
BOARD OF COMMISSIONERS' MEETING



August 15, 2017



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD OF COMMISSIONERS

NOTICE AND AGENDA FOR

August 15, 2017

PLEASE TAKE NOTICE that a regular meeting of the Kalamazoo County Board of Commissioners is scheduled for **Tuesday, August 15, 2017 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 |

CONSENT AGENDA ITEMS

Circuit Court

- A. Request for Approval of Elimination/Creation of Positions (General Fund)

District Court

- B. Request for Approval of Elimination/Creation of Positions (Law Enforcement Millage/General Fund)

Health & Community Services

- C. Request for Approval of Amendment #2 from the Michigan Medicare/Medicaid Assistance Program (MMAP) for the Senior Medicare Patrol
- D. Request for Approval of Amendments to Providers of Service Agreements for the Area Agency on Aging Program
- E. Request for Approval of Contract for Professional Consulting Services with KMartin Works
- F. Request for Approval of Amendment #2 to the LCA16-39015 Contract
- G. Request for Approval of Amendment #6 to the WAP16-39015 Contract

Human Resources

- H. Request for Approval of Sublicense and Support Agreements with Blue Cross Blue Shield
- I. Request for Approval of 2018 Wellness Solution Summary Form Agreement
- J. Request for Approval of Medicare Plus Blue Renewals with Blue Cross Blue Shield for FOP Segment 1, FOP Segment 2, General/CMH Retirees, and Road Commission Retirees

Parks & Expo Center

- K. Request for Approval of Markin Glen Michigan Department of Natural Resources (MDNR) Trust Fund Grant Agreement
- L. Request for Approval of 2020 Home Expo Agreement

Sheriff

- M. Request for Approval of Funds Per Public Act 124 of 2003 Toward Equipment for Correction Officers' Training and Correction Officers' Training Expenses

Board of Commissioners

- N. Request for Approval of Transfers and Disbursements
- O. Request for Approval of Memorandum of Understanding and Approval of Resolution Supporting a Grant from Michigan State Housing Development Authority (MSHDA) for Improvements to Bronson Park
- P. Request for Approval of Consolidated Dispatch Funding
- Q. Request for Approval of Resolution Authorizing the Transfer of Five Million Dollars (\$5,000,000) of Surplus Funds from the Kalamazoo County Delinquent Tax Revolving Fund to the Kalamazoo County General Fund

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 MEMBERS' TIME**
- ITEM 13 VICE CHAIRPERSON'S REPORT**
- ITEM 14 CHAIRPERSON'S REPORT**
- ITEM 15 ADJOURNMENT**

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:



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: 8/2/2017

DEPARTMENT: 9th Circuit Court

PREPARED BY: Suzanne M. Darling - Circuit Court/Probate Court
Administrator

SUBJECT: Position Elimination and Creation

SPECIFIC ACTION REQUESTED:

Eliminate a 1.0 FTE Court Services Coordinator and create a 1.0 FTE Automation & Technology Coordinator. No additional funding is needed for this change.

DESCRIPTION OF ACTION (dollar amount, purpose):

The two positions have had the same responsibilities, therefore we are requesting the titles to be the same. The two positions and staff performing these duties will be under the Automation & Technology Coordinator position/number. As a result, the Court Services Coordinator position should be eliminated.

TIME FRAME OF ACTION:

Effective immediately

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

This is a cost neutral change in staffing. The current Court Services Coordinator is funded through the 9th Circuit Court fund using General Fund dollars appropriated to the 9th Circuit Court fund. No increase in General Fund dollars is 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)

Elimination:

<u>Account:</u>	<u>Position#</u>	<u>FTE</u>	<u>Grade</u>	<u>Salary</u>	<u>Effective</u>
101-132-704.00	Court Services Coordinator #10156-001	1.0	K6	\$17.83 - 21.86	immediately

Creation:

<u>Account:</u>	<u>Position#</u>	<u>FTE</u>	<u>Grade</u>	<u>Salary</u>	<u>Effective</u>
101-132-704.00	Automation & Technology Coordinator #10404-xxx	1.0	K6	\$17.83 - 21.86	immediately

NEW OR RENEWAL:

N/A

ANY OTHER PERTINENT INFORMATION:

N/A

PROCUREMENT INFORMATION:

N/A

CONTACT PERSON:

<u>NAME</u>	<u>TITLE</u>	<u>PHONE NUMBER</u>
Suzanne Darling	Circuit Court/Probate Court Administrator	269-383-8928



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: August 2, 2017
DEPARTMENT: 8th District Court
PREPARED BY: Ann Filkins
SUBJECT: District Court Positions

SPECIFIC ACTION REQUESTED:

8th District Court personnel adjustments.

DESCRIPTION OF ACTION (dollar amount, purpose):

The 8th District Court is consolidating the Probation Assistant and Court Services Specialist positions to allow for cross-training of staff as well as assist in employee retention and hiring of new employees.

TIME FRAME OF ACTION:

Upon board approval.

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

Law Enforcement Millage and General 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)

CREATE

<u>Position #</u>	<u>Job Title</u>	<u>Grade</u>	<u>Salary Range</u>	<u>FTE</u>	<u>Account Number</u>
10907-020	Court Services Specialist	k05	33,987.20 – 41,724.80	1.0	101-136-704.00
10907-021	Court Services Specialist	k05	33,987.20 – 41,724.80	1.0	104-136-704.00
10907-022	Court Services Specialist	k05	33,987.20 – 41,724.80	1.0	101-136-704.00

ELIMINATE

<u>Position #</u>	<u>Job Title</u>	<u>Grade</u>	<u>Salary Range</u>	<u>FTE</u>	<u>Account Number</u>
10905-001	Probation Assistant	k04	30,305.60-37,169.60	1.0	101-136-704.00
10905-002	Probation Assistant	k04	30,305.60-37,169.60	1.0	101-136-704.00
10905-003	Probation Assistant	k04	30,305.60-37,169.60	1.0	104-136-704.00

This change will be an increase of \$3,681.60-\$4,555.20 per position for a total increase of \$11,044.80-\$13,665.60.

NEW OR RENEWAL:

New

ANY OTHER PERTINENT INFORMATION:**PROCUREMENT INFORMATION:**

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

CONTACT PERSON:

<u>NAME</u>	<u>TITLE</u>	<u>PHONE NUMBER</u>
Ann Filkins	Court Administrator	384-8166



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: August 15, 2017

DEPARTMENT: Health & Community Services

PREPARED BY: James A. Rutherford, MPA

SUBJECT: Approval of Amendment #2 for contract with
MMAF

SPECIFIC ACTION REQUESTED:

HCS Administration requests Board approval of Amendment #2 from the Michigan Medicare/Medicaid Assistance Program (MMAF) to the Kalamazoo County HCS/Region IIIA Area Agency on Aging for the Senior Medicare Patrol (SMP) for \$2,290.00, which covers the period of June 1, 2017 through May 31, 2018.

DESCRIPTION OF ACTION (dollar amount, purpose):

The MMAF-SMP funds support volunteers and staff who conduct outreach and education activities to educate Medicare and Medicaid beneficiaries on preventing and detecting health care fraud, errors and abuse.

TIME FRAME OF ACTION:

This allocation is for the first six months of the 2017-2018 budget period, June 1, 2017 through November 30, 2017.

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

There are no County funds associated with this request. Funding is from the State of Michigan via grants from the Department of Health and Human Services, Administration for Community Living.

PERSONNEL IF REQUIRED:

There are no new personnel associated with this request.

NEW OR RENEWAL:

Amendment #2

ANY OTHER PERTINENT INFORMATION:

There are no issues or concerns.

