

FINANCE & PHYSICAL RESOURCES COMMITTEE MINUTES

Tuesday, May 20, 2008 - 8:30 a.m.
Board Room - County Administration Building

MEMBERS PRESENT: Chair Richard VanderMolen; Commissioners Jack Boelema, Dick Bulkowski, Harold Mast, Gary Rolls, Harold Voorhees, James Vaughn, and Art Tanis.

MEMBERS ABSENT: Commissioner Fritz Wahlfield (excused).

ALSO PRESENT: Administrator/Controller Daryl Delabbio; Chair of the Board Roger Morgan; Assistant Administrators Wayman Britt and Mary Swanson; Executive Assistant to the Board Jim Day; Corporate Counsel Sherry Batzer; Assistant Corporate Counsel Linda Howell; Management Analysts Jennifer DeHaan and Deb Kauffman; Purchasing Manager Jon Denhof; Purchasing Supervisor Cal Brinks; Fiscal Services Director Bob White; Budget Coordinator Marvin VanNortwick; Facilities Manager Al Jano; Human Resources Director Donald Clack; Human Resources Deputy Director Glocheksi; Administrative Health Officer Cathy Raevsky; Deputy Administrative Health Officer Bill Anstey; Deputy Director for User Services Charlie Dunn; Sheriff Larry Stelma; County Clerk Mary Hollinrake; Representative from Design Plus Joe Newland; and Senior Administrative Specialist Sandra Winchester.

NEWS MEDIA: David Czurak, Grand Rapids Business Journal; and TV13.

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

I. PUBLIC COMMENT

None.

II. CONSENT AGENDA

- a) Approval of the Minutes of May 6, 2008
- b) Auditing of Checks and Purchase Order Activity – See Attachment A
Road - \$871,939.08
Warrants - #52104 - #52319 for period ending May 14, 2008
- c) Community Development – Report on Contracts Awarded for December 2006 and January 2007
- d) Health – Federal Emergency Management Agency Fire Prevention Grant for Detector Installations – Bd. 6/12
- e) Various – CIP Expenditures

Mr. Rolls requested that item IIe be removed from the Consent Agenda.

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

Supported by Mr. Vaughn.

Motion carried.

IIe. VARIOUS – CIP EXPENDITURES – INSTALLATION AND REPLACEMENT OF TWO SALLY PORT DOORS – SHERIFF’S DEPARTMENT

Mr. Tanis moved to approve the CIP Expenditure as indicated above.

Supported by Mr. Voorhees.

Mr. Rolls questioned how these doors are different from the previous ones.

Purchasing Manager Jon Denhof reported that it is important for these doors to work properly. The specifications required for the doors are being met and they will work better than the current ones.

Mr. Voorhees asked if these are the same doors that were recently updated.

Mr. Denhof answered no; the sally port doors at the Juvenile Facility were updated approximately a year ago.

Motion carried.

III. FACILITIES/ADMINISTRATOR’S OFFICE – HUMAN SERVICES COMPLEX

Mr. Delabbio stated approval is requested to affirm the decision of the Finance & Physical Resources Committee to award the contract to provide furniture for the Human Services Complex to Custer Workplace Interiors and Steelcase. A summary of the request follows.

- At its May 6, 2008, meeting the Finance & Physical Resources Committee approved awarding the furniture contract for the new Human Service Complex to Custer Workplace Interiors and Steelcase. The submittal, which was the lowest responsive and responsible bidder, was in the amount of \$1,900,696.
- The next low bidder was DBI/Interphase/Haworth, with a bid of \$2,156,034. Pursuant to our Purchasing Policies, DBI has made a request to protest the award of Bid 08-07. The letter of protest is attached to this action request. The Finance & Physical Resources Committee is responsible for final disposition of a bid award.
- Staff from the Purchasing Division of Fiscal Services and Facilities Management, along with the Human Services Complex project architect, Design Plus, reviewed the issues outlined in the letter submitted by DBI.
- In the professional opinion of Design Plus, none of the issues of concern constitutes a material breach of the requirements of the furniture specifications and staff recommends that the Finance & Physical Resources Committee confirm the award recommendation to Custer/Steelcase as the low responsive and responsible bidder.

There is no funding required.

Mr. Voorhees moved approval to affirm the decision of the Finance & Physical Resources Committee to award the contract to provide furniture for the Human Services Complex to Custer Workplace Interiors and Steelcase.

Supported by Mr. Tanis.

