

CHAIRPERSON
KARA HOPE

VICE-CHAIRPERSON
SARAH ANTHONY

VICE-CHAIRPERSON PRO-TEM
RANDY MAIVILLE

LAW AND COURTS COMMITTEE
BRYAN CRENSHAW, CHAIR
VICTOR CELENTINO
PENELOPE TSERNOGLOU
SARAH ANTHONY
TERI BANAS
RANDY SCHAFFER
RANDY MAIVILLE

INGHAM COUNTY BOARD OF COMMISSIONERS

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THE LAW AND COURTS COMMITTEE WILL MEET ON THURSDAY, APRIL 14, 2016
AT 6:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D & E), HUMAN SERVICES
BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order

Approval of the [March 31, 2016 Minutes](#)

Additions to the Agenda

Limited Public Comment

1. Board of Commissioner's Office – Jury Board Interview
2. Animal Control
 - a. Resolution to Accept the Bissell Pet Foundation Super Saturday [Free Adoption Grant](#)
 - b. [First Quarter Report](#)
3. Sheriff's Office
 - a. Resolution Authorizing the Ingham County Sheriff's Office to Contract with the [Delhi Fire Department](#) for the Use of Ingham County Paramedic Equipment
 - b. Resolution Authorizing the Ingham County Sheriff's Office to Contract with the [Ingham Regional Special Response Team](#) for the Use of Ingham County Paramedic Equipment
4. Controller's Office
 - a. Resolution Submitting to a Vote of the Electorate a Special Millage for Continuing Comprehensive Emergency Telephone Services ([9-1-1 Services](#))
 - b. Resolution to Submit to the Electorate a [Juvenile Millage](#) Renewal Question
 - c. Resolution to Submit to the Electorate a Special Millage Question for Animal Control [Shelter Replacement](#) (Three Options)
 - d. Resolution Establishing [Priorities](#) to Guide the Development of the 2017 Budget and Activities of County Staff
 - e. Discussion Item: Updating [Various Fees](#) for County Services

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
March 31, 2016
Draft Minutes

Members Present: Crenshaw, Anthony (Departed at 7:20 p.m.), Banas, Maiville, and Tsernoglou

Members Absent: Celentino and Schafer

Others Present: Sheriff Gene Wriggelsworth, John Neilsen, John Dinon, Greg Harless, Sam Davis, Rick Terrill, and Henry Rojas.

The meeting was called to order by Chairperson Crenshaw 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 March 10, 2016 Minutes

MOVED BY COMM. ANTHONY, SUPPORTED BY COMM. MAIVILLE, TO APPROVE THE MINUTES OF THE MARCH 10, 2016 LAW & COURTS COMMITTEE MEETING.

The minutes were amended as follows:

Ms. Winslow answered that if the **Raise the Age** legislation passed, she would not know how the facility would handle it.

THE MOTION, AS AMENDED, CARRIED UNANIMOUSLY. Absent: Commissioners Celentino and Schafer.

Additions to the Agenda

Late –

2. Sheriff's Office
 - d. Resolution to Approve a Letter of Understanding Modifying the Recognition of Seniority

Limited Public Comment

None.

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

1. Animal Control
 - a. Resolution to Cancel the "On Call" Letter of Understanding with the United Auto Workers

- b. Resolution to Adopt the “On Call” Letter of Understanding with Capital City Labor Program
2. Sheriff’s Office
- a. Resolution Authorizing Participation with the Meridian Township Police Department Highway Safety Grant
 - b. Resolution Authorizing Participation with the Meridian Township Police Department Youth Alcohol Enforcement Grant
3. Controller’s Office
- a. First Quarter 2016 Budget Adjustments and Contingency Fund Update
 - b. Resolution Authorizing Adjustments to the 2016 Ingham County Budget

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Celentino and Schafer.

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioners Celentino and Schafer.

1. Animal Control
- c. Resolution to Create Two Lead Worker Positions

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. TSERNOGLOU, TO APPROVE THE RESOLUTION TO CREATE TWO LEAD WORKER POSITIONS.

There was a discussion regarding future budgeting for the positions and how they would be filled.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Celentino and Schafer.

2. Sheriff’s Office
- d. Resolution to Approve a Letter of Understanding Modifying the Recognition of Seniority

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. ANTHONY, TO APPROVE THE RESOLUTION TO APPROVE A LETTER OF UNDERSTANDING MODIFYING THE RECOGNITION OF SENIORITY.

Mr. Neilsen addressed the committee regarding the letter of understanding modifying the recognition of seniority.

Commissioner Anthony asked if the language concerning the hiring of employees through a state or federal grant was standard.

Mr. Neilsen answered that he believed so.

Greg Harless, Chief Deputy Sheriff, answered that it was added from 1980’s contract language and that it was suggested to be added in just in case grant money was obtained.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioners Celentino and Schafer.

2. Sheriff's Office

c. Presentation: Overview of the Ingham County Jail Operations

Rick Terrill, Facilities Director, presented an overview of the Ingham County Jail operations.

Commissioner Anthony asked if there were estimates for pipe repairs and the electrical system.

Mr. Terrill answered no, but that the cost for the piping would be more than a million dollars.

Commissioner Anthony asked for a rough estimate of the electrical system repair.

Mr. Terrill answered that it would be more than a quarter million as a rough estimate.

Sheriff Gene Wriggelsworth stated that secretaries at the jail could not use space heaters during the winter because the electrical system could not support it.

Mr. Neilsen relayed an incident of the heat going out at the jail during a particularly bad winter.

Commissioner Tsernoglou asked if the presentation would include the status of the new jail.

Sheriff Wriggelsworth answered that it would.

Mr. Neilsen asked Mr. Terrill to summarize the critical needs of the County in terms of facilities.

Mr. Terrill answered that the priorities were: the jail complex, the 55th District Court, and Animal Control. He stated that the jail was by far at the top of the list.

Mr. Neilsen indicated that plans to take care of all the priorities Mr. Terrill listed stretched back several years.

Commissioner Banas asked when the jail study would be presented.

Mr. Neilsen answered that he was trying to schedule the presentation for some time in April. He stated that the City of Lansing would be invited to the presentation as well.

Chairperson Crenshaw asked that the presentation be deferred until May as he would not be present at the April 28 meeting.

Mr. Neilsen stated that there would be backup dates.

Commissioner Banas stated that she was struck by how critical the needs seemed. She asked at what point the urgency of the state of the jail was communicated to the Board.

Sheriff Wriggelsworth answered that when he first brought it up 3 years ago he knew it was not something that would take off immediately.

Mr. Terrill stated that as major issues came up at the jail, they prioritized issues, so improvements had been made over the past several years. He stated the repairs presented could be postponed if there was specific direction as to how the Board wanted to handle the decreasing state of the jail.

Mr. Harless stated that the Board was extremely responsive when the issue was first brought up. He relayed an account of how responsive the Board was when the heat at the jail failed.

There was a discussion regarding the completion of the jail study and the intent of possible new jail locations.

Mr. Neilsen stated that District Court and the City of Lansing interests' were added later onto the Sheriff's Office request.

Sheriff Wriggelsworth presented an overview of the Ingham County Jail operations.

Chairperson Crenshaw asked how the kitchen from the current jail would be maintained.

Sheriff Wriggelsworth answered that it would be attached to the building.

Mr. Neilsen stated that building a jail around the kitchen would save about \$4 million.

Mr. Harless addressed the committee regarding video arraignment.

Commissioner Anthony thanked the Sheriff's office for the presentation. She asked how a new jail would affect staffing levels.

Sheriff Wriggelsworth answered that a new facility would save money as it would be designed to have less staff and the beds would not be rented from the State.

Commissioner Banas asked how long the new jail would be expected to be used.

Sheriff Wriggelsworth answered that it would last somewhere around 40 years.

Commissioner Banas asked if the current jail was below safety standards for prison inmates.

Sheriff Wriggelsworth answered yes.

Sam Davis, Corrections Major, answered that video visitation was added as a safety feature to cut down on inmate transport.

Mr. Harless stated that a significant amount of money would be saved by having the 55th District Court in the same building as the Sheriff's office.

Mr. Neilsen stated that older cell blocks had no air conditioning and that the airflow was not good.

Mr. Terrill stated that indoor air quality would be another advantage of a new jail.

Commissioner Anthony asked what the next steps were for a new jail and if it would go through the budgeting process.

Mr. Neilsen answered that the plan would be to present a financing plan. He stated that two components of the plan were: reduced staffing costs and budgeting from the general fund. He further stated that paying for operational costs for Animal Control with millage dollars could reduce the amount of money coming from the general fund.

Commissioner Anthony asked if it would be possible to see some sort of action by the end of the year.

Mr. Neilsen answered that conversations about Requests for Proposals (RFP) could be done in August if the voters approved the Animal Control millage with operational costs added in. He stated that it was an ideal plan and was contingent on the voter's approval.

Commissioner Maiville stated that the key points were: how much money to put into the current jail and what options for repairs could be made in the interim.

Mr. Terrill answered that there were things that could be done to defer upgrades if the plans for a new jail went through.

Commissioner Tsernoglou asked if the Hobbs and Black study of the animal shelter included operational costs.

Mr. Neilsen answered that the new Animal Control shelter would be substantially bigger. He stated that in some respects it would be more expensive because it was bigger, but in other respects it would cost less because it would be more efficient.

Mr. Dinon answered that the new facility would be operated with one or two more positions but with the same staff. He stated that it was difficult to tell how much money the efficiencies would save, but the increase in scale of the facility would provide an opportunity to provide a much higher level of service to citizens.

Commissioners Tsernoglou stated that if the millage was going to include operational costs, it should be pointed out to voters that they would be receiving a higher level of service. She further stated that she did not support keeping Animal Control in Mason.

Mr. Dinon stated that he was a proponent for keeping Animal Control in Mason. He further stated that the proximity to the Sheriff's Office provided a sense of security and that it was more efficient to have maintenance staff on a central campus. He further stated that an Animal Control

shelter in Lansing would require a full-time maintenance person and that the City of Lansing was not offering any free land for the animal shelter.

Announcements

Commissioner Anthony departed at 7:20 p.m.

Mr. Neilsen asked if it was the intent of the Board to have the Potter Park Zoo millage on the August or November ballot.

Chairperson Crenshaw stated that from his recollection, it was going to go on the November ballot so as not to overload the August ballot.

Chairperson Crenshaw announced that Judge Allen would be having a sobriety court graduation Tuesday April 5, 2016 at 3:00 p.m.

