

KENT COUNTY BOARD OF COMMISSIONERS

*Thursday, June 26, 2003
Administration Building - Room 310*

Meeting called to order at 8:30 a.m. by Vice Chair Roger Morgan.

Present: Commissioners Agee, Boelema, Bulkowski, Hiddema, Koorndyk, Kuipers, Mast, Mayhue, Morgan, Postmus, Rolls, Tanis, VanderMolen, Vaughn, Voorhees – 15.

Absent: Horton, Vonk, Wahlfield, Chair Morren - 4 (Excused).

Invocation: Commissioner Mast gave the invocation.
The Pledge of Allegiance followed.

PUBLIC COMMENT

Candace Cowling, 1362 Buth Drive, Comstock Park – As Executive Director of the Child & Family Resource Council, she urged Commissioners to adopt the resolution awarding the contract to provide primary prevention family support services that is on the agenda today.

CONSENT AGENDA

- a) Approval of the Minutes of June 12, 2003 Meeting
- b) June 17, 2003 Finance Committee Meeting Minutes
(Reports of Claims and Allowances)
- c) Resolutions:

6-26-03-78 – ACCEPT DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
GRANT / COMMUNITY DEVELOPMENT

WHEREAS, the US Department of Housing and Urban Development (HUD) has annually funded 100% of the salary and fringe benefits for the County's two Family Self-Sufficiency (FSS) Coordinator positions; and

WHEREAS, the FSS Coordinator positions provide guidance and referrals to remove barriers to employment or increased employability that are encountered by those families receiving a rental subsidy pursuant to the Section 8 Housing Choice Voucher Program; and

WHEREAS, the existing FSS caseload is currently 148 families; and

WHEREAS, in the event grant funding is eliminated or decreased, the positions will be eliminated unless continuation funding is approved pursuant to the Fiscal Policy on Grants.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners approves the Community Development Department's request to accept a grant from the Department of Housing and Urban Development.

6-26-03-79 – ACCEPT A STATE DOMESTIC PREPAREDNESS EQUIPMENT GRANT / SHERIFF

WHEREAS, the Michigan Department of State Police has federal funds available for a Fiscal Year 2003 Domestic Preparedness Equipment Grant Program; and

WHEREAS, based on the 2000 threats and capability study, jurisdictions within Kent County will receive a combined grant award of \$190,118 to purchase personal protective equipment, detection, HAZMAT, communications, and other grant approved equipment; and WHEREAS, a detailed equipment list will be prepared, based on the needs of the emergency response community and the threats and capability assessment, by June 30, 2003; and

WHEREAS, the State will, on behalf of all the local jurisdictions, make all purchases and disburse all funds to the vendors; and

WHEREAS, later this year the State, as condition of receiving federal funding, requires that a new community threats and capability assessment be prepared for all jurisdictions within Kent County; and

WHEREAS, the date of the grant award is July 15, 2003.

NOW, THEREFORE, BE IT RESOLVED, that the Kent County Board of Commissioners accepts a State Domestic Preparedness Equipment Grant from the Michigan Department of State Police; and

BE IT FURTHER RESOLVED, that the Kent County Board of Commissioners authorizes the County Administrator/Controller to sign all grant documents; and

BE IT FURTHER RESOLVED, that the \$190,118 be appropriated to the 2003 Sheriff Department budget.

6-26-03-80 – APPROVE CONTRACT WITH KENT COUNTY FAMILY INDEPENDENCE AGENCY AND AUTHORIZE BOARD CHAIR TO SIGN / COMMUNITY DEVELOPMENT

WHEREAS, HUD requires entities seeking funds for homelessness activities to prepare a Continuum of Care strategy detailing the needs and proposed responses to those needs as the basis of any funding application; and

WHEREAS, since December 1, 1999, a staff position at The Salvation Army has been responsible for providing the coordination and consultation needed to develop and write the Continuum of Care strategy; and

WHEREAS, this process involves more than 70 support service agencies, shelter providers and interested local government agencies; and

WHEREAS, needs and proposed responses are determined and ranked then the actual Continuum of Care strategy is written, reviewed, agreed upon and used as the basis for an annual funding application; and

WHEREAS, because the problems associated with homelessness would most likely increase in severity if funding from HUD was curtailed or lost, the KCFIA agreed to act in a fiduciary capacity to collect the funds needed to cost-share a staff position at The Salvation Army to provide the staff resource needed to develop and write the Continuum of Care strategy; and

WHEREAS, in addition to the \$7,500 of Kent County's Shelter Plus Care funds, the KCFIA will collect \$25,000 from the City of Grand Rapids and utilize a portion of the Current Unmet Needs funds allocated to the KCFIA by Kent County, creating the total needed to cover the continuing salary and fringe benefit costs of this position at The Salvation Army for a fourth year; and

WHEREAS, contracts (effective December 1, 1999 through November 30, 2000, December 1, 2000 through November 30, 2001, and December 1, 2001 through November 30, 2002) have previously been approved by the Kent County Board of Commissioners to annually use \$7,500 of its Shelter Plus Care administrative funds to partially fund the position at The Salvation Army.

