</td>
<td>$353,827,827</td>
<td>6,080 0%</td>
<td>17,926 0%</td>
<td>4,958 0%</td>
<td>3,972 20%</td>
<td>9,056 60%</td>
<td>10,193 80%</td>
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<tr>
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<td>4,958 0%</td>
<td>3,972 20%</td>
<td>9,056 60%</td>
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<td>3,007 50%</td>
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<td>2028</td>
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<td>3,972 20%</td>
<td>9,056 60%</td>
<td>10,193 80%</td>
<td>3,007 50%</td>
<td>1,560 20%</td>
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<tr>
<td>2029</td>
<td>$415,533,296</td>
<td>$353,827,827</td>
<td>6,080 0%</td>
<td>17,926 0%</td>
<td>4,958 0%</td>
<td>3,972 20%</td>
<td>9,056 60%</td>
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<td>1,560 20%</td>
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<tr>
<td>2030</td>
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<td>$353,827,827</td>
<td>6,080 0%</td>
<td>17,926 0%</td>
<td>4,958 0%</td>
<td>3,972 20%</td>
<td>9,056 60%</td>
<td>10,193 80%</td>
<td>3,007 50%</td>
<td>1,560 20%</td>
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</tr>
</tbody>
</table>


Notes:
- **Taxable Value**: $27,505,584
- **Assumed increase in taxable value**: 5%
- Assumes $15,990,990 a year in new taxable value 2015 through 2016

---

Charter Township of Lansing DDA and TIF Plan

Page 36 of 44
Estimated tax increment revenues for each year of the plan.

Tables 3, 4 & 5 also estimate the tax increment revenues generated from estimated taxable value for each year of the proposed plan. Key assumptions behind these estimates involve:

- The rate of growth, assumed to be $15,000,000 in taxable value a year in years 2015 through 2018;
- The pattern of types of development within the center and corresponding costs of construction;
- The ratio of estimated taxable real and personal property; and
- Depreciation and inflationary projections.

Detailed explanation of tax increment procedure.

The basic concept of tax increment financing allows a local government, through an authority such as the DDA, to finance public improvements in a designated development district by capturing the property taxes levied on any increase in property values within that district. Under a TIF plan, a base year is established for the development district, resulting in an “initial assessed value” for the district.

In subsequent years, any increase in assessment above the base year level is referred to as the “captured assessed value.” Property taxes levied on the state equalized value of all real and personal property within the designated area by all taxing units (less any debt service or other millages specified as exempt in the enabling statutes) is diverted, or “captured” for use in carrying out the adopted development plan for the district.

For the purposes of this TIF plan, the initial assessed value of all property in the DDA district shall be established as of December 31, 2002. The total assessed value, as of that date, was $27,506,584. Increases in assessed values of properties within a development district that result in the generation of tax increment revenue, can be attributable to any of the following sources:

- New construction occurring after the date established as the tax base year;
- Improvements to existing properties occurring after the date established as the tax base year; and
- Increases in property values that occur for any other reason.

The procedure for authorizing or amending a TIF plan and the development plan, if part of the TIF plan, includes holding and noticing a public hearing, disclosure to taxing jurisdictions impacted by the plan, and an approval process as outlined in sections 14 and 18 of PA 197, as amended.
Public Hearing: The Township Board held a public hearing on December 3rd, 2013 for the Development and Tax Increment Finance Plan and provided a reasonable opportunity for the taxing jurisdictions levying taxes subject to capture to express their views and recommendations regarding the TIF plan. The DDA has fully informed the taxing jurisdictions about the fiscal and economic implications of the proposed TIF plan. The taxing jurisdictions were notified that they may present their recommendations at the public hearing on the Plan. Notice of the time and place of the Township Board’s public hearing was published twice in a newspaper of general circulation in the township, the first of which was on November 10th, 2013 which was not less than 20 days before the date set for the hearing. The notice contained all the information required per Public Act 197. At the public hearing, the Township Board provided an opportunity for interested persons to be heard and considered communications in reference to the Plan. A record of the public hearing, including data presented at that time is attached in Appendix D.

After the public hearing the Township Board determined that the Development and Tax Increment Finance Plan constituted a public purpose and (approved, reject or modify) the plan. Upon adoption of resolution, the procedure, notice and findings shall be conclusive. The township, county, and other impacted agencies are required by law to transmit taxes collected from all taxing units on captured assessed value of all real and personal property located in the development district (with exceptions as previously defined) to the DDA. The taxes transmitted to the DDA, known as tax increment revenue, must be deposited by the DDA in the project fund established under the TIF plan.