PROCUREMENT INFORMATION:

There is no procurement associated with this request.

CONTACT PERSON:

<u>NAME</u>	<u>TITLE</u>	<u>PHONE NUMBER</u>
Lisa Henthorn	Deputy County Administrator of External Services	383-8901



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: August 15, 2017
DEPARTMENT: Health & Community Services
PREPARED BY: James A. Rutherford, MPA
SUBJECT: Approval of Amendments to Provider of Service Agreements between Provider Entities and HCS Area Agency on Aging IIIA

SPECIFIC ACTION REQUESTED:

HCS Administration requests Board approval of contract amendment #1 between the HCS Area Agency on Aging IIIA (AAAIIIA) and service providers noted below. The amendments cover the original agreement period, dated October 1, 2016 and ending September 30, 2019, for services provided and funding for the period of October 1, 2016 through September 30, 2017.

- Western Michigan University: Center for Disability Services
- Senior Services
- South County Community Services

DESCRIPTION OF ACTION (dollar amount, purpose):

The amendments cover funding to provide services to individuals who are over the age of 60 in Kalamazoo County; with targeted focus being on helping seniors remain as independent as possible in their home for as long as possible. Services utilized from the providers identified above assist seniors in meeting these standards and needs. At the mid-point of each FY, allocations are reviewed and redistributed as available.

TIME FRAME OF ACTION:

The amendments cover the original agreement period, dated October 1, 2016 and ending September 30, 2019, for services provided and funding for the period of October 1, 2016 through September 30, 2017.

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

No County funds are required. Funds are from Federal and State grants.

PERSONNEL IF REQUIRED:

There are no new personnel associated with this request.

NEW OR RENEWAL:

Amendment #1

ANY OTHER PERTINENT INFORMATION:

N/A

PROCUREMENT INFORMATION:

N/A

CONTACT PERSON:

<u>NAME</u>	<u>TITLE</u>	<u>PHONE NUMBER</u>
Lisa Henthorn	Deputy County Administrator of External Services	383-8901



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: August 15, 2017

DEPARTMENT: Health & Community Services

PREPARED BY: James A. Rutherford, MPA

SUBJECT: Approval of Contract for Professional Services

SPECIFIC ACTION REQUESTED:

HCS Administration requests Board approval of a contract for professional consulting services with KMartin Works for the development and implementation of a strategic plan and community needs assessment for the Kalamazoo County Health & Community Services/Community Action Agency (KCHCS/CAA).

DESCRIPTION OF ACTION (dollar amount, purpose):

KCHCS/CAA is required by the Community Services Block Grant Organizational Standards to have a strategic plan in place and an updated community needs assessment. With the assistance of KMartin Works the KCHCS/CAA will be able to develop a plan of action for the next 3-5 years as well as a current needs assessment. This will keep the Community Action Agency in compliance with grant requirements as well as guide the work of the KCHCS/CAA over the next few years. The contract amount is \$16,600.

TIME FRAME OF ACTION:

August 2, 2017 through September 30, 2018

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

There are no County funds associated with this request. All funding is from the Federal Community Services Block Grant.

PERSONNEL IF REQUIRED:

No new personnel required

NEW OR RENEWAL:

New

ANY OTHER PERTINENT INFORMATION:

N/A

PROCUREMENT INFORMATION:

Quotes were requested for this service. KMartin Works has extensive experience working with Michigan Community Action Agencies in the area of community needs assessments and strategic planning. Having over 20 years of experience, KMartin Works knows and understands the requirements that each Community Action Agencies must adhere to when creating a strategic plan and community needs assessment.

