CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON
RYAN SEBOLT

VICE-CHAIRPERSON PRO-TEM
ROBIN NAEYAERT

FINANCE COMMITTEE
MARK GREBNER, CHAIR
BRYAN CRENSHAW
TODD TENNIS
THOMAS MORGAN
DERRELL SLAUGHTER
NATHAN TRIPLETT
RANDY SCHAFER

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE FINANCE COMMITTEE WILL MEET ON TUESDAY, NOVEMBER 20, 2018 AT 7:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

NOTE CHANGE IN DATE AND TIME

Agenda

Call to Order
Approval of the November 7, 2018 Minutes
Additions to the Agenda
Limited Public Comment

1. Clerk's Office – Resolution to Create Executive Assistant – County Clerk Position

2. Register of Deeds Office – Resolution to Authorize an Agreement to Film and Digitize Large Format Plat/Condominium Plans

3. Treasurer's Office
   a. Resolution Receiving Advice from the County Treasurer as to a Surplus which can be Transferred from the Delinquent Tax Revolving Fund to the Ingham County General Fund
   b. Resolution to Provide Funding for Low Income Tax Preparation

4. Equalization/Tax Mapping – Resolution to Amend the 2018 Apportionment Report

5. Animal Control
   a. Resolution to Accept a Two Seven Oh! Grant for Reimbursement of Diagnostic Testing
   b. Resolution Recommending Acceptance of a Donation from the Ingham County Animal Shelter Fund to Purchase Medical Equipment for the New Animal Shelter
   c. Resolution to Authorize the Cardinal Group II to Conduct Organization Wide Training with the Staff of the Ingham County Animal Control and Shelter

6. Health Department
   a. Resolution to Amend the Infectious Disease Physician Services Agreement with Michigan State University's College of Osteopathic Medicine – Tuberculosis Program
   b. Resolution to Authorize an Administrative Service Agreement with Blue Cross Blue Shield of Michigan at the Ingham County Jail
   c. Resolution to Authorize Renewal of a Collaborative, Services and Referral Agreement with Community Mental Health of Clinton, Eaton and Ingham Counties

7. Potter Park Zoo
   a. Resolution to Amend Potter Park Zoo Membership Benefits
   b. Resolution to Award a Contract to FD Hayes

8. Facilities Department – Resolution to Authorize Purchase Orders with DBI, FD Hayes and Vidcom for the Pretrial Office Expansion and Reconfiguration at the Grady Porter Building

9. Controller/Administrator's Office
   a. Resolution Approving Various Contracts for the 2019 Budget Year
   b. Resolution to Authorize Positions, Contracts and Other Expenses to Increase Treatment Programming as Authorized by the Justice Millage
   c. Resolution to Negotiate a Tax Sharing Agreement with Meridian Charter Township Downtown Development Authority
   d. Purchase of Real Property Pursuant to MCL 15.268(d) *(Closed Session)*

10. Board Referrals
   a. Notice of Public Hearing from the City of Lansing Concerning the Capital City Marker Redevelopment Project
   b. Notice of Public Hearing from the City of Lansing Concerning the Metro Place Park Brownfield Redevelopment Project
   c. Letter from Meridian Township Concerning the Proposed Amendments to the DDA Development Plan and Tax Increment Financing Plan

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 7, 2018
Draft Minutes

Members Present: Grebner, Crenshaw, Morgan, Tennis, and Schafer

Members Absent: Anthony

Others Present: Judge Thomas Boyd, Deb Fett, Melissa Buzzard, Rick Terrill, Jill Rhode, Greg Harris, Chris Trubac, Tim Dolehanty, Teri Morton, Michael Townsend, Lindsey LaForte, and others.

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

Approval of the October 17, 2018 Meeting Minutes

WITHOUT OBJECTION, CHAIRPERSON GREBNER STATED THE OCTOBER 17, 2018 MEETING MINUTES WERE APPROVED AS PRESENTED. Absent: Commissioner Anthony.

Additions to the Agenda

1. Sheriff's Office
   c. Resolution to Eliminate One Special Part-Time Deputy Court Officer Position Assigned to the 55th District Court and increase One Part-Time Court Officer Position in the 55th District to Full-Time

10. Controller/Administrator's Office
    d. Resolution to Authorize Agreements to Participate in a Self-Funded Prescription Drug Plan

Substitute –
3. Community Agencies – Resolution Authorizing 2019 Agreements for Community Agencies

Limited Public Comment

None.

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

1. Sheriff's Office
   a. Resolution to Purchase a Used 2018 Boston Whaler Boat for Ingham County Sheriff's Office Marine Patrol from Gull Lake Marine
   b. Resolution to Authorize a Contract with the Ingham County Sheriff's Office and Robertson Research Institute

c. Resolution to Eliminate One Special Part-Time Deputy Court Officer Position Assigned to the 55th District Court and increase One Part-Time Court Officer Position in the 55th District to Full-Time

2. Animal Control – Resolution to Accept a Bissell Pet Foundation Empty the Shelters Free Adoption Grant

3. Community Agencies – Resolution Authorizing 2019 Agreements for Community Agencies

4. MSU Extension – Resolution to Authorize an Agreement for Michigan State University Extension Services Between Michigan State University and Ingham County Approving the Annual Work Plan for 2019

6. Health Department
   a. Resolution to Authorize Amendment #1 to the 2018-2019 Comprehensive Agreement with the Michigan Department of Health and Human Services
   b. Resolution to Authorize an Agreement with the Michigan Department of Environmental Quality for 2018-2019
   c. Resolution to Establish a Trust and Agency Account for the Mason Capital Area Prescription Drug Task Force
   d. Resolution to Extend Kresge Agreement & Contract with Anker Elektra LLC

7. Equalization Department – Resolution Appointing Robert L. Francis as County Grant Administrator for the Ingham County Remonumentation Project

8. Innovation and Technology Department
   a. Resolution to Approve Renewal of Support from Core Technology
   b. Resolution to Approve the Purchase of Cyberark Endpoint Privilege Manager from CDW-G
   c. Resolution to Renew the Contract for Cell Phone Services from Verizon

9. Facilities Department
   a. Resolution to Authorize an Agreement with Lansing Tile & Mosaic, Inc. to Replace the Flooring in the Women's Health Two Lobby Areas and Hallway
   b. Resolution to Authorize a Purchase Order to Vidcom Solutions for the Installation of Card Swipes on the Second Floor Judicial Hallway Stairwell at the Veterans Memorial Courthouse (VMC)

10. Controller/Administrator's Office
   b. Resolution to Authorize Additional Payment to Plante Moran for Preparation of the 2018 Comprehensive Annual Financial Report
   c. Resolution to Authorize a Grant Between the State of Michigan, Michigan Indigent Defense Commission (MIDC), Department of Licensing and Regulatory Affairs (LARA) and Ingham County to Provide Funding to Assist the County in Complying with the Compliance Plan and Cost Analysis Approved by MIDC and Resolution #17-445

11. Board Referrals
    a. Assessing Officers Report for Industrial Facility Exemption Certificates for Delhi Charter Township for 2018
    b. Resolution from the Bay County Board of Commissioners in Opposition to Senate Bill 1031, a Bill to Amend 1893 PA 206, Entitled, "The General Property Tax Act"

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Anthony.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioner Anthony.

5. Parks Department – Resolution Authorizing Renewing 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

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. MORGAN, TO APPROVE THE RESOLUTION.

Commissioner Schafer stated that he had some questions about this resolution and the Spicer Group. He further stated that he had asked the Parks Department and received an answer.

Commissioner Schafer stated that he wanted to note that his concerns were addressed and he appreciated that. He further stated that he was ready to vote yes.

Chairperson Grebner stated that since Tim Morgan, Parks Department Director, was not at the meeting he would have to ask Melissa Buzzard, Parks and Trails Millage Coordinator, the hard questions. He further stated that wayfinding sign issue that had come up this summer was concerning.

Chairperson Grebner asked if that behavior would that be standard from Spicer Group and the Parks Department. He asked if the Board of Commissioners needed to be watching them.

Ms. Buzzard stated that it was a learning experience. She further stated that the Parks Department and Spicer Group were moving forward with a new plan and the RFP may now be split to allow a separate bid for design.

Ms. Buzzard stated that the Parks Department had a meeting with Spicer Group recently to discuss the importance of open communication.

Chairperson Grebner stated that he wanted to note that when he discussed the design portion of the signs he was referring to the graphics of the sign.

Commissioner Morgan stated that he wanted to compliment Chairperson Grebner for catching the potential high costs of the wayfinding signs. He further stated that the initial bid of $10,000 per sign was a bit shocking.

Commissioner Morgan stated that this was a reminder to look at the importance of watching contractors.

Commissioner Grebner stated that the wayfinding signs had not reached the point of choosing a bid, but it seemed that when they were having the discussion there was a roomful of people that agreed with the potential high price and he was the only one shocked by it. He further stated that it was not hard to catch and more people should have seen that price was insane.

Commissioner Schafer stated that he agreed with Commissioner Morgan's comments.

Discussion.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Anthony

10. Controller/Administrator's Office
    d. Resolution to Authorize Agreements to Participate in a Self-Funded Prescription Drug Plan

MOVED BY COMM. TENNIS, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE RESOLUTION.

Commissioner Schafer stated that he pulled the resolution to receive an overview because it was a late resolution and he wanted a bit more time to consider it. He further stated that he wanted to know if labor supported this.

Tim Dolehanty, Controller, stated that this had to do with the Health Insurance Pool that the County had agreed to join. He further stated that this resolution allowed the County to join the contract for the prescription drug side of the pool.

Mr. Dolehanty stated that this was a three part resolution and the County would be working with another company for the high cost prescription coverage. He further stated that the third part was the stop-loss coverage.

Mr. Dolehanty stated that he was convinced that if a couple of the especially drug employees took this offer it would result in a cost savings. He further stated that he expected that overall savings to be about $1 million.

Mr. Dolehanty stated that the specialty drug employees made up about 1% of the drug group, but there costs amount to about 50% of the total cost. He further stated that they only have until the end of the year to do this, so the item was a late item because it really was time sensitive.

Chairperson Grebner stated that a $1 million savings would likely not all be from the general fund. He asked how much the general fund would save.

Mr. Dolehanty stated that he was not exactly sure, but expected more than half of the $1 million to be from the general fund.

Commissioner Crenshaw stated that the overall savings for the County was $1 million. He asked what the projected savings for the County employees would be.

Mr. Dolehanty stated that it depended on if they were specialty drug users, but most employees would not see a change in the cost for prescriptions.

Commissioner Crenshaw stated that these changes were primarily for the specialty drug users and others would not see savings.

Mr. Dolehanty stated that because the County was entering a larger pool, the theory was that all of the costs would go down. He further stated that when buying diabetic drugs, now the County buy a certain quantity, but now the economy of scale increased in the pool and all costs should go down.

Mr. Dolehanty stated that due to the cost reduction the County would realize those savings and eventually be able to pass them along. He futher stated that the out-of-pocket costs would remain the same.

Commissioner Crenshaw stated that the copay and out-of-pocket costs would be the same.

Mr. Dolehanty stated that the County could reduce the cost of the premiums and pass that savings along in about three years.

Commissioner Tennis stated that the generator of savings was driven by being a member of a larger pool which drove costs down. He further stated that the County would also be purchasing stop loss protection to keep the County from going over a certain amount of costs.

Commissioner Tennis stated that this plan made a lot of sense. He further stated that it was a commentary on the state of the health care system, that much of a difference in a cost of a drug was driven by market power.

Commissioner Tennis stated that he was glad the County was taking advantage of that advantage, but sorry that the County had to do so.

Commissioner Schafer asked if labor was supportive of this plan.

Mr. Dolehanty stated that his Office and labor representatives have one more meeting concerning this issues but at this point supportive. He further stated that moving into the next year they will be meeting monthly to keep everyone up to speed.

Commissioner Schafer stated that he would like to thank Mr. Dolehanty for bringing this item forward.

Mr. Dolehanty stated that he was sorry for having it as a late item.

Chairperson Grebner stated that health care cost administration at the County was like an M.C. Escher print where the County was running up and up the hill and once at the top the County found that they were again at the bottom.

Chairperson Grebner stated that the County was always reforming, always saving money, and then always needing more reforms.

Commissioner Tennis stated that in 10 years a managed care plan will likely come in and save money and the County will change again.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Anthony

10. Controller/Administrator's Office
    a. Annual Debt Financing Report *(Informational Item)*

Mr. Dolehanty stated that the Debt Financing Policy reviewed the report.

Chairperson Grebner stated that the County had always done its best to avoid debt.

Announcements

Michael Townsend, Budget Director, stated that he would like to remind the Committee that their next meeting would be on Tuesday, November 20, at 7:00 p.m. due to the Thanksgiving holiday.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:23 p.m.

NOVEMBER 20, 2018 FINANCE AGENDA
STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

The Controller's Office recommends approval of the following resolutions:

1. **Clerk's Office** – *Resolution to Create Executive Assistant – County Clerk Position*

The County Clerk seeks to create a new Executive Assistant position. Under the supervision of the County Clerk, persons employed in this position would serve as a confidential, personal assistant to the County Clerk and other staff as assigned; provide a variety of administrative support services; coordinate the processing of Concealed Pistol Licenses (CPLs); and perform backup duties for the Recording Secretary and Deputy County Clerks.

The Reorganization Procedure Policy allows Department Heads to propose new positions through the annual budget process or by way of a budget amendment. Budget amendments are processed through standing liaison committees and the Finance Committee. Department Heads are required to propose a funding source for each new position proposed. No department may create a position, grant funded or otherwise, unless the Board of Commissioners has approved the position and appropriated the necessary funds. Each of these requirements are fully addressed in an attached memorandum presented by the Chief Deputy County Clerk.

2. **Register of Deeds' Office** – *Resolution to Authorize an Agreement to Film and Digitize Large Format Plat/Condominium Plans*

The Register of Deeds Office is required to have all recorded documents preserved on film. The office does not have the capability to scan large plats and must instead work with a vendor that can scan and film large documents to meet preservation requirements. The Register of Deeds seeks approval of a resolution to authorize an agreement to film and digitize large-format plat/condominium plans at a cost not to exceed $8,592.01.

3a. **Treasurer's Office** – *Resolution Receiving Advice from the County Treasurer as to a Surplus which can be transferred from the Ingham County Delinquent Tax Revolving Fund to the Ingham County General Fund*

This resolution authorizes the Ingham County Treasurer to transfer $2,500,000 from the DTRF to the General Fund as of December 15, 2018. Any further transfers of surplus amounts will be specifically approved after recommendation by the Ingham County Treasurer by resolution of the Board of Commissioners.

3b. **Treasurer's Office** – *Resolution to Provide Funding for Low Income Tax Preparation*

The Capital Area United Way coordinates a Volunteer Income Tax Assistance (VITA) income tax preparation program for low and moderate-income citizens. A request for funding a coordinator position, to be hosted and administered by the United Way, is being made to the Counties of Clinton, Eaton and Ingham and the City of Lansing. The County Treasurer seeks approval of a resolution to offer Board concurrence with the use of $12,500 from the Delinquent Tax Administration fund for this purpose.

4. **Equalization/Tax Mapping** – *Resolution to Amend the 2018 Apportionment Report*

The adopted resolution #18-414 is amended by substituting the attached statement of taxable valuations and mills apportioned to the various units in Ingham County for the year 2018.

5a. **Animal Control** – *Resolution to Accept a Two Seven Oh! Grant for Reimbursement of Diagnostic Testing*

This resolution would approve the acceptance of a grant to reimburse the Ingham County Animal Control and Shelter (ICACS) for diagnostic testing fees up to $2,500 from the Two Seven Oh! Foundation. Diagnostic tests reimbursed by the grant include blood tests for pre-op animals, X-rays done at offsite veterinary clinics and other blood panels used to test for illness and medical concerns for the animals in the Shelter's care.
See memo for details.

5b. **Animal Control** – *Resolution Recommending Acceptance of a Donation from the Ingham County Animal Shelter Fund to Purchase Medical Equipment for the New Animal Shelter*

This resolution would authorize the acceptance of a donation of up to $110,000 from the Ingham County Animal Shelter Fund (ICASF) which will be used to purchase medical equipment that will be built-in to the new shelter. ICASF initiated a Capital Campaign in March 2018 with a goal of raising $300,000, and the fund raising goal has been reached.

The balance of the Capital Campaign funds will be held by ICASF for a period of six months from the time of occupancy of the new shelter and can be used to purchase additional items necessary for the new shelter that are not currently allotted for or are unforeseen at this time. After six months from the time of occupancy, any remaining Capital Campaign funds will then revert to unrestricted funds with ICASF for future donations to the shelter's needs for medical care, public programs, etc. as guided by ICASF's mission statement.

A list of the equipment to be purchased is included in the resolution. See memo for details.

5c. **Animal Control** – *Resolution to Authorize the Cardinal Group II to Conduct Organization Wide Training with the Staff of the Ingham County Animal Control and Shelter*

This resolution would authorize organization wide training for Ingham County Animal Control and Shelter (ICACS) staff with the Cardinal Group II. This training is recommended to address the continuing leadership and organizational culture issues that have undermined the ability of ICACS to cultivate a healthy work environment and to achieve its service delivery potential. The training will focus on improving communication and teamwork among all levels of the organization.

The cost of the training is $39,900, plus materials costs of up to $7,000, to be funded from the 2019 contingency account. The training proposal is included in the agenda packet. Similar training by the Carinal Group at the 9-1-1 Center has been very well received by employees and management.

See memo for details.

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

This resolution renews the agreement with Michigan State University's College of Osteopathic Medicine (MSU COM) to provide specialty physician services to patients with active tuberculosis at ICHD's River Oak location. ICHD is obligated under the Public Health Code 333.5115 (4), 333.5301 (1) and 333.5307, to ensure the provision of treatment for patients with active tuberculosis within its jurisdictions. Historically, MSU COM has provided specialty physician services to patients with active tuberculosis within Ingham County. The current agreement expires December 31, 2018. This new agreement will be effective January 1, 2019 through December 31, 2021. The renewal of this agreement will allow these specialty services to continue at ICHD's River Oak location at a rate of $165.00 per hour up to a maximum of twelve hours per month. All costs associated with this agreement have been accounted for in the FY 19 budget.

6b. **Health Department**- *Resolution to Authorize an Administrative Service Agreement with Blue Cross Blue Shield of Michigan at the Ingham County Jail*

This resolution authorizes the Blue Cross Blue Shield of Michigan (BCBSM) agreement by executing Schedule A, Schedule A – Exhibit 1, and Schedule B (BlueCard Disclosures Inter-Plan Arrangements) effective December 1, 2018 through November 30, 2019. ICHD and BCBSM entered into an agreement in 1996 wherein BCBSM would pay the claims of health care services provided to inmates of the Ingham County Jail. The agreement is updated annually by executing Schedule A – Administrative Service Contract (ASC), Schedule A – Exhibit 1, and Schedule B (BlueCard Disclosures Inter–Plan Arrangements).

6c. **Health Department**- *Resolution to Authorize Renewal of a Collaborative, Services and Referral Agreement with Community Mental Health of Clinton, Eaton and Ingham Counties*

This resolution renews the collaborative, services, and referral agreement with CMH-CEI effective October 1, 2018 through September 30, 2019, with an automatic renewal annually. The total cost of the agreement shall include seven full time (7.0 FTE) mental health therapists, psychiatric evaluations, and a 0.75 FTE mental health therapist supervisor, for a total agreement cost not to exceed $720,000 annually**.** Cost of this agreement will be covered through patient revenue for behavioral health services, and the Substance Abuse Disorder and Mental Health funding, as authorized through Resolution #18-446.

7a. **Potter Park Zoo** – *Resolution to Amend Potter Park Zoo Membership Benefits*

The Potter Park Zoological Society (PPZS) is a support organization that actively raises funds for Potter Park Zoo. On March 14, 2017 the Board of Commissioners approved an agreement with PPZS to allow for a revenue sharing formula for memberships, education programs and events (Resolution #17-067). The Potter Park Zoo Director recommends approval of a resolution to include an additional benefit of reciprocity with Impression 5 Science Center members during the month of September. Reciprocity with Impression 5 Science Center would create an opportunity for increased Zoo membership sales as well as increased revenue in the gift shop and restaurant.

7b. **Potter Park Zoo** – *Resolution to Award a Contract to FD Hayes*

In the event of a power outage portable generators must be available for immediate use to assure the welfare of animals at Potter Park Zoo. Zoo personnel recently identified need of a transfer switch at the rhino holding barn to assure safe, efficient transition to/from generator power as needed. Potter Park Zoo recommends approval of a resolution to award a contract to FD Hayes for installation of a generator switch at a cost not to exceed $5,350.

8. **Facilities Department** – *Resolution to Authorize Purchase Orders With DBI, FD Hayes, and Vidcom for the Pretrial Office Expansion and Reconfiguration at the Grady Porter Building*

The addition of a Pretrial Services Clerk and a Pretrial Investigator requires an expansion and reconfiguration of office space for the Pretrial Services Division. DBI, an authorized vendor, will provide the furniture and moveable walls; FD Hayes will provide data cable installation; and VidCom Solutions will provide and install security cameras. The Facilities Department recommends approval of a resolution to authorize purchase orders to complete this project at a cost not to exceed $64,144.64.

9a. **Controller's Office** – *Resolution Approving Various Contracts for the 2019 Budget Year*

This resolution will approve the attached list of contracts for the 2019 budget year. The list consists only of contracts that are included in the 2019 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 (2.4% for 2019) or 1%, whichever is greater to determine if the contract falls within the Board of Commissioners' Guidelines. Expenditure contracts with a 2019 increase of 2.4% or less are the only ones included in this resolution. All others will have to be presented separately by resolution.
See memo for details.

9b. **Controller's Office** – *Resolution to Authorize Positions, Contracts and Other Expenses to Increase Treatment Programming as Authorized by the Justice Millage*

This resolution would authorize programs totaling $911,242, to be funded from proceeds of the Justice Millage "for the treatment of substance addictions, treatment of mental illness, and reduction of re-incarceration among arrested persons," as approved in the millage ballot language. These recommendations for funding are the culmination of discussions at the Law and Courts Committee in 2017 and 2018, as well as a workgroup comprised of representatives from 30th Circuit Court, 55th District Court, Community Corrections, Community Mental Health, Ingham County Health Department, Ingham County Sheriff's Office, the Board of Commissioners Office, and the Controller's Office.

Programs recommended for funding include Community Mental Health Correctional Assessment and Treatment Services (CATS) - $452,650 to provide mental health therapy and case management services and to coordinate care and increase collaboration at the Ingham County Jail and Ingham County Health Department/Jail Medical; Community Based Programs - $120,600 to fund electronic monitoring, substance abuse assessment and psychological evaluation, day reporting, and MRT – Cognitive Behavioral Change;

Ingham County Health Department Pathways to Care Program - $95,000 to continue previously grant funded services in a client-centered approach to inmates who have a current or past history of opioid use; Ingham County Sheriff's Office/Jail - $99,000 to fund Break Out/MRT, trauma centered yoga, restorative justice, inmate garden initiative, educational DVDs, and seeking safety; and $175,377 to expand services provided by the Circuit Court/Pretrial Services division.

9c. **Controller's Office** – *Resolution to Negotiate a Tax Sharing Agreement with Meridian Charter Township Downtown Development Authority*

The Meridian Charter Township Downtown Development Authority (DDA) seeks approval of a Tax Increment Finance (TIF) plan for a period of 20 years. The DDA is permitted by statute to capture certain tax revenue from various taxing authorities such as Ingham County to offset DDA expenditures. Unlike traditional tax capture programs, the Meridian Township DDA proposes a plan to annually release an additional 2.14% above the baseline taxable value. Before holding a required public hearing on the TIF plan, the DDA is required to fully inform impacted taxing jurisdictions (such as Ingham County) of the fiscal and economic implications of the proposed development area. State statute allows the DDA to enter into agreements with the taxing jurisdictions to share a portion of the captured assessed value of the district (MCL 125.1664(4)). By policy, Ingham County does not permit the capture of county property tax revenues in any new or amended development district unless the Board of Commissioners has approved a tax sharing agreement with the affected development district and the affected municipality. On November 9, 2018 the County Economic Development Corporation recommend approval Tax Sharing Agreement for the DDA. A resolution is offered that would direct the Controller and Corporation Counsel to negotiate the terms of a Tax Sharing Agreement with Meridian Charter Township and Meridian Charter Township DDA.

PRESENTATION/DISCUSSION/OTHER ITEM:

9d. **Controller's Office** – *Purchase of Real Property Pursuant to MCL 15.268(d) (Closed Session)*

10a. **Board Referrals** - Notice of Public Hearing from the City of Lansing Concerning the Capital City Marker Redevelopment Project

10b. **Board Referrals -** Notice of Public Hearing from the City of Lansing Concerning the Metro Place Park Brownfield Redevelopment Project

10c. **Board Referrals -** Letter from Meridian Township Concerning the Proposed Amendments to the DDA Development Plan and Tax Increment Financing Plan

Agenda Item 1

TO: Ingham County Board of Commissioners

FROM: Chief Deputy County Clerk Ryan Buck

DATE: November 2, 2018

SUBJECT: Resolution to Create Executive Assistant – County Clerk Position

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BACKGROUND

During the 2019 budget development process, Clerk Byrum requested the addition of two FTE Deputy County Clerk positions. At the September 12, 2018 Finance Committee Budget Hearing, Clerk Byrum reduced her request to one FTE Deputy County Clerk position and stated her intent to create an Executive Assistant position.

In accordance with the Reorganization Policy, the Human Resources Department and Budget Office were engaged for assistance.

A position description for an Executive Assistant – County Clerk was created and scored as MCF 5 (2018 Salary Range: $40,880 – $49,072). Please see Attachment 1 Human Resources Memo of Analysis.

The proposed reorganization was a discussion item at the November 8, 2018 County Services Committee meeting.

Attachment 1 --------- Human Resources Memo of Analysis
Attachment 2 --------- Budget Office 2018 and 2019 Personnel Cost Projections

FINANCIAL IMPACT

This position would be funded by the Concealed Pistol Licensing (CPL) Fund, not the General Fund.

According to the Budget Office, as of October 8, 2018, the CPL Fund balance sits at $167,415 with revenues averaging around $80,000 annually.

Please note that Deputy Controller Teri Morton advised at the September 12, 2018 Finance Committee budget meeting that there was about $69,000 revenue over expenses when it came to CPLs.

The Budget Office provided the following personnel cost projections:

Personnel Cost Projection	Step 1	Step 5
2018	$77,964	$89,679
2019	$79,564	$91,560

Please see Attachment 2, below, for the full cost projection.

OTHER CONSIDERATIONS

None

RECOMMENDATIONS

I respectfully request approval.

