

CHAIRPERSON
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SARAH ANTHONY

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

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

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE FINANCE COMMITTEE WILL MEET ON WEDNESDAY, NOVEMBER 16, 2016 AT 6:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [November 2, 2016](#) Minutes and Closed Session Minutes

Additions to the Agenda

Limited Public Comment

1. Treasurer's Office
 - a. Resolution to Provide Funding for [Low Income Tax Preparation](#)
 - b. Resolution to Contract with Capital Area Community Services and Legal Services of South Central Michigan to Provide Funding for an [Eviction Diversion Program](#) in the 54A District Court for Certain Tax Delinquent Properties in Lansing
 - c. Resolution to Contract with Capital Area Community Services to Take [Client Referrals](#) from Ingham County Treasurer
 - d. Resolution to Contract with Capital Area Community Services to Provide Funding for [Fuel Assistance](#) Administration
 - e. Discussion Item: Legal Services of South Central Michigan Quarterly Report: July 1, 2016 to September 30, 2016
 - f. Discussion Item: Progress Toward Correcting 2015 Audit Findings
2. Community Agencies - Resolution Authorizing [2017 Agreements](#) for Community Agencies
3. Health Department
 - a. Resolution to Authorize [Amendment #1](#) to the 2016-2017 Comprehensive Agreement with the Michigan Department of Community Health
 - b. Resolution to Authorize Contracts with the Northwest Lansing Healthy Communities Initiative D/B/A Northwest Initiative to Distribute [Urban Redevelopment Funds](#)
 - c. Resolution to Authorize a [Healthiest Cities and Counties Challenge Grant](#) Agreement with the American Public Health Association
 - d. Resolution to Authorize an [Administrative Service](#) Agreement with Blue Cross Blue Shield of Michigan at the Ingham County Jail
 - e. Resolution to Authorize an Agreement with the Michigan Department of [Environmental Quality for FY 2017](#)
 - f. Resolution Authorizing a Two Year [Contract Extension](#) with Alliance Biomedical DBA RS Biomedical, Inc. as Originally Authorized in Resolution #13-353

4. Community Mental Health
 - a. Resolution Authorizing a Contract with the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMH) for [Health Services Millage Eligible Services](#)
 - b. Resolution Authorizing a Contract with the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMH) for [Mental Health Screening Services in the Ingham County Jail to Include On Call Personnel for Weekends and Holidays](#)
5. Department of Health and Human Services - Resolution to Authorize a [Cooperative Cash Match Agreement](#) with Michigan Rehabilitation Services
6. Equalization/Tax Mapping - Resolution to [Amend the 2016 Apportionment Report](#)
7. Facilities - Resolution Awarding a Contract to Centennial Electric, LLC for Exterior Light Poles and LED [Light Fixture Replacement](#) in the Human Services Building Parking Lot
8. Innovation and Technologies - Resolution to Approve the [UPS Replacement Engineering Services](#)
9. Road Department - Resolution to Approve an Okemos Road and Jolly Road Maintenance of Traffic and Signal Timing Professional [Engineering Services](#) Contract with Bergmann Associates, Inc.
10. Human Resources - Resolution Approving [Modifications](#) to the 2016 Managerial and Confidential Employee Personnel Manual
11. Controller/Administrator's Office
 - a. Resolution of Intent to Enter into [Contract of Lease](#) with Ingham County Building Authority; to Authorize Publication of Notice of Intent; and to Declare Intent to Reimburse
 - b. Discussion Item: [Economic Incentive Bid Transparency](#)
 - c. Discussion Item: Pension Update

Announcements
Public Comment
Adjournment

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OR SET TO MUTE OR VIBRATE TO AVOID
DISRUPTION DURING THE MEETING**

The County of Ingham will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days notice to the County of Ingham. Individuals with disabilities requiring auxiliary aids or services should contact the County of Ingham in writing or by calling the following: Ingham County Board of Commissioners, P.O. Box 319, Mason, MI 48854 Phone: (517) 676-7200. A quorum of the Board of Commissioners may be in attendance at this meeting. Meeting information is also available on line at www.ingham.org.

FINANCE COMMITTEE
November 02, 2016
Draft Minutes

Members Present: Bahar-Cook, Anthony, Crenshaw, Schafer, McGrain, Case-Naeyaert, and Tennis

Members Absent: None

Others Present: Deb Fett, Teri Morton, John Dinon, Doug Stover, Travis Parsons, Gordon Love, Cindy Wagner, Loria Sabin, and others

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

Approval of the October 19, 2016 Open and Closed Session Minutes

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. ANTHONY, TO APPROVE THE OPEN AND CLOSED SESSION MINUTES OF THE OCTOBER 19, 2016 FINANCE COMMITTEE MEETING.

THE MOTION CARRIED UNANIMOUSLY. Absent: None.

Additions to the Agenda

10. Controller/Administrator's Office
 - b. Resolution Honoring MacDonal Broadcasting for Providing the Ingham Academy Thanksgiving Luncheon

Removed from the Agenda

5. Health Department - Resolution Authorizing an Agreement with Volunteers of America Michigan to Provide Dental Services for Poor and Uninsured Individuals Who Reside in Ingham County
11. Human Resources
 - a. Resolution Approving Modifications to the 2016 Managerial and Confidential Employee Personnel Manual

Limited Public Comment

None.

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

1. Sheriff's Office
 - a. Resolution to Allow the Ingham County Sheriff's Office to Enter into an Interlocal Agreement with the City of Lansing and City of East Lansing for the 2016 Local JAG Grant
 - b. Resolution to Enter into a Contract with West Shore Services Inc. for the Purpose of Adding and Upgrading Outdoor Warning Sirens in Ingham County
 - c. Resolution Authorizing Termination of the Support and Maintenance Agreement with Advanced Public Safety, Inc.
 - d. Resolution to Purchase from LexisNexis E-Citation Programming, Michigan UD-10 Crash Reporting and Diagramming and a One Year E-Citation Annual Maintenance Program

2. 9-1-1 Center - Resolution Authorizing Purchase of Equipment and Services for an Additional Workstation in the Ingham County 9-1-1 Center

6. Innovation and Technologies
 - a. Resolution to Approve the UPS Replacement Bid from Hi-Tech System Service, Inc.
 - b. Resolution to Approve Purchase of Training from Security Mentor

7. Road Department
 - a. Resolution Authorizing the Purchase of 2016/2017 Seasonal Requirement of Liquid De-Icer Corrosion Inhibited Solution for the Ingham County Road Department
 - b. Resolution to Approve Purchase of New Fire Alarm Communication Panel and Monitoring Service for the Ingham County Road Department

8. Potter Park Zoo - Resolution Authorizing Acceptance of a Donation from and to Enter into a Contract with the Lansing Lions Club for the Addition of a Waterfall to the Lions Club Sensory Garden at Potter Park Zoo

10. Controller/Administrator's Office
 - a. Resolution Authorizing Third Quarter Adjustments to the 2016 Ingham County Budget
 - b. Resolution Honoring MacDonald Broadcasting for Providing the Ingham Academy Thanksgiving Luncheon

THE MOTION CARRIED UNANIMOUSLY. Absent: None.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: None.

Please note Agenda Items No. 3 and No. 4 were not discussed during the committee meeting, but are listed below for completeness of the minutes.

3. Financial Services - Informational Item: Response and Update to the Audit Comment 2015-002 Regarding the Capitalization of Drain Assets

4. Medical Care Facility - Informational Item: Background and Response to 2015 Financial Statement Audit Finding (Reference Number 2015-005)

9. Animal Control – Resolution to Reorganize and Expand Ingham County Animal Control Staff

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. ANTHONY, TO APPROVE THE RESOLUTION TO REORGANIZE AND EXPAND INGHAM COUNTY ANIMAL CONTROL STAFF.

Commissioner McGrain asked for an overview regarding the proposal.

John Dinon, Animal Control Director, stated that the original millage proposal was returned from the Board with a lower approved monetary amount and with recommendations to enhance only the Customer Service and Animal Care portions. He further stated that the Board had recommended adding three and a half Redemption Clerks and one of those had changed to managerial position because the Volunteer Coordinator resigned and the position had accumulated more responsibilities than one person could handle.

Commissioner McGrain asked for an update regarding staff numbers.

Mr. Dinon stated they were currently at twenty employees with nineteen being full-time. He further stated that two half time positions would become full time as well. Mr. Dinon further stated that four full-time employees would be added including three in Customer Service and one in Animal Care.

Commissioner McGrain asked if Mr. Dinon felt this would be sufficient staffing.

Mr. Dinon stated that progress was being made, but not to the point where he was completely satisfied.

Commissioner McGrain asked if additional funding, possibly made available at a later time, would fit into the framework for enhancements.

Mr. Dinon stated, yes, and that he would first like to reinstate 24/7 On-Call coverage for Animal Control Officers.

Discussion.

Commissioner McGrain asked if any part of this was contingent on additional fundraising.

Mr. Dinon said that the manager position that was created had a higher salary than what was originally proposed. He further stated that the manager position had significant fundraising responsibilities and that if there was a gap in the funding it would quickly be reconciled.

Discussion.

Commissioner Anthony thanked Mr. Dinon for putting together the resolution. She asked that he put together additional materials for press releases and update the webpage with more information regarding the changes to help the public understand how the millage money was being utilized.

Mr. Dinon stated that the plan was to go to six day per week operation in the spring and that there would be additional coverage regarding that change.

Discussion.

Commissioner Schafer stated that he was disappointed that there was not going to be more expansion in the area of enforcement. He further stated that he had issues with the unknown costs. Commissioner Schafer further stated that he would be voting against the resolution.

Mr. Dinon stated that he agreed with Commissioner Schafer on his comments regarding enforcement expansion. He further stated that the Controller's Office made it very clear that the budget was not to be exceeded.

Commissioner Schafer stated that he did not feel comfortable adding employees until the building was built to standards and the actual cost was known.

THE MOTION CARRIED. **Yeas:** Bahar-Cook, Tennis, McGrain, Crenshaw, Anthony, Case-Naeyaert. **Nays:** Schafer. **Absent:** None.

11. Human Resources

b. Claim Settlement Discussion with County Attorney (*Closed Session*)

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. TENNIS, TO MOVE THE MEETING INTO CLOSED SESSION AT 6:15 P.M. FOR THE PURPOSE OF DISCUSSING THE CLAIM SETTLEMENT.

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

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. SCHAFFER, TO MOVE THE MEETING BACK INTO OPEN SESSION AT 6:42 P.M.

THE MOTION CARRIED UNANIMOUSLY. Absent: None.

MOVED BY COMM. SCHAFFER, SUPPORTED BY COMM. ANTHONY, TO APPROVE REDEMPTION OF ALL LIABILITY IN THE BRIAN WESTON WORKER'S COMP CLAIM IN THE AMOUNT NEGOTIATED BY THE COUNTY ATTORNEY.

THE MOTION CARRIED UNANIMOUSLY. Absent: None.

Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 6:44 p.m.

NOVEMBER 16, 2016 FINANCE AGENDA STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

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

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

This resolution authorizes the use of \$12,500 from the Delinquent Tax Administration Fund for the purpose of assisting with a Volunteer Income Tax Assistance (VITA) income tax preparation program for low and moderate income citizens in 2017.

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

This resolution approves community agency funding for 2017. Each application was evaluated making the "meeting basic needs" criteria a priority as approved in Board of Commissioners Resolution #16-235. For 2017, Thirty (30) applications were received, requesting a total of \$342,512; and \$220,000 is included in the 2017 Budget for community agency funding. Every returning agency is recommended for funding at what they asked for, or what they received last year, with the exception of the new agencies, all of whom receive some level of funding, even if it is not the full request.

3a. Health Department – Resolution to Authorize Amendment #1 to the 2016-2017 Comprehensive Agreement with the Michigan Department of Community Health

This resolution authorizes amendment #1 to the 2016-2017 Comprehensive Agreement with the Michigan Department of Community Health. This amendment will increase the agreement for Comprehensive Local Health Services from \$5,202,635 to \$5,256,609, an increase of \$53,974.

The amendment makes the following specific changes in the budget:

Michigan Colorectal Cancer Screening Program: \$6,375.00 - new funding
Tobacco Use Reduction in People with HIV/AIDS: \$57,386.00 – new funding
Public Health Emergency Preparedness (PHEP): increase of \$10,213 from \$118,633 to \$128,846
Nurse Family Partnership Services: decrease of \$20,000 from \$505,300 to \$485,300

3b. Health Department – Resolution to Authorize Contracts with the Northwest Lansing Healthy Communities Initiative D/B/A Northwest Initiative to Distribute Urban Redevelopment Funds

This resolution allocates the 2016 Urban Redevelopment grant in the amount of \$30,000 for the Northwest Lansing Healthy Communities Initiative (Northwest Initiative) and \$5,000 to Public Policy Associates (PPA) to provide evaluation of the project. These funds were included in ICHD's annual budget.

3c. Health Department – Resolution to Authorize a Healthiest Cities and Counties Challenge Grant Agreement with the American Public Health Association

This resolution authorizes an agreement with the American Public Health Association (APHA) from October 1, 2016 through September 30, 2018 to accept the \$10,000 Healthiest Cities and Counties Challenge award.

3d. Health Department – Resolution to Authorize an Administrative Service Agreement with Blue Cross Blue Shield of Michigan at the Ingham County Jail

This resolution approves the Schedule A addendum to the Blue Cross Blue Shield of Michigan Administrative Service agreement for the period of December 1, 2016 through November 30, 2017. The \$6.00 administrative fee per contract per month if stop-loss coverage is obtained from a third party stop-loss vendor has been eliminated from this year's agreement as it has been determined that it is not applicable.

3e. Health Department – Resolution to Authorize an Agreement with the Michigan Department of Environmental Quality for FY 2017

This resolution a contract with MDEQ for the Health Department to conduct environmental monitoring and inspections of MDEQ Non-Community programs. The proposed agreement for FY 2017 includes the following services and funding totaling up to \$30,855.00, allocated as follows:

- Non-Community Public Water Supply Program – up to \$24,535
- Drinking Water Long-Term Monitoring – up to \$700
- Public Swimming Pools – up to \$5,370
- Campground Requirements – up to \$250

3f. Health Department – Resolution Authorizing a Two Year Contract Extension with Alliance Biomedical DBA RS Biomedical, Inc. as Originally Authorized in Resolution #13-353

This resolution extends an existing agreement with RS Biomedical for two years through September 30, 2018. RS Biomedical, Inc. will continue to provide the preventative maintenance, corrective maintenance, and emergency repairs on ICHD's biomedical equipment at the rate of \$21.50 per piece plus corrective maintenance at \$95 per hour and an emergency repair hourly rate of \$150, in additional to performing an initial inspection of all newly purchased biomedical equipment and any existing equipment not included in the original contract inventory sheet.

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

This resolution authorizes a contract not to exceed \$1,254,835 with CMH for health millage eligible services provided for the period of October 1, 2016 through September 30, 2017. A complete proposal detailing the services to be provided is included in the agenda packet.

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

This resolution authorizes continuation of current on call weekend and holiday Mental Health Screening services (known as the CATS Program) in the Ingham County Jail (ICJ). The cost for this coverage is \$30,632, and is included in the 2017 budget.

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

This resolution authorizes Ingham County to act as the fiduciary pass-through agency in a cash match agreement with Michigan Rehabilitation Services (MRS) to provide vocational guidance and counseling, employment related training and transportation, and placement supports to individuals with disabilities who are eligible for MRS services. Match funding is provided by Peckham, Inc. This agreement is similar to other agreements the Board of Commissioners going back to 2008, whereby Ingham County replaced the Ingham County Department of Human Services in this role, because the prior arrangement came under scrutiny because match dollars may not be federal, and the agreement between two state agencies raised that concern. The agreement will not exceed \$444,444 (\$120,000 local match). The agreement with Michigan Rehabilitation Services will be for the time period of October 1, 2016 through September 30, 2017.

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

Election results make it necessary to amend the 2016 Apportionment Report originally approved by Resolution #16-420. This resolution will approve the millages to be apportioned and spread on taxable valuations of real and personal property within the county, as required by State Law.

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

The Facilities Department seeks to replace ten 25-foot-long parking lot light poles, two 39-foot-round tapered steel light poles and twelve LED light fixtures that have deteriorated over time to the point of causing a safety hazard. Wolverine Engineers & Surveyors, Inc. was hired to perform preliminary design and construction services and based on reference checks and bid amount, they have recommended Centennial Electric, LLC for replacements. The Facilities Director recommends approval of an agreement with Centennial Electric, LLC to replace the light poles and fixtures at a cost not to exceed \$52,475.

8. Innovation and Technology – Resolution to Approve the UPS Replacement Engineering Services

Ingham County currently has a large uninterruptible power supply (UPS) device controlling the electrical for our main data center. This device ensures our infrastructure remains operational should a power failure occur until the generator power kicks in, while also providing consistent filtered power. Although batteries have been replaced, over time they will completely fail and be unable to recover. To prevent that total breakdown, the Chief Information Officer recommends replacement while there is no crisis. To accomplish this, a resolution is offered to recommend approval of a contract with MacMillan & Associates for engineering services to replace the UPS at a cost not to exceed \$9,000.

9. Road Department – Resolution to Approve an Okemos Road and Jolly Road Maintenance of Traffic and Signal Timing Professional Engineering Services Contract with Bergmann Associates, Inc.

The Road Department received state and federal funding to reconstruct the Okemos Road and Jolly Road intersection as Phase 2 of the Jackson National Life Insurance (JNL) road improvement project. Preliminary maintenance of traffic scoping suggests that during reconstruction, left turn movements will need to be restricted or eliminated at the Okemos Road and Jolly Road intersection. Consulting services are needed to model and design this complex maintenance of traffic plan as well as temporary and permanent signal timing. The Road Department recommends entering into a professional services contract with Bergmann Associates, Inc. to provide this service at a cost not to exceed \$39,750.

10. Human Resources – Resolution Approving Modifications to the 2016 Managerial and Confidential Employee Personnel Manual

The County Services Committee reviewed and discussed the current language in the Managerial and Confidential Employee Personnel Manual specifically regarding Section k, Severance Pay. The Committee explored the historical language and process changes that have taken place since the inception of the employee manual in 1982. Proposed modifications reintroduce an authorization process by the County Services Committee for the initial provision of up to six months of severance for reasons other than layoff and maintained the approval by Committee of any extension thereof. Proposed changes clearly establish the requirements for execution to include a release and waiver agreement, approved by Corporation Counsel, signed by the affected employee and the Chairperson of the Board of Commissioners. A representative from Corporation Counsel will be available to address these questions.

11a. Controller/Administrator's Office – Resolution of Intent to Enter into Contract of Lease with Ingham County Building Authority; to Authorize Publication of Notice of Intent; and to Declare Intent to Reimburse

The Community Mental Health Authority of Clinton-Eaton-Ingham Counties ("CMH") has petitioned the County to renovate, construct, furnish, equip, and improve the existing Community Mental Health Building and to acquire, construct, furnish, and equip an approximately 42,000 square foot addition thereto, together with associated parking. The Building Authority is authorized to renovate, construct, furnish and equip the project on behalf of the County, to finance the cost of the project by the issuance of bonds and to lease the Project to the County. To accomplish this the Building Authority proposes that the County enter into the Lease with the Authority for the renovation and construction of the project. The Lease and the Bonds issued to finance the project will contain the terms and conditions as finally approved by the County and the Authority.

OTHER ITEMS:

1. Treasurer's Office –
 - b. Resolution to Contract with Capital Area Community Services and Legal Services of South Central Michigan to Provide Funding for an Eviction Diversion Program in the 54A District for Certain Tax Delinquent Properties in Lansing
 - c. Resolution to Contract with Capital Area Community Services to Take Client Referrals from Ingham County Treasurer
 - d. Resolution to Contract with Capital Area Community Services to Provide Funding for Fuel Assistance Administration

The general purpose of the Delinquent Tax Revolving Fund (DTRF) is to simplify the administration of delinquent real property taxes by developing and concentrating the collection process in County government. County Treasurers are designated as agents for administering the DTRF. Counties having a DTRF are directed to pay all due and payable delinquent taxes to the county, municipalities and school districts. These repayments are due within 20 days after sufficient funds are deposited in the DTRF (VerBurg, 2007).

