

The seal of Callahan County Government is a 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 circular path around the perimeter of the seal.

**Board of
Commissioners'
Meeting**

December 3, 2013

**NOTICE AND AGENDA FOR
DECEMBER 3, 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, December 3, 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 Proclamation Honoring Harold Garnaat
- B. Public Hearing on Brownfield Plan, 9008 Portage Road, Portage

CONSENT AGENDA

Buildings & Grounds

- C. Request for Approval of Professional Services Agreement for Consumers Energy Rebates to Tower Pinkster Titus Associates

Circuit Court

- D. Request for Approval to Submit Grant Application to the Michigan State Bar Foundation for the Youthful Offender Transitions Program
- E. Request for Approval of Elimination/Creation of Positions
- F. Request for Approval of Elimination/Creation of Positions

District Court

- G. Request for Approval of Michigan Mental Health Court Grant Program (MMHCGP) Contract with Kalamazoo community Mental Health & Substance Abuse Services (KCMHSAS)

Finance

- H. Request for Approval of Resolution to Comply with Requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by Adopting the 80/20% Option for the Medical Benefit Plan Coverage Year January 1, 2014 through December 31, 2014

Health & Community Services

- I. Request for Approval to Accept Statement of Grant Awards #2014-2, #2014-3 & #2014-4 from the Michigan Office of Services to the Aging (OSA)
- J. Request for Approval to Submit Grant Application to the United Way of Battle Creek and Kalamazoo Region
- K. Request for Approval of HIPAA Managed Services Proposal with Health Care Management
- L. Request for Approval of Amendment to LCA13-39015 Low Income Home Energy Assistance Program (LIHEAP) Crisis Assistance (LCA) Deliverable Fuel Agreement from the

Michigan Department of Human Services (MDHS)

Parks & Expo Center

M. Request for Approval of Change Order to Boat Ramp Construction Contract with James Fulton Excavating Contractors

Planning & Community Development

N. Request for Approval of Removal of Lien from 524 Fenimore Avenue, Kalamazoo

O. Request for Approval of Brownfield Plan for Site at 9008 Portage Road, Portage

P. Request for Approval of Contract with Heritage Land Surveying and Mapping, PC

Sheriff

Q. Request for Approval of an Agreement with Kalamazoo Community Mental Health & Substance Abuse Services (KCMHSAS)

R. Request for Approval of Creation of Positions (general fund/law enforcement)

S. Request for Approval of Elimination/Creation of Positions (house keeping)

Board of Commissioners

T. Request for Approval of Transfers and Disbursements

U. Request for Approval of Reappointments/Appointments to Various Advisory Boards

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

NOVEMBER 27d, 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

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF:

DEPARTMENT: Buildings and Grounds

PREPARED BY: Randy E. Winterowd

SUBJECT: Professional Services for Consumers Energy Rebates

SPECIFIC ACTION REQUESTED:

Request for the approval of the amount of \$20,000.00 plus expenses to Tower Pinkster Titus Associates, Inc for professional engineering services to document and apply for Consumers Energy efficiency incentives per proposal for the new Kalamazoo County Gull Road Court Facility project.

DESCRIPTION OF ACTION (dollar amount, purpose):

Time and Material not to exceed \$20,000.00 plus expenses.
Quote was based on the estimated time of 130 man hours.

TIME FRAME OF ACTION:

Immediate

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

To be paid out of operations, Buildings and Grounds consultants account 101-265-808.56, to be reimbursed with rebate incentive monies upon receipt of rebate check.

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) NA

NEW OR RENEWAL:

NEW

ANY OTHER PERTINENT INFORMATION:

Consumers Energy requests that rebates incentives be done through a pre-approval process when possible before the project begins to ensure rebate incentive dollars are reserved for the project and maximized.

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)

Professional services are from the current contracted Architect and Engineering firm for the projects.

BOARD AGENDA REQUEST FORM**PROPOSED FOR BOARD MEETING OF: December 3, 2013****COURT: Ninth Judicial Circuit Court, Family Division****PREPARED BY: Jaishree Khatri, Youthful Offender Transitions Program Coordinator****SUBJECT: Request approval to submit a grant for continued funding of Youthful Offender Transitions Program.****SPECIFIC ACTION REQUESTED:**

Partial funding has already been secured for the time frame of March, 2014 through February, 2015. We are requesting approval to submit a grant application to the Michigan State Bar Foundation by December 6, 2013.

DESCRIPTION OF ACTION (dollar amount, purpose):

We would like approval to request a grant for the continuation of the already existing Youthful Offender Transitions Program in the amount of \$15,000.00.

TIME FRAME OF ACTION:

The application for the grant deadline is December 6, 2013. Any monies received as a result of the grant application would be utilized after March 1, 2014 for the next operating year.

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

The funding source is a State Program and is affiliated with the Michigan State Bar 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)

The Youthful Offender Transitions Program has employed a full time Transitions Coordinator for the last eight years. This position currently is a J12 at a salary of \$54,704.00 annually.

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)

This is a new board request.

ANY OTHER PERTINENT INFORMATION:

The Youthful Offender Transitions Program costs approximately \$120,000.00 to operate on an annual basis. For the time period that we are currently seeking grant monies, \$60,000.00 of the operating budget has already been previously secured.

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)

Not applicable.

CONTACT PERSON WITH PHONE NUMBER:

Katherine B. Flack, Family Division Administrator (269) 385-6039

E.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: December 3, 2013

DEPARTMENT: Circuit Court - Juvenile Home

PREPARED BY: Travis Faulds

SUBJECT: Position changes

SPECIFIC ACTION REQUESTED:

To eliminate three part-time positions and create two full-time positions. The end result will be a reduction in fte.

DESCRIPTION OF ACTION (dollar amount, purpose):

TIME FRAME OF ACTION:

Effective 12/1/2013

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

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)

Eliminate:

Position #	Position Title	Grade	FTE	Pay Rate	GL Account #
10568-002	Youth Specialist	A15	0.8	\$10.64	292-662-704.00
10568-003	Youth Specialist	A15	0.55	\$10.64	292-662-704.08
10568-015	Youth Specialist	A15	0.8	\$10.64	292-662-704.00

Create:

10556	Youth Specialist I	A16	1.0	\$26,187 - \$32,323	292-662-704.00
10556	Youth Specialist I	A16	1.0	\$26,187 - \$32,323	292-662-704.00

NEW OR 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: Travis Faulds 385-8577

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: December 3, 2013

DEPARTMENT: Circuit Court - Juvenile Home

PREPARED BY: Travis Faulds

SUBJECT: Temporary positions

SPECIFIC ACTION REQUESTED:

To eliminate/create for Juvenile Home temporary relief positions and set the rate of pay.