MEMO ATTACHMENT 1

INGHAM COUNTY
HUMAN RESOURCES DEPARTMENT

TO: Barb Byrum, Ingham County Clerk

FROM: Joan Clous, Human Resources Specialist

DATE: October 5, 2018

RE: Memo of Analysis to create new position with the County Clerk's Office

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Regarding the creation of a new position within the County Clerk's Office, Human Resources can confirm the following information:

1. The newly created position of Executive Assistant has been determined to fall within the scope of the MCF jobs and was classified at a MCF level 5 ($40,880.03 to $49,071.88)

Please use this memo as acknowledgement of Human Resources' participation and analysis of your reorganization proposal. You are now ready to move forward as a discussion item and contact budget for a budget analysis.

If I can be of further assistance, please email or call me (887-4374).

Address: 5303 S. Cedar Street, Suite 2102, Lansing, MI 48911-3895 | Telephone: 517.887.4328
Fax: 517.887.4396 | Email: HR@ingham.org | Website: http://pe.ingham.org

Equal Opportunity Employer

MEMO ATTACHMENT 2

2018 PERSONNEL COST PROJECTION

	MCF Grade 5 Step 1	MCF Grade 5 Step 5
WAGES	$40,880	$49,072
UNEMPLOYMENT	204	245
FICA	3,127	3,754
HEALTH	14,894	14,894
DENTAL	922	922
VISION	124	124
LIFE	86	86
RETIREMENT	11,618	13,946
CURRENT RETIREE HLTH	3,447	3,447
FUTURE RETIREE HLTH	1,840	2,208
WORKER COMP	20	25
DISABILITY	53	64
SEPARATION	715	859
CARES	33	33
TOTAL	$77,964	$89,679

2019 PERSONNEL COST PROJECTION

	MCF Grade 5 Step 1	MCF Grade 5 Step 5
WAGES	$41,289	$49,563
UNEMPLOYMENT	206	248
FICA	3,159	3,792
HEALTH	15,067	15,067
DENTAL	936	936
VISION	132	132
LIFE	86	86
RETIREMENT	12,011	14,418
CURRENT RETIREE HLTH	3,447	3,447
FUTURE RETIREE HLTH	1,858	2,230
LIABILITY	563	676
DISABILITY	54	64
SEPARATION	723	867
CARES	33	33
TOTAL	$79,564	$91,560

Agenda Item 1

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO CREATE EXECUTIVE ASSISTANT – COUNTY CLERK POSITION

WHEREAS, the County Clerk has expressed interest in creating the position of Executive Assistant – County Clerk to assist with the efficient operations of the County Clerk's Office; and

WHEREAS, the Concealed Pistol Licensing Fund (Fund 262) is an appropriate source to fund the position (MCF 5, 2018 Salary Range: step 1, $40,880 – step 5, $49,072; 2018 Personnel Cost Projection: step 1, $77,964 – step 5, $89,679); and

WHEREAS, the County Clerk has approved the use of the Concealed Pistol Licensing Fund (Fund 262) to fund the position; and

WHEREAS, the County Clerk's Office has complied with the Reorganization Policy.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby establishes the position of Executive Assistant – County Clerk, utilizing the attached position description (Attachment A), with all the duties and responsibilities inherent in that position, effective as of the date of this resolution.

BE IT FURTHER RESOLVED, that the funding source for this position shall be the Concealed Pistol Licensing Fund (Fund 262).

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

Agenda Item 2

TO: County Services and Finance Committees

FROM: Derrick Quinney, Register of Deeds

DATE: November 6, 2018

SUBJECT: Resolution to Authorize an Agreement to Film and Digitize Large Format Plat/Condominium Plans for the Register of Deeds Office

For the meeting agendas of November 20, 2018 & November 21, 2018

BACKGROUND

The Ingham County Register of Deeds Office is required to have all recorded documents preserved on film. While letter-sized and legal-sized documents are easily scanned, digitized and electronically transmitted directly from our recording software to our filming vendor, this task with plats or condominium plans is not as easy. Typically plats and condominium plans can be as large as 2 feet by 3 feet in size. Since we do not have the capability to scan this large of a document in our office, we are required to work with a vendor that can scan and film these large documents so we can meet the preservation requirement. The recording software we currently use also has the capability for us to import these images, thus making possible for these plat and condominium plans to be searchable within our public searches and eventually available for purchase.

ALTERNATIVES

It is required that the Register's Office film all documents recorded; therefore, it is not really an option to film our records.

FINANCIAL IMPACT

Scan, Capture, Image Processing & Archiving *Includes Scanning, Image Cropping, Border Removal, Image Enhancements, Grouping/Naming of Images & Roll Film*	$7,545.71
Project Resource Management & Import	$1,046.30
Total Investment	**$8,592.01***

The funding for the project will come from the Register of Deeds Automation/Technology Fund 25626800-616010.

* This amount is based on an estimate of the number of pages to be filmed/digitized. The final amount will be determined when the project is completed.

OTHER CONSIDERATIONS

Approving this project will allow the Register of Deeds Office to have the required filming of these large documents take place, as well as, begin the process of providing a digital image of these large plans. Making these images available digitally, would eventually reduce the need for two sets of film (original film will be sent to our off-site storage facility for preservation, the copy of the film is needed to print copies in the office as requested) to one set of film.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

Agenda Item 2

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT TO FILM AND DIGITIZE LARGE FORMAT PLAT/CONDOMINIUM PLANS

WHEREAS, the Register of Deeds Office is required to have all instruments recorded preserved on film; and

WHEREAS, plats and condominium plans are typically submitted on paper or mylar that measures approximately, 2 feet by 3 feet in size; and

WHEREAS, the Register of Deeds Office does not have the capability to scan these large documents internally; and

WHEREAS, the current recording software allows for these large plans imported, thus making it possible for these plats and condominium plans searchable within the Register of Deeds public search software for copy purchases.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes an agreement with Fidlar Technologies from the Automation Fund for filming and digitization of large format documents for the Register of Deeds Office.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an amount not to exceed $10,000.00, with the final amount to be determined at the completion of the project be paid from the Register of Deeds Automation Fund 25626800-616010.

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

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

Agenda Item 3a

Introduced by the Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION RECEIVING ADVICE FROM THE COUNTY TREASURER AS TO A SURPLUS WHICH CAN BE TRANSFERRED FROM THE DELINQUENT TAX REVOLVING FUND TO THE INGHAM COUNTY GENERAL FUND

WHEREAS, Section 87b(7) of Act No. 206, Michigan Public Acts of 1893, as amended ("Act 206") authorizes the Board of Commissioners to transfer to the Ingham County General Fund any surplus in the Treasurer's Delinquent Tax Revolving Fund (the "DTRF") by appropriate action of the Board of Commissioners; and

WHEREAS, the Ingham County Controller, has recommended that $2,500,000 be transferred from the DTRF to the General Fund in the current fiscal year; and

WHEREAS, the Ingham County Treasurer has reviewed the amounts which are currently available in the DTRF and with the amounts which will be provided from the issuance of General Obligation Limited Tax Notes, Series 2019 "the 2019 Borrowing" has determined that $2,500,000 may be transferred to the General Fund as of December 15, 2018; and

WHEREAS, Ingham County Treasurer hereby declares that a surplus of at least $2,500,000 exist in the DTRF.

THEREFORE BE IT RESOLVED, by the Board as follows:

1. The Ingham County Treasurer is authorized to transfer $2,500,000 from the DTRF to the General Fund as of December 15, 2018.

2. Any further transfers of surplus amounts will be specifically approved after recommendation by the Ingham County Treasurer by resolution of the Board of Commissioners.

Agenda Item 3b

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO PROVIDE FUNDING FOR LOW INCOME TAX PREPARATION

WHEREAS, the Capital Area United Way (CAUW) coordinates a Volunteer Income Tax Assistance (VITA) income tax preparation program for low and moderate income citizens; and

WHEREAS, the VITA effort has successfully assisted thousands of low and moderate income taxpayers and helped achieve annual refunds of almost $4 million dollars, including substantial amounts from the Earned Income Tax Credit; and

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

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

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

THEREFORE BE IT RESOLVED, that the County Board of Commissioners authorizes funding for the CAUW's VITA coordination efforts in 2019 of $12,500 from the Delinquent Tax Administration fund (516-25601).

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

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

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

Agenda Item 4

To: Finance Committee

From: Robert Francis, Deputy Director
Ingham County Equalization/Tax Mapping

Date: November 7, 2018

Subject: 2018 Ingham County Amended Apportionment Report

The Board of Commissioners approved the 2018 Apportionment Report at its meeting on October 9, 2018, Resolution #18-414.

Election results make it necessary to amend the Apportionment Report for Delhi Township and Ingham County itself. In addition, White Oak Township originally submitted an incorrect levy. That has also has been amended.

The Apportionment Report as amended will be distributed to the Finance Committee prior to the meeting on Tuesday, November 20, 2018.

Please feel free to contact me with any questions.

Agenda Item 4

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND THE 2018 APPORTIONMENT REPORT

WHEREAS, the 2018 Apportionment Report was approved by Resolution #18-414 on October 9, 2018; and

WHEREAS, as a result of the election held on November 6, 2018 it is necessary to amend the Apportionment Report.

THEREFORE BE IT RESOLVED, that Resolution #18-414 is amended by substituting the attached statement of taxable valuations and mills apportioned to the various units in Ingham County for the year 2018.

INGHAM COUNTY APPORTIONMENT REPORT
STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED
BY THE BOARD OF COMMISSIONERS FOR THE YEAR 2018
AMENDED NOVEMBER 27, 2018

This report is used under the authority of P.A. 282 of 1905. Filing of this report is mandatory. Failure to complete and file this report may result in a penalty of $100.

L-4402

		Millages			
			Extra Voted		
1 Taxing Authorities	2 2018 Real and Personal Taxable Value	3 Separate or Allocated	4 Operating	5 Bldg./Site/Debt	6 Purpose
State Education Tax	7,743,123,736	6.0000			
County Operating	7,792,219,116	6.7670			
Indigent Veterans Relief Fund	7,792,219,116		0.0330		
Animal Control	7,792,219,116		0.2400		
Public Transportation	7,792,219,116		0.6000		
Emergency 911	7,792,219,116		0.8500		
Parks & Trails	7,792,219,116		0.5000		
Juvenile Justice	7,792,219,116		0.6000		
Potter Park Zoo	7,792,219,116		0.4100		
Farmland Preservation	7,792,219,116		0.1400		
Jail/Justice	7,792,219,116		0.8500		
Health Services	7,792,219,116		0.3500		
TOWNSHIPS:					
Alaiedon Township	208,705,609	0.8314			
Aurelius Township	150,133,515	0.8201		.5000	Fire
Bunker Hill Township	82,867,255	1.0000			
Delhi Charter Township	764,836,279		4.2981	4.4922	Fire, Police, EMT Equip, Trails
Ingham Township	77,259,457	0.9997			
Lansing Charter Township	296,193,695		8.5065	0.5000	Sidewalk
Leroy Township	124,562,445	0.8062			
Leslie Township	97,370,400	1.0000		.8895	Fire
Locke Township	75,397,567	0.9982			
Meridian Charter Township	1,760,492,416		4.1670	4.8337	Comm Serv, Bike Path, Fire, Police, Parks,Roads.CATA
Onondaga Township	83,958,629	0.9967			
Stockbridge Township	270,750,087	0.7810			
Vevay Township	135,287,156	1.0000			
Wheatfield Township	75,771,706	0.9968			
White Oak Township	73,520,154	1.0000			
Williamstown Township	242,180,215	0.9967			

continued on page 2

INGHAM COUNTY APPORTIONMENT REPORT
STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED BY THE BOARD OF COMMISSIONERS FOR THE YEAR 2018
AMENDED NOVEMBER 27, 2018

L-4402

7 Taxing Authorities	8 2018 Real & Personal Taxable Value	9 2018 Total Tax Rates	10 DOLLARS OF AD VALOREM TAXES LEVIED
CITIES:			
East Lansing	930,361,298	22.1267	20,585,825
Lansing	1,964,183,657	19.7000	38,694,418
Lansing-Renaissance Zone	38,205,544	.2600	9,933
Leslie	37,841,285	16.6000	628,165
Mason	230,038,120	15.2500	3,508,081
Williamston	110,508,171	15.0933	1,667,933
Williamston-Ren Zone	(expired)		
Village Rates:			
Dansville	10,826,812	8.2500	89,321
Stockbridge	26,834,944	12.7400	341,877
Webberville	49,180,100	13.2000	649,177

It is important that all city ad valorem taxes be entered on this sheet, County Board of Commissioners do not certify City or Village tax rates. These rates are for information purposes only. List all school districts on page 4.

CERTIFICATION

I hereby certify that this report is a true statement of the taxable valuations of each assessing district and of all ad valorem millages apportioned by the County Board of Commissioners of the

County of Ingham for the year 2018 .

_____

Ingham County Equalization

NOTARIZATION

_____ Notary Public

_____ County, Michigan

State of Michigan)
)ss
County of Ingham)

Subscribed before me this _____ day of _____ 2018

My Commission Expires: _____

continued on page 3

INGHAM COUNTY APPORTIONMENT REPORT
STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED
BY THE BOARD OF COMMISSIONERS FOR THE YEAR 2018

11 Taxing Authorities		12 Taxable Value	13 2018 Operating Tax Rates	14 2018 Debt Tax Rates
Capital Area Transportation Authority		**5,891,820,096**	3.0070	
Delhi Charter	764,836,279			
Lansing Charter	296,193,695			
Meridian Charter	1,760,492,416			
C-East Lansing (Ingham)	930,361,298			
C-East Lansing (Clinton County)	114,955,806			
C-Lansing (Ingham County)	1,964,183,657			
C-Lansing (Eaton County)	60,796,945			
Capital Area District Library		**6,896,084,048**	1.5600	
Ingham County	6,854,502,010			
Eaton County	41,582,038			
Capital Regional Airport Authority		**7,868,336,330**	.6990	
Ingham County	7,792,219,116			
Eaton County	68,013,595			
Clinton County	8,103,619			
Lansing Township Downtown Dev. Authority		**111,381,390**	2.0000	
East Lansing Downtown Development Authority		**83,208,342**	1.7007	
Northern Ingham Emergency Services Authority		**628,420,104**	1.2467	.7454
Leroy	124,562,445			
Locke	75,397,567			
Wheatfield	75,771,706			
Williamstown	242,180,215			
C-Williamston	110,508,171			
Stockbridge Area Emergency Services Authority		**549,818,937**	1.6000	
Bunker Hill	82,867,255			
Stockbridge	270,750,087			
White Oak	73,520,154			
Jackson Co. (Waterloo Twp)	122,681,441			
Fowlerville District Library		**7,355,808**	1.3835	
Locke Township	801,341			
White Oak Township	6,554,467			

continued on page 4

STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED BY THE COUNTY BOARD OF COMMISSIONERS OF THE COUNTY OF INGHAM FOR THE YEAR 2018

This report is issued under the authority of P.A. 282 1905. Filing of this report is mandatory. Failure to complete and file this report may result in a penalty of $100.

L-4402

1			2	3	4	5	Millages Extra Voted		8
All Property	Non-Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City		6 Operating	7 Bldg/Site Sinking Fund	County Use Notes
73,255,993	8,881,960	-	**EATON RAPIDS**						
X			23050	Aurelius Twp	25,725,937			8.0000	
	X		23050	Aurelius Twp	2,789,802		17.8669		
			23050	Aurelius Twp	-		5.8669		
X			23050	Delhi Charter Twp	9,646,202			8.0000	
	X		23050	Delhi Charter Twp	1,475,466		17.8669		
			23050	Delhi Charter Twp	-		5.8669		
X			23050	Onondaga Twp	37,883,854			8.0000	
	X		23050	Onondaga Twp	4,616,692		17.8669		
			23050	Onondaga Twp	-		5.8669		
1,086,958,881	504,918,540	37,965,600	**EAST LANSING**						
X			33010	Lansing Charter Twp	198,842			8.2770	
	X		33010	Lansing Charter Twp	198,842		17.9795		
			33010	Lansing Charter Twp	-		5.9795		
X			33010	Meridian Twp	170,128,078			8.2770	
	X		33010	Meridian Twp	45,476,933		17.9795		
		X	33010	Meridian Twp	344,200		5.9795		
X			33010	C-East Lansing	860,609,342			8.2770	
	X		33010	C-East Lansing	415,087,495		17.9795		
		X	33010	C-East Lansing	33,194,300		5.9795		
X			33010	C-Lansing	56,022,619			8.2770	
	X		33010	C-Lansing	44,155,270		17.9795		
		X	33010	C-Lansing	4,427,100		5.9795		

							Millages		
1			2	3	4	5	Extra Voted		8
All Property	Non-Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City		6 Operating	7 Bldg/Site Sinking Fund	County Use Notes
2,121,314,933	1,164,371,065	111,961,900	**LANSING**						
X			33020	Delhi Charter Twp	1,017,241			4.6000	
	X		33020	Delhi Charter Twp	775,102		17.9028		
		X	33020	Delhi Charter Twp	188,600		5.9028		
X			33020	Lansing Charter Twp	181,617,756			4.6000	
	X		33020	Lansing Charter Twp	135,103,446		17.9028		
		X	33020	Lansing Charter Twp	16,607,700		5.9028		
X			33020	C-East Lansing	68,383,383			4.6000	
	X		33020	C-East Lansing	58,190,638		17.9028		
		X	33020	C-East Lansing	10,007,900		5.9028		
X			33020	C-Lansing	1,832,091,009			4.6000	
	X		33020	C-Lansing	936,104,335		17.9028		
		X	33020	C-Lansing	81,149,700		5.9028		
X			33021	C-Lansing-REZ	38,205,544			4.6000	Renaissance Zone
	X		33021	C-Lansing-REZ	34,197,544				Renaissance Zone
		X	33021	C-Lansing-REZ	4,008,000				Renaissance Zone
193,169,685	51,769,774	1,012,346	**DANSVILLE**						
X			33040	Bunker Hill Twp	34,077,030			7.9992	
	X		33040	Bunker Hill Twp	16,130,537		18.0000		
		X	33040	Bunker Hill Twp	197,000		6.0000		
X			33040	Ingham Twp	77,251,328			7.9992	
	X		33040	Ingham Twp	10,876,472		18.0000		
		X	33040	Ingham Twp	376,800		6.0000		
X			33040	Leroy Twp	6,004,654			7.9992	
	X		33040	Leroy Twp	1,380,162		18.0000		
		X	33040	Leroy Twp	62,046		6.0000		
X			33040	Leslie Twp	921,100			7.9992	
	X		33040	Leslie Twp	13,700		18.0000		
			33040	Leslie Twp	-		6.0000		
X			33040	Stockbridge Twp	1,067,712			7.9992	
	X		33040	Stockbridge Twp	109,900		18.0000		
			33040	Stockbridge Twp	-		6.0000		

1			2	3	4	5	Millages Extra Voted		8
All Property	Non-Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City		6 Operating	7 Bldg/Site Sinking Fund	County Use Notes
			DANSVILLE continued						
X			33040	Vevay Twp	4,216,247			7.9992	
	X		33040	Vevay Twp	627,104		18.0000		
			33040	Vevay Twp	-		6.0000		
X			33040	Wheatfield Twp	21,284,678			7.9992	
	X		33040	Wheatfield Twp	2,121,692		18.0000		
		X	33040	Wheatfield Twp	33,700		6.0000		
X			33040	White Oak Twp	48,346,936			7.9992	
	X		33040	White Oak Twp	20,510,207		18.0000		
		X	33040	White Oak Twp	342,800		6.0000		
438,995,271	88,410,585	1,994,100	**HASLETT**						
X			33060	Meridian Charter Twp	402,694,799			10.3339	
	X		33060	Meridian Charter Twp	83,677,149		18.0000		
		X	33060	Meridian Charter Twp	1,847,900		6.0000		
X			33060	Williamstown Twp	34,931,899			10.3339	
	X		33060	Williamstown Twp	3,443,463		18.0000		
		X	33060	Williamstown Twp	67,600		6.0000		
X			33060	C-East Lansing	1,368,573			10.3339	
	X		33060	C-East Lansing	1,289,973		18.0000		
		X	33060	C-East Lansing	78,600		6.0000		

							Millages		
1			2	3	4	5	Extra Voted		8
All Property	Non-Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City		6 Operating	7 Bldg/Site Sinking Fund	County Use Notes
697,646,816	**211,431,620**	**22,345,100**	**HOLT**						
X			33070	Delhi Charter Twp	683,451,868			10.0000	
	X		33070	Delhi Charter Twp	208,731,977		18.0000		
		X	33070	Delhi Charter Twp	22,345,100		6.0000		
X			33070	C-Lansing	13,774,875			10.0000	
	X		33070	C-Lansing	2,695,343		18.0000		
			33070	C-Lansing	-		6.0000		
X			33071	Delhi Charter Twp	174,570			2.1300	Mason tr to Holt (2004)
	X		33071	Delhi Charter Twp	4,300		18.0000		
			33071	Delhi Charter Twp	-		6.0000		
X			33072	Delhi Charter Twp	111,488			2.1300	Mason tr to Holt (2007)
			33072	Delhi Charter Twp	-		18.0000		
			33072	Delhi Charter Twp	-		6.0000		
X			33075	Delhi Charter Twp	134,015			7.0000	Eaton Rapids tr to Holt (2015)
			33075	Delhi Charter Twp	-		18.0000		
			33075	Delhi Charter Twp	-		6.0000		
204,279,852	**69,435,586**	**2,555,400**	**LESLIE**						
X			33100	Bunker Hill Twp	34,747,013			8.1922	
	X		33100	Bunker Hill Twp	18,647,853		17.9782		
		X	33100	Bunker Hill Twp	40,100		5.9782		
X			33100	Leslie Twp	91,184,700			8.1922	
	X		33100	Leslie Twp	29,810,532		17.9782		
		X	33100	Leslie Twp	1,939,150		5.9782		
X			33100	Onondaga Twp	40,506,854			8.1922	
	X		33100	Onondaga Twp	6,268,663		17.9782		
		X	33100	Onondaga Twp	163,900		5.9782		
X			33100	C-Leslie	37,841,285			8.1922	
	X		33100	C-Leslie	14,708,538		17.9782		
		X	33100	C-Leslie	412,250		5.9782		

1			2	3	4	Millages 5	Extra Voted 6	7	8
All Property	Non-Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City		Operating	Bldg/Site Sinking Fund	County Use Notes
703,026,893	191,009,184	9,970,890	MASON						
X			33130	Ingham Twp	8,129			6.6800	
			33130	Ingham Twp	-		17.9388		
			33130	Ingham Twp	-		5.9388		
X			33124	Leslie Twp	216,750			11.8800	Leslie tr to Mason (5/26/1996)
			33124	Leslie Twp	-		17.9388		
			33124	Leslie Twp	-		5.9388		
X			33130	Alaiedon Twp	124,751,244			6.6800	
	X		33130	Alaiedon Twp	36,379,306		17.9388		
		X	33130	Alaiedon Twp	1,955,500		5.9388		
X			33130	Aurelius Twp	124,407,578			6.6800	
	X		33130	Aurelius Twp	8,368,632		17.9388		
		X	33130	Aurelius Twp	600,900		5.9388		
X			33130	Delhi Charter Twp	70,300,895			6.6800	
	X		33130	Delhi Charter Twp	16,937,457		17.9388		
		X	33130	Delhi Charter Twp	1,091,200		5.9388		
X			33130	Leslie Twp	4,551,300			6.6800	
	X		33130	Leslie Twp	382,050		17.9388		
		X	33130	Leslie Twp	70,250		5.9388		
X			33130	Onondaga Twp	4,431,698			6.6800	
	X		33130	Onondaga Twp	826,105		17.9388		
			33130	Onondaga Twp	-		5.9388		
X			33130	Vevay Twp	131,070,909			6.6800	
	X		33130	Vevay Twp	31,927,929		17.9388		
		X	33130	Vevay Twp	1,579,750		5.9388		
X			33130	Wheatfield Twp	3,781,870			6.6800	
	X		33130	Wheatfield Twp	415,660		17.9388		
			33130	Wheatfield Twp	-		5.9388		
X			33130	C-Lansing	9,468,400			6.6800	
	X		33130	C-Lansing	8,804,800		17.9388		
			33130	C-Lansing	-		5.9388		

1			2	3	4	Millages 5	Extra Voted 6	7	8
All Property	Non-Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City		Operating	Bldg/Site Sinking Fund	County Use Notes
			MASON continued						
X			33130	C-Mason	230,038,120			6.6800	
	X		33130	C-Mason	86,967,245		17.9388		
		X	33130	C-Mason	4,673,290		5.9388		
1,297,876,673	471,967,611	36,730,600	**OKEMOS**						
X			33170	Alaiedon Twp	72,784,121			7.9878	
	X		33170	Alaiedon Twp	50,592,985		18.0000		
		X	33170	Alaiedon Twp	5,890,900		6.0000		
X			33170	Meridian Charter Twp	1,153,736,429			7.9878	
	X		33170	Meridian Charter Twp	397,965,222		18.0000		
		X	33170	Meridian Charter Twp	29,587,600		6.0000		
X			33170	Williamstown Twp	20,602,682			7.9878	
	X		33170	Williamstown Twp	849,598		18.0000		
			33170	Williamstown Twp	-		6.0000		
X			33170	C-Lansing	50,753,441			7.9878	
	X		33170	C-Lansing	22,559,806		18.0000		
		X	33170	C-Lansing	1,252,100		6.0000		
297,920,847	198,083,386	915,100	**STOCKBRIDGE**						
X			33200	Bunker Hill Twp	14,043,212			3.9000	
	X		33200	Bunker Hill Twp	1,934,495		18.0000		
		X	33200	Bunker Hill Twp	108,400		6.0000		
X			33200	Stockbridge Twp	269,682,375			3.9000	
	X		33200	Stockbridge Twp	190,368,682		18.0000		
		X	33200	Stockbridge Twp	636,900		6.0000		
X			33200	White Oak Twp	14,195,260			3.9000	
	X		33200	White Oak Twp	5,780,209		18.0000		
		X	33200	White Oak Twp	169,800		6.0000		

