

CHAIRPERSON
BRYAN CRENSHAW

VICE-CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON PRO-TEM
ROBIN NAEYAERT

FINANCE COMMITTEE
MARK GREBNER, CHAIR
TODD TENNIS
BRYAN CRENSHAW
MARK POLSDOFER
EMILY STIVERS
ROBERT PEÑA
RANDY SCHAFER

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

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, MAY 18, 2022 AT 6:00 P.M., IN CONFERENCE ROOM A, HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING AND VIRTUALLY AT <https://ingham.zoom.us/j/89160266022>.

Agenda

Call to Order

Approval of the [May 4, 2022](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Treasurer's Office – [1st Quarter Investment Report](#)
2. Sheriff's Office – Resolution to [Retire and Replace K9 Brix](#)
3. Homeland Security and Emergency Management – Resolution to Authorize an Equipment Purchase Agreement with [Galls, LLC](#) For Ballistic Vests and Associated Accessories
4. Circuit Court – Family Division
 - a. Resolution to Authorize a Line Item Transfer for Temporary [Court Officer/Bailiff](#)
 - b. Resolution to Accept a Grant from the Michigan State Police to Purchase Live Scan [Fingerprint](#) Hardware and Software
5. Community Corrections – Resolution to Authorize Submission of a Grant Application and to Contract with the Michigan Department of Corrections for Ingham County/City of Lansing Community Corrections and Program [Subcontracts for FY 2022-2023](#)
6. Community Agencies – Resolution to Approve Criteria for Evaluating [2023 Applications](#) for Community Agency Funding
7. Potter Park Zoo – Resolution to Authorize an Agreement with [Mayotte Group Architects](#) for the Professional Design Services of the Feline Primate Building Roof
8. Health Department – Resolution to Accept FY 2022 [Child and Adolescent](#) Health Center Program Funds
9. Parks Department – Resolution to Authorize the Use of American Rescue Plan Act of 2021 Funds to Use as a Local Match for a Michigan Department of Natural Resources Trust Fund Grant for [Lake Lansing Park North](#)

10. Innovation and Technology Department – Resolution to Approve the Purchase of a Document Composition Module from [Hyland](#)
11. Facilities Department
 - a. Resolution to Authorize a Purchase Order to [Boynton Fire Safety Service](#) to Replace the Fire Pump Controller at the Hilliard Building
 - b. Resolution to Authorize an Agreement with [Securitas Security Services USA, Inc.](#) for Unarmed Security Services at Multiple County Facilities
12. Road Department
 - a. Resolution to Authorize Agreements with Alaiedon, Bunkerhill, Delhi, Onondaga, Stockbridge, Vevay, and Williamstown Townships for the [2022 Local Road Program](#)
 - b. Resolution to Approve Agreements with the City of Leslie, City of Mason, City of Williamston and the Village of Webberville for the [2022 Pavement Marking Program](#)
 - c. Resolution to Authorize an Agreement with the Michigan Department of Transportation for Preliminary Engineering Activities on the [Hagadorn Road and Sandhill Road](#) Project
13. Board of Commissioners – Resolution to Approve Supplemental Funding for the 2022 Ingham County [Cultural Diversity](#), Equity, & Inclusion Committee’s Unity in the Community and to Authorize the Transfer of Funds to the Diversity, Equity, and Inclusion Budget
14. Controller/Administrator
 - a. Resolution Authorizing Amendments to 2022 Agreements for [Juvenile Justice](#) Community Agencies
 - b. Resolution Updating Various [Fees](#) for the Human Services Committee for Services Provided by the County

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

May 4, 2022

Draft Minutes

Members Present: Grebner, Crenshaw, Peña, Polsdofer, Schafer, Stivers (Arrived at 6:02), and Tennis.

Members Absent: None.

Others Present: Tim Morgan, Younes Ishraidi, Brian Collins, Sue Graham, Gregg Todd, Michael Townsend, Kylie Rhoades, and others.

The meeting was called to order by Chairperson Grebner at 6:00 p.m. in Conference Room A of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan. Virtual Public participation was offered via Zoom at <https://ingham.zoom.us/j/89160266022>.

Approval of the April 20, 2022 Minutes

CHAIRPERSON GREBNER STATED, WITHOUT OBJECTION, MINUTES OF THE APRIL 20, 2022 FINANCE COMMITTEE MEETING WERE APPROVED AS WRITTEN. Absent: Commissioner Stivers.

Additions to the Agenda

3. Health Department
 - e. Resolution to Authorize an Agreement with Michigan Public Health Institute
7. Controller/Administrator
 - e. Resolution to Approve the Reorganization of the Ingham County Controller's Office
6. Road Department
 - c. Resolution to Authorize the Execution of an Easement to Meridian Township for a Water Main
 - d. Resolution Attesting to the Existence of Matching Funds through Meridian Charter Township and Committing to Ongoing Maintenance for the MSU to Lake Lansing Connector Trail, Phase I Tap Grant Project Funded by the Transportation Alternatives Program Grant #2016025 MDOT JN 205121

Limited Public Comment

None.

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

1. Homeland Security and Emergency Management – Resolution to Convert the Temporary Project Coordinator Position to a Full-Time Regional Planner/Deputy Emergency Manager Position
2. Parks Department
 - a. Resolution to Authorize Ingham County Employee Free Event Days at Ingham County Parks and Potter Park Zoo
 - c. Resolution to Authorize Safety Enhancement Projects at Lake Lansing County Park South, Burchfield County Park, and Hawk Island County Park
 - d. Resolution to Accept the Michigan Active Communities Grant
3. Health Department
 - a. Resolution to Amend Resolution #21-585
 - b. Resolution to Authorize the Use of American Rescue Plan Act of 2021 Funds to Repair or Replace Private Well and Private Wastewater Systems in Ingham County
 - c. Resolution to Amend Resolution #22-100 to Extend the Term of the Agreement with Michigan Primary Care Association for Vaccine Clinics
 - d. Resolution to Reorganize/Rename the Senior Public Health Nurse Positions in Maternal and Child Health
 - e. Resolution to Authorize an Agreement with Michigan Public Health Institute
4. Purchasing Department – Resolution to Approve the Disposal of County-Owned Surplus Property
5. Facilities Department
 - a. Resolution to Authorize a Purchase Order to Tri-Terra for Consultation and Testing for Hazardous Materials
 - b. Resolution to Authorize an Agreement with Rose Pest Solutions for Pest Control and Management at Several Ingham County Facilities
6. Road Department
 - a. Resolution to Authorize a Second Party Agreement with the Michigan Department of Transportation and Ingham County in Relation to a State Funded Project on Waverly Road over the Grand River (SN 3871)
 - b. Resolution to Authorize a Contract for Rental and Cleaning Services for Uniform Work Apparel, Floor Mats, and Shop Towels
 - c. Resolution to Authorize the Execution of an Easement to Meridian Township for a Water Main
7. Controller/Administrator
 - a. Resolution Approving American Rescue Plan Funds to Purchase Air Purification and Surface Containment Elimination Solutions for the Sheriff's Office
 - b. Resolution Authorizing Adjustments to the 2022 Ingham County Budget

- d. Resolution to Amend the Agreement with Jensen Partners LLC for Correctional Medical Consulting Services

Commissioner Stivers arrived at 6:02 p.m.

THE MOTION CARRIED UNANIMOUSLY.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY.

2. Parks Department

- b. Resolution to Amend the City of East Lansing Trails and Parks Millage Agreements

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

Commissioner Schafer stated that there had been discussion on a database for maintenance and follow-through of trails to evaluate what needed to be completed. He further stated that he was unsure if the database had been maintained.

Commissioner Schafer stated that he had recently visited Old Town in Lansing and noticed that things were under water, and that there were openings in the planks of the trail that people could fall through. He further stated that he believed there needed to be a database to ensure quality construction and maintenance to prevent long-term problems.

Commissioner Schafer requested that those concerns be addressed at some point.

Commissioner Stivers stated that she and Chairperson Grebner had previously met with Parks staff, including the Millage Coordinator who would tour all of the projects and evaluate. She further stated that there was a database that involved all of the projects; however monitoring was a responsibility of the municipal parks departments.

Commissioner Stivers stated that there was a need for the municipal parks departments to assess and communicate the need for additional projects. She further stated that there were efforts made to improve such communication.

Chairperson Grebner stated that he had been pleased to learn that the Millage Coordinator job description included the requirement to bike in order to tour the trails on a regular basis. He further stated that Ingham County should not strictly rely on the municipalities but should maintain its own database.

Tim Morgan, Ingham County Parks Director, stated that the Finance Committee had passed the trails comprehensive report that included bridge updates, and reviewing the existing conditions. He further stated that Spicer Group had been contracted to complete the task and would provide updated pictures of every bridge and boardwalk.

Mr. Morgan stated that Nicole Wallace, Millage Coordinator, had toured the majority of the trails on bike and had also been out on the river in a kayak as well.

Chairperson Grebner stated that the resolution focused on East Lansing and the transfer of funds. He further stated that every project came in either over or under budget which resulted in a delay in funds to be reallocated.

Chairperson Grebner stated that East Lansing were returning a substantial fraction of the appropriation. He further stated that municipalities had limited experience with engineering or the bid process of trails.

Commissioner Stivers stated that this problem had been addressed, and that funds in the account were around 4 million dollars. She further stated that there had been a large improvement in the process to ensure that funds were allocated more timely.

Chairperson Grebner stated that the more important strategy might be to understand that it was okay to spend funds again as much would not get out the door on time.

THE MOTION CARRIED UNANIMOUSLY.

6. Road Department

- d. Resolution Attesting to the Existence of Matching Funds through Meridian Charter Township and Committing to Ongoing Maintenance for the MSU to Lake Lansing Connector Trail, Phase I Tap Grant Project Funded by the Transportation Alternatives Program Grant #2016025 MDOT JN 205121

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

Commissioner Peña asked for clarification on the location of the project.

Commissioner Polsdofer stated that the project was Phase I of Hagadorn Road heading east from Michigan State Campus. He further stated that Meridian Township had brought the resolution to the Board of Commissioners to formally attest to Michigan Department of Transportation (MDOT) to free up the federal funds.

Commissioner Polsdofer stated he would like to disclose that his daytime employer was MDOT, however he was not directly involved in the project.

Chairperson Grebner stated that the resolution had not gone to County Services Committee, and had been presented to the Finance Committee to approve so that the project could continue forward.

Younes Ishraidi, Meridian Township Chief Engineer, stated that MDOT had recently communicated the need for the resolution in order to become obligated. He further stated that without the resolution there was potential for the project to be delayed by a year.

Mr. Ishraidi stated that the need for the resolution had been communicated to the Road Department two months ago, but they unfortunately did not understand the process. He further stated that the agreement was an essential requirement as it proved that Meridian Township had the available funds.

Commissioner Peña stated that he would like clarification on the length of the project, the width of the project and the rough layout. He further asked if there would be a bike or walking path included.

Mr. Ishraidi stated that the project was of extreme interest to the entire region, and Phase I of the project alone would cost 3 million dollars. He further stated that the entire project was on private property, and they had worked to obtain the necessary easements over the past few years.

Mr. Ishraidi stated that the Phase I of the project included Hagadorn Road and Shaw Lane to Grand River Avenue at Park Lake Road along the Red Cedar River. He further stated that the project would include a sixteen-foot wide single span steel bridge across the Red Cedar River, as well as several hundred feet of boardwalk.

Commissioner Peña asked for clarification on the thickness.

Mr. Ishraidi stated that the trails were usually ten feet wide and three with three and a half inches of asphalt, in addition the boardwalks would be raised.

Chairperson Grebner stated that the money for Meridian Township had been approved for the funds, but needed the paperwork for the grant. He further stated that Kelly Jones, Road Department Director, was available online to answer any questions.

Commissioner Polsdofer stated that the plan was to adopt the resolution at the May 10, 2022 Board of Commissioners meeting to keep the project on track.

Commissioner Schafer asked for clarification if there was permeable asphalt similar to permeable concrete.

Mr. Ishraidi stated that there was permeable asphalt.

Commissioner Schafer asked if permeable asphalt could be used effectively.

Mr. Ishraidi stated that there had been discussion but it had not been used on trails.

Commissioner Schafer asked if it could be used for a mile or two to test.

Mr. Ishraidi stated that it could potentially be used for future projects, but it had not been included in the budget.

Chairperson Grebner stated the Finance Committee should not try to reengineer the project in the middle of the paperwork.

Commissioner Peña stated that permeable asphalt had not typically been used for areas that flooded. He further stated that the trails had been designed to be covered with water and cleaned up after.

Chairperson Grebner stated that reengineering the project was not part of the discussion for the resolution.

Mr. Ishraidi stated that they were in the eleventh hour of the project and had already met with MDOT.

Commissioner Stivers stated Hawk Island Park had a project that included permeable asphalt as a test case. She further invited Commissioner Peña to attend the Parks Committee meeting on May 9, 2022.

Commissioner Peña asked Mr. Ishraidi if they had obtained all of the necessary easements.

Mr. Ishraidi stated confirmation that they had.

THE MOTION CARRIED UNANIMOUSLY.

7. Controller/Administrator
 - e. Resolution to Approve the Reorganization of the Ingham County Controller's Office

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

Chairperson Grebner stated that the County Services Committee had requested a division of the question. He further stated that the resolution before the Finance Committee included the four positions that not caused concern.

Commissioner Crenshaw requested that changes to a job description during a reclassification were bolded and italicized to clearly indicate the difference.

THE MOTION CARRIED UNANIMOUSLY.

7. Controller/Administrator
 - c. 2023 Update of County Fees for Human Services Departments (*Discussion*)

Michael Townsend, Budget Director, stated that it had been previously decided to review one department's fee schedule at a time. He further stated that the evaluations were completed annually and factored in the increased cost of living.

Commissioner Schafer stated that he had concern regarding the Environmental Health Department fee associated with the well and septic inspection, which cost \$1,100. He further stated that it was a tremendous amount of cash and believed that it priced some individuals out of the market.

Commissioner Schafer stated that he would have asked for the well and septic fees to be pulled when the resolution is brought back.

Commissioner Crenshaw asked for clarification if the fees regarding Ingham County Schools and non-Ingham County Schools were paid up front. He further asked who monitored the fee.

Brian Collins, Deputy Parks Director and Hawk Island Park Manager, stated that the fees had been based on the number 40 as it was the breakeven point and factored in the cost of \$300 to staff the planned visits. He further stated that the school rate had previously been \$305 for a group, with an additional \$8 per person.

Mr. Collins stated that most school groups brought close to or over 100 students, and the new flat fee of \$500 covered the cost of staff and resulted in the cost of only \$5 per student.

Commissioner Crenshaw asked for clarification on who managed the fees associated with the non-Ingham County schools and non-profit organizations.

Mr. Collins stated that the fees were managed onsite and the reservations were made through the main office.

Announcements

Commissioner Peña stated that the Kids Bike Repair program on the Southside of Lansing had experienced difficulty finding camp counselors for their summer program. He further encouraged those present to spread the word, and confirmed that applicants needed to be 21 years of age and have some bicycle knowledge.

Commissioner Peña stated that it would be a weeklong event, and would include a ride from the Kids Bike Repair facility at the Alfreda Schmidt Center to Hawk Island Park on the last day of the camp.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:32 p.m.

MAY 18, 2022 FINANCE AGENDA STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

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

2. Sheriff's Office – *Resolution to Retire and Replace ICSO K9 Brix*

This resolution will authorize a contract with Mid-Michigan Police K9 not to exceed \$13,500 to purchase a new Canine dog and to train its handler. This K9 would replace K9 Brix, who is retiring due to age. The Ingham County Sheriff's Office would like to transfer the ownership of Canine Brix for \$1 to his handler Deputy Scott Macomber upon his retirement effective September 9, 2022. Funds for this purchase are included in the Sheriff's 2022 budget.

See memo for details.

