



**Administrative Policy Board  
Monday, September 25, 2017  
10:00 AM**

**City of Wyoming, 1<sup>st</sup> Floor West Conference Room**

- 1. Call to Order and Roll Call – (Holt)**
- 2. Public Comment**
- 3. Board Members Attendance Report as of August 28, 2017 – (Holt)**
- 4. Approval of the Agenda of September 25, 2017**
- 5. Members Excused – (Holt)**
- 6. Acceptance of Minutes of August 28, 2017**
- 7. Financial Report and Voucher of Bills – Cook**
  - a. FY2017 Operating Budget
  - b. FY2017 Capital Budget
  - c. FY2018 Budget read through
- 8. Bills Payable and Due:** *(Motion to Accept the Financial Report and Authorize Expenditures and Disbursements as Attached)*
- 9. 800 MHz radio Project Steering Committee Update and Discussion –(Scott Brown)**
  - a. General Information Report – Brown
  - b. Tower Matrix (attached) – Bonneau
  - c. R56 report discussion
- 10. PSAP Call Handling Agreements – Holt**

**11. Grand Valley State University Merger** – Chadwick, ENP/Finance Chair ([See Report on this issue in Progress Report and List of Questions](#)).

**12. TAC Reports** – (Chadwick, ENP and Groesser)

1. Motorola CAD P1 Phase II status
2. NICE Recording Issue

**13. Update and Progress Report from Executive Director:** - (Bonneau)

**14. Miscellaneous – For the Good of the Order**

**15. Adjournment**

**Upcoming Meetings** ([www.kent911.org](http://www.kent911.org))

**KCDA Finance Committee Internet Meeting**

Friday, October 4, 2017

**KCDA Executive Committee**

Monday, October 9, 2017 at 10 AM

Manager's Conference Room – City of Wyoming

**KCDA FY2018 Budget Public Hearing & Administrative Policy Board**

Monday, October 23, 2017 at 10 AM

1<sup>st</sup> Floor West Conference Room – City of Wyoming

**Income to Authority**

<b>Name</b>	<b>Purpose</b>	<b>Amount</b>	<b>Line Item</b>	<b>Fiscal Year</b>	<b>Approval</b>
Kent Co	911 Surcharge		584.000	2017	Bonneau
State of MI	911 Surcharge	\$198,220.80	545.000	2017	Bonneau
Misc/Interest	Pool and Net Excess MMRMA	\$36.57	688.000	2017	Bonneau

### Voucher of Bills for Approval

<b>Name</b>	<b>Purpose</b>	<b>Amount</b>	<b>Line Item</b>	<b>Fiscal Year</b>	<b>Approval</b>
Wyoming	Fiduciary Sept	\$1,200.00	801.005	2017	Bonneau
Kent IT	GIS Support	\$248.38	807.000	2017	Bonneau
Kent IT	GIS Support	\$187.10	807.000	2017	Bonneau
Kentwood	Zoning Fee	\$1,700.00	984.940	2017	Bonneau
ATT	Airbus Maintenance	\$98,513.00	930.000	2017	Bonneau
Kent IT	GIS Support	\$52.95	807.000	2017	Bonneau
PCS	ED Fee Aug	\$6,395.05	810.000	2017	Holt
Kent It	GIS Support	\$141.42	807.000	2017	Bonneau

### Status of Current and Future Project / Task

<b>Project/Issue</b>	<b>Assigned</b>	<b>Status</b>	<b>ECD</b>
MOTO 800 Mhz	Team	On Going	Aug 2018
MSP Interface	MSP	Version 4X of P1 CAD	TBD
CAD to CAD	CAD Team	Version 4X of P1 CAD	TBD
Smart911 Initiative	Team	Promotion Continues	TBD
FY2018 Budget	Finance	Draft to Board	October
Purchase of 925 Fire Pagers	Bonneau	In Programming	Complete

Tower Lease Legal	Smith	In Progress	TBD
Kentwood Zoning	Bonneau	In Progress	TBD
Honor Camp Tower	Bonneau	Awaiting NEPA Report	TBD
Burton Street Site	Bonneau	In Legal for Set Back	TBD
PALM ESInet Group	Team	Meeting TBD	TBD
Timpson FAA permit	Bonneau	Withdrawn	Complete
800 MHz Tower Sites	Bonneau	See Tower Matrix Report	May 2017
Surcharge Reporting Initiative	Holt Bonneau	Pending	TBD
SNC Surcharge Collection	Team	Scheduled for September	TBD
MMRMA Insurance for Fire Radio Pagers	Bonneau	Premium Waived	TBD
800 MHz Project	Bonneau	Awaiting RMS, New Project Manager Assigned	Complete
800 MHz Steering Committee	Team	Working on Talk Groups	TBD

**Attendance Report for APB Meetings from May of 2014 thru August 2017**

<i>Name Of Board Member</i>	<i>Present</i>	<i>Absent</i>	<i>Excused</i>	<i>Total Board Meetings Available</i>	<i>% Present</i>	<i>Rank</i>
Holt	29		4	32	91%	3
Lehman &	9		2	11	82%	6
Stelma	24		8	32	75%	8
Herald	30		2	32	94%	2
Morgan*	13	1	3	17	76%	7
Rahinsky ^	16	1	12	29	55%	12
Cook	29		3	32	91%	3
DeVries	11		2	13	85%	4
Meijer	26	1	5	32	81%	5
Deschaine	21	5	6	32	66%	11
McIntire	22		10	32	69%	10
Drake #	23			23	100%	1
Jones%	12		4	16	75%	9
<b>Avg Board Attendance</b>					<b>80%</b>	

& Lehman on Board since Sept of 2016

^ Rahinsky on Board since Sept of 2014

\* Morgan on Board since Jan 2016

\* Devries on Board since June 2016

# Drake on Board since June of 2015

% Jones on Board since February of 2016



**Administrative Policy Board**  
**Monday, August 28, 2017**  
**10:00 AM**

**City of Wyoming, 1<sup>st</sup> Floor West Conference Room**

**1. Call to Order and Roll Call – by Chair Holt at 10:03 AM**

<i>Name</i>	<i>Represents</i>	<i>Present</i>	<i>Absent</i>	<i>Excused</i>
<i>Curtis Holt</i>	<i>Wyoming</i>	X		
<i>Mark Herald</i>	<i>Participating Agency</i>	X		
<i>Larry Stelma</i>	<i>Kent Co. Sheriff</i>	X		
<i>Lee Cook</i>	<i>Grandville</i>	X		
<i>David Rahinsky</i>	<i>Grand Rapids</i>	X		
<i>Chuck Deschaine</i>	<i>Walker</i>	X		
<i>Mark Meijer</i>	<i>Kent EMS</i>	X		
<i>Chris McIntire</i>	<i>MSP</i>	X		
<i>Jeff Drake</i>	<i>Township FD</i>	X		
<i>Mike DeVries</i>	<i>Township Super</i>	X		
<i>David Jones</i>	<i>Participating Agency</i>	X		
<i>John Lehman</i>	<i>Grand Rapids</i>	X		
<i>Roger Morgan</i>	<i>Kent Co. Board</i>	X		

Guests

<i>Damon Obiden</i>	<i>KCEMS</i>
<i>Peter McWatters</i>	<i>Grand Rapids PD</i>
<i>Michelle Young</i>	<i>Kent County Sheriff</i>
<i>Karen Chadwick, ENP, CMCP</i>	<i>Grand Rapids PSAP</i>
<i>Ronald Bonneau, ENP, CMCP</i>	<i>Executive Director</i>
<i>Scott Brown</i>	<i>Kent Co Sheriff</i>
<i>David Kiddle</i>	<i>Grand Rapids PD</i>

**2. Public Comment - NONE**

**3. Board Members Attendance Report as of June 26, 2017 – (Holt)**

**4. Approval of the Agenda of August 28, 2017**

Bonneau advised there was an error in the bills voucher and that the second bill listed for Dickinson Wright was listed at \$2,678 and should have been \$1,928.

