

CHAIRPERSON
BRYAN CRENSHAW

VICE-CHAIRPERSON
RYAN SEBOLT

VICE-CHAIRPERSON PRO-TEM
ROBIN NAEYAERT

HUMAN SERVICES COMMITTEE
TODD TENNIS, CHAIR
CHRIS TRUBAC
RYAN SEBOLT
THOMAS MORGAN
DERRELL SLAUGHTER
EMILY STIVERS
ROBIN NAEYAERT

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE HUMAN SERVICES COMMITTEE WILL MEET ON MONDAY, SEPTEMBER 30, 2019 AT 6:30 P.M., IN CONFERENCE ROOM (D & E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [September 16, 2019 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Board of Health – Interviews
2. Capital Area Transportation Authority – Resolution Authorizing the [Fifth Amendment](#) to the Agreement with the Capital Area Transportation Authority Dated January 1, 2016 through December 31, 2020
3. Parks Department
 - a. Resolution to Authorize a Contract with [L. J. Trumble Builders, LLC](#)
 - b. Resolution to Authorize a [Purchase Order](#) with Tomco Asphalt, Inc.
 - c. Parks Ranger (*Discussion*)
4. Health Department
 - a. Resolution to Authorize an Extension of the Agreement with [Ionia County Health Department](#)
 - b. Resolution to Accept Grant Funds through [Mid-State Health Network](#)
 - c. Resolution to Authorize an Agreement with [Intelligent Medical Objects, Inc.](#)
 - d. Resolution to Accept [Integrated Behavioral Health Plan](#)
 - e. Resolution to Authorize an Agreement with Michigan State University's College of [Osteopathic Medicine](#), Department of Family and Community Medicine
 - f. Resolution to Accept [Quality Improvement Funding](#) Award from HRSA
 - g. Resolution to Amend [Resolution #18-385](#) with Otech for Usign/Ustart Software
 - h. Resolution to Authorize an Agreement with [Uber Health](#)
5. Controller's Office – Resolution Authorizing [Adjustments](#) to the 2019 Ingham County Budget

Announcements
Public Comment
Adjournment

**PLEASE TURN OFF CELL PHONES OR OTHER ELECTRONIC DEVICES
OR SET TO MUTE OR VIBRATE TO AVOID
DISRUPTION DURING THE MEETING**

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

HUMAN SERVICES COMMITTEE
September 16, 2019
Draft Minutes

Members Present: Tennis, Morgan, Naeyaert, Sebolt, Slaughter, Stivers, and Trubac.

Members Absent: None.

Others Present: Major Darin Southworth, Linda Vail, Da'Neese Wells, Kelli Zurek, Jared Cypher, Beth Foster, and others.

The meeting was called to order by Chairperson Tennis 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 August 26, 2019 Minutes

WITHOUT OBJECTION, CHAIRPERSON TENNIS STATED THE AUGUST 26, 2019 MEETING MINUTES WERE APPROVED AS PRESENTED.

Additions to the Agenda

3. Resolution Designating October as "Breast Cancer Awareness Month" in Ingham County

Removed –

1. Health Department

e. Resolution to Authorize Amendment #4 to the Agreement with MDHHS for Refugee Health Assessments

Limited Public Comment

None

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

1. Health Department

b. Resolution to Authorize Amendment #5 to the 2018-2019 Comprehensive Agreement with the Michigan Department of Health and Human Services

c. Resolution to Authorize a Fifth Year of the Americorps*Vista Grant Cycle for 2019-2020

d. Resolution to Adopt Ingham County Health Department Incentive Program for Medical Providers Policy

f. Resolution to Accept FY 2020 Child and Adolescent Health Center Program Funds

g. Resolution to Accept Substance Use Disorder and Mental Health Funding Award from HRSA

h. Resolution to Amend Resolution #17-355 Ryan White (RW) Part D Funding to

- i. Support MSU Contract for Infectious Disease Provider
Resolution to Authorize an Agreement with Southeastern Michigan Health Association
- 2. Board Referrals
 - a. Letter from Andrea Pierce, Anishinaabek Caucus of the Michigan Democratic Party Chairperson, Opposing the Enbridge Resolution in Support of Line 5 Tunnel
 - b. Resolution 19-94C from the Huron County Board of Commissioners Supporting the Use of Local County Funds for Local Community Mental Health Services
 - c. Resolution from the Charlevoix County Board of Commissioners Regarding the Medicare Prescription Drug Bill of 2003
- 3. Resolution Designating October as “Breast Cancer Awareness Month” in Ingham County

THE MOTION CARRIED UNANIMOUSLY.

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

- 1. Health Department
 - a. Building Bridges between Jails and Community Grant Update (Medication Assisted Treatment Best Practices) (*Discussion*)

Linda Vail, Health Officer, introduced Major Darin Southworth, Corrections Major, Kelli Zurek, Corrections Health Administrator, and Da’Neese Wells, 55th District Court Chief Probation Officer. She further stated that Chas Koop, Assistant Prosecutor, Ericanne Spence, CEI Community Mental Health Director, were also team members but could not be present at the Human Services Committee meeting.

Ms. Vail gave an update on the Building Bridges between Jails and Community Grant.

Ms. Wells stated that this was a great example of interagency cooperation and further summarized the project.

Commissioner Slaughter stated that this was what made Ingham County great and complemented the team for taking the risk. He asked when other jails would create similar programs.

Ms. Vail stated that she would think and hope that medication assisted treatment programs would become more prevalent in jails. She further stated that it was a complicated process, as it was not easy to obtain all the licensing for methadone and buprenorphine and that you needed waived providers.

Ms. Vail stated that in addition to those difficulties, it was also a new wave of acceptance of medication assisted treatment as a viable evidence based alternative. She further stated that it was not that long since medication assisted treatment was viewed as a crutch and that some people still believed that abstinence was the only way to go.

Ms. Vail stated that if you had something like diabetes for a lifetime, there was no judgement overtaking medication for a lifetime. She further stated that it was an uphill battle against the stigma of treating opioid addiction as an illness that required medication.

Commissioner Trubac stated thanked the team and commended them for doing more than saving lives, but also saving families who are at risk of having their world destroyed. He asked if there was a process to determine dosing.

Ms. Vail there was a screening process built in at intake.

Commissioner Trubac stated that a lot of times when people were released from jail their tolerance had changed and they ended up overdosing.

Ms. Vail stated that that was why it was important to get those people treatment in jail and that those who are identified as being at risk when released were provided a kit which included Narcan.

Commissioner Naeyaert asked how hard it was to follow up with people once they were released.

Ms. Wells stated that some people in jail did not end up charged or convicted and this also reaches those people. She stated that while it could be hard to follow up with transient populations, they were coordinating ways to ensure that everyone received follow-up.

Ms. Zurek stated that one of the resources would be a caseworker who would connect with people in the jail and help them with follow-up.

Commissioner Naeyaert stated that she loved hearing that the County was honing in and shepherding those who needed help through this vital process.

Discussion.

Major Southworth stated that when the team attended the Building Bridges workshop, they found out that the County was already doing a lot of things very well, which was reassuring. He further stated that he had grown over the past few years to understand that addiction was a disease and needed to be treated that way.

Major Southworth stated that the jail would have the finest and best practices in place to implement medication assisted treatment. He further stated that the investment made in jail medical was already reaping huge benefits, including the handoff to the outside community.

Major Southworth stated that this grant set up for a secondary grant for medication assisted treatment implementation funding, which would help lighten future budget requests. He further stated that there was a video about addiction and dopamine that would be sent to the Commissioners, if it had not been already, and encouraged everyone to watch.

Commissioner Morgan stated that, regarding the investment in jail medical, it was important to have trained, qualified, and well-compensated County employees working in jail medical, rather than a revolving cast, and that he was glad that the Board of Commissioners made that decision.

Commissioner Naeyaert asked if there were still positions open in jail medical.

Ms. Vail stated that there were.

Chairperson Tennis thanked everyone.

Commissioner Announcements

None.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:05 p.m.

SEPTEMBER 30, 2019 HUMAN SERVICES AGENDA STAFF REVIEW SUMMARY

ACTION ITEMS:

The Deputy Controller is recommending approval of the following resolutions

2. Capital Area Transportation Authority – Resolution Authorizing the Fifth Amendment to the Agreement with the Capital Area Transportation Authority Dated January 1, 2016 through December 31, 2020

This resolution authorizes the fifth amendment to the agreement with the Capital Area Transportation Authority (CATA) for the time period of January 1, 2016 through December 31, 2020; specifically the scope of services which will be effective from October 1, 2019 through September 30, 2020. For the period October 1, 2019 through September 30, 2020 the County will reimburse CATA as set forth in the attached Scope of Services. The amount to be reimbursed will not exceed the amount of millage funds available. A maximum of \$3,216,882 will be used to pay the actual expenses of operating, administrating and marketing Spec-Tran. A maximum of \$1,360,100 of the funds will be used to pay for the actual expenses of operating, administering and marketing CATA Rural Services. The amount of \$134,936 will be retained by the County for the operation of a vehicle used to transport area veterans to VA Hospitals in the region in the County's 2020 Fiscal Year.

3. Parks Department

a. Resolution to Authorize a Contract with L. J. Trumble Builders, LLC

This resolution authorizes a contract with L.J. Trumble to install two seam metal roofs on facilities at Lake Lansing Park in an amount not to exceed \$37,565, which will be taken from the contingency fund. Over \$326,000 is available in the contingency fund.

b. Resolution to Authorize a Purchase Order with Tomco Asphalt, Inc.

This resolution authorizes a Purchase Order to be issued to TomCo Asphalt, Inc. for the entrance asphalt project at Lake Lansing South for a total cost not to exceed \$8,500.

4. Health Department

a. Resolution to Authorize an Extension of the Agreement with Ionia County Health Department

This resolution authorizes a six month extension of the agreement with Ionia County Health Department to provide Medical Direction and Consultation to the Ionia County Health Department, effective January 1, 2020 through June 30, 2020.

b. Resolution to Accept Grant Funds through Mid-State Health Network

This resolution accepts a Mid-State Health Network Grant totaling \$104,311 to be used to continue funding a .5 FTE Prevention Coordinator (position # 601496), a .15 FTE Community Health Worker (position #601454), and a .2 FTE Lead Social Worker (position # 601525), as well as other opioid abuse and substance use disorder prevention efforts for the duration of this agreement.

c. Resolution to Authorize an Agreement with Intelligent Medical Objects, Inc.