State statute (MCL 211.87b) permits the Board of Commissioners to “transfer any surplus funds” in the DTRF to the general fund. Because of the potential for disagreement between the Treasurer and Board of Commissioners over use of DTRF monies, it is best to establish a policy governing use of these funds. The key feature of such a policy would be a common understanding of the amount of reserve funds needed to enable the DTRF to function effectively from year to year (VerBurg, 2007). The DTRF balance September 30, 2016 was \$646,055.

The Controller recommends the Committee postpone consideration of agenda items 2b, 2c and 2d pending creation of a policy governing use of DTRF. In the meantime, all three proposals could be submitted for consideration with other community agency fund requests.

DISCUSSION ITEMS:

1e. Treasurer's Office – Legal Services of South Central Michigan Quarterly Report: July 1, 2016 to September 30, 2016

1f. Treasurer's Office – Progress Toward Correcting 2015 Audit Findings

11b. Controller/Administrator's Office – Economic Incentive Bid Transparency

At the August 16 County Services Committee meeting, Chairperson Nolan requested the Controller's Office draft a Bidding Policy for review. The purpose of this policy is to promote fairness in bidding on projects that receive economic incentives by ensuring transparency in distribution, opening and awarding of bids. Any construction work included in the responsibilities of a general contractor or construction management firm is not excluded from the policy and any contract at or below \$10,000 would not be subject to the policy. A draft policy is presented for discussion by the Committee.

11c. Controller/Administrator's Office – Pension Update

Agenda Item 1a

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO PROVIDE FUNDING FOR LOW INCOME TAX PREPARATION

WHEREAS, the Asset Independence Coalition (AIC), under the umbrella of the Power of We Consortium (Ingham County Human Services Collaborative), coordinates a Volunteer Income Tax Assistance (VITA) income tax preparation program for low and moderate income citizens; and

WHEREAS, the group has successfully assisted thousands of low and moderate income taxpayers and helped achieve refunds over several million dollars, including substantial amounts from the Earned Income Tax Credit; and

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

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

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

THEREFORE BE IT RESOLVED, that the County Board of Commissioners authorizes funding for the AIC's VITA coordination efforts in 2017 of \$12,500 from the Delinquent Tax Administration fund (516-25601).

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

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

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO CONTRACT WITH CAPITAL AREA COMMUNITY SERVICES AND
LEGAL SERVICES OF SOUTH CENTRAL MICHIGAN TO PROVIDE FUNDING FOR
AN EVICTION DIVERSION PROGRAM IN THE 54A DISTRICT COURT FOR
CERTAIN TAX DELINQUENT PROPERTIES IN LANSING**

WHEREAS, Ingham County and its residents in Lansing have been especially hit hard by the housing & economic crisis; and

WHEREAS, there are a number of properties impacted by tax foreclosure as a result of non-payment of rent by the tenant occupants; and

WHEREAS, the Ingham County Treasurer continuously works to improve the outcome for families facing the negative impact of poverty and tax foreclosure through financial education, counseling and connections to the Social Services safety net; and

WHEREAS, the Department of Health and Human Services (DHHS), Legal Services of South Central Michigan(LSSCM) and Capital Area Community Services (CACS) have a track record of helping tenants avoid eviction and the negative impacts on the families and properties; and

WHEREAS, the eviction diversion program has been running in the 55th District Court in Mason, but not in Lansing which experiences five times the incidence of eviction; and

WHEREAS, the Treasurer's Office has witnessed the value of collaborative efforts between DHHS, LSCCM and CACS to tax delinquent property owners and renters throughout Ingham County as it concerns the prevention of tax foreclosure; and

WHEREAS, eviction diversion efforts can be linked with consumer protection efforts for predatory Land Contracts to better understand the rental and land contract situation in Lansing; and

WHEREAS, a program in the 54A District Court would stabilize tenant and the landlord financial standing by linking efforts to Financial Literacy and also lessen the incidence of tax foreclosure and eviction.

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

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO CONTRACT WITH CAPITAL AREA COMMUNITY SERVICES TO TAKE CLIENT REFERRALS FROM INGHAM COUNTY TREASURER

WHEREAS, Ingham County and its residents have been hit hard by the housing & economic crisis; and

WHEREAS, property tax forfeiture and foreclosure continues to impact historically high numbers of households across the county; and

WHEREAS, the Ingham County Treasurer continuously works to improve the outcome for families facing the negative impact of tax foreclosure through financial education, counseling and connections to Social Services Agencies; and

WHEREAS, the Financial Literacy Program through professional counseling staff at Capital Area Community Services has implemented the one-on-one service delivery counseling; and

WHEREAS, in 2016 these efforts helped a number of clients achieve improved credit, debt reduction and savings increases and are now able to remain in their homes; and

WHEREAS, the Treasurer's Office has witnessed the value of the Financial Literacy & Empowerment and can help more people with dedicated staff to reach tax delinquent property owners throughout Ingham County; and

WHEREAS, without the foreclosure prevention funding the Capital Area Community Services would not be able to deliver these proven results.

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

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

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO CONTRACT WITH CAPITAL AREA COMMUNITY SERVICES TO PROVIDE FUNDING FOR FUEL ASSISTANCE ADMINISTRATION

WHEREAS, Ingham County and its residents have been hit hard by the housing & economic crisis; and

WHEREAS, metered and deliverable fuel assistance funded through the Michigan Energy Assistance Program helps almost 500 Lansing and rural Ingham residents equally; and

WHEREAS, the Ingham County Treasurer continuously works to improve the outcome for families facing the negative impact of poverty and tax foreclosure through financial education, counseling and connections to the Social Services safety net; and

WHEREAS, the Fuel Assistance Program through professional staff at Capital Area Community Services (CACS) has increased in complexity and faces current year severe funding cutback by the State of Michigan for staff; and

WHEREAS, in Fiscal Year 2015 the efforts of CACS helped 477 households allowing low income citizens to remain comfortable in their homes; and

WHEREAS, the Treasurer's Office has witnessed the value of the layered services through CACS and is looking for its staff to coordinate fuel assistance and financial literacy outreach to tax delinquent property owners and renters throughout Ingham County; and

WHEREAS, this fuel assistance staffing crisis will demand programmatic changes in future years to make the program sustainable and this funding will provide the flexibility to find a way forward without limiting the fuel assistance to Ingham County Citizens.

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

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

MEMORANDUM

TO: Human Services and Finance Committees
FROM: Jared Cypher, Deputy Controller
DATE: October 19, 2016
SUBJECT: Resolution Authorizing 2017 Agreements for Community Agencies

For the meeting agendas of November 7 and November 16

BACKGROUND

Attached is the resolution approving community agency funding for FY 2017. Each application was evaluated making the “meeting basic needs” criteria a priority as approved in Board of Commissioners resolution #16-235.

ALTERNATIVES

N/A

FINANCIAL IMPACT

For 2017, Thirty (30) applications were received, requesting a total of \$342,512; and \$220,000 is included in the 2017 Budget for community agency funding. Every returning agency is recommended for funding at what they asked for, or what they received last year, with the exception of the new agencies, all of whom receive some level of funding, even if it is not the full request.

Binders containing the applications of each agency have been previously distributed to you. Please bring those with you to the meeting, as they will provide helpful information for your discussions.

OTHER CONSIDERATIONS

N/A.

RECOMMENDATION

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

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING 2017 AGREEMENTS FOR COMMUNITY AGENCIES

WHEREAS, the 2017 Ingham County Budget has been approved by the Board of Commissioners; and

WHEREAS, under the Community Agency Program a number of agencies have been allocated funds to provide important services that are consistent with the County's Strategic Planning objective to Ingham County residents; and

WHEREAS, the 2017 budget includes \$220,000 allocated for community agencies; and

WHEREAS, the Controller/Administrator has provided recommended funding levels for each agency that were determined using the criteria set forth in Resolution #16-235.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby directs the County Attorney to draft contracts for the period of January 1, 2017 through December 31, 2017, in the amount specified for each community agency listed on the attached, for the services to Ingham County residents previously approved by the Human Services and Finance Committees.

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

ORGANIZATION	SCOPE	2016 AMT. RECEIVED	2017 REQUEST	2017 CONTROLLER RECOMMENDED	2017 HUMAN SERVICES RECOMMENDED	2017 FINANCE RECOMMENDED
Advent House Ministries, Inc.	Weekend Day Shelter	\$10,000	\$15,000	\$10,000	\$10,000	
Boys & Girls Club of Lansing	Food Program for youth	\$5,200	\$5,200	\$5,200	\$5,200	
Capital Area Community Services, Inc.	Low Income Heating Assistance Low Income Shelter/Housing Assistance	\$8,500	\$10,000	\$8,500	\$8,500	
Capital Area Literacy Coalition	Literacy Services for Adults and Children	\$1,300				
Capital Area United Way Capital College Access Network	College Ambassador and Advising	\$9,750	\$15,000	\$9,750	\$9,750	
Cristo Rey Community Center Community Kitchen	Prescription Assistance Program	\$4,250	\$4,250	\$4,250	\$4,250	
Cristo Rey Community Center Prescription Assistance	The Community Kitchen provides access to fresh food (warm breakfast and sack lunch) every Monday through Friday for food insecure and vulnerable populations in Ingham County	\$6,750	\$9,000	\$6,750	\$6,750	
Cristo Rey Community Center Direct Assistance Food Pantry Program	Direct Assistance Food Pantry Program	\$9,000	\$9,000	\$9,000	\$9,000	
Edgewood Village Non-Profit Housing Corp	2016 - AmeriCorps Stipend	\$2,700	\$3,700	\$2,700	\$2,700	

ORGANIZATION	SCOPE	2016 AMT. RECEIVED	2017 REQUEST	2017 CONTROLLER RECOMMENDED	2017 HUMAN SERVICES RECOMMENDED	2017 FINANCE RECOMMENDED
EVE, Inc.	Shelter and Support Svs. For Victims of Domestic Violence	\$15,500	\$16,500	\$15,500	\$15,500	
Gateway Community Services - Child & Family Services	Crossroads Transitional Living Program for Youth	\$15,300	\$15,300	\$15,300	\$15,300	
Greater Lansing Food Bank	Community Gardening and Fresh Food Access	\$11,000	\$20,000	\$11,000	\$11,000	
Greater Lansing Housing Coalition - Tuesday Toolmen	Supportive Apartment Program for families. Provides permanent supportive housing in an 18 Unit Family Owned by GLHC	\$3,800	\$10,862	\$3,800	\$3,800	
Greater Lansing Housing Coalition - Ballentine	Completes small home maintenance and repair jobs for low-income homeowners who are senior citizens or persons with disabilities in Ingham, Eaton, and Clinton counties	\$7,500	\$10,000	\$7,500	\$7,500	
Hosanna House of Michigan - NEW 2016	Emergency Shelter for Families	N/A	\$22,000	\$4,000	\$4,000	
Haven House	Provides housing for youths leaving Foster Care	\$13,000	\$20,000	\$13,000	\$13,000	
Lansing Area Aids Network	HIV Continuum of Care Basic Needs Assistance	\$5,000	\$5,000	\$5,000	\$5,000	
Leslie Outreach, Inc.	Food Pantry & Low Income Assistance	\$1,300	\$1,300	\$1,300	\$1,300	
Listening Ear	Crisis Intervention for Mental Health issues	\$2,000	\$3,000	\$2,000	\$2,000	
MSU Safe Place	Shelter , Advocacy and Support for Domestic Violence Survivors	\$12,900	\$12,900	\$12,900	\$12,900	
National Council on Alcoholism/Lansing Regional Area, Inc.	Housing with Supportive Svs. For Homeless Ingham County Males	\$12,000	\$24,000	\$12,000	\$12,000	

ORGANIZATION	SCOPE	2016 AMT. RECEIVED	2017 REQUEST	2017 CONTROLLER RECOMMENDED	2017 HUMAN SERVICES RECOMMENDED	2017 FINANCE RECOMMENDED
Northwest Initiative / dba Northwest Lansing Healthy Communities	ARRO Ex-Officer Assistance Program	\$7,250				
Oasis Family Center	Monitoring Monitors - Provides svcs. For children & families to experience safe exchanges and supervised parenting times - Most cases are referred by the Courts	\$10,000				
Refugee Development Center	Bridges: Basic Needs to Self Sufficiency	\$8,000	\$15,000	\$8,000	\$8,000	
RSVP	Adult Respite Svcs. & Capital Area Interfaith Respite working together to address the respite needs of those who take care of individuals that require special attention such as adults with disabilities with chronic illnesses while providing companionship and socialization for individuals	\$5,000	\$5,000	\$5,000	\$5,000	
Rural Family Services of Ingham County	Coalition of Food Banks - Clothing and Housing Assistance	\$14,000	\$14,000	\$14,000	\$14,000	
Southside Community Coalition	South Side Community Basic Needs	\$6,000	\$6,000	\$6,000	\$6,000	

ORGANIZATION	SCOPE	2016 AMT. RECEIVED	2017 REQUEST	2017 CONTROLLER RECOMMENDED	2017 HUMAN SERVICES RECOMMENDED	2017 FINANCE RECOMMENDED
Southside Community Kitchen	Feeding the Hungry	\$2,000				
St. Vincent Catholic Charities - NEW 2016	Provides one month rent to refugee families	N/A	\$20,000	\$4,000	\$4,000	
Stockbridge Community Outreach	Food Pantry, Transportation, & Prescriptions	N/A	\$6,000	\$4,550	\$4,550	
Tri-County Office on Aging - NEW 2016	24-hour emergency response program the provides assistance to seniors experiencing crisis that impacts basic needs including food, eviction, unsafe living conditions, and/or abuse/neglect issues	N/A	\$10,000	\$4,000	\$4,000	
WAI-IAM - Recovery Community	Provides housing, including utilities and household supplies for those participating in Ingham County based rehabilitation	\$10,000	\$20,000	\$10,000	\$10,000	
WAI-IAM Care Unit - NEW	Provides housing, including utilities and household supplies for those who have chosen to stop drug/alcohol use or have relapsed and need a safe place before re-entering the program	N/A	\$10,000	\$4,000	\$4,000	
YMCA Westside Community	"Y" Achievers Program	\$1,000	\$4,500	\$1,000	\$1,000	

Total Amount

\$220,000

\$342,512

\$220,000

\$220,000

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, Health Officer
DATE: October 20, 2016
SUBJECT: FY 17 Comprehensive Agreement Amendment #1
For the meeting agenda of November 22, 2016

BACKGROUND

The Ingham County Health Department (ICHHD) currently receives funding from the Michigan Department of Health and Human Services (MDHHS) via the Comprehensive Agreement. The Comprehensive Agreement is the annual process whereby the MDHHS transmits State and Federal Funds to Ingham County to support public health programs. The Board of Commissioners authorized the 2016-2017 Agreement in Resolution #16-339.

ALTERNATIVES

There are no viable alternatives for this project

FINANCIAL IMPACT

The financial impact of this amendment will increase the agreement for Comprehensive Local Health Services from \$5,202,635 to \$5,256,609, an increase of \$53,974. The amendment makes the following specific changes in the budget:

Michigan Colorectal Cancer Screening Program: \$6,375.00 - new funding
Tobacco Use Reduction in People with HIV/AIDS: \$57,386.00 – new funding
Public Health Emergency Preparedness (PHEP): increase of \$10,213 from \$118,633 to \$128,846
Nurse Family Partnership Services: decrease of \$20,000 from \$505,300 to \$485,300

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support Amendment # 1 with Michigan Department of Health & Human Services (MDHSS).

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AMENDMENT #1 TO THE 2016-2017 COMPREHENSIVE AGREEMENT WITH THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH

WHEREAS, the responsibility for protecting the health of the public is a shared responsibility between the State and County governments in Michigan; and

WHEREAS, the Michigan Department of Health & Human Services (MDHHS) and local health departments enter into contracts to clarify the role and responsibility of each party in protecting public health; and

WHEREAS, the MDHHS and Ingham County have entered into a 2016-2017 Agreement authorized in Resolution #16-339; and

WHEREAS, the MDHHS has proposed amendment #1 to the current Agreement to adjust grant funding levels and clarify Agreement procedures; and

WHEREAS, the Health Officer has recommended that the Board of Commissioners authorize the Amendment.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Amendment #1 to the 2016-2017 Comprehensive Agreement with the Michigan Department of Health & Human Services (MDHHS).

BE IT FURTHER RESOLVED, that the total amount of Comprehensive Agreement funding shall increase from \$5,202,635 to \$5,256,609, an increase of \$53,974.

BE IT FURTHER RESOLVED, that the increase consists of the following specific changes to program budgets:

- Michigan Colorectal Cancer Screening Program: \$6,375.00 - new funding
- Tobacco Use Reduction in People with HIV/AIDS: \$57,386.00 – new funding
- Public Health Emergency Preparedness (PHEP): increase of \$10,213 from \$118,633 to \$128,846
- Nurse Family Partnership Services: decrease of \$20,000 from \$505,300 to \$485,300

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

BE IT FURTHER RESOLVED, that the Health Officer, Linda S. Vail, MPA, Health Officer is authorized to submit Amendment #1 of the 2016-2017 Comprehensive Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: October 26, 2016
SUBJECT: Authorization to establish a contract to distribute Urban Redevelopment Funds
For the meeting agenda of November 22, 2016

BACKGROUND

The Ingham County Health Department (ICHD), in partnership with the Power of We Consortium (PWC), has been responsible for carrying out efforts in support of the County's priority to "Promote Environmental Protection and Smart Growth." Specifically, ICHD and PWC have established a mechanism to allocate the Urban Redevelopment grant in the amount of \$30,000 for the Northwest Lansing Healthy Communities Initiative (Northwest Initiative) and \$5,000 to Public Policy Associates (PPA) to provide evaluation of the project. These funds were included in ICHD's annual budget.

Access to fresh healthy food continues to be a major concern in many Lansing neighborhoods. ICHD has identified six large food desert areas where people have limited access to fresh healthy foods via a full service grocery store within 3-5 miles of their home. About 56% of the residents that live in the food desert areas are low income. Northwest Initiative is aware that limited access to fresh healthy foods is a known factor that leads to poor health outcomes. These same food desert areas have shown alarmingly high rates of diabetes, hypertension and childhood obesity.

Northwest Initiative has been working with residents and others to improve the overall health of our neighborhoods including improved access to fresh healthy foods for the past sixteen years. The Urban Redevelopment grant dollars will be used to hire a Market Program Coordinator, purchase and equip a Fruit & Veggie Truck, acquire insurance and registration, and hire a contractor for the design/artwork of the vehicle.

ALTERNATIVES

There are no other alternatives.

FINANCIAL IMPACT

The \$35,000 Urban Redevelopment Grant is included in ICHD's annual budget.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to establish contracts between ICHD and Northwest Initiative, in the amount of \$30,000 and with PPA for the amount of \$5,000 for evaluation for the term of November 1, 2016 through September 30, 2017.

Introduced by the Human Services and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE CONTRACTS WITH THE NORTHWEST LANSING HEALTHY COMMUNITIES INITIATIVE D/B/A NORTHWEST INITIATIVE TO DISTRIBUTE URBAN REDEVELOPMENT FUNDS

WHEREAS, the Ingham County Health Department (ICHD) is responsible for implementing activities that support the County priority to “Promote Environmental Protection and Smart Growth”; and

WHEREAS, a county allocation in the amount of \$35,000 from the Board of Commissioners is intended to expand or enhance opportunities for urban redevelopment through engagement and mobilization of residents; and

WHEREAS, the purpose of the funds are to strengthen urban cores, revitalize Lansing’s neighborhoods, and curb resident movement into less developed areas, thereby preserving open land and reducing long-term negative impacts on our ecosystem; and ICHD, in partnership with the Power of We Consortium (PWC), has determined that greater impact can be made with the 2016 grant funds by allocating the aforementioned amount to this organization to extend its initiatives; and

WHEREAS, after a competitive RFP process in 2016, it is recommended that the Urban Redevelopment grant be awarded to the Northwest Lansing Healthy Communities Initiative (Northwest Initiative) in the amount of \$30,000; and

WHEREAS, ICHD will contract with Public Policy Associates (PPA) for the remaining \$5,000 of the grant funds, to provide assistance and guidance to Northwest Initiative throughout the duration of the project and provide an evaluation and a project report; and

WHEREAS, the 2016 Urban Redevelopment grant will be utilized to reduce physical inactivity by improving access to opportunities for chronic disease prevention, risk reduction, and disease management.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes a contract with the Northwest Initiative in the amount of \$30,000 for the period of November 1, 2016 to September 30, 2017.