Motion to approve the revised agenda by Drake

Second by Herald

No Discussion

Approved 13 - 0

**5. Members Excused – Holt reported the all Board members are present and thanked them for their attendance**

**6. Acceptance of Minutes of June 26, 2017 – Accepted as Presented**

**7. Financial Report and Voucher of Bills – Cook**

- a. FY2017 Operating Budget Bonneau reported that the Operations Fund income is lagging from what was expected, with the State 911 surcharge currently at 15% under expectations and the County 911 surcharge at 3% under expectations.
- b. FY2017 Capital Budget

- c. Motorola Partial Subscriber invoice approval – Bonneau explained the partial invoice reasoning and the fact that Kent County will not pay the subscriber invoice until all equipment is delivered and inventoried. Therefore, Motorola issued a partial payment invoice since 100 lifeline fire microphones have not been received. The invoice on the resolution leaves \$497,306.10 as the balance due for subscriber equipment. The resolution is to pay for the subscriber equipment using Kent County bond fund proceeds.

A motion to approve **Resolution #32 – 082817** to approve the 2<sup>nd</sup> partial payment of \$3,481,142.70 to Motorola, reflecting all the Motorola original and exchanged radio subscriber equipment, with the exception of 100 RSMs, that have been received and inventoried by KCDA was made by Cook.

Second by McIntire

No Discussion

Passed 13 - 0

- a. TeleRad Fire Radio Pager final invoice approval – Bonneau explained that all the fire radio pagers have been received by KCDA and are being stored in a secure room at the Sheriff office. All equipment has been inventoried and assigned to fire agencies and/or the cache as he is requesting approval through the resolution to pay the remaining balance due on this order, to be paid using Kent County Bond fund proceeds.

- a. A motion to approve **Resolution #33 – 082817** to approve the final payment of \$404,227.35 to TeleRad for the purchase of 885 Unication Fire Radio Pagers, Amplified Pager Chargers and miscellaneous replacement parts was made by Stelma.

Second by Drake

No Discussion

Approved 13 - 0

- 8. Bills Payable and Due:** A motion to accept the Financial Report and authorize expenditures and disbursements as attached was made by McIntire.



Second by Rahinsky

No Discussion

Approved 13 - 0

**9. 800 MHz radio Project Steering Committee Update and Discussion –Scott Brown**

- a. General Information Report – Capt. Brown reported that the talk group channels are close to final approval and that he attended the Spencer Township Zoning meeting.
- b. Tower Matrix (attached) – Bonneau reported on the information from the tower matrix attached to the Board packet. There were some questions from the Board as the coverage area in the Timpson tower site area which is being withdrawn due to FAA denial of the height. Bonneau reported there are three alternatives being considered by the team and he hopes to have this finalized by the September KCDA Board meeting.
- c. Authorization to Build Additional Kentwood Tower -Bonneau explained that the Kentwood tower is an additional tower to the radio towers the Board has approved in the original Motorola 800 MHz project contract and both Capt. Brown and he wanted the Board to be aware and approve the use of project contingency funds to build this additional tower. Bonneau went on to say that funds from the Motorola contract for work at the Kentwood Walma Water Tank site, that has been abandoned, were used as an offset against the cost of the Kentwood radio tower and he comfortable that the cost contained within the resolution (which was supplied by the Motorola Project Manager, Andrea Ballou) is the discounted cost of building this new tower. He went on to explain that this cost for the Kentwood radio tower would be taken from the \$890,000 contingency fund of the project using Kent County bond proceeds. The cost will not be incurred in full until FY2018 so it will be recognized in that budget cycle.

A motion to approve **Resolution #34 – 082817** to authorize the Executive Director to approve the building of a radio tower in Kentwood at a cost not to exceed \$175,000 to be paid from contingency funds within the Kent County Bond proceeds was made by DeVries.

Second by Jones

Discussion ensued that ended in the understanding that an additional radio tower may need to be built in the SE corner of the county depending on the final disposition of the Timpson tower relocation issues.

Approved 13 - 0

**10. PSAP Call Handling Agreements** – Holt said they have worked out the annualized cost of the new agreements but have not settled on the distribution formula to be used. He will supply the Finance Committee with the overall costs for the new agreements so they can begin working on FY2018 budgets.

**11. TAC Reports** – (Chadwick, ENP and Groesser)

1. Motorola CAD P1 Phase II status - Slowdown due to Automatic Resource Locator, which assigns units based on location. Working on provisioning 4.2 for deployment in 2018.
2. NICE Recording Issue – tabled at the present time
3. Bonneau reported that Airbus DS, our E911 phone vendor, has been purchased by Motorola.
4. Bonneau also mentioned to Capt. Brown that the Project Steering Committee needs to start looking at the schedule for programming radios to the new templates and the installation schedule for unit installations of mobile equipment. Capt. Brown to refer to Steering Committee for an action plan.

**12. Update and Progress Report from Executive Director:** - Bonneau - None

**13. Miscellaneous – For the Good of the Order** – There was information given that the Fire Chiefs are confused by what they are supporting as far as NG911 funding in Michigan. The Board instructed the ED to send out emails and the

talking points of the NG (technical surcharge) funding bill that will be introduced in the Michigan legislature this fall to all Board members and to the NENA and MCDA group for their use in promoting this legislation. The resolution was approved by the KCDA Board in the spring of 2018. ED to send as instructed.

Also, Damon Obiden, of KCEMS, asked several questions about the tower configuration of the 800MHz system as KCEMS has antennas on some of the towers and are concerned if those antennas or leases will be renewed or their equipment (VHF) removed during our project. Also concerned that the 800 MHz radios if provisioned by another agency for EMS use could eliminate the need for VHF EMS to Hospital radios if KCDA was to allow the 800 MHz channel for telemetry use. To date KCDA has not asked anyone to remove equipment from a tower to lessen the tower loading, but have agreed to remediate towers that need structural support for increased equipment loading to accommodate our equipment. Undersheriff Michelle Young did relate to Mr. Obiden that when the 800 MHz system is operational that they will be vacating the Plymouth tower, where KCEMS has equipment and they will have to relocate from that tower site where KCSO has allowed to co locate without cost. The status of the EMS component was referred to the ED and Matt Groesser to work with KCEMS to resolve their questions and to provide detailed information. Bonneau to supply KCEMS with the tower matrix as they are refreshed so they understand what we are doing on the project. Ongoing issue.