3. Homeland Security and Emergency Management – *Resolution to Authorize an Equipment Purchase Agreement with Galls, LLC for Ballistic Vests and Associated Accessories*

This resolution will authorize the purchase of new ballistic vests and associated accessories for the Ingham Regional Special Response Team Negotiators in the amount of \$9,735 from Galls, LLC utilizing funding from the FY2019 Homeland Security Grant Program. This grant was approved by Resolution #19-508. Up to eleven external carrier ballistic vests will be used by Crisis Negotiators assigned to the Ingham Regional Special Response Team, a multi-jurisdictional team comprised of officers from Ingham County Sheriffs' Office, Meridian Township Police Department, Michigan State University Police Department, and East Lansing Police Department.

See memo for details.

4a. Circuit Court – Family Division – *Resolution to Authorize a Line Item Transfer for Temporary Court Officer/Bailiff*

This resolution will authorize a transfer of \$10,000 from the Child Care Fund Administration Contractual Services line item to the Child Care Fund Administration Salary and Wages – Temporary line item. The Juvenile Division has seen a significant increase in juveniles in-custody at the Ingham County Youth Center who need acute psychiatric inpatient care. Juvenile Division staff provides hospital coverage with a patchwork of employees and this has impacted operations and programming at the Youth Center. The Juvenile Division wishes to hire a Temporary Court Officer/Bailiff, preferably a retired law enforcement officer, to work intermittently when hospital coverage is needed. This line item transfer would allow for this, and surplus funds are available in the contractual services line item.

See memo for details.

4b. Circuit Court – Family Division – Resolution to Accept a Grant from the Michigan State Police to Purchase Live Scan Fingerprint Hardware and Software

This resolution will authorize entering into a contract with ID Networks, Inc. in an amount not to exceed \$15,554, to provide and install a fingerprint system for the Ingham County 30th Circuit Court – Juvenile Division. The Juvenile Division was awarded a reimbursement grant from the Michigan State Police for this purchase. The Live Scan fingerprint hardware and software will reduce costs associated with transporting juveniles to the arresting law enforcement agencies. ID Networks, Inc. is an active vendor on the MiDEAL Extended Purchasing Program for fingerprinting systems and support, so no competitive quotes are required by the County's Purchasing Policy.

See memo for details.

5. Community Corrections – Resolution to Authorize Submission of a Grant Application and to Contract with the Michigan Department of Corrections for Ingham County/City of Lansing Community Corrections and Program Subcontracts for FY 2022-2023

This resolution will authorize the annual submission of a grant application and a contract with the Michigan Department of Corrections for FY 2022-2023. The application request will provide funding in the amount of \$326,460, covering partial administration costs and all PA511 treatment and service programs for adult felony probationers. Funding requests include CHOICES programming, Relapse Prevention and Recovery treatment groups for men and women, a part-time Pretrial Services Investigator and Electronic Monitoring services for indigent pretrial defendants, MRT Cognitive Change groups for men and women, Domestic Violence Intervention groups, and Opioid Specific Program services.

See memo for details.

6. Community Agencies – Resolution to Approve Criteria for Evaluating 2023 Applications for Community Agency Funding

This resolution establishes the criteria by which each agency's application will be evaluated for the 2023 Community Agency funding process. If the resolution is approved as presented, the Controller/Administrator's Office will accept applications for Community Agency funding in July. Applications will then be evaluated by the Controller/Administrator's Office with priority given to proposals that directly contribute to addressing the County's overarching long-term objective of "Meeting Basic Needs", such as food, clothing, and shelter.

7. Potter Park Zoo – Resolution to Authorize an Agreement with Mayotte Group Architects for the Professional Design Services of the Feline Primate Building Roof

This resolution authorizes an agreement with Mayotte Group Architects to provide professional design services for the replacement of the roof on the Feline Primate Building in an amount not to exceed \$11,640. Funding for this agreement is available in the Zoo's 2022 budget.

8. Health Department - Resolution to Accept FY 2022 Child and Adolescent Health Center Program Funds

This resolution authorizes the acceptance of \$125,000 in funding from the Child and Adolescent Health Center (CAHC) program for promoting the health of children, adolescents, and their families by providing important primary, preventative, and early intervention health care services, effective February 1, 2022 through September 30, 2022.

9. Parks Department - Resolution to Authorize the Use of American Rescue Plan Act of 2021 Funds to Use as a Local Match for a Michigan Department of Natural Resources Trust Fund Grant for Lake Lansing Park North

This resolution authorizes the use of \$315,000 of ARP funds as a local match for the Michigan Department of Natural Resources Trust Fund Grant for the Lake Lansing Park North Internal MSU to Lake Lansing Trail Connector application.

10. Innovation and Technology Department– Resolution to Approve the Purchase of a Document Composition Module from Hyland

This resolution approves the purchase of the Document Composition module from Hyland to replace OnBase, the comprehensive document imaging and workflow platform heavily utilized by our courts and a few other departments. OnBase will no longer be available starting July 2022.

The funding for the \$7,000 annual cost for the software and installation for a total of \$21,000 for three years will come from the County's Innovation and Technology Department Imaging Fund #636-25870-932050.

See memo for details.

11a. Facilities Department– Resolution to Authorize a Purchase Order to Boynton Fire Safety Service to Replace the Fire Pump Controller at the Hilliard Building

This resolution authorizes a PO with Boynton Fire Safety Service to replace the fire pump controller at the Hilliard Building. The controller (lower case "c" not capital "C") must be replaced to ensure proper operation of our life safety system.

Funding is available for the \$8,750 project, with \$500 contingency, in the Maintenance Repair fund.

See memo for details.

11b. Facilities Department– Resolution to Authorize an Agreement with Securitas Security Services USA, Inc., for Unarmed Security Services at Multiple County Facilities

This resolution authorizes a three-year agreement with Securitas Security Services USA, Inc. for unarmed security services at County facilities. Securitas submitted the lowest responsive and responsible proposal of \$638,182 for year one and each subsequent year will rise by 3% plus the yearly living wage increase.

Teachout, our current contractor did not bid and indicated that they did not see the bid announcement. There was one other firm that had the presumed low bid but they called Rick to increase their bid after the opening so they were removed from the bid list.

See memo for details.

12a. Road Department– Resolution to Authorize Agreements with Alaiedon, Bunkerhill, Delhi, Onondaga, Stockbridge, Vevay, and Williamstown Townships for the 2022 Local Road Program

This resolution authorizes the Local Road Program agreements with the above mentioned townships for 2022. The Road Department's 50% match of \$491,085.81 is included in the 1011 Road Fund Budget.

See memo for details.

12b. Road Department– Resolution to Approve Agreements with the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville for the 2022 Pavement Marking Program

This resolution approves agreements with the above mentioned municipalities for the 2022 Waterborne Pavement Marking Program. Annually, the Road Department invites the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville to participate in the pavement marking program, for which they pay for the work performed on the roads within their jurisdiction. The estimated 2022 pavement marking costs for the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville are as follows, based on actual bid prices obtained from Bid Packet #36-22:

City of Leslie:	\$3,351.20
City of Mason:	\$5,353.04
City of Williamston:	\$2,812.79
Village of Webberville:	\$2,231.92

There is no financial impact to the Road Department, as each of the agencies are invoiced actual costs for work performed within their jurisdiction.

See memo for details.

12c. Road Department – Resolution to Authorize an Agreement with the Michigan Department of Transportation for Preliminary Engineering Activities on the Hagadorn Road and Sandhill Road Project

This resolution approves an agreement with MDOT for the preliminary engineering for safety improvements at Hagadorn and Sandhill Road. The estimated funding for the project is:

Highway Safety Improvement Program (HSIP) Funding Award:	\$ 160,000
<u>HSIP Funding Participation (50%):</u>	<u>\$ 80,000</u>
Local Costs, Road Department Responsibility:	\$ 80,000

The local costs of \$80,000 have been included in the 2022 Road Fund budget.

See memo for details.

13. Board of Commissioners– Resolution to Approve Supplemental Funding for the 2022 Ingham County Cultural Diversity, Equity, & Inclusion Committee’s Unity in the Community and to Authorize the Transfer of Funds to the Diversity, Equity, and Inclusion Budget

The ICCDEI Committee would like to make the third annual Unity in the Community a true community event by extending the invitation to the community as opposed to just County staff/families. This resolution approves up to \$15,000 for additional costs associated with this (additional food, drinks, etc.).

This resolution also transfers the ICCDEI funding from HR to the DEI budget which currently resides in the Controller’s budget.

See memo for details.

14a. Controller's Office – *Resolution Authorizing Amendments to 2022 Agreements for Juvenile Justice Community Agencies*

Resolution #21-507 approved 2022 agreements for Juvenile Justice Community Agencies, including agreements with Resolution Services Center of Central Michigan (RSCCM) for Restorative Justice (\$42,472.60) and Youth Diversion (\$24,472.60). Since that time, the Youth Diversion program is not having projected results, having received no referrals, and is unable to utilize current funding. However, the Restorative Justice Program has received a large increase in referrals from area schools and is in need of additional funding to meet current utilization rates.

This resolution will authorize an amendment to the agreement with RSCCM for its Restorative Justice Program to increase the amount of the agreement from \$42,472.60 to \$66,945.20. The additional funding will be transferred from the appropriation for Youth Diversion, and the Youth Diversion agreement will not be executed.

See memo for details.

14b. Controller's Office – *Resolution Updating Various Fees for the Human Services Committee for Services Provided by the County*

This resolution authorizes an update of Human Services related fees for 2023. The revised fees will be effective for the Health Department on October 1, 2022 and for all other departments on January 1, 2023. The fee increases recommended in this resolution would generate approximately \$71,954 in additional revenue in 2023.

PRESENTATION/DISCUSSION/OTHER ITEM:

1. Treasurer's Office – *1st Quarter Investment Report*

**INGHAM COUNTY
POOLED CASH AND INVESTMENTS
MARCH 31, 2022**

	PURCHASE DATE	MATURITY	INTEREST RATE	BALANCE MARCH 31, 2022
OPERATING BANK ACCOUNTS				37,148,436.20
CERTIFICATES OF DEPOSIT				
LAFCU	12/27/2020	12/27/2023	0.70	1,014,867.19
LAFCU	12/27/2019	12/27/2022	2.15	1,000,000.00
MSUFCU	1/5/2022	1/5/2026	1.25	1,000,000.00
MSUFCU	12/22/2020	12/22/2023	0.80	1,000,000.00
MSUFCU	12/22/2020	12/22/2024	0.90	500,000.00
MSUFCU	3/30/2022	9/30/2022	0.80	1,000,000.00
MSUFCU	6/2/2021	6/2/2025	1.10	1,000,000.00
MSUFCU	7/1/2019	7/1/2022	2.76	1,000,000.00
MSUFCU	7/2/2020	7/2/2024	1.25	1,000,000.00
CHOICE ONE BANK	11/14/2021	11/14/2022	0.29	1,000,000.00
CIBC	8/18/2021	8/18/2022	0.20	1,000,000.00
CIBC	9/17/2021	9/17/2022	0.20	1,500,000.00
HORIZON BANK	9/29/2021	3/29/2023	0.20	1,000,000.00
INDEPENDENT BANK	6/25/2021	6/25/2022	0.15	2,000,000.00
FLAGSTAR BANK	10/17/2021	10/17/2022	0.20	3,000,000.00
FLAGSTAR BANK	9/30/2020	6/15/2022	0.35	4,000,000.00
FNB BANK	10/8/2020	9/8/2022	0.55	1,000,000.00
FNB BANK	7/9/2021	1/9/2023	0.30	1,000,000.00
TOTAL CERTIFICATES OF DEPOSIT				24,014,867.19
RESERVE AND SAVINGS				
LAFCU			0.20	209,186.99
MSUFCU			0.20	466,883.75
DART			0.25	2,011,781.18
SMALL ACCOUNTS				32.19
MICHIGAN CLASS				35,912,813.19
MICHIGAN CLASS - EDGE FUND				20,000,000.00
TOTAL RESERVE AND SAVINGS				58,600,697.30

	PURCHASE DATE	MATURITY	INTEREST RATE	BALANCE MARCH 31, 2022
FEDERAL AGENCY COUPON SECURITIES				
Federal Farm Credit Bank	9/2/2020	8/25/2025	0.61	1,000,135.56
Federal Farm Credit Bank	10/1/2020	4/8/2022	0.14	3,000,000.00
Federal Farm Credit Bank	11/19/2020	11/24/2025	0.60	2,000,000.00
Federal Home Loan Mort Corp	9/2/2020	3/17/2025	0.50	1,000,000.00
Federal Home Loan Mort Corp	9/10/2020	6/24/2024	0.41	1,000,000.00
Federal Home Loan Mort Corp	9/14/2020	9/30/2025	0.60	1,000,000.00
Federal Home Loan Bank	9/28/2020	10/5/2022	0.17	10,000,000.00
Federal Home Loan Bank	11/19/2020	12/1/2027	0.90	2,000,000.00
Federal Home Loan Mort Corp	10/8/2020	10/28/2026	0.75	1,000,000.00
Federal Home Loan Mort Corp	11/19/2020	5/28/2026	0.65	1,000,000.00
Federal Home Loan Bank	1/27/2021	1/29/2027	0.80	1,000,000.00
Federal Home Loan Bank	1/28/2021	11/17/2028	1.00	1,000,000.00
Federal Home Loan Bank	2/17/2021	2/22/2030	1.43	1,000,000.00
Federal Home Loan Bank	2/25/2021	9/17/2026	1.00	1,000,000.00
Federal Home Loan Bank	2/25/2021	3/3/2028	1.34	1,000,000.00
Federal Home Loan Bank	3/8/2021	3/30/2028	1.50	833,333.33
Federal Home Loan Bank	3/12/2021	3/29/2029	1.00	2,000,000.00
Federal Home Loan Bank	4/15/2021	7/15/2024	0.45	1,000,000.00
Federal Home Loan Bank	6/15/2021	6/15/2027	1.25	500,000.00
Federal Home Loan Bank	6/29/2021	7/20/2026	1.13	3,000,000.00
Federal Home Loan Bank	6/29/2021	1/22/2025	0.38	3,000,000.00
Federal Home Loan Bank	7/23/2021	8/19/2026	0.50	5,000,000.00
Federal Home Loan Bank	7/23/2021	8/23/2024	0.52	5,000,000.00
Federal Home Loan Bank	10/27/2021	11/18/2025	1.20	2,000,000.00
Federal Home Loan Bank	10/27/2021	11/23/2026	1.50	2,000,000.00
Federal Home Loan Bank	10/27/2021	11/22/2024	1.00	2,000,000.00
Federal Home Loan Bank	1/11/2022	1/27/2025	0.70	2,000,000.00
Federal Home Loan Bank	2/15/2022	3/8/2027	2.17	2,000,000.00
Federal Home Loan Bank	3/26/2022	3/28/2025	2.30	2,000,000.00
Federal Farm Credit Bank	3/30/2020	3/30/2027	1.55	2,000,000.00
TOTAL FED AGENCY COUPON SECURITIES				62,333,468.89
COMMERCIAL PAPER				
GOLDMAN SACHS INTERNATIONAL	2/17/2022	11/14/2022	1.06	4,960,250.00
LLOYDS CANK CORP MKTS/NY	8/24/2021	5/16/2022	0.14	4,994,663.19
MACQUARIE BANK LTD	11/30/2021	6/1/2022	0.24	4,993,900.00
SKANDINAV ENSKILDA BANK	1/25/2022	6/22/2022	0.33	4,993,216.65
SVENSKA HANDELSBANKEN AB	1/21/2022	8/9/2022	0.38	4,989,444.44
METLIFE SHORT TERM FUND	3/16/2022	9/30/2022	1.06	4,970,850.00
TOTAL COMMERCIAL PAPER				29,902,324.28

	PURCHASE DATE	MATURITY	INTEREST RATE	BALANCE MARCH 31, 2022
MUNICIPAL BONDS				
South Lyon Community Schools	5/15/2013	5/1/2022	2.69	302,625.00
State of Michigan A REG	6/19/2017	11/1/2022	1.97	709,669.97
Houghton-Portage Twp Schs	6/21/2016	5/1/2025	2.70	201,666.00
Ionia School District	3/22/2017	5/1/2025	2.20	235,884.12
TOTAL MUNICIPAL BONDS				1,449,845.09
TOTAL POOLED INVESTMENTS				176,301,202.75
TOTAL POOLED CASH AND INVESTMENTS				213,449,638.95

Alan Fox, Ingham County Treasurer

Agenda Item 2

TO: Law & Courts and Finance Committees of the Ingham County Board of Commissioners
FROM: Sgt. Chad Doyle
DATE: April 19, 2022
SUBJECT: Request to retire and replace K9 Brix
For the meeting agendas of May 12 and May 18, respectively.