BE IT FURTHER RESOLVED, that the Board of Commissioner’s authorizes a contract with PPA for the Urban Redevelopment grant’s project evaluation in the amount of \$5,000 for the period of November 1, 2016 to September 30, 2017.

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

TO: Board of Commissioners Human Services & Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: October 28, 2016
SUBJECT: APHA Healthiest Cities and Counties Challenge
For the meeting agenda of November 22, 2016

BACKGROUND

The American Public Health Association (APHA), the Aetna Foundation, and the National Association of Counties released a request for proposals for a multiyear program, the Healthiest Cities and Counties Challenge, designed to encourage partnerships in support of a positive health change. Awards are provided to counties that have identified a challenge in their community and are able to show measurable change by working with partners across different sectors to implement health innovations and data-driven solutions. The Ingham County Health Department (ICHD) submitted a proposal which was accepted; ICHD will receive a \$10,000 community seed award.

ICHD plans to partner with Housing and Urban Development (HUD) to help prepare HUD housing to be smoke-free. ICHD will assist HUD in creating an environment that promotes health by identifying Health Action Teams who implement health and wellness programs within HUD communities. ICHD will also create an implementation guide for local housing to accompany the smoke-free housing policy.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

Costs associated with this project will be covered by the \$10,000 community seed grant awarded by APHA.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing an agreement with APHA from October 1, 2016 through September 30, 2018 to accept the \$10,000 Healthiest Cities and Counties Challenge award.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A HEALTHIEST CITIES AND COUNTIES CHALLENGE
GRANT AGREEMENT WITH THE AMERICAN PUBLIC HEALTH ASSOCIATION**

WHEREAS, the American Public Health Association (APHA), the Aetna Foundation, and the National Association of Counties released a request for proposals for a multiyear program, the Healthiest Cities and Counties Challenge, designed to encourage partnerships in support of a positive health change; and

WHEREAS, awards are provided to counties that have identified a challenge in their community and are able to show measurable change by working with partners across different sectors to implement health innovations and data-driven solutions; and

WHEREAS, the Ingham County Health Department (ICHD) submitted a proposal which was accepted and will now receive a \$10,000 community seed award; and

WHEREAS, ICHD plans to partner with Housing and Urban Development (HUD) to help prepare HUD housing to be smoke-free by creating an environment that promotes health by identifying Health Action Teams who implement health and wellness programs within HUD communities; and

WHEREAS, ICHD will also create an implementation guide for local housing to accompany the smoke-free housing policy; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize an agreement with APHA from October 1, 2016 through September 30, 2018 to accept the \$10,000 Healthiest Cities and Counties Challenge award.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with APHA from October 1, 2016 through September 30, 2018 to accept the \$10,000 Healthiest Cities and Counties Challenge award.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, Health Officer
DATE: October 26, 2016
SUBJECT: Agreement with Blue Cross Blue Shield of Michigan
For the meeting agenda of November 22, 2016

BACKGROUND

The Ingham County Health Department (ICHHD) and Blue Cross Blue Shield of Michigan (BCBSM) entered into an agreement in 1996 wherein BCBSM would pay the claims of health care services provided to inmates of the Ingham County Jail. The agreement is updated annually by executing Schedule A – Addendum to the Administrative Services contract.

ALTERNATIVES

There are no viable alternatives for this project

FINANCIAL IMPACT

The Schedule A addendum proposed through the attached resolution will cover the period of December 1, 2016 – November 30, 2017. The \$6.00 administrative fee per contract per month if stop-loss coverage is obtained from a third party stop-loss vendor has been eliminated from this year's agreement as it has been determined that it is not applicable.

OTHER CONSIDERATIONS

N/A

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the Schedule A addendum to the Blue Cross Blue Shield of Michigan Administrative Service agreement for the period of December 1, 2016 through November 30, 2017.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

WHEREAS, in Resolution # 15-448 the Ingham County Board of Commissioners authorized the existing agreement between County Health Department (ICHHD) and Blue Cross Blue Shield of Michigan (BCBSM) for the period of December 1, 2015 – November 30, 2016; and

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

WHEREAS, that agreement is updated annually by executing a Schedule A Addendum; and

WHEREAS, BCBSM has proposed a 2016-2017 Schedule A Addendum to the Administrative Services Agreement; and

WHEREAS, BCBSM has eliminated the language requiring a \$6.00 administrative fee per contract per month if stop-loss coverage is obtained from a third party stop-loss vendor; and

WHEREAS, there are no other changes to the proposed 2016-2017 Schedule A Addendum to the Administrative Services Agreement; and

WHEREAS, the Health Officer recommends that the Board of Commissioners to authorize the 2016-2017 Schedule A Addendum to the BCBSM Administrative Services Agreement for the inmates of Ingham County Jail.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorize the Schedule A Addendum to the Administrative with BCBSM for paying claims for health care services provided to inmates of the Ingham County Jail.

BE IT FURTHER RESOLVED, that the Schedule A Addendum shall be effective December 1, 2016 through November 30, 2017.

BE IT FURTHER RESOLVED, BCBSM has eliminated the language requiring a \$6.00 administrative fee per contract per month if stop-loss coverage is obtained from a third party stop-loss vendor.

BE IT FURTHER RESOLVED, that there are no other changes to the proposed 2016 -2017 Schedule A Addendum to the Administrative Services Agreement.

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: 10/27/16
SUBJECT: FY 2017 Agreement with Michigan Department of Environmental Quality
For the meeting agenda of November 22, 2016

BACKGROUND

Each year the Michigan Department of Environmental Quality (MDEQ) contracts with the Ingham County Health Department (ICHHD) to conduct environmental monitoring and inspections of MDEQ Non-Community programs. This practice began after the State of Michigan reorganized services and moved many of its environmental protection programs and services to the Department of Environmental Quality. The Public Health Code still locates the primary responsibility for environmental protection at the community level with local public health departments. The current agreement expired on September 30, 2016; the new agreement will be in effect from October 1, 2016 through September 30, 2017.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The proposed agreement for FY 2017 includes the following services and funding totaling up to \$30,855.00, allocated as follows:

Non-Community Public Water Supply Program – up to \$24,535

ICHHD will conduct sanitary surveys of non-community public water supplies in Ingham County. ICHHD will also oversee water quality monitoring at these supplies, issue water well permits for new supplies, and ensure that proper public notice is issued should a supply become unsafe for drinking.

Drinking Water Long-Term Monitoring – up to \$700

ICHHD will collect samples from drinking water supplies and sites of environmental contamination identified by the State.

Public Swimming Pools – up to \$5,370

ICHHD will inspect all public swimming pools/spas licensed by the MDEQ in Ingham County. In addition, ICHHD will investigate complaints, conduct meetings and/or conferences related to compliance issues, and complete inspection forms provided by the State.

Campground Requirements – up to \$250

ICHHD will inspect all campgrounds licensed by the MDEQ located in Ingham County, collect fees, investigate complaints, conduct meetings and/or conferences related to compliance issues, and complete inspection forms provided by the State.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize an agreement with MDEQ to conduct environmental monitoring and inspections of MDEQ Non-Community programs for the period of October 1, 2016 through September 30, 2017.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH THE
MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY FOR FY 2017**

WHEREAS, the State of Michigan has placed responsibility for environmental regulation and environmental quality in Michigan with the Michigan Department Environmental Quality (MDEQ); and

WHEREAS, the Michigan Public Health Code places responsibility for environmental protection at the community level with county governments through the network of local health departments; and

WHEREAS, each year MDEQ contracts with the Ingham County Health Department (ICHD) to conduct environmental monitoring and inspections of MDEQ Non-Community programs; and

WHEREAS, MDEQ will reimburse ICHD for expenses related to monitor and inspection services in an amount up to \$30,855.00; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize a FY 2017 agreement with MDEQ.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with MDEQ for Non-Community Programs for the period of October 1, 2016 through September 30, 2017.

BE IT FURTHER RESOLVED, that MDEQ shall reimburse ICHD up to \$30,855.00 for expenses related to testing and inspection services as follows:

Non-Community Public Water Supply Program – up to \$24, 535

Drinking Water Long-Term Monitoring – up to \$700

Public Swimming Pools – up to \$5,370

Campground Requirements – up to \$250

BE IT FURTHER RESOLVED, that the funding was anticipated in ICHD's 2017 budget.

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: October 27, 2016
SUBJECT: Resolution to amend R13-353 agreement with RS Biomedical to extend contract
For the meeting agenda of November 22, 2016

BACKGROUND

Ingham County Health Department (ICHHD) and Alliance Biomedical dba RS Biomedical, Inc. have had a contract for the past three years to provide maintenance and repair of biomedical equipment at the Ingham County Health Department (ICHHD) through Resolution 13-353 with an option to renew for two additional years. Alliance Biomedical dba RS Biomedical, Inc. (RS Biomedical, Inc.) is a local vendor and will be responsible for all labor, supervision, equipment, tools, travel, obtaining parts and materials necessary to provide preventive maintenance, corrective maintenance, and emergency repairs on ICHHD's biomedical equipment, in addition to performing an initial inspection of all newly purchased biomedical equipment prior to placing the equipment into service.

ALTERNATIVES

ICHHD received bids from two additional local biomed equipment repair vendors and neither bid would have resulted in a cost savings.

FINANCIAL IMPACT

RS Biomedical, Inc. will continue to provide the preventative maintenance, corrective maintenance, and emergency repairs on ICHHD's biomedical equipment at the rate of \$21.50 per piece plus corrective maintenance at \$95 per hour and an emergency repair hourly rate of \$150, in addition to performing an initial inspection of all newly purchased biomedical equipment and any existing equipment not included in the original contract inventory sheet.

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to amend the existing contract with Alliance Biomedical dba RS Biomedical, Inc. to extend the same services for two additional years for the term of October 1, 2016 through September 30, 2018.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A TWO YEAR CONTRACT EXTENSION
WITH ALLIANCE BIOMEDICAL DBA RS BIOMEDICAL, INC. AS ORIGINALLY
AUTHORIZED IN RESOLUTION #13-353**

WHEREAS, in Resolution 13-353, an agreement was authorized with Alliance Biomedical dba RS Biomedical, Inc (RS Biomedical, Inc.) for the provision of maintenance and repair of biomedical equipment at the Ingham County Health Department (ICHHD); and

WHEREAS, through Resolution 13-353, the Ingham County Board of Commissioners authorized an agreement with RS Biomedical, Inc. for the period of three years commencing October 1, 2013, with an option to renew for two additional years; and

WHEREAS, the original three year period of contract expired on September 30, 2016 and the Health Department proposes to exercise the option to extend for two additional years; and

WHEREAS, Alliance Biomedical dba RS Biomedical, Inc. (RS Biomedical, Inc.) is a local vendor and will be responsible for all labor, supervision, equipment, tools, travel, obtaining parts and materials necessary to provide preventive maintenance, corrective maintenance, and emergency repairs on ICHHD's biomedical equipment, in addition to performing an initial inspection of all newly purchased biomedical equipment prior to placing the equipment into service; and

WHEREAS, the Ingham County Community Health Center Board recommends that the Ingham County Board of Commissioners authorize the amended agreement between the Ingham County Health Department and RS Biomedical, Inc. for two additional years; and

WHEREAS, the Health Officer recommends that the Board of Commissioners approve the amended agreement with RS Biomedical, Inc. to extend services for two additional years for the term of October 1, 2016 through September 30, 2018.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes amending Resolution #13-353 with agreement with RS Biomedical, Inc. for two additional years for the term of October 1, 2016 through September 30, 2018.

BE IT FURTHER RESOLVED, that RS Biomedical, Inc. shall continue to provide labor, supervision, equipment, tools, travel, obtaining parts and materials necessary to provide preventive maintenance, corrective maintenance, and emergency repairs on ICHHD's biomedical equipment at the rate of \$21.50 per piece plus corrective maintenance at \$95 per hour and an emergency repair hourly rate of \$150, in addition to performing an initial inspection of all newly purchased biomedical equipment and any existing equipment not included on the original contract inventory sheet at the rate of \$21.50 per piece.

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

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

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A CONTRACT WITH THE COMMUNITY MENTAL HEALTH
AUTHORITY OF CLINTON, EATON, AND INGHAM COUNTIES (CMH)
FOR HEALTH SERVICES MILLAGE ELIGIBLE SERVICES**

WHEREAS, the State of Michigan dramatically reduced State General Fund payments to CMH in fiscal year 2015; and

WHEREAS, the cut eliminated 67% of the State General Fund dollars to the CMH system; and

WHEREAS, these cuts continue to cause ongoing fiscal and service gaps for CMH; and

WHEREAS, CMH has submitted a proposal to Ingham County to use Health Services Millage dollars to fund essential services and alleviate the cut in State General Fund dollars; and

WHEREAS, funds from the health services millage are allocated in the County's 2017 budget for this purpose.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes a contract not to exceed \$1,254,835 with CMH for services provided for the period of October 1, 2016 through September 30, 2017.

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

BE IT FURTHER RESOLVED, funds will be utilized by CMH for Health Services Millage eligible services as provided in the attached proposal.

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

Community Mental Health Authority of Clinton, Eaton, and Ingham Counties
Proposal for the continued use of Ingham County Health Services Millage to close gaps
in Ingham County's behavioral health care system
FY2017

Summary of proposal: This proposal requests:

Continuation of Ingham County Health Services Millage funding, to the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMH), to support a comprehensive package of behavioral healthcare services designed to address of the most pressing behavioral healthcare needs in the Ingham County community.

Context: With ongoing experience with the significant State General Fund reduction (2/3 of the funds formerly provided to CMH) and the implementation of the Healthy Michigan Plan, the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMH) has, at this point, much greater clarity as to the fiscal and service gaps resulting from these changes. This clarity underscores the substantial set of services and persons which are not covered by the Healthy Michigan Plan – costs which must be covered by the scarce State General Fund and local dollars within CMH's budget. Many of these costs are related to the provision of services to persons for whom CMH is the provider and cost underwriter, but who are not eligible for the Healthy Michigan Plan. This group includes those enrolled in Medicare and not eligible for Medicaid, those with "spend down" Medicaid eligibility, and those with severe, chronic and urgent mental health treatment needs (crisis stabilization, day program services, residential care, casemanagement) not covered by their families' commercial coverage.

The services proposed in this document **address longstanding gaps in services and gaps that emerged with the dramatic cut in state General Fund dollars** to this CMH and CMHs across the state.

A. Closing newly emerging gaps in Ingham County's essential behavioral health care services system: These service gaps are the result of the dramatic cut (65%), implemented in April 2014 and expanded in October 2014, in state General Fund dollars to this CMH and CMHs across the state.

The community's free-standing (outside of hospital grounds) 24/7 Psychiatric Crisis Services and Inpatient Pre-Screening Unit: This unit provides around-the-clock access to highly trained behavioral health clinicians who provide: crisis intervention, psychiatric inpatient pre-screening (and funding authorization), short-term stabilization, diversion to appropriate levels of care, housing assistance, and linkages to needed services to adults, children, and adolescents.

The community's Assessment and Referral Team: This unit provides a full bio-psychosocial assessment and a comprehensive behavioral health and ancillary treatment, supports, and referral plan (using person-centered planning methods) for adults who are uninsured.

The community’s urgent care and intensive home-based treatment program for at-risk children, youth, and their families: This program works to improve the ability of children and youth, with serious emotional disturbance, to function better at home, in school, in the community, and with peers by providing - primarily in the home, school, and workplace of the families enrolled in this program (with some services provided at CMH offices) - family and individual psychotherapy, psychiatry, nursing, parenting skills, crisis therapeutic group home, training and coaching, school liaison services, and referral network linkages.

A spectrum of community-based treatment teams for vulnerable populations: These multidisciplinary teams, made up of mental health therapists/casemanagers, psychiatrists, nurses, mental health workers/consumer services specialists, and peer support specialists, provide psychotherapy, psychiatry, nursing, and a range of supports to **adults with very high levels of mental health needs, those enrolled in a specialized older adult program, and adults with intellectual/developmental disabilities.**

Psychiatric inpatient care for jail inmates: In addition to the jail-based CMH has also paid all psychiatric inpatient claims on individuals admitted directly from the jail to psychiatric inpatient facilities. Given that these claims are paid with State General Fund dollars and given the dramatic cut in this CMH’s State General Fund revenues, **CMH is without the funds to continue to pay these psychiatric inpatient costs** and others previously funded by State General Fund dollars.

B. Development of low cost safety net services to meet the needs of the unserved:

Psychiatric care and outpatient therapy for children and adults with moderate mental health needs: This community has long experienced a significant and growing gap in the availability of office-based outpatient psychotherapy for children, adolescents and adults. These services (along with CMH’s 24/7 psychiatric crisis services unit) provide the community’s mental health safety net.

Cost of proposed services in FY2017:	\$1,254,835
Estimated number of Ingham County residents meeting the millage criteria who will be served: 730	

Actual Expenses and numbers meeting millage criteria served in FY2015 (FY2016 numbers not yet available)	
Actual Expense in FY 2015	\$3,044,637
Actual Billed in FY 2015:	\$2,061,088 (2015 Millage Amount)
FY 15 CMHA-CEI General Fund	\$ 983,549
Actual number of Ingham County residents meeting the millage criteria served: 1,235	

TO: Board of Commissioners Human Services and Finance Committees

FROM: Jared Cypher, Deputy Controller

DATE: October 26, 2016

SUBJECT: Mental Health Screening Services in the Jail
For the meeting agendas of November 14 and November 16, 2016

BACKGROUND

This resolution authorizes continuation of current on call weekend and holiday Mental Health Screening services (known as the CATS Program) in the Ingham County Jail (ICJ). Until 2016, the Community Mental Health Authority of Clinton, Eaton, and Ingham Counties (CMH) provided 1.5 FTE employees Monday-Friday; 8:00 a.m. – 4:30 p.m. to provide mental health screening and referral for individuals who were flagged by ICJ staff at booking or during incarceration as having possible suicide risk or mental health symptoms. There were no CMH staff available at ICJ from 5:00 p.m. Friday through Monday morning or on holidays. This led to some inmates being held in observation up to 3 days before being seen by a Mental Health professional. Without CMH staff available, the deputies at the Ingham County Jail were left with the burden to determine severity.

In 2016, The Ingham County Sheriff's Office and CMH Administration worked to develop a proposal for on call Mental Health services that would be available Friday evening through Monday morning; and holidays. For the first time in 2016 funding was included in the budget for weekend on-call services, and that funding is continued for 2017.

ALTERNATIVES

If this contract was not approved, coverage would revert back to pre-2016 levels as described above.

FINANCIAL IMPACT

The cost for this coverage is \$30,632, and is included in the 2017 budget.

OTHER CONSIDERATIONS

NA

RECOMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to authorize an agreement with CMH for mental health screening and referral for individuals at the Ingham County Jail.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING A CONTRACT WITH THE COMMUNITY MENTAL HEALTH AUTHORITY OF CLINTON, EATON, AND INGHAM COUNTIES (CMH) FOR MENTAL HEALTH SCREENING SERVICES IN THE INGHAM COUNTY JAIL TO INCLUDE ON CALL PERSONNEL FOR WEEKENDS AND HOLIDAYS

WHEREAS, prior to 2016 CMH provided 1.5 FTE employees Monday-Friday; 8:00 a.m. – 4:30 p.m. to provide mental health screening and referral for individuals who were flagged by Ingham County Jail (ICJ) staff at booking or during incarceration as having possible suicide risk or mental health symptoms; and

WHEREAS, there were no CMH staff available at ICJ from 5:00 p.m. Friday through Monday morning or on holidays, leading to some inmates being held in observation up to 3 days before being seen by a Mental Health professional; and

WHEREAS, without CMH staff available, the deputies at the Ingham County Jail were left with the burden to determine severity; and

WHEREAS, the Ingham County Sherriff's Office and CMH Administration worked to develop a proposal for on call Mental Health services that would be available Friday evening through Monday morning; and holidays. WHEREAS, for the first time in 2016 funding was included in the budget for weekend on-call services, and that funding is continued for 2017.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes a contract not to exceed \$30,632 with CMH for mental health screening and referral for individuals at the Ingham County Jail from 5:00 p.m. Friday through Monday morning or on holidays for a time period of January 1, 2017 to December 31, 2017.