Public Act 197 of 1975, as amended, authorizes a DDA to use tax increment revenues to pay the cost of public facilities and improvements, as defined in Public Act 197, on a cash pay-as-you-go basis or to make payments on bonds issued by the township or DDA to finance the facilities or improvements. The DDA shall expend tax increment revenue only in accordance with the TIF plan. Surplus revenue shall revert proportionately to the respective taxing units unless retained to further the implementation of the development plan pursuant to a resolution of the DDA.

The TIF plan may be amended upon approval of the Township Board following the same notice and public hearing process as required for approval or rejection of an original plan except if amendment is for revisions in estimates for captured assessed value and tax increment revenue. When the Township Board determines that the purpose for which the TIF plan was established has been achieved, it may abolish the plan. Public Act 197, as amended, does not limit the life of a Downtown Development Authority.
Maximum amount of note or bonded indebtedness to be incurred, if any.

The issuance of a promissory note or sale of bonds is anticipated for the implementation of the development plan. The DDA expects to finance eligible projects on both a pay-as-you-go and indebtedness basis. Therefore, the DDA and Charter Township of Lansing reserve the option of issuing a note or incurring bonded indebtedness in an amount up to 80% of the anticipated 30 year revenue. This limitation shall include the principal amount of any note of bonded indebtedness only and shall not include any reimbursement agreement to repay any advances made by the township, or any owner or lessee of eligible property in the DDA district for costs incurred for a public facility or improvement. The exact type of note or bond to be issued will be determined by the DDA and Township Board as the occasion arises.

Should actual tax increment revenues fall below projection, any previously accumulated revenue would be devoted to retirement of the bonds. Any tax increment revenues collect in excess of the 80% measure described in Tables 3, 4 & 5 of this Development and Tax Increment Financing Plan will be used to pay current debt service on any bonds issued under this plan and to pay or provide for payment by deposit into an improvement fund of development costs described in the Development Plan. The bonds are subject to the Michigan Municipal Finance Act and may not mature in more than thirty years. If the tax increment revenues are insufficient for any reason, the Michigan Municipal Finance Act provides that if the bond issue has been approved by the electors of the Township, the Township must meet the debt service requirements from its general fund and, if necessary, levy whatever additional taxes are required. If the bond issue has not been approved by the electors, meeting debt service requirements becomes a first budget obligation of the general fund.

The Authority may expend tax increment revenues only in accordance with this Plan; surplus revenues revert proportionally to the respective taxing jurisdictions. This Tax Increment Financing Plan may be modified upon approval of the Township Board after notification and hearings as required by Act 197. When the Township Board finds that the purpose for which this Plan was established has been accomplished, they may abolish this Plan and the Authority.

Amount of operating and planning expenditures; amount of advances extended by the Lansing Charter Township and others to be paid by TIF revenue.

