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**LAW & COURTS COMMITTEE**  
MARK POLSDOFER, CHAIR  
GABRIELLE LAWRENCE  
VICTOR CELENTINO  
CHRIS TRUBAC  
IRENE CAHILL  
MYLES JOHNSON  
RANDY MAIVILLE  
MONICA SCHAFFER

**INGHAM COUNTY BOARD OF COMMISSIONERS**  
*P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264*

THE LAW & COURTS COMMITTEE WILL MEET ON THURSDAY, JUNE 13, 2024 AT 6:00 P.M., IN CONFERENCE ROOM A, HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING AND VIRTUALLY AT <https://ingham.zoom.us/j/81848426836>.

Agenda

Call to Order  
Approval of the [May 30, 2024 Minutes](#)  
Additions to the Agenda  
Limited Public Comment

1. Animal Control Shelter Advisory Committee – Interviews
2. Advance Peace – Advance Peace Update
3. Controller’s Office – Resolution to Authorize Adjustments to the [2024 Ingham County Budget](#)

Announcements  
Public Comment  
Adjournment

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

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

LAW & COURTS COMMITTEE

May 30, 2024

Draft Minutes

Members Present: Polsofer, Celentino, Trubac, Cahill, Johnson, Lawrence, Maiville, and Schafer.

Members Absent: None.

Others Present: John Dewane, Nicole Matusko, Steve Kwasnik, Angela DelVero, Jessica Shah, Melanie Smith, Paige Petrosky, Abigail Wilson, Kaitlin Fish, Sara Deprez, Holly Guild, Anonymous Speaker, Gregg Todd, Anika Ried and others.

The meeting was called to order by Chairperson Polsofer at 6:00 p.m. in Conference Room A of the Human Services Building, 5303 S. Cedar Street, Lansing, Michigan. Virtual Public participation was offered via Zoom at <https://ingham.zoom.us/j/81848426836>.

Approval of the May 16, 2024 Minutes

CHAIRPERSON POLSDOFER STATED, WITHOUT OBJECTION, THE MINUTES OF THE MAY 16, 2024 LAW & COURTS COMMITTEE MEETING WERE APPROVED AS SUBMITTED.

Additions to the Agenda

None.

Limited Public Comment

Steve Kwasnik, Ingham County Assistant Prosecuting Attorney (APA) and Prosecutor's Union President, stated that John Dewane, Ingham County Prosecutor, and Nicole Matusko, Chief Assistant Prosecutor, were also present. Kwasnik further stated they had sent an email of a video that had been put together regarding the crisis that the Prosecutor's Office was facing.

Kwasnik stated that Dewane and Matusko were interviewed in the video and one thing that struck them that Dewane said was that they were not there to get rich and it was a calling, so they wanted to talk about some of the good things and good feelings they had as APAs. Kwasnik further stated the work was not something they did to get rich and they had opportunities to sit down with victims and work with someone in crisis to get them some sort of justice.

Kwasnik stated it was not the end-all be-all of justice, and knew that people still had to go on with their lives. Kwasnik further stated when one was a victim of abuse and they looked in the mirror it was like they were blue and the abuse was like yellow dye all over them and they became green and so they had to go forward that way because the dye would never go away.

Kwasnik stated they got opportunities every day in the Prosecutor's Office to try to give people a little piece of getting back on track, and they were present because the people that were needed in the Prosecutor's Office were people they wanted to feel good about the job and they had to be able to keep them.

Angela DelVero, APA and Crimes Against Children Unit Chief, stated they had been a prosecutor for 20 years and worked in Livingston County for 18. DelVero further stated they were hired in January of 2021 and came to Ingham County because their elected employer in Livingston County had lost their election and there were only two Prosecutors left in Livingston County that were there prior to 2021.

DelVero stated they also came because Ingham County was close to their home and they wanted to work in a different prosecuting environment like Ingham County where it was much bigger and had a much different demographic. DelVero further stated they were hired specifically to work with crimes against children, but no doubt had taken a pay cut to come to Ingham County.

DelVero stated they were fortunate that the previous administration that hired them had likely come before the Law & Courts Committee to ask them to be hired at a higher step, and now they were a Unit Chief after one year. DelVero further stated they were the rare exception and it was important they came to talk about those with less experience and who were nowhere near as fortunate as themselves to be able to make up quite a bit of the pay cut they took in 2021.

DelVero stated it was important to know, as an office with so many more cases than Livingston County, the quality of work and expectations were no different. DelVero further stated they were expected to do the same quality of work at a much higher quantity and in Livingston County they made more money, had fewer cases, and had far more support.