CONTACT PERSON:

<u>NAME</u>	<u>TITLE</u>	<u>PHONE NUMBER</u>
Lisa Henthorn	Deputy County Administrator of External Services	383-8901



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: August 15, 2017

DEPARTMENT: Health & Community Services

PREPARED BY: James A. Rutherford, MPA

SUBJECT: Acceptance of the Low Income Heating and Energy Assistance Program Crisis Assistance (LCA) Amendment #2

SPECIFIC ACTION REQUESTED:

HCS Administration requests Board approval of Amendment #2 to the LCA16-39015 contract, dated September 1, 2016.

DESCRIPTION OF ACTION (dollar amount, purpose):

This amendment adds language to the contract regarding operating advances to eligible Community Action Agencies.

TIME FRAME OF ACTION:

September 1, 2016-August 31, 2019

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

There are no funds associated with this request.

PERSONNEL IF REQUIRED:

There are no personnel associated with this request.

NEW OR RENEWAL:

Amendment #2

ANY OTHER PERTINENT INFORMATION:

N/A

PROCUREMENT INFORMATION:

There is no procurement associated with this request.

CONTACT PERSON:

<u>NAME</u>	<u>TITLE</u>	<u>PHONE NUMBER</u>
Lisa Henthorn	Deputy County Administrator of External Services	383-8901



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: August 15, 2017

DEPARTMENT: Health & Community Services

PREPARED BY: James A. Rutherford, MPA

SUBJECT: Acceptance of the Weatherization Assistance
Program #6

SPECIFIC ACTION REQUESTED:

HCS Administration requests Board approval of Amendment #6 to the WAP16-39015 contract, dated July 1, 2016.

DESCRIPTION OF ACTION (dollar amount, purpose):

This amendment adds language to the contract regarding operating advances to eligible Community Action Agencies.

TIME FRAME OF ACTION:

July 1, 2016-September 30, 2019

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

There are no funds associated with this request.

PERSONNEL IF REQUIRED:

There are no personnel associated with this request.

NEW OR RENEWAL:

Amendment #6

ANY OTHER PERTINENT INFORMATION:

N/A

PROCUREMENT INFORMATION:

There is no procurement associated with this request.

CONTACT PERSON:

<u>NAME</u>	<u>TITLE</u>	<u>PHONE NUMBER</u>
Lisa Henthorn	Deputy County Administrator of External Services	383-8901



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: August 15, 2017

DEPARTMENT: Human Resources Department

PREPARED BY: Kristine D. Cunningham

SUBJECT: Support Agreement – Blue Cross Blue Shield

SPECIFIC ACTION REQUESTED:

Approval of and signature on 3 attached original Sublicense and Support Agreements between Blue Cross Blue Shield and Kalamazoo County.

DESCRIPTION OF ACTION (dollar amount, purpose):

The County partners with Blue Cross Blue Shield (BCBS) to provide the administration of health, dental and vision insurance. BCBS has developed an application known as WHYZEN Data Analysis Reporting Tool to assist their partners with claims analysis. This data will be used for claims analysis only to allow the County to ensure the appropriate level of benefits for employees and retirees.

In order to take advantage of this new reporting product, we must enter into an agreement specific to reporting with BCBS.

The claims data we will receive will not have any distinguishable identifiers on them; therefore, anyone utilizing the data will not be able to gain access to any specific person's private claims information.

TIME FRAME OF ACTION:

Effective 8/1/2017

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:

New

ANY OTHER PERTINENT INFORMATION:

N/A

PROCUREMENT INFORMATION:

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

N/A

CONTACT PERSON:

NAME

Kristine D. Cunningham

TITLE

Human Resources Director

PHONE NUMBER

384-8100



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: August 15, 2017
DEPARTMENT: Human Resources Department
PREPARED BY: Kristine D. Cunningham
SUBJECT: 2018 Wellness Solution Summary Form Agreement

SPECIFIC ACTION REQUESTED:

Approval of and signature on 6 attached original 2018 Wellness Solution Summary Form agreements between Kalamazoo County and Blue Cross Blue Shield of Michigan (BCBS) for the active employee population. Three agreements are for the employees on the County's health plan and three agreements are for employees that opt out of the County's health plan, but are included in wellness.