BACKGROUND

K9 Brix is approaching 10 years of age. Brix has served Ingham County since 2014 and is retiring due to age. The Ingham County Sheriff's Office (ICSO) would like to transfer the ownership of Canine Brix for \$1 to his handler Deputy Scott Macomber upon his retirement effective September 9, 2022.

ICSO would like the approval to enter into a contract to purchase and train a Narcotics/Patrol K9 with Mid-Michigan Police K9 to replace the retired K9.

ALTERNATIVES

The alternative is to not replace this Canine. ICSO currently has 4 Canine Teams assigned to road patrol. The teams are a regional asset utilized by every police agency in the County. If we do not replace the retired Canine we would have less availability to respond to the average 200 plus calls for service the Canine team handles annually.

There are no viable options other than transferring ownership. Deputy Macomber has provided a caring home for Brix for the past 8 years, and he is too old to reassign. Due to the dog's police training it is important that he be turned over to his handler upon retirement.

FINANCIAL IMPACT

The cost for the Canine and training is \$13,500. The training includes a 5-week handler course. The cost of this replacement was appropriated for in the ICSO 2022 budget.

STRATEGIC PLANNING IMPACT

The strategic plan may be impacted if this is not approved by reducing its current ability to locate missing and/or wanted persons, as well its continued efforts to combat the opiate epidemic.

OTHER CONSIDERATIONS

Our narcotics trained Canines are a frontline tool in fighting the opiate epidemic in the public and in our jail facility. The Sheriff's Office has a responsibility to use every tool at its disposal to maintain safety and security in the confines of our jail by conducting random Canine searches

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to retire K9 Brix and to enter into a contract with Mid-Michigan Police K9 to purchase and train a new Canine for the ICSO Canine team.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO RETIRE AND REPLACE K9 BRIX

WHEREAS, the Ingham County Sheriff's Office has had, during Sheriff Scott Wriggelsworth's tenure as the Sheriff, a Canine Team; and

WHEREAS, Canine Brix was a member of the Ingham County Sheriff's Office with his handler Deputy Scott Macomber for the past 8 years where his duties entailed narcotics detection and patrol work; and

WHEREAS, the Canine Team has consisted of 4 canines assigned to road patrol that serve as a regional and Ingham County Jail asset; and

WHEREAS, Deputy Macomber and Canine Brix assisted every agency within Ingham County; and

WHEREAS, Canine Brix will be officially retired from the Ingham County Sheriff's Office on September 9, 2022 due to age; and

WHEREAS, the Sheriff's Office would like to transfer ownership of Canine Brix to Deputy Macomber for \$1 to ensure he has an enjoyable retirement; and

WHEREAS, Ingham County gives up all ownership rights and any liabilities and responsibilities that pertain to Canine Brix effective September 9th, 2022; and

WHEREAS, the Sheriff's Office would like to purchase and train a new K9 through Mid-Michigan Police K9; and

WHEREAS, the new Canine team would be trained to detect narcotics including opiates for detection in our jail, schools, and the public; and

WHEREAS, the Canine team would also be trained in obedience, article search, area search, and tracking for suspects and missing persons including children and adults.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the transfer of ownership of Canine Brix to Deputy Macomber for \$1 effective September 9th, 2022.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Ingham County Sheriff's Office to enter into a contract with Mid-Michigan Police K9 not to exceed \$13,500 to purchase a new Canine dog and to train its handler.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners directs the Controller/Administrator to make the necessary budget adjustments in the Ingham County Sheriff's Office budget.

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

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

FROM: Sergeant Bob Boerkoel, Office of Homeland Security & Emergency Management

DATE: May 3, 2022

SUBJECT: Resolution to authorize an Equipment Purchase Agreement with Galls, LLC. for ballistic vests and associated accessories.

For the meeting agendas of *May 12, 2022* and *May 18, 2022*

BACKGROUND

This Resolution is for the approval to utilize FY2019 Homeland Security Grant Program (HSGP) Funding to purchase external carrier ballistics vests for Crisis Negotiators on the Ingham Regional Special Response Team (IRSRT). Specifically, grant funding will be used to purchase up to eleven Guardian 3 external carrier ballistics vests to be issued to Crisis Negotiators assigned to the IRSRT, a multi-jurisdictional team comprised of officers from Ingham County Sheriffs' Office, Meridian Township Police Department, Michigan State University Police Department, and East Lansing Police Department. Currently, assigned Crisis Negotiators are not issued ballistic vests beyond vests oriented towards patrol uniforms, which are not readily accessible when responding to calls off-duty. Issuing external carrier vests will not only serve to protect their life safety, but also allow for quicker off-duty response time during critical incidents.

ALTERNATIVES

Various ballistic vest options were considered for their functionality and features. The Guardian 3 Carrier Vest by Point Blank Enterprises was selected for its features and availability. Galls, LLC is a sales vendor of Point Blank Enterprises.

FINANCIAL IMPACT

The Michigan State Police Emergency Management and Homeland Security Division has approved the funding proposal. The vests will be purchased with FY19 HSGP grant monies previously accepted by the Board of Commissioners (Resolution #19-508). Furthermore, the purchase of this equipment provides an effective means to mitigate liabilities for potential hazards faced by negotiators responding to emergent situations.

STRATEGIC PLANNING IMPACT

This project fits with the Ingham County Goals of: (A) Service to Residents - provide easy access to quality, cost effective services that promote well-being and quality of life for the residents of Ingham County as equipment purchased enables a more effective and efficient Negotiator response during critical life safety calls for service while mitigating the need for alternative levels of force or control and ensuring a safer community for our residents; (C) Finance – Maintain and enhance County fiscal health to ensure delivery of services as it utilizes available grant monies awarded to Ingham County Emergency Management.

OTHER CONSIDERATIONS

None

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to allow the Ingham County Sheriff's Office to enter into a purchase agreement for ballistic vests and associated accessories with Galls, Inc.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN EQUIPMENT PURCHASE AGREEMENT WITH GALLS, LLC
FOR BALLISTIC VESTS AND ASSOCIATED ACCESSORIES**

WHEREAS, the Ingham County Office of Homeland Security & Emergency Management has applied for and has been approved to receive pass through grant funds from the FY2019 Homeland Security Grant Program (HSGP); and

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

WHEREAS, the Ingham Regional Special Response Team (IRSRT) Negotiators are not currently issued tactical ballistic vests for responding during callouts; and

WHEREAS, HSGP grant funding is available to purchase ballistic vests and associated accessories for Crisis Negotiators on the Ingham Regional Special Response Team; and

WHEREAS, Galls, LLC. is a vendor of the Point Blank Enterprises, the manufacturer of the selected ballistic vest; and

WHEREAS, the total expenditure for this proposal is \$9,735; and

WHEREAS, the Michigan State Police Emergency Management and Homeland Security Division has approved the funding proposal.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the purchase of new ballistic vests and associated accessories for the Ingham Regional Special Response Team Negotiators in the amount of \$9,735.00 from Galls, LLC utilizing funding from the FY2019 Homeland Security Grant Program Funding.

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

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

Agenda Item 4a

TO: Law & Courts and Finance Committees
FROM: Scott LeRoy, Deputy Court Administrator
DATE: May 3, 2022
SUBJECT: Line Item Transfer for Temporary Court Officer/Bailiff
For the meeting agendas of Law & Courts Committee May 12 and Finance Committee May 18, 2022

BACKGROUND

The Juvenile Division has seen a significant increase in juveniles in-custody at the Ingham County Youth Center who need acute psychiatric inpatient care. The need, coupled with a shortage of psychiatric placements for justice involved youth, has led to long waits in the Emergency Departments at either Sparrow Hospital or McLaren Greater Lansing while Community Mental Health is searching for a psychiatric inpatient bed. Due to rules regulating Court Operated Juvenile Detention Facilities, juveniles must be supervised around the clock while in custody. In recent months, there were as many as three youth in the Emergency Department which required 24-hour supervision. It is common to wait up to 2 weeks for a psychiatric inpatient bed to become available.

When this situation arises, the Juvenile Division staffs hospital coverage with a patchwork of employees ranging from the Court Officer/Bailiff, Juvenile Development and Detention Specialist, Youth Center Supervisors, Managers, Senior Juvenile Court Officers and Juvenile Court Officers. Not having additional resources to draw from, Juvenile Division operations and programming, including safety and security at the Youth Center, have been greatly impacted.

The Juvenile Division wishes to hire a Temporary Court Officer/Bailiff, preferably a retired law enforcement officer, to work intermittently when hospital coverage is needed. This would improve Juvenile Division operations and save money on overtime paid to employees for working extra shifts. The Juvenile Division currently has a Temporary Court Officer/Bailiff position available but would need to complete a line-item transfer to fund the position.

There is currently an expected surplus in the Juvenile Division's Child Care Fund Administration, Contractual Services (10114006-818000) line item. The Juvenile Division wishes to transfer \$10,000 from this line item to Child Care Fund Administration, Salary and Wages – Temporary, in order to cover the cost to hire a Temporary Court Officer/Bailiff

ALTERNATIVES

Continue to have current Juvenile Division staff provide hospital coverage in addition to case management and Youth Center programming.

FINANCIAL IMPACT

Hiring a temporary Court Officer/Bailiff would reduce costs associated with paying individuals overtime. Furthermore, the Juvenile Division is not requesting additional funds for this position.

STRATEGIC PLANNING IMPACT

Completing a line item transfer in order to hire a Temporary Court Officer/Bailiff would support the County's Overarching Long-Term Objectives of assuring fair and efficient judicial processing and providing appropriate evidence-based treatment and sanctions for at-risk youth and juveniles.

OTHER CONSIDERATIONS

None

RECOMMENDATION

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A LINE ITEM TRANSFER FOR TEMPORARY
COURT OFFICER/BAILIFF**

WHEREAS, the Juvenile Division has seen a significant increase in juveniles in custody at the Ingham County Youth Center who need acute psychiatric inpatient care; and

WHEREAS, the Juvenile Division staffs hospital coverage with a patchwork of employees ranging from the Court Officer/Bailiff, Juvenile Development and Detention Specialists, Youth Center Supervisors, Managers, Senior Juvenile Court Officers, and Juvenile Court Officers; and

WHEREAS, the Juvenile Division wishes to hire a Temporary Court Officer/Bailiff, preferably a retired law enforcement officer, to work intermittently when hospital coverage is needed; and

WHEREAS, the Juvenile Division wishes to transfer \$10,000 from the Child Care Fund Administration Contractual Services line item, 10114006-818000, to the Child Care Fund Administration Salary and Wages – Temporary line item, 10114006-705000 for this purpose.

THEREFORE BE IT RESOLVED, that the Controller's Office is authorized to transfer \$10,000 from the Child Care Fund Administration Contractual Services line item, 10114006-818000 to the Child Care Fund Administration Salary and Wages – Temporary line item 10114006-705000.

TO: Law and Courts and Finance Committees
FROM: Scott LeRoy, Deputy Court Administrator
DATE: May 3, 2022
SUBJECT: Michigan State Police Live Scan Grant
For the meeting agendas of Law and Courts Committee May 12 and Finance Committee May 18, 2022

BACKGROUND

Biometric data is defined as personal data generated from measurable human biological and behavioral characteristics, which can be used for identification. For purposes of this memo and resolution, biometric data refers to fingerprints and palm prints.

MCL 28.243 requires arresting law enforcement agencies to collect a person's biometric data and forward to the Michigan State Police within 72 hours after an arrest for any felony, any 93-day plus misdemeanor or any 93-day plus local ordinance misdemeanor.

MCL 712A.11(5) requires the court, after a petition is authorized, to examine the court file to determine if a juvenile has had his or her biometric data collected as required under MCL 28.243. If biometric data has not been collected, the court must do either of the following:

1. Order the juvenile to submit himself or herself to the police agency that arrested or obtained the warrant for the arrest of the juvenile so the juvenile's biometric data can be collected.
2. Order the juvenile committed to the custody of the sheriff for the collection of the juvenile's biometric data.

MCL 712A.18(10) states the court shall not enter an order of disposition for a juvenile offense as defined in section MCL 28.241, or a judgment of sentence for a conviction until the court has examined the court file and has determined that the juvenile's biometric data have been collected and forwarded as required by MCL 28.243, and the juvenile's fingerprints have been taken and forwarded as required by the sex offenders registration act.

Juveniles are not typically arrested at the time of the offense and consequently are not fingerprinted by the law enforcement agency. In cases where the juvenile was not arrested, pursuant to the above noted statutes, the court must enter an order requiring the juvenile to return to the law enforcement agency to have their fingerprints taken. If fingerprints are not taken, the Judge or Referee is unable to go to disposition (sentencing) on a juvenile case. Due to transportation barriers, most times, the Juvenile Court Officer transports the juvenile back to the arresting law enforcement agency to execute the fingerprint order. This has led to the Juvenile Division staff driving as far as Clare County to have fingerprints taken.

If the Juvenile Division obtained a Live Scan machine, juveniles could be fingerprinted after pre-trial as they would already be at the Grady Porter Building/Veterans Memorial Courthouse. This would reduce the need for the family to travel back to the law enforcement agency, increasing accessibility and compliance with court orders, and cut down on travel cost for mileage reimbursement when Juvenile Court Officers have to transport a juvenile. Additionally, the Juvenile Division having the Live Scan device would save law enforcement's time in having to fingerprint juveniles, new hires and interns within the police department.

The Juvenile Division was awarded a grant in the amount of \$15,545 from the Michigan State Police for the purchase of Live Scan fingerprint hardware and software, to include a palm-capable fingerprint scanner, PC/laptop, and mugshot camera. The grant would cover all costs to have a Live Scan machine, with the exception of an annual maintenance contract should we choose to go in that direction. This is a reimbursement grant where the Juvenile Division would be required to purchase the hardware and software first and provide a paid receipt before being reimbursed.

ALTERNATIVES

Continue to transport juveniles back to the arresting law enforcement agency to have fingerprints taken.

FINANCIAL IMPACT

Accepting the grant will cost the County no additional funds. The grant will generate \$15,545 in reimbursement for the purchase of Live Scan fingerprint hardware and software, to include a palm-capable fingerprint scanner, PC/laptop, and mugshot camera. There are costs associated with an annual maintenance contract should the court choose that option.

STRATEGIC PLANNING IMPACT

The Juvenile Division having a Live Scan would assist with the Overarching Long-term Objectives of the County by supporting public safety and assuring fair and efficient judicial processing.

OTHER CONSIDERATIONS

None

RECOMMENDATION

Accept the Michigan State Police Live Scan grant and consider a maintenance contract in the 2023 budget.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT A GRANT FROM THE MICHIGAN STATE POLICE TO
PURCHASE LIVE SCAN FINGERPRINT HARDWARE AND SOFTWARE**

WHEREAS, the Juvenile Division was awarded a reimbursement grant in the amount of \$15,545 from the Michigan State Police for the purchase of Live Scan fingerprint hardware and software, to include a palm-capable fingerprint scanner, PC/laptop, and mugshot camera; and

WHEREAS, the Live Scan fingerprint hardware and software would improve the fair and efficient judicial processing of juveniles; and

WHEREAS, the Live Scan fingerprint hardware and software would reduce costs associated with transporting juveniles to the arresting law enforcement agencies; and

WHEREAS, the Purchasing Department verified that ID Networks, Inc. is an active vendor on the MiDEAL Extended Purchasing Program for fingerprinting systems and support, Contract No. 071B6600022, expiring on January 26, 2026; and

WHEREAS, Purchasing Policy does not require obtaining competitive quotes when piggybacking on a cooperative purchasing agreement, such as MiDEAL, which selects and awards its vendors through an open and competitive process; and

WHEREAS, Ingham County is an active member of the MiDEAL Extended Purchasing Program.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes accepting a grant award from the Michigan State Police for the sum of \$15,545.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners do hereby authorize entering into a contract with ID Networks, Inc. in an amount not to exceed \$15,554, for providing and installing a fingerprint system for the Ingham County 30th Circuit Court – Juvenile Division.