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

Agenda Item 5

TO: Board of Commissioners Human Services and Finance Committees

FROM: Jared Cypher, Deputy Controller

DATE: October 31, 2016

SUBJECT: Cash Match Agreement with Michigan Rehabilitation Services
For the meeting agendas of November 14 and November 16, 2016

BACKGROUND

This resolution authorizes Ingham County to act as the fiduciary pass-through agency in a cash match agreement with Michigan Rehabilitation Services to provide vocational guidance and counseling, employment related training and transportation, and placement supports to individuals with disabilities who are eligible for MRS services. Match funding is provided by Peckham, Inc. This agreement is similar to other agreements the Board of Commissioners going back to 2008, whereby Ingham County replaced the Ingham County Department of Human Services in this role, because the prior arrangement came under scrutiny because match dollars may not be federal, and the agreement between two state agencies raised that concern.

ALTERNATIVES

If this resolution was not approved, Michigan Rehabilitation Services would have to find another partner to act as the pass through entity for the local match funding provided by Peckham Inc.

FINANCIAL IMPACT

The agreement will not exceed \$444,444 (\$120,000 local match). The agreement with Michigan Rehabilitation Services will be for the time period of October 1, 2016 through September 30, 2017.

OTHER CONSIDERATIONS

NA

RECOMENDATION

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

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A COOPERATIVE CASH MATCH AGREEMENT WITH
MICHIGAN REHABILITATION SERVICES**

WHEREAS, Michigan Rehabilitation Services (MRS) engages in cash match agreements which require contributions from partner organizations; and

WHEREAS, prior to 2008 the Ingham County Department of Human Services (DHS) had a long-standing agreement with MRS to act as a pass through entity for match funding provided by local agencies; and

WHEREAS, the agreement between DHS and MRS came under scrutiny because match dollars may not be federal, and this agreement between two state agencies raises that concern; and

WHEREAS, MRS finds it preferable to establish this agreement with a local government agency to avoid the appearance and confusion of inter-departmental agreements at the state; and

WHEREAS, Ingham County has been identified as an appropriate pass through entity to help maintain this agreement since 2008; and

WHEREAS, MRS wishes to enter into another, similar cash match agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a cash match agreement not to exceed \$444,444 (\$120,000 local match) with Michigan Department of Human Services – Michigan Rehabilitation Services to provide vocational guidance and counseling, employment related training and transportation, and placement supports to individuals with disabilities who are eligible for MRS services.

BE IT FURTHER RESOLVED, that this agreement is contingent upon Ingham County's local match portion (\$120,000) being provided by Peckham, Inc., and no county funds will be used for this purpose.

BE IT FURTHER RESOLVED, the term of this agreement shall be October 1, 2016 through September 30, 2017.

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

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

Agenda Item 6

To: Finance Committee

From: Douglas A. Stover, Director
Ingham County Equalization/Tax Mapping

Date: November 7, 2016

Subject: 2016 Ingham County Amended Apportionment Report

The Board of Commissioners approved the 2016 Apportionment Report at its meeting on October 10, 2016, Resolution #16-420.

Election results make it necessary to amend the Apportionment Report. The Apportionment Report as amended will be distributed to the Finance Committee prior to the meeting on Wednesday, November 16, 2016.

Please feel free to contact me with any questions.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND THE 2016 APPORTIONMENT REPORT

WHEREAS, the 2016 Apportionment Report was approved by Resolution #16-420 on October 10, 2016; and

WHEREAS, as a result of the election held on November 8, 2016 it is necessary to amend the Apportionment Report.

THEREFORE BE IT RESOLVED, that Resolution #16-420 is amended by substituting the attached statement of taxable valuations and mills apportioned to the various units in Ingham County for the year 2016.

**INGHAM COUNTY APPORTIONMENT REPORT
STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED
BY THE BOARD OF COMMISSIONERS FOR THE YEAR 2016
Amended November 22, 2016**

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

1 Taxing Authorities	2 2016 Real and Personal Taxable Value	3 Separate or Allocated	4 Millages		5 Bldg./Site/Debt	6 Purpose
			Operating	Extra Voted		
State Education Tax	7,288,928,955	6.0000				
County Operating	7,349,034,366	6.3512				
Indigent Veterans Relief Fund	7,349,034,366		0.0330			
Animal Control	7,349,034,366		0.2400			
Public Transportation	7,349,034,366		0.6000			
Emergency 911	7,349,034,366		0.8431			
Parks & Trails	7,349,034,366		0.5000			
Juvenile Justice	7,349,034,366		0.6000			
Potter Park Zoo	7,349,034,366		0.4100			
Farmland Preservation	7,349,034,366		0.1400			
Health Services	7,349,034,366		0.3500			
TOWNSHIPS:						
Alatedon Township	203,050,197	0.8384			.5000	Fire
Aurelius Township	143,033,054	0.8203				
Bunker Hill Township	78,250,386	0.7500				
Delhi Charter Township	718,888,120		4.2981		2.9922	Fire 1.4961, Police 1.4961
Ingham Township	71,997,301	0.8202			1.5000	Police, Sidewalk
Lansing Charter Township	282,316,471		7.5065			
Leroy Township	119,612,194	0.8062			.8917	Fire
Leslie Township	91,859,650	0.8830				
Locke Township	71,501,661	0.7809			3.6288	Comm Serv, Bike Path, Fire, Police, Parks, Roads, CATA
Meridian Charter Township	1,640,026,432		4.1875			
Onondaga Township	104,628,888	0.9164				
Stockbridge Township	224,082,262	0.7810				
Vevay Township	127,943,854	0.9161				
Wheatfield Township	72,076,611	0.8617				
White Oak Township	71,152,239	0.8727				
Williamstown Township	227,345,665	0.8415				

continued on page 2

L-4402


**INGHAM COUNTY APPORTIONMENT REPORT
STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED
BY THE BOARD OF COMMISSIONERS FOR THE YEAR 2016
Amended November 22, 2016**

L-4402

7 Taxing Authorities	8 2016 Real & Personal Taxable Value	9 2016 Total Tax Rates	10 DOLLARS OF AD VALOREM TAXES LEVIED
CITIES:			
East Lansing	867,754,263	22.2107	19,273,430
Lansing	1,881,625,600	19.7000	37,068,024
Lansing-RZ at 25% Ex	1,232,989	14.8400	18,298
Lansing-Renaissance Zone	36,841,211	.2600	9,579
Leslie	34,319,127	17.6968	607,339
Mason	212,275,551	13.2500	2,812,651
Williamston	104,080,936	15.1024	1,571,872
Williamston-RZ at 25% Ex	385,550	11.3268	4,367
Williamston-Ren Zone	284,446	0.0000	
Village Rates:			
Dansville	10,530,834	8.2500	86,879
Stockbridge	26,255,822	12.7400	334,499
Webberville	48,428,066	13.2000	639,250

CERTIFICATION

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

County of Ingham for the year 2016

 Douglas A. Stover, Ingham County Equalization Director

NOTARIZATION

 Notary Public

Ingham County, Michigan
 State of Michigan)
) ss **REBECCA BENNETT**
 County of Ingham) **NOTARY PUBLIC - STATE OF MICHIGAN**
 My Commission Expires November 26, 2019

Subscribed before me this 9th day of November
 2016

My Commission Expires: 11-26-2019

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

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**INGHAM COUNTY APPORTIONMENT REPORT
STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED
BY THE BOARD OF COMMISSIONERS FOR THE YEAR 2016**

11	12	13	14
Taxing Authorities	Taxable Value	2016 Operating Tax Rates	2016 Debt Tax Rates
Capital Area Transportation Authority			
Delhi Charter	718,888,120		
Lansing Charter	282,316,471		
Meridian Charter	1,640,026,432		
C-East Lansing (Ingham)	867,754,263		
C-East Lansing (Clinton County)	89,620,929		
C-Lansing (Ingham County)	1,882,550,342		
C-Lansing (Eaton County)	48,714,499		
	5,529,871,056	3.0070	
Capital Area District Library			
Ingham County	6,473,988,806		
Eaton County	38,402,362		
	6,512,391,168	1.5600	
Capital Regional Airport Authority			
Ingham County	7,349,034,366		
Eaton County	50,671,134		
Clinton County	7,664,353		
	7,407,369,853	.6990	
East Lansing Downtown Development Authority			
	74,093,678	1.7319	
Northern Ingham Emergency Services Authority			
Leroy	119,612,194		
Locke	71,501,661		
Wheatfield	72,076,611		
Williamstown	227,345,665		
C-Williamston	104,370,099		
	594,906,230	1.1785	.7474
Stockbridge Area Emergency Services Authority			
Bunker Hill	78,250,386		
Stockbridge	224,082,262		
White Oak	71,152,239		
Jackson Co. (Waterloo Twp)	116,232,131		
	489,717,018	1.6000	
Fowlerville District Library			
Locke Township	775,682		
White Oak Township	6,515,615		
	7,291,297	1.3988	

continued on page 4

STATEMENT SHOWING TAXABLE VALUATIONS AND MILLS APPORTIONED BY THE COUNTY BOARD OF COMMISSIONERS OF THE COUNTY OF INGHAM FOR THE YEAR 2016
Amended November 22, 2016

L-4402

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

All Property	1		Comm. Personal	2	3	4	Millages			8
	Non-Homestead	Homestead					5	6	7	
93,840,734	7,662,943	25,905,600	EATON RAPIDS							
X			23050	Aurelius Twp	24,572,075			8.0000		
	X		23050	Aurelius Twp	2,892,442			17.8669		
			23050	Aurelius Twp	-			5.8669		
X			23050	Delhi Charter Twp	7,779,867			8.0000		
	X		23050	Delhi Charter Twp	1,021,505			17.8669		
			23050	Delhi Charter Twp	-			5.8669		
X			23050	Onondaga Twp	61,488,792			8.0000		
	X		23050	Onondaga Twp	3,748,996			17.8669		
		X	23050	Onondaga Twp	25,905,600			5.8669		
996,840,079	450,131,672	35,582,700	EAST LANSING							
X			33010	Lansing Charter Twp	196,755			6.4910		
	X		33010	Lansing Charter Twp	196,755			18.0000		
			33010	Lansing Charter Twp	-			6.0000		
X			33010	Meridian Twp	159,044,854			6.4910		
	X		33010	Meridian Twp	41,711,844			18.0000		
		X	33010	Meridian Twp	573,000			6.0000		
X			33010	C-East Lansing	799,076,830			6.4910		
	X		33010	C-East Lansing	381,302,888			18.0000		
		X	33010	C-East Lansing	30,323,800			6.0000		
X			33010	C-Lansing	38,521,540			6.4910		
	X		33010	C-Lansing	26,920,185			18.0000		
		X	33010	C-Lansing	4,685,900			6.0000		

1		2		3		4		Millages			8
All Property	Non-Homestead	Comm. Personal	School District	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	6	7	County Use Notes		
2,048,239,832	1,116,357,317	117,063,150	LANSING								
X			33020	Delhi Charter Twp	964,932			4.6500			
	X		33020	Delhi Charter Twp	715,490		17.9208				
		X	33020	Delhi Charter Twp	134,800		5.9208				
X			33020	Lansing Charter Twp	170,705,034			4.6500			
	X		33020	Lansing Charter Twp	127,288,303		17.9208				
		X	33020	Lansing Charter Twp	15,440,500		5.9208				
X			33020	C-East Lansing	67,267,767			4.6500			
	X		33020	C-East Lansing	56,562,933		17.9208				
		X	33020	C-East Lansing	10,578,300		5.9208				
X			33020	C-Lansing	1,772,460,888			4.6500		Includes RZ Back to Roll	
	X		33020	C-Lansing	898,595,180		17.9208			Includes 75% RZ Back to Roll	
		X	33020	C-Lansing	87,263,750		5.9208			Includes 75% RZ Back to Roll	
X			33021	C-Lansing-REZ	36,841,211			4.6500		Renaissance Zone	
	X		33021	C-Lansing-REZ	33,195,411					Renaissance Zone	
		X	33021	C-Lansing-REZ	3,645,800					Renaissance Zone	
183,657,390	48,382,465	978,167	DANSVILLE								
X			33040	Bunker Hill Twp	32,456,318			7.9992			
	X		33040	Bunker Hill Twp	15,498,722		18.0000				
		X	33040	Bunker Hill Twp	191,000		6.0000				
X			33040	Ingham Twp	71,989,410			7.9992			
	X		33040	Ingham Twp	8,515,208		18.0000				
		X	33040	Ingham Twp	414,847		6.0000				
X			33040	Leroy Twp	5,693,601			7.9992			
	X		33040	Leroy Twp	1,129,776		18.0000				
		X	33040	Leroy Twp	27,520		6.0000				
X			33040	Leslie Twp	888,800			7.9992			
	X		33040	Leslie Twp	13,400		18.0000				
			33040	Leslie Twp	-		6.0000				
X			33040	Stockbridge Twp	1,052,437			7.9992			
	X		33040	Stockbridge Twp	123,042		18.0000				
			33040	Stockbridge Twp	-		6.0000				

1			2		3		4			Millages			8
All Property	Non-Homestead	Comm. Personal	School District Code	School District	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	6		7		County Use Notes	
								Operating	Bldg/Site Sinking Fund	Operating	Bldg/Site Sinking Fund		
			DANSVILLE - continued										
X			33040	Vevay Twp		3,935,233					7.9992		
	X		33040	Vevay Twp		587,821		18.0000					
			33040	Vevay Twp		-		6.0000					
X			33040	Wheatfield Twp		21,150,195					7.9992		
	X		33040	Wheatfield Twp		2,169,899		18.0000					
		X	33040	Wheatfield Twp		42,100		6.0000					
X			33040	White Oak Twp		46,491,396					7.9992		
	X		33040	White Oak Twp		20,344,597		18.0000					
		X	33040	White Oak Twp		302,700		6.0000					
413,429,115	81,331,409	2,016,000	HASLETT										
X			33060	Meridian Charter Twp		379,099,624					10.3453		
	X		33060	Meridian Charter Twp		76,878,838		18.0000					
		X	33060	Meridian Charter Twp		1,776,400		6.0000					
X			33060	Williamstown Twp		32,919,825					10.3453		
	X		33060	Williamstown Twp		3,139,505		18.0000					
		X	33060	Williamstown Twp		143,000		6.0000					
X			33060	C-East Lansing		1,409,666					10.3453		
	X		33060	C-East Lansing		1,313,066		18.0000					
		X	33060	C-East Lansing		96,600		6.0000					

1		2		3		4		Millages			8
All Property	Non-Homestead	Comm. Personal	School District	School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	6		7	County Use Notes
								Operating	Bldg/Site Sinking Fund		
656,241,458	196,939,964	23,280,100	HOLT								
X				33070	Delhi Charter Twp	642,934,244				10.0000	
	X			33070	Delhi Charter Twp	194,717,667		18.0000			
		X		33070	Delhi Charter Twp	23,269,100		6.0000			
X				33070	C-Lansing	13,029,411				10.0000	
	X			33070	C-Lansing	2,217,997		18.0000			
		X		33070	C-Lansing	11,000		6.0000			
X				33071	Delhi Charter Twp	169,581				2.9500	Mason tr to Holt (2004)
	X			33071	Delhi Charter Twp	4,300		18.0000			
				33071	Delhi Charter Twp	-		6.0000			
X				33072	Delhi Charter Twp	108,222				2.9500	Mason tr to Holt (2007)
				33072	Delhi Charter Twp	-		18.0000			
				33072	Delhi Charter Twp	-		6.0000			
X				33075	Delhi Charter Twp	130,089				7.0000	Eaton Rapids tr to Holt (2015)
				33075	Delhi Charter Twp	-		18.0000			
				33075	Delhi Charter Twp	-		6.0000			
191,323,937	65,411,021	2,713,350	LESLIE								
X				33100	Bunker Hill Twp	33,014,655				8.9500	
	X			33100	Bunker Hill Twp	17,932,428		17.9909			
		X		33100	Bunker Hill Twp	37,800		5.9909			
X				33100	Leslie Twp	85,956,200				8.9500	
	X			33100	Leslie Twp	27,729,857		17.9909			
		X		33100	Leslie Twp	2,062,500		5.9909			
X				33100	Onondaga Twp	38,033,955				8.9500	
	X			33100	Onondaga Twp	5,815,712		17.9909			
		X		33100	Onondaga Twp	207,300		5.9909			
X				33100	C-Leslie	34,319,127				8.9500	
	X			33100	C-Leslie	13,933,024		17.9909			
		X		33100	C-Leslie	405,750		5.9909			

1		2		3	4	Millages			8
All Property	Non-Homestead	Comm. Personal	School District	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	6		County Use Notes
							Operating	Bldg/Site Sinking Fund	
462,144,187	191,982,729	10,405,640	MASON						
X			33130	Ingham Twp	7,891			3,9459	
			33130	Ingham Twp	-		17.9388		
			33130	Ingham Twp	-		5.9388		
X			33124	Leslie Twp	210,600			9.8959	Leslie tr to Mason (5/26/1996)
			33124	Leslie Twp	-		17.9388		
			33124	Leslie Twp	-		5.9388		
X			33130	Alaiedon Twp	120,998,973			3,9459	
	X		33130	Alaiedon Twp	33,934,831		17.9388		
		X	33130	Alaiedon Twp	2,943,300		5.9388		
X			33130	Aurelius Twp	118,460,979			3,9459	
	X		33130	Aurelius Twp	9,281,188		17.9388		
		X	33130	Aurelius Twp	511,500		5.9388		
X			33130	Delhi Charter Twp	66,801,185			3,9459	
	X		33130	Delhi Charter Twp	15,086,286		17.9388		
		X	33130	Delhi Charter Twp	963,100		5.9388		
X			33130	Leslie Twp	4,364,700			3,9459	
	X		33130	Leslie Twp	367,055		17.9388		
		X	33130	Leslie Twp	76,700		5.9388		
X			33130	Onondaga Twp	4,060,263			3,9459	
	X		33130	Onondaga Twp	725,272		17.9388		
			33130	Onondaga Twp	-		5.9388		
X			33130	Vevay Twp	124,008,621			3,9459	
	X		33130	Vevay Twp	30,876,558		17.9388		
		X	33130	Vevay Twp	1,460,250		5.9388		
X			33130	Wheatfield Twp	3,497,375			3,9459	
	X		33130	Wheatfield Twp	414,637		17.9388		
			33130	Wheatfield Twp	-		5.9388		
X			33130	C-Lansing	19,733,600			3,9459	
	X		33130	C-Lansing	19,070,000		17.9388		
			33130	C-Lansing	-		5.9388		

1		2		3		Millages			8
All Property	Non-Homestead	Comm. Personal	School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	6 Operating	7 Bldg/Site Sinking Fund	County Use Notes
			MASON continued						
X			33130	C-Mason	212,275,551			3,9459	
	X		33130	C-Mason	82,226,902		17.9388		
		X	33130	C-Mason	4,450,790		5.9388		
1,198,782,948	440,867,767	38,356,000	OKEMOS						
X			33170	Alatedon Twp	71,424,887			7.9888	
	X		33170	Alatedon Twp	49,867,269		18.0000		
		X	33170	Alatedon Twp	6,647,400		6.0000		
X			33170	Meridian Charter Twp	1,070,631,248			7.9888	
	X		33170	Meridian Charter Twp	367,612,374		18.0000		
		X	33170	Meridian Charter Twp	30,093,900		6.0000		
X			33170	Williamstown Twp	19,431,504		18.0000	7.9888	
	X		33170	Williamstown Twp	1,030,036		6.0000		
			33170	Williamstown Twp	-				
X			33170	C-Lansing	37,295,309			7.9888	
	X		33170	C-Lansing	22,358,088		18.0000		
		X	33170	C-Lansing	1,614,700		6.0000		
249,530,650	154,435,927	1,604,400	STOCKBRIDGE						
X			33200	Bunker Hill Twp	12,779,413			4.2800	
	X		33200	Bunker Hill Twp	1,599,981		18.0000		
		X	33200	Bunker Hill Twp	77,100		6.0000		
X			33200	Stockbridge Twp	223,029,825			4.2800	
	X		33200	Stockbridge Twp	147,285,262		18.0000		
		X	33200	Stockbridge Twp	1,366,600		6.0000		
X			33200	White Oak Twp	13,721,412			4.2800	
	X		33200	White Oak Twp	5,550,684		18.0000		
		X	33200	White Oak Twp	160,700		6.0000		

