

## KENT COUNTY BOARD OF COMMISSIONERS

Thursday, July 27, 2006

Administration Building - Room 310

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

Present: Commissioners Agee, Boelema, Bulkowski, Hiddema, Horton, Klein, Koorndyk, Mast, Mayhue, Morren, Postmus, Tanis, Vander Molen, Vaughn, Vonk, Voorhees, Wahlfield, Chair Morgan – 18.

Absent: Rolls – 1 (Excused).

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

### PUBLIC COMMENT

1. Sally Borghese, 648 Lamoreaux Dr NW, Comstock Park - Is an advocate for child protection services reform.
2. Mona Sallie, 2321 Kent Blvd., Grand Rapids – Her mother, Annie Mae Sallie, was an unsung hero for her community activism, along with others, for starting the Henry Street School PTA, neighborhood block parties, police community relations, parent-student talent shows, etc. That is just one of the reasons that her family has continued to appear before the Board. However, the family has agreed to discontinue appearing before the Board, and “let God have his way with the situation.”
3. Kristi Sallie, 2321 Kent Blvd., Grand Rapids – Mentioned inaccuracies she believes appeared  
in a statement read by the Board Chair, to the Sallie Family during Public Comment, at the June 8, 2006 Commission meeting.

### SPECIAL ORDER OF BUSINESS

#### GFOA 2006 Distinguished Budget Presentation Award

Bob White, Fiscal Services Director, presented Chair Morgan with the Distinguished Budget Presentation Award by the Government Finance Officers Association, for the Fiscal Year 2006 Budget. Kent County has received this award for the past four consecutive years.

#### Kent District Library Annual Report

Martha Smart, Director of the Kent District Library (KDL), reviewed the 2005 Annual Report (copy on file in the Office of the County Clerk). The KDL encompasses 18 branches and a service center. Its website ([www.kdl.org](http://www.kdl.org)) received 25 million hits in 2005, visitors to the libraries totaled 2.6 million, the summer reading club is the largest in the State and it presently employs 195.

#### MAC Update

Commissioner Mast gave an update on MAC (Michigan Association of Counties) and announced that he will seek re-election to the Board of Directors in the Fall.

### CONSENT AGENDA

- a) Approval of the Minutes of June 22, 2006 Meeting & Work Session and July 13, 2006 Work Session
- b) June 20 & July 18, 2006 Finance Committee Meeting Minutes (Reports of Claims and Allowances)
- c) BDO Seidman Audit Report – Receive and File
- d) Resolutions:

#### 7-27-06-64 – FEE SCHEDULE AND SIDWELL CONTRACT RENEWAL / BUREAU OF EQUALIZATION

WHEREAS, Public Act 462 of 1996 (Enhanced Access to Public Records Act), as amended, authorizes the County to charge a reasonable fee for access to various map products; and

WHEREAS, as required by County Fiscal Policy – Fees and Charges, departments are required to review their fees and charges annually and to forward recommend changes to the Board of Commissioners as part of the budget process; and

WHEREAS, the current fee schedule for the Bureau of Equalization was approved in 2003. The Bureau of Equalization is recommending one change to that schedule, bringing the charge more in line with the time spent and other fees for similar products. If approved, the changes would be effective August 1, 2006; and

WHEREAS, the County has also contracted with the Sidwell Company for approximately 30 years for the production of half-size atlases that Sidwell leases to an estimated 70 institutional clients in Kent County. Sidwell pays the County a royalty for their limited use of the map for lease sales. The current contract terminated in September 2005; and

WHEREAS, Bureau of Equalization staff is recommending that the contract be renewed for an additional two year period, after which time it is anticipated that the County will be able to provide access to the maps through its GIS system.

The proposed contract increases the County royalty fee paid by Sidwell from 10 to 20 percent, and also increases the number of free atlas licenses provided to the Bureau for staff use.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby approves adjustments in the Equalization Department fee schedule; and

BE IT FURTHER RESOLVED that the Board approves the contract agreement with The Sidwell Company for sales and marketing of Kent County tax maps.

#### 7-27-06-65 – NEW FISCAL POLICY GOVERNING ELECTRONIC TRANSFER OF PUBLIC

##### FUNDS / FISCAL SERVICES

WHEREAS, PA 738 of 2002 requires the adoption of a policy regarding the electronic transfer of public funds; and

WHEREAS, a staff team consisting of Ken Parrish (County Treasurer), Steve Duarte (Deputy Director of Fiscal Services), and Robert White (Fiscal Service Director) prepared the proposed policy; and

WHEREAS, this policy governs the use of electronic funds transfer by County staff in day to day operations; and

WHEREAS, the policy further defines respective responsibilities for utilization of same and recordkeeping responsibilities between the County Treasurer's Office and Fiscal Services Department.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners approves a new Fiscal Policy governing the use of electronic transfer of public funds.

