



**Board of
Commissioners'
Meeting**

March 1, 2016

**NOTICE AND AGENDA FOR
MARCH 1, 2016 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, March 1, 2016, 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. Update from Sheriff Fuller and Prosecuting Attorney Getting
- B. Transit Update
- C. Park Master Plan Presentation

CONSENT AGENDA

Health & Community Services

- D. Request for Approval of Household Hazardous Waste Program Contracts with Multiple Townships and Municipalities
- E. Request for Approval of Amendment #2 to the 2015-2016 Comprehensive Agreement with the Michigan Department of Health & Human Services (MDHHS)
- F. Request for Approval of Lease Agreement with the Douglass Community Association
- G. Request for Approval to Accept Statement of Grant Awards #2016-2 and #2016-3 from the MI Aging & Adult Services Agency
- H. Request for Approval of a Grant Contract with the Susan G. Komen Michigan for Southwest Michigan Breast and Cervical Cancer Control Navigation Program (BCCCNP) Wrap-Around Program
- I. Request for Approval of a Contract with Kalamazoo Public Schools
- J. Request for Approval of a Contract with Housing Resources Inc. (HRI)
- K. Request for Approval of Healthy Babies/Healthy Start Business Agreement with the National Fatherhood Initiative

Parks & Expo Center

- L. Request for Approval of Parks Master Plan
- M. Request for Approval of Funds from the Kalamazoo County Park Endowment Fund
- N. Request for Approval of Funds from the Markin Glen Endowment Fund
- O. Request for Approval of Funds from the Kalamazoo River Valley Trail Endowment Fund

Planning & Community Development

P. Request for Approval of Contract with Kalamazoo Area Transportation Study (KATS)

Sheriff

Q. Request for Approval of Payment for the Purchase of Six (6) Patrol Vehicles

R. Request for Approval of the Distribution of Funds from the 911 Service Fund for Schoolcraft Fire Tower Project (State Funds)

Board of Commissioners

S. Request for Approval of Transfers and Disbursements

T. Request for Approval of the Appointment of Sister Rose Cadaret to the Public Housing Commission

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

FEBRUARY 24, 2016

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



D.-K.

**KALAMAZOO COUNTY
HEALTH AND COMMUNITY SERVICES DEPARTMENT**

Promoting Health For All

DATE: March 1, 2016
TO: County Board of Commissioners
FROM: Gillian A. Stoltman, Ph.D, M.P.H, Director/Health Officer
RE: **ITEMS FOR YOUR CONSIDERATION**

**A. APPROVAL OF HOUSEHOLD HAZARDOUS WASTE PROGRAM
CONTRACTS WITH MULTIPLE TOWNSHIPS AND MUNICIPALITIES**

ACTION REQUIRED

HCS Administration requests Board approval of the following contracts between the county governmental units listed below (both in and out-of-county units) and Kalamazoo County Health and Community Services Department for the Household Hazardous Waste Program. These contracts are for the period of January 1, 2016 to December 31, 2016 and establish each unit's funding for fiscal year 2016.

GOVERNMENTAL UNITS AND FUNDING

1. Climax Township \$ 800
2. Climax, Village of \$ 400

DESCRIPTION OF SUBJECT

The County will provide collection services to each unit's residents at the Household Hazardous Waste Center as long as that unit has funds on account with the County to cover the costs of their citizen's utilization of the service. These contracts adhere to the Household Hazardous Waste fees for FY16 that were approved by the Board on November 17, 2015 for the purpose of supporting Household Hazardous Waste program operations, including ten (10) Saturdays throughout the fiscal year.

RELATIONSHIP TO GOALS

These contracts will allow the collection of household hazardous waste in 2016 from each unit's residents and will allow removal of household hazardous waste from the waste stream, thus preventing environmental contamination problems. This program is consistent with the HCS's goal to improve the quality and safety of the physical environment for Kalamazoo County residents.

FUNDING SOURCE

Funding amounts for each governmental unit are listed above. Each of the in-county amendments includes a specific amount for operational expenses, which is

based upon a cost-sharing formula. Both in-county and out-county are charged based on actual participation by individual households. Out-of-county municipalities are charged for actual participation plus a \$34.00 service fee per household. If the funds for a unit are exhausted before the contract period ends, that unit's residents will not receive collection services unless more funds are transferred to the County.