NOW, THEREFORE, BE IT RESOLVED, that the Kent County Board of Commissioners approves Community Development's request to contract with Kent County Family Independence Agency; and

BE IT FURTHER RESOLVED, that the Kent County Board of Commissioners authorizes the Board Chair to sign the agreement.

6-26-03-81 – SILVER CREEK DRAIN REFUNDING BONDS, SERIES 2003 / DRAIN COMMISSIONER

WHEREAS, the Silver Creek Drainage District previously has issued its Silver Creek Drain Bonds, Series 1993 dated December 1, 1993 in the principal amount of \$3,400,000 (the "1993 Bonds"), and its Silver Creek Drain Bonds, Series 1995 dated July 1, 1995 in the principal amount of \$4,500,000 (the "1995 Bonds" and together with the 1993 Bonds, the "Prior Bonds"), in anticipation of the collections of the installments of special assessments against the City of East Grand Rapids and the City of Grand Rapids, and this Board of Commissioners has pledged the full faith and credit of the County of Kent for the prompt payment of the principal of and interest on each series of the Prior Bonds; and

WHEREAS, the Drainage Board for the Silver Creek Drain, by resolution adopted on June 17, 2003, has authorized and provided for the issuance by the Silver Creek Drainage District of its Silver Creek Drain Refunding Bonds, Series 2003 (the "Refunding Bonds") in the aggregate principal amount of not to exceed \$5,700,000 to refund all or part of the callable Prior Bonds; and

WHEREAS, the Refunding Bonds will be dated as of such date, will bear interest at such rates not to exceed 6% per annum, will be in the aggregate principal amount, will mature in such years and principal amounts, and will be subject to redemption prior to maturity as shall be determined by the Drainage Board at the time of sale; and

WHEREAS, the Drainage Board deems it advisable and necessary to obtain from this Board a resolution consenting to the pledge of the full faith and credit of the County of Kent on the Refunding Bonds; and

WHEREAS, it is in the best interest of the County of Kent that the Refunding Bonds be sold in order to achieve debt service savings for the City of East Grand Rapids and the City of Grand Rapids.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF KENT:

1. Pursuant to the authorization provided in Section 474 of the Drain Code of 1956, as amended, the Board of Commissioners does hereby irrevocably pledge the full faith and credit of the County of Kent for the prompt payment of the principal of and interest on the Refunding Bonds, and does agree that in the event that the City of East Grand Rapids and/or the City of Grand Rapids shall fail or neglect to account to the County Treasurer of the County of Kent for the amount of any special assessment installment and interest, when due, then the amount thereof shall be immediately advanced from County funds, and the County Treasurer is directed to immediately make such advancement to the extent necessary.

2. In the event that, pursuant to the pledge of full faith and credit, the County of Kent advances out of County funds, all or any part of a special assessment installment and interest, it shall be the duty of the County Treasurer, for and on behalf of the County of Kent, to take all actions and proceedings and pursue all remedies permitted or authorized by law for the reimbursement of such sums so paid.

3. If necessary, the County Treasurer is authorized and directed to file with the Michigan Department of Treasury on behalf of the County an Application for State Treasurer's Approval to Issue Bonds with respect to the Refunding Bonds.

4. The County Treasurer is authorized to approve the circulation of a preliminary and final official statement for the Refunding Bonds, to cause the preparation of those portions of the preliminary and final official statement that pertain to the County, and to do all other things necessary for compliance with Rule 15c2-12 issued under the Securities Exchange Act of 1934, as amended (the "Rule"). The County Treasurer is authorized to execute and deliver such certificates and to do all other things that are necessary to effectuate the sale and delivery of the Refunding Bonds.

5. The County Treasurer is hereby authorized to execute and deliver in the name and on behalf of the County (i) a certificate of the County to comply with the requirements for a continuing disclosure undertaking of the County pursuant to subsection (b)(5) of the Rule and (ii) amendments to such certificate from time to time in accordance with the terms of such certificate (the certificate and any amendments thereto are collectively referred to herein as the "Continuing Disclosure Certificate"). The County hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate. The remedies for any failure of the County to comply with and carry out the provisions of the Continuing Disclosure Certificate shall be as set forth therein.

