

MINUTES

KALAMAZOO COUNTY BOARD OF COMMISSIONERS COMMITTEE OF THE WHOLE

JUNE 7, 2016

PLACE: Room 207A, County Administration Building

TIME: 4:00 p.m. – 6:05 p.m.

MEMBERS PRESENT: Commissioners John Gisler, Jeff Heppler, Scott McGraw, Stephanie Moore, Larry Provancher, Julie Rogers, Michael Seals, Dale Shugars, John Taylor, Roger Tuinier and Kevin Wordelman

MEMBERS ABSENT: None

OTHERS PRESENT: Tracie Moored, John Faul, Thom Canny, Lisa Bradshaw, Kristine Cunningham, Charlotte Smith, Ryan Post, Lynne Norman, Rachel Grover, Judge Curtis Bell, Amber Leverette, Paul Matyas, Mary Balkema, Tim Snow, Dina Sutton

Chairman Taylor convened the Committee of the Whole at 4:00 p.m.

1. Review of Transfers and Disbursements

Ms. Tracie Moored, Finance Director stated claims for June 7, 2016 totaled \$1,861,355.06. She indicated there were releases of funds for Community Mental Health & Substance Abuse Services as well as the Public Housing Commission. She stated there was a budget line item transfer for Human Resources.

Ms. Moored indicated the Budget Policies had been placed in the Commissioner's mailboxes for their review.

2. Community Action Tripartite Advisory Board Presentation

Ms. Charlotte Smith, Community Action Agency Manager, Deputy Director of Community Services provided an update to the Board on the Community Action Tripartite Advisory Board.

Chairman Taylor thanked Ms. Smith for her excellent work and for getting the Community Action Agency (CAA) back on track.

Commissioner Moore arrived at 4:11 p.m.

Commissioner Rogers inquired about the administrative costs with the CSBG being 22% vs. the 16% cap allowed by the federal government.

Ms. Smith stated the majority of the costs were salaries and fringe for staff.

Commissioner Rogers inquired about the FY2015-2016 overview and Ms. Smith indicated it was the current budget and was broken down by grants/programs.

Discussion ensued.

Commissioner Gisler inquired of Ms. Smith if job sharing or reduction of staff would drop the administrative costs and Ms. Smith stated if staff was cut then those programs would be cut.

Commissioner Gisler inquired about the 2 different weatherization programs and why the costs were significantly different.

Ms. Smith stated the State decided the amount of the grant and how the dollars could be spend; there was a calculation done by the state.

Commissioner Moore stated she would like to have an extensive conversation on the reallocation of funds to the Community Action Agency. She stated the administrative costs were high and the energy assistance funds had ran out for this year. She stated maybe the Board needed to look at its administrative cost allocation for grants and how Administration administered those grants.

Commissioner Wordelman inquired if there had been a trend in the CSBG fund and Ms. Smith indicated it fluctuated \$10,000-\$15,000 each time.

Commissioner Wordelman stated if you looked at the big picture, the 11.85% was staff costs vs. 88.15% grant for programming. He indicated maybe the Board and Administration needed to look at how funding was distributed to the CAA.

Ms. Smith indicated the federal government was changing program guidelines that focused more on a conservative effort to go from being economically unstable to be economically stable and that may mean less people would be served.

Discussion ensued.

Commissioner Moore inquired when the last time the CAA Annual Report had been presented to the Board and Mr. Faul indicated stated it had been awhile; he stated it was included as part of the HCS Annual Report.

Commissioner Seals thanked Ms. Smith for all of her hard work over the last year. He stated at the national level they were providing additional support to their CAA's and he felt the County should provide some additional funding to support its CAA. He stated the County needed to look at a different model.

Discussion ensued.

3. Brownfield Plan for 2425 S. 11th Street, Oshtemo Township

Ms. Rachel Grover, Resources Coordinator reviewed her memo as included in the packet. She indicated at the next Board meeting there would be public hearing on this item and was hopeful for the approval of the plan.

Mr. Joe Agostinelli, BRA Chair asked the Board for their support.

Commissioner Wordelman inquired about how the building was found to be functionally obsolete and Mr. Agostinelli stated Oshtemo Township assessor made that determination and was guided by PA 381.

Commissioner Rogers stated she was supportive of this project.

Discussion ensued.

Chairman Taylor thanked the Brownfield Development Authority for all of their hard work.

4. First Quarter 2016 Finance Report

Ms. Moored reviewed the four month budgetary review as included in the packet.

5. Any other items

Chairman Taylor stated discussion had occurred on the construction manager for the Alcott Property.

Mr. Canny, Corporate Counsel indicated the project would be \$9.6 million construction building with a 10 month construction build. He stated CMS would charge \$615,000 and Walbridge would charge \$648,000.

Commissioner McGraw inquired about the increased cost by CSM and Mr. Canny indicated the new cost included payment for performance bonds.

Chairman Taylor stated the Board asked a lot of Mr. Canny and thanked him for his hard work on this.

Discussion ensued.

Commissioner Wordelman stated he was still comfortable with awarding the contract to Walbridge.

The Board directed Mr. Canny to negotiate a contract with Walbridge.

Mr. Canny stated CSM was not happy with Mr. Canny's discussion and that he would be contacting CSM.

Chairman Taylor stated he would be attending a Dispatch Finance Committee meeting tomorrow and he needed the Board to support him and make the PSAP's accountable and not raise taxes.

Commissioner Tuinier apologized for not being able to attend the last few meetings because he had been dealing with personnel issues.

6. Executive Session

Commissioner Seals moved and it was duly seconded that the Board of Commissioners, functioning as a Committee of the Whole, go into a closed session pursuant to Sections 8 (h) of the Open Meetings Act to consider material exempt from discussion or disclosure by state or federal statute.

The roll call vote was as follows:

Ayes: All members present
Nays: None
Abstains: None
Absent: None

The motion carried.

7. Adjournment – no later than 6 p.m.

There being no further business to come before the Board, Chairman Taylor adjourned the meeting at 6:05 p.m.

John Taylor, Chairman
Kalamazoo County Board of Commissioners