CHAIRPERSON
KARA HOPE

VICE-CHAIRPERSON
SARAH ANTHONY

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

FINANCE COMMITTEE
REBECCA BAHAR-COOK, CHAIR
TODD TENNIS
BRIAN McGRAIN
BRYAN CRENSHAW
SARAH ANTHONY
RANDY SCHAFER
ROBIN CASE NAEYAERT

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, DECEMBER 7, 2016 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 November 16, 2016 Minutes and Closed Session Minutes
Additions to the Agenda
Limited Public Comment

1. Drain Commission
   a. Resolution Pledging Full Faith and Credit to Webberville Consolidated Drain Drainage District Bonds
   b. Resolution Pledging Full Faith and Credit to Blue-Spotted Salamander Drain Drainage District Bonds

2. Sheriff's Office
   a. Resolution to Purchase Ten New Tasers for the Sheriff's Office Field Services Division Using 2016 Capital Improvement Funds
   b. Resolution Authorizing the Ingham County Sheriff's Office to Enter an Inter-Agency Agreement with Wayne County to Rent a Minimum of 50 up to 70 Beds to the Wayne County Sheriff's Office

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

4. Human Resources
   a. Resolution Approving a Letter of Understanding with Capitol City Labor Program, Inc. – 9-1-1 Non-Supervisory Unit Regarding Overtime and Call Taker Assignments
   b. Resolution Approving Modifications to the 2017 Managerial and Confidential Employee Personnel Manual

5. Board of Commissioners
   a. Resolution Authorizing Commissioner Compensation for 2017 and 2018
   b. Resolution Approving Annual 2017 Compensation for Non-Judicial County-Wide Elected Officials
   c. Resolution Authorizing Termination of the Contract with Hay Group for the Comprehensive Countywide Compensation and Classification Study

6. Circuit Court/Family Division - Resolution Authorizing Entering into a Contract with Peckham Inc. for Peckham Footprints Group Home

7. Circuit Court/Friend of the Court - Resolution to Authorize the Purchase of Five OnBase Named User Client and Workflow Licenses for the Friend of the Court Imaging System from Imagesoft, Inc.

8. Community Corrections Advisory Board
   a. Resolution Authorizing the Community Corrections Advisory Board (CCAB) to Continue a Contract for Staff Consultant Services for FY 2017
   b. Resolution to Authorize Entering a Contract with Alcohol Drug Administrative Monitoring, Inc. for Drug Testing and Breathalyzer Services

9. Facilities Department - Resolution Awarding a Contract to Myers Plumbing & Heating to Provide HVAC Preventative Maintenance Services Six (6) Times per Year at Thirteen (13) 9-1-1 Tower Sites

10. Probate Court - Resolution Authorizing Contracts with Attorneys for Service on Mental Illness and General Probate Matters

11. Health Department
   a. Resolution Amending Resolution #16-425 to Authorize the Fourth Year of the Americorps VISTA Grant Cycle for 2016-2017
   b. Resolution Authorizing the Conversion of a Community Health Representative IV Position to a Coding Specialist Position
   c. Resolution Authorizing a Shift Differential for Ingham County Health Department Jail Nurses During Work Hours of 6:30 pm to 6:30 am
   d. Resolution Authorizing a FY 2017 Agreement with Capital Area Community Services, Inc. for Head Start Evaluations
   e. Resolution Authorizing a Lease and Pharmacy Agreement with Cardinal Health 132, LLC
   f. Resolution Authorizing a Great Start Agreement with the Midland County Educational Services Agency and 0.25 FTE Increase of Position #601490
   g. Resolution Authorizing a Reorganization of the Health Department's Staff and Administrative Structure
   h. Resolution Amending Resolution #16-309 with NEC Networks, LLC dba CaptureRX, for 340B Prescription Third Party Administrator and Resolution #16-310 to Walgreen Company for 340B Prescription Drug Services to Include McKesson Corporation as 340B Drug Wholesaler

12. Economic Development
   a. Resolution Approving Ingham County's Participation in the Lansing Regional Brownfield Coalition for the Purpose of Submitting an Application to the United States Environmental Protection Agency for a Brownfield Assessment Grant
   b. Resolution Approving the Ingham County Brownfield Authority Brownfield Plan for the Elevation at Okemos Pointe 2360 Jolly Road (Portion); 2398 Jolly Road (Portion); 2350 Jolly Oak Road; 2362 Jolly Oak Road; Jolly Oak Road (Portion) Okemos, Meridian Charter Township Michigan

13. Innovation and Technologies
    a. Resolution to Approve the Contract for Renewing Courtview Support Services
    b. Resolution to Approve the Renewal of the Microsoft Enterprise Agreement through CDWG

14. Road Department - Resolution to Retain MDEQ Scrap Tire Market Development - Devulcanized Rubber Modified Warm Mix Asphalt Pavement Project Testing and Research Services with Michigan State University

15. Parks - Resolution Authorizing Entering into a Contract with Spicer Group, Inc. to Provide Consulting Services to and Assist the Ingham County Parks Staff with the Delivery of Certain Millage Related Items

16. Farmland and Open Space Preservation Farmland and Open Space Preservation
    a. Resolution Approving Proceeding to Close Permanent Conservation Easement Deeds on the Sheridan, Miedema, and Lovette Properties
    b. Resolution Approving the Ranking of the 2016 Farmland and Open Space Preservation Programs Application Cycle Ranking and Recommendation to Purchase Permanent Conservation Easement Deeds on the Top Ranked Properties

17. Controller/Administrator's Office
    a. Resolution Approving Various Contracts for the 2017 Budget Year
    b. Resolution Authorizing the Controller to Make Year End Budget Adjustments

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
November 16, 2016
Draft Minutes

Members Present: Bahar-Cook, Crenshaw, Schafer, McGrain, and Tennis (arrived at 6:05 p.m.)

Members Absent: Anthony and Case-Naeyaert.

Others Present: Commissioner Hope, Treasurer Schertzing, Ivan Love, Nicole Shannon, Matt Njordford, Tim Dolehanty, Teri Morton, Deb Fett, Travis Parsons, Jill Rhode, Doug Stover, Loria Sabin, and others.

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

Chairperson Bahar-Cook immediately recessed the meeting to allow Commissioner Tennis to attend.

Commissioner Tennis arrived at 6:05 p.m.

Chairperson Bahar-Cook called the meeting to reconvene at 6:05 p.m.

Approval of the November 2, 2016 Open and Closed Session Minutes

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. TENNIS, TO APPROVE THE OPEN AND CLOSED SESSION MINUTES OF THE NOVEMBER 2, 2016 FINANCE COMMITTEE MEETINGS.

The Closed Session minutes were amended as follows:

FINANCE ~~COUNTY SERVICES~~ COMMITTEE

The **Finance** ~~County Services~~ Committee entered into closed session at approximately 7:27 p.m. in the Personnel Conference Room "D & E" of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan.

This was considered a friendly amendment.

THE MOTION CARRIED UNANIMOUSLY. Absent: Anthony and Case-Naeyaert.

Additions to the Agenda

1. Treasurer's Office
   g. Treasurer's Third Quarter Investment Report

Chairperson Bahar-Cook stated that Agenda Item 10 would be given the Controller's Office headline and corresponding agenda items and Agenda Item 11 would be given the Human Resources headline and corresponding agenda items.

11. Human Resources
    b. Discussion of Draft Settlement Policy and Modifications to the 2016 Managerial and Confidential Employee Personnel Manual (*Closed Session*)

Substitutions

4. Community Mental Health
    a. Resolution Authorizing a Contract with the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMH) for Health Services Millage Eligible Services

Limited Public Comment

None.

MOVED BY COMM. CRENSHAW SUPPORTED BY COMM. SCHAFER TO APPROVE A CONSENT AGENDA CONSISTING OF THE FOLLOWING ACTION ITEMS:

1. Treasurer's Office
    a. Resolution to Provide Funding for Low Income Tax Preparation

2. Community Agencies - Resolution Authorizing 2017 Agreements for Community Agencies

3. Health Department
    a. Resolution to Authorize Amendment #1 to the 2016-2017 Comprehensive Agreement with the Michigan Department of Community Health
    b. Resolution to Authorize Contracts with the Northwest Lansing Healthy Communities Initiative D/B/A Northwest Initiative to Distribute Urban Redevelopment Funds
    c. Resolution to Authorize a Healthiest Cities and Counties Challenge Grant Agreement with the American Public Health Association
    d. Resolution to Authorize an Administrative Service Agreement with Blue Cross Blue Shield of Michigan at the Ingham County Jail
    e. Resolution to Authorize an Agreement with the Michigan Department of Environmental Quality for FY 2017
    f. Resolution Authorizing a Two Year Contract Extension with Alliance Biomedical DBA RS Biomedical, Inc. as Originally Authorized in Resolution #13-353

4. Community Mental Health
    a. Resolution Authorizing a Contract with the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMH) for Health Services Millage Eligible Services
    b. Resolution Authorizing a Contract with the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMH) for Mental Health Screening Services in the Ingham County Jail to Include On Call Personnel for Weekends and Holidays

5. Department of Health and Human Services - Resolution to Authorize a Cooperative Cash Match Agreement with Michigan Rehabilitation Services

6. Equalization/Tax Mapping - Resolution to Amend the 2016 Apportionment Report

7. Facilities - Resolution Awarding a Contract to Centennial Electric, LLC for Exterior Light Poles and LED Light Fixture Replacement in the Human Services Building Parking Lot

8. Innovation and Technologies - Resolution to Approve the UPS Replacement Engineering Services
9. Road Department - Resolution to Approve an Okemos Road and Jolly Road Maintenance of Traffic and Signal Timing Professional Engineering Services Contract with Bergmann Associates, Inc.

10. Controller/Administrator's Office
    a. Resolution of Intent to Enter into Contract of Lease with Ingham County Building Authority; to Authorize Publication of Notice of Intent; and to Declare Intent to Reimburse

11. Human Resources
    a. Resolution Approving Modifications to the 2016 Managerial and Confidential Employee Personnel Manual

THE MOTION CARRIED UNANIMOUSLY. Absent: Anthony and Case-Naeyaert.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Anthony and Case-Naeyaert.

1. Treasurer's Office
    b. Resolution to Contract with Capital Area Community Services and Legal Services of South Central Michigan to Provide Funding for an Eviction Diversion Program in the 54A District Court for Certain Tax Delinquent Properties in Lansing

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION TO CONTRACT WITH CAPITAL AREA COMMUNITY SERVICES AND LEGAL SERVICES OF SOUTH CENTRAL MIHIGAN TO PROVIDE FUNDING FOR AN EVICTION DIVERSION PROGRAM IN THE 54A DISTRICT COURT FOR CERTAIN TAX DELINQUENT PROPERTIES IN LANSING.

Chairperson Bahar-Cook asked Eric Schertzing, Ingham County Treasurer, to introduce those accompanying him at the meeting.

Treasurer Schertzing introduced Desiree Kirkland, Chief Deputy Treasurer, Ivan Love, Capital Area Community Services Director, and Nicole Shannon, Legal Services of South Central Michigan Supervising Attorney.

The resolution was amended as follows:

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the County Treasurer to contract with CACS and LSSCM for 2016-2017, to provide support for a pilot Eviction Diversion Program in the 54A District Court in the amount of $30,000 to be taken from the delinquent tax **revolving** fund. Funding to be split according to agreement of both parties in accordance with staffing levels and existing County support.

This was considered a friendly amendment.

THE MOTION CARRIED UNANIMOUSLY. Absent: Anthony and Case-Naeyaert.

c. Resolution to Contract with Capital Area Community Services to Take Client Referrals from Ingham County Treasurer

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS, TO APPROVE THE RESOLUTION TO CONTRACT WITH CAPITAL AREA COMMUNITY SERVICES TO TAKE CLIENT REFERRALS FROM INGHAM COUNTY TREASURER.

The resolution was amended as follows:

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the County Treasurer to contract with Capital Area Community Services for 2016-2017, to refer clients who have been effected by tax forfeiture in the amount of $100,000 to be taken from the delinquent tax **revolving** fund.

This was considered a friendly amendment.

Karen Conroy, Property Tax Coordinator, provided a qualitative and quantitative information sheet on the activity and membership information of the Financial Literacy program within the last year.

Commissioner McGrain stated that he asked for the item to be put on the Human Services Agenda because he believed that since the program was within a Human Services agency, the Human Services Committee should have the opportunity to delve into the issue. He asked why the partnership between the City of Lansing, Capital Area Community Services (CACS), and funding from Bloomberg philanthropies no longer existed.

Ivan Love, CACS, Director, stated that Bloomberg gave CACS grants, but the program restrictions only allowed CACS to serve people inside the City of Lansing boundaries. He further stated that after three years the funding for the program changed and there was an understanding that the Lansing Cristo Rey Community Center would serve people inside the City of Lansing and CACS would serve those outside of the city. Mr. Love further stated that CACS received a grant from the State of Michigan to work with the Treasurer's in four counties: Ingham, Eaton Clinton, and Shiawassee.

Commissioner McGrain asked for clarification regarding what residents would be served.

Mr. Love stated the Bloomberg contract stated that CACS could only serve residents of Lansing. He further stated that at a meeting with Bloomberg the City of Lansing made the decision to start a second site at the Cristo Rey Community Center. He further stated that some of the CACS employees went to Cristo Rey, CACS sent all of the Bloomberg funds raised by the city through the contract to Cristo Rey to support the effort, and that CACS did not receive any funds from the city or Bloomberg to continue the remaining part of the program.

Commissioner McGrain asked for clarification regarding where the discretionary fund came from and how much it was for.

Mr. Love responded that it came from the Bureau of Community Services Michigan Department of Health and Human Services and was titled Community Services Block Grant Discretionary Fund. He further stated that the fund was for $50,000 for one year and that it would be divided up into $10,000 portions between each county. Mr. Love further stated that the funds had requirements to be used for something new and could not be used for programs already in place.

Commissioner McGrain disclosed that he worked for the Community Economic Development Association of Michigan and that one of his staff persons was involved with the initial partnership between the Treasurer's Office, CACS, and the City of Lansing.

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. SCHAFER, TO TABLE THE RESOLUTION AND REFER IT BACK TO THE HUMAN SERVICES COMMITTEE.

Chairperson Bahar-Cook suspended the rules to allow Treasurer Schertzing to speak on the matter.

Treasurer Schertzing stated that the monies would come out of the Delinquent Tax Revolving Fund and that the Treasurer's Office had the discretion to utilize the funds in question and that it did not need to go back to the Human Services Committee. He further stated that he did not want clients to lose the services at this time of the year.

Discussion.

Chairperson Bahar-Cook stated that she did not want to table the resolution if it would cause the program to fold.

Commissioner Schafer stated that he withdrew his support for the motion to table the resolution.

Commissioner Tennis asked for clarification on the spending of the Delinquent Tax Revolving Fund.

Matt Njordford, Cohl, Stoker, & Toskey Attorney, stated that it was still being investigated, but that at the current time it was at the discretion of the Treasurer as long as the spending was within the parameters of the statute and what the Department of Treasury allowed for expenditure of the funds.

Commissioner Tennis stated that he appreciated the Treasurer bringing the resolution forward for the Committee's notification and that he would support the resolution whether it was needed it or not.

Commissioner McGrain stated that he wanted to make sure that this was the best expenditure of the funds as opposed to going to another provider.

Treasurer Schertzing stated that CACS and Cristo Rey Community Center were the two providers that had the staff to facilitate the program. He further stated that the cost of service was lower through CACS than through the alternative model.

Commissioner McGrain asked how many clients were served through the program.

Treasurer Schertzing reviewed the supplemental materials.

Mr. Love stated that he appreciated being able to be present at the meeting. He stated that the Committee was invited to come by the CACS offices at any time. Mr. Love further stated that CACS had the most successful program in the country because the staff were all trained as counselors to be able to send clients over to the program.

Commissioner McGrain stated that his vision of this was a robust partnership between CACS, the Treasurer's Office, and the City of Lansing. He further stated that he shared the concerns over fundraising.

THE MOTION TO APPROVE THE RESOLUTION CARRIED. **Yeas**: Bahar-Cook, Tennis, Crenshaw, Schafer **Nays**: McGrain **Absent:** Anthony and Case-Naeyaert.

d. Resolution to Contract with Capital Area Community Services to Provide Funding for Fuel Assistance Administration

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SCHAFER, TO APPROVE THE RESOLUTION TO CONTRACT WITH CAPITAL AREA COMMUNITY SERVICES TO PROVIDE FUNDING FOR FUEL ASSISTANCE ADMINISTRATION.

The resolution was amended as follows:

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the County Treasurer to contract with CACS for 2016-2017, to provide staff support for their Fuel Assistance Program in the amount of $30,000 to be taken from the delinquent tax **revolving** fund.

This was considered a friendly amendment.

Treasurer Schertzing stated that the Treasurer did not have the discretion to spend the dollars to fund fuel assistance administration and that this resolution would support that.

Commissioner McGrain asked if this would pay for the staff to administer the program.

Mr. Love stated that there were extreme problems with deliverable fuel and reviewed the fund issues regarding his staff.

Commissioner McGrain asked if this would only support Ingham County Residents.

Mr. Love answered yes.

MOTION CARRIED UNANIMOUSLY. Absent: Anthony and Case-Naeyaert.

e. Discussion Item: Legal Services of South Central Michigan Quarterly Report: July 1, 2016 to September 30, 2016

Nicole Shannon, Legal Services of South Central Michigan (LSSCM), Supervising Attorney, stated that LSSCM provided services to prevent homelessness and provide housing security to their clients. She reviewed the additional services LSSCM offered.

Commissioner Tennis disclosed that his company had a contractual relationship with Legal Services Association of Michigan and LSSCM was a member and also disclosed that his company had a contractual relationship with YMCA State Alliance of Michigan of which Lansing YMCA was a member.

f. Discussion Item: Progress Toward Correcting 2015 Audit Findings

Desiree Kirkland, Chief Deputy Treasurer, stated that a meeting took place to discuss the audit findings and that the Treasurer's Office reported that they were current on their bank reconciliations. She further stated that they were also working on formatting the information in a way that Plante Moran would be able to easily navigate.

Chairperson Bahar-Cook thanked the Controller's Office, the Treasurer's Office, and the Financial Office for their time and communication efforts.

Treasurer Schertzing thanked Chairperson Bahar-Cook and Commissioner Hope for attending the meeting.

Commissioner Crenshaw asked what the major audit findings were concerning to Plante Moran.

Ms. Kirkland stated that there was no missing information, but the issue was in trying to find the information for reconciling the general ledger in an easy format.

g. Treasurer's Third Quarter Investment Report

Treasurer Schertzing reviewed the report.

Chairperson Bahar-Cook asked if the items that had matured at the end of October had just been rolled over.

Treasurer Schertzing stated yes and that occurred from time to time.

Chairperson Bahar-Cook thanked the Treasurer and the Chief Deputy Treasurer for their time.

10. Controller/Administrator's Office
    b. Discussion Item: Economic Incentive Bid Transparency

Tim Dolehanty, Controller/Administrator, reviewed the draft policy. He further stated that the County could not adopt an ordinance because it did not have the statutory authority to do so, but the Board of Commissioners could adopt a policy.

Chairperson Bahar-Cook asked Commissioner Hope what changes she presented in regards to the item.

Commissioner Hope stated that her changes were mostly in how the document was organized.

Commissioner Tennis stated that he noticed typos in the language.

Chairperson Bahar-Cook asked Mr. Njordford if he was planning on providing a letter regarding what could and could not be done in regards to the item.

Mr. Njordford stated that the concern was to make sure that nothing would cause problems for the county.

Chairperson Bahar-Cook stated that she would want to see a letter with changes.

Commissioner McGrain asked Mr. Dolehanty if there was a situation that this could apply to.

Mr. Dolehanty stated that if there was a large Brownfield project that had a proposal for large infrastructure improvements this could apply and that this proposal was developed after a previous issue.

Discussion.

Mr. Dolehanty stated that this was mostly symbolic at this point and that there were very few projects that the County would be involved in that this would apply, but that it would work more aggressively at the city and township level.

Discussion.

Commissioner Schafer stated that he did not see pre-bidding as a requirement in the draft policy.

Discussion.

Chairperson Bahar-Cook asked why the Land Bank was excluded.

Mr. Dolehanty stated that it was not his language and he did not know.

Discussion.

Commissioner Schafer asked why prevailing wage was not under labor agreements.

Chairperson Bahar-Cook stated that the County had a resolution regarding the prevailing wage.

Mr. Dolehanty clarified that it was for County projects only.

Commissioner Tennis stated that he believed there was legislature passed two years ago that prevented expansion of it.

c. Discussion Item: Pension Update

Mr. Dolehanty stated that he appreciated the opportunity and provided a brief background regarding the issue with the Michigan Employee Retirement System (MERS).

Jill Rhode, Financial Director, stated that she had worked for the City of Lansing and administered their pension. She further stated that she would tell citizens that the MERS Board made a determination that funding the pension was the municipality's number one priority. Ms. Rhode further stated that she would recommend that the County had their own pension administration board made up of employees, county administrators, and a citizen appointee.

Commissioner Schafer asked if there was any Healthcare included in the proposal.

Mr. Dolehanty stated no.

Commissioner Crenshaw asked what MERS would say if the County told them it was looking for a better source.

Mr. Dolehanty responded that they gave him a thirty slide handout on why they were the better choice.

Commissioner Crenshaw asked what the timeline for the change to take place would look like.

Mr. Dolehanty stated that with the election component it may not be until 2018.

Discussion.

Ms. Rhode stated that it would take at least a year to get to the point where the County could take it over due to the large volume of data to be collected from MERS.

Commissioner Tennis stated that public pensions were a big issue in the capital and across the country and described his frustrations associated with the issue. He further stated that he supported a change in the system, but that this particular change may be an overreaction.

Discussion.

Ms. Rhode stated that she believed that for some cities losing their revenue sharing would be more beneficial than the pension increases.

Commissioner McGrain asked if there was an insurance product to tie in and if the insurance premium would still come in less than what the County was currently paying and if there was an opportunity to develop a profit.

Chairperson Bahar-Cook stated that the Committee would like the Controller's Office to explore opportunities.

11. Human Resources
    b. Discussion of Draft Settlement Policy and Modifications to the 2016 Managerial and Confidential Employee Personnel Manual (*Closed Session*)

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS, AT 7:27 P.M. TO MOVE THE MEETING INTO CLOSED SESSION FOR THE PURPOSE OF DISCUSSING AN ATTORNEY CLIENT PRIVILEGED COMMUNICATION WITH CORPORATE COUNSEL PURSUANT TO MCL 15.268(h).

THE MOTION CARRIED UNANIMOUSLY BY ROLL-CALL VOTE. **Yeas:** Bahar-Cook, Crenshaw, Tennis, and Schafer **Nays:** None **Absent**: Anthony, Case-Naeyaert.

MOVED BY COMM. SCHAFER, SUPPORTED BY COMM. CRENSHAW, AT 7:38 P.M. TO MOVE THE MEETING BACK INTO OPEN SESSION.

THE MOTION CARRIED UNANIMOUSLY. Absent: Anthony and Case-Naeyaert.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:39 p.m.

DECEMBER 7, 2016 FINANCE AGENDA
STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

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

1a. *Drain Commissioner – Resolution Pledging Full Faith and Credit to Webberville Consolidated Drain Drainage District Bonds*

The Drain Commissioner has asked that the Board of Commissioners grant full faith and credit of Ingham County to Webberville Consolidated Drain Drainage District bonds. A pledge of full faith and credit helps to obtain a lower interest rate on the debt, resulting in lower costs for the municipalities and property owners of the drainage district who are liable to pay for the project. This drain project is necessary for the protection of the public health, and in order to provide funds to pay the costs of the project, the Drain Commissioner intends to issue the Drainage District's bonds in an amount not to exceed $7.5 million. Principal and interest payments on the Bonds will be payable from assessments to be made upon public corporations and/or benefited properties in the Special Assessment District. Approval of this pledge will not exceed limits established in the Debt Policy.

1b. *Drain Commissioner – Resolution Pledging Full Faith and Credit to Blue-Spotted Salamander Drain Drainage District Bonds*

The Drain Commissioner has asked that the Board of Commissioners grant full faith and credit of Ingham County to Blue-Spotted Salamander Drain Drainage District bonds. A pledge of full faith and credit helps to obtain a lower interest rate on the debt, resulting in lower costs for the municipalities and property owners of the drainage district who are liable to pay for the project. This drain project is necessary for the protection of the public health, and in order to provide funds to pay the costs of the project, the Drain Commissioner intends to issue the Drainage District's bonds in an amount not to exceed $1.5 million. Principal and interest payments on the Bonds will be payable from assessments to be made upon public corporations and/or benefited properties in the Special Assessment District. Approval of this pledge will not exceed limits established in the Debt Policy.

2a. *Sheriff's Office – Resolution to Purchase Ten New Tasers for the Sheriff's Office Field Services Division Using 2016 Capital Improvement Funds*

This resolution will authorize the purchase of ten new Tasers and associated equipment for the Sheriff's Office Field Services Division, which will supplement the current total and replace outdated and broken Tasers. This purchase will allow the Sheriff's Office to assign one Taser to each assigned Patrol Deputy.

2b. *Sheriff's Office – Resolution Authorizing the Ingham County Sheriff's Office to Enter an Inter-Agency Agreement with Wayne County to Rent a Minimum of 50 up to 70 Beds to the Wayne County Sheriff's Office*

This Resolution authorizes a contract with Wayne County to rent a minimum of 50 and up to 70 beds as needed, at a cost of $45.00 per day per bed, for a minimum of $821,250 and up to $1,149,750 annually, effective January 1, 2017 through December 31, 2018. This became necessary when a long term contract with the MDOC was canceled by the MDOC three days into an October 1, 2016 through September 30 , 2018 contract by exercising their 30 day option.

This action does not solve the entire 2017 budget problem.

Current 2017 budgeted revenue is $1,314,000.

100 beds X $36 per day = $3,600 per day X 365 days = $1,314,000

The range of revenue for this contract is $821,250 - $1,149,750.

50 beds X $45 per day = $2,250 per day X 365 days = $821,250

Up to 70 beds X $45 per day = $3,150 per day X 365 days = up to $1,149,750

Therefore the anticipated revenue shortfall ranges between $492,750 and $164,250.

2017 Budget Jail contract revenue $1,314,000 - Wayne County anticipated revenue ($821,250 - $1,149,750.) = Anticipated revenue shortfall of $492,750 to $164,250.

MDOC bed rental at $36 per day X 365 = $13,140 per bed.

We could balance the budget with $492,750 / $13,140 = 37.5 beds to $164,250/ $ 13,140 beds = 12.5 beds

The shortfall can be addressed with the possibility of additional MDOC rental beds we are still awaiting a definitive answer from the MDOC on this and/or budget savings by not filling a soon to be vacant Staff Services Administrator Position at the Sheriff's Office effective January 1, 2017 (annual savings is $151,283) until we know the final status of bed rental contracts.

The Controller's Office proposes to revisit this issue for further corrective budget action in the first quarter of 2017 once the landscape is clarified on the amount of beds rented from Wayne and possibility the MDOC.

3. *<u>Treasurer's Office</u> – Resolution to Transfer All Unsold Tax Reverted Properties Rejected by Local Units to the Ingham County Land Bank Fast Track Authority*

The County Treasurer asks for approval of a resolution that requests transfer of all unsold tax reverted properties to the Ingham County Land Bank Fast Track Authority. State and local units of government were offered an opportunity to purchase these properties and subsequently declined to exercise that right. The General Property Tax Act requires that a foreclosing governmental unit retain possession of such unsold properties (MCL 211.78m (7)). The Ingham County Land Bank Fast Track Authority was established to assist in the strategic disposition of tax-reverted property.

4a. *<u>Human Resources</u> – Resolution Approving a Letter of Understanding with Capitol City Labor Program, Inc. – 9-1-1 Non-Supervisory Unit Regarding Overtime and Call Taker Assignments*

Persistent staffing shortages at the 9-1-1 Dispatch Center requires that employees volunteer for some overtime assignment and other overtime assignments being mandated in accordance with minimum required staffing levels. The Union raised the issue of forced overtime caused by a staffing shortage during a holiday at a recent negotiation session. In an effort to help improve the morale of employees forced to work on holidays that were previously scheduled off, the Union suggested offering double-time pay for such hours worked. The Human Resources Director and 9-1-1 Dispatch Director recommend approval of a letter of understanding with the Union to allow the revised pay rate as described. Funding for this change will be allocated from the 9-1-1 fund.

4b. *Human Resources – Resolution Approving Modifications to the 2017 Managerial and Confidential Employee Personnel Manual*

The Human Resources Department recommends approval of a resolution to amend the Managerial and Confidential Employee Personnel Manual, effective January 1, 2017 through December 31, 2017. Changes include modification to 10 sections intended to clarify certain personnel practices, reconcile language with other standing policies, and recognition of a 1% increase in wages.

5a. *Board of Commissioners – Resolution Authorizing Commissioner Compensation for 2017 and 2018*

The proposed resolution would establish Commissioners' compensation rates for the term beginning on January 1, 2017.

5b. *Board of Commissioners – Resolution Approving Annual 2017 Compensation for Non-Judicial Countywide Elected Officials*

Compensation schedules included in the Managerial/Confidential Personnel Manual were increased by a rate of one percent for 2017. The proposed resolution would provide a similar increase in wages paid to the County Clerk, Drain Commissioner, Prosecuting Attorney, Register of Deeds, Sheriff, and Treasurer.

6. *Circuit Court/Family Division – Resolution Authorizing Entering into a Contract with Peckham Inc. for Peckham Footprints Group Home*

This Resolution authorizes entering into a continuation contract with Peckham Inc. to operate the Peckham Footprints Group Home program in the amount of $460,738 (a 3% increase) as approved in the 2017 Budget for the time period of October 1, 2016 through September 30, 2017.

The Peckham Footprints Group Home provides shelter as well as cognitive behavior treatment and intervention for adolescent females who are under the jurisdiction of the Family Division of the Circuit Court for delinquency and truancy issues. The average length of stay in this structured environment is 6 to 9 months.

Funds are available for this purpose in the 2016/17 Child Care Fund budget (see attached memo for details).

7. *Circuit Court/Friend of the Court – Resolution to Authorize the Purchase of Five OnBase Named User Client and Workflow Licenses for the Friend of the Court Imaging System from Imagesoft, Inc.*

This Resolution authorizes entering into a contract with Imagesoft, Inc. at a cost not to exceed $7,800 for the purchase of five additional named user client and workflow licenses. The quote is reflective of a $650 discount (total of $7,150) if a Statement of Work is signed by December 16, 2016. If the Statement of Work is signed after that date the price will be $7,800.

Funds are available within the 2016/17 FOC CRP budget for this purpose (see attached memo for details).

8a. *Community Corrections Advisory Board – Resolution Authorizing the Community Corrections Advisory Board (CCAB) to Continue a Contract for Staff Consultant Services For FY 2017*

This Resolution authorizes entering into a continuation contract with Westaff for CCAB Staff Consultant services from January 1, 2017 through December 31, 2017 in an amount not to exceed $46,686. Contract funds are available for this purpose within the 2017 approved Community Corrections budget (see attached memo for details).

8b. *Community Corrections Advisory – Resolution to Authorize Entering into a Contract with Alcohol Drug Administrative Monitoring Inc. for Drug Testing and Breathalyzer Services*

This Resolution authorizes entering into a contract renewal with Alcohol Drug Administrative Monitoring, Inc. for drug and breathalyzer testing services for the period of January 1, 2017 through December 31, 2017 with automatic renewal for one year thereafter not to extend beyond the 31st day of December, 2018. Clients pay the fee for these services and if grant eligible they can be reimbursed through the Circuit Court Swift and Sure Sanctions Probation Program (SSSPP) and Mental Health Court. An RFP process was conducted prior to this recommendation being made (see attached memo for details).

9. *Facilities – Resolution Awarding a Contract to Myers Plumbing & Heating to Provide HVAC Preventative Maintenance Services Six (6) Times per Year at Thirteen (13) 9-1-1 Tower Sites*

This Resolution authorizes awarding a contract to Myers Plumbing & Heating, Inc. to provide HVAC Preventative Maintenance services six (6) times per year at thirteen (13) 9-1-1 tower sites at an annual cost of $46,425. Sufficient 9-1-1 funds are available in the budget for this purpose. Myers Plumbing & Heating, Inc. was selected after a bidding process (see attached memo for details).

10. *Probate Court – Resolution Authorizing Contracts with Attorneys for Service on Mental Illness and General Probate Matters*

This Resolution authorizes entering a contract with attorney Michael Staake for providing representation in involuntary mental illness attorney services up to $10,609 for the time period of January 1, 2017 through December 31, 2017.

It also authorizes entering into continuation contracts (3% increases) with attorneys Robert Refior and Elias Kafantaris for providing representation in general Probate matters up to $18,035 as well as respondent guardian ad litem (GAL) attorney services up to $76,385 for the time period of January 1, 2017 through December 31, 2017.

Funds are contained within the 2017 Probate Court budget for this purpose (see attached memo for details).

11a. *Health Department – Resolution Amending Resolution #16-425 to Authorize the Fourth Year of the Americorps VISTA Grant Cycle for 2016-2017*

This resolution amends resolution #16-425 that authorized the fourth year of the Americorps VISTA grant cycle. The attached resolution reflects the amended budget in which the total cash contributions from the 15 external AmeriCorps VISTA Cost Share sites requirement is $100,510 rather than the $84,043 reflected in Resolution #16-425. This change does not result in any additional cost to Ingham County.

11b. *Health Department – Resolution Authorizing the Conversion of a Community Health Representative IV Position to a Coding Specialist Position*

This resolution authorizes the conversion of a vacant Community Health Representative IV position (UAW F) to a Coding Specialist position (UAW G). The proposed conversion is anticipated to cost an additional $8,500 per year based on step 5 personnel cost comparisons. The additional costs will be absorbed by the expected vacancies within the Billing & Reporting Unit. The proposed conversion will allow improvements in medical charts/records audits for coding compliance to Federal & State regulations and guidelines.

11c. *Health Department – Resolution Authorizing a Shift Differential for Ingham County Health Department Jail Nurses During Work Hours of 6:30 pm to 6:30 am*

This resolution reinstates a shift differential for Ingham County Health Department Jail Nurses which would allow for a premium of $1.00 above straight-time rates for all normal hours worked from 6:30 PM – 11:59 PM and a premium of $2.00 above straight-time rates for all normal hours worked from 12:00 AM to 6:30 AM. ICHD Jail Nurses work shifts that provide coverage into the evening and overnight hours. Currently budgeted salaries and wages for ICHD Jail Health Services is sufficient to cover this additional shift premium.

11d. *Health Department – Resolution Authorizing a FY 2017 Agreement with Capital Area Community Services, Inc. for Head Start Evaluations*

This resolution authorizes an agreement with Capital Area Community Services, who will compensate OYC up to $15,600 to provide implementation and evaluation support for Head Start services for the period of October 1, 2016 through July 31, 2017.

11e. *Health Department – Resolution Authorizing a Lease and Pharmacy Agreement with Cardinal Health 132, LLC*

This resolution authorizes an agreement with Cardinal Health 132, LLC to lease space within Forest Community Health Center at the rate of $1 per year, for the purpose of operating a 340B pharmacy for the period of November 1, 2016 through October 31, 2021 with an additional agreement establishing Cardinal Health's per prescription fee and minimum monthly prescription volume.

11f. *Health Department – Resolution Authorizing a Great Start Agreement with the Midland County Educational Services Agency and 0.25 FTE Increase of Position #601490*

This resolution authorizes an agreement with Midland County Educational Services Agency (MCESA) for the Office for Young Children (OYC) to serve as the Central Resource Center for the Great Start to Quality Program, in an amount not to exceed $468,836.73, for the period of October 1, 2016 through September 30, 2017. The resolution also authorizes a 0.25 FTE increase to position #601490 for the duration of the MDHHS Safe Sleep grant which was authorized by Resolution #16-339. The increase costs for the increase in position #601490 will be covered by the grant.

11g. *Health Department – Resolution Authorizing a Reorganization of the Health Department's Staff and Administrative Structure*

This resolution authorizes the following changes to the Health Department's Staff and Administrative Structure:

Position #601245 Clinical Services Manager-MCF 10 changes to Clinical Services Supervisor-MCF 11;
Position #601079 Compliance Manager-MCF 11 changes to Strategic Projects and Implementation Manager-MCF 11;
Position #601135 Assistant Deputy Health Officer-MCF 10 changes to Deputy Health Officer-Administration MCF 14;
Position #601054 Systems Analyst-ICEA Pro 9 changes to IT Coordinator-ICEA Pro 9

Two position changes in the reorganization will result in financial impact. Position #601245 Clinical Services Supervisor MCF-10 changes to Clinical Services Manager MCF-11 with a projected increase of $4,753 for FY 17. Position #601135 Assistant Deputy Health Officer MCF-10 changes to Deputy Health Officer-Administration MCF-14 with a projected increase of $11,192 for FY 17. All other position changes are budget neutral.

ICHD is holding vacant a position (601481, Healthy Start Project Specialist) in the Healthy Start grant which will result in unexpended grant dollars at the end of the grant cycle. Presently, the grant is not paying for indirect costs associated with the grant. The unexpended grant dollars can be used to pay for indirect costs thus freeing up general fund dollars to pay for the reorganization. The Federal government allows a 10% de minis rate to cover indirect costs.

11h. <u>Health Department</u> – *Resolution Amending Resolution #16-309 with NEC Networks, LLC DBA Capture RX, for 340B Prescription Third Party Administrator and Resolution #16-310 to Walgreen Company for 340B Prescription Drug Services to Include McKesson Corporation as 340B Drug Wholesaler*

This resolution authorizes an agreement with McKesson Corporation as a 340b drug wholesaler for CaptureRX and Walgreens Company. Also as part of the agreement McKesson Corporation will require ICHD to complete a customer credit application and bank account EFT authorization.

12a. <u>Economic Development</u> – *Resolution Approving Ingham County's Participation in the Lansing Regional Brownfield Coalition for the Purpose of Submitting an Application to the United States Environmental Protection Agency for a Brownfield Assessment Grant*

In order to accept an assessment grant of $600,000, the EPA requires approval of a Memorandum of Agreement (MOA) between all members of the Lansing Regional Brownfield Coalition and the City of Lansing Brownfield Redevelopment Authority (acting as "Lead Member"). A similar resolution was approved in 2015 (Resolution 15-336) resulting in an award of $600,000 to the Coalition. The Economic Development Department recommends approval of a resolution to authorize execution of such an agreement.

12b. <u>Economic Development</u> – *Resolution Approving the Ingham County Brownfield Authority Brownfield Plan for the Elevation at Okemos Pointe 2360 Jolly Road (Portion); 2398 Jolly Road (Portion); 2350 Jolly Oak Road; 2362 Jolly Oak Road; Jolly Oak Road (Portion)Okemos, Meridian Charter Township, Michigan*

The Ingham County Brownfield Authority (ICBA) recommended approval of a brownfield plan for the Elevation at Okemos Pointe development located in Meridian Township. The Board of Commissioners held a public hearing on the plan on December 13. Elevation at Okemos Pointe proposes to redevelop 37.29 acres over six eligible parcels in Meridian Township. This proposed development is a mixed-use project that includes 166 apartment units and 6,214 gross square feet of commercial space. Phases II and III consist of 232 additional apartments and the renovation of an existing 20,000 gross square feet metal structure into a community market and food innovation district with community function space. The Plan includes a 25% pass through of taxes

during each year of the capture period. Each taxing jurisdiction will receive 25% of the taxes created by the increment, and 75% will be used to reimburse the developer. Based on estimated taxable values when completed the capture period is approximately 11 years. The Economic Development Department seeks Board approval of this project.

13a. *Innovation and Technology – Resolution to Approve the Contract for Renewing CourtView Support Services*

CourtView software is used in various criminal justice areas including our Courts and Prosecuting Attorney's office. The annual maintenance agreement to maintain the application, receive support, and receive needed software updates will expire on December 31. A support agreement has been purchased every year since Ingham County first owned the application. Last year's total maintenance cost was $149,232.00. The total cost proposed by CourtView for 2017 is $150,575.00, a 1% increase. The Chief Information Officer recommends approval of this contract renewal.

13b. *Innovation and Technology – Resolution to Approve the Renewal of the Microsoft Enterprise Agreement through CDWG*

The Innovation and Technology Department seeks to renew software licensing through the Microsoft Enterprise Agreement at an annual cost not to exceed $370,000 for the first three years, with an option to add additional years. The current agreement will expire on January 31, 2017. CDWG was awarded the State of Michigan's MCT contract and therefore has quoted this renewal under the State of Michigan MiDeal contract to provide the highest possible discount. Costs will be paid through the Network fund. This action will assure proper licensing of Microsoft products utilized by Ingham County.

14. *Road Department – Resolution to Retain MDEQ Scrap Tire Market Development – Devulcanized Rubber Modified Warm Mix Asphalt Pavement Project Testing and Research Services with Michigan State University*

Michigan State University (MSU) entered into an agreement with MDEQ to research and develop the de-vulcanized rubber modified warm mix asphalt mixtures and to be the prime recipient of the MDEQ grant funds. In turn, MSU wishes to subcontract with Ingham County to implement field trial of the warm mix asphalt mixture. Road Department officials understand that the warm mix asphalt mixture is expected to provide enhanced performance and longevity to the warm mix asphalt material. For these reasons, the Road Department recommends entering into a revised subcontract with Michigan State University. MDEQ grant funds available for this purpose total $462,311. Road Department officials anticipate that the de-vulcanized rubber modified warm mix asphalt mixtures test sections will be constructed along Holt Road between Depot Street and US-127.

15. *Parks Department – Resolution Authorizing Entering Into a Contract with Spicer Group, Inc. to Provide Consulting Services to and Assist the Ingham County Parks Staff with the Delivery of Certain Millage Related Items*

A Request for Proposal (RFP) was issued in July in an attempt to identify a consultant to assist Parks Department staff with the Trails and Park Millage. Following Park Commission approval of a reduced scope of services, the Parks Director entered into negotiations with Spicer Group, Inc. to determine a final cost for needed services. The recommended professional services agreement would cover a two-year period at a cost not to exceed $192,846.74 and would include a two-year renewal option. The cost savings from the reduced scope of work amounted to $52,773.26. The Parks Commission recommended approval of the proposed resolution.

16a. *<u>Farmland and Open Space Preservation Board</u> – Resolution Approving Proceeding to Close Permanent Conservation Easement Deed on the Sheridan, Miedema, and Lovette Properties*

In accordance with provisions of the Farmland and Open Space Preservation (FOSP) Ordinance, the FOSP Board scored and ranked the applications based on the approved selection criteria. After nearly two years, the FOSP Board recommends closing on the Sheridan, Miedema, and Lovette properties. The FOSP Board concluded it would be best to withdraw these properties from the Federal Agriculture Conservation Easement Program because the federal match would be minimal and does not justify the rigorous federal approval process. Therefore, the Miedema and Lovette properties will be closing with 100% local funds, and the Sheridan property will include a landowner contribution of $3,000.

16b. *<u>Farmland and Open Space Preservation Board</u> – Resolution Approving the Ranking of the 2016 Farmland and Open Space Preservation Programs Application Cycle Ranking and Recommendation to Purchase Permanent Conservation Easement Deeds in the Top Ranked Properties*

The Farmland and Open Space Preservation Board seeks approval of the 2016 application cycle ranking which establishes a priority for the top applications. The Purchasing Department is responsible for negotiating prices with landowners for the purchase of conservation easements. Consideration of ranked applications will conform to provisions of the Ingham County Purchasing Policy bid process in negotiation of easement values. Future costs associated with proceeding with negotiations on the top scoring farms include property appraisal, survey, title commitment, and insurance costs. Those costs are included in the 2017 budget.

17a. *<u>Controller/Administrator's Office</u> – Resolution Approving Various Contracts for the 2017 Budget Year*

This resolution will approve the attached list of contracts for the 2017 budget year. The list consists only of contracts that are included in the 2017 Adopted Budget. If a contract later exceeds the budgeted amount, a resolution will need to be brought before the Board of Commissioners approving the increased amount. In addition, a separate Board resolution will be required if there is a change in employee status or increase in the total number of employees.

The county contract approval process, as amended by Resolution #09-095, provides that any contract over $5,000 must be approved by the Board of Commissioners.

Based on Resolution #16-443, the Budget Office will be using the Consumer Price Index's Annual Inflation rate (0.9% for 2017) or 1%, whichever is greater to determine if the contract falls within the Board of Commissioners' Guidelines. Expenditure contracts with a 2017 increase of 1% or less are the only ones included in this resolution. All others will have to be presented separately by resolution (see attached memo for details).

17b. *<u>Controller/Administrator's Office</u> – Resolution Authorizing the Controller to Make Year End Budget Adjustments*

This resolution authorizes the County Controller, as part of the year end budgeting process, to make any necessary transfers among all budgeted funds, activities, and line items in order to comply with Public Act 621 (Uniform Budgeting & Accounting Act), and to balance the 2016 Budget. The General Fund budget will be adjusted to the amount of $82,862,858 for the fourth quarter of 2016.

The quarterly budget amendment process as authorized by the Board of Commissioners is necessary to make adjustments to the adopted budget. Usually, adjustments are made as a result of updated revenue and expenditure projections, grant revenues, re-appropriations, accounting and contractual changes, and general housekeeping issues.

Detail of the the recommended adjustments to the Ingham County budget for the fourth quarter of fiscal year 2016 are attached. The total decrease to the General Fund is $145,450. These adjustments will deplete the 2016 Contingency fund (see attached memo for details).

OTHER ITEMS:

5c. *Board of Commissioners – Resolution Authorizing Termination of the Contract with Hay Group for the Comprehensive Countywide Compensation and Classification Study*

A resolution is offered to terminate the agreement with Hay Group without cause in accordance with the eighteenth section of the Agreement. Hay Group would receive compensation for services performed up to the effective date of the termination as set forth in the second and third section of the Agreement.

The Controller does not support termination of the Agreement because all work performed under the contract is consistent with terms of the Agreement, and the contractor has not committed any other infraction that would otherwise warrant termination.

Agenda Item 1a

Memo to County Services Committee and Finance Committee

From: Patrick E. Lindemann, Ingham County Drain Commissioner

Re: Webberville Consolidated Drain Maintenance and Improvement Project

November 18, 2016

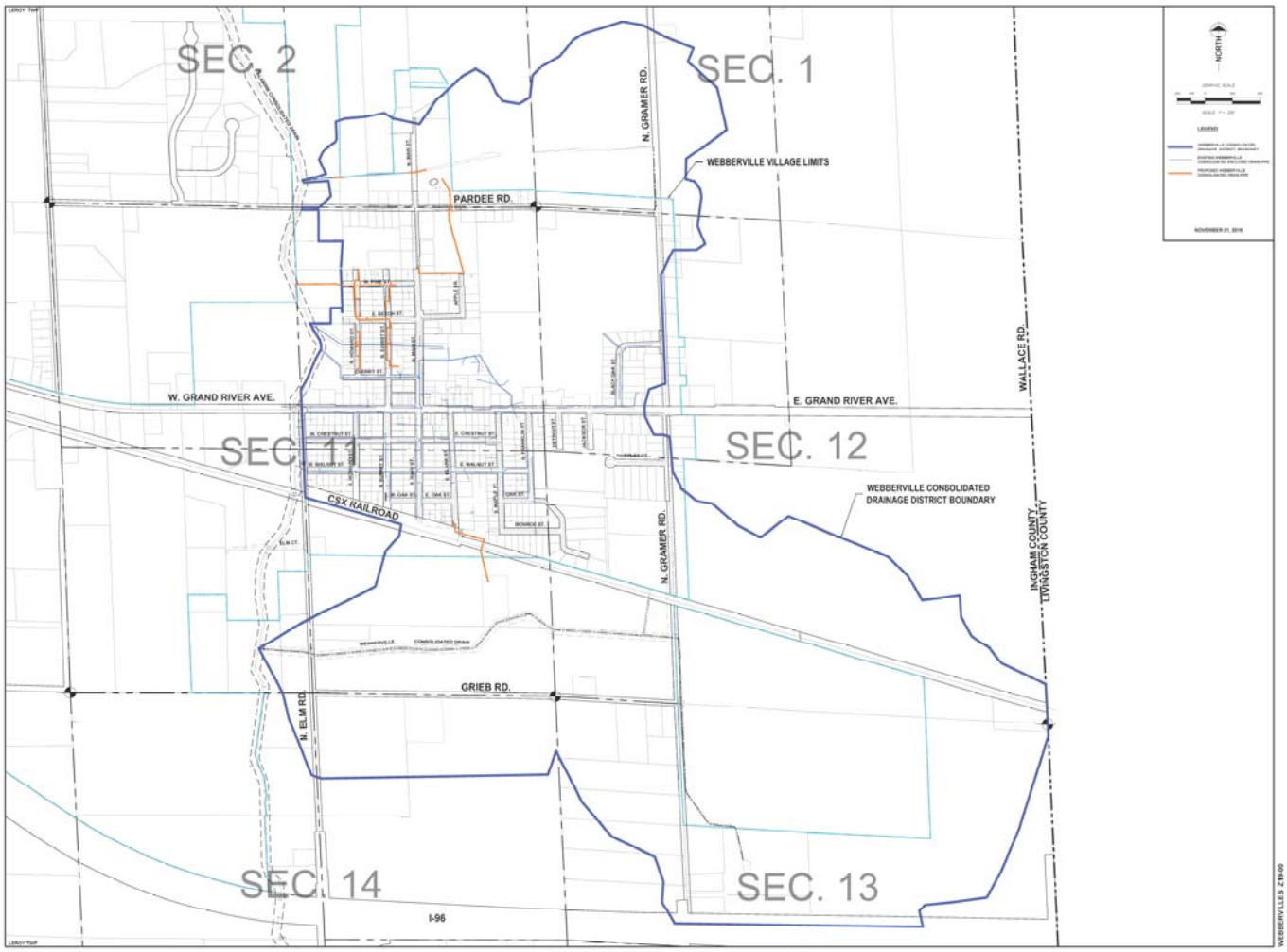
I am requesting that the Board of Commissioners grant full faith and credit of the County for the bonds that will finance the Webberville Consolidated Drain Maintenance and Improvement Project. Such action is customary because it provides the bond holder an important level of security for the bonds. This bond issue is being sold through the Rural Development program of the United States Department of Agriculture. Rural Development offers lower than market rates of interest and more flexible terms for the bond issue thus lowering costs for the municipalities and property owners of the Drainage District who are liable to pay for benefit of the project. For your information, the municipalities with benefit at-large for this Project include the Village of Webberville, the Township of Leroy, the Michigan Department of Transportation, and the County of Ingham. There are 560 properties and 1042 acres (495 acres in the Village of Webberville and 547 acres in the Township of Leroy) within the Webberville Consolidated Drain Drainage District (please see the attached map for the location of the Webberville Consolidated Drain and Drainage District).

The Webberville Consolidated Drain Maintenance and Improvement Project results from a January 7, 2014 petition submitted by Leroy Township to consolidate three drains (Monroe and Leach Drain, Webberville Drain, and Webberville #2 Drain), and their drainage districts, into one drain and one drainage district in order to provide for a more efficient and cost-effective administration, maintenance, and improvement of the drainage. Leroy Township also petitioned for this new consolidated drain, the Webberville Consolidated Drain, to be maintained and improved to address the longstanding flooding and drainage problems within the District. On April 1, 2014, the petition was found necessary by a statutory Board of Determination. The proposed project includes the installation of 1.4 miles of enclosed storm drains and bioretention swales; 64 new drainage structures; 0.5 lane mile of street improvements, including over 1050 linear feet of curb and gutter; 2 new detention basins; 3 replacement culverts (including a new lengthened 84-inch diameter culvert under Ingham County's N. Elm Road); boring and jacking of new pipe under the CSX railroad; and the clearing and removal of sediment and debris from open sections of drain (formerly known as the Monroe and Leach Drain).

The Project design engineering is complete, and the Project bids will be opened January 4, 2017. While I will not have a final cost for the Project until the bids are opened and the total computation of cost is prepared, my consulting engineers and financial advisors are comfortable with the amount of $7.5 million as a "not-to-exceed" figure. Project construction is expected to commence in Winter, 2017 and be completed by Summer, 2018.

The Project bid documents contain contract requirements for nondiscrimination and prevailing wage, all pursuant to my adopted policies and consistent with the Board of Commissioners' resolutions.

I plan on attending your Committee meetings on December 6th and December 7th to answer questions. Thank you for consideration of my request. It is an honor and privilege to serve the citizens, businesses, and municipalities of Ingham County.



WEBBERVILLE CONSOLIDATED DRAIN DISTRICT MAP

Lockwood, Andrews & Newnam, Inc.
A LEO A DALY COMPANY

November 17, 2016

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

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

Dear Mr. Lindemann,

This letter is a summary analysis of SEVs for the Webberville Consolidated Drain Drainage District. The following percentages are estimates and are based on analyses of the total SEV of Leroy Township and Ingham County. The SEV value for the lands in the special assessment district is based on the individual SEVs taken from the most current 2015 property tax records found on the www.inghamcounty.com web site. The SEV values for the lands in the special assessment district are based on the SEV of the entire parcel for each parcel that is a part of the special assessment district, regardless of whether the entire parcel is in the district, or just a portion.

The SEVs used for municipalities are from the published 2015 equalization report available at: http://eq.ingham.org/Portals/DP/2015%20Equalization%20Report%20For%20Web.pdf
The requested full faith and credit amount is $7,500,000. The total SEV for all of Leroy Township is $127,158,900. The estimated SEV for the lands within the special assessment district is $22,380,402. Additionally, the total SEV for all of Ingham County is $7,307,765,420. Using these numbers, the following relationships are realized:

Full Faith & Credit Amount = $7,500,000			
Estimated SEV of the lands in the special assessment district	**$22,380,402**	**Percent of requested full faith and credit as a ratio of the total SEV of the lands in the special assessment district.**	**33.5%**
Leroy Township 2015 SEV	**$127,158,900**	**Percent of requested full faith and credit as a ratio of the total SEV of the lands in the Leroy Township.**	**5.9%**
Ingham County 2015 SEV	**$7,307,765,420**	**Percent of requested full faith and credit as a ratio of the total SEV of the lands in the County of Ingham.**	**0.10%**

Please contact our office at (517) 819-2367 with any questions or concerns.

