

John F. Fuentes
County Administrator/Controller

Todd J. Campbell
Deputy Administrator



Kate Rademacher
Finance Director

100 E. State Street, Suite 2100
St. Johns, Michigan 48879
(989) 224-5120 • Fax: (989) 224-5102
www.clinton-county.org

**WAYS AND MEANS COMMITTEE
APRIL 16, 2026 AT 9:00 A.M.
CLINTON COUNTY COURTHOUSE
BOARD OF COMMISSIONERS ROOM
100 EAST STATE STREET, ST. JOHNS, MI 48879**

1	9:00	CALL TO ORDER, ADDITIONS TO THE AGENDA
2	9:02	LIMITED PUBLIC COMMENTS (LIMIT OF 3 MINUTES PER SPEAKER)
3	9:05	PROSECUTOR UPDATE (DEBRA MARTINEZ)
4	9:20	SHERIFF (SEAN DUSH): A) SPACE USE AGREEMENT B) CAPITAL REQUEST - NO ATTACHMENT
5	9:30	RESOLUTION AUTHORIZING BALLOT PROPOSAL FOR SEPARATE TAX LIMITATION (DEB SUTHERLAND)
6	9:40	LANSING ECONOMIC AREA PARTNERSHIP – QUARTERLY UPDATE (DEVON PINGEL)
7	9:50	EQUALIZATION – RESOLUTION FOR ADOPTION OF COUNTY EQUALIZATION & APPT OF REPS AT STATE EQUALIZATION (ERIC HARGER)
8	10:00	PARKS AND GREEN SPACE DEPT – RECREATION PASSPORT GRANT AGREEMENT AND RESOLUTION APPROVAL (KYLE THORNTON)
9	10:10	FACILITY AND FLEET SERVICES (ROB WOOTEN): A) FAIRGROUNDS ELECTRICAL IMPROVEMENTS CIP PROJECT B) JANITORIAL SERVICES CONTRACT C) JAIL REMODEL OWNERS REP SERVICES RFP
10	10:25	ANIMAL CONTROL ORDINANCE UPDATE (ADMINISTRATION) - NO ATTACHMENT
11	10:35	PLANNING UPDATE (LYNN WILSON) - NO ATTACHMENT
12	10:45	PLANNING AND ZONING COST INFORMATION (ADMINISTRATION)
13	10:55	QUARTERLY BUDGET UPDATE (ADMINISTRATION)
14	11:00	<i>CLOSED SESSION: TO CONSIDER A CONFIDENTIAL WRITTEN LEGAL OPINION AS PERMITTED UNDER THE MICHIGAN OPEN MEETINGS ACT, MCL 15.268 (h) – NO ATTACHMENT</i>
15	11:15	MAY 2026 OPEN MEETINGS AND EVENTS CALENDAR (ADMINISTRATION)
16	11:20	ACCOUNTS PAYABLE INVOICES PAID TOTALS
17	11:25	COMMISSIONERS’ COMMENTS
18	11:30	ADMINISTRATOR’S REPORT
19	11:35	ANY OTHER BUSINESS
MEETING STARTS PROMPTLY AT CALL TO ORDER TIME LISTED. AGENDA ITEM TIMES MAY VARY		

LINK to County YouTube Channel: <https://www.youtube.com/@ClintonCounty-MI>

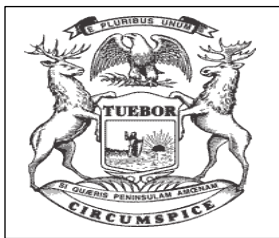
PACKET INFORMATION IS CURRENT AS OF POSTING DATE. **NOTE:** ADDITIONAL INFORMATION MAY BE PRESENTED ON SCHEDULED AGENDA ITEMS. AGENDA ITEMS MAY ALSO BE ADDED DUE TO BUSINESS NEEDS.

TO REQUEST ACCOMMODATIONS OR MATERIALS IN AN ALTERNATIVE FORMAT, PLEASE CONTACT ADMINISTRATIVE SERVICES AT 989-224-5120 OR VIA EMAIL AT ADMIN@CLINTON-COUNTY.ORG NO LATER THAN 48 HOURS PRIOR TO THE MEETING.

**OFFICE OF THE PROSECUTING ATTORNEY
CLINTON COUNTY, MICHIGAN**

**TONY SPAGNUOLO
PROSECUTING ATTORNEY**

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Chief Assistant Prosecuting Attorney
Debra R. Martinez

Deputy Chief Assistant Prosecuting Attorney
Erin E. Housefield

Assistant Prosecuting Attorneys
Ryan E. Madar
Samantha K. Totten

Victim/Witness Coordinator
Kasey Heckman

**TO: Clinton County Human Resources Committee
John Fuentes, County Administrator/Controller**

**FROM: Tony Spagnuolo, Prosecuting Attorney
Debra Martinez, Chief Assistant Prosecuting Attorney**

DATE: April 7, 2026

RE: Clinton County Prosecuting Attorney Update

Background

In November 2024, it was mutually agreed by both the Committee and the Clinton County Prosecutor's Office (CCPO) that periodic updates and attendance from CCPO at committee meetings would further enhance the relationship and overall communication with the Committee about challenges, progress, and successes experienced by CCPO.

Staffing

Assistant Prosecutors (APAs)

Presently, CCPO has 4 of 6 APA positions filled. Since the last update to the Committee in May of 2025, CCPO was briefly able to reach APA capacity. However, this could not be sustained and CCPO continues to search for qualified candidates who are passionate about public service and the duties (and demands) of the role. For now, APAs have divided extra duties to maintain court coverage. While this creates significant strain on workloads and some scheduling difficulties, the current staff has shown tremendous teamwork and resilience in managing cases until the open positions can be filled.

Did You Know? CCPO is often tasked to handle non-criminal matters including assignments by the Circuit Court to represent petitioners at personal protection order proceedings, show cause hearings on behalf of Animal Control for dangerous animals, and formal hearings on civil infraction tickets.

New Hire - In November 2025, CCPO hired APA Samantha Totten, a former Clinton County Prosecuting Attorney's Association of Michigan (PAAM) intern, and later an independent full-time intern in the office. Sam has been exceeding expectations covering the District Court docket assigned to Judge Stevens and recently handled her first circuit court matter.

New Hire – On April 6, 2026, Lee McCallister began employment as CCPO's investigator. With decades of law enforcement/investigatory experience Lee will be a tremendous asset in assisting on cases and trial preparation.

Karpel Statistics: Staff continues to learn the capabilities of capturing statistical data from Karpel, CCPO's case management software instituted in April of 2025. For the first quarter of 2026, the following is a sample of available data:

Criminal cases issued: 279 (felony and misdemeanor)

Hot spots for criminal cases: Dewitt Twp (77), Bath Twp (40), Watertown Twp (26), City of St. Johns (25), Eagle Twp (19).

CORE Training: In December 2025, CCPO presented 7 hours over two days to law enforcement officers from every department in Clinton County as annual training. Topics were specific to local trends and practices, including: requirements for warrant request submissions; investigating deaths or injuries due to intoxicated drivers; levels of fleeing and eluding crimes and evidence to sustain each level; investigating crimes with child victims or witnesses; testifying in court; CCPO resolution of cases, and open communication between county partners on needs, frustrations, and successes.

CAPA Martinez Elected to State Bar of Michigan Criminal Law Advisory Board: In October of 2025, CAPA Debra Martinez was elected to serve as an advisor to the State Bar on criminal matters including proposed amendments to legislation/laws, revisions to jury instructions, and other matters that impact prosecutors and criminal defense attorneys across the State of Michigan.

APA Ryan Madar Manages Two Circuit Court Dockets: APA Ryan Madar continues to balance the demands of managing the dockets of both Judge Schlegel and Judge Barkman. Ryan has represented the People in two felony trials and is scheduled for a third trial this month. Ryan has shown a tremendous work ethic managing both dockets at the same time until CCPO becomes fully staffed.

Victim Services

Along with their other duties ensuring victims receive their rights protected by the William Van Regenmorter Crime Victim's Rights Act, CCPO Victim Advocates Kasey Heckman and Becky Miller continue to support victims by assistance with applications to Michigan's Crime Victims Compensation Fund (CVCF). The monetary awards assist to ease the burden of those impacted by crime. Since the last update, Kasey and Becky have assisted victims to recoup approximately **\$60,000.00** in funds.

April 19-25, 2026, is National Crime Victims' Rights Week. Becky and Kasey have designed and developed paper placemats for use by local restaurants to spread awareness of help and resources those who may be victims of crime in our communities. The design is attached to this report. Connections to local restaurants who may be willing to support this endeavor with free paper placemats to use for the week are appreciated!

Skill Development

CCPO continues to engage in ongoing legal education to grow in skill and experience and stay current to learn how to better litigate, support victims, and work with our law enforcement partners in all types of criminal cases:

September 23-24, 2025, Felony Trial Practice (PAAM): Aimed at prosecutors with district court trial experience transitioning to circuit court practice and attorneys who currently practice in circuit court with less than three years' experience. Focused training on issues that arise more frequently in felony trials including admission of inconsistent statements, impeachment and character evidence, expert witnesses and Daubert hearings, and avoiding appellate error. Included a trial practice component where skills are practiced and constructive criticism is provided by seasoned felony trial prosecutors. Attendee: APA Ryan Madar

October 20-23, 2025, National District Attorneys Association (NDAA) Leadership Academy: Some topics: effective communication (internal and external), defining leadership - strengthening the future of prosecution, practical conflict resolution skills for leaders, secondary trauma and leadership, and how to build (or rebuild) an office. Attendees: Prosecutor Tony Spagnuolo, CAPA Debra Martinez.

November 12-14, 2025, Visual Trial School (PAAM): A review of case law and best practices as well as ethics for litigation technology, use of technology in vehicular homicide cases, and PowerPoint tricks and tips. Included video and audio preparation for courtroom presentation. Attendees: Prosecutor Tony Spagnuolo, APA Ryan Madar.

January 13-15, 2026, NDAA 2026 Prosecuting Homicides Conference: Review of best practices on homicide cases including case studies, use of technology in the courtroom, cold case retrospectives, building a successful homicide case, voir dire, drug-related homicides, strangulation homicides, and unintentional homicides. Attendees: CAPA Debra Martinez, DCPA Erin Housefield.

March 23-25, 2026, The Multidisciplinary Approach to the Investigation & Prosecution of Abusive Head Trauma and Serious Physical Abuse in Children (PAAM): Case review of a serious child victim physical abuse/abusive head trauma case from the beginning of the investigation to the prosecution and presentation of evidence. Topics included investigation the crime scene, interviewing suspects, interviewing, and presentation of testimony from child abuse pediatricians and case investigators. Attendee team: CAPA Debra Martinez partnered with Det. Sgt. Chris Crawford, Clinton County Sheriff's Office.

Upcoming:

May 27-29, 2026, NDAA's Cross Examination Course: Active skill development course, application of analytical advocacy principles to structure cross-examinations, building questioning sequences, cross-examining defense expert witnesses, techniques for maintaining control of difficult or evasive witnesses. Attendee: APA Samantha Totten.

Courtroom and Community Developments

APAs and support staff work a multitude of cases and confer with many victims each week. Below are a *very small* selection of developments, patterns, or sentencings over the last several months:

People v Monroe: After many months of complex work, Defendant was convicted of second-degree murder, multiple counts of operating while intoxicated causing serious injury, and leaving the scene of a fatal accident. A father of four and an EMT/firefighter were killed. Many others, including children, were injured. Defendant was sentenced to 30-60 years in MDOC. The hard work of the Clinton County Sheriff's Office as lead investigators and multiple jurisdictions who assisted victims at the scene cannot be overstated as the community continues to heal.

- CAPA Debra Martinez and DCPA Erin Housefield received civilian commendations from the Clinton County Sheriff at the 2025 annual awards ceremony for work on this case.
- CAPA Debra Martinez fulfilled requests to present in multiple forums about the successful prosecution and litigation of this case including to the **Capital Area Traffic Safety Network** in December of 2025, and at **PAAM's Advanced Operating While Intoxicated Training** in February of 2026 to bring greater awareness to these crimes, techniques for successful case presentation, victim advocacy, and community impact.

Crime Trend Alert: Fleeing & Eluding Cases – Youthful Offenders

For the past several months, CCPO has had a concerning number of cases involving youthful offenders age 21 or younger fleeing from law enforcement at high rates of speeds, oftentimes over 100 mph. CCPO continues to evaluate and balance the safety of the community with the need for reformation and understanding of the consequences of these actions with these young defendants. The risk posed to our community, law enforcement, and the individual themselves is extremely dangerous.

People v Corey: Defendant was convicted of second-degree murder, possession of cocaine, and felony firearm in the shooting death of his girlfriend in Dewitt Township. The defense argued accidental shooting, but through the work of CCPO, including review of thousands of text messages (special thanks to Kasey Heckman and Becky Miller CCPO Victim Advocates for the help) between the victims and substantive pretrial motions, CCPO was able to secure the conviction, and Defendant was sentenced to 18-40 years in MDOC with the support of the family of the victim. The conviction would not have been possible without the good work of the Dewitt Township Police Department (OIC Sgt. Robert Stump) and the Clinton County Sheriff's Office detectives in the digital forensic unit.

People v VanMeter: Defendant was convicted of Criminal Sexual Conduct in the 3rd Degree (Victim 13-15 years) as a habitual felony offender. The extremely brave young woman testified at preliminary hearing to show Defendant (who was already a registered sex offender for similar conduct in another county) continued predatory actions only 30 days after getting off probation for his prior offense. Due to her testimony and fortitude, and seeing the writing on the wall, Defendant was convicted and sentenced to 8-22 ½ years in MDOC with LIFETIME registration under the Sex Offender Registration Act.

People v Shultz: Defendant was convicted of Possession with Intent to Deliver Methamphetamine and Fleeing and Eluding 3rd Degree as a habitual felony offender. Defendant was sentenced to 8-40 years in MDOC due to the excellent work of DCPA Erin Housefield and law enforcement from the Clinton County Sheriff's Office.

People v Sharpe: Defendant was convicted of two (2) counts of Criminal Sexual Conduct in the 3rd Degree (Victim 13-15 years). The young teenager was ready to proceed to trial against Defendant, who was her stepbrother. As a result of her bravery and incredible digital forensic investigation by the Clinton County Sheriff's Office, Defendant was convicted and sentenced to 10-15 years in MDOC.

People v Mead: Defendant was convicted of Possession of Methamphetamine and three (3) counts of Prohibited Person in Possession of a Firearm. Due to the work of DCPA Erin Housefield and members of the Tri-County Metro Narcotics Team, Defendant was sentenced to 2-15 years in MDOC.

People v Griswold: Defendant was convicted of Criminal Sexual Conduct in the 2nd Degree (Victim under 13 years old) and Aggravated Production of Child Sexually Abusive Material. Defendant's convictions stem from sexual touching a toddler and making images of the abuse. Thanks to the incredible work of Det. Sgt. Chris Crawford from the Clinton County Sheriff's Office and the CCSO's digital forensic unit, the Defendant was sentenced to 5 yrs 10 months – 25 years in MDOC and LIFETIME registration under the Sex Offender Registration Act.

People v Perkins: Defendant was convicted of two (2) counts of Criminal Sexual Conduct in the 2nd Degree (Personal Injury) for assaulting his victim and was sentenced to 7 years 2 months – 15 months in MDOC and registration under the Sex Offender Registration Act. Defendant was on probation at the time of the offense in Eaton County.

Did you know? APAs serve as members of all four treatment court teams in Clinton County - Journey Court (controlled substance abuse/trauma), Mental Health Court, Sobriety Court, and Veterans Court.

Provided by Clinton
County
Prosecutor's Office

**LISTEN.
ACT.
ADVOCATE.**
PROTECT VICTIMS, SERVE COMMUNITIES.

**National Crime
Victims' Rights Week**

APRIL 19–25, 2026

This year's theme is a powerful call to action—one that reminds us that supporting victims of crime requires more than awareness. It requires intentional listening, meaningful action, and unwavering advocacy.

Local Law Enforcement

Clinton County Sheriffs Office: 989-224-5200

Saint Johns PD: 989-224-6721

Dewitt City PD: 517-669-9131

Dewitt Township PD: 517-669-6578

Bath Township PD: 517-641-6271

East Lansing PD: 517-337-1731

Elsie PD: 989-862-4273

Laingsburg PD: 517-651-5355

Meridian Township PD: 517-347-5060

Michigan State #11 PD: 517-322-1908

Ovid PD: 989-834-5335

Capital Region Airport Authority: 517-321-8525

Victim Resources



Bikers against Child Abuse



MSU Center for Survivors



Crime Victim Compensation



Address Confidentiality Program



End Violent Encounters



Mothers Against Drunk Driving



The Voice For Children



The Safe Center



VINELINK

If you or someone you know is a victim of a crime, please report the incident to local law enforcement, seek medical attention if necessary and utilize resources by scanning QR codes above.

John F. Fuentes
County Administrator/Controller

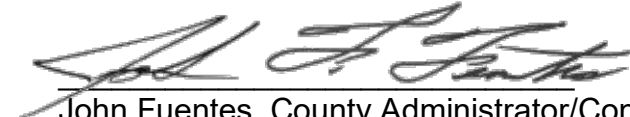
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TO: Ways and Means Committee

FROM: 
John Fuentes, County Administrator/Controller

SUBJECT: Sheriff's Office Space Use Agreement

DATE: April 2026

Grand Ledge Public Schools has space available in the old Wacousta Elementary School building. The Sheriff's Office is interested in utilizing space in the building to create a satellite workspace for road patrol personnel. The school district has proposed the attached lease agreement for a classroom in the building to utilize for this purpose at an annual cost of \$6,000.

Suggested Action:

Authorize draft lease agreement with Grand Ledge Public Schools as presented for the purpose of operating a satellite office for the Clinton County Sheriff's Office.

DRAFT LEASE AGREEMENT

This Lease Agreement (the “Agreement”) is made this 1st day of May, 2026 (the “Effective Date”), by and between **GRAND LEDGE PUBLIC SCHOOLS**, a Michigan general powers school district organized and operating under the Revised School Code, MCL 380.1, *et seq.*, whose address is 220 Lamson Street, Grand Ledge, MI 48837 (the “District” or the “Lessor”) and **CLINTON COUNTY, MICHIGAN**, a Michigan local government entity, whose address is 100 E. State St. Saint Johns, MI 48879, USA (the “Lessee”) (individually, a “Party” and collectively, the “Parties”).

RECITALS:

- A. The District is authorized to contract with public and private entities as part of performing the functions of a school district, and to lease its premises, pursuant to the Revised School Code, MCL 380.11a.
- B. The Lessee is desirous of leasing space from the District in the Old Wacousta Elementary School.
- C. The Parties agree that this Lease Agreement will contain the following terms and conditions.

NOW THEREFORE, in consideration of the promises and mutual covenants hereinafter contained, the Parties agree as follows:

1. Description of Property. The District hereby leases to Lessee the portion of the Old Wacousta Elementary School located at 9135 Herbison Road, Eagle, Michigan 48822 (the “Leased Property”) as designated in the school floor plan that is attached hereto and made a part hereof as Exhibit “A”. Lessee will also have non-exclusive access to the common areas, such as hallways, designated restrooms, and adjacent parking lot.
2. Use of Property. The Leased Property will be occupied and used by Lessee solely for purposes of **operating a satellite office for the Clinton County Sheriff’s Office** and for no other purpose without the District’s consent. Lessee will not use the Leased Property, or permit the premises to be used, for overnight dwelling purposes or for any unlawful business or purpose. In addition, Lessee will not cause or permit any regulated hazardous or toxic substance, material, or waste to be stored, released, or disposed of on the Leased Property. The Leased Property will be available on **weekdays and Saturday from 10:00 a.m. to 6:00 p.m.** The Leased Property may also be made available

at other times for which the District's Superintendent provides advance written approval.

3. Term. The term of this Agreement will commence on May 1, 2026, and continue through April 30, 2036 ("Initial Term"). This Agreement will not automatically renew, but Lessee may extend the Agreement beyond the Initial Term for an additional five (5) years under the same terms and conditions if the Lessee provides the District with written notice before the end of the Initial Term.

4. Rent. Lessee shall pay the District an annual rent of Six Thousand Dollars (\$6,000) ("Rent"), which amount is inclusive of Clinton County's portion of utilities and custodial services. The library will have access to the portion of the building outlined in gold in Exhibit A. Starting July 1, 2026, and payable thereafter on the 1st day of each month or immediately following business day, Rent shall be paid in equal monthly installments of Five Hundred Dollars (\$500). The Parties agree that the annual rental amount identified herein may increase by the Inflation Rate Multiplier as published yearly by the Michigan State Tax Commission but not greater than 3.5% per year.

5. District Responsibilities.

- a. The District will provide the same heating, air conditioning (if any), internet, water, electric, and other utilities that the rest of the building receives.
- b. The District will provide regular custodial services to the Leased Property.
- c. The District will maintain and keep in good repair the Leased Property provided, however, that the cost of any such repairs or maintenance required as a result of the negligent or willful acts of the Lessee, its licensees, invitees, agents, students, servants or other employees shall be borne by the Lessee.
- d. The District will provide grounds maintenance, including snow removal and general cleaning services.

6. Termination. Either party may terminate this Agreement for any reason, with or without cause, upon providing one hundred eighty (180) days' written notice to the other party. Thereafter, neither party will have any further obligation to the other nor will either party be entitled to any damages from the other as a result of such termination. Upon termination, Lessee shall quit and surrender the Leased Property, and return same to the District in as good condition and repair as received, reasonable wear and tear excepted, together with all alterations, additions, and improvements which may have been made in, to, or on the Leased Property. Notwithstanding the preceding, such termination shall not eliminate Lessee's obligations under the terms of

the Agreement, including Lessee's obligation to pay rent to the District prorated until the effective date of termination.

7. Rules and Regulations. Lessee agrees to comply with all rules and regulations applicable to school facilities, now in effect and promulgated by the District in the future. The District reserves the right to make all further and reasonable rules and regulations as in the District's judgment may be necessary or desirable for the safety, care, appearance and cleanliness of the Leased Property.

8. Licenses. Lessee hereby represents that its employees and agents have and will maintain any and all licenses which may be required for the lawful carrying on of its programming or business.

9. Insurance. During the term of this Agreement, Lessee will maintain public liability insurance in the amount of not less than \$2,000,000 aggregate and not less than \$1,000,000 per occurrence. "Grand Ledge Public Schools" will be listed as an additional insured. The Lessee will provide the District with a certificate of liability insurance upon execution of this Agreement. Such insurance will not be canceled or materially reduced except after thirty (30) days' written notice to the District.

10. Default. If any monthly rental payment due under this Agreement remains unpaid for a period of fifteen (15) days, or if default shall be made by the Lessee in the keeping of any other term, covenant, or condition herein, the District shall notify the Lessee of such default in writing, addressed to the Lessee's above-listed address and forwarded by certified mail, return receipt requested. If such default is not remedied within fifteen (15) days after receipt of said certified mail notice, the District shall have the right, at its option, in addition to and not exclusive of any other remedy the District may have by operation of law, without any further demand or notice, to re-enter the premises and to again have and enjoy the same.

11. Equipment. Lessee may place equipment, materials, and supplies needed for operation of its programs. Any equipment, materials, and supplies placed in the Leased Property remains the property of Lessee and may be removed by Lessee at any time if such furnishings may be removed without damage to the Leased Property.

12. Structural Changes. Lessee may not make any structural changes to the Leased Property, either desired by Lessee or as required by law, unless it obtains the District's prior written approval. Unless otherwise agreed, any approved structural changes shall be at Lessee's sole cost and expense and without creating any liens on the Leased Property. If, however, the District pays for structural changes to the Leased Property in

whole or in part, the District may charge Lessee an increased rental rate in order to recover the costs expended. Should this Agreement terminate before the District has recovered its full expenditure for the structural changes, whether by increased rental or otherwise, Lessee will pay the District any remaining amount on or before the date of termination.

13. Damage and Destruction. If the Leased Property is damaged or destroyed by fire, flood, casualty, or structural defects such that it cannot be used for Lessee's purposes, then either Party may provide written notice to the other of this Agreement's immediate termination. Lessee's rental payments shall abate on the date of the written notice (after the damage or destruction has occurred) and, if the District elects at its discretion to make repairs and if Lessee wishes to resume the Agreement for the remaining term, rent shall abate until repairs are completed. Any rent paid by Lessee to the District in advance will be refunded on a prorated basis commensurate with the time the Leased Property is unusable.

14. Force Majeure. Either Party may be excused from performance under this Agreement to the extent that the performance of such act or acts are delayed, suspended, or rendered infeasible by an act of God, fire, flood, explosion, collapse of structures, riot, war, mandated governmental restrictions, pandemic, or any cause beyond the reasonable control of such Party; provided, however, that the Party asserting the excuse must first provide written notice to the other Party of the occurrence causing such delay or infeasibility.

15. Access. The District reserves the right to use the Leased Property for other uses that do not interfere with the Lessee's program.

16. Taxes and Special Assessment. The Parties acknowledge that Lessor is a tax-exempt entity and, accordingly, any taxes or special assessments related to the Property due to Lessee's use of same, if any, will be the responsibility of Lessee.

17. Assignment of Subletting. The Parties shall not assign, transfer, or sublease this Agreement under any circumstance. This provision shall not be construed, however, to prevent the District from contracting with persons or agencies on the District's remaining property on site.

18. Civil Rights. Neither Party shall discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight or marital status, pursuant to 1976 PA 453,

Section 209. The Parties shall also comply with the provisions of the Michigan Persons with Disabilities Civil Rights Act, 1976 PA 220, and Section 504 of the Federal Rehabilitation Act of 1973, PL 93-112, 87 Stat, 394, which states that no persons by reason of their disability shall be excluded from participation, be denied the benefits of or be subject to discrimination under any program or activity receiving federal financial assistance. Further, the Parties shall comply with all other Federal, State or local laws, regulations thereto, as they may apply to the performance of this Agreement.

19. Entire Agreement. This Agreement constitutes the entire agreement between the Parties and supersedes any prior or concurrent agreements, written or oral, regarding its subject matter. This Agreement may only be modified, in writing, when executed by both Parties, and this provision can only be waived if so signed by both Parties.

20. Severability. Wherever possible, each provision of this Agreement shall be interpreted in such a way as to be effective and valid under the laws of the State of Michigan. If any provision of this Agreement is determined to be contrary to law by a court of competent jurisdiction, such invalid provision(s) shall be severed from this instrument but the remaining terms and covenants contained herein shall not be affected.

21. Counterparts. This Agreement may be executed in counterpart originals, each of which when duly executed and delivered shall constitute a single instrument. This Agreement may be executed in person, by facsimile, or by electronic PDF signatures sent by email.

[SIGNATURES APPEAR ON FOLLOWING PAGE.]

IN WITNESS WHEREOF, the Parties have executed this Lease Agreement as of the day and year first above written.

LESSOR:

**GRAND LEDGE PUBLIC SCHOOLS,
a Michigan general powers school district**

By: Bill Barnes
Its: Superintendent
Date: _____

LESSEE:

**CLINTON COUNTY,
a Michigan local government entity**

By: _____
Its: County Administrator
Date: _____

Exhibit A

See attached Floor Plan with the Leased Property denoted.



COMMITTEE AGENDA ITEM

5

DATE OF MEETING:

ESTIMATE OF TIME NEEDED:

NUMBER OF ATTACHMENTS:

REQUESTOR:

BRIEFLY DESCRIBE THE ISSUE THE COMMITTEE IS BEING ASKED TO CONSIDER:

REQUESTED ACTION:

ADDITIONAL INFORMATION:

Please submit to Administration at least 1 week before the meeting.

**RESOLUTION TO PETITION TO SUBMIT SEPARATE
TAX LIMITATIONS TO ELECTORS OF THE COUNTY**

A resolution made and adopted at a special meeting of the Clinton County Tax Allocation Board, County of Clinton, State of Michigan, held at 100 East State Street, St. Johns, Michigan, 48879, on April 9, 2026, at 9:00 A.M.