DelVero provided examples of tasks they did not have to do when they worked in Livingston County and stated they needed to provide incentives for people to want to stay and that they needed people who had a calling for the work. DelVero further stated it was a hard job anywhere, but it was definitely hard somewhere that had a significant amount of crime, and something needed to happen during the next contract negotiations.

Jessica Shah, APA, stated they had been with Ingham County for about eight and a half years and almost did not make it to the meeting because they were stuck in court. Shah further stated they were present to emphasize how important it was to be competitive because it felt like they were currently on a sinking ship.

Shah stated they were a single mom and sole provider of two with a second job to supplement their income. Shah further stated their four-year-old had medical issues that required a feeding tube, but since they were working later, when they got home they would miss their child's feeding window.

Shah stated they were working so many hours it was becoming a detriment to their child's health and they could not even spend weekends with their children. Shah further stated they could not be both a good employee and good mom under the current conditions and knew they each had their own struggles, so anything that could be done to help was greatly appreciated.

Melanie Smith, APA, stated they had spoken to the Finance Committee and felt they needed to speak to the Law & Courts Committee as well about what was going on. Smith further stated that the past week was a prime example, as Monday had been Memorial Day, but half a dozen of their colleagues were at the office working and dealing with a mass shooting that occurred over the holiday.

Smith stated they were not surprised when they heard about the shooting, they were saddened, but not shocked because it was their day-to-day reality. Smith further provided examples of various tasks they dealt with on a daily basis day while other people were at home with their families.

Smith stated the work was a detriment to their own families and loved ones and it would be nice to feel recognized for the work they did.

Paige Petrosky, APA, stated they had just graduated from Law School a year and two weeks ago and had sought out the Ingham County because they had a mentor who was a prosecutor in Ingham County and they had encouraged them to seek a position. Petrosky further stated they knew they would have to learn fast in Ingham County and they leapt at the chance.

Petrosky stated they started working so soon after taking the bar they did not yet have their results, so they worked in Appellate Court until they did, and had been a docket attorney for the past seven months. Petrosky further stated that Ingham County had incredible attorneys, but under the strain of constant turnover, they would end up being the third or fourth attorney to handle a matter which had a big impact on cases.

Petrosky provided an overview of the average cases they saw in a week and stated that trying to balance the seesaw of cases was difficult on them. Petrosky further stated they cared about the job and the victims, but it was very difficult to know they could not always do their best because they were spread so thin.

Petrosky stated they wanted to do a great job and there were many other places they could pursue, but they came to Ingham County because they cared about the people and knew it would make them a better attorney, however it was incredibly hard when they were constantly scrambling. Petrosky further stated they had been going into the office very early in the mornings because they just did not have time, and even though they were hired in August of 2023, they already had seniority over six other attorneys.

Abigail Wilson, APA, stated it was important to highlight the strains on the community, that they grew up on the border between Ingham and Clinton Counties, and this was not the Ingham County they grew up in. Wilson further stated they had seen a rise in violent juvenile crimes and they were seeing people they went to high school with coming through their cases.

Wilson stated that as Prosecutors they not only punished crimes, but they helped people as well and the goal of misdemeanors was to get people back on the right track, but with the overwhelming work flow, it was difficult to keep those cases on track, and there were things that were slipping through the cracks. Wilson further stated that a few years later someone would be back in court with a more severe crime because they were not getting the help they needed on the back end.

Wilson stated that Prosecutors were there to help defendants and the community, so making sure they were fully staffed was important to the safety of the community, especially as they were reaching a pivotal moment. Wilson further stated they knew the thought of more money for individual attorneys and violent crime seemed incredibly tenuous, but they promised it was there because if they had the people to handle it, then the violent crime rate would go down.

Wilson stated they wanted to see the community get back on track and that many Prosecutors would be happy if they did not have a job tomorrow because there was no more crime, however that was not the way the community was going and they needed more help.

Dewane stated they wanted to tell all their APA's they were proud and knew they were underpaid and continued to have to do more work with less utilities and money. Dewane further stated they lost an APA about every 45 days since they took office in 2022, and they could not run an office like that.

Dewane stated they would be asking for more money, doing some different steps, and that this was not just an issue in Ingham County, but across Michigan. Dewane further stated that public safety was number one, but making sure citizens were safe started with their staff, and they would be coming before the Board of Commissioners with more details.

Dewane stated they were present to support their APAs as they were on the front lines, making sure constituents were safe.