Sincerely,
Lockwood, Andrews & Newnam, Inc.

Samir F. Matta, PE

cc: Carla Clos – Administrative Chief Deputy Drain Commissioner

Agenda Item 1a

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION PLEDGING FULL FAITH AND CREDIT TO WEBBERVILLE CONSOLIDATED DRAIN DRAINAGE DISTRICT BONDS

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

WHEREAS, the Project is necessary for the protection of the public health, and in order to provide funds to pay the costs of the Project, the Drain Commissioner intends to issue the Drainage District's bonds (the "Bonds") in an amount not to exceed $7,500,000 pursuant to the Act; and

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

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

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

THEREFORE BE IT RESOLVED as follows:

1. The County pledges its full faith and credit for the prompt payment of the principal of and interest on the Bonds in a par amount not to exceed $7,500,000. The County shall immediately advance sufficient moneys from County funds, as a first budget obligation, to pay the principal of and interest on any of the Bonds should the Drainage District fail to pay such amounts when due. The County shall, if necessary, levy a tax on all taxable property in the County, to the extent other available funds are insufficient to pay the principal of and interest on the Bonds when due.

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

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

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

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

Agenda Item 1b

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION PLEDGING FULL FAITH AND CREDIT TO BLUE-SPOTTED SALAMANDER DRAIN DRAINAGE DISTRICT BONDS

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

WHEREAS, the Project is necessary for the protection of the public health, and in order to provide funds to pay the costs of the Project, the Drain Commissioner intends to issue the Drainage District's bonds (the "Bonds") in an amount not to exceed $1,500,000.00 pursuant to the Act; and

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

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

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

THEREFORE BE IT RESOLVED as follows:

1. The County pledges its full faith and credit for the prompt payment of the principal of and interest on the Bonds in a par amount not to exceed $1,500,000.00. The County shall immediately advance sufficient moneys from County funds, as a first budget obligation, to pay the principal of and interest on any of the Bonds should the Drainage District fail to pay such amounts when due. The County shall, if necessary, levy a tax on all taxable property in the County, to the extent other available funds are insufficient to pay the principal of and interest on the Bonds when due.

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

3. The Chairperson of the Board, the County Administrator, the County Clerk, the County Treasurer and any other official of the County, or any one or more of them ("Authorized Officers"), are authorized and directed to take all actions necessary or desirable for the issuance of the Bonds and to execute any documents or certificates necessary to complete the issuance of the Bonds, including, but not limited to, any applications including the Michigan Department of Treasury, Application for State Treasurer's Approval to

Issue Long-Term Securities, any waivers, certificates, receipts, orders, agreements, instruments, and any certificates relating to federal or state securities laws, rules, or regulations and to participate in the preparation of a preliminary official statement and a final official statement for the Bonds and to sign such documents and give any approvals necessary therefore.

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

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

Agenda Item 2a

TO: Law & Courts Committee
Finance Committee

FROM: Major Maatman, Field & Staff Services Administrator

DATE: Oct 24, 2016

RE: RESOLUTION TO PURCHASE NEW TASERS FOR THE SHERIFF'S OFFICE FIELD SERVICES DIVISION USING 2016 CAPITAL IMPROVEMENT FUNDS.

This resolution is for the approval to purchase Ten (10) new Tasers and associated equipment for the Sheriff's Office Field Services Division, using 2016 Capital Improvement funds.

Specifically, these Ten (10) new Tasers and their associated equipment will supplement the total number of Tasers the Sheriff's Office has for Field Services, as well as replace outdated and broken Tasers already assigned to patrol operation. The goal in this purchase is to have enough Tasers to assign one to each assigned Patrol Deputy. Currently each deputy checks out a Taser when they come to work. Assigning a single Taser to each Deputy will quicken daily prep time as well as better account for operation of the equipment. Tasers are an important officer safety issue which protects not only the deputies but, citizens and inmates from injury. The use of Tasers also limits county liability and is fully supported by our insurance carrier MMRMA.

Taser Corporation is a single source company.

Agenda Item 2a

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO PURCHASE TEN NEW TASERS FOR THE SHERIFF'S OFFICE FIELD SERVICES DIVISION USING 2016 CAPITAL IMPROVEMENT FUNDS

WHEREAS, the Ingham County Sheriff's Office is responsible for police patrols for Ingham County; and

WHEREAS, MMRMA the county insurance carrier fully supports their clients obtaining Tasers as a tool to maintain safe and secure operations in daily police patrols; and

WHEREAS, Deputies properly equipment and trained with functional, up to date Tasers have greatly limited use of force complaints, deadly force situations and legal issues since the initial release of these police tools; and

WHEREAS, the Sheriff's Office has determined the need to purchase Ten (1O) new Tasers and associated Taser equipment to replace old, outdated and broken Tasers to our Field Services Division; and

WHEREAS, the purchase order also includes needed updated holsters, batteries and cartridges for deployment and certification training; and

WHEREAS, Taser Corporation is a single source company for this equipment; and

WHEREAS, the total expenditure for this proposal is not to exceed $11,000.00.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes the Sheriff's Office to purchase Ten (10) Tasers and associated equipment from Taser International for a total not to exceed $11,000 from the 2016 CIP budget.

BE IT FURTHER RESOLVED, that the Administrator /Controller is directed to make the necessary adjustments to the 2016 Sheriff's Office budget.

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

Agenda Item 2b

TO: Law & Courts and Finance Committees

FROM: Major Sam L. Davis

DATE: November 17, 2016

RE: Inter- Governmental Agreement between Wayne and Ingham County

Commissioners,

This resolution will authorize Ingham County and the Ingham County Sheriff's Office to enter into a contract with Wayne County to rent a minimum of 50 and up to 70 beds at a cost of $45.00 per day per bed for two years effective January 1, 2017 through January 1, 2019.

The funds received by the county for leasing these contractual beds are used to reduce the general fund cost of operating the jail

Financial Implications:

2017 Annual Revenue for this contract.
50 beds X $45 per day = $2,250 per day X 365 days = $821,250

Up to 70 beds X $45 per day = $3,150 per day X 365 days = up to $1,149,750

The revenue anticipated from renting 100 beds from the Michigan Department of Corrections (MDOC) was budgeted at $ 1,314,000 in the 2017 budget.

100 beds X $36 per day = $3,600 per day X 365 days = $1,314,000

As of this date, we are still awaiting a final decision by the MDOC on the rental of up to 70 beds after they canceled our initial contract for 100 beds. (See attached letter) If we are successful, we would rent additional beds to them to make up any shortfalls in the 2017 budgeted revenue of $1,314,000.

I recommend your approval.

Agenda Item 2b

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE INGHAM COUNTY SHERIFF'S OFFICE TO ENTER AN INTER-AGENCY AGREEMENT WITH WAYNE COUNTY TO RENT A MINIMUM OF 50 UP TO 70 BEDS TO THE WAYNE COUNTY SHERIFF'S OFFICE

WHEREAS, the Ingham County Jail (Jail) has an established design rated capacity of 665 beds, (511 beds are currently utilized due to the previous closure of Post 3, 6, and 7) which includes 472 County beds (412 County beds are being utilized as a result of the previous closures) and 100 contractual beds; and

WHEREAS, the funds received by the County for leasing the contractual beds are used to reduce the general fund cost of operating the Jail; and

WHEREAS, the Ingham County Sheriff's Office has negotiated an agreement to rent a minimum of 50 and up to 70 beds as needed at a cost of $45.00 per day per bed, up to but not to exceed $1,149,750 effective January 1, 2017 through January 1, 2019; and

WHEREAS, the revenue to be received from the renting of the 50 beds, which is anticipated to be $821,250 is in the 2017 budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into contract with Wayne County to rent a minimum of 50 and up to 70 beds as needed, at a cost of $45.00 per day per bed, for a minimum of $821,250 and up to $1,149,750 annually, effective January 1, 2017 through December 31, 2018.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson and the Sheriff to sign all necessary contract documents consistent with this resolution upon review and approval as to form by the County Attorney.

Agenda Item 3

TO: Finance and County Services Liaison Committees

FROM: Eric Schertzing

DATE: November 16, 2016

SUBJECT: Resolution to Transfer All Unsold Tax Reverted Properties Rejected by Local Units to the Ingham County Land Bank Fast Track Authority

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Attached for your consideration is a proposed resolution to request Ingham County to transfer all unsold tax reverted properties which have been rejected by local units of government to the Ingham County Land Bank Fast Track Authority.

Under Public Act 123 of 1999, MCL 211.78m (7), "If property not previously sold is not transferred to the city, village, or township in which the property is located under subsection (6), the foreclosing governmental unit shall retain possession of that property."

The Ingham County Land Bank Fast Track Authority was established to assist in the strategic disposition of tax reverted property and local units are encouraged to object so the parcels stay with the County for disposition by the Land Bank.

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

Agenda Item 3

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO TRANSFER ALL UNSOLD TAX REVERTED PROPERTIES REJECTED BY LOCAL UNITS TO THE INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY

WHEREAS, the Land Bank Fast Track Act, 2003 PA 258, being MCL 124.751 *et seq*., ("the Act") establishes the State Land Bank Fast Track Authority; and

WHEREAS, the Ingham County Treasurer, with the Ingham County Board of Commissioners' approval, has entered into an intergovernmental agreement with the State Land Bank Fast Track Authority under the Act to form an Ingham County Land Bank Fast Track Authority; and

WHEREAS, tax reverted property not previously sold by the Ingham County Treasurer, acting as the foreclosing governmental unit (FGU), shall be transferred to the city, village, or township in which the property is located, except those parcels of property to which the city, village or township has objected to in accordance with 1999 PA 123, MCL 211.78M(6); and

WHEREAS, parcels rejected by a city, village or township become the property of Ingham County; and

WHEREAS, the Land Bank was established to assist in the strategic disposition of tax reverted property; and

WHEREAS, local units are encouraged to object so the parcels stay with the County for disposition by the Land Bank.

THEREFORE BE IT RESOLVED, that the County Board of Commissioners authorizes the Controller/Administrator to take appropriate action to transfer all rejected property to the Land Bank.

BE IT FURTHER RESOLVED, that this Resolution shall be renewed annually.

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

2016 Tax Foreclosures
Subject to Local Unit Rejection

33-01-01-03-101-091

LOT 73 WOODLAWN SUB

Property Address: SANFORD AVE LANSING MI

33-01-01-03-378-051

LOT 143 PARK MANOR HEIGHTS

Property Address: 2324 COMMONWEALTH AVE LANSING MI

33-01-01-04-109-101

LOTS 53 & 54 IDEAL HOMESITES

Property Address: 622 CARRIER ST LANSING MI

33-01-01-04-276-081

LOT 46 SUPERVISORS PLAT OF COMMUNITY HOME SITES

Property Address: 541 E PAULSON ST LANSING MI

33-01-01-04-301-141

N 75 FT OF S 335 FT LOT 15 & N 50 FT OF S 335 FT LOT 16 ASSESSORS PLAT NO 34
REC L 11 P 15

Property Address: 2703 TAYLOR ST LANSING MI

33-01-01-04-328-231

LOT 53 ASSESSORS PLAT NO 45

Property Address: TURNER ST LANSING MI

33-01-01-04-426-592

COM 793 FT W OF E 1/4 POST, TH N 12.75 FT TO S LINE CHILSON AVE, W 50 FT, S
179.75 FT, E 50 FT, N 167 FT TO BEG; SEC 4 T4N R2W

Property Address: 426 CHILSON AVE LANSING MI

33-01-01-05-427-041

LOT 5 ASSESSORS PLAT NO 57

Property Address: 2730 N M L KING JR BLVD LANSING MI

33-01-01-05-451-021

W 140.7 FT, S 23DEG 44MIN W 272.45 FT TO N BANK OF GRAND RIVER, S 64DEG 16MIN E 161.55 FT
ALONG SAID BANK, N 21DEG 34MIN E 284 FT TO SAID S R/W LINE, N 68DEG 26MIN W 10.13 FT TO BEG;
SEC 5 T4N R2W

Property Address: N GRAND RIVER AVE LANSING MI

33-01-01-05-451-031

COM ON S'LY LINE OF 100 FT R/W GRAND RIVER AVE S 68DEG 26MIN E 10.13 FT FROM INTERSECTIONR2W
WITH N&S 1/4 LINE, TH S 68DEG 26MIN E 270 FT, S 21DEG 34MIN W 397.6 FT TO N BANK GRAND RIVER,
N 45DEG 37MIN W 292.9 FT ALONG SAID BANK, N 21DEG 34MIN E 284 FT TO BEG; SEC 5 T4N

Property Address: N GRAND RIVER AVE LANSING MI

33-01-01-06-131-035

LOT 237 WESTMONT SUB

Property Address: ALFRED AVE LANSING MI

33-01-01-08-201-571

W 32 FT OF E 70.25 FT LOT 1 ASSESSORS PLAT NO 12

Property Address: 1217 MUSKEGON AVE LANSING MI

33-01-01-08-282-051

S 26 FT LOT 130 & N 17 FT LOT 129 KNOLLWOOD PARK

Property Address: ROOSEVELT AVE LANSING MI

33-01-01-08-378-251

LOT 22 BLOCK 2 DAYTONS ADD

Property Address: 817 N JENISON AVE LANSING MI

33-01-01-08-406-161

LOT 29 BUNGALOW HOME ADD

Property Address: 1123 THEODORE ST LANSING MI

33-01-01-08-408-071

LOT 162, N 15 FT LOT 163 & S 20 FT LOT 161 CHARLES KUDNERS SUB

Property Address: 1003 WESTMORELAND AVE LANSING MI

33-01-01-08-479-011

W 110 FT OF N 16.31 FT LOT 128 & W 110 FT OF S 16.69 FT LOT 129 ENGLEWOOD PARK ADD

Property Address: 922 CHICAGO AVE LANSING MI

33-01-01-08-482-191

N 34 FT LOT 106 ENGLEWOOD PARK ADD

Property Address: 729 CHICAGO AVE LANSING MI

33-01-01-09-352-221

S 2 R LOT 10 BLOCK B SUB OF BLOCKS 26 & 27 ORIG PLAT

Property Address: 1118 N PINE ST LANSING MI

33-01-01-09-352-221

E 1/2 LOT 5 BLOCK 2 MOORES SUB ON BLOCK 27

Property Address: 623 BROOK ST LANSING MI

33-01-01-09-360-231

E 37 FT LOTS 11 & 12 BLOCK E SUB OF BLOCKS 26 & 27 ORIG PLAT

Property Address: 515 W OAKLAND ST LANSING MI

33-01-01-09-476-041

S 2 R OF W 6 R LOT 22 BLOCK 21 ORIG PLAT

Property Address: 808 CENTER ST LANSING MI

33-01-01-10-103-011

LOT 2 BLOCK 2 BALLARDS ADD

Property Address: 1913 N HIGH ST LANSING MI

33-01-01-10-103-031

S 14 FT LOT 3 & N 26 FT LOT 4 BLOCK 2 BALLARDS ADD

Property Address: 1903 N HIGH ST LANSING MI

33-01-01-10-106-051

LOT 19 & PART OF VAC ALLEY DESC AS COM NE COR LOT 19, TH W 33 FT, N 3.96 FT, E 33 FT, S 3.96 FT TO BEG; REPLAT OF BLOCK 3 OF BALLARDS ADD

Property Address: 825 E NORTH ST LANSING MI

33-01-01-10-180-161

LOT 182 HIGHLAND PARK

Property Address: 1315 MASSACHUSETTS AVE LANSING MI

33-01-01-10-254-121

LOT 208 CAPITOL HEIGHTS

Property Address: 1419 OHIO AVE LANSING MI

33-01-01-10-326-551

LOT 2 BROWNS SECOND SUB

Property Address: E GRAND RIVER AVE LANSING MI

33-01-01-10-326-561

LOT 1 BROWNS SECOND SUB

Property Address: 1108 E GRAND RIVER AVE LANSING MI

33-01-01-10-401-140

LOT 27, ALSO PARTS LOTS 28 & 29 LYING S OF A LINE COM 10.815 FT N OF SE COR LOT 29, TH W'LY 102 FT =/- TO POINT ON W LINE LOT 28 LYING 10.815 FT S OF NW COR THEREOF & POE; OTTO'S ADD

Property Address: CLARK ST LANSING MI

33-01-01-10-408-061

LOT 54 FARRANDS ADD

Property Address: 1108 CLEVELAND ST LANSING MI

33-01-01-14-309-111

E 94 FT LOT 396 LESLIE PARK SUB

Property Address: 2221 E KALAMAZOO ST LANSING MI

33-01-01-14-352-041

LOT 80 LESLIE PARK SUB

Property Address: 413 S CLEMENS AVE LANSING MI

33-01-01-14-360-001

W 99 FT LOTS 431 & 432 LESLIE PARK SUB

Property Address: 501 S HAYFORD AVE LANSING MI

33-01-01-15-104-401

LOT 11 BLOCK 2 ASSESSORS PLAT NO 7

Property Address: 508 LESHER PLACE LANSING MI

33-01-01-15-310-001

N 42 FT LOT 5 & W 12 FT OF N 42 FT LOT 4 BLOCK 16 GREEN OAK ADD

Property Address: 301 S HOSMER ST LANSING MI

33-01-01-15-376-241

LOT 4 BLOCK 2 LANSING IMPROVEMENT COMPANYS ADD

Property Address: 1116 E KALAMAZOO ST LANSING MI

33-01-01-15-432-431

LOT 1 BLOCK 3 ASSESSORS PLAT NO 16

Property Address: 134 LESLIE ST LANSING MI

33-01-01-15-479-121

LOT 92 PAUL PARK ADD

Property Address: 513 LESLIE ST LANSING MI

33-01-01-17-227-241

E 1/2 LOT 5 WHITES SUB E OF BUTLER REC L 1 P 15

Property Address: 727 W SAGINAW ST LANSING MI

33-01-01-17-227-311

E 1/2 LOT 15 WHITES SUB E OF BUTLER REC L 1 P 15

Property Address: 825 W SAGINAW ST LANSING MI

33-01-01-17-258-121

E 3 R LOT 17 BLOCK 2 FRENCHS SUB

Property Address: 1210 W OTTAWA ST LANSING MI

33-01-01-17-258-181

S 9 R OF E 2 R OF W 4 R LOTS 1, 2 & 3 BLOCK 2 FRENCHS SUB

Property Address: 1112 W OTTAWA ST LANSING MI

33-01-01-20-130-131

W 37 FT LOT 38 RIVERVIEW HEIGHTS SUB REC L 4 P 44

Property Address: 1607 W MALCOLM X ST LANSING MI

33-01-01-20-489-041

LOT 10 FLORAL SUB

Property Address: 1817 S RUNDLE AVE LANSING MI

33-01-01-21-258-085

E 2 R OF S 5 1/2 R LOT 15 BLOCK 203 ORIG PLAT

Property Address: 227 E SOUTH ST LANSING MI

33-01-01-21-277-070

LOT 3 BLOCK 220 ORIG PLAT

Property Address: 1016 BEECH ST LANSING MI

33-01-01-21-430-040

LOT 15 & S 6.5 FT OF E 21 FT LOT 14 TORRANCE COURT SUB REC L 8 P 29

Property Address: 535 TORRANCE CT LANSING MI

33-01-01-21-431-095

S 56.5 FT LOT 32 TORRANCE FARM ADD

Property Address: 1508 BAILEY ST LANSING MI

33-01-01-21-451-015

LOT 10 BLOCK 2 HALLS THIRD ADD

Property Address: 138 GARDEN ST LANSING MI

33-01-01-21-484-020

N 31 FT LOT 129 TORRANCE FARM ADD

Property Address: 1815 LINVAL ST LANSING MI

33-01-01-22-203-161

LOT 253 EXCELSIOR LAND COMPANYS SUB

Property Address: 924 DAKIN ST LANSING MI

33-01-01-22-206-142

LOTS 232 & 233 EXCELSIOR LAND COMPANYS SUB

Property Address: 1042 DAKIN ST LANSING MI

33-01-01-22-207-021

LOT 281 EXCELSIOR LAND COMPANYS SUB

Property Address: 1015 DAKIN ST LANSING MI

33-01-01-22-228-041

LOTS 46 & 47 ASSESSORS PLAT NO 49

Property Address: 721 LESLIE ST LANSING MI

33-01-01-22-277-121

LOT 154 & N 1/2 LOT 153 CITY PARK SUB

Property Address: 1132 LESLIE ST LANSING MI

33-01-01-22-280-162

LOTS 105, 106 & 107 PARKVIEW LAND CO ADD

Property Address: 1236 ALLEN ST LANSING MI

33-01-01-22-283-262

W 34 FT LOT 63 CITY PARK SUB

Property Address: 1820 PERKINS ST LANSING MI

33-01-01-22-309-291

LOT 7 BLOCK 6 ASSESSORS PLAT NO 28 REC L 10 P 33

Property Address: 912 BAKER ST LANSING MI

33-01-01-22-352-011

LOT 3 BLOCK 4 ASSESSORS PLAT NO 28 REC L 10 P 33

Property Address: 1507 LYONS AVE LANSING MI

33-01-01-22-353-031

LOT 9 REO MOTOR CAR CO'S SUB REC L 6 P 30

Property Address: 1609 DONORA ST LANSING MI

33-01-01-23-103-091

LOT 53 LANSING ADDITION COMPANYS SUB REC L 5 P 20

Property Address: 704 S MAGNOLIA AVE LANSING MI

33-01-01-23-127-061

LOTS 18 & 19 J L PUTMANS SUB REC L 7 P 35

Property Address: 723 S FRANCIS AVE LANSING MI

33-01-01-23-153-021

S 14 FT LOT 27 & N 36 FT LOT 28 AVIS SUB REC L 9 P 30

Property Address: 1210 S CLEMENS AVE LANSING MI

33-01-01-26-302-021

LOT 3 GREEN MEADOWS SUB

Property Address: 2023 HAMELON ST LANSING MI

33-01-01-27-476-050

S 330 FT OF E 792 FT OF SE 1/4 OF SE 1/4 EXC E 173 FT OF S 240 FT; SEC 27 T4N
R2W

Property Address: AURELIUS RD LANSING MI

33-01-01-27-476-055

COM 330 FT N OF SE COR SEC 27, TH W ON LINE 330 FT N OF & PARLL TO S SECTION
LINE 792 FT, N 14.68 FT TO S LINE GOODHOME SUB, E'LY TO E LINE SAID SECTION, S
15.48 FT TO BEG; SEC 27 T4N R2W

Property Address: AURELIUS RD LANSING MI

33-01-01-28-285-071

LOTS 129, 130 & N 5 FT LOT 133 ALSO COM NW COR LOT 129, TH N 5 FT E 120 FT, S 5 FT, W 120 FT TO
BEG; ADDMORE PARK

Property Address: 569 LINCOLN AVE LANSING MI

33-01-01-28-452-231

N 46 FT OF S 132 FT LOT 1 BLOCK 1 OAK CREST SUB

Property Address: 3116 S CEDAR ST LANSING MI

33-01-01-29-277-051

LOTS 13 & 14 BLOCK 1 RESUB OF BLOCKS 17, 21, 22 AND LOTS 35 TO 72 INCL, BLOCK 30 ELMHURST SUB

Property Address: 2501 STIRLING AVE LANSING MI

33-01-01-29-278-021

LOT 12 BLOCK 3 RESUB OF BLOCKS 17, 21, 22 AND LOTS 35 TO 72 INCL, BLOCK 30 ELMHURST SUB

Property Address: 2509 S M L KING JR BLVD LANSING MI

33-01-01-30-478-121

LOT 429 PLEASANT GROVE SUB NO 1

Property Address: 3318 AVALON ST LANSING MI

33-01-01-31-126-281

COM 1638.8 FT E OF NW COR SEC 31, TH S 596.75 FT, W 136 FT, N 596.75 FT, E 136 FT TO BEG;
SEC 31 T4N R2W

Property Address: W HOLMES RD LANSING MI

33-01-01-31-279-011

LOT 6 PLEASANT SUB

Property Address: 4209 RICHMOND ST LANSING MI

33-01-01-32-353-131

LOT 150 PLEASANT GROVE SUB

Property Address: 4909 HUGHES RD LANSING MI

33-01-01-33-151-101

LOT 32 SUPERVISORS PLAT OF BURCHFIELD SUB

Property Address: 3827 BURCHFIELD DR LANSING MI

33-01-01-34-229-045

LOT 38 SUPERVISORS PLAT OF CHERRY HILL

Property Address: REX ST LANSING MI

33-01-01-35-326-131

LOT 20 SONNYBROOK PLAT

Property Address: 2621 DIER ST LANSING MI

33-01-01-35-353-132

LOTS 52 & 53 SUPERVISORS PLAT OF CULVER-DALE SUB

Property Address: 2018 IRENE ST LANSING MI

33-01-05-04-377-001

LOT 19 SUPERVISORS PLAT OF HOME OWNERS SUB

Property Address: 5835 ROLFE RD LANSING MI

33-01-05-05-301-081

COM ON SW'LY LINE LOT 14 961.7 FT S 44DEG 20MIN E OF W'LY COR, TH S 44DEG 20MIN E 105 FT, N 45 DEGVALLEAUS SUB E 57.5 FT, N 44DEG 20MIN W 105 FT, S 45DEG W 57.5 FT TO BEG; SUPERVISORS PLAT OF

Property Address: SELFRIDGE BLVD LANSING MI

33-01-05-05-302-081

LOT 4 SUPERVISORS PLAT OF VALLEAUS SUB

Property Address: 5812 S M L KING JR BLVD LANSING MI

33-01-05-06-201-282

E 78.5 FT OF N 1/2 LOT 55 ALSO W 15 FT OF N 1/2 LOT 56 MAPLE GROVE FARMS NO 2

Property Address: 3009 W JOLLY RD LANSING MI

33-01-05-06-226-041

E 57.5 FT OF S 176.25 FT LOT 67 MAPLE GROVE FARMS NO 2

Property Address: 2416 MIDWOOD ST LANSING MI

33-01-05-06-433-041

LOT 51 EXC E 10 FT SUPERVISORS PLAT OF WEBSTER FARM SUB NO 2

Property Address: 2422 WEBSTER ST LANSING MI

33-01-05-06-434-061

LOT 76 WEBSTER FARM SUB NO 1

Property Address: 5840 PIPER AVE LANSING MI

33-01-05-09-203-001

W 65 FT OF N 140 FT LOT 4 GARDENDALE SUB

Property Address: 300 E MILLER RD LANSING MI

33-02-02-10-432-007

MP 2063 COM. AT A PT. 208.66 FT. N OF THE SE COR. OF BLK. 16.-N. 66 FT.-W. 132 FT.-S. 66 FT.-E. 132 FT. TO BEG., BLOCK 16 VILLAGE OF NEMOKA.

Property Address: 5681 SCHOOL HASLETT MI

33-13-13-29-431-006

O 94 LOTS 8 & 9 BLOCK 3 BALDWINS ADD TO VILLAGE OF ONONDAGA SEC 29 T1NR2W

Property Address: 4836 ONONDANGA RD ONONDAGA MI

33-17-14-21-452-008

LSV-217 LOT 11 BLOCK 11 CITY OF LESLIE

Property Address: 208 E RACE LESLIE MI

33-20-02-18-202-009

LOT 285 STRATHMORE NO 3

Property Address: 1025 SNYDER EAST LANSING MI

33-21-01-18-207-005

LOT 283 MICHIGAN HEIGHTS.

Property Address: 412 N CATHERINE ST LANSING MI

33-21-01-18-428-016

LOTS 40 & 41 DURANT HILLS NO 1.

Property Address: 124 HUNGERFORD ST LANSING MI

33-25-05-17-127-001

BEG @ A PT ON N SEC LN 439.91 FT N 89 DEG 44' 31"W, FROM THE N 1/4 COR SEC.17-S
0 DEG 27' 33"W, 74.15 FT TO NE COR LOT 14 HOUGHTON HGTS SUBD.-N 83 DEG 58'54"W,
241.05 FT-N 0 DEG 15' 29"W, 50 FT-S 89 DEG 44'31"E, ON N SEC LN 240 FT TO THE
POB. SEC.17,T3N R2W. .34 ACRES M/L.

Property Address: SANIBEL HOLLOW HOLT MI

33-25-05-18-226-016

BEG AT A PT ON N SEC LN 1055.74 FT N89°51'47"W FROM NE COR OF SEC 18, TH S00°08'13"W ON W R/W LN OF RENFREW WAY 175.18 FT, TH N89°52'17"W 31.72 FT, TH N00°53'36"W 175 FT TO N SEC LN, TH S89°51'47"E ON N SEC LN 32.25 FT TO POB. SEC 18, T3N,R2W. 0.13 AC M/L. (SPLIT FOR 1999- NEW PLAT, PARENT PARCEL 18-226-015, REMAINDERS 18-226-016 & -017)

Property Address: HORSTMEYER RD LANSING MI

Agenda Item 4a

TO: Board of Commissioners County Services and Finance Committee

FROM: Travis Parsons, Human Resources Director

DATE: November 21, 2016

SUBJECT: LOU – Capitol City Labor Program, Inc. – 911 Non-Supervisory Unit
County Services December 6th and Finance Committee December 7th

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BACKGROUND

The 911 Center continues to experience significant staffing shortages that require current employees to work a tremendous amount of overtime. Employees currently volunteer for some overtime assignment and other overtime assignments are mandated in accordance with minimum staffing levels necessary to operate the 911 Center. During reopener negotiations for 2017, an issue was raised by the Union regarding the forced overtime caused by a staffing shortage on a holiday.

In addition, the Employer identified an issue regarding shift preference and clarification of the Call Taker (new classification in 2016) assignments to shifts.

The Union issue regarding forced overtime was discussed and the solution was to incentivize employees with double time in response to the holiday assignments. This will help improve the morale of employees forced to come in on holidays that were previously scheduled off.

ALTERNATIVES

To make no change to the current language.

FINANCIAL IMPACT

The forced overtime issue will continue to alleviate itself as more trained Emergency Telecommunicators and Call Takers are introduced to the schedule. This will ultimately eliminate the need mandatory overtime assignments and specifically forced overtime on holidays.

OTHER CONSIDERATIONS

Through the meet and confer process, all parties agreed to the arrangement and captured the agreement in the proposed Letter of Understanding.

RECOMMENDATION

Based on the information presented, the Director – 911 and I respectfully recommend approval of the attached resolution authorizing the Letter of Understanding between the Employer and the CCLP – 911 Non-Supervisory Unit regarding the overtime rate for forced overtime on a designated holiday and clarification of Call Taker assignments.

Agenda Item 4a

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING A LETTER OF UNDERSTANDING WITH CAPITOL CITY LABOR PROGRAM, INC. – 9-1-1 NON-SUPERVISORY UNIT REGARDING OVERTIME AND CALL TAKER ASSIGNMENTS

WHEREAS, an agreement was reached between representatives of Ingham County and the Capitol City labor Program, Inc. – 911 Non-Supervisory unit (CCLP) for the period January 1, 2016 through December 31, 2017; and

WHEREAS, the Human Resources Department, 911 Center and the County Attorney have addressed in a contract reopener with CCLP the staffing issues and the need for forced overtime on designated holidays; and

WHEREAS, the Human Resources Department, 911 Center and the County Attorney have addressed in a contract reopener with CCLP the need for clarification of Call taker assignments; and

WHEREAS, the Employer and Union desire to modify the current language in the collective bargaining agreement and amended the language through the attached Letter of Understanding; and

WHEREAS, the provisions of the Letter of Understanding have been approved by the County Services and Finance Committee.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the attached Letter of Understanding.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign the Letter of Understanding on behalf of the County, subject to the approval as to form by the County Attorney.

LETTER OF UNDERSTANDING
BETWEEN
COUNTY OF INGHAM
AND
CAPITOL CITY LABOR PROGRAM, INC.
911 NON-SUPERVISORY UNIT

2017 Collective Bargaining Agreement Re-opener

WHEREAS, the Employer and Union are parties to a Collective Bargaining Agreement with a term running from January 1, 2016, through December 31, 2017 (the "CBA"); and

WHEREAS, Article 22, Section 22.4, of the CBA provided the option to both parties to choose one issue for a re-opener;

WHEREAS, the Union's issue is forced overtime caused by a staffing shortage on a holiday and the Employer's issue is a change to shift preference; and

WHEREAS, the parties wish to revise the terms of the CBA to incorporate the agreement reached on these issues.

NOW, THEREFORE IT IS HEREBY AGREED as follows:

1. Article 8, Section 8.1 is amended and replaced in its entirety with the following:

> 8.1 Under the current shift schedule, two 6 month shifts and team selections will be bid twice per year, by each group, Call Takers and Dispatchers. For the first 8 Call Takers, after being trained, no more than 2 Call Takers will be assigned to each of the 4 teams. Starting November 7, 2016, once 12 Call Takers are hired and trained, the parties will meet to discuss any issues with the Call Taker position. No more than 3 Call Takers will be assigned to each of the 4 teams.

2. Article 28, Section 28.6 is amended and replaced in its entirety with the following:

> 28.6 Employees who work on one of the above holidays, will be paid holiday pay for all hours worked on the holiday, time and one (1 ½) their regular strait time rate. Starting with the Thanksgiving holiday in 2016, employees who volunteer or are forced to work overtime caused by a staffing shortage on one of the above holidays will be compensated at two times their regular straight time rate of pay.

3. This Letter of Understanding shall modify the parties' CBA only to the extent expressly provided herein.

IN WITNESS WHEREOF the authorized representatives of the parties hereto have executed this Agreement on date indicated below each signature.

CAPITOL CITY LABOR PROGRAM, INC.

_____
Division Representative

_____
Thomas Krug, Lodge
Executive Director

_____
Steven Lett, Lodge Attorney
Approved as to form

COUNTY OF INGHAM:

_____
Kara Hope
Chairperson Board of Commissioners

_____
Mattis D. Nordfjord, County Attorney
Approved as to form

Agenda Item 4b

TO: Board of Commissioners County Services and Finance Committee

FROM: Travis Parsons, Human Resources Director

DATE: November 21, 2016

SUBJECT: Resolution Approving Modifications to the 2017 Managerial and Confidential Employee Personnel Manual

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BACKGROUND

Each year the Controller convenes a representative group of managers, professionals, and confidential employees as a Steering Committee to discuss potential changes to the Managerial and Confidential Employee Personnel Manual In preparation for 2017, the Managerial and Confidential Employee Steering Committee met and discussed proposed changes and updates to the manual. This included language changes and clarifications in several areas. The Steering Committee also reviewed the recent change to section K. Severance Pay made by the Board of Commissioners.

ALTERNATIVES

None

FINANCIAL IMPACT

The manual update includes a 1% increase to the 2017 salary schedule.

OTHER CONSIDERATIONS

None

RECOMMENDATION

On behalf of the Managerial and Confidential Employee Steering Committee, I respectfully recommend approval of the attached resolution approving modifications to the 2017 Managerial and Confidential Employee Personnel Manual.

Agenda Item 4b

Introduced by the County Services and Finance Committees of the:

RESOLUTION APPROVING MODIFICATIONS TO THE 2017 MANAGERIAL AND CONFIDENTIAL EMPLOYEE PERSONNEL MANUAL

WHEREAS, the Managerial and Confidential Employee Steering Committee discussed changes to the 2017 Managerial and Confidential Employee Personnel Manual; and

WHEREAS, the Steering Committee recommended changes for the 2017 Managerial and Confidential Employee Personnel Manual.

THEREFORE BE IT RESOLVED, the Ingham Board of Commissioners approves the following recommendations, as proposed by the Managerial and Confidential Employee Steering Committee, to the 2017 Managerial and Confidential Employee Personnel Manual:

1. Change in language under section B. Compensation Plan: For clarification, add the Board Coordinator, Director – Equalization and Managing Director – Road Department to the list positions reporting directly to the Board of Commissioners.

2. Update language under section C. Compensation Levels: Effective January 1, 2017, employees under this manual shall be compensated as outlined in Appendix D – Salary Schedule, reflecting a 1% increase to the 2016 salary schedule.

3. Update language in section E. Hospitalization – Medical Coverage: Subject to annual modification for health plan year 2017.

4. Change in language under section I. Longevity Plan: Clarify the longevity bonus schedule by eliminating the reference to the percentage calculation of base pay and listing the actual amounts for each level of continuous service.

5. Change in language under section J. Leaves of Absence: Under subsection b. Sick Leave – add language regarding positions reporting directly to the Board of Commissioners will inform the Board Office of his/her intention to take sick leave.

6. Change in language under section M. Vacations: Add subsection 8 regarding positions reporting directly to the Board of Commissioners notifying the Board Office of vacation leave.

7. Change in language under section O. Vacation Bonus Days: Under subsection 2, add language regarding positions reporting directly to the Board of Commissioners notifying the Board Office of vacation bonus leave.

8. Change in language under section Q. Travel Allowance: Include a reference to the current Board approved Travel Policy.

9. Change in language under section W. Administrative Leave: Include a reference to the current Board approved Suspension of County Operations Policy.

10. Change in Appendix A: Add subsection 5 regarding positions reporting directly to the Board of Commissioners notifying the Board Office of telecommute days.

11. Change in Appendix D - Compensation Levels: Eliminate the special separate grade of the Court Officer/Research Clerk and incorporate into the MCF Grade 8.

BE IT FURTHER RESOLVED, that the Managerial and Confidential Employee Personnel Manual will be effective January 1, 2017 and shall expire on December 31, 2017.

Agenda Item 5a

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING COMMISSIONER COMPENSATION FOR 2017 AND 2018

WHEREAS, the Board of Commissioners is authorized to establish the compensation for the Board of Commissioners; and

WHEREAS, the Board of Commissioners cannot make changes in compensation which affect the Board during the current term, but can make changes to be effective for the next term; and

WHEREAS, the Board of Commissioners wishes to establish the Commissioners' Compensation for the period of January 1, 2017 through 2018 with a __% increase for 2017 and a __% increase for 2018.

THEREFORE BE IT RESOLVED, that effective on the date indicated, the salaries for the Ingham County Board of Commissioners shall be as follows:

	Current Compensation	**January 1, 2017**	**January 1, 2018**
Board Chair	$17,425		
Vice Chair, Vice Chair Pro Tem and all Standing Committee Chairs	$12,704		
Other Commissioners	$11,647		

BE IT FURTHER RESOLVED, that each Commissioner shall continue to be paid a $60.00 per diem for attending each officially called Standing Committee and Board Meeting of which the Commissioner is a member, including Committee of the Whole and Board Leadership to a maximum of eighty (80) per year, provided, however, that a Commissioner shall not be entitled to a payment for more than two (2) meetings per day; and provided further that Commissioners shall not be eligible for payment for a committee meeting which occurs on the same day as a board meeting.

BE IT FURTHER RESOLVED, that the Board of Commissioners' Chairperson, and Vice-Chairperson as Ex-Officio of all Committees, shall be paid a per diem subject to a maximum of 100 per year.

BE IT FURTHER RESOLVED, that the above-stated salaries for Ingham County Commissioners shall not preclude a Commissioner from receiving a per diem payment when he/she is appointed to a statutory board and/or agency by the County Board of Commissioners. Commissioners shall receive the same per diem as non-Commissioner members appointed by the Board of Commissioners to statutory boards and/or agencies, in addition to the above stated salary, provided that a per diem Commissioner payment is not prohibited by the specific statute in question.

BE IT FURTHER RESOLVED, that the Board Coordinator shall be responsible for periodically preparing appropriate vouchers for the payment of per diem for each Commissioner, based on the approved minutes of each Standing Committee, Committee of the Whole, and Board Leadership meeting, and that said voucher shall be approved and signed by the individual Commissioners prior to its submission for payment.

BE IT FURTHER RESOLVED, that each Commissioner may, at his/her own expense, purchase health insurance, including dental and vision, as now or in the future provided by the County to its Managers.

BE IT FURTHER RESOLVED, that the retirement benefit for Commissioners who began serving prior to January 1, 2013 shall be MERS plan C-2 with B-1 base, 55F with 15 years; V6, FAC5, with Commissioners paying 4.76% of salary; which includes a 1.2% increase in Commissioner contributions, provided, however, that each Commissioner at the beginning of his/her term has the option of choosing to participate in the retirement plan.

BE IT FURTHER RESOLVED, effective January 1, 2013 Commissioners shall be covered under a MERS Hybrid Plan.

BE IT FURTHER RESOLVED, that Commissioners shall receive reimbursement for travel outside Ingham County only for actual miles traveled on county business, at the rate established by the Internal Revenue Service, provided, however, that said mileage reimbursement is not more than that set for State Officers as determined by the State Officers Compensation Commission. In the event that the above stated mileage reimbursement exceeds the mileage rate established by the State Officers Compensation Commission, then under such circumstances that rate established by the State Officers Compensation Commission shall supersede the above stated rates. This paragraph shall apply to out-of-county travel only. Commissioners shall not receive mileage reimbursement for intra-county travel, except when in the process of traveling in the County as stated above and as otherwise provided hereunder.

BE IT FURTHER RESOLVED, that the reimbursement for expenses associated with conferences and conventions shall continue to be provided for Commissioners in the attached Travel Policy and Procedures for Ingham County Commissioners.

TRAVEL POLICY AND PROCEDURES
FOR INGHAM COUNTY COMMISSIONERS

1. Each Commissioner may be reimbursed up to $1,500 annually for costs of transportation, meals and lodging associated with attending conferences or conventions in his/her capacity as a County Commissioner. Expenses for incidental travel and alcoholic beverages while at such conferences and conventions will not be reimbursed. Expenses must be reimbursed in the year in which they are incurred.

2. The cost of registration not exceeding $1,000 per Commissioner for in-state and out-of state conferences or conventions may be paid from the Board of Commissioners budget and will not be counted as part of the Commissioners annual $1,500 travel reimbursement allowance.

3. In the event that a Commissioner is appointed or elected to an office by a state or national association, the Board may, by resolution, recognize the position and allocate up to an additional $1,500 annually within the County's fiscal year to cover increased expenses of attending necessary functions associated with the office.

4. Expenses incurred by a Commissioner in excess of the above limits which are billed to the County will be recovered through payroll deduction unless reimbursed by the Commissioner within 10 working days of receipt of the statement by the Board Office.

5. Original receipts or credit card records must be submitted to obtain reimbursement for travel and lodging expenses.

6. Any funds authorized pursuant to this policy, but unexpended within the fiscal year, cannot be carried over for use in succeeding fiscal years.

7. A Commissioner shall not be reimbursed more than $3,000 for travel expenses within the County's fiscal year, excluding registration fees.

Agenda Item 5b

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING ANNUAL 2017 COMPENSATION FOR NON-JUDICIAL COUNTY-WIDE ELECTED OFFICIALS

WHEREAS, a 1 percent wage increase was recommended as part of the 2017 Managerial/Confidential Personnel Manual; and

WHEREAS, the Board wishes to increase the salary level for non-Judicial County-Wide Elected Officials by 1 percent for 2017 as well.

THEREFORE BE IT RESOLVED, that the following Ingham County Non-Judicial Elected Officials: County Clerk, Drain Commissioner, Prosecuting Attorney, Register of Deeds, Sheriff, and Treasurer shall be provided a 2017 salary as listed below (reflects a 1 percent increase):

Elected Official	2016	2017
County Clerk	$91,713	$92,630
Drain Commissioner	$85,731	$86,588
Prosecuting Attorney	$132,075	$133,396
Register of Deeds	$85,731	$86,588
Sheriff	$123,698	$124,935
Treasurer	$98,812	$99,800

BE IT FURTHER RESOLVED, that the salary is contingent upon the elected official foregoing any per diem, fees, or payments to which the elected official may otherwise be entitled, other than as may be specifically identified herein, including but not limited to Delinquent Tax Administration fees (Treasurer); fees from divorces involving minor children (Prosecutor); per diem for Elections Commission and Plat Board (Clerk, Register of Deeds, Treasurer); housing and clothing/cleaning allowance (Sheriff); Drainage Board meetings (Drain Commissioner).

BE IT FURTHER RESOLVED, non-Judicial County-Wide Elected Officials taking office after January 1, 2013 shall not be eligible for single retiree health insurance coverage until after they reach 60 years of age, subject to the scale based on years of service. Retirees that purchase dental and vision insurance at group rates and subsequently choose to discontinue the coverage, may not re-enroll.

BE IT FURTHER RESOLVED, these salaries are established on the expectation each elected official will perform services comparable to the hours worked by the County managers.

BE IT FURTHER RESOLVED, that the County of Ingham shall pay the annual Michigan Bar Dues for the Prosecuting Attorney.

Agenda Item 5c

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING TERMINATION OF THE CONTRACT WITH HAY GROUP FOR THE COMPREHENSIVE COUNTYWIDE COMPENSATION AND CLASSIFICATION STUDY

WHEREAS, the Ingham County Board of Commissioners authorized a contract with Hay Group, 1850 Arch Street, Philadelphia, PA, 19103, to conduct a countywide comprehensive compensation and classification study; and

WHEREAS, the County and Hay Group initiated the Agreement for the classification and compensation project on the 6th day of April 2015; and

WHEREAS, both parties have diligently pursued completing the project and a number of deliverable items have been completed to date; and

WHEREAS, the Ingham County Board of Commissioners is exercising the right to terminate the agreement without cause in accordance with the EIGHTEENTH section of the Agreement and the Hay Group shall receive the compensation for services performed up to the effective date of the termination as set forth in the SECOND and THIRD section of the Agreement.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes termination of the contract with Hay Group.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary payment consistent with the applicable language in the Agreement and this Resolution.

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.

Agenda Item 6

MEMORANDUM

TO: Law and Courts Committee

FROM: Maureen Winslow, Deputy Court Administrator

DATE: November 17, 2016

SUBJECT: **Resolution to enter into a contract with Peckham Inc for the Footprints Group Home**

This resolution requests a 3% increase in the contract amount for the Peckham Footprints Group Home. The specific amount of the contract would be $460,738 for fiscal year 2017.

The Peckham Footprints Group Home provides shelter as well as cognitive behavior treatment and intervention for adolescent females who are under the jurisdiction of the Family Division of the Circuit Court for delinquency and truancy issues. The average length of stay in this structured environment is 6 to 9 months.

This would be the first increase in several years as the dollar amount of this contract has remained at $447,319 since 2008, except for a time when the amount had to be reduced due to budget cuts.

Agenda Item 6

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH PECKHAM INC. FOR PECKHAM FOOTPRINTS GROUP HOME

WHEREAS, Peckham Inc. provides short term residential placement and services, known as Peckham Footprints Group Home, for adolescent females who are under the jurisdiction of the 30th Judicial Circuit Court Family Division; and

WHEREAS, Peckham Inc. has provided excellent services, utilizing cognitive behavior practices in this six bed group home program; and

WHEREAS, the Ingham County Board of Commissioners approved an amount of $460,738 in the 2017 Budget for the Peckham Footprints Group Home; and

WHEREAS, the approved budgeted amount is an approximate 3% increase from the previous budget year; and

WHEREAS, Peckham Footprint's budget was set in 2008 at $447,319 but was decreased due to budget reductions. In 2012, it was restored to the 2008 amount where it has remained; and

WHEREAS, the Peckham Footprints Group Home is included in Ingham County's Child Care Fund Budget which means the State reimburses 50% of the costs to Ingham County.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into a continuation contract with Peckham Inc. to operate the Peckham Footprints Group Home program in the amount of $460,738 as approved in the 2017 Budget for the time period of October 1, 2016 through September 30, 2017.

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

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

Agenda Item 7

M E M O R A N D U M

TO: LAW & COURTS AND FINANCE COMMITTEES

FROM: HARRY MOXLEY, DEPUTY COURT ADMINISTRATOR/FRIEND OF THE COURT

RE: RESOLUTION TO AUTHORIZE THE PURCHASE OF FIVE ADDITIONAL ONBASE IMAGING LICENSES

DATE: OCTOBER 31, 2016

Presently FOC has approximately 40 named/dedicated OnBase licenses assigned to specific staff. The remaining 20 FOC OnBase users (counting two part-time temporary staff and a law intern) share out of a pool of concurrent/"floating" licenses. Frequently all of the concurrent licenses are in use, and staff must wait for another user to log off. Adding five new named licenses should eliminate this bottleneck and thereby allow for better use of staff time and improved cost efficiency.

At the time the system was designed and implemented, FOC did not foresee the need for all staff to be using the application simultaneously, as is now the case since the completion of back scanning of old hard copy files. In addition FOC has added a position back and has all positions filled due to the end of the hiring freeze/hiring delay, which has placed additional demand on the concurrent license pool.

For the Fiscal Year 2017 budget (which started on 10/1/16 for FOC), $8,400 was approved for the purchase of five licenses, 66% of which will be eligible for recovery/reimbursement in calendar year 2019 through the Cost Allocation Plan (or in calendar year 2018 if the licenses are purchased before 12/31/16). To this end, FOC has received a quote/Statement of Work for $7,150 for five named user and workflow licenses from Imagesoft, Inc., who has been the county's vendor for OnBase products, and who in coordination with the Ingham County IT Department designed and implemented the FOC imaging system in 2010. This quote is reflective of a $650 discount if a Statement of Work is signed by December 16, 2016. If the Statement of Work is signed after that date the price will be $7,800.

Thank you for your consideration. A representative of Friend of the Court will be in attendance at the upcoming Law and Courts meeting on November 10, and Finance Committee meeting on November 16, to answer any questions on this matter.

Agenda Item 7

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE PURCHASE OF FIVE ONBASE NAMED USER CLIENT AND WORKFLOW LICENSES FOR THE FRIEND OF THE COURT IMAGING SYSTEM FROM IMAGESOFT, INC.

WHEREAS, on June 1, 2010, Friend of the Court converted to a digital OnBase imaging system to improve the efficiency of document storage, retrieval and distribution; and

WHEREAS, in 2014 FOC completed the scanning of approximately two million pages of hard copy documents received prior to June 1, 2010; and

WHEREAS, this conversion of hard copy files to digital images has been a great success both in terms of purging old files of duplicate or redundant hard copy, and in allow for the quick, simultaneous retrieval of files by staff without times consuming searches for hard copy; and

WHEREAS, since this conversion, it has been necessary for FOC staff to utilize the OnBase imaging system more than was anticipated when the system was implemented in 2010; and

WHEREAS, FOC staff are frequently unable to access the imaging system without requesting other staff to log out of the system; and

WHEREAS, the purchase of five additional named user client and workflow licenses will allow for better use of staff time and improved cost efficiency for FOC; and

WHEREAS, $8,400 was approved in the FY 2017 FOC budget for the purchase of five additional named user client and workflow licenses; and

WHEREAS, the FOC OnBase imaging system was designed, implemented and executed, in coordination with the Ingham County IT Department, by the vendor Imagesoft, Inc., who has continued to be the county's vendor for the support, implementation and maintenance of OnBase imaging systems in multiple departments.

THEREFORE BE IT RESOLVED, that the Ingham County Friend of the Court is hereby authorized to enter into a contract with Imagesoft, Inc., at a cost not to exceed $7,800, for the purchase of five additional named user client and workflow licenses.

BE IT FURTHER RESOLVED, that the Ingham County Controller/Administrator is hereby authorized to make any adjustments necessary to properly budget and account for these expenditures.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County 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.

Agenda Item 8a

TO: Board of Commissioners Law & Courts Committee

FROM: Mary Sabaj, Community Corrections Manager

DATE: October 25, 2016

SUBJECT: FY 2017 CCAB Staff Consult Contract Approval
For the meeting agenda of November 10, 2016

BACKGROUND

This Resolution approves entering a contract with the current vendor, Westaff, to provide contract services for the CCAB Staff Consultant position for FY2017. This position is 30 hour per week with 3 weeks of unpaid vacation and no paid holidays.

ALTERNATIVES

The CCAB Staff Consultant position is vital to the operation of the 1 FTE Community Corrections Department and saves jail bed days. This position provides Gatekeeper services that manage State of Michigan PA511 funded residential services for Circuit and District Court sentenced ICJ incarcerated inmates. Jail bed days are saved by ensuring that eligible inmates are transferred on the earliest possible date from the jail to community based residential programs.

The Staff Consultant also manages the State COMPAS database for PA511 programs along with a variety of criminal justice system data that is regularly distributed to criminal justice system and other County stakeholders making it possible to more effectively manage local corrections resources. The Staff Consultant assists the CCAB Manager with daily operations, including monitoring CCAB funded services and treatment programs.

FINANCIAL IMPACT

Funds were authorized in the FY2017 budget to continue a contract for CCAB staff consultant services. The FY17 hourly rate of $32.97 reflects a 1.3% increase ($0.42/hour) with $0.14/hour going to Westaff and $0.28/per hour going to the Staff Consultant. State and City of Lansing grant funds contribute $9,089 to the total cost of the position ($46,686).

OTHER CONSIDERATIONS

The MDOC FY 2016-2017 contract includes provision of Gatekeeper services and requires data collection for and maintenance of the COMPAS database.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support CCAB Staff Consult services for FY 2017.

Agenda Item 8a

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE COMMUNITY CORRECTIONS ADVISORY BOARD (CCAB) TO CONTINUE A CONTRACT FOR STAFF CONSULTANT SERVICES FOR FY2017

WHEREAS, the Ingham County Commissioners authorized funds in the FY2017 budget to continue a contract for CCAB staff consultant services; and

WHEREAS, the current contract period authorized services through December of 2016; and

WHEREAS, the CCAB Staff Consultant position is three-quarter time for a total of 1,416 hours annually at the 2017 hourly rate of $32.97 per hour with no paid holidays and three weeks of unpaid vacation time resulting in a total cost of $46,686 for 2017; and

WHEREAS, State of Michigan – Office of Community Alternatives and City of Lansing grant funds reduce the cost of Staff Consultant services to the County by $9,809 resulting in an actual cost to the County of $36,877 for 2017; and

WHEREAS, Westaff agrees to provide payroll services for the Staff Consultant position.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners does hereby approve entering a contract with Westaff for CCAB Staff Consultant services from January 1, 2017 through December 31, 2017 in an amount not to exceed $46,686.