DESCRIPTION OF ACTION (dollar amount, purpose):

TIME FRAME OF ACTION:

Effective 12/1/2013

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

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)

Eliminate:

Position #	Position Title	Grade	FTE	Hourly Rate	GL Account #
10569-001	Youth Specialist Relief On-Call	A15	0.00	\$10.64	292-662-706.00
10583-001	Cook - Relief	A11	0.00	\$10.51	292-662-706.00

Create:

TBD	Relief Worker		0.00	\$10.75	292-662-706.00
TBD	Relief Kitchen Worker		0.00	\$10.62	292-662-706.00

NEW OR 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: Travis Faulds 385-8577

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: Tuesday, Dec. 3, 2013

DEPARTMENT: 8th District Court

PREPARED BY: Lynn Kirkpatrick, Probation Services Director

SUBJECT: Approval of Michigan Mental Health Court Grant Program (MMHCGP) contracts between 8th District Court and Kalamazoo Community Mental Health & Substance Abuse Services (KCMHSAS).

SPECIFIC ACTION REQUESTED:

8th District Court requests Board approval of this contract. MMHCGP grant award of \$96,406 was accepted by Board approval on Nov. 5, 2013.

DESCRIPTION OF ACTION (dollar amount, purpose):

Funding in the amount of \$96,406 is designated for supplies, training & travel, psychiatric/substance abuse medications and CMH staffing.

* It requires no County match.

TIME FRAME OF ACTION:

Grant Agreement for the period of Oct. 1, 2013 through Sept. 30, 2014.

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

FY 2014 Michigan Mental Health Court Grant Program through the State Court Administrative Office (SCAO).

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 county 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

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: December 3, 2013

DEPARTMENT: Director of Finance and Administrative Services

PREPARED BY: Lisa Bradshaw

SUBJECT: Public Employee Health Reform ~ PA152 of 2011

SPECIFIC ACTION REQUESTED: Adopt the annual resolution to accept the 80/20 Rule as outlined in Enrolled Senate Bill No. 7, signed into law as PA152 of 2011 for the County's medical benefit plan coverage year January 1, 2014 through December 31, 2014.

DESCRIPTION OF ACTION (dollar amount, purpose): On September 24, 2011, Governor Rick Snyder signed legislation that limits the amount public employers may pay for government employee medical benefits. This legislation (PA152 of 2011) contains 3 options for compliance.

- 1.) Section 3 - "Hard Caps" Option - limits a public employer's total annual health care costs for employees based on coverage levels, as defined in the Act;
- 2.) Section 4 - "80%/20%" Option - limits a public employer's share of total annual health care costs to not more than 80%. *This option requires an annual majority vote of the governing body;*
- 3.) Section 8 - "Exemption" Option - a local unit of government, as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3 vote of the governing body;

On July 16, 2013, the Kalamazoo County Board of Commissioners decided to adopt the 80%/20% option as its choice of compliance under the Act and passed the resolution for the County's 2012 and 2013 medical benefit plan coverage years.

TIME FRAME OF ACTION: January 1, 2014 through December 31, 2014

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

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)

ANY OTHER PERTINENT INFORMATION:

CONTACT PERSON WITH PHONE NUMBER: Tracie Moored 383-8843



Kalamazoo County

Health & Community Services

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

DATE: December 3, 2013
TO: County Board of Commissioners
FROM: Linda Vail, Director/Health Officer
RE: **ITEMS FOR YOUR CONSIDERATION**

A. ACCEPTANCE OF STATEMENT OF GRANT AWARDS #2014-2, #2014-3 & #2014-4 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 Statement of Grant Awards #2, #3 & #4 from the MI Office of Services to the Aging (OSA) in a total amount of \$246,135 for the period of October 1, 2013 through March 31, 2014.

DESCRIPTION OF SUBJECT

Statement of grant award #2 reduces State funding by \$971 due to a determination by the State Commission on Aging to adjust the funding impact of the 2010 census over a four year period rather than a three year period. Statement of grant award #3 awards partial year Federal funding in an amount of \$206,858 and statement of grant award #4 awards \$40,248 in Federal nutrition funds. Additional State and Federal funding for the full fiscal year is expected to be received in increments. 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 Older Michiganian's Act and Older American's Act through the MI Office of Services to the Aging.

PERSONNEL

There are no new 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@kalamazoo.org.

B. APPROVAL OF A GRANT APPLICATION FROM THE KALAMAZOO COUNTY HEALTH & COMMUNITY SERVICES DEPT./AAIIIA TO THE UNITED WAY OF THE BATTLE CREEK AND KALAMAZOO REGION (UWBCKR)

ACTION REQUESTED

HCS Administration requests Board approval to submit a grant application to the UWBCKR to support the work of the Area Agency on Aging IIIA and its community partners to offer evidenced based chronic disease self management and falls prevention programs. The total request is expected to be \$119,000.

DESCRIPTION OF SUBJECT

Personal Action Towards Health (PATH) and Matter of Balance (MOB) programs are designed around a lay leaders model, coordinated by master trainers. They have been proven effective to enhance the quality of life of participants while also reducing unplanned hospitalizations. This grant will help to sustain and hopefully increase the number of programs offered in the community by coordinating efforts with community partners and the medical community.

RELATIONSHIP TO GOALS

The grant will provide funding that addresses the goal to "Strengthen the capacity of individuals and families at risk within the community to take control of their lives."

FUNDING SOURCE

The UWBCKR funding will augment inadequate federal funds to keep these programs going. There are no county general funds involved.

PERSONNEL

If awarded, additional personnel will be required either in the addition of a part time Health Educator position or by increasing the hours of the current independent contractor.

PROCUREMENT

County procurement policies will be followed if/where applicable.

ISSUES/CONCERNS

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

C. APPROVAL OF HIPAA MANAGED SERVICES PROPOSAL WITH HEALTH CARE MANAGEMENT

ACTION REQUESTED

HCS Administration requests Board approval of a one year proposal with Health Care Management for the provision of a HIPAA risk assessment and remediation proposal at a fixed cost of \$18,105.