Table 3, 4 & 5 provides a breakdown of all estimated operating and planning expenditures of the DDA for each year of the anticipated duration of the TIF plan. Actual expenditures will be established annually during the DDA and Township’s budget process. The plan anticipates no advances extended by the township.
<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Priority</th>
<th>Timeframe</th>
<th>Category</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>Purchase Available Property (General)&lt;br&gt;Acquire property as becomes available and develop/market it in a way consistent with the Development and Area Master Plan.</td>
<td>High</td>
<td>1 - 3 years</td>
<td>Economic Development</td>
<td>2,500,000</td>
</tr>
<tr>
<td>11</td>
<td>Modification to the Declaration of Easements, Covenants &amp; Restrictions (DECR)&lt;br&gt;Contract Payments to Jurisdictions&lt;br&gt;Strategic modifications to the 2000 DECR that was entered into by Eastwood, RPAI, Wal-Mart and Sam's Club restricting Eastwood's development potential.</td>
<td>High</td>
<td>Annually</td>
<td>Tax Sharing</td>
<td>Unknown</td>
</tr>
<tr>
<td>12</td>
<td>Bury Overhead Electric&lt;br&gt;Work with the Board of Water and Light and Consumer's Energy to bury overhead electric within the Development Area.</td>
<td>Medium</td>
<td>4 - 9 years</td>
<td>Enhancement</td>
<td>1,000,000</td>
</tr>
<tr>
<td>13</td>
<td>Special Events&lt;br&gt;Promote recognition of the Development Area as a destination location through the hosting of events that bring visitors from outside the immediate vicinity.</td>
<td>High</td>
<td>Annual</td>
<td>Economic Development</td>
<td>25,000</td>
</tr>
<tr>
<td>14</td>
<td>Bicycle Lanes&lt;br&gt;Install bicycle lanes on roads where right-of-way is available.</td>
<td>Medium</td>
<td>4 - 9 years</td>
<td>Safety</td>
<td>160,000</td>
</tr>
<tr>
<td>15</td>
<td>Develop BW&amp;L Property&lt;br&gt;Facilitate the development via public or private use as identified during the development of the Brown Field Plan.</td>
<td>Medium</td>
<td>4 - 9 years</td>
<td>Economic Development</td>
<td>300,000</td>
</tr>
<tr>
<td>16</td>
<td>Entry Signs&lt;br&gt;Provide for gateway markers identifying the Township's borders on all public access points into the Development Area.</td>
<td>Medium</td>
<td>4 - 9 years</td>
<td>Enhancement</td>
<td>25,000</td>
</tr>
<tr>
<td>17</td>
<td>Multi-Family Development&lt;br&gt;Identify potential locations and develop multi-family development.</td>
<td>Medium</td>
<td>4 - 9 years</td>
<td>Economic Development</td>
<td>50,000</td>
</tr>
<tr>
<td>18</td>
<td>Commercial Development&lt;br&gt;Identify potential locations and develop commercial development.</td>
<td>Medium</td>
<td>4 - 9 years</td>
<td>Economic Development</td>
<td>50,000</td>
</tr>
<tr>
<td>19</td>
<td>Façade Improvements&lt;br&gt;Encourage the modernization/improvement of commercial facades within the district through grants and/or loans.</td>
<td>Medium</td>
<td>4 - 9 years</td>
<td>Economic Development</td>
<td>1,500,000</td>
</tr>
<tr>
<td>20</td>
<td>Landscaping&lt;br&gt;Develop enhanced streetscape along roads within the Development Area.</td>
<td>Medium</td>
<td>4 - 9 years</td>
<td>Enhancement</td>
<td>1,250,000</td>
</tr>
<tr>
<td>21</td>
<td>Parks and Recreation&lt;br&gt;Provide both active and passive recreation services to residents, employees and visitors within the Development Area.</td>
<td>Medium</td>
<td>4 - 9 years</td>
<td>Neighborhood Stabilization</td>
<td>2,500,000</td>
</tr>
</tbody>
</table>
Duration of the development plan and the TIF plan.

The anticipated duration of the TIF and development plans is 30 years from the date of adoption of this amended plan, or 2043.

Estimate of the impact of TIF on the revenues of all taxing jurisdictions in which eligible property is or is anticipated to be located.

Tables 3, 4 & 5 provide an estimate of the impact of the TIF plan on the revenues of all taxing jurisdictions that levy taxes in the DDA district. The Authority proposes that all of the eligible taxes levied on the captured assessed value within the Downtown District be used by the Authority to the extent needed from year to year to accomplish the purposes of this Plan within the Development Area.

The proposed creation of the Development Area shall in no way diminish the existing assessed values of property within the area boundaries. The local taxing jurisdictions shall, therefore, suffer no loss of existing tax revenues. As provided for in Act 197, tax revenues generated from within the Downtown District prior to the adoption of this Development and Tax Increment Finance Plan will continue to be distributed to all taxing jurisdictions during the duration of this Plan. Upon completion of this Plan, all additional tax revenues having been captured by the Authority will be distributed proportionally to the taxing jurisdictions.

The Authority proposes to strengthen the Development Area to facilitate a commercial center whose ultimate taxable value will be far superior to that of one where this Plan does not pertain. This is to be accomplished by using the additional tax revenues generated in the Downtown District to make public improvements and induce private development.
It is anticipated that the public improvement proposed for the Development Area and the private improvements they induce will provide long term stability, sustainability and growth in the Downtown District. This will greatly benefit all taxing jurisdictions which to a significant degree are dependent upon the well-being of the Downtown District for stability, sustainability and growth. This benefit will result from increases in property valuation surrounding the Development Area; increase in property valuations in the Development Area at the time this Plan is completed; and increases in property valuation throughout the entire community and region.

Pursuant to Act 197, as amended, the Authority has fully informed the members of the Ingham County Board of Commissioners, the Lansing Community College Board (LCC), the Capital Area Transportation Agency (CATA) and the District Library of the fiscal and economic implications of the Plan.

**Legal description of the eligible property to which the TIF plan applies.**

The boundaries of the “Downtown District” and “Development Area” are identified by the legal descriptions presented in Appendix B and C.