PRESENT: Steve Wiswasser, Zach Rudat, David Pohl, Beth Botke, Dr. Scott Koenigs knecht, Eric Voisinet

ABSENT: None

The following Resolution was offered by Member Pohl and seconded by Member Koenigs knecht.

WHEREAS, the Property Tax Limitation Act, MCL 211.201 et seq., authorizes voters in the County to establish separate tax limitation millage rates for Clinton County; and

WHEREAS, the Act permits registered electors to petition for the tax limitation millage rates or permits the Tax Allocation Board by resolution to petition for tax limitation rates; and

WHEREAS, the Tax Allocation Board may petition for the question of the tax limitation rates to be submitted to a vote of the registered and qualified electors of Clinton County subject to the same conditions and in the same manner as an initiatory petition signed by the registered electors; and

WHEREAS, the County Tax Allocation Board has considered the separate tax limitation and the financial needs of the local units; and

WHEREAS, the County Tax Allocation Board has determined that it is in the best interests of the health, safety and welfare of the County residents to petition to submit the question of tax limitation rates to a vote.

NOW THEREFORE, be it resolved by the Clinton County Tax Allocation Board, Clinton County, Michigan as follows:

1. We, the majority of the Clinton County Tax Allocation Board, residents of the County of Clinton, and State of Michigan, petition the County Board of Commissioners to place before the voters of this County the question of establishing separate tax limitation millage rates for a period of four years, or until altered by the voters of the County, for the County of Clinton and the townships and intermediate school district within the County, the aggregate of which shall not exceed 7.0000 mills as follows:

	<u>Mills</u>
County of Clinton	5.8000
Townships	1.0000
Intermediate School District	<u>.2000</u>
Total	7.0000

2. The petition set forth in this Resolution is in substantially the same form and shall be processed in the same manner as provided in the Property Tax Limitation Act for initiatory petitions signed by registered electors of the County.
3. Any Resolution or portion of resolution inconsistent with this Resolution is hereby repealed.

ADOPTED:

YEAS: Steve Wiswasser, Zach Rudat, David Pohl, Beth Botke, Dr. Scott Koenigsknecht and Eric Voisinet

NAYS: None

ABSENT: None

STATE OF MICHIGAN)
COUNTY OF CLINTON)

I, the undersigned, the duly qualified and acting Secretary of the Clinton County Tax Allocation Board, Clinton County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the County Tax Allocation Board of said County at a special meeting held on the 9th day of April, 2026.

Debra A. Sutherland

Debra A. Sutherland, Clerk
Clinton County Tax Allocation Board



Report of LEAP economic development contract scope of services for Clinton County
for the first quarter of 2026

The outline below offers a brief overview of LEAP's activities for the month prior to this submission. Should anyone have any questions, please contact Controller John Fuentes.

Total Logged Activities	Category Areas Covered	Completed	Ongoing
52	13	34	11

Completed / Ongoing: 7

Activity by Month: January 2026: 11 | February 2026: 18 | March 2026: 18

Jobs, Investment, and Funding

Projected Jobs	Private Investment	Grant and Public Funding
83	\$112.8 million	\$1,709,500

Major projects included Niowave which will support 70 projected jobs and \$65 million in investment, and the Michigan Milk Producers Association expansion that is set to support 13 projected jobs and \$47.8 million in investment. Community Enhancement Grants totaled \$901,000, and the Mi Ready Sites award for Bingham Township totaled \$808,500.

A. Lead all industry attraction and expansion across Clinton County

Activities: 4

Regional LEAP:

- MMPA is a LEAP expansion project with typical macro support provided by "Regional" LEAP
- Under the contract services, LEAP provided additional micro services such as detailed coordination for the City of Ovid, the company, the PA 198 process, various rounds of project support and guidance, and facilitating and amplifying the ribbon cutting event.

Under the contract:

- LEAP is working with Bingham Township and JH Oil to help move the project forward by relaying updates on the wholesale water agreement and making business-to-business connections to support the construction phase.



- LEAP has been engaged with supporting a site search that would support a substantial investment if it came to fruition.
- LEAP assisted a local entrepreneur with site selection for a potential restaurant project in St. Johns.

B. Lead all business retention efforts for Clinton County

Business retention visits: 6

Under the contract:

- LEAP visited 6 different businesses and connected them to resources that could help them grow and address current challenges. These businesses included 2 agricultural businesses, 1 retail business, 2 construction businesses, and 1 childcare facility.

D. Coordinate all proactive and development-related initiatives

Activities: 3

Regional LEAP:

- Regional LEAP paid for a real estate broker to identify a site in Bingham Township to option and pursue a Mi Ready Sites grant. Under the contract, LEAP supported the municipality through a rigorous due diligence and grant application process to help secure the award.

Under the contract:

- LEAP met with an industrial user in St. Johns industrial park.
- LEAP met with a property owner along M-21 to discuss potential uses and option agreements.

E. Identify potential brownfield sites strategically prioritized by county and local municipal partners

Activities: 1

Under the contract:

- LEAP organized a meeting with two local municipalities to discuss brownfield tools with EGLE.



F. Administer the Port Lansing Next Michigan Development Corporation

Activities: 1

Regional LEAP:

- Niowave is a regional expansion project with standard macro support from Regional LEAP and additional micro-support services provided via the contract.

Under the contract:

- LEAP supported Niowave's expansion project through the administration of the Port Lansing Next Michigan Development Corporation Board. LEAP's contract role included coordinating and facilitating public meetings and associated meeting packet materials for the board with the company and project partners, preparing support letters, and assembling application materials for the State Tax Commission, including collecting the necessary signatures and supporting documentation.

G. Develop connections between Clinton County entrepreneurs

Activities: 11

Regional LEAP:

- Regional LEAP sponsored and judged the Clinton County Pitch Competition. Under the contract, LEAP provided best practices guidance and consulting for the St. Johns Chamber team and attended and followed up with resources for each business that entered the pitch competition.

Under the contract:

- LEAP attended 3 St. Johns Area Chamber of Commerce luncheons, 3 DeWitt Chamber of Commerce luncheons, 3 Lansing Regional Chamber of Commerce Clinton County roundtables, and a meeting focused on challenges facing small businesses held by the DeWitt Chamber of Commerce.

H. Diligently support substantive requests

Activities: 3

Under the contract:

- LEAP attended the Village of Elsie Council meeting and gave updates on the Elsie School redevelopment.
- LEAP assisted a childcare facility in planning a ribbon cutting and marketing the event by helping organize it and securing placement in the April and May editions of More to Your Door, Grand Ledge edition.



- LEAP prepared a letter of support for a research and development project focused on using dairy digesters to convert manure into renewable energy. LEAP also shared the opportunity with all Clinton County Commissioners and facilitated the connection needed for the County's support letter to be submitted to Dr. Wei.

I. Identify and advocate for Clinton County communities

Activities: 1

Under the contract:

- LEAP facilitated and led a meeting between Clinton County Blue Bus, the Shiawassee Area Transportation Authority, and Owosso Speedway to help Clinton County residents travel to and from the speedway.

J. Assist the County and local communities

Activities: 8

Regional LEAP:

- Regional LEAP led the Community Enhancement Grant program process and worked with municipalities on reimbursement milestones and messaging updates. Under the contract, LEAP assisted with the Community Enhancement Grant by referring Clinton County municipalities to the right contacts for information, additional support in grant application framing as needed, and providing the County Controller with updates on where things were in the process.

Under the contract:

- LEAP emailed and called licensed childcare providers in Clinton County to let them know about the Child Care Wage Parity Grant.
- LEAP facilitated and met with the Maple Rapids Village President to discuss community needs and future priorities.
- LEAP held a listening session for the City of Ovid where the community came together to discuss what they would like to see for the city and to review tools available through MEDC.
- LEAP sent information to Clinton County municipalities related to a nation-wide grant LEAP met with a local township to introduce LEAP to the Planning and Zoning Department.
- LEAP engaged with a local township to discuss a infrastructure for a potential project
- LEAP presented at the Ways and Means Committee to give an update on economic development activity in Clinton County.

K. Assist local communities in Clinton County with reasonable economic development planning



Activities: 8

Under the contract:

- LEAP assisted Elsie with starting the process of becoming a Ready Redevelopment community.
- LEAP assisted Ovid with continuing the process of becoming a Ready Redevelopment community.
- LEAP facilitated a meeting between the City of St. Johns and the broker for the Federal Mogul site to discuss redevelopment considerations, site status, and next steps for the property.
- LEAP facilitated and led a meeting with the City of Ovid to discuss available tools and how to establish a Downtown Development Authority and Corridor Improvement Authority.
- LEAP attended, spoke, and shared information at a Planning and Zoning meeting in Bath Township organized around economic development.
- LEAP met with a township who is interested in using economic development tools and how to better align strategy and resources.
- LEAP facilitates and holds quarterly meetings with an economic development group to discuss potential sites, challenges, and ways to better the community.
- LEAP met with Commissioner Fickes and the City of Ovid to begin planning and strategizing how to bring developers to Ovid.

L. Continue with established regular satellite availability in St. Johns

Activities: 2

Under the contract:

- LEAP held regular satellite work hours at Waypoint Coffee Company and will continue to be available for for-profit businesses to stop by.

M. Meet monthly with County Administrator

Activities: 3

Under the contract:

- LEAP met with the County Controller 3 separate times to give updates on work taking place in Clinton County.

N. Participate actively, as requested

Activities: 1

Under the contract:



- LEAP met with Commissioner Fickes to discuss needs from her side of the county and to exchange information on activity happening in Clinton County.

Summary

Economic development activity remained steady during the reporting period, with the greatest volume of work occurring in direct assistance to the County and local communities. Additional emphasis was placed on entrepreneur engagement, local planning support, business visits, and major project coordination. Reported outcomes captured in the log included 83 projected jobs, \$112.8 million in private investment, \$1.71 million in grant and public funding support, and 6 direct business retention visits.

Thank you,

Devon Pingel

Devon Pingel
Economic Development Manager - Clinton County
Lansing Economic Area Partnership (LEAP)

COMMITTEE AGENDA ITEM

DATE OF MEETING: 4-14-26	ESTIMATE OF TIME NEEDED: 5 min	NUMBER OF ATTACHMENTS: 7	REQUESTOR: Equalization Director
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BRIEFLY DESCRIBE THE ISSUE THE COMMITTEE IS BEING ASKED TO CONSIDER:

The Ways and Means Committee, acting as the Equalization Committee, is required by statute, in April each year, to recommend to the Clinton County Board of Commissioners the values to be adopted as Clinton County Equalized Value. (MCL 211.34) The Clinton County Equalization Department annually provides this recommendation to the Committee that is based on the culmination of the Equalization Studies in the previous year projecting changes in True Cash Value and the Equalization Department analysis of each units' values for proper Equalization. The Equalization Department creates a county-wide database each year after the local March Boards of Review are closed. The 2026 draft values are attached. The Equalization Report is in process and anticipated to be published May 2026.

Assessed Value increased 8.10% to \$6,325,367,362. The increase reflects the anticipated increase in market value identified from the Equalization Studies on existing properties and new value from new construction and/or formerly exempt properties returning to the roll inclusive of Real and Personal Properties.

Taxable Value increased 4.60% to \$4,207,649,184. The increase in taxable value comes from the 2.7% CPI where the 2026 assessed value was greater than the 2025 taxable value on properties not sold in 2025. The balance of the increase is realized from the uncapping of taxable values for properties that sold in 2025 from new construction and formerly exempt property returning to the roll. Projected revenue excluding Renaissance Zone and Disabled Verterans Exemptions.

Clinton County will be levying the millage rate of 5.7288 mills (after millage rollback) and the 911 millage rate of 0.8280 mills (after millage rollback). The Tentative Potential Property Tax Revenue for Clinton County in 2026 on the ad valorem tax roll is derived by the following table:

Minus Ren-Zone Districts/Disabled Veterans Exemptions

Tentative Projected 2026 Taxable Value Revenue				
	Mills	(Div. x 1000)	Taxable Value	Projected Revenue
County Millage	5.7288	0.0057288	4,207,649,184	\$ 24,104,781
911 Millage	0.8280	0.000828	4,207,649,184	\$ <u>3,483,934</u>
Projected 2026 Tax Revenue:				\$ 27,588,714

REQUESTED ACTION:

1. **Recommend approving the Resolution for Adoption of Final County Equalization and Appointment of Representatives at State Equalization for 2026.**

CLINTON COUNTY BOARD OF COMMISSIONERS

Chairperson

Bruce DeLong

Vice-Chairperson

Zach Rudat

Members

Robert Showers

John Andrews

Dwight Washington

Nichole Fickes

Brian Hurtekant

COURTHOUSE
100 E. STATE STREET
ST. JOHNS, MICHIGAN 48879-1571
989-224-5120



Administrator/Controller

John F. Fuentes

Clerk of the Board

Debra A. Sutherland

RESOLUTION 2026- ADOPTING COUNTY EQUALIZATION AND APPOINTING REPRESENTATIVES AT STATE EQUALIZATION

WHEREAS, the Equalization Department has reviewed the 2025 Assessment Rolls for the 16 Townships and 6 Cities in Clinton County, Michigan and recommends adopting an equalized value for each of the following classes of property:

REAL PROPERTY

Class 101	Agricultural	1,154,307,790
Class 201	Commercial	607,281,075
Class 301	Industrial	87,196,950
Class 401	Residential	4,216,610,592
Class 501	Timber-Cutover	0
Class 601	Developmental	0

TOTAL REAL PROPERTY 6,065,396,407

TOTAL PERSONAL PROPERTY 259,970,955

TOTAL EQUALIZED VALUE 6,325,367,362

TENTATIVE TOTAL TAXABLE VALUE \$4,207,649,184

WHEREAS, the Board of Commissioners equalizes all property separately by class according to MCL 211.34d; and

WHEREAS, properties with Commercial (CFT) or Industrial (IFT) Facility Tax Abatements and DNR-PILT properties are not subject to the Equalization Process; and

WHEREAS, State Equalization is adopted through a proceeding composed of a Preliminary and Final meeting which will be held Monday, May 11, 2026 and Monday, May 25, 2026; and

WHEREAS, the Clinton County Board of Commissioners desires to have representatives authorized to address the State Tax Commission at these proceedings, if necessary.

NOW THEREFORE, BE IT RESOLVED, that the Clinton County Board of Commissioners hereby adopts the values as stated in this Resolution and in the L-4024 Report to the State Tax Commission.

BE IT FURTHER RESOLVED, that the Clinton County Board of Commissioners hereby appoint Eric Harger, MMAO (4), Clinton County Equalization Director and Bruce DeLong, Clinton County Commissioner to serve as Representatives at State Equalization in May.

STATE OF MICHIGAN
COUNTY OF CLINTON

I, Debra A. Sutherland, Clerk of the County of Clinton do hereby certify that the foregoing resolution was duly adopted by the Clinton County Board of Commissioners at the regular meeting held April 28, 2026 and is on file in the records of this office.

Debra A. Sutherland, Clinton County Clerk

Personal and Real Property - TOTALS

Clinton COUNTY

The instructions for completing this form are on the reverse side of page 3.

04/03/2026 11:03AM

Statement of acreage and valuation in the year 2026 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Township or City	Number of Acres Assessed	Total Real Property Valuations (Totals from pages 2 and 3)		Personal Property Valuations		Total Real Plus Personal Property	
	(Col. 1) Acres Hundredths	(Col. 2) Assessed Valuations	(Col. 3) Equalized Valuations	(Col. 4) Assessed Valuations	(Col. 5) Equalized Valuations	(Col. 6) Assessed Valuations	(Col. 7) Equalized Valuations
Bath Township	16,839.16	801,801,700	801,801,700	23,588,200	23,588,200	825,389,900	825,389,900
Bengal Township	23,125.30	166,499,500	166,499,500	2,525,500	2,525,500	169,025,000	169,025,000
Bingham Township	19,434.26	267,321,800	267,321,800	33,747,200	33,747,200	301,069,000	301,069,000
Dallas Township	22,911.37	234,319,400	234,319,400	4,798,400	4,798,400	239,117,800	239,117,800
Dewitt City	1,140.33	317,436,900	317,436,900	3,702,400	3,702,400	321,139,300	321,139,300
Dewitt Township	15,566.31	963,625,000	963,625,000	37,963,400	37,963,400	1,001,588,400	1,001,588,400
Duplain Township	22,067.88	198,111,600	198,111,600	4,967,446	4,967,446	203,079,046	203,079,046
Eagle Township	20,303.40	253,705,800	253,705,800	7,309,393	7,309,393	261,015,193	261,015,193
East Lansing City	2,046.86	187,150,900	187,150,900	3,876,500	3,876,500	191,027,400	191,027,400
Essex Township	21,136.12	173,291,000	173,291,000	3,750,700	3,750,700	177,041,700	177,041,700
Grand Ledge City	0.00	0	0	0	0	0	0
Greenbush Township	21,683.75	200,458,900	200,458,900	3,894,870	3,894,870	204,353,770	204,353,770
Lansing City	451.04	8,253,100	8,253,100	6,641,000	6,641,000	14,894,100	14,894,100
Lebanon Township	18,746.98	123,583,600	123,583,600	1,560,290	1,560,290	125,143,890	125,143,890
Olive Township	21,874.24	228,251,500	228,251,500	3,610,900	3,610,900	231,862,400	231,862,400
Ovid City	415.20	50,238,700	50,238,700	2,862,890	2,862,890	53,101,590	53,101,590
Ovid Township	21,332.24	176,495,740	176,495,740	26,027,529	26,027,529	202,523,269	202,523,269
Riley Township	22,780.91	206,288,400	206,288,400	1,384,600	1,384,600	207,673,000	207,673,000
Totals for County							

Personal and Real Property - TOTALS

The instructions for completing this form are on the reverse side of page 3.

Clinton COUNTY

Statement of acreage and valuation in the year 2026 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Township or City	Number of Acres Assessed	Total Real Property Valuations (Totals from pages 2 and 3)		Personal Property Valuations		Total Real Plus Personal Property	
	(Col. 1) Acres Hundredths	(Col. 2) Assessed Valuations	(Col. 3) Equalized Valuations	(Col. 4) Assessed Valuations	(Col. 5) Equalized Valuations	(Col. 6) Assessed Valuations	(Col. 7) Equalized Valuations
Saint Johns City	1,666.11	384,218,717	384,218,717	20,354,000	20,354,000	404,572,717	404,572,717
Victor Township	20,627.98	293,232,900	293,232,900	37,307,800	37,307,800	330,540,700	330,540,700
Watertown Township	20,548.14	578,210,250	578,210,250	26,284,437	26,284,437	604,494,687	604,494,687
Westphalia Township	22,688.01	252,901,000	252,901,000	3,813,500	3,813,500	256,714,500	256,714,500
Totals for County	337,385.59	6,065,396,407	6,065,396,407	259,970,955	259,970,955	6,325,367,362	6,325,367,362

Equalized Valuations - REAL

Clinton COUNTY

The instructions for completing this form are on the reverse side of page 3.

Statement of acreage and valuation in the year 2026 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Township or City	Real Property Equalized by County Board of Commissioners						
	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7) Total Real Property
Bath Township	16,203,900	147,000,500	2,795,500	635,801,800			801,801,700
Bengal Township	104,433,100	856,500	56,300	61,153,600			166,499,500
Bingham Township	64,102,500	31,137,200	3,517,700	168,564,400			267,321,800
Dallas Township	112,575,100	7,007,600	21,800	114,714,900			234,319,400
Dewitt City		21,974,800	15,300	295,446,800			317,436,900
Dewitt Township	21,471,600	149,808,900	6,602,000	785,742,500			963,625,000
Duplain Township	100,030,500	4,180,900	2,673,900	91,226,300			198,111,600
Eagle Township	55,820,500	14,858,100	1,228,800	181,798,400			253,705,800
East Lansing City		66,358,000		120,792,900			187,150,900
Essex Township	76,532,100	1,515,900	1,134,600	94,108,400			173,291,000
Grand Ledge City							0
Greenbush Township	66,630,400	5,431,600	2,895,800	125,501,100			200,458,900
Lansing City	300,400	7,646,600	306,100				8,253,100
Lebanon Township	92,429,000		15,000	31,139,600			123,583,600
Olive Township	68,707,100	1,743,000	495,200	157,306,200			228,251,500
Ovid City	279,500	8,694,200	7,137,900	34,127,100			50,238,700
Ovid Township	75,534,440	3,057,300	1,010,400	96,893,600			176,495,740
Riley Township	83,095,700	577,400		122,615,300			206,288,400
Totals for County							

Equalized Valuations - REAL

Clinton COUNTY

The instructions for completing this form are on the reverse side of page 3.

Statement of acreage and valuation in the year 2026 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Township or City	Real Property Equalized by County Board of Commissioners						
	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7) Total Real Property
Saint Johns City		89,665,825	11,467,300	283,085,592			384,218,717
Victor Township	44,499,200	975,500	1,005,100	246,753,100			293,232,900
Watertown Township	49,723,950	40,717,850	43,217,850	444,550,600			578,210,250
Westphalia Township	121,938,800	4,073,400	1,600,400	125,288,400			252,901,000
Totals for County	1,154,307,790	607,281,075	87,196,950	4,216,610,592	0	0	6,065,396,407

Assessed Valuations - REAL

Clinton COUNTY

The instructions for completing this form are on the reverse side of page 3.

Statement of acreage and valuation in the year 2026 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Township or City	Real Property Assessed Valuations Approved by Boards of Review						
	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7) Total Real Property
Bath Township	16,203,900	147,000,500	2,795,500	635,801,800			801,801,700
Bengal Township	104,433,100	856,500	56,300	61,153,600			166,499,500
Bingham Township	64,102,500	31,137,200	3,517,700	168,564,400			267,321,800
Dallas Township	112,575,100	7,007,600	21,800	114,714,900			234,319,400
Dewitt City		21,974,800	15,300	295,446,800			317,436,900
Dewitt Township	21,471,600	149,808,900	6,602,000	785,742,500			963,625,000
Duplain Township	100,030,500	4,180,900	2,673,900	91,226,300			198,111,600
Eagle Township	55,820,500	14,858,100	1,228,800	181,798,400			253,705,800
East Lansing City		66,358,000		120,792,900			187,150,900
Essex Township	76,532,100	1,515,900	1,134,600	94,108,400			173,291,000
Grand Ledge City							0
Greenbush Township	66,630,400	5,431,600	2,895,800	125,501,100			200,458,900
Lansing City	300,400	7,646,600	306,100				8,253,100
Lebanon Township	92,429,000		15,000	31,139,600			123,583,600
Olive Township	68,707,100	1,743,000	495,200	157,306,200			228,251,500
Ovid City	279,500	8,694,200	7,137,900	34,127,100			50,238,700
Ovid Township	75,534,440	3,057,300	1,010,400	96,893,600			176,495,740
Riley Township	83,095,700	577,400		122,615,300			206,288,400
Totals for County							

Assessed Valuations - REAL

Clinton COUNTY

The instructions for completing this form are on the reverse side of page 3.

Statement of acreage and valuation in the year 2026 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Township or City	Real Property Assessed Valuations Approved by Boards of Review						
	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7) Total Real Property
Saint Johns City		89,665,825	11,467,300	283,085,592			384,218,717
Victor Township	44,499,200	975,500	1,005,100	246,753,100			293,232,900
Watertown Township	49,723,950	40,717,850	43,217,850	444,550,600			578,210,250
Westphalia Township	121,938,800	4,073,400	1,600,400	125,288,400			252,901,000
Totals for County	1,154,307,790	607,281,075	87,196,950	4,216,610,592	0	0	6,065,396,407

OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF CLINTON COUNTY

WE HEREBY CERTIFY that section one column one is a true statement of the number of acres of land in each township and city in Clinton County.

WE FURTHER CERTIFY that section one is a true statement of the value of real property and of the personal property in each township and city in Clinton County in the year 2026 as assessed and of the valuation of the real property and personal property in each township and city in said county as equalized by the Board of County Commissioners of said county.

WE FURTHER CERTIFY that section two is a true statement of the equalized valuations of real property classifications in each township and city in Clinton County in the year 2026 as determined by the Board of County Commissioners of said county.

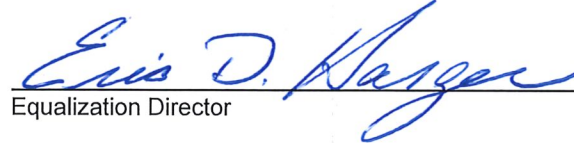
WE FURTHER CERTIFY that section three is a true statement of the assessed valuations, approved by the Board of Review, of real property classifications in each township and city in _____ County in the year 2026 as determined by the Board of County Commissioners of said county.

WE FURTHER CERTIFY that said statement does not embrace any property taxed under P.A. 77 of 1951; P.A. 68 of 1963; P.A. 198 of 1974; P.A. 255 of 1978; P.A. 385 of 1984; P.A. 224 of 1985; P.A. 147 of 1992 or Section 5 of Article IX of the Constitution of the State of Michigan.

These certifications are made on the _____ day of April 2026, at a meeting of said board held pursuant to the provisions of MCL 209.1 - 209.8.

Signed this _____ day of April, 2026.

Chairperson of Board of Commissioners



Equalization Director

Clerk of Board of Commissioners

INSTRUCTIONS FOR COMPLETING THE 608 (L-4024) ASSESSED AND EQUALIZED VALUATIONS WORKSHEET

This form is due on or before the first Monday in May to the State Tax Commission (STC) (MCL 209.5 (2)) by attaching a signed L-4024 into the Michigan Equalization Gateway (MEG) filing cabinet and submitting the L-4024 form in the MEG county portal by following the instructions below.

The MEG system will autogenerate the L-4023 following the successful save and submission of all local units L-4018 and L-4022AV forms by the county and the acceptance of those forms by Property Services Divisions (PSD) staff. MEG will auto-generate the L-4024 form upon the successful save and submission of the L-4023 form by the county and the acceptance of the L-4023 form by PSD staff. All data on the L-4024 is populated from the previously submitted L-4023, except for the number of acres. Counties must manually enter the assessable acreage for each local unit.

The county must review, in the MEG county portal the L-4024 valuation data for each local unit as well as the county totals. The county shall verify the valuation and acreage data in the MEG county portal then save the L-4024 in the L-4024 form module thereby creating an L-4024 PDF rendering. The county shall print this PDF rendering and present it to your County Board of Commissioners for signing during their equalization session.

MCL 209.5 requires the Equalization Director and the Chairperson and Clerk of the County Board of Commissioners to sign the L-4024. After signing, scan and upload the signed form to the filing cabinet in the MEG county portal. After the paper copy of the L-4024 has been signed, scanned and uploaded to the filing cabinet in MEG, submit the L-4024 in the MEG county portal. Once submitted, the L-4024 report will be locked in MEG. To make subsequent changes please contact the Property Services Division at equalization@michigan.gov.

2026 Tax Rate Request (This form must be completed and submitted on or before September 30, 2026)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes Clinton	2026 Taxable Value of ALL Properties in the Unit as of 05-26-2026 4,207,649,184
Local Government Unit Requesting Millage Levy Clinton County	For LOCAL School Districts: 2026 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2026 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2025 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2026 Current Year "Headlee" Millage Reduction Fraction	(7) 2026 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Allocated	Operating	8/2/2022	5.80	5.7617	.9943	5.7288	1.0000	5.7288	5.7288		12/31/26
Voted	E-911	3/10/20	0.8500	0.8328	.9943	0.8280	1.0000	0.8280		0.8280	12/31/29

Prepared by Eric D. Harger	Telephone Number (989) 224-5173	Title of Preparer Equalization Director	Date
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input checked="" type="checkbox"/> Clerk	Signature	Print Name	Date
<input type="checkbox"/> Secretary			
<input checked="" type="checkbox"/> Chairperson	Signature	Print Name Bruce Delong	Date
<input type="checkbox"/> President			

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2026 for instructions on completing this section.