All Property	1		2	3	4	Millages			8
	Non-Homestead	Comm. Personal				5	6	7	
113,232,423	52,883,959	5,416,200	WAVERLY						
X			33215	Lansing Charter Twp	111,414,682		4.4622	8.0000	
	X		33215	Lansing Charter Twp	52,799,270		13.5324		
		X	33215	Lansing Charter Twp	5,410,400		5.9946		Supp. HH oper all is included
			33215	C-Lansing	1,817,741		4.4622	8.0000	
	X		33215	C-Lansing	84,689		13.5324		
		X	33215	C-Lansing	5,800		5.9946		Supp. HH oper all is included
			33216	Lansing Charter-REZ					Revoked for 2013
			33216	Lansing Charter-REZ					Revoked for 2013
			33216	Lansing Charter-REZ					Revoked for 2013
120,231,980	33,957,999	3,145,700	WEBBERVILLE						
X			33220	Leroy Twp	84,959,727			8.4307	
	X		33220	Leroy Twp	27,468,388		18.0000		
		X	33220	Leroy Twp	2,871,700		6.0000		
			33220	Locke Twp	30,848,437			8.4307	
	X		33220	Locke Twp	4,050,130		18.0000		
		X	33220	Locke Twp	272,600		6.0000		
			33220	White Oak Twp	4,423,816			8.4307	
	X		33220	White Oak Twp	2,439,481		18.0000		
		X	33220	White Oak Twp	1,400		6.0000		
258,349,396	52,821,223	4,072,627	WILLIAMSTON						
X			33230	Alaledon Twp	10,626,337			9.5824	
	X		33230	Alaledon Twp	1,348,981		18.0000		
		X	33230	Alaledon Twp	293,400		6.0000		
			33230	Leroy Twp	28,958,866			9.5824	
	X		33230	Leroy Twp	4,518,862		18.0000		
		X	33230	Leroy Twp	273,577		6.0000		
			33230	Locke Twp	20,748,490			9.5824	
X	X		33230	Locke Twp	2,610,856		18.0000		
		X	33230	Locke Twp	-		6.0000		

1		2		3	4	Millages			8
All Property	Non-Homestead	Comm. Personal	School District School District Code	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	5	Extra Voted		County Use Notes
							6 Operating	7 Bldg/Site Sinking Fund	
			WILLIAMSTON continued						
X			33230 Meridian Charter Twp		31,250,706			9.5824	
	X		33230 Meridian Charter Twp		2,399,708		18.0000		
		X	33230 Meridian Charter Twp		647,200		6.0000		
X			33230 Wheatfield Twp		47,252,834			9.5824	
	X		33230 Wheatfield Twp		5,845,972		18.0000		
		X	33230 Wheatfield Twp		398,700		6.0000		
X			33230 Williamstown Twp		114,199			9.5824	
	X		33230 Williamstown Twp		-		18.0000		
		X	33230 Williamstown Twp		-		6.0000		
			33230 C-Williamstown		104,466,486			9.5824	Includes RZ Back to Roll
X			33230 C-Williamstown		36,116,645		18.0000		Includes 75% RZ Back to Roll
	X		33230 C-Williamstown		2,374,670		6.0000		Includes 75% RZ Back to Roll
X			33231 Locke Twp		90,199			9.5824	Perry tr to Williamston (6/18/00)
			33231 Locke Twp		-		18.0000		
			33231 Locke Twp		-		6.0000		
X			33236 Williamstown Twp		273,922			9.5824	Perry tr to Williamston (9/25/95)
			33236 Williamstown Twp		-		18.0000		
			33236 Williamstown Twp		-		6.0000		
X			33237 Williamstown Twp		134,007			9.5824	Perry tr to Williamston (10/24/96)
			33237 Williamstown Twp		-		18.0000		
			33237 Williamstown Twp		-		6.0000		
X			33238 Wheatfield Twp		81,625			7.7824	Dansville tr to Williamston (4/25/00)
	X		33238 Wheatfield Twp		81,625		18.0000		
			33238 Wheatfield Twp		-		6.0000		
X			33239 Wheatfield Twp		94,582			7.7824	Dansville tr to Williamston (5/17/02)
			33239 Wheatfield Twp		-		18.0000		
			33239 Wheatfield Twp		-		6.0000		
X			33241 Williamstown Twp		13,992,697			9.5824	Perry tr to Williamston (9/19/03)
	X		33241 Williamstown Twp		1,825,516		18.0000		
			33241 Williamstown Twp		-		6.0000		

All Property	1		2	3	4	Millages			8
	Non-Homestead	Comm. Personal				5	6	7	
			School District	List Each Twp/City Where Located Separately	Taxable Value for Each Township/City	Operating	Bldg/Site Sinking Fund		
			WILLIAMSTON continued						
X			33233	C-Williamston RZ	264,446		8.8357	Renaissance Zone	
	X		33233	C-Williamston-RZ	179,366			Renaissance Zone	
		X	33233	C-Williamston-RZ	85,080			Renaissance Zone	
1,399,251	110,008		NW JACKSON						
X			38140	Leslie Twp	439,350		4.7879		
	X		38140	Leslie Twp	54,600	18.0000			
			38140	Leslie Twp	-	6.0000			
X			38140	Onondaga	959,901		4.7879		
	X		38140	Onondaga	55,408	18.0000			
			38140	Onondaga	-	6.0000			
85,977	1,500		SPRINGPORT						
X			38150	Onondaga Twp	85,977		6.7000		
	X		38150	Onondaga Twp	1,500	18.0000			
			38150	Onondaga Twp	-	6.0000			
7,291,297	2,256,719		FOWLERVILLE						
X			47030	Locke Twp	775,682		9.5500		
	X		47030	Locke Twp	119,144	18.0000			
			47030	Locke Twp	-	6.0000			
X			47030	White Oak Twp	6,515,615		9.5500		
	X		47030	White Oak Twp	2,137,575	18.0000			
			47030	White Oak Twp	-	6.0000			
7,338,210	425,102		MORRICE						
X			78060	Locke Twp	7,338,210		7.0000		
	X		78060	Locke Twp	425,102	16.4734			
			78060	Locke Twp	-	4.4734			
172,180,154	23,025,342	903,200	PERRY						
X			78080	Locke Twp	11,700,643		7.6000		
	X		78080	Locke Twp	1,261,554	18.0000			
		X	78080	Locke Twp	36,900	6.0000			
X			78080	Williamstown Twp	160,479,511		7.6000		
	X		78080	Williamstown Twp	21,763,788	18.0000			
			78080	Williamstown Twp	866,300	6.0000			

1	2	3	4	Millages			8
				5	6	7	
	Intermediate School Districts and Community College	List Each Twp/City Where Located Separately	Total Taxable Value	ISD Alloc	Operating	Bldg/Site/Debt	County Use Notes
	Ingham Intermediate School District		8,702,379,522	.1894	5.7987		Spec Ed 4.5062 Voc Ed 1.2925 No debt Lansing Schools do not pay vocational ed.
	Clinton	461,147,692					
	Eaton	780,757,513					
	Ingham	7,212,980,923					
	Jackson	111,271,340					
	Livingston	99,064,368					
	Shiawassee	7,466,066					
	Washtenaw	29,691,620					
	Eaton Intermediate Schools District		152,862,052	.1843	3.6935		Spec Ed 2.7704 Voc Ed .9231 No debt
	Aurelius Township	24,572,075					
	Delhi Township	66,801,185					
	Onondaga Township	61,488,792					
	Jackson Intermediate School District		1,485,228	.3422	8.4178		Spec Ed 6.2764 Voc Ed 2.1414 No debt
	Leslie Twp	439,350					
	Onondaga Twp	1,045,878					
	Livingston Intermediate School District		7,291,297	.0665	3.2920		Spec Ed 3.2920 No Debt
	Locke Twp	775,682					
	White Oak Twp	6,515,615					
	Shiawassee Intermediate School District		33,031,550	.2238	3.6802		Spec Ed 3.6802 No debt
	Locke Twp	19,038,853					
	Williamstown Twp	13,992,697					
	Lansing Community College		10,621,314,784		3.8072		Operating
	Ingham County	7,212,980,923					
	Clinton County	1,420,596,241					
	Eaton County	1,874,619,307					
	Ionia County	6,124,255					
	Livingston County	99,064,368					
	Shiawassee County	7,929,690					

Agenda Item 7

TO: Board of Commissioners, County Services and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: October 31, 2016

SUBJECT: The replacement of parking lot light poles and LED light fixtures in the Human Services Building parking lot

For the meeting agendas of: November 15 & 16

BACKGROUND

The Facilities Department would like to replace ten (10) 25-foot-long parking lot light poles, two (2) 39-foot-round tapered steel light poles as well as twelve (12) LED light fixtures that have deteriorated over time to the point of causing a safety hazard. Wolverine Engineers & Surveyors, Inc. were hired to perform preliminary design and construction services and based on reference checks and bid amount, they have recommended Centennial Electric, LLC, for replacements.

ALTERNATIVES

There are no alternatives for this project.

FINANCIAL IMPACT

Centennial Electric, LLC submitted the lowest responsive and responsible bid of \$43,975.00. The Facilities Department is asking for an \$8,500.00 contingency for any unforeseen circumstances that may arise. Funds for this project are available in the approved CIP Line Item #631-23304-931000-6FC06 which has a current balance of \$229,960.00.

OTHER CONSIDERATIONS

There are no other considerations for this project.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support an agreement with Centennial Electric, LLC to replace ten (10) 25-foot-long light poles, two (2) 39-foot-round tapered steel light poles as well as twelve (12) LED light fixtures in the Human Services Building parking lot for a not to exceed total cost of \$52,475.00.00 which includes the requested \$8,500.00 contingency.

Agenda Item 7

TO: Rick Terrill, Director of Facilities

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

DATE: October 21, 2016

RE: Memo of performance for Request for Proposal No. 183-16:
Exterior Light Poles Replacements

Per your request, the Purchasing Department sought proposals from qualified and experienced electrical contractors for the removal and replacement of ten (10) 25 foot light poles and two (2) 39 foot light poles located within the campus of the Ingham County Human Services Building, 5303 S. Cedar Street, Lansing MI 48911, including all other appurtenances, material, labor, supervision, equipment, miscellaneous parts and fittings as may be necessary and required for a complete and fully functional and operational system.

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

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendor invited to propose	82	15
Vendor attending pre-bid/proposal meeting	9	2
Vendors responding	5	1

The following grid is summary of the vendors' costs:

Vendor Name	Local Pref	Total Base Bid w/ 2 Added Fixtures
Centennial Electric LLC	No, Grand Ledge, MI	\$45,895.00
Airport Lighting Employee Owned LLC	No, Lansing (Eaton Cty)	\$49,200.00
J. Ranck Electric, Inc.	No, Macomb, MI	\$49,961.00
FD Hayes Electric	Yes, Ingham	\$58,481.00
Rauhorn Electric, Inc.	No, Mt. Pleasant MI	\$139,729.12

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

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

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

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

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AWARDING A CONTRACT TO CENTENNIAL ELECTRIC, LLC FOR
EXTERIOR LIGHT POLES AND LED LIGHT FIXTURE REPLACEMENT IN THE
HUMAN SERVICES BUILDING PARKING LOT**

WHEREAS, ten (10) 25-foot-long parking lot light poles and two (2) 39-foot-round tapered steel light poles have deteriorated over time to the point of causing a safety hazard and need to be replaced; and

WHEREAS, twelve (12) LED light fixtures will also be replaced; and

WHEREAS, Wolverine Engineers & Surveyors, Inc. were hired to perform preliminary design and construction services and based on reference checks and bid amount, they have recommended Centennial Electric, LLC for exterior light pole and LED light fixture replacement; and

WHEREAS, both the Purchasing and Facilities Departments agree that a contract be awarded to Centennial Electric, LLC who submitted the lowest responsive and responsible bid in the amount of \$43,975.00; and

WHEREAS, the Facilities Department is asking for an \$8,500.00 contingency for any unforeseen circumstances that may arise; and

WHEREAS, funds for this project are available within the approved CIP Line Item #631-23304-931000-6FC06 which has a current balance of \$229,960.00.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes awarding a contract to Centennial Electric, LLC, PO Box 56, Grand Ledge, Michigan, 48837 to replace ten (10) 25-foot-long light poles, two (2) 39-foot-round tapered steel light poles as well as twelve (12) LED light fixtures in the Human Services Building parking lot for a not to exceed total cost of \$52,475.00 which includes the requested \$8,500.00 contingency.

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 8

TO: Board of Commissioners, County Services Committee, and Finance Committee
FROM: Deb Fett, CIO
DATE: 11/01/2016
SUBJECT: Resolution – Datacenter UPS Replacement - Engineering

BACKGROUND

Ingham County currently has a large uninterruptible power supply (UPS) device controlling the electrical for our main datacenter. This device ensures our infrastructure remains operational should a power failure occur so the site can continue operation until the generator power kicks in, while also providing consistent filtered power. Although batteries have been replaced already, over time they will completely fail and be unable to recover. To prevent that total breakdown, it behooves us to replace them while there is no crisis. As ITD does not have the skills in house to create a blah RFP for replacement, we will need to contract with an electrical engineer to draft an RFP that completely suits our needs.

ALTERNATIVES

Following due process requirements, an RFP was released and bids were received for the engineering services requested. The bidders were:

Geotech	\$8,455.00
Matrix	\$14,500.00
MacMillan & Associates	\$9,000.00
Wm Kibbe & Associates	\$10,850.00
FTC&H	\$29,300.00
Integrated Architecture	\$20,545.00
Comprehensive Eng.	\$8,750.00

FINANCIAL IMPACT

The funding for the \$9,000.00 quote will come from the County’s Innovation and Technology Department’s Network Hardware Fund #636-25810-932032.

OTHER CONSIDERATIONS

MacMillan & Associates was chosen they have not only provided a reasonable cost, but also provided a workable timeline and project outline. In addition, they have worked with Ingham County on previous successful projects including the primary electric and emergency generator at the building in question.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the contract for MacMillan & Associates for engineering services to replace our UPS for our main datacenter.

Agenda Item 8

TO: Deb Fett, IT Director

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

DATE: September 26, 2016

RE: Memo of performance for Request for Proposal (RFP) No. 155-16: Professional Electrical Engineering Services for the Replacement of an Uninterruptible Power Supply (UPS)

Per your request, the Purchasing Department sought proposals from qualified and experienced qualified professional engineering firms or individuals for the purpose of providing electrical engineering services for the replacement of an uninterruptible power supply (UPS) in the Data Center of the Ingham County Information Technology (IT) Department.

The RFP was advertised in the Lansing State Journal, The Chronicle and posted on the Ingham County Purchasing Department website.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendor invited to propose	147	35
Vendor attending pre-bid/proposal meeting	8	3
Vendors responding	7	3

Vendors not responding

Preventive Maintenance Technologies LLC, Wixom, MI: PM Technologies does not employ an engineer on their staff at this time, so will be unable to provide the services you are requesting.

The following grid is summary of the vendors' costs:

Vendor Name	Local Pref	Phase I	Phase II	Grand Total
Geotech Inc.	No, Grand Rapids	\$2,895.00	\$5,560.00	\$8,455.00
Comprehensive Engineering	No, Grand Rapids	\$6,000.00	\$2,750.00	\$8,750.00
MacMillian & Assoc. Consulting Engineers	No, Bay City	\$5,500.00	\$3,500.00	\$9,000.00
Wm A. Kibbe & Assoc. Inc.	Yes, Lansing	\$3,150.00	\$7,700.00	\$10,850.00
Matrix Consulting Engineers Inc.	Yes, Lansing	\$12,500.00	\$2,000.00	\$14,500.00
FTC&H Inc.	Yes, Lansing	\$6,150.00	\$23,150.00	\$29,300.00
Integrated Architecture LLC	No, Grand Rapids	\$10,825.00	\$9,695.00	\$20,545.00

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

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

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

**INGHAM COUNTY PURCHASING DEPARTMENT
RECORD OF BID/PROPOSAL OPENING**

OPENING STAMP: 09/21/16 AM 11:00 PUR

PACKET # 155-16 A/E Services for UPS Replacement

Attendees: None

VENDOR NAME	LOCAL PREF	Phase I	Phase II	Grand Total	TIME STAMP
Geotech	No, Grand Rapids	\$2,895.00	\$5,560.00	\$8,455.00	09/20/2016 AM 10:06 PUR
Matrix	Yes, Lansing	\$12,500.00	\$2,000.00	\$14,500.00	09/20/16 PM 3:06 PUR
MacMillian & Assoc.	No, Bay City	\$5,500.00	\$3,500.00	\$9,000.00	09/21/16 AM 7:37 PUR
Wm Kibbe & Assoc	Yes, Lansing	\$3,150.00	\$7,700.00	\$10,850.00	09/21/16 AM 7:37 PUR
FTC&H	Yes, Lansing	\$6,150.00	\$23,150.00	\$29,300.00	09/21/16 AM 8:15 PUR
Integrated Architecture	No, Grand Rapids	\$10,825.00	\$9,695.00	\$20,545.00	09/21/16 AM 9:47 PUR
Comprehensive Eng.	No, Grand Rapids	\$6,000.00	\$2,750.00	\$8,750.00	09/21/16 AM 10:11 PUR

Recorder: Julie Buckmaster

Witness James Hudgins

Introduced by County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE UPS REPLACEMENT ENGINEERING SERVICES

WHEREAS, the Uninterruptable Power Supply (UPS) is a critical component to the Ingham County network and is located in the Ingham County Data Center; and

WHEREAS, it provides power to all computers and equipment in the Ingham County Data Center in the case of a power failure; and

WHEREAS, the device in question has been in place for numerous years and is in need of replacement; and

WHEREAS, ITD utilized the RFP process to obtain bids from multiple vendors for electrical engineering assistance in creating specifications for replacing the main datacenter UPS; and

WHEREAS, the County has successfully used MacMillan & Associates for numerous projects in the past; and

WHEREAS, the contract has a not to exceed cost of \$9,000.00.

THEREFORE BE IT RESOLVED, that the Board of Commissioners do hereby authorize the contracting of engineering services with MacMillan & Associates for assisting with the UPS replacement at our datacenter in the amount not to exceed \$9,000.00.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the county's Network Fund #63625810-932030.

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

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

MEMORANDUM

TO: County Services and Finance Committees

FROM: Robert Peterson, Director of Engineering
Road Department

DATE: October 31, 2016

SUBJECT: Okemos Road and Jolly Road Maintenance of Traffic (MOT) and Signal Timing Professional Engineering Services

The Ingham County Road Department (ICRD) received state and federal funding to reconstruct the Okemos Road and Jolly Road intersection as Phase 2 of the Jackson National Life Insurance (JNL) road improvements. The grant is for road construction to accommodate traffic generated as a result of the JNL \$100M office expansion project. The reconstruction work includes grade modifications, installation of northbound, southbound, and eastbound right turn lanes and new signalization.

Preliminary maintenance of traffic (MOT) scoping suggests that during the intersection's reconstruction, left turn movements will need to be restricted or eliminated at the Okemos Road and Jolly Road intersection. All left turn movements would then be moved to side roads with possible temporary signals where the side roads intersect with Okemos Road and Jolly Road. Consulting services are needed to model and design these types of complex MOT plans as well as temporary and permanent signal timing as the road department does not have the capability to perform this work internally.

The Purchasing Department solicited proposals from Michigan Department of Transportation (MDOT) pre-qualified design consultants to provide professional engineering services, for the Okemos Road and Jolly Road MOT and Signal Timing Project, and received two (2) proposals. The proposed fees submitted were \$38,900 and \$39,750. ICRD and Purchasing Department staff reviewed the proposals for adherence to county purchasing requirements, proposed scope of work, similar project experience, and overall value to the county.

Based on the review, the Road Department recommends that Bergmann Associates, Inc. of Lansing, Michigan, be retained to provide the requested professional services for a not-to-exceed fee of \$39,750. Although both proposals were excellent and both firms are qualified to perform the work, the Bergmann proposal is recommended rather than the RS Engineering proposal because Bergmann performed the initial traffic modeling for JNL to secure the state grant, thus we assume Bergman will be able to complete the work more expediently, and their proposed fee is within 2.2% of the low bid.