Matusko stated that they were asking attorneys that had less than two years of experience to handle the County's most serious cases just because their office was young. Matusko further stated they were down two positions and they had a consistent opening since 2022.

Matusko stated they currently only had one applicant with one year of experience, who had not returned their calls. Matusko further stated the job opening had been up for about a month and they were just waiting for applicants.

Matusko stated it was hard to hear what their APAs were saying and stated they were not naive to the fact that the APAs were working more than 40 hours a week because they cared. Matusko further stated they tried to set guidelines and timelines for work, but they had APAs in court until 6:00 p.m., sometimes four days a week, and they could not ask them to do more.

Matusko stated they supported their APAs and it was hard to hear as there was not a lot they could do, but they needed to retain their employees.

Dewane stated that the Judges wanted Prosecutors in court four days a week but they could not staff that. Dewane further stated they needed to think how they would retain employees and that when they had come to the Prosecutor's Office 24 years ago, there had been a pension, but now there was no carrot to stay anymore.

Commissioner Lawrence stated they totally believed what had been said but wanted to point out there was a shortage of attorneys' period. Commissioner Lawrence further asked how many attorneys worked in the office.

Dewane stated there were 32.

Commissioner Lawrence asked if they were all a members of a bargaining unit.

Matusko stated all except themselves and Dewane.

Commissioner Lawrence asked if any of the APAs were leaving for private practice.

Discussion ensued regarding where APAs were being lost.

Matusko stated they did not think they had lost anyone to private practice.

Discussion.

Commissioner Lawrence asked if they had legal assistants.

Matusko stated they had one legal assistant who helped the Appellate Division.

Discussion.

Commissioner Lawrence asked when the contract was actually being negotiated.

Gregg Todd, Controller, stated they did not have a time scheduled yet, but it would be during the summer.

Discussion.

Dewane stated the Prosecutor's Office was County funded not State funded and the Public Defender's Office had resources they did not have.

Discussion ensued regarding what the Prosecutor's Office was currently doing to ease their struggles.

Commissioner Johnson asked if the Prosecutor's Office had a list of resources outside of pay that would be helpful.

Dewane stated they needed paralegals and staff to assist the APAs, and increasing their pay would assist in retention.

**Chairperson Polsdofer stated they would like to see a discussion of the Prosecutor's Office added as an agenda item for the next Law & Courts Committee meeting.**

A member of the public who requested to remain anonymous stated that Wilson was the only individual that spoke and talked about what was real, and that every other individual only talked about money. The anonymous speaker further stated Wilson talked about the key issue, which was what could be done to rehabilitate people on their first offenses so they did not have the work of a second or third offense.

The anonymous speaker gave a hats off to Commissioner Lawrence because they went straight to the issue of the money and that someone stated they had insufficient help and they were not used to doing their own motions. The anonymous speaker further stated they were computer illiterate but could still use Artificial Intelligence (AI) to do a motion in a heartbeat and it was standard to file a motion for enlargement of time.

The anonymous speaker stated that the University of Michigan (UofM) Law School and Michigan State University (MSU) Law School had many students and they should give those individuals jobs. The anonymous speaker further stated that everyone wanted more money in their pockets and as a taxpayer, they were not in favor of that.

The anonymous speaker stated that more money would not make less work, that the work needed to be spread out, and they needed to negotiate crimes and focus on prevention of crimes. The anonymous speaker further stated they were a part of Nation Outside and Citizens for Prison Reform.

The anonymous speaker stated that they should work on rehabilitating people instead of imprisoning them, and they should work toward mandatory rehabilitation programs and people should either be in those programs or go to jail. The anonymous speaker further stated there must be a way around all the work.

The anonymous speaker stated they wanted to talk about more money in the Prosecutor's Office, but what about more money for activities for the children that ran around with nothing to do. The anonymous speaker further stated that an idle mind was the devils workshop, so they should give the young adults something active to do.

The anonymous speaker stated they were 70 years old and could remember Mystic Lake YMCA and countless other programs, and that they had attended MSU summer programs at the age of 15. The anonymous speaker further stated that they should do something with their minds rather than endorsing the youth playing video games of killing people, and stated it did not matter who they were because their message was heard.

Sara Deprez, 30<sup>th</sup> Circuit Court Juvenile Programs Director, introduced Kaitlin Fish, 30<sup>th</sup> Circuit Court Family Division Attorney Referee, and stated they were excited to have them on staff and that Fish was no stranger to the Juvenile Division.