BE IT FURTHER RESOLVED, that the Controller/Administrator is directed to make the necessary adjustments to the 2022 Circuit Court Juvenile Division budget.

BE IT FURTHER RESOLVED, that the Juvenile Division is authorized to pay invoices submitted to the Court as a result of the additional grant funding.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary documents related to the Michigan State Police Live Scan Grant on behalf of the County after approval as to form by the County Attorney.

Agenda Item 5

TO: Board of Commissioners Law and Courts and Finance Committees

FROM: Nicholas J. Hefty, CCAB Manager

DATE: May 3, 2022

SUBJECT: Resolution Authorizing Submission of Community Corrections State Grant Application and Entering MDOC Contract and Program Subcontracts for FY 2022-2023

For the meeting agendas of May 12 and May 18

BACKGROUND

Community Corrections submits an annual grant application for all PA511 MDOC-OCC State funded community based programs for eligible adult felony and misdemeanor probationers supervised by Circuit Court Probation and partial administrative costs. The funding request for FY2022-2023 includes CHOICES programming, Relapse Prevention and Recovery treatment groups for men and women, a part time Pretrial Services Investigator and Electronic Monitoring services for indigent pretrial defendants, MRT Cognitive Change groups for men and women, Domestic Violence Intervention groups, and Opioid Specific Program services.

ALTERNATIVES

Without these funds, programming will only be available on a client pay basis which will limit or preclude access to much needed treatment and services.

FINANCIAL IMPACT

The FY 2022-2023 Application request will provide funding in the amount of \$326,460, covering partial administration costs and all PA511 funded treatment and service programs for eligible adult felony and misdemeanor probationers supervised by Circuit Court Probation.

STRATEGIC PLANNING IMPACT

This resolution supports Board of Commissioners long term objectives of supporting public safety and providing appropriate evidence-based sanctions for adult offenders, by providing access to evidence based community- based program alternatives to incarceration and reducing residivism by effectively addressing barriers to offender success.

OTHER CONSIDERATIONS

The FY 2022-2023 Community Corrections Comprehensive Plan and annual Application are designed to result in the efficient use of State and local corrections resources. This saves jail beds and improves successful outcomes for participants, enabling them to become productive members of the community who are able to take responsibility for themselves and their families, as well as meet their court ordered obligations.

RECOMMENDATION

Based on the information presented, the CCAB respectfully recommends approval of the attached resolution to support Community Corrections administration and programming for FY 2022-2023.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE SUBMISSION OF A GRANT APPLICATION AND TO
CONTRACT WITH THE MICHIGAN DEPARTMENT OF CORRECTIONS FOR
INGHAM COUNTY/CITY OF LANSING COMMUNITY CORRECTIONS AND
PROGRAM SUBCONTRACTS FOR FY 2022-2023**

WHEREAS, the State Community Corrections Advisory Board, the Ingham County Board of Commissioners, and the City of Lansing approved the original Ingham County/City of Lansing Community Corrections Comprehensive Plan in 1991; and

WHEREAS, the Community Corrections Advisory Board approved the Funding Application and Plan for FY 2022-2023; and

WHEREAS, the FY 2022-2023 Application provides for the following CCAB Plans and Service programming: Relapse Prevention and Recovery (\$71,918) to be provided by C-E-I CMH; MRT Cognitive Change Groups (\$22,000) to be provided by Prevention and Training Services; Domestic Violence Intervention Groups (\$31,903) to be provided by Prevention and Training Services; Opioid Specific Program services (\$30,000) to be provided by Tri County Community Adjudication Program (TRI-CAP); CHOICES programming (\$40,000) to be provided by Northwest Initiative — ARRO; and, Electronic Monitoring Services for Pretrial defendants (\$9,317) to be provided by Judicial Services Group, Ltd., for a subcontracted program total of \$205,138 for the time period of October 1, 2021 through September 30, 2022; and

WHEREAS, the FY 2022-2023 Application also provides funding for a special part-time Pretrial Services Investigator (\$26,197) to enhance the community supervision capacity of 30th Circuit Court Pretrial Services and for CCAB Administration in the amount of \$95,125, for a Plans and Services total of \$326,460 for the time period of October 1, 2022 through September 30, 2023; and

WHEREAS, pursuant to the FY 2022-2023 Application, the County may enter into subcontracts for the purpose of implementing Plans and Services programs and services identified in the Community Corrections Plan and Application; and

WHEREAS, the Subcontractors for Plans and Services programming are willing and able to provide the services that the County requires.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes submission of the Grant Application and, upon State approval, entering into an Agreement with the Michigan Department of Corrections for Ingham County/City of Lansing Community Corrections for FY 2022-2023 in the amount of \$326,460 in CCAB Plans and Services and Administration funds for the time period of October 1, 2022 through September 30, 2023.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into subcontracts for CCAB Plans and Services programming from October 1, 2022 through September 30, 2023 with Prevention and Training Services for the cost of MRT Change Groups for a cost not to exceed \$22,000;

with Prevention and Training Services for the cost of Domestic Violence Intervention Groups for a cost not to exceed \$31,903; with Tri County Community Adjudication Program (TRI-CAP) for the cost of Opioid Specific Program services not to exceed \$30,000; with CEI Community Mental Health for the cost of Relapse Prevention and Recovery services not to exceed \$71,918; with Northwest Initiative - ARRO for the cost of CHOICES program services not to exceed \$40,000; and with Judicial Services Group. Ltd. for the cost of electronic monitoring services for Pretrial defendants not to exceed \$9,317.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the continued funding of a special part-time (19 hours per week) Pretrial Services Investigator position at the ICEA PR006 salary grade not to exceed \$26,197.

BE IT FURTHER RESOLVED, that entering into the subcontracts and maintaining the Pretrial Services Investigator position are contingent upon entering into the Agreement with the State.

BE IT FURTHER RESOLVED, that the subcontracts and Pretrial Services Investigator position are contingent throughout the subcontract period on the availability of grant funds from the State of Michigan for these purposes.

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

Agenda Item 6

TO: Board of Commissioners Human Services and Finance Committees
FROM: Jared Cypher, Deputy Controller
DATE: May 3, 2021
SUBJECT: Resolution to Approve Criteria for Evaluating 2023 Community Agency Funding Applications
For the meeting agendas of May 16 and May 18

BACKGROUND

This resolution establishes the criteria by which each agency's application will be evaluated for the 2023 Community Agency funding process.

If the resolution is approved as presented, the Controller/Administrator's Office will accept applications for Community Agency funding in July. Applications will then be evaluated by the Controller/Administrator's Office with priority given to proposals that directly contribute to addressing the County's overarching long-term objective of "Meeting Basic Needs", such as food, clothing, and shelter.

The recommendations made by the Controller/Administrator's Office on funding levels for each applicant agency will then be presented to the Board of Commissioners for consideration and approval in November.

ALTERNATIVES

One alternative would be to have no criteria, and accept applications for a variety of different types of initiatives. Another alternative is for the Board of Commissioners to go back to the old way of awarding funding, which was to have agencies come to the Human Services Committee and make presentations on Community Agency night.

FINANCIAL IMPACT

This resolution has no direct financial impact.

STRATEGIC PLANNING IMPACT

This resolution supports the long-term objective of meeting basic needs.

OTHER CONSIDERATIONS

The community agency process has grown to over 30 applications requesting funding, with total requests of approximately \$300,000 annually.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution approving criteria for evaluating 2023 community agency funding applications.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE CRITERIA FOR EVALUATING 2023 APPLICATIONS
FOR COMMUNITY AGENCY FUNDING**

WHEREAS, since 1978, the Ingham County Board of Commissioners has provided financial support to various non-profit community organizations that provide a broad range of services for the purpose of advancing the County's adopted long-range objectives; and

WHEREAS, over the years the community agency process has grown to over 30 applications requesting funding, with total requests of approximately \$300,000 annually; and

WHEREAS, the Ingham County Board of Commissioners desires to make the process of awarding community agency funding efficient and effective; and

WHEREAS, the Ingham County Board of Commissioners desires to continue the Community Agency application process, focusing on the long-term goal of assisting Ingham County residents in meeting basic needs.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the 2023 community agency funding process, with priority given to those proposals that directly contribute to addressing the County's overarching long-term objective of "Meeting Basic Needs", such as food, clothing, and shelter.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to evaluate and determine funding levels for each applicant as a recommendation for approval by the Human Services Committee.

BE IT FURTHER RESOLVED, that no agency shall receive more than 10% of the total available funding for community agencies in FY 2023.

BE IT FURTHER RESOLVED, that the Board of Commissioners wishes for applicants to understand that solicitation of proposals is not a commitment to fund those proposals in fiscal year 2023.

Agenda Item 7

TO: Board of Commissioners Human Services and Finance Committees
FROM: Cynthia Wagner, Potter Park Zoo Director
DATE: May 3, 2022
SUBJECT: Authorization of an Agreement with Mayotte Group Architects for the Professional Design Services of the Feline Primate Building Roof
For the meeting agendas of May 16 and May 18

BACKGROUND

The Potter Park Zoo Feline Primate Building was constructed in 1930, remodeled in 1989, and reroofed in 1996. The roof system, including skylights and translucent panels, has reached the end of its life expectancy and is in need of replacement. Many of the skylights are cracked, allowing water to infiltrate the interior exhibits.

A capital improvement project (CIP) in the amount of \$100,000 was requested and approved in the 2022 budget for roof replacement on the Feline Primate Building. Per the Ingham County Purchasing Policy, vendors on the MiDEAL contract do not require three quotes. Mayotte Group Architects is on the MiDEAL contract and submitted a proposal for the purpose of providing professional design services for the replacement of the Feline Primate Building roof in accordance with MiDEAL pricing.

ALTERNATIVES

An RFP could be sent out to solicit bids by vendors not using MiDEAL pricing.

FINANCIAL IMPACT

Mayotte Group Architects submitted a proposal of \$11,640 for professional design services for the Feline Primate Building roof. There is \$100,000 budgeted for this project in zoo CIP line item #25869900 931000 31000.

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

There are no other considerations at this time.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize an agreement with Mayotte Group Architects to provide professional design services for the replacement of the roof on the Feline Primate Building in an amount not to exceed \$11,640.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MAYOTTE GROUP ARCHITECTS FOR THE PROFESSIONAL DESIGN SERVICES OF THE FELINE PRIMATE BUILDING ROOF

WHEREAS, the Potter Park Zoo Feline Primate Building was built in 1930, remodeled in 1989, and then reroofed in 1996; and

WHEREAS, the roof system has reached the end of its life expectancy and is in need of replacement; and

WHEREAS, a capital improvement project (CIP) in the amount of \$100,000 was requested and approved in the 2022 budget for the replacement of the Feline Primate Building roof; and

WHEREAS, per the Ingham County Purchasing Policy, vendors on the MiDEAL contract do not require three quotes; and

WHEREAS, Mayotte Group Architects is on the MiDEAL contract; and

WHEREAS, it is the recommendation of Potter Park Zoo to enter into an agreement with Mayotte Group Architects, who submitted a proposal of \$11,640 to provide professional design services for the replacement of the Feline Primate Building roof; and

WHEREAS, funds are available in zoo CIP line item #25869900 931000 31000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes entering into an agreement with Mayotte Group Architects in an amount not to exceed \$11,640.

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

Agenda Item 8

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: April 27, 2022
SUBJECT: Authorization to Accept FY 2022 Child and Adolescent Health Center Program Funds

For the meeting agendas of June 6 and June 7, 2022

BACKGROUND

Ingham County Health Department's (ICHD) Community Health Centers (CHC) wish to accept \$125,000 in funding from the Child and Adolescent Health Center (CAHC) program to be used for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services, effective February 1, 2022 through September 30, 2022. This funding will support continued operations of school-based and school-linked CHCs. The CHC Board of Directors and the Ingham County Board of Commissioners authorized ICHD's CHCs to accept CAHC program funding from the Michigan Department of Health and Human Services (MDHHS), as administered through Michigan Primary Care Association (MPCA), effective October 1, 2011 through September 30, 2019, via resolutions #11-235, #12-199, #13-049, #14-358, #15-412, #16-448, #17-434, #18-347, and #19-386.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The CAHC funding award of \$125,000 is divided as follows:

- Eastern Health Center - \$50,000
- Sexton Health Center - \$25,000
- Willow Health Center - \$50,000

STRATEGIC PLANNING IMPACT

This resolution supports the overarching 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 that the Ingham County Board of Commissioners authorizes accepting \$125,000 in funding from the Child and Adolescent Health Center (CAHC) program for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services, effective February 1, 2022 through September 30, 2022.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT FY 2022 CHILD AND ADOLESCENT HEALTH CENTER
PROGRAM FUNDS**

WHEREAS, Ingham County Health Department's (ICHD) Community Health Centers (CHC) wish to accept \$125,000 in funding from the Child and Adolescent Health Center (CAHC) program to be used for promoting the health of children, adolescents, and their families by providing important primary, preventative, and early intervention health care services effective February 1, 2022 through September 30, 2022; and

WHEREAS, this funding will support continued operations of school-based and school-linked CHCs; and

WHEREAS, the CHC Board of Directors and the Ingham County Board of Commissioners authorized ICHD's CHCs to accept CAHC funding from the Michigan Department of Health and Human Services (MDHHS), as administered through Michigan Primary Care Association (MPCA), effective October 1, 2011 through September 30, 2019, via resolutions #11-235, #12-199, #13-049, #14-358, #15-412, #16-448, #17-434, #18-347, and #19-386; and

WHEREAS, the CAHC funding award of \$125,000 is divided as follows: Eastern Health Center - \$50,000, Sexton Health Center - \$25,000, Willow Health Center - \$50,000; and

WHEREAS, the CHC Board of Directors and the Health Officer recommend that the Ingham County Board of Commissioner's authorizes accepting \$125,000 in funding from the Child and Adolescent Health Center (CAHC) program for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services, effective February 1, 2022 through September 30, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting \$125,000 in funding from the Child and Adolescent Health Center (CAHC) program for promoting the health of children, adolescents and their families by providing important primary, preventative, and early intervention health care services, effective February 1, 2022 through September 30, 2022.

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

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

Agenda Item 9

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: May 4, 2022
SUBJECT: Resolution Authorizing the use of ARP funds for the Lake Lansing Park North Internal MSU to Lake Lansing Trail Connector Project
For the meeting agenda of 5/16/22 Human Services and 5/18/22 Finance

BACKGROUND

The Parks Department has identified a need for park and accessibility improvements at Lake Lansing Park North for an internal MSU to Lake Lansing trail connector. The Parks Department has applied for a Michigan Department of Natural Resources Trust Fund Grant for the 2022 grant cycle, and is requesting ARP funds as a local match. Board of Commissioners Resolution #22-112 authorized submission of a Michigan Department of Natural Resources Trust Fund Grant for this project by the April 1st deadline. This project will improve a section of trail in Lake Lansing Park North with crushed stone path to connect the existing trails in the park with the ADA accessible route to the MSU to Lake Lansing Trail.

ALTERNATIVES

A public meeting was held on February 14, 2022 to allow citizens the opportunity to provide input for the proposed project. If funded, this project would be in line with the Parks Department 5-Year Master Plan for capital improvements that improve accessibility to site amenities and enhance the user experience. The Parks Department is seeking authorization to secure funding for this project.

FINANCIAL IMPACT

The Parks Department proposes to use \$315,000 of ARP funds for a local match for a Michigan Department of Natural Resources Trust Fund Grant for \$300,000 for park and accessibility improvements at Lake Lansing Park North, for a total project amount of \$615,000.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(g) of the Action Plan - Work to improve accessibility for visitors of all ages and abilities.

OTHER CONSIDERATIONS

The Parks & Recreation Commission supported this approach at their February 14, 2022 meeting.

RECOMMENDATION

Based on the information presented and direction from the Park Commission, I respectfully recommend approval of the attached resolution.

