

The seal of Callahan County Government is a semi-circular emblem with a textured, stippled background. It features a central illustration of a landscape with a river, trees, and a building. The words "CALLAHAN COUNTY GOVERNMENT" are written in a semi-circle along the top edge of the seal.

**Board of
Commissioners'
Meeting**

June 4, 2013

**NOTICE AND AGENDA FOR
JUNE 4, 2013 MEETING
OF THE
KALAMAZOO COUNTY BOARD OF COMMISSIONERS**

PLEASE TAKE NOTICE that a regular meeting of the Kalamazoo County Board of Commissioners is scheduled for **Tuesday, June 4, 2013, at 7:00 p.m.** in the Board of Commissioners Room, second floor, County Administration Building, 201 West Kalamazoo Avenue, Kalamazoo, Michigan, for the purpose of considering the following items:

- ITEM 1 Call to Order
- ITEM 2 Invocation
- ITEM 3 Pledge of Allegiance
- ITEM 4 Roll Call
- ITEM 5 Approval of Minutes
- ITEM 6 Communications
- ITEM 7 Citizens' Time
- ITEM 8 For Consideration

- A. Request for Approval of 25 Year Resolution Honoring Dawn Morse
- B. Discover Kalamazoo Presentation

CONSENT AGENDA

Circuit Court

- C. Request for Approval of to Accept Grant Award from the Stucki Family Foundation

District Court

- D. Request for Approval of an Agreement with Kalamazoo Community Mental Health & Substance Abuse Services (KCMHSAS) for the Mental Health Recovery Program (MHRC)
- E. Request for Approval of an Amended Agreement with Kalamazoo Community Mental Health & Substance Abuse Services (KCMHSAS) for the Sobriety Court Program

Equalization

- F. Request for Approval of Resolution to Levy

Health & Community Services

- G. Request for Approval to Accept Statement of Grant Awards #2013-1 and #2013-3 from the Michigan Office of Services to the Aging
- H. Request for Approval to Seek Funding from Kalamazoo Community Foundation and Irving S. Gilmore Foundation to Support the 2013 Health Equity Summit
- I. Request for Approval of an Extension of Paid Intern Position in the Emergency Preparedness Program

Michigan Works!

- J. Request for Approval of Wagner-Peyser 7(a) Employment Services Plan 13-00
- K. Request for Approval of Direct Services Waiver Request 13-00

Sheriff

L. Request for Approval of 2013 Marine Safety Program Grant Agreement from the State of Michigan Department of Natural Resources (MDNR)

Treasurer

M. Request for Approval of Resolution to Utilize the County's Option to Acquire Tax Foreclosed Properties

Board of Commissioners

N. Request for Approval of Transfers and Disbursements

O. Request for Approval of Architect & Engineers Services agreement with Eckert Wordell for the deferred maintenance portion of Phase 1, Items 3-7, and Facilities Master Plan

P. Request for Approval of Construction Manager at Risk Services agreement with AVB for the Gull Road Court Facility Project

NON-CONSENT AGENDA ITEMS

The following Items are Non-Consent Agenda Items and will be voted on individually.

- ITEM 9 Old Business
- ITEM 10 New Business
- ITEM 11 County Administrator's Report
- ITEM 12 Chairperson's Report
- ITEM 13 Vice Chairperson's Report
- ITEM 14 Members' Time
- ITEM 15 Adjournment

Dina Sutton

Dina Sutton
Office Manager for Administrative Services

MAY 29, 2013

MEETINGS OF THE KALAMAZOO COUNTY BOARD OF COMMISSIONERS ARE OPEN TO ALL WITHOUT REGARD TO RACE, SEX, COLOR, AGE, NATIONAL ORIGIN, RELIGION, HEIGHT, WEIGHT, MARITAL STATUS, POLITICAL AFFILIATION, SEXUAL ORIENTATION, GENDER IDENTITY OR DISABILITY. KALAMAZOO COUNTY WILL PROVIDE NECESSARY REASONABLE AUXILIARY AIDS AND SERVICES, SUCH AS SIGNERS FOR THE HEARING IMPAIRED AND AUDIO TAPES OF PRINTED MATERIALS BEING CONSIDERED AT THE MEETING/HEARING, TO INDIVIDUALS WITH DISABILITIES AT THE MEETING/HEARING UPON FOUR (4) BUSINESS DAYS' NOTICE TO THE COUNTY. INDIVIDUALS WITH DISABILITIES REQUIRING AUXILIARY AIDS OR SERVICES SHOULD CONTACT THE COUNTY BY WRITING OR CALLING:

Dina Sutton
Office Manager for Administrative Services
KALAMAZOO COUNTY GOVERNMENT
201 West Kalamazoo Avenue
Kalamazoo, Michigan 49007
TELEPHONE: (269)384-8111
TDD PHONE: (269)383-6464

C.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: June 4, 2013

COURT: Ninth Circuit Court – Family Division

PREPARED BY: Kathy Flack

SUBJECT: Grant Acceptance - Youthful Offender Transitions Program

SPECIFIC ACTION REQUESTED:

Seeking approval to accept an award of \$2,000 from the Stucki Family Foundation.

DESCRIPTION OF ACTION (dollar amount, purpose):

The \$2,000 will be used by the Family Division of the Ninth Circuit court to fund operation of the Youthful Offender Transitions Program.

TIME FRAME OF ACTION:

The term of the grant is from March 1, 2013 to February 28, 2014.

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

Stucki Family Foundation

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

Position already exists from previous grant. New grant funding will come out of the same fund, so no elimination or creation is required.

NEW OR RENEWAL OR AMENDMENT:

(If an amendment to a contract/agreement please provide the date in which the original was approved by the Board of Commissioners)

New

ANY OTHER PERTINENT INFORMATION:

N/A

PROCUREMENT INFORMATION:

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

CONTACT PERSON WITH PHONE NUMBER:

Kathy Flack kbflac@kalcounty.com or 268 385-6039

D.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: Tuesday, June 4, 2013

DEPARTMENT: 8th District Court

PREPARED BY: Lynn Kirkpatrick, Probation Services Director

SUBJECT: Approval of agreement between Kalamazoo Community Mental Health & Substance Abuse Services (KCMHSAS) and 8th District Court. Acceptance of PA2 funds in the amount of \$2,000 for our Mental Health Recovery Program (MHRC).

SPECIFIC ACTION REQUESTED:

8th District Court requests Board approval of an agreement between KCMHSAS and 8th District Court to provide \$2,000 for our Mental Health Recovery Program.

DESCRIPTION OF ACTION (dollar amount, purpose):

Funding in the amount of \$2,000 is designated for bus tokens for MHRC participants and requires no county match.

TIME FRAME OF ACTION:

Grant Agreement for the period of Oct. 1, 2012 through Sept. 30, 2013.

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

This is state funding through PA 2.

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

No new personnel required at this time.

NEW OR RENEWAL: New

ANY OTHER PERTINENT INFORMATION:

CONTACT PERSON WITH PHONE NUMBER:

Lynn Kirkpatrick, Probation Services Director: 383-8966

E.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: Tuesday, June 4, 2013

DEPARTMENT: 8th District Court

PREPARED BY: Lynn Kirkpatrick, Probation Services Director

SUBJECT: Approval of amendment between Kalamazoo Community Mental Health & Substance Abuse Services (KCMHSAS) and 8th District Court.

SPECIFIC ACTION REQUESTED:

8th District Court requests Board approval of the amended contract between KCMHSAS and 8th District Court to provide \$43,000 for our Sobriety Court Program.

The total allocated funding for FY 12/13 has been reduced from \$45,000 to \$43,000. Specifically, funding for Outpatient Services has been reduced from \$5,000 to \$3,000. The \$2,000 in PA2 funding that was removed from the contract was transferred to the Mental Health Recovery Court (MHRC) to assist with transportation costs of MHRC participants.

