

The seal of the Board of Commissioners of the State of New Jersey is visible in the background. It features a central shield with a plow and a sheaf of wheat, surrounded by the text "BOARD OF COMMISSIONERS OF THE STATE OF NEW JERSEY".

Board of Commissioners' Meeting

July 1, 2014

**NOTICE AND AGENDA FOR
JULY 1, 2014 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, July 1, 2014, 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. Public Comment on Proposed/Draft Tax Increment Financing Plan

CONSENT AGENDA

- B. Request for Approval of 25 Year Resolution Honoring Mary Summers

Buildings & Grounds

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

Health & Community Services

- D. Request for Approval of Amendment #4 to the Sublease Agreement with the Parks Foundation
- E. Request for Approval of an Amendment to Addendum to Letter of Renewal for 2013-2014 Sublease with Kalamazoo Community Mental Health
- F. Request for Approval of Multiple Amendments to Purchase of Service Agreements with Various Providers of Service for Area Agency on Aging
- G. Request for Approval to Accept Grant Award from the Federal Department of Health & Human Services, Health Resources & Services Administration (HRSA) for the Healthy Babies Healthy Start (HBHS) Project
- H. Request for Approval of DBA Technology FACSPRO Software Annual Support Agreement and Business Associate Agreement
- I. Request for Approval of Paid Internship for the Emergency Preparedness Program (grant funded)

Human Resources

- J. Request for Approval of a Memorandum of Understanding with On The Move Kalamazoo

Treasurer

- K. Request for Approval of Resolution to Utilize the County's Option to Acquire Tax

Foreclosed Property

Board of Commissioners

L. Request for Approval of Transfers and Disbursements

M. Request for Approval of Amendment to Police Protection Agreement with Comstock Charter Township

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

JUNE 25, 2014

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

**Peter Battani, County Administrator**

201 West Kalamazoo Avenue • Kalamazoo, Michigan 49007

Phone: (269) 384-8111 • Fax: (269) 384-8032

To: Board of Commissioners

From: Peter Battani, Administrator/Controller 

Date: June 24, 2014

Re: Draft TIF Policy

Consistent with the schedule you decided upon at your last Committee of the Whole meeting, you will be receiving public comments on the draft Kalamazoo County TIF policy at the July 1 Board of Commissioner's meeting. Based on the comments and Commissioner discussion, we (staff) will be producing a revised draft for your July 15 Committee of the Whole meeting. This revised draft will be the recommendation for which we will be asking formal action from the Board of Commissioners on August 6. Attached for your review is the original policy draft and comments and information we have received to date.

Attachments

Tax Increment Financing Participation Policy for Kalamazoo County

1. Purpose. This Policy is intended to establish guidelines under which Kalamazoo County will participate in tax sharing agreements with local units of government under existing and future tax increment financing programs.

It is the intent of the County Board of Commissioners to encourage the promotion of economic development through local and regional collaboration. The County Board of Commissioners intends to participate in tax increment financing (TIF) programs in a manner that is not detrimental to fiscal health of the County or other taxing jurisdictions. Nevertheless, the Board of Commissioners recognize that TIF programs, when complete, should ultimately increase the tax base and revenues for every affected taxing jurisdiction.

The County Board of Commissioners encourages local units of government to meet with the County in advance of initiating or amending TIF plans to allow for communication regarding program goals, potential projects, length of capture, and coordination of program implementation.

2. Definitions.
 - a. Local unit of government means any city, village, or township
 - b. "Tax increment financing authority" means any organization or plan established to capture the tax revenue of another jurisdiction on properties within a defined geographic area, including, but not limited to, those authorized under the following statutes:
 - i. Downtown Development Authority - 197 of 1975, MCL 125.1653, Sec. 3(3)
 - ii. Local Development Financing Act (Smartzones) -281 of 1986, MCL 125.2154, Sec. 4(3)
 - iii. Historic Neighborhood TIFA - 530 of 2004, MCL 125.2857, Sec. 17(5)
 - iv. Corridor Improvement Authority Act - 280 of 2005, MCL 125.2888, Sec. 18(5)
 - v. Water Resources Improvement Tax Increment Financing Authority Act – Act 94 of 2008, MCL 211.901 to 211.906
 - vi. Commercial Rehabilitation Act - 210 of 2005, MCL 207.843, Sec. 3(5)
 - c. Tax increment financing district means the geographical boundaries of a tax increment financing authority
3. Capture of County Revenue. The Kalamazoo County Board of Commissioners may permit the capture of a portion of county ad valorem tax increment revenues, as permitted in various statutes, in any new or amended tax increment financing with the following restrictions:

- a. All special voted or dedicated millages levied by Kalamazoo County are excluded from capture.
- b. The tax increment revenue originating from County levies cannot constitute a greater proportion of the overall revenue than that of the governing body (local unit of government) and special assessments levied specifically for the TIF district. E.g. the millage used to calculate the captured revenue generating from Kalamazoo County cannot exceed the millage rates of the governing body and special assessment specifically for the TIF district.

The County may also exempt all revenue from capture if the oversight and project restriction conditions in sections four (4) and five (5) are not met.

4. Oversight. The County Board of Commissioners shall exercise oversight over all TIF districts that capture any County revenue. Oversight shall include, but is not limited to all of the following:
 - a. Annual reports. A written annual report shall be delivered to the County Administrator and Department of Planning and Community Development no later than 90 days after the end of the TIF authority's fiscal year. An annual presentation to the County Board of Commissioners is also encouraged.
 - b. Decennial opt-out. The County Board of Commissioners shall maintain the ability to opt out of the TIF capture on a decennial basis. Prior to June 30 of the year following each decennial year, the County may file a resolution with the Clerk of the Governing Body that exempts all county revenues from capture. The county shall accompany the resolution with a written explanation outlining any reasons for exempting its revenue.
 - c. Appointment to TIF Authority. The governing body and TIF authority shall appoint a county designee as a member of the TIF authority board.
 - d. Public notices. All public notices shall be sent to both the County Clerk and the Department of Planning and Community Development.

5. Project and Funding Restrictions. The Kalamazoo County Board of Commissioners may exempt its taxes from capture if it believes the projects included or intended uses of funds in the TIF Plan or Development Plan are excessive or inappropriate for a TIF authority. Examples of excessive or inappropriate projects include, but are not limited to the following:
 - a. Funding for law enforcement personnel
 - b. Funding for road maintenance or rehabilitation in excess of 5% of the total project not including pedestrian or non-motorized facilities
 - c. Funding for expenses typically attributed to a local unit of government through its charter
 - d. Residential sewer or water projects
 - e. Funds to study potential expansion of district boundaries
 - f. Funds to pursue or resolve disputes with any and all municipalities other than the governing body

6. Responsibility. The County Clerk shall immediately forward any notice of creation or expansion of any tax capture district to the Administrator, Department of Planning and Community Development, and the County Treasurer.

The County Administrator shall respond to such notices, indicating that Kalamazoo County wishes to enter into a possible agreement for capture of county tax revenues. The Administrator shall be responsible for implementing this policy and negotiating tax sharing agreements with affected development districts and municipalities using guidelines established consistent with this policy. All such agreements shall require approval by a majority of the County Board of Commissioners.

The County Treasurer and Department of Planning and Community Development shall be responsible for assuring that captured property tax revenues collected in excess of the amounts permitted by any tax capture agreements are returned to the County on an annual basis.

7. Application. This policy applies to all requests for tax capture that permit the County the option to enter into an agreement that specifies the terms of a new or expanded tax capture district. This policy shall also apply to any existing or future tax capture in which the County is provided the statutory authority to enter into agreements with a new, renewed, or expanded tax capture or tax abatement district.

It is understood that County participation in tax increment financing plans is based upon the expectation that ultimately economic development benefits and increased tax revenue will be realized by all of the participating jurisdictions.