Motion by Commissioner Klein, seconded by Commissioner Agee, to approve the consent agenda items.

Motion carried:

Yeas: Vonk, Wahlfield, Horton, Tanis, Hiddema, Boelema, Voorhees, Morren, Agee, Mast, Vander Molen, Postmus, Bulkowski, Mayhue, Vaughn, Koorndyk, Klein, Chair Morgan  
– 18.

Nays: 0.

## RESOLUTIONS

### 7-27-06-66 – EXTENSION OF KENT COUNTY CENTRAL DISPATCH AGREEMENT AND APPROVAL OF AMENDED AND RESTATED AGREEMENT / ADMINISTRATOR'S OFFICE

WHEREAS, in May 2005 the County and the cities of Grandville, Walker and Wyoming entered into an agreement to create the Kent County Central Dispatch Authority (KCCDA) with an interim administrative policy board to make a recommendation regarding a move forward plan for central dispatch functions for Kent County; and

WHEREAS, at the June 22, 2006, work session, the KCCDA interim board presented its findings and recommendations to the Board of Commissioners. The recommendation to move forward with the formal Authority were predicated on 1) formalizing the board and participation in the Authority by all municipalities with primary dispatch centers, including the City of Grand Rapids; 2) a focus on technology initiatives to integrate dispatch operations but not centralizing all dispatch operations into one center; and 3) the use of a wire line telephone operational surcharge of up to four percent to fund Authority initiatives; and

WHEREAS, by its terms, the current KCCDA Agreement will expire on August 31, 2006; and

WHEREAS, the interim KCCDA board is recommending the current participating municipalities extend the existing Agreement until November 14, 2006, the deadline for all municipalities to approve the amended and restated Agreement and join the Authority; and

WHEREAS, the amended and restated agreement has been reviewed and approved as to form by Corporate Counsel.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners

hereby extends the existing Kent County Central Dispatch Authority Agreement until November 14, 2006; and

BE IT FURTHER RESOLVED that the Board of Commissioners approves the amended and restated KCCDA Agreement subject to the approval of the City Commissions of Grand Rapids, Grandville, Walker and Wyoming.

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

Motion carried by voice vote.

7-27-06-67 – REAPPRAISAL SERVICES CONTRACT WITH CITY OF GRAND RAPIDS –  
NEW POSITIONS AND BUDGET APPROPRIATION / BUREAU OF  
EQUALIZATION

WHEREAS, the City of Grand Rapids is under a State mandate to perform a City-wide reappraisal, and has requested the County to perform the reappraisal of commercial and industrial properties, citing the County's extensive knowledge and experience in this area; and

WHEREAS, benefits to the County include obtaining current records on all city commercial/industrial parcels. Performing the work allows the County to ensure that valuation standards, equalization factors and final project costs comply with State law directly, eliminating the need for the County to do a separate verification/audit; and

WHEREAS, due to the relatively "soft" economy reducing the time Equalization staff is currently required to spend on sales and appraisal studies and the limited duration of the project, it is expected that the services of one FTE appraiser can be directed to the project. In order to complete the project in the 24-month timeframe, the Bureau of Equalization would be required to add two additional Appraiser III positions; and

WHEREAS, the proposed contract outlines the scope of work and the responsibilities of the two parties, and provides that all costs associated with the function will be paid for by the City of Grand Rapids. The annual cost of the contract (personnel, supplies, technology, copies and cost allocation) is estimated at \$251,455 annually, and \$8,514 in start-up costs.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby approves the contract with the City of Grand Rapids for Reappraisal Services, and adds two Appraiser III positions (UAW 26) to the Bureau of Equalization to accommodate the additional workload; and

BE IT FURTHER RESOLVED that the Board appropriates an additional \$130,173 to the 2006 budget to account for revenues and expenditures associated with the contract; and

BE IT FURTHER RESOLVED that in the event that contractual funding is discontinued or fails to fully support the positions, the positions will be eliminated.

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

Motion carried:

Yeas: Vonk, Wahlfield, Horton, Tanis, Hiddema, Boelema, Voorhees, Morren, Agee, Mast,

Vander Molen, Postmus, Bulkowski, Mayhue, Vaughn, Koorndyk, Klein, Chair Morgan  
– 18.

Nays: 0.