PERSONNEL

There are no new personnel associated with this item.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Vern Johnson, Environmental Health Division Manager, at 373-5356 / vljohn@kalcounty.com or Lynne Norman, Deputy Director – Health Services, at 373-5237 / ldnorm@kalcounty.com

B. APPROVAL OF AMENDMENT #2 TO THE 2015/2016 COMPREHENSIVE AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH & HUMAN SERVICES

ACTION REQUESTED

HCS Administration requests Board approval of amendment #2 to the FY 2015/2016 Comprehensive Agreement with the Michigan Department of Health & Human Services (MDHHS) for the period of October 1, 2015 to September 30, 2016 in an amount of \$3,733,274.

DESCRIPTION OF SUBJECT

The Comprehensive Agreement is the contracting mechanism whereby funding is provided for the delivery of public health services in accordance with minimum program requirements and applicable federal, state and local laws and regulations. The purpose of amendment #2 is to increase Public Health Emergency Preparedness (PHEP) 10/1/15 – 6/30/16 funding in the amount of \$10,225.

RELATIONSHIP TO GOALS

The funding provided through the Comprehensive Agreement is relative to all Health and Community Services Department goals.

FUNDING SOURCE

The \$3,733,274 funding level is comprised of a combination of Federal and State funds contracted via the Michigan Department of Health & Human Services.

PERSONNEL

No new personnel are required as a result of this request.

ISSUES/CONCERNS

If you have any questions, please contact Ryan Post, Deputy Director – Financial Management & Administration, at 373-5254 or rjpost@kalcounty.com or Gillian Stoltman, Director/Health Officer, at 373-5260 or gastol@kalcounty.com.

C. APPROVAL OF LEASE AGREEMENT BETWEEN HEALTH & COMMUNITY SERVICES AND THE DOUGLASS COMMUNITY ASSOCIATION

ACTION REQUESTED

HCS Administration requests Board approval of a Lease Agreement between Kalamazoo County and Douglass Community Association for the provision of office space to conduct community programs and health services for the HCS Department. This agreement will begin March 1, 2016 and will automatically renew for consecutive one year periods.

DESCRIPTION OF SUBJECT

This agreement will allow for increased partnership between HCS and the Douglass Community Association to continue making community programs and health services more readily accessible to more residents of the Kalamazoo County Community. HCS will be leasing three offices and an adjoining waiting room for the following HCS programs and services including but not limited to STD Testing, HIV Counseling and Testing, Immunization Clinics, WIC visits, and emergency assistance resources through the Community Action Agency. By consistently having staff available on the 3rd Wednesday of every month the department will increase its ability to protect the health of Kalamazoo County residents and promote more preventative health and self-sufficiency support services.

RELATIONSHIP TO GOALS

HCS has a goal to improve the overall health of the community by reducing preventable disease and deaths. This partnership will continue to support and foster this goal.

FUNDING SOURCE

No County funds are required as a result of this action. Funding for this agreement comes from the Comprehensive Agreement from the Michigan Department of Health and Human Services. HCS will compensate the Douglass Community Association on

a monthly basis in the amount of \$720 for the lease of three offices and one waiting room.

PERSONNEL

There are no new personnel required as a result of this action.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Lynne Norman, Deputy Director – Health Services, at 373-5237 or ldnorm@kalamazoo.com

D. ACCEPTANCE OF STATEMENT OF GRANT AWARDS #2016-2 & #2016-3, FROM THE MI AGING & ADULT SERVICES AGENCY 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 from the MI Aging & Adult Services Agency (AASA) in the amount of \$1,209,568 for the period of October 1, 2015 through September 30, 2016. The initial grant award was approved by the Board on November 4, 2015.

DESCRIPTION OF SUBJECT

Statement of grant awards #2 & #3 is continued funding for the AAIIIA FY16. Additional State and Federal funding for the full fiscal year is expected to be received in additional 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 Aging & Adult Services Agency.

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 / jasiva@kalcounty.com

E. APPROVAL OF A GRANT CONTRACT WITH SUSAN G. KOMEN MICHIGAN FOR SOUTHWEST MICHIGAN BCCCNP (BREAST AND CERVICAL CANCER CONTROL NAVIGATION PROGRAM) WRAP-AROUND PROGRAM

ACTION REQUESTED

HCS Administration requests the Board approval of Grant Contract with Susan G. Komen Michigan for BCCCNP Wrap Around Program. The grant award is \$21,400 for the period of April 1, 2016 through March 31, 2017.

