

FINANCE & PHYSICAL RESOURCES COMMITTEE MINUTES

Tuesday, August 15, 2006 - 7:30 a.m.
Board Room - County Administration Building

MEMBERS PRESENT: Chair Dan Koorndyk; Commissioners Jack Boelema, Gary Rolls, Tom Postmus, Art Tanis, Richard VanderMolen, James Vaughn, Harold Voorhees, and Fritz Wahlfield.

ALSO PRESENT: County Administrator Daryl Delabbio; Assistant Administrators Mary Swanson and Wayman Britt; Chair of the Board Roger Morgan; Commissioner Dick Bulkowski; Executive Assistant to the Board Jim Day; Civil Counsel Sherry Batzer; Legal Analyst Sangeeta Ghosh; Management Analysts Jennifer DeHaan, Darwin Baas, and Matthew VanZetten; Purchasing Manager Jon Denhof; Purchasing Supervisor Cal Brinks; Fiscal Services Director Bob White; Deputy Director of Fiscal Services Stephen Duarte; Budget Coordinator Marvin VanNortwick; Facilities Management Director Bob Mihos; Human Resources Director Donald Clack; Labor Relations Attorney Tom Drenth; Director of the Parks Department Roger Sabine; Chief Deputy at the Sheriff Department Tom Hillen; Director of Cooperative Extension Betty Blasé; Director of John Ball Zoological Garden Bert Vescolani; Representatives from John Ball Zoo Society; Superintendent of Detention James Bryant; Assistant Superintendent of Detention Matthew Fenske; and Senior Administrative Specialist Sandra Winchester.

NEWS MEDIA: Rick Wilson, Grand Rapids Press.

Mr. Koorndyk called the meeting to order at 8:30 a.m.

I. BUDGET DISCUSSION – 2007 BUDGET SUMMARY

Mr. Delabbio, Mr. White, and the Committee reviewed the Administrator's transmittal letter and the General Fund portion of the recommended 2007 Budget. A copy of the recommended Budget is on file in the Board of Commissioners' office. Review of the proposed Budget will continue at the August 29 Finance Committee meeting. The Board of Commissioners will hold a Public Hearing on the proposed 2007 Budget at their September 14, 2007, meeting (7:00 p.m.) with adoption of the Budget by the Board slated for September 28.

II. PUBLIC COMMENT

None.

III. CONSENT AGENDA

- a) Approval of the Minutes of August 1, 2006
- b) Auditing of Checks and Purchase Order Activity – See Attachment A
Road Commission - \$2,597,962.85
Warrants - #42238 - #42477 for period ending August 9, 2006
- c) Kent/MSU Cooperative Extension – Healthy Kids – Healthy Families Grant
Approval and Budget Approval – Bd. 8/24
- d) Sheriff – Accept Secondary Road Patrol Grant Supplemental Funding and
Budget Amendment – Bd. 8/24
- e) Various - Bid Award

Mr. Rolls moved to approve the Consent Agenda as presented.

Supported by Mr. Postmus.

Motion carried.

IV. CIRCUIT COURT – FAMILY DIVISION – SALLY PORT EXPANSION AT JUVENILE DETENTION – CAPITAL FUNDING

Mr. Delabbio stated approval is requested to approve a budget line item transfer in the amount of \$30,000 to provide for construction of an expanded sally port at the Juvenile Detention Center. A summary of the request follows.

- The Juvenile Detention Center, located on Cedar Street NE, includes a “sally port” which is intended to allow for secure transfer from the facility to a transportation van in a secure (enclosed) environment.
- The transport vans currently being utilized by law enforcement agencies are longer in length than the dimensions of the existing sally port.
- Juvenile Detention facility officials have been working with Facilities Management personnel to identify renovations/enlargement to the sally port which would accommodate the larger transport vans currently in use. A facility expansion proposal has been drafted by the parties. The cost of expanding the sally port is estimated at not to exceed \$30,000.
- County Fiscal policy requires approval by the Finance and Physical Resources Committee of all Capital Improvement Project transfers in excess of \$25,000.

The cost is \$30,000 and the funding recommendation is to transfer \$30,000 from the Childcare Fund Account for Board and Care (845-292-662-0000-10652-2006) to Repair and Maintenance – Buildings (932-292-261-0000-00000-2006).

Mr. Postmus moved to approve a budget line item transfer in the amount of \$30,000 to provide for construction of an expanded sally port at the Juvenile Detention Center.