Public Comment

None.

Adjournment

The meeting was adjourned at 7:22 p.m.

APRIL 14, 2016 LAW & COURTS AGENDA STAFF REVIEW SUMMARY

RESOLUTION ACTION ITEMS AND PRESENTATIONS:

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

1. Law & Courts Committee – *Jury Board Interview*

This is a joint appointment by the BOC and the Circuit Court.

- 2a. Animal Control - *Request to Accept the BISSELL Pet Foundation Super Saturday Free Adoption Grant*

This resolution authorizes acceptance of a grant to reimburse ICAC for no fee adoptions to be completed by May 7, 2016 as part of the BISSELL Pet Foundations Super Saturday Free Adoption event. ICAC will make animals available to qualifying adopters for free. ICAC will use their regular adoption application, screening process and adoption agreement for adoptions as part of this event. The grant will facilitate an increase in adoptions and marketing of the event will help raise the profile of ICAC's adoption program in the community. The amount of the grant will be determined by the number, species and ages of the animals adopted on May 7, but is anticipated to be between \$2,000 and \$4,000. There is no match requirement. (see attached material for details)

- 2b. Animal Control -*First Quarter Report*

Directors Report - Information Item

- 3a. Sheriff's Office - *Resolution Authorizing the Ingham County Sheriff's Office to Contract with the Delhi Fire Department for the Use of Ingham County Paramedic Equipment*

This resolution authorizes an agreement with the Delhi Fire Department, for the use and disposal of surplus Ingham County paramedic supplies and equipment for the benefit of the citizens of Ingham County and the greater Lansing area. Ingham County ended their formal Paramedic program in 2008 and has surplus equipment and supplies available to share with other Ingham County Public Safety Agencies. (see attached material for details)

- 3b. Sheriff's Office - *Resolution Authorizing the Ingham County Sheriff's Office to Contract with the Ingham Regional Special Response Team for the Use of Ingham County Paramedic Equipment*

This resolution authorizes an agreement with the Ingham Regional Special Response Team, for the use and disposal of surplus Ingham County paramedic supplies and equipment for the benefit of the citizens of Ingham County and the greater Lansing area. Ingham County ended their formal Paramedic program in 2008 and has surplus equipment and supplies available to share with other Ingham County Public Safety Agencies. (see attached material for details)

4a. Controller's Office - Resolution Submitting to a Vote of the Electorate a Special Millage for Continuing Comprehensive Emergency Telephone Services (911 Services)

This resolution authorizes the placement of this 911 Services Special Millage renewal ballot language on the August 2, 2016 Primary Election. This is the main source of funds for operating the Ingham County 9-1-1 Central Dispatch Center and System. The millage would renew at 0.8500 mills, \$0.85 per \$1,000 of taxable value, for a period of four (4) years (2016-2019). This long term millage was first approved in 1996. The first year of the millage would generate approximately \$5,803,020. (see attached material for details)

4b. Controller's Office - Resolution to Submit to the Electorate a Juvenile Millage Renewal Question

This resolution authorizes the placement of this Juvenile Justice Millage (JJM) Special Millage renewal ballot language on the August 2, 2016 Primary Election. This is the one of the main source of funds for operating the Ingham County Juvenile Justice System. The millage would renew at 0.60 of one mill, \$ 0.60 per thousand dollars of state taxable valuation for a period of five years (2017-2021). This long term millage was first approved in 2002. The first year of the millage would generate approximately \$5,803,020. (see attached material for details)

4c. Controller's Office - Resolution to Submit to the Electorate a Special Millage Question for Animal Control Shelter Replacement (Three Options)

These three proposed resolutions will give you some options to consider for a ballot proposal for a new special millage to be placed on the August 2, 2016 Primary election. All three are for 10 years and fund the base costs of constructing, equipping, and financing a new Animal Control Shelter Facility at an estimated cost of \$6.2 million. The second option includes having the new millage cover not only the Shelter Replacement costs, but also the current net operational costs of the Ingham County Animal Control Department. The third option includes having the new millage cover not only the Shelter Replacement costs, and the current net operational costs, it also covers enhanced Animal Control Services which will be detailed by priority with some options for improved and expanded service for both the Animal Control Shelter Facility and for Animal Control Officer Law Enforcement and Animal Welfare operations. (see attached material for details)

4d. Controller's Office - Resolution Establishing Priorities to Guide the Development of the 2017 Budget and Activities of County Staff

Per the direction given at the March 28 Board Leadership meeting, this resolution establishes priorities to guide the development of the 2017 budget and activities of county staff. The resolution is based on staff notes from the Board's strategic planning workshop that was facilitated by Management Partners on March 24, 2016.

4e. Controller's Office - Discussion Item: Updating Various Fees for County Services

This is a discussion item only for this round of meetings. The Controller's Office annually prepares for BOC review details about proposed fee adjustments for the upcoming budget process. This year's review has been completed and some adjustments are being presented to the Board of Commissioners for their future consideration. This information is being presented at the current round of committee meetings as a discussion item for input from the BOC. A resolution recommending any fee increases will be presented at the next round of meetings for adoption. A draft version for discussion is included in this packet. (see attached memo for details)

Agenda Item 2a

TO: Finance and Law & Courts Committees

FROM: John Dinon, Director Ingham County Animal Control

DATE: 31 March 2016

CC: John Neilsen, Chief Deputy Controller

RE: Request to Accept the BISSELL Pet Foundation Super Saturday Free Adoption Grant

The Ingham County Animal Control Department (ICAC) has applied for and been awarded a grant to reimburse ICAC for no fee adoptions finalized on May 7, 2016 as part of the BISSELL Pet Foundations Super Saturday Free Adoption event. ICAC will make animals available to qualifying adopters for free and the Foundation will reimburse ICAC at the following rates:

- \$58/senior dog (6 years and older)
- \$102/dog (6 months to 6 years)
- \$135/puppy (under 6 months)
- \$45/senior cat (6 years and older)
- \$70/cat or kitten (under 6 years)

ICAC will use our regular adoption application, screening process and adoption agreement for adoptions done as part of this event. The grant will facilitate an increase in adoptions and marketing of the event will help raise the profile of ICAC's adoption program in the community.

The amount of the grant will be determined by the number, species and ages of the animals adopted on May 7, but is anticipated not to exceed \$4,000. There is no match requirement.

I thank you for your consideration regarding this matter.

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ACCEPT THE BISSELL PET FOUNDATION
SUPER SATURDAY FREE ADOPTION GRANT**

WHEREAS, the Ingham County Animal Control has applied for and has been approved to receive a grant from the BISSELL Pet Foundation; and

WHEREAS, the purpose of this grant is to reimburse Ingham County Animal Control for no fee animal adoptions finalized on May 7, 2016; and

WHEREAS, the award amount of this grant is dependent on the number of animals adopted on May 7, but is anticipated to not exceed \$4,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves acceptance of the grant from the BISSELL Pet Foundation for an amount to be determined by the number of adoptions finalized on May 7, 2016, but not to exceed \$4,000 with no match requirement.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Controller/Administrator to make the necessary budget adjustments to the Ingham County Animal Control budget.

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

**Ingham County Animal Control
Quarterly report
January - March, 2016**

ICAC hosted 3 great special events this quarter.

- The 2nd annual Dog Easter Egg Hunt was held at Hawk Island Park on March 26; over 100 dogs participated and the event raised over \$1,200 for the Animal Shelter Fund.
- This year we changed the format of our Humanitarian Awards fundraiser. The awards were given out at a volunteer appreciation event attended by 85 volunteers and staff on April 3. The fundraiser component of the event was changed to the Save a Life Soiree.
- The Save a Life Soiree was held at the Kellogg Center on March 17. Over 170 people attended and the event raised over \$13,000 for the animal care fund and Animal Shelter Fund.
- We are working on plans for the Woofers Walk (May 17), Adopt a Fest at Potter Park Zoo (June 3-4) and some smaller events.

We provided free rabies vaccines and low cost other vaccines to 127 dogs at our February and March Neighborhood Licensing Programs at the Outreach Center. The OC is now also offering monthly dog care and training classes.

ICAC is at full staff! Animal Care Specialist, Ashley Anderson; Clerk/Dispatcher Trissa McClinchey and Animal Control Officer Ryan Boyer started this quarter. All are doing very well.

Night animal drop off for law enforcement was moved with the help of the County Facilities Department. The new drop off kennels are in a well sheltered area and under roof and have heated dog houses and water bowls to provide a more comfortable and safe environment for dogs dropped off in cold weather.

First Quarter Animal Inventory is attached. The shelter population has been fairly low; live release has been strong; 79.2% of animals leaving the shelter have been adopted, transferred or returned to their owners. There was no euthanasia of adoptable animals during this quarter.