Fish stated they were excited to be there and that two weeks in everything had been so far so good.

Todd stated that Fish was the reason for Agenda Item No. 2.

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

1. Sheriff's Office – Resolution to Allow the Ingham County Sheriff's Office to Purchase a Havis Transport Van Insert
2. Circuit Court – Resolution to Authorize Contracts for Lawyer Guardian Ad Litem Representation
3. Community Corrections – Resolution to Authorize a Pilot Skilled Trades Treatment Program through Community Corrections and in Partnership with the Greater Michigan Construction Academy

THE MOTION CARRIED UNANIMOUSLY.

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

4. Animal Control and Shelter – Resolution to Authorize the Creation of an Animal Care Manager Position within the Ingham County Animal Control and Shelters

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

Commissioner Schafer stated they had all just gone through some different things with the Human Resources (HR) Department and that this resolution was similar, as well as just having listened to all the other needs that were coming before them. Commissioner Schafer further stated she knew they would be going into the budget process, and understood the added position was probably funded through the Animal Control and Shelter Millage.

Commissioner Schafer stated that she regretted at the last Law & Courts Committee meeting that they did not take a look at the five percent increase that was done on the animal welfare. Commissioner Schafer further stated there was so much extra funding available and they had \$1.4 million of available Fund Balance at the end of 2023 and they would have \$1.8 million at the end of 2024, yet they increased the rates five percent.

Commissioner Schafer stated one of the Commissioners had discussed pet adoptions and the prices that were increased, but they increased everything by five percent and they had a surplus in the Fund Balance, yet they were not giving it back to the people.

Commissioner Schafer stated she regretted voting for it and not bringing it up. Commissioner Schafer further stated if they were expanding because they had the funding, then she did not think they needed to expand, as they already had a robust Animal Control Department and if anything they could give relaxation to voters and not collect the Millage for one year or even look into the potential of the Fair that needed funding.

**Commissioner Schafer asked if there was any way to use some funding from the Animal Control and Shelter Millage for the animals of the Fair.** Commissioner Schafer further stated she did know if they kept expanding and using the funding that people were so gracious to give them and kept increasing the permit prices, they were giving them funding and Millages and they were just increasing the prices of permits and pulling more money out of them.

Commissioner Schafer stated she was in favor of sitting back, taking a look at where they were at, keeping growth where it was at, that they should focus on quality not quantity of services, and maybe give the County relief for a year and not collect.

Commissioner Lawrence asked what the funding source for the position was.

Todd stated it was a Millage surplus.

Commissioner Celentino stated they understood what Commissioner Schafer was saying because the County was looking at a lot of positions, but this position would be funded through the dedicated Millage that was approved by the people in the County, and that Ingham County had a history of lowering Millages. Commissioner Celentino further stated the Millage was originally done to build an animal shelter and then they renewed it with different language in its current fashion, which was to create programs and positions that would enhance the Animal Control and Shelter.

Commissioner Celentino stated they looked at fees across the board at every single department. Commissioner Celentino further stated a Millage was dedicated to certain things and you could not use it for things that did not fall under the language, but the proposed position did fall under the Millage language, and was different than the HR proposal.

Commissioner Trubac stated when the Millage was on the ballot in 2022, they reduced the Millage rate and people were eager to support it, so it passed broadly because people were proud of the work the Animal Control Department did. Commissioner Trubac further stated they were expected to make wise decisions with the funding and they continued to run the Animal Control Department as efficiently as possible, so it was a reasonable request and reduced the supervisory burdens of the Deputy Director.

Commissioner Trubac stated that animal care was an area where they should have somebody coordinating who could focus on that specific area rather than having someone juggle, so it made a lot of sense to silo it out to another.

Commissioner Maiville stated he was in support, but his only heartache was they were now funding a lot more regular line jobs at the Animal Shelter and Animal Control through the Millage while it was a statutory responsibility of the County. Commissioner Maiville further stated they were pleased that a new Director was hired and they were trying to shift from a law enforcement side to the animal shelter side, and with the resolution being in line with that, he would be in support.

Commissioner Maiville reiterated his only heartache was that the Animal Control and Shelter was being funded more and more through Millage funds rather than General Funds as it was a statutory requirement that the County provided it.

Discussion.

Commissioner Cahill stated that people they had met were very supportive of Animal Control and they had adopted another dog from the shelter. Commissioner Cahill further stated they were impressed that the shelter did not use plastic bags to pick up dog waste, which was a big savings for the County that they composted it.