6. All resolutions and part of resolutions, insofar as the same may be in conflict with the provisions of this resolution, be and the same hereby are rescinded.

6-26-03-82 – ACCEPT A SUPPLEMENTAL FUNDS GRANT AND AMEND BUDGET –
DOMESTIC PREPAREDNESS / SHERIFF

WHEREAS, the Michigan Department of State Police has pass through funds available from a federal Fiscal Year 2002 Supplemental Funds Grant Program; and

WHEREAS, the objective of the program is to provide financial assistance to local governments in updating their Emergency Operations Plan for all hazards with special emphasis on Weapons of Mass Destruction terrorism preparedness; and
WHEREAS, the Sheriff's Department is proposing to use part of these funds (\$18,000) to pay for overtime, travel cost, equipment, and development of an Incident Command Protocol; and
WHEREAS, the remainder of these funds (\$16,084) will be passed through to Kent County Emergency Medical Services, Inc. to assist in the development of the community Metropolitan Medical Response System; and

WHEREAS, the deadline for submission the grant was April 15, 2003.

NOW, THEREFORE, BE IT RESOLVED, that the Kent County Board of Commissioners approves the Sheriff Department's request to accept a Supplemental Funds Grant; and

BE IT FURTHER RESOLVED, that the Kent County Board of Commissioners authorizes the County Administrator/Controller to sign all grant documents; and

BE IT FURTHER RESOLVED, that the Kent County Board of Commissioners hereby appropriates \$34,084 in grant fund revenues from the Michigan Department of State Police to the 2003 Special Projects – Domestic Preparedness Equipment, contingent upon award and execution of a contract.

6-26-03-83 – ZOOLOGICAL INFORMATION MANAGEMENT SYSTEM / ZOO

WHEREAS, the American Zoological and Aquarium Association (AZA) is requesting member organizations pay a voluntary assessment for development of a new, computerized animal records system for zoos and aquariums known as the Zoological Information Management System (ZIMS); and

WHEREAS, upon completion, ZIMS will be available for members to purchase; and

WHEREAS, the current animal records system is cumbersome, lacks critical functionality and does not have the ability to record basic data in some instances; and

WHEREAS, CIP project #9427 – Flamingo Pond Renovation Project has a current balance of \$61,000; and

WHEREAS, work on the Flamingo Pond Renovation Project has been indefinitely delayed while the County resolves issues related to expansion of the John Ball Zoological Garden and possible construction of a new wildlife park.

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners hereby de obligates the \$61,000 appropriation to CIP Project #9427 – Zoo Flamingo Pond Renovation Project and approves the transfer of \$61,000 to General Fund Undesignated/Unreserved Fund Balance; and

BE IT FURTHER RESOLVED, that the Board of Commissioners approves the appropriation of \$30,000 to the John Ball Zoological General Fund operating budget for the ZIMS development effort.

Motion by Commissioner Mast, supported by Commissioner Postmus, to approve the consent agenda items.

Motion carried:

Yeas: Kuipers, Koorndyk, Vaughn, Mayhue, Bulkowski, Postmus, VanderMolen, Mast, Agee, Voorhees, Boelema, Hiddema, Tanis, Rolls, Vice Chair Morgan - 15.

Nays: 0.

RESOLUTIONS

6-26-03-84 – PREVENTION INITIATIVE – PRIMARY PREVENTION FAMILY SUPPORT SERVICE EXPANSION / ADMINISTRATOR’S OFFICE

WHEREAS, on October 24, 2002, the Board created the Prevention Programming and Evaluation Fund to be used to implement the County’s Prevention Initiative. The funding plan for the Initiative included funding for primary prevention and family support services of \$400,000 for 2003, and \$800,000 annually thereafter; and

WHEREAS, proposals for primary prevention family support service expansion were received from two organizations. The Kent County Family and Children’s Coordinating Council (KCFCCC) was asked to review the proposals and to make recommendations for specific funding allocations. In reviewing the proposals, the Council noted that Healthy Start provides a more comprehensive array of services, which more closely match the requirements of the Prevention Initiative, whereas Bright Beginnings has more of a school-readiness focus. The Council found that both services are important components of a continuum of services, and can complement one another; and

WHEREAS, the Council recommends that the Board of Commissioners award the full amount of Kent County Prevention Initiative funds allocated for primary prevention family support services (\$400,000 this year and \$800,000 annually in subsequent years) to the Child and Family Resource Council (CFRC) for the Healthy Start program with the provision that CFRC will be required to enter into negotiations with the goal of subcontracting with Kent ISD to link Healthy Start with Bright Beginnings.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby awards a 2 1/2-year contract to the Child and Family Resource Council (CFRC) to provide primary prevention family support services, as recommended by the Kent County Family and Children’s Coordinating Council.