The Road department's adopted 2016 and 2017 budgets have funds to cover this expenditure.

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

Agenda Item 9

TO: Robert Peterson, Road Department
FROM: James Hudgins, Director of Purchasing
DATE: October 28, 2016
RE: Memo of performance for RFP No. 194-16: Okemos Road and Jolly Road MOT and Signal Timing Project.

Per your request, the Purchasing Department sought proposals from qualified and experienced engineering firms for the purpose of entering into a contract to provide professional engineering consulting services for the Okemos Road and Jolly Road MOT and Signal Timing Project.

The RFP was advertised in the Lansing State Journal and posted on the following sites: Michigan Infrastructure and Transportation Association (MITA); Michigan Infrastructure and Transportation Association Disadvantaged Business Enterprises (MITA-DBE); County Road Association of Michigan (CRAM); and Ingham County Purchasing Department.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendor invited to propose	94	27
Vendors responding	2	0

The following grid is a summary of the vendor's cost:

VENDOR NAME	LOCAL PREF	TOTAL:
RS Engineering	No, Eaton County	\$38,900.00
Bergmann Associates	No, Eaton County	\$39,750.00

DLZ, Lansing, MI: At this time, we cannot meet the schedule as defined in the RFP documents.

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

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

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

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE AN
OKEMOS ROAD AND JOLLY ROAD MAINTENANCE OF TRAFFIC AND SIGNAL TIMING
PROFESSIONAL ENGINEERING SERVICES CONTRACT
WITH BERGMANN ASSOCIATES, INC.**

WHEREAS, the Ingham County Road Department received state and federal funding to reconstruct the Okemos Road and Jolly Road intersection as Phase 2 of the Jackson National Life Insurance (JNL) road improvements; and

WHEREAS, Ingham County Purchasing Department solicited proposals from Michigan Department of Transportation pre-qualified design consultants to provide professional engineering services for the Okemos Road and Jolly Road MOT and Signal Timing Project; and

WHEREAS, per RFP #194-16 the Purchasing Department advertised for professional engineering services for the Okemos Road and Jolly Road MOT and Signal Timing Project and received two (2) proposals; and

WHEREAS, Road Department and Purchasing Department staff reviewed the proposals for adherence to county purchasing requirements, proposed scope of work, similar project experience, and overall value to the county; and

WHEREAS, the Road Department recommends that the Board of Commissioners retain Bergmann Associates, Inc. to provide the professional engineering services for the not-to-exceed fee of \$39,750.

THEREFORE, BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a professional services contract with Bergmann Associates, Inc. 7050 West Saginaw Highway, Suite 200, Lansing, Michigan, based on its Okemos Road and Jolly Road MOT and Signal Timing Project Professional Engineering Services Proposal dated October 28, 2016, for the not-to-exceed fee of \$39,750.

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

TO: County Services and Finance Committees
FROM: Travis Parsons, Human Resources Director
DATE: October 20, 2016
SUBJECT: Resolution Approving Modifications to the 2016 Managerial and Confidential Employee Personnel Manual

BACKGROUND

The County Services Committee reviewed and discussed the current language in the Managerial and Confidential Employee Personnel Manual specifically regarding Section k, Severance Pay. The Committee explored the historical language and process changes that have taken place since the inception of the employee manual in 1982. Questions and concerns arose regarding the application of this section and the approval process of salary and fringe benefit continuation in conjunction with resignation agreements and comprehensive waivers of claim.

Between 1982 and 1999, severance for reasons other than layoff required the request be approved by the Administrative Services/Personnel Committee and in all cases; any extension of this benefit up to an additional 6 months had to be approved by the Committee. The language was changed, beginning in the 2000 Managerial and Confidential Employee Personnel Manual, eliminating the practice of seeking approval for the initial term of salary and benefit continuation.

At the last County Services Committee meeting, revised language was proposed for consideration which reintroduced the authorization process by the County Services Committee for the initial provision of up to six (6) months of severance for reasons other than layoff and maintained the approval by Committee of any extension thereof.

In addition, the proposed language changes clearly establish the requirements for execution to include a release and waiver agreement, approved by Corporation Counsel, signed by the affected employee and the Chairperson of the Board of Commissioners.

The County Services Committee requested the County Attorney research and provide clarification regarding the possible need for the release and waivers agreements that include severance to be approved by the full Board of Commissioners prior to executing the agreements. A representative from Corporation Counsel will be available to address these questions.

ALTERNATIVES

To take no action and the practice, as outlined in the personnel manual, will remain status quo.

FINANCIAL IMPACT

No measurable financial impact.

OTHER CONSIDERATIONS

None

RECOMMENDATION

To comport with the desire of the current Board of Commissioners, I respectfully recommend approval of the attached resolution approving modifications to the 2016 Managerial and Confidential Employee Personnel Manual.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION APPROVING MODIFICATIONS TO THE
2016 MANAGERIAL AND CONFIDENTIAL EMPLOYEE PERSONNEL MANUAL**

WHEREAS, the Board approved the 2016 Managerial and Confidential Employee Personnel Manual per resolution #15-469; and

WHEREAS, it is necessary to amend the 2016 Managerial/Confidential Employee Personnel Manual.

THEREFORE BE IT RESOLVED, the Ingham Board of Commissioners hereby approves the following amendment to the 2016 Managerial and Confidential Employee Personnel Manual:

Change in language under Section K, Severance Pay, subsection 3:

a. Subject to the provisions stated herein, if a manager or confidential employee is laid off due to elimination of his/her position **and if alternate job placement in a County position has not been successful**, the Employer will continue that person's salary, health insurance, life insurance and dental insurance coverage for one (1) month for each **continuous** year of service to a maximum of six (6) months. The salary payments will be made on a bi-weekly basis, and continue for the period of time stated above provided the employee does not obtain other employment, nor receive unemployment compensation during that time. **The salary continuation will not include contributions to MERS retirement and the employee will receive no service credit under the MERS Plan subsequent to the date of separation.** This compensation may be extended, as well as the above fringe benefits, at the sole discretion of the County Services Committee up to an additional six (6) months for those employed ten (10) or more **continuous** years. The above payments will be subject to normal tax withholdings. **Prior to any such payment, a release and waiver agreement, approved by Corporation Counsel, must be executed by the affected employees and the Chairperson of the Ingham County Board of Commissioners.**

b. A Manager or Confidential employee's employment and compensation can be terminated for any reason, at any time, at the option of either the Employer or employee. If a Manager or Confidential employee's employment is terminated by the Employer and his/her termination from employment is for other than death, retirement, or involuntary discharge, the Manager or Confidential employee may be provided one (1) month's continuation of salary, health insurance, life insurance and dental insurance coverage for each **continuous** year of service to a maximum of six (6) months of severance compensation. Payments will be made on a bi-weekly basis, subject to normal withholding of taxes. **The County Services Committee must authorize such compensation.** In addition, such salary and fringe benefit continuation is subject to and contingent upon the employee not being employed elsewhere, nor receiving unemployment compensation during that time. **The salary continuation will not include contributions to MERS retirement and the employee will receive no service credit under the MERS Plan subsequent to the date of separation.** This compensation may be extended, as well as the above fringe benefits, at the sole discretion of the County Services Committee up to an additional six (6) months for those employed ten (10) or more **continuous** years. The decision to grant or deny an extension of benefits is within the sole discretion of the County Services Committee. **Prior to any such payment, a release and waiver agreement, approved by Corporation Counsel, must be executed by the affected employees and the Chairperson of the Ingham County Board of Commissioners.**

BE IT FURTHER RESOLVED, that the amendment to the Managerial and Confidential Employee Personnel Manual will be effective immediately upon approval of this resolution by the Board of Commissioners.

DW Draft Date: 10/21/16

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION OF INTENT TO ENTER INTO
CONTRACT OF LEASE WITH INGHAM COUNTY BUILDING AUTHORITY;
TO AUTHORIZE PUBLICATION OF NOTICE OF INTENT; AND
TO DECLARE INTENT TO REIMBURSE**

At a regular meeting of the Ingham County Board of Commissioners (the "Board") held on the ____ day of _____, 2016, at ____ .m., Michigan time, in the Ingham County Courthouse in Mason, Michigan.

PRESENT: _____

ABSENT: _____

The following preamble and resolution were offered by Commissioner _____ and seconded by Commissioner _____:

WHEREAS, the County of Ingham, Michigan (the "County") has established the Ingham County Building Authority (the "Authority") pursuant to Act 31 of the Public Acts of Michigan of 1948 (First Extra Session), as amended ("Act 31"); and

WHEREAS, the Community Mental Health Authority of Clinton-Eaton-Ingham Counties ("CMH") has requested the County and the County deems it necessary and advisable to renovate, construct, furnish, equip and improve the existing Community Mental Health Building located at 812 East Jolly Road, Lansing, Michigan and to acquire, construct, furnish and equip an approximately 42,000 square foot addition thereto, together with associated parking (collectively, the "Project"); and

WHEREAS, the Authority is authorized by its Articles of Incorporation and Act 31 to renovate, construct, furnish and equip the Project on behalf of the County, to finance the cost of the Project by the issuance of bonds ("Bonds") and to lease the Project to the County; and

WHEREAS, a proposed Contract of Lease, in the form attached hereto as Exhibit A (the "Lease"), providing for the lease of the Project by the County from the Authority has been presented to and reviewed by the Board; and

WHEREAS, the Lease shall not become effective until 45 days after Notice of Intent of entering into a Lease has been published in a newspaper of general circulation in the County, pursuant to Section 8b of Act 31; and

WHEREAS, it is contemplated that the County and/or the Authority will enter into a lease, amended lease, or sublease of the Project with CMH, who will be the major tenant in, occupy and maintain the Project, and pay rental with respect to the Project; and

WHEREAS, it is contemplated that the County and/or the Authority will enter into a ground lease with CMH with respect to the Site for the Project; and

WHEREAS, it is anticipated that if advances of all or a portion of the costs of the Project are made prior to the issuance of the Bonds, such advance or advances will be repaid from proceeds of the Bonds upon issuance thereof; and

WHEREAS, Section 1.150-2 of the Treasury Regulations on Income Tax (the "Reimbursement Regulations") specifies conditions under which a reimbursement allocation may be treated as an expenditure of bond proceeds, and the County intends by this resolution to qualify amounts advanced by CMH or the County or the Authority to the Project for reimbursement from proceeds of the Bonds in accordance with the requirements of the Reimbursement Regulations.

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. That the County intends to enter into the Lease with the Authority for the renovation and construction of the Project.
2. That the Lease and the Bonds issued to finance the Project shall contain the terms and conditions as finally approved by the County and the Authority and shall be subject to the general limitations set forth in Exhibit B hereto.
3. That the Lease as presented to the Board on this date shall be maintained on file at the office of the County Clerk for public inspection together with a certified copy of this Resolution.
4. That the obligations of the County as set forth in the Lease, shall be the full faith and credit (limited tax) general obligation of the County, it being understood that any tax levied by the County to meet these obligations is a first budget obligation, subject to existing constitutional, statutory and charter tax limitations.
5. That the County Clerk is authorized and directed to publish a Notice of Intent to enter into the Lease in substantially the form attached hereto as Exhibit B, in the *Lansing State Journal*, which is hereby determined to be the newspaper reaching the largest number of persons to whom said Notice is directed.
6. The Project shall consist of the renovation, construction, furnishing, equipping and improvement of the Community Mental Health Building located at 812 East Jolly Road, Lansing, Michigan and the acquisition, construction, furnishing and equipping of an approximate 42,000 square foot addition thereto, together with associated parking.
7. The maximum principal amount of obligations expected to be issued for the Project is \$10,000,000.
8. The County hereby declares its official intent to issue Bonds to finance the costs of the Project, and hereby declares that it reasonably expects to reimburse advances to the Project as anticipated by this resolution.
9. That the County and/or the Authority shall enter into a (i) sublease, lease or agreement with CMH of the Project and, if necessary, (ii) a ground lease with CMH with respect to the Site for the Project.
10. That all resolutions and parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

IN FAVOR: _____

AGAINST: _____

ABSTENTIONS: _____

RESOLUTION ADOPTED.

I, the undersigned, the duly qualified and acting Clerk of the County of Ingham, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Ingham County Board of Commissioners at the meeting indicated, the original of which resolution is on file in my office. I further certify that notice of the meeting was given, the meeting was held and the minutes therefor were filed and will be or have been made available, all in accordance with the provisions of the Open Meetings Act, Act No. 267, Public Acts of Michigan, 1976, as amended.

Dated: _____, 2016

Barb Byrum, Ingham County Clerk

EXHIBIT A

CONTRACT OF LEASE

DW Draft Date: 10/21/16

CONTRACT OF LEASE

THIS FULL FAITH AND CREDIT (LIMITED TAX) GENERAL OBLIGATION CONTRACT OF LEASE made as of the 1st day of _____, 2016, by and between the INGHAM COUNTY BUILDING AUTHORITY (sometimes hereinafter referred to as the "Authority"), a building authority organized and existing under and pursuant to the provisions of Act No. 31, Public Acts of Michigan, 1948 (First Extra Session), as amended, (sometimes hereinafter referred to as "Act 31"), and the COUNTY OF INGHAM, a county organized and existing under the Constitution and laws of the State of Michigan (sometimes hereinafter referred to as the "County").

WITNESSETH:

WHEREAS, the Authority has been incorporated by the County pursuant to Act 31 for the purposes set forth in Act 31; and

WHEREAS, the Community Mental Health Authority of Clinton-Eaton-Ingham Counties ("CMH") has requested the County to renovate, construct, furnish, equip and improve the existing Community Mental Health Building located at 812 East Jolly Road, Mason, Michigan, and has proposed that the County renovate, construct, furnish, equip and improve said facility and construct, acquire, furnish and equip an approximately 42,000 square foot addition thereto, together with associated parking (the said facility and addition hereinafter sometimes referred to as the "Project"); and

WHEREAS, it is proposed that the Authority finance all or part of the cost of the Project by the issuance of building authority bonds payable from cash rental payments by the County to the Authority pursuant to this Contract of Lease; and

WHEREAS, an estimate of [40] years and upwards as the period of usefulness of the Project and an estimate of [\$10,000,000] as the cost of the Project have been prepared and have been filed with the County Clerk and the Secretary of the Authority; and

WHEREAS, in order to provide for renovating, constructing, furnishing, equipping, improving and financing the Project and to make possible the issuance of building authority bonds to defray all or part of the cost of the Project it is necessary for the parties to enter into this Contract of Lease.

THEREFORE, IN CONSIDERATION OF THE MUTUAL UNDERTAKINGS AND AGREEMENTS HEREINAFTER SET FORTH, IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

1. The Authority shall, as soon as practicable after the effective date of this Contract of Lease, proceed to issue its building authority bonds in one or more series in the aggregate principal amount of

[\$10,000,000] or such lesser amount as shall be determined by the Commission of the Authority to be necessary to defray all or part of the cost of the Project, pursuant to and in accordance with the provisions of Act 31, and shall pledge for the payment of the principal of and interest on said bonds the receipts from the cash rental payments hereinafter agreed to be paid by the County. The bonds shall be serial bonds, term bonds or a combination thereof dated as of such date as shall be determined by the Authority, shall bear interest at a rate or rates not to exceed [7%] per annum and shall mature (subject to such prior redemption, if any, as may be provided in the bond authorizing resolution) on such dates and in such years as shall be determined in the resolution authorizing the issuance of the bonds. Upon receipt of the proceeds of the sale of the building authority bonds the Authority immediately shall deposit such proceeds (other than any premium, capitalized interest and accrued interest received from the purchaser of the bonds, which shall be transferred to the bond and interest redemption fund) into a construction fund, which shall be maintained as a separate depository account and from which shall be paid the cost of the Project.

2. After the building authority bonds have been sold, the Authority shall renovate, construct, furnish, equip and improve the Project or cause the renovation, construction, furnishing, equipping and improving thereof.

(a) The Authority shall contract with the architect selected by CMH for the Project unless the Authority objects to the contracting with the selected architect. In such event the Authority shall contract with another architect selected by CMH with whom the Authority has no objections. All final plans and specifications prepared by the architect and the total project budget shall be reviewed and approved by CMH before commencement of construction. The final plans and specifications and the total project budget shall also require approval of the Authority and the County, which approval shall not be unreasonably withheld.

(b) The Authority, in consultation with CMH, shall select a construction manager for the Project. After the plans and specifications have been approved by the Authority, CMH and the County, no changes shall be made except as approved by the Authority, the County and CMH in writing. The Authority, the County and CMH shall designate those persons who are authorized to approve changes to the plans and specifications. Any such changes shall be made by change order.

(c) The cost estimate and the estimated period of usefulness for the Project, both of which heretofore have been filed with the County Clerk and the Secretary of the Authority, are approved and adopted. The cost of the Project shall include not only the direct costs of renovating, constructing, furnishing, equipping and improving the Project but all other costs including, without limitation, all architectural, engineering, construction management, moving, financial, legal, printing and publishing costs and expenses incidental to the Project and to the issuance of the building authority bonds.

3. In the event that the Authority shall at any time determine that the Project cannot be completed at the estimated cost, the Authority immediately shall so notify the County in writing, specifying the additional funds required, and thereupon one of the following actions shall be taken: (a) the County shall pay or cause to be paid to the Authority in cash the additional amount so required, or (b) the Authority shall issue building authority bonds in such increased or additional principal amount as shall be necessary to complete the Project, or (c) the Project shall be modified so as to permit its completion within the estimated cost. No such increased or additional building authority bonds shall be issued unless the County and the Authority shall provide by amendment or supplement of this Contract of Lease for such issuance and for an increase in the cash rental payable by the County hereunder sufficient to permit payment of the principal of and interest on the increased or additional bonds. Any additional building authority bonds so issued shall have equal standing with the bonds hereinbefore authorized to be issued. The proceeds of any such cash payments or increased or additional bonds (except for accrued interest, premium and capitalized interest) shall be deposited into the construction fund for the Project.

4. If, after completion of the Project, moneys remain in the construction fund, such moneys shall be considered to be an unexpended balance of the proceeds of the sale of the bonds. Any unexpended balance of the proceeds of the sale of the bonds remaining after completion of the Project may be used to improve or

enlarge the Project or for other Projects of the Authority leased to the County if such use is approved by the Michigan Department of Treasury, if required by law, and by the County. Any unexpended balance not so used shall be paid into the bond and interest redemption fund and the County shall receive a credit against the cash rental payments next due under this Contract of Lease to the extent of the moneys so deposited in the manner provided in the resolution authorizing the bonds.

5. The Authority shall require the contractor or contractors for the construction of the Project to furnish all necessary bonds guaranteeing performance and all labor and materials bonds and all owners protective, workers compensation and liability insurance required for the protection of the Authority and the County. All bonds and insurance, and the amounts thereof, shall be subject to approval of the County attorney. All such insurance shall be made effective from the date of issuance of the building authority bonds described in Section 1 or commencement of construction of the Project, whichever is later. The Authority also shall require a sufficient fidelity bond from any person handling funds of the Authority.

6. The Authority hereby leases the Project and the Site described on Exhibit A to the County for a term commencing on the effective date of this Contract of Lease and ending on _____, 20__, or such earlier date as hereinafter provided. Possession of the Project shall vest in the County upon completion of construction of the Project. When all of the building authority bonds issued by the Authority to finance the Project have been retired, the Authority shall convey to the County all of its right, title and interest in the Project and any lands, air space, easements or rights-of-way appertaining thereto. Upon such conveyance by the Authority to the County, this Contract of Lease and the leasehold term shall terminate and the Authority shall have no further interest in, or obligations with respect to, the Project.