Holly Guild, Animal Control Director, stated that they understood the importance of being fiscally responsible and to get everything out of every dollar. Guild further stated they did have a seventh Animal Control Officer position open, but they had already agreed they would leave it for the next budget year to save money.

Guild stated the proposed position was very important for their daily operations and they were lucky to provide the services they did. Guild further stated that having a mid-level position with boots on the ground would help free up time to work on behavior modification for animals, so they could avoid euthanizing them.



Guild stated it was very important to those in the County that every animal got every opportunity and they did not have much mid-level management, so they needed someone to keep track of all the daily data because the shorter span of time an animal was in their shelter, the less money they cost them.

THE MOTION TO APPROVE THE RESOLUTION CARRIED.

**Yeas:** Polsdofer, Celentino, Trubac, Cahill, Johnson, Lawrence, Maiville.

**Nays:** Schafer.      **Absent:** None.

#### Announcements

Commissioner Maiville stated that in the past, he knew they had a hard time recruiting and maintaining medical professionals and they had taken an accelerated course of action to address those and asked if they would do that with the Prosecutor's Office or let it play out during contracts.

Todd stated it would be preferential to do it through the contract process because they had 21 bargaining units and if they accelerated one it might set a precedent if they were under pressure. Todd further stated they assumed they would hear similar arguments from other units and they would prefer to follow process.

Commissioner Maiville stated he was concerned to hear the comment about the new APA who had been at the Prosecutor's Office less than a year and already had seniority over six others. Commissioner Maiville further stated they knew the Public Defender's Office had an immense amount of roll out because there was some inequity, but the level of experience at the Prosecutor's Office was alarming.

**Commissioner Schafer stated she would like a discussion about the Prosecutor's Office on the agenda at the next Law & Courts Committee meeting.** Commissioner Schafer further stated, to the anonymous speaker that spoke about rehabilitation, the Specialty Court Coalition Resource Book was presented by the Judges of Ingham County and that the County was one of the strongest for rehabilitation options.

Commissioner Schafer stated that when she sat in Specialty Court, the Judges were all present and had taken their time with all the rehabilitation they offered. Commissioner Schafer further stated the Judges were doing their due diligence and she looked forward to a discussion.

#### Public Comment:

None.

#### Adjournment

The meeting was adjourned at 6:55 p.m.

**JUNE 13, 2024 LAW & COURTS AGENDA  
STAFF REVIEW SUMMARY**

**RESOLUTION ACTION ITEMS:**

The Controller recommends approval of the following resolutions:

**3.     Controller's Office – *Resolution to Authorize Adjustments to the 2024 Ingham County Budget***

This resolution authorizes first quarter 2024 budget adjustments.

See memo for details.

***Additional Items:***

- 1.     Animal Control Shelter Advisory Committee – *Interviews***
- 2.     Advance Peace – *Update***

TO: Finance and Liaison Committees

FROM: Michael A. Townsend, Budget Director

DATE: June 6, 2024

RE: First Quarter 2024 Budget Adjustments, Contingency Fund Update

Enclosed please find the recommended adjustments to the Ingham County budget for the first quarter of fiscal year 2024. The total increase to the General Fund is \$111,541.

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

The majority of adjustments this quarter are reappropriations of funds budgeted but not spent in 2023. Some of the larger projects are as follows:

- VMC/GPB Parking Lot Replacement - \$164,500
- FCHC RTU#4,#7,#9 Replacement - \$170,000
- Circuit Court Courtroom Technology - \$217,889
- Circuit Court Imaging/Scanning Project - \$330,281
- Circuit Court Juvenile Parking Lot ICFC Project - \$317,750
- Circuit Court Juvenile Parking Lot Project - \$225,000
- Clerk Imaging/Scanning Project - \$236,432
- IT Department Hardware - \$342,000
- IT Department Consulting - \$118,000
- IT Department Maintenance - \$262,000
- Retaining Wall Lake Lansing Project - \$598,939

In the General Fund, \$21,291 re-appropriated for meeting room AV upgrades not spent in 2023. There is also an additional \$25,000 being carried over for this project in the Public Improvement Fund. The Controller's Office, on behalf of Environmental Affairs Commission is requesting \$68,500 be rolled over from 2023 and Animal Control is requesting that \$20,000 for a vehicle not purchased in 2023. The use of fund balance uncommitted will be increased to balance these changes.

Also included is an update of contingency fund spending so far this year. The current contingency amount is \$176,784. The attached document details how the Board has allocated the contingency funds throughout the year, beginning with a balance of \$350,000.