This resolution authorizes an agreement with Intelligent Medical Objects, Inc. (IMO) effective November 1, 2019 through October 31, 2022. First year costs are \$10,000. Year two and three costs are \$7,500 annually. Funds are included in the FY 2020 Community Health Center budget to cover first year costs.

d. Resolution to Accept Integrated Behavioral Health Plan

This resolution authorizes accepting \$167,000 of funding from the Health Resources and Services Administration (HRSA) program, received August 2019, to be used for mental health services at the New Hope and Birch Community Health Centers and the creation of a .40 FTE contracted physician position to provide MAT services in an amount not to exceed \$95,400, effective for the current grant year, February 1, 2019 through January 31, 2020.

e. *Resolution to Authorize an Agreement with Michigan State University's College of Osteopathic Medicine, Department of Family and Community Medicine*

This resolution is an agreement with Michigan State University's College of Osteopathic Medicine, Department of Family and Community Medicine (MSU COM FCM) for contractual Medical Director Services, effective October 1, 2019 through September 30, 2020. The amount will not exceed \$160,000 and sufficient funds are included in the budget.

f. *Resolution to Accept Quality Improvement Funding Award from HRSA*

This resolution authorizes acceptance of a quality funding award totaling \$77,042 from the U.S. Department of Health Resources and Services Administration (HRSA).

g. *Resolution to Amend Resolution #18-385 with Otech for Usign/Ustart Software*

This resolution authorizes an amendment to Resolution #18-385 with OTECH for new software for an amount not to exceed \$225,100 effective October 1, 2019 through September 30, 2022. Costs will be covered by the Substance Use Disorder grant for year one, and patient revenue for years two and three.

h. *Resolution to Authorize an Agreement with Uber Health*

This resolution an agreement with Uber Health to provide transportation services to ICHD and ICHC patients and clients effective October 1, 2019 through September 30, 2020 at a cost not to exceed \$10,300. Funds are included in the budget for this request.

5. *Controller's Office – Resolution Authorizing Adjustments to the 2019 Ingham County Budget*

This resolution authorizes adjustments to the Ingham County budget for the third quarter of fiscal year 2019. There are no adjustments to the general fund this quarter, and no adjustments to the budgets for any human services departments/agencies.

OTHER ITEMS:

3. *Parks Department*

c. *Parks Ranger (Discussion)*

Agenda Item 2

TO: Human Services and Finance Committees

FROM: Jared Cypher, Deputy Controller

DATE: September 12, 2019

SUBJECT: Resolution Authorizing the Fifth Amendment to the Agreement with the Capital Area Transportation Authority Dated January 1, 2016 through December 31, 2020

For the meeting agendas of September 30 and October 2

BACKGROUND

This resolution authorizes the fifth amendment to the agreement with the Capital Area Transportation Authority (CATA) for the time period of January 1, 2016 through December 31, 2020; specifically the scope of services which will be effective from October 1, 2019 through September 30, 2020. For the period October 1, 2019 through September 30, 2020 the County will reimburse CATA as set forth in the attached Scope of Services.

ALTERNATIVES

N/A

FINANCIAL IMPACT

The amount to be reimbursed will not exceed the amount of millage funds available. A maximum of \$3,216,882 will be used to pay the actual expenses of operating, administrating and marketing Spec-Tran. A maximum of \$1,360,100 of the funds will be used to pay for the actual expenses of operating, administering and marketing CATA Rural Services. The amount of \$134,936 will be retained by the County for the operation of a vehicle used to transport area veterans to VA Hospitals in the region in the County's 2020 Fiscal Year.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long term objectives of assisting in meeting basic needs, promoting accessible healthcare and fostering economic wellbeing.

OTHER CONSIDERATIONS

N/A.

RECOMMENDATION

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

Agenda Item 2

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE FIFTH AMENDMENT TO THE AGREEMENT WITH THE
CAPITAL AREA TRANSPORTATION AUTHORITY DATED JANUARY 1, 2016 THROUGH
DECEMBER 31, 2020**

WHEREAS, an agreement was authorized with the Capital Area Transportation Authority for the period ending December 31, 2020; and

WHEREAS, in August 2016, the electorate approved a countywide public transportation millage level of 60/100 (.60) of one mill to be used for the purpose of funding a transportation system to be used primarily by elderly and disabled persons in Ingham County; and

WHEREAS, the Board of Commissioners envisioned that the revenues generated as a result of the millage levy would be turned over to the Capital Area Transportation Authority and be used to provide the transportation service.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves an amendment to the agreement with the Capital Area Transportation Authority (CATA) which authorizes the County to pay CATA the expenses incurred for providing a public transportation system to be used primarily by elderly and disabled persons in Ingham County from revenue generated as a result of the countywide public transportation millage.

BE IT FURTHER RESOLVED, that for the period October 1, 2019 through September 30, 2020 the County shall reimburse CATA as set forth in the attached Scope of Services.

BE IT FURTHER RESOLVED, the Chairperson of the Board and the County Clerk are hereby authorized to sign the appropriate agreements and documents necessary to implement the above, subject to approval as to form by the County Attorney.

INGHAM COUNTY PROPOSED SCOPE OF SERVICE

For October 1, 2019 through September 30, 2020

For fiscal year 2020, Ingham County projects tax revenue in the amount of \$4,711,918 from the Special Transportation Millage. As the County's contractor, CATA shall carry out the following activities with respect to small bus transportation primarily serving elderly and disabled residents of Ingham County:

1. Take all reasonable steps to improve the quality of small bus service primarily serving the elderly and residents with disabilities of Ingham County. CATA shall constantly strive to develop methods to provide such services in more cost efficient ways.
2. Manage and operate the small bus system commonly known as CATA Rural Services (CRS), providing a minimum of 79 hours per day of service to the residents of Ingham County who reside outside of the boundaries of the urbanized area. CRS also refers to the Mason Connector, Williamston-Webberville Connector and Mason Redi-Ride routes. Service shall be provided in conformity with the requirements of the state and federal grants received for the operation of the service. A maximum of \$1,360,100 of funds received under this agreement shall be used to pay for the actual expenses of operating, administering and marketing CATA Rural Services.
3. Continue to operate service for persons with disabilities, known as CATA Spec-Tran, providing at a minimum the level of service in effect on October 1, 1988, to residents of Ingham County who reside within the boundaries of the urbanized area and who further qualify for this specialized service by nature of their mobility-related disabilities. Services shall be provided in conformity with state and federal requirements and grants received for the operation of the service. A maximum \$3,216,882 of the funds received under this Agreement shall be used to pay the actual expenses of operating, administering and marketing Spec-Tran.
4. The amount of \$134,936 shall be retained by the County for the operation of a vehicle used to transport area veterans to regional VA Hospitals in the County's 2020 Fiscal Year. CATA has no responsibility for this service and does not participate in its operation or funding.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: September 16, 2019
SUBJECT: Contract with L. J. Trumble Builders, LLC.
For the meeting agenda of 9/30/19 Human Services and 10/2/19 Finance

BACKGROUND

The Parks Department owns and maintains the buildings at Lake Lansing North and Lake Lansing South. The Ingham County Parks Department has a roof replacement plan in place to ensure routine replacement of building roofs. It was brought to our attention after the 2020 budget request was submitted the severity of need for replacement for these two roofs. These two request were brought forward as potential Z-list requests for the 2020 budget request. Upon recommendation of the Controller’s office we instructed to pursue quotes for a request to the Board for replacement in the 2019 budget. The Purchasing Department solicited proposals from qualified and experienced roofing contractors.

ALTERNATIVES

The Lakeview Shelter at Lake Lansing South and Snell Bathroom at Lake Lansing North are in need of replacement. Failure to address this could result in damage to the building and contents within.

FINANCIAL IMPACT

The bid was evaluated by the Purchasing Department, and it is their recommendation, with the concurrence of Parks Department staff, to award the contract to L. J. Trumble Builders, LLC. for the base bid in the amount of \$32,565, and a contingency (due to any unknown damage in the underlayment of the roofs) not to exceed \$5,000, for a total amount not to exceed of \$37,565.

In order to complete this project, the Parks Department is requesting authorization from the Board of Commissioners for the utilization of \$37,565 from the County’s contingency fund into a new capital line item to be determined by the budget office to complete the project.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) of the Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

N/A.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing Ingham County enter into a contract with L. J. Trumble Builders, LLC.

Agenda Item 3a

TO: Tim Morgan, Parks Director
FROM: James Hudgins, Director of Purchasing
DATE: September 16, 2019
RE: Memorandum of Performance for RFP No. 220-19 Supplying and Installing Standing Seam Metal Roofs for Two (2) Buildings

Per your request, the Purchasing Department sought proposals from qualified and experienced general contractors to enter into a contract for the purpose of supplying and installing standing seam metal roofs on two (2) Ingham County Park’s buildings:

- 1) Lake Lansing South – Lakeview Picnic Shelter
- 2) Lake Lansing North – Snell Restroom Facility.

The scope of work includes, but is not limited to, providing labor and materials for the removal of the old roofing and installation of new underlayment and 26-gage standing seam metal roofing in a manner consistent with the RFP and all applicable building codes. Where necessary, sheathing, flashing, eaves troughs and drip edges will be removed, replaced and installed with similar material and/or color.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	99	22
Vendors responding	1	1

A summary of the vendor’s costs is located on the next page.

A preconstruction meeting will be required prior to commencement of work since the construction cost exceeds \$10,000. Please make sure the Purchasing Department is invited and able to attend the preconstruction meeting to ensure that all contractors comply with the Prevailing Wage Policy and proper bonding.

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

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department’s participation in the purchasing process.

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

SUMMARY OF VENDOR'S COST:

Vendor Name	Local Pref	Item 1	Item 2	Grand Total Bid	Cost Per Square Foot to Replace Tongue and Groove Sheathing, if necessary
		Lakeview Picnic Shelter (Lake Lansing South) Total Bid	Snell Restroom (Lake Lansing North) Total Bid		
L.J. Trumble Builders LLC	Yes, Lansing MI	\$14,755.00	\$17,810.00	\$32,565.00	\$15.00/SF

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH L. J. TRUMBLE BUILDERS, LLC.

WHEREAS, the Ingham County Parks Department owns and maintains the buildings at Lake Lansing North and Lake Lansing South; and

WHEREAS, the Ingham County Parks Department has a roof replacement plan in place to ensure routine replacement of building roofs; and

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced roofing contractors; and

WHEREAS, after careful review and evaluation of the proposal received, the Evaluation Committee recommends that a contract be awarded to L. J. Trumble Builders, LLC.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with L. J. Trumble Builders, LLC. for the base bid in the amount of \$32,565, and a contingency not to exceed \$5,000, for a total amount not to exceed of \$37,565 for the purpose of supplying and installing a new roof on the Lakeview Shelter at Lake Lansing South and the Snell Bathroom at Lake Lansing North.

BE IT FURTHER RESOLVED, that this agreement shall be effective the date of execution through December 16, 2019.

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 Controller/Administrator is authorized for the utilization of \$37,565 from the County's contingency fund into a new capital line item to be determined by the budget office to complete the project.