DESCRIPTION OF SUBJECT

HCS's BCCCN program will provide breast screening and follow-up diagnostic services for new participants who are not currently enrolled in HCS's BCCCNP caseload. HCS will coordinate care and provide these participants with services such as Clinical Breast Exams, mammograms, follow-up radiology, surgeon consultations and breast biopsies. The targeted audience will be women under age 40 as well as extending to men in need of these same services.

RELATIONSHIP TO GOALS

HCS works to improve the overall health of the community by reducing preventable disabilities and deaths. Deaths from breast cancer are preventable, and this program assists underserved women and men in obtaining early diagnosis of breast cancer.

FUNDING SOURCE

No County funds are required as a result of this action.

PERSONNEL

Acceptance of this grant award does not require any new personnel.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Lynn Jones, BCCCNP Program Coordinator at 373-5383 or at lajone@kalamazoo.org.

F. APPROVAL OF CONTRACT BETWEEN HEALTH AND COMMUNITY SERVICES COMMUNITY ACTION AGENCY AND KALAMAZOO PUBLIC SCHOOLS FOR DELIVERY OF FINANCIAL ASSISTANCE FOR NORTHEASTERN ELEMENTARY SCHOOL FOURTH GRADE INTEGRATED EDUCATION PROGRAM

ACTION REQUESTED

HCS Administration requests Board approval of a contract with Kalamazoo Public Schools (KPS) to provide financial assistance for fourth graders at Northeastern Elementary School to attend Sherman Lake YMCA camp in Augusta, MI. Total contract amount is \$5,900. The Agreement is effective March 1, 2016 and ends May 31, 2016.

DESCRIPTION OF SUBJECT

The CAA will provide funding for an innovative program for students at Northeastern Elementary School. KPS's Northeastern Elementary School is piloting the Integrated Education (IE) curricula, a progressive character based program for students and teachers. IE is designed to combine goals from the school known as "PRIDE" (Personal responsibility, Respect, Integrity, Dependability, Excellence in education) with the tenants of the Sherman Lake YMCA (Honesty, Caring, Respect and Responsibility). IE is delivered in an outdoor based, experiential manner involving parents, teachers and camp staff.

RELATIONSHIP TO GOALS

The Health and Community Services Department has defined the overall goal for the Community Action Agency as improvement of life conditions of the families served. These funds will assist low-income families by paying the camp fee for the children.

FUNDING SOURCE

There are no County funds associated with this action. The funding represents allocations from the federal Community Services Block Grant (CSBG) program.

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 Charlotte J. Smith, CAA Manager, at 373-5052 / cjsmit@kalcounty.com or Gillian Stoltman, Director/Health Officer, at 373-5260 / gastol@kalcounty.com

G. APPROVAL OF CONTRACT BETWEEN KALAMAZOO COUNTY HEALTH AND COMMUNITY SERVICES/ COMMUNITY ACTION AGENCY AND HOUSING RESOURCES INC. FOR DELIVERY OF FINANCIAL ASSISTANCE RESOLVING HOUSING EMERGENCIES

ACTION REQUESTED

HCS Administration requests Board approval of a contract with Housing Resources Inc. (HRI) for provision of financial assistance to eligible Kalamazoo County residents in need of assistance to resolve housing emergencies on behalf of the Community Action Agency (CAA). Total contract amount is \$60,000. The Agreement is effective March 1, 2016 through September 30, 2016.

DESCRIPTION OF SUBJECT

HRI will be responsible for completing an evaluation and assessment of individuals and families with a housing crisis in order to determine eligibility for assistance through the funds designated through this agreement. HRI will then invoice the CAA for reimbursement of financial assistance awarded to these individuals and families that meet their housing needs. The Community Action Agency will complete prescreening and will refer clients in need of emergency rental assistance to HRI; CAA will also be responsible for completing a final review of all client files to ensure that all individuals and families granted awards are eligible in a manner consistent with all Community Service Block Grant policies and requirements.

RELATIONSHIP TO GOALS

The Health and Community Services Department has defined the overall goal of the Community Action Agency as improvement of the life conditions of the families served. These funds will assist low-income families with rent payments and other resources in an effort to maintain families in their homes.