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

2024 CONTINGENCY

<b>Adopted Contingency Amount</b>	<b>\$350,000</b>
R23-574: Additional funding for Community Agency	-\$65,049
R23-517: Additional Funding for Prosecutor's Office PbK Software Integration and Service	-\$42,000
R24-049: Funding for the Broadband State Mapping Outreach	-\$7,500
R24-132: Funding for Maner Costerisan Audit Help	-\$30,000
R24-223: Funding for Sherriff Purchase of Ford Explorer	-\$28,667
<b>Current Contingency Amount</b>	<b>\$176,784</b>

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE ADJUSTMENTS TO THE 2024 INGHAM COUNTY BUDGET**

WHEREAS, the Board of Commissioners adopted the 2024 Budget on October 24, 2023 and has authorized certain amendments since that time, and it is now necessary to make some adjustments as a result of updated revenue and expenditure projections, fund transfers, reappropriations, accounting and contractual changes, errors and omissions, and additional appropriation needs; and

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

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

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

<u>FUND</u>	<u>DESCRIPTION</u>	<u>2024 BUDGET 03/12/24</u>	<u>PROPOSED CHANGES</u>	<u>PROPOSED BUDGET</u>
101	General Fund	\$103,059,026	111,541	\$103,170,567
208	Parks	\$3,004,384	169,461	\$3,173,845
215	Friend of Court	\$7,275,387	32,730	\$7,308,117
228	Trails & Parks Millage	\$1,239,445	676,947	\$1,916,392
245	Public Improvements	\$1,396,000	941,545	\$2,337,545
264	Juvenile Justice Millage	\$6,623,481	542,750	\$7,166,231
595	Jail Commissary Fund	\$698,691	26,465	\$725,156
636	Innovation & Technology	\$6,404,796	1,113,957	\$7,518,753
639	Drain Revolving	\$2,571,474	144,000	\$2,715,474
664	Mach. & Equip. Revolving	\$1,155,800	1,274,106	\$2,429,906

**GENERAL FUND REVENUES**

	<u>2024 Budget –</u> <u>03/12/24</u>	<u>Proposed</u> <u>Changes</u>	<u>2024 Proposed</u> <u>Budget</u>
<b>Tax Revenues</b>			
County Property Tax	64,435,121	0	64,435,121
Property Tax Adjustments	(175,000)	0	(175,000)
IFT/CFT	275,000	0	275,000
Trailer Fee Tax/Other	186,000	0	186,000
<b>Intergovernmental Transfers</b>			
State Revenue Sharing	7,975,470	0	7,975,470
Convention/Tourism Tax - Liquor	1,980,804	0	1,980,804
Cigarette/Marijuana/SPP Tax	2,575,000	0	2,575,000
Court Equity Funding	1,200,000	0	1,200,000
Personal Property Tax Replacement	575,000	0	575,000
Use of Fund Balance – Uncommitted	63,000	109,791	172,791
<b>Department Generated Revenue</b>			
Animal Control	1,781,693	0	1,781,693
Circuit Court - Family Division	1,423,064	0	1,423,064
Circuit Court - Friend of the Court	728,207	0	728,207
Circuit Court - General Trial	1,646,046	0	1,646,046
Controller	0	0	0
Cooperative Extension	2,500	0	2,500
County Clerk	1,019,950	1,750	1,021,700
District Court	1,463,898	0	1,463,898
Drain Commissioner/Drain Tax	495,500	0	495,500
Economic Development	46,650	0	46,650
Elections	67,100	0	67,100
Homeland Security/Emergency Ops	56,000	0	56,000
Equalization /Tax Mapping	10,100	0	10,100
Facilities	0	0	0
Financial Services	75,285	0	75,285
Health Department	0	0	0
Human Resources	56,249	0	56,249
Probate Court	465,877	0	465,877
Prosecuting Attorney	826,665	0	826,665
Register of Deeds	3,018,000	0	3,018,000
Remonumentation Grant	85,000	0	85,000

Sheriff	4,759,356	0	4,759,356
Treasurer	5,214,025	0	5,214,025
Tri-County Regional Planning	63,582	0	63,582
Veteran Affairs	663,884	0	663,884
<b>Total General Fund Revenues</b>	<b>103,059,026</b>	<b>111,541</b>	<b>103,170,567</b>