BE IT FURTHER RESOLVED, that the contract funds will come from the 2017 approved Community Corrections budget.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign any necessary contracts and/or subcontracts consistent with this resolution subject to approval as to form by the County Attorney.

Agenda Item 8b

TO: Board of Commissioners Law & Courts Committee

FROM: Mary Sabaj, Community Corrections Manager

DATE: November 21, 2016

SUBJECT: **Contract for Drug Testing and Breathalyzer Services**
For the meeting agenda of December 1, 2016

BACKGROUND

An Evaluation Committee comprised of representatives within the 30th Circuit Court, Ingham County Adult Probation Department, and Community Corrections evaluated the three proposals received in response to RFP # 168-16 for Drug Testing and Breathalyzer Services. The current contract with Alcohol Drug Administrative Monitoring, Inc. for these services will expire December 31, 2016.

ALTERNATIVES

In the absence of a contract, there are no assurances that required testing services will be available or that required testing standards and protocols are being met. This contract will ensure that reasonable fees remain stable for the duration of the contract for the Court and for clients paying directly for services. A contract is required for all services reimbursed by the Court.

FINANCIAL IMPACT

Services are to be provided on both a client pay bases and billed to the Circuit Court for Swift and Sure Sanctions Probation Program (SSSPP) and Mental Health Court clients eligible for grant funded services. The contract sets forth the fee schedule and testing conditions to be met if and when a client is referred. No minimum number of clients is guaranteed under the contract. Funds were authorized in the FY2017 Court budget to pay for testing services.

OTHER CONSIDERATIONS

In recommending Alcohol Drug Administrative Monitoring, Inc., the Evaluation Committee took into consideration added value provided for testing fees, the lower cost of the test believed to be most frequently ordered, waiver of the intake fee and reduced breathalyzer fee, the ability to seamlessly continue services with a local vendor known to be reliable and accommodating with a proven track record of addressing Court and Probation requests and concerns quickly and expediently.

RECOMMENDATION

The Evaluation Committee respectfully recommends that a new contract be entered with the current vendor, Alcohol Drug Administrative Monitoring, Inc. for a performance period of January 1, 2017 through December 31, 2017 with automatic renewal for one year thereafter not to extend beyond December 31, 2018.

Agenda Item 8b

TO: Mary Sabaj, CCAB Manager

FROM: James Hudgins, Director of Purchasing
jhudgins@ingham.org

DATE: October 27, 2016

RE: Memo of performance for RFP No. 168-16: Drug and Breathalyzer Testing

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Per your request, the Purchasing Department sought proposals from qualified firms to submit a proposal for Drug and Breathalyzer Testing. As you are aware, these services will be provided for Ingham County Courts and agencies, as well as for Courts and agencies outside Ingham County in cases where the referred clients live or work in Ingham County. Ingham County encourages firms to submit proposals for multiple services and for multiple years.

The RFP was advertised in the Lansing State Journal, City Pulse, and posted on the Ingham County Purchasing Department's website.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendor invited to propose	25	2
Vendors responding	3	2

The summary of the vendors' costs are on the next page.

You are now ready to complete the final steps in the process: 1) Evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit evaluation to the Purchasing Department with your recommendation; 4) write a memo of explanation; and, 5) prepare a resolution for Board approval.

This Memorandum is to be emailed with your memo and resolution submission to "Resolutions" as acknowledgement of the Purchasing Department's participation in the proposal process.

*If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309. *

Summary of Costs

Company Name: A.D.A.M. INC Local: Yes, Lansing MI				Company Name: Drug & Alcohol Testing Centers Local: No, Bloomfield Hills MI				Company Name: Avertest LLC Local: Yes, Lansing, MI			
TESTING CATEGORIES	**CLIENT PAY**	***CLIENT FEE**	***NON-CLIENT FEE (not enrolled-generally 1X only)**	**TESTING CATEGORIES**	**CLIENT PAY**	***CLIENT FEE**	***NON-CLIENT FEE (not enrolled-generally 1X only)**	**TESTING CATEGORIES**	**CLIENT PAY**	***CLIENT FEE**	***NON-CLIENT FEE (not enrolled-generally 1X only)**
CLIENT INTAKE FEE	na	na	na	CLIENT INTAKE FEE	na	na	na	CLIENT INTAKE FEE	na	na	na
PBT	$2.00	$2.00	na	PBT	$2.00	$2.00	$2.00	PBT	Incl. w/ drug test or $3.00 alone	Incl. w/ drug test or $3.00 alone	Incl. w/ drug test or $3.00 alone
5 PANEL ONSITE	11.00*	$12.00*	na	5 PANEL ONSITE	$10.00	$10.00	$10.00	5 PANEL ONSITE	na	na	na
**5 PANEL/PBT INCLUDED	$11.00*	$12.00*	na	**5 PANEL/PBT INCLUDED	$10.00	$10.00	$10.00	**5 PANEL/PBT INCLUDED	$14.00	$14.00	$14.00
10 PANEL ONSITE	$22.00	$22.00	na	10 PANEL ONSITE	$15.00	$15.00	$15.00	10 PANEL ONSITE	na	na	na
10 PANEL/PBT INCLUDED	$22.00	$22.00	na	10 PANEL/PBT INCLUDED	$15.00	$15.00	$15.00	10 PANEL/PBT INCLUDED	na	na	na
1 X ONLY 5 PANEL ONSITE	$21.00	$21.00	$21.00	1 X ONLY 5 PANEL ONSITE	$10.00	$10.00	$10.00	1 X ONLY 5 PANEL ONSITE	$14.00	$14.00	$14.00
1 X ONLY 10 PANEL ONSITE	$22.00	$22.00	$33.00	1 X ONLY 10 PANEL ONSITE	$15.00	$15.00	$15.00	1 X ONLY 10 PANEL ONSITE	$19.00	$19.00	$19.00
***LAB CONFIRMATION	$25.00	$25.00	$25.00	***LAB CONFIRMATION	$20.00	$20.00	$20.00	***LAB CONFIRMATION	$19.95	$19.95	$19.95
DXM	$25.00	$25.00	$35.00	DXM	$25.00	$25.00	$25.00	DXM	$15.00	$15.00	$15.00
ETG	$25.00	$25.00	$35.00	ETG	$15.00	$15.00	$15.00	ETG	Incl. w/ test or $12.50 alone	Incl. w/ test or $12.50 alone	Incl. w/ test or $12.50 alone
8 PANEL LAB	$25.00**	$25.00**	$35.00	8 PANEL LAB	$20.00	$20.00	$20.00	8 PANEL LAB	$18.00	$18.00	$18.00
10 PANEL LAB	$35.00***	$35.00***	$45.00	10 PANEL LAB	$25.00	$25.00	$25.00	10 PANEL LAB	$19.00	$19.00	$19.00
ANABOLIC STEROIDS	$75.00	$75.00	$85.00	ANABOLIC STEROIDS	$65.00	$65.00	$65.00	ANABOLIC STEROIDS	$175.00	$175.00	$175.00
SYNTHETIC CANNABINOID (K2,SPICE)	$45.00	$45.00	$55.00	SYNTHETIC CANNABINOID (K2,SPICE)	$35.00	$35.00	$35.00	SYNTHETIC CANNABINOID (K2,SPICE)	$25.00	$25.00	$25.00
SYNTHETIC STIMULANT (BATH SALT)	$40.00	$40.00	$50.00	SYNTHETIC STIMULANT (BATH SALT)	$35.00	$35.00	$35.00	SYNTHETIC STIMULANT (BATH SALT)	$35.00	$35.00	$35.00
ORAL LAB	$37.00	$37.00	$47.00	ORAL LAB	$25.00	$25.00	$25.00	ORAL LAB	$19.50	$19.50	$19.50
HAIR FOLLICLE	$125.00	$125.00	$125.00	HAIR FOLLICLE	$75.00	$75.00	$75.00	HAIR FOLLICLE	$75.00	$75.00	$75.00
NICOTINE	$25.00	$25.00	$35.00	NICOTINE	$15.00	$15.00	$15.00	NICOTINE	$2.50 Add on or $15.00 alone	$2.50 Add on or $15.00 alone	$2.50 Add on or $15.00 alone

A.D.A.M. pricing:

*Replacing 5 panel with 6 Panel to add oxycodone.
** Replacing 8 panel with 10 panel lab that includes the EtG (500) test retaining the $25.00 fee)
***Replacing the 10 panel lab with a 12 panel lab retaining the $35.00 fee

Agenda Item 8b

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE ENTERING A CONTRACT WITH ALCOHOL DRUG ADMINISTRATIVE MONITORING, INC. FOR DRUG TESTING AND BREATHALYZER SERVICES

WHEREAS, the current contract entered between Ingham County and Alcohol Drug Administrative Monitoring, Inc. for drug and breathalyzer testing services will expire on December 31, 2016; and

WHEREAS, the 30th Judicial Circuit Court through Pretrial Services, Circuit Court Adult Probation, Swift and Sure Sanctions Probation Program, Mental Health Court and Family Division, including Friend of the Court and Juvenile Division (hereafter referred to as "referral sources") clients require ongoing testing services that are administered in compliance with all County requirements including laboratory testing at predetermined frequencies in conjunction with instant testing and approved chain of custody protocols; and

WHEREAS, in the absence of any monetary subsidy provided by Ingham County, it is critical that client pay testing services be available at a level that is not overly burdensome to clients referred from the above County referral sources; and

WHEREAS, client pay and testing services to be reimbursed by the Circuit Court will be charged pursuant to a fee schedule that is agreeable to the Circuit Court; and

WHEREAS, funds were authorized in the FY2017 Court budget for testing services; and

WHEREAS, after distributing a Request for Proposals (RFP) for Drug and Breathalyzer Testing services; and, after receiving and evaluating the three responses, the Evaluation Committee recommends Alcohol Drug Administrative Monitoring, Inc. and has determined this vendor willing to provide testing services in compliance with testing needs and protocols as defined by Ingham County pursuant to the attached fee schedule for all clients referred by the above referral sources.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering a contract with Alcohol Drug Administrative Monitoring, Inc. for drug and breathalyzer testing services for the period of January 1, 2017 through December 31, 2017 with automatic renewal for one year thereafter not to extend beyond the 31st day of December, 2018.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary contracts\subcontracts consistent with this resolution subject to approval as to form by the County Attorney.

Agenda Item 9

TO: Board of Commissioners, Law & Courts and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: November 21**,** 2016

SUBJECT: A contract with Myers Plumbing & Heating to provide HVAC preventative maintenance services six (6) times per year at thirteen (13) 911 tower sites

For the meeting agendas of: December 1 & December 7

BACKGROUND

The previous maintenance contract with Walter Mechanical Services Inc. DBA: ATI Group expires on December 31, 2016. The contract with Myers Plumbing & Heating will be effective from January 1, 2017 through December 31, 2019, with an optional two (2) year renewal at the time of expiration.

ALTERNATIVES

There are no alternatives for this project.

FINANCIAL IMPACT

Myers Plumbing & Heating submitted the lowest responsive and responsible bid of $46,425.00. They were chosen after going through a competitive bidding process and have the recommendation of both the Purchasing and Facilities Departments. Funds are available in the 911 Center contractual line item #261-32500-818000.

OTHER CONSIDERATIONS

There are no other considerations for this project.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support a contract with Myers Plumbing & Heating.

Agenda Item 9

TO: Richard Terrill, Facilities Director

FROM: James Hudgins, Director of Purchasing
jhudgins@ingham.org

DATE: October 26, 2016

RE: Memo of performance for RFP No. 176-16: Annual Heating, Ventilating & Air Conditioning Preventive Maintenance, Repair, & Emergency Services

Per your request, the Purchasing Department sought proposals from qualified and experienced 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 (6) times per year at thirteen (13) 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 (3) years with an option for a 2-year renewal.

The RFP was advertised in the Lansing State Journal and City Pulse, and posted on the Ingham County Purchasing Department's website.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendor invited to propose	60	22
Vendor attending pre-bid/proposal meeting	8	4
Vendors responding	6	3

A summary of the vendors' costs is on the next page.

SUMMARY OF COSTS

	VENDOR NAME	VENDOR NAME	VENDOR NAME	VENDOR NAME	VENDOR NAME	VENDOR NAME
	Myers Plumbing &	J.E.Johnson	Hurst Mechnical	Pleune Services	Limbach	T.H. Eifert
Local Preference	No, Clinton Cty.	No, Midland MI	No, Belmont, MI	Yes, Lansing MI	Yes, Lansing	Yes, Lansing MI
Year 1 Cost	$15,322.00	$19,520.00	$19,895.52	$22,337.00	$25,332.00	$47,520.00
Year 2 Cost	$15,475.00	$20,496.00	$20,942.65	$22,337.00	$25,332.00	$47,520.00
Year 3 Cost	$15,629.00	$21,520.00	$22,044.89	$22,337.00	$25,332.00	$47,520.00
Total:	**$46,426.00**	**$61,536.00**	**$62,883.06**	**$67,011.00**	**75, 996.00**	**$142,560.00**
Yr 1, hourly rate reguluar hours	$90.00	$155.00	$104.82	$91.00	$95.00	$96.00
Yr 1, hourly rate after hours	$135.00	$232.50	$157.83	$182.00	$125.00	$144.00
Yr 2, hourly rate reguluar hours	$90.00	$162.75	$106.82	$91.00	$95.00	$96.00
Yr 2, hourly rate after hours	$135.00	$244.00	$160.23	$182.00	$125.00	$144.00
Yr 3, hourly rate reguluar hours	$90.00	$170.00	$108.82	$91.00	$95.00	$96.00
Yr 3, hourly rate after hours	$135.00	$255.00	$163.23	$182.00	$125.00	$144.00

You are now ready to complete the final steps in the process: 1) Evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit evaluation to the Purchasing Department with your recommendation; 4) write a memo of explanation; and, 5) prepare a resolution for Board approval.

For construction projects over $10,000 preconstruction meetings are required. Please make sure the Purchasing Department is invited and is able to attend such meetings to ensure all contractors are in compliance with prevailing wages and proper bonding.

This Memorandum is to be included with your memo and resolution submission to the "resolutions group" as acknowledgement of the Purchasing Department's participation in the proposal process.

If I can be of further assistance, please email jhudgins@ingham.org

Agenda Item 9

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AWARDING A CONTRACT TO MYERS PLUMBING & HEATING TO PROVIDE HVAC PREVENTATIVE MAINTENANCE SERVICES SIX (6) TIMES PER YEAR AT THIRTEEN (13) 9-1-1 TOWER SITES

WHEREAS, the previous maintenance contract with Walter Mechanical Services Inc. DBA: ATI Group expires on December 31, 2016; and

WHEREAS, the contract with Myers Plumbing & Heating will be effective from January 1, 2017 through December 31, 2019, with an optional two (2) year renewal at the time of expiration; and

WHEREAS, both the Purchasing and Facilities Departments agree that a contract be awarded to Myers Plumbing & Heating who submitted the lowest responsive and responsible bid of $46,425.00; and

WHEREAS, funds for this project are available in the 911 Center contractual line item #261-32500-818000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes awarding a contract to Myers Plumbing & Heating, Inc., 16825 Industrial Parkway, Lansing, Michigan 48906, to provide HVAC Preventative Maintenance services six (6) times per year at thirteen (13) 911 tower sites.

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.

Agenda Item 10

MEMORANDUM

TO: Law and Courts Committee
Finance Committee

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

DATE: November 10, 2016

RE: Contracts

For many years the Probate Court has contracted with local attorneys to provide respondent legal representation services in involuntary mental illness matters and general Probate matters as well as respondent guardian ad litem services, and for most of those years the compensation was not increased. The compensation to the attorneys providing MI attorney services ($10,300 per year), providing general Probate attorney services ($17,510 per year), and providing GAL services ($74,160) was increased the first time by 3% last year to partly compensate for the increase in the cost of living over the years. We calculate that one more increase of 3% will fully compensate them for several years of no compensation increases.

Attorneys Michael Staake and William Metros have provided MI attorney services for several years and we would like them to continue doing so in 2017. Attorneys Robert Refior and Elias Kafantaris have provided general Probate attorney and GAL services for several years and we would like them to continue doing so in 2017.

For the 2017 GF budget, the Probate Court requested and received from the Board of Commissioners additional funds so as to increase each above contract amount by another 3%. This translates into a $3059 total increase over all three contracts: $309 for MI attorney services, with the new total of $10,609; $525 for general Probate attorney services, with the new total of $18,035; and $2225 for GAL services, with a new total of $76,385).

We are requesting authorization to use the budgeted funds to enter into contracts with the aforementioned attorneys for the same services as covered in earlier years but at the slightly increased contract amounts.

Agenda Item 10

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING CONTRACTS WITH ATTORNEYS FOR SERVICE ON MENTAL ILLNESS AND GENERAL PROBATE MATTERS

WHEREAS, for many years the Probate Court has contracted with local attorneys to provide respondent legal representation services in involuntary mental illness (MI) matters and general Probate matters as well as respondent guardian ad litem (GAL) services; and

WHEREAS, the compensation to the attorneys providing MI attorney services ($10,300 per year), providing general Probate attorney services ($17,510 per year), and providing GAL services ($74,160) was increased by 3% last year to partly compensate for cost-of-living increases over the years; and

WHEREAS, Attorneys Michael Staake and William Metros have provided MI attorney services for several years, and Mr. Metros has indicated that he cannot continue providing these services next year, and the Probate Court would like Mr. Staake to continue providing such services in 2017; and attorneys Robert Refior and Elias Kafantaris have provided general Probate attorney and GAL services for several years and the Probate Court would like them to continue doing so in 2017; and

WHEREAS, for the 2017 GF budget, the Probate Court requested and received from the Board of Commissioners additional funds so as to increase each above contract amount by 3%, which translates into a $3,059 total increase over all three contracts ($309 for MI attorney services, with the new total of $10,609; $525 for general Probate attorney services, with the new total of $18,035; and $2,225 for GAL services, with a new total of $76,385).

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes entering into contract with attorney Michael Staake for providing representation in involuntary mental illness attorney services up to $10,609 for the time period of January 1, 2017 through December 31, 2017.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into contracts with attorneys Robert Refior and Elias Kafantaris for providing representation in general Probate matters up to $18,035 as well as respondent guardian ad litem (GAL) attorney services up to $76,385 for the time period of January 1, 2017 through December 31, 2017.

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 approval as to form by the County Attorney.

Agenda Item 11a

TO: Board of Commissioners Human Services and Finance Committees

FROM: Linda S. Vail, MPA, Health Officer

DATE: November 17, 2016

SUBJECT: Resolution to amend Resolution #16-425 to Authorize the fourth year of funding cycle of the AmeriCorps*VISTA Project

For the meeting agendas of 12/5/16 and 12/7/16

BACKGROUND

Ingham County Health Department (ICHD) on behalf of the Power of We Consortium (PWC) was the recipient of grant funds in support of the AmeriCorps* VISTA Project from the Corporation for National and Community Services (CNCS) for a fourth year of the funding cycle for 2016-17. Resolution #16-425 authorized the funding. CNCS has provided Ingham County an amended fourth year of the funding cycle for 2016-2017 providing funding with up to sixteen (16) AmeriCorps*VISTA members to perform national service to strengthen and supplement efforts to eliminate poverty and poverty-related human, social and environmental problems. The attached resolution reflects the amended budget in which the total cash contributions from the 15 external AmeriCorps VISTA Cost Share sites requirement is $100,510 rather than the $84,043 reflected in Resolution #16-425. This change does not result in any additional cost to Ingham County.

ALTERNATIVES

N/A

FINANCIAL IMPACT

CNCS has granted ICHD, on behalf of the PWC, the fourth year funding for the AmeriCorps*VISTA Program with a total budget of $151,215 for the 2016-2017 fiscal year comprised of $15,000 CNCS funds and $136,215 local resources, and authorizes a grant agreement with the CNCS for the time period of September 18, 2016 through September 16, 2017. Out of a total of 16 FTE AmeriCorps*VISTA members, 15 FTE will be placed in host sites selected through an RFP process and 1 FTE AmeriCorps*VISTA Leader will be placed with the Power of We Consortium.

The Local Resources are drawn from:

1) cash contributions from the external host sites totaling $100,510
2) VISTA Deferred Revenue Cost Share Funds $14,000
3) Revenue from Ingham County $21,705

From the Local Resources, CNCS is requiring payment of the VISTA Cost Share in the amount of $72,270 as stated in Amendement #1 of the Memorandum of Agreement dated 09/28/16.

Separate from the $151,215 budget, CNCS will pay the following member expenses directly to the members out of additional Federal dollars: Living Allowances of $123,675, Education and End of Service Awards $85,800 and Health Insurance $62,100 for a total of $271,575.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached amended resolution for the fourth year funding cycle of the AmeriCorps*VISTA Project budget in the amount of $151,215 for the period of September 18, 2016 through September 16, 2017.

Revised 09-27-16 VISTA

Budget Narrative: Power of We Consortium for Ingham County Health Department

Program Type: Support Grant
Cost Share

Section I. Volunteer Support Expenses

A. Project Personnel Expenses

Position/Title -Qty -Annual Salary -% Time	CNCS Share	Grantee Share	Total Amount	Member Support
Supervisor: - 1 person(s) at 48504 each x 100 % usage	15,000	33,504	48,504	0
CATEGORY Totals	15,000	33,504	48,504	0

B. Personnel Fringe Benefits

Item -Description	CNCS Share	Grantee Share	Total Amount	Member Support
FICA: 7.65% of $48,504	0	3,710	3,710	0
Health Insurance: Health Insurance $11,679, Dental $904, Vision $124, EAP $33,	0	12,740	12,740	0
Retirement: Retirement	0	3,759	3,759	0
Life Insurance: Life Insurance $106, Disability Insurance $63	0	169	169	0
Workers Comp & Unemployment & Liability: Workers Compensation $223, Unemployment $243, Liability $93	0	559	559	0
CATEGORY Totals	0	20,937	20,937	0

C. Project Staff Travel

Local Travel

Purpose -Calculation	CNCS Share	Grantee Share	Total Amount	Member Support
Project Staff Travel: 309 miles X $0.54/mile	0	167	167	0
CATEGORY Totals	0	167	167	0

Long Distance Travel

Purpose -Destination -Other Travel -Trans. Amount -Meals/ Lodging	CNCS Share	Grantee Share	Total Amount	Member Support
Additional Training: Coordinator Training-5 Day Professional Conference Total Costs to attend.- Meals/Lodging 1,390 Trans 700 Other 910	0	3,000	3,000	0
CATEGORY Totals	0	3,000	3,000	0

D. Equipment

Item/Purpose -Qty -Unit Cost	CNCS Share	Grantee Share	Total Amount	Member Support
0: - 0 x 0	0	0	0	0
CATEGORY Totals	0	0	0	0

E. Supplies

Item -Calculation	CNCS Share	Grantee Share	Total Amount	Member Support
Office Supplies and Supplies for Members: Total cost	0	3,485	3,485	0
CATEGORY Totals	0	3,485	3,485	0

F. Contractual Service

Purpose -Calculation	CNCS Share	Grantee Share	Total Amount	Member Support
Payroll:	0	0	0	0
Contract for Development & Evaluation of VISTA Members:	0	0	0	0
CATEGORY Totals	0	0	0	0

I. Other Volunteer Support Costs

Item	CNCS Share	Grantee Share	Total Amount	Member Support
Communications:	0	19	19	0
Printing:	0	500	500	0
Logistics:	0	0	0	0
CATEGORY Totals	0	519	519	0

J. Indirect Costs

Calculation -Rate -Rate Claimed -Cost Type	CNCS Share	Grantee Share	Total Amount	Member Support
CATEGORY Totals	0	0	0	0
SECTION Totals	15,000	61,612	76,612	0
PERCENTAGE	20%	80%		

Section II. Volunteer Expenses

A. Personnel Expenses

Living Allowances

Full Time (Federal)

Description/Sites - # Mbrs -Allowance Rate	CNCS Share	Grantee Share	Total Amount	Member Support
Community and faith-based organizations: - 9 x 11880	0	0	106,920	106,920
VISTA Leader: - 1 x 14280	0	0	14,280	14,280
5 short term (less than 2 weeks) overlap slots if needed.: - 5 x 495	0	0	2,475	2,475
CATEGORY Totals	0	0	123,675	123,675

Full Time (non-Federal)

Description/Sites - # Mbrs -Allowance Rate	CNCS Share	Grantee Share	Total Amount	Member Support
6 cost share member: - 6 x 11880	0	71,280	71,280	0
Overlap slots for November placement, not to exceed 2 weeks.: - 2 x 495	0	990	990	0
CATEGORY Totals	0	72,270	72,270	0

Summer Associate (Federal)

Description/Sites - # Mbrs -Allowance Rate	CNCS Share	Grantee Share	Total Amount	Member Support
CATEGORY Totals	0	0	0	0

Summer Associate (non-Federal)

Description/Sites - # Mbrs -Allowance Rate	CNCS Share	Grantee Share	Total Amount	Member Support
CATEGORY Totals	0	0	0	0

Education and End of Service Awards

Item - # Mbrs -Rate	CNCS Share	Grantee Share	Total Amount	Member Support
Education Award: - 12 x 5775	0	0	69,300	69,300
Education Award - Summer Associate: - 0 x 1222	0	0	0	0
End of Service Stipend - Regular: - 11 x 1500	0	0	16,500	16,500
End of Service Stipend - Leader: - 0 x 3000	0	0	0	0

End of Service Stipend - Summer Associate: - 0 x 250	0	0	0	0
CATEGORY Totals	0	0	85,800	85,800

B. Fringe Benefits

Health Insurance

Item/Description - # Mbrs -Rate	CNCS Share	Grantee Share	Total Amount	Member Support
Health Insurance: - 23 x 2700	0	0	62,100	62,100
CATEGORY Totals	0	0	62,100	62,100

FICA

Item/Description -Rate (%) -Stipend Amount	CNCS Share	Grantee Share	Total Amount	Member Support
FICA: - 0 x 5.65 %	0	0	0	0
CATEGORY Totals	0	0	0	0

C. Travel

Item/Description -Calculation	CNCS Share	Grantee Share	Total Amount	Member Support
Member Travel: 16 members x 270.0231 miles/member x $0.54 per mile	0	2,333	2,333	0
CATEGORY Totals	0	2,333	2,333	0

G. Other Volunteer Expenses

Item -Description	CNCS Share	Grantee Share	Total Amount	Member Support
Federal COLA Increase:	0	0	0	0
Non-Federal COLA/Costshare Increase:	0	0	0	0
Fingerprinting Reimbursement Enter $25 per full-time grant VISTA:	0	0	0	0
CATEGORY Totals	0	0	0	0
SECTION Totals	0	74,603	346,178	271,575
PERCENTAGE	0%	22%		

BUDGET Totals	15,000	136,215	422,790	271,575
PERCENTAGE	4%	32%		

Total MSYs	23.00			
Cost/MSY	652			

Source of Funds

Section	Description
Section I. Volunteer Support Expenses	
Section II. Volunteer Expenses	

Agenda Item 11a

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AMENDING RESOLUTION #16-425 TO AUTHORIZE THE FOURTH YEAR OF THE AMERICORPS VISTA GRANT CYCLE FOR 2016-2017

WHEREAS, Ingham County Health Department (ICHD) on behalf of the Power of We Consortium (PWC) was the recurring recipient of grant funds in support of the AmeriCorps* VISTA Project from 2006-2010, and annual renewal of such funding was accepted by resolution (#06-333, #07-307, #08-321, #09-159, #10-055, #10-396); and

WHEREAS, the Corporation for National and Community Services (CNCS) provided a new funding cycle which the first year of such funding was accepted by resolution #13-380; and the second year funding was accepted by #14-388; and the third year funding was accepted by #15-352; and

WHEREAS, Resolution #16-425 accepted funding for Year Four of the grant cycle and CNCS has provided Ingham County an amended agreement for this fourth year of the funding cycle for 2016-2017 with a total budget of $151,215 comprised of $15,000 CNCS funds, and $136,215 from local funds of which CNCS is requiring payment of the VISTA Cost Share in the amount of $72,270 as stated in Amendment #1 of the Memorandum of Agreement dated 09/28/16. This will provide funding with up to sixteen (16) AmeriCorps*VISTA members to perform national service to strengthen and supplement efforts to eliminate poverty and poverty-related human, social and environmental problems; and

WHEREAS, out of a total of 16 FTE AmeriCorps*VISTA members, 15 FTE will be placed in host sites selected through an RFP process and 1 FTE AmeriCorps*VISTA Leader will be placed with the Power of We Consortium; and

WHEREAS, separate from the $151,215 budget program expenses, CNCS will pay the following member expenses directly to the members out of additional Federal dollars: Living Allowances of $123,675, Education and End of Service Awards $85,800 and Health Insurance $62,100 for a total of $271,575 additional Federal dollars; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners accept the AmeriCorps grant award.

THEREFORE BE IT RESOLVED, that the Board of Commissioners accepts the amended fourth year of the funding cycle for the AmeriCorps*VISTA program with the 2016-2017 year in the budget amount of $151,215 made up of $15,000 CNCS funds and $136,215 local resources, and authorizes a grant agreement with the CNCS for the time period of September 18, 2016 through September 16, 2017.

BE IT FURTHER RESOLVED, that a non-federal match of $136,215 is authorized, obtained through cash contributions of up to $6,700.67 from each of fifteen external AmeriCorps*VISTA host sites totaling $100,510, as selected through a Request for Proposal process, up to $14,000 from VISTA Deferred Revenue Funds and $21,705 in Ingham County Funds.

BE IT FURTHER RESOLVED, that separate from the $151,215 program budget expenses, CNCS will pay the following member expenses directly to the members out of additional Federal dollars: Living Allowances of $123,675, Education and End of Service Awards $85,800 and Health Insurance $62,100 for a total of $271,575.

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

BE IT FURTHER RESOLVED, that the Health Officer is authorized to submit the Amended 2016-2017 budget electronically through the CNCS E-Grants system, and tentatively electronically approve the Memorandum of Agreement. After approval as to form by the County Attorney, the Memorandum of Agreement is final.

Agenda Item 11b

TO: Board of Commissioners Human Services, County Services & Finance Committees

FROM: Linda S. Vail, MPA, Health Officer

DATE: November 17, 2016

SUBJECT: Community Health Representative IV conversion to Coding Specialist

For the meeting agenda of 12/5/16 and 12/7/16

BACKGROUND

The Ingham Community Health Department (ICHD) currently has a vacant Community Health Representative IV position in the Billing & Reporting Unit. An analysis was conducted to determine if this position was appropriate based on the continuing complexity of medical/dental and behavioral health coding. It was determined a Coding Specialist position is more appropriate, as it would allow additional support for medical chart/record audits for coding compliance to Federal & State regulations and guidelines. In addition, a Coding Specialist would provide an additional resource for education and training on accurate coding and documentation practices.

ICHD engaged the United Auto Workers (UAW) to discuss the need for a Letter of Understanding (LOU) which allows an employee up to 12 months from date of hire to obtain the necessary training and obtain certification to become a (Certified Professional Coder – CPC).

ALTERNATIVES

Position remains a Community Health Representative IV.

FINANCIAL IMPACT

The proposed conversion of this position is an additional $8,500 annually based on step 5 personnel cost comparison of both positions. The budget analysis is attached. The expected improvements in coding compliance, chart auditing and staff training will lead to improved efficiencies. Additionally, it is expected that two (2) positions will remain vacant in the Billing & Reporting unit in FY 17.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information presented, I respectfully recommend conversion of the Community Health Representative IV position (601303) to a Coding Specialist position.

Conversion Financial Analysis - Ingham County Health Department

	Current - FY 17 Community Health Rep IV 1.0 FTE Position # 601303 UAW F Step 5	Proposed Coding Specialist 1.0 FTE Position # 601303 UAW G Step 5	Increase/ (Decrease)
Salary	44,839	45,085	246
Unemployment -	237	225	(12)
Fica	3,626	3,449	(177)
Retirement	7,049	2,822	(4,226)
Health Insurance Waiver	2,563	-	(2,563)
Health Insurance	-	15,325	15,325
Retiree Health Surcharge Chargeback	3,347	3,347	(0)
Health Insurance Trust	2,133	2,029	(104)
Dental	904	904	-
Vision	124	124	-
Workers Comp	95	95	1
Life Insurance	79	79	-
Disability	62	62	0
CARES	33	33	-
Liability Insurance	336	338	2
TOTAL	**65,427**	**73,918**	**8,491**

Note:

Analysis was based on FY 17 Personnel Cost Projections

Health Insurance costs is based on a 2-person policy

DRAFT INGHAM COUNTY
JOB DESCRIPTION

CODING SPECIALIST

General Summary:

Under the supervision of the Billing and Reporting Manager, assists with the adherence of the Department's coding and documentation policies. Trains and coordinates the duties of billing staff responsible for charge entry and review. Participates in medical chart/record audits for coding compliance according to federal and state regulations and guidelines. Prepares reports of findings and works with staff to provide education and training on accurate coding and documentation practices.

Essential Functions:

1. Provides training to new and existing staff that enter or review submitted charge codes from the Electronic Health/Dental Record for accuracy and compliance.

2. Coordinates the duties of billing staff that perform charge entry/review functions to ensure all activities are complete in a timely and accurate manner.

3. Identifies issues with coding submissions and works to achieve corrections and performance improvement.

4. Audits medical record documentation to identify miscoded and under/up coded services; prepares reports of findings and meets with providers to provide education and training on accurate coding practices and compliance issues.

5. Interacts with providers and other staff regarding billing, coding and documentation policies, procedures, and regulations.

6. Trains, instructs, and/or provides technical support to medical providers and other staff regarding coding compliance documentation, regulatory provisions, and third party payer requirements.

7. Keeps updated on all changes to insurance requirements based on contracts, industry standards and new regulations. Reviews and interprets state documentation and policies related to program benefits and billing.

8. Develops, reviews and modifies relevant procedures, protocols, and data management systems.

9. Interacts with providers and management to review and/or implement codes and to update charge documents.

10. Attends coding conferences, workshops, and in-house sessions to receive updated coding information and changes in coding and/or regulations.

11. May serve as a back-up with billing, claims payment entry and rejection follow-up.

Other Functions:

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

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

Employment Qualifications:

Education: High School diploma or equivalent and a minimum of specialized training acquired through seminars and workshops, or related activities which are cumulatively viewed as the equivalent to 12 credits of college level training is required. Associates Degree or higher preferred.

Certification: Certified Professional Coder (CPC) or equivalent required or the ability to obtain CPC Apprentice Status within 12 months of hire. Plus a Certified Professional Medical Auditor (CPMA) preferred.

Experience: A minimum of one year of experience in billing and coding. Previous experience reviewing medical charts preferred. Experience in conducting training sessions preferred.

Other Requirements: None

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

Physical Requirements:

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

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

September 2016
UAW G

County of Ingham

HUMAN RESOURCES DEPARTMENT
5303 S. Cedar Street, Suite 2102
Lansing, MI 48911-3895

Administration: 517. 887.4327
Employee Services: 517.887.4373
Internet: www.ingham.org

Employment: 517.887.4328
FAX Number: 517.887.4396

TO: Linda Vail, Health Officer
Russ Kolski, Deputy Health Officer
Lynn Kiter, Billing and Reporting Manager

FROM: Beth Bliesener, Employment Specialist

DATE: 11-10-16

RE: Memo of Analysis for reorganization of the Billing and Reporting Department

---

The Health Department is reorganizing the Billing and Reporting Department to enhance their ability to serve residents of Ingham County.

1. Position number 601303 a Community Health Representative IV is currently vacant.
2. The Billing and Reporting Department has created a new position titled Coding Specialist. The newly created position will be compensated at an UAW G, salary range ($37,812.51 - $45,084.11)
3. The Billing and Reporting Department would like to convert vacant position 601303 from a CHR IV to a Coding Specialist.
4. I have attached the updated job descriptions for your records.

I have sent the UAW chair notice and they support the reorganization. I have attached their response.

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

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

Thelen, Eric

From: Auer, Sally
Sent: Thursday, November 10, 2016 4:43 PM
To: Parsons, Travis
Subject: RE: Coding Specialist - 1 year probation
Attachments: LOU for Coding Specialist Probationary Period.pdf

Here's a signed copy of the LOU for Coding Specialist. The UAW is in agreement with both the LOU and the newly created job description and position level. If you need anything else, please contact me.

No act of kindness,
no matter how small,
is ever wasted.
Aesop

In Solidarity

Sally Auer
Chairperson Ingham County Unit
UAW Local 2256
(517) 483-6209 – Office
(517) 574-6548 – Cellular

From: Parsons, Travis
Sent: Thursday, November 10, 2016 4:19 PM
To: Auer, Sally
Subject: Coding Specialist - 1 year probation

Sally,
Per our conversation this afternoon, please see the revised LOU regarding the extension of probation of the Coding Specialist classification. Please respond with an affirmative email stating your agreement to the LOU.
Thank you,

Travis Parsons
Human Resources Director
5303 S. Cedar Street, Suite 2102
Lansing, MI 48911
Phone: (517) 887-4327
Fax: (517) 887-4396
tparsons@ingham.org

Agenda Item 11b

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE CONVERSION OF A COMMUNITY HEALTH REPRESENTATIVE IV POSITION TO A CODING SPECIALIST POSITION

WHEREAS, the Billing & Reporting unit has a vacant Community Health Representative IV position; and

WHEREAS, an analysis was completed to determine the direction and operational efficiencies of the unit; and

WHEREAS, it was determined that a Coding Specialist position would meet those needs; and

WHEREAS, the proposed conversion is anticipated to cost an additional $8,500 per year based on step 5 personnel cost comparisons; and

WHEREAS, the additional costs will be absorbed by the expected vacancies within the Billing & Reporting Unit; and

WHEREAS, the proposed conversion will allow improvements in medical charts/records audits for coding compliance to Federal & State regulations and guidelines; and

WHEREAS, the Ingham County Board of Commissioners and the UAW are agreeable to this arrangement, as reflected in the attached Letter of Understanding between the parties.

THEREFORE BE IT RESOLVED, that the Board of Commissioners approves conversion of position #601303, a Community Health Representative IV (UAW F, $44,389) to a Coding Specialist position (UAW G, $45,085).

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

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners and the Health Officer are hereby authorized to sign any necessary contract documents consistent with this resolution on behalf of the county after approval as to form by the County Attorney.

LETTER OF UNDERSTANDING

BETWEEN

COUNTY OF INGHAM (Employer)

AND

UNITED AUTOMOBILE AEROSPACE AND AGRICULTURAL IMPLEMENT WORKERS OF AMERICA (UAW) INGHAM COUNTY UNIT LOCAL #2256 (Union)

WHEREAS, the Employer and the Union have entered a collective bargaining agreement that covers the new classification of Coding Specialist, extending through December 31, 2017 (the "CBA"); and

WHEREAS, the job description, as agreed to by the Employer and the Union, includes the certification of Certified Professional Coder (CPC), which can be obtained within twelve (12) months of hire, as a minimum qualification; and

WHEREAS, the certification may take up to 12 months following their date of hire to complete the necessary training and obtain certification; and

WHEREAS, the Employer and the Union recognize that the certification process exceeds the current probationary period of 180 days under Article 7, Section 2. Probationary Period; and

WHEREAS, the Employer and the Union agree to extend the probationary period for the Coding Specialist classification to 1 year from the date of hire into the position.

NOW, THEREFORE, IT IS HEREBY AGREED between the parties as follows:

1. The new classification description for Coding Specialist, that includes the Certified Professional Coder (CPC), is attached as **Exhibit 1**.

2. The extension of probation to 1 year is solely for the purpose of employment status, specifically Article 7, Section 2. B. and C. of the CBA shall apply for 1 year, and all other benefits shall be in accordance with the 180 day probationary period.

3. The extension of the probationary period would not apply to current employees who have already completed their initial 180 day probationary period.

4. It is expressly understood and agreed by the parties that because of the particular set of factual circumstances for this new classification, this LOU is without precedence or prejudice as to any other cases.

5. All the other terms and condition specified in the parties' collective bargaining agreement shall remain in full force and effect.

COUNTY OF INGHAM

Kara Hope, Chairperson Date
Ingham County Board of Commissioners

Linda Vail, Health Officer Date

APPROVED AS TO FORM
FOR THE COUNTY OF INGHAM:
COHL, STOKER & TOSKEY, P.C.

Mattis Nordfjord

UAW LOCAL 2256

Sally Auer 11-10-16
Sally Auer, Chairperson Date

Date

Exhibit 1

Agenda Item 11c

TO: Board of Commissioners Human Services, County Services and Finance Committees

FROM: Linda S. Vail, MPA, Health Officer

DATE: November 15, 2016

SUBJECT: Letter of Understanding Reinstating Shift Differential for Jail Nurses

For the meeting agenda of 12/5/16; 12/6/16 and 12/7/16

BACKGROUND

A Letter of Understanding existed between Ingham County Health Department (ICHD) and the ICEA County Professionals Union (ICEA) allowing a shift differential to be paid to Jail Nurses working evening hours. This Letter of Understanding has since expired. To remain competitive in the hiring process and for staff retention ICHD would like to continue this shift differential. The ICEA and its Professional Employees Unit has agreed to terms of this shift differential, which would allow for a premium of $1.00 above straight-time rates for all normal hours worked from 6:30 PM – 11:59 PM and a premium of $2.00 above straight-time rates for all normal hours worked from 12:00 AM to 6:30 AM. ICHD Jail Nurses work shifts that provide coverage into the evening and overnight hours.

ALTERNATIVES

A shift differential for registered nurses is a community standard for those working evening hours and allows the county to remain competitive in its hiring processes.

FINANCIAL IMPACT

There is no negative financial impact as the currently budgeted salaries and wages for ICHD Jail Health Services is sufficient to cover this additional shift premium.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support a Letter of Understanding to the Collective Bargaining Agreement (CBA), to provide a shift differential for ICHD Jail Nurses working between the hours of 6:30 PM and 6:30 AM.

Prettenhofer, Rachel

Subject: FW: LOU

From: Cook, Desiree
Sent: Monday, November 14, 2016 5:46 PM
To: Bliesener, Elisabeth
Subject: Re: LOU

We support this LOU.

Sent from my Verizon Wireless 4G LTE Droid

On Nov 14, 2016 5:40 PM, "Bliesener, Elisabeth" <EBliesener@ingham.org> wrote:

Desiree,

After our meeting today and discussing the Letter of Understanding for the Jail Nurse's, does the Health Department and HR have the unions support to move forward with the LOU regarding the Jail Nurse's?

I forgot to mention in our meeting today the board of commissioners likes us to have the union support in writing as part of the resolution packet.

Thanks,

Beth Bliesener

Ingham County

Human Resources

Employment Specialist

517-887-4375

Agenda Item 11c

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A SHIFT DIFFERENTIAL FOR INGHAM COUNTY HEALTH DEPARTMENT JAIL NURSES DURING WORK HOURS OF 6:30 PM TO 6:30 AM

WHEREAS, a Letter of Understanding existed between Ingham County Health Department (ICHD) and the ICEA County Professionals Union (ICEA) allowing a shift differential to be paid to Jail Nurses working evening hours; and

WHEREAS, this Letter of Understanding has since expired; and

WHEREAS, a shift differential is a community standard for registered nurses working evening hours and is necessary to be competitive for hiring and staff retention; and

WHEREAS, the ICEA has agreed to the proposed shift differential for the ICHD Jail Nurses and is in fact, reinstating what had already been in place in an expired Letter of Understanding; and

WHEREAS, the parties wish to amend their collective Bargaining Agreement (CBA), effective as soon as approved by both parties, through a term running until December 31, 2017; and

WHEREAS, the parties agree that a premium of $1.00 above straight-time rates shall be paid for all normal hours scheduled and worked from 6:30 PM – 11:59 PM for any Jail Nurse; and

WHEREAS, the parties agree that a premium of $2.00 above straight-time rates shall be paid for all normal hours scheduled and worked from 12:00 AM – 6:30 AM for any Jail Nurse.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes to reinstate a Letter of Understanding approving a shift differential of $1.00 above straight-time rates for hours worked 6:30 PM to 11:59 PM and $2.00 above straight-time rates for hours worked 12:00 AM to 6:30 AM for the Jail Nurses.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson and Health Officer to sign the agreement after it is approved as to form by the County Attorney.

LETTER OF UNDERSTANDING
BETWEEN
COUNTY OF INGHAM (Employer)
AND
INGHAM COUNTY EMPLOYEES' ASSOCIATION (Union)
and its PROFESSIONAL EMPLOYEES UNIT

WHEREAS, the Employer and the Union have entered a collective bargaining agreement (CBA) with a term running from January 1, 2015 through December 31, 2017; and

WHEREAS, A shift differential for Jail Nurses is being requested; and

WHEREAS, the parties wish to amend their Collective Bargaining Agreement (CBA), effective as soon as approved by both parties.

NOW, THEREFORE, IT IS HEREBY AGREED between the parties as follows:

1. A premium of $1.00 above straight-time rates shall be paid for all normal hours scheduled and worked from 6:30 P.M. – 11:59 P.M. for any Jail Nurse.
2. A premium of $2.00 above straight-time rates shall be paid for all normal hours scheduled and worked from 12:00 A.M. – 6:30 A.M. for any Jail Nurse.
3. (A) A "holiday" for the purposed of this Agreement shall be defined as beginning at 12:00 A.M. and ending at 11:59 P.M. for the days listed in Article 19, Holidays

(B) The RN's assigned to work Holidays shall be determined by seniority rights with the most senior RN having the option to work any Holidays first and then moving down the seniority list until all Holidays are appropriately staffed. In the event Holiday coverage based on employee exercise of seniority rights does not result in adequate coverage the Employer shall assign Holidays based on inverse seniority.

(C) An RN who works a Holiday who clocks in between 12:00 A.M. and 11:59 P.M. on the Holiday shall be entitled up to a maximum of eight (8) consecutive hours at Holiday rate pursuant to Article 19, Section 4.

(1) An RN clocking in on a Holiday who works at least eight (8) consecutive hours shall be entitled to eight (8) hours at holiday rate even though some of the eight (8) hours worked may fall on the next consecutive day following the Holiday.

(D) Holiday Pay shall be made in accord with Article 19, Section 10. If any Jail RN is not regularly scheduled for the day on which the Holiday falls, the Jail RN shall receive Holiday Pay in accord with Article 19, Section 10.

4. All other terms and conditions specified in the parties' collective bargaining agreement shall remain in full force and effect, except as stated above.

COUNTY OF INGHAM

_____
Kara Hope, Chairperson
Ingham County Board of Commissioners

_____
Linda Vail, Health Officer

APPROVED AS TO FORM:
COHL, STOKER & TOSKEY, P.C.

_____
Mattis D. Nordfjord

INGHAM COUNTY EMPLOYEES' ASSOCIATION

_____
Desiree Cook, President

_____
Jeffrey S. Donahue, ICEA Counsel

Agenda Item 11d

TO: Board of Commissioners Human Services & Finance Committees

FROM: Linda S. Vail, MPA, Health Officer

DATE: November 15, 2016

SUBJECT: Head Start Agreement with Capital Area Community Services, Inc.

For the meeting agendas of 12/5/16 and 12/7/16

BACKGROUND

The Ingham County Health Department's (ICHD) Office for Young Children (OYC) has been partnering with Capital Area Community Services (CACS) to facilitate early childhood Head Start services for over 16 years. CACS has proposed a FY 2017 agreement for OYC to implement classroom evaluations of Head Start Program Standards. Under this agreement, OYC will conduct Classroom Assessment Scoring System (CLASS) evaluations for up to 78 Head Start classrooms in the fall and spring of FY 2017.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

Through this agreement, CACS will compensate OYC up to $15,600 for the specified services; this funding was anticipated in the FY 2017 ICHD budget.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize an agreement with CACS who will compensate OYC with up to $15,600 to provide implementation and evaluation support for Head Start services for the period of October 1, 2016 through July 31, 2017.

Agenda Item 11d

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A FY 2017 AGREEMENT WITH CAPITAL AREA COMMUNITY SERVICES, INC. FOR HEAD START EVALUATIONS

WHEREAS, the Ingham County Health Department's (ICHD) Office for Young Children (OYC) has been partnering with Capital Area Community Services (CACS) to facilitate early childhood Head Start services for over 16 years; and

WHEREAS, CACS has proposed a FY 2017 agreement for OYC to implement classroom evaluations of Head Start Program Standards by providing Classroom Assessment Scoring System (CLASS) evaluations for up to 78 Head Start classrooms in the fall and spring of FY 2017; and

WHEREAS, through this agreement CACS will compensate OYC up to $15,600 for the specified services; and

WHEREAS, this funding was anticipated in the FY 2017 ICHD budget; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with CACS who will compensate OYC up to $15,600 to provide implementation and evaluation support for Head Start services for the period of October 1, 2016 through July 31, 2017.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with CACS who will compensate OYC up to $15,600 to provide implementation and evaluation support for Head Start services for the period of October 1, 2016 through July 31, 2017.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson to sign the agreement after it is approved as to form by the County Attorney.

Agenda Item 11e

TO: Board of Commissioners Human Services & Finance Committees

FROM: Linda S. Vail, MPA, Health Officer

DATE: November 16, 2016

SUBJECT: 340B Onsite Pharmacy Agreement with Cardinal Health 132, LLC

For the meeting agendas of 12/5/16 and 12/7/16

BACKGROUND

The Ingham County Health Department's (ICHD) Ingham Community Health Centers (ICHC) would like to begin offering 340B pharmacy services to patients onsite at Forest Community Health Center. The 340B pharmacy program allows prescription drugs to be purchased at federally mandated pricing that is substantially lower than retail pricing. This pharmacy will give qualified health center patients access to medications at a reduced cost, improve patient compliance, and reduce patient transportation issues. ICHC patients not eligible for 340B and members of the public will also have access for their prescriptions to be filled as this will be a full service retail pharmacy. ICHC is proposing to contract with Cardinal Health 132, LLC to administer this pharmacy; it will be branded as part of Forest Community Health Center's operations.

ALTERNATIVES

A request for proposal was issued by Ingham County Purchasing to 340B pharmacy vendors; four responses were received. Cardinal Health was the highest ranking submission from those responses and the only bidder that did not ask for a percentage of the funds saved under the 340B program to be included in their fee. The request for proposal also included a provision that Cardinal Health supply pricing for medications for jail inmates with the hope of reducing that overall cost.

FINANCIAL IMPACT

ICHC will lease space within Forest Community Health Center to Cardinal Health for $1 per year. Cardinal Health will cover the cost of any renovations (up to $65,000) necessary to create a functional, full-service pharmacy within Forest. This will result in "shared savings" from manufacturers through the 340B drug program. Fees for Cardinal Health to provide pharmacy services will be $18.25 per prescription filled under the 340B program; however, ICHC anticipates this will still result in an estimated generation of between $60,000 and $400,000 annually in revenue for ICHC. This amount will be dependent on the types of prescriptions filled at the Cardinal Health pharmacy. The agreement also establishes a minimum monthly prescription volume to guarantee promotion of the pharmacy within ICHC and baseline revenue for Cardinal Health.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize an agreement with Cardinal Health 132, LLC to lease space within Forest Community Health Center at the rate of $1 per year, for the purpose of operating a 340B pharmacy for the period of November 1, 2016 through October 31, 2021 with an additional agreement establishing Cardinal Health's per prescription fee and minimum monthly prescription volume.

Agenda Item 11e

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A LEASE AND PHARMACY AGREEEMENT WITH CARDINAL HEALTH 132, LLC

WHEREAS, the Ingham County Health Department's (ICHD) Ingham Community Health Centers (ICHC) would like to begin offering 340B pharmacy services to patients onsite at Forest Community Health Center; and

WHEREAS, this pharmacy will give qualified health center patients access to medications at a reduced cost, improve patient compliance, and reduce patient transportation issues; and

WHEREAS, ICHC patients not eligible for 340B and members of the public will also have access for their prescriptions to be filled as this will be a full service retail pharmacy; and

WHEREAS, a request for proposal was issued by Ingham County Purchasing to 340B pharmacy vendors with Cardinal Health 132, LLC being the highest ranking submission from those responses and the only bidder that did not ask for a percentage of the funds saved under the 340B program to be included in their fee; and

WHEREAS, ICHC is proposing to contract with Cardinal Health 132, LLC to administer this pharmacy; it will branded as part of Forest Community Health Center's operations; and

WHEREAS, ICHC will lease space within Forest Community Health Center to Cardinal Health for $1 per year with Cardinal Health covering the cost of any renovations (up to $65,000) necessary to create a functional, full-service pharmacy within Forest; and

WHEREAS, fees for Cardinal Health to provide pharmacy services will be $18.25 per prescription filled under the 340B program with ICHC anticipating the program will still result in an estimated generation of between $60,000 and $400,000 annually in revenue for ICHC, dependent on the types of prescriptions filled at the Cardinal Health pharmacy; and

WHEREAS, the agreement also establishes a minimum monthly prescription volume to guarantee promotion of the pharmacy within ICHC and baseline revenue for Cardinal Health; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize an agreement with Cardinal Health 132, LLC to lease space within Forest Community Health Center at the rate of $1 per year, for the purpose of operating a 340B pharmacy for the period of November 1, 2016 through October 31, 2021 with an additional agreement establishing Cardinal Health's per prescription fee and minimum monthly prescription volume.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an agreement with Cardinal Health 132, LLC to lease space within Forest Community Health Center at the rate of $1 per year, for the purpose of operating a 340B pharmacy for the period of November 1, 2016 through October 31, 2021 with an additional agreement establishing Cardinal Health's per prescription fee and minimum monthly prescription volume.

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

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson to sign the agreement after it is approved as to form by the County Attorney.

Agenda Item 11f

TO: Board of Commissioners Human Services, County Services, & Finance Committees

FROM: Linda S. Vail, MPA, Health Officer

DATE: November 7, 2016

SUBJECT: Great Start Agreement with the Midland County Educational Services Agency

For the meeting agendas of 12/5/16 and 12/7/16

BACKGROUND

Since 2009, the Ingham County Health Department's (ICHD) Office for Young Children (OYC) has received funding from the Midland County Educational Services Agency (MCESA) to serve as the Central Resource Center for the Great Start to Quality Program. An agreement has been proposed by MCESA for OYC to continue to provide these services for FY 2017.