FUNDING SOURCE

There are no County funds associated with this action. The funding represents allocations from the federal Community Services Block Grant (CSBG) program.

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 Charlotte J. Smith, CAA Manager, at 373-5052 / cjsmit@kalcounty.com or Gillian Stoltman, Director/Health Officer, at 373-5260 / gastol@kalcounty.com

H. APPROVAL OF A HEALTHY BABIES/HEALTHY START BUSINESS AGREEMENT WITH THE NATIONAL FATHERHOOD INITIATIVE

ACTION REQUESTED

HCS Administration requests Board approval of an Agreement between Kalamazoo County and the National Fatherhood Initiative for the purpose of strategic planning support in the Healthy Babies Healthy Start program as it relates to eliminating barriers and burdens that lead to infant mortality in our community. This agreement will cover a 6-hour training day during the period of March 1, 2016 to March 31, 2016.

DESCRIPTION OF SUBJECT

The Healthy Babies/Healthy Start Program is in the 2nd year of a five-year grant cycle to continue the collaborative effort toward reduction of the infant mortality rate in Kalamazoo County by focusing on those geographic areas with the highest concentration of infant and fetal deaths. This contract with the National Fatherhood Initiative will provide strategic planning guidance and support specifically in the engagement of fathers in the community and in their children's lives. The National Fatherhood Initiative will provide an on-site 6-hour training for Healthy Babies Healthy Start Staff and other community members and partners who are actively working to engage fathers in the Kalamazoo County community.

RELATIONSHIP TO GOALS

HCS has a goal to improve the overall health of the community by reducing preventable deaths. The Healthy Babies/Healthy Start Program works to reduce the fetal and infant deaths in Kalamazoo County.

FUNDING SOURCE

No County funds are required as a result of this action. Funding source for these amendments comes from the Healthy Start Initiative through the U.S. Department of

Health and Human Services. The total cost for strategic planning support is \$6,499 and includes preparation for the training session, facilitation of a 6-hour training and strategic planning session, planning materials, and all related travel expenses for the facilitator.

PERSONNEL

There are no new personnel required as a result of this action.

PROCUREMENT

There is no procurement associated with this request as the National Fatherhood Initiative is a sole source vendor in their experience and knowledge of engaging and working with fathers in a community to the result of reducing fetal and infant deaths in a community.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Deb Lenz, Maternal Child Health Manager at 373-5024 or dllenz@kalcounty.com

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: March 1, 2016

DEPARTMENT: Parks & Expo Center

PREPARED BY: David Rachowicz

SUBJECT: Kalamazoo County Park & Recreation Master Plan 2016-2020

SPECIFIC ACTION REQUESTED:

Approve a resolution adopting the Kalamazoo County Park & Recreation Master Plan

DESCRIPTION OF ACTION (dollar amount, purpose):

At the February 2, Board of Commissioners Committee of the Whole Meeting, I presented the draft of the Kalamazoo County Park & Recreation Master Plan 2016-2020. On February 25, 2016 the Park Commission will be holding a special meeting that includes a public hearing. The Park Commission will also approve the plan at this meeting. The final step in the planning process is approval of a resolution adopting the plan by the County Board of Commissioners.

At this time, there are no significant changes expected to the draft plan. Based on feedback from the Commission we have incorporated goals and steps to increase efforts on obtaining input from all segments of Kalamazoo County during all future master planning efforts. This will include site plans for specific parks that will be developed within the next five years.

After the County Commission and Park Commission approve the plan, we will provide a final copy to each Commissioner.

TIME FRAME OF ACTION:

The plan covers a five year period of 2016-2020.

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

No funding is necessary for approval of the plan. The plan does include a Capital Improvement schedule with potential funding for projects. Having an adopted plan will make Kalamazoo County eligible to receive MDNR Trust Fund and Land and Water Conservation Fund Grants.

PERSONNEL IF REQUIRED: NA

NEW OR RENEWAL: New

ANY OTHER PERTINENT INFORMATION:

PROCUREMENT INFORMATION:

The entire planning process was completed in-house by Kalamazoo County Park employees.