Mr. Boelema asked staff for additional information regarding the 14 objections from DBI.

Mr. Denhof explained that staff looked closely at each of the items and basically they are specific to Hayworth products. Each of the firms has slight design differences. Functionally, the furniture proposed will meet the State's standards.

Mr. Vaughn questioned what will happen to the old furniture.

Mr. Denhof answered that the furniture is owned by the State, but the County will probably help dispose of it when the new building is complete.

Mr. Delabbio commented that from the time the initial bids were received to the time this item came before the Finance Committee, approximately 8-10 weeks had passed because of due diligence reviewing each of the items.

Mr. Boelema asked what the life expectancy is of the furniture.

Mr. Joe Newland of Design Plus answered it is 20-plus years.

Motion carried.

IV. FISCAL SERVICES – AUTHORIZATION OF A SUMMER 2008 (JULY 1, 2008) GENERAL OPERATING PROPERTY TAX LEVY

Mr. Delabbio stated approval is requested to recommend to the Board of Commissioners to authorize a Summer 2008 (July 1, 2008) General Operating Property Tax Levy. This item is proposed to go to the Board on May 22, 2008. A summary of the request follows.

- Pursuant to MCLA 141.412 and 141.413 notice of a public hearing concerning the 2008 County Budget was published in a newspaper of general circulation on November 5, 2007, and a public hearing concerning the budget was held on November 15, 2007.
- The Kent County Board of Commissioners adopted a Fiscal Year 2008 Appropriation on December 13, 2007.

- The budget as adopted requires the levy of 4.2803 mills for general operating purposes to be authorized for the 2008 summer tax billing which has a tax levy date of July 1, 2008.
- Funds derived from the levy of this millage will be utilized to support the previously adopted Fiscal Year 2008 General Operating Fund Budget.

There is no cost or funding. The proceeds from collection of this tax levy will be utilized to support the Fiscal Year 2008 General Operating Budget as previously approved.

Mr. Mast moved to recommend to the Board of Commissioners approval to authorize a Summer 2008 (July 1, 2008) General Operating Property Tax Levy.

Supported by Mr. Vaughn.

Mr. Boelema asked how this levy compares to the 2007 levy.

Mr. Delabbio replied that it is the same as 2007; there is no change.

Motion carried.

V. ADMINISTRATOR'S – CORRECTIONS AND DETENTION MILLAGE RENEWAL BALLOT PROPOSITION

Mr. Delabbio stated approval is requested to recommend to the Board of Commissioners to adopt a resolution authorizing that a proposition be placed on the August 5, 2008, Election Ballot to solicit voter approval for a 20-year renewal of the current .7893 Corrections and Detention millage; and to authorize staff to procure an architectural/engineering firm to develop the construction plans and bid specifications for the construction of new/replacement jail beds. This item is proposed to go to the Board on May 22, 2008. A summary of the request follows.

- In 1990, the voters approved a dedicated millage to expand, equip, remodel, operate, and maintain the Kent County Jail and Juvenile Detention Facility. The millage funded the construction of two new pods at the jail, adding 363 beds, and also provides 43 percent (\$16 million) of the annual operating budget of the jail. The current millage expires December 31, 2009.
- In 2006, the Board authorized staff to procure an architectural/engineering firm to evaluate the Kent Correctional Facilities. The firm Harrison/Landmark affirmed the conclusions of the 1989 Bennett Study which recommended that, “the existing portion of the jail [that portion constructed in the 1950s and 1970s] be phased-out... and the County should construct 1,145 jail beds by 2005.” Due to the continued growth of the inmate population, the beds were not phased-out, and the 2006 study further stated that “age, design, and construction obsolescence, out-dated technology, and other factors make continued use hazardous, wasteful, and ineffective.”

- The beds in this portion of the Main Jail comprise approximately 35 percent of the total number of jail beds in the Kent County Correctional Facilities. Failure of this infrastructure could result in overcrowding and/or emergency releases. Facilities Management has begun preparing a contingency plan as a short-term solution in case of failure; however, due to the length of time involved in designing and constructing a correctional facility they recommend the County begin planning for replacement of these jail beds, ensuring a safe environment for staff and inmates. Delaying the millage renewal vote will likely delay the construction process, increasing the risk for infrastructure failure.
- In order to ensure continuity of operations and to begin the process immediately to prepare for the replacement of the 1950's and 1970's portion of the jail, staff is recommending that the voters be asked to approve renewal of the current dedicated millage, allowing for the replacement of the 1950's and 1970's portion of the jail and the continuation of the operating support approved when the expansion was first approved.
- Placement of this issue on the August 2008 ballot will provide for the timely replacement of the beds. Funding for design and engineering can be funded from the Correction and Detention Millage Fund and reimbursed from the bond issue for the project.