June 11, 2014

EMAILED: PMBATU@kalamazoo.org

Mr. Peter Battani
Deputy County Administrator
201 West Kalamazoo Avenue
Kalamazoo, MI 49007

Re: Tax Increment Financing Participation Policy for Kalamazoo County

Mr. Battani:

In reviewing the Tax Increment Financing Participation Policy, several different thoughts came to mind regarding what we believe to be a bit of an inequity in how the County proposes to capture revenue in the TIFS. Currently, 90% of the revenues goes to the cities, and that will continue. Therefore, if the purpose of reducing the County's expenditures on tax increment financing was the goal, this policy certainly does not seem to achieve that goal. If the goal is to encourage cooperation between municipalities, sharing TIF money between the units in the County might achieve that goal, but it misses the cooperation which already takes place between the County and the townships.

A case in point would be the new proposed Kalamazoo County Transit Authority. It appears that the Oshtemo Township Board is prepared to place a substantial amount of its tax base at the disposal of the Transit Authority at the rate of .6 mills, unless it opts out. However, the County's Tax Increment Financing Participation Policy does not seem to take that into consideration. Also, the cities do not pay anything "additional" toward Kalamazoo County law enforcement, and yet Oshtemo, in addition to being the third largest tax base in the County, pays an additional \$837,000 a year toward law enforcement and yet will receive no recognition for that joint cooperation in the County's Policy. Other townships also assist with law enforcement efforts and yet will get no credit under the current Policy.

7275 W Main St
Kalamazoo, MI 49009
(269) 216-5220
(269) 375-7180 Fax
libbyhc@oshtemo.org
www.oshtemo.org

CHARTER TOWNSHIP OF OSHTEMO.

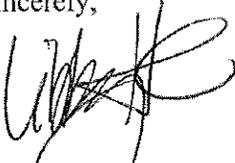
Letter to Mr. Peter Battani

Page 2

Trying to draft a policy which would address these joint efforts would be quite difficult. We would like to propose an alternative. We would like to propose a simplified plan which would not totally disenfranchise townships, but would also not harm the cities which are able to contribute to a greater extent. Therefore, we propose that Paragraph 3b be revised to read as follows:

- 3.b. The tax increment revenue originating from County levies will be limited to 50% of the County levies or that of the governing body (local unit of government) and any special assessments levied specifically for the TIF district, whichever is greater.

Sincerely,



Libby Heiny-Cogswell
Oshtemo Township Supervisor

- c: Lee Adams, County Planning Department, emailed at Ladams@kalcounty.com
Tom Canny, emailed tmcann@kalcountv.com
Brandt Iden, emailed brandt@voteiden.com
Julie M. Rogers, emailed julie@juliemrogers.com
James W. Porter, emailed at jposhtvp@oshtemo.org

Lee A. Adams

From: Jill Bland [JBland@southwestmichiganfirst.com]
Sent: Monday, June 16, 2014 2:24 PM
To: Lee A. Adams
Cc: Peter M. Battani
Subject: FW: Kalamazoo County Tax Increment Financing Participation Policy

Follow Up Flag: Follow up
Flag Status: Completed

Lee,

I had Joe take a look at this from a technical perspective and below are some comments he made. Also, will this apply to other forms of TIF's like Brownfield projects?

Jill Bland | executive vice president

Southwest Michigan First
241 East Michigan Avenue | Kalamazoo, Michigan 49007
p 269.492.3675 | c 269.217.0579 | jbland@southwestmichiganfirst.com



Subject: RE: Kalamazoo County Tax Increment Financing Participation Policy

Jill-

Couple comments:

1. This policy appears to be structured based on a review of the Corridor Improvement Authority Statute (CIA), which has substantially different language in it as compared to the other TIF statutes. Much of this policy is predicated on the premise that the County will have the ability to negotiate aspects of the TIF capture. They have this power under a CIA. To the best of my knowledge they do not have this power under the other TIF statutes. In other words, they either have to decide to opt out, or not and they are either 100% in, or 100% out – there is no middle ground. I like the idea of a negotiated middle ground, but I don't think this is legally possible under most TIF statutes without a statutory change.
2. They want a Decennial opt-out, and ability to opt out if certain negotiated conditions are not met. Again, I think they might be able to do this with a CIA, but I'm fairly confident they can't do this with other TIF statutes. Once they are in, there is not a legal mechanism to change your mind after the 60 day opt out window.
3. They list 2005 PA 210 Commercial tax abatements, which are not TIF entities. This statute provides for tax abatements, similar to PA 198 – it does not grant TIF capabilities.
4. On bullet 3b – Seems like the county wants to only be in for the same amount of mills as the local unit. Again, because they can't actually negotiate a lesser capture (CIA's non-withstanding), this effectively says they will only do deals in Kalamazoo and Portage, which have a higher millage rate than the county.

Joe Agostinelli | associate vice president

Southwest Michigan First
241 East Michigan Avenue | Kalamazoo, Michigan 49007
p 269.553.9588 | c 269.567.0669 | jagostinelli@southwestmichiganfirst.com



BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: July 1, 2014

DEPARTMENT: Buildings & Grounds

PREPARED BY: Ron Kuivenhoven

SUBJECT: Airport Building Operator Upgrade

SPECIFIC ACTION REQUESTED:

Housekeeping item to correctly reflect payroll account number of Airport Building Operator II.

DESCRIPTION OF ACTION (dollar amount, purpose):

TIME FRAME OF ACTION:

Retroactive to 5/6/2014

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

Airport Fund

PERSONNEL IF REQUIRED:

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

ELIMINATE:

Account #	Position/#	Pay Range (annualized)	Grade	FTE	Effective
581-583	Building Operator 10455-004	\$26,769.60-31,886.40	S12a	1.0	05/06/2014
101-265	Building Operator II 10582-003	\$27,289.60-32,531.20	S12b	1.0	05/06/2014

CREATE:

Account #	Position/#	Pay Range (annualized)	Grade	FTE	Effective
581-583	Building Operator II/ 10582-XXX	\$27,289.60-32,531.20	S12b	1.0	05/06/2014
101-265	Building Operator 10455-001	\$26,769.60-31,886.40	S12a	1.0	05/06/2014

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 positions duties and responsibilities have increased due to the many new technologies and systems that were built into this building. The number of call ins has been greatly increased from the old terminal to this one.

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:

Randy Winterowd, Director – Buildings & Grounds @ 383-8954
Ron Kuivenhoven, Administrative Mgr.- Buildings & Grounds @ 383-8954



Kalamazoo County

Health & Community Services

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

DATE: July 1, 2014
TO: County Board of Commissioners
FROM: Lynne Norman, Acting Health Officer
RE: ITEMS FOR YOUR CONSIDERATION

A. APPROVAL OF AMENDMENT #4 TO THE SUBLEASE AGREEMENT FOR 2013-2014 WITH THE PARKS FOUNDATION OF KALAMAZOO COUNTY.

ACTION REQUESTED

HCS Administration requests Board approval of amendment #4 to the sublease agreement for 2014 between the County and the Parks Foundation of Kalamazoo County. The original agreement was approved December 18, 2010.

DESCRIPTION OF SUBJECT

The sublease amendment conveys a per square foot rate of \$12.00 for 178 square feet resulting in a monthly rental rate of \$178 for July 1, 2014 through December 31, 2014. The resulting annual cost of \$2,136 is based on 100% of subleased area total square feet for room #224 – 2nd Wing, 2nd Floor. The mission of this agency aligns with that of the Health and Community Services Department and the presence of these services at Nazareth is a resource for HCS, the Parks Foundation and other County programs.

RELATIONSHIP TO GOALS

The services and program that this renter provides is consistent with the HCS goal of improving the health of the community.

FUNDING SOURCE

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

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 any questions, please contact Ryan Post, Financial Systems Supervisor at 373-5254 or rjpost@kalcounty.com

B. APPROVAL OF AN AMENDMENT TO ADDENDUM LETTER OF RENEWAL FOR 2013-2014 SUBLEASE WITH KALAMAZOO COMMUNITY MENTAL HEALTH

ACTION REQUESTED

HCS Administration requests Board approval of an amendment to addendum letter of renewal for the 2013-2014 sublease between the County and Community Mental Health (CMH).