DESCRIPTION OF SUBJECT

On January 25, 2013, the Federal Department of Health & Human Services released regulations that significantly changed the HIPAA (Health Insurance Portability and Accountability) rules. The new regulations took effect September 23, 2013. In an effort to assure compliance with the new regulations, HCS met with Health Care Management, a business that specializes in HIPAA risk assessments and remediation.

HCS is requesting Board approval of a vendor relationship with Health Care Management at a fixed cost of \$18,105. Key aspects of the assessment will include:

- Initial site interview
- Compliance review with staff
- Site exploration
- Business associate review
- Consolidation of data
- Preparation and presentation of risk analysis
- Policy & procedure review
- Remediation plan development & project management
- Staff training and review

RELATIONSHIP TO GOALS

This action is consistent with the HCS goal to improve the health of the community.

FUNDING SOURCE

HCS reserves will be used to fund the cost of this managed care proposal.

PERSONNEL

There are no new personnel associated with this request.

PROCUREMENT

This proposal is brought to the Board as a sole source purchase recommendation due to the implementation date of the new HIPAA laws and the need to assure compliance with the most expeditious solution. To evaluate other potential vendors, HCS sought recommendations from other public health departments as well as searching for vendors via the internet. There were no other viable options to the recommended vendor, partially because of their expertise in working specifically with health departments where HIPAA issues are significantly different from other health care entities. HCS did receive favorable feedback from Washtenaw County who used Health Care Management for HIPAA compliance assistance.

ISSUES/CONCERNS

None at this time. Please direct questions to Tamara Lahman, HCS Deputy Director/Financial Management Services at 373-5257 or talahm@kalamazoo.org.

D. ACCEPTANCE OF AMENDMENT TO LCA13-39015 LOW INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP) CRISIS ASSISTANCE (LCA) DELIVERABLE FUEL AGREEMENT, FROM THE MICHIGAN DEPARTMENT OF HUMAN SERVICES.

ACTION REQUESTED

HCS Administration requests Board approval to accept an amendment to the agreement with the Michigan Department of Human Services (DHS) for the program grant LCA13-39015. There is not yet an award amount associated with this agreement. The contract is effective September 1, 2013 through August 31, 2016. The original agreement was approved 7/16/13.

DESCRIPTION OF SUBJECT

The amendment revises the service, programmatic requirements, and general provision language to the original agreement to incorporate the Michigan Energy Assistant Act of 2012 (Public Act 615). The acceptance of this amendment allows for the continued provision of deliverable fuel assistance and services to low income and at risk families that are in the Kalamazoo County community. The use of LIHEAP Crisis Assistance (LCA) funds will provide heating fuel assistance in the form of deliverable fuels such as: propane, fuel oil, coal, wood, kerosene, and heating fuel

pellets. Energy assistance, through LCA grant funds, will assist families to remain self-sufficient through the heating season. This amendment will be followed with one or more notifications of funds available at a later date.

RELATIONSHIP TO GOAL

This amended agreement will help to foster and build stronger inter-agency relationships. This amended agreement also continues to further the HCS Community Action Agency's goal to promote and create a means to self-sufficiency for Kalamazoo County residents by assisting them to take control of their lives, while helping to improve the conditions of the families served.

FUNDING SOURCE

This amendment will permit the County to obtain LIHEAP Crisis Assistance (LCA) funds for the period of September 1, 2013 through August 31, 2016. There are no funds associated with this action.

PERSONNEL

There are no new personnel associated with this request.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have questions, please contact Josh Jacobs, HCS Deputy Director, at 373-5028 or at jejaco@kalcounty.com.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: December 3, 2013

DEPARTMENT: Parks & Expo Center

PREPARED BY: David Rachowicz

SUBJECT: Prairie View and Cold Brook County Park Boat Ramp Construction Contract

SPECIFIC ACTION REQUESTED:

Approve change orders for the Prairie View County Park Boat Ramp Construction Contract

DESCRIPTION OF ACTION (dollar amount, purpose):

On October 1, 2013 the Kalamazoo County Board of Commissioners approved a contract with James Fulton Excavating Contractors to construct the new boat ramp at Prairie View County Park. During the construction phase there is the need to make adjustments to the project due to the soils and to improve ADA Access. The original contract was for \$88,887.50.

The following is a summary of the proposed additions and deductions

Increase HMA Paving to improve ADA Accessibility	\$3,500
Additional Tree Removal	\$1,000
Additional excavation and fill due to poor subsoil	\$6,300
Reduction in excavation at ramp	(\$2,300)
Additional parking lot paving	\$400
Total Change Order Request	\$8,900

TIME FRAME OF ACTION:

This will be completed in 2013.

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

This additional expense will be funded with existing funds in the Park Improvement Fund #209

PERSONNEL IF REQUIRED:

NEW OR RENEWAL:

This is change order on existing contract.

ANY OTHER PERTINENT INFORMATION:

The Park Commission has approved both of these projects.

PROCUREMENT INFORMATION:

CONTACT PERSON WITH PHONE NUMBER:

David Rachowicz, (269) 383-8787
dmrach@kalcounty.com

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: December 3, 2013

DEPARTMENT: Planning and Community Development

PREPARED BY: Lee Adams

SUBJECT: Request to Remove Lien from 524 Fenimore Ave, Kalamazoo, MI 49001

SPECIFIC ACTION REQUESTED:

The Kalamazoo County Department of Planning administered a Community Development Block Grant (CDBG) Program that assisted homeowners with needed repairs through grants. The program required a lien on grantee properties to ensure that homeowners fulfilled the residence requirements associated with the grant. The property owner, Norma Jean Gould, requests that the County Board of Commissioners authorize the removal of the lien placed on her property. The three year residency requirement for the grant was fulfilled in March of 1997. The Department of Planning and Community development supports the removal of the lien.

