

CHAIRPERSON
VICTOR CELENTINO

VICE-CHAIRPERSON
BRIAN McGRAIN

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

LAW AND COURTS COMMITTEE
REBECCA BAHAR-COOK, CHAIR
KARA HOPE
BRYAN CRENSHAW
VICTOR CELENTINO
PENELOPE TSERNOGLOU
RANDY SCHAFER
RANDY MAIVILLE

INGHAM COUNTY BOARD OF COMMISSIONERS

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

THE LAW AND COURTS COMMITTEE WILL MEET ON THURSDAY, MAY 1, 2014
AT 6:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES
BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [April 17, 2014](#) Minutes

Additions to the Agenda

Limited Public Comment

1. Prosecuting Attorney - Resolution Authorizing a Grant/Sub Contract with the City of Lansing for a Special Part Time [Victim Rights Position](#) at the Prosecuting Attorney's Office
2. Facilities - Resolution Awarding a Contract to [Quality Roofing, Inc.](#) for the Replacement of One Roof at the Ingham County Sheriff's Office
3. Management Information Systems - Resolution to Approve the Purchase, Installation, and Configuration of [Carousel Industries](#) Audio/Visual Solution for the Sheriff's Office Training Rooms
4. Controller's Office
 - a. Resolution Updating Various [Fees](#) for County Services
 - b. Update on the 9-1-1 Pension/Health Care Funds Settlement with the City of Lansing (*No Materials*)

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.

LAW & COURTS COMMITTEE

April 17, 2014

Draft – Minutes

Members Present: Rebecca Bahar-Cook, Kara Hope, Bryan Crenshaw, Victor Celentino, Penelope Tsernoglou and Randy Maiville

Members Absent: Randy Schafer

Others Present: Commissioner Tennis, John Neilsen, Shauna Dunnings, Harry Moxley, Jennifer Shuster, Daedre Craig, John Krohn, Egypt Mapes, Kendra Pyle, Kirk Green, Patti Akley, Bella Akley, John Schneider, Caitlin Schneider and others.

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

Approval of the April 3, 2014 Minutes

MOVED BY COMM. CELENTINO, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE MINUTES OF THE APRIL 3, 2014 LAW & COURTS COMMITTEE MEETING AS PRESENTED.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Schafer.

The minutes of the April 3, 2014 Law & Courts Committee meeting were approved as presented.

Additions to the Agenda

None.

Limited Public Comment

Commissioner Todd Tennis, along with Daedre Craig and Kendra Pyle, addressed the Committee regarding agenda item no. 3. Commissioner Tennis expressed his gratitude to the Committee for taking up discussion regarding a draft resolution to adopt an ordinance amending the Ingham County Animal Control Ordinance to permit keeping dwarf goats in non-agricultural areas. He discussed the option of licensing requirements as compared to that of dogs and also potential educational opportunities for responsibility. Commissioner Tennis did state that according to the County attorneys, Ingham County does not have the ability to require animal licensure of any animals other than dogs at this point. He said he is seeking options with State Representative Andy Schor that would possibly amend the State of Michigan law that allows counties to license dogs to also include dwarf goats.

Chairperson Bahar-Cook moved agenda item no. 3 to the beginning of the meeting to continue discussion that generated with limited public comment.

3. Law & Courts Committee Discussion - The Law & Courts Committee will take input from interested parties – DRAFT Resolution to Adopt an Ordinance Amending the Ingham County Animal Control Ordinance to Permit Keeping Dwarf Goats in Non-Agricultural Areas

Ms. Craig and Ms. Pyle, both residents of Lansing, spoke about their experiences and interests in urban agriculture and the ability to see it progress even further with the ability to keep dwarf goats. They referred to being able to grow fruits, vegetables and now eggs through backyard chickens. Both women stated that they would like to be able to also produce their own milk through the dwarf goats as well.

Ms. Pyle spoke about the allowance of dwarf goats in urban agriculture in Seattle and the current restrictions that are practiced there. She addressed the size of the animals, their social personality, fence height suggestion, the recommendation of neutering males and also the ease of manure clean up.

John Krohn, Garden Coordinator for the Ingham County Land Bank, addressed the Committee and spoke about people moving and staying in the Lansing area for the progressive acts, such as urban agriculture, that are going on there. He also spoke about an educational class on the dwarf goats that could be offered through Michigan State University.

Egypt Mapes, a Lansing resident, addressed the Committee and spoke about her upbringing on a dairy farm and the livestock that she has had experience with. She gave details on her pleasant experiences with the dwarf goats, specifically how easy they are to handle and how social they are.

Commissioner Maiville discussed the ability of local government entities being able to permit keeping dwarf goats in non-agricultural areas, but only if a resolution such as this drafted one is passed by the Board of Commissioners. Commissioner Tennis added that if a resolution of this nature is passed, a local government entity cannot prohibit the keeping of dwarf goats unless specifically noted in an ordinance.

Commissioner Tsernoglou posed several questions regarding the dwarf goats, including life span, length of milk production, uses of animals after milk production ceases and the acts of de-horning and neutering being performed by professional veterinarians.

Commissioner Celentino expressed his gratitude to those present for all of their hard work on this effort. He referred to the work that was done to make it possible to keep backyard chickens in non-agricultural areas and said he looks forward to a continued discussion regarding the dwarf goats upon the selection of a new Animal Control Director.

Commissioner Hope stated that she supports urban agriculture and would like to see this move

forward.

Chairperson Bahar-Cook read questions and concerns from her smartphone that were sent to her from Nancy Mahlow, a neighborhood president, who could not attend the meeting. The questions and concerns she posed included: concerns of male goat odors and behavior; regulation of potential breeding; limitation on number of goats allowed; possible dog attacks and who would be to blame; special fencing; grass consumption resulting in dirt for yards; licensing requirements; property lot size; area of yard containment; neighbor notification, allergy possibility; selling of the milk; manure upkeep; rental properties vs. ownership; and certification/education.

Kirk Green, Patti Akley, John and Caitlin Schneider all addressed the Committee and spoke about their desire to produce their own goat's milk due to cow milk allergies and the expense of purchasing pasteurized goat's milk.

Commissioner Maiville gave his consensus to Commissioner Hope's comments.