DESCRIPTION OF ACTION (dollar amount, purpose):

We are asking for approval of the 2018 Wellness Solution Summary Form Agreement. The Agreement states Blue Cross Blue Shield will continue to administer the employee wellness incentive and offer the Blue Cross Health and Wellness Online platform for all active employees for 2018.

It also states that Blue Cross will provide a welcome letter to employees from 11/27/2017 - 1/8/2018 and will provide bi-monthly incentive reports of employees who complete the wellness incentive requirements to the Kalamazoo County Wellness Coordinator throughout 2018.

The 2018 monthly administration rate is the same as 2017. The 2018 rate for employees with health insurance is \$2.50/per member/per month. The 2018 administration rate for employees without health insurance (but are still eligible for the wellness incentive) is \$1.50/per member/per month.

TIME FRAME OF ACTION:

January 1, 2018 - December 31, 2018

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

Employee Benefit 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)

N/A

NEW OR RENEWAL:

Renewal

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:

NAME

Kristine D. Cunningham

TITLE

Human Resources Director

PHONE NUMBER

384-8100



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: August 15, 2017

DEPARTMENT: Human Resources Department

PREPARED BY: Kristine D. Cunningham

SUBJECT: Medicare Plus Blue Renewals

SPECIFIC ACTION REQUESTED:

Approval of and signature on 3 original annual rate renewals between Kalamazoo County and Blue Cross Blue Shield of Michigan (BCBS) for the Medicare eligible retiree plans. There are 4 separate plans, and 3 original renewals for each plan attached.

DESCRIPTION OF ACTION (dollar amount, purpose):

Kalamazoo County, in coordination with Nulty Insurance, was able to negotiate a reasonable rate renewal with BCBSM for the plan year January 1, 2018 through December 31, 2018 for the Medicare eligible retiree health plans (Medicare Plus Blue). This is a fully insured health plan for the retirees of Kalamazoo County. The renewal encompasses health and pharmacy coverage for all Medicare eligible County retirees. The final negotiated renewal results in a decrease in the monthly premium rates, which varies by group. The new monthly rates to the County are as follows:

FOP Segment 1 (Sheriff's Office retirees retired before 1/1/2013)	\$412.09/month
FOP Segment 2 (Sheriff's Office retirees retired after 1/1/2013)	\$286.25/month
General/CMH Retirees	\$275.86/month
Road Commission Retirees	\$318.48/month

NOTE: 2017 rates were: \$495.42, \$314.29, \$323.14 and \$381.67, respectively

Retirees will continue to pay a portion of the monthly premium according to their specific segment.

We are requesting approval to continue our relationship with BCBS and the Medicare Advantage plans for the plan year beginning 1/1/2018.

TIME FRAME OF ACTION:

January 1, 2018 through December 31, 2018

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

Employee Benefits 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)

N/A

NEW OR RENEWAL:

Renewal

ANY OTHER PERTINENT INFORMATION:

N/A

PROCUREMENT INFORMATION:

An RFP was completed in 2017 on behalf of Kalamazoo County for the Medicare eligible retiree health plans by Nulty Insurance Group.

CONTACT PERSON:

<u>NAME</u>	<u>TITLE</u>	<u>PHONE NUMBER</u>
Kristine D. Cunningham	Human Resources Director	384-8100



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: August 15, 2017
DEPARTMENT: Parks & Expo Center
PREPARED BY: David Rachowicz
SUBJECT: Markin Glen MDNR Trust Fund Grant Agreement

SPECIFIC ACTION REQUESTED:

Approve the Michigan Natural Resources Trust Fund Development Grant Agreement and Resolution for the Markin Glen County Park Improvement Project

DESCRIPTION OF ACTION (dollar amount, purpose):

In 2016, Kalamazoo submitted a grant application to the Michigan Department of Natural Resources Trust Fund for the Markin Glen County Park Improvement Project. In July, the MDNR has officially approved the request and project. The total project budget is \$320,000 and includes a new restroom building, accessible paths, two new playgrounds, and parking lot improvements. This project will result in improvements for park visitors and is identified as a high priority in the Markin Glen County Park Master Plan and the Kalamazoo County Parks Master Plan.