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 3b

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: September 10, 2019
SUBJECT: Asphalt Paving at Lake Lansing South
For the meeting agenda of 9/30/19 Human Services and 10/2/19 Finance

BACKGROUND

The Parks Department solicited quotes for asphalt paving of the entrance at Lake Lansing South which includes paving 4,500 square feet 2" overlay. Three bids were received:

TomCo Asphalt, Inc.: \$8,500

American Asphalt: \$9,200

McKearney Asphalt: \$9,795

After careful review and evaluation of the proposals received, the Evaluation Committee recommends that a Purchase Order be issued to TomCo Asphalt, Inc. in the amount of \$8,500.

ALTERNATIVES

This is a 2019 CIP Capital Improvement Project and we would like to get it completed by the end of the year.

FINANCIAL IMPACT

There are funds available in line item #228-75999-974000-9P13.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) of the Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

N/A.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing Ingham County to issue a Purchase Order to TomCo. Asphalt.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A PURCHASE ORDER WITH TOMCO ASPHALT, INC.

WHEREAS, the Parks Department solicited quotes for asphalt paving of the entrance at Lake Lansing South;
and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a Purchase Order be issued to TomCo Asphalt, Inc. in the amount of \$8,500.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes a Purchase Order to be issued to TomCo Asphalt, Inc. for the entrance asphalt project at Lake Lansing South for a total cost not to exceed \$8,500.

BE IT FURTHER RESOLVED, that this project shall be completed by December 20, 2019.

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 \$8,500 is available in line item 228-75999-974000-9P13 for the project.

TO: Board of Commissioners Human Services Committee
FROM: Tim Morgan, Parks Director
DATE: September 17, 2019
SUBJECT: Park Ranger
For the meeting agenda of 9/30/19 Human Services

BACKGROUND

The Parks Department was requested by the Finance Committee at their meeting on September 11, 2019 to bring the Ranger Position as a discussion item to the Human Services committee. See attached justification for this position, the job description and a millage funds spreadsheet as well as the original millage ballot language.

ALTERNATIVES

We appreciate the Board of Commissioners willingness to discuss potential funding opportunities for this position.

FINANCIAL IMPACT

One new Park Ranger would cost \$80,375, for Step 5.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) of the Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

N/A.

RECOMMENDATION

Based on the information presented, I appreciate your consideration to potentially fund this position.

Justification for additional FT Ranger position:

- **Accessibility:** Distance problem – can take hours for them to reach other park if immediate need for them arises. The work list/job duties from the park they leave from suffer delays resulting in all parties' progress hindered causing frustration and stress in working relationships.
- **Scheduling projects:** Time sensitive needs – hard to schedule project development when the Lead on a project is the FT Ranger but is only available every other week. Projects are also susceptible to inclement weather delaying projects beyond a reasonable timeline. It is even a greater challenge to build new structures or complete bigger projects that require more than a week, since much of the time spent at each park is just to catch up on repairs. Many current projects/improvements could be done in a timely manner if a Ranger I was assigned at each location. Management will sometimes take lead on these projects and spend time planning, purchasing supplies, and initiate construction to get the Ranger I started. Other times these projects are started by a Ranger I, but completed by management with the help other seasonal staff because of the lack of Ranger I availability week to week. This takes away from other important managerial duties and park operations.
- **Scheduling conflicts:** Time sometimes does not end up being divided fairly between the two parks because of the FT Rangers personal time conflicts. For example, the FT Ranger is splitting time between two parks every other week, the one week he is scheduled he or a family member becomes ill and has to take off the week – the result could be he/she is not at the particular park for a three week period. Also holidays and vacation use affect the time spent at one park or the other.
- **Sense of ownership:** A person develops a sense of pride with ownership as they become more knowledgeable with the facilities and personalities. It is hard to establish those senses when he/she is bounced between facilities. Ranger I has to think about two separate parks all the time and often field questions about repairs or projects when they are at the other location.
- **Large combined coverage:** Currently the FT Ranger is responsible for two larger park areas totaling seven different smaller parks. Between the two areas, there is over 1000 acres, 20 miles of trail, and over 11 miles of river they are responsible for. Almost all of the facilities are over 30 years old and deteriorating quickly. These aging structures need more maintenance needs with every passing year. The work that is required to make repairs often takes skilled working knowledge in construction, electrical, masonry, and plumbing and would be very expensive to contract out. Our seasonal staff generally do not have the skill sets or experience to perform most of the building and infrastructure repairs.
- **Safety and customer service:** Safety and customer service- When items/structures break down, it's never at a convenient time. This often leads to the closure of a structure or a quick fix by assistant manager or manager until a Ranger I is back on the scheduled week. Time delays in repairs can increase risk exposure and sometimes result in customer complaints. The issue is compounded when the assistant or manager has to fill in the gaps by being in the field. This often takes time away from other administrative tasks and supervision of staff. This occurs on a regular basis due to biweekly scheduling.

**INGHAM COUNTY
JOB DESCRIPTION**

PARK RANGER

General Summary:

Under the supervision of the Park Managers and Assistant Park Managers performs a variety of maintenance and repair tasks ranging from grounds maintenance to construction of new facilities as well as the details of analysis/design/build for a variety of new and rehabilitation projects in the parks. Operates heavy, and other equipment in completing assigned tasks. Displays proficiency in a number of skilled trade areas including cement and brick work, carpentry, plumbing, electrical repair, roofing and grounds maintenance. Supervises seasonal employees as well as project lead over full-time employees as assigned.

Essential Functions:

1. Performs park maintenance and repair activities and implements aspects of oversight and lead on items such as plumbing and electrical repairs, seasonal start-up and shut-down, and maintenance and repair of water and irrigation systems, dock installation and removal as directed.
2. Performs ground maintenance tasks such as mowing, tree trimming and removal, sign repair, aeration, fertilization, custodial duties, invasive species/natural area stewardship activities, and aquatic pesticide/herbicide application, etc.
3. Takes lead on design build as assigned in the construction of new buildings, signs, trails, bridges, and other structures. Performs a variety of skilled tasks such as painting, cement and brick work, finish carpentry (docks, boardwalks, stairs, etc.), roofing, plumbing, electrical work, etc.
4. Operates heavy equipment such as a back-hoe, snow cat, tractors, skid steers, bucket truck, fork lift, stump grinder, chipper, crack seal, etc.
5. Functions as a job leader on some work assignments, instructing and monitoring the work of seasonal employees.
6. Assists in the operation of the winter sports area. Performs maintenance tasks, assists the general public and monitors park activities.
7. Problem solving, analysis, and diagnoses of facilities and buildings develops plans and implements plans as assigned. Oversight of preparing materials lists and as appropriate ordering parts, supplies, and purchasing necessary materials to accomplish tasks as needed.
8. Performs other duties as required.

Other Functions:

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

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

Employment Qualifications:

Education: Possession of a high school diploma, or the equivalent, is required.

Experience: A minimum of three years' experience in the building trades.

Other Requirements:

- Ability to acquire a State of Michigan Pesticide Applicator License within six months of hire date.
- Must have a valid State of Michigan Motor Vehicle Operator's License

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

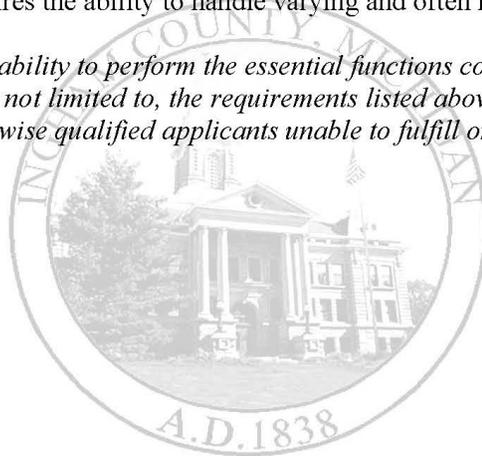
Working Conditions:

1. This position works in an outdoor environment. Exposure to lights, noises, odors, temperatures or weather conditions cannot be controlled and may be extreme.
2. This position operates a variety of vehicles including cars, trucks, tractors, forklifts, cranes, hoists, bucket trucks, etc.
3. This position operates non-powered hand tools such as utility knives, hammers, pliers, wrenches, screwdrivers, chisels, saws, etc.
4. This position operates power hand tools such as drills, sanders, grinders, staple guns, chainsaws, air compressors, mowers, etc.
5. This position is exposed to variety of hazards such as traffic, moving vehicles, moving mechanical parts, electrical current, slippery surfaces, chemicals, cleaning solutions, oils, hazardous materials, etc.
6. This position is exposed to noise levels which require shouting in order to be heard.
7. This position is exposed to vibrations and oscillating movements.
8. This position is provided, and required to use, Personal Protection Equipment to minimize the risks associated with the working conditions listed above.

Physical Requirements:

- This position requires the ability to sit, stand, walk, traverse, climb, balance, twist, bend, stoop/crouch, squat, kneel, crawl, lift, carry, push, pull, reach, grasp, handle, pinch, type, endure repetitive movements of the wrists, hands or fingers.
- This position's physical requirements require regular stamina in sitting, climbing, balancing, twisting, bending, stooping/crouching, squatting, kneeling, crawling, pinching, and typing
- This position's physical requirements require continuous stamina in standing, walking, traversing, lifting, carrying, pushing, pulling, reaching, grasping, handling, and enduring repetitive movements of the wrists, hands or fingers
- This position performs heavy work requiring the ability to exert more than 50 pounds of force in the physical requirements above.
- This position primarily requires medium visual acuity to perform tasks at arm's reach such as operating machinery, operating vehicles or heavy equipment, performing cleaning tasks, etc.
- This position requires the ability to communicate and respond to inquiries both in person and over the phone.
- This position requires the ability to operate a PC/laptop and to enter & retrieve information from a computer.
- This position requires the ability to handle varying and often high levels of stress.

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



**April 2018
ICEA Parks**

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO SUBMIT TO THE ELECTORATE A SPECIAL MILLAGE QUESTION FOR A
COUNTYWIDE SYSTEM OF TRAILS AND PARKS**

RESOLUTION 14 - 310

WHEREAS, the Board of Commissioners desire to create and maintain a system of recreational trails and adjacent parks within Ingham County; and

WHEREAS, this system may incorporate trails or parks created by local units of government, including Lansing's River Trail, and may acquire rights of way to connect and extend existing trails; and

WHEREAS, the Board of Commissioners seek to have the voters of Ingham County determine whether or not they desire to raise funds for the purpose of supporting funding for the creation and maintenance of a system of recreational trails and adjacent parks; and

WHEREAS, the millage is necessary to create and maintain a system of recreational trails and adjacent parks.

THEREFORE BE IT RESOLVED that the following question be submitted to a vote of the electorate in the primary election to be held on November 4, 2014.

**COUNTYWIDE SYSTEM OF TRAILS AND PARKS
MILLAGE QUESTION**

For the purpose of creating and maintaining a countywide system of recreational trails and adjacent parks trail system, which may incorporate trails or parks created by local units of government, including Lansing's River Trail, and may acquire rights of way to connect and extend existing trails, shall the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Ingham, Michigan, be increased by up to 50/100 (0.50) of one (1) mill, \$0.50 per thousand dollars of state taxable valuation, for a period of six (6) years (2014-2019) inclusive? If approved and levied in full, this Millage will raise an estimated additional \$3,519,041 for the system of recreational trails and adjacent parks in the first calendar year of the levy based on state taxable valuation.