Chairperson Bahar-Cook said she is excited about this option. She went over the timeline for selecting a new Animal Control Director and said she estimates the person selected would begin working in the position in early June and then could take part in this process. She then said she would expect a resolution to come before the Board of Commissioners to approve in late summer or early fall. Chairperson Bahar-Cook advised all of those present who are in favor of permitting dwarf goats to stay involved in the process all of the way through to show their support.

Commissioner Tsernoglou inquired if the Animal Control has had to deal with any issues since the backyard chickens have been allowed in non-agricultural areas. Commissioner Tennis stated that he has not heard of any incidents.

Commissioner Hope verified that local urban areas will be notified of this possibility before the resolution is brought before the Board of Commissioners.

Commissioner Celentino left the meeting at approximately 6:35 p.m.

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

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE RESOLUTION TO AUTHORIZE A REORGANIZATION IN THE FRIEND OF THE COURT.

Discussion.

Harry Moxley, Interim Deputy Court Administrator/FOC Director, addressed the Committee regarding the proposed reorganization. He stated that due to staff reduction and reorganization, the number of FOC personnel who conduct pre-hearings on Orders to Show Cause has declined from five to three (one Enforcement Supervisor and two Senior Case Examiners). Mr. Moxley

said this has resulted in the number of support hearings declining from 200 per week to about 120. He said the proposal is that the existing job descriptions of Senior Enforcement Specialist-Medical and Senior Case Examiner be consolidated into a revised Senior Case Examiner position.

Chairperson Bahar-Cook referred to a County resident who came to a Law & Courts Committee meeting a few months ago with a public comment regarding a complaint of lack of communication with FOC. She asked if this reorganization would help with situations like that. Mr. Moxley stated that yes, it would.

Commissioner Maiville asked if all of the affected employees of this proposed reorganization are okay with it. Mr. Moxley stated that those affected employees are okay with the reorganization and that the changes have been reviewed with the ICEA Court Professionals Union and they have no objection.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Celentino and Schafer.

2. Sheriff's Office

- a. Resolution to Honor Captain Thomas Wheeler of the Ingham County Sheriff's Office

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE RESOLUTION TO HONOR CAPTAIN THOMAS WHEELER OF THE INGHAM COUNTY SHERIFF'S OFFICE.

There was no discussion.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Celentino and Schafer.

- b. Resolution to Accept Bob Barker Company and Shaheen Chevrolet Quotes for Purchase of Vancell Units and Installation for Three Transport Vans

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. HOPE, TO APPROVE THE RESOLUTION TO ACCEPT BOB BARK COMPANY AND SHAHEEN CHEVROLET QUOTES FOR PURCHASE OF VANCELL UNITS AND INSTALLATION FOR THREE TRANSPORT VANS.

There was no discussion.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Celentino and Schafer.

4. Controller

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

MOVED BY COMM. CRENSHAW, SUPPORTED BY COMM. HOPE, TO APPROVE THE

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

Discussion.

John Neilsen, Deputy Controller, addressed the Committee regarding the resolution. He described the changes that were made and how the reduction of wording still encompasses all of the long-term objectives. Mr. Neilsen pointed out that the three-page resolution is now about two pages in length.

Discussion.

MOVED BY COMM. HOPE, SUPPORTED BY COMM. TSERNOGLOU, TO AMEND THE ORIGINAL MOTION TO MAKE THE FOLLOWING CHANGE TO THE RESOLUTION DUE TO GRAMMATICAL STRUCTURE:

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

A safe place to work, live and visit.

Commissioner Maiville expressed concern about removing the words “and raise a family.”

MOTION TO AMEND THE RESOLUTION CARRIED. **Yeas:** Bahar-Cook, Hope, Crenshaw and Tsernoglou. **Nays:** Maiville. **Absent:** Celentino and Schafer.

Chairperson Bahar-Cook stated that she is not a fan of the resolution being shrunk in size. She stated that she would like to see it in its original form, but would be in favor of a tweak that would still include all of the objectives.

A further discussion took place regarding the differences between the two styles.

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. CRENSHAW, TO AMEND THE ORIGINAL MOTION TO MAKE THE FOLLOWING CHANGE TO THE RESOLUTION:

Remove all of the strikeouts on all of the long-term objectives and add the following after the objectives:

WHEREAS, these long-term objectives are intended to promote:

This was considered a friendly amendment.

MOTION TO AMEND THE RESOLUTION CARRIED UNANIMOUSLY. Absent: Comm. Celentino and Schafer.

A discussion then took place regarding the priority area of “Promoting Accessible Health Care.”

MOVED BY COMM. HOPE, SUPPORTED BY COMM. CRENSHAW, TO AMEND THE ORIGINAL MOTION TO MAKE THE FOLLOWING CHANGE TO THE RESOLUTION:

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

MOTION TO AMEND THE RESOLUTION CARRIED UNANIMOUSLY. Absent: Comm. Celentino and Schafer.

ORIGINAL MOTION, INCLUDING THE THREE AMENDMENTS, CARRIED UNANIMOUSLY. Absent: Comm. Celentino and Schafer.

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

Mr. Neilsen addressed the Committee regarding the upcoming resolution to update various fees for County services. He asked the Committee to review the updated fees before the next meeting. Mr. Neilsen then explained the process of the fees being assessed as an annual process now before the budget. He pointed out that the new proposed fees would generate an additional \$196,000.

Specific discussion regarding Animal Control board fees and Jail day rate (1) fees took place.

Announcements

None.

Public Comment

None.

The meeting was adjourned at approximately 7:37 p.m.