TIME FRAME OF ACTION:

The grant period is 7/14/17 to 7/31/2019. The construction will likely occur in the 2018 summer season and must be complete no later than 7/31/2019.

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

The total Project budget is \$320,000 and the grant is for \$192,000 and the Kalamazoo County match is the remaining \$128,000. The County Match will be entirely funded with revenue from the Markin Glen Endowment Fund that was funded by the Parks

Foundation of Kalamazoo County and is held at the Kalamazoo Community Foundation. No general funds will be needed to complete this project.

PERSONNEL IF REQUIRED: NA

(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:

This is a new grant agreement limited to this specific project.

ANY OTHER PERTINENT INFORMATION:

The Board of Commissioners approved the original application on March 15, 2016. The Park Commission approved the Grant Agreement on August 4, 2017.

PROCUREMENT INFORMATION:

Project architecture and construction contracts will be presented to the Board of Commissioners in the future.

CONTACT PERSON:

<u>NAME</u>	<u>TITLE</u>	<u>PHONE NUMBER</u>
Lisa Henthorn	Deputy County Administrator of External Services	383-8901



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: August 15, 2017

DEPARTMENT: Parks & Expo Center

PREPARED BY: David Rachowicz

SUBJECT: Expo Center Agreement for the 2020 Home Expo

SPECIFIC ACTION REQUESTED:

Approve the 2020 Home Expo Contract for use of the Kalamazoo County Expo Center.

DESCRIPTION OF ACTION (dollar amount, purpose):

Approve the 2020 Home Expo contract for \$22,731 with the Home Builders Association of Southwest Michigan. The event is scheduled for March 12-15 2020.

TIME FRAME OF ACTION:

The contract is for the 2020 Home Expo. The 2018 & 2019 Contract has already been approved.

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

NA

PERSONNEL IF REQUIRED:

NA

NEW OR RENEWAL:

The Home Expo is a returning Expo Center Event.

ANY OTHER PERTINENT INFORMATION:

The Home Expo Contract is approved by the County Board of Commissioners because the rental income is greater than the \$15,000 limit the County Board has set on contracts that can be executed by the Park Commission.

PROCUREMENT INFORMATION:

NA

CONTACT PERSON:

<u>NAME</u>	<u>TITLE</u>	<u>PHONE NUMBER</u>
Lisa Henthorn	Deputy County Administrator of External Services	383-8901



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: August 15, 2017
DEPARTMENT: Sheriff's Office
PREPARED BY: Terra Mickolatcher
SUBJECT: Approval of Allocation of Local Officers Training Fund
(Public Act 124 of 2003)

SPECIFIC ACTION REQUESTED:

Approve the allocation of fund balance (Public Act 124 of 2003) toward equipment for correction officers' training and correction officers' training expenses

DESCRIPTION OF ACTION (dollar amount, purpose):

The equipment is for a training for the local officers and is needed for the physical training portion of the training. The equipment estimated cost is \$3,595.00.

The training request is for the following estimated expenses: \$4,100 registration, \$5,330.00 hotel costs, and \$2,175.00 meals for Sgt. Faulk to attend a lengthy training at Northwestern University.