**14. Adjournment** at 10:43 AM

Respectfully submitted

Ronald Bonneau, ENP, CMCP

Executive Director

**Upcoming Meetings** ([www.kent911.org](http://www.kent911.org))

**KCDA Finance Committee Internet Meeting CANCELLED**

Friday, September 1, 2017

**KCDA Executive Committee**

Monday, September 11, 2017 at 10 AM

Manager's Conference Room – City of Wyoming

**KCDA Administrative Policy Board Annual Meeting**

Monday, September 25, 2017 at 10 AM

1<sup>st</sup> Floor West Conference Room – City of Wyoming

**Income to Authority**

<b>Name</b>	<b>Purpose</b>	<b>Amount</b>	<b>Line Item</b>	<b>Fiscal Year</b>	<b>Approval</b>
Kent Co	911 Surcharge	\$805,178.41	584.000	2017	Bonneau
State of MI	911 Surcharge		545.000	2017	Bonneau
Misc/Interest	Pool and Net Excess MMRMA	\$886.46	688.000	2017	Bonneau

**Voucher of Bills for Approval**

<b>Name</b>	<b>Purpose</b>	<b>Amount</b>	<b>Line Item</b>	<b>Fiscal Year</b>	<b>Approval</b>
Wyoming	Fiduciary July	\$1,200.00	801.005	2017	Bonneau
Wyoming	Fiduciary Aug	\$1,200.00	801.005	2017	Bonneau
WebTechs	Website Fee	\$1,500	801.009	2017	Bonneau
Office Depot	Supplies	\$24.45	727.000	2017	Bonneau

Grand Rapids PD	Surcharge Distribution	\$454,562.50	956.520	2017	Bonneau
Chadwick	Air APCO	\$535.61	860.000	2017	Bonneau
Chadwick	APCO Travel Reimb	\$1,119.48	860.000	2017	Bonneau
Bonneau	APCO Conf Travel	\$200.00	860.000	2017	Holt
Tele Rad	G5 Pagers Deposit	\$134,742.45	984.931	2017	Board
Bonneau	MI NENA Conf Travel	\$403.12	860.000	2017	Holt
Kent IT	GIS Support	\$472.61	834.500	2017	Bonneau
TeleRad	Balance G5 Fire Pagers	\$404,227.35	984.931	2017	Bonneau
Motorola	2 <sup>nd</sup> Partial Subscriber Invoice	\$3,481,142.70	984.920	2017	Board
Dickinson Wright	Legal	\$2,678.00	801.021	2017	Bonneau
GR PD	APCO Registration Chadwick	\$495.00	860.000	2017	Bonneau
Dickinson Wright	Legal	\$1,928.00 <sup>1</sup>	801.021	2017	Bonneau
MMRMA	Radio Insurance	\$36,547.50	910.200	2017	Bonneau
PCS	ED July	\$4,692.50	807.000	2017	Holt
Kent Co Sheriff	Surcharge Distribution	\$648,125.00	956.525	2017	Bonneau
PCS	ED June	\$7,853.53	807.000	2017	Holt
Dickinson Wright	Legal	\$1,666.00	801.021	2017	Bonneau

<sup>1</sup> Corrected Invoice Amount from Previous KCDA Board Packet information.

## Status of Current and Future Project / Task

<b>Project/Issue</b>	<b>Assigned</b>	<b>Status</b>	<b>ECD</b>
MOTO 800 Mhz	Team	On Going	Aug 2018
MSP Interface	MSP	Version 4X of P1 CAD	TBD
CAD to CAD	CAD Team	Version 4X of P1 CAD	TBD
Smart911 Initiative	Team	Promotion Continues	TBD
FY2018 Budget	Finance	Awaiting Finalized Call Handling Agreements	TBD
Purchase of 925 Fire Pagers	Bonneau	Inventoried and Being Programmed	Complete
Tower Lease Legal	Smith	In Progress	TBD
Kentwood Zoning	Bonneau	In Progress	TBD
Honor Camp Tower	Bonneau	Zoning Approved	TBD
Burton Street Site	Bonneau	In Legal for Set Back	TBD
PALM ESInet Group	Team	Meeting TBD	TBD
Timpson FAA permit	Bonneau	Withdrawn	Complete
800 MHz Tower Sites	Bonneau	See Tower Matrix Report	May 2017
Surcharge Reporting Initiative	Holt Bonneau	Pending	TBD
SNC Surcharge Collection	Team	Scheduled for September	TBD
MMRMA Insurance for Fire Radio Pagers	Bonneau	Awaiting Premium	TBD
MPSCS Agreements and	Smith	Approved by MSPCS	Complete

AG waiver			
DTE Legal	Smith	Tabled for DTE	Complete
800 MHz Project Subscriber Radios	Bonneau	All Inventoried Except RMS	Complete
800 MHz Steering Committee	Team	Working on Talk Groups	TBD

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
Fund 994 - Kent County Dispatch Authority							
REVENUE							
<b>545</b>	<b>State 911 Surcharge</b>						
545.000	State 911 Surcharge Revenue	970,000.00	.00	.00	249,618.00	720,382.00	26
	<b>545 - State 911 Surcharge Totals</b>	<b>\$970,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$249,618.00</b>	<b>\$720,382.00</b>	<b>26%</b>
<b>584</b>	<b>Kent County 911</b>						
584.000	Kent County 911 Revenue	4,125,316.00	198,220.80	.00	1,750,978.07	2,374,337.93	42
	<b>584 - Kent County 911 Totals</b>	<b>\$4,125,316.00</b>	<b>\$198,220.80</b>	<b>\$0.00</b>	<b>\$1,750,978.07</b>	<b>\$2,374,337.93</b>	<b>42%</b>
<b>664</b>	<b>Interest on Investments</b>						
664.000	Interest on Investments Interest on Investments	.00	4.18	.00	27,861.87	(27,861.87)	+++
664.994	Interest on Investments Change in Market Value	.00	.00	.00	9,013.89	(9,013.89)	+++
	<b>664 - Interest on Investments Totals</b>	<b>\$0.00</b>	<b>\$4.18</b>	<b>\$0.00</b>	<b>\$36,875.76</b>	<b>(\$36,875.76)</b>	<b>+++</b>
<b>688</b>	<b>Miscellaneous Income</b>						
688.000	Miscellaneous Income Miscellaneous Income	3,500.00	.00	.00	3,861.00	(361.00)	110
	<b>688 - Miscellaneous Income Totals</b>	<b>\$3,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,861.00</b>	<b>(\$361.00)</b>	<b>110%</b>
	<b>REVENUE TOTALS</b>	<b>\$5,098,816.00</b>	<b>\$198,224.98</b>	<b>\$0.00</b>	<b>\$2,041,332.83</b>	<b>\$3,057,483.17</b>	<b>40%</b>
EXPENSE							
Department 325 - Dispatch							
Activity 32500 - Communications/Dispatch							
<b>727</b>	<b>Office Supplies</b>						
727.000	Office Supplies Office Supplies	300.00	.00	.00	28.58	271.42	10
	<b>727 - Office Supplies Totals</b>	<b>\$300.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$28.58</b>	<b>\$271.42</b>	<b>10%</b>
<b>740</b>	<b>Operating Supplies</b>						
740.001	Operating Supplies Postage	150.00	.00	.00	.00	150.00	0
	<b>740 - Operating Supplies Totals</b>	<b>\$150.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$150.00</b>	<b>0%</b>
<b>801</b>	<b>Professional Services</b>						
801.000	Professional Services Professional Services	25,000.00	.00	.00	.00	25,000.00	0
801.005	Professional Services Accounting/Auditing Services	26,000.00	.00	.00	19,800.00	6,200.00	76
801.009	Professional Services Marketing/Web Site	33,000.00	.00	.00	16,457.40	16,542.60	50
801.021	Professional Services Legal Special Counsel	25,000.00	.00	.00	18,142.00	6,858.00	73
801.022	Professional Services Radio Steering Committee	35,000.00	.00	.00	29,310.00	5,690.00	84
	<b>801 - Professional Services Totals</b>	<b>\$144,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$83,709.40</b>	<b>\$60,290.60</b>	<b>58%</b>
<b>806</b>	<b>Software Services</b>						
806.000	Software Services Software Services	100.00	.00	.00	.00	100.00	0
	<b>806 - Software Services Totals</b>	<b>\$100.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$100.00</b>	<b>0%</b>
<b>807</b>	<b>Geographic &amp; IT Information Services</b>						
807.000	Geographic & IT Information Services Geographic & IT	2,586.00	.00	.00	8,174.87	(5,588.87)	316
	<b>807 - Geographic &amp; IT Information Services Totals</b>	<b>\$2,586.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,174.87</b>	<b>(\$5,588.87)</b>	<b>316%</b>