DESCRIPTION OF ACTION (dollar amount, purpose):

This funding is designated for substance abuse services, drug testing, in home PBT testing supplies and training. This requires no county match.

TIME FRAME OF ACTION:

Grant Agreement for the period of Oct. 1, 2012 through Sept. 30, 2013.

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

This is state funding through PA 2.

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

No new personnel is required at this time.

NEW OR RENEWAL: New (amended)

ANY OTHER PERTINENT INFORMATION:

The Sobriety Court Program is currently in its sixth year of operation. By entering into this agreement with KCMHSAS and acceptance of the PA 2 funding, our program will have the opportunity to enhance its effectiveness by offering substance abuse services to participants,



F.

ADMINISTRATIVE SERVICES MEMORANDUM

TO: BOARD OF COMMISSIONERS

FROM: THOM CANNY, CORPORATE COUNSEL

DATE: MAY 28, 2013

SUBJECT: RESOLUTION TO LEVY

Michigan law requires each county to adopt an annual Budget for its fiscal year. Each county must adopt the annual budget prior to the start of the budget's fiscal year. This meant adopting the 2008 budget prior to January 1, 2008.

As part of this budget process, each county must adopt a Resolution to Levy setting forth the total number of mills of ad valorem property taxes the County will levy. The monies collected from the levy are then used is to meet the county's financial needs for the ensuing fiscal year.

Prior to 2005, all county millages were levied in December and collected in the following March. This system served counties well because the counties operate on a calendar year budget and would generally try to adopt the ensuing year's budget at the county's annual meeting in October.

In 2005, the Legislature amended the State Revenue Sharing Act, eliminating revenue sharing payments to counties but allowing Counties to start levying their general operating millage in July of each year, instead of December. By levying the millage in June, the revenues would be collected in September. The Legislature authorized this accelerated levying, and collection, of county general operating millage in order to reduce some of the adverse financial impacts resulting from the elimination of state-shared revenue. The State phased in a county's ability to shift the levying and collection of its general operating millage over a 3 year period with counties levying 1/3rd of their general operating millage in July of 2005; 2/3rds in July of 2006 and all of their general operating millage in July of 2007.

While the shift in general operating millage levy and collection has reduced some of the adverse impacts the county has experienced with the elimination of state-shared revenue, it has also created an unintended consequence. Specifically, a County's budget adoption process still takes place in the September-December time frame, and the County still is required to adopt the Resolution to Levy in that same October-December time frame. However, State law now requires the County to levy and collect its general operating millage in June, prior to the adoption

of the Resolution to Levy, and prior to the adoption of the budget the millage revenues will fund. Some members of the Board of Commissioners have expressed concern about the County levying all, or a portion, of the County's general operating millage levied in June but not adopting the formal Resolution to Levy until October.

Unfortunately, the Legislature provided no guidance to the Counties on how to address the fact that its general operating levy may be taking place prior the adoption of a Resolution to Authorize the Levy.

In order to avoid any misunderstandings or questions, the Administration and Corporate Counsel recommend that the Board of Commissioners adopt a Resolution to Levy, after a public hearing, in Mayor June of each year directing the levying of the County's general operating millage in July of that year. This year's Public Hearing will take place at your Meeting on June 4, 2013.

Thank you for your time and consideration to this Memorandum. Please feel free to contact the County Administrator, or me, if you have any questions, comments or concerns regarding this Memorandum or the Resolution to Levy.

**2013
RESOLUTION TO LEVY**

WHEREAS, the County Administrator of Kalamazoo County has submitted to the Board of Commissioners of Kalamazoo County estimates of the anticipated expenditures for the various departments and functions of Kalamazoo County for the year 2013; together with the estimated revenues from said departments and from taxation for the year 2013; and

WHEREAS, it is the duty of the Kalamazoo County Board of Commissioners to discuss, consider and authorize an annual appropriation to cover such expenditures as determined by the Board of Commissioners to be necessary; and

WHEREAS, it is estimated that a 4.6871 mill tax to cover such estimated expenditures would be necessary.