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

2026 Millage Reduction Fraction Computation

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INSTRUCTIONS: This form is to be completed by the county equalization director for all taxing jurisdictions which levy a property tax in his/her county. This form is to be filed with each unit of government and with the State Tax Commission. Also provide a copy of this form to the equalization director of each county which shares an intercounty taxing jurisdiction. On this initial computation form, the 2026 millage reduction fraction (MRF) can be calculated only for taxing jurisdictions located exclusively within a single county. This will include the county unit as well as all townships and nearly every city and village. The MRF for a school district which is not fractional with any other county can also be calculated and listed on the form. For any taxing jurisdiction which extends into one or more other counties, leave the MRF column blank and enter the notation "IC" for intercounty.

County		CLINTON						
Code Number	Taxing Jurisdiction	2025 Taxable Value as of 5/22/25	2026 Taxable Value as of 5/27/26	Taxable Value of Losses	Taxable Value of Additions	2026 M.R.F.	2026 BTRF	2026 TR/A
CLINTON								
19	CLINTON	4,052,604,680	4,252,719,966	21,450,501	88,023,102			
	Minus RZ	4,052,220,423	4,252,334,506	21,450,501	88,023,102			
	Minus DVE	4,011,392,068	4,207,649,184	21,449,433	86,520,752	0.9943	0.9682	1.0000
010	BATH CHARTER TOWNSHIP	613,036,490	651,753,448	1,088,685	14,151,758			
	Minus DVE	607,205,972	645,398,991	1,088,685	14,071,558	0.9860	0.9601	1.0000
020	BENGAL TOWNSHIP	69,903,671	72,675,994	199,800	529,200			
	Minus DVE	69,627,914	72,392,792	199,800	529,200	0.9922	0.9661	1.0000
030	BINGHAM TOWNSHIP	187,269,830	198,999,706	14,092,364	19,796,700			
	Minus DVE	185,670,107	197,159,688	14,092,364	19,644,200	0.9926	0.9666	1.0000
040	DALLAS TOWNSHIP	117,349,495	122,908,509	347,621	2,681,131			
	Minus DVE	117,004,618	122,554,322	347,621	2,681,131	0.9994	0.9732	1.0000
050	DEWITT CHARTER TWP	712,057,709	751,116,297	1,946,917	15,893,127			
	Minus DVE	704,525,877	742,700,361	1,945,849	15,373,327	0.9921	0.9660	1.0000
060	DUPLAIN	92,066,299	97,046,284	30,129	1,043,579			
	Minus DVE	90,799,345	95,626,813	30,129	922,979	0.9843	0.9585	1.0000
070	EAGLE TOWNSHIP	147,161,398	154,324,654	158,568	1,629,900			
	Minus DVE	144,394,295	151,280,176	158,568	1,575,300	0.9895	0.9635	1.0000
080	ESSEX TOWNSHIP	85,033,450	90,316,199	44,022	2,526,700			
	Minus DVE	84,245,178	89,476,063	44,022	2,487,200	0.9941	0.9680	1.0000
090	GREENBUSH TOWNSHIP	113,712,745	118,963,498	530,677	1,953,640			
	Minus DVE	112,423,144	117,483,953	530,677	1,801,840	0.9934	0.9672	1.0000
100	LEBANON TOWNSHIP	47,360,042	49,390,325	4,760	958,590			
	Minus DVE	47,126,025	49,149,991	4,760	958,590	1.0000	0.9778	1.0000
110	OLIVE TOWNSHIP	135,105,493	141,243,650	160,052	1,895,280			
	Minus DVE	133,817,490	139,899,074	160,052	1,873,480	0.9945	0.9684	1.0000
120	OVID TOWNSHIP	113,883,816	118,930,481	444,842	3,435,270			
	Minus DVE	112,223,360	117,045,738	444,842	3,395,270	1.0000	0.9835	1.0000
130	RILEY TOWNSHIP	106,117,962	111,068,339	157,674	965,272			
	Minus DVE	104,791,282	109,656,119	157,674	965,272	0.9887	0.9627	1.0000
140	VICTOR TOWNSHIP	217,370,336	226,974,030	501,565	6,236,688			
	Minus DVE	214,678,760	224,010,822	501,565	6,164,488	1.0000	0.9832	1.0000
150	WATERTOWN TOWNSHIP	433,246,374	451,730,534	212,067	4,818,050			
	Minus DVE	429,318,607	447,439,206	212,067	4,577,700	0.9951	0.9689	1.0000
160	WESTPHALIA TOWNSHIP	124,312,620	131,328,251	70,116	2,988,535			
	Minus DVE	123,465,753	130,375,456	70,116	2,988,535	0.9948	0.9687	1.0000
19-05	CITY OF LANSING - CLINTON	13,112,568	13,452,642	178,300	297,300	1.0000	0.9832	1.0000
19-20	CITY OF EAST LANSING/CC	156,412,087	159,889,014	95,580	433,100			
	Minus DVE	155,443,026	158,893,792	95,580	433,100	1.0000	0.9804	1.0000
200	CITY OF DEWITT	234,903,371	243,814,214	122,892	816,973			
	Minus DVE	232,178,666	240,941,201	122,892	807,973	0.9925	0.9664	1.0000
300	CITY OF SAINT JOHNS	299,851,903	311,174,601	944,680	3,711,475			
	Minus RZ	299,467,646	310,789,141	944,680	3,711,475			

2026 Millage Reduction Fraction Computation

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INSTRUCTIONS: This form is to be completed by the county equalization director for all taxing jurisdictions which levy a property tax in his/her county. This form is to be filed with each unit of government and with the State Tax Commission. Also provide a copy of this form to the equalization director of each county which shares an intercounty taxing jurisdiction. On this initial computation form, the 2026 millage reduction fraction (MRF) can be calculated only for taxing jurisdictions located exclusively within a single county. This will include the county unit as well as all townships and nearly every city and village. The MRF for a school district which is not fractional with any other county can also be calculated and listed on the form. For any taxing jurisdiction which extends into one or more other counties, leave the MRF column blank and enter the notation "IC" for intercounty.

County		CLINTON						
Code Number	Taxing Jurisdiction	2025 Taxable Value as of 5/22/25	2026 Taxable Value as of 5/27/26	Taxable Value of Losses	Taxable Value of Additions	2026 M.R.F.	2026 BTRF	2026 TR/A
	Minus DVE	296,222,512	307,346,043	944,680	3,711,475	0.9987	0.9725	1.0000
580	CITY OF OVID	33,337,021	35,619,296	119,190	1,260,834			
	Minus DVE	33,117,569	35,365,941	119,190	1,260,834	0.9937	0.9675	1.0000
	(from CLINTON)	33,337,021	35,619,296	119,190	1,260,834			
	Minus DVE	33,117,569	35,365,941	119,190	1,260,834			
	(from SHIAWASSEE)	0	0	0	0			
700	GRAND LEDGE CITY-CLINTON	0	0	0	0	1.0000	1.0000	1.0000
041	VILLAGE OF FOWLER	52,135,095	54,369,428	205,266	922,800			
	Minus DVE	52,052,163	54,284,257	205,266	922,800	0.9979	0.9716	1.0000
061	VILLAGE OF ELSIE	22,366,301	23,221,127	8,956	168,279			
	Minus DVE	21,968,234	22,814,598	8,956	168,279	0.9958	0.9697	1.0000
071	Village of Eagle	3,558,598	3,649,661	29,133	0	0.9932	0.9671	1.0000
081	VILLAGE OF MAPLE RAPIDS	13,202,045	14,518,307	2,400	596,700			
	Minus DVE	13,118,442	14,432,448	2,400	596,700	0.9736	0.9480	1.0000
101	HUBBARDSTON VILLAGE	1,275,680	1,373,206	160	20			
	Minus DVE	1,223,752	1,319,876	160	20	0.9521	0.9271	1.0000
161	VILLAGE OF WESTPHALIA	42,012,787	44,660,038	40,295	1,185,653			
	Minus DVE	41,819,526	44,461,560	40,295	1,185,653	0.9915	0.9654	1.0000

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County		CLINTON					
Code Number	Taxing Jurisdiction	2025 Taxable Value as of 5/22/25	2026 Taxable Value as of 5/27/26	Taxable Value of Losses	Taxable Value of Additions	2026 M.R.F.	2026 BTRF
CLINTON							
19010	DEWITT PUBLIC SCHOOLS	874,256,617	919,071,946	554,635	14,767,890	0.9922	0.9662
	Minus DVE	864,691,367	908,293,670	554,635	14,045,790	0.9924	0.9663
	Non-PRE/MBT	123,206,333	129,732,582	135,320	3,518,100	1.0000	0.9751
050	DEWITT CHARTER TWP	486,534,516	514,868,528	338,073	11,474,217		
	Minus DVE	480,825,173	508,358,981	338,073	10,977,917		
	Non-PRE/MBT	77,072,650	81,408,999	84,200	2,494,400		
110	OLIVE TOWNSHIP	857,981	913,797	20	35,400		
	Non-PRE/MBT	209,953	230,175	20	17,300		
150	WATERTOWN TOWNSHIP	151,960,749	159,475,407	93,650	2,441,300		
	Minus DVE	150,829,547	158,079,691	93,650	2,224,500		
	Non-PRE/MBT	12,292,888	13,388,278	0	779,900		
19-05	CITY OF LANSING - CLINTON	0	0	0	0		
	Non-PRE/MBT	0	0	0	0		
200	CITY OF DEWITT	234,903,371	243,814,214	122,892	816,973		
	Minus DVE	232,178,666	240,941,201	122,892	807,973		
	Non-PRE/MBT	33,630,842	34,705,130	51,100	226,500		
19070	FOWLER PUBLIC SCHOOLS	142,974,356	149,015,646	375,006	3,194,922	1.0000	0.9779
	Minus DVE	142,295,165	148,318,120	375,006	3,194,922	1.0000	0.9779
	Non-PRE/MBT	15,192,204	15,491,922	256,406	931,830	1.0000	1.0258
020	BENGAL TOWNSHIP	22,958,396	24,139,060	80,800	617,692		
	Minus DVE	22,782,798	23,958,721	80,800	617,692		
	Non-PRE/MBT	1,458,349	1,525,290	80,800	61,800		
040	DALLAS TOWNSHIP	34,757,882	36,485,553	85,800	921,000		
	Minus DVE	34,495,937	36,216,537	85,800	921,000		
	Non-PRE/MBT	2,344,845	2,465,722	12,100	175,900		
041	VILLAGE OF FOWLER	52,135,095	54,369,428	205,266	922,800		
	Minus DVE	52,052,163	54,284,257	205,266	922,800		
	Non-PRE/MBT	8,981,359	9,116,194	160,366	213,700		
080	ESSEX TOWNSHIP	17,199,027	17,354,402	1,200	468,600		
	Minus DVE	17,097,953	17,250,600	1,200	468,600		
	Non-PRE/MBT	2,004,925	1,966,147	1,200	461,200		
100	LEBANON TOWNSHIP	15,896,989	16,639,508	1,940	264,830		
	Minus DVE	15,839,347	16,580,310	1,940	264,830		
	Non-PRE/MBT	402,726	418,569	1,940	19,230		
130	RILEY TOWNSHIP	26,967	27,695	0	0		
	Non-PRE/MBT	0	0	0	0		
19071	TR-FOWLER	363,868	0	363,868	0	1.0000	1.0000
	Non-PRE/MBT	0	0	0	0	1.0000	1.0000
	CalcUnitNonRz	CalcUnitPrevNonRz	CalcUnitCurNonRz	alcUnitLossesNonRz	cUnitAdditionsNonRz		
	UnitSchoolNonVeteranText	SchoolNonVeteranPrevious	itSchoolNonVeteranCurrent	olNonVeteranLosses	NonVeteranAdditions		
	Non-PRE/MBT						
19100	BATH COMMUNITY SCHOOLS	395,757,849	414,966,320	717,342	8,100,300	0.9972	0.9709
	Minus DVE	392,130,138	411,000,425	717,342	8,071,300	0.9976	0.9714
	Non-PRE/MBT	97,660,506	101,094,988	166,831	2,978,000	1.0000	0.9936

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County		CLINTON						
Code Number	Taxing Jurisdiction	2025 Taxable Value as of 5/22/25	2026 Taxable Value as of 5/27/26	Taxable Value of Losses	Taxable Value of Additions	2026 M.R.F.	2026 BTRF	
	(from CLINTON)	395,148,492	414,332,953	717,342	8,100,300			
	Minus DVE	391,520,781	410,367,058	717,342	8,071,300			
	Non-PRE/MBT	97,538,806	100,973,288	166,831	2,978,000			
	(from SHIAWASSEE)	609,357	633,367	0	0			
	Non-PRE/MBT	121,700	121,700	0	0			
010	BATH CHARTER TOWNSHIP	326,177,976	344,633,209	541,507	7,151,500			
	Minus DVE	323,175,769	341,309,705	541,507	7,122,500			
	Non-PRE/MBT	69,265,721	73,923,103	158,861	2,785,700			
050	DEWITT CHARTER TWP	40,948,562	43,067,066	162,451	778,600			
	Minus DVE	40,323,058	42,424,675	162,451	778,600			
	Non-PRE/MBT	9,206,103	9,784,403	4,100	172,400			
110	OLIVE TOWNSHIP	277,803	284,225	170	0			
	Non-PRE/MBT	143,159	145,946	170	0			
140	VICTOR TOWNSHIP	6,993,857	7,297,576	7,414	86,900			
	Non-PRE/MBT	663,298	689,348	700	14,200			
19-20	CITY OF EAST LANSING/CC	20,750,294	19,050,877	5,800	83,300			
	Non-PRE/MBT	18,260,525	16,430,488	3,000	5,700			
19101	BATH COMMUNITY SCHOOLS - BAT1 425	846,771	869,628	0	0	1.0000	0.9737	
	Non-PRE/MBT	130,652	134,178	0	0	1.0000	0.9737	
19-20	CITY OF EAST LANSING/CC	846,771	869,628	0	0			
	Non-PRE/MBT	130,652	134,178	0	0			
19120	OVID ELSIE AREA SCHOOLS	362,596,268	380,504,032	1,141,432	6,683,913	0.9930	0.9669	
	Minus DVE	359,735,168	377,239,940	1,141,432	6,523,313	0.9934	0.9673	
	Non-PRE/MBT	82,453,533	85,662,626	246,466	4,303,667	1.0000	1.0104	
	(from CLINTON)	245,164,621	256,203,907	670,768	5,569,982			
	Minus DVE	242,303,521	252,939,815	670,768	5,409,382			
	Non-PRE/MBT	70,153,763	72,616,241	224,972	3,886,767			
	(from SHIAWASSEE)	93,406,285	98,973,129	186,115	888,191			
	Non-PRE/MBT	9,552,841	10,142,327	13,300	350,600			
	(from GRATIOT)	14,046,013	15,031,537	900	114,300			
	Non-PRE/MBT	1,983,626	2,126,360	800	64,300			
	(from SAGINAW)	9,979,349	10,295,459	283,649	111,440			
	Non-PRE/MBT	763,303	777,698	7,394	2,000			
060	DUPLAIN	59,712,451	63,578,962	20,644	863,956			
	Minus DVE	59,005,417	62,732,243	20,644	743,356			
	Non-PRE/MBT	5,002,532	5,565,720	6,716	451,911			
061	VILLAGE OF ELSIE	22,366,301	23,221,127	8,956	168,279			
	Minus DVE	21,968,234	22,814,598	8,956	168,279			
	Non-PRE/MBT	6,344,589	6,494,162	3,897	33,989			
090	GREENBUSH TOWNSHIP	1,044,474	1,071,270	1,363	0			
	Non-PRE/MBT	49,314	50,645	0	0			
120	OVID TOWNSHIP	103,386,075	107,556,601	444,003	3,025,013			
	Minus DVE	102,036,922	105,991,565	444,003	2,985,013			
	Non-PRE/MBT	29,315,784	30,152,161	123,507	2,052,987			
140	VICTOR TOWNSHIP	25,318,299	25,156,651	76,612	251,900			

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	Minus DVE	25,130,905	24,964,198	76,612	251,900			
	Non-PRE/MBT	13,029,200	12,492,290	76,612	251,900			
580	CITY OF OVID	33,337,021	35,619,296	119,190	1,260,834			
	Minus DVE	33,117,569	35,365,941	119,190	1,260,834			
	Non-PRE/MBT	16,412,344	17,861,263	14,240	1,095,980			
19125	PEWAMO WESTPHALIA COMM SCHS	219,499,966	231,910,460	315,100	6,365,666	0.9980	0.9718	
	Minus DVE	219,043,380	231,441,548	315,100	6,365,666	0.9980	0.9718	
	Non-PRE/MBT	23,082,279	25,403,638	30,470	3,173,100	1.0000	1.0369	
	(from CLINTON)	163,243,056	172,172,325	128,711	4,043,366			
	Minus DVE	162,786,470	171,703,413	128,711	4,043,366			
	Non-PRE/MBT	13,448,657	15,350,988	29,470	1,500,600			
	(from IONIA)	56,256,910	59,738,135	186,389	2,322,300			
	Non-PRE/MBT	9,633,622	10,052,650	1,000	1,672,500			
020	BENGAL TOWNSHIP	751,044	769,071	200	0			
	Non-PRE/MBT	31,400	30,000	200	0			
040	DALLAS TOWNSHIP	30,456,518	32,053,528	56,555	837,331			
	Non-PRE/MBT	1,965,412	2,336,782	500	331,300			
070	EAGLE TOWNSHIP	1,016,146	1,057,794	170	14,700			
	Non-PRE/MBT	71,391	73,010	0	0			
100	LEBANON TOWNSHIP	15,113,199	15,690,159	1,070	137,300			
	Non-PRE/MBT	833,375	966,612	1,070	79,100			
130	RILEY TOWNSHIP	5,213,885	5,569,649	1,400	222,400			
	Non-PRE/MBT	430,423	439,464	1,400	1,700			
160	WESTPHALIA TOWNSHIP	68,679,477	72,372,086	29,021	1,645,982			
	Minus DVE	68,416,152	72,101,652	29,021	1,645,982			
	Non-PRE/MBT	3,726,067	4,154,838	8,000	425,600			
161	VILLAGE OF WESTPHALIA	42,012,787	44,660,038	40,295	1,185,653			
	Minus DVE	41,819,526	44,461,560	40,295	1,185,653			
	Non-PRE/MBT	6,390,589	7,350,282	18,300	662,900			
19128	TR-P-W	563,222	578,427	0	0	1.0000	0.9737	
	Non-PRE/MBT	0	0	0	0	1.0000	1.0000	
130	RILEY TOWNSHIP	563,222	578,427	0	0			
	Non-PRE/MBT	0	0	0	0			
19140	ST JOHNS PUBLIC SCHOOLS	972,295,272	1,018,849,128	16,021,012	30,125,418	0.9933	0.9672	
	Minus RZ	971,911,015	1,018,463,668	16,021,012	30,125,418	0.9933	0.9672	
	Minus DVE	961,889,496	1,007,630,282	16,021,012	29,792,118	0.9934	0.9673	
	Non-PRE/MBT	200,253,442	210,461,207	850,607	6,274,756	1.0000	0.9766	
	(from CLINTON)	968,133,095	1,014,432,739	16,015,012	30,077,518			
	Minus RZ	967,748,838	1,014,047,279	16,015,012	30,077,518			
	Minus DVE	957,727,319	1,003,213,893	16,015,012	29,744,218			
	Non-PRE/MBT	199,295,561	209,506,737	844,607	6,247,856			
	(from GRATIOT)	4,162,177	4,416,389	6,000	47,900			
	Non-PRE/MBT	957,881	954,470	6,000	26,900			
020	BENGAL TOWNSHIP	45,830,363	47,767,863	118,800	285,200			
	Minus DVE	45,730,204	47,665,000	118,800	285,200			

2026 Millage Reduction Fraction Computation

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County		CLINTON						
Code Number	Taxing Jurisdiction	2025 Taxable Value as of 5/22/25	2026 Taxable Value as of 5/27/26	Taxable Value of Losses	Taxable Value of Additions	2026 M.R.F.	2026 BTRF	
	Non-PRE/MBT	3,666,408	3,807,026	21,900	83,300			
030	BINGHAM TOWNSHIP	187,269,830	198,999,706	14,092,364	19,796,700			
	Minus DVE	185,670,107	197,159,688	14,092,364	19,644,200			
	Non-PRE/MBT	44,957,472	47,862,359	306,915	1,465,800			
060	DUPLAIN	9,987,547	10,246,195	529	11,344			
	Minus DVE	9,825,694	10,079,972	529	11,344			
	Non-PRE/MBT	2,125,917	2,164,937	529	3,944			
080	ESSEX TOWNSHIP	31,230,452	33,446,572	500	739,200			
	Non-PRE/MBT	2,612,325	2,769,280	500	82,000			
090	GREENBUSH TOWNSHIP	112,668,271	117,892,228	529,314	1,953,640			
	Minus DVE	111,378,670	116,412,683	529,314	1,801,840			
	Non-PRE/MBT	15,319,821	16,362,080	132,420	785,910			
110	OLIVE TOWNSHIP	133,854,451	139,927,259	159,862	1,859,880			
	Minus DVE	132,566,448	138,582,683	159,862	1,838,080			
	Non-PRE/MBT	8,903,870	9,684,758	18,350	664,710			
120	OVID TOWNSHIP	10,497,741	11,373,880	839	410,257			
	Minus DVE	10,186,438	11,054,173	839	410,257			
	Non-PRE/MBT	310,162	716,235	839	410,257			
130	RILEY TOWNSHIP	98,959,391	103,510,876	155,774	742,872			
	Minus DVE	97,773,375	102,243,117	155,774	742,872			
	Non-PRE/MBT	4,256,265	4,578,538	37,283	42,900			
140	VICTOR TOWNSHIP	25,995,074	27,470,013	3,000	455,800			
	Minus DVE	25,308,553	26,757,758	3,000	448,600			
	Non-PRE/MBT	1,311,685	1,549,269	3,000	176,100			
150	WATERTOWN TOWNSHIP	10,981,855	11,590,166	9,350	111,150			
	Minus DVE	10,828,649	11,432,824	9,350	111,150			
	Non-PRE/MBT	792,551	865,202	0	0			
160	WESTPHALIA TOWNSHIP	1,006,217	1,033,380	0	0			
	Non-PRE/MBT	0	0	0	0			
300	CITY OF SAINT JOHNS	299,851,903	311,174,601	944,680	3,711,475			
	Minus RZ	299,467,646	310,789,141	944,680	3,711,475			
	Minus DVE	296,222,512	307,346,043	944,680	3,711,475			
	Non-PRE/MBT	115,039,085	119,147,053	322,871	2,532,935			
19141	TR-ST JOHNS/DEWITT DEBT	129,966	133,474	0	0	1.0000	0.9737	
	Non-PRE/MBT	0	0	0	0	1.0000	1.0000	
050	DEWITT CHARTER TWP	129,966	133,474	0	0			
	Non-PRE/MBT	0	0	0	0			
EATON								
23060	GRAND LEDGE PUBLIC SCHOOLS	275,134,690	288,698,890	151,092	2,799,050	I.C.	I.C.	
	Minus DVE	270,433,534	283,626,869	151,092	2,775,500	I.C.	I.C.	
	Non-PRE/MBT	44,399,382	46,763,596	24,365	655,100	I.C.	I.C.	
070	EAGLE TOWNSHIP	87,095,012	91,482,201	86,552	1,015,400			
	Minus DVE	85,446,692	89,652,047	86,552	1,015,400			
	Non-PRE/MBT	17,389,576	18,131,008	6,100	421,100			
071	Village of Eagle	0	0	0	0			
	Non-PRE/MBT	0	0	0	0			

2026 Millage Reduction Fraction Computation

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County		CLINTON						
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130	RILEY TOWNSHIP	1,203,522	1,226,642	500	0			
	Minus DVE	1,062,858	1,082,181	500	0			
	Non-PRE/MBT	18,200	17,800	500	0			
150	WATERTOWN TOWNSHIP	176,003,217	184,603,600	63,440	1,633,250			
	Minus DVE	173,481,326	181,990,077	63,440	1,609,700			
	Non-PRE/MBT	26,255,174	27,823,765	17,165	191,500			
160	WESTPHALIA TOWNSHIP	10,832,939	11,386,447	600	150,400			
	Minus DVE	10,442,658	10,902,564	600	150,400			
	Non-PRE/MBT	736,432	791,023	600	42,500			
700	GRAND LEDGE CITY-CLINTON	0	0	0	0			
	Non-PRE/MBT	0	0	0	0			
23069	TR-GRAND LEDGE	150,975	155,050	0	0	I.C.	I.C.	
	Non-PRE/MBT	48,606	49,918	0	0	I.C.	I.C.	
130	RILEY TOWNSHIP	150,975	155,050	0	0			
	Non-PRE/MBT	48,606	49,918	0	0			
33022	LANSING PUBLIC SCHOOL DIST - LADW 425	1,252,296	1,304,340	0	0	I.C.	I.C.	
	Non-PRE/MBT	393,581	422,445	0	0	I.C.	I.C.	
19-20	CITY OF EAST LANSING/CC	1,252,296	1,304,340	0	0			
	Non-PRE/MBT	393,581	422,445	0	0			
GRATIOT								
29050	FULTON SCHOOLS	44,061,593	47,160,057	43,172	1,567,650	I.C.	I.C.	
	Minus DVE	43,330,778	46,378,929	43,172	1,528,150	I.C.	I.C.	
	Non-PRE/MBT	7,909,802	8,764,752	3,250	845,650	I.C.	I.C.	
080	ESSEX TOWNSHIP	23,401,926	24,996,918	39,922	722,200			
	Minus DVE	22,798,331	24,346,443	39,922	682,700			
	Non-PRE/MBT	3,388,842	3,828,367	0	336,700			
081	VILLAGE OF MAPLE RAPIDS	13,202,045	14,518,307	2,400	596,700			
	Minus DVE	13,118,442	14,432,448	2,400	596,700			
	Non-PRE/MBT	3,584,166	3,987,639	2,400	260,200			
100	LEBANON TOWNSHIP	7,457,622	7,644,832	850	248,750			
	Minus DVE	7,414,005	7,600,038	850	248,750			
	Non-PRE/MBT	936,794	948,746	850	248,750			
INGHAM								
33010	EAST LANSING SCHOOL DISTRICT	57,780,396	63,882,121	467,871	252,700	I.C.	I.C.	
	Non-PRE/MBT	55,820,255	61,827,732	387,171	30,200	I.C.	I.C.	
	(from CLINTON)	57,780,396	63,882,121	467,871	252,700			
	Non-PRE/MBT	55,820,255	61,827,732	387,171	30,200			
	(from)	0	0	0	0			
	Non-PRE/MBT	0	0	0	0			
010	BATH CHARTER TOWNSHIP	55,801,483	61,912,569	427,171	186,700			
	Non-PRE/MBT	54,106,083	60,072,569	385,071	0			
050	DEWITT CHARTER TWP	1,978,913	1,969,552	40,700	66,000			
	Non-PRE/MBT	1,714,172	1,755,163	2,100	30,200			
19-20	CITY OF EAST LANSING/CC	0	0	0	0			
	Non-PRE/MBT	0	0	0	0			

2026 Millage Reduction Fraction Computation

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County		CLINTON						
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33016	EAST LANSING SCHOOL DISTRICT - ELDW 425	26,484,250	27,614,982	1,980	25,600	I.C.	I.C.	
	Minus DVE	25,935,399	27,051,314	1,980	25,600	I.C.	I.C.	
	Non-PRE/MBT	1,748,047	1,987,931	0	0	I.C.	I.C.	
19-20	CITY OF EAST LANSING/CC	26,484,250	27,614,982	1,980	25,600			
	Minus DVE	25,935,399	27,051,314	1,980	25,600			
	Non-PRE/MBT	1,748,047	1,987,931	0	0			
33020	LANSING PUBLIC SCHOOL DIST	186,200,858	195,026,718	1,434,693	3,811,210	I.C.	I.C.	
	Minus DVE	185,003,873	193,762,720	1,433,625	3,787,710	I.C.	I.C.	
	Non-PRE/MBT	86,490,923	90,930,505	134,417	1,621,065	I.C.	I.C.	
050	DEWITT CHARTER TWP	182,464,804	191,076,704	1,405,693	3,574,310			
	Minus DVE	181,267,819	189,812,706	1,404,625	3,550,810			
	Non-PRE/MBT	83,261,098	87,682,804	127,017	1,610,565			
150	WATERTOWN TOWNSHIP	2,877,249	2,906,978	0	0			
	Non-PRE/MBT	2,825,699	2,859,278	0	0			
19-05	CITY OF LANSING - CLINTON	858,805	829,636	29,000	23,500			
	Non-PRE/MBT	404,126	388,423	7,400	10,500			
19-20	CITY OF EAST LANSING/CC	0	213,400	0	213,400			
	Non-PRE/MBT	0	0	0	0			
33021	LANSING PUBLIC SCHOOL DIST - LADH 425	119,332,239	123,458,793	237,100	384,600	I.C.	I.C.	
	Minus DVE	118,912,029	123,027,239	237,100	384,600	I.C.	I.C.	
	Non-PRE/MBT	56,608,502	58,294,799	51,500	52,900	I.C.	I.C.	
19-05	CITY OF LANSING - CLINTON	12,253,763	12,623,006	149,300	273,800			
	Non-PRE/MBT	6,943,012	7,096,706	48,200	38,600			
19-20	CITY OF EAST LANSING/CC	107,078,476	110,835,787	87,800	110,800			
	Minus DVE	106,658,266	110,404,233	87,800	110,800			
	Non-PRE/MBT	49,665,490	51,198,093	3,300	14,300			
33023	TR-LANSING	948	973	0	0	I.C.	I.C.	
	Non-PRE/MBT	0	0	0	0	I.C.	I.C.	
050	DEWITT CHARTER TWP	948	973	0	0			
	Non-PRE/MBT	0	0	0	0			
33060	HASLETT PUBLIC SCHOOLS	224,802,084	238,720,680	117,217	6,788,558	I.C.	I.C.	
	Minus DVE	221,973,773	235,689,727	117,217	6,737,358	I.C.	I.C.	
	Non-PRE/MBT	40,488,424	44,110,860	69,466	2,460,500	I.C.	I.C.	
010	BATH CHARTER TOWNSHIP	224,802,084	238,720,680	117,217	6,788,558			
	Minus DVE	221,973,773	235,689,727	117,217	6,737,358			
	Non-PRE/MBT	40,488,424	44,110,860	69,466	2,460,500			
33215	WAVERLY SCHOOLS	91,423,304	93,154,383	45,627	632,350	I.C.	I.C.	
	Minus DVE	91,301,836	93,029,636	45,627	632,350	I.C.	I.C.	
	Non-PRE/MBT	57,887,573	59,303,056	0	500,000	I.C.	I.C.	
150	WATERTOWN TOWNSHIP	91,423,304	93,154,383	45,627	632,350			
	Minus DVE	91,301,836	93,029,636	45,627	632,350			
	Non-PRE/MBT	57,887,573	59,303,056	0	500,000			
IONIA								
34110	PORTLAND PUBLIC SCHOOL DIST	60,831,440	63,660,959	72,046	606,300	I.C.	I.C.	
	Minus DVE	59,712,657	62,446,635	72,046	551,700	I.C.	I.C.	
	Non-PRE/MBT	6,406,704	6,717,108	33,846	168,100	I.C.	I.C.	