**GENERAL FUND EXPENDITURES**

	<u>2024 Budget – 03/12/24</u>	<u>Proposed Changes</u>	<u>2024 Proposed Budget</u>
Board of Commissioners	813,603	21,291	834,894
Circuit Court - General Trial	8,421,579	0	8,421,579
District Court	3,998,356	0	3,998,356
Circuit Court - Friend of the Court	1,871,783	0	1,871,783
Jury Board	1,190	0	1,190
Probate Court	2,328,366	0	2,328,366
Circuit Court - Family Division	6,700,849	0	6,700,849
Jury Selection	202,384	0	202,384
Elections	725,712	0	725,712
Financial Services	1,919,813	0	1,919,813
County Attorney	519,985	0	519,985
County Clerk	1,604,222	1,750	1,605,972
Controller	1,125,934	0	1,125,934
Equalization/Tax Services	874,676	0	874,676
Human Resources	1,118,517	0	1,118,517
Prosecuting Attorney	9,219,282	0	9,219,282
Public Defender	1,120,201	0	1,120,201
Purchasing	424,167	0	424,167
Facilities	2,427,497	0	2,427,497
Register of Deeds	1,105,519	0	1,105,519
Remonumentation Grant	85,000	0	85,000
Treasurer	1,248,462	0	1,248,462
Drain Commissioner	1,369,878	0	1,369,878
Economic Development	105,000	0	105,000
Community Agencies	430,049	0	430,049
Ingham Conservation District Court	10,000	0	10,000
Equal Opportunity Committee	500	0	500
Women’s Commission	500	0	500
Historical Commission	500	0	500
Tri-County Regional Planning	112,491	0	112,491
Jail Maintenance	231,712	0	231,712
Sheriff	27,688,266	0	27,688,266

Metro Squad	31,057	0	31,057
Community Corrections	91,591	0	91,591
Animal Control	3,456,764	20,000	3,476,764
Emergency Operations	392,852	0	392,852
Board of Public Works	300	0	300
Drain Tax at Large	889,579	0	889,579
Health Department	8,048,272	0	8,048,272
CHC	5,214,644	0	5,214,644
Jail Medical	0	0	0
Medical Examiner	812,286	0	812,286
Substance Abuse	993,647	0	993,647
Community Mental Health	2,449,194	0	2,449,194
Department of Human Services	1,975,712	0	1,975,712
Tri-County Aging	76,048	0	76,048
Veterans Affairs	1,046,667	0	1,046,667
Cooperative Extension	458,968	0	458,968
Parks and Recreation	2,058,610	0	2,058,610
Contingency Reserves	234,451	0	234,451
Attrition	-3,584,477		-3,584,477
Legal Aid	19,000	0	19,000
Environmental Affairs	500	68,500	69,000
2-1-1 Project	45,750	0	45,750
Community Coalition for Youth	25,000	0	25,000
Capital Improvements	1,516,618	0	1,516,618
American Rescue Funds	-1,000,000	0	-1,000,000
<b>Total General Fund Expenditures</b>	<b>103,059,026</b>	<b>111,541</b>	<b>103,170,567</b>

**General Fund Revenues**

Use of Fund Balance                      Increase to offset shortages of \$109,791.

**General Fund Expenditures**

Board of Commissioners                      Re-appropriate meeting room AV upgrades project general fund portion of \$21,291.

Clerk    To appropriate additional funds and set up expense received by the County Clerk. (\$1,750)



Environmental Affairs Re-appropriate funds designed for the energy audit and re-designated them for energy efficiency improvements and saving projects (\$68,500).

Animal Control To appropriate \$20,000 for vehicle budgeted in 2023 but not purchased.

**Non-General Fund Adjustments**

Parks (F208) Re-appropriate funds for the following 2021 CIP projects: Burchfield Dirt School (\$28,101), 2022 CIP projects: Burchfield Pineknoll Roof (\$9,700), HI Dog Park Dock (\$10,459), Bunker Road Landing R21-379 (\$98,201), 2023 CIP projects: 5 Year Stewardship Plan (\$23,000)

Friend of Court (F215) Re-appropriate funds for the following CIP projects; Reinforcement of Doors (\$12,730) for CIP 2018 and Vehicle (\$20,000) from 2019.