Ingham County Animal Control
2016 Animal Inventory

| | January | | February | | March | | YTD Total | | 2015 TOTAL | |
|------------------------------|-----------|-------------|------------|-------------|-----------|-------------|------------|-------------|-------------|-------------|
| | Number | % | Number | % | Number | % | Number | % | Number | % |
| Dogs | | | | | | | | | | |
| Dogs in: | | | | | | | | | | |
| stray | 56 | 69.1 | 50 | 43.5 | 54 | 54.5 | 160 | 54.2 | 899 | 64.8 |
| owner surrender | 9 | 11.1 | 9 | 7.8 | 15 | 15.2 | 33 | 11.2 | 225 | 16.2 |
| sieze/impound | 11 | 13.6 | 31 | 27.0 | 22 | 22.2 | 64 | 21.7 | 176 | 12.7 |
| DOA | 2 | 2.5 | 6 | 5.2 | 4 | 4.0 | 12 | 4.1 | | |
| other | 3 | 3.7 | 19 | 16.5 | 4 | 4.0 | 26 | 8.8 | 87 | 6.3 |
| Total in | 81 | | 115 | | 99 | | 295 | | 1387 | |
| Dogs out: | | | | | | | | | | |
| Live release total | 62 | 75.6 | 72 | 82.8 | 71 | 78.9 | 205 | 79.2 | 960 | 70.8 |
| adopted | 29 | 35.4 | 28 | 32.2 | 34 | 37.8 | 91 | 35.1 | 424 | 31.3 |
| return to owner | 28 | 34.1 | 26 | 29.9 | 34 | 37.8 | 88 | 34.0 | 432 | 31.9 |
| transfers | 5 | 6.1 | 18 | 20.7 | 3 | 3.3 | 26 | 10.0 | 104 | 7.7 |
| Euthanized/died total | 20 | 24.4 | 15 | 17.2 | 19 | 21.1 | 54 | 20.8 | 395 | 29.2 |
| medical | 3 | 3.7 | 3 | 3.4 | 1 | 1.1 | 7 | 2.7 | 39 | 2.9 |
| behavior | 13 | 15.9 | 6 | 6.9 | 15 | 16.7 | 34 | 13.1 | 314 | 23.2 |
| space | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0 |
| died in facility | 0 | 0.0 | 1 | 1.1 | 0 | 0.0 | 1 | 0.4 | | |
| owner requested | 4 | 4.9 | 5 | 5.7 | 3 | 3.3 | 12 | 4.6 | 42 | 3.1 |
| Total out | 82 | | 87 | | 90 | | 259 | | 1355 | |
| Cats | | | | | | | | | | |
| Cats in: | | | | | | | | | | |
| stray | 27 | 42.2 | 24 | 28.9 | 31 | 42.5 | 82 | 37.3 | 732 | 48 |
| owner surrender | 25 | 39.1 | 37 | 44.6 | 34 | 46.6 | 96 | 43.6 | 528 | 34.6 |
| sieze/impound | 1 | 1.6 | 2 | 2.4 | 0 | 0.0 | 3 | 1.4 | 117 | 7.7 |
| DOA | 10 | 15.6 | 13 | 15.7 | 6 | 8.2 | 29 | 13.2 | | |
| other | 1 | 1.6 | 7 | 8.4 | 2 | 2.7 | 10 | 4.5 | 148 | 9.7 |
| Total in | 64 | | 83 | | 73 | | 220 | | 1525 | |
| Cats out: | | | | | | | | | | |
| Live release total | 59 | 79.7 | 43 | 81.1 | 51 | 82.3 | 153 | 81.0 | 1029 | 72 |
| adopted | 46 | 62.2 | 42 | 79.2 | 46 | 74.2 | 134 | 70.9 | 893 | 62.4 |
| return to owner | 2 | 2.7 | 1 | 1.9 | 3 | 4.8 | 6 | 3.2 | 49 | 3.4 |
| transfers | 11 | 14.9 | 0 | 0.0 | 2 | 3.2 | 13 | 6.9 | 87 | 6 |
| Euthanized/died total | 15 | 20.3 | 10 | 18.9 | 11 | 17.7 | 36 | 19.0 | 401 | 28 |
| medical | 6 | 8.1 | 2 | 3.8 | 2 | 3.2 | 10 | 5.3 | 246 | 17.2 |
| behavior | 5 | 6.8 | 4 | 7.5 | 9 | 14.5 | 18 | 9.5 | 148 | 10.3 |
| space | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0 |
| died in facility | 0 | 0.0 | 1 | 1.9 | 0 | 0.0 | 1 | 0.5 | | |
| owner requested | 4 | 5.4 | 3 | 5.7 | 0 | 0.0 | 7 | 3.7 | 7 | 0.5 |
| Total out | 74 | | 53 | | 62 | | 189 | | 1430 | |

Ingham County Animal Control
2016 Animal Inventory

| | January | | February | | March | | YTD Total | | 2015 TOTAL | |
|------------------------------|------------|-------------|------------|--------------|------------|--------------|------------|-------------|-------------|-------------|
| | Number | % | Number | % | Number | % | Number | % | Number | % |
| Other Animals | | | | | | | | | | |
| Other animals in: | | | | | | | | | | |
| stray | 0 | 0.0 | 0 | 0.0 | 6 | 100.0 | 6 | 42.9 | 34 | 61.8 |
| owner surrender | 0 | 0.0 | 2 | 50.0 | 0 | 0.0 | 2 | 14.3 | 12 | 21.8 |
| sieze/impound | 1 | 25.0 | 2 | 50.0 | 0 | 0.0 | 3 | 21.4 | 5 | 9.1 |
| DOA | 3 | 75.0 | 0 | 0.0 | 0 | 0.0 | 3 | 21.4 | | |
| other | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 4 | 7.3 |
| Total in | 4 | | 4 | | 6 | | 14 | | 55 | |
| Other animals out: | | | | | | | | | | |
| Live release total | 5 | 83.3 | 1 | 100.0 | 3 | 100.0 | 9 | 90.0 | 49 | 86 |
| adopted | 4 | 66.7 | 1 | 100.0 | 3 | 100.0 | 8 | 80.0 | 40 | 70.1 |
| return to owner | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 5 | 8.8 |
| transfers | 1 | 16.7 | 0 | 0.0 | 0 | 0.0 | 1 | 10.0 | 4 | 7 |
| Euthanized/died total | 1 | 16.7 | 0 | 0.0 | 0 | 0.0 | 1 | 10.0 | 8 | 14 |
| medical | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 3 | 5.3 |
| behavior | 1 | 16.7 | 0 | 0.0 | 0 | 0.0 | 1 | 10.0 | 5 | 8.8 |
| space | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0 |
| died in facility | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | | |
| owner requested | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0 |
| Total out | 6 | | 1 | | 3 | | 10 | | 57 | |
| All Animals | | | | | | | | | | |
| All Animals In: | | | | | | | | | | |
| stray | 83 | 55.7 | 74 | 36.6 | 91 | 51.1 | 248 | 46.9 | 1665 | 56.1 |
| owner surrender | 34 | 22.8 | 48 | 23.8 | 49 | 27.5 | 131 | 24.8 | 765 | 25.8 |
| sieze/impound | 13 | 8.7 | 35 | 17.3 | 22 | 12.4 | 70 | 13.2 | 298 | 10 |
| DOA | 15 | 10.1 | 19 | 9.4 | 10 | 5.6 | 44 | 8.3 | | |
| other | 4 | 2.7 | 26 | 12.9 | 6 | 3.4 | 36 | 6.8 | 239 | 9.9 |
| Total in | 149 | | 202 | | 178 | | 529 | | 2967 | |
| All Animals Out: | | | | | | | | | | |
| Live release total | 126 | 77.8 | 116 | 82.3 | 125 | 80.6 | 367 | 80.1 | 2038 | 71.7 |
| adopted | 79 | 48.8 | 71 | 50.4 | 83 | 53.5 | 233 | 50.9 | 1357 | 47.7 |
| return to owner | 30 | 18.5 | 27 | 19.1 | 37 | 23.9 | 94 | 20.5 | 486 | 17.1 |
| transfers | 17 | 10.5 | 18 | 12.8 | 5 | 3.2 | 40 | 8.7 | 195 | 6.9 |
| Euthanized/died total | 36 | 22.2 | 25 | 17.7 | 30 | 19.4 | 91 | 19.9 | 804 | 28.3 |
| medical | 9 | 5.6 | 5 | 3.5 | 3 | 1.9 | 17 | 3.7 | 288 | 10.1 |
| behavior | 19 | 11.7 | 10 | 7.1 | 24 | 15.5 | 53 | 11.6 | 467 | 16.4 |
| space | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0 |
| died in facility | 0 | 0.0 | 2 | 1.4 | 0 | 0.0 | 2 | 0.4 | | |
| owner requested | 8 | 4.9 | 8 | 5.7 | 3 | 1.9 | 19 | 4.1 | 49 | 1.7 |
| Total out | 162 | | 141 | | 155 | | 458 | | 2842 | |

Agenda Item 3a

TO: Law and Courts Committee
Finance Committee

FROM: Major Joel Maatman

DATE: March 25, 2016

RE: Donating old ICSO Paramedic Equipment

RESOLUTION AUTHORIZING THE INGHAM COUNTY SHERIFF'S OFFICE TO CONTRACT WITH THE DELHI FIRE DEPARTMENT FOR THE USE OF INGHAM COUNTY PARAMEDIC EQUIPMENT.

Items to be used are:

- 3 – ½ back boards
- 6 folded back boards
- 1 box of Economy protection blankets
- 1 box of Endotracheal Tubes
- 1 box of disposable vomitus clean up kit
- 1 box of personal protection kits
- 1 box of povidone Iodine pre pads; IV start kits; Catheters; flare
- 1 box of Catheters
- 1 box of endotracheal tubes
- 1 box of oxygen tubing
- 1 box of oxygen tubing
- 1 box of 10 mil syringes
- 1 box of shielded IV catheters
- 1 box of oxygen tubing
- 8 boxes – Uni leads
- 2 boxes of fog free protection masks
- 1 box of pediatric masks
- 7 adult CPR dummies
- 2 baby CPR dummies
- 1 infant CPR dummy
- 1 box of CPR faces for dummies
- 1 heart poster
- 1 box of blood pressure cuffs – infant, child, adult – approx. 30
- 1 box of misc. medical equipment – tubing/ bandages, catheters
- 3 Glucose monitors
- 1 box of eyopegeal Tracheal with x-ray line
- 3 paramedic boxes with misc. equipment
- 1 sterile burn sheet

6 OB kits and 1 box of bagged OB kits
4 empty duffel bags
1 intubation kit
5 extradition collars
6 traction splints
5 splints
7 suction machines
9 ked-boards
1 box of miscellaneous intubation equipment
1 box of resuscitator bags
1 box of adult hazmat personal privacy kits
1 box of youth hazmat personal privacy kits
4 stethoscopes
1 bag phone
3 boxes of N95 Particulate filter respirators and surgical masks
1 Endotracheal tube
1 box of nasal oxygen cannula – adult

Introduced by the Law and Courts Committee and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE INGHAM COUNTY SHERIFF'S OFFICE TO CONTRACT
WITH THE DELHI FIRE DEPARTMENT FOR THE USE OF INGHAM COUNTY
PARAMEDIC EQUIPMENT**

WHEREAS, the Ingham County Sheriff's Office works closely with all countywide fire agencies to provide professional first responder assistance for our citizens; and

WHEREAS, the Ingham County Sheriff's Office due to budgetary considerations in 2008, eliminated our Paramedic Unit; and

WHEREAS, the Ingham County Sheriff's Office wants to donate several old ICSO paramedic supplies and equipment to the Delhi Township Fire for their use, in training for lifesaving situations; and

WHEREAS, the Delhi Fire Department will then distribute this donated ICSO paramedic supplies and equipment to several Ingham County Volunteer Fire Departments for their use in training and lifesaving situations.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an agreement with Delhi Fire Department for the use and disposal of surplus paramedic equipment and supplies in exchange for their continued provision of services for the benefit of victims requiring paramedic services in Ingham County and the greater Lansing area.