MAY 1, 2014 LAW & COURTS AGENDA STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS:

The Chief Deputy Controller is recommending approval of the following resolutions:

Prosecuting Attorney's Office - Resolution Authorizing a Grant/Sub Contract with the City of Lansing for a Special Part Time Victim Rights Position at the Prosecuting Attorney's Office

This resolution would authorize entering into a Grant/Subcontract with the City of Lansing for the sum of \$18,768.00 for the purposes of establishing of a Special Part Time Victim Rights Grant Position without benefits at a UAW G pay grade for the time period of April 1, 2014 through September 30, 2015. The position authorization will be subject to the availability of grant funds. (see attached memo for details)

Facilities - Resolution Awarding a Contract to Quality Roofing, Inc. for the Replacement of One Roof at the Ingham County Sheriff's Office

This resolution would authorize a contract with Quality Roofing, Inc. in the amount of \$99,750 to replace the roof at the Sheriff's Office in addition to a \$5,000.00 contingency for a total project cost not to exceed \$104,750.00. It also authorizes a CIP transfer (\$72,035) from a lower priority project in order to fully fund the project. (see attached memo for details)

Management Information Systems - Resolution to Approve the Purchase, Installation, and Configuration of Carousel Industries Audio/Visual Solution for the Sheriff's Office Training Rooms

This resolution would authorize the County to purchase replacement audio visual equipment for the Ingham County Sheriff's Office training rooms. The project includes the purchase of audio visual equipment, installation services, and configuration services from Carousel Industries at a cost of \$38,804.52. The project will be funded through the use of booking fees revenue. (see attached memo for details)

Controller's Office - Resolution Updating Various Fees for County Services County Fees

The Controller's Office annually prepares for the BOC review details about adjustment of the fees for the upcoming budget process. This review has been completed and some adjustments are being presented to the Board of Commissioners for their consideration. This information was discussed at the last round of committee meetings as a discussion item for input from the BOC. A resolution recommending certain fee increases is now being presented at this round of meetings for adoption. (see attached memo for details)

This portion of the agenda is for informational purposes:

Controller's Office - Update on the 9-1-1 Pension / Health Care Funds Settlement with the City of Lansing (no materials)

MEMORANDUM

TO: Law & Courts and Finance Committees

FROM: Lisa McCormick

DATE: April 23, 2014

RE: **Swift and Sure Sanctions – Domestic Violence Court - RESOLUTION
AUTHORIZING A GRANT/SUB CONTRACT WITH THE CITY OF
LANSING FOR A SPECIAL PART TIME VICTIM RIGHTS POSITION AT
THE PROSECUTING ATTORNEYS OFFICE**

The State Court Administrative Office, has awarded a grant in the amount of \$150,000 to the City of Lansing, 54-A District Court.

The award allows the 54-A District Court to fund a Special Part Time Victim Rights position in the amount of \$18,768.00, who would make initial contact with the victim, offer services to the victim and explain the Swift and Sure Domestic Violence Court. If eligible for the program, the offender would receive treatment, alcohol and/or narcotics counseling and provide bus passes. This would all be paid by the program. The Special Part Time Victim Rights Position would guide the victim through the process. This position would be up to 19 hours a week with no benefits.

The resolution requests the county establish a grant/sub-contact with the City of Lansing and create a Special Part-Time Position – Victim Rights Assistant Position at the Ingham County Prosecutor's Office.

I spoke with Sally Auer, UAW Chairperson regarding this position and the UAW is okay with the position.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A GRANT/SUB CONTRACT WITH THE CITY OF LANSING
FOR A SPECIAL PART TIME VICTIM RIGHTS POSITION AT
THE PROSECUTING ATTORNEY'S OFFICE**

WHEREAS, the City of Lansing, 54-A District Court, administered by the State Court Administrative Office, has awarded a grant in the amount of \$150,000 to the City of Lansing, 54-A District Court for purposes of offering treatment to offenders of Domestic Violence; and

WHEREAS, the City of Lansing 54-A District Court handles cases involving domestic violence; and

WHEREAS, the Swift and Sure Domestic Violent Grant will include transportation domestic violence counseling, substance testing, cognitive behavioral therapy, relapse prevention programming, in-patient treatment, risk assessment, psychiatric consultation and assessment, and medical consultation; and

WHEREAS, the grant award also includes money for a dedicated Victim Witness Assistant who will work with the Coordinator and Case Managers of the program to ensure the Victim is aware of the specialty court and provide services to victims of domestic violence; and

WHEREAS, the position has been determined by Ingham County's Human Resource Department to be a Special Part Time position without benefits at a UAW G pay grade and will be funded for the duration of the grant which ends September 30, 2015; and

WHEREAS, the acceptance of this award is recommended to the Ingham County Board of Commissioners in order to enhance the work of the Ingham County Prosecutor's Office.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes entering into a Grant/Subcontract with the City of Lansing for the sum of \$18,768.00 to fund a Special Part Time Victim Rights grant position without benefits at a UAW G pay grade for the time period of April 1, 2014 through September 30, 2015 subject to the availability of grant/subcontract funds.

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

BE IT FURTHER RESOLVED, that the Controller is directed to make the necessary adjustments to the 2014 and 2015 Ingham County Prosecutor's Office budget and Position Allocation List.

MEMORANDUM

TO: Law & Courts and Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: April 23, 2014

SUBJECT: **RESOLUTION AWARDING A CONTRACT TO QUALITY ROOFING, INC. FOR THE REPLACEMENT OF ONE ROOF AT THE INGHAM COUNTY SHERIFF'S OFFICE**

The resolution before you authorizes awarding a contract to Quality Roofing, Inc. for the replacement of one roof at the Sheriff's Office. The roof is in need of replacement, it is old, leaking and causing damage to the building.

The Purchasing Department submitted proposals and after careful review of the bids, it is the recommendation of both the Purchasing and Facilities Departments to award a contract to Quality Roofing, Inc. who submitted the lowest responsive and responsible bid to replace the roof at the Sheriff's Office for a cost of \$99,750.00.

The Facilities Department would like to request a \$5,000.00 contingency for any unforeseen circumstances that may arise, bringing the contract to an amount not to exceed \$104,750.00.

The approved CIP line item 245-30199-976000-2FC11 for the Sheriff's roof replacement has a balance of \$32,715.00.

The Facilities Department would like to request a line item transfer in the amount of \$72,035.00 from line item 245-42199-976000-2FC09 for Animal Control roof replacement, a lower priority project, into line item 245-30119-976000-2FC11 for the Sheriff's roof replacement, bringing the new total amount available to \$104,750.00.

Funds for this project will be available in the approved CIP line item #245-30199-976000-2FC11 which will have a balance of \$104,750.00, following the requested line item transfer.

I recommend approval of this resolution.