Trails & Parks Millage (F228) Re-appropriate remaining funds for Trails & Parks projects Re-appropriate funds for 2019 CIP projects, Crack Seal Lake Lansing (\$7,185), Retaining Wall Lake Lansing South (\$598,939), CIP 2020 projects: Lake Lansing North Maintenance Facility (\$23,209), and CIP 2021 projects: Lake Lansing Boat Launch Improvements (\$10,514) Re-appropriate funds for 2023 Burchfield Re-Roofing (\$33,800). To set up revenue and expense for insurance proceeds. (\$3,300)

Public Improvement (F245) Re-appropriate funds for gravel road maintenance Lake Lansing South (\$7,000) and Burchfield (\$7,000). Concrete Replacement Mason (\$48,000). Re-appropriate funds for 2020 CIP: VMC Gate (\$35,000), Mason Courthouse Door Refinishing (\$18,000), and Mason Courthouse Swing Gates (\$5,000). Re-appropriate funds for 2021 CIP: Ingham County Family Center Fire Panel Assessment (\$8,000). Re-appropriate 2022 CIP Projects: CC Pretrial Services Officer Reconfiguration (\$65,569), CC Jury Assembly Room Improvements (\$75,000), VMC/GPB Parking Lot Replacement (\$164,500), FCHC RTU#4,#7,#9 Replacement (\$170,000), ICFC RTU MAU Replacements (\$1,300). Re-appropriate 2023 CIP Projects: HSB Door 1 Replacement (\$12,071), VMC Lower Garage Ramp (\$50,000), HSB Sidewalk Repair (\$25,000), Hilliard Concrete

Replacement (\$35,000), Hilliard Fire Alarm (\$32,082), Hilliard Park Lot Replacement (\$141,500), Hilliard Office Carpet (\$16,523). Meeting Room AV Upgrades (\$25,000).

Juvenile Justice Millage  
(F264)

Change funding for the Family Court 2022 Imaging  
Re-appropriate funds for following CIP 2022 projects: Circuit Court Juvenile Parking Lot ICFC (\$317,750), CC Juvenile Parking Lot (\$225,000)

Jail Commissary Fund  
(F595)

Re-appropriate funds for the following projects for Circuit Court; Floor Key Card Access, Court Room Gates, and Main Interior Security Door (\$6,465). Re-appropriate funds for the following project for Jail; Kitchen Tray Conveyor Replacement (\$20,000).

Innovation & Technology  
(F636)

Re-appropriate remaining funds for the following projects: Probate Court scanning project (\$39,525) approved by 2014 capital budget and Resolution 11-120 and Clerk imaging project (\$236,432) approved by the 2014 – 2017 CIP and Resolution 13-199. Re-appropriate unspent network funds for the following projects budgeted but not completed in 2023; Hardware (\$342,000), Microsoft Licensing (\$66,000), Maintenance (\$262,000), Consulting (\$118,000), Misc. (\$37,000) and Wiring Project (\$13,000).

Drain Office  
(F639)

Re-appropriate remaining funds for the following projects: Computer Replacement (\$20,000), Drain Camera (\$20,000), Hydro Hoe (\$33,215), Overhead Garage Door (\$17,000), Community Security Cameras (\$16,000), Garage Walls (\$13,785) from 2020 CIP. Tractor and Wheel Kit (\$24,000)

Mach./Equip. Revolving  
(F664)

Re-appropriate Circuit Court's imaging/scanning project (\$330,281), and E-filing software (\$10,000) from CIP 2014 and R18-190, courtroom tech replacements (\$10,923), and phonic ear (\$750) from 2017. Courtroom Technology Replacements (\$217,889), Document Management System (\$50,000), Projectors Jury Room (\$6,860) from 2019. Equalization's Software for Online Mapping (\$4,118) District Court's Backup Audio System (\$7,210) from 2019. FOC Scanner (\$7,500) from 2019. Probate Court E Filing Case (\$30,000), Courtroom Updates (\$48,160), 2020 CIP Courtroom Gates (\$10,000), and Clerk's Electric

Document System (\$30,000), To re-appropriate (\$44,798) for scanners Re-appropriate 2019 CIP: County Wide Fall Protection (\$24,431), Mason Courthouse Client Room Tables (\$8,000), and Veterans Affairs Transportation Vehicle (\$17,115). Re-appropriate 2020 CIP Projects: VMC/GPB Tracer Upgrades (\$15,000), VMC Exterior Cameras (\$20,000), Re-appropriate 2021 CIP Projects: District Court Ballistic Vest (\$3,625), Re-appropriate 2022 CIP Projects: CC Pretrial Services Officer Reconfiguration (\$34,431), Drain Scanner (\$15,000), AC Security Cameras (\$12,147), 55<sup>th</sup> DC FTR Upgrade (\$19,565), HSB Server Liebert (\$5,550), Plow Salt Truck (\$28,600).  
Re-appropriate 2023 CIP Projects: Financial Software Replacement (\$262,153),