**Plan for the Use of Tax Revenues**

**Revenues**

Estimates of projected tax increment revenues and increases in State Taxable Valuation resulting from increases in tax base and new development are provided in Tables 3, 4 & 5. For the sake of illustration, the millage rate of 53.0793 for all jurisdictions is shown. However, the aggregate the millage rate of 21.1017 for jurisdictions whose taxes are captured are used in estimating annual funding for the Authority.

**Expenditures**

The expenditure of tax increment revenues is expected to be either on a pay-as-you-go basis or repayment for bonded indebtedness.

**Priorities**

In the event that tax increment revenues are greater or less than projections used for the purpose of this Development and Tax Increment Finance Plan, the available funds will be used to complete this Plan in
accordance with the following directive: The Authority and Township Board will evaluate those projects which are the most beneficial and best meet the goals and objectives of the Development Plan and adjust the project importance accordingly. In the case that revenues exceed expenditures, the Authority may place the difference in their development fund for future projects identified in this Plan, or refund these amounts on a proportional basis back to the affected jurisdictions.
ORDINANCE NO. 60

AN ORDINANCE OF THE CHARTER TOWNSHIP OF LANSING, MICHIGAN, PROVIDING FOR THE CREATION OF A DOWNTOWN DEVELOPMENT AUTHORITY, ESTABLISHING THE BOUNDARIES THEREOF AND AMENDING THE CODE OF THE CHARTER TOWNSHIP OF LANSING BY ADDING TITLE XI THERETO.

THE CHARTER TOWNSHIP OF LANSING ORDAINS:

1. Title XI is hereby added to the Code of Ordinances of the Charter Township of Lansing, to read as follows:

Chapter 110. Downtown Development Authority.

Section 110-1. Downtown Development Authority created. There is hereby created pursuant to 1975 PA 197, as amended, a Downtown Development Authority for the Charter Township of Lansing. The Authority shall be known and exercise its authority pursuant to said Act as the "Lansing Township Downtown Development Authority."

Section 110-2. Downtown Development Authority -- Powers and Duties. The Lansing Township Downtown Development Authority shall exercise such authority as is provided for in 1975 PA 197, being MCLA 125.1651, et seq; MSA 5.3010(1), et seq.

Section 110-3. Description of Downtown District. The geographical areas in which the Lansing Township Downtown Development Authority shall exercise its authority shall consist of four separate districts located within the boundaries of the Charter Township of Lansing and described as follows:
(a) DEVELOPMENT DISTRICT #1

A part of Sections 14 and 23, Township 4 North, Range 2 West, Lansing Township, Ingham County, Michigan. Consisting of a part of a subdivision of part of the Southeast 1/4 of Section 14, and part of the North 1/2 of Section 23, T4N,R2W. Also consisting of all of the platted subdivisions of Urbandale, Urbandale No. 1, and Urbandale No. 2 as recorded in Liber 4, Page 49, and Liber 6, Page 11, and Liber 9, Page 23 respectively in Ingham County Records.

More particularly described as beginning at the intersection of the centerline of South Mifflin Avenue and the South right-of-way line Michigan Avenue, thence South along the centerline Mifflin Avenue to a point due West of Southwest corner Lot 289, Urbandale No. 1, thence East along South line of Urbandale No. 1 to a point 30 feet East of East line Homer Street if extended, thence South 35 Degrees 15 minutes West to a point 60 ft South of South line Urbandale No. 1, thence West parallel to said subdivision to East line Howard Street if extended, thence South on East line Howard Street extended to the Northeast corner of Urbandale No. 2, thence West along North line Urbandale No. 2 to the centerline Mifflin Street, thence South on the centerline Mifflin Street and its projection Southerly across Interstate 496 to the centerline of Red Cedar River, thence Northeasterly along centerline of River to the North line of Section 23, thence continuing along centerline of River to a point 288.75 feet East of the centerline Clippert Street, thence North parallel to Clippert Street to the South line of Kalamazoo Street, thence Westerly along South line of Kalamazoo Street to the East line of Clippert Street, thence North along East line Clippert Street to the South right-of-way line of Michigan Avenue, thence Westerly along the South right-of-way line Michigan Avenue to the centerline of Mifflin Street and point of beginning.
A part of the South 1/2 of Section 11, and a part of the West 1/2 of the Northeast 1/4 of Section 14, Township 4 North, Range 2 West, Ingham County, Michigan more particularly described as:

Beginning at the Southwest corner of Lot 115 of Hopwood Acres Subdivision No. 5, thence North along West line said Lot 115, 275 feet to the centerline of a 50 foot wide alley, thence East along centerline alley, and its projection East, parallel to North line of Hopwood Acres Subdivision No. 5 and Hopwood Acres Subdivision No. 8 to the West line of Lot 3, Grand River Terrace Plat, thence South along West line Lot 3, Grand River Terrace to the Southwest corner Lot No. 3, thence East along South line said Lot 3 to Southeast corner Lot 3, thence Easterly to the Northwest corner Lot 1 Grand River Terrace Plat, thence East along North line said Lot 1 to the Northeast corner Lot 1, thence Southeasterly to the Southwest corner of Lot 5, Kimberly Downs Subdivision, thence East along the South line Kimberly Downs Subdivision to the centerline of Chester Road, thence North along centerline Chester Road to the South right-of-way line Covington Court, thence East along South right-of-way Covington Court to the Northwest corner of Lot 22 Supervisors Plat of Greenfield, thence East along North line Supervisors Plat of Greenfield to the Northeast corner of said Plat, thence South along the East right-of-way line of Clippert Street to the South right-of-way line of Vine Street, thence West along South right-of-way line Vine Street to the West right-of-way line of Howard Avenue, thence North along West right-of-way line Howard Avenue to the North line of Section 14, thence West along the North Section line also being the centerline of Saginaw Street to the centerline of Merrill Street, thence North along centerline Merrill Street to the centerline of Grand River Avenue, thence West along centerline Grand River Avenue to a point due South of the point of beginning, thence North to the Southwest corner Hopwood Acres Subdivision No. 5, and the point of beginning.
APART OF SECTIONS 2 AND 3 OF TOWNSHIP 4 NORTH, RANGE 2 WEST, INGHAM COUNTY, MICHIGAN MORE PARTICULARLY DESCRIBED AS:

BEGINNING AT THE NORTH 1/4 CORNER SECTION, TOWNSHIP 4 NORTH, RANGE 2 WEST, THENCE EAST ALONG NORTH SECTION LINE TO THE NORTHEAST CORNER OF SECTION 3, THENCE EAST ALONG THE NORTH LINE OF SECTION 2, TOWNSHIP 4 NORTH, RANGE 2 WEST TO THE WEST RIGHT-OF-WAY LINE U.S. 127, THENCE SOUTHERLY AND WESTERLY ALONG THE WEST RIGHT-OF-WAY LINE U.S. 127 AND THE CENTERLINE OF LAKE LANSING ROAD TO THE NORTH SOUTH 1/4 LINE SECTION 2, THENCE SOUTH ALONG 1/4 LINE TO SOUTH LINE LAKE LANSING ROAD, THENCE NORTH 89 DEGREES 39 MINUTES WEST 139.16 FEET, THENCE SOUTH 0 DEGREES 29 MINUTES 12 SECONDS WEST, 46.21 FEET TO SOUTHERLY R/W LINE U.S. 127 RAMP, SOUTH 83 DEGREES 10 MINUTES 21 SECONDS EAST, 364.89 FEET, THENCE SOUTH 67 DEGREES 20 MINUTES 6 SECONDS EAST, 174.90 FEET, THENCE SOUTH 51 DEGREES 19 MINUTES 43 SECONDS EAST, 238.02 FEET, THENCE SOUTH 35 DEGREES 10 MINUTES 43 SECONDS EAST, 175 FEET, THENCE SOUTH 19 DEGREES 25 MINUTES 43 SECONDS EAST, 162.56 FEET, THENCE NORTH 89 DEGREES 59 MINUTES 3 SECONDS WEST TO THE NORTHEAST CORNER OF LOT 143 SOMERSET SUBDIVISION, THENCE CONTINUING NORTH 89 DEGREES 59 MINUTES 3 SECONDS WEST ALONG NORTH LINE OF SAID PLAT TO THE NORTHWEST CORNER OF LOT 32 OF SAID PLAT, THENCE WEST ALONG NORTH LINE OF SOMERSET NUMBER 2 SUBDIVISION, AND BANCROFT HILLS NUMBER 1, AND NUMBER 3 TO THE NORTHWEST CORNER OF LOT 146 BANCROFT HILLS NUMBER 3, THENCE SOUTH TO THE NORTHEAST CORNER OF LOT 144 BANCROFT HILLS NUMBER 3, THENCE WEST ALONG NORTH LINE OF LOTS 144 AND 143 BANCROFT HILLS NUMBER 3 TO THE WEST LINE SECTION 2, THENCE SOUTH ALONG WEST LINE SECTION 2, ALSO BEING THE CENTERLINE OF WOOD STREET TO THE SOUTHWEST CORNER OF SECTION 2, THENCE WEST ALONG THE SOUTH LINE OF SECTION 3, ALSO BEING THE CENTERLINE OF DAVID STREET, AND ITS PROJECTION WEST TO THE SOUTH 1/4 CORNER OF SECTION 3, THENCE SOUTH 89 DEGREES 29 MINUTES WEST ALONG SOUTH SECTION LINE 353 FEET TO THE SOUTHEAST CORNER WELLMAN PARK SUBDIVISION, THENCE NORTH 0 DEGREES 18 MINUTES EAST ALONG EAST LINES OF WELLMAN PARK SUBDIVISION, AND KOBEL HEIGHTS SUBDIVISION 1009.18 FEET TO CENTERLINE OF EAST HIGH STREET ALSO LAKE LANSING ROAD, THENCE NORTH 49 DEGREES 01 MINUTES 30 SECONDS EAST ALONG CENTERLINE LAKE LANSING ROAD 460.85 FEET TO THE NORTH-SOUTH 1/4 LINE OF SECTION 3, THENCE NORTH ALONG NORTH-SOUTH 1/4 LINE SECTION 3 TO THE POINT OF BEGINNING.
A part of Sections 18, 19, and 30 of Lansing Township, Township 4 North, Range 2 West Ingham County, Michigan more particularly described as:

Beginning at the West 1/4 corner of Section 18, Township 4 North, Range 2 West, thence East along East-West 1/4 line Section 18, also being the centerline of Michigan Avenue to the East 1/4 corner Section 18, thence South along East line of Section 18, also being the West right-of-way line Clare Street to the Southeast corner of Section 18, thence South along East line Section 19, and the West right-of-way line Clare Street to the South right-of-way line Lansing Road, point also being the Northeast corner Lot 1, Bella Vista Homesites, thence Southwesterly along South line Lansing Road to Northwest corner Lot 1 said subdivision, thence South to Southwest corner Lot 1, thence East to Southeast corner Lot 1, and East line Section 19, thence South along East section line to the intersection with South line Grand Trunk Western Railroad right-of-way, thence Westerly along Southerly railroad right-of-way to the Southerly right-of-way line Lansing Road, thence South 59 degrees 38 minutes West along Lansing Road right-of-way 118.7 ft, thence South 26 degrees 34 minutes East, 146 feet, thence South 59 degrees 38 minutes West, 554.82 ft, thence North 26 degrees 34 minutes West, 166 feet to South right-of-way line Lansing Road, thence Southwesterly along South right-of-way line Lansing Road to the Northwest corner of Outlot X of Walnut Hills Subdivision, thence Easterly along North line Outlot X, 780 feet to the Northeast corner Outlot X said subdivision and the north bank of Grand River, thence Southwesterly along the north bank Grand River to South line Section 19, thence continuing Southwesterly along north bank Grand River, also being the Southerly line of Waverly Hills Subdivision, and Waverly Park Subdivision to the West line Section 30 Township 4 North, Range 2 West, thence North along the West line Section 30, and the West line Section 19, and the West line Section 18, said lines also being the Ingham County line to the point of beginning.
Section 110-4. Establishment of Governing Board. The Lansing Township Downtown Development Authority shall be under the supervision and control of a board consisting of the Township Supervisor and at least eight but no more than twelve members, as determined by resolution of the Township Board of Trustees, none of whom may simultaneously be members of the Township Board. The members of the Downtown Development Authority Board shall be appointed by the Township Supervisor, subject to approval by the Township Board of Trustees. At least a majority of the members of the Downtown Development Board shall be persons having an interest in property located in the Downtown Development Districts as established by this Ordinance, and at least one of the members of the Board shall be a resident of such Downtown Development district. Of the members first appointed to the Downtown Development Board, an equal number, as near as is practicable, shall be appointed for one year, two years, three years and four years. Subsequent appointments shall be for a term of four years. Each Downtown Development Board member shall hold office until the member's successor is appointed. Appointments to fill vacancies shall be made by the Township Supervisor for the duration of each unexpired term only.

Section 110-5. Severability. If any clause, sentence, paragraph or part of this Chapter shall for any reason be finally adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder of this Chapter, but shall be confined in its operation to the clause, sentence, paragraph or part hereof directly involved in the controversy in which such judgment shall have been rendered.

2. All ordinances or parts of ordinances of this Charter Township of Lansing inconsistent herewith are hereby repealed so far as inconsistent with the provisions of this Ordinance.