1			2	3	4	5	Millages: Extra Voted		8
All Property	Non-Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City		6 Operating	7 Bldg/Site Sinking Fund	County Use Notes
116,450,410	**54,404,239**	**4,213,400**	**WAVERLY**						
X			33215	Lansing Charter Twp	114,377,097		4.7822	7.9000	
	X		33215	Lansing Charter Twp	54,242,919		13.2124		
		X	33215	Lansing Charter Twp	4,156,800		5.9946		Supp. HH oper all is included
X			33215	C-Lansing	2,073,313		4.7822	7.9000	
	X		33215	C-Lansing	161,320		13.2124		
		X	33215	C-Lansing	56,600		5.9946		Supp. HH oper all is included
124,251,626	**35,396,088**	**3,520,252**	**WEBBERVILLE**						
X			33220	Leroy Twp	87,262,275			8.4298	
	X		33220	Leroy Twp	28,903,166		18.0000		
		X	33220	Leroy Twp	3,212,302		6.0000		
X			33220	Locke Twp	32,565,860			8.4298	
	X		33220	Locke Twp	4,070,603		18.0000		
		X	33220	Locke Twp	306,450		6.0000		
X			33220	White Oak Twp	4,423,491			8.4298	
	X		33220	White Oak Twp	2,422,319		18.0000		
		X	33220	White Oak Twp	1,500		6.0000		
432,091,609	**78,308,902**	**4,913,460**	**WILLIAMSTON**						
X			33230	Alaiedon Twp	11,170,244			9.5712	
	X		33230	Alaiedon Twp	1,424,874		18.0000		
		X	33230	Alaiedon Twp	288,500		6.0000		
X			33230	Leroy Twp	31,295,516			9.5712	
	X		33230	Leroy Twp	4,514,658		18.0000		
		X	33230	Leroy Twp	152,340		6.0000		
X			33230	Locke Twp	22,179,862			9.5712	
	X		33230	Locke Twp	2,890,947		18.0000		
			33230	Locke Twp	-		6.0000		

1			2	3	4	5	Millages Extra Voted		8
All Property	Non-Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City		6 Operating	7 Bldg/Site Sinking Fund	County Use Notes
			WILLIAMSTON continued						
X			33230	Meridian Charter Twp	33,933,110			9.5712	
	X		33230	Meridian Charter Twp	2,881,837		18.0000		
		X	33230	Meridian Charter Twp	610,500		6.0000		
X			33230	Wheatfield Twp	50,522,221			9.5712	
	X		33230	Wheatfield Twp	6,472,015		18.0000		
		X	33230	Wheatfield Twp	363,200		6.0000		
X			33230	Williamstown Twp	172,299,548			9.5712	
	X		33230	Williamstown Twp	21,308,953		18.0000		
		X	33230	Williamstown Twp	1,157,900		6.0000		
X			33230	C-Williamston	110,508,171			9.5712	
	X		33230	C-Williamston	38,815,618		18.0000		
		X	33230	C-Williamston	2,341,020		6.0000		
X			33238	Wheatfield Twp	85,500			7.4512	Dansville tr to Williamston (4/25/00
			33238	Wheatfield Twp	-		18.0000		
			33238	Wheatfield Twp	-		6.0000		
X			33239	Wheatfield Twp	97,437			7.4512	Dansville tr to Williamston (5/17/02)
			33239	Wheatfield Twp	-		18.0000		
			33239	Wheatfield Twp	-		6.0000		
			33233	C-Williamston RZ					Renaissance Zone (expired 2016)
			33233	C-Williamston-RZ					Renaissance Zone (expired 2016)
			33233	C-Williamston-RZ					Renaissance Zone (expired 2016)
1,544,248	173,626	-	**NW JACKSON**						
X			38140	Leslie Twp	496,550			4.6627	
	X		38140	Leslie Twp	100,500		18.0000		
			38140	Leslie Twp	-		6.0000		
X			38140	Onondaga	1,047,698			4.6627	
	X		38140	Onondaga	73,126		18.0000		
			38140	Onondaga	-		6.0000		
88,525	1,500	-	**SPRINGPORT**						
X			38150	Onondaga Twp	88,525			6.2000	
	X		38150	Onondaga Twp	1,500		18.0000		
			38150	Onondaga Twp	-		6.0000		

1			2	3	4	5	Millages		8
							Extra Voted		
All Property	Non-Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City		6 Operating	7 Bldg/Site Sinking Fund	County Use Notes
7,355,808	1,817,005	-	FOWLERVILLE						
X			47030	Locke Twp	801,341			9.5500	
	X		47030	Locke Twp	121,977		18.0000		
			47030	Locke Twp	-		6.0000		
X			47030	White Oak Twp	6,554,467			9.5500	
	X		47030	White Oak Twp	1,695,028		18.0000		
			47030	White Oak Twp	-		6.0000		
7,816,622	476,210	-	MORRICE						
X			78060	Locke Twp	7,816,622			7.0000	
	X		78060	Locke Twp	476,210		16.5032		
			78060	Locke Twp	-		4.5032		
26,379,968	2,413,661	-	PERRY						
X			78080	Locke Twp	12,033,882			8.6000	
	X		78080	Locke Twp	795,597		18.0000		
			78080	Locke Twp	-		6.0000		
X			78080	Williamstown Twp	14,346,086			8.6000	
	X		78080	Williamstown Twp	1,618,064		18.0000		
			78080	Williamstown Twp	-		6.0000		

1			2	3	4	Millages			8
			Intermediate School Districts and Community College	List Each Twp/City Where Located Separately	Total Taxable Value	5 ISD Alloc	6 Operating	7 Bldg/Site/Debt	County Use Notes
			Ingham Intermediate						
			School District		**9,245,072,135**	.2000	5.7987		Spec Ed 4.5062
			Clinton	503,894,009					Voc Ed 1.2925
			Eaton	802,370,497					No debt
			Ingham	7,675,777,952					Lansing Schools do not pay
			Jackson	117,183,202					vocational ed.
			Livingston	106,442,428					
			Shiawassee	7,838,199					
			Washtenaw	31,565,848					
			Eaton Intermediate						
			Schools District		**73,255,993**	.1843	3.6935		Spec Ed 2.7704
			Aurelius Township	25,725,937					Voc Ed .9231
			Delhi Township	9,646,202					No debt
			Onondaga Township	37,883,854					
			Jackson Intermediate						
			School District		**1,544,248**	.3422	8.4178		Spec Ed 6.2764
			Leslie Twp	496,550					Voc Ed 2.1414
			Onondaga Twp	1,047,698					No debt
			Livingston Intermediate						
			School District		**7,355,808**	.0655	3.2488		Spec Ed 3.2488
			Locke Twp	801,341					No Debt
			White Oak Twp	6,554,467					
			Shiawassee Intermediate						
			School District		**34,196,590**	.2440	4.2228		Spec Ed 4.2228
			Locke Twp	19,850,504					No debt
			Williamstown Twp	14,346,086					
			Lansing Community						
			College		**11,400,159,111**		3.8072		Operating
			Ingham County	7,675,777,952					
			Clinton County	1,540,615,139					
			Eaton County	2,062,464,005					
			Ionia County	6,523,405					
			Livingston County	106,442,428					
			Shiawassee County	8,336,182					

Agenda Item 5a

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

FROM: Kate Turner, Interim Deputy Director; Ingham County Animal Control

DATE: November 1, 2018

SUBJECT: Resolution to accept Two Seven Oh! Grant

For the meeting agendas of November 15, 21, 27

BACKGROUND

The Ingham County Animal Control and Shelter (ICACS) has applied for and been awarded a grant to reimburse ICACS for diagnostic testing fees up to $2,500 from the Two Seven Oh! Foundation. These diagnostic testing's include blood test for pre-op animals, X-rays done at offsite veterinary clinics, and other blood panels used to test for illness and medical concerns for the animals in ICACS's care. This grant would reimburse up to $2,500 of testing costs done between the grant acceptance and May 1st, 2019. Costs will be covered up to $110.00 per animal for blood work. X-rays will be covered up to $100.00 per animal.

ALTERNATIVES

If the grant is not accepted, ICACS will have to use operating expenses to cover the costs of necessary testing.

FINANCIAL IMPACT

Accepting the grant will reduce County and Department costs for necessary medical testing, and may increase revenue due to additional adoptions being possible.

OTHER CONSIDERATIONS

Previous Two Seven Oh! grants were used for similar diagnostic testing purposes were very helpful in successfully addressing and treating animal medical concerns.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to accept the Two Seven Oh! Grant.

Respectfully Submitted,
Kate Turner
Interim Deputy Director
Ingham County Animal Control & Shelter

Agenda Item 5a

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT A TWO SEVEN OH! GRANT FOR REIMBURSEMENT OF DIAGNOSTIC TESTING

WHEREAS, the Ingham County Animal Control and Shelter has applied for and has been approved to receive a grant from the two Seven Oh! Foundation; and

WHEREAS, the purpose of this grant is to reimburse Ingham County Animal Control for diagnostic blood testing and x-rays until May 1st, 2019; and

.

WHEREAS, the award amount of this grant is dependent on the number of animals tested through May 1st, 2019 but is will not exceed $2,500.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves acceptance of the grant from the Two Seven Oh! Foundation for an amount to be determined by the number of animals tested until May 1st, 2019, but not to exceed $2,500 with no match requirement.

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

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Controller/Administrator to make the necessary budget adjustments to the Ingham County Animal Control budget.

Agenda Item 5b

TO: Board of Commissioners Law & Courts and Finance Committees

FROM: Teri Morton, Deputy Controller

DATE: November 8, 2018

SUBJECT: Resolution Recommending Acceptance of a Donation from the Ingham County Animal Shelter Fund to Purchase Medical Equipment for the New Animal Shelter

For the meeting agendas of November 15 and 20

BACKGROUND

A new Animal Shelter is currently being built using funds primarily supplied by the taxpayer-supported Animal Control Shelter Replacement and Operational Millage passed in 2016. The Ingham County Animal Shelter Fund (ICASF) initiated a Capital Campaign in March 2018 with a goal of raising $300,000, and this fund raising goal has been attained. The ICASF wants to make sure that the new shelter has improved veterinary medical facilities, which will allow the shelter to save even more animals that arrive with serious illnesses or injuries.

The ICASF and Animal Control and Shelter Staff have developed a list of medical equipment that will enhance medical care at the shelter.

FINANCIAL IMPACT

At this time, the ICASF wishes to donate funds in the amount of up to $110,000 for the medical equipment that will be built-in to the shelter. It is the intent of the ICASF that the balance of the Capital Campaign funds will be held by the ICASF for a period of six months following occupancy of the new shelter and can be used to purchase additional items necessary for the new shelter that are not currently allotted for or are unforeseen at this time.

The list of equipment is detailed in the attached resolution.

After six months from the time of occupancy, any remaining Capital Campaign funds will then revert to unrestricted funds with ICASF for future donations to the shelter's needs for medical care, public programs, etc. as guided by ICASF's mission statement.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of providing user friendly, accessible facilities and quality infrastructure, specifically section E 1. (a) of the Action Plan – Use the Animal Control Millage to build a new Animal Control Replacement facility on existing county property in Mason.

OTHER CONSIDERATIONS

This equipment will be purchased and accounted for following Ingham County's policies and procedures.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

Agenda Item 5b

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION RECOMMENDING ACCEPTANCE OF A DONATION FROM THE INGHAM COUNTY ANIMAL SHELTER FUND TO PURCHASE MEDICAL EQUIPMENT FOR THE NEW ANIMAL SHELTER

WHEREAS, a new Animal Shelter is currently being built using funds primarily supplied by the taxpayer-supported Animal Control Shelter Replacement and Operational Millage, passed overwhelmingly in 2016; and

WHEREAS, the Ingham County Animal Shelter Fund (ICASF) has been in existence since 2012 and raises money to help pay for food, shelter, and medical care for animals at the shelter; and

WHEREAS, with the passing of the millage for the new shelter, ICASF wants to make sure that the new shelter has improved veterinary medical facilities; and

WHEREAS, improved medical and surgical facilities will allow the shelter to save even more animals that arrive with serious illnesses or injuries; and

WHEREAS, with the addition of the new equipment, animal care staff will be able to take better care of and monitor the shelter animals that are treated more effectively; and

WHEREAS, improved veterinary facilities will also enhance the shelter's partnership with the Michigan State University College of Veterinary Medicine, which expands the capacity for care and helps train the next generation of veterinarians in surgery and shelter medicine; and

WHEREAS, the Ingham County Animal Shelter Fund (ICASF) initiated a Capital Campaign in March 2018 with a goal of raising $300,000; and

WHEREAS, this fund raising goal has been attained; and

WHEREAS, ICASF and Animal Control and Shelter Staff have developed a list of medical equipment that will enhance medical care at the shelter; and

WHEREAS, at this time, the ICASF wishes to donate funds in the amount of up to $110,000 for the medical equipment that will be built-in to the shelter; and

WHEREAS, it is the intent of the ICASF that the balance of the Capital Campaign funds will be held by the ICASF for a period of six months following occupancy of the new shelter and can be used to purchase additional items necessary for the new shelter that are not currently allotted for or are unforeseen at this time.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the donation of up to $110,000 from the Ingham County Animal Shelter Fund which will be used to purchase the following equipment:

ITEM	DESCRIPTION	ITEM #	COST
X Ray Machine	Cuattro Digital Machine (no leading responsibility)	DET-00014, CDSRM-001, SWR-00021-SM, SWR-00051-1, SM-IN-1, GEN-00011HD, DICOM NODE, MIGRATION, WAR-00059, WAR-00027	70,000
	Lead aprons (3)	zz medical SKU 60590	1,300
	Lead Gloves (4 pairs)	zz medical Item #100V-DKB	700
	Lead Apron Rack	Jorgenson #J0676T	250
Surgery Tables	(2) Hydraulic V-Top Surg Table, heated, 50"	Mid Mark 100-4041-21	3,049
Anesthesia Machine	O2 hoses- male (4)	Boggs custom	275
	Anesthesia machine w/vaporizer (2)	highland/modified by Boggs	6,100
	Bain Block, non-re-breather (4)	anesthesia associates, boggs custom installed	2,200
	Sevo Vaporizer (1)	tech3 brand	800
Med Gas Oxygen	O2 hoses (5)	chemitron, Boggs custom	450
	Regulators and Hoses/connections	Boggs custom	350
Scavanger/Waste Gas	5 scavenger drops	Boggs custom	400
	4 interfaces (bolts to anesthesia machine, regulates vacuum)	Boggs custom	800
Med gas	(2) double tank brackets	Western Enterprises (through Boggs)	150
Under Counter Fridge	GE - Spacemaker 5.6 Cu. Ft. Mini Fridge-best buy (3)	Model: GCE06GSHSB	1,500
Community Room Tables	18 pack with rack (costco)	Item 574350; Model 480127	2,800
Community Room Chairs	(2) 32 packs with racks (costco)	Model 11480985 / 313590	2,200
Autoclave	larger countertop sized	Tuttnauer 2540M (through Boggs)	4,500
Walk On Scale	Technidyne Vet Tech 2000	MVS# 473.71040.2	750
Gourney/electric lift table	Shore Line Mobile Animal Lift Table	MVS# 473.37860.2	2,200
Fold Up Exam Table	(3) Show Line Wall Mount Exam Table	Shor Line 903.1130.04	3,900
Display Monitor in Lobby	65" Samsung TV (best buy)	Model:UN65NU8000FXZA; SKU:6199828	1,600
	Mounting Bracket (best buy)	Model: BLT2-B1; SKU; 5463301	150
	IT digital hook up with computer		700

		Shipping (roughly, on Boggs equipment)	850
		Total	107,974

BE IT FURTHER RESOLVED, that this equipment will be purchased and accounted for following Ingham County's policies and procedures.

BE IT FURTHER RESOLVED, that the balance of the Capital Campaign funds will be held by ICASF for a period of six months from the time of occupancy of the new shelter and can be used to purchase additional items necessary for the new shelter that are not currently allotted for or are unforeseen at this time.

BE IT FURTHER RESOLVED, that these additional items to be purchased will need full ICASF Board approval prior to disbursement to Ingham County.

BE IT FURTHER RESOLVED, that after six months from the time of occupancy, any remaining Capital Campaign funds will then revert to unrestricted funds with ICASF for future donations to the shelter's needs for medical care, public programs, etc. as guided by ICASF's mission statement.

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

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

Agenda Item 5c

TO: Board of Commissioners Law & Courts and Finance Committee

FROM: Teri Morton, Deputy Controller

DATE: November 8, 2018

SUBJECT: Resolution to Authorize the Cardinal Group II to Conduct Organization Wide Training with the Staff of the Ingham County Animal Control and Shelter

For the meeting agendas of November 15 and 20

BACKGROUND

The Ingham County Animal Control and Shelter (ICACS) has continuing leadership and organizational culture issues that have undermined its ability to cultivate a healthy work environment and to achieve its service delivery potential. It is recommended that an independent party conduct an organization wide training of ICACS staff with a proposed outcome to clearly define performance expectations, organizational mission, vision, values and operating philosophy. The training will focus on improving communication and teamwork among all levels of the organization.

A copy of the training proposal is attached.

ALTERNATIVES

Other vendors could be considered for this training, but the Cardinal Group is recommended based on the success of similar training at the 9-1-1 Central Dispatch Center. They have committed to scheduling training to reduce the impact on staff and provision of services to the public. Both Cardinal Group partners have extensive management experience as well as public safety experience.

FINANCIAL IMPACT

The Cardinal Group training proposal will cost $39,900, plus materials costs of up to $7,000. A transfer of up to $49,900 from the 2019 contingency account to the 2019 Animal Control budget is recommended.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of attracting and retaining exceptional employees who reflect the community they serve and who prioritize public services, specifically section F 4. of the Action Plan – Support employee and professional development.

OTHER CONSIDERATIONS

Training is expected to begin in January 2019, with a targeted completion date of April 2019, with a follow up session anticipated around October 2019. Timing this training to coincide with the onboarding of the new Animal Control Director and in advance of the move to the new Shelter will be of great value to the organization.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support the Cardinal Group training proposal.

Training Proposal
DEVELOPING AND SUSTAINING A HEALTHY/EFFECTIVE ORGANIZATION

Prepared for

Ingham County Animal Control Division

Submitted by

The Cardinal Group II
PO Box 130718, Green RD
Ann Arbor, MI 48107

November 1, 2018

ABOUT THE CARDINAL GROUP II

Founded in 2015, The Cardinal Group II offers professional development consulting and training curricula development covering topics including executive leadership, communications training program design and interpersonal communications for police service professionals.

The Cardinal Group II brings an innovative approach to training design and delivery by incorporating its "Ultimate Outcomes" philosophy, allowing forward-thinking organizations to maximize their effectiveness by deliberately targeting specific behavioral changes of its employees. These behavioral changes translate into enhanced performance, higher quality interactions and achievement of organizational goals.

The Cardinal Group II is comprised of public safety professionals, curriculum design experts, and research partners in a variety of fields and disciplines.

ABOUT JERRY L. CLAYTON, CEO

Jerry L Clayton is a 30-year criminal justice professional with experience in police service, corrections and special weapons and tactics. Jerry has provided training, consulting and subject matter services to a wide array of public and private sector clients. Jerry has leveraged his experience and training to deliver progressive instruction to his clients based on an "Ultimate Outcomes" philosophy.

ABOUT J. ERIC WADDELL, CLO

J. Eric Waddell is a 17-year public safety professional specializing in public safety communications, training curricula design and instructor development. Eric has designed adult learning based courses for police service professionals, public safety dispatchers, corrections officers and other government agencies. In addition to curricula development, Eric is a frequent presenter at the Michigan APCO and NENA conferences covering topics ranging from interpersonal communications to effective leadership.

PROBLEM STATEMENT

The Ingham County Animal Control Division has had longstanding leadership and organizational culture issues that have undermined the division's ability to cultivate a healthy work environment and achieve its service delivery potential. The Animal Control Division has recently appointed a new Director who is highly motivated to improve the workplace culture and service orientation within the division. This leadership change, coupled with the new Director's expressed support, creates an excellent opportunity to positively impact the organizational culture of the ICAC division. Issues reported within the division include:

- A lack of clearly defined performance expectations. This results in inconsistent employee performance, impaired service alignment, reduced accountability, in-fighting and incomplete tasks.
- A lack of organizational mission, vision, values and operating philosophy. This results in employee arguments and deviations from standard operating procedures.
- A lack of effective communication at all levels of the organization.
- A lack of teamwork between classifications within the organization.

TRAINING STRATEGY

The training strategy recommended in this proposal is designed to meet the needs identified by the Ingham County leadership team by establishing the cultural foundation required of a healthy and effective organization. The design of this program intentionally delivers knowledge and skills in a system-based approach. The intent is to create organizational alignment and support for change effort at all levels in the organization.

SUSTAINABILITY

The knowledge and skills offered in this training/professional leadership development program is designed to extend beyond the initial change effort. Each participant will be exposed to concepts and information intended to enhance their ability to effectively support and lead future organizational change efforts. Thus, positioning the organization to effectively take advantage of opportunities or navigate challenges to the Ingham County Animal Control Division's mission.

PROPOSED APPROACH

The Cardinal Group II develops training curricula utilizing best design practices identified to maximize retention of knowledge and skills in adult learners. This adult learning approach incorporates instructional strategies built upon the Experiential Learning Cycle which not only leverages the adult learner's personal and professional experience to achieve training objectives but also provides participants with job-related context allowing them to operationalize course topics into their daily duties and tasks. Based on our understanding of the stated request, TCGII proposes the following curriculum:

DEVELOPING AND SUSTAINING A HEALTHY/EFFECTIVE ORGANIZATION

Course: The Leadership Role (Four Training Days)

Intended Audience: Director & Leadership Staff

Module: Mission, Values and Operational Philosophy

This module introduces participants to the purpose of mission, values and operational philosophy as the foundation of effective leadership in a organization. Following completion of this module:

- Participants will understand the value and role of the organization's mission, values and operational philosophy for their organization.
- Participants will describe the importance of aligning organizational Mission-Strategy-Structure-Culture.
- Participants will identify how clearly communicated mission, values and operational philosophy support consistent, effective decision making in the workplace.
- Participants will review, evaluate and develop a draft revision of the revise agency mission statement.
- Participants will identify the values of their agency.
- Participants will begin to craft an operational philosophy which supports the agency mission and is reflective of agency values.

Module: Executive Leadership

This module introduces participants to the role and responsibilities of the executive leader. Deliberate cultural transformation of an organization starts with the leader(s) of the organization and can succeed or fail based on the leader's vision, communication, modeling and support of change efforts. Following completion of this module:

- Participants will describe the critical importance of effective leadership towards initiating and sustaining a positive organizational cultural transformation.
- Participants will describe how individuals serve as effective leaders. Employing: clear and compelling vision, thoughtful and deliberate communication and staff inclusion/engagement.

Module: The Challenge of Leadership

Self-awareness is the cornerstone of professional leadership development. Leaders cannot maximize their effectiveness without a knowledge of their own personal strengths and weaknesses. Ineffective leaders contribute to an unhealthy work climate and undermine the organizations ability to realize its mission. This module is designed to provide the participants with the information they need to develop a personal professional leadership development plan. Each assessment addresses a foundational element for effective leadership:

- **Kouzes and Posner- Leadership Practices Inventory 5th (LPI)**
  The assessment tool by Jim Kouzes and Barry Posner is based on The Five Practices of Exemplary Leadership® model. The focus is on behaviors that are consistent amongst effective leaders in healthy organizations world-wide.
- **CPP Power Base Inventory**
  The Power Base Inventory is designed to help individuals positively lead and influence others. It indicates a person's level of use of each of the six "power bases": Information, Expertise, Goodwill, Authority, Reward, and Discipline. Feedback is included that highlights appropriate uses for each of the power bases, identifies warning signals of both overuse and underuse of each style and suggests ways to strengthen one's ability to use each style appropriately.
- **TKI Conflict Mode Instrument**
  Serves as a platform for open and positive discussions related to managing interpersonal conflict. Participants are exposed to the different conflict-handling modes and the tactics most appropriate for managing personal, group, and organizational dynamics.

Module: Leading Change

This module focuses on the three phases and two levels of organizational change leadership/management. Providing the participants specific strategies and tools for leading change within their organization. Participants will identify a change initiative and the related Case for Change. All exercises in the module build on the change initiative identified by the executive leadership team. Finally, participants will complete a self-assessment based on concepts presented in class and develop a plan for personal improvement.

- Participants will draft components of a plan to prepare for and implement a change initiative.
- Participants will assess their ability to lead change.
- Participants will complete a self-assessment based on this module.

Module: Creating a Healthy Work Climate

A healthy work climate is fundamental for retaining staff and sustaining motivation. Research indicates that workplaces with a healthy work climate are: more productive, have high staff morale, and successfully attracts and retains talent in highly competitive job markets. Following completion of this module:

- Participants will identify ten leadership behaviors that help to establish conditions for a health workplace climate.
- Participants will identify opportunities to maximize and utilize employee potential.
- Participants will identify three opportunities to invest in and maintain employee professional development.
- Participants will review motivators and de-motivators in the workplace.
- Participants will identify opportunities to remove de-motivators from the workplace.

Module: Individual Commitment and Organizational Approach

Changing organizational culture is an intentional, long-term process. Successful culture change in any organization requires sustained organizational and individual, commitment, hard work and strategic thinking. This module focuses on strategies for developing an all-inclusive, healthy organizational culture. Following completion of this module:

- Participants will review the six steps of organizational culture change.
- Participants will assess the current culture of their organization.
- Participants will assess their “heads up” and “heads down” responsibilities to identify a balance between people oriented and task-oriented duties.
- Participants will complete an individual commitment statement which outlines actions, partnerships and needs required to promote the desired cultural change.

Module: Establishing Core Elements, Behavioral and Performance Expectations

Effective organizations employ a systems approach to meet their goals. Each system has roles, responsibilities and performance expectations for staff that must be consistent in order to meet the service obligations of the organization. This consistency of service cannot be attained if expectations and behavioral/performance expectations at all levels of the organization, are not clearly defined and communicated. Following completion of this module:

- Participants will have developed a draft of core elements, behavioral/performance expectations which are objective, clear and easily evaluated.
- Participants will understand the difference between duty-level proficiencies, behavior indicators and job tasks.
- Participants will identify opportunities to utilize these core elements, behavioral/performance expectations for a variety of executive level tasks such as quality assurance, training development, hiring and promotional processes.

Course: Animal Control Staff (3 Training Days)

Intended Audience: Animal Care Staff, Animal Control Officers, Office Staff & On-site Volunteers.

Module: Communicating the Change

Staff cannot be expected to commit to change if they have not been conditioned for the change. In this module, participants will be introduced to the agency's plan to improve the organization including an overview of the following: why the change is important to the organization, organizational goals, the investment made in the change, commitments of the administrators and a timeline/agenda for the change process. The message delivered in this module will be a culmination of the work completed by the agency administrators during their training sessions. Following completion of this module:

- Participants will understand why the organization is implementing the change.
- Participants will understand the organization commitment to the change.
- Participants will understand the administrators' commitment to the change.
- Participants will understand their roles and responsibilities related to the proposed organizational change.
- Participants will review a timeline and training agenda related to the change.

Module: Mission, Values and Organizational Philosophy

This module aligns employee expectations with the mission, values and organizational philosophy developed by the administrative team. Staff will have the opportunity to provide feedback and offer suggestions with the goal of attaining mutual agreement and commitment to the organizations formal mission, values and operational philosophy. Following completion of this module:

- Participants will review the agency developed mission, values and organizational philosophy.
- Participants will understand the value of mission, values and operational philosophy as tool for staff.
- Participants will identify organizational values from their perspective within the agency.
- Participants will identify goals for the workplace.