**PRELIMINARY ESTIMATE OF COST
LAKE LANSING PARK NORTH - MSU to LAKE LANSING TRAIL CONNECTOR
INGHAM COUNTY, MI**

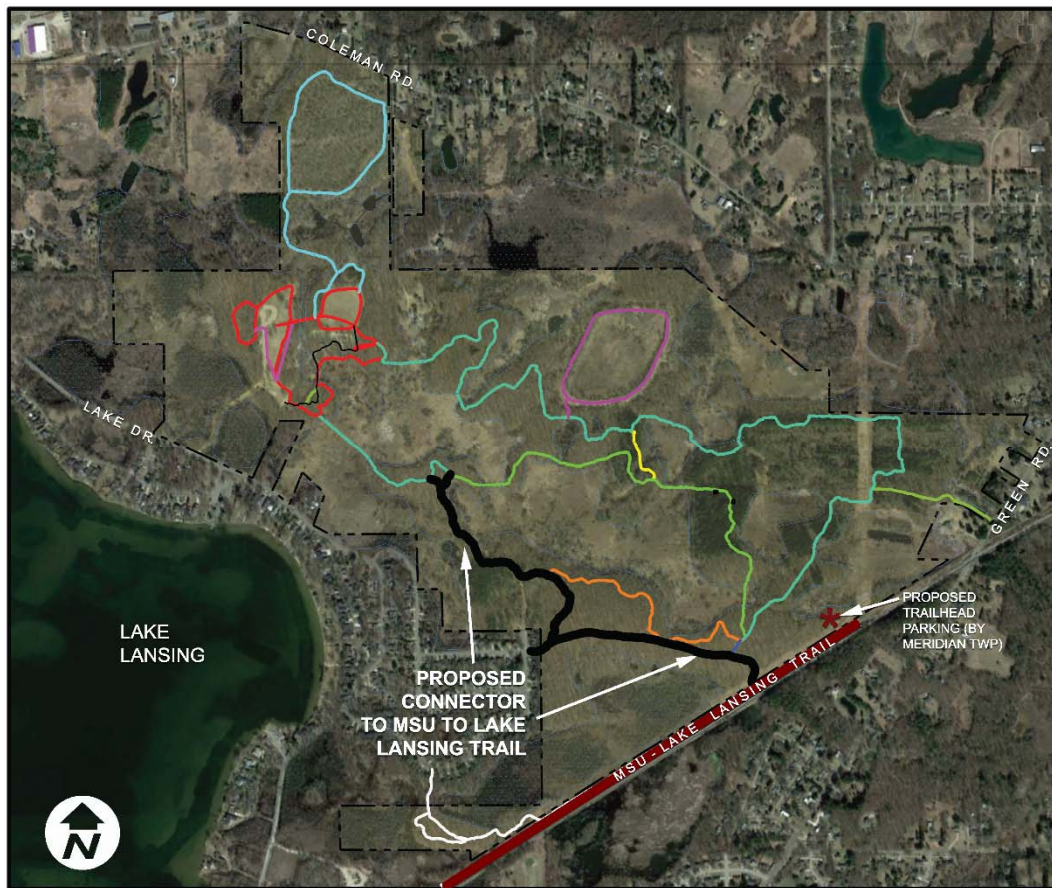
Project Total	\$600,000.00
<u>Non-Grant Funded Expenses</u>	
Topographical Survey	<u>\$15,000.00</u>
GRAND TOTAL FOR ENTIRE PROJECT	\$615,000.00

	<u>Grant Funds</u>	<u>Local Match</u>	<u>Total Project Cost</u>
<u>DNR GRANT:</u>	\$300,000	\$300,000	\$600,000
Match Percentage:	(50%)	(50%)	
<u>OTHER COSTS:</u>			
Topographical Survey	<u>\$0.00</u>	<u>\$15,000</u>	<u>\$15,000</u>
PROJECT TOTALS:	\$300,000	\$315,000	\$615,000

Local Match / Funding Sources:
ARP or Trails & Parks Millage: \$315,000

PRELIMINARY ESTIMATE OF COST
LAKE LANSING PARK NORTH - MSU to LAKE LANSING TRAIL CONNECTOR
INGHAM COUNTY, MICHIGAN

Item No.	Estimated Quantity	Unit	Description	Unit Price	Amount
1.	1	Lump Sum	Permits	\$5,500.00	\$5,500.00
2.	1	Lump Sum	Soil Erosion and Sedimentation Control	\$10,200.00	\$10,200.00
3.	1,630	Cu. Yds.	Site Preparation/Excavation/Rough Grading	\$25.00	\$40,750.00
4.	540	Cu. Yds.	Embankment, 4" depth. C.I.P.	\$40.00	\$21,600.00
5.	5,500	Lin. Ft.	Crushed Stone Path, 8' wide, C.I.P.	\$50.00	\$275,000.00
6.	2	Each	Recycled Plastic Bench	\$1,800.00	\$3,600.00
7.	2	Each	Interpretive Sign, Low Profile	\$2,500.00	\$5,000.00
8.	2	Each	Interpretive Sign, Kiosk	\$7,500.00	\$15,000.00
9.	4	Each	Trailhead / Ethics Signage	\$1,000.00	\$4,000.00
10.	10	Each	Mile Markers, Recycled Plastic	\$800.00	\$8,000.00
11.	4	Each	Bike Rack	\$2,500.00	\$10,000.00
12.	1	Lump Sum	Landscaping (Native Plantings)	\$7,000.00	\$7,000.00
13.	1	Lump Sum	Site Restoration & Cleanup	\$12,700.00	\$12,700.00
14.	1	Each	DNR Recognition Plaque	\$300.00	\$300.00
15.	1	Lump Sum	Construction Staking & Material Testing	Allowance	\$12,700.00
SUBTOTAL					\$431,350.00
Contingency					\$90,450.00
Engineering (15%)					\$78,200.00
TOTAL PRELIMINARY ESTIMATE OF COST					\$600,000.00



TRAIL CONNECTOR Lake Lansing Park North to MSU-Lake Lansing Trail



JOB # 129934SG2021
DATE: JULY 22, 2021



Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE USE OF AMERICAN RESCUE PLAN ACT OF 2021 FUNDS
TO USE AS A LOCAL MATCH FOR A MICHIGAN DEPARTMENT OF NATURAL RESOURCES
TRUST FUND GRANT FOR LAKE LANSING PARK NORTH**

WHEREAS, the Parks Department wishes to use \$315,000 in American Rescue Plan Act of 2021 (ARP) funds for a local match for a Michigan Department of Natural Resources Trust Fund Grant for \$300,000 for park and accessibility improvements at Lake Lansing Park North for a total project amount of \$615,000; and

WHEREAS, this project will improve a section of trail in Lake Lansing Park North with crushed stone path to connect the existing trails in the park with the ADA accessible route to the MSU to Lake Lansing Trail; and

WHEREAS, an estimated 104,774 people will annually use this trail when completed; and

WHEREAS, the Parks and Recreation Commission supported the submission of a Michigan Natural Resources Trust Fund grant for Lake Lansing Park North; and

WHEREAS, the grant application requires a financial commitment in the amount of \$315,000 (which includes \$15,000 for topographic survey) from American Rescue Plan (ARP) funding for a total of \$615,000; and

WHEREAS, the use of ARP funds as a local match will enable the Parks Department to be considered for the Trust Fund grant.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the use of \$315,000 of ARP funds as a local match for the Michigan Department of Natural Resources Trust Fund Grant for the Lake Lansing Park North Internal MSU to Lake Lansing Trail Connector application.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners resolves to make available its financial obligation of \$315,000 (which includes \$15,000 for topographic survey) from ARP funding for a total project amount of \$615,000.

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

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

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

FROM: Deb Fett, CIO

DATE: May 3, 2022

SUBJECT: Purchase of Document Composition Module for OnBase from Hyland
For the meeting agendas of May 17th, 18th, and 24th, 2022

BACKGROUND

OnBase is a comprehensive document imaging and workflow platform heavily utilized by our courts and a few other departments. It is key to our document management. As a part of this solution, we have been using the iDocCreator from ImageSoft. This module is being decommissioned by the vendor at the end of June. We will need to switch to another product to ensure we can continue to have this functionality moving forward. ImageSoft has recommended the Document Composition module from Hyland (the makers of OnBase) as an alternative.

ALTERNATIVES

This software was the solution recommended both by Hyland who created and supports OnBase as well as ImageSoft who is our OnBase solution provider. Other solutions are available but are much more complex and costly.

FINANCIAL IMPACT

The funding for the \$7,000 annual cost for the software and installation for a total of \$21,000 for three years will come from the County's Innovation and Technology Department Imaging Fund #636-25870-932050.

STRATEGIC PLANNING IMPACT

This Resolutions supports Goal D – Information Technology, specifically Strategy 2 – Annually budget for countywide IT projects including updates to existing software applications.

OTHER CONSIDERATIONS

This product has been quoted under GSA Contract Number: GS-35F-249DA, Hyland Quote: Q- 223437

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution for the Document Composition Module from Hyland in the amount not to exceed \$21,000 for three years.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE PURCHASE OF A DOCUMENT COMPOSITION MODULE
FROM HYLAND**

WHEREAS, OnBase is a comprehensive document imaging and workflow platform heavily utilized by our courts and a few other departments; and

WHEREAS, utilization of the OnBase application by the County is key to our document management and the iDocCreator module is being decommissioned by ImageSoft; and

WHEREAS, Ingham County has a continuing need for this functionality; and

WHEREAS, both ImageSoft and Hyland have recommended this module as a simple and cost-effective solution; and

WHEREAS, the requested solution amount is in the approved 2022 budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners do hereby authorize the purchase of an encryption solution from ImageSoft in the amount not to exceed \$7,000 per year for three years for a total of \$21,000.

BE IT FURTHER RESOLVED, the total cost will be paid from the Innovation and Technology's Imaging Fund (636-25870-932050).

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 11a

TO: Board of Commissioners, County Services & Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: May 3, 2022

RE: Resolution to Authorize a Purchase Order to Replace the Fire Pump Controller at the Hilliard Building

For the meeting agendas of: May 17 & 18

BACKGROUND

The fire pump controller located at the Hilliard Building that controls the life safety systems for both the Hilliard Building and Mason Courthouse has outlived its useful life and is obsolete. The controller must be replaced to ensure proper operation of our life safety system. Boynton Fire Safety Service submitted the lowest responsive and responsible proposal of \$8,750 for the replacement of the obsolete fire pump controller. We are requesting a \$500 contingency for any uncovered conditions.

ALTERNATIVES

The alternative would be to put this out for a request for proposal delaying the replacement of the controller for a fully functional life safety system.

FINANCIAL IMPACT

Funds are available in the Maintenance Repair line item # 101-23303-931000.

OTHER CONSIDERATIONS

There are no other considerations that we are aware of at this time.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support a purchase order to Boynton Fire Safety Service to replace the fire pump controller at the Hilliard Building.

Agenda Item 11a

TO: Rick Terrill, Facilities Director

FROM: James Hudgins, Director of Purchasing

DATE: May 4, 2022

RE: Memorandum of Performance for RFP No. 110-22: Replacement of Fire Pump Controller

The Purchasing Department can confirm that proposals were sought from experienced and qualified vendors to replace and install a new fire pump control panel at the Hilliard Building. Installation along with testing will be performed in accordance with the National Fire Protection Association Standard for the Installation of Stationary Pumps for Fire Protection.

The following grid is a summary of the vendors' costs:

Company Name	Local Preference	Amount
Boynton Fire Safety Service	Yes, Lansing MI	\$8,750.00
Summit Companies	No, Owosso MI	15,950.00

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.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A PURCHASE ORDER TO BOYNTON FIRE SAFETY SERVICE
TO REPLACE THE FIRE PUMP CONTROLLER AT THE HILLIARD BUILDING**

WHEREAS, the fire pump controller at the Hilliard Building has outlived its useful life and is obsolete; and

WHEREAS, the fire pump controller must be replaced to ensure proper operation of our life safety system; and

WHEREAS, the Facilities Department recommends a purchase order to Boynton Fire Safety Service, who submitted the lowest responsive and responsible proposal of \$8,750 for the replacement of the fire pump controller at the Hilliard Building; and

WHEREAS, the Facilities Department is requesting a contingency of \$500 for any uncovered conditions; and

WHEREAS, funds are available in the Maintenance Repair line item #101-23303-931000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a purchase order to Boynton Fire Safety Service., 1031 Northcrest Road, Lansing, Michigan 48906, to replace the fire pump controller at the Hilliard Building for an amount not to exceed \$9,250.

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 11b

TO: Board of Commissioners, County Services & Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: May 3, 2022

RE: Resolution to Authorize an Agreement with Securitas Security Services USA, Inc., for Unarmed Security Services at Multiple County Facilities

For the meeting agendas of: May 17 & 18

BACKGROUND

The agreement for unarmed security services and multiple County facilities will be expiring on July 31, 2022. A request for proposal was completed and competitive bids were received. Securitas submitted the lowest responsive and responsible proposal of \$638,182 for year one and each subsequent year will rise by 3% plus the yearly living wage increase.

ALTERNATIVES

The alternative would be to forego security in the buildings, leaving Ingham County staff vulnerable to threats.

FINANCIAL IMPACT

Funds are available in the appropriate 931100 maintenance contractual line items.

OTHER CONSIDERATIONS

There are no other considerations that we are aware of at this time.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support an agreement with Securitas Security Services USA, Inc., for uniformed unarmed security guard services at multiple county facilities.

Agenda Item 11b

TO: Rick Terrill, Facilities Director

FROM: James Hudgins, Director of Purchasing

DATE: May 4, 2022

RE: Memorandum of Performance for RFP No. 77-22 Unarmed Security Services

Per your request, the Purchasing Department sought proposals from qualified and experienced security firms for the purpose of entering into a contract to provide unarmed security guard services at various County facilities for a period of three years with an option to renew for two additional years.

The scope of work includes, but is not limited to, providing all supervision, labor, materials, supplies and equipment and shall plan, schedule and coordinate to ensure the effective performance of security services. Subcontracting will not be allowed under the contract terms.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	29	10
Vendors responding	2	0

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

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

SUMMARY OF VENDORS’ COSTS

Vendor Name :	Local Preference	YEAR 1: SECURITY SUPERVISOR	YEAR 1: SECURITY GUARD	YEAR 1	YEAR 2: SECURITY SUPERVISOR	YEAR 2: SECURITY GUARD	YEAR 3: SECURITY SUPERVISOR	YEAR 3: SECURITY GUARD
		Rate per hour	Rate per hour	Total Cost	RATE PER HOUR + percent increase in the 2023 LWR	RATE PER HOUR + percent increase in the 2023 LWR	RATE PER HOUR + percent increase in the 2024 LWR	RATE PER HOUR + percent increase in the 2024 LWR
SECURITAS INC.	Yes, Lansing MI	\$25.69	\$23.91	\$638,182.00	\$26.46	\$24.63	\$27.25	\$25.37
LAGARDA SECURITY	No, Detroit MI	\$28.87	\$25.88	\$657,103.20	\$28.87	\$25.88	\$28.87	\$25.88

LWR = Living Wage Rate

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH SECURITAS SECURITY SERVICES
USA, INC., FOR UNARMED SECURITY SERVICES AT MULTIPLE COUNTY FACILITIES**

WHEREAS, the current agreement for security services expires on July, 31, 2022; and

WHEREAS, a request for proposal was completed and competitive bids were received; and

WHEREAS, the Facilities Department recommends a three-year agreement with Securitas Security Services USA, Inc., who submitted the lowest responsive and responsible proposal of \$683,182 for year one and each subsequent year will rise by 3% plus the yearly living wage increase; and

WHEREAS, funds are available in the appropriate 931100 Maintenance Contractual line items.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a three-year agreement with Securitas Security Services USA, Inc., 3815 W. St. Joseph, Suite A100, Lansing, Michigan 48917, for unarmed security services at multiple County facilities for \$683,182 for year one and each subsequent year will rise by 3% plus the yearly living wage increase.

BE IT FURTHER RESOLVED, that 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 12a

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

FROM: Kelly R. Jones, Managing Director
Road Department

DATE: May 3, 2022

SUBJECT: Proposed Resolution to Authorize Agreements with Alaiedon, Bunkerhill, Delhi, Onondaga, Stockbridge, Vevay and Williamstown Townships for the 2022 Local Road Program

For the meeting agendas of May 17, 18, and 24

BACKGROUND

As provided in Act 51 of 1951 as amended, the cost of improvements on local roads must be funded at least 50% by other sources than the Road Department, such as the Township, millage, or special assessment district. Only Lansing and Meridian Townships have a millage for road improvements.

