
BOARD OF COMMISSIONERS' MEETING



December 19, 2017



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD OF COMMISSIONERS

NOTICE AND AGENDA FOR

December 19, 2017

PLEASE TAKE NOTICE that a regular meeting of the Kalamazoo County Board of Commissioners is scheduled for **Tuesday, December 19, 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

Administration

- A. Request for Approval of Extension of One-Year Lease Agreement with Legal Aid Bureau of Southwestern Michigan
- B. Request for Approval of 2018 Agreement for Extension Services with Michigan State University Extension (MSUE)

Animal Services & Enforcement

- C. Request for Approval to Accept Animal Services & Enforcement Shelter Project Preliminary Design

Equalization

- D. Request for Approval to Accept Amended Apportionment Report
- E. Request for the Adoption of Resolution to Apportion Ad Valorem Taxes

Health & Community Services

- F. Request for Approval of a Contract with Ecumenical Center
- G. Request for Approval of a Partnership Agreement with Urban Alliance – Momentum Neighborhood Employment Solutions
- H. Request for Approval of a Partnership Agreement with Western Michigan University

- I. Request for Approval of a Contract with YMCA of Greater Kalamazoo

Parks & Expo Center

- J. Request for Approval to Amend Kalamazoo River Valley Trail Easements

Sheriff

- K. Request for Approval of Byrne Justice Assistance (BYRNE JAG) Grant Agreement with the Michigan State Police
- L. Request for Approval of 2018 Contract for Professional Services with Hunt Medical Practice, PLLC
- M. Request for Approval of 2018 Police Protection Agreement with Oshtemo Township

Board of Commissioners

- N. Request for Approval of Transfers and Disbursements
- O. Request for Approval of Clemens Food Group Project Grant Extension
- P. Request for Approval of Appointments to Various Advisory Boards
- Q. Request for Approval of 911 Telephone Service Plan
- R. Request for Approval of Second Amendment to the Kalamazoo County Consolidated Dispatch Authority Inter-local Agreement

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 | 201 West Kalamazoo Avenue | Kalamazoo, Michigan 49007 | (269)384-8111



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: 12/19/2017

DEPARTMENT: Administration

PREPARED BY: Amanda Morse

SUBJECT: Approve Extension of Lease Agreement with the
Legal Aid Bureau of Southwestern Michigan

SPECIFIC ACTION REQUESTED:

Approval of an extension of the lease agreement with the Legal Aid Bureau of Southwestern Michigan through December 31, 2018

DESCRIPTION OF ACTION (dollar amount, purpose):

The Legal Aid Bureau of Southwestern Michigan would like to extend their lease agreement for the space they currently occupy within the Administration Building through December 31, 2018. This agreement provides for 3,022 square feet at a rate of \$11.73 per square foot.

TIME FRAME OF ACTION:

Immediately

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

Revenues will be recorded in the 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)

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:

<u>NAME</u>	<u>TITLE</u>	<u>PHONE NUMBER</u>
Amanda Morse	Deputy County Administrator – Internal Services	(269) 384-8148



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: December 19, 2017
DEPARTMENT: Administration
PREPARED BY: Lisa Henthorn, Deputy County Administrator –
External Services
SUBJECT: Approve 2018 Agreement for Extension Services
with Michigan State University Extension

SPECIFIC ACTION REQUESTED:

KCBOC approval of the 2018 Agreement for Extension Services with Michigan State University.

DESCRIPTION OF ACTION (dollar amount, purpose):

Kalamazoo County will provide \$117,600 to support salary and fringe benefits for 1.6 FTEs, and operating expenses for MSU Extension personnel.

TIME FRAME OF ACTION:

January 1, 2018 – December 31, 2018

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

County 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)

No additional personnel

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:

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



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: December 19, 2017
DEPARTMENT: Animal Services & Enforcement
PREPARED BY: David Rachowicz
SUBJECT: Animal Services & Enforcement Shelter Project
Preliminary Design

SPECIFIC ACTION REQUESTED:

Approval to begin the construction architecture/engineering design phase with CHMP for the new Animal Services & Enforcement Shelter Project.