DESCRIPTION OF ACTION (dollar amount, purpose):

Removal of Lien on 524 Fenimore Ave, Kalamazoo, MI

TIME FRAME OF ACTION:

Approval at the December 3, 2013 Board of Commissioners Meeting

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

N/A

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)

N/A

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)

N/A

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)

N/A

CONTACT PERSON WITH PHONE NUMBER:

Lee Adams, Resource Coordinator – 269-384-3805. laadam@kalcounty.com

KALAMAZOO COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
201 West Kalamazoo Avenue
Kalamazoo, Michigan 49007

LIBEA 1719 of 0344 GRANT AND LIEN AGREEMENT

STATE OF MICHIGAN
COUNTY OF KALAMAZOO
RECEIVED FOR RECORD
91 APR 13 AM 8 37
CLERK - CLAYTON

WHEREAS, NORMA JEAN GOULD is (is) the Owner of the premises located at 26 FENIMORE AVE KALAMAZOO MI 49001 Michigan, more particularly described as:
LOT #410 SHERWOOD PARK KALAMAZOO TOWNSHIP COUNTY KALAMAZOO

14286

WHEREAS, said OWNER (w) is (is) eligible to participate in the Kalamazoo County Community Development Block Grant Program, a program designed for the improvement of residences within the County, in order to improve such properties to the extent of compliance with the applicable housing codes, and,
WHEREAS, Owner (w) has (has) applied for a Grant from the Kalamazoo County Community Development Block Grant Program in the amount of \$7,403.92, which has been made and approved, and which Grant shall be spent for the improvement of the residence upon the above described property, and,
WHEREAS, the Kalamazoo County Community Development Block Grant Program is desirous of ensuring that the benefits of said Program remain with those who are eligible therefor, in the form of improved housing,
NOW, THEREFORE, Owner (w) hereby gives (gives) and grants (grants) to the Kalamazoo County Community Block Grant Program, a lien, in the nature of a Real Estate Mortgage, upon the above-described property, which mortgage lien shall be in the amount of the Grant above specified. Upon the occurrence of any of the following, the entire sum, with no interest charge, shall be due in full upon demand:

- A. The conveyance of the above-described property, by deed, land contract, or otherwise within three (3) years from date of execution hereof;
- B. Upon the death of the Owner, or upon the death of the last surviving of the present Owners, if there be more than one, within three (3) years from date of execution hereof;
- C. Upon commencement of foreclosure proceedings by any other mortgages within three (3) years from the date of execution hereof, this mortgage may be foreclosed by means of advertisement and sale.

If none of the events specified in subparagraphs A., B., C., above have occurred within three years from the date of execution hereof, the County of Kalamazoo shall discharge this mortgage lien.

IN WITNESS WHEREOF, Owner (s) has (have) signed this instrument this 10th day of MARCH, 1994.

WITNESS: ROBERT F. EISENHARDT JR

OWNER: NORMA JEAN GOULD

WITNESS: ROBERT C STEPHENSON

OWNER:

STATE OF MICHIGAN)
COUNTY OF KALAMAZOO) SS.

On this 10th day of MARCH 1994, before me, a NOTARY PUBLIC, in and for said County and State, personally appeared NORMA JEAN GOULD to me known to be the same person (s) described in and who executed the within instrument, who acknowledged the same to be free act and deed.

PREPARED BY:
DUANE T. TRIENSTRA
CORPORATION COUNSEL
COUNTY OF KALAMAZOO
201 WEST KALAMAZOO AVENUE
KALAMAZOO, MICHIGAN 49007

ROBERT C STEPHENSON

NOTARY PUBLIC, KALAMAZOO COUNTY, MICH

MY COMMISSION EXPIRES: 2/24/99

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETINGS OF: December 3, 2013 BOC

DEPARTMENT: Planning and Community Development

PREPARED BY: Lotta Jarnefelt

SUBJECT: Brownfield Plan for site located at 9008 Portage Road, Portage, Michigan

SPECIFIC ACTION REQUESTED:

The Kalamazoo County Brownfield Redevelopment Authority (KCBRA) respectfully requests the Kalamazoo County Board of Commissioners to hold the prerequisite public hearing on December 3, 2013 and adopt a resolution approving the County Brownfield Plan for the site located at 9008 Portage Road, Portage.

DESCRIPTION OF ACTION (dollar amount, purpose):

On November 19, 2013, in the Committee of the Whole, Ms. Jarnefelt presented the Brownfield Plan for the site located at 9008 Portage Road, Portage, owned by South Portage Road, LLC. Also on November 19, following the recommendation of the City of Portage Brownfield Redevelopment Authority, the Portage City Council voted to support the approval of the Plan.

**December 3, 2013 – in the Regular Meeting of the County Commission –
The County Board is requested to:**

- A) Hold the prerequisite, duly noticed public hearing related to a Kalamazoo County Brownfield Plan, for the site located at 9008 Portage Road, Portage. A notice has been posted as required 10 days prior to the public hearing. Notices have also been provided 10 days prior to the public hearing to all taxing jurisdictions that levy taxes subject to capture under this Brownfield Plan.
- B) Adopt a resolution approving a County Brownfield Plan for the site located at 9008 Portage Road, Portage

TIME FRAME OF ACTION:

December 3, 2013

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

As outlined in Plan. No County funds are requested.

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 or contracts will be required by this action

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 Brownfield Plan

ANY OTHER PERTINENT INFORMATION:

Project Background:

I. Project Description:

On September 26, 2013 the County Brownfield Redevelopment Authority (KCBRA) approved Mr. Alex Gwiazdowski's request for assistance with due diligence activities to support the acquisition and redevelopment of the former Bud's Auto Service site located at 9008 Portage Road, Portage. Mr. Gwiazdowski of South Portage Road, LLC plans to renovate the existing building and parking infrastructure as they are both in a state of disrepair. Once renovations are complete Mr. Gwiazdowski intends to consolidate his business (Disaster Restoration, Inc.) warehouse and office at this location.

In light of the problems identified on the site, the KCBRA is in full support of Mr. Gwiazdowski's plans to develop the site, and approved up to \$7,500 in funding for work related to the site. MDEQ has also set aside funds to remediate known issues on the site but were not previously able to gain access to the site. Mr. Gwiazdowski has allowed MDEQ access to the property, and MDEQ will complete its remediation activities on the site yet this year.

II. Brownfield Plan:

The KCBRA has created a Brownfield Plan for the 9008 Portage Rd site and intends to use Tax Increment Financing (TIF) to reimburse its expenses related to the site and the developer's potential environmental related eligible expenses. In addition, the Brownfield Plan includes the collection of up to five years of TIF to help fund the KCBRA Local Site Remediation Revolving Fund (LSRRF). The total estimated funds to be captured through the TIF is \$69,556 over a maximum of 30 years; or when eligible activities have been fully reimbursed and five years of TIF collection to the LSRRF is completed (whichever occurs first).

