CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON
BRIAN McGRAIN

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

COUNTY SERVICES COMMITTEE
DIANNE HOLMAN, CHAIR
PENELOPE TSERNOGLOU
BRYAN CRENSHAW
DEB NOLAN
CAROL KOENIG
VICTOR CELENTINO
RANDY MAIVILLE

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE COUNTY SERVICES COMMITTEE WILL MEET ON TUESDAY, APRIL 22, 2014 AT 6:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order
Approval of the April 8, 2014 Minutes and Closed Session Minutes
Additions to the Agenda
Limited Public Comment

Please Review and/or bring your 2015 Strategic Planning Books to the Meeting

1. LEAP Presentation

2. Clerk - Discussion Item - DRAFT Resolution to Authorize Reorganization within the Ingham County Clerk's Office

3. Friend of the Court - Resolution to Authorize a Reorganization in the Friend of the Court

4. Facility Department
   a. Memo from Facilities Director Regarding the Replacement of Heat Exchanger Coil at the Ingham County Jail
   b. Resolution Entering into a Contract with JH Construction, Inc. for the Removal and Replacement of the Walkway at the Potter Park Zoo Bird House

5. Road Department
   a. Resolution to Authorize Approval of the Preliminary Plan of Bennett Village Condominium Development
   b. Resolution to Approve the Special and Routine Permits for the Ingham County Road Department

6. Economic Development - Resolution Setting a Public Hearing for a Brownfield Plan for Dunkin Donuts/Sunoco Development, 3440 Okemos Road and 2221 University Park Drive, Alaiedon Township, Michigan

7. Controller
   a. Resolution Establishing Priorities to Guide the Development of the 2015 Budget and Activities of County Staff
   b. Discussion Item - Resolution Updating Various Fees for County Services

8. Board
   a. Resolution Honoring Zeta Phi Beta Sorority, Incorporated Theta Rho Zeta Chapter
   b. Resolution Honoring Dylan King

9. Board Referral - Letter from Superparks, LLC Regarding Contract Termination

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.

COUNTY SERVICES COMMITTEE
April 8, 2014
Draft – Minutes

Members Present: Dianne Holman, Penelope Tsernoglou, Bryan Crenshaw, Deb Nolan (arrived at 6:05 p.m.), Victor Celentino and Randy Maiville.

Members Absent: Carol Koenig

Others Present: Tim Dolehanty, Travis Parsons, Rick Terrill, Bill Conklin, Lance Langdon, Bruce, Gaukel, Becky Bennett, Don Lehman, Jennifer Shuster and others.

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

Approval of the March 18, 2014 Minutes

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE MINUTES OF THE MARCH 18, 2014 MEETING AS AMENDED TO DISPLAY AGENDA ITEM NO. 10 WAS CONDUCTED AT THE BEGINNING OF THE MEETING.

MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Koenig and Nolan.

Additions to the Agenda

None.

Limited Public Comment

None.

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

1. Drain - Resolution Authorizing the Purchase of a Small Excavator from AIS Construction Equipment Corporation for the Drain Commissioner

2. Treasurer - Resolution Authorizing Submission of a Joint Application by Ingham County and the Ingham County Land Bank Fast Track Authority for Housing Resource Funding, Consisting of Community Development Block Grant (CDBG) Dollars Made Available Through the Michigan State Housing Development Authority (MSHDA) for Blight Elimination within Non-Entitlement Areas of Ingham County

4. Road Department

a. Resolution Extending Purchase Authorization of the Road Department's 2013 Countywide Waterborne Pavement Marking & Cold Plastic Common Text & Symbol Pavement Marking Contracts for the 2014 Pavement Marking Program
b. Resolution to Execute a Quit Claim Deed between Great Lakes Christian Homes Housing Corporation and the Ingham County Board of Commissioners
c. Resolution to Authorize the Purchase of Reflective Sign Faces and Complete Signs from Osburn Associates, Inc.
d. Resolution Authorizing the Extension of Authorizations to Purchase 2014 Seasonal Requirements of Smooth-Lined Corrugated Polyethylene Pipe & Helically Corrugated Steel Pipe for the Road Department
e. Resolution Authorizing the Extension of a Contract for Gravel Road Dust Control Service for the Road Department
f. Resolution to Approve Proposed 2014 Ingham County Bridge Funding Applications for Submission to the Local Bridge Program Manager
g. Resolution to Approve the Hungerford Street Stop Sign Installation at St Joseph Street Traffic Control Order
h. Resolution to Authorize an As Needed Construction Inspection Professional Engineering Services Contract with RS Engineering, LLC
i. Resolution Authorizing and Endorsing Submission of Grant Applications under both the USDOT TIGER FY 2014 and the MDOT TEDF-A Programs for the Reconstruction of Cedar Street from US-127 to Holbrook Drive in Alaiedon and Delhi Townships, Ingham County, Michigan for the Ingham County Road Department
k. Resolution to Authorize the Re-designation of Williamston Road between Baseline and Fitchburg Roads, Bunker Hill Township, from Class A to All-Season
l. Resolution to Approve the Special and Routine Permits for the Ingham County Road Department

5. Management Information Systems
   a. Resolution to Approve the Purchase of NetVault Backup Solution from Avalon Technologies
   b. Resolution to Approve the Purchase of New Cisco ASA Firewalls from ISI
   c. Resolution to Approve Entering into an Agreement with Xerox for Managed Print Services

6. Facilities - Resolution Awarding a Contract to Pavement Consultants, Inc. to Provide Professional Asphalt Consulting and Project Management Services for the Parking Lot Replacement Project at the Human Services Building

7. Health Department - Resolution to Amend Resolution #13-486 to Change the Date for the Elimination of a Position

8. Controller's Office - First Quarter 2014 Budget Adjustments and Contingency Fund Update

9. Board of Commissioners - Resolution in Support of a Cesar E. Chavez National Day of Service

10. Human Resources
    a. Resolution Authorizing and Clarifying Pension Benefits for Teamsters Local 580 Potter Park Zoo Unit
    b. Resolution Approving a Collective Bargaining Agreement with Local 512 Office and Professional Employees International Union - Technical Clerical Unit
    c. Resolution Authorizing the Establishment of a MERS Hybrid Plan for Newly Hired Employees Under Local 512 Office And Professional Employees International Union - Technical Clerical Unit
    d. Resolution Approving a Collective Bargaining Agreement with Ingham County Employees' Association - Professional Court Employees
    e. Resolution Authorizing the Establishment of a MERS Hybrid Plan for Newly Hired Employees Under Ingham County Employees' Association - Professional Court Employees

MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Koenig and Nolan.

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. CELENTINO, TO APPROVE THE ITEMS ON THE CONSENT AGENDA.

MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Koenig and Nolan.

Commissioner Nolan arrived at 6:05 p.m.

3. Michigan State University Extension - Resolution Amending the 2014 Agreement with Michigan State University for Extension Services

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE RESOLUTION AMENDING THE 2014 AGREEMENT WITH MICHIGAN STATE UNIVERSITY FOR EXTENSION SERVICES.

Discussion.

Don Lehman, District Coordinator MSU Extension, addressed the Committee regarding the amendment to the 2014 agreement with MSU for Extension Services and also background information on the educational program. He gave an overview of the current Ingham County/MSU Extension Staff, the Youth Development (4-H), Food Systems, Nutrition & Physical Activity and Horticulture Education.

MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

4. Road Department
    j. Resolution Authorizing and Endorsing Submission of a Grant Application Under the MDOT TEDF-A Program for Various Road Improvements Relating to the Expansion of the Jackson National Life Insurance Office in Alaiedon Township, Ingham County, Michigan for the Ingham County Road Department

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. MAIVILLE, TO APPROVE

THE RESOLUTION AUTHORIZING AND ENDORSING SUBMISSION OF A GRANT APPLICATION UNDER THE MDOT TEDF-A PROGRAM FOR VARIOUS ROAD IMPROVEMENTS RELATING TO THE EXPANSION OF THE JACKSON NATIONAL LIFE INSURANCE OFFICE IN ALAIEDON TOWNSHIP, INGHAM COUNTY, MICHIGAN FOR THE INGHAM COUNTY ROAD DEPARTMENT.

Discussion.

Chairperson Holman asked the Committee if it would still like to act on this resolution at this meeting considering that Meridian Township will be discussing/voting on it on April 15. She inquired if the Committee would like the results of that meeting first.

Bill Conklin, Managing Director of the Road Department, stated that he wasn't planning to bring this resolution forward to the Committee so soon, but the next County Services meeting is after the deadline required. He suggested approving the resolution subject to the approval of Meridian Township as well.

The following amendment was made to the resolution:

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby endorses the above authorized grant applications~~.~~**, contingent on approval by the Meridian Township Board.**

This was considered a friendly amendment.

MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Koenig.

11. Information - ORV Laws for Southern Michigan

Chairperson Holman asked if the Committee would like to pursue the request made by a Stockbridge resident to look into establishing an Ingham County Off-Road Vehicle Ordinance. She asked if the Committee would like the Road Department and the Sheriff to weigh in on this request.

Commissioner Crenshaw stated that he would like an initial investigation conducted on how it would impact the Road Department and Sheriff's Office and who would enforce the requested ORV ordinance.

Commissioner Celentino stated that he knows of concerns among the Sheriff's Office and also that local townships and municipalities have the option of adopting their own ORV ordinances as well.

Commissioner Tsernoglou agreed and stated that she is not against an ordinance, but said research needs to be done.

Commissioner Crenshaw recommended having the Stockbridge resident and Sheriff Gene Wriggelsworth at the same future meeting to provide insight for informational purposes. He said a possible resolution could come later after that.

Tim Dolehanty, Controller, spoke of his experience with establishing an ORV ordinance in Isabella County from when he was employed there.

Commissioner Maiville suggested obtaining an opinion on this request from the Michigan Farm Bureau as well to see if this is advantageous to local farmers.

Commissioner Nolan stated that she thought the County Services Committee has enough on its plate right now and recommended referring the Stockbridge resident back to Stockbridge Township to make this request specifically to those local leaders.

The consensus of the Committee was to continue to obtain further information regarding this request.

Announcements

Commissioner Celentino stated that he attended the 38th annual service awards ceremony for Ingham County earlier in the day. He then presented Chairperson Dianne Holman with a certificate that honored her ten years of service to Ingham County as a member of the Board of Commissioners.

Public Comment

None.

10. Human Resources

f. Status of Collective Bargaining *(Closed Session)*

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. CELENTINO, TO MOVE INTO A CLOSED SESSION AT APPROXIMATELY 6:40 P.M. FOR THE PURPOSE OF A COLLECTIVE BARGAINING UPDATE.

ROLL CALL VOTE. Yeas: Commissioners Holman, Celentino, Nolan, Tsernoglou, Crenshaw and Maiville. Nays: None. Absent: Koenig.

Re-entered open session at approximately 7:21 p.m.

The meeting was adjourned at approximately 7:21 p.m.

APRIL 8, 2014 COUNTY SERVICES AGENDA
STAFF REVIEW SUMMARY

ACTION ITEMS:
The Controller/Administrator recommends approval of the following resolutions:

2. ***County Clerk*** *– Discussion Item - Resolution to Authorize Reorganization within the Ingham County Clerk's Office – Draft for Review and Consideration Only*

Following a recent position vacancy, the County Clerk's office proposes to reorganize two positions in order to efficiently meet workload demands. This proposal would reclassify the Clerical Services Supervisor (MCF 8) as Chief Deputy County Clerk (MCF 10), and reclassify the Chief Deputy/Election Coordinator (MCF 10) as Election/Clerk Coordinator (MCF 7). The long term financial impact of the proposed position allocation will be an annual decrease of $6,101 in salaries and fringe benefit costs.

3. ***Friend of the Court*** *- Resolution to Authorize a Reorganization in the Friend of the Court*

This resolution would authorize a reorganization in the Friend of the Court Office to better meet the current business model needs in the organization. In order to better distribute the need for enforcement of medical and non-medical provisions of support orders among existing FOC personnel, the existing job descriptions of Senior Enforcement Specialist-Medical and Senior Case Examiner would be consolidated into a revised Senior Case Examiner position. Under this proposal there would be three employees with the revised consolidated Senior Case Examiner job description, and each employee would be responsible for both medical and non-medical enforcement provisions on approximately one-third of the FOC caseload. The revised consolidated description of the Senior Case Examiner position was developed with the Human Resources Department. There would be no change in the current ICEA Court PRO6 classification for the three employees in question so this reorganization is cost neutral to the County. The ICEA Court Professionals union have been informed about this proposed reorganization and have voiced no objection.

4a. ***Facilities Department*** *- Memo from Facilities Director Regarding the Replacement of Heat Exchanger Coil at the Ingham County Jail*

On February 27, 2014, a heat exchanger coil at the Ingham County Jail completely failed and was in need of immediate replacement to avoid a loss of heat. Consistent with Section 10 of the Purchasing Procedures Manual, the Controller determined immediate purchase of a new heat exchanger coil was essential to prevent detrimental impacts on jail employees and inmates. An attached report jointly filed by the Purchasing Director and Facilities Director sets forth the nature of this emergency and the necessity for action. Subsequently, a purchase order was issued to Myers Plumbing and Heating for a total cost of $21,168.98. Funds for this purchase were previously allocated to a budgeted line item earmarked for jail heating repair. No further action is necessary beyond the County Services Committee receipt of this report.

4b. **Facilities Department** - Resolution Entering into a Contract with JH Construction, Inc. for the Removal and Replacement of the Walkway at the Potter Park Zoo Bird House

The walkway at the Potter Park Zoo Bird House has deteriorated over time, is beyond repair, and in need of replacement to ensure the safety of guests and employees of the zoo. JH Construction, Inc., a local company, submitted the lowest quote to remove and replace the walkway at a cost not to exceed $5,910.00. Funding for the project is available within an approved CIP line item. The Facilities Department seeks approval of the proposal as submitted.

5a. ***Road Department*** - *Resolution to Authorize Approval of the Preliminary Plan of Bennett Village Condominium Development*

The Ingham County Road Commission approved a preliminary plan for the residential development called Bennett Village Condominiums on March 25, 2004. The development consists of 41 units within two phases of construction. The most recent two-year preliminary plan approval period has expired and the proprietor, Dunn and Balesky Development, LLC, formally requests re-approval for a period of two years. The Road Department is in agreement with the request.

5b. ***Road Department*** - *Resolution to Approve the Special and Routine Permits for the Ingham County Road Department*

The Ingham County Board of Commissioners periodically approves special and routine permits submitted by the Road Department as necessary.

6. ***Economic Development Department*** - *Resolution Setting a Public Hearing for a Brownfield Plan for Dunkin Donuts/Sunoco Development,3440 Okemos Road and 2221 University Park Drive, Alaiedon Township, Michigan*

The Ingham County Brownfield Authority (ICBA) recommended approval of a brownfield plan for the Dunkin Donuts/Sunoco Development located at 3440 Okemos Road and 2221 University Park Drive in Alaiedon Township. This site is the location of a former Mobile gas station and Denny's Restaurant. The Board of Commissioners must also hold a public hearing on the plan prior to its adoption. The Economic Development Department recommends approval of the attached resolution to schedule a public hearing for May 13, 2014 at 6:30 p.m.

7a. ***Controller*** - *Resolution Establishing Priorities to Guide the Development of the 2015 Budget and Activities of County Staff*

This resolution would establish areas of priority to guide fiscal year 2015 activities and budget development. The resolution was developed from recent discussions regarding the status of current areas of priority and departmental perspectives regarding areas of importance for 2015.

The recommended resolution includes proposed changes from the 2014 resolution establishing areas of priority that are indicated through bolded and struck-out language. The adopted resolution will be distributed to departments and offices for their information as they prepare their proposed budgets and activities for 2015, and will be used to guide the development of the Controller/ Administrator's Recommended Budget.