NOW, THEREFORE, BE IT RESOLVED that a 4.6871 mill operating tax be spread on the taxable value of the property of the County of Kalamazoo in 2013 to cover the estimated expenditures for the various departments and functions of Kalamazoo County for the year 2013. Such tax spread being subject to Public Act 357 of 2004, requiring the total operating rate of 4.6871 mills to be levied in July 2013.

BE IT FURTHER RESOLVED that the County Administrator, as the duly appointed Budget Director, is hereby empowered to administer such duties as may be from time to time delegated to that office by the Kalamazoo County Board of Commissioners.

BE IT FURTHER RESOLVED that the Budget Guidelines as adopted by the Kalamazoo County Board of Commissioners at the October 16, 2012 meeting and such amendments as from time to time may be adopted, shall be incorporated by reference into this Resolution and the County Administrator is hereby authorized to implement those guidelines for fiscal control of the County revenues and expenditures.

DATED: June 4, 2013

David C. Maturen, Chairperson
Kalamazoo County Board of Commissioners

STATE OF MICHIGAN)
) SS.
COUNTY OF KALAMAZOO)

I, Timothy A. Snow, County Clerk/Register for the County of Kalamazoo, Michigan, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Kalamazoo County Board of Commissioners at a regular session held on June 4, 2013.

Timothy A. Snow,
Kalamazoo County Clerk/Register



Kalamazoo County

Health & Community Services

3299 Gull Road, P.O. Box 42, Nazareth, MI 49074-0042

DATE: June 4, 2013
TO: County Board of Commissioners
FROM: Linda Vail, Director/Health Officer
RE: ITEMS FOR YOUR CONSIDERATION

A. ACCEPTANCE OF STATEMENT OF GRANT AWARDS #2013-1 and #2013-3 FROM THE MI OFFICE OF SERVICES TO THE AGING (OSA) TO THE KALAMAZOO COUNTY HEALTH & COMMUNITY SERVICES DEPARTMENT, REGION IIIA AREA AGENCY ON AGING

ACTION REQUESTED

HCS Administration requests Board approval to accept two Statements of Grant Awards from the MI Office of Services to the Aging (OSA). The first award is #2013-1 in the amount of \$2,750 for the period May 3, 2012 through September 29, 2013. The second award is in the amount of \$1,260,952 for the period October 1, 2012 through September 30, 2013.

DESCRIPTION OF SUBJECT

These grant awards reflect the amount of funds currently allocated for the 2013 fiscal year via federal and state sources with additional funding expected. Acceptance of this funding allows the continued provision of a range of services provided by the AAIIIA and community partners, designed to help older persons remain independent in their own homes and communities, along with assisting residents in licensed long-term care facilities with concerns about care and quality of life issues.

RELATIONSHIP TO GOALS

The acceptance of this funding will further the Department's goal to "Strengthen the capacity of individuals and families at risk within the community to take control of their lives and work toward their self-sufficiency."

FUNDING SOURCE

The funding represents allocations from the federal Older Americans Act and Older Michigianian's Act through the MI Office of Services to the Aging.

PERSONNEL

There are no personnel associated with this request.

PROCUREMENT

There is no procurement associated with this request.

ISSUES AND CONCERNS

There are no issues or concerns. If you have any questions, please contact Judy Sivak, Director, Older Adult Services at 373-5153 or at jasiva@kalcounty.com.

B. PERMISSION TO SEEK FUNDING FROM KALAMAZOO COMMUNITY FOUNDATION AND IRVING S. GILMORE FOUNDATION TO SUPPORT THE 2013 HEALTH EQUITY SUMMIT

ACTION REQUESTED

HCS Administration requests Board approval for permission to seek two \$5,000 grant awards from the Kalamazoo Community Foundation and the Irving S. Gilmore Foundation to support the Health Equity Summit, "Collective Consciousness" on Friday, July 19th, 2013. The potential award would be \$10,000.