CONTACT PERSON WITH PHONE NUMBER:

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

BOARD AGENDA REQUEST FORM**PROPOSED FOR BOARD MEETING OF: March 1, 2016****DEPARTMENT: Parks & Expo Center****PREPARED BY: David Rachowicz****SUBJECT: Kalamazoo County Park Endowment Fund Request****SPECIFIC ACTION REQUESTED:**

Approve requesting \$8,673.94 from the Kalamazoo County Park Endowment Fund for a portion of the maintenance, operation, and programming of the Kalamazoo River Valley Trail and as partial funding for a new playground at Scotts Mill County Park.

DESCRIPTION OF ACTION (dollar amount, purpose):

The Kalamazoo County Park Endowment Fund is held by the Kalamazoo Community Foundation. It is funded by private donations and by the Parks Foundation of Kalamazoo County. Requests for funding must be approved by the County Board of Commissioners and the County Park Commission. As of 12/31/2015 there was \$96,711.03. Per the original budget approved by the County Board, \$5,000 is needed at this time to pay for 2015 operating and programming expenses related to the Kalamazoo River Valley Trail and \$3,673.94 was used to partially fund a new playground for Scotts Mill County Park. The total playground cost was \$7,873.94 and the project was funded with \$4,200 from the CIP budget and \$3,673.94 from the endowment.

TIME FRAME OF ACTION:

This is to pay for 2015 budgeted expenses of the KRV Trail and for a new playground at Scotts Mill County Park that will be installed spring of 2016.

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)

NA

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:

This request was approved by the Park Commission on February 4, 2015.

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:

David Rachowicz, 383-8787, dmrach@kalcounty.com

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: March 1, 2016

DEPARTMENT: Parks & Expo Center

PREPARED BY: David Rachowicz

SUBJECT: Markin Glen County Park Endowment Fund Request

SPECIFIC ACTION REQUESTED:

Approve requesting \$17,744.41 from the Markin Glen Endowment Fund for the 2015 operating expenses of Markin Glen County Park.

DESCRIPTION OF ACTION (dollar amount, purpose):

The Markin Glen Endowment Fund is held by the Kalamazoo Community Foundation. It is funded by private donations and by the Parks Foundation of Kalamazoo County. Requests for funding must be approved by the County Board of Commissioners and the County Park Commission. As of 12/31/2015 there was \$997,989.27 in the Markin Glen Endowment Fund. \$17,744.41 is needed for 2015 Markin Glen County Park Operations.

TIME FRAME OF ACTION:

This is to pay for 2015 operating expenses of Markin Glen County Park that are not paid for by Markin Glen operating revenue.

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

100% paid from the Markin Glen endowed funds.

PERSONNEL IF REQUIRED:

NA

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:

This request was approved by the Park Commission on February 4, 2016.

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:

David Rachowicz, 383-8787, dmrach@kalcounty.com

BOARD AGENDA REQUEST FORM**PROPOSED FOR BOARD MEETING OF: March 1, 2016****DEPARTMENT: Parks & Expo Center****PREPARED BY: David Rachowicz****SUBJECT: Kalamazoo River Valley Trail Endowment Fund Request****SPECIFIC ACTION REQUESTED:**

Approve requesting \$75,146.24 from the Kalamazoo River Valley Trail Endowment Fund for the maintenance, operation, and programming of the Kalamazoo River Valley Trail.

DESCRIPTION OF ACTION (dollar amount, purpose):

The Kalamazoo River Valley Trail Endowment Fund is held by the Kalamazoo Community Foundation. It is funded by private donations and by the Parks Foundation of Kalamazoo County. Requests for funding must be approved by the County Board of Commissioners and the County Park Commission. As of 12/31/2015 there was \$1,272,396.27. Per the original budget approved by the County Board, \$75,146.24 is needed at this time to pay for 2015 operating and programming expenses related to the Kalamazoo River Valley Trail. The purpose of the fund is to pay for the operating and maintenance expenses of the Kalamazoo River Valley Trail.

TIME FRAME OF ACTION:

This is to pay for 2015 budgeted expenses of the KRV Trail.

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)

NA

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:

This request was approved by the Park Commission on February 4, 2015.