3. This Ordinance shall take effect immediately upon publication of this Ordinance or a synopsis hereof.

Moved by Trustee Stebleton, Seconded by Trustee Sellek

Voted: Ayes: Donahue, Johnston, Robinson, Sellek, Stebleton, Campion, Arnold

Nays: None

Adopted April 5, 1983

Dorothy L. Johnston, Clerk
Ordinance No. 60.1

Minutes of a regular meeting of the Township Board of the Charter Township of Lansing, County of Ingham, Michigan, held on the 29th day of June, 1993 at 7:30 o'clock p.m. at the Lansing Township Hall in said Township.

Present: Supervisor Daher, Treasurer Rodgers, Clerk Johnston; Trustees: Love, Fitzgerald, Jakovac, Celentino

Absent: None

It is moved by Clerk Johnston and seconded by Trustee Celentino that the following ordinance be adopted.

Ordinance No. 60.1

An ordinance of the Charter Township of Lansing, Michigan providing that the Code of Ordinances, Charter Township of Lansing, Michigan be amended by revising Title XI, Chapter 110, Downtown Development Authority, establishing the boundaries of one district.

The Charter Township of Lansing Ordains:

1. Section 110-3 of Chapter 110, Title XI of the Code of Ordinances is amended to designate the boundaries of one district.

a. Section 110-3. Description of Downtown District. The geographical area in which the Lansing Township Downtown Development Authority shall exercise its authority shall consist of a district located within the boundaries of the Charter Township of Lansing and described as follows:

Development District #1

A part of sections 2 and 3 of Township 4 North, Range 2 West, Ingham County, Michigan more particularly described as:

Beginning at the North 1/4 corner Section, Township 4 North, Range 2 West, thence East along the North Section line to the Northeast corner of Section 3, thence East along the North line of Section 2, Township 4 North, Range 2 West to the West right-of-way line U.S. 127, thence Southerly and Westerly along the West right-of-way line U.S. 127 and the centerline of Lake Lansing Road to the North South 1/4 Line Section 2, thence South along 1/4 line to South line Lake Lansing Road, thence North 89 degrees 39 minutes 21 seconds West, 46.21 feet to Southerly R/W line U.S. 127 Ramp. South 83 degrees 10 minutes 21 seconds East, 364.89 feet, thence South 67 degrees 20 minutes 6 seconds East, 174.90 feet, thence South 51 degrees 19 minutes 43 seconds East, 238.02 feet, thence South 35 degrees 10 minutes 43 seconds East, 175 feet, thence South 19 degrees 25 minutes 43 seconds East, 162.56 feet, thence North 89 degrees 59 minutes 3 seconds West to the Northeast corner of Lot 43 Somerset Subdivision, thence continuing North 89 degrees 59 minutes 3 seconds West along North line of said Plat to
the Northwest corner of Lot 32 of said Plat, thence West along North line of Somerset Number 2 Subdivision, and Bancroft Hills Number 1, and Number 3 to the Northwest corner of Lot 146 Bancroft Hills Number 3, thence South to the Northeast corner of Lot 144 Bancroft Hills Number 3, thence West along North line of Lots 144 and 143 Bancroft Hills Number 3 to the West line Section 2, thence South along West line Section 2, also being the centerline of Wood Street to the Southwest corner of Section 2, thence West along the South line of Section 3, also being the centerline of David Street, and its projection West to the South 1/4 corner of Section 3, thence South 89 degrees 29 minutes West along South section line 353 feet to the Southeast corner Weiland Park Subdivision, thence North 0 degrees 18 minutes East along East lines of Weiland Park Subdivision, and Kobel Heights Subdivision 1009.18 feet to centerline of East High Street also Lake Lansing Road, thence North 49 degrees 01 minutes 30 seconds East along centerline Lake Lansing Road 460.85 feet to the North-South 1/4 line of Section 3, thence North along North-South 1/4 line Section 3 to the point of beginning.

2. **Severability.** If any clause, sentence, paragraph, or part of this ordinance shall for any reason be finally adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance but shall be confined in its operation to the clause, sentence, paragraph or part thereof directly involved in the controversy in which such judgement is rendered.

3. **Repeal.** All ordinances or parts of ordinances of the Charter Township of Lansing inconsistent herewith are hereby repealed so far as they may be inconsistent with the provisions of this ordinance.

4. **Effective Date.** This ordinance shall take effect immediately upon publication.

