

Craig Longnecker  
County Administrator

Todd Campbell  
Deputy Administrator



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[www.clinton-county.org](http://www.clinton-county.org)

**WAYS AND MEANS COMMITTEE  
THURSDAY, OCTOBER 14, 2021 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
3	9:05	FACILITY MASTER PLAN UPDATE
4	10:05	AMERICAN RESCUE PLAN ACT OF 2021 (ARPA) FUNDING
5	11:05	COMMISSIONERS' COMMENTS
6	11:10	ADMINISTRATOR'S REPORT
7	11:15	ANY OTHER BUSINESS
<b>**MEETING STARTS PROMPTLY AT CALL TO ORDER TIME LISTED. AGENDA ITEM TIMES MAY VARY**</b>		

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 ADMINISTRATION AT (989)224-5120 OR TDD USERS WITHIN CLINTON COUNTY MAY DIAL 9-1-1 FOR GENERAL COUNTY SERVICES OR USE MICHIGAN RELAY 1-800-649-3777 OR THE NATIONAL RELAY NUMBER OF 7-1-1 NO LATER THAN 48 HOURS PRIOR TO THE MEETING.



**CLINTON COUNTY  
MAINTENANCE 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:** Facility Master Plan Update

**DATE:** October 6, 2021

Over the last several months, County Staff have worked closely with Hobbs + Black Architects, in collaboration with the Infrastructure Committee, to update the long-term County Facility Master Plan. This process involved facility tours as well as meetings with several County Department Heads and Elected Officials, MMDHD leadership, and correctional facility architecture specialists.

The planning process reaffirmed that the top three priorities remain: the Public Safety Facility, Maintenance Facility expansion, and a Multi-Purpose/Training Facility and included the following efforts:

- **Public Safety Facility** – Reviewed existing facility space use and condition, reviewed current unmet facility needs and expected future needs. Received initial feedback from correctional facility architecture specialists. Developed proposal for a Public Safety Facility Needs Assessment designed to review the feasibility and cost estimates of facility renovation, facility expansion, and facility replacement.
- **Maintenance Facility** – Reviewed existing facility space use and created concept drawing and cost estimate for facility expansion designed to provide needed space for the Sheriff’s Office, Emergency Management, Drain Commissioner, Parks and Greenspace, and Facilities departments.
- **Multi-Purpose/Training Facility** – Developed cost estimates for stand-alone facility. The Public Safety Facility Needs Assessment will further explore the potential options for integrating the Multi-Purpose/Training Facility into the Public Safety Facility.

Other County facilities were also reviewed including the following efforts:

- **Health Department** – Reviewed existing facility space use and expected future needs, developed proposed space use adjustments and project cost estimates.
- **Greenhaven** – Reviewed existing facility space use and expected future needs and developed cost estimate for stand-alone replacement facility on the Townsend Campus. The Public Safety Facility Needs Assessment will further explore the potential options for integrating these functions into the Public Safety Facility.
- **Courthouse** – Reviewed existing facility space use and expected future needs, developed proposed space use adjustments and project cost estimates.
- **Smith Hall** – Developed end of life/demolition timeline and cost estimate.

A detailed County Facility Master Plan report including individual facility and Townsend Campus concept drawings, additional information regarding each of the reviewed facilities, a prioritized 20-year Major Capital Improvement Plan, and the Public Safety Needs Assessment proposal will be provided for review prior to the meeting.

Hobbs + Black staff will be available at the meeting to present the updated plan and answer questions.

**Suggested Action:**

Discussion - After input has been received by all Board members, any proposed changes to the capital plan will be reviewed at the next Ways & Means committee meeting for incorporation into the 2022 budget.

Craig Longnecker  
County Administrator

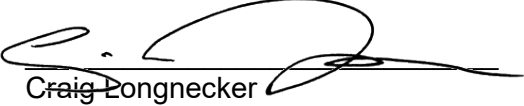
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**TO:** Ways & Means Committee

**FROM:**   
Craig Longnecker  
Clinton County Administrator

**SUBJECT:** American Rescue Plan Progress Update

**DATE:** October 7, 2021

This plan provides relief to address the continued impact of COVID-19 on the economy, public health, state and local governments, individuals, and businesses. Clinton County is slated to receive over \$15 million with over \$7.5 million received to date. An equal amount is to arrive no earlier than 12 months from the first payment. The County has until 12/31/24 to obligate the funds and until 12/31/26 to expend the funds.

On August 31<sup>st</sup> the Board approved a consultant agreement with Guidehouse to assist with administering ARPA funds. Since that time county staff has been meeting with Guidehouse on a weekly basis, sometimes multiple times per week, and has made good progress on the projects listed below. Guidehouse will be at the meeting to review each project in detail and answer any questions you may have. LEAP will be administering the small business program; a representative will be at the meeting.

1. **Revenue Loss** – The initial calculation done by county staff projected that \$9 million could be transferred from the ARPA fund to the GF over a four-year period; this was a conservative projection. After working with Guidehouse the projection is now closer to \$11 million with \$2 million recommended for transfer the first year. Each year the revenue loss is calculated using the prior year audited financial statements. The Board will vote on the transfer each year.
2. **Restaurant License Fee Reimbursement** – The Health Department proposed reimbursing annual fees to restaurants, not to exceed \$100,000 total for restaurants in Clinton County. Guidehouse has determined that this is an eligible program under ARPA. The county is working with the health department to make sure that the proper procedures for refunding the fees are followed.

3. **Small Business Grant Program** – LEAP is administering a small business grant program for the county, not to exceed \$2 million. Guidehouse is working with LEAP to make sure that all Treasury requirements are met. LEAP will be at the meeting to review the program timeline and answer questions.
  
4. **Broadband** – Guidehouse has gone through an extensive process for choosing a firm to complete a fiber feasibility survey. They will be prepared to review the process and justify their recommendation. Guidehouse is also reaching out to surrounding counties to explore collaborative solutions, engaging local broadband providers, and exploring other funding opportunities.

Much work has gone into this unprecedented effort, and I anticipate a robust discussion on each of these topics. Guidehouse and LEAP will be providing updated presentations at the meeting.

**Potential Actions:**

- 1) Approve revenue loss transfer from ARPA fund to General Fund
- 2) Approve restaurant license fee reimbursement program not to exceed \$100,000
- 3) Approve Guidehouse recommended firm to complete a fiber feasibility survey