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:

David Rachowicz, 383-8787, dmrrach@kalamazoo.org

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: March 1, 2016 BOC (Consent agenda)

DEPARTMENT: Planning and Community Development

PREPARED BY: Lotta Jarnefelt, Director

SUBJECT: KATS (Kalamazoo Area Transportation Study) In-kind Contribution for KATS FY 2017 (Oct 2016-Sept 2017) Unified Planning Work Program

SPECIFIC ACTION REQUESTED:

Approval of Assurances in support of in-kind contributions for KATS

DESCRIPTION OF ACTION (dollar amount, purpose):

KATS staff must satisfy federal and state requirements in the planning process in order to remain certified. Being certified allows federal transportation funding to come to Kalamazoo County for use by local county road and public transit agencies. KATS office operations are paid through Federal Highway Administration and Federal Transit Administration planning dollars.

The Assurance is provided in support of KATS's request to use in-kind contributions as match to their legislated funding. In the past, the Department of Planning and Community Development has reported to KATS the number of hours devoted to planning that relate to KATS's function, and KATS has counted the value of these hours as an in-kind contribution and a part of their match for funding.

In the KATS FY 2017, the in-kind contribution from the Department of Planning and Community development is estimated at \$6,000. If, for some reason, the Department does not meet this match, and other agency/municipalities also fall short of their match, there is a potential for KATS invoicing the difference of the pledged contribution and the realized contribution. The likelihood of this happening is very slim, but since there is a potential of a contractual expense of more than \$1,000, Board approval for the Assurance is hereby requested.

TIME FRAME OF ACTION:

KATS FY 2017 (Oct 2016-Sept 2017)

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

In the unlikely event that in-kind contributions fall short of the \$6,000 value, the difference would be taken from the Planning Department budget (Acct nr 101-801-)

PERSONNEL IF REQUIRED:

NA

NEW OR RENEWAL:

Renewal of agreement 03/03/2015

ANY OTHER PERTINENT INFORMATION:

The total amount of estimated third party in-kind contributions for the KATS FY 2017 Unified Planning Work program:

Kalamazoo County Road Commission	\$22,000
Van Buren County Road Commission	\$10,000
City of Kalamazoo	\$22,000
City of Portage	\$22,000
Kalamazoo County (Planning Department)	\$ 6,000
Western Michigan University	\$ 6,000
Comstock Township	\$ 2,000
Kalamazoo Township	\$ 2,000
Oshtemo Township	\$ 2,000
Texas Township	\$ 2,000
City of Galesburg	\$ 1,200
City of Parchment	\$ 1,200
Village of Augusta	\$ 1,200
Village of Climax	\$ 1,200
Village of Lawton	\$ 1,200
Village of Mattawan	\$ 1,200
Village of Paw Paw	\$ 1,200
Village of Richland	\$ 1,200
Village of Schoolcraft	\$ 1,200
Village of Vicksburg	\$ 1,200
Van Buren County	\$ 500
Alamo Township	\$ 100
Almena Township	\$ 100
Antwerp Township	\$ 100
Brady Township	\$ 100
Charleston Township	\$ 100
Climax Township	\$ 100
Cooper Township	\$ 100
Pavilion Township	\$ 100
Paw Paw Township	\$ 100
Prairie Ronde Township	\$ 100
Richland Township	\$ 100
Ross Township	\$ 100
Schoolcraft Township	\$ 100
Wakeshma Township	\$ 100
Waverly Township	\$ 100
Estimated FY 2017 Contributions Total	\$110,000

PROCUREMENT INFORMATION:

NA

CONTACT PERSON WITH PHONE NUMBER:

Lotta Jarnefelt, ph. 384-8115 or LMJARN@kalcounty.com

9.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: Tuesday, March 1, 2016

DEPARTMENT: Sheriff's Department

PREPARED BY: Terra Mickolatcher, Financial Administrator

SUBJECT: Advance approval for payment of Patrol Vehicles purchased under Macomb County/State of Michigan Contract

SPECIFIC ACTION REQUESTED: The Sheriff's Department requests the County Board of Commissioners authorization for the Finance Director to approve the payment to Signature Ford for the purchase of six (6) patrol vehicles purchased using the negotiated pricing under a Macomb County/State of Michigan pricing contract.

DESCRIPTION OF ACTION (dollar amount, purpose): The vehicle price is \$29,008 each and the purchase order is for six (6) vehicles with a total price of \$174,048. The payment terms negotiated under this contract requires payment upon delivery with a 10 day grace period and includes an \$8.00 per day floor plan fee.