In addition, for two corrections officers to attend training with the following estimated expenses: \$650.00 registration, \$519.76 airfare, \$493.50 meals/ground transportation, and lodging expenses of \$1,701.04. Total estimated training expenditures: \$14,400.00

Total Requested Allocation: est. \$18,000.00

TIME FRAME OF ACTION:

Effective immediately

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

Local Officers Revenue/Fund 263

PERSONNEL IF REQUIRED:



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

NEW OR RENEWAL:

New

ANY OTHER PERTINENT INFORMATION:

The need for planning/allocation of the fund balance has been discussed previously in budget planning meeting/Board meetings. These expenditures are part of the plan toward executing that plan. In addition, there will be a budget adjustment to Finance to properly adjust the funding for the expenditures of these items.

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:**NAME**

Terra Mickolatcher

TITLE

Financial Administrator

PHONE NUMBER

383-8763



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

MEMORANDUM

TO: BOARD OF COUNTY COMMISSIONERS

FROM: THOM CANNY, CORPORATE COUNSEL

DATE: AUGUST 8, 2017

RE: RECOMMENDATION TO ADOPT A RESOLUTION SUPPORTING THE CITY OF KALAMAZOO'S APPLICATION FOR A REHABILITATION GRANT FOR THE FOUNTAIN OF THE PIONEERS AND TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE CITY OF KALAMAZOO

During the Board of Commissioners' October 4, 2016, Committee of the Whole meeting, Mr. Jeff Chamberlain, Deputy City Manager for the City of Kalamazoo, presented the City's plans and vision for future developments and improvements to Bronson Park. As part of that presentation, Mr. Chamberlain asked, on behalf of the City, that the County adopt a Resolution in support of the City's submission of an application to receive a Michigan State Housing Development Authority (MSHDA) State Historic Preservation Office (SHPO) Certified Local Government (CLG) Grant of \$54,000. The City of Kalamazoo received the Grant and has begun planning for the rehabilitation of the Alfonso Iannelli Fountain of the Pioneers in Bronson Park and is ready to begin the Rehabilitation Project.

As part of the Rehabilitation Project, the City intends to submit an application to the Michigan State Housing Development Authority (MSHDA) State Historic Preservation Office (SHPO) Certified Local Government (CLG) for \$70,000 to pay for a portion of the Rehabilitation Project. The total cost of the Rehabilitation Project is \$1,250,000 and the City will be responsible for providing the remaining \$1,180,000 needed to complete the Rehabilitation project.

In order for the City to move forward with the grant Application, the City and County must to enter into a written Memorandum of Understanding (MOU) detailing Agreement Scope, Agreement Period, and Agreement Components between the City and County for administering the Grant funds. Additionally, the County must adopt a Resolution affirming that the City will be the sole recipient of the Grant Funds and that the County will not receive, administer, fund match, or act as a fiscal agent under the Grant.

OFFICE OF CORPORATE COUNSEL

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County Administration and the Corporate Counsel's Office have worked with the City to draft a MOU that details the Agreement Scope, Agreement Period, and Agreement Components between the City and County for administering the Grant funds. We have also drafted a proposed Resolution which is intended to meet the Grant Application requirements. A photocopy of the Resolution is attached to this Memorandum.

County Administration and the Corporate Counsel's Office have reviewed the MOU and the Resolution and recommend that the Board of Commissioners approve both the MOU and Resolution in order to continue progress on the efforts to rehabilitate of the Fountain of the Pioneers.

Thank you for your time and consideration in this matter. Please feel free to contact me at your convenience if you have any questions, comments or concerns regarding this Memorandum or its attachments.



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

Kalamazoo County Board of Commissioners

RESOLUTION

IN SUPPORT OF THE CITY OF KALAMAZOO'S MSHDA/SHPO CERTIFIED LOCAL GOVERNMENT GRANT APPLICATION FOR THE REHABILITATION OF THE ALFONSO IANNELLI FOUNTAIN OF THE PIONEERS

WHEREAS, the City of Kalamazoo plans to submit an application to receive a Michigan State Housing Development Authority (MSHDA) State Historic Preservation Office (SHPO) Certified Local Government (CLG) Grant of \$70,000 for the purpose of assisting in the rehabilitation of the Alfonso Iannelli Fountain of the Pioneers in Bronson Park in downtown Kalamazoo; and,