Collecting TIF allows the KCBRA to remain financially sustainable and to make funds available for additional Brownfield projects in the County. The KCBRA will only create a County Brownfield Plan if the municipality where the site is located is fully supportive.

On November 6, the City of Portage Brownfield Redevelopment Authority voted unanimously to recommend approval of the Plan to the Portage City Council. On November 19, the Portage City Council voted to support the approval of the Plan.

The development of this site is an improvement for the site and the surrounding area in many ways:

1. The MDEQ will finalize their environmental remediation
2. The blighted property returns to a productive use
3. The County Brownfield Plan will constitute a co-operative inter-governmental effort
4. TIF collections will reimburse the expenses for the assessment and related KCBRA expenses and potential environmental remediation work, as well as provide some funding for additional Brownfield redevelopment in the County

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)

NA

CONTACT PERSON WITH PHONE NUMBER:

Lotta Jarnefelt lmjarn@kalcounty.com, ph. 384-8115 or Lee Adams laadam@kalcounty.com, ph. 384-8305

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: December 3, 2013

DEPARTMENT: Planning & Community Development

PREPARED BY: Lotta Jarnefelt, Director and Administrator of the Kalamazoo County Remonumentation Program

SUBJECT: Contract between County and Heritage Land Surveying and Mapping PC

SPECIFIC ACTION REQUESTED: Approve Agreements between County of Kalamazoo and Heritage Land Surveying and Mapping PC

DESCRIPTION OF ACTION (dollar amount, purpose):

The purpose of this contract is to provide the County Remonumentation Program with professional services by Heritage Land Surveying and Mapping PC, relating to the Remonumentation of a corner located on the boundary of Calhoun County and Kalamazoo County. The Remonumentation Grant program requires that anyone that performs work for the Grant program have a contract with the County in order to be reimbursed from the grant.

The services to be performed are related to the submittal of section corner position documentation, including historic research, to the Peer Group of the Kalamazoo County Remonumentation Program for review. The government section corner is the northeast corner of section 1 in Charleston Township M-01/Southeast corner of section 36 in Ross Township M-13. This corner is a common corner with Calhoun County and part of their 2013 work program. Input from the Kalamazoo County Remonumentation Peer Group is part of the corner review process. Estimated expense is maximum \$500.

TIME FRAME OF ACTION: Work to be done by December 31, 2013.

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

Funding is available from the 2013 Remonumentation Grant from the State of Michigan.

PERSONNEL IF REQUIRED:

None

NEW OR RENEWAL OR AMENDMENT:

New

ANY OTHER PERTINENT INFORMATION:

NA

PROCUREMENT INFORMATION:

NA

CONTACT PERSON WITH PHONE NUMBER:

Lotta Jarnefelt ph. 384-8115 or lmjarn@kalcounty.com

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: December 3rd, 2013

DEPARTMENT: The Kalamazoo County Sheriff's Office

PREPARED BY: Sheriff Richard C. Fuller III

SUBJECT: Agreement with Kalamazoo Community Mental Health and Substance Abuse Services.

SPECIFIC ACTION REQUESTED:

Please accept and sign the agreement between The County of Kalamazoo and Kalamazoo Community Mental Health and Substance Abuse Services on behalf of The Kalamazoo County Sheriff's Office.

DESCRIPTION OF ACTION (dollar amount, purpose):

Described in the agreement per schedule of contract attachment.

TIME FRAME OF ACTION:

October 1, 2013 through September 30th, 2014.

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

General Fund and Law Enforcement Millage.

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 needed.

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)

Renewal.

ANY OTHER PERTINENT INFORMATION:

This is an agreement designed to assist The Kalamazoo County Sheriff's Office, The County of Kalamazoo, and The Kalamazoo Community Mental Health & Substance Abuse Services serve the needs of those in the county jail with mental health or substance abuse issues.

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)

None.

CONTACT PERSON WITH PHONE NUMBER:

Sheriff Richard C. Fuller III

ATTACHMENT 1 : Services and Reimbursement

KCMHSAS agrees to provide the following mental health services to inmates of the Kalamazoo County Jail for the Sheriff's Office. Mental Health Professional Staff (Jail Clinician services)

- The following services are provided by the "Jail Clinician" from 8:00 A.M. – 5:00 P.M., Monday – Friday. These services are reported to KCMHSAS with a \$0 rate, as they are inclusive of the mental health professional (jail clinician) salary.

Billing code modifier "KZ: QJ" = services performed by the mental health professional "Jail Clinician" in the jail.

Service	Billing Code	Reporting Unit	Rate
Brief Screen-Mental Health Services	H0002:KZ:QJ	Per event	\$0
Assessment (non-physician)	H0031:KZ:QJ	Per event	\$0
Pre-Admission Psychiatric Hospital Screen	T1023:KZ:QJ	Per event	\$0
Crisis Intervention	H2011:KZ:QJ	15 minute unit	\$0

- The Sheriff's Office agrees to reimburse KCMHSAS for services provided by staff other than the mental health professional (jail clinician) according to the rates listed below.

Billing code modifier "QJ" = services performed in the jail by staff other than the mental health professional (jail clinician).

Service	Billing Code	Reporting Unit	Rate
Psychiatric Evaluation	90792:QJ 10/1/13-9/30/14	Per event	\$373.02
Medication management established patient	99214:QJ 10/1/13-9/30/14	15 minute unit	\$188.69

- Psychiatric evaluations (physician services) listed above do not include telephone consultations for non-KCMHSAS consumers, medications, medication monitoring, or recommended medical labs.

Psychiatric Inpatient Services

Service	Billing Code	Reporting Unit	Rate
Kalamazoo Psychiatric Hospital Admission	Reimbursement for billed charges	Per Diem	\$509.00
Borgess Medical Center Hospital Admission	Reimbursement for billed charges	Per Diem	\$732.00
Physician Services	99221 - 99233	Per Event	\$90.00
Physician Psychiatric Consultation	99251-99255	Per Event	\$145.00
Physician Court Testimony	99075	Per Event	\$135.00

KCMHSAS shall pay Borgess Medical Center directly through existing contract with the hospital. KCMHSAS would then bill the Sheriff's Office for reimbursement of those charges.

KCMHSAS would provide the Sheriff's Office with every other day utilization management/length of stay documentation, and hospital billings to support these charges.

After Hours, Weekend, Holiday Services (Provided 4:00 P.M. – 12:00 A.M. & 12:00 A.M. – 8:00 A.M.)