MEMORANDUM

TO: Law & Courts and Finance Committees
 FROM: Jim Hudgins, Director of Purchasing
 DATE: April 24, 2014
 SUBJECT: Ingham County Jail Reroofing Project

Project Description:

Ingham County accepted proposals from experienced and qualified roofing contractors for replacing the roof at the Ingham County Jail.

The scope of work for the Jail roof includes, but is not limited to, full roof tear-off and replacement of 9,300± square feet (on two levels) of existing ballasted ethylene propylene diene monomer (EPDM). The locker room roof is 2,800± square feet. The Office area is 6,500± square feet. The roof will be replaced with thermoplastic polyolefin (TPO) roofing material.

Proposal Summary:

Vendors contacted: 28 Local: 12
 Vendors at the Pre-bid: 9 Local: 4
 Vendors responding: 5 Local: 1

Company	Jail Roof Cost	Local
Quality Roofing, Inc.	\$99,750	No, Whitmore Lake
Thomas Brown & Son	\$104,320	No, Bay City
Great Lakes Systems, Inc.	\$117,500	No, Jenison
Bornor Restoration	\$129,313	Yes, Lansing
VJM Design and Building	\$142,325	No, Waterford

Vendors not responding:

Architectural Building Restoration, 3316 Maloney St., Lansing, MI 48911

Reason: Does not install this type of roofing system. They spray applied liquid roofing and liquid applied flooring like epoxies and urethanes.

Recommendation:

The Evaluation Committee recommends awarding a contract to Quality Roofing Inc. to replace the Jail roof in an amount not to exceed \$104,750, which is inclusive of a contingency budget of \$5,000, as recommended by the County’s consultant for any unforeseen issues during the project. In addition to submitting the lowest responsive proposal, Quality Roofing is licensed, bonded and insured, and has other relevant experience working on projects of similar size and scope.

Advertisement:

The RFP was advertised in the Lansing State Journal, Michigan Bulletin and posted on the Purchasing Department Web Page.

Agenda Item 2

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AWARDING A CONTRACT TO QUALITY ROOFING, INC. FOR THE REPLACEMENT OF ONE ROOF AT THE INGHAM COUNTY SHERIFF'S OFFICE

WHEREAS, the Sheriff's Office roof is in need of replacement, it is old, leaking and causing damage to the building; and

WHEREAS, after careful review of bids the Purchasing and Facilities Departments both agree that a contract be awarded to Quality Roofing, Inc. for the replacement of one roof at the Sheriff's Office for a cost of \$99,750.00; and

WHEREAS, the Facilities Department would like to request a contingency in the amount of \$5,000.00 for any unforeseen circumstances that may arise, bringing the contract to an amount not to exceed \$104,750.00; and

WHEREAS, the approved CIP line item #245-30199-976000-2FC11 for the Sheriff's roof replacement has a balance of \$32,715.00; and

WHEREAS, the Facilities Department would like to request a line item transfer in the amount of \$72,035.00 from line item 245-42199-976000-2FC09 for Animal Control roof replacement, a lower priority project, into line item 245-30119-976000-2FC11 for the Sheriff's roof replacement, bringing the new total amount available to \$104,750.00; and

WHEREAS, the funds for this project will be available in the approved CIP line item 245-30199-976000-2FC11 which will have a balance of \$104,750.00, following the requested line item transfer.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes awarding a contract to Quality Roofing, Inc., 10800 Plaza Drive, Whitmore Lake, Michigan 48189, to replace the roof at the Sheriff's Office for an amount not to exceed \$104,750.00 which includes a \$5,000.00 contingency.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$72,035.00 from line item 245-42199-976000-2FC09 for Animal Control Roof Replacement into line item 245-30119-976000-2FC11 for the Sheriff's Office roof replacement project.

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

Ingham County Management Information Services
Michael E. Ashton, Chief Information Officer - Email: mashton@ingham.org

To: Board of Commissioners
From: Michael E. Ashton, CIO
Date: April 22nd, 2014
Re: Training room modification at the Ingham County Sheriff's Office

Dear Commissioners,

The Sheriff's Office had requested quotes and options be provided to improve and update the audio-visual equipment in the Training rooms at Ingham County Sheriff's Office.

The current training room equipment is very outdated. There have been several issues with the current audio system in the training rooms. There have been feedback issues due to sub-standard speakers and microphones. Outside vendors and presenters have had difficulty presenting materials from their equipment or using video training media that has not been compatible with the current system. The training rooms serve as a regional training spot not only for Mid-Michigan law enforcement agencies but for the state as well.

After a thorough review of all the equipment and review of several different proposals it is the Management Information Systems recommendation that the equipment be replaced with a new high quality audio and video solution. This includes the replacement of the speakers in the rooms, microphones, projector's, Projector screens, DVD/Blue Ray players, and other equipment. The new system will allow for combining the two training rooms or presenting to one at a time or two spate presentations in the divided rooms. The equipment will also allow for the connections of web conferencing, video conferencing, and presentations from laptops, and tablets either wired or wirelessly.

After reviewing the proposals Carousel Industries was the selected vendor. The rooms will be equipped with new hardware and touch panel control systems for ease of use. This will allow for the Sheriff's Office to continue offering high quality training at a regional and local level to law enforcement staff and allow for other types of training as well. The total solution for both training rooms will cost \$38,804.52. The cost includes training staff on the use and integration with the county's network. The funds would come out of the booking fees.

Thank you for your consideration and feel free to contact me if you have any questions at 676-7371 or Mashton@ingham.org.

MEMORANDUM

TO: Law & Courts and Finance Committees
FROM: Jim Hudgins, Director of Purchasing
DATE: April 24, 2014
SUBJECT: Training Room Modification for Sheriff's Office

Project Description:

Proposals were obtained to improve and update the audio visual equipment in the training rooms at the Ingham County Sheriff's Office. Scope of services include: installation, configuration and training of the Sheriff Office staff.

Proposal Summary:

Vendors contacted: 5 Local: 1
Vendors responding: 5 Local: 1

Company	Total	Local
Carousel Industries	\$38,805.52	Okemos, MI
AVI Systems	\$41,922	Byron Center, MI
Central Interconnect Inc.	\$41,951	Grand Rapids, MI
TeL/Thalner Electronic Laboratories	\$44,711	Ann Arbor, MI
Bluewater Technologies	\$45,735	Southfield, MI

Recommendation:

The Evaluation Committee recommends awarding the contract to Carousel Industries in an amount not to exceed \$38,805.52.