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County		CLINTON						
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070	EAGLE TOWNSHIP	55,491,642	58,134,998	42,713	599,800			
	Minus DVE	54,372,859	56,920,674	42,713	545,200			
	Non-PRE/MBT	5,148,583	5,409,242	4,513	161,600			
071	Village of Eagle	3,558,598	3,649,661	29,133	0			
	Non-PRE/MBT	1,160,861	1,160,966	29,133	0			
160	WESTPHALIA TOWNSHIP	1,781,200	1,876,300	200	6,500			
	Non-PRE/MBT	97,260	146,900	200	6,500			
MONTCALM								
59020	CARSON CITY CRYSTAL AREA SD	8,892,232	9,415,826	900	307,710	I.C.	I.C.	
	Minus DVE	8,759,474	9,279,484	900	307,710	I.C.	I.C.	
	Non-PRE/MBT	1,026,963	1,315,818	900	307,710	I.C.	I.C.	
100	LEBANON TOWNSHIP	7,616,552	8,042,620	740	307,690			
	Minus DVE	7,535,722	7,959,608	740	307,690			
	Non-PRE/MBT	728,141	945,834	740	307,690			
101	HUBBARDSTON VILLAGE	1,275,680	1,373,206	160	20			
	Minus DVE	1,223,752	1,319,876	160	20			
	Non-PRE/MBT	298,822	369,984	160	20			
SHIAWASSEE								
78040	LAINGSBURG COMM SCHOOL DIST	165,344,140	173,655,149	417,329	5,558,666	I.C.	I.C.	
	Minus DVE	163,526,479	171,596,649	417,329	5,493,666	I.C.	I.C.	
	Non-PRE/MBT	34,258,755	37,490,953	146,603	3,968,200	I.C.	I.C.	
010	BATH CHARTER TOWNSHIP	6,254,947	6,486,990	2,790	25,000			
	Non-PRE/MBT	1,351,370	1,370,979	400	20,500			
110	OLIVE TOWNSHIP	115,258	118,369	0	0			
	Non-PRE/MBT	0	0	0	0			
140	VICTOR TOWNSHIP	158,973,935	167,049,790	414,539	5,533,666			
	Minus DVE	157,156,274	164,991,290	414,539	5,468,666			
	Non-PRE/MBT	32,907,385	36,119,974	146,203	3,947,700			
78042	TR-LAINGSBURG/BATH DEBT	89,171	0	89,171	0	I.C.	I.C.	
	Non-PRE/MBT	0	0	0	0	I.C.	I.C.	
	CalcUnitNonRz	CalcUnitPrevNonRz	CalcUnitCurNonRz	alcUnitLossesNonRz	cUnitAdditionsNonRz			
	UnitSchoolNonVeteranText	SchoolNonVeteranPrevious	itSchoolNonVeteranCurrent	olNonVeteranLosses	NonVeteranAdditions			
	Non-PRE/MBT							

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COMMUNITY COLLEGES							
	LCC	2,252,813,920	2,366,291,457	3,727,557	37,562,258		
	Minus DVE	2,229,803,978	2,341,060,345	3,726,489	36,712,908	0.9921	0.9660
	NOT IN CC	1,790,898,528	1,877,012,683	17,722,044	50,153,134		
	Minus RZ	1,790,514,271	1,876,627,223	17,722,044	50,153,134		
	Minus DVE	1,772,828,616	1,857,309,355	17,722,044	49,500,134	0.9971	0.9708
	MONTCALM COMMUNITY COLLEGE	8,892,232	9,415,826	900	307,710		
	Minus DVE	8,759,474	9,279,484	900	307,710	I.C.	I.C.
INTERMEDIATE SCHOOLS							
	CLINTON RESA	2,969,284,155	3,115,899,061	19,124,527	68,864,417		
	Minus RZ	2,968,899,898	3,115,513,601	19,124,527	68,864,417		
	Minus DVE	2,941,688,541	3,085,505,514	19,124,527	67,619,417	0.9946	0.9684
	(from CLINTON)	2,790,824,064	2,926,811,045	18,461,474	65,380,286		
	Minus RZ	2,790,439,807	2,926,425,585	18,461,474	65,380,286		
	Minus DVE	2,763,612,707	2,896,802,958	18,461,474	64,135,286		
	(from SHIAWASSEE)	94,015,642	99,606,496	186,115	888,191		
	(from GRATIOT)	18,208,190	19,447,926	6,900	162,200		
	(from SAGINAW)	9,979,349	10,295,459	283,649	111,440		
	(from IONIA)	56,256,910	59,738,135	186,389	2,322,300		
	EATON ISD	275,285,665	288,853,940	151,092	2,799,050		
	Minus DVE	270,584,509	283,781,919	151,092	2,775,500	I.C.	I.C.
	GRATIOT - ISABELL ISD	44,061,593	47,160,057	43,172	1,567,650		
	Minus DVE	43,330,778	46,378,929	43,172	1,528,150	I.C.	I.C.
	INGHAM ISD	707,276,375	743,162,990	2,304,488	11,895,018		
	Minus DVE	702,160,550	737,748,070	2,303,420	11,820,318	I.C.	I.C.
	IONIA ISD	60,831,440	63,660,959	72,046	606,300		
	Minus DVE	59,712,657	62,446,635	72,046	551,700	I.C.	I.C.
	MONTCALM ISD	8,892,232	9,415,826	900	307,710		
	Minus DVE	8,759,474	9,279,484	900	307,710	I.C.	I.C.
	SHIAWASSEE ISD	165,433,311	173,655,149	417,329	5,467,088		
	Minus DVE	163,615,650	171,596,649	417,329	5,402,088	I.C.	I.C.
DDAs/LDFAs							
	CORR IMP AUTH	20,132,460	21,175,298	90,018	335,765	0.9877	0.9618
	0	0	0	0	0	1.0000	1.0000
	DOWNTOWN	7,880,250	8,120,048	18,200	28,600	0.9979	0.9716
	DDA - 2021 BASE YR	12,334,545	12,509,958	21,600	20,600	1.0000	0.9859
	LDFA - 1997 BASE YR	19,061,497	19,455,883	4,000	216,600	1.0000	0.9906
	DDA - 2004 BASE YR	0	0	0	0	1.0000	1.0000
AUTHORITIES							
	00001	6,130,364,900	6,517,534,480	10,886,850	141,517,580		
	Minus DVE	6,072,059,720	6,453,989,910	10,886,850	140,715,580	0.9860	0.9601

COMMITTEE AGENDA ITEM

8

DATE OF MEETING:

ESTIMATE OF TIME NEEDED:

NUMBER OF ATTACHMENTS:

REQUESTOR:

04/08/26

10 minutes

2

Kyle Thornton

BRIEFLY DESCRIBE THE ISSUE THE COMMITTEE IS BEING ASKED TO CONSIDER:

In December of 2025 the Parks and Green Space Department was awarded the Recreation Passport Grant from the Michigan Department of Natural Resources (MDNR). The grant will be used to help with phase one (1) development of Clinton Trails County Park; which included non-motorized trails, vaulted toilet, expanding the parking lot and walkways.

REQUESTED ACTION:

The Ways & Means Committee to:

- 1) approve the MDNR Michigan Recreation Passport Grant Program Development Project Agreement;
- 2) adopt a resolution authorizing the MDNR Michigan Recreation Passport Grant Program Development Project Agreement;
- 3) approve a budget amendment of \$50,000 in the Public Improvement Fund for the Major Capital Project "Parks and Green Space Grant Match" for the FY26 matching requirements planned to occur in FY27;
- 4) authorize the Clinton County Administrator to sign all necessary documents

ADDITIONAL INFORMATION:

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Submit by Email

Please submit to Administration at least 1 week before the meeting.



MICHIGAN RECREATION PASSPORT GRANT PROGRAM
DEVELOPMENT PROJECT AGREEMENT

This Agreement is between Clinton County in the county of Clinton County, hereinafter referred to as the "GRANTEE," and the MICHIGAN DEPARTMENT OF NATURAL RESOURCES, an agency of the State of Michigan, hereinafter referred to as the "DEPARTMENT."

The purpose of this Agreement is to provide funding in exchange for work to be performed for the project named below. This Agreement is subject to the terms and conditions specified herein.

Project Title: Clinton Trails County Park - Phase 1 Trails Development Project #: RP25-0005
Amount of grant: \$150,000.00 37% PROJECT TOTAL: \$400,000.00
Amount of match: \$250,000.00 63%
Start Date: Date of Execution by the DEPARTMENT End Date: 03/31/2028

As a precondition to the effectiveness of the Agreement, the GRANTEE is required to sign the Agreement and return it to the DEPARTMENT with the required attachments by 05/05/2026 or the Agreement may be cancelled by the DEPARTMENT. This Agreement is not effective until the GRANTEE has signed it, returned it, and the DEPARTMENT has signed it.

The individuals signing below certify by their signatures that they are authorized to sign this Agreement on behalf of their agencies, and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

GRANTEE

SIGNED
By:
Title:
Date:

CV0047978 26
SIGMA Vendor Number SIGMA Address Code

MICHIGAN DEPARTMENT OF NATURAL RESOURCES

SIGNED
By:
Clay Summers, Section Manager

Date of Execution by DEPARTMENT

1. This Agreement shall be administered on behalf of the DEPARTMENT by the Grants Management Section within the Finance and Operations Division. All notices, reports, documents, requests, actions or other communications required between the DEPARTMENT and the GRANTEE shall be submitted through the department's online grant management system, MiGrants, which is accessed through www.michigan.gov/DNR-grants. Primary points of contact pertaining to this agreement shall be:

GRANTEE CONTACT

Name/Title

Organization

Address

Address

Telephone Number

E-mail Address

DEPARTMENT CONTACT

Recreation Passport Grant Program Manager

Name/Title

Grants Management/DNR Finance & Operations

Organization

525 W. Allegan Street, Lansing, MI 48933

Address

P.O. Box 30425, Lansing, MI 48909

Address

517-284-7268

Telephone Number

DNR-Grants@michigan.gov

E-mail Address

2. The legal description of the project area and boundary map of the project area uploaded to MiGrants are by this reference made part of this Agreement. The Agreement together with the referenced documents in MiGrants constitute the entire Agreement between the parties and may be modified only in writing and executed in the same manner as the Agreement is executed.
3. The time period allowed for project completion is from **03/06/2026** through **03/31/2028**, hereinafter referred to as the "project period." Requests by the GRANTEE to extend the project period shall be submitted in MiGrants before the expiration of the project period. Extensions to the project period are at the discretion of the DEPARTMENT and may only be extended by an amendment to this Agreement.
4. The words "project area" shall mean the land and area described in the legal description and as identified on the boundary map in MiGrants.
5. The words "project facilities" shall mean the following individual components, as further described in the application:

- Access Pathway 6' wide or more
- Trail 8' wide or more
- Vault/Pit Toilet(s)
- Crushed Stone Parking Lot
- Landscaping

6. The DEPARTMENT agrees as follows:

- a. grant the GRANTEE a sum of money equal to **Thirty-Seven percent (37%) of Four Hundred Thousand dollars (\$400,000.00)**, which is the total eligible cost of construction of the project facilities including engineering costs, but in any event not to exceed **One Hundred and Fifty Thousand dollars (\$150,000.00)**.
- b. grant these funds in the form of reimbursements to the GRANTEE for eligible costs and expenses incurred as follows:
 - i. Payments will be made on a reimbursement basis at **Thirty-Seven percent (37%)** of the eligible expenses incurred by the GRANTEE up to 90% of the maximum reimbursement allowable under the grant.
 - ii. Reimbursement will be made only upon DEPARTMENT review and approval of a complete reimbursement request submitted by the GRANTEE on a form provided by the DEPARTMENT which includes an expenditure list supported by documentation as required by the DEPARTMENT, including but not limited to copies of invoices, cancelled checks, EFTs and/or list of volunteer and/or force account time and attendance records.
 - iii. The DEPARTMENT shall conduct an audit of the project's financial records upon approval of the final reimbursement request by DEPARTMENT staff. The DEPARTMENT may issue an audit report with no deductions or may find some costs ineligible for reimbursement.
 - iv. Final payment will be released upon completion of a satisfactory audit by the DEPARTMENT and documentation that the GRANTEE has erected a RGP plaque in compliance with Section 7(j) of this Agreement.

7. The GRANTEE agrees as follows:

- a. immediately make available all funds needed to incur all necessary costs required to complete the project and to provide **Two Hundred and Fifty Thousand dollars (\$250,000.00)** in local match. This sum represents **Sixty-Three percent (63%)** of the total eligible cost of construction including engineering costs. Any cost overruns incurred to complete the project facilities called for by this Agreement shall be the sole responsibility of the GRANTEE.
- b. with the exception of engineering costs as provided for in Section 8, to incur no costs toward completion of the project facilities before execution of this Agreement and before DEPARTMENT approval of plans, specifications and bid documents.
- c. complete construction of the project facilities to the satisfaction of the DEPARTMENT and to comply with the development project procedures set forth by the DEPARTMENT in completion of the project, including but not limited to the following:
 - i. All projects with a total project cost of \$15,000 or greater GRANTEE shall retain the services of a professional architect, landscape architect, or engineer, registered in the State of Michigan to serve as the GRANTEE'S Prime Professional. The Prime Professional shall prepare the plans, specifications and bid documents for the project

and oversee project construction.

- ii. **Within 180 days** following execution of this Agreement by the GRANTEE and the DEPARTMENT and before soliciting bids or quotes or incurring costs other than costs associated with the development of plans, specifications, or bid documents, provide the DEPARTMENT with plans, specifications, and bid documents for the project facilities, sealed by the GRANTEE'S Prime Professional (Prime Professional is not required for grants less than \$15,000).
 - iii. Upon DEPARTMENT approval of plans, specifications and bid documents, openly advertise and seek written bids for contracts for purchases or services with a value equal to or greater than \$50,000 and accept the lowest qualified bid as determined by the GRANTEE'S Prime Professional.
 - iv. Upon DEPARTMENT approval of plans, specifications and bid documents, solicit three (3) written quotes for contracts for purchases or services between \$5,000 and \$50,000 and accept the lowest qualified bid as determined by the GRANTEE'S Prime Professional.
 - v. Maintain detailed written records of the contracting processes used and submit these records to the DEPARTMENT upon request.
 - vi. Complete construction to all applicable local, state and federal codes, as amended; including but not limited to the federal Americans with Disabilities Act (ADA) of 2010, as amended; the Persons with Disabilities Civil Rights Act, Act 220 of 1976, as amended; the Playground Equipment Safety Act, P.A. 16 of 1997, as amended; the Utilization of Public Facilities by Physically Limited Act, P.A. 1 of 1966, as amended; and the Elliott-Larsen Civil Rights Acts, Act 453 of 1976, as amended; 2013 Access Boards Final Guidelines for Outdoor Developed Areas.
 - vii. Bury all new utilities within the project area.
 - viii. Correct any deficiencies discovered at the final inspection within 90 days of written notification by the DEPARTMENT. These corrections shall be made at the GRANTEE'S expense and are eligible for reimbursement at the discretion of the DEPARTMENT and only to the degree that the GRANTEE'S prior expenditures made toward completion of the project are less than the grant amount allowed under this Agreement.
- d. operate the project facilities for a minimum of **20** years (useful life of facilities anticipated), to regulate the use thereof to the satisfaction of the DEPARTMENT, and to appropriate such monies and/or provide such services as shall be necessary to provide such adequate maintenance.
 - e. provide to the DEPARTMENT for approval, a complete tariff schedule containing all charges to be assessed against the public utilizing the project area and/or any of the facilities constructed thereon, and to provide to the DEPARTMENT for approval, all amendments thereto before the effective date of such amendments. Preferential membership or annual permit systems are prohibited on grant assisted sites, except to the extent that differences

in admission and other fees may be instituted on the basis of residence. Nonresident fees shall not exceed twice that charged residents. If no resident fees are charged, nonresident fees may not exceed the rate charged residents at other comparable state and local public recreation facilities.

- f. adopt such ordinances and/or resolutions as shall be required to effectuate the provisions of this Agreement; certified copies of all such ordinances and/or resolutions adopted for such purposes shall be forwarded to the DEPARTMENT before the effective date.
 - g. separately account for any revenues received from the project area which exceed the demonstrated operating costs and to reserve such surplus revenues for the future maintenance and/or expansion of the GRANTEE'S park and recreation program.
 - h. furnish the DEPARTMENT, upon request, detailed statements covering the annual operation of the project area and/or project facilities, including income and expenses and such other information the DEPARTMENT might reasonably require.
 - i. maintain the premises in such condition as to comply with all federal, state, and local laws which may be applicable and to make any and all payments required for all taxes, fees, or assessments legally imposed against the project area.
 - j. erect and maintain a sign on the property for the life of the facilities which designates this project as one having been constructed with the assistance of the RGP. The size, color and design of this sign shall be in accordance with DEPARTMENT specification.
 - k. conduct a dedication/ribbon-cutting ceremony as soon as possible after the project is completed and the RGP sign is erected within the project area. At least 30 days prior to the dedication/ribbon-cutting ceremony, the DEPARTMENT must be notified in writing the date, time, and location of the dedication/ribbon-cutting ceremony. GRANTEE shall provide notice of ceremony to the local media. The use of the program logo and a brief description of the program are strongly encouraged in brochures related to public recreation produced by the GRANTEE. Upon the discretion of the DEPARTMENT, the requirement to conduct a dedication/ribbon-cutting ceremony may be waived.
8. Only eligible costs and expenses incurred toward completion of the project facilities after execution of the Project Agreement shall be considered for reimbursement under the terms of this Agreement. Eligible engineering costs incurred toward completion of the project facilities beginning **January 1, 2026** and throughout the project period are also eligible for reimbursement. Any costs and expenses incurred after the project period shall be the sole responsibility of the GRANTEE.
9. To be eligible for reimbursement, the GRANTEE shall comply with the DEPARTMENT requirements. At a minimum, the GRANTEE shall:
- a. submit a progress report every 180 days during the project period.
 - b. submit complete requests for partial reimbursement when the GRANTEE is eligible to request at least 25 percent of the grant amount and construction contracts have been

executed or construction by force account labor has begun. For grants \$15,000 or less, the request reimbursement should be submitted for entire amount at completion of the project.

- c. submit a complete request for final reimbursement within **90 days of project completion and no later than 6/30/2028**. If the GRANTEE fails to submit a complete final request for reimbursement by **6/30/2028**, the DEPARTMENT may audit the project costs and expenses and make final payment based on documentation on file as of that date or may terminate this Agreement and require full repayment of grant funds by the GRANTEE.
10. During the project period, the GRANTEE shall obtain prior authorization from the DEPARTMENT before adding, deleting, or making a significant change to any of the project facilities as proposed. Approval of changes is solely at the discretion of the DEPARTMENT. Furthermore, during the life of the facilities, the GRANTEE shall obtain prior written authorization from the DEPARTMENT before implementing a change that significantly alters the project facilities as constructed and/or the project area, including but not limited to discontinuing use of a project facility or making a significant change in the recreational use of the project area.
 11. All project facilities constructed or purchased by the GRANTEE under this Agreement shall be placed and used at the project area and solely for the purposes specified in the application and this Agreement.
 12. The project area and all facilities provided thereon and the land and water access ways to the project facilities shall be open to the general public at all times on equal and reasonable terms. No individual shall be denied ingress or egress thereto or the use thereof on the basis of sex, race, color, religion, national origin, residence, age, height, weight, familial status, marital status, or disability.
 13. Unless an exemption has been authorized by the DEPARTMENT pursuant to this Section, the GRANTEE hereby represents that it possesses fee simple title, free of all liens and encumbrances, to the project area. The fee simple title acquired shall not be subject to: 1) any possibility of reverter or right of entry for condition broken or any other executory limitation which may result in defeasance of title or 2) any reservations or prior conveyance of coal, oil, gas, sand, gravel or other mineral interests. For any portion of the project area that the GRANTEE does not possess in fee simple title, the GRANTEE hereby represents that it has:
 - a. supplied the DEPARTMENT with an executed copy of the approved lease or easement, and
 - b. confirmed through appropriate legal review that the terms of the lease or easement are consistent with GRANTEE'S obligations under this Agreement and will not hinder the GRANTEE'S ability to comply with all requirements of this Agreement. In no case shall the lease or easement tenure be less than 20 years from the date of execution of this Agreement.
 14. The GRANTEE shall not allow any encumbrance, lien, security interest, mortgage or any evidence of indebtedness to attach to or be perfected against the project area or project facilities included in this Agreement.
 15. During the life of the facilities, none of the project area, nor any of the project facilities

constructed under this Agreement, shall be wholly or partially conveyed, either in fee, easement or otherwise, or leased for a term of years or for any other period, nor shall there be any whole or partial transfer of the lease title, ownership, or right of maintenance or control by the GRANTEE except with the written approval and consent of the DEPARTMENT. The GRANTEE shall regulate the use of the project area to the satisfaction of the DEPARTMENT.

16. The assistance provided to the GRANTEE as a result of this Agreement is intended to have a lasting effect on the supply of recreation, scenic beauty sites, and recreation facilities beyond the financial contribution alone and commits the project area to Michigan's recreation estate for the useful life of the project facilities, therefore:
 - a. the GRANTEE agrees that, during the life of the facilities, the project area or any portion thereof will not be converted to other than public recreation use without prior written approval by the DEPARTMENT and implementation of mitigation approved by the DEPARTMENT, including but not limited to replacement with land and/or project facilities of similar recreation usefulness and fair market value.
 - b. approval of a conversion shall be at the sole discretion of the DEPARTMENT.
 - c. before completion of the project, the GRANTEE and the DEPARTMENT may mutually agree to alter the project area through an amendment to this Agreement to provide the most satisfactory public outdoor recreation area.
17. Should title to the lands in the project area or any portion thereof be acquired from the GRANTEE by any other entity through exercise of the power of eminent domain, the GRANTEE agrees that the proceeds awarded to the GRANTEE shall be used to replace the lands and project facilities affected with recreation lands and project facilities of equal or greater fair market value, and of reasonably equivalent usefulness and location. The DEPARTMENT shall approve such replacement only upon such conditions as it deems necessary to assure the replacement by GRANTEE of other recreation properties and project facilities of equal or greater fair market value and of reasonably equivalent usefulness and location. Such replacement land shall be subject to all the provisions of this Agreement.
18. The GRANTEE acknowledges that:
 - a. the GRANTEE has examined the project area and has found the property safe for public use or actions will be taken by the GRANTEE before beginning the project to assure safe use of the property by the public, and
 - b. the GRANTEE is solely responsible for development, operation, and maintenance of the project area and project facilities, and that responsibility for actions taken to develop, operate, or maintain the property is solely that of the GRANTEE, and
 - c. the DEPARTMENT'S involvement in the premises is limited solely to the making of a grant to assist the GRANTEE in developing project site.
19. The GRANTEE assures the DEPARTMENT that the proposed State-assisted action will not have a negative effect on the environment and, therefore, an Environmental Impact Statement is

not required.

20. The GRANTEE hereby acknowledges that this Agreement does not require the State of Michigan to issue any permit required by law to construct the recreational project that is the subject of this Agreement. Such permits include, but are not limited to, permits to fill or otherwise occupy a floodplain, and permits required under Parts 301 and 303 of the Natural Resources and Environmental Protection Act, Act 451 of the Public Acts 451 of 1994, as amended. It is the sole responsibility of the GRANTEE to determine what permits are required for the project, secure the needed permits and remain in compliance with such permits.
21. Before the DEPARTMENT will approve plans, specifications, or bid documents; or give written approval to the GRANTEE to advertise, seek quotes, or incur costs for this project, the GRANTEE must provide documentation to the DEPARTMENT that indicates either:
 - a. it is reasonable for the GRANTEE to conclude, based on the advice of an environmental consultant, as appropriate, that no portion of the project area is a facility as defined in Part 201 of the Michigan Natural Resources and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended;or
 - b. if any portion of the project area is a facility, documentation that Department of Environmental, Great Lakes and Energy-approved response actions have been or will be taken to make the site safe for its intended use within the project period, and that implementation and long-term maintenance of response actions will not hinder public recreation use and/or the resource protection values of the project area.
22. If the DEPARTMENT determines that, based on contamination, the project area will not be made safe for the planned recreation use within the project period, or another date established by the DEPARTMENT in writing, or if the DEPARTMENT determines that the presence of contamination will reduce the overall usefulness of the property for public recreation and resource protection, the grant may be cancelled by the DEPARTMENT with no reimbursement made to the GRANTEE.
23. The GRANTEE shall acquire and maintain insurance which will protect the GRANTEE from claims which may arise out of or result from the GRANTEE'S operations under this Agreement, whether performed by the GRANTEE, a subcontractor or anyone directly or indirectly employed by the GRANTEE, or anyone for whose acts may hold them liable. Such insurance shall be with companies authorized to do business in the State of Michigan in such amounts and against such risks as are ordinarily carried by similar entities, including but not limited to public liability insurance, worker's compensation insurance or a program of self-insurance complying with the requirements of Michigan law. The GRANTEE shall provide evidence of such insurance to the DEPARTMENT at its request.
24. Nothing in this Agreement shall be construed to impose any obligation upon the DEPARTMENT to operate, maintain or provide funding for the operation and/or maintenance of any recreational facilities in the project area.