Service	Billing Code	Reporting Unit	Rate
Pre-admission Psychiatric Hospital Screen	T1023:QJ 10/1/13-9/30/14	Per Event	\$147.44
Crisis Intervention	H2011:QJ 10/1/13-9/30/14	15 Minute Unit	\$37.05
Mental Health Psychiatric Evaluation	90792:AF: QJ 10/1/13-9/30/14	Per Event	\$373.02

KCMHSAS shall submit a monthly invoice to the Sheriff's Office for services delivered, billing codes, and dates of service.

The Sheriff's Office agrees to pay invoices submitted by KCMHSAS within 30 days of receipt of a correct invoice.

KCMHSAS will send invoices to:

~~Wally Kipp~~ *U. Jeff Christensen*
Kalamazoo County Sheriff's Office
1500 Lamont Street
Kalamazoo, MI. 49048
(269) 385-6117

Questions regarding invoices should be directed to:

KCMHSAS Reimbursement Manager
3299 Gull Road
Nazareth, MI. 49074
(269) 553-8000
Fax (269) 553-8012

ATTACHMENT 2: Requests for Service and Authorization

Initial Authorization & Re-authorization

Staff at the Kalamazoo County jail request services for individuals with mental health and/or substance abuse needs who are incarcerated. Services are requested and coordinated with the following:

- KCMHSAS Mental Health Recovery Court
- KCMHSAS Access Center 269-373-6000
- Mental Health Professional (Jail Clinician)
- Emergency Mental Health staff (after hours & holidays)

KCMHSAS Access Center staff input service authorizations into their authorization information system.

Psychiatric hospital admissions

KCMHSAS would conduct pre-admission screenings for Kalamazoo County Jail inmates who are believed to need psychiatric inpatient services.

R.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: December 3rd, 2013

DEPARTMENT: Kalamazoo County Sheriff's Office

PREPARED BY: Sheriff Richard C. Fuller III

SUBJECT: Creation of Positions

SPECIFIC ACTION REQUESTED:

Create four (4) FTE NF17 Positions for the Jail.

DESCRIPTION OF ACTION (dollar amount, purpose):

TIME FRAME OF ACTION:

Immediately upon decision.

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

General Fund and Law Enforcement Millage.

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)

Four (4) New NF17 FTE

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:

This is another step towards completing the hiring process associated with the Jail Annex/Renovation project. The four requested positions will be a step forward that will allow for the proper training of new employees and is consistent with the original position projections made in 2011.

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:

Sheriff Richard C. Fuller III

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: December 3, 2013

DEPARTMENT: Finance Department

PREPARED BY: Tracie L. Moored

SUBJECT: Position accounting action

SPECIFIC ACTION REQUESTED:

The Finance Department is requesting BOC approval for the shifting of the accounting for 2.0 fte positions.

DESCRIPTION OF ACTION (dollar amount, purpose):

We are requesting the movement of 2.0 fte positions from the General Fund to the Law Enforcement Fund for accounting purposes.

TIME FRAME OF ACTION:

Retroactive to 1/1/2013

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

PERSONNEL IF REQUIRED:

<u>Position #</u>	<u>Position Title</u>	<u>Grade Code</u>	<u>FTE</u>	<u>Salary/Fringe</u>	<u>GL Account #</u>
Eliminate:					
10435-003	Captain	C03	1.0	\$144,078	101-303-704.28
10436-003	Lieutenant	C02	1.0	\$131,146	101-301-704.28
Create:					
10435-003	Captain	C03	1.0	\$144,078	104-303-704.28
10436-003	Lieutenant	C02	1.0	\$131,146	104-301-704.28

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)

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:

Tracie L. Moored 384-8090



u.

ADMINISTRATIVE SERVICES MEMORANDUM

TO: Board of Commissioners
FROM: Tina Becker
DATE: November 19, 2013
SUBJECT: Board Action

The Board Appointments Committee recommends the following re-appointments for terms expiring 12/31/13:

Animal Services

- Sue Brodasky - Chair (served since 2/15/05)

Board of Public Works

- Douglas Wagner (served since 3/15/05)
- David Dosco (served since 2/1/00)
- Stephen Zimmerman (served since 2/21/12)

Parks Commission

- Marion Hill (served since 2/15/05)
- Toni Thompson (served since 10/2/12)

The Board Appointments Committee also recommends the appointment of Jeremy Orr to the Jury Board to assume a term that will expire 4/30/17

Int- 11/19/13 3:15

**KALAMAZOO COUNTY BOARD OF COMMISSIONERS
APPLICATION FOR APPOINTMENT TO:
THE JURY BOARD
(Term: 6 Years)**

Name Jeremy F. Orr Occupation Law Student
Home Address [REDACTED] Kalamazoo [REDACTED]
Street City Zip
Home Telephone _____ Business Telephone _____
Cell Number [REDACTED] E-mail address [REDACTED]
Length of residency in Kalamazoo County 3 years

State law provides that a Jury Board shall consist of not more than two members of the same political party. Please identify your political party membership, if any...i.e. democrat, republican, etc.

Democrat

Please list below any community boards on which you serve; your reasons for wishing to serve on the Jury Board; and any background experience which may be of value if you are appointed to the Jury Board.

Relevant Education:
Michigan State University College of Law
Juris Doctor, Specialized Criminal Law Advocacy Program (In Progress)

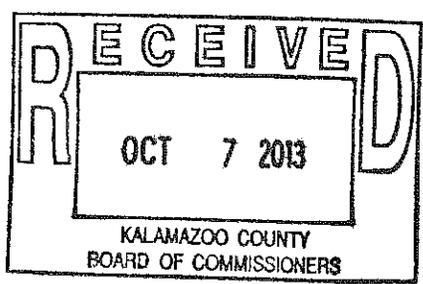
Michigan State University School of Criminal Justice
Master of Science in Criminal Justice, Certification in Judicial Administration/Court Management

Relevant Experience:
Legislative Aid, State House Judiciary Committee
Research and Drafted legislation for Committee Chair

Current Community Boards:
Kalamazoo Metro Transit Authority Board

I would like to serve on the Jury Board because it would allow me to practically apply my education and experience in order to serve my community and the people of Kalamazoo County. It is imperative that all areas of Kalamazoo County Government have sound leadership, but the court system in particular requires an added level of care because of its innate purpose to deliver justice.