DESCRIPTION OF SUBJECT

The lease amendment maintains a per square foot rate of \$12.00, paid monthly, effective for the period of July 1, 2014 through September 30, 2014. The amendment accounts for a reduction in subleased space and an increase in the cost per square foot. The new monthly rental rate will be \$11,841 for a total rental space of 11,841 sq. ft. This is an annual rate of \$142,092.

RELATIONSHIP TO GOALS

The services and program that this renter provides is consistent with the HCS goal of improving the health of the community. The mission of this agency aligns with that of the Health and Community Services Department and the presence of these services at Nazareth is a resource for HCS, CMH and other County programs.

FUNDING SOURCE

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

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 any questions, please contact Ryan Post, Financial Systems Supervisor, at 373-5254 or rjpost@kalcounty.com

C. APPROVAL OF MUPLIPLE AMENDMENTS TO PURCHASE OF SERVICE AGREEMENTS WITH VARIOUS PROVIDERS OF SERVICE FOR HCS AREA AGENCY ON AGING

ACTION REQUESTED

HCS Administration requests Board approval of multiple Amendments to Purchase of Service (POS) agreements with the HCS/AAA3A and **various service providers noted below**. The Amendment removes the match requirement that was a part of the master POS Agreement beginning October 1, 2013 and ending September 30, 2016.

<u>Organization</u>	<u>Services</u>
Carelinc Medical	Nutritional Supplements
Lifespan Continu-Care	Homemaking, In-Home Respite, Medication Management, Personal Care, Personal Emergency Response System, Transportation

DESCRIPTION OF SUBJECT

The Amendment removes the match requirement from the master POS agreement. Match requirements for HCS Area Agency on Aging are being fulfilled internally and in ways independent of current Service Providers, so the contract requirement is no longer necessary. These providers are a part of the purchase of service pool for the Choices for Independence Programs, providing clients a choice of various service providers. The services available will assist Kalamazoo County older adults (60 and over) to obtain/maintain the ability to stay in their own home for as long as possible, thus avoiding costly institutional care.

RELATIONSHIP TO GOALS

This action will allow residents at risk to strengthen their capacity to take control of their lives and remain living as independently as possible in the community.

FUNDING SOURCE

No County funds are required. Funds are from federal and state grants.

PERSONNEL

There are no new personnel associated with this request.

PROCUREMENT

County Purchasing Policy is followed for these subcontractors.

ISSUES/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.com.

D. ACCEPTANCE OF GRANT AWARD FROM THE FEDERAL DEPARTMENT OF HEALTH AND HUMAN SERVICES, HEALTH RESOURCES AND SERVICES ADMINISTRATION (HRSA) FOR THE HEALTHY BABIES HEALTHY START (HBHS) PROJECT

ACTION REQUESTED

HCS Administration requests Board approval to accept a grant award from the Health Resources and Services Administration (HRSA) in the amount of \$150,000.00 in support of the Kalamazoo County Healthy Babies Healthy Start project (HBHS). This grant award is for the period of 6/01/2014 through 8/31/2014. This is the funding component of the grant extension approved by the Board on May 20, 2014.

DESCRIPTION OF SUBJECT

The HBHS project is a 5-year federal grant provided for the reduction of infant mortality and perinatal health disparities in Kalamazoo. The project involves extensive collaboration and system integration involving multiple agencies, medical and social service providers. This funding is for the current grant cycle that has been extended to August 31, 2014. It is to support the HBHS Project through this extended period due to the delayed application processing of the new Healthy Start 5-year funding opportunity. Applicants hope to be notified by August 1, 2014 of the next funding cycle.

RELATIONSHIP TO GOALS

This funding provides services consistent with the HCS goal to improve the overall health of the community by reducing preventable disabilities and death, and promoting healthy lifestyles and choices.

FUNDING SOURCE

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

PERSONNEL

There are no new personnel in relation to this request.