It is necessary for the Board of Commissioners to take action on this item to remain on schedule with the budget calendar authorized by Resolution 14-087.

7b. ***Controller*** - *Discussion Item - Resolution Updating Various Fees for County Services*

The Controller's Office completed an annual review of the County fee schedule and recommends adjustments for consideration by the Board of Commissioners. This information is presented at the current round of committee meetings as a discussion item for input from the Board. A resolution recommending fee adjustments will be presented at the next round of meetings for adoption. A draft version for discussion is included in this packet.

8a. ***Board of Commissioners*** - *Resolution Honoring Zeta Phi Beta Sorority, Incorporated Theta Rho Zeta Chapter*

The proposed resolution offers congratulations to the Zeta Phi Beta Sorority, Inc., Theta Rho Zeta Chapter on the event of their 2014 Finer Womanhood Luncheon.

8b. ***Board of Commissioners*** - *Resolution Honoring Dylan King*

The proposed resolution offers congratulations to Dylan King for earning the rank of Eagle Scout and extends the Board's appreciation to Dylan for serving as a positive role model for the youth of our community.

Agenda Item 2

TO: Barb Byrum, Ingham County Clerk

FROM: Travis Parsons, Human Resources Director
Beth Bliesener, Employment Specialist

DATE: 4/09/2014

RE: Reorganization

Regarding your upcoming reorganization, HR can confirm the following information:

Due to a recent vacancy of position #215004, the County Clerk's office requested to reorganize to meet the demands of the work. Human Resources has evaluated and updated position number 215008, Clerical Services Supervisor – County Clerk and position number 215004, Chief Deputy/Election Coordinator – County Clerk.

After analysis of position number 215008, Clerical Services Supervisor, the classification has increased from a MCF 8 to a MCF 10. The title of the position will be changed to Chief Deputy – County Clerk. The position will be compensated at a salary range of ($58,928 – $70,732).

After analysis of position number 215004, Chief Deputy/Election Coordinator – County Clerk, the classification has decreased from a MCF 10 to a MCF 7. The title of the position will be changed to Election/Clerk Coordinator – County Clerk. The position will be compensated at a salary range of ($45,144 - $54,190).

Please use this memo as acknowledgement of Human Resources' participation and analysis of the proposed re-organization. You are now ready to complete the final steps in the process: contact Budgeting, write a memo of explanation and prepare a resolution.

Agenda Item 2

DRAFT – FOR REVIEW & CONSIDERATION ONLY

Introduced by the County Services and Finance Committees:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE REORGANIZATION WITHIN THE INGHAM COUNTY CLERK'S OFFICE

WHEREAS, the Ingham County Clerk desires to reorganize the management functions within the office to reduce the general fund cost, while continuing to serve the public in an efficient, cost-effective manner; and

WHEREAS, the Clerk desires to reclassify the Clerical Services Supervisor position to a Chief Deputy position # 215008; and

WHEREAS, the Clerk desires to reclassify the Chief Deputy/Elections Coordinator to an Election/Clerk Coordinator #215004; and

WHEREAS, position questionnaires were completed and reviewed by the Human Resources Director; and

WHEREAS, the Human Resources Director is in agreement with the proposed classifications; and

WHEREAS, the long term effect on the position allocation will be to decrease salaries and fringes by $6,101 on an annual basis.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the reorganization of the Ingham County Clerk's Office.

BE IT FURTHER RESOLVED, that the Clerical Services Supervisor (MCF 8) be reclassified to a Chief Deputy (MCF 10) effective immediately.

BE IT FURTHER RESOLVED, that the Chief Deputy/Elections Coordinator (MCF 10) be reclassified to an Elections/Clerk Coordinator (MCF 7) effective immediately.

Position Number	Current Grade	Proposed Grade
215008	MFC 8	MCF 10
215004	MCF 10	MCF 7

Agenda Item 3

M E M O R A N D U M

TO: **LAW & COURTS AND COUNTY SERVICES COMMITTEES**
FROM: **HARRY MOXLEY, INTERIM DEPUTY COURT ADMINISTRATOR/FOC DIRECTOR**
RE: **RESOLUTION TO REORGANIZE THE FRIEND OF THE COURT**
DATE: **APRIL 1, 2014**
CC: **SHAUNA DUNNINGS, CIRCUIT COURT ADMINISTRATOR; JEAN ANN HAMLIN, ICEA LOCAL 30 PRESIDENT; HUMAN RESOURCES DEPARTMENT**

Currently there are three FOC positions assigned to senior enforcement: two are Senior Case Examiners who are each responsible for more complex and/or non-routine enforcement measures on half of the FOC caseload (approximately 25,000 cases in total). Examples of such measures are asset seizure and forfeiture, license suspension, and monitoring cases where the payer of support is in bankruptcy. More importantly, the Senior Case Examiners are responsible for coordinating coverage and backup among the eleven Enforcement Specialist (caseworker) positions, and for conducting pre-hearings on Orders to Show Cause, which is the primary enforcement mechanism used by Friend of the Court if a case is non-compliant. Most Orders to Show Cause are resolved at the pre-hearing level, and pre-hearings for Orders to Show Cause are typically conducted twice a week.

The third senior enforcement position, that of Senior Enforcement Specialist-Medical, is responsible for enforcing medical support and medical insurance provisions of support orders on the entire FOC caseload. While classified at the same level as the two Senior Case Examiners (ICEA Court PRO6), this position was created with a different description than the other two senior enforcement positions in order to obtain eligibility for a State of Michigan medical enforcement grant. This grant ended approximately ten years ago, and since then the Senior Enforcement Specialist-Medical has been funded through the Cooperative Reimbursement Program (CRP), under which the county receives 66% reimbursement from the federal government for child support enforcement positions. All FOC positions, including the two Senior Case Examiners, are eligible for at least partial CRP reimbursement.

Due to staff reduction and reorganization, the number of FOC personnel who conduct pre-hearings on Orders to Show Cause has declined from five (two Enforcement Supervisors and three Senior Case Examiners) to three (one Enforcement Supervisor and two Senior Case Examiners). This reduction has resulted in the number of cases selected for support hearings to decline from approximately 200 per week to approximately 120 per week. Because of this, FOC collections have remained flat for the past five years, and the performance of Ingham FOC relative to the rest of the state has suffered. Each county receives additional funding from the federal government based on five performance incentive factors. Two of the factors, collections on cases currently charging support, and collections on cases with arrears, are directly related to FOC support enforcement efforts. Per the budget office, in 2009 Ingham County received $439,510 in funding for incentive performance factors. As of 2013 this amount had dropped to $392,107, or over a 10% decrease.

At the same time that FOC efforts to enforce non-medical provisions on support orders has lagged, the need for enforcement of medical support provisions has decreased due to the State of Michigan assuming responsibility for the processing of National Medical Support Notices, the primary medical enforcement mechanism, which notifies employers of the necessity to provide medical coverage for dependent parties if available. In addition, the implementation of the Affordable Care Act will make coverage available for a significant portion of the FOC caseload which has previously been uninsured.

In order to better distribute the need for enforcement of medical and non-medical provisions of support orders among existing FOC personnel, we are proposing that the existing job descriptions of Senior Enforcement Specialist-Medical and Senior Case Examiner be consolidated into a revised Senior Case Examiner position. Under this proposal there would be three employees with the revised consolidated Senior Case Examiner job description, and each employee would be responsible for both medical and non-medical enforcement provisions on approximately one-third of the FOC caseload. We believe this will allow for better backup and coverage in the senior enforcement area, and will also allow for additional enforcement on non-medical support provisions of support orders without adding to staff. We have reviewed the revised consolidated description of the Senior Case Examiner position with the Human Resources Department, and have been advised that there would be no change in the current ICEA Court PRO6 classification for the three employees in question (and thus no change in the current cost to the county). We have also reviewed this change with the ICEA Court Professionals union and they have no objection.

Thank you for your consideration. A representative of FOC will be in attendance at the April 17 Law & Courts Committee and April 22 County Services Committee to answer any questions.

Agenda Item 3

TO: Harry Moxley, Interim Deputy Court Administrator/FOC Director

CC: Shauna Dunnings, Circuit Court Administrator
Jean Ann Hamlin, ICEA Local 30 President

FROM: Beth Bliesener, Employment Specialist

DATE: 03/31/2014

RE: Support of Position Conversion

Human Resources has analyzed the current FOC Senior Enforcement Specialist – Medical and FOC Senior Case Examiner job descriptions to be consolidated into one job description. By consolidating the positions, position numbers #142021, #142022 and #142023 current job descriptions would be re-placed with an updated job description titled FOC Senior Case Examiner. The changes made do not change the level of work that is being performed. The consolidated FOC Senior Case Examiner would remain an ICEA Court Professional 6. If any of the above information is incorrect, please let me know. Otherwise, please feel free to use this memo as acknowledgement of Human Resources' participation, and analysis of your proposal.

(Current Job Description Attachment A)
INGHAM COUNTY
JOB DESCRIPTION

SENIOR CASE EXAMINER

General Summary:
Under the supervision of a Casework Supervisor, regularly performs all functions of Enforcement Specialists in enforcing court orders regarding child support, spousal support and child care. Serves as a mentor to Enforcement Specialists including answering questions and providing direction on a case file. Conducts pre-Show Cause conferences to resolve support issues. Reviews and determines the necessity of preparing orders for driver's or professional license suspension or submission of cases for felony bench warrants.

Essential Functions:
1. Oversees the training and development and acts as a team leader for Enforcement Specialists. Provides assistance and instruction with the more difficult cases or problems that arise.

2. Conducts pre-show Cause conferences with payers who are delinquent in payments on child support, spousal support or arrears due the State.

3. Reviews completed affidavits and interprets to the payer their obligation under the court order. Verifies information provided and formulates proposed resolutions to remedy delinquent payments. Considers remedies such as wage garnishment order, lump sum payment, and other alternatives. Adjourns or dismisses hearings based on appropriate circumstances.

4. Structures agreements between the parties as possible and submits signed agreements to the Judge for signature.

5. Follows up on all cases scheduled for Show Cause hearings, Bench Warrant hearings and Referee hearings. Sends out wage assignment orders, processes bench warrants, sends out dismissal notices and refers files to FOC attorneys for legal actions.

6. Reviews files to determine whether a license (drivers, sports or professional) should be suspended and completes necessary documentation.

7. Reviews files to determine whether delinquent or arrearage cases should be referred to the Prosecutor for issuance of a felony bench warrant and prepares in-depth documentation for use in prosecution.

8. Consults with staff attorneys regarding legal issues and interpretation of court orders.

9. Testifies in court on matters relating to payment history, past enforcement efforts or other issues relating to a case.

10. Initiates contacts with local, county, state and federal offices regarding matters relating to delinquent support cases. Gathers and verifies information.

11. Provides information and assistance to clients and their family members and attorneys. Clarifies and explains office policy and procedure and provides counsel as appropriate.

12. Participates with formulating policy and procedure changes to enhance enforcement efforts.

13. Performs all of the essential job functions as listed for the Enforcement Specialist.

Other Functions:
None listed.

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

Employment Qualifications:

Education: Two or more years of college level coursework in the human services, business, legal studies or related areas. Bachelor's Degree preferred.

Experience: Two to three years of experience in a capacity providing familiarity with family law and the legal system, accounting, domestic relations or a closely related area.

Other Requirements:

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

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

Ability to access department files.
Ability to enter and retrieve information from computer systems.
Ability to lift and carry folders and files.
Ability to access all areas of the office and the court.

Working Conditions:

Works in an office setting.
Exposure to clients in various emotional states who may be verbally abusive or hostile.

(Current Job Description Attachment B)

INGHAM COUNTY
JOB DESCRIPTION

SENIOR ENFORCEMENT SPECIALIST-MEDICAL

General Summary:
Under the supervision of a Casework Supervisor, enforces circuit court orders regarding medical coverage and reimbursement of uninsured medical expenses. Identifies cases requiring medical support enforcement and initiates appropriate actions. Contacts clients, attorneys, employers and insurance carriers to obtain coverage information. Maintains required records, reports and other activity documentation.

Essential Functions:
1. Participates in the development and oversight of the Medical Child Support Enforcement Program, a joint federal, state and local partnership.
2. Interprets, investigates, and enforces circuit court orders regarding medical coverage and reimbursement of uninsured medical expenses. Seeks modification of order to include medical support for minor children as appropriate.
3. Identifies cases requiring medical support enforcement modifications, and determines what enforcement action is needed, and initiates such action.
4. Interprets insurance medical billing codes and processes Demands for Medical Reimbursement claims for reimbursement of billed expenses. Ensures that medical services in question are appropriate for enforcement.
5. Monitors cases for compliance to court orders on medical related matters. Prepares Demand Forms for parties with a summary of relevant information. Schedules referee hearings for non-payment of medical expenses, or show cause hearings for failure to provide medical insurance coverage or to pay portions of uninsured medical expenses.
6. Conducts conferences with clients and their attorneys. Negotiates resolutions to disputes by developing alternatives such as payment plans.
7. Initiates contact with clients, employers or insurance carriers, including out-of-state contacts, to obtain insurance coverage and policy information. Serves notices on employers and insurance carriers of the court requirements to enroll dependants in medical and health insurance coverage.
8. Processes bench warrants for failure to appear in court.
9. Provides information and assistance to clients, attorneys, insurance carriers and service providers. Clarifies and explains office policy and procedure and provides assistance and counsel in other Friend of the Court matters as requested.
10. Prepares a variety of monthly status and activity reports on the enforcement of medical insurance and reimbursement efforts. Maintains records, composes and types correspondence, and prepares legal documents.
11. Provides assistance to other office enforcement staff as necessary. Participates as requested in formulating policy and procedure changes to enhance enforcement activities.

Other Functions:
None listed.

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

Employment Qualifications:

Education: High School graduation or equivalent with a minimum of two years of college level coursework in human services, business, medical, legal studies or a related area.

Experience: Two or more years experience in a capacity providing familiarity with family law and the legal system, domestic relations, medical billings systems or closely related work experiences.

Other Requirements:

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

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

Ability to access departmental files.
Ability to enter and retrieve information from computer systems.
Ability to lift and carry folders and files.
Ability to access all areas of the office and the court.

Working Conditions:

Works in an office setting.
Exposure to clients in various emotional states who may be verbally abusive or hostile.

(New proposed description combined with Senior Enforcement Specialist-Medical Attachment C)

INGHAM COUNTY
JOB DESCRIPTION

SENIOR CASE EXAMINER

General Summary:

Under the supervision of a Casework Supervisor, regularly performs all functions of Enforcement Specialists in enforcing court orders regarding child support, spousal support, child care and medical support provisions. Identifies cases requiring medical support enforcement and initiates appropriate actions. Conducts pre-Show Cause conferences to resolve all support issues. Serves as a mentor to Enforcement Specialists including answering questions and providing direction on a case file. Reviews and determines the necessity of preparing orders or implementing complex or non-routine enforcement measures including but not limited to license suspension, felony bench warrants and passport denial.