YES []
NO []

BE IT FURTHER RESOLVED, that this question is hereby certified to the County Clerk.

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to place the proposal on the November 4, 2014 ballot and to be prepared and distributed in the manner required by law.

COUNTY SERVICES: Yeas: Holman, Tsernoglou, Crenshaw, Nolan, Koenig, Celentino
Nays: Maiville **Absent:** None **Approved 7/15/14**

FINANCE: Yeas: Koenig, Anthony, Tennis, McGrain, Bahar-Cook
Nays: Schafer, Vickers **Absent:** None **Approved 7/16/14**

**TRAILS AND PARKS MILLAGE
PROJECT STATUS / ACCOUNTING
INGHAM COUNTY, MI**

Project No.	Project Description	Contract Completion Date	Project Status	Contract Amount	Amended Contract Total	Total Reimbursed/ Paid Amount	Total Encumbered Balance	Actual Project Total
GRANT PROJECTS								
TR001	CL - RT - Overlay/Partial Reconstruction	9/22/2018	Complete	\$419,663.00	\$671,573.79	\$104,915.75	\$566,658.04	\$671,573.79
TR001	25% Reimbursement							\$571,573.79
TR001	25% Reimbursement							
TR001	Amendment (additional funds, \$40,000 x 10%)	7/1/2019		\$44,000.00				
TR001	Amendment, reallocated from TR015			\$207,910.79				
TR002	MT Trail Rehab	8/29/2018	Complete	\$881,000.00	\$881,000.00	\$22,000.00	\$66,000.00	\$881,000.00
TR002	25% Reimbursement							\$881,000.00
TR002	Amendment, extension	6/30/2019						
TR003	EL - NTT - Trail R&M	8/25/2018	Complete	\$198,000.00	\$476,440.00	\$357,330.00	\$119,110.00	\$476,440.00
TR003	25% Reimbursement							\$476,440.00
TR003	Amendment, reallocated from TR033	6/30/2019		\$278,440.00				
TR003	Amendment, extension							
TR003	Reimbursement							
TR004	CL - RT - Overlay/Crack Sealing	9/22/2018	CLOSED	\$83,200.00	\$21,539.00	\$21,539.00	\$0.00	\$21,539.00
TR004	25% Reimbursement							\$21,539.00
TR004	Amendment, moved to TR014 (rev total \$21,539)							
TR004	Reimbursement			\$61,661.00				
TR005	CL - RTW - Wall and Pavement Repair	9/24/2018	Complete	\$215,393.00	\$347,547.18	\$53,848.25	\$293,698.93	\$347,547.18
TR005	25% Reimbursement							\$347,547.18
TR005	Amendment (additional funds, \$120,140.16 x 10%)	7/1/2019		\$132,154.18				
TR006	CL - RTW - Moores River Dr Trail Repair	9/24/2018	Design/Permit	\$368,160.00	\$368,160.00	\$92,040.00	\$276,120.00	\$368,160.00
TR006	25% Reimbursement							\$368,160.00
TR006	Amendment, extension	12/31/2019						
TR007	EL-07-NTT-SW/L Bridge (W of Abbott Rd)	9/29/2018	CLOSED	\$229,450.00	\$229,450.00	\$229,450.00	\$0.00	\$229,450.00
TR007	25% Reimbursement							\$229,450.00
TR007	Amendment, reallocated from TR033	6/30/2019		\$0.00				
TR007	Amendment, extension							
TR008	EL-04-NTT-SW/L Bridge (Whitehills Park)	9/29/2018	CLOSED	\$204,100.00	\$204,100.00	\$102,050.00	\$102,050.00	\$204,100.00
TR008	25% Reimbursement							\$204,100.00
TR008	Amendment, reallocated from TR033	6/30/2019		\$0.00				
TR008	Amendment, extension							
TR009	EL-03-ELT-RC Bridge (Hagedorn Rd)	9/29/2018	Reimburse	\$206,050.00	\$260,900.00	\$260,899.50	\$0.50	\$260,900.00
TR009	25% Reimbursement							\$260,900.00
TR009	Amendment, reallocated from TR033	6/30/2019		\$54,850.00				
TR009	Amendment, extension							
TR010	(EL) CL-22-ELT-RC Bridge (Kalamazoo St)	9/29/2018	Reimburse	\$128,700.00	\$223,000.00	\$223,000.00	\$0.00	\$223,000.00
TR010	25% Reimbursement							\$223,000.00
TR010	Amendment, reallocated from TR033	6/30/2019		\$94,300.00				
TR010	Amendment, extension							
TR011	EL-05-NTT-SW/L Bridge (Harrison Meadows)	9/29/2018	CLOSED	\$61,100.00	\$66,099.00	\$66,099.00	\$0.00	\$66,099.00



**TRAILS AND PARKS MILLAGE
PROJECT STATUS / ACCOUNTING
INGHAM COUNTY, MI**

Project No.	Project Description	Completion Date	Project Status	Contract Amount	Contract Total	Reimbursed/ Paid Amount	Encumbered Balance	Project Total
TR011	25% Reimbursement							\$56,093.00
TR011	Amendment, reallocated from TR033			\$4,999.00				
TR011	Amendment, extension	6/30/2019						
TR012	EL-06-TT-SWL (E of Abbey Rd)	9/28/2018	CLOSED	\$61,100.00	\$66,100.00	\$66,100.00	\$0.00	\$66,100.00
TR012	25% Reimbursement							\$56,100.00
TR012	Amendment, reallocated from TR033			\$5,000.00				
TR012	Amendment, extension	6/30/2019						
TR013	CL-29-LT-GR Bridge (Oakland Ave)	9/24/2018	CLOSED	\$86,000.00	\$77,799.01	\$77,799.01	\$0.00	\$77,799.01
TR013	25% Reimbursement							\$77,799.01
TR014	CL-26-LT-GR Bridge (Lansing Ctr / Mich Ave)	9/24/2018	Complete	\$88,200.99	\$497,750.68	\$70,250.00	\$427,500.68	\$497,750.68
TR014	25% Reimbursement							\$497,750.68
TR014	Amendment, reallocated from TR013, TR017			\$104,767.18				
TR014	Amendment, extension	7/4/2019						
TR014	Amendment, reallocated from TR015			\$111,983.50				
TR015	CL-16-LT-RC Bridge (Potter Pl Zoo Creek)	9/24/2018	Complete	\$1,806,000.00	\$1,484,890.84	\$451,500.00	\$1,033,390.84	\$1,484,890.84
TR015	25% Reimbursement							\$1,484,890.84
TR015	Amendment, extension	7/4/2019						
TR015	Amendment, reallocated to TR001, TR014 & TR016			\$321,109.16	\$430,378.83	\$83,750.00	\$346,628.83	\$430,378.83
TR016	25% Reimbursement							\$430,378.83
TR016	Amendment (text & add'l funds, \$85,603.60 x 10%)	7/4/2019		\$94,163.96				\$430,378.83
TR016	Amendment, reallocated from TR015			\$1,214.87				
TR017	CL-09-LT-W-GR Bridge (E of Moores Pk)	9/24/2018	CLOSED	\$50,000.00	\$15,094.81	\$15,094.12	\$0.69	\$15,094.81
TR017	25% Reimbursement							\$15,094.81
TR017	Amendment, reallocated to TR014			\$34,905.19				
TR017	Release of Encumbrance at Project Close Out							
TR018	CM-03-HAY-SC Bridge (Cemetery to Gardens)	10/10/2017	CLOSED	\$21,057.30	\$21,057.30	\$16,830.56	\$4,226.74	\$21,057.30
TR018	25% Reimbursement							\$21,057.30
TR019	CM-01-HAY-SC Bridge (near W South St)	8/24/2018	Cancelled	\$54,381.00	\$0.00	\$0.00	\$0.00	\$0.00
TR019	25% Reimbursement							\$0.00
TR019	Amendment, contract terminated			\$54,381.00				\$0.00
TR020	CM-02-HAY-SC Bridge (N of Elm St)	12/12/2017	Cancelled	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TR020	25% Reimbursement							\$0.00
TR020	Amendment, contract terminated			\$54,381.00				\$0.00
TR021	MT-07-MP-DR Bridge (E of Okemos Rd)	10/18/2018	Reimburse	\$140,000.00	\$140,000.00	\$35,000.00	\$105,000.00	\$140,000.00
TR021	25% Reimbursement							\$140,000.00
TR021	Amendment, extension	6/30/2019						
TR022	MT-03-PK-DR Bridge (Central Park South)	10/18/2018	Construction	\$101,000.00	\$101,000.00	\$25,250.00	\$75,750.00	\$101,000.00
TR022	25% Reimbursement							\$101,000.00
TR022	Amendment, extension	6/30/2019						
TR023	MT-05-PK-DR Bridge (NL Moore Park)	10/18/2018	Complete	\$50,000.00	\$50,000.00	\$12,500.00	\$37,500.00	\$50,000.00
TR023	25% Reimbursement							\$50,000.00
TR023	Amendment, extension	6/30/2019						
TR024	MT-04-PK-DR Bridge (NL Moore Park)	10/18/2018	Construction	\$70,000.00	\$70,000.00	\$17,500.00	\$52,500.00	\$70,000.00
TR024	25% Reimbursement							\$70,000.00
TR024	Amendment, extension	6/30/2019						
TR025	MT-02-MP-DR Bridge (W of Okemos Rd)	10/18/2018	Construction	\$68,000.00	\$68,000.00	\$17,000.00	\$51,000.00	\$68,000.00