7. The County hereby agrees to pay to the Authority as cash rental for the Project herein leased to it by the Authority such periodic amounts as shall be sufficient to enable the Authority to pay the principal of and interest on the building authority bonds to be issued by the Authority as such principal and interest shall become due. On the 15th day of the month preceding the first date that any noncapitalized interest shall become due on the bonds and semiannually thereafter while any of the bonds remain outstanding the County shall pay to the Authority an amount sufficient to pay the interest due on the bonds on the first day of the following month. On the 15th day of the month preceding the first principal payment date on the bonds and annually thereafter while any of the bonds are outstanding the County shall pay the Authority an amount sufficient to pay the principal due on the bonds on the first day of the following month. If for any reason the cash rental payments made by the County are not used to pay the principal of and interest on the bonds, the County agrees to pay to the bondholders on behalf of the Authority as additional cash rental such amounts as are necessary to pay such principal and interest. The County hereby pledges its limited tax full faith and credit for the payment of the cash rental when due and agrees that it will levy each year such ad valorem taxes as shall be necessary for the payment of such cash rental which taxes shall be subject to applicable constitutional and statutory tax limitations. If the County, at the time prescribed by law for the making of its annual tax levy, shall have other funds on hand which have been set aside and earmarked for payment of its obligations for which a tax levy otherwise would have to be made, then the tax levy shall be reduced by the amount of such other funds. Such other funds may be raised from any lawful source. The obligation of the County to make such cash rental payments shall not be subject to any setoff by the County nor shall there be any abatement of the cash rentals for any cause including, but not limited to, casualty that results in the Project being untenable.

8. The County may pay in advance to the Authority any cash rental payments herein required to be made and in such event shall be credited therefor upon future-due cash rental payments as the County shall direct. Any such advance payments, if the County shall so direct, shall be used by the Authority to redeem or purchase bonds prior to maturity when and to the extent possible and to pay the interest thereon and any call premiums applicable thereto. Any such advance payments shall be deposited in the bond and interest redemption fund of the Authority. The County also shall have the right to purchase bonds on the open market and to surrender the same to the Authority at any time. In the event that any bonds are redeemed or purchased and surrendered as above provided, the respective amounts which otherwise would have been payable as

semiannual interest thereon shall be credited upon the cash rental payments otherwise required to be made on the cash rental payment dates next preceding such semiannual interest payment dates and the principal amount of such bonds shall be credited upon the cash rental payments otherwise required to be made on the cash rental payment dates next preceding the maturity dates of the bonds. Any bonds redeemed, purchased or surrendered shall be cancelled.

9. In addition to the cash rental provided for in Section 7 hereof, the County hereby agrees to pay to the Authority all operating expenses of the Authority including expenses incidental to the issuance and payment of the bonds to the extent such expenses are not paid from the proceeds of the bonds. The obligations of the County to make such payments shall be limited tax general obligations of the County.

10. The County shall, at its own expense, operate and maintain the Project and shall keep the same in good condition and repair. The County may contract for the operation and maintenance of the Project or any part of the Project by a private party. Operation and maintenance shall include (but not be limited to) the providing of all personnel, equipment and facilities, all air conditioning, light, power, heat, telephone, water, sewage disposal, storm drainage and all other personnel services, equipment and supplies, of whatever nature, as shall be necessary or expedient for the operation and maintenance of the Project. Premiums for insurance required to be carried upon or with respect to the Project or the use thereof and taxes levied upon either party hereto on account of the ownership or use thereof or rentals or income therefrom likewise shall be deemed operation and maintenance expenses. The obligation of the County to pay all costs and expenses of the operation and maintenance of the Project shall be a limited tax general obligation of the County.

11. The County shall provide, at its own expense, fire and extended coverage, malicious mischief and vandalism insurance in an amount which is at least equal to the amount of the building authority bonds outstanding from time to time or to the amount of the full replacement cost of the Project if that amount be less than the amount of bonds outstanding. Such insurance shall be payable to the County and the Authority as their interests may appear and shall be made effective from the date of issuance of the building authority bonds described in Section 1 or commencement of construction of the Project, whichever is later. In the event of the partial or total destruction of the Project during or after construction, or if the Project is for any reason made unusable, the cash rental payments as provided in Section 7 hereof shall continue unabated. The County shall have the option to use the proceeds of insurance, in the event of loss or damage to the Project, for the repair or restoration of the Project. If the County shall determine not to use the proceeds of insurance for the repair or restoration of the Project the amount of such insurance proceeds shall be paid to the Authority and by it deposited in the bond and interest redemption fund and the County shall receive appropriate credits on future cash rental payments due.

12. The County shall provide adequate liability insurance protecting the County, the Authority and the members of the Commission of the Authority against loss on account of damage or injury to persons or property, imposed by reason of the ownership, possession, use, operation or repair of the Project or resulting from any acts of omission or commission on the part of the County, the Authority, the members of the Commission of the Authority or their agents, officers or employees in connection therewith. Such insurance shall be made effective from the date of issuance of the building authority bonds described in Section 1 or commencement of construction of the Project, whichever is later.

13. The County shall hold the Authority and the members of its Commission harmless and to the extent permitted by law keep it fully indemnified at all times against any loss, injury, or liability to any person or property by reason of the use, misuse, or non-use of the Project by the County or by any other person or from any act or omission in, on or about the Project, including any liability resulting from any and all environmental matters pertaining thereto. The County shall, at its own expense, make any changes or alterations in, on or about the Project which may be required by any applicable statute, charter, ordinance or governmental regulation or order, and shall save the Authority and the members of its Commission harmless and free from all cost or damage in respect thereto.

14. The County, in its sole discretion, may install or construct in or upon, or may remove from the Project, any equipment, fixtures or structures and may make any alterations or structural changes as it may desire, but the County shall not make any permanent alterations to the Project that will affect adversely the security for the building authority bonds to be issued by the Authority or the prompt payment of the principal of or interest on such bonds.

15. The Authority, through its officers, employees or agents, may enter upon the Project at any time during the term of this Contract of Lease for the purpose of inspecting the Project and determining whether the County is complying with the covenants, agreements, terms and conditions hereof.

16. Inasmuch as this Contract of Lease, and particularly the obligations of the County to make cash rental payments to the Authority, provides the security for payment of the principal of and interest on the building authority bonds to be issued by the Authority to finance the Project, it is hereby declared that this Contract of Lease is made for the benefit of the holders of said bonds as well as for the benefit of the parties and that said holders shall have contractual rights herein. In the event of any default on the part of the County, the Authority and the holders of said bonds shall have all rights and remedies provided by law and especially by Act 31. The parties further covenant and agree that they will not do or permit to be done any act, and that this Contract of Lease will not be amended in any manner, which would impair the security of said bonds or the rights of the holders thereof. An amendment of this Contract of Lease to authorize the issuance of additional building authority bonds and providing for the payment of additional cash rentals for the payment thereof shall not be deemed to impair the security of the bonds or the rights of the holders.

17. This Contract of Lease shall inure to the benefit of, and be binding upon the respective parties hereto and their successors and assigns; provided, however, that no assignment shall be made in violation of the terms hereof nor shall any assignment be made which would impair the security of the bonds or the rights of the holders thereof.

18. Additional building authority bonds of equal standing with the bonds herein authorized may be issued, in addition to those for which provision is made in Section 3, for the purpose of making improvements or additions to the Project; provided, however, that no such bonds of equal standing may be issued unless this Contract of Lease is amended or supplemented to provide for such issuance and for an increase in the cash rental payments required to be made by the County in amounts sufficient to permit payment of the principal of and interest on such additional bonds. Nothing in this Contract of Lease shall prevent the Authority from issuing building authority bonds to finance other Projects for lease to the County.

19. In the event the building authority bonds to finance the Project cannot be or are not issued by the Authority prior to January 1, [2018], the Project shall be abandoned and the County shall pay all expenses of the Authority incurred to the date of abandonment, and neither party shall have any further obligations under this Contract of Lease. The provisions of this Section 19 may be extended or waived by the parties by resolution of their respective governing bodies.

20. Except as otherwise provided herein, the right to give any consent, agreement or notice herein required or permitted shall be vested, in the case of the County, in its Board of Commissioners, and in the case of the Authority, in its Commission. Any notice required or permitted to be given hereunder shall be given by delivering the same, in the case of the County, to the County Clerk or the Deputy County Clerk, and in the case of the Authority, to any member of its Commission.

21. In the event there shall occur changes in the constitution or statutes of the State of Michigan which shall affect the organization, territory, powers or corporate status of the County, the terms and provisions of this Contract of Lease shall be unaffected thereby insofar as the obligation of the County to make cash rental payments is concerned. The proceeds of any sale or other liquidation of any interest of the County in the Project are hereby impressed with a first and prior lien for payment of any outstanding building authority bonds or other obligations of the Authority incurred by reason of the Project or any additions or improvements thereto.

22. This Contract of Lease shall become effective 60 days after a notice of intention of entering into this Contract of Lease has been published in a newspaper of general circulation in the County as required by

Section 8b(3) of Act No. 31; provided, however, that if a petition for a referendum requesting an election on this Contract of Lease is filed with the County Clerk within 45 days after the notice is published, signed by not less than 10% or 15,000 of the registered electors of the County, whichever is less, then this Contract of Lease shall become effective only if and when approved by a majority of the electors of the County voting thereon. This Contract of Lease shall terminate on _____, 20__, unless terminated prior to such date in accordance with the provisions hereof.

IN WITNESS WHEREOF, the INGHAM COUNTY BUILDING AUTHORITY, by its Commission, and the COUNTY OF INGHAM, by its Board of Commissioners, each have caused this Contract of Lease to be signed in its name, for and on its behalf, by its duly authorized officers, as of the day and year first above written.

Witnessed:

INGHAM COUNTY BUILDING AUTHORITY

By: _____

Its: Commission Chairperson

And: _____

Its: Commission Secretary

Witnessed:

COUNTY OF INGHAM

By: _____

Its: Chairperson, Board of Commissioners

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

By: _____

EXHIBIT A

The Project includes the renovation, construction, furnishing, equipping and improvement of the existing Community Mental Health Building located at 812 East Jolly Road, Mason, Michigan and the construction, furnishing and equipping of an approximately 42,000 square foot addition thereto, together with associated parking (collectively, the facility addition and parking improvements, collectively, the "Project").

The Site for the Project is described as follows:

Commencing at the Northwest corner of Section 3, Town 3 North, Range 2 West, City of Lansing, Ingham County, Michigan, thence South on the West Section line to a point 183 feet North of the Northwest corner of Penn-Cedar Subdivision, thence East parallel with the North line Penn-Cedar Subdivision to West line of Penn-Heights Subdivision, thence North along the West line Penn-Heights Subdivision and Battenfield Subdivision #1, extended to the North Section line, thence West to the point of beginning.

Commonly known as 812 East Jolly Road, Lansing, MI.

Beginning at a point 721.9 feet East of the NW corner of said Section 3, T3N, R2W, City of Lansing, Ingham County, Michigan, thence East on Section line 66 feet; thence South 0 degrees 43' West, on old established line 330.0 feet; thence West 66 feet; thence North 0 degrees 43' East 330 feet to the point of beginning.

Commonly known as 830 East Jolly Road, Lansing, MI.

Commencing at the Northwest corner of the East 100 acres of the Northwest 1/4 of Section 3, Town 3 North, Range 2 West, City of Lansing, Ingham County, Michigan and running thence South parallel with the Section line 20 rods; thence East 4 rods; thence North 20 rods and thence West 4 rods to the place of beginning.

Commonly known as 836 East Jolly Road, Lansing, MI.

STATE OF MICHIGAN)
)ss
COUNTY OF INGHAM)

On this ____ day of _____, 2016, in Ingham County, Michigan, before me appeared _____, the Chairperson of the Ingham County Board of Commissioners of the County of Ingham, Michigan, and, each being duly sworn, did say that the foregoing Contract of Lease was signed and sealed on behalf of said County by authority of its Board of Commissioners, and the said persons acknowledged said instrument to be the free act and deed of said County.

Notary Public, _____ County, Michigan
Acting in Ingham County, Michigan
My commission expires:

SUBLEASE

This Sublease made as of _____, 2016, by and between the COUNTY OF INGHAM, a municipal corporation and political subdivision of the State of Michigan (hereinafter referred to as the "County"), and the COMMUNITY MENTAL HEALTH AUTHORITY OF CLINTON-EATON-INGHAM COUNTIES (hereinafter designated as the "CMH").

WHEREAS, the County and the Ingham County Building Authority (the "Authority") have entered into a Full Faith and Credit General Obligation Contract of Lease dated as _____ 1, 2016 (the "Contract of Lease"), with respect to the renovation, construction, furnishing, equipping and improvement of the existing Community Mental Health Building located at 812 East Jolly Road, Lansing, Michigan and the acquisition, construction, furnishing and equipping of an approximately 42,000 square foot addition thereto, together with associated parking (collectively, the "Project"); and

WHEREAS, CMH has received a copy of the Contract of Lease and is familiar with its contents; and

WHEREAS, it is proposed that the Project be used by CMH to provide community mental health services to its members' residents; and

WHEREAS, in order to permit the Project to be used by CMH for its purposes and to permit CMH to assume the obligations of the County incurred by the County in the Contract of Lease, it is necessary for the County and CMH to enter into this Sublease.

THEREFORE, THE PARTIES AGREE AS FOLLOWS:

23. Description and Term. In consideration of the rents described below and the covenants and agreements to be performed by CMH and the County under this Sublease, the County subleases to CMH, and CMH subleases from the County, the Project, together with all improvements thereon and additions thereto as described in Exhibit A, for the term beginning as of the effective date of the Contract of Lease and ending on the termination date specified in the Contract of Lease.

24. Assumption of the County's Obligations.

(a) CMH hereby expressly assumes all of the County's obligations to pay the cash rentals, as described in the Contract of Lease at the times and in the amounts required to be paid by the County, including the obligations which are not determined as to amount at the time of this Sublease. Concurrent with the payment of the cash rentals, CMH shall give notice in writing to the County of such payment.

(b) **In further consideration of this Sublease, CMH shall pay all other amounts required to be paid by the County under the Contract of Lease;** shall continue to provide community mental health services in the jurisdictional boundaries of the County and its other members; and in addition shall be responsible for and pay all of the costs of using, owning, operating, managing, insuring, repairing, maintaining and equipping the Project and all amounts incurred by the County under the hold harmless and indemnity provisions of the Contract of Lease, and all expenses incurred under paragraphs 9, 10, 11 and 12 of the Contract of Lease. All payments of cash rental shall be made directly for and on behalf of the County to the entity described as the "Bond Registrar and Paying Agent" or "Trustee" or "Transfer Agent" in the Authority's resolution authorizing issuance of bonds, adopted by the Authority in accordance with the Contract of Lease.

(c) In further consideration of this Sublease, CMH shall assume and be subject to all limitations and responsibilities of the County under the Contract of Lease.

(d) In further consideration of this Sublease, CMH shall, at its own expense, indemnify, protect, defend and hold harmless the County, the Authority, its elected and appointed officers, employees, and agents at all times against any loss, injury, or liability to any person or property by reason of the use, misuse, or non-use of the Project by CMH or by any other person or from any act or omission in, on or about the Project, including any liability resulting from any and all environmental matters pertaining thereto. CMH shall, at its own expense, make any changes or alterations in, on or about the Project which may be required by any applicable statute, charter, ordinance or governmental regulation or order, and shall save the County and the Authority and its elected and appointed officers, employees, and agents harmless and free from all cost or damage in respect thereto.

25. Assignment and Authorization.

(a) CMH covenants not to assign or transfer this Sublease under any circumstances without the prior written consent of the County.

(b) [CMH authorizes the County Treasurer to allocate and utilize, without any further authorization or action on the part of CMH, the millage monies, if any, of CMH that may be lawfully used by CMH for payment of CMH's obligations under this Sublease.]

26. CMH's Responsibilities.

Without limiting the foregoing, CMH agrees as follows:

(a) CMH shall accept the premises "as is and with all faults."

(b) CMH shall pay for all gas, water, heat, electricity, light, telephone, or any other communication or utility service used in or rendered or supplied to the premises during the term of this Sublease, as the same shall become due.

(c) CMH shall not perform or permit any acts or carry on any practices which may injure the building and structures on the premises, and shall, to the extent practicable, keep the premises clean and free from rubbish, dirt, snow and ice at all times and in full compliance with all applicable laws and ordinances.

(d) CMH shall maintain the premises and all fixtures and equipment therein, including all plumbing, sprinkler, heating, air-conditioning, electrical, gas, security and safety and like fixtures and equipment, all window glass, ceilings, doors and door frames, windows and window frames of the premises in good repair and condition, and shall make all repairs, replacements and upgrades to such fixtures and equipment.

(e) CMH shall provide comprehensive and general, public liability insurance against claims for personal injury, death or property damage occurring in connection with the use and occupancy of the premises, or arising out of the improvement, repair or alteration of the premises. To the extent CMH and the County agree, such insurance may be purchased by the County, and CMH shall be required to reimburse the County for the cost of such insurance and shall maintain any self-insured retention or additional insurance in the amount of such self-insured retention otherwise applicable to the County's insurance program. CMH shall reimburse the County for the cost of insuring the premises. The limits of such insurance shall be less than \$_____ per occurrence with a \$_____ aggregate annual limit. The party providing the insurance shall furnish the other party a binder renewing the insurance policy at least 30 days before the policy

expires. Any such policy or binder shall name the other party as an additional insured and shall provide for at least 30 days' notice to the other party of any change in coverage or cancellation.

(f) CMH shall be responsible for the risk of loss of all its personal property on the premises and shall provide fire and extended coverage insurance on CMH's personal property located in the premises in amounts reasonably deemed adequate by CMH to fully insure such personal property. It is understood and agreed that if CMH's personal property is damaged or destroyed in whole or in part by fire or other casualty during the term hereof, CMH will repair and restore the same to good condition with reasonable dispatch based solely upon the amount of insurance proceeds received by CMH to cover such casualty.

(g) CMH shall maintain the interior wall coverings and floor coverings in good repair and shall replace such wall and floor coverings at its own expense as needed.

(h) CMH shall be solely responsible for the provision, maintenance and repair of any exterior and interior signs relating to the use of the premises.

(i) CMH shall maintain the roof, structural supports, exterior and interior walls, floors, walkways, grounds, landscaping and parking lots in good condition.

(j) [CMH shall maintain at all times during the term of this Sublease a repair and replacement fund in an amount not less than \$_____, the money credited thereto to be used solely for the purpose of making repairs and replacements to the premises. If at any time it shall be necessary to use moneys in the repair and replacement fund for the purpose of which said fund was established, the moneys so used shall be replaced from any moneys of CMH which are not required by law or contract to be used for other purposes.]

(k) CMH shall be responsible for assuring that access to the premises (exterior and interior) is in continuing compliance with the Americans with Disabilities Act and the Michigan Handicappers' Civil Rights Act, and any other applicable laws governing access to the premises for persons with disabilities, now existing or hereafter adopted. CMH will provide the County and the Ingham County Building Authority with any easements it requires or requests with respect to the Project.

27. Additional Covenants.

(a) CMH hereby covenants that, to the extent permitted by law, it shall take all actions within its control necessary to maintain the exclusion of interest on the Authority's bonds from adjusted gross income for federal income taxation purposes under the Internal Revenue Code of 1986, as amended, including, but not limited to actions relating to the rebate of arbitrage earnings, if applicable, and the expenditure or investment of bond proceeds and moneys deemed to be bond proceeds.

(b) CMH further covenants that it will comply with the requirements of Rule 15c2-12 of the Securities Exchange Act of 1934 regarding continuing disclosure, as more fully set forth in the Official Statement related to the Authority's bonds.

28. Remedies. If CMH shall breach or fail to perform any of the promises and agreements in this Sublease or any other agreement entered into between the County and CMH, and such failure shall continue, without commencement and diligent pursuit of remedial action, for sixty (60) days after written notice from the County, the County may commence such performance at CMH's cost and expense or terminate this Sublease and reenter and repossess the Premises at the discretion of the County. If the County prevails in any such action, CMH shall be responsible for the County's reasonable attorneys' fees and costs incurred in connection with such action.

29. Remedies not Exclusive. It is agreed that each and every of the rights, remedies and benefits provided by this Sublease shall be cumulative and shall not be exclusive of any other of said rights, remedies and benefits or of any other rights, remedies and benefits allowed by law.

30. Governing Law. This Sublease shall be subject to and construed in accordance with the laws of the State of Michigan. In the event any disputes arise under this Sublease the venue for the bringing of any actions in law or in equity shall be in the State of Michigan established in accordance with the statutes and Court Rules of the State of Michigan. In the event any action is brought in or is moved to a federal court the venue for such action shall be the Federal Judicial District of Michigan, Western District, Southern Division.

31. Amendment. All modifications, amendments or waivers of any provision of this Sublease shall be made only by the written mutual consent of the parties hereto.