DESCRIPTION OF SUBJECT

These funds will be used to promote and support the Health Equity Summit here in Kalamazoo on July 19th, 2013. This is a major collaborative community project focused on promoting understanding and support for health equity of persons/families with low income. Kalamazoo County's Center for Health Equity aims to achieve equity in all Health and Community Services programming as well as assist individuals in becoming self-sufficient through evidenced based practices.

RELATIONSHIP TO GOALS

The acceptance of this funding will further the Department's goal to strengthen the capacity of individuals and families at risk within the community to take control of their lives and work toward their self-sufficiency. Our keynote speaker is the renowned Dr. Adewale Troutman, President of the American Public Health Association.

FUNDING SOURCE

There are no County funds associated with this request.

PERSONNEL

There are no personnel associated with this request.

PROCUREMENT

Procurement of marketing and promotion efforts will comply with all County policies and practices.

ISSUES AND CONCERNS

There are no issues of concern. If you have any questions, please contact David Artley, Housing and Neighborhood Coordinator at 373-5058 or dpartl@kalcounty.com.

C. REQUEST FOR EXTENSION OF PAID INTERN POSITION IN THE HEALTH & COMMUNITY SERVICES (HCS) EMERGENCY PREPAREDNESS PROGRAM

ACTION REQUESTED

HCS Administration requests Board approval to extend a paid intern position in the Emergency Preparedness Program at an additional cost not to exceed \$2,968.00.

DESCRIPTION OF SUBJECT

A paid internship position extension is requested for a maximum of 212 hours; schedule will be negotiated according to intern's availability and program needs. This position will work with the Emergency Preparedness Coordinator to assess HCS's capacity and capability to plan for, respond to, and recover from public health emergencies. It is expected that this position will be filled with a student seeking a degree in Biomedical Sciences or a related field.

RELATIONSHIP TO GOALS

Approval of this internship will further the Department's goal to improve the overall health of the community by reducing preventable disease and death.

FUNDING SOURCE

No county funds are associated with this request. Funding for reimbursement is from the Office of Emergency Preparedness through Public Health Emergency Response dollars through Project Public Health Ready.

PERSONNEL

We will work with Western Michigan University to place a student in this internship. The intern will be paid \$14 per hour plus fringe rate.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Josh Jacobs, Deputy Director at 373-5252 or at jejaco@kalcounty.com

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: June 4, 2013

DEPARTMENT: Michigan Works! – Upjohn Institute

PREPARED BY: Amanda Wright

SUBJECT: Wagner-Peyser 7(a) Employment Services 13-00

SPECIFIC ACTION REQUESTED: Review and approval of the Wagner-Peyser 7(a) Employment Services Plan 13-00.

DESCRIPTION OF ACTION (dollar amount, purpose): \$407,842
The Workforce Development Agency, State of Michigan (WDASOM) has allocated \$407,842 in Wagner-Peyser Employment Services Program funding to the Kalamazoo-St. Joseph Workforce Development Board for program year 2013 (7/1/2013-6/30/2014).

Employment Services are provided at two Michigan Works! Service Centers in the Kalamazoo-St. Joseph Michigan Works Area: One in the City of Kalamazoo and one in the City of Three Rivers.

Basic labor exchange services are designed to assist job seekers in finding employment by providing access and direction on how to use the Pure Michigan Talent Connect public labor exchange system. There are no preconditions or costs for job seekers or employers using these employment services.

TIME FRAME OF ACTION: July 1, 2013 through June 30, 2015

FUNDING SOURCE IF REQUIRED (Federal, State, or Local): Wagner-Peyser Act 7(a) Employment Services

PERSONNEL IF REQUIRED: NA

NEW OR RENEWAL: New

ANY OTHER PERTINENT INFORMATION: NA

CONTACT PERSON WITH PHONE NUMBER: Amanda Wright 385-0457

**PLEASE ATTACH ALL NECESSARY INFORMATION
i.e. Agreements/Contracts/Applications**

J:\Annex\PLANS\Plan Approval Process\Board of Commissioners Forms\Board Agenda Request Form\13-00 W-P ES Plan.doc