<b>810</b>	<b>Contract Labor</b>						
810.000	Contract Labor Contract Labor	70,000.00	.00	.00	54,415.68	15,584.32	78
	<b>810 - Contract Labor Totals</b>	<b>\$70,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$54,415.68</b>	<b>\$15,584.32</b>	<b>78%</b>
<b>860</b>	<b>Travel and Training</b>						
860.000	Travel and Training Travel and Training	5,500.00	(1,626.31)	.00	4,219.58	1,280.42	77
860.010	Travel and Training Training	900.00	.00	.00	350.00	550.00	39
	<b>860 - Travel and Training Totals</b>	<b>\$6,400.00</b>	<b>(\$1,626.31)</b>	<b>\$0.00</b>	<b>\$4,569.58</b>	<b>\$1,830.42</b>	<b>71%</b>
<b>900</b>	<b>Printing &amp; Advertising</b>						
900.000	Printing & Advertising Printing & Advertising	200.00	.00	.00	.00	200.00	0
	<b>900 - Printing &amp; Advertising Totals</b>	<b>\$200.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$200.00</b>	<b>0%</b>
<b>910</b>	<b>Insurance</b>						
910.100	Insurance Property and Bonds	11,000.00	.00	.00	2,000.00	9,000.00	18
910.200	Insurance Special Purpose	114,790.00	.00	.00	119,790.00	(5,000.00)	104
	<b>910 - Insurance Totals</b>	<b>\$125,790.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$121,790.00</b>	<b>\$4,000.00</b>	<b>97%</b>
<b>920</b>	<b>Public Utilities</b>						
920.100	Public Utilities Gas	3,500.00	.00	.00	.00	3,500.00	0
920.110	Public Utilities Electric	5,000.00	.00	.00	.00	5,000.00	0
	<b>920 - Public Utilities Totals</b>	<b>\$8,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,500.00</b>	<b>0%</b>
<b>930</b>	<b>Repairs and Maintenance</b>						
930.000	Repairs and Maintenance Repairs and Maintenance	431,034.00	.00	.00	271,390.92	159,643.08	63
	<b>930 - Repairs and Maintenance Totals</b>	<b>\$431,034.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$271,390.92</b>	<b>\$159,643.08</b>	<b>63%</b>
<b>940</b>	<b>Rentals</b>						
940.400	Rentals Tower Lease	36,000.00	.00	.00	.00	36,000.00	0
	<b>940 - Rentals Totals</b>	<b>\$36,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$36,000.00</b>	<b>0%</b>
<b>956</b>	<b>Other Services</b>						
956.000	Other Services Other Services	500.00	.00	.00	940.58	(440.58)	188
	<b>956 - Other Services Totals</b>	<b>\$500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$940.58</b>	<b>(\$440.58)</b>	<b>188%</b>
<b>973</b>	<b>Capital Outlay</b>						
973.056	Capital Outlay Computer System	654,316.00	.00	.00	.00	654,316.00	0
	<b>973 - Capital Outlay Totals</b>	<b>\$654,316.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$654,316.00</b>	<b>0%</b>
<b>984</b>	<b>Capital Outlay</b>						
984.017	Capital Outlay Computer Equipment	2,000.00	.00	.00	.00	2,000.00	0
	<b>984 - Capital Outlay Totals</b>	<b>\$2,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,000.00</b>	<b>0%</b>
<b>999</b>	<b>Transfers</b>						
999.993	Transfers KCDA Fund 993	586,402.00	.00	.00	586,402.00	.00	100
	<b>999 - Transfers Totals</b>	<b>\$586,402.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$586,402.00</b>	<b>\$0.00</b>	<b>100%</b>
	Activity 32500 - Communications/Dispatch Totals	\$2,068,278.00	(\$1,626.31)	\$0.00	\$1,131,421.61	\$936,856.39	55%
Activity	32510 - Grand Rapids						
<b>810</b>	<b>Contract Labor</b>						
810.010	Contract Labor CAD/QA Administrator	35,250.00	.00	.00	35,250.00	.00	100
	<b>810 - Contract Labor Totals</b>	<b>\$35,250.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$35,250.00</b>	<b>\$0.00</b>	<b>100%</b>
<b>860</b>	<b>Travel and Training</b>						
860.000	Travel and Training Travel and Training	8,000.00	.00	.00	1,665.09	6,334.91	21
	<b>860 - Travel and Training Totals</b>	<b>\$8,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,665.09</b>	<b>\$6,334.91</b>	<b>21%</b>
<b>956</b>	<b>Other Services</b>						
956.520	Other Services Grand Rapids Distribution	1,250,000.00	.00	.00	454,562.50	795,437.50	36