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

Agenda Item 3b

TO: Law and Courts Committee
Finance Committee

FROM: Major Joel Maatman

DATE: March 25, 2016

RE: Donating old ICSO Paramedic Equipment

**RESOLUTION AUTHORIZING THE INGHAM COUNTY SHERIFF'S OFFICE TO
CONTRACT WITH THE INGHAM REGIONAL SPECIAL RESPOSE TEAM FOR
THE USE OF INGHAM COUNTY PARAMEDIC EQUIPMENT**

Items included are:

½ back board
1 box of misc. trec/intubation equipment
2 boxes of Endotracheal Tubes
4 oxygen monitors
2 paramedic boxes
1 empty duffle bag
4 intubation kits

Introduced by the Law and Courts Committee and Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AUTHORIZING THE INGHAM COUNTY SHERIFF'S OFFICE TO CONTRACT WITH THE INGHAM REGIONAL SPECIAL RESPONSE TEAM FOR THE USE OF INGHAM COUNTY PARAMEDIC EQUIPMENT

WHEREAS, the Ingham County Sheriff's Office works closely with all countywide police agencies to provide professional policing for our citizens; and

WHEREAS, the Ingham County Sheriff's Office strongly believes in regional team cooperation for many serious police matters; and

WHEREAS, the Ingham County Sheriff's Office, along with the Meridian Township Police Department, Michigan State University Police Department, East Lansing Police Department created a county wide Special Response Team to handle high risk police operations and incidents; in 2014; and

WHEREAS, the Ingham Regional Special Response Team is made up of 22 members from the above Ingham County Police Agencies, as well as four (4) tactical paramedics from area Fire and Paramedic Units; and

WHEREAS, the Ingham County Sheriff's Office, due to budgetary considerations in 2008, eliminated our Paramedic Unit; and

WHEREAS, the Ingham County Sheriff's Office wants to donate several paramedic supplies and equipment to the Ingham Regional Special Response Team to assist their tactical paramedics in providing them the donated used ICSO Paramedic supplies and equipment for use in training and potential lifesaving situations when the team is activated.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes an agreement with the Ingham Regional Special Response Team for the use and disposal of surplus paramedic supplies and equipment for the benefit of the citizens of Ingham County and the greater Lansing area.

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

Agenda Item 4a

TO: Law & Courts and Finance Committees

FROM: John Neilsen, Chief Deputy Controller

DATE: April 3, 2016

SUBJECT: Resolution Submitting to a Vote of the Electorate a Special Millage for Continuing Comprehensive Emergency Telephone Services (911 Services)

Commissioners:

To follow up on our previous conversations about the renewal of the 9-1-1 Services Special Millage , I have had our attorney review and approve final Ballot language for the August 2, 2016 Primary election.

The deadline for submitting approved ballot language to the County Clerk is May 10, 2016 at 4pm for the August primary election.

August Primary Election BOC Schedule:

Law & Courts Committee - April 14
Finance Committee - April 20
Board of Commissioners - April 26

Attached is a chart which lists the voter's approval percentages from the last time this and the other Ingham County Special Millage's were renewed and approved.

Finally, I will work with the 9-1-1 Director to present the expanded 9-1-1 Services Ballot Proposal to the Law & Courts Committee for the November 8, 2016 Millage in May of this year. The deadline for submitting approved ballot language to the County Clerk is August 16th at 4pm.

November General Election Schedule:

Law & Courts Committee - July 14
Finance Committee - July 20
Board of Commissioners Meeting – July 26

I will be attendance at your meetings to discuss this resolution to approve placing this 9-1-1 Services Special Millage renewal ballot language on the August Primary. I recommend your approval.

November 2, 2010 General Election

Ingham County Potter Park Zoo

136/136 100.00%

| | Vote Count | Percent |
|-------|------------|---------|
| YES | 58,177 | 68.94% |
| NO | 26,209 | 31.06% |
| Total | 84,386 | 100.00% |

August 7, 2012, Primary Election

Ingham County Juvenile Millage Proposal

89/116 76.72%

| | Vote Count | Percent |
|-------|------------|---------|
| YES | 24,804 | 71.35% |
| NO | 9,959 | 28.65% |
| Total | 34,763 | 100.00% |

Ingham County 911 Service Millage

89/116 76.72%

| | Vote Count | Percent |
|-------|------------|---------|
| YES | 28,126 | 80.29% |
| NO | 6,903 | 19.71% |
| Total | 35,029 | 100.00% |

Ingham County Public Transportation Proposal

89/116 76.72%

| | Vote Count | Percent |
|-------|------------|---------|
| YES | 25,877 | 73.69% |
| NO | 9,237 | 26.31% |
| Total | 35,114 | 100.00% |

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION SUBMITTING TO A VOTE OF THE ELECTORATE
A SPECIAL MILLAGE FOR CONTINUING COMPREHENSIVE EMERGENCY
TELEPHONE SERVICES (911 SERVICES)**

WHEREAS, Ingham County has established and maintained financing for a countywide system of emergency telephone and dispatch services for the benefit of the citizens of the county during the past several years; and

WHEREAS, the 911 emergency telephone and dispatch services are of substantial benefit to the citizens of the County of Ingham; and

WHEREAS, the millage funds were approved by the electorate to operate countywide 911 emergency telephone and dispatch services since 1988 and that millage authorization expires on December 31, 2015.

THEREFORE BE IT RESOLVED, that the following question be submitted to a vote of the electorate of Ingham County at the primary election to be held August 2, 2016.

**EMERGENCY TELEPHONE SERVICE (911 SERVICE)
MILLAGE RENEWAL QUESTION**

For the purpose of renewing funding for a comprehensive countywide 911 Emergency Telephone and Dispatch System at the same millage level previously approved by the voters in 1996, 2000, 2004, 2008 and in 2012, 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, previously increased by up to 0.8500 mills, \$0.85 per \$1,000 of taxable value, be continued and renewed for a period of four (4) years (2016-2019) inclusive? If approved and levied in full, this millage will raise an estimated \$5,803,020 for the countywide 911 Emergency Telephone and Dispatch System in the first calendar year of the levy based on taxable value.

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 cause the proposed to be stated on the August 2, 2016 ballot and to be prepared and distributed in the manner required by law.

Agenda Item 4b

TO: Law & Courts and Finance Committees
FROM: John Neilsen, Chief Deputy Controller
DATE: April 3, 2016
SUBJECT: Resolution to Submit to the Electorate a Juvenile Millage Renewal Question

Commissioners:

To follow up on our previous conversations about the renewal of the JJM Special Millage, I have had our attorney review and approve final Ballot language for the August 2, 2016 Primary election.

The deadline for submitting approved ballot language to the County Clerk is May 10, 2016 at 4pm for the August primary election.

The last regularly scheduled BOC Committee meetings to meet that schedule before the Clerk's deadlines are:

August Primary Election Schedule:

Law & Courts Committee - April 14

Finance Committee - April 20

Board of Commissioners - April 26

Attached is a chart which lists the voter's approval percentages from the last time this and the other Ingham County Special Millage's were renewed and approved.

I will be attendance at your meetings to discuss this resolution to approve placing this JJM Special Millage renewal ballot language on the August Primary. I recommend your approval.

November 2, 2010 General Election

Ingham County Potter Park Zoo

136/136 100.00%

| | Vote Count | Percent |
|-------|------------|---------|
| YES | 58,177 | 68.94% |
| NO | 26,209 | 31.06% |
| Total | 84,386 | 100.00% |

August 7, 2012, Primary Election

Ingham County Juvenile Millage Proposal

89/116 76.72%

| | Vote Count | Percent |
|-------|------------|---------|
| YES | 24,804 | 71.35% |
| NO | 9,959 | 28.65% |
| Total | 34,763 | 100.00% |

Ingham County 911 Service Millage

89/116 76.72%

| | Vote Count | Percent |
|-------|------------|---------|
| YES | 28,126 | 80.29% |
| NO | 6,903 | 19.71% |
| Total | 35,029 | 100.00% |

Ingham County Public Transportation Proposal

89/116 76.72%

| | Vote Count | Percent |
|-------|------------|---------|
| YES | 25,877 | 73.69% |
| NO | 9,237 | 26.31% |
| Total | 35,114 | 100.00% |

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO SUBMIT TO THE ELECTORATE A
JUVENILE MILLAGE RENEWAL QUESTION**

WHEREAS, the Board of Commissioners desires to fund the continuing operation and enhancement of Ingham County’s capacity to detain and house juveniles who are delinquent or disturbed, and to operate new and existing programs for the treatment of such juveniles; and

WHEREAS, the Board of Commissioners wants to provide the financial stability necessary for sound planning through a long-term millage.

THEREFORE BE IT RESOLVED, that the following question be submitted to a vote of the electorate in the primary election to be held on August 2, 2016.

JUVENILE MILLAGE RENEWAL QUESTION

For the purpose of funding the continuing operation and enhancement of Ingham County’s capacity to detain and house juveniles who are delinquent or disturbed, and to operate new and existing programs for the treatment of such juveniles, at the same millage level previously approved by the voters in 2002, 2006 and in 2012 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, previously increased by up to 60/100 (0.60) of one mill, \$ 0.60 per thousand dollars of state taxable valuation, be continued and renewed for a period of five years (2017-2021) inclusive. If approved and levied in full, this millage will raise an estimated \$4,165,828 for juvenile housing and programming purposes in the first calendar year of the levy based on taxable value.

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 cause the proposal to be stated on the August 2, 2016 ballot and to be prepared and distributed in the manner required by law.

TO: Law & Courts, County Services and Finance Committees

FROM: John Neilsen, Chief Deputy Controller

DATE: April 3, 2016

SUBJECT: Resolution to Submit to the Electorate a Special Millage Question for Animal Control Shelter Replacement with two other options

Commissioners:

These three proposed resolutions will give you some options to consider for a ballot proposal for a new Special Millage to be placed on the August 2, 2016 Primary election. All three are for 10 years and fund the base costs of constructing, equipping, and financing a new Animal Control Shelter Facility at an estimated cost of \$6.2 million. The second option includes having the new millage cover not only the Shelter Replacement costs, but also the current net operational costs of the Ingham County Animal Control Department. The third option includes having the new millage cover not only the Shelter Replacement costs, and the current net operational costs, it also covers enhanced Animal Control Services which will be detailed by priority with some options for improved and expanded service for both the Animal Control Shelter Facility and for Animal Control Officer Law Enforcement and Animal Welfare operations.