TIME FRAME OF ACTION: Approval of payment will not be given until there has been complete acceptance of vehicle ordered.

FUNDING SOURCE IF REQUIRED (Federal, State, or Local): The 2016 Budget contains the funding for these vehicles under Tier 1a Capital purchases in the General Fund and the Law Enforcement Fund.

PERSONNEL IF REQUIRED:

N/A

NEW OR RENEWAL OR AMENDMENT:

N/A

ANY OTHER PERTINENT INFORMATION:

PROCUREMENT INFORMATION:

During a price comparison, the previous model is no longer offered and at that time—Signature Ford had the best prices. Signature Ford remains an excellent source of a long-standing relationship between the County and the dealership. The dealership provides option packages that fit our unique needs with customer service superior to others in the marketplace.

CONTACT PERSON WITH PHONE NUMBER: Terra Mickolatcher (269) 383-8763

R.

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: March 1, 2016

DEPARTMENT: Sheriff's Office

PREPARED BY: Paul Matyas, Undersheriff

SUBJECT: Approve 911 Funds to complete Schoolcraft Fire Tower Project

SPECIFIC ACTION REQUESTED:

Approval to use \$13,696.00 from the 911 Service Fund to complete the Schoolcraft Fire Tower Project. The South County Fire Authority will reimburse the Fund a little over half of the cost, or \$7,000.00 upon completion.

DESCRIPTION OF ACTION (dollar amount, purpose):

The Fund 261 – 911 Service Fund will be used to pay the entire \$13,696.00 cost but the South County Fire Authority will reimburse the Fund a little over half, or \$7,000.00. This will complete the project and ensure dispatch coverage for most of the southern townships.

TIME FRAME OF ACTION:

Immediately

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

Fund 261 – 911 Service Fund

PERSONNEL IF REQUIRED:

NA

NEW OR RENEWAL OR AMENDMENT:

This is an additional cost to the project originally approved by the Board on 12-4-2014 and 6-2-2015.

ANY OTHER PERTINENT INFORMATION:

Additional cost is the result of unexpected communication companies high charges for connectivity of the tower antenna with the Dispatch Center. The most economical route is to place YAGI (high directional) antennae at both Schoolcraft water tower and the dispatch center tower along with a repeater (signal booster) at Schoolcraft site.

PROCUREMENT INFORMATION:

This project originally began because the fire dispatch signal is weak in the southern townships, especially the southwest area. The Lemon Park fire tower antenna is very fragile and unreliable. The addition of a fire antenna on the Schoolcraft water tower enhances the dispatching signal capability and serves as an alternative site for when Lemon Park goes down.

CONTACT PERSON WITH PHONE NUMBER: Paul Matyas, Undersheriff 385-6176

Brady Township

Randy Smith - Supervisor
Tracy Locey - Clerk
Malia Allgaier - Treasurer
Lee Philport - Trustee
Michelle Crawford - Trustee



13123 S. 24th Street
P.O. Box 20
Vicksburg, MI 49097
(269) 649-1813
(269) 649-4309 fax
www.bradytwp.org

Paul Matyas,

The Governing Board of the South Kalamazoo County Fire Authority (SKCFA) met last night (February 17, 2016) and approved an expenditure of \$7,000 to assist in the installation of the new communications antenna in the Village of Schoolcraft. The SKCFA Board is very appreciative of the efforts/support from the Sheriff's Department in completing this upgrade to the communications network in South Kalamazoo County.

If there is any further information needed from SKCFA with regards to this matter, please feel free to contact me – And again, thank you.

A handwritten signature in cursive script, appearing to read "Randy Smith", written over a horizontal line.

Randy Smith – South Kalamazoo County Fire Authority Chairman

bradysupervisor@comcast.net

(269) 649-1813



T.

ADMINISTRATIVE SERVICES MEMORANDUM

TO: Board of Commissioners

FROM: Tina Becker

DATE: February 4, 2016

SUBJECT: Public Housing Commission

Sister Rose Cadaret currently serves on the Public Housing Commission with a term that will expire 2/29/16. She is seeking reappointment for another 5 year term that would expire 2/28/21. Within this last term, Sister Rose has had a 100% attendance record. She has served on the Public Housing Commission since March 2002. An interview is scheduled for February 16 at the next Committee of the Whole meeting at 4:00 p.m.