1. Oversees the training and development and acts as a team leader for Enforcement Specialists. Provides assistance and instruction with the more difficult cases or problems that arise. Oversees medical support enforcement provisions of court orders.
2. Conducts pre-show cause conferences with payers who are delinquent in payments on child support, spousal support, child care, arrears due the state or medical support.
3. Reviews completed affidavits and interprets to the payer their obligation under the court order, including medical support provisions. Verifies information provided and formulates proposed resolutions to remedy delinquent payments or lack of medical coverage for minor children. Considers remedies such as wage garnishment, lump sum payment, and other alternatives. Adjourns or dismisses hearings based on appropriate circumstances.
4. Interprets, investigates, and enforces Circuit Court Orders regarding medical coverage and reimbursement of uninsured medical expenses. Identifies cases requiring medical support enforcement modifications, and seeks modifications of Orders to include medical support for minor children as appropriate.
5. Processes National Medical Support Notices and Demands for Medical Reimbursement. Ensures that medical services in question are eligible for enforcement action.
6. Facilitates agreements between the parties when possible and submits signed agreements to the Judge for signature regarding child support, child care, spousal support and medical support.
7. Follows up on all cases for Show Cause hearings (including Medical Show Cause hearings), Bench Warrant hearings and Referee hearings. Refers files to Assistant FOC/Legal for legal actions.
8. Reviews and determines the necessity of preparing orders or implementing complex or non-routine enforcement measures including but not limited to license suspension, felony bench warrants and passport denial. Monitors cases with active bankruptcy proceedings against payors of support.
9. Consults with Assistant FOC/Legal regarding legal issues and interpretation of Court Orders.
10. Testifies in Court on matters relating to payment history, past enforcement efforts including medical enforcement, or other issues relating to a case.
11. Initiates contact with clients, employers or insurance carriers to obtain medical insurance coverage and policy information. Initiates contacts with local, county, state and federal offices regarding matters relating to delinquent support cases.
12. Provides information and assistance to insurance carriers, medical service providers, clients and their attorneys regarding FOC office policies and procedures. Conducts conferences with clients and their attorneys.
13. Participates with formulating policy and procedure changes to enhance enforcement efforts, including medical enforcement.
14. Maintains enforcement statistical information necessary to comply with local, state and federal reporting, including the SCAO 41 report.
15. Performs all of the essential job functions as listed for the Enforcement Specialist in a backup capacity.

Other Functions:
None listed.

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

Employment Qualifications:
Education: High School graduate or equivalent with a minimum of two years of college level coursework in human services, business, medical, legal studies or a related area. Bachelors degree preferred.

Experience: Two or more years experience in a capacity providing familiarity with family law and the legal system, domestic relations, or a closely related area.

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

Physical Requirements: *This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the following requirements. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one more of these requirements:*

Ability to access departmental files.
Ability to enter and retrieve information from computer systems.
Ability to lift and carry folders and files.
Ability to access all areas of the office and the court.

Working Conditions:
Works in an office setting.
Exposure to clients in various emotional states who may be verbally abusive or hostile.

Agenda Item 3

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A REORGANIZATION IN THE FRIEND OF THE COURT

WHEREAS, the position of FOC Senior Enforcement Specialist-Medical (ICEA Court PRO6) was created to obtain eligibility for a State of Michigan medical enforcement grant which has since been eliminated; and

WHEREAS, the implementation of the Affordable Care Act will reduce the need for the Senior Enforcement Specialist-Medical to enforce the dependent medical insurance provisions and medical support provisions of child support orders; and

WHEREAS, the position of FOC Senior Case Examiner (ICEA Court PRO6) was created to enforce the non-medical support provisions of child support orders; and

WHEREAS, the Friend of the Court enforcement division has eliminated three positions in five years due to staff reduction and reorganization; and

WHEREAS, this reduction has adversely impacted the ability of the Friend of the Court to enforce the non-medical support provisions of child support orders; and

WHEREAS, a consolidation of the current descriptions of the positions of FOC Senior Enforcement Specialist-Medical and FOC Senior Case Examiner will improve the ability of the Friend of the Court to enforce the non-medical support provisions of child support orders; and

WHEREAS, the Human Resources Department has reviewed the revised consolidated job description for the position of FOC Senior Case Examiner and determined that the new classification and pay grade of the revised consolidated job description would remain ICEA Court PRO6; and

WHEREAS, the ICEA Court Professionals union has reviewed the revised consolidated job description for the position of FOC Senior Case Examiner and has no objection.

THEREFORE BE IT RESOLVED, that the current positions of FOC Senior Enforcement Specialist-Medical and FOC Senior Case Examiner be eliminated and replaced with the revised consolidated FOC Senior Case Examiner position.

BE IT FURTHER RESOLVED, that the three employees who currently hold the positions of FOC Senior Enforcement Specialist-Medical and FOC Senior Case Examiner will assume the revised consolidated position of FOC Senior Case Examiner at their same step as of July 1, 2014.

BE IT FURTHER RESOLVED, that the Controller is authorized to make the necessary adjustments to the Friend of the Court Position Allocation List in accordance with this resolution.

Agenda Item 4a

MEMORANDUM

TO: County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: April 9, 2014

SUBJECT: Replacement of Heat Exchanger Coil at the Ingham County Jail

This memo is to inform you of an emergency purchase that was made prior to receiving approval from the County Services and Finance Committees.

On February 27, 2014, the heat exchanger coil at the Ingham County Jail completely failed and was in need of immediate replacement to avoid the loss of heat in the Jail. A purchase order has been issued to Myers Plumbing & Heating for a total cost of $21,168.98.

Funds for this purchase are available in Line Item 245-31199-931000-4FC24 for Jail Heating Repair.

Both the Controller and Facility Director approved this purchase.

Agenda Item 4b

MEMORANDUM

TO: County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: April 10, 2014

SUBJECT: **RESOLUTION ENTERING INTO A CONTRACT WITH JH CONSTRUCTION, INC. FOR THE REMOVAL AND REPLACEMENT OF THE WALKWAY AT THE POTTER PARK ZOO BIRD HOUSE**

The resolution before you authorizes awarding a contract to JH Construction, Inc. to remove and replace the walkway at the Potter Park Zoo Bird House for a cost not to exceed $5,910.00.

The walkway has deteriorated over time, it is beyond repair, and in need of replacement to ensure the safety of guests and employees of the zoo.

JH Construction, Inc., a local company who submitted the lowest quote, has the recommendation of both the Purchasing and Facilities Departments.

Funding for the project is available within the approved CIP Line Item #258-69900-977000-1403Z which has a balance of $6,000.00 for bird house concrete.

I recommend approval of this resolution.

Agenda Item 4b

MEMORANDUM

TO: County Service and Finance Committees

FROM: Jim Hudgins, Purchasing Director

DATE: April 10, 2014

SUBJECT: Bid Summary for Concrete Repair

Project Description:
Bids were sought for concrete sidewalk repair at the Potter Park Zoo Bird House.

Bid Summary:
Vendors contacted: 3 Local: 2
Vendors responding: 3 Local: 2

Company Name	Cost	Local
JH Construction Inc., 1167 S. Aurelius Rd, Mason MI 48854	$5,910.00	Yes, Mason
Able Concrete Inc, 1305 S. Cedar St, Lansing MI 48910	$6,930.00	Yes, Lansing
Hanneman & Fineis	$8,430.00	No, Dewitt

Recommendation:
It is recommended that a purchase order be issued to the low bidder, JH Construction Inc., a local vendor, in an amount not to exceed $5,910.00. JH is licensed and insured and has previous experience working with the County.

Agenda Item 4b

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION ENTERING INTO A CONTRACT WITH JH CONSTRUCTION, INC.
FOR THE REMOVAL AND REPLACEMENT OF THE WALKWAY
AT THE POTTER PARK ZOO BIRD HOUSE**

WHEREAS, the walkway has deteriorated over time, is beyond repair, and in need of replacement to ensure the safety of guests and employees of the zoo; and

WHEREAS, it is the recommendation of both the Purchasing and Facilities Departments to award a contract to JH Construction, Inc., a local vendor who submitted the lowest quote for the removal and replacement of the walkway at the Potter Park Zoo Bird House, for a not to exceed cost of $5,910.00; and

WHEREAS, funding for this project is available within the approved CIP Line Item #258-69900-977000-1403Z, which has a balance of $6,000.000, for bird house concrete.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes entering into a contract with JH Construction, Inc., 1167 South Aurelius Road, Mason, Michigan, for the removal and replacement of the walkway at the Potter Park Zoo Bird House for a not to exceed cost of $5,910.00.

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

Agenda Item 5a

MEMORANDUM

To: County Services Committee

From: Robert Peterson, Director of Engineering
Road Department

Date: April 7, 2014

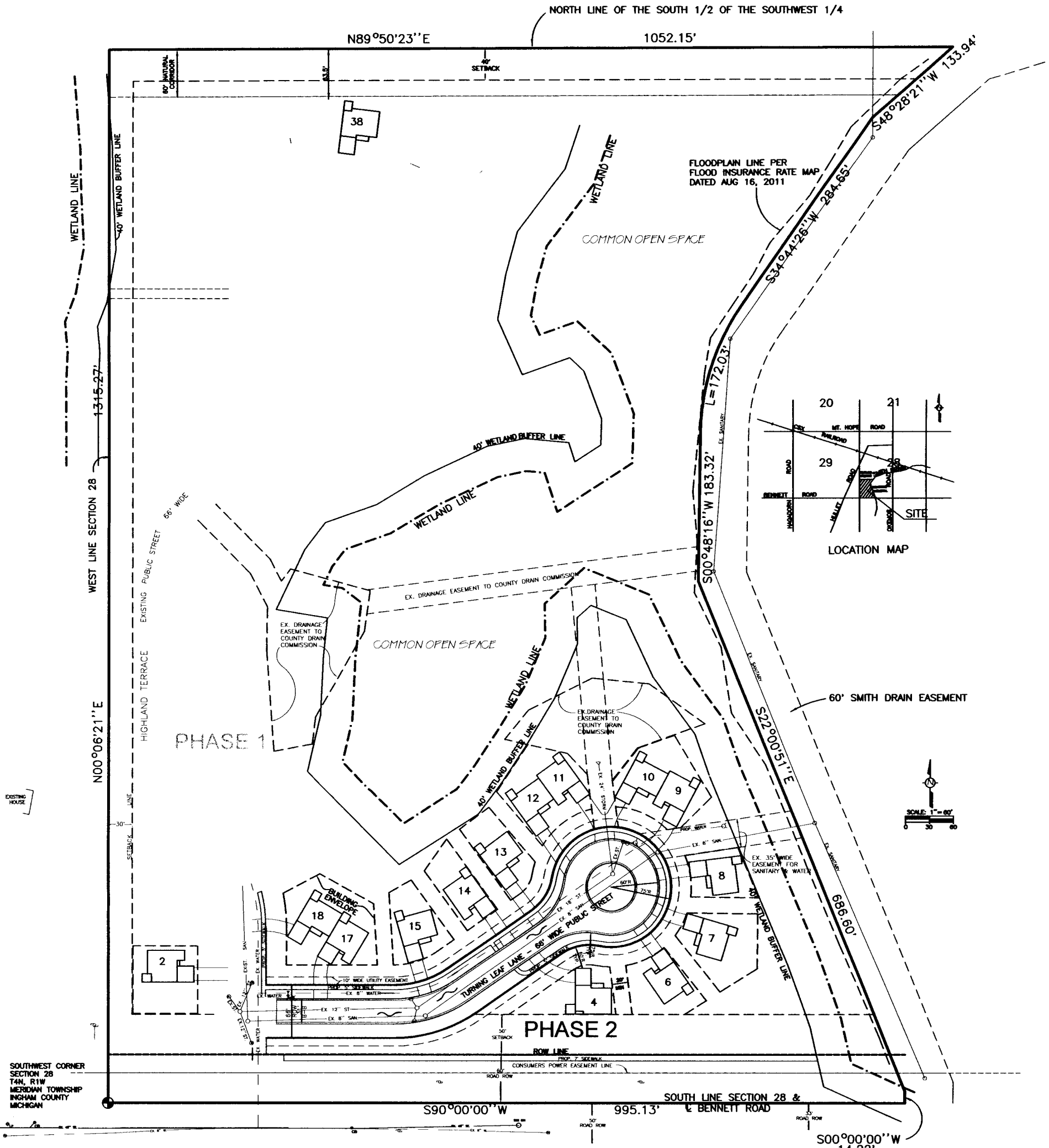
Subject: Bennett Village Condominiums Preliminary Plan Re-Approval

Background: Much of the process by which a condominium development is developed follows state statute. The process essentially starts with development of a Preliminary Plan of the development that shows the overall configuration, how it fits into the lands that surround it, public utilities serving the lots, and the phases of construction planned to complete its development. Once a Preliminary Plan is approved by the stakeholders (Township, Road Department, Drain Commissioner, etc.), construction plans can be developed, which are also approved by the stakeholders. Once the construction plans are approved, construction can begin. After construction is completed, an acceptance process is normally initiated to make the roads, drains, and utilities public.

The Bennett Village Condominium development is a 41 unit single-family development located on 25.57 acres, north of Bennett Road and east of Hulett Road. The development is part of the Southwest ¼ of the Southwest ¼ of Section 28, Meridian Township, Ingham County, Michigan. The development has followed the process described above for the first of its two phases illustrated on the previously approved Preliminary Plan. Phase 1 (Highland Terrace) was built in 2004 and consists of 27 units.

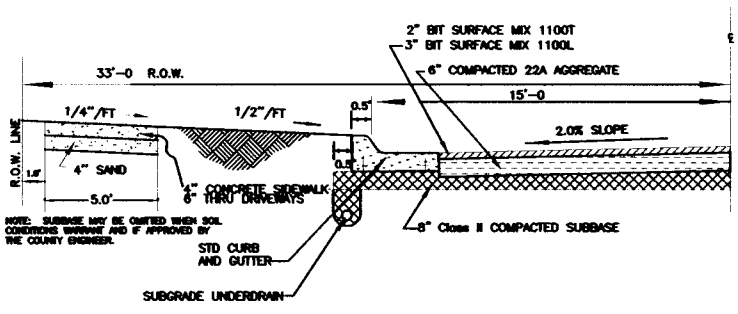
The reason for this memo is to allow for the development of the remaining phase of the development via re-approval of the Preliminary Plan. The two-year Preliminary Plan approval period, dictated by state statute, has expired and the proprietor, Dunn & Balesky Development, LLC, is requesting re-approval. The Board of Ingham County Road Commissioners originally granted approval of the Bennett Village Condominium development, Preliminary Plan on March 25, 2004. The proprietor stated that the development was stopped due to “concerns over the deteriorating housing market and economic outlook”.

RECOMMENDATION:
Dunn & Balesky Development, LLC is asking for re-approval of the Bennett Village Condominium development, Preliminary Plan. Approval of the attached resolution is recommended by staff.

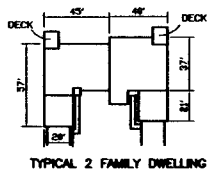


NOTE:
ALL SANITARY SEWER & LEADS IN TURNING LEAF LANE WERE PREVIOUSLY INSTALLED.
ALL STORM IN TURNING LEAF LANE WAS PREVIOUSLY INSTALLED.
ALL WATERMAIN AND LEADS IN TURNING LEAF LANE WERE PREVIOUSLY INSTALLED.

LEGAL DESCRIPTION –
A parcel of land in the Southwest 1/4 of the Southwest 1/4 of Section 28, T4N, R1W, Meridian Township, Ingham County, Michigan; the surveyed boundary of said parcel being described as commencing at the Southwest Corner of Section 28, T4N, R1W, Michigan Meridian; thence N 00°06'21" E, along the West Section line, 1315.27 feet; thence N 89°50'23" E, along the North line of the South 1/2 of the Southwest 1/4 1052.15 feet; thence along West line of the Smith drain the following 6 courses: S 48°28'21" W, 133.94 feet; S 34°44'26" W, 284.65 feet; thence 172.03 feet along a curve to the left, said curve having a central bearing of 33°56'10", a radius of 290.46 feet and a chord of 169.53 feet bearing S 17°46'23" W; thence S 00°48'16" W, 183.32 feet; thence S 22°00'51" E, 686.60 feet; thence S 00°00'00" E, 14.22 feet; thence N 90°00'00" W, along the South Section line 995.13 feet to the point of beginning; said parcel contains 25.57 acres.