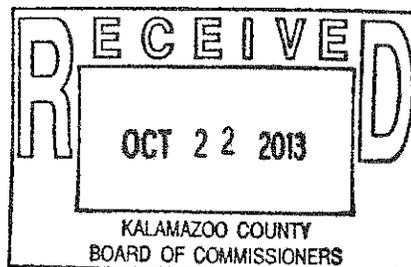
10/07/2013
Date of Application



Tina M. Becker

From: David Docsa [david@liddocsa.com]
Sent: Tuesday, October 22, 2013 4:21 PM
To: Tina M. Becker
Subject: PBW

I would like another term on the board. It is a very gratifying experiences, with the type work I'm very interested in. Thanking you in advance and look forward to another appointment. Sincerely yours, David L Docsa, P.E.



Tina M. Becker

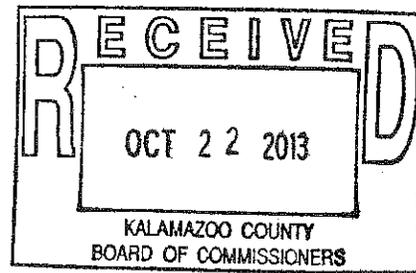
From: Karen Ferndale [karenwagner1@live.com]
Sent: Tuesday, October 22, 2013 7:28 PM
To: Tina M. Becker
Subject: Kalamazoo County Board of Public Works - Board position.

Dear Tina Becker:

Please let this email serve as my request to continue as a member of the Board of Public works.

Thank you,

Douglas C. Wagner, PE., MPA.



Tina M. Becker

From: Lotta M. Jarnefelt
Sent: Friday, November 15, 2013 10:21 AM
To: Tina M. Becker
Subject: FW: BPW
Attachments: BPW-Attendance.xls

Hi Tina,

This is all I sent you from staff's (me) perspective (see email below 11/01/2013). I recommend keeping all three.

As far as the Board's recommendation – I believe this should come from the County Board representative (Brandt Iden). He has attended only a few meetings (as mentioned we have not had any projects), so he may refer back to me or Chair Jim Cripps for input, email jcripps@crippfontaine.com

Thank you,
Lotta

Hi Lotta ~ I am preparing a memo to the Board Appointments Committee to request reappointment of Doug Wagner, Stephen Zimmerman and David Dosco. I have all their letters of interest to serve another term and their attendance record. Did you prepare something with the boards recommendation for them to serve another term? If so, I can't seem to locate it ??? If you could send me another copy that would be awesome! Thank you ~

From: Lotta M. Jarnefelt
Sent: Friday, November 01, 2013 11:47 AM
To: Tina M. Becker
Subject: BPW

Hello Tina,

I have heard from Steve Zimmerman and David Docsa that they want to continue on BPW, and that they sent you and email about it. I have not heard from Douglas Warner – did you get anything from him saying he wants to continue?

From Staff's perspective, I recommend keeping all three for another term. I value their experience and expertise. The BPW only meets as needed, but has to meet once a year in January. The last few years we have not had any new projects, and we have met very infrequently.

Attached the attendance records. Mr. Zimmerman missed last January's meeting, but he was excused.

Thank you,

Lotta Jarnefelt
Director
Department of Planning and Community Development
Kalamazoo County
201 W Kalamazoo Ave
Kalamazoo MI 49007
Phone (269) 384-8115
Fax (269) 383-8920

Tina M. Becker

From: Lotta M. Jarnefelt
Sent: Friday, November 08, 2013 10:00 AM
To: Tina M. Becker
Subject: FW: Board of Public Works

Tina,

Didn't you get this email? Maybe he spelled your email wrong.

He is interested in continuing on BPW.

Lotta

From: Steve D. Zimmerman [<mailto:szimmerman@miller-davis.com>]
Sent: Friday, November 01, 2013 11:59 AM
To: Tina M. Becker
Cc: Lotta M. Jarnefelt
Subject: Board of Public Works

Good morning Tina –

I understand that my term of service on the Board of Public Works is due to end shortly. I am writing you to express my interest in renewing my service for another term. Please let me know if there is anything I need to do to facilitate this.

Thank you,

miller-davis company
Steve Zimmerman, LEED AP
Chief Estimator
T 269.345.3561 x226
F 269.345.1372



1029 Portage Street | Kalamazoo, MI 49001 | miller-davis.com

BPW Members	1/8/2010	9/10/2010	1/11/2011	6/10/2011	1/6/2012	3/9/2012	4/13/2012	1/4/2013	Totals	Percent pre
Jim Cripps	1	1	1	1	1	1	1	1	8	100.00
Pat Crowley	0	1	1	1	1	1	1	1	7	87.50
David Docsa	1	1	1	1	1	0	0	1	6	75.00
Joanna Johnson	1	1	0	0	1	1	1	1	6	75.00
Lowell Seyburn	1	0	1	0	1	0	1	1	5	62.50
Doug Wagner	1	0	1	0	1	1	1	1	6	75.00
Stephen Zimmermerman	NA	NA	NA	NA	NA	NA	1	0	2	66.67
Troy Hudson	NA	NA	NA	NA	NA	NA	NA	1	1	100.00
Brandt Iden										

not yet appointed

Dennis Madison	1	1	0	0	0	0	0	0	DECEASED
Nasim Ansari	NA	NA	0	0	RESIGNED				
John Taylor	0	0	0	RESIGNED					
Roger Stempky	1	0	0	RESIGNED					
Jack Urban	NA	NA	NA	0	0	0	1	1	

1 = present

0 = absent

Tina M. Becker

From: Brandt Iden [brandt.iden12@gmail.com]
Sent: Friday, November 15, 2013 12:39 PM
To: Tina M. Becker
Subject: Re: Board of Public Works

Sounds good to me.

Brandt

Sent from my iPhone

On Nov 15, 2013, at 10:28 AM, "Tina M. Becker" <tmbeck@kalamazoo.com> wrote:

Good morning Commissioner ~ The terms of Douglas Wagner, Stephen Zimmerman and David Dosco expire 12/31/13. Since you are the board liaison what is your recommendation on behalf of the board to have them reappointed? Lotta sent me her recommendation for their reappointment.