	<b>956 - Other Services</b>	Totals	\$1,250,000.00	\$0.00	\$0.00	\$454,562.50	\$795,437.50	36%	
	Activity	32510 - Grand Rapids	Totals	\$1,293,250.00	\$0.00	\$0.00	\$491,477.59	\$801,772.41	38%
	Activity	32520 - Kent County							
<b>810</b>	<b>Contract Labor</b>								
810.010	Contract Labor CAD/QA Administrator		35,250.00	.00	.00	35,250.00	.00	100	
	<b>810 - Contract Labor</b>		Totals	\$35,250.00	\$0.00	\$0.00	\$35,250.00	\$0.00	100%
<b>860</b>	<b>Travel and Training</b>								
860.000	Travel and Training Travel and Training		8,000.00	1,626.31	.00	5,320.22	2,679.78	67	
	<b>860 - Travel and Training</b>		Totals	\$8,000.00	\$1,626.31	\$0.00	\$5,320.22	\$2,679.78	67%
<b>956</b>	<b>Other Services</b>								
956.525	Other Services Kent County Distribution		1,250,000.00	.00	.00	648,125.00	601,875.00	52	
	<b>956 - Other Services</b>		Totals	\$1,250,000.00	\$0.00	\$0.00	\$648,125.00	\$601,875.00	52%
	Activity	32520 - Kent County							
	Activity	32520 - Kent County							
	Department	325 - Dispatch							
	Department	325 - Dispatch							
	<b>EXPENSE TOTALS</b>		\$4,654,778.00	\$0.00	\$0.00	\$2,311,594.42	\$2,343,183.58	50%	
Fund	<b>994 - Kent County Dispatch Authority</b>		Totals						
	<b>REVENUE TOTALS</b>		5,098,816.00	198,224.98	.00	2,041,332.83	3,057,483.17	40%	
	<b>EXPENSE TOTALS</b>		4,654,778.00	.00	.00	2,311,594.42	2,343,183.58	50%	
Fund	<b>994 - Kent County Dispatch Authority</b>		Totals	\$444,038.00	\$198,224.98	\$0.00	(\$270,261.59)	\$714,299.59	

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd
Fund 993 - KCDA Capital Fund									
REVENUE									
<b>584</b>	<b>Kent County 911</b>								
584.011	Kent County 911 Contributed Revenue	.00	14,305,794.00	14,305,794.00	3,885,370.05	.00	10,012,802.20	4,292,991.80	70
	<b>584 - Kent County 911 Totals</b>	<b>\$0.00</b>	<b>\$14,305,794.00</b>	<b>\$14,305,794.00</b>	<b>\$3,885,370.05</b>	<b>\$0.00</b>	<b>\$10,012,802.20</b>	<b>\$4,292,991.80</b>	<b>70%</b>
<b>664</b>	<b>Interest on Investments</b>								
664.000	Interest on Investments Interest on Investments	.00	.00	.00	.00	.00	36,614.13	(36,614.13)	+++
	<b>664 - Interest on Investments Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$36,614.13</b>	<b>(\$36,614.13)</b>	<b>+++</b>
<b>697</b>	<b>Appropriation</b>								
697.002	Appropriation from Fund Balance	.00	2,196,727.73	2,196,727.73	.00	.00	.00	2,196,727.73	0
	<b>697 - Appropriation Totals</b>	<b>\$0.00</b>	<b>\$2,196,727.73</b>	<b>\$2,196,727.73</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,196,727.73</b>	<b>0%</b>
<b>699</b>	<b>Transfer</b>								
699.994	Transfer from KCDA	.00	586,402.00	586,402.00	.00	.00	586,402.00	.00	100
	<b>699 - Transfer Totals</b>	<b>\$0.00</b>	<b>\$586,402.00</b>	<b>\$586,402.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$586,402.00</b>	<b>\$0.00</b>	<b>100%</b>
	<b>REVENUE TOTALS</b>	<b>\$0.00</b>	<b>\$17,088,923.73</b>	<b>\$17,088,923.73</b>	<b>\$3,885,370.05</b>	<b>\$0.00</b>	<b>\$10,635,818.33</b>	<b>\$6,453,105.40</b>	<b>62%</b>
EXPENSE									
Department 325 - Dispatch									
Activity 32590 - Capital Projects									
<b>984</b>	<b>Capital Outlay</b>								
984.620	Capital Outlay CAD Project Contract	.00	210,491.00	210,491.00	.00	.00	.00	210,491.00	0
984.920	Capital Outlay Motorola	.00	13,362,754.00	13,362,754.00	3,481,142.70	.00	9,448,815.90	3,913,938.10	71
984.925	Capital Outlay Capital Replacement Savings Fund	.00	2,379,985.00	2,379,985.00	.00	.00	.00	2,379,985.00	0
984.927	Capital Outlay Hardware Replacement	.00	138,000.00	138,000.00	.00	.00	.00	138,000.00	0
984.931	Capital Outlay Fire Pager	.00	564,000.00	564,000.00	404,227.35	.00	563,986.30	13.70	100
984.935	Capital Outlay MG GIS Mapping	.00	35,000.00	35,000.00	.00	.00	.00	35,000.00	0
984.941	Capital Outlay Contingency Fund	.00	280,000.00	280,000.00	.00	.00	2,850.00	277,150.00	1
	<b>984 - Capital Outlay Totals</b>	<b>\$0.00</b>	<b>\$16,970,230.00</b>	<b>\$16,970,230.00</b>	<b>\$3,885,370.05</b>	<b>\$0.00</b>	<b>\$10,015,652.20</b>	<b>\$6,954,577.80</b>	<b>59%</b>
	Activity 32590 - Capital Projects Totals	\$0.00	\$16,970,230.00	\$16,970,230.00	\$3,885,370.05	\$0.00	\$10,015,652.20	\$6,954,577.80	59%
	Department 325 - Dispatch Totals	\$0.00	\$16,970,230.00	\$16,970,230.00	\$3,885,370.05	\$0.00	\$10,015,652.20	\$6,954,577.80	59%
	<b>EXPENSE TOTALS</b>	<b>\$0.00</b>	<b>\$16,970,230.00</b>	<b>\$16,970,230.00</b>	<b>\$3,885,370.05</b>	<b>\$0.00</b>	<b>\$10,015,652.20</b>	<b>\$6,954,577.80</b>	<b>59%</b>
Fund 993 - KCDA Capital Fund Totals									
	<b>REVENUE TOTALS</b>	<b>.00</b>	<b>17,088,923.73</b>	<b>17,088,923.73</b>	<b>3,885,370.05</b>	<b>.00</b>	<b>10,635,818.33</b>	<b>6,453,105.40</b>	<b>62%</b>
	<b>EXPENSE TOTALS</b>	<b>.00</b>	<b>16,970,230.00</b>	<b>16,970,230.00</b>	<b>3,885,370.05</b>	<b>.00</b>	<b>10,015,652.20</b>	<b>6,954,577.80</b>	<b>59%</b>
	<b>Fund 993 - KCDA Capital Fund Totals</b>	<b>\$0.00</b>	<b>\$118,693.73</b>	<b>\$118,693.73</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$620,166.13</b>	<b>(\$501,472.40)</b>	
Grand Totals									
	<b>REVENUE TOTALS</b>	<b>.00</b>	<b>17,088,923.73</b>	<b>17,088,923.73</b>	<b>3,885,370.05</b>	<b>.00</b>	<b>10,635,818.33</b>	<b>6,453,105.40</b>	<b>62%</b>
	<b>EXPENSE TOTALS</b>	<b>.00</b>	<b>16,970,230.00</b>	<b>16,970,230.00</b>	<b>3,885,370.05</b>	<b>.00</b>	<b>10,015,652.20</b>	<b>6,954,577.80</b>	<b>59%</b>
	<b>Grand Totals</b>	<b>\$0.00</b>	<b>\$118,693.73</b>	<b>\$118,693.73</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$620,166.13</b>	<b>(\$501,472.40)</b>	