SHELTER REPLACEMENT OPTION ONLY

The first resolution is for a Special Millage Question for Animal Control Shelter Replacement. Up to 14/100 (0.14) of one (1) mill, \$0.14 per thousand dollars of state taxable valuation, for a period of ten (10) years (2016-2025). First year of millage would raise approximately \$955,792.

SHELTER REPLACEMENT AND OPERATIONAL COSTS OPTION

The second resolution is for a Special Millage Question for Animal Control Shelter Replacement and Operation up to 31/100 (0.31) of one (1) mill, \$0.31 per thousand dollars of state taxable valuation, for a period of ten (10) years (2016-2025). First year of millage would raise approximately \$ 2,116,353.

SHELTER REPLACEMENT, OPERATIONAL COSTS AND EXPANDED SERVICE OPTION

The third resolution is for a Special Millage Question for Animal Control Shelter Replacement, Current Operational costs, and Expanded Service options. Up to --- /100 (.--) of one (1) mill, \$0.-- per thousand dollars of state taxable valuation, for a period of ten (10) years (2016-2025). First year of millage would raise approximately \$ -----.

Background:

In 2013 the BOC began a process to explore a public/private partnership to raise capital funds and identify the costs to renovate the Ingham County Annex Facility in Mason to house a new Animal Control Department/Shelter Facility. The Architectural/Engineering Firm of Hobbs+Black was hired after an RFP process to conduct a Building Assessment of the Ingham County Annex Facility in Mason. Unfortunately, the Annex in Mason was not deemed a suitable facility to renovate nor was the site viewed as a good site to build a new shelter. Still to be determined is the best site for a new shelter to either remain in Mason or as an alternative, to relocate the facility to a site to be determined in the metro area.

The Ingham County Animal Control Department and Ingham County Animal Shelter Fund, a 501(c)(3) non-profit have been exploring options to build a new adequate shelter for some time to replace our current Ingham County Animal Control Department/Shelter.

Alternative Funding Sources:

Ingham County General Fund, grants, private donations through a fundraising campaign. The feasibility study done by Castle and Associates in 2013 suggested a range of \$750,000 - \$1 Million is a reasonable fundraising campaign goal. However, there is a concern that \$750,000 - \$1 Million as a fundraising goal amount may not be attainable.

I and Director Dinon will be attendance at your meetings to discuss these various options to determine the best option for the BOC to proceed. The BOC would then deliberate on passing the appropriate resolution to approve placing this new Animal Control Shelter Replacement (and Operations) Special Millage ballot language on the August Primary.

Agenda Item 4c

| Ingham County Animal Control New shelter/service expansion labor projections | Additional FTEs | Total FTEs | Total Cost | Millage Equivalent |
|---|--------------------|---------------|------------------------------|-----------------------|
| Current operations (2016 budget: Expenses less fee revenue) 20 employees = 19 FTEs | | 19.0 | 1,160,561 | 0.1700 |
| SHELTER ENHANCEMENTS | | | | |
| Option 1. Minimum Staff for new shelter | 3.0 | 22.0 | 181,394 | 0.0266 |
| Change part time (1/2 time) clerk/dispatcher to full time | | | 28,624 | |
| Change part time (1/2 time) animal care specialist (kennel operator) to full time | | | 33,234 | |
| Add two full time clerk/dispatchers | | | 119,536 | |
| Option 2. Staff shelter at recommended level* of animal care staff | 7.0 | 26.0 | 457,128 | 0.0670 |
| Option 1 staffing plus: Add 4 animal care specialists | | | 181,394 275,734 | |
| Option 3. Minimum Staff for new shelter plus add Sunday hours | 5.0 | 24.0 | 310,096 | 0.0454 |
| Option 1 staffing plus: Add one full time animal care specialist Add one full time clerk/dispatcher | | | 181,394 68,933 59,768 | |
| Option 4. Staff shelter at recommended level* of AC staff plus add Sunday hours (combines Options 2 and 3, one less FTE) | 8.0 | 27.0 | 516,896 | 0.0757 |
| Option 1 staffing plus: Add 4 animal care specialists Add one full time clerk/dispatcher | | | 181,394 275,734 59,768 | |
| LAW ENFORCEMENT/CRUELTY ENFORCEMENT ENHANCEMENTS | | | | |
| Separate service expansion - Animal Control Officers (return ACO operations to pre-2008 levels)** | 3.0 | | 244,947 | 0.0359 |
| Add two full-time ACOs | | | 145,179 | |
| Add one full time dispatcher | | | 59,768 | |
| Add on call expenses | | | 40,000 | |
| *Based on Association of Shelter Veterinarians and NAACA recommendation of 15 minutes of staff time/animal/day and average shelter population of 150 animals. | | | | |
| **Coverage hours will not be exactly what was done pre-2008. For example, ACOs worked until 11 PM all year at that time. Current management does not feel call volume in the winter justifies ACOs working past 8 PM. | | | | |

SHELTER REPLACEMENT OPTION ONLY

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO SUBMIT TO THE ELECTORATE A SPECIAL MILLAGE QUESTION FOR ANIMAL CONTROL SHELTER REPLACEMENT

WHEREAS, the Board of Commissioners desire to replace the current County Animal Shelter to assist in providing a more efficient, sanitary, and humane Animal Control Program; and

WHEREAS, a millage is necessary to construct, equip, and finance a new County Animal Shelter; 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 constructing, equipping, and financing a more efficient, sanitary, and humane County Animal Shelter to replace the existing facility.

THEREFORE BE IT RESOLVED that the following question be submitted to a vote of the electorate in the primary election to be held on August 2, 2016.

ANIMAL CONTROL SHELTER REPLACEMENT MILLAGE QUESTION

For the purpose of constructing, equipping, and financing a more efficient, sanitary, and humane county Animal Shelter, replacing the existing facility, 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 14/100 (0.14) of one (1) mill, \$0.14 per thousand dollars of state taxable valuation, for a period of ten (10) years (2016-2025) inclusive? If approved and levied in full, this Millage will raise an estimated \$ 955,792 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 August 2, 2016 ballot and to be prepared and distributed in the manner required by law.

SHELTER REPLACEMENT AND OPERATIONAL COSTS OPTION

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO SUBMIT TO THE ELECTORATE A SPECIAL MILLAGE QUESTION FOR ANIMAL CONTROL SHELTER REPLACEMENT AND OPERATION

WHEREAS, the Board of Commissioners desire to replace the current County Animal Shelter to assist in providing a more sanitary, humane, and efficient to staff Animal Control Program facility and to stabilize funding for operations; and

WHEREAS, a millage is necessary to construct, equip, finance, and operate a new County Animal Shelter; 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 constructing, equipping, financing, and operating a more efficient, sanitary, and humane County Animal Shelter to replace the existing facility.

THEREFORE BE IT RESOLVED that the following question be submitted to a vote of the electorate in the primary election to be held on August 2, 2016.

ANIMAL CONTROL SHELTER REPLACEMENT AND OPERATIONAL MILLAGE QUESTION

For the purpose of constructing, equipping, and financing, and subsequently operating a new county animal shelter which would replace the existing facility with one that will be more sanitary, humane, and efficient to staff, 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 31/100 (0.31) of one (1) mill, \$0.31 per thousand dollars of state taxable valuation, for a period of ten (10) years (2016-2025) inclusive? If approved and levied in full, this Millage will raise an estimated \$ 2,116,353 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 August 2, 2016 ballot and to be prepared and distributed in the manner required by law.

SHELTER REPLACEMENT, OPERATIONAL COSTS AND EXPANDED SERVICE OPTION

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

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO SUBMIT TO THE ELECTORATE A SPECIAL MILLAGE QUESTION FOR ANIMAL CONTROL SHELTER REPLACEMENT AND EXPANDED OPERATIONS

WHEREAS, the Board of Commissioners desire to replace the current County Animal Shelter to assist in providing a more sanitary, humane, and efficient to staff Animal Control Program facility and to stabilize and expand operations; and

WHEREAS, a millage is necessary to construct, equip, finance, and operate a new County Animal Shelter; 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 constructing, equipping, financing, and operating a more efficient, sanitary, and humane County Animal Shelter to replace the existing facility and to stabilize and expand operations.

THEREFORE BE IT RESOLVED, that the following question be submitted to a vote of the electorate in the primary election to be held on August 2, 2016.

ANIMAL CONTROL SHELTER REPLACEMENT AND OPERATIONAL MILLAGE QUESTION

For the purpose of constructing, equipping, and financing, and subsequently operating a new county animal shelter which would replace the existing facility with one that will be more sanitary, humane, and efficient to staff, 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 [redacted] (0.[redacted]) of one (1) mill, \$0.[redacted] per thousand dollars of state taxable valuation, for a period of ten (10) years (2016-2025) inclusive? If approved and levied in full, this Millage will raise an estimated \$ [redacted] 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 August 2, 2016 ballot and to be prepared and distributed in the manner required by law. facility and to stabilize and enhance operations

TO: Board of Commissioners Liaison Committees

FROM: Jared Cypher, Deputy Controller

DATE: April 6, 2016

SUBJECT: Resolution Establishing Priorities to Guide the Development of the 2017 Budget and Activities of County Staff

For the meeting agendas of April 14, April 18, April 19, and April 20

BACKGROUND

Per direction given at the March 28 Board Leadership meeting, this resolution establishes priorities to guide the development of the 2017 budget and activities of county staff. The resolution is based on staff notes from the Board's strategic planning workshop that was facilitated by Management Partners on March 24, 2016.

ALTERNATIVES

The Board of Commissioners could choose not to approve a priority setting resolution however that would leave departments and agencies with no guidance for 2017 budget preparation. The same would hold true if the Board chose to wait until Management Partners submitted a final report.

FINANCIAL IMPACT

This resolution has no direct or immediate financial impact however departments and agencies are expected to use the resolution as a guide when developing their 2017 budget requests. The Controller will also use this resolution as a tool to develop the 2017 Controller Recommended Budget.

OTHER CONSIDERATIONS

The Board of Commissioners has hired Management Partners to do strategic planning facilitation, and to date a final report has not been presented for adoption by the Board. Later this year, the Board will be asked to make its final recommendations through a separate resolution for a strategic plan to guide county planning and operations for the next three to five years.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution establishing priorities to guide the development of the 2017 budget and activities of county staff.