DESCRIPTION OF ACTION (dollar amount, purpose):

CHMP Architecture & Engineering has been working with the County and has completed the preliminary design for the Animal Services & Enforcement Shelter Project. All architecture and engineering services were bid as a package and CHMP was selected for this package. The cost for the construction architecture/engineering design phase is \$205,839.00. The architecture/engineering design services includes the following:

- A. Final architectural design, interior design, parking lot design, landscape design, environmental engineering, and structural/mechanical/electrical design.
- B. Preparing complete final design drawings and construction documents.
- C. Bid administration.
- D. Construction administration and services – Kalamazoo County is expecting this project to be bid and constructed by a general contractor and the A/E services include full construction administration services.
- E. Post construction services.

Approval of contracts for construction will be presented to the Board of Commissioners at the completion of the bidding process.

TIME FRAME OF ACTION:

The Construction Phase A/E Services will begin after Board approval. The goal is to begin construction spring of 2018 and occupy the new building/facilities in March of 2019.

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

Allocated Capital Improvement Project Funds. The overall project budget is \$4,700,000.

PERSONNEL IF REQUIRED:

NA

NEW OR RENEWAL:

This is a continuation on an existing contract/project that was approved by the Board.

ANY OTHER PERTINENT INFORMATION:

The Animal Services Advisory Board has also been involved in this process and has completed a preliminary review and will have a final review and recommendation on December 12.

PROCUREMENT INFORMATION:

The Architect & Engineering Services were bid through Kalamazoo County Purchasing per county policies. 12 proposals were received and the top three firms were interviewed. The final recommendation was made form a selection committee and approved by the Board of Commissioners at the meeting held on September 19, 2017.

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...

December 19, 2017

Kalamazoo County Board of Commissioners
201 W. Kalamazoo Avenue
Kalamazoo, MI 49007

Ladies and Gentlemen:

The Kalamazoo County Department of Equalization has prepared the Amended 2017 Apportionment Report for your review and adoption. On November 7, 2017 Pavilion Township passed a millage proposal of 1.5000 mills for fire department purposes. A clerical error in the calculation of the Otsego Schools sinking fund millage was also corrected. The approval of the proposal and the correction necessitated the amending of Pavilion, Alamo, Cooper and Oshtemo Townships, as well as amending the Millage Rate sheets and the Summary.

Respectfully submitted,

Mathew Hansen, MMAO (4)
Equalization Director

EQUALIZATION DEPARTMENT

201 West Kalamazoo Avenue | Kalamazoo, MI 49007
Phone: 269.383-8960 | www.kalcounty.com



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

Kalamazoo County Board of Commissioners

RESOLUTION

2017 RESOLUTION TO APPORTION AD VALOREM TAXES

WHEREAS, on October 17, 2017, the Kalamazoo County Board of Commissioners adopted a Resolution to Apportion Ad Valorem Taxes for 2017; and

WHEREAS, it is necessary to amend said Resolution to correct the millage rates and estimated levies to the County.

NOW, THEREFORE, BE IT RESOLVED that the Kalamazoo County Board of Commissioners does hereby amend the 2017 Resolution to Apportion Ad Valorem Taxes as follows:

Pavilion Township: Add Extra Voted – Fire Millage – 1.5000 mills approved by voters November 7, 2017, and make all necessary changes to the Report’s millage rate sheet and Summary pages.

Otsego Consolidated Schools: Revise – Sinking Fund Millage – 0.9992 mills, and make all necessary changes to the Report’s millage rate sheet and Summary pages.

Dated: December 19, 2017

Dale Shugars, Chairman
Kalamazoo County Board of Commissioners

STATE OF MICHIGAN)
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 December 19, 2017.

Timothy A. Snow
Kalamazoo County Clerk/Register



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: December 19, 2017
DEPARTMENT: Health & Community Services
PREPARED BY: James A. Rutherford, MPA
SUBJECT: Approval and Signature of Contract between
Ecumenical Senior Center and Community Action
Agency Unit

SPECIFIC ACTION REQUESTED:

HCS Administration requests Board approval and signature of a contract between Kalamazoo County Health & Community Services/Community Action Agency (CAA) Unit and the Ecumenical Senior Center for the delivery of onsite congregate meals to Kalamazoo County senior citizens in need of nutritional meals.

DESCRIPTION OF ACTION (dollar amount, purpose):

This contract allows the Ecumenical Senior Center to provide congregate meals to senior citizens who come to the facility for meals and social interaction.

TIME FRAME OF ACTION:

The Contract is effective October 1, 2017 through September 30, 2018.