Title	Activity	Object	Account Description	Original FY2017 Budget	Amended FY2017 Budget	Actual FY 2016
		545.000	State MI 9-1-1 Surcharge Revenue	\$ 970,000	\$ 970,000	\$ 975,127
		584.000	Kent County 9-1-1 Surcharge Revenue	\$2,920,000	\$ 4,125,316	\$ 3,000,960
		688.000	Misc Income	\$ 3,500	\$ 3,500	3,202
			<b>TOTAL Income</b>	<b>3,893,500</b>	<b>\$ 5,098,816</b>	<b>\$ 3,979,289</b>
<b>KCDA</b>	<b>32500</b>		General Expenses of Authority	<b>\$ 1,307,000</b>	<b>\$ 1,460,470</b>	<b>\$ 1,152,286</b>
	<b>32500</b>	727.000	Office Supplies	300	\$ 300	205
	<b>32500</b>	740.001	Postage	150	\$ 150	-
	<b>32500</b>	801.000	Professional Services	25,000	\$ 25,000	28,449
	<b>32500</b>	801.005	Fiduciary/Auditing	26,000	\$ 26,000	23,400
	<b>32500</b>	801.009	Pub Education/Web Site	5,000	\$ 33,000	29,881
	<b>32500</b>	801.021	Legal Services/Legal Notices	25,000	\$ 25,000	22,170
	<b>32500</b>	801.022	800 MHz Steering Committee	35,000	\$ -	
	<b>32500</b>	807.000	GIS and IT services	15,000	\$ 15,000	11,917
	<b>32500</b>	810.000	ED Contract Labor/Consulting	66,000	\$ 70,000	65,176
	<b>32500</b>	860.000	ED Travel	5,500	\$ 5,500	5,200
	<b>32500</b>	860.010	ED Registration/Membership Dues	900	\$ 900	900
	<b>32500</b>	900.000	Printing	200	\$ 200	-
	<b>32500</b>	910.100	Insurance (Not Radio)	11,000	\$ 11,000	38,781
	<b>32500</b>	930.000	Hardware Repair & Mainten	431,034	\$ 431,034	\$ 327,328
	<b>32500</b>	956.000	Other Service Costs/Board Costs	3,000	\$ 2,500	\$ 479
	<b>32500</b>	973.056	Other (Capital Reserve Fund)	654,416	\$ 654,416	\$ 586,400
	<b>32500</b>	984.017	Capital Outlay Computer Equipment	3,500	\$ 1,000	\$ 12,000
<b>RADIO</b>			<b>Total Radio System Expenses</b>			
			Legal For Radio			
	<b>NEW</b>	910.200	Insurance for \$60M replacement \$\$	0	\$ 114,970	
	<b>NEW</b>	920.110	Tower Electrical	0	\$ 5,000	
		920.100	Tower Propane		\$ 3,500	
	<b>NEW</b>	920.120	Belnap Fiber Connection	0	\$ -	
	<b>NEW</b>	940.400	Leases for Tower Usage	0	\$ 36,000	
	<b>NEW</b>	932.000	Tower Maintenance	0	\$ -	

	<b>NEW</b>	TBD	Console Maintenance	0	\$ -	
			Surcharge Distribution to PSAPs			
<b>GR PSAP</b>	<b>32510</b>	810.010	Contract Labor CAD/QA Admin	35,250	\$ 35,250	\$ 70,500
	<b>32510</b>	860.000	Training//Travel	8,000	\$ 8,000	\$ 7,076
	<b>32510</b>	956.520	Total 9-1-1 Surcharge Distribution GR	1,250,000	\$ 1,250,000	\$ 1,250,000
	<b>NEW</b>	TBD	Fire Dispatch		\$ -	
			<b>TOTAL GR Expenses</b>	<b>\$ 1,293,250</b>	<b>\$ 1,293,250</b>	<b>\$ 1,327,576</b>
<b>KC PSAP</b>	<b>32520</b>	92092.000	Contract Labor CAD/QA Admin	35,250	35,250	\$ 70,500
	<b>32520</b>	860.000	Training//Travel	8,000	8,000	\$ 6,965
	<b>32520</b>	956.525	Total 9-1-1 Surcharge Distribution KC	1,250,000	1,250,000	\$ 1,250,000
	<b>NEW</b>	TBD	Fire Dispatch	0	-	
			<b>TOTAL KC Expenses</b>	<b>1,293,250</b>	<b>1,293,250</b>	<b>1,327,465</b>
			<b>Total Expense</b>	<b>3,893,500</b>	<b>4,046,970</b>	<b>3,807,327</b>
			<i>Estimated Net Revenue Over Expenses for Operating Budget Year</i>	\$ -	\$ 1,051,846	\$ 171,962
			<b>RESTRICTED FUND BALANCE With Capital Deposit</b>		\$ 2,379,985	\$ 2,379,985

<b>Proposed FY 2018 Budget</b>	
\$	970,000
\$	5,429,210
\$	3,500
<b>\$</b>	<b>6,402,710</b>
<b>\$</b>	<b>1,280,584</b>
\$	250
\$	50
\$	15,000
\$	28,000
\$	20,000
\$	25,000
\$	15,000
\$	75,000
\$	5,500
\$	900
\$	200
\$	11,000
\$	486,534
\$	1,500
\$	595,650
\$	1,000
<b>\$</b>	<b>184,600</b>
\$	12,000
\$	106,500
\$	5,000
\$	5,500
\$	7,600
\$	48,000
<i>Warranty</i>	

<i>Warranty</i>	
\$	4,700,000
\$	-
\$	-
\$	6,165,184
\$	237,526

# FY2018 CAPITAL BUDGET

Fund 993-584-011

Kent County Bond (911) Contributed Revenue

993-325-32590			984.620
993-325-32590			984.935
993-325-32590			984.932
993-325-32590			984.920
993-325-32590			984.925
993-325-32590			984.930
993-325-32590			984.927
993-325-32590			
			984.940
		32590	



Revenue

Kent Co Bond

P1 CAD Project Contract Final Payment	KCDA	\$ 210,491
Mapping	KCDA	\$ 35,000
Airbus Upgrade	KCDA	\$ -
Motorola 800 MHz Project	Kent Co Bond	
Capital Replacement Savings Fund	KCDA	\$ 1,887,494
Unication Fire Pagers	Kent Co Bond	
P1 Servers	KCDA	
P1 Monitor Replacement	KCDA	\$ 100,000
Contingency Fund for 800 MHz	Kent Co Bond	
NICE logging recorder	KCDA	\$ 147,000
<b>Total Restricted</b>		<b>\$ 2,379,985</b>