Module: Core Elements, Behavioral and Performance Expectations

Staff will never meet performance expectations if they do not first understand what is expected of them. This module is designed to introduce supervisors and staff to the core elements, behavioral and performance expectations developed by the agency administrative team. Following completion of this module:

- Participants will compile a list of objective expectations for the administrators, supervisors and staff.
- Participants will compare their lists of expectations with the list developed by the administrative team.
- Participants will identify the operational and organizational impacts related to these performance expectations.

Module: Creating and Supporting a Healthy Work Climate

This module identifies and explores organizational culture, the characteristics of an unhealthy workplace climate, the characteristics of a healthy workplace climate and how to develop and sustain a healthy climate in the workplace. Participants are provided an opportunity to examine staff perceptions of the internal beliefs, values, policies, practices and staff interactions of the workplace. The participants will explore the impact of the workplace climate on an individual's behavior and performance and on the overall organization. Following completion of this module:

- Participants will explore thirteen attributes of a healthy work climate.
- Participants will identify ten attributes of an unhealthy work climate.
- Participants will identify impacts of both healthy and unhealthy work climates on all stakeholders.
- Participants will identify roles and responsibilities of Administrators, Supervisors and Staff related to creating a healthy work climate.

Module: Organizational Trust

Organizational change cannot occur if we have not developed a culture of trust within the workplace. Building a culture of trust is a long-term investment which is the culmination of small transactions over an extended period of time. A common misconception is that a culture of trust is the sole responsibility of the agency leaders. The reality is that developing trust within an organization is the responsibility of all of its members. Following completion of this module:

- Participants will identify nine components of trust in the workplace.
- Participants will identify a variety of actions at the administrative, supervisory and staff level that undermine trust in the organization.
- Participants will identify a variety of actions at the administrative, supervisory and staff level that promote trust in the organization.
- Participants will identify behavioral practices they will commit to that helps create an organizational climate of trust.

Module: Conflict Resolution

Unresolved conflict in the organization prevents the organization from meeting service expectations, degrades morale and damages employee retention. This module is designed to identify common areas of conflict in the workplace and provide participants with tools to resolve the conflict before it becomes toxic. Following completion of this module:

- Participants will identify areas of conflict within their workplace.
- Participants will demonstrate ten steps to resolve conflict in the workplace.
- Participants will identify responsibilities of the administrators, supervisors and staff related to resolving conflict in the workplace.

Module: Effective Team Building

Work teams normally succeed or fail based on the staff's ability and willingness to work effectively as a team. The failure to work as an effective team may result in consequences such as inadequate service and poor job performance. Following completion of this module:

- Participants will identify their preferred role and explore their strengths and challenges as it relates to working with their teams.
- Participants will gain valuable insight into work habits.
- Participants will learn about other team members' contributions, the value that they bring to the process, and how to work most effectively together.

PROPOSED SITE VISITS

The Cardinal Group II understands the demands of balancing a training schedule with the operational needs of the organization. For that reason, TCGII offers flexible scheduling options including evening and weekend sessions. Courses may be taught in succession or over the course of weeks with post training assignments between training days.

Site Visits

Four (4) eight-hour leadership training sessions.

DELIVERABLES: Mission, vision, values and operational philosophy designed by the leadership team. Job task analysis conducted by agency staff for all positions. Behavioral and performance expectations for all positions in the agency.

Six (6) eight-hour employee training sessions.

DELIVERABLES: Training session reports including employee feedback to agency leadership.

One (1) four-hour volunteer training session

DELIVERABLES: Training session reports including volunteer feedback to agency leadership. Volunteer training session materials allowing for sustainable volunteer training in the future.

One (1) Impact Evaluation Session to be scheduled six (6) months following completion of the proposed training intervention.

PROPOSED COACHING

Due to the nature of leadership assignments, it is essential that leadership have access to coaching that allows them to ask questions, seek clarification and receive guidance to promote successful completion of deliverables.

Forty (40) one-hour coaching units for video/conference calls with leadership staff.

PROPOSED TIMELINE*

Early January 2019	LPI 360 Assessment Begins
Late January 2019	Leadership Training (Days 1 & 2)
Mid-February 2019	Leadership Training (Days 3 & 4)
March 2019	Staff Training Sessions
April 2019	Volunteer Training Session
October 2019	Impact Evaluation Session

**Actual dates are subject to change based on the operational needs of the division.*

SERVICE DELIVERY FEES

The Cardinal Group II proposes an all-inclusive cost for services provided in this proposal:

Training Sessions - Course Design, Manuals & Instructional Services - Eleven (11) site visits to complete delivery of training to all Ingham County Animal Control Staff	$27,500.00
Incidental costs (Travel, classroom materials, etc.)	$5,000.00
Forty (40) Coaching Hour Units	$3,000.00
Impact Evaluation Session – Six (6) months following completion of the training intervention. Action planning for the future.	$3,000.00
Participant Assessments	$1,400.00
TOTAL:	**$39,900.00**

ASSESSMENT COSTS

Individual Participant Assessments - cost per participant.

1.	Kouzes and Posner- LPI 360 Online Assessment	$190.00
2.	CPP Power Base Inventory	$19.50
3.	TKI Conflict Mode Instrument	$45.00
4.	Leading Change at Every Level	$18.75

Agenda Item 5c

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE CARDINAL GROUP II TO CONDUCT ORGANIZATION WIDE TRAINING WITH THE STAFF OF THE INGHAM COUNTY ANIMAL CONTROL AND SHELTER

WHEREAS, the Ingham County Animal Control and Shelter (ICACS) has continuing leadership and organizational culture issues that have undermined its ability to cultivate a healthy work environment and to achieve its service delivery potential; and

WHEREAS, it is recommended that an independent party conduct an organization wide training of ICACS staff with a proposed outcome to clearly define performance expectations, organizational mission, vision, values and operating philosophy; and

WHEREAS, the training will focus on improving communication and teamwork among all levels of the organization; and

WHEREAS, based on the success of similar training at the 9-1-1 Central Dispatch Center, the Controller's Office and the ICACS Management Team are jointly recommending that the Ingham County Board of Commissioners authorize this comprehensive training be performed by the Cardinal Group II; and

WHEREAS, this training is expected to begin in January 2019, with a targeted completion date of April 2019, with a follow up session anticipated around October 2019.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a contract with the Cardinal Group II to conduct organization wide training of the Ingham County Animal Control and Shelter for a cost not to exceed $39,900, and materials costs of up to $7,000 are also authorized.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer up to $49,900 from the 2019 contingency account to the 2019 Animal Control budget.

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

Agenda Item 6a

TO: Board of Commissioners Human Services & Finance Committees

FROM: Linda S. Vail, MPA, Health Officer

DATE: November 2, 2018

SUBJECT: Resolution to Renew Infectious Disease Physician Services with MSU COM
For the meeting agendas of November 19 and November 21, 2018

BACKGROUND

Ingham County Health Department (ICHD) wishes to renew the agreement with Michigan State University's College of Osteopathic Medicine (MSU COM) to provide specialty physician services to patients with active tuberculosis at ICHD's River Oak location. ICHD is obligated under the Public Health Code 333.5115 (4), 333.5301 (1) and 333.5307, to ensure the provision of treatment for patients with active tuberculosis within its jurisdictions. Historically, MSU COM has provided specialty physician services to patients with active tuberculosis within Ingham County. The current agreement expires December 31, 2018. This new agreement will be effective January 1, 2019 through December 31, 2021. The renewal of this agreement will allow these specialty services to continue at ICHD's River Oak location at a rate of $165.00 per hour up to a maximum of twelve hours per month.

FINANCIAL IMPACT

Michigan State University College of Osteopathic Medicine wishes to continue their contract that provides physician specialty services to patients with active tuberculosis at $165.00 per hour up to a maximum of twelve hours per month. All costs associated with this agreement have been accounted for in the FY 19 budget.

OTHER CONSIDERATIONS

There are no other considerations.

STRATEGIC IMPACT

Goal A. Service to Residents: Provide easy access to quality, innovative, cost effective services that promote well-being and quality of life for the Residents of Ingham County. Goal C. Management, finance and Governance: Maintain and enhance County fiscal health to ensure delivery of services and residents.

RECOMMENDATIO\N

Based on the information presented, I respectfully recommend approval of the attached resolution to support the renewal of the agreement with MSU COM to provide specialty physician services to patients with active tuberculosis effective January 1, 2019 through December 31, 2021.

Agenda Item 6a

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND THE INFECTIOUS DISEASE PHYSICIAN SERVICES AGREEMENT WITH MICHIGAN STATE UNIVERSITY'S COLLEGE OF OSTEOPATHIC MEDICINE – TUBERCULOSIS PROGRAM

WHEREAS, Ingham County Health Department (ICHD) wishes to renew the agreement with Michigan State University's College of Osteopathic Medicine (MSU COM) to provide specialty physician services to patients with active tuberculosis at ICHD's River Oak location; and

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

WHEREAS, historically, MSU COM has provided specialty physician services to patients with active tuberculosis within Ingham County; and

WHEREAS, the current agreement expires December 31, 2018; and

WHEREAS, this new agreement will be effective January 1, 2019 through December 31, 2021; and

WHEREAS, the renewal of this agreement will allow these specialty services to continue at ICHD's River Oak location at a rate of $165.00 per hour up to a maximum of twelve hours per month; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize a two year extension of the agreement with Michigan State University's College of Osteopathic medicine to provide physician services for patients with active tuberculosis effective January 1, 2019 through December 31, 2021.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorize a two year extension of the agreement with Michigan State University's College of Osteopathic Medicine to provide physician specialty services to patients with active tuberculosis effective January 1, 2019 through December 31, 2021.

BE IT FURTHER RESOLVED, that the renewal of this agreement will allow these specialty services to continue at ICHD's River Oak location at a rate of $165.00 per hour up to a maximum of twelve hours per month.

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 6b

TO: Board of Commissioners Human Services and Finance Committees

FROM: Linda S. Vail, MPA, Health Officer

DATE: November 5th, 2018

SUBJECT: Agreement with Blue Cross Blue Shield of Michigan

For the meeting agendas of November 19 and November 21, 2018

BACKGROUND

Ingham County Health Department (ICHD) wishes to update the Blue Cross Blue Shield of Michigan (BCBSM) agreement by executing Schedule A, Schedule A – Exhibit 1, and Schedule B (BlueCard Disclosures Inter-Plan Arrangements) effective December 1, 2018 through November 30, 2019. ICHD and BCBSM entered into an agreement in 1996 wherein BCBSM would pay the claims of health care services provided to inmates of the Ingham County Jail. The agreement is updated annually by executing Schedule A – Administrative Service Contract (ASC), Schedule A – Exhibit 1, and Schedule B (BlueCard Disclosures Inter–Plan Arrangements).

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The Schedule A Administrative Service Contract (ASC), Schedule A – Exhibit 1 and Schedule B (BlueCard Disclosures Inter-Plan Arrangements) proposed through the attached resolution will cover the period of December 1, 2018 through November 30, 2019. Terms and conditions have remained the same as the December 1, 2017 through November 30, 2018 agreement.

STRATEGIC PLANNING IMPACT

This resolution supports the long-term objective of Promoting Accessible Healthcare, specifically section A.1(e) of the Action Plan – Expand access to healthcare for county residents, with an emphasis on the uninsured and underinsured.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the Schedule A Administrative Service Contract (ASC), Schedule 1 – Exhibit 1 and Schedule B (BlueCard Disclosures Inter-Plan Arrangements) to the Blue Cross Blue Shield of Michigan Service agreement effective December 1, 2018 through November 30, 2019.

Agenda Item 6b

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN ADMINISTRATIVE SERVICE AGREEMENT WITH BLUE CROSS BLUE SHIELD OF MICHIGAN AT THE INGHAM COUNTY JAIL

WHEREAS, Ingham County Health Department (ICHD) wishes to update the Blue Cross Blue Shield of Michigan (BCBSM) agreement by executing Schedule A, Schedule A – Exhibit 1, and Schedule B (BlueCard Disclosures Inter-Plan Arrangements) effective December 1, 2018 through November 30, 2019; and

WHEREAS, ICHD and BCBSM entered into an agreement in 1996 wherein BCBSM would pay the claims of health care services provided to inmate of Ingham County jail; and

WHEREAS, that agreement is updated annually by executing a Schedule A Administrative Service Contract (ASC), Schedule A – Exhibit 1 and Schedule B (BlueCard Disclosure Inter-Plan Arrangements; and

WHEREAS, BCBSM has proposed a 2018-2019 Schedule A Administrative Service Contract, Schedule A – Exhibit 1 and Schedule B (BlueCard Disclosures Inter-Plan Arrangements; and

WHEREAS, there are no changes to the proposed 2018-2019 Schedule A Administrative Service Contract (ASC), Schedule A – Exhibit 1 and Schedule B (BlueCard Disclosures Inter-Plan Arrangements; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize the 2018-2019 Schedule A Administrative Service Contract (ASC), Schedule A – Exhibit 1 and Schedule B (BlueCard Disclosures Inter-Plan Arrangements) for the inmates of Ingham County Jail.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorize the Schedule A Administrative Service Contract (ASC), Schedule A – Exhibit 1 and Schedule B (BlueCard Disclosures Inter-Plan Arrangements) with BCBSM for paying claims for health care services provided to inmates of the Ingham County Jail.

BE IT FURTHER RESOLVED, that the Schedule A Administrative Service Contract (ASC), Schedule 1 – Exhibit 1 and Schedule B (BlueCard Disclosure Inter-Plan Arrangements) shall be effective December 1, 2018 through November 30, 2019.

BE IT FURTHER RESOLVED, that there are no other changes to the proposed 2018 -2019 Schedule A Administrative Service Agreement (ASC), Schedule 1 – Exhibit 1 and Schedule (BlueCard Disclosures Inter-Plan Arrangements.

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.

SCHEDULE A-Renewal Term (Effective December 2018 through November 2019)
Administrative Services Contract (ASC)
Blue Cross Blue Shield of Michigan

1 . Group Name: Ingham County Inmates

2 . Group Number: 007004013

3 . Initial ASC Contract Effective Date: December 01, 2007

4 . ASC Funding Arrangement:: Quarterly Settled Monthly Wire

5 . Line(s) of Business:

[X] Facility	[X] Professional	[ ] Dental
[ ] Facility Foreign	[X] Prescription Drugs	[ ] Vision
[ ] Facility Domestic		

6 . Administrative Fees: The below administrative fees cover the Lines of Business checked in Section 5 above, unless otherwise indicated.

Administrative Fee and Additional Administrative Compensation

A. Administrative Fee (Fixed)	Administrative Fee Percent of Claims
	11%
B. Additional Administrative Compensation	*Additional Admin Compensation
	9%

*Additional Administrative Compensation (AAC) is nine percent (9%) of BCBSM discounts on Michigan hospital claims.

7 . This Schedule A does not include any fees payable by Group to an Agent. If Group has an Agent Fee Processing Agreement on file with BCBSM, please refer to that agreement for fees and details.

8 . Late Payment Charges/Interest:

A. Late Payment Charge	2%
B. Yearly Statutory Interest Charge (Simple Interest)	12%
C. Provider Contractual Interest	

9 . BCBSM Account:

1840-09397-3	Comerica	0720-00096
Wire Number	Bank	American Bank Assoc

10 . The Group acknowledges that BCBSM or a Host Blue may have compensation arrangements with providers in which the provider is subject to performance or risk-based compensation, including but not limited to withholds, bonuses, incentive payments, provider credits and member management fees. Often the compensation amount is determined after the medical service has been performed and after the Group has been invoiced. The Claims billed to Group include both service-based and value-based reimbursement to health care providers. Group acknowledges that BCBSM's negotiated reimbursement rates include all reimbursement obligations to providers including provider obligations and entitlements under BCBSM Quality Programs. Service-based reimbursement means the portion of the negotiated rate attributed to a particular health care service. Value-based reimbursement is the portion of the negotiated reimbursement rate attributable to BCBSM Quality Programs, as described in Exhibit 1 to Schedule A. BCBSM negotiates provider reimbursement rates and settles provider obligations on its own behalf, not Group. Group receives the benefit of BCBSM provider rates, but it has no entitlement to a particular rate or to unbundle the service-based or value-based components of Claims. See Exhibit 1 to Schedule A and Schedule B to ASC for additional information.

11 . The rebate administration and claims processing fee charged and retained by Express Scripts is (i) 3.8% of gross rebates for BCBSM clinical formulary, custom formulary, custom select formulary, and specialty drug Claims and (ii) 8.2% of gross rebates for part D formulary drug Claims, including Part D specialty drug Claims. The rebate administration fee charged and retained by Highmark is up to 5.5% of gross rebates for medical benefit drug Claims.

Pursuant to Express Scripts's Inflation Protection Program, Express Scripts contracts with pharmaceutical manufacturers for inflation protection payments ("IPP") to off-set increases to certain brand drugs. Express Scripts will pay a predetermined portion of the IPP that it receives to BCBSM as set forth in the contract between Express Scripts and BCBSM. Express Scripts contracts for IPP on its own behalf and may realized positive margin between amounts paid to BCBSM and amounts received from pharmaceutical manufacturers. BCBSM will distribute Group's share of the IPP that it receives from Express Scripts based on the total IPP received by BCBSM divided by the total number of brand drug claims multiplied by the number of Group's brand drug claims. IPPs will be distributed to Group through the Customer Savings Refund process.

BCBSM:

BY: _____
(Signature)

NAME: _____
(Print)

TITLE: _____

DATE: _____

BY: _____
(Signature)

NAME: _____
(Print)

TITLE: _____

DATE: _____

THE GROUP:

BY: _____
(Signature)

NAME: _____
(Print)

TITLE: _____

DATE: _____

BY: _____
(Signature)

NAME: _____
(Print)

TITLE: _____

DATE: _____

Blue Cross Blue Shield of Michigan is an independent licensee of the Blue Cross and Blue Shield Association.

Schedule A - Exhibit 1

BCBSM Value-Based Provider Reimbursement

As in prior years, the Claims billed to Group include amounts that BCBSM reimburses health care providers including reimbursement tied to value. BCBSM has adopted a provider payment model that includes both fee-based and value-based reimbursement. BCBSM does not unbundle Claims and does not retain any portion of Claims as compensation. Provider reimbursement is governed by separate agreements with providers, BCBSM standard operating procedures, and BCBSM Quality Programs.

BCBSM negotiates provider reimbursement rates on its own behalf and makes those rates available to customers through its products and networks. The reimbursement rates can, and often do, vary from provider to provider. Providers may qualify for higher reimbursement rates for satisfying requirements of certain BCBSM Quality Programs, including, for example, Pay-for-Performance (PFP) rates and Value Based Contracting (VBK) rates earned by hospitals and Patient Centered Medical Home (PCMH) rates earned by physicians.

Provider reimbursement rates also capture provider commitments to BCBSM Quality Programs. For example, hospitals participating in Hospital Collaborative Quality Initiatives (CQIs) agree to allocate a portion of their reimbursement to fund inter-hospital quality initiatives. Intellectual property may be developed through BCBSM Quality Programs for subsequent license and use by BCBSM or a third party. Group specifically understands, acknowledges, and agrees that it has no rights to any intellectual property, or derivatives thereof, including, but not limited to, copyrights, patents, or licenses, developed through BCBSM Quality Programs.

Providers may also receive reward and incentive payments from BCBSM Quality Programs funded through an allocation from provider reimbursement or collected from Group's Customer Savings Refund. Such allocations may be to a pooled fund from which value-based payments to providers are made. For example, pursuant to the Physician Group Incentive Program (PGIP), physicians agree to allocate 5% of each Claim to a PGIP fund, which in turn makes reward payments to eligible physician organizations demonstrating particular quality and pays physician organizations for participation in collaborative initiatives.

As explained in the Blue Card Program disclosure (Schedule B to ASC), an out-of-state Blue Cross Blue Shield Plan ("Host Blue") may also negotiate fee-based and/or value-based reimbursement for their providers. A Host Blue may include all provider reimbursement obligations in Claims or may, at its election, collect some or all of its value-based provider (VBP) reimbursement obligations through a per attributed member per month (PaMPM) benefit expense, as in, for example, the Blue Distinction Total Care (BDTC) Program. All Host Blue PaMPM benefit expenses for VBP reimbursement will be consolidated on your monthly invoice and appear as "Out-of-State VBP Provider Reimbursement." The supporting detail for the consolidated amount will be available on e-Bookshelf as reported by each Host Blue Plan. Host Blues determine which members are attributed to eligible providers and calculate the PaMPM VBP reimbursement obligation based only on these attributed members. Host Blue have exclusive control over the calculation of PaMPM VBP reimbursement.

Value-based reimbursement includes other obligations and entitlements pursuant to other BCBSM Quality Programs funded in a similar manner to those described in this Exhibit. Additional information is available at www.valuepartnerships.com and www.bcbs.com/totalcare. Questions regarding provider reimbursement and BCBSM Quality Programs or Host Blue VBP reimbursement should be directed to your BCBSM account representative.

Schedule B
BlueCard Disclosures
Inter-Plan Arrangements

I. Out–of-Area Services

Overview

BCBSM has a variety of relationships with other Blue Cross and/or Blue Shield Licensees referred to generally as "Inter-Plan Arrangements." These Inter-Plan Arrangements operate under rules and procedures issued by the Blue Cross Blue Shield Association ("Association"). Whenever Enrollees access healthcare services outside the geographic area BCBSM serves, the Claim for those services may be processed through one of these Inter-Plan Programs and presented to BCBSM for payment in accordance with the rules of the Inter-Plan Arrangements. The Inter-Plan Arrangements are described generally below.

Typically, when accessing care outside the geographic area BCBSM serves, Enrollees obtain care from Providers that have a contractual agreement ("Participating Providers") with the local Blue Cross and/or Blue Shield Licensee in that other geographic area ("Host Blue"). In some instances, Enrollees may obtain care from Providers in the Host Blue geographical area that do not have a contractual agreement ("Non-participating Providers") with the Host Blue. BCBSM remains responsible for fulfilling its contractual obligations to you. BCBSM's payment practices in both instances are described below.

This disclosure describes how Claims are administered for Inter-Plan Arrangements and the fees that are charged in connection with Inter-Plan Arrangements. Note that Dental Care Benefits, except when paid as medical claims/benefits, and those Prescription Drug Benefits or Vision Care Benefits that may be administered by a third party contracted by BCBSM to provide the specific service or services, are not processed through Inter-Plan Arrangements.

A. BlueCard® Program

The BlueCard® Program is an Inter-Plan Arrangement. Under this Arrangement, when Enrollees access covered healthcare services within the geographic area served by a Host Blue, the Host Blue will be responsible for contracting and handling all interactions with its Participating Providers. The financial terms of the BlueCard Program are described generally below.

1. Liability Calculation Method Per Claim – In General

a. Enrollee Liability Calculation

The calculation of the Enrollee liability on Claims for covered healthcare services processed through the BlueCard Program will be based on the lower of the Participating Provider's billed covered charges or the negotiated price made available to BCBSM by the Host Blue.

Under certain circumstances, if BCBSM pays the Healthcare Provider amounts that are the responsibility of the Enrollee, BCBSM may collect such amounts from the Enrollee.

In situations where participating agreements allow for bulk settlement reconciliations for Episode-Based Payment/Bundled Payments, BCBSM may include a factor for such settlement or reconciliations as part of the fees BCBSM charges to Group.

Where Group agrees to use reference-based benefits, which are service-specific benefit dollar limits for specific procedures, based on a Host Blue's local market rates, Enrollees will be responsible for the amount that the healthcare Provider bills for a specified procedure above the reference benefit limit for that procedure. For a Participating Provider, that amount will be the difference between the negotiated price and the reference benefit limit. For a Non-participating Provider, that amount will be the difference between the Non-Participating Provider's billed charge and the reference benefit limit. Where a reference benefit limit exceeds either a negotiated price or a Provider's billed charge, the Enrollee will incur no liability, other than any applicable Enrollee cost sharing.

b. Group Liability Calculation

The calculation of Group liability on Claims for covered healthcare services processed through the BlueCard Program will be based on the negotiated price made available to BCBSM by the Host Blue under contract between the Host Blue and the Provider. Sometimes, this negotiated price may be greater for a given service or services than the billed charge in accordance with how the Host Blue has negotiated with its Participating Provider(s) for specific healthcare services. In cases where the negotiated price exceeds the billed charge, Group may be liable for the excess amount even when the Enrollee's deductible has not been satisfied. This excess amount reflects an amount that may be necessary to secure (a) the Provider's participation in the network and/or (b) the overall discount negotiated by the Host Blue. In such a case, the entire contracted price is paid to the Provider, even when the contracted price is greater than the billed charge.

2. Claims Pricing

The Host Blue determines a negotiated price, which is reflected in the terms of each Host Blue's healthcare Provider contracts. The negotiated price made available to BCBSM by the Host Blue may be represented by one of the following:

(i) an actual price. An actual price is a negotiated payment in effect at the time a Claim is processed without any other increases or decreases, or

(ii) an estimated price. An estimated price is a negotiated payment in effect at the time a Claim is processed, reduced or increased by a percentage to take into account certain payments negotiated with the Provider and other Claim- and non-Claim-related transactions. Such transactions may include, but are not limited to, anti-fraud and abuse recoveries, Provider refunds not applied on a Claim-specific basis, retrospective settlements, and performance-related bonuses or incentives, or

(iii) an average price. An average price is a percentage of billed charges for covered services in effect at the time a Claim is processed representing the aggregate payments negotiated by the Host Blue with all of its healthcare Providers or a similar classification of its Providers and other Claim- and non-Claim-related transactions. Such transactions may include the same ones as noted above for an estimated price.

The Host Blue determines whether it will use an actual, estimated or an average price in its respective Provider agreements. The use of estimated or average pricing may result in a difference (positive or negative) between the price Group pays on a specific Claim and the actual amount the Host Blue pays to the Provider. However, the BlueCard Program requires that the amount paid by the Enrollee and Group is a final price; no future price adjustment will result in increases or decreases to the pricing of past Claims.

Any positive or negative differences in estimated or average pricing are accounted for through variance accounts maintained by the Host Blue and are incorporated into future Claim prices. As a result, the amounts charged to Group will be adjusted in a following year, as necessary, to account for over- or underestimation of the past years' prices. The Host Blue will not receive compensation from how the estimated price or average price methods, described above, are calculated. Because all amounts paid are final, neither positive variance account amounts (funds available to be paid in the following year), nor negative variance amounts (the funds needed to be received in the following year), are due to or from Group. If Group terminates, Group will not receive a refund or charge from the variance account.