Each year, a portion of the Road Department's budget is allocated toward the shared 50% match with each Township for road work occurring on local roads within their boundaries. The annual allocation of funding from the Road Department to each of the 16 Townships is called the "Local Road Program" and is based on the local road miles and population within each Township. The Road Department coordinates with each Township to determine the priority of road projects included in the annual program. Project costs exceeding the annually allocated 50% capped funding match by the Road Department becomes the full financial responsibility of the Township.

Most of the projects included in the Local Road Program can be performed by the Road Department. As the Road Department only charges for materials and vendor expenses, this further increases the value of the Local Road Program funding. However, certain projects require a higher level of service than what the Road Department is able to provide, necessitating the use of outside contractors.

Alaiedon, Bunkerhill, Delhi, Onondaga, Stockbridge, Vevay, and Williamstown Townships have coordinated with the Road Department to schedule work for the 2022 construction season. The attached table provides details regarding the 2022 funding allocation available from the Road Department, the project scope, the estimated project cost, the funding responsibility for the Township and the funding responsibility of the Road Department.

Several other discussions are in progress with the remaining Townships, so another resolution will be requested in the future as priorities and budgets are determined.

ALTERNATIVES

N/A

FINANCIAL IMPACT

The Road Department match contribution for the Local Road Program in the amount of \$491,085.81 for these Townships is included in the adopted 2022 Road Fund Budget. The work listed in the attached table is proposed to be done primarily by the Road Department, but certain types of road repairs may need to be performed by contractors with specialty equipment (such as with Stockbridge Township and Williamstown Township). Any project costs exceeding the capped match amounts from the Road Department will be the Township's financial responsibility.

OTHER CONSIDERATIONS

This is the second group of Township Local Road Program agreements. Others will be forthcoming as Townships continue discussions with the Road Department.

RECOMMENDATION

Based on the information provided, the Road Department respectfully requests the following resolution be approved to authorize Local Road Program Agreements with Alaiedon, Bunkerhill, Delhi, Onondaga, Stockbridge, Vevay, and Williamstown Townships.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AGREEMENTS WITH ALAIEDON, BUNKERHILL, DELHI,
ONONDAGA, STOCKBRIDGE, VEVAY, AND WILLIAMSTOWN TOWNSHIPS
FOR THE 2022 LOCAL ROAD PROGRAM**

WHEREAS, per Act 51 of 1951 as amended, the cost of improvements on local roads must be funded at least 50% by other sources than the Road Department, such as Township, millage or special assessment district; and

WHEREAS, a portion of the Road Department's budget is annually allocated toward the capped 50% match with each Township, based on population and local road mileage, for road work occurring on local roads within their boundaries; and

WHEREAS, the Road Department coordinated with each Township to determine the priority of road projects included in the annual Local Road Program; and

WHEREAS, Alaiedon Township, Bunkerhill Township, Delhi Township, Onondaga Township, Stockbridge Township, Vevay Township, and Williamstown Township have coordinated with the Road Department to schedule work for the 2022 construction season, as detailed in the attached table; and

WHEREAS, the Road Department is willing to perform the road improvements for the 2022 construction season, except on certain roads in Stockbridge Township and Williamstown Township, where the work will be performed by outside contractors; and

WHEREAS, the Road Department shall provide labor without charge on the projects performed by Road Department staff, and will pay 50% of the project costs up to the capped allocation for each Township; and

WHEREAS, the project costs exceeding the annually allocated 50% capped funding match by the Road Department becomes the full financial responsibility of the Township; and

WHEREAS, the Road Department's capped match contribution in the total amount of \$491,085.81 combined for these seven Townships is included in the adopted 2022 Road Fund Budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into agreements with Alaiedon Township, Bunkerhill Township, Delhi Township, Onondaga Township, Stockbridge Township, Vevay Township, and Williamstown Township for the 2022 Local Road Program.

BE IT FURTHER RESOLVED, that the Road Department is authorized to match up to 50% of the costs for the respective Township projects up to the capped allocation amounts as shown in the attached table.

BE IT FURTHER RESOLVED, that the Road Department shall invoice each respective Township for their portion of the project costs at the conclusion of the construction season.

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

2022 Local Road Program (LRP)

Township	Match Balance Thru 2021	2022 ICRD Match Allocation	Total 2022 Match Available	Proposed 2022 Local Road Projects	Estimated Total LRP Cost	Estimated Township Cost	ICRD LRP Contribution
Alaiedon	\$0.00	\$45,000.00	\$45,000.00	Asphalt wedging and overlay of Harper Rd (Okemos Rd to Wolverine Rd); maintenance pads on Wolverine Rd (Harper Rd to Howell Rd), Baldwin Rd (Wolverine Rd to Howell Rd) and Willoughby Rd (Dobie Rd to Meridian Rd); and wedging, overlay and paved shoulders on Sandhill Rd (Okemos Rd to Dobie Rd). Optional services include fog sealing on chip sealed roads at a cost of \$3700 per mile.	\$296,848.00	\$251,848.00	\$45,000.00
Bunkerhill	\$0.00	\$33,300.00	\$33,300.00	Asphalt wedging and overlay of Hayes Rd (Catholic Church Rd to Base Line Rd)	\$220,265.00	\$186,965.00	\$33,300.00
Delhi	\$547,104.24	\$99,000.00	\$646,104.24	Asphalt wedging and overlay of McCue Rd (Elfert Rd to Waverly Rd)	\$272,808.00	\$136,404.00	\$136,404.00
Onondaga	\$176,023.78	\$33,300.00	\$209,323.78	Asphalt wedging and overlay of Edgar Rd (Plains Rd to the south for approximately 1.33 mile)	\$120,000.00	\$60,000.00	\$60,000.00
Stockbridge	\$46,428.08	\$33,300.00	\$79,728.08	Asphalt paving of Oakley Rd (Budd Rd to Township Line)	\$344,294.00	\$264,565.92	\$79,728.08
Vevay	\$32,515.09	\$45,000.00	\$77,515.09	Asphalt wedging and overlay of Rolfe Rd (Kelly Rd to Hawley Rd) and Laxton Rd (Barnes Rd to Rolfe Rd)	\$146,126.36	\$73,063.18	\$73,063.18
Williamstown	\$18,590.55	\$45,000.00	\$63,590.55	Asphalt wedging and overlay of Epley Rd (Zimmer Rd to Shaftsbury Rd), Germany Rd (0.5mi east of Meridian Rd to Hart Rd), Germany Rd (Zimmer Rd to Williamston Rd), and Lounsbury Rd (Haslett Rd to Milton Rd). Additionally, a contractor will mill and overlay Beeman Rd (Brookshire Ct to Golfview Dr).	\$827,116.00	\$763,525.45	\$63,590.55

Agenda Item 12b

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

FROM: Kelly R. Jones, Managing Director
Road Department

DATE: May 3, 2022

SUBJECT: Proposed Resolution to Approve Agreements with the City of Leslie, City of Mason, City of Williamston and the Village of Webberville for the 2022 Pavement Marking Program

For the meeting agendas on May 17, 18 and 24

BACKGROUND

This memo contains a recommendation for the Board of Commissioners to approve individual agreements with the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville for the 2022 Waterborne Pavement Marking Program.

The Road Department annually solicits bids from experienced and qualified vendors for the purpose of entering into a contract to provide pavement markings for the countywide Waterborne Pavement Marking Program and the Cold Plastic Common Text & Symbol Pavement Marking Program. The scope of work for the Waterborne Pavement Marking Program consists of installing retro-reflective white and yellow longitudinal pavement markings to define roadway lane lines. The scope of work for the Cold Plastic Pavement Marking Program consists of installing retro-reflective white cold plastic pavement markings such as text, arrows, school symbols, crosswalks and stop bars.

The Road Department solicited and received bids in accordance with Ingham County Purchasing policies for this project per Bid Packet #36-22. The bids were reviewed by the Purchasing and Road Departments, and both Departments were in agreement that the bidders' proposals met all necessary qualifications, specifications, and requirements. The Board of Commissioners adopted the resolution to enter into an agreement with Michigan Pavement Markings, LLC on April 12, 2022 (Resolution #22-167).

Annually, the Road Department invites the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville to participate in the pavement marking program, for which they pay for the work performed on the roads within their jurisdiction. The estimated 2022 pavement marking costs for the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville are as follows, based on actual bid prices obtained from Bid Packet #36-22:

City of Leslie:	\$3,351.20
City of Mason:	\$5,353.04
City of Williamston:	\$2,812.79
Village of Webberville:	\$2,231.92

ALTERNATIVES

The cities and villages can enter individual agreements with their own pavement marking contractors, but their unit prices would be much higher than those received through the Road Department contract. Historically, the Road Department has offered this option to all of the cities and villages within Ingham County, but only Leslie, Mason, Williamston, and Webberville have participated in the program.

FINANCIAL IMPACT

There is no financial impact to the Road Department, as each of the agencies are invoiced actual costs for work performed within their jurisdiction through the countywide Pavement Marking Program.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information provided, I respectfully recommend approval of the attached resolution to enter into agreements with the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville for the 2022 Pavement Marking Program.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE AGREEMENTS
WITH THE CITY OF LESLIE, CITY OF MASON,
CITY OF WILLIAMSTON AND THE VILLAGE OF WEBBERVILLE
FOR THE 2022 PAVEMENT MARKING PROGRAM**

WHEREAS, the Road Department solicited and received bids in accordance with Ingham County Purchasing policies for the 2022 Pavement Marking Program per Bid Packet #36-22; and

WHEREAS, both the Purchasing and Road Departments were in agreement that the low bidder's proposal met all necessary qualifications, specifications, and requirements; and

WHEREAS, the Board of Commissioners adopted a resolution to enter into an agreement with M&M Pavement Markings, Inc. on April 12, 2022 (Resolution #22-167) for the 2022 Pavement Marking Program; and

WHEREAS, the Road Department annually invites the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville to participate in the Pavement Marking Program as an economical solution to place pavement markings on roads within their jurisdiction; and

WHEREAS, the estimated 2022 pavement marking costs for the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville are as follows, based on actual bid prices obtained from Bid Packet #36-22:

City of Leslie:	\$3,351.20
City of Mason:	\$5,353.04
City of Williamston:	\$2,812.79
Village of Webberville:	\$2,231.92; and

WHEREAS, the Road Department will invoice the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville for all costs for work performed on the roads within their jurisdictions, at no additional cost to the Road Department budget; and

WHEREAS, the County on behalf of the Road Department, will enter into individual agreements with the City of Leslie, City of Mason, City of Williamston, and the Village of Webberville if they choose to participate in the 2022 Pavement Marking Program.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into individual agreements with the City of Leslie for an estimated cost of \$3,351.20, the City of Mason for an estimated cost of \$5,353.04, the City of Williamston for an estimated cost of \$2,812.79, and the Village of Webberville for an estimated cost of \$2,231.92 if they choose to participate in the Road Department's 2022 Pavement Marking Program and at no additional cost to the Road Department.

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

Agenda Item 12c

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

FROM: Kelly R. Jones, Managing Director
Road Department

DATE: May 3, 2022

SUBJECT: Proposed Resolution to Enter into an Agreement with the Michigan Department of Transportation (MDOT) for Preliminary Engineering Activities on the Hagadorn Road and Sandhill Road Project

For the Meeting Agendas of May 17, 18 and 24

BACKGROUND

The Ingham County Road Department has received federal funding for the design and construction of the safety improvement project located at Hagadorn Road and Sandhill Road. The scope of work includes installing a roundabout and improving the road approaches at the intersection.

The design phase of the project requires an agreement (Contract 22-5199) between the Michigan Department of Transportation (MDOT) and Ingham County, on behalf of the Road Department. The estimated costs eligible for the preliminary engineering phase of the project is \$160,000, of which the federal participation ratio is 50%, resulting in \$80,000 in federal aid and \$80,000 in Road Department costs. This agreement between MDOT and Ingham County is required to define the Road Department's responsibilities and obligations for the federal funding.

The construction phase of the project will require an MDOT agreement at a later date.

ALTERNATIVES

N/A

FINANCIAL IMPACT

The estimated costs for the preliminary engineering phase of the project are as follows:

Highway Safety Improvement Program (HSIP) Funding Award:	\$ 160,000
HSIP Funding Participation (50%):	\$ 80,000
Road Department Responsibility:	\$ 80,000

These costs are included in the 2022 Road Fund Budget.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information provided, I respectfully recommend approval of the attached resolution to enter into an agreement with MDOT as described in Contract 22-5199.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH
THE MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT)
FOR PRELIMINARY ENGINEERING ACTIVITIES ON THE
HAGADORN ROAD AND SANDHILL ROAD PROJECT**

WHEREAS, The Ingham County Road Department received federal funding for the design and construction of a safety improvement project at the Hagadorn Road and Sandhill Road intersection; and

WHEREAS, both the design phase and the construction phase of the project will require individual contracts with the Michigan Department of Transportation (MDOT); and

WHEREAS, the MDOT contract for the construction phase of the project is anticipated in early 2023; and

WHEREAS, the design phase of the project requires the execution of MDOT Contract 22-5199 to define the Road Department's responsibilities and obligations to utilize federal funding for preliminary engineering activities on the project; and

WHEREAS, the County, on behalf of the Road Department, must enter into an agreement with MDOT consistent with the state and federal funding requirements; and

WHEREAS, the estimated funding costs for the preliminary engineering activities are as follows, with the Local Costs being the responsibility of the Road Department:

Highway Safety Improvement Program (HSIP) Funding Award:	\$ 160,000
<u>HSIP Funding Participation (50%):</u>	<u>\$ 80,000</u>
Local Costs, Road Department Responsibility:	\$ 80,000; and

WHEREAS, the local costs for preliminary engineering activities are included in the 2022 Road Fund Budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into Contract 22-5199 with the Michigan Department of Transportation (MDOT) for the preliminary engineering activities related to the safety improvement project located at Hagadorn Road and Sandhill Road, for a total funding award of \$160,000 consisting of \$80,000 in federal Highway Safety Improvement Program (HSIP) funds and \$80,000 in Road Department funds, which have been included in the 2022 Road Fund Budget.

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

Agenda Item 13

TO: Board of Commissioners County Services Committee and Finance Committees
FROM: Gregg Todd, Controller
DATE: April 18, 2022
SUBJECT: Resolution to Approve Supplemental Funding for the 2022 Ingham County Cultural Diversity, Equity, & Inclusion Committee's Unity in the Community and to Authorize the Transfer of Funds to the Diversity, Equity, and Inclusion Budget
For the meeting agendas of May 17 and May 18, 2022

BACKGROUND

The Ingham County Cultural Diversity, Equity, & Inclusion Committee (ICCDEI) will be hosting its third annual Unity in the Community event on Friday, September 16, 2022 at Hawk Island Park.

To make this year's event a true "community event", the ICCDEI would like to open it up to all County residents. To do so, additional funding for food and beverages is required. The ICCDEI would like to request up to \$15,000 from contingency to go toward the event. The current budget is \$3,000.

This resolution also authorizes the transfer of funds for the ICCDEI from the Human Resources Department budget to the Diversity, Equity, and Inclusion budget, currently within the Controller's Office. With the addition of a new DEI Director, it is more appropriate to include the funding within the DEI budget.

ALTERNATIVES

Leave the event open to County employees and their families.