ROADWAY HALF–ROAD SECTION



TYPICAL 2 FAMILY DWELLING

SITE PLAN FOR PHASE 2 OF BENNETT VILLAGE CONDOMINIUMS

Owner/Devloper: Dunn & Balesky Development, LLC
1502 South Shore Drive
E. Lansing, MI 48823
517–749–2810

805 N CEDAR ROAD
MASON, MICHIGAN 48854
517–676–6565

SW 1/4 Section 28, T4N, R1W
Meridian Twp., Ingham Co., Michigan
Job No. 33–628
Plan Date: March 25, 2014

SHEET 1 OF 1

STATE OF MICHIGAN
RONALD L.
ENGINEER

4-1-14

Agenda Item 5a

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE APPROVAL OF THE PRELIMINARY PLAN OF BENNETT VILLAGE CONDOMINIUM DEVELOPMENT

WHEREAS, on March 25, 2004 the former Road Commission, now Ingham County Board of Commissioners approved the Preliminary Plan for the residential development called Bennett Village Condominiums, which consists of 41 units within two (2) phases of construction; and

WHEREAS, Preliminary Plan approvals are only valid for a two year period, per state statute; and

WHEREAS, the most recent two-year Preliminary Plan approval period has expired and the proprietor, Dunn & Balesky Development, LLC, is requesting re-approval.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners re-approves the Bennett Village Condominiums Preliminary Plan for a period of two years, in accordance with state statute.

Agenda Item 5b

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE SPECIAL AND ROUTINE PERMITS FOR THE INGHAM COUNTY ROAD DEPARTMENT

WHEREAS, as of July 23, 2013, the Ingham County Department of Transportation and Roads became the Ingham County Road Department per Resolution #13-289; and

WHEREAS, the Ingham County Road Commission periodically approved Special and Routine permits as part of the their roles and responsibilities; and

WHEREAS, this is now the responsibility of the Board of Commissioners to approve these permits as necessary.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the attached list of Special and Routine Permits dated April 10, 2014 as submitted.

INGHAM COUNTY ROAD DEPARTMENT

DATE: April 10, 2014

LIST OF CURRENT PERMITS ISSUED

R/W PERMIT#	R/W APPLICANT /CONTRACTOR	R/W WORK	R/W LOCATION	R/W CITY/TWP.	R/W SECTION
2014-113	CONSUMERS ENERGY	GAS	DEAN AVE & AUBURN AVE	DELHI	15
2014-115	SPARTAN.NET	CABLE / UG	EYDE PKWY & ESOTERIC WAY	MERIDIAN	19
2014-116	AT & T	CABLE / UG	ALAIEDON PKWY & DOBIE RD	MERIDIAN	33
2014-117	ZAYO GROUP, LLC	CABLE / UG	AURELIUS RD BET WESWILMAR DR & DECAMP AVE	DELHI	15, 16, 22, 23
2014-118	CEDAR VIEW PROFESSIONAL PARK	LAND DIVISION	HOGSBACK RD BET COLLEGE RD & HOWELL RD	ALAIEDON	31
2014-119	CHATTAWAY EXCAVATING	BORE	NOBLE RD BET HASKILL RD & DIETZ RD	LEROY	9 & 16
2014-120	AT & T	CABLE / UG	DUNCKEL RD & LEGACY PKWY	DELHI	2
2014-121	CONSUMERS ENERGY	GAS	SHERWOOD RD BET MERIDIAN RD & BRANCH RD	WILLIAMSTOWN	29

Agenda Item 6

TO: Ingham County Board of Commissioners County Services Committee

FROM: Sandra Gower, Economic Development Coordinator

SUBJECT: Schedule Public Hearing for Brownfield Plan for Dunkin Donuts/Sunoco Development, Alaiedon Township

DATE: April 10, 2014

At its March 14th meeting the Ingham County Brownfield Authority (ICBRA) recommended approval of a Brownfield Plan for the Dunkin Donuts/Sunoco Development located at 3440 Okemos Road and 2221 University Park Drive in Alaiedon Township. This site is the location of a former Mobile gas station and Denny's Restaurant. The developer is Dadco Properties, LLC.

Alaiedon Township will hold a public hearing on the plan on April 14, 2014 with approval of the plan anticipated for that evening.

The Board of Commissioners must also hold a public hearing on the plan before the plan can be adopted. The resolution attached for your consideration is to schedule the public hearing for May 13, 2014 at 6:30 PM and to provide notice of the hearing as prescribed in PA 381 of 1996 as amended.

Agenda Item 6

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION SETTING A PUBLIC HEARING FOR A BROWNFIELD PLAN FOR DUNKIN DONUTS/SUNOCO DEVELOPMENT 3440 OKEMOS ROAD AND 2221 UNIVERSITY PARK DRIVE ALAIEDON TOWNSHIP, MICHIGAN

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

WHEREAS, the ICBRA recommends approval a Brownfield Plan to redevelop deteriorating, contaminated properties in Alaiedon Township, Michigan identified with tax ID Numbers 33-06-06-04-202-011 and 33-06-06-04-202-012 (the "Property") containing 2.54 acres into a new gas station with an associated convenience store with two tenant spaces currently anticipated for Dunkin Donuts and Jimmy Johns which will increase the Township's tax base while creating new jobs; and

WHEREAS, the description of the Property along with any maps and Brownfield (finance) Plan are available for public inspection at the office of the ICBRA, Hilliard Building 121 E Maple Street, Room 104, Mason, Michigan 48854; and

WHEREAS, pursuant to the Act, the Board of Commissioners is required to hold a public hearing on the approval and adoption of the Brownfield Plan and to publish that notice in accordance with the Act.

THEREFORE BE IT RESOLVED, a public hearing shall be set for May 13, 2014 at 6:30 PM in the Board of Commissioners' Room, Ingham County Courthouse, Mason, Michigan to hear any interested persons on the adoption of a resolution approving the Brownfield Plan called Dunkin Donuts/Sunoco Development for redevelopment of property in Alaiedon Township.

BE IT FURTHER RESOLVED, that pursuant to the Act, notice of the public hearing shall be provided to taxing jurisdictions that levy taxes subject to capture under the Act and shall give notice to the public by causing notice to be published in a newspaper of general circulation in the County before the date set for the public hearing.

Agenda Item 7a

MEMORANDUM

TO: Board of Commissioners

FROM: Jared Cypher, Deputy Controller

RE: Priorities Guiding 2015 Activities and Budget

DATE: April 10, 2014

Attached for your consideration is a proposed resolution establishing areas of priority to guide the 2015 activities and budget development. The resolution has been developed from recent discussions regarding the status of current areas of priority and departmental perspectives regarding areas of importance for 2015.

There are two resolutions included in your agenda packet. One that includes proposed changes from the 2014 resolution establishing areas of priority that are indicated through bolded and struck-out language. The other is a clean version. There are significant changes from last year's resolution.

Changes include:

- There are now only 5 long-term objectives. All of the old long-term objectives seem to fit within one of the 5 new ones. The new objectives were written to be more outcome based.
- Words such as enhancing, maintaining, supporting, etc. have all been removed from the long term objectives. Those words obligate the County to a specific course of action and as times change, the words must be changed to reflect what is happening.
- There are fewer specific priorities listed for 2015, to keep more focus on what is important and to make things simpler.

As Ingham County moves toward a more outcome based approach to strategic planning, this provides an opportunity for a multitude of measurable tasks developed at the department level, but is not overwhelming in presentation. Second, in measuring tasks, we can relate to three primary questions of performance measure as cited in Chapter 4, Performance Accountability: *How much did we do? How well did we do it? Is anyone better off?* of Mark Friedman's book "Trying Hard Is Not Good Enough."

The adopted resolution will be distributed to departments and offices for their information as they prepare their proposed budgets and activities for 2015, and will be used to guide the development of the Controller/Administrator's Recommended Budget. Thank you for your consideration of these priorities as we begin to develop the budget for 2015. Please contact me if you have any questions.

Agenda Item 7a

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION ESTABLISHING PRIORITIES TO GUIDE THE DEVELOPMENT OF THE ~~2014~~ 2015 BUDGET AND ACTIVITIES OF COUNTY STAFF

~~RESOLUTION # 13 - 186~~

WHEREAS, Ingham County government is committed to assuring the provision of services most important to its citizens; and

WHEREAS, Ingham County services are focused on these long-term objectives:

~~*Enhancing access to county records~~
~~*Providing a quality transportation system network including roads~~
~~*Providing a suitable and ecologically sensitive drainage system~~
~~*Providing recreational opportunities~~
~~*Fostering economic well being~~
~~*Promoting environmental protection, smart growth and conservation~~
~~*Preventing and controlling disease~~
~~*Promoting accessible health care~~
~~*Assisting in meeting basic needs~~
~~*Fostering youth development~~
~~*Supporting public safety~~
~~*Assuring judicial processing~~
~~*Providing appropriate evidence based sanctions for adult offenders~~
~~*Providing appropriate evidence based treatment and sanctions for at-risk juveniles; and~~

- **A healthy and active population with access to food and other basic needs, health care, and recreational opportunities**
- **A safe place to work, live, visit, and raise a family**
- **Attract and retain an educated and participating citizenry by providing a high quality of life**
- **Protection of the environment and a thriving economy**
- **Innovative use of technology**

~~WHEREAS, these services are to be delivered in a manner which emphasizes:~~

~~* An educated and participating citizenry~~
~~* An ongoing capacity for intergovernmental collaboration~~
~~* A quality workforce~~
~~* Cost-effective delivery of county services~~
~~* Maximum use of technology~~
~~* A commitment to fairness, opportunity and eliminating inequalities; and~~

~~WHEREAS, the Board of Commissioners has identified significant revenue shortfalls including falling property tax assessments, state cuts to revenue sharing, and potential elimination of portions of the personal property tax for 2014; and~~

~~WHEREAS, the Controller/Administrator is projecting approximately a $3 million budget shortfall for 2014; and~~

WHEREAS, the Board of Commissioners has identified priorities to guide the development of the ~~2014~~ **2015** Budget and activities of county staff.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopts the following priority areas to be utilized by the Controller/Administrator's Office and the county offices, departments, agencies, and courts in developing proposed activities and budgets for ~~2014~~ **2015**:

1. Current year expenditures should be supported by current year revenues. The Controller/Administrator will develop a multi-year budget projection and a long-range plan to finance the County's legacy costs. These projections will be used to guide the Board's decision as to the appropriate use of the County's reserves in the development of the ~~2014~~ **2015** Budget.

2. To the extent necessary and appropriate, mandated services currently provided by county government in support of all its long-term objectives should be continued in ~~2014~~ **2015**, with ongoing evaluation to identify possible overlap and duplication of services and to identify more efficient uses of county funds.

~~3. The Board of Commissioners will be forced to reduce or eliminate service levels primarily in areas of discretionary services, while recognizing that all mandated services will also be considered for budget reductions to the extent possible and necessary in this unprecedented time.~~

4. The Board of Commissioners expects all department offices and courts to consider these priorities in the development of their budgets and activities for ~~2014~~ **2015**.

5. Priority consideration should be given to all of the following long-term objectives:

a**.** ~~Promoting Accessible Health Care~~ **A healthy and active population with access to food and other basic needs, health care, and recreational opportunities**

1. Continue to maintain and expand access to health care for the uninsured and under-insured through the Ingham Health Plan, the Federally Qualified Health Clinics, and other county operated programs and clinics. Maximize implementation of the 2010 Patient Protection and Affordable Care Act and maximize implementation of the Affordable Care Act and the Ingham County Health Care Millage to benefit the County and enhance the delivery of public health services in Ingham County.

2. Maximize ability to draw down federal funds for health care.

3. Evaluate the Health Department budget to determine the appropriate amount of support that is necessary from the County General Fund in order to continue operations at an acceptable level.

4. ~~Develop a~~ **Implement the** long range plan for the operation and location of the Community Health Centers.

~~b. Fostering Economic Well Being~~
~~Explore utilizing the County's authority under Public Act 88 of 1913 to provide for the creation of a fund to be used for economic development in Ingham County.~~

c. ~~An Ongoing Capacity for Intergovernmental Collaboration/Cost Effective Delivery of County Services~~
The Ingham County Board of Commissioners will explore efficiencies through regional cooperation, emphasizing consolidation and service sharing, accountability and transparency, and controlling costs.

d. ~~Providing Appropriate Sanctions for Adult Offenders~~ **A safe place to work, live, visit, and raise a family**
Encourage the use of appropriate sanctions for adults in order to foster appropriate behavior, reduce criminal recidivism, and effectively manage corrections resources, including the jail population. These resources will be effectively managed by supporting strategies recommended by the Jail Utilization Coordinating Committee, Community Corrections Advisory Board, and other community partners. In addition the County will increase the use of GPS/tethering equipment, maintain and use a data tracking system that focuses on system volume and trends. Support appropriate use of probation residential services, facilitate screening and treatment of substance abuse, and/or mental disorders, and continue Pre-Trial Services. This enhancement is designed to facilitate the identification of appropriate populations for bond recommendations, risk/needs assessments, recommended conditions of release, supervision of felony defendants released on conditional bonds, and initiation of court action for violation of bond conditions.

e. ~~Provide Appropriate Treatment and Sanctions for at Risk Juveniles~~ **A safe place to work, live, visit, and raise a family**
Continue to maximize use of Juvenile Justice Millage funds to implement the Chinn Study so as to provide the most appropriate community based programming for juvenile offenders and juveniles at risk of adjudication. Implement an independent assessment of the success of the Ingham County Juvenile Justice Programs every 3 years beginning in 2014. Explore the cost benefits of providing a male group home.

f. ~~Supporting Recreational Opportunities~~ **A healthy and active population with access to food and other basic needs, health care, and recreational opportunities**
Provide recreational opportunities throughout Ingham County to the extent possible, guided by the County Parks Master Plan and the Potter Park Master Plan.

~~BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners supports the efforts to prevent environmental hazards to human health.~~

~~BE IT FURTHER RESOLVED, that efforts to expand and increase the use of technology countywide will continue to the extent that efficiencies are created and/or funding is available.~~

~~BE IT FURTHER RESOLVED, that the Ingham Board of Commissioners will explore efficiencies regarding the provision of employee and retiree health care benefits.~~

~~BE IT FURTHER RESOLVED, Ingham County will evaluate the budgetary effect of the potential phase out of the personal property tax~~.

~~BE IT FURTHER RESOLVED, that Ingham County will develop a plan to increase road maintenance services if an increase in operating revenue from the Michigan Transportation Fund is approved~~.

~~BE IT FURTHER RESOLVED, as part of other routine and long-range planning processes transportation alternatives (such as mass transit and non-motorized) will be given consideration when allowable.~~

~~BE IT FURTHER RESOLVED, that Ingham County will evaluate the budgetary and overall impact of the indigent defense system pending potential State legislation.~~

~~BE IT FURTHER RESOLVED, that County staff will continue to explore options for reforms and consolidations leading to savings (short-term or long-term) and present these to Commissioners for consideration.~~

Agenda Item 7a

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION ESTABLISHING PRIORITIES TO GUIDE THE DEVELOPMENT OF THE 2015 BUDGET AND ACTIVITIES OF COUNTY STAFF

WHEREAS, Ingham County government is committed to assuring the provision of services most important to its citizens; and

WHEREAS, Ingham County services are focused on these long-term objectives:

- A healthy and active population with access to food and other basic needs, health care, and recreational opportunities
- A safe place to work, live, visit, and raise a family
- Attract and retain an educated and participating citizenry by providing a high quality of life
- Protection of the environment and a thriving economy
- Innovative service delivery and use of technology; and

WHEREAS, the Board of Commissioners has identified priorities to guide the development of the 2015 Budget and activities of county staff.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopts the following priority areas to be utilized by the Controller/Administrator's Office and the county offices, departments, agencies, and courts in developing proposed activities and budgets for 2015:

1. Current year expenditures should be supported by current year revenues. The Controller/Administrator will develop a multi-year budget projection and a long-range plan to finance the County's legacy costs. These projections will be used to guide the Board's decision as to the appropriate use of the County's reserves in the development of the 2015 Budget.