Variance account balances are small amounts relative to the overall paid Claims amounts and will be liquidated/drawn down over time. The timeframe for their liquidation depends on variables, including, but not limited to, overall volume/number of Claims processed and variance account balance. Variance account balances may earn interest at the federal funds or similar rate. T h e Host Blue may retain interest earned on funds held in variance accounts.

3. BlueCard Program Fees and Compensation

Group understands and agrees to reimburse BCBSM for certain fees and compensation which BCBSM is obligated under the BlueCard Program to pay to the Host Blue, to the Blue Cross and Blue Shield Association (BCBSA), and/or to vendors of BlueCard Program related services. The specific Blue Card Program fees and compensation that are charged to Group and which Group is responsible related to the foregoing are set forth in Exhibit 1 to this Schedule B. BlueCard Program Fees and compensation may be revised annually from time to time as described in H below.

B. Negotiated Arrangements

With respect to one or more Host Blue, instead of using the BlueCard Program, BCBSM may process your Enrollee claims for covered healthcare services through Negotiated Arrangements.

In addition, if BCBSM and Group have agreed that (a) Host Blue(s) shall make available (a) custom healthcare Provider network(s) in connection with this Agreement, then the terms and conditions set forth in BCBSM's Negotiated Arrangement(s) for National Accounts with such Host Blue(s) shall apply. These include the provisions governing the processing and payment of Claims when Enrollees access such network(s). In negotiating such arrangement(s), BCBSM is not acting on behalf of or as an agent for Group, the Group's health care plan or Group Enrollees.

1. Enrollee Liability Calculation

Enrollee liability calculation for covered healthcare services will be based on the lower of either billed covered charges for covered services or negotiated price that the Host Blue makes available to BCBSM that allows Group's Enrollees access to negotiated participation agreement networks of specified Participating Providers outside of BCBSM's service area.

Under certain circumstances, if BCBSM pays the Healthcare Provider amounts that are the responsibility of the Enrollee, BCBSM may collect such amounts from the Enrollee.

In situations where participating agreements allow for bulk settlement reconciliations for Episode-Based Payment/Bundled Payments, BCBSM may include a factor for such settlement or reconciliations as part of the fees BCBSM charges to Group.

W here Group agrees to use reference-based benefits, which are service-specific benefit dollar limits for specific procedures, based on a Host Blue's local market rates, Enrollees will be responsible for the amount that the healthcare Provider bills for a specified procedure above the reference benefit limit for that procedure. For a Participating Provider, that amount will be the difference between the negotiated price and the reference benefit limit. For a Non-participating Provider, that amount will be the difference between the Non-Participating Provider's billed charge and the reference benefit limit. W here a reference benefit limit exceeds either a negotiated price or a Provider's billed charge, the Enrollee will incur no liability, other than any applicable Enrollee cost sharing.

2. Group Liability Calculation

The calculation of Group liability on Claims for covered healthcare services processed through the BlueCard Program will be based on the negotiated price made available to BCBSM by the Host Blue under the contract between the Host Blue and the Provider. Sometimes, this negotiated price may be greater for a given service or services than the billed charge in accordance with how the Host Blue has negotiated with its Participating Provider(s) for specific healthcare services. In cases where the negotiated price exceeds the billed charge, Group may be liable for the excess amount even when the Enrollee's deductible has not been satisfied. This excess amount reflects an amount that may be necessary to secure (a) the Provider's participation in the network and/or (b) the overall discount negotiated by the Host Blue. In such a case, the entire contracted price is paid to the Provider, even when the contracted price is greater than the billed charge.

3. Claims Pricing

Same as in the BlueCard Program above.

4. Fees and Compensation

Group understands and agrees to reimburse BCBSM for certain fees and compensation which we are obligated under applicable Inter-Plan Arrangement requirements to pay to the Host Blue, to the Blue Cross and Blue Shield Association, and/or to vendors of Inter-Plan Arrangement-related services. Fees and compensation under applicable Inter-Plan Arrangement may be revised annually as described in section H below. In addition, the participation agreement with the Host Blue may provide that BCBSM must pay an administrative and/or a network access fee to the Host Blue, and Group further agrees to reimburse BCBSM for any such applicable administrative and/or network access fees. The specific fees and compensation that are charged to Group under the Negotiated Arrangements are set forth in Exhibit 1 to this Schedule B.

C. Special Cases: Value-Based Programs

Value-Based Programs Overview

Group Enrollees may access covered healthcare services from Providers that participate in a Host Blue's Value-Based Program. Value-Based Programs may be delivered either through the BlueCard Program or a Negotiated Arrangement. These Value-Based Programs may include, but are not limited to, Accountable Care Organizations, Global Payment/Total Cost of Care arrangements, Patient Centered Medical Homes and Shared Savings arrangements.

Value-Based Programs under the BlueCard Program

Value-Based Programs Administration

Under Value-Based Programs, a Host Blue may pay Providers for reaching agreed-upon cost/quality goals in the following ways, including but not limited to retrospective settlements, Provider Incentives, share of target savings, Care Coordinator Fees and/or other allowed amounts.

The Host Blue may pass these Provider payments to BCBSM, which BCBSM will pass directly on to Group as either an amount included in the price of the Claim or an amount charged separately in addition to the Claim.

When such amounts are included in the price of the Claim, the Claim may be billed using one of the following pricing methods, as determined by the Host Blue:

(i) Actual Pricing: The charge to accounts for Value-Based Programs incentives/Shared Savings settlements is part of the Claim. These charges are passed to Group via an enhanced Provider fee schedule.

(ii) Supplemental Factor: The charge to accounts for Value-Based Programs incentives/Shared Savings settlements is a supplemental amount that is included in the Claim as an amount based on a specified supplemental factor (e.g., a small percentage increase in the Claim amount). The supplemental factor may be adjusted from time to time.

When such amounts are billed separately from the price of the Claim, they may be billed as a Per Attributed Member Per Month (PaMPM) amount for Value-Based Programs incentives/Shared Savings settlements to Group outside of the Claim system. BCBSM will pass these Host Blue charges directly through to Group as a separately identified amount on the Group's invoices.

The amounts used to calculate either the supplemental factors for estimated pricing or PaMPM billings are fixed amounts that are estimated to be necessary to finance the cost of a particular Value-Based Program. Because amounts are estimates, there may be positive or negative differences based on actual experience, and such differences will be accounted for in a variance account maintained by the Host Blue (in the same manner as described in the BlueCard Claim pricing section above) until the end of the applicable Value-Based Program payment and/or reconciliation measurement period. The amounts needed to fund a Value-Based Program may be changed before the end of the measurement period if it is determined that amounts being collected are projected to exceed the amount necessary to fund the program or if they are projected to be insufficient to fund the program.

At the end of the Value-Based Program payment and/or reconciliation measurement period for these arrangements, the Host Blue will take one of the following actions:

- Use any surplus in funds in the variance account to fund Value-Based Program payments or reconciliation amounts in the next measurement period.

- Address any deficit in funds in the variance account through an adjustment to the PaMPM billing amount or the reconciliation billing amount for the next measurement period.

The Host Blue will not receive compensation resulting from how estimated, average or PaMPM price methods, described above, are calculated. If Group terminates, you will not receive a refund or charge from the variance account. This is because any resulting surpluses or deficits would be eventually exhausted through prospective adjustment to the settlement billings in the case of Value-Based Programs. The measurement period for determining these surpluses or deficits may differ from the term of the administrative services contract.

Variance account balances are small amounts relative to the overall paid Claims amounts and will be liquidated/drawn down over time. The timeframe for their liquidation depends on variables, including, but not limited to, overall volume/number of Claims processed and variance account balance. Variance account balances may earn interest, and interest is earned at the federal funds or similar rate. T h e Host Blue may retain interest earned on funds held in variance accounts.

Note: Enrollees will not bear any portion of the cost of Value-Based Programs except when the Host Blue uses either average pricing or actual pricing to pay Providers under Value-Based Programs.

Care Coordinator Fees

The Host Blue may also bill BCBSM for Care Coordinator Fees for Covered Services which BCBSM will pass on to Group as follows:

1. PaMPM billings; or

2. Individual Claim billings through applicable care coordination codes from the most current editions of either Current Procedural Terminology (CPT) published by the American Medical Association (AMA) or Healthcare Common Procedure Coding System (HCPCS) published by the U.S. Centers for Medicare and Medicaid Services (CMS).

As part of this agreement/contract, BCBSM and Group will not impose Enrollee cost sharing for Care Coordinator Fees.

Value-Based Programs under Negotiated Arrangements

If BCBSM has entered into a Negotiated National Account Arrangement with a Host Blue to provide Value-Based Programs to Enrollees, BCBSM will follow the same procedures for Value-Based Programs administration and Care Coordination Fees as noted in the BlueCard Program section.

D. Return of Overpayments

Recoveries of overpayments/from a Host Blue or its Participating Providers and Non-participating Providers can arise in several ways, including, but not limited to, anti-fraud and abuse recoveries, audits/healthcare Provider/hospital bill audits, credit balance audits, utilization review refunds, and unsolicited refunds. Recoveries will be applied/Recovery amounts determined in the ways noted above will be applied so that so that corrections will be made, in general, on either a Claim-by-Claim or prospective basis. If recovery amounts are passed on a Claim-by-Claim basis from the Host Blue to BCBSM they will be credited to Group account. In some cases, the Host Blue will engage a third party to assist in identification or collection of overpayments/recovery amounts. The fees of such a third party may charge to Group as a percentage of the recovery.

Unless the Host Blue agrees to a longer period of time for retroactive cancellations of membership, the Host Blue will provide BCBSM the full refunds from Participating Providers for a period of only one year after the date of the Inter-Plan financial settlement process for the original Claim. For Care Coordinator Fees associated with Value-Based Programs, BCBSM will request such refunds for a period of up to ninety (90) days from the termination notice transaction on the payment innovations delivery platform. In some cases, recovery of Claim payments associated with a retroactive cancellation may not be possible if, as an example, the recovery (a) conflicts with the Host Blue's state law or healthcare Provider contracts (b) would result from Shared Savings and/or Provider Incentive arrangements or (c) would jeopardize the Host Blue's relationship with its Participating Providers, notwithstanding to the contrary any other provision of this agreement/contract.

E. Inter-Plan Programs: Federal/State Taxes/Surcharges/Fees

In some instances, federal or state laws or regulations may impose a surcharge, tax or other fee that applies to self-funded accounts. If applicable, BCBSM will provide prior written notice of any such surcharge, tax or other fee to Group, which will be Group liability.

F. Non-Participating Healthcare Providers Outside BCBSM's Service Area

1. Enrollee Liability Calculation

a. In General

When covered healthcare services are provided outside of BCBSM's service area by Non-participating Providers, the amount an Enrollee pays for such services will generally be based on either the Host Blue's Non-participating Provider local payment or the pricing arrangements required by applicable state law. In these situations, the Enrollee may be responsible for the difference between the amount that the Non-participating Provider bills and the payment BCBSM will make for the covered services as set forth in this paragraph. Payments for out-of-network emergency services will be governed by applicable federal and state law.

b. Exceptions

In some exception cases, BCBSM may pay Claims from Non-participating Providers outside of BCBSM's service area based on the Provider's billed charge, such as in situations where an Enrollee did not have reasonable access to a Participating Provider, as determined by BCBSM in BCBSM's sole and absolute discretion or by applicable state law. In other exception cases, BCBSM may pay such Claims based on the payment BCBSM would make if BCBSM were paying a Non-participating Provider inside of its service area where the Host Blue's corresponding payment would be more than BCBSM's in-service area Non-participating Provider payment. BCBSM may choose to negotiate a payment with such a Provider on an exception basis.

Unless otherwise stated, in any of these exception situations, the Enrollee may be responsible for the difference between the amount that the Non-participating Provider bills and the payment BCBSM will make for the covered services as set forth in this paragraph.

2. Fees and Compensation

Group understands and agrees to reimburse BCBSM for certain fees and compensation which we are obligated under applicable Inter-Plan Arrangement requirements to pay to the Host Blue, to the Blue Cross and Blue Shield Association, and/or to vendors of Inter-Plan Arrangement-related services. The specific fees and compensation that are charged to Group and that Group will be responsible for in connection with the foregoing are set forth in Exhibit 1 to this Schedule B. Fees and compensation under applicable Inter-Plan Arrangements may be revised from time to time as provided for in H below.

G. Blue Cross Blue Shield Global Core (Formerly known as BlueCard Worldwide® Program)

1. General Information

If Enrollees are outside the United States, the Commonwealth of Puerto Rico and the U.S. Virgin Islands (hereinafter: "BlueCard service area"), they may be able to take advantage of the Blue Cross Blue Shield Global Core Program when accessing covered healthcare services. The Blue Cross Blue Shield Global Core Program is unlike the BlueCard Program available in the BlueCard service area in certain ways. For instance, although the Blue Cross Blue Shield Global Core Program assists Enrollees with accessing a network of inpatient, outpatient and professional providers, the network is not served by a Host Blue. As such, when Enrollees receive care from Providers outside the BlueCard service area, the Enrollees will typically have to pay the Providers and submit the Claims themselves to obtain reimbursement for these services.

- **Inpatient Services**

In most cases, if Enrollees contact the Blue Cross Blue Shield Global Core Service Center for assistance, hospitals will not require Enrollees to pay for covered inpatient services, except for their cost-share amounts/deductibles, coinsurance, etc. In such cases, the hospital will submit Enrollee Claims to the Blue Cross Blue Shield Global Core Service Center to initiate Claims processing. However, if the Enrollee paid in full at the time of service, the Enrollee must submit a Claim to obtain reimbursement for covered healthcare services. Enrollees must contact BCBSM to obtain precertification for non-emergency inpatient services.

- **Outpatient Services**

Physicians, urgent care centers and other outpatient Providers located outside the BlueCard service area will typically require Enrollees to pay in full at the time of service. Enrollees must submit a Claim to obtain reimbursement for covered healthcare services.

- **Submitting a Blue Cross Blue Shield Global Core Claim**

When Enrollees pay for covered healthcare services outside the BlueCard service area, they must submit a Claim to obtain reimbursement. For institutional and professional claims, Enrollees should complete a Blue Cross Blue Shield Global Core International claim form and send the claim form with the Provider's itemized bill(s) to the Blue Cross Blue Shield Global Core Service Center address on the form to initiate claims processing. The claim form is available from BCBSM, the Blue Cross Blue Shield Global Core Service Center, or online at www.bcbsglobal.com. If Enrollees need assistance with their claim submissions, they should call the Blue Cross Blue Shield Global Core Service Center at 1.800.810.BLUE (2583) or call collect at 1.804.673.1177, 24 hours a day, seven days a week.

2. Blue Cross Blue Shield Global Core Program-Related Fees

Group understands and agrees to reimburse BCBSM for certain fees and compensation which we are obligated under applicable Inter-Plan Arrangement requirements to pay to the Host Blue, to the Association and/or to vendors of Inter-Plan Arrangement-related services. The specific fees and compensation that are charged to Group under the Blue Cross Blue Shield Global Core Program and that Group is responsible for relating to the foregoing are set forth in Exhibit 1 to this Schedule B. Fees and compensation under applicable Inter-Plan Arrangements may be revised from time to time as provided for in section H below.

H. Modifications or Changes to Inter-Plan Arrangement Fees or Compensation

Modifications or changes to Inter-Plan Arrangement fees are generally made effective Jan. 1 of the calendar year, but they may occur at any time during the year. In the case of any such modifications or changes, BCBSM shall provide Group with at least thirty (30) days' advance written notice of any modification or change to such Inter-Plan Arrangement fees or compensation describing the change and the effective date thereof and Group right to terminate the ASC without penalty by giving written notice of termination before the effective date of the change. If Group fails to respond to the notice and does not terminate this Agreement during the notice period, Group will be deemed to have approved the proposed changes, and BCBSM will then allow such modifications to become part of this Agreement.

Exhibit 1

BlueCard Program Access Fees may be charged separately each time a claim is processed through the BlueCard Program. All other BlueCard Program-related fees are included in BCBSM's administrative fee. The BlueCard Access Fee is charged by the Host Blue to BCBSM for making its applicable Provider network available to Group's Enrollees. The BlueCard Access Fee will not apply to Non-participating Provider Claims. The BlueCard Access Fee is charged on a per-Claim basis and is charged as a percentage of the discount/differential BCBSM receives from the applicable Host Blue. The percentage for 2018 is 4.30% for fewer than 1,000 PPO or traditional enrolled Blue contracts; 2.40% for 1,000–9,999 Blue PPO enrolled contracts; and 2.22% for 10,000–49,999 Blue PPO enrolled contracts, all capped at $2,000.00 per Claim. For Groups with more than 50,000 Blue PPO enrolled contracts, Blue Card Access Fees are waived and not charged to the Group. If Group's enrollment falls below 50,000 PPO enrolled contracts, BCBSM passes the BlueCard Access Fee, when charged, directly on to the Group.

Instances may occur in which the Claim payment is zero or BCBSM pays only a small amount because the amounts eligible for payment were applied to patient cost sharing (such as a deductible or coinsurance). In these instances, BCBSM will pay the Host Blue's Access Fee and pass it along directly to the Group as stated above even though the Group paid little or had no Claim liability.

Agenda Item 6c

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

FROM: Linda S. Vail, MPA, Health Officer

DATE: October 31, 2019

SUBJECT: Authorization to renew a collaborative, services and referral agreement with CMH-CEI
For the meeting agendas of November 19, 20 & 21, 2018

BACKGROUND
Ingham County Health Department (ICHD) wishes to renew a collaborative, services and referral agreement with Community Mental Health of Clinton, Eaton and Ingham Counties (CMH-CEI) for mental health therapist services, effective October 1, 2018 through September 30, 2019. This renewed agreement will include an additional 1.0 FTE Mental Health Therapist, as authorized in Resolution #18-446. ICHD has maintained a collaborative, services and referral agreement with CMH-CEI for mental health therapist services for the co-location of Birch Community Health Center at CMH-CEI's Jolly Road service site, and for behavioral health and substance abuse services referral and care coordination. The current agreement expired September 30, 2018 and ICHD wishes to renew this agreement with an automatic renewal on an annual basis.

ALTERNATIVES
There are no alternatives.

FINANCIAL IMPACT
The total cost of the agreement shall include seven full time (7.0 FTE) mental health therapist and 0.75 FTE mental health therapist supervisors, in addition to up to $30,000 for psychiatric evaluation, for a total agreement cost not to exceed $720,000 annually**.** Cost of this agreement will be covered through patient revenue for behavioral health services, and the Substance Abuse Disorder and Mental Health funding, as authorized through Resolution #18-446.

STRATEGIC PLAN
This supports the Strategic Plan by supporting the Health Department's provision of access to health care services to residents of Ingham County.

OTHER CONSIDERATIONS
There are no other considerations.

RECOMMENDATION
Based on the information presented, I respectfully recommend approval to renew the collaborative, services, and referral agreement with CMH-CEI effective October 1, 2018 through September 30, 2019, with an automatic renewal annually. The total cost of the agreement shall include seven full time (7.0 FTE) mental health therapists, psychiatric evaluations, and a 0.75 FTE mental health therapist supervisor, for a total agreement cost not to exceed $720,000 annually**.**

Agenda Item 6c

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE RENEWAL OF A COLLABORATIVE, SERVICES AND REFERRAL AGREEMENT WITH COMMUNITY MENTAL HEALTH OF CLINTON, EATON AND INGHAM COUNTIES

WHEREAS, Ingham County Health Department (ICHD) wishes to renew a collaborative, services and referral agreement with Community Mental Health of Clinton, Eaton and Ingham Counties (CMH-CEI) for mental health therapist services, effective October 1, 2018 through September 30, 2019; and

WHEREAS, this renewed agreement will include an additional 1.0 FTE Mental Health Therapist, as authorized in Resolution #18-446; and

WHEREAS, ICHD has maintained a collaborative, services and referral agreement with CMH-CEI for mental health therapist services for the co-location of Birch Community Health Center at CMH-CEI's Jolly Road service site, and for behavioral health and substance abuse services referral and care coordination; and

WHEREAS, the current agreement expired September 30, 2018 and ICHD wishes to renew this agreement with an automatic renewal on an annual basis; and

WHEREAS, the total cost of the agreement shall include seven full time (7.0 FTE) mental health therapists, up to $30,000 in psychiatric evaluations, and a 0.75 FTE mental health therapist supervisor for a total agreement cost not to exceed $720,000 annually; and

WHEREAS, the Ingham Community Health Center Board and the Health Officer support the renewal of the collaborative, services, and referral agreement with CMH-CEI.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize the renewal of the collaborative, services, and referral agreement with the Community Mental Health Authority of Clinton, Eaton and Ingham Counties (CMH-CEI) effective October 1, 2018 through September 30, 2019, with an automatic renewal annually.

BE IT FURTHER RESOLVED, that the total cost of the agreement shall include seven full time (7.0 FTE) mental health therapists, up to $30,000 in psychiatric evaluations, and a 0.75 FTE mental health therapist supervisor, for a total agreement cost not to exceed $720,000 annually**.**

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 Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.

Agenda Item 7a

TO: Board of Commissioners County Services and Finance Committees

FROM: Cynthia Wagner

DATE: 11/06/2018

SUBJECT: Potter Park Zoo Membership Benefits

For the meeting agenda of November 20, 2018

BACKGROUND

Potter Park Zoological Society is a support organization to Potter Park Zoo. Fundraising for the Zoo is the main mission of the Society, as well as, to advocate and educate for and about the Zoo. One source of funding maintained by the Society is Zoo memberships as agreed upon in the contract between the County and the Society. Memberships encompass many benefits as is standard amongst zoos and aquariums in the Association of Zoos and Aquariums (AZA). Some of these benefits involve areas of revenue for the Zoo.

The Board of Commissioners adopted Resolution #17-067, Membership Benefits at Potter Park Zoo in March 2017. We are requesting the Board amend this resolution to include an additional benefit of reciprocity with Impression 5 Science Center members during the month of September for zoo admission.

ALTERNATIVES

The alternative is to continue with the previously approved membership benefits.

FINANCIAL IMPACT

Reciprocity with Impression 5 Science Center as a membership benefit could create an opportunity for increased Zoo membership sales as well as increased revenue in the gift shop and restaurant.

STRATEGIC PLANNING IMPACT

The proposed benefit will help achieve Ingham County Strategic Plan – Implementation Plan strategies A1 (Strive to make facilities and services user-friendly) and B1 (Promote key services through the local media). Through special incentives the zoo is able to improve accessibility for visitors of all ages and abilities and promote key services through the local media. This benefit provides an opportunity to promote and increase awareness of activities and opportunities at the zoo and create monetary accessibility for members of the community.

OTHER CONSIDERATIONS

Zoo attendance in September drops significantly making September an ideal month to participate in the partnership and reciprocity.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to approve revised membership benefits at Potter Park Zoo.

Agenda Item 7a

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND POTTER PARK ZOO MEMBERSHIP BENEFITS

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

WHEREAS, the Potter Park Zoological Society manages memberships for Potter Park Zoo as the contract between the Society and the Zoo specifies; and

WHEREAS, memberships promote increased commitment and visitation from Zoo visitors; and

WHEREAS, the Zoo manages the gift shop, restaurant and encounters and receives the revenue from these areas which benefit from return visitors such as Zoo members; and

WHEREAS, the Ingham County Board of Commissioners adopted Resolution #17-067 authorizing membership benefits at Potter Park Zoo; and

WHEREAS, Potter Park Zoo wishes to include an additional benefit.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves amending Resolution #17-067 to include an additional membership benefit as detailed below.

Potter Park Zoo Membership Benefit (Basic, Deluxe, and Premium)
Reciprocity with Impression 5 Science Center during the month of September

BE IT FURTHER RESOLVED, all other fees set by Resolution #17-067 will remain the same as adopted by the Ingham County Board of Commissioners.

Agenda Item 7b

TO: Board of Commissioners County Services Committee and Finance Committee

FROM: Cynthia Wagner

DATE: November 6, 2018

SUBJECT: Contract with FD Hayes

For the meeting agendas of November 20, 2018

BACKGROUND

Potter Park Zoo (Zoo) is the state's oldest zoo and fills important community roles as a business concern, a place for recreation and entertainment, and a center for conservation activities. Since 2007, the Zoo has been millage funded by Ingham County residents and engaged in a program of renovations and upgrades following our Master Plan. This Plan notes that the Zoo's infrastructure "must be developed to support new exhibits and amenities and to promote the conservation and ecological sustainability message of the zoo." In consideration of this Plan objective, Zoo management has identified infrastructure needs at the Rhino Holding Barn:

- In the event of a power outage a portable generator must be able to be used quickly allowing for heat and shifting of animals if necessary.

ALTERNATIVES

The primary alternative to the installation of the generator transfer switch is to hire an electrician to hard wire the generator to the building each time the Zoo loses power.

FINANCIAL IMPACT

The total cost of the transfer switch project is $5,350.00 and will be charged to zoo account #25869200 931100 30000. A restricted donation of $2,940.00 will cover more than half of the cost. This donation was received by the Zoological Society and was designated to be spent on the rhino exhibit.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of Improving Facilities, specifically section A.1 (f) of the Ingham County Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

None.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to award a contract to FD Hayes in an amount not to exceed $5,350.00 for the installation of a generator transfer switch and receptacle at the rhino barn.

Agenda Item 7b

TO: Cynthia Wagner, Director, Potter Park Zoo

FROM: James Hudgins, Director of Purchasing

DATE: October 16, 2018

RE: Memorandum of performance for Packet #150-18 Generator for Rhino Exhibit

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Proposals were sought from experienced and licensed electrical contractors to install a transfer switch and receptacle in order to power a generator at the Potter Park Zoo, Rhino Exhibit.

The following grid is a summary of the vendors' costs for labor and materials:

Company Name	Local Preference	Amount
FD Hayes Electric Co.	Yes, Lansing MI	$5,350.00
Swan Electric Company Inc.	Yes, Lansing MI	$9,490.00
Superior Electric of Lansing Inc.	Yes, Lansing MI	$9,750.00

You are now ready to complete the final steps in the process: 1) confirm funds are available; 2) submit your recommendation of award along with your evaluation to the Purchasing Department; 3) write a memo of explanation; and, 4) 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 purchasing 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.*

Agenda Item 7b

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AWARD A CONTRACT TO FD HAYES

WHEREAS, Potter Park Zoo participates in over 40 Species Survival Plans including the black rhino; and

WHEREAS, the Potter Park Zoo currently houses a female and male black rhino; and

WHEREAS, in the case of a power outage, delays in hooking up generators could negatively impact the health and safety of the animals; and

WHEREAS, Potter Park Zoo acquired three quotes for installing a generator transfer switch and receptacle for the rhino holding building; and

WHEREAS, FD Hayes Electric Co. submitted the lowest bid in the amount of $5,350.00; and

WHEREAS, the Zoological Society received a restricted donation designated to be spent on the rhino exhibit; and

WHEREAS, the total cost of the project $5,350.00, will be charged to zoo account #25869200 931100 30000 with $2,940.00 of the cost covered by the donation and the remaining amount, $2,410.00 coming from the Zoo budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners award a contract to FD Hayes Electric Co. for the installation of a generator transfer switch and receptacle at Potter Park Zoo.