Motion by Commissioner Boelema, supported by Commissioner Mast, that the resolution be adopted.

Motion carried:

Yeas: Kuipers, Koorndyk, Vaughn, Mayhue, Bulkowski, Postmus, VanderMolen, Mast, Agee, Boelema, Hiddema, Tanis, Rolls, Vice Chair Morgan - 14.

Nays: Voorhees – 1.

6-26-03-85 – PURCHASE OF PROPERTY AT 1526 BRADFORD STREET NE / FACILITIES MANAGEMENT

WHEREAS, in accordance with its 10-Year on-going Development Plan, the County actively seeks to acquire parcels adjacent to the Kent County Correctional Facility Complex on the south side of Bradford Street NE, when such parcels become available; and

WHEREAS, a qualifying parcel at 1526 Bradford Street NE was recently placed on the market; and

WHEREAS, on June 3, 2003, the County made an offer on the parcel to secure it until such time as the Board of Commissioners could consider the purchase; and

WHEREAS, the County's purchase price for the parcel is \$44,800, two times the state equalized valuation in accordance with past practice; and

WHEREAS, the Facilities Management Department recommends purchase of the parcel.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby purchases the above-described property, and that the Chair of the Board of Commissioners, or the Vice-Chair in his absence, be authorized to sign any documents necessary to complete the purchase; and

BE IT FURTHER RESOLVED, to appropriate \$44,800 from the unreserved, undesignated General Fund balance to the 2003 Capital Improvement Program (CIP) fund.

Motion by Commissioner Tanis, supported by Commissioner Koorndyk, that the resolution be adopted.

Motion carried:

Yeas: Kuipers, Koorndyk, Vaughn, Mayhue, Bulkowski, Postmus, VanderMolen, Mast, Agee, Voorhees, Boelema, Hiddema, Tanis, Rolls, Vice Chair Morgan - 15.

Nays: 0.

6-26-03-86 – RESOLUTION AUTHORIZING FILING AN AMENDED BOND APPLICATION WITH THE MICHIGAN DEPARTMENT OF TREASURY – DEVOS PLACE / FISCAL SERVICES

WHEREAS, the Board of Commissioners (the "Board") of the County of Kent, Michigan (the "County"), previously agreed to assist with the issuance of a \$5,000,000 bond issue (the "Initial Bonds") to be issued by the City-County Building Authority (the "Building Authority") the proceeds of which will be used towards the completion of Phase 4 of the improvement, expansion and renovation of DeVos Place (the "Project"); and

WHEREAS, the Initial Bonds are to be secured in the first instance by a limited full faith and credit pledge of the County, and to be paid for by tax increment revenues of the Downtown Development Authority of the City of Grand Rapids, the payment of which will be guaranteed by the City of Grand Rapids; and

WHEREAS, the Board previously adopted resolution 3-27-03-47 on March 27, 2003 (the "Prior Resolution"), authorizing the filing of an Application for State Treasurer's Approval to Issue Long-Term Securities (the "Application") with the Michigan Department of Treasury ("Treasury") in order to receive an order of approval for the Building Authority to issue the Initial Bonds in an amount not to exceed \$5,000,000; and

WHEREAS, the Board previously adopted resolution 9-12-02-127 on September 12, 2002, agreeing to contribute \$5,000,000 for completion of Phase 4 of the Project; and

WHEREAS, the County initially intended to provide this additional amount in cash, but now has determined to provide such amount through the issuance of bonds by the City-County Building Authority (the "Additional Bonds") to be secured by the limited full faith and credit pledge of the County; and

WHEREAS, it is necessary to amend the Prior Resolution to authorize filing an Application with Treasury in an amount not to exceed \$10,000,000 as required by Act 34 of the Public Acts of Michigan of 2001, as amended, MCL 141.2101 et seq.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Kent, Michigan:

1. That the Prior Resolution is amended to authorize and direct the County Administrator or Fiscal Services Director of the County to file an Application with Treasury in order to obtain an order of approval for the Building Authority to issue the Initial Bonds and the Additional Bonds in a total amount not to exceed \$10,000,000 to be used for Phase 4 of the Project.

2. That all resolutions and parts of resolutions, including the Prior Resolution, insofar as they conflict with the provisions of this resolution be, and the same are, rescinded.

Motion by Commissioner Voorhees, supported by Commissioner Mast, that the resolution be adopted.