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION ESTABLISHING PRIORITIES TO GUIDE THE DEVELOPMENT OF THE
2016 BUDGET AND ACTIVITIES OF COUNTY STAFF**

RESOLUTION # 15 - 57

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

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

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

WHEREAS, these long term objectives are intended to promote:

- A healthy and active population
- A safe community
- A thriving economy and high quality of life
- A clean and protected environment
- An innovative approach to government; and

WHEREAS, these services are to be delivered to promote fairness, equity, and social justice; and

WHEREAS, the Board of Commissioners has identified priorities to guide the development of the 2016 Budget and activities of county staff.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopts the following priority areas to be utilized by the Controller/Administrator's Office and the county offices, departments, agencies, and courts in developing proposed activities and budgets for 2016:

1. Current year expenditures should be supported by current year revenues. The Controller/Administrator will develop a multi-year budget projection and a long-range plan to finance the County's legacy costs. These projections will be used to guide the Board's decision as to the appropriate use of the County's reserves in the development of the 2016 Budget.
2. To the extent necessary and appropriate, mandated services currently provided by county government in support of all its long term objectives should be continued in 2016, with ongoing evaluation to identify possible overlap and duplication of services and to identify more efficient uses of county funds.
3. The Board of Commissioners expects all department offices and courts to consider these priorities in the development of their budgets and activities for 2016.
4. Priority consideration should be given to producing the following outcomes:
 - a) A healthy and active population
 1. Maintain and expand access to health care for Ingham County residents, with an emphasis on the uninsured and under-insured.
 2. Implement the long range plan for the operation and location of Community Health Centers.
 3. Provide accessible recreational opportunities throughout the County guided by the County Parks Master Plan and the Potter Park Master Plan. Update the County Parks Master Plan and include a long-range plan for the utilization of the Trails and Parks Millage.
 4. Maximize ability to capture more federal funds for health care.
 5. Develop and implement a long-range plan for the utilization of the Health Services Millage that includes mental health services.
 - b) A safe community
 1. Encourage the use of appropriate sanctions for adults in order to foster appropriate behavior, reduce criminal recidivism, and effectively manage corrections resources, including the jail population.
 2. Maximize use of the Juvenile Justice Millage funds to provide the most appropriate community-based programming for at-risk juveniles and juvenile offenders.
 3. Develop a plan for renovating or new construction for the Ingham County Jail, 55th District Court, and Animal Control facilities including a financing plan with regional and private partners where appropriate.
 - c) A thriving economy and high quality of life
 1. Encourage re-use of abandoned, polluted, and tax-reverted properties through various redevelopment tools.
 2. Direct resources towards maintenance of and reinvestment in existing assets.
 3. Prepare to work with County Departments and Agencies as appropriate in anticipation of additional revenue for road maintenance should the statewide ballot proposal be approved in the Spring of 2015.
 - d) A clean and protected environment
 1. Encourage County-funded projects to be environmentally sensitive, when appropriate.
 2. Monitor environmental hazards and seek to prevent and mitigate pollution.
 3. Expend resources to preserve farmland and open space and to prevent urban sprawl.

e) An innovative approach to government

1. Exploration of efficiencies through regional cooperation, emphasizing consolidation and service sharing, accountability and transparency, and controlling costs.
2. Enhanced use of technology to provide information and transparency to the public.

FINANCE: Yeas: Anthony, Bahar-Cook, Tennis, Tsernoglou, McGrain, Schafer, Case Naeyaert
Nays: None **Absent:** None **Approved 2/18/15**

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION ESTABLISHING PRIORITIES TO GUIDE THE DEVELOPMENT OF THE
2017 BUDGET AND ACTIVITIES OF COUNTY STAFF**

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

WHEREAS, Ingham County has incorporated strategic planning into the annual budget process since 1993; and

WHEREAS, Ingham County has contracted with Management Partners as a strategic planning facilitator; and

WHEREAS, the final report by Management Partners has not yet been adopted by the Board of Commissioners; and

WHEREAS, the following goals were identified at a Board Leadership meeting:

- Provide access to quality innovative and cost-effective services that promote well-being and quality of life to citizens in Ingham County.
- To enhance and provide the necessary support and equipment to meet the IT needs of each department.
- Make Ingham County the employer of choice where diversity and inclusion is advanced within the employee rank and file.
- Maintain and enhance County fiscal health to ensure delivery of services to residents.
- In order to improve service, improve communications both internal and external.
- Achieve safe, positive, healthy, efficient, and functional county facilities and property consistent with sound environmental stewardship.
- Provide safe, quality infrastructure to support existing development and smart economic growth.

WHEREAS, later this year the Board of Commissioners will make its final recommendations through a separate resolution for a strategic plan to guide the county planning and operations for the next three to five years; and

WHEREAS, the Board of Commissioners has identified priorities to guide the development of the 2017 Budget and activities of county staff.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopts the following priority areas to be utilized by the Controller/Administrator's Office and the county offices, departments, agencies, and courts in developing proposed activities and budgets for 2017:

1. Current year expenditures should be supported by current year revenues. The Controller/Administrator will develop a multi-year budget projection and a long-range plan to finance the County's legacy costs. These projections will be used to guide the Board's decision as to the appropriate use of the County's reserves in the development of the 2017 Budget.

2. To the extent necessary and appropriate, mandated services currently provided by county government in support of all its long term objectives should be continued in 2017, with ongoing evaluation to identify possible overlap and duplication of services and to identify more efficient uses of county funds.
3. The Board of Commissioners expects all department offices and courts to consider these priorities in the development of their budgets and activities for 2017.
4. Priority consideration should be given to the following:
 - Implement the recommendations for the Trails and Parks Millage made by the Board of Commissioners' Trails and Parks Task Force.
 - Continue implementation of the long range plan for the operation and location of the Community Health Centers by renovating the Human Services Building.
 - Evaluate the employee compensation (Hay) Study and develop a strategy for its implementation.
 - Continue to reduce the budgeted use of fund balance in the general fund.
 - Implement a plan for renovating or new construction for the Ingham County Jail, 55th District Court, and Animal Control facilities.

TO: Finance and Liaison Committees
FROM: Timothy J. Dolehanty, Controller
DATE: April 5, 2016
SUBJECT: 2017 Update of County Fees

When the Board of Commissioners adopted Resolution #02-155, setting various fees for county services, the Controller's Office was directed to annually review the fees and to recommend adjustments. We have completed our review for fiscal year 2017 consistent with this standing directive and offer a few adjustments for your consideration. This information will appear as a discussion item on the current round of committee meetings. We anticipate presentation of a resolution at the next round of meetings to recommend increases to certain fees, addition of a few fees and some proposed eliminated fees. A draft version of the resolution is attached for your review and consideration.

Attached spreadsheets provide details of recommended fee adjustments to be effective for the Health Department and the Friend of the Court on October 1, 2016, park and zoo winter seasonal fees on November 1, 2016, and for all other departments on January 1, 2017. As noted in the fee schedule, seasonal fees will continue through March 31, 2017.

The first attachment (Attachment A) offers analysis of proposed fees for 2017. The annual average United States' consumer price index was used to do the calculation. This rate of 0.3% was also used by the State of Michigan for the inflation rate multiplier.

The following information is included for each fee:

1. Location of Service
2. Fee Description
3. The 2016 cost as calculated in last year's fee update process.
4. The 2017 cost, which was calculated by multiplying the 2016 cost by the consumer price index.
5. As identified by the Board of Commissioners, the target percent was determined by the percentage of cost to be recovered by the fee for service. The target percent for each fee was initially passed by Resolution #02-155. For other fees added after the passage of Resolution #02-155, in most cases, it was assumed that the fee as passed is charged at the appropriate cost with a target recovery of 100%.

6. The 2017 calculated fee is based on the 2016 cost multiplied by the target percent.
7. Although many fees were proposed to remain unchanged in 2017, the initial proposed fees were determined by rounding down the calculated fee to the full dollar amount and, in the case of some larger fees, rounded to the lower \$5 or \$10 increment. In some cases the cost multiplied by the target percent is much greater than the current fee, so only an incremental increase was proposed in anticipation of further upward adjustments over several years. Fees that are proposed to increase are presented in **bold type**.
8. Units. This variable was used to calculate anticipated revenue generated by a proposed fee. Initial information was provided in the Maximus study, and in some cases has been updated by the departments.
9. Department/Controller Recommendation. Department heads agreed with the initial proposed fees in most cases. Where there was disagreement, the department head was asked to provide supporting information such as a memorandum of explanation. In all cases, the Controller agreed with recommendations of the department head as follows:
 - a. CS: The Clerk's Office would like to maintain the 2016 rates for all of their fees. Lines 1-2, the Clerk indicated that small incremental changes would delay check out for customers and compared to other counties they already charge on the high end. The Marriage Solemnize fee (line 4) was significantly increased a few years ago.
 - b. CS: The Board of Commissioners' Office just passed new FOIA fees in 2015 and would rather not increase fees twice in a one year period (Lines 10-14).
 - c. CS: The Parks Department agrees with some of the proposed fees with the following exceptions: Lines 72 and 74, Resident and Non-Resident Annual Fee - a one-dollar increase creates inefficiencies at the park entrances and will require more change counting and lines to occur. Our market research reflects no park system charging an odd dollar amount. Fees are generally in \$5 increments. Our \$30 annual fee is in line with what other Counties are charging. Line 111, Abandonment/Recovery – we would ask to leave this fee as is, given that it is rarely charged, perhaps one time annually. This fee was not intended to generate revenue, but to serve as a deterrent to canoers who were abandoning a canoe or kayak along the river. This has worked exceedingly well. Line 112, Late Fee - we would ask to leave this fee as is given that it is rarely charged, perhaps two times annually. This fee was not intended to generate revenue, but to serve as a deterrent to canoers who were arriving back in the park long after dark, this has worked exceedingly well. Line 121, Boat Launch Annual – a one-dollar increase creates inefficiencies at the park entrances. This will require more change counting and lines to occur. Our market research reflects no park system charging an odd dollar amount. Fees are generally in \$5 increments. Line 133, Day Camp – we agree with your recommendation to increase the non-resident and extended hour camp sessions. We would also like to increase the resident fee to be consistent with changes. Line 139, Disc Golf Annual – a one-dollar increase creates inefficiencies at the park entrances. This will require more change counting and lines to occur. Our market

research reflects no park system charging an odd dollar amount. Line 158-159, Utility Vehicle/Golf Cart Rental - we would ask to leave this fee as is given that it is rarely charged, perhaps one time annually. This fee was not intended to generate revenue, but to serve as a deterrent to park visitors and event planners who were “borrowing” a vehicle for a few minutes and it resulted in an extended time that interfered with park work functions. This has worked very well. Line 165, Nature Programs (per person) – we have had past requests for guided walks or tours and we are discussing development of a program. This will allow us to implement the program in a timely manner once established. Line 166, Passport Photos – picture fees can be set by Ingham County, while the processing fee is set by the State Department. \$15 is a competitive fee based on market research. Line 167, Snow Shoe Rental – We have had frequent requests for this program. We would like to have a fee set for this and develop the program. Based on market research this is an equitable fee. Line 168, Band Shell Rental – these fees are being collected by the Friends of Ingham County Parks. There is no BOC resolution declaring that Band Shell fees will be collected by the Friends of Ingham County Parks. In addition, this practice is not in keeping with our relationship with the Friends who financially support construction of facilities in the parks and following construction, that facility is then donated to the Parks. Line 170, Band Shell Equipment Rental – this is when renting the band shell.