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 8

TO: Board of Commissioners, County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: November 6, 2018

RE: Resolution authorizing purchase orders to DBI, FD Hayes and VidCom Solutions for the Pretrial Services Office Expansion and Reconfiguration at the Grady Porter Building

For the meeting agendas of: November 15 & 20

BACKGROUND

Pretrial Services at the Grady Porter Building is expanding their staff by adding a new Pretrial Services Clerk and Pretrial Investigator. The addition of two employees requires an expansion and reconfiguration of office space for the Pretrial Services Division. DBI an authorized vendor, is on the state contract therefore, three quotes are not required, will provide the furniture and moveable walls. FD Hayes who is contracted through the IT Department will provide data cable installation. VidCom Solutions will provide and install the security cameras.

ALTERNATIVES

There are no alternatives for this project.

FINANCIAL IMPACT

Funds for this project are available through a transfer of $64,144.64 from excess funds available in attorney fees account due to transition to Public Defenders Office to Machinery & Equipment fund to fund Pretrial Services Office Expansion and Reconfiguration to line item # 664-13099-931000 which includes $5,000 contingency.

OTHER CONSIDERATIONS

There are no other considerations for this project.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support purchase orders with DBI for the furniture and moveable walls, FD Hayes to install data cable and VidCom Solutions to provide and install security cameras for the expansion and reconfiguration of the Pretrial Services Division.

Agenda Item 8

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE PURCHASE ORDERS WITH DBI, FD HAYES AND VIDCOM FOR THE PRETRIAL OFFICE EXPANSION AND RECONFIGURATION AT THE GRADY PORTER BUILDING

WHEREAS, the Justice Complex Millage language authorized funding for "programming for the treatment of substance addictions, treatment of mental illness, and reduction of re-incarceration among arrested persons": and

WHEREAS, one of the programming components expands the services provided by the Circuit Court Pretrial Services Division by adding a Pretrial Services Clerk and a Pretrial Services Investigator; and

WHEREAS, the addition of two employees requires an expansion and reconfiguration of office space for the Pretrial Services Division; and

WHEREAS, DBI an authorized vendor, is on the state contract therefore, three quotes are not required, will provide furniture and moveable walls for the amount of $53,672.03; and

WHEREAS, FD Hayes, contracted with Ingham County IT Department, will provide and install data cable for the amount of $4,580.00; and

WHEREAS, VidCom Solutions will provide and install security cameras for the amount of $892.61; and

WHEREAS, funds for this project are available through a transfer of $64,144.64 from excess funds available in attorney fees account due to transition to Public Defenders Office to Machinery & Equipment fund to fund Pretrial Services Office Expansion and Reconfiguration to line item # 664-13099-931000, which includes $5,000.00 for contingency.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into purchase orders with DBI 912 E. Michigan Ave. Lansing, MI 48912 not to exceed $53,672.03 to provide furniture and moveable walls, the second with FD Hayes 2301 Beal Ave. Lansing, MI 48910 not to exceed $4,580.00 to provide data cable installation, and the third with VidCom Solutions 15559 S. Old US-27 Lansing, MI 48906 not to exceed $892.61 to provide and install security cameras, for the Pretrial office expansion and reconfiguration at the Grady Porter Building for a total amount not to exceed $64,144.64 which includes a $5,000.00 contingency.

BE IT FURTHER RESOLVED, that the Controller is authorized to make any necessary budget adjustments; and

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 9a

DATE: November 6, 2018

TO: Finance and Liaison Committees

FROM: Jill Bauer, Administrative Analyst

RE: Resolution Approving Various Contracts for the 2019 Budget Year

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This resolution will approve the attached list of contracts for the 2019 budget year. The list consists only of contracts that are included in the 2019 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 or 1%, whichever is greater to determine if the contract falls within the Board of Commissioners' Guidelines. Expenditure contracts with a 2019 increase of 2.4% or less are the only ones included in this resolution.

Please contact me if you have any questions.

Agenda Item 9a

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION APPROVING VARIOUS CONTRACTS FOR THE 2019 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 2019 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	2018 COST	2019 PROJECTED	Proj. Increase over 2018	% Increase over 2018	Funding Source
Circuit Court	TEL/Thalner	Techonology support for the Courtrooms (excluding Courtrooms 1 and 2)	01/01/19	12/31/19	$23,000	$10,480	-$12,520	-54%	General Fund
Circuit Court	Graphic Sciences, Inc.	Long term record storage and retrieval	01/01/19	12/31/19	$20,380	$10,000	-$10,380	-51%	General Fund
Community Corrections	Westaff	CCAB Staff Consultant	01/01/19	12/31/19	$46,686	$47,153	$467	1%	General Fund
Family Court	MSU Psychology Department	Diversion Program - Reduces days/cost for out of home care	10/01/18	09/30/19	$168,264	$169,947	$1,683	1%	50% General Fund/50% State of MI
Family Court	Highfields	Day Treatment Program - transportation and behavioral specialists	10/01/18	09/30/19	$656,732	$656,732	$0	0%	50% JJM/50% State of MI
Family Court	Peckham, Inc. Crossroads	Educational and vocational program for delinquent youth	10/01/18	09/30/19	$319,542	$319,542	$0	0%	50% JJM/50% State of MI
Family Court	Highfields	Evening Reporting Program - Transportation and Behavioral Specialists	10/01/18	09/30/19	$304,588	$304,588	$0	0%	50% JJM/50% State of MI
Family Court	Peckham, Inc. Footprints	Short Term Female Residential	10/01/18	09/30/19	$460,738	$469,738	$9,000	2%	50% JJM/50% State of MI
Family Court	Attorneys Mike Staake, Kaitlyn Fish, Robert Ochodnicky, Keith Watson and one other attorneys yet to be determined.	Attorney services for Lawyer Guardian Ad Litem and indidget representation on juvenile delinquency cases	01/01/19	12/31/19	$248,850	$248,850	$0	0.00%	General Fund
Family Court	Ingham Intermediate School District	For educational services at the Ingham Academy	10/01/18	09/30/19	$469,664	$476,709	$7,045	1.50%	50% JJM Fund/50% State of MI
Family Court	House Arrest Services	Home Detention including tethers, reduce out of home care	10/01/18	09/30/19	$35,000	$35,000	$0	0.00%	General Fund
Ingham County	Legal Services of South Central Michigan	Provide legal services to low-income residents of Ingham County	01/01/19	12/31/19	$20,000	$20,000	$0	0%	General Fund
Probate Court	Michael Staake	Legal representation for mental illness respondents.	01/01/19	12/31/19	$10,609	$10,609	$0	0%	General Fund
Probate Court	Robert Refior & Elias Kafantaris	Legal representation for general probate respondents.	01/01/19	12/31/19	$18,035	$18,035	$0	0%	General Fund
Probate Court	Robert Refior & Elias Kafantaris	Gaurdian ad litem services for general probate matters	01/01/19	12/31/19	$76,385	$76,385	$0	0%	General Fund

REVENUE CONTRACTS

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2018 REV	2019 PROJECTED	Proj. Increase over 2018	% Increase over 2018
Prosecuting Attorney	State of Michigan	VOCA Crime Victim Assistant Grant	10/01/18	09/30/19	$88,100	$90,743	$2,643	3%
Prosecuting Attorney	State of Michigan	Cooperative Reimbursement Grant	10/01/18	09/30/19	$796,429	$836,253	$39,824	5%
Prosecuting Attorney	State of Michigan	Victims Rights Grant	10/01/18	09/30/19	$249,325	$332,475	$83,150	33%
Sheriff	State of Michigan	Anti-Drug Abuse Program	10/01/18	09/30/19	$16,653	$33,200	$16,547	99%
Sheriff	State of Michigan	Annual Grant for Secondary Road Patrol	10/01/18	09/30/19	$248,002	$371,114	$123,112	50%
Sheriff	State of Michigan	Annual Grant for Marine Safety Programs	10/01/18	09/30/19	$3,402	$5,100	$1,698	50%
Sheriff	State of Michigan	Annual Grant for Emergency Management	10/01/18	09/30/19	$52,135	$60,463	$8,328	16%
Family Court	State of Michigan	Annual Child Care Agreement	10/01/18	09/30/19	$6,578,552	$6,265,260	-$313,292	-5%
FOC	State of Michigan	Annual Access and Visitation Grant	10/01/18	09/30/19	$4,900	$5,000	$100	2%
FOC	State of Michigan	Cooperative Reimbursement Grant	10/01/18	09/30/19	$3,268,470	$3,322,780	$54,310	2%

HUMAN SERVICES COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2018 COST	2019 PROJECTED	Proj. Increase over 2018	% Increase over 2018	Funding Source
Ingham County	Capital Area United Way	Annual Renewal of Contract for Central Michigan 2-1-1 Services	01/01/19	12/31/19	$ 45,750	$ 45,750	$0	0%	General Fund
Health Department	Volunteers of America	Homeless Day Center	10/01/18	09/30/19	$ 30,000	$ 30,000	$0	0%	General Fund
Health Department	South Lansing Community Dev Ctr	Community Development/Outreach	10/01/18	09/30/19	$23,704	$ 23,704	$0	0%	General Fund
Health Department	Our Savior Lutheran Church	Food Pantry Operation - 1515 W. Holmes Road	10/01/18	09/30/19	$ 7,200	$ 7,200	$0	0%	General Fund

Revenue Contracts

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2018 REV	2019 PROJECTED	Proj. Increase over 2018	% Increase over 2018
VA	Michigan Veterans Trust Fund	Services Provided for Ingham County Trust Fund	10/01/18	09/30/19	$ 7,800	$ 7,800	$0	0%
VA	Michigan Veterans Trust Fund	Services Provided for Ingham Clinton County Trust Fund	10/01/18	09/30/19	$ 1,700	$ 1,700	$0	0%
VA	Clinton County	Services Provided to Clinton County	01/01/19	12/31/19	$ 26,229	$ 26,229	$0	0%

COUNTY SERVICES COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2018 COST	2019 PROJECTED	Proj. Increase over 2018	% Increase over 2018	Funding Source
Board of Commissioners	GovQA	FOIA Software	01/01/19	12/31/19	$17,874	$18,303	$429	2.40%	General Fund
Financial Services	Eagle Claims Management	Workers' Comp Third Party Administrator	01/01/19	12/31/19	$ 27,500	$ 27,500	$0	0.00%	Comp Fund/MCF
Financial Services	Infinisource	Employees' Flexible Spending Account Administrator	01/01/19	12/31/19	$ 17,500	$ 17,500	$0	0.00%	Employee Benefit
Road Department	Precision Systems	Accounting Software Licenses	01/01/19	12/31/19	$ 14,655	$ 14,655	$0	0.00%	Road Fund
Road Department	Midwestern Consulting	Traffic Signal Database Support	01/01/19	12/31/19	$ 1,200	$ 1,200	$0	0.00%	Road Fund
IT	BOSS	Annual Maintenance for Help Desk Software	01/01/19	12/31/19	$ 14,425	$ 14,771	$346	2.40%	Network Fund
IT	Calero Software	Verismart Software Maintenance for Phone System	08/30/19	08/30/20	$ 2,172	$ 2,224	$52	2.39%	Network Fund
IT	Oracle	Sun Server Maintenance Contract	03/30/19	03/30/20	$ 5,553	$ 5,686	$133	2.40%	Network Fund
IT	DLT	Solarwinds Network Monitoring	03/21/19	03/21/20	$ 1,707	$ 1,748	$41	2.40%	Network Fund
IT	Solarwinds	Dameware Remote Support Software	06/18/19	06/18/20	$ 474	$ 485	$11	2.32%	Network Fund
IT	Oracle	Oracle Database Standard Edition - Processor Perpetual	02/20/19	02/20/20	$ 9,328	$ 9,552	$224	2.40%	Network Fund
IT	Service Express	Hardware Support Renewal for HP Servers	04/30/19	04/30/20	$ 3,960	$ 4,055	$95	2.40%	Network Fund
IT	Konica	RightFax	08/31/19	08/30/20	$ 5,647	$ 5,783	$136	2.41%	Network Fund
IT	CDWG	VMWare Renewal	03/31/19	03/31/20	$ 30,159	$ 30,883	$724	2.40%	Network Fund
IT	Seamless Docs	Seamless Docs Renewal	02/18/19	02/18/20	$ 24,000	$ 24,576	$576	2.40%	Network Fund
IT	Sentinel	Redsky e911 software support renewal	05/28/19	05/27/20	$ 3,150	$ 3,226	$76	2.40%	Network Fund
IT	Zayo	Dark Fibre & equipment	01/01/19	12/31/20	$ 5,150	$ 5,274	$124	2.40%	Network Fund
IT	Nationwide Power	Uninterrupted power supply support -911	12/01/19	11/30/20	$ 4,305	$ 4,408	$103	2.40%	Network Fund
IT	Vidcom Solutions	Ocularis Renewal for cameras	01/04/19	01/04/20	$ 15,000	$ 15,360	$360	2.40%	Network Fund

COUNTY SERVICES COMMITTEE

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2018 COST	2019 PROJECTED	Proj. Increase over 2018	% Increase over 2018	Funding Source
IT	CDWG	Annual Cost for Faronics Deepfreeze for the Ingham	03/01/19	03/01/20	$ 758	$ 776	$18	2.37%	Network Fund

REVENUE CONTRACTS

DEPARTMENT	CONTRACTOR NAME	REASON FOR CONTRACT	BEGIN DATE	END DATE	2018 REV	2019 PROJECTED	Proj. Increase over 2018	% Increase over 2018
Equalization	State of Michigan	Annual Grant for Remonumentation Program	01/01/19	12/31/19	$94,371	$94,314	-$57	0%

Agenda Item 9b

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

FROM: Teri Morton, Deputy Controller

DATE: November 8, 2018

SUBJECT: Resolution to Authorize Positions, Contracts and Other Expenses to Increase Treatment Programming as Authorized by the Justice Millage

For the meeting agendas of November 15 and 20

BACKGROUND

On August 7, 2018, Ingham County voters approved the Justice Millage. In addition to providing funding for a new Justice Complex, the millage language authorized funding for "programming for the treatment of substance addictions, treatment of mental illness, and reduction of re-incarceration among arrested persons."

The Law and Courts Committee held several discussions at meetings in 2017 and 2018 concerning the types of treatment programming to be authorized, and decided to allocate up to $1 million from the millage for this programming. Following passage of the millage, a workgroup consisting of representatives from 30th Circuit Court, 55th District Court, Community Corrections, Community Mental Health, Ingham County Health Department, Ingham County Sheriff's Office, the Board of Commissioners Office and the Controller's Office have developed a proposed budget for the expenditure of up to $911,242 in millage funds for the time period January 1 through December 31, 2019.

ALTERNATIVES

There are many beneficial services and programs that could qualify under the millage language to treat substance addictions, mental illness, and reduce recidivism. After much consideration, the programs presented here address the priorities developed by the Law and Courts Committee and the work group at this time.

FINANCIAL IMPACT

The proposed programs will total $911,242, with all costs to be paid from proceeds of the Justice Millage. The workgroup recommended to leave a small portion of the $1 million unallocated, providing budget flexibility to allow possible changes or additions once the new programming is underway.

Programs recommended for funding are as follows:

- Community Mental Health Correctional Assessment and Treatment Services (CATS): $452,650 to fund three full time mental health therapists to provide mental health therapy and case management services and to coordinate care and increase collaboration at the Ingham County Jail, one full time nurse case manager to work directly in partnership with the Ingham County Health Department/Jail Medical, to integrate behavioral health and physical health care, and one full time mental health secretary to provide clerical support for these services.
- Community Based Programs: $120,600 to fund electronic monitoring, substance abuse assessment and psychological evaluation, day reporting, and MRT – Cognitive Behavioral Change.
- Ingham County Health Department Pathways to Care Program: $95,000 to continue previously grant funded services in a client-centered approach to inmates who have a current or past history of opioid use.

- Ingham County Sheriff's Office/Jail: $99,000 to fund Break Out/MRT, trauma centered yoga, restorative justice, inmate garden initiative, educational DVDs, and seeking safety.
- Circuit Court/Pretrial Services: $175,377 to fund a Pretrial Services Clerk and a Pretrial Services Investigator.

This resolution will create two new positions in the Circuit Court/Pretrial Services division and increase a part-time position to full time in the Health Department effective January 1, 2019.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of providing user friendly, accessible facilities and quality infrastructure, specifically section E 1. (b) of the Action Plan – Develop strategies to finance with new revenue a modern new Ingham County Jail this is more humane, efficient and cost effective with appropriate security levels, programming and staffing.

OTHER CONSIDERATIONS

The allocated funds for programming from the millage are subject to approval and appropriation by the Board of Commissioners each year. Programs created in this first year will not necessarily be continued in upcoming years.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

Agenda Item 9b

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE POSITIONS, CONTRACTS AND OTHER EXPENSES TO INCREASE TREATMENT PROGRAMMING AS AUTHORIZED BY THE JUSTICE MILLAGE

WHEREAS, on August 7, 2018 the electorate of Ingham County approved the Justice Millage; and

WHEREAS, in addition to providing funding for a new Justice Complex, the millage language authorized funding for "programming for the treatment of substance addictions, treatment of mental illness, and reduction of re-incarceration among arrested persons"; and

WHEREAS, the Law and Courts Committee held several discussions at meetings in 2017 and 2018 concerning the types of treatment programming to be authorized; and

WHEREAS, a workgroup consisting of representatives from 30th Circuit Court, 55th District Court, Community Corrections, Community Mental Health, Ingham County Health Department, Ingham County Sheriff's Office, the Board of Commissioners Office and the Controller's Office have developed a proposed budget for the expenditure of up to $911,242 in millage funds for the time period January 1 through December 31, 2019; and

WHEREAS, the workgroup recommended to leave a small portion of the entire allocated amount of $1 million unallocated, providing budget flexibility to allow possible changes or additions once the new programming is underway; and

WHEREAS, this budget proposal is consistent with the direction of the Law and Courts Committee and the millage language.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a budget of up to $911,242 for the following treatment programs:

- Community Mental Health Correctional Assessment and Treatment Services (CATS): $452,650 to fund three full time mental health therapists to provide mental health therapy and case management services and to coordinate care and increase collaboration at the Ingham County Jail, one full time nurse case manager to work directly in partnership with the Ingham County Health Department/Jail Medical, to integrate behavioral health and physical health care, and one full time mental health secretary to provide clerical support for these services. (See attachment #1)
- Community Based Programs: $120,600 to fund electronic monitoring, substance abuse assessment and psychological evaluation, day reporting, and MRT – Cognitive Behavioral Change. (See attachment #2)
- Ingham County Health Department Pathways to Care Program: $95,000 to continue previously grant funded services in a client-centered approach to inmates who have a current or past history of opioid use. (See attachment #3).
- Ingham County Sheriff's Office/Jail: $99,000 to fund Break Out/MRT, trauma centered yoga, restorative justice, inmate garden initiative, educational DVDs, and seeking safety. (See attachment #4)
- Circuit Court/Pretrial Services: $175,377 to fund a Pretrial Services Clerk and a Pretrial Services Investigator. (See attachment #5)

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes creation of a new Pretrial Services Investigator position, ICEA Professional 06 (salary range $47,619, to $57,164), and a Pretrial Services Clerk position, UAW/C (salary range $30,391 to $36,171), effective January 1, 2019, to be funded by proceeds of the Justice Millage.

BE IT FURTHER RESOLVED, that positon number 601504, Community Health Worker, be increased from part-time to full-time effective January 1, 2019.

BE IT FURTHER RESOLVED, that 50% of funding for positon 601504 will be provided from proceeds of the Justice Millage from January 1, 2019 through May 28, 2019.

BE IT FURTHER RESOLVED, that 100% of funding for position 601504 and 25% of funding for position 601502 (Program Specialist) will be provided from proceeds of the Justice Millage from May 29, 2019 through December 31, 2019.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes a contract not to exceed $452,650 with the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties **(**CMH) for services as described in Attachment #1 for the period of January 1, 2019 through December 31, 2019.

BE IT FURTHER RESOLVED, that funds for this contract with CMH will come from the Justice Millage.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the 2019 budget and position allocation list.

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

ATTACHMENT #1

Community Mental Health Millage Proposal
Correctional Assessment & Treatment Services (CATS)

- **Three full time mental health therapist (approximately $225,000)** to provide mental health therapy and case management service.

    - Provide weekly therapy to clients who are exhibiting mental health symptoms, co-occurring disorders or adjustment issues.
    - Facilitation of weekly coping skills groups to be determined based on jail need.
    - Offer weekly therapy to juveniles (14-16 yr olds) and youthfuls (17 yr olds). Both juveniles and youthfuls cannot access current programing due to housing restrictions within the jail. Possibility to facilitate group therapy for youthfuls.
    - Follow up with those whom are housed in specialized observation housing within the jail and when appropriate work with client to help integrate in general population.
    - Develop a transitional plan by linking with CMH and/or community resources upon release, increase collaboration and created a successful transition plan when exiting the jail.
    - Service client who do not currently meet behavioral health programming criteria (short jail stays, outside funding area).

- **One full time nurse case manager (approximately $96,000)** to work directly in partnership with jail medical services, integrate behavioral health and physical health care between existing agencies, take orders from the psychiatrist, help manage medications for those connected with CMH and/or another mental health provider, coordinate withdrawal protocol/risk and develop transitional plan into the community.

- **One full time mental health secretary (approximately $55,000) to** provide clerical support, process all needed paperwork and take referral information relating to mental health programming as well as support the collaborative efforts with jail medical in regards to the nurse case manager.

***budget includes salary, fringe benefits, administrative and IT supports, etc. ***

PROGRAM BUDGET - COST DETAIL SCHEDULE **ATTACHMENT B.2**

Use WHOLE DOLLARS Only

PROGRAM	BUDGET PERIOD		DATE PREPARED
CATS Jails Mileage	From: 1/1/2019	To: 12/31/2019	9/5/2018
CONTRACTOR NAME: CMHA of Clinton-Eaton-Ingham Counties	BUDGET AGREEMENT: ☑ ORIGINAL ☐ AMENDMENT		AMENDMENT #

1. SALARY & WAGES: POSITION DESCRIPTION		COMMENTS	POSITIONS REQUIRED	GRANT COVERED COST: TOTAL SALARY
MENTAL HLTH THERAPIST	22100-6046-NEW	$ 51,793	1.000	$ 51,793
MENTAL HLTH THERAPIST	22100-6046-NEW	$ 51,793	1.000	$ 51,793
MENTAL HLTH THERAPIST	22100-6046-NEW	$ 51,793	1.000	$ 51,793
NURSE (RN) CARE MANAGER	22100-6059	$ 66,039	1.000	$ 66,039
SECRETARY	22101-4062	$ 37,857	1.000	$ 37,857
		1. TOTAL SALARY & WAGES:	5.000	$ 259,275

2. FRINGE BENEFITS: (Specify)				Composite Rate %	
☑ FICA	☑ LIFE INS	☑ DENTAL INS		44.00%	$ 114,081
☑ UNEMPLOY INS	☑ VISION	☑ WORK COMP		7.65%	
☑ RETIREMENT	☑ HEARING INS				
☑ HOSPITAL INS	☐ OTHER:specify-				
			2. TOTAL FRINGE BENEFITS:		$ 114,081

3. TRAVEL: (Specify if category exceeds 10% of Total Expenditures)		
Travel		$981
Conferences		$5,250
	3. TOTAL TRAVEL:	$ 6,231

4. SUPPLIES & MATERIALS: (Specify if category exceeds 10% of Total Expenditures)		
Supplies		$ 700
	4. TOTAL SUPPLIES & MATERIALS:	$ 700

5. CONTRACTUAL: (Subcontracts/Subrecipients) Name	Address	Amount	
		5. TOTAL CONTRACTUAL:	$ -

6. EQUIPMENT: (Specify)	Amount	
LAPTOPS	$ 2,166	$ 2,166
6. TOTAL EQUIPMENT:		$ 2,166

7. OTHER EXPENSES: (Specify if category exceeds 10% of Total Expenditures)		Amount	
Communication:	JAIL PHONES	$ 2,200	$ 2,200
			$ -
			$ -
SPACE:			$ -
Licensing	LICENSING FEES	$ 600	$ 600
OTHER:	PROGRAM STAFF TRAINING	$ 1,000	$ 1,000
			$ -
			$ -
			$ -
		7. TOTAL OTHER EXPENSES:	$ 3,800

8. TOTAL DIRECT EXPENDITURES: (Sum of Totals 1-7)			8. TOTAL DIRECT EXPENDITURES:				$ 386,253
9. INDIRECT COST CALCULATIONS:							
	Rate #1	Base $	9.40%	x Rate	$ 386,253	=	$ 36,308
	Rate #2	Base $	7.79%	x Rate	$ 386,253	=	$ 30,089
					9. TOTAL INDIRECT EXPENDITURES:		$ 66,397
10. TOTAL ALL EXPENDITURES: (Sum of lines 8-9)							$ 452,650

ATTACHMENT #2

COMMUNITY BASED PROGRAMS - MILLAGE PROPOSAL

Electronic Monitoring: $20,000

Electronic monitoring (EM) is a highly productive resource, capable of directly reducing the jail population while maintaining public safety. Offenders receive intense supervision by utilizing a variety of monitoring devices that can provide a broad range of supervision parameters based on the individual user. EM is used in pretrial supervision, as an alternative to incarceration while under the Sheriff's jurisdiction, saves jail resources that would otherwise be used for inmates who are hospitalized, and increases supervision and monitors probationers for alcohol use. These funds would supplement the annual County general fund allocation ($50,000 for FY2018)

Substance Abuse Assessments and Psychological Evaluations $10,000

Substance Abuse Evaluations determine if the individual has a drug or alcohol addiction, the extent of the addiction, if there are any co-occurring conditions, including any physical or mental health concerns, or any other drug use, the extent the addiction affects the person's life, and provides an understanding of the person and their circumstances. Psychological Evaluations determine the severity of a specific mental health concern or to determine an individual's capacity for adequate functioning. Assessments and evaluations are required to develop a sentence that include appropriate treatment and programming.

Day Reporting: $52,000

This program provides an additional layer of monitoring and supervision in the community; and, based on individual need, addresses a wide array of fundamental needs such as employment and housing to successful integration into the community. On-site evidence-based groups include Cognitive Behavioral Therapy, Dialectical Behavior Therapy, Seeking Safety, Anger Management, Conflict Resolution, and Financial Literacy. AA and NA groups also meet onsite. Expanding this State funded Community Corrections program will increase the number of offenders served, including those not be eligible under State MDOC approved criteria.