In addition to submitting the lowest responsive proposal, Carousel Industries is a local and qualified vendor with over 20 years of experience.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO APPROVE THE PURCHASE, INSTALLATION, AND CONFIGURATION
OF CAROUSEL INDUSTRIES AUDIO/VISUAL SOLUTION FOR
THE SHERIFF'S OFFICE TRAINING ROOMS**

WHEREAS, it was discovered the Ingham County Sheriff's Office Training room equipment is outdated and at the end of its life; and

WHEREAS, there have been several issues noted with quality and reliability with the audio/visual equipment in the Ingham County Sheriff's Office training rooms today; and

WHEREAS, the equipment in Ingham County Sheriff's Office training rooms needs to be updated to provide quality training from various sources; and

WHEREAS, it's important to provide high quality and dependable training rooms for law enforcement; and

WHEREAS, the training rooms serve as a regional training spot for law enforcement agencies across the state; and

WHEREAS, the speakers, microphones, projectors, and presentation equipment should be updated to today's technology standards; and

WHEREAS, after evaluating several different options from various vendors Carousel Industries, who is also on cooperative contract, has been selected to configure, purchase, and install the technology in the Ingham County Sheriff's Office training rooms; and

WHEREAS, it is the recommendation of the Chief Information Officer and Ingham County Sheriff's Office that Carousel Industries be used to replace the outdated system.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the County to purchase the equipment, installation services, and configuration from Carousel Industries at a cost of \$38,804.52.

BE IT FURTHER RESOLVED, the total cost of \$38,804.52 will be paid from the Ingham County Sheriff's Office Booking Fees Fund; and

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

MEMORANDUM

TO: Finance and Liaison Committees

FROM: Timothy J. Dolehanty, Controller/Administrator

DATE: April 24, 2014

SUBJECT: Resolution Updating Various Fees for County Services

This resolution will authorize the adjustment of various fees for county services to be effective for the Health Department and the Friend of the Court on October 1, 2014, for the Park and Zoo winter seasonal fees on November 1, 2014, and for all other departments on January 1, 2015. These adjustments are based on an update of the “Cost of Services Analysis” completed by Maximus in 2002. In subsequent years, the cost has been determined by multiplying the previous year’s cost by a cost increase factor for each department. Utilizing this method again, the 2015 cost was calculated by multiplying the 2014 cost by the 2015 cost increase factor. Updated costs were then multiplied by the target percent of cost to be recovered by the fee for services as identified by the Board of Commissioners. Input was solicited from county departments and offices as part of the process of making these recommended adjustments. A full analysis of each fee was presented to all committees at the previous round of meetings.

If the fee adjustments are passed as proposed, additional annual revenue would total approximately \$196,000. Any additional revenue will be recognized in the 2015 Controller Recommended Budget.

As directed by the Board of Commissioners, the Controller’s Office has incorporated the update of county fees into the annual budget process. This will allow the county to annually and incrementally adjust fees based on changing costs, rather than to make large adjustments at one time.

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

Attachments

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION UPDATING VARIOUS FEES FOR COUNTY SERVICES

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

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

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

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

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

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

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

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

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

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

WHEREAS, the Board of Commissioners has reviewed the Controller’s recommendations including the target percentages, along with recommendations of the various county offices, departments, and staff.

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

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

Attachment A: FEES WHICH ARE ADJUSTED

County Services Committee

Location of Service	Fee Description	Target Percent	2014 Fee	2015 Fee
Clerk	Expedited Svc - copies of Vital Records	100.0%	\$20.00	\$25.00
Drain Comm.	Topography	100.0%	\$550.00	\$555.00
Drain Comm.	Preliminary Comm. Site Plan Review	75.0%	\$670.00	\$680.00
Drain Comm.	Preliminary Plat Review	75.0%	\$670.00	\$680.00
Drain Comm.	Plat and Commercial Drainage Review			
Drain Comm.	Plat and Commercial Drainage Review - First acre	100.0%	\$670.00	\$680.00
Drain Comm.	Additional acre	100.0%	\$75.00	\$76.00
Drain Comm.	Plat Drain Administration Fee	75.0%	\$2,300.00	\$2,400.00
Drain Comm.	Drain Crossing Permits, Review (Commercial)	100.0%	\$480.00	\$490.00
Drain Comm.	Drain Crossing Permit- (Residential)	100.0%	\$120.00	\$125.00
Drain Comm.	Tap-in Permit - Commercial	75.0%	\$390.00	\$400.00
Drain Comm.	Soil Erosion Permit - Commercial-12 mo. Duration - 1/2 acre or less	100.0%	\$580.00	\$590.00
Drain Comm.	Soil Erosion (12 mo.) - Commercial- each additional acre	100.0%	\$58.00	\$59.00
Drain Comm.	Soil Erosion Permit - Commercial -9 mo. Duration - 1/2 acre or less	100.0%	\$510.00	\$520.00
Drain Comm.	Soil Erosion (9 mo.) - Commercial- each add'l acre	100.0%	\$51.00	\$52.00
Drain Comm.	Escrow account-1/2 acre or less	100.0%	\$550.00	\$555.00
Drain Comm.	Escrow account - 1/2 to 1 acre	100.0%	\$1,650.00	\$1,675.00
Drain Comm.	Escrow account - 1 to 5 acres	100.0%	\$3,300.00	\$3,350.00
Drain Comm.	Escrow account - 5 to 10 acres	100.0%	\$5,500.00	\$5,590.00
Drain Comm.	Escrow account - each add'l 10 acres	100.0%	\$2,700.00	\$2,795.00
Drain Comm.	Soil Erosion Permit-Residential-12 mo.	100.0%	\$250.00	\$255.00
Drain Comm.	Soil Erosion Permit - 9 month duration	75.0%	\$240.00	\$245.00
Drain Comm.	Soil Erosion Permit - 6 month duration	75.0%	\$190.00	\$200.00
Drain Comm.	Commercial Minor Disturbance Soil Erosion - Permit/Review/Inspection	75.0%	\$300.00	\$310.00
Drain Comm.	Violation and Cease&Desist Order	100.0%	\$285.00	\$290.00
Equalization	Digitally Produced Paper Maps- Parcel Layer			
Equalization	22" x 34"	100.0%	\$24.00	\$25.00
Equalization	28" x 40"	100.0%	\$30.00	\$31.00
Equalization	Digitally Produced Paper Maps- Parcel layer w/2005 Digital Photo Layer			
Equalization	11" x 17"	100.0%	\$24.00	\$25.00
Equalization	22" x 34"	100.0%	\$49.00	\$50.00
Equalization	28" x 40"	100.0%	\$61.00	\$62.00
Equalization	34" x 44"	100.0%	\$74.00	\$75.00
Equalization	Custom Maps	100.0%	\$69.00	\$70.00
Zoo	Resident Annual	75.0%	\$30.00	\$31.00
Zoo	Non-Resident Annual	100.0%	\$40.00	\$41.00
Zoo	Admission Fees (group rate)			
Zoo	Resident Adult (April - October)	50.0%	\$4.00	\$6.00
Zoo	Non-Resident Adult (April - October)	100.0%	\$10.00	\$12.00
Zoo	Non-Resident Senior (April - October)	100.0%	\$8.00	\$10.00
Zoo	Children (age 3-12) (April - October)	25.0%	\$2.00	\$3.00
Zoo	All Adults(November-March): Res, Non-Res, or Senior	25.0%	\$2.00	\$3.00
Zoo	Children (age 3-12) (November - March)	25.0%	\$1.00	\$2.00