2. To the extent necessary and appropriate, mandated services currently provided by county government in support of all its long-term objectives should be continued in 2015, with ongoing evaluation to identify possible overlap and duplication of services and to identify more efficient uses of county funds.

4. The Board of Commissioners expects all department offices and courts to consider these priorities in the development of their budgets and activities for 2015.

5. Priority consideration should be given to all of the following long-term objectives:

    a. <u>A healthy and active population with access to food and other basic needs, health care, and recreational opportunities</u>

        1. Continue to maintain and expand access to health care for the uninsured and under-insured through the Ingham Health Plan, the Federally Qualified Health Clinics, and other county operated programs and clinics. Maximize implementation of the 2010 Patient Protection and Affordable Care Act and maximize implementation of the Affordable Care Act and the Ingham County Health Care Millage to benefit the County and enhance the delivery of public health services in Ingham County.

2. Maximize ability to draw down federal funds for health care.

3. Evaluate the Health Department budget to determine the appropriate amount of support that is necessary from the County General Fund in order to continue operations at an acceptable level.

4. Implement the long range plan for the operation and location of the Community Health Centers.

5. Provide recreational opportunities throughout Ingham County to the extent possible, guided by the County Parks Master Plan and the Potter Park Master Plan.

b. Innovative service delivery and use of technology

1. The Ingham County Board of Commissioners will explore efficiencies through regional cooperation, emphasizing consolidation and service sharing, accountability and transparency, and controlling costs.

c. A safe place to work, live, visit, and raise a family

1. Encourage the use of appropriate sanctions for adults in order to foster appropriate behavior, reduce criminal recidivism, and effectively manage corrections resources, including the jail population. These resources will be effectively managed by supporting strategies recommended by the Jail Utilization Coordinating Committee, Community Corrections Advisory Board, and other community partners. In addition the County will increase the use of GPS/tethering equipment, maintain and use a data tracking system that focuses on system volume and trends. Support appropriate use of probation residential services, facilitate screening and treatment of substance abuse, and/or mental disorders, and continue Pre-Trial Services. This enhancement is designed to facilitate the identification of appropriate populations for bond recommendations, risk/needs assessments, recommended conditions of release, supervision of felony defendants released on conditional bonds, and initiation of court action for violation of bond conditions.

2. Continue to maximize use of Juvenile Justice Millage funds to implement the Chinn Study so as to provide the most appropriate community based programming for juvenile offenders and juveniles at risk of adjudication. Implement an independent assessment of the success of the Ingham County Juvenile Justice Programs every 3 years beginning in 2014. Explore the cost benefits of providing a male group home.

Agenda Item 7b

MEMORANDUM

TO: Finance and Liaison Committees

FROM: Timothy J. Dolehanty, Controller

DATE: April 4, 2014

SUBJECT: 2015 Update of County Fees

When the Board of Commissioners adopted Resolution 02-155, setting various fees for county services, the Controller's Office was directed to annually review the fees and to recommend adjustments. We have completed our review for fiscal year 2015 consistent with this standing directive and offer a few adjustments for your consideration. This information will appear as a discussion item on the current round of committee meetings. We anticipate presentation of a resolution at the next round of meetings to recommend increases to certain fees. A draft version of the resolution is attached for your review and consideration.

Attached spreadsheets provide details of recommended fee adjustments to be effective for the Health Department and the Friend of the Court on October 1, 2014, park and zoo winter seasonal fees on November 1, 2014, and for all other departments on January 1, 2015. As noted in the fee schedule, seasonal fees will continue through March 31, 2015.

The first set of spreadsheets offer analysis of proposed fees for 2015. The annual average United States' consumer price index was used to do the calculation. This rate of 1.6% was also used by the State of Michigan for the inflation rate multiplier.

The following information is included for each fee:

1. Location of Service

2. Fee Description

3. The 2014 cost as calculated in last year's fee update process.

4. The 2015 cost, which was calculated by multiplying the 2014 cost by the consumer price index

5. As identified by the Board of Commissioners, the target percent was determined by the percentage of cost to be recovered by the fee for service. The target percent for each fee was initially passed by Resolution 02-155. For other fees added after the passage of Resolution 02-155, in most cases, it was assumed that the fee as passed is charged at the appropriate cost with a target recovery of 100%.

6. The Board adopted a fee schedule for 2014 by way of Resolution 13-208. In September 2013, user fees for the Hawk Island Snow Park (County Services Attachment lines 161-179) were established through Resolution 13-375 at the recommendation of the Parks Department. In October 2013, the HazMat Team Operation Procedures Manual and Cost Recovery Fee Schedule (Law & Courts Attachment lines 55-56) was amended through Resolution 13-418 as recommended by the Sheriff/HazMat Team. Finally, the Rental House (County Services Attachment line 193) fee was reset after approval of Resolution 14-115 in March 2014 upon recommendation of the Parks Department.

7. The 2015 calculated fee is based on the 2015 cost multiplied by the target percent.

8. Although many fees were proposed to remain unchanged in 2015, the initial proposed fees were determined by rounding down the calculated fee to the full dollar amount and, in the case of some larger fees, rounded to the lower $5 or $10 increment. In some cases the cost multiplied by the target percent is much greater than the current fee, so only an incremental increase was proposed in anticipation of further upward adjustments over several years. Fees that are proposed to increase are presented in **bold type**.

9. Units. This variable was used to calculate anticipated revenue generated by a proposed fee. Initial information was provided in the Maximus study, and in some cases has been updated by the departments.

10. Department/Controller Recommendation. Department heads agreed with the initial proposed fees in most cases. Where there was disagreement, the department head was asked to provide supporting information such as a memorandum of explanation. In all such cases, the Controller ultimately agreed with recommendations of the department head as follows:

    a. CS: The Clerk's Office seeks to maintain the 2014 rate for the Marriage Solemnize fee (line 10) in recognition of a significant increase a few years ago. The Clerk would also like to increase the Expedited Services fee (line 9) because of necessary staff time commitment for this service and U.S. Postal Service fees ($19.99 per parcel).

    b. CS: The Register of Deeds Office proposed maintaining 2014 rates for all office fees because most were added as new fees about a year ago, many are set by statute, and additional costs associated with fee changes. The Plat Administration fee (line 222) was adjusted on the spreadsheet to reflect the State law and what the Register of Deeds is currently charging.

    c. CS: The Zoo has not responded as of yet, so we are assuming that all proposed fees are acceptable.

    d. CS: The Parks Department proposed maintaining 2014 rates for all park fees. The department believes that most fees were increased over the past few years and that another increase would negatively affect usage of park facilities.

    e. HS: MSU Extension Office reported that the Soil Box Analysis fee (line 7) is now handled statewide by MSU and the County no longer collects revenue from this fee.

    f. HS: The Health Department/Office for Young Children (OYC) staff recommended that the OYC Consultation Request (line 23), the Agency Training Request Base (lines 26 through 29) and Advance Training fees (line 33) should be increased more than originally proposed based on the level of service provided. Also, the department recommends the OYC Agency Training Request Base (lines 24 and 25), Advertised Training (line 30) and Administrator Training fees (line 34) be reduced because the proposed rate might present a barrier to service. The Environmental Health division agreed with all proposed fees. However, the temporary campground inspections fee (line 130) is a new state-required fee set by the Bureau of Environmental Health. Also, Type II Non Community – Sanitary Survey fee (line 133) will be removed and split between Type II Non Community – Non Transient and Type II Non Community – Transient (lines 134 and 135), which is a new state category imposed because non-transient water supply requires more effort than transient.

    g. L&C: The District Court does not recommend any fee increase for 2015.

    h. L&C: The Sheriff's Office agreed with all fee adjustments except the Precious Metal/Gem Dealer fee (line 52). Pursuant to state statute (MCL 445.483 (4)), the fee cannot exceed $50.00.

11. Additional revenue is projected from the department head/Controller recommended increase in fees multiplied by the units.

A summary of proposed fee increases for 2015 is presented in the final spreadsheet. The spreadsheet simply lists the 2014 fee, department head and Controller recommendations, and projected revenue for each fee where an increase was proposed.

Fee increases recommended by the Controller's Office would generate approximately $196,000 in additional revenue in 2015. Total revenue generated by the listed fees is approximately $5.7 million, meaning the proposed adjustments would increase the base by about 3.5%.

Please do not hesitate to contact me if you have any questions regarding this information.

Attachments

Agenda Item 7b

DRAFT – FOR REVIEW & CONSIDERATION ONLY

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION UPDATING VARIOUS FEES FOR COUNTY SERVICES

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 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 county offices, departments, and staff.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes or encourages the following fee increases in Attachments A and B at the rates established effective January 1, 2015 with the exception of the Health Department and Friend of the Court, where new rates will be effective October 1, 2014 and the Park and Zoo winter seasonal fees which will be effective starting November 1, 2014.

BE IT FURTHER RESOLVED, that the fees within major Health Department services are not included on the attachments and were not set by the policy above, but rather through policy established in Resolutions 05-166 and 05-242.

2015 County Fees Analysis — **FEES PROPOSED TO CHANGE ARE IN BOLD**

County Services Committee

	Location of Service	Fee Description	2014 Cost	2015 Cost Increase Factor	2015 Cost	Target Percent	2014 Fee	2015 Calc. Fee	2015 Initial Prop. Fee	Units	Controller/ Department Recommend.	Additional Revenue
7	Clerk	Certified Copy - 1st Copy	$20.30	1.60%	$20.63	100.0%	$20.00	$20.63	$20.00	16,500	$20.00	$0
8	Clerk	Certified Copy - Add'l Copies	$10.15	1.60%	$10.31	100.0%	$10.00	$10.31	$10.00	20,400	$10.00	$0
9	**Clerk**	**Expedited Svc - copies of Vital Records**	**$20.30**	**1.60%**	**$20.63**	**100.0%**	**$20.00**	**$20.63**	**$20.00**	**248**	**$25.00**	**$1,240**
10	Clerk	Marriage Solemnize	$50.75	1.60%	$51.57	100.0%	$50.00	$51.57	$51.00	200	$50.00	$0
11	Clerk	Notarization of Documents - County resident (4)	$5.12	1.60%	$5.20	100.0%	$5.00	$5.20	$5.00	0	$5.00	$0
12	Clerk	Notarization of Documents - non-County resident (4)	$10.24	1.60%	$10.40	100.0%	$10.00	$10.40	$10.00	0	$10.00	$0
13	Clerk	Marriage Witness Fee (4)	$15.36	1.60%	$15.61	100.0%	$15.00	$15.61	$15.00	0	$15.00	$0
14	Clerk	Non-Resident Consent to Service of Process (4)	$2.05	1.60%	$2.08	100.0%	$2.00	$2.08	$2.00	0	$2.00	$0
15	BOC	FOIA Request Copies	$0.17	1.60%	$0.17	100.0%	$0.17	$0.17	$0.17	10	$0.17	$0
16	Drain Comm.	Photography	$275.17	1.60%	$279.57	100.0%	$275.00	$279.57	$275.00	3	$275.00	$0
17	**Drain Comm.**	**Topography**	**$550.34**	**1.60%**	**$559.15**	**100.0%**	**$550.00**	**$559.15**	**$555.00**	**3**	**$555.00**	**$15**
18	Drain Comm.	Floodplain/wetland	$110.07	1.60%	$111.83	100.0%	$110.00	$111.83	$110.00	0	$110.00	$0
19	**Drain Comm.**	**Preliminary Comm. Site Plan Review (2)**	**$1,270.80**	**1.60%**	**$1,291.14**	**75.0%**	**$670.00**	**$968.35**	**$680.00**	**20**	**$680.00**	**$200**
20	**Drain Comm.**	**Preliminary Plat Review (2)**	**$1,632.78**	**1.60%**	**$1,658.91**	**75.0%**	**$670.00**	**$1,244.18**	**$680.00**	**3**	**$680.00**	**$30**
21	Drain Comm.	Plat and Commercial Drainage Review										
22	**Drain Comm.**	**Plat and Commercial Drainage Review - First acre**	**$674.13**	**1.60%**	**$684.92**	**100.0%**	**$670.00**	**$684.92**	**$680.00**	**20**	**$680.00**	**$200**
23	**Drain Comm.**	**Additional acre**	**$77.05**	**1.60%**	**$78.28**	**100.0%**	**$75.00**	**$78.28**	**$76.00**	**16**	**$76.00**	**$16**
24	Drain Comm.	Re-submission Admin fee	$220.14	1.60%	$223.66	100.0%	$220.00	$223.66	$220.00	0	$220.00	$0
25	**Drain Comm.**	**Plat Drain Administration Fee**	**$6,848.62**	**1.60%**	**$6,958.19**	**75.0%**	**$2,300.00**	**$5,218.64**	**$2,400.00**	**3**	**$2,400.00**	**$300**
26	**Drain Comm.**	**Drain Crossing Permits, Review (Commercial)**	**$482.45**	**1.60%**	**$490.17**	**100.0%**	**$480.00**	**$490.17**	**$490.00**	**45**	**$490.00**	**$450**
27	**Drain Comm.**	**Drain Crossing Permit- (Residential)**	**$127.17**	**1.60%**	**$129.21**	**100.0%**	**$120.00**	**$129.21**	**$125.00**	**1**	**$125.00**	**$5**
28	Drain Comm.	Tap in Permit - Residential	$135.75	1.60%	$137.92	75.0%	$100.00	$103.44	$100.00	1	$100.00	$0
29	**Drain Comm.**	**Tap-in Permit - Commercial**	**$529.91**	**1.60%**	**$538.39**	**75.0%**	**$390.00**	**$403.79**	**$400.00**	**18**	**$400.00**	**$180**
30	**Drain Comm.**	**Soil Erosion Permit - Commercial-12 mo. Duration - 1/2 acre or less**	**$585.15**	**1.60%**	**$594.51**	**100.0%**	**$580.00**	**$594.51**	**$590.00**	**0**	**$590.00**	**$0**
31	**Drain Comm.**	**Soil Erosion (12 mo.) - Commercial- each additional acre (3)**	**$58.51**	**1.60%**	**$59.45**	**100.0%**	**$58.00**	**$59.45**	**$59.00**	**0**	**$59.00**	**$0**
32	**Drain Comm.**	**Soil Erosion Permit - Commercial -9 mo. Duration - 1/2 acre or less (3)**	**$513.29**	**1.60%**	**$521.50**	**100.0%**	**$510.00**	**$521.50**	**$520.00**	**0**	**$520.00**	**$0**
33	**Drain Comm.**	**Soil Erosion (9 mo.) - Commercial- each add'l acre (3)**	**$51.33**	**1.60%**	**$52.15**	**100.0%**	**$51.00**	**$52.15**	**$52.00**	**0**	**$52.00**	**$0**
34	Drain Comm.	Soil Erosion Permit - Commercial - 6 mo. Duration - 1/2 acre or less (3)	$441.43	1.60%	$448.49	100.0%	$440.00	$448.49	$440.00	0	$440.00	$0
35	Drain Comm.	Soil Erosion (6 mo.) - Commercial- each add'l acre (3)	$44.14	1.60%	$44.85	100.0%	$44.00	$44.85	$44.00	0	$44.00	$0
36	Drain Comm.	Soil Erosion Permit Transfer (3)	$93.56	1.60%	$95.05	100.0%	$90.00	$95.05	$90.00	0	$90.00	$0
37	Drain Comm.	Soil Erosion Permit Renewal (3)	$46.78	1.60%	$47.53	100.0%	1/2 of orig fee	$47.53	1/2 of orig fee	0	1/2 of orig fee	$0
38	**Drain Comm.**	**Escrow account-1/2 acre or less**	**$550.34**	**1.60%**	**$559.15**	**100.0%**	**$550.00**	**$559.15**	**$555.00**	**38**	**$555.00**	**$190**
39	**Drain Comm.**	**Escrow account - 1/2 to 1 acre**	**$1,651.02**	**1.60%**	**$1,677.44**	**100.0%**	**$1,650.00**	**$1,677.44**	**$1,675.00**	**18**	**$1,675.00**	**$450**
40	**Drain Comm.**	**Escrow account - 1 to 5 acres**	**$3,302.04**	**1.60%**	**$3,354.87**	**100.0%**	**$3,300.00**	**$3,354.87**	**$3,350.00**	**27**	**$3,350.00**	**$1,350**
41	**Drain Comm.**	**Escrow account - 5 to 10 acres**	**$5,503.40**	**1.60%**	**$5,591.45**	**100.0%**	**$5,500.00**	**$5,591.45**	**$5,590.00**	**6**	**$5,590.00**	**$540**
42	**Drain Comm.**	**Escrow account - each add'l 10 acres**	**$2,751.70**	**1.60%**	**$2,795.73**	**100.0%**	**$2,700.00**	**$2,795.73**	**$2,795.00**	**6**	**$2,795.00**	**$570**
43	**Drain Comm.**	**Soil Erosion Permit-Residential-12 mo.**	**$253.16**	**1.60%**	**$257.21**	**100.0%**	**$250.00**	**$257.21**	**$255.00**	**2**	**$255.00**	**$10**
44	**Drain Comm.**	**Soil Erosion Permit - 9 month duration**	**$326.77**	**1.60%**	**$331.99**	**75.0%**	**$240.00**	**$249.00**	**$245.00**	**6**	**$245.00**	**$30**
45	**Drain Comm.**	**Soil Erosion Permit - 6 month duration**	**$264.94**	**1.60%**	**$269.18**	**75.0%**	**$190.00**	**$201.89**	**$200.00**	**106**	**$200.00**	**$1,060**