Under this agreement, OYC will coordinate regional communication and outreach, oversee Central Resource Center management, and provide assistance and professional development to childcare programs and families within a ten county region. This agreement will be in effect from October 1, 2016 through September 30, 2017.

In addition to funding received from MCESA, Office for Young Children has also received funding from the Michigan Department of Health and Human Services (MDHHS) for the Infant Safe Sleep grant; this funding was authorized in Resolution #16-339. Under this grant, OYC will coordinate safe sleep outreach and engagement/education efforts within Lansing, focusing on populations with highest needs. This work will be completed by an existing .5 FTE OYC Early Childhood Consultant, Position #601490. In order to support the Infant Safe Sleep grant, ICHD is requesting a 0.25 FTE increase to Position #601490 for the duration of the grant.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

MCESA will subcontract with ICHD for up to $468,836.73 to serve as the Central Resource Center for the Great Start to Quality Program. This funding was anticipated in the ICHD FY 2017 budget. $18,000 in funding for coordination of Infant Safe Sleep has already been received by ICHD through the MDHHS CPBC agreement; costs associated with the 0.25 FTE increase of Position #601490 will be covered under this funding.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend the Board of Commissioners adopt the attached resolution authorizing an agreement with MCESA for OYC to serve as the Central Resource Center for the Great Start to Quality Program, in an amount not to exceed $468,836.73, for the period of October 1, 2016 through September 30, 2017. The resolution also authorizes a 0.25 FTE increase to Position #601490 for the duration of the MDHHS Safe Sleep grant which was authorized by Resolution #16-339.

Agenda Item 11f

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A GREAT START AGREEMENT WITH THE MIDLAND COUNTY EDUCATIONAL SERVICES AGENCY AND 0.25 FTE INCREASE OF POSITION #601490

WHEREAS, since 2009, the Ingham County Health Department's (ICHD) Office for Young Children (OYC) has received funding from the Midland County Educational Services Agency (MCESA) to serve as the Central Resource Center for the Great Start to Quality Program; and

WHEREAS, an agreement has been proposed by MCESA for OYC to continue to provide these services for FY 2017; and

WHEREAS, this agreement includes up to $468,836.73 in funding for these services which was anticipated in the ICHD FY 2017 budget; and

WHEREAS, in addition to funding received from MCESA, Office for Young Children has also received $18,000 in funding from the Michigan Department of Health and Human Services (MDHHS) CPBC agreement (authorized by Resolution #16-339) for the Infant Safe Sleep grant; and

WHEREAS, in order to support the Infant Safe Sleep grant, ICHD is requesting a 0.25 FTE increase to Position #601490 for the duration of the grant; and

WHEREAS, the Health Officer recommends that that the Board of Commissioners authorize an agreement with MCESA for OYC to serve as the Central Resource Center for the Great Start to Quality Program, in an amount not to exceed $468,836.73, for the period of October 1, 2016 through September 30, 2017; and

WHEREAS, the Health Officer also recommends that the Board of Commissioners authorize a 0.25 FTE increase to Position #601490 for the duration of the MDHHS Safe Sleep grant which was authorized by Resolution #16-339.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an agreement with MCESA for OYC to serve as the Central Resource Center for the Great Start to Quality Program, in an amount not to exceed $468,836.73, for the period of October 1, 2016 through September 30, 2017.

BE IT FURTHER RESOLVED, that the Board of Commissioners also authorizes a 0.25 FTE increase to Position #601490 for the duration of the MDHHS Safe Sleep grant which was authorized by Resolution #16-339.

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

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson to sign the agreement after it is approved as to form by the County Attorney.

Agenda Item 11g

TO: Board of Commissioners Human Services, County Services, and Finance Committees

FROM: Linda S. Vail, MPA, Health Officer

DATE: November 21, 2016

SUBJECT: Health Department Reorganization

For the meeting agendas of 12/5/16; 12/6/16 and 12/7/16

BACKGROUND

Ingham County Health Department (ICHD) Administration is requesting approval for a department reorganization. ICHD has completed the steps outlined in the County's Reorganization Policy and brought this forward to the Human Services Committee as a discussion item at the November 14th, 2016 meeting.

This reorganization request largely centers around alignment of the Community Health Center (CHC) Administration. The current administrative structure for the CHCs has much redundancy built in which is inefficient for proper oversight of health center operations. In addition, supervision of providers (physicians, nurse practitioners, physician assistants) is not linked to the Medical Director. This was noted in the 2014 HRSA site visit and should be addressed prior to the upcoming site visit in 2017.

The reorganization redefines two former administrative positions in the CHCs to eliminate redundancy and create more effective oversight of health center operations. These positions are as follows:

-Clinical Services Manager will now supervise all clinical support areas and centralized services
-The former Compliance Manager position is retitled Strategic Projects and Implementation Manager so that strategic direction and new initiatives are a focus in addition to oversight of program compliance.

It also improves clinical supervision of all providers (MD, DO, NP, and PA) by having them report to the Medical Director.

In addressing the administrative structure for the CHCs, it was determined that some functions should be reassigned to the Deputy Health Officer (DHO) in Administration (current title is Assistant Deputy Health Officer). Programs and functions reporting to this DHO provide support to the entire organization rather than being a part of either CHCs or Public Health Services (PHS). Maintaining a structure for these types of programs that does not align them within CHCs or PHS helps break down silos in the organization and facilitates departmental collaboration and partnership. Currently this includes Communications, Health Equity and Social Justice, Data Analysis, and IT support. The reorganization will add the Grants Coordinator as well as the Electronic Health Records (EHR) staff to those programs and services supervised by the DHO – Administration which are supportive of the larger organization. The reorganization moves the Grants Coordinator from reporting to the DHO-CHCs to the DHO-Administration. It also places the entire EHR team under the lead of the IT Coordinator and reporting to the DHO—Administration. The existing Systems Analyst position becomes the IT Coordinator position.

ALTERNATIVES

There are no other alternatives.

FINANCIAL IMPACT

Two position changes in the reorganization will result in financial impact. Position #601245 Clinical Services Supervisor MCF-10 changes to Clinical Services Manager MCF-11 with a projected increase of $4,753 for FY 17. Position #601135 Assistant Deputy Health Officer MCF-10 changes to Deputy Health Officer-Administration MCF-14 with a projected increase of $11,192 for FY 17. All other position changes are budget neutral.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support a reorganization of the Health Department.

Agenda Item 11g

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A REORGANIZATION OF THE HEALTH DEPARTMENT'S STAFF AND ADMINISTRATIVE STRUCTURE

WHEREAS, the current administrative structure for the Community Health Centers (CHC) has much redundancy built in which is inefficient for proper oversight of health center operations also, supervision of providers (physicians, nurse practitioners, physician assistants) is not linked to the Medical Director; this was noted in the 2014 HRSA site visit and should be addressed prior to the upcoming site visit in 2017; and

WHEREAS, the reorganization redefines two former administrative positions (Clinical Services Supervisor and Compliance Manager) in the CHCs and reassigns some administrative functions to the Deputy Health Officer (DHO) in Administration (current title is Assistant Deputy Health Officer); and

WHEREAS, the Clinical Services Manager will now supervise all clinical support areas and centralized services; the former Compliance Manager position is retitled Strategic Projects and Implementation Manager so that strategic direction and new initiatives are the focus in addition to oversight of program compliance this also improves clinical supervision of all providers (MD, DO, NP, and PA) by having them report to the Medical Director; and

WHEREAS, programs and functions reporting to the DHO-Administration provide support to the entire organization rather than being a part of either CHCs or Public Health Services (PHS), maintaining a structure for these types of programs that does not align them within CHCs or PHS helps break down silos in the organization and facilitates departmental collaboration and partnership; and

WHEREAS, the reorganization will add the Grants Coordinator as well as the six Electronic Health Records (EHR) positions to those programs and services supervised by the DHO – Administration which are supportive of the larger organization; and

WHEREAS, the reorganization moves the Grants Coordinator from reporting to the DHO-CHCs to the DHO-Administration and also places the entire EHR team under the lead of the IT Coordinator and reporting to the DHO—Administration and the existing Systems Analyst position becomes the IT Coordinator position; and

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

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

THEREFORE BE IT RESOLVED, that the Board of Commissioners approves the following changes to the Health Department's Staff and Administrative Structure:

Position #601245 Clinical Services Manager-MCF 10 changes to Clinical Services Supervisor-MCF 11;
Position #601079 Compliance Manager-MCF 11 changes to Strategic Projects and Implementation Manager-MCF 11;
Position #601135 Assistant Deputy Health Officer-MCF 10 changes to Deputy Health Officer-Administration MCF 14;
Position #601054 Systems Analyst-ICEA Pro 9 changes to IT Coordinator-ICEA Pro 9;

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the budget and position allocation list in accordance with this resolution.

Agenda Item 11h

TO: Board of Commissioners Finance and Human Services Committee

FROM: Linda S. Vail, MPA, Health Officer

DATE: November 22, 2016

SUBJECT: Resolution to amend Resolution # 16-309 with NEC Networks, LLC dba CaptureRX, for 340b Prescription Third Party Administrator Services and Resolution #16-310 with Walgreen Company for 340b Prescription Drug Services to include McKesson Corporation as the 340b drug wholesaler
For the meeting agendas of December 5th, 2016 and December 7th, 2016

BACKGROUND

The Ingham Community Health Department (ICHD) entered into agreements with NEC Networks, LLC dba CaptureRx and Walgreen Company to provide services under the 340b drug program. These agreements were authorized by Resolution # 16-309 and Resolution # 16-310 respectively. These agreements require a wholesaler to provide the 340b drugs used in the program. CaptureRX and Walgreen Company use McKesson Corporation as a drug wholesaler to meet those needs.

The 340B drug program generates the savings (revenue) described in the previously approved resolutions by replacing medications used by Walgreen's and Rite Aid with lower cost medications purchased through their supplier of choice which is McKesson Corporation. ICHD must work through each pharmacies preferred supplier if they want to generate savings. ICHD will purchase the replacement medications through McKesson Corporation at the significantly lower federally mandated 340B program price and McKesson Corporation will ship the medications directly to the appropriate local pharmacy. This amendment authorizes ICHD to work with McKesson Corporation to complete the required medication replacement that generates the savings.

ICHD is requesting the approval to enter into an agreement with McKesson Corporation as a 340b drug wholesaler for CaptureRX and Walgreens Company. Also as part of the agreement McKesson Corporation will require ICHD to complete a customer credit application and bank account EFT authorization.

ALTERNATIVES

There are no other alternatives.

FINANCIAL IMPACT

This amended resolution does not change the financial impact as detailed in Resolutions # 16-309 & 16-310.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to enter into agreement with McKesson Corporation as the drug wholesaler for the 340b drugs for CaptureRX and Walgreens Company.

Agenda Item 11h

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AMENDING RESOLUTION #16-309 WITH NEC NETWORKS, LLC dba CAPTURERX, FOR 340B PRESCRIPTION THIRD PARTY ADMINISTRATOR AND RESOLUTION #16-310 TO WALGREEN COMPANY FOR 340B PRESCRIPTION DRUG SERVICES TO INCLUDE MCKESSON CORPORATION AS 340B DRUG WHOLESALER

WHEREAS, Ingham County entered into an agreement with NEC Networks, LLC dba CaptureRX for 340b prescription third party administrator services; and

WHEREAS, Ingham County entered into an agreement with Walgreen Company for 340b prescription drug services; and

WHEREAS, both NEC Networks, LLC dba Capture RX and Walgreen Company use McKesson Corporation as their 340b drug wholesaler; and

WHEREAS, the 340b program requires medication replacement through a wholesaler selected by the contract pharmacy; and

WHEREAS, no savings (revenue) can be generated without a corresponding agreement with a wholesaler; and

WHEREAS, ICHD requests entering into an agreement with McKesson Corporation as the drug wholesaler for the 340b drugs for CaptureRX and Walgreens Company; and

WHEREAS, McKesson Corporation requires a customer credit application and bank account EFT authorization to be completed.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes an agreement which will allow McKesson Corporation to become a 340b drug wholesaler for CaptureRX and Walgreens Company, effective upon approval of this resolution.

BE IT FURTHER RESOLVED, Ingham County Health Department will provide McKesson Corporation with a credit application and bank account EFT authorization.

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

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson to sign the agreement after it is approved as to form by the County Attorney.

Agenda Item 12a

TO: Board of Commissioners County Services and Finance Committees

FROM: Sandra Gower, Economic Development Coordinator

DATE: November 18, 2016

SUBJECT: EPA Brownfield Assessment Grant Application

BACKGROUND

In December 2014, the Board of Commissioners approved Resolution 14-500 approving the County's participation in the Lansing Regional Brownfield Coalition for the purpose of applying for a brownfield assessment grant from the Environmental Protection Administration.

The grant application was successful and the Coalition was awarded the grant in the April 2015. In late fall of 2015 we were approved to start using the funds. This was a $600,000 grant with a three year period to spend the money. By June 2016 most of the funds had been spent and the rest were allocated to projects that were in process. There is still demand for this funding.

I have included a summary from LEAP on the use of the grant funds. This may change some as they finish finalizing the grant. We have funded 39 projects (16- Lansing; 2- East Lansing; 7-Ingham County (non-Lansing); 12- Eaton County; 2- Clinton County). Per LEAP's report, "The potential impact of the development spurred by grant activities includes the creation of over 415 full-time jobs and the retention of 271 positions throughout the region."

LEAP administered the program. The program ran very smoothly and we had a very equitable distribution of funding.

The EPA has announced another round of funding. The Coalition would like to apply for another $600,000 grant. Based on past years, if successful the grant would be awarded in the spring of 2017 with the funds being available by late 2017.

ALTERNATIVES

The alternative would be for the County to apply on its own for funding. The County has been awarded these grants in the past. The application process has become much more competitive since our last award. EPA also views coalition applications much more favorably. If we were to apply on our own we would be competing against the Coalition and/or the City of Lansing.

FINANCIAL IMPACT

This grant does not require any matching dollars. The only cost to the County is the time the Economic Development Coordinator spends working with the coalition.

OTHER CONSIDERATIONS

The Board of Commissioners established the Ingham County Brownfield Redevelopment Authority to assist with cleanup and redevelopment of contaminated sites in Ingham County. This grant facilitates the goal by being able to provide properties owners with funding to help pay for the environmental assessment on a property at no cost to the County.

RECOMMENDATION

Based on the success of the program and the remaining demand for funding I respectfully recommend approval of the attached resolution to support Ingham County's participation in the Lansing Regional Brownfield Coalition for the purpose of submitting an application to the United States Environmental Protection Agency for a Brownfield Assessment Grant.

Gower, Sandra

From: Kris Klein <kris@purelansing.com>
Sent: Friday, November 18, 2016 1:34 PM
To: Gower, Sandra
Subject: FY15 EPA Grant Summary Nov. 2016
Attachments: 2015 EPA Assessment Grant Project Summary 11.15.2016.pdf

Sandy,

Attached is the updated FY15 grant summary (up to date as of 11/15/2016).

In just over a year, the Lansing Regional Brownfield Coalition has coordinated environmental assessment and planning activities at 39 sites throughout Ingham, Clinton, and Eaton counties. The approved FY15 grant estimated 17 Phase I ESAs and 10 Phase II ESAs would occur over a period of three years. To date, 30 Phase I ESAs and 22 Phase II ESAs have been completed or are nearing completion. In addition to this, other necessary environmental assessment and planning activities have been completed for many of the sites. The potential impact of development spurred by grant activities includes the creation of over 415 full-time jobs and the retention of 271 positions throughout our region.

Don't hesitate to contact me if you have any questions.

Best,
Mr. Kris Klein
Economic Development Specialist
Lansing Economic Area Partnership (LEAP)
1000 S Washington Avenue, Suite #201
Lansing, MI 48910-1682
P: 517.702.3387, Ext 211 | F: 517.702.3390 |C: 517.599.1136
E: kris@purelansing.com | www.purelansing.com

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LANSING REGIONAL BROWNFIELDS COALITION
FY2015 EPA Brownfield Assessment Grant
Project Tracking

Project Name Address	Planned Redevelopment	Assessment Status	Environmental Concern	Authorized Work	Consultant	Expected Grant Type	Related Workplan Goal
Thompson Garage 1375 N. Cedar, Mason (Delhi Township), Ingham County	$204,834 in total investment for the acquisition and reused of a vacant automotive service building. Eric and Lacey Thompson are fulfilling their dream to operate their own business, Thompson's Garage. FTE job creation is 3 and PTE is 1.	ACTIVE	Historical interior waste streams associated with the former service garage operations would have consisted of general hazardous substances.	Phase I & II ESA, BEA, DCP, Haz Mat Survey	PM	Hazardous Substance	Community Revitalization
Holt Bank Site 4488 Holt Rd, Delhi Township, Ingham County	$500,000 total investment into building to operate growing dental practice, Snyder Dentistry. Improvements include interior remodeling, exterior finish improvements and landscape improvements. FTE job creation is 2, with retention of 5	ACTIVE	Petroleum in groundwater migrating from adjacent site	Phase I & II ESA, BEA, DCP, Haz Mat Survey	Triterra	Hazardous Substance Petroleum	Community Revitalization
Former Print Shop Redevelopment 112 E Main St/136 Malcolm X St, Lansing, Ingham County	Property has been under-utilized for a number of years. Plan is to demolish the buildings and redevelop the site into mixed use of an extended stay hotel and condominiums with underground incorporated parking. $7,543,000 private investment and creation of 5 FTE jobs	COMPLETE	Soil and/or groundwater may be impacted with volatiles from printing operations. A UST was reportedly installed at site. Triterra conducted Phase I in December 2015	Phase I ESA	Triterra	Petroleum	Community Revitalization
Former Lansing Uniform Building 1141 S Washington Ave, Lansing, Ingham County	$350,000 to $400,000 rehabilitation of an unoccupied 2-story building in REO Town into urban lofts upstairs and a restaurant/food concept on the main level, creating 3 FTE jobs	COMPLETE	Potential asbestos materials	ACM & LBP Survey	PM	Hazardous Substance	Community Revitalization
Meth Lab Explosion Site 110 E Lawrence Ave, Charlotte, Eaton County	Demolition and cleanup of existing building and redevelopment into a greenspace park, $35k private sector acquisition investment, part of City's $500k parking lot improvement project	ACTIVE	Potentially impacted with chlorinated solvents. Former dry cleaner and site of meth lab explosion	Phase I & II ESA, Haz Mat Survey	Triterra	Hazardous Substance	Community Revitalization
Contractor Reuse 2305 N High St, Lansing, Ingham County	Expansion of commercial contracting business into a building that will be rehabilitated with exterior improvements, electrical relocation, new windows, doors & area roof along with concrete walks and landscaping. $50,000 investment with 17 FTE jobs created and 8 FTE jobs retained	ACTIVE	Former machine shop. Unknown environmental condition	Phase I & II ESA, ACM & LBP Survey	PM	Hazardous Substance	Community Revitalization
Mash Mavericks Shiawassee Rehab 523 E Shiawassee St, Lansing, Ingham County	Gillespie Group will spend $900,000 redeveloping the property as a build-to-suit for a distillery tenant, creating 4 full time jobs	ACTIVE	asbestos and lead-based paint suspected. Former printing business and retail auto parts store	Haz Mat Survey	PM	Hazardous Substance	Community Revitalization
Eyde Mixed Use Redevelopment Park Lake & Merritt Rd, East Lansing, Ingham County	Commercial retail development on former East Lansing Public Works site. Anticipated investment of $6 to 7 million and creation of 50 FTE jobs	COMPLETE	Environmental condition unknown	Phase I ESA	Triterra	Petroluem	Community Revitalization
MSU Gateway Center 3600 Dunckel Rd, Lansing, Ingham County	$75,000 million mixed use redevelopment of former Clarion hotel site into new hotel, and various offerings of market rate rental housing geared around MSU faculty, visiting faculty and researchers, & retirees, along with supporting retail. Estimated job creaiton of 50 FTE	COMPLETE	Property was determined to be a facility by ASTI's assessment via Phase I, II & BEA based on metal levels in soil	Phase I ESA	SME	Hazardous Substance	Community Revitalization

LANSING REGIONAL BROWNFIELDS COALITION
FY2015 EPA Brownfield Assessment Grant
Project Tracking

REO Town Coffee Shop & Michigan Creative Expansion 1149 S Washington Ave, Lansing, Ingham County	$300,000 to $350,000 rehabilitation of a 2-story corner building in REO Town that has been vacant since 2012	COMPLETE	Lead based paint and asbestos	ACM & LBP Survey	PM	Petroleum	Community Revitalization
Power Barn - Jackson Outdoor Equipment Reuse 4607 W Saginaw Hwy, Delta Township, Eaton County	Clean up the Fuller's Power Equipment property of old scrap, beautify the property. Investment of approximately $50,000 over 3 years, FTE job creation of 2, retention of 4. After follow up, property owner committed to $50,000 in property improvement over the first year.	COMPLETE	Petroleum-based impact to soil & groundwater	Phase II ESA & BEA/DCP	Triterra	Petroleum	Community Revitalization
M3 Group Expansion 221 West Saginaw St, Lansing, Ingham County	Plans to invest $550,000 to fully renovate the property for 40 employees, modern esthetic and open floor plan; construction start date expected summer 2016. Creation of 15 FTE jobs, retention of 25.	COMPLETE	Potential asbestos containing materials, potential fuel oil use	Phase I ESA	PM	Hazardous Substances	Community Revitalization
Cameron Tool Retention 1800-1818 Bassett Ave, Lansing, Ingham County	Continued operations for long term presence in Lansing, retention of current employment (87 FTE) and additional environmental cleanup if necessary	ACTIVE	Chlorinated solvents in soil and groundwater	Phase I ESA, Supp. Phase II ESA, DCP	PM	Hazardous Substances	Advanced Manufacturing
Handz On Auto Care Site 4830 W Saginaw Hwy, Delta Township, Eaton County	Redevelopment of former Discount Tire location into a service location for imported vehicles. Investment of roughly $500,000, FTE job creation of 7 - 4 mechanics, 1 sales, 1 admin + 3 part time	COMPLETE	Environmental condition unknown	Phase I & II ESA	PM	Petroleum	Community Revitalization
Gavel Building Rehab 112 S Cochran Ave, Charlotte, Eaton County	Remodel restaurant, residential addition, facade improvements. Project includes affordable housing and assistance through MSHDA Rental Rehab Program. Investment of over $300,000, along with FTE job creation of roughly 10 and retention of 25.	ACTIVE	Environmental condition unknown	Phase I & II ESA & BEA/DCP	Triterra	Hazardous Substance	Community Revitalization
Salon Building Rehab 119 S Cochran Ave, Charlotte, Eaton County	Facade improvements and residential development of 2nd floor of existing salon. Project includes affordable housing and assistance through MSHDA Rental Rehab Program. Investment of over $100,000, FTE job creation of 2 and retention of 2	ACTIVE	Environmental condition unknown	Phase I ESA	Triterra	Hazardous Substance	Community Revitalization
Mr Taco Warehouse Rehab 3124 S MLK Jr. Blvd, Lansing, Ingham County	Expansion of Scott Younts' Concrete Cutting business into warehouse off of MLK behind former Mr. Taco restaurant location. Connection through Brent Forsberg. Anticipated investment of roughly $235,000, creating 2 additional FTE jobs and retaining 4 existing jobs.	COMPLETE	Environmental condition unknown. Adjacent light industrial operations	Phase I ESA	SME	Hazardous Substance	Community Revitalization
Owens Brockway Redevelopment 500 Packard Highway, Charlotte, Eaton County	$4 million dollar initial reinvestment into 91-acre Owens Brockway Glass Container facility property, by an investor, which includes a local agricultural business. Construction of a 45,000 SF facility that will house a liquid and dry fertilizer storage and distribution operation, which is expected to create 22 FTE jobs.	ACTIVE	Various volatiles and heavy metals	Phase I & II ESA	Triterra	Hazardous Substance	Advanced Manufacturing & Community Revitalization
Old School Village							

LANSING REGIONAL BROWNFIELDS COALITION
FY2015 EPA Brownfield Assessment Grant
Project Tracking

331 & 335 Horatio, Charlotte; Eaton County	Redevelopment of former Charlotte High School, which dates back to 1914. Plan is to demolish a small portion and gut the entire building, followed by renovation into an apartments complex catering to adults age 55+, with common areas and potential for mixed use. $4 million proposed rehab investment creating 6-10 FTE jobs.	ACTIVE	Condition unknown, potential for asbestos and lead-based paint based on age of building	Phase I & II ESA, Haz Mat Survey	Triterra	Hazardous Substance	Community Revitalization
Gillespie Co. Redevelopment (Petro & HazSub) 2216-2224 E Michigan Ave, Lansing, Ingham County	$4.5 million mixed-use redevelopment - complete demolition, construction of 4-story, 42,000 SF building. Includes 8,500 SF of commercial/retail and 30-40 residential units. Creation of 10-15 FTE jobs.	ACTIVE	petroleum - subsurface soils, lead - near surface fill, USTs	Phase I & II ESA	Triterra	Petroleum	Community Revitalization
				ACM, BEA, DCP		Hazardous Substances	
Heritage Flooring Expansion 1623 S Washington Ave, Lansing, Ingham County	The existing building will be renovated for the purpose of housing a retail tile storefront that will potentially be expanded to include a warehouse. Creation of 2-5 jobs, additional investment of $70,000.	COMPLETE	Unknown, possible migration from adjacent former gas station	Phase I & II ESA, BEA, DCP	Triterra	Petroleum	Community Revitalization
Looking Glass Brewery 115 N Bridge St, DeWitt, Clinton County	Existing historic church building will be renovated into Looking Glass Brewery, a restaurant and microbrewery. Anticipated investment of at least $745,000 into the redevelopment, and the creation of 16 full time equivalent jobs.	COMPLETE	Phase I conducted for City of DeWitt in 2012. Site would need Hazardous Materials Survey prior to commencement of renovation.	HazMat Survey, ACM & LBP	PM	Hazardous Substance	Community Revitalization
Spartan Motors Expansion 1014 Reynolds Road, Charlotte, Eaton County	New construction of 82,700 SF manufacturing facility to be built out with manufacturing process & other equipment, & signification site improvements. $6.64 million investment & 58 new FTE jobs	COMPLETE	Industrial land with history of hazardous waste dumping/burying	Cleanup Planning, Due Care Planning and Reporting	SME	Hazardous Substance	Advanced Manufacturing
LorAnn Oils Expansion Aurelius/Cavanaugh, Lansing, Ingham County	1,623,259 expansion of essential oils manufacturing operation, creating 11 new FTE jobs and retaining the existing 45	COMPLETE	Environmental condition unknown	Phase I ESA	SME	Hazardous Substance	Advanced Manufacturing
Grain Elevator Reuse 410 N Clinton Ave, St. Johns, Clinton County	$350,000 redevelopment of a grain silo creating 20 jobs and retaining 10; site is nearby central business district and adjacent to CIS Trail and suited a residential reuse of the silos along with recreational & greenspace	COMPLETE	Environmental condition unknown	Phase I ESA	SME	Hazardous Substance	Community Revitalization
Willoughby Estates 4184 E. Willoughby Rd, Delhi Township, Ingham County	$38 million multi-family development including 12 townhouses and 243 apartments, creating 10 FTE jobs; 2016 construction start.	COMPLETE	Phase I & II ESA since 2001, metals in soil and groundwater related to urban fill	Phase I & II ESA, BEA, DCP, Construction Management Plan (ECMP)	Triterra	Hazardous Substance	Community Revitalization
Bailey Center Redevelopment Bailey St, East Lansing, Ingham County	$7,534,162 restoration of original building, removal of later addition, and addition of 3 stories new construction with 25 affordable senior units and 1st floor commercial. Creation of 8 FTE jobs and retention of another 8	COMPLETE	Lead, asbestos, former fuel oil UST	Phase I & II ESA, BEA, DCP, ACM & LBP Survey, RA	PM	Petroleum	Community Revitalization
Oliver Towers Rehab 310 N Seymour Ave, Lansing, Ingham County	$8 million rehabilitation of 8-story Oliver Towers building into mixed use retail on first floor and 7 floors with a total of 100 microlofts. Creation of 10 FTE jobs.	COMPLETE	Phase II ESA and BEA conducted. Various VOCs and metals identified. Need Soil Gas Assessment and Due Care Plan	Phase II ESA, DCP	Triterra	Petroleum	Community Revitalization
M78 Drive-In Site							

LANSING REGIONAL BROWNFIELDS COALITION
FY2015 EPA Brownfield Assessment Grant
Project Tracking

6365 Newton Rd, Meridian Township, Ingham County	$35 million mixed use development with retail and approximately 250 residential units, and including roughly 25 new FTE jobs	COMPLETE	Former drive-in theater, environmental condition unknown	Phase I & II ESA	PM	Hazardous Substance	Community Revitalization
Leslie High School Rehab - LandBank 112 Woodworth Street, Leslie, Ingham County	Ingham County Land Bank owned. Plans to redevelop as senior housing. In process of selecting preferred developer	COMPLETE	LEA conducted in June 2014, old heating oil tank under stairs on northwest portion of building. Potential asbestos and lead-based paint in building	Phase I ESA	Triterra	Petroleum	Community Revitalization
Okemos Pointe 2362 Jolly Oak Road, Meridian Township, Ingham County	Approx 370 unit multi-family with mixed use component. $65 million with 10 jobs created and 10 jobs retained	ACTIVE	A former construction yard with underground fuel tanks that were recently removed. Existing environmental condition unknown	Phase I & II ESA, Phase IIE ESA, BEA/DCP Reporting, Supplemental Sampling, Haz Mat Assessment	SME	Hazardous Substance	Community Revitalization
Senior City Project 400 Dexter Road, Eaton Rapids, Eaton County	Senior City Assisted Living, LLC intends to acquire former Eaton Rapids Northwestern Elementary School building and property to renovate and expand as a 20-bed assisted living center including 8-10 commercial units	COMPLETE	Asbestos-containing building and insulating materials are present, but environmental condition is unknown	Phase I & II ESA, BEA, ACM, LBP, DCP	Triterra	Hazardous Substance	Community Revitalization
West Saginaw Dry Cleaner 4244 W Saginaw Hwy, Delta Township, Eaton County	A restaurant prospect has been identified by property owner. Site redevelopment for restaurant use is estimated at $2 million	COMPLETE	Formerly One-Hour Martinizing dry cleaner; dry cleaning fluid found during assessment of adjacent parcel	Phase I ESA	PM	Hazardous Substance	Community Revitalization
Kelsey Building Rehab 160 E Ash St, Mason, Ingham County	$1,180,690 mixed use 3-story building with 6 bay garage to be built using existing infrastructure. Restaurant on first floor and apartments on 2nd and 3rd floors. Set to start build Fall 2016; project includes creation of 7 FTE jobs and retention of another 7	COMPLETE	Environmental condition unknown	Phase I ESA	Triterra	Petroleum	Community Revitalization
Eaton Clothing & Furniture Center 119 S Washington St, Charlotte, Eaton County	Applicant intends to put the property back into use for their non-profit clothing center which is operated similar to a goodwill	COMPLETE	Former automotive parts store, furniture store and car dealership. Environmental condition unknown, possible petroleum and/or asbestos materials	Phase I & II ESA	Triterra	Hazardous Substance	Community Revitalization
Bellevue Dealership 203 W. Capital Ave.Bellevue, Eaton County	Applicant intends to put the property back to use as a used automobile sales lot in 2016. Minor investment of $10,000 beyond acquisition & environmental cleanup costs, creation of 2 jobs	COMPLETE	Former Auto/Implement Dealerships & Gasoline Filling Station. Environmental condition unknown	Phase I & II ESA, BEA/DCP Reporting	Triterra	Petroleum	Community Revitalization
East Oakland Renovation 1110 E. Oakland Avenue, Lansing, Ingham County	Property currently in foreclosure in residential area. Plan to purchase property and renovate existing buildings for commercial use - approximately 7,500 square feet of empty space. Signed purchase agreement. Project would entail $300k investment, 10 new & 20 retained jobs	COMPLETE	Former auto repair shop - Underground hoists located in a portion of the building, which may contain hydraulic oil reservoirs	Phase I & II ESA, BEA/DCP Reporting	Triterra	Petroleum	Community Revitalization
Regency Microlofts 2722 Michigan Ave, Lansing Township, Ingham County	Convert top floor of building into 20 high-end micro residential units. Rehab first floor office for existing tenants, and build out a boutique coffee shop while addressing entire facade. $2 million investment creating 10-20 jobs and retaining 10-15	COMPLETE	Environmental condition unknown. Likely asbestos materials	Phase I ESA	PM	Hazardous Substance	Community Revitalization

LANSING REGIONAL BROWNFIELDS COALITION
FY2015 EPA Brownfield Assessment Grant
Project Tracking

Hacks Key Shop Expansion 1009 S Washington Ave, Lansing, Ingham County	Hacks Key Shop is in a position to expand their business. This building will provide the space to house the different divisions that will be created, including commercial doors and aluminum extrusions, while also providing additional space for inventory and a new showroom. Company has planned $100,000 in buildout, and plans to create 6 jobs while retaining 10	COMPLETE	Environmental condition unknown. Possible asbestos materials. Building was formerly Crawford Door	Phase I & II ESA, BEA/DCP Reporting	Triterra	Hazardous Substance	Advanced Manufacturing

Active and Complete Projects by Area	
City of Lansing	16
City of East Lansing	2
Ingham County (other than Lansing)	7; *Delhi Township (3), Lansing Township, Leslie (1), Mason (1), Meridian Township (2)*
Eaton County	12; *Bellevue (1), Charlotte (7), Delta Township (3), Eaton Rapids (1)*
Clinton County	2; *St. Johns (1), DeWitt (1)*
Coalition	**39 Total Projects**

Work Key	
Environmental Site Assessment	ESA
Baseline Environmental Assessment	BEA
Due Care Plan	DCP
Lead Based Paint Survey	LBP
Asbestos Containing Materials Survey	ACM

Agenda Item 12a

Introduced by the County Services and Finance Committees of the:

IIGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING INGHAM COUNTY'S PARTICIPATION IN THE LANSING REGIONAL BROWNFIELD COALITION FOR THE PURPOSE OF SUBMITTING AN APPLICATION TO THE UNITED STATES ENVIRONMENTAL PROTECTION AGENCY FOR A BROWNFIELD ASSESSMENT GRANT

WHEREAS, the Ingham County Board of Commissioners has established a Brownfield Redevelopment Authority whose charge is to support the cleanup and redevelopment of environmentally contaminated and previously used development sites that promote Economic Development in Ingham County; and

WHEREAS, the Ingham County Board of Commissioners and the Ingham County Brownfield Redevelopment Authority have determined a need to continue to identify, assess and implement the cleanup and redevelopment or reuse of brownfield sites in our region in order to encourage economic development; and

WHEREAS, the cleanup and revitalization of brownfield sites can provide many other community benefits including protection of public health and environment, neighborhood improvements, opportunities for creation of parks and community spaces and elimination of blight and dangerous structures; and

WHEREAS, Ingham County faces the challenge of many brownfield sites throughout the community such as former industrial sites, closed gas stations, dumps and other contaminated properties; and

WHEREAS, the Lansing region, which includes the City of Lansing, the City of East Lansing, Clinton County, Eaton County, and Ingham County, seeks to collaborate to revitalize brownfield sites and secure more resources for redevelopment of these sites for both the individual communities and the broader region; and

WHEREAS, these five local governments desire together to form the Lansing Regional Brownfield Coalition (Coalition); and

WHEREAS, the Lansing Economic Area Partnership (LEAP), a non-profit economic development entity with members that include Ingham County and the other governmental entities who will be part of the Coalition, will seek, administer and implement new funding to support the Coalition and its local government participants; and

WHEREAS, the U.S. Environmental Protection Agency (EPA) is now soliciting applications for grants in its Brownfield Assessment program and allows for coalitions to seek funding in the amount of $600,000 to be used for assessment and reuse planning of brownfield sites.

THEREFORE BE IT RESOLVED, that Ingham County is a collaborative partner in the Lansing Regional Brownfield Coalition and supports the development and submission of an application to the Environmental Protection Agency Brownfield Assessment Grant Program in the amount of $600,000 by LEAP on behalf of the Lansing Regional Brownfield Coalition.

BE IT FURTHER RESOLVED, that Ingham County designates the Economic Development Coordinator to work in collaboration with LEAP and the other Coalition members on the development, submission and implementation of an EPA Brownfield Assessment Grant.

Agenda Item 12b

TO: Board of Commissioners County Services and Finance Committee

FROM: Sandra Gower, Economic Development Coordinator

DATE: November 21, 2016

SUBJECT: Elevation at Okemos Pointe Brownfield Plan

BACKGROUND

The Ingham County Brownfield Redevelopment Authority (ICBRA) at its meeting on October 14, 2016 approved a Brownfield Redevelopment Plan for the Elevation at Okemos Pointe in Meridian Charter Township. The project is being developed by Okemos Pointe LLC northwest of the intersection of Jolly Road and Jolly Oak Road. The Plan contemplates redevelopment on 6 eligible parcels totally approximately 37.29 acres. This property was first developed in 1963 and has been substantially underutilized since 1999.

This project is an estimated $67.3 million mixed-use project. Phase I is $30.4 million and includes 166 apartment units and 6,214 gross square feet of commercial space. Phases II and III are $36.9 million and consists of 232 additional apartments and the renovation of an existing 20,000 gross square feet metal structure into a community market and food innovation district with community function space. Once completed it is expected to create approximately 200 new full time jobs. Phase I is expected to be completed by the end of 2017 and Phases II & III by the end of 2020.

The Plan includes a 25% pass through of taxes during each year of the capture period. Each taxing jurisdiction will receive 25% of the taxes created by the increment. 75% will be used to reimburse the developer. Table 3 on Page 17 of the Plan shows this breakdown.

Meridian Charter Township held a public hearing on October 18, 2016 and approved the Plan with some modifications at its November 1, 2016 meeting. The modifications approved by the Township are as follows:

- The plan is capped at $3,891,103. The developer's eligible costs shall not exceed $3,504,759; the maximum capture into the County BRA Local Site Remediation Revolving Fund (LSRRF) shall be $86,344 and developer provided interest shall not exceed $300,000. If, however, the actual cost of eligible activities turns out to be lower than above estimates, developer reimbursement and LSRRF shall also be lower.
- The addition of "**Section XX Tax Valuation and Payment of Tax Increment Revenue Shortfall"** to the reimbursement agreement between the County and the Developer. (See attached).
-

In April 2015 the Board adopted Resolution #15-115 creating the Ingham County Local Site Remediation Revolving Fund. This is the first Brownfield Plan to be considered since creation of the LSRRF. The ICBRA originally requested a contribution of 5% or $187,091 into the fund. The Township objected to that amount and reduced it to 2.5% or $86,344.

The ICBRA was scheduled to meet on November 18, 2016. However, there was no quorum so no action could be taken. The Board members present had an informal discussion on the changes adopted by Meridian Township. Some concern was expressed about the reduction to the LSRRF. However, the members present did not want to see the project not go forward over that reduction. They were in agreement with the other changes. The Section XX clause was reviewed by County Attorney Tim Perrone and found to be acceptable to add to our reimbursement agreement.

ALTERNATIVES

If the plan is not approved the Developer has indicated the project will not go forward.
The Board may make revisions to the plan. If any changes are made to the plan it will need to go back to the Township for its concurrence.

FINANCIAL IMPACT

Table 3 on Page 17 of the plan shows the impact of the Plan on the taxing jurisdictions. For the duration of the plan, the County will continue to receive the current base taxes on these properties. In addition the County will receive an additional $548,657 on the incremental taxes. $1,140,772 of the incremental taxes will be used to reimburse the developer for eligible expenses.
If the plan is not approved and the development does not take place there would be no increase in taxes from this property.

OTHER CONSIDERATIONS

The Board is permitted to approve Brownfield Redevelopment Plans per PA 381 of 1996 as amended. The purpose of the Brownfield Tax Increment Financing plan is to make it financially feasible to redevelop old, contaminated sites and get them back to productive use. The Board in Resolution #15-115 authorized the LSRRF.

RECOMMENDATIONS

Based on the information presented, I respectfully recommend approval of the attached resolution to approve the Brownfield Plan for the Elevation at Okemos Pointe.

Agenda Item 12b

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING THE INGHAM COUNTY BROWNFIELD AUTHORITY BROWNFIELD PLAN
FOR THE ELEVATION AT OKEMOS POINTE 2360 JOLLY ROAD (PORTION); 2398 JOLLY ROAD (PORTION); 2350 JOLLY OAK ROAD; 2362 JOLLY OAK ROAD; JOLLY OAK ROAD (PORTION)
OKEMOS, MERIDIAN CHARTER TOWNSHIP MICHIGAN**

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

WHEREAS, the ICBRA met on October 14, 2016 and recommended approval of a brownfield plan for the Elevation at Okemos Pointe (the PLAN) to redevelop deteriorating and contaminated properties in Meridian Charter Township (the TOWNSHIP) with tax ID Numbers: #33-02-02-33-376-010 (portion); #33-02-02-33-353-015 (portion); #33-02-02-33-329-002 (portion); #33-02-02-33-376-011; #33-02-02-33-376-012; #33-02-02-33-329-100 (portion)containing approximately 37.29 acres into a mixed use development with residential and commercial components which will increase the County's taxable value while creating approximately 200 new full time jobs; and

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

WHEREAS, the PLAN constitutes a public purpose under the ACT; and

WHEREAS, the proposed PLAN meets the requirements for a Brownfield Plan as established in Section 13 of the ACT; and

WHEREAS, the TOWNSHIP held a public hearing on the PLAN at its meeting on October 18, 2016 and subsequently approved the PLAN at its meeting on November 1, 2016; and

WHEREAS, the Developer has agreed to add Section XX "Tax Valuation and Payment of Tax Increment Revenue Shortfall" in the Development Reimbursement Agreement between the Developer and ICBRA for the capture and repayment of tax increment revenues towards eligible Brownfield Plan costs related to the shortfall in the event of a tax appeal; and

WHEREAS, the proposed Brownfield Plan is capped at $3,891,103, of which the projected costs of developer eligible activities (including contingency) shall not exceed $3,504,759; the maximum capture into the ICBRA Local Site Remediation and Revolving Fund (LSRRF) shall be $86,344, and; developer provided interest shall not exceed $300,000. However if the actual costs of eligible activities turns out to be lower than the above estimates developer reimbursement (including contingency and interest) and LSRRF capture shall be lower; and

WHEREAS, the taxing jurisdictions that will be affected by this PLAN have been duly notified about the fiscal and economic implications of the proposed Tax Increment Financing Plan in accordance with the ACT.

THEREFORE BE IT RESOLVED, that after review and consideration of the Brownfield Plan for the Elevation at Okemos Pointe and recommendation and approval of the PLAN by Meridian Charter Township, the Ingham County Board of Commissioners desires to proceed with approval of the PLAN.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners, pursuant to the authority granted by the ACT does hereby approve the Brownfield Plan for the Elevation at Okemos Pointe in the form attached as Exhibit A as revised on November 1, 2016 and authorizes the Chair to sign all agreements needed to implement the PLAN.

ELEVATION AT OKEMOS POINTE

2360 Jolly Road (portion) – Tax ID #33-02-02-33-376-010;
2398 Jolly Road (portion – Tax ID #33-02-02-33-353-015;
2350 Jolly Oak Road (portion) – Tax ID #33-02-02-33-329-002;
2360 Jolly Oak Road – Tax ID #33-02-02-33-376-011;
2362 Jolly Oak Road – Tax ID #33-02-02-33-376-012; and
Jolly Oak Road (portion) – Tax ID #33-02-02-33-329-100
Okemos, Meridian Charter Township, Michigan

Brownfield Plan

Revised November 1, 2016

Prepared with assistance from:
ADVANCED REDEVELOPMENT SOLUTIONS
PO Box 204
Eagle, MI 48822
Contact: Eric P. Helzer, EDFP
Phone: (517) 648-2434

Ingham County Brownfield Redevelopment Authority
Contact: Sandra Gower, Director
Phone: (517) 676-7285

Approved by the Ingham County Brownfield Redevelopment Authority – *10/14/2016*

Approved by the Meridian Charter Township Board of Trustees – *11/01/2016*

Approved by the Ingham County Board of Commissioners – *TBD/TBD/2016*

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PROJECT SUMMARY SHEET: BROWNFIELD PLAN – ELEVATION AT OKEMOS POINTE

Project Name:	Elevation at Okemos Pointe	
Applicant/Developer:	Entity Name:	Okemos Pointe, LLC
	Contact:	Will Randle
	Mailing Address:	2422 Jolly Road, Suite 200, Okemos, MI 48864
	Phone:	(517) 580-2550
Eligible Property Location:	The eligible Property consists of six (6) parcels located at: 2360 Jolly Road (portion) – Tax ID #33-02-02-33-376-010; 2398 Jolly Road (portion – Tax ID #33-02-02-33-353-015; 2350 Jolly Oak Road (portion) – Tax ID #33-02-02-33-329-002; 2360 Jolly Oak Road – Tax ID #33-02-02-33-376-011; 2362 Jolly Oak Road – Tax ID #33-02-02-33-376-012; and Jolly Oak Road (portion) – Tax ID #33-02-02-33-329-100 Okemos, Meridian Charter Township, Michigan.	
Property Size:	Approximately 37.29 acres	
Type of Eligible Property:	Facility (Contaminated)	

Project Description:

Elevation at Okemos Pointe Project

This Brownfield Plan (the "Plan") anticipates significant future investments by Okemos Pointe, LLC. Okemos Pointe, LLC, is a single purpose entity for the proposed Project. They are an Okemos-based development company whose members are exceptional real estate developers of residential, commercial and mixed-use developments in Mid-Michigan and have facilitated development and managed company operations in California, Hawaii, Arizona, New Mexico, Colorado, the Caribbean and Australia. This Plan contemplates redevelopment upon all six (6) Eligible Properties located northwest of the intersection of Jolly Road and Jolly Oak Road which was first developed in 1963 and has been substantially underutilized since 1999 (17 years).

Elevation at Okemos Pointe (the "Project") is an estimated $67.3 plus million (including land) mixed-use redevelopment project. Phase I is $30.4 million which includes 166 apartment units (236 beds) and 6,214 gross square feet of commercial space. The projected cost for Phases II & III is $36.9 million and consists of 232 additional apartment units (352 beds) and the renovation of an existing 20,000 gross square feet metal structure into a community market and food innovation district with community function space. Apartments and commercial space will span 441,549 gross square feet over 37.29 acres on the Eligible Property. The development is ideally suited near shopping center with highway access to I-96 located within one mile of the site. This redevelopment will be ideal for those working in the Greater Lansing Area.

Once complete, approximately 200 new full time jobs will be created as a result of the residential and commercial spaces including community market and food innovation district with community

function space. The applicant will also be working with MSU to spin businesses off to other brick and mortar sites in the community, this will provide a network of small business entrepreneurship for the region fostering new types of opportunities in employment and ownership

Added Project features include pocket parks, public seating plaza, pavilion, fishing pier, public art, underground utilities, wetland preservation areas, outdoor seasonal sales area, uncovered and covered bike parking/storage and local township path/trail system connecting to the regional path/trail system.

Construction is scheduled to begin this fall 2016 on Brownfield eligible activities to position Phase I of the Project for completion by end of 2017 and completion of Phases II & III by the end of 2020. The Project cannot occur without support toward eligible Brownfield activities and costs through tax increment financing available under the Brownfield Redevelopment Financing Act (Public Act 381 of 1996), which is the subject of this Plan.

Estimate Job Creation: Approximately 200 new full time jobs will be created upon completion of the Project.

Eligible Activities and Eligible Costs: $3,804,759 of eligible activity costs made up of: Baseline Environmental Assessment Activities, Due Care Activities, Additional Response Activities, Demolition Activities, Lead and Asbestos Abatement Activities, Brownfield Plan & Work Plan Preparation (including Ingham County Brownfield Redevelopment Authority {"ICBRA" or "Authority"} Application Fees), Contingency and Interest. $3,891,103 in total capture with adding the capture for Authority Local Site Remediation Revolving Fund ("LSRRF").

Eligible Activities	Eligible Costs
Baseline Environmental Assessment (BEA) Activities	$ 49,550
Due Care Activities	$ 392,345
Additional Response Activities	$ 1,673,400
Demolition Activities	$ 1,017,712
Lead and Asbestos Abatement Activities	$ 120,752
Brownfield Plan & Work Plan Preparation (and application fees, if any)	$ 51,000
Subtotal	*$ 3,304,759*
Contingency	$ 200,000
Subtotal	*$ 3,504,759*
Interest	$ 300,000
Subtotal (to Developer)	***$ 3,804,759***
Authority Administration	$ -
Authority LSRRF	$ 86,344
State of Michigan Brownfield Redevelopment Fund	$ -
Subtotal (to Others)	**$ 86,344**
GRAND TOTAL	**$ 3,891,103**

Duration of Plan Capture: 11 years (2018 through 2028), total estimated Plan capture duration for reimbursement of Eligible Activities and LSRRF deposits.

Base Year of Plan: 2016

First Year of Plan Capture: 2018

Property Tax Summary (for life of Plan through 2028):

Base Taxes Paid by Developer	$ 1,016,621
New / Incremental Taxes Paid by Developer	$ 11,126,186
Total Property Taxes Paid	**$ 12,142,807**

Distribution of Property Taxes Paid Summary (for life of Plan through 2028):

Base Taxes Paid to Meridian Township	$ 123,150
Base Taxes Paid to Other Taxing Jurisdictions	$ 893,471
New / Incremental Taxes Paid Gain (not captured) to Meridian Township	$ 460,911
New / Incremental Taxes Paid Gain (not captured) to Other Taxing Jurisdictions	$ 6,774,172
New / Incremental Taxes Paid to Developer Eligible Activity Costs	$ 3,804,759
New / Incremental Taxes Paid to Authority LSRRF	$ 86,344
Total Property Tax Distribution	**$ 12,142,807**

INTRODUCTION

The Ingham County Brownfield Redevelopment Authority ("ICBRA" or "Authority"), duly established by resolution of the Ingham County Board of Commissioners, pursuant to the Brownfield Redevelopment Financing Act, Michigan Public Act 381 of 1996, MCLA 125.2651 et. seq., as amended ("Act 381"), is authorized to exercise its powers within the County of Ingham, Michigan.

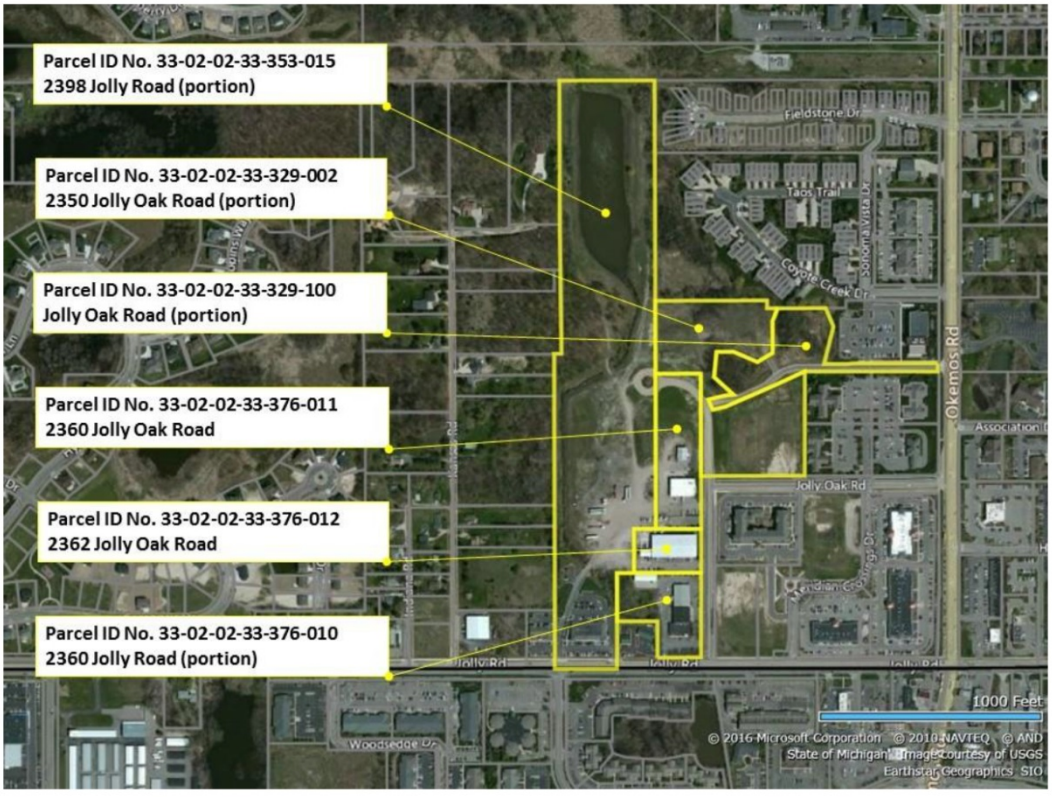
The purpose of this Brownfield Plan (the "Plan" and/or "Amendment"), as amended is to be implemented by the Authority, is to satisfy the requirements of Act 381 for including the eligible property described below in the Authority Brownfield Plan (the "Plan"). This Plan promotes the redevelopment of and investment in certain "Brownfield" properties within the County, to accomplish cleanup of environmental contamination, and to redevelop blighted, historic and functionally obsolete property. Inclusion of Property within this Plan, as amended will facilitate financing of eligible activities at eligible properties, and will also provide tax incentives to eligible taxpayers willing to invest in revitalization of eligible sites, commonly referred to as "Brownfields." By facilitating redevelopment of Brownfield properties, this Plan, as amended is intended to promote economic growth for the benefit of the residents of the County and all taxing units located within and benefited by the Authority.

The identification or designation of a developer or proposed use for the Eligible Property that is the subject of this Plan shall not be integral to the effectiveness or validity of this Plan. This Plan is intended to apply to the Eligible Property identified in this Plan and, if tax increment revenues are proposed to be captured from that Eligible Property, to identify and authorize the eligible activities to be funded by such tax increment revenues. Any change in the proposed developer or proposed use of the Eligible Property shall not necessitate an amendment to this Plan, affect the application of this Plan to the Eligible Property, or impair the rights available to the Authority under this Plan.