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

There are no County funds associated with this action. The funding represents allocations from the federal Community Services Block Grant (CSBG) program in the amount of \$3,000.

PERSONNEL IF REQUIRED:

N/A

NEW OR RENEWAL:

Renewal

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	384-8111



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: November 21, 2017
DEPARTMENT: Health & Community Services
PREPARED BY: James A. Rutherford, MPA
SUBJECT: Approval and Signature of Partnership Agreement with Urban Alliance – Momentum Neighborhood Employment Solutions for CAA’s Dollars & Sense Budgeting Education Program

SPECIFIC ACTION REQUESTED:

HCS Administration requests Board approval and signature, subject to review and approval by civil or corporate counsel, of a partnership agreement between Kalamazoo County Health & Community Services Department/Community Action Agency (CAA) Unit and Urban Alliance – Momentum Neighborhood Employment Solutions for the delivery of financial education to provide a structured approach to individual growth in financial responsibility.

DESCRIPTION OF ACTION (dollar amount, purpose):

The partnership agreement allows CAA to provide to eligible Kalamazoo County Momentum Graduates basic financial literacy, spending personality and budgeting plan options to improve financial responsibility and self-sufficiency for low-income and returning Kalamazoo County residents. There is no cost.

TIME FRAME OF ACTION:

October 1, 2017 through September 30, 2018.

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

There are no County funds associated with this action.

PERSONNEL IF REQUIRED:

N/A

NEW OR RENEWAL:

New

ANY OTHER PERTINENT INFORMATION:

Legal review computed by Cohl Stoker

PROCUREMENT INFORMATION:

N/A

CONTACT PERSON:

<u>NAME</u>	<u>TITLE</u>	<u>PHONE NUMBER</u>
Lisa Henthorn	Deputy County Administrator of External Services	384-8111



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: December 19, 2017
DEPARTMENT: Health & Community Services
PREPARED BY: James A. Rutherford, MPA
SUBJECT: Approval and Signature of Partnership Agreement
 Between Western Michigan University and
 Community Action Agency Unit

SPECIFIC ACTION REQUESTED:

HCS Administration requests Board approval and signature, subject to review and approval by civil or corporate counsel, of a partnership agreement between Kalamazoo County Health & Community Services Department/Community Action Agency (CAA) Unit and Western Michigan University for the delivery of financial assistance to resolve educational barriers through the Skills to Build Program.

DESCRIPTION OF ACTION (dollar amount, purpose):

The partnership agreement allows CAA to provide eligible Kalamazoo County residents attending WMU with financial assistance to resolve educational barriers via the Skills to Build Program. This can include tuition, books, class fees, and supplies.

TIME FRAME OF ACTION:

November 30, 2017 through September 30, 2018

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

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

PERSONNEL IF REQUIRED:

There are no new personnel associated with this request.

NEW OR RENEWAL:

New

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	384-8111



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: December 19, 2017

DEPARTMENT: Health & Community Services

PREPARED BY: James A. Rutherford, MPA

SUBJECT: Approval and Signature of Contract Between the
YMCA of Greater Kalamazoo and Maternal Child
Health Unit's Fatherhood Program

SPECIFIC ACTION REQUESTED:

HCS Administration requests Board approval and signature of a contract between the YMCA and the Health & Community Services Department/Maternal Child Health Unit's Fatherhood Program for the provision of educational classes and use of the fitness facilities.

DESCRIPTION OF ACTION (dollar amount, purpose):

The Fatherhood Program is a grant to continue the collaborative effort toward reduction of the infant mortality rate in Kalamazoo County by focusing on engaging and supporting males in high risk communities through educational opportunities. This agreement will provide space for the County Fatherhood Initiative to hold men's health classes and provide use of the fitness facilities. Providing health classes, lead by the Fatherhood Initiative Community Educator, and providing access to fitness equipment will promote better men's health in Kalamazoo County community residents.

TIME FRAME OF ACTION:

The term of the agreement shall be from December 23, 2017 through June 30, 2018, unless terminated earlier as provided, for an amount not to exceed \$2,520.

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

No County funds are required as a result of this request. This agreement is funded through the United Way of Greater Battle Creek & Kalamazoo Region grant.

PERSONNEL IF REQUIRED:

Implementation of this request requires no additional personnel.