46	Drain Comm.	Soil Erosion Permit - Renewal	$132.47	1.60%	$134.59	75.0%	$95.00	$100.94	1/2 of orig fee	47	1/2 of orig fee	$0
47	**Drain Comm.**	**Commercial Minor Disturbance Soil Erosion - Permit/Review/Inspection**	**$409.60**	**1.60%**	**$416.15**	**75.0%**	**$300.00**	**$312.12**	**$310.00**	**18**	**$310.00**	**$180**
48	Drain Comm.	Residential Minor Disturbance Soil Erosion - Permit/Review/Inspection	$61.82	1.60%	$62.81	75.0%	$45.00	$47.11	$45.00	29	$45.00	$0
49	**Drain Comm.**	**Violation and Cease&Desist Order**	**$289.02**	**1.60%**	**$293.65**	**100.0%**	**$285.00**	**$293.65**	**$290.00**	**6**	**$290.00**	**$30**
50	Drain Comm.	Title Search - Drain Assessments	$5.25	1.60%	$5.33	100.0%	$5.00	$5.33	$5.00	1,694	$5.00	$0
51	Equalization	Pre-2005 Paper Maps/Aerial photos (blueprints)	$12.48	1.60%	$12.68	100.0%	$12.00	$12.68	$12.00	100	$12.00	$0
52	Equalization	Digitally Produced Paper Maps- Parcel Layer										
53	Equalization	8.5" x 11"	$6.17	1.60%	$6.27	100.0%	$6.00	$6.27	$6.00	5	$6.00	$0
54	Equalization	11" x 17"	$12.34	1.60%	$12.54	100.0%	$12.00	$12.54	$12.00	5	$12.00	$0
55	Equalization	17" x 22"	$18.51	1.60%	$18.81	100.0%	$18.00	$18.81	$18.00	5	$18.00	$0
56	**Equalization**	**22" x 34"**	**$24.68**	**1.60%**	**$25.08**	**100.0%**	**$24.00**	**$25.08**	**$25.00**	**5**	**$25.00**	**$5**
57	**Equalization**	**28" x 40"**	**$30.85**	**1.60%**	**$31.34**	**100.0%**	**$30.00**	**$31.34**	**$31.00**	**5**	**$31.00**	**$5**
58	Equalization	34" x 44"	$37.02	1.60%	$37.61	100.0%	$37.00	$37.61	$37.00	5	$37.00	$0
59	Equalization	Digitally Produced Paper Maps - Parcel layer w/2005 Digital Photo Layer										
60	Equalization	8.5" x 11"	$12.34	1.60%	$12.54	100.0%	$12.00	$12.54	$12.00	1,250	$12.00	$0
61	**Equalization**	**11" x 17"**	**$24.68**	**1.60%**	**$25.08**	**100.0%**	**$24.00**	**$25.08**	**$25.00**	**25**	**$25.00**	**$25**
62	Equalization	17" x 22"	$37.02	1.60%	$37.61	100.0%	$37.00	$37.61	$37.00	20	$37.00	$0
63	**Equalization**	**22" x 34"**	**$49.36**	**1.60%**	**$50.15**	**100.0%**	**$49.00**	**$50.15**	**$50.00**	**5**	**$50.00**	**$5**
64	**Equalization**	**28" x 40"**	**$61.70**	**1.60%**	**$62.69**	**100.0%**	**$61.00**	**$62.69**	**$62.00**	**5**	**$62.00**	**$5**
65	**Equalization**	**34" x 44"**	**$74.04**	**1.60%**	**$75.23**	**100.0%**	**$74.00**	**$75.23**	**$75.00**	**5**	**$75.00**	**$5**
66	**Equalization**	**Custom Maps**	**$69.61**	**1.60%**	**$70.73**	**100.0%**	**$69.00**	**$70.73**	**$70.00**	**50**	**$70.00**	**$50**
67	Parks	Administrative/Office Fees										
68	Parks	Administrative -Returned Check Fee	$31.55	1.60%	$32.05	100.0%	$30.00	$32.05	$32.00	0	$30.00	$0
69	Parks	Cancellation Fee (for all park reservations)	$20.48	1.60%	$20.81	100.0%	$20.00	$20.81	$20.00	0	$20.00	$0
70	Parks	Parking/Vehicle Entrance Fees ****										
71	Parks	Resident Daily	$4.13	1.60%	$4.20	75.0%	$3.00	$3.15	$3.00	40,000	$3.00	$0
72	Parks	Resident Annual	$41.32	1.60%	$41.98	75.0%	$30.00	$31.49	$31.00	4,000	$30.00	$0
73	Parks	Non-Resident Daily	$5.12	1.60%	$5.20	100.0%	$5.00	$5.20	$5.00	9,000	$5.00	$0
74	Parks	Non-Resident Annual	$41.32	1.60%	$41.98	100.0%	$40.00	$41.98	$41.00	30	$40.00	$0
75	Parks	Shelters										
76	Parks	Winter Sports Building (100 Person Capacity) ****	$94.65	1.60%	$96.16	100.0%	$90.00	$96.16	$95.00	0	$90.00	$0
77	Parks	Shelters - 60 Person Capacity ****										
78	Parks	Lake Lansing South Lakeview	$76.80	1.60%	$78.03	100.0%	$75.00	$78.03	$78.00	61	$75.00	$0
79	Parks	Lake Lansing North Oak Knoll	$76.80	1.60%	$78.03	100.0%	$75.00	$78.03	$78.00	41	$75.00	$0
80	Parks	Lake Lansing North Sandhill	$76.80	1.60%	$78.03	100.0%	$75.00	$78.03	$78.00	41	$75.00	$0
81	Parks	Hawk Island Kestrel	$76.80	1.60%	$78.03	100.0%	$75.00	$78.03	$78.00	143	$75.00	$0
82	Parks	Hawk Island 1/2 of Peregrine	$76.80	1.60%	$78.03	100.0%	$75.00	$78.03	$78.00	73	$75.00	$0
83	Parks	Burchfield Deer Run	$76.80	1.60%	$78.03	100.0%	$75.00	$78.03	$78.00	27	$75.00	$0
84	Parks	Burchfield Pine Knoll	$76.80	1.60%	$78.03	100.0%	$75.00	$78.03	$78.00	23	$75.00	$0
85	Parks	Burchfield Southridge	$76.80	1.60%	$78.03	100.0%	$75.00	$78.03	$78.00	38	$75.00	$0
86	Parks	Shelters - 120 Person Capacity ****										
87	Parks	Lake Lansing - North - 1/2 of Main	$102.40	1.60%	$104.04	100.0%	$100.00	$104.04	$100.00	13	$100.00	$0

88	Parks	Hawk Island Peregrine	$128.00	1.60%	$130.05	100.0%	$125.00	$130.05	$130.00	47	$125.00	$0
89	Parks	Burchfield 1/2 of North Bluff	$102.40	1.60%	$104.04	100.0%	$100.00	$104.04	$100.00	15	$100.00	$0
90	Parks	Burchfield 1/2 of Woodsong	$102.40	1.60%	$104.04	100.0%	$100.00	$104.04	$100.00	8	$100.00	$0
91	Parks	Shelters - 150 Person Capacity ****										
92	Parks	Lake Lansing - South - 1/2 of Main	$102.40	1.60%	$104.04	100.0%	$100.00	$104.04	$100.00	60	$100.00	$0
93	Parks	Shelters - 240 Person Capacity ****										
94	Parks	Lake Lansing - North - Main	$179.20	1.60%	$182.07	100.0%	$175.00	$182.07	$180.00	28	$175.00	$0
95	Parks	Burchfield - North Bluff	$179.20	1.60%	$182.07	100.0%	$175.00	$182.07	$180.00	23	$175.00	$0
96	Parks	Burchfield - Woodsong	$179.20	1.60%	$182.07	100.0%	$175.00	$182.07	$180.00	19	$175.00	$0
97	Parks	Shelters - 300 Person Capacity ****										
98	Parks	Lake Lansing - South - Main	$179.20	1.60%	$182.07	100.0%	$175.00	$182.07	$180.00	17	$175.00	$0
99	Parks	Burchfield - Overlook	$179.20	1.60%	$182.07	100.0%	$175.00	$182.07	$180.00	30	$175.00	$0
100	Parks	Shelters - 375 Person Capacity ****										
101	Parks	Hawk Island - Red Tail	$256.00	1.60%	$260.10	100.0%	$250.00	$260.10	$260.00	51	$250.00	$0
102	Parks	Cabanas - Mini semi permanent shelters/30 p cap.										
103	Parks	Hawk Island (1)	$76.80	1.60%	$78.03	100.0%	$75.00	$78.03	$75.00	35	$75.00	$0
104	Parks	Lake Lansing South (1)	$76.80	1.60%	$78.03	100.0%	$75.00	$78.03	$75.00	15	$75.00	$0
105	Parks	Burchfield (1)	$76.80	1.60%	$78.03	100.0%	$75.00	$78.03	$75.00	10	$75.00	$0
106	Parks	Wedding Gazebo										
107	Parks	Lake Lansing Wedding Gazebo (1)	$256.00	1.60%	$260.10	100.0%	$250.00	$260.10	$260.00	5	$250.00	$0
108	Parks	Boating Fees ****										
109	Parks	In-Park Canoe/Kayak - per hr	$6.14	1.60%	$6.24	100.0%	$6.00	$6.24	$6.00	2,262	$6.00	$0
110	Parks	Abandonment Recovery Fee	$42.07	1.60%	$42.74	100.0%	$40.00	$42.74	$42.00	0	$40.00	$0
111	Parks	Late Fee (arriving 1/2 hour or later after closing)	$21.03	1.60%	$21.37	100.0%	$20.00	$21.37	$21.00	0	$20.00	$0
112	Parks	Canoe/Kayak Trips - McNamara	$15.36	1.60%	$15.61	100.0%	$15.00	$15.61	$15.00	146	$15.00	$0
113	Parks	Canoe/Kayak Trips - Bunker Rd	$22.53	1.60%	$22.89	100.0%	$22.00	$22.89	$22.00	64	$22.00	$0
114	Parks	Canoe/Kayak Trips - Eaton Rapids	$28.67	1.60%	$29.13	100.0%	$28.00	$29.13	$29.00	15	$28.00	$0
115	Parks	Canoe/Kayak Trips - Transport Fee (Non-ICP Boats and person(s)-grp of 2 or more)	$5.26	1.60%	$5.34	100.0%	$5.00	$5.34	$5.00	0	$5.00	$0
116	Parks	Pedal Boat --per 1/2 hour (Weekday)	$5.00	1.60%	$5.08	100.0%	$5.00	$5.08	$5.00	0	$5.00	$0
117	Parks	Pedal Boat--per 1/2 hr (Weekend)	$6.40	1.60%	$6.50	100.0%	$6.00	$6.50	$6.00	8,092	$6.00	$0
118	Parks	Pedal Boat - Senior (+60) - per 1/2 hr	$1.16	1.60%	$1.18	100.0%	$1.00	$1.18	$1.00	0	$1.00	$0
119	Parks	Row Boat - 1st hour	$7.17	1.60%	$7.28	100.0%	$7.00	$7.28	$7.00	0	$7.00	$0
120	Parks	Row Boat - Hourly Thereafter	$3.07	1.60%	$3.12	100.0%	$3.00	$3.12	$3.00	0	$3.00	$0
121	Parks	Boat Launch - Daily (1)	$5.12	1.60%	$5.20	100.0%	$5.00	$5.20	$5.00	2,689	$5.00	$0
122	Parks	Boat Launch - Annual (1)	$51.20	1.60%	$52.02	100.0%	$50.00	$52.02	$50.00	119	$50.00	$0
123	Parks	Ski Rental (Burchfield only) ****										
124	Parks	Moonlight Ski- Adult	$10.24	1.60%	$10.40	100.0%	$10.00	$10.40	$10.00	0	$10.00	$0
125	Parks	Moonlight Ski - Child (12 & under)	$3.49	1.60%	$3.55	100.0%	$3.00	$3.55	$3.00	0	$3.00	$0
126	*Parks*	*Cross Country Skiing Adults & Children (12 & under): Weekdays (Burchfield only) ******										
127	Parks	1st hour	$4.10	1.60%	$4.16	100.0%	$4.00	$4.16	$4.00	0	$4.00	$0
128	Parks	Each additional hour	$1.02	1.60%	$1.04	100.0%	$1.00	$1.04	$1.00	0	$1.00	$0