This Plan is intended to be a living document, which may be modified or amended in accordance with the requirements of Act 381, as necessary to achieve the purposes of Act 381. The applicable sections of Act 381 are noted throughout the Plan for reference purposes.

This Plan contains information required by Section 13(1) of Act 381.

1. DESCRIPTION OF THE ELIGIBLE PROPERTY (SECTION 13(1)(H))



The Eligible Property ("Property") consists of all or portion of six parcels located northwest of the intersection of Jolly Road and Jolly Oak Road, Okemos, Meridian Township, Ingham County, Michigan. The Property contains approximately 37.29 acres.

The Property is located in an area of the Meridian Charter Township ("Township") that is characterized by commercial, multi-tenant residential, and recreational properties. A county drain is located on the western and central portions of the Property, which leads to a retention pond located in the northern portion, and the Property is abutted by surface roadways, municipal water, sanitary and storm sewer services, electrical and gas utilities to the south.

The Eligible Property parcels are summarized in the below table. See Exhibit A, Legal Descriptions and Eligible Property Boundary Map. Please note that the Eligible Property in the table below identifies four parcels with a portion of that Tax ID number being included as Eligible Property. As such, the Legal Descriptions and Eligible Property Boundary Map in Exhibit A shall govern as the Eligible Property in this Plan.

Eligible Property		
Address	**Tax ID**	**Basis of Eligibility**
2360 Jolly Road (portion)	33-02-02-33-376-010	Adjacent or Contiguous to Facility Property
2398 Jolly Road (portion)	33-02-02-33-353-015	Facility
2350 Jolly Oak Road (portion)	33-02-02-33-329-002	Facility
2360 Jolly Oak Road	33-02-02-333-376-011	Facility
2362 Jolly Oak Road	33-02-02-33-376-012	Facility
Unaddressed parcel on Jolly Oak Road (portion)	33-02-02-33-329-100	Adjacent or Contiguous to Facility Property

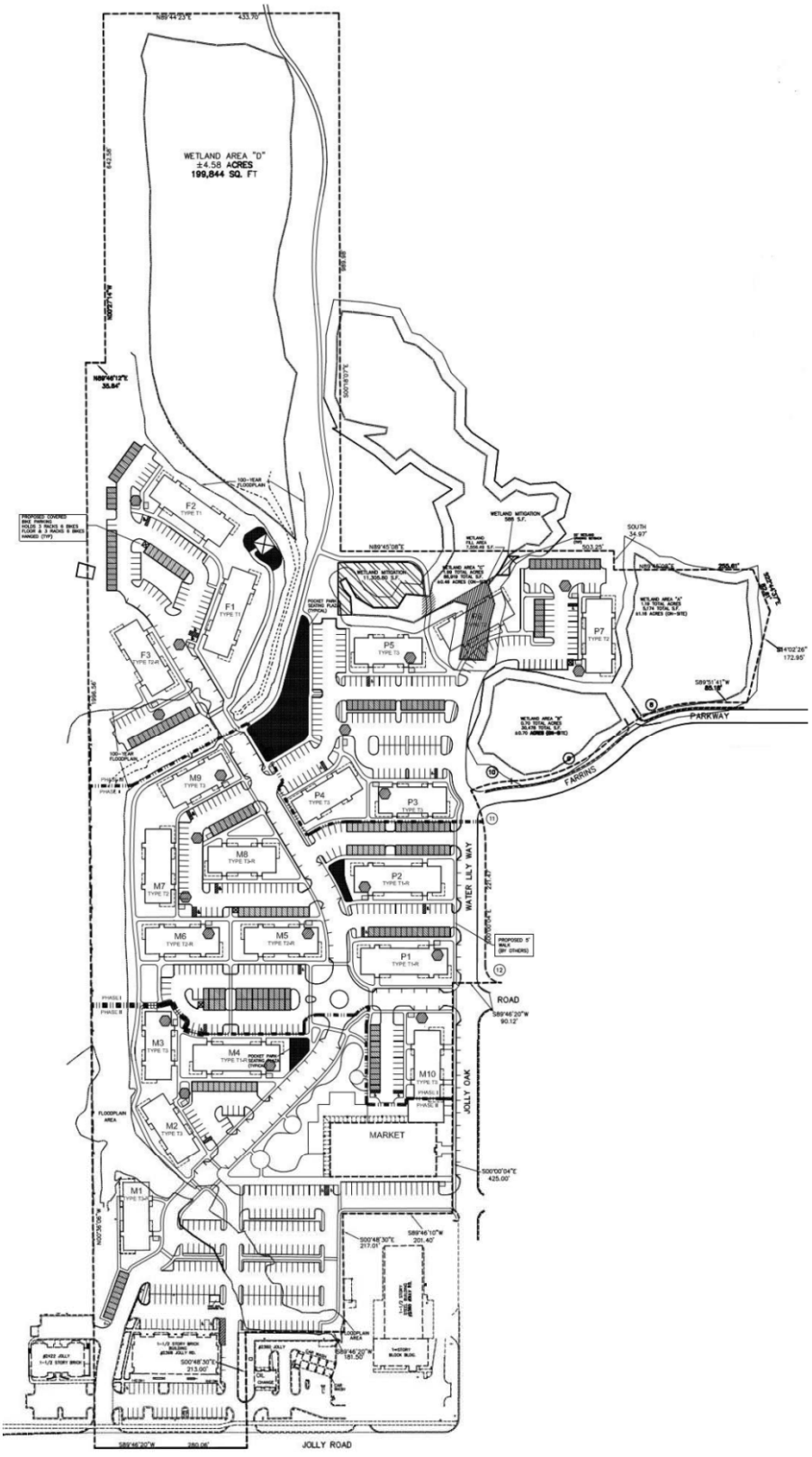
The Property consists of six parcels of land. Four of the six parcels are a "facility" as defined by Part 201 of Michigan's Natural Resources and Environmental Protection Act (P.A. 451, as amended). In accordance with Act 381, the remaining two parcels included in this Plan is adjacent or contiguous to the facility-designated properties and is estimated to increase the captured taxable value of the facility-designated parcels. The parcels are located within the boundaries of Meridian Charter Township, Michigan.

As of June 2016 the Property is a Mixed Use Planned Unit Development (MUPUD) that was conditionally zoned Community Service (C-2) Commercial, with a voluntary offer of a condition limiting development to a mixed use planned unit development with restriction of no more than 18 dwelling units per acre as allowed under the density bonus provisions in the mixed use planned unit ordinance. The C-2 zoning district allows for a mixed use planned unit development. Mixture of uses proposed on Property is adequately served by essential public facilities and services, such as police, fire, stormwater drainage, existing roadways, public water, and sanitary sewer. Property was formerly zoned Industrial, Commercial, Residential, Professional and Office and currently contains two industrial/commercial buildings, a tire storage building, and a storage shed. Exterior portions of the Property currently include on the southern portion paved parking and landscaped areas while the eastern and northern portions are grass-covered and wooded land. A county drain is located on the western and central portions of the Property, which leads to a retention pond located in the northern portion.

The Project proposes to redevelop an underutilized property into a contemporary multi-use development. The redevelopment integrates design elements, environmental response activities, and economic development to further goals of the Meridian Charter Township, Ingham County ("IC"), the Michigan Department of Environmental Quality ("MDEQ") and the Michigan Economic Development Corporation ("MEDC"). It will result in: (1) the community and municipal benefits of increased property taxes on the Property; (2) due care and additional response activities that will address the contamination on the Property, reducing the threat to human health and the environment; and (3) a substantial improvement to the appearance and aesthetics of the Property which will assist in increasing the property values of the neighboring community. The overall redevelopment of this site will include lead and asbestos abatement, building demolition and site demolition of the wide-spread fill and debris found across most of the Property, environmental due care and additional response activities, and redevelopment into a mixed-use development project. The applicant has a strong desire to put this Property back to productive use and drastically improve the aesthetics of the area.

The parcel and all tangible real and personal property located thereon will comprise the Eligible Property and is referred to herein as the "Property." Incremental tax revenues resulting from new personal property will be captured if available. Any such funds will be used to reimburse the Authority and Developer for eligible activities, to the extent authorized by this Plan, and an executed reimbursement agreement between the Developer and the Authority.

Bird's Eye Site Plan East Elevation


WETLAND AREA "D"
±4.58 ACRES
199,844 SQ. FT
F1
F2
F3
P1
P2
P3
P4
P5
P7
M1
M2
M3
M4
M5
M6
M7
M8
M9
M10
MARKET
PARKWAY
FARRINS
WATER LILY WAY
JOLLY OAK
ROAD
JOLLY ROAD

Bird's Eye East Elevation Market and Mixed Use Commercial and Residential Building

Bird's Eye West Elevation Market and Mixed Use Commercial and Residential Building

2. BASIS OF ELIGIBILITY (SECTION 13 (1)(H), SECTION 2 (M)), SECTION 2(R)

The Property is considered "eligible property" as defined by Act 381, Section 2 because (a) the Property was previously utilized or is currently utilized for a commercial or industrial purpose; (b) four of the six parcels comprised by the Property have been determined to be a "facility"; (c) includes parcels that are adjacent or contiguous to that Property because the development of the adjacent and contiguous parcels is estimated to increase the captured taxable value of that property; and, (d) the Property is in Meridian Charter Township, which is not a qualified local governmental unit.

Eligible Property		
Address	**Tax ID**	**Basis of Eligibility**
2360 Jolly Road (portion)	33-02-02-33-376-010	Adjacent or Contiguous to Facility Property
2398 Jolly Road (portion)	33-02-02-33-353-015	Facility
2350 Jolly Oak Road (portion)	33-02-02-33-329-002	Facility
2360 Jolly Oak Road	33-02-02-333-376-011	Facility
2362 Jolly Oak Road	33-02-02-33-376-012	Facility
Unaddressed parcel on Jolly Oak Road (portion)	33-02-02-33-329-100	Adjacent or Contiguous to Facility Property

Exhibit B includes an overview of the environmental conditions on the Property as it is related to its basis of eligibility and inclusion in the Plan. As Eligible Property, the Property is eligible for redevelopment incentives from the Authority.

3. SUMMARY OF ELIGIBLE ACTIVITIES AND DESCRIPTION OF COSTS (SECTION 13 (1)(A),(B))

The "eligible activities" that are intended to be carried out at the Property are considered "eligible activities" as defined by Sec 2 of Act 381, because they include Baseline Environmental Activities (BEA) {Phase I ESA, Phase II ESA, and BEA}, due care activities, additional response activities, lead & asbestos survey and abatement, demolition, and preparation of Brownfield Plan & Act 381 Work Plan. Exhibit B includes an overview of the Brownfield eligible activities that are contemplated for the Property.

A summary of the eligible activities and the estimated cost of each eligible activity intended to be paid for with Tax Increment Revenues from the Property are shown in the following tables (Tables 1a and 1b).

The Eligible Activities projected in this Plan may switch categories if site or environmental conditions change. If conditions change, an eligible activity may fall under a different category (such as an Environmental or Non-Environmental eligible activity) so long as the Plan does not involve the capture of State School Tax Increment Revenue (i.e., an Act 381 Work Plan). Local-only Tax Capture Plans can adjust between Environmental and Non-Environmental activity categories. Furthermore, for the eligible activities identified in the Plan, the costs of any activities may be adjusted after the date the Plan is approved by the Authority, so long as the costs do not exceed the combined total of all eligible activity costs (combined Environmental and Non-Environmental costs) plus a pro-rata contingency amount (but excluding the interest amount), to the extent that the adjustments do not violate the terms of

any approved documents, such as a Development Reimbursement Agreement, or Public Act 381 of 1996, as amended.

The Developer desires to be reimbursed for the costs of eligible activities. Tax increment revenue generated by the Property will be captured by the Authority and used to reimburse the cost of the eligible activities completed on the Property. Amendments to Act 381 that were signed in to law on December 28, 2012 allow local units of government to approve reimbursement of eligible activities with tax increment revenues attributable to local taxes on any eligible activities conducted on eligible property or prospective eligible properties prior to approval of the Plan, if those costs and the eligible property are subsequently included in an approved Plan. In the event that eligible activities are performed prior to Plan approval, approved eligible activity costs will be reimbursable in accordance with Act 381.

In accordance with this Plan and the associated Development Reimbursement Agreement (the "Agreement") with the Authority, the amount advanced by the Developer will be repaid by the Authority, together with interest at the rate set at 2.5% simple interest (capped at $300,000), solely from the tax increment revenues realized from the Eligible Property. However, if the actual cost of eligible activities turns out to be lower than the estimates, interest reimbursement may be lower than the capped amount, subject to the 2.5% simple interest calculation.

Year 1 through Year 9 of the Plan's captured tax increment revenues are exclusively for Developer reimbursement. Starting in Year 10, captured tax increment revenues will first be used for Developer reimbursement then to Authority LSRRF deposits. Remaining Authority LSRRF deposits are all made in Year 11 as described in the tables of the Plan. No state school tax capture was assumed to reimburse eligible activity costs in this Plan. The eligible activities identified in the Plan are as a local-only tax capture cost by the Authority, together with the interest rate provided above.

The costs listed in the tables are estimated costs and may increase or decrease depending on the nature and extent of the actual conditions encountered on the Property. The actual cost of those eligible activities encompassed by this Plan that will qualify for reimbursement from tax increment revenues of the Authority from the Property shall be governed by the terms of the Agreement. No costs of eligible activities will be qualified for reimbursement except to the extent permitted in accordance with the terms and conditions of the Agreement.

Table 1a - Itemized Eligible Activities	Eligible Activity Amount Supported in Brownfield Plan	Local Tax Capture (100%)
Baseline Environmental Assessment (BEA) Activities	$ 49,550	$ 49,550
Due Care Activities	$ 392,345	$ 392,345
Additional Response Activities	$ 1,673,400	$ 1,673,400
Totals: Environmental	**$ 2,115,295**	**$ 2,115,295**
Demolition Activities	$ 1,017,712	$ 1,017,712
Lead and Asbestos Abatement Activities	$ 120,752	$ 120,752
Totals: Non Environmental	**$ 1,138,464**	**$ 1,138,464**
Contingency Environmental (up to 15% but capped)*	$ 130,022	$ 130,022
Contingency Non-Environmental (up to 15% but capped)*	$ 69,978	$ 69,978
Interest (2.50% but capped at $300,000)	$ 300,000	$ 300,000
Sub Total (EAs + Contingencies + Interest)	**$ 3,753,759**	**$ 3,753,759**
Brownfield Plan	$ 48,500	$ 48,500
Local Application Fees	$ 2,500	$ 2,500
Totals: Administrative (Brownfield Plan + Work Plan + Application Fees)	**$ 51,000**	**$ 51,000**
Sub Total (EAs + Contingencies + Interest + Administrative)	**$ 3,804,759**	**$ 3,804,759**
Brownfield Redevelopment Authority (BRA) Administration	$ -	$ -
BRA Local Site Remediation Revolving Fund (LSRRF) (2.50%)	$ 86,344	$ 86,344
State of Michigan Brownfield Redevelopment Fund (MBRF)	$ -	$ -
Totals: BRA and MBRF	**$ 86,344**	**$ 86,344**
Grand Total	**$ 3,891,103**	**$ 3,891,103**

* Combined Contingency (Environmental and Non-Environmental) capped at $200,000.

Table 1b - Summary of Eligible Activities	Eligible Activity (Amount Supported in Brownfield Plan)	Number of Years to Reimburse EA Amount
Total Local Taxes to Developer Eligible Activities, Contingency and Interest	$ 3,804,759	**10**
Total Local Taxes to BRA Eligible Activities, Contingency and Interest	$ -	-
Total Local Tax Capture Eligible Activities, Contingency and Interest	**$ 3,804,759**	-
Total Local Taxes to BRA Administration	$ -	-
Total Local Taxes to Local Site Remediation Revolving Fund (LSRRF)	$ 86,344	**1**
Total Local Taxes to BRA	**$ 86,344**	-
Total School Taxes to Developer Eligible Activities and Interest	$ -	-
Total School Taxes to BRA Eligible Activities and Interest	$ -	-
Total School Taxes to State of Michigan Brownfield Redevelopment Fund (MBRF)	$ -	-
Total School Tax Capture Eligible Activities	**$ -**	-
Total Capture by BRA	**$ 86,344**	**11**
Total Capture by Developer	**$ 3,804,759**	
Total Capture by State of Michigan Brownfield Redevelopment Fund (MBRF)	$ -	-

4. CAPTURED TAXABLE VALUE AND TAX INCREMENT REVENUES (SECTION 13(1)(C))

This Plan anticipates the capture of tax increment revenues to reimburse the Developer for the costs of eligible activities under this Plan in accordance with the Agreement. The initial taxable value (base year) of the Property shall be determined by the use of tax year 2016 tax values. Tax increment revenue capture will begin when tax increment is generated by redevelopment on the Property; this is expected to begin in 2018 (first year of capture). Estimates project that the Authority is expected to capture the tax increment revenues from 2018 through 2028 which will be generated by the increase in taxable value. The following table provides a summary of the captured incremental taxable values and tax increment

revenues captured which it will provide after completion of the redevelopment projects. In addition, detailed tables of estimated tax increment revenues to be captured is attached to this Plan as Exhibit C, Table 4 - Tax Increment Financing Estimates. Year 1 through Year 9 of the Plan's captured tax increment revenues are exclusively for Developer reimbursement. Starting in Year 10, captured tax increment revenues will first be used for Developer reimbursement then to Authority LSRRF deposits. Remaining Authority LSRRF deposits are all made in Year 11 as described in the tables of the Plan.

The captured incremental taxable value and associated tax increment revenue will be based on the actual increased taxable value from all taxable improvements (both real and personal property) on the Property set through the property assessment process by the local unit of government and equalized by the County. The actual increased taxable value of the land and all future taxable improvements on the Property may vary. Furthermore, the amount of tax increment revenue available under this Plan will be based on the actual millage levied annually by each taxing jurisdiction on the increase in tax value resulting from the redevelopment Project that is eligible and approved for capture.

Table 2 - Captured Incremental Taxable Values & Tax Increment Revenues Captured

Tax Year	Captured Incremental Taxable Values	Tax Increment Revenues Captured
2016 - Base Year	**$ -**	**$ -**
2017	$ -	$ -
2018 - Start of Tax Capture	$ 7,171,404	$ 180,291
2019	$ 7,284,955	$ 183,145
2020	$ 7,400,210	$ 186,043
2021	$ 17,773,694	$ 446,835
2022	$ 18,046,280	$ 453,688
2023	$ 18,322,955	$ 460,643
2024	$ 18,603,780	$ 467,703
2025	$ 18,888,817	$ 474,869
2026	$ 19,178,130	$ 482,143
2027	$ 19,471,782	$ 489,525
2028	$ 19,769,840	$ 497,018
Total	-	**$ 4,321,903**
Surplus revenue returned to the applicable Taxing Jurisdictions on a pro-rata basis		$ 430,800
Total Tax Increment Revenues Captured		**$ 3,891,103**

5. METHOD OF BROWNFIELD PLAN FINANCING (SECTION 13(1)(D))

Eligible activities are to be financed by the Developer. The Developer will be reimbursed for eligible costs as listed in Tables 1a and 1b above. The current estimated amount of capture used to reimburse the Developer and Authority for costs in this Plan is $3,804,759.

All reimbursements authorized under this Plan shall be governed by the Agreement. The Authority shall not incur any note or bonded indebtedness to finance the purposes of this Plan. The inclusion of eligible activities and estimates of costs to be reimbursed in this Plan is intended to authorize the Authority to fund such reimbursements and does not obligate the Authority or the Township to fund any reimbursement or to enter into the Agreement providing for the reimbursement of any costs for which tax increment revenues may be captured under this Plan, or which are permitted to be reimbursed under this Plan. The amount and source of any tax increment revenues that will be used for purposes authorized by this Plan, and the terms and conditions for such use and upon any reimbursement of the expenses permitted by the Plan, will be provided solely under the Agreement contemplated by this Plan.

The Authority anticipates collecting $2,500 in application costs under this Plan. In addition, the Authority anticipates depositing $86,344 of local captured taxes into its LSRRF under this Plan. LSRRF costs are reflective of the redevelopment Project being completed and all eligible activities are incurred as summarized in Table 1a.

6. AMOUNT OF NOTE OR BONDED INDEBTEDNESS INCURRED (SECTION 13(1)(E))

The Authority will not incur a note or bonded indebtedness for this Brownfield Project under this Plan.

7. DURATION OF THE BROWNFIELD PLAN AND EFFECTIVE DATE (SECTION 13(1)(F))

In no event shall the duration of the Plan exceed 35 years following the date of the resolution approving the Plan, nor shall the duration of the tax capture exceed the lesser of the period authorized under subsection (4) and (5) of Section 13 of Act 381 or 30 years. The Property will become a part of this Plan on the date this Plan is approved by the Ingham County Board of Commissioners ("ICBOC"). The date of tax capture shall commence during the year construction begins but no earlier than 2018 or the immediate following year—as increment revenue becomes available, but the beginning date of tax increment revenues capture shall not exceed five years beyond the date of the governing body resolution approving the Plan.

8. ESTIMATED IMPACT ON TAXING JURISDICTIONS (SECTION 13(1)(G), SECTION 2(EE))

The following table presents a summary of the impact to taxing jurisdictions (if the redevelopment Project is completed).

Table 3 - Impact to Taxing Jurisdictions			
Taxing Unit	**Incremental Taxes Paid**	**Taxes Returned to Taxing Unit**	**Impact to Taxing Jurisdiction**
MERIDIAN CHARTER TOWNSHIP	-	-	-
Operating	$ 722,064	$ 234,497	$ 487,568
Parks/Recreation (2004)	$ 54,496	$ 17,698	$ 36,798
Pathways	$ 47,688	$ 15,487	$ 32,201
CATA Redi Ride	$ 34,382	$ 11,166	$ 23,216
Fire Protection	$ 110,110	$ 35,759	$ 74,351
Police Protection	$ 104,522	$ 33,945	$ 70,578
Land Preservation	$ 56,731	$ 18,424	$ 38,307
Community Services	$ 25,787	$ 8,374	$ 17,412
Local Roads	$ 42,978	$ 13,957	$ 29,020
Parks/Recreation (2014)	$ 114,614	$ 37,222	$ 77,392
Debt	$ 34,382	$ 34,382	$ -
Subtotal	*$ 1,347,754*	*$ 460,911*	*$ 886,843*
INGHAM COUNTY	-	-	-
County Operating	$ 1,091,847	$ 354,587	$ 737,260
Indigent Veterans Relief Fund	$ 5,673	$ 1,842	$ 3,831
Potter Park Zoo	$ 70,484	$ 22,890	$ 47,594
Public Transportation	$ 20,629	$ 6,700	$ 13,930
Special Transportation	$ 82,518	$ 26,798	$ 55,719
911 System	$ 144,939	$ 47,070	$ 97,869
Juvenile Justice	$ 103,147	$ 33,498	$ 69,649
Farmland Preservation	$ 24,068	$ 7,816	$ 16,251
Health Services	$ 60,169	$ 19,540	$ 40,629
Parks/Trails	$ 85,956	$ 27,915	$ 58,041
Subtotal	*$ 1,689,429*	*$ 548,657*	*$ 1,140,772*
Capital Region Airport Authority - CRAA	$ 120,166	$ 39,025	$ 81,141
Capital Area Transportation Authority - CATA	$ 516,939	$ 167,880	$ 349,059
LIBRARY	-	$ -	-
Capital Area District Library - CADL	$ 268,182	$ 87,095	$ 181,088
INTERMEDIATE SCHOOL DISTRICTS (ISD)	-	$ -	-
RESA Operating	$ 32,560	$ 10,574	$ 21,986
RESA Special Education	$ 774,669	$ 251,581	$ 523,089
RESA Vocational Education	$ 222,196	$ 72,160	$ 150,036
COMMUNITY COLLEGE	-	$ -	-
Lansing Community College - LCC	$ 654,503	$ 212,555	$ 441,947
LOCAL SCHOOL MILLAGES: excludes State School millages	-	$ -	-
School Debt	$ 1,203,383	$ 1,203,383	$ -
School Building and Site ("Sinking Fund" millage available for tax capture)	$ 170,519	$ 55,378	$ 115,142
Subtotal	*$ 3,963,118*	*$ 2,099,631*	*$ 1,863,487*
STATE SCHOOL MILLAGES: excludes Local School millages	-	-	-
State Education Tax - SET	$ 1,031,471	$ 1,031,471	$ -
Local School Operating - LSO (18 mills for Real Property; only 6 mills for Personal Property)	$ 3,094,413	$ 3,094,413	$ -
Subtotal	*$ 4,125,884*	*$ 4,125,884*	*$ -*
Totals	**$11,126,186**	**$ 7,235,084**	**$ 3,891,103**
Total Tax Increment Revenues Captured			**$ 3,891,103**

Additional information related to the impact of tax increment financing on the various taxing jurisdictions is presented Exhibit C, Table 4.

9. DISPLACEMENT OF PERSONS (SECTION 13(1)(I-L))

Limited commercial tenant leases are residing on the Property and the other buildings are vacant, however prior to construction, the Property will become vacant and there will be no persons or businesses residing on the Property. Additionally, no occupied residences will be acquired or cleared; therefore there will be no displacement or relocation of persons or businesses under this Plan.

10. AUTHORITY REVOLVING FUND (SECTION 8; SECTION 13(1)(M))

The Authority has established a LSRRF. The Authority will capture incremental local taxes to fund the LSRRF in Years 10 and 11, to the extent allowed by law. The LSRRF will capture an amount equal to 2.5% of the eligible activity amount reimbursed to the Developer and captured in Years 10 and 11 (see Table 4d for LSRRF distribution). The funds will be used in a manner consistent with the requirements of Act 381 of 1996, as amended ("the Act"). The Authority anticipates depositing $86,344 of local captured taxes into its LSRRF if the redevelopment Project is completed and all eligible activities are incurred as summarized in Table 1a.

11. OTHER INFORMATION (SECTION 8; SECTION 13(1)(N))

The Authority and the ICBOC, in accordance with the Act, may amend this Plan in the future in order to fund additional eligible activities associated with the Project described herein.

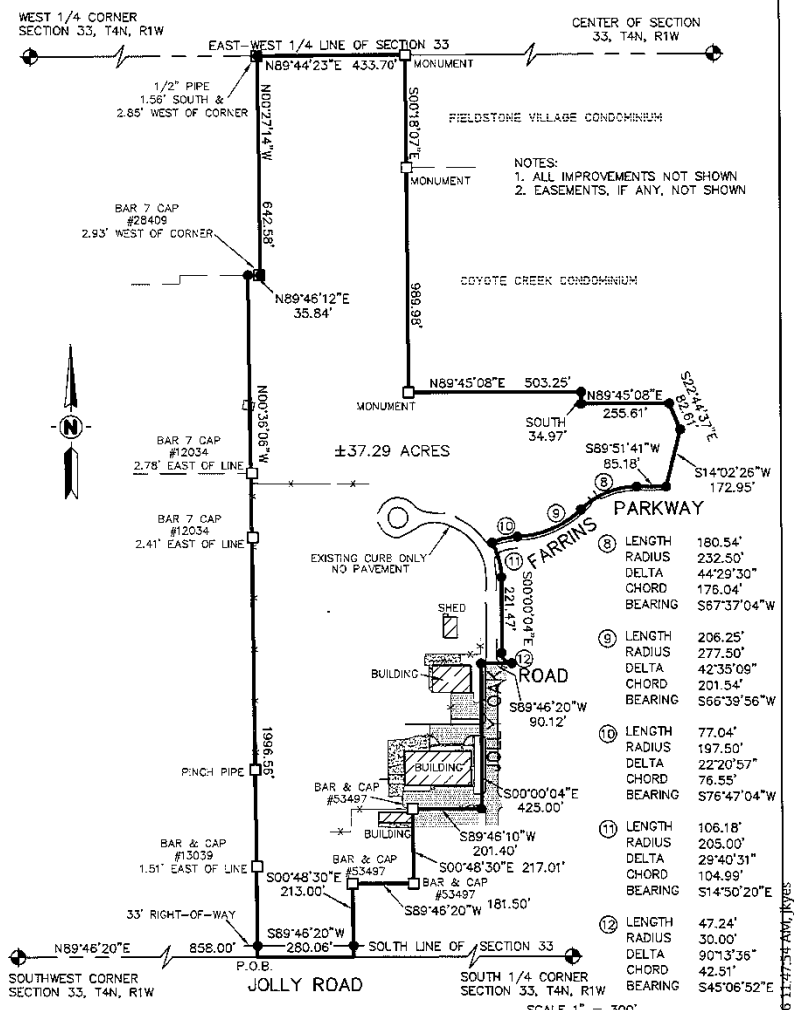
Exhibit A

Legal Description
And
Eligible Property Boundary Map

OVERALL FINAL BOUNDARY LEGAL DESCRIPTION OF PROJECT AREA:

A parcel of land in the Southwest 1/4 of Section 33, T4N, R1W, Meridian Township, Ingham County, Michigan, the boundary of said parcel described as: Commencing at the Southwest corner of said Section 33; thence N89°46'20"E along the South line of said Section 33 a distance of 858.00 feet to the point of beginning of this description; thence N00°36'06"W parallel with the West line of Section 33 a distance of 1996.56 feet; thence N89°46'12"E 35.84 feet; thence N00°27'14"W 642.58 feet to the East-West 1/4 line of said Section 33; thence N89°44'23"E along said East-West 1/4 line 433.70 feet to the West line of Fieldstone Village Condominium, Subdivision Plan No. 184, Ingham County Records; thence S00°18'07"E along said West line and the West line of Coyote Creek Condominium, Subdivision Plan No. 82, Ingham County Records, a distance of 989.98 feet; thence along the South line of said Coyote Creek Condominium the following three courses: N89°45'08"E 503.25 feet, South 34.97 feet and N89°45'08"E 255.61 feet to the Westerly line of Unit 1 of Okemos Pointe Office Park Condominium, Subdivision Plan No. 267, Ingham County Records; thence along said Westerly line the following two courses: S22°44'37"E 82.61 feet and S14°02'26"W 172.95 feet to the North line of Farrins Parkway; thence along said North line the following four courses: S89°51'41"W 85.18 feet, Southwesterly 180.54 feet on a curve to the left, said curve having a radius of 232.50 feet, a delta angle of 44°29'30" and a chord length of 176.04 feet bearing S67°37'04"W, Southwesterly 206.25 feet on a curve to the right, said curve having a radius of 277.50 feet, a delta angle of 42°35'09" and a chord length of 201.54 feet bearing S66°39'56"W and Southwesterly 77.04 feet on a curve to the left, said curve having a radius of 197.50 feet, a delta angle of 22°20'57" and a chord length of 76.55 feet bearing S76°47'04"W to the East line of Water Lily Way; thence along said East line the following three courses: Southeasterly 106.18 feet on a curve to the right, said curve having a radius of 205.00 feet, a delta angle of 29°40'31" and a chord length of 104.99 feet bearing S14°50'20"E, S00°00'04"E 221.47 feet and Southeasterly 47.24 feet on a curve to the left, said curve having a radius of 30.00 feet, a delta angle of 90°13'36" and a chord length of 42.51 feet bearing S45°06'52"E to the North line of Jolly Oak Road; thence S89°46'20"W along the extension of said North line 90.12 feet to the West line of Jolly Oak Road; thence S00°00'04"E along said West line 425.00 feet; thence S89°46'10"W 201.40 feet; thence S00°48'30"E along the West line of Lots 1 and 2 of the plat of "Jolly-Okemos Industrial Park" as recorded in Liber 27 of Plats, Pages 20-21, Ingham County Records 217.01 feet; thence S89°46'20"W parallel with said South section line 181.50 feet; thence S00°48'30"E along a line parallel with said West line of Lots 1 and 2 a distance of 213.00 feet to said South line; thence S89°46'20"W along said South line 280.06 feet to the point of beginning; said parcel containing 37.29 acres, more or less, subject to all right-of-way for road purposes; said parcel subject to all easements and restrictions if any.

CERTIFIED BOUNDARY SURVEY



(8)	LENGTH	180.54'
	RADIUS	232.50'
	DELTA	44°29'30"
	CHORD	176.04'
	BEARING	S67°37'04"W
(9)	LENGTH	206.25'
	RADIUS	277.50'
	DELTA	42°35'09"
	CHORD	201.54'
	BEARING	S66°39'56"W
(10)	LENGTH	77.04'
	RADIUS	197.50'
	DELTA	22°20'57"
	CHORD	76.55'
	BEARING	S76°47'04"W
(11)	LENGTH	106.18'
	RADIUS	205.00'
	DELTA	29°40'31"
	CHORD	104.99'
	BEARING	S14°50'20"E
(12)	LENGTH	47.24'
	RADIUS	30.00'
	DELTA	90°13'36"
	CHORD	42.51'
	BEARING	S45°06'52"E

LEGEND

- = Survey Boundary Line
- = Distance Not to Scale
- = Fence
- = Concrete Areas
- = Asphalt Areas
- = Found Monument As Noted
- = Set 1/2" Bar & Cap

All Dimensions are in Feet and Decimals Thereof.

KEBS, INC. KYES ENGINEERING BRYAN LAND SURVEYS
2116 HASLETT ROAD, HASLETT, MI 48840
PH. 517–339–1014 FAX. 517–339–8047
13432 PRESTON DRIVE, MARSHALL, MI 49068
PH. 269–781–9800 FAX. 269–781–9805

DRAWN BY KDB	SECTION 33, T4N, R1W
FIELD WORK BY AH	JOB NUMBER: 88667.BND
SHEET 1 OF 3	

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Exhibit B

Basis of Brownfield Eligibility

Supportive Environmental and Non-Environmental Information

EXHIBIT B
Basis of Brownfield Eligibility
Supportive Environmental and Non-Environmental Information
As of October 4, 2016

A. PROPERTY INFORMATION

The Subject Property is comprised of two full parcels and a portion of four additional parcels, as summarized below:

- 2360 Jolly Road (portion) – Tax ID #33-02-02-33-376-010;
- 2398 Jolly Road (portion) – Tax ID #33-02-02-33-353-015;
- 2350 Jolly Oak Road (portion) – Tax ID #33-02-02-33-329-002;
- 2360 Jolly Oak Road – Tax ID #33-02-02-33-376-011;
- 2362 Jolly Oak Road – Tax ID #33-02-02-33-376-012; and
- Jolly Oak Road (portion) – Tax ID #33-02-02-33-329-100.

B. HISTORY

According to historical documents summarized in a Phase I Environmental Site Assessment (ESA) prepared by SME on January 25, 2016, on behalf of Okemos Pointe, LLC prior to their acquisition of the Property, the Property is currently developed with three, single-story buildings and gravel and vegetated areas, since The buildings were reportedly constructed in the 1950s and 1970s. The Property is currently, and has historically been, leased by multiple parties.

Historical uses of the Property include metal welding and cutting, storage of industrial waste related to manufacturing operations, multiple commercial trucking operations, including an on-site petroleum product storage and dispensing area, a dairy cattle supply company, an industrial recycling company, and an automobile manufacturing operation. Fueling operations ceased in the mid-1990s.

C. ENVIRONMENTAL FINDINGS

Phase I ESA Findings – January 2016

SME conducted a Phase I ESA of the Property in conformance with the scope and limitations of ASTM International (ASTM) Standard Practice E 1527-13. The assessment revealed the following recognized environmental concerns (RECs) in connection with the Property:

- The potential for undetected and/or unreported releases of hazardous substances and/or petroleum products associated with the following historical operations on the Property:
  - metal welding and fabricating;
  - molding and painting of plastic;
  - accumulation, transfer, and storage of waste oil, paint and solvents;
  - vehicle service;
  - gasoline and diesel storage and fueling;
  - storage of construction equipment and construction yard operations; and

- placement and storage of fill material on the Property.

- The potential presence of hazardous substances and/or petroleum products in the area of the septic systems (septic tanks and drain fields) associated with the chemical usage at the 2360 and 2362 Jolly Oak Road buildings.

- The potential for a release of hazardous substances and/or petroleum products associated with odors noted in soil at a geotechnical soil boring previously completed by SME on the eastern portion of the Property.

The potential for migration of undetected and/or unreported releases of hazardous substances and/or petroleum products from the south-adjoining vehicle service sites (2360 and 2380 Jolly Road).

Phase II ESA Findings – March 2016

SME conducted soil sampling, temporary monitoring well installation and groundwater sampling, and soil gas sampling on February 10 and February 11, 2016, to further evaluate the RECs identified during the Phase I ESA, and evaluate the potential for environmental impacts resulting from historical Property uses. The findings of the Phase II ESA are presented in a baseline environmental assessment (BEA) report prepared by SME, dated March 29, 2016. A summary of the sampling activities and findings is provided below. The sample locations are shown on Figure 1.

SME advanced 20 soil borings (SB1 through SB20), installed 10 temporary monitoring wells (SB1, SB2, SB3, SB4, SB6, SB7, SB8, SB9, SB17 and SB18), and installed 6 soil gas sampling implants (SG1 through SG6). SME collected and analyzed 21 soil samples, 9 groundwater, and 6 soil gas samples for one or more of the following constituents: volatile organic compounds (VOCs), polynuclear aromatic hydrocarbons (PAHs), polychlorinated biphenyls (PCBs), the Michigan 10 metals, which include arsenic, barium, cadmium, copper, chromium, lead, mercury, selenium, silver and zinc.

The measured concentrations of arsenic, ethylbenzene, naphthalene, selenium, tetrachloroethylene, 1,2,3-trimethylbenzene, 1,2,4-trimethylbenzene, 1,3,5-trimethylbenzene, and/or xylenes were above the Part 201 generic residential criteria in one or more soil samples. The measured concentrations of arsenic, lead, and/or tetrachloroethylene were above the Part 201 generic residential criteria in in one or more groundwater samples. Lastly, the measured concentration of trichloroethene was above the residential sub-slab soil gas screening levels in one soil gas sample (SG3).

Environmental impact was identified in subsurface fill material, which was observed at depths ranging from 2.5 to 10.5 feet below ground surface. The following attached tables identify the analytical findings of the initial sampling activities:

- Table 1: Summary of Analysis Results – Soil
- Table 2: Summary of Analysis Results – Groundwater

- Table 3: Summary of Analysis Results – Soil Gas

Four of the six parcels meet the definition of a "facility", as defined in Part 201 of the Natural Resources and Environmental Protection Act (NREPA), Public Act 451 of 1994, as amended (Part 201); therefore, based upon the environmental findings to date, the Eligible Property determination is as follows:

Eligible Property		
Address	**Tax ID**	**Basis of Eligibility**
2360 Jolly Road (portion)	33-02-02-33-376-010	Adjacent or Contiguous to Facility Property
2398 Jolly Road (portion)	33-02-02-33-353-015	Facility
2350 Jolly Oak Road (portion)	33-02-02-33-329-002	Facility
2360 Jolly Oak Road	33-02-02-333-376-011	Facility
2362 Jolly Oak Road	33-02-02-33-376-012	Facility
Unaddressed parcel on Jolly Oak Road (portion)	33-02-02-33-329-100	Adjacent or Contiguous to Facility Property

Please refer to the legal description for the boundaries of the Property.

Supplemental Phase II ESA and Due Care Evaluation – May and July 2016

SME conducted supplemental Phase II ESA and due care evaluation activities in May and July 2016 to further evaluate the potential for environmental impacts in the fill materials. Sample locations for the investigation were selected based on the following rationale:

1) characterize areas of the Property not evaluated during the previous Phase II ESA,

2) characterize areas of the Property where development plans include subsurface excavation and/or earthwork (e.g. future building locations), and

3) further evaluate areas where concentrations of soil, groundwater and/or soil gas may represent due care issues.

SME advanced 30 additional soil borings (SB101 through SB126 and SB201 through SB204), installed 6 temporary monitoring wells (SG804, SG805, and SB201 through SB204) and installed 13 soil gas sampling implants (SG301 through SG308 and SG801 through SG805). SME collected and analyzed 43 soil samples, 6 groundwater, and 13 soil gas samples for VOCs and/or Michigan 10 metals.

The measured concentrations of arsenic and or selenium were above the Part 201 generic residential criteria in one or more soil samples. The measured concentration of trichloroethene was above the residential sub-slab soil gas screening levels in one soil gas sample (SG302).

Environmental impact was identified in subsurface fill material, which was observed at depths ranging from 2.5 to 8.0 feet below ground surface. The following attached tables identify the analytical findings of the supplemental sampling activities:

- Table 4: Summary of Analysis Results – Soil
- Table 5: Summary of Analysis Results – Groundwater
- Table 6: Summary of Analysis Results – Sub-Slab Soil Gas
- Table 7: Summary of Analysis Results – Deep Soil Gas

D. OTHER FINDINGS

In addition to the Property being a "facility" (contaminated), approximately 160,000 tons of fill are estimated to exist. To further investigate the aforementioned fill, a geotechnical investigation was conducted by SME on August 20, 2015. These investigations found that the fill is unstable and non-indigenous. An additional geotechnical investigation was conducted in May 2016. As a result of the previous studies, including environmental work, significant subsurface fill was identified across the Property. Subsurface fill material was encountered at depths ranging from approximately 2.5 feet to 10.5 feet below ground surface. It is anticipated, based upon the site topography, that areas may exist with extensive fill beyond 10.5 feet below ground surface. Additionally, existing site improvements from past operations remain on the Property from surface concrete pavement, bollards and loading/storage areas, and former foundations and partial building remnants. The approximate extent of fill material is shown on Figure 2. The remaining site conditions and presence of fill may have been the impediment to redevelopment in the past.

E. BROWNFIELD ELIGIBLE ACTIVITIES

The Property meets the definition of a "facility" due to the presence of contaminated soil and groundwater on the Property. Vapor intrusion, due to contaminated soil gas, was also identified as an environmental concern. Geotechnical investigations have confirmed the presence of unstable, non-indigenous urban fill material depths of at least 10.5 feet below ground surface. The fill material is ubiquitous across the majority of the Property. The presence of organic material beneath the fill has also been identified in a portion of the Property but is not included as a Brownfield condition and as such is not part of this Brownfield Plan.

The goal of the project is to use Brownfield tax increment financing to address contaminated soil, groundwater, and soil gas and the associated due care obligations. Removal or management of environmental impacts on the Property will improve site conditions that have historically prevented redevelopment of the Property, and allow the developer to proceed with the proposed redevelopment project.

Figure 2 depicts the primary Brownfield Condition Areas being addressed and managed as a part of the Brownfield Plan approach to allow for the redevelopment of the site as proposed. The Brownfield Condition Areas depicted are as follows with the identified color designation:

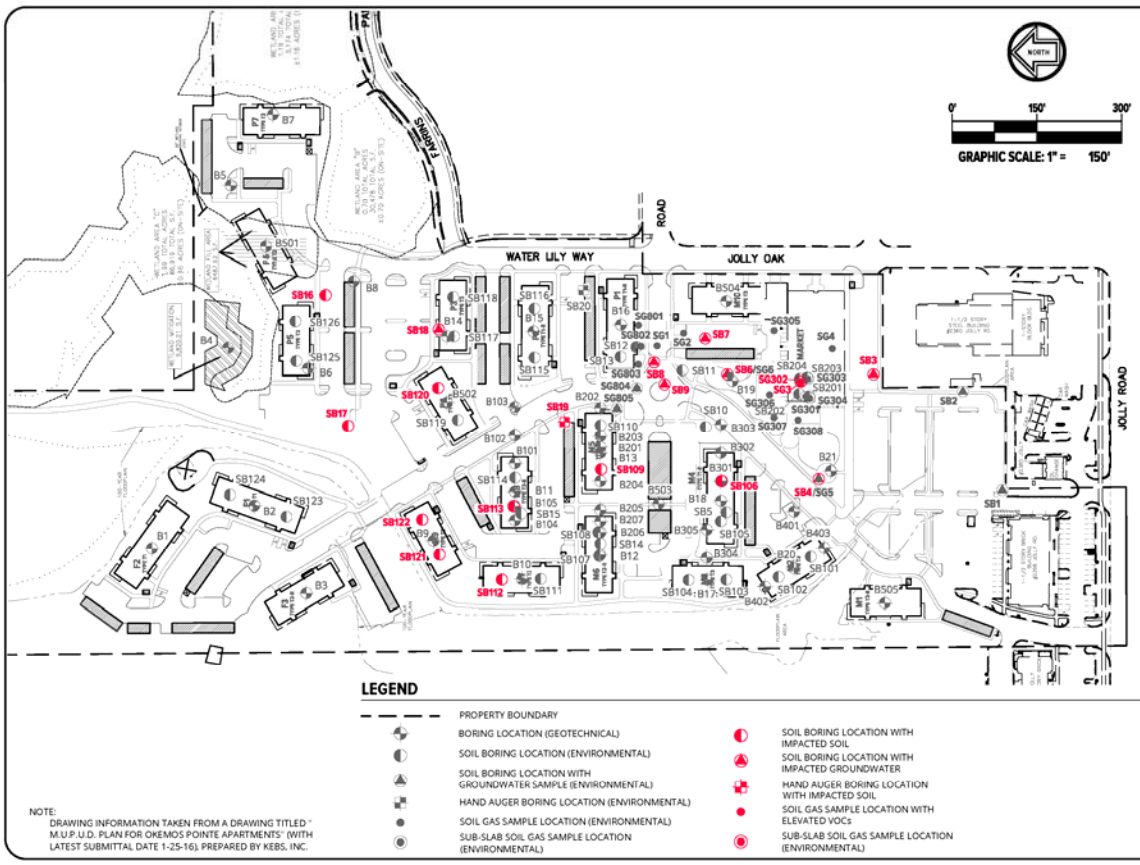
- Approximate Area of Urban or Historic Fill/Debris (green line)
- Approximate Area of Contaminated Urban or Historic Fill/Debris (pink line)
- Approximate Area of Volatile Organic Compound (VOC) Contamination (yellow-shaded area)

Eligible environmental activities will include Baseline Environmental Activities (BEA) {Phase I ESAs, Phase II ESAs, and BEA Reports}, Due Care Activities {Due Care Plans and Activities}, potential Additional Response Activities, and Brownfield Plan/Work Plan preparation. A preliminary list of anticipated eligible activities is provided below. Additional eligible activities may be identified at a later date.

- asbestos and lead-based paint survey & abatement;
- site demolition (including transport and off-site disposal of the urban or historic fill/debris;
- building demolition (interior, part and whole buildings);
- placement of engineered fill in areas associated with urban or historic fill/debris, removal of contaminated urban or historic fill/debris and environmentally impacted (contaminated) petroleum/chlorinated solvent areas;
- survey for environmentally impacted (contaminated) material and fill repurposing;
- material management (soil and groundwater); and
- additional response activities may be conducted which could consist of the:
    - installation of a soil gas vapor mitigation system (this environmental concern is under further evaluation);
    - excavation/dewatering, trucking and disposal or treatment of environmentally impacted (contaminated) petroleum material (soil and groundwater); and
    - excavation, trucking and disposal when needed to a Type II landfill non-repurposed environmentally impacted (contaminated) urban or historic fill/debris.

The approach is to perform site demolition activities through material management (excavation/pulverize/repurpose) all possible material (for example any concrete, block, brick, where present) encountered. Removal of fill materials will consist of on-site management and re-use, where feasible, and/or excavation, transportation and disposal at a licensed, Type II landfill (environmental activity). Excavated fill and debris areas will be replaced with repurposed materials and imported, compacted engineered fill to "green" the

Property and allow for construction by bring the Property back up to a buildable condition after demolition activities. Material testing during repurposing operations and backfilling will be conducted. Project management both on-site and off-site will be completed to appropriately oversee activities including: planning, evaluation & supervision; eligible activity compliance such as bid specifications, eligible activity tracking and supervision, and construction management.



NOTE:
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Project
OKEMOS POINTE APARTMENTS

Project Location
MERIDIAN TOWNSHIP, MICHIGAN

Sheet Name
SOIL BORING AND ENVIRONMENTAL SAMPLING LOCATION DIAGRAM

No.	Revision Date

Date	9-29-16
CADD	JAB
Designer	MAV
Scale	1" = 150'
Project	073348.04
Figure No.	1

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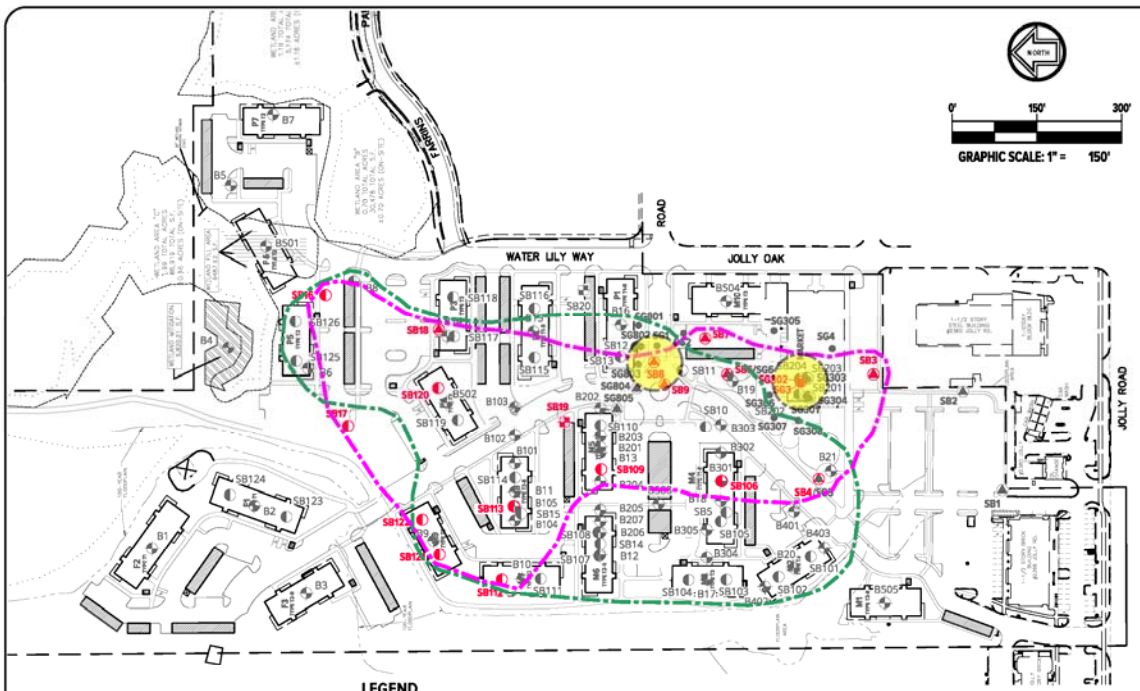

LEGEND

- PROPERTY BOUNDARY
- BORING LOCATION (GEOTECHNICAL)
- SOIL BORING LOCATION (ENVIRONMENTAL)
- SOIL BORING LOCATION WITH GROUNDWATER SAMPLE (ENVIRONMENTAL)
- HAND AUGER BORING LOCATION (ENVIRONMENTAL)
- SOIL GAS SAMPLE LOCATION (ENVIRONMENTAL)
- SUB-SLAB SOIL GAS SAMPLE LOCATION (ENVIRONMENTAL)
- SOIL BORING LOCATION WITH IMPACTED SOIL
- SOIL BORING LOCATION WITH IMPACTED GROUNDWATER
- HAND AUGER BORING LOCATION WITH IMPACTED SOIL
- SOIL GAS SAMPLE LOCATION WITH ELEVATED VOCs
- SUB-SLAB SOIL GAS SAMPLE LOCATION (ENVIRONMENTAL)
- APPROXIMATE AREA OF URBAN OR HISTORIC FILL/ DEBRIS
- APPROXIMATE AREA OF CONTAMINATED URBAN OR HISTORIC FILL/DEBRIS
- APPROXIMATE AREA OF VOLATILE ORGANIC COMPOUND (VOC) CONTAMINATION

NOTE:
1. DRAWING INFORMATION TAKEN FROM A DRAWING TITLED "M.U.P.U.D. PLAN FOR OKEMOS POINTE APARTMENTS" (WITH LATEST SUBMITTAL DATE 1-25-16), PREPARED BY KEBS, INC.

2. THIS FIGURE IS FOR ILLUSTRATIVE PURPOSES ONLY, TO CONVEY THE APPROXIMATE EXTENTS OF BROWNFIELD CONDITIONS BEING ADDRESSED AS PART OF THE PROPOSED PROJECT. ACTUAL CONDITIONS MAY VARY. THE EXTENTS SHOWN ARE BASED ON EXISTING INFORMATION, AND SHOULD BE REVIEWED AND REVISED IN THE EVENT ADDITIONAL INFORMATION BECOMES AVAILABLE.