25. The GRANTEE hereby represents that it will defend any suit brought against either party which involves title, ownership, or any other rights, whether specific or general rights, including appurtenant riparian rights, to and in the project area of any lands connected with or affected by this project.
26. The GRANTEE is responsible for the use and occupancy of the premises, the project area and the facilities thereon. The GRANTEE is responsible for the safety of all individuals who are invitees or licensees of the premises. The GRANTEE will defend all claims resulting from the use and occupancy of the premises, the project area and the facilities thereon. The DEPARTMENT is not responsible for the use and occupancy of the premises, the project area and the facilities thereon.
27. Failure by the GRANTEE to comply with any of the provisions of this Agreement shall constitute a material breach of this Agreement.
28. Upon breach of the Agreement by the GRANTEE, the DEPARTMENT may, in addition to any other remedy provided by law,:
 - a. terminate this Agreement; and/or
 - b. withhold and/or cancel future payments to the GRANTEE on any or all current recreation grant projects until the violation is resolved to the satisfaction of the DEPARTMENT; and/or
 - c. withhold action on all pending and future grant applications submitted by the GRANTEE under the RPGP, Michigan Natural Resources Trust Fund, and Land and Water Conservation Fund; and/or
 - d. require repayment of grant funds already paid to GRANTEE.
 - e. require specific performance of the Agreement.
29. This Agreement may be canceled by the DEPARTMENT, upon 30 days written notice, due to Executive Order, budgetary reduction, other lack of funding; upon request by the GRANTEE; or upon mutual Agreement by the DEPARTMENT and GRANTEE. The DEPARTMENT may honor requests for just and equitable compensation to the GRANTEE for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the DEPARTMENT and the DEPARTMENT will no longer be liable to pay the GRANTEE for any further charges to the grant.
30. The GRANTEE agrees that the benefit to be derived by the State of Michigan from the full compliance by the GRANTEE with the terms of this Agreement is the preservation, protection and the net increase in the quality of public recreation facilities and resources which are available to the people of the State and of the United States and such benefit exceeds to an immeasurable and unascertainable extent the amount of money furnished by the State of Michigan by way of assistance under the terms of this Agreement. The GRANTEE agrees that after final reimbursement has been made to the GRANTEE, repayment by the GRANTEE of grant funds received would be inadequate compensation to the State for any breach of this Agreement. The GRANTEE further agrees therefore, that the appropriate remedy in the event

of a breach by the GRANTEE of this Agreement after final reimbursement has been made shall be the specific performance of this Agreement.

31. Prior to the completion of the project facilities, the GRANTEE shall return all grant money if the project area or project facilities are not constructed, operated or used in accordance with this Agreement.
32. The GRANTEE agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of religion, race, color, national origin, age, sex, sexual orientation, height, weight, marital status, partisan considerations, or a disability or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position. The GRANTEE further agrees that any subcontract shall contain non-discrimination provisions which are not less stringent than this provision and binding upon any and all subcontractors. A breach of this covenant shall be regarded as a material breach of this Agreement.
33. The DEPARTMENT shall terminate and recover grant funds paid if the GRANTEE or any subcontractor, manufacturer, or supplier of the GRANTEE appears in the register compiled by the Michigan Department of Labor and Economic Growth pursuant to Public Act No. 278 of 1980.
34. The GRANTEE agrees to assist DEPARTMENT personnel in promotion of the Recreation Passport Program by distributing marketing materials provided by the DEPARTMENT .
35. The GRANTEE may not assign or transfer any interest in this Agreement without prior written authorization of the DEPARTMENT.
36. The rights of the DEPARTMENT under this Agreement shall continue for the anticipated life of the project facilities as stated in Section 7(d).

If this Agreement is approved by Resolution, a true copy must be attached to this Agreement. A sample Resolution is on the next page.

SAMPLE RESOLUTION
(Development)

Upon motion made by _____, seconded by _____, the following Resolution was adopted:

“RESOLVED, that the _____, Michigan, does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the _____ does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide _____ (\$_____) dollars to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the DEPARTMENT for auditing at reasonable times.
3. To construct the project and provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.”

The following aye votes were recorded: _____

The following nay votes were recorded: _____

STATE OF MICHIGAN)
) ss
COUNTY OF _____)

I, _____, Clerk of the _____, Michigan, do hereby certify that the above is a true and correct copy of the Resolution relative to the Agreement with the Michigan Department of Natural Resources, which Resolution was adopted by the _____ at a meeting held _____.

Signature

Title

Date

CLINTON COUNTY BOARD OF COMMISSIONERS

**COURTHOUSE
100 E. STATE STREET
ST. JOHNS, MICHIGAN 48879-1571
989-224-5120**



Chairperson
Bruce DeLong
Vice-Chairperson
Zach Rudat
Members
Nicole Fickes
Brian Hurtekant
Robert Showers
John Andrews
Dwight Washington

Administrator/Controller
John F. Fuentes
Clerk of the Board
Debra A. Sutherland

RESOLUTION 2026 -XX

AUTHORIZING APPROVAL OF PROJECT AGREEMENT FOR THE RECREATION PASSPORT DEVELOPMENT GRANT (RP25-0005)

Upon motion made by _____, seconded by _____, the following Resolution was adopted:

“RESOLVED, that Clinton County, Michigan, does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the Clinton County Board of Commissioners does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide Clinton County (\$250,000) dollars to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the DEPARTMENT for auditing at reasonable times.
3. To construct the project and provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.”

The following aye votes were recorded: _____

The following nay votes were recorded: _____

STATE OF MICHIGAN

COUNTY OF CLINTON

I, Debra A. Sutherland, Clerk of the County of Clinton do hereby certify that the foregoing resolution was duly adopted by the Clinton County Board of Commissioners at the regular meeting held March 31, 2026, and is on file in the records of this office.

Debra A. Sutherland, Clinton County Clerk

COMMITTEE AGENDA ITEM

9A

DATE OF MEETING:	ESTIMATE OF TIME NEEDED:	NUMBER OF ATTACHMENTS:	REQUESTOR:
04/16/26	3 minutes	0	Rob Wooten - Facilities Director

BRIEFLY DESCRIBE THE ISSUE THE COMMITTEE IS BEING ASKED TO CONSIDER:

There is \$75,000 included in the 2026 CIP budget for Fairgrounds Electrical Improvements. The Fairgrounds Master Plan development process is ongoing with a final report expected in July. It is intended that this report will lead to further discussion regarding the short and long term plans for the Fairgrounds, as well as provide direction regarding the priorities of capital improvement projects at the Fairgrounds.

Pending the outcome of the Master Plan process, there is a desire to implement a first phase of electrical improvements prior to the 2026 4H Fair. This phase would primarily include improvements to the electrical and lighting systems in the covered show arena, lighting improvements in Peck Hall, and minor electrical system improvements to other Fairgrounds buildings.

REQUESTED ACTION:

Approve up to \$25,000 for Fairgrounds Electrical Improvements.

ADDITIONAL INFORMATION:

Submit by Email

Please submit to Administration at least 1 week before the meeting.

COMMITTEE AGENDA ITEM

9B

DATE OF MEETING:	ESTIMATE OF TIME NEEDED:	NUMBER OF ATTACHMENTS:	REQUESTOR:
04/16/26	3 minutes	0	Rob Wooten - Facilities Director

BRIEFLY DESCRIBE THE ISSUE THE COMMITTEE IS BEING ASKED TO CONSIDER:

A formal RFP was issued for Clinton County Janitorial Services on 2/6/26 and four proposals were received in response. It is recommended that a contract for janitorial services be awarded to D Squared. The proposal from D Squared does not exceed the current janitorial services budget.

A bid comparison table is attached.

A copy of the proposed contract is attached.

REQUESTED ACTION:

Authorize Administration to finalize and execute a contract for janitorial services with D Squared.

ADDITIONAL INFORMATION:

Submit by Email

Please submit to Administration at least 1 week before the meeting.

Clinton County Janitorial Services Bid Comparison

	Courthouse Annual Cost	Sheriff's Office Annual Cost	Health Department Annual Cost	Maintenance Facility Annual Cost	Animal Shelter Annual Cost	Fairgrounds Estimated Annual Cost**	TOTAL
D Squared Facilities Management	\$219,970.00	\$9,125.00	\$21,048.00	\$3,850.00	\$1,200.00	\$495.00	\$255,688.00
Facilities 360	\$187,047.16	\$16,326.42	\$40,207.64	\$5,601.60	\$2,687.52	\$8,000.72	\$259,871.06
Peckham	\$209,175.21	\$18,958.02	\$27,356.03	\$6,436.01	\$939.15	\$4,730.00	\$267,594.42
Maid to Clean	\$197,300.00	\$24,750.00	\$59,825.00	\$9,300.00	\$1,944.00	\$6,300.00	\$299,419.00

Courthouse, Sheriff's Office, Health Department, and Maintenance Facility costs include annual carpet cleaning

** Fairgrounds estimated annual costs calculated based on actual number of cleanings for the past year (Smith Hall - 16; FG Restrooms - 2)

**INDEPENDENT CONTRACTOR
JANITORIAL SERVICES AGREEMENT**

THIS AGREEMENT entered into this 22nd day of April, 2026 by and between the County of Clinton ("County") and D Squared Facilities Management ("Contractor")

WITNESSETH:

WHEREAS, the County is in need of janitorial services for Clinton County Courthouse, Mid-Michigan District Health Department, Clinton County Sheriff's Office, Clinton County Maintenance Building, Clinton County Animal Control, Smith Hall, and Fairgrounds Restrooms, all located in St. Johns, Michigan; and

WHEREAS, the Contractor is qualified to provide such services and desires to perform the same.

NOW, THEREFORE, for and in consideration of the mutual covenants hereinafter contained, it is hereby agreed as follows:

A. Services to be performed by the Contractor

1. The Contractor shall provide janitorial services for the Clinton County Courthouse as outlined in Attachment A of this agreement, Mid-Michigan District Health Building as outlined in Attachment B of this agreement, Clinton County Sheriff's Office as outlined in Attachment C of this agreement, Clinton County Maintenance Building as outlined in Attachment D of this agreement, and Clinton County Fairground/Smith Hall as outlined in Attachment E of this agreement, and Clinton County Animal Control Facility as outlined in attachment F of this agreement.

2. The Contractor shall provide, at its own expense, all equipment, labor, and cleaning materials required for the performance of the services to be provided under this Agreement.

B. Compensation

1. For performance of the services described herein at Clinton County Courthouse, the County shall pay to Contractor the monthly sum of \$18,330.83. Amount is to be paid within 30 days of receipt of the monthly invoice.

2. For performance of the services described herein at Mid-Michigan District Health Department, the County shall pay to Contractor the monthly sum of \$1754.00. Amount is to be paid within 30 days of receipt of the monthly invoice.

3. For performance of the services described herein at Clinton County Sheriffs Office, the County shall pay to the Contractor the monthly sum of \$760.41. Amount is to be paid within 30 days of receipt of the monthly invoice.

4. For the performance of the service described herein at Clinton County Maintenance Building, the County shall pay to the Contractor the monthly sum of \$320.83. Amount is to be paid within 30 days of receipt of the monthly invoice.

5. For the performance of the service described herein at Clinton County Fairgrounds/Smith Hall, the County shall pay to Contractor \$27.50 per hour of cleaning after each scheduled facility rental or when requested by the County. Contractor shall provide invoices to the County for services under this section per cleaning or on a monthly basis. The County will pay the invoice within 30 days of receipt of the invoice.

6. For the performance of the service described herein at Clinton County Animal Control Facility, the County shall pay to the Contractor the monthly sum of \$100.00. Amount is to be paid within 30 days of receipt of the monthly invoice.

C. Representations and Warranties of Contractor

1. The Contractor represents and warrants that its performance under this Agreement shall be in a good and workmanlike manner and shall meet the satisfaction and approval of the County Facilities Director, or a successor position designated by the County in writing to Contractor. The Contractor agrees that a designated representative or agent of the County shall have the right to inspect Contractor's performance of its services at any time. The County Facility Director shall be the main point of contact for the County.

2. The Contractor represents and warrants that all of its employees performing services on the County's premises will sign a condition of employment with the Contractor which states that they have never been convicted of any felony or any misdemeanor involving theft or dishonesty. The Contractor shall furnish to the County information meeting the above criteria on each employee.

3. The Contractor shall not employ on the County's premises any person who has been convicted of any felony or any misdemeanor involving theft or dishonesty, or any person who has been fired from a job for theft or dishonesty.

4. The Contractor shall coordinate with the Clinton County Facilities Director or designee to ensure all potential employees complete necessary background checks, fingerprinting, and security training as necessary before new employees are allowed to work in any County facility.

5. The Contractor represents and warrants that it shall render the services required by this Agreement in complete compliance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Contractor shall also meet all federal, state, and local license and authorization requirements.

6. The Contractor represents and warrants that it shall adhere to all federal, state, and local laws, ordinances, rules, and regulations prohibiting discrimination with regard to persons seeking employment. The Contractor shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, condition, or privileges of

employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, sexual preference, sexual orientation, handicap, height, weight, marital status, political affiliation or beliefs, or citizenship.

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D. Independent Contractor

1. It is expressly understood and agreed that the Contractor is an independent contractor. The personnel employed by the Contractor shall in no way be deemed to be and shall not hold themselves out as the employees, servants, or agents of the County and shall not be entitled to any fringe benefits of the County, such as, but not limited to, health and accident insurance, life insurance, paid sick leave or vacation leave, or longevity. The Contractor shall be responsible for the withholding and payment of all applicable taxes, including, but not limited to, income and social security taxes, to the proper federal, state, and local governments. The Contractor shall carry workers' compensation and unemployment compensation coverage for its employees, as required by law.

E. Insurance

1. The Contractor shall procure, pay the premium on, keep and maintain during the term of this Agreement the insurance coverage as required by this paragraph. Workers' Compensation and Employer Liability: statutory requirements and employer liability with limits of \$1,000,000. Commercial General Liability: at least \$1,000,000 for each occurrence of Bodily Injury/Property Damage and \$2,000,000 aggregate. Insurance policies obtained by the Contractor for the services it provides hereunder shall name the County as an additional insured. The Contractor shall provide the County Facilities Director with a Certificate of Insurance evidencing the insurance coverage required by this paragraph. The insurance shall not be canceled nor any major changes made in the policy that restrict or reduce the insurance provided or change the name of the insured without first giving ten (10) days' notice in writing to the County. Any cancellation of the insurance, or any restrictions placed on the insurance, or any reduction of the amount of insurance provided, shall constitute a material breach of this Agreement by Contractor pursuant to Section F.2 of this Agreement, unless the County has agreed to such cancellation, restriction, or reduction.

F. Term and Termination

1. The Contractor shall commence performance of the services and obligations required of it under this Agreement on June 1, 2026 and shall continue for a period of three (3) years. This Agreement shall automatically renew for additional twelve (12)-month periods unless either party gives written notice that it wishes to not renew the Agreement. Written, non-renewal notice must be given at least thirty-(30) days prior to expiration.

2. Either party may terminate this Agreement upon the material breach by the other party of any one or more of the terms and conditions of the Agreement or its Exhibits hereto. The party so failing shall be notified in writing by the other party of the failure and, unless cured or a satisfactory resolution has been agreed upon with thirty (30) calendar days of said written notification, the non-breaching party may terminate this Agreement.

3. The County may terminate this Agreement without cause during the term of this Agreement by giving Contractor written notification of such intent to terminate at least

ninety (90) days prior to the proposed date of termination.

4. In the event of early termination of this Agreement, the County shall reimburse the Contractor for services rendered by the Contractor up to the effective date of termination on a prorated basis, based upon the number of days in the month of the termination.

G. Indemnification

1. To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the County, its Board Members, officers, and employees, from and against costs, losses and damages (including, but not limited to, reasonable fees and charges of attorneys and other professionals, and reasonable court or arbitration, or other disputed resolution costs) caused solely by the negligent acts, errors, or omissions of the Contractor or Contractor's officers, directors, and employees in the performance of Contractor's services under this Agreement.

H. Dispute Resolution

1. The County and the Contractor agree that they shall diligently pursue resolution of all disagreements for a period of thirty (30) days, using a mutually acceptable form of mediated dispute resolution, prior to exercising their rights under other provisions of this Agreement or under the law.

2. Disagreements consisting of claims, counterclaims, disputes, and other matters in question between the parties arising out of or relating to this Agreement shall be in writing.

I. Waivers

1. No failure or delay on the part of either of the parties to this Agreement in exercising any right, power, or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power, or privilege preclude any other or further exercise of any other right, power, or privilege.

J. Modification of Agreement

1. Modifications, amendments, or waivers of any provision of this Agreement may be made only by the written mutual consent of the parties hereto.

K. Assignment

1. The Contractor shall not assign, subcontract, or otherwise transfer its duties and/or obligations under this Agreement without the prior written consent of the County.

L. Disregarding Titles

1. The titles of the paragraphs set forth in this Agreement are inserted for the

convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this Agreement.

M. Completeness of the Agreement

1. This Agreement contains all the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement or any part thereof, shall have any validity or bind any of the parties hereto.

N. Invalid Provisions

1. If any provision of this Agreement is held to be invalid, the remainder of the Agreement shall not be affected thereby, except where the invalidity of the provision would result in the illegality and/or unenforceability of this Agreement.

O. Certification

1. The persons signing this Agreement on behalf of the parties hereto certify by said signatures that they are duly authorized to sign on behalf of said parties and that this Agreement has been authorized by said parties.

P. Applicable Law

1. The terms of this Agreement shall be governed by the laws of the State of Michigan.

IN WITNESS WHEREOF, the parties hereto have fully executed this Agreement on the day and year first above written.

County Representative

Date

Contractor Representative

Date

CLINTON COUNTY

Attachment A

CLINTON COUNTY COURTHOUSE

A. Supervision

The Contractor shall provide competent and adequate supervision at all times to satisfy the requirements and specifications of the Agreement.

The supervisor shall cooperate fully with the representatives of the County and shall be available for inspections of the building at times other than during working hours when requested by the County's representatives and adequate notice has been given.

The Contractor shall provide details of when the items required to be completed on a monthly basis or greater are actually completed to the County Facility Director with a mutually approved method.

B. Employees

The Contractor shall employ competent persons, well trained in their area of work assigned.

Employees of Contractor will be required to wear an identification badge and/or uniform identifying them as an employee of the Contractor. The Contractor shall submit to the Facilities Director a list of employees of the Contractor working in the building and this list shall be updated as employees are hired and terminated.

The Contractor will be held accountable for its employees, who shall not disturb papers on desks, open drawers or cabinets, use telephone or data terminals, or tamper with personal property.

C. Keys

Keys and/or access cards to the buildings shall be furnished by the County and no keys are to be duplicated. The Contractor shall coordinate with The County Facility Director, or designee, to develop and implement procedures to maintain the security of all keys and access cards issued by the County. All County keys and access cards in possession of Contractor shall be returned at the termination of the Agreement.

D. Scope of Work

All custodial service responsibilities will be performed starting at 6 p.m. each day, Monday through Friday. It shall be understood that cleaning responsibilities shall be performed after activities have ended in conference and common areas to provide for a clean building the following day.

Slop sinks and janitorial closets assigned to the Contractor shall be kept in a clean and orderly manner. Upon completion of nightly duties, the lights in each respective suite are to be

turned off and the building and individual office suites made secure by Contractor unless previous arrangements are made.

All common areas will be cleaned five (5) nights per week. Common areas are defined as: courtrooms, boardrooms, conference rooms, public restrooms, employee restrooms, holding cells, jury rooms, public hallways, stairwells, and entryways to the City of St. Johns offices.

- Empty all wastebaskets and recycling containers and wash as needed, both inside and outside the buildings. All waste material will be emptied into the dumpster on the east side of the Courthouse. Recycling to be removed from all areas of building and put into the recycling room on the first floor.
- Exterior ashtrays and trash containers to be emptied and wiped clean at all building entrances. Police immediate areas around entrances and steps for cigarette butts and trash.
- Vacuum all rugs and carpeting.
- Spot clean any spills immediately following a stain.
- Drinking fountains are to be wiped clean with an approved germicidal cleaner and a clean cloth; chrome fixtures shall be polished dry with approved cleaners.
- Linoleum, tile, terrazzo hard surfaced floors, and concrete floors, are to be swept and either mopped or scrubbed. Care is to be exercised to prevent dirt building up in comers, along baseboards, and in cracks and crevices.
- Wash all entryway and doorway glass and frames on the inside and outside.
- Sweep and mop all stairwells to insure clean and acceptable appearance.
- Sweep and mop all corridor areas to maintain appearance.
- Restrooms
 - o Floors are to be swept and mopped or scrubbed nightly with pre- approved disinfectant.
 - o Special attention shall be given to floors around stools and urinals to assure the elimination of stains and odors and to maintain a uniformly clean appearance throughout.
 - o Stools, seats, and urinals to be washed inside and out with a disinfectant detergent. All splashing around stools and urinals to be removed.
 - o Holding cell areas are to be thoroughly cleaned and disinfected nightly with an approved cleaner to ensure stainless steel integrity.
 - o Washbasins shall be wiped clean with an approved cleaner. Soap dispensers, towel dispensers, mirrors, chrome fixtures shall be damp wiped and polished dry with a clean cloth.
 - o Dust all ceiling diffusers, windowsills, ledges, grills, and

- o stall partitions.
- o Restroom partitions, switch plates, door push plates, and door kick plates shall be clean and kept free of marks and stains.
- o Empty all trash receptacles and empty and disinfect all feminine receptacles, replace all trash liners in waste receptacles.
- o Replenish all supplies: paper towel, toilet paper, soap for dispensers and deodorant blocks as needed. (Supplies for this item will be provided by the County).

All office areas will be cleaned three (3) nights per week: Monday, Wednesday, and Friday. Office areas are defined as locked offices, private work desks, office hallways, filing cabinets, break rooms, copy rooms, mailrooms, and private restrooms.

- Empty all wastebaskets and recycling containers and wash as needed, both inside and outside the buildings. All waste material will be emptied into the dumpster on the east side of the Comihouse. Recycling to be removed from all areas of building and put into the recycling room on the first floor.
- Vacuum all rugs and carpeting.
- Spot clean any spills immediately following a stain.
- Linoleum, tile, terrazzo hard surfaced floors, and concrete floors, are to be swept and either mopped or scrubbed. Care is to be exercised to prevent dirt building up in corners, along baseboards, and in cracks and crevices.
- Wipe all desk and counter surfaces with approved cleaning/disinfecting solution.
- Private restrooms shall be cleaned to the above restroom scope.

Weekly Services:

- All office areas and common areas to be dusted, including bookshelves, file cabinets, countertops, and moldings.
- All tile and terrazzo floors shall be spray-buffed as required to maintain acceptable appearance.

Monthly Services:

- Vacuum and spot clean all upholstered furniture as necessary.
- Spot clean all walls in corridors and offices of miscellaneous marks.
- Completely wash down all restroom partitions.
- Wipe down and polish all wooden furniture as necessary.
- All mats and runners to be removed, cleaned, and returned to service when dry.

Quarterly Services:

- Wash all interior windows.

- All restroom ceramic wall tiles to be wiped down and polished to maintain appearance.

Semi-annual Services:

- Light fixtures shall be cleaned throughout the contract area as needed.

Annual Services:

- All non-carpeted areas shall be stripped, scrubbed, and waxed, as needed, to maintain appearances.
- All carpeted areas shall be shampooed or steam cleaned (with County approved equipment) and apply an approved carpet protector, as needed, to maintain an acceptable appearance.

E. Correction of Work

The Contractor shall promptly, within 24 hours, correct all work rejected by the representative of the County as defective or as failing to conform to the custodial service specifications, including failure to execute such work.

CLINTON COUNTY
Attachment B

MID MICHIGAN DISTRICT
HEALTH BUILDING

A. Supervision

The Contractor shall provide competent and adequate supervision at all times to satisfy the requirements and specifications of the Agreement.

The supervisor shall cooperate fully with the representatives of the County and shall be available for inspections of the building at times other than during working hours when requested by the County's representatives and adequate notice has been given.

The Contractor shall provide details of when the items required to be completed on a monthly basis or greater are actually completed to the County Facility Director with a mutually approved method.

B. Employees

The Contractor shall employ competent persons, well trained in their area of work assigned.

Employees of Contractor will be required to wear an identification badge and/or uniform identifying them as an employee of the Contractor. The Contractor shall submit to the Facilities Director a list of employees of the Contractor working in the building and this list shall be updated as employees are hired and terminated.

The Contractor will be held accountable for its employees, who shall not disturb papers on desks, open drawers or cabinets, use telephone or data terminals, or tamper with personal property.

C. Keys

Keys and/or access cards to the buildings shall be furnished by the County and no keys are to be duplicated. The Contractor shall coordinate with The County Facility Director, or designee, to develop and implement procedures to maintain the security of all keys and access cards issued by the County. All County keys and access cards in possession of Contractor shall be returned at the termination of the Agreement.

D. Scope of Work

All custodial service responsibilities will be performed starting at 6 p.m. each day, Monday through Friday. It shall be understood that cleaning responsibilities shall be performed after activities have ended in conference and common areas to provide for a clean building the following day.

Slop sinks and janitorial closets assigned to the Contractor shall be kept in a clean and orderly manner. Upon completion of nightly duties, the lights in each respective suite are to be turned off and the building and individual office suites made secure by Contractor unless previous arrangements are made.

All common areas will be cleaned five (5) nights per week. Common areas are defined as: conference rooms, public restrooms, employee restrooms, public hallways, and exam rooms.

- Empty all wastebaskets and recycling containers and wash as needed, both inside and outside the buildings. All waste material will be emptied into the dumpster on the east side of the Courthouse. Recycling to be removed from all areas of building and put into the recycling room on the first floor.
- Exterior ashtrays and trash containers to be emptied and wiped clean at all building entrances. Police immediate areas around entrances and steps for cigarette butts and trash.
- Vacuum all rugs and carpeting.
- Spot clean any spills immediately following a stain.
- Drinking fountains are to be wiped clean with an approved germicidal cleaner and a clean cloth; chrome fixtures shall be polished dly with approved cleaners.
- Linoleum, tile, terrazzo hard surfaced floors, and concrete floors, are to be swept and either mopped or scrubbed. Care is to be exercised to prevent dirt building up in comers, along baseboards, and in cracks and crevices.
- Wash all entryway and doorway glass and frames on the inside and outside.
- Sweep and mop all stairwells to insure clean and acceptable appearance.
- Sweep and mop all corridor areas to maintain appearance.
- Restrooms
 - o Floors are to be swept and mopped or scrubbed nightly with pre- approved disinfectant.
 - o Special attention shall be given to floors around stools and urinals to assure the elimination of stains and odors and to maintain a uniformly clean appearance throughout.
 - o Stools, seats, and urinals to be washed inside and out with a disinfectant detergent. All splashing around stools and urinals to be removed.