Motion carried:

Yeas: Kuipers, Koorndyk, Vaughn, Mayhue, Bulkowski, Postmus, VanderMolen, Mast, Agee, Voorhees, Boelema, Hiddema, Tanis, Rolls, Vice Chair Morgan - 15.

Nays: 0.

6-26-03-87 – STAFFING FOR KENT COUNTY EMPLOYEES’ RETIREMENT SYSTEM / HUMAN RESOURCES

WHEREAS, the Pension Plan has experienced a 37 percent increase in retirees since 1996; and

WHEREAS, the administration of the Plan requires a fully dedicated staff to ensure proper management and to provide quality service to 950 retirees and 2,050 current employees. The Human Resources staff currently spends a significant amount of time to administer the Plan; and

WHEREAS, a Pension Plan Administrator would oversee and manage the Plan to comply with federal, state and local regulations and would be accountable for Plan assets and day to day activities; and a Human Resource Specialist II would provide assistance regarding proper payment of benefits to qualified retirees, beneficiaries, and support services for Plan participants; and

WHEREAS, comprehensive pension administration objectives are not being met, such as audits of active employee accounts/deductions, retiree payments, trust agency, managers, consultant, and/or actuary; education programs for active employees and retirees; consistent communication/ coordination with the trust agency, the consultant, the actuary, attorney and the Pension Board; plan document updates to accommodate the needs of twelve bargaining units, Elected Officials and Management Pay Plan employees; and

WHEREAS, according to the Michigan Association of Public Employee Retirement Systems (MAPERS) 77 percent of pension funds over \$250 million have a dedicated Plan Administrator; and

WHEREAS, the annual cost of wages and fringes for the two positions is \$134,011 and would be paid for through the Kent County Employees’ Retirement System; and

WHEREAS, \$60,000 annually has been appropriated from the Kent County Employees' Retirement System to the Human Resources Department to defray some expenses related to pension administration; and

WHEREAS, the Pension Board concurs with this recommendation.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby approves creating and adding one full-time Pension Administrator position (MPP 26) and adding one full-time Human Resources Specialist II position (MPP 21) to administer the Kent County Employees' Retirement System; and

BE IT FURTHER RESOLVED that in addition to the annual \$60,000 appropriation to help defray support staff costs, \$151,161 be accepted from the Kent County Employees' Retirement System and appropriated to the Human Resources Budget to cover the costs associated with the two positions (\$134,011 for salary and benefits and \$17,150 for two work stations and office equipment).

Motion by Commissioner Postmus, supported by Commissioner Koorndyk, that the resolution be adopted.

Motion carried:

Yeas: Kuipers, Koorndyk, Vaughn, Mayhue, Bulkowski, Postmus, VanderMolen, Mast, Agee, Voorhees, Boelema, Hiddema, Tanis, Rolls, Vice Chair Morgan - 15.

Nays: 0.

REPORTS

Standing Rules Subcommittee

Commissioner Postmus stated that the Standing Rules Subcommittee met and that language will be coming to the Board regarding Commissioners asking for contributions at a Board meeting.

Board Size Subcommittee

Commissioner Koorndyk said that the subcommittee will present its recommendation to the Legislative Committee on July 8 and to the full Board on July 24.

Airport

Commissioner Agee stated that the Board had approved up to eight additional security officers at the airport, but that only four will be needed. Staff has been delighted with the quantity and quality of the applications that have been received.

The airport had a very successful 5K Run last Saturday, where approximately 1,000 runners participated and there will be a plane pull on August 16th.

MISCELLANEOUS

Clarification

Commissioner Koorndyk clarified comments mentioned earlier in the meeting with regard to the missing child who was lost from Protective Services. The agency handling this is the Family Independence Agency, a state agency, not a county agency.

Legislative Conference

Commissioner Mayhue commended Commissioner Koorndyk, Chair of the Legislative Committee, for his participation in a legislative conference with area legislators. Commissioner Mayhue attended the conference and said it was a very good and fruitful meeting.

Report to Board

Commissioner Mast stated that he appreciated Administrator Delabbio's memo detailing the County's fiscal situation.

Introduction

Commissioner Rolls introduced his father, visiting today from Florida.

Sympathy

Commissioner Kuipers thanked Commissioners, elected officials and staff for their expressions of sympathy on the recent passing of his mother.

ADJOURNMENT

At 8:49 a.m., Commissioner Mast moved to adjourn, subject to the call of the Chair, and to Thursday, July 10, 2003, Room 310, County Administration Building, at 8:30 a.m., for an Official Meeting. Seconded by Commissioner Vaughn. Motion carried.

Roger Morgan, Vice Chair

Mary Hollinrake, County Clerk