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Project
OKEMOS POINTE APARTMENTS

Project Location
MERIDIAN TOWNSHIP, MICHIGAN

Sheet Name
BROWNFIELD CONDITION AREAS

No.	Revision Date

Date	9-29-16
CADD	JAB
Designer	MAV
Scale	1" = 150'
Project	073348.04
Figure No.	2

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TABLE 1
SUMMARY OF ANALYSIS RESULTS - SOIL
OKEMOS POINTE APARTMENTS
MERIDIAN CHARTER TOWNSHIP, MICHIGAN
SME PROJECT NO. 073348.00.003.001

			Part 201 Generic Residential Cleanup Criteria			CHEMICAL ANALYSIS RESULTS Sample Identification / Depth (feet) / Date Collected / Soil Description / Parcel Identification									
CONSTITUENT	Chemical Abstract Service Number	Statewide Default Background Levels	Drinking Water Protection Criteria	Groundwater Surface Water Interface Protection Criteria	Direct Contact Criteria	SB1	SB4	SB5	SB10	SB14	SB15	SB17	Duplicate	SB19	SB16
						1.5 - 2.0	1.5 - 2.0	1.0 -2.0	1.5 - 2.0	1.0 - 1.5	3 - 4	1.5 -2.0	SB17	1 - 2	1 - 2
						2/10/2016	2/10/2016	2/11/2016	2/11/2016	2/11/2016	2/11/2016	2/10/2016	2/10/2016	2/10/2016	2/11/2016
						Sand Fill	Sand Fill	Sand Fill	Sand Fill	Sand Fill	Peat	Sand Fill	Sand Fill	Topsoil- Clayey Sand	Topsoil- Clayey Sand
						Portion of 2360 Jolly Road	Portion of 2366 Jolly Road								Portion of 2360 Jolly Oak Road
VOCs															
n-Butylbenzene	104-51-8	NA	1,600	40	2,500,000	<50	<50	<50	<50	<50	<50	<50	NE	<50	<50
sec-Butylbenzene	135-98-8	NA	1,600	40	5,000,000	<58	<52	<50	<50	<50	<50	<59	NE	<60	<50
Ethylbenzene	100-41-4	NA	1,500	780	27,000,000	<50	<50	<50	<50	<50	<50	<50	NE	<50	<50
Isopropylbenzene	98-82-8	NA	91,000	3,200	95,000,000	<250	<250	<250	<250	<250	<250	<250	NE	<250	<250
Naphthalene	91-20-3	NA	35,000	250	56,000,000	<500	<500	<500	<500	<500	<500	<500	NE	<530	<500
n-Propylbenzene	103-65-1	NA	1,600	40	2,500,000	<100	<100	<100	<100	<100	<100	<100	NE	<100	<100
Tetrachloroethylene	127-18-4	NA	100	1,200	200,000	<58	<52	<50	<50	<50	<50	<59	NE	<60	<50
1,2,3-Trimethylbenzene	526-73-8	NA	1,900	870	32,000,000	<100	<100	<100	<100	<100	<100	<100	NE	<100	<100
1,2,4-Trimethylbenzene	95-63-6	NA	2,100	870	32,000,000	<100	<100	<100	<100	<100	<100	<100	NE	<100	<100
1,3,5-Trimethylbenzene	108-67-8	NA	1,800	1,200	32,000,000	<100	<100	<100	<100	<100	<100	<100	NE	<100	<100
Xylenes	1330-20-7	NA	5,600	800	410,000,000	<150	<150	<150	<150	<150	<150	<150	NE	<150	<150
Other Analyzed VOCs	CS	CS	CS	CS	CS	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL
PAHs															
Benzo(a)anthracene	56-55-3	NA	NLL	NLL	20,000	<530	<530	<530	<530	<530	<530	<530	NE	<530	<530
Benzo(a)pyrene	50-32-8	NA	NLL	NLL	2,000	<200	<200	<200	<200	<200	<200	<200	NE	<200	<200
Benzo(b)fluoranthene	205-99-2	NA	NLL	NLL	20,000	<530	<530	<530	<530	<530	<530	<530	NE	<530	<530
Benzo(g,h,i)perylene	191-24-2	NA	NLL	NLL	7,500,000	<530	<530	<530	<530	<530	<530	<530	NE	<530	<530
Benzo(k)fluoranthene	207-08-9	NA	NLL	NLL	200,000	<530	<530	<530	<530	<530	<530	<530	NE	<530	<530
Chrysene	218-01-9	NA	NLL	NLL	2,000,000	<530	<530	<530	<530	<530	<530	<530	NE	<530	<530
Fluoranthene	206-44-0	NA	730,000	5,500	46,000,000	<530	<530	<530	<530	<530	<530	<530	NE	<530	<530
Fluorene	86-73-7	NA	500,000	5,300	37,000,000	<530	<530	<530	<530	<530	<530	<530	NE	<530	<530
Indeno(1,2,3-cd)pyrene	193-39-5	NA	NLL	NLL	20,000	<530	<530	<530	<530	<530	<530	<530	NE	<530	<530
1-Methylnaphthalene	91-57-6	NA	57,000	4,200	8,100,000	<530	<530	<530	<530	<530	<530	<530	NE	<530	<530
Phenanthrene	85-01-8	NA	56,000	2,100	1,600,000	<530	<530	<530	<530	<530	<530	<530	NE	<530	<530
Pyrene	129-00-0	NA	480,000	ID	29,000,000	<530	<530	<530	<530	<530	<530	<530	NE	<530	<530
Other Analyzed PAHs	CS	CS	CS	CS	CS	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL
PCBs															
PCBs, Total	1336-36-3	NA	NLL	NLL	4,000	NE	NE	NE	NE	NE	NE	NE	NE	NE	NE
Metals															
Arsenic	7440-38-2	5,800	5,800	5,800	7,600	NE	**5,400**	**5,400**	NE	**4,700**	**4,700**	**10,000**	**5,800**	**4,900**	**4,700**
Barium	7440-39-3	75,000	1,300,000	440,000 *	37,000,000	NE	**32,000**	**23,000**	NE	**24,000**	**25,000**	**76,000**	**26,000**	**62,000**	**48,000**
Cadmium	7440-43-9	1,200	6,000	1,200 *	150,000	**640**	**130**	**60**	**160**	**160**	**240**	**270**	**160**	**390**	**740**
Chromium, Total**	7440-47-3	18,000 (total)	1,000,000,000	2,900,000 *	790,000,000	**14,000**	**9,900**	**6,800**	**12,000**	**8,800**	**7,800**	**23,000**	**8,800**	**14,000**	**7,800**
Chromium VI	18540-29-9	NA	30,000	3,300	3,200,000	<3,500	NC	NC	NC	NC	NC	<3,300	NC	NC	<3,260
Copper	7440-50-8	32,000	5,800,000	79,000 *	30,000,000	NE	NE	NE	NE	**8,800**	**9,600**	**18,000**	**8,400**	NE	**7,750**
Lead, Total	7439-95-1	21,000	700,000	5,100,000 *	400,000	**37,000**	**4,700**	**3,900**	**11,000**	**8,800**	**7,600**	**210,000**	**9,400**	**9,400**	**8,900**
Mercury, Total	7439-97-6	130	1,700	130	160,000	NE	<50	<50	NE	<50	<50	<50	<50	**13**	**69**
Selenium	7782-49-2	410	4,000	410	2,600,000	NE	**570**	**260**	NE	**270**	**280**	**670**	**420**	**800**	**730**
Silver	7440-22-4	5,000	4,500	4,000	7,500,000	NE	<100	<100	NE	<100	<100	<100	<100	<100	<100
Zinc	7440-66-6	47,000	2,400,000	170,000	170,000,000	NE	NE	NE	NE	**24,000**	**26,000**	**64,000**	**30,000**	NE	**24,000**

Notes:
1. Concentrations reported in micrograms per kilogram (µg/kg).
2. Analytical results were compared to December 30, 2013 Promulgated Cleanup Criteria, R 299.46, Table 2: Soil: Residential Part 201 Generic Cleanup Criteria and Screening Levels.
3. Results greater than reporting limit are shown in BOLD. Results exceeding one or more criteria are shaded, as are the criteria.
4. VOCs - Volatile Organic Compounds; PAHs - Polynuclear Aromatic Hydrocarbons; PCBs - Polychlorinated Biphenyls. Refer to the analytical report for the full list of VOC, PAH, and PCB analytes.
5. CS - Criterion is specific to individual constituent.
6. <RL - Analytical result was below the laboratory reporting limit.
7. ID - Insufficient data to develop criteria.
8. NA - Not available or not applicable.
9. NE - Not evaluated.
10. NLL - Not likely to leach under most soil conditions.
11. "* - GSI Protection was calculated for the indicated metals using the MDEQ spreadsheet for calculating GSI. A default water hardness value of 150 mg/kg as $CaCO_3$ was used to calculate GSI. Results are presented for surface water receiving bodies not protected as a drinking water source.
12. Italicized - the respective criterion was below the Statewide Default Background Level (SDBL) and therefore the value defaulted to the SDBL value.
13. "** - Total chromium results compared to trivalent chromium criteria because hexavalent chromium was analyzed and not measured above the laboratory reporting limit.
14. Concentrations were also compared to and found to be below the Soil Volatilization to Indoor Air Inhalation, Infinite Source Volatile Soil Inhalation Criteria , Particulate Soil Inhalation, and Soil Saturation Concentration screening levels.

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TABLE 1
SUMMARY OF ANALYSIS RESULTS - SOIL
OKEMOS POINTE APARTMENTS
MERIDIAN CHARTER TOWNSHIP, MICHIGAN
SME PROJECT NO. 073348.00.003.001
PAGE 2 OF 2

			Part 201 Generic Residential Cleanup Criteria			CHEMICAL ANALYSIS RESULTS										
						Sample Identification	SB6	SB7	SB8	Duplicate C	SB9	SB11	SB12	SB13	SB18	SB20	SB3	TRIP BLANK METHANOL
						Depth (feet)	1.5 - 2.0	1.5 - 2.0	9 - 10	SB8	1.0 - 1.5	1.5 - 2.0	7.5 - 8.5	4.5 - 5.0	1.5 - 2.0	2 - 3	1.5 - 2.0	-
						Date Collected	2/9/16	2/11/2016	2/11/2016	2/11/2016	2/11/2016	2/11/2016	2/11/2016	2/11/2016	2/10/2016	02/5/2016	2/11/2016	2/16/2016
						Soil Description	Silty Sand	Sand Fill	Silty Sand	Silty Sand	Sand Fill	Sand Fill	Sand	Silty Sand	Sand Fill	Sand Fill	Silty Sand Fill	-
						Parcel Identification	2340 Jolly Oak Road										2340 Jolly Oak Road	-
CONSTITUENT	Chemical Abstract Service Number	Statewide Default Background Levels	Drinking Water Protection Criteria	Groundwater Surface Water Interface Protection Criteria	Direct Contact Criteria													
VOCs																		
n-Butylbenzene	104-51-8	NA	1,600	ID	2,500,000	<50	<50	1,400	1,800	<50	<50	<53	<50	<50	<50	<50	<50
sec-Butylbenzene	135-98-8	NA	1,600	ID	2,500,000	<50	<50	600	670	<50	<50	<53	<54	<57	<52	<50	<50
tert-Butylbenzene	109-41-4	NA	1,500	360	22,000,000	<50	<50	370	390	<50	<50	<53	<50	<50	<50	<50	<50
Isopropyl benzene	98-82-8	NA	91,000	3,200	26,000,000	<250	<250	300	340	<250	<250	<260	<250	<250	<250	<250	<250
Naphthalene	91-20-3	NA	35,000	730	16,000,000	<330	<330	1,400	1,600	<330	<330	<330	<330	<330	<330	<330	<330
n-Propylbenzene	103-65-1	NA	1,800	ID	2,500,000	<100	<100	760	900	<100	<100	<100	<100	<100	<100	<100	<100
Tetrachloroethylene	127-18-4	NA	100	1,200	200,000	<50	<50	3,000	3,400	<50	<50	<50	<50	<57	<52	<50	<50
1,2,3-Trimethylbenzene	526-73-8	NA	1,900	570	32,000,000	<100	<100	3,100	3,800	<100	<100	<100	<100	<100	<100	<100	<100
1,2,4-Trimethylbenzene	95-63-6	NA	3,100	570	32,000,000	<100	<100	6,200	7,100	<100	<100	<100	<100	<100	<100	<100	<100
1,3,5-Trimethylbenzene	108-67-8	NA	1,800	1,100	32,000,000	<100	<100	2,000	2,200	<100	<100	<100	<100	<100	<100	<100	<100
Xylenes	1330-20-7	NA	5,600	620	410,000,000	<150	<150	1,900	2,200	<150	<150	<150	<150	<150	<150	<150	<150
Other Analyzed VOCs	CS	CS	CS	CS	CS	<BL	<BL	<BL	<BL	<BL	<BL	<BL	<BL	<BL	<BL	<BL	<BL
PAHs																		
Benzo(a)anthracene	56-55-3	NA	NLL	NLL	20,000	<330	<330	<330	<330	<330	<330	<330	<330	<330	940	<330	NA
Benzo(a)pyrene	50-32-8	NA	NLL	NLL	2,000	<330	<330	<330	<330	<330	<330	<330	<330	<330	1,000	<330	NA
Benzo(b)fluoranthene	205-99-2	NA	NLL	NLL	20,000	<330	<330	<330	<330	<330	<330	<330	<330	<330	1,300	<330	NA
Benzo(g,h,i)perylene	191-24-2	NA	NLL	NLL	2,500,000	<330	<330	<330	<330	<330	<330	<330	<330	<330	970	<330	NA
Benzo(k)fluoranthene	207-08-9	NA	NLL	NLL	200,000	<330	<330	<330	<330	<330	<330	<330	<330	<330	480	<330	NA
Chrysene	218-01-9	NA	NLL	NLL	2,000,000	<330	<330	<330	<330	<330	<330	<330	<330	<330	930	<330	NA
Fluoranthene	206-44-0	NA	750,000	5,500	46,000,000	<330	<330	<330	<330	<330	<330	<330	<330	<330	1,700	<330	NA
Fluorene	86-73-7	NA	386,000	9,300	37,000,000	<330	<330	<330	410	<330	<330	<330	<330	<330	<330	<330	NA
Indeno(1,2,3-c,d)pyrene	193-39-5	NA	NLL	NLL	20,000	<330	<330	<330	<330	<330	<330	<330	<330	<330	600	<330	NA
1-Methylnaphthalene	91-57-6	NA	57,000	4,200	8,100,000	<330	<330	830	2,800	<330	<330	<330	<330	<330	<330	<330	NA
Phenanthrene	85-01-8	NA	56,000	2,100	1,600,000	<330	<330	360	970	<330	<330	<330	<330	<330	730	<330	NA
Pyrene	129-00-0	NA	480,000	ID	29,000,000	<330	<330	<330	<330	<330	<330	<330	<330	<330	1,700	<330	NA
Other Analyzed PAHs	CS	CS	CS	CS	CS	<BL	<BL	<BL	<BL	<BL	<BL	<BL	<BL	<BL	<BL	<BL	NA
PCBs																		
PCBs, Total	1336-36-3	NA	NLL	NLL	4,000	NE	NE	<100	<100	NE	NE	<100	NE	NE	NE	NE	NA
Metals																		
Arsenic	7440-38-2	5,800	5,800	5,800	7,600	4,400	NE	NE	NE	NE	NE	NE	2,600	3,700	4,300	6,300	4,600	NA
Barium	7440-39-3	75,000	1,300,000	660,000 *	37,000,000	38,000	NE	NE	NE	NE	NE	NE	9,000	30,000	31,000	29,000	42,000	NA
Cadmium	7440-43-9	1,200	4,000	3,000 *	850,000	180	84	140	NE	79	170	80	220	120	140	280	NA
Chromium, Total**	7440-47-3	10,000 (total)	21,000,000	2,900,000 *	750,000,000	13,000	8,400	12,000	NE	7,900	8,500	7,600	11,000	11,000	11,000	16,000	11,000	NA
Cyclotetramethylenetetranitramine	2691-41-0	NA	360,000	3,200	3,200,000	NE	NE	NE	NE	NE	NE	NE	NE	NE	NE	<2,100	<2,200	NA
Cyclotrimethylenetrinitramine	121-82-4	NA	4,200,000	1,800,000	200,000,000	NE	NE	NE	NE	NE	NE	NE	NE	NE	NE	NE	NE	NA
Lead, Total	7439-92-1	21,000	700,000	5,100,000 *	400,000	8,800	5,400	10,000	NE	4,000	4,200	2,900	11,000	8,000	20,000	16,000	NA
Mercury, Total	7439-97-6	1,500	1,500	130	180,000	<50	NE	NE	NE	NE	NE	<50	<50	<50	<50	<50	<50	NA
Selenium	7782-49-2	410	4,000	410	2,800,000	520	NE	NE	NE	NE	NE	220	360	340	330	620	NA
Silver	7440-22-4	1,000	4,500	1,000	2,500,000	<100	NE	NE	NE	NE	NE	<100	<100	<100	<100	<100	<100	NA
Zinc	7440-66-6	47,000	2,400,000	170,000	170,000,000	NE	NE	NE	NE	NE	NE	NE	NE	NE	NE	NE	NE	NA

Notes:
1. Concentrations reported in micrograms per kilogram (µg/kg).
2. Analytical results were compared to December 30, 2013 Promulgated Cleanup Criteria, R 299.46, Table 2: Soil Residential
3. Results greater than reporting limit are shown in BOLD. Results exceeding one or more criteria are shaded, as are the crite
4. VOCs - Volatile Organic Compounds. PAHs - Polynuclear Aromatic Hydrocarbons. PCBs - Polychlorinated Biphenyls. Refer
5. CS - Criterion is specific to individual constituent.
6. <BL - Analytical result was below the laboratory reporting limit.
7. ID - Insufficient data to develop criteria.
8. NA - Not available or not applicable.
9. NE - Not evaluated.
10. NLL - Not likely to leach under most soil conditions.
11. * - GSI Protection was calculated for the indicated metals using the MDEQ spreadsheet for calculating GSI. A default wat
calculate GSI. Results are presented for surface water receiving bodies not protected as a drinking water source.
12. Analyzed - the respective criterion was below the Statewide Default Background Level (SDBL) and therefore the value def
13. ** - Total chromium results compared to trivalent chromium criteria because hexavalent chromium was analyzed and not r
14. Concentrations were also compared to and found to be below the Soil Volatilization to Indoor Air Inhalation, Infinite Source

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TABLE 2
SUMMARY OF ANALYSIS RESULTS - GROUNDWATER
OKEMOS POINTE APARTMENTS
MERIDIAN CHARTER TOWNSHIP, MICHIGAN
SME PROJECT NO. 073340.00.003.001

		Part 201 Residential Generic Cleanup Criteria			CHEMICAL ANALYSIS RESULTS Sample Identification Screened Interval (depth in feet) Date Collected Parcel Identification													
CONSTITUENT	Chemical Abstract Service Number	Drinking Water Criteria	Groundwater Surface Water Interface Criteria	Groundwater Volatilization to Indoor Air Inhalation Criteria	SB1-W	SB2-W	SB4-W	SB17-W	SB17-W Duplicate Groundwater	SB7-W	SB8-W	SB9-W	SB10-W	SB3-W	TRIP BLANK	FIELD BLANK	TRIP BLANK - 2	EQUIPMENT BLANK
					9 - 14	9 - 14	9 - 14	10 - 15	10 - 15	5 - 10	9 - 14	7 - 12	7 - 12	10 - 15	-	-	-	-
					02/10/16	02/11/16	02/10/16	02/10/16	02/10/16	02/11/16	02/11/16	02/11/16	02/10/16	02/11/16	02/10/16	02/10/16	02/11/16	02/11/16
					Portion of 2360 Jolly Road		Portion of 2398 Jolly Road			2360 Jolly Oak Road				2362 Jolly Oak Road	-			
VOCs																		
cis-1,2-Dichloroethylene	156-59-2	70	620	90,000	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	**10**	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Ethylbenzene	100-41-4	74	18	110,000	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	**3.8**	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
n-Propylbenzene	103-65-1	80	ID	ID	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	**1.8**	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Tetrachloroethylene	127-18-4	5	60	25,000	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	**22**	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Toluene	108-88-3	790	270	530,000	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	**1.7**	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Trichloroethylene	79-01-6	5	200	2,200	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	**2.6**	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
1,2,3-Trimethylbenzene	526-73-8	63	17	56,000	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	**9.5**	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
1,2,4-Trimethylbenzene	95-63-6	63	17	56,000	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	**14**	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
1,3,5-Trimethylbenzene	108-67-8	72	45	61,000	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	**4.5**	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
Xylenes	1330-20-7	260	41	190,000	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	**20**	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0	<3.0
Other Analyzed VOCs	CS	CS	CS	CS	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL
PAHs																		
All Analyzed PAHs	CS	CS	CS	CS	<RL	<RL	<RL	<RL	<RL	<RL	NE	<RL	<RL	<RL	NE	<RL	NE	<RL
Metals																		
Arsenic	7440-38-2	10	10	NLV	NE	NE	**14**	<5.0	<5.0	NE	NE	NE	**13**	<5.0	NE	<5.0	NE	<5.0
Arsenic, dissolved	7440-38-2	10	10	NLV	NE	NE	**11**	NE	NE	NE	NE	NE	NE	NE	NE	NE	NE	NE
Barium	7440-39-3	2,000	670	NLV	NE	NE	**210**	**160**	**160**	NE	NE	NE	**490**	**230**	NE	<100	NE	<100
Cadmium	7440-43-9	5	3	NLV	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	NE	<1.0	<1.0	<1.0	NE	<1.0	NE	<1.0
Chromium **	16065-06-1	100	100	NLV	<10	<10	<10	<10	<10	<10	NE	**19**	<10	<10	NE	<10	NE	<10
Copper	7440-50-8	1,000	13	NLV	NE	NE	NE	<4.0	<4.0	NE	NE	NE	NE	NE	NE	<4.0	NE	<4.0
Lead	7439-92-1	4.0	29	NLV	<3.0	<3.0	<3.0	<3.0	<3.0	**12**	NE	**12**	**26**	<3.0	NE	<3.0	NE	<3.0
Mercury, Total	7439-97-6	2.0	0.001	56	NE	NE	<0.20	<0.20	<0.20	NE	NE	NE	<0.20	<0.20	NE	<0.20	NE	<0.20
Selenium	7782-49-2	50	5	NLV	NE	NE	<5.0	<5.0	<5.0	NE	NE	NE	<5.0	<5.0	NE	<5.0	NE	<5.0
Silver	7440-22-4	34	0.2	NLV	NE	NE	<0.20	<0.20	<0.20	NE	NE	NE	<0.20	<0.20	NE	<0.20	NE	<0.20
Zinc	7440-66-6	2,400	170	NLV	NE	NE	NE	<50	<50	NE	NE	NE	NE	NE	NE	<50	NE	<50

Notes:
1. Concentrations reported in micrograms per liter (µg/L).
2. Analytical results were compared to December 30, 2013 Promulgated Cleanup Criteria, R 299.44, Table 1. Groundwater Residential and Nonresidential Part 201 Generic Cleanup Criteria and Screening Levels.
3. Results greater than reporting limit are shown in BOLD. Results exceeding one or more criteria are shaded, as are the criteria.
4. VOCs - Volatile Organic Compounds, . PAHs - Polynuclear Aromatic Hydrocarbons. Refer to the analytical report for the full list of VOC and PAH analytes.
   Refer to the analytical report for the full list of VOC, SVOC, and PCB analytes.
5. CS - Criterion is specific to individual constituent.
6. <RL - Analytical result was below the laboratory reporting limit.
7. NE - Not evaluated.
8. NLV - Not likely to volatilize under most conditions.
9. * GSI Protection was calculated for the indicated metals using the MDEQ spreadsheet for calculating GSI. A default water hardness value of 150 mg/kg as $CaCO_3$ was used to calculate GSI. Results are presented for surface water receiving bodies not protected as a drinking water source.
10. ** Total chromium concentrations were compared to trivalent chromium criteria because concentrations of hexavalent chromium were below the laboratory reporting limits in the analyzed soil samples.
11. Concentrations were also compared to, and found to be below, the Part 201 Flammability and Explosivity screening levels.

SME

TABLE 3
SUMMARY OF ANAYSIS RESULTS - SOIL GAS
OKEMOS POINTE APARTMENTS
MERIDIAN CHARTER TOWNSHIP, MICHIGAN
SME PROJECT NO. 073348.00.003.001

		Residential Land Use		Sample Identification Screened Interval/Depth (feet) Date Collected Parcel							
CONSTITUENT	Chemical Abstract Service Number	Vapor Intrusion Shallow (Sub-Slab) Screening Levels	Vapor Intrusion Deep Soil Gas Screening Levels	SG-5	SG-1	Dup-SG	SG-2	SG-6	SG-3	SG-4	Equipment Blank
				5.0 - 5.5	Sub-Slab	SG-1	Sub-Slab	5.0 -5.5	Sub-Slab	Sub-Slab	-
				2/10/2016	2/10/2016	2/10/2016	2/10/2016	2/10/2016	2/10/2016	2/10/2016	2/10/2016
				Portion of 2398 Jolly Road	2360 Jolly Oak Road				2362 Jolly Oak Road		-
VOCs											
Acetone	67-64-1	82,000	820,000	**79**	**460**	**310**	**270**	<20	**270**	**290**	<20
Benzene	71-43-2	32	320	**3.1**	**7.3**	**2.9**	**16**	**1.2**	**22**	**28**	<0.38
1,3-Butadiene	106-99-0	NA	NA	**35**	<6.8	<6.8	<5.4	<3.8	<6.8	<6.8	<3.8
2-Butanone	78-93-3	56,000	560,000	**19**	**30**	**18**	**19**	<3.8	**20**	**8.3**	<3.8
Carbon Disulfide	75-15-0	7,400	74,000	**6.3**	<6.6	<6.6	<5.3	<3.8	<6.6	<6.6	<3.8
Cyclohexane	110-82-7	58,000	580,000	**8.0**	**6.7**	<6.3	**18**	<3.8	**18**	**21**	<3.8
cis-1,2-Dichloroethene	156-59-2	58	580		<1.3	<1.3	<1.0	<0.75	**1.3**	<1.3	<0.75
Ethylbenzene	100-41-4	640	6,400	**1.4**	**8.0**	**3.2**	**25**	**1.7**	**18**	**28**	<0.75
n-Heptane	142-82-5	28,000	280,000	**3.9**	**16**	<6.4	**60**	<3.8	**47**	**63**	<3.8
n-Hexane	110-54-3	6,600	66,000	**21**	**24**	<6.4	**87**	<3.8	**68**	**87**	<3.8
Isopropanol	67-63-0	NA	NA	<3.8	**7.1**	<6.9	**7.9**	<3.8	<6.9	**19**	<3.8
Tetrachloroethene	127-18-4	170	1,700	**2.7**	**4.6**	**5.0**	**6.9**	<0.38	**3.1**	**1.3**	<0.38
Toluene	108-88-3	44,000	440,000	**9.1**	**22**	**8.5**	**60**	**11**	**77**	**100**	<3.8
Trichloroethene	79-01-6	**12**	120	**2.2**	<0.68	<0.68	**2.1**	<0.39	**68**	**1**	<0.39
1,2,4-Trimethylbenzene	95-63-6	1,500	15,000	<3.8	**69**	**55**	**30**	<3.8	**7.5**	<6.5	<3.8
1,3,5-Trimethylbenzene	108-67-8	1,500	15,000	<3.8	**27**	**22**	**8.1**	<3.8	<6.3	<6.3	<3.8
m&p-Xylene	136777-61-2	NA	NA	**4.4**	**19**	**7.2**	**41**	**6.0**	**53**	**57**	<3.8
o-Xylene	95-47-6	NA	NA	<3.8	**10**	<6.4	**18**	<3.8	**21**	**19**	<3.8
Xylenes	1330-20-7	760	7,600	<7.5	**29**	<8.9	**59**	<7.5	**74**	**75**	<7.5
Other Analyzed VOCs	CS	CS	CS	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL

Notes:
1. Analytical results were compared to screening levels presented in the MDEQ Guidance Document for the Vapor Intrusion Pathway, May 2013, Appendix D.1 "Residential Vapor Intrusion Screening Values".
2. VOCs - Volatile Organic Compounds. Refer to the analytical report for the full list of VOC analytes.
3. NA - Not available or not applicable
4. Concentrations reported in ppbv (parts per billion by volume).
5. CS - Value or criteria varies with constituent.
6. <RL - Result was less than the laboratory reporting limits.
8. * SG-5 and SG-6 data were compared to deep soil gas screening levels. SG-1 through SG-4 were compared to shallow (sub-slab) screening levels.

TABLE 4
SUMMARY OF ANALYSIS RESULTS - SOIL
OKEMOS POINTE APARTMENTS
SME PROJECT NO.: 073348.00.003.006
PAGE 1 OF 5

Analyte (refer to report for full analyte list)	Chemical Abstract Number	Statewide Default Background Levels	Part 201 Generic Cleanup Criteria			Soil Boring ID	SB101	SB101	SB102	SB103	SB103	SB104	SB104	SB105	SB105	SB106	SB106	SB107
			Residential Drinking Water Protection Criteria	Residential Direct Contact Criteria	Groundwater Surface Water Interface Protection Criteria	Depth Interval (Ft.)	0' - 1'	1' - 2'	1.25' - 2.5'	1' - 2'	5' - 6'	1' - 2'	5' - 6'	2' - 3'	5' - 6'	2' - 3'	5' - 6'	2' - 3'
						Date	05/20/16	05/20/16	05/20/16	05/20/16	05/20/16	05/20/16	05/20/16	05/20/16	05/20/16	05/20/16	05/20/16	05/20/16
VOCs																		
All analyzed VOCs	CS	CS	CS	CS	CS		NE	NE	NE	NE	NE	NE	NE	NE	NE	NE	NE	NE
Metals																		
Arsenic	7440382	5,800	*5,800*	7,600	*5,800*		3,900	4,400	3,700	4,700	5,300	2,300	4,400	5,100	4,500	7,200	7,400	1,400
Barium	7440393	75,000	1,300,000	37,000,000	440,000*		23,000	24,000	28,000	12,000	36,000	36,000	39,000	20,000	15,000	13,000	16,000	17,000
Cadmium	7440439	1,200	6,000	550,000	3,600*		110	170	110	59	250	85	150	120	120	<50	75	95
Chromium, Total	16065831	18,000	1,000,000,000	790,000,000	2,900,000,000*		7,500	9,400	8,600	5,700	9,500	7,200	13,000	7,300	11,000	5,100	11,000	5,800
Copper	7440508	32,000	5,800,000	20,000,000	75,000*		7,200	11,000	8,700	4,800	11,000	7,300	14,000	8,900	10,000	5,400	6,700	6,000
Lead	7439921	21,000	700,000	400,000	5,100,000*		4,000	9,400	5,500	2,200	12,000	3,800	6,300	4,700	5,900	2,400	3,100	3,300
Mercury	Varies	130	1,700	160,000	*130*		<50	<50	<50	<50	<50	<50	<50	<50	<50	<50	<50	<50
Selenium	7782492	410	4,000	2,600,000	*410*		210	320	<200	<200	370	230	320	380	260	<200	<200	<200
Silver	7440224	1,000	4,500	2,500,000	*1,000*		<100	<100	<100	<100	<100	<100	<100	<100	<100	<100	<100	<100
Zinc	7440666	47,000	2,400,000	170,000,000	170,000*		20,000	28,000	22,000	12,000	45,000	16,000	39,000	23,000	34,000	12,000	17,000	20,000

Notes:

1. Concentrations reported in micrograms per kilogram (ug/kg).
2. Analytical results were compared to December 30, 2013 Promulgated Cleanup Criteria, R 299.46, Table 2. Soil: Residential Part 201 Generic Cleanup Criteria and Screening Levels.
3. Concentrations were also compared to and found to be below Soil Volitalization to Indoor Air Inhalation Criteria, Finite VSIC for 5 Meter Source Thickness, Finite VSIC for 2 Meter Source Thickness, Soil Saturation Concentration Screening Levels, and Particulate Soil Inhalation Criteria.
4. Results are presented for surface water receiving bodies not protected as drinking water source.
5. *Italicized* = the respective criterion was less than the Statewide Default Background Level (SDBL) and therefore the value defaulted to the SDBL value.
6. Bold = Results greater than reporting limits (RLs).
7. Shaded = Results exceeding one or more criteria.
8. * = GSI Protection was calculated for the indicated metals using the MDEQ spreadsheet for calculating GSI. A default water hardness value of 150 mg/kg as $CaCO_3$ was used to calculate GSI.
9. NE = Not evaluated.
10. CS = Criterion is specific to indivisual constituent.
11. <RL = Analytical results was below the laboratory reporting limit.

TABLE 4
SUMMARY OF ANALYSIS RESULTS - SOIL
OKEMOS POINTE APARTMENTS
SME PROJECT NO.: 073348.00.003.006
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Analyte (refer to report for full analyte list)	Chemical Abstract Number	Statewide Default Background Levels	Part 201 Generic Cleanup Criteria			Soil Boring ID	SB107 Duplicate #2	SB107	SB108	SB108	SB109	SB109 Duplicate #1	SB109	SB110	SB110	SB111	SB112	SB113
			Residential Drinking Water Protection Criteria	Residential Direct Contact Criteria	Groundwater Surface Water Interface Protection Criteria	Depth Interval (ft.)	2' - 3'	6.75' - 7.75'	2' - 4'	6' - 7'	2'- 3'	2' - 3'	7.75' - 8'	2.5' - 3.5'	5.5' - 6.5'	2.5' - 3.5'	1' - 2'	4' - 5'
						Date	05/20/16	05/20/16	05/20/16	05/20/16	05/20/16	05/20/16	05/20/16	05/20/16	05/20/16	05/20/16	05/23/16	05/23/16
VOCs																		
All analyzed VOCs	CS	CS	CS	CS	CS		NE	NE	NE	NE	NE	NE	NE	NE	NE	NE	NE	NE
Metals																		
Arsenic	7440382	5,800	**5,800**	7,600	**5,800**		**2,300**	**2,800**	**4,300**	**2,300**	**3,700**	**5,000**	**6,200**	**4,700**	**2,300**	**4,700**	**5,200**	**3,700**
Barium	7440393	75,000	1,300,000	37,000,000	440,000*		**21,000**	**20,000**	**21,000**	**12,000**	**16,000**	**17,000**	**95,000**	**24,000**	**9,200**	**22,000**	**60,000**	**21,000**
Cadmium	7440439	1,200	6,000	550,000	3,600*		**95**	**140**	**110**	**56**	**94**	**87**	**820**	**69**	**51**	**82**	**450**	**130**
Chromium, Total	16065831	18,000	1,000,000,000	790,000,000	2,900,000,000*		**8,100**	**5,400**	**8,200**	**5,600**	**7,100**	**6,700**	**19,000**	**9,300**	**3,900**	**10,000**	**12,000**	**11,000**
Copper	7440508	32,000	5,800,000	20,000,000	75,000*		**7,600**	**7,200**	**9,400**	**6,400**	**8,000**	**7,100**	**26,000**	**8,600**	**4,600**	**7,600**	**17,000**	**9,400**
Lead	7439921	21,000	700,000	400,000	5,100,000*		**3,800**	**4,000**	**4,100**	**3,200**	**3,900**	**3,800**	**40,000**	**3,600**	**2,400**	**3,900**	**12,000**	**4,400**
Mercury	Varies	130	1,700	160,000	130		<50	<50	<50	<50	<50	<50	**61**	<50	<50	<50	<50	<50
Selenium	7782492	410	4,800	2,600,000	**410**		**229**	<200	**210**	<200	<200	<200	**780**	<200	<200	<200	**690**	**250**
Silver	7440224	1,000	4,500	2,500,000	1,000		<100	<100	<100	<100	<100	<100	<100	<100	<100	<100	<100	<100
Zinc	7440666	47,000	2,400,000	170,000,000	170,000*		**20,000**	**19,000**	**25,000**	**15,000**	**21,000**	**24,000**	**78,000**	**20,000**	**11,000**	**19,000**	**57,000**	**31,000**

Notes:

1. Concentrations reported in micrograms per kilogram (ug/kg).
2. Analytical results were compared to December 30, 2013 Promulgated Cleanup Criteria, R 299.46, Table 2. Soil: Residential Part 201 Generic Cleanup Criteria and Screening Levels.
3. Concentrations were also compared to and found to be below Soil Volitalization to Indoor Air Inhalation Criteria, Finite VSIC for 5 Meter Source Thickness, Finite VSIC for 2 Meter Source Thickness, Soil Saturation Concentration Screening Levels, and Particulate Soil Inhalation Criteria.
4. Results are presented for surface water receiving bodies not protected as drinking water source.
5. *Italicized* = the respective criterion was less than the Statewide Default Background Level (SDBL) and therefore the value defaulted to the SDBL value.
6. Bold = Results greater than reporting limits (RLs).
7. Shaded = Results exceeding one or more criteria.
8. * = GSI Protection was calculated for the indicated metals using the MDEQ spreadsheet for calculating GSI. A default water hardness value of 150 mg/kg as CaCO3 was used to calculate GSI.
9. NE = Not evaluated.
10. CS = Criterion is specific to indivisual constituent.
11. <RL = Analytical results was below the laboratory reporting limit.

TABLE 4
SUMMARY OF ANALYSIS RESULTS - SOIL
OKEMOS POINTE APARTMENTS
SME PROJECT NO.: 073348.00.003.006
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Analyte (refer to report for full analyte list)	Chemical Abstract Number	Statewide Default Background Levels	Part 201 Generic Cleanup Criteria			Soil Boring ID	SB113	SB114	SB114	SB115	SB116	SB117	SB117	SB118	SB118	SB119	SB120	SB121
			Residential Drinking Water Protection Criteria	Residential Direct Contact Criteria	Groundwater Surface Water Interface Protection Criteria	Depth Interval (ft.)	9' - 9.5'	1' - 2'	5.5' - 6.5'	3' - 4'	2.5' - 3.5'	1' - 1.5'	5.75' - 6.75'	2.25' - 3.25'	4.25' - 5.25'	1.5' - 2.5'	1.75' - 2.75'	1' - 1.75'
						Date	05/23/16	05/23/16	05/23/16	05/19/16	05/19/16	05/19/16	05/19/16	05/19/16	05/19/16	05/19/16	05/19/16	05/23/16
VOCs																		
All analyzed VOCs	CS	CS	CS	CS	CS		NE	NE	NE	NE	NE	NE	NE	NE	NE	NE	NE	NE
Metals																		
Arsenic	7440382	5,800	**5,800**	**7,600**	**5,800**		**15,000**	5,400	4,300	2,900	5,600	4,300	5,800	5,100	5,100	2,900	**6,200**	5,000
Barium	7440393	75,000	1,300,000	37,000,000	440,000*		**12,000**	**16,000**	**31,000**	**23,000**	**31,000**	**38,000**	**29,000**	**9,000**	**14,000**	**36,000**	**28,000**	**74,000**
Cadmium	7440439	1,200	6,000	550,000	3,600*		**86**	**150**	**170**	**220**	**120**	**160**	**170**	**53**	<50	**110**	**160**	**650**
Chromium, Total	16065831	18,000	1,000,000,000	790,000,000	2,900,000,000*		**7,600**	**6,200**	**13,000**	**9,300**	**9,200**	**11,000**	**11,000**	**5,500**	**6,600**	**9,900**	**8,100**	**12,000**
Copper	7440508	32,000	5,800,000	20,000,000	75,000*		**7,000**	**7,600**	**12,000**	**9,200**	**9,800**	**8,600**	**12,000**	**4,000**	**5,800**	**5,500**	**10,000**	**25,000**
Lead	7439921	21,000	700,000	400,000	5,100,000*		**4,100**	**7,400**	**9,400**	**10,000**	**4,600**	**11,000**	**7,300**	**2,100**	**2,700**	**4,800**	**9,000**	**12,000**
Mercury	Varies	130	1,700	160,000	130		<50	<50	<50	<50	<50	<50	<50	<50	<50	<50	<50	**58**
Selenium	7782492	410	4,000	2,600,000	***410***		**610**	220	**270**	<200	**200**	**230**	**330**	<200	<200	<200	<200	**1,100**
Silver	7440224	1,000	4,500	2,500,000	*1,000*		<100	<100	<100	<100	<100	<100	<100	<100	<100	<100	<100	<100
Zinc	7440666	47,000	2,400,000	170,000,000	170,000*		**14,000**	**32,000**	**34,000**	**26,000**	**29,000**	**33,000**	**26,000**	**10,000**	**13,000**	**22,000**	**30,000**	**60,000**

Notes:

1. Concentrations reported in micrograms per kilogram (ug/kg).
2. Analytical results were compared to December 30, 2013 Promulgated Cleanup Criteria, R 299.46, Table 2. Soil: Residential Part 201 Generic Cleanup Criteria and Screening Levels.
3. Concentrations were also compared to and found to be below Soil Volitalization to Indoor Air Inhalation Criteria, Finite VSIC for 5 Meter Source Thickness, Finite VSIC for 2 Meter Source Thickness, Soil Saturation Concentration Screening Levels, and Particulate Soil Inhalation Criteria.
4. Results are presented for surface water receiving bodies not protected as drinking water source.
5. *Italicized* = the respective criterion was less than the Statewide Default Background Level (SDBL) and therefore the value defaulted to the SDBL value.
6. Bold = Results greater than reporting limits (RLs).
7. Shaded = Results exceeding one or more criteria.
8. * = GSI Protection was calculated for the indicated metals using the MDEQ spreadsheet for calculating GSI. A default water hardness value of 150 mg/kg as $CaCO_3$ was used to calculate GSI.
9. NE = Not evaluated.
10. CS = Criterion is specific to individual constituent.
11. <RL = Analytical results was below the laboratory reporting limit.

TABLE 4
SUMMARY OF ANALYSIS RESULTS - SOIL
OKEMOS POINTE APARTMENTS
SME PROJECT NO.: 073348.00.003.006
PAGE 4 OF 5

Analyte (refer to report for full analyte list)	Chemical Abstract Number	Statewide Default Background Levels	Part 201 Generic Cleanup Criteria			Soil Boring ID	SB121	SB122	SB122	SB123	SB124	SB125	SB126	SB201	SB201	SB202	SB202	SB203
			Residential Drinking Water Protection Criteria	Residential Direct Contact Criteria	Groundwater Surface Water Interface Protection Criteria	Depth Interval (Ft.)	6' - 7'	3' - 4'	6' - 7'	1.5' - 2'	3' - 4'	1' - 2'	3.75' - 4.25'	6' - 6.5'	7' - 7.5'	2.5' - 3'	3.5' -4'	5' - 5.5'
						Date	05/23/16	05/19/16	05/19/16	05/19/16	05/19/16	05/19/16	05/19/16	07/06/16	07/06/16	07/06/16	07/06/16	07/06/16
VOCs																		
All analyzed VOCs	CS	CS	CS	CS	CS		NE	NE	NE	NE	NE	NE	NE	<RL	<RL	<RL	<RL	<RL
Metals																		
Arsenic	7440382	5,800	**5,800**	7,600	**5,800**		**4,900**	**6,900**	**5,500**	**3,500**	**5,100**	**2,000**	**5,300**	NE	NE	NE	NE	NE
Barium	7440393	75,000	1,300,000	37,000,000	440,000*		**29,000**	**16,000**	**40,000**	**26,000**	**26,000**	**43,000**	**19,000**	NE	NE	NE	NE	NE
Cadmium	7440439	1,200	6,000	550,000	3,600*		**120**	**55**	**180**	**180**	**82**	**190**	**170**	NE	NE	NE	NE	NE
Chromium, Total	16065831	18,000	1,000,000,000	790,000,000	2,900,000,000*		**9,300**	**5,800**	**11,000**	**8,300**	**9,500**	**10,000**	**9,700**	NE	NE	NE	NE	NE
Copper	7440508	32,000	5,800,000	20,000,000	75,000*		**9,500**	**4,500**	**7,300**	**9,200**	**6,900**	**9,300**	**18,000**	NE	NE	NE	NE	NE
Lead	7439921	21,000	700,000	400,000	5,100,000*		**4,500**	**2,500**	**6,900**	**5,100**	**6,500**	**5,400**	**6,700**	NE	NE	NE	NE	NE
Mercury	Varies	130	1,700	160,000	*130*		<50	<50	<50	<50	<50	<50	<50	NE	NE	NE	NE	NE
Selenium	7782492	410	4,000	2,600,000	*410*		<200	<200	**250**	**290**	<200	<200	**380**	NE	NE	NE	NE	NE
Silver	7440224	1,000	4,500	2,500,000	*1,000*		<100	<100	<100	<100	<100	<100	<100	NE	NE	NE	NE	NE
Zinc	7440666	47,000	2,400,000	170,000,000	170,000*		**26,000**	**13,000**	**29,000**	**24,000**	**21,000**	**29,000**	**22,000**	NE	NE	NE	NE	NE

Notes:

1. Concentrations reported in micrograms per kilogram (ug/kg).
2. Analytical results were compared to December 30, 2013 Promulgated Cleanup Criteria, R 299.46, Table 2. Soil: Residential Part 201 Generic Cleanup Criteria and Screening Levels.
3. Concentrations were also compared to and found to be below Soil Volitalization to Indoor Air Inhalation Criteria, Finite VSIC for 5 Meter Source Thickness, Finite VSIC for 2 Meter Source Thickness, Soil Saturation Concentration Screening Levels, and Particulate Soil Inhalation Criteria.
4. Results are presented for surface water receiving bodies not protected as drinking water source.
5. *Italicized* = the respective criterion was less than the Statewide Default Background Level (SDBL) and therefore the value defaulted to the SDBL value.
6. Bold = Results greater than reporting limits (RLs).
7. Shaded = Results exceeding one or more criteria.
8. * = GSI Protection was calculated for the indicated metals using the MDEQ spreadsheet for calculating GSI. A default water hardness value of 150 mg/kg as CaCO3 was used to calculate GSI.
9. NE = Not evaluated.
10. CS = Criterion is specific to indivisual constituent.
11. <RL = Analytical results was below the laboratory reporting limit.

TABLE 4
SUMMARY OF ANALYSIS RESULTS - SOIL
OKEMOS POINTE APARTMENTS
SME PROJECT NO.: 073348.00.003.006
PAGE 5 OF 5

Analyte (refer to report for full analyte list)	Chemical Abstract Number	Statewide Default Background Levels	Part 201 Generic Cleanup Criteria			Soil Boring ID	SB203	SB203 Duplicate Soil	SB204	SB204
			Residential Drinking Water Protection Criteria	Residential Direct Contact Criteria	Groundwater Surface Water Interface Protection	Depth Interval (ft.)	9.5' -10'	5' - 5.5'	1' -1.5'	3' - 3.5'
						Date	07/06/16	07/06/16	07/06/16	07/06/16
VOCs										
All analyzed VOCs	CS	CS	CS	CS	CS		<RL	<RL	<RL	<RL
Metals										
Arsenic	7440382	5,800	5,800	7,600	5,800		NE	NE	NE	NE
Barium	7440393	75,000	1,300,000	37,000,000	440,000*		NE	NE	NE	NE
Cadmium	7440439	1,200	6,000	550,000	3,600*		NE	NE	NE	NE
Chromium, Total	16065831	18,000	1,000,000,000	790,000,000	2,900,000,000*		NE	NE	NE	NE
Copper	7440508	32,000	5,800,000	20,000,000	75,000*		NE	NE	NE	NE
Lead	7439921	21,000	700,000	400,000	5,100,000*		NE	NE	NE	NE
Mercury	Varies	130	1,700	160,000	130		NE	NE	NE	NE
Selenium	7782492	410	4,000	2,600,000	410		NE	NE	NE	NE
Silver	7440224	1,000	4,500	2,500,000	1,000		NE	NE	NE	NE
Zinc	7440666	47,000	2,400,000	170,000,000	170,000*		NE	NE	NE	NE

Notes:

1. Concentrations reported in micrograms per kilogram (ug/kg).
2. Analytical results were compared to December 30, 2013 Promulgated Cleanup Criteria, R 299.46, Table 2. Soil: Residential Part 201 Generic Cleanup Criteria and Screening Levels.
3. Concentrations were also compared to and found to be below Soil Volitalization to Indoor Air Inhalation Criteria, Finite VSIC for 5 Meter Source Thickness, Finite VSIC for 2 Meter Source Thickness, Soil Saturation Concentration Screening Levels, and Particulate Soil Inhalation Criteria.
4. Results are presented for surface water receiving bodies not protected as drinking water source.
5. *Italicized* = *the respective criterion was less than the Statewide Default Background Level (SDBL) and therefore the value defaulted to the SDBL value.*
6. Bold = Results greater than reporting limits (RLs).
7. Shaded = Results exceeding one or more criteria.
8. * = GSI Protection was calculated for the indicated metals using the MDEQ spreadsheet for calculating GSI. A default water hardness value of 150 mg/kg as $CaCO_3$ was used to calculate GSI.
9. NE = Not evaluated.
10. CS = Criterion is specific to indivisual constituent.
11. <RL = Analytical results was below the laboratory reporting limit.

SME

TABLE 5
SUMMARY OF ANALYSIS RESULTS - GROUNDWATER
OKEMOS POINTE APARTMENTS
MERIDIAN CHARTER TOWNSHIP, MICHIGAN
SME PROJECT NO.: 073348.00.003.006
PAGE 1 OF 1

Analyte (refer to report for full analyte list)	Chemical Abstract Number	Drinking Water Criteria	Groundwater Surface Water Interface Criteria	Sample Identification	SG804-GW	SG805-GW	SG805-GW Duplicate 1
				Screened Interval	10' - 15'	6.5' - 11.5'	6.5' - 11.5'
				Date	05/19/16	05/19/16	05/19/16
VOCs							
Methyl-tert-butyl ether (MTBE)	1634-04-4	40	7,100		**5.4**	<5.0	<5.0
Other analyzed VOCs	CS	CS	CS		<RL	<RL	<RL

Notes:

1. Concentrations reported in micrograms per liter (ug/L).
2. Analytical results were compared to Part 201 Generic Residential Cleanup Criteria and Screening Levels dated December 30, 2013.
3. Screen depths are presented as approximate feet below grade.
4. Results greater than reporting limits (RLs) are shown in BOLD. Results exceeding one or more screening level are shaded, as are the screening level.
5. VOCs = volatile organic compounds. Refer to the analytical report for the full list of VOC analytes.
6. CS = Criterion is specific to indivisual constituent.
7. <RL = Analytical result was below laboratory reporting limit(s).

SME

TABLE 6
SUMMARY OF ANALYSIS RESULTS - SUB-SLAB SOIL GAS
OKEMOS POINTE APARTMENTS
SME PROJECT NO.: 073348.00.003.006

Analyte (refer to report for full analyte list)	Chemical Abstract Number	Residential Vapor Intrusion Shallow Soil Gas Screening Levels	Vapor Pin ID	SG301	SG301 Duplicate 1	SG302	SG303	SG304
			Sample Depth	Sub-slab	Sub-slab	Sub-slab	Sub-slab	Sub-slab
			Date	05/23/16	05/23/16	05/23/16	05/23/16	05/23/16
TO-15 VOCs								
Acetone	67-64-1	82,000		**230**	**2,000**	**210**	**310**	**210**
Benzene	71-43-2	32		**9.0**	**8.3**	**9.2**	**26**	**11.0**
2-Butanone	78-93-3	56,000		**26**	**25**	**15**	**41**	**18**
Cyclohexane	110-82-7	58,000		<12	**13**	**12**	**21**	**13**
Ethylbenzene	100-41-4	640		<12	<12	<12	**21**	<12
n-Heptane	142-82-5	28,000		**17**	**16**	**18**	**52**	**18**
n-Hexane	110-54-3	6,600		**22**	**20**	**25**	**53**	**23**
Isopropanol	67-63-0	NC		<12	**13**	<12	**20**	<12
Tetrachloroethene	127-18-4	170		<6.0	<6.0	<6.0	**18**	<6.0
Toluene	108-88-3	44,000		45	**40**	**56**	**190**	**78**
Trichloroethene	79-01-6	**12**		**12**	**11**	**13**	**8.1**	**6.1**
m&p-Xylene	179601-23-1	NC		**17**	**17**	**17**	**64**	**25**
o-Xylene	95-47-6	NC		<12	<12	<12	**19**	<12
Xylenes	1330-20-7	760		<24	<24	<24	**83**	**32**
Various VOCs	CS	CS		<RL	<RL	<RL	<RL	<RL

Notes:
1. Concentrations reported in parts per billion by volume (ppbv).
2. Analytical results were compared to May 2013 Guidance Document for the Vapor Intrusion Pathway, Screening Levels for Residential Land Use.
3. Results greater than reporting limits (RLs) are shown in BOLD. Results exceeding one or more screening level are shaded, as are the screening level.
4. VOCs = volatile organic compounds. Refer to the analytical report for the full list of VOC analytes.
5. CS = Screening level is specific to individual constituent; <RL = Analytical result was less than laboratory reporting limit; NC = No screening level.

SME

TABLE 7
SUMMARY OF ANALYSIS RESULTS - DEEP SOIL GAS
OKEMOS POINTE APARTMENTS
SME PROJECT NO.: 073348.00.003.006
PAGE 1 OF 1

Analyte (refer to report for full analyte list)	Chemical Abstract Number	Residential Vapor Intrusion Deep Soil Gas Screening Levels	Soil Gas Well ID	SG305	SG306	SG307	SG308	SG801	SG802	SG803	SG804	SG805
			Depth Interval (ft.)	5' - 5.5'	5' - 5.5'	5' - 5.5'	5' - 5.5'	5' - 5.5'	5' - 5.5'	4.5' - 5'	5' - 5.5'	5' - 5.5'
			Date	05/23/16	05/23/16	05/23/16	05/23/16	05/23/16	05/23/16	05/23/16	05/23/16	05/23/16
TO-15 VOCs												
Acetone	67-64-1	820,000		<24	<24	**88**	**83**	<140	**36**	**120**	**200**	**32**
Benzene	71-43-2	320		**7.1**	**33**	**23**	<6.0	**9.1**	**18**	<6.0	<6.0	**6.3**
2-Butanone	78-93-3	560,000		<12	<12	**20**	**20**	<41	<12	<16	**34**	<12
Carbon Disulfide	75-15-0	74,000		<12	**30**	**36**	**30**	<140	<26	<54	<26	<16
Cyclohexane	110-82-7	580,000		<12	<12	<12	<12	<40	**54**	**430**	**230**	**13**
cis-1,2-Dichloroethene	156-59-2	580		<6.0	<6.0	<6.0	<6.0	<6.0	**42**	<6.0	<6.0	<6.0
Ethylbenzene	100-41-4	6,400		**12**	**20**	**15**	<12	**180**	<12	<16	<12	<12
n-Heptane	142-82-5	280,000		<12	**25**	**20**	<12	**41**	<12	**600**	**90**	<12
n-Hexane	110-54-3	66,000		<12	**16**	<12	<12	**<14**	**38**	**640**	**150**	**18**
Tetrachloroethene	127-18-4	1,700		**17**	**19**	**64**	<6.0	<6.0	<6.0	<6.0	<6.0	<6.0
Toluene	108-88-3	440,000		**40**	**140**	**67**	<6.0	**36**	**22**	<6.0	<6.0	<6.0
Trichloroethene	79-01-6	120		<0.30	<0.30	**1.4**	<0.30	<1.3	**0.60**	<0.52	<0.30	<0.30
1,2,4-Trimethylbenzene	95-63-6	15,000		**8.1**	<6.0	**9.6**	<6.0	**1,100**	**23**	**12**	**46**	**77**
1,3,5-Trimethylbenzene	108-67-8	15,000		<6.0	<6.0	<6.0	<6.0	**350**	**18**	<6.0	**21**	**36**
Vinyl Chloride	75-01-4	210		<6.0	<6.0	<6.0	<6.0	<6.0	**12**	<6.0	<6.0	<6.0
m&p-Xylene	179601-23-1	NC		**47**	**56**	**42**	<12	**990**	**24**	<31	<15	<12
o-Xylene	95-47-6	NC		<12	**13**	<12	<12	**370**	<12	<16	<12	<12
Xylenes	1330-20-7	7,600		**56**	**68**	**52**	<24	**1,400**	<24	<47	<24	<24
Various VOCs	CS	CS		<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL

Notes:
1. Concentrations reported in parts per billion by volume (ppbv).
2. Analytical results were compared to May 2013 Guidance Document for the Vapor Intrusion Pathway, Screening Levels for Residential Land Use.
3. Results greater than reporting limits (RLs) are shown in BOLD. Results exceeding one or more screening level are shaded, as are the screening level.
4. VOCs = volatile organic compounds. Refer to the analytical report for the full list of VOC analytes.
5. CS = Screening level is specific to individual constituent; <RL = Analytical result was less than laboratory reporting limit; NC = No screening level.