WHEREAS, the total cost of the Rehabilitation Project is \$1,250,000 and the \$70,000 grant represents 5.6% of the total project cost; and,

WHEREAS, the City's Grant Application requires a matching share from the City of Kalamazoo of at least 40% and the City will make a matching contribution of 94.4% (\$1,180,000) resulting in the entire Rehabilitation Project being paid for through the Grant Application and the City's matching fund contribution; and,

WHEREAS, the County must adopt a resolution in support of the City's Grant Application because the County is the owner of Bronson Park

THEREFORE IT IS RESOLVED, That the County approves entering into a Memorandum of Understanding (MOU) with the City of Kalamazoo to detail the Agreement Scope, Agreement Period, and Agreement Components.

IT IS FURTHER RESOLVED, That the County Board of Commissioners, supports the City's Grant Application as described in this Resolution and also affirms that the Grant Applicant is The City of Kalamazoo, which is the sole historic lessor of Bronson Park and will be the sole recipient, administrator, fund matcher, and fiscal agent of the Grant; and,

IT IS FURTHER RESOLVED, That the County Board of Commissioners, affirms that the County of Kalamazoo, as the owner of Bronson Park, will not receive, administer, fund match, or act as a fiscal agent paying vendors or receiving reimbursement from SHPO for the Grant, and resolves its support for the Grant, and authorizes the City to do all transactions as they pertain to any award which may be made as a result of the Grant application.

STATE OF MICHIGAN)
)SS
COUNTY OF KALAMAZOO)

I, Timothy A. Snow, County Clerk/Register, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Kalamazoo County Board of Commissioners at a regular session held on August 15, 2017.

Timothy A. Snow
Kalamazoo County Clerk/Register



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

Kalamazoo County Board of Commissioners

RESOLUTION

AUTHORIZING THE TRANSFER OF FIVE MILLION DOLLARS (\$5,000,000) OF SURPLUS FUNDS FROM THE KALAMAZOO COUNTY DELINQUENT TAX REVOLVING FUND TO THE KALAMAZOO COUNTY GENERAL FUND

WHEREAS, the Kalamazoo County Board of Commissioners established the Kalamazoo County Delinquent Tax Revolving Fund pursuant to the provisions of MCL 211.87b; and,

WHEREAS, pursuant to MCL 211.87b(7), the Kalamazoo County Board of Commissioners has the authority to transfer any surplus in the Kalamazoo County Delinquent Tax Revolving Fund to the Kalamazoo County General Fund; and,

WHEREAS, the Kalamazoo County Board of Commissioners, in consultation with the Kalamazoo County Treasurer, have determined that there is currently a surplus in the Kalamazoo County Delinquent Tax Revolving Fund of Five Million Dollars (\$5,000,000); and,

WHEREAS, the Kalamazoo County Board of Commissioners has determined that it is reasonable and appropriate to transfer the Five Million Dollars (\$5,000,000) surplus in the Kalamazoo County Delinquent Tax Revolving Fund to the Kalamazoo County General Fund.

NOW, THEREFORE, BE IT RESOLVED, that the Five Million Dollars (\$5,000,000) surplus in the Kalamazoo County Delinquent Tax Revolving Fund shall be transferred to the Kalamazoo County General Fund on or before September 1, 2017; and,

BE IT FURTHER RESOLVED, that the County Administrator/Controller and the County Treasurer of Kalamazoo County shall do and perform all acts required by law to accomplish the Transfer of the Surplus Funds into the County General Fund.

STATE OF MICHIGAN)
)SS
COUNTY OF KALAMAZOO)

I, Timothy A. Snow, County Clerk/Register, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Kalamazoo County Board of Commissioners at a regular session held on August 15, 2017.

Timothy A. Snow
County Clerk/Register