Location of Service	Fee Description	Target Percent	2014 Fee	2015 Fee
Zoo	Shelters - 300 Person Capacity			
Zoo	Potter Park - Tiger Den	100.0%	\$175.00	\$180.00
RoD	Register of Deeds			
RoD	Plat Administration Fee- This fee is being reduced is was being charge incorrectly and they charge \$20 per State	100.0%	\$100.00	\$20.00
Treasurer	NSF Checks	100.0%	\$30.00	\$31.00
Law and Courts Committee				
Location of Service	Fee Description	Target Percent	2014 Fee	2015 Fee
Animal Control	Enforcement/Dog License Fees			
Animal Control	Sterilized - Delinquent	25.0%	\$45.00	\$46.00
Animal Control	Sterilized - 3 year License	25.0%	\$33.00	\$34.00
Animal Control	Un-Sterilized	75.0%	\$65.00	\$70.00
Animal Control	Un-Sterilized - Delinquent	75.0%	\$135.00	\$140.00
Animal Control	Un-Sterilized - 3 year License	75.0%	\$150.00	\$155.00
Animal Control	Boarding Fee-Dangerous Animals	100.0%	\$70.00	\$75.00
Animal Control	Boarding Fee per day-others	75.0%	\$30.00	\$33.00
Animal Control	Adoption Fee			
Animal Control	Dogs(under six years of age)	75.0%	\$71.00	\$72.00
Animal Control	Cats(under six years of age)	75.0%	\$61.00	\$62.00
Animal Control	Cats(six years or older)	75.0%	\$24.00	\$25.00
Animal Control	Animal Redemption			
Animal Control	Animal Redemption - 1st offense	75.0%	\$30.00	\$31.00
Animal Control	Animal Redemption - 2nd offense	100.0%	\$49.00	\$50.00
Animal Control	Euthanasia Fee	100.0%	\$100.00	\$120.00
Animal Control	Owner Surrender	100.0%	\$40.00	\$44.00
Animal Control	Owner Pick-up Fee	100.0%	\$44.00	\$45.00
Animal Control	Rabies vaccination on redeemed dogs	100.0%	15.00	20.00
Animal Control	Bordatella Vaccination-redeemed dogs	100.0%	15.00	19.00
Animal Control	Spay/neuter deposit-Owners redeeming pet	100.0%	78.00	80.00
Pros Atty	Diversion - Initial Interview	50.0%	\$33.00	\$34.00
Pros Atty	Diversion - Service Fee			
Pros Atty	Diversion - Misdemeanor Offender	50.0%	\$440.00	\$445.00
Pros Atty	Diversion - Felony Offender	50.0%	\$780.00	\$795.00
Pros Atty	Costs for eligible convictions - Trial	10.0%	\$220.00	\$225.00
Jail	Day Rate	100.0%	\$52.81	\$53.66
Sheriff	Costs for Command per hour	100.0%	\$62.79	\$63.80
Sheriff	Costs for Deputy per hour	100.0%	\$55.00	\$57.22
Sheriff	False Alarm Fee- third offense	100.0%	\$40.00	\$42.00
Sheriff	False Alarm Fee-fourth offense & subsequent/each yr	100.0%	\$100.00	\$105.00