MRT – Cognitive Behavioral Change $18,600

Moral Reconation Therapy (MRT) is a systematic treatment strategy to decrease recidivism among adult criminal offenders by using 16 objectively defined steps focusing on seven basic treatment issues to promote positive change. Expanding this State funded Community Corrections program will increase the number of offenders served, including those not be eligible under State MDOC approved criteria.

TOTAL $100,600

Attachment #3

Ingham County Health Department Pathways to Care Program

Via our Pathways to Care program, the Ingham County Health Department provides services in a client-centered approach to inmates who have a current or past history of opioid use. A Community Health Worker (CHW) provides services during incarceration as well as after release. In the Pathways model, the CHW is supportive advocate to connect to resources and assuring transition into the community with appropriate support for recovery. The Pathways CHW is also an integral part of the case management team for the specialty courts. Currently a grant supports the positions required for this work, including a 0.5 FTE CHW, for a limited time. Our pilot project will end in 2019 unless continued funding is secured. We propose increasing the CHW to full-time to provide services to more clients as well as to continue the expansion of types of services provided. A full-time CHW might also allow us to expand our participation with the Specialty Court teams (we currently only work with the 55th District Court teams).

During incarceration, we provide:
• Support through in-person visits
• Connection to services in the jail for treatment and educational opportunities
• A plan of care for release including connection to agencies that offer support, services and treatment.
• Enrollment in health coverage
• Connection to Medically assisted treatment providers (methadone, suboxone, and Vivitrol) before you are released

After release we assist for up to 6 months by:
• Connecting to doctors, dentists, and other healthcare providers
• Finding community resources for housing, food, clothing and treatment
• Working with clients to understand basic health information needed to make quality health decisions.
• Working with clients to find resources for food, housing, employment, clothing, etc.
• Linking clients to recovery resources in your area, including treatment and counseling
• Access to naloxone for clients, their families, and/or friends.

Attachment #4

Ingham County Jail Education Programming

SEEKING SAFETY **Program price: $20,800.00**

The Seeking Safety program is an evidenced-based present-focused counseling model to help people attain safety from trauma and/or substance abuse. The program will serve both male and female inmates, providing two sessions per gender per week at a rate of $200 per session.

TRAUMA CENTERED YOGA **Program price: $10,400.00**

Trauma Centered Yoga is a very specific protocol of evidence based treatment designed for people who have experienced 'complex trauma/PTSD', and has been found to be useful as an adjunct to Cognitive Behavioral Therapy (Seeking Safety). The program will serve both male and female inmates, providing one session per gender per week at a rate of $200 per session.

BREAK OUT **Program price: $42,000.00**

This program is based on Moral Reconition Therapy (MRT) which is a form of cognitive-behavioral programing that focuses on recovery from substance misusing, abusing and dependent behaviors, identifying thinking errors that led to criminogenic thinking and identify goals to achieve once released. The program will serve both male and female inmates, providing two sessions per gender per week at a rate of $200 per session.

RESTORATIVE JUSTICE **Program price: $20,800.00**

The Restorative Justice Program offers inmates an opportunity to take accountability and repair the harm done by their crimes, while teaching mediation, conflict resolution, and problem solving. The program will serve both male and female inmates, providing one session per gender per week at a rate of $200 per session.

INMATE INITIATIVES **PROGRAM PRICE: $2000.00**

The Inmate Garden Initiative: There is strong evidence pointing to the importance of education in reducing recidivism. In addition to the classroom programs offered at the Ingham County Jail, education will be taking place outside by way of a vegetable garden. Inmates will be taught new skills such as how to use garden tools, prepare land, plant seeds and plants, and read planting information. There are items that need to be purchased yearly in order to sustain the garden such as seeds, plants and garden tools.

INMATE INITIATIVES **PROGRAM PRICE: $3000.00**

Educational DVD's: These DVD's would assist inmates in increasing their chances of making a successful transition to the community, overcoming barriers to employment and building their motivation and self-esteem.

Attachment #5

PROPOSAL FOR PROGRAMMING OPTIONS AND COSTS ESTIMATES
JAIL COMPLEX MILLAGE

Currently, approximately 40% of the inmates in the Ingham County jail are felony pretrial detainees. Expanding the current staffing to provide more risk assessment and supervision services for pretrial inmates will further promote the national movement toward using preventative detention only for individuals who are at a high risk of committing another offense or of failing to appear to court. The Ingham County Pretrial Services Division could provide these services with the addition of the following full-time positions:

Pretrial Services Clerk	$75,398.00
Pretrial Services Investigator	$99,979.00
Total	$175,195.00

The costs listed are inclusive of salary, fringes, and IT costs.

INGHAM COUNTY
ECONOMIC DEVELOPMENT CORPORATION

Our mission is to increase the economic vitality and quality of life county-wide by planning and coordinating development efforts, providing services, and facilitating advantageous partnerships.

TO: INGHAM COUNTY BOARD OF COMMISSION

FROM: INGHAM COUNTY ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS AND LANSING ECONOMIC AREA PARTNERSHIP (REPRESENTING INGHAM COUNTY ECONOMIC DEVELOPMENT CORPORTATION UNDER ITS CONTRACT WITH THE COUNTY)

DATE: FRIDAY, NOVEMBER 9, 2018

RE: MOTION TO SUPPORT VILLAGE OF OKEMOS, DOWNTOWN DEVELOPMENT AUTHORITY (DDA) REQUEST FOR COUNTY MILLAGE SUPPORT

Per the attached memo as agenda item 7-a from the Friday, November 9, 2018 meeting of the Ingham County Economic Development Corporation Board of Directors, please find below the Motion to support the "Downtown Okemos Village" project request.

Motion: Polsdofer moved to approve support of "Downtown Okemos Village" project, as recommended in the attached memo. Motion seconded by Brimley.

Yeas: Unanimous. Motion carried.

ROT/dr
November 9, 2018
Attachment

1000 S Washington Avenue, Suite #201
Lansing, Michigan 48910-1682
P: (517) 702-3387 | F: (517) 702-3390
purelansing.com

TO: **INGHAM COUNTY ECONOMIC DEVELOPMENT CORPORATION**

FROM: **LANSING ECONOMIC AREA PARTNERSHIP (LEAP – REPRESENTING INGHAM COUNTY UNDER ITS CONTRACT WITH THE COUNTY)**

DATE: **FRIDAY, NOVEMBER 9, 2018**

RE: **VILLAGE OF OKEMOS, DOWNTOWN DEVELOPMENT AUTHORITY (DDA) REQUEST FOR COUNTY MILLAGE SUPPORT**

THE STORY:

The Village of Okemos Downtown Development Authority (DDA) of Meridian Township is working with a group of credible, financially capable developers who are proposing to transform the heavily contaminated, underutilized and deteriorating "Downtown Okemos Village" area into a cleaned, new, vibrant, mixed use, $150 million village development bringing back historic main street character and vibrancy. We refer to the area as the Village of Okemos.

This specific area, including the buildings and land, have been in severe decline over the decade. The area looks and feels mostly like a small, dense, walkable downtown village setting. The Meridian Township DDA has already been in place for several decades. The properties are underutilized, if not essentially abandoned. Property values are depreciating. To make matters worse, underneath, and approaching the Red Cedar River and under some public easements, are very serious and difficult contamination issues that cannot be addressed and remediated in any low-cost manner, or by the DEQ, without this project.

This commercial gathering area of our community is at a crossroads and it's a strategically important area to the entire county and region, whether you live and work in Meridian or in more rural or urban areas of Ingham County. The successful redevelopment of this area will contribute to the overall well-being of us all by:

1) Cleaning a severely contaminated site threatening, someday, the Red Cedar River.
2) Will create new revenue for all taxing entities and county-wide services.
3) Cost to the county for new services will be very limited if any at all.
4) Reserves the greatest, substantial revenue increases for all schools and the intermediate school district.
5) Creates a variety of new job opportunities.
6) Addresses an important niche of living space that is mostly unmet in our region, yet important to our regional economic development efforts in attracting talent.
7) Will increase overall property values across area.

Through the last decade, multiple attempts by multiple property owners and five different development teams have failed in their attempts to redevelop these Village of Okemos properties. Now, a new development team, in partnership with the existing Meridian Township DDA, a newly formed Meridian Brownfield Authority, plus participation by the Michigan Department of Environmental Quality (MDEQ), have put together a plan and a viable, financial concept that promises to finally mitigate contamination, redevelop declining property, create new jobs with a beautiful and functional place, while also producing new tax revenue for Meridian Township and all of Ingham County.

Economic times are good now. A viable developer with a fine plan is ready to go. We either move together now, in partnership, or this may be our last chance, for many decades to come, to seize this moment of rare opportunity and move this area forward rather than watch its continued deterioration in the middle of our community.

We have a choice.

THE ASK:

In order to make this project happen, Meridian Township, their DDA and the development team are asking for Ingham County's support of a 100% total county millage capture, allowing for their $150 million mixed use project to go forward to recreate the Village of Okemos. All taxing entities are being asked for the same millage capture support. The CATA Board of Directors has voted unanimously to support the project with their full millage capture. Other taxing entities are being approached now.

The Ingham County Board of Commissioners has adopted a policy that addresses a process for millage capture requests. Beyond its recommended guidelines, the policy also states that the Ingham County Economic Development Corporation Board of Directors must first contemplate, study the request and make a recommendation, on the request, to the Ingham County Board of Commissioners.

Request Facts:

1) 100% capture of all county taxes including Operation and Special county millages.
2) The current tax base, in the DDA district, for all taxing entities and special millage assessments will remain in place and continue to pay out to the taxing entities.
3) In a highly unusual move, the Meridian Township DDA will agree to release an annual, additional tax base average of 2.14% incremental revenue growth, to the county, to its special millage assessments and to all taxing entities, considerably higher than realized inflation rates in recent years.
4) This additional 2.14% annual increase to all taxing entities, may be an important factor in offsetting any newly necessary public services to be provided to the village by the county and/or other taxing entities. Regardless, because police and fire are provided by Meridian Township, the public services impact on Ingham County should be very minimal.
5) K-12 schools and Intermediate schools are not captured by the DDA. Thus, due to the property value increases as a result of the project itself, the schools will reap the most additional revenue benefit.
6) There is a hard start and stop to the additional capture plan of the DDA. It is a proposed 20-year capture timeframe and is not open-ended to its capture.
7) If you're an environmentalist, this is your project. This is the only way to properly remove and clean the discovered severe contaminants that are underground and moving toward the Red Cedar River and, of which, are already under some public easements.

THE RECOMMENDATION:

Due to the benefit to the entire county-wide community, as listed above, LEAP recommends to the Ingham County EDC Board of Directors that it votes to recommend to the Ingham County Board of Commissioners a 100% opt in of its total millage, including special assessment millages, as a participant in the Meridian Township (Village of Okemos) DDA Tax Increment Finance 20 year (TIF) amended Plan. Without this approval, the currently proposed $150 million project will not be a go and the county and all taxing entities will, actually, over the years of non-development, potentially see stagnant to marginal decline in tax revenue from the area.

THE PROBLEM:

Meridian Township is not a statutorily defined "Core Community" by the state of Michigan, a perhaps antiquated definition arbitrarily set up decades ago by the state of Michigan legislature. Originally, the law was a well-needed policy effort to give additional tools to the most difficult of difficult redevelopment sites in the state, primarily those locations in urban center areas, as well as county seats and a few urban townships. The theory was to try to make these extraordinarily expensive sites, via the new Core Community tools, as equally, financially viable, for redevelopment as are easy and cheap greenfield sites in more typical, suburban locations. The great equalization, if you will- or an end to the subsidization of the suburban sprawl menace of the 60s – 80s that destroyed Michigan's cities – and Michigan itself, one could argue.

In a Core Community, the brownfield TIF reimbursement program could be used, not only for contamination cleanup efforts, but for extraordinary problems: Site prep work, demolition, lead and asbestos removal and generally, other expensive, public infrastructure improvements. Non-Core Communities, like Meridian Township, can only use the brownfield TIF reimbursement program for clean-up costs of contamination.

Yet, the Village of Okemos site itself falls within some sort of in-between of the Core Community intention and modern reality. Portions of Meridian Township are dense and exhibit some inner urban ring issues, as it borders the City of East Lansing. While all of Meridian Township obviously does not deserve nor should it ever receive anything like Core Community status or the use of its tools, there are reasonable, limited circumstances where it may be warranted.

Specifically, the Village of Okemos site does not enjoy the natural advantages and financial benefit of a typical greenfield site. In fact, this commercial node is as troubled, dense, walkable, contaminated, in- decline area with empty old buildings and underutilized lots and surface parking areas, looking much like any Core Community urban area.

The proof is in the pudding. Like most urban areas, where the free market is unable to remedy the financial liabilities of a site, the free market, including five different development teams over the last decade, have not been able to successfully redevelop this site.

Yet, this site in Meridian Township is not allowed to have access to Core Community (brownfield infrastructure) tools. It is saddled to a certain purgatory. And that is bad for us all.

The Village of Okemos site is not only very contaminated and will require substantial clean-up costs, most of which can be covered by the Non-Core Community brownfield TIF reimbursement program, but its demolition, site prep and other necessary infrastructure improvement -type of extraordinary needs, are extraordinarily expensive and cannot be covered by the Non-Core brownfield program.

Thus, this unique site is not financially viable for successful redevelopment without partnership and assistance (DDA amended plan and tax capture). If it remains as is, ultimately, this site and situation will continue to contaminate, not only the ground and water of our community, but the future growth and revenue possibilities of all taxing entities throughout Ingham County.

THE SOLUTION:

Meridian Township wishes to amend its existing DDA, so that all taxing entities are opted in, fully at 100%, including special assessment millages, allowing for the total capture of taxes (millages) for twenty years by this DDA District area. That DDA area is 97 parcels including the Village of Okemos. The revenue raised by this DDA capture, will be utilized by the Village of Okemos project to reimburse the developer for, what would have been, Core Community extraordinary costs: Demolition, site preparation, public infrastructure improvements, parking, etc. The brownfield, that will be put in place by the Meridian Township Brownfield Authority, will cover the cleanup costs.

To put it another way, the Village of Okemos site will be:

1) A non-core community brownfield site. This will allow for the reimbursement of clean-up costs on the site, which are substantial.
2) The overlapping DDA capture will fund what would have been Core Community brownfield eligible activity, like demo, site prep, parking and other public infrastructure improvements etc. necessary for a project to be financially viable.

Thus, by combining both capture entities, Meridian Township (Village of Okemos) has created nothing more than a very typical, appropriate Core Community-like brownfield project, one that will allow for a $150 million private investment to occur.

In fact, to re-emphasize this point, the DEQ will be participating with this project and perhaps the MEDC with CRP monies.

It is important to note that this DDA capture request, has a clear start and end to its capture, with nearly all proceeds targeted to a specific, beneficial project to the community. It looks and feels more like a Core Community brownfield, then an open-ended, never ending, non-project specific TIF capture scenario.

Why 100% capture? Through LEAP's analysis of the what limited financial information currently exists about the project, we believe that Meridian Township and the developers do adequately demonstrate that, without a 100% capture, the project is too marginal to be successfully completed at the scale desired.

THE PROJECT:

Is a multi-phased project that may be up to three to five stories tall, located on multiple parcels of property. The developers are a group of local and national, experienced developers. The financial partner of the project is West Pac (Pat Smith) and include Scott Weaver and Wil Randle.

There have been numerous questions about the project put forth by the Ingham EDC Board of Directors. Unfortunately, beyond conceptual, the project as yet, and has not been truly designed or detailed in any way. Naturally, the developer is unwilling to proceed with any further expenses to hone the project until they have a deeper understanding about whether the DDA TIF will be adequate to support the project and if the community of Meridian Township is willing to support the project as well. That entire public engagement process will apparently begin in Meridian Township in January 2019.

There is one part of this mixed-use project that we apparently do know: A portion of the project will be "luxury" apartments. LEAP feels very strongly that this is an important reason to support the project. There has been repeated commentary, from the higher end business community to Michigan State University, that there is a need for high end, large, luxury living spaces for higher end visitors who may only be living in our community for a couple of years. Think, an F-RIB physicist from London, who has been awarded a two-year research project on the F-RIB or a SR VP at an insurance company. These types of persons, for the most part, may be seeking a high end, cosmopolitan, safe, yet temporary living space.

Our region does a poor job of providing this kind of niche housing to attract and keep talent, so we feel this kind of housing project could be very beneficial to the overall business community and to the region as a whole.

Additionally, MSU has noted that there is a lack of appropriate higher end, apartment-like housing, for retired or soon-to-be retiring professors. Obviously, this location may be a decent location for such a market.

We know that several Ingham EDC Board members have wanted to know about the project itself or, specifically, want to know more about the possibility of adding an affordable housing component to the project. The best we can gather from the developer at this time, is that the developer does not know. Simply put, the project is just too pre-mature for that detailed planning yet and will be mostly the decision of local Meridian Township. What the developer is attempting to do, now, is to merely figure out whether there is a viable, financial framework along with necessary support from the community for that frame work to make a $150 million project a go on this site. So, we're in a classic chicken and egg scenario.

WHAT HAPPENS IF INGHAM COUNTY OPTS IN AND THEN THE PROJECT DOESN'T HAPPEN?

LEAP recommends several things:

1) Within an Inter-Governmental, multi-party agreement between Ingham County, Meridian Township, Meridian Township DDA and Meridian Township Brownfield Authority, we believe that the Meridian DDA should, "By December 30, 2021, agree to return additional, future millage, approved by the county and captured by the DDA, if this project or a similar project is not fully approved by Meridian Township and satisfactorily completed by a developer."
2) In an Intergovernmental agreement between Ingham County and Meridian Township, we believe that if the Meridian DDA and/or Meridian Township EDC or Meridian Township itself or some combination were to be asked to bond in any form in support of this project, and if the project

were to come to an inadequate position to re-pay those bonds due to lack of project revenue, that any "agreed upon additional millage approved by the county, in the event of a default on bond payments of any variety, must be re-paid in full each year to the county by Meridian Township."

WHAT HAPPENS IF OTHER TAXING ENTITIES DON'T APPROVE A 100% CAPTURE?

Both Meridian Township and the developer have adequately shown financial figures that tell us they can probably sustain losing a couple of the smaller millage entities like CRAA and CADL, but that they cannot lose, nor agree to anything less than 100% capture, from Ingham County, LCC, CATA (already approved) and Meridian Township.

LEAP recommendations:

1) In an Intergovernmental agreement, perhaps the county can go ahead, now, and approve a 100% capture for the DDA, but include language that would not allow the County Treasurer or Administrator to sign off on a final agreement for opt in until the necessary other taxing entities have also voted approval at 100% capture.
2) We are not recommending this, but the County Board of Commissioners could refuse to approve the opt in until all other entities have approved at 100% opt in.

SHOULD THE COUNTY HAVE A UNIFORM POLICY ABOUT TAX CAPTURE?

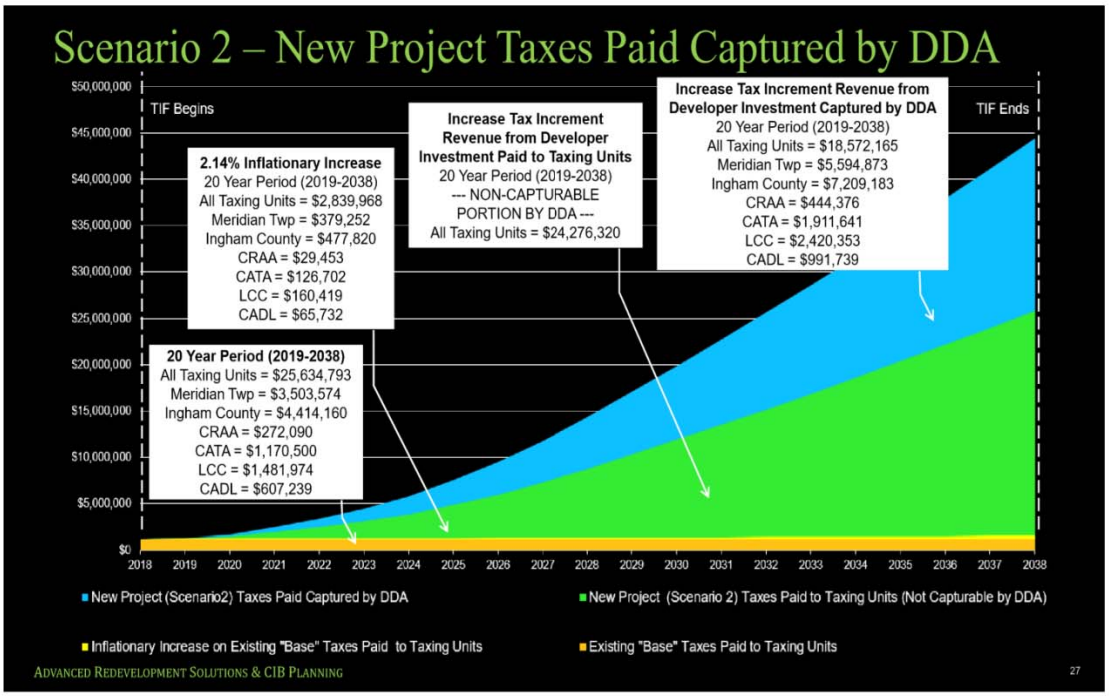
In our LEAP opinion, formulas are always tempting in economic development, but almost always lead to poor decisions rather than more informed decisions. It is best to debate the individual needs and importance of each scenario or project separately. This is fairer and leads to better financial decisions.

Ingham County DDA's (Percentage Ad Valorem Capture) as of October 11, 2018
Information collected from Taxing Jurisdictions*

		Percentage Ad Valorem Capture by Taxing Jurisdiction				
AD VALOREM TAXING AUTHORITIES/ TAXING JURISDICTIONS (TJs)	Millage Rate Paid on Real Property	Mason	Williamston	Lansing Township	East Lansing	Delhi Township
Local**	Varies by Jurisdiction	100%	100%	80%	53.40%	40%
County	11.3400	100%	100%	80%	28.50%	40%
Capital Region Airport Authority - CRAA	0.6990	100%	100%	80%	28.50%	40%
Capital Area Transportation Authority - CATA	3.0070	100%	100%	20%	6.60%	40%
Lansing Community College - LCC	3.8072	100%	100%	20%	11.50%	40%
Capital Area District Library - CADL	1.5600	100%	-	20%	-	40%***

Notes:
* Information assumed accurate based upon data provided from Taxing Jurisdictions.
**Local Millage Rate Paid on Real Property varies by Taxing Jurisdiction.
***Delhi Township CADL Capture up to 2020 is 40% then drops to 25% thru 2024 and then expires.

HOW MUCH NEW REVENUE IS THE COUNTY LIKELY TO RECEIVE ANNUALLY VERSUS WHAT IT WILL RECEIVE UNDER CURRENT CONDITIONS?



Scenario 2 - DDA Plan Expires
Estimated Gain in Taxes Comparison Summary -
Taxes No-Longer Captured in 2039
(2018 vs 2039)

Comparison Periods	All Taxing Units	Meridian Twp	Ingham County	CRAA	CATA	LCC	CADL
Current Year 2018 Taxes Paid Existing Taxes Paid (Base)	$1,281,740	$175,179	$220,708	$13,604	$58,525	$74,099	$30,362
Year 2039 Taxes Paid All Tax Revenue for Distribution to Taxing Units after DDA TIF Plan Expires	$4,662,470	$626,730	$789,618	$48,672	$209,382	$265,100	$108,625
Annual Gain in Total Taxes (2018 vs 2039) Due to Plan Update	**$3,380,730**	**$451,551**	**$568,910**	**$35,068**	**$150,857**	**$191,001**	**$78,263**

ADVANCED REDEVELOPMENT SOLUTIONS & CIB PLANNING
30

Financial Policy No. 430
Tax Sharing Agreements

Approved: April 12, 2005 Resolution No. 05-094

The Ingham County Board of Commissioners adopts the following revised policy with respect to the capture of county property tax revenues within new or expanded development districts including those under the Local Development Finance Authority Act (LDFA), the Downtown Development Authority Act (DDA), and other tax authorities or municipalities.

A. The County will not permit the capture of county property tax revenues in any new or amended development district unless the Ingham County Board of Commissioners has approved a tax sharing agreement with the affected development district and the affected municipality.

B. Except as otherwise provided in this resolution for high technology activities, the County will only consider the approval of a tax sharing agreement that meets the following conditions.

1. The agreement must be for specifically defined public infrastructure projects which are directly related to the economic growth within that district. Economic growth is understood to be the creation, retention, and expansion of jobs and income.

2. Specifically defined public infrastructure projects must be for specific items of work, each of which is limited to a specific maximum dollar amount to be completed within a specified time period. The agreement shall specify the maximum amount of captured property tax revenues and the time over which those revenues may be captured. It shall also specify that any excess collections must be returned to the County Treasurer annually.

3. The affected jurisdiction must allow the capture and expenditure of its property tax revenues for the same period of time during which the County tax revenues are being captured and expended in the district.

4. If tax revenue is generated faster than anticipated due to growth within the district exceeding initial projections, the additional revenues may be used to decrease or call any bonds or other debt obligations related to the projects approved by the tax sharing agreement in proportion with funds from other taxing jurisdictions.

5. The County Treasurer shall take the necessary steps to assure that captured property tax revenues collected in excess of the amounts permitted by the agreement are returned to the County on an annual basis.

C. The County recognizes that some economic development projects may not be strictly public infrastructure and will consider other project proposals related to high technology activities as defined in section 3 of the MEGA legislation, PA 124 of 1995 (MCL 207.803) as necessary.

D. The County Economic Development Corporation is designated as the county agency responsible for evaluating requests for the capture of county property tax revenues as to conformance with this policy and shall recommend approval or disapproval of any such proposed agreement to the Board of Commissioners.

1. Upon receipt of a request for the capture of county property tax revenues, a copy of that request shall be forwarded to the County Economic Development Corporation for review and comment.

2. A resolution responding to the request as provided by this policy shall be placed on the appropriate committee agendas for consideration and final action by the Board of Commissioners within the sixty (60) day statutory requirement.

3. County Commissioners may also consider other relevant issues regarding the agreement proposal including the possible environmental impact of the projects proposed in the agreement.

E. An initial rejection by the Board of Commissioners of a county property tax revenue capture request may be rescinded if and when a tax sharing agreement that meets the conditions of this policy is reached.