TRAILS AND PARKS MILLAGE
PROJECT STATUS / ACCOUNTING
 INGHAM COUNTY, MI



Project No.	Project Description	Completion Date	Project Status	Contract Amount	Contract Total	Reimbursed/ Paid Amount	Encumbered Balance	Project Total
TR025	25% Reimbursement							\$48,000.00
TR025	Amendment, extension	6/30/2019						
TR026	MT-01-PR-SWL Bridge (Harrick Park)	10/18/2018	Construction	\$136,000.00	\$136,000.00	\$34,000.00	\$102,000.00	\$136,000.00
TR026	25% Reimbursement							\$136,000.00
TR026	Amendment, extension	6/30/2019						
TR027	MT-06-MIP-DR Bridge (W of Okemos Rd, Interurban)	10/18/2018	Construction	\$10,000.00	\$10,000.00	\$2,500.00	\$7,500.00	\$10,000.00
TR027	25% Reimbursement							\$10,000.00
TR027	Amendment, extension	6/30/2019						
TR028	CL - US 127 Pathways	6/14/2019	Design/Permit	\$734,177.00	\$734,177.00	\$183,544.25	\$550,632.75	\$734,177.00
TR029	CL - Bank Stabilization, Grand River North	6/14/2019	Construction	\$100,000.00	\$100,000.00	\$25,000.00	\$75,000.00	\$100,000.00
TR029	25% Reimbursement							\$100,000.00
TR030	CL - Trail Ambassador	5/30/2019	CLOSED	\$17,500.00	\$17,500.00	\$17,500.00	\$0.00	\$17,500.00
TR030	25% Reimbursement							\$17,500.00
TR030	Reimbursement							\$17,500.00
TR031	MIT - MSU to Lake Lansing Trail, Phase I	5/1/2019	Design/Permit	\$950,000.00	\$950,000.00	\$237,500.00	\$712,500.00	\$950,000.00
TR031	25% Reimbursement							\$950,000.00
TR032	CM - Hayhoe Trail Extension and Trailhead	5/18/2019	Reimburse	\$692,984.00	\$692,984.00	\$692,984.00	\$108,762.00	\$801,746.00
TR032	25% Reimbursement							\$801,746.00
TR032	Amendment, reallocated from TR019 & TR020			\$108,762.00	\$108,762.00			
TR033	EL - NTT - Connection through White Park		Design/Permit	\$469,000.00	\$469,000.00	\$117,250.00	\$351,750.00	\$469,000.00
TR033	25% Reimbursement							\$469,000.00
TR033	Amendment, reallocated to TR003, 7, 8, 9, 10, 11, 12			\$-437,589.00	\$-437,589.00			
TR033	Amendment, reallocated from 2017 to 2019			\$437,589.00	\$437,589.00			
TR033	Reimbursement							\$437,589.00
TR034	LESLIE - Trail Planning		CLOSED	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	\$4,000.00
TR034	25% Reimbursement							\$4,000.00
TR034	Reimbursement							\$4,000.00
TR035	Aurelius - Glenna Droscha Community Park		CLOSED	\$23,234.50	\$23,234.50	\$21,134.50	\$2,100.00	\$23,234.50
TR035	25% Reimbursement							\$23,234.50
TR035	Release of Encumbrance at Project Close Out							\$2,100.00
TR036	Aurelius - 5 Yr Plan	7/24/2020	Planning	\$3,875.00	\$3,875.00	\$968.75	\$2,906.25	\$3,875.00
TR036	25% Reimbursement							\$3,875.00
TR037	CL - Trail Ambassador	7/24/2020	Complete	\$17,500.00	\$17,500.00	\$4,375.00	\$13,125.00	\$17,500.00
TR037	25% Reimbursement							\$17,500.00
TR038	CL - Bank Stab. - Wash Ave	7/24/2020	Design/Permit	\$55,000.00	\$55,000.00	\$13,750.00	\$41,250.00	\$55,000.00
TR038	25% Reimbursement							\$55,000.00
TR039	CL-09-LTW-GR Bridge	7/24/2020	Design/Permit	\$78,750.00	\$78,750.00	\$19,687.50	\$59,062.50	\$78,750.00
TR039	25% Reimbursement							\$78,750.00
TR040	CL-21-LTE-RC Bridge	7/24/2020	Design/Permit	\$1,333,750.00	\$1,333,750.00	\$333,437.50	\$1,000,312.50	\$1,333,750.00
TR040	25% Reimbursement							\$1,333,750.00
TR041	CL - Fenner Pathway Extension	7/24/2020	Design/Permit	\$455,250.00	\$455,250.00	\$113,812.50	\$341,437.50	\$455,250.00
TR041	25% Reimbursement							\$455,250.00
TR042	CL - City Market C/K Launch	7/24/2020	Design/Permit	\$14,400.00	\$14,400.00	\$3,600.00	\$10,800.00	\$14,400.00
TR042	25% Reimbursement							\$14,400.00
TR043	CL - Moores Park C/K Launch	7/24/2020	Design/Permit	\$10,500.00	\$10,500.00	\$2,625.00	\$7,875.00	\$10,500.00
TR043	25% Reimbursement							\$10,500.00
TR044	CL - Krueger Landing C/K Launch	7/24/2020	Design/Permit	\$10,500.00	\$10,500.00	\$2,625.00	\$7,875.00	\$10,500.00
TR044	25% Reimbursement							\$10,500.00

**TRAILS AND PARKS MILLAGE
PROJECT STATUS / ACCOUNTING
INGHAM COUNTY, MI**



Project No.	Project Description	Completion Date	Project Status	Contract Amount	Contract Total	Reimbursed/ Paid Amount	Encumbered Balance	Project Total
TR045	Leroy - Simmons Memorial Park	7/24/2020	Design/Permit	\$50,000.00	\$50,000.00	\$12,500.00	\$37,500.00	\$50,000.00
TR045	25% Reimbursement							\$50,000.00
TR046	OM - Hayhoe RW Ext. - Kerns Rd	7/24/2020	Design/Permit	\$153,281.00	\$153,281.00	\$38,320.25	\$114,960.75	\$153,281.00
TR046	25% Reimbursement							\$153,281.00
TR047	MIT - Old Raby Culvert	7/24/2020	Reimburse	\$95,000.00	\$95,000.00	\$94,676.50	\$323.50	\$95,000.00
TR047	25% Reimbursement							\$95,000.00
TR047	Reimbursement							\$95,000.00
TR048	Stockbridge - Lakelands Trail Resurfacing	7/24/2020	Construction	\$809,980.00	\$809,980.00	\$202,495.00	\$607,485.00	\$809,980.00
TR048	25% Reimbursement							\$809,980.00
TR049	MT - Okemos Rd Ped Boardwalk	7/24/2020	Construction	\$975,000.00	\$975,000.00	\$243,750.00	\$731,250.00	\$975,000.00
TR049	25% Reimbursement							\$975,000.00
TR050	Delhi - Trail Planning	7/24/2020	Planning	\$40,000.00	\$40,000.00	\$28,114.37	\$11,885.63	\$40,000.00
TR050	25% Reimbursement							\$40,000.00
TR051	IC-Millage Signage	NA	NA	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00
TR051	Williamston - RC River Water Trail	6/14/2021	Design/Permit	\$50,000.00	\$50,000.00	\$25,000.00	\$25,000.00	\$50,000.00
TR052	50% Reimbursement							\$50,000.00
TR053	Lansing Twp-Waverly Rd Shared Use Path		Contract/Funding	\$344,750.00	\$344,750.00	\$0.00	\$344,750.00	\$344,750.00
TR053	50% Reimbursement							\$344,750.00
TR054	MT-MSU to Lake Lansing, Phase 2	6/14/2021	Funding	\$645,000.00	\$645,000.00	\$322,500.00	\$322,500.00	\$645,000.00
TR054	50% Reimbursement							\$645,000.00
TR055	CL-Volunteer Trail Ambassador Coordinator		Contracts	\$15,000.00	\$15,000.00	\$0.00	\$15,000.00	\$15,000.00
TR055	50% Reimbursement							\$15,000.00
TR056	CL - Bridge 31 Repair		Contracts	\$373,511.70	\$373,511.70	\$0.00	\$373,511.70	\$373,511.70
TR056	50% Reimbursement							\$373,511.70
TR057	East Lansing - NTT Ped Connection at Riviera Dr		Contracts	\$370,796.00	\$370,796.00	\$0.00	\$370,796.00	\$370,796.00
TR057	50% Reimbursement							\$370,796.00
TR058	East Lansing - NTT Ped Connection at Colorado Dr		Contracts	\$191,684.00	\$191,684.00	\$0.00	\$191,684.00	\$191,684.00
TR058	50% Reimbursement							\$191,684.00
TR059	IC-Hawk Island Park	NA	Funding	\$548,500.00	\$548,500.00	\$0.00	\$548,500.00	\$548,500.00
TR059	50% Reimbursement							\$548,500.00
TR060	Dansville - Trail Plan	6/14/2021	Planning	\$13,500.00	\$13,500.00	\$6,750.00	\$6,750.00	\$13,500.00
TR060	50% Reimbursement							\$13,500.00
TR061	IC-LLS Park	NA	Funding	\$1,040,200.00	\$1,040,200.00	\$0.00	\$1,040,200.00	\$1,040,200.00
TR061	DNR Apply, LWCF (\$300,000)							\$1,040,200.00
TR061	DNR Apply, TE-01 (\$725,200)							\$1,040,200.00
TR061	DNR Apply, TE-02 (\$59,000 from 18-108, former RP grant not awarded by DNR)							\$1,040,200.00
TR062	CL - Trail Connector-Cambridge to Frances Park		Contract/Funding	\$400,030.00	\$400,030.00	\$0.00	\$400,030.00	\$400,030.00
TR062	50% Reimbursement							\$400,030.00
TR0xx	CL-Bridge 13		Contracts/Design	\$86,442.85	\$86,442.85	\$0.00	\$86,442.85	\$86,442.85
TR0xx	50% Reimbursement							\$86,442.85
TR0xx	CL - Bridge 18		Contracts/Design	\$714,017.94	\$714,017.94	\$0.00	\$714,017.94	\$714,017.94
TR0xx	50% Reimbursement							\$714,017.94
TR0xx	CL - Bridge 15		Contracts/Design	\$344,042.54	\$344,042.54	\$0.00	\$344,042.54	\$344,042.54
TR0xx	50% Reimbursement							\$344,042.54
TR0xx	CL - Bridge 14		Contracts/Design	\$100,980.97	\$100,980.97	\$0.00	\$100,980.97	\$100,980.97
TR0xx	50% Reimbursement							\$100,980.97
TR0xx	Delhi - Holt to Mason, Phase 1		Contracts/Design	\$1,000,000.00	\$1,000,000.00	\$0.00	\$1,000,000.00	\$1,000,000.00
TR0xx	50% Reimbursement							\$1,000,000.00