Exhibit C

Table 4 - Tax Increment Financing Estimates

ELEVATION AT OKEMOS POINTE - MERIDIAN CHARTER TOWNSHIP
BROWNFIELD PLAN
Table 4a1 - Base Year/ Initial Taxable Value (ITV) Information

Notes	Property Identification		Base Year/ Initial Taxable Value (ITV) of All Eligible Property in the Brownfield Plan by Property Classification									Notes
	Address	Tax Parcel Number	Land (entire parcel)	% of Existing Parcel (Land Area) to be Included in Brownfield Plan	Notes	Land	Land Improvements	Building	Real Property Subtotal	Personal Property (Estimated Value)	TOTAL	BASE YEAR = 2016
	2360 Jolly Road (portion)	Portion of 33-02-02-33-376-010	$ 244,334	33.98%	Splits off the rear western portion of property (where 1 building is currently located), measuring 181.5' x 217.01' = 39,387.32 sf; divide by (2.661 acres x 43,560 sf in an acre) 115,913.16 sf = 33.98%.	$ 83,025	$ 1,889	$ 46,574	$ 131,487	$ -	$ 131,487	Based on Actual Taxable Value for 2016 (as of 12/31/2015). On the existing parcel, 2 buildings currently exist, but the existing parcel will be split and only 1 building will be on the portion of the parcel included in the BP, as follows: 1. Garage/ Storage building of 3,000 sf will be included in BP and Base Year Value but is proposed for demolition by the end of 2016; 2. Store/ Warehouse of 16,900 sf is on the portion of the parcel to be excluded from BP and Base Year Value.
	2398 Jolly Road	33-02-02-33-353-015	$ 422,665	100%	100% assumes shopping center fronting onto Jolly Road is included; if excluded, approximately 70% +/- (per Appraisal, Page 55 of 161, dated 10-9-2015).	$ 422,665	$ 1,547	$ 132,026	$ 556,238	$ -	$ 556,238	Based on Actual Taxable Value for 2016 (as of 12/31/2015)
	2350 Jolly Oak Road (portion)	Portion of 33-02-02-33-329-002	$ 215,903	50%	50% - per Appraisal, Page 55 of 161, dated 10-9-2015	$ 107,952	$ -	$ -	$ 107,952	$ -	$ 107,952	Based on Actual Taxable Value for 2016 (as of 12/31/2015)
	2360 Jolly Oak Road	33-02-02-33-376-011	$ 111,280	100%	-	$ 111,280	$ 324	$ 24,822	$ 136,426	$ -	$ 136,426	Based on Actual Taxable Value for 2016 (as of 12/31/2015)
	2362 Jolly Oak Road	33-02-02-33-376-012	$ 84,701	100%	-	$ 84,701	$ -	$ 191,525	$ 276,226	$ -	$ 276,226	Based on Actual Taxable Value for 2016 (as of 12/31/2015)
	Jolly Oak Road (portion)	Portion of 33-02-02-33-329-100	$ -	-	*No $ value assessed so not necessary to assign %:* Common Element for Okemos Pointe Office Park Condominium: Includes road (Parrins Parkway) & 2 wetland area; Parkway/road not included in BP, but the 2 wetland areas are included per the Site Plan.	-	$ -	$ -	$ -	$ -	$ -	Based on Actual Taxable Value for 2016 (as of 12/31/2015)
		Totals	**$ 1,078,883**	-	-	**$ 809,622**	**$ 3,760**	**$ 394,946**	**$ 1,208,329**	**$ -**	**$ 1,208,329**	-

Last Revised: 7/27/2016

ELEVATION AT OKEMOS POINTE - MERIDIAN CHARTER TOWNSHIP
BROWNFIELD PLAN

Table 4a2 - Taxes Paid to All Taxing Jurisdictions on the Base Year Taxable Value/ Initial Taxable Value (ITV)

Notes	AD VALOREM TAXING AUTHORITIES/ TAXING JURISDICTIONS (TJs)	Millage Rate Paid on Real Property	Millage Rate Paid on Commercial Personal Property	Year	2016
				BP Year Number	0
-	***MERIDIAN CHARTER TOWNSHIP***	-	-	-	-
-	Operating	4.2002	4.2002		$ 5,075
-	Parks/Recreation (2004)	0.3170	0.3170		$ 383
-	Pathways	0.2774	0.2774		$ 335
-	CATA Redi Ride	0.2000	0.2000		$ 242
-	Fire Protection	0.6405	0.6405		$ 774
-	Police Protection	0.6080	0.6080		$ 735
-	Land Preservation	0.3300	0.3300		$ 399
-	Community Services	0.1500	0.1500		$ 181
-	Local Roads	0.2500	0.2500		$ 302
-	Parks/Recreation (2014)	0.6667	0.6667		$ 806
-	Debt	0.2000	0.2000		$ 242
-	*Subtotal of Local Government Unit (LGU) Millages and Tax Capture: Annual*	*7.8398*	*7.8398*		*$ 9,473*
-	***INGHAM COUNTY***	-	-	-	-
-	County Operating	6.3512	6.3512		$ 7,674
-	Indigent Veterans Relief Fund	0.0330	0.0330		$ 40
-	Potter Park Zoo	0.4100	0.4100		$ 495
-	Public Transportation	0.1200	0.1200		$ 145
-	Special Transportation	0.4800	0.4800		$ 580
-	911 System	0.8431	0.8431		$ 1,019
-	Juvenile Justice	0.6000	0.6000		$ 725
-	Farmland Preservation	0.1400	0.1400		$ 169
-	Health Services	0.3500	0.3500		$ 423
-	Parks/Trails	0.5000	0.5000		$ 604
-	**Capital Region Airport Authority - CRAA**	0.6990	0.6990		$ 845
-	**Capital Area Transportation Authority - CATA**	3.0070	3.0070		$ 3,633
-	***LIBRARY***	-	-	-	-
-	Capital Area District Library - CADL	1.5600	1.5600		$ 1,885
-	***INTERMEDIATE SCHOOL DISTRICTS (ISD)***	-	-	-	-
-	RESA Operating	0.1894	0.1894		$ 229
-	RESA Special Education	4.5062	4.5062		$ 5,445
-	RESA Vocational Education	1.2925	1.2925		$ 1,562
-	***COMMUNITY COLLEGE***	-	-	-	-
-	Lansing Community College - LCC	3.8072	3.8072		$ 4,600
-	***LOCAL SCHOOL MILLAGES: excludes State School millages***	-	-	-	-
-	School Debt	7.0000	7.0000		$ 8,458
-	School Building and Site ("Sinking Fund" millage available for tax capture)	0.9904	0.9904		$ 1,197
-	*Subtotal of Non-LGU Local Millages and Tax Capture: Annual*	*32.8790*	*32.8790*		*$ 39,729*
-	**Total Local Tax Capture: Annual**	**40.7188**	**40.7188**		**$ 49,202**
-	***Total Local Tax Capture: Cumulative***				***$ 49,202***
-	***STATE SCHOOL MILLAGES: excludes Local School millages***	-	-	-	-
-	State Education Tax - SET	6.0000	6.0000		$ 7,250
-	Local School Operating - LSO (18 mills for Real Property; only 6 mills for Personal Property)	18.0000	6.0000		$ 21,750
-	**Total State & Local School Tax Capture: Annual**	**24.0000**	**12.0000**		**$ 29,000**
-	***Total State & Local School Tax Capture: Cumulative***				***$ 29,000***
-	**TOTAL LOCAL TAX AND STATE & LOCAL SCHOOL TAX CAPTURE: ANNUAL**	**64.7188**	**52.7188**		**$ 78,202**

ELEVATION AT OKEMOS POINTE - MERIDIAN CHARTER TOWNSHIP
BROWNFIELD PLAN
Table 4b - Estimated Future Taxable Value (FTV) Information

Estimated Percentage (%) Change In Future Taxable Values (TV) of Building(s) & Land Improvements shown below

Estimated Percentage (%) Change In Future Taxable Values (TV) of Raw Land shown below

Future Taxable Value (FTV) of Building(s) & Land Improvements Upon Completion	Estimated FTV	FTV Assumptions	Assumes $ Invested In:	% Completed prior to 12/31/15	% Completed by 12/31/16	% Completed by 12/31/17	% Completed by 12/31/18	% Completed by 12/31/19	% Completed by 12/31/20
Phase I: Apartment Housing and New Retail on 1st Floor of Building M10	$ 7,432,500	Based on "Revenue" Model	2016 & 2017	0%	0%	100%	100%	100%	100%
Phase II & III: Apartment Housing & Rehabilitated "Market" Building	$ 10,256,500	Based on "Revenue" Model	Completed by end of 2020	0%	0%	0%	0%	0%	100%
Existing Commercial Building and Land Improvements at 2398 Jolly Road	$ 133,573	"Capped/ Taxable Value" of Existing Building & Land Improvements	Completed prior to 2016	100%	100%	100%	100%	100%	100%
Subtotal	***$ 17,822,573***								

Subtotal Future Taxable Value (FTV) of Building(s), Land Improvements, and if applicable, any Pre-Existing Personal Property

Future Taxable Value (FTV) of Raw Land	Estimated FTV	Notes
Tax Parcel Number	-	-
Portion of 33-02-02-33-376-010	$ 88,025	Uses Base Year for FTV. Assumes annual increase noted above for Raw Land, if any.
33-02-02-33-353-015	$ 422,665	"
Portion of 33-02-02-33-329-002	$ 107,952	"
33-02-02-33-376-011	$ 111,280	"
33-02-02-33-376-012	$ 84,701	"
Portion of 33-02-02-33-329-100	$ -	No Assessed/ Taxable Value
Subtotal Future Taxable Value (FTV) of Raw Land	***$ 809,622***	

Total Future Taxable Value (FTV) of Building(s) and Land Improvements, Raw Land & Personal Property (Pre-Existing & New)

Total Captured Taxable Value [= to Total FTV of Building(s) and Land Improvements, Raw Land & if applicable, Personal Property (Pre-Existing & New) minus Base Year/ ITV]

Notes:

1 All Future Taxable/Assessed Values (FTV) are estimates only; the actual Taxable/Assessed Values may be higher or lower than estimated, and must be determined upon project completion by the governing body's Assessing personnel. Taxable/Assessed Values per square foot and/or per room/unit for both new construction and renovations may vary widely depending on the quality, quantity, type of improvements, and the property's location. Additionally, for any renovations (if applicable), the Taxable/Assessed value depends on whether improvements are assessed as "new improvements" or just "replacement/repair," as determined by Assessing personnel. Until improvements are completed and assessed, it is only possible to estimate the Future Taxable/Assessed Value based on various assumptions.

2 The Brownfield Plan will also capture all Personal Property taxes allowed for tax capture. The estimates of Future Taxable Value and Tax Increment Revenues exclude any estimate of the value of Personal Property because the actual values of Personal Property and any associated property taxes generated are difficult to estimate due to the following: (a) uncertainty regarding the amount, value and type of Personal Property to be included in the project; (b) different depreciation rates applying to the various categories of Personal Property, such as Furniture and Fixtures, Office and Electronic Equipment, Machinery and Equipment, Computer Equipment, etc; and (c) Personal Property being exempt from taxes if its True Cash Value (after depreciation) is less than $80,000 and the proper forms are submitted to the local unit of government (pursuant to Michigan Public Act 153 of 2013, as amended). No Personal Property is included in the Plan's Base Year/Initial Taxable Value.

Year	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
BP Year Number	0	0	1	2	3	4	5	6	7	8	9	10	11
	0.00%	1.50%	0.00%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%
	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
	-	-	-	-	-	-	-	-	-	-	-	-	-
	$ -	$ -	$ 7,432,500	7,543,988	7,657,147	7,772,005	7,888,585	8,006,913	8,127,017	8,248,922	8,372,656	8,498,246	8,625,720
	$ -	$ -	$ -	$ -	$ -	$ 10,256,500	10,410,348	10,566,503	10,725,000	10,885,875	11,049,163	11,214,901	11,383,124
	$ -	$ 135,577	137,610	139,674	141,769	143,896	146,054	148,245	150,469	152,726	155,017	157,342	159,702
	-	*$ 135,577*	*$ 7,570,110*	*$ 7,683,662*	*$ 7,798,917*	*$ 18,172,400*	*$ 18,444,986*	*$ 18,721,661*	*$ 19,002,486*	*$ 19,287,524*	*$ 19,576,836*	*$ 19,870,489*	*$ 20,168,546*
	-	*$ 135,577*	*$ 7,570,110*	*$ 7,683,662*	*$ 7,798,917*	*$ 18,172,400*	*$ 18,444,986*	*$ 18,721,661*	*$ 19,002,486*	*$ 19,287,524*	*$ 19,576,836*	*$ 19,870,489*	*$ 20,168,546*
	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	$ 83,025	$ 83,025	$ 83,025	$ 83,025	$ 83,025	$ 83,025	$ 83,025	$ 83,025	$ 83,025	$ 83,025	$ 83,025
	-	-	$ 422,665	$ 422,665	$ 422,665	$ 422,665	$ 422,665	$ 422,665	$ 422,665	$ 422,665	$ 422,665	$ 422,665	$ 422,665
	-	-	$ 107,952	$ 107,952	$ 107,952	$ 107,952	$ 107,952	$ 107,952	$ 107,952	$ 107,952	$ 107,952	$ 107,952	$ 107,952
	-	-	$ 111,280	$ 111,280	$ 111,280	$ 111,280	$ 111,280	$ 111,280	$ 111,280	$ 111,280	$ 111,280	$ 111,280	$ 111,280
	-	-	$ 84,701	$ 84,701	$ 84,701	$ 84,701	$ 84,701	$ 84,701	$ 84,701	$ 84,701	$ 84,701	$ 84,701	$ 84,701
	-	-	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	$ -	*$ -*	*$ 809,622*	*$ 809,622*	*$ 809,622*	*$ 809,622*	*$ 809,622*	*$ 809,622*	*$ 809,622*	*$ 809,622*	*$ 809,622*	*$ 809,622*	*$ 809,622*
	$ -	$ 135,577	$ 8,379,733	$ 8,493,284	$ 8,608,539	$ 18,982,023	$ 19,254,609	$ 19,531,284	$ 19,812,109	$ 20,097,146	$ 20,386,459	$ 20,680,111	$ 20,978,169
	$ -	**$ -**	**$7,171,404**	**$7,284,955**	**$7,400,210**	**$17,773,694**	**$18,046,280**	**$18,322,955**	**$18,603,780**	**$18,888,817**	**$19,178,130**	**$19,471,782**	**$19,769,840**

ELEVATION AT OKEMOS POINTE - MERIDIAN CHARTER TOWNSHIP
BROWNFIELD PLAN
Table 4c - Tax Impact on Taxing Jurisdictions

Notes	AD VALOREM TAXING AUTHORITIES/ TAXING JURISDICTIONS (TJs)	Millage Summary: Millages Paid on Real Property without any Tax Exemptions			% of Millages Captured		Millage Rate Paid on Commercial Personal Property	Percent (%) of Millage Rate Captured
		Annual	Not Allowed for Capture	Allowed for Capture (Net)	% of Local/ Regional Millages Captured (all except State School Millages)	% of All Millages Captured	BP Years: *All Years*	BP Years: *All Years*
-	***MERIDIAN CHARTER TOWNSHIP***	-	-	-	**22.79%**	**22.79%**	-	-
-	Operating	4.2002	0.0000	4.2002	12.53%	12.53%	4.2002	75.00%
-	Parks/Recreation (2004)	0.3170	0.0000	0.3170	0.95%	0.95%	0.3170	75.00%
-	Pathways	0.2774	0.0000	0.2774	0.83%	0.83%	0.2774	75.00%
-	CATA Redi Ride	0.2000	0.0000	0.2000	0.60%	0.60%	0.2000	75.00%
-	Fire Protection	0.6405	0.0000	0.6405	1.91%	1.91%	0.6405	75.00%
-	Police Protection	0.6080	0.0000	0.6080	1.81%	1.81%	0.6080	75.00%
-	Land Preservation	0.3300	0.0000	0.3300	0.98%	0.98%	0.3300	75.00%
-	Community Services	0.1500	0.0000	0.1500	0.45%	0.45%	0.1500	75.00%
-	Local Roads	0.2500	0.0000	0.2500	0.75%	0.75%	0.2500	75.00%
-	Parks/Recreation (2014)	0.6667	0.0000	0.6667	1.99%	1.99%	0.6667	75.00%
-	Debt	0.2000	0.2000	0.0000	0.00%	0.00%	0.2000	0.00%
-	*Subtotal of Local Government Unit (LGU) Millages and Tax Capture: Annual*	*7.8398*	***0.2000***	***7.6398***	***22.79%***	***22.79%***	*7.8398*	
-	*Local Government Unit (LGU) Tax Capture: Cumulative*							
-	***INGHAM COUNTY***	-	-	-	-	-	-	-
-	County Operating	6.3512	0.0000	6.3512	18.95%	18.95%	6.3512	75.00%
-	Indigent Veterans Relief Fund	0.0330	0.0000	0.0330	0.10%	0.10%	0.0330	75.00%
-	Potter Park Zoo	0.4100	0.0000	0.4100	1.22%	1.22%	0.4100	75.00%
-	Public Transportation	0.1200	0.0000	0.1200	0.36%	0.36%	0.1200	75.00%
-	Special Transportation	0.4800	0.0000	0.4800	1.43%	1.43%	0.4800	75.00%
-	911 System	0.8431	0.0000	0.8431	2.52%	2.52%	0.8431	75.00%
-	Juvenile Justice	0.6000	0.0000	0.6000	1.79%	1.79%	0.6000	75.00%
-	Farmland Preservation	0.1400	0.0000	0.1400	0.42%	0.42%	0.1400	75.00%
-	Health Services	0.3500	0.0000	0.3500	1.04%	1.04%	0.3500	75.00%
-	Parks/Trails	0.5000	0.0000	0.5000	1.49%	1.49%	0.5000	75.00%
-	Capital Region Airport Authority - CRAA	0.6990	0.0000	0.6990	2.09%	2.09%	0.6990	75.00%
-	Capital Area Transportation Authority - CATA	3.0070	0.0000	3.0070	8.97%	8.97%	3.0070	75.00%
-	***LIBRARY***	-	-	-	-	-	-	-
-	Capital Area District Library - CADL	1.5600	0.0000	1.5600	4.65%	4.65%	1.5600	75.00%
-	***INTERMEDIATE SCHOOL DISTRICTS (ISD)***	-	-	-	-	-	-	-
-	RESA Operating	0.1894	0.0000	0.1894	0.57%	0.57%	0.1894	75.00%
-	RESA Special Education	4.5062	0.0000	4.5062	13.44%	13.44%	4.5062	75.00%
-	RESA Vocational Education	1.2925	0.0000	1.2925	3.86%	3.86%	1.2925	75.00%
-	***COMMUNITY COLLEGE***	-	-	-	-	-	-	-
-	Lansing Community College - LCC	3.8072	0.0000	3.8072	11.36%	11.36%	3.8072	75.00%
-	***LOCAL SCHOOL MILLAGES: excludes State School millages***	-	-	-	-	-	-	-
-	School Debt	7.0000	7.0000	0.0000	0.00%	0.00%	7.0000	0.00%
-	School Building and Site ("Sinking Fund" millage available for tax capture)	0.9919	0.0000	0.9919	2.96%	2.96%	0.9919	75.00%
-	*Subtotal of Non-LGU Local Millages and Tax Capture: Annual*	*32.8805*	***7.0000***	***25.8805***	***77.21%***	***77.21%***	*32.8805*	
-	*Non-LGU Local Tax Capture: Cumulative*							
-	Total Local Tax Capture: Annual	40.7203	7.2000	33.5203	100.00%	100.00%	40.7203	
-	***Total Local Tax Capture: Cumulative***							
-	***STATE SCHOOL MILLAGES: excludes Local School millages***	-	-	-	-	-	-	-
-	State Education Tax - SET	6.0000	6.0000	0.0000	0.00%	0.00%	6.0000	0.00%
-	Local School Operating - LSO (18 mills for Real Property; only 6 mills for Personal Property)	18.0000	18.0000	0.0000	0.00%	0.00%	6.0000	0.00%
-	Total State & Local School Tax Capture: Annual	24.0000	24.0000	0.0000	0.00%	0.00%	12.0000	
-	***Total State & Local School Tax Capture: Cumulative***							
-	TOTAL LOCAL TAX AND STATE & LOCAL SCHOOL TAX CAPTURE: ANNUAL	64.7203	31.2000	33.5203	-	100.00%	52.7203	
-	***TOTAL LOCAL TAX AND STATE & LOCAL SCHOOL TAX CAPTURE: CUMULATIVE***							

Notes:

1 Unless otherwise noted, the most current available millage rates are utilized and are assumed to be in effect for the duration of the Plan. Actual rates are subject to change and may be higher or lower, and may include the elimination of existing millages and/or the addition of new millages.

Year	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	
BP Year Number	0	0	1	2	3	4	5	6	7	8	9	10	11	
														Total Tax Capture
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	$ 0	$ 0	$ 22,591	$ 22,949	$ 23,312	$ 55,990	$ 56,848	$ 57,720	$ 58,605	$ 59,503	$ 60,414	$ 61,339	$ 62,278	$ 541,548
	$ 0	$ 0	$ 1,705	$ 1,732	$ 1,759	$ 4,226	$ 4,291	$ 4,356	$ 4,423	$ 4,491	$ 4,560	$ 4,629	$ 4,700	$ 40,872
	$ 0	$ 0	$ 1,492	$ 1,516	$ 1,540	$ 3,698	$ 3,755	$ 3,812	$ 3,871	$ 3,930	$ 3,990	$ 4,051	$ 4,113	$ 35,766
	$ 0	$ 0	$ 1,076	$ 1,093	$ 1,110	$ 2,666	$ 2,707	$ 2,748	$ 2,791	$ 2,833	$ 2,877	$ 2,921	$ 2,965	$ 25,787
	$ 0	$ 0	$ 3,445	$ 3,500	$ 3,555	$ 8,538	$ 8,669	$ 8,802	$ 8,937	$ 9,074	$ 9,213	$ 9,354	$ 9,497	$ 82,582
	$ 0	$ 0	$ 3,270	$ 3,322	$ 3,374	$ 8,105	$ 8,229	$ 8,355	$ 8,483	$ 8,613	$ 8,745	$ 8,879	$ 9,015	$ 78,392
	$ 0	$ 0	$ 1,775	$ 1,803	$ 1,832	$ 4,399	$ 4,466	$ 4,535	$ 4,604	$ 4,675	$ 4,747	$ 4,819	$ 4,893	$ 42,548
	$ 0	$ 0	$ 807	$ 820	$ 833	$ 2,000	$ 2,030	$ 2,061	$ 2,093	$ 2,125	$ 2,158	$ 2,191	$ 2,224	$ 19,340
	$ 0	$ 0	$ 1,345	$ 1,366	$ 1,388	$ 3,333	$ 3,384	$ 3,436	$ 3,488	$ 3,542	$ 3,596	$ 3,651	$ 3,707	$ 32,233
	$ 0	$ 0	$ 3,586	$ 3,643	$ 3,700	$ 8,887	$ 9,024	$ 9,162	$ 9,302	$ 9,445	$ 9,590	$ 9,736	$ 9,885	$ 85,960
	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
	$ 0	*$ 0*	*$ 41,091*	*$ 41,742*	*$ 42,402*	*$ 101,841*	*$ 103,402*	*$ 104,988*	*$ 106,597*	*$ 108,230*	*$ 109,888*	*$ 111,570*	*$ 113,278*	$ 985,029
	$ 0	*$ 0*	*$ 41,091*	*$ 82,833*	*$ 125,235*	*$ 227,075*	*$ 330,478*	*$ 435,466*	*$ 542,063*	*$ 650,293*	*$ 760,180*	*$ 871,751*	*$ 985,029*	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	$ 0	$ 0	$ 34,160	$ 34,701	$ 35,250	$ 84,663	$ 85,962	$ 87,280	$ 88,617	$ 89,975	$ 91,353	$ 92,752	$ 94,172	$ 818,885
	$ 0	$ 0	$ 177	$ 180	$ 183	$ 440	$ 447	$ 453	$ 460	$ 467	$ 475	$ 482	$ 489	$ 4,255
	$ 0	$ 0	$ 2,205	$ 2,240	$ 2,276	$ 5,465	$ 5,549	$ 5,634	$ 5,721	$ 5,808	$ 5,897	$ 5,988	$ 6,079	$ 52,863
	$ 0	$ 0	$ 645	$ 656	$ 666	$ 1,600	$ 1,624	$ 1,649	$ 1,674	$ 1,700	$ 1,726	$ 1,752	$ 1,779	$ 15,472
	$ 0	$ 0	$ 2,582	$ 2,623	$ 2,664	$ 6,399	$ 6,497	$ 6,596	$ 6,697	$ 6,800	$ 6,904	$ 7,010	$ 7,117	$ 61,888
	$ 0	$ 0	$ 4,535	$ 4,606	$ 4,679	$ 11,239	$ 11,411	$ 11,586	$ 11,764	$ 11,944	$ 12,127	$ 12,312	$ 12,501	$ 108,704
	$ 0	$ 0	$ 3,227	$ 3,278	$ 3,330	$ 7,998	$ 8,121	$ 8,245	$ 8,372	$ 8,500	$ 8,630	$ 8,762	$ 8,896	$ 77,360
	$ 0	$ 0	$ 753	$ 765	$ 777	$ 1,866	$ 1,895	$ 1,924	$ 1,953	$ 1,983	$ 2,014	$ 2,045	$ 2,076	$ 18,051
	$ 0	$ 0	$ 1,882	$ 1,912	$ 1,943	$ 4,666	$ 4,737	$ 4,810	$ 4,883	$ 4,958	$ 5,034	$ 5,111	$ 5,190	$ 45,127
	$ 0	$ 0	$ 2,689	$ 2,732	$ 2,775	$ 6,665	$ 6,767	$ 6,871	$ 6,976	$ 7,083	$ 7,192	$ 7,302	$ 7,414	$ 64,467
	$ 0	$ 0	$ 3,760	$ 3,819	$ 3,880	$ 9,318	$ 9,461	$ 9,606	$ 9,753	$ 9,902	$ 10,054	$ 10,208	$ 10,364	$ 90,125
	$ 0	$ 0	$ 16,173	$ 16,429	$ 16,689	$ 40,084	$ 40,699	$ 41,323	$ 41,956	$ 42,599	$ 43,251	$ 43,914	$ 44,586	$ 387,704
-	-	-	-	-	-	-	-	-	-	-	-	-	-	$ 0
	$ 0	$ 0	$ 8,391	$ 8,523	$ 8,658	$ 20,795	$ 21,114	$ 21,438	$ 21,766	$ 22,100	$ 22,438	$ 22,782	$ 23,131	$ 201,137
-	-	-	-	-	-	-	-	-	-	-	-	-	-	$ 0
	$ 0	$ 0	$ 1,019	$ 1,035	$ 1,051	$ 2,525	$ 2,563	$ 2,603	$ 2,643	$ 2,683	$ 2,724	$ 2,766	$ 2,808	$ 24,420
	$ 0	$ 0	$ 24,237	$ 24,621	$ 25,010	$ 60,069	$ 60,990	$ 61,925	$ 62,874	$ 63,838	$ 64,815	$ 65,808	$ 66,815	$ 581,002
	$ 0	$ 0	$ 6,952	$ 7,062	$ 7,174	$ 17,229	$ 17,494	$ 17,762	$ 18,034	$ 18,310	$ 18,591	$ 18,875	$ 19,164	$ 166,647
-	-	-	-	-	-	-	-	-	-	-	-	-	-	$ 0
	$ 0	$ 0	$ 20,477	$ 20,801	$ 21,131	$ 50,751	$ 51,529	$ 52,319	$ 53,121	$ 53,935	$ 54,761	$ 55,600	$ 56,451	$ 490,877
-	-	-	-	-	-	-	-	-	-	-	-	-	-	$ 0
	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
	$ 0	$ 0	$ 5,335	$ 5,419	$ 5,505	$ 13,222	$ 13,425	$ 13,631	$ 13,840	$ 14,052	$ 14,267	$ 14,486	$ 14,707	$ 127,890
	$ 0	*$ 0*	*$ 139,200*	*$ 141,404*	*$ 143,641*	*$ 344,994*	*$ 350,285*	*$ 355,655*	*$ 361,106*	*$ 366,639*	*$ 372,255*	*$ 377,955*	*$ 383,740*	$ 3,336,873
	$ 0	*$ 0*	*$ 139,200*	*$ 280,603*	*$ 424,244*	*$ 769,238*	*$ 1,119,523*	*$ 1,475,179*	*$ 1,836,285*	*$ 2,202,924*	*$ 2,575,179*	*$ 2,953,133*	*$ 3,336,873*	-
	$ 0	$ 0	$ 180,291	$ 183,145	$ 186,043	$ 446,835	$ 453,688	$ 460,643	$ 467,703	$ 474,869	$ 482,143	$ 489,525	$ 497,018	$ 4,321,903
	$ 0	*$ 0*	*$ 180,291*	*$ 363,436*	*$ 549,479*	*$ 996,314*	*$ 1,450,001*	*$ 1,910,644*	*$ 2,378,348*	*$ 2,853,217*	*$ 3,335,359*	*$ 3,824,884*	*$ 4,321,903*	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
	$ 0	*$ 0*	*$ 0*	*$ 0*	*$ 0*	*$ 0*	*$ 0*	*$ 0*	*$ 0*	*$ 0*	*$ 0*	*$ 0*	*$ 0*	-
	$ 0	$ 0	$ 180,291	$ 183,145	$ 186,043	$ 446,835	$ 453,688	$ 460,643	$ 467,703	$ 474,869	$ 482,143	$ 489,525	$ 497,018	$ 4,321,903
	$ 0	*$ 0*	*$ 180,291*	*$ 363,436*	*$ 549,479*	*$ 996,314*	*$ 1,450,001*	*$ 1,910,644*	*$ 2,378,348*	*$ 2,853,217*	*$ 3,335,359*	*$ 3,824,884*	*$ 4,321,903*	-

ELEVATION AT OKEMOS POINTE - MERIDIAN CHARTER TOWNSHIP
BROWNFIELD PLAN
Table 4d - Reimbursement of Eligible Activities & Disbursements

Notes	DISBURSEMENTS TO BROWNFIELD REDEVELOPMENT AUTHORITY & MBRF		Totals
-	**State of Michigan Brownfield Redevelopment Fund (MBRF): Funded from the capture of the State Education Tax (SET) millages (if applicable)** - Estimated State Education Tax (SET) Captured		$ 0
-	**Reimbursement of Local Brownfield Redevelopment Authority Administrative & Operating Expenses**	0.00% of Local Tax Capture during Brownfield Plan.	$ 0
-		0.00% of Local Tax Capture thereafter.	
-	**Local Brownfield Redevelopment Authority Site Remediation Revolving Fund (LSRRF)**	0.00% of Local Tax Capture during Brownfield Plan.	$ 86,344
-	Note: The LSRRF will capture an amount equal to 2.5% of the Eligible Activity amount reimbursed to the Developer, excluding interest and Administrative Activities (e.g., Brownfield & Work Plan Preparation).	0.00% of Local Tax Capture thereafter.	2.5% of Developer EA Amount = $86,344
-		LSRRF is allowed to capture up to: $ -	
-	**Annual Remaining Revenue Available for Reimbursement**		
-	**Cumulative Remaining Revenue Available for Reimbursement**		

Notes	REIMBURSEMENT OF ELIGIBLE ACTIVITIES		
-	**Environmental Activities: Michigan Department of Environmental Quality (MDEQ)**		
-	Local Tax Increment Reimbursement		$ 2,440,317
-	State & Local School Tax Increment Reimbursement (LSO & SET)		$ 0
-	**TOTAL MDEQ REIMBURSEMENT (Eligible Costs)**		$ 2,440,317
-	**Non-Environmental Activities: Brownfield Redevelopment Authority (BRA) & Michigan Strategic Fund (MSF)**		
-	Local Tax Increment Reimbursement		$ 1,364,442
-	State & Local School Tax Increment Reimbursement (LSO & SET)		$ 0
-	**TOTAL BRA & MSF REIMBURSEMENT (Eligible Costs)**		$ 1,364,442
-	**TOTAL ANNUAL REIMBURSEMENT: BRA, MDEQ & MSF (Eligible Costs)**		$ 3,804,759
-	**TOTAL CUMULATIVE REIMBURSEMENT: BRA, MDEQ & MSF (Eligible Costs)**		
-	***Remaining Unreimbursed Balance***		
-	***Surplus Revenue from Local Tax Increment (returned to Taxing Jurisdictions on a pro rata basis) =***		

Notes:

1 Unless amended by the local unit of government, the Plan is anticipated to remain in effect until all approved activities in this Plan are reimbursed.

2 The Eligible Activities projected in this Plan may switch categories if site or environmental conditions change. If conditions change, an Eligible Activity may fall under a different category (such as an Environmental or Non-Environmental Eligible Activity) so long as the Plan does not involve the capture of State School Tax Increment Revenue (i.e., an Act 381 Work Plan). Local Only Tax Capture Plans can adjust between Environmental and Non-Environmental Activity categories.

3 For the Eligible Activities identified in the Plan, the costs of any Activities may be adjusted after the date the Plan is approved by the Brownfield Redevelopment Authority or Governing Body, so long as the costs do not exceed the combined total of all Eligible Activity costs (combined Environmental and Non-Environmental costs) plus, if allowed, a pro-rata contingency amount (but excluding the interest amount), to the extent that the adjustments do not violate the terms of any approved documents, such as a Development Reimbursement Agreement, or Public Act 381 of 1996, as amended.

Year	2016	2017	2018	2019	2020	2021	2022	2023	2024
BP Year Number	0	0	1	2	3	4	5	6	7
	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Annual:	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Cumulative:	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
Annual:	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Cumulative:	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
	$ 0	$ 0	$ 180,291	$ 183,145	$ 186,043	$ 446,835	$ 453,688	$ 460,643	$ 467,703
	$ 0	$ 0	$ 180,291	$ 363,436	$ 549,479	$ 996,314	$ 1,450,001	$ 1,910,644	$ 2,378,348
	$ 0	$ 0	$ 180,291	$ 183,145	$ 186,043	$ 446,835	$ 453,688	$ 460,643	$ 467,703
	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
	$ 0	$ 0	$ 180,291	$ 183,145	$ 186,043	$ 446,835	$ 453,688	$ 460,643	$ 467,703
	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
	$ 0	$ 0	$ 180,291	$ 183,145	$ 186,043	$ 446,835	$ 453,688	$ 460,643	$ 467,703
	$ 0	$ 0	$ 180,291	$ 363,436	$ 549,479	$ 996,314	$ 1,450,001	$ 1,910,644	$ 2,378,348
	$ 3,804,759	*$ 3,804,759*	*$ 3,624,468*	*$ 3,441,323*	*$ 3,255,280*	*$ 2,808,445*	*$ 2,354,757*	*$ 1,894,114*	*$ 1,426,411*
	$ 0	*$ 0*	*$ 0*	*$ 0*	*$ 0*	*$ 0*	*$ 0*	*$ 0*	*$ 0*

Capture Period Ends for Developer Reimbursement & LSRRF

2025	2026	2027	2028	Totals
8	9	10	11	-
$ -	$ -	$ -	$ -	$ 0
$ -	$ -	$ -	$ -	$ 0
$ 0	$ 0	$ 0	$ 0	-
$ -	$ -	$ 20,126	$ 66,218	$ 86,344
$ 0	$ 0	$ 20,126	$ 86,344	-
$ 474,869	$ 482,143	$ 469,399	$ 430,800	-
$ 2,853,217	$ 3,335,359	$ 3,804,758	$ 4,235,559	-
$ 61,969	$ 0	$ 0	$ 0	$ 2,440,317
$ 0	$ 0	$ 0	$ 0	$ 0
$ 61,969	$ 0	$ 0	$ 0	$ 2,440,317
$ 412,900	$ 482,143	$ 469,399	$ 0	$ 1,364,442
$ 0	$ 0	$ 0	$ 0	$ 0
$ 412,900	$ 482,143	$ 469,399	$ 0	$ 1,364,442
$ 474,869	$ 482,143	$ 469,399	$ 0	$ 3,804,759
$ 2,853,217	$ 3,335,359	$ 3,804,758	$ 3,804,759	-
$ 951,542	*$ 469,399*	*$ 0*	*$ 0*	-
$ 0	*$ 0*	*$ 0*	*$ 430,800*	-

Capture Period Ends for Developer Reimbursement & LSRRF.

Section XX. Tax Valuation and Payment of Tax Increment Revenue Shortfall. Owner and ICBRA have entered into this Agreement in reliance on certain assumptions about the increase in tax value of the Property that will be created by the Development, as contained in the Brownfield Plan, attached as Exhibit XX. Owner agrees that if there is a tax appeal of the valuation of all or any part of the Property below the assessed value identified in the Brownfield Plan during the duration of Brownfield Plan Tax Capture for reimbursement of Eligible Activities and LSRRF deposits, whether by Owner, a future tenant or any other future owner, and if by reason of such appeal the ICBRA is required to reimburse a taxpayer for any funds which have been paid to Owner, Owner shall be responsible for repaying ICBRA the amount reimbursed to the taxpayer as a result of any reduction in the assessed value of all or part of the Property. The Owner's obligation to repay the ICBRA under this Section does not constitute a waiver of Owner's right to be reimbursed again from the Tax Capture for all Eligible Activities to the extent that sufficient funds are available to pay Owner subsequent to such repayment. This obligation and all rights and privileges contained herein may be assigned by written agreement between Owner and any future tenant or owner of the Property. A copy of such assignment shall be provided to the ICBRA.

Agenda Item 13a

TO: Board of Commissioners, County Services, & Finance Committees

FROM: Deb Fett, CIO

DATE: 11/21/2016

SUBJECT: Renew CourtView Support Services

Ingham County currently uses CourtView software in our various criminal justice areas including our Courts and Prosecuting Attorneys' office. There is an annual maintenance agreement in place to maintain the application, receive support, and receive needed software updates that expires on December 31st, 2016. This support has been purchased every year since Ingham County has owned the application. Last year's total maintenance cost was $149,232.00, this year's cost proposed by CourtView is $150,575.00, a 1% increase.

ALTERNATIVES

There is no reasonable alternative.

FINANCIAL IMPACT

The funding for the $150,575.00 total will come from the County's Innovation and Technology Department's LOFT Fund #636-25820-932050.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the contract renewal for CourtView Justice Solutions' support of the CourtView software in the amount of $150,575.00.

CUSTOMER INVOICE

CourtVIEW
JUSTICE SOLUTIONS

Invoice No #MAINGHAMMI10
Invoice Date: 11/15/2016
Terms: Net 30
Project: INGHAMMIMA2017
Customer Number: INGHAMMI

Bill To	**From**
DEB FRET INGHAM COUNTY VETERANS MEMORIAL COURTHOUSE 313 W. KALAMAZOO LANSING, MI 48933 USA	COURTVIEW JUSTICE SOLUTIONS INC 4825 HIGBEE AVENUE NW SUITE 101 CANTON, OH 44718

INGHAMMIMA2017: Support Services Billing from January 1, 2017 through December 31, 2017
County Court System

All software updates and upgrades are delivered electronically.

Description/Notes	**Total**
CourtView, Dashboard, ECMS Adapter and Docket Add Request Software Support and Maintenance (175 CV Licenses)	US$150,575.00
Total	**US$150,575.00**

Federal Tax ID No. 46-0521050

By Check:
CourtView Justice Solutions, Inc.
P.O. Box 202522
Dallas, TX 75320-2522

By Wire:
Wells Fargo
ABA/Routing # 122105278
Swift Address: WFBIUS6S
Account # 5076434330

If you have any questions regarding this invoice,
please contact Connie Morrison @ 330.470.0772
or connie.morrison@courtview.com

Agenda Item 13a

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE CONTRACT FOR RENEWING COURTVIEW SUPPORT SERVICES

WHEREAS, Ingham County currently utilizes CourtView Software as our criminal justice application; and

WHEREAS, annual maintenance is required to maintain the system and had been purchased every year since Ingham County purchased the software; and

WHEREAS, the payment totaling $150,575.00 for annual support is due for the support from January 1st, 2017-December 31st, 2017; and

WHEREAS, the annual contract amount proposed by Courtview is a 1% from the prior year; and

WHEREAS, this annual payment has been planned for and budgeted and will provide the needed application support and upgrades needed to maintain our current applications.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the contract renewal for support from CourtView in the amount not to exceed $150,575.00.

BE IT FURTHER RESOLVED, the total cost will be paid from the Innovation and Technology's LOFT Fund (636-25820-932050).

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

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

Agenda Item 13b

TO: Board of Commissioners, County Services, & Finance Committees

FROM: Deb Fett, CIO

DATE: 11/21/2016

SUBJECT: Renewal of the Microsoft Enterprise Agreement through CDWG

BACKGROUND

Ingham County changed over to a Microsoft Enterprise Agreement (EA) in 2014 in order to better manage our licensing costs, ensure that we are legally compliant, and be able to use the most current software available. (Resolution 14-025) The EA benefits include extras like online training, employee home use, and support incidents at no additional cost. Microsoft does this to ensure that we get the most out of our partnership. This current agreement expires on January 31st, 2017.

After careful auditing and review of our Microsoft licensing position, it has been determined that we will need to increase several of our license counts in order to remain legal moving forward. This requirement has kept our annual costs at $370,000.00 for the renewal period of 3 years instead of decreasing. Those increases include Windows operating system (PCs), Microsoft Office and SQL server (databases).

ALTERNATIVES

Many other larger counties in Michigan have already switched over to Office 365 (O365) in order to provide greater services to their staff and lessen a portion of the administrative support needed for the backend server processes. This is a direction that would be beneficial to the County in the long run, but the cost increase would be at least $35,000.00 annually with potential increases for additional users coming at any time. In this time of fiscal austerity, it is difficult to justify the increased ongoing expense.

Another cost saving option would be to no longer do an Enterprise Agreement for our user applications, only keeping our servers covered. This could save us a small amount initially but would increase our ongoing costs for every additional computer and user. It would also subject us to an extremely large cost to upgrade to a newer version in the future as every computer would have a charge. Estimating at today's cost, this could be close to $1,000,000.00 to upgrade every computer in Ingham County thus more than negating any savings and requiring a single large payment.

FINANCIAL IMPACT

The funding for the not to exceed $370,000.00 annual cost will come from the County's Network Software Fund #636-25810-932033. CDWG has been awarded the State of Michigan's MCT contract and therefore has quoted this renewal under the State of Michigan MiDeal contract to provide the County with the highest discount possible.

OTHER CONSIDERATIONS

Ingham County is heavily reliant on Microsoft servers and applications for our daily work. It is critical that we keep these systems up to date and operating effectively.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution for Microsoft Renewal through CDWG in the amount not to exceed $370,000.00 per year for the next 3 years.

QUOTE CONFIRMATION

DEAR DEB FETT,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. Click here to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
HNDL238	11/21/2016	EA 11/21	6091672	$365,605.53

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
MS EA CORE CAL SA PLAT UCAL SLG Mfg. Part#: W06-01072-SLG Electronic distribution - NO MEDIA Contract: Michigan Master Computing-MiDEAL (071B6600110)	1400	2084661	$44.90	$62,860.00
MS EA CORE CAL LIC/SA PLAT UCAL SLG Mfg. Part#: W06-01066-SLG Electronic distribution - NO MEDIA Contract: Michigan Master Computing-MiDEAL (071B6600110)	256	2078574	$81.62	$20,894.72
MS EA OFFICE PRO PLUS SA PLAT SLG Mfg. Part#: 269-12442-SLG Electronic distribution - NO MEDIA Contract: Michigan Master Computing-MiDEAL (071B6600110)	1100	2084642	$91.08	$100,188.00
MS EA OFFICE PRO PLUS LIC/SA PLAT SL Mfg. Part#: 269-12445-SLG Electronic distribution - NO MEDIA Contract: Michigan Master Computing-MiDEAL (071B6600110)	191	2078557	$156.67	$29,923.97
MS EA WIN ENT SA PLTFRM Mfg. Part#: KV3-00353-SLG Electronic distribution - NO MEDIA Contract: Michigan Master Computing-MiDEAL (071B6600110)	1100	3813261	$40.20	$44,220.00
MS EA WIN ENT UPG/SA PLTFRM Mfg. Part#: KV3-00356-SLG Electronic distribution - NO MEDIA Contract: Michigan Master Computing-MiDEAL (071B6600110)	191	3871004	$51.35	$9,807.85
MS EA MSDN PLAT SA Mfg. Part#: 3VU-00044-SLG Electronic distribution - NO MEDIA Contract: Michigan Master Computing-MiDEAL (071B6600110)	1	3768057	$810.21	$810.21
MS EA VSTUDIO PRO W/MSDN SA SLG Mfg. Part#: 77D-00111-SLG Electronic distribution - NO MEDIA Contract: Michigan Master Computing-MiDEAL (071B6600110)	4	2103756	$315.55	$1,262.20
MS EA WIN SVR DCCORE SA MVL Mfg. Part#: 9EA-00278-SLG	120	4354663	$131.78	$15,813.60

QUOTE DETAILS (CONT.)				
Electronic distribution - NO MEDIA Contract: Michigan Master Computing-MiDEAL (071B6600110)				
MS EA SQL SRV ENT CORE SA Mfg. Part#: 7JQ-00343-SLG Electronic distribution - NO MEDIA Contract: Michigan Master Computing-MiDEAL (071B6600110)	4	2747931	$2,353.45	$9,413.80
MS EA SQL SRV ENT CORE LIC/SA Mfg. Part#: 7JQ-00341-SLG Electronic distribution - NO MEDIA Contract: Michigan Master Computing-MiDEAL (071B6600110)	12	2690211	$5,491.35	$65,896.20
MS EA CIIS DC 2 CORE SA Mfg. Part#: 9GS-00135-SLG Electronic distribution - NO MEDIA Contract: Michigan Master Computing-MiDEAL (071B6600110)	8	4378888	$174.01	$1,392.08
MS EA SHAREPOINT SVR SA SLG Mfg. Part#: H04-00268-SLG Electronic distribution - NO MEDIA Contract: Michigan Master Computing-MiDEAL (071B6600110)	1	2026956	$1,139.98	$1,139.98
MS EA EXCHSVRENT SA SLG Mfg. Part#: 395-02504-SLG Electronic distribution - NO MEDIA Contract: Michigan Master Computing-MiDEAL (071B6600110)	2	2026944	$679.44	$1,358.88
MS EA LYNC SRV SA Mfg. Part#: 5HU-00216-SLG Electronic distribution - NO MEDIA Contract: Michigan Master Computing-MiDEAL (071B6600110)	1	2895762	$624.04	$624.04

PURCHASER BILLING INFO		
Billing Address: VICKY L WATSON INGHAM COUNTY 121 E MAPLE ST HILLLIARD BLDG 3RD FL MASON, MI 48854-1655 **Phone:** (517) 244-8027 **Payment Terms:** MasterCard/Visa Govt	**SUBTOTAL**	$365,605.53
	SHIPPING	$0.00
	GRAND TOTAL	**$365,605.53**
DELIVER TO	**Please remit payments to:**	
Shipping Address: INGHAM COUNTY 121 E MAPLE ST HILLLIARD BLDG 3RD FL MASON, MI 48854-1655 **Shipping Method:** ELECTRONIC DISTRIBUTION	CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

Need Assistance? CDW•G SALES CONTACT INFORMATION

Sean Bergquist | (877) 325-3701 | seanber@cdwg.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at
http://www.cdwg.com/content/terms-conditions/product-sales.aspx
For more information, contact a CDW account manager

© 2016 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239

Agenda Item 13b

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE RENEWAL OF THE MICROSOFT ENTERPRISE AGREEMENT THROUGH CDWG

WHEREAS, Ingham County currently utilizes Microsoft products for our workstation, server, email, and office productivity applications; and

WHEREAS, ITD has audited and researched Ingham County licensing to ensure that the County is legally compliant while having the lowest cost possible; and

WHEREAS, the current licensing agreement will expire on January 31st, 2017 unless renewed; and

WHEREAS, the annual contract amount is in the 2017 budget; and

WHEREAS, CDWG has been awarded the 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 do hereby authorize the renewal of the Enterprise Agreement from Microsoft in the amount not to exceed $370,000.00 per year for three years with the option to add additional years.

BE IT FURTHER RESOLVED, the total cost will be paid from the Innovation and Technology's Contract Maintenance Fund (636-25810-932033).

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

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

Agenda Item 14

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

FROM: Robert Peterson, Director of Engineering, Road Department

DATE: November 28, 2016

SUBJECT: MDEQ Scrap Tire Market Development Grant
Devulcanized Rubber Modified Warm Mix Asphalt Pavement Project

For the County Services Committee meeting agenda of December 6, 2016
For the Finance Committee meeting agenda of December 7, 2016
For the BOC meeting agenda of December 13, 2016

Note: As bids for the subject Request for Proposals (RFP) were received after the agenda packets for the December 6 and 7, 2016, County Services Committee and Finance Committee meetings respectively, were sent out, a "placeholder" memorandum and resolution were submitted with the bid results left blank. The red text below and in the attached resolution reflects the one bid received for this RFP.

The Ingham County Road Department (ICRD) received a Michigan Department of Environmental Quality (MDEQ) grant to investigate devulcanized rubber (DVR) modified warm mix asphalt (WMA) mixtures relative to existing commercially available polymer modified WMA mixtures. The $462,311 grant covers all the costs associated with the testing and research, which is the subject of this memo, and the project's DVR-WMA test section paving.

It is the purpose of this project to investigate and demonstrate whether DVR modified WMA mixtures will perform comparably to existing polymer modified WMA mixtures. The true viability of a sustainable, unsubsidized market for inclusion of recycled tire rubber in WMA mixtures will rely on the performance enhancements of the devulcanized rubber additives to equal or exceed the performance enhancements of existing commercially available polymers, at a comparable cost.

The Purchasing Department solicited proposals from qualified and experienced organizations, agencies, and consulting firms to provide the project's testing and research services - services the ICRD is not qualified or prepared to perform. Only one proposal for this RFP, #210-16, was received on November 30, 2016, as follows:

$108,136.00 -- Michigan State University, Department of Civil & Environmental Engineering (MSU).

ICRD and Purchasing Department staff reviewed the proposal for adherence to county purchasing requirements, proposed work scope, experience, and overall value to the county. Based on our proposal review and previous partnerships with MSU on similar projects, ICRD recommends that MSU be retained to provide the requested services.

It is anticipated that the DVR-WMA test sections will be constructed along Holt Road, between Depot Street and US-127. Funding for the entire Holt Road project will be combination of Transportation Economic Development Fund, Category F funds, the MDEQ, Scrap Tire Market Development Grant, and ICRD funds. A Holt Road project funding memo and resolution will be offered for Board consideration at a later date.

We respectfully recommend that the Board of Commissioners adopt the attached resolution and accept the proposal from MSU.

Agenda Item 14

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO RETAIN MDEQ SCRAP TIRE MARKET DEVELOPMENT - DEVULCANIZED RUBBER MODIFIED WARM MIX ASPHALT PAVEMENT PROJECT TESTING AND RESEARCH SERVICES WITH MICHIGAN STATE UNIVERSITY

WHEREAS, the Ingham County Road Department (ICRD) received a Michigan Department of Environmental Quality (MDEQ) grant to investigate devulcanized rubber (DVR) modified warm mix asphalt (WMA) mixtures relative to existing commercially available polymer modified WMA mixtures; and

WHEREAS, the MDEQ scrap tire market development - devulcanized rubber modified warm mix asphalt pavement grant requires testing and research services that the ICRD is not qualified or prepared to perform; and

WHEREAS, the Purchasing Department solicited proposals per RFP, #210-16 from qualified and experienced organizations, agencies, and consulting firms to provide the required testing and research services and received one proposal from Michigan State University; and

WHEREAS, Road Department and Purchasing Department staff reviewed the proposal for adherence to county purchasing requirements, proposed unit prices, experience, and overall value to the county; and

WHEREAS, Road Department staff recommends that the Board of Commissioners retain Michigan State University to provide the required testing and research services at the proposed cost of $108,136.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes retaining Michigan State University to provide the required MDEQ scrap tire market development - devulcanized rubber modified warm mix asphalt pavement grant testing and research services at the proposed cost of $108,136.

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

Agenda Item 15

TO: Board of Commissioners County Services & Finance Committees

FROM: Tim Morgan, Parks Director

DATE: November 17, 2016

SUBJECT: Consulting Services for the Trails and Parks Millage

For the meeting agenda of 12/6/16 County Services and 12/7/16 Finance

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BACKGROUND

The Board of Commissioners authorized Resolution 16-103 to direct staff to develop a job description for a staff person who would specifically work on the trails and parks millage. The Park Commission passed a motion at their June 27, 2016 meeting to direct staff to work with the Purchasing Department to issue a Request for Proposal (RFP) for a consultant to assist County staff with the Trails and Park Millage.