129	Parks	Cross Country Skiing Adults: Wknds & Holidays(Burchfield) ****										
130	Parks	1st hour	$8.19	1.60%	$8.32	100.0%	$8.00	$8.32	$8.00	0	$8.00	$0
131	Parks	Each additional hour	$3.07	1.60%	$3.12	100.0%	$3.00	$3.12	$3.00	0	$3.00	$0
132	Parks	X-Country Skiing Children(12&under): Wkds& Holidays(Burchfield) ****										
133	Parks	1st hour	$4.10	1.60%	$4.16	100.0%	$4.00	$4.16	$4.00	0	$4.00	$0
134	Parks	Each additional hour	$1.02	1.60%	$1.04	100.0%	$1.00	$1.04	$1.00	0	$1.00	$0
135	Parks	Cross Country Ski Rental Fees for separate equipment - Adult or Child ****										
136	Parks	Skis per hour	$3.07	1.60%	$3.12	100.0%	$3.00	$3.12	$3.00	0	$3.00	$0
137	Parks	Boots per hour	$3.07	1.60%	$3.12	100.0%	$3.00	$3.12	$3.00	0	$3.00	$0
138	Parks	Poles per hour	$3.07	1.60%	$3.12	100.0%	$3.00	$3.12	$3.00	0	$3.00	$0
139	*Parks*	*Day Camp* ****										
140	Parks	Resident Monday-Friday 9am-4pm	$94.65	1.60%	$96.16	100.0%	$90.00	$96.16	$95.00	0	$90.00	$0
141	Parks	Non-Resident Monday-Friday 9am-4pm	$105.16	1.60%	$106.85	100.0%	$100.00	$106.85	$105.00	0	$100.00	$0
142	Parks	Resident Mon-Fri 7:30am-5:30pm	$126.20	1.60%	$128.22	100.0%	$120.00	$128.22	$125.00	0	$120.00	$0
143	Parks	Non-Resident Mon-Fri 7:30am-5:30pm	$136.71	1.60%	$138.90	100.0%	$130.00	$138.90	$135.00	0	$130.00	$0
144	Parks	Disc Golf ****										
145	Parks	Day Pass - 12 & Under (with an adult)	$0.00	1.60%	$0.00	100.0%	$0.00	$0.00	$0.00	0	$0.00	$0
146	Parks	Day Pass (13 and older)	$4.21	1.60%	$4.27	100.0%	$4.00	$4.27	$4.00	0	$4.00	$0
147	Parks	Season Pass	$42.07	1.60%	$42.74	100.0%	$40.00	$42.74	$40.00	0	$40.00	$0
148	Parks	Equipment Rental per round of Disc Golf	$1.05	1.60%	$1.07	100.0%	$1.00	$1.07	$1.00	0	$1.00	$0
149	Parks	Equipment Replacement-lost,damaged,stolen Discs	$10.52	1.60%	$10.68	100.0%	$10.00	$10.68	$10.00	0	$10.00	$0
150	Parks	Dog Park (12 Month Pass) ****										
151	Parks	Regular Pass	$31.55	1.60%	$32.05	100.0%	$30.00	$32.05	$31.00	0	$30.00	$0
152	Parks	Student (college ID)	$15.77	1.60%	$16.03	100.0%	$15.00	$16.03	$16.00	0	$15.00	$0
153	Parks	Senior (+60)	$15.77	1.60%	$16.03	100.0%	$15.00	$16.03	$16.00	0	$15.00	$0
154	Parks	Veteran	$15.77	1.60%	$16.03	100.0%	$15.00	$16.03	$16.00	0	$15.00	$0
155	Parks	Owner of Service Animal	$15.77	1.60%	$16.03	100.0%	$15.00	$16.03	$16.00	0	$15.00	$0
156	Parks	Daily Pass	$5.26	1.60%	$5.35	100.0%	$5.00	$5.35	$5.00	0	$5.00	$0
157	Parks	Replacement FOB	$5.26	1.60%	$5.34	100.0%	$5.00	$5.34	$5.00	0	$5.00	$0
158	Parks	Snow Tube Rental -Burchfield ****										
159	Parks	Burchfield - Tube Rental (2 hours)	$2.10	1.60%	$2.14	100.0%	$2.00	$2.14	$2.00	1,000	$2.00	$0
160	Parks	Hawk Island Snow Park **** Operational Rates (Mon-Fri 4-9 pm Sat-Sun 10am-9pm)										
161	Parks	Adult Pass - Snow Tubing (2 hours) Mon-Fri (5)	$10.52	1.60%	$10.68	100.0%	$10.00	$10.68	$10.00	0	$10.00	$0
162	Parks	Child Pass - Snow Tubing (12 & under-2 hours) Mon-Fri (5)	$5.26	1.60%	$5.34	100.0%	$5.00	$5.34	$5.00	0	$5.00	$0
163	Parks	Family Pass - Snow Tubing (2 adults & 2 children-2hrs) Mon-Fri (5)	$26.29	1.60%	$26.71	100.0%	$25.00	$26.71	$25.00	0	$25.00	$0
164	Parks	Adult Pass - Snow Tubing (2 hours) Sat, Sun and Holidays (5)	$12.62	1.60%	$12.82	100.0%	$12.00	$12.82	$12.00	0	$12.00	$0
165	Parks	Child Pass - Snow Tubing (12 & under-2 hours) S, S and hol (5)	$8.41	1.60%	$8.55	100.0%	$8.00	$8.55	$8.00	0	$8.00	$0
166	Parks	Family Pass - Snow Tubing (2 adults & 2 children-2hrs) S, S, hol (5)	$36.81	1.60%	$37.40	100.0%	$35.00	$37.40	$35.00	0	$35.00	$0
167	Parks	Group Rate (30-100 people, 2 hours)/per person	$5.26	1.60%	$5.34	100.0%	$5.00	$5.34	$5.00	0	$5.00	$0
168	Parks	Each add'l child for Snow Tubing (5)	$3.15	1.60%	$3.21	100.0%	$5.00	$3.21	$5.00	0	$5.00	$0
169	Parks	Adult Pass - Snowboarding (open to close) Mon-Fri (5)	$15.00	1.60%	$15.24	100.0%	$15.00	$15.24	$15.00	0	$15.00	$0
170	Parks	Adult Pass - Snowboarding S,S, Holidays (5)	$20.00	1.60%	$20.32	100.0%	$20.00	$20.32	$20.00	0	$20.00	$0
171	Parks	Child Pass - Snowboarding -all day (12 & under) Mon-Fri (5)	$12.00	1.60%	$12.19	100.0%	$12.00	$12.19	$12.00	0	$12.00	$0

172	Parks	Child Pass - Snowboarding (12 & under) S,S, holiday (5)	$15.00	1.60%	$15.24	100.0%	$15.00	$15.24	$15.00	0	$15.00	$0
173	Parks	Season Pass for Adults ** Resident (5)	$149.00	1.60%	$151.38	100.0%	$149.00	$151.38	$149.00	0	$149.00	$0
174	Parks	Season Pass-Children 12 & under ** (5)	$99.00	1.60%	$100.58	100.0%	$99.00	$100.58	$99.00	0	$99.00	$0
175	Parks	Season Pass for Adults ** Non-Resident (5)	$159.00	1.60%	$161.54	100.0%	$159.00	$161.54	$159.00	0	$159.00	$0
176	Parks	Season Pass-Children 12 & under ** Non-Resident (5)	$109.00	1.60%	$110.74	100.0%	$109.00	$110.74	$109.00	0	$109.00	$0
177	Parks	Hawk Island Snow Board/Tube **** Non-Operational Rates (Reservation Only)										
178	Parks	Group Rate (1-50 people) 2 hours (normal fee pp + $50) (5)	$314.44	1.60%	$319.47	100.0%	$299.00	50+	varies	0	varies	$0
179	Parks	Group Rate (50+ people) 2 hours (normal fee pp + $100) (5)	$419.61	1.60%	$426.32	100.0%	$399.00	100+	varies	0	varies	$0
180	Parks	Per additional adult	$10.00	1.60%	$10.16	100.0%	$10.00	$10.16	$10.00	0	$10.00	$0
181	Parks	Per additional child	$5.00	1.60%	$5.08	100.0%	$5.00	$5.08	$5.00	0	$5.00	$0
182	Parks	Snow Board & Boot rental	$15.00	1.60%	$15.24	100.0%	$15.00	$15.24	$15.00	0	$15.00	$0
183	Parks	Board or Boot rental	$10.00	1.60%	$10.16	100.0%	$10.00	$10.16	$10.00	0	$10.00	$0
184	Parks	Helmet rental	$5.00	1.60%	$5.08	100.0%	$5.00	$5.08	$5.00	0	$5.00	$0
185	Parks	Test rental	$5.00	1.60%	$5.08	100.0%	$5.00	$5.08	$5.00	0	$5.00	$0
186	Parks	Utility Vehicle/Golf Cart Rental										
187	Parks	1/2 day = up to 4 hours (1)	$51.20	1.60%	$52.02	100.0%	$50.00	$52.02	$50.00	10	$50.00	$0
188	Parks	full day = up to 8 hours (1)	$102.40	1.60%	$104.04	100.0%	$100.00	$104.04	$100.00	5	$100.00	$0
189	*Parks*	*Game Rental (for 4 hours) ******										
190	Parks	Moonwalk	$281.60	1.60%	$286.11	100.0%	$250.00	$286.11	$280.00	4	$250.00	$0
191	Parks	Dunk Tank	$230.40	1.60%	$234.09	100.0%	$200.00	$234.09	$230.00	0	$200.00	$0
192	Parks	Giant Slide	$409.60	1.60%	$416.15	100.0%	$350.00	$416.15	$410.00	2	$350.00	$0
193	Parks	Rental House (6)	$952.32	1.60%	$967.56	100.0%	$930.00	$967.56	$800.00	0	$800.00	$0
194	*Zoo*	*Parking Fees *******										
195	Zoo	Resident - daily (April - October)	$5.26	1.60%	$5.34	75.0%	$3.00	$4.01	$3.00	0	$3.00	$0
196	*Zoo*	*Non-Resident daily (April - October)*	*$5.26*	1.60%	$5.34	*100.0%*	*$5.00*	$5.34	*$5.00*	*0*	*$5.00*	$0
197	*Zoo*	*Resident - daily (November - March)*	*$5.26*	1.60%	$5.34	*25.0%*	*$1.00*	$1.34	*$1.00*	*0*	*$1.00*	$0
198	*Zoo*	*Non-Resident daily (November - March)*	*$5.26*	1.60%	$5.34	*25.0%*	*$1.00*	$1.34	*$1.00*	*0*	*$1.00*	$0
199	***Zoo***	***Resident Annual***	***$42.07***	**1.60%**	**$42.74**	***75.0%***	***$30.00***	**$32.05**	***$31.00***	***0***	***$31.00***	**$0**
200	***Zoo***	***Non-Resident Annual***	***$42.07***	**1.60%**	**$42.74**	***100.0%***	***$40.00***	**$42.74**	***$41.00***	***0***	***$41.00***	**$0**
201	*Zoo*	*Ingham County (non-profit) School Bus*	*$5.26*	1.60%	$5.34	*0.0%*	*$0.00*	$0.00	*$0.00*	*0*	*$0.00*	$0
202	*Zoo*	*Admission Fees (group rate ****)*										
203	***Zoo***	***Resident Adult (April - October)***	***$12.62***	**1.60%**	**$12.82**	***50.0%***	***$4.00***	**$6.41**	***$6.00***	***0***	***$6.00***	**$0**
204	***Zoo***	***Non-Resident Adult (April - October)***	***$12.62***	**1.60%**	**$12.82**	***100.0%***	***$10.00***	**$12.82**	***$12.00***	***0***	***$12.00***	**$0**
205	*Zoo*	*Resident Senior (April - October)*	*$12.62*	1.60%	$12.82	*25.0%*	*$3.00*	$3.21	*$3.00*	*0*	*$3.00*	$0
206	***Zoo***	***Non-Resident Senior (April - October)***	***$12.62***	**1.60%**	**$12.82**	***100.0%***	***$8.00***	**$12.82**	***$10.00***	***0***	***$10.00***	**$0**
207	***Zoo***	***Children (age 3-12) (April - October)***	***$12.62***	**1.60%**	**$12.82**	***25.0%***	***$2.00***	**$3.21**	***$3.00***	***0***	***$3.00***	**$0**
208	*Zoo*	*Children under 3*	*$12.62*	1.60%	$12.82	*0.0%*	*$0.00*	$0.00	*$0.00*	*0*	*$0.00*	$0
209	**Zoo**	**All Adults(November-March): Res, Non-Res, or Senior**	**$12.62**	**1.60%**	**$12.82**	**25.0%**	**$2.00**	**$3.21**	**$3.00**	**0**	**$3.00**	**$0**
210	**Zoo**	**Children (age 3-12) (November - March)**	**$8.41**	**1.60%**	**$8.55**	**25.0%**	**$1.00**	**$2.14**	**$2.00**	**0**	**$2.00**	**$0**
211	*Zoo*	*School in Ingham County School District (non-profit)*	*$5.26*	1.60%	$5.34	*0.0%*	*$0.00*	$0.00	*$0.00*	*0*	*$0.00*	$0
212	Zoo	Shelters - 60 Person Capacity ****										
213	**Zoo**	**Potter Park Penquin Cove**	**$76.80**	**1.60%**	**$78.03**	**100.0%**	**$75.00**	**$78.03**	**$78.00**	**35**	**$78.00**	**$105**
214	Zoo	Shelters - 80 Person Capacity ****										
215	Zoo	Potter Park Eagle Landing	$102.40	1.60%	$104.04	100.0%	$100.00	$104.04	$100.00	37	$100.00	$0

216	Zoo	Shelters - 150 Person Capacity ****										
217	Zoo	Lake Lansing - South - 1/2 of Main	$102.40	1.60%	$104.04	100.0%	$100.00	$104.04	$100.00	60	$100.00	$0
218	Zoo	Potter Park 1/2 of Tiger Den	$102.40	1.60%	$104.04	100.0%	$100.00	$104.04	$100.00	27	$100.00	$0
219	Zoo	Shelters - 300 Person Capacity ****										
220	Zoo	**Potter Park - Tiger Den**	**$179.20**	**1.60%**	**$182.07**	**100.0%**	**$175.00**	**$182.07**	**$180.00**	**10**	**$180.00**	**$50**
221	RoD	Register of Deeds										
222	**RoD**	**Plat Administration Fee**	**$102.40**	**1.60%**	**$104.04**	**100.0%**	**$100.00**	**$104.04**	**$100.00**	**10**	**$20.00**	**($800)**
223	RoD	AVA product print fee per copy	$1.16	1.60%	$1.18	100.0%	$1.10	$1.18	$1.15	0	$1.10	$0
224	RoD	Tapestry product per search	$6.26	1.60%	$6.36	100.0%	$5.95	$6.36	$6.00	0	$5.95	$0
225	RoD	Tapestry product print fee per copy	$1.05	1.60%	$1.07	100.0%	$1.00	$1.07	$1.00	0	$1.00	$0
226	RoD	Laredo product,0-250 minutes,chrg/month	$52.58	1.60%	$53.42	100.0%	$50.00	$53.42	$53.00	0	$50.00	$0
227	RoD	Laredo Min. Overage for 0-250 min. plan	$0.21	1.60%	$0.21	100.0%	$0.20	$0.21	$0.21	0	$0.20	$0
228	RoD	Laredo product, 250-1000 mins.-chrg/mo.	$105.16	1.60%	$106.85	100.0%	$100.00	$106.85	$105.00	0	$100.00	$0
229	RoD	Laredo Min. Ovrg for 250-1000 min. plan	$0.16	1.60%	$0.16	100.0%	$0.15	$0.16	$0.16	0	$0.15	$0
230	RoD	Laredo product,1001-3000 mins-chrg/mo	$210.33	1.60%	$213.69	100.0%	$200.00	$213.69	$210.00	0	$200.00	$0
231	RoD	Laredo Min. Ovrg for 1000-3000 min. plan	$0.13	1.60%	$0.13	100.0%	$0.12	$0.13	$0.13	0	$0.12	$0
232	RoD	Laredo product,Unltd mins-chrg/mo.	$262.91	1.60%	$267.12	100.0%	$250.00	$267.12	$260.00	0	$250.00	$0
233	**Treasurer**	**NSF Checks**	**$31.39**	**1.60%**	**$31.90**	**100.0%**	**$30.00**	**$31.90**	**$31.00**	**75**	**$31.00**	**$75**
234	Treasurer	Tax service fee	$4.10	1.60%	$4.16	100.0%	$4.00	$4.16	$4.00	100	$4.00	$0
	TOTALS											$6,576