Supported by Mr. VanderMolen.

Mr. Wahlfield asked where they have been parking the vans, and how many stalls will be in this expansion project.

Mr. James Bryant, Superintendent of Detention, explained that the vans have been parked outside. However, that’s a dangerous situation and added the sally port was originally built for two vehicles, but space constraints allowed only one vehicle at a time. The request

today is to expand the length of the facility to accommodate the vans now being used, but it will still only be one stall.

Mr. Wahlfield asked if they will be using the same contractor that originally built the sally port.

Mr. Bob Mihos, Facilities Management Director, explained that they will be using the same architect because he is familiar with the facility, but staff will be giving specific instructions on size. He added the original sally port was built for cars and not vans.

Motion carried.

V. HUMAN RESOURCES – LABOR AGREEMENT – KCDSA CORRECTIONS OFFICERS

Mr. Delabbio stated approval is requested to recommend to the Board of Commissioners to approve a four-year labor agreement for the period of January 1, 2005, through December 31, 2008, between the County of Kent and the Kent County Deputy Sheriff's Association representing the Corrections Officers; to amend the Kent County Retirement Plan to accommodate the agreement; and to appropriate \$406,865 from the "unreserved" undesignated General Fund balance which sum represents that portion of the settlement applicable to calendar year 2005 employee service. This item is proposed to go to the Board on August 24, 2006. A summary of the request follows.

- The Negotiating Committee recommends approval of a four-year contract with the Kent County Deputy Sheriff's Association representing the Corrections Officers.
- First year wages will increase by 2% effective January 1, 2005 and 1.5% effective July 1, 2005. Wages will be increased 2.75% effective January 1, 2006, 2.75% effective January 1, 2007, and 2.75% effective for January 1, 2008.
- The total addition to base salary costs over the life of the contract is \$3,868,074. The total addition to wage-based benefit costs is \$565,398.
- The annual base wage with scheduled increases is approximately \$14.1 million. The total four-year increase to salary and benefit costs is \$4,358,581.
- The proposed contract has been ratified by the membership, which includes 242 full-time and part-time employees.
- Section 2.01(o)(3) of the Kent County Employees' Retirement Plan will be modified to incorporate language agreed upon for calculation of final average salary in the case of a member of the KCDSA accruing service while on a Worker's Compensation leave during the determination period for final average salary.
- This item was approved by the Legislative & Human Resources Committee on August 8, 2006.

The total cost is \$16,445,928 and the funding recommendation is to appropriate \$406,865 from the "Unreserved" Undesignated General Fund balance which sum represents that portion of the settlement applicable to calendar year 2005 employee service. The current balance available in the Unreserved, Undesignated General Fund is \$23,294,269. Funds are available in the 2006 adopted budget and will be included in the 2007 recommended budget.

Mr. Rolls moved to recommend to the Board of Commissioners approval of a four-year labor agreement for the period of January 1, 2005, through December 31, 2008, between the County of Kent and the Kent County Deputy Sheriff's Association representing the Corrections Officers; to amend the Kent County Retirement Plan to accommodate the agreement; and to appropriate \$406,865 from the "Unreserved" Undesignated General Fund balance which sum represents that portion of the settlement applicable to calendar year 2005 employee service.

Supported by Mr. Vaughn.

Mr. Rolls asked which counties were used for comparables and how did Kent County compare to the other counties in regards to salary.

Mr. Don Clack, Director of Human Resources, explained that locally, Ottawa and Kalamazoo counties were used, and on the east side of the State, Genesee, Macomb, and Ingham Counties were used for comparables. In regards to how Kent County compares to other counties, Mr. Clack explained that the County's salaries are a little higher when compared to this side of the State, and were somewhat lower when compared to the east side.

Mr. Tanis noted that the contract expired in 2005 and asked why it took so long to settle the contract.

Mr. Clack replied that a number of non-economic issues were discussed at length, in addition to health care contribution issues. Staff was also bargaining at the same time with the County's largest bargaining unit who went to fact-finding, so the KCDSA were waiting for that result.

Mr. Tanis asked when negotiations usually start when a contract is coming up for renewal.

Mr. Clack answered they normally start 3-4 months prior to the contract expiring.

Mr. Boelema asked Mr. Clack to explain "paid time off."