K.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: June 4, 2013

DEPARTMENT: Michigan Works! – Upjohn Institute

PREPARED BY: Amanda Wright

SUBJECT: Direct Services Waiver Request 13-00

SPECIFIC ACTION REQUESTED: Review and approval of the Direct Services Waiver Request 13-00

DESCRIPTION OF ACTION (dollar amount, purpose): N/A

The Kalamazoo-St. Joseph Michigan Works! Area is requesting a waiver from the Workforce Development Agency, State of Michigan (WDASOM) to allow Kalamazoo-St. Joseph Michigan Works!/W. E. Upjohn Institute to deliver direct services for the Temporary Assistance for Needy Families (TANF), Food Assistance Employment & Training (FAE&T), and Prisoner Reentry programs. This request is based solely on financial concerns. As state and federal funding continues to decrease, we are faced with decisions about how to effectively meet the increasing and changing demands for our services. In this light, we considered several different program designs and delivery methods, and determined that the best way to effectively serve both employers and job seekers will be to take these programs in-house, effective October 1, 2013.

TIME FRAME OF ACTION: October 1, 2013 through on-going

FUNDING SOURCE IF REQUIRED (Federal, State, or Local): N/A

PERSONNEL IF REQUIRED: NA

NEW OR RENEWAL: New

ANY OTHER PERTINENT INFORMATION: NA

CONTACT PERSON WITH PHONE NUMBER: Amanda Wright 385-0457

**PLEASE ATTACH ALL NECESSARY INFORMATION
i.e. Agreements/Contracts/Applications**

J:\Annex\PLANS\Plan Approval Process\Board of Commissioners Forms\Board Agenda Request Form\13-00 Direct Services Waiver Request.doc

L.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: June 4, 2013

DEPARTMENT: Sheriff's Office

PREPARED BY: Paul Matyas, Undersheriff

SUBJECT: 2013 Marine Grant Approval

SPECIFIC ACTION REQUESTED:

Approve 2013 Marine Safety Grant agreement

DESCRIPTION OF ACTION (dollar amount, purpose):

Grant is for \$22,032.00 for safety classes and marine patrol of the county lakes and rivers

TIME FRAME OF ACTION:

Agreement period is January 1, 2013 through September 30, 2013

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

Michigan Department of Natural Resources

PERSONNEL IF REQUIRED:

NA

NEW OR RENEWAL OR AMENDMENT:

Renewal

ANY OTHER PERTINENT INFORMATION:

Grant is used by the Sheriff's Marine Division

PROCUREMENT INFORMATION:

Because of delays with pass through funding, the Sheriff's Office received only 10 days notice for grant signature. Signature on agreement due May 31, 2013

CONTACT PERSON WITH PHONE NUMBER:

Paul Matyas, Undersheriff ph: 385-6176

M.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: June 4, 2013

DEPARTMENT: Treasurer's Office

PREPARED BY: Mary Balkema, County Treasurer

SUBJECT: Resolution to utilize the County's option to acquire tax foreclosed properties

SPECIFIC ACTION REQUESTED:

I am requesting the County Board of Commissioners utilize their local option to acquire tax foreclosed properties not otherwise optioned by the State of Michigan or other local units of government.

DESCRIPTION OF ACTION (dollar amount, purpose):

The Kalamazoo County Land Bank Authority (KCLBA) is requesting that the County exercise the "first right of refusal" to acquire Six (6) properties that meet the criteria outlined in the Authorities priorities. The parcels referenced below have title issues. The Land Bank will use their power of "expedited quiet title" to clear the title. In some instances, there is a deceased person on the title that left no will. Because of the clouded title issues, the person living in the home cannot get any federal or state assistance to help with ongoing housing issues. The person residing in the structure has made arrangements with the Kalamazoo County Treasurer to pay the delinquent tax bill in full. There is no impact to the DTRF. The KCLBA will hold the title to these properties on an interim basis for the sole purpose of clearing clouded title issues.