(1) Fees were added as part of the 2014 fee process as a new fee

(2) These Fees must be the same as the 1st acre

(3) The fee for each additional acre is 10% of the original fee

(4) Fees were recently established per Resolution 13-117

(5) Fees established per Resolution 13-375

(6) Fee was lowered to $800 effective April 1, 2014 per Reso 14-115

** This pass includes entry to both the snow tubing and snowboarding hill

**** FEE EXCEPTIONS - Waiver of Fees: all school and non-profit groups Mon-Friday (PB#10-21), Big Brother/Sister (PB#04-25), Special Events (PB#11-53), Annual hardship pass - free to low income(PB#93-78), Waiver of parking fees during Potter Park Zoo Winter Wonderland of Lights (PB#11-42), Free admission to Zoo for County Residents on first Saturday in October (PB#08-16), Free Days at the Park: Lake Lansing Parks-second Monday of June (includes Boat Launch; Burchfield Park-second Monday of July; Hawk Island Park-second Monday of August; ALL PARKS- 3rd Monday of January/Martin Luther King Day (Park Bd Resolution #11-42); DISCOUNTS - All Zoo admission (s) Mondays - $1 off for Residents; Non Educational Groups of 20 or more individuals (group payment required) OR Self Guided School field trip (pre-pay 3 weeks in advance) - $1 off each regular priced admission(s).....only during season (April - October), no group discount or parking rates during off season (November - March)

2015 County Fees as Proposed
County Services Committee

Location of Service	Fee Description	2014 Fee	Controller/ Department Recommend.	Additional Revenue
Clerk	**Expedited Svc - copies of Vital Records**	**$20.00**	**$25.00**	**$1,240**
Drain Comm.	**Topography**	**$550.00**	**$555.00**	**$15**
Drain Comm.	**Preliminary Comm. Site Plan Review (2)**	**$670.00**	**$680.00**	**$200**
Drain Comm.	**Preliminary Plat Review (2)**	**$670.00**	**$680.00**	**$30**
Drain Comm.	Plat and Commercial Drainage Review			
Drain Comm.	**Plat and Commercial Drainage Review - First acre**	**$670.00**	**$680.00**	**$200**
Drain Comm.	**Additional acre**	**$75.00**	**$76.00**	**$16**
Drain Comm.	**Plat Drain Administration Fee**	**$2,300.00**	**$2,400.00**	**$300**
Drain Comm.	**Drain Crossing Permits, Review (Commercial)**	**$480.00**	**$490.00**	**$450**
Drain Comm.	**Drain Crossing Permit- (Residential)**	**$120.00**	**$125.00**	**$5**
Drain Comm.	**Tap-in Permit - Commercial**	**$390.00**	**$400.00**	**$180**
Drain Comm.	**Soil Erosion Permit - Commercial-12 mo. Duration - 1/2 acre or less**	**$580.00**	**$590.00**	**$0**
Drain Comm.	**Soil Erosion (12 mo.) - Commercial- each additional acre (3)**	**$58.00**	**$59.00**	**$0**
Drain Comm.	**Soil Erosion Permit - Commercial -9 mo. Duration - 1/2 acre or less (3)**	**$510.00**	**$520.00**	**$0**
Drain Comm.	**Soil Erosion (9 mo.) - Commercial- each add'l acre (3)**	**$51.00**	**$52.00**	**$0**
Drain Comm.	**Escrow account-1/2 acre or less**	**$550.00**	**$555.00**	**$190**
Drain Comm.	**Escrow account - 1/2 to 1 acre**	**$1,650.00**	**$1,675.00**	**$450**
Drain Comm.	**Escrow account - 1 to 5 acres**	**$3,300.00**	**$3,350.00**	**$1,350**
Drain Comm.	**Escrow account - 5 to 10 acres**	**$5,500.00**	**$5,590.00**	**$540**
Drain Comm.	**Escrow account - each add'l 10 acres**	**$2,700.00**	**$2,795.00**	**$570**
Drain Comm.	**Soil Erosion Permit-Residential-12 mo.**	**$250.00**	**$255.00**	**$10**
Drain Comm.	**Soil Erosion Permit - 9 month duration**	**$240.00**	**$245.00**	**$30**
Drain Comm.	**Soil Erosion Permit - 6 month duration**	**$190.00**	**$200.00**	**$1,060**
Drain Comm.	**Commercial Minor Disturbance Soil Erosion - Permit/Review/Inspection**	**$300.00**	**$310.00**	**$180**
Drain Comm.	**Violation and Cease&Desist Order**	**$285.00**	**$290.00**	**$30**
Equalization	Digitally Produced Paper Maps- Parcel Layer			
Equalization	**22" x 34"**	**$24.00**	**$25.00**	**$5**
Equalization	**28" x 40"**	**$30.00**	**$31.00**	**$5**
Equalization	Digitally Produced Paper Maps - Parcel layer w/2005 Digital Photo Layer			
Equalization	**11" x 17"**	**$24.00**	**$25.00**	**$25**
Equalization	**22" x 34"**	**$49.00**	**$50.00**	**$5**
Equalization	**28" x 40"**	**$61.00**	**$62.00**	**$5**
Equalization	**34" x 44"**	**$74.00**	**$75.00**	**$5**
Equalization	**Custom Maps**	**$69.00**	**$70.00**	**$50**
Zoo	***Resident Annual***	***$30.00***	***$31.00***	**$0**
Zoo	***Non-Resident Annual***	***$40.00***	***$41.00***	**$0**
Zoo	*Admission Fees (group rate ****)*			
Zoo	***Resident Adult (April - October)***	***$4.00***	***$6.00***	**$0**
Zoo	***Non-Resident Adult (April - October)***	***$10.00***	***$12.00***	**$0**
Zoo	***Non-Resident Senior (April - October)***	***$8.00***	***$10.00***	**$0**
Zoo	***Children (age 3-12) (April - October)***	***$2.00***	***$3.00***	**$0**
Zoo	**All Adults(November-March): Res, Non-Res, or Senior**	**$2.00**	**$3.00**	**$0**
Zoo	**Children (age 3-12) (November - March)**	**$1.00**	**$2.00**	**$0**
Zoo	Shelters - 60 Person Capacity ****			
Zoo	**Potter Park Penquin Cove**	**$75.00**	**$78.00**	**$105**

RoD	Register of Deeds			
RoD	**Plat Administration Fee**	**$100.00**	**$20.00**	**($800)**
Treasurer	**NSF Checks**	**$30.00**	**$31.00**	**$75**
TOTALS				$6,576
(2) These Fees must be the same as the 1st acre				
(3) The fee for each additional acre is 10% of the original fee				
**** FEE EXCEPTIONS - Waiver of Fees: all school and non-profit groups Mon-Friday (PB#10-21), Big Brother/Sister (PB#04-25), Special Events (PB#11-53), Annual hardship pass -free to low income(PB#93-78), Waiver of parking fees during Potter Park Zoo Winter Wonderland of Lights (PB#11-42), Free admission to Zoo for County Residents on first Saturday in October				

Agenda Item 8a

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING ZETA PHI BETA SORORITY, INCORPORATED THETA RHO ZETA CHAPTER

WHEREAS, Zeta Phi Beta Sorority, Incorporated is a non-profit international, Greek-lettered Sorority; and

WHEREAS, the organization was founded on January 16, 1920, at Howard University by Arizona Cleaver, Myrtle Tyler, Viola Tyler, Fannie Pettie Watts, and Pearl Neal, who focused on addressing societal ills, prejudices and poverty; and

WHEREAS, since its inception, the Sorority has fostered the ideals of service, charity, scholarship, civil and cultural endeavors, sisterhood and finer womanhood and has expanded into over 800 chapters in the United States of America, Africa, Europe, Asia, and the Caribbean; and

WHEREAS, on May 3, 2014, the Zeta Phi Beta Sorority, Incorporated, Theta Rho Zeta Chapter will be hosting its 2014 Finer Womanhood Luncheon, the theme will be "Influencing Change and Empowering Others" with Dr. Joan Jackson Johnson as the keynote speaker; and

WHEREAS, the Finer Womanhood Luncheon honors women in the Greater Lansing area who have significantly contributed to the welfare of the community; and

WHEREAS, the proceeds from the Finer Womanhood Luncheon support their oratorical scholarships and educational enrichment programs in the Greater Lansing area.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby congratulates the Zeta Phi Beta Sorority, Incorporated, Theta Rho Zeta Chapter on the event of their 2014 Finer Womanhood Luncheon.

BE IT FURTHER RESOLVED, that the Board appreciates the contributions they have made to the community and wishes them continued success in their future endeavors.

Agenda Item 8b

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION HONORING DYLAN KING

WHEREAS, Dylan King is a junior at Williamston High School, he is active in the community and enjoys paintball, fitness and law enforcement at the Capital Area Career Center; and

WHEREAS, Dylan began his scouting career in 2003 with Williamston Cub Scout Pack 263, and attained Cub scouting's highest honor, the Arrow of Light in 2008, he joined Boy Scout Troop #63 in the spring of 2008; and

WHEREAS, his scout leadership history includes Patrol Leader and Assistant Senior Patrol Leader, he has attended numerous Troop campouts and summer camps and joined Troop 63 at the Adirondack Mountains, Northern Tier and Philmont high adventures; and

WHEREAS, Dylan's eagle project entailed building a ticket booth for the Williamston High School soccer, tennis and baseball fields, he spent over 200 hours on this project; and

WHEREAS, Dylan has earned the highest rank attainable in Scouting, the Eagle Scout; and

WHEREAS, to achieve the Eagle rank, a scout must demonstrate leadership and citizenship while earning 21 merit badges before reaching the age of 18.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners congratulates Dylan King for earning the rank of Eagle Scout and extends its sincere appreciation to Dylan for serving as a positive role model for the youth in our community.

RECEIVED
MAR 31 2014

AGENDA ITEM # 9

Superparks, LLC
3200 Mountain View Drive
Boise, ID 83704
208-890-6029

March 28, 2014

Victor G. Celentino
Chairperson
Ingham County Board of Commissioners

Via U.S. Mail and email

Dear Chairman Celentino:

We are in receipt of your letter dated March 27, 2014, and are very surprised at Ingham County's abrupt actions regarding the termination of our contract. We received a letter from Willis Bennett, on or about March 24, 2014, indicating what was apparently a one sided review of the contract performance by Superparks. I e-mailed Mr. Bennett and was told he would not be available until Friday, March 28, 2014, to talk or visit with me regarding the conclusory and inaccurate statements in his March 24, 2014 letter. At no time was I informed of or invited to attend any meetings of the County Services Committee regarding the contract or our March 14, 2014 letter. Further, I was at no time informed that the Ingham County Commissioners would be considering the proposed termination on March 25, 2014. If Mr. Bennett, or his staff, would have been forthcoming with this information, I would have been happy to meet with the Committee and the Commissioners. This one-sided communication for Ingham County staff appears to be the cause of concern, not the performance under the contract.

It is important to note that County staff altered the snow making pump in 2013 without consulting any Superparks personnel or myself, by shortening the feeder hose to shallow water and presumably sucked a rock into the pump which damaged the pump's impeller. Mr. Bennett fails to disclose that the damage to the pump and his department's inability to have it repaired prior to the Christmas holidays significantly impeded the ability of Superparks to market an opening day. The time frame provided by the County to Superparks for the time to fix the pump or get a replacement was "10 days to 4 weeks." No marketing expert would advertise such a time span for a park opening. This was not the fault of Superparks, it was directly due to County personnel actions.

Nonetheless, Hawk Island Snow Park enjoyed a 26% increase in visits over 2013 in spite of the late opening. Further, Ingham County failed to pay Superparks timely under the contract,

waiting over 8 weeks after Opening Day to remit its first payment. Such delays made our cash flow difficult and we were forced to utilize other funds to keep our employees paid. I am certain County staff did not tell the Commissioners of this matter, nor provide you with our email documentation of this problem. In 2013 (Opening Day December 26, 2012) Hawk Island had 7,715 visits. In 2014, Opening Day January 11, 2014) we expect at least 9,450 visits. Had the broken pump not caused the Opening day delay, we estimate an additional 2,581 visits, amounting to an estimated $43,000.00 in additional gross revenue- was lost. With the increase in visits and concessions from 2013 to 2014, the gross revenue is up 50% so far with another two months of operations to go. These increases in visitation and revenue were also enhanced by the adjustment in the pricing structure and the high level of product provided at the hill (snowboards, etc.)

Mr. Bennett provided the County Commissioners with an erroneous list of property improvements invested by Superparks at the venue. Our investment into Hawk Island over the past two seasons is significant as set forth below:

BR 350 Snow Cat Groomer Purchase: Price $201,000.00
Equipment 2012-2013; Tools, Rail, Trailer, Racks, Demo Gear: $57,524.00
SMI Pole cats 2013-2014: $45,180.00
Terrain Park Rails 2013-2014: $15,000.00
Superpark Insurance 2012-2013: $11,722.44
Superpark Insurance 2013-2014: $22,915.08
Terrain Park Carpet Lift 2013-2014: $96,380.00 Replacement value is higher due to our relationship with the manufacturer.
Total Superpark Investment 2012-2014 - $449,721.52

The County owns 1 underpowered snow gun which we upgraded with a $6,000 compressor and supplemented the system with 3 additional guns owned by Superparks, LLC. The County has no way of pushing the snow without our customized $200,000.00 grooming machine that allows for building and maintenance of the safe surface. The addition of the carpet was with frustrating delays for sure but was installed and did create a better, safer product as promised.

With regard to banking fees, those should have been deducted regardless. I remind you of last year's end of year report, wherein I noted the County had a misunderstanding on the concessions last year and Superparks has yet to be reimbursed for its miscalculations. Regardless, the bank fees are a justifiable cost in this instance. That amount is owed to Superparks.

The Groupon Program was consistent with last year's program that Superpark and Ingham County agreed upon.

I believe the balance of the information provided by Jeff Deehan was adequate. The actual revenue and visitor performance of Superparks is a tangible measurement and justification for retaining the contract. I understand the County can cancel without cause but I do not believe all

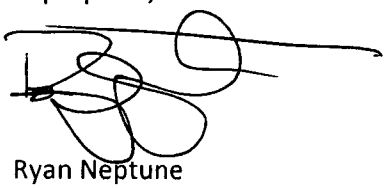
of the facts were present at the time of the decision making which is unfair to the citizens and elected officials of Ingham County. Had you let me know the date of the meeting with the Commissioners I would have attended to provide a balanced review of the season instead of the one sided view provided by County staff.

If the County insists on terminating the contract as set forth in its March 27, 2014 letter, we will provide you with the required back up information for the total investments of $449,721.52 described about. Given the County's swift and one-sided action in terminating the contract, we wanted to provide you with our analysis of our performance and additional factual information for your consideration. In the event the County does not wish to retain the equipment and investments at the park, Gateway will remove the same by the July 1, 2014 deadline outlined in your letter.

I am thankful for the ability to work with Ingham County and would hope to have an opportunity to work out our mutual issues.

Sincerely,

Superparks, LLC



Ryan Neptune
President

cc: Ingham County Commissioners

Victor Celentino -vcelentino@ingham.org
Brian McGrain -bmcgrain@ingham.org
Randy Maiville – rmaiville@ingham.org
Rebecca Gahar-Cook – Rbahar-cook@ingham.org
Sarah Anthony – santhony@ingham.org
Bryan Crenshaw – bcrenshaw@ingham.org
Todd Tennis – commissionertennis@gmail.com
Kara Hope – khope@ingham.org
Penelope Tsernoglou – ptsernoglou@ingham.org
Carol Koenig – ckoenig@ingham.org
Dianne Holman – dholman@ingham.org
Deb Nolan – dnolan@ingham.org
Randy Schafer – CommSchafer@aol.com
Don Vickers – dvickers@ingham.org
Willis Bennett – Wbennett@ingham.org