**TRAILS AND PARKS MILLAGE
PROJECT STATUS / ACCOUNTING
INGHAM COUNTY, MI**



Project No.	Project Description	Completion Date	Project Status	Contract Amount	Contract Total	Reimbursed/Paid Amount	Encumbered Balance	Project Total
	BUR - Trail Signage / Wayfinding (\$10,000)		Complete					
	BUR - Stone Chip Road (\$10,000)		Complete					
	All Parks - Volleyball / Beach Sand (\$6,500)		Complete					
	All Parks - Tables & Grills (\$10,000)		Complete					
	BUR-LLS-LIN - Gravel and Millings (\$30,000)		Funding			\$0.00	\$30,000.00	\$30,000.00
	DNR GRANT PROJECTS							
	LLN - ADA Improvements (TF \$244,700/\$2,500 FICP)		Construction	\$80,400.00	\$80,400.00	\$0.00	\$116,002.00	\$116,002.00
	Additional Funds			\$35,602.00	\$35,602.00			
	Consultant Contract (Rowe) (\$31,787)							
	Construction Contract (Law Const.) (\$361,650)							
	2018 County Park Appropriations							
	HAWK - Maintenance Bldg Roof		Complete	\$55,000.00	\$55,000.00	\$71,046.50	\$953.50	\$72,000.00
	Additional Funds			\$17,000.00	\$17,000.00			\$72,000.00
	Actual Contract (J Trumble) (\$72,000)							
	End of Year Release Encumbrances					\$24,963.50	\$96.50	\$25,000.00
	HAWK - Splash Pad Features		Complete	\$25,000.00	\$25,000.00			\$25,000.00
	Actual Contract							\$25,000.00
	End of Year Release Encumbrances							
	LLS - Band Shell Roof		Complete	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00	\$25,000.00
	Actual Contract (Borner Restoration)							\$25,000.00
	2019 County Park Appropriations							
	HAWK - Path Replacement to all Facilities		Construction	\$70,000.00	\$70,000.00	\$0.00	\$70,000.00	\$70,000.00
	Contract with JH Construction (\$18,379.00)							
	BUR - Passenger Van 15		Complete	\$35,000.00	\$35,000.00	\$30,765.25	\$4,234.75	\$35,000.00
	Lake Lansing (All) - Crack Seal All Entry Road Asphalt		Funding	\$25,000.00	\$25,000.00	\$9,315.00	\$15,685.00	\$25,000.00
	LLS - Retaining Wall / Sidewalk / Access		Funding	\$11,500.00	\$11,500.00	\$0.00	\$11,500.00	\$11,500.00
	HAWK / River Trail - Drinking Fountains		Construction	\$20,000.00	\$20,000.00	\$11,311.33	\$8,688.67	\$20,000.00
	BUR - Canoe/Keyaks		Complete	\$5,000.00	\$5,000.00	\$4,982.64	\$17.36	\$5,000.00
	HAWK - Keyaks / Life Jackets		NA	\$7,500.00	\$7,500.00	\$4,285.82	\$3,214.18	\$7,500.00
	Lake Lansing - Secondary Boat Dock			\$12,000.00	\$12,000.00	\$0.00	\$12,000.00	\$12,000.00
	LLN - Snowmobile and Track Setter		Complete	\$30,000.00	\$30,000.00	\$9,964.36	\$1,535.64	\$30,000.00
	BUR - Winter Sports Bldg Roof					\$0.00	\$30,000.00	\$30,000.00
	HAWK - Red Tail Shelter Roof 1/2			\$20,000.00	\$20,000.00	\$0.00	\$20,000.00	\$20,000.00
	J Trumble Award - Additional Funds							
	HAWK - Boat House Rental Roof			\$20,000.00	\$20,000.00	\$0.00	\$20,000.00	\$20,000.00
	LLS - Boat House Rental Roof			\$15,000.00	\$15,000.00	\$0.00	\$15,000.00	\$15,000.00
	DNR GRANT PROJECTS							
	LAKE LANSING SOUTH (DNR Grant) - TF 18-01-04		Design/Permit	\$15,000.00	\$15,000.00	\$0.00	\$230,600.00	\$230,600.00
	TOPO Survey							\$230,600.00
	DNR Grant - March, TF 18-01-04 (\$156,600)							
	DNR Grant - March, RP 18-0040 (\$59,000) - no award							
	Consultant Contract (Rowe) (\$31,800)							
	Payments							
	Construction Contract (NAME) (\$AMOUNT)							
	Payment							

**TRAILS AND PARKS MILLAGE
PROJECT STATUS / ACCOUNTING
INGHAM COUNTY, MI**

Project No.	Project Description	Completion Date	Project Status	Contract Amount	Contract Total	Reimbursed/ Paid Amount	Encumbered Balance	Project Total
	BURCHFIELD - DNR Grant Match (2019) & Topo Survey		Design/Permit	\$56,300.00	\$232,000.00	\$0.00	\$232,000.00	\$232,000.00
	DNR Grant - Match (2017 Millage)			\$175,700.00				
	Consultant Contract (Rowe) (\$42,000)							
	Payments							
	Construction Contract (NAME) (\$AMOUNT)							
	Payment	✓						
	CONSULTANTS							
	Mannik & Smith (Trails & Parks Comp. Report)		CLOSED	\$73,514.00	\$73,514.00	\$72,693.53	\$820.47	\$73,514.00
	Release Encumbrances, as paid out							
	End of Contract, Release Encumbrances						-\$820.47	
	Spicer Group (General Consulting) (2017-2018)		CLOSED	\$194,946.74	\$194,946.74	\$154,607.88	\$40,338.87	\$194,946.75
	Release Encumbrances, as paid out							\$194,946.75
	End of Contract, Release Encumbrances						-\$40,338.87	
	Spicer Group (General Consulting) (2018-2019)		Planning	\$201,756.00	\$201,756.00	\$41,878.00	\$159,878.00	\$201,756.00
	Release Encumbrances, as paid out							\$201,756.00
	Carlson Appraisal Company		CLOSED	\$500.00	\$500.00	\$500.00	\$0.00	\$500.00
	Release Encumbrances, as paid out							\$500.00
	Signs by Crammie (Wayfinding Sign Supply)		CLOSED	\$281,428.00	\$281,428.00	\$187,599.74	\$93,828.26	\$281,428.00
	Release Encumbrances, as paid out							\$281,428.00
	Total Budgeted			\$22,449,490.68	\$22,449,490.68			
	Total Expended			\$7,071,960.98		\$7,071,960.98	\$15,768,677.99	
	Total Encumbrances			\$15,768,677.99				
	Actual Millage Collected			\$18,483,968.30				
	Estimated Millage to Collect			\$3,790,454.00				
	Fund Balance (Total Collected less Expend/Encumbered)			-\$586,716.67				

PROJECT STATUS CODES:

- CONTRACTS · The project has been awarded by the BOC and contracts are being executed with the community.
- PLANNING · (only for plans or studies)
- FUNDING · The community is seeking / leveraging other sources of funding for the project.
- DESIGN/PERMIT · The project has started the design phase of the project and permitting, if required.
- BIDDING · The project has completed the design/permitting phase and has been advertised for bidding.
- CONSTRUCTION · The bidding phase has completed, the project has been awarded to a contractor and it under construction.
- COMPLETE · The project construction is completed, but the community hasn't submitted a reimbursement request.
- REIMBURSE · The community has submitted their final reimbursement request for the project.
- CLOSED · The project has completed a final inspection and the reimbursement request has been approved and paid out.
- CANCELLED · Funding for the project has been cancelled and any dispersed funds have been returned to the millage fund.



TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: 09/12/2019
SUBJECT: Extension of agreement with Ionia County Health Department
September 30, 2019 and October 2, 2019

BACKGROUND

Ingham County Health Department (ICHHD) wishes to enter into a six month extension with Ionia County Health Department to enable ICHHD's Medical Director to continue providing medical direction and consultation to Ionia County Health Department. The extension would be effective January 1, 2020 through June 30, 2020. This agreement was authorized in Resolution # 16-407. Under the existing agreement, Ionia County Health Department agreed to pay ICHHD \$56,290.00 for the 2019 calendar year. Due to the fact that a 2% increase in salaries is scheduled for FY 20 this extension requests a commensurate increase of 2% for the duration of the extension for a total of \$28,707.90. Under this agreement ICHHD agrees to provide approximately 20% of the Medical Director's time to the Ionia County Health Department, including a commitment to being on site at least 16 hours during each month. Additionally, this agreement provides that the administrative staff of ICHHD occasionally consults with the staff of Ionia County.

ALTERNATIVES

There are no other alternatives.

FINANCIAL IMPACT

Ionia County Health Department will be responsible for paying ICHHD \$28,707.90 for the services provided during this six month extension.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to support the six month extension of the agreement with Ionia County Health Department to provide Medical Direction and Consultation to the Ionia County Health Department, effective January 1, 2020 through June 30, 2020

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN EXTENSION OF THE AGREEMENT WITH
IONIA COUNTY HEALTH DEPARTMENT**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into a six month extension with Ionia County Health Department to enable ICHD's Medical Director to continue providing medical direction and consultation to Ionia County Health Department; and

WHEREAS, the extension would be effective January 1, 2020 through June 30, 2020; and

WHEREAS, this agreement was authorized in Resolution # 16-407; and

WHEREAS, under the existing agreement, Ionia County Health Department agreed to pay ICHD \$56,290.00 for the 2019 calendar year; and

WHEREAS, due to the fact that a 2% increase in salaries is scheduled for FY 20 this extension requests a commensurate increase of 2% for the duration of the extension for a total of \$28,707.90; and

WHEREAS, under this agreement ICHD agrees to provide approximately 20% of the Medical Director's time to the Ionia County Health Department, including a commitment to being on site at least 16 hours during each month; and

WHEREAS, additionally, this agreement provides that the administrative staff of ICHD occasionally consults with the staff of Ionia County; and

WHEREAS, the Ingham County Health Officer recommends that the Board of Commissioners authorize entering into an agreement with Ionia County Health Department to allow ICHD's Medical Director to continue to provide medical direction and consultation to Ionia County Health Department.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize entering into an agreement with Ionia County Health Department to allow ICHD's Medical Director to continue to provide medical direction and consultation to Ionia County Health Department for the time period of January 1, 2020 to June 30, 2020.

BE IT FURTHER RESOLVED, that Ionia County will reimburse Ingham Country an amount not to exceed \$28,707.90 for the Medical Director's time to the Ionia County Health Department.

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

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

Agenda Item 4b

TO: Board of Commissioners Human Services, County Services, and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: September 13, 2019
SUBJECT: Acceptance of Grant Funds from Mid-State Health Network
For the meeting agendas of September 30 and October 1, 2019

BACKGROUND

Ingham County Health Department (ICHHD) wishes to renew the agreement with Mid-State Health Network (MSHN) to accept grant funds totaling \$104,311, which will enable ICHHD to continue the coordination of the Ingham Opioid Abuse and Prevention Initiative (IOAPI) and to augment prevention efforts dedicated to youth vaping and marijuana use. Historically, this collaboration collects data in Ingham County that provides support for combating the opioid epidemic and other substance use disorders. This funding also supports other prevention related efforts including naloxone training for staff and community members, proper disposal of medication, tobacco surveillance, and connecting community members in need to substance abuse resources. This agreement will be effective October 1, 2019 through September 30, 2020.

ALTERNATIVES

There are no other alternatives.