5246 Peninsula Drive, 430 Sprague, 915 Jackson, 1119 Egleston, 5536 Deerfield, 419 Richardson

The KCLBA is also requesting three (3) parcels: 3504 Par 4 Circle, 4420 Bronson Blvd. These properties are located in stable areas of the City of Kalamazoo but are vacant and abandoned. Mortgage foreclosures have become an increasing problem in these traditionally stable areas and these properties have sat for a considerable time vacant and with deferred maintenance and neglect. KCLBA plans to invest funds in these properties and advertise them on its website and with procured realtors in order to stabilize the homes and sell them to a homeowner. 1303 Fulford is a building parcel where another building was built on to the original. (2 separate legal descriptions) We foreclosed on the back 1/2 of the building and need to change the legal description so the building can be split where the bearing wall ends. After the description is changed, it will be deeded back to the treasurer to be sold at the auction.

Corporate Counsel is requesting 1318 Humphrey and 1616 Humphrey which is in close proximity to the Juvenile Home Complex. The parcel will be incorporated into the Gull Road footprint and master plan.

MDOT thru approval from the Federal Highway Administration is requesting parcel 08-20-260-041 known as 12628 East Michigan Avenue as part of land assembly to reconfigure the interchange.

TIME FRAME OF ACTION:

June 2013

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

The cost to acquire the parcels by the land bank will be paid from the Land Bank general fund.

There will be no costs associated with the parcels transferred to the Land Bank for interim purposes for quiet title or for correction of the legal description.

The costs to acquire 1318 Humphrey and 1616 Humphrey will be funded thru contingency.

The cost to acquire 12628 East Michigan will be paid for by a formal submission to MDOT central office in Lansing, environmental clearance and a formal approval by FHWA.

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

NEW OR RENEWAL:

Renewal

ANY OTHER PERTINENT INFORMATION:

PROCUREMENT INFORMATION:

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

CONTACT PERSON WITH PHONE NUMBER:

Mary Balkema 384-8134

**RESOLUTION TO UTILIZE
THE COUNTY'S OPTION TO
ACQUIRE TAX FORECLOSED
PROPERTY**

WHEREAS, the Kalamazoo County Treasurer is acting as the foreclosing governmental unit under P.A. 123 of 1999; and

WHEREAS, the General Property Tax Act (PA123 of 1999), allows a county, under MCL 211.78m(1), to purchase tax foreclosed property for the minimum bid which is defined in statute; and

WHEREAS, the County Board of Commissioners wish to utilize their local option to acquire tax foreclosed property not otherwise optioned by the State of Michigan or other local units of government; and

WHEREAS, the Kalamazoo County Land Bank Authority (the "Authority") on May 11, 2013 passed a resolution requesting the County to acquire certain properties that meet the criteria outlined in the Authority's Priorities.

THEREFORE BE IT RESOLVED that the Board of Commissioners request the County Treasurer, acting as the Foreclosing Governmental Unit, to accept the minimum bid in the name of Kalamazoo County for the properties identified in the attached list, subject to local and state option and other deletions as required by statute and Land Bank Priorities, Policies and Procedures.

BE IT FURTHER RESOLVED, that acquisition cost shall be covered by the Kalamazoo County Land Bank Authority, the County contingency fund, and MDOT.

BE IT FURTHER RESOLVED, that the Board Chairperson and County Clerk are authorized to sign any necessary documents as approved by the County Attorney to convey said properties to the Authority.

STATE OF MICHIGAN)
) SS
COUNTY OF KALAMAZOO)

I, Timothy A. Snow, County Clerk Register, do hereby certify the forgoing is a true copy of a Resolution adopted by the Kalamazoo County Board of Commissioners at a regular session held on June 4, 2013.

Timothy A. Snow
County Clerk/Register

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: June 4, 2013

DEPARTMENT: Administration

PREPARED BY: John Faul

SUBJECT: Facilities Master Plan (FMP), Deferred Maintenance, Architect & Engineers Services

SPECIFIC ACTION REQUESTED:

Approve Architect & Engineers Services agreement with Eckert Wordell for the Deferred Maintenance portion of Phase 1, Items 3-7, Facilities Master Plan.