- o Holding cell areas are to be thoroughly cleaned and disinfected nightly with an approved cleaner to ensure stainless steel integrity.
- o Washbasins shall be wiped clean with an approved cleaner. Soap dispensers, towel dispensers, mirrors, chrome fixtures shall be damp wiped and polished dry with a clean cloth.
- o Dust all ceiling diffusers, windowsills, ledges, grills, and stall partitions.
- o Restroom partitions, switch plates, door push plates, and door kick plates shall be clean and kept free of marks and stains.
- o Empty all trash receptacles and empty and disinfect all feminine receptacles, replace all trash liners in waste receptacles.
- o Replenish all supplies: paper towel, toilet paper, soap for dispensers and deodorant blocks as needed. (Supplies for this item will be provided by the County).

All office areas will be cleaned three (3) nights per week: Monday, Wednesday, and Friday. Office areas are defined as locked offices, private work desks, office hallways, filing cabinets, break rooms, copy rooms, mailrooms, and private restrooms.

- Empty all wastebaskets and recycling containers and wash as needed, both inside and outside the buildings. All waste material will be emptied into the dumpster on the east side of the Courthouse. Recycling to be removed from all areas of building and put into the recycling room on the first floor.
- Vacuum all rugs and carpeting.
- Spot clean any spills immediately following a stain.
- Linoleum, tile, terrazzo hard surfaced floors, and concrete floors, are to be swept and either mopped or scrubbed. Care is to be exercised to prevent dirt building up in comers, along baseboards, and in cracks and crevices.
- Wipe all desk and counter surfaces with approved cleaning/disinfecting solution.
- Private restrooms shall be cleaned to the above restroom scope

Weekly Services:

- All office areas and common areas to be dusted, including bookshelves, file cabinets, countertops, and moldings.
- All tile and terrazzo floors shall be spray-buffed as required to maintain acceptable appearance.

Monthly Services:

- Vacuum and spot clean all upholstered furniture as necessary.

- Spot clean all walls in corridors and offices of miscellaneous marks.
- Completely wash down all restroom partitions.
- Wipe down and polish all wooden furniture as necessary.
- All mats and runners to be removed, cleaned, and returned to service when dry.

Quarterly Services:

- Wash all interior windows.
- All restroom ceramic wall tiles to be wiped down and polished to maintain appearance.

Semi-annual Services:

- Light fixtures shall be cleaned throughout the contract area as needed.

Annual Services:

- All non-carpeted areas shall be stripped, scrubbed, and waxed, as needed, to maintain appearances.
- All carpeted areas shall be shampooed or steam cleaned (with County approved equipment) and apply an approved carpet protector, as needed, to maintain an acceptable appearance.

E. Correction of Work

The Contractor shall promptly, within 24 hours, correct all work rejected by the representative of the County as defective or as failing to conform to the custodial service specifications, including failure to execute such work.

CLINTON COUNTY
Attachment C

CLINTON COUNTY SHERIFF'S OFFICE

A. Supervision

The Contractor shall provide competent and adequate supervision at all times to satisfy the requirements and specifications of the Agreement.

The supervisor shall cooperate fully with the representatives of the County and shall be available for inspections of the building at times other than during working hours when requested by the County's representatives and adequate notice has been given.

The Contractor shall provide details of when the items required to be completed on a monthly basis or greater are actually completed to the County Facility Director with a mutually approved method.

B. Employees

The Contractor shall employ competent persons, well trained in their area of work assigned.

Employees of Contractor will be required to wear an identification badge and/or uniform identifying them as an employee of the Contractor. The Contractor shall submit to the Facilities Director a list of employees of the Contractor working in the building and this list shall be updated as employees are hired and terminated.

The Contractor will be held accountable for its employees, who shall not disturb papers on desks, open drawers or cabinets, use telephone or data terminals, or tamper with personal property.

C. Keys

Keys and/or access cards to the buildings shall be furnished by the County and no keys are to be duplicated. The Contractor shall coordinate with The County Facility Director, or designee, to develop and implement procedures to maintain the security of all keys and access cards issued by the County. All County keys and access cards in possession of Contractor shall be returned at the termination of the Agreement.

D. Scope of Work

All custodial service responsibilities will be performed starting at 6 p.m. each day, Monday through Friday. It shall be understood that cleaning responsibilities shall

be performed after activities have ended in conference and common areas to provide for a clean building the following day.

Slop sinks and janitorial closets assigned to the Contractor shall be kept in a clean and orderly manner. Upon completion of nightly duties, the lights in each respective suite are to be turned off and the building and individual office suites made secure by Contractor unless previous arrangements are made.

The administrative areas of the Clinton County Sheriff's Office will be cleaned (3) nights per week: Monday, Wednesday, and Friday:

- Empty all wastebaskets and recycling containers and wash as needed, both inside and outside the buildings. All waste material will be emptied into the dumpster. Recycling to be removed from all areas of building.
- Exterior ashtrays and trash containers to be emptied and wiped clean at all building entrances nightly. Police immediate areas around entrances and steps for cigarette butts and trash.
- Vacuum all rugs and carpeting.
- Spot clean any spills immediately following a stain.
- Drinking fountains are to be wiped clean with an approved germicidal cleaner and a clean cloth; chrome fixtures shall be polished dry with approved cleaners.
- Linoleum, tile, terrazzo hard surfaced floors, and concrete floors, are to be swept and either mopped or scrubbed. Care is to be exercised to prevent dirt building up in comers, along baseboards, and in cracks and crevices.
- Wash all entryway and doorway glass and frames on the inside and outside.
- Sweep and mop all corridor areas to maintain appearance.
- Wipe all desk and counter surfaces with approved cleaning/disinfecting solution.
- Restrooms/Locker rooms
 - o Floors are to be swept and mopped or scrubbed nightly with pre-approved disinfectant.
 - o Special attention shall be given to floors around stools and urinals to assure the elimination of stains and odors and to maintain a uniformly clean appearance throughout.
 - o Stools, seats, and urinals to be washed inside and out with a disinfectant detergent. All splashing around stools and urinals to be removed.
 - o Washbasins shall be wiped clean with an approved cleaner. Soap dispensers, towel dispensers, mirrors, chrome fixtures shall be damp wiped and polished dry with a clean cloth.
 - o Dust all ceiling diffusers, windowsills, ledges, grills, and

- o stall partitions.
- o Restroom partitions, switch plates, door push plates, and door kick plates shall be clean and kept free of marks and stains.
- o Empty all trash receptacles and empty and disinfect all feminine receptacles, replace all trash liners in waste receptacles.
- o Replenish all supplies, roll paper towel, toilet paper, soap for dispensers and deodorant blocks as needed. (Supplies for this item will be provided by the County).

Weekly Services:

- All office areas and common areas to be dusted, including bookshelves, file cabinets, countertops, and moldings.
- All tile and terrazzo floors shall be spray-buffed as required to maintain acceptable appearance.

Monthly Services:

- Vacuum and spot clean all upholstered furniture as necessary.
- Spot clean all walls in corridors and offices of miscellaneous marks.
- Completely wash down all restroom partitions.
- Wipe down and polish all wooden furniture as necessary.
- All mats and runners to be removed, cleaned, and returned to service when dry.

Quarterly Services:

- Wash all interior windows.
- All restroom ceramic wall tiles to be wiped down and polished to maintain appearance.

Semi-annual Services:

- Light fixtures shall be cleaned throughout the contract area as needed.

Annual Services:

- All non-carpeted areas shall be stripped, scrubbed, and waxed, as needed, to maintain appearances.
- All carpeted areas shall be shampooed or steam cleaned (with County approved equipment) and apply an approved carpet protector, as needed, to maintain an acceptable appearance.

E. Correction of Work

The Contractor shall promptly, within 24 hours, correct all work rejected by the representative of the County as defective or as failing to conform to the custodial service specifications, including failure to execute such work.

CLINTON COUNTY
Attachment D

MAINTENANCE BUILDING

A. Supervision

The Contractor shall provide competent and adequate supervision at all times to satisfy the requirements and specifications of the Agreement.

The supervisor shall cooperate fully with the representatives of the County and shall be available for inspections of the building at times other than during working hours when requested by the County's representatives and adequate notice has been given.

The Contractor shall provide details of when the items required to be completed on a monthly basis or greater are actually completed to the County Facility Director with a mutually approved method.

B. Employees

The Contractor shall employ competent persons, well trained in their area of work assigned.

Employees of Contractor will be required to wear an identification badge and/or uniform identifying them as an employee of the Contractor. The Contractor shall submit to the Facilities Director a list of employees of the Contractor working in the building and this list shall be updated as employees are hired and terminated.

The Contractor will be held accountable for its employees, who shall not disturb papers on desks, open drawers or cabinets, use telephone or data terminals, or tamper with personal property.

C. Keys

Keys and/or access cards to the buildings shall be furnished by the County and no keys are to be duplicated. The Contractor shall coordinate with The County Facility Director, or designee, to develop and implement procedures to maintain the security of all keys and access cards issued by the County. All County keys and access cards in possession of Contractor shall be returned at the termination of the Agreement.

D. Scope of Work

All custodial service responsibilities will be performed starting at 6 p.m. each day, Monday through Friday. It shall be understood that cleaning responsibilities shall be performed after activities have ended in conference and common areas to provide for

a clean building the following day.

Slop sinks and janitorial closets assigned to the Contractor shall be kept in a clean and orderly manner. Upon completion of nightly duties, the lights in each respective suite are to be turned off and the building and individual office suites made secure by Contractor unless previous arrangements are made.

The administrative area of the Maintenance Facility will be cleaned one (1) night per week.

- Empty all wastebaskets and recycling containers and wash as needed. All waste material will be emptied into the on-site dumpster. Recycling to be emptied into on-site recycle bins.
- Vacuum all rugs and carpeting.
- Spot clean any spills immediately following a stain.
- Drinking fountains are to be wiped clean with an approved germicidal cleaner and a clean cloth; chrome fixtures shall be polished dry with approved cleaners.
- Linoleum, tile, terrazzo hard surfaced floors, and concrete floors, are to be swept and either mopped or scrubbed nightly. Care is to be exercised to prevent dirt building up in comers, along baseboards, and in cracks and crevices.
- Sweep and mop all corridor areas to maintain appearance.
- Wipe all desk and counter surfaces with approved cleaning/disinfecting solution.
- All office areas and common areas to be dusted, including bookshelves, file cabinets, countertops, and moldings.
- All tile and terrazzo floors shall be spray-buffed as required to maintain acceptable appearance.
- Restrooms
 - o Floors are to be swept and mopped or scrubbed with pre-approved disinfectant.
 - o Special attention shall be given to floors around stools and urinals to assure the elimination of stains and odors and to maintain a uniformly clean appearance throughout.
 - o Stools, seats, and urinals to be washed inside and out with a disinfectant detergent. All splashing around stools and urinals to be removed.
 - o Washbasins shall be wiped clean with an approved cleaner. Soap dispensers, towel dispensers, mirrors, chrome fixtures shall be damp wiped and polished dry with a clean cloth.
 - o Dust all ceiling diffusers, windowsills, ledges, grills, and stall partitions.

- o Restroom partitions, switch plates, door push plates, and door kick plates shall be clean and kept free of marks and stains.
- o Empty all trash receptacles and empty and disinfect all feminine receptacles, replace all trash liners in waste receptacles.
- o Replenish all supplies, roll paper towel, toilet paper, soap for dispensers and deodorant blocks as needed. (Supplies for this item will be provided by the County)

Annual Services

- All non-carpeted areas shall be stripped, scrubbed, and waxed, as needed, to maintain appearances.
- All carpeted areas shall be shampooed or steam cleaned (with County approved equipment) and apply an approved carpet protector, as needed, to maintain an acceptable appearance.

E. Correction of Work

The Contractor shall promptly, within 24 hours, correct all work rejected by the representative of the County as defective or as failing to conform to the custodial service specifications, including failure to execute such work.

CLINTON COUNTY
Attachment E

CLINTON COUNTY FAIRGROUNDS

A. Supervision

The Contractor shall provide competent and adequate supervision at all times to satisfy the requirements and specifications of the Agreement.

The supervisor shall cooperate fully with the representatives of the County and shall be available for inspections of the building at times other than during working hours when requested by the County's representatives and adequate notice has been given.

The Contractor shall provide details of when the items required to be completed on a monthly basis or greater are actually completed to the County Facility Director with a mutually approved method.

B. Employees

The Contractor shall employ competent persons, well trained in their area of work assigned.

Employees of Contractor will be required to wear an identification badge and/or uniform identifying them as an employee of the Contractor. The Contractor shall submit to the Facilities Director a list of employees of the Contractor working in the building and this list shall be updated as employees are hired and terminated.

The Contractor will be held accountable for its employees, who shall not disturb papers on desks, open drawers or cabinets, use telephone or data terminals, or tamper with personal property.

C. Keys

Keys and/or access cards to the buildings shall be furnished by the County and no keys are to be duplicated. The Contractor shall coordinate with The County Facility Director, or designee, to develop and implement procedures to maintain the security of all keys and access cards issued by the County. All County keys and access cards in possession of Contractor shall be returned at the termination of the Agreement.

D. Scope of Work

The Contractor shall clean Smith Hall after every scheduled event or at the request of the County,

The Contractor shall clean the Fairgrounds Restrooms after every scheduled

event or at the request of the County.

Slop sinks and janitorial closets assigned to the Contractor shall be kept in a clean and orderly manner. Upon completion of nightly duties, the lights in each respective suite are to be turned off and the building and individual office suites made secure by Contractor unless previous arrangements are made.

- Empty all wastebaskets and recycling containers and wash as needed, both inside and outside the buildings. All waste material will be emptied into the on-site dumpster.
- Exterior ashtrays and trash containers to be emptied and wiped clean at all building entrances nightly. Police immediate areas around entrances and steps for cigarette butts and trash.
- Vacuum all rugs and carpeting.
- Drinking fountains are to be wiped clean with an approved germicidal cleaner and a clean cloth; chrome fixtures shall be polished dry with approved cleaners.
- Linoleum, tile, terrazzo hard surfaced floors, and concrete floors, are to be swept and either mopped or scrubbed nightly. Care is to be exercised to prevent dirt building up in comers, along baseboards, and in cracks and crevices.
- Sweep and mop all corridor areas to maintain appearance.
- Wipe all counter surfaces with approved cleaning/disinfecting solution.
- Dust all areas as needed including cabinets, countertops, and moldings.
- Restrooms
 - o Floors are to be swept and mopped or scrubbed nightly with pre-approved disinfectant.
 - o Special attention shall be given to floors around stools and urinals to assure the elimination of stains and odors and to maintain a uniformly clean appearance throughout.
 - o Stools, seats, and urinals to be washed inside and out with a disinfectant detergent. All splashing around stools and urinals to be removed.
 - o Washbasins shall be wiped clean with an approved cleaner. Soap dispensers, towel dispensers, mirrors, chrome fixtures shall be damp wiped and polished dry with a clean cloth.
 - o Dust all ceiling diffusers, windowsills, ledges, grills, and stall partitions.
 - o Restroom partitions, switch plates, door push plates, and door kick plates shall be clean and kept free of marks and stains.
 - o Empty all trash receptacles and empty and disinfect all feminine receptacles, replace all trash liners in waste receptacles.

- o Replenish all supplies: paper towel, toilet paper, soap for dispensers and deodorant blocks as needed. (Supplies for this item will be provided by the County)

DRAFT

CLINTON COUNTY
Attachment F

ANIMAL CONTROL FACILITY

F. Supervision

The Contractor shall provide competent and adequate supervision at all times to satisfy the requirements and specifications of the Agreement.

The supervisor shall cooperate fully with the representatives of the County and shall be available for inspections of the building at times other than during working hours when requested by the County's representatives and adequate notice has been given.

The Contractor shall provide details of when the items required to be completed on a monthly basis or greater are actually completed to the County Facility Director with a mutually approved method.

G. Employees

The Contractor shall employ competent persons, well trained in their area of work assigned.

Employees of Contractor will be required to wear an identification badge and/or uniform identifying them as an employee of the Contractor. The Contractor shall submit to the Facilities Director a list of employees of the Contractor working in the building and this list shall be updated as employees are hired and terminated.

The Contractor will be held accountable for its employees, who shall not disturb papers on desks, open drawers or cabinets, use telephone or data terminals, or tamper with personal property.

H. Keys

Keys and/or access cards to the buildings shall be furnished by the County and no keys are to be duplicated. The Contractor shall coordinate with The County Facility Director, or designee, to develop and implement procedures to maintain the security of all keys and access cards issued by the County. All County keys and access cards in possession of Contractor shall be returned at the termination of the Agreement.

I. Scope of Work

All custodial service responsibilities will be performed starting at 6 p.m. each day, Monday through Friday. It shall be understood that cleaning responsibilities shall be performed after activities have ended in conference and common areas to provide for

a clean building the following day.

Slop sinks and janitorial closets assigned to the Contractor shall be kept in a clean and orderly manner. Upon completion of nightly duties, the lights in each respective suite are to be turned off and the building and individual office suites made secure by Contractor unless previous arrangements are made.

The administrative area of the Maintenance Facility will be cleaned one (1) night per week.

- Empty all wastebaskets and recycling containers and wash as needed. All waste material will be emptied into the on-site dumpster. Recycling to be emptied into on-site recycle bins.
- Vacuum all rugs and carpeting.
- Spot clean any spills immediately following a stain.
- Drinking fountains are to be wiped clean with an approved germicidal cleaner and a clean cloth; chrome fixtures shall be polished dry with approved cleaners.
- Linoleum, tile, terrazzo hard surfaced floors, and concrete floors, are to be swept and either mopped or scrubbed nightly. Care is to be exercised to prevent dirt building up in comers, along baseboards, and in cracks and crevices.
- Sweep and mop all corridor areas to maintain appearance.
- Wipe all desk and counter surfaces with approved cleaning/disinfecting solution.
- All office areas and common areas to be dusted, including bookshelves, file cabinets, countertops, and moldings.
- All tile and terrazzo floors shall be spray-buffed as required to maintain acceptable appearance.
- Restrooms
 - o Floors are to be swept and mopped or scrubbed with pre-approved disinfectant.
 - o Special attention shall be given to floors around stools and urinals to assure the elimination of stains and odors and to maintain a uniformly clean appearance throughout.
 - o Stools, seats, and urinals to be washed inside and out with a disinfectant detergent. All splashing around stools and urinals to be removed.
 - o Washbasins shall be wiped clean with an approved cleaner. Soap dispensers, towel dispensers, mirrors, chrome fixtures shall be damp wiped and polished dry with a clean cloth.
 - o Dust all ceiling diffusers, windowsills, ledges, grills, and stall partitions.

- o Restroom partitions, switch plates, door push plates, and door kick plates shall be clean and kept free of marks and stains.
- o Empty all trash receptacles and empty and disinfect all feminine receptacles, replace all trash liners in waste receptacles.
- o Replenish all supplies, roll paper towel, toilet paper, soap for dispensers and deodorant blocks as needed. (Supplies for this item will be provided by the County)

Annual Services

- All non-carpeted areas shall be stripped, scrubbed, and waxed, as needed, to maintain appearances.

J. Correction of Work

The Contractor shall promptly, within 24 hours, correct all work rejected by the representative of the County as defective or as failing to conform to the custodial service specifications, including failure to execute such work.



**CLINTON COUNTY
FACILITY AND FLEET SERVICES DEPARTMENT
ROB WOOTEN, DIRECTOR
1327 E. Townsend Rd., St. Johns, MI 48879
(989) 224-5105**

TO: Ways and Means Committee
FROM: Rob Wooten
Director – Facilities and Project Mgt.
SUBJECT: Jail Remodel Owner’s Representative Services RFP
DATE: April 16, 2026

At the March 2026 Ways and Means Committee meeting, the Committee requested that staff prepare an RFP for Owner’s Representative professional services to support the County during the programming and schematic design phase of the Jail remodel project.

A draft RFP is attached.

SUGGESTED ACTIONS:

Verify that the draft RFP aligns with the Committee’s desired scope.



Request for Proposal
Clinton County Jail Remodel Owner's
Representative Services

Issue Date: 4/17/2026

Proposals Due: 5/5/2026 3PM
ET

Section 1

1.1 **Statement of Purpose and General Instructions:**

It is the intention of Clinton County (hereinafter shall be referred to as “County”) to accept proposals for Clinton County Jail Remodel Owner’s Representative Services detailed in this proposal. Recipients of the Request for the Proposal (hereinafter shall be referred to as “Supplier”).

Supplier must analyze and respond to all sections of the RFP, from Section 2 through the appendices and attachments, and provide sufficient information to allow the County to evaluate the proposal. A written response is required. If the Supplier is unable to fulfill any section in the RFP please indicate on a separate piece of paper an explanation for the sections that are either non-compliant or not applicable.

Supplier must also furnish all information as requested and complete all forms according to the section instructions.

Any deviations or exceptions to the County’s requirements are to be clearly noted in the Supplier’s response. Incomplete proposals, or proposals which do not comply with the County’s stated requirements, may be eliminated from the purchase decision at the County’s discretion.

County shall incur no obligation or liability whatsoever to anyone by reason of issuance of the RFP or action by anyone relative thereto.

Supplier, by submitting its proposal, agrees that any costs incurred by the Supplier in responding to this RFP, or in support of activities associated with this RFP, are to be borne by Supplier and shall not be billed to the County.

1.2 **Notification of Intent to Bid**

Each Supplier shall submit their intent to bid.

Notification of intent to bid shall be submitted in writing no later than 3:00PM ET on April 23, 2026 via email to:

Rob Wooten, Facilities and Fleet Director
Email: wootenr@clinton-county.org
Subject Line: Clinton County RFP Intent to Bid

1.3 Supplier Inquiries and Clarifications

Each Supplier has an obligation to ask any questions and/or clarify any issue, which they do not fully understand or which may be interpreted in more than one way. The County will make every attempt to answer all questions from each Supplier.

Questions must be submitted in writing no later than 5:00PM ET on April 23, 2026 via email to:

Rob Wooten, Facilities and Fleet Director
Email: wootenr@clinton-county.org
Subject Line: Clinton County RFP Question

Supplier has an obligation to explain and clarify any and all conditions imposed on or included in their responses to this RFP. Proposals may be modified after submission by withdrawal in writing and resubmission prior to the stated due date. Modifications offered in any other manner will not be considered.

1.4 Project Schedule

Proposals shall be received no later than **3:00PM ET on May 5, 2026.**

All proposals shall be mailed or delivered to:

Rob Wooten, Facilities and Fleet Director
Clinton County
100 E. State St. Suite 2100
St. Johns, MI 48879

Supplier shall submit three copies of all proposal documents in a sealed envelope. The outside of the envelope shall be labeled "Clinton County Jail Remodel Owner's Representative Services Proposal".

It will be the responsibility of the Supplier that the proposal submitted is received in a timely and proper manner in accordance with all RFP requirements.

A public bid opening will be held in the Clinton County Courthouse Boardroom at 3:01PM ET on May 5, 2026.

Upon evaluation of the proposals, the County will notify the Suppliers who submit proposals as to the status of the County's selection of a Supplier. The County reserves the right to accept, reject, or negotiate any or all bids, to waive or not waive informalities or irregularities in bids or bidding procedures and to accept any bid determined by the County to be in the best interest of the County, whether a bid is lowest or not. A final selection by the County is expected to be made no later than **May 29, 2026.**

1.5 Compliance of Proposal

Proposals must be signed as set forth in Attachment #4 "Supplier Authority Statement," by a duly authorized representative of Supplier. An unsigned proposal may be rejected. An agent of Supplier may sign a proposal only if that person is authorized to sign contracts on behalf of Supplier.

1.6 Review Criteria/Rejection of Proposals

Supplier understands that the County will review all proposals on a variety of factors including, but not limited to: *quality, recommendations of staff and/or representatives reviewing the proposal, history of capability to provide similar services, price, and RFP terms and conditions*. The County reserves the right to accept, reject, or negotiate any or all bids, to waive or not waive informalities or irregularities in bids or bidding procedures and to accept any bid determined by the County to be in the best interest of the County, whether a bid is lowest or not.

1.7 Product/Services Qualification

During the time the County is evaluating the proposals, Supplier(s) or its authorized representative should be prepared to demonstrate, at the County's request, that the proposed objectives and requirements can be met or exceeded on all aspects of the proposed Service. The County reserves the right to request additional information, which may be deemed necessary to fairly compare proposals.

1.8 Disposition of Proposals

All information submitted in response to this RFP will become the property of the County. Proposals shall be retained by the County for official files as required. Successful and unsuccessful Suppliers will be notified. The County is not obligated to detail any of the results of the evaluation.

1.9 Compliance with Law

All goods or equipment shall comply with all applicable Federal, State, and local laws relative thereto including all safety related items as required by the Federal Occupational Safety and Health Act (OSHA). The Supplier shall defend actions or claims brought and hold harmless the County from loss, cost or damage by reason of actual or alleged violations of Federal, State or local law in the design or manufacturing of equipment and/or material.

NOTE: The supplier is responsible for applying for and obtaining any necessary permits to complete the scope of work outlined.

1.10 Assignment of Contract

The selected Supplier shall not assign, convey, sublet or otherwise dispose of any contract resulting from this RFP, or right, title or interest in any form, without previous consent in writing from the County endorsed on or attached in the contract.

1.11 Default Provision

In case of default by the Supplier or contractor, the County of Clinton may procure the services from other sources and hold the Supplier or contractor responsible for any excess costs occasioned or incurred thereby.

1.12 Non-Collusion Affidavit, Non-Discrimination Clause and Hold Harmless Statement

All Suppliers are required to complete Attachments 1 through 5 and include the completed attachments in the proposal. The person signing the attachments must be an authorized party as required in Section 1.5.

SECTION 2

SCOPE OF WORK

2.1 General Information

The Clinton County Jail is located at 1347 E. Townsend Rd., St. Johns, MI 48879 and houses all Clinton County Sheriff's Office Correctional, Uniformed Services, Detective Bureau, Administrative, and associated support operations. The facility was constructed in 1991, with a major renovation and addition in 2004. The facility is approximately 48,350 square feet, not including mechanical penthouses, and has an inmate housing capacity of 236.

Many of the facility's mechanical, electrical, plumbing, and security systems are at or beyond their expected useful life.

Some areas of the facility continue to adequately support current operations while other areas no longer adequately and safely support the scope of current operations.

The County intends to create a project team including:

- Sheriff
- Undersheriff
- Sheriff's Office Captain/Jail Administrator
- County Administrator/Controller
- Deputy County Administrator
- County Facility and Fleet Services Director
- County Board Chair
- County Commissioner TBD

A separate RFP has been issued by the County for Architectural and Engineering services to complete the following scope(highlighted yellow):

Programming and Schematic Design Development

- *Conduct in person programming meetings with the project team to develop a program for the Jail booking area. This area includes, but may not be limited to: inmate booking, inmate intake, inmate release, medical and mental health provider office space, medical and mental health clinical space, quarantine and isolation housing space, inmate property storage, sallyport, Jail staff workspaces, and associated storage and infrastructure support space.*

- *Develop two independent schematic design concepts. Conduct in person meetings with the project team as needed to support development of schematic designs. Ensure that designs comply with all applicable federal, state, and local regulatory requirements and current correctional facility best practices, including all applicable MDOC requirements.*
 - *Schematic design concept 1: Satisfy the new program within the existing facility footprint, without reducing inmate bed capacity.*
 - *Schematic design concept 2: Satisfy the new program with a combination of renovation and addition.*
- *Validate recent architectural, Mechanical, Electrical, Plumbing (MEP), and security system conditions assessments and update as needed.*
- *For each schematic design concept, develop concept construction phasing strategy prioritizing minimizing disruption to ongoing facility operations. Provide concept plan and cost estimate for temporary off-site inmate housing if necessary per the construction phasing strategy.*
- *For each schematic design concept, engage multiple Construction Managers with recent correctional facility construction experience to develop construction cost estimates taking into account the schematic design, overall updates to the existing facility (MEP, security system, etc.) that will be required to support the project, construction phasing strategy, and any costs expected to support ongoing operations during all phases of construction.*
- *Provide one in person progress update presentation to the Clinton County Ways and Means or Infrastructure Committee.*
- *Provide final written report.*
- *Provide one final in person presentation to the Clinton County Ways and Means Committee.*

The County seeks an Owner’s Representative to act as an experienced advisor to the County, protect County interests, help organize and validate information needed for decision-making, and support a disciplined project management process. The Owner’s Representative is expected to supplement County staff capacity, not replace County decision-making authority.