Downtown Development Authority Tax Increment Financing Update

THEN

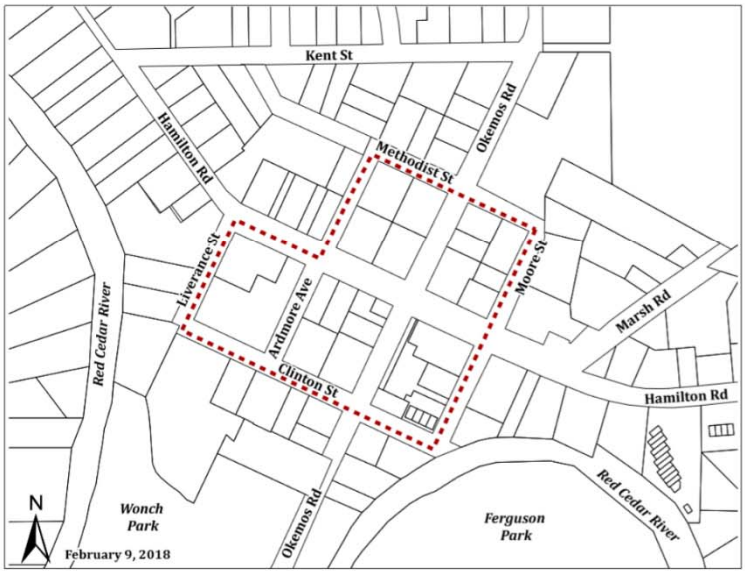
- Established in 2006
- 97 Parcels
- Near 100% occupancy, but aging infrastructure
- Limited tax increment revenue for minor improvements
- Recession and blight has taken its toll on:
  - Taxable Values
  - Income to the DDA
  - Occupancy

1

Current Conditions: 11 empty buildings, contamination, obsolete infrastructure and angry residents.

2

The Township is "All In"



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5 Core Blocks Targeted in 2017 Master Plan

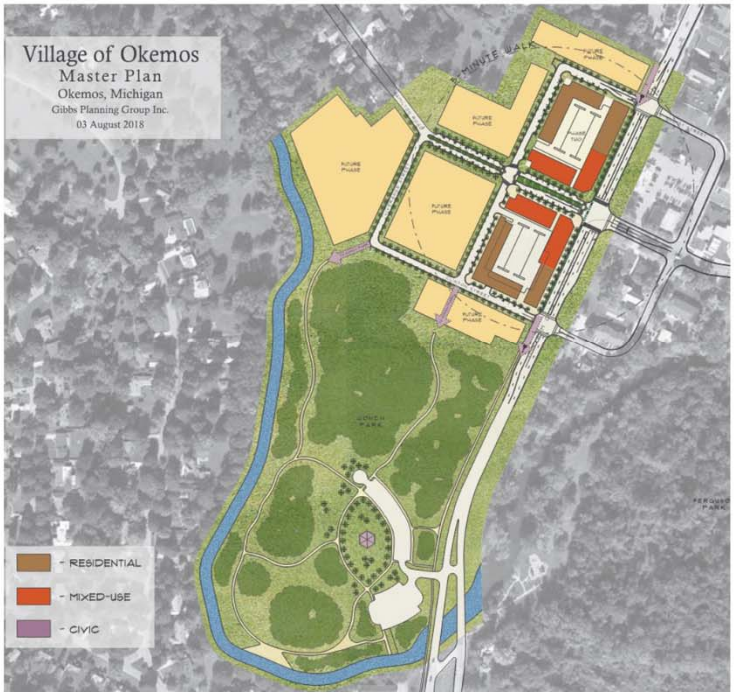
- Hired Economic Development Director
- Created $700,000 Redevelopment Fund to Assist Developers
- Updated Ordinance for Taller Buildings & More Dense Development
- Established Meridian Brownfield Redevelopment Authority
- Certified as a Redevelopment Ready Community via the Michigan Economic Development Corporation (MEDC) - First Township in MI

We Have A Developer

- Partnered with Douglas J
- Secured Ownership of 3 of 5 blighted and contaminated target core block area
- Paid for traffic study & has approved traffic plan
- Due Diligence has identified contamination and infrastructure costs
- Developer is willing to do the necessary work, so long as there is a mechanism for reimbursement

4

- Proposing multi story mixed-use redevelopment
- Commercial on 1st floors, residential above and integrated parking
- Expected Capital Investment of $100M in Phase 1 (2 colored blocks)
- Anticipated Capital Investment of $50M in Phase 2 (current Douglas J block)
- Significant increases to Future Taxable Values
- Plans to activate Wonch Park and Red Cedar River



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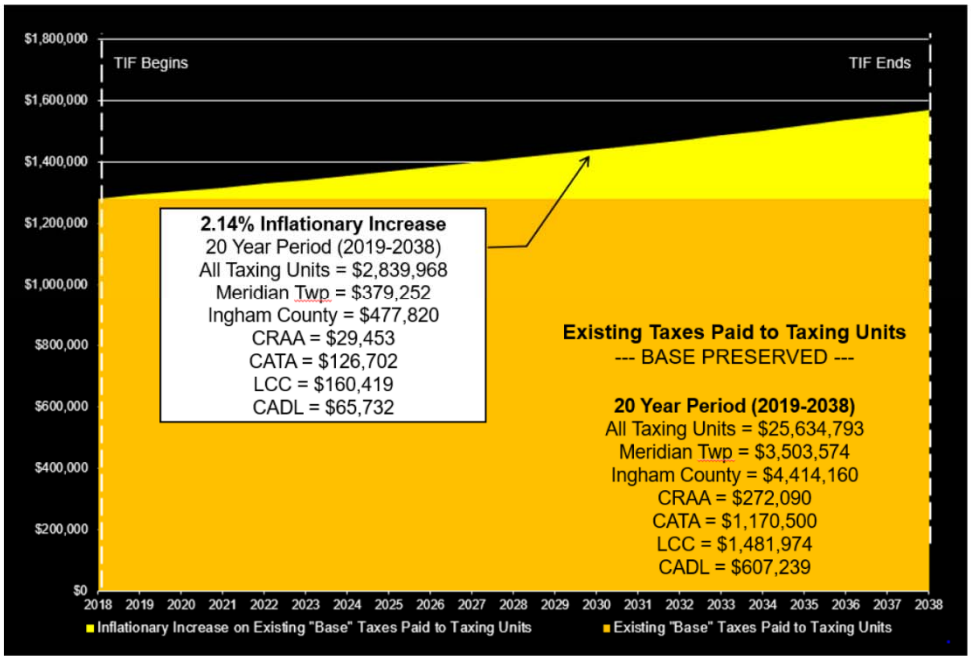
- Township proposes setting a new 2018 Base Taxable Value (assessed values on December 31, 2017)
- Goal is to remove any perceived loss in future tax revenues – Township will preserve existing Base Taxes Paid to ALL Taxing Jurisdictions
- DDA Board values the Taxing Jurisdictions ability to meet their budgetary needs – DDA Board voted unanimously to build in an annual inflationary rate multiplier of 2.14% on the Base Taxes Paid each year of the 20 years of the TIF Plan
- 2.14% is the largest average annual multiplier/ ratio increase over the last 5, 10, 15 and 20-Year averages for Real (Land and Land Improvements and Buildings) Property Values in MI

Inflation Rate Multiplier/ Ratio for Real Property Values in Michigan
Source: State of Michigan - Department of Treasury

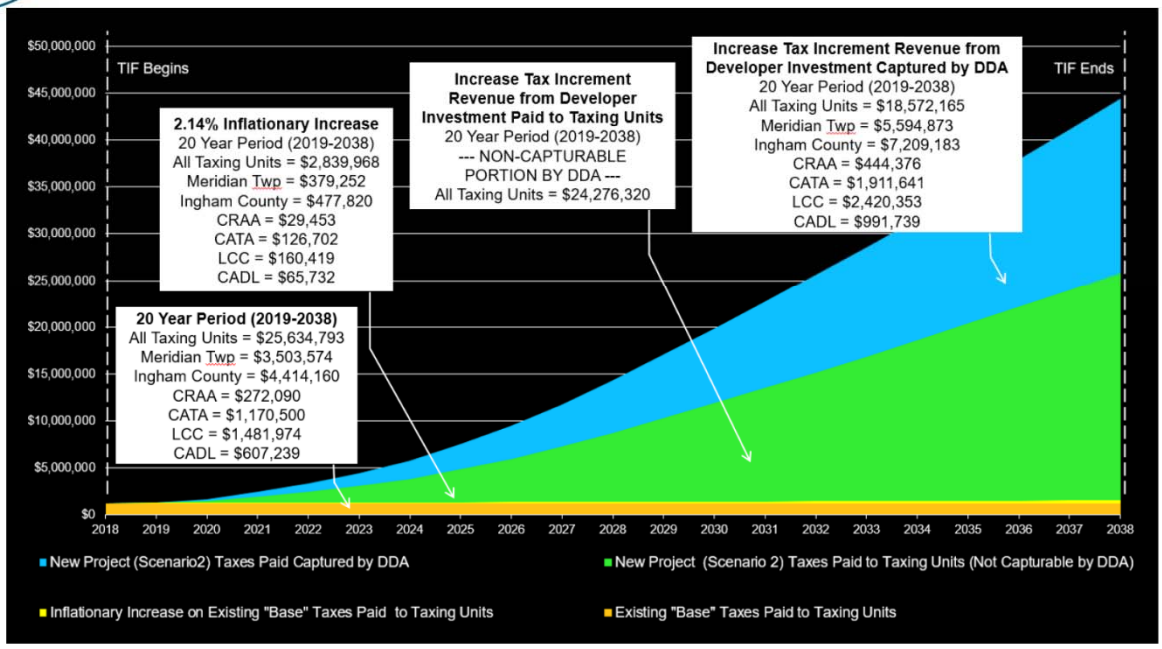
Year No.	Year	Inflation Rate Multiplier/ Ratio	Inflation Rate as a Percentage Rate	5 Year Average	10 Year Average	15 Year Average	20 Year Average
1	1995	1.026	2.60%	-	-	-	-
2	1996	1.028	2.80%	-	-	-	-
3	1997	1.028	2.80%	-	-	-	-
4	1998	1.027	2.70%	-	-	-	-
5	1999	1.016	1.60%	-	-	-	1.60%
6	2000	1.019	1.90%	-	-	-	1.90%
7	2001	1.032	3.20%	-	-	-	3.20%
8	2002	1.032	3.20%	-	-	-	3.20%
9	2003	1.015	1.50%	-	-	-	1.50%
10	2004	1.023	2.30%	-	-	2.30%	2.30%
11	2005	1.023	2.30%	-	-	2.30%	2.30%
12	2006	1.033	3.30%	-	-	3.30%	3.30%
13	2007	1.037	3.70%	-	-	3.70%	3.70%
14	2008	1.023	2.30%	-	-	2.30%	2.30%
15	2009	1.044	4.40%	-	4.40%	4.40%	4.40%
16	2010	0.997	-0.30%	-	-0.30%	-0.30%	-0.30%
17	2011	1.017	1.70%	-	1.70%	1.70%	1.70%
18	2012	1.027	2.70%	-	2.70%	2.70%	2.70%
19	2013	1.024	2.40%	-	2.40%	2.40%	2.40%
20	2014	1.016	1.60%	1.60%	1.60%	1.60%	1.60%
21	2015	1.016	1.60%	1.60%	1.60%	1.60%	1.60%
22	2016	1.003	0.30%	0.30%	0.30%	0.30%	0.30%
23	2017	1.009	0.90%	0.90%	0.90%	0.90%	0.90%
24	2018	1.021	2.10%	2.10%	2.10%	2.10%	2.10%
			Average =	**1.30%**	**1.74%**	**2.09%**	**2.14%**

6

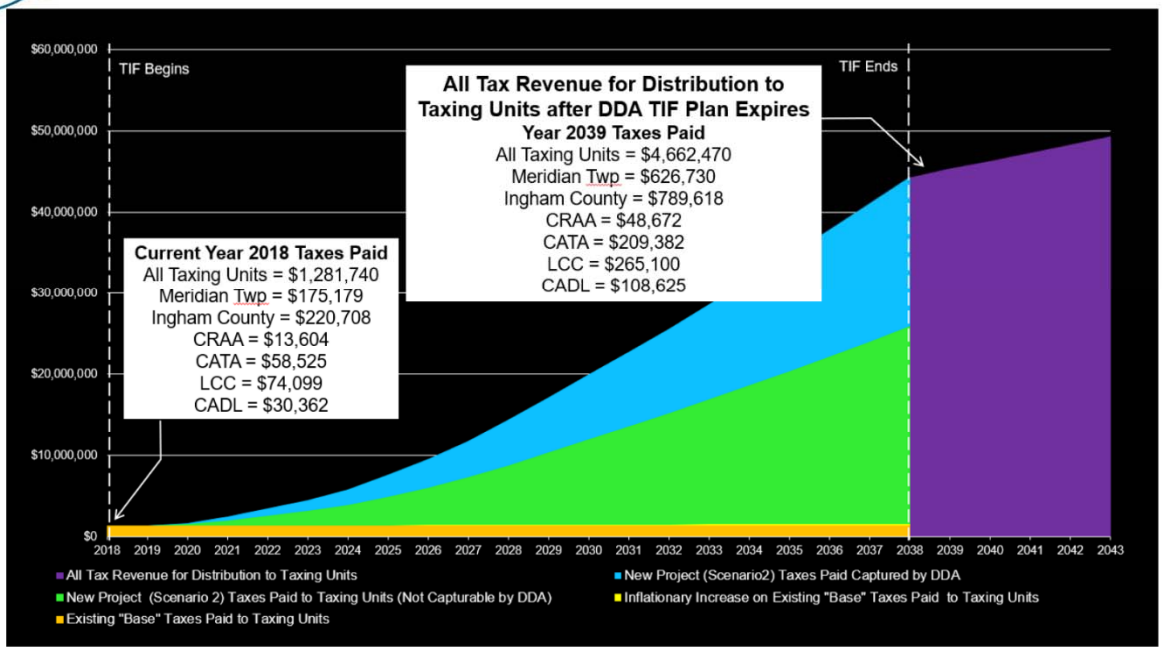
20-Year Base Plus Annual Inflationary Rate Increase



Value Increase, Capturable and Non-Capturable



Windfall in 2039



DDA TIF Update: SUMMARY

- Township needs help from DDA and Michigan Department of Environmental Quality (MDEQ) funding to make this land redevelopment ready
- If the DDA Plan does not get full support of the Taxing Jurisdiction's the redevelopment project will not happen
- If Taxing Jurisdictions participate and the redevelopment project occurs, these 97 parcels will not continue to decline in value
- The 2.14% annual increase appears to be higher than any Taxing Jurisdiction's annual forecasted budget increase
- Note:
  - Even if the project begins immediately, there will not be a substantial increase in taxable value until 2022
  - Base Taxes Paid will continue to pass on to the Taxing Jurisdictions
  - Shortfalls from the calculated 2.14% annual increase in any year will be tracked
  - In the year that sufficient future taxable value occurs in the 5 Block Core Area (anticipated Calendar/Tax Year 2022), each Taxing Jurisdiction will begin to receive the 2.14% annual increase in tax revenue on the Base Taxes Paid

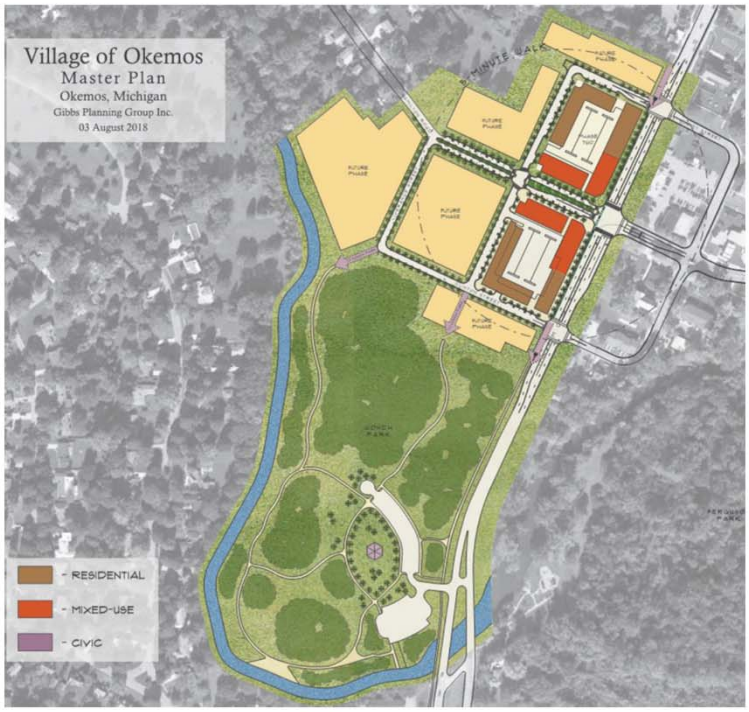
If we don't take full advantage of this amazing opportunity, it is likely this space will remain blighted for decades to come!

Thank You!

Chris Buck
Director of Economic Development
Buck@meridian.mi.us
517.853.4568

Eric P. Helzer, EDFP
Advanced Redevelopment Solutions
EPHelzer@msn.com
517.648.2434

Carmine Avantini
CIB Planning
Avantini@cibplanning.com
810.335.3800



Agenda Item 9c

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO NEGOTIATE A TAX SHARING AGREEMENT WITH MERIDIAN CHARTER TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY

WHEREAS, the Meridian Township Downtown Development Authority (DDA) was incorporated in 2005 pursuant to the Downtown Development Authority Act (MCL 125.1651 *et seq*.) (the Act); and

WHEREAS, the DDA is permitted by the Act to capture certain tax revenue from various taxing authorities which are authorized to levy taxes on property within the established downtown district; and

WHEREAS, Ingham County is a taxing jurisdiction whose tax revenue is subject to capture by the DDA as provided by the Act; and

WHEREAS, the DDA is specifically authorized, pursuant to Section 14 of the Act (MCL 125.1664(4)), "…to enter into agreements with the taxing jurisdiction and the governing body of a municipality in which the development area is located to share a portion of the captured assessed value of the district"; and

WHEREAS, Ingham County has adopted a policy with respect to the capture of county property tax revenues within new or expanded development districts including those under the Downtown Development Authority Act; and

WHEREAS, under its established policy, the County will not permit the capture of county property tax revenues in any new or amended development district unless the Board of Commissioners has approved a tax sharing agreement with the affected development district and the affected municipality; and

WHEREAS, in accordance with Section 14 of the Act, the parties desire to enter into a Tax Sharing Agreement; and

WHEREAS, the County Economic Development Corporation has recommend approval Tax Sharing Agreement to the Board of Commissioners.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the Tax Sharing Agreement between the Meridian Charter Township Downtown Development Authority and The County of Ingham following parameters established by the Board of Commissioners.

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# 10a

City of Lansing
Notice of Public Hearing

The Lansing City Council will hold a public hearing on November 19, 2018 at 7:00 p.m. in the City Council Chambers, 10th Floor, Lansing City Hall, Lansing, MI, for the purpose stated below:

To afford an opportunity for all residents, taxpayers of the City of Lansing, other interested persons and ad valorem taxing units to appear and be heard on the approval of Brownfield Plan #75 – Capital City Market Redevelopment Project pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, Public Act 381 of 1996, as amended, for property commonly referred to as 600 East Michigan Avenue located in the City of Lansing, but more particularly described as:

A parcel of land in Block 242, Original Plot, City of Lansing, Ingham County, Michigan, as recorded in Liber 2 of Plots, Page 36, Ingham County Records, Connard's Subdivision on Lot 1, Block 242, Original Plot, City of Lansing, Ingham County, Michigan, as recorded in Liber 1 of Plots, Page 31, Ingham County Records, and in Barnard's Subdivision on Lots 2, 3 and 4, Block 242, Original Plot, City of Lansing, Ingham County, Michigan as recorded in Liber 1 of Plots, Page 32, Ingham County Records, the surveyed boundary of said parcel described as: Beginning at the Northwest corner of said Connard's Subdivision; thence S89*25'55"E along the North line of said Connard's Subdivision 425.18 feet (recorded as 425.04 feet) to the Northeast corner of said Connard's Subdivision; thence S00*06'32"W along the East line of said Connard's Subdivision, the East line of said Block 242, and the East line of said Barnard's Subdivision 521.16 feet to the Southeast corner of Block 1, said Barnard's Subdivision; thence N89*29'27"W along the South line of said Block 1 a distance of 429.20 feet (recorded as 429.00 feet) to the Southwest corner of said Block 1; thence N00*33'03"E along the West line of said Barnard's Subdivision 121.50 feet to the Northwest corner of Block 1 of said Barnard Subdivision; S89*28'32"E along the north line of said Block 1 of Barnards Subdivision 135.00 feet to the East line of the West 135 feet of Lot 2, said Block 242; thence N00*33'02"E along said East line 78.23 feet to the South line of the North 8 feet of said Lot 2, Block 242; thence S89*18'57E along said south line 30.00 feet to the Southerly Extension of the East line of Lot 23, said Connard's Subdivision; thence N00*33'03"E along said Southerly extension of the East line of said Lot 23 and the East line of Lots 23, 22, 21, and 20, said Connard's Subdivision 179.36 feet to the South line of the North 16.50 feet of said Lot 20; thence N89*26'46"W along said South line 165.00 feet to the West line of said Connard's Subdivision; thence N00*33'03"E along said West line 142.49 feet to the point of beginning; said parcel containing 4.19 acres more or less; said parcel subject to all easements and restrictions if any.

Approval of this Brownfield Plan will enable the Lansing Brownfield Redevelopment Authority to capture incremental tax increases which result from the redevelopment of the property to pay for costs associated therewith. Further information regarding this issue,

including maps, plats, and a description of the brownfield plan will be available for public inspection and may be obtained from Karl Dorshimer – Director of Business Development, Lansing Economic Area Partnership, 1000 South Washington, Suite 201, Lansing, MI 48912, (517) 702-3387.

If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's Office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email city.clerk@lansingmi.gov.

Chris Swope, Lansing City Clerk, MMC/CMMC
Chris Swope
City Clerk

AGENDA ITEM# 10b

City of Lansing
Notice of Public Hearing

The Lansing City Council will hold a public hearing on November 19, 2018 at 7:00 p.m. in the City Council Chambers, 10th Floor, Lansing City Hall, Lansing, MI, for the purpose stated below:

To afford an opportunity for all residents, taxpayers of the City of Lansing, other interested persons and ad valorem taxing units to appear and be heard on the approval of Brownfield Plan #54 – Metro Place Park Brownfield Redevelopment Project pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, Public Act 381 of 1996, as amended, for property commonly referred to as 301 West Lenawee located in the City of Lansing, but more particularly described as:

Parcel Number: 33-01-01-16-379-083; LOTS 1 THRU 4 & 9 THRU 12; BLOCK 147 ORIG PLAT, and, Parcel Number: 33-01-01-16-379-061; E 7 R LOT 5 & W 3 R OF N 3 R LOT 5 BLOCK 147 ORIG PLAT.

Approval of this Brownfield Plan will enable the Lansing Brownfield Redevelopment Authority to capture incremental tax increases which result from the redevelopment of the property to pay for costs associated therewith. Further information regarding this issue, including maps, plats, and a description of the brownfield plan will be available for public inspection and may be obtained from Karl Dorshimer – Director of Business Development, Lansing Economic Area Partnership, 1000 South Washington, Suite 201, Lansing, MI 48912, (517) 702-3387.

If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's Office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email city.clerk@lansingmi.gov.

Chris Swope, Lansing City Clerk, MMC/CMMC
Chris Swope
City Clerk

AGENDA ITEM# 10c

Meridian Township
5151 Marsh Road
Okemos, MI 48864

P 517.853.4000
F 517.853.4096

Township Board:

Ronald J. Styka
Supervisor

Brett Dreyfus
Township Clerk, CMMC

Julie Brixie
Treasurer

Phil Deschaine
Trustee

Patricia Herring Jackson
Trustee

Dan Opsommer
Trustee

Kathy Ann Sundland
Trustee

Frank L. Walsh
Township Manager

10.24.2018

Dear Taxing Jurisdiction:

Subject: Downtown Development Authority Tax Increment Financing Plan

As discussed in our previous communications, the Downtown Development Authority (DDA) has updated its Tax Increment Financing (TIF) Plan and is scheduling a public hearing to be held on November 20, 2018 at our Township Hall.

We are proud of our Township, but the residents and our Board feel strongly that the condition of downtown Okemos (intersection of Hamilton and Okemos Roads) has reached a level we can no longer tolerate. We have a developer who is eager to redevelop three critical blocks in the village and is willing to pay the costs to update the infrastructure and clean up the contamination, so long as there are methods by which he can receive financial support for these costs over time. Funding from the Department of Environmental Quality and this DDA TIF plan are those methods.

Without this reimbursement vehicle, the redevelopment project doesn't happen, and I worry that the Village will remain in a blighted state for decades to come. The cost to make the area construction-ready is simply too high for a development project to absorb.

We urge you to join us. This plan ensures your tax income remains at the 2018 levels, plus there is an annual escalator that should allow you to meet your budgetary needs. And we get a revitalized Village of Okemos, which is great for our township, the county and the region. I look forward to further communication about this topic. In the meantime, feel free to contact me at buck@meridian.mi.us or 517.853.4568.

Sincerely,

Chris Buck
Economic Development Director

Attachment:
1. Notice of Public Hearing

CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY

LEGAL AD NOTICE: PROPOSED AMENDMENTS TO DDA DEVELOPMENT PLAN AND TAX INCREMENT FINANCING PLAN

TUESDAY, November 20, 2018

NOTICE OF PUBLIC HEARING
CHARTER TOWNSHIP OF MERIDIAN
PROPOSED AMENDMENTS TO DDA DEVELOPMENT PLAN
AND TAX INCREMENT FINANCING PLAN

PLEASE TAKE NOTICE that the Township Board of the Charter Township of Meridian will conduct a public hearing on proposed Amendments to the Charter Township of Meridian Downtown Development Authority ("DDA") Development Plan and Tax Increment Financing Plan (the "Plan Amendments"), on November 20, 2018, at 6:00 p.m., at the Meridian Municipal Building, 5151 Marsh Road, Okemos, Michigan 48864. At the public hearing, interested persons may be heard on the Plan Amendments and may present communications in writing with reference thereto. The public hearing will provide the fullest opportunity for expression of opinion, for argument on the merits, and for introduction of documentary evidence pertinent to the Plan Amendments.

The primary roads in and around the DDA development area include Grand River Avenue, Marsh Road, and Okemos Road. The Plan Amendments do not propose to amend the DDA development area. Maps, plats, and a description of the Development Plan, including the method of relocating families and individuals who may be displaced from the area, are available for public inspection at the office of the Department of Community Planning and Development, 5151 Marsh Road, Okemos, Michigan 48864, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. Written comments may be sent prior to the public hearing to Chris Buck, Economic Development Director, Charter Township of Meridian, 5151 Marsh Road, Okemos, Michigan, 48864, or by email to buck@meridian.mi.us.