FINANCIAL IMPACT

The renewal of this agreement will allow ICHHD to accept \$104,311 in grant funds which will be used to continue funding a .5 FTE Prevention Coordinator (position # 601496), a .15 FTE Community Health Worker (position #601454), and a .2 FTE Lead Social Worker (position # 601525), for the duration of the agreement with MSHN.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution to accept a Mid-State Health Network Grant totaling \$104,311 to be used to continue funding a .5 FTE Prevention Coordinator (position # 601496), a .15 FTE Community Health Worker (position #601454), and a .2 FTE Lead Social Worker (position # 601525), as well as other opioid abuse and substance use disorder prevention efforts for the duration of this agreement.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT GRANT FUNDS THROUGH MID-STATE HEALTH NETWORK

WHEREAS, Ingham County Health Department (ICHD) wishes to renew the agreement with Mid-State Health Network (MSHN) to accept grant funds totaling \$104,311, which will enable ICHD to continue the coordination of the Ingham Opioid Abuse and Prevention Initiative (IOAPI) and to augment prevention efforts dedicated to youth vaping and marijuana use; and

WHEREAS, historically, this collaboration collects data in Ingham County that provides support for combating the opioid epidemic and other substance use disorders; and

WHEREAS, this funding also supports other prevention related efforts including naloxone training for staff and community members, proper disposal of medication, tobacco surveillance, and connecting community members in need to substance abuse resources; and

WHEREAS, this agreement will be effective October 1, 2019 through September 30, 2020; and

WHEREAS, the renewal of this agreement will allow ICHD to accept \$104,311 in grant funds which will be used to continue funding a .5 FTE Prevention Coordinator (position # 601496), a .15 FTE Community Health Worker (position #601454), and a .2 FTE Lead Social Worker (position # 601525), for the duration of the agreement with MSHN; and

WHEREAS, the Health Officer recommends that the Ingham County Board of Commissioners authorize the acceptance of \$104,311 in contract funds to be used for .5 FTE Prevention Coordinator (position # 601496) a .15 FTE Community Health Worker (position #601454) and a .2 FTE Lead Social Worker (position # 601525), as well as other prevention related activities.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners authorizes the acceptance of contract funds from MSHN in the amount of \$104,311 to continue the funding of a .5 FTE Prevention Coordinator (position # 601496), a .15 FTE Community Health Worker (position #601454), and a .2 FTE Lead Social Worker (position # 601525), as well as other prevention related activities.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any 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: September 11, 2019
SUBJECT: Authorization to Enter into an Agreement with Intelligent Medical Objects, Inc.
For the meeting agendas of September 30 and October 2, 2019

BACKGROUND

Ingham County Health Department (ICHHD) wishes to enter into an agreement with Intelligent Medical Objects, Inc. (IMO) effective November 1, 2019 through October 31, 2022. IMO offers Problem IT Terminology Services which provides advanced user-friendly term search functionality to assist providers and clinicians in identifying terminology to document patient diagnosis and histories within Next Gen. IMO, Inc.'s Service is compatible and recommended for use with Next Gen and will enhance the efficiency of the diagnostic code search function in Next Gen to ensure quality patient care.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The cost of the Service includes a one-time implementation fee of \$2,500 for installation, updates, enhancements, material data updates and new versions into the Service and consulting services to be provided by IMO, Inc. over the three year agreement period. The cost of service also includes a licensing fee of \$7,500 per year. That brings the first year costs to \$10,000, and years two and three at \$7,500 per year. These costs will be covered through the Community Health Center FY20 budget.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize entering into an agreement with Intelligent Medical Objects, Inc. (IMO) effective November 1, 2019 through October 31, 2022.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUHTORIZE AN AGREEMENT WITH
INTELLIGENT MEDICAL OBJECTS, INC.**

WHEREAS, Ingham County Health Department (ICHHD) wishes to enter into an agreement with Intelligent Medical Objects, Inc. (IMO) effective November 1, 2019 through October 31, 2022; and

WHEREAS, IMO offers Problem IT Terminology Service which provides advanced user-friendly term search functionality to assist providers and clinicians in identifying terminology to document patient diagnosis and histories within Next Gen; and

WHEREAS, IMO, Inc.'s Service is compatible and recommended for use with Next Gen and will enhance the efficiency of the diagnostic code search function in Next Gen to ensure quality patient care; and

WHEREAS, the cost of the Service includes a one-time implementation fee of \$2,500 for installation, updates, enhancements, material data updates and new versions into the Service and consulting services to be provided by IMO, Inc. over the three year agreement period; and

WHEREAS, the cost of service also includes a licensing fee of \$7,500 per year. That brings the first year costs to \$10,000, and years two and three at \$7500 per year. These costs will be covered through the Community Health Center FY20 budget; and

WHEREAS, these costs will be covered through the Community Health Center FY20 budget; and

WHEREAS, the Ingham Community Health Center Board of Directors supports entering into an agreement with Intelligent Medical Objects, Inc. (IMO) effective November 1, 2019 through October 31, 2022 to provide Problem IT Terminology Services; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize entering into an agreement with Intelligent Medical Objects, Inc. (IMO) effective November 1, 2019 through October 31, 2022 to provide Problem IT Terminology Services.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Intelligent Medical Objects, Inc. (IMO) effective November 1, 2019 through October 31, 2022 to provide Problem IT Terminology Services, including a one-time implementation fee of \$2,500 and a licensing fee of \$7,500 per year.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: September 6, 2019
SUBJECT: Acceptance of Integrated Behavioral Health Grant

For the meeting agendas of September 30 and October 1, 2019

BACKGROUND

Ingham County Health Department (ICHD) wishes to accept \$167,000 of funding from the Health Resources and Services Administration (HRSA), received August 2019, to be used for mental health services at New Hope and Birch Community Health Centers effective for the current grant year, February 1, 2019 through January 31, 2020. This is additional supplemental funding for the Health Center Program Grant FY 2019. A portion of the funding will be going towards a service agreement with Hope Network for Medication Assisted Treatment (MAT) Services to contract with .40 FTE physician to provide MAT services for an amount not to exceed \$95,400.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The total funding awarded is \$167,000. ICHD is using a portion of the funds to enter into a services agreement with Hope Network for a .40 FTE contracted physician to provide MAT services for an amount not to exceed \$95,400.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize accepting \$167,000 of funding from the Health Resources and Services Administration (HRSA) program, received August 2019, to be used for mental health services at the New Hope and Birch Community Health Centers and the creation of a .40 FTE contracted physician position to provide MAT services in an amount not to exceed \$95,400, effective for the current grant year, February 1, 2019 through January 31, 2020.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT INTEGRATED BEHAVIORAL HEALTH PLAN

WHEREAS, Ingham County Health Department (ICHD) wishes to accept \$167,000 of funding from the Health Resources and Services Administration (HRSA) program, received August 2019, to provide mental health services at the New Hope and Birch Community Health Centers effective for the current grant year, February 1, 2019 through January 31, 2020; and

WHEREAS, this is additional supplemental funding for the Health Center Program Grant FY 2019; and

WHEREAS, a portion of the funding will be going towards a service agreement with Hope Network for Medication Assisted Treatment (MAT) Services to contract with .40 FTE physician to provide MAT services for an amount not to exceed \$95,400; and

WHEREAS, the Ingham Community Health Center Board of Directors supports accepting \$167,000 of funding from the Health Resources and Services Administration (HRSA) program, received August 2019, to be used for mental health services at New Hope and Birch Community Health Centers effective for the current grant year, February 1, 2019 through January 31, 2020; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorizes accepting \$167,000 of funding from the Health Resources and Services Administration (HRSA) program, received August 2019, to be used for mental health services at New Hope and Birch Community Health Centers and the creation of a .40 FTE contracted physician to provide MAT services, effective for the current grant year, February 1, 2019 through January 31, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting \$167,000 of funding from the Health Resources and Services Administration (HRSA) program, received August 2019, to be used for mental health services at New Hope and Birch Community Health Centers effective for the current grant year, February 1, 2019 through January 31, 2020.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: September 10, 2019
SUBJECT: Authorization to Enter into an Agreement with Michigan State University's College of Osteopathic Medicine, Department of Family and Community Medicine

For the meeting agendas of September 30 and October 2, 2019

BACKGROUND

Ingham County Health Department's (ICHD) Community Health Centers (CHC) wish to enter into an agreement with Michigan State University's College of Osteopathic Medicine, Department of Family and Community Medicine (MSU COM FCM) for contractual Medical Director Services, effective October 1, 2019 through September 30, 2020. The contracted Medical Director will fulfill administrative duties of the vacant CHC Medical Director position 20 hours per week.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The funding for this agreement will be covered by the salary of the vacant CHC Medical Director position. The contracted Medical Director will work 20 hours per week at \$150 an hour, a total amount not to exceed \$160,000 annually.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize entering into an agreement with Michigan State University's College of Osteopathic Medicine, Department of Family and Community Medicine (MSU COM FCM) for contractual Medical Director Services, effective October 1, 2019 through September 30, 2020.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MICHIGAN STATE UNIVERSITY'S
COLLEGE OF OSTEOPATHIC MEDICINE, DEPARTMENT OF FAMILY AND
COMMUNITY MEDICINE**

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHC) wish to enter into an agreement with Michigan State University's College of Osteopathic Medicine, Department of Family and Community Medicine (MSU COM FCM) for contractual Medical Director Services, effective October 1, 2019 through September 30, 2020; and

WHEREAS, the contracted Medical Director will fill in the vacant CHC Medical Director position 20 hours per week; and

WHEREAS, the funding for this agreement will be covered by the salary of the vacant CHC Medical Director position; and

WHEREAS, the contracted Medical Director will work 20 hours per week at \$150 an hour; and

WHEREAS, the overall cost shall not exceed \$160,000 which amount is covered through the total budgeted amount of the vacant Medical Director position; and

WHEREAS, the Ingham Community Health Center Board of Directors supports entering into an agreement with Michigan State University's College of Osteopathic Medicine, Department of Family and Community Medicine (MSU COM FCM) for contractual Medical Director Services, effective October 1, 2019 through September 30, 2020; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize entering into an agreement with Michigan State University's College of Osteopathic Medicine, Department of Family and Community Medicine (MSU COM FCM) for contractual Medical Director Services, effective October 1, 2019 through September 30, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Michigan State University's College of Osteopathic Medicine, Department of Family and Community Medicine (MSU COM FCM) for contractual Medical Director Services, effective October 1, 2019 through September 30, 2020, at a rate of \$150 an hour, for 20 hours a week.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: September 10, 2019
SUBJECT: Acceptance of Quality Improvement Funding Award from HRSA
For the meeting agendas of September 30 and October 2, 2019

BACKGROUND

Ingham County Health Department's (ICHD) Community Health Centers (CHC) wish to accept a quality funding award totaling \$77,042 from the U.S. Department of Health Resources and Services Administration (HRSA). These funds are awarded based on quality performance of ICHD's CHCs Uniform Data Systems (UDS) report. This is an increase to the current Quality Improvement HRSA award for February 1, 2019 through January 31, 2020. These funds will be applied toward continued quality improvement and practice transformation for value based care objectives.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

Acceptance of this award increases HRSA funding by \$77,042 for quality improvement services in ICHD's CHCs.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize acceptance of a quality funding award totaling \$77,042 from the U.S. Department of Health Resources and Services Administration (HRSA).