The Owner’s Representative will serve as the County’s professional advisor and project management support resource. The Owner’s Representative shall be prepared to:

- Attend all meetings between County project team and A/E consultant
- Organize information and action items
- Facilitate meetings and decision tracking
- Review work products for completeness and alignment with County goals
- Help identify risks, assumptions, and unresolved issues
- Advocate for the County’s interests
- Support reporting to County Staff and County Board of Commissioners

The County anticipates retaining the selected Owner's Representative first for the programming and schematic design development phase, with the option to continue the engagement into procurement, design, construction, and closeout if the project advances and funding is approved. The County reserves the right to award the work in phases, negotiate scope by phase, or terminate at the conclusion of the programming and schematic design phase if the project does not proceed.

2.2 Base Bid

The base bid shall include all supplier costs to successfully provide Owner's Representative services for the programming and schematic design phase of the Clinton County Jail Remodel project.

SECTION 3

Supplier Response and Unit Cost Information

3.1 Completeness of Proposal

Each proposal shall provide a clear, concise delineation of Supplier's capabilities to satisfy the requirements of the RFP. Emphasis in each proposal shall be on completeness and clarity of content. In order to expedite the evaluation of proposals, it is mandatory that Supplier follow the instructions contained herein.

Failure to comply with any of the RFP mandatory requirements may subject the proposal to rejection. The mandatory submissions are not the sole requirements of the RFP. The County will be the final authority in determining the responsiveness of a proposal.

3.2 Proposal Expiration

Supplier shall indicate expiration date for pricing in any proposal submitted. Expiration date shall not be less than 90 days from the proposal due date.

3.3 Inclusive Unit Cost Information

Supplier's proposal shall be inclusive of all costs including Supplier provided supplies as detailed in the scope of work. Failure to provide this information may cause Supplier's proposal to be eliminated from the decision.

3.4 Supplier Response

In addition to completion of the forms contained in this RFP, the Supplier's response is to be returned in a format that follows the RFP section by section stating the Supplier is compliant, non-compliant or not applicable (N/A for sections in which compliance/non-compliance is not an appropriate response).

3.5 Sales Taxes

The County will provide tax exemption certificate/number to selected Supplier.

ATTACHMENT #1

Project Name: Clinton County Jail Remodel Owner's Representative Services

Proposals should include the following information:

1. Name, address, and a brief history of the firm.
2. Name, email, and telephone number of authorized individuals from your firm.
3. Identification of project team and roles, including the proposed Owner's Representative and key support staff.
4. Description of relevant recent project experience, especially public-sector correctional and law enforcement facility projects.
5. Description of approach for supporting the current programming and schematic design phase of this project. Include scope of services and any exclusions.
6. Contact information for 3 references related to recently completed projects.
7. Detailed cost quotations for Base Bid. (Attachment #3 – attach additional pages for detail if needed)
8. Completed Supplier Authority Statement. (Attachment #4)
9. Completed Certifications and Assurances form. (Attachment #5)
10. You are invited to include a maximum of one (1) page of information not included above, if you feel it may be useful and applicable to this RFP.

ATTACHMENT # 2

Tentative RFP Timeline

The following schedule has been established for the Clinton County Jail Remodel Owner's Representative Services RFP process. Dates are subject to change at the sole discretion of the County.

April 17, 2026 – Release RFP

April 23, 2026 – Intent to Bid Notification due by 3:00PM

April 23, 2026 – All questions due by 5:00PM

May 5, 2026 – Proposals due by 3:00PM

May 5, 2026 – Public Bid Opening at 3:01PM

May 7 - 8, 2026 – Clinton County to conduct Post-Bid interviews as necessary

May 29, 2026 – Final Decision and Award

ATTACHMENT # 3

COST LIST

DESCRIPTION	COST
BASE BID: Clinton County Jail Remodel Owner's Representative Services	

Attachment #4

SUPPLIER AUTHORITY STATEMENT

The Supplier represents and certifies as part of the proposal that he/she is authorized to act as an agent for the company responsible for this proposal. The cost stated in this proposal were arrived at independently, without consultation, communication or agreement with any other Supplier, or with any competitor for the purpose of restricting completion.

Signature of Approving Authority

Signature Title

Printed name

Date

Attachment #5

CERTIFICATIONS AND ASSURANCES

Company Name: _____

The Supplier makes the following statement of assurances as a required element of the bid to which it is attached, understanding that the truthfulness of the facts affirmed here and the continuing compliance with these requirements are conditions precedent to the award or continuation of the related contract(s):

1. The prices and/or data have been determined independently, without consultation, communication, or agreement with other bidders for the purpose of restricting competition. However, Supplier may freely join with other persons or organizations for the purpose of presenting a single bid.
2. The attached bid is a firm offer for a period of one hundred eighty (60) days from the proposal due date, and it may be accepted by Clinton County without further negotiation (except where obviously required by lack of certainty in key terms) at any time within ninety (90) day period.
3. Supplier understands that Clinton County will not reimburse Supplier for any costs incurred in the preparation of this bid. All bids become the property of Clinton County, and Supplier claims no proprietary right to the ideas, writings, items, or samples, unless so stated in this bid.
4. Unless otherwise required by law, the prices and/or cost data which have been submitted have not been knowingly disclosed by the bidder and will not knowingly be disclosed by him/her prior to bid opening, either directly or indirectly to any other bidder or to any competitor.
5. No attempt has been made or will be made by the bidder to induce any other person or firm to submit or not to submit a bid for the purpose of restricting competition.
6. Supplier agrees that submission of the attached bid constitutes acceptance of the solicitation contents.
7. Supplier acknowledges communication of any kind regarding the RFP directed to parties other than the identified contact person may result in disqualification of Supplier's proposal.

8. Supplier warrants that no conflict of interest knowingly exists for any member of the project team that contributed to this bid or prospective contract.
9. Supplier shall procure and maintain Workers' Compensation Insurance, including Employer's Liability Coverage, in accordance with all applicable statutes of the State of Michigan during the duration of this prospective contract.
10. Supplier shall procure and maintain Professional Liability Insurance (errors and omissions) shall be maintained during the life of this contract with limits of liability of not less than \$1,000,000 per claim.
11. Supplier shall procure and maintain Comprehensive General Liability Insurance on an "Occurrence Basis" with limits of liability not less than \$1,000,000 per occurrence and/or aggregate combined single limit. Coverage shall include the following: a) Contractual Liability; b) products and completed operations; c) Independent Contractors Coverage; d) Broad Form General Liability Endorsement or Equivalent.
12. Supplier shall procure Additional Insured Commercial General Liability Insurance, as described above, shall include an endorsement stating the following shall be "Additional Insureds". The County of Clinton, all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof.
13. Cancellation Notice- All insurances described above shall include an endorsement stating the following: "It is understood and agreed that thirty (30) days advanced written notice of cancellations, non-renewal, reduction and/or material change shall be sent to Clinton County Administrative Services, Attention John Fuentes, 100 E State Street Suite 2100, St. Johns, MI 48879"
14. Supplier shall provide to the County of Clinton at the time the contracts are returned by it for execution, two (2) copies of certificates of insurance for each of the policies mentioned above. If so requested, certified copies of all policies will be furnished.
15. Supplier shall, as required by law, and/or the Equal Opportunity Employment and Non- Discrimination Policy of Clinton County, shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privilege of employment, or a matter directly or indirectly related to employment because of race, color, religion, sex, sexual orientation, gender identity,

national origin, disability, height, weight, marital status, age or political affiliation (except where age, sex or lack of disability constitutes a bona fide occupational qualification.) The Supplier shall adhere to all applicable Federal, State and local laws, ordinances, rules and regulations prohibiting discrimination, including, but not limited to, the following:

- The Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended.
- The Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended.
- Section 504 of the Federal Rehabilitation Act of 1973, P.L. 93-112, 8
- Stat. 394, as amended, and regulations promulgated there under.
- The Americans with Disabilities Act of 1990, P.L. 101-336, 104 Stat 328 (42 USCA §12101 et seq), as amended, and regulations promulgated there under.

Breach of this section shall be regarded as a material breach of the agreement.

16. The Supplier who is selected shall, at its own expense, protect, defend, indemnify, save and hold harmless the County of Clinton and its elected and appointed officers, employees, servants and agents from all claims, damages, lawsuits, costs and expenses including, but not limited to, all costs from administrative proceedings, court costs and attorney fees that the County of Clinton and its elected and appointed officers, employees, servants and agents may incur as a result of the acts, omissions or negligence of the Supplier or its employees, servants, agents or subcontractors that may arise out of the agreement. The Supplier's indemnification responsibility under this section shall include the sum of damages, costs and expenses which are in excess of the sum of damages, costs and expenses which are paid out in behalf of or reimbursed to the County, its officers, employees, servants and agents by the insurance coverage obtained and/or maintained by the Supplier.

17. The Supplier who is selected shall be an independent contractor. The employees, servants and agents of the Supplier shall not be deemed to be and shall not hold themselves out as employees, servants, or agents of the County and shall not be entitled to any fringe benefits received by the County's personnel, such as, but not limited to, health and accident insurance, life insurance, longevity or paid sick or vacation leave. The Supplier shall be responsible for paying all compensation to its personnel for services they have performed under this Contract and for withholding and payment of all applicable taxes to the proper Federal, State and local governments.

18. The Respondent must certify to the County that neither it nor any of its successors, parent companies, subsidiaries, or companies under common ownership or control of the Contractor, are an "Iran linked business" engaged in investment activities of \$20,000,000.00 or more with the energy sector of Iran, within the meaning of the Iran Economic Sanctions Act, Michigan Public Act 517 of 2012 (MCL 129.311 et seq.). The Respondent shall not become an "Iran linked business" during the term of the contract. NOTE: IF A PERSON OR ENTITY FALSELY CERTIFIES THAT IT IS NOT AN IRAN LINKED BUSINESS AS DEFINED BY PUBLIC ACT 517 OF 2012, IT WILL BE RESPONSIBLE FOR CIVIL PENALTIES OF NOT MORE THAN \$250,000.00 OR TWO TIMES THE

AMOUNT OF THE CONTRACT FOR WHICH THE FALSE CERTIFICATION WAS MADE, WHICHEVER IS GREATER, PLUS COSTS OF INVESTIGATION AND REASONABLE ATTORNEY FEES INCURRED, AS MORE FULLY SET FORTH IN SECTION 5 OF ACT NO. 517, PUBLIC ACTS OF 2012.

19. The Customer reserves the right to accept or reject any or all proposals, and also the right to waive any formal defects in proposals when deemed in the best interest of the Customer. The Customer reserves the right to accept a proposal higher in price than the lowest proposal and to negotiate with any respondent concerning matters which the Customer determines require clarification or changes not in conformity with the specific requirements set forth herein.

Signature of Approving Authority

Signature Title

Printed name

Date

John F. Fuentes
County Administrator/Controller

Todd J. Campbell
Deputy Administrator



Kate Rademacher
Finance Director

100 E. State Street, Suite 2100
St. Johns, Michigan 48879
(989) 224-5120 • Fax: (989) 224-5102
www.clinton-county.org

TO: Ways and Means Committee

FROM:

A handwritten signature in blue ink, appearing to be "TJ Campbell", written over a horizontal line.

Todd J. Campbell
Deputy County Administrator

SUBJECT: Planning & Zoning Services Comparisons

DATE: April 2026

The attached spreadsheet includes budgetary information (revenues & expenses) and fee comparisons for planning & zoning services provided by some of the municipalities within Clinton County and including Clinton County (Bath Charter Township, Watertown Charter Township, DeWitt Charter Township, City of DeWitt, City of St. Johns). This information was requested by the Ways & Means Committee at their March 26, 2026 meeting. The attachment is for informational purposes. Please contact the Administration Department with any questions.

Suggested Action:

No action required.

Planning & Zoning Services Comparisons

Municipality	Revenue		Budget Expense	
	\$		\$	
Bath Charter Twp	\$	17,500	\$	55,950
Watertown Charter Twp	\$	78,690	\$	366,511
DeWitt Charter Twp	\$	10,000	\$	303,300
City of DeWitt	\$	1,500	\$	4,000
City of St. Johns	\$	-	\$	-
Clinton County *2025 actual #s	\$	48,350	\$	292,797

Fee Comparisons

Fees	Municipalities							
	Clinton County	Watertown Charter Twp	City of DeWitt	City of St. Johns	DeWitt Charter Twp			
Residential Rezoning	\$ 750	\$750 (+ \$25 per acre, max \$1,000)	\$ 515	\$750+\$10/acre for all acres over 20	Residential & Non-Residential:	100	Rezoning Fee (first acre)	\$ 300
Non-Residential Rezoning	\$ 750	\$750 (+ \$25 per acre, max \$1,000)	\$ 515	\$750+\$10/acre for all acres over 20	additional acre \$55 w/max of \$1,000		Each additional acre fee	\$ 50
Special Use Permit:					\$		Escrow Amount	\$ 2,000
Application/Preliminary Plan Review	\$ 200	\$1,500 (\$700 for site plan review and SLUP & \$800 for engineering review)			\$		Text Amendment (per article fee)	\$ 300
First acre, plus \$50 per acre up to a max of \$1,000	\$ 750	\$400 (\$1,200 if engineering review is required)	\$375 + \$14 per acre	\$500+site plan fee	\$290 for 1 acre or less; each additional acre \$55 with max \$1,000		Special Use Permit	
Large Acreage Fee (over 100 acres - new/regional impact (Utility scale solar/wind projects))	\$ 11,000				\$		Pre-Application Mtg	\$ 100
Minor change to Special Land Use Permit	\$ 300				\$155 for determination of major or minor determination		Application Fee (first acre)	\$ 500
Major change to Special Land Use Permit (plus \$25 per additional acre up to a max of \$500)	\$ 750				\$		Each additional acre fee	\$ 50
Transfer of Special Land Use Permit	\$ 200				\$	125	Home Business	\$ 50
Special Land Use Compliance Inspection	\$ 100				\$		Amendments, Transfers, Extensions	\$150 + half of the original fee
Residential Site Plan Review (includes: multi-family apartments, condominiums, plats & site condominiums, etc.):					\$	100	Escrow Amount	\$ 2,000
Application/Preliminary Plan Review Fee	\$ 200	\$300 - does not include engineering review	Residential Site Plan Review:		\$		Site Plan Review	
Application Fee	\$ 300	\$1,400 (\$600 for site plan review and \$800 for engineering review)	Multi-Family \$350+\$8.75 per unit	\$650+\$5/unit (multi-family)	\$570+\$8 per unit Multi-family & mobile home park		Pre-application meeting	\$ 100
Plus \$10 per residential unit/dwelling	\$ 500		Cluster Housing \$375+\$9.50 per unit				Single Duplex on Individual Lot	\$ 100
Minor change to site plan	\$ 200		Manufactured Housing Park \$475+\$5 per unit				Single Multi-Unit Dwelling Structures on Individual lot	\$300 + \$15 per dwelling unit
Major change to site plan, plus \$10 per additional unit	\$ 500						Two or More Multiple Dwelling Structures on Individual lot	\$500 + \$10 per dwelling unit
Extension of Site Plan Approval	\$ 300						Office, Commercial and Industrial - dwelling unit or office suite fee	\$300 (Maximum \$1,500)
Site Plan Compliance Inspection	\$ 100						Storage Unit Fee	Plus \$5 per storage unit
Commercial Site Plan Review:							Major Site Plan Amendments (Requiring PC)	Half of the original fee
Application/Preliminary Plan Review	\$ 200	\$300 - does not include engineering review	Non-Residential Site Plan Review:				Minor Site Plan Amendment (Require Admin)	\$ 150.0
First acre, plus \$50 per additional acre	\$ 500	\$1,400 (\$600 for site plan review and \$800 for engineering review)	Commercial & Office \$490+\$55 per acre	\$650+\$10/1,000 sq.ft. GFA (+\$20/acre for uses without a principal building)	\$55 w/max fee of \$1,000		Site Plan Inspection	\$ 50.0
Minor change to site plan	\$ 200		Industrial \$470+\$55 per acre				Escrow Amount	\$ 2,000.0
Major change to site plan - First acre, plus \$50 per additional acre	\$ 500		Institutional & Public/Semi-Public \$375+\$55 per acre				Certificate of Zoning Compliance	\$ 100.0
Extension of Site Plan Approval	\$ 300		Revised Site Plan Review:				Zoning Board of Appeals	
Zoning Board of Appeals:			Per Revision within 90 days of PC mtg - 1/2 of original fee				Single Family Residential	450
Variance Request (Existing Single-Family Residential)	\$ 500		Per Revision after 90 days of PC mtg - start process over				Multiple-Family Residential	600
Variance Request (New Single-Family Residential)	\$ 600						Office, Commercial and Industrial	700
Variance Request (Non-Residential)	\$ 600						Signs	650
Appeal of Administrative Decision	\$ 400						Ordinance Interpretation	600
Appeal of Planning Commission Decision	\$ 600						Extension or appeal request	\$450 for residential & \$600 for non-residential
Request for Interpretation of Zoning Map or Zoning Ordinance	\$ 400							
Administrative Procedures:								
Administrative Site Plan Review (includes minor non-residential additions, sign permits and others as defined by the Zoning Ordinance)	\$ 200							
Single-Family Zoning Permit (including agriculture building, fence, sign, etc.)	\$ 75							
Review of Land Division Application	\$ 75	\$100 (Metes & Bounds Parcel) (\$100 + \$20 every division over 2)	\$350+\$46.25 per lot resulting	\$250+\$35/lot				
Certification of Zoning or Land use Compliance - Non-Residential	\$ 100							
Certification of Zoning or Land use Compliance - Residential/Agricultural	\$ 50							
Special Meeting of the Planning Commission or Zoning Board of Appeals	\$ 500							
			Note: City will bring in planning consultant on larger projects and applicants may be required to pay for consultants time on an hourly basis					

John F. Fuentes
County Administrator/Controller

Todd J. Campbell
Deputy Administrator



Kate Rademacher
Finance Director

100 E. State Street, Suite 2100
St. Johns, Michigan 48879
(989) 224-5120 • Fax: (989) 224-5102
www.clinton-county.org

TO: Ways and Means Committee

FROM:

A handwritten signature in blue ink, appearing to be "TJ Campbell", written over a horizontal line.

Todd J. Campbell
Deputy County Administrator

SUBJECT: Planning & Zoning Services Contract Comparisons

DATE: April 2026

The attached spreadsheets include a comparison of planning & zoning services contracts from the three general law townships that do not utilize County planning & zoning services (Dallas Township, Bengal Township and Eagle Township). The spreadsheets specifically include scope of services and fees being charged by the contractors for services provided. This information was requested by the Ways & Means Committee at their March 26, 2026 meeting. The attachments are for informational purposes. Please contact the Administration Department with any questions.

Suggested Action:

No action required.

Planning & Zoning Services - Contract Comparisons

Municipality	Scope of Services	Fee Schedule for Services												
Dallas Township	1. Administration & Review of permits corresponding to zoning ordinance requirements:	(Dallas Township)												
Note: from contract with Ziemnick Foster Engineering,LLC dated April 2, 2020	<p>The consultant serves as contractual staff to the township to provide typical planning & zoning services to the public (for example - meeting with developers/public to review zoning ordinance requirements/receive & review zoning applications for various items in the zoning ordinance (see list A. thru G. below)). Once complete application is received contractor reviews application and drafts a staff report for the planning commission, presents applications to the Planning Commission/ZBA meetings for their consideration as needed (includes attending Planning Commission/ZBA meetings as necessary). Also responsible for reviewing approved site plan amendments to determine if major or minor alteration to the site plan. Also, at the direction of the Planning Commission, consultant may be asked to investigate developments for which site plans have been approved periodically. Also, the contractor is responsible for coordinating non-compliant developments with the Planning Commission so a public hearing may be conducted and action taken in accordance with the zoning ordinance. Also, maintain files copies of applications, board motions and development documents as they pertain to the township zoning ordinance requirements. Lastly, contractor to coordinate with the township's zoning enforcement contractor to communicate zoning standards and requirements</p> <ul style="list-style-type: none"> A. Site Plan Review Applications B. Rezoning Applications C. Wireless Tower Application D. Zoning Compliance Applications E. Planned Unit Development (PUD) Applications F. Special Land Use Permit Applications G. Zoning Board of Appeals Applications 	<table border="1"> <thead> <tr> <th>Work Classification</th> <th>Rate per Hour</th> </tr> </thead> <tbody> <tr> <td>Senior Civil Engineer</td> <td>\$125</td> </tr> <tr> <td>Civil Engineer</td> <td>\$100</td> </tr> <tr> <td>Civil Engineering Technician</td> <td>\$80</td> </tr> <tr> <td>Surveyor</td> <td>\$100</td> </tr> <tr> <td>Survey Crew</td> <td>\$165</td> </tr> </tbody> </table>	Work Classification	Rate per Hour	Senior Civil Engineer	\$125	Civil Engineer	\$100	Civil Engineering Technician	\$80	Surveyor	\$100	Survey Crew	\$165
Work Classification	Rate per Hour													
Senior Civil Engineer	\$125													
Civil Engineer	\$100													
Civil Engineering Technician	\$80													
Surveyor	\$100													
Survey Crew	\$165													
	<p>2. Zoning Mapping - contractor coordinates with the township assessor to maintain current zoning map in a reproducible form and distribute mapping when appropriate for proposed development and works with Planning Commission and Township Board to draft zoning map revisions or amendments as needed.</p>	<p>Total estimated monthly workload for zoning administration is dependent on level of economic development within the township. Consultant estimates a not to exceed annual cost of \$10,000. However, that will be dictated by the amount of economic development activity.</p>												
	<p>3. Permit Application Maintenance - Coordinate with Township to produce usable permit application documents</p>	<p>Reimbursable Expenses are in addition to hourly compensation Expenses incurred by consultant/sub-consultant will be invoiced as reimbursable expenses for direct cost incurred:</p> <ol style="list-style-type: none"> 1. fees paid by consultant on behalf of the township for documents for regulatory agencies or officials such as GIS or assessing records. 2. Reproductions, copies/prints and plots, standard form documents, postage, shipping & handling and deliver of Instruments of Services such as public notice, signage and mailings. 3. Expense of work requiring higher than regular rates, if authorized in advance by the township. 4. Conferences required for education of current zoning standards, if authorized in advance by the township. 5. Other similar direct Project-related expenditures. 												

Bengal Township SECTION 2 - HOURLY RATED SERVICES

Note: from contract with McKenna Associates, Inc. dated February 8, 2017

For services rendered pursuant to Section 2, the Township shall pay the Consultant at the hourly rate specified in Section 7.A., only upon request by the Township:

- A. Preparation for and attendance at Planning Commission, Zoning Board of Appeals, Township Board, and Staff meetings. At the meetings, the Consultant shall:
1. Confer with the Chairperson and/or Township Supervisor regarding the agenda prior to the meeting.
 2. During the meeting provide guidance and assistance regarding local and State legislation, procedures, regulations and planning, zoning and design principles.
- B. On a day-to-day basis the Consultant shall provide telephone advice, assistance and coordination with Township officials, especially the Township Supervisor and Planning Commission Chair, and others doing business with the Township in all matters pertaining to administrative, advisory and legislative responsibilities, as applied to zoning, subdivision, commercial/industrial/multiple-family and other developmental issues, as requested by the Township.
- C. The Consultant shall make available its professional library of planning, design, development, housing, zoning and census information.
- D. The Consultant shall review potential land development proposals as to advisability and feasibility pursuant to the Township's land regulations and plans .
- E. Coordination of Township planning activities with other local, county, state, and regional agencies and authorities with jurisdiction, including but not limited to the Michigan Department of Natural Resources, and Michigan Department of Transportation, the Michigan State Housing Development Authority, when requested by the Township.
- F. The Consultant shall make the Township officials generally aware of the availability of sources of various funds and economic development mechanisms.
- G. Provision of assistance on the Community Development Block Grant (CDBG) and Neighborhood Stabilization (NSP) programs and assistance on other similar Federal, State and local programs which may be applicable.
- H. Preparation for and attendance at meetings of a planning or coordinating nature, with other agencies or groups, as requested by authorized Township officials.
- I. Professional planning and related work in the maintenance of the Master Plan and interpretation and revision of the plan as required.
- J. Provision of verbal and/or written reports, reviews and recommendations or other services {e.g., extensive revisions of zoning ordinance, map and text} to the Township as specifically requested by authorized Township officials.
- K. Review of proposed developments which require extensive economic development assistance, environmental assessments, extensive traffic studies or environmental impact statements beyond usual site plan review.
- L. Provision of other technical services related to planning, land use and spatial concerns, as may be requested by authorized Township officials.
- M. Sitting as expert witness in court cases involving the Township, for a fee equivalent to one hundred fifty percent (150%) of the hourly rate specified in Section 7.A.
- N. Preparation of grant applications for submission to federal, state, county or other agencies.
- O. Provision of on-site planning and zoning services as requested by authorized Township officials.
- P. Provision of other professional, technical, design and building department services as may be requested by authorized Township officials.

SECTION 3 - REVIEW SERVICES

The Consultant shall provide written technical recommendations on site plans, special approvals, rezonings, variances, and lot splits (land divisions), in accordance with the Township Zoning Ordinance and subdivision reviews in accordance with the Township Subdivision Control Ordinance. All such work shall be paid by the Township in accordance with the schedule of fees included in Section 7.B., herein .

For each review, the Consultant shall undertake the following activities:

- A. Initially review the site using aerial photos.
- B. Discuss the case by telephone or in person with the applicant and Township officials regarding review issues.
- C. Review all relevant planning issues (not including specific technical engineering issues).
- D. Prior to scheduled review by the Township (in time for inclusion with agenda packages), submission of a written review and recommendation to the Township.

SECTION 6 - TOWNSHIP PROVISIONS

If requested by the Consultant and if available, the Township shall furnish the following in digital format, or paper format if no digital version is available, without charge to the Consultant:

- A. Up-to-date copies of Township ordinances, including zoning and land division ordinances, forms, guidelines and policies.
- B. Copies of previously prepared studies, plans, census and other available data.
- C. Aerial photographs with property lines as available from Clinton County; reproducible GIS or CAD maps of the Township , as available.
- D. Copies of the agenda and minutes for each Planning Commission meeting, and copies of site plans, documents, applications and related information for items on each Planning Commission agenda.

SECTION 7 - COMPENSATION (Bengal Township)

For and in consideration of the faithful and professional performance and delivery of the above services as set forth herein, the Township shall pay the Consultant monthly for services pursuant to this agreement within a period of thirty (30) days after receipt from the Consultant of an itemized voucher describing services performed, and when applicable, the time spent in rendering such services at the agreed upon hourly rate, per the schedule below:

- A. Hourly Rated Services under Section 2
- For services rendered pursuant to Section 2 above, the Township shall pay the Consultant at the hourly blended rate of **\$85.00** per hour, including mileage at the rate of **\$.50** per mile and one half of the travel time to Township offices, only upon request by the Township.

- B. Compensation For Services Under Section 3
- For the following reviews, fees shall be paid by the Township to the Consultant for services rendered per Section 3 of this Agreement, in accordance with the following schedule . Payment of the following fees shall not be contingent upon Township's receipt of payment from the Applicants. Where fees are based on hourly rates, Consultant shall provide cost estimate to the Township Supervisor or designee for review services prior to commencing work. Fees based on hourly rates shall not exceed **\$1,000** per project, including one or a combination of the enumerated services listed below in this Section 7.8., without the Township Supervisor's or his or her designee' s prior written consent .