There is no funding required.

Mr. Tanis moved to recommend to the Board of Commissioners approval of a proposition to be placed on the August 5, 2008, Election Ballot to solicit voter approval for a 20-year renewal of the current .7893 Corrections and Detention millage; and to authorize staff to procure an architectural/engineering firm to develop the construction plans and bid specifications for the construction of new/replacement jail beds.

Supported by Mr. Rolls.

Mr. Voorhees stated that early on he agreed with the local governments regarding the per diem charge by the County, and has made a commitment that something should be done about it. He indicated he will vote "yes" on this item but would withhold his final "yes" until an agreement is made with the local municipalities.

Mr. VanderMolen explained that Chair of the Board Roger Morgan has been negotiating with the cities regarding the jail per diem for months but it is unlikely that the issue will totally be resolved by Thursday's Board meeting. He added that a proposal was given to the municipalities last week, and that he understands Mr. Voorhees' concerns.

Mr. Tanis commented he has the same concerns as Mr. Voorhees. However, he has faith that the Chair will be able to, through negotiations, come up with an agreement with the cities.

Mr. Rolls asked if staff has a plan to make the public aware of the millage proposition, and if there is something the Commissioners can hand out when going door-to-door to campaign.

Mr. VanderMolen noted the County can provide information but cannot encourage a yes vote.

Mr. Delabbio stated the County will have an informational brochure as well as a web page dedicated to educating the public. The County cannot take a position on the millage, but can provide educational information. He added, however, the Commissioners are allowed to promote it when campaigning.

Mr. Bulkowski asked if it is known yet what the older portion of the Jail will be replaced with.

Mr. Delabbio answered that there will be an additional pod. At this point he does not know if the beds will be replaced one for one. The plan is not intended to increase capacity.

Mr. Bulkowski asked if staff has looked at alternatives to jail time. Alternatives to incarceration are an important issue to consider when planning for jail facilities. He added he is in favor of putting this issue to the voters in August.

Mr. Delabbio explained part of the communication to the citizens will include the alternatives to incarceration that is provided by the County.

Mr. Britt commented that back in 2004, a committee was formed to look at alternatives to incarceration. The County is currently saving 600 beds per year because of alternatives, and there are 32 different programs in place. Over the years, Kent County has done a lot in the way of providing alternatives to jail time.

Mr. Mast agreed and added that Kent County is far ahead of a majority of the counties in terms of providing alternatives to incarceration. When he attends the NACo and MAC conferences and talks to representatives from other counties, he is made even more aware of how well Kent County is doing in this area.

Mr. Mast indicated he will vote for this item to be on the ballot, but asked if it is possible to know the details of the negotiations with the cities regarding the jail per diem issue. He occasionally talks to representatives/commissioners from the City of Kentwood and it would be helpful to know the details.

Chair of the Board Roger Morgan explained that he does not wish to negotiate with the cities in public. He noted the County has moved on a couple of points last week with the cities, and the County believes in economic justice. He hopes to hear back from the cities very soon regarding the latest proposal. It is difficult to negotiate when the cities want absolutely no per diem charge.

Mr. Voorhees asked about the State's proposal to reduce counties jail reimbursement.

Sheriff Larry Stelma stated that he does not have the exact statistics, but the preliminary review of the State's reimbursement will cost the County approximately \$300,000 per year. He added that the State's program is for violent felons.

Mr. Rolls mentioned that the next Community Corrections Advisory Board meeting is next week Wednesday, May 28 at 7:30 a.m. on the 5th Floor of the Courthouse. He invited the Commissioners to attend to hear about alternatives to incarceration.

Mr. Vaughn stated he and Chair Morgan were a part of the Justice Task Force (JTF) a few years ago and the alternatives to incarceration programs that came out of the JTF has had a significant and positive impact for the County and local communities, and he will support the millage renewal.

Motion carried.

VI. MISCELLANEOUS

None.

VII. ADJOURNMENT

There being no other business for discussion, Mr. VanderMolen declared the meeting adjourned at 9:00 a.m.

ADMINISTRATIVE APPROVAL FOR DISTRIBUTION _____

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