Mr. Clack stated that paid time off basically replaced sick time and in this contract it is being increased to 80 hours from 72 hours. The time off can also be used for personal situations an employee may have.

Mr. Morgan asked what the health care contribution is under this contract.

Mr. Clack replied that the 2006 contribution is 10 percent capped at \$80 per month. In 2007, the cap is removed.

Mr. Koorndyk thanked Mr. Clack for the information.

Motion carried.

VI. JOHN BALL ZOOLOGICAL GARDEN – WEST SERVICE DRIVE

Mr. Delabbio stated approval of the site plan for the West service drive for the John Ball Zoological Garden. A summary of the request follows.

- On August 25, 2005, the Board of Commissioners approved the John Ball Zoological Garden Vision and General Development Plan.
- As part of the plan, a new drive was proposed to provide for safety and more efficiencies in servicing the Zoo and Park grounds, where some deliveries to the animal hospital and barn will not encroach upon public spaces, as currently takes place.
- The John Ball Zoological Society has caused plans to be prepared for the new service drive.
- It is estimated that the cost for the West service drive will amount to \$475,000, the cost of which will be borne by the John Ball Zoological Society.

There are no County General Funds required.

Mr. Postmus moved to approve the site plan for the West service drive for the John Ball Zoological Garden.

Supported by Mr. VanderMolen.

Mr. Bert Vescolani, Director of the Zoo, reviewed the site plan pointing out the location of the service drive. A copy of the plan is on file in the Board of Commissioners' office.

Motion carried.

VII. PARKS – COLDWATER/THORNAPPLE RIVER PROPERTY GRANT AGREEMENT

Mr. Delabbio stated approval is requested to recommend to the Board of Commissioners a grant agreement with the Michigan Department of Natural Resources (MDNR) for the purchase of the Coldwater/Thornapple River property of approximately 89 acres and authorize Board Chair to sign all grant documents. This item is proposed to go to the Board on August 24, 2006. A summary of the request follows.

- On March 10, 2005, the Board of Commissioners approved an application to the Michigan Natural Resources Trust Fund Program for the purchase of the Coldwater/Thornapple River Property in Caledonia Township.

- The estimated purchase price for the property is \$1.3 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. Caledonia Township is contributing \$100,000 toward the purchase price.
- The next step in the grant process is to approve and execute the Land Acquisition Project Agreement. Consideration of a finalized purchase price of the property will come before the Finance and Physical Resources Committee and the Board of Commissioners at a respective future meeting date.
- The Agreement has been reviewed and approved as to form by Corporation Counsel.

The cost is \$1.3 million and the funding recommendation is as follows: State Grant funds: \$962,000; County funds: \$238,000, Local match (including Caledonia Township) \$100,000. Funds are available in the Parks Acquisition and Development Fund.

Mr. Voorhees moved to recommend to the Board of Commissioners approval of a grant agreement with the Michigan Department of Natural Resources (MDNR) for the purchase of the Coldwater/Thornapple River property of approximately 89 acres and authorize Board Chair to sign all grant documents.

Supported by Mr. Tanis.

Mr. VanderMolen asked what plans are being made for this property.

Mr. Roger Sabine, Director of the Parks Department, stated the land will eventually be developed similar to other County parks. Long term, this land will give the Parks an opportunity for a kayak/canoe launch that will enable citizens to travel five miles down the river, which will be unique for this area.

Mr. Koorndyk asked how close the County is to acquiring the desired goal of park land acres under the Parks Master Plan.

Mr. Sabine stated they would have to purchase almost 200 acres per year for the next several years, and we are just under that for the current year.

Motion carried.

VIII. MISCELLANEOUS

(A) Purchase of Development Rights (PDR)

Mr. Rolls stated he will be contacting Commissioners for their input on a proposed PDR resolution.

(B) Next Finance Committee Meeting

Mr. Koorndyk reminded the Commissioners that the next Finance Committee meeting is scheduled for Tuesday, August 29 instead of September 5. Please mark your calendars.

(C) Citizen Appointments

Mr. Koorndyk stated resumes are currently being accepted for citizen appointments to the various Boards and Commissions. He urged the Commissioners that if they know anyone who is interested in serving, to encourage them to submit their resume to the Board Office.

IX. ADJOURNMENT

There being no other business for discussion, Mr. Koorndyk declared the meeting adjourned at 8:55 a.m.

ADMINISTRATIVE APPROVAL FOR DISTRIBUTION _____

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