FINANCIAL IMPACT

An amount not to exceed \$15,000. Bills for the extra food and drink would be billed to the Contingency Fund and excess funds would not be available for carryover for future events.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Respectfully recommend that County Services and Finance approve the resolution.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE SUPPLEMENTAL FUNDING FOR THE 2022 INGHAM COUNTY CULTURAL DIVERSITY, EQUITY, & INCLUSION COMMITTEE'S UNITY IN THE COMMUNITY AND TO AUTHORIZE THE TRANSFER OF FUNDS TO THE DIVERSITY, EQUITY, AND INCLUSION BUDGET

WHEREAS, the Ingham County Cultural Diversity, Equity, & Inclusion Committee (ICCDEI) will be hosting its third annual Unity in the Community event on Friday, September 16, 2022 at Hawk Island Park; and

WHEREAS, the ICCDEI would like to make this a true community event by inviting County residents to participate in the festivities and fellowship; and

WHEREAS, funding will be required for additional food and beverages in excess of the \$3,000 currently allotted for the event; and

WHEREAS, the ICCDEI is requesting up to an additional \$15,000 for the 2022 Unity in the Community event; and

WHEREAS, funds for the ICCDEI are currently within the Human Resources Department budget and with the establishment of a Diversity, Equity, and Inclusion Director it is more appropriate to transfer these funds to DEI budget.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves an allocation not to exceed \$15,000 for the 2022 Unity in the Community event with the expenses being billed to the Contingency Fund.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the transfer of the Ingham County Cultural Diversity, Equity, & Inclusion Committee funds from the Human Resources Department budget to the DEI budget, currently within the Controller's budget, to be used to fund the Ingham County Cultural Diversity, Equity, and Inclusion Committee events.

TO: Board of Commissioners Law & Courts and Finance Committees

FROM: Teri Morton, Deputy Controller

DATE: May 3, 2022

SUBJECT: Resolution Authorizing Amendments to 2022 Agreements for Juvenile Justice Community Agencies

For the meeting agendas of May 12 and 18

BACKGROUND

Resolution #21-507 approved 2022 agreements for Juvenile Justice Community Agencies as follows:

- Child & Family Charities – Juvenile Screening & Assessment Program \$46,712.60
- Child and Family Charities – Teen Court \$31,869.60
- Resolution Services Center of Central Michigan – Restorative Justice \$42,472.60
- Resolution Services Center of Central Michigan – Youth Diversion \$24,472.60
- Small Talk – Health Boundaries/Mental Health Therapy \$29,472.60

Since that time, the Resolution Services Center of Central Michigan (RSCCM) – Youth Diversion program is not having projected results, having received no referrals, and is unable to utilize current funding. However, the RSCCM – Restorative Justice Program has received a large increase in referrals from area schools and is in need of additional funding to meet current utilization rates. RSCCM is requesting a reallocation of the \$24,472.60 in funding for its Youth Diversion program to its Restorative Justice Program. The agreement for the RSCCM - Restorative Justice Program would be increased from \$42,472.60 to \$66,945.20, with other conditions of the agreement to remain as authorized by Resolution #21-507. This adjustment would help RSCCM to meet the additional requests they are receiving from area schools, the families who are seeking services with their student and school personnel, and to continue offering these diversion services to additional schools who are requesting assistance, but don't currently have the funding.

ALTERNATIVES

The allocation for the RSCCM – Restorative Justice Program could remain at its current level, which would result in some services needs in this area being unmet. The \$24,472.60 allocated to RSCCM – Youth Diversion would remain in the Juvenile Justice Millage fund.

FINANCIAL IMPACT

The total 2022 allocation of \$175,000 for Juvenile Justice Millage Community agencies would remain unchanged.

OTHER CONSIDERATIONS

The agreement with Resolution Services Center of Central Michigan for its Youth Diversion Program will not be executed.

RECOMMENDATION

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING AMENDMENTS TO 2022 AGREEMENTS
FOR JUVENILE JUSTICE COMMUNITY AGENCIES**

WHEREAS, Resolution #21-507 approved 2022 agreements for Juvenile Justice Community Agencies as follows:

- Child & Family Charities – Juvenile Screening & Assessment Program \$46,712.60
- Child and Family Charities – Teen Court \$31,869.60
- Resolution Services Center of Central Michigan – Restorative Justice \$42,472.60
- Resolution Services Center of Central Michigan – Youth Diversion \$24,472.60
- Small Talk – Health Boundaries/Mental Health Therapy \$29,472.60; and

WHEREAS, since that time, the Resolution Services Center of Central Michigan (RSCCM) – Youth Diversion program is not having projected results, having received no referrals, and is unable to utilize current funding; and

WHEREAS, the RSCCM – Restorative Justice Program has received a large increase in referrals from area schools and is in need of additional funding to meet current utilization rates; and

WHEREAS, RSCCM is requesting an amendment to its Restorative Justice Program agreement, to increase the amount from \$42,472.60 to \$66,945.20; and is requesting that its agreement for Youth Diversion not be executed.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the agreement with Resolution Services Center of Central Michigan for its Restorative Justice Program to increase the amount of the agreement from \$42,472.60 to \$66,945.20, with other conditions of the agreement to remain as authorized by Resolution #21-507.

BE IT FURTHER RESOLVED, that the agreement with Resolution Services Center of Central Michigan for its Youth Diversion Program will not be executed.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$24,472.60 from the RSCCM Youth Diversion Program to the RSCCM Restorative Justice Program.

BE IT FURTHER RESOLVED, that 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 14b

TO: Human Services and Finance Committees

FROM: Jill Bauer, Budget Analyst

DATE: May 4, 2022

SUBJECT: Resolution Updating Various Fees for the Human Services Committee Departments Provided by the County

This resolution will authorize the adjustment of various fees for the Human Services Departments. These fees would be effective for the Health Department on October 1, 2022, Parks Winter Fees on November 1, 2022 and all others on January 1, 2023. These adjustments are based on an update of the “Cost of Services Analysis” completed by Maximus in 2002. In subsequent years, the cost has been determined by multiplying the previous year’s cost by a cost increase factor for each department. Utilizing this method again, the 2022 cost was calculated by multiplying the 2022 cost by the 2023 cost increase factor. Updated costs were then multiplied by the target percent of cost to be recovered by the fee for services as identified by the Board of Commissioners. Input was solicited from the Human Services Departments as part of the process of making these recommended adjustments. A full analysis of each fee was presented to the Human Services and Finance Committees at the previous rounds of meetings.

If the fee adjustments are passed as proposed, additional annual revenue would total approximately \$71,954 and will be recognized in the 2023 Controller Recommended Budget.

Please feel free to contact me if you have any questions regarding this information.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION UPDATING VARIOUS FEES FOR THE HUMAN SERVICES COMMITTEE
FOR SERVICES PROVIDED BY THE COUNTY**

WHEREAS, the Board of Commissioners set various fees for county services in Resolution #02-155 based on information and recommendations of the *Maximus Cost of Services Analysis* completed in 2002; and

WHEREAS, the Board of Commissioners also established the percent of the cost of providing the services which should be recovered by such fees, referred to in this process as a “target percent”; and

WHEREAS, the Board of Commissioners has directed the Controller’s Office to establish a process for the annual review of these fees and target percents; and

WHEREAS, the Controller’s Office will be reviewing and making recommendations on a three year rotation by Committee; and

WHEREAS, the annual average United States’ consumer price index was used as the cost increase factor; and

WHEREAS, this cost increase factor is applied to the previous year’s calculated cost and multiplied by the target percent and in most cases rounded to the lower full dollar amount in order to arrive at a preliminary recommended fee for the upcoming year; and

WHEREAS, in cases where the calculated cost multiplied by target percent is much higher than the current fee, the fee will be recommended to increase gradually each year until the full cost multiplied by target percent is reached, in order to avoid any drastic increases in fees; and

WHEREAS, in cases where the calculated cost multiplied by target percent is lower than the current fee, no fee increase will be recommended for that year; and

WHEREAS, after initial recommendations are made by the Controller, these recommendations are distributed to the affected offices and departments, in order to receive their input; and

WHEREAS, after reviewing the input from the affected offices and departments, the Controller makes final recommendations to the Board of Commissioners; and

WHEREAS, the Controller’s Office has finished its annual review of these fees and recommended increases where appropriate based on increased costs of providing services supported by these fees and the percent of the cost of providing the services which should be covered by such fees as established by the Board of Commissioners; and

WHEREAS, the Board of Commissioners has reviewed the Controller’s recommendations including the target percentages, along with recommendations of the various Human Services Department’s staff.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes or encourages the following fee increases in the Attachment at the rates established effective January 1, 2023 with the exception of the Health Department, where new rates will be effective October 1, 2022 and the Parks winter fees, which are effective November 1, 2022.

2023 County Fees Analysis
Human Services Committee

Attachment A

Location of Service	Fee Description	2016 Cost	2017 Cost Increase Factor	2017 Cost	2018 Cost Increase Factor	2018 Cost	2019 Cost Increase Factor	2019 Cost	2020 Cost Increase Factor	Target Percent	2022 Fee	2023 Fee
Comm. Health	Conting Ed. Fee Diseased Control/Imm.	\$15.28	0.3%	\$15.32	0.9%	\$15.46	2.1%	\$15.46	2.4%	100%	\$15.00	\$16.00
Comm. Health	INS Vaccination Verif Form I-693	\$38.19	0.3%	\$38.31	0.9%	\$38.65	2.1%	\$38.65	2.4%	100%	\$39.00	\$40.00
Comm. Health	Immuniz Record Copying Fee	\$4.58	0.3%	\$4.60	0.9%	\$4.64	2.1%	\$4.64	2.4%	100%	\$4.00	\$5.00
Comm. Health	MIHP Tran. Bus/Van ***	\$35.60	0.3%	\$35.70	0.9%	\$36.02	2.1%	\$36.78	2.4%	56%	\$21.20	\$22.51
Comm. Health	Compreh Envir Investigation	\$305.55	0.3%	\$306.47	0.9%	\$309.23	2.1%	\$309.23	2.4%	100%	\$315.00	\$335.00
Comm. Health	Assessment of Home	\$129.86	0.3%	\$130.25	0.9%	\$131.42	2.1%	\$131.42	2.4%	100%	\$130.00	\$140.00
Imm. Clinic	Internat'l Travel Consult	\$62.92	0.3%	\$63.10	0.9%	\$63.67	2.1%	\$63.67	2.4%	100%	\$65.00	\$69.00
Med Examiner	Cremation Permits	\$27.69	0.3%	\$27.77	0.9%	\$28.02	2.1%	\$28.02	2.4%	100%	\$28.00	\$30.00
Env. Health	Category 1 (see definition below) - License Fee *	\$585	0.3%	\$586.76	0.9%	\$592.04	2.1%	\$592.04	2.4%	80%	\$480.00	\$500.00
Env. Health	Category 1 (see definition below) - Full Plan Review	\$1,214	0.3%	\$1,217.64	0.9%	\$1,228.60	2.1%	\$1,228.60	2.4%	80%	\$985.00	\$1,025.00
Env. Health	Category 1 (see definition below) - New Owner/Eval	\$645	0.3%	\$646.43	0.9%	\$652.25	2.1%	\$652.25	2.4%	80%	\$530.00	\$550.00
Env. Health	Category 1 (see definition below) - New Owner w/minimal plan review	\$774	0.3%	\$776.32	0.9%	\$783.31	2.1%	\$783.31	2.4%	80%	\$635.00	\$655.00
Env. Health	Category 2 (see definition below) - License Fee *	\$808	0.3%	\$810.42	0.9%	\$817.72	2.1%	\$817.72	2.4%	80%	\$660.00	\$700.00
Env. Health	Category 2 (see definition below) - Full Plan Review	\$1,689	0.3%	\$1,694.07	0.9%	\$1,709.31	2.1%	\$1,709.31	2.4%	80%	\$1,370.00	\$1,400.00
Env. Health	Category 2 (see definition below) - New Owner/Eval	\$905	0.3%	\$907.72	0.9%	\$915.88	2.1%	\$915.88	2.4%	80%	\$740.00	\$760.00
Env. Health	Category 2 (see definition below) - New Owner w/minimal plan review	\$950	0.3%	\$952.85	0.9%	\$961.43	2.1%	\$961.43	2.4%	80%	\$775.00	\$800.00
Env. Health	Category 3 (see definition below) - License Fee *	\$1,145	0.3%	\$1,148.44	0.9%	\$1,158.77	2.1%	\$1,158.77	2.4%	80%	\$935.00	\$965.00
Env. Health	Category 3 (see definition below) - Full Plan Review	\$2,429	0.3%	\$2,436.29	0.9%	\$2,458.21	2.1%	\$2,458.21	2.4%	80%	\$1,965.00	\$2,100.00
Env. Health	Category 3 (see definition below) - New Owner/Eval	\$1,320	0.3%	\$1,323.96	0.9%	\$1,335.88	2.1%	\$1,335.88	2.4%	80%	\$1,075.00	\$1,100.00
Env. Health	Category 3 (see definition below) - New Owner w/minimal plan review	\$1,462	0.3%	\$1,466.39	0.9%	\$1,479.58	2.1%	\$1,479.58	2.4%	80%	\$1,190.00	\$1,250.00
Env. Health	Mobile - License Fee *	\$453	0.3%	\$454.36	0.9%	\$458.45	2.1%	\$458.45	2.4%	80%	\$375.00	\$400.00
Env. Health	Mobile - Full Plan Review	\$621	0.3%	\$622.86	0.9%	\$628.47	2.1%	\$628.47	2.4%	80%	\$510.00	\$540.00
Env. Health	Mobile - New Owner/Eval.	\$516	0.3%	\$517.55	0.9%	\$522.21	2.1%	\$522.21	2.4%	80%	\$425.00	\$450.00
Env. Health	STFU - Full Plan Review	\$621	0.3%	\$622.86	0.9%	\$628.47	2.1%	\$628.47	2.4%	80%	\$510.00	\$540.00
Env. Health	STFU - New Owner/Eval	\$557	0.3%	\$558.67	0.9%	\$563.70	2.1%	\$563.70	2.4%	80%	\$460.00	\$490.00
Env. Health	Temporary Food License	\$373	0.3%	\$374.12	0.9%	\$377.49	2.1%	\$377.49	2.4%	50%	\$195.00	\$205.00
Env. Health	Seasonal Facilities - License Fee *	\$550	0.3%	\$551.70	0.9%	\$556.66	2.1%	\$556.66	2.4%	50%	\$285.00	\$300.00
Env. Health NEW	Type II Water Supply Program Monitoring Violation - initial violation											\$200.00
Env. Health NEW	Type II Water Supply Program Monitoring Violation - subsequent violations											\$400.00
Env. Health	Late Fee for Food License effective 1st day after April 30th	\$135.00	0.3%	\$135.41	0.9%	\$136.62	2.1%	\$136.62	2.4%	100%	\$135.00	\$145.00
Env. Health	Late Fee for Temporary Food License application less than 5 days prior to event (in addition to the \$195 license)	\$195.00	0.3%	\$195.59	0.9%	\$197.35	2.1%	\$197.35	2.4%	100%	\$200.00	\$215.00
Env. Health	Inspection fee for STFU (State Mandated Fee)	\$382	0.3%	\$383.15	0.9%	\$386.59	2.1%	\$386.59	2.4%	24%	\$90.00	\$92.00
Env. Health	Constuction/Remodeling that begins without approved plans (**)	\$986	0.3%	\$988.96	0.9%	\$997.86	2.1%	\$997.86	2.4%	80%	\$805.00	\$850.00
Env. Health	Food Service plan review re-evaluation or re-submission	\$500.00	0.3%	\$501.50	0.9%	\$506.01	2.1%	\$506.01	2.4%	100%	\$515.00	\$550.00
Env. Health	Informal Hearing Fee (**)	\$1,126	0.3%	\$1,129.38	0.9%	\$1,139.54	2.1%	\$1,200.00	2.4%	100%	\$1,210.00	\$1,250.00