7-27-06-68 – SPLIT PROCESSING SERVICES CONTRACT WITH CITY OF GRAND  
RAPIDS – NEW POSITION AND BUDGET APPROPRIATION /  
BUREAU OF EQUALIZATION

WHEREAS, the City of Grand Rapids has requested the County to perform certain duties associated with land division activities historically performed by the City; and

WHEREAS, Equalization staff has determined that performing this function on behalf of the City will allow information to be received in a timely manner and provide greater customer service for property owners seeking to split parcels within the City; and

WHEREAS, the additional workload can be accommodated by the County with the addition of one .5 FTE Abstract Clerk II; and

WHEREAS, the proposed contract outlines the scope of work and the responsibilities of the two parties, and provides that all costs associated with the function will be paid for by the City of Grand Rapids. The annual cost of the contract (personnel, supplies, copies and cost allocation) is estimated at \$25,576 annually.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby approves the contract with the City of Grand Rapids for Reappraisal Services and adds a .5 FTE Abstract Clerk position (UAW 18) to the Bureau of Equalization to accommodate the additional workload; and

BE IT FURTHER RESOLVED that the Board appropriates an additional \$12,788 to the 2006 budget to account for revenues and expenditures associated with the contract; and

BE IT FURTHER RESOLVED that in the event contractual funding is discontinued or fails to fully support the position, the position will be eliminated.

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

Motion carried:

Yeas: Vonk, Wahlfield, Horton, Tanis, Hiddema, Boelema, Voorhees, Morren, Agee, Mast, Vander Molen, Postmus, Bulkowski, Mayhue, Vaughn, Koorndyk, Klein, Chair Morgan  
– 18.

Nays: 0.

7-27-06-69 – OPTION AGREEMENT WITH THE CITY OF GRAND RAPIDS FOR  
POTENTIAL PURCHASE OF PROPERTY FOR DHS RELOCATION /  
DEPARTMENT OF HUMAN SERVICES / ADMINISTRATOR'S OFFICE

WHEREAS, the County, the State of Michigan and the City of Grand Rapids have been working collaboratively to relocate the current Department of Human Services (DHS) offices from 415 Franklin Street to City-owned property at 121 Franklin Street and related parcels at 801 and 811 Jefferson Avenue either owned or available to the City; and

WHEREAS, the new facility will be developed on the assembled properties and would be designed, constructed, and financed by the County through the County Building

Authority for approximately \$27,000,000. The State would enter into a sub-lease with the County for the DHS portions of the new facility; and

WHEREAS, the facility would house DHS operations currently located at both 415 Franklin Street and at 28th Street in Cascade. The facility will also house the Area Community Service and Training Council (ACSET), Michigan Works offices, and the Kent County Health Clinic located at the Sheldon Complex. The City will convey to the County property located at 121 Franklin Street (4.3 acres) for the appraised value of \$1,445,250 and property located at 801 Jefferson Avenue (0.3) acres for the appraised value of \$20,450; and

WHEREAS, the City has informed the Grand Rapids Public Schools of the City's intent to exercise its right to purchase 811 Jefferson for the current appraised value of \$580,000.

The City will assign this right to the County and subsequently convey the property located at 811 Jefferson (1.3 acres) to the County simultaneously with the closing on the other subject parcels for the current appraised value of \$580,000; and

WHEREAS, the County's obligation to complete the transactions contemplated by the Option Agreement is contingent upon the execution of a sub-lease agreement with the State for the new DHS facility and Board approval to finance the construction of the facility. The proposed Agreement has been reviewed and approved by Corporate Counsel.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners approves the Option Agreement with the City of Grand Rapids for the purchase of City owned property located at 121 Franklin Street (Sheldon Complex) and at 801 Jefferson, and property currently owned by the Grand Rapids Public Schools located at 811 Jefferson.

Motion by Commissioner Vander Molen, supported by Commissioner Klein, that the resolution be adopted.

Motion carried by voice vote.

7-27-06-70 – APPROVAL OF CONTRACT FOR INFORMATION TECHNOLOGY SERVICES BETWEEN KENT COUNTY AND 61<sup>ST</sup> DISTRICT COURT / INFORMATION TECHNOLOGY

WHEREAS, the County maintains Information Technology services for its own internal uses and in its mission to serve the public; and

WHEREAS, the 61<sup>st</sup> District Court desires to utilize some of the Information Technology services maintained by the County for its own internal uses; and

WHEREAS, as the 61<sup>st</sup> District Court is a tenant in the County's Courthouse facility, located at 180 Ottawa Avenue NW, and there is a reasonable match between the Court's desires for services and the County's ability to provide them, the County agrees to provide some Information Technology services to the 61<sup>st</sup> District Court; and

WHEREAS, the contract will be for a term of eleven months, and the compensation payable to the County in FY 2006 consists of \$7,800 for a one-time start-up fee, \$6,694 per month for basic support services, and approximately \$7,500 per month for additional items requested by the Court on a per item basis; and

WHEREAS, projected expenses will not exceed projected revenues; and

WHEREAS, Linda Howell, Assistant Corporate Counsel, has reviewed and

approved the agreement.