NEW OR RENEWAL:

New

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: December 19, 2017
DEPARTMENT: Parks & Expo Center
PREPARED BY: David Rachowicz
SUBJECT: Amend KRV Trail Easements

SPECIFIC ACTION REQUESTED:

Approval to amend easement right of ways for the KRV Trail with the following property owners: Ruth Bennett, Opal Circuit, KVA Galesburg, and David Cook.

DESCRIPTION OF ACTION (dollar amount, purpose):

Prior to construction of the KRV Trail, Kalamazoo County acquired right-of-way from several property owners along Michigan Avenue parallel to the MDOT M-96 Right-of-Way. MDOT is widening M-96 in front of a new business on M-96 in Comstock Township, to accommodate turning into the facility. As a result, MDOT has requested relocating the trail and four existing easements slightly to the south to accommodate the road widening project. MDOT is acquiring all of the necessary easements from the private property owners and the relocation of the trail and all related expenses will be part of the trail widening project. All of the impacted property owners have agreed and signed the documents.

TIME FRAME OF ACTION:

The project will be constructed by MDOT in 2018.

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

There is no expense to the County. The easement acquisition and project construction is funded by MDOT.

PERSONNEL IF REQUIRED:

NA

NEW OR RENEWAL:

This amending existing trail easements.

ANY OTHER PERTINENT INFORMATION:

PROCUREMENT INFORMATION:

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: 12/19/2017

DEPARTMENT: Sheriff's Office

PREPARED BY: Terra Mickolatcher, Financial Administrator

SUBJECT: Approve the subcontract agreement for the SWET position

SPECIFIC ACTION REQUESTED:

Approve the subcontract agreement with the Byrne Jag Grant and the Michigan State Police to partially fund a SWET position

DESCRIPTION OF ACTION (dollar amount, purpose):

\$12,000 grant contribution for the SWET position, that is provided by the Sheriff's Office for regional drug enforcement

MSP #: 201870888

CFDA #: 2016-MU-BX-0703

TIME FRAME OF ACTION:

October 1, 2017 to September 30, 2018

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

Federal

NEW OR RENEWAL:

Renewal

ANY OTHER PERTINENT INFORMATION:

One (1) FTE F19 position for October 1, 2016 - December 31, 2016: \$26,187.13

January 1, 2017- September 30, 2018: \$80,099.84

Total F19 Salary & Fringe: \$106,286.97

County contribution: \$94,286.97

Grant contribution: \$12,000.00

PROCUREMENT INFORMATION:

N/A

CONTACT PERSON:

<u>NAME</u>	<u>TITLE</u>	<u>PHONE NUMBER</u>
Terra Mickolatcher	Financial Administrator	383-8763

2017/2018 SWET
10/01/2017-09/30/2018

Salaries & Wages
Positions: 1 F19
Grade/Step: F19/H

	2017*	2018**
Currently Paid Out of the Grant (Fund #104)	Annual Salary	Annual Salary
Lyle McGrath	\$ 68,018.50	\$ 69,350.50

*Annual Salary of \$66,684.80 plus, 2.00% wage increase

**Annual Salary of \$68,008.68 plus 1.75% differential

Salaries 10/01/2017-12/31/2017	\$68,018.50 X 25% (3 mos.)	\$ 17,004.63
Fringe, 54%		\$ 9,182.50
Total Cost per deputy		\$ 26,187.13
Total Cost for deputy (10/01/2017-12/31/2017)		\$ 26,187.13

Salaries 01/01/2018-09/30/2018	\$69,350.50 X 75% (9 mos.)	\$ 52,012.88
Fringe, 54%		\$ 28,086.96
Total Cost per deputy		\$ 80,099.84
Total Cost for deputy (01/01/2018-09/30/2018)		\$ 80,099.84

Total Cost 10/01/2017-09/30/2018 for F19H deputy **\$ 106,286.97**

Grant Amount	\$ 12,000.00
General Fund Amount	\$ 94,286.97

Fringe Benefits	Percent	2017	2018	Subtotal	
FICA	7.65%	\$1,300.85	\$ 3,978.99	\$ 5,279.84	
Retirement	16.70%	\$2,839.77	\$ 8,686.15	\$ 11,525.92	
Hospitalization	21.78%	\$3,703.61	\$ 11,328.41	\$ 15,032.02	
Workers Compensation	1.00%	\$ 170.05	\$ 520.13	\$ 690.18	
Others Insurance*	6.87%	\$1,168.22	\$ 3,573.28	\$ 4,741.50	
	54.00%	\$9,182.50	\$ 28,086.96	\$ 37,269.46	