PROCUREMENT

There is no procurement association with this request.

ISSUES/CONCERNS

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

E. APPROVAL OF ANNUAL SUPPORT AGREEMENT AND BUSINESS ASSOCIATE AGREEMENT WITH DBA TECHNOLOGIES FOR FACSPRO SOFTWARE UTILIZED BY THE COMMUNITY ACTION AGENCY

ACTION REQUESTED

HCS Administration requests Board approval of the DBA Technologies FACSPRO Software Support Agreement and Business Associate Agreement in the amount of \$6,200 for the period of October 1, 2014 through September 30, 2015.

DESCRIPTION OF SUBJECT

The Community Action Agency uses FACSPRO software for tracking services and reporting purposes. This agreement is for the annual support DBA provides for the software.

RELATIONSHIP TO GOALS

HCS seeks to improve the overall health of the community by reducing preventable disabilities and deaths. The use of this software allows CAA to track client outcomes and permits timely, accurate reporting.

FUNDING SOURCE

The cost of this agreement is paid with funds from the Community Services Block Grant (CSBG) received through the Department of Human Services.

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 any questions, please contact Karika A. Phillips, Health Equity Manager, at 373-5061 or kaphil@kalcounty.com

F. REQUEST FOR PAID INTERN POSITION (#19999-003) IN THE HEALTH & COMMUNITY SERVICES (HCS) EMERGENCY PREPAREDNESS PROGRAM

ACTION REQUESTED

HCS Administration requests Board approval to increase the paid intern position (#19999-003) in the Emergency Preparedness Program to 1,514 hours, at a total cost not to exceed \$21,200, plus fringe rate. The original intern position hours and cost were approved by the Board on 9-3-13.

DESCRIPTION OF SUBJECT

A paid internship position is requested for an additional 1144 hours. This will bring the total hours to 1,514 hours; schedule will be negotiated according to intern's availability and program needs. This is a funding increase of \$16,020 from the original request that now accounts for a total funding amount of \$21,200. Hours and funding are for October 1, 2013 through June 30, 2015.

This position will continue to work with the Emergency Preparedness Coordinator to assess HCS's capacity and capability to plan for, respond to, and recover from public health emergencies.

RELATIONSHIP TO GOALS

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

FUNDING SOURCE

No County general funds are associated with this request. This request spans 2 grant funding periods; all funding is from the Office of Public Health Preparedness for emergency preparedness activities that is awarded through the CPBC.

PERSONNEL

HCS will work with Kalamazoo College or Western Michigan University to place the intern in this internship. The intern will be paid \$14 per hour plus fringe rate.

PROCUREMENT

There is no procurement associated with this request.

ISSUES/CONCERNS

There are no issues or concerns. If you have any questions, please contact Jeannie Byrne, Emergency Preparedness Coordinator, Health Promotion & Disease Prevention at 373-5025 or at jkbyrn@kalcounty.com



Human Resources Department

201 West Kalamazoo Avenue, Ste 202 • Kalamazoo, Michigan 49007-3777
Phone: (269) 383-8998 • Fax: (269) 384-8099
An Equal Opportunity Employer

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: July 1, 2014

DEPARTMENT: Human Resources/The Wellness Committee

PREPARED BY: Kelly Ball, Human Resources Director *K. Ball*

SUBJECT: **On the Move Kalamazoo – Community Collaboration**

SPECIFIC ACTION REQUESTED: Approval of partnership with On the Move Kalamazoo, a collective network in the Kalamazoo community to improve the overall fitness in our community.

DESCRIPTION OF ACTION: The Wellness Committee is interested in collaborating with On the Move Kalamazoo through Gazelle Sports to increase access to a healthier lifestyle and motivate and support people in Kalamazoo who desire a healthy lifestyle and who will choose movement over sedentary activities. We want to support and encourage a healthy culture with the rest of our community.

In a recent County Health Rankings survey for Michigan, Kalamazoo County ranked #43 in health outcomes. We have a great deal of room to improve. To that end, the Wellness Committee believes we can make a difference in our community by being a part of this coalition, working collectively to meet fitness needs in our community, being inclusive of all groups and individuals seeking assistance through On the Move Kalamazoo, and by supporting the research and best practices in health and fitness in this area.