- d. CS: The Zoo agreed with most of the proposed fee increases. Lines 174 and 175, Resident and Non-Resident Annual Passes, this is the same rate as the other park annual passes and we should stay consistent to the parks, therefore we would like to stay at the 2016 rates. Line 180, the target percentage changed from 25% to 40% and Line 182, the target percentage changed from 25% to 35%. This was increase based on information from the Zoo that the costs needed to be increased and the Controller’s Office supports these changes.
- e. CS: The Register of Deeds does not agree with increasing any of the fees for 2017. The fees associated with the cost of the subscriptions on Laredo and Tapestry should at this time remain the same as they have knowledge that the State of Michigan will be increasing the filing fees for documents in the very near future (Lines 198, 202 and 204).
- f. CS: The Treasurer does not agree with the increase in proposed fee (Line 205). He believes it costs more to update the forms each year and the cost just increased last year. He recommends waiting for another year.
- g. HS: The Health Department agrees with most of the proposed fee increase. However, Line 26, the Office for Young Children feel that the proposed fee is too high and are willing to increase the fee but just not as much as our proposed amount. This is a mandated fee for daycare providers. Lines 87 and 92-95, Environmental Health fees were just passed by the Board at the end of 2015 and the Health Department would prefer not to increase twice within a year period.

- h. L&C: Animal Control proposed fee increases are supported by the department except the following: Lines 2-3 and 5-7, the Director and the Treasurer believe our fees are high enough that they are seeing diminishing returns (that is, lost revenue because people won't pay that much to license their dogs) at least in some categories. They would like to hold the above fees to the 2016 rate for 2017 and then analyze them more for 2018.
 - i. L&C: The District Court does not recommend any fee increase for 2017 (Lines 52-53).
 - j. L&C: The Friend of the Court does not want to increase the bench warrant fee in Line 67. This fee has been increased over the years and these fees are very difficult to collect and have a very high outstanding balance.
10. Additional revenue is projected from the department head/Controller recommended increase in fees multiplied by the units.

A summary of proposed fee increases for 2017 is presented in the final spreadsheet (Attachment B). The spreadsheet simply lists the 2016 fee, department head and Controller recommendations, and projected revenue for each fee where an increase was proposed.

Fee increases recommended by the Controller's Office would generate approximately \$45,621 in additional revenue in 2017. Total revenue generated by the listed fees is approximately \$5.7 million, meaning the proposed adjustments would increase the base by about 1.0%.

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

Attachments

DRAFT RESOLUTION

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 the Attachments at the rates established effective January 1, 2017 with the exception of the Health Department and Friend of the Court, where new rates will be effective October 1, 2016 and the Park and Zoo winter seasonal fees which will be effective starting November 1, 2016.

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.

| Location of Service | Fee Description | 2016 Cost | 2017 Cost Increase Factor | 2017 Cost | Target Percent | 2016 Fee | 2017 Calc. Fee | 2017 Initial Prop. Fee | Units | Controller/Department Recommend | Additional Revenue | |
|---------------------|-----------------|------------------------------|---------------------------|------------|----------------|------------------|----------------|------------------------|--------|---------------------------------|--------------------|--|
| 1 | Animal Control | Enforcement/Dog License Fees | | | | | | | | | | |
| 2 | Animal Control | \$60.79 | 0.3% | \$60.97 | 25.0% | \$14.00 | \$15.24 | \$15.00 | 15,000 | \$14.00 | \$0 | |
| 3 | Animal Control | \$196.08 | 0.3% | \$196.66 | 25.0% | \$46.00 | \$49.17 | \$47.00 | 2,500 | \$46.00 | \$0 | |
| 4 | Animal Control | \$138.65 | 0.3% | \$139.06 | 25.0% | \$34.00 | \$34.77 | \$34.00 | 3,000 | \$34.00 | \$0 | |
| 5 | Animal Control | \$191.97 | 0.3% | \$192.54 | 75.0% | \$70.00 | \$144.41 | \$71.00 | 4,000 | \$70.00 | \$0 | |
| 6 | Animal Control | \$383.93 | 0.3% | \$385.08 | 75.0% | \$140.00 | \$288.81 | \$145.00 | 500 | \$140.00 | \$0 | |
| 7 | Animal Control | \$462.16 | 0.3% | \$463.55 | 75.0% | \$155.00 | \$347.66 | \$160.00 | 250 | \$155.00 | \$0 | |
| 8 | Animal Control | \$93.85 | 0.3% | \$94.13 | 100.0% | \$75.00 | \$94.13 | \$76.00 | 300 | \$76.00 | \$300 | |
| 9 | Animal Control | \$46.22 | 0.3% | \$46.35 | 75.0% | \$33.00 | \$34.77 | \$34.00 | 1,900 | \$34.00 | \$1,900 | |
| 10 | Animal Control | Adoption Fee | | | | | | | | | | |
| 11 | Animal Control | \$99.04 | 0.3% | \$99.34 | 75.0% | \$73.00 | \$74.50 | \$74.00 | 550 | \$74.00 | \$550 | |
| 12 | Animal Control | \$25.60 | 0.3% | \$25.67 | 75.0% | \$19.00 | \$19.25 | \$19.00 | 100 | \$19.00 | \$0 | |
| 13 | Animal Control | \$148.56 | 0.3% | \$149.00 | 75.0% | \$110.00 | \$111.75 | \$110.00 | 190 | \$110.00 | \$0 | |
| 14 | Animal Control | \$85.32 | 0.3% | \$85.57 | 75.0% | \$63.00 | \$64.18 | \$64.00 | 450 | \$64.00 | \$450 | |
| 15 | Animal Control | \$34.13 | 0.3% | \$34.23 | 75.0% | \$25.00 | \$25.67 | \$25.00 | 50 | \$25.00 | \$0 | |
| 16 | Animal Control | Animal Redemption | | | | | | | | | | |
| 17 | Animal Control | \$42.66 | 0.3% | \$42.79 | 50.0% | \$25.00 | \$21.39 | \$25.00 | 350 | \$25.00 | \$0 | |
| 18 | Animal Control | \$51.19 | 0.3% | \$51.34 | 100.0% | \$50.00 | \$51.34 | \$51.00 | 50 | \$51.00 | \$50 | |
| 19 | Animal Control | \$98.04 | 0.3% | \$98.33 | 100.0% | \$100.00 | \$98.33 | \$100.00 | 20 | \$100.00 | \$0 | |
| 20 | Animal Control | \$153.57 | 0.3% | \$154.03 | 100.0% | \$150.00 | \$154.03 | \$150.00 | 3 | \$150.00 | \$0 | |
| 21 | Animal Control | \$182.49 | 0.3% | \$183.04 | 100.0% | \$125.00 | \$183.04 | \$130.00 | 50 | \$130.00 | \$250 | |
| 22 | Animal Control | \$156.42 | 0.3% | \$156.89 | 100.0% | \$155.00 | \$156.89 | \$155.00 | 10 | \$155.00 | \$0 | |
| 23 | Animal Control | \$182.49 | 0.3% | \$183.04 | 100.0% | \$180.00 | \$183.04 | \$180.00 | 10 | \$180.00 | \$0 | |
| 24 | Animal Control | \$46.22 | 0.3% | \$46.35 | 100.0% | \$45.00 | \$46.35 | \$46.00 | 1,100 | \$46.00 | \$1,100 | |
| 25 | Animal Control | \$46.22 | 0.3% | \$46.35 | 100.0% | \$46.00 | \$46.35 | \$46.00 | 40 | \$46.00 | \$0 | |
| 26 | Animal Control | \$46.22 | 0.3% | \$46.35 | 100.0% | \$50.00 | \$46.35 | \$50.00 | 20 | \$50.00 | \$0 | |
| 27 | Animal Control | \$46.22 | 0.3% | \$46.35 | 100.0% | \$46.00 | \$46.35 | \$46.00 | 40 | \$46.00 | \$0 | |
| 28 | Animal Control | \$20.86 | 0.3% | \$20.92 | 100.0% | \$20.00 | \$20.92 | \$20.00 | 350 | \$20.00 | \$0 | |
| 29 | Animal Control | \$19.70 | 0.3% | \$19.76 | 100.0% | \$19.00 | \$19.76 | \$19.00 | 490 | \$19.00 | \$0 | |
| 30 | Animal Control | \$81.42 | 0.3% | \$81.66 | 100.0% | \$80.00 | \$81.66 | \$81.00 | 212 | \$81.00 | \$212 | |
| 31 | Pros Atty | \$71.23 | 0.3% | \$71.44 | 50.0% | \$35.00 | \$35.72 | \$35.00 | 450 | \$35.00 | \$0 | |
| 32 | Pros Atty | \$930.63 | 0.3% | \$933.43 | 50.0% | \$450.00 | \$466.71 | \$455.00 | 488 | \$455.00 | \$2,440 | |
| 33 | Pros Atty | \$1,675.14 | 0.3% | \$1,680.17 | 50.0% | \$800.00 | \$840.08 | \$805.00 | 112 | \$805.00 | \$560 | |
| 34 | Pros Atty | \$147.23 | 0.3% | \$147.68 | 75.0% | \$110.00 | \$110.76 | \$110.00 | 600 | \$110.00 | \$0 | |
| 35 | Pros Atty | \$2,356.04 | 0.3% | \$2,363.11 | 10.0% | \$230.00 | \$236.31 | \$235.00 | 11 | \$235.00 | \$55 | |
| 36 | Jail | \$54.52 | 0.3% | \$54.68 | 100.0% | \$53.66 | \$54.68 | \$54.00 | 22,448 | \$54.00 | \$7,632 | |
| 37 | Sheriff | \$5.11 | 0.3% | \$5.12 | 100.0% | \$5.00 | \$5.12 | \$5.00 | 2,384 | \$5.00 | \$0 | |
| 38 | Sheriff | \$252.11 | 0.3% | \$252.87 | 100.0% | Varies by arrest | \$252.87 | varies by arrest | 329 | varies by arrest | \$0 | |
| 39 | Sheriff | \$15.99 | 0.3% | \$16.04 | 100.0% | \$16.00 | \$16.04 | \$16.00 | 621 | \$16.00 | \$0 | |
| 40 | Sheriff | \$10.04 | 0.3% | \$10.07 | 100.0% | \$10.00 | \$10.07 | \$10.00 | 1,354 | \$10.00 | \$0 | |
| 41 | Sheriff | \$64.82 | 0.3% | \$65.01 | 100.0% | \$64.82 | \$65.01 | \$65.01 | 0 | \$65.01 | \$0 | |
| 42 | Sheriff | \$58.14 | 0.3% | \$58.31 | 100.0% | \$58.14 | \$58.31 | \$58.31 | 0 | \$58.31 | \$0 | |
| 43 | Sheriff | \$1.01 | 0.3% | \$1.01 | 100.0% | \$1.00 | \$1.01 | \$1.00 | 0 | \$1.00 | \$0 | |
| 44 | Sheriff | \$54.28 | 0.3% | \$54.44 | 100.0% | \$50.00 | \$54.44 | \$50.00 | 0 | \$50.00 | \$0 | |
| 45 | Sheriff | \$10.86 | 0.3% | \$10.89 | 100.0% | \$10.00 | \$10.89 | \$10.00 | 0 | \$10.00 | \$0 | |
| 46 | Sheriff | \$43.42 | 0.3% | \$43.55 | 100.0% | \$43.00 | \$43.55 | \$43.00 | 0 | \$43.00 | \$0 | |