Ck	Variance
37,269.46	0.00

*Other insurance includes: life, dental, vision, and disability insurance



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: 12/19/2017

DEPARTMENT: Sheriff's Office

PREPARED BY: Captain Amy Price

SUBJECT: Approve the 2018 Contract for Professional Services
Between The County of Kalamazoo, The Sheriff of the
County of Kalamazoo –and- Hunt Medical Practice, PLLC

SPECIFIC ACTION REQUESTED:

Approve the 2018 contract for Professional Services Between the County of Kalamazoo, The Sheriff of the County of Kalamazoo and Hunt Medical Practice, PLLC

DESCRIPTION OF ACTION (dollar amount, purpose):

Contractual period January 1, 2018-December 31, 2019

Contractual annual amount: \$120,000.00

TIME FRAME OF ACTION:

Immediate

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

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:

Contract for Professional Services Between The County of Kalamazoo, The Sheriff of the County of Kalamazoo –and- Hunt Medical Practice, PLLC will provide oversight of the Kalamazoo County Jail for medical purposes for the inmate population.

PROCUREMENT INFORMATION:

N/A

CONTACT PERSON:

<u>NAME</u>	<u>TITLE</u>	<u>PHONE NUMBER</u>
Amy Price	Captain/Jail Administrator	269-385-6138



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: 12/19/2017

DEPARTMENT: Sheriff's Office

PREPARED BY: Terra Mickolatcher, Financial Administrator

SUBJECT: Approve the 2018 Police Protection Contracts for
Oshtemo Township

SPECIFIC ACTION REQUESTED:

Approve the 2018 Police Protection Contracts for Oshtemo Township

DESCRIPTION OF ACTION (dollar amount, purpose):

Oshtemo Township contractual amount: \$1,182,936.00

TIME FRAME OF ACTION:

Immediate

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

Local

NEW OR RENEWAL:

Renewal

ANY OTHER PERTINENT INFORMATION:

Oshtemo Township contract will provide the following: five (5) full-time patrol officers, one (1) full-time traffic enforcement officer, one (1) full-time Community Deputy, one (1) full-time Sergeant, and one (1) full-time Lieutenant. Total of nine (9) full-time police officers.

PROCUREMENT INFORMATION:

N/A

CONTACT PERSON:

<u>NAME</u>	<u>TITLE</u>	<u>PHONE NUMBER</u>
Terra Mickolatcher	Financial Administrator	383-8763



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: December 19, 2017
DEPARTMENT: Michigan Works! Southwest – W.E. Upjohn Institute
PREPARED BY: Amy Meyers
SUBJECT: Clemens Food Group Project

SPECIFIC ACTION REQUESTED:

Review and approval of Clemens Food Group Project grant extension to June 30, 2018.

The original end date of the award was January 31, 2018.

DESCRIPTION OF ACTION (dollar amount, purpose):

This grant, with a start date of February 7, 2017, awarded Michigan Works! Southwest \$325,000 in funding to assist Clemens Food Group, (CFG) a sixth-generation family owned company based out of Hatfield, Pennsylvania that has been in operation for over 120 years, that expanded into Coldwater, Michigan, a community in Branch County, in the Michigan Works! Southwest Area.

The award allowed for a team of individuals to be hired to provide staff and support dedicated solely to Clemens' recruitment and hiring process, and since the announcement of their expansion, 974 individuals have been hired and trained, and the facility opened for operation on September 4, 2017. The hired team also works with local employers to address hiring needs they have, as a result of the mass hiring by Clemens Food Group.

Since their grand opening, Clemens Food Group has experienced a 16% turnover rate of their current workforce, which is projected to continually increase. Michigan Works! Southwest staff continue to provide ongoing assistance and support to their human resources team in the recruiting and hiring process to fill the gaps caused by this turnover, and the extended date allows for this ongoing support.

In addition to the ongoing services to be provided to Clemens Food Group this extension allows additional Business Services to be provided to all local employers. The continued goals of this funding are to assist Clemens Food Group in filling their ongoing hiring needs to address the turnover and work strategically with other local employers backfilling positions of individuals who have moved along their individual career pathways to fill positions at Clemens Food Group.

TIME FRAME OF ACTION:

February 7, 2017 through June 30, 2018

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

Federal: Workforce Innovation and Opportunity Act

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)

With original award, staff were hired, on contract, to fulfill the obligations of the grant.