Human Services Committee				
Location of Service	Fee Description	Target Percent	2014 Fee	2015 Fee
Comm. Health	Conting Ed. Fee Diseased Control/Imm.	100.0%	\$14.00	\$15.00
Comm. Health	MIHP Tran. Bus/Van	100.0%	\$33.68	\$35.04
Comm. Health	MIHP - Trans Taxi	100.0%	\$30.80	\$32.04
Comm. Health	MIHP Trans. Volunteer	100.0%	\$0.33	\$0.35
Comm. Health	Compreh Envir Investigation	100.0%	\$275.00	\$290.00
Comm. Health	Assessment of Home	100.0%	\$120.00	\$125.00
Comm. Health	Immigration Physical Exams	100.0%	\$190.00	\$195.00
Imm. Clinic	Internat'l Travel Consult	100.0%	\$60.00	\$61.00
Med Examiner	Cremation Permits	100.0%	\$26.00	\$27.00
Med Examiner	Autopsy Report Copies (family)	100.0%	\$17.00	\$18.00
Med Examiner	Autopsy Report Copies (others)	100.0%	\$44.00	\$45.00
OYC	Consultation Request (per hr.)	100.0%	\$71.00	\$73.00
OYC	Agency Training Request- Base, 1.5 hr.	100.0%	\$210.00	\$212.00
OYC	Agency Training Request- Base, 2.5 hr.	100.0%	\$350.00	\$352.00
OYC	Agency Training Request- Base, 3.0 hr.	100.0%	\$430.00	\$432.00
OYC	Agency Training Request- Base, 5.0 hr.	100.0%	\$685.00	\$687.00
OYC	Agency Train. Request- Base, 1.5 hr, each add.	100.0%	\$14.00	\$16.00
OYC	Agency Train. Request- Base, 2.5 hr, each add.	100.0%	\$21.00	\$23.00
OYC	OYC-Advertised Train.- 1-2 hr./per person (min. 15 attending)	100.0%	\$25.00	\$27.00
OYC	OYC-Advertised Train.- 2.5-4.5 hr./per person (min. 15 attending)	100.0%	\$33.00	\$35.00
OYC	OYC-Advertised Train.- 5-7 hrs./per person (min. 15 attending).	100.0%	\$68.00	\$70.00
OYC	OYC - Advanced Training - 10 hrs./per person	100.0%	\$108.00	\$110.00
OYC	OYC - Administrator Training - 16 hrs./per person	100.0%	\$136.00	\$138.00
Env. Health	FIXED FOOD SERVICE ESTAB-PROFIT			
Env. Health	FSE Initial License incl.2 hrs Plan Rev	50.0%	\$1,320.00	\$1,350.00
Env. Health	FSE Restricted License Renewal (w/o PR)	50.0%	\$660.00	\$675.00
Env. Health	FSE Initial License (Mobile)	50.0%	\$470.00	\$490.00
Env. Health	MOBILE UNIT RENEWAL LICENSE (4 hours)	50.0%	\$235.00	\$240.00
Env. Health	FSE Renewal Lic -At least \$750,000	50.0%	\$1,100.00	\$1,150.00
Env. Health	FSE Renewal Lic-At least \$500,000,less than \$750,000	50.0%	\$900.00	\$925.00
Env. Health	FSE Renewal Lic-At least \$250,000,less than \$500,000	50.0%	\$700.00	\$725.00
Env. Health	FSE Renewal Lic-Less than \$250,000	50.0%	\$500.00	\$520.00
Env. Health	FSE Non-profit License Renewal	25.0%	\$250.00	\$260.00
Env. Health	Fixed Food Svc Estab Nonprofit - INITIAL License incl. 2 hr plan rev	25.0%	\$675.00	\$700.00
Env. Health	Surcharge-Fail submit plans/chg own	100.0%	\$600.00	\$610.00
Env. Health	Special food svc estab surchrg 2nd step of formal hearing	100.0%	\$510.00	\$525.00
Env. Health	Special food svc estab surchrg 3rd step of formal hearing	100.0%	\$1,020.00	\$1,050.00
Env. Health	Seasonal Renewal License, FSE			
Env. Health	FSE Seasonal Renewal -Gross sales exc. \$750,000	50.0%	\$660.00	\$690.00
Env. Health	FSE Seasnl renewal- at least \$500,000,less \$750,000	50.0%	\$540.00	\$560.00
Env. Health	FSE Seasnl Renewal -at least \$250,000,less \$500,000	50.0%	\$420.00	\$430.00

Location of Service	Fee Description	Target Percent	2014 Fee	2015 Fee
Env. Health	FSE Seasonal renewal -less than \$250,000	50.0%	\$300.00	\$310.00
Env. Health	FSE - DOE Schools Program - Satellite Kitchen	50.0%	\$340.00	\$350.00
Env. Health	Change of Ownership of FSE	50.0%	\$395.00	\$405.00
Env. Health	Initl Lic Fee Exmpt(plan rew only) Govt	50.0%	\$230.00	\$235.00
Env. Health	Food Variance Request Fee (Based on BEH Hourly Rate, Estimated Time to Deliver Service - One Hour	100.0%	\$115.00	\$120.00
Env. Health	STFU (Special Transitory Food Unit)			
Env. Health	Initial STFU license Incl. Plan Review	50.0%	\$350.00	\$375.00
Env. Health	STFU late inspection request	100.0%	\$160.00	\$165.00
Env. Health	TEMPORARY LICENSE			
Env. Health	Temp FSE - Non-Profit	25.0%	\$115.00	\$120.00
Env. Health	Temp Nonprf FSE-Ops Beg Bef Licg (double)	25.0%	\$230.00	\$235.00
Env. Health	Temp FSE- Preparation Type - For Profit	50.0%	\$230.00	\$240.00
Env. Health	Temp FSE-Ops Began Before Licg (double)	50.0%	\$460.00	\$480.00
Env. Health	Temp FSE-each add'l lic.after 2 at 1 loc	50.0%	\$75.00	\$78.00
Env. Health	Temp Event Inspection Request - Late Fee	100.0%	\$460.00	\$480.00
Env. Health	VENDING			
Env. Health	Vending:1-3 Licensable Mach. in Same Loc.	50.0%	\$85.00	\$86.00
Env. Health	Vending: 4-6 Licensable Mach. in Same Loc.	50.0%	\$110.00	\$115.00
Env. Health	Surcharge-Failure to apply for vending license- Fee	100.0%	\$195.00	\$200.00
Env. Health	POOL			
Env. Health	Public Pool Inspection	100.0%	\$235.00	\$240.00
Env. Health	Each add'l pool at same location	100.0%	\$115.00	\$120.00
Env. Health	Pool Reinspection (after violation)	100.0%	\$115.00	\$120.00
Env. Health	DHS LICENSING			
Env. Health	DHS Licensing Inspection - well & septic	100.0%	\$360.00	\$365.00
Env. Health	DHS Licensing - well & septic only	100.0%	\$140.00	\$145.00
Env. Health	DHS Licensing re-inspection fee hourly rate	100.0%	\$115.00	\$120.00
Env. Health	DHS Initial Licensing Plan Review	100.0%	\$410.00	\$420.00
Env. Health	BODY ART (TATTOO)			
Env. Health	Body Art Business Initial License	50.0%	\$600.00	\$700.00
Env. Health	Body Art License Renewal	50.0%	\$225.00	\$250.00
Env. Health	Body Art Lic-late renewal-additional	50.0%	\$140.00	\$145.00
Env. Health	Body Art w/o initial license/reinstatement of revoked	50.0%	\$590.00	\$600.00
Env. Health	Body Art non-compliant with inspection -hourly rate	50.0%	\$115.00	\$120.00
Env. Health	Reinstmt of Susp Body Art License (fine)	100.0%	\$220.00	\$225.00
Env. Health	Body Art Initial License after July 1	100.0%	\$300.00	\$305.00
Env. Health	Plan Review Fee for Body Art (BEH Hourly Rate, Minimum Time to Deliver Service = Two Hours)	100.0%	\$115.00	\$120.00
Env. Health	DEMAND PROGRAM (per hour)			
Env. Health	Sewage Inspection (Only)	100.0%	\$825.00	\$850.00
Env. Health	Well (Only) Inspection -private	100.0%	\$600.00	\$615.00
Env. Health	Combined Well & Septic Inspection	100.0%	\$1,150.00	\$1,175.00
Env. Health	Vacant Land Evaluation	100.0%	\$580.00	\$590.00