<image001.gif>

Tina M. Becker
Administration Services
Kalamazoo County Government
201 W Kalamazoo Ave
Kalamazoo MI 49007
269.383.8849
269.384.8032 (FAX)
tmbeck@kalamazoo.com

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Tina M. Becker

From: Susan Brodasky [sbrodasky@hotmail.com]
Sent: Friday, November 15, 2013 4:15 PM
To: Tina M. Becker
Subject: FW: Animal Services

From: sjlawr@kalcouny.com
To: sbrodasky@hotmail.com
Subject: FW: Animal Services
Date: Fri, 8 Nov 2013 15:00:45 +0000

Sue,
Can you provide this to Tina if you are still interested? The attendance should be easy....100%!! ;)
Steve

From: Tina M. Becker
Sent: Friday, November 08, 2013 9:29 AM
To: Steve J. Lawrence
Cc: 'Sue Brodasky'
Subject: Animal Services

Just an FYI that Sue Brodasky's term expires 12/31/13. I will need a letter of interest to continue serving if so desired, some type of communication from you on behalf of the board to have her serve another term and lastly, her attendance records for this term she's been serving.



Tina M. Becker
Administration Services
Kalamazoo County Government
201 W Kalamazoo Ave
Kalamazoo MI 49007
269.383.8849
269.384.8032 (FAX)
tmbeck@kalcouny.com

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Tina M. Becker

From: Sue Brodasky [sue.brodasky@wmich.edu]
Sent: Friday, November 15, 2013 3:51 PM
To: Tina M. Becker
Subject: Re: Animal Services Board

Yes, I will serve again and Steve sent me a message supporting that.

Thank you, Sue B.

From: "Tina M. Becker" <tmbeck@kalamazoo.com>
To: "Sue Brodasky" <sue.brodasky@wmich.edu>
Sent: Friday, November 15, 2013 3:45:40 PM
Subject: Animal Services Board

Hi Sue, I have not heard back from you indicating you would like to serve another term on the Animal Services Board. With your term ending the end of this year, I need to know asap please if you would like to continue? Please let me know either way so I may proceed. Thank you ~



Tina M. Becker
Administration Services
Kalamazoo County Government
201 W Kalamazoo Ave
Kalamazoo MI 49007
269.383.8849
269.384.8032 (FAX)
tmbeck@kalamazoo.com

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Tina M. Becker

From: Lisa M. Conley
Sent: Monday, November 11, 2013 9:04 AM
To: Tina M. Becker
Cc: David M. Rachowicz
Subject: FW: Parks Commission

Good Morning Tina,

Here is an email from Toni Thompson asking to serve another term on the Parks Commission.

Dave will send you the other information requested.

Thanks,
Lisa

From: TONI THOMPSON [<mailto:tjthompson000@ameritech.net>]
Sent: Friday, November 08, 2013 8:46 PM
To: Lisa M. Conley
Subject: Re: Parks Commission

I guess I didn't understand the term limits. I would like to continue on the Parks Commission. I can't believe that it has been over a year already for I feel that I am just getting my feet wet.

If this is enough let me know but if a letter format is required please let me know and I will put something together.

Toni

From: Lisa M. Conley <lmconl@kalcounty.com>
To: Toni Thompson <tjthompson000@ameritech.net>
Sent: Friday, November 8, 2013 12:29 PM
Subject: Parks Commission

Hi Toni,

It has come to my attention that your Parks Commission term is about to expire on 12/31/2013. Hopefully, you have given some thought as to if you would like to return for another term.

If you would like to continue serving another term, a letter of interest is required (an email works just fine) to be sent to me as soon as possible.

Of course, if you will not be returning, I'll need to know that too! Thanks for all of your time and effort you put forth for our beautiful Parks & Trails!

Lisa



PARKS AND FAIRGROUND

2900 LAKE STREET • KALAMAZOO, MI 49048

PHONE: (269) 383-8778 • FAX (269) 383-8724

www.kalcounty.com/parks

TO: Tina Becker, Board Office
FROM: David Rachowicz
DATE: 11/11/2013
SUBJECT: Park Commission Appointment – Toni Thompson

Toni Thompson's term on the Park Commission expires at the end of this year. Ms. Thompson would like to continue to serve on the Park Commission and her email requesting reappointment has been sent to you. Toni has served on the Park Commission since November 2012.

Since her appointment, Ms. Thompson has attended 100% of the meetings. She is a valuable, contributing member to the Park Commission and I encourage the County Commission to appoint her for another three year term. Please do not hesitate to contact me if you have any questions.

Tina M. Becker

From: Lisa M. Conley
Sent: Monday, November 11, 2013 9:06 AM
To: Tina M. Becker
Cc: David M. Rachowicz
Subject: FW: Park Commission

Tina - here is Marion Hill's request to serve another term.

Thanks,
Lisa

From: Marion Hill [<mailto:marionh13@sbcglobal.net>]
Sent: Friday, November 08, 2013 6:11 PM
To: Lisa M. Conley
Subject: Re: Park Commission

I would like to continue on the Parks Commission.

Do i need to send a separate email as a Letter of Interest, or is this sufficient?

Thank you.

From: Lisa M. Conley <lmconl@kalamazoo.com>
To: 'Marion Hill' <marionh13@sbcglobal.net>
Sent: Friday, November 8, 2013 12:28 PM
Subject: Park Commission

Hi Marion,

It has come to my attention that your Parks Commission term is about to expire on 12/31/2013. Hopefully, you have given some thought as to if you would like to return for another term.

If you would like to continue serving another term, a letter of interest is required (an email works just fine) to be sent to me as soon as possible.

Of course, if you will not be returning, I'll need to know that too! Thanks for all of your time and effort you put forth for our beautiful Parks & Trails!

Lisa

Lisa Conley - Admin. Assistant
Kalamazoo County Parks & Expo Center
2900 Lake Street, Kalamazoo, MI 49048
Ph: 269-383-8776 / Fax: 269-383-8724
lmconl@kalamazoo.com



PARKS AND FAIRGROUND

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www.kalcounty.com/parks

TO: Tina Becker, Board Office
FROM: David Rachowicz
DATE: 11/11/2013
SUBJECT: Park Commission Appointment – Marion Hill

Marion Hill's term on the Park Commission expires at the end of this year. Ms. Hill would like to continue to serve on the Park Commission and her email requesting reappointment has been sent to you. Marion has served on the Park Commission since November 2005.

In the past 12 months, Marion has missed one meeting. She is a valuable, contributing member to the Park Commission and I encourage the County Commission to appoint her for another three year term. Please do not hesitate to contact me if you have any questions.