The fees specified below are for review for the initial plan or proposal. The Consultant shall be paid one half (1/2) of the fee specified for review of each revision of a site plan and/or for each final review phase, except where the review fee is based on an hourly rate . In the case of fees which are based on acreage, the fee shall be based on the portion of the parcel to be developed . If the Consultant determines that the revisions are significant enough to warrant a second full review, a full review fee shall be charged.

1. Site Condominium Developments - **\$400.00 plus \$5.00** per site condominium lot or unit; plus the fee for review of the condominium Master Deed and Bylaws and other documents (subsection 15 below).
2. Multiple-Family Uses or Attached Condominium Developments - **\$400.00 plus \$6.40** per unit; plus the fee for review of the condominium Master Deed and Bylaws and other documents (subsection 15 below).
3. Rural Residential Open Space Developments - **\$485.00 plus \$7.50** per unit.
4. Manufactured Housing Parks - **\$485.00 plus \$5.00** per manufactured home site.
5. Commercial Uses - **\$425.00 plus \$55.00** per acre or fraction thereof.
6. Industrial, Research or Office Uses - **\$425.00 plus \$55.00** per acre or fraction thereof.
7. Public, Institutional or Semi-Public Uses - **\$385.00 plus \$40.00** per acre or fraction thereof.
8. Private Roads - **\$485.00 plus \$5.00** per abutting lot.
9. Planned Unit Development (PUD):
 - a) Initial review of PUD Plans and PUD Rezoning Application - Same as the Zoning Amendment review fee described in subsection 10 below, plus the applicable Subdivision Plat, Condominium or Site Plan review fee described in subsection 1 or 2 above.
 - b) Review of Revised PUD Site Plans - Same as the applicable Subdivision Plat, Condominium or Site Plan Review fee described in subsection 1 or 2 above.
10. Zoning Amendment Review (Map or Text) - **\$475.00 plus \$5.00** per acre or fraction thereof.
11. Special Use - **\$400.00, plus \$6.00** per acre in addition to applicable site plan review fee (2., above).
12. Land Division, Transfer, or Combination - **\$175.00 plus \$50.00** for each lot resulting or included in the combination, whichever is greater.
13. Variance Applications - Dimensional (non-use) Variances - **\$250.00** per variance.
14. Variance Applications - Use Variance - **\$475.00 plus \$5.00** per acre or fraction thereof per variance.
15. Condominium Developments - Consultant shall be paid an additional fee of **\$275.00** for review of Master Deed and other condominium documents, in addition to applicable rates for review services above.
16. Expedited Reviews - If the Township requests a review to be completed within five (5) days (120 hours) after receipt by the Consultant, the Consultant shall be paid a fee equal to one hundred fifty percent (150%) of the above fees for written reports sent via facsimile or electronic mail to the Township within 120 hours.
17. Court Witnessing - Consultant shall be paid at an hourly rate of **\$125.00**, with prior estimate.
18. Other - Other services will be invoiced hourly or as mutually agreed upon between the Township and Consultant .

SECTION 8 - ADDITIONAL SERVICES

For services requiring additional time or meetings beyond the scope identified in this agreement and as requested by the Township, the Consultant shall be compensated by the Township at the rate set forth in Section 7.A., herein. It is expressly understood and agreed that the compensation provided herein shall not cover the following services:

- A. Preparation of applications for submission to federal, State or County agencies;
- B. Traveling expenses outside Wayne and Clinton Counties;
- C. Preparation of area plans, tax increment financing and development plans, project management, capital improvement programs, building inspections, corridor studies, recreation plans, public relations, environmental studies, market studies, municipal department administration, program development and similar plans, programs and studies.
- D. Outside reproduction.

The Consultant shall provide the above services for a separately negotiated fee.

Eagle Township SECTION 2 - HOURLY RATED SERVICES

Note: from contract with McKenna Associates, Inc. No date on contract that was provided

For services rendered pursuant to Section 2, the Township shall pay the Consultant at the hourly rate specified in Section 7.A., only upon request by the Township:

- A. Provision of on-site planning and zoning services as requested by authorized Township officials.
- B. Preparation for and attendance at Planning Commission, Zoning Board of Appeals, and Township Board meetings, as requested by Township leadership. At the meetings, the consultant shall:
 - 1. Confer with the Chairperson and/or Township Supervisor regarding the agenda prior to the meeting.
 - 2. During the meeting provide guidance and assistance regarding local and State legislation, procedures, regulations and planning, zoning and design principles.
- C. On a day-to-day basis the Consultant shall provide telephone advice, assistance and coordination with Township officials, especially the Township Supervisor and Planning Commission Chair, and others doing business with the Township in all matters pertaining to administrative, advisory and legislative responsibilities, as applied to zoning, subdivision, commercial/ industrial/multiple-family and other developmental issues, as requested by the Township.
- D. The Consultant shall make available its professional library of planning, design, development, housing, zoning and census information to Eagle Township Board and other Eagle elected and appointed officials.
- E. The Consultant shall review potential land development proposals as to advisability and feasibility pursuant to the Township's land regulations and plans.
- F. Coordination of Township planning activities with other local, county, state, and regional agencies and authorities with jurisdiction, including but not limited to the Michigan Department of Natural Resources, and Michigan Department of Transportation, the Michigan State Housing Development Authority, when requested by the Township.
- G. The Consultant shall make the Township officials generally aware of the availability of sources of various funds and economic development mechanisms.
- H. Provision of assistance on the Community Development Block Grant (CDBG) and other similar Federal, State and local programs which may be applicable.
- I. Preparation for and attendance at meetings of a planning or coordinating nature, with other agencies or groups, as requested by authorized Township officials.
- J. Professional planning and related work in the maintenance of the Master Plan and interpretation and revision of the plan as required.
- K. Provision of verbal and/or written reports, reviews and recommendations or other services (e.g., extensive revisions of zoning ordinance, map and text) to the Township as specifically requested by authorized Township officials.
- L. Review of proposed developments which require extensive economic development assistance, environmental assessments, extensive traffic studies or environmental impact statements beyond usual site plan review.
- M. Provision of other technical services related to planning, land use and spatial concerns, as may be requested by authorized Township officials.
- N. Sitting as expert witness in court cases involving the Township, for a fee equivalent to one hundred fifty percent (150%) of the hourly rate specified in Section 7.A.
- O. Preparation of grant applications for submission to federal, state, county or other agencies.
- P. Provision of other professional, technical and design services as may be requested by authorized Township officials.
- Q. Consultant travel time to and from Eagle Township from McKenna offices or individual consultants' homes shall be invoiced hourly.

SECTION 3 - REVIEW SERVICES

The Consultant shall provide written technical recommendations on zoning compliance permits, site plans, special approvals, rezonings, variances, interpretations, appeals, and lot splits (land divisions), in accordance with the Township Zoning Ordinance and subdivision reviews in accordance with the Township Land Division Ordinance. All such work shall be paid by the Township in accordance with the schedule of fees included in Section 7.B., herein.

For each review, the Consultant shall undertake the following activities:

- A. Initially review the site using aerial photos.
- B. Discuss the case by telephone or in person with the applicant and Township officials regarding review issues.
- C. Review all relevant planning issues (not including specific technical engineering issues).
- D. Prior to scheduled review by the Township (in time for inclusion with agenda packages), submission of a written review and recommendation to the Township.

SECTION 7 - COMPENSATION (Eagle Township)

For and in consideration of the faithful and professional performance and delivery of the above services as set forth herein, the Township shall pay the Consultant monthly for services pursuant to this agreement within a period of thirty (30) days after receipt from the Consultant of an itemized voucher describing services performed, and when applicable, the time spent in rendering such services at the agreed upon hourly rate, per the schedule below: An estimate of the time for all hourly requested services will be provided in advance and approval will be obtained prior to executing such services. If the time estimate will exceed the estimate additional approval will be obtained prior to further work and invoicing.

A. Hourly Rated Services under Section 2

Professional Classification	Rate Per Hour*	
President	\$150	* Rates include the following overhead: Accounting, Advertising and Promotion, Books, Publications and Maps, Business Entertainment, Charitable Contributions, Computers, Furniture and Fixtures, Graphics Supplies and General Insurance, Interest, Legal, Licenses, Meals, Memberships and Subscriptions, Office Equipment, Office Space and Parking, Office Supplies, Postage (Except Overnight), Professional Dues, Software, Text Box: Dues, Software, Taxes and Telephone.
Executive or Senior Vice President	\$145	
Vice President	\$140	
Director	\$135	
Senior Principal or Manager	\$130	
Principal	\$125	These rates do not include photography, outside reproduction, document or materials purchases, which are invoiced additionally. Rates also do not include reimbursable costs for travel, courier, overnight mail, etc. Mileage, which will only be invoiced as described in Section 10.B and will not be invoiced for travel to and from Eagle Township, will be invoiced at the Federal mileage rate.
Senior	\$120	
Associate	\$115	
Assistant	\$100	
Consultation, preparation for, and sitting as expert witness in legal matters.	\$200	These hourly rates are valid through December 31, 2024, after which they may change per classification by a percentage equal to the increase in the Consumer Price Index for the prior 12 months per U.S. Department of Labor, Bureau of Labor Statistics.

A. Compensation For Services Under Section 3.

For the following reviews, fees shall be paid by the Township to the Consultant for services rendered per Section 3. of this Agreement, in accordance with the following schedule. Payment of the following fees shall not be contingent upon Township's receipt of payment from the applicants. Where fees are based on hourly rates, upon request Consultant shall provide cost estimate to the Township Supervisor or designee for review services prior to commencing work.

Zoning Compliance Permits:	
• Lot Split (Non-Plat)	\$200
• Non-Residential Site Improvements	\$300
• Single Family Home	\$200
• All Others (Residential Fences, Accessory Structures, Etc)	\$150
Site Plan Reviews	\$1,000
Special Use Review	\$600 + Site Plan Review Fee
Rezoning/Amendments	
• Text Amendment (proposed by applicant)	\$1,000
• Rezoning	\$1,000
• Conditional Rezoning	\$1,500
• Planned Unit Development	\$1,000 + Site Plan Review Fee + Condominium Review Fees (if applicable)
Street Vacations	\$500
Plats and Condominiums:	
• Preliminary Plat—Tentative Review	\$1,000
• Preliminary Plat—Final Review	\$800
• Final Plat	\$600
• Master Deed or By-Laws	\$500 per document
Zoning Board of Appeals	
• Variance	\$500
• Interpretation	\$500
• Appeal	\$500 (no report will be issued and no fee charged if the appeal is regarding a McKenna decision)

Reviews of revised submissions will be reviewed at 50% of the original fee.

SECTION 6 - TOWNSHIP PROVISIONS

If requested by the Consultant and if available, the Township shall furnish the following in digital format, or paper format if no digital version is available, without charge to the Consultant:

- A. Up-to-date copies of Township code of ordinances, including zoning and land division ordinances, forms, guidelines and policies.
- B. Copies of previously prepared studies, plans, census and other available data.
- C. Aerial photographs with property lines as available from Clinton County; reproducible GIS or CAD maps of the Township, as available.
- D. Copies of the agenda and minutes for each Planning Commission meeting, and copies of site plans, documents, applications and related information for items on each Planning Commission agenda.

SECTION 8. SCOPE OF SERVICES FOR MASTER PLAN, ZONING ORDINANCE, AND ZONING SYSTEM SETUP.

The Consultant shall perform all the necessary services under this Agreement to complete the Township's Master Plan and Zoning Ordinance, and set up the Township's Zoning System.

The above services and task end products are specified and described in the proposal to the Township by the Consultant, dated November 28, 2023. The Scope of Work on pages four through seven of said proposal are hereby attached to and made a part of this agreement. The Consultant shall carry out all activities and end products specified in the above-cited proposal, except for setting up a Planning Commission, which has already been completed by the Township, in a satisfactory and proper manner as set forth in the proposal. In addition to the tasks in the proposal, McKenna shall also develop intake forms for use by zoning applicants. Consultant travel time to and from Eagle Township from McKenna offices or individual consultants' homes for the meetings described in the November 28, 2023 proposal shall be included in the compensation described above, and shall not be invoiced hourly.

Additional services, including additional revisions and meetings above and beyond those described in the November 28, 2023 proposal, if requested by the Township, shall be invoiced hourly at the rates in Section 7.A.

SECTION 9. OPTIONAL SERVICES

The Township may request the following services from the Consultant, as described in the November 28, 2023 proposal. These tasks are not automatically authorized by this agreement, but shall be undertaken by the Consultant as described in the November 28, 2023 proposal if requested by the Township. These fees are valid through December 31, 2024, after which they may change per classification by a percentage equal to the increase in the Consumer Price Index for the prior 12 months per U.S. Department of Labor, Bureau of Labor Statistics.

Task	Fee
Enforcement and Inspection Services	Half Day: \$500 Full Day: \$900
BS&A Software Setup Assistance	\$1,000

SECTION 10 - ADDITIONAL SERVICES

For services requiring additional time or meetings beyond the scope identified in this agreement and as requested by the Township, the Consultant shall be compensated by the Township at the rate set forth in Section 7.A., herein. It is expressly understood and agreed that the compensation provided herein shall not cover the following services:

- A. Preparation of applications for submission to Federal, State or County agencies;
- B. Traveling expenses outside Clinton County, with prior approval by Township leadership;
- C. Preparation of area plans, tax increment financing and development plans, project management, capital improvement programs, corridor studies, recreation plans, public relations, environmental studies, market studies, municipal department administration, program development and similar plans, programs and studies.
- D. Outside reproduction.

The Consultant shall provide the above services for a separately negotiated fee.

Information below is from a letter dated February 7, 2024 from consultant to Eagle Township:

Subject: Proposed Contract Addendum Regarding Township Board, Planning Commission, and ZBA Meetings.

Dear Board Members,

In our current contract with the Township, formal Board and Commission meetings (Township Board, Planning Commission, and Zoning Board of Appeals) are treated as follows:

- 1) The \$23,000 flat fee for the Master Plan, Zoning Ordinance, and Zoning Setup includes:
 - a. 6 Planning Commission Meetings
 - b. 4 Township Board Meetings
 - c. 1 Zoning Board of Appeals Meeting
- 2) After those initial meetings, McKenna's attendance at Board and Commission meetings is to be invoiced hourly, including travel time.

So far, McKenna has attended the following Board and Commission meetings since the approval of our contract:

- December 8 Joint Township Board/Planning Commission Meeting
- December 13 Planning Commission Meeting
- December 21 Township Board Meeting
- January 9 Planning Commission Meeting
- January 18 Township Board Meeting

McKenna attendance at the following meetings will be required, at minimum, to complete the Master Plan and Permanent Zoning Ordinance. All of the following meetings were included in our original proposed schedule.

- January 30 Planning Commission Meeting
- February 16 Planning Commission Meeting
- March 26 Planning Commission Meeting
- April 30 Planning Commission Meeting
- May 16 Township Board Meeting
- July 30 Planning Commission Meeting
- August 15 Township Board Meeting

The meetings listed would bring our attendance to 8 Planning Commission meetings (including the Joint Meeting).

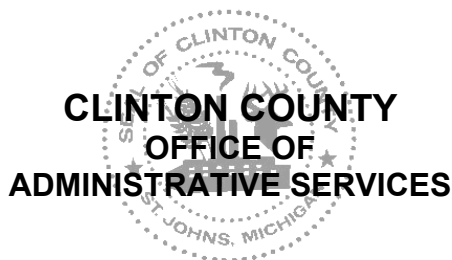
Further, the Township Board has instructed McKenna to include meeting costs in the Zoning Escrow Fee Schedule. We have included those costs, at \$500 per meeting, in the draft fee schedule provided to the Planning Commission for recommendation to the Township Board.

Therefore, we propose the following addendum to our contract :

- 1) McKenna shall attend Township Board, Planning Commission, and Zoning Board of Appeals meetings as necessary to provide recommendations to those bodies on pending zoning applications, at the flat rate of \$500 per meeting. McKenna's attendance at these meetings shall be compensated out of the applicant escrow account.
- 2) The Township Supervisor and Board-Planning Commission Liaison may authorize McKenna to attend additional Township Board, Planning Commission, and/or Zoning Board of Appeals meetings, at the flat rate of \$500 per meeting.

John F. Fuentes
County Administrator/Controller

Todd J. Campbell
Deputy Administrator



Kate Rademacher
Finance Director

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St. Johns, Michigan 48879
(989) 224-5120 • Fax: (989) 224-5102
www.clinton-county.org

TO: Ways and Means Committee

FROM:

Todd J. Campbell
Deputy County Administrator

DATE: April 2026

SUBJECT: 1st Quarter Budget Update

Overall, the 2026 general fund continues to be on target for the approved budget. The Courts and the Register of Deeds revenues remain solid regarding 2026 budget projections.

Property tax and state revenue sharing continue to be the two main sources of revenue in the general fund. At the end of the 1st Quarter expenditures are trending as expected and consistent with historical patterns. No obvious areas of concern in relation to approved budget at this time. Administration continues its on-going budget monitoring with Department Heads and Elected Officials and acknowledges their diligence in prudent fiscal management and responsibility. Clinton County remains in sound financial condition. By anticipating areas of the budget that are subject to volatility and using cautious estimates to maintain overall stability, the priority of delivering consistent, high-quality services to the residents and businesses of the county continues to be met.

Adjustments:

There are no budget adjustments for the 1st quarter.

Suggested Action: No action required.

2026 BUDGET REPORT
2026 1ST QUARTER BUDGET UPDATE

FOR 2026 03

ACCOUNTS FOR: 101 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
40 TAXES	-23,410,000	-23,410,000	-72,530.01	-11,182.90	.00	-23,337,469.99	.3%
47 LICENSES & PERMITS	-132,000	-132,000	-29,325.00	-12,630.00	.00	-102,675.00	22.2%
50 FEDERAL & STATE	-3,089,693	-3,084,782	-618,147.78	-163,932.10	.00	-2,466,634.22	20.0%
58 LOCAL UNIT CONTRIB	-36,500	-36,500	-7,849.44	-3,674.72	.00	-28,650.56	21.5%
60 CHARGES FOR SERVICES	-2,040,000	-2,040,000	-408,588.34	-170,148.91	.00	-1,631,411.66	20.0%
65 FINES & FORFEITS	-135,000	-135,000	-29,581.26	-13,756.65	.00	-105,418.74	21.9%
66 INTEREST & RENTS	-783,000	-783,000	-83,611.20	-62,368.26	.00	-699,388.80	10.7%
67 OTHER REVENUE	-1,568,000	-1,613,414	-289,597.90	-270,147.77	.00	-1,323,816.10	17.9%
69 OTHER FINANCING	-62,069	-62,069	.00	.00	.00	-62,069.00	.0%
TOTAL GENERAL FUND	-31,256,262	-31,296,765	-1,539,230.93	-707,841.31	.00	-29,757,534.07	4.9%

2026 BUDGET REPORT
2026 1ST QUARTER BUDGET UPDATE

FOR 2026 03

ACCOUNTS FOR: 101	GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
101101	BOARD OF COMMISSIONERS	424,661	424,661	110,838.02	43,775.02	84.00	313,738.98	26.1%
101104	TAX ALLOCATION BOARD	4,755	4,755	.00	.00	.00	4,755.00	.0%
101105	BOUNDARY COMMISSION	300	300	.00	.00	.00	300.00	.0%
101131	CIRCUIT COURT	594,003	594,003	98,893.93	35,895.33	560.00	494,549.07	16.7%
101132	CIRCUIT COURT ASSIGNMENT	197,988	197,988	43,070.62	14,817.58	.00	154,917.38	21.8%
101136	DISTRICT COURT	1,310,180	1,310,180	298,204.20	109,816.95	804.75	1,011,171.05	22.8%
101141	FRIEND OF THE COURT	550,000	550,000	.00	.00	.00	550,000.00	.0%
101145	LAW LIBRARY	20,000	20,000	20,000.00	.00	.00	.00	100.0%
101147	JURY COMMISSION	8,900	8,900	1,205.65	874.63	.00	7,694.35	13.5%
101148	PROBATE COURT	553,017	553,017	116,420.56	39,842.11	.00	436,596.44	21.1%
101149	OFFICE OF PUBLIC GUARDIAN	26,000	26,000	6,400.00	2,700.00	.00	19,600.00	24.6%
101151	PROBATION - CIRCUIT COURT	4,800	4,800	114.14	55.41	.00	4,685.86	2.4%
101152	PROBATION - JUVENILE	313,407	313,407	61,389.58	25,811.30	.00	252,017.42	19.6%
101166	FAMILY COUNSELING	5,000	5,000	.00	.00	.00	5,000.00	.0%
101169	INDIGENT DEFENSE	148,565	148,565	.00	.00	.00	148,565.00	.0%
101172	ADMINISTRATIVE SERVICES	750,801	750,801	159,597.43	54,997.34	290.12	590,913.45	21.3%
101173	ADMIN-CLERICAL POOL	54,426	54,426	5,816.69	2,101.08	.00	48,609.31	10.7%
101191	ACCOUNTING	558,514	558,514	122,172.12	25,450.94	.00	436,341.88	21.9%
101215	COUNTY CLERK	791,403	791,403	175,952.73	72,363.65	340.47	615,109.80	22.3%
101228	INFORMATION TECHNOLOGY	800,000	800,000	.00	.00	.00	800,000.00	.0%
101235	RECORD COPYING	6,000	6,000	1,103.21	1,101.71	436.37	4,460.42	25.7%
101236	COUNTY VEHICLES	400,000	400,000	.00	.00	.00	400,000.00	.0%
101245	PA 345 SURVEY/REMONUMENTATION	54,627	49,716	385.73	347.88	.00	49,330.27	.8%
101253	TREASURER	492,405	492,405	103,962.11	35,564.84	182.13	388,260.76	21.2%
101254	TAX TRIBUNAL PROPERTY TAX	25,000	25,000	1,627.88	561.90	.00	23,372.12	6.5%
101257	EQUALIZATION	412,991	412,991	70,859.96	29,608.39	.00	342,131.04	17.2%
101262	ELECTIONS	160,384	160,384	4,289.99	935.66	.00	156,094.01	2.7%
101265	FACILITY & FLEET SERVICES	2,063,534	2,063,534	441,265.55	158,439.71	4,584.04	1,617,684.41	21.6%
101267	PROSECUTING ATTORNEY	1,787,923	1,787,923	334,737.83	123,735.67	1,475.59	1,451,709.58	18.8%
101271	INSURANCE	440,000	440,000	348,811.50	116,270.50	.00	91,188.50	79.3%
101272	EMPLOYEE BENEFITS	1,400,000	1,400,000	840,000.00	.00	.00	560,000.00	60.0%
101301	SHERIFFS DEPARTMENT	5,508,560	5,553,974	1,232,439.23	402,499.08	308.66	4,321,226.11	22.2%
101351	JAIL	4,806,655	4,806,655	933,119.83	337,074.12	.00	3,873,535.17	19.4%
101426	EMERGENCY MANAGEMENT	252,611	252,611	64,564.46	21,851.11	.00	188,046.54	25.6%
101430	ANIMAL CONTROL	305,926	305,926	53,100.72	17,853.66	.00	252,825.28	17.4%
101441	DEPARTMENT OF PUBLIC WORKS	900	900	294.47	.00	.00	605.53	32.7%
101442	DRAIN COMMISSIONER	623,236	623,236	125,536.19	38,751.65	99.99	497,599.82	20.2%
101445	DRAINS - PUBLIC BENEFIT	85,000	85,000	70,513.69	3,245.63	.00	14,486.31	83.0%
101568	SOIL CONSERVATION	12,000	12,000	.00	.00	.00	12,000.00	.0%
101601	MID MICHIGAN HEALTH DEPT	494,973	494,973	102,332.72	34,110.92	.00	392,640.28	20.7%
101605	CONTAGIOUS DISEASE	2,000	2,000	.00	.00	.00	2,000.00	.0%
101631	MSHN SUBSTANCE ABUSE	145,302	145,302	.00	.00	.00	145,302.00	.0%
101648	MEDICAL EXAMINER	176,000	176,000	29,327.86	17,107.91	.00	146,672.14	16.7%
101649	TRI-COUNTY MENTAL HEALTH	421,210	421,210	83,329.03	55,552.66	.00	337,880.97	19.8%

2026 BUDGET REPORT
2026 1ST QUARTER BUDGET UPDATE

FOR 2026 03

ACCOUNTS FOR: 101 GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
101662 CHILD CARE	248,785	248,785	.00	.00	.00	248,785.00	.0%
101663 CHILD CARE DHHS	37,550	37,550	.00	.00	.00	37,550.00	.0%
101664 GREENHAVEN	316,533	316,533	.00	.00	.00	316,533.00	.0%
101670 SOCIAL SERVICES	8,000	8,000	.00	.00	.00	8,000.00	.0%
101672 TRI-COUNTY AGING CONSORT	55,797	55,797	212.20	212.20	.00	55,584.80	.4%
101673 BUILDING STRONGER COMM COUNCI	17,000	17,000	.00	.00	.00	17,000.00	.0%
101681 VETERANS AFFAIRS	106,000	106,000	1,000.00	500.00	.00	105,000.00	.9%
101689 SOLDIERS AND SAILORS	2,550	2,550	.00	.00	.00	2,550.00	.0%
101701 PLANNING	344,839	466,509	57,630.77	25,965.34	.00	408,878.23	12.4%
101710 MSU EXTENSION	231,299	231,299	114,825.86	57,390.18	.00	116,473.14	49.6%
101711 REGISTER OF DEEDS	157,029	157,029	33,681.97	11,482.12	594.48	122,752.55	21.8%
101723 PLAT BOARD	1,302	1,302	283.96	.00	.00	1,018.04	21.8%
101727 TRI-CO REGIONAL PLANNING	70,100	70,100	35,050.50	17,525.25	.00	35,049.50	50.0%
101728 ECONOMIC DEVELOPMENT	145,000	145,000	25,000.00	.00	.00	120,000.00	17.2%
101751 RECREATION/PARKS	319,521	319,521	39,392.90	13,467.66	.00	280,128.10	12.3%
101774 4-H FAIR	25,600	25,600	16,000.00	.00	.00	9,600.00	62.5%
101791 LIBRARY BOARD	400	400	.00	.00	.00	400.00	.0%
101890 CONTINGENCY	475,000	353,330	.00	.00	.00	353,330.00	.0%
101901 CAPITAL OUTLAY	1,500,000	1,500,000	.00	.00	.00	1,500,000.00	.0%
TOTAL GENERAL FUND	31,256,262	31,296,765	6,384,755.79	1,949,657.09	9,760.60	24,902,248.61	20.4%

Clinton County Open Meetings and Events Calendar

May 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 8:30 am Parks & Green Space Comm	2
						
3			6	7	8 5:00 pm 1st Cutoff	9
10	11	12	13	14 8:00 am Infrastructure Comm Mtg (Review current CIP) 9:00 am W&M and HR Committee Meetings 6:00 pm Planning Commission	15	16
17	18 9:00 am DC Plan Trust Committee Mtg 10:00 am Post-Ret Trust Fund Committee	19 5:45 pm Materials Management Planning Committee Meeting (1st Floor Conf) 6:00 pm Zoning Board of Appeals	20	<i>MACAO Training</i>		23
24	25 Holiday—County & City Offices Closed	26 9:00 am Board of Commissioners 6:00 pm Materials Management Planning Comm Public Hearing	27	28	29	30
31						

TOTALS MEMO

DATE: April 16, 2026

TO: Penny, John, Todd, Kate, and Ways & Means Committee

FROM: Jenny, Accounting

The following are total dollars for invoices received from March 7 through April 3, 2026 and paid.

GENERAL FUND	\$302,584.04
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OTHER FUNDS	\$529,874.83
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TOTAL	\$832,458.87
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Totals comprised of the following check run dates:

3/26/2026	\$	677,047.07
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4/9/2026	\$	390,694.76
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less Custodial funds		<u>(235,282.96)</u>
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TOTAL	\$	832,458.87
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Motion: Approve paid Payables for the period listed above.

Note: A listing of the payables for the referenced period has been sent electronically. Ways & Means will be asked to sign the "Accounts Payable Invoices Paid Report".