32. Waiver. One or more waivers of any covenant or condition by the County shall not be construed as a waiver of a further breach of the same covenant or condition.

33. Notices. Whenever notice of any kind is required under this Sublease, it shall be deemed sufficient notice and service thereof if such notice is in writing addressed to the applicable party at its last known Post Office address and deposited in the mail with postage prepaid.

[Signature Page Follows]

IN WITNESS WHEREOF, the parties have executed this Sublease by the signature of the duly authorized officers of the parties as of the date written in the first paragraph above.

COUNTY OF INGHAM, STATE OF MICHIGAN

By: _____
Its: Supervisor

And: _____
Its: Clerk

COMMUNITY MENTAL HEALTH AUTHORITY OF CLINTON-
EATON-INGHAM COUNTIES

By: _____
Its: Chairman

And: _____
Its: Secretary

APPROVED:

INGHAM COUNTY BUILDING
AUTHORITY

By: _____
Its: Chairperson

And: _____
Its: Secretary

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

By: _____

EXHIBIT A

The Project includes the renovation, construction, furnishing, equipping and improvement of the existing Community Mental Health Building located at 812 East Jolly Road, Mason, Michigan and the construction, furnishing and equipping of an approximately 42,000 square foot addition thereto, together with associated parking (collectively, the facility addition and parking improvements, collectively, the "Project").

The Site for the Project is described as follows:

Commencing at the Northwest corner of Section 3, Town 3 North, Range 2 West, City of Lansing, Ingham County, Michigan, thence South on the West Section line to a point 183 feet North of the Northwest corner of Penn-Cedar Subdivision, thence East parallel with the North line Penn-Cedar Subdivision to West line of Penn-Heights Subdivision, thence North along the West line Penn-Heights Subdivision and Battenfield Subdivision #1, extended to the North Section line, thence West to the point of beginning.

Commonly known as 812 East Jolly Road, Lansing, MI.

Beginning at a point 721.9 feet East of the NW corner of said Section 3, T3N, R2W, City of Lansing, Ingham County, Michigan, thence East on Section line 66 feet; thence South 0 degrees 43' West, on old established line 330.0 feet; thence West 66 feet; thence North 0 degrees 43' East 330 feet to the point of beginning.

Commonly known as 830 East Jolly Road, Lansing, MI.

Commencing at the Northwest corner of the East 100 acres of the Northwest 1/4 of Section 3, Town 3 North, Range 2 West, City of Lansing, Ingham County, Michigan and running thence South parallel with the Section line 20 rods; thence East 4 rods; thence North 20 rods and thence West 4 rods to the place of beginning.

Commonly known as 836 East Jolly Road, Lansing, MI.

GROUND LEASE

This GROUND LEASE is made and entered into as of the 1st day of _____, 2016, by and among COMMUNITY MENTAL HEALTH AUTHORITY OF CLINTON-EATON-INGHAM COUNTIES ("CMH"), the COUNTY OF INGHAM, a municipal corporation and political subdivision of the State of Michigan (hereinafter referred to as the "County") and the INGHAM COUNTY BUILDING AUTHORITY (the "Authority"), a building authority organized and existing under the provisions of Act No. 31, Public Acts of Michigan, 1948 (First Extra Session), as amended ("Act 31").

WHEREAS, the Authority has been incorporated by the County pursuant to Act 31, for the purposes set forth in Act 31; and

WHEREAS, CMH has requested the Authority and the County to assist in the renovation construction, furnishing, equipping, and improvement of the existing Community Mental Health Building located at 812 East Jolly Road, Lansing, Michigan, and in the acquisition, construction, furnishing, and equipping of an approximately 42,000 square foot addition thereto, together with associated parking (collectively, the "Project"); and

WHEREAS, under the terms of Act 31 the Authority has the power to acquire, construct, improve and equip the Project, to lease the Project to the County, who in turn, will sublease the Project to CMH, all for a period not exceeding 50 years and to finance the Project by the issuance of building authority bonds payable from the rentals received from the County, who in turn will receive rental under the sublease from CMH, for the use of the Project, all in accordance with Act 31; and

WHEREAS, at the request of CMH, the County is willing to acquire, renovate, construct and equip the Project on the premises described in Exhibit A (the "Site"), which will be leased to it from the Authority, and subleased by the County to CMH; and

WHEREAS, the estimated cost of the Project is approximately Ten Million Dollars (\$10,000,000); and

WHEREAS, as a prerequisite to the issuance of building authority bonds to finance part of the cost of the Project, it is necessary for the parties to enter into this Ground Lease, whereby the CMH will lease the Site to the Authority for a period extending beyond the last maturity date of the bonds, but not to exceed a period of 50 years;

IT IS HEREBY AGREED AMONG THE COUNTY, THE AUTHORITY, AND CMH in consideration of the mutual agreements and covenants in this Ground Lease, as follows:

1. CMH does hereby let and lease the Site to the Authority, and the Authority does hereby lease the Site from the CMH. The term of this Ground Lease shall commence on the effective date of the Contract of Lease (the "Contract of Lease") between the parties dated as of _____, 2016, and shall terminate on _____, 20__ unless terminated prior to such date in accordance with the provisions hereof.

2. The Authority shall pay rent to CMH for the Site hereby leased at the rate of One Dollar (\$1.00) per year due and payable on the anniversary date of this Ground Lease each and every year during the term hereof.

3. The Authority will lease the Project to the County pursuant to the Contract of Lease, who will in turn sublease the Project to CMH under a sublease ("Sublease").

4. It is mutually agreed that at the request of CMH, the County shall acquire, construct, renovate and equip the Project on the Site hereby leased as provided by and in accordance with the Contract of Lease and the Sublease.

5. Each of the Authority and the County shall have, and is hereby granted, access to and use of the Site during the acquisition, construction, renovation and equipping of the Project, and upon completion of the Project. CMH agrees to provide any and all easements and/or rights of egress and ingress to the Authority and the County on and around the Site to allow and permit

the Authority, the County and the general public access to the Community Mental Health Building and to adjacent facilities.

6. The Authority and the County shall not be held liable for a breach of this Ground Lease or for any damages or loss in the event the Site is damaged by an act beyond its control which makes its use untenable. In the event of such a condition, the Ground Lease may be immediately terminated by any party without further liability.

7. CMH shall, at its own expense, indemnify, protect, defend and hold harmless the Authority and the County, its elected and appointed officers, employees and agents at all times against any loss, injury, or liability to any person or property by reason of the use, misuse, or non-use of the project by CMH or by any other person or from any act or omission in, on or about the project, including any liability resulting from any and all environmental matters pertaining thereto. CMH shall, at its own expense, make any changes or alterations in, on or about the Project which may be required by any applicable statute, charter, ordinance or governmental regulation or order, and shall save the Authority, the County and its elected and appointed officers, employees and agents harmless and free from all cost or damage in respect thereto.

8. CMH shall provide adequate liability insurance protecting the Authority and the County against loss on account of damage or injury to persons or property, imposed by reason of the ownership, possession, use, operation or repair of the Project or resulting from any acts of omission or commission on the part of the Authority, the County or their agents, officers or employees in connection therewith. Such insurance shall be made effective from the date of issuance of the building authority bonds or commencement of construction of the Project, whichever is later.

9. It is mutually agreed that, upon the termination of this Ground Lease, the premises leased hereby and all improvements thereon and the title to the same shall revert to the CMH.

10. This Ground Lease shall inure to the benefit of and be binding upon the respective parties hereto and their successors and assigns.

11. This Ground Lease shall remain in full force and effect for the period herein provided but shall terminate prior to _____, 20__ if and when the Authority shall have fully paid and discharged its liability with respect to the building authority bonds and any other obligations of the Authority or the County incurred with respect to the acquisition, construction, renovation and equipping of the Project.

12. In the event that the Authority for any reason, cannot issue its building authority bonds to finance the Project prior to _____, 20__ this Ground Lease shall terminate. The provisions of this Section may be extended or waived by the parties by resolution of their respective governing bodies.

13. This Ground Lease shall be subject to and construed in accordance with the laws of the State of Michigan. In the event any disputes arise under this Ground Lease the venue for the bringing of any actions in law or in equity shall be in the State of Michigan established in accordance with the statutes and Court Rules of the State of Michigan. In the event any action is brought in or is moved to a federal court the venue for such action shall be the Federal Judicial District of Michigan, Western District, Southern Division.

14. No failure or delay on the part of any party hereto in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege.

15. All modifications, amendments or waivers of any provision of this Ground Lease shall be made only by the written mutual consent of the parties hereto.

16. This Ground Lease may be executed in any number of counterparts, each of which, when so executed and delivered, shall be an original; but such counterparts shall together constitute but one and the same Ground Lease.

IN WITNESS WHEREOF, the County, by its County Commission, the Authority, by its Commission, and CMH, by its Board, have each caused this Ground Lease to be executed and delivered as of the day and year first written above.

Witnesses to Signatures
of County Officers

COUNTY OF INGHAM

By:_____

Witnesses to Signatures
of Authority Officers

INGHAM COUNTY BUILDING
AUTHORITY

By:_____

Chairman of its Commission

And

By:_____

Secretary of its Commission

COMMUNITY MENTAL HEALTH
AUTHORITY OF CLINTON-EATON-
INGHAM COUNTIES

By:_____

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

By:_____

Exhibit A

Legal Description of Site

Commencing at the Northwest corner of Section 3, Town 3 North, Range 2 West, City of Lansing, Ingham County, Michigan, thence South on the West Section line to a point 183 feet North of the Northwest corner of Penn-Cedar Subdivision, thence East parallel with the North line Penn-Cedar Subdivision to West line of Penn-Heights Subdivision, thence North along the West line Penn-Heights Subdivision and Battenfield Subdivision #1, extended to the North Section line, thence West to the point of beginning.

Commonly known as 812 East Jolly Road, Lansing, MI.

Beginning at a point 721.9 feet East of the NW corner of said Section 3, T3N, R2W, City of Lansing, Ingham County, Michigan, thence East on Section line 66 feet; thence South 0 degrees 43' West, on old established line 330.0 feet; thence West 66 feet; thence North 0 degrees 43' East 330 feet to the point of beginning.

Commonly known as 830 East Jolly Road, Lansing, MI.

Commencing at the Northwest corner of the East 100 acres of the Northwest 1/4 of Section 3, Town 3 North, Range 2 West, City of Lansing, Ingham County, Michigan and running thence South parallel with the Section line 20 rods; thence East 4 rods; thence North 20 rods and thence West 4 rods to the place of beginning.

Commonly known as 836 East Jolly Road, Lansing, MI.

Exhibit A

Premises situated in the City of Lansing, County of Ingham, State of MI, described as follows:

That part of the fractional Northwest 1/4 of Section 3, Township 3 North, Range 2 West, City of Lansing, Ingham County, Michigan, described as beginning at a point on the North line of said Section 3 lying South 88 degrees 45 minutes 28 seconds East 366.81 feet from the Northwest corner of said Section 3; thence continuing South 88 degrees 45 minutes 28 seconds East on said North line 355 feet; thence South 0 degrees 35 minutes 42 seconds West 329.70 feet; thence South 88 degrees 44 minutes 12 seconds East 85.95 feet to the Northwest corner of the Plat of Battenfield Subdivision No. 1, as recorded in Liber 16 of Plats, pages 3 and 4, Ingham County Records; thence South 0 degrees 37 minutes 55 seconds West 518.27 feet along the West line of the Plat of Battenfield Subdivision No. 1 and the West line of the Plat of Pennsylvania Heights, as recorded in Liber 17 of Plats, Page 38, Ingham County Records, to the North line of the Plat of Roselawn, as recorded in Liber 29 of Plats, Page 6, Ingham County Records, thence North 89 degrees 04 minutes 25 seconds West along said North line 344 feet; thence North 1 degree 14 minutes 32 seconds East 404.83 feet; thence North 88 degrees 45 minutes 28 seconds West 86.20 feet; thence North 1 degree 14 minutes 32 seconds East 445.00 feet to the point of beginning.

N:\Client\Ingham\contracts\Lease, sale and options to CEI CMH\MEMO OF OPTION.wpd

EXHIBIT B

COUNTY OF INGHAM
STATE OF MICHIGAN

NOTICE OF INTENTION OF THE COUNTY OF INGHAM TO
ENTER INTO A FULL FAITH AND CREDIT (LIMITED TAX)
GENERAL OBLIGATION CONTRACT OF LEASE WITH THE
INGHAM COUNTY BUILDING AUTHORITY AND NOTICE
OF RIGHT TO PETITION FOR REFERENDUM THEREON

TO ALL ELECTORS AND TAXPAYERS OF THE COUNTY OF INGHAM:

NOTICE IS GIVEN, that the Board of Commissioners of the County of Ingham, State of Michigan, intends to authorize the execution of a full faith and credit (limited tax) general obligation contract of lease with the Ingham County Building Authority. The contract of lease will provide, among other things, for the renovation, construction, furnishing, equipping and improvement of the Community Mental Health Building located at 812 East Jolly Road, Lansing, Michigan and for the acquisition, construction, furnishing and equipping of an approximately 42,000 square foot addition thereto, together with associated parking (collectively, the "Project"), and the lease of the Project by the Ingham County Building Authority to the County of Ingham. The contract of lease will further provide that the Ingham County Building Authority will finance the cost of the Project by the issuance of building authority bonds, in one or more series, pursuant to the provisions of Act 31, Public Acts of Michigan, 1948 (First Extra Session), as amended, in anticipation of the receipt of cash rental payments to be made by the County of Ingham to the Ingham County Building Authority pursuant to the contract of lease. The maximum amount of bonds to be issued will be \$10,000,000.

It is expected that the County of Ingham and/or the Ingham County Building Authority will enter into a sublease, lease or agreement with the Community Mental Health Authority of Clinton-Eaton-Ingham Counties, who will be the major tenant in, occupy and maintain the Project and pay rental with respect to the Project.

**FULL FAITH AND CREDIT AND LIMITED
TAXING POWER OF THE COUNTY OF INGHAM PLEDGED**

NOTICE IS FURTHER GIVEN, that in the contract of lease, the County of Ingham will obligate itself to make cash rental payments to the Ingham County Building Authority in amounts sufficient to pay the principal of and interest on the bonds to be issued by the Ingham County Building Authority and that the full faith and credit of the County of Ingham will be pledged for the making of the cash rental payments as a limited tax first budget obligation. Pursuant to the pledge of its full faith and credit, the County of Ingham will be required in each fiscal year to include in its general fund budget and to appropriate such amounts as shall be necessary to make the cash rental payments to the extent other moneys are not available to make the cash rental payments. In no event may the County of Ingham levy ad valorem taxes for the purpose of paying the cash rental payments or for the Project in amounts in excess of the rate permitted by the Constitution and laws of the State of Michigan. In addition to its obligation to make cash rental payments, the County of Ingham will agree, in the contract of lease, to pay all costs and expenses of the Authority incidental to the issuance and payment of the bonds to the extent such expenses are not payable from the proceeds of the bonds and to pay the expenses of operating and maintaining the Project.

RIGHT TO PETITION FOR REFERENDUM

NOTICE IS FURTHER GIVEN, that this notice is given to and for the benefit of the electors and taxpayers of the County of Ingham in order to inform them that the Ingham County Board of Commissioners intends to authorize the execution of the above described contract of lease and also to inform them of their right to petition for a referendum upon the question of entering into the contract of lease. The County of Ingham intends to enter into the contract of lease without a vote of the electors thereon, but the contract of lease shall not become effective until 60 days after publication of this notice. If, within 45 days of the publication of this notice, a petition for referendum requesting an election on the contract of lease, signed by not less than 10% or 15,000 of the registered electors of the County of Ingham, whichever is less, has been filed with the County Clerk, the contract of lease shall not become effective unless approved by a majority of the electors of the County of Ingham voting thereon at a general or special election.

This notice is given by order of the Ingham County Board of Commissioners pursuant to Act 31, Public Acts of Michigan, 1948 (First Extra Session), as amended. Further information may be secured at the office of the undersigned County Clerk.

Barb Byrum
Ingham County Clerk

Published: _____, 2016

Financial
Policy No. 431

Economic Incentive Bid Transparency Policy

Approved: DRAFT
Resolution No. NOVEMBER 15, 2016

A. **Purpose.** The purpose of this policy is to promote fairness in bidding on projects that receive economic incentives by ensuring transparency in distribution, opening and awarding of bids. This policy excludes a developer's choice of a construction management firm or general contractor. The intent of the policy is to create a transparent and fair bidding process for all subcontracting of construction. Any construction work included in the responsibilities of a general contractor or construction management firm is not excluded from the policy. Any contract at or below \$10,000 shall not be subject to the policy.

B. **Definitions.** Terms and phrases used in this policy shall have meanings as follows:

Applicant means a person, corporation, partnership or other entity that has applied for and received economic incentives approved by Ingham County, including the applicant's contractor or subcontractors, on a project.

Bid means a sealed offer to provide services pursuant to a permit.

Bid Quote means the total bid amount in dollars as read aloud and recorded at the bid opening.

Economic Incentives means any of the following:

- Payment in lieu of taxes (PILOT)
- Low income housing tax credits (LIHTC)
- A tax abatement issued under Public Act 328 of 1998
- A brownfield approved under Public Act 381 of 1996
- An Obsolete Property Rehabilitation Act abatement issued under Public Act 146 of 2000

Permit means a building permit, mechanical permit, electrical permit or plumbing permit issued by any municipality.

Project means the work which will be done pursuant to a required permit on the development which is receiving an economic incentive.

Publicly Accessible Location means a County-owned building during regular business hours.

Publicly Advertised means:

- Advertised at a time and location customary in the relevant trade; and
- Published once in a newspaper.

Responsible Bidder means a person who has the capability on all respects to perform fully the contract requirements set forth in the invitation for bids. A responsible bidder must not be in default of the payment of any taxes, licenses, fees, permits or any other money due to the County in any other respect disqualified according to any federal or state law, or any local ordinance or provision, and shall have or procure:

- A valid federal tax identification number, or if an individual, a valid Social Security number.
- All required licenses
- Certification of Insurance showing the following coverage if necessary for the project: general liability; Workers' Compensation; and automotive liability.

Developer, general contractor or construction management firm shall be responsible for the invitation for bids.

- C. Invitation for Bids.** When an applicant uses invitation for bids, the invitations will be publicly advertised and bids shall be solicited from a reasonable number of suppliers, regardless of labor organization affiliation, providing prospective bidders reasonable sufficient time to respond on or prior to the date and time set for receiving bids. Thin invitation for bids will include the time, date and location for the opening of the bids. A list of all bidders invited to submit bids will be provided by the applicant upon request to Ingham County.
- D. Bid Opening.** Applicant agrees to open all bids at the date, time and publicly accessible location prescribed in the invitation for bids. As each bid is opened the name of the bidder and bid quote amount shall be read aloud and recorded by the applicant. At the end of the bid opening event, a copy of the list of bidders and bid amounts shall be made available to all who are present. A copy will also be provided to Ingham County upon request. The applicant is not required to award a contract for the job at the time of bid openings.
- E. Notification of Award.** After awarding a contract to a bidder whose bid quote for service was not the lowest bid as recorded at the bid opening, applicant agrees to notify in writing within thirty (30) days all bidders whose previously recorded bid was less than the chosen bidder. A copy will also be provided to Ingham County upon request.
- F. Policy Application.** This policy shall only apply to the project from the time the economic incentive is approved by the Ingham County Board of Commissioners until project completion as defined by:
- A development agreement between the applicant and Ingham County or, if no agreement exists, by the issuance of a certificate of occupancy issued by a municipality.

- This policy shall not apply to economic incentives initiated by the Ingham County Land Bank.
- This policy shall not apply to any economic incentive or project approved prior to the effective date of this policy.

- H. Labor Agreements.** Nothing in this policy shall be interpreted to prohibit or require an applicant, or any contractor or subcontractor of an applicant, from requiring in bid specifications that a successful bidder enter into a project labor agreement or other collective bargaining agreement as a condition of contract or award.
- I. Policy Waiver.** The Board of Commissioners may waive the requirements of this policy by resolution under a policy developed by the Board of Commissioners.
- J. Violations.** In the event an applicant violates the requirements of this policy, the County may take whatever action legally permissible to revoke economic incentives granted, and the applicant will not be eligible for future economic incentives.