On The Move Kalamazoo was created through Gazelle Sports and we were approached by Gazelle Sports to collaborate on this initiative. We believe our employees will benefit from this partnership as the movement grows and there is more community involvement in movement. We will have support and guidance from community experts in moving our wellness program forward, so our employees continue to improve upon their own wellness by understanding all of the different opportunities there are, not only at the County, but in our diverse community. For example, if we are interested in hosting a nutritionist on-site, we can reach out to On The Move Kalamazoo to find a nutritionist to provide appropriate guidance to employees on a specific topic.

By signing the attached document, Kalamazoo County indicates support for a community of movement. We want to be a Coalition Partner (committed to offering opportunities and provide resources to assist in creating a more active community) and a Coalition Member (a group that will participate, develop and manage movement programs).

FUNDING SOURCE: N/A

NEW OR RENEWAL: New; documents have been reviewed by Finance and Corporate Counsel.

CONTACT PERSON AND PHONE NUMBER: Kelly Ball, 384-8100, or coball@kalcounty.com or Jean Michaud, 383-8953, or jmmich@kalcounty.com

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: July 1, 2014

DEPARTMENT: Treasurer's Office

PREPARED BY: Mary Balkema, County Treasurer

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

SPECIFIC ACTION REQUESTED:

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

DESCRIPTION OF ACTION (dollar amount, purpose):

The Kalamazoo County Land Bank Authority (KCLBA) is requesting that the County exercise the "first right of refusal" to acquire two (2) properties that meet the criteria outlined in the Authorities priorities. The parcels referenced below have title issues. The Land Bank will use their power of "expedited quiet title" to clear the title. In some instances, there is a deceased person on the title that left no will. Because of the clouded title issues, the person living in the home cannot get any federal or state assistance to help with ongoing housing issues. The person residing in the structure has made arrangements with the Kalamazoo County Treasurer to **pay the delinquent tax bill in full**. There is no impact to the DTRF. The KCLBA will hold the title to these properties on an interim basis for the sole purpose of clearing clouded title issues.

914 Davis Street (06-21-273-004) and 408 Drexel Place (06-15-121-023)

The County Park Commission is requesting parcel 06-03-105-222 on West G Avenue. This parcel is adjacent to Markin Glen County Park and the KRV Trail. The funding for the purchase will come from the Markin Glen Endowment Fund.

TIME FRAME OF ACTION:

July 2014

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)

NEW OR RENEWAL:

Renewal

ANY OTHER PERTINENT INFORMATION:

PROCUREMENT INFORMATION:

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

CONTACT PERSON WITH PHONE NUMBER:

Mary Balkema 384-8134



ADMINISTRATIVE SERVICES MEMORANDUM

TO: BOARD OF COMMISSIONERS

FROM: THOM CANNY

DATE: JUNE 20, 2014

SUBJECT: 1ST AMENDMENT OF 2014 POLICE PROTECTION AGREEMENT WITH
THE CHARTER TOWNSHIP OF COMSTOCK

In December of 2013 the County, Sheriff, and the Charter Township of Comstock renewed a Police Protection Agreement that covers the 2014 calendar year. At the time of the renewal, the County, the Sheriff and the Township agreed that the contract would assign two (2) deputies to the Township and the Sheriff has assigned the two deputies and the Township has paid for the two deputies. However, the contract the Parties signed actually indicated that three (3) deputies would be assigned to the Township. In order to correct this discrepancy the Kalamazoo County Sheriff and your Administrative Staff request that you approve an Amendment to the Police Protection Agreement with Comstock Charter Township that confirms that two (2) deputies are to be assigned to the Township for the 2014 calendar year. Comstock Charter Township has already signed the Amendment.

Please feel free to contact Sheriff Richard Fuller at (269) 385-6173, or me at (269) 383-8968, if you have any questions concerning the Amendment to the Police Protection Agreements.