\$ 10,999,896

\$ 10,249,896
\$ -
\$ 750,000
\$ 10,999,896

<b>Fiscal Year</b>	<b>Bond Debt Payment</b>	<b>Bond Reserve</b>	<b>Total Bond Debt &amp; Reserve for Year</b>	<b>Estimated Gross Kent Co Surcharge</b>	<b>Net KCDA Surcharge</b>
				\$ 7,460,600	
FY2017	\$ 848,417		\$ 848,417		\$ 4,125,316
FY2018	\$ 1,692,825	\$ 338,565	\$ 2,031,390		\$ 5,429,210
FY2019	\$ 1,691,975	\$ 338,395	\$ 2,030,370		\$ 5,430,230
FY2020	\$ 1,691,800	\$ 338,360	\$ 2,030,160		\$ 5,430,440
FY2021	\$ 1,693,075	\$ 338,615	\$ 2,031,690		\$ 5,428,910
FY2022	\$ 1,693,825	\$ 338,765	\$ 2,032,590		\$ 5,428,010
FY2023	\$ 1,692,525		\$ 1,692,525		\$ 5,768,075

\$	2,000,000
\$	1,692,700
\$	<u>307,300</u>

Kent County

MPSCS Site Number	Site Name	Latitude		Longitude		Filed Tall Structure Permit	FAA File #	FAA/ status	Current Information	Ground Elevation	Site Development Information		Legal	
											Existing Tower	New Tower & Size	Lease	Status
6102	Cedar Springs/MPSCS	43 11 48.50	N	83 31 05.80	W	Not Appl		Structural Analysis	Nokia LOS Review Completed/ R56 review	880.8'	475' Guyed Twr			MPSCS Docs Complete
6103	Honor Camp/KCSO	43 12 34.3656	N	85 19 6.5454	W	Approved	Soil Boring PASSED, Pyramid filing FAA/MDOT permit	NEPA filed, Nokia performed LOS surveys	Zoning Approved	859'		NEW 300' SS Twr	YES	Approval by Kent Co
6104	Cannonsburg/MP SCS	43 00 49.70	N	85 28 40.50	W	Not Appl		Structural Analysis	Nokia LOS Review Completed/ R46 audit	826.9'	475' SS Twr			MPSCS Docs Complete
6105	N Sub/KCSO	43 13 09.10	N	85 41 29.10	W	Not Appl		Structural Analysis>Loading Design	Nokia LOS Review Completed/ R56 audit	780.4'	195' SS Twr			Approval by Kent Co
6106	Belknap/Grand Rapids	42 58 41.70	N	85 40 01.80	W	Not Appl		Structural Analysis	No line of sight from PSAP to PSAP requires another Microwave link, Cost to Be Determined				YES	In Progress
6107	10 Mile/KCSO	43 06 51.00	N	85 35 55.90	W	Not Appl		Structural Analysis	Nokia LOS Review Completed	901.2'	195' SS Twr			Approval by Kent Co
6108	Burton Street/Grand Rapids	42 55 48.13	N	85 46 21.93	W	YES / Pyramid	Soil Boring PASSED, Pyramid filing FAA/MDOT permit for Height	Offset Issues with Walker Disussion Held, Options Explored with MPSCS, Pending Height Determination by FAA	Awaiting FAA height approval	731.7'		NEW 250' SS Twr	YES	In Progress
6109	Gezon WT/Wyoming	42 51 40.40	N	85 42 58.30	W	Not Appl		Lease in Legal	Dixon Engineering Is Creating Build Out Plan, Nokia LOS Review Completed	758.9'	160'		YES	Approved
6111	92nd/Private Owner	42 47 47.90	N	85 38 45.50	W	Not Appl	Privately Owned Tower	Reviewing Load Factors due to removal of Microwave Dishes	Pending Motorola Load Analysis	970.9'	160' SS Twr	Existing 330' SS Twr	YES	In Progress
6112	Kentwood PW/Kentwood	42 53 00.90	N	85 35 47.40	W	YES/ Pyramid	Soil Boring PASSED, Pyramid filing FAA/MDOT permit for Height	Lease in Legal, Pre Zoning Meeting Held, Waiving Variance Fee	Awaiting FAA height approval	772.5'	170/130 Actual	NEW 170' SS Twr	YES	In Progress
6113	Timpson/KC Road Comm	42 53 21.9516	N	85 23 33.7236	W	Withdrawn	2017-AGL-4813-OE	Denied by FAA, Too High	Evaluating Propagation Maps of Alternative Sites	850.4'		NEW 265' SS Twr	YES	In Progress
ALTERN	Cumberland / KC Road Comm					Pending Propagation Study			Evaluating Propagation Maps of Alternative Sites			TBD		
6114	Alto Cellular/American Tower	42 47 32.90	N	85 22 11.80	W	Not Appl	Privately Owned Tower	Lease in Legal/Pending Structural Analysis	Credit Application Filed	829.2'	255' SS Twr	Existing 255' Twr	YES	Pending Site
ALTERN	ALTO FD					Pending Propagation Study		Fire Chief agreeable to Alternate Tower	Evaluating Propagation Maps of Alternative Sites		400 SS Twr	TBD		
6101	Grand Rapids Dispatch	42 57 53.30	N	85 40 23.40	W	Not Appl		Lease Needed	Nokie Review Completed / R56 audit indicates remediation	634.2'	120' Roof Mount		YES	In Progress
6110	Sheriff Dispatch	42 58 31.00	N	85 37 56.00	W	Not Appl		Lease Approved by Kent Co	Nokia Review Completed / R56 audit indicates remediation	742.2'	300' SS Twr		YES	Approval by Kent Co
MISC	Requested R56 remediation Costs from Pyramid and TeleRad													
MISC	All Subscriber Equipment Received and Inventoried													
MISC	All Radio Fire Pagers received and Inventoried													



To: Administrative Policy Board  
From: Executive Director Ronald Bonneau, ENP  
Ref: Progress Report – September 25, 2017

1. I continue to attend the Motorola conference calls on Phase II of the P1 CAD project and monitor the progress of the interfaces still due in Phase II. Motorola and the PSAP continue to have weekly conference calls.
2. As reported previously, Airbus has been purchased by Motorola, Airbus was on scene at KCSO to work on issues.
3. We continue to work with Scott Smith on the following legal issues:
  - a. Develop a lease agreement for site acquisition for new GR radio tower at Burton Street Site.
  - b. Develop a lease agreement and tower remediation for the Belnap tower with Grand Rapids.
  - c. Review the two commercial lease agreements for 92<sup>nd</sup> Street and ALTO – Pending
  - d. Develop a license agreement with Wyoming for their Gezon WT
  - e. Involved in the setback issues for Zoning of the proposed Burton St tower site in Walker
  - f. Investigate MPSCS building the tower in Walker
4. I made a request to Kent County finance for transfer of \$3,481,142.70 in bond fund proceeds for the 2<sup>nd</sup> partial payment invoice from Motorola for the exchanged radio equipment was received in July and was inventoried by the team on July 12<sup>th</sup>. The payment was received on Sept 6<sup>th</sup> and the invoice was processed for payment.
5. I made a request to Kent County finance for transfer of \$404,227.35 in bond fund proceeds to pay the final invoice to TeleRad for the purchase of 885 Unication Fire Pagers that have been received, inventoried and stored at KCSO. The payment was received on Sept 6<sup>th</sup> and the invoice was processed for payment.