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ACCEPT QUALITY IMPROVEMENT FUNDING AWARD FROM HRSA

WHEREAS, Ingham County Health Department's (ICHHD) Community Health Centers (CHC) wish to accept a quality funding award totaling \$77,042 from the U.S. Department of Health Resources and Services Administration (HRSA); and

WHEREAS, these funds are awarded based on quality performance of ICHD's CHCs Uniform Data Systems (UDS) report; and

WHEREAS, this is an increase to the current Quality Improvement HRSA award for February 1, 2019 through January 31, 2020; and

WHEREAS, these funds will be applied toward continued quality improvement and practice transformation for value based care objectives; and

WHEREAS, the Ingham Community Health Center Board of Directors supports acceptance of a quality funding award totaling \$77,042 from HRSA; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize acceptance of a quality funding award totaling \$77,042 from HRSA.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes acceptance of a quality funding award totaling \$77,042 from HRSA for the award period of February 1, 2019 through January 31, 2020.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: September 6, 2019
SUBJECT: Authorization to Amend Resolution #18-385 with OTECH for uSign/uStart Software
 For the meeting agendas of September 30 and October 2, 2019

BACKGROUND

Ingham County Health Department (ICHHD) wishes to amend resolution #18-385 with OTECH for new software for an amount not to exceed \$225,100 effective October 1, 2019 through September 30, 2022. The amendment will include the costs for uSign and uStart software as well as additional tablets. The software will streamline the real-time two way connection to NextGen, that will enable patients to electronically pre-register and sign in for appointments. E-registration saves staff data entry time, reduces patient wait time and enhances access to care for patients, supporting greater productivity and improved patient experiences.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

The additional costs shall not exceed \$225,100 for a three year period and will be covered through the Substance Use Disorder grant year one which was authorized by resolution # 18-446 and patient revenue for years two and three.

- Year 1: \$90,700 (initial fee + monthly fees)
- Year 2: \$67,200 (monthly fees)
- Year 3: \$67,200 (monthly fees)

Initial Fee	Price	QTY	Discount	Total
Server/System Configuration (OTECH Cloud Based Server)	\$10,000.00	1	0%	\$10,000.00
10" uSign Tablets (Includes docking stations)	\$1,000.00	15	10%	\$13,500.00
			Total	\$23,500.00

uStart/uSign Month Fee	Price	# of Locations	Total
uSign Web Per Location Activated	\$300.00	8	\$28,800
uStart Per Location Activated	\$400.00	8	\$38,400
		Total	\$67,200
		Overall FY20:	\$90,700

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize approval to amend resolution #18-385 with OTECH for new software for an amount not to exceed \$225,100 effective October 1, 2019 through September 30, 2022.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AMEND RESOLUTION #18-385 WITH OTECH FOR USIGN/USTART SOFTWARE

WHEREAS, Ingham County Health Department (ICHD) wishes to amend resolution #18-385 with OTECH for new software for an amount not to exceed \$225,100 effective October 1, 2019 through September 30, 2022; and

WHEREAS, the amendment will include the costs for uSign and uStart software as well as additional tablets; and

WHEREAS, the software will streamline the real-time two way connection to NextGen, that will enable patients to electronically pre-register and sign in for appointments; and

WHEREAS, the additional costs shall not exceed \$225,100 for a three year period.

- Year 1: \$90,700 (initial fee + monthly fees)
- Year 2: \$67,200 (monthly fees)
- Year 3: \$67,200 (monthly fees)

Initial Fee	Price	QTY	Discount	Total
Server/System Configuration (OTECH Cloud Based Server)	\$10,000.00	1	0%	\$10,000.00
10" uSign Tablets (Includes docking stations)	\$1,000.00	15	10%	\$13,500.00
			Total	\$23,500.00

uStart/uSign Month Fee	Price	# of Locations	Total
uSign Web Per Location Activated	\$300.00	8	\$28,800
uStart Per Location Activated	\$400.00	8	\$38,400
		Total (per year)	\$67,200
		Overall FY20:	\$90,700

; and

WHEREAS, through Resolution #18-446, ICHD accepted an award of funding from the U.S. Department of Health Resources and Services Administration (HRSA) to improve the quality of mental health and Substance Use Disorder services (SUD); and

WHEREAS, the Ingham Community Health Center Board of Directors supports amending resolution #18-385 with OTECH for new software for an amount not to exceed \$225,100 effective October 1, 2019 through September 30, 2022; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize amending resolution #18-385 with OTECH for new software for an amount not to exceed \$225,100 effective October 1, 2019 through September 30, 2022.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize amending resolution #18-385 with OTECH for new software for an amount not to exceed \$225,100 effective October 1, 2019 through September 30, 2022.

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

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

TO: Board of Commissioners Human Services and Finance Committees
FROM: Linda S. Vail, MPA, Health Officer
DATE: September 11, 2019
SUBJECT: Authorization to Enter into an agreement with Uber Health
For the meeting agendas of September 30 and October 2, 2019

BACKGROUND

Ingham County Health Department (ICHD) wishes to enter into an agreement with Uber Health effective October 1, 2019 through September 30, 2020. Uber Health provides transportation services to patients and clients to medical and health related appointments and services when there are no other alternatives. After a bid for local taxi services yielded no results, Uber Health was identified as an alternative service provider for reliable rides to and from necessary Ingham County Health Center (IHC) and ICHD appointments and referrals. Uber Health utilizes a specifically designed dashboard to ensure healthcare privacy and security standards that meet HIPAA compliance, and their services are available to clients 24 hours a day.

ALTERNATIVES

There are no alternatives.

FINANCIAL IMPACT

Uber Health service cost will vary based on use. The costs will be covered by FY20 budgeted transportation and shall not exceed \$10,300.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

There are no other considerations.

RECOMMENDATION

Based on the information presented, I respectfully recommend that the Ingham County Board of Commissioners authorize entering into an agreement with Uber Health to provide transportation services to ICHD and IHC patients and clients effective October 1, 2019 through September 30, 2020.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH UBER HEALTH

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Uber Health effective October 1, 2019 through September 30, 2020; and

WHEREAS, Uber Health provides transportation services to patients and clients medical and health related appointments and services when there are no other alternatives; and

WHEREAS, after a bid for local taxi services yielded no results, Uber Health was identified as an alternative service provider for reliable rides to and from necessary Ingham County Health Center (IHC) and ICHD appointments and referrals; and

WHEREAS, Uber Health utilizes a specifically designed dashboard to ensure healthcare privacy and security standards that meet HIPAA compliance, and their services are available to clients 24 hours a day; and

WHEREAS, Uber Health service cost will vary based on use; and

WHEREAS, the cost will be covered by FY20 budgeted transportation and shall not exceed \$10,300; and

WHEREAS, the Ingham Community Health Center Board of Directors supports entering into an agreement with Uber Health effective October 1, 2019 through September 30, 2020; and

WHEREAS, the Health Officer recommends that the Board of Commissioners authorize entering into an agreement with Uber Health effective October 1, 2019 through September 30, 2020.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Uber Health effective October 1, 2019 through September 30, 2020 in an amount not to exceed \$10,300.

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

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

Agenda Item 5

TO: Finance and Liaison Committees

FROM: Michael A. Townsend, Budget Director

DATE: September 18, 2019

RE: Third Quarter 2019 Budget Adjustments, Contingency Fund Update and Quarterly Statement

Enclosed please find the recommended adjustments to the Ingham County budget for the third quarter of fiscal year 2019. The total increase to the General Fund is \$0.

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

There are no adjustments to the general fund this quarter.

The Road Department is requesting \$125,000 from fund balance to purchase 3 or 4, depending on cost, new pickup trucks to replace old, and retired units.

The Animal Shelter Debt Fund is in need of \$1,212,700 for revenue and expense for the payment of the bond for the shelter. The Animal Control Millage will need use of fund balance to transfer the \$1,212,700 to the Animal Shelter Debt Fund.

The Justice Millage is requesting moving \$5,710 attrition funds from personnel line to building repair and maintenance line to address some security needs in the Pretrial Services Office.

The Public Defender is requesting moving \$200,000 from contractual services line to leasehold improvements for actual expenses in accounts different from the adopted budget.

The 55th District Court is requesting an additional \$880 from fund balance to cover overages spent on a work station project in the Machine and Equipment Revolving fund.

Attached is an update of contingency fund spending so far this year. The current contingency amount is \$326,950. The attached document details how the Board has allocated the contingency funds throughout the year, beginning with a balance of \$350,000.

The 3rd quarter general fund budget to actual year to date report will be presented to the Commissioners after the completion of the quarter. Our bond rating agency suggested that we present this information to Commissioners on a quarterly basis.

Should you require any additional information or have questions regarding this process, please don't hesitate to contact me.

2019 CONTINGENCY

Adopted Contingency Amount	\$350,000
R18-467: Additional Community Agency Funding	(8,550)
R19-262: Unity in the Community Event	(2,500)
R19-293: Cost Allocation Plan MGT	(12,000)
Current Contingency Amount	\$326,950

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING ADJUSTMENTS TO THE 2019 INGHAM COUNTY BUDGET

WHEREAS, the Board of Commissioners adopted the 2019 Budget on October 23, 2018 and has authorized certain amendments since that time, and it is now necessary to make some adjustments as a result of updated revenue and expenditure projections, fund transfers, reappropriations, accounting and contractual changes, errors and omissions, and additional appropriation needs; and

WHEREAS, the Liaison Committees and the Finance Committee have reviewed the proposed budget adjustments prepared by the Controller’s staff and have made adjustments where necessary; and

WHEREAS, Public Act 621 of 1978 requires that local units of government maintain a balanced budget and periodically adjust the budget to reflect revised revenue and expenditure levels.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby directs the Controller to make the necessary transfers to adjust revenues and expenditures in the following funds, according to the attached schedules:

<u>FUND</u>	<u>DESCRIPTION</u>	<u>2019 BUDGET 09/17/19</u>	<u>PROPOSED CHANGES</u>	<u>PROPOSED BUDGET</u>
201	Road	26,654,654	125,000	26,779,654
205	Animal Control Millage	429,319	1,212,700	1,642,019
207	Justice Millage	890,355	0	890,355
260	Indigent Defense	5,422,599	0	5,422,599
399	Animal Shelter Debt	0	1,212,700	1,212,700
664	Mach. & Equip. Revolving	1,889,218	880	1,890,098

Non-General Fund Adjustments

- Road Fund (F201) To increase expense and use of fund balance in the amount of \$125,000 to purchase 3 or 4 new pickup trucks to replace old units.
- Animal Control Millage (F205) Set up transfer to Fund 399 for payment of bond in the amount of \$1,212,700 for construction of the Animal Shelter Facility and increase use of 205 Fund balance.
- Justice Millage (F207) To transfer \$5,710 from excess personnel line to the building repair and maintenance line.
- Indigent Defense (F260) To transfer \$200,000 from contractual services line to leasehold improvements line.

Animal Shelter Debt
(F399)

Set up expense and revenue from Fund 205 millage for payment of the bond in the amount of \$1,212,700 for construction of the Animal Shelter Facility

Mach./Equip. Revolving
(F664)

Set up expense and revenue in the amount of \$880 from 664 fund balance to supplies line.