Location of Service	Fee Description	Target Percent	2014 Fee	2015 Fee
Env. Health	On-Site Sewage repair/replace	100.0%	\$825.00	\$850.00
Env. Health	Well Repair	100.0%	\$325.00	\$350.00
Env. Health	Altern On-site Sewage Syst Plan Rew	100.0%	\$440.00	\$450.00
Env. Health	Subdivision Evaluation of Preliminary Plat	100.0%	\$370.00	\$380.00
Env. Health	Munic Requ Eval. of Well/Septic-(hourly rate - min. 2 hours for service)	100.0%	\$115.00	\$120.00
Env. Health	Septic or Well ownershp trsfr,not installed at time of transfer	100.0%	\$195.00	\$200.00
Env. Health	Irrigation Well/Non-potable well - commercial	100.0%	\$345.00	\$350.00
Env. Health	Combined Well & Septic Repair	100.0%	\$950.00	\$1,000.00
Env. Health	Septic Installers Certification (2 hr chrg)	100.0%	\$115.00	\$120.00
Env. Health	BATHING BEACHES			
Env. Health	Bathing Area Operational Permit	100.0%	\$235.00	\$240.00
Env. Health	Reinstmt of bathing area permit	100.0%	\$115.00	\$120.00
Env. Health	Sanitary Surv for Prop. Bathg Beach	100.0%	\$470.00	\$480.00
Env. Health	CAMPGROUNDS			
Env. Health	Temporary Campground Inspections -New State Required Fee		\$0.00	\$240.00
Env. Health	MISC EH PROGRAMS			
Env. Health	Collection of water samples for Type II Non-Community Water Sampling per hr	100.0%	\$115.00	\$120.00
Env. Health	Type II Non Community - Sanitary Survey (non - transient) Fee is new because it is split between non -transient and transient (used to be only one fee under Sanitary Survey)		\$0.00	\$650.00
Env. Health	Type II Non Community - Sanitary Survey (Transient) Fee is new because it is split between non -transient and transient (last year it was only one fee under Sanitary Survey)		\$0.00	\$420.00
Env. Health	POINT OF SALE PROGRAM			
Env. Health	Point of Sale- appl processing fee	100.0%	\$205.00	\$210.00
Env. Health	Point of Sale- on site evaluation well & waste treatment system by ICHD	100.0%	\$405.00	\$415.00
Env. Health	Waste Treatment Inspection by ICHD (excludes pumping fees)	100.0%	\$240.00	\$245.00
Env. Health	Well Inspection by ICHD (includes water samples for bacteria and partial chemicals)	100.0%	\$170.00	\$175.00
Env. Health	Point of Sale- Extension Evaluations -hourly rate - 2 hours minimum for svc	100.0%	\$115.00	\$120.00
Env. Health	Point of Sale- Annl Inspector renwl fee	100.0%	\$135.00	\$140.00
Env. Health	TOBACCO PROGRAM			
Env. Health	License- Tobacco Sales- 1yr.- Retailer-East Lansing	100.0%	\$285.00	\$290.00
Env. Health	License- Tobacco Sales- 1yr.- Retailer- Non-East Lansing	100.0%	\$330.00	\$335.00
Env. Health	License- Tobacco Sales- 1yr.- Vend. Mach.	100.0%	\$330.00	\$335.00
Env. Health	License- Tobacco Sales- 1yr.- Retailer-East Lansing - Late Fee	150.0%	\$450.00	\$480.00
Env. Health	License- Tobacco Sales- 1yr.- Retailer- Non-East Lansing - Late Fee	150.0%	\$525.00	\$550.00

Location of Service	Fee Description	Target Percent	2014 Fee	2015 Fee
Env. Health	Tobacco Failure to change ownership	100.0%	\$185.00	\$190.00
Env. Health	POLLUTION PREVENTION PROGRAM			
Env. Health	Cat 2: 501-5000 Gal report fee	50.0%	\$140.00	\$145.00
Env. Health	Cat 3: 5001 Gal report fee	50.0%	\$210.00	\$220.00
Env. Health	Cat 1: 0-500 Gal Inspection fee	50.0%	\$140.00	\$145.00
Env. Health	Cat 2: 501-5000 Gal Inspection fee	50.0%	\$230.00	\$235.00
Env. Health	Cat 3: 5001 plus Gal Inspection fee	50.0%	\$340.00	\$350.00
Env. Health	Hourly Rate Over Standard Service	100.0%	\$115.00	\$120.00
Env. Health	P2 On-Site Consultation (per hour)	100.0%	\$115.00	\$120.00
Env. Health	P2 Plan Review - hourly rate - 2 hour min.	100.0%	\$115.00	\$120.00

ATTACHMENT B: FEES FOR WHICH AN ADJUSTMENT IS RECOMMENDED

Law and Courts Committee

Location of Service	Fee Description	Target Percent	2014 Fee	2015 Fee
Circuit Court	Felony Case Costs	100.0%	\$635.00	\$650.00
Circuit Court	Show Cause - Probation	100.0%	\$130.00	\$150.00
Family Division	Delinquency Court Costs	100.0%	\$230.00	\$250.00
Family Division	Traffic - Fail to Appear	25.0%	\$25.00	\$26.00
FOC	FOC Bench Warrants	100.0%	\$260.00	\$275.00