NOW, THEREFORE, BE IT RESOLVED that the Kent County Board of Commissioners hereby approves an agreement with the 61<sup>st</sup> District Court whereby Kent County will provide certain information technology services to the Court; and to appropriate \$61,500 to the Information Technology General Fund budget for support services to be provided under the agreement.

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

Motion carried:

Yeas: Vonk, Wahlfield, Horton, Tanis, Hiddema, Boelema, Voorhees, Morren, Agee, Mast, Vander Molen, Postmus, Bulkowski, Mayhue, Vaughn, Koorndyk, Klein, Chair Morgan  
- 18.

Nays: 0.

7-27-06-71 – LAND ACQUISITION GRANT APPLICATION – CHIEF HAZY CLOUD

ADDITION / PARKS

WHEREAS, the parcel would provide 96 acres for inclusion in Chief Hazy Cloud Park and meets the 2003 Kent County Park, Recreation and Natural Areas Master Plan's priority of acquiring land adjacent to existing County park land and preserving unique property rich in natural resources in that the proposed parcel includes 1900 feet of Grand River frontage; and

WHEREAS, the estimated purchase price for purposes of the grant is \$1.5 million. The final purchase price will be determined using the DNR appraisal process required by the grant process. Grant funds may be applied to purchase 74 percent of the appraised price, resulting in a local share of \$390,000; and

WHEREAS, if the application is approved by the State, the acquisition with final price and funding proposal would still need to be brought to the Board of Commissioners; and

WHEREAS, deadline for the grant application is August 1, 2006.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby approves the submittal of a grant application to the DNR Trust Fund to fund the purchase of 96 acres of property for expansion of Chief Hazy Cloud Park in Ada Township.

Motion by Commissioner Voorhees, seconded by Commissioner Klein, that the resolution be adopted.

Motion carried:

Yeas: Vonk, Wahlfield, Horton, Tanis, Boelema, Voorhees, Morren, Agee, Mast, Vander Molen, Postmus, Bulkowski, Mayhue, Vaughn, Koorndyk, Klein, Chair Morgan  
- 17.

Nays: Hiddema - 1.

7-27-06-72 – PARKS ACQUISITION AND DEVELOPMENT APPROPRIATION / PARKS

WHEREAS, in the process of reconciling the acquisition list to the financial system, it was noted that the balance available in the account according to Parks and Administrative staff differed from the balance shown on the financial reports; and

WHEREAS, Fiscal Services has traced the cause of the discrepancy back to

activity in 2001, where the Board authorized the use of grant and County funds to purchase property in Caledonia Township but did not include language in the resolution specifically “appropriating” to the fund the non-County money. As a result, the fund’s overall spending authorization (expenditure budget) was never increased to accommodate the non-County dollars, and an amount equal to the non-County funds was “swept” back into the fund balance at fiscal year end; and

WHEREAS, the Uniform Budget Act requires that in order to expend the funds for Park Acquisition and Development as originally intended, they must be officially appropriated to the Parks Acquisition and Development Project within the CIP Budget.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners appropriates \$1,772,500 to the Parks Acquisition and Development Project from the Capital Improvement Program (CIP) fund balance.

Motion by Commissioner Vaughn, seconded by Commissioner Postmus, that the resolution be adopted.

Motion carried:

Yeas: Vonk, Wahlfield, Horton, Tanis, Hiddema, Boelema, Voorhees, Morren, Agee, Mast, Vander Molen, Postmus, Bulkowski, Mayhue, Vaughn, Koorndyk, Klein, Chair Morgan  
– 18.

Nays: 0.

## REPORTS

### Sports Commission Subcommittee

Commissioner Koorndyk reported that the Sports Commission Subcommittee will hold its first meeting on August 1<sup>st</sup> and he hopes to complete their work by September 30<sup>th</sup>.

### Transportation Subcommittee

Commissioner Vander Molen reported that information is being collected and the Transportation Subcommittee will meet after Labor Day.

## MISCELLANEOUS

### Senior Millage

Commissioner Postmus reminded everyone that the Senior Millage proposal will be on the August 8<sup>th</sup> ballot, and asked for their support.

### Senior Food Pantry

Commissioner Mayhue reported that as a result of the recent storm, the senior food pantry lost its perishable food reserve. His family has donated food items to the pantry and he challenged others to do likewise.

## ADJOURNMENT

At 9:18 a.m., Commissioner Klein moved to adjourn, subject to the call of the Chair, and to



Thursday, August 10, 2006, Room 310, County Administration Building, at 8:30 a.m., for an Official Meeting. Seconded by Commissioner Agee. Motion carried.

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Roger C. Morgan, Chair

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Mary Hollinrake, County Clerk