    [Signature]

John Daher, Supervisor

I, Dorothy L. Johnston, Clerk of the Charter Township of Lansing, hereby certify that the foregoing is a true copy of the original of an Ordinance adopted by the Charter Township of Lansing Board of Trustees at a regular meeting on June 29, 1993

    [Signature]

Dorothy L. Johnston, Clerk
Charter Township of Lansing

I, Dorothy L. Johnston, Clerk of the Charter Township of Lansing, hereby certify that the foregoing ordinance was published in the State Journal, a newspaper of general circulation with the Township on July 7, 1993

    [Signature]

Dorothy L. Johnston, Clerk
Charter Township of Lansing
A Part of sections 2 and 3 of Township 4 North, Range 2 West, Ingham County, Michigan more particularly described as:

Beginning at the North 1/4 corner Section, Township 4 North, Range 2 West, thence East along the North Section line to the Northeast corner of Section 3, thence East along the North line of Section 2, Township 4 North, Range 2 West to the West right-of-way line U.S. 127, thence Southerly and Westerly along the West right-of-way line U.S. 127 and the centerline of Lake Lansing Road to the North South 1/4 Line Section 2, thence South along 1/4 line to South line Lake Lansing Road, thence North 89 degrees 39 minutes 39 seconds West, 139.16 feet, thence South 0 degrees 29 minutes 12 seconds West, 46.21 feet to Southerly R/W line U.S. 127 Ramp. South 83 degrees 10 minutes 21 seconds East, 364.89 feet, thence South 67 degrees 20 minutes 6 seconds East, 174.90 feet, thence South 51 degrees 19 minutes 43 seconds East, 238.02 feet, thence South 35 degrees 10 minutes 43 seconds East, 175 feet, thence South 19 degrees 25 minutes 43 seconds East, 162.56 feet, thence North 89 degrees 59 minutes 3 seconds West to the Northeast corner of Lot 43 Somerset Subdivision, thence continuing North 89 degrees 59 minutes 3 seconds West along North line of said Plat to the Northwest corner of Lot 32 of said Plat, thence West along North line of Somerset Number 2 Subdivision, and Bancroft Hills Number 1, and Number 3 to the Northwest corner of Lot 146 Bancroft Hills Number 3, thence South to the Northeast corner of Lot 144 Bancroft Hills Number 3, thence West along North line of Lots 144 and 143 Bancroft Hills Number 3 to the West line Section 2, thence South along West line Section 2, also being the centerline of Wood Street to the Southwest corner of Section 2, thence West along the South line of Section 3, also being the centerline of David Street, and its projection West to the South 1/4 corner of Section 3, thence South 89 degrees 29 minutes West along South section line 353 feet to the Southeast corner Weiland Park Subdivision, thence North 0 degrees 18 minutes East along East lines of Weiland Park Subdivision, and Kobel Heights Subdivision 1009.18 feet to centerline of East High Street also Lake Lansing Road, thence North 49 degrees 01 minutes 30 seconds East along centerline Lake Lansing Road 460.85 feet to the North-South 1/4 line of Section 3, thence North along North-South 1/4 line Section 3 to the point of beginning.
District Boundary Exception due to Annexation

This matter of the proposed annexation of the following territory situated in Lansing Township, Ingham County, to the City of East Lansing, and described as follows:

That part of the East ¼ of Section 2, T4N, R2W, Lansing Township, Ingham County, Michigan, beginning at the NE corner thereof and running West 2380 feet more or less, on the North line of said Section 2 to its intersection with the Easterly R/W line of Highway U.S. 127 which is 103 feet Northeasterly from and measured at right angles to the centerline of the North Bound Roadway of said Highway, thence S16° 01' E 1836.87 feet on Easterly R/W line and parallel to the centerline of the North Bound Roadway of Highway U.S. 127, thence continuing on the Easterly R/W line of said Highway S17° 16' 36" E 271.79 feet, thence S19° 48' 38" E 246.67 feet, thence S22° 20' 40" E 434.32 feet, thence S37° 32' 12" E 296.60 feet, thence S59° 21' 43" E 60 feet more or less to the West line of the East ½ of the SE ¼ of said Section 2, thence South 2307 feet more or less on the West line of the East ½ of the SE ¼ of Section 2 to the South line of said Section 2, thence East 1320 feet more or less on the South line of said Section 2 to the SE corner of said Section 2, thence North 5206 feet more or less on the East line of said Section 2 to the point of beginning. (containing 207 acres more or less)
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December 3rd, 2013 Public Hearing Comments

Charter Township of Lansing DDA and TIF Plan