NEW OR RENEWAL:

New

ANY OTHER PERTINENT INFORMATION:

See attached Statement of Activity for additional information.

PROCUREMENT INFORMATION: N/A

(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>
Amy Meyers	Policy and Planning Manager	269.385.0414



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

MEMORANDUM

TO: Board of Commissioners
FROM: Dina Sutton
DATE: December 7, 2017
RE: Appointments to Various Advisory Boards

For consideration at your December 19, 2017 Board meeting the Board Appointment Committee is recommending the following appointments:

- ✚ Southcentral Michigan Planning Council
 - Mark Reynolds to assume a term expiring 12/31/20
 - Dusty Farmer to assume a term expiring 12/31/19
- ✚ Fair Council:
 - Marilyn Kritzman to a term expiring 9/30/20
 - Reappoint Ruth DeBoer to a term expiring 9/30/20
- ✚ Animal Services & Enforcement
 - Debra Wall for a term expiring 12/31/20
 - Aaron Winters for a term expiring 12/31/20
- ✚ Parks & Recreation Commission
 - Matt Lechel for a term expiring 12/31/20
 - Thomas Matterson for a term expiring 12/31/20
- ✚ Sewage & Water Board
 - George Kibler for a term expiring 12/31/20
 - Rod Carrol for a term expiring 12/31/20

Thank you for your consideration.

OFFICE OF THE ADMINISTRATOR

201 West Kalamazoo Avenue | Kalamazoo, MI 49007

Phone: 269.384.8111 | www.kalcounty.com

Dina P. Sutton

From: Julie M. Rogers
Sent: Wednesday, December 06, 2017 9:09 PM
To: Dina P. Sutton
Subject: Re: Ruth DeBoer's attendance records for Fair Council

Please include this in the boc packet next meeting.

Thanks

Julie

Sent from my iPhone

On Dec 4, 2017, at 1:57 PM, Dina P. Sutton <dpsutt@kalamazoo.com> wrote:

Ruth DeBoer
2017 8 meetings / 6 attended
2016 8 meetings / 7 attended
2015 12 meetings / 9 attended

Dina Sutton/Administrator's Executive Coordinator
201 West Kalamazoo Avenue | Kalamazoo, MI 49007
Phone: 269.383.8650 | www.kalamazoo.com
<image001.jpg>



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

DATE: December 19, 2017

TO: Kalamazoo County Board of Commissioners

FROM: Michael Seals, Commissioner / Dispatch Authority Primary Representative
Tracie Moored, County Administrator

SUBJECT: Recommendation to Approve Second Amendment to the Kalamazoo County Consolidated Dispatch Authority Inter-local Agreement and Approval of an Agreement with Peninsula Fiber Network

There are two items related to Kalamazoo County Consolidated Dispatch Authority (KCCDA) on the Consent Agenda for this evening.

- ✚ The first item being the second Amendment to the KCCDA Inter-local Agreement. The County has committed to \$7.57M total over the next five years to facilitate dispatch until a permanent revenue source is developed. The Dispatch Authority has been trying to develop the most cost effective way to obtain a loan to broker the capital requirements which are necessary for upfront costs. Many models and options have been explored by the Dispatch Director, the Finance Committee and the Executive Authority. The most effective option is to accelerate the payment agreement of the service providers. An Amendment to the original commitment and agreement is on the consent agenda for the Board meeting. The amendment will realign the payment structure of the \$7.57M. This will outline paying a larger amount upfront in 2018 and reducing payment on the backend. We will be paying the same amount overall. This agreement will be modified in the same manner for Portage and WMU as well. The City will be bonding for their allocation upfront this year and Kalamazoo Township will remain consistent in their original payment schedule. Approval of all five service providers must occur to adopt the amendment. We have worked through our cash flow needs with Treasurer Balkema and will amend the agreements and our budget to accommodate this need to allow success of the consolidation. This initial allocation will come from fund balance and be replenished in year five.

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- ✦ The second item on consent is a request from the Consolidated Dispatch Authority and the Consolidated Dispatch Technical Advisory Sub-Committee. This is an Agreement with Peninsula Fiber Network to provide Emergency 911 services (E911). Mr. Jeff Troyer, Consolidated Dispatch Director, will also outline this agreement at the Committee of the Whole and will be available for questions.