Location of Service	Fee Description	2016 Cost	2017 Cost Increase Factor	2017 Cost	2018 Cost Increase Factor	2018 Cost	2019 Cost Increase Factor	2019 Cost	2020 Cost Increase Factor	Target Percent	2022 Fee	2023 Fee
Env. Health	Formal Hearing Fee (**)	\$1,126	0.3%	\$1,129.38	0.9%	\$1,139.54	2.1%	\$1,200.00	2.4%	100%	\$1,210.00	\$1,250.00
Env. Health	Follow Up inspection to assess compliance for critical violations (**)	\$524	0.3%	\$525.57	0.9%	\$530.30	2.1%	\$153.15	2.4%	100%	\$155.00	\$165.00
Env. Health	Fee for new owner operating without new license(**)	\$810	0.3%	\$812.43	0.9%	\$819.74	2.1%	\$819.74	2.4%	80%	\$665.00	\$700.00
Env. Health	Well - permit to construct or alter a private residential , type II, or type III well	\$428	0.3%	\$428.95	0.9%	\$432.81	2.1%	\$432.81	2.4%	90%	\$395.00	\$425.00
Env. Health	Septic - new or repair permit for residential or commercial	\$948	0.3%	\$950.84	0.9%	\$959.40	2.1%	\$959.40	2.4%	90%	\$870.00	\$900.00
Env. Health	Combined - well & septic	\$1,166	0.3%	\$1,169.50	0.9%	\$1,180.02	2.1%	\$1,180.02	2.4%	90%	\$1,070.00	\$1,100.00
Env. Health	Septic - new/repair septic tank only	\$391	0.3%	\$392.17	0.9%	\$395.70	2.1%	\$395.70	2.4%	90%	\$360.00	\$385.00
Env. Health	Well - Sanitary survey, public non community Type II - transient well	\$475	0.3%	\$476.43	0.9%	\$480.71	2.1%	\$480.71	2.4%	90%	\$440.00	\$470.00
Env. Health	Well - Sanitary survey, public non community Type II non - transient Well	\$550	0.3%	\$551.65	0.9%	\$556.61	2.1%	\$556.61	2.4%	90%	\$510.00	\$540.00
Env. Health	Septic Evaluation - application for residential or commercial lot & soil evaluation	\$430	0.3%	\$431.29	0.9%	\$435.17	2.1%	\$435.17	2.4%	90%	\$400.00	\$425.00
Env. Health	Septic Evaluation - plan review for engineered system	\$346	0.3%	\$347.04	0.9%	\$350.16	2.1%	\$350.16	2.4%	90%	\$320.00	\$340.00
Env. Health	NEW - Township Requested Evaluation									100%	\$100.00	\$105.00
Env. Health	License renewal	\$414	0.3%	\$415.24	0.9%	\$418.98	2.1%	\$418.98	2.4%	80%	\$340.00	\$360.00
Env. Health	Full plan review	\$538	0.3%	\$539.61	0.9%	\$544.47	2.1%	\$544.47	2.4%	80%	\$445.00	\$475.00
Env. Health	Permanent Campground	\$417	0.3%	\$418.25	0.9%	\$422.02	2.1%	\$422.02	2.4%	100%	\$430.00	\$460.00
Env. Health	Temporary Campground	\$188	0.3%	\$188.56	0.9%	\$190.26	2.1%	\$190.26	2.4%	100%	\$190.00	\$205.00
Env. Health	Point of Sale - Application/Administrative processing fee	\$293	0.3%	\$293.88	0.9%	\$296.52	2.1%	\$296.52	2.4%	85%	\$255.00	\$275.00
Env. Health	Point of Sale - On-site evaluation of well & septic	\$594	0.3%	\$595.78	0.9%	\$601.14	2.1%	\$601.14	2.4%	75%	\$460.00	\$490.00
Env. Health	Point of Sale - Waste treatment evaluation	\$350	0.3%	\$351.05	0.9%	\$354.21	2.1%	\$354.21	2.4%	100%	\$360.00	\$380.00
Env. Health	Point of Sale - Well evaluation	\$250	0.3%	\$250.75	0.9%	\$253.01	2.1%	\$253.01	2.4%	100%	\$255.00	\$275.00
Env. Health	Point of Sale - inspector annual renewal fee	\$200	0.3%	\$200.60	0.9%	\$202.41	2.1%	\$202.41	2.4%	100%	\$205.00	\$220.00
Env. Health	Point of Sale - 1 Year Extension NEW							\$0.00	2.4%	100%	\$100.00	\$105.00
Env. Health	Full inspection, water system, sewage disposal, building and grounds	\$284	0.3%	\$284.85	0.9%	\$287.42	2.1%	\$287.42	2.4%	100%	\$290.00	\$310.00
Env. Health	Pool Inspection	\$176	0.3%	\$176.53	0.9%	\$178.12	2.1%	\$178.12	2.4%	100%	\$180.00	\$190.00
Env. Health	Additional pool at the same location	\$122.38	0.3%	\$122.74	0.9%	\$123.85	2.1%	\$123.85	2.4%	100%	\$110.00	\$135.00
Env. Health	Re-inspection fee after violation	\$122.38	0.3%	\$122.74	0.9%	\$123.85	2.1%	\$183.78	2.4%	100%	\$185.00	\$200.00
	TOBACCO & E-CIGARETTE											
Env. Health	Tobacco & E- cigarette sales license - East Lansing	\$374	0.3%	\$375.12	0.9%	\$378.50	2.1%	\$378.50	2.4%	80%	\$307.00	\$330.00
Env. Health	Tobacco & E- cigarette sales license - Not East Lansing	\$374	0.3%	\$375.12	0.9%	\$378.50	2.1%	\$378.50	2.4%	90%	\$345.00	\$370.00
Env. Health	Tobacco & E- cigarette Change of Ownership Fee - East Lansing	\$135.70	0.3%	\$136.10	0.9%	\$137.33	2.1%	\$137.33	2.4%	100%	\$125.00	\$150.00
Env. Health	Tobacco & E- cigarette Change of Ownership Fee - Not East Lansing	\$157.41	0.3%	\$157.88	0.9%	\$159.30	2.1%	\$159.30	2.4%	100%	\$160.00	\$170.00
Env. Health	Tobacco & E - cigarette sales license vending machine	\$341.08	0.3%	\$342.10	0.9%	\$345.18	2.1%	\$345.18	2.4%	100%	\$350.00	\$375.00
Env. Health	Temporary Tobacco License - Sampling Permit	\$136.43	0.3%	\$136.84	0.9%	\$138.07	2.1%	\$138.07	2.4%	100%	\$140.00	\$150.00
Env. Health	Late Fee and/or failure to report change of ownership (**)	\$195.41	0.3%	\$195.99	0.9%	\$197.76	2.1%	\$197.76	2.4%	100%	\$200.00	\$215.00
Env. Health	Category 1: 56 - 499 Gallons (450 - 4,499 pounds) - Reporting Fee	\$149.30	0.3%	\$149.75	0.9%	\$151.10	2.1%	\$151.10	2.4%	50%	\$73.00	\$80.00
Env. Health	Category 1: 56 - 499 Gallons (450 - 4,499 pounds) - Inspection Fee	\$298.61	0.3%	\$299.51	0.9%	\$302.20	2.1%	\$302.20	2.4%	50%	\$150.00	\$160.00

Location of Service	Fee Description	2016 Cost	2017 Cost Increase Factor	2017 Cost	2018 Cost Increase Factor	2018 Cost	2019 Cost Increase Factor	2019 Cost	2020 Cost Increase Factor	Target Percent	2022 Fee	2023 Fee
Env. Health	Category 2: 500 - 4,999 Gallons (4,500 - 44,499 pounds) - Reporting Fee	\$298.61	0.3%	\$299.51	0.9%	\$302.20	2.1%	\$302.20	2.4%	50%	\$150.00	\$160.00
Env. Health	Category 2: 500 - 4,999 Gallons (4,500 - 44,499 pounds) - Inspection Fee	\$477.76	0.3%	\$479.20	0.9%	\$483.51	2.1%	\$483.51	2.4%	50%	\$245.00	\$260.00
Env. Health	Category 3: 5,000 or more Gallons (more than 45,000 pounds) - Reporting Fee	\$447.90	0.3%	\$449.25	0.9%	\$453.29	2.1%	\$453.29	2.4%	50%	\$230.00	\$245.00
Env. Health	Category 3: 5,000 or more Gallons (more than 45,000 pounds) - Inspection Fee	\$716.66	0.3%	\$718.81	0.9%	\$725.28	2.1%	\$725.28	2.4%	50%	\$365.00	\$390.00
Env. Health	Hourly rate for services not specified in the fee schedule	\$100.00	0.3%	\$100.30	0.9%	\$101.20	2.1%	\$101.20	2.4%	100%	\$100.00	\$110.00
Env. Health	Late fee for all licenses not specified above, effective 30 days after due date	\$130.00	0.3%	\$130.39	0.9%	\$131.56	2.1%	\$131.56	2.4%	100%	\$130.00	\$140.00
Env. Health	Sanitary Code appeal fee	\$130.00	0.3%	\$130.39	0.9%	\$131.56	2.1%	\$131.56	2.4%	100%	\$130.00	\$140.00
Env. Health	Returned check fee	\$30.00	0.3%	\$30.09	0.9%	\$30.36	2.1%	\$31.00	2.4%	100%	\$32.00	\$35.00
Parks	Cancellation Fee (for all park reservations)							\$21.84	2.4%	100.0%	\$22.00	\$23.00
Parks	Resident Annual							\$44.07	2.4%	75.0%	\$32.00	\$35.00
Parks	Non-Resident Annual							\$44.07	2.4%	100.0%	\$42.00	\$45.00
Parks	Winter Sports Building (100 Person Capacity) ****							\$100.95	2.4%	100.0%	\$100.00	\$110.00
Parks	Winter Sports Building - reservation fee/non operational hrs							\$31.00	2.4%	100.0%	\$32.00	\$33.00
Parks	Shelters - 60 Person Capacity ****											
Parks	Lake Lansing South Lakeview							\$81.92	2.4%	100.0%	\$82.00	\$85.00
Parks	Lake Lansing North Oak Knoll							\$81.92	2.4%	100.0%	\$82.00	\$85.00
Parks	Lake Lansing North Sandhill							\$81.92	2.4%	100.0%	\$82.00	\$85.00
Parks	Hawk Island Kestrel							\$81.92	2.4%	100.0%	\$82.00	\$85.00
Parks	Burchfield Deer Run							\$81.92	2.4%	100.0%	\$82.00	\$85.00
Parks	Burchfield Pine Knoll							\$81.92	2.4%	100.0%	\$82.00	\$85.00
Parks	Burchfield Southridge							\$81.92	2.4%	100.0%	\$82.00	\$85.00
Parks	Shelters - 120 Person Capacity ****											
Parks	Lake Lansing - North - 1/2 of Main							\$109.22	2.4%	100.0%	\$110.00	\$115.00
Parks	Hawk Island Peregrine							\$136.53	2.4%	100.0%	\$140.00	\$145.00
Parks	Burchfield 1/2 of North Bluff							\$109.22	2.4%	100.0%	\$110.00	\$115.00
Parks	Burchfield 1/2 of Woodsong							\$109.22	2.4%	100.0%	\$110.00	\$115.00
Parks	Shelters - 150 Person Capacity ****											
Parks	Lake Lansing - South - 1/2 of Main							\$109.22	2.4%	100.0%	\$110.00	\$115.00
Parks	Shelters - 240 Person Capacity ****											
Parks	Lake Lansing - North - Main							\$191.14	2.4%	100.0%	\$195.00	\$200.00
Parks	Burchfield - North Bluff							\$191.14	2.4%	100.0%	\$195.00	\$200.00
Parks	Burchfield - Woodsong							\$191.14	2.4%	100.0%	\$195.00	\$200.00
Parks	Shelters - 300 Person Capacity ****											
Parks	Lake Lansing - South - Main							\$191.14	2.4%	100.0%	\$195.00	\$200.00
Parks	Burchfield - Overlook							\$191.14	2.4%	100.0%	\$195.00	\$200.00
Parks	Shelters - 375 Person Capacity ****											
Parks	Hawk Island - Red Tail							\$273.05	2.4%	100.0%	\$280.00	\$295.00
Parks	Cabanas - Mini semi permanent shelters/30 p cap.											
Parks	Hawk Island							\$81.92	2.4%	100.0%	\$82.00	\$85.00
Parks	Lake Lansing South							\$81.92	2.4%	100.0%	\$82.00	\$85.00
Parks	Wedding Gazebo											
Parks NEW	Special Event Fee for group size 25-100 people not renting a shelter (for profit groups)											\$75.00
Parks	In-Park Canoe/Kayak - per hr							\$6.55	2.4%	100.0%	\$6.00	\$7.00
Parks	Abandonment Recovery Fee							\$44.87	2.4%	100.0%	\$44.00	\$45.00
Parks	Late Fee (arriving 1/2 hour or later after closing)							\$22.43	2.4%	100.0%	\$23.00	\$24.00
Parks	Canoe/Kayak Trips - McNamara							\$16.53	2.4%	100.0%	\$17.00	\$18.00
Parks	Canoe/Kayak Trips - Bunker Rd							\$24.03	2.4%	100.0%	\$25.00	\$26.00
Parks	Canoe/Kayak Trips - Eaton Rapids							\$30.58	2.4%	100.0%	\$32.00	\$33.00

Location of Service	Fee Description	2016 Cost	2017 Cost Increase Factor	2017 Cost	2018 Cost Increase Factor	2018 Cost	2019 Cost Increase Factor	2019 Cost	2020 Cost Increase Factor	Target Percent	2022 Fee	2023 Fee
Parks	Canoe/Kayak Trips - Transport Fee (Non-ICP Boats and person(s)-grp of 2 or more)							\$5.61	2.4%	100.0%	\$5.00	\$6.00
Parks	Row Boat/Hawk Island Kayak - 1st hour							\$7.65	2.4%	100.0%	\$7.00	\$8.00
Parks	Boat Launch - Annual							\$54.61	2.4%	100.0%	\$55.00	\$58.00
Parks	Moonlight Ski- Adult							\$10.50	2.4%	100.0%	\$10.00	\$11.00
Parks	Cross Country Ski Rental- adult per hour							10.21	2.4%	100%	\$10.00	\$11.00
Parks	Day Camp ****											
Parks	Resident Monday-Friday 9am-4pm							\$100.95	2.4%	100.0%	\$105.00	\$110.00
Parks	Non-Resident Monday-Friday 9am-4pm							\$112.17	2.4%	100.0%	\$115.00	\$120.00
Parks	Resident Mon-Fri 7:30am-5:30pm							\$134.60	2.4%	100.0%	\$140.00	\$145.00
Parks	Non-Resident Mon-Fri 7:30am-5:30pm							\$145.82	2.4%	100.0%	\$150.00	\$155.00
Parks	Season Pass							\$44.87	2.4%	100.0%	\$40.00	\$45.00
Parks	Equipment Replacement-lost,damaged,stolen Discs							\$11.22	2.4%	100.0%	\$11.00	\$12.00
Parks	Dog Park (12 Month Pass) ****											
Parks	Regular Pass							\$31.00	2.4%	100.0%	\$30.00	\$33.00
Parks	Student (college ID)							\$20.67	2.4%	100.0%	\$20.00	\$22.00
Parks	Senior (+60)							\$20.67	2.4%	100.0%	\$20.00	\$22.00
Parks	Veteran							\$20.67	2.4%	100.0%	\$20.00	\$22.00
Parks	Owner of Service Animal							\$20.67	2.4%	100.0%	\$20.00	\$22.00
Parks	Daily Pass							\$5.61	2.4%	100.0%	\$5.00	\$6.00
Parks	Replacement FOB							\$5.61	2.4%	100.0%	\$5.00	\$6.00
Parks	Hawk Island Snow Hill **** Rates											
Parks	Per person (adults and children) (2 hours)							\$10.33	2.4%	100.0%	\$10.00	\$11.00
Parks	Hawk Island Snow Tube											
Parks	Non-Operational Rates (Reservation Only)											
Parks NEW	Ingham County Schools and Non-Profits unlimited persons (2 hours)									100.0%		\$500 flat fee
Parks NEW	Non-Ingham County schools or Private reservations (2 hours) covers first 40 persons. Over 40 would be an additional \$10/person									100.0%		\$500 fee
Parks	Moonwalk							\$300.36	2.4%	100.0%	\$325.00	\$340.00
Parks	Dunk Tank							\$245.75	2.4%	100.0%	\$255.00	\$265.00
Parks	Giant Slide							\$436.88	2.4%	100.0%	\$440.00	\$475.00
Parks	Band Shell Rental - Weekdays							\$103.02	2.4%	100.0%	\$105.00	\$110.00
Parks NEW	Band Shell Rental - Saturday/Sunday/Holidays											\$150.00
Parks	PA, Chairs or Music Stands per item							\$51.51	2.4%	100.0%	\$51.00	\$55.00
Parks	Snow Shoe Rental Adult							\$7.00	2.4%	100.0%	\$6.00	\$7.00
Parks	Cancellation Administration Fee for Hawk Island Snow Tubing Reservations							\$25.00	2.4%	100.0%	\$26.00	\$27.00