| | Location of Service | Fee Description | 2016 Cost | 2017 Cost Increase Factor | 2017 Cost | Target Percent | 2016 Fee | 2017 Calc. Fee | 2017 Initial Prop. Fee | Units | Controller/ Department Recommend | Additional Revenue |
|----|---------------------|---|-----------|---------------------------|-----------|----------------|---------------------|----------------|------------------------|--------|----------------------------------|--------------------|
| 47 | Sheriff/Em Mgt. | Cost Recovery Fee flat rate per indiv. | \$30.97 | 0.3% | \$31.06 | 100.0% | \$30.00 | \$31.06 | \$31.00 | 0 | \$31.00 | \$0 |
| 48 | Sheriff/Em Mgt. | Cost Recov. Fee flat rate per/hr per vehicle | \$258.06 | 0.3% | \$258.84 | 100.0% | \$300.00 | \$258.84 | \$300.00 | 0 | \$300.00 | \$0 |
| 49 | Sheriff | False Alarm Fee-fourth offense & subsequent/each yr | \$108.56 | 0.3% | \$108.88 | 100.0% | \$105.00 | \$108.88 | \$105.00 | 0 | \$105.00 | \$0 |
| 50 | All Courts | Work Release (4) | \$52.60 | 0.3% | \$52.76 | 50.0% | \$25.00 | \$26.38 | \$25.00 | 5,250 | \$25.00 | \$0 |
| 51 | District Court | Civil ** | \$116.18 | 0.3% | \$116.53 | 50.0% | Varies | \$58.26 | Varies | 4,264 | Varies | \$0 |
| 52 | District Court | Pre-Sentence Reports | \$225.26 | 0.3% | \$225.94 | 100.0% | \$100.00 | \$225.94 | \$105.00 | 75 | \$100.00 | \$0 |
| 53 | District Court | Probation Oversight (per month) | \$118.63 | 0.3% | \$118.98 | 100.0% | \$35.00 | \$118.98 | \$36.00 | 5,220 | \$35.00 | \$0 |
| 54 | District Court | Criminal *** | \$0.00 | 0.3% | \$0.00 | 100.0% | Varies | \$0.00 | Varies | 1,579 | Varies | \$0 |
| 55 | District Court | Traffic **** | \$263.82 | 0.3% | \$264.61 | 50.0% | Varies | \$132.31 | Varies | 17,861 | Varies | \$0 |
| 56 | Circuit Court | Copies | \$3.84 | 0.3% | \$3.85 | 25.0% | \$1.50 | \$0.96 | \$1.50 | 25,000 | \$1.50 | \$0 |
| 57 | Circuit Court | Felony Case Costs | \$749.31 | 0.3% | \$751.56 | 100.0% | \$1,470.00 | \$751.56 | \$1,470.00 | 650 | \$1,470.00 | \$0 |
| 58 | Circuit Court | Show Cause - Probation | \$472.47 | 0.3% | \$473.89 | 100.0% | \$175.00 | \$473.89 | \$180.00 | 80 | \$180.00 | \$400 |
| 59 | Circuit Court | GTD Bench Warrants | \$150.00 | 0.3% | \$150.45 | 100.0% | \$150.00 | \$150.45 | \$150.00 | 50 | \$150.00 | \$0 |
| 60 | Family Division | Delinquency Court Costs | \$412.22 | 0.3% | \$413.45 | 100.0% | \$275.00 | \$413.45 | \$280.00 | 1,725 | \$280.00 | \$8,625 |
| 61 | Family Division | In-Home Detention | \$40.30 | 0.3% | \$40.42 | 0.0% | \$0.00 | \$0.00 | \$0.00 | 7,000 | \$0.00 | \$0 |
| 62 | Family Division | Intensive Probation | \$953.10 | 0.3% | \$955.96 | 0.0% | \$0.00 | \$0.00 | \$0.00 | 970 | \$0.00 | \$0 |
| 63 | Family Division | Regular Probation | \$157.90 | 0.3% | \$158.37 | 0.0% | \$0.00 | \$0.00 | \$0.00 | 5,292 | \$0.00 | \$0 |
| 64 | Family Division | Tether | \$138.69 | 0.3% | \$139.10 | 25.0% | \$31.00 | \$34.78 | \$32.00 | 2,625 | \$32.00 | \$2,625 |
| 65 | Family Division | Traffic | \$225.84 | 0.3% | \$226.52 | 50.0% | ticket fee schedule | \$113.26 | ticket fee schedule | 1,775 | ticket fee schedule | \$0 |
| 66 | Family Division | Traffic - Fail to Appear | \$106.21 | 0.3% | \$106.53 | 25.0% | \$26.00 | \$26.63 | \$26.00 | 355 | \$26.00 | \$0 |
| 67 | FOC | FOC Bench Warrants | \$682.05 | 0.3% | \$684.09 | 100.0% | \$275.00 | \$684.09 | \$280.00 | 1,000 | \$275.00 | \$0 |
| | TOTALS | | | | | | | | | | | \$27,149 |

* - Part of FOIA varies - \$5.00 per page for first two pages, \$1.00 per additional page after the first two pages (this includes Accident & Incident Reports, Proof of Incarceration, and Background Checks)

** Civil Fees are set by various State statutes

*** Criminal Court costs set at \$275/case (MCL 769.1k for authority to assess court costs)

**** Traffic Court costs cannot exceed \$100 (MCL 257.907)

(1) The Prisoner Reimbursement to the County Act was increased from a maximum of \$30 per day, to \$60 per day, as currently set forth in MCL 801.83. The reimbursement rate for the contracted beds with the Michigan Department of Corrections is currently set at \$36.00.

(2) As stated in MCL 55.265, the fee charged for performing a notarial act shall not be more than \$10.00 for an individual transaction or notarial act.

(3) As stated in MCL 28.422a, a local police or sheriff may charge up to \$1.00 for the cost of providing, to the owner, a copy of information that was entered in the pistol entry database.

(4) Courts ordering work release are encouraged to recognize that the cost of administering work release at the jail has been calculated at \$50.00 per day, but is charged at 50% of that amount, \$25/day, if paid in certain time. Sometimes, the Judge will order a different amount.

(5) As stated in MCL 445.483 (4) the fee cannot exceed \$50.00

2017 County Fees Analysis
 Law and Courts Committee

ATTACHMENT B

| Location of Service | Fee Description | 2016 Fee | Controller/ Department Recommend | Additional Revenue |
|---------------------|--|----------|----------------------------------|--------------------|
| Animal Control | Boarding Fee-Dangerous Animals | \$75.00 | \$76.00 | \$300 |
| Animal Control | Boarding Fee per day-others | \$33.00 | \$34.00 | \$1,900 |
| Animal Control | Dogs(under six years of age) | \$73.00 | \$74.00 | \$550 |
| Animal Control | Cats(under six years of age) | \$63.00 | \$64.00 | \$450 |
| Animal Control | Animal Redemption - 2nd offense | \$50.00 | \$51.00 | \$50 |
| Animal Control | Euthanasia Fee | \$125.00 | \$130.00 | \$250 |
| Animal Control | Owner Surrender | \$45.00 | \$46.00 | \$1,100 |
| Animal Control | Spay/neuter deposit-Owners redeeming pet | \$80.00 | \$81.00 | \$212 |
| Pros Atty | Diversion - Misdemeanor Offender | \$450.00 | \$455.00 | \$2,440 |
| Pros Atty | Diversion - Felony Offender | \$800.00 | \$805.00 | \$560 |
| Pros Atty | Costs for eligible convictions - Trial | \$230.00 | \$235.00 | \$55 |
| Jail | Day Rate (1) | \$53.66 | \$54.00 | \$7,632 |
| Sheriff | Costs for Command per hour | \$64.82 | \$65.01 | \$0 |
| Sheriff | Costs for Deputy per hour | \$58.14 | \$58.31 | \$0 |
| Sheriff/Em Mgt. | Cost Recovery Fee flat rate per indiv. | \$30.00 | \$31.00 | \$0 |
| Circuit Court | Show Cause - Probation | \$175.00 | \$180.00 | \$400 |
| Family Division | Delinquency Court Costs | \$275.00 | \$280.00 | \$8,625 |
| Family Division | Tether | \$31.00 | \$32.00 | \$2,625 |
| TOTALS | | | Total | \$27,149 |