6. We have been notified that Andrea Ballou, the Motorola 800 MHz project manager has accepted a new position at Motorola. The new project manager is Rich Nita. I have spent time with Rich via the phone and email bringing him up to speed on the challenges and issues we are dealing with in the project.
7. I filed a credit application with American Tower for the potential lease of the cell tower in ALTO. This process is required by American Tower and triggers other processes that Motorola needs to assess the structural integrity of the tower.
8. I had a pre-zoning meeting with Kentwood officials in reference to the Kentwood PW tower site on August 31<sup>st</sup>. They asked for legal clarification on the issue of colocation and it has been referred to legal for a response. We are prepared to file the Zoning application when the FAA approves the height of the propose tower in Kentwood. The KCDA lease has been sent to Kentwood legal for review.
9. We have the information on the Zoning application for Walker (Burton St tower) but are waiting on the FAA to approve the height of the tower. We continue to work on the lease for the land at Burton Street as well as the usage of the Belnap tower with Grand Rapids.
10. I have received some of the reports on the R56 grounding evaluations of both tower sites and the PSAPs and each will need remediation prior to the installation of any radio equipment at those sites. Some remediation is not so bad and some are comprehensive. I have asked Motorola to provide me with a quote, site by site, for the remediation of the grounding issues both from Pyramid and from TeleRad for KCDA's Board to discuss and consider. Should these grounding costs become KCDA costs, they would be paid from the project contingency fund.
11. I presented the draft FY2018 budget to the KCDA finance committee and the committee held an Internet meeting on Sept 13<sup>th</sup> to discuss the draft budget. While the formula for surcharge distribution has not been finalized the placeholder for the cost was inserted into the draft presented.
12. As you are aware, Grand Rapids signed a contract with Grand Valley State University to provide emergency 9-1-1 dispatch services including answering and dispatching GVSU safety personnel to incidents on the GVSU campuses. As such I have attended the phone calls with GVSU and GR as they relate to the need to add Motorola software for P1 to accomplish this information flow. The plan is to include both the Allendale and GR campus into this new arrangement.

Motorola has provided a budgetary quote to Grand Rapids along with the annual maintenance costs that will added onto the KCDA annual maintenance quote.

- There is a question from Karen Chadwick if KCDA will charge GVSU an upcharge for the annual maintenance or for the use of the KCDA P1 CAD system for both the CAD and MDC systems being added into the KCDA system. I advised this is a policy question for the KCDA Board to consider and furnish an answer.
- Additionally, there was a question about the mapping requirements for GR to access GIS information from the Allendale campus and if Ottawa County will provide their CAD map to KCDA in regards to shape files, in ARC GIS. If that cannot be provided and the map needs to be created then the cost to do that will need to be a policy decision by KCDA. A member of the GVSU will check with Ottawa on this issue and report back on another conference call.

On the KCDA Finance Committee meeting of September 13<sup>th</sup> this issue was discussed and the following questions were asked that the Finance Committee needs answers to:

- How will the addition of GVSU affect 9-1-1 call answering times in the GR PSAP?
- Will GVSU pay into the KCDA capital fund for system upgrades and replacement and if so at what percentage?
- How will the addition of GVSU affect the KCDA P1 CAD, Airbus E911 Phone and/or NICE system sizing now and in the future?
- Who will amend the Kent County 9-1-1 plan to add GVSU in Allendale into ours and remove them from Ottawa County's?
- Will 9-1-1 calls from the Allendale campus be routed directly to Grand Rapids or will they go to Ottawa who will then need to forward them on to Grand Rapids?
- Will KCDA receive surcharge funds from Ottawa County for the phones with service addresses on the Allendale campus?
- How will the 9-1-1 surcharge distribution be divided between the PSAPs when some of the 9-1-1 calls received by Grand Rapids are from outside Kent County (Allendale Campus)?
- Will KCDA charge GVSU for the use of our P1 CAD, Airbus E911 Phone and NICE recording systems above the cost they are paying for software to join or fees to Grand Rapids?

(It is like an Equity Fee since KCDA paid for these systems to be used for Kent County entities and not for entities in Ottawa County.)

- Will KCDA alter the original contract with Motorola to add the GVSU costs into the entire contract and then bill GVSU for the difference?
- Will GVSU have to convert to the new 800 MHz radio system so that Grand Rapids can dispatch them on the same radio system that will be used throughout Kent County? If so, what is the logistics and cost of that conversion?
- Define the mechanism to be used in this type of expansion that impact KCDA costs now and in the future.

13. Due to some problems with my access to New World accounting, that Wyoming uses as their financial program and that Wyoming IT has tried numerous times to correct, I receive the financial report from the Wyoming staff. Therefore, I have no ability to monitor the system or get access to KCDA accounts only what shows on the financial report. This is a hindrance to managing the financial aspects of KCDA.

This past month, before the Board meeting, I noticed several account line items that seemed “out of whack”. After the meeting I asked Wyoming to produce the invoices for those accounts so that I could reconcile why they seemed high. One was correct as reported due to an accounting practice of pre payment but the other was incorrect. That line item was 32500-860.000 which is my travel account. After investigating we discovered that the \$1,626.31 in charges to the KCDA credit card used for travel to the NENA conference for Sarah DiPavlo of Kent County Sheriff had been miscoded to my travel account rather than the KCSO travel line item of 32520-860.000. That error was corrected using a journal entry but resulted in the KCSO only having \$2,679.79 remaining in their FY2017 travel budget rather than \$4,306.10 as stated in the financial report tendered to the KCDA Board on August. Matt Groesser was advised of the new corrected amount.

14. Finally, the draft FY2018 budget is presented to the KCDA Board for review. You will notice that the income is based on what KCDA received from the State and County in the past, with the historical County surcharge income extrapolated to estimate the new income related to the surcharge increase. Please remember, we have no history for this new revenue stream so the estimates could be very



high or very low. Until we have one 12 month period to see the actual collection and remittance to KCDA these are only “best guesses”.

Additionally, you will see that all the costs associated for the PSAPs have been removed and replaced with a placeholder for “Surcharge Distribution”. The KCDA Finance committee was instructed by the KCDA Chair to fund this placeholder in FY2018 at \$4,700,000 to be divided between the two PSAPs using a distribution methodology that is still in legal discussion and review.

Nevertheless, the surcharge funds needed to provide this distribution are in the draft budget which gives a snapshot of how close KCDA will be operating during the 5 year period when the additional Bond Fund Reserve payments are made. In fact, in FY2019 when 800 MHz radio systems are off warranty and guesses on utility fees for the towers are actual experienced costs to KCDA; the end of the year balance will shrink considerable and dip into fund balance for a period of years.

Furthermore, the KCDA Finance Committee has referred the draft budget to the Board and asks that any comments be directed to the Chair, Lee Cook and they will be addresses at the October meeting of the Finance Committee on October 4<sup>th</sup>.

Respectfully submitted,

Ronald Bonneau, ENP  
Executive Director