DESCRIPTION OF ACTION (dollar amount, purpose):

Implement agreement with Eckert Wordell. Costs will be incurred in two phases. Phase 1, \$300,000, which will include research and electronic documentation of building information, program verification, schematic designs, and logistical phasing relationships with the Courts and Prosecutor. Phase 2, 5.85% of construction costs, once building remodeling is being implemented. These fees are consistent with what was negotiated with Tower Pinkster for the other portion of the FMP.

TIME FRAME OF ACTION:

Request Board approval of contract at the June 4, 2013 Board of Commissioners meeting.

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

General County Public Improvement Fund

PERSONNEL IF REQUIRED:

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

No additional personnel required

NEW OR RENEWAL:

New

ANY OTHER PERTINENT INFORMATION:

The FMP identified substantial deferred maintenance requirements in MAC, existing Family Court Building, and the Administration Building. We have initiated some of the projects that we can engineer and implement internally. This is a recommendation to utilize Eckert Wordell to facilitate the design of the remainder of the deferred maintenance projects, remodeling the existing Family Court and Administration Building to repurpose them once vacated by the

Courts and Prosecutor, and facilitate the logistics of moving offices with minimal disruption. Eckert Wordell went through the interview and selection process when determining Architects & Engineers for Phase 1 of the FMP. We recommended Tower Pinkster for the Gull Road Court Facility and Eckert Wordell for the deferred maintenance/repurposing of existing facilities.

PROCUREMENT INFORMATION:

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

On March 19, 2013, authority was granted to Administration and Corporate Counsel to negotiate a General Architect agreement with Eckert Wordell for all architectural, engineering, and environmental services related to Phase 1, Items 3-7, FMP. This agreement was to be brought to the Board at a future meeting.

CONTACT PERSON WITH PHONE NUMBER: John Faul, 383-8908, fauljm@kalcounty.com

P.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: June 4, 2013

DEPARTMENT: Administration

PREPARED BY: John Faul, jmfaul@kalcounty.com, 383-8908

SUBJECT: Facilities Master Plan (FMP), Gull Road Court Facility Project, Construction Manager at Risk Services

SPECIFIC ACTION REQUESTED:

Approve a General Construction Manager at Risk Services agreement with AVB for all construction management services related to the construction of the Gull Road Court Facility Project (Phase 1, Item 2, FMP).

DESCRIPTION OF ACTION (dollar amount, purpose):

Approve a Construction Manager at Risk Services agreement with AVB. Fees broken out as follows:

Pre-Construction Service Fee: \$52,950

Fee for Construction Management: 5.375% of Guaranteed Maximum Price

General Conditions: Estimated Cost \$322,800

TIME FRAME OF ACTION: Board action to approve negotiated contract with AVB on June 4, 2013.

FUNDING SOURCE IF REQUIRED (Federal, State, or Local): Capital Public Improvement Fund

PERSONNEL IF REQUIRED: (indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number) No additional personnel

NEW OR RENEWAL: New

ANY OTHER PERTINENT INFORMATION:

PROCUREMENT INFORMATION: (indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why) A Request for Qualifications was sent out with a due date of April 22, 2013. We received eight responses. A selection team of the Prosecutor, Sheriff, Circuit Court Administrator, Probate Court Administrator, and Deputy Administrator choose four firms out of eight to interview. Support comments were received from Staff (Finance, Building & Grounds, Information Services, and Purchasing) as well. The short list included AVB, Skanska, Miller Davis, and CSM. After conducting interviews, the selection team above with the addition of Commissioner Seals, recommended AVB. Through their response to the RFQ as well as the presentation, we believe they are the best fit to be the Construction Manager at Risk for this project. Key selling points included their ability to undertake the project, experience in providing construction management services, and ability to establish budgets and schedules.