The Purchasing Department solicited proposals for the purpose of providing consulting services to and assisting the Ingham County Parks staff with the delivery of 20 millage related items. The cost for two years was $245,620 for the initial quote. The Park Commission met last month and determined a reduced scope of services and for the director to negotiate with Spicer Group, Inc. The scope of services were negotiated with Spicer Group, Inc. and reduced from 20 items to 8 items as detailed in the attached table and memo from Spicer Group, Inc. The Park Commission Evaluation Committee recommends that a contract be awarded to Spicer Group, Inc. The contract would be for a total two-year cost not to exceed $192,846.74 from the Trails and Parks Millage with a two year renewal option. The cost savings from the reduced scope of work amounted to $52,773.26. The Park Commission approved the resolution be approved as written with a vote of Yes-7; No-0 (Absent County Commissioner Carol Koenig, County Commissioner Teri Banas, and Park Commissioner Robin Lewis) at their November 14, 2016 meeting.

ALTERNATIVES

Ingham County Park staff does not have the engineering expertise that the consultant would be able to provide. Teri Morton, Budget Director, ran a report for the Parks Commission of what an engineering staff person would cost-and the range would be $111,229-$1 38,376. If we hired a consultant they would have various personnel with very diverse skill sets. Hiring a staff person with all the expertise spelled out in the eight scope items would be highly unlikely. The Park Commission feels strongly that this level of assistance will provide engineering expertise, oversight, and ensure we are doing our due diligence with the selection and implementation of millage funds.

FINANCIAL IMPACT

There are funds available in the Trails and Parks millage fund.

OTHER CONSIDERATIONS

The Parks & Recreation Commission supported this resolution with the passage of a motion at their November 14, 2016 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend the resolution authorizing a contract with Spicer Group, Inc. be approved.

November 2, 2016

Tim Morgan, Director
Ingham County Parks
121 E. Maple St., Suite 102
Mason, MI 48854

RE: Professional Consulting Services RFP, Packet #132-16
Ingham County, MI

Tim,

At your request, we are providing you with a revised Scope of Work for the Parks and Trails Professional Consulting Services, Request for Proposals (RFP) Packet #132-16.

Background
Ingham County has a Parks and Trails millage that generates about 3.5 million dollars per year. With this millage, the County offers a grant program, to communities within the County, to create and maintain a sustainable countywide system of recreation trails and adjacent parks.

Administering this program is a good deal of work. Ingham County would like assistance with the administration of this grant program regarding a number of specified tasks. The initial task list in the Request for Proposals (RFP) included 20 items (see attached) but for budgetary reasons the desired assistance task list has been reduced to 8 of those 20 items. Listed below are the 8 items with an associated scope of work for each item.

Scope of Work / Fee
Following email correspondence from Ingham County, dated 10/25/16, and a follow-up meeting with Tim Morgan, Parks Director on 10/2/16, we have revised our Scope of Work as follows:.

TASK #4. VALIDATE COST ESTIMATES ARE ACCURATE – *Validate that cost estimates given in the application are accurate for each Ingham County Trails Parks Program Application before they are recommended for funding.*

- We will review program application cost estimates, as determined by the County, for accuracy.
- We will visit the site, if needed, to help determine the accuracy of the proposed estimate. At the site we may check the project size or length, the number of road crossings, look at any drain crossings, grade challenges, wetland issues, and any needed bridge crossings, among other things.
- We will compare the cost estimate to recent bid prices for accuracy and we will include an inflation factor for the actual construction time.
- Reviewing the estimate, we will look to make sure all the needed ancillary elements are included as well, such as engineering, survey, staking, material testing, inspection, permits, soil erosion and sedimentation control, contingencies and project signage.
- Once we have completed our review, we will send a brief memo to Park staff on its accuracy and recommendation.

- The Park staff will communicate any identified inaccuracies with the corresponding community.

Fee: Our anticipated fee for this task is based on an average of 4 hours per application review. We understand that some will be simpler and some more complicated. Smaller projects may take less time and larger, more complicated projects will take additional time. Our anticipated fee is $560 for each application, based on an average of 4 hours of time per application. Last year 17 projects were awarded. If we were to review 17 project cost estimates for the 2017 round we would anticipate our fee to be $9,520 for this work in 2017.

TASK #5. PROVIDE RECOMMENDATION ON PROJECT VIABILITY – *Provide recommendations on project viability for the Ingham County Trails Parks Program Application to Parks Commission with oversight from the Director.*

- Spicer Group will look at each application, as requested by the county, with regard to project viability. Project viability is reliant on many factors, including such things as needed easements or Right of Way (ROW), wetlands, permitting, project costs and water crossings, to name a few.
- The Park Staff will communicate any viability issues to the corresponding community and Park Commission.

Fee: Our anticipated fee for this task is based on an average of 1 hour per application review. We understand that some will be simpler and some more complicated. Smaller projects may take less time and larger, more complicated projects will take additional time. Our anticipated fee is $122 for each application, based on an average of 1 hour of time per application. Last year 17 projects were awarded. If we were to review 17 projects for viability for the 2017 round, we would anticipate our fee to be $2,074 for this work in 2017.

TASK #9. FOLLOW UP ON AWARDED PROJECTS AND MONITOR ON-GOING PROJECTS THROUGH FALL 2016 COMPLETION – *Follow up on awarded projects and monitors on-going project activities to assure conformance to standards, plans and specifications as an Ingham County's Trails project as to their status through to completion, including asphalt and bridge rounds as well as fall 2016 round.*

- Spicer Group will follow up on awarded projects and monitor ongoing project construction activities, providing intermittent site observation to ensure compliance with the contract for each awarded project. At each project site visit we will check the work for conformance to the plans and specifications.
- For this task we would like to be involved in the pre-construction meeting between the owner and the contractor and the community's prime professional. We would also envision participating in the project close out walk through with the community, contractor and project prime professional.
- This work includes general oversight of the asphalt and bridge rounds as well.
- Spicer Group will communicate with county park staff on its findings and the county park will then communicate as they see fit with the Community.

- It is not the intent of this task to act as the project Prime Professional and provide all needed project inspection and testing, but to check to make sure that this type of oversight is occurring and that the project is being constructed to the industry standards and per the plans and specifications.

Fee: Our anticipated fee for this task is based on an average of 20 hour per project. We understand that some will be simpler and some more complicated. Smaller projects may take less time and larger, more complicated projects will take additional time. Our anticipated fee is $2,800 for the monitoring of each project, based on an average of 20 hours of time per project. Last year a total of 17 projects were awarded. If we were to follow up on 17 projects and monitor the construction progress of these projects for 2017 , we would anticipate our fee to be $47,600 for this work in 2017.

TASK #10. PROJECT AUDIT POST COMPLETION – *Perform a "project audit" post completion on each project as part of the Ingham County's Trails award to ensure compliance with the contract for each awarded project. Including construction inspection and checking their work for conformance to standards, specifications and guidelines.*

- Upon project completion, Spicer Group will audit the project and make sure: the project elements in the grant have been completed and to industry standards, that site restoration is complete and the vegetation is established and that the project is ready to be closed out.
- Once the audit is complete, Spicer Group will communicate with the park Staff that the project is complete and ready for final close out.

Fee: Our anticipated fee for this task is based on an average of 4 hours per project. We understand that some will be simpler and some more complicated. Smaller projects may take less time and larger, more complicated projects will take additional time. Our anticipated fee is $460 for the post completion project audit of each project, based on an average of 4 hours of time per project. Last year a total of 17 projects were awarded. If we were to perform a post completion project audit up on 17 projects for 2017, we would anticipate our fee to be $9,520 for this work in 2017.

TASK #13. BRIDGE AND ENGINEERING EXPERTISE – *Bridge Engineering and Expertise, ability to conduct a variety of engineering field studies pertaining to bridge evaluation according to MDOT standards.*

- Spicer Group will provide the ability to conduct a variety of engineering field studies pertaining to bridge evaluation according to MDOT Standards.
- Our in-house MDOT certified, structural engineers and MDOT field inspectors will visit a county requested project site and evaluate an existing bridge structure and structure approaches for a variety of needs.
- Our staff is also able to evaluate best fits of pre manufactured pedestrian bridges for needed water crossings, wetland crossings or valley crossings.

Fee: Our anticipated fee for this task is based on an average of 4 hours per project. We understand that some will be simpler and some more complicated. Smaller projects may take less time and larger, more complicated projects will take additional time. Our anticipated fee is $10,212 for providing bridge engineering and expertise for 23 projects, based on an average of 4 hours of time per project. However, not all bridge projects may require our expertise or review. If this is the case, our fee would reflect this accordingly.

TASK #15. PROVIDED FINISHED PROGRAM – *Leads the County Parks and community stakeholders in the development of way-finding and signage design, concepts and implementation program for Ingham County Trails. Provide finished program including design standards, guidelines and examples of signage that can be implemented by all communities as part of the regional trail system in Ingham County.*

- We will conduct a stakeholder meeting to discuss long term way finding goals and review the way finding development process.
- At this stakeholder meeting we will seek input from the communities.
- Next we will develop options for a way finding system similar to the TART way-finding system.
- We will then meet with County Park Staff and review way finding system options.
- County park Staff will seek input from the Park Commission.
- Once feedback is received, we will revise the Wayfinding signage options.
- From this point, County parks will share the Wayfinding system with the communities.

Fee: Our anticipated fee for this task is based on an expected amount of 40 hours of effort. This equates to $5,600.

TASK #16. PROFESSIONAL SERVICES DESIGN, WRITES GRANT APPLICATIONS AND PROVIDED DATA FOR RFP's – *Prepares the prime professional design and cost estimates that would be usable for an RFP and write(s) grant application (s) for the Lake Lansing bathhouse/concession/restroom building/facility replacement project with assistance from staff for MDNR, Land and Water and Trust Fund grants and additional as deemed appropriate by consultant to try and secure grant funding to match millage funds. (2018 submittal)*

The County is also interested in pursuing Recreation Passport grants to provide ADA parking (paving the existing parking spaces) at both Burchfield and Lake Lansing Parks. (2017 submittal)

We will explore the various preferred improvements and see what might be fundable under a grant. We will also explore what grant program might best match with your improvements and budget. After we have sorted out the grant type and project scope, we will begin the grant application process which will include a conceptual plan and preliminary estimate of cost (PEC) for the proposed improvements. Our tasks for this item will include:

- Conceptual Plan
  - Walk the site with County Park Staff to review the site(s) for the proposed park improvements.
  - Prepare a base map of the proposed project site(s).
  - Gather information to include in the plan.
  - Develop preliminary conceptual plan(s).
  - Submit the preliminary conceptual plan(s) to the County for review.
  - Make any needed changes to the plan(s) based on feedback from the County.
  - Submit the final conceptual plan(s) to the County.

- Grant Application
  - Prepare a Preliminary Estimate of Cost (PEC) for the project(s). Assist the County in determining the local match amount(s).
  - Assist the County in setting up the new grant application(s) on the DNR MiRecGrants online system.
  - Complete the MDNR application form(s) with the required information.
  - Produce the project location map(s) and legal boundary map(s).
  - Review and complete the environmental checklist(s0 with the County.
  - Write the supporting text for the application(s).
  - Include photos of the park site(s) and areas of proposed improvements.
  - Produce and submit the Transmittal Letter(s) and Notice of Intent form(s) to the regional planning house.
  - Compile and upload all of the requirements for the grant application(s).
- Ingham County's Responsibilities:
  - Assist with and provide information for the grant application form(s) as needed (i.e. property deeds, plat map information, property descriptions, etc.)
  - Obtain commitment letters from any cash donors.
  - Obtain your attorney's signature on the Documentation of Site Control form(s).
  - Advertise for a public meeting at least one week prior to the public meeting.
  - Host the advertised public meeting prior to April 1, 2017.
  - Obtain documentation from a disabled person and/or disability organization about the accessibility of the project(s) and their concerns and/or support.
  - Produce signed public meeting minutes and obtain a copy of the advertisement.
  - Certify a resolution from the Ingham County Board of Commissioners regarding the application(s), committing the matching funds, prior to April 1, 2017.
  - Solicit and collect letters of support for the project(s).
  - Review the final submittal documents.
  - Electronically submit the application(s) through the MiRecGrant system.

Fee: For all grant application projects, the cost estimate and conceptual plan are included in our scope of work.

Our anticipated fee for this task is based on an expected amount of 30 hours of effort per grant application. We understand there are (2) Recreation Passport grant applications for 2017. This equates to $3,660 per grant application, or $7,320. This includes separate applications to provide ADA paved parking spaces at Lake Lansing North and Burchfield Parks.

For 2018, we understand the County would like to submit (1) Land & Water Conservation Fund grant application. This equates to $3,780. This application would include the bathhouse/concession/restroom and ADA parking improvements at Lake Lansing Park.

TASK #18. PROVIDES UPDATES AND IMPROVEMENTS TO COMPREHENSIVE REPORT – *Updates and improvements to the Ingham County Parks Trails and Parks Comprehensive Report maps showing clear detail of critical connections within the entire system, and identify missing links and recommending priorities within the regional system for connecting communities. This would include verification of on road bike lanes within the current plans/mapping and status of widths of those bike lanes identified, this would be completed by the consultant but, coordinated with the Ingham County Road Department and Park Departments.*

- Review the maps and documentation in the existing plan.
- Identify trail connection gaps and critical connections that are unclear.
- Review gaps and critical connections with Park Staff.
- Seek input on what gaps and connections the staff would like to further research.
- Study identified trail gaps and identify potential routes.
- Review potential routes with park staff and seek their input.
- Park staff to share possible routes with Park Commission.
- Revise maps indicating potential trail gap routes
- We will also look at the study and list all the identified future trail connectors and recommend connection priorities.
- Review bike lanes with the Ingham County Road Commission.
- Update map and trail document, "Ingham County Trails and Parks Comprehensive Report" to reflect yearly changes.

Fee: Our anticipated fee for this task is based on an expected amount of 24 hours of effort per year. This equates to $3,360.

Additional Services

Additional services related to this project will be furnished by us after you authorize the work. Our fee for the additional services will be determined at the time they are agreed to and rendered.

Fee Schedule

Our proposed fee to complete these services can be found **above** and on the **attached spreadsheet**. When we add up the anticipated task efforts for Year 1, the total estimated hourly fee is in the amount of **$95,206**.

We find it difficult to determine a not-to-exceed lump sum number without knowing the actual amount of projects, or number of applications, or required time to monitor the construction of the projects. We are aware of the County's desire to set a pre-determined dollar amount for the budgeting of this work. If that is the desire, we believe it might be best for the County to set an upper limit dollar amount per year. If, or when, we approach that number, we would let the park staff know that we are within say 15% of the upper

limit. At that time the County could determine to either limit additional work or utilize additional dollars.

It is also our understanding that the Ingham County Park Staff will be responsible for communication with the Park Commission and Board of Commissioners, however if our attendance is required at one of these meetings, our fee for this will be in addition to the amount above, at a rate of **$350 per meeting**

Once we have done this work for a year or two, I think both parties will have a better understanding of what work is involved and the level of assistance needed.

We deeply appreciate your confidence in Spicer, and we look forward to working with you and for you on your project.

Sincerely,

Robert R. Eggers, AICP
Senior Planner / Principal

Tanya M. Moore, PLA, ASLA
Landscape Architect/Planner

SPICER GROUP, INC.
230 S. Washington Avenue
Saginaw, MI 48607
Phone: (989) 754-4717 ext. 5568
Fax: (989) 754-4440
mailto: robe@spicergroup.com

Cc: SGI File
ALE, Acctg.

Items in RFP	YEAR 1 Estimated Hours	YEAR 1 Rate/Hour	YEAR 1 Total Not-to Exceed	YEAR 2 Estimated Hours	YEAR 2 Rate/Hour	YEAR 2 Total Not-to Exceed
1. Receive & Review applications	BY STAFF			BY STAFF		
2. Score applications	BY STAFF			BY STAFF		
3. Ensure applications are complete and correct	BY STAFF			BY STAFF		
4. Validate cost estimates are accurate	68 *	$140.00	$9,520.00	68 *	$141.40	$9,615.20
5. Provide recommendation on project viability	17 *	$122.00	$2,074.00	17 *	$123.22	$2,094.74
6. Evaluate applications & provide funding recommendations	BY STAFF			BY STAFF		
7. Provide limited assistance to communities completing application	BY STAFF			BY STAFF		
8. Work w/ staff & improve mapping, produce GIS doc & printable copies for 4 parks	BY STAFF			BY STAFF		
9. Follow up on awarded projects & monitor ongoing projects through fall 2016 completion	340 *	$140.00	$47,600.00	400 *	$141.40	$56,560.00
10. Project audit post completion	68 *	$140.00	$9,520.00	80 *	$141.40	$11,312.00
11. Provide assistance with the improvement of application and review process	BY STAFF			BY STAFF		
12. Administrative	BY STAFF			BY STAFF		
13. Bridge engineering & expertise	92 **	$111.00	$10,212.00	60 **	$112.11	$6,726.60
14. Engineering field studies	BY STAFF			BY STAFF		
15. Provided finished program	40	$140.00	$5,600.00	30	$141.40	$4,242.00
16. Professional services design, writes grant applications, and provides data for RFP's	60 (2 grant app.)	$122.00	$7,320.00	30 (1 grant app.)	$123.22	$3,696.60
17. Meeting Coordination and delivery	BY STAFF			BY STAFF		
18. Provides updates & improvements to Comprehensive report	24	$140.00	$3,360.00	24	$141.40	$3,393.60
19. Track and provide detailed reporting	BY STAFF			BY STAFF		
20. Assist and guide development of spending plan through FY 2010	BY STAFF			BY STAFF		
OVERALL TOTALS:	1,354		$95,206.00	1,364		$97,640.74

* *Estimated cost is based on the 17 projects that were awarded in spring 2016.*

** *Estimated cost is based on 23 bridge projects.*

NOTE: *We anticipate an annual increase of 1% or the rate of inflation, whichever is greater.*

Spicer group

11/2/2016

-----Original Message-----
From: Eggers, Rob R. [mailto:robe@spicergroup.com]
Sent: Thursday, November 03, 2016 5:34 PM
To: Morgan, Timothy
Cc: Wallace, Nicole; Moore, Tanya M.
Subject: one more thought...

Tim,

Another item you might share with the Committee,

Spicer Group will refrain from contracting with Ingham communities for any associated path or trail designs while we are under contract with Ingham for the millage assistance program.

I say this as an RFP came through today requesting a response for trails design assistance in Ingham County. I thought, we better not respond with the possibility of working for the County and this project may be related to the trails millage program.

Thank you,

Rob

2017 PERSONNEL COST PROJECTION
ROAD DEPARTMENT DESIGN ENGINEER

	Design Engineer MCF - Road Grade 7, step 1	Design Engineer MCF - Road Grade 7, top step (6)
WAGES	$75,046	$96,989
UNEMPLOYMENT	375	485
FICA	5,741	7,420
HEALTH	13,850	13,850
DENTAL	904	904
VISION	124	124
LIFE	132	132
RETIREMENT	6,049	7,817
CURRENT RETIREE HLTH	3,347	3,347
FUTURE RETIREE HLTH	3,377	4,365
WORKERS COMP	2,251	2,910
CARES	33	33
TOTAL	$111,229	$138,376

Agenda Item 15

TO: Timothy Morgan, Director of Parks

FROM: James Hudgins, Director of Purchasing
jhudgins@ingham.org

DATE: September 26, 2016

RE: Memo of performance for RFP No. 132-16: Parks and Trails Professional Consulting Services

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Per your request, the Purchasing Department sought proposals from experienced and qualified professional consultants for the purpose of providing services to and assisting the Ingham County Parks staff with the delivery of certain millage related items.

The RFP was advertised in the Lansing State Journal, City Pulse and Ingham County Purchasing Department.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendor invited to propose	42	8
Vendors responding	2	2

Vendors not submitting proposals

Lapham Associates, West Branch MI: We do not feel that, with our current workload and staffing level, we would be able to provide you with the timely services that you deserve.

Butler, Fairman & Seufert Inc., Indianapolis IN,: At this time, we do not believe our current workload would allow us to assign the staffing needed to perform the required services mentioned in the RFP. Also, we were not able to identify a local Ingham County consultant available to partner with BF&S. We believe this type of partnership would be important in creating a viable Team relative to the scope of work identified in this RFP.

DLZ, Lansing, MI: At this time, we cannot submit a proposal for your project

Mannik & Smith Group, Inc., Monroe, MI: Unfortunately at this time, due our workload and other project commitments, we are unable to submit for this project. We appreciate the opportunity to be included in your solicitation for services.

Prein & Newhof, P.E., Grand Rapids, MI: Unfortunately we will not be submitting a bid, but we would like to remain on your submittal list.

Vendors Responding
Spicer Group, a local vendor, 110 W. Michigan Ave., Suite 725, Lansing MI 48933
Landscape Architect & Planners, Inc., One Oakland Center, 809 Center St., Suite 1, Lansing MI 48906

Estimate of Costs:

SPICER GROUP YEAR 1 LOW	**SPICER GROUP** YEAR 1 HIGH	**SPICER GROUP** YEAR 1 AVG L/H	**LAP** YEAR 1 AVERAGE	**SPICER GROUP** YEAR 2 LOW	**SPICER GROUP** YEAR 2 HIGH	**SPICER GROUP** YEAR 2 AVG L/H	**LAP** YEAR 2 AVERAGE
$107,656.00	**$113,780.00**	**$110,718.00**	**$ 88,000.00**	**$125,518.00**	**$131,840.00**	**$128,679.00**	**$ 88,000.00**
HOURS LOW	HOURS HIGH	HOURS AVG	HOURS	HOURS LOW	HOURS HIGH	HOURS AVG	HOURS
807	853	830	1,000	911	957	934	1,000

You are now ready to complete the final steps in the process: 1) Evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit evaluation to the Purchasing Department with your recommendation; 4) write a memo of explanation; and, 5) prepare a resolution for Board approval.

This Memorandum is to be included with your memo and resolution submission to the "resolutions group" as acknowledgement of the Purchasing Department's participation in the proposal process.

If I can be of further assistance, please email jhudgins@ingham.org

Agenda Item 15

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH SPICER GROUP, INC. TO PROVIDE CONSULTING SERVICES TO AND ASSIST THE INGHAM COUNTY PARKS STAFF WITH THE DELIVERY OF CERTAIN MILLAGE RELATED ITEMS

WHEREAS, Board of Commissioner Resolution 16-103 directed staff to develop a job description for a staff person who would specifically work on the trails and parks millage; and

WHEREAS, the Park Commission passed a motion at their June 27, 2016 meeting to direct staff to work with the Purchasing Department to issue a Request for Proposal (RFP) for a consultant with various personnel with very diverse skill sets to assist County staff with the Trails and Park Millage; and

WHEREAS, the Purchasing Department solicited proposals from experienced and qualified professional consultants for the purpose of providing consulting services to and assisting the Ingham County Parks staff with the delivery of certain millage related items; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Spicer Group, Inc. who submitted the most responsive and responsible proposal.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes awarding a contract to Spicer Group, Inc., for an estimated first-year cost of $95,206.00 and an estimated second-year cost of $97,640.74 for a combined two-year total not to exceed $192,846.74 from the Trails and Parks Millage to provide consulting services to and assist the Ingham County Parks staff with the delivery of certain millage related items.

BE IT FURTHER RESOLVED, the term of the contract is two years from the date of execution.

BE IT FURTHER RESOLVED, the Board of Commissioners also authorizes Spicer Group's attendance at Park Commission or Board of Commissioners meeting(s), if required and requested, at a cost of $350.00 per meeting, in a total not to exceed three meetings per year for a total cost of $1,050 a year.

BE IT FURTHER RESOLVED, the Board of Commissioners approves an option to renew the contract for an additional two year period provided the annual cost increases should not exceed the Consumer Price Index's Annual Inflation rate or 1%, whichever is greater, during the term of the Agreement.

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

BE IT FURTHER RESOLVED, that the Chairperson of the 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 16a

MEMORANDUM

TO: County Services and Finance

DATE : November 21, 2016

FROM: Stacy Byers

SUBJECT: Approval to Close On Sheridan, Miedema and Lovette Properties

The Farmland and Open Space Preservation Board received applications for the 2015 cycle. In accordance with the Ordinance, the FOSP Board scored and ranked the applications based on the approved 2015 selection criteria. The appraisals were sent to the County Purchasing Department to participate in the Bid Process, whereas applicants are asked to provide their lowest bid for purchase. Through that process, three farmland properties are being recommended for conservation easement purchase. The FOSP Board approved and recommends closing on the Sheridan, Miedema and Lovette properties. The FOSP Board has funds in their 2016 budget to cover all closing and purchase costs.

Furthermore, in the spirit of full disclosure, the Sheridan property is owned and operated by William and Sally Sheridan, relatives to Stacy Byers, Director of the FOSP Board. Precedence was sent with the Koelling property in 2014 which established a process for properly stewarding easements through that are closer than arms length. Mrs. Byers recused herself from all board discussion concerning the Sheridan application.

In a memo dated July 22, 2014, from Mr. Peter Cohl, of Cohl Stoker & Toskey, P.C., he states *"there is a conflict of interest, but the application may be approved with full disclosure in advance of the meeting at which it is to be approved as well as in the Board's minutes of the meeting, (b) recusal of the Board member from all discussion and voting on the application, and (c) concurrence of 2/3 majority vote of the FOSP Board."* The FOSP Board and Mrs. Byers have complied with all requirements set forth above and conducted all due diligence in accordance with the County Ethics Policy.

Thank you.

Agenda Item 16a

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING PROCEEDING TO CLOSE PERMANENT CONSERVATION EASEMENT DEEDS ON THE SHERIDAN, MIEDEMA, AND LOVETTE 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 Preservation 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 2015 application cycle, and of which, said ranking was approved by Resolution #16-044; and

WHEREAS, the Ingham County Purchasing Department negotiated prices to be paid for the Conservation Easement Deeds through a "Bid" process; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has funding in place to close Permanent Conservation Easement Deeds on all properties using 100% locals fund on the Sheridan, Miedema, and Lovette properties.

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

Name	Appraisal /CE Price	Landowner Contribution	County
Sheridan	$253,000.00	$3000.00	$250,000.00
Miedema	$554,500.00	$0.00	$554,500.00
Lovette	$305,000.00	$0.00	$305,000.00

BE IT FURTHER RESOLVED, that the County 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 16b

MEMORANDUM

TO: COUNTY SERVICES AND FINANCE COMMITTEES

DATE: NOVEMBER 21, 2016

FROM: STACY BYERS, INGHAM COUNTY FARMLAND AND OPEN SPACE PRESERVATION BOARD

SUBJECT: APPROVAL OF 2016 APPLICATION CYCLE RANKING

This resolution approves the 2016 application cycle ranking and establishes a priority for the top applications. In 2012 the BOC established the Purchasing Department as the designated party responsible for negotiating prices with landowners for the purchase of conservation easements. The 2016 ranked applications will go through the Purchasing Departments' Bid process to negotiate easement values.

There will be future costs associated with proceeding with negotiations on the top scoring farms, including, but not limited to, appraisal, survey, title commitment and insurance costs. Those costs are included in the 2017 budget.

Agenda Item 16b

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING THE RANKING OF THE 2016 FARMLAND AND OPEN SPACE PRESERVATION PROGRAMS APPLICATION CYCLE RANKING AND RECOMMENDATION TO PURCHASE PERMANENT CONSERVATION EASEMENT DEEDS ON THE TOP RANKED PROPERTIES

WHEREAS, by Resolution #04-210, Ingham County established an Agricultural Preservation Board (currently known as the Farmland and Open Space Board Preservation Program), 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, on August 5, 2008, the voters of Ingham County approved the levy of 0.14 mills for the purpose of funding the Farmland and Open Space Preservation Board; and

WHEREAS, Resolution #10-100 directs the Farmland and Open Space Board to identify agricultural and open space property for inclusion in the program, to rank the applications received according to established criteria approved by the Board of Commissioners, and to select properties for purchase of Conservation Easement Deeds which requires approval by the Board of Commissioners; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has funding in place to purchase Conservation Easement Deeds on Agricultural and Open Space properties in Ingham County; and

WHEREAS, the Ingham County Farmland and Open Space Preservation Board has scored and ranked all farmland open space applications received for the 2016 cycle and wishes to proceed with negotiations on the top ranked properties.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the 2016 Farmland and Open Space Application Ranking as attached, and approves the FOSP Board to proceed with negotiations on the top ranked properties.

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

2016 Farmland Score and Rank

Applicant Zones	Agricultural Productivity	Size of Parcels	Additional Ag Income	Proximity to Existing Livestock Farm	Proximity to Water or Sewer	Proximity to Designated Population Center	Road Frontage	Location to Protected Property	Block Applications	Additional Ag Characteristics	MAEAP	Final Score
Casey K. Moore_1	15.27	6.35	5	5	10	28	6	20	0	0	0	95.62
Spragg, Topliff and Smith Tr	15.07	15.00	5	5	5	22	8	20	0	0	0	95.07
David K Lyon_1	11.16	15.00	5	5	5	24	4	20	0	0	0	89.16
DeForest_1	11.71	15.00	5	0	10	0	8	15	0	0	0	64.71
Douglas G. Ware_1	12.33	7.60	0	5	7	30	0	0	0	0	0	61.93
Eldred_1	15.65	15.00	0	3	10	0	8	10	0	0	0	61.65
Hunter Brooks Land LLC, Ki	15.91	9.51	0	3	5	26	0	0	0	0	0	59.42
Rogers J._1	15.88	15.00	0	0	5	0	4	10	8	0	0	57.88
Shaw L._1	15.14	15.00	5	5	10	0	0	0	6	0	0	56.14
Bergeon_1	13.61	7.80	0	3	5	22	4	0	0	0	0	55.41
Miner_1	17.24	9.50	0	5	10	0	8	5	0	0	0	54.74
Shaw D._1	9.23	14.09	5	5	10	0	4	0	6	0	0	53.32
Rogers M. & D._1	12.16	15.00	0	0	5	0	8	5	8	0	0	53.16
Irwin_1	14.48	7.44	0	0	10	0	0	20	0	0	0	51.92
Collar_1	15.25	4.00	0	0	5	26	0	0	0	0	0	50.25
Hector-Klee_1	17.35	7.15	0	5	0	0	4	15	0	0	0	48.50
Nelton_1	15.64	4.69	0	3	10	0	0	15	0	0	0	48.32
Drumm_1	14.29	15.00	0	5	5	0	4	5	0	0	0	48.29
John E Pidd, Rebecca Pidd,	12.77	11.50	0	5	0	0	4	15	0	0	0	48.27
Cavanaugh_1	6.96	15.00	5	5	5	0	6	0	0	5	0	47.96
Clark_1	15.26	5.30	5	0	5	0	0	15	0	0	0	45.56
Henney_1	6.34	6.45	0	0	5	0	6	20	0	0	0	43.79
Sager_1	18.45	0.00	0	0	10	0	0	15	0	0	0	43.45
Halmich Sod Farm_1	1.22	5.65	0	0	5	30	0	0	0	0	0	41.87
Mark M Mayes_1	12.27	0.00	0	0	10	0	4	15	0	0	0	41.27
Viecelli_1	14.43	15.00	0	0	5	0	6	0	0	0	0	40.43
Shaw T._1	11.23	2.00	5	5	10	0	0	0	6	0	0	39.23
Warfle_1	15.00	4.71	0	5	5	0	4	0	0	5	0	38.71
Baumer_1	15.00	0.00	0	3	0	0	0	20	0	0	0	38.00
Smith_1	16.65	14.82	0	0	0	0	6	0	0	0	0	37.47
Morehouse_1	16.95	10.86	0	0	0	0	4	0	0	5	0	36.81
Cheney R. S._1	13.36	4.00	0	5	5	0	4	5	0	0	0	36.36
Richardson_1	11.15	6.00	0	0	5	0	0	5	8	0	0	35.15
Fitzgerald_1	12.20	5.64	5	3	5	0	4	0	0	0	0	34.84
Brake_1	15.57	7.50	0	5	5	0	0	0	0	0	0	33.07
Thomas_1	15.30	4.00	0	3	5	0	4	0	0	0	0	31.30

2016 Open Space Score and Rank

Applicant Name	Riparian Land Score	Wedland Score	Rare Species Score	Parcel Size Score	PCA Score	Road Frontage Score	Forest Score	Other Open Habitat Score	Flood Plain Score	Aquifer Recharge Score	Proximity to Urban Score	Distance to Other Property Score	Applicant Score
Peterson Trust	5.00	1.69	0.00	10.16	6.00	0.00	4.59	0.08	0.00	2.81	25.00	10.00	**65.32**
Rowe	0.00	0.15	0.00	20.20	0.00	2.00	0.21	0.00	0.00	1.02	20.00	6.00	**49.58**
Coppernoll	5.00	0.08	0.00	25.00	6.00	2.00	0.00	0.00	0.00	1.82	0.00	4.00	**43.90**
Bergeon	0.00	0.56	0.00	19.70	0.00	2.00	3.13	0.00	0.00	0.24	10.00	0.00	**35.63**
Wild	5.00	0.59	0.00	16.33	6.00	0.00	0.00	0.38	4.79	0.00	0.00	0.00	**33.09**
McCarthy	0.00	0.04	6.00	14.72	6.00	1.23	0.18	0.00	0.00	0.00	0.00	0.00	**28.18**
Thomas	0.00	2.29	0.00	10.04	6.00	2.00	3.29	0.00	0.00	0.00	0.00	0.00	**23.62**
Benjamin	0.00	0.11	0.00	15.90	0.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00	**18.01**
Culver	0.00	0.67	3.00	2.66	6.00	0.10	1.72	1.91	0.00	0.00	0.00	0.00	**16.06**

Agenda Item 17a

TO: Board of Commissioners Finance and Liaison Committees

FROM: *Jill Bauer, Administrative Analyst*

DATE: *11/18/2016*

SUBJECT: *Resolution Approving Various Contracts for the 2017 Budget Year* for the meeting agendas of December 1st, 5th, 6th and 7th

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BACKGROUND

This resolution will approve the attached list of contracts for the 2017 budget year. The list consists only of contracts that are included in the 2017 Adopted Budget. If a contract later exceeds the budgeted amount, a resolution will need to be brought before the Board of Commissioners approving the increased amount. In addition, a separate Board resolution will be required if there is a change in employee status or increase in the total number of employees.

The county contract approval process, as amended by Resolution #09-095 provides that any contract over $5,000 must be approved by the Board of Commissioners. This resolution includes various routine contract renewals in order to reduce the number of separate resolutions needed to approve contracts. The liaison committees may decide that there are some contracts included on this list that would better be considered as separate resolutions. Those contracts will be removed from this resolution before the passage by the Board of Commissioners, and will be brought back before the Board as separate resolutions at a later date.

Based on Resolution #16-443, the Budget Office will be using the Consumer Price Index's Annual Inflation rate (0.9% for 2017) or 1%, whichever is greater to determine if the contract falls within the Board of Commissioners' Guidelines. Expenditure contracts with a 2017 increase of 1% or less are the only ones included in this resolution.

ALTERNATIVES

This process is in place to reduce the number of contracts that have to go the Board of Commissioners each year.

FINANCIAL IMPACT

Budgets were approved in the 2017 Budget for the contracts included in the list attached.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

The budget office recommends approving the attached contracts for the 2017 Budget year.

Agenda Item 17a

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING VARIOUS CONTRACTS FOR THE 2017 BUDGET YEAR

WHEREAS, county policy requires that all contracts over $5,000 be approved by the Board of Commissioners; and

WHEREAS, numerous contracts are approved by the Board of Commissioners each year, many of which are routine continuations of existing contracts; and

WHEREAS, funding for these contracts has been included within the 2017 Adopted Budget; and

WHEREAS, the budget also contains anticipated revenues and expenditures from certain grant programs, which will also require approval of agreements with granting agencies at various times during the fiscal year.

THEREFORE BE IT RESOLVED, that the Board Chairperson is authorized to sign agreements, contracts, and/or other documents related to grant programs and other county appropriations which are contained in the adopted budget, as listed in the attached document, subject to review by the County Attorney as to form and to certification by the Controller that 1) the total amount of revenues and expenditures and the net obligation to the County is not greater than what is budgeted; and 2) there is no change in employee status and no additional employees other than as authorized in the adopted budget.

BE IT FURTHER RESOLVED, that all grants and funding arrangements with entities whose fiscal years do not coincide with the County's fiscal year be considered authorized providing that they have been authorized in part in the adopted budget, and the remaining portion of the time period and funds are included in the Controller’s Recommended Budget for the succeeding fiscal year.

BE IT FURTHER RESOLVED, that all contracts over $5,000 that are not included in this resolution shall be approved by the Board of Commissioners by separate resolution.

LAW AND COURTS COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2016 COST	2017 PROJECTED	Proj. Increase over 2016	% Increase over 2016	Funding Source
Circuit Court	TEL/Thalner	Techonology support for the Courtrooms (excluding Courtrooms 1 and 2)	01/01/17	12/31/17	$23,000	$23,000	$0	0%	General Fund
Family Court	MSU Psychology Department	Diversion Program - Reduces days/cost for out of home care	10/01/16	09/30/17	$163,132	$164,763	$1,631	1%	General Fund
Family Court	All Clear	Security X-Ray Machine Maintenance Agreement	01/01/17	12/31/17	$3,800	$3,800	$0	0%	General Fund
Family Court	Highfields	Day Treatment Program - transportation and behavioral specialists	10/01/16	09/30/17	$656,732	$656,732	$0	0%	50% JJM/50% State of MI
Family Court	Ingham Intermediate	Day Treatment Program - teachers & para-professionals	10/01/16	09/30/17	$434,932	$434,932	$0	0%	50% JJM/50% State of MI
Family Court	Four Attorneys: Skinner, Watson, Staake, Fish	Guardian-Ad-Litem contracts to represent children in abuse and neglect hearings	01/01/17	12/31/17	$200,000	$200,000	$0	0%	General Fund
Family Court	Residential Placements (several)	Out of home placement costs for delinquient youth. Per Diem Rates	10/01/16	09/30/17	$1,777,692	$1,777,692	$0	0%	General Fund
Family Court	Peckham, Inc. Crossroads	Educational and vocational program for delinquent youth	10/01/16	09/30/17	$319,542	$319,542	$0	0%	50% JJM/50% State of MI
Family Court	House Arrest Services	Home Detention including tethers, reduce out of home care	10/01/16	09/30/17	$30,000	$30,000	$0	0%	General Fund
Family Court	Highfields	Evening Reporting Program - Transportation and Behavioral Specialists	10/01/16	09/30/17	$304,588	$304,588	$0	0%	50% JJM/50% State of MI
Family Court	Peter Brown	Attorney contract to represent delinquent youth in DL and TY Cases	01/01/17	12/31/17	$25,000	$25,000	$0	0%	General Fund
Family Court	Michelle Shannon	Attorney contract to represent youth in DL Cases	01/01/17	12/31/17	$12,000	$12,000	$0	0%	General Fund
Sheriff	Lansing-Mason Ambulance	Inmate Ambulance Service	01/01/17	12/31/17	$22,500	$22,500	$0	0%	General Fund
Sheriff	Holt/Mason Towing	Towing Services	01/01/17	12/31/17	$1,500	$1,500	$0	0%	General Fund
Sheriff	Morophotrust	Software in Jail - Main/LiveScan	01/01/17	12/31/17	$7,000	$7,000	$0	0%	General Fund
Ingham County	Legal Services of South Central Michigan	income residents of Ingham County	01/01/17	12/31/17	$20,000	$20,000	$0	0%	General Fund

REVENUE CONTRACTS

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2016 REV	2017 PROJECTED	Proj. Increase over 2016	% Increase over 2016
Community Corrections	City of Lansing	Annual Grant for CCAB Administration	07/07/16	06/30/17	$12,500	$12,500	$0	0%
Prosecuting Attorney	State of Michigan	VOCA Crime Victim Assistant Grant	10/01/16	09/30/17	$133,890	$106,919	-$26,971	-20%
Prosecuting Attorney	State of Michigan	Cooperative Reimbursement Grant	10/01/16	09/30/17	$756,437	$758,790	$2,353	0%
Prosecuting Attorney	State of Michigan	Victims Rights Grant	10/01/16	09/30/17	$229,800	$229,600	-$200	0%
Sheriff	State of Michigan	Anti-Drug Abuse Program	10/01/16	09/30/17	$21,166	$16,653	-$4,513	-21%
Sheriff	State of Michigan	Annual Grant for Secondary Road Patrol	10/01/16	09/30/17	$248,002	$248,002	$0	0%
Sheriff	State of Michigan	Annual Grant for Marine Safety Programs	10/01/16	09/30/17	$3,402	$3,402	$0	0%
Sheriff	State of Michigan	Annual Grant for Emergency Management	10/01/16	09/30/17	$45,582	$52,135	$6,553	14%
Family Court	State of Michigan	Annual Child Care Agreement	10/01/16	09/30/17	$6,485,929	$6,755,241	$269,312	4%
FOC	State of Michigan	Annual Access and Visitation Grant	10/01/16	09/30/17	$5,200	$5,200	$0	0%
FOC	State of Michigan	Cooperative Reimbursement Grant	10/01/16	09/30/17	$3,112,958	$3,268,470	$155,512	5%

HUMAN SERVICES COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2016 COST	2017 PROJECTED	Proj. Increase over 2016	% Increase over 2016	Funding Source
Ingham County	Capital Area United Way	Annual Renewal of Contract for Central Michigan 2-1-1 Services	01/01/17	12/31/17	$ 45,750	$ 45,750	$0	0%	General Fund
Health Department	Volunteers of America	Homeless Day Center	10/01/16	09/30/17	$ 60,000	$ 45,000	-$15,000	-25%	General Fund
Health Department	Our Savior Lutheran Church	Food Pantry Operation - 1515 W. Holmes Road	10/01/16	09/30/17	$ 7,200	$ 7,200	$0	0%	General Fund

Revenue Contracts

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2016 REV	2017 PROJECTED	Proj. Increase over 2016	% Increase over 2016
VA	Michigan Veterans Trust Fund	Services Provided for Ingham County Trust Fund	10/01/16	09/30/17	$ 7,800	$ 7,800	$0	0%
VA	Michigan Veterans Trust Fund	Services Provided for Ingham Clinton County Trust Fund	10/01/16	09/30/17	$ 1,700	$ 1,700	$0	0%
VA	Clinton County	Services Provided to Clinton County	01/01/17	12/31/17	$ 35,604	$ 25,697	-$9,907	-29%

COUNTY SERVICES COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2016 COST	2017 PROJECTED	Proj. Increase over 2016	% Increase over 2016	Funding Source
Board of Commissioners	Granicus	Recording Software maintenance Monthly Manage Service	01/01/17	12/31/17	$6,500	$6,500	$0	0%	General Fund
Board of Commissioners	GovQA	FOIA Software	01/01/17	12/31/17	$17,700	$17,700	$0	0%	General Fund
Financial Services	Eagle Claims Management	Workers' Comp Third Party Administrator	01/01/17	12/31/17	$ 27,500	$ 27,500	$0	0%	Workers Comp
Financial Services	Infinisource	Employees' Flexible Spending Account Administrator	01/01/17	12/31/17	$ 17,500	$ 17,500	$0	0%	Employee Benefit
Road Department	Precision Systems	Accounting Software Licenses	01/01/17	12/31/17	$ 14,655	$ 14,655	$0	0%	Road Fund
Road Department	Midwestern Consulting	Traffic Signal Database Support	01/01/17	12/31/17	$ 1,200	$ 1,200	$0	0%	Road Fund
IT	BOSS	Annual Maintenance for Help Desk Software	01/01/17	12/31/17	$ 14,425	$ 14,425	$0	0%	Network Fund
IT	Calero Software	Verismart Software Maintenance for Phone System	08/30/17	08/30/18	$ 2,107	$ 2,128	$21	1%	Network Fund
IT	Mythics	Sun Server Maintenance Contract	03/30/17	03/30/18	$ 5,598	$ 5,654	$56	1%	Network Fund
IT	DLT	Solarwinds Network Monitoring	03/21/17	03/21/18	$ 1,615	$ 1,631	$16	1%	Network Fund
IT	Solarwinds	Dameware Remote Support Software	06/18/17	06/18/18	$ 450	$ 455	$5	1%	Network Fund
IT	HP Enterprise	Oracle Database Standard Edition - Processor Perpetual	02/20/17	02/20/18	$ 7,906	$ 7,985	$79	1%	Network Fund
IT	Service Express	Hardware Support Renewal for HP Servers	04/30/17	04/30/18	$ 3,936	$ 3,975	$39	1%	Network Fund
IT	CDWG	Annual Cost for Faronics Deepfreeze for the Ingham	03/01/17	03/01/18	$ 750	$ 757	$7	1%	Network Fund

REVENUE CONTRACTS

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2016 REV	2017 PROJECTED	Proj. Increase over 2016	% Increase over 2016
Equalization	State of Michigan	Annual Grant for Remonumentation Program	01/01/17	12/31/17	$85,000	$85,000	$0	0%

Agenda Item 17b

TO: Board of Commissioners Finance and Liaison Committees

FROM: Teri Morton, Budget Director

DATE: November 21, 2016

SUBJECT: Year End Adjustment and Contingency Fund Update
For the meeting agendas of 12/1/16 Law and Courts, 12/5/16 County Services, 12/6/16 Human Services, and 12/7/16 Finance

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BACKGROUND

The quarterly budget amendment process as authorized by the Board of Commissioners is necessary to make adjustments to the adopted budget. Usually, adjustments are made as a result of updated revenue and expenditure projections, grant revenues, reappropriations, accounting and contractual changes, and general housekeeping issues.

This resolution authorizes the County Controller, as part of the year end budgeting process, to make any necessary transfers among all budgeted funds, activities, and line items in order to comply with Public Act 621 (Uniform Budgeting & Accounting Act), and to balance the 2016 Budget. The General Fund budget will be adjusted to the amount of $82,862,858 for the fourth quarter of 2016.

FINANCIAL IMPACT

Detail of the the recommended adjustments to the Ingham County budget for the fourth quarter of fiscal year 2016 are attached. The total decrease to the General Fund is $145,450.

There are just two major adjustments this quarter. One is an additional appropriation of $100,000 to the Department of Health and Human Services Child Care fund for costs associated with Federal Audit findings. With State matching funds, the total increase to the budget will be $200,000. The general fund portion will be funded from the 2016 contingency account.

The second adjustment is a decrease to State Prisoner Care revenue of $145,450, as the result of the abruptly canceled contract for leased Jail beds by the State of Michigan. This will also be funded from the 2016 contingency account.

There are also a few adjustments in the Machinery and Equipment Revolving Fund for replacement computer equipment and copiers. Funds are available for these purchases through accumulated chargebacks to departments.

OTHER CONSIDERATIONS

Also included is an update of contingency fund spending so far this year. The current contingency amount is $245,450. If this resolution is approved as presented, the 2016 contingency account will be depleted. The attached document details how the Board has allocated the contingency funds throughout the year, beginning with a balance of $350,000.

RECOMMENDATION

Adoption of this resolution is recommended.

2016 CONTINGENCY

Adopted Contingency Amount	$350,000
R16-165: BOC Temporary Employee for FOIA	(4,550)
R16-269: VOA New Hope Day Shelter	(30,000)
R16-362: DHHS Additional Appropriation	(50,000)
R16-421: Temporary Assistant Prosecutor	(20,000)
Proposed 4th Quarter/Year End Adjustment	(245,450)
Current Contingency Amount	**$0**

Agenda Item 17b

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE CONTROLLER TO MAKE YEAR END BUDGET ADJUSTMENTS

WHEREAS, the Board of Commissioners adopted the 2016 Budget on October 27, 2015 and has authorized certain amendments since that time, and it is now necessary to make some adjustments as a result of updated revenue and expenditure projections, fund transfers, reappropriations, accounting and contractual changes, errors and omissions, and additional appropriation needs; and

WHEREAS, the Liaison Committees and the Finance Committee have reviewed the proposed budget adjustments prepared by the Controller's staff and have made adjustments where necessary; and

WHEREAS, Public Act 621 of 1978 requires that local units of government maintain a balanced budget and periodically adjust the budget to reflect revised revenue and expenditure levels; and

WHEREAS, the Board of Commissioners annually authorizes the Controller to make necessary year end transfers to comply with state statute.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the Controller to make the necessary transfers to adjust revenues and expenditures in the following funds, according to the attached schedules:

FUND	DESCRIPTION	2016 BUDGET 11/15/16	PROPOSED CHANGES	PROPOSED BUDGET
101	General Fund	$83,008,308	($145,450)	$82,862,858
288	DHHS – Child Care	4,212,707	200,000	4,412,707
664	Mach. & Equip. Revolving	1,391,998	14,778	1,406,776

BE IT FURTHER RESOLVED, that the Controller is authorized to make necessary transfers among all budgeted funds, activities, and line items in order to comply with the state statute and to balance the 2016 Ingham County General Fund budget at $82,862,858.

GENERAL FUND REVENUES

	2016 Budget – 11/15/16	Proposed Changes	2016 Proposed Budget
Tax Revenues			
County Property Tax	44,782,645		44,782,645
Property Tax Adjustments	(150,000)		(150,000)
Delinquent Real Property Tax	15,000		15,000
Unpaid Personal Property Tax	(10,000)		(10,000)
Industrial Facility Tax	300,000		300,000
Trailer Fee Tax	15,000		15,000
Intergovernmental Transfers			
State Revenue Sharing	6,088,744		6,088,744
Convention/Tourism Tax - Liquor	1,395,224		1,395,224
Court Equity Fund	1,490,000		1,490,000
Use of Fund Balance	5,128,068		5,128,068
Department Generated Revenue			
Animal Control	710,636		710,636
Circuit Court - Family Division	1,016,625		1,016,625
Circuit Court - Friend of the Court	562,000		562,000
Circuit Crt - General Trial	2,467,390		2,467,390
Controller	3,170		3,170
Cooperative Extension	2,500		2,500
County Clerk	632,210		632,210
District Court	2,674,448		2,674,448
Drain Commissioner/Drain Tax	394,758		394,758
Economic Development	56,640		56,640

Elections	247,677		247,677
Emergency Operations	53,582		53,582
Equalization /Tax Mapping	10,100		10,100
Facilities	172,957		172,957
Financial Services	89,673		89,673
Health Department	120,000		120,000
Human Resources	42,368		42,368
Probate Court	277,178		277,178
Prosecuting Attorney	602,452		602,452
Register of Deeds	2,036,729		2,036,729
Remonumentation Grant	87,454		87,454
Sheriff	6,007,197	(145,450)	5,861,747
Treasurer	5,222,133		5,222,133
Tri-County Regional Planning	63,921		63,921
Veteran Affairs	399,829		399,829
Total General Fund Revenues	**83,008,308**	**(145,450)**	**82,862,858**

GENERAL FUND EXPENDITURES

	2016 Budget - 11/15/16	Proposed Changes	2016 Proposed Budget
Board of Commissioners	556,179		556,179
Circuit Court - General Trial	8,613,169		8,613,169
District Court	3,175,311		3,175,311
Circuit Court - Friend of the Court	1,594,800		1,594,800
Jury Board	1,199		1,199
Probate Court	1,485,465		1,485,465

Circuit Court - Family Division	5,489,400	5,489,400
Jury Selection	134,467	134,467
Elections	537,562	537,562
Financial Services	773,589	773,589
County Attorney	445,143	445,143
County Clerk	955,772	955,772
Controller	934,739	934,739
Equalization/Tax Services	729,444	729,444
Human Resources	748,469	748,469
Prosecuting Attorney	6,371,869	6,371,869
Purchasing	217,271	217,271
Facilities	2,078,574	2,078,574
Register of Deeds	751,832	751,832
Remonumentation Grant	87,454	87,454
Treasurer	540,495	540,495
Drain Commissioner	964,065	964,065
Economic Development	131,524	131,524
Community Agencies	220,000	220,000
Ingham Conservation District	8,190	8,190
Equal Opportunity Committee	500	500
Women’s Commission	500	500
Historical Commission	500	500
Tri-County Regional Planning	113,053	113,053
Jail Maintenance	215,600	215,600
Sheriff	20,361,228	20,361,228
Tri-County Metro Squad	75,000	75,000

Community Corrections	154,896		154,896
Animal Control	1,740,197		1,740,197
Homeland Sec./Emergency Ops.	204,115		204,115
Board of Public Works	300		300
Drain Tax at Large	430,000		430,000
Health Department	5,302,865		5,302,865
Community Health Centers	2,892,486		2,892,486
Jail Medical	1,921,190		1,921,190
Medical Examiner	359,075		359,075
Substance Abuse	701,927		701,927
Community Mental Health	1,897,161		1,897,161
Department of Human Services	1,974,769	100,000	2,074,769
Tri-County Aging	78,512		78,512
Veterans Affairs	551,795		551,795
Cooperative Extension	444,081		444,081
Library Legacy Costs	133,236		133,236
Parks and Recreation	1,566,141		1,566,141
Contingency Reserves	245,450	(245,450)	0
Legal Aid	20,000		20,000
2-1-1 Project	45,750		45,750
Community Coalition for Youth	27,000		27,000
Capital Improvements	2,154,999		2,154,999
Additional Pension Contribution	1,850,000		1,850,000
Total General Fund Expenditures	**83,008,308**	**(145,450)**	**82,862,858**

General Fund Revenues

Sheriff	Decrease State Prisoner Care revenue $145,450 based on current projections.

General Fund Expenditures

Dept. of Hlth/Human Svcs.	Increase general fund transfer up to $100,000 for costs associated with Federal Audit findings.
Contingency	Decrease contingency $145,450 to offset decreased Sheriff revenue and $100,000 for increased transfer to Department of Health and Human Services Child Care fund.

Non-General Fund Adjustments

DHHS Child Care (F288)	Increase general fund transfer up to $100,000 for costs associated with Federal Audit findings. Funds will be matched by the State of Michigan for a total budget of $200,000.
Mach./Equip. Revolving (F664)	Increase CIP upgrade funds for replacement of two copiers for the Road Department ($12,540), a laptop for Parks ($1,330), and a PC for the Budget Office ($908).